

THE *Toastmaster*

MONTHLY PUBLICATION OF TOASTMASTERS INTERNATIONAL

OCTOBER 1952



CONVENTION HIGHLIGHTS

PICKING A PRESIDENT

OBJECTIVES

GOOD IDEAS

TONGUE-TIED ROBOTS

GIVE 'EM VARIETY

MANUAL LABOR

PROGRAM PLANNING

TOASTMASTERS INTERNATIONAL, Incorporated in 1932, is a non-profit educational organization of 1177 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.

OCTOBER 1952

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OFFICERS

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PICKING A PRESIDENT

By Ralph C. Smedley

The people of the United States are now engaged in their quadrennial struggle to choose a President and a Vice-President.

The process is a complex one, differing in detail in the various states. Since only a small part of the voters understand how it is done, this attempt is made to explain the general procedure. A study of the plan may suggest to some readers that the plan could stand working over for improvement.

Both Democrats and Republicans have adopted conventions as the best way of selecting candidates. They do not have to use the convention method. The Constitution does not prescribe conventions. It does not even mention them, nor does it mention political parties. Our founding fathers hardly foresaw what would develop as the nation grew.

Each party makes its own convention rules, and generally makes them too complex for easy understanding. The federal election laws have no supervision except as to checking up on money spent for them.

Delegates are selected in some states by "presidential primaries" and in others by state conventions.

In the Democratic party, each

state has two votes in the national convention for each of its Senators and Representatives. In addition, there is a bonus of four votes if the state went Democratic in the preceding presidential election.

The Republicans give four votes to each state, plus six more if the state went Republican in the preceding election, plus one vote for each congressional district casting 1000 GOP votes in that election, and a bonus of one more for 10,000 Republican votes.

At the conventions held in July, the Republicans had a total of 1,205 votes, while the Democrats added up to 1,230, so it appears that their systems work out about the same, after all.

Americans generally assume that the President is chosen "by the people." The fact is that no individual voter will have a direct voice in the choice of our Chief Magistrate. The individual had very little to do with the selection of the candidates who are to be voted on.

The delegates sent to the conventions by the several states were instructed as to whom to support, but after a great deal of jockeying and conversation and trading, they had moved away from the influence of the home

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folks when they came to the voting.

When you cast your vote for President November 4th, you will not actually be electing a President. You will be helping elect a group of citizens known as Electors, who will do the official voting.

The framers of the Constitution believed that the President should be chosen by some of the most distinguished men in each state. These men were to be chosen "in such manner as the legislature may direct." Each state was permitted one Elector for each Senator and one for each Representative.

These Electors are the only persons who vote officially for President. When they assemble to cast their ballots, they are called the Electoral College (and please don't pronounce it *elector-i-al*. There are only four syllables in the word.).

The Electoral votes are opened and counted at a joint session of Congress on January 6th. The winner is solemnly announced, although no person is surprised, since the choice was known to all voters back in November, as soon as the popular vote was counted.

The voter's procedure is generally understood.

First, if he wants to vote, he must register as a voter. In Georgia, 18-year-olds can register and vote. In the other 47 states, 21 is the age requirement. There are other requirements as to

length of residence. Six states impose a poll tax. Several require the voter to be able to read and understand the federal and state constitutions. But all agree in requiring that voters must register in order to be qualified to vote, and in holding to a practice which prevents the individual from expressing his own unrestricted choice.

This hasty review of the mechanics of electing a President may serve to indicate that the system is capable of improvement. Since the whole matter was so clearly brought before the people by radio and television during the past summer, it is likely that there will be an insistent demand for revision before another presidential election.

The natural tendency of the citizen is to want a direct vote for President and Vice-President, both in primaries and in the final election. Many suggestions have been advanced for improving the system, and several direct election bills have been introduced in Congress. Some of these would provide for nation-wide primaries which would give voters a chance to name the candidates they prefer. Others call for abolition of the Electoral College, so that the final election would directly settle the contest on the basis of the popular majority.

Leaders of all political parties should agree in seeking a better way. Citizens may help by informing and expressing themselves.

OBJECTIVES

By Nick Jorgensen, President of Toastmasters International



In accepting the presidency of our great organization I am glad to be your chief, and happy to be your servant; and certainly I am proud to represent our organization. I fully realize the challenge before me, a challenge to achievement indeed, and I assure you that I shall not ignore this challenge. I shall not run away from it. I shall face it with faith, and hope to accomplish the objectives set forth.

First, I do not intend to change the course that we have been traveling under the leaders who have contributed so much to our progress in the past. The objectives, the ideals, the purposes of our organization were well formulated when it was founded. We should continue to travel along that same road.

And so my first objective for this coming year is to induce all of you to join in reaping the real harvest from the seeds already sown; to be ever vigilant to take full advantage of our gains in the past; to consolidate these gains for the utmost results; and still to continue our constant search for methods and ideas for further improvement.

My second objective will be to

stress the practice of better evaluation, not only of speeches but of the entire organization. I shall constantly emphasize the importance of listening intelligently analyzing honestly—even outside of our Toastmasters atmosphere. I ask you to bring this message to every club member, new or old, that in the coming year we must not only try to speak better but also learn to listen better.

I am sure my third objective for the year will be welcomed by the majority of our members—to recognize the true value of fellowship. Let us not forget, in our search for self-improvement and self-betterment, to make real friends as we strive to reach our goals. We have an organization where good fellowship prevails, where real friends are made. We must never become a school. First, last, and always, we must remember that as adults we want to enjoy our work as we progress.

It is my purpose to visit many clubs, many district and zone meetings during my year as President. I hope to meet thousands of you and to tell you personally what Toastmasters can do for all of us. We have a great organization. We certainly have a definite pattern to follow. Let us follow it together.

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Editor R. C. Smedley

Editorial Board: Glenn E. Welsh, G. R. Merrick, E. M. Sundquist, Ernest Wooster, Frank E. Learned, Dwight C. Hamilton, Clifford A. Massoth, Robert F. Hannan, Dr. Lucius Johnson, Don Harris, George Boardman Perry, Henry A. Wright.

Address all communications to
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WELCOME, LIONS

A letter which came to Ted Blanding from R. Roy Keaton, Director-General of Lions International, should be of interest to every Toastmaster. The letter reads, in part:

"For the past two or three years I have been a subscriber to your very excellent, informative and helpful magazine, *The Toastmaster*. I have subscribed to many other publications along the same lines, but I believe *The Toastmaster* is by far the finest of its kind in the field.

"We have a total of 244 District Governors in Lions International, whose duties are to look

after our 9,576 clubs and our 449,026 members. At our school of instruction for District Governors during our international convention in Mexico City, I told all our English-speaking Governors about your magazine, how impressed I was with it, of the good that it would do each District Governor to read it carefully, and that we would subscribe to *The Toastmaster* and send it to each of them.

"So we are sending herewith a list of our 217 English-speaking Governors with the request that a subscription to *The Toastmaster* be entered for each

"I was pleased to learn that many of our Governors have been or are now members of Toastmasters Clubs. They could not belong to a better one in the work they are doing."

This very definite expression of confidence places upon the Editorial Committee a heavy burden of responsibility, to measure up to the good opinion expressed by Mr. Keaton. We shall do our best.

Meanwhile, we welcome all these Lions as new readers, just as any and all of them will be welcomed into Toastmasters Clubs in their vicinity. While the Toastmasters Club is not a "service club" in the accepted sense of that term, we do try to render a service to the other clubs by providing a means for training their leaders for the service they are to give their communities. Thus we may all work together for the common good.

TONGUE-TIED ROBOTS

and

Tongue-Lazy Talkers

By D. E. Dufford, Westwood Village Toastmasters Club No. 30

Robots, like people, have their speech difficulties.

A problem faced today by robot engineers is that of overcoming the tongue-tiedness which plagues these mechanical marvels.

It has been predicted that the computing robot, a recent technological achievement, will eventually lift from man's mind as great a burden as the printing press took from his fingers. Oddly enough, it is the robot's inability to record sufficiently fast all the data it generates, which stands in the way of its further usefulness. It can't talk as fast as it thinks.

Robots in operation today are capable of producing 10-digit numerical quantities at the breathtaking frequency of 1600 every second. Theoretically, for each minute in productive operation at this rate, the machine would compile 96,000 "words" at its mouthpiece, or output device.

No currently available printing machine will maintain anything like the pace of the computing element of the robot. For example, one of the speedier printing units will accept and print information at an approximate rate of

one number a second. It would require a robot equipped with this type of printer about 27 hours to record the "words" it generates in one minute. Thus these "words" accumulate in quantity at the robot's mouthpiece. It can, at best, perform an inefficient job of communicating with the world. It is tongue-tied!

This, however, is not a new problem to speech engineers. Long ago it was recognized as a fact that many individuals are able to think clearly and distinctly, and yet the vocal equipment of these same persons is mediocre, articulating their lucid thoughts in a jumbled and indistinct fashion. Speech experts have focused attention on the problem, but with unsatisfactory results. It appears that man will eliminate speech impediments in the machines he designs and builds long before he will have corrected it in himself. Computing robots have been with us for approximately a decade, but men have been trying to communicate with each other for ages.

All too often we must listen to talkers whose output of wisdom is impeded at the mouth. Their tongue muscles seem to be indifferent, and reluctant to undertake

the task of assuming such positions in the mouth as are required to facilitate the formation of consonant and vowel sounds. They slide over, slur, and even omit necessary sounds as they form words. These speakers are no better off than the tongue-tied robots. They speak, and bewildered listeners ask them, "What did you say? I couldn't catch it."

The tongue is an essential part of the vocal equipment which enables us to communicate our ideas orally. If it doesn't function efficiently and smoothly, it becomes a bottleneck to our success in communication, just as the output printer constitutes a bottleneck in the utility of the computing robot.

Television and radio performers fully realize the importance of continual practice to improve articulation. Not only practice but coaching must be used to keep the tongue functioning properly.

Toastmasters, likewise, should make full use of their opportunity to improve their articulation, which is presented to them in the regular club meeting. Every

speaker—every talker, in fact—needs to practice vocal gymnastics just as enthusiastically as the robot carries on his "mental" gymnastics. Never let your "printer", your mouthpiece, become a bottleneck to your personal success.

You can help to this end by observing some very simple rules in all your talking. Try these on yourself:

1. **Keep your lips flexible.**
2. **Open your mouth, so that the sound can emerge.**
3. **Learn to place your tongue where it belongs to produce the sounds.**
4. **Speak each word clearly so that the listener may hear it distinctly.**

Faithful use of these four elementary rules will help to do away with your personal "bottleneck" and will make it unnecessary for those who hear you to waste time wondering, "What did that fellow say?"

Let the robot be tongue-tied if he will. Free your own vocal apparatus for free and full expression.

PRESCRIPTION FOR SUCCESS IN A TOASTMASTERS CLUB

By "Opie" Peters, Past Governor of District 11

Start with some *careful planning*.

Mix well with plenty of *preparation, practice and perspiration*.

Add generous portions of *cooperation* by all members; *consideration* for all members; *education* for each member.

Garnish with helpful, *constructive criticism* for and by all the members.

Season to taste, with variety and originality, and let it steam for two hours, or until done, in a comfortable, well ventilated room, at 80 to 100 per cent attendance.

Give 'em Variety

By Ernest S. Wooster

In September, we were advised to emphasize evaluation, but that does not mean that we are to forget it for the rest of the year. Every month is evaluation month for Toastmasters. And not only do we stress evaluation in itself, but we remember to keep out of ruts, and to vary the manner in which it is given.

Many a Toastmasters Club gets itself becalmed in the "horse latitudes," wherever that may be, and needs extra power to move itself out. While in this state of no progress, members are jettisoned, not because of overweight, but because the members jump overboard to escape from boredom.

This happens when criticism falls into a deadly routine, a monotonous, week-after-week repetition of a wornout method. Modifications and changes are as scarce as boll weevils in Alaska.

These things need not occur. Variety can be put into all phases of club activities, criticism included. It takes a little planning and thinking and ingenuity. Any club ought to have those qualifications.

Here are a dozen methods of conducting the appraisal period. They are by no means the only ones, but these are enough to last

you in providing variety for three or four months. By the time you have tried the twelve ways suggested, it will be all right to go back and do them over again, in series.

First, we have the good old stand-by, criticism by the individual member of the individual speaker. That is the simplest—the common or garden variety, flourishing lushly, though not always productively, in all Toastmasters Clubs. It is good, but it is not enough.

Second, you may use the horizontal, or cross-section plan. In this, the opening, the body of the speech, the conclusion, and other parts of all the talks are reviewed and compared, each being covered by one critic.

Third, the panel type is useful. In this, a leader and two or three accomplices discuss openly and frankly the work of each speaker. This is likely to bring out the worst in the critic and the best in the speaker. At least it proves that different people hear differently.

Fourth, there is the forum, which is a modification of the panel. In this the audience is invited to chip in with ideas and suggestions. The thoroughness of this type is impressive.

Fifth, we try the "cross-table" method, in which men on one side of the table tell what they like about each speaker's performance, while those on the other side say what they did not like. It is snappy, frequently imperfect, but always interesting and entertaining. Moreover, it permits full member participation.

Sixth, take self-criticism. This time each speaker goes over his already known shortcomings, with the result that when he has drawn attention to them himself, he will behave better this time. Of course he may give this evaluation as a forecast, before he speaks, or as a review, after he has finished.

Seventh, the evaluator uses pre-criticism, telling his victim just what faults he expects the speaker to display in the speech he is to make, and urging him to fool the folks this time, by doing better than they expect. Of course, the critic must have heard this speaker in previous attempts.

Eighth, the rebuttal is a happy change, in which the speakers get a chance to talk back to the critics. The speaker may remind his evaluator of points that were missed, what helpful suggestions might have been made, and how poorly the evaluation was given. Better keep it a secret and a surprise when you try this, so that the critics will not be on guard.

Ninth, the "all-out" or round table plan lets everyone but the speakers (and sometimes them also) take a hand. If done in a kindly spirit, as all evaluation

should be done, the speaker's skin may be left intact, although slightly smarting, from the mass onslaught.

Tenth, try the secret panel. In this, each critic has a critic who evaluates the evaluation. With little (or much) kindness, he tells the evaluator how much better he could have done, and perhaps gives the speaker some good suggestions. This one is to be sprung as a surprise.

Eleven, to be used with caution, is the running criticism. (It is not intended to put either speaker or critic "on the run," but it permits the evaluator to interrupt the speaker with suggestions for improvement while the speech is being given. It should be restricted to use on a tough and well-seasoned speaker, who will not be thrown off stride by being interrupted and corrected while the syllables are still on his lips.

Twelfth, there is the point criticism, such as is used in speech contests. It allows certain points for certain portions of the speech, such as voice, gestures, opening, closing, organization, achievement of purpose, and so on. This requires ability on the part of the critic to add and perhaps to subtract, if penalties are to be deducted for overtime.

So there you have the dozen variations in method for evaluation. By this time you have thought of several more. Keep them in mind, and use them when you have a chance.

In evaluation as in every part of the program, *give 'em variety*.

Evaluation Must Encourage

By Harry D. Whitten, Educational Chairman of New England District 31

A critic should have some knowledge of psychology, and he should use it in his speech evaluation.

Positive, constructive evaluation is most important both to speaker and audience. Criticism, or fault-finding, as it so frequently becomes, pointing out faults with no suggestion of definite methods of improvement, is of little or no value.

Let me give you two examples, out of my own observation.

One is a man who came into the Toastmasters Club hoping to overcome the terrible fear of standing before an audience and expressing his ideas in public. He had been in the club for a year, and was slowly making progress, when he was assigned on short notice to speak at a meeting attended by several members of another club. He was scared, and did not do so well as usual. His evaluator, a stranger to him and his problems, pointed out all his shortcomings, and even went so far as to tell him that he would never become a speaker, but did not suggest any way for him to improve.

When I heard that this timid

The rung of a ladder was never meant to rest upon, but only to hold a man's foot long enough to enable him to put the other somewhat higher.

—Thos. H. Huxley

Toastmaster had resigned from his club (I was Area Governor at the time) I made it my business to talk with him. I found that he still believed in Toastmasters, liked the club and its members, and did not drop out just because he disliked criticism. He actually believed what his critic had told him, and felt that it was no use to continue.

The other is a man who joined more to be good fellow and to encourage others. He felt that he could not overcome his fear of the audience, no matter how hard he might try, but when assigned to speak, he did his best. His critics seemed to understand his fear, and all encouraged him. Now he is one of the best speakers in his club, and has served it as an officer.

I am convinced that encouragement, pointing out how to do better, is the only criticism or evaluation that is of value in speech training or in any other business or skill. It is easy enough to detect faults, but showing how to correct them and do better—that is the real task of the critic.

Whenever and whomever you evaluate, try to be encouraging.

Grammar Is Easy

No. VII of a Series

Technical grammar is not a popular subject today. Most people appear to learn to talk "by ear" rather than by rule.

There is not much profit in learning rules, at best, for by the time you master a rule, you suddenly discover that it is shot full of exceptions. Presently you begin to wonder whether it would not be just as well to learn the exceptions and skip the rule.

Of course we do recognize certain fundamentals, such as that a noun or pronoun or verb must agree with some of the words which accompany it. A verb has to recognize the qualities of its subject as to number, and when a pronoun follows a preposition or a transitive verb, it should be shown in the objective form. Without some of these elementary rules, the language would soon become worse than it is.

But who cares about the moods or tempers of verbs?

Verbs Have Moods

Mood, in verbs, is the distinction in form to express the manner in which the action is conceived; whether as a fact or as an assumption or an intention or otherwise. There are three moods commonly recognized, although there are several others which need not engage our attention, as being of uncommon or technical significance.

When you state a fact, you use the *indicative mood*. For example: "That man speaks effectively."

When you give a command, you step into the *imperative mood*. Thus: "Speak out clearly, man."

When you are dealing with some matter of supposition, or of contingent possibility, you are in the *subjunctive mood*. Thus: "If I were you, I would make myself heard." Or, for another example: "If there were no honey, the bees would have no reason to visit the flowers."

If you have wondered when to use the plural form of verb with a singular subject, here is the answer. "If he were here, you would not dare to speak those words." But since he is not here, as a matter of fact, the situation is changed. The improbability or impossibility throws it into the subjunctive.

Let us not become involved in this theory of the "moods," for there are many more practically valuable things to consider. This is offered just to help you understand a peculiar usage, which is much more important in some foreign languages than in English.

About all you need to remember is that when you are supposing, with such an introductory word as "if," it is generally safe to assume

the subjunctive mood. However, here is a distinction: "If you *are* supposing" admits the possibility; but "If you *were* supposing" suggests doubt of the possibility.

Verbal Faults

A very common fault is the doubling of the perfect form, as in this sentence: "If he had have tried, he would have succeeded." (It is made all the worse by saying "If he had of . . ." instead of "had have;" or still worse: "If he'd 'a' tried . . .")

The right way to say it is: "If he had tried, he would have succeeded."

You hear this piling up of tenses in many expressions.

"I would have invited you to have come to my party." That is not at all the meaning. You would have invited me to come to your party, not "to have come," which would have been impossible, since it would have been all over by that time.

Changing nouns into verbs is much too frequently done in our ordinary speech. "He chaired the meeting." "She hosted the party." If there were no other way to say it, this might be permissible, but in the present state of our language, it is quite inexcusable.

One more common error runs into constructions like these:

"I never have and I never will buy that product."

"He did what many others have and are doing."

Do you see the trouble? The first should read: "I never have bought that product, and I never will buy it." The second: "He did what many others have done, and are still doing." One need not be stingy with verb forms, so as to try to make one serve instead of two.

Correct These

There are one or more errors in each sentence. Correct them.

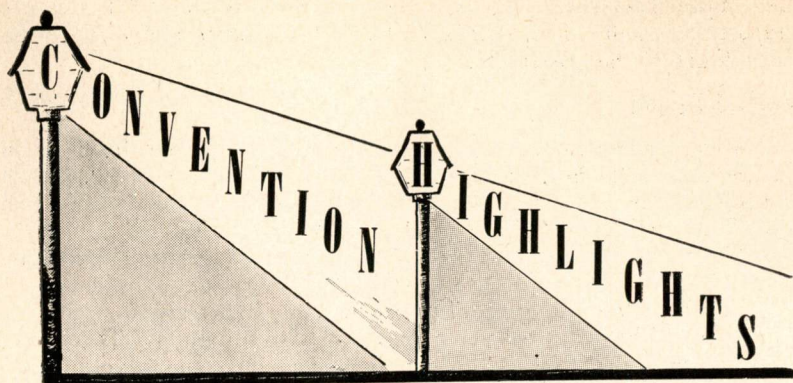
1. If anyone does as well as they can, they are sure to succeed.
2. I wish he was going with John and I.
3. If he had of gone, he would of enjoyed the party.
4. Food, as well as clothes, were needed.
5. If this was true, I should give up the plan.
6. While washing the dishes, the lights went out.

What Next?

It is not the purpose in these sketchy studies to treat any part of grammar exhaustively. That would take a large volume.

We have given generous attention to the verbs. They are important. We have covered only a small part of the subject. Perhaps we have missed some points on which you need help. In that case, write to the Editor, asking your question, and it will be given attention.

Meantime, we shall go on next month to consideration of certain matters involved in the use of pronouns.



Pre-convention promises were fulfilled, even to the weather, which was generally mild. It is true that those who attended the Friday evening ball game were dampened by showers, but that was an extra-curricular activity.

Of course a little assembly of ten- or twelve-hundred people did not make much of a dent on the big city, but it was tremendously impressive to those who were a part of it. They gained new conceptions of the quality of Toastmasters and their performances.

When Toastmasters get together, certain things are always expected.

First, they are such a friendly, enthusiastic bunch that there is never enough time to do all the visiting they would like.

Second, their enthusiasm for Toastmasters training causes them to gather in groups wherever they may be, to tell about their problems and their successes. Sometimes this makes them late to sessions.

Third, the program is always good. At Chicago, it was of unusual excellence. The speakers performed like veterans — as many of them are — and the entire performance was creditable to all who participated.

Fourth, the program, in spite of efforts to hold it down, is always so filled with good things that there is never sufficient time for all the discussion. The time schedule is adhered to with considerable difficulty.

Fifth, men are fired with new zeal to improve themselves and their clubs; to spread the benefits of the training to new fields; to prove themselves worthy of the opportunity afforded them as members.

All this and much more was realized at Chicago, in the 21st Annual Convention of Toastmasters International.

Business of the Convention

New officers were elected. These are:

President, Nick Jorgensen, of Seattle
Vice-President, Russell V Puzey, of Chicago
Secretary, Charles H. Griffith, of Tacoma, Washington
Treasurer, Bertram H. Mann, Jr., of St. Louis

Directors for a two-year term are:

George H. Emerson, of Los Angeles
D. Joe Hendrickson, of Indianapolis
Gordon R. Merrick, of Fort Collins, Colorado
C. Lee Smallwood, of Mobile, Alabama

These men, together with hold-over directors Paul W. Haerberlin, T. Vincent McIntire, George W. McKim and Irv L. Saucerman, Past President Carleton Sias, and life-director Ralph Smedley, will constitute the Board of Directors to lead the work for the coming months.

Finances were found to be in excellent condition, as shown in the statement by the Auditors on pages 22 and 23.

Amendments to the By-Laws related only to clearing up some technical points in the district organization.

The crowded business session was ably handled by President Sias, but notwithstanding his best efforts, it had to be carried over into the afternoon, throwing the schedule out of timing. However, the cooperation of the delegates made it possible to carry through the educational program without abridgement.

The Contests

Club-of-the-Year competition was keen. Many clubs presented exhibits representing highly meritorious work. The final decision of the judges resulted in placing the following ten clubs at the top of the list:

1. Evergreen Toastmasters Club No. 678, of Camas, Washington
2. Columbine Toastmasters Club No. 768, of Denver, Colorado
3. Farm Bureau Toastmasters Club No. 753, of Columbus, Ohio
4. Eli Lilly Toastmasters Club No. 311, of Indianapolis, Indiana
5. Spokane Valley Toastmasters Club No. 308, Dishman, Washington
6. Wilson Avenue Toastmasters Club No. 169, of Chicago, Illinois
7. Big "D" Toastmasters Club No. 713, of Dallas, Texas
8. San Diego Toastmasters Club No. 7, San Diego, California
9. Sierra Toastmasters Club No. 135, of Fresno, California
10. East St. Louis Toastmasters Club No. 845, of East St. Louis, Illinois

The Speech Contest

The six contestants who had made their way up to the finals faced a packed auditorium. Their performance was excellent, both in their prepared speeches and in the impromptu talks.

The speakers and their subjects were:

George W. Armstrong, of Omaha, Nebraska: "Your Survival Tomorrow"
C. Willard Bassett, of Santa Ana, California: "The Cry for Security"
Lawrence Green, of St. Louis, Missouri: "Gird for Action"
Ree Montgomery, of Twin Falls, Idaho: "Where Are You Going?"
Kenneth L. Teegarden, of Vernon, Texas: "Wanted—An Imitation"
Richard S. Wilson, of Santa Barbara, California: "Your Contribution"

First honors went to George W. Armstrong, of Omaha Toastmasters Club No. 299, and second place was awarded to Rev. Kenneth L. Teegarden, of Vernon, Texas, Club No. 716.

The awards were presented by William A. Dunlap, under whose administration as President the speech contest was established in 1937.

Educational Sessions

Conference techniques constituted the central feature of the educational sessions on Friday afternoon. Using a revolving system, in which the program moved from room to room, while the audience stayed in place, there was presented a series of condensed lessons in discussion. Panel, debate, problem-solving conference, business conference and table topics were all demonstrated. How to read a speech, how to introduce showmanship and how to use educational methods in the club were other features. More than 30 men had parts in the program, as performers, and an uncounted number of others participated as volunteers from the floor.

An unusual contribution was made by J. O. Grantham, conference leader, whose business position is Manager, Industrial Relations Section of the Research and Development Department of



Past President William A. Dunlap presented the trophy to Speech Contest Winner George Armstrong.

Phillips Petroleum Company, of Bartlesville, Oklahoma. Special club groups on the program included Danville, Illinois; Albert Lea, Minnesota; and St. Louis.

The Club Meeting

Something different was presented at the Saturday morning session, when the typical club meeting program was taken up in detail, with attention being given

by different leaders to the opening of the meeting, the business session, the table topics, the speech program, the evaluation and the closing. The demonstration of "How Good Programs Are Planned" was presented by men from Moorhead, Minnesota and Fargo, North Dakota Toastmasters Clubs. They had prepared for distribution their program schedules for September and October. These schedules were carried off freely by those attending the session, and are likely to have a great part in program improvement.

The Workshop

The Workshop, traditional Saturday afternoon feature, was presented in two sections. First came the demonstration of techniques; voice, gestures, speech construction, finding material, and



H. E. (Choc) Wilkes, of Oklahoma City, shows how the Indian sign language can be used in training the speaker to use gestures.

so forth, all ably presented. Then came the second section, the "finished product."

Four excellent speakers presented their ideas in a style that thoroughly justified the processes of production which had been demonstrated. These speakers were James A. Johnson, of New York, in a plea for cooperation through understanding on the part of employers and employees; Ralph W. Updegraff, of Canton, Ohio, who asked us to say what we mean so that it means what we want it to mean to those who hear; Harry Hodde, of Springfield, Illinois, on our responsibility to our local communities as good citizens; and Commander William Snyder, of Boston, whose subject was "Your Wish Is My Command."

Commander Snyder was under orders to leave shortly for Manila, P. I., where he hopes to spread the news of Toastmasters still further.

Fun and Fellowship

The Saturday noon "fun luncheon" was presented in a new manner this year.

Each speaker, in his humorous offering, demonstrated a certain type of the use of humor, so that the program had its educational values along with the entertainment qualities. Professor Walter A. Steigleman, of the University of Iowa, served as toastmaster, and Sherman E. Coryell, of Grand Rapids, was the evaluator. The humorous talkers were Joseph M.

(continued, page 18)



Your Directors

Shown above are the men who will direct the affairs of Toastmasters International for the new administration. They are: Charles H. Griffith, Secretary; C. Lee Smallwood; Nick Jorgensen, President; D. Joe Hendrickson; Russell V. Puzey, Vice-President; Carleton Sias, Past President; George W. McKim; George H. Emerson; B. H. Mann, Jr., Treasurer; Ralph Smedley; Paul W. Haerberlin; Gordon R. Merrick; Irv L. Saucerman; T. Vincent McIntire.

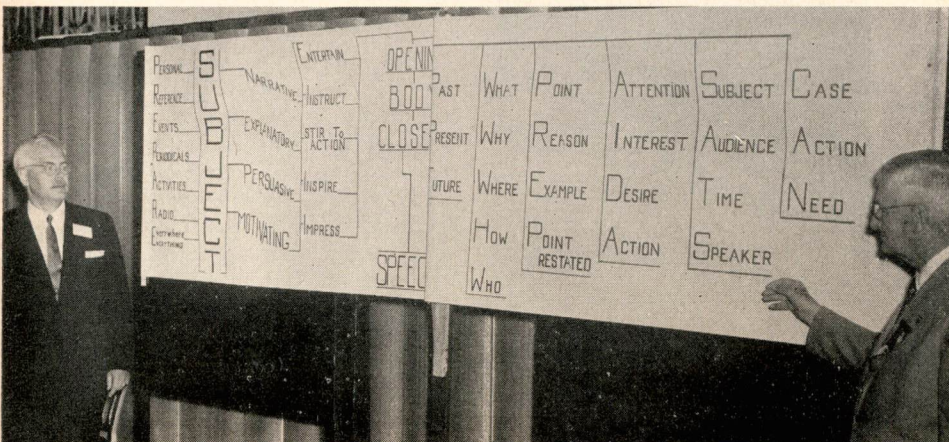
Credentials

The Credentials Committee was one of the busiest groups at the Convention. Paul Haerberlin, chairman, was assisted by Lloyd Loers, Lester O. Davis, Glenn E. Johnson, and Walter Voss. The last named was not on hand for the picture.



Speech Engineering

Very impressive and instructive was the presentation by Norman Siems, of Philadelphia, of the organization of speech material. Many requests have been made for the details of the charts used by him, and arrangements have been made to publish this material in the near future.



The Speech Contestants

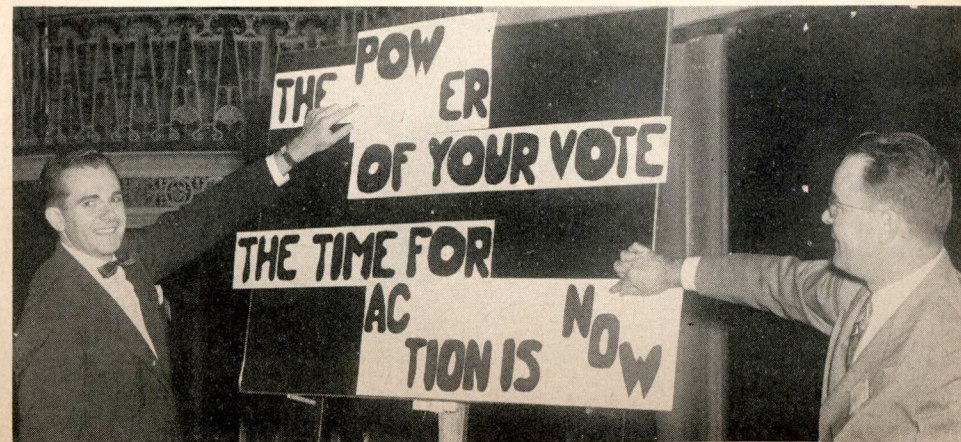
This is the way they lined up, before the contest program got under way and the welkin began to ring. Hugh McEvoy, seated at the left, was the Speech Contest Chairman. Paul Brasch, at the extreme right, was the toastmaster for the contest. The speakers, from left to right, are Richard S. Wilson, Kenneth L. Teagarden, Ree Montgomery, G. Willard Bassett, Lawrence Green, and George W. Armstrong.

Our Photographers

Much film was exposed by the lensmen during the Convention, thus providing pleasant souvenirs of the enjoyable events. The pictures used in this magazine were made by Elmer Grogan, of the Uncle Joe Cannon Toastmasters Club of Danville, Illinois, and Jack Rector, of Oklahoma City, Lieutenant Governor of District 16. Thanks to these men for giving us these pictorial records.

"Tooling Up"

Paul Swarm and Herman Hoche were a regular team when it came to voice and gestures. Note how graphically they showed how to produce good voice gestures by following the charts. "Your voice goes up for emphasis and down for conviction." Their materials are available at the Home Office. The plans can be used in any club to good purpose.



Canfield, of Mishawaka, Indiana; James M. Mettler, of Mason City, Iowa; and Paul W. Haeberlin, of Windsor, Ontario.

Adjourned

With the installation of new officers and directors at the President's Banquet, the business of the convention was completed. Past President Harry Mattison and Educational Director Ralph Smedley collaborated in thanks to retiring officers and challenges to the new ones. Retiring President Sias and President-Elect Jorgensen responded with stirring messages.

The initial meeting of the newly elected Board of Directors followed, with a general setting-up of plans for the new year's work.

Appreciation

Many words of thanks were spoken for the excellent work done by local committees, both before and during the convention. Russell Puzey and Emmitt Holmes, as co-chairmen of the local committee, had put in weeks of earnest effort to assure the smooth operation of the meeting, with attention to comfort and convenience of all who attended. They were aided by a small army of faithful workers who merited all that was said in appreciation, and much more. Among these should be mentioned: John Franczak, Local Promotion; Arthur Hughes, Master Sergeant-at-Arms; Stanley Hughey, Hospitality; and Austin Sandquist, Exhibits.

One of the hardest working groups was the Committee on Credentials, headed by Paul W.



Attorney Joe Shea gave a graphic discussion of how to handle parliamentary problems in your meeting.

Haeberlin, of Windsor, Ontario. Serving with him were Glenn Johnson, Lloyd Loers, Lester Davis and Walter Voss. They worked early and fast to care for all credentials in time for the business session.

Walter Margetts, of Thunderbird Toastmasters Club of Victoria, B. C., was busy operating the official Timer. Joseph K. Shea and Ray Foreman were on hand to settle parliamentary problems. Scores of others deserve appreciative mention for the good work they did at many points to make the convention the great success which it was.

Read This Speech

One very popular speech made at the convention was Jerry Fordyce's "Read 'Em and Reap" which deals with the importance of learning to read well from a manuscript. He has had this speech printed, in response to popular demand, and he generously offers to send a copy to any Toastmaster who desires it. Address your request to Jerry Fordyce, Radio Station WGRC, Louisville 2, Kentucky. It would

be thoughtful to enclose a postage stamp or two when you write to him, although he does not ask for that.

The Group-Thinkometer

The Harwald Company, of Chicago, placed on exhibition at the convention their new electronic device for testing audience reaction. By means of an electric meter plus ten foot-pedal individual "stations," the favorable and unfavorable reactions of a group of ten persons can be recorded continuously, instantly and anonymously. It has advantages in giving the reaction to speakers or to discussions. The price (\$45.00) may be a deterrent for Toastmasters Clubs, but some may wish to use it. For detailed information, address the Harwald Company, 1216 Chicago Avenue, Evanston, Illinois.

A Portable Lectern

J. J. Winn, a member of the Toastmasters Club of Aurora, Illinois, produces a novelty with his "Winn Portable Lectern," which folds up into a compact, flat package when you carry it around, and opens into a sturdy, slightly reading desk when you need it to hold your notes or script. Toastmaster Winn operates as the Winn Supply Company, 31 Cedar Street, Aurora, Illinois, and he will welcome inquiries about this handy bit of furniture for the speaker.

Toastmaster for Toastmasters

An interested visitor to the convention, who is not a member of our organization, was J. D. Elgin,

Sales Promotion Manager for the Toastmaster Products Division of the McGraw Electric Company. One of this firm's products is the familiar "Toastmaster" which browns your toast and then tosses it out. Plans are under consideration by the Company to devise and manufacture an automatic timing device which may be useful to Toastmasters Clubs and at the same time serve as good advertising for the manufacturers.

Recorded



Here is Joe Dalton, working with the recording machine, assisted by Captain Steve Mandarich, U.S.N., of Washington, D. C. They missed little, if anything, that went on at the convention.

Convention proceedings were recorded by Joe E. Dalton, of Long Beach. All the speeches are available. For detailed list of recordings available, and prices, write to Joe E. Dalton, 3801 Chestnut Avenue, Long Beach 7, California.

He still has the recordings of last year's San Diego convention which may be ordered by anyone desiring them.

Trading Ideas

At the "Idea Exchange" luncheon, the audience was divided into 24 groups. Each group chose the subject which it would consider, and then spent an hour in talking about this subject. The direction of interest is reflected in the way these choices were made.

Here are the six subjects, with the number of groups which elected to discuss each one:

The Club Officer, his training and service—1

Toastmasters Training in business applications—1

Public Relations for the Club—4

Membership and Attendance—5

New and Old Members and their problems—2

Program Variety—11

The general sense of need for better work by program and educational committees in interpret-

ing and using the program materials provided by the Educational Bureau is indicated by the fact that almost half of the groups chose this problem for study. The reports showed unanimity in the opinion that variety and progressive educational opportunities go together, and are essential; that lack of these is the result of lack of planning by the committees; that imagination and intelligence are required; that the Progressive Programing and other helpful materials provided from the Home Office can be used to meet this need, but that they do not help when neglected.

Theme programs, purposeful carefully assigned speech subjects, long range planning and more careful attention to the needs of the individual member will solve the problem. Successful club performance rests upon the value and variety of the program.

Toastmaster was always kept uppermost in mind.

—A. Lloyd Rossell, Governor
District No. 13

Every convention demonstrates that the valuable objectives of Toastmasters International are being effectively attained by a fine group of forward-looking men without any sacrifice of fun and goodfellowship. Chicago was no exception. This observation will be conclusively verified at Denver in 1953.

—Q. R. Dungan, Governor
District No. 26

The quality of the men in the organization impressed me tremendously. It is proof that Toastmasters is a builder of self-confidence and respect for others and others' ideas. One did not know what profession or business the men he met were in, and in most

cases it developed that they were leaders in their respective fields, giving of their experience and receiving from others at the same time.

The friendships that will grow from this convention cannot be measured. I have dedicated myself to help my fellowmen in any way that I can and the convention has shown me that this is a means whereby I can lead others into an organization of great but humble men.

—R. E. Moen, Governor
District No. 20

The District Officers Training Session alone was worth the 4,400-mile round trip. To me it opened new horizons for district operation. Association with Toastmasters has value beyond any measure. The entire session was so great that I must recommend to every Toastmaster, attend Denver in '53!

—Donald Dightman, Governor
District No. 32

This enthusiastic gathering certainly renewed my faith in Toastmasters. To find so many eminent men all eagerly attending your educational sessions, to listen to the excellent presentations of the speakers, and to participate in the genuinely friendly social atmosphere all added up to an experience which will be unforgettable.

—W. R. Keevers, Governor
District No. 31

Toastmasters 1952 Convention at Chicago was the best ever. I was particularly impressed by its underlying tone of certain accomplishment—not only from the standpoint of developing better speech technicians but in stressing the importance of a higher consciousness of good in the man behind the speech.

—Wayland A. Dunham, Governor
Founder's District

Indeed, the convention left impressions that I won't forget. New ideas, new helps for the club, new friends (and I cherish friends)! It might be

all summed up in the Hindu adage "Help thy brother's boat across the stream and Lo! thine own has reached the shore."

—Don Harris
Editorial Committee

The convention was a source of information and inspiration, with its program designed to help the Toastmaster meet his daily problems whether in business or in his club. It is not enough for Toastmasters to train men to be good speakers; they must be leaders. We saw workable demonstrations showing how leaders get ideas from associates and organize these ideas into good programs. The fellowship that existed at the convention should remunerate anyone for his time and effort in the organization; nowhere else have I met a finer group of men.

—W. Bruce Norman, Past
Governor District No. 16

Our 21st Convention was indeed a "Challenge to Achievement." It supplied the design and materials for more effective leadership; then it inspired us with great enthusiasm to build that leadership ability in ourselves. To the extent that I can meet the challenge, I shall be a better Toastmaster in my club, a stronger leader in civic affairs, and a more effective executive in my work.

—Don M. Mattocks, Past
Governor District No. 16

The 1952 Convention, like previous ones I attended, was alive with progressive thinkers. The privilege of joining in fellowship with these forward-looking Toastmasters is one of the most valuable experiences at conventions and conferences. Through the past few years, I can recall instances in which my thinking and actions have been tempered by the wise counsel and intelligent comments of Toastmaster friends from various parts of the country.

—Lt. Herman E. Hoche, MSC USN

TOASTMASTERS INTERNATIONAL
(A California Corporation)
BALANCE SHEET
June 30, 1952
ASSETS

CURRENT ASSETS:

Cash:			
Demand deposits	\$46,928.04	
Savings bank deposits	20,878.81	\$67,806.85
U. S. Treasury Bonds, Series G, at cost		3,000.00
Prepaid expenses		989.00
			\$71,795.85

EQUIPMENT AND LEASEHOLD IMPROVEMENTS:

	Asset	Accumulated depreciation	Net
Equipment—at cost	\$33,401.56	\$16,712.04	\$16,689.52
Leasehold improvements— at cost	10,295.42	2,059.08	8,236.34
	<u>\$43,696.98</u>	<u>\$18,771.12</u>	24,925.86

OTHER ASSETS:

Deposits			\$ 500.00
District trust funds:			
Demand deposits	\$ 4,432.36	
Savings bank deposits	12,500.00	
U.S. Treasury Bonds, Series G, at cost	2,500.00	
		<u>\$19,432.36</u>	
Less liabilities:			
District trust accounts	\$15,691.56	
Provision for new districts	3,740.80	19,432.36	—0— 500.00
			<u>\$97,221.71</u>

LIABILITIES

ACCOUNTS PAYABLE	\$10,617.21
MEMBERS' EQUITY	86,604.50
		<u>\$97,221.71</u>

NOTE: Accounts receivable and inventories are not recorded on the books of account. At June 30, 1952 these amounted to:

Accounts receivable	\$ 6,252.35
Inventories	36,421.20

Total, not included in balance sheet \$42,673.55

Board of Directors
Toastmasters International
Santa Ana, California

We have examined the balance sheet of Toastmasters International as of June 30, 1952, and the related statement of income and expense for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

Toastmasters' policy is to include accounts receivable, arising from sales and services, and inventories as assets when the amounts have been realized in cash. In our opinion, the accompanying balance sheet presents fairly the financial position of Toastmasters International at June 30, 1952, using accounting principles applied on a basis consistent with that of the preceding year.

Aug. 6, 1952

TOUCHE, NIVEN, BAILEY & SMART
Certified Public Accountants

TOASTMASTERS INTERNATIONAL
STATEMENT OF INCOME AND EXPENSE
YEAR ENDED JUNE 30, 1952

INCOME:

Per capita payments	\$ 81,657.98
Service charges	28,176.17
Charter fees	10,250.00
Literature and supply sales	28,258.80
Magazine subscriptions	35,267.21
Interest	995.06
Other	1,729.05
		<u>\$186,334.27</u>

EXPENSE:

Directors' expenses	\$ 5,153.39
Convention 1951	2,584.98
Convention 1952	273.40
Convention supplies	302.99
Speech contest	993.67
Presidential activity	133.83
Travel	859.92
Editorial salaries	19,327.89
Magazine and directory	20,961.54
Club service extension	19,910.80
Materials for resale	17,948.21
District service	1,891.75
General salaries	39,409.05
Rent	2,303.16
Stationery and printing supplies	14,970.37
Telephone and telegraph	1,364.50
Insurance	1,367.09
Taxes	2,551.92
Legal and auditing	1,127.53
Special committees	266.20
Field education conference	3,111.25
Depreciation and amortization	8,739.41
Miscellaneous	781.91
		<u>166,334.81</u>

Excess of income over expenses \$ 19,999.46

NOTE: Accounts receivable and inventories are not recorded on the books of account. At June 30, 1952 and June 30, 1951 these amounted to:

	June 30, 1952	June 30, 1951	Increase
Accounts receivable	\$ 6,252.35	\$ 2,904.37	\$ 3,347.98
Inventories	36,421.20	19,397.37	17,023.83
	<u>\$42,673.55</u>	<u>\$22,301.74</u>	<u>\$20,371.81</u>

If these assets were recorded on the books, the income for the year ended June 30, 1952 would be increased by the amount of \$20,371.81.

He Was Oversold

The young salesman had thoroughly memorized the prepared sales talk, and he liked to deliver it in full. As he dealt with a plain-spoken prospect, the customer interrupted him when he was half-way through, saying, "Wait a minute, son. Why don't you stop selling and let me do some buying?"

Make It Hard to Get

Three of us entered the hotel dining room for lunch. A lively waitress danced up to our table and said, "The roast beef is exceptionally good today, gentlemen, and I think we have just three orders left."

Of course we all ordered roast beef, although it was the most expensive item on the menu. It was really good, but when we were well started on enjoying it, two men took seats at the next table. The same lively waitress danced up to their table, and we heard her say, "The roast beef is exceptionally good today, gentlemen, and I think we have just two orders left." Of course they ordered roast beef.

This waitress had stumbled on a basic principle of selling. Make it hard to get, and everyone wants it.

Persistence Wins

The big executive unbent after a busy day.

"You may well feel proud of yourself, young man," he said to the life insurance agent. "I've refused to see seven insurance men today."

"Yes, I know," said the underwriter. "I'm them."

Salesman's Samples

An advertising salesman arrived at the Palmer House and took a room. He carried with him only a small grip, and the bell boy asked for the checks for his trunks.

"I have no trunks," said the salesman.

"Why, I understood you were a salesman," said the boy.

"That's right, I am. But I don't need any trunks. I sell brains."

"Well, sir," said the bell hop, "you are the first traveling salesman that ever came to this hotel without any samples."

Tact in Selling

"I owe my success as a salesman," said the speaker, addressing the gathering of young men being trained for the profession, "to the first five words which I invariably utter when a woman opens the door, 'Miss, may I speak to your mother?'"

Always Be Honest

"This," said the manager of the store, "is an inferior grade of shoe. I'm an honorable business man and I refuse to pass it off as anything better. Put it in the window and mark it—'A Shoe Fit for a Queen.' A Queen does not have to do much walking."

Business Was Bad

An ichthyologist divided an aquarium into two sections by means of a sheet of plate glass. In one side he placed some nice shiny minnows, and in the other a healthy black bass, of the vicious "small mouth" variety. For three days that bass kept charging into the glass partition in an effort to get at the minnows on the other side. At last he gave up, desisted from further efforts, and surrendered to pessimism, melancholy and a sore head.

The next day, the scientist removed the glass partition, and the minnows swam all around the bass, but he paid no attention to them. He was thoroughly sold on the idea that business was bad.

Recommended Reading

By R. C. S.



A New Bible

Not really a "new" Bible, but another new translation of the Scriptures, is presented in the Revised Standard Version of the Holy Bible, which was scheduled for publication on September 30.

This new translation has been prepared under the authorization of the National Council of the Churches of Christ, a federation of 29 Protestant denominations and communions. While the project was instituted in 1929 by the International Council of Religious Education, the actual work began in 1937, when 32 Bible students headed by Dr. Luther A. Weigle, of Yale Divinity School, took up the task of making the best rendering possible from all the thousands of manuscripts in existence.

This does not change the Bible. It merely brings it into modern language, while making full use of all available material, much of which has been discovered in recent years.

It is not likely that this new version will cause us to discard the familiar and impressive language of the King James version, but it will serve to eliminate some of the misunderstandings caused by the use of archaic language in the old translation.

Hemingway Comes to Life

Fans of Ernest Hemingway (of whom this reviewer is not one) will be thrilled by his latest contribution.

This is *The Old Man and the Sea*, a short novel for book length, but one which is attended by unusual circumstances.

The startling fact about it is that *Life Magazine* bought this story and published it in full in the issue of September 1, thus bringing it to a multitude of readers who would not otherwise have seen it.

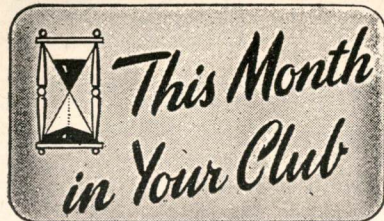
A number of critics hail this as Hemingway's greatest work. The publishers of *Life* have invested heavily in their confidence that it will pay off in increased circulation.

The novel was slated for publication in book form in September, by Scribner's. It was the September Book-of-the-Month selection.

If you are fond of Hemingway's work, or if you would like to get acquainted with him inexpensively and without wading through many pages, this magazine publication may be to your advantage.

A good book is the best of friends, the same today and forever.
—M. F. Tupper.

PROGRESSIVE



"Purpose"

Everything should have a purpose, whether it is a speech or a letter or a program or just a casual walk around the block.

Your attention is urgently called to *purpose* this month in all things connected with your Toastmasters Club. Let the leaders determine the purpose for the month's work. The Program Committee will plan purposeful programs. The speakers will speak with purpose.

Every meeting, every speech will be an undertaking to "hit the nail on the head" and drive it clear through.

Materials

Your Educational Committee has received an abundant supply of suggestions—much more than it can use. Let us hope that it will select freely and wisely from these suggestions, so that your club may get maximum benefits.

Officers, elected in September, are to be installed. They should have received training through

the Area Governor so as to be all ready.

The programs for October should have been planned by the retiring committees, Program and Educational, in conference with their successors.

Special Events

In addition to the installation of new officers, you will wish to take note of October as Anniversary Month.

The federation of Toastmasters Clubs, which marked the beginning of Toastmasters International, was formed October 4, 1930. The first club, Smedley Chapter Number One, of Santa Ana, had been organized just six years earlier, on October 22, 1924.

This Anniversary Month is a good time to inform your members about the origin and nature of the organization. In some clubs an entire evening will be devoted to the subject. It can be made an "old-timers" event, with all past members invited to attend.

It can be a ladies' event, with appropriate program, or you may observe the anniversary by using two or three speakers during the month to interpret the history and the purposes and operations so that members may better understand what they belong to.

Whatever you do, let October be the month when you really "Make the Sale."

PROGRAMING

"Speech Material"

Where is the speaker to find his material for speeches?

That is a strange question, in days so crowded with events and ideas and information, but it is frequently asked, even by men whose experience should have taught them better. That is why we give special emphasis to the problem during November.

Turn back through the last two or three issues of *The Toastmaster* for some excellent suggestions. The "Good Ideas" pages have carried many ideas that your club can use.

A small bulletin entitled "Speech Material — Where to Find It" is published by the Educational Bureau, and may be had for the asking if you write to Santa Ana for it.

You can make at least one good Table Topic out of this question which may develop really helpful ideas.

Membership

This is the time of the year when your club's membership can be built up most readily. If you have a full roster, bring in a few as associate members. If you have less than 30 active ones, build up to capacity, with a little over for good measure. Men are ready



for the work of the winter season, and are especially susceptible to suggestions about self-improvement. Give them the opportunity.

New Members

When the new man comes in, do not leave him to sink or swim by his own efforts. Give him the kind of reception and aid which you would have appreciated when you joined. The new member must be given formal induction into membership, and he should have a special "coach" or "big brother" or "sponsor" appointed to work with him during his first few months in the club. If you treat the new man right, you can assure his permanence.

Membership campaigns are rarely needed if care is taken to keep your roster filled, and always to have one or two men waiting for the chance to step into active relations from their associate status.

A strong educational program is the best means for getting and keeping members.

It's a Good Idea

Analysis

Borrow an idea from the Chicago Convention program. Spend an evening studying and analyzing your meeting.

The speeches can be assigned thus:

1. How to Open a Meeting.
2. How to Conduct the Business.
3. How to Handle the Table Topics.
4. How to Plan a Program.
5. How to Evaluate.
6. How to Close a Meeting.

If anyone needs help on his speech, write to Santa Ana for the bulletin entitled "How to Conduct a Successful Toastmasters Meeting."

Group Discussion

The "Idea Exchange" which has become so popular a feature at the annual conventions can be adapted for use in any gathering, even in the local club's meeting. Suppose you have only 24 men in attendance. Divide them into three groups of eight men, or four groups of six men. Assign each group a subject for discussion, and allow them twenty minutes. Each group has a "reporter" whose duty it is to report briefly the findings of his group at the conclusion of the "exchange" period.

Here are some problems for discussion, such as can be assigned to the groups for study (one subject to a group).

1. Public Relations for the Club.
2. Membership and Attendance.
3. The New Member and the Old Ones.
4. Program Variety.
5. Efficient Club Officers.
6. How to Use Toastmasters Training in Business.

Each group elects its own chairman for the discussion. He conducts the discussion and holds it on the subject. The reporter takes notes and reports results. Some excellent suggestions can grow out of a program like this. Try it.

United Nations

Introduce a discussion, a debate, or a series of talks on the United Nations and its problems. October 24th has been designated as United Nations Day by the U.N. General Assembly. It is an important topic for study. For detailed suggestions, write to The Church Peace Union, 170 East 64th Street, New York 21, enclosing a stamp. Whether you are for or against the UN, you should inform yourself.

MANUAL LABOR

By Fred E. Stockbridge, Educational Chairman of Evergreen Toastmasters Club, of Camas, Washington

Many of the men who are looking for the answer to the \$64 question are overlooking the ready-made formula which gives them the answer. It is found in the *Basic Training Manual*. Some of them are following the Manual assiduously, and some are not. To these I direct this suggestion.

Basic Training is not the final answer to the question of how to become an able speaker. It is merely a route which may be followed and interpreted in the way which best suits the man. But almost any route which leads to a desired goal is better than floundering in a morass of uncertainty, such as you become bogged down in if you stray too far from the established, well marked road.

Each of the twelve speech assignments in the Manual is designed to acquaint you with a different type of speech experience. The author prepared this guide through long experience in which he learned the problems and difficulties of the beginner in speech. Each project is to build on the knowledge gained in the preceding ones. If we strike out on our own, we *may* get there, but we have a better chance when we follow the better route.

Let every man follow the established pattern more closely. Let's all try to build our speeches to cover the situations for which they are planned.

It will take a bit more of "manual" labor for every man.

A TOAST TO THE TYRO

Toastmaster Johnston Reid, member of Elgin Toastmasters Club No. 893, has prepared a series of verses addressed to the several Basic Training projects. Here is the first from Scotland:

General Advice to a Toastmaster

When speaking, don't splutter!
Don't stutter!
Don't mutter!
Avoid pointless patter!
Don't chatter!
Don't natter!
Each word that you utter
Should matter.

On Basic Training Number One

You've got to speak tonight, chum,
You've got to break the ice;
But you'll be quite all right, chum,
If you take my advice.
Don't set out to orate, chum,
Just talk, as to a friend;
Above all — terminate, chum,
When you've come to the end.

New Clubs

WHEN AND WHERE THEY MEET

- 78 CARLSBAD, Calif., (D 5), *Carlsbad*, 2nd & 4th Mon., 7:11 p.m., Carlsbad Woman's Clubhouse.
- 415 ALBUQUERQUE, N. M., (D 23), *American Legion*.
- 489 EDMONTON, Alberta, Can., (D 20).
- 605 OSWEGO, Ore., (D 7), *Lake Oswego*, Mon., 6:30 a.m., Pinafore Restaurant.
- 638 SANTA MONICA, Calif., (D 1), *Kay Cee*.
- 682 IOWA FALLS, Ia., (D 19), *Scenic City*, Thurs., 6:15 p.m., Arling Hotel.
- 889 OAKLAND, Calif., (D 4), *Naval Supply Center*, 1st & 3rd Tues., 11:30 a.m., Naval Supply Center.
- 1161 SEATTLE, Wash., (D 2), *Northeast*, Mon., 6:25 p.m., Edmond Meany Hotel.
- 1162 CINCINNATI, O. (D 10), *Valley*, 2nd & 4th Mon., 6:15 p.m., Roselawn Tavern.
- 1163 EL PASO, Tex., (D 25), *Paso Del Norte*, Tues., 6:00 p.m., Paso Del Norte Hotel.
- 1164 MANILA, P. I., (D U), *Tamarao*, Mon., 6:30 p.m., Blue Room, YMCA.
- 1165 MORGANFIELD, Ky., (D 11), *Union County*, 2nd & 4th Mon., 6:30 p.m., Officers' Mess, Camp Breckinridge, Ky.
- 1166 PASADENA, Calif., (D F), *Hycon*, Mon., 6:30 p.m., The Ranch House.
- 1167 ENGLEWOOD, Col., (D 26), *Englewood*, Wed., 6:00 p.m., The Rendezvous.
- 1168 CINCINNATI, O., (D 10), *Gateway*, Alt. Mon., 6:30 p.m., Hotel Mariemont.
- 1169 NEW ORLEANS, La., (D 29), *C. P. A.*, Tues., 5:30 p.m., LaLouisiane Restaurant.
- 1170 SOUTH BEND, Ind., (D 11), *City Club*.
- 1171 FAIRBANKS, Alaska, Eielson Air Force Base, (D U), *Yukon*.
- 1172 WASHINGTON, D. C., (D 36), *Sound Off Chapter*, 3rd Fri., 7:00 p.m., National Hotel.
- 1173 WAUKESHA, Wis., (D 35), *Waukesha*.
- 1174 MOUNT CLEMENS, Mich., (D 28), *Mount Clemens*, Wed., 6:00 p.m., Ross Hotel.
- 1175 PORTLAND, Ore., (D 7), *Portland Builders*, Wed., 6:45 a.m., Sha Restaurant, Imperial Hotel.
- 1176 SPRINGFIELD, Mo., (D 22), *Queen City*, Fri., 6:30 p.m., Missouri Grill.
- 1177 INDIANAPOLIS, Ind., (D 11), *Executive's*.

THE PEDAGOGUE

originally was a leader of boys. In ancient Athens, the important citizen had one of his slaves assigned to the task of guiding his son and attending him on the way to and from school. It is derived from the Greek word *paidagogos* (*pais*, a boy, plus *agogos*, leading). Some oddly related words are agent, fool, and cyclopedia. Today we think of a pedagogue as a teacher and his art, or profession, is known as

Pedagogy



School Words

Back in the Latin and the Greek we find the origin of our word, school. It derives from the Latin *schola*, which came, in turn, from the Greek *schole*. Both words mean, of all things, leisure! Try that on your young student.

Only the leisure class had time for learning in those old days. That spare time might be used for attending lectures or disputations or formal schools of instruction.

On the other hand, our words teach and teacher are taken from the Anglo-Saxon, in which the verb *tæcean* meant to show or explain.

From the Latin verb *studere*, to study or to strive after, come our student and study, and lesson goes directly back to the Latin *legere*, to read. Lecture comes from the same source, indicating that a lecture is a speech intended to be read.

With the opening of school, we shall see in high schools and colleges, many sophomores, or second year students. This amusing word comes from the Greek *sophos*, wise, or clever, plus *moros*, dull, or silly, or foolish. Thus a sophomore might be termed "a wise fool," or his situation might be the end of folly and the beginning of wisdom.

THIS IS MY PROBLEM

Q: At the Chicago convention there were several presentations. Some called it *pree zen ta shun*, while others said *prez en ta shun*. Which, if either, is correct?

A: Our indispensable Webster prefers *prez*, with the short *e*, but admits *pree* as a second choice, so we may say that *prez en ta shun* is preferable. In either case, put the accent on the *tay* syllable.

It might help you to remember if you will think of the word *present* in its two uses. When used as a noun, we call it *prez ent*, but when used as a verb, it is *pree zent*. Thus, you *pree zent* a *prez ent* when you make a *prez en tay shun*.

Q: Where do we get this word *chlorophyll* which seems to be in all mouths and on all toothbrushes today? Is it something new?

A: The word is nearly 150 years old, while the substance is as old as vegetation. The word is derived from the Greek *chloros*, green, plus *phyllon*, leaf. The substance is the green coloring matter of plants.

According to the Oxford English Dictionary, the word was coined by French chemists Pelletier and Caventon in a work published in 1818, in which they

wrote: "We propose to give the name chlorophyll to the green material in vegetation." In America, the word appeared in Gray's Botany in 1842. In 1869, John Ruskin wrote rather sarcastically in his *Queen of the Air*: "I wish they would use English instead of Greek words. When I want to know why a leaf is green, they tell me it is coloured by 'chlorophyll', which at first sounds very instructive; but if they would only say plainly that a leaf is coloured green by a thing which is called 'green leaf', we should see more precisely how far we had got."

Mr. Ruskin might be amazed if he could see how far we have got by this time, when we discovered the wonderful deodorant qualities of the "green leaf." Not only do we get it in toothpaste and chewing gum, but we now have on the market chlorophyllated insoles for your shoes, so that you may "walk in the cool comfort of soft, green leaves", according to the advertisements. And now it is time for someone to come up with "Well, what won't they do next!"

BEFORE WE ADJOURN

The brave man is not he who feels no fear,
For that were stupid and irrational;
But he whose noble soul its fear subdues,
And bravely dares the danger nature shrinks from.

—Joanna Baillie (1762-1851)

Checking Up On MISTER PRESIDENT

Here are the duties which the efficient President of an organization must perform. The list is not exhaustive, but it covers most of the obligations.

A President or Chairman is expected—

- ✓ To call the meeting to order, on time.
- ✓ To direct the business and the conduct of the meeting.
- ✓ To maintain good order.
- ✓ To recognize and secure a hearing for those entitled to speak.
- ✓ To state and put to vote all questions which are properly moved, and to announce the result of the vote.
- ✓ To hold debate to the matter under discussion.
- ✓ To limit long-winded speakers.
- ✓ To know when to set aside strict parliamentary procedure for the sake of efficiency.
- ✓ To refrain from debating or making speeches when presiding.
- ✓ To be fair, just and impartial.
- ✓ To introduce speakers and entertainers.
- ✓ To appoint committees and get them to work.
- ✓ To maintain balance, calm and self-restraint.
- ✓ To be a leader—not a dictator.
- ✓ To know when it is time to quit.

—Adapted from THE AMATEUR CHAIRMAN.

Dr. James F. Bean
1134 Fair Oaks Avenue
South Pasadena California

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