

4-H GENERAL RECORD SHEET

20__ Harrison COUNTY

Each year, you will complete **ONLY** this **ONE** record sheet packet for **ALL** of your 4-H projects. Place it in the front of your record book for superintendent to verify completion at project check-in.

Member Name	Club Name
Grade	Years in 4-H
Parent Signature	Leader Signature

	Division or Project Year	Project	Activities Completed in Manual	Leader's Signature	Project Superintendent to initial at check-in
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

A. PROJECTS TAKEN

DIRECTIONS: List **EACH** project you completed this year.

****Project Superintendent initials will be completed when you check in your exhibit****

*****TOTAL NUMBER OF PROJECTS YOU COMPLETED THIS YEAR = _____PROJECTS*****

Use additional sheets for Sections A or B, if needed. Copies will be available at the extension office or
Make your own copies using these sheets

A. EXPENSE RECORD

DIRECTIONS: For **EACH** project you completed this year, list any costs you had in the table below. This could include paying for your animal, its food, poster supplies or any other project materials you buy. Also list the number of hours you worked on each project.

	PROJECT NAME & EXHIBIT	ITEM(S) PURCHASED	HOURS SPENT ON PROJECT	COST OF PROJECT
EX.	WEATHER - POSTER	POSTER BOARD, SLEEVE & SCRAPBOOK PAPER	3 HOURS	\$6.00
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

****TOTAL NUMBER OF HOURS SPENT COMPLETING PROJECTS= _____ ****

***** TOTAL COST OF ALL YOUR 4-H PROJECTS THIS YEAR = \$ _____ *****

B. GOAL SETTING

DIRECTIONS: What 4-H goals did you reach this year? List **AT LEAST** one or more of your projects or activities and share **AT LEAST** one goal for each project or activity you listed. You may list **UP TO FIVE** projects or activities. The examples below show you how to complete this section.

EXAMPLE PROJECT:	Horse
GOAL:	Selecting a champion horse to show.
ACTION:	I bought a new horse after looking for several weeks.
EXAMPLE PROJECT:	Crafts
GOAL:	To learn how to make a blue ribbon basket.
ACTION:	I bought basket making supplies and made one with my mom’s help.

YOUR GOAL SETTING THIS YEAR:

PROJECT/ACTIVITY:	
GOAL:	
ACTION:	

PROJECT/ACTIVITY:	
GOAL:	
ACTION:	

PROJECT/ACTIVITY:	
GOAL:	
ACTION:	

PROJECT/ACTIVITY:	
GOAL:	
ACTION:	

PROJECT/ACTIVITY:	
GOAL:	
ACTION:	

TOTAL HOURS SPENT WORKING ON YOUR 4-H GOALS THIS YEAR = _____ HOURS

C. SKILLS LEARNED

DIRECTIONS: Circle **ALL** the skills you used/learned in 4-H this year on the table below. Circle **ONLY** the non-shaded skills listed.

MANAGE- MENT SKILLS	LEADER- SHIP SKILLS	COMMUNI- CATION SKILLS	CREATIVE SKILLS	FINANCIAL SKILLS	ANALYTICAL & THINKING SKILLS	PERSONAL DEVELOPMENT SKILLS	TECHNICAL OR DETAIL SKILLS
Time Mgmt..	Directing Others	Speaking	Building	Budgeting	Problem Solving	Dependability	Repairing
Planning	Leadership	Listening	Creativity	Managing Money	Reasoning	Dedication	Operating Equipment
Meeting Deadlines	Citizenship	Asking	Gluing	Purchasing	Decision Making	Responsibility	Using Computers
Organizing	Helping	Reasoning	Neatness	Record Keeping	Trouble Shooting	Drive and Determination	Typing
Monitoring	Negotiating	Writing	Cutting	Balancing a Checkbook	Following Directions	Learning through Community Service	Measuring
Prioritizing	Delegating	Demonstrating	Designing	Tracking Profits	Selecting or Evaluating	Making Friends	Classified Specimens
Feeding	Motivating	Publicized	Positioning	Calculating	Reading	Loyalty	Sewing
Scheduling	Supervising	Recruiting	Printing	Auditing	Researching	Honesty	Mixing
Ordering and Buying	Promoting	Advising	Performing	Appraising	Diagnosing	Making Ethical Decisions	Formulating (rations)
Planting	Completing a Task	Working in a Team	Cooking	Learning to Watch Costs	Organizing	Perseverance	Training Animals
Goal Setting	Being a Role Model	Using Non-Verbal Communication	Soldering	Comparing Costs	Analyzing Project Details	Caring for Others	Welding
Safety	Encouraging	Teaching	Focusing	Saving	Using Judgment	Valuing Others' Differences	Assembling

D. HOW DID YOU LEARN?

DIRECTIONS: Describe how you learned eight of the skills you circled. The examples below show you how to complete this section.

EXAMPLES:

SKILL: <u>Responsibility</u>	How Obtained/Improved: <u>Fed and cared for animals daily.</u>
SKILL: <u>Meeting Deadlines</u>	How Obtained/Improved: <u>Turned in project work on time.</u>
SKILL: <u>Speaking</u>	How Obtained/Improved: <u>Gave club demonstration on pottery.</u>
SKILL: <u>Dependability</u>	How Obtained/Improved: <u>Attended every 4-H meeting on time.</u>
SKILL: <u>Dedication</u>	How Obtained/Improved: <u>Walked lamb 1 mile/day every day.</u>
SKILL: <u>Repairing</u>	How Obtained/Improved: <u>Repaired fences in barn lot.</u>
SKILL: <u>Problem Solving</u>	How Obtained/Improved: <u>Interpreted model directions for model.</u>

1. SKILL: _____ How Obtained/Improved: _____

2. SKILL: _____ How Obtained/Improved: _____

3. SKILL: _____ How Obtained/Improved: _____

4. SKILL: _____ How Obtained/Improved: _____

5. SKILL: _____ How Obtained/Improved: _____

6. SKILL: _____ How Obtained/Improved: _____

7. SKILL: _____ How Obtained/Improved: _____

8. SKILL: _____ How Obtained/Improved: _____
