



## **Getting 4-H'ers Involved in Public Presentations**

Public Presentations are used in 4-H by both leaders and members as ways of sharing information, teaching poise and gaining self-confidence. "Show me how," "Let me see how you do that," and "I'll show you how" are methods used to teach others the skills we have learned.

### **Objectives of the 4-H Public Presentation Program**

Through giving public presentations, 4-H members learn to:

- Express themselves clearly and convincingly.
- Organize their ideas and present them in a logical order.
- Research subjects.
- Develop confidence in themselves.
- Emphasize the major points of a presentation through the use of visuals and/or examples.
- Listen to the opinions of others.

You have the opportunity to help 4-H members develop confidence, poise, self esteem, stage presence, and knowledge. You can also help 4-H members view public presentations as a non-threatening and useful part of the overall 4-H experience.

With your guidance, members will learn that:

- They have valuable information to share with others.
- Judging is a learning tool.
- The more public speaking they do the better they will become.
- They can organize and prepare an interesting and informative presentation.

### **Types of Presentations**

#### **Demonstration**

A demonstration is a planned presentation that puts words into action. It teaches others how to do something by showing and explaining. The presenter describes what he or she is doing and completes a product using actual ingredients or tools. Usually, at the conclusion of a demonstration, the finished product is available for the audience to see, touch, feel, or taste.



## Illustrated Talk

An illustrated talk tells how something is done and must include visuals. In an illustrated talk, flip charts, posters, pictures, slides, flannel board, chalkboard, or PowerPoint presentations are used. There is no finished product. An illustrated talk is fundamentally the same as a demonstration, except that visual aids are used instead of having an actual product.

## Formal Speech

A formal speech is a presentation of a speech written by the participant or a noted individual. It is given from memory, with brief notes, or with an outline on index cards used as an aid. Visuals are not used to illustrate the information being presented. The subject of the speech should be of great interest to the presenter. Its purpose should be to stimulate thought or present a point of view.

## Performing Arts

Performing arts public presentations incorporate dramatics (monologues), oral interpretation of literature, creative movement and dance, musical performance (instrumental and vocal), and puppetry. Performing arts categories can be presented as an individual or as a team of two. The presenter introduces the performing art, performs, and concludes with an opportunity for audience questions.

## Main Parts of the Presentation

There are three main parts to every presentation:

- *Introduction:* The purpose is to tell what the topic is, why it was selected, and to capture the audience's attention.
- *Body:* The body of the presentation is the major part of the presentation. It develops the objectives, emphasizes key points, and tells why they are important. It is the doing part of all presentations.
- *Summary:* During the summary, the 4-H member has one last chance to review the main points. They should restate the purpose, summarize the major points, and be brief and clear.

## Time Limits

The length of a presentation may vary for each age group. Here are suggested time requirements: 3-5 minutes for younger members and first time participants, 5-8 minutes for older members and those with some experience, 8-15 minutes for members in the 8th-13th grade. Specific time requirements for the county presentations will be set by the county 4-H office.

## Where to Give Presentations

- Local 4-H meetings
- County and State presentation contests
- Community Events: mall expos, fairs, county 4-H events
- Schools: classrooms, parent-teacher groups, career days
- Community Service Clubs: Lion's Club, Rotary, Knights of Columbus, VFW



## How Leaders and Parents Can Help

1. Encourage your 4-H'ers to give public presentations.
2. Be sure they attend the county 4-H workshop, "How to Give a Public Presentation". If your county does not provide a workshop, plan a club workshop.
3. Use the presentations materials available from your county 4-H office to teach your 4-H'ers how to research and organize a presentation.
4. Assist in gathering facts from local resources.
5. Provide necessary information and equipment.
6. Encourage them to do their own work.
7. Listen to their presentation. Help them Practice, Practice, Practice.
8. Give positive feedback and make constructive suggestions. Building "Self-Confidence" is key.
9. Arrange for them to give presentations to additional audiences such as libraries, afterschool groups, other 4-H clubs and service organizations.
10. Recognize 4-H'ers accomplishments through verbal praise, certificates, or other small prizes.

## Evaluating Public Presentations

Public presentations given at county and state public presentation events are evaluated by a set of criteria using the Danish Judging System. Participants are given numerical scores and/or ribbons. Score sheets can be obtained from your county 4-H office.

## Non-Scored Evaluation

A public presentation can be evaluated by offering constructive feedback and positive reinforcement without giving scores or ratings. This method should always be used with 4-H Cloverbud members and can also be offered to first timers or other less experienced 4-H members.

## New Jersey State 4-H Public Presentations Day Event

Each year in early June, 4-H members from all over the state come to the Cook/Douglass Campus in New Brunswick to participate in the State 4-H Public Presentations Day Event. In order to be eligible to participate a member must be in the 8th-13th grade, must have received an excellent rating in their county event, and must do a presentation 8-15 minutes in length. Presentations are judged, and ribbons and special prizes are awarded

*Revised by Macy Compton.*

*Written by Elva Parker, Betty Ann Smith, and Donna Woody.*



## *Did You Know...*



In 1924 the 4-H Clover Emblem was patented. In 1939, Congress passed a law protecting the 4-H Name and Emblem. The Secretary of Agriculture has responsibility for the 4-H Name and Emblem. It is protected under US Code "18 USC 707" and may only be used with prior permission.

*For more information on New Jersey 4-H, please visit [www.nj4h.rutgers.edu](http://www.nj4h.rutgers.edu).*

Cooperating Agencies: Rutgers, The State University of New Jersey, U.S. Department of Agriculture, and County Boards of Chosen Freeholders. Rutgers Cooperative Extension, a unit of the Rutgers New Jersey Agricultural Experiment Station, is an equal opportunity program provider and employer.