

For Better Thinking—Speaking—Listening

The TOASTMASTER

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Editorially Speaking

The wise mariner charts his course before he starts.

He is going somewhere. He knows the destination. He needs to plan how to get from here to there in the best way and the shortest time.

He studies the routes and selects the best one. He considers the possible impediments — the rocks and the shoals, the cross currents, the adverse winds, the storms which may sweep across his course, and he plans how to meet them. He tries to make sure of a quick and prosperous journey, and a safe arrival in port.

Life is like that. It takes wise planning.

The intelligent person tries to decide on his goal, and then plans to reach it. He sets up marks to guide him, and to indicate his progress. His purpose puts meaning into his life, and gives direction to his efforts. By planning and perseverance, he achieves his purpose.

Speech is like that. It takes purpose and planning.

Whether you are planning a speech or preparing for a journey or designing your own life, the conditions for success are much the same. You must have a purpose, a destination. You must know where you are going, and why. The conclusion of the speech is foreshadowed in the opening sentences. Your hotel reservations depend on the point where you expect to arrive. The conduct of your life is determined by the goal for which you aim.

As you stand on the threshold of a new year, the year 1955, look ahead. How far do you expect or desire to go this year? Where do you want to be on January 1, 1956? What is the best way to get there?

From book by Ralph Smedley on
"The Great Peacemaker"

THE

PRESIDENT

THE president of any assembly is the one, literally, who "sits out in front." That is the literal meaning of the word in its Latin background, *praesidere*, (*prae*, before, plus *sedere*, to sit.)

Other titles are applied to him, in accordance with the preference of the organization. He may be the chairman, in which case he occupies *the* chair in the meeting. Other members may sit in chairs also, but the chairman has the chair of office or of honor, from which he conducts the meeting.

In some assemblies he is known as the moderator. In this capacity he may be expected to serve as an arbitrator or umpire or controller, who guides and restrains.

Whatever his title may be, the president's duties are quite plain and simple. He serves primarily to keep things moving in orderly fashion, making decisions as to procedure and guiding the work so as to get the business done in a prompt and democratic manner. He is not a "boss" nor a dictator. He is primarily the servant of the organization. Tact and courtesy are his characteristics. To these he should add good judgment and an open mind.

Sometimes there appears to be an impression that the one chosen to be president is thereby miracu-

lously endowed with almost infinite wisdom and power. When he becomes president, he may think that he has all knowledge and understanding, and his word is law. His will must not be thwarted. That is what *he* thinks. He will learn better, or he will have a miserable time.

Any person who takes the office with that notion in his mind is foredoomed to disappointment and failure. If he is presiding over an assembly of plain speaking, clear thinking people who know their way about, he will find himself checked, corrected, and generally put in his place.

The duties of the president are quite lucidly set forth by Robert, in the "Rules." Here we find that his first business is to call the meeting to order at the appointed time, not half an hour late. He comes before the assembly with the order of business before him, and he announces the business to be considered in the order in which it is to be acted upon. If any special matters are to be considered, outside of the ordinary routine business, he will have at hand the agenda, which has been prepared in advance in conference with his Executive Committee or his Board of Directors. He recognizes speakers, states motions which are offered, conducts the discussion, and puts matters to a

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vote. After the voting, he announces the result.

When discussion is in progress, he restrains the members, keeping them within the established rules of order, and he enforces the observance of order and decorum. When questions of order arise, he makes the decision, always subject to an appeal.

He does not act as a dictator, and his rulings are not arbitrarily given, but are always based on the principles of right and justice, and on the accepted rules of procedure. The assembly may reject his rulings by a formal vote, in which case he gracefully accepts their decisions.

In general, he represents the assembly, and by his signature he authenticates the orders and proceedings which have been adopted. In all things, according to Robert, he obeys the commands of the meeting or the organization as expressed in its corporate actions.

As a matter of practice, the president is supposed to stand instead of sitting when he puts a motion to the vote, and when discussion is a matter of short remarks by various members who wish recognition. When a lengthy speech is being made, he takes his chair and relaxes. In smaller groups or in the case of informal meetings, he may sit or stand as he prefers, but he must always be in the position of control or direction.

The president is entitled to vote when the voting is by ballot, and in other cases when his vote will

change the result, either by creating a tie or by breaking it. In case of a motion which refers especially to the president or chairman, the maker of the motion should put it to the vote, thus sparing the chairman the embarrassment of calling for a vote of thanks or censure for himself. In no case does the president have a right to cast more than one vote.

A wise president never takes advantage of his position to enter into a discussion. If he wishes to talk about the matter being debated, he calls another member, preferably the vice-president, to take the chair for the time being, while he, the president, secures the floor and speaks on the level with the other members. He does not assume the chairmanship again until the matter under discussion has been disposed of by vote.

"If the chairman has even the appearance of being a partisan he loses much of his ability to control those who are on the opposite side of the question. The unfortunate habit many chairmen have of constantly speaking on questions before the assembly, even interrupting the member who has the floor, is unjustified by either the common parliamentary law or the practice of Congress. One who expects to take an active part in debate should never accept the chair. No rules will ever take the place of tact and common sense on the part of the chairman."

Other wise words by General Robert should be kept in mind by every person who serves as chair-

More—See page 26

Schedule Your Resolutions

By Joseph K. Sidebottom

A lot of people, I suspect the same people who do not believe in Santa Claus, do not believe in New Year's resolutions. Opposition to this tradition, which is an annual challenge to man's capacity for self-analysis and improvement, indicates an attitude that for the individual concerned there is either no need for change, no desire for change, or no capacity for change. If we give these attitudes names, they turn out to be harsh words — smugness, indifference, hopelessness. None of us is leading a life which is so full, so satisfying, so complete that he has no need for change, none of us is so dead that he lacks the desire for change, and none of us is so solidified that he is incapable of change.

An objection frequently raised against New Year's resolutions is that they usually die by January fifteenth. The reason most resolutions die is that they are not resolutions; they are vague wishes, feeble desires, ephemeral hopes, momentary wants — in short they are irresolutions. A resolution, on the other hand, is founded on the bedrock of a strong desire, has the strength of a human will, has the durability of dedication, and has the structure of a definite plan.

I heard one man say he would like to take on as a project for 1955 the thorough reading of each

issue of *Time* and *Business Week*. Let's examine that and see if it is a resolution or an irresolution. To be a resolution it must first be founded on the bedrock of a strong desire. Certainly the desire to be informed on the world in general and in the specific sphere of activity in which a man earns his living is a strong desire. Second, it must have the strength of a human will and third, the durability of dedication. I know from other accomplishments of this particular man that he is highly endowed with both of these qualities. Fourth, it must have the structure of a definite plan.

This last point I want to emphasize because, of the four, it is the one over which you have most control. Desire, will and dedication have to come spontaneously; you either have them or you do not.

A definite plan is something you can create, and upon it you can focus your desire, will and dedication. Without a plan in this man's case, one thing will lead to another and *Time* and *Business Week* will be neglected as before. To make his resolution effective he must say "Resolved: Friday night from 9 to 10 for *Time*, 10 to 11 for *Business Week*, Sunday morning as alternate." Here is a plan, and herein lies success. It is as simple as that.

GOOD EVALUATOR

DO THIS

1. Look for the purpose of the speech. Did he accomplish the purpose?
2. Watch for good points in his delivery. Commend him when you can do so honestly.
3. Point out definite ways in which he can improve either material or delivery.
4. Know what type of speech he is giving. Remember that opening, closing and body of speech depend on type and purpose.
5. Watch for good phrasing and colorful words. Commend these.
6. If you are in doubt about any point, ask the speaker a definite question and let him answer it, so as to arrive at understanding.
7. Remember that there are possible improvements to be suggested for every speaker and every speech. Name them.
8. Remember always that criticism involves praise as well as finding fault. When you praise, give reasons. It is not enough to say "That was a mighty good speech. I find nothing in it to criticize."

DON'T DO THIS

1. Don't hunt for chances to find fault.
2. Don't waste time on matters of no consequence. Suppose he did put his hands in his pockets. Did that *really detract* from the speech? Then tell him so.
3. Don't tell him he was nervous. He knows it better than you do. Suggest how nervousness is overcome if you mention it at all.
4. Don't overlook objectionable mannerisms and faults but make sure they are fundamental before you mention them.
5. Don't say, "You need just a little more force," or "just a little more gesture," or "just a little more" anything else. You know (and he knows) that he needs a lot more.
6. Don't say, "I find it hard to find anything in the speech to criticize."
7. Don't concentrate on your own likes and dislikes. Consider how the audience reacts to the speech.
8. Don't waste time on platitudes, talking just to use the time.

TELL ME MORE

A reprint from the Oak Cliff
(Dallas) Toastmasters Bul-
letin, submitted by Charles
J. Deegan

By Clay Taylor

"THE eagle sits on the rock."

That's O.K. by me; let him sit there. Perhaps he's taking a nap or going to lay an egg. I'm not particularly interested.

But this is a special kind of eagle. He's unique, and yet he epitomizes all the eagles of the earth. He's exciting! He's inspiring! Let me put it this way:

"He clasps the crag with hooked hands" . . . He does WHAT? What an odd expression — "hooked hands." Who ever thought that up? Why, I supposed he was just squatting there on his posterior, waiting for the sun to go down. Where is this extraordinary buzzard? Tell me more about him.

All right, I will. Here is how I see him:

"He clasps the crag with hooked hands,
Above the sea in lonely lands . . ."

That does it, Mr. Poet. You've got me going. Keep talking—but from here on, you'll have to live up to those opening words. If you utter one sentence that causes that eagle to seem like an ordinary bird sitting on a rock, I'll walk out on you.

And they will walk out on you,

if you fail for even a few sentences to live up to the promise of your opening lines. Once you have aroused the curiosity or piqued the interest of your audience, your speech must have continuity of thought, suspense, and unity of impression.

Most writers know how to use continuity and create suspense. Most speakers do not. Too frequently, even great speakers simply ride their personalities over the barren reaches between oases of brilliance. The best we can say of them is that we remember the speaker long after his speech is forgotten.

If you would have your speeches live in your listeners' memories, give them an objective, or climax, to which you have prepared a logical coherent approach. Write the climax first, and then the opening. *How can you start until you know where you are going?* Point each sentence in the direction of your objective. Then when you have finished the first draft, put it to the following test:

Go over each paragraph and ask yourself, "Could I stop here?" If you could, then *stop there*. Re-read each sentence and inquire, "Could it be left out?" If the

answer is yes, then *leave it out*. When you have a draft in which every thought and every word is indispensable to the idea you wish to present, and you are truly interested in the idea yourself, you will find that you can hold your audience from the opening "A" to the closing "Amen."

But always remember that your audience has an imagination of its own. Give it a chance to operate. How? It's very simple—just don't describe or explain in too

much detail. Go back to the poet's eagle and try to describe in one hundred words a more picturesque and vivid eagle than the one which the poet conjured up in thirteen words. You'll find out exactly what I mean.

Or, if you prefer, you may go sit on a rock. Personally, I will string along with Mr. Tennyson and his majestic bird with "hooked hands" on a lofty crag high in the azure blue above the sea.

RAISING THE TENSION

During the meeting of the World Council of Churches held in Evanston last August, George W. Cornell, an Associated Press Staff Writer, injected an unusual note into his report. At the same time he noted a technique which any speaker may do well to adopt. He was speaking of "The Most Reverend and Right Honorable Doctor Geoffrey Francis Fisher, Lord Archbishop of Canterbury and Primate of England."

Speaker after speaker rose with grave, complicated proposals.

Nerves were edgy. Agreement seemed impossible. The pink-cheeked presiding officer pushed his spectacles to his forehead.

"I think," he said, gazing out over the huge meeting, "I shall put to a vote only the last of several proposals made, because it's the only one of them I can remember." He paused, grinning.

"By the way," he said, "what was it?"

Laughter rolled across the great hall, transforming the tension into easy informality. The problem melted as if it hadn't been there—the result of the infectious magic of this man with a scholar's head and a boy's sunny heart.

"Blessed is the man, who, having nothing to say, abstains from giving in words evidence of the fact."

—George Eliot

The ability to use experience—even of others—to attain one's ends is true intelligence.

—Will Durant

There are better ways of getting to the top than hitting the ceiling.

Cutting the FOG

By Thomas Walker

NOTWITHSTANDING the fact that manuscript delivery allows opportunity for careful selection of words and critical appraisal of each sentence, or each subdivision thereof, the fact that the opportunity is presented the writer to embellish his sentences militates against efficient or effective speaking. In such contemplated discourses grammatical errors are only infrequently evident, and sentence construction may be unimpeachable according to recognized rules of literary composition.

Did you understand me easily? In my opening paragraph I tried to baffle you with uncommon words and long sentences. The words I used are familiar to you, and the grammar appears to be correct. You must agree, however, that it is somewhat stifling to listen to such pompous speaking. I hope you detect that my speech has now come down out of the clouds. These first two paragraphs of this speech are intended as a demonstration of foggy and clear writing.

Recently I found a new book entitled, "The Technique of Clear Writing." (1) The author, Robert Gunning, makes his living as a consultant to people who write for a living. Among other things he discusses what he calls the *fog index*. His way of calculating the *fog index* makes use of the average number of words per sentence, and the percentage of words of three or more syllables. In counting long words one may omit proper names, and one may omit verbal suffixes such as "-ed" and "ing." Similar allowance may be made for long sentences that are composed of a series of related items. An example would be the following sentence:

In a good speech, the average sentence should not be too long; the number of long words should be kept to a minimum; verbs which express action are desirable; and variety in sentence length and construction should be stressed.

For your information Gunning says the fog indices of some popular magazines are as follows: Atlantic Monthly, 12; Harpers, 11; Time, 10; Reader's Digest, 9; True Confessions, 7. The fog index corresponds closely to school-grade reading level. Probably this measurement should be revised when applied to speech material. But I am reasonably sure that the same type of measurement can

(1) "The Technique of Clear Writing," Robert Gunning, McGraw-Hill Book Company, N. Y., 1952 (\$4.50)

be applied. My opening paragraph had a fog index of 26, and my second a fog index of 7. The whole of my speech has a fog index of 10.

Should we, then, abhor long words as if poison? No. But we must be judicious in using them. The long word is preferable when it adds color, clarity, or conciseness. Don't say "noise" when you mean "reverberations." Don't say "lie" when you mean "misrepresentation."

Must we make all sentences short? No. The last sentence in

Lincoln's Gettysburg address contains 82 words, but the meaning is clear.

It is not my intention to dictate how you prepare your speeches. I have introduced you to something that *appeals to me* as reasonable — something which I think *I can use* in my own speeches. I believe that a speech may be a dud solely because the sentences are too long — and the percentage of long words is too high. And now I have a yardstick for measuring this type of fog-giness.

Emergency Exit

AN EXPERIENCE which is likely to happen to every speaker at least once, and maybe many times, is one which may cause extreme embarrassment unless steps are taken in advance.

You enter a meeting and are greeted by a distressed chairman who says: "Our speaker has failed to arrive! He can't get here! We have to have *something!* Will you give us the speech?"

Yes, that sort of thing happens more often than you think. It may happen to you. Be prepared.

Whenever you go to a meeting where speeches will be in order, ask yourself the question: "Suppose I should be called upon to speak, what would I say? What

could I say that would be appropriate? How could I say it?"

Then answer the question in your mind. The chances are at least 100 to 1 that you will not be called upon, *but it could happen*. If it does happen, you will be ready to serve without too great distress, and you may add laurels to your fame as a speaker by doing better than was expected.

If it does not happen, you will have had the salutary experience of preparing another speech. If you are careful to make notes on it, you may have something worth saving for use at some other time. The effort will not be wasted.

Listen to the voice of experience, and "be prepared."

Off Beat

-a few notes off the record

There are fewer deaths from traffic jam than from pickled drivers.



Some people hold a conversation as they would a baby—afraid to drop it.
—John Quill in Quote



Where there's smoke there's often a bride cooking.



A good wife laughs at her husband's jokes not because they are clever, but because she is.



When the army doctor asked the draftee if he had any physical defects, the draftee answered, "Yes sir, no guts."
—F.W.



A Longhorn speech is a talk with two widely separated points and a lot of bull in between.
—from Texas



Doctor to patient: "The only trouble with you, young man, is that you have not enough blood in your alcohol stream."
—from Down Town Crier



It's a funny world—no one pays any attention to apple skins, but you should see the crowd around a peach peeling.



"It's not the work I enjoy," said the cab driver, "it's the people I run into."



Scientists tell us we are taller in the morning than we are in the evening. This may or may not be true, but we do know we are shortest around the end of the month.



"Dad, I've got my first part in a play," said the budding young actor. "I play the part of a man who has been married 20 years."

"Well, son, that's a start," replied the father. "Keep trying and one of these days you'll get a speaking part."



**Starkel, starkel little twink
Who the tell you are, I hink
I'm not under the alcofluence of
incobol**

**I'm not as drunk as some thinkle
peep I am,
And besides I only had Ti Mar-
toonis**

**Anyway I've all day sober to Sun-
day up in,
I fool so feelish I don't know who
is me yet,
But the drunker I stand here the
the longer I get.**



Backward, turn backward
O Time in thy flight—
I've just thought of a comeback
I needed last night.

—Quote



NO MEAT ON TABLE TOPICS?

"In its simplest form, Table Topics is a question capable of argument on more than one side." So states the Basic Training Manual.

Do our Table Topics measure up? Have they made you want to get on your feet and put in your two cents worth? Or have they been trivial, tea-party type subjects, more suited for conversation at the sewing circle? Unfortunately, too many of us have had to rise feeling foolish with nothing worth while to say, often just with some trick expression or empty phrase to cover up — simply because the subject wasn't worth commenting on.

Give us subjects with meat on the bone, the provocative kind on which opinions can be expressed, viewpoints defended or experiences told. After all, an election is in the offing, McCarthy may be called on the carpet, smog is burning out our eyes and kennel dogs were smeared — there is no lack of good material. Why discuss "Roses are red, are violets blue?"

Admittedly, a good Table Topic takes thought and time in its preparation, but the attention of more than thirty men deserves some effort. Take your Table Topics assignment seriously, and give it as much preparation as a major speech. Those who are not speaking look forward to participating in a good, hearty dinner discussion — perhaps the most valuable experience in Toastmastering.

If your subject sees members raising their hands begging to speak or silently clearing their throats hopefully anticipating being called upon, you can be sure yours was a worth-while topic.

—Reprinted from Gavel Gossip, Bulletin of Van Nuys (Calif.) Toastmasters



VERBAL

VAGARIES

IN case you like to have fun with words while enlarging your vocabulary, you might like to become a palindromist. "But," you say, "what is a palindromist?"

He is a person who watches for palindromes, and who treasures them in his word store when he finds them. And a palindrome is a word which runs backward the same as forward. It may be a clause or a sentence, so long as it can be read either backward or forward. The name is Greek, from *dramein*, to run, plus the prefix *palin*, which means again.

There are a good many words in the language which fall into the palindrome class. Some of our commoner proper names are like that. Consider Anna, Hannah, Otto, Bob, as examples. See if you can find others.

While most of the palindromes are words of one syllable, like toot, noon, ewe, eye, gag, peep, there are several of two or three syllables such as madam, tenet, civic, refer, level, repaper, rotator, rotor, radar; and then there are phrases, as, for instance, put up.

Someone has fancied the remark that Adam might have made when he first met Eve, supposing that they were both familiar with the English language, which seems unlikely. The gentleman might have bowed courteously and remarked, "Madam, I'm Adam."

Another word watcher with time on his hands invented a remark for Napoleon in exile: "Able was I ere I saw Elba." This has been pronounced by connoisseurs to be the best palindrome in the English language. It is remarkable in that every word remains intact, with no building the component letters into different words in the reverse reading.

One English versifier came up with a pretty good one in "Lewd did I live & evil I did dwell," but the use of the ampersand is not

fair, nor is the dropping of the final letter from "dwell." Another, rather meaningless but otherwise unobjectionable, is, "Name no one man."

These examples are all of the class of palindromes known to experts as reciprocal, yielding identical results however read. Another class is listed as reversible, in which the backward-running word is different.

In this second class you find such words as live—evil; emit—time; mad—dam; drawer—reward; dry—yard.

Perhaps you know some other good examples, or you may think of some as you speak or read, to the considerable benefit of your spelling as well as of your vocabulary. If you are a student of the classics you will find many examples in the Latin and the Greek. One good one, attributed to an obscure Roman poet who lived and wrote about 250 B.C. runs thus: *Roma, ibi tibi sedes—ibi tibi amor*. This is the first line of a stanza of four lines, each line a palindrome. The meaning of this one translated into unpalindromic English, is: "Rome—there is thy seat, there is thy love."

So there you are, if you like word oddities, and are palindromatically inclined. Hunt up some reversible words of your own.



People can be placed in three classes: the few who MAKE things happen; the many who WATCH things happen; and the overwhelming majority, who have no idea WHAT has happened.

It's a Good Idea

■ It Takes Two

In the never-ending search for new and different table topics, a topicmaster sometimes has to become everything from a magician to a psychiatrist. Recently Topicmaster Bill Lawrence of the Ashland (Ore.) Toastmasters Club ventured into the realm of psychiatry. He hurled a word at each Toastmaster patient, demanding an instant response with another word. The respondent then had to talk on the inspired word for two minutes. Some strange associations were revealed when "minor" produced "John L. Lewis," "vice" became "pleasure," and "foul" produced a discourse on duck hunting.

■ Associations

How good is your associative thinking? Northshore Toastmasters (San Diego, Calif.) Club recently tested this in a table topic session presided over by Ralph Lukehart. Instructions were to pick a word or a thought from the preceding speaker and enlarge upon it, either in furtherance of the idea or in disagreement.

A wide field was covered when "A Happy Medium" changed to hypnosis, to engineers, to service, to efficiency experts, to a crummy courthouse, back to hypnosis, to the proper use of English. Club No. 66 reports it as the most interesting table topic interval in a long time.

■ Door Prize

Toastmaster Kenneth Bly created an innovation at Bedford (Ind.) Club No. 1152 by offering a door prize. The door prize, awarded to the last member to enter the meeting room, consisted of a speaking opportunity. With one speaker remaining on the scheduled program, Toastmaster Bly informed Richard Kephart of his "win." Kephart had seven minutes during the following speech in which to prepare a five minute extemporaneous address.

Bedford Toastmasters expect little tardiness at the next meeting.

■ S. O. S.

In answer to an S.O.S. call for help from newly-elected officers, Area 7, District 28, recently held an all day S.O.S. (Special Opportunity Session) meeting at Jackson, Michigan. The morning was devoted to presentation of opportunities and duties of club officers, while the afternoon session featured discussions of Progressive Programming, Club-of-the-Year, and Speechcraft.

Club officers from Lansing, Jackson, Coldwater, Ann Arbor, Kalamazoo and Battle Creek attended, S. (sixty) O. (four) S. (strong).

■ How High Is Up?

Toastmaster fathers, past, present and potential, gained some valuable experience recently in a table topic session at the Whittier, (Calif.) Toastmasters Club. Each member was confronted with one of those posers which come so easily from the lips of small fry, and asked to give a clear explanation in one minute. Try it some time. Can you give a satisfactory answer to any or all of the following: Why is water clear in a glass and blue in the ocean? What makes a sunset red? Why does a dog wag his tail when he's happy and a cat wag hers when she's mad? How does a tea kettle whistle?

Remember, it isn't fair to solve the problem by sending Junior to bed.

■ Take Your Pick

Revising the old Chinese adage into "One picture suggests ten thousand words," the Broadway Toastmasters (New York, N. Y.) varied the grab bag type of table topics by hanging a large envelope containing a number of pictures on the blackboard. Each man called upon was obliged to reach into the envelope and draw out a picture, then speak for one minute on what the picture suggested to him.

There is no limit to the number of surprises and the amount of amusement that can come out of a grab bag.

■ How About It?

It has been suggested that if there were less "low talk" practice during meetings and more attention to learning to "speak up," all members would be better served.

■ Grammarian

Most clubs find it beneficial to avail themselves of the services of a qualified grammarian. Some consider him an appointive officer of the club to serve for the full term. Others appoint him for a shorter period—sometimes only for a single program. While the experience gained by the many is doubtless of great benefit to the individual, he is often not qualified for the rather technical assignment. As a result the club suffers.

A suggestion has been made that seems to combine the benefits of the two plans, namely: appoint a qualified grammarian to serve for the entire term but keep him in reserve as a consultant. Also designate a grammarian for the evening. If he errs in his criticism or if he fails to mention certain important defects in grammar or word usage, the consultant grammarian may then be heard.

This follows the same plan as proposed for the overall evaluator, who retains the right to correct individual critics or to add his voice to their evaluation if he feels the criticism has been inadequate.

■ Ink Blobs and Pencil Lines

"Doodles," the latest fad now appearing in many newspapers, provided a different type of table topic theme for a recent meeting of the Westinghouse Wednesday (Chicago, Ill.) Toastmasters. As you know, Doodles are those little pencil sketches capable of all kinds of interpretations. Topicmaster Whitey Hurd drew a number of them on a blackboard, and asked his fellow Toastmasters to speak extemporaneously for one minute on what they saw. All sorts of interesting and amusing answers were forthcoming, as for instance, three circles with a wiggle on the bottom of each represented three rats running a race—heading north. This is an excellent test of a speaker's ingenuity, originality and humor.

Another successful topic session, also by the ingenious Westinghouse Club, involved the use of psychological testing cards of the "ink blob" type. The cards, borrowed from a local psychological and personnel testing firm, were issued one to each speaker, with the explanation that what is seen indicates ability and types of mental attitudes—as for example, one person might see in an ink blob a horrible murder being committed, while another sees only a peaceful forest scene.

■ Stop and Think

Sometimes it may be bad luck to have good luck too soon.

—M. K. Sargent

A fault which humbles a man is of more use to him than a good action which puffs him up.

—Woodrow Wilson

It is much easier to be critical than to be correct.

—Benjamin Disraeli

Opinions cannot survive if one has no chance to fight for them.

—Thomas Mann

Don't mistake pleasure for happiness. They are different breeds of dogs.

—Josh Billings



The Cup Is A Symbol

Many clubs are getting away from the use of the loving cup for a speech award, and adopting what is considered to be a more utilitarian trophy.

This is all well and good, but according to Dan Thomas of Pasadena (Calif.) Toastmasters, the time-honored cup is still the favorite token of merit as well as a fitting symbol of the speech itself.

THE broad base of the cup is symbolic of the broad knowledge you bring in your presentation through education, research and observation.

The stem of the cup introduces the subject as does the introduction of the speech.

The cup then broadens evenly and orderly to the widest point at the rim as the speech should rise to its orderly climax.

At this point a complete, full and even circle has been formed as the points of the speech have been presented fully with no ragged edges to snag or cause un-

necessary or distracting problems.

The cup is well polished as the speech should be.

Also the cup has two handles which can be compared to the anecdotes, stories or asides which make a speech more interesting and effective.

These handles are tightly attached to the cup as the stories should fit the subject and not go off on a tangent.

The handles are also polished and clean.

So, it is obvious that a cup is the ideal symbol to represent a job well done.

Free Speech

Two Germans were fishing on opposite sides of a river separating the American Zone of occupation from the Russian Zone. The one on the American side had all the luck, pulling in one fish after another. The one on the east side caught nothing.

The one on the east side shouted to the other, asking why he was having all the luck. "That's simple," replied the lucky one. "The fish over here are not afraid to open their mouths."

The Apt Response

When Edmund Burke was delivering his famous speech against Warren Hastings, he suddenly stopped in the very middle of an idea. Slowly and impressively he raised his hand and pointed his index finger straight at Mr. Hastings. There he stood for almost a minute with that dramatic pointing finger while the audience almost held its breath. Then he went on.

After the speech one of the opposing advocates came up to him and said, "Mr. Burke, that was one of the most effective pauses I have ever seen. We simply held our breaths, wondering what you were going to say next."

"That," responded Mr. Burke with his Irish twinkle, "is exactly the way I was feeling."

—Better English

RAINBOWS

By Harry W. Odell

YOU have seen your rainbows and I have seen mine. but no two people have seen the same rainbow. You and I may be looking at a rainbow sky, and I will say: "The rainbow is right up there and the end of it comes right down in front of that mountain top." You, standing to one side, will not point to my rainbow, but to one you see and you will say, "Oh no, it doesn't; the end of the rainbow is at the side of the mountain over there."

You will be right, but so will I. If an airplane were to fly through either of our rainbows it would not be stained with rainbow colors. The pilot would not even see it. It isn't there. There is no rainbow in the sky; the rainbow is in the eye of the beholder. It is what the eye does with the shafts of light which strike it that makes the rainbow.

We use the word "see" many times in the sense that does not mean an impression caused by light striking the retina and conveyed to the brain through the optic nerve, but rather in the sense of understanding, comprehension, grasp. We say, "I see that." In that sense too, the rainbows which we experience in our inner per-

ception depend upon what we do with the impressions we receive, not upon where they come from or how they start. The rainbow is created by and within us.

Is your wife still the same glamorous, lovely, enticing creature whom you so greatly desired, or has she become something else? If she is something else, you should adjust your sight and take another look, for believe me, all the loveliness and charm and beauty are yet there. You will find it in your eyes if you look aright.

Is your husband the same fine fellow who first interested you because he was just what he was, the one in whose hand you wanted to place your hand and upon whom you exercised all the feminine wiles at your command, or has he become something else? If so, try adjusting your eyesight. All the merit and character and worth you ever saw and loved are still there, in your eye.

There may be rainbows or gloom in our own eyes. And if it is true that the kingdom of heaven is within us, it must also be true that all we can see of good or heaven or rainbows is within us.

Hiawatha saw the rainbow and

said "What is that?" Nokomis answered:

" 'Tis the heaven of flowers you see there.

All the wild flowers of the forest,
All the lilies of the prairie
When on earth they fade and perish

Blossom in that heaven above us."

What is the meaning of rainbow? Throughout history and all over the world, the rainbow is a symbol of hope, an evidence of

faith. To Noah it was the sign of a covenant with God. It means a bright new promise. It is something heavenly. And it is within our eyes; it is what we do with the shafts of light which reach us that gives us the rainbow.

Let us be grateful for eyes which are able to perceive rainbows and for the inner perception which enables us in a deeper sense to see rainbows, and let us say with the wise man of old, "Look upon the rainbow and give thanks to Him who made it."

RECIPE

A very wise businessman we know has what he calls his "Trouble Tree." It is located about a block away from his house, where he has to pass it every evening on his way home. "When I reach that tall poplar in the evening," he explains, "I leave all the troubles and worries of the day right there. 'Let them hang on the branches if they want to,' I say to myself. 'I'm through with them for the day.' And I throw back my shoulders and stir up a grin and get ready for a fine evening with my family. I used to take my troubles home to my wife, and often they would stay with me all night, and I'd get up the next morning with a frown. But no more! I hang them on the Trouble Tree, and five nights out of six they have all blown away by morning."

This man has learned one of the most important secrets of living happily. He refuses to drag his office desk home with him every night to spoil the family dinner, wet-blanket the evening's pleasures, and interfere with his night's rest. He retires from business every night and starts afresh every morning.

Try it on your way home tonight. If there aren't any trees on your street, pick out a telephone pole.

—Blair Harmon in *The Speakeasy*,
Official publication of the Greensburg (Penn.) Toastmasters Club.

One machine can do the work of fifty ordinary men. No machine can do the work of one extraordinary man.

"Vehement, sonorous and shamelessly corny phrasing . . . is the tribal language of U. S. politics."

—Time

THE LONG SPEECH

A faithful Toastmaster writes to say that he is bothered by the short speech pattern in his Toastmasters Club. He needs to deliver longer speeches, some taking as long as twenty-five minutes or half an hour. The limit of six or seven minutes in his club gets him into the short speech habit and hinders him when he tries to make a longer one.

This is a remarkable situation. Most speakers agree that it is far more difficult to make a five-minute speech than to talk for thirty minutes. Most of the short speakers, if given a chance, unimpeded by the timing light, will go on for twenty minutes without the least trouble while making a speech of seven minutes.

Any speaker who has a subject of great interest to himself finds it impossible to cover it in five or six minutes. He wants more time to elaborate on the materials which he is impelled to condense. Perhaps his club can help him.

One excellent plan for developing the long speech without exceeding club time limits is to

break the thought into three or four divisions, and then present each division as a complete short speech. This is not hard to do.

Let us take the subject, whatever it may be, and proceed to determine the purposes. This will indicate the conclusion to be reached.

Then we go back to the beginning and decide on a good start. The next step is to select the points to be covered. There may be three major items to be discussed. Let's work each of these into a short speech which can be made to stand alone. When this has been done, we can assemble these three short ones, insert some connecting remarks between them, and we have the twenty-five minute speech all prepared and read to go.

Suppose that we take the "Past, Present, Future" formula as our design on which to build. The first speech sketches the background in the past. The second attempt deals with present conditions, and the third one looks at the future.

There is no reason why the speaker cannot let his audience know what he is doing as he gives his "continued in our next" series of talks. They will enter into the project and help him with evaluation. When he has completed the parts of the speech, he may even go so far as to ask permission to deliver the entire discourse to as many of the men as are willing to stay half an hour after the adjournment of the club meeting. The suggestions and criticisms they will give him may prove just what he needs.

More on page 22

What's Going On

● From Mute to Mayor

For years E. P. Deuell, of the A.T.&T. Co., sat mute at civic meetings in his home town of Hackensack, N. J. At times he disagreed with what was being said, yet like most citizens, he lacked the courage and ability to get up on his feet and effectively refute it. He decided to do something about this situation. Two years ago he joined the Broadway (N.Y.) Toastmasters Club.

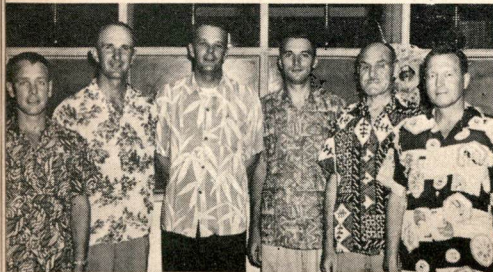
Recently, headlines in the "Bergen Evening Record" announced that E. P. Deuell had been elected Mayor of Hackensack. In a letter to the Broadway Club concerning his election, His Honor says: "I would not have had the courage to run for public office had it not been for Toastmasters. The training and experience I received at the Club were invaluable to me in my informal campaign talks, two or three of which were sometimes made in one evening."

*It's L. A.
in
fifty five*

● Marine Toastmasters

Pictured here are the officers of the newly-formed Toastmasters Club at Marine Corps Air Station, Kaneohe Bay, Hawaii. From left are: Maj. John R. Hyneman, sergeant-at-arms; Maj. Gordon V. Hodde, vice-president; Lt. Col. Ross Mickey, president; Lt. (USN) S. J. Koonce, secretary-treasurer; Lt. Col. C. A. Phillips, deputy governor, and Maj. Hubbard D. Kuokka, chairman of the education committee. Col. Phillips headed the Toastmaster branch of the 1st Marine Aircraft Wing in Korea prior to reporting to the Hawaiian air station. He reports that plans are now afoot to begin a similar organization for staff non-commissioned officers at the Kaneohe base.

—Official Marine Corps Photo



● T. M. Party

Portland (Ore.) clubs unite in an all-out birthday party celebrating Toastmasters' 30th anniversary. Special guests were the members of Portland's Toastmistress Clubs who joined with the Toastmasters in paying special homage to Dr. Ralph Smedley who originated the basic idea and founded Toastmasters International. Toastmistress has no official tie to this organization, but it was patterned after it in a general way and uses much of the same educational material.

Pictured above are Charles H. Griffith, President of Toastmasters International, Mrs. Helen L. Raemond, Secretary of Toastmistress International, and Irv Saucerman, Treasurer of Toastmasters International.

L. A. in '55

● Early Birds

Carteret County Toastmasters (Beaufort, N. C.) received its Charter No. 1634 recently, and claims thereby a "first" in Toastmasters history. The club, which meets at 7:00 A.M., received the charter at a breakfast meeting, also held at 7:00 A.M. Earliest bird of all was Elbert Ward, Area No. 1 Governor, District 37, who had to leave his home in Goldsboro, N. C., at the eerie hour of 3:00 A.M., in order to arrive at Beaufort in time to present the Charter. We hope the coffee was hot and the bacon and eggs sizzling.

Can any other club equal or top this early rising Charter party?

● Civic Service

Joe Lamplugh of the Lock City (Stamford, Conn.) Toastmasters Club has undertaken a project that should prove of great benefit to the community as well as to members of the club. Joe has organized a one-man Speakers Bureau, where service clubs and other civic organizations may go for a speaker. This service should be a godsend to harrassed program chairmen who face the problem of finding a different speaker each week, and should also offer new challenges to Toastmasters.

At a recent meeting of the club, Joe as Topicmaster called upon each member to discuss the topic he would prefer to talk about if called upon to address an outside organization.

● Unique Meeting

Capital Toastmasters Club (Jefferson City, Mo.) held a meeting noteworthy in two respects: first, a sightless person was Toastmaster; and second, a sightless person was on the regular program as a speaker with a prepared address. Otis Brown as Toastmaster said that "the blind live in a world of imagination," while William Pohl gave an excellent speech entitled "How Blind People Get Their Reading Done."

The club also awards a weekly travelling trophy to the speaker voted best of the evening by the membership. The Toastmaster winning the award the greatest number of times during the year takes permanent possession.

*Family Trip
to
L. A. in '55*



● Clever Publicity

When the Marin (Calif.) Toastmasters get a visit from the District Governor they really live it up. Governor Ben Yates of District 4 found his name in foot-high letters on the signboard of the Bermuda Palms Hotel in San Rafael Sept. 20, after District Treasurer Lothar Salin (a member of Marin Club) had arranged the stunt with the hotel management.

Passers-by who had a vague notion that Goodwin Knight was "the" Governor were facetiously informed that Mr. Yates was the Governor of Arizona.

Plan Now

L. A.

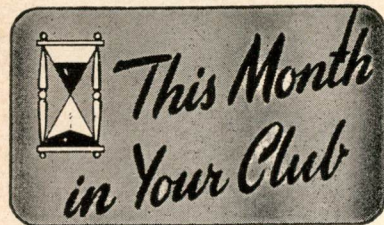
in fifty five

● Good Combination

All work and no play may make jack, but it can also make Jack a very dull boy. According to President Joe Williamson, the Convair (San Diego) Toastmasters can never be accused of being dull. In fact, they have become eminently successful in striking an efficient balance between social activities and effective Toastmasters training. The accompanying photograph shows a group of the members who chose to splash before speaking at a recent meeting at San Diego's fabulous Kona-Kai Club. This illustration was furnished by Bob Emerson, immediate past president of the Convair club.



PROGRESSIVE



Plan Your Projects

Planning is a prerogative of people. It is the exercising of the right of initiative and free enterprise.

You cannot imagine a horse or a dog making systematic plans for tomorrow or next week. A tree bears fruit according to a schedule laid out by nature. A flower does not plan its blossom.

But a man, a human being, can plan his day or his future or his next meal or his speech, because he is a free agent, with intelligence and foresight.

Your Privilege

This is why it is so important that we should learn to plan wisely.

Emphasis for this month is on "Speech Engineering" or the planning of speeches. Do not lose sight of the larger meanings of planning.

A meeting should be planned, just as a speech is engineered, with a good start, a logical procedure, and a strong close.

Your day should be planned, so as to bring the best results.

Your life should be planned, in

so far as you can foresee the course, set up goals and choose the road to attainment.

The same principles of planning which enter into speech engineering are applicable to the planning of every project. Let the work in your club help you to become a better planner in every phase of your life.

In the Club

It is time to be working on the speech contests. To get the best value from this project, start planning a speech contest in your club. Set up a series of elimination contests among your own members. Follow the rules for the general contest procedure in district and zone. Thus your club will get the benefit for each member, and not just for the one who wins the right to represent you in the area contest.

As an individual member, you will take unusual care in planning your own speeches. Your Educational Committee will plan the programs so that the entire club will be benefited but the good you will receive must depend on your own efforts.

The Featured Program

It is to be hoped that every club will expose its members to the *Symposium* method of procedure. This is the featured program suggested for January. One meeting devoted to this experience will pay dividends.

PROGRAMING

Individuality - Idiosyncrasy

Have you a little mannerism in your speech?

Of course you have; not only little ones but perhaps big ones as well.

Not all mannerisms are bad ones. Some are very good. They give personality and individuality to your talking. People do not notice them particularly, because they are not offensive, and so one may be quite unconscious of them.

Some mannerisms are bad — very bad. These are the ones you will wish to concentrate on in February. At least you can get them identified during that month, and then you can continue to work on eliminating them until they disappear.

Bad Habits to be Cured

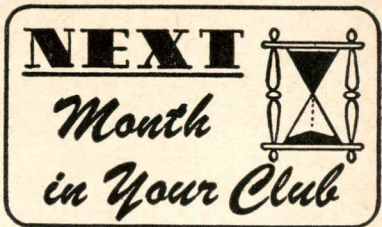
Some of the more obvious bad mannerisms which need attention may be listed thus:

- a. Grunting—the ah-h habit—the aspirated pauses.
- b. Poor eye contact—looking at the ceiling or the floor instead of at the audience.
- c. Meaningless gestures — the windmill type.
- d. Lack of gestures — the statuesque type.

You can go on from these, listing conduct by which speakers annoy you.

How to Cure Them

The evaluators will be on the watch this month, studying the



mannerisms of all the speakers, and suggesting improvements. They will commend desirable qualities, even as they will condemn bad ones. Then the victims will set up guards against these undesirable idiosyncrasies, and seek to get rid of them. A month of concentrated attention to mannerisms will pay dividends.

A Great Month

February is always a month of opportunity for good program planners. It brings a variety of themes, from Ground Hog Day to Washington's birthday.

Your club's programs can sparkle with interest. They can present information and inspiration unlimited.

To bring this about, your officers, especially your Educational Vice-President, will need to lay aside the mannerisms of procrastination, negligence and carelessness which so often beset educational committees, and to take on such mannerisms as alertness, forethought, and preparation, which ought to characterize every educational chairman.

An experienced Toastmaster, a physician, used that method in preparing a talk on health for delivery before several audiences. His subject was "Coffee, Tobacco, Alcohol and Human Health." That gave him the natural division. He prepared a short talk on each section, dealing with the effects of this particular item on human health. Each talk was complete in itself, filled with information and good sense.

Then he put the three sections together, secured evaluation from a number of his fellow members by the after-meeting clinic method, and was ready for his outside assignments.

And Now a "Toastmasters Day"

We don't know whether it was the Area Governor of Toastmasters who said to the Governor of the great state of Oklahoma, "Sign right here," or the Governor of Oklahoma who said to the Area Governor of Toastmasters, "You fellows have been doing such a grand job in the field of communication, I'm going to proclaim October 22nd, 1954, as

Any ingenious Toastmaster can develop his own method from these suggestions, and be ready to talk for any given length of time without running over. Never let us forget, however, that the short speech is the popular one, and that it takes more work to compress one's ideas into seven minutes than it does to spread them over three times that length.

One of the virtues of Toastmasters training is that it encourages clear, concise speech, condensed into economical time limits. It is far easier for the five-minute man to expand his thoughts into thirty minutes than it is for the long-winded talker to bring himself down to five or ten minutes of talking.

Toastmasters Day in the state of Oklahoma and issue a suitable proclamation."

But we do know that this is just what's happening in the photograph: Oklahoma's Governor The Honorable Johnston Murray is shown signing the Proclamation as Toastmaster Ralph Stephens, Governor of Area 3, sits by his side and Louis Bowlware, Sergeant-at-Arms of Oklahoma's Capitol Hill club brings up the rear.

By the way, this Capitol Hill Club must be made up of go-getters. Capitol Hill Toastmaster Pat D. Moran flew the proclamation and autographed photograph to Santa Ana and personally delivered it to Headquarters.

THE TOASTMASTER

By William C. Rast

ALMOST all forms of human suffering have a sameness about them—at a certain pain level you either go into convulsions or die—but this merciful arrangement does not apply to the dry-mouthed agony of stage fright. You only hope you are going to have a convulsion or die, and this is a form of wishful nonsense that gets you nowhere. Mother Nature, apparently figuring that death is too good for the amateur speaker, decides to let you sweat it out.

It is uncanny how much punishment the human system can take and still pull through. Standing before the microphone or on the speakers' platform you can experience everything but the ultimate coma, the complete blacking out. Yet here's the surprise — you are able to get back to your chair unaided after it is all over. Then in a few moments you may even be able to partake of a little nourishment in the form of a sip of water or a bite of food—not necessarily intravenously, but actually by mouth. In a little while, as the nourishment expands your collapsed arteries and your eyes begin to focus, you can identify objects around the room. As you gaze through wonder-drenched eyes, it is remarkable how different things look. The room which formerly approximated the size of the civic auditorium has dwindled

IT CAN HAPPEN

To Anyone!

considerably. The speakers' table does not actually resemble a scaffold complete with noose and trap door. And the person who was scheduled to introduce you and announce your subject does not really have a face like a Zombie. Why, he may even be someone's father. And how very interesting are the faces before you! I wonder if Lazarus appreciated coming back to life half as much.

Public speaking can creep up on almost anyone, even those who have up to that time led quiet, abstemious lives. It isn't necessarily a matter of falling in with bad companions. It can happen to anyone. And it is usually accompanied by stage fright. This affliction combines the worst symptoms of lockjaw, palsy, morning nausea and creeping paralysis. But its worst feature is that you can't even suffer in privacy—you have to do it right out in the open while everybody is watching.

More on page 25

JANUARY, 1955

23



HOW WE TALK

The Negative-Positive

"Won't you have another cup of coffee?"

"Don't you want to come over this afternoon?"

"Wouldn't you like to go with me?"

These are phrasings which we hear daily. Just what do they mean? Are they positive or negative?

"Will you not have another cup of coffee?" is the uncontracted form of the first one. How shall we answer it?

We could say, "Yes, I will not," or "No, I will," but either one sounds rather silly, and non-responsive to the question.

What we mean is, "Will you have another cup?" but we say it in reverse. Naturally, the reply must be in reverse, to match the question.

And there is another negative-positive, very frequently heard in radio advertising. "Why not" is its tag line.

"Do you have a sense of fullness after eating? Are you troubled by fallen arches, nearsightedness, painful headaches? Then *why not* hurry right over to the drugstore for a package of Migraine Megrims, the magical remedy for all aches and pains? *Why not* lay in a supply for the future?"

One can immediately think of at least six valid reasons "why not" to follow the urgent advice of the announcer. A negative response is set up in the mind of the listener, which is exactly the opposite of the advertiser's purpose.

Of course the phrasing is intended to avoid a sense of giving orders, or of being bossy, but one does not have to

be negative in order to accomplish this. Suppose the announcer said, in a friendly way, "I suggest that you get a package of this remarkable remedy next time you are in the drugstore." He might even urge his hearers to be quick about it, while the supply lasts. He could make his appeal direct and positive without being dictatorial.

Then there is the busy executive, taking his Wednesday afternoon off, who says to you, "Why not come along with me for a good game of golf this afternoon?"

Once again, you know the reasons why not, and they flock into your mind. If your friend said, "I wish you would take the afternoon off and come along with me for a game," it might stir your desires more effectively than his "why not" approach.

How did we ever get into such ridiculous habits of talking? Was it started by someone who was trying to be diplomatic, suave, gracious? Who can tell us?

Won't some semanticist come forward with an explanation of the connotations of such locutions? Wouldn't it be fine if he could tell us just what we mean and why we say it backwards? Won't you, the able linguist or perspicacious psychologist, provide the answer to our question: Why do we say "Won't you?" when we mean "Will you?"

TAKE TIME

Take time to work . . . it is the price of success.

Take time to think . . . it is the source of power.

Take time to play . . . it is the secret of perennial youth.

Take time to look around . . . it is too short a day to be selfish.

Take time to laugh . . . it is the music of the soul.

Take time to be courteous . . . it is the work of a gentleman.

OFFICIAL NOTICE

CHANGES IN CLUB OFFICER STRUCTURE WILL BECOME EFFECTIVE OCTOBER 1, 1955

1. Provision is made for the election of two vice-presidents: one to be known as the Educational Vice-President, and the other as the Administrative Vice-President.
2. All the work formerly committed to the Educational and Program Committees is to be under the direction of the Educational Vice-President and his committee, which will continue to be known as the Educational Committee. This vice-president has authority to appoint subcommittees as needed, in order to handle educational planning and programing.
3. The Administrative Vice-President will have charge of the work of the Membership and Attendance Committee, and of such other matters as the President may delegate to him.
4. The duties of Deputy Governor are transferred to the President and the Educational Vice-President. These two officers will be members of the Area and District Councils, thus giving the club two representatives instead of one in district affairs.

All Club Presidents have recently received a revised copy of the Standard Club Bylaws, incorporating the action of the last convention. Many clubs have already changed their own bylaws to conform to the new plan. Others are expected to follow within the next few months.

January 1, 1955

Ted Blanding
Executive Secretary



Can Happen from
Page 23

Medical science should be able to do something for people suffering from this affliction. You are not going to find me genuflecting and singing the praises of the medical profession until they pay a little more attention to a disease that may not kill you but makes you wish you were dead. They haven't even bothered to cook up a Latin term for stage fright.

Some day, pharmacists will

doubtless get around to putting a pill on the market designed to combat this affliction. When they do, it will not surprise me at all to find some of the so-called silver tongued orators lined up along the counter buying some. I'll be there too.

Condensed from a speech before the Washington Athletic Club Toastmasters in Seattle (Wash.) and submitted by Program Chairman Dan Noonan.

man: "The Chairman should not only be familiar with parliamentary usage, and set the example of strict conformity thereto, but he should be a man of executive ability, capable of controlling men; and it should never be forgotten that to control others, it is necessary to control one's self.

"An excited chairman can scarcely fail to cause trouble in a meeting.

"A chairman will often find himself perplexed with the difficulties attending his position, and in such cases he will do well to heed the advice of a distinguished English writer on parliamentary law, and recollect that

"The great purpose of all rules and forms is to subserve the will of the assembly rather than to restrain it; to facilitate, and not to obstruct, the expression of their deliberate sense."

"Never interrupt members while speaking, simply because you know more about the matter than they do; never get excited; never be unjust to the most troublesome member, or take advantage of his ignorance of parliamentary law, even though a temporary good is accomplished thereby."

And then the General adds the warning that the president should know parliamentary law, but should not try to show off his knowledge; and that he should not try to be technical, or more strict than is absolutely necessary for the good of the meeting.

The president, then, needs to realize the nature of his position, which is that of a guide, an umpire, and a leader; never a dictator nor an arbitrary ruler. He develops plans, in consultation with his fellow officers, and he proposes what he believes to be wise action, but he is always more concerned about securing thoughtful and unanimous action by those over whom he presides than he is about getting his own way.

Tact, open-mindedness and courteous consideration for the opinions of others are characteristic of the good chairman.

Robert states a definite opinion in these words: "The presiding officer of a large assembly should never be chosen for any reason except his ability to preside."

This opinion will find many dissenters in ordinary practice, for there are, quite obviously, other essential qualifications; but the ability to preside impartially, courteously and intelligently is essential to successful chairmanship.

The opportunity to serve as president or chairman is something to be desired by any ambitious man who is willing to be of service. It is an experience calculated to reveal and develop latent characteristics of leadership, and to broaden the scope of life for the man who serves well.

The man who seeks the position for purposes of self-gratification and personal glory is headed for trouble and disappointment. The ideal president is the one who realizes that, while he "sits out in front" or leads the forward march of his organization, he is still "servant of all."

PLAN IT NOW

Double-Feature Vacation

Los Angeles

August 17-20, 1955

THIS is the year to plan that long-awaited California visit and attendance at a great Toastmasters International Convention during one memorable vacation. Seven California districts will combine to play host to Toastmasters when they assemble in the new Los Angeles Statler next August.

Advance planning indicates several events of unusual interest: a Hollywood night in the film and television capital; a tour of the Harbor and Beach cities with dinner at famous Knott's Berry Farm, where the "Old West" is re-created in a fabulous ghost town; and special events for the ladies featuring Hollywood personalities. Sunday afternoon following the



Patio Garden Area
Los Angeles Statler
Official Convention Hotel

convention will offer attendance at the Sheriff's Annual Rodeo in the Los Angeles Memorial Coliseum when one hundred thousand spectators gather to thrill to the country's largest presentation of Western events.

Before or after the convention you can visit many of California's places of interest: San Diego and Mexico to the south or Santa Barbara, Monterey, the San Francisco Bay Area and the National Parks to the north. All present attractions to be long remembered.

The welcoming hand of California is extended. Plan to be with us next August.

John W. Haynes
Chairman, Local Activities

Britain Looks At America

DEMOCRATIC freedom of opinion in the United States means freedom to criticise and freedom to interfere to an extent bewildering to ourselves, accustomed to the gentler ways of our sort of democracy.

"But let there be no mistake about America's faith in freedom and the American people's genuine and urgent longing for a free and peaceful world. And don't let us give our enemies—and the enemies of freedom and civilization—a chance to exploit our present argy-bargy to our danger and discredit.

"Friendship between America and Britain and the Commonwealth is the bulwark of civilization. That friendship must be

strong enough and understanding enough to permit occasional exchanges of opinion: *but it is understanding that matters.*"

These paragraphs are taken from an editorial in the *London Evening News*, published during one of the frequent occasions when British and American diplomats disagreed on some matters of common interest. In the language of the *Evening News*, "The Transatlantic slanging match continues briskly." That statement can be applied to British-American relations whenever a difference of opinion arises.

But this "slanging match" as the *News* holds, must not be permitted to undermine the sense of solidarity and brotherhood which underlies all relations between the United States and Great Britain. It is good to know that British newspapers, together with most British diplomats, can see beneath the surface disturbances, and can realize the possibility—even the inevitability—of reaching levels of agreement through mutual understanding and adjustment. Let Americans be equally reasonable, forbearing, friendly, and open to compromise.

An Interesting Fact

When government operated the railroads during World War I, taxpayers had to make up a daily deficit of nearly \$2 million, says the Chamber of Commerce of the United States. During World War II, when the railroads remained under private management, they paid the federal government an average of more than \$3 million a day in taxes. The taxpayers were ahead \$5 million a day.

—News Service

WATCH YOUR DICTION!

If Uncle Sam is in a poor fiscal shape, it's because he isn't getting enough excise.

—Quote



Question:

Should our club enter the Club-of-the-Year contest? We have no chance of winning.

Answer:

The Club-of-the-Year plan is not a matter of winning honors for a club. It is designed to stimulate every club to better performance, for the sake of the club. There are standards of performance to guide the officers in their planning. These standards can help your club to attain higher levels of work. By all means, get the book covering this matter, and use it to make your club better than ever. Do not worry about winning honors. The only important competition is competition with your past record.

Question:

How should we pronounce gesture? I used the hard sound of the g, just as I do in saying get, and my evaluator called me down. He said it should be pronounced as though it were spelled jesture. Which is right?

Answer:

Your evaluator was right. Always speak of your gestures with the *j* sound. The same applies to gesticulation.

Question:

Is there one outstanding book which gives down to earth, practical help with the development of conversational ability?

Answer:

My best suggestion to you is to consult your local librarian and ask for help in your search. There are hundreds of books containing ideas for your guidance, and there is hardly a better way to enlarge one's horizon than to undertake such a project as is here suggested. You need only to take the subject of conversation as your principal goal for research, and you will find yourself acquiring secondary information which will keep you occupied as long as you care to continue. There are fascinating byways in such study.

When good conversation is lacking, you can be the one to lead your associates into good practice, and at the same time you can acquire experience in tactful leadership.

Question:

Our club has an opportunity to present some radio programs. Do you have any materials which will help us?

Answer:

We are sending you bulletins giving rather complete directions for handling radio and television programs. These bulletins are available to any club which needs them. In addition, you might like to see the bulletin which deals with outside programs, such as a club may be called upon to present before some service club or similar group. We call it "Profitable Publicity" and it is available to you on request.

Question:

Do you have information available on the procedures or evaluating processes to determine the member who has made the greatest improvement during the year?

Answer:

The matter of determining which member has made the greatest improvement during the year is a project which should be carried on throughout the year. It is very difficult to arrive at an unbiased judgment in the matter unless records have been carefully kept. The best way to handle it is to have a vote taken at each meeting on three points:

- First,** which speaker gave the best speech on this particular program?
Second, which speaker showed the greatest improvement over his earlier speeches?
Third, which evaluator gave the most helpful evaluation to the speaker evaluated?

Let everyone present participate in the voting except those who have made the speeches. Keep a record of these votes throughout the year, and then a summary of the returns will give you the answer to your question.

To have a member selected by a committee or even by a general vote at the end of the year is much less likely to give a satisfactory and impartial judgment. The practice of selecting the best performance at each meeting has the desirable effect of stimulating the members to put forth special efforts in order to gain the distinction which may eventually be theirs.

Pianissimo

George Bernard Shaw was having lunch in a London restaurant one day when an orchestra struck up a particularly noisy tune. Without any intermission, it followed with another. Shaw called the head waiter and asked:

"Does the orchestra play anything on request?"

"Yes, sir," the man replied. "Is there something you would like them to play?"

"There is," said Shaw. "Ask them to play dominoes until I have finished eating."

—Press Proofs

OFFICIAL NOTICE

Clubs wishing to submit names of persons qualified to be nominated for Officers and Directors of Toastmasters International should send such names to any District officer or to any member of the Elections Committee before February 15.

Franklin McCrillis, Chairman
P. O. Box 2067
Seattle 11, Washington

J. Clark Chamberlain
Electric building
San Diego, Calif.
Carleton Sias
1000 Waterloo Building
Waterloo, Iowa
Edwin R. Mitchell
308 Fourth Ave. So.
Great Falls, Montana

Gordon R. Merrick
601 Elizabeth Street
Fort Collins, Colorado
Ray T. McKenzie
P. O. Box 1651
Tacoma, Washington
Leonard C. Tims
National Shawmut Bank
40 Water St., Boston Mass



New Clubs

- 610 VANCOUVER, Wash., (D 7), *Totem Pole*, Mon., 6:30 a.m., Totem Pole Inn.
1671 GRAND JUNCTION, Colo., (D 26), *Grand Junction*, Mon., 7:00 a.m., Cafe Caravan.
1672 HUNTINGTON, W. Va., (D U), *Huntington*, 1st & 3rd Thurs., 6:30 p.m., Catholic Daughters of America, 1324 - 6th Avenue.
1673 QUONSET POINT, R. I., (D 31), *Enlisted*, Thurs., 11:45 a.m., Quonset Point Enlisted Men's Club.
1674 TOKYO, Japan, (D U), *Tokyo*, 1st & 3rd Wed., 6:00 p.m., Haneda Officers' Open Mess.
1675 CHARLOTTE, N. C., (D 37), *Christophers*, every other Fri., 7:30 p.m., O'Donoghue School.
1676 POCATELLO, Idaho, (D 15), *Farmers Insurance Group*, Alt. Tues., 5:00 p. m., Bannock Hotel.
1677 DENTON, Tex., (D 25), *Denton*, Alt. Wed., 6:30 p.m., Hubbard Hall T.S.C.W.
1678 SAN FRANCISCO, Calif., (D 4), *Semper Fidelis*, Tues., 5:00 p.m., Marine Memorial Club.
1679 NEWARK, Del., (D 38), *First State*, 2nd & 4th Wed., 7:30 p.m., Louviers Bldg.
1680 WOODWARD, Okla., (D 16), *Woodward*, Tues, 7:00 p.m., Oasis Steak House.
1681 QUANTICO, Marine Corps Schools, Va., (D 36), *Quantico Officers*, 1st & 3rd Mon., 6:30 p.m., Waller Hall, Marine Corps School.
1682 CHATTANOOGA, Tenn., (D U), *Chatter-Noogan*, Tues., 6:00 p.m., Town & Country Restaurant.
1683 PRESTWICK, Scotland, (D 18), *Prestwick*, Mon., 7:30 p.m., Royal Hotel.
1684 JACKSON, Miss., (D 43), *Capital*, Thurs., 6:30 p.m., YMCA.
1685 QUONSET POINT, R. I. (D 31), *Quonset Point*.
1686 WASHINGTON, D. C., (D 36), *Five Square*, Alt. Wed., 12:15 p.m., All States Inn.
1687 CHARLOTTE, N. C., (D 37), *Carolina*, Alt. Mon., 6:00 p.m., The Town House
1688 STEPHENVILLE, Ernest Harmon AFB, Newfoundland, (D U), *Northern Lights*, Mon., 7:30 p.m., Contractors Club.
1689 PALO ALTO, Calif., (D 4), *El Camino*, Mon., 6:30 p.m., Hal's, 4085 El Camino Way.
1690 BELLEVILLE, Scott Air Force Base, Ill., (D 8), *Scott*, Mon., 6:30 p.m., Cardinal Room, Officers Club.
1691 INDIANAPOLIS, Ind., (D 11), *Western Electric*.
1692 WEST PALM BEACH, Fla., (D U), *Palm Beach Officers*, Wed., 12:00 noon, Officers Club, Palm Beach Air Force Base.
1693 TORONTO, Ontario, Canada, (D 34), *Toronto*.
1694 BURNTISLAND, Scotland, (D 18), *Burntisland*, Thurs., fortnightly, 7:45 p.m., The Greenmount Hotel.

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In the Mill



- WORDS
... can shake a world
- YOUR VOCABULARY
... does it measure up?
- WRITE FOR EXACTNESS
... if you would communicate
- FROSTING IS NEEDED
... but bake your cake first

BEFORE WE ADJOURN

God's plan made a hopeful beginning,
 But man spoiled his chances by sinning.
 We trust that the story
 Will end in God's glory,
 But, at present, the other side's winning.

Dr. James F. Bean
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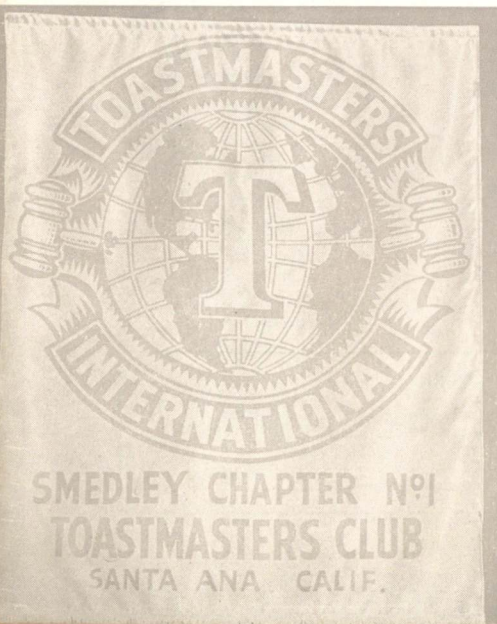
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