



ROTARY'S FOUR WAY TEST
Of the things we think, say or do ...
I. Is it the TRUTH?
II. Is it FAIR to all concerned?
III. Will it build GOOD WILL and
BETTER FRIENDSHIPS?
IV. Will it be BENEFICIAL to all
concerned?

Podium Notes for Speaker

- ❖ Our goal is to turn the podium over to you by 12:45 pm.
- ❖ The meeting adjourns at 1:15 pm, and we ask that you turn the podium back to the Club President by 1:13 for closing. If you wish to leave time for questions and answers prior to that, please feel free. Because of room size, please repeat questions for the benefit of those in the back.
- ❖ For timing purposes, the clock straight ahead of the podium and up near the ceiling is our guide.
- ❖ The extra glass of water to the left of the podium is there for your use.
- ❖ In lieu of a speaker's gift, the Rotary Club of Tulsa donates a book to the Michael Chittom Library at our adopted school, Celia Clinton Elementary, on a weekly basis. If you would be kind enough to write a note of encouragement inside the book, the students and teachers are always appreciative.
- ❖ Please feel free to use humor in your remarks, but please do so with caution. The Rotary Club of Tulsa makes a concerted ongoing effort to be a diverse and inclusive organization. That is not the easiest thing to achieve, and we ask that you edit humor to eliminate any bias toward race, gender, religion, national origin, ethnicity or sexual orientation.
- ❖ The microphone on the podium is a great omni directional mic and will pick your voice up best without popping if you don't lean into it or speak directly into it. You may push the mic away from you if needed.

We appreciate the time and commitment that you have made to our meeting today, and wish you well in every endeavor.

In Service through Rotary



Rotary Club of Tulsa



Rotary Presenter's Guide

80-point is best.

60-point is OK.

44-point is OK.

32-is a little too small.

16-point doesn't work for our presentation hall.

