



4-H Speech Contest

How do you prepare for a speech?

- 1) **Plan**
 - a) Decide on the purpose of your speech. Do you want to get action, inform, or entertain? Then select a topic that will interest your audience (and you). Finally, gather your information. You will need at least 2 sources of information. *Topic suggestions include:* 4-H Project Areas, Environment, Animals, Sports, Famous People, Family, Food and Nutrition and many others.
- 2) **Organize:** Your speech should be divided into three parts...
 - a) Introduction: This is where you get the audience’s attention. Some ways to start are: use a famous quote, give the definition of your title, tell a humorous story, or use words or verses of a poem. Give them just a taste of what your speech is going to be about to keep them interested in what you are saying.
 - b) Body: This is the main part of your speech. Now talk about what you want your audience to know. It is a good rule of thumb to not have more than three points to discuss.
 - c) Conclusion: “The End.” This is where you wrap things up. It is time to summarize what you have talked about in your speech. Some ideas on how to end a speech are: 1.) a brief summary of your main points, 2.) closing with a high note like a poem, quotation, or surprise statement, or 3.) concluding with a statement of your views. Go ahead and start breathing again, because now you’re finished.
- 3) **Practice:** You should practice your speech with your note cards until you feel comfortable presenting it to others. You can practice in front of a mirror, in front of family & friends, or record yourself on video. Don’t forget to stand straight (but not stiff). You need to speak loudly and clearly, but **DON’T READ YOUR SPEECH!** No visuals will be allowed. Relax and have confidence in yourself, **YOU’LL DO A GREAT JOB!**

4-H Public Speaking Score Card

Categories	Possible Points
1) Speaker	
a) Appearance.....	10
b) Use of Language:..... (Good pronunciation, meaningful, articulation, grammar)	20
c) Projection to Audience (Volume, clear, pleasing voice, eye contact)	10
d) Well Prepared	15
2) Subject Matter and Composition	
a) Well Organized.....	10
b) Information..... (Accurate, complete, up-to-date, appropriate)	10
c) Good Introduction & Conclusion	10
3) Results	
a) Effect on Audience	15
Total Points	100

Grade	Time Limits
4 th	1-2 Minutes
5 th	2-3 Minutes
6 th	3-4 Minutes
7 th & 8 th	3-5 Minutes