

Grammarians - The syntax sentinel

One benefit of Toastmasters is that it helps people improve their grammar and word use. Being grammarian provides an exercise in expanding listening skills. Your responsibilities include introducing new words to members, to comment on language usage during the course of the meeting, and to provide examples of eloquence.

What to do for the role: Prepare a brief explanation of the duties of the grammarian for the benefit of the guests, and to remind the members.

- Select a word of the day, and email this to the Toastmaster at least one day in advance of the meeting so it can be included on the agenda:
 - o Choose a word that will help members increase their vocabulary – a word that can be incorporated easily into everyday conversation but is different from the way people usually express themselves.
 - o Adjectives and adverbs are more adaptable than nouns or verbs, but feel free to select your own special word.
- Furthermore, work with the projects from your competent leadership manual (CL) in order to develop other special skills (one project at a time, every time you have this role) and receive written evaluation for your effort and skills. Make sure that your role is registered with the correct project number on easy speak, so it matches the project of your choice.

The screenshot shows a software interface for assigning roles. On the left, a list of roles is shown: Ah Counter, Grammarian (highlighted with a red line), 1st Evaluator, 2nd Evaluator, 3rd Evaluator, and 1st Speaker. Below these are 'Previous Evaluators'. In the center, a dropdown menu is open, showing options CL#1, CL#2 (highlighted in blue), CL#3, and CL#4. A red box highlights the dropdown menu. To the right, the name 'Tester Testington' is displayed with a green checkmark, and 'Fanshuang Kong' is shown with a yellow question mark. The status '--- Unassigned ---' is repeated for several roles. Red text annotations provide instructions: 'Choose the project number from the drop down list, that you wish to work with and get written evaluation for.' and 'Make sure when you give your CL manual to the GE to receive the evaluation, to specify the project number.'

On meeting day:

- Arrive early, and write the word of the day and a brief definition of the word on the board (if available) in letters large enough to be seen from the back of the room. Also, provide an example showing how the word is used. Another good way to remind people of the word of the day, it is to print out a few copies and distribute them on the desks.
- When introduced: Briefly explain the role of the grammarian, and present the word of the day, state its part of speech, define it, use it in a sentence and ask that anyone speaking during any part of the meeting use it. Remind the audience that we “flip” our fingers every time someone is using the word of the day, as a good exercise to motivate people to use it.
- Throughout the meeting, listen to everyone’s word usage. Write down any awkward use or misuse of the language (incomplete sentences, sentences that change direction in midstream, incorrect grammar or malapropisms) with a note of who erred.
- Write down who used the word of the day (or a derivative of it) and note those who used it correctly or incorrectly.
- When called on by the toastmaster or general evaluator, give your report. Try to offer the correct usage in every instance of misuse (instead of merely announcing that something was wrong). Report on creative language usage and announce who used the word of the day.

WORD MASTER

Your role is to do everything involved with the Word of the Day. In letters large enough to be seen from the back of the room, please write the word of the day in a board, if available in the room. In the printed copies, write the word of the day with large letters and write the word's part of speech, (adjective, adverb, noun, etc., and a brief definition) and write examples on how it is used.

Tape one to the lectern (if available), preferably before the meeting starts, and one on a chair toward the back of the audience, so that Table Topics participants can see it from the front of the room. Distribute some copies on the desks where the audience is seated.

Prior to the meeting, select a “Word of the Day”. It should be a word that will help members increase their vocabulary, a word that can be incorporated easily into everyday conversation but is different from the way people usually express themselves. An adjective or adverb is suggested since they are more adaptable than a noun or verb, but feel free to select your own special word.

NOTE: Please do choose a word that easily fits into everyday conversation. The idea is not to stump the members, but to choose a word that any member might add to his vocabulary.

Prepare a few sentences showing how the word is used.

One day before the meeting, register the word of the day on easy speak as well. You should open the meeting of interest (e.g. meeting on the 13th of April 2016) and insert the word of the day on the top left corner.

The image shows a screenshot of a meeting page and a dialog box. The meeting page includes links for watching the meeting, email notifications, venue information (Esbjerg Main Library), and a 'Word of the Day' section with a green plus icon and the text 'Not Yet Chosen'. A red line points from this icon to a dialog box. The dialog box has 'OK' and 'Cancel' buttons at the top. Below them are two radio button options: 'Use your own "Word of the Day"' with an empty text field and a 'Definition' button, and 'Select a word from the easySpeak library:'. A red arrow points from the 'Definition' button to the text 'Press ok to close the window whne you are done.'.

Watch this meeting for changes
E-mail meeting to a friend

Venue: **Esbjerg Main Library - Esbjerg Bibliotek** (Click here for a map)
Word of the Day: **Not Yet Chosen**

Meeting Theme: **TBA**

[Edit Meeting Text]

On the top - left side of the meeting on easy speak, press on the green cross in order to insert the word of the day. You have access in this option only when you have the grammarian role.

After you press the green cross, another window opens, where you can insert either your own word or choose one from easy speak library. Press ok to close the window whne you are done.

During the meeting — When introduced, announce the “Word of the Day” state its part of speech, define it, use it in a sentence, and ask that anyone speaking during any part of the meeting use it. Remind the audience that we “flip” our fingers every time someone is using the word of the day as a good exercise to motivate people to use it. Please limit your explanation to about 20 seconds.

Throughout the meeting —Write down who used the “Word of the Day” (or a derivative of it) and note if anyone used it correctly or incorrectly.

When called on during the evaluation segment, give your report, announcing who used the “Word of the Day” (or a derivative of it) correctly or incorrectly.

Diplomatically point out if the member used the word, but pronounced it incorrectly, or misunderstood the meaning.

Here is a link with some ideas from another TM club.

http://alpharettclub.toastmastersclubs.org/Words_of_the_Day.html