

Phone Etiquette

Debrett's, a well-known British publisher, has been producing guides on how people should behave since the 1900s, including *Debrett's Etiquette and Modern Manners* and *The English Gentleman*. Nowadays it still offers advice on what (and what not) to do in social situations.

DEBRETT'S guide to mobile phone etiquette

- 1 *Think what your ringtone says about you*
If you're sometimes embarrassed by your ringtone, it's almost certainly the wrong one and **you should change it**.
- 2 *When in doubt, use silent or vibrate mode*
It may surprise your companions when you suddenly answer an invisible, silent phone, but at least they won't have to listen to your ringtone.
- 3 *Take notice of who is around you*
Make sure your conversation is not disturbing other people. Intimate conversations are never appropriate in front of others.



4 *Respect quiet zones*

You must not use your phone in 'quiet zones' on trains or in hotels. That is the reason why they exist.

5 *Never shout*

Your phone is not a megaphone. **You don't have to shout**. And don't shout because you think reception is poor. It won't make any difference.

6 *People with you deserve more attention than those at the end of a phone*

Wherever possible, turn off your phone in social situations and at mealtimes, or put it on vibrate. If you have to keep **your phone on** because you are expecting an important call, apologize in advance.

7 *Don't carry on phone conversations when you are in the middle of something else*

This is especially true if you are in banks, shops, etc. It is insulting not to give the people who are serving you your full attention.

8 *Think about where you are calling from*

Don't make (or receive) calls in inappropriate places. Put your phone on vibrate in meetings, cinemas, etc. If you must take a call in the car, use a hands-free set.

Adapted from Debrett's Modern Manners



Vocabulary

Match these words to their definition.

1. Behave	a. Verb	to call or cry out loudly.
2. Hands-free set	b. Verb	to act properly.
3. Mealtime	c. Noun	a musical tune played by a mobile phone when a call is received
4. Reception	d. Noun	the quality or fidelity of a received signal.
5. Ringtone	e. Noun	the usual time for a meal.
6. Shout	f. Noun	a device that contains both a speaker and a microphone. to allow cellphone users to use their cellphone while driving.

Comprehension

Read the text again and select the correct answer to these questions.

1. What's the author's intention?
 - a. Persuade people to pay less attention to their mobile phones.
 - b. Advice people on what to do (or not do) in social situations.
 - c. Inform people about the publication of the Debrett's Guide to mobile phone etiquette.
 - d. Entertain the users of mobile phones.
2. How long has Debrett's been publishing guides?
 - a. Since 1990
 - b. Since the 19th Century
 - c. For more than a hundred years
 - d. For thirty years
3. What can tell you if you have the wrong ringtone?
 - a. You feel embarrassed when people hear it.
 - b. You don't recognize it when you hear it.
 - c. Everybody has the same ringtone.
 - d. It is not the song that is hot right now.
4. What shouldn't you do in social situations?
 - a. Turn off your mobile phone
 - b. Put your mobile phone on vibrate
 - c. Put your mobile phone on silent mode
 - d. Answer your mobile phone and start a loud conversation.



According to the text, are these statements **true** or **false**.

1. Debrett's is a famous radio programme.	True	False
2. It's ok to have intimate conversations around others.	True	False
3. When the reception is poor speaking louder doesn't help.	True	False
4. You should apologize if you have to answer a phone call in a social situation.	True	False
5. You can answer a phone call while driving.	True	False