Grammarian   Protocol	Date:
	Name:

**BEING THE GRAMMARIAN** is a good exercise to improve one's listening skills. It involves two basic tasks:

- 1. Introduce a new "word of the day" to the members. Before the meeting, you pick a word. It should be a word that contributes to a broadening of the vocabulary and yet is reasonably easy to incorporate into a sentence, but is just not commonly used. An adjective or adverb is probably easier to use, but this should not prevent you from choosing a noun or verb as well. Maybe one that fits the motto?
  - The word is written on a piece of paper and placed so that it can be easily seen by everyone present. You should also prepare a definition of the word to read out at the beginning of the meeting. Email the word of the day, including the definition, to the moderator so that he or she can include the word in the agenda.
- 2. Instead of commenting on the use of the English language during the meeting you can introduce a rhetorical device. An overview of rhetorical devices is in the downloads section on our website. Introduce the device, bring examples and then make notes how this device is used during the meeting. This is a great method to remember and practice rhetorical devices.

## **DURING THE MEETING**

- When prompted, introduce yourself to the audience and briefly and efficiently explain your office. What, How, Why! (max. 1,5 minutes incl. introduction of the "word of the day")
- Pay attention to the correct use of language by all present. Note any unusual or incorrect use of language (incomplete or grammatically incorrect sentences.
  Sentences that change direction in the middle, incorrect word choice) - write down who did it. AND/OR
- Pay attention to the use of the rhetorical device you introduced. Note examples.
- Note how many times the word of the day was used (or / also variations).
- When called upon by the overall evaluator in the evaluation section, stand up and give a short report. (max. 2 - 2,5 minutes)
- Don't just explain what was wrong, try to name the correct use for each mistake. Also describe creative or outstanding use of language and/or rhetorical stylistic devices.
- Tell who used the word of the day correctly or incorrectly as well.

•	Tell who used	the word of the	day correctly	or incorrectly a	s well.
"Word	of the day": _				
Count:					

## Your comments:

Who/What	Remarks