



2019-2020 County or Club Record Book Evaluation

Instructions to Evaluators

2019-2020 Record Book Sections
PDR (all parts) My 4-H Story APR without the Expression Page LDR (Intermediate and Seniors) Resume (Seniors only)

In order for Record Books to be easily uploaded as a Microsoft Word or PDF file some Sections of the Record Book will NOT be required or be evaluated for the 2019-2020 Record Book Evaluation season:

- Section 5: Collection of 4-H Work
- Project Expression Pages

1. 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.
2. Each book will have one score sheet and one comment sheet.
3. Books should be scored on the following scale
 - 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%.
4. If there is a wide score range between evaluators, you may request another evaluator to read, and score and that additional score is then factored into the final average. Before requesting another evaluator, discuss the scores and try to narrow the score range. Oftentimes there is a misunderstanding of the benchmark or the scoring system and evaluators can self-regulate if they talk to each other about their reasoning for scoring the way they did. The goal is to get your scores to within 3-5 points of one another.
5. Comments should be filled out by each evaluator. There is space on the third page of the scoring sheet to write your comments. Comments from each evaluator may be combined into an overall comment sheet and shared with the participant or the participants could receive a comment sheet from each evaluator.

It is the policy of the University of California (UC) and the UC Division of Agriculture & Natural Resources not to engage in discrimination against or harassment of any person in any of its programs or activities (Complete nondiscrimination policy statement can be found at <http://ucanr.edu/sites/anrstaff/files/215244.pdf>) Inquiries regarding ANR's nondiscrimination policies may be directed to UCANR, Affirmative Action Compliance & Title IX Officer, University of California, Agriculture and Natural Resources, 2801 Second Street, Davis, CA 95618, (530) 750-1343.