



4-H Project Reports



A 4-H Project Report should be submitted for each project completed in 4-H (e.g. swine project, rabbit project, robotics project, etc.). One 4-H project report may contain multiple 4-H project areas/record books.

A 4-H Project Report has 3 sections

A complete 4-H Project Report includes each of the following sections:

Section 1. Project Plans and Goals

- In this section members state goals, and parents and leaders agree on how they will help the member. The signatures (member, leader and parent) should be dated at the beginning of the project.

Section 2. - Project Highlights

- Major Activities: In this section list the things you did during your 4-H project. These could include your Fair activities, like weigh-in's, educational days, shows, sales, etc. It might also include trips to buy supplies for projects, visits to local businesses or 4-H workshops. Don't forget to include County Events or other community service activities you did with your 4-H club *related to your project*.
- Other Questions: These are different depending on your age group. They may sound like they are asking the same thing over and over... But answer each one thoughtfully. **Scores are based heavily on how you answer, not just if you filled in the space!** Remember, citizenship is community service *related to your project* (speaking to a group or organization about your work in 4-H is a good example of a citizenship activity to use here).

Section 3 - Project Attachments

- Photographs: Should represent your activities throughout the 4-H year, e.g. County Events, Club meetings, Community service activities, etc,) are to be included. Captions should be detailed, educational and include what you learned or how this activity connects to your 4-H project.

- Project Story: We will look for stories that match the skill level and age of the member. A one paragraph story from a Senior 4-H'er is not going to cut it! Your project story should include all the activities you participated in during the entire 4-H year.
- THE RECORD BOOK— There are three major types:
 - First, the County Fair has record books for the youth livestock shows. These include the market animals of swine, steer, and pen of meat (rabbit and poultry). Also included are the youth shows of heifer, poultry, rabbit, horse and sheep. There are no record books for the "open" shows. The record book must be from a project shown as a 4-H member.
 - The second kind of record book are the activity books which can be picked up at the 4-H Office. These books usually have color pictures or pages and seven to nine exciting activities to complete through the year. The rules to complete the book as a 4-H project for the year are listed in the front of the activity book. To complete the entire book it usually takes two to three years.
 - The third major type of record book is the FL 4-H Horse Project Book. These are black and white with a running horse on the cover. These books can also be picked up at the 4-H Office. In these you will have kept record of your animals health and expenses.

Score Sheet Comments:

As judges we are looking for detailed answers to the questions in the report. There should be big difference between what is written in a Junior, Intermediate, and Senior report. Here are some examples of things you could say in your report. (Please don't copy these "word for word").

Section 1: Project plans and Goals

Goals should be specific, measurable, and time specific.

Member Examples:

- This year I will plant my garden in November and harvest tomatoes in March.
- I will learn how to estimate back fat thickness in my swine this year.
- I will practice for County Events and earn a blue ribbon.

Leader Examples:

- I will help this member learn to properly groom the animal for the fair.

Parent Examples:

- I will loan my child the money to purchase fabric for their sewing project.



Section 2: Project Highlights, it is very important that you give a lot of thought about what this project has meant to you and what you accomplished as a result of doing it.

Project activities: (should relate to the goals in section #1)

- I visited the Hobby Lobby craft store to buy supplies for my community service project.
- I participated in a coastal cleanup with my club.

Project leadership. This should relate directly to your project as well as something you did with your club.

- I taught my friend how to properly groom his animal for the fair.
- I am the current club President.

Project citizenship & community service

- I visited an assisted living facility to share my talent for playing the violin.
- I helped our club shop for families to sponsor over the holidays.

Presentations & Exhibits:

- I did a presentation about knot tying for my club.
- I demonstrated how to make chocolate chip cookies at County Events.

Section 3: Project Attachments

Photographs that represent your entire project. Examples: Pictures of you helping others, or learning/practicing a new skill.

The photo captions should be very descriptive ("Proper grooming is important to making my animal look its best" & NOT "here I am shaving my animal").

Project story that tells about what you did through out the 4-H year. (Sept 1st –May).

Record Book - see previous page for descriptions.