



COMMUNICATE

September/October 2002

Committed Communicators Toastmasters Newsletter
District 63, Division E, Area 50, Club #2871

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Thinking and Speaking on Your Feet

The ability to “think and speak” on your feet is an important skill that will help you be successful. Toastmasters get the chance to practice 1-2 minute impromptu speeches during the “table topics” portion of the Toastmasters Club meeting.

The following strategies for impromptu speaking can help you become more comfortable and successful with speaking on the spur of the moment:

1. *Pause.* Feel free to pause for a few moments to collect and organize your thoughts. There’s no law that says you have to speak immediately.
2. *Be decisive.* Once you

pick your main theme, stick with it. Don’t change subjects in midstream.

3. *Structure your thoughts.* Like a prepared speech, an impromptu speech has an opening, body and conclusion.
4. *Open with a general statement.* This helps you (by giving you extra time to organize your thoughts), and it also helps your audience (by giving them a “preview” of your message).
5. *Offer just two or three main points.* Focus on details related to these main points. But try not to get bogged down in confusing chronological details,

(e.g., specific dates, etc.).

6. *Look at the whole room.* Do not just focus on the person who asked the question.
7. *Wrap up with a firm conclusion.* Once you’ve offered your conclusion, don’t amend it. Avoid the temptation to add, “Just one more point...” Stop. Period.
8. *Read.* You will be able to respond better if you are knowledgeable about current events. Read major magazines and newspapers, and watch television newscasts.

~Adapted from *Toastmasters International Materials* and “It’s Not What You Say, It’s How You Say It” by Joan Detz

Communities Benefit from Toastmasters

Toastmasters has helped many members in their community service activities. Using the speaking, teamwork and leadership skills developed in Toastmasters, members have become more active in

business, churches, service organizations, charities and even government.

Toastmasters members are able to organize activities, conduct meetings, provide useful feedback and present

both impromptu and prepared speeches they represent their organizations.

~Adapted from *Toastmasters International Materials*

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Notable Quotable

“What would life be if we had no courage to attempt anything?”
~Vincent Van Gogh



Did You Know?

Toastmasters International Tidbits:

- Toastmasters has nearly 180,000 members in 8,800 clubs
- In approximately 70 countries there are active Toastmasters clubs
- Toastmasters was founded in October 1924 by Dr. Ralph Smedley
- The first Toastmasters club was started at the YMCA in Santa Ana, California
- Since being founded nearly 78 years ago, Toastmasters has helped some 4 million men and women give presentations with poise and confidence
- Toastmasters has grown to the world’s largest organization devoted to developing people’s public and interpersonal communication skills
- Toastmasters International headquarters is located in Mission Viejo, California

Congratulations!

James Wynn
Competent Leader Award

Clancy Hoban
New Member



Happy Birthday. . .

Rhonda Harris – Sept 3
Jackie Schell – Sept 9
Daniel Green – Sept 24
Clancy Hoban – Oct 14

Meeting Our Club Goals

	Goal	Status
1	Two CTMs	
2	Two more CTMs	
3	One ATM (B, S or G)	
4	One more ATM (B, S or G)	
5	One CL, AL or DTM	GOAL MET!
6	One more CL, AL or DTM	GOAL MET!
7	Four new members	3 new members!
8	Four more new members	
9	Min. four officers trained each of the 2 training periods	½ Way to Goal!
10	Membership report and officer list submitted on time	GOAL MET!

Recognition

- Achieve 5 of 10 goals = Distinguished Club
- Achieve 7 of 10 goals = Select Distinguished Club
- Achieve 9 of 10 goals = President’s Distinguished Club

Mark Your Calendar

Upcoming Events

- September 24 – Area 50 Humorous Speech and Evaluation Contest, 6:00 p.m. at NES
- October 1 – Division E Humorous Speech and Evaluation Contest, 6:30 p.m. at Caterpillar
- October 18-19 – District Toastmasters Fall Conference in Knoxville, TN

Upcoming Meeting Themes

- September 12 – Worst Insect Story
- September 26 – Favorite TV Program
- October 10 – Best Teacher Ever
- October 24 – Favorite Entertainer

Meetings are held on the 2nd & 4th Thursday at 7:00 a.m. at the Freedom Center 4th Floor Training Room (located at 8th & Union, downtown Nashville)

Club Officers

President – Daniel Green
VP Education – Sharon Tate
VP Membership – James Wynn
VP Public Relations – Jackie Schell
Secretary – Rhonda Harris
Treasurer – Gary Stewart
Sgt at Arms – Daniel Green

