

No matter what your topic or purpose, every good speech has 5 main elements. If you follow these steps you can be a successful speaker.

1.

The first step is to decide on a purpose for your speech. Most of us don't talk unless we have a reason. Usually we want to:

- Get action or get others involved.
- Inform or give information.
- Convince or change an idea.
- Entertain or make people laugh.

Which of these four purposes describes what you would like to do?

2.

The second step is to select your topic. Once you know the purpose of your speech, select the topic of your speech. Don't let this overwhelm you! The purpose of your speech will help you decide on

a topic. For example, if you want to inform, you might tell us about something that interests you. If you want to get action or convince us to change our minds, you might talk about something you believe in. If you want to entertain, you might tell us a funny story. ***Good speeches are planned. They are not accidents!*** Remember to decide on the purpose first. Then select a topic you like that suits your purpose.

3.

The third step is to organize your speech. In this step you collect and organize your information. Look for different sources of information about your topic. Look in library, magazines or even the computer for information. Also, talk to people who have experience with your topic.

Your speech should have a time

limit. Don't try to tell everything you know about your topic. ***A good organizer uses information that supports or helps him make his or her point.*** Gather more information about your topic than you can use. This helps you make your speech stronger because you can use only the most important or interesting information.

4.

The fourth step is to write out your speech. This very important step is one I don't like to do either, but when I write out my speech I can time it. This is important because it's the only way I can tell if I have the right amount of information. I can also choose information or ideas that best support my topic. I like to use three ideas. Write out and time your speech so you can

choose information or ideas that best support your topic.

5.

The fifth step is practice. When you practice you learn your speech, learn to say the words in your speech correctly, and feel more comfortable giving your speech.

Get Prepared, Get Ready and Get Relaxed. Practice being relaxed by taking a deep breath and letting it out slowly before you start to speak. This little trick helps you look calm on the outside and feel more calm on the inside. Calm speakers aren't born. Being calm takes practice, too.

!!!! Each club member that gives a speech will earn their 4-H Club 5 points toward the club of the year award !!!!

Competition Rules

4th grade

* Speech should be 2 to 3 minutes long

* Speech does not have to be about 4-H

5th and 6th grade

* Speech should be 3 to 5 minutes long.

* Speech should relate in some way to the members' experiences in 4-H and/or to things learned in 4-H.

7th and 8th grade

* Speech should be 3 to 7 minutes long.

* Speech should relate in some way to the members' experiences in 4-H and/or to things learned in 4-H.

5th thru 8th grade county winners are eligible to go on to the Regional Contest.

4-H Public Speaking Contest



For more information contact your 4-H Extension Agent-
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