

4-H Presentation Outline

>> **Opening:** Get their attention!

Tell a story or personal experience. Use a quote. Offer a bold fact or statement. DON'T start by saying the title of your presentation and name.

>> **Introduction:** Share who you are, the title of your presentation/purpose, and an overview of what you will cover.

Hi, my name is _____ and I am
_____ years old. This is my _____ year in the _____ 4-H club in
_____. My presentation is about
_____ and today I will be covering:

1. _____
2. _____
3. _____
4. _____

>> **Body:** Tell or show your main points and offer examples and support — this is the heart of your presentation and will take up the most time. Research this!

1. _____
-

Supporting material (facts, visuals, props, etc.): _____

Sources: _____

2. _____

Supporting material (facts, visuals, props, etc.): _____

Sources: _____

3. _____

Supporting material (facts, visuals, props, etc.): _____

Sources: _____

4. _____

Supporting material (facts, visuals, props, etc.): _____

Sources: _____

(Add more points if necessary)

>> **Conclusion:** Restate the title of your presentation, summarize your points, close with something memorable.

Today I've talked to you about _____ In summary:

1. _____
2. _____
3. _____
4. _____

Final statement (tie this back to your opening, give them a call to action or something to remember):

_____ Thank you.

>> **Sources:** Share your key sources from the body section (Books, websites, people, etc.)

1. _____
2. _____
3. _____
4. _____

>> **Questions:** Ask if there are any questions. ALWAYS repeat the question back, then answer. Prepare a list of possible questions:

1. _____
2. _____
3. _____
4. _____

>> **Last words:** This concludes my presentation/demonstration/illustrated talk (etc.), thank you for your time.