

# Senior 4-H Division State Record book Guidelines

Mission of the State Senior 4-H Division Record Book Contest

- ✓ To identify life skills learned throughout the 4-H year.
- ✓ To learn different ways to keep records that reminded us of what we have accomplished.
- ✓ A written document of what activities we have participated in.
- ✓ A view of the whole 4-H year and all the activities.

Note: State **Senior** Record Book Contest books need to be mailed, by the local Extension office, to the Palmer Extension office no later than November 15<sup>th</sup> of the qualifying year. No exceptions will be made for late books.

Organizing your **Senior** record book for the State **Senior** Division Record Book Contest.

Because each district arranges their record books differently, please place tabs as follows, using the **Senior** 4-H Division State Record Book Contest Score Sheet as a reference.

Tab 1 Introduction (if more than one, only label first one)

Tab 2 General Activities (if more than one, only label first one)

Tab 3 My 4-H Story (please label all that apply)

Tab 4 Project

4A Project 1

4B Project 2

4C Project 3

4D Project 4

4E Project 5

Note: You are not required to label five projects. It is up to you if you would like to try for bonus points.

Please remember to label the score card with the project names you would like to have judged. Do not include ribbons, or loose sheets or materials. If you have cards or correspondence that are not flat, please copy and place on 8 ½ x 11 sheet of paper.

What gives you points on the record book?

## **Introduction**

4-H information cover page

club year, name, phone, date of birth, age, grade in school, mailing address, city, zip, club name, 4-H leader, district name

Summary of projects

All projects listed that are in your book with year in project, date started, date completed, where exhibited

Comment page

Written comment from parent and club leader

District comment page if separate

Signed by and dated by member, parent/guardian, leader

## **General activities**

4-H leadership

4-H leadership in club, date, event/office/committee, what you did, and who benefited (include numbers)

Public Presentations

4-H demonstrations, illustrated talks, speeches and talent presentations related to your 4-H projects. Include date, title of talk, project subject, where given, and number in audience.

### Citizenship/Community Service

Include 4-H promotional activities done without pay. Include date, type of service, what you did, who benefited (include numbers)

### Events Attended

4-H non-competitive events attended include date, event/location, and what you did/learned

### Organization

Organization is to be consistent throughout the book with items arranged in an orderly way. Books may be typed or hand-written in (black, or blue) ink; pick one style and stick with it throughout your book.

### My 4-H Story

Minimum one page, maximum two pages (single space). Story should include \*high/low points of 4-H experience \*what your 4-H experience, that year, meant to you \*4-H club experience \*have you changed as a result of your 4-H experience \*what life skills have you learned \* small explanation of each project (do not repeat project highlights)

### Project

#### Commitment Sheet

- \*Paragraph of what member would like to learn from project with date and signature
- \*Paragraph of how the leader will help member achieve goals with date and signature
- \*Paragraph of how the parent(s) have agreed to help member and leader achieve members goals with date and signature

#### Project Highlights

- A paragraph of what you learned including six new things during the 4-H year.
- A paragraph about unusual events, successes or problems solved.
- A paragraph about what to do differently next time you take on this project.

If you started in ink, stick with ink; judges are looking for consistency. Word usage, age appropriate presentation, neatness, showing growth through the project year will all be used to award points throughout the record book.

#### Financial Summary

All projects have value, cost and profit or loss!

- Include your beginning inventory with date, item(s), how much, how many, and the value.
- Include what you sold or received in monies (show premiums)
- Include cost of items you used including what was donated
- Include profit or loss statement
- Include time spent on project

Don't leave lines blank - always answer them! Even if you indicate that a question does not apply to your project.

#### Journal

Is judged on \*age appropriate presentation, \*materials appropriate for years in 4-H activity, \*neatness, \*organization, \*complete, uncluttered, \*shows growth, \*accurate facts, \*word usage, \*thoroughness of project

Remember if you started handwriting the record book, you should continue to handwrite the rest. Don't change ink colors and be neat and consistent.

State 4-H **Senior** Division members may label five projects that they would like to have judged. Project #1 will be worth 42 points. If you include project #2 through #5, each will need to receive 38 points or better to qualify for a bonus point. Only four bonus points per 4-H member's record book will be awarded. Note: you are not required to label five projects; it is up to you if you would like to try for bonus points.