

Eat Your Words Toastmasters

Club #5732686

District 37, Division B, Area 11



Date: ___/___/___ Location: _____

Time	Role/Activity	Member
6:15PM	Gather, network, order meals Sageant At Arms assigns roles	All/SAA
6:30PM	SAA announces role assignments	
6:40PM	Presiding Officer - Calls to order, welcomes, announces roles, introduces	
6:45PM	Toastmaster introduces functionaries and speakers	
6:46PM	Ah-Counter	
6:47PM	Grammarian	
	Word of the Day: _____ Definition: _____	
6:49PM	Timer	
6:50PM	Speaker #1	
	Time: ___ to ___ Path and project: _____ Title: _____	
6:58PM	Write notes to Speaker #1	ALL
6:59PM	Speaker #2	
	Time: ___ to ___ Path and project: _____ Title: _____	
7:07PM	Write notes to Speaker #2	ALL
7:08PM	Toastmaster introduces TT Master	
7:09PM	Table Topics Master	
7:11PM	TT #1	
7:14PM	TT #2	
7:17PM	TT #3	
7:20PM	TT #4	
7:23PM	Toastmaster introduces GE	
7:24PM	General Evaluator introduces	
7:25PM	Evaluator #1	
7:29PM	Evaluator #2	
7:33PM	General Evaluator evaluates entire meeting and calls for reports	
7:38PM	Ah-Counter	
7:39PM	Grammarian	
7:40PM	Timer	
7:41PM	Presiding Officer conducts busines and concludes meeting	
7:45PM	Meeting End/Socialize	ALL
8:00PM	Pack up	SAA

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