

August 4, 2015

As a Meeting Facilitator and Audience:

1. If you are presiding over the meeting or presenting your gallery items, do it timely. Don't extend your presentation when a minute or so is sufficient. The demonstrator deserves his/her time to complete their program. At some clubs between a business meeting, the instant gallery presentation and a break for refreshments there is hardly time for the program. It's discourteous to the presenter.
2. Silence or turn off your cell phone. If you receive a call you must answer, do so quietly advising the caller to hold a minute, and go outside to continue.
3. Please don't talk and/or laugh loudly during the demonstration. It's distracting to both those sitting near you and the demonstrator. If the demonstrator lacks confidence it could be very distracting.
4. Rarely does a demonstrator not give some good tips or suggestions. Many of us think we will remember them but most of us will not. Bring a pencil/pen and something to write notes on to get the most out of the program.

As a Camera Operator:

1. Check out the camera and its functions before you start. Ask for help if you are not sure.
2. Decide with the demonstrator beforehand a place to show tools or other close-ups.
3. Talk with the demonstrator to determine what they think may be the best angles to set the camera for the demonstration and find out what parts of the program are a must see for the audience.
4. STAY NEAR THE CAMERA AND PAY ATTENTION.
5. Watch the MONITOR as you adjust the camera so you see what the audience sees.
6. Once focused on a close-up shot – DON'T MOVE THE CAMERA OR THE CAMERA BOOM – it becomes too difficult to get back to the right place again.
7. Zoom back to a WIDE angle before moving the camera.
8. Zoom in and out SLOWLY. Definitely zoom out to a wide angle if you are lost.
9. Use extreme close-ups sparingly.

As a Demonstrator:

It has been said that the only fear worse than death is public speaking. A demonstration is more like a conversation than public speaking. Don't let a fear keep you from presenting a program. I FIND JUST GETTING UP IN FRONT OF FOLKS AT EVERY CHANCE I HAVE WORKS WELL. As a demonstrator you have

prepared your program and know more about your presentation than the audience and you will almost always give a tip or suggestion that makes your whole presentation worth coming to see. Rarely do I attend a meeting that I don't learn something new and useful.

As the Demonstrator – some DON'TS:

1. Be pleased with the lathe you are given and don't make any negative comments about it.
2. Don't let yourself get off on a tangent and forget the focus of your planned program. Write your outline and follow it.
3. Don't ignore questions no matter how elementary. But, if it will be answered later you might say –“GOOD QUESTION AND IT WILL BE ANSWERED LATER”.
4. Never get defensive.
5. Don't mismanage your time to the point you cannot finish on time.
6. Don't argue with another's point of view or technique.
7. Don't belittle yourself or your skills.

As the Demonstrator – some DO's:

1. Thank the club/audience for inviting you to demonstrate.
2. Introduce or tell us what you are going to do either orally or better yet use a white board or presentation tablet. The white board or tablet helps keep you organized and the audience informed of what to expect.
3. Prepare carefully. Normally that means an hour or two for every half hours presentation. Write out a sequence organization chart, getting supplies together, tools ready and sharpened and other needed equipment. If you have a club provided equipment need, make sure whoever is in charge knows it.
4. Provide an instructional handout if appropriate, especially if you want to give sources of supplies or equipment.
5. FACE THE AUDIENCE when speaking. Even with a microphone, you should not speak with your back to the audience.
6. Ask for and take questions as the program proceeds. REPEAT the question so all know it before answering. If the question will be answered later in the presentation, say so and ask for a reminder later if appropriate. If you answer now it can throw off the timing of the presentation.
7. Occasionally check with both the camera operator and the audience to insure everyone can see what is happening.
8. PLAN FOR THE UNEXPECTED. Especially have additional wood to carry on the program if something were to happen.
9. Acknowledge that your techniques are in fact how you do it but not necessary maybe the best and for sure not the only way to approach the turning issues.
10. Some turning techniques are more appropriate for a more advanced or skilled turner. PLEASE SAY SO IF THAT'S THE CASE. Don't lead a beginner to try a cut that might be dangerous.

11. I use a note pad to organize my presentation and then on the table behind me I sequence each phase. So, for instance when I have done the presentations on coloring, I have the pieces of wood, colors I want to use, the Goldfinger or Liming wax all separated, each together with the 4 or 5 elements of the presentation I want to show.
12. Share credit where credit is appropriate. As here I have taken the liberty to incorporate a great deal of information, with permission, from a document by Frank Penta, Chapel Hill, NC, www.woodspriteturnings.com

Types of demonstrations:

1. Slide show.
2. Show and tell talk.
3. When you are going to turn at the lathe, if there is little value to the audience to see the wood preparation, have it completed before the presentation starts to save time.
4. Begin and complete an entire piece from raw wood to having been sanded and a finish applied. This could probably be done only with a small item like a pen or wine bottle stopper.
5. Start a piece and show techniques all through to completion leaving out sanding and finishing because of dust and/or time issues. (John Lucas did this in July)
6. Start a piece that you know you cannot finish in the allotted time, but have appropriately staged pieces that can be inserted to move the program forward to completion. Referred to as the Cooking Class approach (This technique was done very well by Ron Sanda in March)
7. To show embellishment techniques, have the turning already done to save time so you can work with whatever you want to show. Carving, burning, coloring, etc. are all appropriate for an entire presentation.

There are a multitude of presentations that can be done. When you have received a scholarship you will definitely have tips and suggestions we need to hear. Step forward and volunteer to take a month's program even if you have not received a scholarship – IT'S TIME WE SEE YOU PRESENT AT ONE OF OUR MEETINGS.

AND WHEN YOU DO, REMEMBER TO HAVE **FUN**

Mike Zinser

www.mike.zinser@yahoo.com