



HOW TO DO YOUR RECORD BOOK

All members are expected to complete a record book as a requirement for receiving end of the year awards to be given at Recognition Event. Although just a few pages are required we encourage all youth to add the optional information also.

WHAT'S INCLUDED IN A RECORD BOOK

Assemble your record book in this order, place current years information in the front of your book on top of the previous year's information. Please include all previous year's records in your book. The Annual Report and Exhibit Record are required to receive your awards. If you are in shooting sports your Shooting Sports Record page is required also.

- Record Book Cover (available at the Extension Office)
- 4-H Members Annual Report, Exhibit Record & Shooting Sports Page
- Accumulative Records
- 4-H Story (*Tell about your year and include your favorite things you did.*)
- Photos
- Newspaper Clippings
- Records from previous years

Annual Report, Exhibit Record & Shooting Sports Page

This report includes information about the member, club, their participation and exhibits they did. Check if you are a member of a club, special interest club (shooting sports & horse) or are an independent member. Just use 1 form even if you belong to more than one club. The Club officers are officers from your Primary Club you belong to. If you are an officer for another club, please include that in the space where it lists other clubs you belong to and if you are an officer for any other clubs. Please fill in what meetings or events you attended and how you participated. For the Exhibit Record, list the placing's you received on the county and state level. The Shooting Sports page is a record of what disciplines you participated in and the scores and ribbons you received

Accumulative Records

These are records for youth-in-action activities, so it is easy to look back on. You use these same record sheets each year and these sheets move to the front of your book each year and go behind your Annual Report and Exhibit Record sheets.

4-H Story

Your 4-H Story should be a summary about your 4-H activities you did for the year. Include how you participated in club activities, learning experiences and your plans for next year. You may type this on your computer. Your book should be neat and have correct spelling and grammar.

Photos

You should include photos of yourself to show how you participated in 4-H for the current year. You may do these on the computer or mount photos on plain white paper. Include captions telling about your photo. Only use photo's that include you or you and other 4-H'ers. If there are more people in your photo identify yourself.

Clippings

Include clippings that pertain to your 4-H activities. This includes minutes from meetings. Highlight your name in the article. Do not include clippings of other 4-H'ers unless you were part of the activity. Mount clippings on paper so they are easy to read.

JERAULD/BUFFALO COUNTY



4-H MEMBER'S ANNUAL REPORT



October 1, 2022 to September 30, 2023

NAME: _____

ADDRESS _____ ZIP _____

AGE: (on January 1 of current club year) _____ BIRTHDATE: _____

YEARS IN 4-H: (include present year) _____ AGE DIVISION: _____

I am a: (check all that apply)

___ Member of 4-H Club ___ Member of Special Interest 4-H Club/s ___ Independent Member

NAME OF PRIMARY 4-H CLUB: Prairie Hills 4-H Club _____

PRIMARY CLUB OFFICERS:

PRESIDENT _____ VICE PRESIDENT _____

SECRETARY _____ TREASURER _____

REPORTER _____ FLAG BEARER/Photographer _____

OTHER CLUBS I AM A MEMBER OF:

OTHER CLUB OFFICER I SERVE AS:

Club _____ Office _____

Club _____ Office _____

My Club Goals:

My Personal Goals:

4-H Meetings/Activities I attended

MONTH	ATTENDED CLUB MEETING	HOW I PARTICIPATED IN THE MEETING/EVENT OR OTHER ACTIVITIES/EVENTS I ATTENDED FOR THIS MONTH
October		
November		
December		
January		
February		
March		
April		
May		
June		
July		
August		
September		

4-H Committees I served on this year:

I was involved in the following church, school and other community activities:

4-H record keeping is a life skill. Your 4-H record is an organized presentation of what you have learned and accomplished in 4-H. It is a useful tool for determining your own progress and personal growth. All members are expected to complete a record book as a requirement for receiving end of the year awards to be given at Recognition Event. Although just a few pages are required we encourage all youth to add the optional information also.

WHAT'S INCLUDED IN A RECORD BOOK

Assemble your record book in this order, place current years information in the front of your book on top of the previous year's information. Please include all previous year's records in your book.

- Record Book Cover
- 4-H Members Annual Report & Exhibit Record **(REQUIRED)**
- 4-H Members Shooting Sports Record **(REQUIRED for shooting sports youth)**
- Accumulative Records
- 4-H Story **(Include your club goals and your personal goals.)**
- Photos
- Newspaper Clippings
- Records from previous years

Statement by 4-H Member

I have personally prepared this report and believe it to be correct

Date: _____ Signature of 4-H Member _____

Approval of this report

I have reviewed this report and believe it to be correct

Date: _____ Signature of Parent/Guardian _____

