

Record Book Judging Criteria

A 4-H Record book is a summary of the member's 4-H activities and projects. It highlights your most outstanding experiences and reflects your interest, growth, self-improvement, and service as a 4-H member over the past year. Your 4-H Record Book should be accurate, complete, and well organized. The pride and interest you take in compiling your 4-H Record Book is shown in its make-up and gives an immediate impression of the "4-H You".

Your 4-H Record Book is to contain **ONLY MATERIALS FROM THE CURRENT YEAR.** Include all important items completely and accurately. Avoid odd sized materials that will detract from the overall appearance of your book. **TABS FOR EACH PROJECT SECTION ARE REQUIRED.** **MAKE SURE YOU CAN SEE THE TABS.** You can only obtain points in your permanent record if you have the pages filled out in your record book.

This is not just a record book of your fair projects. Include all projects that you signed up for and would like points for. List what you have done throughout the year.

Handwriting or computer

- It is quite acceptable for your record book to be hand written. If you hand write, be sure to use the same writing tool throughout for consistency.
- If you type be sure to type throughout the entire book.
- Neither of these formats will be considered better than the other at the time of judging. The content of the record book showing what the member learned is what is being judged.

Support Materials

- Pictures (all pictures must have a caption)
- Newspaper clippings
- Event Flyers
- Certificates of Participation
- Scrapbook pages
- 4-H Correspondence
- **DO NOT INCLUDE** : fair ribbons

Demonstration

- You must have at least one demonstration per year. This can be given at a club meeting or a project meeting.
- Include demonstration page and pictures for support material.

CONTENTS OF BOOK

1. **BINDER**
2. **COVER PAGE**-Place on the outside cover of your binder.
3. **MEMBER COVER TITLE PAGE**
4. **REVIEW FORM**
5. **CLUB ACTIVITY RECORD**
6. **CLUB ACTIVITY STORY**
7. **CLUB WORKSHEET**
8. **CLUB EVENTS**
9. **DEMONSTRATION LOG**
10. **DEMONSTRATION SUPPORT**
11. **PROJECT WORKSHEET**
12. **PROJECT SUMMARY (for non: Rabbit, Poultry, Horse, Dairy, Livestock)**
13. **PROJECT PLANNING (for non: Rabbit, Poultry, Horse, Dairy, Livestock)**
14. **PROJECT SUPPORT (for non: Rabbit, Poultry, Horse, Dairy, Livestock)**
15. **ANIMAL RECORD PAGES (Rabbit, Poultry, Horse, Dairy, Livestock)** If you have an animal project you must fill out the required forms for that animal in addition to the required project pages and place them behind you project support material. (Horse, Dairy and Livestock) require one set of pages per animal.
 - Horse order: Project Planning, Horse/Pony record (One per animal), Horse management (one per animal), Horse activity(one per animal), Project Support
 - Livestock order: Project Planning, Livestock 1(one per animal), Livestock 2(one per animal), Livestock 3(one per animal), Project support
 - Dairy order: Project Planning, Dairy 1 (one per animal), Dairy 2(one per animal), Dairy 3(one per animal), Project Support
 - Rabbits: Project Planning, Rabbit Pages, Project support
 - Poultry: Project Planning, Poultry Pages, Project Support
16. **PERMANENT RECORD-ONE** point per project that is included in your record book up to 4 points per year. Include a list of * items after your permanent record.

Other Suggestions

- **PICTURES**- It is highly recommended that you use pictures that illustrate highlights of your projects and activities. Suggested 2 pictures per project per event. Include caption with each picture.
- **NEWS CLIPPINGS**-Use clippings for supporting evidence of projects, activities, and honors. Highlight or underscore your name in the articles.

- **4-H CORRESPONDENCE**-You may include important letters or programs in your 4-H record book if it relates to a project.
- **DO NOT INCLUDE**-fair ribbons
- **BINDER**-Use a three ring binder.
- **DIVIDERS**-Do not need to be decorated. Make sure to label each section. Make sure the dividers are **visible** from the front of the binder. Example for labeling: Club Activity Record, Club Story, Club Support, Demonstration, Project (woodworking, art, sewing, etc.) Project Support, Animal Financial page, JLO, Trips (if any), permanent record
- **PARENTS**- Please fill out the parent/guardian evaluation. **WHAT TO WRITE:** praise, constructive criticism, advice