

Entry 91: Demonstration Speech—Getting Organized

Opening	<p>Before launching into your demonstration, begin with an engaging opening. Your introduction should tell your classmates the following:</p> <ol style="list-style-type: none">1. What you are going to teach them.2. Why you chose to demonstrate the topic.3. Why your listeners should know how to do it.
Body	<p>You will present your speech in a step-by-step process. Look carefully at the description you wrote about the process you will demonstrate. Break it into numbered steps that your classmates will be able to follow. Use the following guidelines to help you:</p> <ul style="list-style-type: none">• Write short, clear sentences that detail each step (and sub-step) of the process.• Include notes about where visuals, examples, definitions, or personal anecdotes would clarify procedures.• Anticipate and address potential mistakes or misunderstandings that might arise for beginners at different points in the process.
Closing	<p>After you finish demonstrating, you should:</p> <ol style="list-style-type: none">1. Close your speech with a memorable summary of main steps.2. Ask for/answer any questions about the process or outcome.3. Tell audience where they can find more information if interested.4. Thank audience for its participation.
Delivery	<p>When you present your speech, you will need to:</p> <ul style="list-style-type: none">• Use visual aids and materials - objects, actual items, models, or drawings – to help you present and convey information.• Share personal stories and examples to illustrate your topic ("A common mistake I used to make...").• Look around to see if your audience is following you.• Ask if there are questions to clarify steps/information. <p>You may wish to:</p> <ul style="list-style-type: none">• Provide each student with materials to practice with or handle.• Ask for volunteers to assist with your demonstration.• Involve the whole class in the process you are teaching.
Outline	<p>Use the information provided on this page to help you write a draft of your outline on the next blank page of your journal. When you finish your outline, list materials you will need to bring with you the day you present.</p> <ol style="list-style-type: none">I. Opening<ol style="list-style-type: none">A. TopicB. Reason for choosing topicC. Explanation of importance to audienceII. Body<ol style="list-style-type: none">A. Step 1 Include as many steps as necessary to complete the process!B. Step 2C. Step 3III. Conclusion<ol style="list-style-type: none">A. Summary of stepsB. Answer questionsC. Next stepsD. Thank audience <p>List of Materials</p>