

## The Successful Club Series

- 290...The Moments of Truth
- 291...Finding New Members for Your Club
- 292...Evaluate to Motivate
- 293...Closing the Sale
- 294...Creating the Best Club Climate
- 295...Meeting Roles and Responsibilities
- 296...Mentoring
- 297...Keeping the Commitment
- 298...Going Beyond Our Club
- 299...How to be a Distinguished Club
- 300...The Toastmasters Education Program

## The Better Speaker Series

- 270...Beginning Your Speech
- 271...Concluding Your Speech
- 272...Take the Terror out of a Talk
- 273...Impromptu Speaking
- 274...Selecting Your Topic
- 275...Know Your Audience
- 276...Organizing Your Speech
- 277...Creating an Introduction
- 278...Preparation and Practice
- 279...Using Body Language

## Success/Communication

- 205...Speechcraft
- 242...How to Listen Effectively
- 251...The Art of Effective Evaluation
- 253...Building Your Thinking Power, Part I
- 254...Building Your Thinking Power, Part II
- 257...From Speaker to Trainer

## Success/Leadership

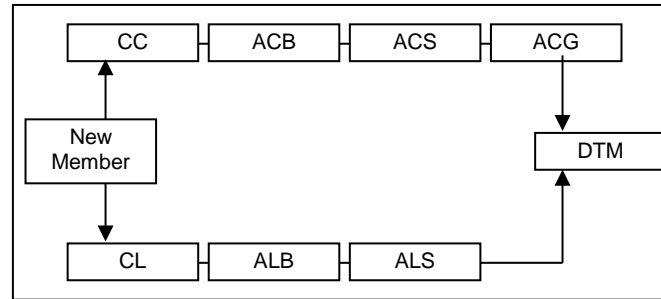
- 236...How to Conduct Productive Meetings
- 237...Parliamentary Procedure in Action
- 255...Leadership, Part I: Characteristics of Effective Leader
- 256...Leadership, Part II: Developing Your Leadership Skills
- 258...Leadership, Part III: Working in the Team Environment
- 259...Improving Your Management Skills

## High Performance Leadership

- 226...High Performance Leadership

A five-project program which offers instruction and practice in such vital leadership skills and activities as developing a mission and vision, goal-setting and planning, identifying values and building a team.

# TOASTMASTERS INTERNATIONAL



## Leadership Excellence Series

- ✓ 311 - The Visionary Leader
- ✓ 312 - Developing a Mission
- ✓ 313 - Values and Leadership
- ✓ 314 - Goal Setting and Planning
- ✓ 315 - Delegate to Empower
- ✓ 316 - Building a Team
- ✓ 317 - Giving Effective Feedback
- ✓ 318 - The Leader as Coach
- ✓ 319 - Motivating People
- ✓ 320 - Service and Leadership
- ✓ 321 - Resolving Conflict

Order all material from: [toastmasters.org](http://toastmasters.org)

## Advanced C&L Manuals

- 226A...The Entertaining Speaker
- 226B...Speaking to Inform
- 226C...Public Relations
- 226D...The Discussion Leader
- 226E...Specialty Speeches
- 226F...Speeches by Management
- 226G...The Professional Speaker
- 226H...Technical Presentations
- 226I...Persuasive Speaking
- 226J...Communicating on Television
- 226K...Storytelling
- 226L...Interpretive Reading
- 226M...Interpersonal Communication
- 226N...Special Occasion Speeches
- 226O...Humorously Speaking

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# A POCKET GUIDE to DTM

The **Distinguished Toastmaster (DTM)** award is Toastmaster's highest member award. Only a small number of members achieve it each year. It is awarded in recognition of completing both the Communication and Leadership Tracks.



**Distinguished Toastmaster (DTM)**

To qualify for Distinguished Toastmaster (DTM) recognition, you **MUST** complete the Communication Track **AND** the Leadership Track.

**Communication Track**

**Leadership Track**

**Advanced Communicator - Gold (ACG)**

**Advanced Leader - Silver (ALS)**

- Achieved Advanced Communicator Silver award (or achieved Able Toastmaster Bronze award or Advanced Toastmaster Silver award)
- Completed two additional advanced communication manuals (may not be those completed for any previous award)
- Conducted a Success/Leadership Program, Success Communication Program or a Youth Leadership Program
- Coached a new member with the first three speech projects

- Achieved Advanced Leader Bronze award (or “old” Competent Leader award)
- Serve a complete term as a District Officer
  - District Governor
  - Lieutenant Governor Education and Training
  - Lieutenant Governor Marketing
  - Public Relations Officer
  - District Secretary                      — District Treasurer
  - Division Governor                      — Area Governor
- Complete the **High Performance Leadership Program**
- Serve successfully as a Club Sponsor, Club Mentor or Club Coach.

**Advanced Communicator - Silver (ACS)**

**Advanced Leader - Bronze (ALB)**

- Achieved Advanced Communicator Bronze award (or achieved Able Toastmaster award or Advanced Toastmaster Bronze award)
- Completed two additional advanced communication manuals (may not be those completed for any previous award)
- Conducted any two programs from **The Better Speaker** and/or **The Successful Club Series** (from those listed on the reverse side)

- Achieve Competent Communicator (CC) or Competent Toastmaster (CTM) award
- Serve at least six months as a Club Officer
  - President                      — Vice President Education
  - VPM                              — VPPR
  - Secretary                      — Treasurer
  - Sergeant at Arms
- Participate in the preparation of a **Club Success Plan**
- Participate in a District-sponsored Club Officer training program, while serving as a Club Officer
- Conduct any two programs from **The Successful Club Series** and/or **The Leadership Excellence Series**

**Advanced Communicator - Bronze (ACB)**

**Competent Leader - (CL)**

- Achieved Competent Communicator (CC) award (or achieved Competent Toastmaster CTM) award
- Completed 2-Advanced Communication manuals (from those listed on the reverse side)

- ✓  Project 1 - Listening and Leadership
- ✓  Project 2 - Critical Thinking
- ✓  Project 3 - Giving Feedback
- ✓  Project 4 - Time Management
- ✓  Project 5 - Planning and Implementation
- ✓  Project 6 - Organizing and Delegating
- ✓  Project 7 - Developing Your Facilitation Skills
- ✓  Project 8 - Motivating People
- ✓  Project 9 - Mentoring
- ✓  Project 10 - Team Building
- ✓  \*Consult TI Manual #265 for complete details

**Competent Communicator (CC)**

- |                        |                                    |
|------------------------|------------------------------------|
| 1 The Ice Breaker      | 6 Vocal Variety                    |
| 2 Organize Your Speech | 7 Research Your Topic              |
| 3 Get to the Point     | 8 Get Comfortable with Visual Aids |
| 4 How to Say It        | 9 Persuade with Power              |
| 5 Your Body Speaks     | 10 Inspire Your Audience           |

**New Member**  
(the journey begins!)