Unit 13

**How to Be the Life of the Party?**

**http://www.ehow.com/how\_4126\_be-life-party.html**

By an eHow Contributor

You've seen those people who seem to be comfortable in any social situation. What's their secret? Does this Spark an idea?

Instructions

1 Dress to kill. Wear something either very fashionable or very flashy (but tasteful), depending on your intent. Well-tailored clothes imply class; bold outfits are hard to forget.

2 Make a grand entrance - carry a kazoo and announce your arrival. Better yet, provide your friends with kazoos and let them do it for you.

3 Stand up straight and look people directly in the eye. Self-assurance is very attractive. If you have to fake it, then fake it. It gets easier the more you practice. People will believe that there must be some underlying reason for your self-confidence.

4 Smile and make eye contact with every person you speak with. But don't stare. Flirt a little. As the party progresses, flirt a lot. Don't end up alone in a room with someone, though. You'll miss the party and your chance to shine.

5 Compliment each person you talk to and find out something interesting about them. People are most interested in themselves. Everyone has something intriguing about them - you just may have to dig a little to find it.

6 Circulate! Don't get trapped with the same people all evening. Break away within five minutes of meeting someone and move on. You can always come back. If someone drones on and on, excuse yourself immediately and walk away.

7 Be aware of current events and movies, and have a couple of tasteful, funny jokes on hand. If you have to read the news right before you leave, then do it. You'll be able to start a conversation and then learn more about the topic from the people you talk to.

8 Avoid discussing money, politics, religion or yourself.

9 Introduce people you meet to each other. This gives you the appearance of being popular and helps you to remember names and faces.

10 Avoid anyone lurking by the food or doors. They are not likely to be interested in conversation.

**How do you describe a person?**

**http://wiki.answers.com/Q/How\_do\_you\_describe\_a\_person**

Here are some ideas that you can use to describe someone.

•Sight - talk about how the person looks. Describe physical statistics (height, weight, coloration, etc) and outward appearance (clothing, jewelry, body art, etc). Talk about body language (gestures they use, how they stand and walk, how they move). Describe how you feel when you see the person.

•Sound - talk about how the person speaks, what their voice sounds like, and any other sounds they make (singing, humming, annoying noises, etc). Describe how you feel when you hear the person.

•Touch - talk about how it feels when you touch the person. Is their skin smooth or rough? Is their handshake firm or wimpy? If you hug them, do they hug back enthusiastically or stiffen up? Are their hands calloused or smooth? Is the person muscular or flabby? Describe your emotions when you touch this person.

•Smell - talk about how the person smells. To be polite, unless the person truly has an offensive body odor, you should avoid saying that they stink - talk about any perfume they might wear, or how their shampoo smells. If they smoke, they will always smell like cigarettes, for instance. People who cook a lot often smell like spices or the other ingredients that they use in the kitchen. Woodworkers might smell like sawdust. Describe how you feel when you smell the person, or when you smell something that reminds you of the person.

•it is usually best to avoid talking about how the person tastes unless you are their lover - or unless you are a cannibal!

•Personality - talk about the inner person. What are their hopes and dreams? What are their fears and worries? How to they respond to problems? Do they have an optimistic outlook on life or a pessimistic one? What are their strengths and weaknesses? Describe how you feel about their personality.

•Behaviour - talk about how the person acts. Are they outgoing and friendly or shy and fearful? Do they joke all the time or stay serious? What to they do in different situations? Describe how you feel about the person's behaviour.

•Interests - talk about any hobbies and interests the person has. Describe what they do for fun, and how you feel about their interests.

•Job/Daily Activities - talk about what the person does for a living, or about their career plans. Going to school is the same as a job, so if they are a student, you can talk about what classes they take and what their day is like at school. Describe how their career makes you feel.

Here is an example of a paragraph describing someone you will probably recognize:

Nicholas is an old man, chubby and soft. His belly shakes like a bowl full of jelly when he laughs, and he laughs a lot. His hair is snow-white, and so is his beard. When you see him, and hear his loud "Ho, ho, ho!" you feel happy, as if you are with the world's most loving grandfather. His life's goal is giving gifts to children all over the world. Most of his time is spent making the gifts, although nobody really knows where his workshop really is or what goes on there! It's all a little mysterious, but somehow he manages to give every child something once a year. Nicholas has a very positive attitude, and is usually in a good mood, although he can be quite firm if he thinks that you have been naughty. He smells exactly like Christmas should smell, and whenever you smell peppermint and evergreens, you think of him.

Here are more tips from our Wiki Contributors:

•When you are asked to describe someone, here are some things you should include: \* physical description - age, gender, height, weight, coloring (eyes, hair, skin), any unusual traits or characteristics \* background - where they were born, where they live, what their family is like (siblings, pets, parents, other relatives), where they go to school, what their house is like \* community - what organizations do they belong to (church, clubs, other groups), what jobs they have, what role they play in their neighborhood or community \* personality - likes and dislikes, hobbies, amusements, traits they might show or inner traits that might not show, hopes and dreams, fears, favorite things

**Children Quotes**

We worry about what a child will become tomorrow, yet we forget that he is someone today. ~Stacia Tauscher

You can learn many things from children. How much patience you have, for instance. ~Franklin P. Jones

In a dark moment I ask, "How can anyone bring a child into this world?" And the answer rings clear, "Because there is no other world, and because the child has no other way into it." ~Robert Brault, www.robertbrault.com

I brought children into this dark world because it needed the light that only a child can bring. ~Liz Armbruster, on robertbrault.com

A characteristic of the normal child is he doesn't act that way very often. ~Author Unknown

We've had bad luck with our kids - they've all grown up. ~Christopher Morley

A child can ask questions that a wise man cannot answer. ~Author Unknown

Children need love, especially when they do not deserve it. ~Harold Hulbert

Kids: they dance before they learn there is anything that isn't music. ~William Stafford

The world is as many times new as there are children in our lives. ~Robert Brault, www.robertbrault.com

Children are the living messages we send to a time we will not see. ~Neil Postman, The Disappearance of Childhood (introduction), 1982

Children are one third of our population and all of our future. ~Select Panel for the Promotion of Child Health, 1981

Even when freshly washed and relieved of all obvious confections, children tend to be sticky. ~Fran Lebowitz

Every child comes with the message that God is not yet discouraged of man. ~Rabindranath Tagore

You are worried about seeing him spend his early years in doing nothing. What! Is it nothing to be happy? Nothing to skip, play, and run around all day long? Never in his life will he be so busy again. ~Jean-Jacques Rousseau, Emile, 1762

A three year old child is a being who gets almost as much fun out of a fifty-six dollar set of swings as it does out of finding a small green worm. ~Bill Vaughan

If our American way of life fails the child, it fails us all. ~Pearl S. Buck

In the United States today, there is a pervasive tendency to treat children as adults, and adults as children. The options of children are thus steadily expanded, while those of adults are progressively constricted. The result is unruly children and childish adults. ~Thomas Szasz

Children are unpredictable. You never know what inconsistency they're going to catch you in next. ~Franklin P. Jones

Children make you want to start life over. ~Muhammad Ali

Boy, n.: a noise with dirt on it. ~Not Your Average Dictionary

I am fond of children - except boys. ~Lewis Carroll

Youth is a wonderful thing. What a crime to waste it on children. ~George Bernard Shaw

There was never a child so lovely but his mother was glad to get him to sleep. ~Ralph Waldo Emerson

Children seldom misquote. In fact, they usually repeat word for word what you shouldn't have said. ~Author Unknown

A little girl is sugar and spice and everything nice - especially when she's taking a nap. ~Author Unknown

A child is a curly dimpled lunatic. ~Ralph Waldo Emerson

**How to Bring Up a Personal or Embarrassing Issue**

**http://www.leaderphrase.com/chapter-1-%e2%80%93-general-conversation/how-to-ask-for-more-information/**

May I tell you something in confidence?

May I close the door? I have something personal to share.

That is mostly unpleasant, but I really appreciate your tact and discretion.

**How to Ask for a Private Conversation**

I’d rather discuss this in private if that’s okay with you.

I would rather not risk anyone overhearing this.

I’m afraid this is a private matter.

**How to Avoid Talking About a Personal Issue**

I’m up to my neck right now. Can we talk about this later?

I’m sorry but that’s kind of a sore subject for me; sorry.

Maybe we should talk about this later.

**How to Clarify Your Point**

Let me word that a bit differently.

Just allow me to rephrase.

Let’s try to make sense of this.

**How to Change the Topic**

Because of few recent events/updates, I would like to also discuss this.

Without conceding any points, I would like to address this side issue for a moment.

Let’s not dwell on this too long.

**How to Express Doubts**

I am under the impression that…

I’m having second thoughts about this.

Something doesn’t add up here.

**How to Ask for More Information**

I would like to know your position better.

Would you please shed some light on this?

May I ask you to expand on that?

**Maintain A Sense of Humor**

By Elizabeth Scott, M.S.

Developing a sense of humor about life’s challenges is an effective coping technique that can actually lead to better overall health as well as simple stress management. That’s because, aside from the health benefits of laughter (which are numerous and significant), having a sense of humor about life’s difficulties can provide a way to bond with others, look at things in a different way, normalize your experience, and keep things from appearing too overwhelming or scary. Properly developed, a good sense of humor can keep people and relationships strong. Here’s how to develop yours:

Difficulty: Easy

Time Required: Ongoing

Here's How:

1.Start With a Smile.

Studies show that having a smile on your face can release endorphins, which make you feel better, and can lead you to actually feeling more happy (rather than just looking more happy). If you are able to put a smile on your face, the laughter will come more easily, and the stress will melt more readily.

2.Take A Step Back.

When you’re in the middle of a difficult situation, it can seem overwhelming. If you try to see your situation as an observer would, it’s often easier to recognize what’s funny. For example, Lucy Ricardo (of the television classic, I Love Lucy) may have found nothing funny in getting locked in a freezer, having a fight with a fellow grape-squasher in a vineyard, or getting drunk while filming a television commercial for Vitamedaveggemin, but watching these scenarios can be hilarious. Sometimes imagining how you would look in a sitcom can be the secret key to finding the humor in a situation.

3.Value The Extremes.

If your situation seems ridiculously frustrating, recognize the potential humor in just how ridiculously frustrating and annoying it is. In your imagination, take the situation to an extreme that becomes even more ridiculous until you find yourself amused. For example, when you’re waiting in a long line at the store, you can imagine that hours pass, then days, visualizing yourself accepting visits from loved ones from your new home in this ultra-long line, holding your children’s birthday parties in aisle seven so you can be there to enjoy them…you get the picture.

4.Have A Funny Buddy.

Find a friend with whom you can laugh, and let the relationship work for you! You can each share your frustrations, and laugh about them in the process. Even when your friend isn’t there, you can lighten your mood in a dark situation by thinking about the retelling that will come later.

5.Make It A Game.

You can have a ‘most annoying boss’ contest with your friends, or try to count how many times the same potentially frustrating event happens in a day. (I was cut off in traffic 7 times today—I’m almost up to 10!) This works well for predictably or repetitive annoying situations that you can’t control; you can begin to value them in their own special way instead of letting them upset you.

6.Watch Funny Shows and Movies.

One of the factors that drive the popularity of shows like Modern Family or Everybody Loves Raymond, or movies like the classic Ferris Bueller’s Day Off, is that they take somewhat universal situations that many people find frustrating and push them a little further, pointing out the silliness of it all. Realizing that some universally annoying situations are actually funny, can help you endure them with a smile—even if it’s a wry or ironic smile.

7.Read Funny Books.

Read humorous essays like those of Dave Barry or David Sedaris, both of whom are able to take events, ranging from annoying to upsetting to even tragic, and find the humor—each in his own unique way. Also recommended are the humorous tidbits in Reader’s Digest, as well as classic humor books like Jerry Seinfeld’s SeinLanguage. Reading others’ humorous interpretations of life can help you find your own style of seeing the world in a different light.

8.Visit Funny Websites.

I love About.com’s Political Humor site, as it very effectively takes the normally frustrating and annoying (for me) world of politics and brings it to a very funny place. (The site can also serve as a reminder of how to see the humor in other situations in life.) I also recommend About.com’s general site, and David Letterman’s archives of Top 10 Lists for a good laugh.

9.Join Funny Clubs.

Oprah did a segment on Laughter Yoga that intrigued me, and I researched a club on my own, finding it to be a terrific place to enjoy a good laugh. Whether you’re taking the laughing seriously or laughing at the silliness of it all, taking part in the exercises of laughter yoga with other humor-participants can be a very effective way to get back in the practice of getting some more giggles into your day.

10.Email This Page To A Friend