



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. All URI 4-H youth are invited to a state contest. The top speakers from the state contest will be invited to present at a Northeast regional public speaking 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.

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 may participate in district contests only. Cloverbud members will not be scored. Only positive comments will be made by the judges. Cloverbuds are NOT eligible for the state contest. 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 are allowed! 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 and are expected to give an introduction and answer questions at the end.
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. **Digital Communication.** This is a digital product such as a film or video. Participants are expected to give an introduction and answer questions at the end.
4. **Formal Speech:** 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. **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.

Presentation Category	Visual Aids/Props	Step-By-Step Instructions
<i>Creative Communication</i>	Yes	No
<i>Demonstration</i>	Yes	Yes
<i>Digital Communication</i>	Yes	No
<i>Illustrated Talk</i>	Yes	No
<i>Public Speaking</i>	No	No

Important Notes:

- **Multiple Presentations:** If a 4-H member chooses to make more than one presentation, it is his/her responsibility to visit each room's Room Monitor and schedule his/her presentations before the contest begins.
- **PowerPoint Presentations:** You must save your presentation as a ppt. file. Email your presentation to 4-H staff AT LEAST four days before the contest. Anyone arriving at the contest without having submitted their PowerPoint (in proper format) in advance will be disqualified from this category. In case of technology malfunctions, please bring a printout of your PowerPoint slides as a backup.
- **Food Presentations:** If your demonstration includes food, you must wear a head covering and apron. Bring a clean copy of the recipe for the judges. Make sure your demonstration concludes with a final product or make one ahead of time and bring 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. Act professional and set up your own equipment quickly and efficiently. The Room Monitor will assist you if needed. Be interested in what you are doing...and show it!

Voice: Speak loudly so the entire audience can hear you. 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 at the people in your audience as you speak. Try to make eye contact with as many people as you can. Referring to your notes is fine, but reading your speech is NOT a good idea. Memorizing and practicing your presentation will allow you to make better eye contact with the audience.

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 bringing everything you need for your presentation. You will have a small table available for your use. Make sure your equipment is clean and neat, and make sure the audience 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 audience 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? Was there an audience reaction? Reemphasize your main points and summarize your talk. Be concise and to the point!

Questions: At the end of the presentation, ask if there are any questions. When a question is asked, first repeat the question to be sure the audience heard it. If you do not know the answer, don't be afraid to say so! Refer the questioner to one of your resources.

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

Participants who earn a score of 90 points or higher will be invited to compete at the State Public Presentation Contest. Invitees will be given 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