

Strengthening Your Reputation

Using the list on pages 457–458, and any other factors that are important to you, indicate below how you can improve your reputation by developing in each of the following:

Appearance: _____

Promptness: _____

Trustworthiness: _____

Honesty: _____

Responsibility: _____

Courtesy: _____

Preparedness: _____

Appropriateness: _____

Discrimination: _____

Service: _____

Other: _____
