

How to Win Friends & Influence People: Pt IV: *Be A Leader: How To Change People Without Giving Offense or Arousing Resentment*



Principle

Concept of Principle

When & how have you seen this

Begin with praise and honest appreciation

Call attention to people's mistakes indirectly

Talk about your own mistakes before criticizing
the other person

Ask questions rather than giving orders

Let the other person save face

Praise the slightest improvement and praise
every improvement. Be "hearty in your
approbation and lavish in your praise.

Give the person a fine reputation to live up to

Use encouragement. Make the fault seem easy
to correct.

Make the other person happy about doing the
thing you suggest.
