

How to Prepare for a 4-H Demonstration



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Become well informed about your subject. Good background material will give you confidence. Be sure your information is accurate and up-to-date. It's a good idea to discuss the subject with people who have had experience with it. Select a catchy title which denotes action, and plan your demonstration. List the steps and processes you plan to show and discuss. Outline what you need to say in explaining each step. List the materials and equipment you will need. Plan and make visual aids which will add to the clearness and effectiveness of your presentation. Be sure print is large enough to be readily seen by your audience.

ASSEMBLE YOUR EQUIPMENT

Equipment should be practical, not showy and elaborate. Limit your supply to what you actually need to use; an oversupply tends to clutter your work area. When practical, use transparent equipment through which the audience can see. An overhead mirror may aid the audience in seeing the demonstration. If used, practice with it so that you know that it helps the audience to see. Use trays for supplies and for messy articles as greasy tools and soiled dishes. Arrange equipment so it is most convenient for you, but remember to keep the working space in front of you clear so the audience can see what you are doing at all times. Group equipment as much as possible; it is easier to use, looks neater, and attracts less audience attention. Keep hand or paper towels and sponge handy to use if needed. Practice your demonstration enough to have your subject well in mind and until you can work with your equipment smoothly and easily.

PLAN YOUR APPEARANCE

Dress appropriately for the job you have to do. Clothes should be clean, well pressed, and attractive. Team members present a good appearance when dressed as near alike as possible. Be well groomed. Advanced care should be given hair and hands. Food demonstrators should wear hair net or band to keep hair in place. Practice good posture - stand, walk, and act like the ideal club member.

HOW TO PRESENT A 4-H DEMONSTRATION



The demonstration should include three distinct parts: an introduction, presentation, and conclusion.

The Introduction: Your Interest-getter:

If you have not been introduced, tell who you are and some interesting facts about yourself. Then, tell what you are demonstrating and why it is important to you and to your audience. Is it a money saver, a time saver, or just what value does it have? Try to limit your introduction to two or three

minutes but do not start demonstrating until you have thoroughly explained the what and why of your demonstration. Sometimes it is advisable to show your finished product here in order for the audience to understand what you are going to do or make.

The Presentation: Main Body of Your Demonstration :

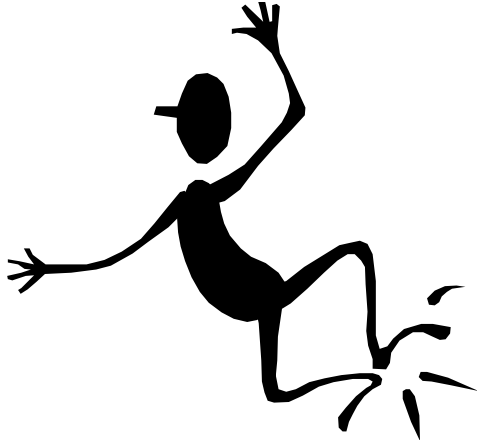
Show and explain all steps in logical order. Fill in "lulls" with interesting information related to your subject. Avoid prolonged silences; personal experiences are good. Use your own words; never memorize. Tell who has helped you in preparing this demonstration. Give some source of material or recipe. Coordinate your talk with your work; tell what is being done how, and why. Above all, speak up; remember the people in the back row. Use correct methods. If a team demonstration, each member may do some of the work and explanation - or one may do all of the work and the other all of the talking. Build your demonstration to a climax.

The Conclusion: Summary and Result:

Emphasize the principal points of your demonstration and stress its value. Repeat source of your information. Show the finished product attractively; make sure entire audience sees it! Ask audience if there are any questions. Answer briefly and to the point. Repeat the question if you think the audience did not hear it. Never be afraid to say "I'm sorry; I cannot answer that question but I think you can get that information from (name Extension agent or other authority)." Give audience opportunity to inspect finished product at close range. If it is food demonstration, samples and recipe cards should be available.

DO'S AND DON'TS OF DEMONSTRATING

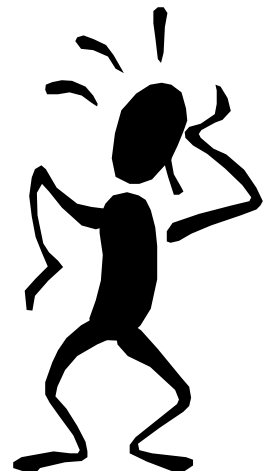
DO



- ☺ Be at ease;- smile and be happy in your work.
 - ☺ Wear simple and practical clothing with no unnecessary accessories or jewelry.
 - ☺ Be well groomed and watch your posture; first impressions are very important.
 - ☺ Use simple words and talk directly to the audience in a friendly, conversational manner.
 - ☺ Use good English, enunciate clearly, and vary the tone of your voice to avoid monotony.
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- ☺ Speak with confidence and show enthusiasm - it's contagious!
 - ☺ Show, in plain view of audience, how each step is done. If, to save time, part of the work has been done previously, explain.
 - ☺ Have only one center of interest at a time; avoid action which will divide the attention of your audience.
 - ☺ Summarize the main points.
 - ☺ Answer questions completely and correctly.

DON'T

- ☹ Don't memorize your demonstration word for word.
- ☹ Don't rush through your demonstration; give the audience time to absorb the value of each point.
- ☹ Don't work behind equipment; keep the working space directly in front of you clean and neat.
- ☹ Don't display charts, posters, or other visual aids until you are ready to use them; it distracts the attention of the audience. Remove them when they no longer add to the demonstration.
- ☹ Don't clutter your posters with more than one central theme; make two or more posters if necessary.

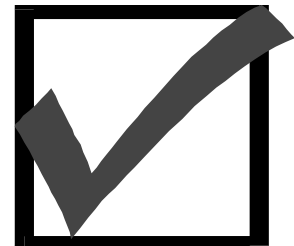


- ⊗ Don't be upset -if you have an accident; it could happen to anyone. Correct the situation as graciously as possible and continue.
- ⊗ Don't call your teammate "partner" or "teammate"; use first names.
- ⊗ Don't read recipe or directions unless shown on a chart which audience can also see.
- ⊗ Don't introduce yourself if an m.c. has already done so.

TESTS OF A GOOD DEMONSTRATION

4-H members can evaluate their own demonstrations by asking themselves these questions:

- ❓ Did I (we) arouse enough interest so that the audience will want to do what was demonstrated?
- ❓ Did I (we) make it clear enough so that people who knew nothing previously about the subject can go home and do it correctly?
- ❓ Have I (we) proved that the subject was worthwhile?



THE ILLUSTRATED TALK

As previously stated, the same principles apply in preparing and giving an illustrated talk as in demonstrations. Demonstrations are more effective in developing 4-H member skills but there are times when they are impractical and an illustrated talk should be substituted. Illustrated talks should be given when:

1. Place where demonstration is to be given is unsuitable for actual subject. Example: Showing how to clip a dairy animal at a public meeting held in a community building.
2. Process to be taught can better be shown by charts. Example: Debeaking a baby chick.
3. Materials needed are unavailable due to the season of the year or other reason.
4. Time allocated does not permit thorough demonstrating of the actual process.

Following these steps, should ensure you to have a successful 4-H demonstration. Good luck and have fun out there!



Judges' Worksheet 4-H Demonstration Score Sheet

Name _____ Club _____

Age _____ Years in 4-H _____ Demonstration _____

Place a (✓) in the column that best describes the demonstration. Possible score 110.

HIGH GOOD FAIR

INTRODUCTION (15)

Brief but gains interest: a good title, tell what is being demonstrated and why - - - - -

Appearance: appropriately dressed, well groomed, good posture - - - - -

Personality: poised, friendly, enthusiastic, at ease - -

PRESENTATION (60)

Equipment/ supplies: well chosen and arranged, ready, product labels covered - - - - -

Skillful workmanship: proficient and easily seen-does not work behind anything and working space is neat

Order of work: logical - - - - -

Work and Talk: coordinated, well planned - - - -

Originality: subject and method new and appealing-

Visual Aids: easily seen, effective - - - - -

Presentation: no prolonged silences; fill in with some personal experiences - - - - -

Audience interest: attention maintained - - - - -

Statements: accurate, clear, and show knowledge of subject - - - - -

Grammar & vocabulary: correct, well chosen subject - - - - -

One Theme: DEVELOPED ONE IDEA - - - - -

Practical and Timely: - - - - -

CONTENT (10)

Degree of difficulty: - - - - -

Completeness: work actually performed before your eyes

CONCLUSION (25)

Source given: - - - - -

Key Points: - - - - -

Product display: - - - - -

Ask for questions: answer satisfactorily - - - - -

Results: initiate interest, make everyone want to go home and try it - - - - -

Scoring:

x5 x3 x1

6

of check marks multiply by:

Column Score: _____

Total Score: _____ (Judge's comments on back)



Notes

Distributed by

