

# 4-H Record Book Checklist



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

## Introduction of Member

- Year
- Photo of 4-H Member
- Name
- 4-H Club
- Age as of January 1, current year
- Number of years in 4-H
- Grade in school as of January 1, current year
- Number of meeting held by 4-H club this year
- Number of meetings attended (\_\_\_\_\_ = \_\_\_\_\_%)

## 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](http://www.richland.uwex.edu).