



Grammarian

The Grammarian is responsible for the proper use of language and meeting etiquette. As Grammarian, you observe the quality of language used during the meeting, you make members respect the English language, and help them improve their grammar.

Speaking ★ ★

Arrive by **5:50PM**

Leadership ★ ★

Speaking Time **5 min**

Organization ★ ★

Before the meeting

- Choose a *Word of the Day* before the meeting and input it in easy-speak,
- Print the word you've chosen on a sheet of paper so that the audience can read from anywhere in the room.

During your Introduction

- Rise and explain your function,
- Mention that you will be watching grammar and crutch words,
- Introduce the Word of the Day and give usage examples.

During your Report

- Give your count of crutch words, and of the Word of the Day,
- Report on grammatical errors and explain how to correct them,
- Commend speakers on creative and effective use of language.

After the meeting

- Make sure that all of your Word of the Day signs are removed from the room.



- When choosing the Word of the Day, it is preferable to choose a word that is not too uncommon or esoteric and has a few alternative meanings. For example, “progress” can be used as a verb, a noun, an adjective “progressive”, and even another noun “progression.”
- Choose a word that reflects the theme of the meeting.
- Be careful of criticizing participants who speak English as a second language. You may mention words or expressions that could be confused with something else, but show some sensitivity. NEVER say or imply that a speaker has a problem because English is not his/her mother tongue. Such a reference may be viewed as a put-down.
- Try to find a light-hearted way to let people know they’ve used pause-fillers a lot; don’t make an extensive list of every single ‘ah and ‘um you’ve heard. Mention only excessive use, especially by more experienced members. Remember new speakers are nervous and may use pause-fillers more often.
- Try to look up common language mistakes prior to the meeting.
- Do a quiz where you repeat great phrases from the meeting, and ask the audience to name the person who said them.