

# PRESENTATION DAY OVERVIEW

## PHILOSOPHY FOR PRESENTATION DAY

The purpose of presentation day is to develop a method to communicate an idea or topic by showing, telling, or expressing your opinion. A presentation may be a **demonstration, a talk, a speech, or a skit**.

A UC 4-H Presentation helps you learn to:

- Research a subject
- Organize ideas in a logical order
- Share your spark or your passion
- Practice public speaking skills

## OBJECTIVES FOR PRESENTATION DAY

- To learn how to research a subject.
- To organize your ideas in a logical order.
- To learn to share your spark or your passion.
- To practice public speaking skills.

UC 4-H offers opportunities for you to realize your true and full potential while learning about your spark. A spark is something that you are passionate about; it really fires you up and gives you joy. Use your spark to help you find what excites you and brings you purpose. Every member is encouraged to give a presentation each year. Show what you've learned; give a presentation. As you participate in projects, you collect information and ideas that can be shared with others. This sharing of information is part of the learning process.

# "P.A.V.E"

There are a lot of things to remember when you are "performing" your speech or demonstration. For right now, we are going to focus on four important steps that will help your audience follow your presentation. We will use the acronym "P.A.V.E." to remember these steps:

## **P: Pace**

The easiest mistake to make as a speaker is to talk too fast! Practice your presentation in front of an adult or your siblings and ask them to tell you if you talk too fast. It is a good idea to talk especially slowly while you share very important points in your presentation.

## **A: Audience**

Remember your audience by making eye contact and smiling.

## **V: Volume**

Make sure your audience can hear you.

## **E: Energy**

Be excited about your topic! Tell the audience what you like about your topic and what it means to you. And smile! If it seems like you don't care about the topic then the audience won't care either.

## ANATOMY OF A 4-H PRESENTATION INTRODUCTION

### Introduction

- Start with an attention-grabbing line (e.g., "I didn't know that the boat was going to sink... really I didn't!"), quotation, or appropriate trick
- Introduce yourself: "Hello, my name is \_\_\_\_\_ . I am a member of the \_\_\_\_\_ 4-H Club/Project. This is my \_\_\_\_\_ year in 4-H, and my \_\_\_\_\_ year in the \_\_\_\_\_ project. This is my presentation on \_\_\_\_\_ (e.g., "How To Keep Your Boat Afloat")
- Share why you selected this topic
- Share why you think this topic is important to the audience

### Body

This is the part of the presentation in which you show and/or tell HOW you will address the heart of your topic - your MAIN IDEA. What do you need to DO, SHOW, and/or SAY to express your main idea? Pay close attention to the ORDER in which you put your ideas or steps - your audience should be able to follow your ideas or steps in a logical, natural order DO or SHOW SAY NEED (supplies, equipment, visuals)

	Do Or Show	Say	Need (supplies, equipment, visuals)
B o d y			

### Summary Statement and Q&A

This is your last chance to express your main idea to your audience. What do you really want to express your main idea to your audience? What do you really want your audience to remember? What was accomplished? What does this really mean to you? (Never introduce new material in the summary.) Then ask your audience "Do you have any questions?" The audience will have 3-5 minutes to ask questions. Before responding, always REPEAT the question being asked.

# 4-H Presentations Tip Sheet

## What Is Your Style? - Demonstration or Illustrated Talk

### Ask yourself!

Do I want to show and explain the actual steps in doing something?	Do a demonstration
Are visuals the best way to explain my topic?	Do an illustrated talk
Can I take all the equipment needed or does space allow use of equipment? If the answer is "no,"	Do an illustrated talk
Am I teaching members of a small group how to do a new skill?	Do a demonstration

## What Are the Differences?

### Demonstration

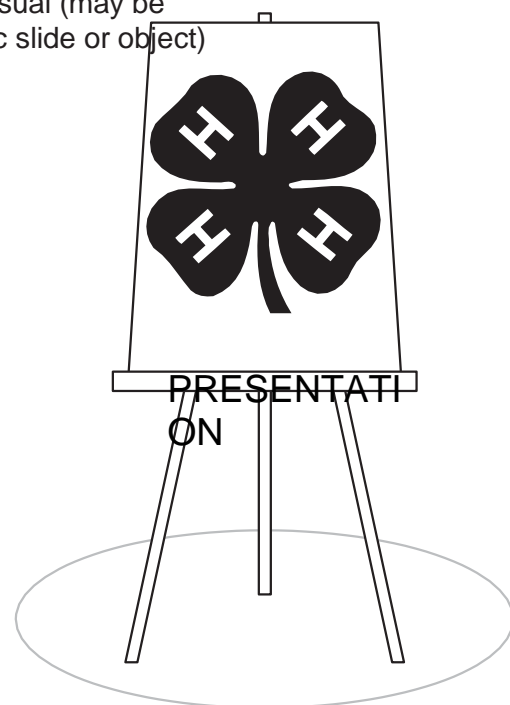
- A demonstration is DOING.
- A demonstration is SHOWING HOW.
- As you show how, you tell how.
- In a demonstration you MAKE something or DO something.
- There is always a finished product.
- Minimum of 4 posters or electronic slides must include:
  - Title and name
  - Materials/supplies
  - Directions (step by step)
  - Summary

### Illustrated Talk

- An illustrated talk is TALKING.
- An illustrated talk is TELLING HOW
- In an illustrated talk you use visuals: CHARTS, PICTURES, MODELS, CUTOUTS, ETC.
- Minimum of 1 visual (may be poster/electronic slide or object)

## What Is the Same?

- Select a 4-H project you enjoy.
- You may use an outline sheet/note card to remind you of your steps, **but** note cards cannot be held during the presentation.
- No live animals permitted.
- Individual presentations, not teams.
- Organization and visibility of the work area are important; make sure the audience can see materials from all angles in the room.
- Length of time:
  - Juniors (9-11 years) – 2 to 5 min.
  - Intermediate (12-13 years) – 5 to 8 min.
  - Seniors (14-19 years) – 8 to 15 min.



# 4-H Presentation Helpful Hints

## Steps in Developing your Presentation

- Visualize the audience
- Choose the project most interesting to you
- Decide a goal
- Gather information
- Develop an outline
- Organize your presentation
- Practice with equipment or visual aids
- Consider the title
- Practice your presentation several times

## Posters

- Standard poster size is 22 by 28 inches
- Dark, block letters on light colored poster board
- Letters should be larger for titles and smaller for other print
- Use a ruler for straight lines
- Practice using your poster
- Pictures and drawings go along with topic
- Even margin around poster

## Check it Over

### Ask yourself:

- Is it large enough for the audience to see?
- Is it easy to use?
- Is it colorful?
- Does it stress or explain a point

## Demonstration Poster/Electronic Slide Examples

<p><b>How to make a peanut butter and jelly sandwich</b></p> <p>By: John Smith Clover 4-</p>	<p><b>Materials Needed:</b></p> <p>2 pieces of bread Peanut butter</p>	<p><b>Steps:</b></p> <p>1. Use the knife to spread peanut butter on</p>	<p><b>Summary:</b></p> <p>Peanut butter and jelly sandwiches are fun, easy to</p>
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- Remember electronic slides add to a presentation, but the audience is looking and listening to you as well.
- Know your audience, a cartoon or humorous quote may not be effective.
- When choosing a design background, maintain that same background throughout the slides.
- Do not pack too much information on one slide.
- Limit the use of wild colors, noises, and animations – they could distract from your message.
- Use appropriate fonts, colors, and pictures that match your topic – continue the color scheme throughout.
- Make sure the audience can read your slides.
- When presenting information do not turn and read off the slide/screen.
- Bring an extra copy of your presentation saved on a disk or thumb/flash drive and a hard copy in case the computer is not working.
- Practice your presentation and use of equipment beforehand

### Check it out!

Check the 4-H Presentations Score Sheet to see what you will

## 4-H EDUCATIONAL PRESENTATION TOPIC SUGGESTIONS

### AEROSPACE

Construct and fly a rocket  
Building a solid engine rocket  
What is aerospace  
Careers in aerospace

### AGRONOMY

Weed, insect or disease control  
Harvesting & Storage tips  
Financial records & management  
Career opportunities  
Treating corn seed  
Testing seeds  
Calibrating a grain drill  
Reducing root rot  
Testing soil for nutrients  
Treatment of small grain seeds  
Taking a soil sample  
Germination testing  
Taking corn moisture sample

### AUTOMOTIVE

Cleaning a carburetor  
Battery care  
Proper way to fill a grease gun  
Check and adjust spark plug cap  
Keeping fuel clean

### BEEF

Health care  
Housing  
Building a back scratcher  
Fitting and showing beef calves  
Health concerns  
Feeding beef animals  
Keeping feed records

Trim the feet of a calf  
Showmanship  
Making a rope halter  
Breeds of Beef  
How steers are judged  
Benefits of beef in your diet  
How food moves through a cattle digestive system  
Giving injections  
Parts of a calf  
Methods of grilling beef  
Beef parasites  
Knot Tying

### BICYCLE

Buying and wearing a helmet  
Road rules and signals  
Purchasing a bike  
Parts of a bike  
Repairing a loose chain  
Tire repair

### CHILD DEVELOPMENT

Stages of development  
Learning games  
Healthy snacks for kids  
First aid boxes Babysitter tips  
Keeping babies safe  
Infant care  
Age appropriate play  
Careers in child development

### CITIZENSHIP

Good and poor citizenship  
County's early citizen(s)  
Showing reverence to the flag

Citizenship opportunities in community

### CLOTHING

Good pressing techniques  
Good grooming habits  
Texture, line or color & your figure  
Uses of laundry products  
Prepare & alter a pattern  
Removing stains from fabrics  
Equipping a sewing box  
Care & use of pressing equipment  
Tie-dying  
Accessorize with color  
Clothing labels  
Pattern types/sizing  
Seasonal clothing plan  
Mix and match outfits  
Correct fabric for pattern  
Appropriate dress for special jobs  
Evaluating a constructed garment  
How to read a pattern  
What to know about shears and scissors  
Closet arrangement  
Pattern layout on plaid  
Sewing on buttons, snaps, hooks & eyes  
Buying a sewing machine  
Taking measurements  
Clothing advertising  
Deciding what to buy  
How to return merchandise  
Types of fabric and fibers  
How to patch a garment  
How to repair a hem

### COMPUTERS

Using computer as a tool in project  
Career opportunities  
Uses of computers  
Reducing back and eye strain  
How computer operates  
Parts of a computer  
Storing and sharing data  
Kinds of software  
Online safety  
Using graphics  
Computer ethics  
How disks work  
Chat etiquette  
History of computers  
Building websites  
Make charts and graphs

#### CONSERVATION & FORESTRY

Preparing a sod waterway  
Transplanting pine seedling  
Propagating forest trees  
Propagation of shrubs  
Potting a plant  
Watering and care of cut flowers  
Importance of soil conservation  
Career opportunities  
Identifying trees and leaves  
Improving farm woodland  
Soil erosion: problems & solutions

#### DAIRY

Reducing mastitis in dairy cows  
Production of quality milk  
Bedding for dairy cattle  
Pedigree  
Water pollutants  
Recognizing a healthy calf

#### DOGS

Training a dog for the show ring

Building a dog house  
Dog obedience

#### ELECTRICITY/ELECTRONICS

Types of light sources & fixtures  
Plan a lighting system  
Choosing efficient appliances  
Care & use of home electrical equipment  
Care of farm electrical equipment  
Electric motors and controls  
Adequately wired home/safety features  
Making a portable yard light  
Automatic flood lighting  
Construction of any electrical article  
Installing convenience outlets  
Reducing electric bill  
Making an electric heat lamp  
Fire hazards of electricity  
Make an extension cord  
Rewire a lamp  
Explain nuclear energy  
Explain how radio or TV works  
Build simple microphone  
Electronics in the home  
Appliance nameplates  
Identifying electronic symbols  
Classifying circuits  
Stripping wire  
Using a volt-ohm meter  
Electrician's tools  
Soldering

#### ENERGY

Home insulation  
Weatherizing your home  
Saving fuel in home heating/cooling  
Energy efficiency with home appliances  
Solar energy  
Making a draft dodger

#### ENTOMOLOGY

Collecting and mounting butterflies  
Making a killing bottle  
Making an insect net  
Controlling moths  
Identifying & exhibiting insects  
How insects move  
Insect migration  
How insects transmit disease  
Insect behavior  
Night insects  
Insect predators  
Insect parts  
Soil insects  
Insects on animals  
Insect control techniques

#### ENVIRONMENT

Earth's layers  
Mineral comparisons  
Soil types  
Composting  
Bacteria  
Fungi  
Earthworms  
Recycling

#### EXPRESSIVE ARTS

Local artist, sculpture, work  
Share a skill (e.g. knit, sculpt)  
Demonstrate art technique  
Care of art tools and equipment  
Art in our world  
Career opportunities

#### FISHING

Kinds of lures  
Making worms  
Tying fly fishing knots  
Stocking a tackle box

Watershed  
What to take on a fishing trip  
Boating safety  
Kinds of fish  
Fileting a fish  
Cooking fish  
Parts of a fish  
Casting  
Smoking fish  
Scaling fish  
Fishing ethics

### FOOD AND NUTRITION

Making a quick bread  
Tips for working with an oven  
  Measuring tips  
Safety tips with knives  
Food storage tips  
Buying fresh fruits, vegetables or meat  
Tips for healthy lifestyle  
Substitutions in baked products  
Uses of spices and herbs  
  Packing a safe lunch  
Food fads for teen athletes  
  Fitness in your life  
Nutritious snacks  
Fad dieting  
Grilling meats  
Art of salad making  
Tempting tacos  
Frosting a cake  
Basic 4 meal planning  
Table settings  
Using food blender, processor  
Preparing fruits for freezer  
Preparing vegetables for freezer  
Preparing meat for freezer  
Microwave magic  
Compare micro & conventional baking  
Serving with eye appeal

### GOATS

Identify breeds of meat goats  
Identify breeds of dairy goats  
Anatomy of goats  
Equipment for raising goats  
Breeding goats  
Kidding goats  
Fitting & showing goats  
Foot rot treatment  
Diseases within goats  
Vaccinations  
Feed goats  
External parasites  
Milk production Records  
Milk safety/quality

### HEALTH

Making a first aid kit  
Light for reading  
Dental health  
Correct posture  
Good sanitation

### HOME ENVIRONMENT

Accessorize your room w/color  
Cleaning wood products  
Cleaning upholstered furnishings  
Replacing floor or wall covering  
  Installing a storm door  
Changing furnace filters  
Repairing plumbing  
Making draperies or curtains  
Measuring for ready-made draperies  
Storage and shelving ideas  
Making a centerpiece  
Selecting a table cover  
Use and care of paint brushes  
  Closet accessories  
Matting and framing pictures

Applying wood finishes  
Lamp shades  
Flower arrangements  
Bulletin boards  
Refinishing furniture  
Chair pads  
Replacing window panes

### HORSE

Making a horse jump  
Care of horse's hoofs  
Cleaning a saddle and bridle  
Training a colt  
Fitting and showing my horse  
Proper care of horse after exercise  
Showmanship

### HORTICULTURE

Plant nutrition  
Insect, weed or disease control  
Career opportunities  
Home grounds improvement idea  
Flower gardening and ornamentals  
Small fruit crop  
Vegetable crop  
Planting a seed bed flat  
Making a garden plan  
Grafting fruit trees  
From seed to garden plant  
Lawn mower care  
Transplanting plants  
Potting house plants  
Planting seeds/seedlings  
Staking and pruning tomatoes  
Making a compost pile  
Making soil mixture for potting  
Light requirements for plants  
Kinds and uses of mulch  
Preparing a garden exhibit  
How plants take up water & minerals

Importance of topsoil for growing plants  
Growing spring bulbs indoors  
Crop  
Rotation  
Tubers  
Fertilizers

### LEADERSHIP

Parliament procedures  
Elements of effective meeting  
How to make a resume  
Goals setting  
Different leadership styles  
Club officers

### MEATS

Knives, cuts, and cutting meat  
Outdoor cookery  
Meat for breakfast  
Wise shopping  
Nutritional, caloric & cost comparisons  
Cooking with ground beef, ground pork

### MONEY MANAGEMENT

Writing a check/managing checking account  
Money problems  
Preparing a budget  
Values gained keeping personal account

### OUTDOOR AND ADVENTURE

Planning an outdoor adventure  
Equipment needed  
Safety skills  
Cooking meals outdoors  
Careers related to outdoors  
How to read a map  
“Leave no trace”  
Hiking  
Kayaking  
Packing a backpack

Knot tying

### PHOTOGRAPHY

Parts of a camera and what they do  
Posing subjects for pictures  
Taking pictures to tell a story  
Mounting pictures in scrapbook  
Photographing animals  
Displaying your photographs  
Choosing camera for your needs  
A simple homemade camera  
Storing your negatives  
Lighting  
Choosing frames  
Digital photography  
Kinds of cameras  
Kinds of film  
Using computer software to enhance images

### POULTRY

Making an egg candling lamp  
Health care  
Housing  
Proper nutrition  
Breed description  
Preparing a chicken for show  
Egg grading  
Omelet making  
Poultry judging  
Poultry cooking  
Identification of parts  
Poultry washing  
Hatching chicks  
Poultry diseases  
Hen reproductive tract  
Egg Parts

### RABBITS

How to pick up a rabbit  
How to tattoo a rabbit

Preparing a rabbit for show  
Weather concerns  
Breeds of rabbit  
Uses for rabbits  
Rabbit feed  
External parasites  
Showmanship  
Caring for orphaned rabbits  
Necropsy

### RESOURCE MANAGEMENT

How credit cards work  
How checking accounts work Interest  
Wants and needs Saving vs.  
investing  
Financial goals  
Savings plans  
Budgeting  
Credit reports

### SAFETY

Mouth to mouth respiration/CPR  
Building safe campfires  
Safety for disasters  
Gun safety  
Importance of seat belts  
Know your fire extinguisher/what to do if in a fire  
Basic first aid  
Storing pesticides safely  
Observing chemical warnings on labels

### STEAM

G

### SHEEP

Fitting, blocking & showing sheep  
Grading wool  
Care of wool at shearing time  
Foot rot treatment  
Docking a lamb

Shearing  
Vaccinations  
Feed lambs  
External parasites  
Clipping navel cords  
Breeds of sheep  
Delivering a lamb  
Saving a weak lamb  
Trimming hooves  
Sheep parts  
Retail cuts of lamb  
Veterinary supplies  
Sheep selection tips

#### SMALL ENGINES

Types of engines  
Types of tools  
Waste materials  
Identifying engine parts  
  Checking the piston pin diameter with a vernier caliper  
Changing engine oil  
Service an air cleaner  
Finding engine small part numbers  
Using a torque wrench  
Checking the engine spark  
Measuring engine speed

#### SWINE

Ear-notching pigs  
Making a movable loading chute  
Parasite control  
Feeding and care of the brood sow  
Housing for the swine herd  
Keeping feed records  
Care of pigs from birth to two weeks  
Construction of a hog shed  
Pg parts  
Swine breeds  
Swine diseases  
Minerals pigs require  
Cuts of pork  
Choosing pork  
Pork recipes  
Swine digestion  
Farrowing  
Weaning  
Buying feeder pigs

#### WEATHER

How earth and sun affect our weather  
Making a rain gauge  
Causes of weather activities/changes  
Severe weather

#### WELDING

Safety  
Basic of welding  
How to make a basic joint  
Welding bead  
Different types of welders  
Careers in welding

#### WOODWORKING

Selection of woodworking tools  
Use and care of tools  
Characteristics of different woods  
Safety in a shop  
Career Opportunities  
Identify types of grits of sandpaper  
Techniques & tools of sanding  
Simple wooden toy  
Correct use of a hand drill  
Safe procedure for driving a nail  
Make picture frame w/miter box  
Types of wood and their uses  
How lumber is transported  
Grades of wood and their uses  
Cleaning a paintbrush