



HOTEL, TOURISM AND CULINARY INSTITUTES ALUMNI ASSOCIATION

酒店、旅遊及廚藝學院校友會

**提升你的演講技巧！免費參觀英語演講會！**

**Improve your speaking skill! Visit Toastmaster Club for Free!**

卓越的公開演講技巧，有助您邁向成功之路！演講會透過笑話、正式演講及即席演講，訓練會員的公開演說能力。校友會現贊助會員以嘉賓形式參觀本地英語演講會，親身體驗演講會的訓練模式。有興趣之會員稍後更有機會獲贊助成為正式演講會會員。

Excellent public speaking skill leads you to success! Toastmaster Club improves your speaking skill through Joke, Prepared speech & Impromptu speaking. Alumni Association will sponsor our members to visit local English Toastmaster Clubs as Guest to experience the training mode in person. Interested members will have chance to be sponsored and become a formal member later.

內容：  
Content 本會將贊助會員以嘉賓形式，參觀本地英語演講會兩次，每次最多可獲贊助參觀費 HK\$50。參加者稍後更有機會獲得最多 HK\$1,200 之贊助成為年度正式演講會會員。  
We will sponsor our members to visit local English Toastmaster Clubs as Guest for two times, with maximum HK\$50 refund for each visiting fee. Applicants will have chance to be sponsored with a maximum HK\$1,200 and become a formal annual member later.

退款安排：  
Refund Arrangement 完成參觀後請索取收據，背面寫上姓名及聯絡電話，然後郵寄或親身交回本會。我們收到後將聯絡申請人有關退款安排。  
After the visit, please take the receipt and return to us by mail or in person (With your name & contact no. on back of receipt.). We will contact the applicants the refund arrangement later.

注意事項：  
Important Notes 1. 有關演講會簡介及可供選擇參觀之英語演講會，請瀏覽第二頁。  
Please refer to page 2 for introduction & choices of English Toastmaster Clubs for visit.  
2. 申請者需自行聯絡有關演講會提出參觀。  
Applicants should contact the club about the visit by yourself.  
3. 本會收到填妥之回條後，將以電話聯絡申請人確認。  
We will contact the applicants to confirm after receiving the filled reply slip.  
4. 申請人須於獲確認後四個月內完成參觀及交回收據。  
Applicants should finish the visits and return the receipt(s) within 4 months after the confirmation.

名額：  
Quota 10 名 (先到先得)  
10 (First-come-first-serve)

申請資格及方法：  
Qualification & Apply Method 須為本會會員。填妥報名表格後郵寄、傳真或親身交回本會。  
MEMBERS ONLY. Please fill in and return the Confirmation Slip below to us by mail, fax or in person.

酒店、旅遊及廚藝學院校友會  
2 September 2011

回 條 Confirmation Slip

致：酒店、旅遊及廚藝學院校友會  
To: HTCIA Alumni Association

AACT010911

姓名： \_\_\_\_\_ 聯絡電話： \_\_\_\_\_ 會員號碼： \_\_\_\_\_  
Name: \_\_\_\_\_ Contact Tel. No.: \_\_\_\_\_ Membership No.: \_\_\_\_\_

本人現申請參觀英語演講會之贊助並願意遵守所有規則。I would like to apply for sponsorship of visiting English Toastmaster Clubs and adhere to the rules and regulations.

簽署 Signature: \_\_\_\_\_ 日期 Date: \_\_\_\_\_

Address: Room 731, 7/F, VTC Kowloon Bay Complex, 46 Tai Yip Street, Kowloon Bay Enquiry: 2751 5885 Fax: 2795 1533

地址：九龍灣大業街 46 號職業訓練局九龍灣大樓 7 樓 731 室 查詢電話：2751 5885 傳真：2795 1533

Website 網址: <http://www.htcicaa.com> Email 電郵: [enquiry@htcicaa.com](mailto:enquiry@htcicaa.com)

**國際演講會簡介 Introduction to Toastmasters International**

Toastmasters International 自 1924 年於美國加州成立，為一個非牟利事業組織，於全球 70 多個國家擁有將近 1.2 萬個會員組織。其成立的原因是基於幫助他人如何學習說話、傾聽與思考，培養學員領導、表達能力的國際性組織。每次例會內容主要分為：

**正式演講(Prepared Speech Session)：**依照國際總會頒發的『溝通及領導手冊』(Communication and Leadership Manual)中的規範。被排定上台演講的會員，必須按自己的進度準備講稿，自行預習，輪流上台演講。其目的在培養會員的表達能力和增進演講技巧。

**即席演講(Impromptu speaking Session)：**由即席演講主持人預先準備若干題目，在此時段中即席邀請會員上台表達意見。其目的在訓練聆聽能力、臨場反應機制及思考組織能力。

**講評時段(Evaluation Session)：**每一位正式演講者，均被安排一位較資深的會員擔任講評員(Individual Evaluator)，依總會所頒的手冊規範，來講評該演講者的內容及技巧並提出建議，演講者可由此立即得到回饋，講評員亦可訓練聆聽的技巧，而其他會員也會有所借鏡。

Toastmasters is a worldwide non-profit-making educational organization founded in 1924 dedicated to improving its members' communication and leadership skills. Members comprise of people from all walks of life who include business people, professionals & students. Each meeting mainly divides to:

**Prepared speech** - members present speeches based on projects from the Toastmasters International Communication manuals. Projects cover such topics as speech organization, voice, gestures, etc.

**Impromptu speaking** - members present one-to two-minute speeches on assigned topics without prior preparation. It helps to train speakers to think on their feet.

**Evaluations** - Every prepared speaker is assigned an evaluator who points out speech strengths and offers suggestions for improvement. Speech Evaluators learn to provide effective and constructive feedback to other.

更多詳情請瀏覽 For details please visit : <http://www.hongkong-toastmasters.org/>

**可供選擇參觀之英語演講會****Choices of English Toastmaster Clubs for visit**

名稱及網址 Name & Website	會議時間 Meeting Time	會議地點 Meeting Venue	聯絡電郵 Contact Email
<b>Graduates And Professionals Toastmasters Club</b> <a href="http://www.gaptoastmasters.org">www.gaptoastmasters.org</a>	1st & 3rd working Friday of each month from 7:00 pm to 9:00 pm	Room 1002A, 10/F, Duke of Windsor Social Service Bldg, 15 Hennessy Road, Wanchai, HK	gaptmc@gmail.com
<b>The Hong Kong Toastmasters Club</b> <a href="http://www.toastmasters.org.hk">www.toastmasters.org.hk</a>	1st, 3rd & 5rd working Monday of each month from 7:00 pm to 9:00 pm	6/F, L'hotel Causeway Bay Harbour View, 18-24 King's Road, Causeway Bay, Hong Kong	info@toastmasters.org.hk
<b>Victoria Toastmasters Club</b> <a href="http://www.vtoast.com">www.vtoast.com</a>	1st, 3rd & 5th working Tuesday of each month at 6:45 pm	Paragon Culture & Conference, 23/F, The Pemberton, 22-26 Bonham Strand, Sheung Wan, Hong Kong	Victoriatoastmaster@yahoo.com
<b>Oasis Toastmasters Club</b> <a href="http://www.oasistoastmasters.org.hk">www.oasistoastmasters.org.hk</a>	2nd & 4th working Monday of each month from 7:00 pm to 9:00 pm	Rm 1105, Hong Kong Scout Center, Austin Road, Kowloon	info@oasistoastmasters.org.hk
<b>Centraler Toastmasters Club</b> <a href="http://centraler.ning.com">centraler.ning.com</a>	1st, 3rd Wednesdays at 7:00PM	Recital Hall, 8/F, High Block, Hong Kong City Hall, Central, HK	info@centraler.hk
<b>Kowloon Toastmasters Club</b> <a href="http://www.kowloontostmasters.org">www.kowloontostmasters.org</a>	2nd & 4th Wednesdays at 7:00PM	Rm 1114, BP International, 8 Austin Road, Kowloon	ec@kowloontoastmasters.org