

## Table Topics Speaker

*The Table Topics Speaker gives a speech without prior notice.*

| TASKS   | Done = ✓ |
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| <b>BEFORE THE MEETING</b>   |          |
| Follow current events by watching/reading the news as Table Topics are frequently topical. Ask yourself of the various headlines: What do I think of that? What would I say if somebody asked me what I think of that?  |          |
| <b>DURING THE MEETING</b>   |          |
| Listen closely to all questions, thus getting a feel for the theme of the session. Formulate in your head the response you would give had that question gone to you. After all, the NEXT question may just be for you!  |          |
| When you begin your speech, acknowledge your fellow Toastmasters and guests with a formula such as: <i>'Good evening Mister President, Mister/Madam Toastmaster, fellow Toastmasters and most welcome guests.</i><br>This gives you extra thinking time.  |          |
| If you feel it will help, before answering, you can repeat it yourself by saying something like: 'If I had to..., then I guess I would...'. That will give you an extra few seconds to structure your thoughts. You may also want to take your time going to stage to answer!   |          |
| Treat the question with the following order: <ul style="list-style-type: none"> <li>• Introduction (Statement)</li> <li>• Body ("Why", with examples)</li> <li>• Conclusion (Statement recap).</li> </ul> <p>Go with the first thought that occurs to you and expand on it. Pause in-between sentences as it will help you to gain thinking time and appear more confident.</p> |          |
| Remember that Table Topics are not delivered under oath, and therefore your reply doesn't have to be absolutely true.   |          |
| It is perfectly acceptable not to really answer the question, if what you say makes sense and is interesting. Consider how politicians answer questions when they're being interviewed.   |          |
| When you finish your speech, pause, then say 'Mister/Madam Table Topics Master' to pass back control of the meeting to them.  |          |
| There is no need to thank the audience at the end of your speech - they should be the ones thanking you!  |          |