



Quest Toastmasters Club 5651

Guide - Role of the Quizmaster

The role of the Quizmaster is to listen intently to everything that is said during the meeting and to create five or six questions to ask the audience. These questions are intended to test the audience's listening skills.

This role provides the opportunity for all at the meeting to actively practice and test their listening skills. As the Quizmaster, you lead the audience by exemplifying active listening. As the meeting progresses, jot down simple questions based on what was said or done, the content of any assignment or what was learned.

Near the end of the meeting, you will be called to stand and ask the club your questions, in the form of a "question and answer" period. Briefly and concisely, thank the General Evaluator and then allow approximately 5 to 10 seconds per question and answer. Quickly pose the question to the entire audience. Expect rapid answers to be called out from the audience and keep a running tab of who answered the questions. If no response is given to a question, provide the answer and move onto the next question.

When your time is up, briefly thank the audience for their participation and pass control of the lectern to the General Evaluator before being seated.

Tips:

- The questions should be based purely on good listening skills and the audience's ability to pay attention. The questions should not be trivial, but neither is it about testing the audience's skills at details.
- It is good to ask questions on important points that were learned during the evening. For example, "According to Carl's educational session, what is the most important job of an evaluator?"
- Use your imagination to make the assignment both entertaining and a method of revision. You can limit who can answer, award small prizes or make it a written assessment.
- **IMPORTANT: If the meeting is running overtime, keep your report short by asking fewer questions.**
- Smile and have fun!

Example Questions:

- * In John's speech, what did John do that frightened his brother?
- * What was Julie's favorite song?
- * Who said "_____."
- * What was the purpose of Amanda's speech?

*Adapted for Quest Toastmasters by Davender Gupta, VP Education (10 Sept 2006)
Source: Thunderbird Toastmasters, Club 396 District 21, Victoria, British Columbia*