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If you are a person with a disability and desire any assistive devices, services or other accommodations to participate in this activity, please contact Celia Brockway, Isle of Wight and Southampton Counties (757-365-6262/TDD*), during business hours of 8:30 a.m. and 5:00 p.m. to discuss accommodations 5 days prior to the event.

*TDD number is (800) 828-1120.
SOUTHEAST DISTRICT CONTEST DETAILS
Saturday, March 21, 2015
Grassfield High School
2007 Grizzly Trail
Chesapeake, VA 23323
12:00 p.m.

Host Units: Isle of Wight and Southampton Counties

Entries must be sent in via the Southeast District 4-H Contest Registration Spreadsheet by February 27, 2015.

SCHEDULE FOR THE DAY*

11:00 a.m.  Agents arrive
            Room Monitor Orientation

11:15 a.m.  Registration of Project Contests brought by Agents

11:30 – 12:00 p.m.  Set Up for all competition areas

12:00 – 12:15 p.m.  Arrival and Registration of Judges, Competitors, & Spectators

12:30 – 12:50 p.m.  Opening Ceremony (Location provided at registration)
                      – Hosted by Southeast District Cabinet Members
                      Judges Orientation (Location provided at registration)

1:00 – 3:00 p.m.  4-H Competitions (Location provided at registration)

3:00 – 4:00 pm  Closing Ceremony (Location provided at registration)

*These times may change as competitions are finished, once the last competition is finished, the Closing Ceremony will began.
AGENT/PROGRAM ASSISTANT/UNIT
RESPONSIBILITIES FOR DISTRICT CONTEST

DISTRICT CONTEST CHAIRPERSON
- Relay information regarding State 4-H Contest changes to Agents in District
- Serve on State 4-H Contest Committee (if applicable)
- With the assistance of District Agents, identify a date for District Contest
- Secure location for District Contest
- Request District Agents to volunteer to serve as chairs of particular contests
- Appoint a Judges’ Orientation Chairperson
- Appoint a Room Monitors’ Orientation Chairperson
- Make alteration to District Contest Handbook as needed
- Collect names and contact information of judges from District Agents
- Determine if a Blue Ribbon Raffle will occur (a Nook or Kindle was suggested)
- Determine if a General Raffle will occur (possibly some kind of nice 4-H Mall item)
- With the assistance of the Judges’ Orientation Chairperson, furnish judges with information regarding scoring, comments, guidelines for the appropriate contest and scoring aids at least four weeks prior to District Contest. Send a reminder email one week prior to Contest.
- Compile Registration List. Communicate with all Agents involved if one Contest does not have participants.
- With the assistance of the Room Monitors’ Orientation Chairperson, organize District Contest room packets for Room Monitors
  The packet will contain:
  - List of youth contest participants
  - 4-H Score Sheets
  - Evaluation Forms
  - Judges Information Sheets and suggested comments
  - General Information and Schedule
- Create and implement layout of contests: room assignments, judges’ area, etc.
- Create program with school layout, room assignments, etc. to have at registration
- Order lunch for judges
- On the day of Contest:
  - Set up and execute Registration with the help of the Judges’ Orientation Chair
  - Find a location for judges to convene after contests
  - Label rooms with appropriate contest
  - Once contests are over, compile score sheets based upon county
- After Contest:
  - Look through score sheets and rewrite any with inappropriate comments
  - Mail score sheets to appropriate offices
  - Send out an evaluation to those who participated (youth, audience, agents, etc.)

ROOM MONITORS’ ORIENTATION CHAIRPERSON
- Communicate with Room Monitors prior to Contest regarding ribbons (who has some, etc.)
- With assistance from the District Contest Chairperson, create Room Monitor packets.
- Provide orientation for individuals serving as Room Monitors
- At Orientation, distribute Room Monitor packets and ribbons as needed.
PHOTOGRAPHER
- Visit all of the contest locations and take pictures of youth participating and audiences listening and interacting.
- Remember to wait for applause before entering a room with of Extemporaneous Speaking, Demonstrations, Presentations, Public Speaking, or Radio Spot.
- Following Contest, provide pictures digitally to the District Contest Chairperson.

JUDGES’ ORIENTATION CHAIRPERSON
- With the assistance of the District Contest Chairperson, furnish judges with information regarding scoring, comments, guidelines for the appropriate contest and scoring aids at least four weeks prior to District Contest. Send a reminder email one week prior to Contest.
- Once registrations are compiled, if a contest does not have enough participants, contact the judge for that area and request that they assist with a different contest.
- Check-in judges at District Contest and ask if, in the instance that youth for their category do not show up, would they be willing to assist with another category (create spreadsheet).
- Provide Judges’ Orientation at District Contest. Discuss locations, schedule for the day, judges’ room, score sheets, room monitors, etc. You may use the enclosed “Tips and Guidelines for Judging 4-H Presentations”. Be sure to explain that ALL 4-Hers will receive either a blue, red, or white ribbon. The District 4-H Contest is designed to be a learning experience for all participants. 4-Hers are NOT competing with each other.

ALL AGENTS/PROGRAM ASSISTANTS/UNITS
- Provide entries by the deadline.
- Serve as a Room Monitor for one or more contests as needed.
- Seven weeks prior to Contest (January 30) each unit must pay a fee. Information can be found on the enclosed invoice.
- Five weeks prior (February 13) to District Contest, provide names and contact information (at least an email address) to District Contest Chairperson for no less than three judges for your contest area.
- Three weeks prior (February 27) entries are due to the District Contest Chairperson.
- The day of Contest (March 21) you will need to:
  - Arrive early to set up your room and participate in Room Monitors’ Orientation where you will receive your room packet
  - Following the guidelines given at orientation, keep your contest flowing smoothly:
    - Please arrange the room in a manner, so if the presenter uses the laptop and projector they are able to stand in an appropriate area to speak to the audience and still control their PowerPoint presentation.
    - Create the order in which youth will speak
    - Assign someone to keep time
    - Introduce the contest judges in your room
    - Only judges are allowed to ask questions of the 4-H presenters.
    - You should provide a specific judge area and a spectator area for adults and other guests. ***Parents/Guardians/Guests ARE allowed to stay in the contest room and watch the presentations.
  - Once your contest is over:
    - You will tally the score sheets (three per participant), average the scores for each participant, determine the ribbon awarded.
Then, on the back of the appropriate colored ribbon you will write the youth’s name.

- Divide all of the score sheets into stacks based upon their county and give these to the District Contest Chair who will give them to the appropriate Agent.
- Present the ribbons for your contest at the Closing Ceremony (this why have the child’s name on the back is helpful)

- **You are also asked to provide the following materials the day of contest:** Easel, sufficient sharpened pencils for the judges, calculators for scoring, laptop computer, projector, extension Cords, podium (Public Speaking only)

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**AGENT ASSIGNMENTS**

**4-H Promotion:** Christina Ruszczyk-Murray  
**Beef Ambassador:** Jocelyn Pearson  
**Chicken Barbeque & Egg Presentation Demonstration:** Danielle Jones  
**Crafts & Fine Arts:** Jackie Tull  
**Extemporaneous Speaking:** Billie Jean Elmer  
**Fashion Revue:** Sharon Mallory and LaSonya White  
**Photography:** Christina Ruszczyk-Murray  
**Poster:** Jackie Tull  
**Presentation – Animal Science (Dairy, Livestock, Poultry & Horse, Pony & Pet):** Erin Menchhofer  
**Presentation – Careers, Entrepreneurship, Economic Ed./Citizenship, Leadership/Home, Family, Personal Management:** Sharon Mallory and LaSonya White  
**Presentation – Food Demonstration & Preparation/Nutrition & Health/ Food Knowledge:** Danielle Jones  
**Presentation – Natural Resources Ed.: Forestry, Wildlife, Fishing/Outdoor Adventure/ Plants, Soils, Entomology/Shooting Education & Environmental Ed.:** Jocelyn Pearson  
**Presentation – Performing Arts/Visual Arts:** Hermon Maclin  
**Presentation – STEM:** Greg Costanza  
**Public Speaking:** Erin Menchhofer  
**Multimedia Projects:** Celia Brockway  
**Radio Spots:** Greg Costanza  
**Share–the–Fun:** Hermon Maclin  
**Trash to Treasure:** Jackie Tull

*Note: Some of these competitions will be combined. So one set of judges will be needed for those of you who have more than one category area.*

**Headquarters/Registration:** Celia Brockway and Jocelyn Pearson  
**Judges’ Orientation:** Jackie Tull  
**Room Monitors’ Orientation/Ribbons:** Erin Menchhofer  
**Photographer:**  
**Closing Session:** Room Monitors and Southeast District Cabinet Members
INVOICE

This invoice should be used to send your 2015 Southeast District Contest Fees.

Please pay the fee of $45.00 on or before January 30, 2015. The fee covers the costs of building rental, supplies, etc.

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Fund Number - Org. Number - Date: ____________

Please use appropriate Journal Entry transfer to send funds to the Suffolk Unit Office. Please have your UAA make sure he/she earmarks the amount for Southeast District Contest/Your Unit. If you have any questions, please do not hesitate to call Danielle Jones at dtsmith@vt.edu or Celia Brockway at cbrock7@vt.edu.
TIPS AND GUIDELINES FOR JUDGING 4-H PRESENTATIONS

Opening and Appearance

1. Although the room facilitator should introduce the contestant, 4-H members should be prepared to introduce themselves.

2. The use of 3” x 5” note cards is acceptable for occasional reference. Reading of cards continuously throughout the presentation would indicate a need for more preparation.

3. Dress should be appropriate for competitive area.

Equipment and Teaching Aids

1. Labels on commercial products should be concealed or removed. Use of brand names should be avoided.

2. If food demonstration, clear bowls should be used to permit the audience a better view, but no points will be deducted if clear bowls are not used.

3. Posters should be neat, standard size, and lettering should be easily seen and legible. All words should be spelled correctly. Posters are not mandatory and should be used only if they enhance the presentation; many other visuals are also effective. If used, they should be effectively seen and interpreted by the audience.

4. **NO live animals** are to be used in District or State contests.

Scoring

1. You may want to hold the first few score sheets to get a feel of performance level – adjust expectations and score accordingly.

2. You should ask for additional time between presentations if needed for scoring.

3. Avoid comparisons as much as possible-- look more at 4-Hers age and presentation skills in relation to that age.

4. Avoid conferring about 4-Hers during the contest; in case of a tie, discuss in private which member most deserves the placing.

5. If you give a youth a low score, especially one that results in a red or white ribbon, please give some advice on the score sheet for ways the participant can improve. This way the youth can learn from their mistakes and be better next time!

6. Be sure all scoring blanks on the form are filled in.

7. Be prepared to ask questions after the 4-Hers presentation.
SOUTHEAST DISTRICT 4-H CONTEST INFORMATION GUIDE

GENERAL INFORMATION - The Southeast District 4-H Contest is open to youth, ages 5 - 19 and is divided into several areas of participation. Contestants should be familiar with the appropriate information and score sheet for their event.

AGE GROUPS* - Competitive events at District Contest are done in three age groups as follows:
- Juniors (ages 9-11*);
- Intermediates (ages 12 & 13*); and
- Seniors (ages 14 -19*)
- Individuals who are Cloverbud age (5-8*) are welcome to exhibit in any “Project Contest”; however, these entries will be non-competitive and a participation ribbon will be given.
*All ages are as of September 30, 2015

PERFORMANCE CONTESTS
4-H members may only enter one of the following categories:
- Beef Ambassador (open to those 15 to 19 years old as of January 1, 2015)
- Chicken Barbeque
- Egg Cookery
- Extemporaneous Speaking
- Fashion Revue
- Presentation/Demonstration
- Public Speaking
- Radio Spot
- Share-the-Fun
- Team Demonstration

PROJECT CONTESTS
4-H members may enter an unlimited number of the following category as long as the number of county entries has not exceeded the limit.
- 4-H Promotion
- Crafts
- Fine arts
- Multimedia Project
- Photography
- Poster
- Trash to Treasure

A few notes about Project Contests:
- Participants do not need to be present, though all project categories have the option of participating in conference judging, which would entail the youth speaking with a judge about the project and what was learned in the process.
- All entries must be the product of the youth and all Project Contest items must have a label with participant's name, age, birthdate, school grade, 4-H unit, class (if applicable), category (if applicable), and exhibit title.
PERFORMANCE CONTESTS

4-H members may only enter one of the following categories:

- Beef Ambassador (open to those 15 to 19 years old as of January 1, 2015)
- Chicken Barbeque
- Egg Cookery
- Extemporaneous Speaking
- Fashion Revue
- Presentation/Demonstration
- Public Speaking
- Radio Spot
- Share-the-Fun
- Team Demonstration

PERFORMANCE CONTEST PREPARATION

- Members should review the appropriate score sheet for their event.
- Contestants should refer to the following publications for preparation assistance:
- The use of 3” x 5” note cards is acceptable for occasional reference. Reading the cards continuously throughout the presentation is discouraged.
- Participants are encouraged to dress appropriately for the contest. Members should introduce themselves at the beginning of their presentation or act.

EQUIPMENT – Laptop, laptop projectors, screens, easels, and other props are the responsibility of each contestant.

ELIGIBILITY RULES & REGULATIONS - General rules and regulations for the contest apply.

BEEF AMBASSADOR COMPETITION - This competition is open to senior 4-H members, ages 15-19, as of January 1 of the current year. The purpose is to educate youth on the nutritional value, the economic value, cooking principals, safe handling and versatile use of beef and to understand the importance of beef as an agricultural product. Contestants are required to give a five to eight-minute presentation or illustrated talk about beef and/or the beef industry OR presentation of the dish prepared, containing one pound of ground beef. Each contestant will furnish his or her own supplies for the competition. For details and registration information please contact your local 4-H Extension Agent. You may also visit the following pages for basic details: http://www.4-h.ext.vt.edu/programs/an science/livestock/events/beef-expo/jr_bee f_roundup/2014/14_bee f_ambassador_contest.pdf
http://www.nationalbeefambassador.org/

CHICKEN BARBEQUE - The purpose of this category/presentation is to demonstrate and teach proper skills and techniques to use in preparation and use of poultry meat, to acquire the ability to express their ideas through participation in projects, demonstrations, and exhibits, and to acquire knowledge and improve understanding of the economy, versatility and nutritional value of poultry meat and its relationship to human nutrition and health. Ten minutes is the allotted time for the presentation. Additional guidelines may be found using the following link:
EGG PREPARATION DEMONSTRATION - Members must present a demonstration on the preparation of an egg dish. Judges will sample the finished project at the conclusion of the demonstration. The demonstration should be no more than 12 minutes in length. Contestants must submit to the judge’s three copies of the selected recipe used in the demonstration. Members must furnish their own supplies for the demonstration. Guidelines and score sheet is enclosed in this booklet. Additional guidelines may be found using the following link: http://pubs.ext.vt.edu/4-H/4H-31NP/4H-31NP.html

EXTEMPORANEOUS SPEAKING Speakers will draw three topics and choose one topic on which to speak. The questions will be based on 4-H and life skill experiences and will not require any research.

- Prep Time:
  - Juniors and Intermediates may have up to 30 minutes and
  - Seniors up to 15 minutes to prepare their talk.
- Time Limit:
  - Juniors and Intermediates time limit is 2 to 3 minutes and
  - Seniors is 3 to 5 minutes.

Judges may deduct points for presentations not meeting or exceeding time limits. Extemporaneous speakers will be shown color time cards at correctly timed intervals indicating "1 MINUTE", "30 SECONDS", and "STOP".

Additional Information:
- Extemporaneous Speaking contestants should not introduce themselves as part of their presentation. This will be done by the room facilitator.
- Judges may ask questions of contestants.
- Speeches are given by individuals, not teams.
- Note cards will be provided for each participant by the room facilitator.

The score sheet for this competition is as follows: http://pubs.ext.vt.edu/380/380-024/380-024_PDF.pdf

FASHION REVUE – There are two categories a 4-H member may choose:

Category I: Constructed Garment – Participants are 4-H members who have constructed a garment (clothing, costume, etc.).

4-H PRESENTATIONS/DEMONSTRATIONS - While you are showing how, you are telling the why and how of what you are doing. Presentations are either a demonstration (doing) or an illustrated talk (telling). Presentation time range should be as follows:

- 2 to 5 minutes for Juniors,
- 5 to 10 minutes for Intermediates, and
- 10 to 15 minutes, for Seniors.

Speakers should cite their major references after the conclusion of their presentation. This time will not be counted in the allotted time. Those participating in Food Demonstration must bring a finished project.

Presentations can include the following categories:

- Animal Science: Dairy/Livestock/Poultry
- Animal Science: Pet
- Careers, Entrepreneurship, & Economic Ed.
- Citizenship and Leadership
- Environmental Ed.
- Food Demonstration/Preparation
- Food Knowledge
- Home, Family, & Personal Management
- Natural Resources Ed.: Forestry/Wildlife/Fishing
- Nutrition and/or Health
- Outdoor Adventure
- Performing Arts
- Plants, Soils, & Entomology
- Shooting Education
- STEM (Science, Technology, Engineering, & Math)
- Visual Arts

Complete guidelines and score sheets may be found using the following links:


TEAM DEMONSTRATIONS - Team Demonstration involves two (2) members giving a demonstration or an illustrated talk. Speakers must follow the same time criteria as for a 4-H Presentation.

PUBLIC SPEAKING - A speech is an oral communication to others about a topic which you want to share. This may be a personal experience, topic of interest to you, or making a point about an issue. Speakers may use notes; however, excessive use of notes may be counted against the speaker. A podium will be provided. The time range should be the following:

- 3-6 minutes for Juniors and Intermediates, and
- 5-7 minutes for Seniors.

Speakers should cite their major references after the conclusion of their speech. This time will not be counted in the allotted time. Complete guidelines and score sheets may be found using the following links:

**RADIO SPOT** Time limit is 30 seconds for all age groups. Judges may deduct points for presentations not meeting or exceeding time limits. Radio spots should be exactly 30 seconds in length and may include a musical or sound effect introduction and/or background, but may not include a spoken introduction or “tag” by anyone other than the contestant. If music or a sound effect is used, the contestant must provide and operate the sound making device.

**Written Script:**
The contestant will provide a complete written script (including notations about music/sound effects) to the timekeeper to aid in timing accuracy. Musical/sound effect introductions and endings are considered a part of the radio spot and must not cause the 30 second time limit to be exceeded.

**Theme:**
The spot should relate to 4-H and be an original piece, created by the contestant. The score sheet for this competition is a follows: [http://www.pubs.ext.vt.edu/380/380-025/380-025_PDF.pdf](http://www.pubs.ext.vt.edu/380/380-025/380-025_PDF.pdf)

**SHARE-THE-FUN** – Acts involve a **maximum** of **four persons** per act. Acts should be limited to **four minutes**. Juniors, Intermediates, and Seniors compete in separate categories and should not be mixed in acts. **All acts must be pre-approved by the local 4-H agent before entry to the District Contest.** Complete guidelines and score sheets may also be found using the following link: [http://pubs.ext.vt.edu/388/388-064/388-064-PDF.pdf](http://pubs.ext.vt.edu/388/388-064/388-064-PDF.pdf)

**Categories are as follows:**
**Vocal** – All 4-Hers participating in this act must sing if judged. Includes all musical genres, from rap to yodeling. Acts may be a cappella or with musical accompaniment. (If musical accompaniment is used artists voice must not be heard in music.) (If you accompany self, only voice will be judged.)

**Instrumental** – Involves musical instruments of all types. The following are examples of instrumental acts: piano player, flute player, banjo and guitar players, jazz band, and combination up to four instruments. (Only the instrumental presentation will be judged.)

**Dance** – Music must be pre-approved by the local 4-H agent. (No objectionable music will be allowed.) Competitions will be divided into two categories: Contemporary and Traditional. Contemporary – interpretive, hip hop, acrobatic, praise, and step. Traditional - tap, ballet, modern, jazz, square dancing, folk, and clogging. (Only the dance presentation will be judged.)

**Drama** – Participants may perform a play or scene from a play, monologue, or mime.

**Variety** – This is an assortment of specialty acts which do not fit into any of the other categories (i.e., magic acts, stand-up comics, puppetry, impressionists, ventriloquism, clowning, juggling, circus acts, tumbling/gymnastics, lip sync, bird calls, karate.)

**Combination** - Two or more of any of the above categories, i.e. singing and dancing, singing and playing guitar, etc. Participant(s) will be judged on all aspects of the act.
PROJECT CONTESTS

4-H members may enter an unlimited number of the following category as long as the number of county entries has not exceeded the limit.

- 4-H Promotion
- Crafts
- Fine arts
- Multimedia Project
- Photography
- Poster
- Trash to Treasure

Participants do not need to be present, though all project categories have the option of participating in conference judging, which would entail the youth speaking with a judge about the project and what was learned in the process.

All entries must be the product of the youth and all Project Contest items must have a label with participant's name, age, birthdate, school grade, 4-H unit, class (if applicable), category (if applicable), and exhibit title.

4-H PROMOTION Youth create anything to promote 4-H. Some examples include posters, flyers, bumper sticker designs, PowerPoint presentations, etc. Each unit may bring 5 entries per age level. Participant does not need to be present. The score sheet can be found using the following links:
http://www.ext.vt.edu/districts/southeast/district-contest/4h-promotion-scoresheet.pdf

CRAFTS Youth may enter craft projects they have completed within the last year (i.e. sewing items, wreaths, quilts, cross stitch, paper mache, etc.). Each unit may bring 5 entries per age level. Participant does not need to be present. Official guidelines and the score sheet can be found using the following links:
http://www.ext.vt.edu/districts/southeast/district-contest/crafts-cg.pdf
http://www.ext.vt.edu/districts/southeast/district-contest/crafts-score-sheet.pdf

FINE ARTS Youth are invited to showcase their artwork. As a competitor, you are solely responsible for deciding on the proper CATEGORY and CLASS for your entry. All entries will be displayed during the competition and judged. Each unit may submit 5 entries for each level (Junior, Intermediate, Senior). Participant does not need to be present. Official guidelines and the score sheet can be found using the following links:
http://www.ext.vt.edu/districts/southeast/district-contest/fine-arts-cg.pdf
http://www.ext.vt.edu/districts/southeast/district-contest/fine-arts-score-sheet.pdf

MULTIMEDIA PROJECT Youth create a PowerPoint presentation on an educational topic. The PowerPoint presentation should be free running and should educate the audience without any person being present to explain it. Each unit may bring 5 entries per age level. Participant does not need to be present. The score sheet can be found using the following links:
http://www.ext.vt.edu/districts/southeast/district-contest/multimedia-cg.pdf
http://www.ext.vt.edu/districts/southeast/district-contest/multimedia-score-sheet.pdf
PHOTOGRAPHY Photo must be taken by the participant and may be taken with a conventional camera (i.e. film) or a digital camera (i.e. not film). Each unit may submit 5 entries for each level (Junior, Intermediate, Senior). Official guidelines and the score sheet can be found using the following links:
http://www.ext.vt.edu/districts/southeast/district-contest/multimedia-cg.pdf
http://www.ext.vt.edu/districts/southeast/district-contest/photo-contest-tips.pdf
http://www.ext.vt.edu/districts/southeast/district-contest/photo-score-sheet.pdf (Non-Conference Judging)

POSTER May consist of one or more posters. The poster must be titled and make a statement related to that title. On the back of the poster attach a label with participant's name, age, school grade, 4-H unit, and exhibit title. All posters will be displayed during the competition and judged. Each unit may submit 5 posters for each level (Junior, Intermediate, Senior). Participant does not need to be present. Official guidelines and the score sheet can be found using the following links:
http://www.ext.vt.edu/districts/southeast/district-contest/poster-cg.pdf
http://www.ext.vt.edu/districts/southeast/district-contest/poster-score-sheet.pdf

TRASH TO TREASURE (recycle) All items must be made with recycled materials. Categories are as follows: sculpture, jewelry, miscellaneous. Items should reflect a new use of the recycled object (i.e. decorated can becomes a pencil holder, liter bottle becomes a bird feeder, etc.) Each item must be labeled as decorative only or useable item and must be accompanied by a brief written explanation of materials and intended use. Useable items must be able to withstand intended use (i.e. outdoor items must be weather resistant). Each unit may bring 5 entries per age level. Participant does not need to be present. Official guidelines and the score sheet can be found using the following links: