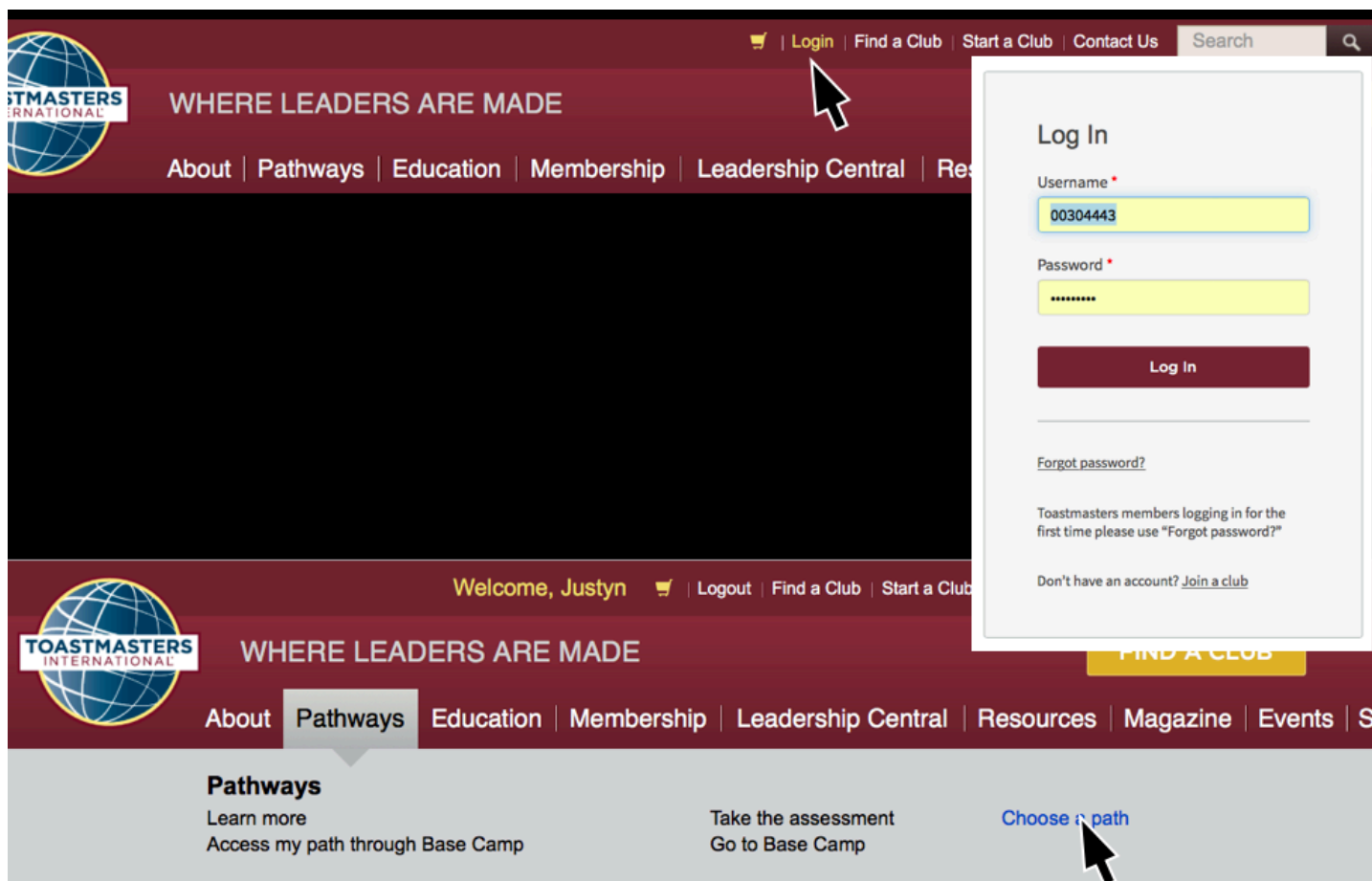


# Pathways *Fast Start* Cheat Sheet

## 1. Getting started, selecting a path

Login to <https://www.toastmasters.org>. You can use either your Customer Number or the email address you have registered at TI to login. If you haven't logged in before, click on "Forgot Password" to get instructions in your email.

Click Pathways, then click "Choose a path"



Then login (follow instructions to get a login if you don't have one)

On the Start Pathways screen, click middle box, "Continue to Path Selection" On the Choose Your Path screen, click Select Base Camp to select a path. Getting Printed materials is not recommended: costs an extra USD25, there are only a few Paths available, all optional projects are pre-selected and not changeable, the Assessment is not available to you.

If you are not computer literate, get a member how is to give you a hand to register and print out the projects for you.

*Paths\_and\_Projects\_Matrix\_\_2017.pdf* is a 2-pager that shows all Paths and Projects at each level. Here how can see what is unique in each Path.

*Pathways-Paths-and-Projects-Catalog-V2.1.pdf* is a clickable file that allows you to click on a Path to see whats in each Path & then click on a project to see a fuller description of the project.

Use these to help decide on a Path.

# I CHOOSE YOUR PATH

The first step in Pathways is to take the Pathways Assessment. This simple assessment will help you identify your interests and goals, and recommend the path that best fits your responses. You may be surprised and excited by the results!

Pathways is available online through Base Camp or in printed materials. View the comparison below to help you decide which choice is best for you. It will be available in the following languages: Arabic, French, German, Japanese, Portuguese, Simplified Chinese, Spanish and Traditional Chinese.

**Recommended**

Base Camp	Printed Materials
<b>\$20</b>	<b>Printed costs USD25</b>
<b>First Path Free!!</b>	

**Select 'Base Camp'**  
Takes you to the Assessment

**Select a Printed Path** (crossed out)

**Beware:**  
Limited Paths Available  
All Projects Pre-chosen  
< .5% are choosing printed paths

Select Base Camp | Select Printed Materials

Follow instructions to take the Assessment .

## RECOMMENDED PATHS

Select a language: English (United States)

- Dynamic Leadership**  
This path helps you build your skills as a strategic leader and negotiator. You will work through projects that focus on understanding leadership and communication styles, the effect of conflict on a group and the skills needed to defuse and direct conflict. Each project also emphasizes the development of strategies to facilitate change in an organization or group, interpersonal communication and public speaking. The Dynamic Leadership path culminates in a project focused on applying your leadership skills.
- Persuasive Influence**  
This path helps you build your skills as a persuasive communicator and leader. You will work through projects that focus on how to negotiate a positive outcome while building strong interpersonal communication and public speaking skills. Each project emphasizes the development of leadership skills for complex situations and how to create innovative solutions to solve challenges. The Persuasive Influence path culminates in a "High Performance Leadership" project of your design. Not available in printed materials.
- Effective Coaching**  
This path helps you build your skills as a positive communicator, leader and coach. You will work through projects that focus on understanding and building consensus, contributing to the development of others by coaching and establishing strong public speaking skills. Each project emphasizes the importance of effective interpersonal communication. The Effective Coaching path culminates in a "High Performance Leadership" project of your design. Not available in printed materials.

Additional Paths

**Click on one of the Paths if that is what you want**

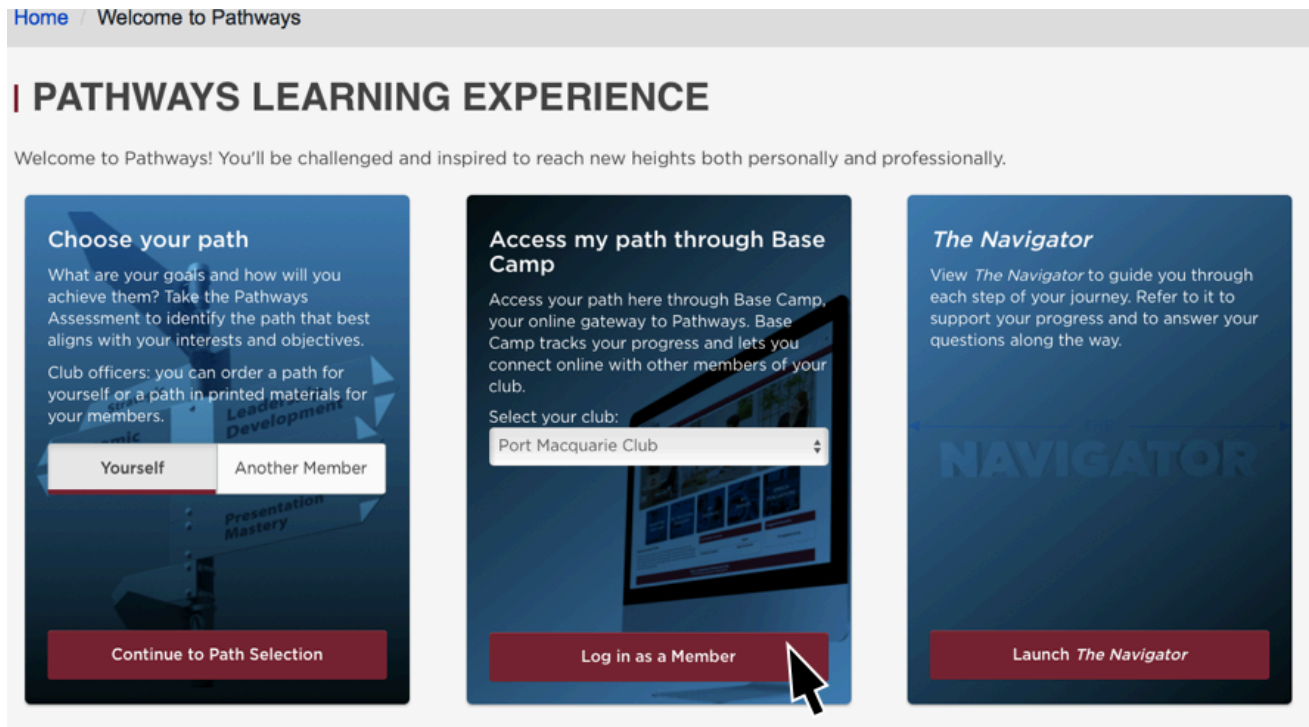
**Click on "Additional Paths" if none of the Paths are what you want**

Pick one of the suggested paths, Done!

You will get a confirming email from TI in a few minutes.

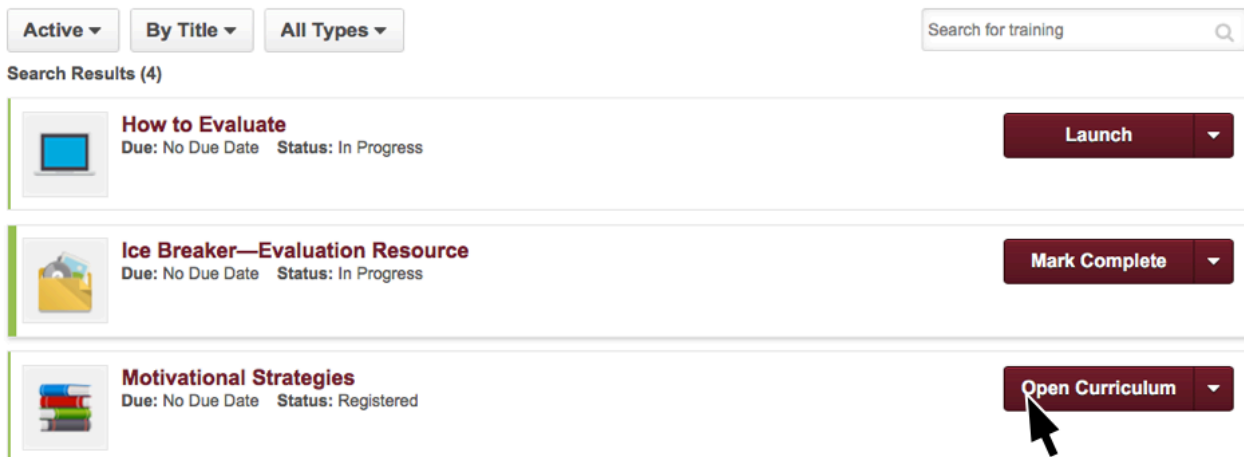
## 2. Starting Your First Project

Back to the Start Pathways screen, and click Log In as a member

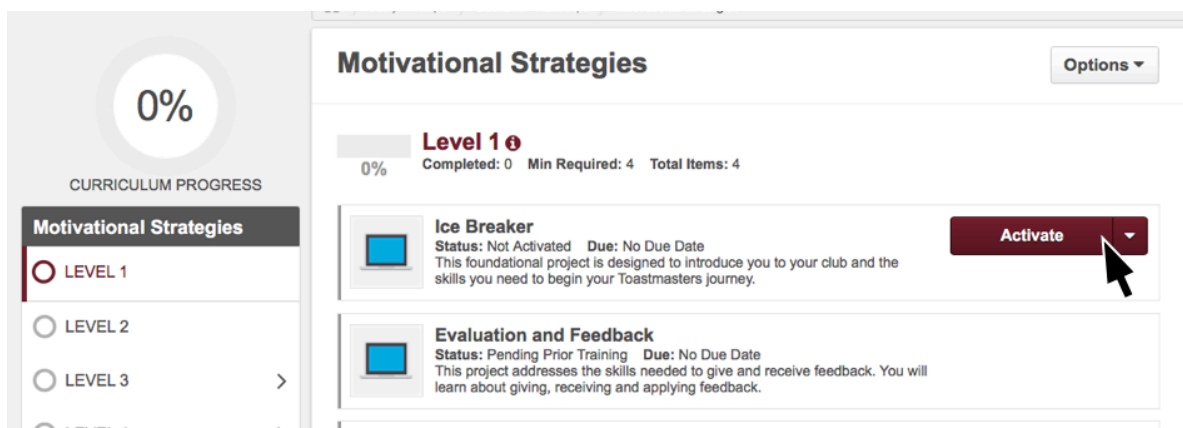


3. On your Pathways Home page, click My Education Transcript

On your Education Transcript page, click the Open Curriculum button beside the path you selected.



4. Your first project is the Ice Breaker; click Activate, then Launch button.

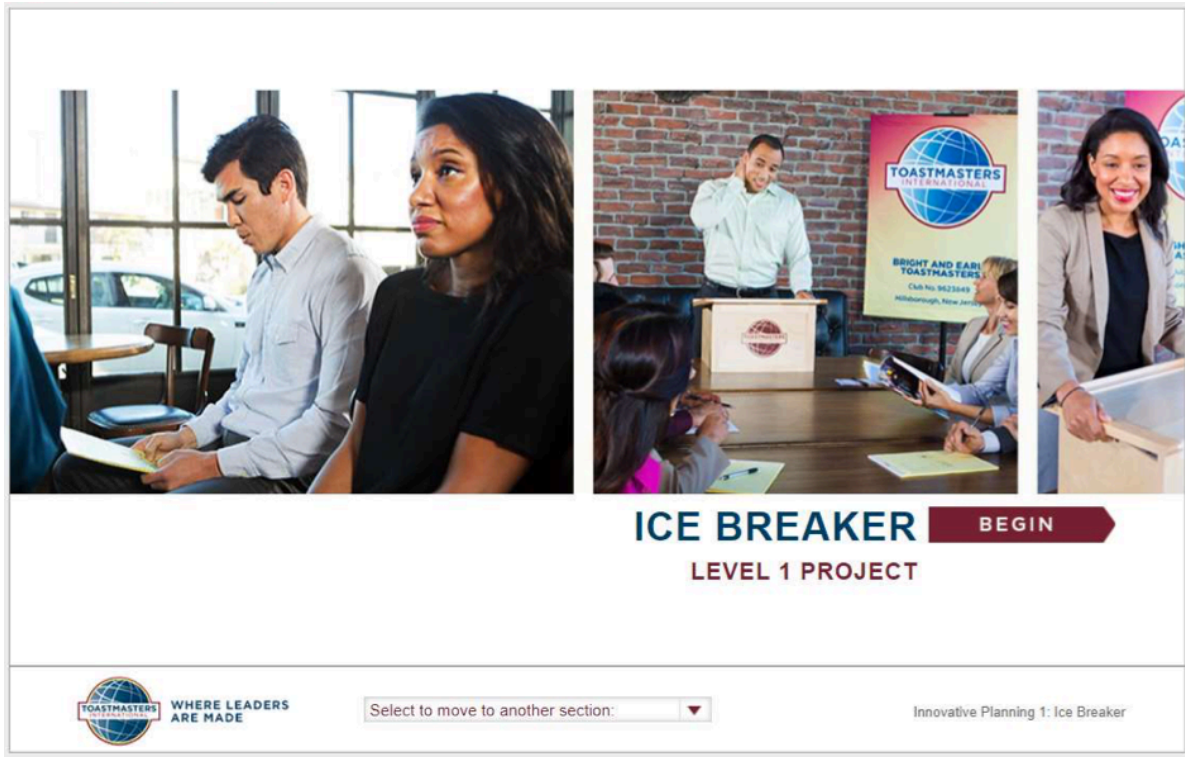


5.

6.

The project opens; increase the window size until you can see the navigation arrows at left and right.

Proceed with the project!




**ICE BREAKER** **BEGIN**  
LEVEL 1 PROJECT

TOASTMASTERS WHERE LEADERS ARE MADE

Select to move to another section: ▼

Innovative Planning 1: Ice Breaker

7.



Navigation  
Introduction  
Your Assignment  
Assess Your Skills—Before  
Competencies  
Success Begins with Accepting Feedback  
How to Receive Feedback  
How to Use Feedback  
How to be an Effective Evaluator  
Staying Positive  
When You Are Evaluating  
Review and Apply  
Complete Your Assignment  
Your Evaluation  
Assess Your Skills—After

**RESOURCES**

- [Evaluation Resource—First Speech](#)
- [Evaluation Resource—Second Speech](#)
- [Evaluation Resource—Evaluator](#)
- [Print My Project](#)

Directions ▲

8. There are a number of sections to the Ice Breaker Assignment as seen to the Left. Work your way through these.

9. One of the first sections contains a 'Project Checklist' to ensure you miss nothing. The IB only has 4 sections, other Projects are more complex.

10. When you come to the 'Resources',

print off (and/or save them as PDFs) the Project and the Evaluation Form which you will need to bring with you to the meeting.

11. The IceBreaker includes a 'Speech Outline Worksheet' to allow you to collect information and your thoughts and finally arrange your speech

12. Completing Evaluations: Print out the Evaluation sheet from the Project as you are working through it. Bring this along to the meeting for your evaluator to fill in.

(All evaluation resources are available to all members in Base Camp (Go to base camp Home, then click Evaluations to see all of them) Evaluations downloaded that way are PDF fillable forms.)

### **Typical scenario**

Speaker prints out evaluation resource, brings it to the meeting. Evaluator writes on it, gives it back to speaker at end of meeting Speaker then has choice to (a) save hardcopy or (b) scan & upload. No one else can upload to or see a member's documents!

### **Alternates**

Member emails evaluation resource or Evaluator downloads it Evaluator could fill in evaluation electronically and send back to speaker

## **4. Completing Projects and levels**

### **Member**

#### **Complete a project**

Re-open project, complete **Assess Skills-After**: No approval needed.

When you first opened your Path, only the Ice Breaker was available to open. When you complete the **Assess Skills-After** and submit it, the system marks this first project as done and allows you to see the remaining 2 projects in Level 1.

#### **Complete a level**

Run the "**Level Completion**" task. Note: if you are a member of a number of clubs, you need to be logged in as a member of the club you wish to get Credit for the Level Completion.

Notify your VPE and base camp managers – Level completion must be approved to see details of projects in next level Base Camp Manager (VPE, President or Secretary)

### **VPE (or Any Officer)**

Mark the member's level as Approved. (Member can now proceed to next level )

Submit Level award in Club Central (The two systems aren't linked (YET???)