California 4-H Record Book Evaluation - Club Level
(SPARKS RANK)

Member Name: _____   **Evaluator Initials**_____

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
	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: Sparks Chart Activities and involvement should be appropriate for the age of the member.
	Did the member:
	Record events and activities in the appropriate categories?
	List the date, hours, and what they did for each entry?
	Completed one community service for each rank earned?

_____ **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 or audio/video length? *Written: Junior: 250 - 500 words; Intermediate & Senior: 500 - 1000 words* *Audio/Video: Junior: 1-2 minutes; Intermediate & Senior: 2-4 minutes*
	Follow the 4-H Story formatting guidelines for written story? Audio or Video is clear and understandable, demonstrates skill using the media format?
	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 that shows what knowledge they gained or teaches the reader something?

_____ **Total Section 4**

TOTAL POINTS: _____

Club Record Book Review/Evaluation Sparks Rank
Revised 6/28/2022

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