

California 4-H Record Book Evaluation – County Level

Member Name: _____ **Club:** _____

Age of Member: _____ *Circle one:* Junior Intermediate Senior
(as of Dec. 31st of 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	
	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? <i>Junior: 250 – 500 words; Intermediate: 500 – 1000 words; Senior: 1000 – 2000 words</i>
	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 (<i>Intermediate & Senior Members</i>)	
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 (<i>Senior Members only</i>)	
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