



**University of Idaho**  
**Extension**



## ***Idaho 4-H Horse Oral Presentation Procedures and Rules*** ***(Effective: October 1, 2021)***

This publication was designed to provide a consistent protocol in conducting club, county, district and state horse oral presentation events throughout Idaho.

### **OBJECTIVE**

The oral presentation contests are educational experiences allowing youth to further develop their abilities to relate their skills and knowledge of the horse industry to others. The objectives of this program are to provide an opportunity for youth to express their knowledge of equine science and husbandry and the ability to speak confidently before the public.

### **ELIGIBILITY**

Contestants must be currently enrolled in the Idaho 4-H program. All ages as of January 1 of current year. Individual demonstration/illustrated talk age divisions are: Juniors = 8 to 10, Intermediates = 11 to 13, Seniors = 14 to 18. Age divisions for teams and public speaking shall consist of Junior (8 to 13) and Senior (14 to 18). Mixed age teams are permitted; however, the age of the oldest team member will determine in which division the team competes.

### **GENERAL ORAL PRESENTATION RULES** *(All Contests)*

1. The subject matter must pertain to the horse industry. Presentations/speeches not appropriately related to the horse industry can be disqualified at the discretion of the judge(s).
2. Contestants may use notes. However, excessive use of notes may be counted against the contestant. This will be at the discretion of the judges.
3. A public address system will not be used in the contest.
4. During the competition, the contestants may introduce themselves by name, club/county and presentation topic.
5. Three points (-3) will be deducted from the total score for each minute or fraction of a minute under or over the time limit by each judge. The time will start once the contestant(s) begin(s) to speak.
6. Contestants should cite their major reference materials at the end of the presentation/speech. This time will NOT be counted in the allotted time.
7. Contestant order will be determined by a random drawing.

8. Contestants may use video recorders to tape their own presentations. It is the responsibility of the coach/speaker to provide all necessary recording equipment.
9. No videotaping or photographing of presentations is allowed during the contest, except by respective coaches or their designees. For educational purposes, the management may videotape presentations with that individual's or team's written consent.
10. Once an individual or team has started their presentation/speech, they may not receive assistance from any coach, parent, audience member, or other person, which includes, but is not limited to, the stroking of any key on a computer or other audio-visual device. The penalty for violating this rule is disqualification. No coaching from parents or coaches during the presentation.
11. Only the judge(s) may ask questions of the contestant. Question time will NOT be counted in the allotted time. Contestant should repeat the question then answer it.
12. Ties will be broken by first the judges' accumulated delivery score, second by the judges accumulated organization score and third on content and accuracy scores.
13. Contestants are expected to have a neat appearance in English or Western attire or attire appropriate to their topic.
14. A minimum of two judges (three judges preferred) will be used and the judges will score each entry independently and assign scores. After all oral presentations are completed in each division, the scores will be tabulated. Judges may confer and discuss evaluations. Each judge assigns his or her final scores and then cumulative final scores are tabulated to determine the final placing. Contest chairs may review and check tabulation of scores for accuracy.
15. Contestants may only participate in one (1) oral presentation category per year (i.e Individual Presentation, Team Presentation or Public Speaking).

## **DEMONSTRATION/ILLUSTRATED TALK DIVISION**

### **EQUIPMENT**

The contest officials will supply two tables and an easel. Any other equipment needs must be made through special arrangements with contest officials a minimum of two weeks in advance. Management will not be held responsible for failure of A/V equipment to operate properly.

### **TIME LIMITS**

See "Eligibility" section (page 1) for corresponding ages of individual and team entries.

#### Individual Presentations:

Junior	5 – 8 minutes
Intermediate	7 – 10 minutes
Senior	9 – 12 minutes

#### Team Presentations:

Junior	7 – 10 minutes
Senior	10 – 15 minutes

## **CONTEST**

1. Presentations may be either of demonstration or illustrated talk format. All references to the term "presentation" in these rules include either demonstration or illustrated talk. A demonstration is defined as a presentation of a step-by-step procedure with an end product or result. An illustrated talk is defined as a presentation of an idea or topic that uses visual aids to convey the message. Both should utilize visual aids to help convey the major points of the presentation and more than one type of visual aid is preferable. Visual aids may include but are not limited to: handouts, posters, props, videos, slides, and computer generated media (PowerPoint, websites, etc.). No live animals may be used.
2. Creative audio-visual aids may be used. The contestants must be involved in making or designing them.
3. For team presentations, both participants should have an equal role in the presentation.

## **RECOGNITION**

1. Recognition should be given to the top five (5) overall individuals within each age division (Junior, Intermediate and Senior) for individual presentations.
2. Where team presentations are held, recognition is encouraged for the top three (3) Junior and top three (3) Senior teams.

# **PUBLIC SPEAKING DIVISION**

## **EQUIPMENT**

The contest committee will provide a podium for the contestant.

## **TIME LIMITS**

Junior	5 – 8 minutes
Senior	7 – 10 minutes

## **CONTEST**

1. No visual aids may be used, including the use of handouts such as bibliographies and pamphlets. Contestants will be disqualified for using any visual aids, including handouts, prior to, during and after the speech.
2. No coaching from parents or coaches is allowed during the speech.

## **RECOGNITION**

1. Recognition should be given to the top five (5) overall individuals within each age division (Junior and Senior) for public speaking.

# Individual and Team Demonstration Score Card

## A. INTRODUCTION (10 points)

1. Did the introduction serve to create interest in the subject?
2. Was the introduction short and to the point?

## B. ORGANIZATION (25 points)

1. Was only one main idea presented?
2. Did the discussion directly relate to the step as it was shown?
3. Was each step shown or illustrated just as it would be done in an actual situation or was a thorough explanation given?
4. Could the audience see each step and/or visual aid?
5. Were materials and equipment carefully selected, neatly arranged, and well organized?
6. Were charts/posters used if and when needed?
7. Were key points of each step stressed?

## C. CONTENT AND ACCURACY (25 points)

1. Were facts and information accurate?
2. Was there enough information?
3. Were approved practices used?
4. Was credit given to sources of information, if appropriate?
5. Was content appropriately related to the horse industry?

## D. STAGE PRESENCE (10 points)

1. Was the presenter neat and appropriately dressed for the subject of the demonstration?
2. Did the presenter speak directly to and look at the audience?
3. Was the presentation too fast or too slow?

## E. DELIVERY (15 points)

1. Did the presenter appear to enjoy giving the demonstration?
2. Did the presenter have good voice control?
3. Were all words pronounced correctly?
4. Were notes used without detracting from the presentation?
5. Did the presenter seem to choose words at the time they were spoken as opposed to a memorized presentation?
6. Did presenters work together as a team? (team presentations only)

## F. EFFECT ON AUDIENCE (5 points)

1. Did the audience show an interest in the demonstration?
2. Could audience go home and carry out the idea?

## G. SUMMARY (10 points)

1. Was the summary short and interesting?
2. Were the key points briefly reviewed?
3. Did the summary properly wrap up the presentation?
4. Could presenter(s) handle questions easily?

## Public Speaking Score Card

### A. INTRODUCTION (10 points)

1. Did the introduction create interest in the subject?
2. Was the introduction short and to the point?

### B. ORGANIZATION (15 points)

1. Were the main points easy to follow?
2. Were the main points arranged in the best order?
3. Were the sentences short and easy to understand?
4. Was the speech interesting?

### C. CONTENT AND ACCURACY (20 points)

1. Were facts and information accurate?
2. Was there enough information concerning the subject?
3. Was credit given to sources of information, if appropriate?
4. Was content appropriately related to the horse industry?

### D. STAGE PRESENCE (15 points)

1. Was the speaker neat and appropriately dressed?
2. Did the speaker speak directly to and look at the audience?
3. Was the speaker's posture erect, but not stiff?
4. Did the speaker seem relaxed and at ease?

### E. DELIVERY (20 points)

1. Did the speaker have appropriate voice control?
2. Were all words pronounced correctly?
3. If notes were used, was it done without detracting from the speech?
4. Did the speaker seem to choose words at the time they were spoken as opposed to memorized or read-type delivery?

### F. GENERAL (10 points)

1. Did the speaker convey to the audience a sense of wanting to communicate?
2. Did the speech reflect the thoughts and personality of the speaker?

### G. CONCLUSION (10 points)

1. Was the conclusion short and interesting?
2. Did the conclusion properly wrap up the speech?
3. Could the speaker handle questions easily?

## **STATE CONTEST ELIGIBILITY** *(for reference only)*

Each of the four 4-H Extension Districts may enter fifteen (15) individuals *{preferably five (5) Junior, five (5) Intermediate and five (5) Senior}* in demonstrations/ illustrated talks and ten (10) individuals *{preferably five (5) Junior and five (5) Senior}* in public speaking.

Each of the four 4-H Extension Districts may enter ten (10) teams *{preferably five (5) Junior teams and five (5) Senior teams}* (2 members per team) for demonstrations/illustrated talks. Teams may consist of members from the same club, county or multiple counties within that district at the discretion of their district coordinator.

Districts are encouraged to send near equal numbers of contestants from each of the eligible age divisions.

Prepared by Jim Wilson, Regional Youth Development Educator, in grateful consultation with the Idaho 4-H Horse rules subcommittee comprised of Andrea Thompson, Bobbi Flowers, Cindy Kinder and Sue Walker. Reviewed and recommended for adoption by the Idaho 4-H Youth Horse Council on September 22, 2016. Revised 2021

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