



## Word from the editor

Dear Toastmasters,  
Dear Friends of Toastmasters,

As I was not able to attend last meeting Andrea Lapitza luckily proved her high ability of multitasking. Beside being ah-counter and general evaluator she also managed to take some notes for me to be able to send out the Toastpost with all relevant information. Thank you very much again for that!

Besides the obviously very interesting speeches I was also sad to have missed the Table Topics prepared by Annette. Toastmasters and paradise in one sentence really sounds promising to me ;-))) Cheers Andrea Hierman

Karl and Laurenz were doing wonderful Ice breakers. I was deeply impressed because it seemed to me that they were used to do speeches very often.

Laurenz gave us impressions about his favourite hobby „climbing“ and Karl showed us that life is full of variety and is worth to live.

Royce talked about various forms of communication and their development in the last years such as emails, mobilphones, internet and skype and his personal experience in being without a mobilphone.

Günther finished his project „High Performance Leadership“ and gave us a review of the Toastmaster District Fall Conference in Vienna in November 2007.

The figures showed that the conference was a great success for all: 230 participants, 70 clubs and 29 members of Vienna TM Club and 50 constructive comments.

Not only our objectives were more than fulfilled but also Günther showed his heart beats for Toastmasters sometimes 24 hours a day. His performance was tremendously.

CONGRATULATION to all speakers!

Best regards,  
Andrea Lapitza

## Toastmasters & WWW

[Homepage Vienna Toastmasters](#)

[Toastblog](#)

[Toastmasters International](#)



[Speaker's Bureau](#)

If you have any questions, ideas, suggestions for improvement, we would love to hear from you. Please find below the names of the executive committee (period 2007/2008).

<a href="#">Niko Viramo</a>	(President)
<a href="#">Megan Castek</a>	(VP Education)
<a href="#">Martha Auer</a>	(VP Membership)
<a href="#">Christian Halter-Koch</a>	(Treasurer)
<a href="#">Andrea Lapitza</a>	(Secretary)
<a href="#">Ivan Berlakovich</a>	(Sergeant at Arms)
<a href="#">Andrea Hierman</a>	(VP Public Relation, Newsletter Editor)

## We meet

1<sup>st</sup> + 3<sup>rd</sup> Tuesday  
every month

Hotel Mercure Biedermeier,  
room „Ziererstube“  
1030 Landstr. Hauptstr. 28,  
Tel: +43 1716710

from 7-10 pm (incl. 1 hour dinner break)

All guests are welcome to join us and experience, what's Toastmaster's all about!

Just show up at the next meeting, or mail to

[toastofvienna@yahoo.com!](mailto:toastofvienna@yahoo.com)



V I E N N A



T O A S T P O S T



## Club business

### Important dates - Int. Speech -and Evaluation Contest Calendar, Spring 2008

#### Club Contest (Vienna) March 4th, 2008

# WANTED!

- Speech Contestants
- Evaluation Contestants
- Target Speaker (for evaluation contests)
- Judges
- Timers
- Ballot Counters
- Helpers (Sergant at Arms)
- Chief Judge
- Contest Master

Active participation - Let us make our contest meetings a great success together! Just send your wishes to [toastofvienna@yahoo.com](mailto:toastofvienna@yahoo.com) and/or to VP Education at [megan@castek.at](mailto:megan@castek.at)

You can find the contest rules on our blog at the following link

<http://toastblog.wordpress.com/conferences/club-contest/>

#### Area & Division Conference

**Area Conference** (Vienna)  
March 29th, 2008

**Division Conference** (Nürnberg)  
April 26th, 2008

#### District Conference (Prague) May 16th - 18th, 2008



Toastmasters District 59 Spring Conference 2008 • Prague, Czech Republic

You can register for the District Conference in Prague under the following link:

<http://www.bohemiantoastmasters.org/conference/>

Please note, that the early bird package is only bookable until

**Februar 16th, 2008!!**

#### Price Packages

**Full package (entire conference) € 125,--  
early bird (until Feb 16, 2008):**

Full (entire conference) € 145,--  
regular (Feb 17 – Apr 16, 2008):

Full (entire conference) € 165,--  
late (from Apr 17, 2008):

Guest (Saturday afternoon (no lunch)  
and Gala evening incl. dinner): € 75,--

#### Travel Expenses

As decided by the Executive Committee every participating member will receive EUR 50,-- for covering a part of the travel expenses to the District Conference in Prague 2008.

And if you succeed to compete at the District Level in Prague (Speech/Evaluation), you will get **one year free membership** at the Vienna TM Club 551

We have received a box of materials from the TMI and therefore are stocked now with some great advanced manuals, books, dvd's etc. These materials are available for our club members to borrow. All items going in/out will be signed by the member and counter-signed by Andrea Lapitza, who has been kind to volunteer to take over the stock control of our club materials. Thank you Andrea Lapitza!

We have a small internal change in the executive committee effective 1.1.2008: Andrea Hierman has taken over the VP Public Relations from Walter Grassl. We wish Andrea Hierman a lot of success in her new additional position.



# Vienna Toastpost

Vienna Toastmasters Club 551, [www.toastmasters.at](http://www.toastmasters.at)

## Our vision

Vienna Toastmasters exists to empower its members to achieve full potential, both professionally and personally.

We strive for continuous improvement in our communication and leadership skills, thereby empowering our members to embrace dynamic changes and giving them a courage to be successful leaders.

**It is our vision to become the leading Toastmasters club in Europe!**

Our **CORE VALUES** are integrity, dedication to excellence, service to the member, and respect for the individual.

## Our mission

The Mission of the Vienna Toastmasters Club is to provide a friendly, positive and creative atmosphere; where members actively participate to improve their thinking, listening, speaking and leadership skills.

Effective, well organized, productive meetings are conducted in a lively, fun-filled manner.

Members are challenged to achieve and surpass their personal goals through constructive evaluation and feedback promoting improved self-esteem, confidence and personal growth.

Guests and new members from the community are always welcome.

# MISSION POSSIBLE

## Distinguished club program

### Goals to achieve

Following are the goals we should strive to achieve during the year.

goal #	status	who has achieved
2 CCs	1	Annette Hexelschneider
2 more CCs	0	
1 ACB, ACS or ACG	0	
one more ACB, ACS or ACG	0	
1 CL, ALB, ALS or DTM	<input checked="" type="checkbox"/>	Renate Dorner (CL)
one more CL, ALB, ALS or DTM	<input checked="" type="checkbox"/>	Günther Aschenbrenner (CL)
4 new members	<input checked="" type="checkbox"/>	Wolfgang Löber, Royce To, Anita Himmelsberger, Alexander Rueprecht
4 more new members	<input checked="" type="checkbox"/>	Bettina Kirnbauer, Anna Steinhardt, Zoltan Vador, Karl Biedermann, Laurenz Trawnicek, Travis Pittman
4 officers trained twice a year	0	
Membership dues renewal report and club officer list submitted on time	<input checked="" type="checkbox"/>	
At least 20 members OR and net growth of at least 5 new members	<input checked="" type="checkbox"/>	



Distinguished Club Program and Club Success Plan

















### Recognition

5 goals achieved: **Distinguished Club**  
 7 goals achieved: **Select Distinguished Club**  
 9 goals achieved: **President's Distinguished Club**

CC *Competent Communicator*  
 ACB, ACS, ACG *Advanced Communicator Bronze, Silver or Gold*  
 CL *Competent Leader*  
 ALB, ALS *Advanced Leader Bronze or Silver*  
 DTM *Distinguished Toastmaster*



## Participants of this meeting

 <b>Günther</b> <i>Aschenbrenner</i>	no foto available  <b>Martha</b> <i>Auer</i>	 <b>Ivan</b> <i>Berlakovich</i>	 <b>Karl</b> <i>Biedermann</i>	 <b>Megan</b> <i>Castek</i>	 <b>Renate</b> <i>Dorner</i>
 <b>Christoph</b> <i>Hammer</i>	 <b>Annette</b> <i>Hexelschneider</i>	 <b>Anita</b> <i>Himmelsberger</i>	no foto available  <b>Bettina</b> <i>Kirnbauer</i>	 <b>Alois</b> <i>Kroiss</i>	 <b>Andrea</b> <i>Lapitza</i>
 <b>Monika</b> <i>Nagel</i>	 <b>Rolf</b> <i>Rehe</i>	no foto available  <b>Winston</b> <i>Smith</i>	 <b>Anna</b> <i>Steinhardt</i>	 <b>Royce</b> <i>To</i>	 <b>Laurenz</b> <i>Trawnicek</i>
 <b>Niko</b> <i>Viramo</i>	no foto available  <b>Maria</b> <i>Zwanikken</i>				

If there is no photo above your name, please send it to me: [andrea.hierman@alconlabs.com](mailto:andrea.hierman@alconlabs.com).

### Guests:

**Claudia** Hollm  
**Gabriele** Schaal  
**Leo** Ziegler  
**Corinna** Smith





## Meeting details

### Functions

*TM of the evening:* Christoph H.  
*Table Topic Master:* Annette  
*General Evaluator:* Andrea L.  
*Timer:* Bettina  
*Grammarian:* Martha  
*Ah-Counter:* Andrea L.  
*Video Master:* Monika  
*Ballot Counter:* Megan  
*Joke Master:* Monika  
*Evaluator:* Martha  
                   Monika  
                   Renate  
                   Leo

### Word of the day

-

-

**example:**

-

**Who used the word of the day:**

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### Table Topics

Vienna Toastmasters in search of paradise

### Prepared Speeches



Title	Project/Manual	Name	evaluated by
Ice Breaker „Climbing“	C1	<b>Laurenz</b>	Martha
Ice Breaker „Carpe diem“	C1	<b>Karl</b>	Monika
Be smart with your communication	C3	<b>Royce</b>	Renate
Two month after THE EVENT	HPL	<b>Günther</b>	Leo

## AND THE AWARDS GO TO ...

Best Speaker: **Laurenz**  
 Best Table Topic Speaker: **Anna**  
 Best Evaluator: **Renate**





## This & that

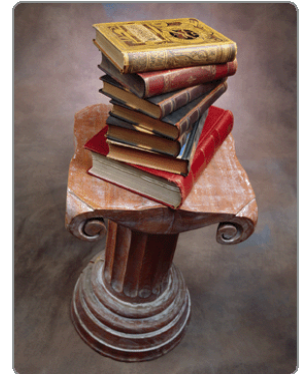
### Grammarian

One benefit of Toastmasters is that it helps people improve their grammar and word use. Being grammarian also provides an exercise in expanding listening skills. You have several responsibilities: to comment on language usage during the course of the meeting, and to provide examples of eloquence. Prepare a brief explanation of the duties of the grammarian for the benefit of the guests. Also get a blank piece of paper and pen ready to make notes. Throughout the meeting, listen to everyone's word usage. Write down any awkward use or misuse of the language (incomplete sentences, sentences that change direction in midstream, incorrect grammar or malapropisms). For example, point out if someone

used a singular verb with a plural subject. "One in five children wear glasses" should be "one in five children wears glasses."

When called on by the general evaluator during the evaluation segment:

- Stand by your chair and give your report.
- Try to offer the correct usage in every instance of misuse
- Report on creative language usage and announce who used the word of the day (or a derivative of it) correctly or incorrectly.



### Meeting Speaker

No doubt you've guessed that the speaking program is the center of every Toastmasters meeting. After all, what's Toastmasters without the talking? But members don't just stand up and start yakking. They use the guidelines in the *Competent Communication* (CC) manual and the *Advanced Communication Series* (ACS) manuals to fully prepare their presentations. The CC manual speeches usually last 5-7 minutes. ACS manual project speeches are 5-7 minutes or longer depending upon the assignment.

Every speaker is a role model and club members learn from one another's speeches. Prepare and rehearse to ensure you present the best speech possible. Don't insult your fellow club members by delivering a poorly prepared speech. However, it's also true that no speech is perfect. So, get out there and try! Here's what to do:

- **Check your club's meeting schedule regularly** to find out when you're assigned to speak. Begin working on the speech at least a week in advance. That way, you have enough time to devote to research, organization and rehearsal.
- **Before the meeting, ask the general evaluator for your evaluator's name.** Talk with your evaluator about the speech you'll give. Discuss your speech goals and personal concerns. Let your evaluator know where you believe your speech ability needs strengthening, so he or she can pay special attention to those aspects of your presentation. Remember to bring your manual to the meeting.

- **You should arrive at the meeting early.** Give your manual to your evaluator before the meeting starts. Sit near the front of the room and carefully plan your approach to the lectern and your speech opening.



- **During the meeting, give your full attention to the speakers at the lectern.** Don't study your speech notes while someone else is talking. When you're introduced, smoothly & confidently leave your chair & walk to the lectern. After your speech, wait for the Toastmaster to return to the lectern, then return to your seat. Listen intently during your evaluation for helpful hints that will assist in building better future talks.
- **After the meeting, reclaim your manual from your evaluator.** Discuss any questions you may have concerning your evaluation to clarify and avoid any misinterpretations.
- **Finally, have the vice president education (VPE) initial the Project Completion Record in the back of your manual.**

You'll enjoy a growing sense of confidence as you repeat these steps with new projects. Don't be afraid to do the work, enjoy the applause and reap the educational benefits. Your courage will be rewarded!



## Member of this issue



**Annette Hexelschneider**

born in: Leipzig  
birthday: November 27th

### Some words about your profession?

Together with my unit I support information input (IT, databases, library) and knowledge output (publications, databases, events, dissemination) in a European Social Research Institute.

### Your middle name?

Leonore

### A childhood memory?

My room: I sit on (!) my table at the window and enjoy the 180° panoramic view onto Leipzig daydreaming.

### The most beautiful thing you can buy for money?

The delicious healthtimelove cocktail.

### A weakness you should be forgiven for?

My speed

### My ideal Sunday breakfast starts with...

Peace

### Love is ....

Life energy.

### What do you want to learn in future?

More about nearly everything.

### How did you come to Toastmasters?

I read an article in the „Stuttgarter Zeitung“ and tested the Toastmaster club there. But the travelling to the meetings was too much for me so I was happy when I came to Vienna that the venue here is so conveniently located.

### Which three things would you take along to a deserted island?

I don't want to go to a deserted island!

### What do you always carry in your handbag/wallet?

Money, key, identity card, diary, pen, paper, camera, business cards, tram tickets, cosmetics, umbrella, handkerchief, headache tablets,....

### Your favourite holiday destination?

1. New Zealand 2. UK 3. Vienna

### My last sentence should be (when I die)?

I don't want to think about it.

### My career aspiration when I was a child?

Nothing special. Perhaps I already secretly planned to become an „independent gentleman“ = Privatier :-)

### Your hobbies?

Reading, exploring, writing. Cinema, theatre, concert. Hiking, Pilates.

### A clever sentence which is not from you?

Your creativity: Desire, Ask, Believe, Receive!“ Stella Terill Mann