



4-H Project Record Book

(Complete one record book for each project)

Year _____

Project _____

Years in Project _____
(including this year)

Age Level (check one)

- Junior (8-10)
- Intermediate (11-13)
- Senior (14 and above)

Name _____

County _____

Date of Birth (MM/DDIYY) _____

Age (as of January 1st) _____

4-H Club _____

I declare that the information in this book is correct and all 4-H requirements have been completed, to the best of my knowledge.

MEMBER'S SIGNATURE _____

LEADER'S SIGNATURE _____

PARENT'S SIGNATURE _____

Project Goals

(To be completed at the first meeting or at the beginning of the year)

What do you want to achieve by participating in your 4-H Project? Answering this question will help you identify your personal goals for this year. Personal goals are statements that say what you want to achieve or what you want to improve. Once you decide on a goal, then you need to plan a "To Do" list to reach that goal. You might think of this "To Do" list as the things you need to do or learn in order to reach your goal.

For example, in a beef project a Junior age 4-H Member might report: Goal 1: Learn to clip and fit a steer for show. To Do List: 1) learn to operate and maintain a set of clippers 2) observe someone knowledgeable in clipping and fitting cattle for show in action 3) participate in a jackpot show prior to my county fair in order to practice 4) tell my parents that I want to do my own work in preparing my beef project for show.

Identifying goals and how you are going to reach those goals is important to help you become more skilled and knowledgeable about your project. List the goal(s) for your 4-H project and at least three 'To Do' items to help you accomplish each goal. (Junior at least 1 goal; Intermediate at least 2 goals; Seniors at least 3 goals.) *If you report more than 3 goals, insert additional copies of this page as needed.*

Goal 1: _____

"To Do" List to reach the goal:

Goal 2: _____

'To Do" List to reach the goal:

Goal 3: _____

"To Do' List to reach the goal:

My Demonstration

Title: _____

What type of presentation did you do? (check one)

Demonstration

Illustrated Talk

Public Speech

Materials Used (posters, animals, models, etc.)

Where and when was it given? _____

How many were in the audience? _____

What was the content of the demonstration?

Expense Record

List any tools, equipment, materials, or supplies purchased for use with your project this year

Date	Paid To	Description of Purchased	Amount



Total Expenses:	
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How Did You Do?

Take a look back at the goals you listed at the beginning of the year. How did you do? List your goals below. Using a scale from 5 to 1, rate how you feel you did on each goal. Also, give a short explanation of why you think you deserve the rating you gave yourself. If you reported more than 3 goals, insert additional copies of this page.

"How Did You Do?" Rating Scale

Excellent
5

Very Well
4

OK
3

Not So Well
2

Very Poorly
1

Goal 1: _____

Rating: 5 4 3 2 1 (Check One Number)

Explanation:

Goal 2: _____

Rating: 5 4 3 2 1 (Check One Number)

Explanation:

Goal 3: _____

Rating: 5 4 3 2 1 (Check One Number)

Explanation:

Club & Project Information and Activity Log

This section is designed for members to record project related information. On this page you need to 1) describe what you did and what you learned at your club and/or project meetings, 2) record other club or project activities and events that you participated in during the year, 3) record activities you did during the year as a group or even at home on your own related to your project.

Date	Meeting or Other Activities with Your Club or Project	What did you learn or do?
4/10/04	Project Meeting	Learned a new technique
6/07/04	Super Saturday	Gave a demonstration & participated in 2 workshops

4-H Leadership

List any 4-H leadership experience(s) that you have had this year. *Examples:* Elected or appointed office held, committee chaired or served on, junior or teen leader, helping younger members, or any role(s) that involved development of leadership skills

Level*	Club/Project	What was your role? What Did You Do?

*Level: Local/Club (L), County (C), District (D), State (S), Regional (R), National (N).

Community Service

List all 4-H and other community service activities in which you participated as a group or individually. *Examples:* Sharing your time by visiting a retirement home or hospital, helping with a community event, serving others, donating time or items to individuals or groups in need.

Level*	Club/Project	What was your role? What Did You Do?

Photographs from Your 4-H Project (Optional)

4-H STORY

Writing Your Story

As with any story, you should tell about things you did, experienced, or learned by participating in 4-H. You can use the following statements to help you outline your story:

- Introduce yourself. Include why you joined 4-H and/or chose the project that you did.
- Tell about things you enjoyed learning or doing. (*Experience*)
- Tell about results, difficulties, or challenges you had. (*Share*)
- Explain how you would improve your or 4-H year. (*Process*)
- Tell what you learned about yourself through your 4-H participation. (*Generalize*)
- Explain how you could use the life and/or project skills you learned in other areas of your life. (*Apply*)

Length and Format Guidelines

You can type or hand write your story. If you hand write the story, use pencil or ink on lined white notebook paper. If a typewriter or computer is used to write the story, use double line spacing on plain white paper. Write on one side of the paper. Leave a wide enough margin so the story can be read if inserted into a report cover. Attach your 4-H story at the end of this record book.

- Juniors (8 to 10 - year-olds): 1 to 4 pages
- Intermediates (11 to 13 - year-olds): 1 to 6 pages
- Seniors (14 & above): 1 to 8 pages

Additional County Requirements

- A completed Leader Evaluation Form must accompany this record book.