

City University of New York (CUNY)

CUNY Academic Works

Open Educational Resources

City College of New York

2022

Demonstration Speech Guidelines

Anuradha K. Herath
CUNY City College

[How does access to this work benefit you? Let us know!](#)

More information about this work at: https://academicworks.cuny.edu/cc_oers/427

Discover additional works at: <https://academicworks.cuny.edu>

This work is made publicly available by the City University of New York (CUNY).
Contact: AcademicWorks@cuny.edu

Demonstration Speech Assignment

Total Points: 100

TOPIC SELECTION

This speech consists of showing the audience how to do something or how to make something. When choosing your topic, consider your time frame, your personal skills and abilities, and your audience. You may decide to only demonstrate part of a process in order to adjust to the time limits (e.g., how to putt instead of how to golf, or how to decorate a cake instead of how to make an entire cake). If showing only a portion of the process, it would be wise to bring (or show) an example of the “finished product” for your audience to see.

The easiest way is to show how to do something, how something is done, how to make something, how something works, or how something happens. Below are a few options to get you thinking:

How to make...

How to fix...

How to use...

How to do...

How ... works.

How ... is done, produced or made.

How ... happens.

TIME LIMIT

The length of the speech will be 5 minutes plus or minus 30 seconds. There will be a penalty for any speech which fails to meet or exceeds the time limit by more than 30 seconds.

VISUAL AID

This presentation is designed to have you speak without a slide presentation. Therefore, you should NOT use a slide presentation for this speech, but you MUST have some type of visual aid. This could be objects that you're using in the demonstration process or the final product. For example, if you're teaching us how to cook something, you could show us the ingredients and utensils you're using as well as the final product. If you're showing us how to fix something, you can show us the different parts. Think of various other types of other visual aids that might be available to you that would make the speech more interesting.

RESEARCH & REFERENCES

An outline is not required for this speech. However, your speech must be well-research with credible references. You must use at least 3 sources for this speech. They can include interviews, cookbooks, or websites where you found tidbits and stats. I am also not requiring a reference list to be submitted separately for this speech. However, I expect to see your 3 sources referenced in during the speech.

ATTIRE

This is a formal presentation, and therefore, you will be expected to dress appropriately. The attire is not expected to be extremely formal. Business attire would be appropriate. Think of what you might wear to a job interview.

ZOOM PLATFORM TIPS

- Remember that you will have to turn your video on during your speech. Please make sure you don't face any technical difficulties.
- Maintaining eye contact means looking into the camera on your computer, which may seem uncomfortable, but that is the expectation.
- You are welcome to use notes but make sure you don't read directly from the notecards.
- Even though we're not delivering these speeches face-to-face, present yourself professionally.
- As much as is possible, try to find a quiet place with good lighting where you won't be distracted during your speech.
- Think of seating and posture during your speech. The best option is to sit at a table with a comfortable chair on which you can sit up straight.