

General Evaluator Checklist

- When called for the general evaluation, first introduce the speaker evaluators:

<i>Evaluator</i>	<i>For Speaker</i>

- Call on the grammarian for the grammarian's report.
- Give your evaluation. Items to consider including in your evaluation:
 - Did the meeting start on time? Is it going to end on time?
 - How did the toastmaster of the day do? Any feedback for him or her?
 - Any feedback for other roles, such as the evaluators or the grammarian?
 - Were there any mixups during the meeting that could have been avoided by better planning or preparation? Good examples are the speakers giving their introductions to the TM, and giving their times to the timer.
 - How was the mood of the meeting? Was there a theme or did a theme arise during the course of the meeting?
 - Comment on the jests and table topics.