

Record Book Instructions

The 4-H Record Book is a learning experience for each member. This is a personal record of the members work and experiences. The record book is to be completed in the members handwriting. Senior members have the option of using the computer version of the record book.

Special circumstances concerning computer use may be brought to the Leader's Council for approval.

Keep your Record Book and your Permanent Record in a notebook.

Record Books that will be submitted for Gold Medal Awards will be required to have tabs between the sections.

Add sheets for Project Financials, as well as other areas may be required.

Pg. 1.....4-H Planning Calendar

Write down all 4-H events, i.e., club meetings, fair, camp, that you may be involved with each month. Check off each event in which you participate.

Pg. 5.....4-H Year Agreement

Read and discuss with your club at a meeting. Make club goals.

Pg. 6.....4-H Commitment

List the goals you plan to achieve during the current 4-H year and how you are going to reach each goal. Refer to last years' Commitment page to make sure you increase your skill levels. Obtain required signatures.

Pg. 7.....Project Journal

Write down the date, the project you worked on, the time spent and what skill you learned or practiced. Keep track of all projects for your year end report.

Pg. 9.....Project Photos

Place photos of your project/s on this page. Make sure you place captions with each photo.

Pg. 11.....My Story and Highlights

At the end of the year write a conversational story about your 4-H year. Introduce yourself and share your experiences. Write about your projects and the skills you learned during the year.

Pg. 13.....Supplemental Information

Place photos, newspaper clippings, or letters relating to club, community, family or school activities. All items should have captions.

Add Sheets: Includes all Financial Summary Pages

Permanent Record