



Rotary Training Talk

November 2008

The *Club Officers' Kit*

Have you ever just wanted to order one [Club Rotary Foundation Committee Manual](#)? Now you can!

Go to shop.rotary.org and order each manual of the Club Officers' Kit separately.



District Leadership Seminars

Show Rotarians why they should get involved in Rotary beyond their own clubs by promoting your district's leadership opportunities during the district leadership seminar. The RI Board recommends holding this meeting in conjunction with the district conference. Download these support materials to conduct this seminar:

- [District Leadership Seminar Leaders' Guide](#) (248-EN)
- [Slides](#)

Your Voice, Your Solution

November Mailing

This month, the *Club Officers' Kit* (225-EN) was mailed to district governors-elect. It includes:

[Club President's Manual](#) (222-EN)

[Club Secretary's Manual](#) (229-EN), including [Club Treasurer section](#)

[Club Administration Committee Manual](#) (226A-EN)

[Club Membership Committee Manual](#) (226B-EN)

[Club Public Relations Committee Manual](#) (226C-EN)

[Club Service Projects Committee Manual](#) (226D-EN)

[Club Rotary Foundation Committee Manual](#) (226E-EN)

The manuals for club presidents and secretaries include updates from the 2007 Council on Legislation on the inside cover.



Respond to this month's problem: **How do you get your members involved in service projects?**

Add [Your Voice, Your Solution](#) to this real problem that many clubs face. This online case study will help Rotarians exchange solutions and ideas. At the end of the month, you and your fellow Rotarians will have generated a collection of best practices that can be used by club presidents for years to come.

Last month, many of you contributed your solution to the problem of how to describe Rotary in the time it takes to ride an elevator. [Read](#) your colleagues' solutions to this common problem.

Do you find this information sharing tool useful? [E-mail](#) us your comments.

RI Newsletters

RI and The Rotary Foundation produce [newsletters](#) on a variety of topics in many languages. These publications cover updates on a specific topic and best practices for club and district activities. Popular newsletters include [End Polio Now](#), [Membership Minute](#), and [Rotary PR Tips](#). Sign up for a newsletter that addresses your Rotary priority today! (English only)

December is Family Month

Celebrate Rotary's commitment to family in December! Bring together mothers, fathers, children, grandparents, aunts, uncles, cousins, and other members of your Rotary family to learn more about the organization. Consider having a special club event for family members to talk about service opportunities in the community that they and the club can address.



Training Tip

Quick Links

[Register Now](#)

[Training News](#)

[Rotary News](#)

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Using technology in training is becoming more desirable for trainers and participants. This is especially true when participants are geographically spread out or time is an issue. A webinar is a Web-based seminar that usually lasts no more than 60 minutes. Ensure that the webinar has a clear objective and concise information and that it's planned well in advance.

When hosting a webinar, consider the following tips to keep participants engaged:

- Speak clearly and loudly. Avoid sounding like you are reading.
- Insert a still photo of the person presenting. This makes the presentation more personal.
- Do an activity every three to five minutes. Activities can include having participants respond to a poll, write in a workbook, or ask questions.