

4-H National Record Books

How to Create an Award Winning Record Book

Cover Page

- General form containing biographical information and 4-H project summary
- 4-H year runs from September 1-August 31
- One per record book
- Name, address, age, grade, signatures, project summary, etc

Project Summary

Projects Completed

Years Enrolled

1999-2000	Exploring 4-H
2000-2008	Clothing and Textiles
2001-2008	Foods and Nutrition
2005-2008	Leadership
2006-2008	Citizenship

Here you list all of the projects you have been involved in, for each year that you have been in 4-H

Begin with your first project you took and finish with the ones you completed this year

Project Record Books

- 2 or more significant projects
 - Should be enrolled in this year
 - Must be filled out for each project area
 - 3 pages MAX!
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- Knowledge and Skills-what you have learned
 - Size and Scope
 - Leadership in Project
 - Citizenship and Community Service in Project
 - Project Activities

- **Knowledge and Skills**

2001

Proper place settings

How to make chocolate chip cookies

2002

Food Safety

Measuring Techniques

2003

Measuring Math

How to plan a nutritious meal

2004

Doubling a recipe

Prepared an entire meal

2005

How to bake bread

How to read a food label

2006

Decorating techniques

2007

Baked and decorated cakes

Importance of physical activity

2008

Good health guidelines

Skills for food comparison

- Size and Scope

Year	Expenses	Income	Hours Involved	Impact/Value
2001	<p><u>Chocolate Chip Cookies</u> Flour: \$2.00 Sugar: \$.50 2 Eggs: \$.45 Butter: \$.55 Baking Ingredients: \$1.00 Total: \$4.50</p>	<p>Delaware State Fair Premium- \$4.50</p>	3 hrs	<p>2 dozen cookies: \$4.50 Bakery purchased: \$10.00 Savings: \$5.50 20 people fed</p>

- Leadership in Project

2003

Led activity at project meeting

2004

Helped younger members with place setting

2005

Jr. Leader

2006

Assisted with meeting activities

2007

Helped planned meeting on preparing healthy snacks

2008

Led meeting on food safety

Leadership Experiences

Leadership Experiences	Project
Helped members pin and cut garments	Clothing
Helped members choose recipes, and work on table setting	Foods and Nutrition

• Citizenship and Community Service in Project

2001

Decorated place mats for nursing home

2002

Baked Christmas cookies for nursing home

2003

Volunteered at Food Bank

2004

Served a meal at a soup kitchen

2005

2006

2007

2008

Organized a food drive

- Project Activities- what you did

Year	Judging	Demo's/ Talks/ Speeches	Tours	Workshop	Exhibits	Awards
2003	<p>Ranking cookies-L</p> <p>Beginner Foods and Nutrition test- C</p>	<p><u>Demo:</u> Yum-O! How to make the best brownies ever- C, S</p> <p><u>Talks:</u> Why you should wash your hands- L</p> <p><u>Speech:</u> Say No to Germs!- L, C, S</p>	<p>Iron Hill Restaurant -L</p>	<p>Cake Decorating - C</p> <p>Designing a place setting- L</p>	<p>Sugar Cookies- S</p> <p>Brownies- S</p> <p>Melon- S</p>	<p>3rd place in state speech contest</p> <p>Champion in state demo contest</p>

Leadership Experiences

- All leadership experiences throughout your 4-H career
- 3 pages
- List by year
- Include whether Local, County, State
- Action words- conducted, organized, directed
- 3 types
 - Elected/Appointed
 - Promotional
 - Volunteer

- **Elected/Appointed Leadership**

- positions your were elected/voted into

- positions appointed to you by: leader, club president, 4-H agent, etc

E.g.

Club secretary, community service chair, AG day coordinator, beverage chair, activity leader

- **Promotional Leadership**

- Your main leadership role was the promotion of 4-H, your club, your project area, etc

E.g.

Demonstrations, poster displays, host and hostess, newspaper interviews, met with State Representatives

- **Volunteer Leadership**

- Include # impacted

E.g.

Counselor at day camp, organized
community service, judges assistant, state
fair set up

- **Volunteer Experiences Outside of 4-H**

- Half a page MAX!

E.g.

Anything outside of 4-H involving leadership;
FFA, student council, Key Club, sports
team captain, etc.

Citizenship and Community Service

- 3 pages
- Half a page outside of 4-H
- Leadership not a must
- Helping family doesn't count
- Y= performed yourself
- G=gave primary leadership
- M=member of group
- Year, Activity, Size/Scope, Involvement

- Year, Activity, Size/Scope, Involvement

2002	Landscaping for Nursing Home	Beautified grounds for nursing home housing 50 residents and 35 staff	M
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Pictures

- Don't forget to add pictures!
- 5 pages total
- Photography projects may include extra 5 pages
 - Now that we know about all of your 4-H experiences show us some pictures
 - Choose pictures that show you in action
 - Highlight the events and activities you just told us about
 - Achievement banquet, demonstrations, state fair, etc

Memorable 4-H Experience

- YOUR 4-H Story
- 2 pages or less- should be AT LEAST one page
- Positive or negative
- Interesting!

Important Dates

- **May 1, 2008-** Record Book Due to NCC Office
- All Signatures must be included!!!
- **May 14, 2008-** Awards interview, 3:00-8:00pm
- **July 1, 2008-** Final revisions completed
- **November 28- December 2, 2008-** National 4-H Congress Atlanta Georgia