

## **Table Topics Evaluator**

The role of Table Topics Evaluator involves presenting a series of mini evaluations, important feedback for everyone who does a Table Topic.

This feedback has to be concise and to the point because you only have 7 minutes allocated for the whole evaluation. You also have to be well-organised so that you remember the names of who spoke and what their topic was.

A good way to do it is to write down the speakers name, the topic and two things they did well, and one thing they could improve on. You may have more to say about some speeches, but remember you'll have to keep it fairly short.

Try to keep your handwriting neat because you'll have to read it back without rehearsal!

It's not the Table Topics Evaluator's job to evaluate the Table Topics Master – that is the role of the General Evaluator.

You can also do a summary at the beginning or the end if there was something that stood out overall.

As with all evaluations, try to be positive and encouraging, and try to think of a possible area for improvement for all speakers, even Jane Cameron!