

District Newsletter



T O A S T M A S T E R S I N T E R N A T I O N A L ®

Exciting Changes to the TI Educational Recognition System

Toastmasters International is making some exciting changes in our educational system and award designations. To strengthen its leadership training and to make all educational designations in the communication and leadership tracks clearer and more meaningful, we are adding leadership award programs and renaming educational awards to distinguish between speech programs and leadership programs.

Beginning in 2006 members will see the following improvements in the educational program:

- ▶ **A new manual on leadership and a new leadership award.** The 10-project Leadership Program manual will help you develop leadership skills while serving in various club meeting roles. The manual will debut in January 2006 and will be included in the New-Member Kit, which all new members receive. Other members may purchase the manual (Catalog No. 265) for \$6.00 (U.S.) plus shipping. Members completing the manual will receive the new Competent Leader award. Toastmasters International will begin issuing the new award in July 2006.
- ▶ **New titles for the existing leadership awards.** The current Competent Leader award will become the Advanced Leader Bronze award. The current Advanced Leader award will become the Advanced Leader Silver award. The requirements for the Advanced Leader Bronze award include completion of the Competent Leadership manual as well as the Competent Communicator (or CTM) award. (Visit www.toastmasters.org for all requirements for these awards.) Because requirements for the award are changing, there will be a two year "grace period" for those working toward the current Competent Leader award. This means World Headquarters will continue to issue Competent Leader awards under the current requirements through June 30, 2008. Beginning July 1, 2008, all members must meet the new requirements. Those who have already earned the Competent Leader award under the current requirements and who apply for the Advanced Leader award after June 30, 2006, will receive the new Advanced Leader Silver certificate.
- ▶ **New titles for the Communication and Leadership Program and Advanced Communication and Leadership Program manuals.** At their next reprinting, the Communication and Leadership Program manual will be titled the Competent Communication manual and the Advanced Communication and Leadership Program manuals will become the Advanced Communication manuals.
- ▶ **New titles for the communication track awards.** Effective July 1, 2006, the Competent Toastmaster (CTM) award, given to those completing the Communication and Leadership Program manual, becomes the Competent Communicator award. The Advanced Toastmaster Bronze, Advanced Toastmaster Silver and Advanced Toastmaster Gold awards become the Advanced Communicator Bronze, Advanced Communicator Silver and Advanced Communicator Gold awards respectively, with no changes to award requirements. (Visit www.toastmasters.org for all requirements for these awards.)

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What your district can do on the TI Web site:

- ✓ Submit area governor visits
- ✓ Record club officer training attendance
- ✓ Check the status of prospective clubs
- ✓ Check distinguished area / division progress
- ✓ Check distinguished district progress

Visit the site now to use these features and obtain the info you need!

Great tools also are available to clubs on the TI Web site. Clubs can:

- ✓ Update the club's bylaws
- ✓ Submit education awards
- ✓ Add/update club officers
- ✓ Pay dues renewals
- ✓ Add new members
- ✓ Update club meeting time/place info
- ✓ Check DCP progress
- ✓ Order supplies and recognition items via the store

Encourage club officers to visit the Web site now to take advantage of these efficient tools to conduct business with WHQ!

Place Your Orders Early

World Headquarters will be taking inventory during the Christmas and New Year's holiday season. Please take note of this important announcement:

Product Requests

Requests and applications for supplies, new member kits, charter kits, education award certificates (and free advanced manuals) received between December 16 and January 6 will not be processed and shipped until after January 6.

Order Contest Materials Now

Judge's Guides and Ballots and other materials for International, evaluation, humorous, table topics and tall tales contests are available for purchase from WHQ. Don't wait until the last minute to order your supplies! Place your orders now through TI's online store and you'll be ready for all of your contests.

Please note that speech contest rules, Judge's Guides and Ballots and other contest forms are copyrighted and may not be reproduced in any form, including posting on Web sites. If any of these items are posted on your district's Web site, please remove them without delay. Also, if you are aware of clubs that have posted items on their Web sites, please remind them to remove the items or notify WHQ.

So You Want to Be an International Officer or International Director...

If you or someone in your district is interested in running for international office, visit the TI Web site and click on Member Information/International Officer/Director Candidate Info. Copies of the booklets "Running for International Director" and "Running for International Officer" are available for reading and printing. Other important candidate forms also are available in this section.

If you have questions or would like a printed copy of either booklet, please e-mail jturpie@toastmasters.org.

QUICK DIRECTORY

Questions about how to start a new club?

newclubs@toastmasters.org

Need to change your mailing or e-mail address?

addresschanges@toastmasters.org

Need help related to your clubs officers?

clubofficers@toastmasters.org

Have questions about an award application?

educationawards@toastmasters.org

Need your password to access the online processes?

lostpassword@toastmasters.org

Have a membership-related problem or missing your magazine?

membership@toastmasters.org

Questions about dues renewals?

renewals@toastmasters.org

Need some help with your club's statement?

statements@toastmasters.org

Want to submit club bylaw amendments or questions?

clubbylaws@toastmasters.org

Want to place an order?

supplyorders@toastmasters.org

Still not sure?

Visit the Contact Us section of the TI Web site or e-mail tminfo@toastmasters.org

New Club Scoreboard

Twenty-four clubs were chartered for October, compared with 38 in 2004, and 54 in 2003.

Our year-to-date total of new clubs is 188. The leaders in club extension are:

<u>District</u>	<u># of Clubs</u>
75	8
60	6
27, 47, 51	5

Company clubs were Chartered at: Remax, Greenwood Village, CO; Intuit, Plano, TX; Hudson Highland Group, Inc., New York, NY; Unitag Group & Cathay Pacific Airways, Manama, Bahrain; Safeway, Surrey, BC, Canada; Chinatrust HQS, Taipei, Taiwan; AnorMed Inc., Langley, BC, Canada.

Toastmasters International has approximately 10,051 clubs world wide.

Read Those Rules

The 2006 International Speech Contest will be under way soon as Toastmasters clubs worldwide conduct competitions that will culminate in the selection of the World Champion of Public Speaking.

Before each area, division and district contest, check to see that all contestants are eligible to participate. Each year someone is disqualified at the division, district and even region level contests because no one had bothered to confirm his or her eligibility earlier. Don't let this happen in your district! Rules were mailed to district governors, lt. governors, division governors, area governors and club presidents of record in October. Encourage everyone to read all of the rules before the contest takes place and to follow the rules carefully.

Speak at Speechcraft

If clubs in your area or division need to build membership, look no further. Speechcraft is designed to teach non-Toastmasters public speaking skills. Experienced club members present the fundamentals of public speaking during four, six or eight week sessions, usually during a club meeting.

Speechcraft participants are prospective new members for the club—they'll likely join after they see the benefits, so conducting a terrific program is important. The Speechcraft Starter Kit (Catalog No. 205) is available for \$20 plus postage and contains everything you need to conduct a program for five participants. Contact WHQ to order your copy today!

Sponsor and Mentor a New Club

Efforts today can make a substantial difference tomorrow! When Toastmasters volunteer to serve as sponsors or mentors for new clubs, they provide a strong foundation for membership growth.

Make sure each new club in your district, division and area is officially assigned sponsors and mentors by your district governor before chartering. That way the sponsor can assist during the club's formation, and the mentor can help during the club's first six months.

Remember: Additions or changes to the sponsor and mentor assignments need to be reported to WHQ no more than 60 days after the club's charter date. Sponsors must return the Sponsor Service Verification Form to WHQ no later than 90 days after the club officially charters. Mentors must return the Mentor Service Verification Form to WHQ no sooner than six months after the club officially charters.

Take advantage of the sponsor/mentor program to help your new clubs.

Submit Club Visit Reports Online

Area governors are encouraged to submit their Area Report of Club Visit forms online through the TI Web site. Click on "District Business," find "Area Report of Club Visit" in the upper left corner and click on "click here." Type the club number, press the TAB key (do not press ENTER or you'll get an error message), then click "select." The form will appear. Simply type your responses to the questions in the spaces provided. After completing the form, click "submit." If the e-mail addresses World Headquarters has on file are current, report copies automatically will be sent to the district governor, lieutenant governors and club president. Online reports must be received at WHQ by midnight November 30 for credit in the Distinguished Area Program.

Area governors still have the option to submit their reports by mail. Area governors must mail their reports to their district governor by October 31 ONLY if they did not submit the report online. District governors must then forward a copy to WHQ. To be credited in the Distinguished Area Program, forms must be postmarked on or before November 30 and received at WHQ by 5 p.m. PT December 10.

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Beginning July 1, 2006, members applying for any of the current awards will receive certificates reflecting the new award names.

- ▶ **A change in the Distinguished Toastmaster award requirements.** Beginning July 1, 2006, to be eligible for the award, a member must have received the Advanced Communicator Gold (or current Advanced Toastmaster Gold) and the Advanced Leader Silver (or current Advanced Leader) awards.

More information about the changes appear in the November 2005 issue of *The Toastmaster* magazine, or visit the Toastmasters International Web site at www.toastmasters.org. You'll also find a training program about the changes on the Web site, which you can download and present during club officer training and other district meetings.

Check Out TI's New Promotional Products!

Many of these tools for club building and membership recruitment are available for a nominal charge and some are even free with each district order.

All About Toastmasters (Catalog No. 124) explains how the Toastmasters program works, how a company or community benefits by having a Toastmasters club and how to become a member. **\$0.25 each.**

Out of the Past, Into the Future (Catalog No. 1153B) outlines the organizational history of Toastmasters International, its present mission and future vision. **Free with each district order.**

Because Public Speaking Skills Aren't Debatable is TI's basic press release and is intended to provide background information about the organization to the media. **Free with each district order.**

Clear Communication. Your Organization Needs It (Catalog No. 103) is a glossy brochure intended for promoting Toastmasters inside business, industry and government organizations. **Five copies free with each district order.**

Find Your Voice (Catalog No. 99) targets potential members who work in a variety of trades.

Confidence, the Voice of Leadership (Catalog No. 101) is intended for potential members in the corporate environment.

Mini-Marketing Card Set (Catalog No. 125). A miniature, business-card-like version of the larger promotional fliers with similar designs (Catalog Numbers 114 and 116). Perfect for handing to potential visitors! Cards include space to add your club's meeting information. Four different designs in a **set of 40 for \$1 each.**

Publicity Pack (Catalog No. 1153). A kit that contains many of the above listed components intended for introducing prospective members to the Toastmasters organization. **\$1.50. Two are free with each district order.**

Protect the Toastmasters Name and Logo

The main asset of all successful companies is their distinction from their competitors. Just as Nike and Pepsi, for example, carefully guard their copyrights and trademarks, so does Toastmasters International. Unauthorized or inappropriate use of Toastmasters International's name and logo could lead to the loss of TI's right to use these trademarks. Should this happen, the organization would cease to exist. Therefore, the names "Toastmasters International," "Toastmasters" and the TI logo are trademark-protected in all countries where Toastmasters clubs exist.

Districts and clubs may use the organization's name and logo for most purposes directly related to and focused on the club and district missions. So for example, appropriate use of TI trademarks include promotional purposes, such as on stationery, business cards, newsletters, Web pages, program covers, agendas and similar items sanctioned by the club or district. There are two main criteria for using the TI trademarks, however:

- The Toastmasters logo and name cannot be altered in any way or included as part of another graphic. For example, it's fine to place the logo on a district's letterhead above the district's name. But it's not permissible to include it as part of a drawing or another graphic. Similarly, districts or clubs cannot animate the logo on their Web pages.
- The names "Toastmasters International" and "Toastmasters" as well as the logo cannot be printed, engraved or placed on any other items (such as badges, trophies, clothing, plaques, certificates, coffee mugs) without advance written approval from WHQ. Any such use is a violation of trademark law and TI policy. For example, a logo removed from a name badge purchased from WHQ cannot be placed on a trophy or other item purchased locally as this use of the TI logo has not been licensed. Permission to use our trademarks has not been granted to any outside vendors. Please notify WHQ of any unauthorized use.

Permission is sometimes granted for use of the TI name or logo for special club or district occasions. However, this permission is granted on a one-time basis and must be secured in writing from WHQ. For questions, contact Roma Lamb at rlamb@toastmasters.org.

Your support in protecting our organization's identity is greatly appreciated!