



DEMONSTRATION/ILLUSTRATED TALK EVALUATION

Youth Name: _____ **Date:** _____ **Presentation Level:** County District
4-H Club or Program: _____ **County:** _____ **Type of Presentation:** Demonstration Illustrated Talk
4-H Age: (age as of Jan 1st of 4-H Year) _____ **Years in 4-H:** _____ **Title of Presentation:** _____
 List the # of public presentations done as a 4-H member: Club: _____ County: _____ District: _____ State: _____ **Estimated Length of Presentation:** _____ minutes

Evaluators: Please circle relevant comments. If comments cross multiple ratings, put a check box in the row of the desired rating **Initials of Evaluators:** _____ & _____

PRESENTER	Needs Improvement	Meets Expectations	Above Expectations	Outstanding	Add'l Comments
APPEARANCE	Inappropriate dress for public presentation (Ex. Clothes inappropriately revealing; holey or soiled pants; etc.)	Acceptable overall but some aspects of presentation appearance, within the personal control of the presenter, could be improved upon (i.e. dirty hands, unkempt hair, shoes untied, etc)	Well groomed; neat, clean, appropriate attire for public speaking. (Social/Economic allowances for all 4-Hers)	Extra thought and effort given to appearance or dress; dressed to coincide with topic of presentation; color coordination; Dressed above and beyond general attire expectations	
EYE CONTACT *Consider youth with special needs*	Seldom or no eye contact; occasional eye contact	Established eye contact with one or two persons in audience; may gaze over the tops of audience's heads.	Established eye contact with entire audience; moved head to include more than one or two people.	Excellent use of eye contact; Established and maintained eye contact with entire audience throughout presentation	
VOICE VOLUME & RATE	Voice too soft, barely audible; rate too fast or too slow Voice not clear; inconsistent rate	Voice clear, projects well, generally consistent rate; voice stays audible—does not drop off.	Voice clear, distinct; projects well with appropriate volume and rate.	Voice very clear, distinct; projects and modulates tone to enhance specific points.	
POSTURE/POISE	Slouching posture and/or leans consistently on table. Appears nervous. Extremely uneasy. Mannerisms distracting. Slouches, leans, or is too stiff; stands on one foot, etc.; Appears somewhat uneasy or nervous; Some fidgeting mannerisms	Stands straight and erect; communicates confidence. Does not use table for support Appears generally calm and relaxed in front of audience; no fidgeting	Stands erect; professional demeanor, appropriate & effective movement. Appears calm, relaxed; conveys confidence and is comfortable in front of audience.	Confident, upright, relaxed; movement enhances presentation. Space used effectively. Appears calm, relaxed, personable; engages audience with confident demeanor; extremely comfortable.	
ENTHUSIASM/INFLECTION	Conveys boredom; lacks spark of enthusiasm Some enthusiasm shown; needs much more.	Presenter conveys personal interest and enthusiasm for piece.	Clear enthusiasm shown throughout piece as shown in attitude and inflection	Infectious enthusiasm displayed and felt throughout presentation as displayed in attitude and inflection	
FIELDED QUESTIONS ADEQUATELY	Unable to respond in any way to questions Hesitant, unsure of answer; Lacks confidence in knowledge	Responds accordingly to question Could respond with "I do not know."	Repeats the question; answers correctly. A response of "I don't know but will attempt to find this out" is preferable	Repeats question, gives a clear, accurate response, may use diverse responses if more than one question is asked. May show desire to seek out unknown answers or give possible sources	
SUBJECT	Needs Improvement	Meets Expectations	Above Expectations	Outstanding	Add'l Comments
TOPIC APPROPRIATE FOR AGE AND EXPERIENCE	Too complex or extremely simple for age Simple topic fails to challenge, or presenter unable to handle complexities	Topic well suited for age and level of experience of presenter; neither too difficult or too easy	A more complex topic that challenged presenter and was handled capably	A challenging subject that was handled with extreme skill and superb execution.	
UNDERSTANDING OF SUBJECT MATTER	Presenter shows little understanding Shows some areas of misunderstanding or confusion	Clear evidence of understanding through use of information and handling of questions	Exhibits excellent grasp of information during presentation and questioning.	Superior grasp of information and ease of explaining, superb response to questions	



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CORRECT, UP-TO-DATE INFORMATION; SOURCES	Incorrect information; no sources cited. Questionable information, sources unclear	Facts or information based on reliable sources which are cited by presenter; adequate references	Full of facts backed up by reference to sources clearly defined by presenter	More than two references that clearly backup information conveyed; sources clearly referenced; webpage sites correctly documented.	
ONE MAIN THEME; LOGICAL STEPS	No logical sequence; random jumping around; irrelevant information Some areas of disorder and confusion	Information pertains directly to topic; logical order; easy to understand	Interesting or creative organization of information. Order enhances presentation	Excellent organization and progression of information; Creative, deliberate progression	
DELIVERY	Needs Improvement	Meets Expectations	Above Expectations	Outstanding	Add'l Comments
INTRODUCTION	Lacks opening statement; no connection to audience Brief/inadequate introduction of topic or self	General introductory statement, stimulates interest in subject, personal intro concise and complete	Grabs audience attention and interest, creative approach to introduce topic and self	Outstanding opening remarks, clear and concise introduction, smooth transition into presentation	
EVIDENCE OF PLANNING AND PRACTICE	Does not appear to have practiced adequately before presentation	Shows evidence of having practiced presentation, at least individually	Appears to have practiced both individually and in front of a group or audience	Evident that the presentation was well-planned and practiced	
PROPER USE OF NOTES	No notes used when clearly needed; or totally relying on notes/visual cues Reads notes or has need for more cues	Good use of notes as quick reference; smooth transitions; notes don't interfere with flow	Little need or use of notes or when referenced are used smoothly and effectively	Well practiced and flawless use of notes and cues.	
PROPER USE OF EQUIPMENT AND VISUAL AIDS	Illegible or ineffective visual aids, or used inappropriately Poor use of aids/equipment; poorly organized or difficult to see	Uses aids appropriately; neat, concise, legible and effective; contribute to presentation. Correct use of appropriate equipment	Aids enhance presentation, well done and attractive, quality posters. Equipment used skillfully and effectively	Excellent use of aids, exceptional work in development of aids; clear, artistic posters.	
GRAMMAR/ VOCABULARY	Poor grammar, incorrect terminology; mispronunciations Some errors, confusing vocabulary; unclear meaning; Lots of "ums" or fillers	Proper grammar, good vocabulary, no errors, clear meanings. Some spacers (ums, and uhs) used	Clear and concise vocabulary, excellent clarity of meaning No use of spacers (ums, etc.)	Advanced word choice; clever or witty vocabulary, all chosen words used correctly. No spacers	
APPROPRIATE LENGTH FOR AGE AND EXPERIENCE	Length of presentation not adequate for age, experience and ability level	Length of presentation adequate for age, experience and ability level	Presenter uses adequate amount of time effectively in proportion to subject matter.	Presenter uses adequate amount of time very well paced in proportion to subject matter (no additional info needed or desired)	
EFFICIENT ORGANIZATION OF PRESENTATION	Audience gets no clear understanding of presentation; lots of rambling or confusion Some rambling or filler; squeezing in too much info	Information presented in a concise, effective manner. Clear understanding of presentation	Excellent conveying of material; enhancing information & effective examples.	Outstanding and clear presentation of material; Keeps audience engaged.	
SUMMARY	No summary or closure Minimal summary or new material introduced	Main points concisely reviewed; feeling of closure conveyed	Main points reemphasized; No new information introduced; Clear effective closure	Clear, concise summary; logical closure; main theme reemphasized in concise manner; reiterates main points & statement of purpose or relevance given.	
TALLIES FOR STAFF USE					