



FLUOR COMMUNICATORS

Club #3950 - Area 8 - Division D - District 42

The **TABLE TOPICS MASTER** Role

The Table Topics Description

The purpose of the Table Topics is to help you improve your impromptu speaking, to challenge and develop your communication skills and make you think on your feet, by answering unrehearsed questions. Also, this is a way to give all participants the chance to practice their public speaking. Table Topics are meant to prepare you for real life situations where you have to answer on the fly, like: job interviews, social gatherings, business meetings, press conferences, zoom breakout rooms, networking events, etc.

Before the Meeting:

- Prepare 5 questions related to the theme of the meeting; each question should allow participants to give an answer over 1-2 minutes.

Meeting Theme:
1.
2.
3.
4.
5.



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At the Meeting:

- When called by the Toastmaster, describe Table Topics (see above).
- Advise participants on how they could answer: - directly, building an answer around a key word in the question or - "the politician way", shifting the question to talk about something else.
- Encourage participants to use the Word Of the Day.
- Remind the Timer to set **GREEN for 1 min**, **YELLOW for 1 min 30 secs** and **RED for 2 mins**.
- Pose one question from the ones you prepared and name one participant to answer it. Participants can ask for the question to be repeated.
- Continue with 3-5 questions according to the available time (ask the Timer).
- Return the gavel/control back to the Toastmaster.