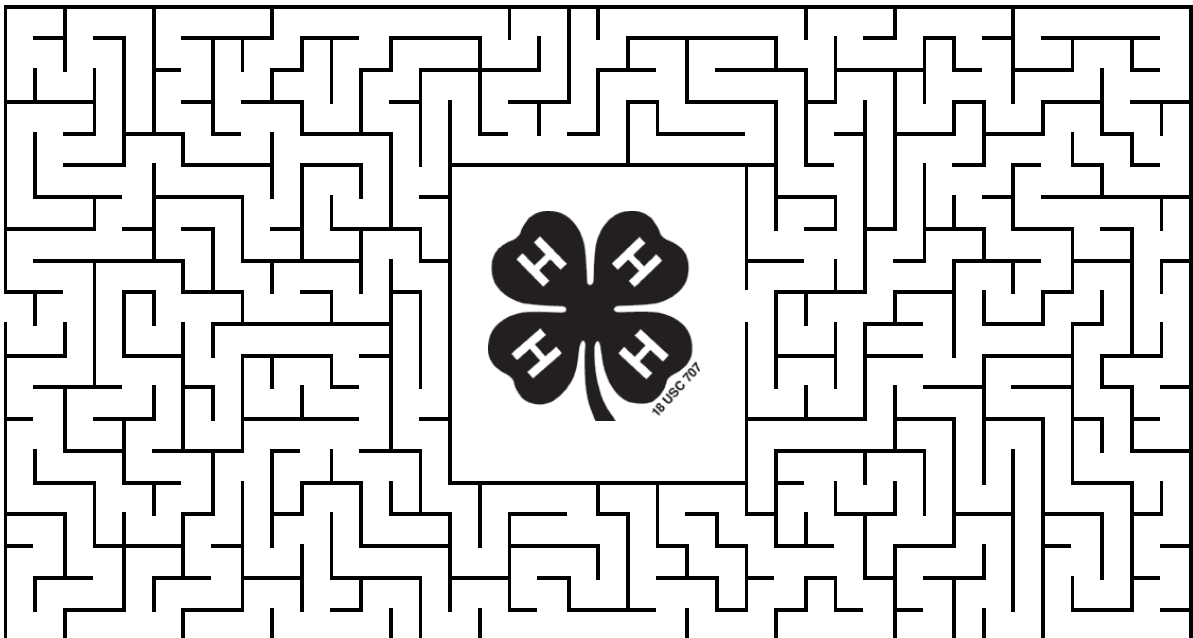


4-H Record Book

LaMoure County

Name:		Year:
Address:		
Birthday:	Years in 4-H:	Age:
Club Name:		



Welcome to the world of 4-H! This is your 4-H Record Book. It is for you to record information about your accomplishments during this 4-H year. Keep your record books for future use. Remember to take pictures during your 4-H club year.

4-H Pledge

I pledge

My **HEAD** to clearer thinking

My **HEART** to greater loyalty

My **HANDS** to larger service

My **HEALTH** to better living

For

My club, my community,

My country and my world.

4-H Motto

"To Make the Best Better"

4-H Slogan

"Learn By Doing"



4-H Colors

GREEN – symbolic of living and growing things

WHITE – symbolic of purity and character

4-H Emblem

The green four-leaf clover has a white "H" on each leaf to represent one of the four H's – **HEAD**, **HEART**, **HANDS**, and **HEALTH**.

4-H Creed

I **BELIEVE** in 4-H club work for the opportunity it will give me to become a useful citizen.

I **BELIEVE** in the training of my **HEAD** for the power it will give me to think, to plan and to reason.

I **BELIEVE** in the training of my **HEART** for the nobleness it will give me to become kind, sympathetic and true.

I **BELIEVE** in the training of my **HANDS** for the dignity it will give me to be helpful, useful and skillful.

I **BELIEVE** in the training of my **HEALTH** for the strength it will give me to enjoy life, to resist disease and to work effectively.

I **BELIEVE** in my country, my state, my community and in my responsibility for their development.

I **BELIEVE** and I am willing to dedicate my effort to their fulfillment.

Why Keep 4-H Records?

The purpose of 4-H record keeping is to simply teach how to keep records. 4-H record keeping is an educational piece of each 4-H project that is important in the development of this life skill. Record keeping should be a continuous process. It should be done regularly and as soon as possible in relation to the items being reported on. This practice will make the task easier and more meaningful. Remember, "Learn by Doing" is the slogan.

This record book is a resource to help you complete the **Online 4-H Record Set** that is emailed to each family in August. The Online 4-H Record Set is used to apply for awards.



4-H records are kept to help the member:

- Develop the habit of recording things when they happen.
- Training for keeping up-to-date and accurate records as an adult.
- Learn effective communications in written form.
- Record accomplishments.
- Develop skills for filling out job applications, college scholarships and college admission forms.

4-H projects are designed for the development of project skills as well as life skills such as record keeping, decision making, communication, responsibility and leadership.

RECORD KEEPING REQUIREMENTS

- A 4-H member is encouraged to complete a Project Record for enrolled Project Areas to complete the 4-H year.
- Each year select and do at least four (4) learning activities and/or leadership experiences related to your enrolled project area.
- There are three Project Records included in this book on pages 24 -29. Records from project 4-H manuals or animal records can be submitted instead.
- **IMPORTANT:** If you are applying for one of the awards on pages 30-33, please note the number of project records required.

PLEASE NOTE

- Exhibiting at LaMoure County Achievement Days **IS NOT** a requirement to complete a project area.
- Exhibiting at LaMoure County Achievement Days **DOES NOT** complete a project but can be part of completing a project.
- Doing the project activities and paperwork **ARE** recommended to consider a project completed.

AWARDS PROGRAM – (see pages 30 – 33 for requirements)

- Review the award requirements at the beginning of the year so you can earn the award.

Uniform Membership Requirements

LaMoure County 4-H requires all 4-H members to be actively enrolled in 4hOnline and attend a minimum of four (4) club meetings prior to Achievement Days. Members are also required to participate in one (1) community service project and two (2) 4-H sponsored events.

Examples of 4-H sponsored events include:

- o Workshops
- o Contests
- o Camps
- o Project-Activity Day
- o Fundraising
- o 4-H Promotion/Parades
- o Achievement Days

While we encourage all members to join a 4-H Club, youth may enroll as an Independent member. The same membership criteria apply. In lieu of club meetings, an independent member should meet four (4) times with an approved 4-H mentor. They may join a 4-H club to participate in a community service project or create their own.

Examples of how a 4-H member can fulfill the requirement if meeting attendance is an issue:

- Attend another club's meeting.
- Help plan and implement a club activity, fundraising project, etc. that is held outside of the club meeting.
- Teach a club or county lesson.
- Help with a county event.



Table of Contents

Section A: Club Information

Club leaders, club members and club officers are listed in this section.

Section B: Club Meeting Information and Activities

For each month, record club meeting information in this section.

Section C: County, District, State & National Events

List your participation in 4-H events outside of your club.

Section D: Community Service Activities

List community service you performed with your club and as an individual member of your community.

Section E: Leadership Responsibilities

Record leadership responsibilities you performed in your club as well as on the county level and above.

Section F: Projects, Exhibits and Records

In this section, you can list your projects, exhibits and ribbons received at fairs for the year.

Section G: Awards Application and Minimum Requirements

This section lists the criteria that a 4-H member must meet during the club year in order to qualify for a specific award.

Section H: Special Notes

This space is for notes and pictures about special things you would like to remember. Include projects and activities in which you participated during the 4-H year. Feel free to add additional pages. Photos are worth a thousand words.

Section A – Club Information

Club Name: _____

Leaders	E-Mail Address	Telephone
Organizational Leaders		
Project & Activity Leaders		

Officers

President: _____

Vice President: _____

Secretary: _____

Treasurer: _____

Reporter: _____

Scrapbook Chair: _____

Recreation Chair: _____

Other: _____

Other: _____

MEMBERSHIP ROLL		
Name	E-Mail Address	Telephone

Section B – Club Meeting Information and Activities

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

CLUB MEETING INFORMATION

Meeting Date: _____ Time: _____ Place: _____

Attended Meeting? (Yes or No) _____

Roll Call Topic: _____

Current Club Treasury Balance from the Treasurer: \$ _____

Old Business: _____

New Business: _____

Announcements: _____

Upcoming Events: _____

Demonstrations or Speeches: _____

Meeting Activity: _____

Section C – County, District and State Events

Mark with an "X" the categories in which you participated

COMMUNICATION ARTS CONTEST (Speeches & Demonstrations)
County Event: (List topic and award received) _____

District Event: (List topic and award received) _____

CLOTHING & PROJECT REVUE
List Category or Categories you participated in: _____

Ribbons Received: _____

PROJECT EXPO (County)
Title of Expo: _____
Award Received: _____

JUDGING EVENTS (County)
Consumer Decision Making Contest
List Honors: _____
Livestock Judging
List Honors: _____
Crops Judging
List Honors: _____
Horse Judging
List Honors: _____
Hippology
List Honors: _____
Meats Judging
List Honors: _____

FAIRS

Achievement Days: (Exhibited - Circle One) YES NO

State Fair: (Static Exhibits - Circle One) YES NO

Other County Fairs: _____

CAMPS

Camps attended at ND 4-H Camp in Washburn or County Camps

4-H PROMOTIONS

Back-to-School Night Display: (Where and what did you do?) _____

Window Display for National 4-H Week: (What did you do and where did you set up your display?)

Other: (Parade, Community Days, etc. What did you do?) _____

RECREATION & LEADERSHIP

Sold 10 Raffle Tickets for the Fundraiser: (Circle one) YES NO

4-H Bowling: (Circle one) YES NO

4-H Rollerskating: (Circle one) YES NO

4-H WORKSHOPS & DAY CAMPS (County offered workshops only)

List the 4-H workshops you attended outside your local club. Examples- Project Activity Day, Rabbit, etc.

RUBE GOLDBERG CHALLENGE

Challenge or Goal: _____

Team Award or Placing: _____

SHOOTING SPORTS

South Central District Match: YES NO

Summer 3D Match: YES NO

Winter 3D Match: YES NO

STATE & NATIONAL EVENTS

Extension Youth Conference: (Circle One) YES NO
State Fair: (Circle all that apply) 4-H Livestock Show 4-H Horse Show Project Expo Clothing Contest Consumer Decision Making Contest Rube Goldberg Communication Arts
List Awards Received: (Does NOT include static exhibits) _____ _____
ND 4-H Shooting Sports – Invitational Events: (Circle One) YES NO List Awards Received: _____
State Judging Events: (Circle One) YES NO List Events: List Awards Received: _____
Ambassador: (Circle all that apply) COUNTY STATE
Other: _____

Section D – Community Service Activities

A. List ALL community service you did as a 4-H member with your club.

This is beyond your 4-H club obligations of helping with 4-H events. (See examples below.)

- Adopt A Highway
- Volunteered at a nursing home, hospital, etc. where you helped residents/patients with craft projects, games, decorated for a holiday or put on a program.
- Staffed a booth at a school or town carnival.
- Raised money for charity (ex. March of Dimes, American Heart Assn., a needy family, etc.)
- Cleaned the park; painted park buildings, painted benches, etc.

1.

2.

3.

4.

5.

6.

7.

B. List ALL community service you did as a member of your community.

(You may list any of the events listed in #1 that you did on your own and not with your 4-H group.)

1.

2.

3.

4.

5.

6.

7.

Add additional pages if necessary.

Section E – Leadership Responsibilities

A. List ALL leadership responsibilities you had in your club. *(See examples below)*

- Taught a lesson – include topic or planned a regular club meeting agenda
- Project leader for a younger group within the club
- Organized a club event – what?
- Planned recreation
- Kept continuous records for club meeting and reported at club meeting (ex. Secretary, treasurer, historian, reporter)
- Helped someone with project work, helped younger members with demonstration or judging, helped younger members fill out records

1.

2.

3.

4.

5.

6.

7.

B. List ALL leadership responsibilities you had related to helping conduct county and state 4-H activities, workshops, contests and events. *(See examples)*

- Room manager at speech & demo contest • Judge's assistant • Worked Food Stand
- Taught a lesson at county event • Club involvement requirement for the year

1.

2.

3.

4.

5.

6.

Add additional pages if necessary.



Project Record

(or include animal livestock record)

(Name of Enrolled Project Area. Example: Creative Arts)

My Name: _____

My Project Helper: _____

1 MY PROJECT GOALS

I plan to complete my project activities by: _____

Each year select and do at least six (6) learning activities and/or leadership experiences related to this project. Record the activity and the date you completed it.

2 LEARNING ACTIVITIES

Activity	Date Completed	Helper's Initials


3 LEADERSHIP EXPERIENCES

Experiences	Date Completed	Helper's Initials
Give a demonstration on a topic related to this project.		
Teach someone something about this project area.		
Give a speech on a topic related to this project area.		
Participate in the Expo Contest with a display related to this project area.		
Plan a tour that relates to this project area.		
Attend a workshop related to this project area.		
Exhibit a display or item related to this project.		
Plan your own leadership activity. Write it below:		
Plan your own leadership activity. Write it below:		
Challenge: Do a community service activity related to project.		

4 PROJECT REVIEW

Once you have completed your project goals, arrange to talk with your project helper or leader about what you have learned and accomplished.

Achievement Program Certificate



I certify that _____ has successfully completed the requirements of the _____ .
(Project Name)

Project Helper's Signature _____

Date _____



Project Record

(or include animal livestock record)

(Name of Enrolled Project Area. Example: Creative Arts)

My Name: _____

My Project Helper: _____

1 MY PROJECT GOALS

I plan to complete my project activities by: _____

Each year select and do at least six (6) learning activities and/or leadership experiences related to this project. Record the activity and the date you completed it.

2 LEARNING ACTIVITIES

Activity	Date Completed	Helper's Initials


3 LEADERSHIP EXPERIENCES

Experiences	Date Completed	Helper's Initials
Give a demonstration on a topic related to this project.		
Teach someone something about this project area.		
Give a speech on a topic related to this project area.		
Participate in the Expo Contest with a display related to this project area.		
Plan a tour that relates to this project area.		
Attend a workshop related to this project area.		
Exhibit a display or item related to this project.		
Plan your own leadership activity. Write it below:		
Plan your own leadership activity. Write it below:		
Challenge: Do a community service activity related to project.		

4 PROJECT REVIEW

Once you have completed your project goals, arrange to talk with your project helper or leader about what you have learned and accomplished.

Achievement Program Certificate



I certify that _____ has successfully completed the requirements of the _____ .
(Project Name)

Project Helper's Signature _____

Date _____



Project Record

(or include animal livestock record)

(Name of Enrolled Project Area. Example: Creative Arts)

My Name: _____

My Project Helper: _____

1 MY PROJECT GOALS

I plan to complete my project activities by: _____

Each year select and do at least six (6) learning activities and/or leadership experiences related to this project. Record the activity and the date you completed it.

2 LEARNING ACTIVITIES

Activity	Date Completed	Helper's Initials


3 LEADERSHIP EXPERIENCES

Experiences	Date Completed	Helper's Initials
Give a demonstration on a topic related to this project.		
Teach someone something about this project area.		
Give a speech on a topic related to this project area.		
Participate in the Expo Contest with a display related to this project area.		
Plan a tour that relates to this project area.		
Attend a workshop related to this project area.		
Exhibit a display or item related to this project.		
Plan your own leadership activity. Write it below:		
Plan your own leadership activity. Write it below:		
Challenge: Do a community service activity related to project.		

4 PROJECT REVIEW

Once you have completed your project goals, arrange to talk with your project helper or leader about what you have learned and accomplished.

Achievement Program Certificate



I certify that _____ has successfully completed the requirements of the _____ .
(Project Name)

Project Helper's Signature _____

Date _____

Section G – Awards Guidelines and Checklist

GUIDELINES:

Point System: Throughout the year, 4-H members earn points for their participation in 4-H events and activities. These points accumulate from year to year and are calculated by completing the Online 4-H Record Set.

Personal Achievement Awards: Youth may earn these awards once during their 4-H career.

- All criteria must be met within the current 4-H year.
- Applications are requested by you when you submit the Online 4-H Record Set.

You will receive an email with the application. Your club leader will approve the application and return it to the Extension Office. Turn in your application to your club leader.

- All changes to this Awards Application and Minimum Requirements must be approved by the 4-H Executive Board.

IMPORTANT: Check one (1) award that you want to apply for. All criteria within that award must also be checked in order to receive the award.

This document is for your information only. To receive an award you must submit the Online 4-H Record Set in August.

Rookie Award

(Mark an "X" in box if completed) (Must meet 6 of the 8 criteria. First two are required)

<input type="checkbox"/>	First year in 4-H (age 8 or older by Sept.1 or current year)	<input type="checkbox"/>	Gave talk, speech or demo at club meeting. (Section B)
<input type="checkbox"/>	Submitted Online 4-H Record Set by August deadline.	<input type="checkbox"/>	Participated in 2 county events. (Section C)
<input type="checkbox"/>	Able to recite the 4-H Pledge.	<input type="checkbox"/>	Participated in 1 CLUB community service project. (Section D)
<input type="checkbox"/>	Attended a minimum of 4 club meetings. (Section B)	<input type="checkbox"/>	Completed 1 enrolled project area.

Young Achievers Award

(Mark an "X" in box if completed) (Must meet 3 of 5 criteria. First two are required)

<input type="checkbox"/>	Second year in 4-H	<input type="checkbox"/>	Participated in 2 county events. (Section C)
<input type="checkbox"/>	Submitted Online 4-H Record Set by August deadline.	<input type="checkbox"/>	Participated in 1 CLUB community service project. (Section D)
<input type="checkbox"/>	Attended a minimum of 4 club meetings. (Section B)	<input type="checkbox"/>	Completed 2 enrolled project areas.
<input type="checkbox"/>	Gave a talk, speech or demo at club meeting. (Section B)	<input type="checkbox"/>	

Clover Achievement Award

(Mark an "X" in box if completed) (Must meet 3 of 5 criteria. First two are required)

<input type="checkbox"/>	Third year in 4-H	<input type="checkbox"/>	Participated in 2 different categories of county events. (Section C)
<input type="checkbox"/>	Submitted Online 4-H Record Set by August deadline	<input type="checkbox"/>	Participated in 1 CLUB community service project. (Section D)
<input type="checkbox"/>	Attended a minimum of 4 club meetings. (Section B)	<input type="checkbox"/>	Completed 2 enrolled projects with records.
<input type="checkbox"/>	Gave a talk/speech or demo at club meeting. (Section B)	<input type="checkbox"/>	

Junior Award of Excellence

(Mark an "X" in box if completed) (Must meet 4 of 6 criteria. First two are required)

	Was 13 years or younger as of Sept 1 of current year.		Participated in 3 county events. <i>(Section C)</i>
	Submitted Online 4-H Record Set by August deadline.		Participated in 2 community service projects – includes at least ONE club service project. <i>(Section D)</i>
	Attended a minimum of 4 club meetings. <i>(Section B)</i>		Completed 2 leadership activities. <i>(Section F)</i>
	Gave talk/speech or demo at club meeting <i>(Section B)</i>		Completed 3 enrolled projects areas.

Senior Award of Excellence

(Mark an "X" in box if completed) (Must meet 4 of 6 criteria. First two are required)

	Was at least 14 years old by Sept 1 of current year.		Participated in 4 county events. <i>(Section C)</i>
	Submitted Online 4-H Record Set by August deadline.		Participated in 3 community service projects – includes at least ONE club service project. <i>(Section D)</i>
	Attended a minimum of 4 club meetings. <i>(Section B)</i>		Completed 4 leadership activities. <i>(Section F)</i>
	Gave talk/speech or demo at club meeting <i>(Section B)</i>		Completed 3 enrolled projects areas.

Key Club Award

(Mark an "X" in box if completed)

Individuals are selected based on leadership responsibility, project accomplishments, personal development and active 4-H participation. Up to two awards will be presented annually in LaMoure County.

	Was 16 years old by Sept 1 of current year.		Attended a minimum of 4 club meetings. <i>(Section B)</i>
	Submitted Online 4-H Record Set by August deadline.		Application signed by Club Leader

Horse Award

(Mark an "X" in box if completed)

	Submitted Online 4-H Record Set by August deadline.		Application signed by Club Leader
	Attended a minimum of 4 club meetings. <i>(Section B)</i>		

Most Improved Horseman Award

(Mark an "X" in box if completed)

	Shows the most improvement over the duration of the 4-H year.		Complete and submit the online 4-H Record Set by August deadline of current 4-H year.
	Demonstrates a willingness to learn and grow as a horseman		Attend a minimum of 4 club meetings
	Demonstrates leadership qualities and club spirit		Application signed by Club Leader
	Shows a positive attitude and enthusiastic approach		Has excellent attendance at club meetings and workouts

Project Achievement Level 1 Award

(Mark an "X" in box if completed)

- GUIDELINES:
- Applicants can earn Level 1 & 2 project achievement awards ONLY ONCE in each level per project area
- Applicants can apply for as many project achievement awards as they qualify for each year
- Applicants may apply for another award along with the project achievement awards

	Submitted Online 4-H Record Set by August deadline.		Give a report or demonstration related to the project area in club or other organization/event
	Take a project within the project area for at least 2 years		Exhibit in the project area for at least 2 years

Project Achievement Level 2 Award

(Mark an "X" in box if completed)

	Submitted Online 4-H Record Set by August deadline.		Give a report or demonstration related to the project area in club or other organization/event – 3 times within 6 years
	Take a project within the project area for at least 6 years		Completed leadership activity or community service activity related to the project area within 6 years

Section H – Portfolio of Your Work

Use the space below for your own notes and pictures about special things you would like to remember about this 4-H year's projects and activities. (Ex: special comments made by friends, how your projects have grown, fun things you have done within your club or within the county, changes from previous years and notes on how you celebrated your accomplishments.)

Section H – Portfolio of Your Work

Section H – Portfolio of Your Work

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Section H – Portfolio of Your Work



NDSU

EXTENSION
LaMOURE COUNTY

www.ag.ndsu.edu/lamourecountyextension

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