



April 1, 2020

Since its launch in September 2011, the California 4-H Online Record Book (ORB) has sought to provide a 21st Century option for members to keep records of their 4-H work. The specific goals of this tool were to:

1. Use modern technology to provide a more efficient way to keep record book information.
2. Provide a fun and interactive way to log 4-H activities and events.
3. Offer a safe and secure online environment where club members and leaders could connect.
4. Measure the impact that 4-H makes in the lives of youth.

ORB ACCOMPLISHMENTS & CHALLENGES

ORB did accomplish its goal to provide a more efficient way to keep records through its online forms which auto-calculated expense reports, multi-populated entries for various parts of the record book form, allowed for electronic signatures, and converted the completed record book to a .pdf file to save for the members records or to print out. However, due to development challenges related to the platform's infrastructure and programmer capabilities, not all pieces of the record book were ever developed into ORB (ex. Expression Pages), the system could not seamlessly incorporate changes to the record book (ex. Leadership Development Report), and frustrations with the user interface all limited this tool from reaching its full potential. Furthermore, the social media aspect of ORB was only used at a minimal level.

DECISION TO SUNSET ORB EFFECTIVE JULY 1, 2020

These challenges and a rapidly changing technological environment have led UC 4-H to a crossroad. Our options are to either fully rebuild ORB or discontinue its use. Given the costs associated with a complete rebuild of the system, we have made the decision to sunset ORB on July 1, 2020.

Those who are currently using ORB for the 2019-20 program year will have access through December 31, 2020 to complete their record book.

NEXT STEPS FOR ORB USERS

1. If you have completed your record book in previous years, download and save copies of them to your computer before June 30, 2020. Instructions for how to do this can be found at <http://ucanr.edu/sunsetorb2020>
2. Use the paper forms to complete your record book beginning in the 2020-21 program year, which will be available by August 2020. These forms are located at http://4h.ucanr.edu/Resources/Member_Resources/RecordBook/
3. Pass this information on to others that you know are using ORB!

ORB SUPPORT & CONTACT INFORMATION

The goal of the ORB Support Team is to have a successful transition from ORB to paper record book forms. The following contacts and resources are strategically designed to support this transition.



1. **BUG REPORT FORM.** <https://ucanr.edu/survey/survey.cfm?surveynumber=11078>
Use this form to report any technical issues (glitches in the system or a feature that is not working). The support team will review and respond to your submission.
2. **ORB SUPPORT WEBSITE.** <https://ucanr.edu/sites/4horbhelp/>
This site provides both written instructions and how-to videos on how to use various features and make entries in in ORB. This is useful if your entries are not going where you think they should go or you do not know how something should be entered.
3. **ORB SUNSET 2020 WEBPAGE.**
https://ucanr.edu/sites/4horbhelp/ORB_Sunset_Support_Page/
This page has all relevant information and resources related to the sunset of ORB. Timeline, links to resources, an FAQ related to the sunsetting of ORB and regular updates are posted here.
4. State Contact: Scott Mautte. Scott can answer all your non-technical questions related to ORB's sunset. You can reach him directly at 530-341-2810.

Ongoing communication concerning ORB's sunset is available on the ORB Sunset 2020-page, monthly webinars (schedule available on ORB Sunset 2020-page), and on ORB itself.

Sincerely,
Scott Mautte
CA 4-H Online Record Book Statewide Manager
530-341-2810
anrca4horb@ucanr.edu