



AZ4H0902

THE UNIVERSITY OF ARIZONA  
COLLEGE OF AGRICULTURE & LIFE SCIENCES  
**Cooperative Extension**



Revised 11/2023

# Maricopa County 4-H

## Record Book Information

### Title Page

Your Title Page should be done on a separate sheet. It should include a photo of you (preferably doing your project), your name, the year, your club, the county, and a caption for your photo.

### Table of Contents

Your book should have divider tabs that are labeled. Your table of contents should list each of these tabs in order. The tabs should be in the following order: 4-H Story, Photos, Current Year Record Book, past year's record books (Listed by year - most recent first).

### 4-H Story

Write your 4-H story on a separate piece of paper and place it behind your 4-H Story tab. See the following page for more details. Check the rubric for the required length.

### 4-H Photographs

You should include three pages of photographs illustrating different aspects of your 4-H experiences this year. Your photographs should be action oriented and should illustrate learning by doing, contributing, and leading. **Include labels that tell who, what, when and where.** Photographs may not overlap. **Note:** Photographs are limited to 3 single sided pages. Select the photos that are most representative of your 4-H year. Photos may be printed on photo paper and glued/taped onto a sheet of paper, or you may place the photos into a computer program and print them onto a sheet of paper. Please complete on separate pages and place behind the 4-H Story.

# 4-H Story

Write your 4-H story on a separate piece of paper and place it behind the 4-H Story tab.

Your 4-H Story is a very important part of your record book. The 4-H Story is where others will learn about you, what you are like and what type of young person you are. It should reflect your personal feelings about your experiences in the 4-H program during the past year. Do not re-tell the record book forms...expand and explain your personal journey. You may be creative in the way you write about your 4-H year. Personalize your 4-H Story and make your 4-H Story interesting to read.

You may be creative in writing your 4-H Story. Listed below are sample perspectives to follow in writing your 4-H Story. You may use one perspective or a combination of perspectives or choose a unique perspective in writing your 4-H Story.

*Samples: These are not the only ideas but are meant to be sample ideas to get you started.*

**Tell about your 4-H projects.** Explain why you chose those projects; describe some activities you participated in and what the impact was. What challenges and successes did you encounter and how did you deal with those experiences?

**Write your 4-H Story from the point of view of your project.** Put yourself in the place of your project. Tell about your 4-H experiences from your project's perspective. What unique insights did you discover about yourself and your project(s)?

**What has your 4-H experience taught you?** How has 4-H made you a better leader? How has 4-H helped you develop financial management and business skills? How has 4-H encouraged you to make contributions to your community?

**What influence has 4-H had on your career and personal goals?** Write to the four essentials elements of 4-H – Belonging, Independence, Generosity and Mastery. Share specific insights learned in any or all these areas. Give examples where you learned about the essential element. Describe the impact of what you learned.

**Select one specific moment or event from the year.** Describe the scene in detail. Paint a detailed picture using words. Then describe what you learned from that experience and your feelings. Explain why you chose that specific experience.



# Maricopa County 4-H Record Book

Name: \_\_\_\_\_ Male ☐ Female ☐

Date of Birth: \_\_\_\_\_ Parents: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

4-H Club: \_\_\_\_\_

Project	Years in Project

Project	Years in Project

I declare that the information in this record is correct, and all 4-H requirements have been completed, to the best of my knowledge.

Member's Signature \_\_\_\_\_

Parent's Signature \_\_\_\_\_

Leader's Signature \_\_\_\_\_

Leader's Comments

# Goals

At the beginning of your 4-H year, list your goals for all your projects and then decide the steps needed to achieve your goals. When you have completed your projects, record if you accomplished your goal and explain why or why not.

Goals (What do you want to make, learn, or do in this 4-H project?)	What steps are needed to reach your goals?	Did you accomplish your goal? Explain

(Add more pages if needed)

# 4-H Leadership

List any 4-H leadership experience(s) that you have had this year. Examples: Elected or appointed office held, committee member, teen leader, helping younger members, Camp Counselor, Fair Board, or any role(s) that involved development of leadership skills.

The level should be "L" = Local Club, "C" = County, "S" = State, "R" = Region, "N" = National

Leadership Role	Organization	Level	Description

(Add more pages if needed)

# 4-H Communication Skills

Record on this page your 4-H demonstrations, illustrated talks or prepared talks and speeches. Also record any showmanship or speaking to the public. Writing can also be considered communication. Include how many times you did that type of communication and where it took place. "Where" should be "L" = Local Club, "C" = County, "S" = State, "R" = Region, "N" = National.

Date(s)	Title	Description	How Many	Where

(Add more pages if needed)

# Citizenship/Community Service

List any Citizenship or Community Service experience(s) that you have had this year.

Citizenship is civic involvement with a focus on the well-being of a group. Community Service is providing service to members of the community.

Date(s)	Group Conducting Project	What did you do? Description.	Hours Spent

(Add more pages if needed)

# 4-H Contests, Activities, and Events

List any 4-H contests, activities, and events you attended or participated in this year.

Examples: Camps, classes, clinics, workshops, field days, exchanges, fair, parade, show, etc. or other unique events such as National 4-H Congress. Summarize exhibits, judging contests, showmanship contests by event. For Example: Maricopa County Fair (don't list each entry).

Date	Contest, Activity or Event	Description

(Add more pages if needed)



## 4-H Meetings and Project Work

List any 4-H meetings (Business, Project, Planning, Committee, etc.) you attended or participated in this year. Include what you did or learned at each meeting (led pledges, made motion, gave report, etc.) Also, list any project work you did outside of meetings.

Date	Meeting	Description

(Add more pages if needed)

# 4-H Recognition

Record significant and notable honors, awards, ribbons, and recognition received this year.  
List the most significant and most important honor first.

Recognition	Description

(Add more pages if needed)

# Inventory

Record here items that were used to complete your project(s). This includes items you already had as well as items you purchased this year. Animal projects should include animals, feed, daily equipment, show supplies, etc. Non-animal projects should include materials like a computer, specific art supplies, costumes, ingredients, etc. Place the quantity of each item in the box(es) that apply to that item. You may check more than one box.

Item	Had this item at the beginning of project	Used all the item or sold it during the project	Had this item at the end of the project	Estimated Value
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

(Add more pages if needed)

# Income and Expense Record

List any supplies (animals, feed, materials, ingredients, tools, etc.) and fees (fairs, 4-H dues, shows, etc.) that you spent on your projects this year. List any income (animal sales, contest premiums, sales of goods or services) you earned this year.

Date	Item(s)	Income	Expense
Totals			

(Add more pages if needed)

# Reflections

At the end of your 4-H year, use this form to express what you have learned along the way.

What did you learn this year about your project(s)?

What did you learn this year about yourself?

What would you do differently?

Which projects will you take next year? \_\_\_\_\_

Why?

How much did your project(s) cost? (Expenses – Income = Cost of the project(s))

\_\_\_\_\_

How did you pay for the project(s)?

Which skills do you feel you improved on during this project(s)?

Planning finances

Using time wisely

Treating people with respect

Contributing as a team member

Following through on commitments

Accepting responsibility

Making healthy choices

Avoiding risky behaviors

Leading a group

Thinking before acting