Tipton County

4-H Record Booklet

Project Manual

Why are we doing this?

We want you to keep good 4-H records so that the year you become 15 years of age, you will have the information that you need to do an Achievement Record Book for State competition. This allows you to be in State Honor Group, win a trip to National 4-H Congress and possibly win a 4-H Scholarship for college.

Instructions

The following pages are the forms you fill out for your project. Each section begins with directions for completion of each form. If additional sheets are needed for any of the forms, please stop by the 4-H office.

Tipton County 4-H Record Booklet

This record is a summary of all the things you have done while in 4-H. Read all instructions at the beginning of each section carefully. One line or column is provided for each year. This record can be used in evaluating your progress and planning for future work. It will also be the basis for award selection.

Name_____

Birth Date_____
month day year

Address_____

Phone Number_____

4-H Club or Group_____

Year I Joined 4-H_____

1. Participation in the local 4-H Club or group. (Begin with your first year in 4-H)
    a. Write down the year on which you are reporting.
    b. Write down how many meetings your club held.
    c. Write down how many meetings you attended.
    d. Write down any offices you held.
    e. Write down any committees you worked on and put a CH after it if you were the chairperson.
    f. Total the two columns in lead pencil so that you can add to it next year.

Participation in the local 4-H Club or group

YEAR	# OF MEETINGS HELD AFTER JOINING	# OF MEETINGS ATTENDED AFTER JOINING	CLUB OR GROUP OFFICES HELD	COMMITTEES WORKED ON (INDICATE COMMITTEE CHARIED WITH "CH")
Example 2008	10	8	Recreation Leader	CH – recreation, food drive car wash
Example Total	10	8		
TOTAL				

2. 4-h Projects – Enrollment and Exhibits

Begin with your first year in 4-H and list your projects by year. Use one horizontal row for each year in 4-H and one vertical column for each project (each year you will complete a new row for the new year, but use the same column for a single project). List the project name at the top of the appropriate column. Indicate the project unit, total size of your project, what you exhibited, and all other work done including articles, animals, recipes, etc. Total the project column in pencil. List county exhibit ratings in column C, and State Fair exhibit ratings in column S. Each form has enough space for three projects, so stop by the 4-H Office for additional copies of this form if needed.

Example form:

YEAR	**PROJECT FOODS**	**C**	**S**	**PROJECT ELECTRIC**	**C**	**S**	**PROJECT SWINE**	**C**	**S**
2006	8 Cookies 8 Frozen Cookies	B CH	 B	1 circuit board 3 safety checks	B		2 Barrows 1 Gilt	**B** **R** **R**	
2007	8 Banana Nut Muffins	B		1 Shaker Flashlight	B*				
Total	8 baked cookies 8 frozen cookies 8 muffin	2 B 1 CH	1 B	1 circuit board 1 shaker light 3 safety checks	1 B 1 B*		2 barrows 1 gilt	**2 B** **1 R**	

4-H Projects – Enrollment and Exhibits

YEAR	PROJECT	C	S	PROJECT	C	S	PROJECT	C	S
TOTAL									

Have you totaled each column in pencil????????????

4-H Projects – Enrollment and Exhibits

YEAR	PROJECT	C	S	PROJECT	C	S	PROJECT	C	S
TOTAL									

Have you totaled each column in pencil????????????

4-H Projects – Enrollment and Exhibits

YEAR	PROJECT	C	S	PROJECT	C	S	PROJECT	C	S
TOTAL									

Have you totaled each column in pencil????????????

4-H Projects – Enrollment and Exhibits

YEAR	PROJECT	C	S	PROJECT	C	S	PROJECT	C	S
TOTAL									

Have you totaled each column in pencil????????????

3. Participation In 4-H Programs

For each year in 4-H, complete one of the following forms and report on your involvement in 4-H programs. Extra work in programs not listed may be added in the spaces at the bottom of the form or may be recorded in a written summary. These summaries can be in narrative or outline form. If you prepare a written summary, place an asterisk (*) in a blank space at the bottom of the form and note your summary. Then attach the summary to the back of this sheet. You may also write a summary for a listed event if you like. Be short and to-the-point in your summary.

Demonstration/Public Speaking presentation at:
_____Club meeting
_____Area Contest
_____Indiana State Fair
Gave an Action Demonstration:
_____Club meeting
_____County Fair
_____Indiana State Fair
Participated in Area Judging Event:
_____Soils judging
_____Livestock judging
_____Crops, forestry and entomology judging
_____Horse and Pony judging
4-H Project workshops attended (list):
_____Workshop for_____
_____Workshop for_____
_____Workshop for_____
_____Workshop for_____
_____Workshop for_____
_____Workshop for_____
Other events:
_____Participated in an out-of-county 4-H livestock show
_____Participated in showmanship competition at the fair
_____Participated in the Tipton County 4-H Queen Contest
_____Participated in the County Fashion Revue, Junior Division
_____Participated in the County Fashion Revue, Senior Division
_____Participated in the State Fair Fashion Revue
_____Participated in 4-H Bicycle Rodeo
_____Participated in 4-H Tractor Driving Contest
_____Attended County Achievement Night
_____Participated in Share-the-Fun
_____Attended 4-H Camp
_____Served as 4-H Camp Counselor
_____Served as Mini 4-H Camp Counselor
_____Served as a project Junior Assistant
_____Spoke to a non-4-H group or organization about 4-H
_____Attended Round-Up
_____Attended Indiana 4-H Congress
_____Participated in a community service project –what project?_____
_____Attended the Aerospace Science Workshop
_____Attended the Animal Science Workshop
_____Participated in State 4-H Band
_____Participated in State 4-H Chorus
_____Attended Citizenship Washington Focus Trip
_____Attended State 4-H Electric Workshop
_____Attended the Environmental Conservation Workshop
_____Attended the Food Science and Nutrition Workshop
_____Served as Ag/Hort Building worker at the State Fair
_____Served as 4-H Building monitor at county fair
_____Served as Exhibit Hall worker at the State Fair
_____Attended State Fair Youth Leadership Conference
_____Attended Junior Leader Conference
_____Attended Mechanical Science Workshop
_____Attended Plant Science Workshop
_____Worked in Junior Leader Booth at the fair
_____Attended fair set-up (4-H Building or barns)
_____Attended fair clean-up
_____Assisted with 4-H project check-in at the county fair
_____Assisted with 4-H project judging at the county fair
_____Other_____
_____Other_____
_____Other_____
_____Other_____

4. 4-H Leadership Experience in Your Club

a. Write year of work in the first column

b. Write what you did and put the number involved in parentheses (0). Be specific, do not say “Share-the-Fun (10)” because we do not know what you did. Say “Directed Share-the-Fun (10)” because then we know what your leadership position was; you directed.

4-H Leadership Experiences In your Club

Year	List your specific responsibilities and in () indicate the # of members assisted.

5. Leadership in County, Area, and State Programs
   a. Write year of work in the first space
   b. Write in any offices held at the County, Area or State level. Indicate next to each office the level (County - C, Area - A, State - S).
   c. Write in any committees worked on at a County, Area or State Level. Put a (CH) if you were chairperson. Indicate next to each committee the level (County - C, Area - A, State - S).
   d. List other leadership responsibilities. Example: Took pictures at Area judging Contest for publicity use.

Leadership in County, Area, or State Programs

Year	Offices	Committees (indicate chairperson (CH)	Additional leadership responsibilities (be specific)

6. Community Activities
   a. Write year of work in the first column.
   b. Write names of groups you are a member of in the second column.
   c. Write offices held or committees chaired in the groups from column two in the third column.
   d. In column four, write other participation not related to the groups in column two. Include what you did in groups or organizations to which you belong, other than offices and committees chaired - for example, school band, church choir, basketball team, Sunday school teacher, school choir, yearbook staff, student council, cheerleader, etc.
   e. Write in column five any honors or recognition received in any capacity outside of 4-H.

Year	Membership in groups and organizations	Offices held and committees chaired	Other participation	Honors and recognitions

7. Appearances in Support of 4-H
   a. Write in year of work.
   b. Write in topic and name of group it was presented to. Check the appropriate box if it was a radio or T.V. presentation.

Appearances in Support of 4-H

Year	Topic	Group	Radio	T.V.
Example 1998	"What 4-H Means to Me"	Kiwanis		

8. Honors and Recognition received in 4-H
   a. Write in year of honors.
   b. List all honors and recognitions from your 4-H work and indicate whether Local (L), County (C), or State (S). Be sure to list any medals, certificates, bonds, jackets, trophies, gifts, grand champions, etc. received.

Honors and Recognition Received in 4-H

Year	Honor or Recognition

9. Approval
    a. Write in appropriate year
    b. Obtain signatures

Approval

We have reviewed this record and feel it is accurate:

Year	Member	Parent or Guardian	Leader	Extension Educator