



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

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 **keyword** in the question, or “**the politician way**,” shifting the question to talk about something else.
- Encourage participants to use the **Word Of the Day**.
- Select participants who don't have a big role.
- Ask guests ahead of time if they want to participate, and if they do call on them after more experienced member goes first.
- Remind the Timer to set **GREEN** for 1 min, **YELLOW** for 1 min 30 sec and **RED** for 2 min.
- 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**.



QUESTIONS

MEETING THEME:	
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	