

ENGINEER

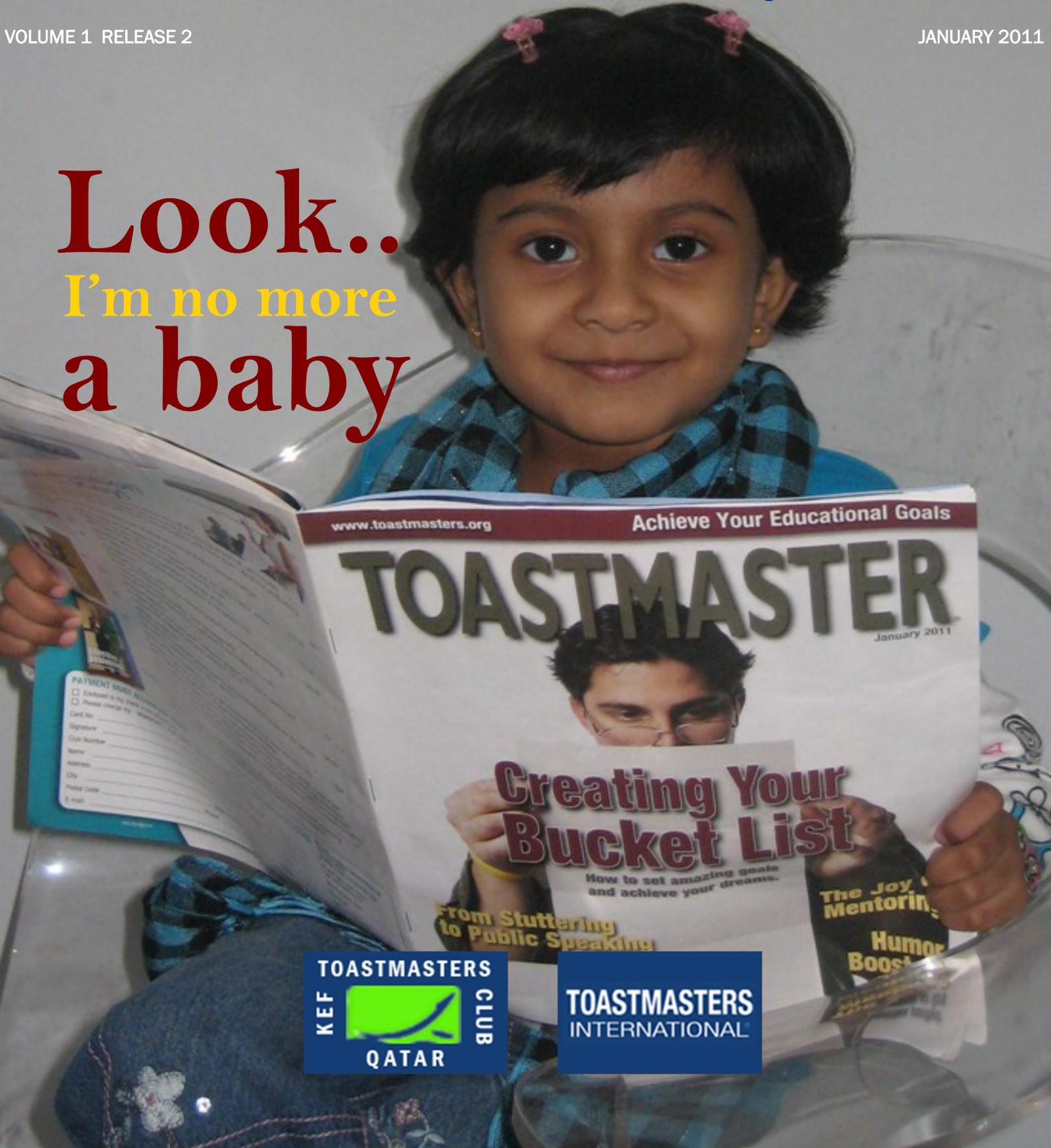
Newsletter of KEF Toastmasters Club

No.1571590, Area 18, Division E, District 79, Region 11

VOLUME 1 RELEASE 2

JANUARY 2011

Look..
I'm no more
a baby

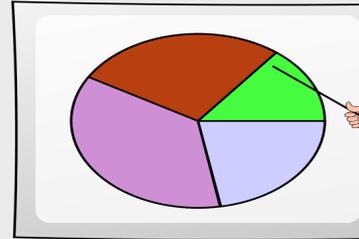


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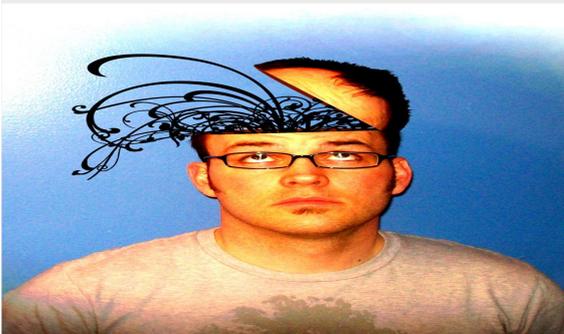
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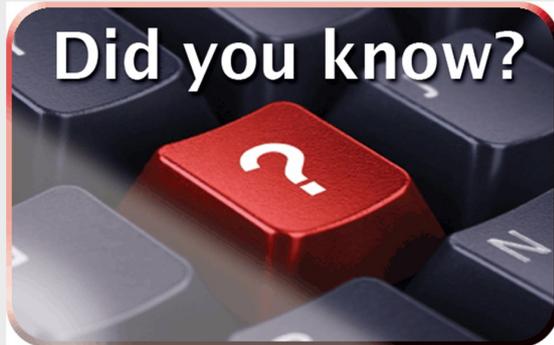


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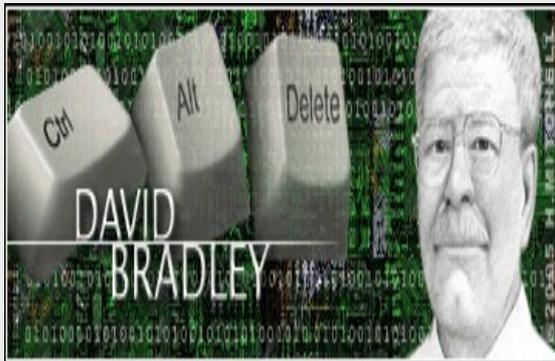
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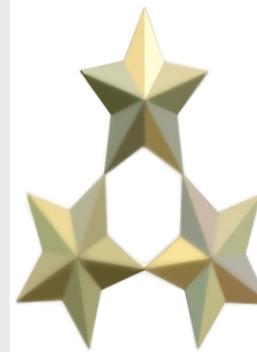
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Events Calendar: An events calendar for the KEF Toastmasters members to mark their calendar 2011.

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ENGINEER is a newsletter published by KEF Toastmasters Club, Indian Club (Centre), Doha, Qatar. This magazine is published for the internal circulation among the members of KEF Toastmasters Club & to promote the ideas and goals of Toastmasters International .

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Cover picture of a cute girl (Nargis, daughter of our member TM Najeeb Abdul Jaleel) symbolizes KEF Toastmasters Club, a vibrant, young & growing Toastmaster Club of Division-E.

From the Editor's keyboard

Dear Member,

This issue of our newsletter "Engineer" is a New Year issue. As we said "good bye" to 2010 & welcomed 2011, we in Toastmasters are halfway through a Toastmasters year(2010-2011). We have our targets to be met & our promises that were made in July 2010 are to be met.

As a baby club, we have come a long way. In this issue we have included some educational modules such as "How to give an Impromptu Speech"; "Don't of your presentations" & " Humor in your Speech". Health article is giving you details on "Heart friendly food" & the tour diary is on "When I sighted 3 stars on earth". Hope you will enjoy reading these informative as well as entertaining material.

Wishing you & your families a peaceful & prosperous 2011.

Yours truly,

NV Raghavan-Editor



Vision of KEF Toastmasters Club

To become the best Toastmasters Club in the Division by achieving the Toastmasters International , District , Division & Area Goals.

Mission of KEF Toastmasters

The mission of the KEF Toastmasters Club is to provide a mutually supportive and positive learning environment in which every individual member has the opportunity to develop oral communication and leadership skills, which in turn foster self confidence and personal growth.

A Toastmaster's Promise

- To attend club meetings regularly
- To prepare all of my speeches to the best of my ability, basing them on projects in the Communication and Leadership Program manuals
- To provide fellow members with helpful and constructive evaluations
- To help the club maintain the positive, friendly environment necessary for all members to learn and grow
- To serve my club as an officer when called on to do so
- To adhere to the guidelines and rules for all Toastmasters educational and recognition programs

Smedly Speaks



“The deepest joy of belonging comes as one learns to cooperate, contribute and help”

Dr. Ralph C Smedly (1878-1965)

Founder of Toastmasters International

Toastmasters International offers people the opportunity to improve their listening, thinking and speaking skills - vital skills that help people become more successful in their personal and professional lives.

As a non-profit volunteer organization, Toastmasters International relies on the financial support of its members. Contributions to the Ralph C. Smedley Memorial Fund help ensure that the Toastmasters program remains competitive, offering new and innovative approaches to effective communication. Toastmasters International established The Ralph C. Smedley Memorial Fund to continue the legacy of its Founder and support the following types of activities: Development of new communication and leadership programs for club and member use. The new leadership manual is an example

of this.

Increased public awareness of Toastmasters through the production of promotional and marketing materials, such as updated DVDs, electronic public service announcements and media kits. Your gift to the Ralph C. Smedley Memorial Fund supports only enterprises that advance Toastmasters International's mission, which is "to make effective oral communication a worldwide reality." Your entire gift will be used in efforts to help others benefit by the Toastmasters program.

There are many ways to support the Ralph C. Smedley Memorial Fund: Individual Donations, Club contributions, Honorary Contributions, Corporate Contributions & Memorial Contributions

Source: www.toastmasters.org

Look.. I'm no more a baby



On the left was the cover picture of the inaugural issue of this newsletter "Engineer". We had mentioned in that issue that, the baby in the picture symbolizes the baby Club that is KEF Toastmasters Club. In a short period of a few months, our Club has grown. We are already five meetings old, have started our very first Youth Leadership Program & Speechcraft Program. Our website is also ready. By any standards, these are no mean achievements for a new club. Based on these growth parameters, cover story of this issue of our newsletter, "Engineer" is a little more grown up girl who says: 'Look...I'm no more a Baby".

An organization can experience growth only if it is healthy. Any organization which is not healthy is doomed to vanish. Therefore any association or any Club needs to be healthy, firstly to remain alive and secondly to achieve growth. In the case of Toastmasters Clubs, health of a club is measured by its membership strength & its regular Club meetings. Toastmasters International measures the pulse of the Club in terms of the DCP points that Club earns during a period of one year (July to June, next year). KEF Toastmasters Club already have 8 new members and meetings are held regularly. Also the DCP points counter is already started ticking by logging 1 DCP point already. By the end of the year, we will be clocking a minimum of 5 DCP points and thereby earning the status of Distinguished Club within the first year of existence.

KEF Toastmaster's first Youth Leadership Program got kicked off on January 15, 2011 at the beautiful hall of the Indian Centre. There are 24 enthusiastic boys & girls of our members in this program. First session was very interesting for the children who got acquainted with fellow participants. Groups of 2 were made and the team members were named "Tom & Jerry". Each one did a 2 minutes interview with his/her partner & based on the information collected from the partner, he/she did an introduction of his/her partner. This was repeated by all pairs.



Later they were asked to do a self assessment of their current speaking skills in their workbook. Then they were introduced to the basics of chairmanship. Participants were explained about the need of a Chairman/President as the leader & guide in any organization and also in Gavel Club meetings. Chairman is not a dictator. He/she is a leader who knows the basic rules of procedure, the business to be conducted, the order of business and his/her rights & the rights of the members. Elections were conducted to the positions of the President, Vice President, Secretary & Sgt-at-arms by the "slate method". A sample of "Ice breaker speech" was delivered by the Qatar Open 2010 Champion Gav. Adrina Gnachandran. Participants were divided into 3 groups of 8 each and were assigned with various roles such as Speakers, Evaluators or Table Topic Speakers for the Session-2. Each participant is allotted with Mentors for guiding them while preparing their project speeches & any other guidance.

During the second & third sessions, one group of participants gave their Ice breaker speeches and others gave the evaluation and table topic speeches. There were Educational Modules on: How to Introduce a Speaker, Evaluate to Motivate & Impromptu Speaking.

Coordinator of this YLP is TM NV Raghavan and the Asst. Coordinators are TM Najeed, TM Titus Kannan & TM Bijith Biju Sadan.

NV Raghavan CC,ALB is the President of KEF Toastmasters Club & Editor of "ENGINEER". You may contact him at ragu3009@gmail.com



Which Region we belong to ?



REGIONS 1-10

Americas
(See detailed map)

REGION 11

59, 71, 74, 79,
Other Europe,
Other Middle East,
Other Africa

REGION 12

69, 70, 72, 73,
Oceania

REGION 13

67, 76, 82, 85
(China, Hong Kong,
Macau), Other Asia

REGION 14

51, 75, 80, 87
(Singapore, Thailand)

If some one in Toastmasters asks you, which Region you belong to, what will be your answer? Many of us may not be able to answer this question. Before giving an answer to this question, let us understand the hierarchy in Toastmasters International.

Members: Toastmasters International is organized as an inverted Pyramid with Members at the top. Members are the most important persons in the entire organization.

Clubs: Many members form a Club. Clubs enable the members to learn, improve & benefit. Generally a Club consists of 25 to 30 members. *Our Club name is KEF Toastmasters.*

Areas: Usually 4 to 6 Clubs form an Area. An Area Governor is responsible & he supervises the overall functioning / quality of the Clubs under his/her Area. Our Area is Area 18 & the *Area 18 Governor for this year is*

TM NV Raghavan

Divisions: Usually 4 to 6 Areas will form a Division.

Division is headed by a Division Governor who ensures quality educational opportunities to all the Areas in the Division. Our Division is Division -E & *Division-E Governor for this year is TM Subha Anupindi.*

Districts: Several divisions grouped together form a District. Our District is District 79 & the *Governor of District 79 is DTM Uma Radhakrishnan.*

Regions: Several Districts form a Region. Our District 79 belongs to Region 11 along with Districts 59, 71, 74 form Europe, Africa & Middle East.

Now you know the answer to the question: We belong to the Region 11. Other Regions are also marked in the map given above.

Najeeb Abdul Jaleel is the VP-Education of KEF Toastmasters Club. You may contact him at najeeb_aj@yahoo.com

By Abdul Wahid



*Is this how when you have to give an
Impromptu Speech?*

When people are suddenly asked to speak impromptu, their brain stops functioning, sometimes literally comes out as shown in the cover picture.

However as Toastmasters we have the advantage of practicing impromptu speaking in order to keep those butterflies in formation. The Toastmasters Table Topics Session is a valuable exercise in order to practice the following suggestions and improve your skills and ability to speak extemporaneously.

The secret to successful impromptu speaking is to speak on specific illustrations, experiences and examples from your past that you are knowledgeable on, and that you have a desire to share with other people. If you are asked to give an impromptu speech at a function but you feel that you cannot bring something worthwhile to the audience, decline the invitation. Don't provide excuses and waste the audience's time with weak, meaningless material as it only weakens your image and anything you say.

Though advanced preparation is not possible, it is possible to gain confidence to face such situations if you know the:

1. Basic Steps to handle it &
2. Various Speaking Strategies.

Basic Steps:

1. Listen

When an impromptu question is asked listens actively to its *contents* and not just hears its words.

2. Pause

Like the old proverb, look before you leap, in an impromptu session pause before you start. It will help you to refresh your thoughts and formulate your answer.

3. Confirm

Once you have heard the question, paused for a moment you can confirm the topic again by reading it out loud.

4. Tell

By now you have the attention of the entire audience, dazzle them with your reply!

5. End

Once you have said what you have to say don't belabor the point just conclude your talk.

Various Speaking Strategies:

1) P-R-E-P Method:

e.g.: Use of mobile phones while driving should be banned: Do you agree or disagree? 1st Step: State what your **Position** on that topic is; support, object, agree 2nd Step: Support your position with **Reasons**; 1st reason, 2nd and so on 3rd Step: Illustrate your reasons with **Examples**; I say this because....

4th Step: Restate your **Position**; under the circumstances

2) P-P-F Method:

eg: Do you support to banning smoking?

1st Step: State what was your attitude in the **Past**: As a teenager....2nd Step: State what is your attitude at **Present**? Now at the age of 30, I feel.....3rd Step: State what will be your attitude for the **Future**: considering my exp. in the past & present I support.

3) S-M-G Method:

e.g.: What is your advice to a friend who believes in buying things and stalking it, hoping that it may be used if and when he returns home for good?

1st Step: Explain the topic using a **Story**: when I heard the topic, I recall an incident....2nd Step: State the **Message** that you learned from the story. The message from the story is....3rd Step: State the **Gain** one may get: So I feel you dedicate more time on enjoying life than...

4) O-C-R-C Method:

e.g.: Drought – The serious threat to agriculture.

1st Step: State the **Options** available.2nd Step: State your **Choice** on the best option...3rd Step: State the **Reasons** choosing that option.4th Step: **Conclude** with summary.

5) A-D-S Method:

e.g.: Glucometer at home?

1st Step: State the **advantages** of choosing that choice 2nd Step: State your **Disadvantages** of choosing that method.3rd Step: Offer the best **Suggestion**

6) P-R-S Method:

eg: State some ways to reduce Crime?

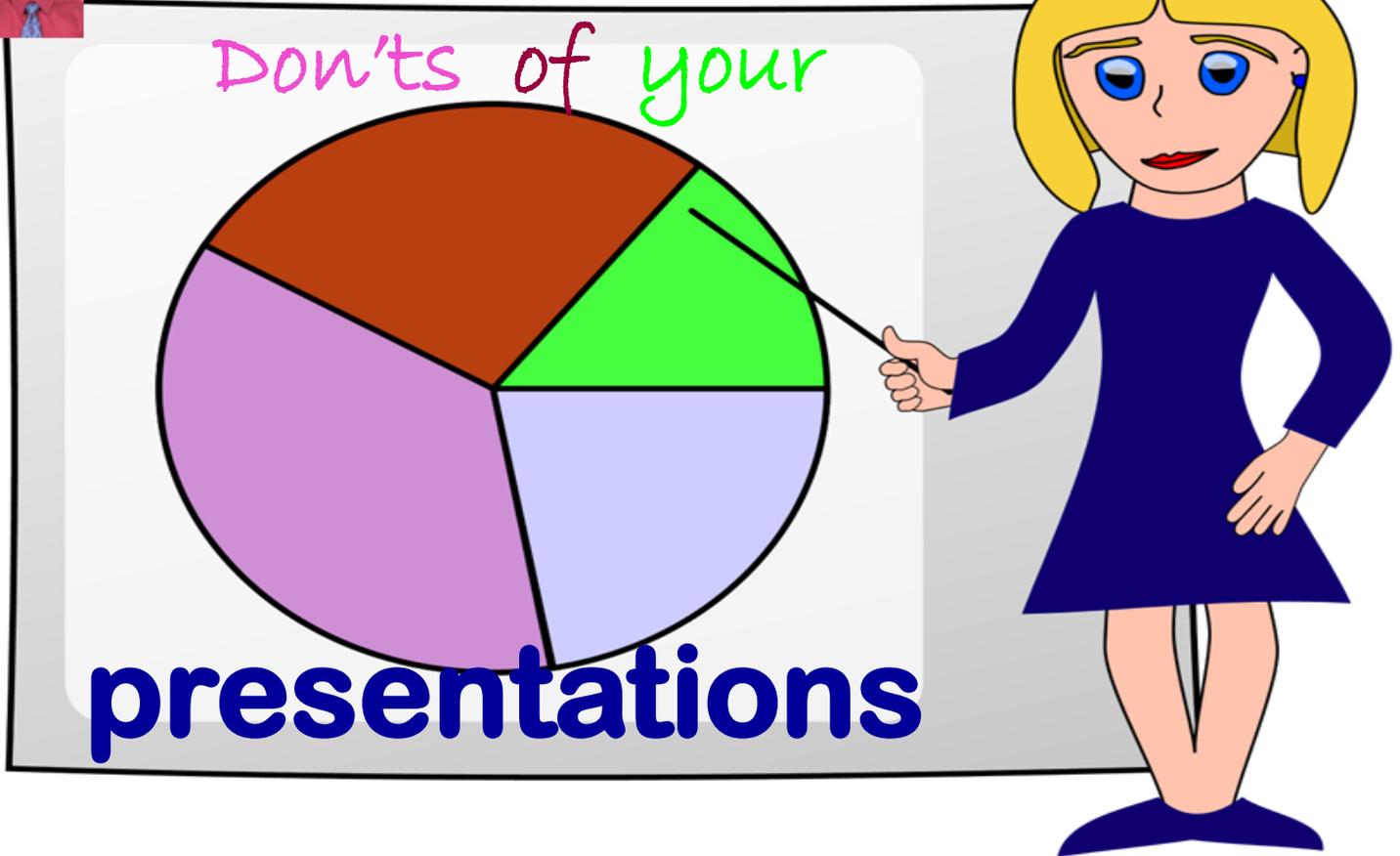
1st Step: Identify the **Problem**: Areas of concern are legal, social and educational..2nd Step: State your **Reasons** for that problem: To begin with the problem with our legal system...3rd Step: offer your **solutions** to the problem: The solution for it is to encourage stricter laws and punishments.

I'm sure that now you are ready to accept the challenges of impromptu speaking. No more brain stopping or coming out.

Abdul Wahid is the Sgt-at-arms of KEF Toastmasters Club. You may contact him at wahidismail@gmail.com
Source: Notes on Impromptu Speaking by TM Ooman K John.



By Bijoy P Manathara



Don't forget that studies show an audience can remember only three or four points you give in a presentation.

Don't keep jumping back and forth through your slides.

Don't start to change a slide, then stop halfway. Either change it or leave it.

Don't stick your hands in your pockets, hook your thumbs under your belt, or engage in other creative diversions.

Don't apologetically introduce a topic with "Just real quick," "Briefly," or similar words.

Don't wave the laser pointer all over the screen as you talk. You're going to give your audience a headache as their eyes jerk all around their heads trying to keep up.

Don't use a laser pointer to point to text. Your audience is capable of reading as you are. Do you still run your finger under the words as you read? Neither do they .

Don't use a question as an excuse to bring up the dozen slides you cut out of your talk in order to meet the time limit you were given.

Don't hold "private conversations" with questioners in the front rows. Make sure everyone in the audience knows what the question is (repeat it if necessary) and can hear and understand the answer .

Don't start sentences with "So."

Don't end sentences with "right?" or "OK?"

Bijoy P Manathara works as Senior Electrical Engineer with QMMC. You may contact him at bijoymanathara@hotmail.com



Are you a Manager or Leader?

Are you a Manager or a Leader? If you do not know the answer, please read on.

Basic differences are:

1. A manager is a title that can be given that signifies a position – a leader is a title that other people give you.
2. Managers Demand Respect – Leaders Command Respect .
3. Managers Have Subordinates – Leaders Have Followers .

Now, let's find out whether you are a Manager or Leader. Answer the following 10 questions:

1. Do you think, short term?
2. Do you focus only on the bottom line ?
3. Do you do things, right always ?
4. Do you demand your subordinates ?
5. Do you focus on systems rather than people ?
6. Do you control people ?
7. Do you copy what is done earlier by others ?
8. Do you ask how & when ?
9. Do you accept status quo?
10. Are you an implementer ?

If you have “Yes” answer to most of the questions above, you are a Manager.

Now , let's see whether you are a Leader or not. Answer the following 10 questions:

1. Do you think, long term?
2. Do you focus on the potential ?
3. Do you do right things always ?
4. Do you command your subordinates ?
5. Do you focus on people rather than systems ?
6. Do you inspire trust in people ?
7. Do you originate than copy others ?
8. Do you ask what & why ?
9. Do you challenge status quo?
10. Are you an administrator ?

If you have “Yes” answer to most of the questions above, you are a Leader.

Ashok Unnikrishnan is the VP-Memberships of the KEF Toastmasters Club. You may contact him at ashok_unni@hotmail.com



By Bijith Biju Sadan



Humor in your speech

Who doesn't like to laugh? Laughter is very important if it can bring your audience closer to you when you are a speaker. When you are using humor in your speech, it's important to know how and when to use it. Using jokes improperly or inappropriately can backfire and have you disconnected from your audience.

Here are some tips to help you use humor effectively in your speeches.

Use humor only if it fits your speech

If humor doesn't fit your speech, don't use it. Some speakers wrongly think that they have to crack jokes at the beginning of a speech to "break the ice". On the contrary saying unrelated jokes leaves the audience confused or irritated, especially when your speech is about an important or serious subject.

Choose humor suitable to your audience

Consider not only the age of your audience, but their cultural background and their mood when choosing humor for your speech. Not all audiences respond to the same type of humor.

Make a point with humor

The best way to use humor is to illustrate a point. Humor is often more effective in illustrating ideas than cold facts and figures.

comes from your own experience. Talk about a humorous situation you had and what you learned from it. Audiences

will be drawn to your story because it is personal and real. They can also relate to similar experiences they had **Make humor from your life**

The best humor comes from your own life. Talk about a humorous situation you had and what you learned from it. Audiences will be drawn to your story because it is personal and real. They can also relate to similar experiences they might have had.

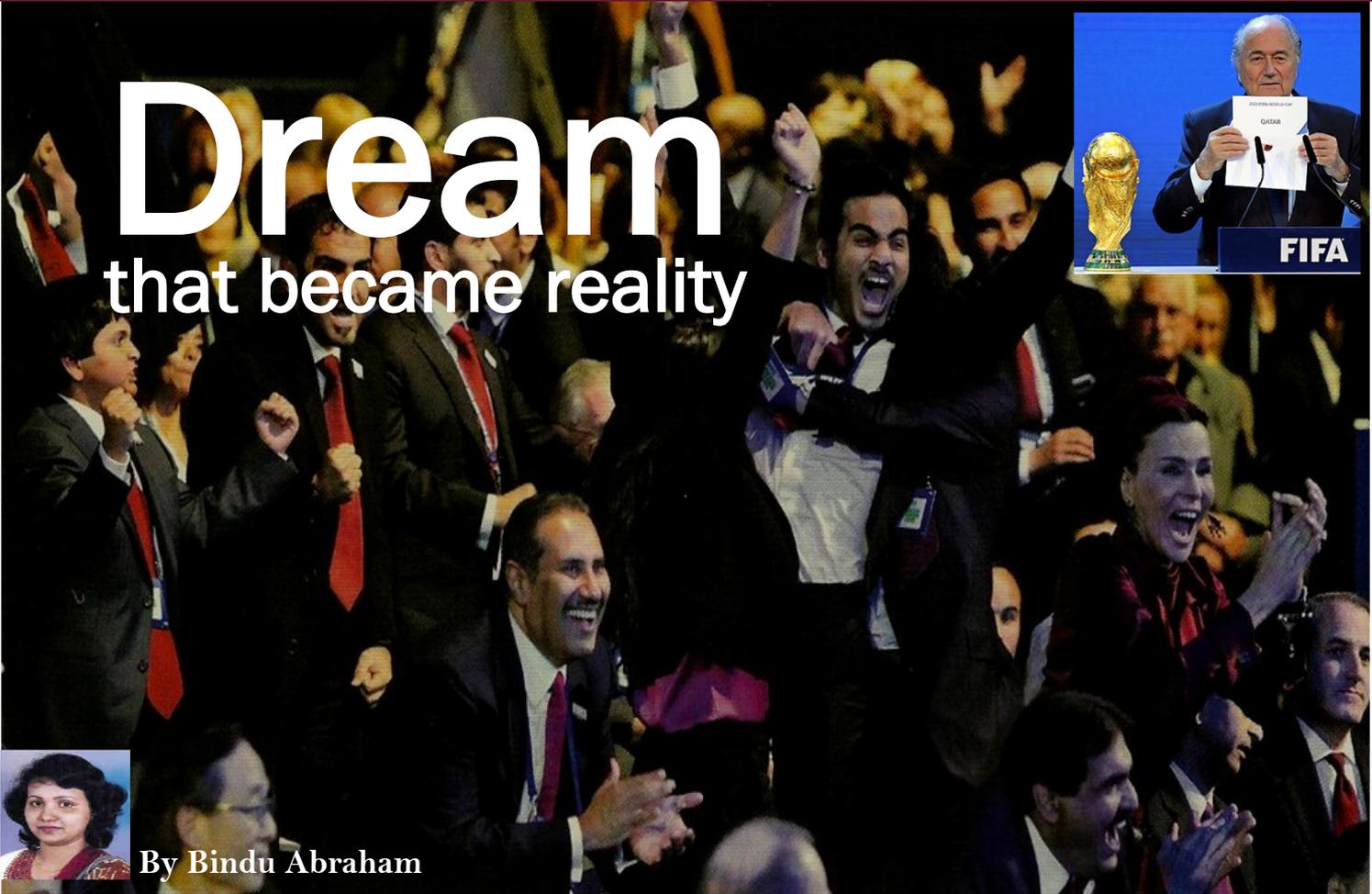
Find Your Own Humor

Talk about yourself, your weakness or fear. There may be many situations in your life where you have got into situations which turned out to be funny. If you are a fat person, talk about how much you like food or some funny situation you have faced due to your XXL size. If you are tall person, talk about some funny incidents you have faced due to your extra ordinary height. Audience will always like jokes on yourselves.

When you practice well & deliver your Humorous speech, you will be pleasantly surprised to note that the audience likes it. Come on, friends, next time you give your project speech, include some humor in it & discover your funny bone which you already have.

Biju Bijith Sadan is the Treasurer of the KEF Toastmasters Club. You may contact him at bi-jith.biju@jaidah.com.qa

Dream that became reality



By Bindu Abraham

Dream it, Believe it & Do it” : this is the theme of the year of KEF Toastmasters. Probably, Qatar also believes in this slogan. Qatar had a dream, they believed that they can win the hosting rights of World Cup 2022 & they went ahead meticulously planning towards the final goal. When the result was announced by FIFA in Zurich on December 02, 2010, Qatar surprised everyone by beating the favorites America to win the bid to host the 2022 World Cup.

During the thanks giving ceremony, HE Shiek Mohammed bin Hamad Al Thani gave a short but very sensible speech. He said: “ Yesterday we dared to dream; Today we celebrate victory; Tomorrow we will create history !!!” .

Earlier HM Sheikha Mozah gave a fantastic presentation to the FIFA selection committee with a powerful opening & closing with a very relevant question; “When do you think is the right time for the World Cup to come to the Middle East?”. She also said.” I’m not a mother of only my children; but the mother of the entire generation of youth in the Middle East”. She concluded with asking her earlier question again & emphatically answering herself.” Time has come... time is now!!!”.

HH Sheikh Hamad bin Khalifa Al-Thani, Emir of Qatar said: “This achievement is a big one for all Arab countries .

I hope that Qatar will successfully stage this tournament. A lot of people think that we are a small country, but we can accomplish great things”.

Sheikh Mohammad bin Hamad Al-Thani, Qatar bid chairman said: “ Today we will celebrate, but tomorrow the work begins. Thank you again for making this dream to come true and I hope to see you all at the opening match in 2022. With a population made up in the majority of expats, there is still great pride in our adopted country. Qatar has amazing vision, amazing talent and amazing determination to succeed. ‘Expect Amazing’ !!!



KEF Toastmasters celebrated the reality (win) during the meeting on January 09, 2011(pictured above).

Bindu Abraham is a Teacher by profession . You may reach her at a_bindu@hotmail.com



By Surya Bijoy



God's Engineers

Women are the real engineers created by God, as proven from time immemorial. They build happy families which is the basic foundation of an ideal or perfect society. Its true that man and woman both together make a happy family and here I am not underestimating the power of Man. Both play pivotal roles in building a family and hence they both are like engineers who very intelligently and patiently create and maintain scientific discoveries.

Women in general are so important in society as they add beauty to every relationship they get involved in. Let us start with their role as Mothers who are the most important factor for shaping the personality of an individual. She not only gives physical birth to an individual but also has the most lasting impression on his mind and personality. A good mother always gives her children the best possible nurturing and care at each stage of development of her children. I would call Motherhood a 24 x 7 profession with no leave but salary as tons of love from family which is the most precious possession in the world.

Lets now come to the role of a good and efficient wife is also the key to making a man so happy and content with life that his intelligence grows so much that he becomes the best engineer or the best professional in his life. The love, peace and understanding given by a wife acts like the best emotional anchor for a man. There is a old wise saying too as you all know that behind every successful man is a woman.

The most loved and pampered role of women starts as their stint as daughters. They are a tremendous source of joy for a man. They are so lovable and loyal to their family that there is no match for them. They take care of their parents and their siblings too. After their marriage they take care of their husband's family too. Again they are like engineers, who bind several things to create a masterpiece, and here good daughters bind together families and maintain peace within them. The modern woman has taken up the role of engineers beyond the family and has shown the world that she too is as intelligent and hardworking a professional as her better half or a Man. She works as an equal in this professional arena too and has molded the society into a more happy and content place.

Women have excelled in almost all creative fields like music, dance, fine arts and their excellence reflects in almost anything they touch in life. The style and beauty of every woman reflects in her home and her family upholds the values that she creates in them. Ultimately 'Women are the true engineers' of a happy and ideal society, who first build the foundation of happy families which finally gives us a great society.

Surya Bijoy , wife of our member Bijoy P Manathara, is a Journalist and was the Sub Editor of Gulf Times. She can be reached at suryabijoy@gmail.com



When people hear the word “basement” they’re more likely to picture mold and spiders than the birth place of a global communication and leadership training organization. But a basement in a YMCA (pictured above) in Santa Ana, California, is exactly where, in 1924, Ralph C. Smedley held the first meeting of what would eventually become Toastmasters International.

Smedley began working as director of education for a Young Men’s Christian Association (YMCA) after he graduated from college. He observed that many of the young patrons needed “training in the art of public speaking and in presiding over meetings” and Smedley wanted to help them. He decided the training format would be similar to a social club. During the early 1900s the word “toastmaster” referred to a person who proposed the toasts and introduced the speakers at a banquet. Smedley named his group “The Toastmasters Club” because he thought it suggested a pleasant, social atmosphere appealing to young men.

When Smedley started the Toastmasters group at the YMCA in Santa Ana, California, members practiced speak-

ing skills in a supportive, informal atmosphere. The seedling club blossomed. Word spread about Smedley’s YMCA experiment and soon people in other communities and even other states began asking for permission and help to start their own Toastmasters meetings. By 1930 the burgeoning clubs had established a federation to help coordinate activities and provide a standard program. Toastmasters became **Toastmasters International** after a speaking club in New Westminster, British Columbia, Canada, expressed interest in joining the organization.

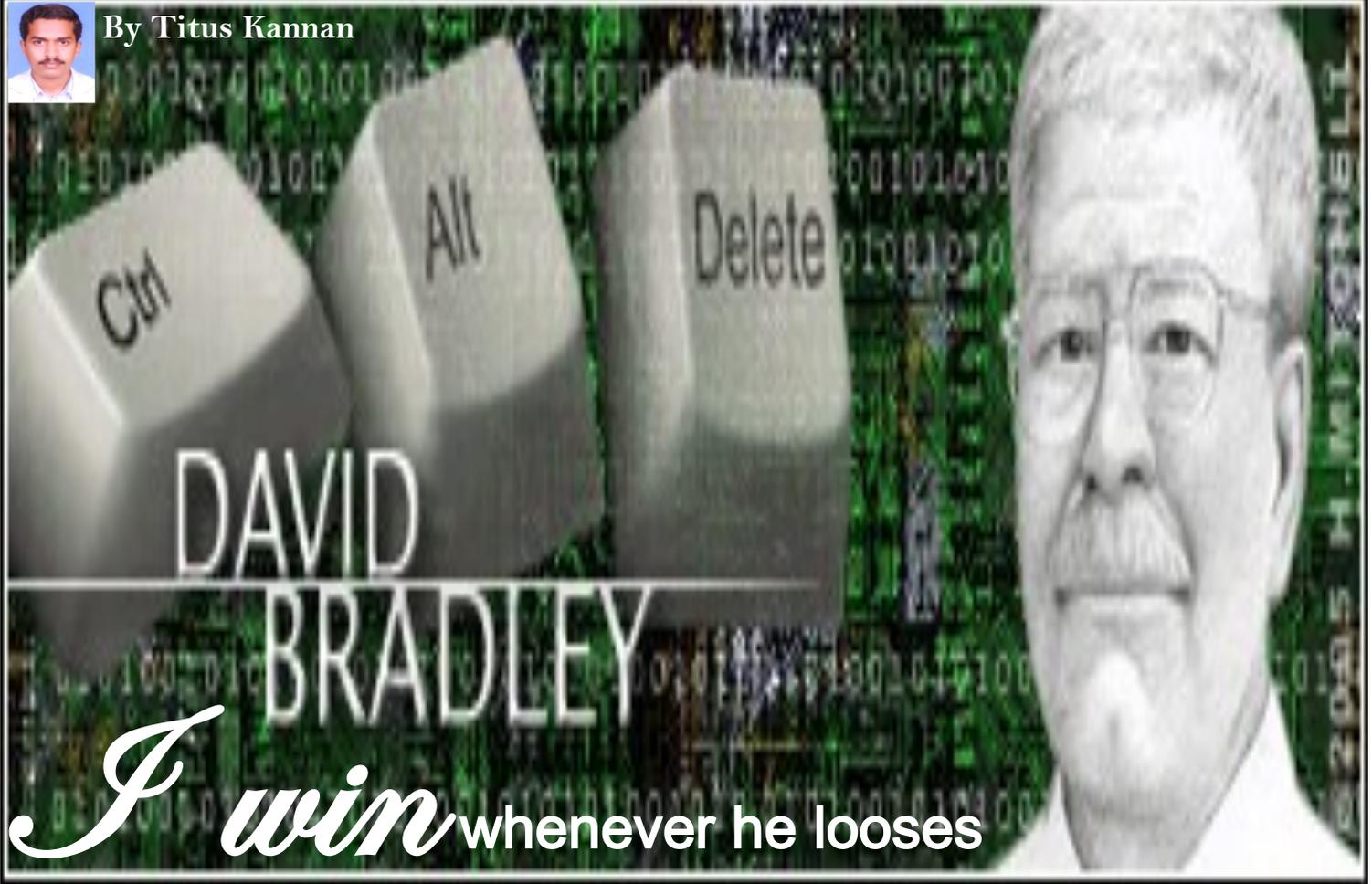
Over the next three decades the number of Toastmasters grew, and so did the need for a larger staff to service them. World Headquarters relocated in 1990 to its new building in Rancho Santa Margarita, California, about 20 miles south of Santa Ana. See our [timeline](#) for a detailed account of Toastmasters’ history.

With over 12,500 clubs and more than 260,000 members in 113 countries, Ralph Smedley’s “basement brainstorm” continues to thrive in the 21st century.

Source: www.toastmasters.org



By Titus Kannan



If you're a PC user, you've probably used it: "Control-Alt-Delete." The well-known keystroke combo can get you out of a tight spot when your PC freezes up, but have you ever stopped to wonder how this technique actually came to be?

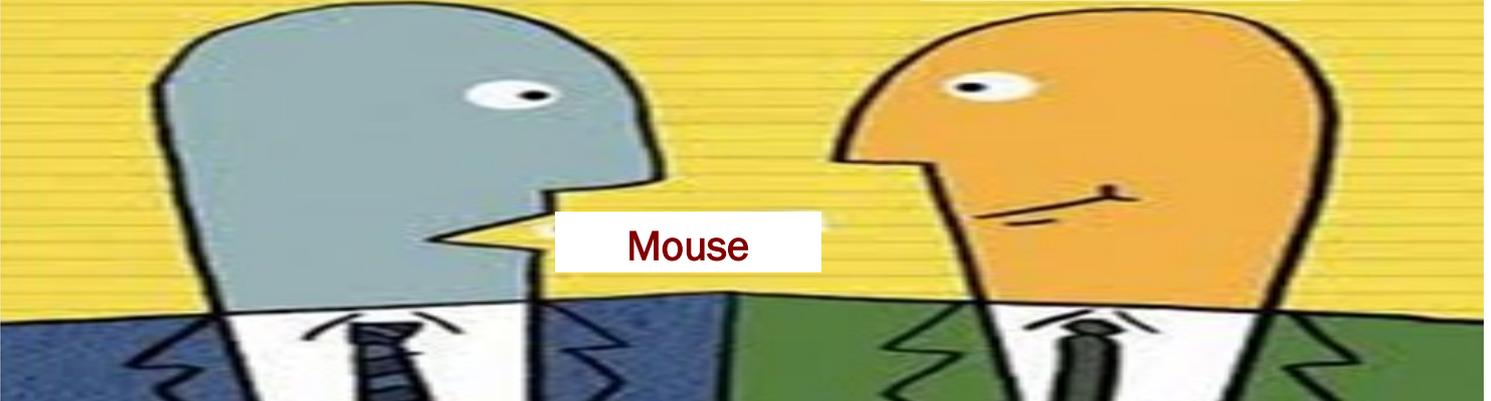
Software engineer David J. Bradley is the man behind this very useful invention. Born in 1949, Bradley completed an M.S. degree in 1972 and Ph.D. in 1975, both in electrical engineering. Upon graduation he went to work for IBM in Florida, as senior associate engineer. In 1980, Bradley became part of a team of 12 engineers who came to be known as the "Original 12" responsible for building the IBM Personal Computer. Specifically, his work was to be on the PC's ROM BIOS (Basic Input / Output System) code, which helped to make the modern PC possible. For this he was promoted to senior engineer.

In 1981, Bradley's team had been looking for a simple way that computer users could "reboot" the personal computer without shutting it off should it freeze or fail unexpectedly. After a computer was "powered down," the machine needed a few seconds to "rest" before "powering up" again to avoid damaging the hardware.

Intending its use only for programmers and those writing computer documentation, Bradley wrote some code that allowed the depression of the keys "Control," "Alt" and "Delete" all at the same time to accomplish the restart function. He chose the key combination, which later came to be known as "the three-finger salute," because it would be very difficult to hit these keys together by accident. This technique proved helpful to software developers, technical writers and engineers who needed to restart their machines many times, but then Microsoft adopted it for the Windows operating system, for use when software fails. In January, 2004, Bradley retired from IBM as Senior Technical Staff Member; Manager, PC Architecture.

Once he jokingly commented his relationship with Bill Gates by saying: "I may have invented it ("ctrl +alt+del"), but Bill Gates made it famous by applying my formula ,whenever any Microsoft's Windows operating system made by him crashes. Thus I win when ever he loses"!!!

Titus Kannan is the Vice President-Public Relations of KEF Toastmasters Club & the Sub Editor of "ENGINEER". Contact him at visittitus@gmail.com



Miscommunication

1. Memo from CEO to Manager:

Today at 11 o'clock there will be a total eclipse of the Sun. This is when the Sun disappears behind the Moon for 2 minutes. As this is something that can not be seen everyday, time will be allowed for the employees to view the eclipse in the parking lot. Staff should meet at the lot at ten to eleven,, when I will deliver a short speech introducing the eclipse and giving some back ground information. Safety goggles will be made available at a small cost.

2. Memo from Manager to Department Head:

Today at ten to eleven all staff should meet in the car park. This will be followed by a total eclipse of the Sun, which will appear for 2 minutes. For a moderate cost this will be made safe with goggles. The CEO will deliver a short speech beforehand to give us all some information. This is not something that can be seen every day.

3. Memo from Department Head to Floor Manager:

The CEO will deliver a short speech to make the Sun disappear for 2 minutes in the form of an eclipse. This is something that can not be seen everyday, so staff will meet in car park at ten to eleven. This will be safe, if you pay a moderate cost.

4. Memo from Floor Manager to Supervisor:

Ten or eleven staff are to go to the car park , where the CEO will eclipse the Sun for 2 minutes. This doesn't happen everyday. It will be safe and as usual it will cost you.

5. Memo from Supervisor to Staff:

Some staff will go to the car park today to see the CEO disappear. It is a pity that it doesn't happen everyday.



Heart

Friendly

Foods



When it comes to eating, a little bit of everything is the key, say experts. Our body needs all foods in moderation. Some help cure bowel problems, some help control diabetes and some keep eye problems at bay. Here are seven foods you should include in your diet to have a healthy heart.

Apples

Apples are a good source of vitamins and minerals like iron, phosphorus, potassium, calcium as well as vitamins A, B and C. "These help in strengthening blood vessels," says Nutritionist Sneha Trivedi. They also have a low glycemic index, making it safe for diabetics to consume.

Garlic

Garlic contains alicin, a powerful antioxidant. Other than that, "It helps lower the bad cholesterol," says Trivedi. This means it prevents your arteries from getting clogged. So use this condiment in your curries, stir-fries and more.

Fish

"Oily fish contains omega-3 fatty acids that help to maintain the integrity of blood vessels by keeping them healthy and elastic," says Nutritionist Sushila Sharangdhar. These acids also improve our immune system and help in increasing the good cholesterol or HDL levels. "It also reduces the chances of blood clots," Trivedi adds.

Olive oil

Due to the mono-saturated fats present, olive oil helps in lowering the amount of bad cholesterol. "It is also rich in antioxidants that increase the elasticity of arterial walls," says Trivedi. This in turn prevents heart-related problems

Wheat

"Wheat is a very good source of fibre, vitamins and minerals," says Trivedi. It helps in reducing the amount of bad cholesterol. Fibre binds with the cholesterol and helps in eliminating it from our body. Other sources of fibre are: oats, barely, bajra, ragi, jowar and other whole grains.

Dairy

Milk and milk products are a good source of fatty acids. They are also a good source of antioxidants and polyphenols. "Polyphenols protect blood vessels and lower blood pressure, thus preventing cardiovascular diseases," says Sushila.

Greens

Green leafy vegetables like spinach and fenugreek are a good source of vitamin B-complex and niacin. A healthy diet and moderate exercise will go a long way in maintaining a healthier heart and a happier you!

Jacob Thomas is the Secretary of KEF Toastmasters Club. You may contact him at simplyjac@gmail.com

Did you know?



By Sybille Sajeet

Interesting facts on Animals:

- 1) SNAILS have 14175 teeth laid along 135 rows on their tongue.
- 2) A BUTTERFLY has 12,000 eyes.
- 3) DOLPHINS sleep with 1 eye open.
- 4) A BLUE WHALE can eat as much as 3 tons of food everyday, but at the same time can live without food for 6 months.
- 5) The SWAN has over 25,000 feathers in its body.
- 6) OSTRICH eats pebbles to help digestion by grinding up the ingested food.
- 7) KIWIS are the only birds, which hunt by sense of smell.
- 8) ELEPHANT teeth can weigh as much as 9 pounds.
- 9) OWL is the only bird, which can rotate its head to 270 degrees.
- 10) CROCODILE is the only animal & reptile which sheds tear while eating

Some riddles for you:

What are they ?

- 1) If we say 'MUMMY', they come together & go apart when we say 'DADDY': LIPS
- 2) What goes up & never comes down: AGE
- 3) Patches over patches but no stitches: CABBAGE
- 4) What is that we cannot see, but is always before you: FUTURE
- 5) What goes up & down a hill, but never moves: ROAD
- 6) You can never wet it: SHADOW
- 7) What belongs to You, but used by your friends more often you do: YOUR NAME

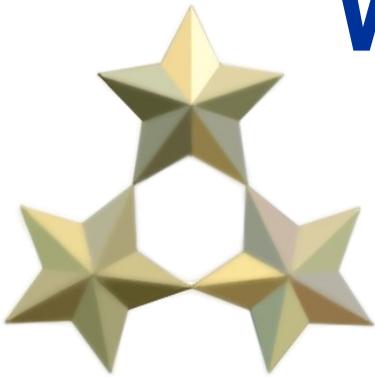
Sybille Sajeet works as Senior Engineer with KEO Consultants. She may be contacted at sybelles@keoic.com



When I sighted

3 Stars

on earth



With Lance Miller (2005 Champion)



With David Nottage (1996 Champion)



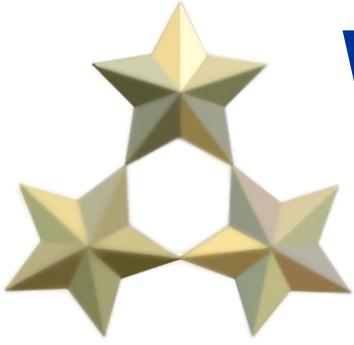
With Craig Valentine (1999 Champion)

It was during the DTAC 2010 at Kuwait, I had the rare opportunity of meeting 3 World Champions of Public Speaking of Toastmasters International at one place. They were Lance Miller (2005 Champion), David Nottage (1996 Champion) & Craig Valentine (1999 Champion). Each one was different in their own way. There were speeches/ presentation by all these Champions as part of the DTAC program. Out of these 3 World Champions, I had earlier met DTM Lance Miller during the QTAC 2009 at Doha. During that QTAC, I purchased a CD of DTM Lance Miller in which he was talking about how to run a Club successfully. I was the Secretary of Qatar Toastmasters Club during that time. I listened to that CD once & I was quite impressed with the contents of that CD.

Later when I became the Vice President-Education of Qatar Toastmasters Club, I listened to that CD for a few more times. I was impressed with the points he had mentioned in that CD for building a successful Club. Some

of the points that impressed me most were his suggestion to make the Club meetings, fun & not funny and his definition of quality of meetings as a meeting that starts & ends in time. He also suggested to create a belongingness among the members. Based on these suggestions, we carried out certain new ideas in Qatar Toastmasters Club such as celebrating birthdays of all the members as part of the Club meetings. We also made sure that meetings started & ended on time. And conducted many theme meetings with lots of fun. Steadily & gradually, the health of the club started to improve. From a membership strength of 28, it rose to 78 within one year. Also Qatar Toastmasters Club won the Falcon award for the Best Toastmasters Club in Qatar in 2009-10.

When I met DTM Lance Miller the second time in Kuwait during the DTAC, I mentioned him about the influence he had in shaping Qatar Toastmasters Club into the Best Club in Qatar & thanked him for the same.



When I sighted

3 Stars

on earth

Let me give a brief on these 3 champions for your quick reference:

1. Lance Miller (2005 World Champion, California-USA)

Lance Miller works with people from around the world to achieve their personal and business goals through his unique approach of Hands-On Leadership. He possesses a unique gift of simplifying life's challenges into bite size solutions that are easy to use and apply by anyone. He has delivered over 2,500 speeches in over 28 countries from Qatar to China to Ireland on the fundamentals of public speaking, leadership, effective management, sales and overcoming failure and adversity. His real life experience brings fun, lively and entertaining presentations to the podium. Lessons of leadership, integrity, responsibility and honesty are the Hallmark of his messages.

2. David Nottage (1996 World Champion; Auckland-New Zealand)

David is an Australian born New Zealander, a Kiwi with an attitude, an attitude for success. He has come a long way in the past twenty plus years from someone who was too scared to speak in front of a group of four people without a massive anxiety attack, to being a dynamic presenter who eclipsed over 20,000 Toastmasters to win the ultimate pinnacle in public speaking, the World Championship for Toastmasters International.

David attributes his success to a combination of factors including his goals and aspirations to become a World Champion. "In a survey conducted in the United States several years ago, it was discovered that close to 90% of adults have a 'fear of public speaking'. The term is called 'Glossophobia' which comes from the Greek word *glossa* meaning tongue. This fear will keep them

quite in all environments; business meetings, school halls, community centres and pretty much anywhere where they might otherwise have an opportunity to voice their opinion. I've often maintained that it is not the *best* idea that gets adopted, it is the one that is *expressed* the best. So make sure you do everything you can to ensure that when the opportunity comes round that you are prepared to voice your opinion in a confident and competent manner."

3. Craig Valentine (1999 World Champion; Maryland-USA)

Craig Valentine provides managers and front-line personnel with a proven system to get remarkable results by embracing change. He has spoken in the United States, Taiwan, Canada, Jamaica, Qatar (Doha), England, Bahamas, Hong Kong, and China and he is the 1999 World Champion of Public Speaking for Toastmasters International, winning out of more than 25,000 contestants in 14 countries. Craig says: "The most important part of the speech is also one of the most neglected parts of the speech. Let's look at it in detail.

When I give a 45-minute workshop on the art of public speaking, I usually open by thanking my introducer and making a comment such as, "That was a great introduction. It was fabulous. It was...just how I wrote it!" This gets a laugh. Then I ask the audience, "Have I made any points yet?" They think about it for a second and answer, "No!" "Why not?" I ask. Someone will eventually say, "You were building rapport!" "Absolutely!"

NV Raghavan CC,ALB is the President of KEF Toastmasters Club & Editor of "ENGINEER". You may contact him at ragu3009@gmail.com

Events Calendar

2011

January							February							March							April							May							June												
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31																																															

Club meetings & events

Indian Club (Centre) on every second & fourth Mondays (7 PM to 9 PM)

Speech craft program: January 15, 2011

Youth Leadership Program: January 15, 2011

Area Contests

PEC School, March 25, 2011

QTAC (Qatar Toastmasters Annual Conference)

Qatar, May 13, 2011

DTAC (District Toastmasters Annual Conference)

Amman-Jordan, May 26-28, 2011

Toastmasters International Convention

Las Vegas, USA, August 17-20, 2011

Before signing off...

Dear Toastmaster,

Hope you enjoyed reading our inaugural edition of our Newsletter, "ENGINEER". We have taken all efforts to make it interesting to read. We welcome your suggestions for change or improvement . Also request all members to provide articles for the coming editions. Last, but not the least, let's understand & practice the Vision & Mission of the Toastmasters International (given below) in it's true letter & spirit.

Finally.....till we meet again in the March 2011 edition of your Newsletter: ENGINEER.Good bye.... & Happy Toastmastering...

NV Raghavan CC.ALB

Editor-ENGINEER

The logo for Toastmasters International, featuring the words "TOASTMASTERS" and "INTERNATIONAL" in white, uppercase letters on a dark blue rectangular background.

The Toastmasters Vision

Toastmasters International empowers people to achieve their full potential and realize their dreams. Through our member clubs, people throughout the world can improve their communication and leadership skills, and find the courage to change.

The Toastmasters Mission

Toastmasters International is the leading movement devoted to making effective oral communication a worldwide reality. Through it's member clubs, Toastmasters International helps men and women learn the arts of speaking, listening and thinking-vital skills that promote self-actualization, enhance leadership potential, foster human understanding, and contribute to the betterment of mankind. It is basic to this mission that Toastmasters International continually expand its worldwide network of clubs thereby offering ever-greater numbers of people the opportunity to benefit from its programs.

