## Pathways for Experienced Toastmasters

**TOASTMASTERS INTERNATIONAL**

**District 37 TLI Extravaganza December 14, 2019**

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This version contains my modified versions of the DTM slides sent to me by Abdul Hye on Dec. 8, 2019.

## Target Audience

▸ Members who are comfortable completing projects and want to know "What else can I do?"

▸ Members transitioning from the legacy program who still have reservations about the program.

Our focus in D37 to date has been to get members to the point where they can complete their projects in Pathways, but there's a lot more you can do in the program. This session is intended to introduce the audience to some of these "advanced" features.

There are also quite a few members who are very familiar with the legacy program and are having trouble adjusting to the new program. While we understand and can acknowledge their concerns, the fact is Pathways is not going to go away. This session therefore also discusses how these members can 'adapt' Pathways to "make it their own".

The session does not (generally) discuss any Base Camp Manager responsibilities – except in passing as part of other topics. Anyone with concerns in this area can contact me off-line.

## Toastmasters Listens!

- Engaging Humor – Feb., 2019
- Projects open in a new tab – not a pop-up
- Improved Base Camp access – summer, 2019
- Access all projects in your path – Fall, 2019

- You have ten days to provide feedback on a project after you complete it

✔ **Ice Breaker**
Status: Completed   Due: No Due Date
~~This is a foundational project designed to introduce members to their club and the skills~~

**Evaluate** ▾

- For general feedback
  - membership@toastmasters.org – general comments
  - educationprogram@toastmasters.org – for path-specific items

- District 37 Resources
  - http://d37toastmasters.org/pathways-resources/

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Toastmasters recognizes that many members have legitimate concerns about Pathways, and they are listening to us. They have a "Tiger Team" at WHQ that is tracking member feedback and prioritizing improvements, and this slide lists some of the changes you may already have seen.

They cannot 'improve' anything, however, if they don't know what your concerns are, so it's important for you to provide them with the appropriate feedback. If your comments are related to a specific project, there is a link (shown) you can use for up to ten days after you complete that project to make your suggestions. For comments of a more general nature, you can send emails to the addresses shown here.

Finally, there is a wealth of information available on the D37 web page that is regularly updated.

Note: I was told that TI is developing a 'real' mobile app that would allow access to Base Camp from your tablet or cell phone. I called WHQ on Dec. 6, though, and was told that while this is on their radar, it is not yet on their calendar. This is something that would have to be developed by Cornerstone on Demand, and they don't have the resources to do this yet.

## YOU set today's agenda!

On the 3x5 cards you've been given, write down your top two or three questions or concerns regarding Pathways – one item per card. When you're finished I'll collect them, sort them to see which issues are of the greatest concern to the most people here, and use this information to select which topics are discussed and in what order.

I do not expect to get through every question or concern – this would require at least a full half-day's session to accomplish. However, copies of this presentation will be (or maybe already have been) added to the district's Pathways Resource page, and you are welcome to email me directly (address is available under my picture on the Leadership page of the district's website).

I will also be sending a summary of your comments to TI so they are aware of the issues that are of the greatest concern to D37.

**Topics List**

▸ Mastering Fundamentals    ▸ Getting Your DTM
▸ Selecting A Second Path
▸ Access Your Full Path
▸ Filling Meeting Roles

▸ Certified Mentor Program   ▸ What an Interesting
▸ External Training             Question
  Requests
▸ Saving Files
▸ Sharing Feedback

I intend to use the feedback I get from the 3x5 cards mentioned in the last slide to determine the order in which I discuss this material (except for the "Getting Your DTM" slide, which will first to allow time for the cards to be collected from the audience and collated). This slide contains hyperlinks to the slides that cover each topic. Click on the link here to go to that slide, then click on the arrow button on the bottom right of each slide to return to this page.

The topics on the left cover "how to adapt Pathways to your needs" (top) and "advanced activities in Pathways" (bottom). The topics on the right relate to getting your DTM in Pathways, and the last item is a catch-all for the questions I know are going to come that I didn't think of.

## Mastering Fundamentals

### Level One

▶ Ice Breaker
  ▪ Includes organizing your speech via the outline resource
▶ Evaluation and Feedback
  ▪ First time Toastmasters has required formal training on this topic
▶ Researching and Presenting

### Levels Two and Three

▶ Two required projects specific to each path
▶ Introduction to Toastmasters Mentoring
  ▪ First time Toastmasters has required formal training on this topic.

▶ Five electives in Level 3 address different fundamental speechcraft skills

Two of the three projects in Level 1 come directly from equivalent projects in the CC Manual, although the Ice Breaker includes a resource (the Speech Outline resource) that was never explicitly included before. Similarly, the "Evaluation and Feedback" project – and the "Introduction to Toastmasters Mentoring" project in Level 2 - address key Toastmasters skills that were not formally covered in the legacy program. The other Level 2 projects can be considered to cover fundamental information that is specific to this particular path.

Other fundamental "speechcraft" skills from the CC Manual (list below) are all contained in Level 3. Someone working through their first path might want to focus on these projects (with guidance from their VPE and/or mentor), but someone further along in their journey might find some of the other projects more beneficial.

For reference, here are the "speechcraft" skills covered in Level 3 projects:
  - Using Visual Aides
  - Effective Body Language
  - Understanding Vocal Variety
  - Using Descriptive Language
  - Using Presentation Software

## Your Second Path:
## "Starting Again", not "Starting Over"

▸ A chance to review and practice your fundamental skills.
▸ Demonstrate "best practices" for newer members
▸ Keep active during the "Level 4 Lull"

▸ Address the "spirit" of the project, not its objectives
  ▪ Ice Breaker: Why am I doing this Path?
  ▪ Mentoring: The greatest leader I ever met!
▸ Consider having a common theme for all your speeches
  ▪ The joys of being a parent.
  ▪ Finding my way to a new career.

**Remember: The speech may be the same, but the audience isn't!**

When TI set up Pathways, they elected to make the "Ice Breaker" the first project in every path. I think this was a good idea, because the project has become an essential part of the Toastmasters brand. Where they missed the mark, however, was in treating the Pathways "Ice Breaker" the same was as they treated the CC "Ice Breaker" – i.e. as a chance for new members to introduce themselves to their new club. If you find this too confining, consider how you might broaden the project's scope. I've listed a few examples here of how you might do this.

I also consider starting a second path to be "starting again," and not "starting over." You don't magically forget what you learned in your first path, and everyone can benefit from a periodic review of their fundamental skills.

You might also want to consider starting your second path while you're still working on your first one. Several Level 4 projects require a long 'lead' time where you aren't giving any speeches, and working on a second path can help you fill this void. If you belong to multiple clubs, you might consider "assigning" a different path to each club – like I'm doing. One advantage of this is that it makes it much easier when it comes time to decide which club gets credit toward their DCP from which project.

As noted earlier, Pathways now allows you to view **all** of the projects in your current path (but not any projects that aren't part of your path). This gives you an opportunity to structure your educational development around your life and your needs. I've listed some examples of how – and why – you might do this here.

There is a reason, however, why Pathways is structured the way it is. Very often, a later project will assume you know something that was covered in an earlier project. You should therefore try as much as possible to follow the given structure as much as you can – expecially if you are going through a particular path for the first time.

This change does make the Base Camp Manager's (i.e. VPE's) job a little more confusing, since Base Camp level completions are different from – and independent of – Club Central level completions.

Requirements listed in Resources and Tutorials / Base Camp FAQs

You have to search a little to find the information, but Pathways does require you to fill certain meeting roles at least once in each path – and some projects (e.g. Effective Listening) include an additional role requirement. It's generally up to you (and your VPE) to track this, but the program does offer a limited ability to do so in your Base Camp Profile. This feature is offered for your convenience, and use of it is optional.

The CL manual in the legacy program also included some requirements for leading a 'special event' – such as running a club speech contest or planning a social activity. In Pathways, you can earn credit for these kinds of activities in the various Leadership paths by completing the path's "HPL Project". Note, however, that while this project is similar to the DTM project it has a much smaller scope and is a different project.

One would also hope that you serve in the different roles because you want others to serve in those roles for you.

Everyone is probably familiar with the "Introduction to Toastmasters Mentoring" project in Level 2, but you may not realize you can earn a "Toastmasters Certified Mentor" award. This is due in part to the fact that the additional material required for the award isn't made available to you until you complete the Level 2 project, and in part because the certification process is not really an integral part of the Pathways curriculum. (In other words, you don't have to obtain this certification to complete the rest of your educational development.)

The additional projects required for this work automatically become available to you once you've completed all of the Level 2 projects in your current path.

**External Training "Requests"**

▶ Optional procedure, but one that's highly recommended
  ▪ Provides an "audit trail" for you and your club's VPE
▶ Start by selecting this option in your transcript, then follow the prompts.
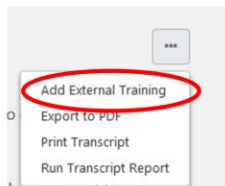
▶ Two fields to watch-out for:

Indicate the start and completion dates: *

| Start Date | 📅 | End Date | 📅 |

  ▪ You won't be able to mark the project "complete" until after the "End Date" entered here.

Planned location for completion of your assignment: *

Select ▾
  ✔ Select
    In a club other than my home club
    Outside of Toastmasters

  ▪ This shows where you intend to carry out the project.

Add External Training
Export to PDF
Print Transcript
Run Transcript Report

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Members sometimes have a need or an opportunity to complete projects outside of their club. You might have to make a presentation at work, for example, for which you'd like to leverage some credit in Toastmasters. However, you probably want to make sure your VPE is aware of this so that you can be assured of receiving that credit. You can use this optional process to accomplish this, and to ensure that there is an audit trail of your activities in case your club gets a new VPE.

Note that you still need to have your presentation evaluated by another Toastmaster in order to get credit for your efforts.

**Saving Files in Base Camp**
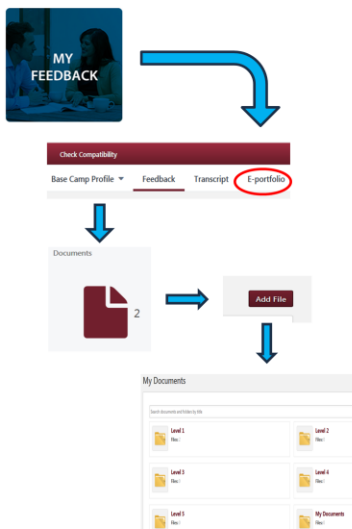
▶ Use of this feature is optional.

▶ Typically use it to store
  - Completed evaluations
  - Information used to develop a speech
  - Draft versions of your speeches

▶ Limitations
  - Folder names are fixed
  - Cannot create sub-folders

Another optional feature in Pathways – offered for your convenience – is the ability to store different files in your Base Camp. You access this space through the "My Feedback" tab and the "E-porfolio" menu link. How you use this space is up to you (I've listed three examples of the types of information you might store here), and everything placed in your "Documents" folder is visible only to you. It's not a very robust file storage system, but it should work for your Toastmasters needs.

Come clubs have a culture that encourages everyone in the club to provide feedback to the different speakers, even when someone else is providing the speaker with his or her "official" evaluation. (I was surprised the first time I visited one of these clubs when I realized everyone was passing notes around to everyone else.) Pathways supports this by providing another optional feature, the ability to request feedback from and provide feedback (including what I call "attaboy" badges) to other members. You can ask for feedback from others (either specific members or from the entire club), you can see who has asked you for feedback, and you can send feedback directly to someone else. The procedures are fairly straight-forward, so I've only shown their starting points here in the interest of time. If you have questions about the process, though, there are links to the relevant tutorials right on the page.

Note that you are only able to contact other members of your club who are signed into that club's Base Camp. The club I visited would still have needed to use the old-fashioned "passing notes around" in order to tell me what they wanted to say.
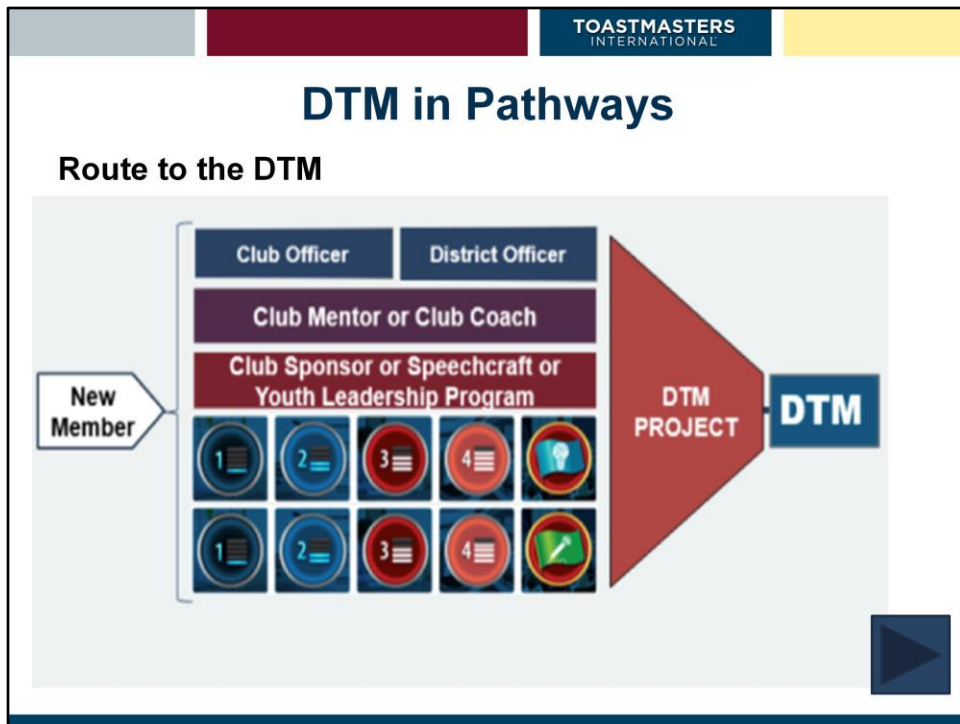
Earning your Distinguished Toastmaster designation requires you to complete five sets of requirements.

1) Complete two full paths in the Pathways program.

2) Serve one full year as a club officer, and one full year as a district officer. Most people accomplish the latter at least the first time) by serving as an Area Director, but certain administrative positions also qualify for this requirement. These positions generally have eligibility requirements and require you to submit an application, and the incumbent is usually appointed by the District Director.

3) External support of an existing Toastmasters club. You can serve either as a club mentor – guiding a new club as it develops it's culture and gets comfortable with Toastmasters policies and procedures, or as a club coach – helping an established club that's currently experience low membership regain its strength. These positions are usually appointed by the district's Club Growth Director.

4) "Community" support, including helping establish a new Toastmasters club. A "club sponsor" helps a group interested in forming a Toastmasters work through the charter process, and is appointed by the Club Growth Director. The "Speechcraft" and "Youth Leadership" programs were developed by Toastmasters to help people who are not members of the organization improve their public

speaking skills. Support material (e.g. guides for the organizer and manuals for participants) are available from Toastmasters.

5) The DTM project. This is a major leadership project of your own choosing designed to help an organization (such as the company you work for or a non-profit organization you support). You are eligible to have this project added to your Base Camp transcript once you've completed one full path and the first three levels of a second path.

## DTM: Leadership Requirements

▸ Serve for twelve months as a club officer
- Elected by club members
- May be accomplished in two six-month terms

▸ Serve one year as a district officer
- Generally an appointed position with a formal application process
- Typically met by serving as an Area Director
- Some "administrative" positions also qualify

The DTM requires you to serve a full term as a club officer (or two terms, if your club's officers have six-month terms), and one year as a district officer. One major difference between the two requirements (at least in District 37) is that club officers are elected by the club's members, while district positions are generally appointed. The latter also generally have some eligibility requirements (e.g. serving as a member of an area council) and therefore have an application process you must follow.

Leadership service obtained under the legacy educational program may be carried over into Pathways, provided you have not already applied it towards a previous DTM award.

## DTM: Service to Existing Clubs

▶ Serve either as "club coach" or "club mentor"

▶ Club Coach
  ▪ Helps an existing club grow
  ▪ One-to-two year commitment
  ▪ Credit received if club becomes "Distinguished" during your term in office

▶ Club Mentor
  ▪ Helps a new club become established
  ▪ Typically serve for six to twelve months
  ▪ Credit received base on report from club's President

A DTM requires you to serve at least one existing club outside of your home club, and two positions are available.

A "club coach" generally works with an established club that is having a problem with low membership. The coach agrees to attend the club's meetings, and offers guidance and suggestions to the club's leadership team. Coaches are usually appointed to an initial one-year term (ending June 30th), and their goal is to help the club become "distinguished" that year. If the club does not reach this milestone, the coach may be appointed for a second one-year term.

You CANNOT be a member of the club you wish to coach at the time of your appointment. However, once you've received your appointment you are free to join that club – although there is not requirement to do so.

A "club mentor" works with a newly chartered club to help them develop an appropriate club culture and become familiar with "the Toastmasters Way." You might, for example, help the club set up their meeting agendas and conduct their meetings, or help their members understand how each of the meeting roles (e.g. timer, Table Topics Master, etc.) is carried out. You have a fixed term, and credit is granted based on a report the club's President is required to submit to TI.

Credit for any service obtained under the legacy education program may be carried

over into Pathways, provided that service has not been applied previously to another DTM.

## DTM: Community Service

▸ Either help sponsor a new club, conduct a Toastmasters Speechcraft program, or conduct a Toastmasters Youth Leadership Program

- Club sponsors guide a group interested in forming a new club through the Charter process

- Speechcraft program consist of a series of workshops designed to improve the speaking skills of the general public

- Youth Leadership Programs are similar, but are intended for students under the age of 18 – who are otherwise not eligible for Toastmasters membership

A club sponsor is generally appointed by the district's Club Growth Director, and works very closely with that official. You might help organize a demo meeting for an interested group of individuals, for example, and you would probably work with the potential club's organizers to elect their first set of officers, conduct their first "unofficial" meetings, and help them fill out and submit their required paperwork.

The other two projects consist of a series of workshops, based on material provided from Toastmasters, designed to help their intended audience to improve their public speaking skills. In order to be considered an official Toastmasters program, both must be lead by a current Toastmasters member. Both programs follow the precepts of the legacy educational program (subject to change as Pathways matures), but they generally don't follow the same meeting structure due to their finite duration.

Credit for service in one of these positions obtained under the legacy educational program may be applied to a DTM earned in Pathways, provided that service has not already been applied toward a previous DTM.

## The "DTM Project"

- A major project of your choosing, designed to benefit an organization of your choice
- Requires you to lead a team to accomplish the work, and to establish a guidance committee to oversee your efforts
- You are eligible to begin your project when you've completed one full path and the first three levels of a second path
- Contact World Headquarters to have the project added to your base camp.

The DTM project is the "capstone" requirement of the DTM, and access must be requested directly from Toastmasters once you are eligible. You're free to define your project however you want, but it must provide a benefit to an organization (such as your employer or a non-profit organization). You must set up a guidance committee that will review and oversee your plans and approve your project completion, and you must lead a team to accomplish your goals.

Note that several paths in Pathways require you to complete a "High Performance Leadership" project. The two types of projects are similar, but the DTM project is much more involved and has a much wider scope. The new "HPL" can be accomplished using a project that benefits your club, but the DTM project needs to benefit a larger group.

Unlike the other DTM requirements, credit for work accomplished under the legacy educational program generally CANNOT be carried over into Pathways.

What do you think?
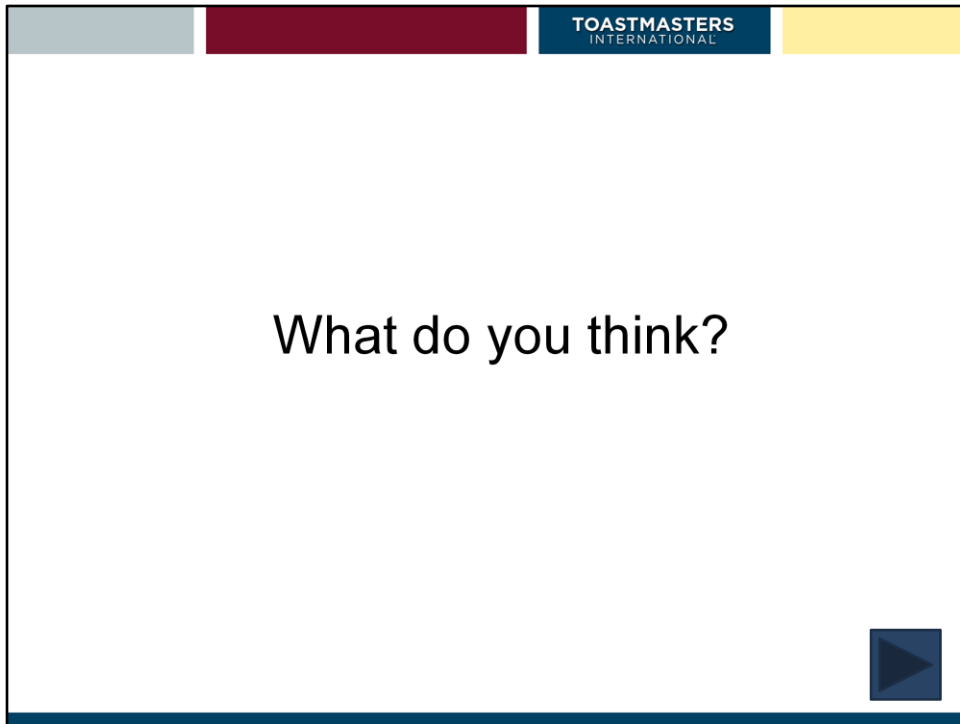
This is my "surprise, I wasn't expecting that comment" slide. I'll bring it up when someone raises a question or makes a comment that I haven't prepared for in any of my other slides. (It should also come across as a somewhat humorous response to the situation)