

D37 Toastmasters Pathways FAQ

*Based on 8/5/2021 Zoom with Joyce Morant's Division F VPEs
And 9/11/21 Zoom DEC Pathways Q&A with Area & Division Directors*

Phyllis Kombol, DTM, 2020-2022 D37 Pathways “Park Ranger”
Dawn Webb, DTM, 2021-2022 D37 Asst. Pathways “Park Ranger”

Here's how to contact us:

Phyllis: phyllis.kombol@gmail.com
704-763-1970 (cell)

Dawn: lorice720@yahoo.com
704-488-4104 (cell)

Other members of our Pathways Park Ranger Team:

Carolyn Jenkins
carolyn@speakwithheart.com
781-327-0800 (cell)

Julianna DeMicco
julianna.c.demicco@brighthousefinancial.com
914-316-0374

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Questions Members Ask

What's the difference between Project, Level, and Path?

Here's how to be clear with this terminology to eliminate confusion:

Level 1 in every Path includes 3 Projects: Ice Breaker, Evaluation and Feedback (with its 3 parts), Researching and Presenting

Level 2 in every Path includes 3 projects...including that every Level 2 includes the Introduction to Mentoring

In Level 3, there will be a required project and 2 Elective projects

Notice that in the % complete within every Level will count "Enter Level Completion Request" as one of the required tasks.

In Level 3, the 2 Elective projects (even though there are 2 of them) counts as 1 task.

The % complete over top of the left hand side Levels list is % of the entire PATH.

What's involved in various projects? (some require short/standard length/long speeches, some require multiple speeches)

Favorite overview:

See D37 Pathways Resources Box 6: [Path and Project Matrix \(top right\)](#)

Other resources:

Toastmasters.org → Pathways → Base Camp → Tutorials and Resources → Project Descriptions tells Purpose, Overview and what's included for each project

Is a High Performance Leadership (HPL) Project required for DTM on Pathways?

An HPL is within Level 5 in some, not all Paths. To complete requirements for DTM, members need to complete a final "DTM Project" ("capstone"). The member requests the DTM Project manual from TI once they have completed Level 3 in their second Path.

What else is required for a DTM in Pathways?

Requirements for DTM:

- Club Officer + District Officer,
- Club Mentor or Club Coach,
- Club Sponsor or Speechcraft or Youth Leadership Program
- 2 Paths
- DTM Project

“How Club Members Can Use FTH” (New Video now on McDowellNC.toastmastersclubs.org)

Phyllis Kombol gives specific recommendations for how club members are expected to use the FreeToastHost (FTH) club website at McDowell NC Toastmasters. Other clubs may use this as a template. (Leadership Project Speech) (5 min.)

<https://youtu.be/cXJ186fmFMM> (also see: [Recent resource created for Trimedx Toastmasters on the 3 TM Websites](#))

How do members get their newest credential/designation behind their name?

On Toastmasters.org:

The members' credentials automatically updates in TI as soon as their club has entered their education award. Notice that only the most recently completed credential will show. Their credential will not list completed paths. Once a member has DTM as their credential, no further credentials are listed behind “DTM”...

Example: a member has completed VC5: their credential will be [name]. VC5. Once they have done the Reflect on Your Path project, it will still say VC5. Now they begin working on Engaging Humor. When they complete Level 1, their credential will be EH1 (the VC5 is no longer listed behind their name.

On FTH: the member must edit their profile and add their new credential(s); TI information does not flow to FTH automatically. They may choose to list multiple credentials based on club norms.

What is required after Level 5 completion for PATH Completion?

AFTER Level 5 completion, the member must do the “Reflect on My Path” project in order to complete the Path (another certificate, but no more DCP points though. AND unfortunately, no additional designation behind their name)

When would you use an External Training Requests? *(with VPE)*

If a member is going to speak outside of Toastmasters, they may put in an External Training Request as a way for their non-Toastmasters project/speech to be able to be applied to their Pathways projects. Generally, having a Toastmaster attend as a guest or review a recording of the speech are accepted ways to get the evaluation for that external speech.

For Members AND Club Officers

[Favorite D37 Pathways Resources—](#)

[D37toastmasters.org](#)→[Resources](#)→[Pathways Resources](#)

Box #1: [Videos and “Supporting Materials”](#) (pdf resources) **All Officers**

See the detailed listing in the final pages of this FAQ: [“What’s in the various videos and other resources”](#)

Box #2: (*was box #1 until we put the videos out there.... ;-)*) **Members**

[Getting Started](#)

[Path Summaries](#)

Box #5 Members

[Paths and Core Competencies](#) (top of middle column)

[Path and Project Matrix](#) (top right)

Box #6 Members

[Earning a DTM in Pathways](#) (middle column)

Toastmasters Contest participation and roles: How they fit into Pathways

| International Speech Contest Speech could fit... | | |
|--|--|---|
| Level 1 Projects: | Level 2 Projects | Level 3 Projects |
| Ice Breaker (required for all Paths) | Introduction to TM Mentoring (required for all Paths) | Connect with Storytelling (elective for all Paths) |
| Evaluation and Feedback S1/S2 (required for all Paths) | Understanding your Communication Style (required in 5 Paths) | Connect with Your Audience (required for MS & <u>PI</u> ; elective all other Paths) |
| Researching and Presenting (required for all Paths) | Understanding your Leadership Style (required in 8 Paths) | Effective Body Language (required for <u>PM</u> ; elective for all other Paths) |
| | | Inspire Your Audience (elective for all Paths) |
| | | Persuasive Speaking (required for PM) |
| | | Understanding Vocal Variety (elective for all Paths) |
| | | Using Descriptive Language (elective for all Paths) |

| Contest TMOD role could fit... |
|---|
| L3 Deliver Social Speeches (elective for all Paths) |
| L4 Manage Online Meetings (elective for all Paths) |

| Contest Chair role could fit... |
|---|
| L2 Managing Time (required for LD) |
| L3 Planning and Implementing (required for LD) |
| L3 Successful Collaboration (required for TC) |
| L3 Develop a Communication Plan (required for VC) |
| L4 Leading Your Team (required for LD) |
| L4 Manage Projects Successfully (required for <u>IP</u> ; elective for all other Paths) |
| L4 Motivate Others (required for MS & TC) |
| L5 Manage Successful Events (required for LD) |

| Coach for the Contest Chair could fit... |
|--|
| L4 Improvement Through Positive Coaching (required for EC) |
| L4 Mentoring (available to all Paths after L2) |

HOW TO APPLY D37 CONFERENCE COMMITTEE CHAIR/CO-CHAIR WORK TO YOUR PATHWAYS PROJECTS

Here's a list of possible Pathways Projects that could be completed by taking on a leadership role (like committee chair) for the D37 conference:

Bold are required projects for that path.

| Pathways Path & Levels | Dynamic Leadership (DL) | Effective Coaching (EC) | Engaging Humor (EH) | Innovative Planning (IP) | Leadership Development (LD) | Motivational Strategies (MS) | Persuasive Influence (PI) | Presentation Mastery (PM) | Strategic Relationships (SR) | Team Collaboration (TC) | Visionary Communication (VC) |
|-------------------------------|--|---|--|---|--|--|--|--|--|--|---|
| Level 2 projects ¹ | | | | | •Managing Time | | | | | | |
| Level 3 projects | •Negotiate the Best Outcome •Using Presentation Software •Connect with Storytelling | •Using Presentation Software •Connect with Storytelling | •Using Presentation Software •Connect with Storytelling | •Present a Proposal •Using Presentation Software •Connect with Storytelling | •Planning and Implementing •Using Presentation Software •Connect with Storytelling | •Using Presentation Software •Connect with Storytelling | •Using Presentation Software •Connect with Storytelling | •Persuasive Speaking •Using Presentation Software •Connect with Storytelling | •Using Presentation Software •Connect with Storytelling | •Successful Collaboration •Using Presentation Software •Connect with Storytelling | •Develop a Communication Plan •Using Presentation Software •Connect with Storytelling |
| Level 4 projects | •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog | •Improvement Through Positive Coaching •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog | •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog | •Manage Projects Successfully •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog | •Leading Your Team •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog | •Motivate Others •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog | •Leading in Difficult Situations •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog | •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog | •Public Relations Strategies •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog | •Motivate Others •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog | •Communicate Change •Building a Social Media Presence •Create a Podcast •Manage Online Meetings •Manage Projects Successfully •Public Relations Strategies •Write a Compelling Blog |
| Level 5 projects | •Lead in Any Situation ² •High Performance Leadership •Your Volunteer Organization •Lessons Learned | •High Performance Leadership •Your Volunteer Organization •Lessons Learned | •High Performance Leadership •Your Volunteer Organization •Lessons Learned | •High Performance Leadership •Your Volunteer Organization •Lessons Learned | •Manage Successful Events •High Performance Leadership •Your Volunteer Organization •Lessons Learned | •Team Building •High Performance Leadership •Your Volunteer Organization •Lessons Learned | •High Performance Leadership •Your Volunteer Organization •Lessons Learned | •High Performance Leadership •Your Volunteer Organization •Lessons Learned | •Leading in Your Volunteer Organization ³ •High Performance Leadership •Lessons Learned | •Lead in Any Situation ² •High Performance Leadership •Your Volunteer Organization •Lessons Learned | •High Performance Leadership •Your Volunteer Organization •Lessons Learned |

Need a DTM "Capstone" Project? Be a Conference Coordinator Next Year!!

Compiled 3-17-2021 by Phyllis Kombol, DTM, D37 2020-2021 Pathways "Park Ranger"—contact me Phyllis.kombol@gmail.com 704-763-1970 (cell) with questions.

¹ Could possibly include some Mentoring projects.

² Typically, a 6-month commitment

³ Includes a succession plan

Topics for All Officers

How can you determine who is/isn't enrolled in Pathways?

Any club officer can see this on the Club Roster for their club.
Area Directors will have to ask the Club Executive Team.

How does the club get credit for a member's education awards?

BCM* gets notification when member has put in Level Completion Request.

The BCM approves the Level Completion Request in the Pathways Base Camp... **THEN** (*do not forget to do this second step!*) must also put into Leadership Central→Club Central→Submit Education Award (click the member's name, select education program--only Pathways now--select award)

Caveat: remember that although the member can do the speeches and levels in whichever order they want, the club will be able to get credit only IN ORDER—e.g. level 1 before level 2, etc. The member may get certificate for the completion of their levels out of order, but the club officers/member will need to remember that the club DCP credit for that level must be put in LATER, after the other prior levels are completed and credited.

*BCM=VPE, Secretary, President

June 30 information stays on the DCP Dashboard throughout July on TI

This is why TI asks clubs not to enter new members during the month of July. Until all end of year (Toastmaster year) reports are finalized, the DCP Dashboard will still show the previous year's information.

Specifically for Base Camp Managers

How to use BCM functions in toastmaster.org to Track “Member Progress”

If using the Dashboards, must be refreshed (top right corner)...*wait for it*...

A Better Alternative: Using “Paths and Learning—>View Team”

- You can see where they are in their Path and Level.
- You can peek into their curriculum to see what they have done.
- When they have earned an education award, go into their Level and “View Certificate” to download and display as a celebration in your meeting.

Scenario: a member says they completed a project but Pathways does not say it’s done.

Ask: Did they complete BOTH the BEFORE and AFTER questions (yes, they are the same questions...and yes, you have to do them in every project)?

Challenges: multi-club members will not be visible while they have their “other club” listed as home club

When a member of multiple clubs puts in a level completion request, they must not change their “home club” until the level completion has been approved!

BCM Reminder:

First: Approve level completions in “Pending Requests”

Best Practices

- Consider verification—agendas, FTH Speech Reports, personal records—it gets complicated when people are member of multiple clubs
- View/Download Level Completion certificates for celebrations
- You may use the red **X** to decline approval at member’s request, or if you realize that the member has not actually given all the required speeches

Second: VPE/BCM enters award for the club’s DCP in toastmaster.org →Leadership Central→Club Central→Submit Education Awards

Other resources to look at: Distinguished Club Program Reports Dashboard and Daily Reports (caution: “daily” reports may not update immediately; DCP dashboard updates Friday nights)

How can FreeToastHost club website be used to help with the VPE/BCM role and tasks?

Best Practices:

- Make an agenda template
- Use it consistently (*Don't add "extra roles"*)
- Make sure members are putting in their speech details (Paths/Projects/Title/Intro) (*Most common issue—need to "Collapse all to see all Paths efficiently"*)
- Reconcile and record attendance after each meeting
- Use the Reports
 - Member Speech Report html can help with Verification of speeches given (*Is it necessary to do it?*)
 - Reports—look at all
 - Challenges: multi-club members
- TI Club Leadership Handbook recommends schedule member roles 6-8 weeks ahead (*Is it necessary? Advisable? There are pros and con*)
- Remember that information does NOT flow from TI to FTH

More D37 Resources that will help Members, Officers, Area Directors and Division Directors:

D37toastmasters.org → Our District → Leadership
Find each other; find resource people

D37toastmasters.org → Events & Programs → District Calendar

D37toatmasters.org → Resources → Club Resources → Club Website and Online Meeting Resources

“FreeToastHost Training Modules Featuring Tony Kombol”

Toastmasters.org Resources for Officers, Area Directors and Division Directors:

Remember when you look at the DCP Dashboards, in the left sidebar has

Daily Reports **Officers, Area Directors and Division Directors**

- Education Awards Current Year
- Education Archive Previous Year
- October/April dues renewal status
- Officer Lists—you will want to monitor this from May-June 30: remember that each club is expected to do officer elections the first meeting in May, and the results of that election must be entered before June 30 (as “future”) in order to get first
- Triple Crown

Additional Reports **Area Directors and Division Directors**

Go look! There are District, Division, Area reminders—things you need to know and do!

To get back: in that left sidebar allows you to go back to Toastmasters.org (also can get there from clicking on the TM logo’s globe)

What's in the various videos and other resources

on D37toastmasters.org→Resources→Pathways Resources (as sent out to 9-11-21 DEC meeting participants)

Go to: D37toastmasters.org→Resources→Pathways Resources (first box)

TM D37 Pathways Orientation Video

Phyllis is walking a Toastmasters club through an orientation to Pathways in Toastmasters.org with connections to resources in D37toastmasters.org AND some references to club website functions in FreeToastHost.

Contents:

Section 1: start through 5:20

- How to log into TI, starting from “Welcome” email, password
- Access Pathways tab
- Choose a Path
 - print vs. on line,
 - path options/differences, levels
 - competencies,
 - assessment,
 - recommendations

Section 2: 5:20-15:50

- Base Camp→Paths and Learning→Open Curriculum
- Notice 5 Levels + Navigator (pdf or online version)
 - % done in Path vs. in Level
 - Level 1 example: 3 required projects
 - Activate...Launch
 - Ice Breaker review as example
 - Using pop up “Table of Contents”
 - Navigation explanation
 - Assess your skills questions “BEFORE”
 - Recognizing where there is “more” hidden content
 - dots,
 - next/back boxes,

- colored boxes
- Material:
 - text sections,
 - video clips,
 - worksheets
- Explanation of what will happen after speech:
- Evaluation (how to download Evaluation Resource)
- Assess your skills AFTER...and SUMBIT

Section 3: 15:50-19:40

- Evaluation and Feedback Project+3 parts
- Researching & Presenting
- 5 Levels=14 projects
- When done with Level 1:
 - request completion approval,
 - “Mark Complete”,
 - VPE (or Base Camp Manager) must approve
- Multi-club members mentioned briefly

Section 4: 19:43-20:55

- Working in projects/levels out of order ok
- Club credit and credentials must be in order

Section 5: 21:10-26:20

- Q&A: Where to go for help
 - D37toastmasters.org
 - Resources→Pathways Resources
 - Getting Started
 - More Resources on PK’s club websites (FTH)
- Getting evaluation Resource forms from FTH Agendas
- A trick about downloading and saving Eval. Resources

Section 6: 26:20-32:30

More Q&A topics

- Components of Projects

- Progression of levels/projects
- Electives start Level 3
- Level completion
- Meeting Roles required by end Level 3 and where to record
- FTH Reports-useful if accurate input and reconciled
- Reminder that TI does not communicate with FTH; they are separate.
- How to access certificates at level completion

How to Complete a Pathways Project Video

This video is 12 minutes long

Uses the Evaluation and Feedback Project as example

There is a **pdf of 36 slides** companion for this presentation in **“Supporting Materials”**

D37 Leaders Help with Pathways Orientation Video Contents:

First 9 minutes is perspective and background

9:03-11:07 The 3 TM websites

11:07-15:15 Resources Takeaway

15:15- ... Key

16:00- ... Why vote in and do induction with TM Promise

18:40- ... Finding and accepting first website messages,

19:25- ... Orientation and club norms, scheduling roles, tools for meeting roles

20:40- ... Resources:

Navigator, A TM Wears Many Hats, Anatomy of a TM Meeting, Livestream Demo

22:15- ... How to pick a Path, differentiating paths

25:40- ... Resource locations on D37 website

28:15- ... Wayfinding for members

29:25- ... Officer tools; specifics for VPEs

32:10- ... Club website example customization (videos , pdfs, forms, etc.)

38:45- ... Call to action and closing

39:20- ... Addenda from Q&A

How to invite guests and new/existing members into pathways

(in "Supporting Materials")

All look at slides 1-3 and 24

Section 1:

Guests/Prospective members: slides: 4-10

New Members/Transitioning Members: slides 11-13/14

Section 2:

Club Officers, Area Directors, BCMs Resources: slides 15-23

OPTIONAL: Pathways Overview summer 2020 TLI

(pdf 64 slides in "Supporting Materials")

ALL look at slides 1-7 and 61-64

Section 1 for members slides 8-29

Section 2 transitioning and new members slides 30-35

Section 3, 5 Resources, Club officer tools, More Resources slides 36-39 & 52-60

Section 4 BCM Labyrinth slides 40-51