

General Evaluator Checklist

Call on speech evaluators to evaluate each speaker

Ask for Timekeeper to report their times

Call for vote of Best Evaluator

Ask Ballot Counter to collect ballots

Call for Ahh Counter / Grammarian report

General Evaluator evaluates meeting

Business meeting

Toastmaster

Topic Master

Speech Evaluators

Anything else you noticed

**Return conduct of the meeting to the
Toastmaster by 7:50 PM**