

How to Give a Demonstration

Giving a demonstration can be challenging and exciting. Think of it as an opportunity to teach others something you know. Make detailed plans before the presentation. Planning is very important for an effective demonstration.

Let's Get Started!

- ☉ **Select a topic.** *Pick a subject you know about, like your 4-H project.*
- ☉ **Research your topic.** *Be sure you have correct, current information.*
- ☉ **How much time?** *Plan for around 3 minutes.*
- ☉ **Identify your audience.** *What are their needs and expectations?*
- ☉ **Decide what you want to present.**
- ☉ **Make an outline.** *Follow a logical sequence. Write or type the outline on note cards,*

dividing the demonstration into three parts:

1. Introduction-brief and catchy
 2. Body or main part-clear, informative
 3. Summary-brief, repeats main points
- ☉ **Prepare posters or other visual materials,** *Use large well-spaced letters, words and art work that can easily be seen by the audience. Keep messages brief! Crowded posters are difficult to read. Be selective in planning your visuals. An excessive number may be difficult to handle. Plan sufficient narrative with each visual to allow the audience time to read or see the visual.*

Preparation and Planning

- ☉ **Investigate the demonstration site.** *What equipment will be available? What equipment will you need to supply?*

- ☉ **Make a list of everything needed for the demonstration.**
- ☉ **Decide how you will display your items.**
- ☉ **Avoid displaying name brands or labels.**
- ☉ **Use a table covering if demonstration is messy.**

The Demonstration

- ☉ **Arrive early** *Arrange the demonstration area and seating for convenience and visibility.*
- ☉ **Be neat and clean in appearance,** *especially your hands. Have good posture. Do not chew gum. Avoid wearing jewelry that will attract attention.*
- ☉ **Begin with an interesting introduction** *which includes the purpose of the demonstration. Be enthusiastic!*
- ☉ **Speak loudly enough to be heard by those in the back of the room.** *Pronounce words distinctly and use correct grammar.*



- Ⓢ Use **gestures** *that are natural for you, if gestures are used.*
- Ⓢ **Avoid attaching personal pronouns** *to objects such as "my" or "your".*
- Ⓢ **Keep noise to a minimum.**
- Ⓢ **Remove unnecessary equipment** *before bringing on new items and put away used or emptied containers.*
- Ⓢ **If something goes wrong** *explain why rather than trying to cover your mistake. Continue without making self-critical remarks. Be prepared with some filler.*

The Audience

- Ⓢ **Maintain eye contact** *with the audience as much as possible.*
- Ⓢ **Describe what you are doing** *and why.*
- Ⓢ **Let your audience see everything that you do** *Show the audience the product before and after completion.*

- Ⓢ **Display your finished product.**
- Ⓢ **Make a few concise statements** *that summarize your main points and finish with a confident, interesting comment.*
- Ⓢ **Clear demonstration area** *and leave it clean.*

Practice! Practice! Practice!

- Ⓢ **Practice your demonstration completely** *being well prepared will help you avoid mistakes and will greatly increase your confidence.*

Awards



Ribbon will be given to all participants.

Blue award winner will be invited to a county level contest to be held April.

Danny Bullington - Extension Agent
Carlene Welch - Extension Agent

Programs in agriculture and natural resources, 4-H youth development, family and consumer sciences, and resource development. University of Tennessee Institute of Agriculture, U.S. Department of Agriculture and county governments cooperating. UT Extension provides equal opportunities in programs and employment.

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Local Demonstration Contest
FEB..._____

Good Luck with your demonstration!