Instructions on 2018 Record Book Evaluations and Awards

This year’s Riverside County 4-H record book judging will be very similar to last year’s. Please see below for details about the different levels of judging and important deadlines.

Club Level:

* Each club sets their own deadlines to judge books; although it is recommended to do so in early July so youth who wish to further prepare for county evaluation can do so.
* Evaluate books for book seals using evaluation forms provided by the state. (See pages 2-7.) Gold level books can be sent to county to be judged for county level gold.
* Evaluate projects for project medals using the club project evaluation form. (See page 8.) We now only evaluate for project medalists (not gold, silver and bronze medals). Although clubs are awarding project medals, the county is still purchasing them.
* For every eight project reports in each project category, two can be sent to county to compete for project winner. (See pages 13-17 for more information.)
* Review PDR and award star rankings.
* Fill out awards order forms. (See pages 9-11.) Send in by **July 20th.**
* Fill out record book submission form. (See pages 12-17.) Send in by **July 20th.**

County Level: Aug 11th at 4-H Office in Moreno Valley

* Evaluate books for county gold medal using evaluation forms provided by state. (See pages 18-23.) Members who receive gold on their book at county will receive a pin.
* Judge projects using county project judging form. (See page 24.) 1 winner for every 8 books will be chosen per category. Winners in each project category will receive $20 and a trophy.
* Judge senior resumes using resume judging form. (See page 25.) One winner will be chosen for every eight resumes. Winners will receive $20 and a trophy.
* Review officer books for officer book pins

All forms need to be sent by **JULY 20th** to:

Devon Bean

1544 Pacific Ave

Norco Ca 92860

Or email to [dcbean123@gmail.com](mailto:dcbean123@gmail.com)

Questions: email Devon Bean at [dcbean123@gmail.com](mailto:dcbean123@gmail.com)

University of California, 4-H Youth Development Program

Club Level Record Book Review and Competition

**Riverside County 4-H**

**Instructions to Administrators (Club Leader or Designee):**

1. Star Ranks are awarded at the club level after evaluation and/or review. It is the responsibility of the 4-H Club to approve Star Rank applications and ensure all requirements have been met.
2. In addition to the Star Rank verification process, clubs should verify completion of at least one APR in order for junior, intermediate and senior members to receive their annual membership pin and stripe.
3. If the club holds a Record Book competition, only the Record Book Evaluation Form for Club, endorsed by the state office may be used. If the club only does a review and does not give awards (other than participation), the club evaluation form may be used as a guide, but does not have to be scored.
4. Record Book competition and review cannot include additional contests such as interviews, project competitions and knowledge bowls. Separate contests like these may be held, but they must be separate from the evaluation of Record Books.
5. In a competition, it is recommended that each book be reviewed by two or three evaluators and that books be evaluated in groups of same age youth so that appropriate developmental expectations are applied. After evaluators have awarded points, the administrator collects score forms and assigns awards based on the average score of the evaluators. If there is a wide score range between evaluators, another evaluator may be asked to read and score and that additional score is then factored into the final average.
6. Alternatively, you may evaluate in a team using one score form with all members of the team agreeing on the final score.
7. Riverside County 4-H uses the following recognitions at the club level: gold seal, blue seal, red seal, and white seal (in that order). Green seals are to be reserved for Primary Record Books as a participation seal.
8. Books should not be disqualified from Club evaluation. Rather, members should be given a score, with GREAT comments to help members succeed in the future. Providing feedback, encouragement, coaching and at best, mentorship, should be the goal of all Club level competitions.

**Record Book Scoring Tables for Club Evaluation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Junior** | **Intermediate** | | **Senior** | |
| *Without LDR* | *With LDR* | *Without LDR* | *With LDR* |
| **Gold Seal** | **39 – 45** | **39 – 45** | **50 – 57** | **46 – 54** | **57 – 66** |
| **Blue Seal** | **33 – 38** | **33 – 38** | **42 – 49** | **39 – 45** | **48 – 56** |
| **Red Seal** | **27 – 32** | **27 – 32** | **34 – 41** | **32 – 38** | **39 – 47** |
| **White Seal** | **0 – 26** | **0 – 26** | **0 – 33** | **0 – 31** | **0 – 39** |

|  |  |  |
| --- | --- | --- |
| **Age Group** | **Total Points Possible** | |
| **Junior** | **45** | |
| **Intermediate** | *Without LDR* | *With LDR* |
| **45** | **57** |
| **Senior** | *Without LDR* | *With LDR* |
| **54** | **66** |

University of California, 4-H Youth Development Program

Club Level Record Book Review and Competition

**Riverside County 4-H**

**Instructions to Evaluators:**

1. In general, youth should be evaluated against this standard as appropriate to the age of the member. We recommend that books be evaluated in groups of same age youth so that appropriate developmental expectations are applied.
2. All books that are developed in the 4-H Online Record Book (ORB) are accepted as printed from the ORB feature. Members who use ORB as their Record Book of choice may not be penalized for any print or formatting features.
3. The difference between scoring a one (1) two (2) or three (3) is sometimes challenging to determine. In general, when scoring a 2, there should be some indication of a pattern of action or behavior. For example, if a senior member lists one citizenship activity of bringing in cans for a food drive, that’s more than 0, but is obviously not a pattern; it is also not appropriate to the age of the member. Even for very young members, we would expect to see more than one or two entries to establish a pattern of citizenship. It is important for judging teams to confer and calibrate your scores with each other prior to scoring so that you are as close to the same interpretation as possible.

In general, score:

* 0 if there is no evidence of the standard requirement(s)
* 1 if there is one entry of a certain required skill or activity or less than half the time
* 2 if there is a pattern of the skill or required activity about half the time
* 3 if there is a pattern of the skill or required activity about 75% of the time or greater. ***A 3 does not mean perfect or 100%.***

Books should not be disqualified from Club evaluation. Rather, members should be given a score, with GREAT comments to help members succeed in the future. Providing feedback, encouragement, coaching and at best, mentorship, should be the goal of all Club level competitions.

**California 4-H Record Book Evaluation – Club Level**

**Member Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Evaluator Initials \_\_\_\_\_\_\_\_\_\_\_\_**

Age of Member: \_\_\_\_\_\_\_ *Circle one:* Junior Intermediate Senior

*(as of December 31st of current program year)*

Total Points Earned: \_\_\_\_\_\_\_\_ Total Points Possible: \_\_\_\_\_\_\_\_ Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Scale: 0=no evidence 1=minimal evidence 2=moderate evidence 3=strong evidence**

|  |  |
| --- | --- |
| **Section 1: Preliminary Information** | |
|  | Record Book is assembled in the correct order with all parts included. |
|  | Member followed formatting guidelines listed in the Record Book Manual. |

**\_\_\_\_ Total Section 1**

|  |  |
| --- | --- |
| **Section 2: Personal Development Report**  Activities and involvement should be appropriate for the age of the member. | |
| **Did the member:** | |
|  | Record participation both inside and outside of 4-H? |
|  | Record events and activities in the appropriate categories? |
|  | List the date, hours, level of participation, activity description, and location for each entry? |
|  | Record events and activities only once? |

**\_\_\_\_ Total Section 2**

|  |  |
| --- | --- |
| **Section 3: 4-H Story**  The 4-H Story gives the reader an opportunity to get to know the 4-H member and to read about project activities, leadership and citizenship experiences, both in the 4-H program and in school and community. | |
| **Did the member:** | |
|  | Meet appropriate 4-H story word counts?  *Junior: 250 – 500 words; Intermediate: 500 – 1000 words; Senior: 1000 – 2000 words* |
|  | Follow the 4-H Story formatting guidelines? |
|  | Reflect on 4-H experiences from the current 4-H year? |

**\_\_\_\_ Total Section 3**

|  |  |
| --- | --- |
| **Section 4: Annual Project Reports**  Project skills and experiences should be appropriate for the age of the member. | |
| **Did the member:** | |
|  | Complete at least one APR form? |
|  | Record all required information: date, time, level, location, and learning experience? |
|  | Include project financial records of expenses and income/value? |
|  | Complete an expression page for each APR? |

**\_\_\_\_ Total Section 4**

|  |  |
| --- | --- |
| **Section 5: Collection of Work** | |
| **Did the member:** | |
|  | Select examples of current year's 4-H work that enhance records in the PDR and APR? |
|  | Include flyers, brochures, pictures and letters that represented 4-H activities and experiences? |

**\_\_\_\_\_ Total Section 5**

**This section is only scored for Intermediate and Senior members with Leadership Reports.**

|  |  |
| --- | --- |
| **Section 6: Leadership Development Report *(Intermediate & Senior Members)*** | |
| **Did the member:** | |
|  | Complete both sections of Part 1 (Pre and Post)? |
|  | Complete both sections of Part 2 (Pre and Post) for each “significant leadership role” listed in the PDR? (If no “significant leadership roles” are listed, the member does not complete the LDR, but may have other leadership experiences in the PDR.) |
|  | Describe their leadership roles and personal goals for the year in “Pre” forms? |
|  | Reflect on experiences at the end of the year in “Post” forms? |

**\_\_\_\_ Total Section 6**

**This section is only scored for Senior members.**

|  |  |
| --- | --- |
| **Section 7: Resume *(Senior Members only)*** | |
| **Did the member:** | |
|  | Create a unique personal development statement? |
|  | Describe the skills they have gained through their leadership experiences? |
|  | Describe the skills they have gained through their citizenship experiences? |

**\_\_\_\_ Total Section 7**

**Total Points: \_\_\_\_\_\_\_**

**Evaluator's Comments:**

**Section 1: Following Instructions & Preliminary Information**

**Section 2: Personal Development Report**

**Section 3: 4-H Story**

**Section 4: Annual Project Reports**

**Section 5: Collection of Work**

**Section 6: Leadership Development Report**

**Section 7: Resume**

**Riverside County 4-H Club Project Judging**

**Member Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Evaluator Initials \_\_\_\_\_\_\_\_\_\_\_\_**

Age of Member: \_\_\_\_\_\_\_ *Circle one:* Junior Intermediate Senior

*(as of December 31st of current program year)*

Total Points Earned: \_\_\_\_\_\_\_\_ Total Points Possible: \_\_\_\_\_\_\_\_ Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Scale: 0=no evidence 1=minimal evidence 2=moderate evidence 3=strong evidence**

Total \_\_\_\_\_/21 Medalist: 14-21 points

|  |  |
| --- | --- |
| **Section 4: Annual Project Reports**  Project skills and experiences should be appropriate for the age of the member. | |
| **Did the member:** | |
|  | Have a variety of project experiences OR have multiple levels of experiences in one project that may be a Spark? |
|  | Document required information (date, time, level and location)? |
|  | Describe activities and experiences in the project(s)? |
|  | Tell what was learned and skills gained in the project(s)? |
|  | Share learning experiences with other 4-H members or community audiences? |
|  | Include project financial records of expenses and income/value? |
|  | Demonstrate a specific concept or knowledge gained in the project(s) on the expression page(s)? |

Comments:

**Riverside County Year End and Record Book Awards Order Form**

Club:

Club Leader: Phone:

Email:

**Year Pins:**

\_\_\_\_\_\_\_\_ Primary \_\_\_\_\_\_\_\_ Junior \_\_\_\_\_\_\_\_ Intermediate \_\_\_\_\_\_\_\_\_ Senior

**Year Stripes:**

For UCANR Green 4-H Hat For Senior Hats (until 2020)

White stripe on green Green stripe on white

Yellow stripe on green (Jr. & Teen Leaders only) Yellow stripe on white (Teen Leaders only)

Total Year Stripes Ordered X $0.46 = **TOTAL**

**Junior and Teen Leader Emblems and Pins:**

Junior Leader Emblem Teen Leader Emblem

Total Emblems Ordered X $2.90 = **TOTAL**

Junior Leader Pins Total Junior Leader Pins Ordered X $2.95 = **TOTAL**

Teen. Leader Pins Total Teen Leader Pins Ordered X $3.50 = **TOTAL**

**100% Attendance Pins:** (Awarded to members who maintained perfect attendance at club meetings this year.)

100% Attendance Pins Total 100% Attendance Pins Ordered X $2.25 = **TOTAL**

**Officer Pins:**

President Vice President Treasurer Secretary Sergeant at Arms

Reporter Historian Photographer Healthy Living Officer

Total Officer Pins Ordered X $2.25 = **TOTAL**

**iThrive Pins:**  iSprout iGrow iThrive 1st yr iThrive round

Total iThrive pins Ordered X $2.75 = **TOTAL**

**Club Record Book Awards:** (from Club Record Book Evaluation Worksheet)

Record Book Seals: Gold Blue Red White Green (Primary only)

**Gold Club Record Book Pins -** only for books that earned a gold at club level

Total Gold Club Record Book pins Ordered X $2.25 = **TOTAL**

**THIS FORM MUST BE TURNED IN BY JULY 20th.**

**TOTAL AMOUNT DUE: $**  Make checks payable to Riverside County 4-H

**Riverside County Primary Record Book Pins**

List names of members who have completed a Primary Member 4-H Personal Development Report and circle how many years including this year that they have completed this Report. (Pins will be awarded at County Achievement Night.)

Name: 1st year 2nd Year 3rd Year 4th Year

Name: 1st year 2nd Year 3rd Year 4th Year

Name: 1st year 2nd Year 3rd Year 4th Year

Name: 1st year 2nd Year 3rd Year 4th Year

Name: 1st year 2nd Year 3rd Year 4th Year

Name: 1st year 2nd Year 3rd Year 4th Year

**Riverside County Star Cap Emblems**

List names of members who have qualified for a Star Rank this year. (Stars will be awarded at County Achievement Night.)

Bronze Star:

1. 2.

3. 4.

5. 6.

Silver Star:

1. 2.

3. 4.

5. 6.

Gold Star

1. 2.

3. 4.

5. 6.

**Riverside County Proficiency Level Patches**

List names of members who have completed a proficiency level. Print as many sheets as are needed. **A copy of the completed level must be submitted with this form**. (Patches will be awarded at County Achievement Night.)

|  |  |  |
| --- | --- | --- |
| Project | Member | Level |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Riverside County Project Medals**

List names of members who have earned a Project Medal from the Club Project Evaluation Sheet. Print as many sheets as are needed. (Medals will be awarded at County Achievement Night.)

Member:

|  |
| --- |
| Project |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

Member:

|  |
| --- |
| Project |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

Member:

|  |
| --- |
| Project |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**Riverside County 4-H Record Book Judging: Book and Project Submissions**

(This form must accompany all books being submitted for County Judging.)

Club:

Club Leader: Phone:

Please list the names of the adult volunteers from your club that will be volunteering as judges:

|  |  |  |
| --- | --- | --- |
| Name | Email | Phone |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Officer Books being submitted for county judging:** (Check which books are being submitted)

Secretary Treasurer Reporter Historian

**Gold Medalist:** Please list all members being submitted for Gold Medal at County level.

\*Special considerations will be made to provide equal opportunity to members with disabilities. Please note with an asterisk next to the member’s name on this form. Attach a brief explanation on a separate piece of paper or post it note to the inside cover of the member’s record book to alert the judges.

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

9. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Project Awards/Resume Contest**- Each club may submit up to two project reports per category for every eight project reports, or portion thereof, in that category that they had submitted in their club to compete for county winner. For example: if a club has 1-8 project reports submitted in one category, up to two project reports can be submitted. But if there are 9-16 project reports in one category, then up to four project reports can be submitted. Members may be submitted for more than one category but only once per category. Please submit entire record book not the project alone. A table of which projects belong in which category is on page 15-17. If your project is not listed put it in the category in which it best fits. One county winner will be chosen for every eight projects in each category submitted to the county.

**Civic Engagement and Community Service:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Communications:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Preforming Arts:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Visual Arts:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Leadership and Personal Development:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Health and Safety:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Consumer and Family Science:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Physical and Biological Sciences:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Environmental and Earth Science:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Technology and Engineering:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Small Animal:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Large Animal 1:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Large Animal 2:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Plant Science:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

**Resume Contest:**

|  |  |
| --- | --- |
| Name | Project |
|  |  |
|  |  |

|  |  |
| --- | --- |
| **Civic Engagement and Community Service** | Community Service  Citizenship  Domestic Exchange  Economics and Marketing  Global Education  International Exchange  Service Learning |
| **Communications** | Communications  Public Speaking  Sign Language |
| **Preforming Arts** | Dance  Theater Arts  Hobbies  Leather Craft  Music and Instruments |
| **Visual Arts** | Arts and Crafts  Calligraphy  Ceramics and Clay Arts  Photography  Scrapbooking |
| **Leadership and Personal Development** | All Star Leadership  Beginning 4-H  Career Exploration  Hi 4-H  Leadership Development  Record Keeping |
| **Health and Safety** | Baking and Breadmaking  Cake Decorating  Foods  Health and Fitness  Sports  CPR and First Aid  Emergency Prep  Safety |
| **Consumer and Family Science** | Child Development and Care  Clothing and Textiles  Consumer Education  Fashion Revue  Fiber Arts  Flower Arranging  Quilting  Table Setting |
| **Physical and Biological Sciences** | Energy Management  Geology  Animal Husbandry  Veterinary Sciences  Entomology and Bees  Marine Biology  Embryology  Zoology |
| **Environmental and Earth Science** | 4-H Camping  Astronomy  Climatology  Environmental Stewardship  Fishing  Forestry  Oceanography  Outdoor Adventures  Wildlife |
| **Technology and Engineering** | Aerospace and Rocketry  Automotive  Bicycles  Website Design  Computers and Internet  Construction and Building  Electricity and Electronics  Farm Machinery  General Engineering  GPS Metal Working  Robotics  Shooting Sports  Small Engines  Video Production  Woodworking |
| **Small Animal** | Birds  Poultry  Cats  Cavies  Dogs  Pets and Small Animals  Rabbits  Reptiles |
| **Large Animal 1** | Cattle  Beef  Dairy Cattle  Goats  Dairy Goats  Sheep  Swine |
| **Large Animal 2** | Alpacas  Llamas  Equine |
| **Plant Science** | Field and Crop Management  Indoor and Mini Gardens  Junior Master Gardner  Ornamental Horticulture  Vegetable Gardening |

***University of California, 4-H Youth Development Program***

**County Level Record Book Evaluation**

**Riverside County 4-H**

**Instructions to Administrators (County Record Book Chair or Designee):**

1. Star Ranks are awarded at the club level after evaluation and/or review. It is the responsibility of the 4-H Club to approve Star Rank applications and ensure all requirements have been met. County Record Book evaluation *may NOT* involve awarding or removing Star Ranks to or from members.
2. Record Book evaluation and review cannot include additional contests such as interviews and knowledge bowls. Separate contests like these may be held, but they must be separate from the evaluation of Record Books.
3. It is recommended that each book be reviewed by two or three evaluators and that books be evaluated in groups of same age youth so that appropriate developmental expectations are applied. After evaluators have awarded points, the administrator collects score forms and assigns awards based on the average score of the evaluators. If there is a wide score range between evaluators, another evaluator may be asked to read and score and that additional score is then factored into the final average.
4. Alternatively, you may evaluate in a team using one core form with all members of the team agreeing on the final score.
5. Riverside County 4-H uses the following recognition at the club level: gold medal, blue seal, red seal, and white seal (in that order). Green seals are given to Primary Record Books as a participation seal.

**Record Book Scoring Tables for County Evaluation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Junior** | **Intermediate** | | **Senior** | |
| *Without LDR* | *With LDR* | *Without LDR* | *With LDR* |
| **Gold Medal** | **65 – 75** | **65 – 75** | **78 – 90** | **76 – 87** | **89 – 102** |
| **Blue Seal** | **55 – 64** | **55 – 64** | **66 – 77** | **64 – 75** | **74 – 88** |
| **Red Seal** | **45 – 54** | **45 – 54** | **54 – 65** | **52 – 63** | **61 – 73** |
| **White Seal** | **0 – 44** | **0 – 44** | **0 – 53** | **0 – 51** | **0 – 60** |

|  |  |  |
| --- | --- | --- |
| **Age Group** | **Total Points Possible** | |
| **Junior** | **75** | |
| **Intermediate** | *Without LDR* | *With LDR* |
| **75** | **90** |
| **Senior** | *Without LDR* | *With LDR* |
| **87** | **102** |

***University of California, 4-H Youth Development Program***

**County Level Record Book Evaluation**

**Riverside County 4-H**

**Instructions to Evaluators:**

1. In general, youth should be evaluated against this standard as appropriate to the age of the member. We recommend that books be evaluated in groups of same age youth so that appropriate developmental expectations are applied.
2. At a minimum, a complete Record Book has the Personal Development Report Form, My 4-H Story and Annual Project Report Form(s).
3. All books that are developed in the 4-H Online Record Book (ORB) are accepted as printed from the ORB feature. Members who use ORB as their Record Book of choice may not be penalized for any print or formatting features.
4. The difference between scoring a one (1) two (2) or three (3) is sometimes challenging to determine. In general, when scoring a 2, there should be some indication of a pattern of action or behavior. For example, if a senior member lists one citizenship activity of bringing in cans for a food drive, that’s more than 0, but is obviously not a pattern; it is also not appropriate to the age of the member. Even for very young members, we would expect to see more than one or two entries to establish a pattern of citizenship. It is important for judging teams to confer and calibrate their scores with each other prior to scoring so that they are as close to the same interpretation as possible.

In general, score:

* 0 if there is no evidence of the standard requirement(s)
* 1 if there is one entry of a certain required skill or activity or less than half the time
* 2 if there is a pattern of the skill or required activity about half the time
* 3 if there is a pattern of the skill or required activity about 75% of the time or greater. ***A 3 does not mean perfect or 100%.***

**California 4-H Record Book Evaluation – Club Level**

**Member Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Evaluator Initials \_\_\_\_\_\_\_\_\_\_\_\_**

Age of Member: \_\_\_\_\_\_\_ *Circle one:* Junior Intermediate Senior

*(as of December 31st of current program year)*

Total Points Earned: \_\_\_\_\_\_\_\_ Total Points Possible: \_\_\_\_\_\_\_\_ Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **Presentation and Layout**  Select one option. No points are awarded. |
| □ Record Book is printed in the ORB format.  □ Record Book is printed using the CURRENT year’s forms, on traditional paper forms. (Use of old forms is reason for disqualification). |

**Scale: 0=no evidence 1=minimal evidence 2=moderate evidence 3=strong evidence**

|  |  |
| --- | --- |
| **Section 1: Preliminary Information** | |
|  | Member followed all directions and Record Book is assembled in the correct order |
|  | Title Page includes required information |
|  | Table of Contents lists the required sections. |

**\_\_\_\_ Total Section 1**

|  |  |
| --- | --- |
| **Section 2: Personal Development Report**  Activities and involvement should be appropriate for the age of the member. | |
| **Did the member:** | |
|  | List events and activities only one time and in the appropriate categories? |
|  | Demonstrate a variety of experiences that developed skills in project(s)? |
|  | Attend various 4-H events (club, county or higher levels)? |
|  | Serve in age appropriate leadership roles in project, club, county or at a higher level? |
|  | Participate in citizenship and community service activities to benefit the community? |
|  | Develop communication skills by giving reports (verbal and nonverbal), presentations or online communication representing 4-H to varied audiences? |
|  | Participate in significant activities outside of 4-H in school and community? |

**\_\_\_\_ Total Section 2**

|  |  |
| --- | --- |
| **Section 3: 4-H Story**  The 4-H Story gives the reader an opportunity to get to know the 4-H member and to read about project activities, leadership and citizenship experiences, both in the 4-H program and in school and community. | |
| **Did the member:** | |
|  | Meet appropriate 4-H story word counts?  *Junior: 250 – 500 words; Intermediate: 500 – 1000 words; Senior: 1000 – 2000 words* |
|  | Describe personal learning experiences in project(s)? |
|  | Discuss beginning or advanced leadership experiences and activities working with other members? |
|  | Give examples of experiences working with others on citizenship/community service projects? |
|  | Show overall growth and share Sparks in 4-H and outside of 4-H? |

**\_\_\_\_ Total Section 3**

|  |  |
| --- | --- |
| **Section 4: Annual Project Reports**  Project skills and experiences should be appropriate for the age of the member. | |
| **Did the member:** | |
|  | Have a variety of project experiences OR have multiple levels of experiences in one project that may be a Spark? |
|  | Document required information (date, time, level and location)? |
|  | Describe activities and experiences in the project(s)? |
|  | Tell what was learned and skills gained in the project(s)? |
|  | Share learning experiences with other 4-H members or community audiences? |
|  | Include project financial records of expenses and income/value? |
|  | Demonstrate a specific concept or knowledge gained in the project(s) on the expression page(s)? |

**\_\_\_ Total Section 4**

|  |  |
| --- | --- |
| **Section 5: Collection of Work** | |
| **Did the member:** | |
|  | Select examples of current year's 4-H work that enhance records? |
|  | Include flyers, brochures, pictures and letters that represented 4-H activities and experiences? |
|  | Illustrate Sparks in the Collection of Work? |

**\_\_\_ Total Section 5**

**This section is only scored for Intermediate and Senior members with Leadership Reports.**

|  |  |
| --- | --- |
| **Section 6: Leadership Development Report *(Intermediate & Senior Members)*** | |
| **Did the member:** | |
|  | Describe their leadership roles for the year? |
|  | Make a plan at the beginning of the year to develop one or more of the 6 Cs and at the end of the year, reflect on their accomplishment of that C (or not)? |
|  | Set goals for each leadership role and reflect on the achievement of those goals? |
|  | Determine specific strategies to reach their goals and reflect on the effectiveness of those strategies? |
|  | Identify things that might get in the way of reaching their goals and give examples of when they had to shift gears? |

**\_\_\_ Total Section 6**

**This section is only scored for Senior members.**

|  |  |
| --- | --- |
| **Section 7: Resume *(Senior Members only)*** | |
| **Did the member:** | |
|  | Demonstrate a professional and creative style and design on the resume? |
|  | Create a personal development statement that describes what they stand for and who they aspire to become as a human being? |
|  | Describe the skills they have gained through their leadership experiences? |
|  | Describe the skills they have gained through their citizenship experiences? |

**\_\_\_ Total Section 7**

**Total Points: \_\_\_\_\_\_\_**

**Evaluator's Comments:**

**Section 1: Following Instructions & Preliminary Information**

**Section 2: Personal Development Report**

**Section 3: 4-H Story**

**Section 4: Annual Project Reports**

**Section 5: Collection of Work**

**Section 6: Leadership Development Report**

**Section 7: Resume**

**Riverside County 4-H County Project Judging**

**Member Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Evaluator Initials \_\_\_\_\_\_\_\_\_\_\_\_**

**Project**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Project Category \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Age of Member: \_\_\_\_\_\_\_ *Circle one:* Junior Intermediate Senior

*(as of December 31st of current program year)*

Total Points Earned: \_\_\_\_\_\_\_\_ Total Points Possible: \_\_\_\_\_\_\_\_ Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Documents required information (date, time, level and location) | /10 |
| Describes activities and experiences in the project | /15 |
| Tells what was learned and skills gained in the project | /20 |
| Shares learning experiences with other 4-H members or community audiences | /20 |
| Shows project participation outside of project meetings | /15 |
| Includes project financial records of expenses and income/value | /10 |
| Demonstrates knowledge gained in the project on the expression page | /10 |
| Total | /100 |

Comments

**Resume Judging**

|  |  |
| --- | --- |
| /10 | Demonstrate a professional and creative style and design on the resume? |
| /15 | Create a personal development statement that describes what they stand for and who they aspire to become as a human being? |
| /10 | Describe educational and professional development? |
| /25 | Describe the skills they have gained through their leadership experiences? |
| /25 | Describe the skills they have gained through their citizenship experiences? |
| /15 | Describe other skills, certificates and honors? |
| /100 | Total |

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments: