

Virtual Etiquette & Social Skills Classes

Virtual classes for families, kids, teens, college students, and professionals. Each class is an hour long on Zoom and is only \$28.50 per class. Click on the name of the class in the table below to register and pay online. **On the following pages are details of each class.** Once you have registered, you will receive the call-in details. For questions email Aimee Symington at aimee@finesseworldwide. Individual, group, and company-wide classes are also available.

Virtual Class	Class Description	Age Ranges	Dates Offered	Times (In EST)
Offered by Finesse Worldwide Click to Register & More Information				
<u>Family Table Manners</u>	During dinner in your own home, instructor will help you and your family learn table manners for before, during and after a meal in a fun way.	5 +	May 7 May 17	6:30 – 7:30 PM 6:30 – 7:30 PM
<u>Family Conversation Skills</u>	Knowing how to make polite conversation is essential for everyone to make friends, build relationships, and show respect to others.	5 +	May 9 May 13	6:30 – 7:30 PM 6:30 – 7:30 PM
<u>Social Skills for Teens</u>	Learn how to show confidence and warmth in all social situations in order to make a good impression and get along with others.	13 - 19	May 6 May 11	5:00 – 6:00 PM 5:00 – 6:00 PM
<u>Interview Skills for Students</u>	Essential tips for interviewing virtually and in-person for jobs and colleges to present yourself well before, during, and after the interview.	16 - 22	May 7 May 12	4:00 – 5:00 PM 4:00 – 5:00 PM
<u>Electronic Etiquette</u>	Learn email, phone, and social media etiquette for your personal and professional success.	18 +	May 12 May 20	12:00 – 1:00 PM 12:00 – 1:00 PM
<u>Dining Etiquette</u>	Polite table manners are essential to making a good and professional impression on your clients, colleagues and interviewer.	18 +	May 14 May 22	12:00 – 1:00 PM 12:00 – 1:00 PM
<u>Virtual & In-Person Meeting Etiquette</u>	Learn how to professionally present yourself in both virtual and in-person meetings to set yourself up for success.	20+	May 6 May 13	12:00 – 1:00 PM 12:00 – 1:00 PM
<u>Virtual and In-Person Interview Skills</u>	Key lessons on how to interview with ease and professionalism in virtual and in-person interviews to make a good impression and get the job.	20 +	May 7 May 21	12:00 – 1:00 PM 12:00 – 1:00 PM
<u>Networking & “Schmoozing” Skills</u>	Knowing how to network on behalf of your company is essential to success in business. Learn tips and techniques for all occasions.	20 +	May 15 May 26	12:00 – 1:00 PM 12:00 – 1:00 PM
<u>Business & Office Etiquette + Business Attire</u>	Learn the social and etiquette expectations at work in order to look professional and ensure your success at the company.	20 +	May 8 May 18	12:00 – 1:00 PM 12:00 – 1:00 PM
<u>Social and Conversation Skills</u>	Learn how to talk to anyone at any time and make a great first and lasting impression.	20+	May 11 May 19	12:00 – 1:00 PM 12:00 – 1:00 PM

Virtual Etiquette & Social Skills Class Details

<p>Family Table Manners</p>	<p>During dinner in your own home, instructor will help you and your family learn table manners for before, during and after a meal in a fun way.</p> <p>Make your own dinner then dial in and you and your family can practice the table manners you hear and learn about real-time while you're eating!</p> <p>This fun and interactive class is the best way to learn and practice what to do before, during and after a meal. You may ask questions as well at the end to make sure you have all the information you need.</p> <p>Mealtime will be more enjoyable once everyone knows the polite dining etiquette, plus these essential skills will help your children now and throughout their lifetime.</p> <p>Participants will have the opportunity to ask the instructor questions and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>	<p>5 +</p>	<p>May 7 May 17</p>	<p>6:30 – 7:30 PM 6:30 – 7:30 PM</p>
<p>Family Conversation Skills</p>	<p>Knowing how to make polite conversation is essential for everyone to make friends, build relationships, and show respect to others.</p> <p>Being able to make conversation with people you interact with shows that you care and respect them, and it enables you to make a good impression, build the relationship, and make friends.</p> <p>However, many find it difficult to look people in the eyes when meeting them, to shake hands with confidence, and to make conversation, but these skills are essential and can be learned from practice.</p> <p>Through this interactive and fun class, you and your family will learn some important tips on how to confidently greet and talk to others, and then you will have the opportunity to play a game in your own home that will allow you to all practice making conversation.</p>	<p>5 +</p>	<p>May 9 May 13</p>	<p>6:30 – 7:30 PM 6:30 – 7:30 PM</p>

	<p>Participants will have the opportunity to ask the instructor questions and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>			
<p>Social Skills for Teens</p>	<p>Learn how to show confidence and warmth in all social situations in order to make a good impression and get along with others.</p> <p>Having polite, confident, and adaptable social skills enables teens to make a good impression on peers and adults, make friends, and feel more comfortable in social situations.</p> <p>Participants will learn how to start and maintain conversations with peers and adults, show confidence in social situations even when they are nervous, and how to “work a room” when meeting and talking to different people.</p> <p>This interactive class gives teens the opportunity to learn what they need to do to have confident social skills, but then also gives them an opportunity to practice these skills in a safe virtual environment with their peers.</p> <p>Participants will have the opportunity to ask the instructor questions (even anonymously) and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>	<p>13 - 19</p>	<p>May 6 May 11</p>	<p>5:00 – 6:00 PM 5:00 – 6:00 PM</p>
<p>Interview Skills for Students</p>	<p>Essential tips for interviewing virtually and in-person for jobs and colleges to present yourself well before, during, and after the interview.</p>	<p>16 - 22</p>	<p>May 7 May 12</p>	<p>4:00 –5:00 PM 4:00 – 5:00 PM</p>

	<p>Learning how to interview for a job is essential and there are many tips and techniques that are simple and easy to learn and apply that will be taught in this interactive and engaging class.</p> <p>Whether you are interviewing for a job or for a college virtually or in person, participants need to know how to handle themselves before, during, and after the interview.</p> <p>This class teaches participants what to wear, do, write, and say during all stages of the interview.</p> <p>Participants will have the opportunity to ask the instructor questions and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>			
<p>Electronic Etiquette</p>	<p>Learn email, phone, and social media etiquette for your personal and professional success.</p> <p>How we communicate for business says a lot about who we are as a person. Set yourself up for success in business by making sure you know the etiquette rules around email communication, using cell phones and texting for work, and social media for business.</p> <p>In this class, learn the essential tips for email, phone, and social media so that you make a great impression and show professionalism.</p> <p>Participants will have the opportunity to ask the instructor questions and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>	<p>18 +</p>	<p>May 12 May 20</p>	<p>12:00 – 1:00 PM 12:00 – 1:00 PM</p>

<p>Dining Etiquette</p>	<p>Polite table manners are essential to making a good and professional impression on your clients, colleagues and interviewers.</p> <p>Think it doesn't matter what fork you use for your salad or where you place your napkin when you go to the restroom? Well, it does matter because practicing polite dining etiquette when dining out for business or for an interview shows your professionalism, respect to those you're dining with, and it can help you make a good impression and get the business/job.</p> <p>In this class, participants will learn what to do when dining out for business and when hosting others. These essential tips will help you be able to concentrate on who you're with and making a good impression, and not having to worry about "messaging up" and losing the business/job or their respect.</p> <p>To practice the table manners real-time, call into the class while you have your lunch. Note – eat something that requires a fork and knife!</p> <p>Participants will have the opportunity to ask the instructor questions and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>	<p>18 +</p>	<p>May 14 May 22</p>	<p>12:00 – 1:00 PM 12:00 – 1:00 PM</p>
<p>Virtual & In-Person Meeting Etiquette</p>	<p>Learn how to professionally present yourself in both virtual and in-person meetings to set yourself up for success.</p> <p>Virtual meetings are so prevalent now, but many people make the mistake of thinking that it is super casual, and that appearance, focus, and participation do not really matter. The truth is it does still matter.</p> <p>This class will help you understand what it takes to make a good impression on others in virtual and in-person meetings and how to make the most of them as the participant.</p>	<p>20+</p>	<p>May 6 May 13</p>	<p>12:00 – 1:00 PM 12:00 – 1:00 PM</p>

	<p>If you're a meeting host, this class will show you how to run an effective meeting both on and off line to make the most of your time, engage your audience, and ensure that participants understand their role and the expectations after the meeting.</p> <p>Participants will have the opportunity to ask the instructor questions and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>			
<p>Virtual and In-Person Interview Skills</p>	<p>Key lessons on how to interview with ease and professionalism in virtual and in-person interviews to make a good impression and get the job.</p> <p>Interviewing is a skill that takes practice. Virtual interviews are especially hard because you are limited in your interactions and it's harder to make a personal connection.</p> <p>In this class, participants will learn what to do before, during and after an interview to show professionalism, confidence, and to really shine. Everything matters in an interview from what you say, do and wear so take this opportunity to make sure you do your very best at your next interview.</p> <p>Participants will have the opportunity to ask the instructor questions and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>	20 +	May 7 May 21	12:00 – 1:00 PM 12:00 – 1:00 PM
<p>Networking & "Schmoozing" Skills</p>	<p>Knowing how to network on behalf of your company is essential to success in business. Learn tips and techniques for all occasions.</p>	20 +	May 15 May 26	12:00 – 1:00 PM 12:00 – 1:00 PM

	<p>When you attend social events for business, like a cocktail party, sporting event, or Chamber of Commerce meeting, do you feel comfortable walking up to strangers introducing yourself and making chit chat? Do you know when and how to walk away from someone you don't want to talk to? Do you have a prepared "elevator speech" that sums up who you are, what you do, and why you want their business?</p> <p>In this class, you will learn some tools and techniques for showing confidence and warmth in all social situations where you need to meet and mingle, network, and try to gain new business.</p> <p>Participants will have the opportunity to ask the instructor questions and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>			
<p>Business & Office Etiquette + Business Attire</p>	<p>Learn the social and etiquette expectations at work in order to look professional to solidify your success at the company.</p> <p>In this class, participants will learn about what it takes to make and maintain a good impression on others, handle office personnel issues, and have polite and effective interactions with colleagues in the office, in meetings, and when traveling for business.</p> <p>What you wear to the office varies by company, but what stays the same is the need to look professional, well-kept, and appropriate for the environment. Learn tips for success in how you dress for work and business social occasions.</p> <p>Participants will have the opportunity to ask the instructor questions and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine</p>	<p>20 +</p>	<p>May 8 May 18</p>	<p>12:00 – 1:00 PM 12:00 – 1:00 PM</p>

	<p>and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>			
<p>Social and Conversation Skills</p>	<p>Learn how to talk to anyone at any time and make a great first and lasting impression.</p> <p>Many people often feel nervous or uncertain when meeting new people or making small talk. However, it is essential to be able to make conversation with people since that is a way that we build relationships, gain trust, and show respect to others.</p> <p>In this class, participants will focus on their in-person communication skills when in the work environment, and when socializing for work and pleasure. You will learn tips to making yourself feel more confident in these situations and how to practice to get better at this skill.</p> <p>Participants will have the opportunity to ask the instructor questions and be interactive with other participants.</p> <p>The instructor, Aimee Symington, is an international etiquette expert with more than 20 years' experience teaching people of all ages around the world. Aimee appears on television monthly and contributes to magazine and newspaper articles to share her etiquette and social skills advice. Go to FinesseWorldwide.com for more information.</p>	<p>20+</p>	<p>May 11 May 19</p>	<p>12:00 – 1:00 PM 12:00 – 1:00 PM</p>