

# Berkshire 4-H Visual Presentations

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January 26, 2017

Dear 4-H Volunteer,

Visual Presentation (VP) time is here! Teaching communication skills is a unique and important part of the 4-H Program. Each year, 4-H offers a Visual Presentation Program, which gives members a chance to:

- Improve their communication skills
- Share information with others
- Learn how to better organize their thoughts and information
- Develop public speaking skills in order to teach, entertain or persuade others to take action on a particular topic

All clubs are encouraged to have members give presentations at the club level. For those who would like to gain more experience, we offer a County Visual Presentation Competition. This contest offers youth the opportunity to give a formal presentation including posters and other visuals, which will help the audience learn about the subject they have chosen. 4-H'ers may give a formal demonstration, illustrated talk, extemporaneous speech or public speech (senior only) on a subject of interest to them (see enclosed class list for category topics). A Junior (ages 8-13) VP: 3 to 10 minutes, a Senior (ages 14-18) VP: 7 to 10 minutes. Each presentation will be judged, and all participants will receive a Danish ribbon. Those judged to be 'outstanding' in their category will be invited to go on to the State competition on Saturday, April 1<sup>st</sup>, in Bedford, MA.

## When & Where:

*Saturday, March 18<sup>th</sup>*

1:15 - 1:45 PM Registration

The program will begin promptly at 2 PM. All ribbons will be awarded at an end of the event ceremony. Please plan to stay for the duration

(*approximately* until 4:30 PM)

Boys & Girls Club,

16 Melville St., Pittsfield

**USE THE SIDE DOOR (Drive past the club & park in the parking lot beside the building. The door is set back along the side. There will be signs.)**



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Training Available – Contact the 4-H Office if you would like someone to come to your club. There is also a great DVD available in the office.

Note: Horse Presentations – The communications team for Louisville, Kentucky National Horse Round-Up consists of a public speech, individual presentation and team presentation (horse related topics given by seniors only) and is selected from presentations sent on the State Contest on April 1<sup>st</sup>. For more information on the national contest, you can go to their website, [www.4hroundup.com](http://www.4hroundup.com).

Registration – Forms are due March 3<sup>rd</sup>. We must have forms on that date to plan for an adequate number of judges. If you miss the deadline with your paperwork, make sure you call in the information **immediately!** This will avoid delays and confusion for everyone involved!!!

Tips & Tricks – There are some great resources on the mass4h.org website. Look under “Communications Program”, there you will see Visual Presentations listed with many pdf files to look at.

Hope to see members from your club on the 18<sup>th</sup>! Call the 4-H Office if you have any questions or need assistance.

Sincerely,



Angelica J. Paredes  
Extension Educator

One per club – Only one volunteer per club is receiving this mailing so be sure to share with your co-leaders and members. Additional copies may be requested from the 4-H Office.

Power point presentations are open to seniors only.



➔Please note: If a 4-H'er is doing a food related presentation there are **NO PEANUTS OR PEANUT PRODUCTS ALLOWED!**

**REGISTRATION FORM**  
**COUNTY 4-H VISUAL PRESENTATIONS**

Please complete the following information for all club members interested in giving visual presentations at the county level and return by March 3<sup>rd</sup> to:

Angelica Paredes  
4-H Program  
78 Center St., Ste 205  
Pittsfield, MA 01201

**\*Get class number  
from the CLASS  
LIST on the next  
page.**

LEADER'S NAME \_\_\_\_\_ TELEPHONE \_\_\_\_\_

CLUB NAME \_\_\_\_\_ COUNTY \_\_\_\_\_

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NAME \_\_\_\_\_ \*CLASS NO. \_\_\_\_\_

STREET \_\_\_\_\_ CITY \_\_\_\_\_

TELEPHONE \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_  
Month/day/year

YEARS IN 4-H \_\_\_\_\_ YEARS GIVING VISUAL PRESENTATIONS \_\_\_\_\_

TITLE OF PRESENTATION \_\_\_\_\_

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NAME \_\_\_\_\_ \*CLASS NO. \_\_\_\_\_

STREET \_\_\_\_\_ CITY \_\_\_\_\_

TELEPHONE \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_  
Month/day/year

YEARS IN 4-H \_\_\_\_\_ YEARS GIVING VISUAL PRESENTATIONS \_\_\_\_\_

TITLE OF PRESENTATION \_\_\_\_\_

(Additional members may be listed on back)

NAME \_\_\_\_\_

\*CLASS NO. \_\_\_\_\_

STREET \_\_\_\_\_

CITY \_\_\_\_\_

TELEPHONE \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_  
Month/day/year

YEARS IN 4-H \_\_\_\_\_

YEARS GIVING VISUAL PRESENTATIONS \_\_\_\_\_

TITLE OF PRESENTATION \_\_\_\_\_

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NAME \_\_\_\_\_

\*CLASS NO. \_\_\_\_\_

STREET \_\_\_\_\_

CITY \_\_\_\_\_

TELEPHONE \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_  
Month/day/year

YEARS IN 4-H \_\_\_\_\_

YEARS GIVING VISUAL PRESENTATIONS \_\_\_\_\_

TITLE OF PRESENTATION \_\_\_\_\_

\*\*\*\*\*

NAME \_\_\_\_\_

\*CLASS NO. \_\_\_\_\_

STREET \_\_\_\_\_

CITY \_\_\_\_\_

TELEPHONE \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_  
Month/day/year

YEARS IN 4-H \_\_\_\_\_

YEARS GIVING VISUAL PRESENTATIONS \_\_\_\_\_

TITLE OF PRESENTATION \_\_\_\_\_

<b>VISUAL PRESENTATION CATEGORIES: All Ages</b>	<b>Time limits:</b>
	<b><i>Cloverbud (ages 5-7) – 1 to 4 minutes</i></b>
<b>Cloverbud</b>	<b><i>Junior (ages 8-13) – 3 to 10 minutes</i></b>
CB1 Cloverbud VP (county level only)	<b><i>Senior (ages 14-18) – 7 to 10 minutes</i></b>
<b>Junior and Senior</b>	VP25 Horse Breeds/History
VP1 Food & Culinary Topics	VP26 Horse Breeding and Uses
VP2 International Foods	VP27 Miscellaneous Horse Topics
VP3 Health/Nutrition/Personal Care	VP28 HORSE RELATED TEAM; SENIORS ONLY Time for this category only is 10-15 minutes; PP allowed
VP4 Clothing & Textiles	VP29 Veterinary Science
VP5 Child Development	VP30 Mechanical Science & Engineering
VP6 Consumer Education	VP31 Computers/Technology/Robotics
VP7 Natural Resources/Environment	VP32 Aerospace/Rocketry/Astronomy
VP8 Marine/Aquatic Life	VP33 General Science/Science Project
VP9 Wildlife	VP34 STEM (science, technology, engineering, math)
VP10 Recycling/Conservation/Energy	VP35 Entrepreneurship/Inventions
VP11 Plant Science/Gardening/Entomology	VP36 Career Exploration
VP12 Dairy/Beef/Working Steer	VP37 Social Issues/Ethics
VP13 Sheep/Swine/Goats	VP38 Leadership/Citizenship/Community Service
VP14 Rabbits/Cavies	VP39 History
VP15 Poultry/Embryology/Birds	VP40 Famous People
VP16 Dog Training	VP41 Hobbies/Collections/Games
VP17 Dog Care	VP42 Travel/Culture
VP18 Canine Sciences/Genetics	VP43 Team Sports
VP19 Dog Breeds/History	VP44 Individual Sports/Recreation/Fitness
VP20 Amphibians/Reptiles	VP45 Safety
VP21 Pets/Pet Care	VP46 Performing Arts/Entertainment
VP22 Horse Care & Management	VP47 Visual Arts/Fine Arts/Photography
VP23 Horse Training	VP48 Crafts
VP24 Horse Showing	VP49 Literature & Written/Verbal Communication
<b>PROJECTION CATEGORIES: Seniors Only (14-18)</b> <b>IMPORTANT!!! You must provide all your own equipment including the projector</b>	<b><i>Projection includes PowerPoint, Prezi, etc.</i></b> <b><i>Time limit for Projection is 7 to 10 minutes</i></b>
PC1 Projection – Horse Topics	PC3 Projection – Any Other Subject
PC2 Projection – All Other Animal Topics	
<b>EXTEMPORANEOUS SPEAKING CATEGORY:</b> <b>Seniors Only (14-18)</b>	<b><i>Time limit for Extemporaneous is 3 to 6 minutes</i></b>
ES1 Extemporaneous Speaking	
<b>PUBLIC SPEAKING CATEGORIES: Seniors Only (14-18)</b>	<b><i>Time limit for Public Speaking is 5 to 10 minutes</i></b>
PS1 Horse Related Subject	PS3 Persuasive/Editorial
PS2 Factual/Informational	PS4 Motivational/Inspirational



## **INSTRUCTIONS:**

- Each participant may enter one category only.
- 4-H Visual Presentation categories are divided into three age divisions (age determined Jan. 1):  
Cloverbuds, ages 5-7                      Juniors, ages 8-13                      Seniors, ages 14-18
- Cloverbuds may enter at the county level; they may not participate at the state level.
- Pre-registration is required for county competition; only those selected at the county competition may compete at the State Visual Presentation Day. Youth selected for state competition will be notified by their 4-H Educator and the 4-H Educator will register them for State Visual Presentation Day.
- Only seniors may compete in Projection Categories, PC1, PC2 and PC3. A presentation that uses PowerPoint, Prezi or any other method of electronic projection must be entered in one of these categories. *Important: Member must provide all equipment he/she needs including the projector.*
- The following are not allowed:
  - Weapons including, but not limited to, knives, swords, syringes, etc. (small knives allowed for cooking demonstrations)
  - Live animals
  - Lighters, matches or fire
  - Audience participation (including parents) and/or coaching from the audience
  - Use of any projection or video clips (on laptop or any other device) in a VP category

## **HELPFUL INFORMATION:**

- A table and easel are provided – bring all other items that you need. You should provide a table cover if you will be using the table.
- If you are exhibiting in a projection category (PC) internet access is not available in the classrooms.
- Notecards are allowed but participants should not be reading their presentations.
- Posters need to be neat, legible and easily read from a distance. Use of computers for lettering is encouraged.
- For more information, see the Visual Presentation section of the 4-H website under Communications.

## **JUDGING AND JUDGES:**

Junior and senior 4-H members are judged using the Danish system; this means each presentation is judged on its own merit using a specific set of criteria. Each is awarded a blue (excellent), red (very good) or white (good) award. Cloverbuds are not judged competitively and each presenter receives a Cloverbud ribbon. All presenters receive feedback from the judges. This feedback is intended to assist the member improve future presentations.

At State Visual Presentation Day the presentations awarded a blue Danish are considered for a rosette; blue (1<sup>st</sup>) and red (2<sup>nd</sup>) rosettes may be presented in every category. Danish ribbons are presented in the classroom. Rosettes are announced and presented during the afternoon awards program held in the auditorium.

Judges are provided with criteria and judging sheets, and are trained and oriented for this activity. We must all understand that there is still some personal judgment involved in the judging process as each person sees things in a unique way.



## SUGGESTIONS FOR BLUE RIBBON VISUAL PRESENTATIONS



**Appearance:** Good grooming is important! Ties, jackets and dresses are not always a requirement. School clothes are usually appropriate. Some presentations require specific or protective clothing. Long hair should be held back to prevent distraction. Food members with long hair should wear a headband or ribbon. Distracting jewelry should be avoided.

**Introduction:** The introduction should give the highlights of what you are going to do in your presentation. Participants may be introduced by host/hostess or may give their own introduction. Participant may give information such as name, town, age, and number of year's member has given a presentation although this is not a requirement. The title of the visual presentation should create interest.

**Equipment:** Containers should be uniform whenever possible. Pre-measuring saves time! Do not bring a gallon if a cup is needed. However, accidents do happen, so have some surplus at hand.

**Time:** At 10 minutes and 30 seconds, the presentation will be penalized one ribbon placing. Under time, presentations will be scored under "time" on the evaluation sheet with appropriate comments. Danish placing should not be dropped if subject was adequately covered and was appropriate for the age and experience of the presenter.

**Content:** Major points should be clearly planned, in logical order and easy for the audience to follow. Each point should be supported with basic information limited to the subject. Sentences should be short and easy to understand. Junior presentations should be at least 3 minutes and senior presentations at least 7 minutes, but both are to be no longer than 10 minutes in length.

**Workmanship:** Shows specific skill of the presenter in handling subject well and in coping with the unexpected (spills, unsatisfactory finished products, etc.). Have a completed project or result to show if possible. Partially completed steps of "construction" may help to keep within the time limit.

**Visibility:** audience in all parts of room easily sees Steps.

**Illustrative Materials:** Most presentations need illustrated material in addition to the necessary equipment. Pointers, such as a ruler, pencil, etc. are used more effectively than a finger. Printing on posters should be clearly read by entire audience. Too many colors are confusing. The presenter should do all work.

**Sources:** If posters, handouts or illustrations are not original, credit should be given to the source.

**Summary:** A summary of some type is essential and required. It should be complete but short; a concise review of major points covered. A summary poster may or may not be used. No new material may be presented in the summary.

**Questions:** The participant must repeat the question asked so that the audience may hear the question, or phrase the answer in such a way that the audience knows what was asked in case they did not hear the original question. If the participant cannot answer, he should admit lack of knowledge and offer to obtain the information or refer to resource for the answer. If demonstrators wish to hand out recipes, etc., they should be made available after the presentation.

**Team presentation:** A team consists of two members. It is twice as difficult to do well, so a member should consider carefully before planning a team presentation.

