

Maggie O'Farrill

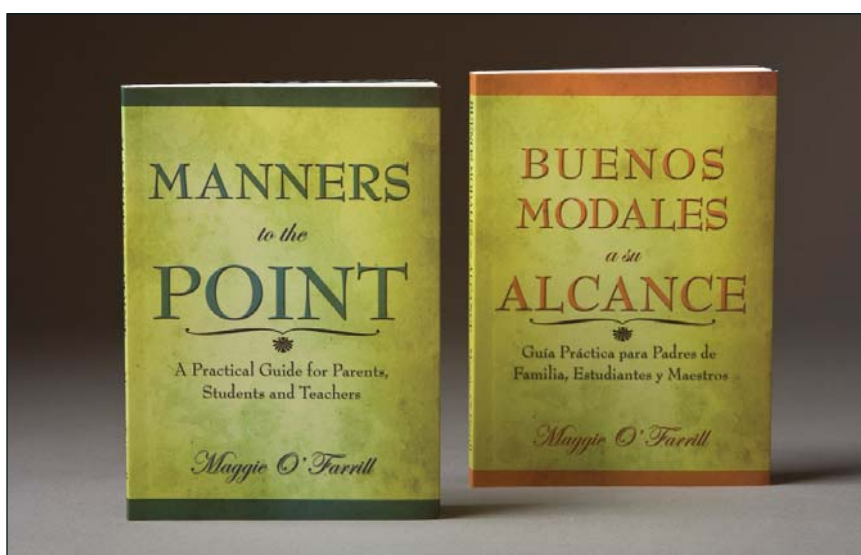
Author, lecturer and teacher of social etiquette



Maggie O'Farrill began her career as director of the Margarita O'Farrill School of Personal Development, founded by her mother.

Since 1995, she has specialized in helping thousands of people feel confident and enjoy the more interesting aspects of social contact.

Her book *Manners to the Point* provides *parents, teachers, students and school leaders* a practical and concise manual that points out the rules of our modern social etiquette.



www.learningmanners.com

www.mannerstothepoint.com
(English Book website)

www.buenosmodalesasualcance.com
(Spanish Book website)

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English ISBN: 978-0-9787576-0-1 / **Spanish ISBN:** 978-0-9787576-1-8

Pub. Date: October 2008 • **Format:** Paperback, 121 pages

Genre: Manners/Social Etiquette • **Size:** 5 in. x 7 in.

Price: \$14.99 US

Having good manners is essential for social advancement as well as for successful personal and business relationships.

Maggie O'Farrill can visit your organization or school to give a presentation of her book, give a lecture or lead an interactive training workshop – based on the subject of your preference.

Maggie O'Farrill

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PRACTICAL SOCIAL
ETIQUETTE



List of possible topics for your lecture or workshop:

- First Impressions
- Introductions
- Communicate with Confidence
- For a Great Conversation Do Not...
- Restaurant Etiquette
- For a Buffet Gathering
- Being a Great Host or Hostess
- Being a Great Guest
- The Correct Way of Eating
- Setting the Table
- How to Serve and Eat
- Different Types of Food
- Courtesy at the Table
- What Not to Do at the Table
- Telephone Etiquette
- E-mail Etiquette
- Body Language and Poise
- Thank You Cards

Press Commentaries

It is important that children know why these rules are important and not just that rules need to be obeyed.

- ***The Beverly Hills Courier***, May 18, 2007

When etiquette gets revived and brought to the conscious level of the younger parents, then we'll have children who will grow up to value manners. Consequently, we'll see a change in direction for the better in our society.

-***BBC World News***, May 31, 2005

Maggie O'Farrill's social advice is designed to help children suppress their shyness from an early age. Come to think of it, there are quite a few adults who could benefit from these skills, too.

- ***The Times*** (The Times of London), September 25, 2000

Partial list of organizations who have benefited from Ms. O'Farrill's lectures and workshops

- Through parks and recreation departments of: Manhattan Beach, Beverly Hills, Torrance, Long Beach, University City (San Diego), La Jolla (San Diego) and Chula Vista (San Diego).
- The American Red Cross: classes for elementary-aged students (Cravens Estate of Pasadena)
- Day One: classes for elementary-aged students (Ruth's Chris Steak House of Pasadena)
- Mother's Club: (Ruth's Chris Steak House of Pasadena)
- Foster/Kinship Care Education: classes for young adults (Pasadena City College)
- YWCA Pasadena-Foothill Valley: classes for young adults
- Washington Elementary School: classes for parents (Pasadena)
- Student Support Programs (PUSD): classes for families (Pasadena)