



Marion County 4-H OSU Extension Service

RECORD BOOK HELP SESSION SPRING 2018



Oregon State
University

Objectives

- Review Record Book Forms and Materials
- Provide a Clear Understanding of the 4-H Resume
- Provide information about writing your 4-H Story
- Review Project Records and what is required
- Review Record Book Scoring Forms

4-H Resume

- Each page provides instructions for filling it out.
- The same activity can be used more than once if you carried multiple roles in the activity. (Example: Your club packaged food at Marion/Polk Food Share AND you made the arrangements for your club to be there)
- Only put the year on the first entry of each page (like the example shows)

4-H Story/Notes

- Neatness counts, have someone read over your work.
- Double space handwritten in ink or typed 12 point font in Ariel or Times New Roman
- Story length: minimum of two pages and up to a maximum of six pages, short stories are ok, as long as they address the following: history of your projects, citizen/leadership, member's growth/plans, and 4-H Significant Activity
- New story must be submitted each year.
- It can be formal, diary, journal, story or newsy
- BE CREATIVITY

Horse Project Records

- Records need to be done on each horse you have entered in the Fair
- Please do not total your records for Fair, this is done in September
You will not be counted down if your records are complete
- On the feed record not all boxes have to be filled in, they can be left blank if you did not have anything to go in that column.
- **Either Board/Pasture Rent OR Home Pasture need to be filled out, but not both.** There is a cost, even if you do not board your horse.

Animal Science Project Records- Junior

- Things I Hope to Do and Learn- Should have at least 3 sentences.
- Things I did with my 4-H Club- Should have at least 3 sentences.
- My project expenses- This area would include medications purchased, feed, animals purchased, vet bills and the cost of transporting your animal (home, to the Fair, to Weigh-ins) and the purchase of new supplies.
- My project income- If you sold eggs, offspring, wool, supplies
- My project inventory- Anything you had on hand when you started 4-H or October 1st of the current year if this is not your 1st year in 4-H.

Animal Science- Intermediate/Senior

- Things I Hope to Do and Learn- Should have at least 3 sentences.
- Animal Bird Inventory/Purchases- All of your project animals should be listed in this space. If you have them when you started your project or at the beginning of the club year they will have a starting value, if you purchase them after the beginning of the year (example market animal they would only have an ending value)
- Equipment Supplies and Feed Inventory- What you have on hand at the beginning of the year and the end of the year. If something is purchased throughout the year, it would only have an ending value.

Animal Science- Intermediate/Senior

- Other Expenses- Vet Bills, transportation, weigh-in fee, boarding/value if you keep your animal at home.
- Feed Record- List all types of feed for your animal. If you and your sibling feed the same thing and you buy it in bulk you need to figure out how much each animal is fed. (Example: 10 50 lb. bags of feed purchased in March for \$12.00 a bag, you feed 3 animals and your sibling feeds 2 animals). How would you calculate your feed cost for this amount of feed.

10 bags x 50 lbs= 500 lbs of feed/5 animals= 100 lbs

10 bags x \$12.00= \$120.00/5 animals= \$24.00 per animal

Animal Science- Intermediate/Senior

- Income- Any income you make from your project- sale of animals, animal products (wool, eggs, milk), sale of offspring, money made if project shown in a jackpot show.

Record Book Forms:

- Find Record Book Forms [Here](#)
- **Attending Marion County Fair:** All 4-H Horse Exhibitors, Record Books are due at the 4-H office the last Friday in May.
- **To attend Oregon State Fair:** Intermediate and Senior livestock exhibitors bring your record book to fair for an interview with Marion County 4-H staff.
- **“4-H ALL Member and Volunteer Appreciation Night”:**
Everyone is encouraged to turn in your "finished" record book to the 4-H office the last Monday in September. Find Record Book Award Forms [Here](#)



Name: _____

Reviewer: _____

Project(s): _____

Marion County 4-H Record Book Score Sheet

Record Presentation (12 points) Total: _____

Yes	No	Points Avail	Points Earned
		All records submitted in proper order	5
		Bound in a Flat Pronged folder with name and club name on the front	1
		Neat and legible with few spelling errors	5
		Labeled dividers between sections	1

4-H Resume (30 points) Total: _____

Yes	No	Points Avail	Points Earned
		Events recorded in proper place, up-to-date with current year information	3
		County level participation in 4-H Activities/Events 1-2 events (3 pts each) 3 or more events (6 pts total) 2 County or above events required to be in 4-H	6
		Leadership in 4-H and other (to show growth youth should add new activities each year) Juniors- 1 or more items expected Intermediate/Senior- 3 items minimum each year (each missing -2)	6
		Community Service in 4-H and other Juniors- 1 or more items expected Intermediate/Senior- 3 items minimum each year (each missing -2)	6
		Personal Growth in Project Area 4-H project scope, county activities, advancements completed, attend meetings, clinics, HDC meetings, shows, Judging/Hippology, give presentations related to project. <ul style="list-style-type: none"> ▪ No project activities listed (-6) ▪ JUNIORS 1-3 entries (2 pts each) ▪ INTERMEDIATE/SENIORS 1-6 entries (1 pt each) Over 6 entries (6 pts awarded)	6
		Participation in 4-H and non-4-H activities <ul style="list-style-type: none"> ▪ First year/Juniors 0-4 items new items expected each year (-1 for each missing or -3 if not listed) ▪ Juniors (not first year) 5-8 new items expected each year (-.5 for each missing under 5) ▪ Intermediate /Senior 8-12 new items expected each year (-1 for each missing under 8) 	3

Project Record (30 points) Total: _____

Yes	No	Points Avail	Points Earned
		All information on the project and member are included. All lease agreements are included. Production and health records are included where required Points deducted for: <ul style="list-style-type: none"> • No picture or color description of animal (-2 pts) (horse only) • Missing information (-1 per missing entry) 	10
		Feed Record- All information must be included with cost and amount Members must list the cost of each item they provide their animal totals not required for fair, but will not be counted down if totaled. (-1 if list cost but not amount or -1 if list amount but not cost) (-2 if no value in the board/pasture rent or home pasture column)	5
		Health Record- We do not require vaccinations so no points removed if not listed If item listed with no cost (-1 Pt per incident)	5
		Training Record- Each month should include a 'brief description of what was worked on such as haunch turns, jumping courses, showmanship, patterns, transitions, clinics, cleaning, grooming, treatments, etc. No entry required if horse not in Members possession that month. <ul style="list-style-type: none"> ▪ Each month not listed or copied (-1) after the member has possession of the horse ▪ No specific training worked on (max -3) 	10

Advancement Records (10 points) Total: _____

Yes	No	Points Avail	Points Earned
		Horse Required- A minimum of three new skills options (not knowledge) and two personal development options are encouraged (-2 pts for each missing) If a member has completed the entire advancement guide (6 pts. will be given) Items completed must be signed and include month/day/year	10

4-H Story (15 points) Total: _____

Yes	No	Points Avail	Points Earned
		Story to include the following paragraphs in any order(Introduction, history, citizenship/leadership, growth/plans, 4-H significant activity) (-2 for each paragraph missing) (-1 for incomplete information)	10
		Organization- Not double spaced (-2) Few spelling/grammar errors (-1) Many spelling/grammar errors (-2) Difficult to read due to spelling/grammar errors (-3)	5

Photos (3 points) Total: _____

Yes	No	Points Avail	Points Earned
		4-H related photos with date in caption, single sided, max 3 pages total, must have at least one photo from the current year, preferably all from the current year.	