

Name _____



Respectful Recognition

Directions: Read the nonfiction passage below about giving and receiving compliments in real-life situations. Then answer the comprehension and reflection questions that follow.

Compliments play an important role in both social and workplace relationships. A sincere compliment can motivate others, strengthen trust, and improve teamwork. In a school setting, a simple statement such as "I appreciate how you always help during group work" shows respect and awareness of others' efforts. In the workplace, compliments can improve morale when used appropriately, such as saying, "Your presentation was clear and organized."

However, the key to giving effective compliments is honesty and timing. Compliments should focus on effort, skill, or attitude rather than appearance or personal traits. Likewise, knowing how to receive a compliment is just as important. A respectful response such as "Thank you, that means a lot" shows gratitude without bragging. Over time, using kind words in this way helps build positive communication skills that lead to better cooperation in both academic and professional environments.

Comprehension and Reflection Questions:

1. What is one positive effect of giving sincere compliments in a group or workplace?
2. According to the passage, what should a good compliment focus on?
3. Why is honesty important when giving compliments?
4. What is a respectful way to respond to a compliment?
5. How can compliments improve teamwork and relationships?
6. Write your own example of a compliment that could be used in a professional or school setting.
7. Reflect: How do you feel when someone gives you a genuine compliment, and why do you think that feeling matters?