

## Record Book Instructions 2023-2024 St. Johns County 4-H



Your record book fulfills several purposes: it keeps a record of your 4-H work, and it serves as a lifelong memory of what you did in 4-H. Record Books are due **June 3, 2024**.

For a document to qualify as a record book for judging and Clover Award purposes it must include the following:

- My 4-H Project Report**-Choose your correct age level and fill it out completely.
- Project Book/Educational Materials**-A 4-H project book is preferred.
- Photos with captions**- Up to 3 pages of photos relating to the project with informative captions.
- Additional Materials that pertain to your 4-H Project**- Additional photos, news clippings, articles, contest/show score sheets, ribbons, event programs, certificates, and anything else relating to project or club activities you want to include.
- Project Report Score Sheet**
  - All sections must be completed by the 4-H member. It is preferred that the information is handwritten, however, typed submissions are acceptable.
  - Fill in **all** the blanks. If it does not apply, you can put: “n/a” (not applicable), however, before putting “n/a”, be sure to talk to your 4-H leader or agent to discuss some ideas for a possible response.
  - A *My 4-H Project Report Score Sheet* should be attached to the cover or placed in the sleeve of your binder for each Record Book you submit. The score sheet provides the judging criteria and is available from the 4-H Office or online.
  - It is okay to use a pencil, pen, or marker. Pay attention to spelling, grammar, and sentence structure. Neatness counts! Age level and 4-H experience will be taken into consideration.
  - Be creative! You can mount pictures, draw pictures, use colored construction paper, different kinds of binders, etc....make it fun, something that represents you.
  - Remember that accomplishments are not just awards won. Setting goals and fulfilling them and learning life skills should always be your focus. Use the Targeting Life Skills Model at the end of the packet to select the life skill(s) you want to make a goal for.
  - You can choose to have your Record Book reviewed on a non-competitive basis.
  - Secretary and Treasurer Records count as a *project* book. To be considered *record* books, they must include a *My 4-H Project Report form* and photos.
  - Multiple record books from each member need to be from different project areas.
  - Signatures are required. Get your parent, leader, and 4-H agent’s signatures before **June 3, 2024**.



## *My Cloverbud 4-H Project Summary (Ages 5–7)*

My name is: \_\_\_\_\_

I am \_\_\_\_\_ years old and I am in the \_\_\_\_\_ grade.

My address is

Street: \_\_\_\_\_

City or Town: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

I belong to the \_\_\_\_\_ 4-H club.

### Directions

1. Complete your Cloverbud 4-H Project Report and submit it at the end of the 4-H year in a folder.
2. Put all of your project records, books, activity sheets, and other items from the project in the folder, too.
3. Your book will be reviewed and you will receive recognition for your participation.

Written by the Florida 4-H Awards and Recognition Task Force, Geralyn Sachs, 4-H regional specialized agent, and Laura Cash, 4-H Extension agent, UF/IFAS Extension Volusia County, chairs; UF/IFAS Extension 4-H Youth Development Program, Gainesville, FL 32611.

An Equal Opportunity Institution. 4-H is the nation's largest youth development organization. Over 230,000 members in the State of Florida help to make up the community of more than 6.5 million young people across America. 4-H is a non-formal, practical educational program for youth. Florida 4-H is the youth development program of Florida Cooperative Extension, a part of the University of Florida/IFAS.

**I chose to work on these projects this year:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Why did you choose these projects?**

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**Answer the questions by putting checks in the boxes.**

<b>Did you learn how to say the American Pledge?</b>	<b>Yes</b>	<input type="checkbox"/>	<b>No</b>	<input type="checkbox"/>
<b>Did you learn how to say the 4-H Pledge?</b>	<b>Yes</b>	<input type="checkbox"/>	<b>No</b>	<input type="checkbox"/>
<b>Did you thank your club leader(s)?</b>	<b>Yes</b>	<input type="checkbox"/>	<b>No</b>	<input type="checkbox"/>
<b>Did you participate in community service?</b> <b>If so, what did you do?</b> _____	<b>Yes</b>	<input type="checkbox"/>	<b>No</b>	<input type="checkbox"/>
<b>Did you do a 4-H demonstration for your club and/or county? If so, what was it about?</b> _____	<b>Yes</b>	<input type="checkbox"/>	<b>No</b>	<input type="checkbox"/>
<b>Did you exhibit something you made?</b> <b>If so, what was it?</b> _____	<b>Yes</b>	<input type="checkbox"/>	<b>No</b>	<input type="checkbox"/>

## My Cloverbud 4-H Project Story

Some of my favorite project activities this year were

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This year I learned to

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Next year I want to learn about

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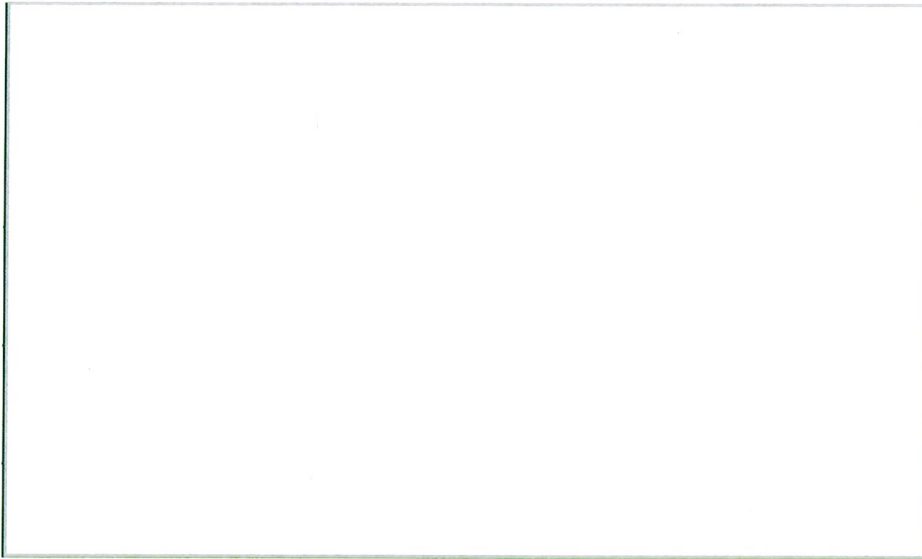
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## My Cloverbud 4-H Project Pictures

You may draw pictures of your project(s) activities or paste photos of them.



Date: \_\_\_\_\_

What is happening in your picture?

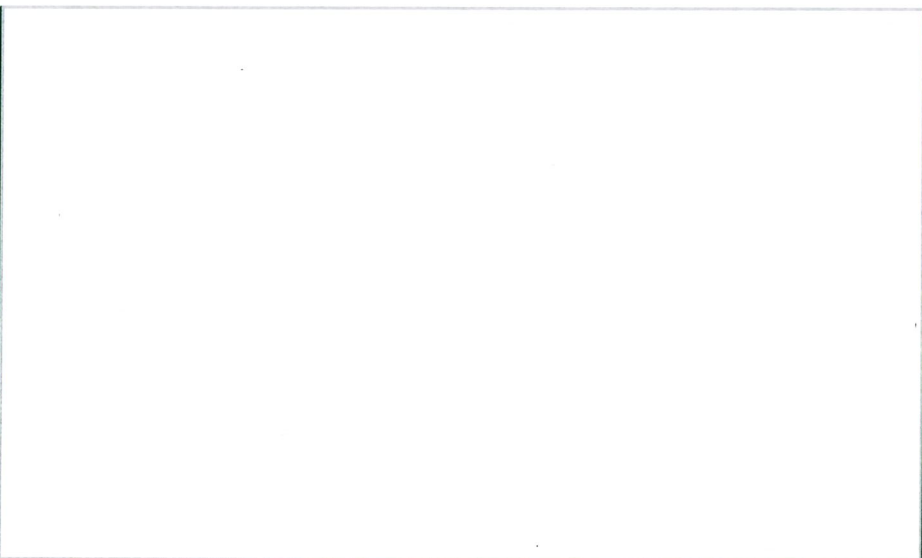
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Date: \_\_\_\_\_

What is happening in your picture?

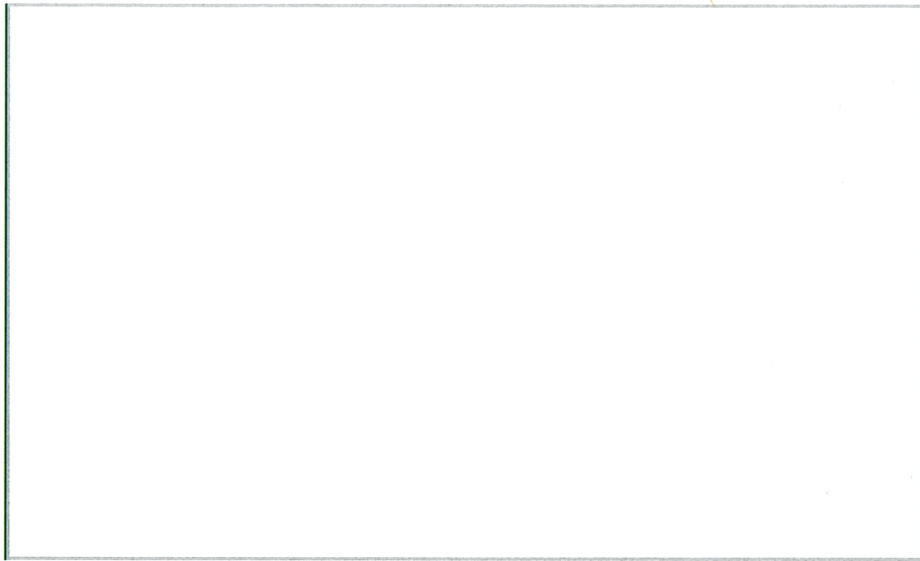
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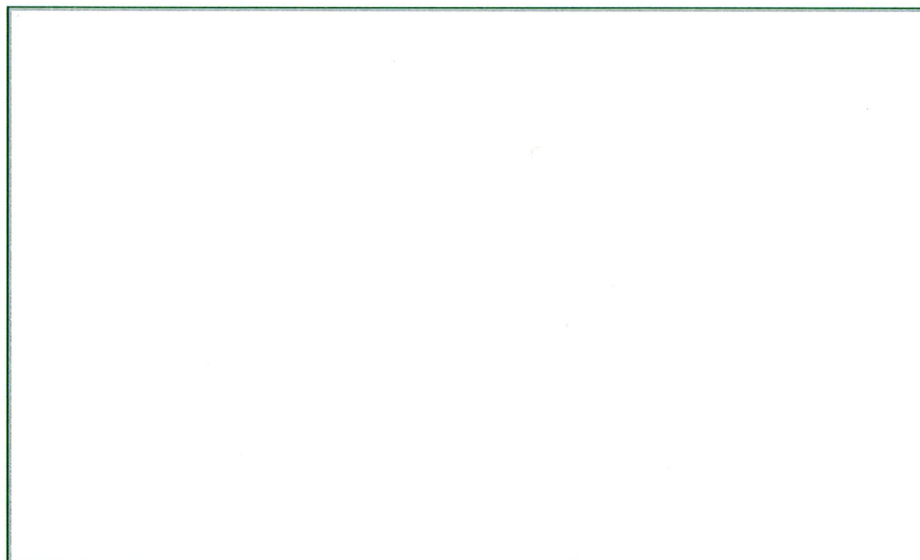
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Date: \_\_\_\_\_ What is happening in your picture?

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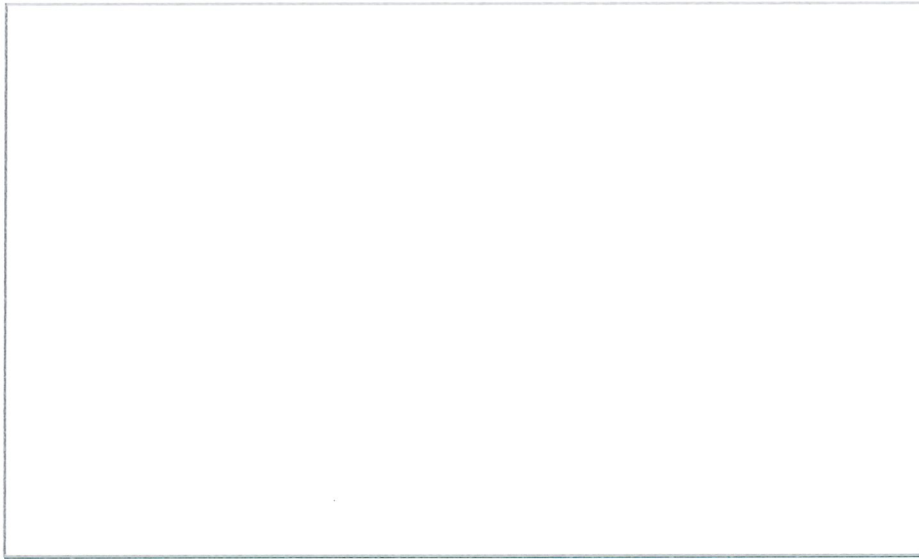
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Date: \_\_\_\_\_ What is happening in your picture?

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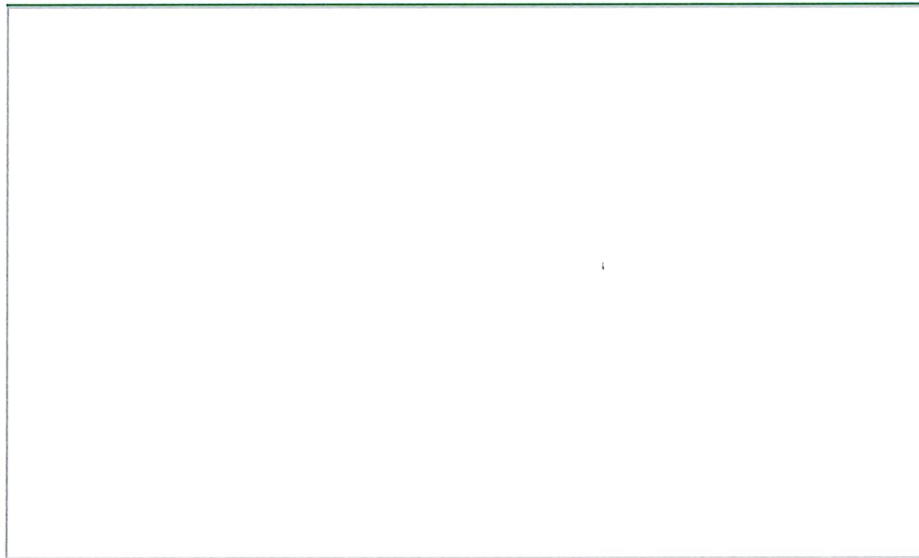


Date: \_\_\_\_\_

**What is happening in your picture?**

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Date: \_\_\_\_\_

**What is happening in your picture?**

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## My Cloverbud 4-H Project Report Checklist (Ages 5-7)

Name: \_\_\_\_\_

Club: \_\_\_\_\_

Project Area(s): \_\_\_\_\_

Section Completed (✓)	Sections	Remarks
<b>PROJECT PARTICIPATION AND ACTIVITIES</b>		
<input type="checkbox"/>	<b>Project Participation:</b> Was at least one project chosen?	
<input type="checkbox"/>	<b>Activities:</b> Did the youth participate in various activities and events such as exhibits, community service, and public speaking?	
<b>PROJECT REFLECTION</b>		
<input type="checkbox"/>	<b>Learning Experiences:</b> Did the youth list favorite project activities while completing the project?	
<input type="checkbox"/>	<b>Knowledge Gained:</b> Did the youth exhibit what was learned in the project area?	
<input type="checkbox"/>	<b>Future Plans:</b> Did the youth indicate what he/she wants to learn about in the future?	
<b>PROJECT ATTACHMENTS</b>		
<input type="checkbox"/>	<b>Project Illustrations or Photographs:</b> Did the youth document the project using illustrations and/or photographs with captions?	
<input type="checkbox"/>	<b>Project Records:</b> Did the youth include a completed project/record book, activity sheets, or other educational materials completed during the learning experience?	

Evaluator: \_\_\_\_\_







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Issued in furtherance of Cooperative Extension work, Acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture, Cathann A. Kress, director, Cooperative Extension Service, Iowa State University of Science and Technology, Ames, Iowa.