

2016-17 District 2 4-H Record Book Participant Guide



In 2012 there were major changes made to record books at the state level. To better promote the consistency of record books at the County and District Levels, our District has chosen to have Juniors and Intermediates complete the same report as required for Seniors. For District, only record books in the required format will be accepted for judging. All record books should use the Senior Report form WORD/PDF versions found on the State 4-H Website at http://texas4-h.tamu.edu/youth_recordbooks or the District 2 4-H Website.

2016-2017 - No Changes from State

2015-2016 changes from State (Please note major changes from last year):

- Clarification on reporting learning experiences. Activities that occur in non-4-H settings such as other community or youth organizations or in a self-directed project maybe reported in Section I as learning experiences. However, all competitive events outside of 4-H are to be reported as non-4-H. For example, a youth may participate in a showmanship clinic sponsored by a cattle breed association. The learning that takes place and the practice of showing transcends to their 4-H project and thus may be reported as such. However, if that same 4-H'er competes in a showmanship competition sponsored by the breed association, that would be reported as a non-4-H event.
- 4-H members winning first place in a recordbook category at State may enter that same category again.
- Livestock Judging may be reported as a 4-H project. Other judging contest activities will continue to be reported within the 4-H project it supports (i.e. horse project - horse judging, horse quiz bowl; Livestock judging involved multiple species, therefore can be reported as a stand-alone project.)
- Category changes: Agriculture Sciences has been added; Dairy, Housing & Home Environment and Safety have been eliminated.

JUNIOR, INTERMEDIATE, AND SENIOR REPORT FORM GUIDELINES

1. Eligibility and Age Criteria

- To participate in the District 2 Record book judging, a participant must place first at his or her county level and/or be certified by his or her county Extension agent.
- Only one entry per age level and category per county may advance to the district level.

AGE REQUIREMENTS - Age is based on 2016-2017 4-H year age requirements effective as of 09/01/16.

- **Junior** – 3rd - 5th grade (minimum age 8 in addition to being in the 3rd grade)
- **Intermediate** – 6th - 8th grade
- **Senior** – 9th - 12th grade (maximum age 18 as of August 31, unless considered special education)

2. Record Book Categories (29)

- Information about the categories can be found at the State 4-H Website or in the 4-H Clover.

Agricultural Sciences	Natural Resources
Beef	Personal Development
Citizenship & Civic Education	Photography
Clothing & Textiles	Plant & Soil Science
Communication & Expressive Arts	Poultry
Companion Animal	Public Speaking
Consumer Education	Rabbit
Entomology	Recreation
Family Life	Science, Engineering & Technology
Food & Nutrition	Sheep
Gardening & Horticulture	Shooting Sports
Goat	Swine
Health	Veterinary Science
Horse	Wildlife & Fisheries
Leadership	

3. What's in a 4-H Record book?

A. Personal Information Page 2016-2017

B. 4-H Story and Photo Portfolio

C. District 2/Senior Report Form

D. Previous Years 4-H Report Form

- Information is still required to be submitted in a 4-H Record Book binder or a folder with a three-hole metal fastener.

Below is a highlight of things to remember when putting together your record book, however this is not a complete guide. Contact your county AgriLife Extension office for more information.

A. Personal Information Page 2016-2017

This is the first page of your record book.

B. My 4-H Story and Photo Portfolio - The 4-H Story and Photo Portfolio can be no more than 10 pages for all participants. It is suggested that the story focus on the current 4-H year, however it may also include information from prior years. Captions are not required, but may be helpful in explaining photo activities. The story must be at least three pages of double-spaced type and use a minimum of a 10-point font size for the text. The margins for the story and photo portfolio should be 1 1/2" on the left and 1" on the top, bottom and right. The story should also include a minimum equivalent of three pages of photos. The story and photos may be combined.

The 4-H Story and Photo Portfolio should be titled as follows: "My 4-H _____ (Recordbook Category) Story and Photo Portfolio". Example: "My 4-H Horse Story and Photo Portfolio". The member may add a subtitle to the story and photo portfolio. The story should include such information as:

- Information about yourself, your family and your community
- When and why you joined 4-H

- Project Goals
- Things about your involvement in the recordbook category you are entering and the most important things that you have learned in 4-H
- Highlights of other 4-H projects and activities
- How 4-H has helped you become a better leader and citizen and what you have learned through your community service and leadership activities
- How being a 4-H member has helped you set goals (tell what the goals are) and develop new interests, and if 4-H has influenced your future plans or career goals

C. Senior Report Form - current year information only, focusing on up to four projects. The record book category that you are entered in should always be listed as the first project.

Section I- 4-H Project Experiences (3 page maximum - up to four projects - current year only) - Section I should address the following questions: What is your project? How did it change or grow? What have you done? What have you learned? This is a combination of the “4-H Project Summary” and the “4-H Learning Experiences” from last year. Charts may still be utilized in this section. Identify each experience with a code level for participation, however previously the following codes were utilized: “L” for local and /or club, “C” for county, “D” for district, “S” for state, “N” for national and “I” for international.

Section II- 4-H Leadership Experiences (2 page maximum - current year only) - Leadership is teaching or leading others. This is now in a chart format. The following information is requested in the chart: activity date, leadership activity, leadership role - noted as either appointed, elected or volunteer from pull down menu, level of experience (club, county, district, etc.), responsibilities/duties/accomplishments, number of people reached/taught/served, and the number of hours involved in the activity. The 4-H member should be able to demonstrate leadership in three different areas: promotion, volunteer and elected/appointed.

Section III- Community Service (2 page maximum - current year only) - Community Service is helping those less fortunate or in need. This is now also in a chart format. The following information is requested in the chart: activity date, your role - noted as either Y- yourself, M - member or P - primary (leadership oriented task) from pull down menu, service activity, importance/impact, and the number of hours involved in the activity. Information for the codes is listed as follows: “Y”- Yourself- this was a community service project that you did all by yourself with no help from other 4-H members or club; “P”- Provided Primary Leadership- you were the organizer, you made all the arrangements, and recruited other 4-H members to help you; “M”- Member of a Group- when another 4-H member called asking for help, you were there as a worker and helper.

Section IV- Other 4-H Projects (1 page maximum - current year only) - Provide a brief summary of information of any other projects that you were involved in, including the number of years you were involved as well as highlights of these projects. If you were only involved in four projects throughout your career, be sure to only list three projects in Section I and list the fourth project in this section to avoid losing any points when your record book is being judged. List any 4-H project(s) not listed in Section I and summarize participation.

Section V- 4-H Recognition and Awards (1 page maximum - current year only) - This is also listed in a chart format. You are asked to provide the following information: activity date, level of award (club, county, district, etc.), award, and importance to you.

Section VI- Non 4-H Activities (1 page maximum - current year only) - List leadership, community service, awards and recognition from other activities such as school, church, and other community organizations.

Section VII - College/Career Exploration (1 page maximum - current year only) - This information is also included in a chart format. List 4-H and non 4-H activities that have helped you learn more about careers or the necessary education to enter this career. Examples of these activities include: interviews, tours, job shadowing, research, mentoring, work experience, skill development, course work, etc. Month and year is all that is needed.

D. Previous Years Report Form - Participants should include a copy of their 4-H Report Form from previous years, up to 3 years, in their Record Book for judging purposes to show growth; for year(s) that a 4-H Recordbook was completed.

4. Check Sheets - Agent should check off the checksheet, prior to sending the Recordbook to District for Judging, to ensure everything is correct.

5. Resources for Recordbooks - Please refer to 4hreports.com or the State 4-H Website at: http://texas4-h.tamu.edu/youth_recordbooks. For District 4-H Report Forms and information, please refer to the District 4-H Website: d24-h.tamu.edu.

6. Scorecards - the State score card will be utilized for Seniors; the District 2 Scorecard will be utilized for Junior and Intermediate record books. The District 2 Junior/Intermediate Scorecard has been revised.

7. Registration on 4-H Connect

Each Record Book participant will be required to register on-line through 4-H Connect (<http://texas4-h.tamu.edu/4hconnect.htm>) and pay the registration fee of \$10.00. This fee is transferable but is non-refundable. **Online registration for the District 2 4-H Record Book judging is due on 4-H Connect by July 3, 2017.** Entry materials will not be processed without the entry fee. Instructions for entering contests through 4-H Connect are available at your county AgriLife Extension office. Please communicate with your county AgriLife Extension office regarding online registration and payment method.

8. South Plains District 2 4-H Record Book Judging

District judging for District 2 will be held on July 12th, 2017 9:00 a.m. at the District Extension Center, 1102 E FM 1294, Lubbock, Texas.

9. Judges

Volunteers are always needed to help judge. If you would like to help judge, complete the judging application and return to Andy Hart, Extension 4-H and Youth Development Specialist, 1102 E FM 1294, Lubbock, TX 79403. **By June 23rd.**

There will be a judges training on June 22th, 2017 from 10:00 - 12:00 at the District Office in Lubbock. All volunteers and agents are welcome to attend. Please RSVP to Ronda Alexander by June 21 if you plan to attend.