



Hosted by:
**Asian Community
& Cultural Center**



Speechcraft Presentation Training
For Multicultural Working Professionals
Syllabus
November 14 – December 19, 2016

November 14: Week 1: Role Training

Toastmaster – *TI Volunteer*
General Evaluator – *TI Volunteer*
Educational Speeches: *TI volunteer*
“Take the Terror out of a Talk”
“Speech Organization”
Evaluator - *Participants*
Tabletopics - *Participants*
Timer - *Participants*
Icebreakers: - *Participants 3-5 min Each*
Subject areas:
Be in Earnest: - Organize Your Speech

November 21, Week 2

Toastmaster – *(Meeting Facilitator)*
General Evaluator – *(TI Volunteer 1)*
Educational speech: *(TI Volunteer 2)*
Introducing a Speaker –
How to relate to your audience
Evaluator – *TI volunteer 1*
Table topics - *Participants*
Timer – *Participant 3*

November 28, Week 3

Toastmaster – *TI Volunteer*
General Evaluator – *TI Volunteer*
Educational Speech: *TI volunteer*
Gestures & vocal variety
Evaluator – *TI volunteer*
Table topics - *Participants*
Timer - *Participants*
Icebreakers: - *Participants 3-5 min Each*

December 5, Week 4

Toastmaster – *TI Volunteer*
General Evaluator – *TI Volunteer*
Educational Speech: *TI volunteer*
Speech Evaluations
Evaluator - *Participants*
Ah/Gr - *Participants*
Tabletopics - *Participants*
Timer - *Participants*
Icebreakers: - *Participants 3-5 min Each*

December 12, Week 5

Toastmaster – *TI Volunteer*
General Evaluator – *TI Volunteer-Participant*
Educational Speech: *TI volunteer*
Using visual aides
Evaluator - *Participant*
Tabletopics - *Participants*
Timer - *Participant*
Icebreakers: - *Participants 3-5 min Each*

December 19, Week 6: Graduation

*****Award & Certificate Ceremony***
Toastmaster – *TI Volunteer*
General Evaluator – *TI Volunteer - Participant*
Evaluators - *Participant*
Ah/Gr - *Participant*
Timer - *Participant*
Speakers – *Participants: 3-5 min Each*
***What I've learned – Where I'll apply it – What
do I want to learn next?***