

4-H Achievement Book

(Not a State Fair Project)

(To enroll in the 4-H Achievement project, select Leadership: 4-H Achievement Book in 4HOnline.)

Your 4-H Achievement Book is an organized presentation of what you have learned and accomplished in 4-H. When accurately kept and carefully assembled, it is a useful tool for determining your own progress and personal growth. Your 4-H Achievement Book should be neat, complete, and organized in a logical sequence with repeating kept to a minimum. This happens as the result of careful planning.

The Three Purposes of Your 4-H Achievement Book are:

Your record tells your 4-H story for awards and recognition. Be sure it represents you! It serves as a record of your 4-H experiences and cherished memories of your 4-H days. To help make the transition in constructing a 4-H Resume for State 4-H Trips and Scholarships.

Build Your Record By:

- Carrying the number of projects that seem wise for you, taking into consideration your school, church and other community activities.
- Taking part in various 4-H Club activities.
- Collecting and saving clippings, pictures, record books and other materials that relate to your 4-H activities.
- Keeping all your materials in a special "4-H Box".
- Entering your 4-H Achievement Book for competition in the County Fair.

Help Younger Members By:

- Encouraging them to keep their 4-H record books, clippings, and pictures in their own "4-H Box".
- Acquaint them with a 4-H Resume.
- Encourage them to construct their own 4-H Achievement Book.

What to Exhibit:

- All divisions will exhibit the same the same project. The project will be judged in divisions as Beginner (Grades 3, 4 & 5), Intermediate (Grades 6, 7 & 8), and Advanced (Grades 9, 10, 11 & 12). Although all members will be required to complete the same activities, it should be noted that the complexity of the exhibit should increase as the member ages. For first year members you will not have information to fill in all categories, this will be taken into consideration during judging. Suggestions on completing a first year 4-H Achievement Book would be to include Mini 4-H Activities, spotlight this year's project, or include a future plan for your 4-H career.
- An 8 ½ X 11 three-ringed binder should be used for your 4-H Achievement Book. Be sure to title the book "My 4-H Achievement Book".
- Your 4-H Achievement Book can be assembled in any manner you choose, but for each year it should contain the following: (make sure it is easy to distinguish what year you are reporting on for each entry)

- A. An introduction of yourself which includes a current picture of yourself, age, years in 4-H, grade in school, what school you attend and what 4-H Club you are a member of.
- B. List of projects enrolled in. For each project list what you learned, what you did and what you exhibited. Try to use numbers to show how much, or how many articles made, dishes prepared, animals raised, project activities completed. List profit or loss, if you can apply it to your projects.
Example:
- Photography – Learned to use a flash for taking pictures indoors
Took 80 photographs
Exhibited 10 colored photographs on a poster board
 - Foods – Learned how to properly set a table
Set the table 20 times for my family.
Prepared salad and drinks 10 times for my family.
Made 5 dozen cookies, bar and drop varieties.
Exhibited 6 chocolate cookies at the fair
- C. Club Membership & Activities. List 4-H Offices held and committees you served on. List the things your club or group did at your meeting and activities. List citizenship and community service activities your club participated in. Make sure to tell what your responsibility was for each entry. Example:
- Refreshment Committee – To bring drinks for all members and leaders. To serve members at the meeting, and to clean-up after the meeting.
 - Club Bake Sale, made 3 dozen brownies; competed in 4-H Olympics at the fair; held demonstrations by members at each meeting. I gave a demonstration on Assembling a Poster.
 - Picked up trash at the fair. Held a can food drive at our November meeting. Bought gifts for a child off the Angel Tree. I participated in each event, and asked extended family members for can goods for the food drive.
- D. 4-H Workshops and Demonstrations. List 4-H workshops, field trips, clinics, judging events that you participated in. List demonstrations, talks/speeches, radio or television appearances, or newspaper articles you've written about your 4-H projects. Make sure to designate the level of participation with the appropriate letter: Local Club (L); County (C); Area (A); State (S); National (N). Example:
- Toured photo-processing shop with my family. (L)
 - Attend Project Workshop Day (C)
 - Participated in Spring Judging (C)
 - Gave a talk about photo-processing shop tour to club with 23 present. (L)
- E. 4-H Camps and Trips Attended. List all camps or trips you attend through 4-H. Example:
- Attended 4-H Camp, served as Cabin Counselor.
 - Attended Animal Science Workshops, Beef Section
- F. Awards. List ribbons, Champions, Grand Champions, Herdsmanship, Showmanship, Project Specific awards or recognition your have received.

Make sure to designate the level of participation with the appropriate letter: Local Club (L); County (C); Area (A); State (S); National (N).

Example:

- Spring Judging – 1st Gardening, 2nd Foods (C)
- Photography – Blue; Crafts – Blue, Reserve Champion, State Fair Entry; Poultry Meat Pen – Red; Poultry Exhibition – Blue, Champion, Reserve Grand Champion (C)
- Poultry Herdsmanship (C)
- Awards Banquet - \$5 Award (C)

G. General 4-H. List how you have helped other 4-H'ers with their 4-H projects. Make sure to include how you helped them and the number of members you assisted. List things you have done to promote 4-H.

Example:

- Helped 1st year member set up for a foods demonstration.
- Showed 6 members how to complete their 4-H Green Record Book
- Participated in 4-H Window Display with Club.
- Made posters to hang in classroom promoting 4-H.

H. List your individual participation in school, church and community organizations other than 4-H. Make sure to include participation, leadership roles, and honors received. Example:

- Church – Received Sunday School Perfect Attendance Award; Member of Sr. Youth Group, Played on church softball team.
- School – Participated in County Spelling Bee; Member of Basketball Team
- Community – Participated in United Way Day of Caring
- Other – YMCA Soccer, Steps Dance Center Tap Class.

I. Photographs that highlight your projects or activities in 4-H. They may be individual photos or a sequence. They may also show honors and recognition received, special practices followed and year to year progress. Make sure to caption the picture in some fashion.

J. News clippings that highlight your projects or activities in 4-H. Newspaper photographs should have a white dot above your picture to distinguish you from a group. In written news releases underline your name in red. Put the date the event took place under or to the side of each clipping.

K. A General Record Sheet should be placed in your Green Record Book and presented at project check-in.