

DEMONSTRATION

A demonstration:

- ✓ is doing.
- ✓ is showing how. *As you show how, you tell how.*
- ✓ is where you make something or do something. There is a final product.

Posters and Slides: A minimum of four posters or slides should be used. Additional posters or slides are acceptable and encouraged. If double sided boards are used, they count as two posters. The posters should address the following points:

1. Introduction / Title
2. Materials
3. Process
4. Summary

Visual Aids: Visual aids are encouraged. Handing out flyers and samples should not cause a distraction to other presentations. Product labels should be limited to generic names and product names should be covered. The work area and table space used for the presentation should be used to the speaker's best advantage.

Length: The presentation can range in length from three minutes for an individual primary presentation to 15 minutes for a senior individual or team presentation. The complexity of the topic and the age of participants should dictate the appropriate length. Exceeding 15 minutes in length does not result in disqualification but will be considered when evaluating the presentation.

Number of Presenters: An individual presentation is delivered by one speaker. A team presentation is delivered by up to three speakers. Team members should divide work and speaking parts equally. An uneven distribution of work or speaking parts will impact the evaluation. They are evaluated as a team.

Questions: Anyone may ask questions. Evaluators ask questions first. Time for questions may be limited.

Note Cards: Speakers may not use notes. Posters and/or visual aids should provide any necessary prompting.

Attire: Appropriate attire for the occasion. Costumes may be used.

Other: Speakers are strongly encouraged to relate the presentation to their current 4-H project work or 4-H activities or spark. If the speaker is questioned concerning the relation of the presentation to a 4-H activity and the presentation is not based on a 4-H activity, the speaker should connect the presentation to a club, project based 4-H presentation program, or 4-H experience.





DEMONSTRATION

Date

Location	<input type="checkbox"/> Club/Unit <input type="checkbox"/> County <input type="checkbox"/> Section/Region <input type="checkbox"/> State <input type="checkbox"/> Other			
County			Title	
Member Name			Age	
Member Name			Age	
Member Name			Age	

A. Technical Requirements: Following the 4-H Presentation Manual Guidelines Total Possible: 4

Requirement:	Not met (0 points)	Met (1 point)	Points
1. Minimum number of posters (4)?	No	Yes	
2. Length was within 3-15 minutes?	No	Yes	
3. Notes used?	Yes	No	
4. Appearance: Appropriate attire and speaker is well groomed	No	Yes	

B. Content: The purpose of the presentation and the information and ideas presented Total Possible: 8

5. Content was appropriate (suitable) for the presenter's ability	(0 pts) Too basic for ability	(0 pts) Too advanced for ability	(1 pt) Within acceptable margins for ability	
6. Speaker demonstrated knowledge of the content	(0 pts) Lack of knowledge demonstrated		(1 pt) Full knowledge of content demonstrated	
7. Speaker demonstrated skill with the equipment and materials	(0 pts) Lack of skill demonstrated		(1 pt) Full skill demonstrated	
8. Breadth and depth of evidence (references) used in the presentation	(0 pts) No references presented		(1 pt) At least one reference presented	(2 pts) Two or more references presented
9. Responses to questions	(0 pts) Speaker not able to answer questions	(1 pt) Speaker able to partially answer questions	(2 pts) Speaker able to fully answer questions	
10. Purpose of demonstration accomplished effectively	(0 pts) No finished product		(1 pt) Conclusion demonstrated a finished product	

C. Structure: The framework that organizes the content Total Possible: 13

11. Introduction: An opening device; personal introduction; states purpose	(0 pts) No	(1 pt) Included one aspect	(2 pts) Included two aspects	(3 pts) Included all aspects	
12. Body: Following steps in logical orders; smooth transitions; maintains interest	(0 pts) No	(1 pt) Included one aspect	(2 pts) Included two aspects	(3 pts) Included all aspects	
13. Conclusion: Includes summary, resources, and asks for questions	(0 pts) No	(1 pt) Included one aspect	(2 pts) Included two aspects	(3 pts) Included all aspects	
14. Presentation was well-structured (organized) to help audience understand and remember ideas	(0 pts) Steps not followed in a logical order	(1 pt) Presentation structured adequately	(2 pts) Speech was highly structured and planned		
15. Presentation gained and held audience interest	(0 pts) Audience interest was not maintained	(1 pt) Interest was held for the majority of the speech	(2 pts) Interest was held for the entire speech		

D. Mechanics of Presenting: How the speaker uses voice and body to present content Total Possible: 12

16. Verbal: Projection; tone; speech rate; vocal variety	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use of verbal devices to convey content	
17. Non-verbal: Facial expressions; gestures to reinforce important points	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use of non-verbal devices to convey content	
18. Work area and visual aids (posters/slides)	(0 pts) Distracting and disorganized	(1 pt) Helpful to convey content	(2 pts) Intentional, organized work area; clear, effective visual aids		
19. Eye contact with the audience	(0 pts) No eye contact	(1 pt) Some eye contact	(2 pts) Sufficient eye contact		
20. Poise and confidence	(0 pts) Speaker did not appear confident	(1 pt) Speaker appeared somewhat poised and confident	(2 pts) Speaker appeared poised and confident		

(Possible 37) Total Score: