

Boaters Toastmasters – General Evaluation

<ul style="list-style-type: none"> ● Sergeant at Arms: ● Did the meeting start on time ● Enthusiastic ● Welcomed guests ● Housekeeping (cell phones etc) ● Introduced Toastmaster ● Pronunciation/ enunciation 	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● Commend 	<p>Recommend</p>	<p>Commend</p>
<ul style="list-style-type: none"> ● Toastmaster: ● Preparation ● Confidence ● Pronunciation ● Eye Contact ● Use of voice ● Use of body language ● Welcome guests ● Any changes to schedule on day ● Warm welcome to each speaker ● Lead applause, shake hand then sit down ● Thank each speaker ● Was timing kept to? 	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● Commend 	<p>Recommend</p>	<p>Commend</p>

<ul style="list-style-type: none"> ● Grammarians Bard: ● Preparation ● Greet TM, audience & guests ● Grammarian or Baird ● What was main point ● Eye Contact ● Pronunciation/ enunciation ● Use of voice 	<ul style="list-style-type: none"> ● Commend 	Recommend	Commend
<ul style="list-style-type: none"> ● Introducer 1: ● Greet TM, audience & guests ● Preparation ● Background on speaker ● Was the manual objectives explained well ● Timer given time for speech ● Pronunciation/ enunciation ● Eye Contact ● Warm enthusiastic welcome to speaker ● Speech title, name of speaker, speech title 	<ul style="list-style-type: none"> ● Commend 	Recommend	Commend
<ul style="list-style-type: none"> ● Introducer 2: ● Greet TM, audience & guests ● Preparation ● Background on speaker ● Was the manual objectives explained well ● Timer given time for speech ● Pronunciation/ enunciation ● Eye Contact ● Warm enthusiastic welcome to speaker ● Speech title, name of speaker, speech title 	<ul style="list-style-type: none"> ● Commend 	Recommend	Commend
<ul style="list-style-type: none"> ● Introducer 3: 	<ul style="list-style-type: none"> ● Commend 	Recommend	Commend

<ul style="list-style-type: none"> ● Greet TM, audience & guests ● Preparation ● Background on speaker ● Was the manual objectives explained well ● Timer given time for speech ● Pronunciation/enunciation ● Eye Contact ● Warm enthusiastic welcome to speaker ● Speech title, name of speaker, speech title 				
<ul style="list-style-type: none"> ● Table Topics Master: ● Choice of topics ● Pronunciation ● Advice of timing to timekeeper ● Welcome of each speaker ● Transition to each speaker smooth 		<ul style="list-style-type: none"> ● Commend 	Recommend	Commend
<ul style="list-style-type: none"> ● Evaluator 1: ● Welcome to TM, audience and guests ● Re-cap objectives ● Give speaker useful recommendations ● Eye contact ● Pronunciation/ enunciation/voice projection/body language ● Voice projection ● Sum up evaluation and finish on a commendation 		<ul style="list-style-type: none"> ● Commend 	Recommend	Commend
<ul style="list-style-type: none"> ● Evaluator 2: ● Welcome to TM, audience and guests 		<ul style="list-style-type: none"> ● Commend 	Recommend	Commend

<ul style="list-style-type: none"> ● Re-cap objectives ● Give speaker useful recommendations ● Eye contact ● Pronunciation /enunciation/voice projection/body language ● Sum up evaluation and finish on a commendation ● 				
<ul style="list-style-type: none"> ● Evaluator 3: ● Welcome to TM, audience and guests ● Re-cap objectives ● Give speaker useful recommendations ● Eye contact ● Pronunciation /enunciation/voice projection/body language ● Sum up evaluation and finish on a commendation 	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● Commend 	<ul style="list-style-type: none"> ● Recommend 	<ul style="list-style-type: none"> ● Commend
<ul style="list-style-type: none"> ● Table Topics Evaluator ● Welcome to TM, audience and guests ● Give speakers useful recommendations ● Eye contact ● Pronunciation / enunciation /voice projection/body language ● Got to the point 	<ul style="list-style-type: none"> ● 	<ul style="list-style-type: none"> ● Commend 	<ul style="list-style-type: none"> ● Recommend 	<ul style="list-style-type: none"> ● Commend

Sum up meeting