

## 2011 CBC TM Youth Leadership Program Master Schedule

Time	Week 1 (6/18)	Week 2 (6/25)	Week 3 (7/09)	Week 4 (7/16)	Week 5 (7/23)	Notes/Rules
8:45	<b>"Opening Ceremony"</b> (8:30 AM - 9:00 AM)	Prepare Room	Prepare Room	Prepare Room	Prepare Room	Set up U shape seating; put out Award Ballots, Award Ribbons, Time Cards, Stop Watch; distribute Meeting Agendas.
9:00	Prepare Room, Start Class: <b>Welcome!</b>	Start Class: <b>Introduce Focus</b>	Start Class: <b>Introduce Focus</b>	Start Class: <b>Introduce Focus</b>	Start Class: <b>Welcome Parents!</b>	Explain TM Principles: ESO, SSR, MRS, OOPS, 4Ps; NO chitchatting, NO cell phone playing! SSR: Short & Sweet & Relevant; MRS: Mutually Respect & Support
9:10	Do <b>"Get to Know Your Partner"</b> Exercise	Start TM Class Meeting: 5 SPs + 5 WSEs + 5 SEs, 5 TTSPs: (5 + 2 + 3 + 2 mins) * 5 = 60 mins	Start TM Class Meeting: 5 SPs + 5 WSEs + 5 SEs, 5 TTSPs: (5 + 2 + 3 + 2 mins) * 5 = 60 mins	Start TM Class Meeting: 5 SPs, 5 WSEs + 5 SEs, 5 TTSPs: (5 + 2 + 3 + 2 mins) * 5 = 60 mins	Start <b>"Class Contest"</b> Meeting: 15 SPs: 5 mins * 15 = 75 mins	ESO, ESO, ESO! (ESO= Equal Speaking Opportunity) * All students will must TWO planned speeches!
9:20	Present your Partner <sup>(1)</sup> (2 mins * 15 = 30 mins)					(1) Deliver the FIRST speech! OOPS: Only One Person Speaks!
9:50	Break	Break	Break	Break	Break	Back on time!
10:00	Do Self-Evaluation <sup>(2)</sup>	Continued	Continued	Continued	Continued	(2) Set each student's baseline. Know expectations.
10:30	Conduct Class Officers Election <sup>(3)</sup>				Select <b>"Program Contest"</b> Representatives (SP, SE, TTSP) and a Graduation Speaker	(3) Explain Officers' duties; explain Parliamentary Procedure.
10:50	Break	Break	Break	Break	Break	Back on time!
11:00	Conduct <b>"Demo Meeting"</b> (Combined Class) <sup>(4)</sup> 1 SP, 1 SE, 1+ TTSP	Guest Speech w/Focus - Guest Speaker, 5-7 mins	Guest Speech w/Focus - Guest Speaker, 5-7 mins	Guest Speech w/Focus - Guest Speaker, 5-7 mins	Conduct <b>"Program Contest"</b> (Combined Class) <sup>(5)</sup> : 4 SPs, 4 SEs, 4 TTSPs (5+3+2 mins) * 4 = 40 mins	(4) Explain Meeting Agenda & Demo Meeting Roles (5) Class #4 students conduct Program Contest.
11:45	Review Role List, Q&A <sup>(6)</sup>	Review Role List, Q&A	Review Role List, Q&A	Review Role List, Q&A		(6) Ensure ESO! Explain Speech Topic Selection.

12:00	End Class <sup>(7)</sup>	End Class <sup>(7)</sup>	End Class <sup>(7)</sup>	End Class <sup>(7)</sup>	<b>"Graduation Ceremony"<sup>(8)</sup> &amp; "Lunch Party"</b> (to 1:30 PM)	(7) Officers lead students to put rooms back to original state! (8) Class #3 students conduct Graduation Ceremony.
12:00 - 12:30	Conduct Training of Class Officers <sup>(9)</sup> & "TMs of the Day"	N/A	N/A	N/A		(9)Emphasize "Leadership by Example" & Quality Meeting
Focus	<b>Get Acquainted &amp; Get Started</b>	<b>"Speech Organization"</b> (YLP P19-22)	<b>"Your Body Speaks"</b> (YLP P27-29)	<b>"Voice &amp; Words"</b> (YLP P30-33)	<b>Parent Review, Student Feedback*</b>	4Ps: Plan, Prepare, Practice, Punctual! *Conduct Student Survey

Note: SP: Speaker; WSE: Written Speech Evaluation; SE: Speech Evaluator; TTSP: Table Topic Speaker.