4-H Record Book Checklist

Have you included the following in your 4-H Record Book?

**Introduction of Member**

 € Year € Number of years in 4-H

 € Photo of 4-H Member € Grade in school as of January 1, current year

 € Name € Number of meeting held by 4-H club this year

 € 4-H Club € Number of meetings attended (\_\_\_\_\_ = \_\_\_\_\_%)

 € Age as of January 1, current year

**My 4-H Activities**

€ List of your 4-H activities this year\* *(Use the 4-H Year in Review form or create your own)*

€ Tell your story... Select one or more of your favorite 4-H activities.

 Tell about the activity using illustrations, photos (include a couple of

 descriptive sentences) or write a paragraph or a story about the activity.

 € Optional: Newspaper clippings, agendas, programs, etc.

**My 4-H Projects**

 € 4-H Project Goals*\* (Use the 4-H Project Goals from or create your own)*

 List all of your projects and include a minimum of one goal per project.

 € Tell your story... For each of your projects, use photos with short descriptions, or write a

 narrative report. What did you do in your 4-H projects? Were you able to accomplish

 your goals? Did anything unexpected happen? What did you learn?

 € 4-H Project Feedback\* – Have a 4-H leader, parent or peer complete a Project Feedback

 form for a minimum of one project.

 € Financial Records\* - Required for 6th grade and up.

 Non-animal project members - Complete one financial record. You select which project.

 Animal project members - Complete a record on one animal. If you also have non-animal

 projects, you will do two financial records—One animal record and one non-animal record.

 € Optional: Ribbons, receipts, programs, newspaper clippings, etc.

**Demonstrations and Public Speaking**

 € Include 4-H demonstrations and all public speaking activities (radio interviews, presentations

 at 4-H meetings or project meetings, telling a group about 4-H, presenting an award or making

 an announcement at a 4-H club meeting). Include a few sentences about your speaking

 activity-who, what, when and where. Photos and/or video are encouraged.

**My 4-H Timeline\***

 € This is a permanent record of all your 4-H experiences. It should be updated each year to

 include your 4-H projects, community service activities, leadership experiences and MORE!

*\*4-H record forms are available at the Extension office and at* [*www.richland.uwex.edu*](http://www.richland.uwex.edu)

If you choose to ‘Design Your Own Pages’ or ‘Create a Digital 4-H Record’, you will NOT need to

fill out the 4-H record forms, but you need to include the information from these forms

on the pages you create. *See examples at www.richland.uwex.edu.*