



# How to Give a Method Demonstration



## **WHAT IS A METHOD DEMONSTRATION?**

A method demonstration is a teaching method used to communicate an idea with the aid of visuals such as flip charts, posters, power point, etc. A demonstration is the process of teaching someone how to make or do something in a step-by-step process. As you show how, you “tell” what you are doing. A demonstration always has a finished product. The key to a good demonstration is for the audience to be able to go home and do what you have taught hem how to do.

## **WHERE TO START:**

### **Choose Your Subject:**

The subject should fit your interests, experience, knowledge and skills. It should be exciting and not dull, challenging and not routine. If you are bored, your audience will be bored.

### **Brainstorm:**

Come up with numerous ideas for the subject. The more the better! Possible ideas could include:

- Something that you have done in a 4-H project
- Something that you do well
- Something that you would like to know more about
- Something others might have an interest in
- Something you are enthusiastic about
- Something that you believe in
- Something that challenges your ability

From your ideas, choose one that:

- Is unique
- Is suited to the age group
- Has a theme that can carry out your purpose in giving the presentation
- Has a clever title
- Appeals to the interests of the audience
- Is limited to one idea and not several

### **The Plan:**

Plan your demonstration on paper. Detailed planning saves time in the long run and is the key to an effective presentation. Planning includes:

- Listing supplies needed (equipment, posters, etc.)
- Collecting information that is accurate (use references such as the web, magazines, books, etc.)
- Listing steps to be shown, in order
- Deciding what will be said along with each step
- Planning how equipment and materials will be used

## **The Outline:**

1. Introduction
2. Body
3. Summary

## **Introduction – Why:**

- Greet your audience
- Introduce yourself
- Use a gimmick to draw attention
  - a personal incident
  - a flashy poster
  - a famous saying, riddle, poem, skit, song
  - a dramatic or shocking statement or problem
  - ask a question
  - a gesture
  - show a completed product

## **Body – How:**

- Discuss the main points
- Explain each step
- Keep it simple but include the steps necessary to make or do what is intended

## **Summary – What:**

- Display the finished product
- Highlight the main points
- State sources if information
- Ask for questions – “Thank you for your attention, are there any questions?”

## **PLAN YOUR VISUALS:**

The Primary purpose of visuals such as posters or a power point slide is to add interest and sparkle and to further explain a point.

- Keep visuals simple
- Make cover posters creative but keep other posters simple without a lot of graphics
- Print or use the computer to print out lettering
- Make lettering large enough to read from across the room
- Use only one color marker or print color (black on white posters are always best)
- Keep wording simple and do not write out the whole demonstration on you posters

- Use key words
- Use only what is necessary to get point across

To evaluate your visuals, ask yourself:

- Is it needed?
- Does it focus attention?
- Is it large enough to read?
- Is it neat and simple?
- Is it on heavy cardboard or posters that will not roll or bend?
- Is it easy to use?
- Is it simple to design?
- Colorful and eye-catching (cover poster)?
- Does it stress or explain a point?

### **CONSIDER THE TITLE:**

The title may be the last step in the preparation of a demonstration. If you concentrate on the idea and the development of the presentation, the title will come.

Titles that are effective usually are short, descriptive and image making. A title should suggest the demonstration subject without telling the whole story.

### **PLAN YOUR APPEARANCE:**

A neat well-groomed appearance is important! Clothing need not be a traditional uniform but should in keeping with the occasion. A conservative costume may add interest but don't overdo, it will distract from your demonstration.

Follow these guidelines:

- Avoid wearing heavy, dangling jewelry
- Stand tall – do not lean on the table or twist one foot behind the other
- Have eye contact with the audience
- Control voice – pitch and speed
- Avoid mannerisms that may be distracting – pushing back hair, pacing, rocking

### **ORGANIZE EQUIPMENT AND SUPPLIES:**

- Make a list of all the equipment and supplies needed
- Arrange equipment and supplies neatly in order of how you will use them
- Have a 2<sup>nd</sup> table behind you (if possible) to keep equipment and supplies on before needed in the demonstration and to set article out of the way after you have used them
- Clear your demonstration table as you finish each step

Here are some suggestions:

1. Have a neat, well lighted demonstration table or work surface of proper height
2. use trays for moving small equipment and supplies to the table. Arrange items in order of use.

3. Provide a litter bag and towels to clear any messes
4. Place a pad or towel under bowls when stirring to prevent noise or upsetting bowls
5. Test equipment prior to demonstration day
6. Practice using equipment several times to develop skill
7. Arrange your equipment and supplies, remove covers, unpack equipment, etc. prior to demonstration
8. Start and end demonstration with a clean table with only finished product for summary

### **STRESS ACCURACY:**

Use standard measurements, cups and spoons. Always measure some ingredients in front of your audience.

### **PRACTICE YOUR DELIVERY:**

- Do things in a logical order
- Stay within time limit
- Use visuals skillfully
- Know if there is sufficient information on the subject
- Practice, practice, practice

Practice before anyone and everyone who will listen. Ask for suggestions. Each time the demonstration is given, think of how it can be improved. Remember your key points and work to find the best way to get them across. Practice will give you poise, assurance, and confidence.

### **PRESENTING YOUR DEMONSTRATION:**

Now for the actual demonstration! The following hints should be helpful in insuring that the demonstration runs smoothly:

1. Setting up for the demonstration should be done as quickly as possible
2. Check posters before beginning for proper order
3. As equipment and supplies are used, move them out of the way
4. Keep the space in front of clear and uncluttered so as not to obstruct the view
5. Work quietly
6. Avoid long, unnatural pauses during demonstration
7. If a team demonstration, both partners should take turns talking and demonstrating. A person holding your posters or equipment is not a team demonstration
8. Method demonstrations are usually more interesting if it is done without notes. It shows that the individual has practiced and has a good understanding of the materials. Practice, practice
9. Do not talk with your back to the judge
10. Present all materials and steps where judges can see. Pretend that you are Vanna White and showing off a prize at the game show
11. Don't forget to ask if there are any questions

