



4-H DEMONSTRATIONS & ILLUSTRATED TALKS

WHAT ARE 4-H DEMONSTRATIONS AND ILLUSTRATED TALKS?

Demonstrations and illustrated talks can help you develop poise, confidence, and communication techniques as you practice basic "how to's" of public speaking. You will increase your knowledge because the more you know about the topic of your demonstration or illustrated talk, the easier it is to express your ideas before others. The skills you learn will help you in many situations throughout your lifetime.

Demonstrations are simply showing and telling how to do something. You explain what you are doing while you work on something you like to do. You've seen lots of demonstrations without realizing it. When your mom or dad shows you how to pound a nail, make your bed, or set a table, that's a demonstration. When your 4-H leader shows you how to transplant a house plant, that's also a demonstration.

Illustrated Talks are like demonstrations but, instead of working on something while you talk, you just talk and use a variety of visual aids to help you. When your 4-H leader explains the horse breeds and colors by using horse models, that is an illustrated talk. When your friend explains a family vacation trip and shows you pictures, maps, and souvenirs, that is also an illustrated talk.

PREPARATION:

STEP 1 Choose Your Subject - When deciding on what to do for a demonstration or illustrated talk, consider things you enjoy doing and feel you have mastered. The topic should be interesting to others and require minimal equipment to demonstrate.

STEP 2 Plan your presentation - Planning helps you know what you will be doing and gets your ideas organized. Ask your family, 4-H Leader, or 4-H members with experience to help you think through your presentation.

- Use your time wisely. A presentation that is over/under will have points deducted. Practice to make sure you are within the allotment for your age category (Juniors 3-8 minutes, Intermediates 4-9 minutes, and Seniors 5-10 minutes).
- List all important steps and processes of your demonstration. Example: In a Shine Up Demonstration on Polishing Shoes, you apply wax polish before buffing with a cloth or shoe brush.
- List materials and equipment needed, as it is your responsibility to bring everything you need to the place where you will be giving your demonstration.
- Decide on your title. A creative title will add to your demonstration.
- Plan posters or visuals - Posters listing steps or recipes can provide visual aids to help you remember key points. Visuals can help introduce your subject and add to the effectiveness of your demonstrations. When using computer-based visuals, remember to bring a flashdrive containing all materials. Wi-Fi may not always be reliable. Confirm with the event organizer that a laptop/projector will be available if you need one.

STEP 3 Build your presentation - Organization is very important when sharing your ideas with others. Most people also learn more when the material presented is easy to find and organized logically. In 4-H Talks and Demonstrations there are 3 basic parts: the Introduction, the Body, and the Summary.

1. **INTRODUCTION** - The introduction gets the audience interested in what you will be telling and showing them. They should state the purpose, be original, brief, and interesting. You can also explain why the topic you chose is important to you. Some tips for engaging your audience:

RHETORICAL QUESTIONS - Raise questions which do not require an answer. Example: "Are you hungry when you come home from school? Learning to prepare healthy snacks is fun and fills you up, too."

THE STORY, ANECDOTE, JOKE, OR PERSONAL REFERENCE - Be careful that you stay on topic. Example for an Illustrated Talk on collecting and mounting seashells: "Our family travels a lot since my Dad is in the Navy. One of the ways I remember places is by collecting and mounting seashells."

REFERENCES TO PLACES, PEOPLE OR THINGS. Example for a demonstration on drying leaves and flowers: "The autumn leaves of New Hampshire's White Mountains attract many throughout New England for fall foliage tours. To preserve autumn leaves, there are some basic drying techniques to be mastered."

SHORT QUOTATIONS OR STATISTICS. Example from a talk about the U. S. Flag for Citizenship: "On June 14, 1777 the Second Continental Congress at Philadelphia resolved that the flag of the United States be thirteen stripes, alternate red and white; that the union be thirteen stars, white in a blue field, representing a new constellation."

Next, introduce yourself. State your name, as well as a sentence or two to tell your audience a bit about yourself and your 4-H experience. Let the audience know why you chose this topic. They want to get to know you!

2. **BODY** - This is the main part of the demonstration where you develop the content of your presentation. Use correct methods to show all necessary steps. For all action, try to relate WHAT and HOW to do it and also WHY it is done. Example: for the action – greasing a pan to prepare it for cooking eggs:

WHAT	Use an oil to create a non-stick barrier between the eggs and the cooking surface.
HOW	Spread 1-2 teaspoons of oil or butter evenly in the pan you will be using. Heat the pan.
WHY	The thin layer of oil prevents the egg from sticking to the pan while cooking.

While working, try to keep the center of your table surface neat, attractive and open. All actions should be visible to the audience in all areas of the room. Try to have materials in varying stages of completion if the steps take too long to do in front of a group, for example, demonstrating how to make a basket.

3. **SUMMARY** - The summary emphasizes what you want the audience to remember. It is not necessary to restate everything you have just said in the body of your demonstration. Keep it short and simple. A poster can also be used as a summary.

At the very end of the demonstration or talk, remember to say: "This completes my demonstration. Are there any questions or comments?" If there are questions, repeat them so all in the room can hear both the question and your answer. Answer to the best of your knowledge. If you do not know the answer, admit it and say you will try to find out for them or ask if someone in the room knows the answer. Remember, we all learn by doing demonstrations or giving talks and no one is expected to know everything.

Food demonstrators:

- Need an apron and a hair net or headband/hat/cap if hair is longer than to one's collar
- Should observe recommended safe food practices www.foodsafety.gov/keep/basics/index.html
- Should use clear mixing bowls so all can see the product as it is being mixed.

POLISH UP YOUR PRESENTATION WITH THESE POINTERS:

- The length of a demonstration/talk depends on the subject and the age category; more complicated talks take longer. (Juniors 3-8 minutes, Intermediates 4-9 minutes, and Seniors 5-10 minutes). See Horse Contest Guidelines for rules specific to that subject area
- If items are on trays, it is easier to set up and clean up after. Divide your work area into thirds: one with a tray for utensils and ingredients to be used, the middle to work in, and the third tray to put things on after using them.
- If disposable items are used in your demonstration, tape a paper bag on the side of the table to be used as a trash bag. Have a bin to place items when done using them.
- Have something available and handy to wipe up spills as they occur.
- Cover brand labels to avoid advertising a particular product. For example, after covering, rewrite "white glue" on the jar. You may also put ingredients in another container, labeled only for contents.
- Short pauses provide breathers for you and your audience. Pauses should not be so long that audience becomes uncomfortable.
- Avoid repeating phrases in your presentation. Example "Take and Put", "You Know".
- Appearance is important. Be neat. Remember your posture. Avoid swaying.
- If using visuals, be sure to refer to them during the demonstration or talk.
- Try to enlarge small techniques for all to see. Example: For a demonstration on "How to Sew on a Button", cut a large button form out of cardboard. Put in holes and sew on with yarn instead of thread so more than a few can see what you are doing.
- Practice before a mirror, your parents, friends, and club members.
- SMILE!
- Show your interest and enthusiasm in the subject matter as this convinces the audience of your interest and helps them to become more interested.
- Try not to memorize. Rather, talk through your demonstration in conversational tones.
- Keep eye contact with your audience and not with the back wall. Scout out your audience for friendly faces. You' ll find them.
- Be yourself - your best self.
- If there is a loud noise, such as a passing train or plane, stop talking until the noise has passed.
- If you are demonstrating with a running motor, speak loudly and project your voice over the motor sound.
- Keep your cool when demonstrating if things go wrong; equipment failures that may happen do not count against you in evaluation.

Things you can talk about during extended work periods:

- Your other 4-H experiences connected to the demonstration.
- Other opinions or techniques related to your demonstration: what family thinks of your recipe.
- Why subject is important and does it have any historical background?
- Alternative methods and why did you choose one way over another. If cooking with ground beef, why did you choose that over ground turkey? Explain differences between them.

TEAM DEMONSTRATIONS

Two – three people may give a demonstration together, but both should have equal amounts to say and do. While your teammate is demonstrating, be a silent helper. Team members should be about equal in ability and experience. Be careful that your demonstration is integrated together, not two individual demonstrations. Team demonstrations require more practice.