

FOCUS ON DIVERSITY

LOSE IT	USE IT	LOSE IT	USE IT
Policemen	Police Officer	Firemen	Firefighter
Black Sheep	Outcast	Gals	Women
Acts like a wild Indian	Out of control	Postmen	Postal Worker
Wheelchair Bound	Wheelchair User	My Ole Lady (Man)	Wife (Husband)
Gifted Children	Advanced Learners	Race	Ethnicity
Uneducated	Lacking formal education	Foreigner	International
Colored Some prefer: (ask) Some prefer: (ask)	People of Color Black Americans African Americans	Girls	Women
Dumb Blonde	Just lose it!!	Old People	Seniors
Half-Breed	Multi-Ethnic	Manpower	Staff
Deaf Mute	Hearing & Speech Impaired	Chairman	Chair
Stewardess/Steward	Flight Attendant	Waiter/Waitress	Server
Manpower	Staff		
Crippled	Disabled or Person with a disability		
Broken Home	Blended Family or Single Parent Family		
Slang Words to Define National Origin	American, Mexican, Italian (name the country)		
Honey, Sweetheart, Darling	Do not use terms of endearment at work; save them for your personal relationships		
What can you add to this list?	_____		

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