

Grant County 4-H Record Book Guidelines



DO NOT INCLUDE THIS SHEET IN RECORD BOOK

All record book forms must be completed by the 4-H members. Use the check sheet below to put them in the order listed here. You may want to include divider pages between each project. Form names can be found at the bottom of each record book page.

Form 1. This is Me - Picture and Identification Page

Form 2. Table of Contents

Form 3. 4-H Member Evaluation and Activity Summary
Don't forget parent comments and signature

Form 4. Year in Review

Form 5. Year in Review Support Materials (is with Form 4)
Include a maximum of five (5) pictures or clippings for each different activity **you** participated in that is recorded on your 4-H activity record. *This is activities, not projects.*

Form 6. Club Program for Year - See your club leader. May use club provided calendar.

Form 7. For each project you are enrolled in complete steps a, b & c, if required

Form 7a. Grant County 4-H Members _____ Record Sheet

Include things learned from this project. Skills learned must be definite and specific. Use descriptions such as "I learned to measure ingredients accurately" or "I learned to clip the calf's hair," instead of "I learned to bake" or "I learned to groom my calf." When writing project outcome, include what was accomplished, the problems encountered, etc.

Form 7b. Grant County Project Financial Record

This is required for all projects. Youth grade 6 and under are not required to complete expense records. (Refer to the Grant County Project Record Information Sheet for specifics on your project.)

Form 7c. Project Support Materials

May include pictures **OR** clippings for each project.

Form 8. Permanent Record Sheet

This is a record of your total 4-H involvement, not just for one year, ***and will stay in your record book from year-to-year.***

Form 9. Record Book Cover - Must include green 4-H record book cover to enclose your record book. May use binders, but still include green cover.