

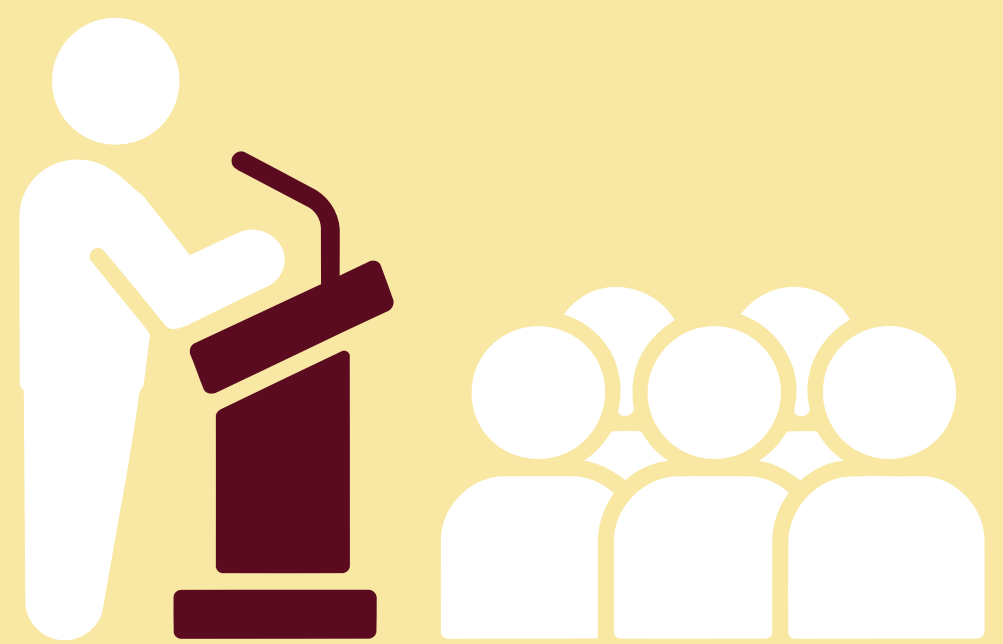
# LEADING IN DIFFICULT SITUATIONS

## PURPOSE STATEMENT

The purpose of this project is to practice strategies for adjusting to unexpected changes to a finalized plan.

## OVERVIEW

The member must design and complete a project plan for any event or set of goals, either real or hypothetical. The plan should include as many details as possible to support its success. At a club meeting, the member must deliver a 5- to 7-minute speech to share their plan. They must then distribute copies of the Plan Disruption Ideas resource to club members and give them 2 to 3 minutes to discuss possible disruptions. The member must listen and respond with impromptu solutions to the proposed disruptions. The total time for this assignment during the meeting is 15 to 20 minutes.



## PROJECT INCLUDES

Designing a detailed project plan, delivering a 5- to 7-minute speech to share your plan, an impromptu speech to present solutions to disruptions

### GENERAL OBJECTIVES

Clarity, Vocal Variety, Eye Contact, Gestures, Audience awareness, Comfort level, Interest

### KEY OBJECTIVES

Topic, Impromptu Speaking & Challenges



# CREATE A PODCAST

## PURPOSE STATEMENT

The purpose of this project is for the member to be introduced to the skills needed to organize and present a podcast. The purpose of this speech is for the member to introduce their podcast and to present a segment of the podcast. The podcast may be an interview, a group discussion, or the member speaking about a topic

## PROJECT INCLUDES

Recording 60 minutes of podcast content, playing 5 to 10-minute podcast segment at the club and a 2- to 3-minute introduction speech about the podcast.

## OVERVIEW

The member must record a podcast with a minimum of 60 minutes of content. The podcast can be an interview, a group discussion, or the member speaking about a topic. The member may divide the podcast into separate episodes, with each episode being at least 10 minutes long, though they can be longer if it fits the topic and style. After recording the content, the member must play a 5 to 10-minute segment in the club and introduce the segment in a 2- to 3-minute speech.

### GENERAL OBJECTIVES

Clarity, Vocal Variety, Eye Contact, Gestures, Audience Awareness, Comfort Level, Interest

### KEY OBJECTIVES

Podcast delivery



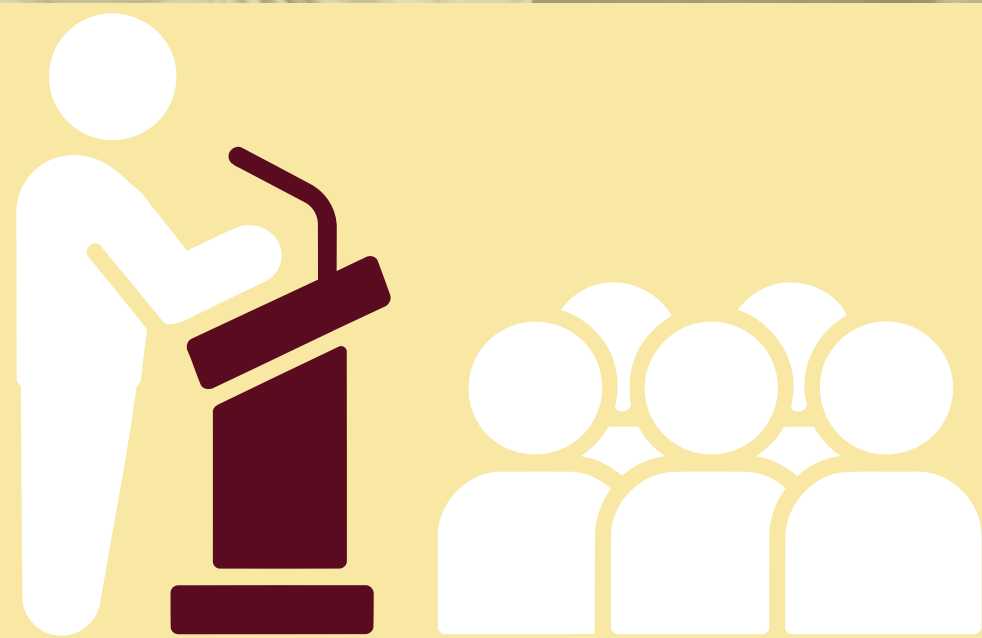
# BUILDING A SOCIAL MEDIA PRESENCE

## PURPOSE STATEMENT

The purpose of this project is for the member to apply their understanding of social media to enhance an established or new social media presence. The purpose of this speech is for the member to share some aspect of their experience establishing or enhancing a social media presence

## OVERVIEW

The member will build a new social media presence or enhance an existing presence using this project and their own research. The member will generate posts to a social media platform of their choosing. It may be for a personal or professional purpose. After the member achieves their goal, they will deliver a 5 to 7 minute speech to the club about their results, experience, and the benefits of social media.



## PROJECT INCLUDES

Establishing or enhancing a social media presence and a 5 to 7 minute speech

## GENERAL OBJECTIVES

Clarity, Vocal Variety, Eye Contact, Gestures, Audience Awareness, Comfort Level, Interest

## KEY OBJECTIVES

Topic



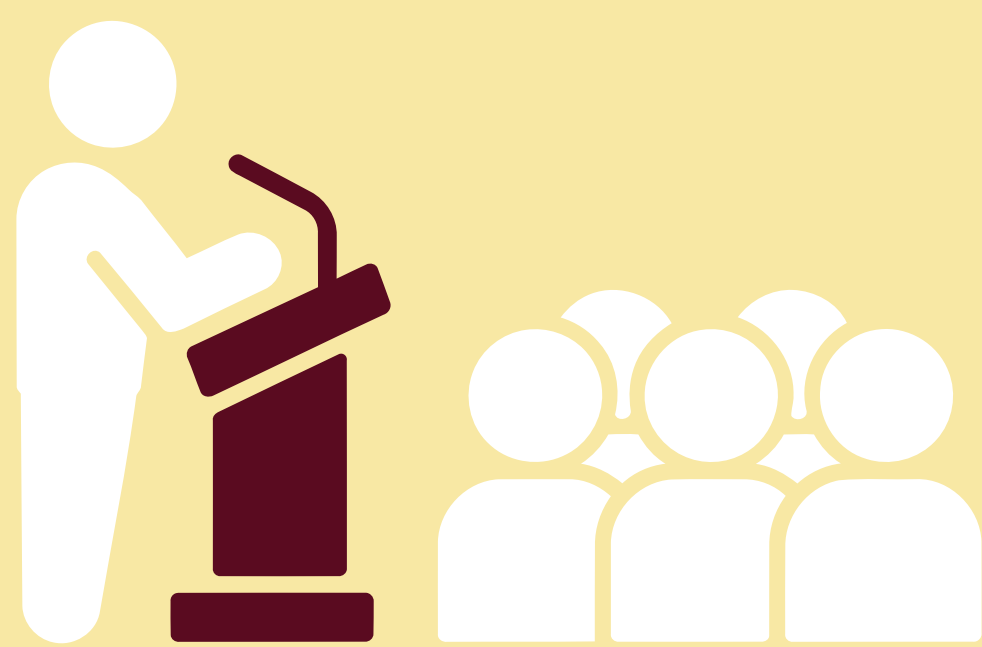
# MANAGING A DIFFICULT AUDIENCE

## PURPOSE STATEMENT

The purpose of this project is for the member to practice the skills needed to address audience challenges when they present outside of the Toastmasters club.

## OVERVIEW

The member has to prepare a 5- to 7-minute speech on a topic of their choosing. The member may write a new speech or use a speech you presented previously. The member will be evaluated on the way they manage audience disruptions, not the content of your speech. Before your club meeting, send the Role Play Assignments resource to the Toastmaster and vice president education. As you present your speech, respond to different types of difficult audience members that disrupt you. The process of speaking and responding to audience members will take 12 to 15 minutes.



## PROJECT INCLUDES

A role play assignment for club members and a 5- to 7-minute speech

### GENERAL OBJECTIVES

Clarity, Vocal Variety, Eye Contact, Gestures, Audience awareness, Comfort level, Interest

### KEY OBJECTIVES

Effective Management & Professionalism



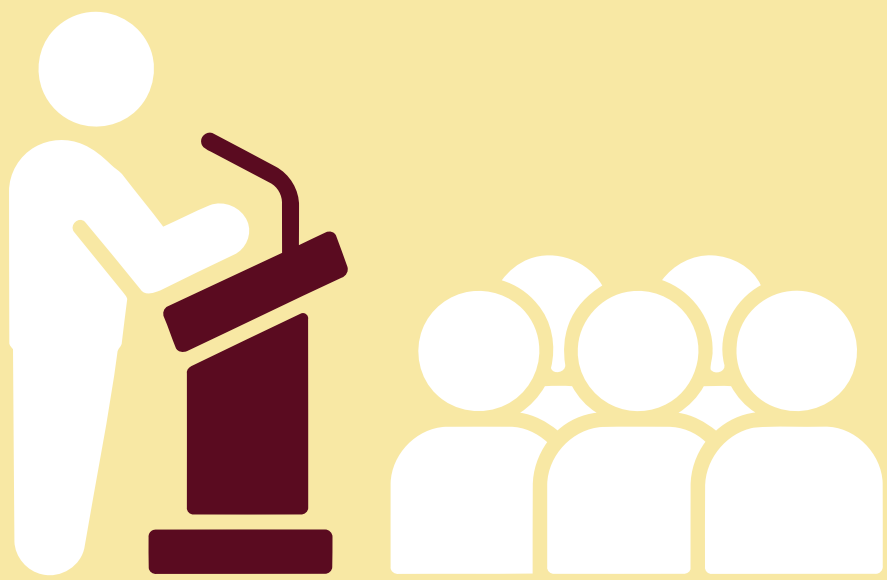
# WRITE A COMPELLING BLOG

## PURPOSE STATEMENT

The purpose of this project is for the member to review or introduce the skills needed to write and maintain a blog. The purpose of this speech is for the member to share some aspect of their experience maintaining a blog

## OVERVIEW

The member must post a minimum of eight blog posts in one month. The blog can be new or one the member has already established. After completing the posts, the member must deliver a well-organized 2- to 3-minute speech about some aspect of their experience writing, building, or posting to the blog.



## PROJECT INCLUDES

Maintaining a blog and posting at least eight times in one month and a 2- to 3-minute speech

### GENERAL OBJECTIVES

Clarity, Vocal Variety, Eye Contact, Gestures, Audience awareness, Comfort level, Interest

### KEY OBJECTIVES

Speech: Topic Blog: Topic, Design, Well-written, Varied posts, Post frequency & Engagement



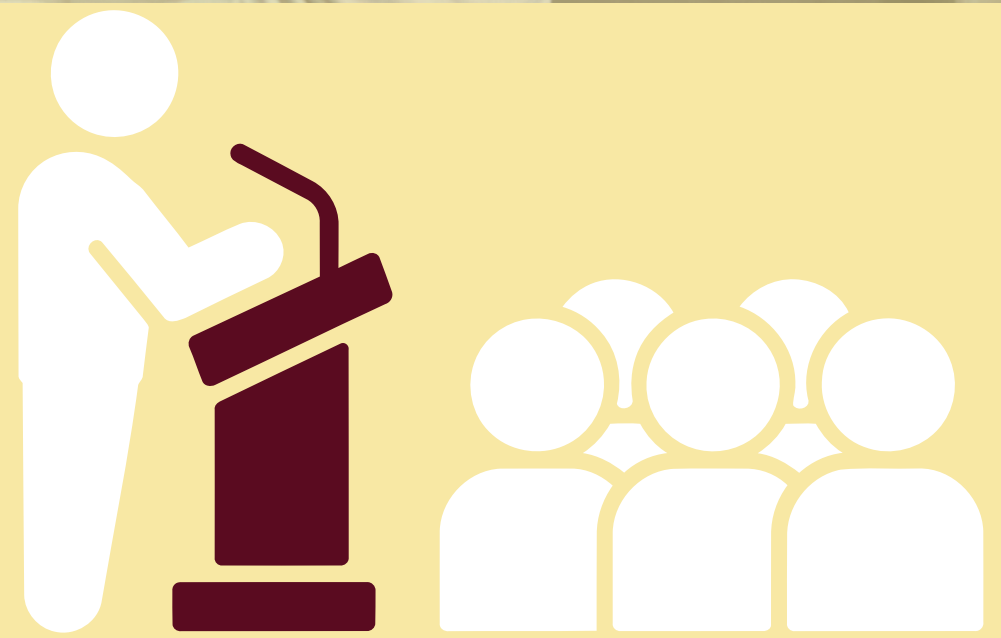
# MANAGE ONLINE MEETINGS

## PURPOSE STATEMENT

The purpose of this project is for the member to practice facilitating an online meeting or leading a webinar

## OVERVIEW

The member will deliver a well-organized 20- to 25 minute online meeting or webinar with visual aids for fellow Toastmasters, on a topic of their choice. Depending on the type, the member may facilitate a discussion between others or disseminate information to attendees at the session. The member should use excellent facilitation and public speaking skills. The member has to invite their evaluator to participate in the online meeting or webinar.



## PROJECT INCLUDES

Planning and conducting a 20- to 25 minute online meeting or webinar

## GENERAL OBJECTIVES

Clarity, Vocal Variety, Eye Contact, Gestures, Audience Awareness, Comfort Level, Interest

## KEY OBJECTIVES

Technology Management & Organization



# QUESTION-AND-ANSWER SESSION

## PURPOSE STATEMENT

The purpose of this project is learn about and to practice facilitating a question and answer session. The purpose of this speech is for the member to practice delivering an informative speech and running a well-organised question and answer session.



## PROJECT INCLUDES

A 5 to 7 minute speech followed by a question-and-answer session after the speech

## OVERVIEW

The member must select a topic of which they are particularly knowledgeable. Prepare and deliver a speech on this topic, followed by a question-and-answer session. Together, the speech and question-and-answer session must be 15 to 20 minutes. The member must use time effectively to ensure both segments are completed.

## GENERAL OBJECTIVES

Clarity, Vocal Variety, Eye Contact, Gestures, Audience Awareness, Comfort Level, Interest

## KEY OBJECTIVES

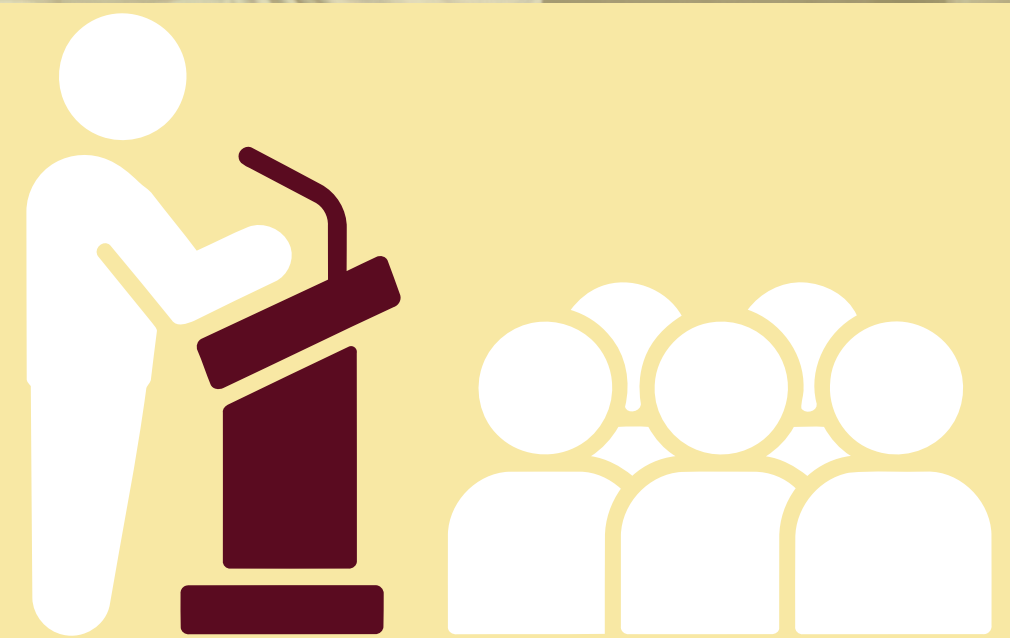
Response, Facilitation & Time Management



# PUBLIC RELATIONS STRATEGIES

## PURPOSE STATEMENT

The purpose of this project is for the member to practice the skills needed to effectively use public relations strategies for any group or situation. The purpose of this speech is for the member to share some aspect of their public relations strategy



## PROJECT INCLUDES

Creating a public relations strategy followed by a 5 to 7 minute speech

## GENERAL OBJECTIVES

Clarity, Vocal Variety, Eye Contact, Gestures, Audience Awareness, Comfort Level, Interest

## OVERVIEW

The member will deliver a well-organized speech about a real or hypothetical public relations strategy. The speech should be engaging, informational, but may include humor and visual aids.

## KEY OBJECTIVES

Topic & Visual Aids (optional)



# MANAGE PROJECTS SUCCESSFULLY

## PURPOSE STATEMENT

The purpose of this project is for the member to practice developing a plan, building a team, and fulfilling the plan with the help of their team. The purpose of the first speech is for the member to give a short overview of the plan for their project. The purpose of the second speech is for the member to share their experience completing their project.

## PROJECT INCLUDES

Building a team, creating a project plan, delivering a 2- to 3-minute speech about the plan, Completing the plan with the team & delivering a 5 to 7 minute speech about the project experience

## OVERVIEW

The member has to form a team of three to four people and choose a project. Create a plan for their project and present the plan to the club in a 2- to 3-minute speech. Then the member has to work with your team to complete the project. Present a 5 to 7 minute speech about their experience. This speech may be humorous, informational, or any type of speech that appeals to the member.

## GENERAL OBJECTIVES

Clarity, Vocal Variety, Eye Contact, Gestures, Audience Awareness, Comfort Level, Interest

## KEY OBJECTIVES

Topic