

When You Are The GRAMMARIAN

Being Grammarian is truly an exercise in expanding your listening skills. You have two basic responsibilities. First, to introduce new words to members, and second, to comment on the use of English during the course of the meeting.

Prior to the Meeting

- Select a "Word of the Day". It should be a word that will help increase our vocabulary - a word that can easily be incorporated into everyday conversation but which is different from the way we usually express ourselves. An adjective or adverb is suggested since they are more adaptable than a noun or verb, but feel free to select your own word.
- In letters large enough to be seen from the back of the room, print your word, the part of speech and a brief definition. Prepare a sentence as an example of how to use your word.
- Prepare a brief explanation of the duties of the Grammarian for the benefit of the guests.

Upon Arrival at the Meeting

- Place your visual aid at the front of the room where it can be seen by all.
- Make a list of everyone present.

During the Meeting

- When introduced prior to table topics, announce the word of the day, state its part of speech (adj., etc.) define it, use it in a sentence and request that anyone speaking during any part of the meeting use it.
- Briefly explain the role of the Grammarian.
- Throughout the meeting, listen to everyone's word usage. Mark on your list any awkward use or misuse of the language (incomplete sentences, sentences that change direction in midstream, incorrect grammar, etc.) next to the appropriate name. 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 General Evaluator during the Evaluation segment, stand by your chair and give your report. Try to offer the correct usage in every instance where there was a misuse instead of only explaining what was wrong. Report on creative language usage and announce who used the Word of the Day (or a derivative of it) correctly or incorrectly.

After the Meeting

- Give the completed report to the Treasurer (for collection of fines, if appropriate).

When You Are The AH COUNTER

The purpose of the Ah Counter is to note words and sounds used as a 'crutch' or 'pause filler' by anyone who speaks during the meeting. Words may be inappropriate interjections such as "and, well, but, so, you know." Sounds may be "ah, um, er." You should also note when a speaker repeats a word or phrase such as "I, I" or "This means, this means."

Prior to the Meeting

- Prepare a brief explanation of the duties of the Ah Counter for the benefit of guests.

Upon Arrival at the Meeting

- Make a list of everyone present.

During the Meeting

- When introduced prior to Table Topics, explain the role of the Ah Counter. In some clubs small fines are levied on members who do not do certain things. (For example, members are fined for using crutch words, for not wearing their Toastmasters pin to the meeting, etc.). If your club levies fines, explain the fine schedule.
- Throughout the meeting, listen to everyone for "crutch" sounds and long pauses used as fillers and not as a necessary part of the sentence structure. Mark on your list how many crutch sounds or words each person used during all portions of the meeting.
- When called on by the General Evaluator during the Evaluation segment, stand by your chair and give your report. If appropriate in your club, announce the person who had the most "crutches," and present that person with the "Wizard of Ahs" Award (or whatever name your club has created for this award, if any.)