

# Public Presentations/Demonstration Judging Overview

*4-H members, this is a copy of things the judge may consider in judging your presentation.*

As a Judge of 4-H Public Presentations, you have a privilege and an opportunity to help reassure 4-H members about the things that they are doing well and advise them how they can improve their Public Presentations. While developing their presentations and presenting them on several levels the 4-H members have learned much. Each time that they deliver their presentations and are evaluated, the 4-H members will improve.

The Public Presentations judging sheets we have included list general areas for your guidance in judging the presentations. The following explanations will assist in making a more objective evaluation of each 4-H member.

- 1) **Time** Overall - Minimum time is 3 minutes  
- Maximum time is 20 minutes *(Set up and take down time included)*  
Specifically  
Juniors 3 – 8 minutes  
Intermediates 5 - 15 minutes  
Seniors 8 – 20 minutes
- 2) **Note Cards** NOTE CARDS MAY BE USED
  - Refer to cards only do not read.
  - Cards should not be visible to audience.
  - 4-H members should know their material thoroughly and only use cards to remain organized in their thoughts and presentation.
  - Cards are also necessary in the unlikely event that the 4-H member forgets or draws a mental blank.
- 3) **Introduction ~ Is it a catchy introduction? i.e.:**
  - Does the introduction tell the purpose of the public presentation?
  - Asking a question - why is public presentation being given? Is the subject important?
  - Stating statistics
  - Showing a completed product
  - Stating a problem, what is gained?
  - Showing a provocative slide
  - Involving the audience - is it of interest to the audience?
- 4) **Subject**
  - Is it useful and interesting?
  - Is it something that is practical?
  - Can it be used often?
  - Would the average person use it?
  - Is it up-to-date?
  - Is it accurate?
  - Is it recent?
  - Is it related to 4-H member's experience?
  - Is it suitable for member's age and maturity?
- 5) **Organization**
  - Shows planning – gives general impression of careful thought.
  - Follows logical order – easy to follow procedures.
  - Each step made clear – “Why” is given as presentation progresses.
  - Purpose carried out.
    - Person does what they said they would do.
    - Person sticks to theme.
    - Kept within time limits – too long or too short.
    - Developed theme well or did not develop enough.
- 6) **Skill** The presentation shows practice, knowledge, and experience with subject, equipment, and material.
  - 4-H member works smoothly and easily.
  - Is familiar with equipment.
  - Handles visuals easily and works them into presentation.
  - Is calm when emergencies arise.



7) **Visuals** Are visuals appropriate, neat, and effective?

- Simple in design?
- Large enough?
- Uncrowded posters and charts?
- Related to subject?

8) **Audience Vision**

- Mirror tilted over work area or
- Table tilted or
- Enlargement or
- Model or
- Holds item up
- Keep work table clear of unnecessary items or
- Has nothing in front of work being done

9) **Manner, voice, appearance, friendly and businesslike manner**

- Sets up and checks own equipment.
- Is direct and poised.
- Makes good audience contact, looks directly at people.
- Seems interested in what they are doing.
- Is convincing.
- Stands on both feet – good posture.
- No distracting mannerisms.

Neat, Clean and Appropriately Dressed.

- Clean and pressed clothing.
- Shoes free of dust and dirt.
- Hair clean and out of face.
- Clothing suited to presentation.

Voice

- Good volume.
- Clear and understandable.
- Speaks slowly enough.
- Non-rehearsed and natural.
- Good voice projection.

Uses correct English – good choice of words.

10) **Closing**

- a. Good conclusion – including main points re-emphasized.
  - Why the subject is important.
  - How the member benefits from knowledge.
  - How audience benefits.
- b. A high quality product or a completed process shown.
  - Should be good enough to stimulate audience to want to repeat.
  - Should serve as an example.
- c. Questions answered adequately or offer to secure information or refer questions to a resource.

11) **Effect on Audience**

- Interest maintained – no bored looks.
- Audience intent on performance.
- Favorable audience response.
  - Check your own performance.
  - Murmur of comments at close often indicates favorable response.
  - Don't count on applause.
  - How well has this 4-H member done what he/she started out to do?

