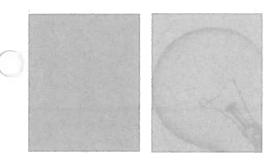


putting the "care" in guest care
[participant guide]



"We should give as we would receive, cheerfully, quickly, and without hesitation; for there is no grace in a benefit that sticks to the fingers."

Seneca
 Roman statesman, dramatist and
 Stoic philosopher (5 B.C.-65 A.D.)

intended outcome This experience will create an opportunity for you to explore the elements that contribute to exceptional customer service. This module focuses primarily on the "Care" element of customer satisfaction.

You will:

- Define the elements of exceptional customer service
- Identify unique elements that move good service to exceptional service
- Identify specific ways that your customers evaluate the level of "caring" received



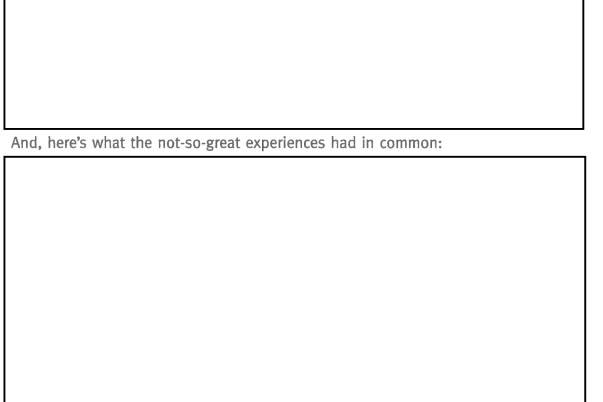


Engage: Your Experience of Service

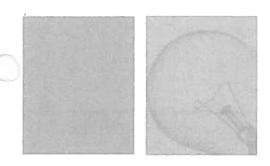
Here's what the great experiences had in common:

In your group, share one example of great customer service and one example of not-so-great customer service that you experienced recently. After everyone has had an opportunity to share, discuss the common elements of both the great and the not-so-great experiences.









"I expect to pass through the world but once. Any good therefore that I can do, or any kindness I can show to any creature, let me do it now. Let me not defer it, for I shall not pass this way again."

Stephen Grellet
 French/American religious leader (1773-1855)

Share: How Customers Define Service

Think about any business you enjoy doing business with. Chances are, the reasons you continue to do business with them are that the product they sell is good or, even, great. And, the way they provide the service is good, and maybe even great.

A customer's overall experience of the service provided by you can be described as:

What they Buy—

How it is Delivered—

Care Demonstrated —

The actual service

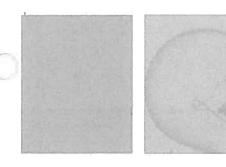
The way the product is received

The feeling

What you buy from your dry cleaner is the service of actually cleaning your clothes. The factors impacting your overall experience include how clean your clothes are, how quickly your clothes are ready and the friendliness of the clerk.

When you buy a cup of coffee at Starbucks, the experience is far different than purchasing a cup of coffee at the local gas station. The product quality combined with the delivery and the feeling determines the customer's overall experience.

	what they buy	how it's delivered	care demonstrated
Dry cleaners	Cleaning service	Fast? Slow? Consistent?	Friendly? Convenient? Clean?
Starbucks	Coffee	Experiential with many options to customize "your" coffee	Friendly people in a hang-out type of atmosphere
My example of not-so- great service:			
My example of great service:			



"You have not lived a perfect day, even though you have earned your money, unless you have done something for someone who cannot repay you."

Ruth Smeltzer

How Do Customers Define Care?

In this workshop, we are going to focus on the Care factor. When you ask customers to define caring, here is what they say about how they evaluate the degree of care:

Concern: Concern regarding how well my expectations were met

Knowledge: How knowledgeable the provider seems to be

Attitude: How positive the attitude of the provider is

Experience: How much the provider seems to care about my experience and about me

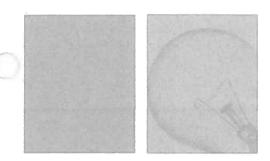
Time: How much value is placed on my time

Atmosphere: The feel-good factor of the environment

reflection:

Think back to the example of great customer service you shared earlier. Which of the following impacted your experience the most?





"Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it is the only thing that ever has."

Margaret Mead
 American anthropologist (1901-1978)

	Practice: Demonstrating Care	
	Take a few moments to make notes on how you demonstrate care to your guests. What else might you do?	1
	What's one thing you will do today that will show your guests how much you care?	
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