Texas 4-H Recordkeeping, 2017-18 4-H Record Books

Information provided by:

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Texas 4-H Record Books

Texas A&M AgriLife Extension

www.4hreports.com

the online system is no longer available

please use Word forms

Texas 4-H Record Books

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Record Books 2017–18 no significant changes

Books submitted for judging in 2017-18 will be prepared using the *Word* files

Texas 4-H Record Books

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2017-2018 Briefs

- Three member categories
  - Junior (grades 3-5)
  - Intermediate (grades 6-8)
  - Senior (grades 9-12)
- Age appropriate forms are progressive in nature (build upon one another)

2017-2018 Briefs

- Recordbooks are to be printed and turned in (hardcopy) for judging
- Reference to recordbook objectives in report not required
- Photo captions not required
- Resume for seniors not required

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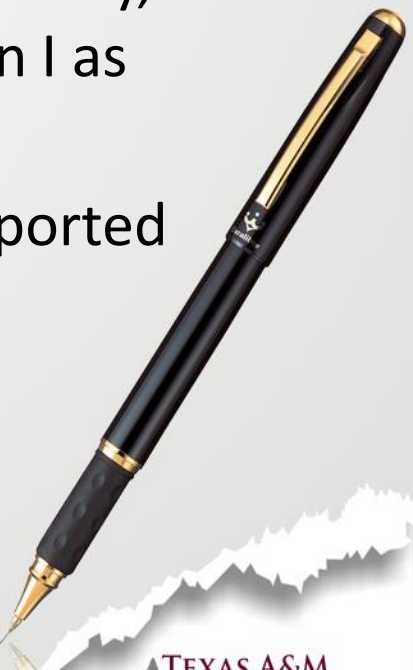
2017-2018 Briefs

- Clarification on reporting of **learning experiences.**
- Activities that occur in non-4-H settings such as other community or youth organizations, or in a self-directed project may be reported in the Junior Diary, Intermediate Personal Journal or Senior Section I as **learning experiences**.
- Competitive events outside of 4-H are to be reported as non-4-H



2017-2018 Briefs

- Report Forms
  - Juniors submit current year only
  - Intermediates submit current and immediate past year. Both are reviewed to evaluate growth.
  - Seniors submit current and three past years. All are reviewed to evaluate growth.

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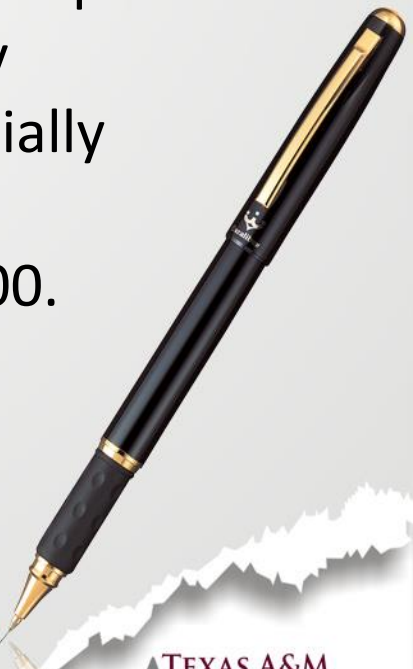
2017-2018 Briefs

- Livestock Judging can be reported as a stand-alone 4-H Project.
- Other judging contest activities such as Horse, Soils, etc. are to be reported within the 4-H Project it supports.
- Whereas Horse Judging directly supports the Horse Project; Livestock Judging involves multiple species, therefore it is to be reported as Livestock Judging.

2017-2018 Briefs

- 4-H members earning first place recognition are allowed to enter the same Record Book category again
- 4-H members placing first in each of the 29 categories are invited to participate in the Texas 4-H Leadership Conference trip to Washington, DC held annually during the Thanksgiving holidays. The trip is partially sponsored, but the member is responsible for a registration fee. That fee averages $1,500 - $2,000.



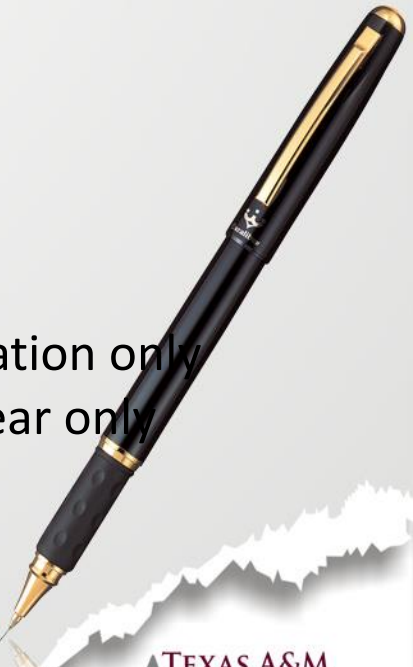
Record Book Categories

- 29 categories available
- 4-H member may enter a category even after winning first place at the State level

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

JUNIOR Recordbook
(Grades 3-5)

- Focus on 1 main project for current 4-H year
- Other project areas, if any, can be included in Diary, Story, and Photos
- Required documents:
  - Personal Information Page
  - Junior Report Form (story is part of Report Form)
  - Photos pages (up to 3 pages)
- Judging:
  - Turn in required documents with current year information only. Judging will be focused on 1 main project in current year only



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Junior Report Form

- Junior Report Form includes:
  - **4-H Goals**
    - Complete at start of 4-H Year or start of project
  - **Diary of 4-H Events** - includes project work/activities, leadership, community service
    - Complete as activities happen throughout the year
  - **My 4-H Story** – small text blocks to address 6 questions/statements. Use complete sentences…you are telling a story!
    - Complete at end of 4-H year or completion of project

Age Appropriate Practices for Juniors:

Setting Goals
Establishing positive habits through routines (Diary of 4-H Events)
Self-expression through story telling

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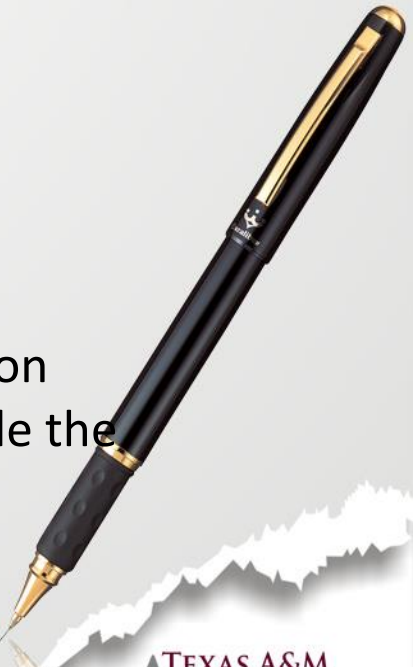
INTERMEDIATE Recordbook
(Grades 6-8)

- Focus on 1 main project for current 4-H year
- Other project areas, if any, can be included in Personal Journal, Summary of Activities and Story/Photos
- Required documents:
  - Personal Information Page
  - Intermediate Report Form
  - 4-H Story & Photo Portfolio
- Judging:
  - Turn in required documents with current year information followed by previous year report form (included to enable the evaluation of growth)



Texas 4-H Record Books

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Intermediate Report Form

- Intermediate Report Form includes:
  - **4-H Project Plans and Goals**
    - Complete at start of 4-H Year or start of project
  - **Personal Journal** - includes project work/activities, leadership, community service, and non-4-H activities
    - Complete as activities happen throughout the year
  - **Summary of Activities & Accomplishments, Recognition & Awards, Community Service, Leadership, Project Summary**
    - Complete at end of 4-H year or completion of project

Age Appropriate Practices for Intermediates:

Planning & decision making (project plans and goals)
Recording & reflecting on personal experiences (Journaling)
Achievement motivation (Summary of significant accomplishments)

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SENIOR Recordbook
(Grades 9-12)

- Report Forms for current year, maximum of 4 projects
- Seniors are encouraged to set project goals at start of 4-H and adopt a record keeping system that meets their needs
- Required documents:
  - Personal Information Page
  - Senior Report Form (Sections I – VII)
  - 4-H Story & Photo Portfolio
- Judging:
  - Turn in required documents with current year information followed by report forms from three (3) previous years
  - Judging will be based on up to 4 projects for up to 4 years

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Senior Report Form

- Senior Report Form includes (current year info only):
  - **Sec I: 4-H Project Experiences** – What is your project? How did it change or grow? What have you done? What have you learned? (Combined first two sections of old report form) ; 3 pages
  - **Sec II: 4-H Leadership Experiences** – chart format; 2 pages
  - **Sec III: 4-H Community Service** – chart format; 2 pages
  - **Sec IV: Other 4-H Projects** - 1 page
  - **Section V: 4-H Recognition & Awards** - chart format; 1 page
  - **Section VI: Non 4-H Activities** – 1 page
  - **Section VII: College/Career Exploration** – chart format; 1 page

Age Appropriate Practices for Seniors:

Personal power (creating a recordkeeping system to meet their needs)
Critical thinking (reflecting and summarizing experiences)
Constructive use of time (can see 'bigger picture' and purpose for recordkeeping)

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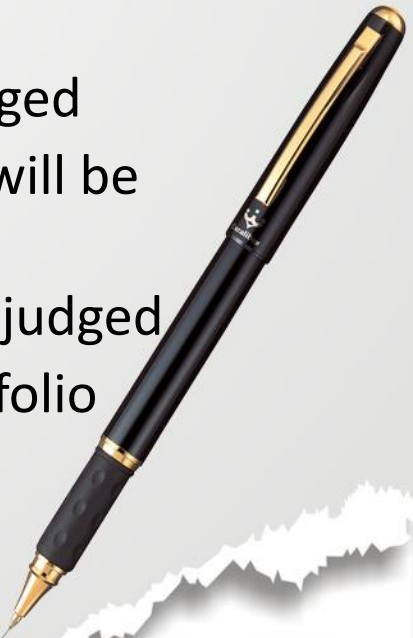
Story & Photos

- **Juniors:**
  - Story is part of report form
  - Include up to 3 pages of photos behind report form
- **Intermediates & Seniors:**
  - Story & Photo Portfolio separate document from report forms
  - Up to 10 pages of text and photos (captions not required on photos)

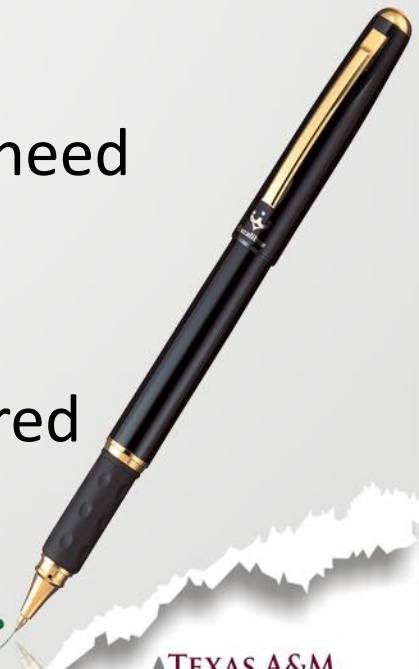
Transitioning Between Age Divisions & Judging

- Each year a member will add their new report forms and other required documents on top of old report forms.
- For Judging:
  - **All Ages** – Updated Personal Information page will be completed each year
  - **Juniors** – Only current year report forms will be judged
  - **Intermediates** - 2 most current years report forms will be judged
  - **Seniors** – 4 most current years report forms will be judged
  - **Intermediates & Seniors** – New Story & Photo Portfolio will be completed every year



Judging of Recordbooks

- Rubric/chart format to allow judges to ‘check a box’ that best describes their assessment of each section of the book
- Still allows space for written comments (next to each section and on back of scoresheet)
- Member should be able to tell what areas need improvement based on check marks and comments
- Personal Information page will NOT be scored



Recordbook Scoresheet

Name: _____ **County:** _____ **District:** _____

Age Division: Junior Intermediate Senior **Category:** _____

Instructions: Check one box for the statement on each row that best describes each recordbook section/criteria. Provide specific details in the comment box if necessary.

	Not at all	Somewhat	Almost	Completely	Comments
Personal Information - Complete; no additions or corrections necessary					
STORY & PHOTO PORTFOLIO					
Organization - The story is very well organized. One idea follows another in a logical sequence with clear transitions.					
4-H Focus - The story focuses on 4-H project work and experiences					
Spelling/Punctuation -There are no spelling or punctuation errors in the story.					
Creativity - The story contains many creative details and/or descriptions that contribute to the reader's enjoyment.					
Photographs - Photos are detailed, attractive, creative, and relate to the text on the page.					
PROJECT RECORD FORMS					
Section IA – 4-H PROJECT EXPERIENCES - Outstanding growth in all projects listed					

Questions?

General recordbook or content questions:

Contact

Your local County Extension Agent

Clarification on guidelines or technical issues:

Contact

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