

Reporter / Historian

• General Duties

- Report activities of your club to the County 4-H Newsletter, Extension Agent, and/or Club Manager
- Work with the secretary in reporting monthly club meeting Information to county Extension office
- Write news articles about club activities and members
- Take pictures and/or collect member photos illustrating club activities



• Structuring Your Story

- Who - Who is it about?
- What - What happened?
- Where - Where did it happen?
- When - When did it happen?
- Why - Why is it important? Why does it matter?
- How - How did it happen? Provide details on how the event occurred.

Tips for Writing Articles:

- Keep reports factual (Don't make up stories!)
- Give accurate information
- Report who, what, when, where, why and how
- Check spelling
- Write in the third person
- Keep it short and sweet- refrain from utilizing abstruse vocabulary to generate an elevated impression of your cerebral capabilities.
- Don't make your sentences longer than 20 words
- Keep your paragraphs short- about 3 sentences

Which of these is written in third person?

- a. He saw the pig sleeping. He didn't dare wake it up!
- b. I saw the pig sleeping. I didn't dare wake it up!
- c. You saw the pig sleeping. You didn't dare wake it up!

What to write on?

- Community Service
- Leadership and Citizenship activities
- Contests

Ideas for Successful Reporting

- Create poster boards
- Create scrapbooks
- Create an end-of-the-year slide show
- Maintain a club photo-sharing website
- Send news articles about your club to local newspapers
- Interview 4-Hers about 4-H

