



# Intermediate/Advanced MC's Guide



The MC conducts the role at the lectern.

- OPENING REMARKS, if any.
- INTRODUCE HUMORIST: \_\_\_\_\_
- INTRODUCE IMPROMPTU MASTER: \_\_\_\_\_
- After the Impromptu segment, if the Impromptu Master has forgotten to do so, call for the eligibility report and then the vote for Best Impromptu.
- AFTER THE BEST IMPROMPTU VOTE HAS BEEN COLLECTED, INTRODUCE SPEAKERS.\*

| SPEAKER NAME | TYPE OF SPEECH | LEVEL (CIRCLE)                                | INTRO MATERIAL | EVALUATOR |
|--------------|----------------|---|----------------|-----------|
|              |                | BASIC 3-5 MIN<br>INT: 4-6 MIN<br>ADV: 5-7 MIN |                |           |
|              |                | BASIC 3-5 MIN<br>INT: 4-6 MIN<br>ADV: 5-7 MIN |                |           |
|              |                | BASIC 3-5 MIN<br>INT: 4-6 MIN<br>ADV: 5-7 MIN |                |           |
|              |                | BASIC 3-5 MIN<br>INT: 4-6 MIN<br>ADV: 5-7 MIN |                |           |

- CALL FOR THE ELIGIBILITY REPORT AND THEN THE VOTE for Best Speaker
- INTRODUCE EVALUATORS
- CALL FOR THE ELIGIBILITY REPORT AND THEN THE VOTE for Best Evaluator
- INTRODUCE POET LAUREATE after Best Evaluator votes collected \_\_\_\_\_
- CALL FOR WORDMASTER'S REPORT \_\_\_\_\_
- ASK VOTE COUNTER TO ANNOUNCE WINNERS, AS YOU CALL FOR THEM. Best Impromptu first, then Best Evaluator, then, finally, Best Speaker.
- CLOSE MEETING. Thank attendees and pass the meeting to the Meeting Manager.

\* **Pro Tip for Introductions** Keep occasional notes (see p. 32) about the members during their speeches and Impromptus so when you need introductory material for them, when you are MC, you can just refer to your notes.