



# UNIVERSITY of NEW HAMPSHIRE COOPERATIVE EXTENSION



## State Activities Day Judges Orientation

### Purpose Of Event

The purpose of this event is to help 4-H members:

- ◆ develop and practice skills in communication, planning and organization
- ◆ gain self-confidence, and cope with feelings (nervousness)
- ◆ share skills and knowledge gained in 4-H with others
- ◆ learn how to read their audience and respond to questions.

### Philosophy

As a 4-H judge, you must believe that the 4-H member is more important than the presentation. Be concerned and aware of the 4-H'ers feelings, their future, and their efforts to give a good presentation. It takes some careful thought to be an effective judge.

The judges role therefore is to:

- ◆ encourage
- ◆ help the 4-H'er feel good about his/her performance and want to do another communication event.
- ◆ help the 4-H'er improve the quality of their work by constructively pointing out areas where improvement might be in order.
- ◆ help the 4-H'er learn how to accept praise and constructive criticism
- ◆ remind the 4-H'er that this is a learning process
- ◆ help the 4-H'er do self-evaluation (i.e. how well did they do against their own goals)
- ◆ acknowledge the efforts made by the 4-H'ers, the parents, and 4-H leaders.

### Judging Tips

Thank you for your interest and willingness to help our 4-H youth develop their presentation skills. As a judge, you play a key role in the development of each 4-H'er who participates today. These are a few things to keep in mind.

- ◆ Introduce yourself before the program begins.
  - ◆ Be sure the name, age, title, and project are correct on the sheet.
  - ◆ Judges need to consider the member's age, experience, developmental level, and special needs. Relate these to the difficulty of the topic.
  - ◆ Each judge should work independently.
  - ◆ Smile! Remind the 4-H'er that even though this is a challenge, it is fun!!!!
  - ◆ Be enthusiastic and welcoming.
  - ◆ Be flexible. Handle necessary changes with the room chair, 4-H'ers and judges.
  - ◆ Do whatever you can to put the 4-H'er at ease before they begin. The room chair will introduce the presenter and give their name, club and title of the presentation.
  - ◆ If the 4-H'er is really nervous, it's OK to start over or wait to do it later. Try to help them finish even if you talk them through it, clear the room, etc.
  - ◆ Praise 4-H'ers on the good points of the presentation.
  - ◆ Give tactful, constructive hints on improvements for next time.
  - ◆ Be open to new creative ways of giving presentations. For example if having posters doesn't aid in the delivery of their information they may choose to use power point or they may elect to have a creative introduction rather than the traditional "my name is, my club is..." Praise for creativity.
  - ◆ Explore together ideas that will help the presenter in the future. Your sincerity will help 4-H'ers know and feel that you are interested and committed to help them help themselves.
  - ◆ Include positive as well as helpful hints for improvement. 4-H'ers read and use your comments to improve for another year.
- Use "I" messages:
- ◆ I really liked....
  - ◆ I thought this part was really effective
  - ◆ I felt you might try to..... because...
  - ◆ I wasn't quite sure about...
  - ◆ I noticed you...
  - ◆ I could see you felt....

## Score Sheet & Scoring

- ◆ Description of Criteria is indicated on the back of the score sheet.
- ◆ There is a separate score sheet for each type of presentation, please be sure you have the appropriate score sheet for the presentation type you are judging.
- ◆ Enter a score for each of the criteria (criteria are explained on the back of the score sheet) Make sure that each category is assigned a score.
- ◆ It is OK to be “hard” or “easy” with your judging as long as you are consistent throughout the process
- ◆ If the full category points aren't given, judges need to indicate what needs to be incorporated or improved to strengthen some of the indicators within the category that might not have been done. **Comments are very important to help the 4-H'ers improve.**
- ◆ The key is to be consistent in your scoring of all participants. Don't worry about how close your scores are to the other judges.
- ◆ **The “COMMENT” section is the most important part of the score sheet. Take the time to provide sincere comments that are positive, constructive, encouraging and helpful. Print clearly.**

## Score Values -

- ◆ The score values for the four categories are not all weighted the same because under some categories there are more indicators.
- ◆ As judges you should be prepared to ask 1-2 questions of the 4-H'er because the audience may not and this is part of the evaluation. These can be asked during or after their presentation.
- ◆ Invite the 4-H'er to the judges area in the back of the room.
- ◆ Judges should ask the following questions of all presenters, Jr. & Senior:
  - What goal(s) did you set for yourself for your presentation?
  - What steps did you set up for yourself to reach your presentation goals?
  - Once questions have been asked, praise 4-Her for their efforts and shake their hand.