



**TOASTMASTERS**

**PATHWAYS**

— learning experience —

# PATHWAYS

Base Camp 101: Session 7

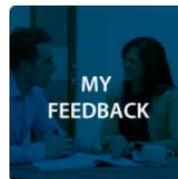
Brent J Anderson, DTM – Pathways Ambassador and Guide

# Session 7 Content

Scheduling a Speech Outside Your Club  
Completing a Speech Outside Your Club  
Accessing the Pathways Mentor Program

# **Scheduling a Speech Outside Your Club**

Select My Education Transcript.



**WELCOME TO BASE CAMP**

Base Camp is your gateway to the Toastmasters Pathways learning experience. Base Camp is where you access your educational materials, your education transcript, interactive projects and other useful tips, tools and resources. If you are new to Base Camp, select the blue Navigating Base Camp tile to learn more.

My Education Transcript	
	Action
Explore My Profile Overview	Launch
Feedback and Recognition Overview	Launch
Innovative Planning	Open Curriculum
Master Q&A Log	Inactive
Pathways Guide Tasks	Open Curriculum

Suggested Education
No suggested training

Select Add External Training from the Options menu.

script

your progress here.

on to access the projects on your path. **View the Work in My Projects Overview tutorial** to learn how

below to access completed or archived items.

adjacent to the Launch button, choose View Training Details and select Move to Archived Transcript in

on your internet service provider and the country you live in. **Some projects on Base Camp may take longer to load than**

transcript, **ensure that your pop-up blocker is turned off.**

Types ▾

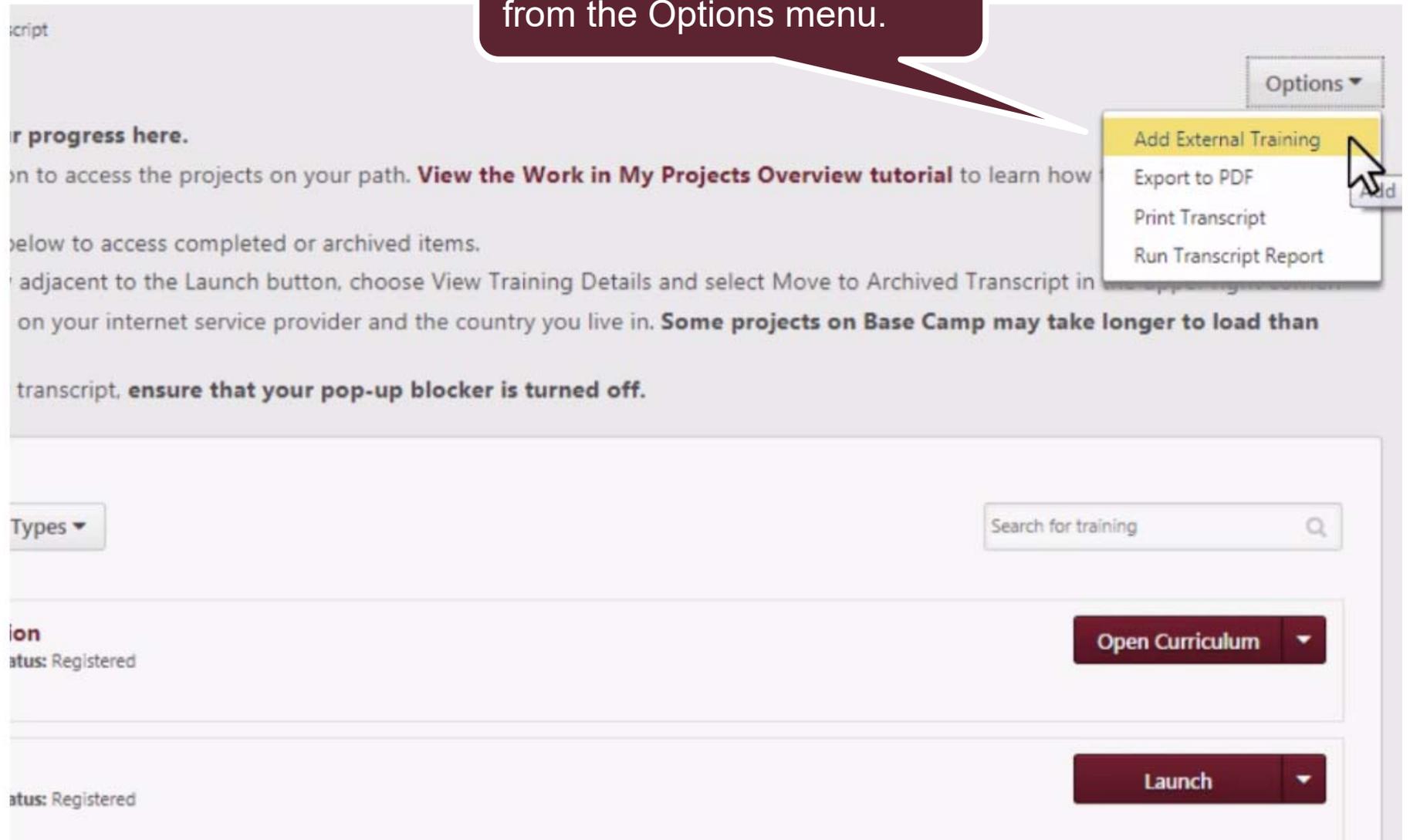
Search for training 🔍

ion  
atus: Registered

Open Curriculum ▾

atus: Registered

Launch ▾

The image shows a screenshot of a web application interface. At the top right, there is a button labeled 'Options' with a downward arrow. A dropdown menu is open, showing four options: 'Add External Training' (highlighted in yellow), 'Export to PDF', 'Print Transcript', and 'Run Transcript Report'. A mouse cursor is pointing at the 'Add External Training' option. A dark red callout box with a white border and a pointer to the menu contains the text 'Select Add External Training from the Options menu.' Below the menu, the page content includes a search bar with the placeholder text 'Search for training' and a magnifying glass icon. There are also two buttons labeled 'Open Curriculum' and 'Launch', each with a downward arrow. The text 'ion' and 'atus: Registered' is visible on the left side of the page.

External training is designed to help you complete an assignment outside of your home club. You need approval to complete an assignment in another club or outside of the Toastmasters environment.

To request and complete an assignment outside of your home club, follow these steps:

- Complete all fields on this form and select Submit.
- This request will be forwarded to your vice president education.
- When your vice president education approves this request, you will receive a notification.
- When you have finished your assignment, mark external training complete on your transcript.
- Your vice president education will receive an automatic notification to validate your assignment.
- When they have validated it, the external training will appear as complete on your transcript.

**View the "Scheduling a Speech Outside of Your Club" tutorial for an example.**

\* = Required

Language

English (US) ▾

Fill out the form. First section is a brief description of your assignment. Second section is your plan for completing the assignment. Third section is the group you will work with or present to.

**Brief assignment description for your transcript: \***

Work with a small group to collaborate on a decision or project and present a speech about the process.

**Describe your plan for completing this assignment: \***

I am working with a team at work to complete a project for our marketing group. Once the decision is made, I have to present a plan for the project, including our process for defining our goals and plan, to the executive team.

**Specify who you will present to or work with: \***

Project team at work,

Continue filling out the form. Enter start and completion dates.  
Select your Path. Select Your Project.

Indicate the start and completion dates: \*

11/2/2016



12/2/2016



Path: \*

Team Collaboration ▾

Project: \*

Successful Collaboration ▾

Planned location for completion of your assignment: \*

Select ▾

Attachment(s):



Drag and drop files here or [Select a file](#)

Cancel

Submit

Specify who you will present to or work with: \*

Project team at work.

Indicate the start and completion dates: \*

11/2/2016



12/2/2016



Path: \*

Team Collaboration ▾

Project: \*

Successful Collaboration ▾

Planned location for completion of your assignment: \*

Select ▾

✓ Select

In a club other than my home club

Outside of Toastmasters



Select the location where you will be completing this project in another Toastmaster club, or Outside of Toastmasters.

Drag and drop files here or

Select a file

Cancel

Submit

Specify who you will present to or work with: \*

Project team at work.

Indicate the start and completion dates: \*

11/2/2016



12/2/2016



Path: \*

Team Collaboration ▾

Project: \*

Successful Collaboration ▾

Planned location for completion of your assignment: \*

Outside of Toastmasters ▾

Attachment(s):

Drag and drop files here or

Select a file



Cancel

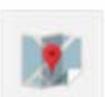
Submit

Attach supporting files if needed,  
then click the submit button.

Active ▾ By Title ▾ All Types ▾

Search for training

Search Results (3)

	<b>Team Collaboration</b> Due: No Due Date Status: Registered	Open Curriculum ▾
	<b>The Navigator</b> Due: No Due Date Status: Registered	Launch ▾
	<b>Work with a small group to collaborate on a decision or project and present a speech ab...</b> Due: No Due Date Status: Pending Approval	View Training D... ▾

The external training appears in your transcript. Until a Base Camp Manager approves the request it will show Pending Approval.

Active ▾ By Title ▾ All Types ▾

Search for training  

Search Results (3)

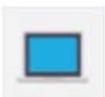
	<b>Team Collaboration</b> Due: No Due Date Status: Registered	Open Curriculum ▾
	<b>The Navigator</b> Due: No Due Date Status: Registered	Launch ▾
	<b>Work with a small group to collaborate on a decision or project and present a speech ab...</b> Due: No Due Date Status: Registered	Withdraw ▾

If approved your request status will change to Registered.

Active ▾ By Title ▾ All Types ▾

Search for training

Search Results (3)

-  **Team Collaboration**  
Due: No Due Date Status: Registered Open Curriculum ▾
-  **The Navigator**  
Due: No Due Date Status: Registered Launch ▾
-  **Work with a small group to collaborate on a decision or project and present a speech ab...**  
Due: No Due Date Status: Registered Withdraw ▾  
Withdraw  
View Training Details

To view comments left by the Base Camp Manager click on View Training Details.

Work with a small group to collaborate on a decision or project and present a speech about the process.

› Edit External Training

 Move to Archived Transcript

#### Training Details

Training Type: External Training  
Describe your plan for completing this assignment: I am working with a team at work to complete a project for our marketing group. Once the decision is made, I have to present a plan for the project, including this assignment:  
Status: Registered  
Due Date: None  
Language: English (US)  
Specify who you will present to or work with: Project team at work.  
Indicate the start and completion dates: 11/2/2016- 12/2/2016  
Path: Team Collaboration  
Project: Successful Collaboration  
Planned location for completion of your assignment: Outside of Toastmasters  
Attachment(s):  Attachments

Click on Approval History drop down arrow.

Approval History 

Modification History 

Work with a small group to collaborate on a decision or project and present a speech about the process.

» Edit External Training

 Move to Archived Transcript

#### Training Details

Training Type: External Training

Describe your plan for completing this assignment: I am working with a team at work to complete a project for our marketing group. Once the decision is made, I have to present a plan for the project, including our process for defining our goals and plan, to the executive team.

Status: Registered

Due Date: None

Language: English (US)

Specify who you will present to or work with: Project team at work

Indicate the start and completion dates: 11/2/2016- 12/2/2016

Path: Team Collaboration

Project: Successful Collaboration

Planned location for completion of your assignment: Outside of Toastmasters

Attachment(s):  Attachments

#### Approval History

Registered by CLUB 01510190 (01510190) on 11/2/2016 12:27:39 PM

Approved by CLUB 01510190 (01510190) on 11/2/2016 12:27:38 PM Comments: Dear Toastmaster Tam, This sounds like a great opportunity for you. I have approved your training. Fumiko Jiro, Vice President Education

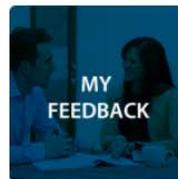
Requested by Spencer Tam (05321719) on 11/2/2016 11:50:28 AM Comments: Initial Request

\* Time Zone: (UTC-08:00) Pacific Time (US & Canada)

#### Modification History

# Completing a Speech Outside Your Club

Select My Education Transcript.



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My Education Transcript	
	Action
Explore My Profile Overview	Launch
Feedback and Recognition Overview	Launch
Innovative Planning	Open Curriculum
Master Q&A Log	Inactive
Pathways Guide Tasks	Open Curriculum

Suggested Education
No suggested training

Active ▾

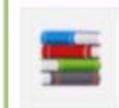
By Title ▾

All Types ▾

Search for training



Search Results (3)



### Team Collaboration

Due: No Due Date Status: Registered

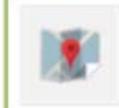
Open Curriculum ▾



### The Navigator

Due: No Due Date Status: Registered

Launch ▾



### Work with a small group to collaborate on a decision or project and present a speech ab...

Due: No Due Date Status: Registered

Withdraw ▾

Depending on the completion date you set the button will read Withdraw or Mark Complete

Active ▾ By Title ▾ All Types ▾

Search for training

Search Results (3)

	<b>Team Collaboration</b> Due: No Due Date Status: Registered	Open Curriculum ▾
	<b>The Navigator</b> Due: No Due Date Status: Registered	Launch ▾
	<b>Work with a small group to collaborate on a decision or project and present a speech ab...</b> Due: No Due Date Status: Registered	Withdraw ▾ Withdraw View Training Details

Click on the drop down and View Training Details.

Click on the Edit External Training text.

[▶ Edit External Training](#)



### Training Details

Training Type: External Training

Describe your plan for completing I am working with a team at work to complete a project for our marketing group. Once the decision is made, I have to present a plan for the project, including this assignment:: team.

Status: Registered

Due Date: None

Language: English (US)

Specify who you will present to or Project team at work.  
work with::

Indicate the start and completion 7/26/2017- 8/26/2017  
dates::

Path:: Team Collaboration

Project:: Successful Collaboration

Planned location for completion of  
your assignment:: Outside of Toastmasters

Attachment(s)::  Attachments

Transcript History

Modification History

Specify who you will present to or work with: \*

Project team at work.

Indicate the start and completion dates: \*

7/26/2017



7/31/2017



Path: \*

Team Collaboration ▾

Project: \*

Successful Collaboration ▾

Planned location for completion of your assignment: \*

Outside of Toastmasters ▾

Attachment(s):

Drag and drop files here or [Select a file](#)

Cancel

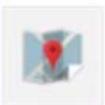
Submit

Attach any support files, update the completion date if necessary and click on submit.

Active ▾ By Title ▾ All Types ▾

Search for training

Search Results (3)

-  **Team Collaboration**  
Due: No Due Date Status: Registered Open Curriculum ▾
-  **The Navigator**  
Due: No Due Date Status: Registered Launch ▾
-  **Work with a small group to collaborate on a decision or project and present a speech ab...**  
Due: No Due Date Status: Registered Mark Complete ▾

Click on Mark Complete.

Active ▾

By Title ▾

All Types ▾

Search for training



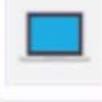
Search Results (3)



### Team Collaboration

Due: No Due Date Status: Registered

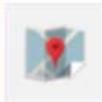
Open Curriculum ▾



### The Navigator

Due: No Due Date Status: Registered

Launch ▾



### Work with a small group to collaborate on a decision or project and present a speech ab...

Due: No Due Date Status: Pending Completion Approval

View Training D... ▾



The status will change to Pending Completion Approval.

Active ▾ By Title ▾ All Types ▾

Search for training

Search Results (2)



**Team Collaboration**

Due: No Due Date Status: Registered

Open Curriculum ▾



**The Navigator**

Due: No Due Date Status: Registered

Launch ▾

Once approved the request will be removed from your active transcript.

The screenshot shows a software interface with a filter dropdown menu open. The menu has three options: 'Active' (checked), 'Completed' (highlighted in yellow), and 'Archived'. A mouse cursor is pointing at the 'Completed' option. A callout box with a white border and a dark red background contains the text: "To view it you need to change filters to completed." The interface also includes a search bar labeled "Search for training" with a magnifying glass icon, and two buttons labeled "Open Curriculum" and "Launch", both with dropdown arrows. In the background, there is a card titled "The Navigator" with a blue icon and text: "Due: No Due Date Status: Re".

Completed ▾

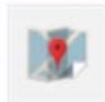
By Title ▾

All Types ▾

Search for training



Search Results (1)



**Work with a small group to collaborate on a decision or project and present a speech ab...**

Completed: 8/3/2017 Status: Completed

View Training D... ▾



Click on the View Training  
Details button.

Work with a small group to collaborate on a decision or project and present a speech about the process.

› Edit External Training

 [Move to Archived Transcript](#)

#### Training Details

Training Type: External Training  
Describe your plan for completing | am working with a team at work to complete a project for our marketing group. Once the decision is made, I have to present a plan for the project, including this assignment:: team. defining our goals and plan, to the executive  
Status: Completed  
Due Date: None  
Language: English (US)  
Specify who you will present to or Project team at work.  
work with::  
Indicate the start and completion 7/26/2017- 7/31/2017  
dates::  
Path:: Team Collaboration  
Project:: Successful Collaboration  
Planned location for completion of  
your assignment:: Outside of Toastmasters  
Attachment(s)::  Attachments

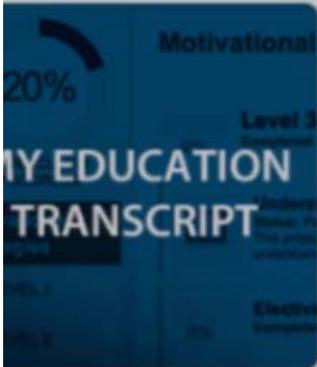
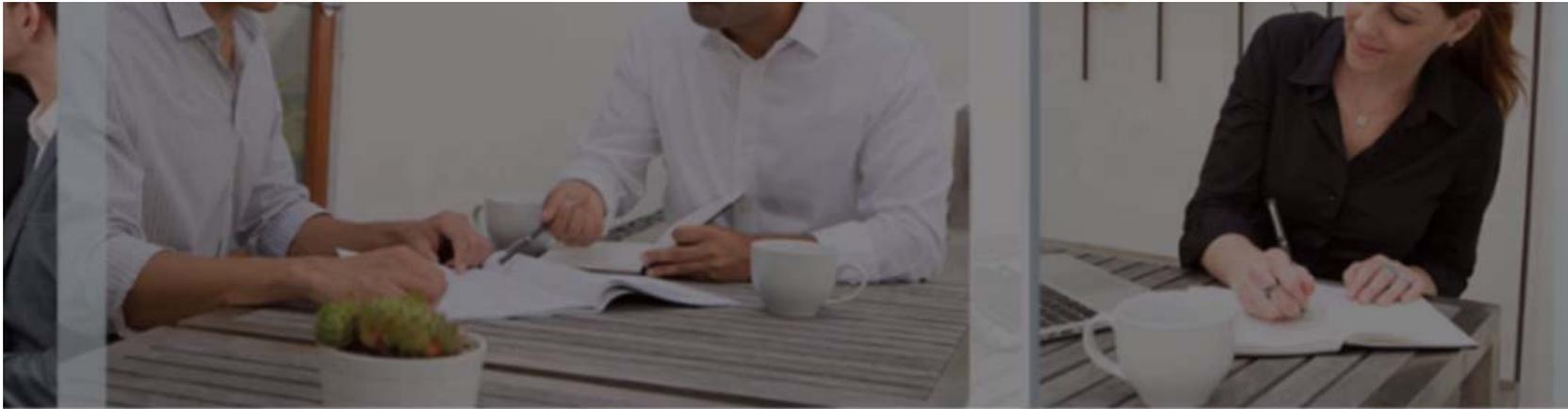
You can also move the request to your Archived Transcript by clicking on this link.

#### Transcript History

Status changed to Completed by Jessie Lester (jlesterADMIN) on 8/3/2017 4:42:27 PM  
Edited by Spencer Tam (04660038) on 7/31/2017 11:05:51 AM  
Registered by CLUB 1071457 (1071457) on 7/26/2017 2:33:44 PM  
Approved by CLUB 1071457 (1071457) on 7/26/2017 2:33:42 PM  
Requested by Spencer Tam (04660038) on 7/26/2017 2:33:07 PM Comments: Initial Request  
\* Time Zone: (UTC-08:00) Pacific Time (US & Canada)

#### Modification History

# **Accessing the Pathways Mentor Program**



rs Pathways learning  
our educational materials,  
and other useful tips, tools  
select the Navigating Base

### My Education Transcript

	Action
Motivational Strategies	Open Curriculum
The Navigi	
Tutorial Qu	
and Comp	Launch

### Suggested Education

[Pathways Mentor Program](#)

After completing Level 2, click on this link.



Training Details

## Training Details



**Pathways Mentor Program**  
Curriculum - Toastmasters International

**Request**

Click on the Request button.

Mentorship is an integral part of Toastmasters, with benefits that reach far beyond the club meeting. The Pathways Mentor Program is designed to help you build and reinforce the skills needed to provide a positive mentoring experience for protégés. The program is comprised of three projects that must be completed sequentially. The projects cover a range of topics from understanding your role as a mentor through a comprehensive assignment that includes a mentoring commitment lasting six months.

**Available Languages**  
English (US)

**Subjects**  
Mentoring

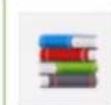
**Curriculum**

-  **Toastmasters Pathways Mentor Program**  
This resource provides an overview of the Toastmasters Pathways Mentor Program, along with important information about serving as a mentor.
-  **Prepare to Mentor**
-  **Mentoring**
-  **Advanced Mentoring**

Active ▾ By Title ▾ All Types ▾

Search for training

Search Results (4)



**Motivational Strategies**

Due: No Due Date Status: In Progress

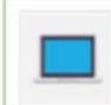
Open Curriculum ▾



**Pathways Mentor Program**

Due: No Due Date Status: Registered

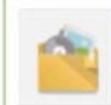
Open Curriculum ▾



**The Navigator**

Due: No Due Date Status: Registered

Launch ▾



**Tutorial Quick Reference Guide: Selecting and Completing Elective Projects**

Due: No Due Date Status: In Progress

Mark Complete ▾

The Pathways Mentor Program will be added to your transcript. Click on Open Curriculum



CURRICULUM PROGRESS

Pathways Mentor Program

Options ▾

Mentorship is an integral part of Toastmasters, with benefits that reach far beyond the club meeting. The Pathways Mentor Program is designed to help you build and reinforce the skills needed to provide a positive mentoring experience for protégés. The program is comprised of three projects that must be completed sequentially. The projects cover a range of topics from understanding your role as a mentor through a comprehensive assignment that includes a mentoring commitment lasting six months.

- Toastmasters Pathways Mentor Program**  
Status: Not Activated Due: No Due Date  
This resource provides an overview of the Toastmasters Pathways Mentor Program, along with important information about serving as a mentor. **Activate** ▾
- Prepare to Mentor**  
Status: Pending Prior Training Due: No Due Date
- Mentoring**  
Status: Pending Prior Training Due: No Due Date
- Advanced Mentoring**  
Status: Pending Prior Training Due: No Due Date
- Pathways Mentor Program Completion**  
Status: Pending Prior Training Due: No Due Date  
Use this resource to help you through the process of requesting that your vice president education approve your completion of the Pathways Mentor Program.

You now have access to the 3 Pathways mentor projects.

## Additional Information

**Member Since:**

2/1/2006

**Credentials:**

ACB

**Pathways Mentor:**

No

Once the program and your Path is completed your profile will change from No to Yes as a Pathways Mentor.

