

Suggested Division of Time for a 90-minute 4-H Project Meeting

Summary & Assignments
10 Minutes

Assign presenters for next meeting. Plan a service project. Promotes Belonging and could be used for Citizenship.

Record Keeping 10 Minutes

Spend a few minutes helping members capture what they did and learned. Great Life Skill!!

Presentations
10 Minutes

Have members give short, simple presentations on topics from other meetings or new information they have researched. Great for building confidence and life skills and developing Independence and Mastery.

Refreshments & Recreation – 5+ Minutes
Promotes a sense of Belonging. It's fun!

Instructional Interest Getter
15 Minutes

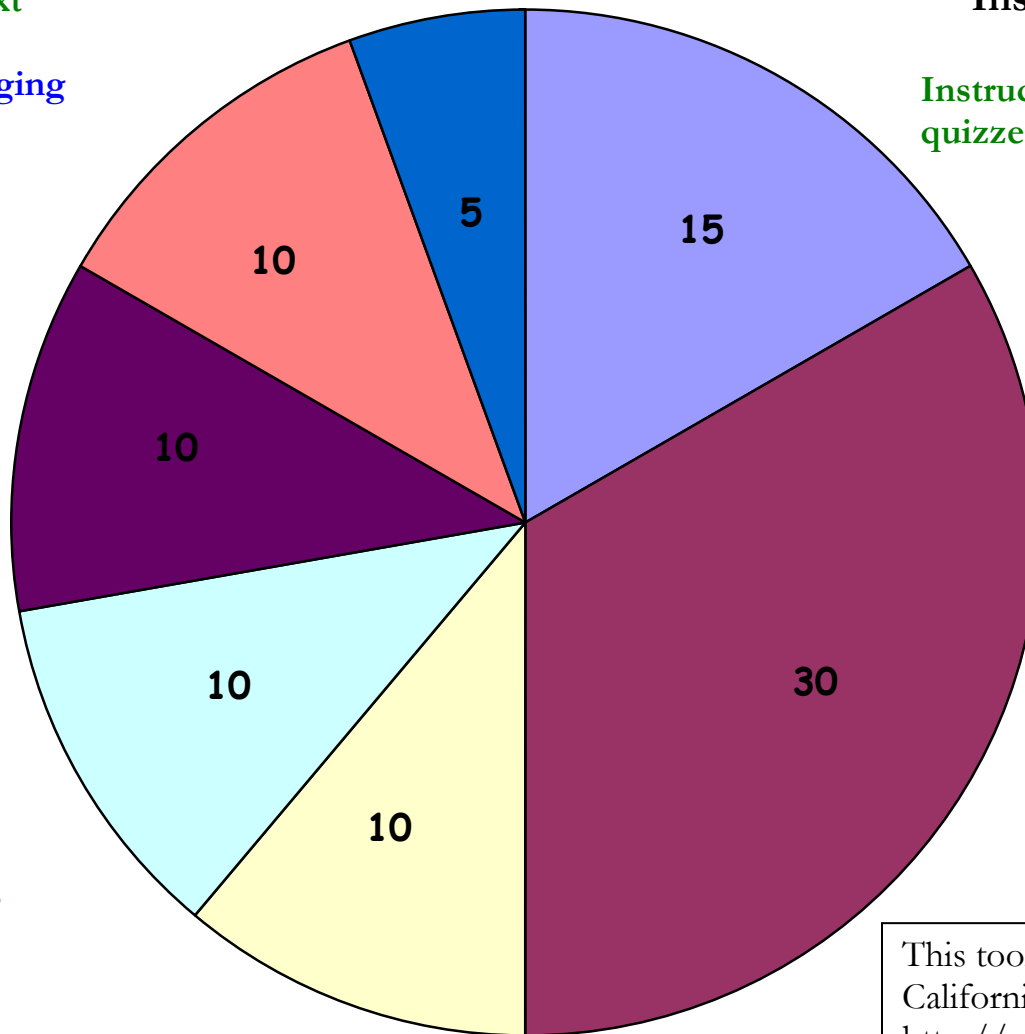
Instruction, videos, demonstrations, quizzes, tours, guest speakers.

Skills Session – 30 Minutes

Hands-on activity in which the members are involved in learning and practicing a new skill. This is the first step of **Experiential Learning** and promotes a sense of mastery and accomplishment. Use experienced members to help less experienced ones to **promote leadership**. Address safety issues at beginning of session.

Discussion – 10 Minutes

Talk about what happened in the skill session. Ask questions to help members think about applying what they learned to future experiences. Promotes a sense of teamwork, belonging and mastery.



This tool is recommend for use with the California 4-H Project Leaders' Digest
<http://ucanr.org/4hdigest>