

## WAYS OF ADDRESSING, EXPRESSING POLITENESS

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## MUROJAAT QILISH, XUSHMUOMALALIKNI IFODALASH USULLARI

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**Annotatsiya.** Ushbu maqolada ingliz tilida gapirish vaqti, muloqotning afzalliklari va samaradorligi va undan foydalanish mumkin bo'lgan turli kontekstlar muhokama qilinadi. Hamkorlar bilan ingliz tilidagi suhbatlarda foydalanish uchun til dekoratsiyasi va lug'at bo'yicha takliflar mavjud. Biz ingliz tilida samarali muloqotning afzalliklarini, masalan, munosabatlarni yaxshilash, g'oyalarni aniqroq tushunish, muvaffaqiyatli muzokaralar va martaba istiqbollarini o'rganishimiz mumkin.

**Kalit so'zlar:** til, ingliz maktablari, muloqot, murojaat qilish va etiket, muvaffaqiyatli muzokaralar, muloqotning samaradorligi, tana tili.

**Annotation.** This article discusses the time of speaking in English, the advantages and efficacy of communication, and the various contexts in which it can be used. There are suggestions for language room décor and vocabulary to employ in English conversations with partners. We could delve into the benefits of effective communication in English, such as improved relationships, clearer understanding of ideas, successful negotiation, and enhanced career prospects.

**Keywords:** language, English schools, communication, addressing, and etiquette, successful negotiation, efficacy of communication, body language.

**Аннотация.** В этой статье обсуждается время разговора на английском языке, преимущества и эффективность общения, а также различные контексты, в которых его можно использовать. Есть предложения по оформлению языковой комнаты и словарному запасу, который можно использовать в разговорах на английском языке с партнерами. Мы могли бы углубиться в преимущества эффективного общения на английском языке, такие как улучшение отношений, более четкое понимание идей, успешные переговоры и улучшение карьерных перспектив.

**Ключевые слова:** язык, школы английского языка, общение, обращение и этикет, успешные переговоры, эффективность общения, язык тела.

**INTRODUCTION (KIRISH).** Politeness is like a glue that holds people together during conversations. It's not just about being nice; it's about showing that you care about others. In this article,

we'll look at different ways to be polite when talking to others. From using formal titles to saying "please" and "thank you," each small thing can make a big difference in how people feel. It is also discussed that



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it is crucial to learn how to make our conversations more respectful and friendly and discover the importance of politeness in building better relationships with others.

One notable scholar who has extensively researched politeness in communication is Dr. Penelope Brown, along with her collaborator, Dr. Stephen Levinson. Their seminal work "Politeness: Some Universals in Language Usage" (1978) laid the foundation for the study of politeness in linguistics and communication studies.

In this work, Brown and Levinson proposed the theory of politeness strategies, which suggests that speakers use various linguistic strategies to mitigate potential face threats and maintain positive social interactions. They identified two main types of politeness strategies: positive politeness, which involves emphasizing commonalities and solidarity with the addressee, and negative politeness, which involves mitigating imposition and respecting the addressee's autonomy.

Brown and Levinson's theory has been widely influential in the study of politeness across cultures and languages. Their framework has been applied in diverse contexts, from everyday conversations to professional discourse, and has informed research in sociolinguistics, pragmatics, anthropology, and psychology.

**MATERIALS AND METHODS / (ADABIYOTLAR TAHLILI VA METOD).** It's essential to address and demonstrate civility in a variety of ways in an English school. Here are a few methods for doing this:

➤ **Employing formal terminology.** It is crucial to utilize formal language to demonstrate respect while addressing the teacher or fellow students. Using titles like "Mr.", "Ms.", or "Professor" as well as courteous expressions like "please" and "thank you" are examples of this. Formal language must be used in the classroom to uphold professionalism and foster a polite learning atmosphere. This entails speaking politely and respectfully to others, utilizing good grammar, and refraining from using slang or colloquial language. Students are encouraged to communicate clearly and articulately when utilizing formal language, which can help them learn and comprehend the material being taught better.

Furthermore, the use of formal language

fosters a serious and important atmosphere in the classroom, which can improve every student's learning experience in general.

➤ **Showing others respect:** It's critical to show individuals in the classroom respect by listening to them, respecting their thoughts and opinions, and not interjecting. It is necessary to establish a constructive and effective learning environment.

The following advice can help you behave respectfully in the classroom: Wait for your turn to talk after listening to others without interjecting. Be mindful of your fellow students, instructors, and other school personnel. Steer clear of disruptive habits like talking out of turn, chatting loudly, and using your phone in class. Engage in active participation in class discussions and activities to demonstrate your enthusiasm for learning. When speaking with people, be aware of your tone and phrasing, and use courteous and respectful words. Even though you may not agree with your peers, respect their viewpoints and beliefs. Respect the learning environment, arrive on time, turn in assignments on time, and abide by the rules and restrictions your teacher has set. You may help create a classroom environment that is respectful and positive for all students by putting these suggestions into practice.

➤ **Speaking appropriately:** It's critical to speak appropriately in the classroom, steering clear of slang and foul language. This shows consideration for other people and contributes to the development of a welcoming and supportive learning environment. To foster a supportive and effective learning environment, it is critical that teachers speak in a professional and courteous manner in the classroom. This involves refraining from using slang, foul language, or disparaging terms. To make sure that pupils comprehend the content being delivered, it's also critical to employ language that is straightforward and simple.

Creating an inclusive and welcoming classroom atmosphere also requires the use of inclusive language that values variety and fosters a sense of belonging for all kids.

➤ **Being aware of body language:** In the classroom, body language can also be used to express politeness. This entails maintaining eye contact, demonstrating understanding with a nod,

and displaying friendly and open body language. Body language has a big influence on the learning environment and is essential for effective communication in the classroom.

The following advice can help you be aware of body language in the classroom:

- *Keep your posture straight.* Being erect while sitting or standing might demonstrate self-assurance and focus. Hunching over or slouching over can convey a lack of attention or involvement.

- *Make eye contact:* Making eye contact with students demonstrates your active listening and engagement while also helping to build a relationship. Refrain from gazing off or staring too much.

- *Use gestures wisely.* You can accentuate ideas or provide clarification by using right-hand gestures. Excessive or distracting gestures, however, may work against you.

- *Keep an eye on your facial expressions.* They can portray a broad spectrum of emotions, so pay attention to how you are expressing yourself. A grin can convey a feeling of positivity and friendliness, but a furrowed brow can convey disarray or annoyance.

- *Respect students' personal space.* It is conscious of how your closeness to them may impact their comfort level. Make room and be mindful not to encroach on their own domain.

➤ **Mirror and match body language:** Mirroring or matching students' nonverbal cues can facilitate rapport-building and connection-making. Observe how they convey messages nonverbally, and modify your body language accordingly.

Recognize cultural differences: Body language can be interpreted differently in different cultures due to differences in customs. Be mindful of cultural variances, and make sure your expressions and gestures are appropriate and polite. You may foster a welcoming and inclusive learning atmosphere in the classroom by being aware of your own body language and observing your students' nonverbal clues.

➤ **Providing assistance and support:** Another aspect of classroom etiquette is providing peers with assistance and support when needed. This can involve offering homework help, explaining ideas, or just listening sympathetically. Students can

foster a cooperative and courteous learning environment that encourages learning by implementing these tactics in the classroom setting.

It is your responsibility as a teacher to establish a secure and encouraging learning atmosphere where students feel free to ask for assistance when they need it.

**DISCUSSION AND RESULTS (MUHOKAMA VA NATIJALAR).** The following are some methods you can use to assist and encourage your students: Be personable and reachable. Inform your pupils that you are here to assist them and invite them to contact you with any queries or worries they may have. Offer personalized assistance: Spend time getting to know each student so that you can comprehend their unique requirements and learning preferences. Give them individualized support to ensure their success. Promote cooperation among peers: Encourage cooperation and mutual support among your pupils as you cultivate a feeling of community in the classroom. Group projects and peer tutoring can facilitate peer learning. Provide supplementary materials: Provide students who might require more support with more materials, tools, and resources. Worksheets, internet resources, or tutoring services could be included in this. Establish a welcoming environment for learning. When interacting with students, be upbeat and supportive. Honor their accomplishments and provide helpful criticism to enable them to get better. You can foster a supportive learning environment in the classroom where all students feel appreciated and may succeed academically by providing assistance and support.

**CONCLUSION (XULOSA).** In conclusion, it's critical to stress the need for civility in communication in English classes. We can assist kids in navigating social encounters in an efficient and courteous manner by teaching them several ways to address and convey civility. Students can acquire the linguistic proficiency and cultural sensitivity required to behave with regard and civility in social situations through practice and modeling. In the end, cultivating a culture of civility in the classroom can result in more peaceful interactions and effective communication in a globalized and diverse community. While the evidence supporting the study of politeness may not always be as straightforward or quantitative as in some scientific disciplines,

interdisciplinary research in these fields contributes to a deeper understanding of the importance and implications of politeness in communication. By drawing on insights from multiple disciplines, researchers can provide a holistic perspective on the significance of politeness in human interaction.

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