



PARRA NATTA

Parramatta Toastmasters Club No 2274, Area 13, Western Div, Dist.90

Meeting No: 1314

7 April, 2016

Theme Meeting: Renovation disasters

Our first meeting in April was a crash course on handling meetings. As always we had a delightful array of assignments well prepared and presented with an equally excellent set of speeches, but the highlight of last meeting was definitely the business session. By the standards of Parramatta Toastmasters any business session without a few objections, recital of rules by Ron or Gary and two or three people popping up to second motions simultaneously is considered a dull affair. Our Chairman 1 for the evening was Andrew Iverson, who did a fantastic role of introducing each speaker to the stage during the first set of assignments. The Chairman 2 of the evening was Michael Said, who is standing for the role of District director next year. The members seemed more that happy to give him some practice for his upcoming role at the District. People were refusing to second motions. Members who had already spoken for a motion then wanted to amend it. At a time there were 3 or 4 members popping up and down with changes, requests and other rule book advises. Michael was well prepared and he batted them off with panache and showed he was well up to the task and took full control and kept the meeting under control .

Special mention needs to be made about Karl's ' inspirational, because he told a personal story and we heard yet another example of how toastmasters is an encouraging ad supportive family that gives people strength in needs of time. Karl was going

through a rough patch career vice and had now found a new role. He thanked all the support he received from toastmasters during the past few months when he was feeling low.

The second half of the meeting was just fantastic. We had a brilliant mix of old and new



Ian Lipski wins the stirrers spoon for the third time in a row

Toastmasters delivering speeches. Sam Ekinci gave the final speech from his advanced speech manual and received his ACB badge. Both Ingrid Bascur and Andrew Emerson delivered their second speeches from the CC manual. Even though they were only on their second speeches the quality of their speeches and presentation skills were admirable. We heard David Griffith present his winning speech that he is perfecting for his Dist 90 International speech contest. Elizabeth Wilson evaluated his speech and gave him two very good points of recommendation. she told him how he could

restructure his speech for better impact and also told a personal story of another speech had touched her and she couldn't stop talking about it for days. She advised David to have a message like that, which would affect the audience directly a leave an impact. We also had the rare pleasure of hearing a Gary Wilson speech, which was evaluated by Peter Steinhour, who had a point of recommendation for the veteran that is while on stage always move from right to left instead of left to right.

Meet the Member - Wendy Lipski



Wendy is one of the nicest people in the club who is always there to lend a helping hand to anyone in need with a warm smile to go with it. She is probably a record holder for achieving her DTM in a very short span of time. Wendy is also an excellent speaker and an insightful evaluator. She was the first runner-up at the western division contest this year.

Q. When did you join toastmasters and how did you hear about it?

A: I read an Article online written by Alicia Denis about Toastmasters. I called up and coordinated with her and joined in Oct 2008.

Q. Who were your mentors?

A: My original mentor was Cheryl Piper. Gary Wilson has been a mentor through out my journey.

Q: You earned your DTM in just 5 or 6 years time. How did you do that?

A: I really wanted to get certified , so I quickly worked through all my speeches and leadership roles. When you are in those leadership roles you cannot take part in contests, that is the reason most people put off taking up those roles and takes them longer to reach their DTM certification.

Q: What did you find most challenging in your journey to be DTM ?

A: The hardest role would have been Area Governor. I enjoyed every moment of it. But I was working that time in N. Sydney, which was far away for me. Between work and Toastmasters duties I wasn't getting enough sleep. I enjoyed all the leadership roles it was the speeches that I felt were more challenging.

Q: Was there a role that you were reluctant to take, but then completely surprised yourself in?

A: I was just two months old in toastmasters when Kristin Linklater, then Area Governor asked me to take up the VPPR role. It was a big challenge. Damien Coorey spent hours teaching me publisher. I was that hopeless, but I ended up runner-up at the District PR contest that year with my newsletters.

Q: What do you like best about Toastmasters?

A: Definitely all the supportive and encouraging community of people. I had just migrated from New Zealand and Toastmasters gave me sense of belonging in the society. Toastmasters help people reach their potential. When people are able to do that they have higher self esteem and become better versions of themselves. I also enjoy watching and helping women find their strength and grow, finding their voice.

Q. What are your fondest memories of your journey at Toastmasters?

A: There are so many happy memories. But getting my DTM and finding my husband are the best memories.

Q: What's your advice to newer members?

A: to step out and develop their confidence and not to be intimidated by their senior members. They are really good now because they put so much work and effort into what they do. For example David is a champion speaker. He came in with good skills but I do not know anyone who does as much work as David in Perfecting and practising his speeches. None of the skills in Toastmasters is unteachable.

12 steps to achieving excellence onstage.

From the Toastmaster magazine October 2015

When you are the master of ceremonies (also known as an emcee) of an event, your role is crucial to the success of the program, whether it's for your company, a professional association or a non-profit organisation. A bad emcee can ruin an event while an excellent one creates a seamless and engaging experience in which speakers feel comfortable and the audience feels included from start to finish.

"As an emcee, you have to stay in control, even if the unexpected happens."

From my experience as both an emcee and a professional speaker, these 12 tactics can help you shine.

1. Be clear about your role.

An emcee can play many roles, ranging from reading a few speaker introductions to writing remarks for all speakers. Each occasion has its own unique requirements and challenges, so confirm your role with the meeting organiser and be clear about your responsibilities and the organiser's expectations.

2. Prepare speakers thoroughly.

If your job is to prepare speakers, find out everything you can about the event well in advance—several months before, if possible, and again several weeks before, if necessary. Tell the speakers the theme, the audience size and background, and the expectations about the content and time limits of their remarks. It's also important for speakers to know the logistics, including the stage set-up, microphone options and dress code. Keep speakers informed of any changes that may occur. If possible, request a copy of the speakers' remarks or outlines a few days before the event. Reference their remarks in your own comments and review the amount of time each one plans to speak.

3. Opening remarks set the tone.

The emcee is usually the first person who speaks at an event. Your energy, confidence and sincerity should match the spirit of the event. It should set the tone for the occasion. This is not the time for "ums" and "ahs," ad-libbing jokes or discovering problems with the sound system. Print your remarks or outline in a font size you can easily read, and make sure your words are relevant to the theme and the host company or organisation.

4. Don't "wing" introductions.

An introduction should be short, relevant and prepared in advance rather than made up on the spot. Sometimes speakers send their own introductions; other times you create the introductions using material from the person's bio. Each one should only be a few sentences long. Write out an introduction for each speaker and read each one in a confident and engaging manner.

6. Titles matter.

It's important to use the appropriate titles for dignitaries and elected officials, and to follow protocol for the order in which such people should be introduced. Unless you're an expert in these matters, find someone who is. Search your network for a protocol expert or business writing professional who is familiar with proper salutations and titles.

7. Staying on time matters.

I once emceed a breakfast for the Women's Business Development Council. Nine speakers, three panellists, one moderator and I participated within a 90-minute time frame for an audience of 700 people. The program was to be followed by a networking event, so people needed to leave the breakfast on time to get to the networking program on time and get back to work on time. That kind of timing precision does not happen without planning and organisation.

Prepare, practice and time each section you are responsible for. And while you cannot control how long other people speak (unless you are writing their remarks), you can emphasise in your early speaker preparation the importance of staying within the time limit. Build in extra time and know ahead of time what material you can cut or condense if you start late or something goes over time.

I kept my minute-by-minute schedule on the lectern and made sure I could see my watch easily to compare the actual time to the planned time. We started less than five minutes late and ended on time without feeling rushed.

8. Do an on-site rehearsal.

An on-site rehearsal before the event is crucial to the smooth running of the live event. The night before one of the events I emceed, I went to the hotel conference centre and practiced my remarks onstage. I did a sound and light check and found that the lights were so bright that I could not read my remarks. I asked the lighting

technicians to dim them enough so I could see clearly, yet not so much that the stage was dark. Had I not rehearsed on-site, I would have been blinded by the lights during my opening remarks in front of a live audience.

9. Don't introduce strangers.

It's helpful to meet the people you are introducing before the day of the event. If that's not possible, seek them out on the day of the event, prior to showtime, and introduce yourself. Putting a face to a name will help both of you feel more comfortable, and you will sound more sincere in your introduction. You can also confirm name pronunciations one final time and determine where the people are sitting so you know where to look for them.

10. Manage the stage.

Many years ago at Toastmasters, I learned a crucial lesson: "Never leave the stage empty." If you introduce someone, wait for them to get onstage before you step to the side. (If the stage is small, or the person you're introducing is going to be making lengthy remarks, step off-stage once the person gets onstage.) If appropriate to the event, start clapping when you introduce the person and don't stop until you shake hands with them or greet them onstage.

11. Be prepared for the unexpected.

As an emcee, you have to stay in control, even if the unexpected happens. Prepare for how you will respond if the fire alarm sounds, or a speaker forgets her notes or a technology glitch occurs. I once saw a CEO get completely flustered onstage when a video he introduced didn't play. He fumed and fussed, but he didn't know what to do or who to ask for help.

12. Make sure to follow up.

After the event, ask for feedback from the meeting organiser, other speakers and audience members, and review the video, if there is one. Ask what worked well and what could work better next time. I usually ask a colleague in the audience to time each segment so I can compare the actual timing against the original plan. Ask for the colleague's timing notes.

The information you gather can help you prepare for the next event you emcee. Be sure to follow up and thank all the speakers and everyone who helped make the event a success.

The next time you emcee an event, keep these 12 tactics in mind. With a little work and some careful preparation, you can create a positive experience for the company or organisation, the speakers and the audience members.

Mark your Calanders

21 April

: Meeting themed : Accept the challenge

29 April – 2 March

: First ever Dist 90 Toastmasters Annual conference

Visit : <https://d90events.wordpress.com/>

3 May 2016

: Speechcraft starts

Venue : Rowald Hassall School

Time : 6.30 – 9.30pm