

Kentucky Junior 4-H Achievement Report

This form must be in the member's own handwriting.

Name _____ County _____

Address _____ Zip Code _____

Parent or guardian _____ Birth date _____

Project/activity for which this record is submitted _____

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

Date Member _____ *Grade _____

* Grade in school on January 1 of this year.

We have reviewed this report and believe it to be correct.

Date Parent _____ Date Leader _____ Date Extension Agent _____

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.

Example:

Year	Office or Committee	Responsibility	Level
1987	Recreation Committee	Plan recreation for meetings	L
1988	Secretary	Kept meeting and membership records	L

Year	Office or Committee	Responsibility	Level

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.

Demonstrations and Talks

Year	Title	Number in Audience	Level	Times Given	Award

Total

Exhibits

Year	Title	What was Exhibited	Level(s)	Award

Total

Judging Events

Year	Event	Level(s)	Award

Total

Radio/TV Appearances, Newspaper Articles

Year	Radio, TV, Newspaper	Topic	Level(s)	Award

Total

Field Trips, Tours, Workshops, etc.

Year	Type of Experience	Topic	Level(s)	Number of Times

Total

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.