

Being Part of a Team

TREATING OTHERS RESPECTFULLY

Being respectful is treating others as you want to be treated. However, co-workers are not always respectful to one another. For each situation below, write what you think should be done.



Your boss is talking to the group at a company meeting. You notice that she has a piece of lettuce in her front teeth. She might be embarrassed if you say something. What should you do?

Harold tells Juan and Doreen that Matthew isn't working fast enough and will probably be fired. Ginny sees the three talking. Later, Ginny asks Doreen what they were talking about. What should Doreen say?

Donna sat on something sticky at lunch, but she does not know it. Now she has a large stain on the back of her dress. Her male co-workers notice the stain. What do you think should be done?

You are sitting next to Mary at lunch and see her paycheck on the floor. Should you reach down to pick it up and sneak a peek? Or should you tell Mary that her paycheck is on the floor?