

the GRAMMARIAN

Picking, Presenting, and Reporting on the WORD OF THE DAY

Match meeting's theme. Pick words rich in meaning that members will use in everyday life.

Make the word and definition LARGE and LEGIBLE. (minimum 60 pt. font on printed page)

Before the meeting starts, tape the word to the lectern or white board or both.

When at the podium: say the word, pronounce it, define it, and use it in a sentence.

Keep track of who uses the word during the meeting and in Table Topics.

IDEAS FOR WHAT TO REPORT ON DURING GRAMMARIAN'S REPORT

1. Find the Good

- a. Vocabulary – interesting, enriching words like *cathartic*.
- b. Alliterations – *he ate a lot of fatty, feel-good food*.
- c. Good adjectives (deep, beautiful, puffy, humid, warm, foreboding, blustery, etc.)
- d. Word pictures, transitions, puns, word play, metaphors, similes, etc.
- e. Use of good words and using them correctly.

2. Point out Improvements

- a. Refer to a dictionary for exact pronunciation.
- b. Colloquialisms – ya'll, gonna, wanna, 'old as the hills', 'there is more than one way to skin a cat', etc.
- c. Jargon – words hard to understand by those outside the profession or group.
- d. Dialect – e.g. New Yorker yelling, "Wassa madda wichoo?"
- e. *Buzzwords and overused words*.
- f. *Disconnected ideas*
- g. Ineffective wording, misused and misunderstood words or phrases.
- h. Tense consistency, active –vs- passive voice, incomplete or run on sentences, etc.
- i. Off color or offensive words.

3. Things to avoid

- a. Making someone look bad.
- b. Pointing out too many things about one person.
- c. "Should" and "shouldn't" statements.
- d. Don't mention something if you're unsure whether it was correct or not.
- e. "So", if over used, can be a filler word, but don't mistake its use as bad grammar.

4. Always a good idea

- a. Make general observations and avoid nit picking an individual.
- b. Make simple diction suggestions to ESL members instead of attacking their many mistakes. Consider talking to them in person or writing them a note instead of singling them out before the group. Compliment their success in English!