



Respect-O-Meter: 7-Day Challenge

Instructions:

1. **Do one small act of respect every day** — a kind word, a helping hand, or simply listening with patience — whatever respect means to you!
2. **Jot down what you did and why** — small acts can make a big difference!
3. **Upload** your completed tracker by **31st March (EOD)**. Let us make respect a daily habit!

Example:

Date	(Respect) Action Taken	Why It Matters (How will it make a difference?)
25-Mar	Replied to a Slack message promptly	It shows responsiveness and builds trust within the team.
26-Mar	Listened actively without interrupting	Makes the other person feel valued and heard.
27-Mar	Apologized for a mistake	Builds accountability and strengthens relationships.

Reflection Question: What is one habit you will continue even after this challenge?

Replied to each client email response within 24 hours or as soon as possible, slack messages respond on time and , Help juniors by providing guidance whenever required.



Date	(Respect) Action Taken	Why It Matters (How will it make a difference?)
22-Mar	Replied to each client email response within 24 hours or as soon as possible	It shows responsiveness and builds trust with clients that their addressed issues are being noticed.
23-Mar	Listened actively without interrupting.	Makes the other person feel valued and heard.
24-Mar	Replied to a Slack message promptly.	It shows responsiveness and builds trust within the team.
25-Mar	Apologized for a mistake.	Builds accountability and strengthens relationships.
26-Mar	Reach or join a meeting 5 minutes early.	It shows respect for other people's valuable time.
27-Mar	Help juniors by providing guidance whenever required.	It motivates or encourages them to push forward, work with superior teams and achieve faster milestones on deadlines.
28-Mar	Let the senior citizens sit at public transportation	Makes you a contributor person and helping hand to the society.

