



MANLY MULTILINGUAL TOASTMASTERS CLUB

CLUB No 712902, Area 22, Hawkesbury Division, District 70
PO Box 961, Balgowlah, NSW 2093
www.manlytoastmasters.org.au

Thinking about becoming a more confident public speaker and presenter in 2012? Then make this one of your New Year's resolutions and join us at our next Speechcraft course in Balgowlah.

Speechcraft is a public speaking program designed by Toastmasters International to develop your public speaking ability and much more. You will gain confidence in all aspects of communication, including written and impromptu speeches, audio-visual aids, body language, active listening and supportive evaluation.

Manly Multilingual Toastmasters club is hosting the course in March and April 2012 at the Club Totem in Balgowlah. The course will run over a 6 week period as follows:

Dates

14 March 2012 (Wednesday)

21 March 2012 (Wednesday)

27 March 2012 (Tuesday)

11 April 2012 (Wednesday)

18 April 2012 (Wednesday)

27 April 2012 (Friday) when your friends and family are also invited to help you celebrate completion of the course.

Time

Start time 7pm

Close at 9.30pm

Venue

Club Totem
Manly Warringah Masonic & Community Club
195 Condamine Street
Balgowlah
NSW 2093

Cost

\$295 per person which includes all training materials as well as your joining fee to Toastmasters International (\$50) if you decide to join Manly Multilingual Toastmasters Club following completion of the course.

Groups of 2 or more will enjoy a 15% discount.

Cancellation Policy

There will be a \$30 cancellation fee if a participant cancels after registering which will increase to \$150 if cancellation is notified less than two weeks before the start of the course. No refund will generally be provided if cancellation occurs less than one week before the course start date.

Manly Multilingual Toastmasters Club reserves the right to cancel or defer the start of the course if there are insufficient registered participants, in which case a full refund will be offered to those already registered.

Course content

A Speechcraft course is designed to teach public speaking skills to members of the Toastmasters Club and non-members from within the local community. During the program you will be invited to participate in Table Topics, which is an enjoyable way of learning impromptu speaking, present 5 prepared speeches and serve as an evaluator for your fellow Speechcrafters. You will also have the opportunity to practice secondary assignments such as proposing a Toast, Chairman and introducing a speaker to the audience.

On the first night you will receive the "Speechcrafters Handbook". This handbook is an educational manual from the Toastmasters International, Success/Communication Series. You will be working from this handbook, which contains six speaking projects. You will also be supplied with other information to help you through the course. A number of Manly Multilingual Toastmasters club members will deliver educational presentations throughout the duration of the course to assist you with your preparation and presentation skills.

Manly Multilingual Toastmasters Club

Our club meets on the first Wednesday of each month at 7pm at the Manly Senior Citizen Centre in Pittwater Road. You are invited to attend our April club meeting on 4 April at no extra charge to experience a club meeting. On completion of the course you are invited to join our club and we will waive the \$50 joining fee which means that you pay only the semi-annual dues of \$80 and you will receive a credit for the first three speaking projects in the Communication Program to enable you to get on your way to becoming a Competent Toastmaster.

Registration

As places are limited, to secure your place on the course - please complete the attached registration form and forward to us with your payment as soon as possible. Places will only be confirmed on receipt of payment.

For more information please contact:

Christopher Schaub: m: 0405 937 541 e: christophers.schaub@gmail.com or

Sally Morton m: 0416 145 698 e: president@manlytoastmasters.org.au



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SPEECHCRAFT REGISTRATION FORM

NAME:

ADDRESS:

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PHONE NO:work/home/mobile

EMAIL:

The fee of \$295 for the course is payable on registration to secure your place on the course. The fee can be paid by cheque (made payable to Manly Multilingual Toastmasters Club), cash or direct debit via the internet directly to our bank account at:

Bank BSB: 802 147
Account No: 43117
Account Name: Manly Multilingual Toastmasters Club
Reference: Please state Speechcraft and your surname

Please indicate method of payment below with a tick. If paying via the internet, please attach a copy of the receipt for the bank transfer to your registration form.

PAYMENT BY: Cheque/ Cash/ Direct Debit

Please return this registration form together with your payment or receipt to:

Manly Multilingual Toastmasters Club
PO Box 961, Balgowlah, NSW 2093

I agree to make every effort to attend each session of the course and prepare appropriately for each session.

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Signed Date