

General Evaluation Matrix - Get list of first-timers for each role!! Also name pronunciations!!

	Commend	Recommend	Commend	
President				<ul style="list-style-type: none"> - Welcoming? - Good introduction? - Started on time? - Overall Club climate? - Prominent use of banner?
Toastmaster				<ul style="list-style-type: none"> - Well-prepared? - Good theme & publicising of same? - Good intros? - Led applause enthusiastically? - Helped generate good vibes throughout the meeting?
Timekeeper				<ul style="list-style-type: none"> - Clear description of lights? - Lights well positioned? - Repeated names & titles of Table - - Topic subject and speeches? - Timing on agenda!
Grammarian				<ul style="list-style-type: none"> - Good explanation of Role? - Useful / pertinent word of the day? - Concentration on good speech examples? - Any corrections of grammar or inappropriate usage? - Ah counting? - Questions on listening skills

	Commend	Recommend	Commend	
Topics Master				<ul style="list-style-type: none"> - Good intro of why we need TT? - Interesting topics? - Clear and easily remembered questions? - Good choice of speakers? Order?
Topics Evaluator				<ul style="list-style-type: none"> - Observant? - CRC w/clear recommendations? - Too much repetition of text?
Sergeant at Arms / Guest Introducer				<ul style="list-style-type: none"> - Organisation of the meeting space - Welcoming guests - Puts guests at their ease/ Gets names right?

	Commend	Recommend	Commend	
Evaluator 1				<ul style="list-style-type: none"> - Speech objectives met / not met? - Observant, articulate evaluator? - CRC formula? - Lots encouragement/praise? - Specific methods for improvements? Demos? - Comment on speakers' goals and areas for improvement? - Too much repetition of text? - Anything I would add?
Evaluator 2				<ul style="list-style-type: none"> - Speech objectives met / not met? - Observant, articulate evaluator? - CRC formula? - Lots encouragement/praise? - Specific methods for improvements? Demos? - Comment on speakers' goals and areas for improvement? - Too much repetition of text? - Anything I would add?
Evaluator 3				<ul style="list-style-type: none"> - Speech objectives met / not met? - Observant, articulate evaluator? - CRC formula? - Lots encouragement/praise? - Specific methods for improvements? Demos? - Comment on speakers' goals and areas for improvement? - Too much repetition of text? - Anything I would add?

	Commend	Recommend	Commend	
Evaluator 4				<ul style="list-style-type: none"> - Speech objectives met / not met? - Observant, articulate evaluator? - CRC formula? - Lots encouragement/praise? - Specific methods for improvements? Demos? - Comment on speakers' goals and areas for improvement? - Too much repetition of text? - Anything I would add?
Club				<ul style="list-style-type: none"> - General atmosphere? - Quality of the speeches? - Quality of evaluation? - Did participants know their roles well? - Timing? - Evidence of mentoring on performance? - Performance in general? - Anything I'd like to see done differently? - Any suggestions I'd like the club to hear? - Thanks for having me.