

Competent Leadership Manual Project Completion Record



Use this form to keep track of your *Competent Leadership* projects as you complete them. When all 10 projects are complete, submit a copy of this record along with the CL award application to receive your CL award.

PROJECT	ROLES	DATE	VPE INITIALS
Project 1: Listening			
Complete 3 of 4	Ah-Counter		
	Speech Evaluator		
	Grammarian		
	Table Topics Speaker		
Project 2: Critical Thinking			
Complete 2 of 3	Speech Evaluator		
	Grammarian		
	General Evaluator		
Project 3: Giving Feedback			
Complete 3 of 3	Speech Evaluator		
	Grammarian		
	General Evaluator		
Project 4: Time Management			
Complete Timer + 1	Timer		
	Toastmaster		
	Speaker		
	Topicsmaster		
	Grammarian		
Project 5: Planning and Implementation			
Complete 3 of 4	Speaker		
	General Evaluator		
	Toastmaster		
	Topicsmaster		
Project 6: Organization and Delegation			
Complete 1 of 6	Help Organize a Club Speech Contest		
	Help Organize a Club Special Event		
	Help Organize a Club Membership Campaign or Contest		
	Help Organize a Club PR Campaign		
	Help Produce a Club Newsletter		
	Assist the Club's Webmaster		
Project 7: Facilitation			
Complete 2 of 4	Toastmaster		
	General Evaluator		
	Topicsmaster		
	Befriend a Guest		
Project 8: Motivation			
Complete 1 Chair + 2 Other	Membership Campaign or Contest Chair		
	PR Campaign Chair		
	Toastmaster		
	Speech Evaluator		
	General Evaluator		
Project 9: Mentoring			
Complete 1 of 3	Mentor for a New Member		
	Mentor for an Existing Member		
	HPL Guidance Committee Member		
Project 10: Team Building			
Complete Toastmaster + General Evaluator	Toastmaster		
	General Evaluator		
OR 1 of the Following	Membership Campaign Chair		
	Club PR Campaign Chair		
	Club Speech Contest Chair		
	Club Special Event Chair		
	Club Newsletter Editor		
	Club Webmaster		