4-H Record Book Completion Checklist /Criteria

Record Book - #91950

Cover Page: Completed, including signatures

Page 3: **Project Goal(s)** must be completed, including at least 3 "To Do's" for each goal.

{At least 1 goal for juniors; 2 goals for intermediates; 3 goals for seniors}

Page 4: **Presentation** page should be completed. Amount of content should correlate with age and experience of member.

Page 5: **Project Information and Activity Log s**hould include all project meetings, project related activities, and information about exhibit.

Page 7: **Expense Record** should include all project and exhibit related expenses for the current 4-H year. Should start from the day enrolled in the project.

Page 8: **Income Record** should include all project and exhibit related incomes for the current 4-H year. Should start from the day enrolled in the project.

Page 9: **How Did You Do?** Member's self-evaluation of their goals. Should restate the goal; rate how well they reached it and an explanation of the rating.

Page 11: **Photographs** are optional; not necessary. For "Excellent" or "Good" judging score, photos are required. (See portfolio guidelines)

Page 12: **4-H Story** should be a Total 4-H Experience Story. This means it includes your total experience for the 4-H year (all projects, clinics, activities, events, camps etc.) May be 1 to 8 pages long. May follow the suggested story outline or be original. Should provide the reader with insight as to how the project year went. Should be age appropriate.

Additional Pages: Member may attach up to 8 additional pages to their record book. These pages must be directly related to the project. All pages must be attached without any loose items. Required inserts do not count against the 8 page limit. CCS Books and Checklists may be attached if they were done within the scope of the project.