Tracy Toastmasters Grammarian's Report

Please return to Secretary for the meeting minutes!

Grammarian's Name_________________Meeting Date __________

The Grammarian comments on the use of English language during the course of the meeting. He/She is also the "ah" counter, noting the use of "crutch" words and "pause fillers" such as "you know", "ah", "er" and "um". You should also note when a speaker repeats a word or phrase.

The chart below offers suggestions and a system for tracking participants' language usage. Please use it as you see fit or use the back of this sheet if you choose to create your own system.

		Unneeded Fillers		**Grammatical Errors**			**Positive Usage**
Participant	**Total**	UH, UM, AH (count number of times)	OTHERS: Like, So, And so, You Know And (to connect sentences)	Subject/Verb disagreement (I seen; We was, etc.)	Dropping endings (doing, not doin'; Got to, not gotta)	Words mispronounced or other incorrect grammar	Vivid picturesque, positive word usage