

23 December 2011

Dear Leaders and members:

**It's time for our PUBLIC PRESENTATION DAY!!** Members, public speaking is a valuable skill that will help you gain self confidence for now and the rest of your life. I hope that you are planning to participate. Leaders; it takes a lot of courage to speak before a group. Please help your members with your enthusiastic support and encouragement. Schedule practice time during club meetings.

Here is this year's information. Please read everything carefully.

1. We have two sites. Directions to both places are enclosed.
  - Saturday, January 28, 2012, 10am – 2:45pm at the Bethel Extension Center
  - Sunday, February 5, 2012
  - at the New Haven Extension Center from 1-4:30pm.

Seniors and juniors wishing to represent their county in the State Public Speaking Contest must present at their home County site. -To be considered a candidate from Fairfield County, you must attend the Bethel site. To be considered a candidate from New Haven County, you must attend the New Haven site.

2. Power Point presentations are now considered a visual presentation and are available at both sites. Please read the information under PUBLIC SPEAKING DIVISIONS for specific registration info if you are doing a Power Point presentation. See [www.fairfieldcounty4h.org](http://www.fairfieldcounty4h.org) for a factsheet on Power Point presentations.
3. Enclosed are the following:
  - 4-H Public Presentation Registration Form  
due January 23, 2012 for Fairfield  
due January 30, 2012 for New Haven
  - 4-H Public Presentation Evaluation form for Demonstrations, Illustrated Talks or Speeches  
due January 23, 2012 for Fairfield  
due January 30, 2012 for New Haven
  - Public Speaking Program information

Educational materials on Effective Public Speaking and Power Point Presentations are available on our website [www.fairfieldcounty4h.org](http://www.fairfieldcounty4h.org) or call or email Ede and the 4-H office will send you a copy.

4. Junior and senior youths will be selected from each county (New Haven and Fairfield) to represent that county at the State Public Speaking contest. To be eligible for consideration for the state contest, 4-Hers must present their speech or visual presentation in a specified room during the county contest.

## COUNTY PROGRAM INFORMATION for both sites

Participation in Public Speaking is a requirement for those wishing to be a Super 4-Her. Mail, email or fax to Ede Valiquette, 67 Stony Hill Road, Bethel, CT 06801, fax-203-207-3273, or [edith.valiquette@uconn.edu](mailto:edith.valiquette@uconn.edu). Questions? - [edith.valiquette@uconn.edu](mailto:edith.valiquette@uconn.edu), or 203-207-3264.

### All FORMS are DUE

- January 23, 2012 for Fairfield
- January 30, 2012 for New Haven

Unless indicated (seniors or juniors trying for State Contest) presentations should be from 3 - 8 minutes. The length of the presentation will depend upon the age and experience of the 4-Her and the topic being presented. The audience should be able to see your visuals from a distance of at least 20 feet.

### PUBLIC SPEAKING AGE DIVISIONS

Seniors- any youth 13 years old or older as of January 1, 2012

Juniors- any youth 12 years old or younger as of January 1, 2012

Clovers- any youth 7 or 8 years old as of January 1, 2012

### PUBLIC SPEAKING DIVISIONS

Speeches- note cards only – involves telling about something of interest to you without the use of visual aids.

The speech can be informative or argumentative.

#### Visual Presentations

Demonstration – involves doing something (making, creating, finishing, etc) while telling about what you are doing. This is usually the easiest type of presentation. First time participants are encouraged to do a demonstration

Illustrated Talk – involves telling about something while using an illustration such as a diagram, chart, model, or picture

Power Point - A demonstration or illustrated talk that uses computer technology. For Power Point presentations a screen, laptop, and LCD projector are provided. All presentations must be emailed to Ede ([edith.valiquette@uconn.edu](mailto:edith.valiquette@uconn.edu)), by the close of business on Monday, either **January 23 or 30, 2012** so that presentations can be loaded onto the laptop. Power point presentations must be PC compatible. Power Point presentations will not be accepted after the due date. Remember to have an alternate plan for your presentation in case the technology fails.

Team Demonstrations are available for any age group. A team is TWO people. Both participants must have an equal role in the presentation. Contact Ede for an evaluation form. **New this year** – This category is for first time presenters only.

### REGISTRATION

Everyone must pre-register for this event. You cannot register the day of the event. Participants will register for a specific time (see info on individual sites for times). You must arrive 15 minutes before your designated time. As a courtesy to speakers, everyone must remain in the room until the time slot is over.

To register - Mail, email or fax to Ede Valiquette, 67 Stony Hill Road, Bethel, CT 06801, fax-203-207-3273, or [edith.valiquette@uconn.edu](mailto:edith.valiquette@uconn.edu). Questions? - 203-207- 3264 or [edith.valiquette@uconn.edu](mailto:edith.valiquette@uconn.edu). **All FORMS are DUE** January 23, 2012 for Fairfield and January 30, 2012 for New Haven.

You are to return:

- 4-H Public Presentation *Evaluation* Form – either Demonstrations, Illustrated Talks or Speeches. 4-Hers wishing to do a team demo should contact Ede for the evaluation form.
- 4-H Public Presentation *Registration* Form
- Electronic version of Power Point presentation by close of business on either **January 23 or 30, 2012** so that presentations can be loaded onto the laptop. (see more info about Power Point presentations in Public Speaking Divisions – Power Point)

*You will be scheduled to speak in your 1<sup>st</sup> choice time slot unless you are otherwise notified.*

## EVALUATION

Youth 9 – 19 years old will be judged on the Danish System – that is participants are evaluated and placed in groups of achievement: Excellent; Very Good; Good; Worthy. All youth will receive their evaluations with comments at the end of their presentation.

Youth 7 and 8 years old will receive an evaluation and comments from the judge. They will also be given a special “Super Speaker” rosette ribbon for their efforts.

**Dress code for event** - Unless you are wearing something that complements your presentation the dress code is business casual.

## FAIRFIELD COUNTY SITE

Saturday, January 28, 2012, 10am – 2:45pm at the Bethel Extension Center

**Registration information** – Participants will register for a specific time. You must arrive 15 minutes before your designated time. **As a courtesy to speakers everyone must remain in the room until the time slot is over.**

TIME SLOT	ARRIVE TO FINALIZE REGISTRATION
10am- 11am	9:45am
11:15am – 12:15pm	11:00am
12:30pm – 1:30pm	12:15pm
1:45pm – 2:45pm	1:30pm

YOU MUST REGISTER FOR THIS EVENT BY January 23, 2012. Time slots are filled on a first come first served basis. **You will be scheduled to speak in your 1<sup>st</sup> choice time slot unless you are otherwise notified.** In case of bad weather call (203) 207-3264 to find out if this program has been postponed.

**FAIRFIELD COUNTY HONOR GROUP** – the Public Speaking Honor Group is a special recognition group for participants in the 4-H Public Presentation program. Members selected for the Honor Group will be recognized at 4-H Recognition Night.

To be eligible for the Honor Group the following criteria will be considered:

- Participation in the county program in January
- Blue Ribbon placing in January
- Experience in public speaking
- Number of times in Public Speaking Honor Group

The judges will recommend youth doing a variety demonstrations, talks and speeches.

## DIRECTIONS

### FAIRFIELD COUNTY 4-H PUBLIC SPEAKING PROGRAM

67 Stony Hill Road, Bethel, CT 06801

In case of bad weather call (203) 207-3264 to find out if this program has been postponed.

## NEW HAVEN COUNTY SITE

Sunday, February 5, 2012 at the New Haven Extension Center from 1-4:30pm.

YOU MUST REGISTER FOR THIS EVENT BY January 30, 2011. Time slots are filled on a first come first served basis. **You will be scheduled to speak in your 1<sup>st</sup> choice time slot unless you are otherwise notified.** In case of bad weather call (203) 207-3264 to find out if this program has been postponed.

**Registration information** – program is from 1pm - 4:30pm. Participants will register for a specific time. You must arrive 15 minutes before your designated time. **As a courtesy to speakers everyone must remain in the room until the time slot is over.**

TIME SLOT	ARRIVE TO FINALIZE REGISTRATION
1pm - 2 pm	12:45pm
2:15pm - 3:15pm	2:00pm
3:30-4:30pm	3:15pm.

## DIRECTIONS

### NEW HAVEN COUNTY EXTENSION CENTER 4-H PUBLIC SPEAKING PROGRAM

305 Skiff Street, North Haven, CT 06473

In case of bad weather call (203) 207-3264 to find out if this program has been postponed.

## STATE 4-H PUBLIC PRESENTATION CONTEST

at the CT 4-H Expressive Arts Day, March 10, 2012, at the UConn West Hartford Campus

**The Junior Public Speaking Contest** - each county may send one junior (age 9-12 as of 1/1/12) finalist in the visual presentation category and one junior in the speech category. Visual presentations may be a demonstration (one person, not a team), illustrated talk or Power Point presentation. All presentations must be done individually and last 3-5 minutes.

Delegates from each county will compose the Junior Elite Speaker Corps. 4-Hers must attend the day and give their presentation to receive their recognition. Junior Elite speakers will give their presentation at the State program and judges (up to 2) will provide comments to each speaker. Junior Elite speakers will receive recognition for being chosen as a county delegate during the Awards portion of State Expressive Arts Day. The highest scoring junior speaker in each division will receive special recognition.

**For the Senior Public Speaking Contest** each county may send one senior (age 13-18 as of 1/1/2012) finalist in the speech category (using note cards only) and one senior finalist in the visual presentation category. Visual presentations may be a demonstration (one person, not a team), illustrated talk or Power Point presentation. All presentations and speeches must be done individually and last 5-8 minutes. The highest scoring senior speaker in each division will share their presentation during the Award program later in the afternoon and will receive special recognition.

**New this year - youth who win the state contest are not eligible to participate in that division at the state contest again. For example, if a 4-Her won the state contest in the speech category, they would not be able to participate in that division again at the state level. They can however, participate in the visual presentation category at the state contest. A youth may be the county representative to the state contest in the same division until they win the State contest in that division.**

**2012 4-H PUBLIC PRESENTATION DAY  
REGISTRATION FORM**

All FORMS are DUE January 23, 2012 for Fairfield and January 30, 2012 for New Haven.

Fill out this form COMPLETELY and mail, email or fax to Ede Valiquette, 67 Stony Hill Road, Bethel, CT 06801, fax-203-207-3273, [edith.valiquette@uconn.edu](mailto:edith.valiquette@uconn.edu).

Please check which site you will be attending and indicate your *first* and *second* choice for times to speak. Please plan to arrive in time for your first choice unless otherwise notified. You must arrive 15 minutes before your presentation time and you must stay for the entire hour.

\_\_\_ Saturday January 28, 2012 10am – 2:45pm at the Bethel Extension Center

\_\_\_ 10am- 11am (arrive by 9:45am)

\_\_\_ 11:15am – 12:15pm (arrive by 11:00am)

\_\_\_ 12:30pm – 1:30pm (arrive by 12:15pm)

\_\_\_ 1:45pm – 2:45pm (arrive by 1:30pm)

\_\_\_ Sunday, February 5, 2012 at the New Haven Extension Center from 1-4:30pm.

\_\_\_ 1:00pm – 2:00pm (arrive by 12:45pm)

\_\_\_ 2:15pm - 3:15pm (arrive by 2:00pm)

\_\_\_ 3:30pm - 4:30pm (arrive by 3:15pm)

Fairfield County 4-H member

New Haven County 4-H member

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ TOWN \_\_\_\_\_ ZIP \_\_\_\_\_

Email \_\_\_\_\_

Title of Presentation \_\_\_\_\_

Name of partner if doing a team demonstration \_\_\_\_\_

Number of years doing Public Presentations \_\_\_\_\_ Number of times in Honor Group \_\_\_\_\_

Age as of 1/1/12 \_\_\_\_\_  7 & 8 years old  9-12 years old  13 years old and up

4-H Club Name \_\_\_\_\_

Check all that apply  Speech  Demonstration  Team Demonstration  
 Illustrated Talk  Power Point

for office use only SCORING

Judge's Score \_\_\_\_\_

Type of Presentation

7 & 8 years old

Demonstration

Speech

Team Demonstration

Illustrated Talk

Power Point

Place Award  
Sticker Here

**2012 4-H PUBLIC PRESENTATION EVALUATION FORM**  
**for Demonstrations, Illustrated Talks or Speeches**

Send this form and the PUBLIC PRESENTATION REGISTRATION FORM (due January 23, 2012 for Fairfield and January 30, 2012 for New Haven) PLEASE mail, email or fax to Ede Valiquette, 67 Stony Hill Road, Bethel, CT 06801, fax-203-207-3273, [edith.valiquette@uconn.edu](mailto:edith.valiquette@uconn.edu).

NAME \_\_\_\_\_ TOWN \_\_\_\_\_

Fairfield County 4-H member       New Haven County 4-H member

Age as of 1/1/11 \_\_\_\_\_  clover (7 or 8)     Junior (9–12 yrs)     Senior (13–19yrs)    # of years in 4-H \_\_\_\_\_

# of years in Public Speaking \_\_\_\_\_ Have you ever been in Public Speaking Honor Group?  yes  no # of times \_\_\_\_\_

Title of Presentation \_\_\_\_\_

	<b>Excellent 5</b>	<b>V. Good 4</b>	<b>Good 3</b>	<b>Worthy 2</b>	<b>Comments</b>
<b>Stage Presence</b> <i>Personal Appearance, Attitude, Personality, Poise/Body Posture  Confidence, Ease before audience,  Body appropriately still</i>					
<b>Choice of Subject</b> <i>Speaker knows subject, Length of talk adequate to cover subject,</i>					
<b>Organization</b> <i>An obvious introduction, middle and summary  Introduction – attracts attention, clearly stated  Logically organized, Sufficient information, Conclusion is concise  Length of talk adequate to cover subject</i>					
<b>Visual Aids</b> <i>Effective/efficient use, Suitable choice, Proper techniques used, Neat, Clean, Concise, Contribute to the presentation, Easy to read from a distance.</i> <b>NOT APPLICABLE to SPEECHES</b>					
<b>Delivery</b> <i>Voice–quality, grammar, vocabulary, pronunciation, volume, neither too fast/slow  Power of Expression–fluency, sincerity, emphasis, directness, communicative ability, appropriate pace, conveyance of thought/meaning, not memorized, eye contact</i>					
<b>General Effect-</b> <i>Extent to which the speech was interesting, understandable, held attention</i>					

