

When You are the Grammarian



When You are the Grammarian



- The following set of six slides is for your information, as background on what the Grammarian is supposed to do during a meeting and how to best prepare for this role.
- Additional information is found in [A Toastmaster Wears Many Hats](#).
- There is no need to show all of these slides while you are in an online meeting. They are just for your benefit. EXCEPTION – you may want to use the last slide in this set to display your word of the day.

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The responsibilities of the grammarian are to introduce new words to members, comment on the language used during the course of the meeting, and to provide examples of good grammar and word usage.

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Prior to the Meeting

- Select a word of the day. Choose [a word](#) to help members build their vocabularies and that they can incorporate into everyday conversation.
- Prepare a brief description of the grammarian's duties for the benefit of guests.
- Communicate the word of the day for inclusion in the agenda or develop a visual aid. Include the word, part of speech (verb, noun, adjective, or adverb - An adjective or adverb is suggested since they are more adaptable than a noun or verb, but feel free to select your own special word), definition, and use it in a short sentence (see a sample way to do the word of the day for online meetings at the end of this presentation).

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Upon Arrival at the Meeting

- Place any visual aid at the front of the room where it can be seen by everyone. Or display the work online (see last slide as an example).
- Be prepared to take notes as people speak during the meeting. You may need to use the grammarian's log provided by your club. Collect it from the sergeant at arms.

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During the Meeting

- When introduced, announce the word of the day. State the part of speech, the definition, use it in a sentence, and invite everyone speaking during the meeting to use it.
- Briefly explain the role of the grammarian.
- Throughout the meeting, listen to each speaker's word usage. Write any awkward use or misuse of language (such as incomplete sentences or incorrect grammar) with a note of who erred.

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During the Meeting

- Create a list of members who used the word of the day (or a form of it) and note those who used it correctly.
- When called on by the General Evaluator during the evaluation section, you may stand near your chair and give your report. Offer examples of correct usage in every instance in which there was misuse of grammar. Report the use of creative language and announce who used the word of the day (or a form of it) correctly.

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Sample [Word of the Day](#)

Nebulous

Nebulous *adj.*

1. Lacking definition or definite content.
2. Lacking definite form or limits; vague.

“The test results were *nebulous* and determined to be unusable.”