

## **HELPFUL INFORMATION FOR TETON COUNTY MEMBERS**

The Answers to: Why? What for? & How?



# CHARACTER COUNTS

- \* Trustworthiness
  - \* Tell the truth about what you've participated in and accomplished.
- \* Responsibility
  - \* Do your own work. Part of your project is keeping proper records.
- \* Respect
  - \* Show respect to leaders, peers or parents who offer to help you with your project.



# CHARACTER COUNTS

- \* Fairness
  - \* Do your own work, participate according to the guidelines.
- \* Caring
  - \* Not only about yourself but about the projects you have completed.
- \* Citizenship
  - \* Participate beyond the project – what did you do to help and support your community.



# WHY?

## ❶ Responsible Record Keeping

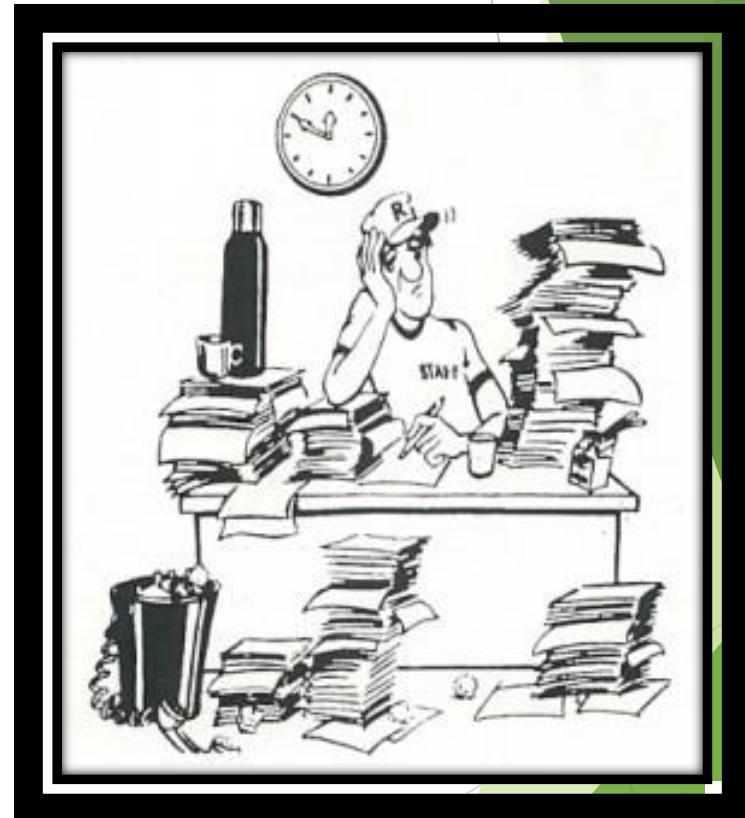
- \* To see where you've been, so you can decide where you're going.

- \* Gives you a place to start with projects.
- \* Compare beginning to end.



# WHAT FOR?

- ❖ Gives accurate record of what you've learned.
- ❖ Head start on how to keep records!
  - ❖ Scholarships
  - ❖ Resumes
  - ❖ Job Applications
- ❖ FUN to see how far you've come over the years.



# HOW?

- ✿ Carefully!
- ✿ Year to Year ( Need a new one each year!)
  - ✿ Cover page
  - ✿ Section 1: Project Report
  - ✿ Section 6: 4-H Story
  - ✿ Section 7: 4-H Pictures
- ✿ On Going ( Edit and add each year but do not redo!)
  - ✿ Section 2: 4-H Awards and Recognition
  - ✿ Section 3: 4-H Leadership
  - ✿ Section 4: 4-H Community Service
  - ✿ Section 5: 4-H Participation
  - ✿ Section 8: Other Participation
- ✿ DO NOT WAIT TILL THE LAST MINUTE!



# SECTION I: PROJECT RECORD

- ✿ Print 1 for each project each year.
- ✿ Goals should be **SMART**:
  - ✿ **Specific**
    - ✿ *What exactly are you going to do?*
  - ✿ **Measurable**
    - ✿ *How do you know you've achieved it?*
  - ✿ **Attainable/Actionable**
    - ✿ *Do you have control over the outcome?*
  - ✿ **Relevant/Realistic**
    - ✿ *Is it reasonable to accomplish?*
  - ✿ **Time Bound**
    - ✿ *When do you want to do it by?*



# SECTION I: GOAL EXAMPLES

- \* “I want to win showmanship”      **VS.**
  - \* “I want to learn the cuts of my animal so I can better answer questions during the showmanship competition.”
  - \* “I want to practice leading my animal 3 days a week to have better showmanship skills”

Or.....

- \* “I want to go to State Fair.”      **VS.**
  - \* “I want to learn many stitching techniques to be able to sew an apron for the Fabric & Fashion Contest to earn a ribbon to qualify for State Fair.”
  - \* “I want to learn more cake piping skills to qualify my Cake Decorating project for State”



# SECTION I: FINANCIAL INFO

- ✳ Equipment on Hand: What did you start with?
  - ✳ Someone paid for it at some point
    - ✳ Ex: Land, troughs, sewing machine, fencing, baking sheets
- ✳ Expenses
  - ✳ What did you have to pay for?
    - ✳ Cost of Project item (steer, pottery, fabric, notions, frosting, etc...)
    - ✳ Feed
    - ✳ Supplies.
    - ✳ Fuel
    - ✳ Participation Fees (contest fees, enrollment fees, etc...)
- ✳ Income
  - ✳ What did you bring in or start with?
    - ✳ Sale Price (recommended to list Sale Price vs Market Price)
    - ✳ Exhibit/Contest Awards aka Fair Premiums related to your project



# SECTION I: WHAT DID YOU LEARN?

- ✳ “What did you learn” is easiest to fill out after each club meeting/event when the topic of the meeting is still fresh in your mind.
- ✳ Tie this into how it helped meet your goals.



# SECTION I: EXHIBIT SUMMARY

- \* List each place or event that you exhibited your project and if any placings were received
  - \* Ex: County Fair, State Fair, Jackpot Shows, State Shoot, Jackpot Shooting events, Horse Shows, Clogging performances
- \* This is where you list your ribbon placings.



# SECTION 2: AWARDS AND RECOGNITION

- \* Keep track of your Wyoming Achievement levels here (Green, Silver, Gold)
- \* This is NOT where you put ribbon placings – Only special awards, certificates, buckles etc.

**Awards and Recognition**

- List any special or additional awards or recognition you or your project may have received  
*Examples: Outstanding Club member, Reserve Champion Exhibit, Most Improved, etc.*

- Ribbon placings should not be listed here. Record them in your Section 1 - Project Report.

	Year	Month	Description of the Award or Recognition
 	2011	July	Buckle - Grand Champion Intermediate Rifle Shooter - Teton County Fair Shoot
 	2012	Aug.	Certificate - Most improved beginner sewer in Stitch n Sew 4-H Club
 	2013	May	Certificate and Trip to Showcase Showdown: Reserve Champion Sr. Presentation, Teton County 4-h
 			



# SECTION 3: LEADERSHIP

- \* Ongoing- Add to it each year!
- \* This is for 4-H Leadership only

Section 3- **My Leadership in 4-H**

Member's Name:

**Table of Types**  
V= You Volunteered    A= You were Appointed    E= You were Elected

Click on the "+" or "-" button to additional rows.

	<b>Year</b>	<b>Month</b>	<b>Description of Leadership Responsibilities</b>
<input type="button" value="+"/> <input type="button" value="-"/>	2013		Secretary of Saddle Stars 4-H
<input type="button" value="+"/> <input type="button" value="-"/>	2014		Secretary of Saddle Stars 4-H
<input type="button" value="+"/> <input type="button" value="-"/>	2016		President of Saddle Stars 4-H
<input type="button" value="+"/> <input type="button" value="-"/>	2016		Youth Liaison on Horse Committee
<input type="button" value="+"/> <input type="button" value="-"/>	2016		Lead club in 4-H Pledge
<input type="button" value="+"/> <input type="button" value="-"/>	2016		Demonstrated to/taught club members how to clean a saddle

# SECTION 4: COMMUNITY SERVICE

- \* Ongoing- Add to it each year!
- \* 4-H Related only

## Section 4- Community Service through 4-H

Member's Name:

Click on the "+" or "-" button to additional rows.

	Year	Month	Description of Community Service Include what you did as 4-H member, with whom, etc.
<input type="button" value="+"/> <input type="button" value="-"/>	2012	Sept	Helped collect food for Jackson Food Cupboard Donation
<input type="button" value="+"/> <input type="button" value="-"/>	2012	Oct	Participated in Fall Highway Cleanup on 4-H's adopted highway
<input type="button" value="+"/> <input type="button" value="-"/>	2013	June	Participated in Cemetery Clean up hosted by Wilson Hoofbeats Horse Club
<input type="button" value="+"/> <input type="button" value="-"/>	2015	May	Participated in Spring Highway Cleanup on 4-H's adopted highway





# SECTION 6: STORY

- \* Introduce yourself
- \* Highlight all your 4-H projects and activities, not just the Fair.
- \* Explain how 4-H helped you become a better leader and citizen.
- \* Describe how 4-H participation made you feel.
- \* Tell about your future plans in 4-H and beyond!



# SECTION 7: PHOTOGRAPHS & CLIPPINGS

## \* Do:

- \* Use Action Shots – you working with your project
- \* Include pictures of leadership and service projects
- \* Add captions! Tell us what's happening!
- \* Include dates
- \* Look in the newspaper for pictures of you!

## \* Don't:

- \* Use only pictures from Fair.
- \* Use only posed shots



# SECTION 8: OTHER PARTICIPATION

- ▶ This is your catch all section for all the other things you are involved in outside of 4-H.
- ▶ Examples:
  - ▶ Participation in, leadership in, community service through, awards from other organizations such as:
    - ▶ Sports, Boy/Girl Scouts, School Leadership, Church Activities, Band, School Clubs etc.



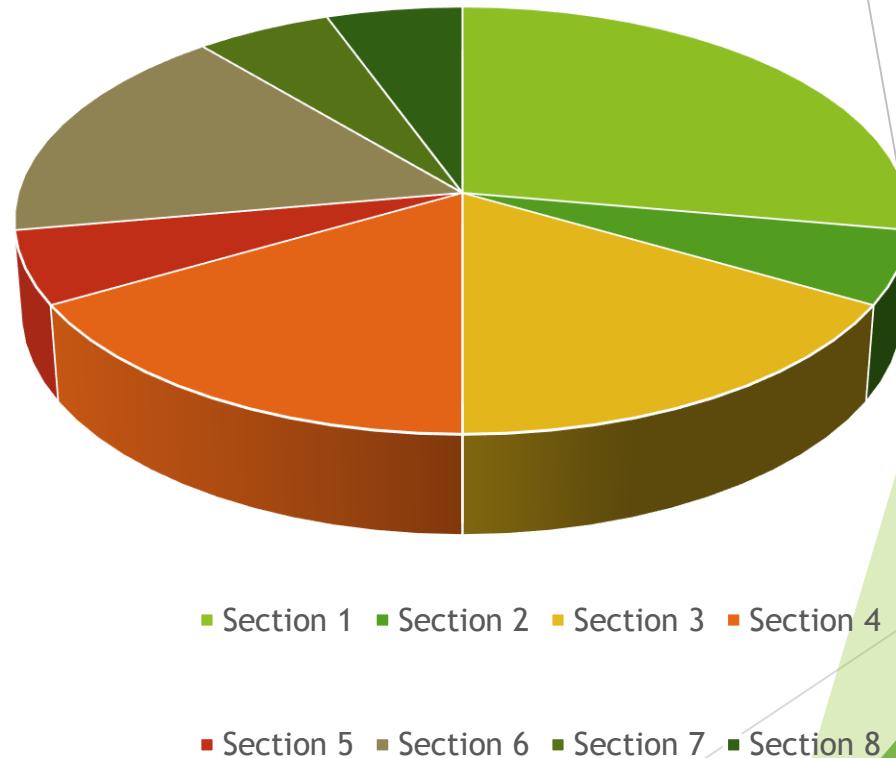
# RECORD BOOK JUDGING

- \* Record books must be turned in by the end of August in to the 4-H Office.
- \* Record books are used to attain Silver and Gold Achievement points for the Wyoming 4-H Honors club membership.
- \* Record books are returned at Achievement Night.



# RECORD BOOK JUDGING

- ✿ Judging Rubric Breakdown:
  - ✿ Section 1, Project Record = 25%
  - ✿ Section 2, 4-H Awards & Recognition = 5%
  - ✿ Section 3, 4-H Leadership = 15%
  - ✿ Section 4, 4-H Community Service = 15%
  - ✿ Section 5, 4-H Participation= 5%
  - ✿ Section 6, My 4-H Story = 15%
  - ✿ Section 7, 4-H Photos = 5%
  - ✿ Section 8, Other Participation = 5%



# SOME THINGS TO CONSIDER....

- ✳ Start Early!
- ✳ Review often and update the ongoing sections, save a copy to your computer!
- ✳ Use the Story to tell us about your overall 4-H experience not just your Fair experience.
- ✳ It's YOUR record above all else. Make sure you document what you might forget and need to know later!

