



The **TABLE TOPIC MASTER** Role

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.

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 1min**, **YELLOW for 1min 30 sec** and **RED for 2min**.
- 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**.