

PRESENTATION SKILLS - Demonstrations

Demonstration speaking is the art of "showing and telling". Although the visual part—the action and materials—is what sets a demonstration apart from any other informative speech, the speaker must pay careful attention to what she or he says, as well as to what he or she does. The demonstrator must be thoroughly knowledgeable about the task and be able to explain it to others. The test of a good demonstration is that the audience will feel that they have learned, within the time limit, how to make, do, or use something interesting and practical.

Guidelines

- ✧ Time limit is 15 minutes, with 5 minutes set-up and take-down time, total no more than 20 minutes
- ✧ The use of note cards is recommended but not required. Sheets of paper for notes are not recommended, but will not be judged down.
- ✧ Materials and props should be chosen and prepared for ease of use and ease of viewing
- ✧ At least one chart or poster is recommended; these should be neat and easy to read from the audience.
- ✧ The speaker should include a question and answer period at the end of the demonstration. This period will not count against the speaker's time if it causes her or him to exceed the maximum; it may count towards the minimum time if it is to the speaker's advantage.
- ✧ The demonstrator should maintain a good balance of talking and doing, and the two should be paced well together

Preparing for the Demonstration

- ✧ Be familiar with this information sheet, the scoresheet and the Fairbook section before you plan your demonstration
- ✧ Start early and practice, practice, practice!

Score Sheet - Sanilac County 4-H
Demonstration

Name _____ Age Group _____
Title/Topic _____

	Excellent	Good	Fair
Explain why subject chosen			
<u>Materials</u>			
Prepared, neat, organized			
Charts or posters (neat, attractive, easy to read)			
<u>Delivery</u>			
Step by step (each clearly explained)			
Stressed key points or steps			
Pace (explained each step shown)			
Filled in gaps with extra information			
Facial expression			
Language usage			
Enunciation (speaking clearly)			
Appearance of demonstrator			
Overall smoothness of demonstration			
<u>Conclusion</u>			
Summary (closure)			
Other Positive Comments:			