

## TIMER'S REPORT

DATE: \_\_\_\_\_ TIMER'S NAME: \_\_\_\_\_

### Prepared Speeches:

**Ice Breaker:** Timing: 4:00 Green, 5:00 Amber, 6:00 Red (3:30 qualifies; disqualified after 6:30)

Speaker: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Title: \_\_\_\_\_

Speaker: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Title: \_\_\_\_\_

Speaker: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Title: \_\_\_\_\_

**C&L #2 - 9:** Timing: 5:00 Green, 6:00 Amber, 7:00 Red (4:30 qualifies; disqualified after 7:30)

Speaker: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Title: \_\_\_\_\_

Speaker: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Title: \_\_\_\_\_

Speaker: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Title: \_\_\_\_\_

**C&L #10:** Timing: 8:00 Green, 9:00 Amber, 10:00 Red (7:30 qualifies; disqualified after 10:30)

Speaker: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Title: \_\_\_\_\_

Speaker: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Title: \_\_\_\_\_

Speaker: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Title: \_\_\_\_\_

**Advanced Manual, Better Club, Better Speaker & other series.:** Length varies

Speaker: \_\_\_\_\_ Scheduled Time: \_\_\_\_\_

Title: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Speaker: \_\_\_\_\_ Scheduled Time: \_\_\_\_\_

Title: \_\_\_\_\_ Actual Time: \_\_\_\_\_

Speaker: \_\_\_\_\_ Scheduled Time: \_\_\_\_\_

Title: \_\_\_\_\_ Actual Time: \_\_\_\_\_

**Table Topics:** Timing: 1:00 Green, 1:30 Amber, 2:00 Red (1:00 qualifies; disqualified after 2:30)

Participants:

1st _____	Time: _____	Topic: _____
2nd _____	Time: _____	Topic: _____
3rd _____	Time: _____	Topic: _____
4th _____	Time: _____	Topic: _____
5th _____	Time: _____	Topic: _____
6th _____	Time: _____	Topic: _____
7th _____	Time: _____	Topic: _____
8th _____	Time: _____	Topic: _____

**Evaluations:**

**General Evaluator (Note: G.E. is allowed time off of clock to open and introduce the evaluators. GE time below applies to meeting recap which customarily follows the evaluations. If the meeting is running long, the G.E. should adjust his/her time to bring the meeting back on the clock.)**

Timing: 3:00 Green, 4:00 Amber, 5:00 Red (2:30 qualifies; disqualified after 5:30)

GE \_\_\_\_\_ ActualTime: \_\_\_\_\_

**Evaluators:** Timing: 2:00 Green, 2:30 Amber, 3:00 Red (1:30 qualifies; disqualified after 3:30)

1st _____	ActualTime: _____
2nd _____	ActualTime: _____
3rd _____	ActualTime: _____
4th _____	ActualTime: _____
5th _____	ActualTime: _____