

**BEHAVIOUR: A
MANUAL OF MANNERS
AND MORALS**

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Behaviour: A Manual of Manners and Morals by T. L. Nichols

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T. L. NICHOLS

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MANNERS AND MORALS.

By T. L. NICHOLS, M.D.,

Author of "Forty Years of American Life," "Human Physiology the Basis of Sanitary and Social Science,"
"Esoteric Anthropology," &c. &c.



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P R E F A C E .

THE number of Manners books, books of Etiquette, and Guides to Politeness and the Usages of Good Society, shows the want felt for instruction in good behaviour, and what have been called the minor morals. The supply has been in some proportion to the demand, and the demand shows a very laudable desire for improvement in the deportment, graces, and accomplishments which give a charm to society.

I have added to the number of these useful books, because those I have examined, however correct and admirable they may be in laying down rules of conduct, or laws of etiquette, do not generally appear to give the principles of social rights and duties, which are the basis of good behaviour. They seem to me rather external and superficial; whereas good manners are based on morals, and good intention must be the spring of all right action.

I have wished, also, to widen the scope of such instruction. Good behaviour is something more than the proper manners of the drawing-room, the dinner, or the ball. It belongs to all our relations

PREFACE.

to and intercourse with each other; therefore I have treated of the relations of husbands and wives, parents and children, masters and servants, employers and employed, landlords and tenants, tradesmen and customers, lawyers and clients, physicians and patients, clergymen and parishioners; of the varied relations of men and women to each other in our complex civilisation, the mutual duties involved in those relations, and the kind of behaviour to each other which will best promote the welfare and happiness of the whole community, as well as the grace and excellence, the charm and enjoyment of what is called society.

I have tried to make a good and useful book, and I shall be very glad if I have succeeded in making one which will prove also interesting and agreeable to its, I hope, numerous readers—one worthy to take its place in a list of "Works on Sanitary and Social Science."

T. L. NICHOLS.

MALVERN, *November, 1873.*

CONTENTS.

	PAGE.
CHAP. I.—Introduction, - - - - -	1
II.—Care of the Person, - - - - -	16
III.—Clothes, - - - - -	25
IV.—Deportment, - - - - -	38
V.—Manners, - - - - -	50
VI.—Accomplishments, - - - - -	59
VII.—Society, - - - - -	68
VIII.—Etiquette, - - - - -	82
IX.—Conversation, - - - - -	97
X.—The Family, - - - - -	124
XI.—Love, - - - - -	136
XII.—Marriage, - - - - -	148
XIII.—Work, - - - - -	160
XIV.—Service, - - - - -	171
XV.—Trade, - - - - -	178
XVI.—Speculation, - - - - -	187
XVII.—Professions, - - - - -	192
XVIII.—Aristocracy, - - - - -	205
XIX.—Religion, - - - - -	212
XX.—Miscellaneous Maxims, - - - - -	217

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that proper record-keeping is essential for ensuring transparency and accountability in financial operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent data collection procedures and the use of advanced analytical techniques to derive meaningful insights from the data.

3. The third part of the document focuses on the challenges and risks associated with data management. It identifies common pitfalls such as data loss, corruption, and security breaches, and provides strategies to mitigate these risks through robust backup and security protocols.

4. The fourth part of the document discusses the role of technology in modern data management. It explores how cloud storage, big data analytics, and artificial intelligence are transforming the way organizations handle their data, offering both opportunities and challenges.

5. The fifth part of the document addresses the legal and ethical considerations surrounding data collection and use. It stresses the importance of obtaining proper consent, ensuring data privacy, and complying with relevant regulations to protect individual rights and maintain trust.

6. The sixth part of the document provides a summary of the key findings and recommendations. It reiterates the importance of a proactive approach to data management and offers practical advice for implementing effective data governance policies.

7. The final part of the document concludes with a call to action, encouraging organizations to embrace data-driven decision-making and to continuously improve their data management practices to stay competitive in a rapidly changing market.

HOW TO BEHAVE.

CHAPTER I

INTRODUCTION.

BEHAVIOUR is an Anglo-Saxon word, very strong and comprehensive in its significance. It means *being* and *having*; character and conduct; what we are and what we do. It includes bearing, carriage, conduct, demeanour, manners, morals, condition, and belongings. It comprehends civility, politeness, neighbourliness, friendliness, fellowship, kindness, charity; whatever makes a man worthful in himself, and enables him to be a comfort, help, and blessing to society. I take, therefore, "HOW TO BEHAVE" as the simple and homely title of a book on manners and morals, which I intend to be different from any yet written—more comprehensive; more based on principles; more practical and useful.

It is not merely a manners book—not simply a book of etiquette; but it treats of the elements of good manners, and the moral principles which are the basis of all right being and right doing—of good behaviour. It is an attempt to teach, in the plainest and most thorough manner, what every man and woman ought to know and do for themselves, and their own health, comfort, dignity, and happiness, and