URI 4-H Public Presentation Program

The URI 4-H Public Presentation Program is an opportunity for 4-H members to hone critical communication skills. Public presentations are vital in any career, and they only get easier with practice. Participating in this program is a great way to develop public speaking skills in a friendly, low-pressure environment. The top speakers in each presentation category will be invited to present at the state contest.

Please note that 4-H members may select any presentation topic, but they must choose a different topic each year. Live animals are not allowed at these contests.

The public presentations program consists of two contests:

**Level 1: Video Submissions (Open to everyone)**
Choose a presentation category (described below) and topic. Film your presentation and submit the video to 4-H Staff. All videos will be submitted through Google Drive. NO email submissions are allowed. It is imperative you label your submission using the following format: 
FullName_PresentationTitle_PresentationCategory_AgeDivision.

**Level 2: State Contest (By invitation only)**
The state contest will be held virtually or in-person dependent on COVID-19 restrictions in place at the time. If you are invited to the state contest, you will be notified of the contest format. If the contest is held in-person, you will be invited to URI to deliver your revised presentation. The in-person contest will adhere to state and University policies in place at that time. If the contest is held virtually, you will be invited to a Zoom session to deliver your revised presentation to judges and peers. Winners in each age group and category will be announced within a week of the presentation submission deadline.

**AGE DIVISIONS**
Age divisions are subject to different rules/requirements and scoring criteria. Please be sure to enter under the correct age division.

- **Cloverbud Division**: Members with a 4-H age of 5-7. Cloverbuds will not be eligible for the state contest. Cloverbud members will not be scored. Only positive comments will be made by the judges. Presentation length is under 5 minutes.
- **Junior Division**: Members with a 4-H age of 8-13. Presentation length is 3-10 minutes.
- **Senior Division**: Members with a 4-H age of 14-18. Presentation length is 5-10 minutes.

**Teams**: Teams may only include those from the same household. Team members receive one collective score but each member will receive a ribbon. At the state contest team winners will share cash awards. *If a team includes Cloverbuds, then Cloverbud division rules apply. If a team includes Juniors and Seniors, then Senior division rules apply.*
PRESENTATION CATEGORIES

Participants will enter their presentation under one of the following categories:

1. **Creative Communication**: A stage-act. Examples include stand-up comedy, storytelling, drama, poetry readings, singing, etc. Participants must supply all props needed for their presentation.

2. **Demonstration**: How to make, do, or prepare something. Examples include how to show a dog, how to catch fish, how to play the guitar, etc.

3. **Illustrated Talk**: A talk that uses visual aids (e.g. charts, pictures, posters, graphs, samples, models, etc.). An example presentation might include using pictures to describe good nutrition, breeds of horses, a personal hobby, etc.

4. **Public Speaking**: A talk without any visual (including PowerPoint) or other aids. Notes are allowed, but participants may not read off their entire speech. The purpose of this presentation is to inform, persuade, entertain, or stimulate action.

5. **Video and Design**: An edited movie, PowerPoint, or other video. The video must play from start to finish without judges having to click through it. Effects, animations, video clips, voiceovers, etc. may be used. Videos must also include enough footage of you talking to the camera that the judges can evaluate your speaking skills.

<table>
<thead>
<tr>
<th>Presentation Category</th>
<th>Visual Aids/Props</th>
<th>Step-By-Step Instructions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creative Communication</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Demonstration</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Illustrated Talk</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Public Speaking</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Video and Design</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

**Important Notes:**

- **Privacy**: Presentations will be posted to YouTube. Do not include any identifying information in the background of your video such as street signs, house, numbers, etc. When you introduce yourself in your video, do not include your last name.
- **Multiple Presentations**: You may submit ONE presentation per category. For example, you could submit a public speaking presentation and a creative communication presentation, but you may not submit two public speaking presentations.
- **Food Presentations**: If your demonstration includes food, you must wear a head covering and apron. Attach a copy of the recipe for the judges. Make sure your demonstration concludes with a final product or make one ahead of time and show it. Include nutrition information on the
food being prepared and how it fits into the daily diet. Trays for ingredients and utensils are helpful and clear glass bowls are recommended.

**SCORING**
A panel of judges will use score sheets to evaluate all presentations. Judges are URI 4-H volunteers, alumni and members of the community who have been trained by 4-H staff. Judges have a very challenging job to do. They have volunteered their time to listen and help contestants improve their communication skills. If you are interested in judging a contest, contact 4-H staff.

Judges will comply with the following rules:
- 1 pt is deducted for each minute over the maximum time
- 2 pts are deducted for each minute under the minimum time
- Age and experience are factored into each participant’s score.

**HOW TO PREPARE: WHAT ARE THE JUDGES LOOKING FOR?**

I. The Participant

*Appearance & Manner:* Dress appropriately for your presentation. This could mean business casual attire for a public speaking presentation, skiing attire for a talk on downhill skiing, etc. Be interested in what you are doing...and show it!

*Voice:* Speak loudly, and play back your video to ensure your voice is clearly audible. Remember to speak SLOWLY! When you are nervous, you will tend to speak rapidly. Always use proper grammar and vocabulary. Try to overcome your bad speaking habits, like using "umm", not enunciating, etc.

*Posture:* Stand tall and straight. You may take steps during your presentation but shifting from one foot to the other is not desired. Do not lean on the table or desk. Keep hands away from face and hair.

*Eye Contact:* Look into the camera as you speak. Referring to your notes is fine, but reading your speech is NOT a good idea.

*Setting:* Make sure the background of your video is appropriate. If you are talking about milking cows, a good setting for your video might be outside on a farm. If you are making a speech, you might want a plain background that doesn’t distract from what you are saying. Make sure the camera is zoomed in enough that the judges can easily see your face.

II. The Introduction

You must introduce yourself! Include your name, age, 4-H club, years in 4-H, title of presentation, etc. Remember, time will begin as soon as you start speaking. Grab the audience’s attention right away. Consider using the following strategies:
- Tell a story, anecdote, or joke.
- Share an incident from your own life that relates to your topic.
- Ask a rhetorical question. Remember, an answer is not expected from the audience.
- Use a quotation. Short, appropriate quotations from literature or famous people can add dramatically to your introduction.

Now that you have the attention of the audience, state the purpose/objectives of the presentation: what is to be done/talked about/presented and what you aim to accomplish.
III. The Body

**Organization:** This is when you will give your performance, and/or make your major points. Consider the following organizational structures for your presentation:

- Categorical - explain one category and then move on to the next category
- Structural - follow a logical order with each step based on the step before. Tell the audience the reason for each step.
- Narrow to broad/Simple to complex - start by explaining a specific example and then relate it to a larger theme
- Chronological - order your presentation by what happened first to what happened last

**Sources:** Your purpose is to entertain, teach, or persuade the audience. Select a topic that you will be able to effectively discuss within the given time limit. Use strong supporting statements (statistics, facts, case studies, etc.) to strengthen your major points. Make sure your information is accurate and up-to-date. Keep a list of your sources and refer to them in your speech and for answers to questions from the audience.

IV. Handling Materials and Equipment

You are responsible for providing everything you need for your presentation. Make sure your equipment is clean and neat, and make sure the camera can see your materials at all times.

**Visuals and Props:** If you decide to use posters, all lettering and other artwork should be your own work. Make sure your visuals are large enough to see or read from a distance. A suggested lettering size is at least 2 inches tall and ¼ inch thick. Your visuals should reinforce, not duplicate, what you are going to say. It can be helpful to use a pointer or ruler to draw attention to a visual. You may want to hold your props up from time to time for your camera to see.

**Product Quality:** In a demonstration, the final product should be completed by the end of the presentation or constructed in advance.

V. Summary & Conclusion

Were the objectives achieved? Reemphasize your main points and summarize your talk. Be concise and to the point!

**PRACTICE**

This is its own section because practicing is so important! Practice your presentation as often as you can prior to the contest. Give your presentation to a parent, friend or sibling. Give your presentation at a 4-H club meeting. You want to feel as relaxed and confident as possible on the day of the contest.

**AWARDS**

Ribbons will be distributed to all participants. Scoring is determined as follows:

- Blue ribbon = 85-100 points
- Red ribbon = 70-84 points
- White ribbon = >70 points
- Green ribbon = Cloverbud participation
The highest scoring participants in each category will be invited to compete at the State Public Presentations Contest. Invitees will be sent a letter with more information.

At the State Public Presentation Contest, the three highest scorers in each presentation category and age division will receive the following prizes:

- First place = $15.00 and blue rosette
- Second place = $10.00 and red rosette
- Third place = $5.00 and white rosette

4-H Creative Communications Evaluation Sheet
Name: __________________________________________ 4-H Age: ________

Club Name:_________________________________________________________________________

Title/Topic of Presentation: __________________________________________________________

Division: Senior____  Junior____  Cloverbud____

Start Time: ______  End Time: ______ Total Time: ______

<table>
<thead>
<tr>
<th>The Participant</th>
<th>Point Max</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appearance and dress</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Manner and voice</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Posture</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Maintains eye contact</td>
<td>5</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Introduction</th>
<th>Point Max</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attention of audience gained</td>
<td>10</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Presentation</th>
<th>Point Max</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>One main subject or skill</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Ability with subject and good technique</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>Orderly progress throughout</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Creativity</td>
<td>10</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Summary &amp; Conclusion</th>
<th>Point Max</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objectives achieved</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Audience reaction</td>
<td>10</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL POINTS 100

Time Limits:  
Juniors 3-10 minutes  Blue: 85-100  
Seniors 5-10 minutes  Red: 70-84  
Cloverbuds 2-5 minutes  White: Under 70

Ratings:  
Final Totals:  
Judge 1: ________  
Judge 2: ________  
Judge 3: ________  
Average: ________  
Time Penalty: ________  
Final Score: ________

4-H Demonstrations Evaluation Sheet
Name:_______________________________________________________ 4-H Age:________

Club Name:____________________________________________________________________

Division: Senior____ Junior____ Cloverbud____

Start Time: _______  End Time: ______  Total Time: ______

Title of Presentation: ____________________________________________________________

<table>
<thead>
<tr>
<th>The Participant</th>
<th>(20 points)</th>
<th>Point Max</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appearance and dress</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Manner and voice</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Posture</td>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintains eye contact</td>
<td>5</td>
<td></td>
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</tbody>
</table>

| The Introduction                      | (15 points) |            |              |
| Attention of audience gained          | 5           |           |              |
| Objectives clearly outlined           | 10          |           |              |

| The Demonstration                     | (30 points) |            |              |
| Technique in handling materials/equipment | 10          |           |              |
| Orderly progress throughout           | 10          |           |              |
| Quality of Final Product              | 5           |           |              |
| Use of visual aids and props         | 5           |           |              |

| The Subject Matter                   | (20 points) |            |              |
| One main idea, topic                 | 10          |           |              |
| Accurate & current information        | 5           |           |              |
| Knowledge of subject                 | 5           |           |              |

| Summary & Conclusion                 | (15 points) |            |              |
| Objectives achieved                  | 10          |           |              |
| Audience reaction                    | 5           |           |              |

TOTAL POINTS 100

Time Limits: Ratings: Final Totals: Judge 1: _______
Juniors 3-10 minutes Blue: 85-100 Judge 2: _______
Seniors 5-10 minutes Red: 70-84 Judge 3: _______
Cloverbuds 2-5 minutes White: Under 70 Average:_____

Time Penalty:_____
Final Score:_____

4-H Illustrated Talk Evaluation Sheet

Name:_______________________________________________________ 4-H Age:_______
Club Name: ____________________________________________________________

Division: Senior____  Junior____  Cloverbud____

Start Time: _______  End Time: ___  Total Time: _______

Title of Presentation: __________________________________________________________

<table>
<thead>
<tr>
<th>The Participant</th>
<th>(20 points)</th>
<th>Point Value</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appearance and dress</td>
<td>5</td>
<td>_____</td>
<td></td>
</tr>
<tr>
<td>Manner and voice</td>
<td>5</td>
<td>_____</td>
<td></td>
</tr>
<tr>
<td>Posture</td>
<td>5</td>
<td>_____</td>
<td></td>
</tr>
<tr>
<td>Maintains eye contact</td>
<td>5</td>
<td>_____</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>The Introduction</th>
<th>(15 points)</th>
<th>Point Value</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attention of audience gained</td>
<td>5</td>
<td>_____</td>
<td></td>
</tr>
<tr>
<td>Objectives clearly outlined</td>
<td>10</td>
<td>_____</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Illustrated Talk</th>
<th>(30 points)</th>
<th>Point Value</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orderly progress throughout</td>
<td>15</td>
<td>_____</td>
<td></td>
</tr>
<tr>
<td>Use of visual materials</td>
<td>15</td>
<td>_____</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Subject Matter</th>
<th>(20 points)</th>
<th>Point Value</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>One main idea, topic</td>
<td>10</td>
<td>_____</td>
<td></td>
</tr>
<tr>
<td>Accurate &amp; current information</td>
<td>5</td>
<td>_____</td>
<td></td>
</tr>
<tr>
<td>Knowledge of subject</td>
<td>5</td>
<td>_____</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Summary &amp; Conclusion</th>
<th>(15 points)</th>
<th>Point Value</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objectives achieved</td>
<td>10</td>
<td>_____</td>
<td></td>
</tr>
<tr>
<td>Audience reaction</td>
<td>5</td>
<td>_____</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL POINTS 100 _____

Time Limits:  
Juniors 3-10 minutes  
Seniors 5-10 minutes  
Cloverbuds 2-5 minutes

Ratings:  
Blue: 85-100  
Red: 70-84  
White: Under 70

Final Totals:  
Judge 1: ________  
Judge 2: ________  
Judge 3: ________  
Average: ________  
Time Penalty: ________  
Final Score: ________

4-H Public Speaking Evaluation Sheet

Name: ___________________________________________ 4-H Age: ________
Club Name:____________________________________________________________________

Division: Senior____ Junior____ Cloverbud____

Start Time: _______ End Time:_______ Total Time: _______

Title of Presentation: ____________________________________________________________

<table>
<thead>
<tr>
<th>Speech Organization</th>
<th>Point Value</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>(40 points)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Introduction: effective, suitable, gains attention</td>
<td>10</td>
<td>_____</td>
</tr>
<tr>
<td>Body: Ideas clearly and logically developed, material suitable to the selected subject, originality and quality of materials used</td>
<td>20</td>
<td>_____</td>
</tr>
<tr>
<td>Conclusion: Effective, suitable</td>
<td>10</td>
<td>_____</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Delivery</th>
<th>(30 points)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Aspects: Platform presence, poise, sincerity, enthusiasm, eyes contact, facial expression, gestures</td>
<td>10</td>
</tr>
<tr>
<td>Voice: pitch, volume, projection, flexibility, enunciation</td>
<td>10</td>
</tr>
<tr>
<td>Language: pronunciation, vocabulary, dictation and fluency</td>
<td>10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Overall Effectiveness</th>
<th>(30 points)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Was the purpose achieved- to entertain, inform, persuade or inspire?</td>
<td>10</td>
</tr>
<tr>
<td>What was the level of audience interest and reception?</td>
<td>10</td>
</tr>
<tr>
<td>Was it a well-rounded cohesive effort with convincing arguments?</td>
<td>10</td>
</tr>
</tbody>
</table>

**TOTAL POINTS** 100 _____

<table>
<thead>
<tr>
<th>Time Limits:</th>
<th>Ratings:</th>
<th>Final Totals:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Juniors 3-10 minutes</td>
<td>Blue: 85-100</td>
<td>Judge 1: _______</td>
</tr>
<tr>
<td>Seniors 5-10 minutes</td>
<td>Red: 70-84</td>
<td>Judge 2: _______</td>
</tr>
<tr>
<td>Cloverbuds 2-5 minutes</td>
<td>White: Under 70</td>
<td>Judge 3: _______</td>
</tr>
<tr>
<td>Average:</td>
<td>Time Penalty:</td>
<td>Final Score: _______</td>
</tr>
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4-H Video and Design Evaluation Sheet

Name:_______________________________________________________ 4-H Age:_______

Club Name:____________________________________________________________________
Title of Presentation: ____________________________________________________________

<table>
<thead>
<tr>
<th>Category</th>
<th>Point Value</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Participant</td>
<td>(20 points)</td>
<td></td>
</tr>
<tr>
<td>Appearance and dress</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Manner and voice</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Posture</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Maintains eye contact</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>The Introduction</td>
<td>(15 points)</td>
<td></td>
</tr>
<tr>
<td>Attention of audience gained</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Objectives clearly outlined</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Video and Design</td>
<td>(30 points)</td>
<td></td>
</tr>
<tr>
<td>Orderly progress throughout</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Use of digital tools (animations, editing, etc.)</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>The Subject Matter</td>
<td>(20 points)</td>
<td></td>
</tr>
<tr>
<td>One main idea, topic</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Accurate &amp; current information</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Knowledge of subject</td>
<td>5</td>
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</tr>
<tr>
<td>Summary &amp; Conclusion</td>
<td>(15 points)</td>
<td></td>
</tr>
<tr>
<td>Objectives achieved</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>Audience reaction</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>TOTAL POINTS</td>
<td>100</td>
<td></td>
</tr>
</tbody>
</table>

Time Limits:
- Juniors 3-10 minutes
- Seniors 5-10 minutes
- Cloverbuds 2-5 minutes

Ratings:
- Blue: 85-100
- Red: 70-84
- White: Under 70

Final Totals:
- Judge 1: ________
- Judge 2: ________
- Judge 3: ________
- Average: ________
- Time Penalty: ________
- Final Score: ________