

TOOLS FOR TABLE TOPICS

While you cannot prepare an answer to every Table Topics question you can prepare using this framework.

Opening: 30 seconds = (3-4 sentences).

- Begin with excitement: use humor, suspense, quotation, etc. (one sentence).
- Then state one idea you want your audience to remember. (one sentence).
- Present the road map of your speech. (one sentence).
"Tell them what you are going to tell them"
- Next use a transition. Example: "The first point is..."

Body: 60 seconds = enough time for two examples.

- Each example takes 30 seconds = (5-6 sentences).
- Transition between examples: "The second point is...."
- Include a final transitional sentence: "In conclusion..."

Conclusion: 10-20 seconds = (1-2 sentences).

- Make it about your audience.
Examples: bold question or call to action.
- Make an impact on your audience. End with a Bang!



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Table Topics Judges look for:

30% Speech Development: organization, etc.

25% Effectiveness: logic, purpose, etc.

15% Physical: appearance, body language, etc.

15% Voice: flexibility and volume.

10% Appropriateness: speech purpose & audience.

05% Correctness: grammar, pronunciation, etc.

CONTENT TOOLS

Now that you have a framework, you can prepare content using the following tools:

- Read short anecdotal stories like those in the “*Chicken Soup*” series.
- Keep handy one sentence jokes, quotes, snippets of wisdom, and anecdotes.
- Keep up with current events – have an opinion on everything.
- Prepare for standard topics like: success, failure, memorable event/vacation/life moment/achievements, leadership, friendship, education, determination, career, family, goals.
- Practice, practice, practice. Preparation helps dispel doubt and fear.

Fun tool: freetabletopics.com.

Tools to Tackle Table Topics Terrors:

Your name is called to answer a Table Topics question. PANIC sets in. Here are a few tips to tackle those terrors:

- Start with a smile and a long pause before you speak.
- Still in a panic: Ask the TopicsMaster to repeat the question.
- Give your brain time to work by acknowledging the audience, paraphrase the question or talk about something until you are inspired. Use pauses and deep breaths to maintain the ‘look’ of calm.
- Go with the first idea that pops into your head.
- Draw on your own experiences.
- Structure your thoughts: Opening, body and conclusion.
- Recap vs. ramble. Know when to stop.

VOTE FOR
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