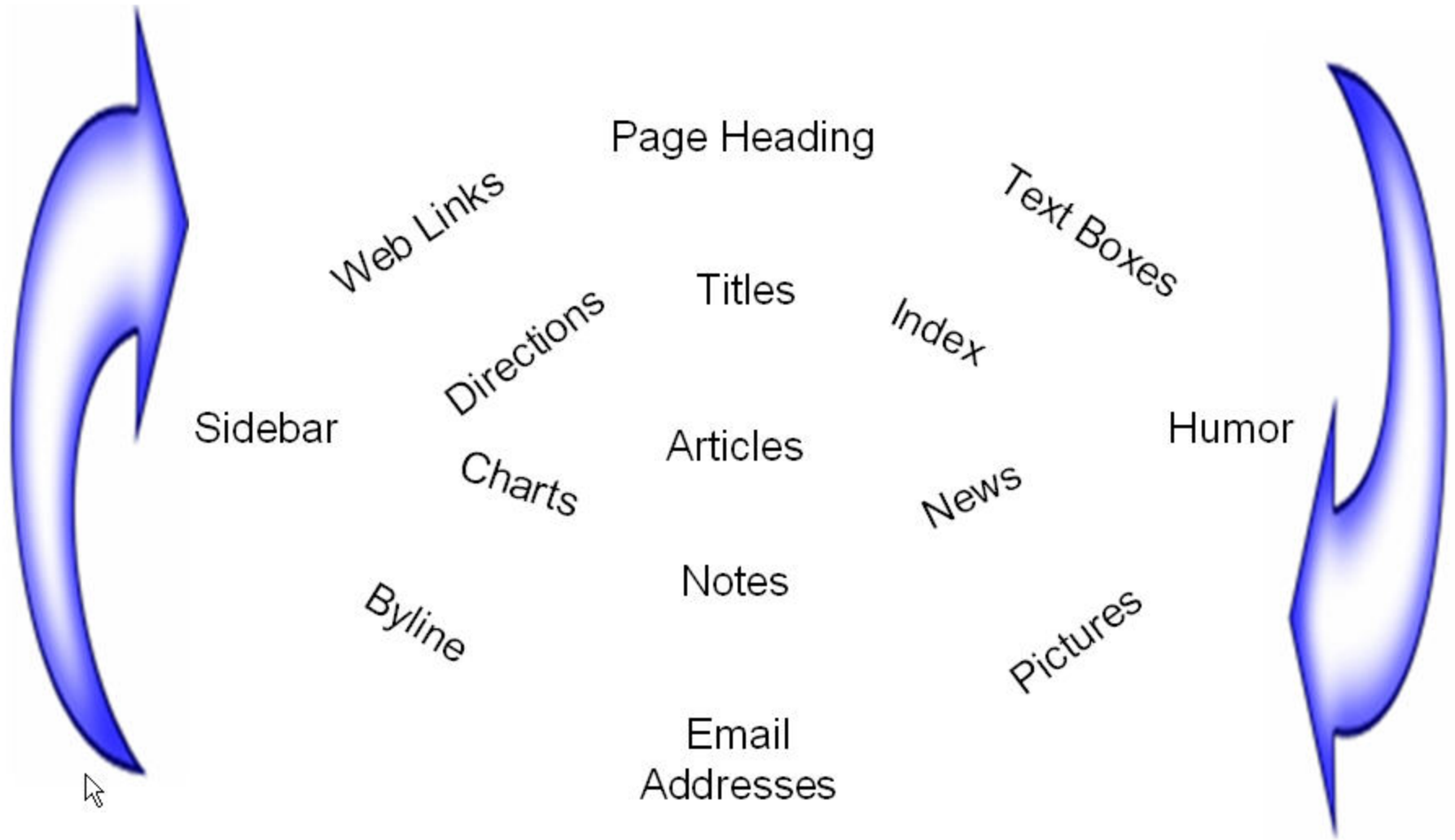


# So You Have to Make A Newsletter....

And have NO idea **how** to do it....



# What Newsletters CAN Have





# Samples

Adobe Acrobat - [Dist 10 June06Buckeye.pdf]

File Edit Document Tools View Window Help

Bookmarks  
Thumbnails  
Comments  
Signatures



*The Buckeye Newsletter*  
**District 10 Toastmasters**  
*Embracing the Future, Together*  
June 2006

### MESSAGE FROM THE DISTRICT GOVERNOR

The 2005/2006 year is coming to a close. I do not know where this year went. It seems like just last week we were starting the year and putting our plans together. Now, we're rushing to get everything done.

I am experiencing mixed emotions – happy that the year is almost over but also sad that it's coming to an end. Even though my extremely high expectations were not all met, we made a lot of progress.

Progress, that I hope we will continue. Please support and work with the incoming team to accomplish the objectives that they will be setting to lead the district even further ahead. Thank you all for ***Embracing the Future, Together*** with this year's team and helping to prepare future leaders.

We're getting close to achieving all the goals that Toastmasters International sets for Districts. The four areas to meet the Distinguished

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1 of 8 8.5 x 11 in

# Samples

Adobe Acrobat - [Embedded File]

File Edit Document Tools View Window Help

TOASTMASTERS INTERNATIONAL

**SPIRIT OF 60**  
Quarterly Newsletter

DISCOVERING  
District 60  
The Best in Others

District 60 Making Effective Communication and Leadership a Reality in Ontario Winter 2007

**A Message from our District Governor**

**The Toastmaster Year reminds me of traveling in the woods...**

To travel in the wilderness you need to have a plan, a map, and be ready to do a lot of hard work. Most important you need to have a direction. Always have a compass to make sure you are going in the right direction.

While traveling in the wilderness you rarely get to see the big picture, there you are surrounded by the rugged terrain, trees and wildlife and beauty all at the same time... To get any where you need to take a look at the map and set a goal. Then the work starts.

Rarely; but sometimes you get to have a view of the big picture. When you see the big picture you realize that you are part of the something extremely profound and special. Today you are part of something extremely profound and special. You see you are part of District 60 Toastmasters.

How do we describe our district? Our journey, indeed your journey, As a group, our plans include:

- 8000 or so members ( trees ) starts every year as a plan / goal
- Communicating to each member and

1 of 9 8.5x11 in



# Samples

Adobe Acrobat - [Embedded File]

File Edit Document Tools View Window Help

DISTRICT 4 TOASTMASTERS



www.d4tm.org



## THE FOURCASTER

Serving San Francisco, San Mateo, Santa Clara, Santa Cruz, San Benito and Monterey Counties of California

Volume 71, No. 4  
Spring 2006  
Gabrielle B. Dahms, Fourcaster Editor  
gdahms@sbcglobal.net

### Spring – A Time for Renewal and Growth

Dolores Bergen, DTM, Governor



Spring is here, and for many, it is a time to dust off cobwebs, a time for renewal, a time for reflection and a time for growth. I have heard that during the spring season people go out and do more things, join more activities to get out of the house - to feel more alive.

There are two and half months left in our Toastmasters year. Is it time for a personal renewal? Re-energize, reflect on what brought you to Toastmasters, your growth, why you enjoy club meetings, and share that with others. Next month on May 20<sup>th</sup>, at the Spring Conference we will be celebrating member and club achievements in the Hall of Fame.

*(Continued on page 2)*

Is this true? If so, let's take advantage of that! The Toastmasters program has a lot to offer people and we have two recent manuals to promote the

Also in this issue...

1 of 17 8.5 x 11 in

# Samples

Adobe Acrobat - [Embedded File]

File Edit Document Tools View Window Help

Bookmarks  
Thumbnails  
Comments  
Signatures

## The Oklahoma Toastmaster

District 16 Toastmasters <http://www.oktoastmasters.org/> December 7, 2007

### District 16 is Stepping Up to Success!

#### From the Governor


Wow, what a weekend. I just got home from the Fall Conference in Stillwater. We had a wonderful time. Beginning with the registration desk and the first timers challenge developed by First Timer Chair Kristen Cox, we were given a set of cards and asked to swap with everyone we could; this was a very effective ice breaker tool and Kristen you and your team are to be commended as many of the attendees shared with me that they really enjoyed this approach.

James Tucker the Division O Governor and his team put on an outstanding presentation on Friday night, if you weren't there you miss the best Friday fun night I have seen in the past 14 years and 22 conferences I have attended. The Christmas theme was beautiful, I have talked with several long time Toastmasters and none could remember when a Christmas theme was used. Arlene Shore the Immediate Past District Governor and Conference Chair had the perfect vision for this program.

Donna Grady and Kathy Skorvaga helped us be social in the Hospitality Suite (lots of fun and games).

The apex of the conference came when the banquet and the Humorous Speech contest started, wonderful food, fun and six of the District's finest humorous speakers battling out for first place. The third place trophy went to Wally Thrun, second place went to Sue Brooks and first place to Mike Boatman.

Arlene Shore and her team worked very well and brought about a fantastic conference.



Keith E. Trolinger, DTM  
District 16 Governor

[Thank you from Toastmaster Members](#)

1 of 6 8.5 x 11 in

# Samples

Adobe Acrobat - [D40 Success Times - Vol 2008, Nr 1]

File Edit Document Tools View Window Help

Bookmarks  
Thumbnails  
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## District 40 Success Times

January 15, 2008      District 40 Toastmasters in OH, KY, WV, IN      Vol 2008, Nr 1  
E-mail: [successtimes@d40toastmasters.org](mailto:successtimes@d40toastmasters.org)

### Welcome to the D40 Family:

#### Nationwide Rings Road Club

Club # 1015118  
At 5100 Rings Rd, Dublin, OH, 43017  
PH: 614-435-1732  
Meet: Noon, 2<sup>nd</sup>/4<sup>th</sup> Tue  
Criteria: Contact Club  
Charter Date: 9/11/2007

### New DTMs:

**Koti Sreekrishna**  
Miami Valley Innovation Center Club #9056  
Cincinnati, OH  
Area 35, Western Div  
Sept 30, 2007

**Keiderling, Sandra S.**  
Worthington Club #1028

### From the Guv'

**Bud Watkins, DTM, District Governor**


I hope you survived the Holidays and had as good a time through it as our family did. It is over now, and a new year has begun. January is that time when many make New Years Resolutions. What were yours? Lose some weight? Quit some habit? Become a better speaker? Maybe develop your listening skills or be a better Leader?

They say most resolutions are broken within the first 48 hours, but the good news is you can still develop those Speaking, Listening, and Leadership skills at your Toastmaster Club!

We are now in the Officer and Membership Training season. The Loop and Western Divisions held a great training session and Merle, Jamey and I have already been to training in Cincinnati. We hope to see **you** at training somewhere in the District very soon!

Contests in the club and Areas also are beginning. The Evaluation contest and the International speech contest are scheduled for this round. Someone said that by being in a contest is like 3 months of learning in your club. That being in an Area Contest is like an additional learning curve of 6 months, and going on to Division and District is worth a year in advanced Speaking skill. If you joined Toastmasters for those reasons get into the contest!!!

One of the chief officers of the Proctor and Gamble Corporation said recently at a special visit to one of their clubs, "A Leader has three things they must develop. Direction, Commitment, and



**Bud Watkins DTM  
District 40 Governor  
[bud\\_watkins@optibility.com](mailto:bud_watkins@optibility.com)**

Page 1 (1 of 7) 8.5 x 11 in

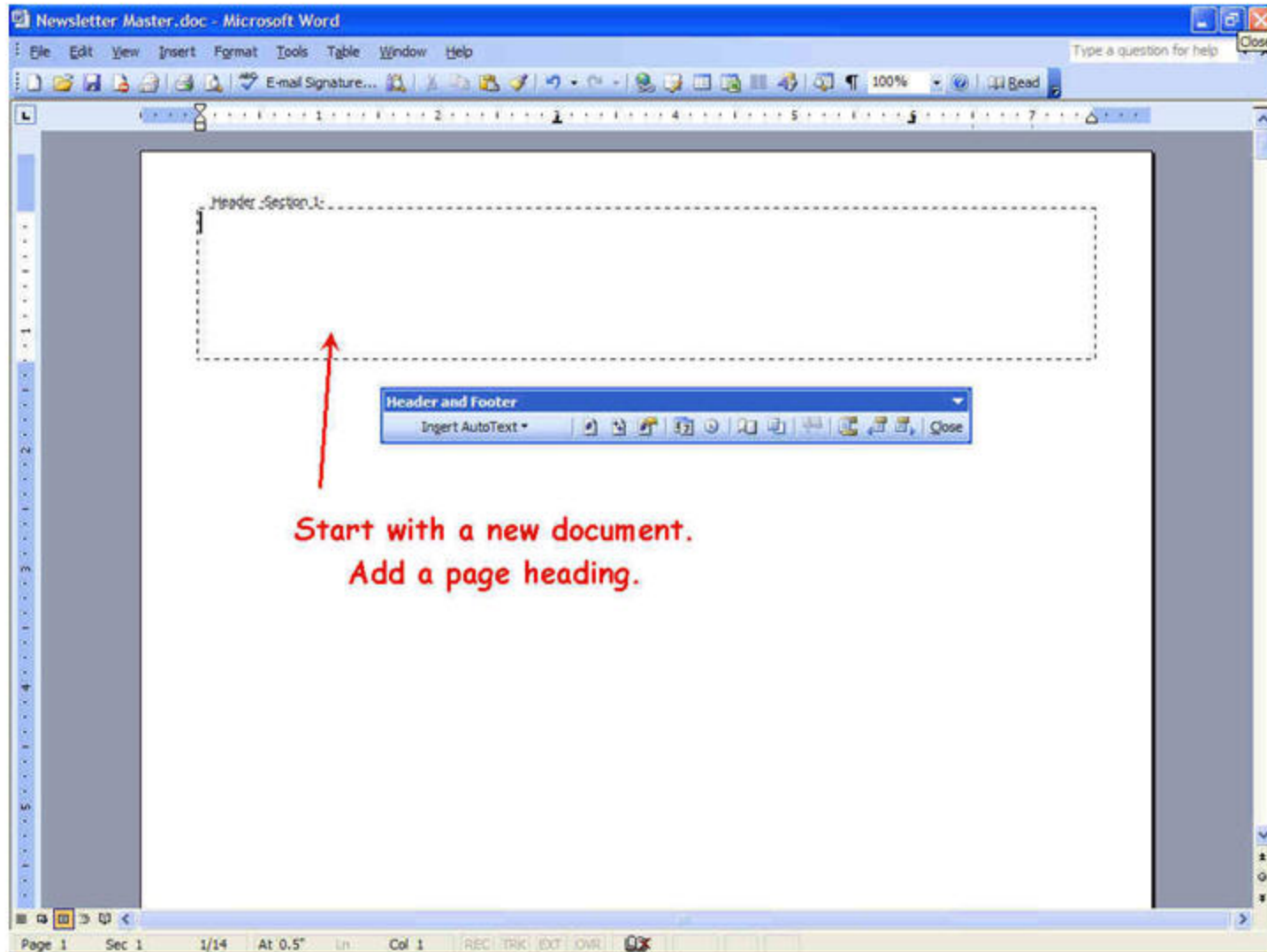


# How Do You Do It?

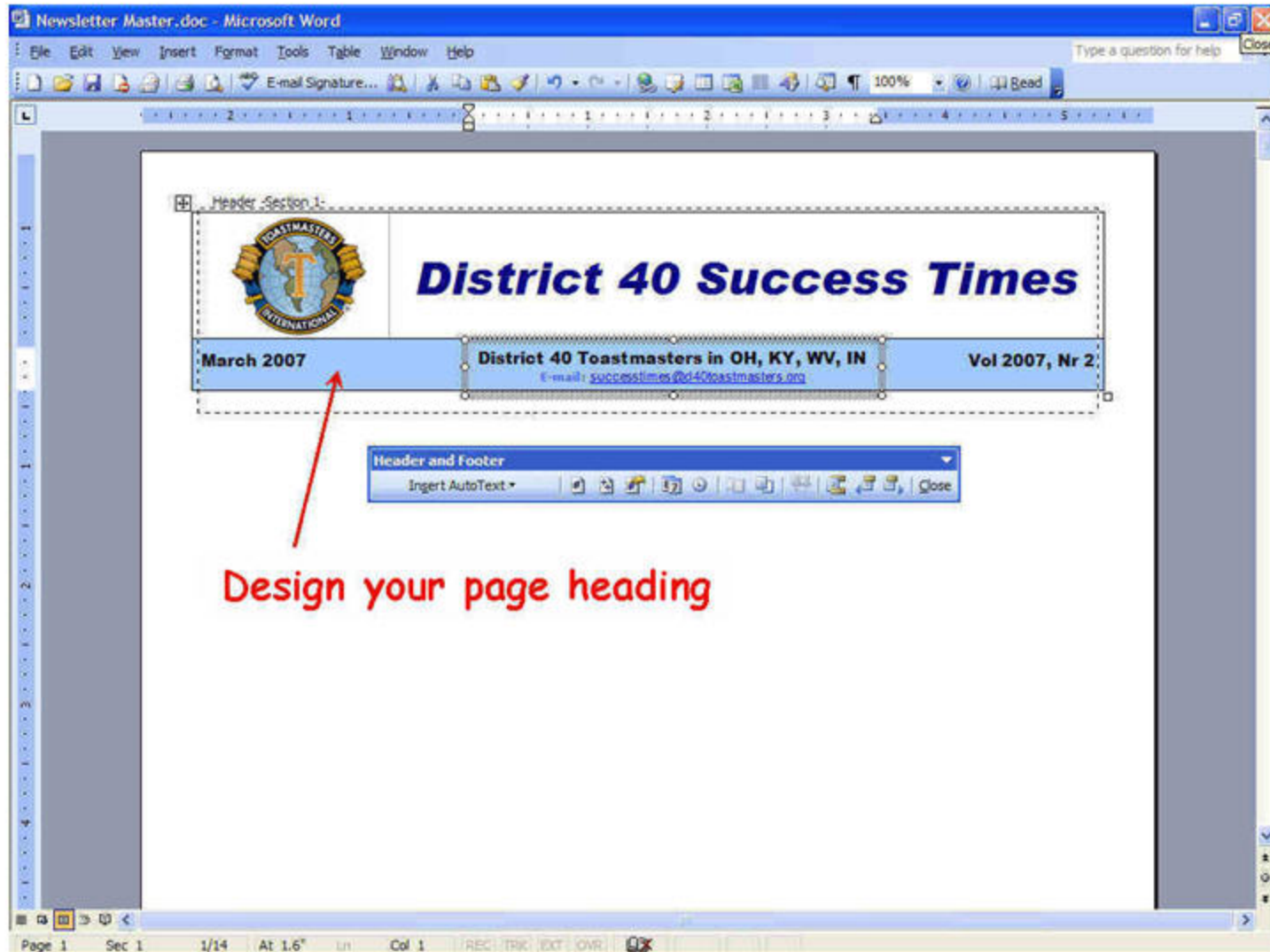
- Start with little pieces
- Put them together quickly
- Juggle pieces around
- Finalize format
- Look at the big picture



# The Process




# The Process



The screenshot shows a Microsoft Word window titled "Newsletter Master.doc - Microsoft Word". The menu bar includes File, Edit, View, Insert, Format, Tools, Table, Window, and Help. The toolbar contains various icons for document editing and a search box. The main document area displays a header section with a dashed border. On the left is the Toastmasters International logo. To its right is the title "District 40 Success Times" in a large, bold, blue font. Below the title is a blue horizontal bar containing the text "March 2007", "District 40 Toastmasters in OH, KY, WV, IN", and "Vol 2007, Nr 2". Below the bar is the email address "E-mail: [successtimes@td40toastmasters.org](mailto:successtimes@td40toastmasters.org)". A red arrow points from the text "Design your page heading" below the header to the blue bar. A "Header and Footer" task pane is open, showing "Insert AutoText\*" and a "Close" button. The status bar at the bottom indicates "Page 1", "Sec 1", "1/14", "At 1.6\"", "Ln", "Col 1", and "REC TRK EXT OVR".

Header -Section 1:

 **District 40 Success Times**

March 2007      District 40 Toastmasters in OH, KY, WV, IN      Vol 2007, Nr 2

E-mail: [successtimes@td40toastmasters.org](mailto:successtimes@td40toastmasters.org)

Header and Footer

Insert AutoText\*      Close

Design your page heading

Page 1    Sec 1    1/14    At 1.6"    Ln    Col 1    REC TRK EXT OVR



# The Process

Newsletter Master.doc - Microsoft Word

File Edit View Insert Format Tools Table Window Help

Type a question for help

100% Bead

TOASTMASTERS INTERNATIONAL

**District 40 Success Times**

March 2007 District 40 Toastmasters in OH, KY, WV, IN Vol 2007, Nr 2

[www.success-times.org](http://www.success-times.org)

Add a SideBar Text Box

Add main article area Text Box

Repeat the process, adding more pages for use later on as you get more and more copy.

Page 1 Sec 1 1/14 Alt Ln Col REC TRK EXT OVR

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Page 1 Sec 1 1/14 Alt Ln Col REC TRK EXT OVR

# The Process

The screenshot displays a Microsoft Word document titled "Newsletter Master.doc" with a standard menu bar and toolbar. The document content is a newsletter layout for "District 40 Success Times".

The layout includes:

- A logo for "TOASTMASTERS INTERNATIONAL" on the left.
- The title "District 40 Success Times" in a large, bold, blue font.
- A light blue horizontal bar containing the text: "March 2007", "District 40 Toastmasters in OH, KY, WV, IN", and "Vol 2007, Nr 2". Below this bar is the email address "E-mail: [successtimes@df40toastmasters.org](mailto:successtimes@df40toastmasters.org)".
- A section titled "From the Guv'" with the byline "Bud Watkins, DTM, District Governor".
- A portrait photo of Bud Watkins, a man in a suit and yellow tie.
- A caption below the photo: "Bud Watkins DTM", "District 40 Governor", and "[bud\\_watkins@optibility.com](mailto:bud_watkins@optibility.com)".

Two red arrows point to the text and photo sections, with the following labels:

- "Text Box with Byline" pointing to the "From the Guv'" and byline text.
- "Text Box with Photo" pointing to the photo and its caption.

The status bar at the bottom shows "Page 1", "Sec 1", "1/14", "At 2.1\"", "Ln 1", "Col 1", and "REC TRK | EXT | OVR".

# The Process


Newsletter Master.doc - Microsoft Word

File Edit View Insert Format Tools Table Window Help

Type a question for help

100% Bead

1 2 3 4 5 6 7

 **District 40 Success Times**


March 2007 District 40 Toastmasters in OH, KY, WV, IN Vol 2007, Nr 2  
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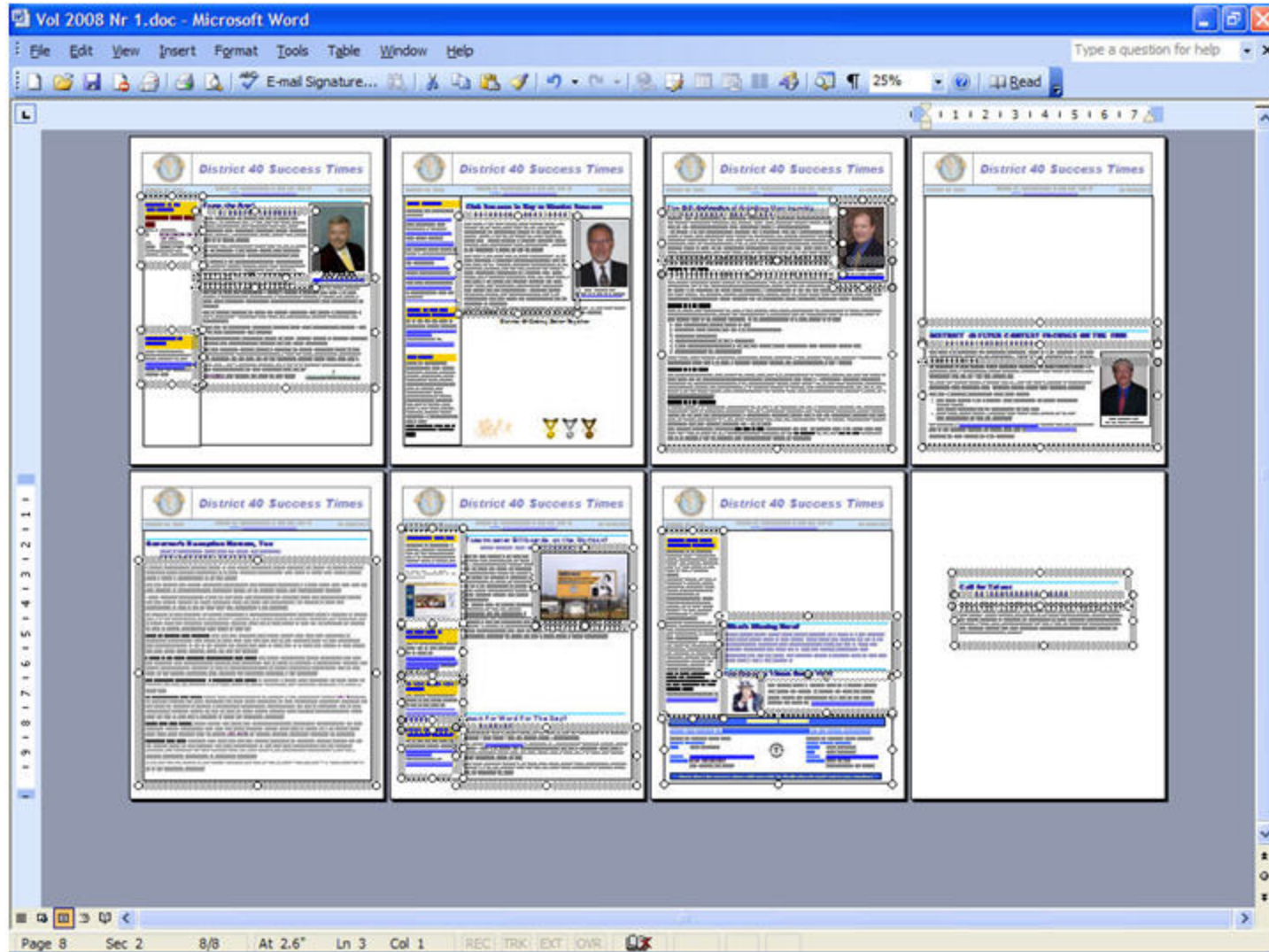
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**Text Boxes with article**

Page 1 Sec 1 1/14 At 2.1" Ln 1 Col 1 REC TRK EXT OVR



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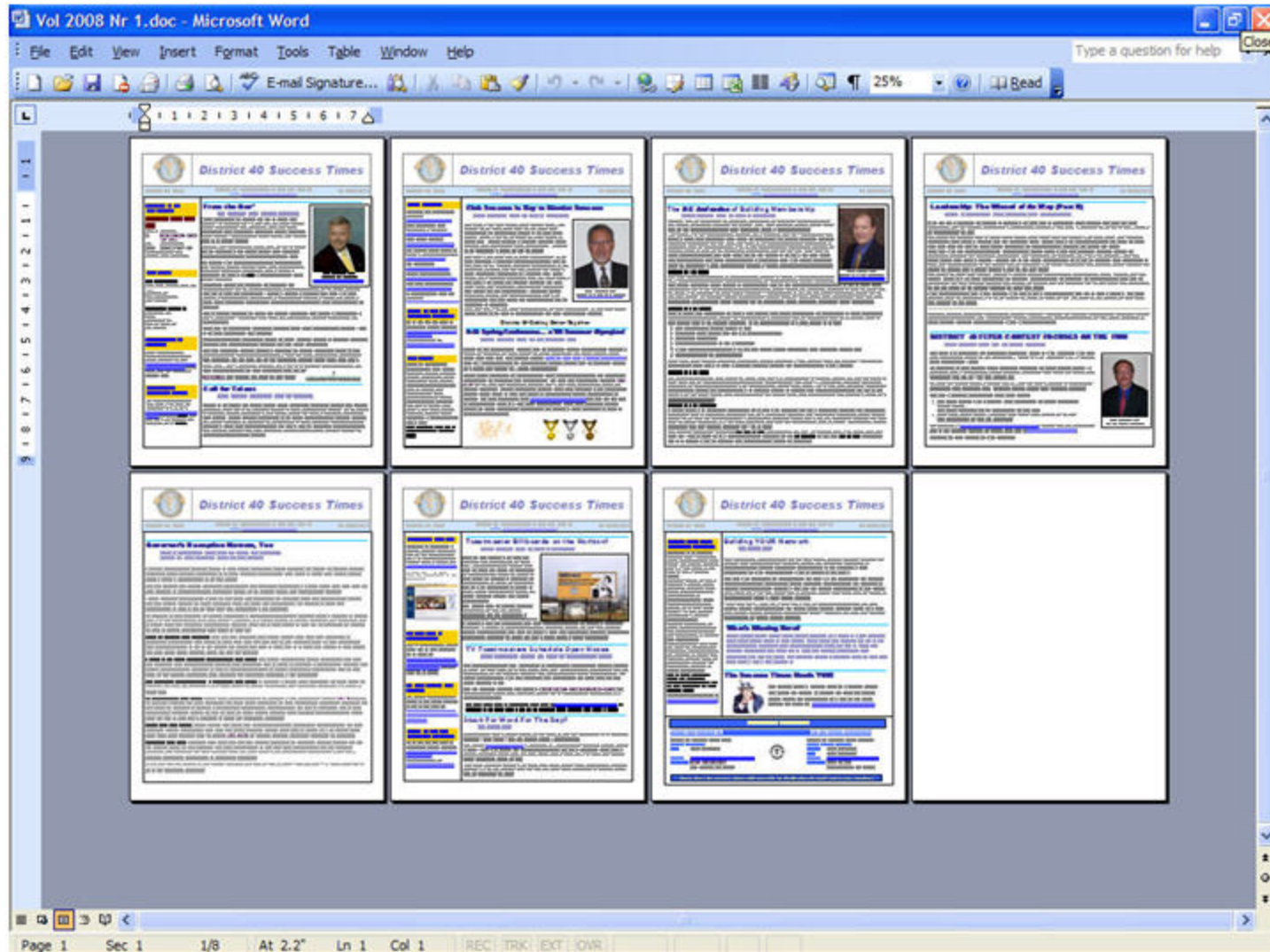


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# Final Product



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Page 1 (1 of 7) 8.5 x 11 in

# So You Have to Make A Newsletter.....

If the mind can conceive and  
believe...the mind can achieve.

