



[Topicsmaster](#)

The Topicsmaster delivers the Table Topics[®] portion of the meeting, which helps train members to quickly organize and express their thoughts in an impromptu setting. As Topicsmaster, you:

- Select topics in advance of the meeting that allow speakers to offer opinions. Whenever possible, tie the table topics questions to the theme of the meeting.
- It is preferred to check with members beforehand if they are willing to speak.
- This gives members who aren't assigned a speaking role the opportunity to speak during the meeting by assigning impromptu talks on non-specialized themes or topics.
- Don't ask two people the same thing unless you specify that it is to generate opposing viewpoints.
- Encourage the use of the “word of the day”
- Remind speakers of the timing and instruct the timer when to use green, yellow and red.
- Check the agenda for the time allotted. This is a good spot to play catch up if the meeting is running behind.
- In clubs presenting a Best Table Topics speaker award, ask members to vote for the best Table Topics speaker.