4-H Presentations Tip Sheet

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What Is Your Style? - Demonstration or illustrated talk

<table>
<thead>
<tr>
<th>Ask yourself!</th>
<th>Do I want to show and explain the actual steps in doing something?</th>
<th>Do a demonstration</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Are visuals the best way to explain my topic?</td>
<td>Do an illustrated talk</td>
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<td></td>
<td>Can I take all the equipment needed or does space allow use of equipment? If the answer is “no,”</td>
<td>Do an illustrated talk</td>
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<tr>
<td></td>
<td>Am I teaching members of a small group how to do a new skill?</td>
<td>Do a demonstration</td>
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What Are the Differences?

Demonstration

• A demonstration is DOING.
• A demonstration is SHOWING HOW.
• As you show how, you tell how.
• In a demonstration you MAKE something or DO something.
• There is always a finished product.
• Minimum of 4 posters or electronic slides must include:
  1. Title and name
  2. Materials/supplies
  3. Directions (step by step)
  4. Summary

Illustrated Talk

• An illustrated talk is TALKING.
• An illustrated talk is TELLING HOW
• In an illustrated talk you use visuals: CHARTS, PICTURES, MODELS, CUTOUTS, ETC.
• Minimum of 1 visual (may be poster/electronic slide or object)

What Is the Same?

• Select a 4-H project you enjoy.
• You may use an outline sheet/note card to remind you of your steps, but note cards cannot be held during the presentation.
• No live animals permitted.
• Individual presentations, not teams.
• Organization and visibility of work area are important; make sure audience can see materials from all angles in the room.
• Length of time:
  Juniors (9-11 years) – 2 to 5 min.
  Intermediate (12-13 years) – 5 to 8 min.
  Seniors (14-19 years) – 8 to 15 min.
4-H Presentation Helpful Hints

Steps in Developing your Presentation
- Visualize the audience
- Choose the project most interesting to you
- Decide a goal
- Gather information
- Develop an outline
- Organize your presentation
- Practice with equipment or visual aids
- Consider the title
- Practice your presentation several times

Materials Needed:
- 2 pieces of bread
- Peanut butter
- Jelly
- Knife
- Plate
- Napkin

Steps:
1. Use the knife to spread peanut butter on one side of bread ....
   (Continue with posters until steps are completed)

Summary:
Peanut butter and jelly sandwiches are fun, easy to make, and good for you! I hope you have fun making your own PB & J.

Ask yourself:
- Is it large enough for the audience to see?
- Is it easy to use?

Check it Over!!
- It is colorful?
- Does it stress or explain a point?

Demonstration Poster/Electronic Slide Examples

How to make a peanut butter and jelly sandwich
By: John Smith
Clover 4-H Club

Materials Needed:
- 2 pieces of bread
- Peanut butter
- Jelly
- Knife
- Plate
- Napkin

Steps:
1. Use the knife to spread peanut butter on one side of bread ....
   (Continue with posters until steps are completed)

Summary:
Peanut butter and jelly sandwiches are fun, easy to make, and good for you! I hope you have fun making your own PB & J.

Electronic Slide Tips
- Remember electronic slides add to a presentation, but the audience is looking and listening to you as well.
- Know your audience, a cartoon or humorous quote may not be effective.
- When choosing a design background, maintain that same background throughout the slides.
- Do not pack too much information on one slide.
- Limit the use of wild colors, noises, and animations – they could distract from your message.
- Use appropriate fonts, colors, and pictures that match your topic – continue color scheme throughout.
- Make sure audience can read your slides.
- When presenting information do not turn and read off slide/screen.
- Bring an extra copy of your presentation saved on a disk or thumb/flash drive and a hard copy in case the computer is not working.
- Practice your presentation and use of equipment beforehand.

Check it out!
Check the 4-H Presentations Score Sheet to see what you will be judged on!