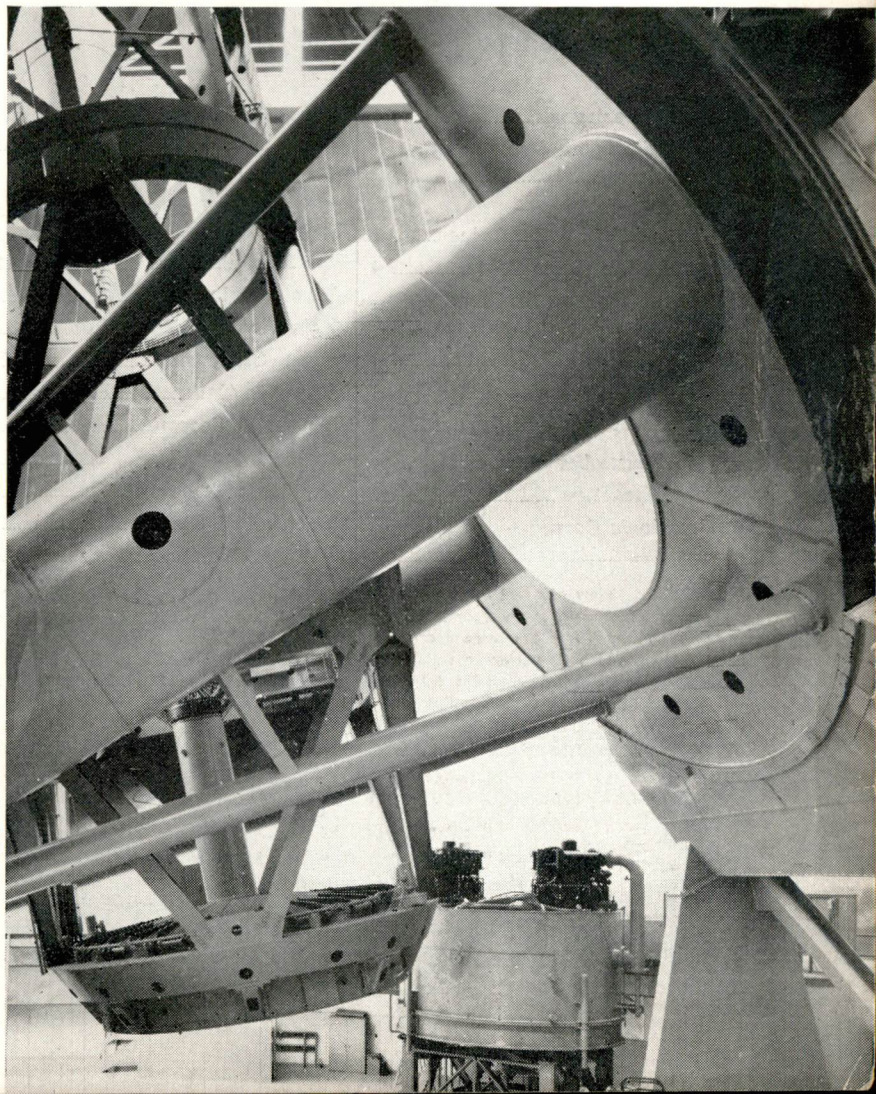


THE *Toastmaster*

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TOASTMASTERS INTERNATIONAL, Incorporated In 1932, is a non-profit educational organization of 655 active clubs, located in the United States, Canada, England, Scotland, South Africa, and the Hawaiian Islands, devoted to the work of helping men to become better speakers.

For Better Thinking—Speaking—Listening

(For Information, address Toastmasters International, Santa Ana, California)

Contents

Widening Horizons.....	1	The Master's Touch	
Basic Training at San Francisco	2W. G. Jeffries.....	14
The President's Page—		Use Your Public Library	
.....I. A. McAninch.....	3Leonard E. Miller.....	15
Editorial—The Home Office.....	4	The District Organization—	
Hitting the Nail on the Head		Map	16-17
.....Harris Johnstone.....	5	What's Going On?.....	18
Toastmasters Are Different.....	8	This Month in Your Club.....	24
How to Evaluate a Speech—Part		Good Citizenship.....	25
Two	9	How We Talk.....	26
How to Remember Your Speech.....	11	Words in Season.....	27
Audience Reaction.....	12	Inside Information.....	28
Grammarians' Corner—		Questions Answered.....	30
.....Ernest L. Edge.....	13	Quotes and Stories.....	31
		"Quizzers"	32

THE COVER: View of great telescope at Palomar Observatory. The dome is 135 feet high and 137 feet wide, and weighs 1,000 tons. The building is insulated to maintain a stable temperature. There are three floors, a glassed-in visitors' gallery, freight and passenger elevators, and a 60-ton crane which travels between shutter arches in top of dome. The observatory which houses the 200 inch telescope, property of California Institute of Technology, is located 125 miles southeast of Los Angeles.

LOCATION OF HOME OFFICE—In Santa Ana Community Center, 1104 West Eighth Street.

Opinions expressed in the articles in this magazine reflect the views of the writers and do not necessarily indicate the attitude of the organization, Toastmasters International.

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PALOMAR OBSERVATORY DOME

Widening Horizons

Looking forward on the
Twenty - fourth Birthday of
Toastmasters International



Man's optical horizon has been widened substantially by the powerful two-hundred inch telescope now installed at the Mt. Palomar Observatory in California. By the recent issuance of a special Mt. Palomar stamp, the United States government has honored this scientific development. Because man's mental and spiritual horizons also have been widened by the creation of Toastmasters Clubs, the Mt. Palomar telescope has been chosen as the dramatic symbol for this month's observance of the Twenty-Fourth Anniversary of Toastmasters International.

Long years of research and application have been required to produce the telescope—likewise, to develop Toastmasters training as it exists today. Nor has it been merely to occupy their time that scientists have struggled unceasingly to search farther into the heavens, and that pioneering Toastmasters have labored long and earnestly to create an effective speech educational organization. Instead, both groups have re-

sponded to an impelling urge to serve their fellow men.

By making available hitherto unrecorded facts concerning our physical universe, scientists have added substantially to man's knowledge of the world in which he lives. By improving men's means of communicating with each other, Toastmasters Clubs are making it possible for men to live "more abundantly". However, it is well to recall the wisdom of the ancient prophet who counseled that there are "none so blind as those that will not see". Both the telescope at Mt. Palomar and Toastmasters training are without value until men use them, and even then the degree of their value is determined by the intelligence and attitude of the user. If man's purpose in scanning the skies is to discover new planets to be conquered for his own aggrandizement, then all is in vain. If, on the other hand, his goal is to widen his field of universal service, then let us build even larger telescopes—but only after we have

used this one to its utmost!

The same is true of the Toastmasters program. As members improve their ability to express their thoughts effectively in whatever worthwhile fields they choose, they widen their horizons of service to their fellow men. Founder Ralph Smedley knew this twenty-four years ago—as has every true leader of Toastmasters since! Only by

proper use will our Toastmasters International organization achieve its destiny. On this twenty-fourth anniversary of their organization Toastmasters are fully justified in looking with pride at its past history. But let us not waste too much time looking backward. Instead, let us look out on to the wider horizons — and press toward them!



BASIC TRAINING AT SAN FRANCISCO

Presentation of certificates of completion to half a dozen delegates at San Francisco high-lighted one of the educational sessions. The presentation was made by Reuben Levetin, of San Francisco Mission Toastmasters Club, who holds the Number One certificate, awarded to him on April 10, 1946. Since that time, some 250 ambitious Toastmasters have won their certificates, and there is promise that this number may be doubled during the next few months.

Twenty-five men, holders of Basic Training certificates, attended the first annual B. T. Luncheon as an event of the Convention program. This luncheon, as well as the mass presentation of certificates, is to be made a regular feature of the convention hereafter. Attendance at the luncheon is limited to men who have completed the Basic Training course.

Characteristic of sentiments ex-

pressed by the men at the luncheon are the words of Gordon Merrick, of Fort Collins, Colorado, who said: "All our new members are immediately started on Basic Training. We shall have at least one-third of our members qualified for certificates this year."

Stearns Cushing, Jr., of Capitol City Toastmasters, Salem, Oregon, expressed his opinion: "Basic Training is a perpetual road map. Each lesson is a means to an end. It sets a goal for every member, and is a guarantee that we shall always be conscious of the fundamentals."

V. O. Sellers, of Minneapolis Toastmasters Club No. 75, rated Basic Training as "the greatest individual aid in Toastmasters work. No member can obtain maximum value without completing the course, and no one can complete the course without greatly improving his speech ability."

The President's Page

By I. A. McANINCH

Experience is one of the greatest teachers. Yet most of us hesitate to profit from the experiences of others.



It's good business sometimes to be a "Copy Cat." In no other adult educational project is there available such a

wealth of helpful materials (experience, if you please) as is found in our Home Office. Membership in a Toastmasters Club makes this experience available to you. Are you using it? It's good business to do so.

This year we are stressing, through District and Club Educational Chairmen, more complete participation in the program of member improvement.

Many of us were in the Toastmasters work before *Basic Training* was even thought of, and yet for every old-timer there is a delightful experience awaiting in the completion of this valuable book. The new member should definitely be given the incentive to follow the course as outlined. I have seen the older members in my own club become consistently winning speakers through use of *Basic Training*.

We all wish we were better evaluators. A poll of several clubs re-

veals that few of the members make any preparation for their part in the program when given the assignment of critic or evaluator. What has become of your book *Speech Evaluation*? It is one of the very finest aids in improvement in this art of criticism.

Have you tried holding a school for the purpose of building a panel of six, eight or more key evaluators in your club? Try it and revel in the experience of better evaluation. That, you will agree, is good business.

Don't be a "Stumblebum" when you are called upon to serve as chairman of a meeting. Yes, materials are available at the Home Office which furnish this help. Use *The Amateur Chairman*, one of the best books on how to preside.

All these helps are based upon years of experience. They are practical. They are easily read and authoritative. It will be good business to devote the year to a systematic educational program in your club. Start with the Educational Chairman in your own club. Ask the District for help; contact the Educational Committee of International—they will be glad to help.

Yes, again and again *it's good business*, Mr. Toastmaster, to do these things. We cannot do them for you, but we are glad to help you do them for yourselves. That's good business.

THE Toastmaster

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The Home Office

The following is quoted from
The Toastmaster of December,
1939:

"A young man entered the of-
fice of Toastmasters International
the other day, announcing himself
as secretary of one of our distant
clubs. It was his first contact with
'headquarters.'

"As we sat and visited, he look-
ed around the little room which is
our office, and finally inquired, 'Is
this really the headquarters of
Toastmasters International?' We
assured him that it was, whereup-
on he remarked, with obvious dis-
appointment, 'I thought you fel-
lows had a fine, big office build-
ing.'"

* * * *

Even today, visitors to the Home
Office are impressed by the lack of
ostentation. While they find offices
covering many times the floor
space that we had nine or ten

years ago, and mechanical equip-
ment worthy of the most up-to-
date establishment, they see no ex-
pensive furniture, no deep-piled
rugs on the floor, no ornate deco-
rations. On the contrary, they ob-
serve offices designed for action
and production, and an office
force working at top speed to
serve the members.

It has been the policy of Toast-
masters International from the be-
ginning not to build up an elab-
orate mechanism, nor expensive
central office, but to place all em-
phasis on improving the work
done by the clubs and their mem-
bers throughout the organization.

The Home Office today exempli-
fies the true spirit of Toastmasters,
which is the spirit of service, of
mutual helpfulness, of economical
operation, and of progressive ed-
ucation.

It is that underlying spirit
which enables today's members to
point with pride to an honorable
and productive past, and to look
forward to a pleasant future.

It has been estimated that more
than 50,000 men have been in our
membership during the past 20
years. Almost every one of them
has gained in usefulness and in
capacity for fruitful living through
his connection with us. And all
this has been done at an expense
to the individual member so small
as to be negligible.

From the standpoint of money-
making for the corporation, it has
not been good business, but from
the standpoint of the member, and
on the basis of results produced, it
may be said without hesitation:
"It's good business!"

Hitting the Nail on the Head

By HARRIS JOHNSTONE,
of Winnipeg Toastmasters Club No. 250



Speech with a purpose is the "Point of
Emphasis" for October. This article should
be read by every member in connection
with his purposeful speech.

Whether we realize it or not,
every speech we make has a pur-
pose.

If there is no purpose, we have
no right to talk.

All, or nearly all, of our
speeches can be classified as to
purpose in one of five categories.
Here are the five:

1. To entertain.
2. To inform.
3. To stimulate thought.
4. To convince.
5. To obtain action.

To Entertain

Taking these purposes in or-
der, let us suppose that you are to
give an entertaining speech.

The first thing to determine in
this, as in almost every other situ-
ation, is the nature of the audi-
ence. Is it made up of men, ex-
clusively, or of women, or is it a
combination of both sexes? Are
children and young people to be
expected? You must adapt your
material to the character of your
listeners.

If you are to address an audi-
ence of women, humor related to
the home, or to children, or to

school, or to shopping may be ex-
pected. In a mixed audience, ref-
erence to the "battle of the sexes"
would find a response; and fun
poked at men while building up
the women would be welcomed.

This is largely the technique of
radio comedians, with whom man
is usually the goat while the
woman is the all-wise person who
says the last word and gets all the
laughs at the expense of the dumb
and bumbling male.

There is a fine art in picking a
topic or a situation which will en-
tertain your audience, and then
dealing with it so that the people
really are entertained. Probably
that is why entertainers are so well
paid when they are popular, yet
stale so quickly when they lose
their appeal. Maintaining a repu-
tation as a humorist is probably
harder in the long run than keep-
ing up your standing as any other
type. Perhaps most of us should
give up trying to be great enter-
tainers.

To Inform

This is probably the easiest kind
of speech to prepare. In many

cases it is also the dullest—but that need not be.

A primary precaution is to make sure that the speech fits the occasion and the audience to which it is directed. For example, an informative talk on parliamentary procedure would find a ready response in a group of people who are definitely interested in chairmanship, but it would be a dull subject to present to a group of men just in from a fishing trip, or a match at some out-door sport. An exhaustive discourse on the party system would be welcomed by people interested in political science, but not by an audience primarily interested in the development of our parks.

If you are to inform or instruct, you must pick a theme which will directly or indirectly impinge upon the interests of a majority of your listeners. In such circumstances, there is a chance that your informative talk will be useful and well received.

Reaction

It has been estimated that among primitive peoples the emotions govern about eighty percent of their reactions. The intelligence is responsible for the other twenty percent. In modern civilization, with its educational and cultural opportunities, the intelligence factor rises, and the emotional one is less. But even in this modern age, the emotions still are responsible for a large part of man's actions.

When you attempt to stimulate thinking among your hearers, do not forget that thinking is hard work, and that many people are

unaccustomed to it. You must win both their attention and their inclination.

The technique is to appeal to their emotions, and thus lead them to think. This is why speech authorities recommend a startling statement or question as the opening of a talk. The speaker must stir the emotions—fear, anger, curiosity—so that brain work will follow. Intelligent listening comes with emotional stirring.

If you are able to give information to an audience, and cause its members to reflect, then you are in a preferred position to convince them.

As with all speeches, this one should have a strong opening—something which will arrest attention and arouse interest. It must be followed by a statement of the main premise, worded in such a clear and concise way that the listeners can follow you readily, and even with some degree of eagerness.

You might be addressing a group of commercial men or economists, perhaps trying to convince them that trade barriers should be lowered. You must bear in mind that most people have dual ideas about free trade and protection.

Most of us want free trade on such goods as would be to our advantage, while we want a protective tariff against things which would compete with our products. Your purpose must be to show the inconsistency of these two viewpoints, and then emphasize the broader view which means the satisfying of the consumer group which includes all of us. You

must show a reasonable and desirable solution of the problem, and argue for its acceptance.

To Arouse Response

The ultimate in public speaking effectiveness is to interest, to inform, to cause thought, to convince, and finally to stir to action. That is the acme of public address.

This is the most difficult of public speaking assignments, and yet it is daily being accomplished by people who have only the minimum qualifications of a public speaker, but are sincere, well informed, shrewd in sizing up an audience, and are filled with enthusiasm and zeal to put across an idea, initiate a reform, or launch a project. Add these qualities to your training in speech, and you should be able to accomplish your purpose.

A speech with a purpose is a well-balanced combination of information, estimate of the audi-

ence, and conviction which is shown in appeals to both emotion and reason.

In the Toastmasters Club we can help each other with the mechanics of preparation and delivery, but such things as sincerity, zeal, conviction, and an adequate background of information concerning the subject are factors which depend upon the speaker alone.

No matter what the purpose of your speech may be, there are four principal requisites: Be natural. Be sincere. Be enthusiastic. Know what you say.

Follow these suggestions, and at the same time bring to bear on your talk the qualities of naturalness, sincerity and enthusiasm, plus authoritative information, and neither you nor your audience will have any doubt that you have actually delivered "A Speech with a Purpose."



THIS IS NOT NEW

As timely today as it was when first spoken by Catwg the Wise to his pupil, Taliesin, thirteen centuries ago, is this advice to the speaker:

Think before thou speakest:

- First, what thou shalt speak;
- Secondly, why thou shouldst speak;
- Thirdly, to whom thou mayest have to speak;
- Fourthly, about what (or whom) thou art to speak;
- Fifthly, what will come from what thou mayest speak;
- Sixthly, what may be the benefit from what thou shalt speak;
- Sevently, who may be listening to what thou shalt speak.

Toastmasters Are Different

Toastmasters are different.

We have a right to be proud of the characteristics which distinguish us from other organizations, and give force to our claim that we are different.

For one thing, we put on our own programs. Our own members perform to entertain and instruct us. Very rarely does any outside speaker appear before a Toastmasters Club.

Even in the recent Convention at San Francisco, the only non-member who appeared on the program was the distinguished San Franciscan who came to welcome us. Every other speaker was a Toastmaster. Most great conventions bring in speakers and entertainers from the professional field. We do not have to do so.

Another difference is our freedom from propaganda. This is a perpetual mystery to newspaper men, who never fail to ask for the resolutions to be presented, dealing with national and international affairs, pointing with pride and viewing with alarm.

We Toastmasters take pride in the fact that we encourage men to think honestly and speak frankly on the basis of their honest think-

ing, but that we do not attempt to label or standardize or dictate the thinking. We stand in a position of independence and fairness, with every member at liberty to speak his honest opinions and convictions, and to hear the comments and reactions of his fellows.

There is another point of difference, in that we not only accept, but welcome criticism. Probably there is no other organization which so emphasizes the importance of giving and receiving criticism, and which tries so hard to teach its members to evaluate and be evaluated. We do not encourage speaking for its own sake, but for the sake of expressing worthy ideas in a worthy way.

We are different in that we train men to improve themselves, in order that they may better serve—not the Toastmasters organization—but their cities and their nations, their societies and fraternities, the world in which they live.

And then we are not a commercial organization. We do not have to make money, or declare dividends, except in the achievements of our members. Being free from the money-making urge, we are at liberty to work and serve in ways impossible when the cash receipts are the measure of success.

Not in the spirit of the Pharisee, but in his words, we may very well thank God "that we are not as other men," but that we are as we are, free, self-sufficient, open to criticism, eager to improve, and free from taint of commercialism.

We are different. Let us be proud to maintain our distinction.

SECOND INSTALLMENT

How to Evaluate a Speech

By HOWARD LITTLEJOHN, of Glendale "Jewel City" Toastmasters Club

Refer to the first section of this article, page 23, of the September issue of The Toastmaster. Save both sections for reference.

Now let us suppose a speaker has made a world-shattering statement, but left it hanging in mid-air, unsupported by any recognized authority. The critic remembers a card in his file at home which says: "An assertion made without proof can be denied without proof." That is purely instructive. If he wishes to be a little more entertaining he can use the quotation on the same card: "Uncle Mose says, 'It ain't the things you don't know that get you into trouble—it's the things you know for sure that ain't so'."

Suppose a speaker has the bad habit of hesitation which makes him difficult to listen to. He puts his pauses in the wrong places. The critic recalls a card in his file which suggests a choice of any one of several different remedies:

1. Learn to make your pauses punctuate, not mutilate.
2. Make your pauses break your thoughts into phrases, not fragments.
3. Learn the technique of pause and you have learned the technique of poise.

Or, he can use the example: The little boy said, "The teacher was

dirty, and hadn't had a bath in weeks." But putting the pauses in the right places gives us a quite different meaning: "The little boy," said the teacher, "was dirty and hadn't had a bath in weeks."

When a speaker disregards the timing signal and runs overtime, the critic could cite the story about a lady driver who came to a stop at an intersection when the light was green. The signal changed to amber, to red, then to green again. Still the lady sat there. Finally the cop on the corner ambled over to her car, put one foot on the running board, rested his elbow on the window sill, his chin on his elbow, and in a tone of exaggerated concern said, "What's the matter, lady? Ain't we got no colors you like?"

Sources

There are countless other examples, but what is more important is to know how to prepare your own remedies. The sources of supply are limitless and inexhaustible. The last few pages of *Time Magazine* are devoted to criticism of new plays, new books, new pictures. The language used by these professional critics is

glaringly revealing. Words, phrases, and sometimes whole sentences can be borrowed by the speech critic and applied with equal effectiveness.

That popular book by Richard Borden, *Public Speaking as Listeners Like It*, is loaded with ideas tailored to our own particular needs.

And perhaps the greatest source of all is our own critics' bible, *Speech Evaluation* by Ralph C. Smedley. On every page you will find from one to a dozen phrases that will inject a sparkle and a clarity into the evaluator's remarks. But he won't have them in mind if he merely reads *Speech Evaluation* as he would a story, and then lays it aside. Read it, yes; but also study it. Underline the vital parts; then go back and read what you have underlined. You will discover that you have a treasury of material. Supplement this by being always on the alert for a jingle, a quotation, an anecdote or a story that can be used humorously to illustrate a certain speech situation, and your preparation will be complete. Once your preparation is completed, you will be surprised how easily and effort-

lessly parts of it will fit into your every evaluation—the result being a fast-moving, example-packed speech which will be diplomatic, instructive and entertaining.

It Takes Work

Work? Certainly it is work. Once you start it you will never abandon it. It is like opening a savings account. You love to watch it grow. But suppose it were twice the work—what of it? When we accept the assignment of General Critic, we automatically accept a responsibility—a responsibility to our speakers, to our club, and to Toastmasters everywhere. There is a very definite relationship between the quality of criticism practiced from week to week in a Toastmasters Club and the turnover in membership in that club. When we multiply that thought by the number of clubs in Toastmasters International, we begin to recognize the power of criticism.

When we can persuade each of our critics to make manifest his appreciation of his responsibilities by preparing his own individual "bag of tricks," then we will see criticism take its rightful place on our club programs—the headline attraction of the evening.

Men are polished, through act and speech,

Each by each,

As pebbles are smoothed on the rolling beach.

—J. T. TROWBRIDGE.

How to Remember Your Speech

Since the emphasis in the Toastmasters Club is laid on extemporaneous speech, the speaker has no worry about memorizing a form of words. His training helps him develop ability to clothe his thoughts with words as he speaks.

What he has to remember is the point of his speech, and how he is to make it. This is a matter of purpose and organization.

With a definite purpose as his destination, and with a definite plan to reach that destination, all the speaker has to do is to remember his plan, his road map, his outline, and if he has prepared a natural progression from start to finish, the outline can be counted on to be remembered almost automatically.

The first thing to think about, in preparing a speech, is the last thing which the speaker will say.

That is, the conclusion of his speech—the clincher—the whipcracker—the final appeal—must be in sight even before he figures out how to start. That is logical, for he must know where he is going before he can make the start. The destination determines the direction.

The experienced speaker, having selected the field in which his speech is to be located, immediately decides on what he intends to accomplish—on the *purpose*. If the purpose is not clear in his mind, he studies the subject until he is able to define his thinking,

and then formulates the purpose.

Having done this, his next step is to decide how he will start the speech so as to point it toward the goal, winning the favorable attention of his audience, and leading them to think along with him.

With the opening and the closing of the speech thus definitely in mind, he constructs a pathway from the opening to the close which will get him over the route in a logical manner, within the limits of his time.

All that he needs to do now, in order to "memorize" his speech, is to travel that path mentally until he has it so clearly in mind that there is no danger of wandering or forgetting. Each thought naturally suggests the next one, because the reasoning is so logically fitted together that the points of the speech demand to be presented in order. It is like watching a motion picture, or a map, or a production line along which some mechanism moves toward completion.

How can you remember your speech?

Get the destination thoroughly in mind. Know when you are to arrive there. Construct the road by which you will travel to that destination.

If you are in earnest, if you have a sincere purpose, you need not be afraid of forgetting.

But if you do not have a clear purpose, the best plan is to forget the speech in advance.

AUDIENCE REACTION

The Speaker Has the Right to Know About It!

The purpose of speech evaluation in the Toastmasters Club is to give the speaker the "audience reaction" promptly, while the audience perhaps is still reacting. For this reason, it is a good plan from time to time to have the individual evaluator give his comment as soon as the speech is ended, instead of waiting until all speeches have been made.

But the audience reaction, to be of real value, should be more than the reaction of just one individual. Different people react differently. The speaker has a right to know about these differences.

The evaluator should occasionally try watching the audience instead of the speaker.

The way to get an estimate of the actual reaction of an audience is to watch the auditors. Thus the evaluator can gain some idea of the effect of the speech.

As you watch the listeners, you may catch evidences of many varieties of reaction. Some of the people look bored, disinterested, careless. Some of them may be nodding, half asleep. The speaker should be able to observe and correct such effects, if he is experienced, but his evaluator certainly should make sure that he does not overlook them.

Some of the listeners may be paying close attention, following

every word. Try to figure out why this is so. What is it in the speech which bores one man and alerts another? The speaker should be told.

Some of the people may laugh at an amusing illustration while others do not crack a smile. Why is that? Was the story offensive, or obscure, or stale, or inappropriate? Why didn't they all laugh?

Some follow the argument or the appeal right to the end, and give evidence of being thoroughly sold. Others are obviously not convinced. Why is this? Which class do you belong in? Why?

It is the business of the speaker to win a favorable response from at least a majority of his hearers. The reaction may not be unanimous—usually, will not be—but if most of the audience appear to be bored, inattentive, unconvinced, their attitude gives evidence of weakness in the speech.

Try this kind of evaluation when you have a chance. Don't spend much time telling the speaker just what you thought of the speech, but give him full benefit of your observations of his audience while he spoke. He can gain even more good from that report on the general audience reaction than from comments based on your individual opinions.

Grammarian's Corner

By ERNEST L. EDGE, of Olympia, Washington Toastmasters Club No. 84

A person who uses grammatically correct speech is not necessarily an effective speaker as judged by Toastmasters standards. On the other hand, one lacking in the correct use of words and word relationships has a handicap that voice, gesture, and quick wit cannot compensate. This is true because, fundamentally, grammar has to do with clearness of thought expression.

Grammar, in a sense, is an exact science based upon fundamental principles of thought relationship. The abstract nature of thought complicates the cataloguing of clear and concise rules or procedures for its expression. Grammar textbooks have set up an elaborate series of abstractions called definitions which, in reality, merely tie handles or names to grammatical abstractions.

Beginning with the young grammar school pupil and continuing through the freshman year of college these abstractions are crammed into the mind of every child. The mistaken belief is that ability to parrot the definitions and rules of grammar will result in effective speech. Mental indigestion, confusion, and hatred of English in all its forms is the common product of this process. The fact that teachers themselves are the products of the process insures the continuation of the pattern.

The Toastmasters movement constitutes the most effective means I know to bring some sem-

blance of order out of mental chaos. For those hardy souls who "can take it" and who diligently try to improve, effective results are assured. Time and intelligent effort are the two requisites.

Years ago your grammarian was taught this product of a fertile, though possibly misguided, brain: "Take care of the pennies and the dollars will take care of themselves." Financially he is still dealing in pennies. And he pleads guilty to the same fault, grammatically speaking, in the criticisms presented. The only justification is that the basically unimportant grammatical structure is the obvious speech defect which can be quickly demonstrated. Furthermore, correction of the obvious minor fault may be all we are ready for at this time. Your grammarian hopes to get into at least the "five-cent" category shortly.

During the last war Prime Minister Churchill, a master of clear, forceful expression, wrote a report for the war ministry. Before release it went through the routine of checking which was common at the time. Upon its return to Mr. Churchill only one alteration was noted. The nature of the change is evident from the note Mr. Churchill addressed to the minor official through whose hands the important document had passed. "Sir," he wrote, "I am in receipt of the correction in my manuscript. This is arrant nonsense up with which I will not put."

The Master's Touch

By W. G. JEFFRIES, of Asheville, N. C., Toastmasters Club No. 436

Why are you a Toastmaster?

Is it so that you can make a speech?

It can hardly be that, because almost anyone can make a speech.

Is it to learn to wave your hands gracefully while you talk, or to stand impressively? No, because while those are elements of successful speaking, they are not the final ends.

What we want is the ability to make a really good speech, one which holds the attention of the audience, and causes them to talk about it afterwards. We are not looking for frills, but for the master touch.

Because the whole results from the assembling of the various essential parts, in the Toastmasters Club we get a course of lessons to follow. It gives us the elements, one at a time, so that we can master each, and then put them all together for a finished product.

When we have completed our course in "Basic Training," we have merely laid the foundation. If we have given those lessons genuine thought and attention, we have a solid foundation on which to build.

Then what comes next?

For me, the next thing is to seek to acquire the "master touch." What does that mean?

When I listen to a speaker, I try to analyze his speech so as to find out what it is that arouses my interest, and what causes my mind to wander off on other subjects. If I can find out what is good in your speech, it will help me to understand what I need in my own.

I find that figures and statistics strain my attention. A little goes a long way. I find intricate details tiresome. Then I must watch out for such things when I speak.

In a movie "thriller" I rarely question the logic of the plot so long as it holds together reasonably well. Above all, I dislike monotony, whether in voice, in subject matter, or even in the use of the hands.

There are other things which distract, but these will serve as examples. What shall I do about it?

I must learn to use a minimum of detailed explanation and statistics. I must like my subject, and make my audience like it. I must give it swing, motion, enthusiasm, even cadence. I must avoid monotony.

If I can school myself to do these things, and many others with them, and then can add to that the correct, the beautiful use of words, then I believe I shall have found for myself, in speech, the "master's touch."

Use Your Public Library

By LEONARD E. MILLER, of Jewel City Toastmasters Club of Glendale, California

"Give me half a day in a public library", some one has said, "and I will be the second best informed person in the world on any subject." This is one of those wise-cracks in which there is a germ of truth.

Only a few hundred years ago Francis Bacon could say, "I have taken all knowledge to be my province". Today the world is so full of an infinite number of things, that it is no discredit for the best educated man to say "I do not know". The important thing is to know where to find what he needs to know.

Suppose we have to prepare a speech on the moon. In the library, our first step is to look in the general card index, under Moon. We see that all books on this subject have the number 523.3. What does this mean?

Almost all libraries, (with the exception of the Congressional Library—perhaps there is a moral here) use what is called the *Dewey Decimal System*. All books except fiction and biography are classified and sub-classified by subject. For example, all Natural Science is 500. Under this, Astronomy is 520. Descriptive Astronomy is 523. Our moon is 523.3.

The result is, that all books on the same subject are found together on the shelf—unless some careless person has put a book back in the wrong place.

This classification system not only brings all books on the same

subject together, but closely related subjects are found on either side. So, to find books on any subject, look up the classification number in the card file, find that number in the book stacks, and then browse.

But books are not the only source of material. There are thousands of magazines and publications, and articles appear in these magazines on every conceivable subject. Are they indexed?

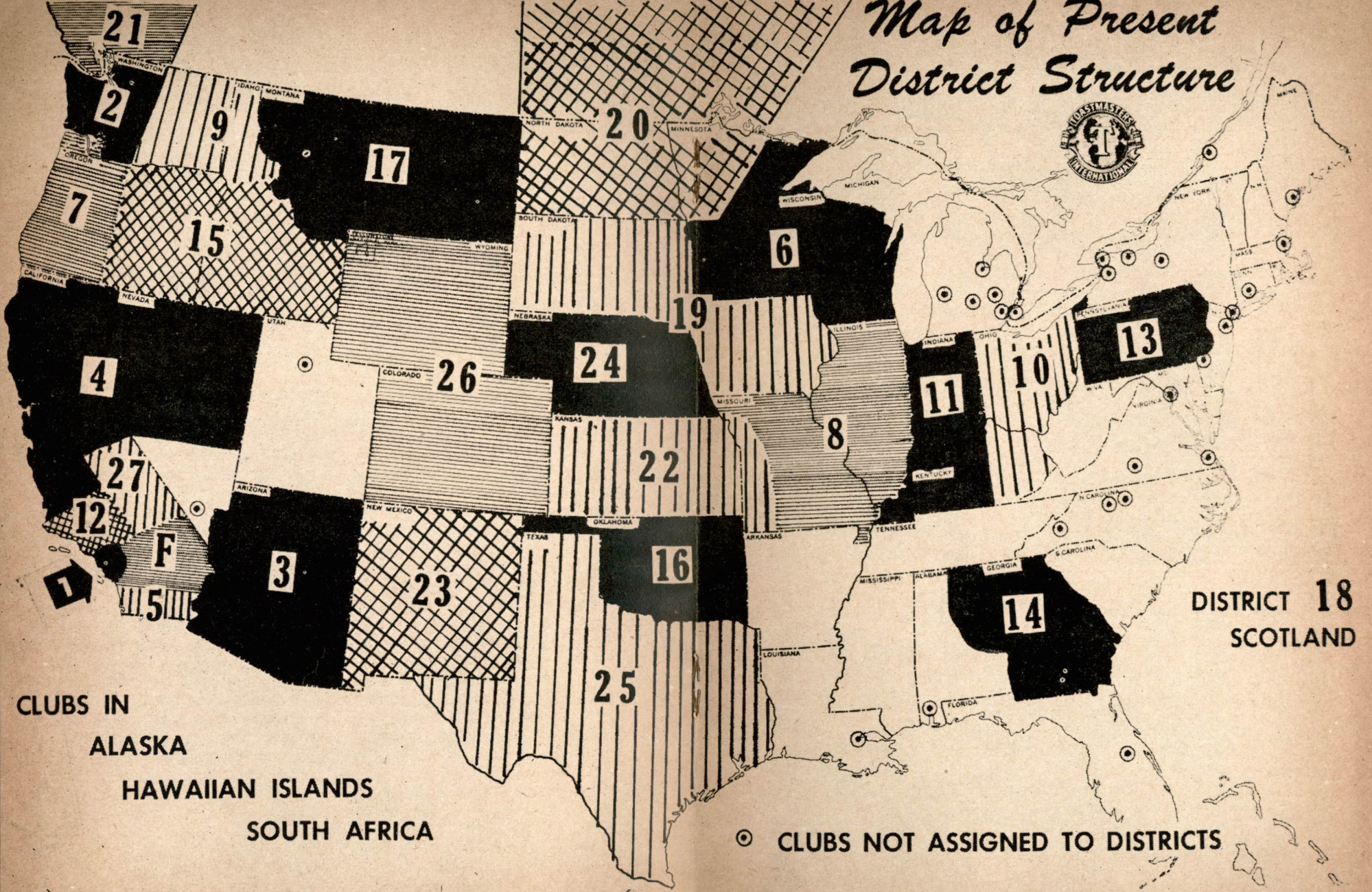
Yes, someone has thought of that too. What is called the *Reader's Guide to Periodical Literature* lists articles which have appeared in leading periodicals.

Besides the standard encyclopedias, there are also volumes of reference on special subjects of all kinds. That quotation you can't think of—look it up in Bartlett, Benham, or Douglas. Quotations are indexed by both subject and source.

For related words and phrases, use the Thesaurus, either Roget's or Marsh's; for biography, Webster's Biographical Dictionary; for information about living persons, Who's Who, and Who's Who in America. Funk and Wagnall's International Year Book annually lists all important happenings in all fields of endeavor. And these are only a few of the better known works of reference.

So get better acquainted with your local public library. Whatever you want to know is there—and it is easy to find.

Map of Present District Structure



CLUBS IN
 ALASKA
 HAWAIIAN ISLANDS
 SOUTH AFRICA

⊙ CLUBS NOT ASSIGNED TO DISTRICTS

What's Going On

News of Toastmasters Clubs, gathered from all quarters. Has your Club made a discovery, invented a procedure, performed a notable service? Write in and tell about it. Let us know "What's Going On."

More Toastmasters Clubs than ever before have found this summer a time of opportunity rather than a time of discouragement. They have carried on throughout the warm weather, with seasonable informality, entertainment and relaxation. They are ready for vacation-terminating September with rosters filled, members enthusiastic, and plans formulated.

Many clubs went out of doors for summer meetings. They invited their families for picnics, outings, games.

Seattle University Toastmasters Club No. 304 was one which invited the ladies. Pictured below is the group which they assembled. Without attempting to identify all of them, it may be said that the new District Governor, Charles Griffith, is at the left. Among other notables in the crowd are Past Governor Bob Crawford, Lieut. Gov.

George Montgomery, and Club President G. H. Peters, newly appointed Area Governor.

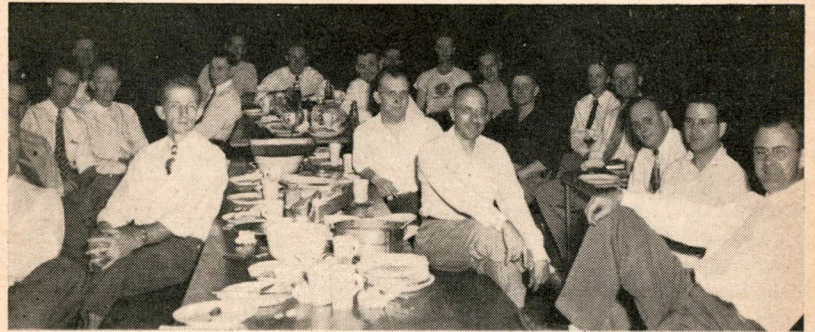
Glendaleians (or should we say Glendalians?) of Glendale Toastmasters Club No. 8 went "stag" for a barbecued steak dinner in the patio of President Doyle Garrett's home. They entertained the neighborhood with their singing and speaking.

At Danville, Illinois, an attendance contest overcame tendencies to let down on summer attendance. The outdoor meeting pictured was held on Toastmaster Martin Bailey's lawn. The members are seen listening to one of the speakers.

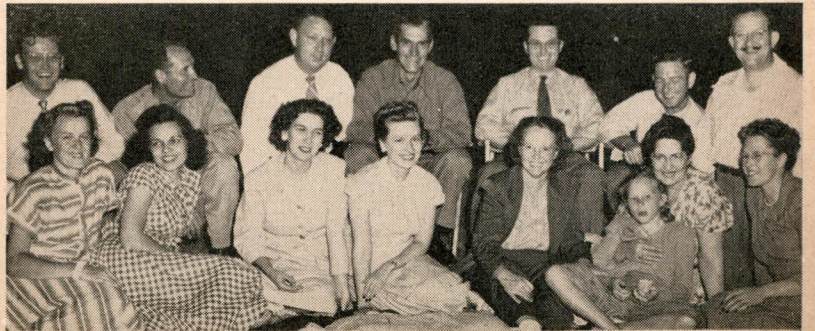
Roswell, New Mexico, one of the newer clubs, held a picnic in the garden of Past President Tony Redmon. The picnic part was enjoyable, and so was the program, according to ringside reports.



Glendale's first Toastmasters Club, No. 8, went "all out" for this barbecue in a member's patio. Even the chefs, as you see, were appropriately dressed.



At Danville, the "Uncle Joe Cannon" Toastmasters braved the dangers of darkness for this picnic meeting. Note absorbed interest of the listening audience.



The Toastmasters of Roswell, New Mexico, invited their families to the picnic, adding new inspiration for the speakers.



Widely Distributed

In the July *Toastmaster*, mention was made of the wide distribution of the membership of the Toastmasters Club of Bay City, Michigan. The members come from half a dozen different communities.

Now comes the Pioneer Toastmasters Club, of Moorhead, Minnesota, with a regular Paul Bunyan account of its membership spread. President Lyle B. Clark lists his group like this:

From Fargo, across the river, come a salesman, a college student, a college music teacher, and two managers. From West Fargo, a school superintendent and two attorneys. From Barnesville, 35 miles away, comes a salesman. An insurance man comes from Dilworth, five miles from Moorhead; a department store manager from Hitterdahl, 35 miles away; and from Ada, 45 miles distant, a garage owner.

What's that! Forty-five miles, or even thirty-five miles, for a Toastmasters Club meeting? Do you mean to say that men make that trip in Minnesota, and in winter-time? Somebody must have a herd of the descendants of Paul Bunyan's Big Blue Ox, Babe!

All right, men, bring on your stories. Who can equal or surpass this one from Moorhead Pioneers?

Men of Power

Employees of the Iowa Electric Light and Power Company are taking to Toastmasters training in a big way. Both the original Cedar

Rapids Toastmasters Club No. 431 and the recently organized Hawkeye Club, No. 617, include numerous Power Company men in their membership, and among the officers. The August issue of the Company organ, *The Front Line*, carries an article by Harry Hoyt, Secretary of the Hawkeye Toastmasters, explaining the work of the club and listing the officers and members who are attached to Iowa Electric.

High School Contest

Riverton, Wyoming, Toastmasters Club No. 251, sponsored a speech contest for high school students last spring, which was much appreciated by the faculty and students. Individual prizes were given to the finalists, and a special plaque was presented to the Riverton High School.

The Riverton Club, as reported by President A. C. White, has devised a card system for establishing proper rotation of members as speakers, critics, toastmasters, etc. In addition to its convenience, the system provides a chronological record of each member's activities.

Summer Stunts

Members of St. Louis Toastmasters Club No. 170, and their families celebrated the eighth anniversary of the club's chartering with a tour of the Ralston Purina Farms at Gray Summit, Missouri, followed by an old-time basket picnic at Babler Park. This is the oldest club in Missouri. (Its members will have little time for picnics next summer, until after the Convention.)

Greensburg, Pa., Toastmasters held a political rally in the park. All four major parties were represented (correspondent does not list the names of these four parties) and their representation was vociferous. One contingent "walked out" in protest. Speakers were well heckled. Excellent experience for the men!

Profitable Publicity

The New England Convention, held at Cambridge and reported in the August issue of *The Toastmaster*, attracted the attention of the newspapers and was given generous publicity. A reporter for the *Boston Post* attended the sessions, and picked up material for a feature story. He was especially interested in the timing device, which he described in detail. Other newspapers gave good reports on the meeting, with the usual result, that inquiries are being received from various localities, and that Toastmasters of New England are beginning to talk about starting many new chapters this fall and winter.

A demonstration program in Quincy, on the South Shore, put on by Boston Toastmasters, led to plans for establishing a chapter there. The Toastmasters of Boston are proudly displaying the trophy awarded at San Francisco for delegates present from greatest distance.

Better Evaluation

Steps have been taken by C. P. A. Toastmasters Club of Phoenix, Arizona, to improve evaluation. Their plan is two-fold. First, they devised a card to record the results of each member's activity. This card shows the date and type of talk, and the grading by the critic. On the back is space for listing points needing improvement as well as the good points. This record helps the member by keeping important matters in mind, and also helps the critics by giving them a basis for comparison with past performances. The members have been helped in overcoming faults and developing their strength.

Second, they have adopted the plan of electing an "Evaluation Committee" of six members. These take turns in serving as general evaluator, and form a panel of critics who are always on call as needed. They plan the types of evaluation to be used. After six meetings have given each of the six men a chance to act as general evaluator, a new committee of six is named to carry on.

This club has had excellent results with this plan. It is highly recommended to all clubs seeking better evaluation.

(Reported by Jas. W. Coombs)

A newspaper is the voice of the people or it is paper for the pantry shelf. The choice is up to the editor.

—BEN SALLOW, ALLIANCE TIMES-HERALD.

Speeches and Topics

Ashland, Kentucky, Toastmasters had a program in which each speaker was assigned to discuss an important city. The cities thus treated were Jefferson City, Mo., Seattle, Wash., Asheville, N. C., and New York City. There is a good suggestion for any Club.,

At the same time in Ashland, the table topic assigned was "Places I Have Visited." That suggests an easy way to travel.

Sierra Chapter, of Fresno, novelty was introduced into the table topics by a member who brought a box of hats, and permitted other members to try their hands at selling them.

Woodbury Toastmasters Club of Los Angeles, which claims a membership that has never fallen below 30 active men since its chartering, reports an unusual table topic. Each member was asked to bring a necktie no longer useful to him. He was then required to sell the tie, during table topic time, for at least 25 cents. Highest price received for any tie was

\$1.10, which won a prize for the seller. Lowest price paid for any tie was thirty-four cents.

Crescent Bay Toastmasters, of Santa Monica, California, asked each member to suggest a table topic, in writing. The suggested topics are placed in a hat, and the Topicmaster selects his topics by chance.

Speaking is Learned by Practice

The first lesson to be learned in public speaking is that speaking is an acquired art—it does not come by nature.

One must learn the principles involved in effective speaking. Intelligent and persistent practice is an absolute necessity for success. There is no substitute for application and practice. A text-book and an instructor can aid you if you wish assistance, but neither can make a speaker of you against your will. Four-fifths of public speaking is will power. Success in speech is up to the individual.

—Dr. G. Osello, in Bulletin of Roseland Toastmasters Club of Chicago.

BUCKEYES



AT CANTON, OHIO

These are the members of American Legion Post 44 Toastmasters Club, of Canton, Ohio. This club, which holds charter No. 637, takes pride in the fact that it is the first American Legion Toastmasters Club organized in the Buckeye State. It may be said with safety that it will not be the last one so connected, for these Legionnaires are discovering the value of self-expression in their work.

HOOSIERS

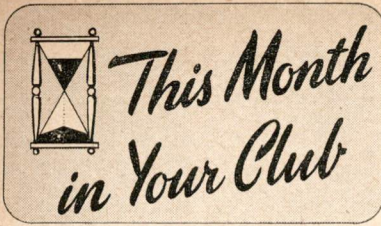


AT TERRE HAUTE, INDIANA

These are the men who guide the destinies of Sycamore Toastmasters Club No. 414, at Terre Haute. Seated are President Hershel Russell, District Governor H. O. Johnson (who is not an officer of this club, but was present on his official visit), Past President Floyd Turner, Deputy Governor Glenn Foltz, and Treasurer James Price. Standing are Secretary Robert Crawford, Vice-President Art Schader, Past Sergeant-at-Arms Calvin Fink, and Past Treasurer Ray Fisher.



At Las Vegas, Nevada, where the summer sunshine really raises the temperature, "Good Ole Doc Clark," secretary of the Toastmasters Club, teaches 300 youngsters and Red Cross instructors how to be safe in the water. Indicative of the keen interest which Las Vegas Toastmasters take in community affairs was the presentation of an electric clock for use at the swimming pool, by Club Treasurer Joe Christenson, personally, and on behalf of the club.



For Better Administration

- Install new Officers with proper ceremonies
- Send in the semi-annual Report
- Observe the 24th Anniversary of Toastmasters
- Make your Quarterly Inventory of your Club
- Keep the Committees Busy
- Maintain close contact with Area and District Officers
- Arrange to exchange speakers with a neighboring club

It's Good Business" says President McAninch. Get your club on the beam for "good business" in every detail.

For Better Evaluation

Instruct all evaluators that the October emphasis is on "Speech with a Purpose." The test of speeches this month is simple:

- Did the speaker have a purpose?
- Did he make his purpose clear?
- Did he accomplish his purpose?
- Was the purpose worth accomplishing?

Concentrate on *purpose* in evaluating every speech this month.

Home Office Helps

Write to the Home Office at Santa Ana for helps on:

- Anniversary Observance
- Parliamentary Practice
- Organizing a new club
- Setting up the Speechcraft Course

For Better Education

- Point of Emphasis—Speech with a Purpose
- Anniversary Observance
- Evaluation of Political Speakers
- Speech Recordings
- Club Speech Contest
- Educational Lectures
- Parliamentary Practice

Your club should interest itself in public projects, local, state, national, even international. Gather information, and have such subjects presented by speakers and discussed by all, so that information may be spread.

For information about progress in the work of the United Nations, write to

Group Relations Branch
Division of Public Liaison
Department of State
Washington 25, D. C.

and ask to have your club placed on the mailing list to receive bulletins concerning international affairs. Ask especially for Bulletin No. 16, entitled "Building the Peace."

Clubs in California and other West Coast states should take an interest in the "Save the Redwoods" campaign. Write to—

Miss Ann Ray, Publicity Chairman
1329 Clay Street
San Francisco 9, California

for materials about the redwood forests and their danger of destruction.

Your club should be informed about what is going on in the world. Do not attempt to adopt resolutions committing your club to these projects, but let each man do what he thinks should be done in the furtherance of these and other worthy causes.

Good Citizenship

Voting is a characteristic of a good citizen.

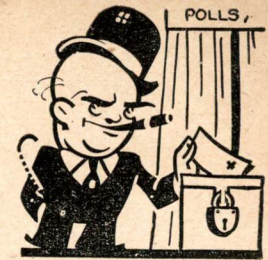
November brings an election in the United States which is important to the entire world—not merely to the one nation. In Canada and in Britain, the next few months will bring other elections, also of vital importance.

In a democratic government, voting is essential to good government. But at every election, multitudes neglect to exercise their right of franchise. Minorities carry the day.

Toastmasters, as good citizens, will not only do their duty as voters themselves, but they will use their best efforts to stir up the lazy and indifferent ones. They will help to *get out the vote*. They will encourage intelligent voting.

To this end, attention should be given in every Toastmasters Club to frank discussion of election issues. In many states there are proposals to be voted upon in addition to the regular lists of candidates. In California, for example, under the system of initiative and referendum voting, there are many matters to be decided, some of which are not too well understood, and some of which will profoundly affect the life of the people in years to come. Such issues should be discussed. All available information should be brought to attention.

A good plan for the Toastmasters Club is: First, to study and discuss the election issues so that each member is well informed,



and in a position to form his own opinion intelligently, as a voter. Second, to seek and accept opportunities to speak before other audiences, stressing the importance of voting, and presenting such information about the issues as may be needed, always with the implication that the intelligent voter will inform himself, reflect, and then vote according to his own best judgment.

Let us do what we can to make the November election in the U. S. A. a majority election. Let us help *get out the vote*.

U. N. O.

The President has officially proclaimed October 24th as United Nations Day. It is a date for Toastmasters to remember.

Your club program for October is filled up with important matters, but room should be found for some recognition to be given to this great effort to promote international peace. If it is impossible to devote an entire evening to U. N. O. affairs, at least assign one speaker to discuss the present status of this movement. Material can be secured from the Department of State, at the address shown on page 24.

HOW WE TALK

By the Logomachist

Only a dead language is static. A language in daily use is always changing. New words are being added, and old ones are given new meanings and changed pronunciations. The speaker must always be alert to keep up with the changes.

The American-English language is peculiarly changeable, possibly because the American people get so many ideas, and because we have so many would-be wisecrackers, radiatorators and others who strain themselves to find picturesque expressions. But many of the changes come out of common usage.

There is the helicopter, for example. Already we hear people speaking of the "copter." Well, why not? It did not take long to condense "a u t o m o b i l e" into "auto," which is now good usage. We may as well receive "copter" into the language. At any rate, it is better than "heel-i-copter," which is so often heard, and almost anything is better than "heel-i-o-copter," which is creeping in.

In the great grain-producing states, a new word for harvesting has appeared. Wheat and oats and

barley used to be cut with a scythe, bound by hand, and threshed out with a flail. McCormick and his "self-binder" outsted the scythe and the hand binding, and the threshing machine replaced the flail, but these processes were still too slow.

A combination mowing and threshing machine was devised, which was naturally called a "combine," since it combined all the operations in one machine. What more natural than that the noun should be converted into a verb? Nowadays, our friends in Illinois, Iowa, Nebraska and other states no longer reap the grain and thresh it. They "combine" it. This is not a new word, but an entirely new meaning* for an old one.

Out of the first World War came the expression "mop up," which developed in trench warfare, to signify completion of seizure of an area just taken. It implied capture or destruction of any remaining enemies. Its use has naturally been extended in civilian activities until it means almost any cleaning up process.

The second World War gave us "mock-up," which sounds like "mop up," but is of very different meaning. It means a full sized model or dummy, built to scale, usually of wood or cardboard. Most of our airplanes and other war machinery went through the "mock-up" stage before being put into permanent metal as a finished product. It is really nothing more than a full sized model, used for study of details and perfecting of the design, but "mock-up" it is, with the Army and Navy and the

Engineers, and as a consequence, with all of us.

A good old word which is taking plenty of abuse nowadays is "envoy." For many years this word has been pronounced in proper English fashion, exactly as it is spelled—*en-voy*. Many radio news men have been trying to give it a French twist in recent months. They call it "ahn-voy," which is neither good French nor good English. A careful search of dictionaries shows not one authority which recognizes "ahn-voy." It is

not even given as a second choice. The Webster Unabridged of 1895 shows it as plain "envoy," and no change since that time is noted. It is derived from French *envoier*, which is pronounced *ahn-vwa-yea*, or words to that effect. Do not let yourself be stampeded by radi-optimists into mangling this ancient and honorable word. (The N. B. C. Guide to Pronunciation agrees with the dictionaries. Where do you suppose the radio men got started on that "ahn-voy" idea?)

WORDS IN SEASON

Franchise

Your right of franchise is what you use when you go to the polls to cast your ballot on election day. It comes from an Old French verb *franchir*, to set free. Its original meaning was freedom from servitude. The meaning was enlarged to cover such ideas as nobility, frankness, generosity. Chaucer wrote of "franchise in woman."

The underlying thought of freedom carried over into legal and economic fields, and finally into political. A corporation or a public utility is granted a franchise, or freedom to operate. A wealthy sportsman buys the franchise to a baseball team, or the right to control it. Toastmasters International operates under a franchise, or charter, granted by the State of California. And you, as a citizen, possess the constitutional or statutory right of suffrage, or fran-

chise, by which you can cast your vote. That brings up "suffrage," which has nothing to do with suffering, but is from a Latin word which means to support with your vote.

Poll

So you go to the polls to cast your ballot, exercising your franchise. The word started out to mean the head. Old English and other Nordic languages used *pol* and *polle* to signify head, with a background word which meant round, or bulging; possibly related to the Latin *bulla*, a bubble. Since votes were computed by individuals, or "heads," it was easy for the idea of taking a poll to come to mean voting. The place where voting was done assumed the same name. In America we pluralize it, and call it "the polls," and we even make it a verb, so that we can say, "The can-

didate polled a million votes." And the whole series of meanings actually came "out of our heads."

Ballot

It meant a little ball, in its Italian form, *ballotta*, which was the diminutive of *balla*, "ball." Originally, it was a little ball used for secret voting. The custom was that white balls were favorable votes, and black balls were opposition. From this we get the expression, "blackball" with its meaning of defeat in an election, or rejection or social exclusion. Today, almost any form for voting is called a ballot.

INSIDE INFORMATION

Our secretary, a young woman who has been exposed to education, hands us this report on items which she has observed in correspondence. Naturally, she refers to *incoming* letters.

"I've had three letters in my hands this morning in which I find the word *nucleus* spelled *nucleous*. I have given up counting the letters in which the possessive form of a certain pronoun is spelled *it's*."

"Another frequently misspelled word is *consensus*. So many times it is spelled *concensus*. This time, it is in the report of a committee—a report to be presented at the Convention, and spelled *concensus*, of course. I went to Mr. Webster's book about it, and was unable to locate *concensus* anywhere, but he knew all about *consensus*. It would

help spellers if they would remember that *consensus* is closely related to *consent*.

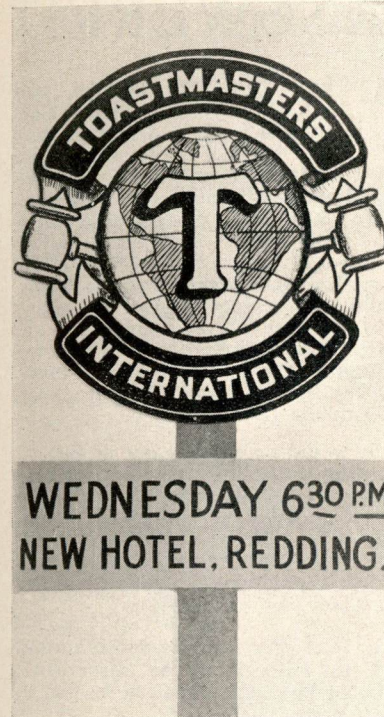
"You wouldn't believe me if I told you how many correspondents write *speech* when they mean *speech*."

"This struck me as a prize winner: A District Governor was elected by *acclimation*. Maybe that is not bad, as a play on words.

"We might add to our *faux pas* list these, from letters about convention reservations: 'Please reserve a good room for Polly and I.' 'Each of us are going to be in San Francisco.' 'I don't hardly think I can make it.'

"But so long as we know what they mean, we can overlook their orthographical errors. What really ruffles us is a signature which compels us to spend half an hour trying to figure out whether it is Himmelgrueber or Shystenlocker, only to discover, by studying the club rosters, that it is Henry Jackson. It is fortunate that he put his address on the envelope, or we never could have located him."

Editor's Note: Correspondents really could help themselves and us if they would always make sure that the club number appears on the letter. That enables us to sort out the name and find the address, even if it is missing or illegible. But names and addresses, typed or clearly written, make possible prompt service. We handle hundreds of items a day in the Home Office, making time and accuracy essential elements.



IDENTIFY YOUR CLUB

Highway markers, to be placed at the entrances to your city, are useful to visiting Toastmasters who wish to locate your meeting.

These markers, which have been unobtainable for some years, because of the shortage of materials, are once more being produced. It is now possible for every Toastmasters Club to use this means of giving information to the public.

The marker is a reproduction of the official emblem of Toastmasters International, two feet in diameter, all ready to be attached to a post. The local club provides a tablet showing time and place of

TO TRAIN YOUR MEMORY

"Don't brag about your poor memory," says David M. Roth, author of the famous "Roth Memory Course."

"A so-called poor memory is only an untrained memory—or better, an unused ability. So-called forgetting is merely a matter of not getting in the first place." So says this expert, who has taught thousands of people how to put their memories to work.

The *Roth Memory Course*, (Ralston Publishing Company, Cleveland) gives a simple and practical method of improving the memory and increasing mental power. The method has been demonstrated many times, but the author warns that there is work involved in mastering it. Any person who will devote time to study and practice can make great improvement in his ability to remember facts, figures, names and faces and all the other things which are so vital to everyday life.

The complete "Roth Memory Course" is available in one volume, at \$2.50 a copy.

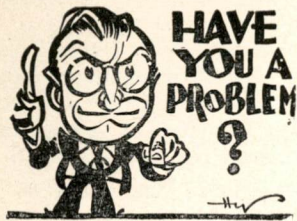
"How to Remember Names and Faces" is devoted to this one phase of remembering. It can be purchased for one dollar.

Both books may be ordered from Toastmasters International. They are available in some bookstores.

meeting, which may be attached just below the emblem.

Write to the Home Office at Santa Ana for prices and other information about the highway markers.

QUESTIONS ANSWERED



Q. Our club elects officers in August and January. I see that you call for elections in September and March. What difference does it make? We have done it our way for years.

O. A. R.

A. It simply puts your club out of step with the rest of the organization. The established plan, accepted by 90 percent of the clubs, provides for election at the first meeting in September and March, and the installation of the new officers at the first meeting in October and April. By operating on this standard schedule, the club receives maximum service in officer training from the Home Office and the District Governor. When officers are elected at odd times, as happens in a few cases, it is impossible to give this needed guidance, and the club's work suffers. If your club has some good and sufficient reason for electing at irregular times, perhaps it is justified. The wiser plan would be to amend your By-Laws so as to put the official term on to the standard schedule, and thus get full benefit.

Q. Our Topicmaster has recently introduced controversial subjects for discussion, such as the race conflicts, party politics, European problems and the like. Is it proper to discuss such matters in our club? Should we not avoid controversy both in speeches and in table topics?

G. A. C.

A. There is no reason why any topic, however controversial, should not be freely and frankly discussed, so long as the members can be gentlemen, refraining from personal unpleasantness, and disagreeing without being disagreeable about it. Life is full of controversy, and it is one of the glories of free speech in America that opinions may be freely expressed without rancor and physical violence. There is definite value in considering subjects on which we disagree, for such discussion leads to better understanding, if we keep our minds open.

It would be entirely out of line to attempt to get the club to adopt resolutions, or otherwise commit the members to some course of action, but it is quite in order to dust off the controverted questions, and give frank expression to opinions, either in table topic or in speech.

Q. Is it ever in order for a motion to adjourn to be discussed? Should not such a motion be put to vote immediately?

A. Yes, a motion to adjourn is not debatable, unless it is qualified by some provision as to time or manner of adjournment. But it is in order for the Chairman to hold back on the vote as to adjournment in case some announcements should be made, or something else proposed which would be eliminated by the adjournment.

Q. Do you recommend the use of printed forms for speech evaluation? Where can we get such forms?

A. We definitely recommend such forms. They are published in considerable variety by the Educational Bureau. A request from you will bring a set of samples from which you may order. No such form should be used continuously for more than one month. Style of evaluation should be changed monthly.

Quotes and Stories

To Spice Your Speech

From *The Toaster*, bulletin of the Birmingham, Alabama, Toastmasters Club, No. 512, we borrow the following list of suggestive comparisons.

A lively comparison or analogy, expressed in a well-worded simile, gives fresh interest to any speech. These may help you in finding unusual, picturesque phrases for your thoughts.

Similes

He felt like the symptoms on a medicine bottle. —George Ade.

As frank as a mirror.

His head was as empty as a politician's speech.

Freckles, like rust spots.

Soft and still, like birds half hidden in a nest. —Longfellow.

As shriveled as an old prune.

Prim as a Quaker. —Morris.

Punctual, like morning.—Riley.

As modest as a violet.

As cosmopolitan as a comet.

Government by stampede.

Futile as a tenor in a boiler shop.

As unemotional as a baseball umpire.

Note: The source is named wherever known. Where omitted, appreciation is implied for the unknown author.

Happy Thought

An Iowa church had on its bulletin board: "A hearse is a poor vehicle to come to church in. Why wait?"

Puzzling

The prim old lady tasted the first glass of beer she had ever had. She looked up with a puzzled air.

"How odd," she murmured. "It tastes just like the medicine my husband has been taking for the last ten years."

—(T M)—

When telling a joke, always make it as short as possible, because if you stretch it out, you give the listener time to think of one to tell you.

—(T M)—

Practice

Tommy: "Grandma, if I was invited out to dinner, should I eat pie with a fork?"

Grandma: "Yes, indeed, Tommy."

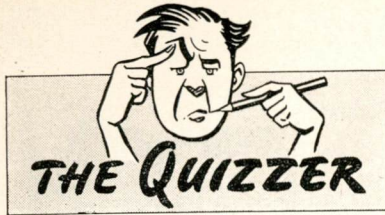
Tommy: "You haven't got a piece of pie in the house that I could practice on, have you, Grandma?"

—(T M)—

Daylight Saving Time

"What time do we get to Chicago?" the passenger asked.

"We are due there at 1:15," said the conductor, "unless you set your watch by eastern time, which would make it 2:15. Then if you are going by daylight saving time, it would be 3:15, unless the train is an hour and fifty minutes late, which it is."



Who Said It?

Here are ten familiar sayings. Who originated them?

To help you get started, the sources are the Bible, Shakespeare, and Alexander Pope. Now see if you can segregate them into the three groups, according to author-ship.

1. Are you good men and true?
2. A still, small voice.
3. Uneasy lies the head that wears a crown.
4. As the twig is bent, the tree is inclined.
5. The little foxes, that spoil the vine.
6. The ripest fruit falls first.
7. The proper study of mankind is man.
8. I am escaped by the skin of my teeth.
9. Terrible as an army with banners.
10. Angels and ministers of grace defend us!

- Here are the answers:
1. Shakespeare, in "Much Ado About Nothing," 19:12.
 2. First Kings, 19:12.
 3. Alexander Pope, in "King Henry IV."
 4. Alexander Pope, in "King Henry IV."
 5. Song of Solomon, 2:15.
 6. Shakespeare, in "King Richard II."
 7. Alexander Pope.
 8. Job 19:20.
 9. Song of Solomon 6:10.
 10. Shakespeare, in "Hamlet."

How Do You Say It?

(See below for the key)

- | | |
|-------------|---------------|
| 1. Detail | 1. Pro rata |
| 2. Ally | 2. Gratis |
| 3. Cognomen | 3. Patron |
| 4. Profuse | 4. Aviator |
| 5. Quietus | 5. Tenacious |
| 6. Recluse | 6. Status quo |
| 7. Horizon | 7. Decadent |
| 8. Finance | 8. Apparatus |
| 9. Excise | 9. Data |
| 10. Domain | 10. Virago |

Every word in the first column is properly accented on the second syllable, as "ho-ri-zon."
 In the second column, there is an "a" in the accented syllable of each word, and the accented syllable is properly given the long sound, as in "day." Thus, "de CAV dent."

What is the Answer?

1. What is a *nom de plume*?
2. What is a "timber line"?
3. What name did the Greeks give the rainbow?
4. Who is Falstaff?
5. One of the men did not sign the Declaration of Independence. Which one? Benjamin Franklin, George Washington, Francis Hopkinson.
6. Does the Latin phrase *caveat emptor* mean "Each to his own taste," or "That's what you think?"

- THE ANSWERS
1. A fictitious name used by an author. Lit-erally, "pen name."
 2. A line on a mountain above which trees do not grow.
 3. Iris, the messenger of the gods.
 4. A jovial character in two of Shakespeare's plays—Henry V, and Merry Wives of Windsor.
 5. George Washington. It means: "Let the purchaser beware."
 6. Neither.

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356

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