

TOASTMASTERS
INTERNATIONAL

District Officer Training - Day 1

Hybrid in Lisboa - 16 September 2023

TOASTMASTERS
INTERNATIONAL

Energizer

Division Director E – Joanna Wakuluk



**TIME FOR AN
ENERGIZER!**

TOASTMASTERS
INTERNATIONAL

Time for reflection – 75 days!

Program Quality Director – Claudia Villareal



Illustration by Stephanie Dalton Cowan

Knowing what you know now what could you've done better with your teams?

- ❖ Success Plans, COTs - was the communication fluid?
- ❖ If not, what was missing?
- ❖ What can be improved?
- ❖ Was the response timely?

Help each other improve. It's not about blaming others it's about making others aware that their performance had a positive or not so good effect on the overall outcome.

What transformation have you noticed about yourself and how others see you?
Do you still want to be here? And would you like to continue?

Embrace uncertainty - you are not alone!





Keep calm and ask for help!!





**I alone cannot change the world, but I can cast a stone
across the water to create many ripples. -Mother Teresa**

TOASTMASTERS
INTERNATIONAL

Perform at your BEST

Immediate Past District Director - Pablo Garcia





MIAMI BEACH

BEACH SAFETY FLAGS
Red Flag - High Hazard
Yellow Flag - Moderate Hazard
Green Flag - Low Hazard
Purple Flag - Dangerous Marine Life
Blue Flag - Clean Beach Award







1

ATTENTION









3

CHOICE

2

CHOICE









3

GROWTH

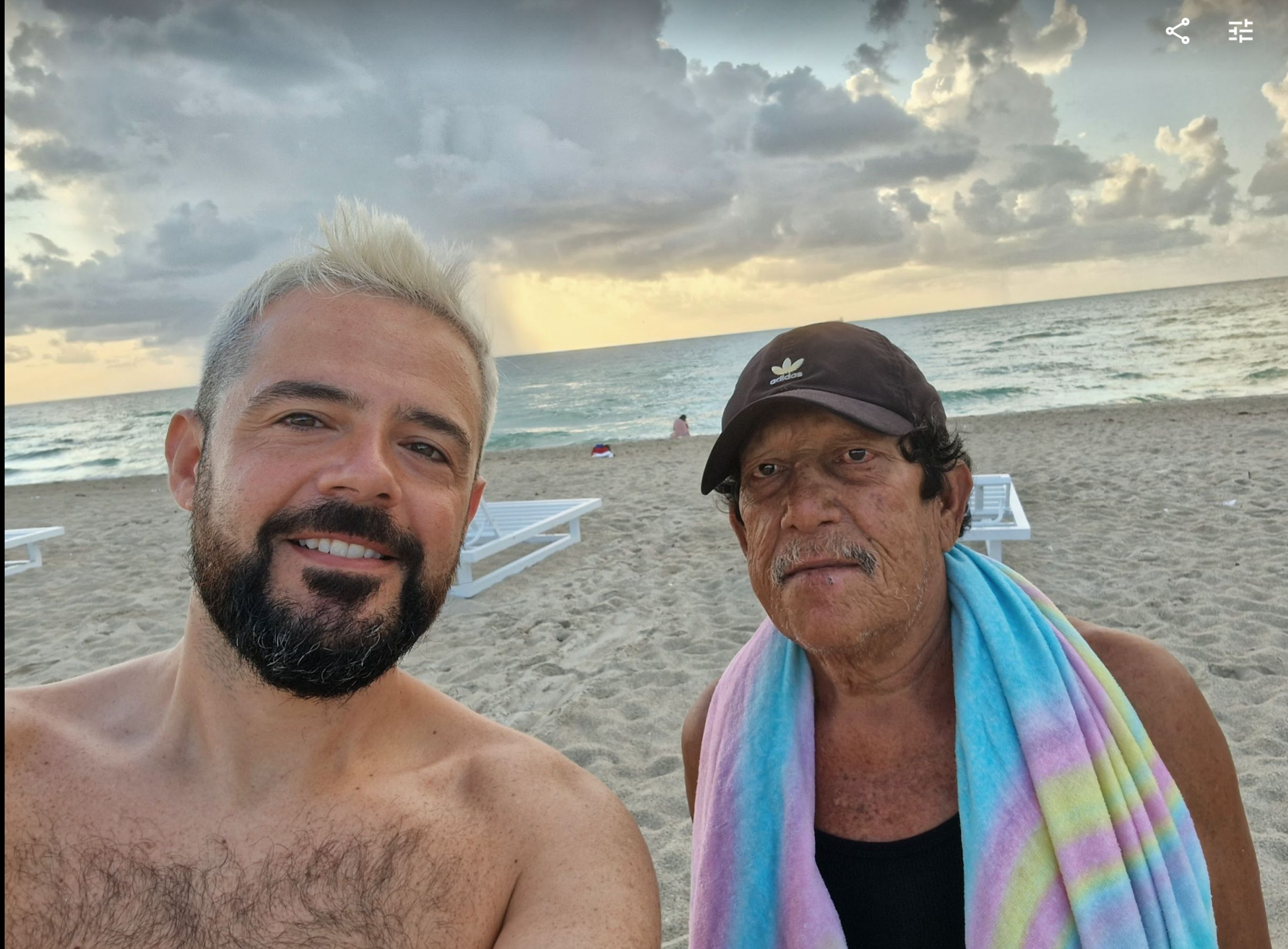














4

PURPOSE





5

CHALLENGE









6

RECOGNITION



1

ATTENTION

2

CHOICE

3

GROWTH

4

PURPOSE

5

CHALLENGE

6

RECOGNITION

1

ATTENTION

2

CHOICE

3

GROWTH

4

PURPOSE

5

CHALLENGE

6

RECOGNITION



1

ATTENTION

2

CHOICE

3

GROWTH

4

PURPOSE

5

CHALLENGE

6

RECOGNITION



1

ATTENTION

2

CHOICE

3

GROWTH

4

PURPOSE

5

CHALLENGE

6

RECOGNITION



TOASTMASTERS
INTERNATIONAL

Dive into the DCP & Dashboard

Administration Manager – Sílvia Vilas

TOASTMASTERS
INTERNATIONAL

Dive into our goals!





Specific

S

G

Measurable

M

O

Attainable

A

A

Relevant

R

L

Time-bound

T

S



Toastmasters Dashboard

TOASTMASTERS INTERNATIONAL

Select a District ▾

2023-2024 ▾

Sep ▾

As of 14-Sep-2023 ▾

Export ▾

<input checked="" type="checkbox"/> Expand <input type="checkbox"/> Collapse		Membership Payments							Club Growth			Distinguished Clubs		
Region			New	Renewals	Charter	YTD	Base	Growth	YTD	Base	Growth	YTD	%	
▼	Region 01	DSP	Training	924	7,348	85	8,357	27,151		828	825		0	
	District 02	N	N	128	1,040	20	1,188	4,249	-72.04%	128	127	0.79%	0	0%
	District 07	N	N	114	996	0	1,110	3,796	-70.76%	121	121	0%	0	0%
	District 09	N	N	41	442	0	483	1,274	-62.09%	46	46	0%	0	0%
	District 15	N	N	60	451	0	511	1,760	-70.97%	53	53	0%	0	0%
	District 21	N	N	91	749	0	840	3,228	-73.98%	102	102	0%	0	0%
	District 32	N	N	53	440	0	493	1,838	-73.18%	64	64	0%	0	0%
	District 39	N	N	125	1,019	0	1,144	3,286	-65.19%	105	105	0%	0	0%
	District 57	N	N	147	1,292	0	1,439	4,259	-66.21%	115	115	0%	0	0%
	District 96	Y	N	165	919	65	1,149	3,461	-66.8%	94	92	2.17%	0	0%
▼	Region 02	DSP	Training	1,157	9,304	171	10,632	33,042		985	978		0	
	District 01	N	N	138	1,336	29	1,503	4,474	-66.41%	146	145	0.69%	0	0%
	District 04	N	N	105	874	40	1,019	3,798	-73.17%	100	98	2.04%	0	0%
	District 12	N	N	74	738	45	857	2,541	-66.27%	82	80	2.5%	0	0%
	District 33	N	N	137	1,099	0	1,236	4,076	-69.68%	136	136	0%	0	0%
	District 49	N	N	41	507	0	548	2,060	-73.4%	67	67	0%	0	0%
	District 52	N	N	77	784	0	861	2,772	-68.94%	78	78	0%	0	0%
	District 100	N	N	137	806	25	968	2,543	-61.93%	79	78	1.28%	0	0%
	District 101	N	N	234	1,787	0	2,021	5,313	-61.96%	146	146	0%	0	0%
	District 115	N	N	80	444	32	556	1,651	-66.32%	52	51	1.96%	0	0%

TOASTMASTERS INTERNATIONAL

District 107 ▾

2023-2024 ▾

Sep ▾

As of 14-Sep-2023 ▾

Export ▾

District Performance

Division and Area Performance

Club Performance

District 107 Performance

0% Growth



Paid Clubs

Base	To Date
89	89

Goals

Distinguished	89
Select Distinguished	90
President's Distinguished	92
Smedley Distinguished	94

-67.99% Growth



Payments

Base	To Date
3,767	1,206

Goals

Distinguished	3,805
Select Distinguished	3,881
President's Distinguished	3,956
Smedley Distinguished	4,069

0% of Clubs



Distinguished Clubs

Base	To Date
89	0

Goals

Distinguished	36
Select Distinguished	41
President's Distinguished	45
Smedley Distinguished	49

District 107 Division and Area Performance

Division Totals	
Count	6
Distinguished	0
Select Distinguished	0
President's Distinguished	0

Area Totals	
Count	22
Distinguished	0
Select Distinguished	0
President's Distinguished	0

Club Totals	
Paid Clubs	89
Distinguished	0
Select Distinguished	0
President's Distinguished	0

		Division Goals	D 17	S 17	P 18	D 7	S 8	P 9
▼	Division A	Base 17	Paid Clubs 17			Distinguished Clubs 0		
		Area Goals	D 4	S 4	P 5	D 2	S 3	P 3
>	Area 01	Base 4	Paid Clubs 4			Distinguished Clubs 0		
		Area Goals	D 3	S 3	P 4	D 2	S 3	P 3
>	Area 02	Base 3	Paid Clubs 3			Distinguished Clubs 0		
		Area Goals	D 5	S 5	P 6	D 3	S 4	P 4
>	Area 03	Base 5	Paid Clubs 5			Distinguished Clubs 0		
		Area Goals	D 5	S 5	P 6	D 3	S 4	P 4
>	Area 04	Base 5	Paid Clubs 5			Distinguished Clubs 0		

Club Performance for District 107

To be considered for recognition, clubs must have 20 members or a net growth of at least 3 new members as of June 30th.

Club Goals	
1	Four Level 1 awards
2	Two Level 2 awards
3	Two more Level 2 awards
4	Two Level 3 awards
5	One Level 4, Level 5, or DTM award
6	One more Level 4, Level 5, or DTM award

Club Goals	
7	Four new members
8	Four more new members
9	Four officers trained during both training periods
10	One dues renewal and one officer list submitted on time

Goals
Distinguished 5
Select Distinguished 7
President's Distinguished 9

Club Performance for District 107

To be considered for recognition, clubs must have 20 members or a net growth of at least 3 new members as of June 30th.

Education

Club Goals

1

Four Level 1 awards

2

Two Level 2 awards

3

Two more Level 2 awards

4

Two Level 3 awards

5

One Level 4, Level 5, or DTM award

6

One more Level 4, Level 5, or DTM award

Club Goals

7

Four new members

8

Four more new members

9

Four officers trained during both training periods

10

One dues renewal and one officer list submitted on time

Membership

Training

Administration

Goals

Distinguished

5

Select Distinguished

7

President's Distinguished

9

Club Alignment	
Region	10
District	107
Division	C
Area	04

Membership	
Base	To Date
25	30
Required 20	
20 members or a net growth of 3 new members	

Goals
Goals Met 10
Distinguished 5
Select Distinguished 7
President's Distinguished 9

Chartered 6/26/2014

Goals to Achieve			Goal	To Date	Status
Education					
1	Level 1 awards	<i>All Pathways education awards must be submitted in both Base Camp and Club Central.</i>	4	4	✓
2	Level 2 awards	<i>All Pathways education awards must be submitted in both Base Camp and Club Central.</i>	2	2	✓
3	More Level 2 awards	<i>All Pathways education awards must be submitted in both Base Camp and Club Central.</i>	2	3	✓
4	Level 3 awards	<i>All Pathways education awards must be submitted in both Base Camp and Club Central.</i>	2	3	✓
5	Level 4, Level 5, or DTM award	<i>All Pathways education awards must be submitted in both Base Camp and Club Central.</i>	1	1	✓
6	One more Level 4, Level 5, or DTM award	<i>All Pathways education awards must be submitted in both Base Camp and Club Central.</i>	1	3	✓
Membership					
7	New members		4	4	✓
8	More new members		4	12	✓
Training					
9	Club officers trained June-August		4	5	✓
	Club officers trained November-February		4	5	
Administration					
10	Membership-renewal dues on time		Y	2	✓
	Club officer list on time		Y	1	

What are my goals?

What are my goals?

**How do my goals contribute
to the club's goals?**

**How do the club's goals
contribute to my goals?**

What are my goals?

How do my goals contribute to the club's goals?

How do the club's goals contribute to my goals?

How do the clubs's goals contribute to my area goals?

How do the areas's goals contribute to my divisions goals?

What are my goals?

How do my goals contribute to the club's goals?

How do the club's goals contribute to my goals?

How do the clubs's goals contribute to my area goals?

How do the areas's goals contribute to my divisions goals?

How do the divisions's goals contribute to the district goals?



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Mirror Mirror in the Club

Moments of Truth

District Director – Vera Margarida Cunha

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Sponsors, Mentors and Coaches

Club Growth Director – Norberto Amaral





Let's talk about...
Chevy Sponsors!

Sponsors

Sponsors
help
CHARTER
the club!

When a club is
created
it has 60 days
to appoint up to
two sponsors

... earns you
credit
toward
**Distinguished
Toastmaster!**

Sponsors: what exactly do they do?

Sponsors

- Organize the new club
- Set up regular club meetings
- **Complete the club's paperwork to charter**
- At the end, **passes baton to Mentor!**

More information about Sponsors, Mentors and Coaches [here](#).

More information specifically about Sponsors [here](#).

Let's talk about...
Steve Mentors!



Mentors

**Mentors
help the
club TAKE
OFF!**

**When a club
charters
it has 60 days
to appoint up to
two mentors**

**... also earns
you credit
toward
Distinguished
Toastmaster!**

Mentors: what exactly do they do?

Mentors

- Share knowledge with the newly chartered club!
- Meeting roles, club officer responsibilities...
- Either gives the answer, or teaches how to find it
- Help club officers become independent
- May perform administrative tasks:
 - New member applications
 - Dues renewals
 - Education award applications

More information about Sponsors, Mentors and Coaches [here](#).

More information specifically about Mentors [here](#).

How clubs can get sponsors and mentors

New clubs can name sponsors and mentors when sending the form [“Application to Organize”](#)

Or: mentors can be appointed by the District Director with the support of the Club Growth Director.

Let's talk about...

Martin **Coaches!**



Coaches

**Coaches
help rebuild
membership
and restore
quality!**

**TBI clubs (3 to 12
members) should
get coaches.**

****also** earns
you credit
toward
Distinguished
Toastmaster!**

Coaches

TBI clubs (12 or fewer members) should get coaches to help rebuild membership and restore quality.

⇒ We will create a pool of club coaches - please help us find them!

More information on the [Club Program](#) and the [Club Coaches FAQ](#)

Coaches: what do they do?

Connection

- Develop a personal rapport with members, you are there to help them
- Foster a sense of ownership
- Emphasize teamwork
- Encourage clubs to use other clubs as models

Check

- Observe the club, use the Club Coach Troubleshooting Guide
- Conduct Moments of Truth
- Help identify and discuss the club's strengths and challenges

Meetings

- Teach the club how to run meetings well
- Show club officers the tools to do the same: manuals, Easy Speak, Club Central...

Coaches: what do they do?

Membership

- Help retain members
- Run club membership contests
- Annual Individual Member Program

Recognition

- Post member progress charts at every meeting
- Formally recognize members achieving any education award
- Mention achievements in club newsletters, on social media, and on the club website


Club Success Plan

- Help determine how club will meet the 10 DCP goals
- Allow the club to establish additional goals
- Outline strategies for achieving goals
- Identify resources to accomplish goals

Who benefits and how? And what's the fine print?

The Club

More experience
Higher quality sessions
More members
Better club!

- 
- The club must have >3, <= 12 members in good standing
 - Have at least one club officer who has completed the Club Coach Program Training module
 - The club must not be suspended or closed
 - Not more than two coaches

The Coach

Team-building skills
Leadership experience
Facilitator and negotiator
Diplomacy skills
Earn credit toward DTM!

- Paid member in good standing, more than one year
- From another club
- Club officer for one annual term or two semiannual terms
- > Level 2, or an Advanced Communicator Bronze (ACB), or an Advanced Leader Bronze (ALB)
- Completed the Club Coach Program Training module in Base Camp

The District

Every little bit helps
to be Smedley
Distinguished!

- The District provides assistance for this process
- ... and gives an allowance of €50 per coach to cover expenses (except travel)



Help us find them!

How a club can get a coach

Do you think that a club of yours/your area/division needs a coach?

Check if the club fulfills the eligibility criteria:

- Club must have >3 , ≤ 12 members in good standing
- Club must not be suspended or closed
- Not more than two coaches

... and get in touch with me! Email: cgd@district107.org

TBI Clubs

Club	Members	Division / Area	Coach	Comment
Ericsson Madrid	8	A1		
Airbus Speakers Getafe	12	A2		Not renewed yet (12: June 30)
Ingram Micro Santander	10	A4		Not renewed yet (10: June 30)
Sardinero	7	A4		
HP Toastmasters Barcelona	5	B1		
Agora Almeda Barcelonag	10	B3		
Mediterranea TM	11	B3		
Famalicão Toastmasters Club	11	C1		
Figueira da Foz Toastmasters Club	9	C2		
Cantanhede Toastmasters Club	10	C2		
Porto de Mós Toastmasters Club	8	C3		

TBI Clubs

Club	Members	Division / Area	Coach	Comment
Axians Toastmasters	10	D1		
Vasco da Gama Toastmasters Club	11	D2	Izidro	
Lisboa Oriente Toastmasters	10	D2		
Bissau Toastmasters Club	11	D2		
Algarve Toastmasters Club	11	D3		
Portimão Toastmasters Club	6	D3		
RioSado	8	D3		
Advanced Toastmasters Runners	7	E1		
Cisco Portugal Toastmasters Club	0	E2		Not renewed yet
TagusPark Toastmasters Club	2	E3		
Oeiras Toastmasters Club	10	E3		
Banco Montepio Toastmasters Club	0	E3		Not renewed yet
Cabo Verde Toastmasters Speakers	0	E3		Not renewed yet
Oracle Málaga	4	F1		
Ericsson Málaga Toastmasters	4	F1		
Gibraltar Speaker Toastmasters Club	2	F1		
Las Palmeras Speakers Club	8	F3		Not renewed yet (8: June 30)
Alicante Speakers Club	9	F3		
Casablanca Toastmasters Club	9	F4		
JESA Institute Toastmasters Club	0	F4		
Eloquent Leaders Toastmasters Club	1	F4		
ALC El Jadida Toastmasters	10	F5		Not renewed yet (10: June 30)
Marrakech Orators Toastmasters Club	0	F5		
Agadir Toastmasters Club	4	F5		

How you can help

Share [this form](#) with:

1) the people you know who may be great coaches and

Start with those who want to become DTM

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INTERNATIONAL®

DISTRICT 107

I want to be a Club Sponsor, Mentor or Coach in District 107!

Fill out this form if you want to be a Club Sponsor, Mentor or Coach in District 107. The Club Growth Director will get in touch with you quickly after you send this.

This information will be used ONLY for the purpose of this program and will not be transmitted to any one else outside of this scope. When the program is over or when you stop being a coach you may ask to delete the information we hold about you by sending an email to cgd@district107.org.

You can contact us via the above email address if you want more information about this!

namaral@gmail.com [Switch account](#)



Not shared

* Indicates required question

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Group Picture & Coffee Break

TOASTMASTERS
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Energizer

Division Director F – Helen Johnson

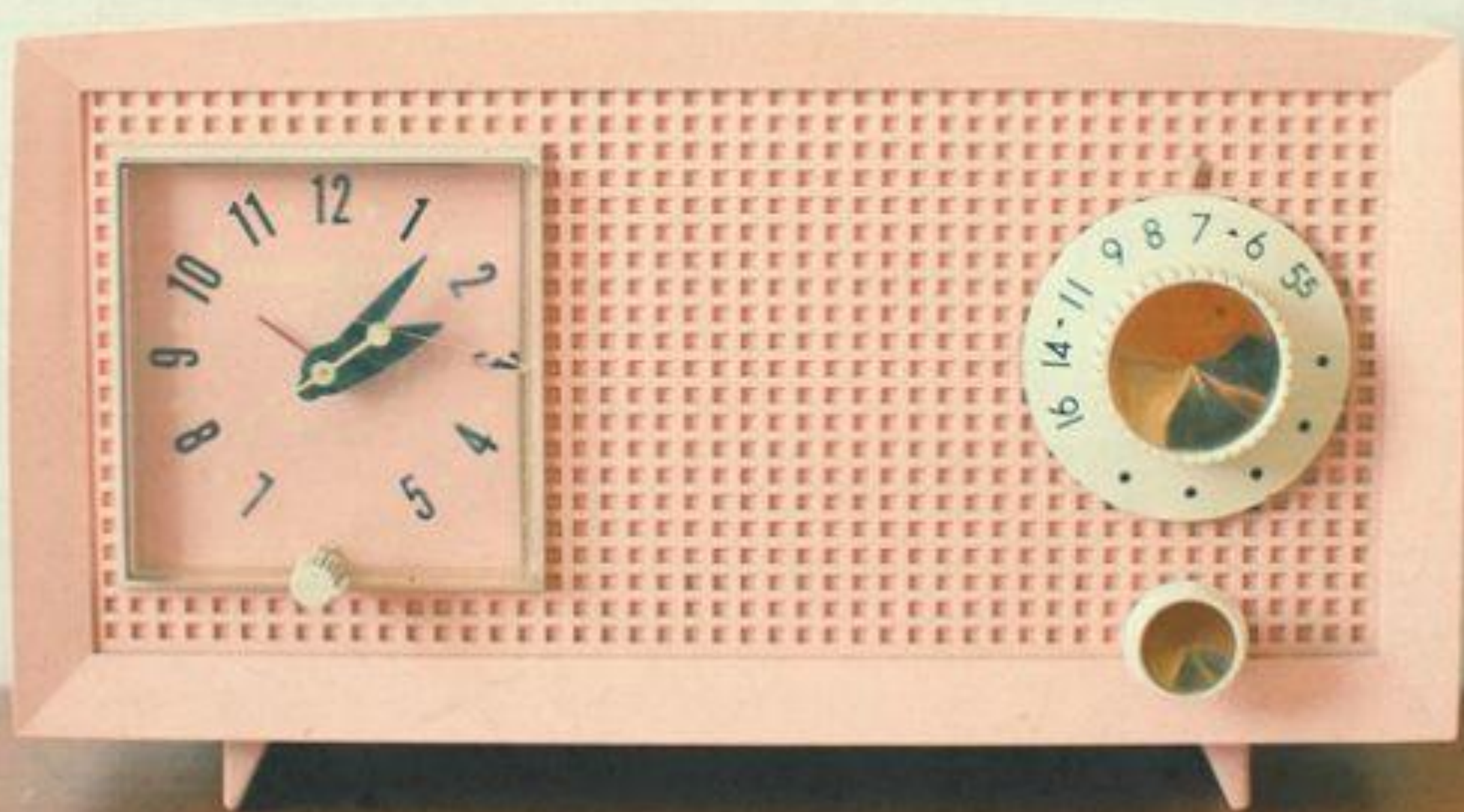


**TIME FOR AN
ENERGIZER!**

TOASTMASTERS
INTERNATIONAL

Knock Knock
Area Director's best practices

Parliamentarian – Ana Santos Carvalho



TRAVEL

CHICAGO

LOS ANGELES

DALLAS

BEIJING

FRANKFURT

HONG KONG

LAS VEGAS

HOUSTON

DENVER

ATLANTA

BANGKOK

SINGAPORE

DUBAI

SAN FRANCISCO

Hello!
I am your Area Director
and I am going to visit you!



Tips for a Great JOURNEY



Before



CONTACT	Before the visit contact the Club President at least one month before you plan to visit, and request time on the meeting agenda.
ASK	Ask if club officers will be available immediately after the meeting for a brief discussion with you.
BUILD	Build rapport with the Club President before your visit by asking about his or her Toastmasters experience and the club history.
RESEARCH	Conduct research about the club . Email the Club President a link to the Area Director's Club Visit Report (Item 1471) so that he or she is familiar with its content and structure.
FIND	Ask about the meeting you plan to attend, find you space . Make sure the meeting agenda accommodates time for you to address club members. Check out the club's progress in the Distinguished Club
ANSWER	Ask the Club President if he or she has any concerns or has already identified challenges. Plan to address these during your club visit.
STUDY	Explore all the topics and questions of the Area Director's Club Visit Report (Item 1471), collect your major doubts and concerns. Study and prepare yourself.

During



Arrive about 10 minutes early so you can mingle with members.

Maintain an attitude of service, and respect differences in club cultures.

Remember that clubs are diverse, and strategies that work for one may not work for another.

Stick to your allotted time.

Be concise and remember that your visit is part of the overall meeting agenda.

Mention the following topics in your presentation to members at the club meeting: the club mission; characteristics of successful clubs; the Distinguished Club Program; and any upcoming training, contests, or other Toastmasters events that they're invited to attend.

Listen and observe so you can complete your report accurately and provide guidance to the club.

Meet with the executive committee if possible. This helps you address club needs and complete your report.

Review the Club Success Plan and the club's performance in the Distinguished Club Program.

If the club isn't pursuing Distinguished Club Program goals, discuss their importance.

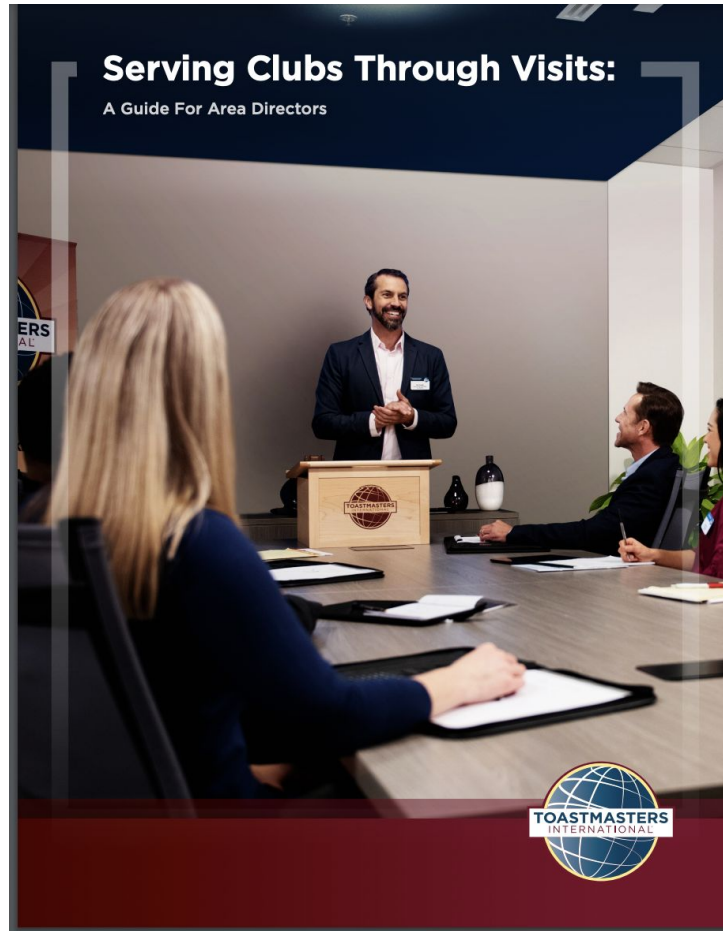
Remind the Club President that he or she will be emailed a copy of your report after you submit it.

& KISS

After



SUBMIT	After the Visit Submit your Area Director's Club Visit Report (Item 1471) by November 30 for the first visit and May 31 for the second visit.
ADDRESS	Address club questions, needs, and concerns.
SEND	Send a thank-you note, and encourage the Club President to contact you.
COMMUNICATE	Communicate with Club Presidents at least once a month, and respond to phone calls or emails in a timely manner.
MAKE	Make extra club visits if you can, especially early in the program year when it may be most helpful to clubs.
STRENGTHEN	Strengthen your relationship with clubs by attending more than the official events and other special events when you are able.



Area Director Club Visit Report

CLUB NO.	VISIT DATE	AREA	DIVISION	DISTRICT

Area Director Club Visit Reports are submitted online through District Central. The PDF version is intended as a tool to capture notes during a club visit.

Club visits are opportunities for the District, through the Area Director, to support clubs and improve club quality. The Area Director's Club Visit Report guides Area Directors in evaluating club quality during these visits by assessing the club at each of the *Moments of Truth* (Item 290). Area Directors identify opportunities for improvement and specify the support that clubs need from the District, helping clubs retain and build membership through positive member experiences. This important contribution on the part of Area Directors helps clubs earn Distinguished recognition.



Meeting Observation

Moment of Truth

The following section will allow you to rate how well the club applied the principles defined under the Moments of Truth.

- ▶ This assessment will encompass the following categories:
 - First Impressions.
 - Membership Orientation.
 - Fellowship, Variety, and Communication.
 - Program Planning and Meeting Organization.
 - Membership Strength.
 - Achievement Recognition.

<https://www.toastmasters.org/resources/serving-clubs-through-visits-a-guide-for-area-directors>

<https://www.toastmasters.org/resources/area-directors-club-visit-report-1471>

<https://www.toastmasters.org/resources/district-leadership-handbook>

**Where to
do it?**





WHERE LEADERS ARE MADE

Welcome, Rafael



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DISTRICT CENTRAL

Currently Managing: District 0107

District Management



Area Director Club Visit Reports

Officers must complete at least 75% of area visits



Leads and Prospective Clubs

View leads and potential clubs in your District



District Awards

Review District awards and achievements



Area Success Plan

Share area plans to enhance the quality of member clubs

Resources and Reports



Distinguished Performance Report

Links to the Distinguished Performance Report



Reports

View and download current District reports



District Leader Tools

Tutorials, kits, resources, and more



Wire Transfers Instructions

Ensure your club is properly credited



Welcome, Rafael

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WHERE LEADERS ARE MADE

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Home / My Toastmasters / Profile / District Central / Area Director Visit Reports

AREA DIRECTOR VISIT REPORTS

Part of the District's mission is to ensure every club fulfills its responsibilities to its members. To achieve this, the District must establish and maintain positive, supportive relationships with each club. By visiting each club in their Area twice a year, Area Directors identify strengths and opportunities for improvement for their clubs, while also working to build and maintain positive relationships with the club.

Report deadlines for credit in the Distinguished Area Program

November 30 – Submissions for Round 1

May 31 – Submissions for Round 2.

Discussion Points

During your Area Director's visit, you will want to discuss the following topics with the club's officers:

- Club Success Plan
- Club's status in the Distinguished Club Program
- Upcoming/scheduled events
- Members interested in serving in leadership positions
- Goals or milestones for the club to achieve

Create a New Report

To create a report, search for a Club Name or Club Number and press "Create."

Create

Active Visit Reports

All Visit Reports

Club Name	Visit Date	Status	Club Number	Area	Division	Files	Edit
-----------	------------	--------	-------------	------	----------	-------	------

Current Round Summary



Complete Not Started

Suspended clubs are not reflected in graph



Extra Tips





Area Director Club Visit Report

CLUB NO.	VISIT DATE	AREA	DIVISION	DISTRICT

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Meeting Observation

Moment of Truth

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 - First Impressions.
 - Membership Orientation.
 - Fellowship, Variety, and Communication.
 - Program Planning and Meeting Organization.
 - Membership Strength.
 - Achievement Recognition.

If possible, go more frequently.

It's most helpful to visit clubs early in the term so that challenges can be addressed sooner rather than later.

Observe each club's strengths and challenges.

Rather than telling club officers how to "fix a problem," assist them in using available resources to create unique solutions for their clubs.

Run for awards and recognition!



KNOCK-KNOCK AWARD

This certificate is awarded to

Irantzu Chinchetru - Area A3 Director

for being the first to complete an Area Visit Report!!!

1st Semester 2022-2023

Claudia Villarreal
Club Growth Director

Pablo Garcia
District Director

KNOCK-KNOCK AWARD


This certificate is awarded to

Ana Carvalho - Division C Director

for the completion of all Area Visit Reports in the Division!!!

1st Semester 2022-2023


Claudia Villarreal
Club Growth Director


Pablo Garcia
District Director

**Your recommendations and support
make a tremendous impact on the
future of the clubs in your area,
empowering club officers to help
members
LEARN, GROW, AND ACHIEVE!**

ENPOWERING VOCES!





**Did you start it already?
Let's go for it!**

TOASTMASTERS
INTERNATIONAL

How to make *your club* more visible

Public Relations Manager – Hanane Bourehiyi



Create a compelling Mission statement

- **Keep it simple**
- **Highlight Club Culture**
- **Include Benefit**



Identify Target audience

TARGET



Use Multiple platforms



Engaging content



Showcase Club Activities



Maximize Website and Emails

- **Update Website Content**

- **Send Club Newsletter**

- **Make a video**



Thank you !

TOASTMASTERS
INTERNATIONAL

IT is what IT is

IT Manager – Fabrício Monteiro

If you could choose a public speaker to be your coach, who would it be?



Who are you?



Who are you?

Mark Twain said it best,

“There are two types of speakers: those that are nervous and those that are liars.”

Who could you be?





No one was born with knowledge...

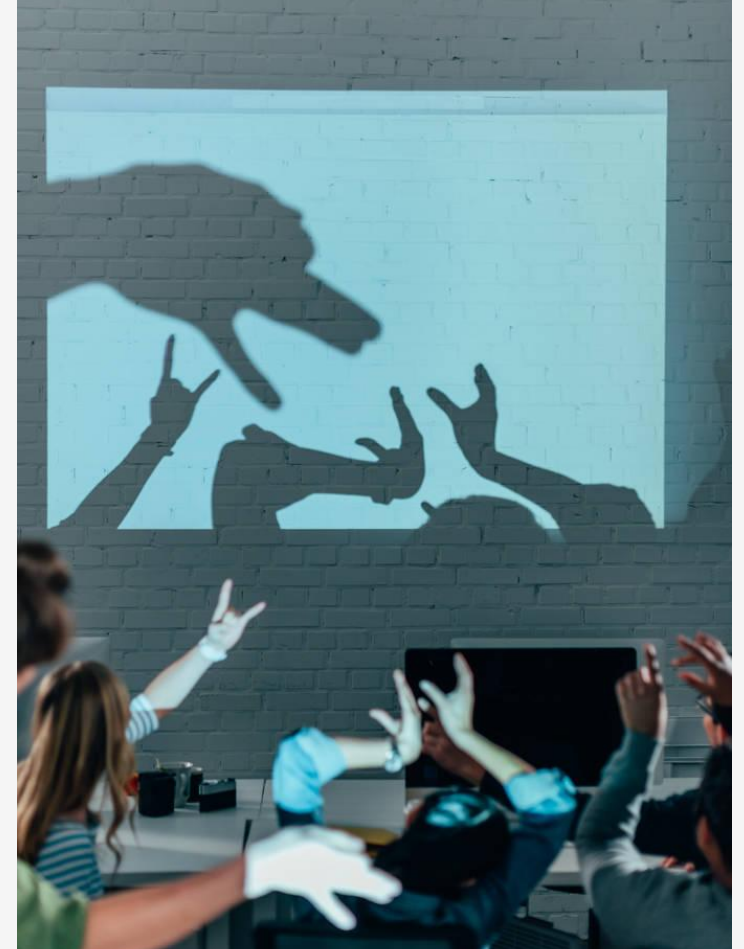


It usually takes more
than three weeks to
prepare a good
impromptu speech.

Mark Twain

Total presentation experience

1. Your presence
2. What you say
3. Your slides
4. Audience interaction
5. Handout

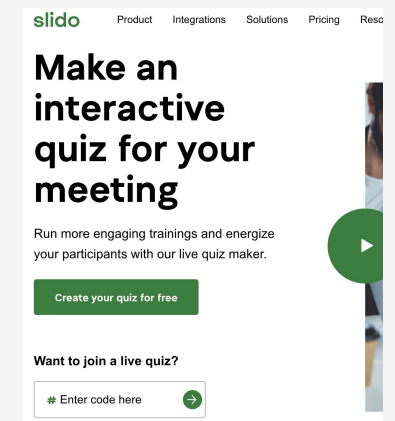
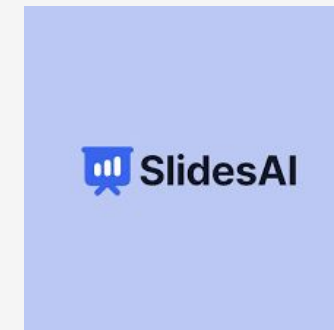
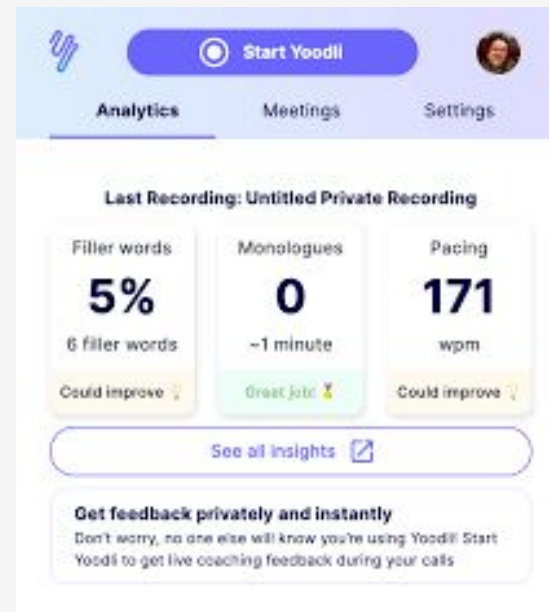
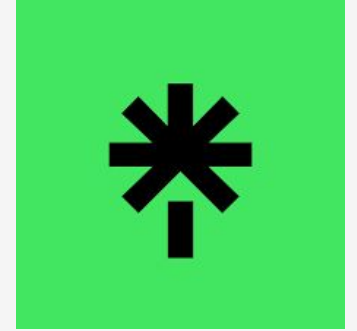


Common list on how to give a great presentation

1. Know Your Audience
2. Prepare Well
3. Write and Stick to a Script
4. Create an Engaging Slide Deck
5. Start Strong
6. Storytelling
7. Simplify Complex Ideas
8. Engage with the Audience
9. Have a Clear Call-to-Action
10. Handle Q&As Carefully

Common list on how to give a great presentation

1. Know Your Audience.
2. Prepare Well
3. Write and Stick to a Script
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5. Start Strong.
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8. Engage with the Audience.
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SlideAI

The screenshot shows a Google Slides presentation titled "Apresentação de diapositivos". The SlideAI extension menu is open, showing options: "Suplementos", "Apps Script", "SlidesAI.io - Create Slides With AI", "Generate Slides", "Magic Write", and "Ajuda". The "Generate Slides" option is selected. The slide content includes a title "Purpose & Engagement" and a bulleted list:

- Importance of engaging participants online and offline
- Benefits of creating a fun and memorable experience
- Using humor to captivate the audience
- Teaching a funny way to engage

Below the slide, the "Magic Write" interface is visible, showing a text input field with the text: "Engaging participants both online and offline is essential and creating a memorable experience is a way to do this." Below the input are buttons for "Preview", "Copy", and "Use This".

The screenshot shows the "Generate Slides With SlidesAI.io" web interface. The "Text" tab is selected, and the "Your Own Text" option is chosen. The "Enter Text" field contains the text: "Please enter at least 350 characters for better results. Your current character limit is 2500, You can upgrade for a higher character limit". The "Presentation Type" dropdown is set to "General", and the "No. of Slides" dropdown is set to "Auto". The "Add Title and Thank you Slide", "Add Images", and "Summarize Text" options are checked. The "0 characters (How does it work?)" text is visible at the bottom of the input field.

Yoodli

The dashboard features a top navigation bar with the Yoodli logo, a 'Start Yoodli' button, and a user profile picture. Below this is a secondary navigation bar with 'Analytics', 'Meetings', and 'Settings' tabs. The main content area displays 'Last Recording: Untitled Private Recording' with three key metrics: 'Filler words' at 5% (6 filler words, 'Could improve'), 'Monologues' at 0 (~1 minute, 'Great job!'), and 'Pacing' at 171 wpm ('Could improve'). A 'See all insights' button is located below these metrics. At the bottom, a call to action reads 'Get feedback privately and instantly' with a sub-message: 'Don't worry, no one else will know you're using Yoodli! Start Yoodli to get live coaching feedback during your calls.'

The onboarding screen greets the user 'Hi Fabrício!' and shows a '1 day streak'. It is divided into two main sections. The left section, 'Yoodli for your team', explains that Yoodli joins meetings as a participant to provide feedback. It includes a text input field for a meeting link (example: 'us05web.zoom.us/j/1234abcd') and a 'Join' button. The right section, 'Finish Setting Up Yoodli', lists tasks: 'Sign up' (checked), 'Download the desktop app' (checked), 'Connect your calendar' (3 steps), and 'Use the desktop app on your next online meeting' (checked). The 'Connect your calendar' step includes buttons for 'Google Calendar' and 'Outlook Calendar'.

The 'FOCUS ANALYTICS' section has tabs for 'Filler Words', 'Pacing', and 'Talk Time'. The 'Filler Words' tab is active, showing an 'Overall Average' of 2.7% and a 'Next Step' to use fewer filler words. A line chart displays 'Target average' (green line at 3%) and 'Daily averages' (purple dots). A single data point for '16 Sept' is shown at approximately 2.7%. A list of 'Most used filler words' includes 'uh', 'um', and 'okay'. A green callout box at the bottom says: 'Keep using Yoodli to get your trends over time. The more you Yoodle, the better!'

Yoodli

My focus analytics

Choose up to 4 analytics to focus improving on. You can change them any time!

Filler Words Pacing Talk Time

- + Eye Contact** ^
Good eye contact communicates respect, interest, and confidence. Online, this equates to looking at the camera.
PRESENCE
- + Centering** v
- Pacing** v
- » LISTENING** v
- Talk Time** v

yoodli <

Practice

- Home
- Dashboard
- Library
- Games
- Refer a Friend

Practice

- Metaphor Mania** 🏆
Lateral Thinking
Conciseness Agility
Quickly build analogies without letting the pressure affect you
Start Playing
- Spin a Yarn** 🏆
Articulation Structure
Lateral Thinking
Maintain your train of thought with plot twists along the way
Start Playing
- No Filler** 🏆
Filler Words
Articulation Structure
Speak without using filler words like 'um', 'like', and 'so'
Start Playing
- Storyteller (Beta)** 🏆
Articulation Structure
Lateral Thinking
Tell a creative story with the help of your AI co-author
Start Playing

Actionable steps

Zoom account

Google Cloud Account

Yoodli

Canva pro

Reach out to us

Mail accounts for District 107

Website: www.tmdistrict107.org

Local websites: D107

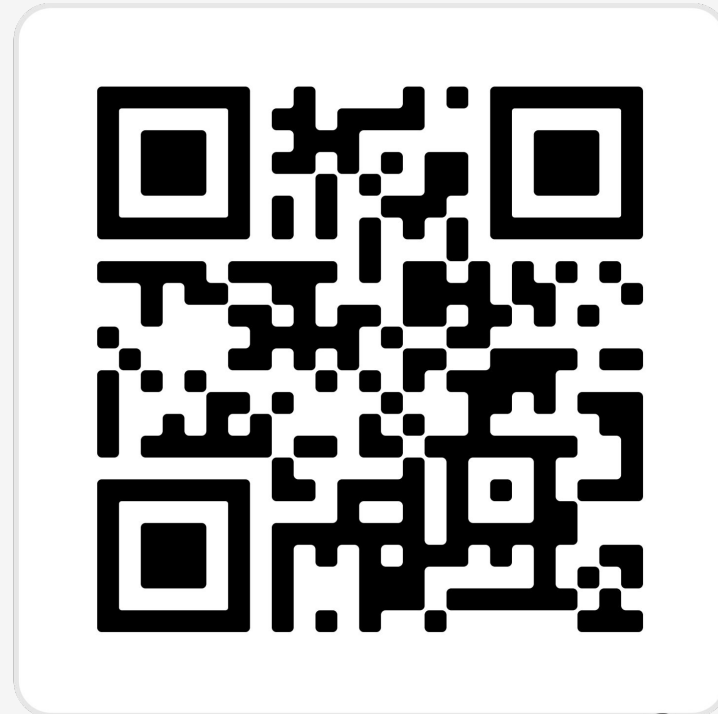
Zoom Meeting

Google Cloud

For website and teams

EasySpeak

WhatsApp groups



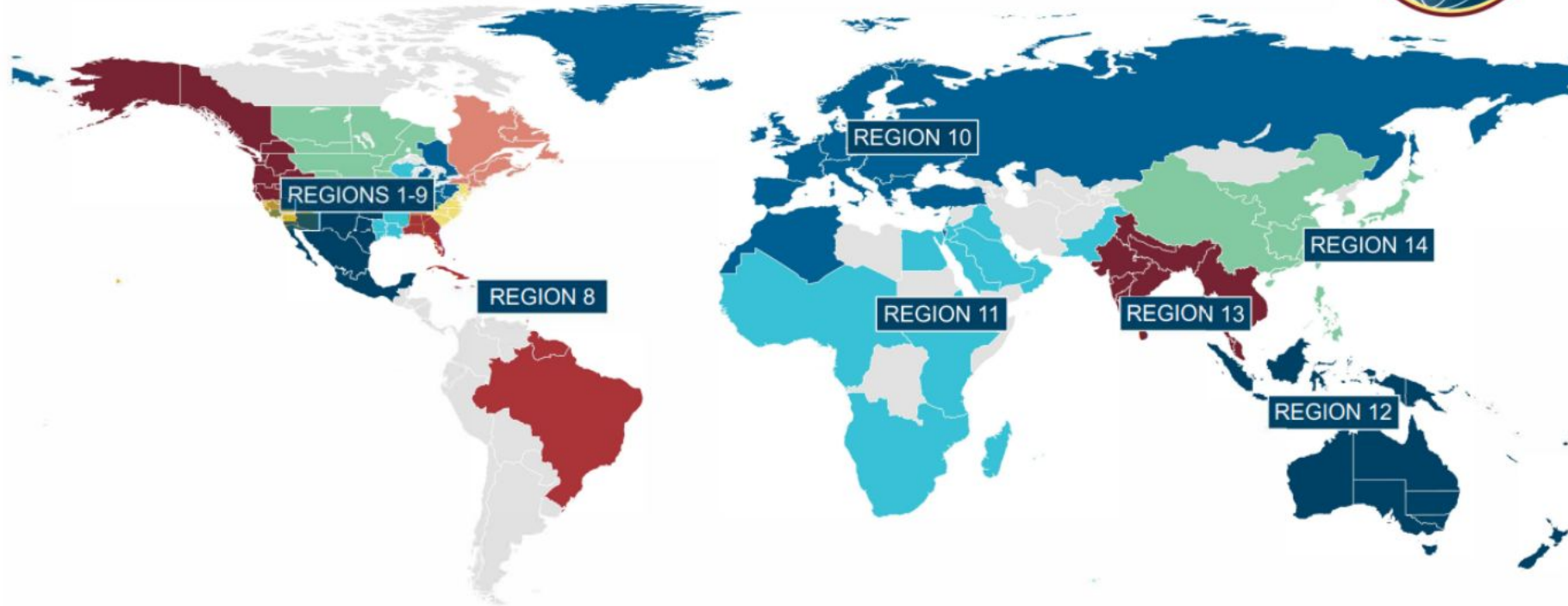
SCAN ME

TOASTMASTERS
INTERNATIONAL

Down Memory Lane

District Alignment Manager – Sérgio Águia

Toastmasters Districts



Regions 1-9
(See detailed map
for Districts)

Region 10
59, 71, 91, 95,
107, 108, 109, 110

Region 11
20, 74, 79, 94, 104, 105,
114, 116, 122P, 127

Region 12
17, 69, 70, 72,
73, 87, 90, 112

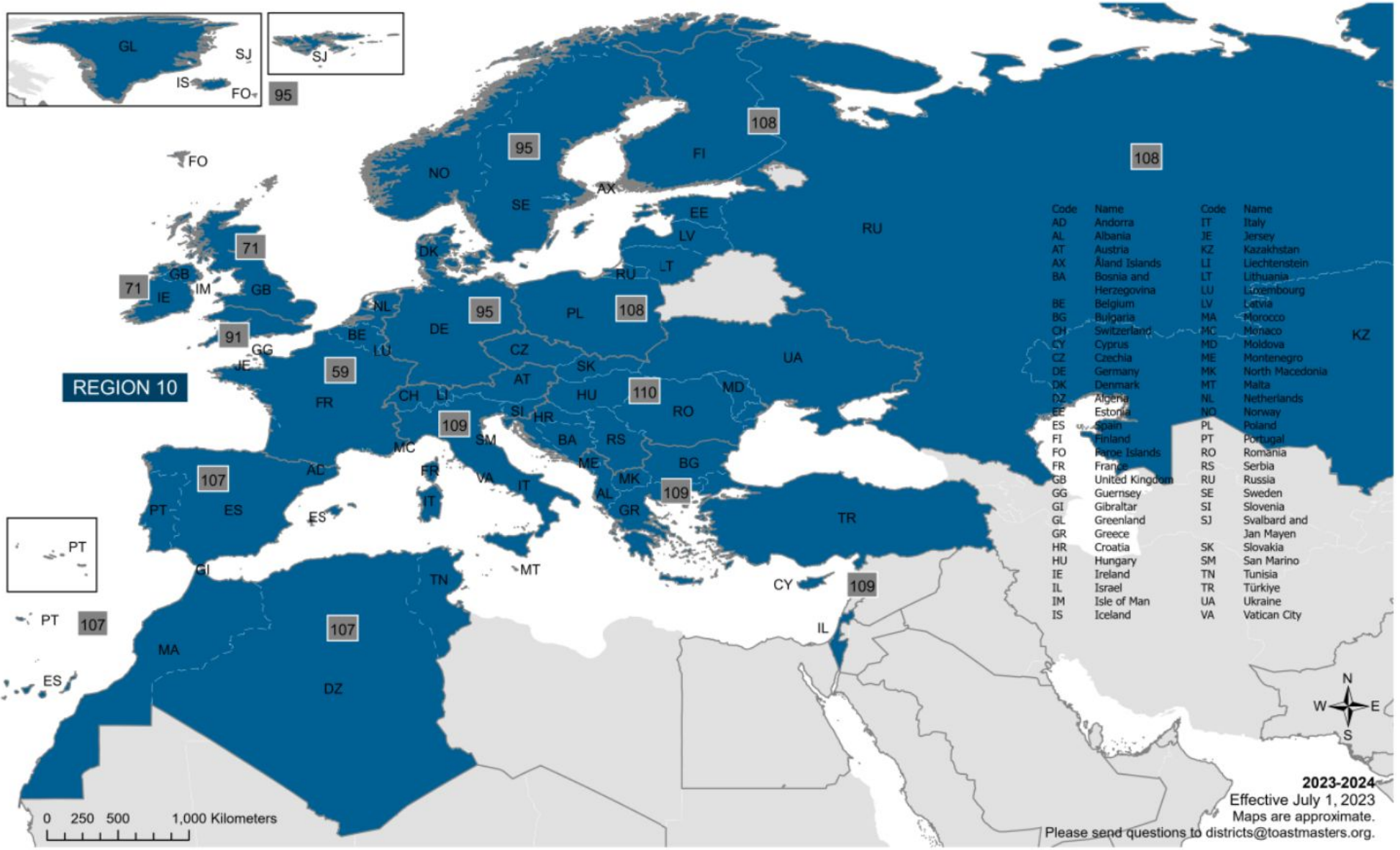
Region 13
41, 51, 80, 82, 92, 97P, 98,
102, 120, 121, 124, 125, 126

Region 14
67, 75, 76, 85, 88,
89, 93, 118, 128

Maps are approximate. Please send questions to districts@toastmasters.org.
View an [accessible version of the data here](#).

2023-2024
Effective July 1, 2023

280 000+ members | 15 800 clubs | 149 countries



DISTRICT 107 2023/24

- Andorra	0
- Spain	44
- Portugal	37
- Gibraltar	1
- Morocco	8
- Algeria	0
- Tunisia	1
- Online	2
outside D107	89



Rules for the Divisions and Areas Alignment

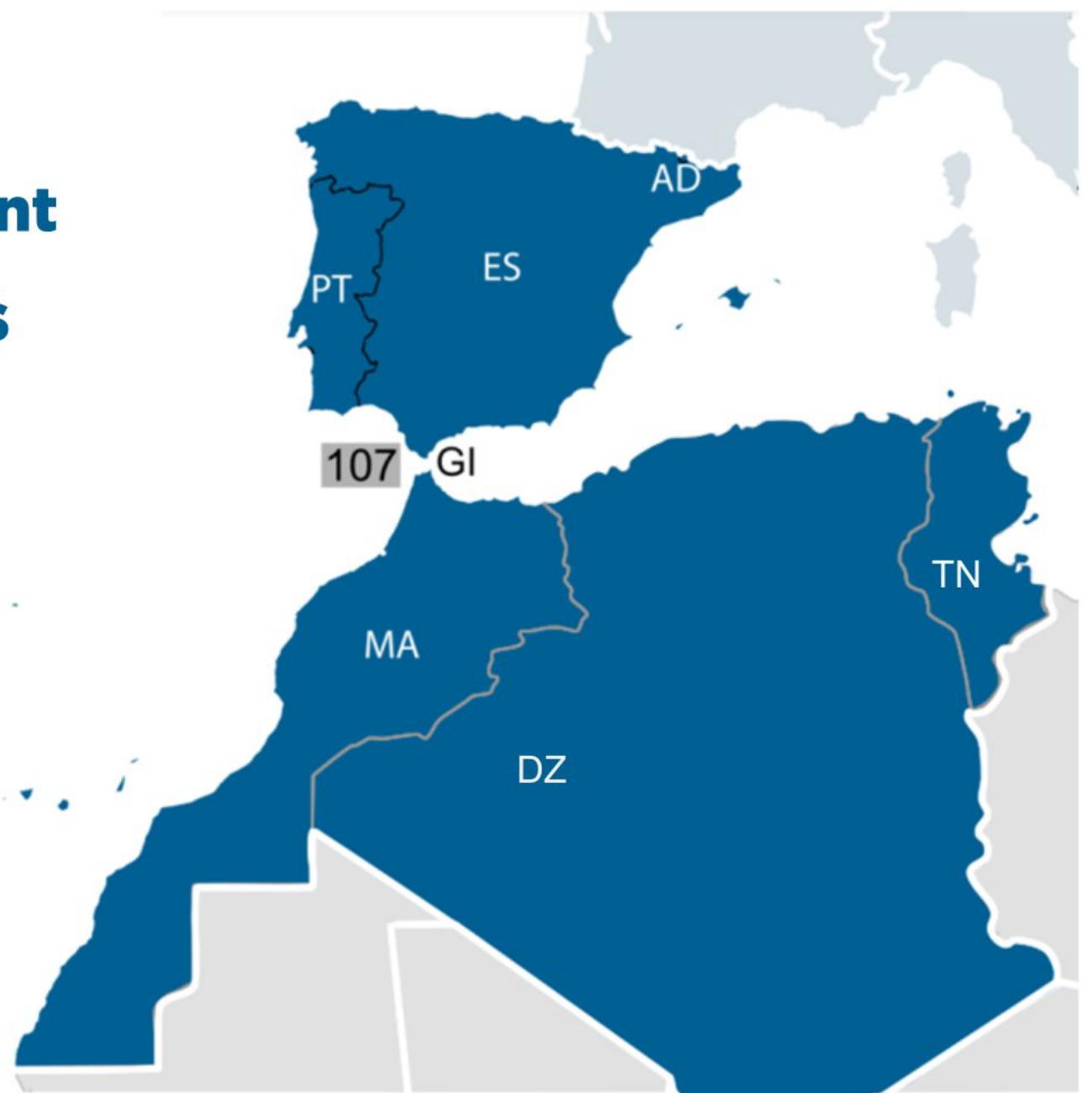
DIVISION: 3 or more Areas

AREA: 4 - 6 Clubs

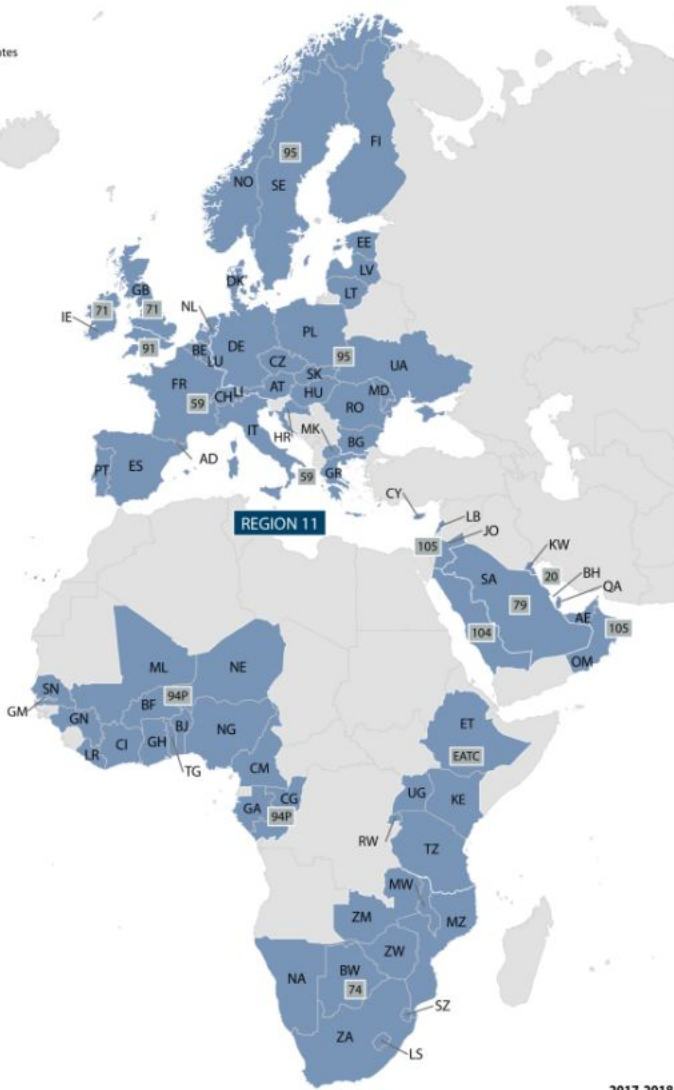
Minimum: 3 Clubs + 1 Prospective

Information to be taken into account in the alignment:

- Growth / Loss
- Leads and Prospective Clubs
- Geographical location
- Community / Corporate
- Strength / Weakness



- Code Country
- AD Andorra
- AE United Arab Emirates
- AT Austria
- BE Belgium
- BF Burkina Faso
- BG Bulgaria
- BH Bahrain
- BJ Benin
- BW Botswana
- CG Congo
- CH Switzerland
- CI Côte d'Ivoire
- CM Cameroon
- CY Cyprus
- CZ Czech Republic
- DE Germany
- DK Denmark
- EE Estonia
- ES Spain
- ET Ethiopia
- FI Finland
- FR France
- GA Gabon
- GB United Kingdom
- GH Ghana
- GM Gambia
- GN Guinea
- GR Greece
- HR Croatia
- HU Hungary
- IE Ireland
- IT Italy
- JO Jordan
- KE Kenya
- KW Kuwait
- LB Lebanon
- LI Liechtenstein
- LR Liberia
- LS Lesotho
- LT Lithuania
- LU Luxembourg
- LV Latvia
- MD Moldova
- MK Macedonia
- ML Mali
- MW Malawi
- MZ Mozambique
- NA Namibia
- NE Niger
- NG Nigeria
- NL Netherlands
- NO Norway
- OM Oman
- PL Poland
- PT Portugal
- QA Qatar
- RO Romania
- RW Rwanda
- SA Saudi Arabia
- SE Sweden
- SK Slovakia
- SN Senegal
- SZ Swaziland
- TG Togo
- TZ Tanzania
- UA Ukraine
- UG Uganda
- ZA South Africa
- ZM Zambia
- ZW Zimbabwe



Maps are approximate. Please send questions to districts@toastmasters.org.

2017-2018
Effective July 1, 2017

DISTRICT 59 2017-18

Div. A - France	24
Div. B - France / Belgium / Luxemburg	33
Div. C - The Netherlands	25
Div. D - Lisbon and South of Portugal	11
Div. E - Switzerland	17
Div. F - France	15
Div. G - Italy and Greece	31
Div. H - Spain - Center / North / South	28
Div. I - Switzerland	12
Div. J - Switzerland	15
Div. K - Spain - East Coast of Spain	20
Div. L - Portugal - Center and North	16
Div. M - Lisbon metro. area and Madeira	13
Div. N - The Netherlands	16
	276



DISTRICT 107 - 2018-19



2018-19

2019-20

2020-21

2021-22

2022-23

2023-24
(16 - Sept. 2023)

DIV. A



DIV. B



DIV. C



DIV. D



DIV. E



DIV. F



2018-19

2019-20

2020-21

2021-22

2022-23

2023-24
(16 - Sept. 2023)

DIV. A



- AREA 1**
Madrid Toastmasters Club
PMI - Madrid
Cibeles
NATURGY TM Madrid
Red Hat Madrid
- AREA 2**
Nova Com. Bil. TM In Madrid
Ericsson Madrid R&D
Ericsson Torresuecia
La Salle Campus Madrid TM
- AREA 3**
Standing Ovation
Excelencia Toastmasters
Airbus Speakers Getafe
Madrid Advanced Speakers
CNH Industrial Madrid
- AREA 4**
Toastmasters Bilbao
Vitoria-Gasteiz Toastmasters
Zaragoza
Toastmasters Burgos
- AREA 5**
Altamira
Sardinero
SofCloudit An Ingram Micro C.
Asociación TM Club Sinergia
Asturias Toastmasters Club
- AREA 6**
Achievers Club
Oracle Malaga
Ericsson Malaga TM
Aertec Solutions TM Malaga
- AREA 7**
Toastmasters Málaga
Toastmasters Sevilla
Toastmasters Granada

- AREA 1**
Madrid Toastmasters Club
Ericsson Madrid R&D
Madrid Advanced Speakers
Red Hat Madrid
- AREA 2**
Nova Com. Bil. TM In Madrid
PMI - Madrid
La Salle Campus Madrid TM
CNH Industrial Madrid
Cisco Spain TM Club
- AREA 3**
Standing Ovation
Excelencia Toastmasters
Airbus Speakers Getafe
Cibeles
Amazon Toastmasters Madrid
- AREA 4**
Toastmasters Bilbao
Vitoria-Gasteiz Toastmasters
Zaragoza
Toastmasters Burgos
Club TM Valladolid (Spain)
- AREA 5**
Altamira
Sardinero
Ingram Micro Santander
Compostela Toastmasters
Asturias Toastmasters Club
Toastmasters Vigo

- AREA 1**
Madrid Toastmasters Club
Ericsson Madrid R&D
PMI - Madrid
Madrid Advanced Speakers
- AREA 2**
Nova Com. Bil. TM In Madrid
Cibeles
La Salle Campus Madrid TM
Cisco Spain Toastmasters Club
- AREA 3**
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Amazon Toastmasters Madrid
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Toastmasters Burgos
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Sardinero
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Compostela Toastmasters
Asturias Toastmasters Club
Toastmasters Vigo

- AREA 1**
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PMI - Madrid
Madrid Advanced Speakers
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Cibeles
La Salle Campus Madrid TM
Cisco Spain Toastmasters Club
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Altamira
Sardinero
Ingram Micro Santander
Compostela Toastmasters
Asturias Toastmasters Club
Toastmasters Vigo

- AREA 1**
Madrid Toastmasters Club
Nova Madrid Toastmasters
Ericsson Madrid R&D
Madrid Advanced Speakers
- AREA 2**
Standing Ovation
Excelencia Toastmasters
Airbus Speakers Getafe
La Salle Campus Madrid TM
- AREA 3**
Toastmasters Bilbao
Vitoria-Gasteiz Toastmasters
Zaragoza
Toastmasters Burgos
Club TM Valladolid (Spain)
- AREA 4**
Altamira
Sardinero
Ingram Micro Santander
Asturias Toastmasters Club
Toastmasters Vigo

- AREA 1**
Madrid Toastmasters Club
Nova Madrid Toastmasters
Ericsson Madrid R&D
Madrid Advanced Speakers
- AREA 2**
Excelencia Toastmasters
Airbus Speakers Getafe
La Salle Campus Madrid TM
- AREA 3**
Toastmasters Bilbao
Vitoria-Gasteiz Toastmasters
Zaragoza
Toastmasters Burgos
Club TM Valladolid (Spain)
- AREA 4**
Altamira
Sardinero
Ingram Micro Santander
Asturias Toastmasters Club
Toastmasters Vigo

NO CHANGES ●

CLUB CHANGE AREA ●

WILL NOT REACH 2023-24 ●

CHARTERED CLUB ●

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24
(16 - Sept. 2023)

DIV.
A



AREA 1
- Madrid Toastmasters Club

AREA 1
- Madrid Toastmasters Club
- Ericsson Madrid R&D

AREA 1
- Madrid Toastmasters Club
- Ericsson Madrid R&D

AREA 1
- Madrid Toastmasters Club
- Ericsson Madrid R&D

AREA 1
- Madrid Toastmasters Club
- Ericsson Madrid R&D

AREA 1
- Madrid Toastmasters Club
- Ericsson Madrid R&D

AREA 2
- Ericsson Madrid R&D

AREA 2

AREA 2

AREA 2

AREA 2

AREA 2

AREA 3

AREA 3

AREA 3

AREA 3

AREA 3
- Vitoria-Gasteiz Toastmasters

AREA 3
- Vitoria-Gasteiz Toastmasters

AREA 4
- Vitoria-Gasteiz Toastmasters

AREA 4
- Vitoria-Gasteiz Toastmasters

AREA 4
- Vitoria-Gasteiz Toastmasters

AREA 4
- Vitoria-Gasteiz Toastmasters

AREA 4
- Asturias Toastmasters Club

AREA 4
- Asturias Toastmasters Club

AREA 5
- Asturias Toastmasters Club

AREA 5
- Asturias Toastmasters Club

AREA 5
- Asturias Toastmasters Club

AREA 5
- Asturias Toastmasters Club

- DivD. A - Irantzu Chinchetru
- AD A1 - Elena Errazuriz
- AD A2 - Marisa Rey Martin
- AD A3 - Maria Alesanco
- AD A4 - Gabriel Balsera

- Vitoria-Gasteiz Toastmasters
- Madrid Toastmasters Club
- Ericsson Madrid R&D
- Vitoria-Gasteiz Toastmasters
- Asturias Toastmasters Club

- A4 - A4 - A4 - A4 - A3 - A3
- A3 - A1 - A1 - A1 - A1 - A1
- A2 - A1 - A1 - A1 - A1 - A1
- A4 - A4 - A4 - A4 - A3 - A3
- A5 - A5 - A5 - A5 - A4 - A4

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24
(16 - Sept. 2023)

DIV.
B



AREA 1
Mallorca Wordsmiths TM Club
Prestigious Speakers Club
HP Toastmasters Barcelona
Sant Cugat Toastmasters

AREA 1
Mallorca Wordsmiths TM Club
Prestigious Speakers Club
HP Toastmasters Barcelona
Sant Cugat Toastmasters

AREA 1
Mallorca Wordsmiths TM Club
Prestigious Speakers Club
HP Toastmasters Barcelona
Sant Cugat Toastmasters

AREA 1
Mallorca Wordsmiths TM Club
Prestigious Speakers Club
HP Toastmasters Barcelona
Sant Cugat Toastmasters

AREA 1
Mallorca Wordsmiths TM Club
Prestigious Speakers Club
HP Toastmasters Barcelona
Sant Cugat Toastmasters
22@ Barcelona Toastmasters

AREA 1
Mallorca Wordsmiths TM Club
Prestigious Speakers Club
HP Toastmasters Barcelona
Sant Cugat Toastmasters
22@ Barcelona Toastmasters

AREA 2
Barcelona Toastmasters Club
Sagrada Familia TM Club
Diagonal Mar Toastmasters
SOM-HI Toastmasters Club

AREA 2
Barcelona Toastmasters Club
Sagrada Familia TM Club
Diagonal Mar Toastmasters
SOM-HI Toastmasters Club

AREA 2
Barcelona Toastmasters Club
Sagrada Familia TM Club
Diagonal Mar Toastmasters
SOM-HI Toastmasters Club

AREA 2
Barcelona Toastmasters Club
Sagrada Familia TM Club
Diagonal Mar Toastmasters
SOM-HI Toastmasters Club

AREA 2
Barcelona Toastmasters Club
Sagrada Familia TM Club
Diagonal Mar Toastmasters
SOM-HI Toastmasters Club
ADP Barcelona Toastmasters
Maresme Toastmasters Club

AREA 2
Barcelona Toastmasters Club
Sagrada Familia TM Club
Diagonal Mar Toastmasters
SOM-HI Toastmasters Club
ADP Barcelona Toastmasters
Maresme Toastmasters Club

AREA 3
BCN Pride Toastmasters
EADA Toastmasters
Agora Almeda Barcelona
Youth Toastmasters

AREA 3
BCN Pride Toastmasters
EADA Toastmasters
Agora Almeda Barcelona
Youth Toastmasters

AREA 3
BCN Pride Toastmasters
Success Toastmasters Club
Agora Almeda Barcelona
Youth Toastmasters

AREA 3
BCN Pride Toastmasters
Success Toastmasters Club
Agora Almeda Barcelona
Youth Toastmasters

AREA 3
BCN Pride Toastmasters
Success Toastmasters Club
Agora Almeda Barcelona
Youth Toastmasters
VMWare Toastmasters Club

AREA 3
BCN Pride Toastmasters
Success Toastmasters Club
Agora Almeda Barcelona
Youth Toastmasters
VMWare Toastmasters Club

AREA 4
22@ Barcelona Toastmasters
ADP Barcelona Toastmasters
Schibsted Barcelona TM
ServiZurich Barcelona

AREA 4
22@ Barcelona Toastmasters
ADP Barcelona Toastmasters
ServiZurich Barcelona

AREA 4
22@ Barcelona Toastmasters
ADP Barcelona Toastmasters
ServiZurich Barcelona

AREA 4
22@ Barcelona Toastmasters
ADP Barcelona Toastmasters

AREA 5
Las Palmeras Speakers Club
Valencia Toastmasters
Alicante Speakers Club
Marina Speakers

NO CHANGES ●

CLUB CHANGE AREA ●

WILL NOT REACH 2023-24 ●

CHARTERED CLUB ●

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24
(16 - Sept. 2023)

DIV. B



AREA 1
- Sant Cugat Toastmasters

AREA 1
- Sant Cugat Toastmasters

AREA 1
- Sant Cugat Toastmasters

AREA 1
- Sant Cugat Toastmasters

AREA 1
- Sant Cugat Toastmasters
- 22@ Barcelona Toastmasters

AREA 1
- Sant Cugat Toastmasters
- 22@ Barcelona Toastmasters

AREA 2
- Barcelona Toastmasters Club

AREA 2
- Barcelona Toastmasters Club

AREA 2
- Barcelona Toastmasters Club

AREA 2
- Barcelona Toastmasters Club

AREA 2
- Barcelona Toastmasters Club

AREA 2
- Barcelona Toastmasters Club

AREA 3

AREA 3

AREA 3
- Success Toastmasters Club

AREA 3
- Success Toastmasters Club

AREA 3
- Success Toastmasters Club

AREA 3
- Success Toastmasters Club

AREA 4
- 22@ Barcelona Toastmasters

AREA 4
- 22@ Barcelona Toastmasters

AREA 4
- 22@ Barcelona Toastmasters

AREA 4
- 22@ Barcelona Toastmasters

- DivD. B - Janine de la Fuente
 - AD B1 - Teresa Bertrand
 - AD B2 - Berta Cots
 - AD B3 - Dulce Garcia
- 22@ Barcelona Toastmasters
Sant Cugat Toastmasters
Barcelona Toastmasters Club
Success Toastmasters Club
- B4 - B4 - B4 - B4 - B1 - B1
B1 - B1 - B1 - B1 - B1 - B1
B2 - B2 - B2 - B2 - B2 - B2
B3 - B3 - B3 - B3

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24
(16 - Sept. 2023)

DIV.
C



4 AREAS



4 AREAS



4 AREAS



4 AREAS



4 AREAS



4 AREAS

AREA 1
Oporto Toastmasters Club
Braga Toastmasters
Mind Business TM Club
Viana Toastmasters
 Compostela Toastmasters
 Toastmasters Vigo

AREA 1
Oporto Toastmasters Club
Braga Toastmasters
Mind Business TM Club
Viana Toastmasters

AREA 1
Oporto Toastmasters Club
Braga Toastmasters
Mind Business TM Club
Viana Toastmasters

AREA 1
Oporto Toastmasters Club
Braga Toastmasters
Mind Business TM Club
Viana Toastmasters

AREA 1
Oporto Toastmasters Club
Braga Toastmasters
Mind Business TM Club
Viana Toastmasters
Famalicão TM Club

AREA 1
Oporto Toastmasters Club
Braga Toastmasters
Mind Business TM Club
Viana Toastmasters
Famalicão TM Club

AREA 2
Coimbra Toastmasters Club
 Viseu Toastmasters Club
Figueira da Foz TM Club
Cantanhede TM Club

AREA 2
Coimbra Toastmasters Club
 Viseu Toastmasters Club
Figueira da Foz TM Club
Cantanhede TM Club

AREA 2
Coimbra Toastmasters Club
 Viseu Toastmasters Club
Figueira da Foz TM Club
Cantanhede TM Club

AREA 2
Coimbra Toastmasters Club
 Viseu Toastmasters Club
Figueira da Foz TM Club
Cantanhede TM Club

AREA 2
Coimbra Toastmasters Club
Figueira da Foz TM Club
Cantanhede TM Club

AREA 2
Coimbra Toastmasters Club
Figueira da Foz TM Club
Cantanhede TM Club

AREA 3
Leiria Toastmasters Club
 Marinha Grande TM Club
Torres Novas TM Club
Porto De Mos TM Club

AREA 3
Leiria Toastmasters Club
 Marinha Grande TM Club
Torres Novas TM Club
Porto De Mos TM Club

AREA 3
Leiria Toastmasters Club
 Marinha Grande TM Club
Torres Novas TM Club
Porto De Mos TM Club

AREA 3
Leiria Toastmasters Club
 Marinha Grande TM Club
Torres Novas TM Club
Porto De Mos TM Club

AREA 3
Leiria Toastmasters Club
Torres Novas TM Club
Porto De Mos TM Club

AREA 3
Leiria Toastmasters Club
Torres Novas TM Club
Porto De Mos TM Club

AREA 4
Clube TM de Aveiro (CLUTA)
 Tecmaia Toastmasters Club
Invicta Toastmasters Club
 EDP Toastmasters Club
 Bairrada Toastmasters Club

AREA 4
Clube TM de Aveiro (CLUTA)
 Tecmaia Toastmasters Club
Invicta Toastmasters Club
 Bairrada Toastmasters Club
 Douro Toastmasters Club

AREA 4
Clube TM de Aveiro (CLUTA)
 Tecmaia Toastmasters Club
Invicta Toastmasters Club
Douro Toastmasters Club

AREA 4
Clube TM de Aveiro (CLUTA)
 Tecmaia Toastmasters Club
Invicta Toastmasters Club
Douro Toastmasters Club

AREA 4
Clube TM de Aveiro (CLUTA)
Invicta Toastmasters Club
Douro Toastmasters Club

AREA 4
Clube TM de Aveiro (CLUTA)
Invicta Toastmasters Club
Douro Toastmasters Club

NO CHANGES

CLUB CHANGE AREA

WILL NOT REACH 2023-24

CHARTERED CLUB

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24
(16 - Sept. 2023)

DIV.
C



4 AREAS

AREA 1
- Oporto Toastmasters Club

AREA 2
- Coimbra Toastmasters Club

AREA 3
- Torres Novas TM Club

AREA 4
- Invicta Toastmasters Club



4 AREAS

AREA 1
- Oporto Toastmasters Club

AREA 2
- Coimbra Toastmasters Club

AREA 3
- Torres Novas TM Club

AREA 4
- Invicta Toastmasters Club



4 AREAS

AREA 1
- Oporto Toastmasters Club

AREA 2
- Coimbra Toastmasters Club

AREA 3
- Torres Novas TM Club

AREA 4
- Invicta Toastmasters Club



4 AREAS

AREA 1
- Oporto Toastmasters Club

AREA 2
- Coimbra Toastmasters Club

AREA 3
- Torres Novas TM Club

AREA 4
- Invicta Toastmasters Club



4 AREAS

AREA 1
- Oporto Toastmasters Club

AREA 2
- Coimbra Toastmasters Club

AREA 3
- Torres Novas TM Club

AREA 4
- Invicta Toastmasters Club



4 AREAS

AREA 1
- Oporto Toastmasters Club

AREA 2
- Coimbra Toastmasters Club

AREA 3
- Torres Novas TM Club

AREA 4
- Invicta Toastmasters Club

- DivD C - Mafalda Guimarães
- AD C1 - Beatriz Macedo
- AD C2 - Inês Marques
- AD C3 - Pedro Moisés
- AD C4 - Rafael Marques

Invicta Toastmasters Club
Oporto Toastmasters Club
Coimbra Toastmasters Club
Torres Novas TM Club
Invicta Toastmasters Club

C4 - C4 - C4 - C4 - C4 - C4
C1 - C1 - C1 - C1 - C1 - C1
C2 - C2 - C2 - C2 - C2 - C2
C3 - C3 - C3 - C3 - C3 - C3
C4 - C4 - C4 - C4 - C4 - C4

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24

(16 - Sept. 2023)

DIV. D



AREA 1
Lisbon Toastmasters Club
 Lisbon MBA Toastmasters
 Novabase Toastmasters
 PM Portugal Toastmasters
 Toastmasters@Galp
 Evertoast Everis TM Club

AREA 1
Lisbon MBA Toastmasters
 Novabase Toastmasters
 PM Portugal Toastmasters
 Toastmasters@Galp
 Evertoast Everis TM Club

AREA 1
Lisbon Toastmasters Club
 Lisbon MBA Toastmasters
 Novabase Toastmasters
 PM Portugal Toastmasters
 Toastmasters@Galp

AREA 1
Lisbon Toastmasters Club
 Lisbon MBA Toastmasters
 Axians Toastmasters
 PM Portugal Toastmasters

AREA 1
Lisbon Toastmasters Club
 Lisbon MBA Toastmasters
 Axians Toastmasters
 PM Portugal Toastmasters

AREA 1
Lisbon Toastmasters Club
 Lisbon MBA Toastmasters
 Axians Toastmasters
 PM Portugal Toastmasters

AREA 2
 Vasco Da Gama TM Club
 Lisboa Oriente Toastmasters
 Almada Com. Leaders
 Setubal Toastmasters Club

AREA 2
Lisbon Toastmasters Club
 Vasco da Gama TM Club
 Lisboa Oriente Toastmasters
 Almada Com. Leaders
 Setubal Toastmasters Club
 RioSado

AREA 2
 Vasco da Gama TM Club
 Lisboa Oriente Toastmasters
 Almada Com. Leaders
 Setubal Toastmasters Club
 Evertoast Everis TM Club

AREA 2
 Vasco da Gama TM Club
 Lisboa Oriente Toastmasters
 Almada Com. Leaders
 Setubal Toastmasters Club
Bissau Toastmasters Club

AREA 2
 Vasco da Gama TM Club
 Lisboa Oriente Toastmasters
 Almada Com. Leaders
 Setubal Toastmasters Club
 Bissau Toastmasters Club

AREA 2
 Vasco da Gama TM Club
 Lisboa Oriente Toastmasters
 Almada Com. Leaders
 Setubal Toastmasters Club
 Bissau Toastmasters Club

AREA 3
 Algarve Toastmasters Club
 Portimao Toastmasters Club
 Albufeira Toastmasters

AREA 3
 Algarve Toastmasters Club
 Portimao Toastmasters Club
 Albufeira Toastmasters

AREA 3
 Algarve Toastmasters Club
 Portimao Toastmasters Club
 Albufeira Toastmasters
RioSado

AREA 3
 Algarve Toastmasters Club
 Portimao Toastmasters Club
 Albufeira Toastmasters
RioSado

AREA 3
 Algarve Toastmasters Club
 Portimao Toastmasters Club
 Albufeira Toastmasters
RioSado

AREA 3
 Algarve Toastmasters Club
 Portimao Toastmasters Club
 Albufeira Toastmasters
RioSado

NO CHANGES ●

CLUB CHANGE AREA ●

WILL NOT REACH 2023-24 ●

CHARTERED CLUB ●

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24
(16 - Sept. 2023)

DIV.
D



3 AREAS

AREA 1
- Lisbon MBA Toastmasters
- PM Portugal Toastmasters

AREA 2
- Vasco Da Gama TM Club

AREA 3
- Algarve Toastmasters Club



3 AREAS

AREA 1
- Lisbon MBA Toastmasters
- PM Portugal Toastmasters

AREA 2
- Vasco Da Gama TM Club

AREA 3
- Algarve Toastmasters Club



3 AREAS

AREA 1
- Lisbon MBA Toastmasters
- PM Portugal Toastmasters

AREA 2
- Vasco Da Gama TM Club

AREA 3
- Algarve Toastmasters Club



3 AREAS

AREA 1
- Lisbon MBA Toastmasters
- PM Portugal Toastmasters

AREA 2
- Vasco Da Gama TM Club

AREA 3
- Algarve Toastmasters Club



3 AREAS

AREA 1
- Lisbon MBA Toastmasters
- PM Portugal Toastmasters

AREA 2
- Vasco Da Gama TM Club

AREA 3
- Algarve Toastmasters Club



3 AREAS

AREA 1
- Lisbon MBA Toastmasters
- PM Portugal Toastmasters

AREA 2
- Vasco Da Gama TM Club

AREA 3
- Algarve Toastmasters Club

● DivD. D - Izidro Sousa



● AD D1 - Rui Domingos

● AD D2 - Francisco Sampaio

● AD D3 - Denise Simão

PM Portugal Toastmasters

Lisbon MBA Toastmasters

PM Portugal Toastmasters

Vasco da Gama TM Club

Algarve Toastmasters Club

D1 - D1 - D1 - D1 - D1 - D1

D1 - D1 - D1 - D1 - D1 - D1

D1 - D1 - D1 - D1 - D1 - D1

D2 - D2 - D2 - D2 - D2 - D2

D3 - D3 - D3 - D3 - D3 - D3

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24
(16 - Sept. 2023)

DIV.
E



AREA 1
 Business Speakers TM Club
 Funchal Toastmasters Club
 Torres Toastmasters Club
 Advanced TM Runners

AREA 1
 Business Speakers TM Club
 Torres Toastmasters Club
 Advanced TM Runners
 International Speakers

AREA 1
 Business Speakers TM Club
 Torres Toastmasters Club
 Advanced TM Runners
 International Speakers

AREA 1
 Business Speakers TM Club
 Advanced TM Runners
 International Speakers

AREA 1
 Business Speakers TM Club
 Advanced TM Runners
 International Speakers

AREA 1
 Business Speakers TM Club
 Advanced TM Runners
 International Speakers

AREA 2
 Young Entrepreneurs TM Club
 Pessoa e Companhia TM Club
 Oeiras Toastmasters Club
 Lagoas Speakers TM Club
 Quinta da Fonte Toastmasters

AREA 2
 Young Entrepreneurs TM Club
 Lagoas Speakers TM Club
 Quinta da Fonte Toastmasters
 Nokia Lisbon TM Club
 Let's Speak TM Club

AREA 2
 Young Entrepreneurs TM Club
 Leadership TM Club
 Quinta da Fonte TM
 Nokia Lisbon TM Club
 Let's Speak TM Club

AREA 2
 Young Entrepreneurs TM Club
 Leadership TM Club
 Nokia Lisbon TM Club
 Let's Speak TM Club

AREA 2
 Young Entrepreneurs TM Club
 Leadership TM Club
 Let's Speak TM Club
 Cisco Portugal TM Club

AREA 2
 Young Entrepreneurs TM Club
 Leadership TM Club
 Cisco Portugal TM Club

AREA 3
 TAGUSPARK TM Club
 International Speakers
 TAGUSPARK Speakers
 Leadership TM Club
 Invest in You

AREA 3
 TAGUSPARK TM Club
 Oeiras Toastmasters Club
 Leadership TM Club
 Banco Montepio TM Club

AREA 3
 TAGUSPARK TM Club
 Oeiras Toastmasters Club
 Lagoas Speakers TM Club
 Banco Montepio TM Club

AREA 3
 TAGUSPARK TM Club
 Oeiras Toastmasters Club
 Banco Montepio TM Club

AREA 3
 TAGUSPARK TM Club
 Oeiras Toastmasters Club
 Banco Montepio TM Club
 Cabo Verde TM Speakers

AREA 3
 TAGUSPARK TM Club
 Oeiras Toastmasters Club
 Banco Montepio TM Club
 Cabo Verde TM Speakers

NO CHANGES

CLUB CHANGE AREA

WILL NOT REACH 2023-24

CHARTERED CLUB

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24
(16 - Sept. 2023)

DIV.
E



AREA 1

AREA 2

AREA 3
- International Speakers
- Leadership TM Club



AREA 1
- International Speakers

AREA 2

AREA 3
- Leadership TM Club
- Banco Montepio TM Club



AREA 1
- International Speakers

AREA 2
- Leadership TM Club

AREA 3
- Banco Montepio TM Club



AREA 1
- International Speakers

AREA 2
- Leadership TM Club

AREA 3
- Banco Montepio TM Club



AREA 1
- International Speakers

AREA 2
- Leadership TM Club

AREA 3
- Banco Montepio TM Club



AREA 1
- International Speakers

AREA 2
- Leadership TM Club

AREA 3
- Banco Montepio TM Club

- DivD. E - Joanna Wakuluk
- AD E1 - Ilyas Elamri
- AD E2 - Carlos Vilaza
- AD E3 - Célia Bento

International Speakers
International Speakers
Leadership TM Club
Banco Montepio TM Club

E3 - E1 - E1 - E1 - E1- E1
D1 - D1 - D1 - D1 - D1 - D1
D2 - D2 - D2 - D2 - D2 - D2
D3 - D3 - D3 - D3 - D3

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24

DIV.
F



3 AREAS

- AREA 1**
Achievers Club
 From A7 → **Toastmasters Málaga**
 From A7 → **Toastmasters Sevilla**
 From A7 → **Toastmasters Granada**

- AREA 2**
Oracle Malaga
Ericsson Malaga TM
Aertec Solutions TM Malaga X

- AREA 3**
 From B5 → **Las Palmeras Speakers Club**
 From B5 → **Valencia Toastmasters**
 From B5 → **Alicante Speakers Club**



3 AREAS

- AREA 1**
Achievers Club
Toastmasters Málaga
Oracle Malaga
Ericsson Malaga TM

- AREA 2**
Toastmasters Sevilla
Toastmasters Granada

- AREA 3**
Las Palmeras Speakers Club
Valencia Toastmasters
Alicante Speakers Club
Eloquent Leaders TM Club



4 AREAS

- AREA 1**
Achievers Club
Oracle Malaga
Ericsson Malaga TM

- AREA 2**
Toastmasters Málaga
Toastmasters Sevilla
Toastmasters Granada

- AREA 3**
Las Palmeras Speakers Club
Valencia Toastmasters
Alicante Speakers Club

- AREA 4**
 From DISTRICT U → **Rabat Toastmasters Club**
 From DISTRICT U → **Casablanca Toastmasters Club**
Eloquent Leaders TMClub
 From DISTRICT U → **ALC El Jadida Toastmasters**
Marrakech Orators TM Club



4 AREAS

- AREA 1**
Achievers Club
Oracle Malaga
Ericsson Malaga TM
Gibraltar Speakers TM Club

- AREA 2**
Toastmasters Malaga
Toastmasters Sevilla
Toastmasters Granada
Toastmasters Cordoba

- AREA 3**
Las Palmeras Speakers Club
Valencia Toastmasters
Alicante Speakers Club

- AREA 4**
Rabat Toastmasters Club
Casablanca Toastmasters Club
Eloquent Leaders TM Club
ALC El Jadida Toastmasters
Marrakech Orators TM Club
Agadir Toastmasters Club
JESA Institute TMClub



5 AREAS

- AREA 1**
Achievers Club
Oracle Malaga
Ericsson Malaga TM
Gibraltar Speakers TM Club

- AREA 2**
Toastmasters Malaga
Toastmasters Sevilla
Toastmasters Granada
Toastmasters Cordoba

- AREA 3**
Las Palmeras Speakers Club
Valencia Toastmasters
Alicante Speakers Club

- AREA 4**
Rabat Toastmasters Club
Casablanca Toastmasters Club
Eloquent Leaders TM Club
JESA Institute Toastmasters Club

- AREA 5**
ALC El Jadida Toastmasters
Tunis Toastmasters
Marrakech Orators TM Club
Agadir Toastmasters Club

From other District →

- NO CHANGES
- CLUB CHANGE AREA
- WILL NOT REACH 2023-24
- CHARTERED CLUB

2018-19

2019-20

2020-21

2021-22

2022-23

2023-24

(16 - Sept. 2023)

DIV.
F

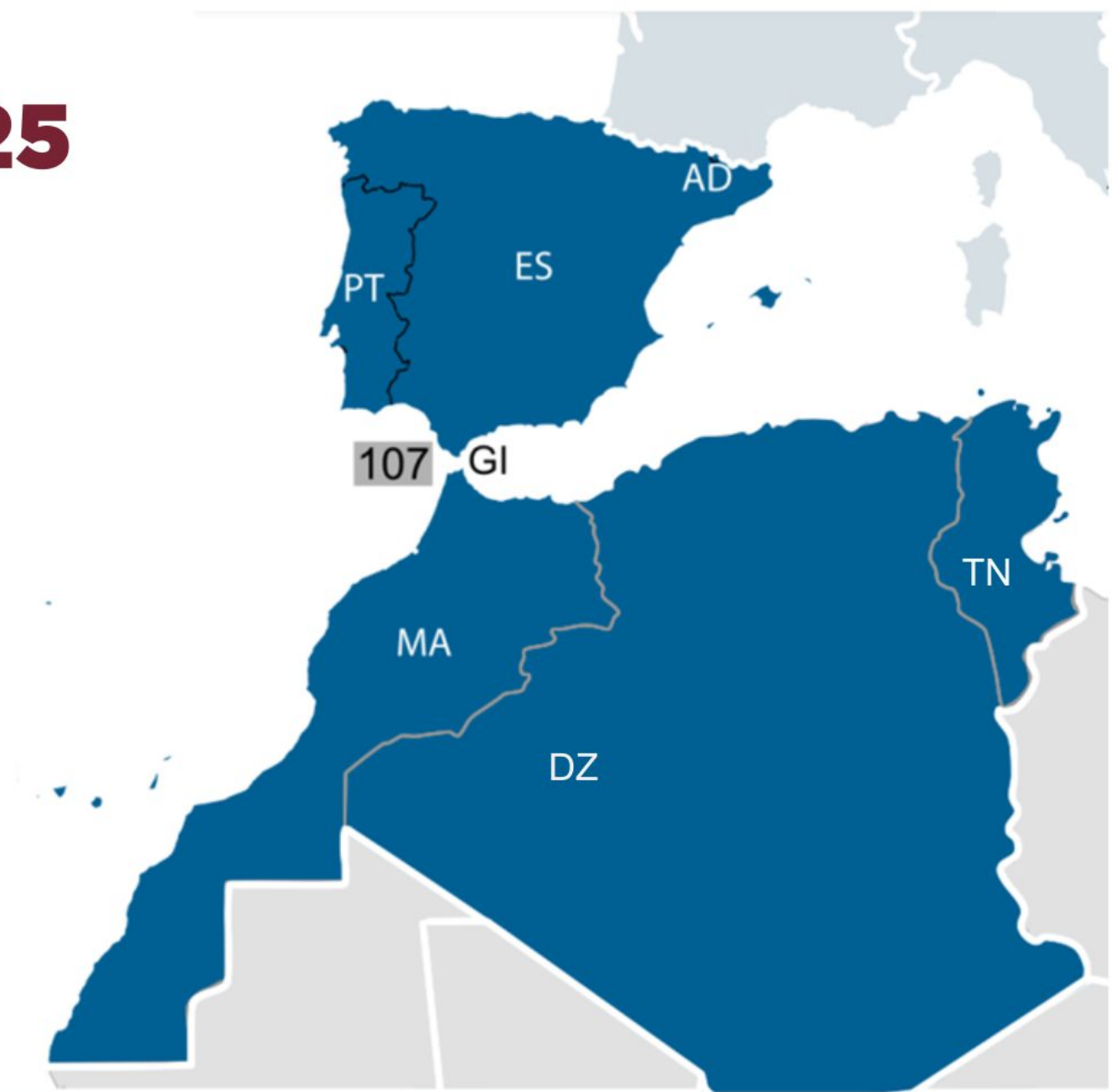


- DivD. F - Helen Johnson
- AD F1 - Stephane Delrez
- AD F2 - Rafael Torres Garcia
- AD F3 - Débora Cerro
- AD F4 - Amine M. Bajji
- AD F5 - Othmane Laraqui

- Achievers Club
- Oracle Malaga
- Toastmasters Málaga
- Nova Madrid Toastmasters
- Rabat Toastmasters Club
- Casablanca Toastmasters Club

- F1 - F1 - F1 - F1 - F1 - F1
- F2 - F1 - F1 - F1 - F1
- A7 - F1 - F1 - F2 - F2 - F2
- A1 - A1
- Dist. U - Dist. U - F4 - F4 - F4 - F4
- Dist. U - Dist. U - F4 - F4 - F4 - F4

DISTRICT 107 **2024-25**



To understand your present
it's important to know the legacy

TOASTMASTERS
INTERNATIONAL

Wrap-Up and What's Next?

Program Quality Director – Claudia Villarreal

TOASTMASTERS
INTERNATIONAL

District Officer Training - Day 2

Hybrid – 17 September - 2023

TOASTMASTERS
INTERNATIONAL

Energizer

Division Director B – Berta Cots



**TIME FOR AN
ENERGIZER!**

TOASTMASTERS
INTERNATIONAL

Conquer CONCUR with ease!

Finance Manager – Gustavo Amaro

What happens every year

- District officers do not maximize spending of Money
- Some items are not fully spent
 - PR materials
 - Additional clubhouses
 - Corporate summits
 - ..



Not crossing the Line

Allowed

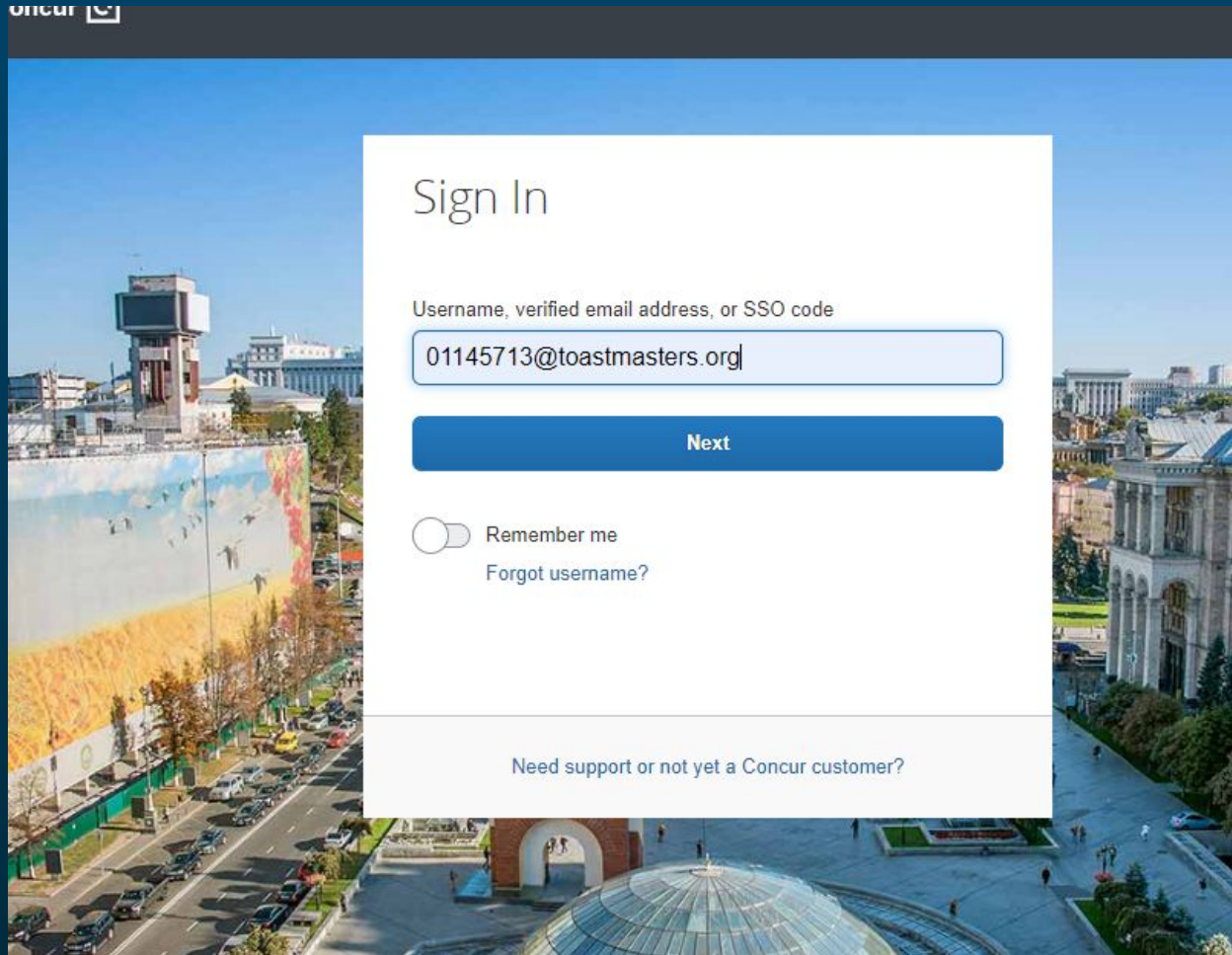
Training (DOT, COT)
Contests
PR marketing materials and ads
Stationary materials
Contest and rewards items from
TMI store
Travel for training and visits

VS.

Not Allowed

Other Travelling
Free meals, alcoholic Drinks or
entertainment
Materials with TMI branding from
other vendors
All materials not related with
club and membership growth

How can I be reimbursed



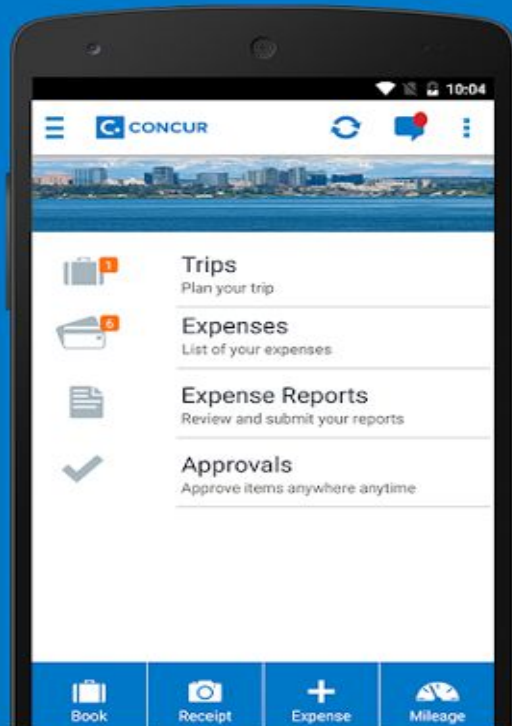
<https://us2.concursolutions.com/>

- By now, all of you should have Concur passwd

How can I be reimbursed



Expense reporting, travel booking and approvals.



Capture receipts on the go.

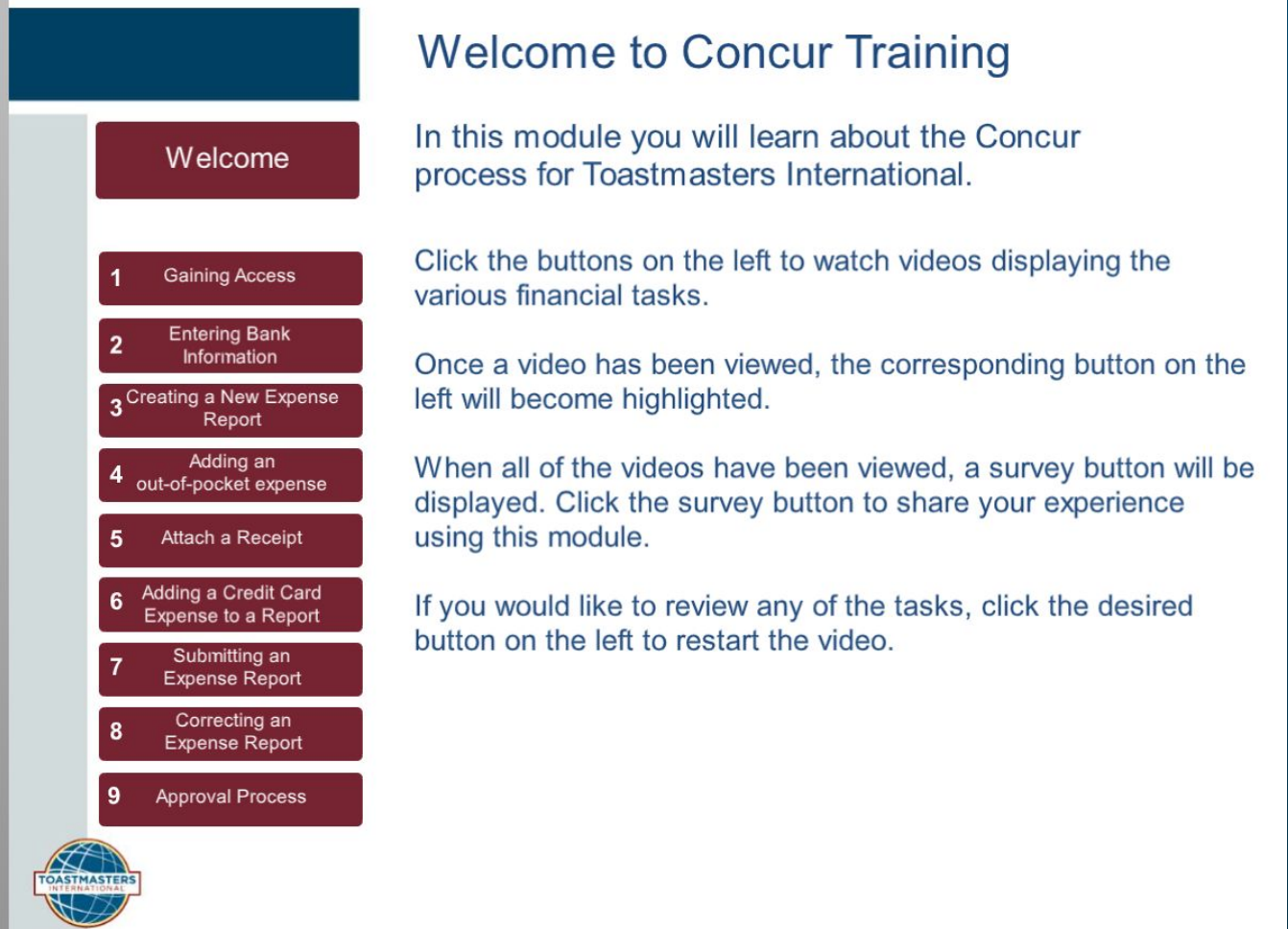


Create and submit reports in minutes.



Concur Training

- Available free on TM Site
- http://origin-qps.onstreammedia.com/origin/toastmastersinternational/eLearning/DL/concur/story_html5.html



Welcome to Concur Training


In this module you will learn about the Concur process for Toastmasters International.

Click the buttons on the left to watch videos displaying the various financial tasks.

Once a video has been viewed, the corresponding button on the left will become highlighted.

When all of the videos have been viewed, a survey button will be displayed. Click the survey button to share your experience using this module.

If you would like to review any of the tasks, click the desired button on the left to restart the video.



Exercise

1. Join each Division + Areas

2. What you will do with money we assign

- Area level
- Division level

- Resources - DD

- 50€ total marketing Materials (demos, flyers,..)
- 60€ total for Division Contest

- Resources - AD

- 150€ total for TLI's and COT's
- 100€ total marketing Materials (demos, flyers,..)
- 60€ total for Area Contest

Exercise

3. Presentation 2m Division



- Resources - DD
 - 50€ total marketing Materials (demos, flyers,..)
 - 60€ total for Division Contest
- Resources - AD
 - 150€ total for TLI's and COT's
 - 100€ total marketing Materials (demos, flyers,..)
 - 60€ total for Area Contest

Quiz

- Parking?
- Tools?
- TLI CoffeeBreak can include wine?
- Despite alcohol not be allowed, can I buy a wine bottle as a token of appreciation to a keynote speaker?
- Under marketing materials, I bought several stripes for the badges. Can I ask for a refund event ought they are not TM official?
- Goods that I bought has custom costs. Will the district reimburse me this?
- A club in my area is requesting marketing material in an amount that consumes the entire budget. No other club in the area has asked for money. Should I say no?

Quiz

- My club has received recognition from the district (e.g., Club Star Award). How can my club be reimbursed for the expenses?
- I need to pay a room reservation fee for our corporate summit. Can I receive an advance for anticipated expenses?
- Can I charge admission fees for my TLI to cover the costs of the coffee break that the district doesn't cover?
- I want to support my division champion's attendance at the spring conference. Can I use my budget to fund their travel and accommodation?

Conclusion

- Don't Forget the moto,



Otherwise



TOASTMASTERS
INTERNATIONAL

Shape the Future - DLC

Immediate Past District Director – Pablo Garcia











TOASTMASTERS
INTERNATIONAL

**Prior Proper Planning Prevents Poor
Performing Contests**

Program Quality Director – Claudia Villarreal

PRIOR PROPER PLANNING PREVENTS POOR PERFORMING CONTESTS!

**Claudia Villarreal, DTM
District 107 - Club Growth Director**

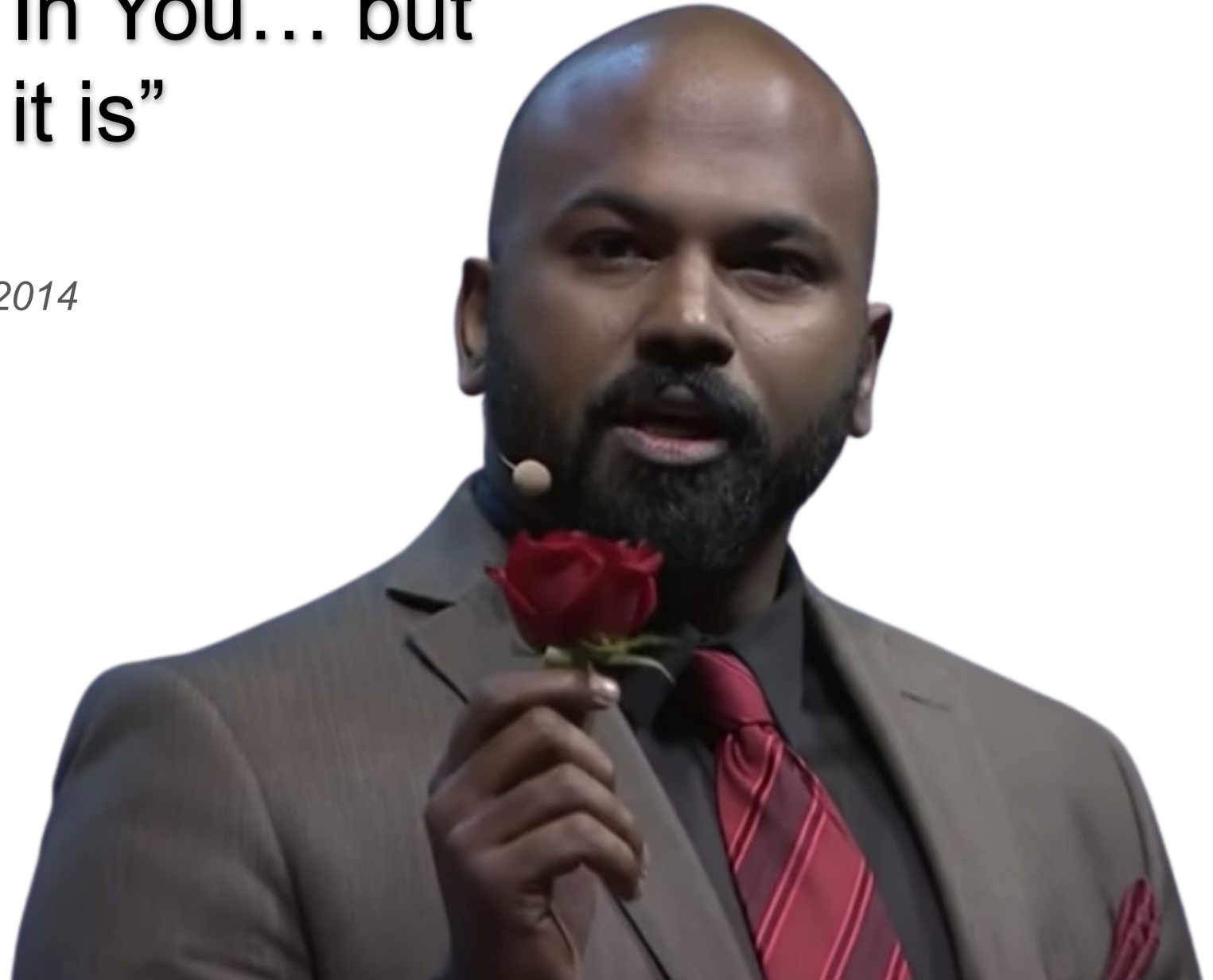


**LEADERS DON'T
CREATE FOLLOWERS,
THEY CREATE
MORE LEADERS.**



“I See Something In You... but
I don't know what it is”

Dananjaya Hettiarachchi
World Champion of Public Speaking 2014



Part I

MASTER THE BASICS

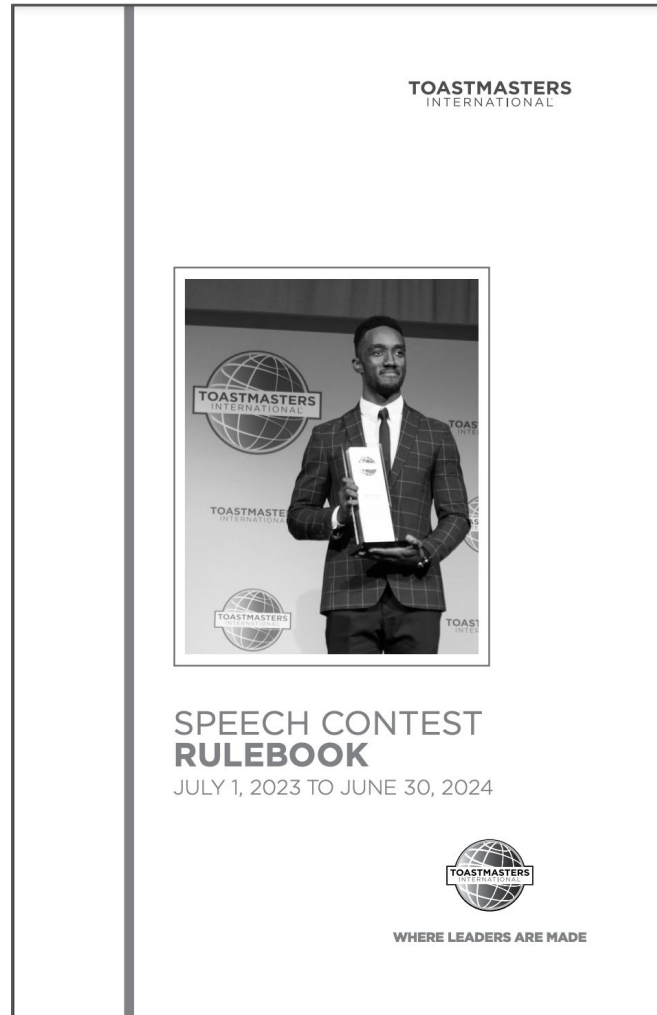
Online and Hybrid Speech Contest Best Practices

2022-2023 Toastmasters Contest Cycle



The D107 contest cycle, from Area to District level should be conducted hybrid. Read the best practices for more information.

The Rulebook is the go-to guidebook - please read it carefully!



- ❑ Read both guides!
- ❑ Follow the rules!
- ❑ Understand them!
- ❑ Apply them!
- ❑ Consult the materials and available resources!
- ❑ Review the checklists!
- ❑ Repeat!

Note: The Hybrid Speech Contest Best Practices together with the Rulebook should be read by **ALL** organizers and contestants alike.

Important Info - Hybrid Speech Contest Best Practices

- **IN-PERSON CONTESTS** with all contestants participating onsite, may be conducted only if the District selects a hybrid format and all contestants elect to participate in-person. **In this instance, judges may still participate in the online format.**
- **A HYBRID CONTEST IS DEFINED** as a contest in which some contestants and/or contest officials participate onsite and some participate online. **Hybrid contests must allow each contestant to select the format in which they will participate (onsite or online).**
- Contestants cannot be penalized for selecting one format versus another.
- Contestants competing online must use equipment that they obtain themselves. All contestants and contest officials must participate in the contest live, in real-time.
- If a contest is hybrid, all briefings and rehearsals must also be covered in a hybrid format.
- **As much as possible**, it is recommended that judges for hybrid contests are split between the onsite and online audience.

New eligibility rule! It's not the same as last year's!!

You may compete in the **International Speech Contest, in ENGLISH**, if you have earned certificates of **completion in Levels 1 and 2 of any path** in the Toastmasters Pathways learning experience **or earned a Distinguished Toastmaster award (DTM)** from the legacy program.

a) However, a charter member of a club chartered less than one (1) year before the club contest is permitted to compete without having completed this requirement. The club must have officially chartered before the Area contest.

THERE ARE MANY CHANGES IN THE RULEBOOK. THEY ARE HIGHLIGHTED WITH A DIAMOND ◆ IN THE LEFT MARGIN OF THE BOOKLET. PLEASE TAKE THE TIME TO READ THEM AND ENSURE EVERYONE PARTICIPATING AND ORGANIZING THE CONTEST READS THEM AS WELL. NO EXCUSES!!



MAKE A PLAN



COMMITTED TEAM



CONTESTANTS

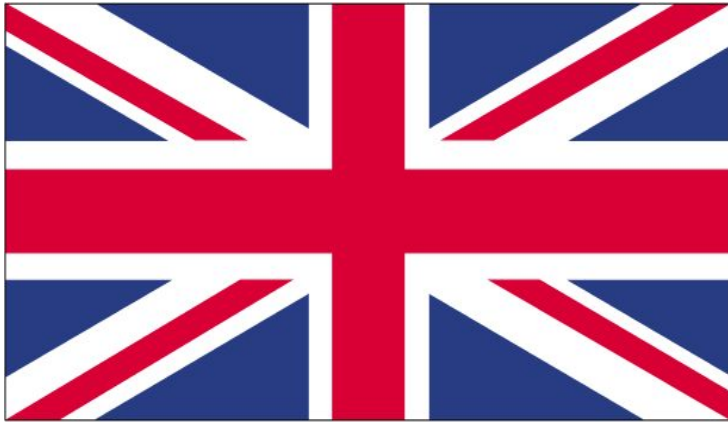


FAIR & IMPARTIAL JUDGES



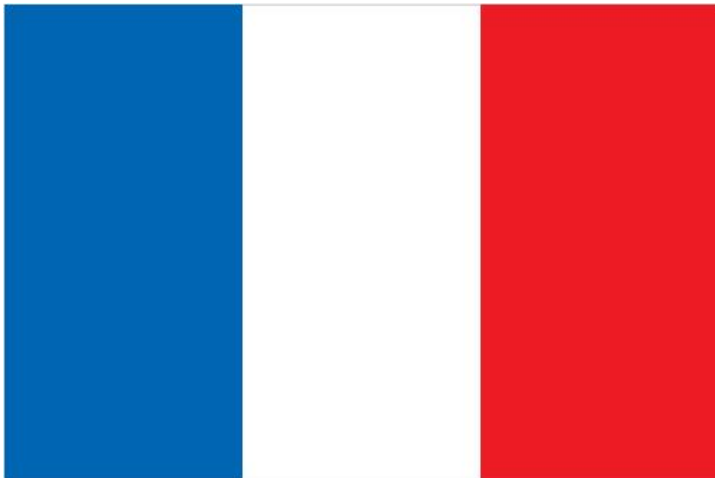
FOLLOW THE RULES

Contest Languages at District level



You are eligible to compete in the **International Speech Contest, in ENGLISH**, if you have earned certificates of **completion in Levels 1 and 2** of any path or earned a **Distinguished Toastmaster award (DTM)**.

At DISTRICT LEVEL, the only two contests that will be conducted in ENGLISH are the **International Speech & Evaluation Contest**.



FRENCH SPEECH CONTEST



PORTUGUESE SPEECH CONTEST



SPANISH SPEECH CONTEST

D107 Conference Porto, Portugal - May 19-21, 2023

- International speech contest (ENGLISH)
- French speech contest
- Portuguese speech contest
- Spanish speech contest
- Evaluation speech contest (ENGLISH ONLY)



****Please note** that you may conduct other speech contests (Table Topics or Humorous speech contests, for example) at club, area and division level but **only the above contests will be conducted at the District level in Porto.****



Speaker's Certification of Eligibility and Originality

**All contestants must complete this form before the contest
and submit it to the chief judge at each level of competition.**

Club No. _____

Member No. _____

District _____

Eligibility (to be completed for all contests)

I certify that I am eligible to compete, under the current speech contest rules. I am a paid member of a club in good standing and meet all other eligibility requirements.

To be eligible to compete in any official Toastmasters speech contest, a member must be a paid member of a club in the Area, Division, and District in which they are competing. The club must also be in good standing. In addition, to be eligible to compete in the International Speech Contest, a member must have earned certificates of completion in Levels 1 and 2 of any path in the Toastmasters Pathways learning experience or earned a Distinguished Toastmaster award. Contestants in speech contests other than the International contest do not need to meet this education requirement. A charter member of a club chartered less than one (1) year before the club contest is permitted to compete without having completed this education requirement. The club must have officially chartered before the Area contest.

The following are ineligible to compete in any Toastmasters speech contest:

1. A member serving as a voting judge or tiebreaking judge beyond the club level for a contest type in which the member is still competing or intends to compete
2. Incumbent International Officers and Directors
3. Region Advisors or Region Advisor applicants
4. District Officers whose terms expire June 30:
 - a) District Director
 - b) Program Quality Director
 - c) Club Growth Director
 - d) Administration Manager
 - e) Finance Manager
 - f) Public Relations Manager
 - g) Division Director
 - h) Area Director
5. International Officer and Director candidates
6. Immediate Past District Directors
7. District Officers or candidates for elected positions for the term beginning the upcoming July 1
8. Members who are serving in contest official or presenter roles that meet the following criteria:
 - a) Voting judge, tiebreaking judge, or chief judge at the same contest type in which they would be competing, beyond the club level, in any District.
 - b) Timer, counter, Sergeant at Arms, or other contest official role for the same contest in which they would be competing.
 - c) Presenter of an education session, a contest chair, a contest Toastmaster, or an event committee chair for the event at which the contest will be held, including Area, Division, and District events, as well as the International Convention.

Toastmasters who are members in more than one club and who meet all other eligibility requirements are permitted to compete in each club contest in which paid membership is held. No contestant can compete in more than one Area speech contest of a given type, even if the two (2) Areas are in different Divisions or Districts.

Contestants must maintain eligibility at all levels of any contest. If at any level it is determined that a contestant was ineligible to compete at any previous level, the contestant must be disqualified. This disqualification must occur even if the ineligibility is discovered at a later level and has been corrected.

Eligibility requirements to be chief judge, voting judge, or tiebreaking judge at a Toastmasters speech contest

1. At a club contest, be a paid member.

2. At an Area, Division, or District contest:

a) Be a paid member for a minimum of six (6) months.

b) Have completed a minimum of six (6) speech projects in the Competent Communication manual or earned certificates of completion in Levels 1 and 2 of any path in the Toastmasters Pathways learning experience.

1. Only members who joined Toastmasters prior to the rollout of Pathways in their region can apply speeches from the Competent Communication manual towards eligibility for judging.

c) Be physically present at the contest for which you are serving (if conducting a hybrid contest they could be online).

Speech Contest FAQs

NOTE: This page has lots of good info but has not been updated. It's best to read the rulebook for the latest rules).



Speech Contest Resources

QUICK LINKS



Speech Contest Materials

Download the materials you need to conduct speech contests.

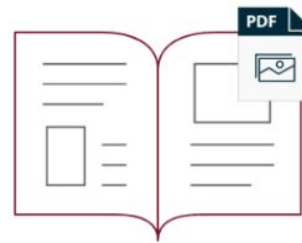
[View resources >](#)



Conducting Quality Speech Contests

Read this guide to understand the process, rules and resources required to enhance your speech contests.

[Read more >](#)



Speech Contest Rulebook Changes

Find out how the Speech Contest Rulebook has changed and why each change was made.

[Read more >](#)



Speech Contest Certificates

Use these certificates to recognize member success and participation in all types of speech contests.

[View certificates >](#)

Speech Contest Tool Kits



- [International Speech Contest Kit](#)
- [Evaluation Speech Contest Kit](#)
- [Table Topics Speech Contest Kit](#)
- [Humorous Speech Contest Kit](#)
- [Tall Tales Speech Contest Kit](#)

Tutorials

- DON'T UNDERESTIMATE THE IMPORTANCE OF REVIEWING THE

TUTORIALS

| SPEECH CONTEST TUTORIALS

These tutorials offer fundamental principles to help members understand speech contests.

**System Requirements: Adobe Flash player version 10.0 or later. **These tutorials may not be fully accessible by older versions of Internet Explorer browsers.*

Overview and Roles

TUTORIAL

When You're the Judge

TUTORIAL

Judge's Guide and Ballot

TUTORIAL



Part II

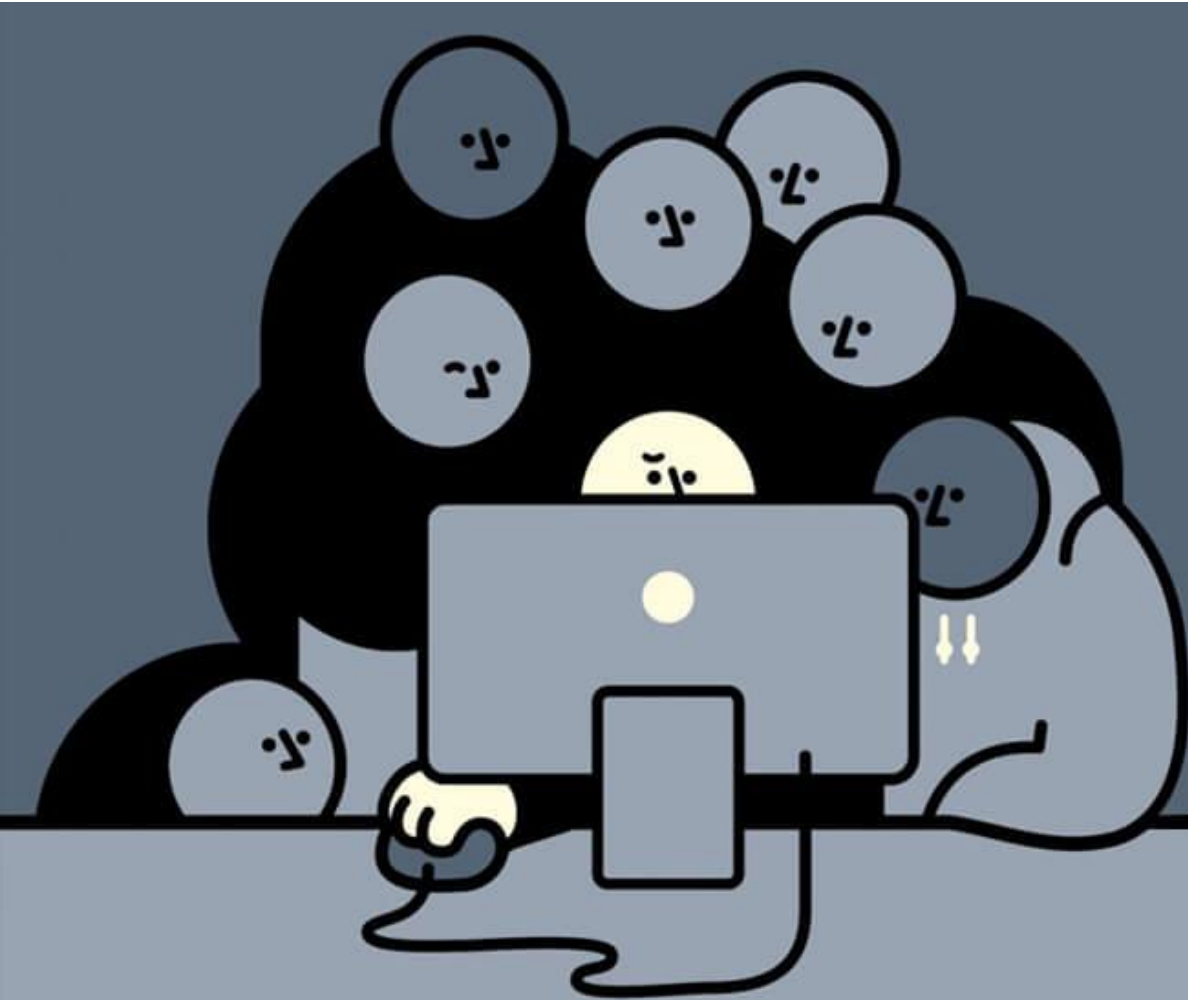
THE TEAM
ROLES & RESPONSIBILITIES

Together **E**veryone **A**chieves **M**ore





You don't want too many cooks in the kitchen!



**Make it blue. Make it red.
Make it a pony.**



Elements for Success!

- ❑ **Organizing Team**
- ❑ **Type of Contest and languages (English, French, Portuguese, and Spanish)**
 - ❑ International speech
 - ❑ Evaluation
 - ❑ Table Topics
 - ❑ Tall Tales
 - ❑ Humorous
- ❑ **Date / Fecha**
- ❑ **Registration Form** - Create a Google Form. It creates a convenient database and will make it easier to see who the volunteers and contestants will be at each contest and level (club, area, division, district).
- ❑ **Budget**
 - ❑ Venue
 - ❑ Awards / Certificates
 - ❑ Catering
 - ❑ Gifts for keynote speakers
 - ❑ Goodie Bags

Elements for Success continued...



Training / Formación

- Contest Chair - scripts / guiones
- Contestants / Concursantes
- Chief Judge & Judges
- Timers / Cronometrador
- Ballot Counters / Escrutadores
- Sergeant at Arms
- Keynote speakers

Marketing

- Digital News
- Social Media

Miscellaneous

- Club Banners
- Music / Entertainment
- Activities the day before or after the contest (in the case it's a weekend long contest/conference)

Key players - you don't want too many cooks in the kitchen!



Toastmaster (event chair) or Master of Ceremonies

- ❑ Reserves Venue
- ❑ Creates a timed agenda
- ❑ Creates the Awards and certificates
- ❑ Creates the Registration form
- ❑ Club Banners - display
- ❑ Promotion - PR

Contest Chair - email/whatsapp

- ❑ Contestants
- ❑ Distributes and collects contestant documents
- ❑ Delivers contestant briefing
- ❑ Draws for order
- ❑ Reviews timed agenda / repasa la agenda con tiempos

Note: Each key player can delegate tasks to their own sub-team. Do what works best for YOU!

Key players continued...



Chief Judge - communicates via email/whatsapp/in-person whatever works best.

- ❑ Holds judges briefing
- ❑ Tiebreaking Judge - chief judge collects his/her ballot
- ❑ Ballot Counter - they collect the ballots from all the other judges
- ❑ Timer - gives timing sheet to CJ
- ❑ Sergeant at Arms - escorts contestants to separate room during eval and/or table topics contest

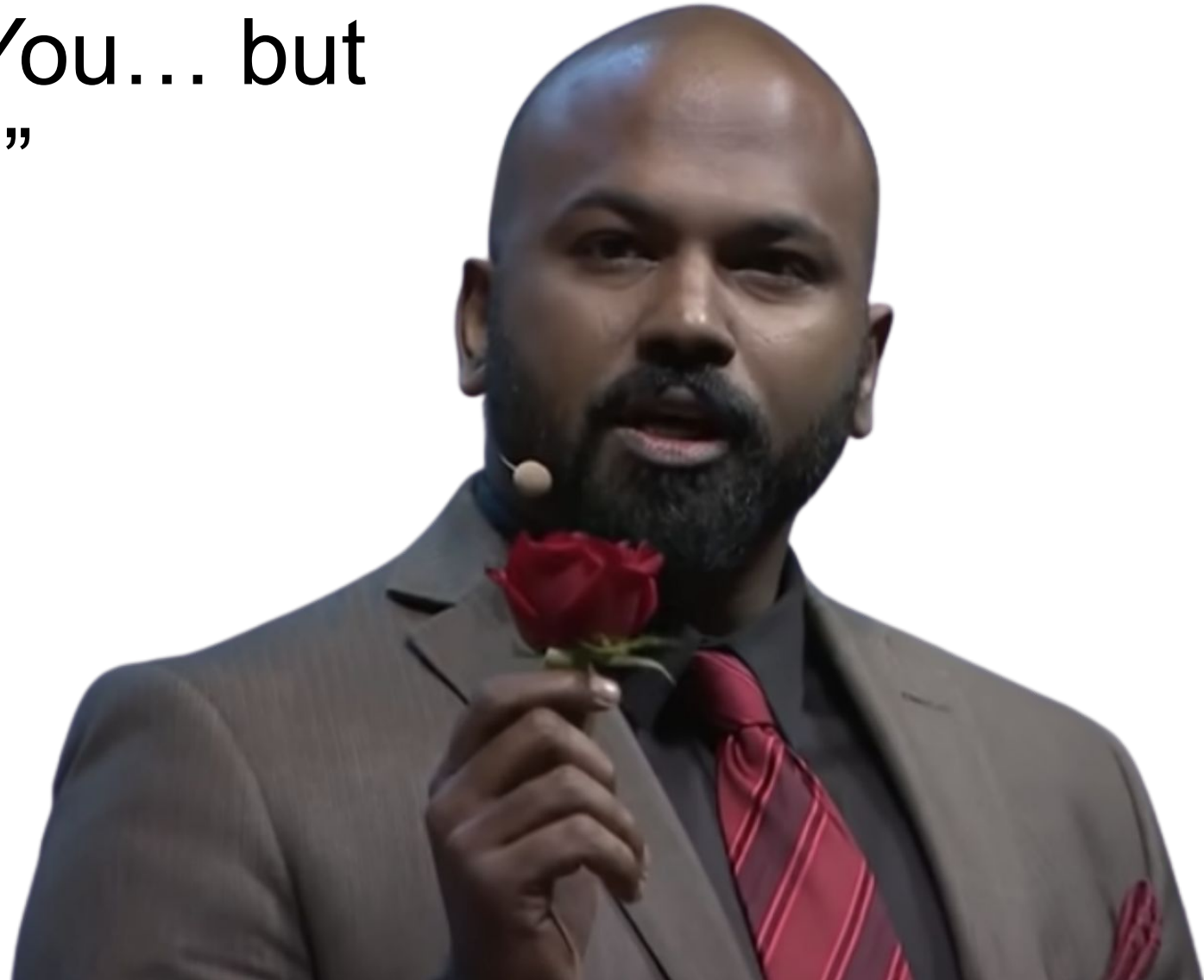
Treasurer

- ❑ Venue / Lugar de celebración
- ❑ Awards and certificates
- ❑ Gifts for keynote speakers
- ❑ Catering
 - Coffee Breaks x 1 or 2
 - Lunch
 - Gala dinner

Note: Each key player can delegate tasks to their own sub-team. Do what works best for YOU!

“I See Something In You... but
I don't know what it is”

Dananjaya Hettiarachchi
World Champion of Public Speaking 2014



Master of Ceremonies



Contest Chair responsibilities



Speaker's Certification of Eligibility and Originality

All contestants must complete this form before the contest and submit it to the chief judge at each level of competition.

Club No. _____
Member No. _____
District _____

Eligibility (to be completed for all contests)

I certify that I am eligible to compete, under the current speech contest rules, I am a paid member of a club in good standing and meet all other eligibility requirements.

To be eligible to compete in any official Toastmasters speech contest, a member must be a paid member of a club in the Area, Division, and District in which they are competing. The club must also be in good standing. In addition, to be eligible to compete in the International Speech Contest, a member must have completed at least six (6) speech projects in the Competent Communication manual or earned certificates of completion in Levels 1 and 2 of any path in the Toastmasters Pathways learning experience prior to the club contest. Only members who joined Toastmasters prior to the rollout of Pathways in their region can apply speeches from the Competent Communication manual to eligibility for judging. Contestants in speech contests other than the International contest do not need to meet this education requirement. A charter member of a club chartered less than one (1) year before the club contest is permitted to compete without having completed this education requirement. The club must have officially chartered before the Area contest.

The following are ineligible to compete in any Toastmasters speech contest:

1. A member serving as a voting judge or tiebreaking judge beyond the club level for a contest type in which the member is still competing or intends to compete
2. Incumbent International Officers and Directors
3. Region Advisors or Region Advisor applicants
4. District Officers whose terms expire June 30:
 - a) District Director
 - b) Program Quality Director
 - c) Club Growth Director
 - d) Administration Manager
 - e) Finance Manager
 - f) Public Relations Manager
 - g) Division Director
 - h) Area Director
5. International Officer and Director candidates
6. Immediate Past District Directors
7. District Officers or candidates for elected positions for the term beginning the upcoming July 1
8. Members who are serving in contest official or presenter roles that meet the following criteria:
 - a) Voting judge, tiebreaking judge, or chief judge at the same contest type in which they would be competing, beyond the club level, in any District.
 - b) Timer, computer, secretary or other contest official role for the same contest in which they would be competing.
 - c) Present

Includes:
Toastmasters membership
Contestants of the contest



Speech Contestant Profile

Please return this biographical information before _____ to the contest chair if you are participating in a club, Area, Division, or District speech contest, or to World Headquarters for the semifinal contest.

Full name:			
Address:			
City:	State:	Country:	
Telephone:	Email address:		
Club name and number:	Occupation/employer:		
Offices held in your club, District, or Toastmasters International:			
Your speech title:			
Notable accomplishments/awards:			
Interests/hobbies:			
What inspires you the most?			
What is your favorite quote?			
Name and address of newspaper, company publication or other particular media source you'd like press releases sent to, in the event of your victory. Include the name and email of a contact person.		Name/address:	Contact Person/email:

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Eligibility requirements to be chief judge, voting judge, or tiebreaking judge at a Toastmasters speech contest

1. At a club contest, be a paid member.

2. At an Area, Division, or District contest:

a) Be a paid member for a minimum of six (6) months.


b) Have completed a minimum of six (6) speech projects in the Competent Communication manual or earned certificates of completion in Levels 1 and 2 of any path in the Toastmasters Pathways learning experience.

1. Only members who joined Toastmasters prior to the rollout of Pathways in their region can apply speeches from the Competent Communication manual towards eligibility for judging.

c) Be physically present at the contest for which you are serving (if conducting a hybrid contest they could be online).

Chief Judge responsibilities





JUDGE'S CERTIFICATION OF ELIGIBILITY AND CODE OF ETHICS

All Judges must complete this form before the contest and submit it to the chief judge at each level of competition.

Name of Contest: Evaluation Humorous International Table Topics* Tall Tales (Reflection)

Contest Level: Club Area Division District Region Quarterfinal Semifinal World Championship

Date of Contest: _____

Eligibility

To be a chief judge, voting judge or tiebreaking judge at a Toastmasters speech contest, you must meet all eligibility requirements identified below.

- At a club contest, be a paid member.
- At an Area, Division, or District contest:
 - Be a paid member for a minimum of six months.
 - Have completed a minimum of six speech projects in the *Competent Communication* manual or earned certificates of completion in Levels 1 and 2 of any path in the Toastmasters Pathways learning experience.
- At the International Speech Contest Region Quarterfinals, Semifinals and the World Championship of Public Speaking:
 - Be at least an Advanced Toastmaster Bronze, Advanced Communicator Bronze, or have completed at least one path in the Toastmasters Pathways learning experience.
 - Have previously judged a Toastmasters speech contest at the Area, Division, District, or semifinal level.
- Judges for contests beyond the club level are not eligible to compete in the same contest type during the same contest cycle.

Judge's Code of Ethics

- I will demonstrate the utmost objectivity. I will consciously avoid bias of any kind in selecting first, second, and third place contestants. I will not consider any contestant's club, Area, Division, District, or region affiliation. I will not consider any contestant's age, sex, race, creed, national origin, disability, profession, or political beliefs.
- I will not time the speeches and will not consider the possibility of undertime or overtime when judging a contestant's speech.
- I will support by word and deed the contest rules and judging standards, refrain from public criticism of the contest, and only reveal my participation as a judge, my selected scores, and the ranking I assigned in accordance with speech contest rules.
- I am not a member of the same club as any contestant when judging at the Division, District, region quarterfinal, semifinal and final levels.
- I have no conflict of interest with any of the contestants that would cause me to be biased.


I certify that I am eligible to serve as a judge, under the current speech contest rules, and will uphold the Judge's Code of Ethics.

Signature

Printed Name

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International Speech Contest Judge's Guide and Ballot

JUDGING ITEMS	SUGGESTED POINT VALUES	VALUES													
		E	V	G	F										
		E	V	G	F	1	2	3	4	5	6	7	8	9	10
Speech Development Structure, Organization, Support Material	20	14-19	9-13	0-8											
Effectiveness Achievement of Purpose, Interest, Reception	15	11-14	6-10	0-5											
Speech Value Idea, Logic, Original Thought	5	3-5	1-2	0-1											
Physical Appearance, Body Language, Speaking Area	10	7-9	4-6	0-3											
Voice Flexibility, Volume	10	7-9	4-6	0-3											
Manner Directness, Assurance, Enthusiasm	10	7-9	4-6	0-3											
Appropriateness To Speech Purpose and Audience	10	7-9	4-6	0-3											
Correctness Grammar, Pronunciation, Word Selection	10	7-9	4-6	0-3											
TOTAL SCORE (100 Points Possible)															

Judge's Official Ballot - International Speech Contest

Write contestants' names in the space below. Counters will assign points.

First Place (receives three points): _____

Second Place (receives two points): _____

Third Place (receives one point): _____

Signature of Judge

Judge's Name Please Print

NOTE: Votes must be cast for first, second and third place on the ballot will be voided.

Judging Criteria

Content (50%)

Speech Development is the way the speaker organizes a purpose, and this structure must include audience's attention and then moves forward by relevant examples and illustrations, facts or speech to present the audience with a unified message.

Effectiveness is measured in part by the audience's response. The speaker should be able to determine the speaker's purpose? "Did the speech reach its purpose?" "Was the audience's interest held by the speaker?" "Was this speech subject appropriate for this particular audience?"

Speech Value justifies the act of speaking. The speaker has a responsibility to say something meaningful and original to the audience. The listeners should feel the speaker has made a contribution to their thinking. The ideas should be important ones, although this does not preclude a humorous presentation of them.

Delivery (30%)

Physical presentation of a speech carries part of the responsibility for effective communication. The speaker's appearance should reinforce the speech, whether profound, sad, humorous or instructional. Body language should support points through gestures, expressions and body positioning. The speaker makes effective use of and stays within the designated speaking area.

Voice is the sound that carries the message. It should be flexible, moving from one pitch level to another for emphasis, and should have a variety of rate and volume. A good voice can be clearly heard and the words easily understood.

Manner is the indirect revelation of the speaker's real self as the speech is delivered. The speaker should speak with enthusiasm and assurance, showing interest in the audience and confidence in their reactions.

Language (20%)

Appropriateness of language refers to the choice of words that relate to the speech purpose and to the particular audience hearing the speech. Language should promote clear understanding of thoughts and should fit the occasion precisely.

Correctness of language ensures that attention will be directed toward what the speaker says, not how it is said. Proper use of grammar and correct pronunciation will show that the speaker is the master of the words being used.

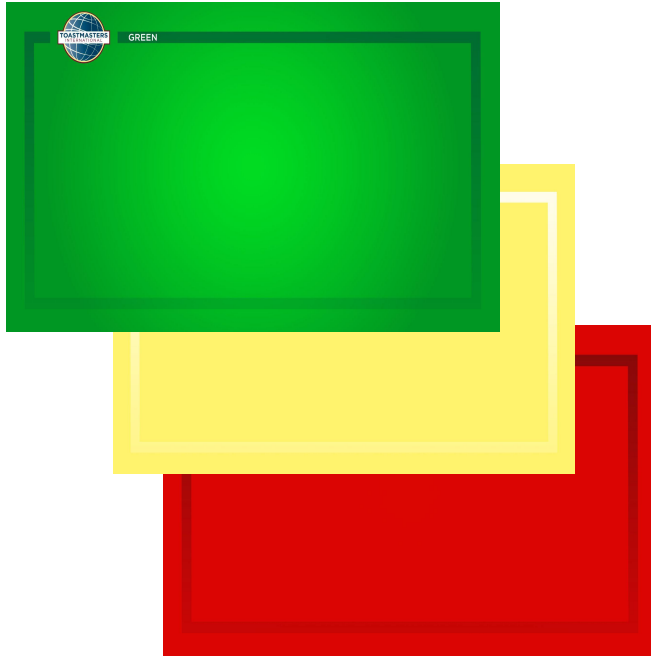
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- Judges will not time the speeches and will not consider the possibility of undertime or overtime when judging a contestant's speech.
- Judges will support by word and deed the contest rules and judging standards, refrain from public criticism of the contest, and only reveal participation as a judge, selected scores, and the ranking assigned in accordance with speech contest rules.
- Judges will not be a member of the same club as any contestant when judging at the Division, District, region quarterfinal, semifinal, and final levels.
- Judges will have no conflict of interest with any of the contestants that would cause bias.

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Page 2 of 2

Chief Judge responsibilities...cont...



2 timers & 2 ballot counters

SPEECH CONTEST TIME RECORD SHEET AND INSTRUCTIONS FOR TIMERS



Contestant	Presentation Time	
	Minutes	Seconds

Two timers, appointed by the chief judge keep the official record of the time of each contestant's speech. One timer is provided with a stopwatch and the other with a signaling device that displays green, yellow, and red colors.

Timers shall provide warning signals to the contestants, which shall be clearly visible to the speakers but not obvious to the audience. Any visually impaired contestant is permitted to request and must be granted a form of warning signal of his or her own choosing. If any special device and/or specific instructions for such signal is/are required, the contestant must provide same.

Any contestant is disqualified whose speech time is less than the minimum or more than the maximum time indicated below. In all speech contests, no signal shall be given for the overtime period. In the event of technical failure of the signal or timing equipment, a speaker is allowed 30 seconds extra overtime before being disqualified.

Timing begins with the contestant's first definite verbal or nonverbal communication with the audience. This usually will be the first word uttered by the contestant, but would include any other communication such as sound effects, a staged act by another person, etc.

All speeches delivered by contestants must conform to the timing guidelines for the contest.

International and Humorous speeches shall be from five to seven minutes. A contestant will be disqualified if the speech is less than four minutes 30 seconds or more than seven minutes 30 seconds. A green signal will be displayed at five minutes and remain displayed for one minute. A yellow signal will be displayed at six minutes and remain displayed for one minute. A red signal will be displayed at seven minutes and will remain on until the conclusion of the speech.

Table Topics* contest speeches shall be from one minute to two minutes. A contestant will be disqualified if the speech is less than one minute or more than two minutes 30 seconds. The green signal will be displayed at one minute and remain displayed for 30 seconds. The yellow signal will be displayed at one minute 30 seconds and remain displayed for 30 seconds. The red signal will be displayed at two minutes and remain displayed until the speech is concluded.

Evaluation contest speeches shall be from two to three minutes. A contestant will be disqualified if the speech is less than one minute 30 seconds or more than three minutes 30 seconds. The green signal will be displayed at two minutes and remain displayed for 30 seconds. The yellow signal will be displayed at two minutes and thirty seconds and remain displayed for 30 seconds. The red signal will be displayed at three minutes and remain displayed until the evaluation is concluded.

Tall Tales speeches shall be from three to five minutes. A contestant will be disqualified if the speech is less than two minutes 30 seconds or more than five minutes 30 seconds. The green signal will be displayed at three minutes and remain displayed for one minute. The yellow signal will be displayed at four minutes and remain displayed for one minute. The red signal will be displayed at five minutes and remain displayed until the speech is concluded.

Treasurer - ensures the host club breaks-even

- ❑ Entry fee
 - ❑ Area 10€ - 25€
 - ❑ Division 49€ - 89€
 - ❑ District 80€ - 150€
- ❑ Venue
- ❑ Awards and certificates
- ❑ Catering
 - Coffee Breaks
 - Lunch
 - Gala dinner




And don't forget... this can be your HPL project!

The Distinguished Toastmaster in Pathways

The DTM award represents the highest level of educational achievement in Toastmasters.

CLUB LEADERSHIP AND CLUB SPONSORSHIP or YOUTH LEADERSHIP or SPEECHCRAFT WORKSHOP		DISTRICT LEADERSHIP AND CLUB MENTOR or COACH		EDUCATION	DISTINGUISHED TOASTMASTER AWARD
Commitment: 1 year (can be two 6-month consecutive or non-consecutive terms)	Commitment: 2 months to 1 year (depending on role)	Commitment: 1 year	Commitment: 6 months to 2 years	Commitment: 2 to 4 years	Commitment: 2 to 4 years
Skills Gained: Leadership, opportunities for collaboration and decision making	Skills Gained: Leadership, mentorship, training, collaboration with fellow contributors and participants, and providing effective feedback	Skills Gained: High-level leadership, consistent opportunities for collaboration, project-driven environment and demonstrable decision-making responsibilities	Skills Gained: Leadership, mentoring individuals and a team, and collaboration	Skills Gained: Self-directed course of study, over 300 communication competencies, large-scale and small-scale leadership opportunities, collaboration, cooperation, self-direction, and receiving and providing effective feedback	Skills Gained: Communication and leadership



For more information visit www.toastmasters.org/education/distinguished-toastmaster

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Homework

- Read the Rule Book and Best Practices for Hybrid contests
- Assemble a team
- Set a date
- Reserve a venue
- Know your budget
- Decide what contests you'd like to hold (mandatory - International Speech contest and Evaluation contest). The latter two will be conducted at the District level. Apart from the International speech contest in English, there will be a French, Portuguese and Spanish speech contests at District level.
- Create a registration form - Google Form - (ask for volunteers)
- Practice the art of evaluations to help and motivate your members to participate in the evaluation contest.
- Mention from now on, at each meeting, the upcoming contest season and the cost for each contest so that members can save up money!**
- Check the eligibility rules
- Check the checklists
- Repeat!!
- Use this project to fulfill your HPL (High Performance Leadership) project - Level 5 elective.





This year's World Champion of Public Speaking, Jocelyn Tyson (center), poses proudly with third-place winner Maryam Ganni (left) and second-place winner Nisha Shivram (right).



INTEGRITY



RESPECT



SERVICE



EXCELLENCE



K keep

I t

S uper

S imple







Thank
you

toastmasterclaudia@gmail.com

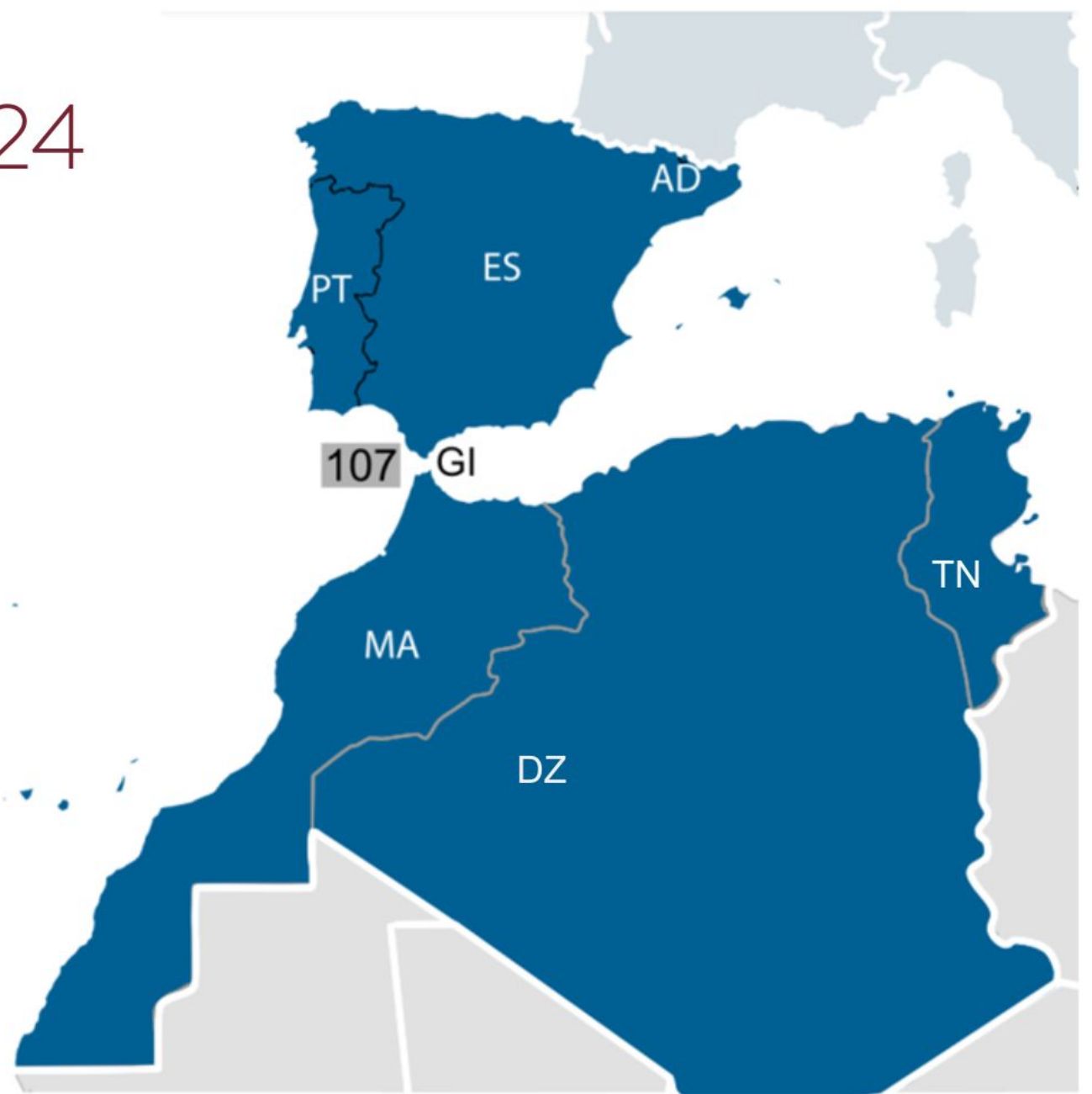
TOASTMASTERS
INTERNATIONAL

How to Create a Club Step-by-Step

Club Growth Director – Norberto Amaral

DISTRICT 107 2023/24

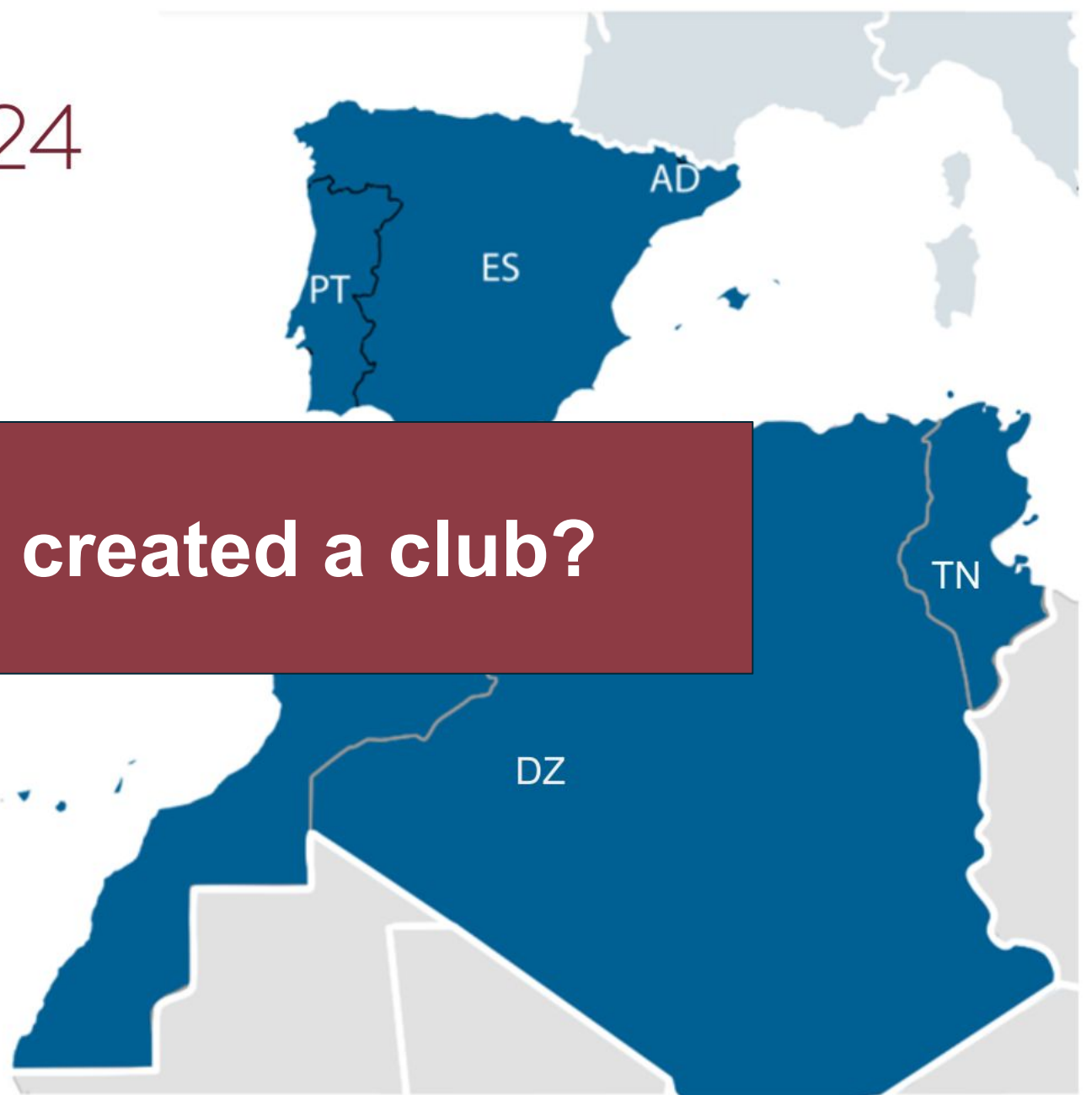
- Andorra	0
- Spain	44
- Portugal	37
- Gibraltar	1
- Morocco	8
- Algeria	0
- Tunisia	1
- Online	2
outside D107	89

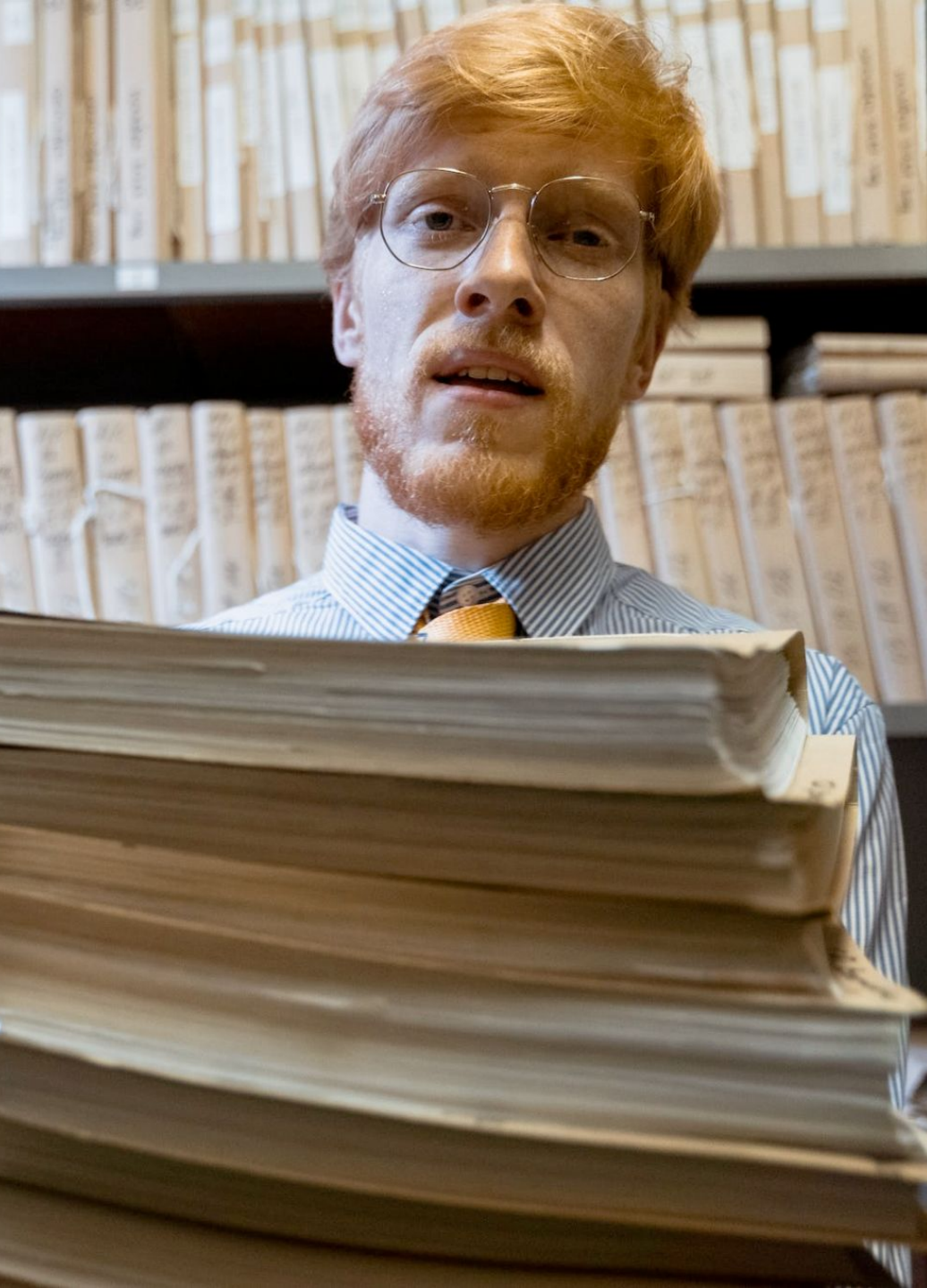


DISTRICT 107 2023/24

- Andorra 0
- Spain 44
- Portugal
- Gibraltar
- Morocco
- Algeria 0
- Tunisia 1
- Online 2
- outside D107 89

Who here created a club?







Looks hard, it's easy!



Looks hard, it's easy!



Looks easy, it's hard!

How to Create a Club Step-by-Step



Leads

- Receive contacts
- Meet / talk to them
- Get a sponsor
- Help preparation

•

Leads

- Receive contacts
- Meet / talk to them
- Get a sponsor
- Help preparation

- Fill out form
“Application to Organize”
- Pay \$125

Leads

- Receive contacts
- Meet / talk to them
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- Help preparation

Prospective

- Get a mentor and learn
- Run Meetings
- Promote, grow, blossom
- Get to 20 founding members!

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- Fill out all forms
- Pay \$20 + \$60 per member

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- If you're creating the club in March or September you may pre-pay the semester ahead
- Next semester: pay in proportion of the months of activity to six months

Leads

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Clubs

- FIND A MENTOR NOW
- Meetings!
- Promotion!
- Contests!
- Training Club officers!
- Attending DCM!
- Attending Summit and Conference!

TOASTMASTERS
INTERNATIONAL

Coffee Break



TOASTMASTERS
INTERNATIONAL

Energizer

Division Director D – Izidro Sousa



**TIME FOR AN
ENERGIZER!**

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Dynamic Demo Meetings

Regional Advisor - Piotr Chimko

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Working on our Success Plans

Division and Area Teams

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Sharing the Plan

Division and Area Teams

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Final Quiz – What have we learned?

Program Quality Director – Claudia Villarreal

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Parking Lot / Q&A

District Core Team

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Wrap-Up and What's Next?

Program Quality Director – Claudia Villarreal