

The Real-Life Manifestations of Workplace Incivility

**Sharone Bar-David, *Trust Your Canary:
Every Leader's Guide to Taming Workplace Incivility*
(Fairleigh Press, Toronto, 2015)**

- No hellos, skipping greetings.
- Eye-rolling.
- Belittling of opinions, experience, and skills.
- Talking down.
- Sarcasm.
- Gossip.
- Cliques, social exclusion, shutting someone out.
- Dismissive, excluding, or judgemental body language.
- Dismissive sounds.
- Interrupting, intruding on boundaries.
- Rude use of technology.
- Raised voice.
- Silent treatment.
- Passing blame for mistakes onto others.
- Stealing ideas and taking credit.
- Speaking a foreign language in the presence of people who don't understand that language.
- Arriving late when others rely on you coming on time.
- Withholding information.
- Use of profanity or swear words.
- Asking for input and then ignoring it.
- Side conversations during business meetings and presentations.
- "That's just who I am" attitude.