

## **Ten Commandments Of Human Relations:**

1. Speak to people. There is nothing as nice as a cheerful word of greeting.
2. Smile at people. It takes 72 muscles to frown; 14 to smile,
3. Call people by name. The sweetest music is sound of his own name.
4. Be friendly and helpful,
5. Be cordial. Speak and act as if everything you do is a genuine pleasure.
6. Be genuinely interested in people. You can like everybody if you try.
7. Be generous with praise- cautious with criticism.
8. Be considerate of the feelings of others, It will be appreciated.
9. Be thoughtful of the opinions of others. There are three sides to a controversy- yours, the other person's, and the right one
10. Be alert to give service. What counts most in life is what we do for others.

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