

June 1987

# THE TOASTMASTER

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Prospect for Club Quotes



### Sharing and Caring

Can organizations with idealistic philosophies survive in today's society? In the corporate world, perhaps not; although there is evidence that such philosophies have indeed contributed to the strength and success of some corporations.



On the other hand, the strength, momentum and success of Toastmasters is largely due to the idealistic philosophy of our founder, Dr. Ralph Smedley... "We help each other."

Consider these quotes from Terrence E. Deal and Allen A. Kennedy's book *Corporate Cultures*: "It is clear that organizations have, in fact, gained great strength from shared values—with emphasis on the 'shared'." "For those who hold them, shared values define the fundamental character of their organization, the attitude that distinguishes it from all others." I believe that the character and attitude distinguishing Toastmasters International from all other groups comes from our tradition of sharing and caring.

The philosophy of sharing has from the beginning been the foundation of our organization's great strength. It is through the sharing of our knowledge, experience and selves with others that we perpetuate the traditions of our movement.

Our members continually share what they know to help others learn more about themselves and to grow. The many experiences we gain in life and through Toastmasters activities are freely shared with our fellow members. It is a common occurrence to see members giving of themselves: improving a presentation, building a club's membership, serving as club and district leaders.

Caring people add that special flavor captured in the spirit of the song, "Reach Out and Touch Someone." Toastmasters have and continue to touch the lives of their fellow members and many others in a positive manner. The attitude of caring has helped many of our members conquer the fear of public speaking and in the process achieve greater self-esteem.

Caring means helping tenured members remain members. Caring means helping new members off to a positive start. In his article in the August 1986 issue of *The Toastmaster*, Irwin I. Selig, DTM, of District 23 wrote, "With the proper care and feeding of club members, not only will your club prosper, but members will grow and more fully benefit from Toastmasters' educational, leadership and excitement opportunities."

Toastmasters is a people organization, devoted to helping people achieve their goals. We will continue to be successful because our members have pride... pride in belonging to the best organization of its kind, pride in what our organization does best... help people.

Can an organization built upon a philosophy of sharing and caring endure? I think yes, because sharing and caring epitomize the tenets of our founder's beliefs, and through practicing that philosophy Toastmasters' spirit has been kept alive... for more than sixty years!

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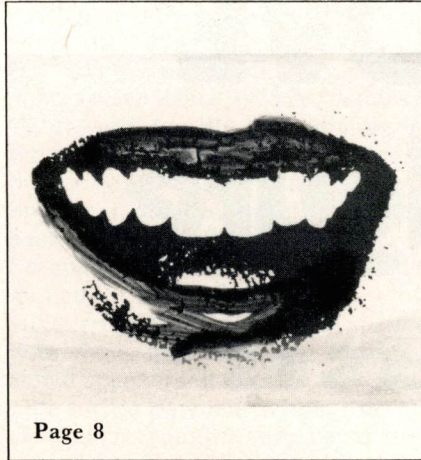
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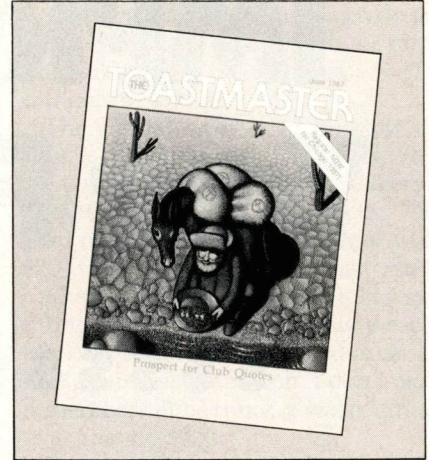
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## COVER

Your fellow Toastmasters are great prospects for supplying verbal gems. Mine your meetings now for quotes you can bank on and amass a fortune in club culture. *Cover illustration by Joe Crabtree.*

THE TOASTMASTER Magazine (ISSN 0040-8263) is published monthly by Toastmasters International, Inc., 2200 North Grand Avenue, Santa Ana, CA 92711. Second-class postage paid at Santa Ana, CA, and additional mailing office. POSTMASTER: Send address changes to THE TOASTMASTER Magazine, P.O. Box 10400, Santa Ana, CA 92711.

Published to promote the ideals and goals of Toastmasters International, an organization devoted to helping its members improve their ability to express themselves clearly and concisely, develop and strengthen their leadership and executive potential and achieve whatever self-development goals they may have set for themselves. Toastmasters International is a non-profit, educational organization of Toastmasters clubs throughout the world. The first Toastmasters club was established by Dr. Ralph C. Smedley on October 22, 1924. Toastmasters International was organized October 4, 1930 and incorporated December 19, 1932. This official publication of Toastmasters International carries authorized notices and articles regarding the activities and interests of the organization, but responsibility is not assumed for the opinions of authors of other articles. Copyright 1987 by Toastmasters International, Inc. All rights reserved. The name "Toastmasters" and the Toastmasters emblem are registered trademarks of Toastmasters International, Inc. Marca registrada en Mexico. PRINTED IN U.S.A. All correspondence relating to editorial content and circulation should be addressed to THE TOASTMASTER Magazine, P.O. Box 10400, Santa Ana, California 92711. Phone (714) 542-6793. Non-member price: \$12.00 per year. Single copy \$1.25.





# IMPROVE Your Figure

\$\$\$ \$\$\$\$

**Congratulations! You've been invited  
to speak for pay. Here's how  
to take the next step.**

by Leon Fletcher

**M**ore than a few Toastmasters have wondered if they 'have what it takes' to get paid for their speaking.

One of the things it takes is to answer this question: "How do I handle the financial arrangements?"

"Carefully!" warns the legal-minded. "Delicately," replies the diplomat. "Leave it up to the inviter," say many.

All those answers—and more—are correct.

Your answers need to be appropriate for such typical scenarios as these:

- Through your Toastmasters' club, you've become skilled as a speaker who can motivate listeners to contribute their skills helping out community projects. Now the owner of a local manufacturing plant has asked you to speak to his workers to motivate them to greater production, saying, "How much do you charge for speaking?"

- You have been a voluntary speaker for local youth organizations, informing them about unusual career opportunities. Now the director of the statewide organization of youth clubs says to you, "We'd like you to be a featured speaker at our annual conference, but I don't know if we can afford your fee."

- Your humorous speeches have





been bringing laughs from a variety of community audiences, and now the president of your area's chamber of commerce has phoned you to say, "You've been suggested as the main speaker at our banquet. We'll pay you, of course."

Clearly, each of those situations—and the multitude of comparable ones you might face—call for different answers from you. Your best response depends on two factors:

- (1) The circumstances
- (2) Your own particular style.

Here are ten tips to help you decide how to deal with virtually all your initial invitations to speak for pay. But remember, these are tips for speakers just starting out as professionals—speakers making their first presentations for pay. After you've been paid for a dozen or so speeches, you'll have developed techniques and fees which are most appropriate to you.

### 1. Start by accepting what the inviter offers.

Often your invitations to speak for pay will include a statement such as this: "We usually pay our speakers just a modest \$50—is that okay with you?" Sometimes that figure is as low as \$25;

rarely is it higher than \$100.

Those fees—low as they are—are typical of the offers made by local organizations to local speakers who are not as yet recognized as professional speakers. Some groups call such a fee an *honorarium*, which Webster defines as "a reward usually for services on which custom or propriety forbids a price to be set." An honorarium sounds important, but some speakers call such a fee a *pittance*, which Webster says is "a small or barely sufficient amount of money."

Nevertheless, at this initial stage of your move into the ranks of professional speakers, it is often best to accept such a payment without discussion, even though it may be far from enough to pay for your time, much less your effort and skill.

As you start out in professional speaking, your goal is simply to be paid something—anything! The value of those first fees, low as they might well be, is that they will be documenting you as a professional speaker.

### 2. After making a few paid speeches, start setting your own fee.

After you've made a few speeches for pay, it is appropriate for you to suggest

your own fee—when you're asked. For example, the program chairman of a group may invite you to speak and include the question, "How much do you charge?" That's a question so many beginning professional speakers find difficult to answer.

The easiest reply, and possibly the best, is something such as "How much do you usually pay your speakers?" Sometimes you'll be told directly, "We paid that other manager at your plant \$200 when she spoke to us last year."

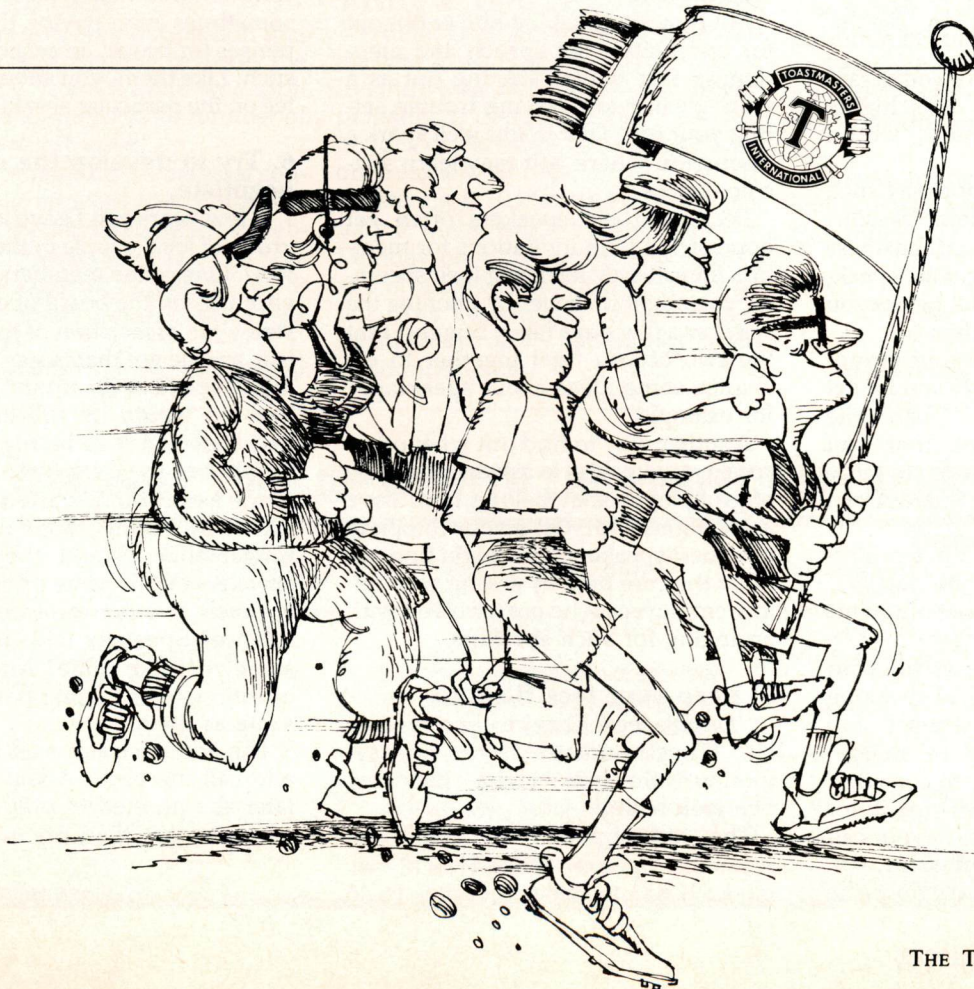
More frequently, you'll be told something evasive: "Well, it really varies a lot. We paid one speaker with a similar background as yours—oh, I don't really remember, but I think it wasn't much over maybe \$100."

Don't squirm over such replies. Instead, use them as a springboard for setting your own fees. Your response will depend, of course, on your relationship with the organization and the sponsors, your bravery—indeed, your *chutzpah*. Possible replies include the following:

- "Well, \$100 will be fine for me."

Clearly, that answer—after the sponsor's statement of what's usually paid—is pretty safe. But you might try:

- "Not much over \$100? Then how





about \$150?" That doesn't sound like "much over," but is an increase of 50 percent.

The sponsor may well respond, "Let's compromise—say \$125?" You win an increase of 25 percent from the first figure stated, and have started to build a foundation for your fees being higher than the usual honorarium. Or, you might throw timidity aside and reply with something such as:

- "Good! My fee is not 'much over \$100'—it's \$150." Chances may be that you'll get it. If not, you have given the sponsor the impression that you are a professional, you have an established fee, and that if he or she does make a counter-offer, it just might be \$135 or so—about a 35 percent increase.

At this point, continue to keep in mind your main goal: to establish yourself as a professional—one who does get paid. Once you've done that, it's time for you to:

### 3. Pinpoint your own fee.

Now you become the complete professional. When you're asked to speak, include in your response a statement such as:

- "I'd like to speak to your group. But I get asked to speak so often that I have to charge a fee."

- "I assume you know I'm a professional—I get paid for speaking."

- "I think you'll find my fee for speaking reasonable."

Those sound awkward for you to say? A great many speakers, even highly experienced professionals, would agree.

Indeed, to avoid having to say such things is one of the major reasons many speakers use an agent, business manager or lawyer to negotiate speaking fees. But there are other tactics you may find more comfortable:

- "I'd like to speak for your group. Let me look at my schedule and I'll get back to you in a few days." Then write a letter which mentions that you charge a fee. Many speakers are more comfortable mentioning financial arrangements in writing.

- "I assume you know I'm a professional—let me mail you the details." Again, you send a letter that pinpoints the fee.

*What fee?* At some time during your movement into professional speaking you'll have to evaluate yourself and decide what you want to charge. Among the major factors to consider:

- Your usual hourly payment for your full-time occupation, or your calculation of a realistic equivalent.

- The time it takes you to deliver the

**As you start out,  
your goal is  
simply to be paid  
something—  
anything!**

speech—and to prepare, practice, and travel to and from the event.

- The level of your speaking proficiency—how your speeches compare in content, organization and delivery with other professional speakers on the same or similar subjects, to audiences of about the same size and type.

To come up with the specific fee that is appropriate for your speaking, you can also:

### 4. Find out what others are paid for making comparable speeches.

Of course you can't walk up to the guest speaker at your company's annual retreat, for example, and ask, "Say, how much did you get paid for that speech?"

But how about taking him or her out for coffee after the speech and mentioning that you're starting out as a paid speaker and having trouble setting your fee? That might well spark a discussion where you may learn specific figures.

Because guest speakers often get bombarded with invitations for meetings immediately following their speeches, you might do better by phoning the speaker a few days later. Suggest that the two of you "get together to exchange some ideas about speaking," for example.

Another way to find out what other speakers get paid is to ask the treasurers of groups you may belong to or have associations with. Or, if your company has guest speakers, you might find out what they are paid by asking your fellow employees who are involved with arranging for such speakers.

### 5. Keep your fees flexible.

"Flexible fees? They're unprofessional!" "They're unfair!" "That's pussy-footing!" So some claim. But they overlook reality.

The top legislator in California, Assembly Speaker Willie Brown, was paid \$91,843 to make speeches to 46

groups last year—an average of nearly \$2,000 per speech. But his fees were flexible, ranging from \$5,000 for a speech to the National Medical Enterprise, to \$750 for speaking to the California Chiropractic Political Action Committee—to many speaking appearances for which he received no fee.

If you are invited to speak to a prestigious national conference, you might expect—and ask for—a healthy fee.

On the other hand, speaking to such a group can well make you much more attractive as a speaker to other groups. Therefore, it might be wise of you to accept a lower fee to help ensure that you are booked and to further enhance your reputation as a professional speaker.

If you are invited to speak to a small group of local ecologists trying to block the building of a new plant on the shore of a nearby lake, you might agree to speak without any payment. You've learned that one or more of your city's television stations is going to cover the event—which might get you valuable, broad exposure throughout the area, exposure which could bring you invitations to speak to other groups, for pay.

Virtually all the highest paid speakers in the U.S.—Barbara Walters, former President Ford, Henry Kissinger, Ann Landers and others of comparable stature—give many no-fee speeches, sometimes even paying their own expenses for travel, accommodations, and such. Like them, you should base your fee on the particular speaking situation.

### 6. Try to develop the nerve to negotiate.

A few years ago I gave a speech to a group of local people in the travel business. One of the members of the audience was on the board of directors of a statewide association of travel specialists, and he got that larger group to ask me to speak at its annual conference. The fee would be substantial—but I had expected it to be higher.

I phoned the executive administrator of the association, started the conversation by asking about details of arrangements: Would there be other speakers on the same program? Guest speakers at other sessions of the conference? Speakers with backgrounds somewhat like mine? And one more question—was I being paid about the same as they?

The administrator said she'd check and call me back. About a half-hour later she phoned to propose a fee 50 percent more than the original offer.

*Continued on page 20*



# UPDATE

## The More the Merrier

Four members of the same family in the same club!

Ruth Parmenter joined Toastmasters on February 20, 1975, in Oregon (where her husband, Ed, was working in a V.A. hospital). Several moves later, she came to Syracuse, New York, where she joined Empire Statesmen Club 1427-65, on April 1, 1982.

Next came daughter Sarah, a graduate of Syracuse University, interested in developing her communications skills for a career in international relations.

The third family member, Carol, joined in February, 1984, but left following her marriage to Marine Sergeant Jim Tucker for his tour of duty on the West Coast. With Jim then in Japan for six months, she returned to Syracuse and was reinstated into the club, January 2, 1986.

Not be left out, husband and father Ed (a frequent guest) finally decided that "it was easier to join than fight" and was also welcomed to Toastmasters' ranks January 2.

## And More To Come

While this gives the impression that dinner at a club meeting involves the entire family, it's not quite true. Still at home are an impressive number of Toastmasters yet-to-be.

The Parmenters are an unusual couple who have adopted five children in addition to their birth daughters: Debbie (age 22), Sandra (age 14), Lily (age 12), Patrick (age 10), Clayton (age 8) and, newest to the group, Heather (age 16 months).

The Parmenters not only bring their



*Toastmasters is a big family—and the Parmenters are taking us literally!*

picturesque and never-dull experience to Toastmasters meetings, they also embody the spirit of the organization (which is to help others grow in a nurturing environment).

*Diane Ludwick, ATM  
Empire Statesmen Club 1427-65  
Owahgena Club 2153-65  
Torch and Thistle Club 6254-65  
New York State  
Toastmasters in Common Club 6250-30  
Chicago, Illinois*

## Truly a World Champion

When Marie Pyne, of Ennis Toastmasters Club 3360-71, County Clare, Ireland, won the 1985 World Championship in Columbus, Ohio, she had no idea of the impact she was to have on Australia in 1987.

Arriving at 10 a.m. on Saturday, January 3, Marie was interviewed live on Monday on 4 GR (a regional station) and on 4 BH by first District 69 Governor, Rus Walkington. She was also scheduled to do TV community affairs announcements.

Two Sunday papers carried features about Marie and the story was picked up by API news.

Speaking engagements (sponsored by Satellite Toastmasters Club 5044-69) ranged from a minimum security prison to Brisbane City Hall. A week following Marie's talk at Telecom Communication House, Telecom would form a club!

Half of the total number of clubs in the district were represented at the city hall event, plus six other speaking clubs. The presentation thus amounted to a highly successful public relations exercise.

A bon voyage celebration to another state in Australia—Tasmania, 1000 miles to the south—concluded with a song by Marie, "Galway Bay" (similar to when she entertained fellow Toastmasters with "When Irish Eyes Are Smiling" after her victory in Columbus).

Correspondence and phone calls to Toastmasters clubs and to the state's principal newspaper would result in speaking engagements and interviews on Marie's arrival in Tasmania.

Moreover, she made and cemented a great number of friendships, impressed and entertained a wide variety of grateful people, and many remarked on her rare combination of ability and humility.

Indeed, Marie's victory in Australia was almost as great as her victory in Columbus!

*Arthur Gorrie, DTM  
API Brisbane Club 900-69  
Satellite Club 5044-69  
Brisbane, Queensland, Australia*

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**S**ometimes it is necessary to write out your talk and read it word-for-word because:

- You are talking on a sensitive subject.
- You need prior approval of what you are going to say.
- You are expected to read the approved copy verbatim.
- You are expected to stay within a tight time frame.
- You are making a speech that contains statements of policy.
- You will be discussing things you or your organization could be held accountable for if misunderstood. Perhaps you just don't have time to



robot from outer space.

I admit that it takes special know-how to write and deliver effective manuscript talks. However, these skills can be quickly and easily learned. This article tells you how.

### Make Your Manuscript Talk

There is a striking difference between writing for the 'eye' and writing for the 'ear.' Back in school you probably got a pretty good grip on the essentials of writing copy for silent reading; yet few people have been shown how to write for the 'ear.'

Consequently, their manuscript talks are neither interesting nor effective. In short, it's impossible to sound natural speaking from copy written for silent reading.

**1. Capture the flavor of talk.** The quickest and easiest way to make your manuscript sound like talk is to follow this sequence of steps:

- Prepare a good outline.
- 'Talk out' your speech, recording yourself as you proceed.
- Transcribe the tape.

**reading and listening.** A commonly accepted communication principle is to use no more words than necessary.

However, Dr. Jerry Tarver, professor of Speech Communication and Director of The Effective Speech Writing Institute at the University of Richmond in Virginia, says, "It usually takes more words to get an idea across in speech than it takes to get the same idea across in material prepared for silent reading. That's why many successful professional speech writers purposefully expand the manuscript copy—within reason, of course—by intentionally putting in some repetition, stretching out certain parts of the copy to assure understanding, and piling on more evidence than they normally would in writing other material."



# Let Your Manuscript Do t

prepare your talk thoroughly enough to give it without a manuscript. Or maybe you want to publish the material in the future.

### What's the Problem?

Nevertheless, the critics of manuscript talks lose no time lodging powerful arguments against reading a talk word-for-word. It's true! Some manuscript talks are badly written and poorly delivered. Whenever this happens, there are two probable reasons:

- First, without special training, it's very difficult—if not impossible—to write material that sounds like talk.
- Second, very few people are taught how to read their talks effectively—even when they are well written.

Fortunately for the increasing number of men and women who prefer to read at least some of their talks, manuscript speeches can be interesting, powerful and persuasive. They can be written so that you don't sound as if you were a

***Author's Note:** Professional speakers don't read their talks. This article was written for the growing number of business and professional people whose needs justify manuscript talks.*



- Use the transcribed copy as the basis for writing the first draft of the talk.
- Read the first draft out loud with the tape recorder running.
- Listen to the tape and make the necessary revisions.

Continue rehearsing, listening to the tapes, and revising the copy until it sounds like talk. This works!

Eleanor Herriage, speech instructor and radio laboratory supervisor at Modesto Junior College in Modesto, California, points out that U.S. President John F. Kennedy 'talked out' most of his speeches before putting them into manuscript form. She says, "That gave his manuscript speeches the conversational qualities that made them so appealing."

**2. Recognize the difference between**

**3. Select a speaking vocabulary.** You can't afford to be misunderstood. Words—the stuff that makes up talks—are highly abstract verbal symbols and their meaning depends largely on the listener's vocabulary. According to Tarver, we have three vocabularies:

- A reading vocabulary (the largest)
- A writing vocabulary (the next largest)
- A speaking vocabulary (the smallest).

Tarver explains, "When we read we see many words that we barely know. When we write we tend to use words we don't use in everyday conversation. And when we speak, we use our smallest vocabulary."

Regardless of your speech topic, the whole idea is to use words that sound like talk and to keep the vocabulary at a level the audience understands:

*The best way to capitulate expenditures is to augment the productivity of goods and services. (poor)*

*The best way to reduce cost is to increase productivity. (better)*

"The big difference in getting your idea across in manuscript talks is to use simpler words," Tarver says, "not necessarily shorter words."



**4. Give your copy a personal touch.** There are three ways to personalize your manuscript:

(1) Use personal pronouns. They are a very important part of the give and take of everyday communication and should be used in your copy:

*This researcher believes there are three ways firms can save money. (poor)*

*I believe there are three ways your firm can save money. (better)*

(2) Use contractions. Professional speech writers use contractions freely:

*I do not know if it is a . . . (good)*  
*I don't know if it's a . . . (better)*

The exception to this rule is: Do not use contractions when you want to emphasize a point: *"I will not comply with the request."*

(3) Use prepositions to end sentences. Regardless what you were taught, it's perfectly all right to end sentences with prepositions. Writers—from Shakespeare, Thackeray,

(1) Put the subject up front. The subject gives the reader a hint of what the sentence is about. Putting it near the beginning of the sentence thus gives the rest of the sentence a forward thrust:

*While not satisfied with the terms of the contract, but fearing to incur the wrath of the boss, the workmen finally agreed to sign it. (poor)*

*The workmen wanted to please the boss, so they signed the contract even though they were not completely happy with it. (better)*

(2) Chop long sentences into shorter ones. A common trap in writing long sentences is to bog them down with unlimited qualifying clauses. This won't work in manuscript talks.

It's too easy for listeners to lose track of the beginning by the time the speaker gets to the end of the sentence. The solution is simple. Chop these seemingly nonstop sentences into shorter ones:

*Because of the lack of knowledge available on the subject and because there was no good book that covered the subject to the depth that I needed, most of my information came from sifting through the contents of books and specialized periodicals which proved to be very time-consuming and inadequate. (poor)*

*When I started to do this work, little information was available on the subject. No one had written a good book that covered all phases possible. So I spent many long hours sifting through sources, looking for the data I needed. This proved to be very time-consuming and often futile. (better)*

**6. Minimize alliteration.** Alliteration is the repetition of an initial consonant sound in two or more neighboring words, such as:

- The tentative texture test is scheduled for Tuesday, the tenth of the month.

- That same sound startles Sam.

Some alliteration can enliven your talk. But never forget! It can also trip you up as a tongue twister.

**7. Enhance interest and comprehension.** To attract attention, hold interest and increase comprehension, more illustrations, examples, quotations and references to familiar names are needed in manuscript talks than in extemporaneous ones.

### Prepare Your Props

Preparing the manuscript—the copy

you'll be reading from—requires some special know-how. Ronald H. Horner, who specializes in writing talks for executives, shares these six tips:

- Type the manuscript on heavy paper that doesn't crackle before the microphone.

- Use large type and double or triple space the copy.

- Type on one side of the paper only.

- Leave the bottom third of the page blank. Otherwise the audience will be looking at the top of your head rather than at your face, while you're reading the lower part of the page!

- End each page with a complete sentence. Never carry part of a sentence over to the next page.

- Number each page.

Horner emphasizes the importance of proper manuscript preparation with this incident: "The air conditioner was unexpectedly turned on when the speaker was just about to begin. His manuscript, typed on thin onion skin paper, blew off the lectern and down into the orchestra pit."

Horner adds, "This wouldn't have been so bad except the speaker didn't have his pages numbered."

Another practical tip, according to Horner, is to bend the bottom third of the typed manuscript away from you. This puts a slight bend in the manuscript and forces the bottom of the pages into the lip of the lectern, keeping them from falling off.

### Rehearse . . . and Rehearse

The primary purpose of rehearsing is to become familiar enough with the manuscript so that you can read it in a conversational tone and know it well enough to look up at the audience at least fifty percent of the time. This takes practice.

The more you practice, the more your confidence increases. You'll soon be delivering more words without hesitating or looking down.

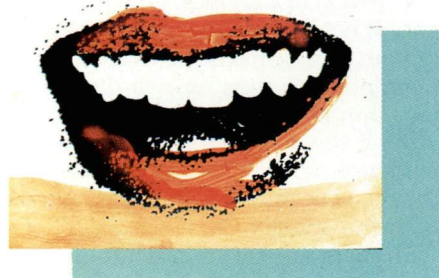
But that's not all!

As you continue to practice, you're apt to find a few places in your manuscript that need minor revision or emphasis. Don't wait! This is the time to make those revisions.

It's also the time to mark or highlight the copy with a felt-tip pen to indicate emphasis, normal pauses, extended pauses, particular times to smile or to look up at the audience.

Although many speakers claim these cues help them in delivery, others do find that the extra marks make them

# Talking



Kipling to modern-day authors—have done this to avoid awkward sentence structure:

*John isn't qualified to hold the position for which he applied. (poor)*

*John isn't qualified to hold the position he applied for. (better)*

**5. Keep your sentences running forward.** A common rule in business writing is to keep sentences short. But spoken sentences are usually much longer because they are generally free of clauses. Use a variety of sentence lengths to help make your manuscript copy sound like talk. Just make sure that your 'units of thoughts' keep running forward, particularly in your longer sentences, so that your listeners can follow you. Here are two important tips:



excessively word-conscious and distracts rather than helps them. Do what works best for you.

### Take the Stage

Stage presence is particularly important in successfully delivering manuscript talks. Horner shares this advice:

- Walk to the lectern with your manuscript in some sort of jacket such as a manila folder or a portfolio. Carry it in your left hand so that your right hand is free in case the master of ceremonies offers to shake hands.
- Put your portfolio on the lectern.

Open it, and remove the clip from your manuscript. But don't start talking immediately.

- Pause. The silence attracts and holds the audience's attention.
- Smile.
- Slowly count from one to five.
- Scan the room, starting with those in the rear and end up looking at someone in the front row.
- Continue looking at this person as you start reading your talk.
- Scan the audience as you continue your talk.
- Look up at your audience as you approach the bottom of each

page and slide it to the side. Don't try to keep the finished pages in order. This will detract from you and your message.

Besides, it's not necessary. Even if you're giving talks back-to-back, you always have a few minutes between the sessions to get the pages back in sequence.

Once you've finished reading your manuscript talk, Horner suggests:

- Don't say "Thank you" abruptly and rush off to your seat. Instead, pause and count to three silently as you scan the audience one last time.
- Deliberately close your portfolio,

giving and the gaining of knowledge.

Who lectures? Public speakers, members of clubs, teachers and almost everybody at one time or another. Lectures, however, are not always called that. They're often referred to euphemistically as 'talks':

—The police chief says to the patrolman, "We want you to give a *talk* on crime prevention to the Women's Club."

—A politician gives a *talk* on how to save energy.

—A scoutmaster gives his troop a *talk* on how to earn the Eagle rank.

As you can see, the possibilities are virtually limitless.

The problem is how to give a good lecture. If you create the unfavorable impression of a know-it-all, your audience is not likely to pay much attention to you. The pearls of wisdom you are attempting to pass on will disappear into thin air.

But if you do give a good lecture, the audience will prove attentive, and they'll benefit from your experience with the subject.

So, here are seven basic guidelines which may prove helpful next time you give a lecture:

1. Know your subject.
2. Know your audience.
3. Don't adopt a condescending attitude.
4. Be as casual as possible.
5. Use humor, but don't wander off on tangents.
6. Determine the proper length of your speech and stick to it.
7. Encourage questions.

Most of these guidelines can be applied to almost any lecturing situation. For example, imagine a member of XYZ Toastmasters Club giving a speech to fellow members about the club's schedule of activities for the coming year.

### 1. Know your subject.

As obvious as this first step might seem, it still needs emphasis. Nothing



## Pass the Knowledge, Please

by Mike Klodnicki

**L**ecture. ' Now there's a starched-collar word! Webster defines it as "a discourse on any subject," and, according to the word master, when you lecture, you "instruct by discourses."

That's fine as far as dictionary definitions go, but what is a lecture *really*? Parents lecture their children on proper behavior; teachers lecture their students in their subject areas. Obviously, lectures have a lot to do with the learning process—one person passing his or her knowledge on to someone else.

Lectures are common. We hear them every day—whether from the traffic cop

telling us we parked too close to the fire hydrant, from the news director of the local television station in an editorial, or from our bosses at work. Lectures can range from very simple to quite complex, from seemingly trivial to vital.

### Lose Those Lecture Blues

Common or not, 'lecture' has a grim connotation for most of us. We generally don't look forward to one. In most cases, audiences suspect the speaker thinks he or she knows everything, and is telling them what to do. No one likes that.

A lecture, however, *should* be a positive experience for both the speaker and the listener, because it entails the



turn toward the master of ceremonies and then walk to your seat.

- When you get to your seat, don't say a word to anyone, regardless how tempting it is to tell them how you feel or to ask them what they thought of your talk.

These suggestions fit most situations. However, if you're talking outdoors, hanging on to your manuscript pages can be a challenge—especially when it's windy.

Some speakers use clothespin-type fasteners, although changing the pages can become too cumbersome and detract from your message. Steve Collins

has a better idea.

Collins, Chairperson of the Division of Arts and Speech at Modesto Junior College, is a highly sought after speaker who gives many manuscript talks. He says, "The best way to keep your pages in order when speaking outdoors is to put them in a ringed binder."

If the manuscript talk is the best way to get your message across or to verify what you say, don't hesitate to read your speech word-for-word. Hundreds of other people are doing this across the country every day.

Just follow the suggestions in this article and your manuscript speech will

attract attention, hold interest and sound like talk. 🗣️

*Dr. Milt Grassell has prepared and delivered manuscript talks since the turbulent decade of the 1960s when he was a university vice-president and college president. Whenever he had to talk on sensitive issues, make policy statements, or to verify exactly what he said, Dr. Grassell read his talks word-for-word. He continues to use the manuscript talk today whenever it best fits the situation.*

is worse than listening to someone speaking on a subject they know nothing about.

But there's more. Never just read information out of a book—however valuable that resource has been to you. You'll wind up with a bored and restless audience as long as you insist on doing something they could do for themselves, if simply referred to the book.

Instead, read through the material in advance. Then use the facts from the book in your lecture, explaining them in your own words. This helps gain your audience's confidence because it shows you cared enough about your subject and about them to prepare.

*Example:* As a club member, you're familiar with the club's annual activities. You know what they are and generally what time of year each is held.

So don't read them from the printed schedule. Explain each one in your own words. Refer to the schedule only for specifics, such as the exact dates.

## 2. Know your audience.

This point almost goes without saying. If your audience already has some knowledge of what you're lecturing about, keep that in mind. Don't go into a lot of detail on matters they already know; just summarize.

However, do explain what's new and unfamiliar. When your audience isn't at all familiar with your subject, detail and background become essential.

*Example:* Since club members are probably familiar with the club's annual activities, skim through these and instead dwell on any new activities or changes in the routine ones.

## 3. Don't adopt a condescending attitude.

Nobody likes to be talked down to. True, you do know more about your subject than the audience and are teaching them, but the best school

teachers don't talk down to their students.

Talking down to your listeners antagonizes them. They'll resent you, and any message you have will be lost on them.

Rather, convey the attitude that "I have some knowledge on this subject that I'll be sharing."

*Example:* Be pleasant and conversational when you're going over the activities schedule. Don't give fellow members the impression that you assume, "I'm doing you all a big favor by telling you this"—you'll really put them off.

## 4. Be as casual as possible.

Remember, casual is the rule and formal the exception.

Rather than separating yourself from your audience, try to identify with them. Whenever possible, use 'we' instead of 'I' and 'you.' A good lecturer speaks *with* an audience instead of *at* them.

*Example:* Don't get formal with fellow club members just because you're up in front, speaking to all of them at once. Instead, act as you would if you were talking to a couple of friends about the activities.

## 5. Use humor, but don't wander off on tangents.

As in any speech, a joke or amusing anecdote will enliven your presentation.

However, when you tell a funny story, be careful not to meander off on far flung tangents. Your audience may neither have the time nor the patience to follow you. Instead, tell one or two brief jokes or anecdotes and relate them to your subject.

*Example:* Tell a story about something funny that happened at one of your club activities last year. Give your audience a good laugh, and at the same time remind them that the activities aren't all hard work.

## 6. Determine the length of your speech and stick to it.

Figure out how long it will take you to explain something. This will help you in two ways: (1) You won't cut yourself short and perhaps leave something out; and (2) You won't babble on interminably about something you've adequately explained!

*Example:* Don't spend two hours explaining the activities scheduled when 15 or 20 minutes is plenty of time.

## 7. Encourage questions.

No matter how short your talk must be, always reserve some time for the audience to ask questions. First, it's only polite. Second, nobody's perfect, and you may have left something out or not made it clear enough. Questions from the audience may remedy this.

*Example:* Every club member may not understand a new policy or change in an existing one. Or maybe there are new members not familiar with all Toastmasters activities. By taking questions, any misunderstandings or difficulties can be kept to a minimum.

If you keep these seven guidelines in mind, your lectures can be enjoyable.

I've enjoyed giving lectures on all kinds of subjects—for example, one to parents about a summer program for disadvantaged youths. Throughout my explanation, the audience was attentive, asked questions and even laughed at my anecdotes.

On the other hand, a lecture that's condescending, stiffly formal, rambling and unfocused usually produces a yawning, mumbling and grumbling audience.

Now I think you'll agree that laughs are much better than yawns—especially when you're the speaker! 🗣️

*Mike Klodnicki, a freelance writer who's contributed to The Toastmaster in the past, has also published record reviews and sports columns.*



# DO YOU DO Windows?

**Be aware of how  
closely your view  
matches an  
audience's.**

by D.C. Stultz, DTM

One of the first things that Felix learned as a new Toastmaster was that the audience, especially his Evaluator, knew some things about him that he himself didn't know. "Why," he thought to himself, "I didn't know that I scratched my nose that often!"

And, as Felix continued to progress, he learned that he must know who the audience is and what their level of knowledge might be. For example, you as a speaker wouldn't want to give the exact same presentation to a group of sixth graders that you gave last week to the local bankers association.

One tool for analyzing a speaker and audience's shared knowledge is the Johari Window. This interpersonal analysis aid was developed some two

decades ago by Joseph Luft and Harry Ingham.

## **Keep Perspective**

The Johari Window is divided into four sections corresponding to the four possible conditions of speaker and audience knowledge.

Area I, the *open* section, refers to that knowledge the speaker has which the audience shares.

For example, we know little, if anything, about a new Toastmaster giving her Icebreaker; she, in turn, probably doesn't even know all our names yet. In this case, the open section of the Johari Window is quite small.

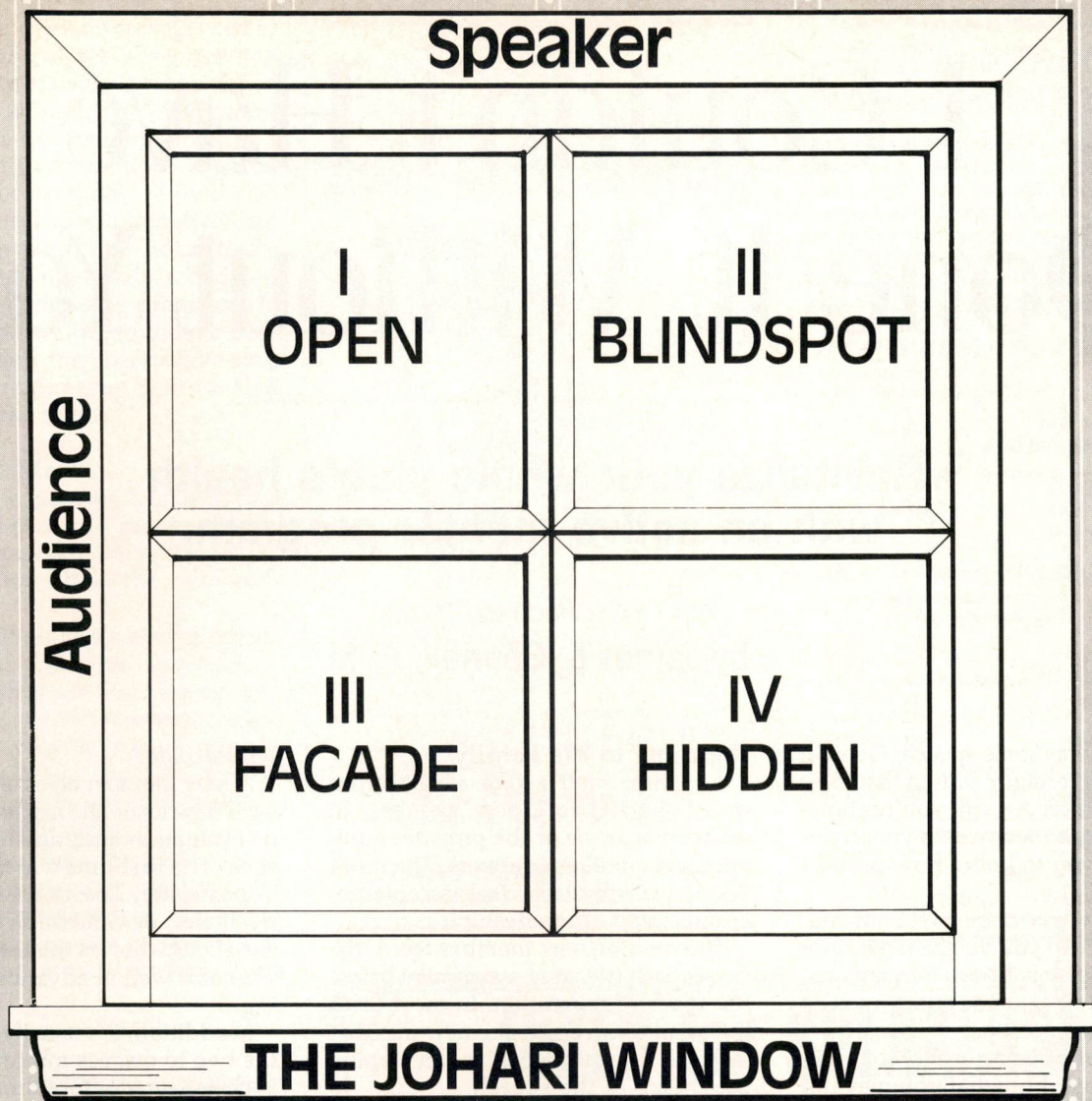
The Toastmaster of the Day can help everyone by giving a suitable introduction. Of course, he or she must be care-

ful not to spoil the newcomer's speech! You may ask new speakers to write their own Icebreaker introductions, and use these. Mentors come in quite handy here.

Any member speaking outside the club also needs to remember that probably all the audience knows about him or her will come from the introduction. That is one reason why professional speakers always supply their own introductions to the chairperson before the event.

Area II of the Johari Window is the *blind spot* area. Psychologist Harvey Hester of Melbourne, Florida calls this the 'bad breath' area. "Not even your best friend will tell you," says Hester, "because he won't be a best friend for long."





This portion of the 'window' might also be labeled the mannerism section. It represents the things the audience knows about you that you don't know, such as the hundred and one mannerisms which grate on audiences' nerves: playing with a ring or wristwatch, pushing your glasses up on your nose, tugging at an ear, or collapsing and extending the pointer that you are no longer using.

Evaluations help you rid yourself of such distracting mannerisms. They alert you to blind spots that can prove hazardous to the public speaker.

#### Let Down the Facade

Area III is the *facade* area. This section represents the things that you know, but your audience doesn't.

This is an area you're trying to make smaller, since normally the purpose of a presentation is to impart knowledge to the audience. The audience doesn't need to know *everything* that you know—only things that are relevant to this presentation's purpose and theme.


Area IV is the *hidden* section—the things neither the speaker nor the audience knows. To paraphrase the old cliché: What you don't know won't hurt you—as long as the audience doesn't know either.

Unless, of course, someone poses a stumper during a question and answer session after your presentation! In that case, simply say, "I don't know, but I'll find out and get back to you."

By using the Johari Window you can improve your presentations. In sum,

work to increase what you know and decrease what you don't.

Get feedback from members of each audience to isolate those particularly bothersome items the audience knows about you of which you are unaware. Expand the audience's knowledge with every presentation.

Then when others ask you what's the secret of your speaking success, you can reply, "I do windows." 

**D.C. Stultz, DTM**, a Toastmaster for six years, is a member of Harris Malabar Club 4170-47 in Malabar, Florida, and A1A Club 3274-47 in Indian Harbor Beach, Florida. He has won both the Top Ten Club Bulletin and Top Ten District Bulletin Awards.



# I Couldn't Have Done It Without You

**Revitalize your whole club's health  
with an active mentor program.**

by James L. Connell, ATM

**T**hat was some speech, George! You certainly earned that 'Best Speaker Award' you're showing off. Congratulations! As your mentor, I want you to know how proud I am of you."

"I couldn't have done it without you, Mabel. The help you've given me since I joined this club has been tremendous. I've really felt your support—you're quite a caring person."

"That's what being a mentor is all about, George; but what you may not realize is that I've gained more than you. I've found this mentor assignment *very* satisfying. I've watched your progress and have been pleased to feel a part of it. I've grown right along with you!"

The first few months of Toastmasters membership turned out much easier for George by having Mabel as his mentor. They had discussed each of George's assignments well in advance, and in the process had become close friends. Their mutual respect had grown, and both enjoyed satisfaction in George's progress.

George and Mabel were one of several mentor/new member teams in their club. The members developed their mentor policies about a year ago and have reaped significant benefits ever since.

New Toastmasters are far more comfortable with their first few assignments, and retention rate has increased significantly. Feelings of camaraderie within the club are strong. Members are rapidly improving their communication skills—and having fun doing so!

## Welcome to the Family

A mentor's job is to be a big brother or a big sister to a new member. In other words, he or she provides guidance and emotional support. The result is a new member who feels acceptance, support and comradeship.

The mentor/new member team discusses each speaking assignment before the speech preparation. In most cases the mentor can guide the new member in topic selection, and in developing the theme of the speech.

**Make new members feel comfortable and increase your club's retention rate.**

Ideally, this is accomplished face-to-face. After the relationship is firmly established, a phone call may suffice. The mentor should continue to guide the new member until he or she feels comfortable working alone.

In some cases, the mentor may be needed for only two or three speeches. In other cases, he or she may be needed for nine or ten. It's the new member

who decides.

A new member also needs guidance each time he or she tackles a leadership or evaluation assignment for the first time. The first time a member is Table Topicmaster, Toastmaster of the Day, Evaluator, or General Evaluator, he or she should discuss the assignment with a mentor well in advance of the meeting.

In addition, it's usually beneficial for the two to discuss minor assignments such as Timer or Grammarian the first time the member performs those duties. Invocation Leader can also be a stumbling block for some new Toastmasters. A mentor's support and confident guidance is always welcome.

As a mentor, watch the club schedule and contact the new member at least a week prior to each assignment. It's important that you accept responsibility to initiate contact, since in many cases the new member may be afraid of imposing.

## Got What It Takes?

The club's executive committee should periodically review the membership list for potential mentors. The criteria should include experience, initiative and empathy. Candidates include those Distinguished Toastmasters, Able Toastmasters and Competent Toastmasters who sincerely want to provide guidance and emotional support to new members.

Most Toastmasters who've progressed to the Competent Toastmaster and above have developed a deep respect for the Toastmasters program and for



the type of people who are attracted to it. They view the mentor assignment as an opportunity to help someone else as they've been helped. The ideal candidate views the mentor assignment as a challenge and an opportunity to grow.

Each mentor candidate should also demonstrate sufficient initiative and sense of responsibility to actively monitor a new member's scheduled activities and continuing progress. He or she must be willing to initiate contact with the new member prior to each assignment, rather than wait for that person to make contact.

### Making the Match

When a new member is formally accepted into a club and receives his or her Toastmasters pin, the president advises the initiate about the club mentor program.

"Now that you're a member of this club, we'd like you to have a mentor to help you with your first few assignments. Please see our educational vice-president immediately after we adjourn tonight, and she will show you the list of qualified mentors who are currently available for assignment.

"Feel free to chat with two or three of them before selecting one. Or if you prefer, the vice-president can select one for you. Either way, we'd like you to have a mentor by two weeks from tonight."

### Everyone Wins

A good mentor program benefits new members, mentors and the club as a whole. New members with mentors tend to learn much faster, but the benefits are felt primarily on an emotional level.

The awareness that someone cares is invaluable when a new Toastmaster is trying to settle his or her butterflies! Having someone to 'talk it over' with can reduce the apprehension all of us experience early in our Toastmasters careers. A sensitive mentor working alongside helps a new member feel that he or she belongs.

Effective mentors usually gain more than they give. As one of my high school teachers told us the last day of class: "If you ever want to really learn a subject, teach it. When I was in high school, I flunked this course and had to repeat it. Now I really know it."

This was one of the best teachers I ever had. He offered me living proof that the greatest learning experience is teaching.

Beyond the learning experience itself lies the satisfaction of watching another Toastmaster grow. Realizing that you

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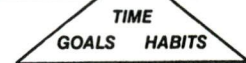
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contributed to that growth adds inches to your own stature as a Toastmaster.

Clubs with active mentor programs boast a high level of camaraderie. New members feel warmth and concern from more established members and return warmth and respect. Member turnover in such clubs is minimal.

How about your club? Do you have a healthy mentor program? Do your new members feel ready support and concern? Does your club have a New Member Orientation Kit (Code 1162)?

If not, let me suggest that your club hold a brief seminar during a meeting

in the near future to discuss the matter.

You'll probably arrive at a consensus within minutes. I'm sure your membership will welcome a mentor program. You can't miss! It's a *winning* situation! 🎤

**James L. Connell, ATM, Past President of Santa Rosa Toastmasters Club 182-57 in Santa Rosa, California, has spoken at over 200 marketing presentations, nationwide. He's a sales personnel training consultant, freelance writer and member of the National Speakers Association.**









# Prospect for Club Quotes

by Peter Garland

*Your members  
Want better meetings, you say?  
Toastmasters, try:  
Quote-of-the-Day!  
It's such a simple way—  
Just write down what they say!*

**I**'m not suggesting you write down every word your members say at a meeting, but when a person says something that has a ring to it or is particularly funny or interesting, *write it down* immediately.

There's probably never been a Toastmasters meeting where at least one person didn't say something worth recording. Yet of all the thousands (millions!) of Toastmasters meetings, how many memorable words have been recorded? Few. Think about it! Truly, the human ability to forget is vastly underrated.

How about these words, for instance:

"The 'road less traveled' is when you get off the freeway!"

Isn't that funny? Who said it? Bob Hope? Johnny Carson? No, Enterprising Toastmaster Dean Bolton, an engineer, when faced with the Table Topic, "The road less traveled . . ."

How many times have people in *your* club made similar brilliant or funny remarks? Do you have a lasting record of them? If not, why not capture them for the future?

Use the minutes (that's what we do) or your club newsletter. If either is formatted on a computer, simply enter "Quote-of-the-Day" on the basic form



and then start hunting.

### Net Those Specimens of Wit

At the following meeting, the members will read or hear the Quote-of-the-Day, and that will trigger delightful

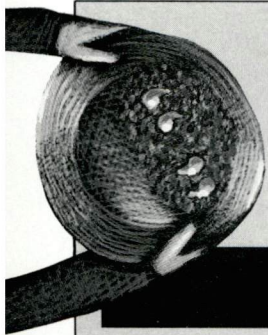
memories of your previous meeting. This will add an extra dimension to your get-togethers.

Plus, the person quoted will be pleased, and thus you will help create a friendly atmosphere conducive to

learning and enjoyment.

May I share some of our quotes with you? After all, it's our history! Very well, then:

*—I would like to give you a brilliant alternative to the Federal In-*



# To Quote or Not To Quote...

by Manimohan Manickam

**W**e'd all agree that quotations can spice up a speech. No one would deny that a well chosen quotation adds luster to any talk. Why, then, does this skill seem to be a dying art?

Some speakers abuse the practice by using quotations as the substance of their whole speech—leaving the audience doubting that the speaker has any original ideas. Others haphazardly interject a few quotations throughout their speeches, with nary a thought as to relevance to their subject matter.

Yet others cannot, for the life of them, find a single quotation that fits their talk.

Contributing to this problem, I fear, is our waning reading habit. The ability to quote at will and with ease depends largely on the breadth of one's reading.

Another cause is symptomatic of our worship of modern technology and progress. We tend to assume that the great thinkers and writers of the past can have little of value to offer us today.

### An Art To Advance

By and large, however, we Toastmasters do recognize the value of being able to quote well and would like to improve this skill. Most of us realize that the art of using quotations has the following benefits:

- Appropriate quotations add authority to your speech. The fact that a similar sentiment has been expressed by a prominent personality adds ammunition to any argument.

- Many quotations are expressed in colorful language so that their use enlivens our speech. We demonstrate versatility in our command of language when we select a gem of a quotation, and

then work it artfully into our message.

- Contrary to the cynics of the world, quotations aren't necessarily thrown in as 'padding' to a speech. In fact, a well chosen quotation can actually 'tighten' a speech by saying in a few words what you might otherwise labor for minutes to express.

For example, I dare say most of us would be hard pressed to put across in fewer words the sentiment expressed in the Bible as "As ye sow, so shall ye reap." Although the same message could be conveyed in a variety of ways, no doubt more words would have to be enlisted, and perhaps some of the poetic effect would be lost.

So we see that the art of quoting well can help those of us who aspire to improve our speeches. How then can we develop this skill?

### Pointing the Way

Here are a few pointers I've found useful:

1. There really is no substitute for reading widely.

Start collecting material that strikes you as you read. Search particularly for the witty comment, the terse statement that drives home a point, the succinct description that evokes a clear image.

Some people keep a small notebook with them to jot down provocative quotations they come across, the same way others collect jokes. This resource can be indexed for easy reference.

2. Remember that quotations should be added to spice a dish, not to serve as the main course. They should therefore be used

sparingly and selected carefully to blend in with the rest of your message.

Also, avoid letting the quotation get lost within your speech. Set it out clearly and distinctly for maximum effect.

3. Keep your audience in mind and stick to quotations they'll easily understand. An obscure quotation will only gain you blank stares where you were hoping for admiring nods.

And getting bogged down in explaining a quotation is about as suicidal as elaborating on a joke the audience didn't 'get' right away.

4. Steer clear of those quotations that have been used so often they've become cliches. Of course, if they're the *only* ones that'll bring home your message, by all means use them—but proceed with caution.

5. Many collections of quotations have been published for your reference.\* All of them are indexed by subject, and some by author and source as well, so that they're quite easy to use. The most well known and comprehensive of these is *Bartlett's Quotations*.

Without further delay, let me interject a quotation here myself (attributed to British author Jonathan Swift): "Proper words in proper places."

Such appropriateness is vital to communicating effectively, and an artful use of quotations can add to the harmony of words and context.

I've derived much pleasure from flavoring my speeches with quotations. *Bon appetit* to you! ♣

**\*Editor's Note:** *The TI Supply Catalog offers two books on quotations: The Great Quotations (Code 3-B) and Uncle Ben's Quote Book (11-B). Check the catalog for descriptions and prices.*

**Manimohan Manickam holds dual membership in D'Utama Club 5912-U in Petaling Jaya and Penang Club 752-U in Penang—both in Malaysia. He works as a field officer with the Great Eastern Life Assurance Company, Ltd.**



come Tax: unfortunately I don't have a brilliant alternative to the Federal Income Tax.

—Handing an Oriental a knife and fork to eat with is like expecting a European to eat with chopsticks.

These two quotes came, respectively, from Don Burnett, a computer programmer, and from Jerry Kobashi, an engineer. Do you agree that the quotes are like mini-speeches themselves, or like speeches reduced to their themes or essence?

So, have a pen or pencil ready at your next meeting. Do *not* try to write down everything that is said. But when you do hear anything that is truly striking, words that float suspended there in your mind for a few moments like birds in the air, scribble them down quickly before they fly away forever!

Then, later, you can decide which Quote-of-the-Day seems to you really the best, and get that one into your minutes or newsletter.

As you can see, you will soon have a priceless collection of verbal gems, your Toastmasters crown jewels. What can you do with them? To whom can you show them? Good questions!

### Enrich Club Culture

Well, first of all, you can show them to your members again. At the end of the year, you can fill one newsletter with the Quotes-of-the-Day for that year.

Or you could print them all out on a couple of sheets of paper and have the members vote for the Quote-of-the-Year. That will enliven the proceedings!

But your collection of quotes can also be used for club publicity. Our club had an article published in a local newspaper, *The Carrier*, that began:

*What are those verbal wizards at the Enterprising Toastmasters saying these days? Well, the following bons mots were recorded recently. From Harry Caplan:*

*"The speaker who uses no gestures at all—this kind of speaker is probably very effective at the dedication of a new statue, as long as you can determine which is which."*

*And our public affairs officer, Virginia Felker, was quoted: "Whether or not Princess Diana dyes her hair has not caused me a great deal of concern—or any, for that matter!"*

*Want to hear more? Or add a few gems of your own to the lit-*

## Quotes are like mini-speeches, like speeches refined to their essence.

*tering array? The Enterprising Toastmasters meet every Wednesday...*

So, I hope you'll agree that there's much to be gained using the Quote-of-the-Day. All it takes is one person with a quick pencil and that ability to listen effectively, which we Toastmasters are constantly working on.

Show off to your fellow club members what *they've* said. That way, too, you will store up a written treasury of the joy of Toastmasters, a history of the wit and wisdom of your club.

And in case you're thinking there's not that much 'gold in them thar hills,' let me tell you that in our club, sometimes we've had to publish not just *one* Quote-of-the-Day, but half-a-dozen!

Good panning and good pickings to you, prospector!

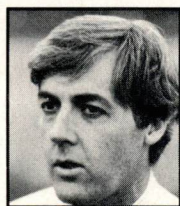
And let me leave you with a few more nuggets from the rich minds of Club 133's Enterprising Toastmasters:

*—Before I yell at my wife, I close all the windows so the neighbors won't hear. This is what you call 'controlled' violence. (Jerry Kobashi)*

*—By God, the pun is mightier than the gun. (Harry Caplan)*

*—You're supposed to be objective, not objectionable. (Virginia Felker)*

Fellow Toastmaster, the rest is up to you. Find the extraordinary in the ordinary, and write it down. Today's inspired speech can be tomorrow's inspiration. Please quote me on that! 🗣️



**Peter Garland is Administrative Vice-President of Enterprising Toastmasters Club 133-47 aboard the Naval Air Station, Alameda, California, where he is a program analyst for the Naval Air Rework Facility. Born in Dublin, Ireland, he resides with his wife, Marsha, and three amusing cats in North Beach (San Francisco), California.**

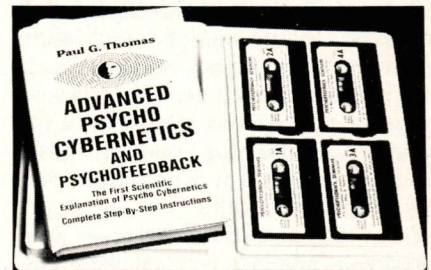
## WHATEVER IT IS YOU WANT FROM LIFE CAN BE YOURS WITH ADVANCED PSYCHO CYBERNETICS

Computers achieve fantastic results and are now essential to our society.

Tell a person that he has in his head a computer, more precisely a **BIOCOMPUTER**, and he may think either you've lost touch with reality or you're reducing man to a machine. Yet in his landmark book **Advanced Psycho Cybernetics & Psychofeedback**, Paul G. Thomas, the world's leading expert on the dynamics of psycho cybernetics, leaves no doubt that this is the reality and the truth.

Psycho cybernetics is the study which has compared the way computers work and the way the brain and mind work. It proves that the part of the brain which functions at the unconscious level, the so-called subconscious, is a **BIOCOMPUTER** operating the same way as an electronic computer. (1) Having Input and Output. (2) Having stored information and instructions — a program.

In our **BIOCOMPUTER** there is a program. The programming started when we were born and continues until we die. The secret of living life successfully, **THE TRICK OF LIFE**, is to have the best possible program in our **BIOCOMPUTER**.



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You've heard about the right brain/left brain discoveries of recent years? The program explains how to use them. Maybe you've been holding yourself back because you haven't been using your right brain, **YOUR IMAGINATION**, correctly.

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Because I'm not comfortable in such negotiations, I've had agents handle the financial arrangements for several of my presentations. But you might be an effective negotiator, or you could strengthen your negotiating skills by studying one or more of the several popular books on the subject, published in recent years.

### 7. Begin to ask about perks which may be provided.

Perks include compensation in addition to your fee, such as payment for airline tickets, free accommodations and meals, reimbursement for car rentals, even a limo and driver to pick you up at the airport and deliver you to the hotel or auditorium, and more.

But not all perks are desired by all speakers. Television's Ed McMahon gets a provision in many of his contracts that he be provided with a limo and driver to deliver him to and from his appearances. But his late-night boss, Johnny Carson, avoids limos and prefers to drive himself.

Perks may sound attractive—a limo and driver can make you feel like a VIP.

But some speakers prefer the personal contact of having a member of the organization meet their plane and drive them to the conference.

I tried that a few times, however, and found that after a tiring trip, having to keep up conversation with the driver was distracting. I had trouble gearing up mentally for my soon-to-be-delivered speech; I couldn't relax. The solution?

If I'm to speak in a city that I know well enough to find my way around, I ask for the perk of payment for a car rental. If I don't know the town or might have trouble driving around, I ask for taxi fare.

To some speakers, payment for travel expenses would seem a standard arrangement, but it's not. Some groups figure that since *they* pay your fee, *you* pay for getting to their meeting.

Others set the fee and add some provisions such as "plus reasonable travel expenses." But that statement needs clarifying: Which is "reasonable"—the \$25 taxi fare or the \$3 bus fare?

To solve such problems:

### 8. Get any arrangements in writing.

When you agree to speak to larger groups or organizations that bring in many speakers, they will usually send you a written agreement or contract which details arrangements. You are usually expected to sign and return it. (Of course be sure to keep a copy for yourself.)

More frequently, especially when you're starting out in professional speaking, arrangements are simply made by telephone. Soon after you've completed such verbal agreements, write the sponsor a letter stating the arrangements as you understand them. Should any disagreement or misunderstanding develop, you'll then have a written document to refer to as you try to resolve the conflict.

Arrangements you should specify in that letter include time, date and location of your speech; provisions, if any, for a public address system; projection of visuals; the fee you'll receive; and any other such details.

You may also want to include in that letter a statement to:

### 9. Establish when you'll be paid.

In talking with quite a number of professional speakers over the years, I've been surprised to learn that one of the more frequently contested points of contention is *when* the speaker is to be paid. Some speakers want to be paid before traveling to give the speech—which seems rather overcautious to me.

Others want to be paid just before speaking. Some ask for half the payment upon agreeing to speak, the rest to be paid immediately after speaking—a safe arrangement if you feel there might be any doubt about the group having sufficient funds to pay you, such as groups formed for one-time fundraising projects.

But in most situations, it's sufficient to specify that "payment be made within a reasonable time." Still, it may be wise to define "reasonable time"—say two weeks or 30 days after the speech. Avoid such provisions as "payment after the next board meeting"—that board may meet only once a year.

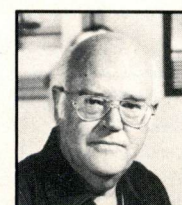
### 10. Confirm arrangements by phone the day before you're to speak.

The reason for this tip is not so much that you might have been canceled, but that late in the planning some detail may have been changed about which you've not yet received notice.

Perhaps more people than originally expected are coming to hear you, so that the setting may have been moved to a larger auditorium. The time may have been changed a half-hour or so to accommodate other activities at a conference. Your speech may have been changed from a solo to part of a panel. Other such arrangements may have altered since you first agreed to speak.

In virtually all cases, sponsors try their best to inform speakers of such changes. But even if a letter is sent to you, it may be delayed in delivery. You may be traveling elsewhere en route to the speaking engagement and miss your mail. Perhaps the sponsor has been trying unsuccessfully to reach you by phone.

In sum, your attention to these practical tips can help ease your advancement into the ranks of professional speakers. Still, you don't have to go as far as the late film star Randolph Scott, who reportedly followed the Hollywood precept, "Never let yourself be seen in public unless they pay for it." 🎤



**Leon Fletcher**, a frequent contributor to *The Toastmaster*, is Emeritus Professor of Speech, Monterey Peninsula College, and a full-time writer. Among the

books he has written is the Ballentine paperback, *How To Speak Like a Pro*.

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# Scoop That Byline!

## You've braved your Icebreaker and Table Topics—how about hazarding an article for *The Toastmaster*?

**H**ow many times have you read an article in a magazine and thought, "I could have written that"?

You've probably thought it at least once—and you may have even thought it after reading an article right here in *The Toastmaster*.

So why didn't you write that article? Why wasn't your byline printed on that page in big, bold letters for the world to see? Why aren't you the one reaping the rewards of being published?

### Why Not You?

Maybe you thought that you needed to be a professional writer to be published in *The Toastmaster*. If so, you're mistaken. Several thousand Toastmasters have had articles published in the magazine, the majority of them not professional writers. They just had something instructive to say about communications or leadership, and took the time to write down their thoughts in a clear, concise and logical way.

If you, too, have something to say that will help 130,000 Toastmasters around the world become better communicators and leaders, and you would like to experience the rewards of being published, why not write an article for *The Toastmaster*? The following tips can help you.

### Four Ways To Focus

Articles should be written for a specific section of the magazine. Generally, the magazine can be divided into four such sections: (1) feature articles; (2) 'how to' articles; (3) "Idea Corner" suggestions; (4) "Update" news.

**1. Feature articles** must be 1800 to 3000 words in length. Topics should be those that haven't been covered in re-

cent issues and should be approached from a 'how to' angle aimed at the individual Toastmaster. Good feature articles avoid heavy theory, contain lots of examples and anecdotes to support points, and are written in a lively, conversational style. They have a catchy opening, a body and a conclusion.

**2. 'How to' articles** are organization-related articles that help individual members gain more from their participation in their Toastmasters clubs. They are written to share successful techniques and programs with Toastmasters members, so that they, in turn, may help themselves, their club and its members learn and grow.

**3. "Idea Corner"** gives Toastmasters the opportunity to promote programs or procedures that have brought their club success in programming and membership growth. These articles are brief—50 to 200 words.

**4. "Update"** items provide outstanding or unusual accomplishments by in-

dividual Toastmasters, clubs, areas and districts around the world.

Because of limited space, we can't cover common events such as club anniversaries or officer installations. Instead, we focus on news items and personal achievements that are out of the ordinary.

Submissions, which should be no more than 500 words, should include photographs whenever possible. Since we don't have a staff of photographers to send out on assignments, we rely on you for pictures. Photographs should be well-planned, capture Toastmasters in action and illustrate what Toastmasters is about. All photos should be black and white, taken with a 35mm camera and in focus.

### Risk the Reward

We are ready and willing to help you get material into print. Since your material will be competing with many other submissions, though, it's impossible to guarantee it will be published. But we will certainly consider it with an open mind.

If your article is well-written and the subject is good, or if your photographs are interesting and sharp, you have a strong chance of having your work published.

Even though you won't receive a paycheck for your work, if it is published you'll be rewarded in other ways, such as recognition and prestige.

But the best reward you'll experience is knowing that you've helped thousands of Toastmasters around the world in their own self-development efforts. And even if your article is not accepted for publication, you'll have the satisfaction of knowing that your desire to contribute to our organization is appreciated.

### Top Topics

When thinking of an idea for an article, always take into account the needs of your fellow Toastmasters. Here are a few topics readers have found most beneficial:

- Getting and maintaining at least twenty members (charter strength) in your club.
- Ideas on how to vary programming and create excitement in a club.
- Pointers on training and motivating volunteers.
- Ways to improve your listening, thinking and speaking skills.
- Suggestions for officers in leading their club.
- Tips on sponsoring new Toastmasters clubs.



# 1987-88 Officer

What could be more fair than a day in June? Toastmasters International's elections, of course! Here's your introduction to our 1987-88 officer candidates. In August you'll have the opportunity to vote for "Your Kind of Candidate" during Toastmasters' upcoming International Convention in "Your Kind of Town," Chicago, Illinois.

Candidates were nominated for the positions of President, Senior Vice-President, Second Vice-President and Third Vice-President by the International Nominating Committee. The Committee's selection is presented here in accordance with Article VIII, Section 1 of Toastmasters International's Bylaws. The officers will be elected Thursday, August 27 during the International Convention in Chicago, Illinois.

It is the duty of all clubs to participate in the vote either by proxy or through their representatives at the Convention. All members are urged to give careful consideration to the qualifications of each candidate.

**(Additional nominations for international offices may be made from the floor at the annual business meeting. International director candidates will be nominated at the eight regional conferences to be held this month.)**

*Nominating Committee*—Eddie V. Dunn, DTM, Chairman; John S. Latin, DTM; Franklin McCrillis, ATM; Margaret F. Hope, DTM; Tomas F. Esquivel, DTM; Richard E. Schneider, DTM; Mario Pederini, DTM; Norm Maier, DTM; Frederick J. Ludwick Jr., DTM; Lewis D. Mutty, DTM; Suzy Smith, DTM.



## **For President**

**John A. Fauvel, DTM**—Senior Vice-President, Second Vice-President, Third Vice-President and First International Director-at-Large from 1980 to 1982. A Toastmaster for 24 years, Mr. Fauvel is a member of Auckland Club 3593-72, Advanced Club 5693-72 and Reedsburg Area Club 2780-35. He has served as Division Lt. Governor; Administrative and Educational Lt. Governor and District Governor. He received the District Communication and Leadership Award in 1980, was Outstanding Area Governor of the Year in 1974-75 and Outstanding Toastmaster of the Year in 1974. Mr. Fauvel won District Prepared and Impromptu Speech contests and the District Most Entertaining Speech Award in 1976 and 1983. He is Chief Executive of A.T. Fauvel Ltd. in Auckland, New Zealand. He is an Associate of the British Institute of Chartered Shipbrokers; an Associate of the British Institute of Arbitrators and an Associate of the New Zealand Institute of Management. Mr. Fauvel is also a Freeman of the City of London, and a Liveryman of the Worshipful Company of Shipwrights. He lives with his wife Pamela in Auckland, New Zealand.



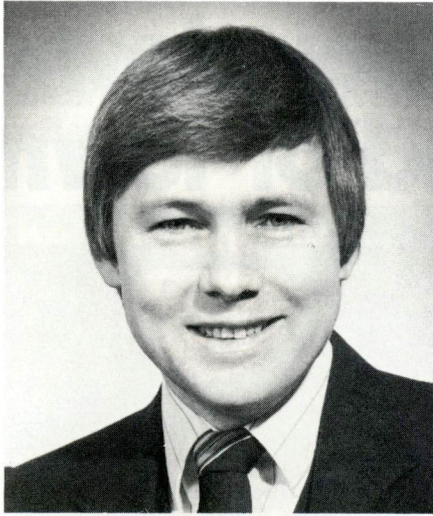
## **For Senior Vice-President**

**Tom B. Richardson, DTM**—Second Vice-President, Third Vice-President and International Director from 1982 to 1984. While International Director, he served as Chairman of the Membership and Club Extension Committee. A Toastmaster for 14 years, Mr. Richardson is a member of Lafayette Club 1127-11, Tecumseh Club 485-11, and State Farm Club 2872-11. As District 11 Governor, he led the district to Distinguished District, and was Area Governor of the Year in 1977. He was a finalist in the International Speech Contest in 1974. Mr. Richardson is an Agency Director of State Farm Insurance Companies in West Lafayette, Indiana. He holds a B.S. in Biology and an M.S. in Education Administration. He is a Chartered Life Underwriter and a Chartered Financial Consultant. Mr. Richardson is a member of the National Speakers Association; American Institute of Parliamentarians; and his church Board of Trustees. He is President of the Lafayette CLU Association. He lives with his wife Peggy in Lafayette, Indiana. They have three children, Bruce, Brian and Beth.



# Candidates

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## For Second Vice-President

**John F. Noonan, DTM**—Third Vice-President, an International Director from 1982 to 1984 and District 21 Governor. A Toastmaster for 16 years, Mr. Noonan is a member of Friendship Club 1734-21 and Advanced Speakers Club 4589-21. As District 21 Governor, he led the District to the President's Distinguished District Award. He was the District 21 Speech Contest Winner in 1974 and the District 21 Area Governor of the Year in 1974-75. Mr. Noonan is District Manager of Management Services for the Federal Business Development Bank in Vancouver, British Columbia, Canada. He holds the professional designation of MCI from the University of Toronto and Canadian Credit Institute, and is a Certified General Accountant of Associates of British Columbia, Canada. He is Chairman of the Sales and Marketing Advisory Board of Vancouver Community College as well as of the Community Advisory Board of North Vancouver Community Initiative. Mr. Noonan and his wife Stevie live in North Vancouver, British Columbia, Canada, with their three children, Joe, Andrea and Valerie.

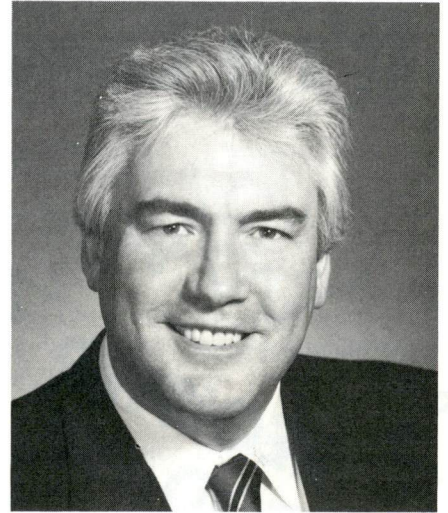
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## For Third Vice-President

**A. Edward Bick, DTM**—An International Director from 1981 to 1983 and District 41 Governor. While International Director, he served as Chairman of the Membership and Club Extension Committee. A Toastmaster for 15 years, Mr. Bick is a member and currently President of Marquette Club 509-41. He was Area Toastmaster of the Year in 1977, and District Evaluation Contest Winner in 1985. In 1984, he received third place in the District 41 Speech Contest. Mr. Bick is a Conversion and Export Operations Manager for John Morrell & Company Meats. He holds a B.S. in Agricultural Engineering and has finished one year of post-graduate work. He has served on his church's Congregational Board of Directors, and has been Chairman of the Church Congregation. He's also chaired the County Fair Rural Olympics and the American Society of Agricultural Engineers. Mr. Bick is currently an instructor for South Dakota's state-wide University Week for Women and is a member of the Institute of Industrial Engineers. He lives with his wife Jennifer in Sioux Falls, South Dakota. They have one child, Amy.

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## For Third Vice-President

**Jack Gillespie, DTM**—An International Director from 1984 to 1986 and 1982-83 District 64 Governor. A Toastmaster for 15 years, Mr. Gillespie is a member of Winnipeg Keystone Club 3211-64, Entre Amis Club 1421-64, and Louis Riel Club 3207-64. As District 64 Governor, he led the District to a President's Distinguished District Award in 1983. During his second year as Director, Mr. Gillespie served as Chairman of the Membership and Club Extension Committee (MACE). Mr. Gillespie is a member of the National Speakers Association, the American Society for Training and Development (A.S.T.D.) and the Manitoba Society for Training and Development, where he served two terms as President. Mr. Gillespie, currently employed as a Personnel Administrator for the Manitoba Department of Highways and Transportation, is responsible for Recruitment, Labor Relations, Employee Assistance Programs and Performance Appraisal. His wife Grace is a member of Winnipeg Real Estate Board Club 1429-64. They reside in Winnipeg, Manitoba, with their three children, Jacqueline, Carolyn and Roger.

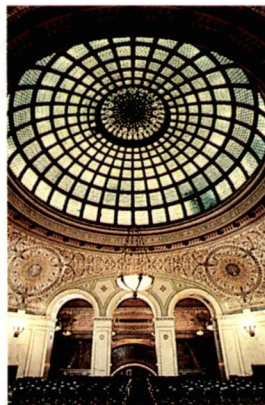
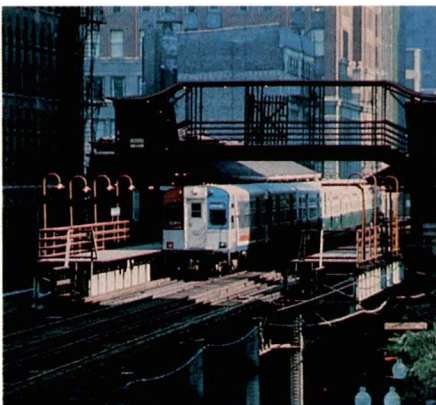
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## The Events!

- **The Proxy Prowl**  
Party fun for Tuesday's early arrivals.

- **First Timers Welcome**  
Welcome from President Ted Wood, DTM, to your first of many Toastmasters International Conventions.
- **Opening Ceremonies**  
Color and pageantry you have to see to believe.
- **Golden Gavel Luncheon**  
In Person!! Dr. Wayne Dyer!!
- **Toastmasters and Guests Luncheon**  
A special treat for you and a guest.
- **DTM Luncheon**  
DTMs witness speakers competing for the final spot in Saturday's "World Championship of Public Speaking."
- **Hall of Fame**  
The best in Toastmasters for 1986-87.
- **Roaring Twenties Fun Night**  
Join the party. Yowzer! 23 Skidoo! A fun time, too!
- **President's Dinner Dance**  
A gala event you don't want to miss.
- **International Speech Contest**  
The excitement of the "World Championship of Public Speaking."

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## The Friendly Airfare Deal!

United Airlines has made flying 'the friendly skies' easier for Toastmasters and guests who attend the 1987 International Convention in Chicago.

United is offering attractive discounts of **30 percent off** full coach fares and five percent off first-class through "super saver" fares.

Discounts are available only through United's Convention Desk. Call (800) 521-4041, any time between 8 a.m. and 11 p.m., Eastern Standard Time, and give the Toastmasters account Number: **7013L**

Discounts are available for travel to Chicago between August 21-31, 1987. Seats may be limited, so call now for best availability.





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# TOASTMASTERS

## 56th ANNUAL CONVENTION

August 25-29, 1987  
Hyatt Regency Chicago  
Chicago, Illinois

**MAIL THIS PART TO: Toastmasters International, P.O. Box 10400, Santa Ana, CA 92711 (This form is not to be used by International Officers, Directors, Past International Presidents or District Governors elected for 1987-88.)**

To attend general sessions on Wednesday, Thursday and Friday, a registration badge will be required. Preregister and order meal-event tickets now! ATTENDANCE AT ALL MEAL EVENTS WILL BE BY TICKET ONLY. Advance registrants will receive a receipt by mail. Tickets can be claimed at the registration desk beginning Tuesday, August 25.

**ALL ADVANCE REGISTRATIONS MUST REACH WORLD HEADQUARTERS BY JULY 15.**

_____ Member Registrations @ \$40.00	\$ _____
_____ Joint Registration: Husband/Wife (both Toastmasters) @ \$55.00	\$ _____
_____ Spouse/Guest Registrations (each) @ \$15.00	\$ _____
_____ Tickets: <b>Golden Gavel Luncheon</b> (Wednesday, August 26) @ \$19.00	\$ _____
_____ Tickets: <b>Toastmasters &amp; Guests Luncheon</b> (Thurs., August 27) @ \$16.00	\$ _____
_____ Tickets: <b>DTM Luncheon</b> (Thurs., August 27) (Note DTM# _____) @ \$16.00	\$ _____
_____ Tickets: <b>"Roaring '20s" Fun Night</b> (Thurs., August 27, Dinner, Show) @ \$32.00	\$ _____
_____ Tickets: <b>President's Dinner Dance</b> (Fri., Aug. 28, Dinner, Dancing, Program) @ \$32.00	\$ _____
_____ Tickets: <b>International Speech Contest Breakfast</b> (Sat., August 29) @ \$14.00	\$ _____
	TOTAL \$ _____

Check enclosed for \$ \_\_\_\_\_ (U.S.) payable to Toastmasters International. **Cancellation reimbursement requests not accepted after July 31. Cancellations not accepted on site.**

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If you are an incoming club or district officer, please indicate office: \_\_\_\_\_  
 Please check here if you need special services due to a disability. We will contact you before the Convention.  
 Please check here if this is your first TI Convention. If not, please note the number of TI Conventions you've attended \_\_\_\_\_

**MAIL THIS PART TO: Hyatt Regency Chicago in Illinois Center, Attn: Reservations Dept., 151 E. Wacker Dr., Chicago, Illinois 60601**  
**RESERVATIONS MUST BE RECEIVED NO LATER THAN AUGUST 4, 1987.**

NAME OF GROUP: <b>TOASTMASTERS INTERNATIONAL</b>	CONV. CODE NO. <b>HCTI</b>	ARRIVAL DATE:	DEPARTURE DATE:
DATES OF FUNCTIONS: <b>AUGUST 25-29, 1987</b>		GOLD PASSPORT MEMBERSHIP NO. _____	
FULL NAME: _____		<b>GUARANTEED RESERVATIONS</b>	
STREET: _____		INDICATE ONE OF THE FOLLOWING	
CITY, STATE, COUNTRY & ZIP CODE: _____		(A) ASSURED RESERVATION	
SHAREWITH'S NAME: _____		CREDIT CARD NAME: _____	
DATE OF ARRIVAL:	DATE OF DEPARTURE:	CREDIT CARD NUMBER: _____	
(OTHER THAN SPOUSE)		EXPIRATION DATE: _____	
<b>ACCOMMODATIONS</b> (circle one)		(B) FIRST NIGHT DEPOSIT ENCLOSED <input type="checkbox"/>	
<b>DELUXE</b>	<b>SINGLE</b> \$85.00	<b>DOUBLE</b> \$95.00	<b>SUITES:</b> Contact Hotel for prices and availability
			Hotel Phone: (312) 565-1234

IF RATES REQUESTED ARE NOT AVAILABLE, THE NEXT AVAILABLE RATE WILL BE ASSIGNED. RESERVATIONS ARE HELD UNTIL 6:00 P.M. YOU MAY GUARANTEE YOUR RESERVATIONS BY USING ONE OF THESE METHODS: 1) ASSURED RESERVATION. USE AMERICAN EXPRESS, CARTE BLANCHE OR DINERS CLUB. 2) ADVANCE DEPOSIT. ENCLOSE AMOUNT FOR THE FIRST NIGHT WHEN MAILING YOUR RESERVATION CARD. SHOULD IT BECOME NECESSARY TO CANCEL YOUR RESERVATION, PLEASE REQUEST A CANCELLATION NUMBER. SHOULD RESERVATIONS BE MADE WITHOUT THIS CARD, PLEASE MENTION THE NAME OF YOUR GROUP. DO NOT SEND IN THE ATTACHED CARD IF RESERVATION HAS BEEN MADE DIRECTLY THROUGH THE HOTEL. THIS PREVENTS RESERVATION DUPLICATION. PHONE (312) 565-1234. CHECK IN TIME IS 3:00 P.M. CHECK OUT TIME IS 12:00 NOON.



# IDEA CORNER

## Yes, There Is Life After CTM

Bill was the perfect example of a good Toastmaster. After being in the club for a few months, he moved into an officer's position and took great pride in his responsibilities. He was always at meetings and ready to go with a 'hot seat' speech in an emergency.

He eventually did complete his manual and became a CTM, and also worked his way through the ranks to become the club president.

Everything was going just fine until his term of office was over; then Bill became a changed man. He would miss meetings, which had never happened before, and was often unprepared for his assigned duties.

"What happened to Bill?" you ask. Unfortunately, his story happens all the time in Toastmasters—no sooner does a member complete a manual or finish a term as club officer than the one crucial element of the Toastmasters organization is suddenly gone—challenge!

Boredom can easily ruin good Toastmasters. We like to continue to feel that we're contributing something to our club and to ourselves.

I have seen too many people go through the exact same scenario as Bill, but there is an answer—the speakers bureau.

### Spend It at a Speakers Bureau

The speakers bureau is designed to take over when the thrill of climbing the club leadership ladder is over, or when you're beginning to feel stagnant speaking before the same group all the time.

Speakers bureaus can be organized by districts, divisions, or both. At the district level (where I'm involved), too large an area may be covered for you as an individual to be called on often enough.

It doesn't really make too much difference, though, where you get involved—as long as you do! This is your chance to venture out into the public with whatever subjects you feel confident addressing.

The speakers bureau offers a list of interested Toastmasters to different clubs and organizations. Many community clubs are constantly seeking guest speakers for their meetings. Look around you—there is a need for our

talents everywhere: service clubs such as Rotaries, Kiwanis and Lions, to name a few; professional clubs; women's or men's clubs; business clubs and many more.

If your division does not yet have a speakers bureau, why not start one? It doesn't require that much time. Finding organizations to speak to is quite easy, thanks to directories most chambers of commerce put together.

It's also a good idea to send out evaluation forms to hosting groups so that speakers can be kept up to par.

What do you speak about? Almost anything that comes to mind. In our divisional bureau, topics range from travel to medicine to professional issues. Speeches on communications and motivational topics are in demand.

The speeches themselves do not have to be long: 10 to 30 minutes, depending on your audience. But you can also put together seminars which can be completed in more than one meeting.

The speakers bureau is not for everyone; but it may be for you. If you're looking for more challenge in your life, try it.

Contact your district officers for information on a speakers bureau near you. If none are available locally, maybe you should start one. Remember, the reason we joined Toastmasters was for the challenge—don't ever stop looking for that *next one*.

*Norm Bour, ATM  
Saddleback Realtors Club 6370-F  
Laguna Hills, California*

## It's So Easy!

One goal and responsibility we all share as Toastmasters is to promote the organization to the community. Publicity is not just the officers' duty, but one *all* of us should accept.

If you enjoy being a Toastmaster, why keep it to yourself? Be free with your positive comments about being a member.

Let your friends and coworkers know what positive things have happened to you since you became a member. If you think you've gotten better at your job due to your training and experience in the club, say so! Don't be so hesitant to talk about what you've accomplished.

Another easy way to publicize your club is to own a "Learn, Grow, Achieve" coffee or tea mug. You see, your Toastmasters mug can do much more than

keep your coffee or tea hot. As you go through the cafeteria line at work, mug in hand, you've got a ready conversation starter. Take advantage of this!

### Signal: Go!

My Toastmasters mug has also brought me into contact with members from other clubs. They might never have realized that I was a Toastmaster without seeing my coffee mug. New employees might wish to transfer into your club, if they only knew it existed.

Ask your club to put an order in for mugs for everyone in the club, and begin a membership campaign when they're delivered.

Do you have a place in your office to leave magazines for people to read? Put your copy of *The Toastmaster* out, with your name and telephone number added in case anyone wants to contact you about becoming a member.

A copy of your club newsletter is another tool for making the community aware of Toastmasters. You can just happen to have one of these on your desk or credenza.

Or, if you have an employee's organization, perhaps you can begin mailing your club's newsletter to the president as a courtesy. Then you can follow up with a phone call to see if they are receiving it, and say that you just wanted to keep them informed of the activities.

On meeting days, wear your pin to work. You can then remark that the meeting will be held that evening, morning or at noon.

Eventually, some timid person or another may get up the nerve to ask you about membership. Of course you've already planned what you'd like to say in advance. Even if the opportunity presents itself when you feel least ready, that's what Table Topics has prepared you for!

Remember, we want to *attract* members, not *push* membership on prospects. They'll come to you once you've given out the signals that provoke questions about being a Toastmaster.

So don't let anyone tell you it can't be done. Publicizing Toastmasters is easy!

*Pat Fox, CTM  
Caesar Rodney Club 2297-18  
Wilmington, Delaware*

**Editor's Note:** Check your *TI Supply Catalog* to order *Mugs (Code 365)*, *Caps (7000)*, *Pocket Pointer (6603)* and other items to publicize your club.



# HALL of FAME

## DTMs

*Congratulations to these Toastmasters who have received the Distinguished Toastmaster certificate, Toastmasters International's highest recognition.*

**Renee W. Ritter**, Valley Speakers 269-F, Hacienda Heights, CA  
**Alan W. Hayden**, Libertines 4369-1, Lakewood, CA  
**Carlos A. Figueroa**, Land Barons 6227-4, Daly City, CA  
**Jimmie Lois Maddox**, Fort Leonard Wood 493-8, Fort Leonard Wood, MO  
**Herman Rubin**, Towne 443-10, Canton, OH  
**Robert Howestine**, TAPCO 1636-10, Euclid, OH  
**Shirley Ann Zirkle**, Alcoa 1092-13, Pittsburgh, PA  
**David K. Doman**, Fort Nelson 4557-21, Fort Nelson, BC, Canada  
**Malcolm Charlton**, Zia 5929-23, Santa Fe, NM  
**John Hopps Fain**, Garland 1207-25, Garland, TX  
**Cecile C. Gress**, Front Range 2668-26, Thornton, CO  
**William J. Ogilvie**, Raytheon Sudbury 2258-31, Sudbury, MA  
**Charles N. Fallier, Jr.**, Bear Hill 3923-31, Waltham, MA  
**Cathy Ricketts**, Puget Sound Naval Shipyard 1174-32, Bremerton, WA  
**Betty Johnson**, Daybreakers 3332-33, Westlake Village, CA  
**Ronald B. Lapean**, Ozaukee 3210-35, Grafton, WI  
**Daniel R. Matz**, Plaza 3776-36, Arlington, VA  
**Betty Smith**, Granite City 2390-37, Mount Airy, NC  
**Les Polette**, Carmichael 2213-39, Sacramento, CA  
**Darlene H. Bell**, Golden Gavel 438-42, Calgary, Alta., Canada  
**Chris Boyle**, Communicator 1241-42, Regina, Sask., Canada  
**John Pasieka**, Norwood 284-42, Edmonton., Alta., Canada  
**Joseph A. Calenda**, Grande Prairie Morning 3489-42, Grande Prairie, Alta., Canada  
**Charles Roland Leger**, Bicentennial 5594-45, Moncton, NB, Canada

**George H. Shyrook**, Bradenton 2449-47, Bradenton, FL  
**Edward M. Lewis**, Mason-Dixon 2186-48, Huntsville, AL  
**Cheryl Young**, Glendale Speakeasy 2692-52, Glendale, CA  
**Joyce Peterson**, Annexeers 6346-52, Los Angeles, CA  
**Clare J. Murphy**, Endeavor 1776-69, Brisbane, Qld., Australia  
**Madonna Ann Tomes**, Woden Valley 494-70, Canberra, ACT, Australia  
**Leigh Wilson**, Enthusiastic Epping 5335-70, Epping, NSW, Australia  
**Frank Arendse**, Ringwood 3805-73, Ringwood, Vic., Australia

## ATM Silver

*Congratulations to these Toastmasters who have received the Able Toastmaster Silver certificate of achievement.*

**Alan Cirlin**, Calumet 3313-11, Highland, IN  
**Larry A. Lanz**, Pioneer 97-26, Casper, WY  
**Phyllis K. Sullivan**, Wind Baggers 1535-28, Farmington, IL  
**Edward Wiewiozowski**, Dolphin Speakers 3988-68, New Orleans, LA

## ATM Bronze

*Congratulations to these Toastmasters who have received the Able Toastmaster Bronze certificate of achievement.*

**Aland D. Pauw**, Riverside Breakfast 1348-F, Riverside, CA  
**Charles D. Shaul**, Norton Toasters 1556-F, San Bernardino, CA  
**Frederick J. Bisesi**, University Club 2250-F, La Verne, CA  
**Howard W. Bright, Jr.**, Challenger 5301-16, Lexington, OK  
**Paul Murphy**, Challenger 5301-16, Lexington, OK  
**Daryl S. Paulson**, Gallatin Valley 4880-17, Bozeman, MT  
**Walter Henry Goodwin**, Bellevue Breakfast 3369-24, Bellevue, NE

**George A. Wheeler**, Afterburners 6191-25, Fort Worth, TX  
**Patrick S. Yanney**, Pikes Peak 3044-26, Colorado Springs, CO  
**Charles N. Fallier, Jr.**, Bear Hill 3923-31, Waltham, MA  
**Adelaide McBride**, Patuxent River 1081-36, Patuxent River, MD  
**B. Fallon Melvin, Jr.**, New Bern 2812-37, New Bern, NC  
**Lloyd A. Gain**, Sierra College 2073-39, Rocklin, CA  
**Patrick J. Steece**, Sodak 224-41, Sioux Falls, SD  
**Peter Kossowan**, Northern Nooners 1084-42, Edmonton, Alta., Canada  
**Noel Andy Cole**, Amarillo 211-44, Amarillo, TX  
**Robert E. Barnhill, III**, Lubbock Professional 5011-44, Lubbock, TX  
**William R. Krietemeyer**, Ampex Toastmasters 5304-48, Opelike, AL  
**Elizabeth A. E. Johnson**, Union Royal 1476-52, Los Angeles, CA  
**Mary Elizabeth Davis**, RAAP 3633-66, Radford, VA  
**Edward Wiewiozowski**, Dolphin Speakers 3988-68, New Orleans, LA

## ATMs

*Congratulations to these Toastmasters who have received the Able Toastmaster certificate of achievement.*

**Jeffrey L. Chess**, Fullerton 37-F, Fullerton, CA  
**Elaine Smitha**, 1st Video Tape Replay 317-F, Newport Beach, CA  
**Patricia Leach**, Jacobs Engineering 729-F, Pasadena, CA  
**Robert Gregory**, Speak-Easies 841-F, Covina, CA  
**Price L. Shapiro**, Blue Flame 2717-F, Costa Mesa, CA  
**Robert A. Gemar**, Hemet-San Jacinto 3806-F, Hemet, CA  
**Mildred I. Mezzanatto**, Hughes Fullerton 4276-F, Fullerton, CA  
**Alfonso Tessada Alvarado**, Toastmasters de Guadalajara A.C. 1828-U, Guadalajara, Jalisco, Mexico  
**Vicente P. Martinez Ortiz**, De La Capital Mexicana 3493-U, Mexico City, Mexico  
**Joan Michelle Hoeflein**, Stammtisch 4068-U, Rhein Main Air Base, Germany  
**T. Ruth McCullough**, Sun-dogs 4476-U, Whitehorse, Y.T., Canada  
**Francis (Frank) W. Stokes**, Dimond Talkers 5560-U, Anchorage, AK  
**Madeline L. D'Andria**, Huntington Park-Bell 14-1, Huntington Park, CA  
**Marty Krell**, Associates 141-1, Los Angeles, CA  
**John C. Cupido**, Northrop 212-1, Hawthorne, CA  
**Darold Westbrook**, Hollywood & Vine 328-1, Hollywood, CA  
**Ethel Rudawitz**, Gardena Evening 861-1, Gardena, CA  
**Rajinder D. Kapur**, The Red Barn 5144-2, Seattle, WA  
**Armando J. Parra**, Saguario No. 16 16-3, Tucson, AZ  
**Paul Hammon**, Sun City 1643-3, Sun City, AZ  
**Karen G. Landkamer**, Tele-Talk 3016-3, Phoenix, AZ  
**Ruth Ackerman**, Gilroy 3768-4, Gilroy, CA  
**Phyllis Macdonald**, Willow Glen 5815-4, San Jose, CA  
**William Price Freeman**, Chula Vista 108-5, Chula Vista, CA  
**Jerry Brent Moss, Jr.**, The Hard Hats 1394-5, San Diego, CA  
**Catherine L. Roush**, Elgas 1508-5, San Diego, CA  
**Gerald R. Rian**, San Diego Board of Realtors 1808-5, San Diego, CA  
**Elizabeth F. Rexford**, Poway-Black Mountain 2955-5, Poway, CA  
**Richard W. Moon**, Expressions Unlimited 4130-5, Carlsbad, CA  
**Gerald Weaver**, Gopher 183-6, Minneapolis, MN  
**Eugene J. Brennan**, North Hennepin 2464-6, Minneapolis, MN  
**Frank Levin**, Hood River 701-7, Hood River, OR  
**Donald J. Marihart**, Blue Ox 1235-7, Portland, OR  
**Jim Casterline**, Filibusters 1262-7, Portland, OR  
**Rev. Haven Boggs**, Southeast 4999-7, Portland, OR  
**Jack Allen Fender**, Waynesville-St. Robert 2842-8, St. Robert, MO



**William S. Handsell**, Pendleton 154-9, Pendleton, OR  
**Leslie Sisco, Sr.**, Columbian 708-9, Coulee Dam, WA  
**Kenneth P. Condit**, Cascade 993-9, Yakima, WA  
**David F. Wallace**, Fairlawn 2803-10, Akron, OH  
**Jean Hill**, Berea 2917-10, Berea, OH  
**Susan E. Read**, Foremost 507-11, Evansville, IN  
**Sibyl Helene Stackhouse**, Nora 1183-11, Indianapolis, IN  
**David L. Lantz**, Beacon 2259-11, Indianapolis, IN  
**Aaron A. Pettiford**, Magpie 2471-11, Bloomington, IN  
**Thomas Daugherty**, Greater Greenwood 4081-11, Greenwood, IN  
**Linda Wittig**, Dynamic 5581-11, Indianapolis, IN  
**Meilyn Kreusser**, Dynamic 5581-11, Indianapolis, IN  
**Duane W. Kline**, Decatur Communicators 1375-14, Decatur, GA  
**Nancy L. Morris**, TNT 3738-15, Salt Lake City, UT  
**Russell L. Henderson**, Stillwater 576-16, Stillwater, OK  
**Patricia A. Folley**, Three Thousand One 1649-16, Tinker AFB, OK  
**George A. Cormier**, Eleventh Hour 3312-16, Tinker AFB, OK  
**M. Douglas Nelson**, Tower 3544-16, Tulsa, OK  
**William F. Marks**, Du Pont 1664-18, Wilmington, DE  
**Arthur H. Downing**, V.A. Medical Center 4680-19, Des Moines, IA  
**Jeanine Windels**, Crookston 600-20, Crookston, MN  
**Reginald Fred Hall**, Victoria Beaver 790-21, Victoria, B.C., Canada  
**Carolyn Lloyd**, Spruce Capital 2171-21, Prince George, B.C., Canada  
**Russell Shipley**, Cook Paint Colorguard 4790-22, Kansas City, MO  
**Marie Carman**, C.B. Communicators 2114-24, Council Bluffs, OK  
**Todd M.C. Li**, White Rock 1495-25, Dallas, TX  
**Ronald M. Dressler**, Early Birds 3546-25, Waco, TX  
**Charles E. Hornick**, Generally Speaking 4432-25, Fort Worth, TX  
**Craig W. Cathey**, SME TM Dallas 4446-25, Dallas, TX

**Roynda Bowen Storey**, Preston Persuaders 5569-25, Plano, TX  
**Cecile C. Gress**, Front Range 2668-26, Thornton, CO  
**Nathan M. Lehman**, Bambiastic Bixby Babblers 3371-28, Adrian, MI  
**Betty Hehn Massey**, Laurel 956-29, Laurel, MS  
**Arleta J. Thiel**, University 4100-29, Pensacola, FL  
**Ronald C. Teuber**, Oak Park 614-30, Oak Park, IL  
**Alexandre A. Tremblay**, Central 2277-31, Worcester, MA  
**Michael J. Cotter**, Prime Podium 3251-31, Farmingham, MA  
**Carl A. Beaulieu**, Eastern Middlesex 3565-31, Wakefield, MA  
**Beverly A. Chapman-Roberts**, Sound Barrier 384-33, Edwards Air Force Base, CA  
**Edward Jarold Wright**, Brentwood Early Risers 1673-33, Brentwood, CA  
**JoAnn Cobb**, Eye-Opener 1675-33, Lancaster, CA  
**Charles S. LaMonk**, Talents Unlimited 4177-33, Lancaster, CA  
**Evelyn L. Hungerford**, Marshfield Area 6111-35, Marshfield, WI  
**John R. Johnson**, Helmsmen 2412-36 Arlington, VA  
**Floyd Allen**, HDL 3323-36, Adelphi, MD  
**Hoyt Wheeland**, Penthouse 3618-36, Washington, DC  
**Margaret M. Peiffer**, OCC Speakeasies 4093-36, Washington, DC  
**Raeford G. Smith, Jr.**, Twin City 1356-37, Winston-Salem, NC  
**John Stewart Jahn**, Catalytic Inc. 69-38, Philadelphia, PA  
**Marilyn C. Toole**, Paoli Express 2774-38, Paoli, PA  
**Harold R. Klein**, Lodi 437-39, Lodi, CA  
**Roy D. Berridge**, Sunrise Speakers 1449-39, Red Bluff, CA  
**Clark L. Stevens**, Flying I 2134-39, Sacramento, CA  
**Terry Childress**, Mather 2695-39, Rancho Cordova, CA  
**W.R. Chevalier**, Marvin G. Rook 1848-40, Charleston, WV  
**John J. Carano**, Unity 4695-40, Columbus, OH  
**Nina M. James**, Renaissance

5748-40, Marysville, OH  
**Cynthia Wright**, Watertown 2656-41, Watertown, SD  
**Chris Boyle**, Communicator 1241-42, Regina, Sask., Canada  
**John William Gottschall**, Pile O Bones 1862-42, Regina, Sask., Canada  
**Ron Filleul**, Wild Oats 2849-42, Regina, Sask., Canada  
**Ken E. Jones**, Big Country 3418-42, Moose Jaw, Sask., Canada  
**G. David Thomas**, Southern Lights 3684-42, Edmonton, Alta., Canada  
**G. Michael Wall**, Tallahatchie 2431-43, Oxford, MS  
**Katherine S. Wood**, Fly By Night 4254-43, Memphis, TN  
**Robert L. Barber**, Andrews 680-44, Andrews, TX  
**Robert C. Williston**, Miramichi Toastmasters 688-45, Newcastle, NB, Canada  
**Clifford T. Fournier**, Frederickton 2204-45, Fredericton, NB, Canada  
**Muhammad Hanif**, Fredericton 2204-45, Fredericton, NB, Canada  
**Albert O. Riggs**, Telstar 3217-45, Halifax, N.S., Canada  
**Harry Gardiner**, Halifax Owl 6022-45, Halifax, NS, Canada  
**Jerome Legatt**, Talk of the Town 1861-46, Flushing, NY  
**Dr. Val Karan**, Ridgewood 2639-46, Ridgewood, NJ  
**Richard M. Ronan**, AT&T Pioneers 3934-46, White Plains NY  
**Charles Mahlon Hunt**, First Bahamas Branch 1600-47, Nassau, Bahamas  
**Isidor Birkenthal**, Suncoast 1667-47, Tampa, FL  
**Duane E. Vandenberg**, Suncoast 1667-47, Tampa, FL  
**Bruce C. Ferris**, HRS 1986-47, Tallahassee, FL  
**Lynn Herrington**, Gainesville 3019-47, Gainesville, FL  
**Michael J. Beehner**, Clearwater 3087-47, Clearwater, FL  
**Carol A. Craddick**, Single Toastmasters 3331-47, Pinellas County, FL  
**Ken Ellis**, Beauclere-Mandarin 3397-47, Jacksonville, FL  
**Michael Steven Burton**, Jose Gasper 3668-47, Tampa, FL  
**Richard Gary Johnston**, Jose Gasper 3668-47, Tampa, FL

**Nell Trawick**, Dothan 2804-48, Dothan, AL  
**Nathaniel Howzell**, Los Angeles 3-52, Los Angeles, CA  
**Richard S. Loucks**, ITT Gillfillan 5665-52, Van Nuys, CA  
**David Gannon**, Quinebaug Valley 4719-53, Rogers, CT

## New Clubs

**1709-U Primer**  
Toluca, Mexico—1st & 3rd Tues., 7:30 p.m., Rotary Club of Toluca, Pino Suarez and Paseo Tollocan.  
**4754-U Frontier**  
Anchorage, AK—Tues., 5:45 p.m., Frontier Building, 3601 C St., Ste. 334 (279-1339).  
**470-1 Touche Masters**  
Los Angeles, CA—1st & 3rd Tues., 6 p.m., 643 S. Cloverdale (739-6149).  
**3927-1 Public Relations**  
Manhattan Beach, CA—3rd Wed., 7:15 p.m., Manhattan Beach Library, 1320 Highland Ave.  
**3720-3 Scottsdale Camelback**  
Scottsdale, AZ—Tues., noon, Scottsdale Camelback Hospital, 7575 East Earll Drive (941-7659).  
**4769-3 Associated General Gabbers**  
Phoenix, AZ—Tues., 7 a.m., Associated General Contractors, 1825 W. Adams (252-3926).  
**3104-4 HP Articulators**  
Santa Clara, CA—Wed., noon, Hewlett Packard, 5301 Stevens Creek Blvd. (553-2911).  
**4519-4 Coast Toasties**  
Pacifica, CA—2nd & 4th Thurs., noon, Pacifica-Half Moon Bay Board of Realtors, 1320 Adobe Dr. (728-3466).  
**4707-4 Mercury News**  
San Jose, CA—Wed., 12:30 p.m., San Jose Mercury News, 750 Ridder Park Dr. (920-5905).  
**4903-4 PB-SF**  
San Francisco, CA—every other Wed., 11:59 a.m., Parson Barinckerhoff, 1625 Van Ness Ave. (474-4500).  
**5234-4 Tongue Trippers**  
Sunnyvale, CA—Wed., noon, Xerox Corporation, 475 Oakmead Pkwy. (737-7900).  
**761-5 Farmers Insurance**



## Group

Carlsbad, CA—2nd & 4th Tues., 11:30 a.m., Reubens, 2515 El Camino Real (931-7400).

**510-6 Land of Nipigon**  
Nipigon, Ont., Can—Mon., 7:30 p.m., Nipigon District Memorial Hospital, 148 - 5th St. (887-3326).

**1099-6 Prosemasters**  
St. Paul, MN—Tues., noon, St. Paul Ramsey Med. Ctr. 640 Jackson St. (221-3934).

**1215-7 Chetco Chatterers**  
Brookings, OR—Thurs., 6:30 p.m., Sandy's Country Kitchen, P.O. Box 906 (469-7261).

**4045-7 Toasbusters**  
Portland, OR—Tues., noon, Form Building, 809 NE 6th, Room #103 (239-3084).

**4626-8 University Orators**  
Rola, MO—Mon., 12:05 p.m., University of Missouri-Rolla, Ozark Room, University Center West (364-7958).

**5211-7 Sagebrush Haranguers**  
Madras, OR—Wed., 7 p.m., Madras High School Library, 650 10th St. (475-7364).

**2650-8 WIU/Macomb**  
Macomb, IL—Mon. (298-1977).

**4968-9 High Noon**  
Walla Walla, WA—Wed., 12:15 p.m., Prime Cut Restaurant, 1760 Isaacs Ave. (525-7484).

**4742-11 Executive Dinner**  
Merrillville, IN—2nd & 4th Mon., 7:30 p.m., Denny's, Rte. 30 (980-6678).

**3584-15 Mrs. Fields I**  
Park City, UT—Thurs., 6:45 a.m., Mrs. Fields, Inc., 333 Main St. (649-1304).

**3802-15 Mrs. Fields II**  
Park City, UT—Thurs., noon, Mrs. Fields, Inc., 333 Main St. (649-1304).

**2781-17 Last Word**  
Livingston, MT—Mon., 7 p.m., Livingston Bar & Grille, 130 N. Main (222-1123).

**4059-17 Flint Creek Valley**  
Philipsburg, MT—Mon., 12:05 p.m., Flint Creek Valley Bank Basement, P.O. Box 10 (859-3406).

**4516-17 Baker**  
Baker, MT—2nd & 4th Tues., Cafeteria of Fallon Memorial Hospital, 320 Hospital Dr. (778-3477).

**1988-22 V-R**  
Kansas City, MO—2nd & 4th

Wed., 5:30 p.m., Valentine-Radford, Inc., 1100 Commerce Tower (842-5021).

**5090-25 Las Colinas**  
Irving, TX—Tues., noon, Associates Cafeteria, 290 E. Carpenter Fwy. (659-5874).

**5286-25 LTV**  
Grand Prairie, TX—Wed., 11:30 a.m., LTV Aerospace & Defense Co., Jefferson St. (266-3279).

**5360-25 Leading Edge**  
Grand Prairie, TX—Tues., 11:30 a.m., LTV Aerospace & Defense Co., 1902 West Fwy. (266-7102).

**5550-26 Adams State College**  
Alamosa, CO—Fri., 12 p.m., Adams State College, Division of Business ASC, Room 220 (589-7870).

**4295-28 Saratoasters**  
Detroit, MI—1st & 3rd Mon., 4 p.m., Sarasota Community Hospital, 15000 Gratiot Ave. (245-1226).

**3656-30 Allstate Personal Life Service Center**  
Deerfield, IL—1st & 3rd Thurs., 11:30 a.m., Allstate Personal Life Service Center, Lake-Cook Rd. (948-6851).

**4354-30 Bell & Howell**  
Chicago, IL—1st & 3rd Mon., 5:15 p.m., Bell & Howell Co., 6800 N. McCormick Ave. (570-4609).

**5283-30 Make Me Laugh**  
Schaumburg, IL—3rd Fri., 8 p.m. (286-7532).

**5350-31 Ratheon Communicators**  
Bedford, MA—1st & 3rd Tues., noon, Ratheon Co., 55 Middlesex Turnpike (270-1687).

**1148-33 Silver Toasters**  
Las Vegas, NV—Tues., 7:15 a.m., Nevada Savings & Loan Financial Center, 3300 W. Sahara Ave. (365-3080).

**1688-33 Corcoran**  
Corcoran, CA—Thurs., 6:45 a.m., Tolbert's Restaurant, 1220 Whitley Ave. (992-2141).

**2939-33 Hendeson**  
Henderson, NV—1st & 3rd Tues., 4:15 p.m., Technical Laboratory Bldg., Timet—16th St. & Ave. K (387-6016).

**5145-33 The Good Neighbors**  
Westlake Village, CA—Fri., 6:30 a.m., State Farm Insurance Co., 31303 Agoura Rd. (707-5099).

**1281-35 Briggs & Stratton**  
Wauwatosa, WI—2nd & 4th

Wed., 4:45 p.m., Briggs & Stratton Corp., 12301 W. Wirth (259-5475).

**4150-35 Tall Timber Talkers**  
K.I. Sawyer AFB, MI—Tues., 7 p.m., Officer's Open Mess, Bldg. 800 (346-6126).

**4433-36 ERC**  
Arlington, VA—1st & 3rd Wed., noon, Evaluation Research Corp., 1725 Jefferson Davis Hwy., #300 (979-8220).

**4625-37 Boone**  
Boone, NC—1st & 3rd Thurs., 7 p.m., Sanford Hall, Appalachian State University, Rm. 206 (963-4331).

**4132-38 Talk of the Town**  
Philadelphia, PA—Tues., 6:30 p.m., Coopers & Lybrand Co., 2400 Eleven Penn Center (963-8177).

**4685-39 Placer County Board of Realtors**  
Rocklin, CA—Mon., 7 a.m., Quarry House Restaurant, Rocklin Rd. at I-80 (786-2411).

**5113-39 Best by a Dam Site**  
Oroville, CA—6 p.m., Al & Connie's Charbroiler, 1933 Oro Dam Blvd. (589-2507).

**323-42 Oxbridge Orators**  
Edmonton, Alta., Canada—noon, Oxbridge Place 1500-9820 106 ST. (427-6280).

**3869-46 Coopers & Lybrand**  
Newark, NJ—1st Mon., 8:30 a.m., & 3rd Mon., 6:30 p.m., Coopers & Lybrand, 80 Park Plaza (621-1273).

**976-47 Capital City**  
Tallahassee, FL—Thurs., 11:45 a.m., Howard Johnsons, 722 Appalachee Pkwy (562-6053).

**3196-47 T.C.B.A.**  
Fort Pierce, FL—Tues., 7:30 a.m., Treasure Coast Builders Association, 6560 S. Federal Hwy. (466-1434).

**4838-Research Park**  
Huntsville, AL—Wed., 11:30 a.m., Corps of Engineers—Conf. Rm. 1A2000A, 106 Wynn Dr. (895-5743).

**2493-52 LACTC**  
Los Angeles, CA—Every other Tues., noon, LACTC, 403 W. 8th St., 6th floor, main conf. rm. (236-9570).

**3481-54 Stephenson**  
Freeport, IL—2nd & 4th Tues., 7 p.m., The Stephenson Hotel, 109 S. Galena Ave. (232-3186).

**1763-56 Overnighters**  
Houston, TX—Tues., 7 a.m.,

U.S. Postal Service, 1002 Washington, Rm. 214 (226-3183).

**4510-56 PM Expressors**  
Houston, TX—U.S. Postal Service, 1002 Washington, Rm. 21413 (226-3008).

**5162-56 City West**  
Houston, TX—Tues., noon, Park West Tower One, 2500 CityWest Blvd., Ste. 1000 (342-2571).

**4573-57 Triton**  
Alameda, CA—2nd & 4th Wed., noon, Triton Bio Sciences, 1401 Harbor Bay Business Park (769-5374).

**5306-57 Toastmasters on Campus**  
Berkeley, CA—Tues., 6 p.m., UC Berkeley, 271 Barrows Hall (642-2490).

**5195-60 J.M. Schneider, Inc.**  
Kitchener, Ont., Canada—2nd & 4th Tues., 3:30 p.m., J.M. Schneider, Inc., 321 Courtland Ave. East (885-7622).

**3917-62 Trail Blazers**  
Jackson, MI—Mon., 11:30 a.m., Consumers Power Co., 135 W. Trail St. (788-2216).

**5123-65 Southern Tier**  
Endwell, NY—1st & 3rd Thurs., 7 p.m., IBM Country Club, Watson Blvd. (687-1539).

**1681-66 Great Bridge**  
Chesapeake, VA—2nd & 4th Mon., 7 p.m., Chesapeake General Hospital, 736 Battlefield Blvd., N., Classroom D (547-1350).

**1572-68 LEAD-ERS**  
Metairie, LA—2nd & 4th Tues., 11:30 a.m., Gateway Hotel, Causeway & I-10.

**3129-70 AMP**  
Sidney Cove, NSW, Australia—Tues., 5:30 p.m., AMP Society, AMP Centre—5th floor training rm. (225-2333).

**4696-70 Early Risers**  
Canberra, A.C.T., Australia—Wed., 7:30 a.m., Amdahl House—1st floor, 33 Ainslie Ave. (473122).

**3185-72 Richmond**  
Richmond, New Zealand—2nd, 3rd & 4th Wed., 7:30 p.m., Senior Citizens Rooms, Oxford St. (6210).

## Anniversaries

### 60 Years

Los Angeles 3-52, Los Angeles, CA



### 45 Years

New Orleans 234-68, New Orleans, LA

### 40 Years

Zephyrus 490-6, Edina, MN  
500th 500-6, Minneapolis, MN  
St. Clair 496-8, Belleville, IL  
Capitol 503-8, Jefferson City, MO  
Wednesday Noon 462-11, South Bend, IN  
River City 465-11, Newburgh, IN  
Fond du Lac 498-35, Fond du Lac, WI  
Moundbuilders 511-40, Grandville, OH

### 35 Years

Richmond 707-11, Richmond, IN  
Muncie 1096-11, Muncie, IN  
Muscatine 685-19, Muscatine, IA  
Kittyhawk 1108-40, Wright-Patterson AFB, OH  
Hilo 248-49, Hilo, HI  
Uncle Sam 1138-53, Troy, NY

### 30 Years

Ramstein 2442-U, Ramstein Air Base, Germany  
Professional Men's 624-5, San Diego, CA  
Diamond 2486-10, Painesville, OH  
Hanford 2490-33, Hanford, CA  
York 2435-38, York, PA  
NADC 2437-38, Warminster, PA  
Oshawa 2398-60, Oshawa, Ont., Canada

Kitchener-Waterloo 2432-60, Kitchener-Waterloo, Ont., Canada

### 25 Years

Eastside 3491-2, Bellevue, WA  
Georgia Power Co. 3488-14, Atlanta, GA  
Meridian 3497-15, Meridian, ID  
Providence 1330-31, Providence, RI  
Old Reliables 690-32, Fort Lewis, WA  
Turlock 3498-33, Turlock, CA  
Chapel Hill 2294-37, Chapel Hill, NC  
Agoissi 3500-40, Columbus, OH  
Badlands 1478-41, Wall, SD  
Equitable 3507-46, New York, NY  
Hawaiian Telephone 1942-49, Honolulu, HI  
Gamma 3423-66, Norfolk Naval Air Station, VA  
Brisbane Central 3433-69, Brisbane, Qld., Australia

### 20 Years

North Star 3696-2, Seattle, WA  
Desiderata 2667-19, Rock Island Arsenal, IL  
Gates 3413-26, Denver, CO  
Pizen Switch 3065-39, Yerington, NV  
Summerland 3865-69, Lismore, NSW, Australia  
Gosford City 3186-70, Gosford City, NSW, Australia  
Capital 409-72, Wellington, New Zealand

### 15 Years

Barberton Area 706-10, Barberton, OH  
Central 3193-16, Oklahoma City, OK  
Columbia 3755-18, Columbia, MD  
Statesmen 1937-19, Des Moines, IA  
Crown Center 2425-22, Kansas City, MO  
Cary 3335-37, Cary, NC  
Jacksonville 3478-37, Jacksonville, NC  
Accuray 1008-40, Columbus, OH  
Elmwood Park 1552-46, Elmwood Park, NJ  
USAA 181-56, San Antonio, TX  
Missouri City 2359-56, Missouri City, TX  
Alameda 3904-57, Alameda, CA  
Western Suburbs 2477-69, Brisbane, Qld., Australia

### 10 Years

Saddleback Sunrise Speakers 86-F, Mission Viejo, CA  
Filibusters 285-F, Fullerton, CA  
Toastmasters de Guadalajara A.C. 1828-U, Guadalajara, Jalisco, Mexico  
Stavanger 2222-U, Stavanger, Norway  
Wordmaster 1275-5, San Diego, CA  
MAC 3681-7, Portland, OR  
Apple Capital 1503-9, Wenatchee, WA  
Jack C. High 1489-15, Idaho Falls, ID

Jackson Hole 2529-15, Jackson, WY  
Red Castle 3383-16, Tulsa, OK  
Chambersburg Area YMCA 1981-18, Chambersburg, PA  
Friendship 1734-21, North Vancouver, BC, Canada  
Vanguard 2226-26, Aurora, CO  
Balfour 3148-31, Attleboro, MA  
Kitsap Morning 3704-32, Bremerton, WA  
Flying High 1712-33, Las Vegas, NV  
Epic 1732-35, Madison, WI  
Metro CTM's 3145-35, Milwaukee, WI  
Toastmasters 11 3577-35, Fond du Lac, WI  
DCA Reston 91-36, Reston, VA  
Navelex 3469-36, Arlington, VA  
Marietta Toastmasters 3341-40, Marietta, OH  
Kennedy Space Center 3695-47, Kennedy Space Center, FL  
Nathan Hale 1484-53, Manchester, CT  
Money Changers 802-63, Knoxville, TN  
Heart of Tennessee 1757-63, Murfreesboro, TN  
Winnipeg Real Estate Board 1429-64, Winnipeg, Man., Canada  
Darwin 2163-69, Darwin, NT, Australia  
Campbelltown 880-70, Campbelltown, NSW, Australia  
Coffs Harbour 3387-70, Coffs Harbour, NSW, Australia  
East London 2711-74, East London, South Africa

## **TOASTMASTERS INTERNATIONAL'S CONFERENCE/CONVENTION CALENDAR**

### **1987 REGIONAL CONFERENCES**

**REGION I      June 12-13**  
North Shore Resort  
Coeur d'Alene, Idaho  
Contact: Juanita Hamilton, DTM  
210 Underwood  
Kennewick, Washington 99336

**REGION II      June 5-6**  
Sheraton Plaza La Reina  
Los Angeles, California  
Contact: Ann Cousins, DTM  
760 W. Lomita Blvd. #178  
Harbor City, California 90710

**REGION III      June 12-13**  
Holiday Inn Civic Center  
Lubbock, Texas  
Contact: Jim Storey, DTM  
3118 43rd Street  
Lubbock, Texas 79413

**REGION IV      June 26-27**  
The Westin Hotel  
Winnipeg, Manitoba  
Contact: Ed Tackaberry, DTM  
4-80 Strauss Drive  
Winnipeg, Manitoba, Canada R3J 3S6

**REGION V      June 19-20**  
Continental Regency Hotel  
Peoria, Illinois  
Contact: Eldon Heltzman, DTM  
725 W. Westwood Drive  
Peoria, Illinois 61614

**REGION VI      June 5-6**  
Sheraton/Convention Centre  
Hamilton, Ontario  
Contact: Peter J. Crabtree, DTM  
1305 Cambridge Drive  
Oakville, Ontario, Canada L6J 1S2

**REGION VII      June 26-27**  
Baltimore Hilton Inn  
Baltimore, Maryland  
Contact: Theodor Berentheln, DTM  
1328 Deanwood Rd.  
Baltimore, Maryland 21234

**REGION VIII      June 19-20**  
Holiday Inn  
Portsmouth, Virginia  
Contact: Larry Prickett, DTM  
9740 Alfree Road  
Richmond, Virginia 23237

**1987 INTERNATIONAL CONVENTION**  
HYATT REGENCY  
AUG. 25-29  
Chicago, Illinois

**1988 INTERNATIONAL CONVENTION**  
Washington Hilton  
AUG. 16-20  
Washington, D.C.



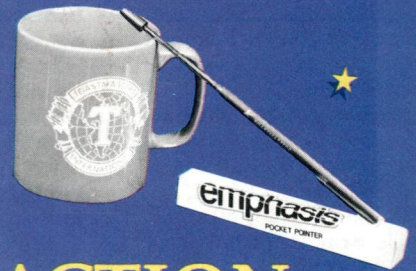
# HAVE YOU BEEN DISCOVERED?

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You can tell the story of your success without saying a word with these eye-catching, image-making, conversation-starting items.

## LIGHTS...

- ★ License Plate Frames (369)
- ★ Bumper Stickers (set of two) (370)
- ★ Heart Bumper Sticker (370-A)
- ★ Window Decal (361)
- ★ TI Cap (7000)
- ★ Magazine Collector (1217)
- ★ Mug (365)



## ACTION...

- ★ Pocket Pointer (6603)
- ★ Tote Bag (5946)
- ★ Cross Pen (6602)
- ★ Cross Pen and Pencil (6601)
- ★ Bookends (1991)
- ★ Pencil Caddy (3003)
- ★ Pen and Pencil Desk Set (1990)
- ★ Member Plaque (1996)

## CAMERA...

- ★ Large Membership Pin (5753)
- ★ Miniature Membership Pin (5751)
- ★ Women's Membership Pin (5702)
- ★ TI Pendant (5703)
- ★ Women's Scarf Pin (5700)
- ★ Member Tie Bar (5756)
- ★ Women's Brooch (5701)
- ★ Cuff Links (5759)
- ★ Key Clasp (5760)
- ★ Knife/Money Clip (5762)
- ★ Key-tainer (5770)
- ★ Past President Tie Bar (5812)



MAIL TO: Toastmasters International, P.O. Box 10400, Santa Ana, California 92711

Please send me:

Quantity

- \_\_\_\_\_ 361 Window Decal @ \$.75
- \_\_\_\_\_ 370 Bumper Stickers (set of two) @ \$1.25
- \_\_\_\_\_ 370-A Heart Bumper Sticker @ \$.80
- \_\_\_\_\_ 5700 Women's Scarf Pin @ \$3.75
- \_\_\_\_\_ 5701 Women's Brooch @ \$9.00
- \_\_\_\_\_ 5702 Women's Membership Pin @ \$4.00
- \_\_\_\_\_ 5703 TI Pendant @ \$12.00
- \_\_\_\_\_ 5751 Miniature Membership Pin @ \$2.00
- \_\_\_\_\_ 5753 Large Membership Pin @ \$2.75
- \_\_\_\_\_ 5756 Member Tie Bar @ \$9.00
- \_\_\_\_\_ 5759 Cuff Links @ \$12.00
- \_\_\_\_\_ 5760 Key Clasp @ \$9.00
- \_\_\_\_\_ 5762 Knife/Money Clip @ \$9.00
- \_\_\_\_\_ 5770 Key-tainer @ \$5.00

- \_\_\_\_\_ 5812 Past President Tie Bar @ \$9.00
- \_\_\_\_\_ 5946 Tote Bag @ \$.60
- \_\_\_\_\_ 6603 Pocket Pointer @ \$6.00

Add \$.50 shipping and handling to each item above.

- \_\_\_\_\_ 365 TI Mug @ \$5.25
- \_\_\_\_\_ 369 License Plate Frames @ \$2.50
- \_\_\_\_\_ 1217 Magazine Collector @ \$4.50
- \_\_\_\_\_ 6601 Cross Pen and Pencil @ \$50.00
- \_\_\_\_\_ 6602 Cross Pen @ \$30.00
- \_\_\_\_\_ 7000 TI Cap @ \$4.50

Add \$1.00 shipping and handling to each item above. Please note: Add an additional \$2.00 for the Cross Pen and the Cross Pen and Pencil for insurance.

- \_\_\_\_\_ 1990 Pen and Pencil Desk Set @ \$24.00
- \_\_\_\_\_ 1991 Bookends @ \$31.00
- \_\_\_\_\_ 1996 Member Plaque @ \$13.00
- \_\_\_\_\_ 3003 Pencil Caddy @ \$23.00

Add \$4.00 shipping and handling to each item above.

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See the Toastmasters Supply Catalog for complete descriptions of these items and information on other educational and promotional material.