



Otsego County 4-H
General Project Record Book



Title Page

Name _____

4-H Age (as of Jan 1) _____ Birthdate _____ Project Year _____

Age Division Cb.(5-7) Jr. (8-10) Int. (11-13) Sr. (14-18)

Address _____

Phone Number _____

4-H Club Name _____

My 4-H Project Area _____

(Ex: Beekeeping, Maple Syrup, Food & Nutrition, Woodworking, etc.)

PASTE YOUR PICTURE HERE

I personally prepared this report and it is a true record of my 4-H project.

Exhibitor Signature _____ Date: _____

Approval of this report:

4-H Club Leader Signature _____ Date: _____

Parent/Guardian Signature: _____ Date: _____



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My Project Goals

Goals are your plans for the year. They should be specific, measurable, achievable, realistic and timely. They state what you want to learn/or do this year. Examples: By the end of the 4-H year, I will learn what products to use on my apple tree and when they should be applied.

Juniors (8-10) ONE goal; **Intermediates (11-13)** TWO goals; **Seniors (14-18)**FOUR goals.

Goal 1:

Goal 2:

Goal 3:

Goal 4:



My 4-H Project Story

This is a summary of your project experience. The goal of the 4-H Project Story is to REFLECT on your 4-H project experience this year and to identify ways in which it has affected your life.

Include the following prompts in your story.

- 1. **WHY?**Why did you choose this project?
- 2. **WHAT?/HOW?**Explain your experience with project work. What did you do? How did you do it?
- 3. **WHO?**Who helped you with your project?
- 4. **WHEN?**How long did this project take? Months? Weeks? Days?
- 5. **WHERE?**Where did you complete the majority of this project? What other places did you visit to learn about your project topic?
- 6. **LESSONS LEARNED/REFLECTIONS:**What did you learn from doing this project? Did you enjoy it? Why or why not?
- 7. **GOALS?**Did you meet your project goals? Describe the problems or challenges encountered and explain how you overcame the problem/challenge.
- 8. **FUTURE PLANS:**What future plans do you have related to this project experience?



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Project Photos

Include **3-12 photos** of 4-H exhibitor actively engaged in learning experiences with the project and participating in project work. Evidence of **BEGINNING, MIDDLE, and END of project with captions and dates are required.**



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Project Photos (continued)



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Recordkeeping

Attach charts, graphs, etc. of expenses, duties and chores, observations, and actions related to the project. Include additional records directly related to the project including dates, as needed.



4-H Knowledge and Skills

There are many things to learn in 4-H. Check each item below that you **learned** or **improved** **in** 4-H during the past year. *I learned or improved my ability to...*

HEAD (Independence)

- try something new
- set goals for myself
- plan a project
- keep myself organized
- keep track of finances
- keep records of my work
- gain knowledge of my project
- get more information about something
 - I am interested in
- use resources wisely
- participate in a business meeting
- run a business meeting
- make wise choices and decisions
- solve problems
- learn from my mistakes
- understand that it's ok to change my
 - mind if I need to
- pay attention to instructions

HEART (Belonging)

- speak confidently in front of a group
- give a public presentation
- share my feelings or point of view
- make myself understood without
 - bullying or being loud
- listen to other people
- respect someone else's feelings
- resolve differences of opinion
- appreciate my cultural heritage
- accept people different from me
- get along with other kids
- make others feel welcome
- be careful and practice safety
- appreciate the importance of good health

- stand up for others
- make new friends
- appreciate importance of friendships in life

HANDS (Generosity)

- work with others
- work within a group
- work within a committee
- work with adults
- get past differences to reach a goal
- help others succeed
- make something with my hands
- explore a career interest
- follow directions
- lead others
- find ways to make a positive
 - contribution to society
- understand the importance of
 - community service
- see that my efforts can make a
 - difference
- take the initiative to start something on
 - my own

HEALTH (Mastery)

- understand my strengths and weaknesses
- finish something I started
- be proud of my accomplishments
- accept change
- see that my character can affect a
 - situation
- take responsibility for my own words
 - and actions
- deal with winning and losing gracefully
- stay healthy
- feel good about myself



Community Service & Leadership

Juniors (8-10) & Int. (11-13): List at least **TWO** community service/Leadership activities

Seniors (14-18): List at least **FOUR** community service/Leadership activities

Community Service activities include any time you have helped others (Examples: helped leader pass out papers, worked at 4-H community event, assisted a 4-H member with his/her project, made holiday baskets for needy families, visited a nursing home, volunteered for other non-profit organizations). **At least ONE community service activity must be related to your project area.**

Date	Activity	Brief description of YOUR Service

Leadership is when you teach or lead others (Examples: Lead the pledges, teach someone how to feed an animal or sew a skirt, represent the club at 4-H County Council. teach someone about your project area). **At least ONE leadership activity must be related to your project area.**

Date	Activity	Brief description of YOUR Leadership



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EXTRA Elements (required)

Include additional materials found from books, online, research, or other materials that are directly related to your project area (diagrams, crossword puzzles, scale model drawing, etc.). These items should be educational.



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Score Sheet

Name: _____ Division: Cb.(5-7), Jr. (8-10), Int. (11-13), Sr.(14-18)

Club: _____ Project Area: _____

Page #	Section/Item	Description	Score	Points Possible
1	Title Page	Complete with photo and ALL required signatures.		5
2	Plans & Goals	List specific, clear and measurable goal(s) for this project. Jrs-ONE goal; Intermediates-TWO goals, Srs-FOUR goals		10
3-4	My 4-H Story	Describe and reflect on project experience. Explain future plans related to project. Writing prompts are included in responses.		30
5-6	Photos	3-12 photos of exhibitor actively engaged in a learning experience with project/participating in project work. Evidence of beginning, middle, and end with captions and dates are required.		10
7	Records	Charts, graphs, etc. of expenses, duties, chores, related to project, additional records directly related to the project including dates as needed.		10
8	4 Hs	Complete checklist for Head, Heart, Hands, Health.		5
9	Leadership & Community Service	List leadership activities related to the project area. List community service experiences you have been involved in this year. List citizenship experiences you have been involved in this year.		10
10+	Extra Elements Jr (2); Sr(3)	Include additional materials found from books, online, research, or other materials that are directly related to your project area (diagrams, crossword puzzles, scale model drawing, etc).		10
	Appearance & completion	Neatness--neatly written or typed, spelling, grammar, neatness, organization (in a clean binder with tabbed sections).		10
	TOTAL			100

Judges' comments:

A ribbon: 85-100

B ribbon 69-84

C ribbon 53-68

Participation ribbon <52

Evaluator's initials _____