




# Red Hat Beijing R&D Toastmasters Club

Friday, Apr. 13, 2018 - 12:00 PM - 13:30 PM

Venue: 10F Sui&Tang



Time	Role	# 35 Life in Beijing	Member	Time
11:45	Sergeant at Arms	Arrival and prepare the room	Chen Shi	0:10
11:55	Sergeant at Arms	Greeting the guests	Chen Shi	0:05
12:00	President	Warming up/Introducing TI & Toastmasters	Han Han	0:01
12:01	<b>Toastmaster</b>	Opening speech & Introduce General Evaluator	Wei Sun	0:02
12:03	General Evaluator	Lead the team and introduce roles	Jing Zhang	0:02
12:05	Timer	Explain role	Ping Zhang	0:02
12:07	Ah-counter	Explain role	Yanping Liu	0:02
12:09	Grammarian	Explain role	Jinhua Li	0:02
12:11	Toastmaster	Introduce the Table Topic Master	Wei Sun	0:01
12:12	<b>Table Topic Master</b>	<b>Table Topics (each speaker 2 mins)</b>	Rony	0:20
12:32	Toastmaster	Introduce the Table Topics Evaluator	Wei Sun	0:01
12:33	<b>Table Topic Evaluator</b>	<b>Table Topics Evaluation</b>	Xingxing Xia	0:08
12:41	Toastmaster	Introduce the 1st speaker	Wei Sun	0:01
12:42	<b>1st Speaker</b>	<b>CC7 - Time Management</b>	Yuli Wang	0:07
12:49	Toastmaster	1 minute silence for writing comments for the 1st speaker	Wei Sun	0:01
12:50	Toastmaster	Introduce the 2nd speaker	Wei Sun	0:01
12:51	<b>2nd Speaker</b>	<b>CC1 - Stones</b>	Ming Xie	0:06
12:57	Toastmaster	1 minute silence for writing comments for the 2nd speaker	Wei Sun	0:01
12:58	Toastmaster	Invite General Evaluator	Wei Sun	0:01
12:59	General Evaluator	Call up roles to make reports	Jing Zhang	0:01
13:00	<b>1st Evaluator</b>	<b>Evaluate the 1st speaker</b>	Jinhua Li	0:02
13:02	<b>2nd Evaluator</b>	<b>Evaluate the 2nd speaker</b>	Mingfang Guo	0:02
13:04	<b>Ah-counter</b>	<b>Ah counter's Report</b>	Yanping Liu	0:03
13:07	<b>Grammarian</b>	<b>Grammarian's Report</b>	Jinhua Li	0:03
13:10	<b>Timer</b>	<b>Timer's Report</b>	Ping Zhang	0:03
13:13	<b>General Evaluator</b>	<b>General Evaluator's Report</b>	Jing Zhang	0:05
13:18	Toastmaster	1 minute silence for voting the Best Evaluator/ Best Speaker/ Best Table Topics Speaker	Wei Sun	0:01
13:19	Toastmaster	Introduce the Show Time	Wei Sun	0:01
13:20	<b>Show Time</b>	<b>Talent Show</b>		0:03
13:23	Toastmaster	Introduce SAA for Best Award	Wei Sun	0:01
13:24	Sergeant at Arms	Collecting the ballot & Best Awarding	Chen Shi	0:02
13:26	Toastmaster	Run off the meeting and back stage to President	Wei Sun	0:01
13:27	President	Closing the meeting - Have a great day & See you next meeting!	Han Han	0:01
<b>Club Officers: President - Han Han VPE - Yuli Wang VPM - Zhiming Xiong VPPR - Jinhua Li Secretary - Ping Zhang Treasurer - Xuemin Li SAA - Chen Shi</b>				

Voting for Best by scanning QR				
				
<p>"Meeting manners &amp; etiquettes:</p> <ul style="list-style-type: none"><li>- Please turn mobile phone to vibration.</li><li>- Keep applauding while speakers walk up and down the stage.</li><li>- Please avoid private talk during the meeting.</li><li>- Please shake hands when you turn the floor over to others.</li></ul> <p>- 4 taboos in Toastmasters meetings: Sex, Religion, Race, Politics."</p>				
Word of the day				
<p>大吉大利:祝愿对方获得幸运 e.g 1. 大吉大利 新年快乐 2. 大吉大利 今晚吃鸡</p>				