



UConn 4-H RECORD KEEPING



YEARLY 4-H MEMBER ACTIVITY RECORD

The Yearly 4-H Member Record is a “snapshot or summary” of your entire 4-H year. List your 4-H activities for this year only. Record your activities at the time you do them. Keep this Yearly Record with your project records. Use only one Yearly Record for each 4-H program year even though you may be in more than one club and have more than one project.

Name _____ 4-H Program Year _____ Age _____

Years enrolled in this project, including this year _____

	# Meetings Held	# Attended
Club#1 _____	_____	_____
Club#2 _____	_____	_____
Independent member _____		

GENERAL 4-H GOALS- In addition to project goals, 4-Hers, to be members in good standing, should have a goal related to their general 4-H involvement. **DO NOT** choose a goal related to your specific project. Check one or more of the goals listed below or choose your own and explain how you are going to achieve it. Check in the Record Keeping Fact Sheet for tips on creating SMART goals.

My general goal for 4-H this year is _____ (check one)

<input type="checkbox"/> Public speaking	<input type="checkbox"/> Leadership	<input type="checkbox"/> Community Service
<input type="checkbox"/> Club participation	<input type="checkbox"/> Fair participation	<input type="checkbox"/> 4-H promotion
<input type="checkbox"/> Teen leadership	<input type="checkbox"/> Other _____	

Write your general 4-H goal:

This year, I am going to meet this goal by:

LEADERSHIP- List your leadership experiences in 4-H. Include offices you have held or committees you have served on and the role you held within each committee (i.e. member, chair, etc.). Include the time you spent preparing for your event or experience.

Date	What did you do?	Role	# of hours spent

PUBLIC SPEAKING- List this year's 4-H demonstrations, speeches, power points, illustrated talks, radio, and/or television appearances. Only list presentations conducted during this 4-H year.

Date	Title Of Your Presentation	Where Did You Do Presentation

4-H MEMBER FINANCIAL SUMMARY- This sheet shows a “snap shot” of the expenses and income for all your projects this 4-H year. For instance, if you are reporting two projects, one heading might be "horse" and one might be "clothing". If you only have one project- just list that project. Transfer the summary totals from the individual project record sheets. Add more sheets if necessary.

Project	Project Income	Project Expenses	Profit/Loss	Comments
Total				

4-H COMMUNITY SERVICE- I did the following to help my community. Include preparation time for the event or experience, if any. Include only 4-H related community service.

Date	What did you do?	Describe your participation (leadership or participant, if leadership be specific)	# of hours spent

COMPETITION and RECOGNITION- List special club, county, state or national awards received during the current 4-H year. This may include awards for the previous year's accomplishments. Also list your participation at any shows or fairs attended with your project(s) during the year. Complete this section throughout the year. Include awards received for your 4-H project at non-4-H events and 4-H events. Copy & attach extra pages if necessary.

Date	Name of Event	Award/Placings

OTHER 4-H PARTICIPATION and PROMOTION- in any other club, county, regional, state or national activities. Don't forget activities such as judging activities, clinics, exhibits, workshops, tours, conferences, camp, 4-H fundraising, shows, exhibiting/volunteering at the 4-H Fair or participating at Eastern States, and attending conferences such as Citizenship Day, Washington Focus, or Teen Connection. This section may also be used to document projects that are not in-depth projects.

Date	What did you do?	Describe your participation (leadership or participant, if leadership be specific)

4-H STORY- Write a story telling what 4-H has meant to you this year. Include some of the things you have learned and some of the things that have been the most fun. Tell how you have helped others by being a 4-H member. Share how you have used things learned in 4-H in school or in non 4-H activities. What has your 4-H project taught you?

____ This Yearly Record and these Project Sheets were written by the member and are believed to be accurate.

____ This Yearly Record and these Project Sheets were dictated by the member and are believed to be accurate.

____ Date _____ Member _____ Date _____ Parent/Guardian

____ Date _____ Leader

Support Materials: You may include additional materials including pictures and newspaper clippings to help tell your story (maximum of 5 single sided pages).