

# Demonstration Speech

(5-10 Min)

**Assignment:** Present a 5-to-10 minute demonstration speech to the class.

**What is it?** A demonstration speech is an informative speech in which a speaker presents step-by-step directions to an audience about how to do or how to make something. The speaker carefully demonstrates every step of the process. The information the speaker presents is enhanced by the speaker's use of visual aids and movements and gestures.

## How do I select a topic?

Choose a topic that interests you and is easy to fulfill the requirements on the rubric.

- *Select* a topic that you can easily provide visual aids.
- *Select* a topic that will be relevant and interesting to the majority of your classmates.
- *Avoid* obvious or trivial topics. If most people in the audience already know how to complete the process you are demonstrating, then there is no need for you to demonstrate it, unless you are demonstrating a totally new and different way to do so.
- *Avoid* any topic that is too complicated. If the process cannot be broken down into simple and distinct steps, or would take too much time to demonstrate, pick something else.
- *Avoid* any process that cannot be easily demonstrated in our classroom. Consider constraints such as lack of space or equipment.

## Rules for Food Topics:

- Do not demonstrate how to make something that comes from a box. If it is not a unique, homemade recipe, then don't do it.
- You need to take digital pictures and make a PowerPoint slideshow for your speech. Do not include any words. And make sure you include black slides for those moments when you talk about something else. (follow the example in class)
- Must have finished product. (If this is too difficult, then please choose a non-food topic.)

## Structure of Speech

The speech must have an introduction, body, and conclusion.

- **Introduction** should include:
  - **Attention-Getter:**
    - an interesting fact or statement
    - a famous quotation
    - an interesting statistic
    - an interesting or humorous story
    - a vivid description
  - **Tie To Audience:**
    - Make the topic of the speech clear and meaningful to the audience
  - **Statement of topic and credibility:**
    - Clearly state the process you will demonstrate
    - Explain why you are a credible source
  - **Preview of Main Points (P.O.M.P.):**
    - Preview the main parts of the body of your speech.
- **Body**
  - Have at least three distinct points.
  - Identify and describe the materials needed to complete this process

- What are they?
    - Where can one find them?
    - Think about alternatives.
  - Include an explanation for each step involved:
    - Make sure steps are in chronological order.
    - Define any terms that might be unfamiliar to your audience.
  - Think of alternatives to the steps mentioned?
  - What is some relevant background info/history on topic?
- **Conclusion**
    - **Summary of Main Points** – restate the points that you presented.
    - **Round-off** – end by returning to your attention-getter.

## 10 Golden Rules:

1. Choose a topic that can be reasonably be covered in 5-10 minutes.
2. Use visual aids large enough for everyone in the audience to see.
3. Carefully set up all materials and cover the demonstration area (if necessary to avoid a mess) before beginning the speech. (The speaker will not be able to return to her seat to get needed items.)
4. Open all bottles and containers before beginning the speech.
5. Clearly explain and demonstrate each and every step of the process.
6. Keep talking during the entire speech. Demonstration without a verbal presentation will not be adequate.
7. Keep speaking and demonstrating no matter what happens. Do not apologize for problems. Apology only draws attention to a mistake or problem.
8. Discuss variation or offer extra hints for success instead of demonstrating without speaking. (Research and think of ideas to have in case you need something to say).
9. Show a finished product or process during the speech.
10. Answer questions after the speech, and then clean up.

## What is required for this speech?

**Time:** your speech should last between 5-10 minutes. Points will be deducted for time over and under.

**Materials:** on the day you deliver your speech, you are required to have the following:

- A typed **outline** that includes all of the parts. (See example)
- A **note card**, from which you will speak, that contains no more than 50 words.
- **Visual aid(s)** of some sort that will be used for your demonstration.

## How do I complete this assignment?

1. Decide on a topic that fits the criteria.
2. Make a list of required material and from where one can obtain this material.
3. Make a list of steps. Think of alternatives.
4. Write your speech outline, using the example as a template.
5. Remember to have transitions.
6. Prepare the note card from which you will speak.
7. Gather all necessary materials and visual aides.
8. Practice, practice, practice. Time your speech. Find an audience or rehearse in front of a mirror.