

# Talking

## *Do's*

1. Speak the truth
2. Speak politely in a moderate voice
3. Talk in a reasonable and humble tone
4. Speak according to the age and ability of the addressee, so as to make it easy for them to understand
5. Be brief and to the point
6. Think carefully before you speak

## *Don'ts*

1. Do not dirty your tongue with filthy talk, backbiting or speaking ill of others
2. Do not boast or indulge in self-praise
3. Do not swear or disgrace anybody
4. Do not speak in a delicate and seductive tone to the opposite gender
5. Do not interrupt or interfere in the conversation of others without their permission
6. Do not speak in a language that others in your group don't understand. This can make them feel uncomfortable
7. Do not isolate someone from a conversation
8. Do not engage in idle chatter

