



## About The HKIE Toastmasters Club

The HKIE Toastmasters Club was first formed in 2002 and regular monthly meetings were organized normally on the first Thursday of each month at the HKIE Headquarters located at 9/F, Island Beverly, Causeway Bay, Hong Kong. The HKIE Toastmasters Club (HKIE TMC) provides a mutually supportive and positive learning environment in which every individual member has the opportunity to develop oral communication and leadership skills. It is a 'WiFi' environment, demanding our members to **Work, Implement, Feedback and Improve** following the Toastmasters Project Manuals. Learning can only be effective by actual delivery of projects and through a '**Plan-Do- Check-Achieve**' cycle for continuous improvement. Our members need to set various targets to be achieved over a time frame.

You need to be an HKIE member to join the **HKIE TMC**. The membership fee being paid to HKIE TMC is indirectly paid to the Toastmasters International (TI). After joining, each HKIE TMC member will soon receive the email from the TI about your membership number and the password for logging into the TI website which contains a lot of useful education materials for enhancing your communication and leadership skills. Also, each member receives a hard copy of TI magazine monthly.

The education materials provided by TI are called "Pathways", allowing members to gain more knowledge by learning through video and multiple-choice tests in the TI website. The HKIE TMC suggests our member to select a path called "**Presentation Mastery**" as the common steps to enhance their skill set. "**Begin with an end in your mind**" can help so that member can better manage his or her path and enjoy the experience in going through this path. Accordingly, there will be **4 projects in Level 1** for each member to complete and when completed these 4 projects, a certificate, upon completion, will be issued. It is highly recommended that every member should aim for this initial target after joining the HKIE TMC. These materials can be downloaded from the TI website.

Currently, there is an AI tool called Yoodli in the TI website where you can input your speech and the tool can provide speech coaching. Yoodli can evaluate your speech and give suggestion to enhance your speech.

In the regular meetings, there are two major portions: the first is the '**prepared speech**' and the second is '**Impromptu speech**'. Prepared speech is normally around 5 to 7 minutes and the speaker is needed to book a time slot in advance and an evaluator on that prepared speech will also be arranged. Impromptu speech is around 2 minutes. The speaker will be drawn by random to come to the stage, giving him/her a topic, instantly he or she will have to speak along the topic for that 2 minutes. It is a challenge or learning opportunity for managing your mind to achieve competent speech delivery. In the regular meetings, there are three important facilitators, namely, the **Ah Counter**, the **Grammarians** and the **Time Keeper**. The Ah Counter gives feedback on the unnecessary sound heard during the speech presentation. The Grammarians focus on the use of language and of course grammar as well. The Time Keeper is to report on the how good the time management. When more speakers are required to do "Prepared Speech", speakathon will also be organized at venue best suited the speakers.

The HKIE Toastmasters Club is a caring family – allowing more engineers to become competent speakers, to raise personal confidence, to grow to achieve a fulfilling career and to contribute and help others to growth.