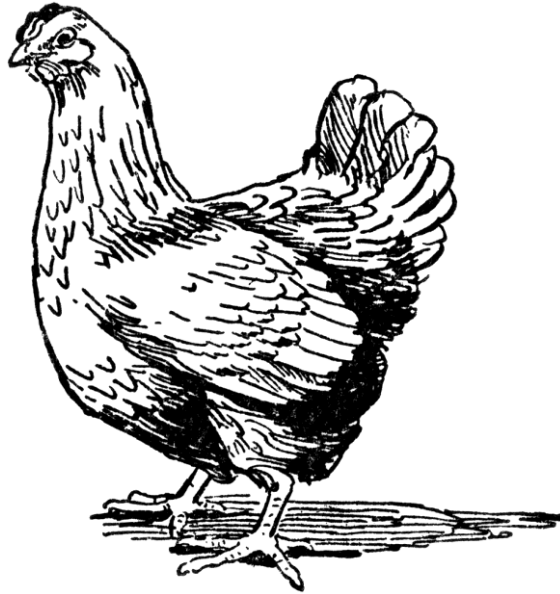




Poultry Record Book

Indian River County 4-H

2023 - 2024



I am a (circle one): Junior (8 – 10) Intermediate (11 – 13) Senior (14 – 18)

Member Name: _____

Name of 4-H Club: _____

Name(s) of 4-H Leaders: _____

Ethics Certification #: _____

****Project completed and finalized at the Fair** Yes _____ No _____

If No, why: _____

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PHILOSOPHY AND GOALS OF THE INDIAN RIVER COUNTY 4-H PROGRAM

“The purpose of the program is to provide young people an opportunity to participate in a series of activities designed to improve citizenship, sportsmanship, character, competitive spirit, discipline, responsibility, and project knowledge, while creating an atmosphere of learning and awareness of life around us.”

If you take the time to study this statement, the goals and implications are life changing. We do not anticipate a child would progress at the same rate in all these objectives. However, it is expected given the proper motivation and guidance by leaders, parents and the 4-H agent, there would be improvements in all areas. Simply having a 4-H'er recognize they could improve is a significant accomplishment.

Most 4-H'ers participating in a livestock project will already have an interest in the animal. It is the 4-H club leader's responsibility to utilize this interest to accomplish these objectives. You will notice the first objective is not knowledge of the livestock animal. Though knowledge of the animal is an important part of the 4-H program, it should be understood that the animal is only a tool to be used to further the education and development of the child. There are more than 360 projects in 4-H, and all have the common goals of making better citizens of youth, increasing their knowledge in a subject area, and inspiring them to explore all areas of interest.

It also should be noted exhibiting at the County Fair is not the major objective of this program. Anyone who believes otherwise is in error, and, in doing so, sets themselves and others up for failure and disappointment. This is not to minimize the importance of Fair shows in helping us achieve our goals, but it must be understood that our first and most important objective is the education and development of the child.

REQUIREMENTS FOR 4-H'ERS to Show at the County FAIR

Club Requirements:

- Complete your 4-H Project Book
- Complete your 4-H Demonstration in your club
- Complete at least one community service project
- Attend at least two-thirds of club meetings
- Help with any fund-raising events with the Club / County Council
- Any additional requirements set forth by the club leader
(ex. Participate in County Events)

Additional Fair Show & Auction Participation Requirements:

- Attend Mandatory Exhibitor's Meeting
- Maintain active Ethics Certification Status
- Animal must attend first and final weigh-ins (if applicable)
- Attend Mandatory Vet and Report Card Check
- Must write buyer letters to potential buyers (if applicable)
- Attend Mandatory Fair Set-Up Day and Tear-Down Day
- Attend Mandatory Meeting First Day of Fair
- Must write Thank You Notes to your animal's buyer (if applicable)
- Must write Thank You Notes to sponsors of any awards you win
- Must be present at meat delivery and pick up location to greet your buyers (if applicable)

**** Please check Indian River County Youth Livestock and Horticulture Inc. <https://ircylh.com/> to keep up to date and for additional Fair Show & Auction Participation Requirements / Rules for Showing ****



Indian River County 4-H

Completing your Project Book

Objective

The purpose of the 4-H Project Book is to teach youth how to keep accurate records for their animal project, to keep a written record of their involvement in their 4-H club as well as how it has helped them grow as a 4-H'er.

A Completed 4-H Record Book Includes:

- ✘ Cover Page with picture
- ✘ Skills Learned checklist
- ✘ 4-H/Project Narrative
- ✘ 4-H County Report Form
- ✘ Project Pictures
- ✘ Youth Animal Project Agreement
- ✘ Project Record Book
- ✘ Completion Certificate
- ✘ 3 Copies of Buyer Letter (*Make sure to address each letter to a different recipient, if applicable*)

Before you Begin

- ⊕ Junior Record Books may be written in either ink or pencil, but not both. Intermediate and Senior Level 4-H'ers should use either blue or black ink consistently throughout the book. **NO COMPUTER-GENERATED record books will be permitted.**
- ⊕ Record book covers are to be furnished by the 4-H'er. They may be solid or have a clear plastic cover. Use report folders with brads to keep pages intact. **DO NOT USE 3-ring binders; they take up too much room when being judged.** Other than that, you can get as fancy as you want, but please know that **you will be judged only on the content and neatness of your book.** Any extra fancy material is just for your own satisfaction.
- ⊕ Any record book(s) not up to date by the Fair will result in forfeiting the right to show and sell your project animal or horticulture project at the IRCYLH Fair Show and Auction; and any record books not in neat and orderly condition will be returned to the exhibitor and not judged. Youth who do not complete and submit a complete record book by the deadline set by the 4-H Agent will be considered Not in Good Standing.



Indian River County 4-H

Completing your Project Book

Cover Page

Please fill out all information on the provided cover page. Be sure to *affix a picture of yourself and/or project*.

Skills Learned

A checklist of the life skills you have learned by working with your project and attending club activities. This checklist will also help you prepare your 4-H Project Story and 4-H Report Form.

4-H/Project Narrative (Meld your project narrative with your 4-H narrative)

Tell your 4-H / project narrative through your own words. Your 4-H Story is your chance to tell in your own words about your involvement in your 4-H club. It should not only be an account of your club's activities, but also your specific involvement in those activities. For instance, if your club held a car wash fund-raiser, be sure to list that activity, but also the Judge will want to know if you helped buy supplies, collect money, secure the location, held signs, soaked the 4-H Leader or parents, etc. (how did you assist in helping?) If you held any club offices and describe any duties you had to fulfill for that position. If you traveled to any out-of-county events and what you did at them. If you went to any summer camps or anything fun! Talk about your demonstration, any awards won, and your end-of-the-year trip your club went on. Be sure to include what you have learned – about life, yourself and others. Meld your project story with your 4-H story. Your project story section should cover why you selected that particular animal and where you purchased your animal. You should also describe daily care, feed and exercise regimen. It should also list any problems, if any, you had with your project. For example, if there is a drop-in weight for a certain month and a list of medicine bought during that same time, you should explain why the animal was sick and what you did to get the animal well. Finally, be sure to talk about what you have learned from your project animal. Remember to keep it in a story format.

4-H County Report Form

Please complete the included 4-H Report Form. Take some time to think back over the year's 4-H activities and put some thought into your answers. Be as specific and thorough as possible. **ALL** sections must be answered in a complete sentence(s); even if the answer is no. For example: ***Were you a club officer this year? If yes, what position did you hold? Answer: No, I was not an officer for my club this year.*** Make sure to include pictures of you participating in some of your club's activities.

Project Pictures

The Project Picture section should show the growth of your project from start to finish (if possible) or show the daily, weekly, monthly, or yearly care of your animal. There should be at least 4 pictures, but no more than 8. Pictures must contain a date and a Smart caption (do not forget a picture is 1000 words, teach someone what you are doing or what they are seeing in the picture and explain its importance), and they should be in chronological order.

Animal Project Agreement

This form is to be completed, signed and dated at the BEGINNING or START of the project by the 4-H'er, parent/guardian, and the Club Leader.

Project Record Book

This record book should not contain any physical receipts, unless otherwise specified, but recorded entries of all expenses incurred during the project (if you bought anything for your project this is where you would put it). The project book itself is self-explanatory, but please follow the instructions. If you have any questions, ask your 4-H Leader for their help.

Completion Certificate

The statements on this page should be read, signed and dated by the 4-H'er and the Club Leader. All sections, expect for the sections that relate directly to the fair.

Record Book Judging

Remember, your record book needs to meet the minimum requirements, per the rubric, and **once a record book committee designee has approved your book, you will be invited to check-in your project. Your Leaders may ask to collect record books prior to this date and will notify you by what time and date they will be collecting the updated record books for the club.**

Record books will be returned, upon completion of the Fair, for you to take home and finish accordingly. Finished record books are to be turned into the Extension Office **by Club Leaders only** no later than the designated due date by 4:30 P.M. No exceptions will be tolerated! **Again, your Leaders may ask to collect record books prior to this date and will notify you by what time and date they will be collecting the finished record books for the club.**

Remember that all judges' decisions are final; the score sheet is a guide for the judges' use.



Indian River County 4-H

HELPFUL TIPS FOR WHAT SHOULD BE COMPLETED FOR THE FAIR

These items need to be completed **(time to be determined by the record book committee)** in order to turn in the record book:

- ⊕ Cover Page with picture of yourself &/or your project
- ⊕ Skills Learned (*up to beginning of Fair*)
- ⊕ 4-H/Project Narrative (*up to beginning of Fair*)
- ⊕ 4-H County Report Form
- ⊕ Project Pictures (*minimum of 4 - may add more after Fair*)
- ⊕ Youth Animal Project Agreement
- ⊕ Copy of Buyers Letter (*if applicable*)
- ⊕ Project Record Book
 - ⊕ Project Equipment Inventory
 - ⊕ Project Animal Expense
 - ⊕ Non-Feed Expenses
 - ⊕ Feed Expenses
 - ⊕ Other Income
 - ⊕ Add-ons
 - ⊕ Weight Records
 - ⊕ Health Record
 - ⊕ Project Summary
 - ⊕ Completion Certificate (*if applicable before the fair*)
 - ⊕ Drug Statement

Remember

Any Junior Level Record Books may be written in either ink or pencil – not both.
Any Intermediate or Senior Level Record Books should use either blue or black ink consistently throughout the book.

No sections should be left blank, put “0, N/A or None,” if that section is not applicable.

NO COMPUTER-GENERATED RECORD BOOKS WILL BE PERMITTED!!

If you have any questions, please ask your 4-H Club Leader for answers and help!

Cover Page

2023 – 2024 4-H Project Book

Photo of Exhibitor and Project

Member Name _____

Street Address _____

City, State, Zip _____

Name of 4-H Club _____

Name(s) of 4-H Leaders _____

Number of years in 4-H _____

Birth Date _____ Phone _____

I am a(n): Junior (8 – 10) Intermediate (11 – 13) Senior (14 – 18)

(Circle one) as of 9/1/2023

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4-H Life Skills Checklist

Check each of the following skills that you have learned or that you have improved on during the life of the project. Don't forget to reference these skills in your narrative and/or County Report Form.

✓	HEAD	✓	HANDS
	Learning to Learn		Community Service
	Decision Making		Leadership
	Problem Solving		Responsible Citizenship
	Critical Thinking		Contributions to Group Effort
	Service Learning		Marketable Skills
	Goal Setting		Teamwork
	Planning/Organizing		Self-Motivation
	Wise Use of Resources		
	Keeping Records		
	Resiliency		
✓	HEART	✓	HEALTH
	Communication		Self-Esteem
	Cooperation		Self-Responsibility
	Social Skills		Character
	Conflict Resolution		Managing Feelings
	Accepting Differences		Self-Discipline
	Concern for Others		Healthy Lifestyle Choices
	Empathy		Stress Management
	Sharing		Disease Prevention
	Nurturing Relationships		Personal Safety



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PROJECT NARRATIVE

Your story should make a point, have interesting facts and experiences that give the judge an understanding of what you did and learned with this project. **Your project story will be developed from your Skills Learned checklist.** 4-H members should talk about club activities, their demonstration, community service project(s), etc. When writing, use examples and build strong images by using descriptive words. Be sure to use transition words to connect your ideas. (Examples: first, second, another, also, however, for instance, finally, for example, in conclusion, etc.) Grammar, spelling, and neatness will be taken into consideration by the judges.

Lined writing area consisting of 25 horizontal lines.

2023 - 2024 4-H County Report Form

Name: _____

Years in 4-H: _____

Address: _____

Club Name: _____

What are your goals this year? What do you want to accomplish with your project?

Did you accomplish these goals? If so, please explain: _____

What did you learn new this year? List five (5) new things about your project you did not know before this year.

Were you a club officer this year? If yes, what position did you hold?

If you have been an officer before, list the offices you've held as well.

What 4-H activities other than club meetings have you participated in this year? (*Example: clinics, field trips, judging teams, 4-H Council, state and regional 4-H events*)

What was the title of the demonstration you gave for your club this year?

Did you participate in County Events? If so, what category did you participate in, and what was your demonstration/speech about?

List any awards or recognition you have received in 4-H in the past year.

What have you done to help your club's 4-H Leader or other 4-H members?

Describe how you helped with your club's community service project.

What 4-H Projects have you completed before this year?

2022-2023 _____

2021-2022 _____

2020-2021 _____

2019-2020 _____

2018-2019 _____

2017-2018 _____

2016-2017 _____

2015-2016 _____

2014-2015 _____

2013-2014 _____

2012-2013 _____

2011-2012 _____



PROJECT PICTURES

Your pictures should show your project from start to finish.

You may also include pictures of 4-H club activities.

There should be at least four (4) pictures but no more than eight (8).

Each picture needs to have a date, caption, and be in chronological order.

*Photos must be referenced in your project story

PROJECT PICTURES (cont'd)

PROJECT PICTURES (cont'd)

Youth Animal Project Agreement
(To be completed at the beginning of the project)

The Exhibitor is responsible for caring for the animal, which will include feeding, deworming, providing fresh clean water, providing suitable housing, washing and showing. The Exhibitor will use this project as an educational tool to learn skills needed in the livestock industry. The project will also help the Exhibitor to accept success and failure as a learning experience.
The Exhibitor will keep accurate records on the animal.

I accept and understand these responsibilities.

Exhibitor's Signature

Date

The parents are responsible for providing financial help if needed, along with assistance and encouragement while the Exhibitor is raising the animal.

We accept and understand these responsibilities.

Parent(s)/Legal Guardian Signature

Date

The 4-H Leader is responsible for visiting with the Exhibitor and the animal to give assistance when needed.

I accept and understand these responsibilities.

4-H Leader Signature

Date

4-H Record Book

Introduction

This Project Record Book has been created specifically for 4-H members enrolled in a Poultry 4-H project. Keeping a record book is an important part of the project. It will help you set goals for the project year, record your accomplishments, and provide a place to keep important records on your Poultry.

What is a 4-H project?

A project is a subject or topic that you learn about in 4-H. In this case, your project is Poultry. You learn about your project by attending club meetings and educational workshops and working with adult leaders and other 4-H members. You can also learn from field trips and by participating in shows and competitions.

Why complete a record book?

A record book is not meant to be a chore. Instead, it is a way for you to learn about your project, as well as other valuable skills such as setting goals, collecting information, evaluating information, tracking costs and expenses, organization, and others.

Completing your 4-H Poultry Project Record Book.

At the beginning of the 4-H year you should select one or several of your animals to be your 4-H project animal(s) for the year. Then begin recording all of the relevant information on your animal in your record book on a monthly basis. It is important to keep your record book up to date, so that completing it does not become an inconvenience at the end of the year.

Take a glance through the record book so that you can see how it is organized. As you can see, there are pages that pertain only to health, and there are pages that pertain to show records and/or financial summaries. You only need to complete the pages relevant to your project animal. But you should complete **all** of the relevant information for the year.



This is my _____ year doing a 4-H Poultry Project.

Project Goals (at start of project)

State at least three (3) goals at the beginning of your 4-H project year. Tell the things you want to learn from your 4-H Poultry Project. Please discuss these goals with your parents and your 4-H leader. (Ex. Learn how to do poultry showmanship, participate in an APA poultry show, etc.)

1. _____
2. _____
3. _____

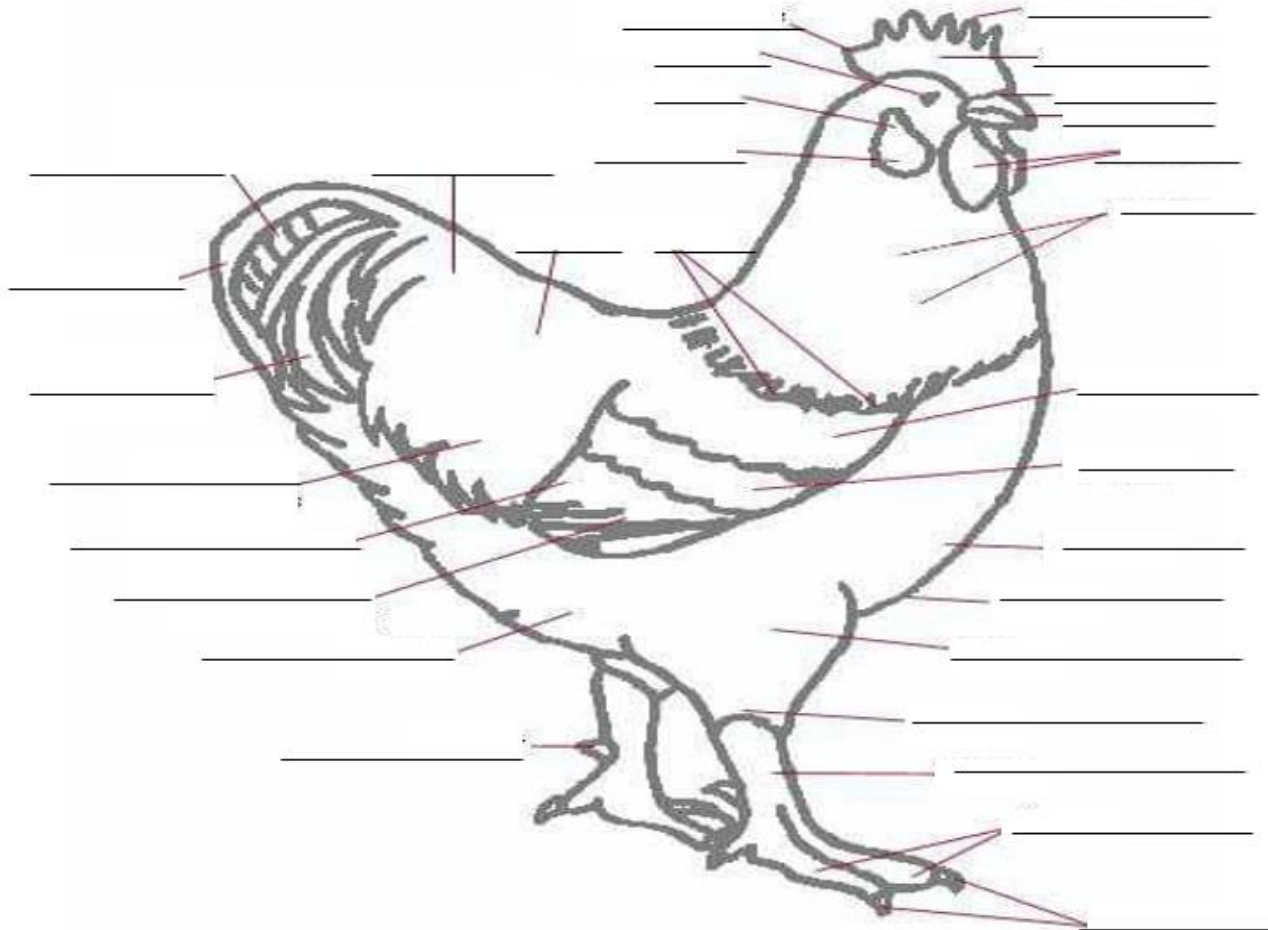
Summary of Accomplishments (when record book is due)

What goals have you accomplished? If you have not accomplished one or more of your goals, please explain. What have you learned? Describe your experiences this year. (Attach an additional page if needed.)

Anatomy of a Hen

Complete the diagram below by using the body parts in the table. Make sure to use each word in the table one time only.

fluff	cape	thigh	wing bow	keel	points of comb
main tail feathers	saddle	greater sickles	primaries or flight feathers	ear opening	wing bay (secondaries)
saddle feathers	blade	lesser sickles	back	toenails	shank
spur	ear lobe	eye	single comb	wing bar	hackle
toes	hock	breast	wattles	nostril	beak



Different Styles of Combs

Label the different style of combs using the words in the table.

Single	Rose	Buttercup	Pea
Cushion	Walnut	V-Shaped	Strawberry



I. Inventory

Beginning Inventory

Stock and Equipment	Number or Amount	Total Value
Hens		
Pullets		
Males for Breeding		
Birds for Meat (broilers)		
Chicks under 8 weeks old		
Total (Stock)		A. _____
Houses		
Feeders		
Waters		
Miscellaneous		
Total (Equipment)		C. _____

Closing Inventory

Stock and Equipment	Number or Amount	Total Value
Hens		
Pullets		
Males for Breeding		
Birds for Meat (broilers)		
Chicks under 8 weeks old		
Total (Stock)		B. _____
Houses		
Feeders		
Waters		
Miscellaneous		
Total (Equipment)		D. _____

II. Day-Old Chicks Started

Date	Breed	Number Started	Number Raised
	TOTAL		

What type of brooder did you use? _____

What types of feed did you use? _____

Did you buy straight run or pullet chicks? _____

III. Poultry Show Record

List all shows.

Name of Show	Date	Entry Fees	Placing	Premium Amounts	
		Total Entry Fees (E)	\$	Total Premiums Won (F)	\$

IV. Expenses

Enter here a record of all expenses (health/veterinary expenses recorded on health record) for poultry. Record the date, the material and quantity as well as the cost.

Date	Material	Quantity	Cost

TOTAL (G) _____

V. Receipts

Enter here a record of all cash receipts from poultry. Record the date, products and quantity sold. Also enter all eggs and poultry, manure, etc., used on the farm at their current market value.

Date	Product	Quantity	Value

TOTAL (H) _____

VI. Daily Egg Record

Use additional page if showing breed stock and production. At the top of the page, please check if egg record is for production or breed stock.

Date	Jan.	Feb.	Mar.	Apr.
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
Total # of Eggs				
Avg. # of Birds				
**Avg. # of Eggs Per Bird				

VII. Questionnaire

(Fill in to complete record book)

1. Check the following that apply to your project –

Were your chickens bothered by: (Check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Coccidiosis | <input type="checkbox"/> Lice |
| <input type="checkbox"/> Fowl Pox | <input type="checkbox"/> Fleas |
| <input type="checkbox"/> Newcastle | <input type="checkbox"/> Mites |
| <input type="checkbox"/> Bronchitis | <input type="checkbox"/> Ticks |
| <input type="checkbox"/> Leucosis | <input type="checkbox"/> Worms |
| <input type="checkbox"/> Pullet Disease | <input type="checkbox"/> Others |
| <input type="checkbox"/> Colds | <input type="checkbox"/> None of the above |

Veterinary and Health Expenses Record

Date	Animal	Type of Expense (Medicine, testing, vet, etc.)	Cost

(VII.A) Health Expenses Total \$ _____

2. Did you market your eggs wholesale or retail?

3. Did you market meat and/or broilers wholesale or retail?

4. What percent of your project was done by yourself? _____

5. Do you plan on having a poultry project next year? _____

6. If so, how many birds do you plan on having? _____

7. Did you keep accurate records daily? _____

8. Do you think your poultry project was: _____ Fair
_____ Good
_____ Excellent

Financial Statement

Expenses

Line 1.	Value of stock on hand at the beginning	(I.A)	_____
Line 2.	Value of equipment on hand at the beginning	(I.C)	_____
Line 3.	Cost of feed, equipment, medicines, etc.	(IV.G)	_____
Line 4.	Cost of show entry fees	(III.E)	_____
Line 5.	Cost of Health Expenses	(VII.A)	_____

Line 6. **TOTAL EXPENSES (Add lines 1 – 5)** **\$ _____**

Receipts

Line 7.	Value of stock on hand at close	(I.B)	_____
Line 8.	Value of equipment on hand at close	(I.D)	_____
Line 9.	Receipts of poultry, eggs, manure sold or used	(V.H)	_____

Line 10. **TOTAL RECEIPTS (Add lines 6 – 8)** **\$ _____**

Income

Line 11. Total Premiums won (III.F) **\$ _____**

Line 12. **TOTAL RECEIPTS (Line 10)** _____

Line 13. **TOTAL EXPENSES (Line 6)** **- _____**

Line 14. **Subtract Total Expenses from Total Receipts** **=** **\$ _____**
(line 12 minus line 13)

Line 15. NET PROFIT OR LOSS (Add Line 11 to the figure from Line 14) **\$ _____**

Buyer's Letters

- Insert 3 buyer's letters addressed to 3 different recipients after the last page of the record book
- Letters must be handwritten but can be photocopies
- Accommodations can be made if typed entries are needed

DRUG STATEMENT

This is to acknowledge that I have been advised that the presence of any drug, antibiotics or biological residue in my animal at the time of slaughter will result in the condemnation of the carcass and forfeiture of all auction proceeds and premiums.

I hereby certify that any drug, antibiotics or biological residue which may have been administered by myself, or any other person, was done so in strict compliance with the manufacturers label requirements.

Signature of Exhibitor

Signature of Parent or Guardian

Completion Certificate

I hereby certify that as the Exhibitor of this project, I have personally kept records on this project and have personally completed this record book.

Exhibitor's Signature

Date

This Exhibitor is an active member of the _____ 4-H Club.

This Exhibitor is a member in good standing and has met the requirements needed for this project.

4-H Leader/Advisor Signature

Date

