



Right-size the Agenda

Number in attendance	5	6	7	8	9	10	11	12	20
Meeting Role									
Toastmaster	X	X	X	X	X	X	X	X	X
General Evaluator	^	^	^	^	X	X	X	X	X
Table Topics Master	^	^	X	X	X	X	X	X	X
Speaker 1	X	X	X	X	X	X	X	X	X
Speaker 2	-	-	-	-	-	X	X	X	X
Speaker 3	-	-	-	-	-	-	-	-	X
Evaluator 1	X	X	X	X	X	X	X	X	X
Evaluator 2	-	-	-	-		X	X	X	X
Evaluator 3	-	-	-	-	-	-	-	-	X
Timer	X	X	X	X	X	X	X	X	X
Grammarian/Word	-	-	-	-	X	X	X	X	X
Ah Counter	X	X	X	X	X	X	X	X	X
Optional Role 1	-	-	-	-	-	-	-	-	X
Optional Role 2	-	-	-	-	-	-	-	-	X
Total	5	5	6	7	8	10	10	10	14