

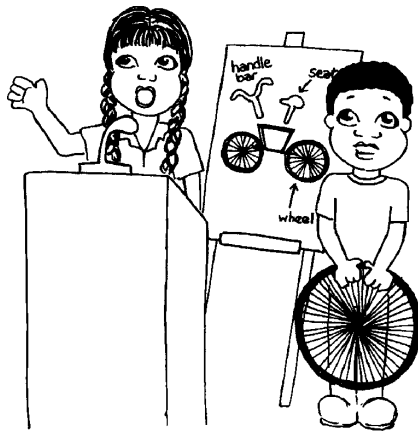
New
Jersey **4-H**

Leader Training Series



Getting 4-H'ers Involved in Public Presentations

Objectives of the 4-H Public Presentation Program



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.

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

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Demonstration

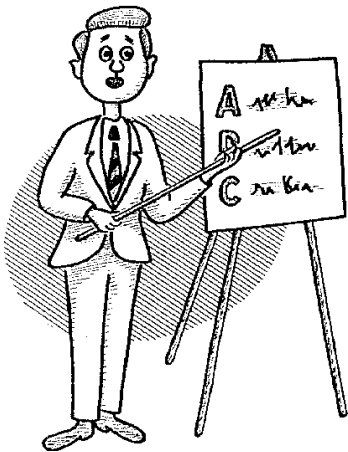
A demonstration is a planned presentation by one or more 4-H member which teaches through showing and explaining. The 4-H member describes what he or she is doing and completes a product using actual ingredients, tools, etc. Usually, at the conclusion of a demonstration, the finished product is available for the audience to touch, taste, feel, or test.

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 transparencies 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 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 and group scenes), oral interpretation of literature, creative movement and dance, musical performance (instrumental and vocal), and puppetry. Most of the performing arts categories can be presented as a solo or group presentation. The presenter introduces the performing art, performs, and concludes with an invitation for audience feedback.

Main parts of the Presentation

There are three main parts to every presentation:

- **Introduction:** A good introduction should tell what the topic is, why it was selected and get the audiences attention.
- **Body:** The body of the presentation is the major part - the “meat” 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:** The summary is the last chance the 4-H member has to put the main ideas across. It should restate the purpose, summarize the major points made, and be brief and pertinent.

Time Limits

The length of a presentation may vary for each age group. Here are suggested time requirements: 3-5 minutes for younger

Where to Give Presentations

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.

- Local 4-H meetings
- County and State presentation contests
- Public Locations: shopping malls, fairs, other county 4-H events
- Schools: members' classrooms, parent-teacher groups, etc.
- Service Clubs

How Leaders and Parents Can Help

- 1) Encourage your 4-H'ers to give public presentations.
- 2) Use the presentations materials available from your county 4-H office to help teach your 4-H'ers how to write a presentation.
- 3) Be sure your 4-H'ers attend a county public presentation workshop. If your county does not offer a workshop, plan a club workshop.
- 4) Help gather the necessary information and equipment.
- 5) Encourage 4-H'ers to research facts at local resource sites. Provide transportation to those sites, such as the library.
- 6) Encourage 4-H'ers to do their own work.
- 7) Listen to their presentation—practice, practice, practice.
- 8) Give positive comments and make constructive, positive suggestions. **SELF-CONFIDENCE IS THE KEY.**
- 9) Arrange for 4-H'ers to give presentations to additional audiences, such as at libraries, after school groups, other 4-H clubs, public events, service organizations, etc.
- 10) Recognize 4-H'ers accomplishments through verbal praise, as well as items such as certificates and small tokens or prizes.

Evaluating Public Presentations

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

The Judge's Role

The **most important role** that a **judge** plays is that of a **teacher**. Since judging occurs as a “teachable moment,” it provides an ideal opportunity for feedback to help 4-H members improve their work. At the same time, judges need to be aware that they are members of a teaching team that includes volunteer leaders, parents, and county 4-H staff. As members of that team, judges have the responsibility to support and reinforce the learning that has occurred throughout the project year. Judges need to relate well to young people, offering constructive feedback and positive reinforcement to facilitate the learning process.

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 Prep members and can be offered to first timers and other less experienced 4-H'ers.

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.

Helpful Resources

For further information, contact your county 4-H office for a copy of the following:

4-H Member Guide on How to Make a 4-H Public Presentation, Rutgers Cooperative Extension.

Leaders' Guide for Teaching 4-H Public Presentations, Rutgers Cooperative Extension.

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