#### 4LD-05RB

# Kentucky Junior 4-H Achievement Report This form must be in the member's own handwriting.

Name	County		
Address		Zip Code	e
Parent or guardian		Birth date	
Project/activity for which this record is a	submitted		
I have personally prepared this report ar	nd believe it to be correct.		
Date Member			*Grade
$\ast$ Grade in school on January 1 of this year.			
We have reviewed this report and believe	e it to be correct.		
Date Parent Date	e Leader D	Date Extension Agen	nt

#### **SECTION I - EXPERIENCES IN 4-H LEADERSHIP**

#### A. Elected/Appointed Leadership

List 4-H offices you have held and committees on which you have served. Designate level of participation and give your specific responsibility. Levels: L-local or club, C-county, D-district or area, S-state, N-national, I-international.

Year (	Office or Committee	Responsibility	Level
1987	<b>Recreation</b> Committee	Plan recreation for meetings	L
1988	Secretary	kept meeting and membership records	L
Year (	Office or Committee	Responsibility	Level

# **B.** Other Experiences in 4-H Leadership

Give the number of members in the 4-H club or group with whom you worked, the number you assisted and your specific responsibility. List by year, first year first.

<b>Example:</b> Year	No. Assisted	Responsibility As Leader
1987	2	Gathered materials to do projects
1988	2	Showed how to letter demonstration posters
Year	No. Assisted	Responsibility As Leader

# C. 4-H Promotion Leadership

List things you have done, such as presentations before organizations, radio and TV appearances and other activities, to promote 4-H. Designate level of participation and give your specific responsibility.

Year	Type of Promotion	Responsibility	Level
1988	Speech-"What is 4.H?"	Gave speech to Kiwanis Club	
		having 37 members	L
1988	Newspaper	Wrote article - "How to Join 4-4"	С
Year	Type of Promotion	Responsibility	Level

# SECTION II - CITIZENSHIP/COMMUNITY SERVICE

### A. 4-H Citizenship/Community Service

List by year your citizenship/community service experiences. Include activities that contribute to the welfare of your club or group members, other individuals, or community. Indicate the size and scope of what you did.

Citizenship can be defined as acting as an individual or within a group with informed concern for self and others. Helping and assisting are important. You can provide some leadership, but it is not required. DO NOT DUPLICATE ITEMS LISTED IN LEADERSHIP.

Community service is what you do as an individual or within a group to help your community. Helping your family is not community service. List only the information called for under each heading. The heading *Your Involvement* asks for a specific designation: Y-performed yourself; G-gave primary leadership to a group; M-was a member of a group. Remember you may learn as much from helping one or two people as 50. Be specific about what you did.

Example	2:		Your
Year	Activity	Size/Scope of What Was Done	Involvement
1987	Party-Nursing Home	Made - Served Cookies - 50 people	G
1988	Labor Day-Safety	Served refreshments to	
		185 travelers	G
1988	Cared for	Mowed twice-watered flowers 5	
	Neighbor's yard	times while neighbor was ill	Y
Year	Activity	Size/Scope of What Was Done	Your Involvement

# B. Experiences in School, Community and Civic Activities.

Summarize your leadership experiences in programs other than 4-H including church, school and community activities. Report participation, special leadership roles, recognition and membership.

<b>Example:</b> Year	Place	Participation
1987	School	Captain of Soccer Team
1988	School	5th grade winner of Citizenship Essay Contest
Year	Place	Participation

### **C. Other 4-H Experiences.**

Include participation in local, county, area or state groups, events, camps and other activities which are not listed elsewhere in this report.

Year	Activity	Level	What I Learned	Award (if any)
1987	4.H Camp	D	To swim, folk dance,	Swimming
			identify trees	Certificate
1988	Poster	С	To letter neatly, select	Blue Ribbon
	Contest		colors easy to read	
Year	Activity	Level	What I Learned	Award (if any)

# SECTION III - EXPERIENCES IN 4-H PROJECT

Complete this section for the project you are entering. Summarize your main 4-H project experiences in the designed places on this form. Do not add extra pages for this project. In parts B and C, indicate the level and amount of participation by letter and number. For example, L3 C1 D1 indicates participation three times on the local level, once on the county level and once on the district or area level.

# A. Project Summary Size and Scope

Include a summary (outline) of all work done in this project. This may include size (quantity), scope (growth and variety), and income or savings, if applicable. Do not list project-related activities which are asked for in other sections of this report. List by year, first year first. The information for this section should be a summary of all project records in this project. Plan the use of space carefully and leave room to add information for the rest of the years you will be a junior in this project. Put totals in pencil and adjust yearly as appropriate.

Product	1988 199	89 Total
meals Planned	39 +	= 39
Complete Meals Prepared	52 +	= 52
Separate Dishes Prepared		
Fruit + Vegetable Group	167 +	= 167
Bread + Cereal Group	71 +	= 71
milk Group	38 +	= 38
Meat Group	32 +	= 32
GRAND TOTAL Meals + Separate Dishes Prepared		399

Size and Scope

# **B. Learning Experiences in This Project**

List your participation in demonstrations, talks, exhibits, radio and television appearances, newspaper articles written, tours, camps, judging events, field trips, or other learning experiences in this project.

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	tions and Talk			_		_		-
Year	Title	Number in	n Audience	Lev	vel Ti	mes Give	en	Award
Total								
<b>Exhibits</b> Year	Title	What was	Exhibited			Level(s)	)	Award
Total								
Judging Ev								_
Year	Event					Level(s)		Award
Total								
		Newspaper Art						
Year	Radio, TV	, Newspaper	Topic	Level(s)		Award		
Total								
<b>Field Trips</b>	, Tours, Works	hops, etc.						
Year	Type of E	xperience		Topic	Level(s)		Number	of Times

# C. Knowledge and Skills Acquired in This Project

Summarize the most important knowledge and skills you have acquired in this project. Review your project manual and any notes you have kept on this project. The first example below tells information or knowledge that was learned. The next two examples show that knowledge and skills have been developed. The last example shows what you have learned in citizenship. List what you have learned by year. List the first year first. Include what you have learned related to citizenship and leadership in this project.

# Example:

Year	Where Learned	What I Learned
1988	L,C	To read and understand food labels
1988	L	To measure correctly
1989	L	To use a microwave oven safely
1989	C	To serve food at a community meeting

Year	Where Learned

What I Learned

#### **Tips for Effective Record Keeping**

The 4-H Achievement Report Form and Supplement(s) should be a history of your 4-H work. Include all projects and activities. Citizenship and leadership skills are important to all 4-H'ers. When you first join 4-H, you may not have a lot of citizenship or leadership experiences, but try to participate in a few programs or activities each year. Ask your leader, family and other 4-H'ers for suggestions of things you can do.

Project and activity records are the source of most information for the achievement record. Complete and keep the records for all projects and activities. This will make it easier to complete the achievement record.

Getting organized will help you keep accurate and complete records – an important part of helping you tell others what you have done in the project. Use the following ideas to design a record-keeping system that works for you. • Use a card file or recipe file. Make sections for each project and activity, and for leadership and citizenship. When you do something in 4-H, write it on a card or slip of paper and file the card in the box. For example write: Jan. 10, 1988 made 3 dozen peanut butter cookies for a 4-H Council meeting. When you are ready to put this information on the project record, take out the cards and group them by what was done. For example, you may have made peanut butter cookies on three different occasions. Total the cards and transfer these numbers to the project record.

• Keep a diary. Write in what was done on a daily basis. When project records are due, take the information from the diary, summarize it and put it in the project record.

• Keep a monthly calendar. In the blocks, write what was done each day. Summarize this information on the project record.

• 4-H Memory Box. Ribbons (with when and why they were received written on the tag), news articles (date each article) and project pictures should be kept together. These may help you remember some things that aren't recorded elsewhere. Ribbons and news articles do not go in the record but project pictures do. Have pictures made that show you actively participating in your projects and other 4-H activities.

• If you have a computer, set up a system to keep your information there.

In addition to the achievement record form, most achievement records include project pictures and a 4-H story. Check county and area competition requirements with your Extension 4-H agent.

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