



Okanogan County 4-H



Record Book

For all Junior, Intermediate and Senior 4-H Members

Decorate as appropriate to your project

Name: _____ 4-H Age: _____

Years in 4-H: _____ Jr__ Int__ Sr__ Grade: _____

Club Name: _____

4-H Calendar Year: Oct 1, 20____/Sept 30, 20____

Main Project: _____

Last update – 11/15/2021

Use this record book to record all that you do in 4-H this year in your **main** project (usually the project you spend the most time on). Separate each section of the book with labeled tabbed divider pages and put in a 3-ring binder. You may type or hand-write your book. Seniors are to use pen. Indicate the year as 20__/_ to reflect the 4-H year. Do not leave blank pages. Write **NONE** if no activity.

Record Books MUST be the work of the 4-H member.

Section 1: 4-H Calendar, **Oct 1- Sept 30**

Record your clubs events and activities for the year. Include Fairs, contests, Super Saturday, county events, etc., as well as club/project activities and community service projects. Indicate if you attended with an X and a 0 if not attended. If doing more than 1 project use this calendar for all 4-H project activities.

Section 2: Main Project **Include in the following order:**

Project Commitment Page: Your goal(s)

Signed agreement between you, your project leader, and your parent. Needs to be done at the beginning of the 4-H year. Goals should be specific. Intermediate and Senior members are required to list 3 goals. Steps taken to achieve goals are to be noted in comments in project journal.

Use goals that fit the SMART goal model. Specific Measurable Achievable Relevant Time-Bound

Project Journal:

This is a log of all your activities relating to your project. Keep it up to date. List what you made, purchased, used, or did in your project. If you went shopping and purchased supplies, record the full price you paid, and also the time you spent shopping. Record the amount of time you spent doing any of the activities relating to your project. Page 8 and 9 are to face each other and you can use as many pages as needed. If you repeat a project activity daily, weekly or monthly, list that activity only once and indicate it as weekly etc. and the expense would be for the whole year. (fed cat daily, 1/2 cup dry cat food)

Additional Project Records:

You are required to keep a project journal for each project. Use appropriate project journal pages.

Note: To enter a project into fair you need to be signed up for that project in 4-H Online and include a project journal in your record book.

Project and Financial Summary:

Before your book is turned in for judging, summarize your journal and record your purchases (costs), expenses, and time you spent on your project, and your items purchased. (Points will not be deducted for incomplete financial information if judged prior to or at fair.)

My Project Highlights:

This page is for the end of the 4-H year. Look back at the Project Commitment Page. Did you learn, experience, or try what you had planned? Write about how and why you did or did not. Also, write about your problems and solutions, your successes, and what you might do differently knowing what you now know, or plans for the future applications of your insights.

Project Photos & Highlights:

Use this one page for photos, newspaper clippings, etc., related to your project work. Use a title and dated captions and one page only please.

My Public Presentation:

Fill out all sections of this page. Use one for each different presentation if you give presentations on more than one topic per year.

Section 3: Your 4-H Story

Write about yourself and your 4-H year. Write it in the form of a letter at the end of the 4-H year.

- Tell about who you are.
- Tell about your project, why you chose it, and if you would choose this project again.
- Tell about your involvement in your 4-H club and other projects you may have done.
- Your favorite 4-H event.
- The most important thing you learned this year.
- Tell how you have grown or changed through your 4-H activities.

Supplemental Pages:

Use these pages for photos, clippings, programs, letters, etc. that relate to your club and community experiences that you talk about in your 4-H Story. Use dated captions for each. Maximum of two (2) Supplemental Pages allowed. Score sheets should not be included.

Section 4: My 4-H Resume **(Permanent 4-H Record)**

Keep this record from year to year, recording your Leadership, Contests, Community Service, Fair Participation, and other activities that you were involved in that help you to learn and grow to maturity. Use as many of each page as necessary to keep track of your activities. Include all projects for the year.

4-H Planning Calendar

October	Date	Activity & Location	Attended

November	Date	Activity & Location	Attended

December	Date	Activity & Location	Attended

4-H Planning Calendar

January	Date	Activity & Location	Attended

February	Date	Activity & Location	Attended

March	Date	Activity & Location	Attended

4-H Planning Calendar

April	Date	Activity & Location	Attended

May	Date	Activity & Location	Attended

June	Date	Activity & Location	Attended

4-H Planning Calendar

July	Date	Activity & Location	Attended

August	Date	Activity & Location	Attended

September	Date	Activity & Location	Attended

Project Commitment

Project:

Years in this project:

GOAL(s): What I would like to do, try or make this year in my project

Member Signature:

Date:

I have read the goal(s) and feel they are appropriate for this member

Leader Signature:

Date:

Leader Comments (what they will do to help you reach your goal):

How my parent(s) or guardian(s) agree(s) to help: (Such as providing transportation and needed supplies.)

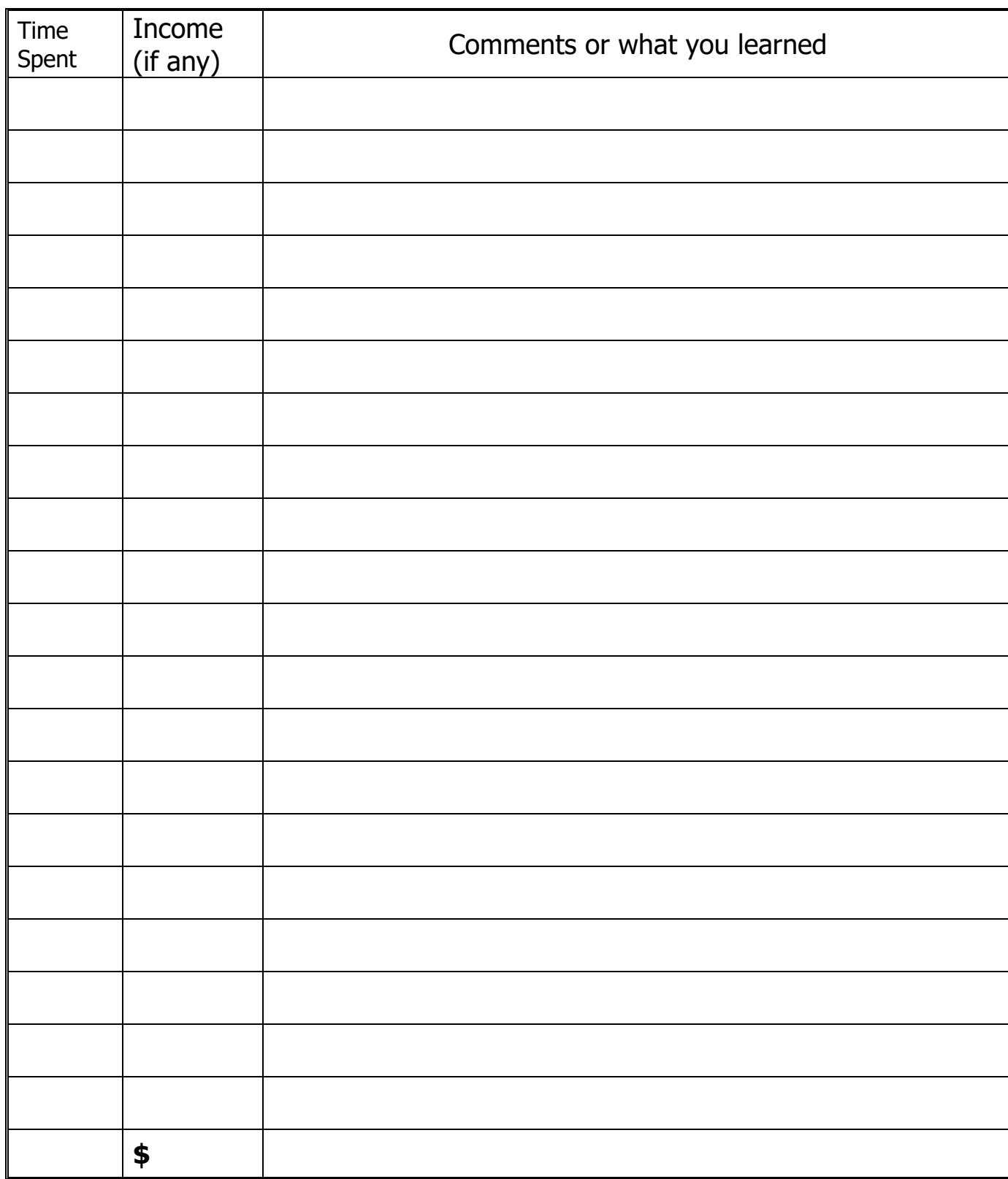
Parent Signature:

Date:

Project Journal

[illegible]

*Record the number made or accomplished, amount or supplies used, etc.



Project Financial Summary

1	Total time spent on project: (from journal)	Hrs.
2	Income from Sale of Articles, if any:	+
3	Expenses (from journal)	-
4	Net Value of Project: (subtract line 3 from line 2, even if a negative value)	\$



My Project Highlights

What I Learned or Accomplished in My Project; What New Things I Tried:

Problems I Encountered, and Solutions I Tried:

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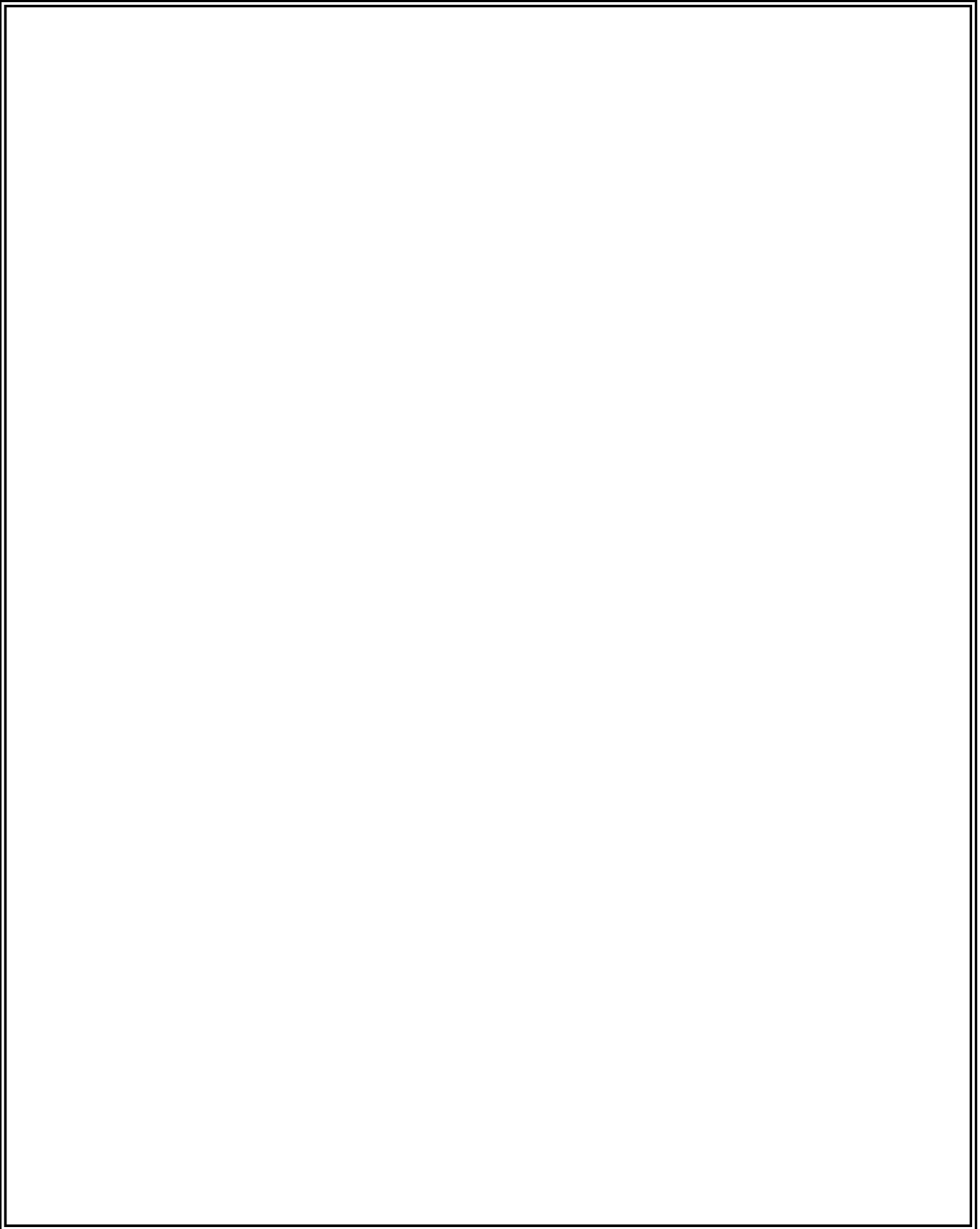
My Project Highlights

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My Successes and Things That Went Better Than Expected:

Things I May Do Differently Next Time/Plans for Future Use of My Insights:

Project Photos and Highlights



My Public Presentation

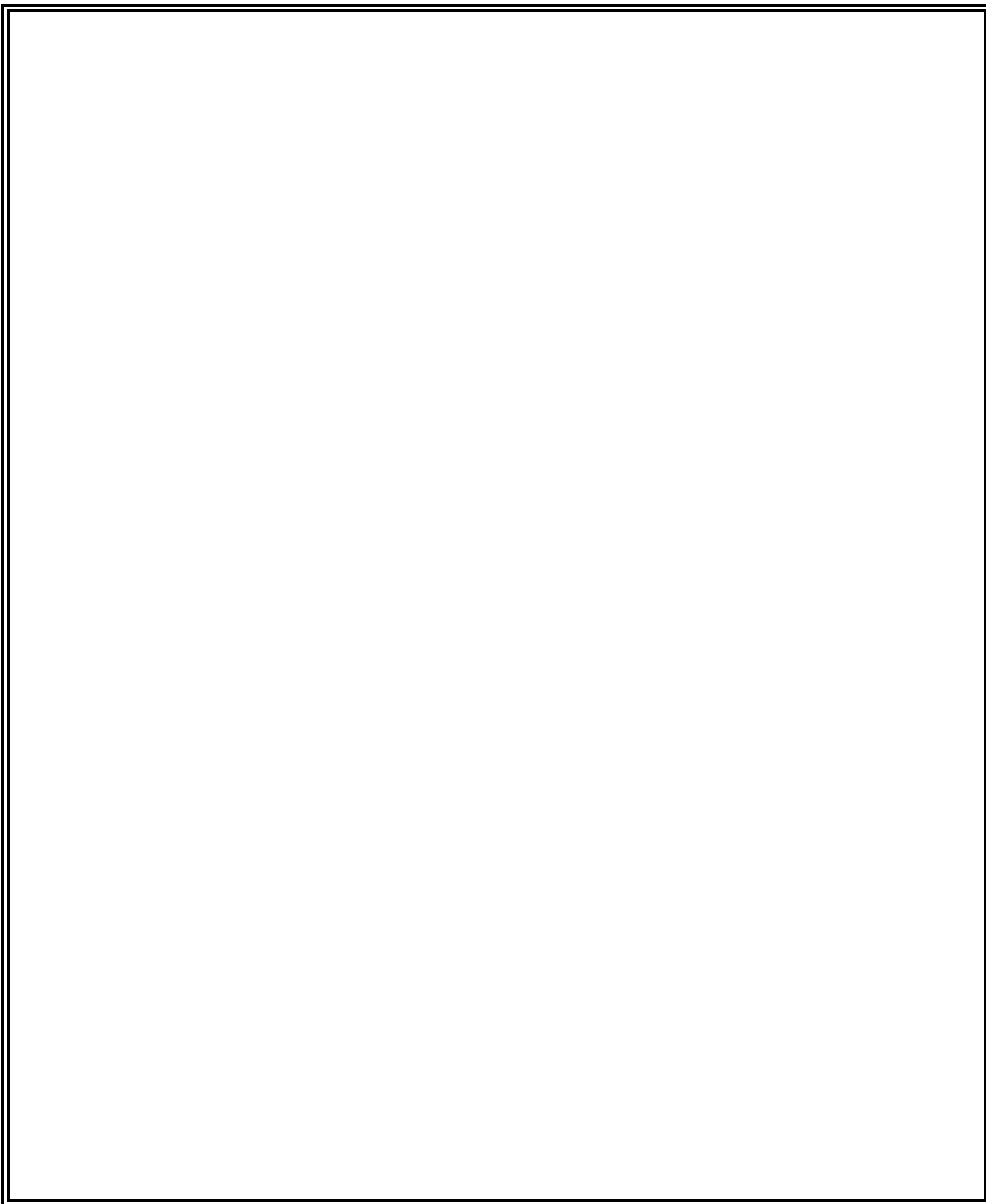
Illustrated Talk:		Demonstration:	
Title:			
Catchy Introduction:			
My Topic:			
My Main Points:			
My Sources:			
I shared my presentation at:			
Award Received		Comments	
Family:			
Club:			
County:			
County Fair:			
State Fair:			
Other:			
Ideas to improve my presentation or ideas for a future presentation:			
Date:		Idea(s)	
Date:		Idea(s)	

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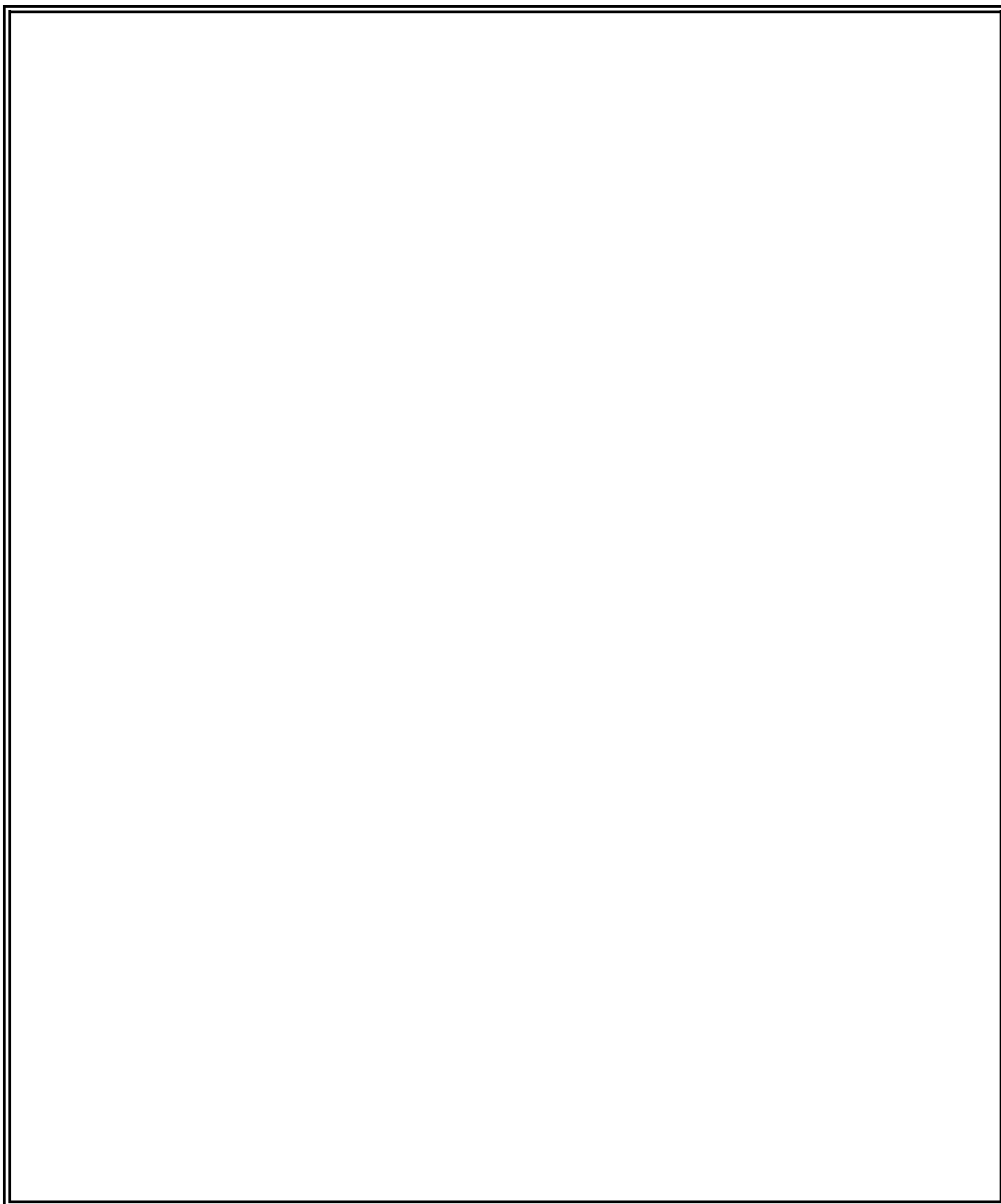
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SUPPLEMENTAL INFORMATION



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RECORD BOOK JUDGING SHEET (Okanogan County)

	Complete		Incomplete	SCORE
Cover Page	First and Last Name. Age is as of Oct. 1 of current 4-H year. All information is complete. (2 pts.)	Some information missing or inaccurate. (1 pt.)	More than 1 part missing (0 pts.)	
Calendar	Every month has entries. Those activities attended are marked with an X. Activities not attended are marked with an O. County and state events are listed. (8 pts.)	Missing some entries or X / O mark (3-7 pts.)	Missing county/state events or more than a few X/O marks (0-2 pts.)	
Project Record	Commitment page is complete with specific goal(s); leader's and parents comments specific to goal with signatures; dated at start of the 4-H year. Int. & Sr have at least 3 goals. (9-12 pts.)	Goal not specific. Leader or parent statement not specific to member's goals. (4-7 pts.)	No goals stated or missing signatures or not dated at the start of the 4-H year. (0-3 pts.)	
	Project Journal has entries for meetings, what they did between meetings, and county and state events that are project applicable, Expenses are listed. Time spent is noted. Comments are noted. Int & Sr have recorded progress connected to goals set in comments. A Project Record for each fair entry is included in Record Book. (12-16 pts.)	Missing information in one or more areas. (5-11 pts.)	Very few entries and not enough comments to determine how project was progressing. Missing money spent or time spent. (0-4 pts.)	
	Financial Summary is complete and totals match with journal and project add sheet(s). (Points will not be deducted for incomplete financial information if judged prior to or at fair.) (5 pts.)	Incomplete or totals do not match with journal and /or add sheets (1-4 pts.)	Summary is missing (0 pts.)	
	Project Highlights has all four parts complete and they reflect back to the goal(s) (12 pts.)	Highlights do not reflect back to goal(s) or is incomplete. (5-11 pts.)	Missing a majority of the information. (0-4 pts.)	
	Project photos page has captioned and dated photos that pertain to project. (5 pts.)	Missing caption or date. Photos overlap. More than one page (1-4 pts.)	Missing page (0 pts.)	
Public Presentation	Title of presentation listed and each time and where given. All sections complete. (5 pts.)	Demonstration title listed but missing information in other sections. (1-4 pts.)	No demonstration listed (0 pts.)	
4-H Story	Story is written in narrative form and addresses all six areas listed in instructions and provides the reader a picture of the member's 4-H year. (6-8 pts.)	Missing some of the areas to be covered or is not written in narrative form. (3-7 pts.)	Does not give the reader a clear picture of who the member is or how their 4-H year progressed (0-2 pts.)	
Supplement Pages	No more than two pages. Pictures are captioned and dated. Pictures are different than pictures used in Project Record. (5 pts.)	Missing either captions or dates or includes info that should go in a scrapbook (3-4 pts.)	More than 2 pages .No captions or dates (0-2 pts.)	
Permanent Record Book	Year is correctly noted in each section. If no activity, NONE is entered. Community service required to be considered for member of distinction. (12-15 pts.)	Year incorrect or pages left blank (7-11 pts.)	No entries for current year or Information entered that is not part of the record book (0-6 pts.)	

<u>Overall Appearance</u>	Spelling and grammar correct. Neatly written or typed. All parts of record book completed. Assembled according to instructions with dividers properly labeled. Record Book is obviously the youth 4-H members own work. (7pts)	Dividers not labeled. Spelling error. Sections out of order or incomplete. (3-6 pts)	Dividers missing. Multiple spelling errors. Multiple incomplete or missing section(s) (0-2 pts)	
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Judges Comments:

Scoring: 100 Total Points Possible

Your Score:

Judge:_____

Blue_____

Event:_____

Red_____

Date:_____

White_____