# **Evaluation Forms**

**Evaluation forms** help evaluators assess how well a presentation is performed and not whether specific rules are satisfied. While an evaluation form may appear generic, it measures the core skills that can be shown in each presentation format.

## Tip: Use Forms for Practice

You should use the evaluation forms with volunteers, teen leaders, and other adults to develop your presentation skills before entering a county, regional, or state 4-H presentation event. The forms work equally well for practice and evaluation of performances. Since the skills being evaluated are the same in practice and evaluations, your practice can be focused on what's important to a good presentation.

At the practice, you and your "audience" should each fill out an evaluation form. Once completed, compare the results and work to improve your presentation skills. If you have a video camera available, you can film your presentation for evaluation with the completed evaluation form. If a video camera is not available, try using a mirror to assist in evaluating your performance.

Practice with these evaluation forms because they are the same evaluation forms used when you are competing at presentation events. Compare completed evaluation forms with evaluation forms from previous presentations. Determine how you have improved since your last performance.

## How the Forms Work

A good presentation performs well in all skill categories. Each major skill for the presentation format is listed in the left-hand column of the evaluation form. You earn points for each skill based on your performance of that skill. To find the overall quality of the presentation, total the skill scores and then compare with the scoring chart.

The presentation earns the award that matches the overall quality of the presentation. Performing very well in a single category does little to raise the overall presentation performance. All presentations can be improved. Even if you think you have done your best, try to do even better. Even the best presentations have room for improvement.

After you complete each presentation event, keep practicing to maintain your skills and performance quality. Performing at a high level in one presentation event does not mean that you will automatically perform at the same skill quality level at the next presentation event.

The UC 4-H Presentation Manual (2020) is the consistent and standard guide for all UC 4-H presentations and shall be used for all county, regional, and state UC 4-H presentation events.



## **% UC 4-H PRESENTATION EVALUATION FORM** Demonstration / Illustrated Talk

Date								
Location Club/	Unit 🗖 County	🗆 Regio	nal 🗆 St	ate 🗆	Oth	er		
County				Title	)			
Member Name				Age				
Member Name				Age				
Member Name				Age				
A. Technical Requiremen	ts: Following t	the preser	ntation g	-		page 15) To	otal Possible: 4	
	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~					met (0 Points)	Met (1 Point)	Points
1. Minimum number of pos						No	Yes	
2. Length was within 3-15						No	Yes	
3. Presentation memorized					г	No	Yes	
4. Appearance: Appropriate B. Content: The purpose			the infor	mation		Distracting	Enhancing	10
5. Content was appropriate the presenter's ability	(0 nts)	Too for a	(0 pts) To dvanced ability	00	1 011	(1pt) Within accept	able margins for ability	
6. Presenter demonstrated knowledge of the conten		ts) Lack of demons		ge	kno	(1 pt) Partial owledge of content demonstrated	(2 pt) Full knowledge of content demonstrated	
<ol> <li>Presenter effectively util posters or slides to supp information</li> </ol>				(1 pt) Posters/slides sufficiently utilized		(2 pts) Posters/slides effectively utilized		
8. References included in t presentation (written or verbal)		(0 pts) No references prese			ted (1 pt) References presented			
9. Presenter response to questions	(0 pts)	Not able to question			(1 pt) Able to partially answer questions		(2 pts) Able to fully answer questions	
10. Purpose of presentatio accomplished effectively		pts) Purpo accomp		ot	t (1 pt) Purpose was partially accomplished		(2 pts) Purpose was fully accomplished	
C. Structure: The framew	ork that organ	izes the c	ontent (p	age 7)				
<ol> <li>Introduction: An openin device; personal introduction; states purp</li> </ol>		s) None luded	· · ·	Include aspect	d	(2 pts) Included two aspects	(3 pts) Included all aspects	
12. Body: Follows steps in logical orders and incluc smooth transitions		s) None luded	-	Include aspect	d	(2 pts) Inclu	uded both aspects	
13. Conclusion: Includes summary, leaves a memorable impression a asks for questions		s) None luded	(1 pt) Include one aspect		d	(2 pts) Included two aspects	(3 pts) Included all aspects	
14. Presentation was well- structured (organized) to help audience understan and remember ideas	nd follow logica	Steps not ved in a al order	Present struc adeq	ctured quately		as (2 pts) Presentation was highly structured and planned		
15. Presentation held audie attention	· · ·	ts) Not ntained	-	Partially tained	у	(2 pts) F	Fully maintained	

D. Mechanics of Presenting (pages 8 to 9) Total Possible: 15								
16. Verbal: Projection; tone; speech rate; vocal variety	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use of verbal devices to convey content				
17. Non-verbal: Facial expressions; gestures to reinforce important points	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use to convey content				
18. Eye contact with audience	(0 pts) No eye contact	(1 pt) Some eye contact	(2 pts) Sufficient eye contact	(3 pts) Intentional and effective use of eye contact				
19. Poise and confidence	(0 pts) Not displayed	(1 pt) Somewhat displayed	(2 pts) Sufficiently displayed	(3 pts) Effectively displayed				
20. Work area and visual aids (Posters/slides)	(0 pts) Distracting and disorganized	(1 pt) Helpful to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional, well-organized work area; effective visual aids				
			(-	41 possible) Total Score:				

#### COMMENTS

#### PLEASE PRINT NEATLY AND LEGIBLY. PLEASE WRITE COMMENTS TO THE PRESENTER.

What did I do well? Wh	What did I do well? What could I have done differently to make my presentation more effective?								
Evolutor Nama									
Evaluator Name									

# **\* UC 4-H PRESENTATION EVALUATION FORM** Science or Engineering Presentation

Date							
Location Club/Ur	it 🗆 County 🗆 Reg	gional 🗆 Sta	ate 🗆 Otl	ner			
County			Title				
Member Name			Age				
Member Name			Age				
Member Name			Age				
A. Technical Requirements: Fol	lowing the present	ation guidel	ines (pag	ge 15) -	Total Po	ssible: 4	
			Not n	net (0 Points)		Met (1 Point)	Points
1. Minimum number of posters (5)				No		Yes	
<ol> <li>Length was within 3-15 minutes</li> <li>Presentation memorized (Notes)</li> </ol>				No No		Yes Yes	
4. Appearance: Appropriate attire	/		D	listracting		Enhancing	
B. Content: The purpose of the		he informati			l (page 6		
5. Content was appropriate for the presenter's ability	(0 nts) Too	(0 pts) To advanced f ability	0			e margins for ability	
6. Presenter demonstrated knowledge of the content		(0 pts) Lack of knowledge demonstrated		(1 pt) Partial nowledge of content demonstrated		(2 pt) Full knowledge of content demonstrated	
<ol> <li>Presenter demonstrated skill with the equipment and materials</li> </ol>	(0 pts) Lack of s	(0 pts) Lack of skill demonstr		(1 pt) Partial skill demonstrated		(2 pts) Full skill demonstrated	
8. References included in the presentation (written or verbal)	(0 pts) No refe	rences prese	ented	(1 pt) References presented			
9. Response to questions	(0 pts) Not abl questi			(1 pt) Able to partially answer questions		(2 pts) Able to fully answer questions	
10. Purpose of presentation accomplished effectively		pose was no nplished		(1 pt) Purpose was partially accomplished (2 pts) Purpose was fully accomplished			
C. Structure: The framework that	at organizes the co	ntent (page	7) Total I	Possible: 12			
11. Introduction: An opening device; personal introduction; states purpose	(0 pts) None included	(1 pt) Inc one as		(2 pts) Inclu two aspec		(3 pts) Included all aspects	
12. Background: Outline purpose and/or problem statement	(0 pts) No			(1 pt) \	Yes		
13. Methods: Description of steps taken and/or design plans	(0 pts) No			(1 pt) \	Yes		
14. Results: Provides data or dev	ce (0 pts) No			(1 pt) \	Yes		
15. Discussion: Includes summary and asks for questions	/ (0 pts) None included	) pts) None (1 pt) Included one (2 pts) Included both a			ed both aspects		
16. Presentation was well- structured (organized) to help audience understand and remember ideas	(0 pts) Steps not followed in a logical order	was str	(1 pt) Presentation was structured adequately (2 pts) Presentation was highly structured and planned		0 3		
17. Presentation held audience attention	(0 pts) Not maintained		Partially tained	(2	pts) Fully	y maintained	

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D. Mechanics of Presenting (pages 8 to 9) Total Possible: 15								
18. Verbal: Projection; tone; speech rate; vocal variety	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use of verbal devices to convey content				
19. Non-verbal: Facial expressions; gestures to reinforce important points	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use to convey content				
20. Eye contact with audience	(0 pts) No eye contact	(1 pt) Some eye contact	(2 pts) Sufficient eye contact	(3 pts) Intentional and effective use of eye contact				
21. Poise and confidence	(0 pts) Not displayed	(1 pt) Somewhat displayed	(2 pts) Sufficiently displayed	(3 pts) Effectively displayed				
22. Work area and visual aids (Posters/slides)	(0 pts) Distracting and disorganized	(1 pt) Helpful to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional, well-organized work area; clear, effective visual aids				
			(41	possible) Total Score:				

#### COMMENTS

#### PLEASE PRINT NEATLY AND LEGIBLY. PLEASE WRITE COMMENTS TO THE PRESENTER.

What did I do well? What could I have done differently to make my presentation more effective?

**Evaluator Name** 

## **CALCENTION EVALUATION FORM** Educational Display Talk

Date								
Location	Club/Unit E	🗆 County 🗖 Reg	ional 🗖 Sta	ite 🗆 (	Dther			
County				Title				
Member Name				Age				
Member Name				Age				
A. Technical Requir	ements: Follow	ving the presenta	ation guideli	ines (p	age 15) To	otal Po	ossible: 3	
				No	ot met (0 Points)		Met (1 Point)	Points
1. Minimum number	of posters (1)?				No		Yes	
2. Length was within	3-15 minutes?				No		Yes	
3. Appearance: Appr					Distracting		Enhancing	
B. Content: The pur	pose of the pre	esentation and th	ne information	on and	lideas presented (	(page (	6) Total Possible: 8	
4. Content was appro for the presenter's	•	(0 pts) Too basic for ability	(0 pts) Too advanced fo ability		(1pt) Within acce	eptable	e margins for ability	
knowledge of the o	5. Presenter demonstrated (0 pts) Lack of know knowledge of the content demonstrated			e	(1 pt) Partial knowledge of content demonstrated		(2 pt) Full knowledge of content demonstrated	
6. References include presentation	References included in the presentation (0 pts) No references prese		ences prese	nted	(1 pt) Ref	erence	es presented	
7. Response to ques	7. Response to questions (0 pts) Not able to answ questions			(1 pt) Able to partially answer questions			(2 pts) Able to fully answer questions	
8. Purpose of presen accomplished effe			oose was not oplished		(1 pt) Purpose was partially accomplished		(2 pts) Purpose was fully accomplished	
C. Structure: The fra	amework that o	organizes the cor	ntent (page 3	7) Tota	I Possible: 11	I		
<ol> <li>Introduction: An op device; personal ir states purpose</li> </ol>	ntroduction;	(0 pts) None included	(1 pt) Incl one asp		(2 pts) Included two aspects		(3 pts) Included all aspects	
10. Body: Intended a ideas audience is where the display used	to learn,	(0 pts) No	(1 pt) Incl one asp		(2 pts) Included two aspects		(3 pts) Included all aspects	
11. Conclusion		(0 pts) No			(1 pt) Ye	S		
12. Presentation was structured to help understand and r ideas	audience	(0 pts) Steps not followed in a logical order	(1 pt) Presenta structur adequat	ition red		ation w and pla	as highly structured	
13. Presentation held	laudience	(0 pts) Not maintained	(1 pt) Pa maintai	rtially	(2 pts	) Fully	maintained	

D. Mechanics of Presenting (pag	es 8 to 9) Total Pos	sible: 15			
14. Verbal: Projection; tone; speech rate; vocal variety	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use of verbal devices to convey content	
15. Non-verbal: Facial expressions; gestures to reinforce important points	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use to convey content	
16. Eye contact with audience	(0 pts) No eye contact	(1 pt) Some eye contact	(2 pts) Sufficient eye contact	(3 pts) Intentional and effective use of eye contact	
17. Poise and confidence	(0 pts) Not displayed	(1 pt) Somewhat displayed	(2 pts) Sufficiently displayed	(3 pts) Effectively displayed	
18. Work area and visual aids (Posters/slides)	(0 pts) Distracting and disorganized	(1 pt) Helpful to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional, well-organized work area; clear, effective visual aids	
	·	·	(37 p	ossible) Total Score:	

#### COMMENTS

#### PLEASE PRINT NEATLY AND LEGIBLY. PLEASE WRITE COMMENTS TO THE PRESENTER.

What did I do well? What could I have done differently to make my presentation more effective?
Evaluator Name

# **\* UC 4-H PRESENTATION EVALUATION FORM** Informative Prepared Speech

Location Club/Unit I	□ County □ Regio	onal 🗆 State 🗆	Other				
County		Titl					
Member Name		Age	9				
Member Name		Age	Э				
Member Name		Age	9				
A. Technical Requirements: Follow	ving the presentat			_	tal Pos	sible: 2	
		1	Not met (0 P	oints)		Met (1 Point)	Points
<ol> <li>Length was within 2-10 minutes?</li> <li>Appearance: Appropriate attire for</li> </ol>	the occasion		No Distractin	na		Yes Enhancing	
B. Content: The purpose of the pro-		e information ar			page 6)	<u>v</u>	
3. Content was appropriate for the presenter's ability	(0 pts) Too	(0 pts) Too advanced for ability				margins for ability	
4. Presenter demonstrated knowledge of the content	(0 pts) Lack c demons			I pt) Partial knowledge f content demonstrated f demonstrated f content demonstrated			
5. References included in the presentation	(0 pts) No refere	nces presented	(1	l pt) Refe	rences	presented	
6. Response to questions	(0 pts) Not able question		(1 pt) Able to partially answer questions		(2 pts) Able to fully answer questions		
7. Purpose of presentation accomplished effectively	(0 pts) Purpo accomp			Purpose was y accomplished (2 pts) Purpose was fully accomplished			
C. Structure: The framework that of	organizes the cont	ent (page 7) To	tal Possible		4		
8. Introduction: An opening device; personal introduction; states purpose	(0 pts) None included	(1 pt) Includ aspec		(2 p Include aspe	ed two	(3 pts) Included all aspects	
9. Body: Follows steps in logical order; smooth transitions	(0 pts) No	(1 pt) Includ aspec		(2 pts)	) Includ	led two aspects	
10. Conclusion: Includes summary; asks for questions	(0 pts) No	(1 pt) Includ aspec		(2 pts)	) Includ	led two aspects	
11. Presentation was well- structured to help audience understand and remember ideas	(0 pts) Steps not followed in a logical order	(1 pt) Prese structured ad		(2 pts) Presentation was highly structured and planned		0,0	
12. Theme/Thesis was clear, and speech was informative in nature	(0 pts) Theme was unclear and speech was uninformative	(1 pt) Theme and informat sufficiently pre inform the a	ion was sented to	(2 pts) Theme w		was effectively	
13. Information was discussed in an intelligent and original manner	(0 pts) Information was inadequately discussed	sufficiently di	scussed	5		and effectively highly intelligent	
14. Presentation held audience attention	(0 pts) Not maintained	(1 pt) Par maintair		(2 p	ots) Full	ly maintained	

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D. Mechanics of Presenting (pages 8 to 9) Total Possible: 12									
15. Verbal: Projection; tone; speech rate; vocal variety	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use of verbal devices to convey content					
16. Non-verbal: Facial expressions; gestures to reinforce important points	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use to convey content					
17. Eye contact with audience	(0 pts) No eye contact	(1 pt) Some eye contact	(2 pts) Sufficient eye contact	(3 pts) Intentional and effective use of eye contact					
18. Poise and confidence	(0 pts) Not displayed	(1 pt) Somewhat displayed	(2 pts) Sufficiently displayed	(3 pts) Effectively displayed					
			(37	possible) Total Score:					

#### COMMENTS

PLEASE PRINT NEATLY AND LEGIBLY. PLEASE WRITE COMMENTS TO THE PRESENTER.

What did I do well? Wh	at could I have done differently to make my presentation more effective?
Evaluator Name	

## **\* UC 4-H PRESENTATION EVALUATION FORM** Persuasive Prepared Speech

Date Location	Club/Unit F	□ County □ Re	aional 🗖 Sta	ate 🗖	Other						
County				Title							
County											
Member Name				Age	è						
A. Technical Require	ements: Follow	ving the presen	itation guidel				Pos	sible: 2			
1. Length was within	2 15 minutos?			<u> </u>	lot met (0 Po No	oints)		Met (1 Point) Yes	Points		
2. Appearance: Appro		the occasion			Distractin	a		Enhancing			
B. Content: The pur			the informati	on ar			je 6)				
3. Content was appro for the presenter's		(0 pts) Too basic for ability	· · · /	(0 pts) Too advanced for (1pt)		(1pt) Within acceptable margins for ability		margins for ability			
4. Presenter demonst knowledge of the c			(0 pts) Lack of knowledge demonstrated		knowledge	(1 pt) Partial knowledge of content demonstrated		(2 pt) Full knowledge of content demonstrated			
5. References include presentation	ed in the	(0 pts) No refe	erences prese	ented	(	1 pt) Refere	nces	s presented			
6. Response to quest	ions	(0 pts) Not able to answer questions				(1 pt) Able to partially answer questions		(2 pts) Able to fully answer questions			
7. Purpose of present accomplished effect		•••	rpose was no mplished	t		(1 pt) Purpose was partially accomplished		(2 pts) Purpose was fully accomplished			
C. Structure: The fra		organizes the co	ontent (page	7) To	tal Possible	1					
8. Introduction: An op device; personal in states purpose		(0 pts) None included	e (1 pt)	Incluc aspec	led one ct	(2 pts) Included two aspec		(3 pts) Included all aspects			
<ol> <li>Body: Follows step order; smooth tran</li> </ol>		(0 pts) No	(1 pt)	Incluc aspec	led one ct	(2 pts) Included two aspects		uded two aspects			
10. Conclusion: Inclue summary; asks for		(0 pts) No		Incluc aspec	led one ct	(2 pts)	Inclu	uded two aspects			
11. Presentation was structured to help understand and re ideas	audience	(0 pts) Steps r followed in a logical order	n (i pi)	(1 pt) Presentation structured adequately				0 5			
12. Presentation was in nature and aim convince, and infl	ed to sway,	(0 pts) Presentation w not persuasiv	vas infor prese	(1 pt) Sufficient information was presented to sway convince, and influer		ented to sway,		on was to sway, (2 pts) mioi presented		sway convince and	
13. Both sides of the were presented	argument	(0 pts) Both sides of the argument wer not presente	e (T pt) Bi argu	ument	des of the were resented	(2 pts) Both sides of the argument were effectively presented in a fair and convincing way		ere effectively in a fair and			
14. Presentation held attention	audience	(0 pts) Not maintained		ot) Pai aintai		(2 pt	s) F	ully maintained			

D. Mechanics of Presenting (page	s 8 to 9) Total Pos	sible: 12			
15. Verbal: Projection; tone; speech rate; vocal variety	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use of verbal devices to convey content	
16. Non-verbal: Facial expressions; gestures to reinforce important points	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content	(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use to convey content	
17. Eye contact with audience	(0 pts) No eye contact	(1 pt) Some eye contact	(2 pts) Sufficient eye contact	(3 pts) Intentional and effective use of eye contact	
18. Poise and confidence	(0 pts) Not displayed	(1 pt) Somewhat displayed	(2 pts) Sufficiently displayed	(3 pts) Effectively displayed	
			(37	possible) Total Score:	

#### COMMENTS

PLEASE PRINT NEATLY AND LEGIBLY. PLEASE WRITE COMMENTS TO THE PRESENTER.

What did I do well? Wh	at could I have done differently to make my presentation more effective?
Evaluator Name	

# **\* UC 4-H PRESENTATION EVALUATION FORM** Impromptu Speech

Date		•	•	•				
Location	Club/Unit I	🗆 County 🗖 Regio	onal 🗆 St	tate 🗆 Other				
County				Title				
Member Name				Age				
A. Technical Requ	irements: Follo	wing the presenta	tion guide	elines (page 1	5)	Total P	ossible: 2	
				Not met	(0 Points)		Met (1 Point)	Points
1. Length was withir					No		Yes	
2. Appearance: App					acting		Enhancing	
B. Content: The pu	rpose of the pr	esentation and the	e informat	tion and ideas	s presented	d (page	6) Total Possible: 5	
3. Presenter demon	stratod	(0 pts) Lack	of	(1 pt) Pa		(2 nt	) Full knowledge of	
knowledge of the content		knowledge	è	knowledge o		content content demonstrate		
		demonstrate	5			CON		
4. References inclu	ded in the	(0 pts) No referer	nces	(1 pt) References presented				
presentation		presented				encesp	JESEIIIEU	
5. Purpose of prese		(0 pts) Purpose	was	(1 pt) Purpo	se was	(2 pts)	) Purpose was fully	
accomplished eff	ectively	not accomplish	ned	partially acco	mplished	č	accomplished	
C. Structure: The f	ramework that	organizes the cont	tent (page	e 7) Total Pos	sible: 11			
6. Introduction: An c	pening	(0 pts) None	(1 nt) li	ncluded one	(2 pts) Inc	habula	(3 pts) Included all	
device; personal	introduction;	included	· · · ·	aspect	two asp		aspects	
states purpose		IIICIUUEU		•			aspecis	
7. Body: Follows ste		(0 pts) No	(1 pt) li	ncluded one	(2 n	ts) Inclu	ided two aspects	
order; smooth tra		(0 pt3) NO	6	aspect	(2 P			
8. Conclusion: Inclu			(1 nt) l	ncluded one	Δ			
summary; leaves		(0 pts) No			(2 p	ts) Inclu	ided two aspects	
memorable impre			aspect					
9. Presentation was		(0 pts) Steps						
structured to help		not followed in a		Presentation	(2 pts) Presentation was highly structured and planned			
understand and r	emember	logical order	structure	ed adequately				
ideas								
10. Presentation he	ld audience	(0 pts) Not		i) Partially	(2 pts) Fully maintained		Illy maintained	
attention		maintained		intained		. pto/10		
D. Mechanics of Pr	esenting (page	s 8 to 9) Total Pos	sible: 12		(0	<u>,</u>		
		(0 pts) Was not	(1)		(2 pts		(3 pts) Intentional	
11. Verbal: Projection		effective to		Sufficient to	Effectively		and dynamic use of	
speech rate; voo	cal variety	convey content	conve	convey content		vey	verbal devices to	
					conte		convey content	
12. Non-verbal: Fac	ial	(0 pts) Was not	(1)		(2 pt		(3 pts) Intentional	
expressions; ge		effective to	· · · /	Sufficient to	Effectively		and dynamic use to	
reinforce import		convey content	conve	ey content	to conv	5	convey content	
					conte			
10 5		(0 pts) No eye	(1 pt)	Some eye	(2 pts)	•	(3 pts) Intentional	
13. Eye contact with	audience	contact		ontact	Sufficient	3	and effective use of	
					contac		eye contact	
		(0 pts) Not	(1 pt) (	Somewhat	(2 pts		(3 pts)	
14. Poise and confid	ence	displayed		played	Sufficie		Effectively	
		1 . J		1.5	display		displayed	
							possible) Total Score:	
		No questions are	asked in	this presenta	tion forma	t.		

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#### COMMENTS

PLEASE PRINT NEATLY AND LEGIBLY. PLEASE WRITE COMMENTS TO THE PRESENTER.

What did I do well? What could I have done differently to make my presentation more effective?

Evaluator Name	

## **\* UC 4-H PRESENTATION EVALUATION FORM** Interpretive Reading

Date						
Location   Club/Unit E	🗆 County 🗖 Regi	onal 🗖 Sta	ite 🗆 Oth	ier		
County			Title			
Member Name			Age			
A. Technical Requirements: Follow	ving the presenta	tion guidel			tal Possible: 3	
			Not n	net (0 Points)	Met (1 Point)	Points
1. Length was within 10 minutes?				No	Yes	
2. Reading Material used?				No	Yes	
3. Appearance: Appropriate attire for				istracting	Enhancing	
B. Content: The purpose of the pre			on and id	eas presented (p	bage 6) Total Possible: 3	
4. Content (intro & conclusion analysis) was appropriate for the presenter's ability(0 pts) Too basic for ability(0 pts) Too advanced for ability			(1	pt) Within accept	able margins for ability	
5. Response to questions	(0 pts) Not able answer questic		(1 pt) Al answe	(2 pts) Able to fully answer questions		
C. Structure: The framework that of	organizes the con	tent (page	7) Total F	Possible: 12		
<ol> <li>Introduction: An opening device; personal introduction; and demonstrated knowledge about the reading selection by describing the title, author, characters, and purpose or setting of the writing</li> </ol>	(0 pts) No	(1 pt) Incl one asp		(2 pts) Included two aspects	(3 pts) Included all aspects	
7. Body: Selected reading was well selected/edited; smooth transitions	(0 pts) No	(1 pt) Included one aspect		(2 pts) Included two aspects		
8. Conclusion: Includes summary; leaves a memorable impression; asks for questions	(0 pts) No	(1 pt) Incl one asp		(2 pts) Included two aspects	(3 pts) Included all aspects	
9. Presentation was well-structured to help audience understand and remember ideas	(0 pts) Steps not followed in a logical order					
10. Presentation held audience attention	(0 pts) Not maintained	(1 pt) Pa mainta	rtially	(2 pts	) Fully maintained	
D. Mechanics of Presenting (pages	s 8 to 9) Total Pos	ssible: 12		I • •	l	
11. Verbal: Projection; tone; speech rate; vocal variety	(0 pts) Was not effective to convey content	(1 pt) Suff convey o		(2 pts) Effectively used to convey content	(3 pts) Intentional and dynamic use of verbal devices to convey content	
12. Non-verbal: Facial expressions; gestures to reinforce important points	(0 pts) Was not effective to convey content	(1 pt) Sufficient to convey content				
13. Eye contact with audience	(0 pts) No eye contact	(1 pt) So cont		(2 pts) Sufficient eye contact	(3 pts) Intentional and effective use of eye contact	
14. Poise and confidence	(0 pts) Not displayed	(1 pt) Sol displa		(2 pts) Sufficiently displayed	(3 pts) Effectively displayed	

Data

(30 possible) Total Score:

#### COMMENTS

PLEASE PRINT NEATLY AND LEGIBLY. PLEASE WRITE COMMENTS TO THE PRESENTER.

Evaluator Name	

## **\* UC 4-H PRESENTATION EVALUATION FORM** Share the 4-H Fun Skit

Date								
Location	Club/Unit D	🗆 County 🗖 Reg	gional 🗆 Sta	ite 🗆 Oth	er			
County				Title				
Member Name				Age				
Additional Names								
A. Technical Requir	ements: Follow	ving the present	tation guidel	1		tal Possible:	2	Datata
1	15				(0 Points)	Met (1 Point)		Points
1. Length was within		the eccesion		No		Yes		
2. Appearance: Appro			ha informati	Distraction		Enhancing	Dessible: E	
B. Content: The pur	pose of the pre			on and id	eas presented (	page 6) Total	Possible: 5	
3. Content was appro the presenters' ab		basic for	(0 pts) Too advanced for abilities	(1 p	ot) Within accepta	ible margins fo	or ability	
4. Presenters were pr		(0 pts) No		(1 p	t) Partially	(2 pts) Fi	ully	
	5. Content was based around 4-H (C				t) Partially	(2 pts) Fi	ully	
C. Structure: The framework that organizes the content (page 7) Total Possible: 8								
6. Introduction: Opening device; personal introduction; states purpose		(0 pts) No (1 pt) Incluoine aspe			(2 pts) Included two aspects		Included all spects	
7. Conclusion: Clear ending		(0 pts) No			(1 pt) Yes			
		(0 pts) Steps no followed in a logical order	ot (1 p Present structu adequa	ation ıred	(2 pts) Presenta	entation was highly structured and planned		
9. Presentation held a attention	audience	(0 pts) Not maintained	(1 pt) Pa mainta		(2 pts) Fully maintained		ned	
D. Mechanics of Pre	esenting (pages	s 8 to 9) Total Po	ossible: 12					
10. Verbal: Projectior speech rate; voca		(0 pts) Was not effective to convey content	(1 pt) Suf		(2 pts) Effectively used to convey content	(3 pts) Inter dynamic use devices to cont	e of verbal convey	
11. Non-verbal: Facia expressions; gest reinforce importa	tures to	(0 pts) Was not effective to convey content	(1 pt) Suf		(2 pts) Effectively used to convey content	(3 pts) Inter dynamic us con	e to convey	
12. Eye contact with	audience	(0 pts) No eye contact	(1 pt) So cont	-	(2 pts) Sufficient eye contact	(3 pts) Inter effective u con	ise of eye	
13. Poise and confid	ence	(0 pts) Not displayed	(1 pt) So displa		(2 pts) Sufficiently displayed	(3 pts) Effe display		
						(27 possible) <b>1</b>	otal Score:	
	I	No questions ar	e asked in th	nis prese	ntation format.			

COMMENTS

PLEASE PRINT NEATLY AND LEGIBLY. PLEASE WRITE COMMENTS TO THE PRESENTER.

What did I do well? What could I have done differently to make my presentation more effective?

Evaluator Name	

# **Cultural Arts**

Date								
Location		🗆 County 🗖 Regio		1	Iner			
County Member Name				Title				
				Age				
Additional Names								
A. Technical Require	ements: Follow	ving the presenta	tion guidel	1	J /	tal P	ossible: 2	
				No	met (0 Points) Met (1 Point)			Points
1. Length was within 1					No		Yes	
2. Appearance: Appro			accasion Distracting Enhancing Enhancing					
3. Content: The purp		(0 pts) Too (0	<u>e informati</u> ) pts) Too idvanced		(1 pt) Within accept			
presenters' abilities	S		or abilities		· · · ·	lane		
4. Presenter demonstr knowledge of conter		(0 pts) Lack of knowledge demonstrated		knowl	1 pt) Partial edge of content emonstrated		(2 pts) Full wledge of content demonstrated	
5. Purpose of cultural a presentation accompeffectively		(0 pts) Purpose not accomplish		(1 pt	) Purpose was partially ccomplished	(2 pts) Purpose was fully accomplished		
C. Structure: The framework that organizes the content (page 7) Total Possible: 8								
6. Introduction: Opening								
personal introduction; states purpose		(0 pts) No	(1 pt) Incl one asp			WO	(3 pts) Included all aspects	
7. Conclusion: Clear e	ending	(0 pts) No		(1 pt) Yes		S		
to help audience ur	B. Presentation was well-structured (0 pt to help audience understand not foll and remember ideas logic		(1 pt) Presentation structured adequately		(2 pts) Presentation was highly structured and planned		0,3	
9. Presentation held a attention	udience	(0 pts) Not maintained	(1 pt) Par maintair	tially	ially (2 nts) Fully maintained			
D. Mechanics of Pres	senting (pages	s 8 to 9) Total Pos	sible: 12					
10. Verbal: Projection speech rate; voca		(0 pts) Was not effective to convey content	(1 pt) Suf to conv conte	/ey	(2 pts) Effectively used to convey content	dy	pts) Intentional and mamic use of verbal devices to convey content	
11. Non-verbal: Facial expressions; gestur reinforce important	res to	(0 pts) Was not effective to convey content	(1 pt) Suf to conv conte	/ey	(2 pts) Effectively used to convey content	dy	3 pts) Intentional and namic use to convey content	
12. Eye contact with a	audience	(0 pts) No eye contact	(1 pt) Son conta	ct	(2 pts) Sufficient eye contact		3 pts) Intentional and effective use of eye contact	
13. Poise and confider	nce	(0 pts) Not displayed	(1 pt) Pois confide somew display	nce ⁄hat	(2 pts) Sufficiently displayed		3 pts) Effectively displayed	
		No questions are	asked in t	his nre	sentation format	(27	possible) Total Score:	

-

COMMENTS

PLEASE PRINT NEATLY AND LEGIBLY. PLEASE WRITE COMMENTS TO THE PRESENTER.

What did I do well? What could I have done differently to make my presentation more effective?

Evaluator Name	
	valuator Name

# UC 4-H PRESENTATION MANUAL SCORING KEY

The keys below outlines points needed for each presentation type to earn various seals at county, regional, and state presentation events. For tabulation, averages are rounded to the nearest whole number (1-4 down, 5-9 up).

	Demonstration/Illustrated Talk, Science or Engineering Presentation										
41	Соі	unty	Regi	onal	Sto	ate	County	Regional	State		
	Min	Max	Min	Max	Min	Max	Min. Percentage (rounded up)				
Platinum					41	41			100%		
Gold	34	41	36	41	37	40	83%	<b>87</b> %	<b>90</b> %		
Blue	30	33	32	35	33	36	73%	77%	80%		
Red	26	29	27	31	29	32	63%	<b>67</b> %	70%		
White	0	25	0	26	0	28	0%	0%	0%		

Persuasive and Informative Prepared Speeches, Educational Display Talk									
37	Со	unty	Regi	onal	Sto	ate	County	Regional	State
	Min	Max	Min	Max	Min	Max	Min. Percentage (rounded u		
Platinum					37	37			100%
Gold	31	37	32	37	33	36	83%	<b>87</b> %	<b>90</b> %
Blue	27	30	28	31	30	32	73%	77%	80%
Red	23	26	25	27	26	29	63%	67%	70%
White	0	22	0	24	0	25	0%	0%	0%

	Impromptu Speech, Interpretive Reading									
30	30 County		Regional		State		County	Regional	State	
	Min	Max	Min	Max	Min Max		Min. Percentage (rour		unded up)	
Platinum					30	30			100%	
Gold	25	30	26	30	27	29	83%	<b>87</b> %	<b>90</b> %	
Blue	22	24	23	25	24	26	73%	77%	80%	
Red	19	21	20	22	21	23	63%	67%	70%	
White	0	18	0	19	0	20	0%	0%	0%	

	Share the 4-H Fun Skit, Cultural Arts								
27	Οοι	unty	Regi	Regional State			County	Regional	State
	Min	Max	Min	Max	Min	Max	Min. Pe	ercentage (rounded up)	
Platinum					27	27			100%
Gold	22	27	23	27	24	26	83%	<b>87</b> %	<b>90</b> %
Blue	20	21	21	22	22	23	73%	77%	80%
Red	17	19	18	20	19	21	<b>63</b> %	<b>67</b> %	70%
White	0	16	0	17	0	18	0%	0%	0%



## **4-H Interview Evaluation**

Date: \_\_\_\_\_

Member Name: \_\_\_\_\_ Age: \_\_\_\_ Grade: \_\_\_\_\_

County: \_\_\_\_\_\_Position: \_\_\_\_\_

	Level 1 (1 point)	Level 2 (2 points)	Level 3 (3 points)	Level 4 (4 points)	Points
Interview Answers More practice needed to answer questions.		Questions answered or handled well when unable to provide answers.	Skillful answers to questions and related them well to the position.	Answers are used to exemplify skills beyond the questions, résumé and cover letter.	
Position Knowledge and Coverage	Not enough information is presented to judge speaker's knowledge.	Adequate knowledge of position is demonstrated.	In-depth knowledge of position is demonstrated.	Full position knowledge (more than required).	
Organization	Answers to questions are unorganized.	Answers to questions follow a logical progression.	Answers to questions show skill and creativity in organization.	Answers to questions show a strong structure and structure enhances effect of answer.	
Voice	Volume, pronunciation or vocal variation needs improvement.	Voice and language are adequate for the interview.	Voice and language are skillful and effective.	Volume, tone, timing, inflection, and language are used to enhance the interview.	
Manner and Appearance	Appearance, body language or gestures need improvement.	Appearance and mannerisms are appropriate.	Appearance and mannerisms are presented with business like conduct and style.	Appearance and mannerisms are presented with a professional demeanor and personal style.	
Cover letter	Cover letter is missing or unclear.	Cover letter is clear and organized.	Cover letter is well organized and effective. Tailored to position.	Cover letter is creative, organized and contributes to a professional presentation.	
Résumé	Résumé is missing or unclear.	Résumé is clear and organized.	Résumé is well organized and effective. Tailored to position.	Résumé is creative, organized and contributes to a professional presentation.	
		Tota	al Points		
Point B	Breakdown: Gold: 2	24-28 Blue: 18-	-23 Red: 11-17	White: <11	
Judge'	s Name <u>:</u>		County:_		

Judge's Signature:

Comments:

# Primary Member 4-H Presentation Critique K through 3rd Grade

County	Please Check:		•
Club	Individual	Team	1. • • • • • • • • • • • • • • • • • • •
	•	(2 or	more)
Title of Presentation		4	 :
Name of Member	Age	Grade	• . •
	(as of Jan. 1	of current year)	
Name of Member	Age	Grade	
•	(as of Jan. 1	of current year)	x
		·• .	······································

# Comments

1.	<u>Subject</u> Useful and interesting Accurate information Related to 4-H member(s) project or activity	
2.	Introduction Arouses interest Tells purpose	
3.	Organization of <u>Materials - "What"</u> Shows planning Follows logical order Steps are clear Visuals clear and easy to read.	
4.	Presentation - "How" Shows practice and knowledge with: subject, equipment, material Friendly and personable Neat and clean Voice(s) can be heard	

(over)

#### Primary Member 4-ri Presentation Untique Sheet Page 2

5.	<u>Team</u> Members work well together Responsibilities and speaking are shared.					•	•		•
5.	Closing and Audience Response			•		4		+	
	Main points reviewed A finished product or		н, С	19				• .	:
• .	completed process is shown.								*
	Questions answered adequately	· · .	· · ·	•					
	Audience's interest maintained		•		•		. 1		

**Comments** 

#### **Additional Comments**

The University of California, in accordance with applicable State and Federal laws and University policy does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, medical condition (cancer-related), ancestry, marital status, citizenship, sexual orientation, or status as a Vietnam-era veteran. The University also prohibits sexual harassment.

Inquiries regarding the University's nondiscrimination policies may be directed to the Affirmative Action Director, University of California, Agriculture and Natural Resources, 300 Lakeside Drive, 6th Floor, Oakland, CA 94612-3560 (510)987-0096

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4-H Extemporar	neous Spee	ech Checkli	st				
Name	County						
Age as of January 1 of current year	Grade	in School					
Club							
Senior = Grade 9 and above							
Check in narrow space	Excellent	Good	Fair				
INTRODUCTION							
Arouses Interest Attention getter - quote, story joke, question, fact States purpose of speech	· · ·		· .				
BODY Shows knowledge of subject Organizes information into two or more main points Supports main points with sufficient information							
CONCLUSION Summarizes main points Accomplishes stated purpose Concluding statement		· · · · · · · · · · · · · · · · · · ·					
DELIVERY			T				
Clear, distinct voice heard by audience Sincere, friendly, confident manner Eye contact with audience Suitable, natural gestures & mannerisms							
GENERAL EFFECTIVENESS			<u> </u>				
Maintains audience's interest Stays within time limit							

The University of California, in accordance with applicable State and Federal laws and University policy does not decriminate on the basis of race, coter, national eripit, religites, say, medical condition (cancer-mutted), ancestry, merital status, olizantific, securit orientation, or status as a Viennen-era viewary. The University state prohibits securit herasteness. inquines regarding the University's nondiscrimination policies may be directed to the Affirmative Action Director, University of California, Agriculture and Natural Resources, 300 Lakeside Drive, 6th Floor, Oaldand, CA 94612-3560 (510)987-0096

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Time \_\_\_\_

GOSCoversitores\_daytexamp\_ing

Award \_\_\_\_\_ /

Time	Award						
		HECKLIST					
Age (as of Jan. 10f current yr.)		in School					
Club Title DIVISIONS: Junior - 4th & 5th grade Senior - 9th grade & above		6th through 8th grade					
Check in narrow space	Excellent	Good	Fair				
INTRODUCTION Arouses Interest Attention getter - quote, story joke, question, fact States purpose of speech							
BODY Shows knowledge of subject Organizes information into two or more main points Supports main points with sufficient information							
CONCLUSION Summarizes main points Accomplishes stated purpose Concluding statement							
DELIVERY Clear, distinct voice – heard by audience Sincere, friendly, confident manner Eye contact with audience Suitable, natural gestures & mannerisms Appropriate use of note card (if used)		<u> </u>					
GENERAL EFFECTIVENESS Maintains audience's interest Stays within time limit			L				

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