

2019-2020 Club Level Record Book Evaluation Form

Youth Name:	Evaluator Name:
Age Group (Junior or Intermediate or Senior):	
Club:	

Scale:
0 = No Evidence
1 = ~ 25%+ of the time or 25% +of the prompt
2 = ~ 50%+ of the time or 50%+ of the prompt
3 = ~ 75%+ of the time or 75%+ of the prompt

Preliminary Information	Score: 0, 1, 2, or 3
Record Book is assembled in the correct order with all parts included.	
Member followed formatting guidelines listed in the Record Book Manual.	

Section 2: Personal Development Report	Score: 0, 1, 2, or 3
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?	

Section 3: 4-H Story	Score: 0, 1, 2, or 3
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?	

Section 4: Annual Project Reports	Score: 0, 1, 2, or 3
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?	

Section 5: Collection of Work (removed for the 2019/2020 program year)

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Section 6: Leadership Development Reports	Score: 0, 1, 2, or 3
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?	

Section 7: 4-H Resume	Score: 0, 1, 2, or 3
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 Points Earned by Youth Member:	
Total possible Points:	
ALL Junior members & Intermediate members without LDR	36 points
Intermediate members with LDR	48 points
Senior members without LDR (Resume Required)	45 points
Senior members with LDR (Resume Required)	57 points

Youth Name:
Award:
Total Points Earn:

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 6: Leadership Development Report (If applicable)

Section 7: Resume (If applicable)