



4-H Public Presentation Evaluation Form

Creative Communications

Name: _____ County: _____

Presentation Type: (check one) Recitation or Dramatic Interpretation

Address: _____

Presentation Level: (check one) County or District

Age (as of Jan. 1st current year): _____ Years in 4-H: _____

Presentation Title: _____

Please list the number of public presentations you have done during your time as a 4-H member in your:

Estimated Length of Presentation: _____ Date: _____

Club: _____ County: _____ District: _____ State: _____

Factors Considered in Rating	Outstanding	Above Expectations	Met Expectations	Needs Improvement	Comments
1. Presenter					- SAMPLE -
Appearance (Neatness & Appropriate Dress)					
Voice (Volume & Rate)					
Posture					
Eye Contact					
Poise					
Enthusiasm (Tone & Inflection)					
2. Subject					
Topic/Material (Appropriate for Age & Experience)					
Stimulates Audience Interest					
Evidence of Planning & Practice					
3. Delivery					
Introduction					
Gestures					
Conveys Tone / Mood					
Smoothness / Flow					
Articulation					
Proper Use of Presentational Cues					
Appropriate Length					
Conclusion					

(FOR STAFF USE ONLY) FINAL RATING: **EXCELLENT** **GOOD** **FAIR**

Start Time: _____ End Time: _____
(to be filled in by Evaluator)

4-H Public Presentations Evaluation Form

Creative Communications

Recitation & Dramatic Interpretation

Glossary of Factors:

Outstanding: Exceptional, needs little improvement.

Above Expectations: Very good/above expectations for age and experience level.

Met Expectations: Met expectations for age and experience level.

Needs Improvement: Needs work, can be improved upon (something may have been omitted).

1. Presenter:

- **Appearance** - Neat, well groomed and properly dressed for the topic and type of presentation. Clothing worn for a *Recitation* should subtly represent the character or the mood of the written piece without overwhelming the presentation. Costumes for *Dramatic Interpretation* should be kept simple.
- **Voice (Volume & Rate)** - Clear, strong, distinct pronunciation and reasonably strong projection.
- **Posture** - The presenter does not slouch or fidget; stands and moves in a manner appropriate to the type of presentation. (Presenters who are physically challenged should be evaluated accordingly).
- **Eye Contact** - An association with the audience by looking at members of the audience during the presentation. (Should become more refined with age and experience).
- **Poise** - A relaxed manner that displays confidence.
- **Enthusiasm (Tone & Inflection)** - The presenter projects an excitement about the topic that serves to stimulate the audiences' interest.

2. Subject:

- **Topic/Material** - The topic/material selected is challenging but within the ability of the presenter, depending on age and experience.
- **Stimulates Audience Interest** - The topic would be expected to attract attention from people like those in the audience without factoring in the effectiveness of the delivery.
- **Evidence of Planning/Practice** - Evident that the presentation was planned ahead of time and well practiced.

3. Delivery:

- **Introduction** - Opening remarks creatively stimulate interest in the topic. (i.e.: begin with a quote, question, surprising fact or a joke; explain why the topic is important to the presenter and/or the audience; describe its dramatic and/or historical significance, etc.). A personal introduction should be incorporated into this format.
- **Gestures** - Hand and body movements are appropriate to the content of the presentation and serve to depict the emotional character of the message.
- **Conveys Tone/Mood** - The language, facial expressions, tone of voice, inflection, etc. convey an emotional character or attitude that is in keeping with the nature of the topic and its main message.
- **Smoothness/Flow** - Pace and pauses are used appropriately to add emphasis, convey mood or enable audience to process information before moving on.
- **Articulation** - Words are pronounced clearly and appropriately, considering age and level of difficulty.
- **Proper Use of Presentational Cues** - Amount of dependence on cue cards, considering age, experience, and level of difficulty. Props used for Dramatic Interpretation should be simple and not overwhelm the presentation.
- **Appropriate Length** - A sufficient amount of time is used to effectively deliver the message without rambling on needlessly or attempting to “squeeze” in too much information in the allotted time. *The length of the presentation MUST fall within the required county or district time limits.*
- **Conclusion** - Provides an emotional closure and/or brings the main points presented to a logical closure.