



# Chapter 8

## Dining Etiquettes & Table Manners

**Objectives :** After completing this unit learners would be able :

1. To comprehend what table etiquettes mean
2. To understand the importance of table manners in modern fine dining
3. To relate to the sequence of service expected during formal table service

### Equipment Required :

1. A training restaurant for conducting mock practicals.

### Teaching Aids :

- \*Demonstration
- \*Mock practical
- \*Lunch service for staff.
- \*Students in small batches told to eat along with the staff so that they can appreciate the dining experience as a guest.
- \*Video clippings on eating etiquettes
- \*Video show on table manners like the Charlie series...

**Activity :** Remember the following rules :

#### At a private dinner party:

The meal begins when the host or hostess unfolds his or her napkin. This is your signal to do the same. Place your napkin on your lap, completely unfolded if it is a small luncheon napkin or in half, lengthwise, if it is a large dinner napkin. Do not shake it open.

The napkin rests on the lap till the end of the meal.

The host will signal the end of the meal by placing his or her napkin on the table. Once the meal is over, you too should place your napkin neatly on the table to the left of your dinner plate. (Do not refold your napkin, but don't wad it up, either.)





## When to start eating :

### In a restaurant :

Wait until all are served at your table before beginning to eat.

### At a private dinner party :

When your host or hostess picks up their fork to eat, then you may eat. Do not start before this unless the host or hostess insists that you start eating.

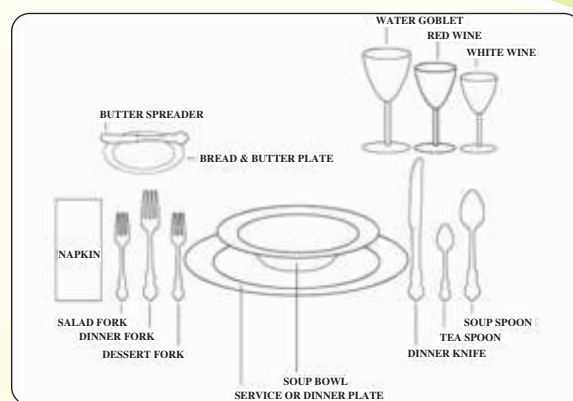
## How to use your silverware and dinnerware :

Use the silverware farthest from your plate first.

### Here's the Silverware and dinnerware rule:

Eat to your left, drink to your right. Any food dish to the left is yours, and any glass to the right is yours.

Starting with the knife, fork, or spoon that is farthest from your plate, work your way in,



using one utensil for each course. The salad fork is on your outermost left, followed by your dinner fork. Your soup spoon is on your outermost right, followed by your beverage spoon, salad knife and dinner knife. Your dessert spoon and fork are above your plate or brought out with dessert. If you remember the rule to work from the outside in, you'll be fine.

Knife in right hand, fork in left hand. Eat food with fork still in left hand, with the prongs curving downward. Both utensils are kept in your hands with the tines pointed down throughout the entire eating process. If you take a drink, you do not just put your knife down, you put both utensils down into the resting position: cross the fork over the knife.

Once used, your utensils, including the handles, must not touch the table again. Always rest forks, knives, and spoons on the side of your plate.

For more formal dinners, from course to course, your tableware will be taken away and replaced as needed.

To signal that you are done with the course, rest your fork, tines up, and knife blade in, with the handles resting at five o'clock and tips pointing to ten o'clock on your plate.

Any unused silverware is simply left on the table





## General social and dining etiquette rules:

Follow whatever dress code is requested on the invitation or suggested by the host/hostess.

Arrive at least 10 minutes early unless otherwise specified. Never arrive late!

It is proper to bring a small hostess gift, one that the hostess is not obliged to use that very evening. Gifts such as flowers, candy, wine, or dessert, are not good hostess gifts, as the hostess will feel that it must put it out immediately. You must not never expect your gift to be served at the dinner party.

At a dinner party, wait for the host or hostess sits down before taking your seat. If the host/hostess asks you to sit, then do. At a very formal dinner party, if there are no name cards at the table, wait until the host indicates where you should sit. The seating will typically be man-woman-man-woman with the women seated to the right of the men.

Sometimes a toast is offered. Always join in with a toast. If the host stands up during the toast, also stand up.

Serving tea or coffee signifies that the formal part of the evening is over. Guests may now feel free to leave, or linger if the host or hostess encourages them to do so.

After a formal dinner party, a thank you note should be sent to the hostess.

## Points to be Noted :

Formal sit down functions need the highest level professionalism

Many organizations today, train their staff, outbound to travel overseas, so that they are aware of eating etiquettes.

Coffee shops, standing buffets, cafes, etc are not as formal as fine dining restaurants and formal sit down dinners.

However the general and social dining etiquettes mentioned in the last section are universally applicable for all diners.



