Pathways Base Camp Cheat Sheet
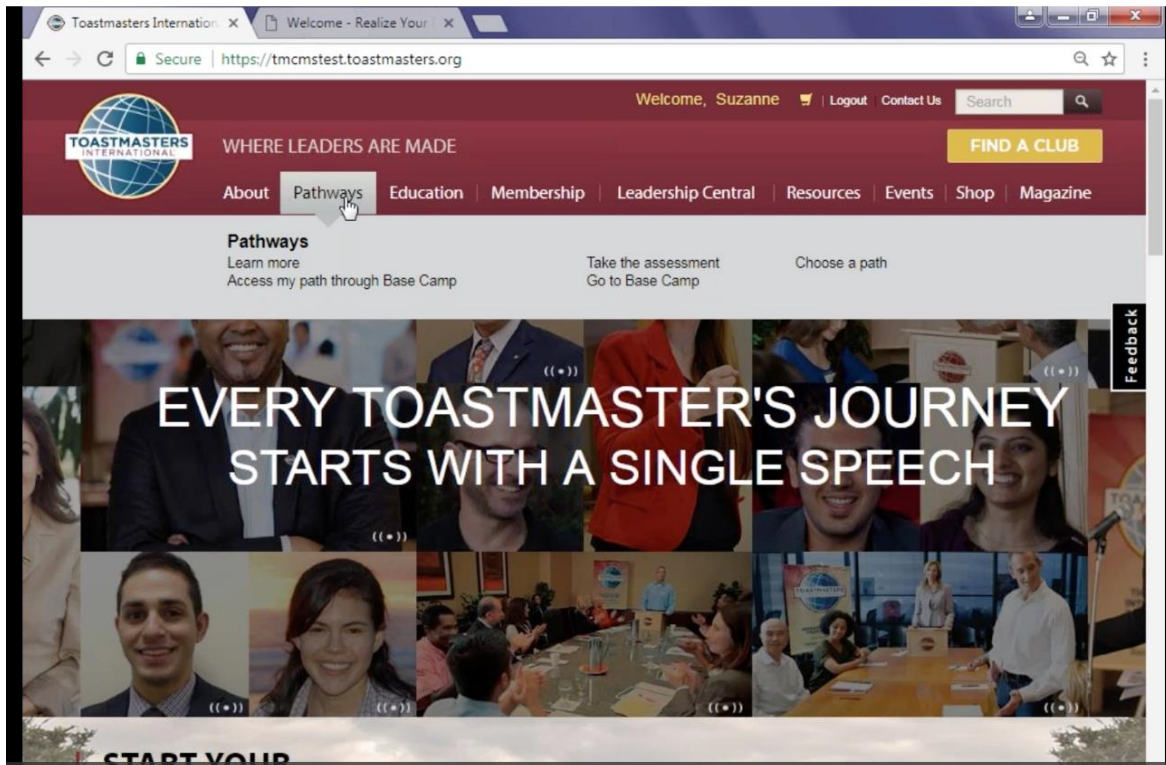
1. Getting started, selecting a path
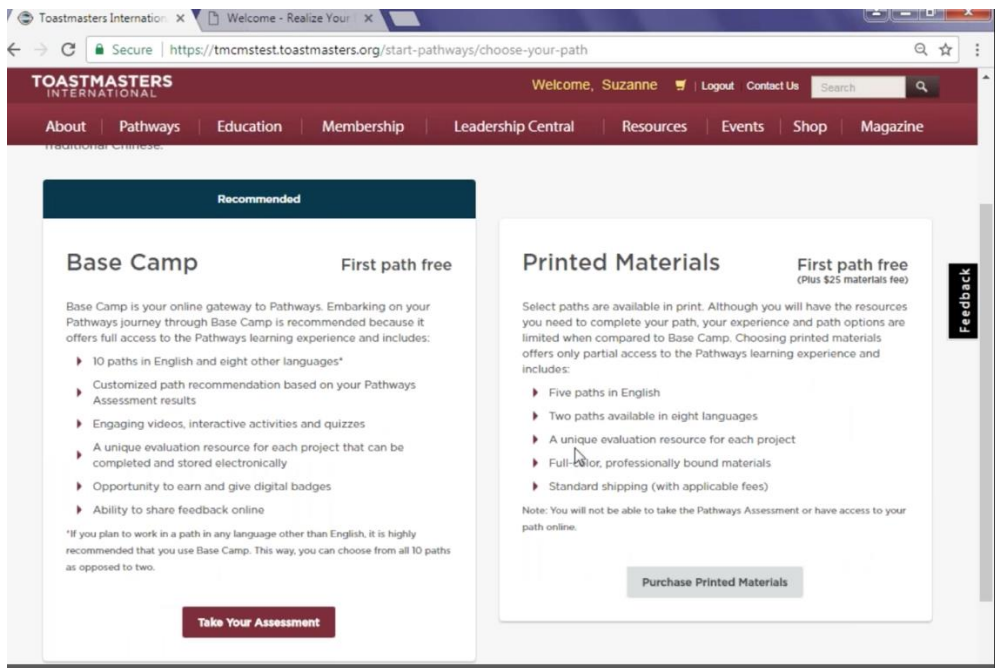
   On **www.toastmasters.org**

   Log in (follow instructions to get a login if you do not have one).

   Click on the Pathways button to get the Pathways menu screen.
   Select **Take the assessment** menu option

   Select either Base Camp or Printed materials option (additional fee payable for print)

Follow instructions to take the Path Assessment.

☐ Pick one of the suggested paths or choose a totally different path.

☐ Done!

2. Starting Your First Project

Go back to the **Pathways** screen and click Log In as a member.
On **your** Pathways Home page, click **Access my path through Base Camp**.
You can then indicate your home club before logging in to Base Camp via Access my path through Base Camp
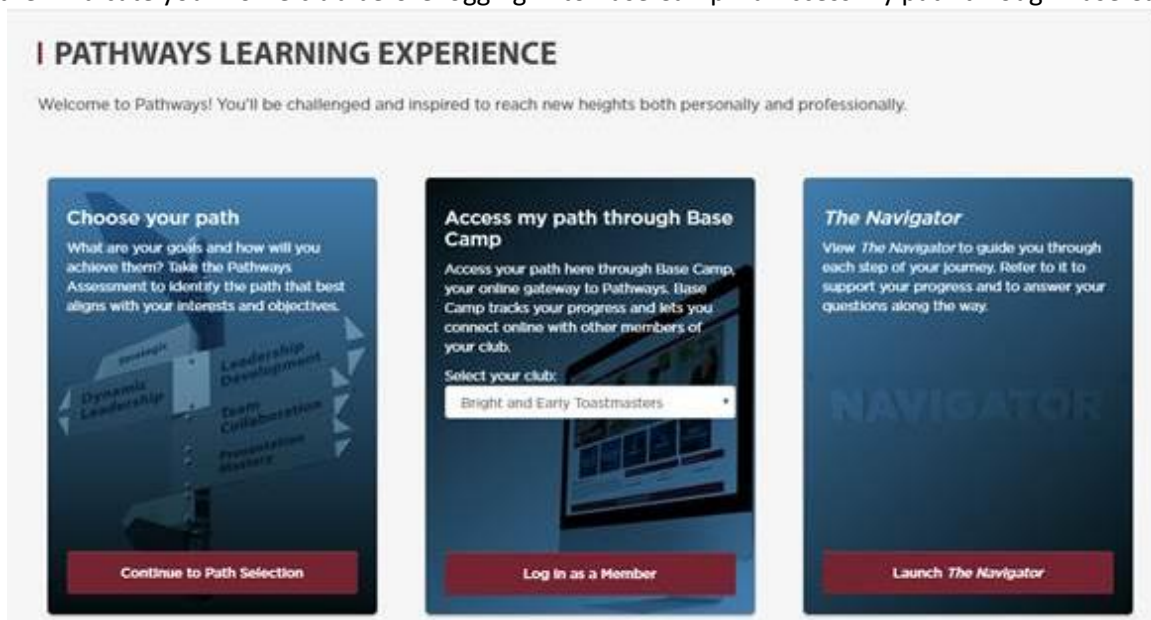
Adapted from D57 Pathways Base Camp Cheat Sheet, v 2.0, George Marshall,

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

Your first project is the Ice Breaker. **Click Activate**, then **Launch** buttons.

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

Proceed with the project!

3. Completing Evaluations

All evaluation resources are available to all members in Base Camp (Go to Base Camp Home, then click Speech Evaluations to see all of them). Evaluations downloaded this 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 and upload.   No-one else can upload to or see a member's documents!

Alternatives

> Speaker emails evaluation resource or Evaluator downloads the form. Evaluator can complete the evaluation form electronically and return/email to the speaker.

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4. Completing Projects and levels

Member

      Complete a project

            Re-open project, complete Assess Skills After.

            No approval needed.

      Complete a level

            Run the "Level Completion" task.

            Notify your Base Camp Managers (VPE, President and Secretary)

            – Level completion must be approved to see details of

              projects in the next level

Base Camp Manager (VPE, President or Secretary)

      One of you needs to mark the member's level as

      Approved.

      Member can now proceed to next level.

VPE (or any Officer other than SAA)

      Submit Level award in Club Central.