

## General Evaluators Worksheet

Date: \_\_\_\_\_

### Sgt at Arms : \_\_\_\_\_

- |  |  |
|--|--|
| <input type="radio"/> Arrive early to help setup room      | <input type="radio"/> Opened the meeting with energy           |
| <input type="radio"/> Ask audience to turn off cell phones | <input type="radio"/> Share some information about toastmaster |
| <input type="radio"/> Lead clapping                        | <input type="radio"/> Joke told without apology                |

Work on : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Loved : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Toastmaster : \_\_\_\_\_

- |  |   |
|--|---|
| <input type="radio"/> Theme for meeting?       | <input type="radio"/> Mentioned quote     |
| <input type="radio"/> Acknowledged guests      | <input type="radio"/> Asked for apologies |
| <input type="radio"/> Mentioned agenda changes | <input type="radio"/> Mood _____          |
| <input type="radio"/> Lead clapping            | <input type="radio"/> Segues              |
| <input type="radio"/> Brought milk for tea     |   |

Work on : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Loved : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Intro Eval 1 : \_\_\_\_\_

- |  |  |
|--|--|
| <input type="radio"/> Manual and project                     | <input type="radio"/> CRC used                         |
| <input type="radio"/> Manual objectives                      | <input type="radio"/> Avoided summary in evaluation    |
| <input type="radio"/> Personal Objectives                    | <input type="radio"/> Evaluated manual objectives      |
| <input type="radio"/> Gave Time                              | <input type="radio"/> Evaluated personal objectives    |
| <input type="radio"/> Name Title Title Name w/ rising energy | <input type="radio"/> Gave at least one recommendation |
| <input type="radio"/> Lead Clapping                          | <input type="radio"/> End on a positive note           |

Work on : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Loved : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Intro Eval 2 :** \_\_\_\_\_

- Manual and project
- Manual objectives
- Personal Objectives
- Gave Time
- Name Title Title Name w/ rising energy
- Lead Clapping
- CRC used
- Avoided summary in evaluation
- Evaluated manual objectives
- Evaluated personal objectives
- Gave at least one recommendation
- End on a positive note

Work on : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Loved : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Intro Eval 3 :** \_\_\_\_\_

- Manual and project
- Manual objectives
- Personal Objectives
- Gave Time
- Name Title Title Name w/ rising energy
- Lead Clapping
- CRC used
- Avoided summary in evaluation
- Evaluated manual objectives
- Evaluated personal objectives
- Gave at least one recommendation
- End on a positive note

Work on : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Loved : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Table Topics Eval 1 :** \_\_\_\_\_

- Short intro to give more time for topics
- Chose guests
- Gave topic before speaker
- Strong, short topics
- Chose members with no / smaller roles

Work on : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Loved : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Table Topics Eval 2 :** \_\_\_\_\_

- CRC used
- Gave at least one recommendation

Work on : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Loved : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Grammarian :** \_\_\_\_\_

- Gave a word of the night
- Reported on ums / ahs / etc
- Bad use of language
- Explained what they would look for
- Good use of language
- Looked for stylistic devices (ie alliteration)

Work on : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Loved : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Timekeeper :** \_\_\_\_\_

- Mentioned start time
- Gave individual time for table topics
- Pointed out time thieves
- Mentioned after break time
- Gave total time / TTM time for table topics
- Gave GM time after their report

Work on : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Loved : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Overall**

- Good energy?

Work on : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Loved : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_