

TIMER'S TALLY SHEET

Please, return the sheet to The Secretary after the meeting

Position	Allotted time	Name	Time taken
Encouragement note	2 ^g – 2.30 ^y - 3 ^r min*		
Word of the Day	2 ^g – 2.30 ^y - 3 ^r min		
Joke of the Day	2 ^g – 2.30 ^y - 3 ^r min		
Prepared speech 1	4 ^g – 5.30 ^y - 6 ^r min		
Prepared speech 2	4 ^g – 5.30 ^y - 6 ^r min		
Prepared speech 3	5 ^g – 6.30 ^y - 7 ^r min		
Prepared speech 4	5 ^g – 6.30 ^y - 7 ^r min		
Prepared speech 5	5 ^g – 6.30 ^y - 7 ^r min		
Personal Evaluator 1	2 ^g – 2.30 ^y - 3 ^r min		
Personal Evaluator 2	2 ^g – 2.30 ^y - 3 ^r min		
Personal Evaluator 3	2 ^g – 2.30 ^y - 3 ^r min		
Personal Evaluator 4	2 ^g – 2.30 ^y - 3 ^r min		
Personal Evaluator 5	2 ^g – 2.30 ^y - 3 ^r min		
Table Topics discussion	15 min (12.30^y)		
Word Master report	3 ^g – 3.30 ^y - 4 ^r min		
Ah-Counter report	1 ^g – 1.30 ^y - 2 ^r min		
Each Table Topics speaker	1 ^g – 1.30 ^y - 2 ^r min		
The meeting started at		The meeting finished at	

* g – green sign, y – yellow sign, r – red sign