

## California 4-H Historical Record Book Evaluation – Club Level

Member Name: \_\_\_\_\_ Evaluator Initials \_\_\_\_\_

Age of Member: \_\_\_\_\_ Circle one: Junior Intermediate Senior  
(as of Dec. 31st of program year)

Total Points Earned: \_\_\_\_\_ Total Points Possible: \_\_\_\_\_ Award: \_\_\_\_\_

Scale: 0=no evidence 1=minimal evidence 2=moderate evidence 3=strong evidence

Section 1: Preliminary Information	
	Record Book is assembled in the correct order with all parts included.
	Member followed formatting guidelines listed in the Record Book Manual.

\_\_\_\_\_ Total Section 1

Section 2: Personal Development Report	
Activities and involvement should be appropriate for the age of the member. <b>Skip section if member already has a Platinum Star Rank.</b>	
<b>Did the member:</b>	
	Record participation both inside and outside of 4-H?
	Record events and activities in the appropriate categories?
	List the date, hours, level of participation, activity description, and location for each entry?
	Record events and activities only once?

\_\_\_\_\_ Total Section 2

Section 2 Alternate: <b>Personal Development Report for Platinum Members score these 2 items only. Skip for all other members.</b>	
<b>Did the member:</b>	
	Serve in age-appropriate leadership roles in project, club, county, or higher level?
	Participate in civic engagement and community service activities to benefit the community?

\_\_\_\_\_ Total Section 2 Alternate

Section 3: 4-H Story	
The 4-H Story gives the reader an opportunity to get to know the 4-H member and to read about project activities, leadership and citizenship experiences, both in the 4-H program and in school and community.	
<b>Did the member:</b>	
	Meet appropriate 4-H story word counts? <i>Junior: 250 – 500 words; Intermediate: 500 – 1000 words; Senior: 1000 – 2000 words</i>
	Follow the 4-H Story formatting guidelines?
	Reflect on 4-H experiences from the current 4-H year?

\_\_\_\_\_ Total Section 3

<b>Section 4: Annual Project Reports</b>	
Project skills and experiences should be appropriate for the age of the member.	
<b>Did the member:</b>	
<input type="checkbox"/>	Complete at least one APR form?
<input type="checkbox"/>	Record all required information: date, time, level, location, and learning experience?
<input type="checkbox"/>	Include project financial records of expenses and income/value?
<input type="checkbox"/>	Complete an expression page for each APR that shows what knowledge they gained or teaches the reader something?

\_\_\_\_\_ **Total Section 4**

<b>Section 5: Collection of Work</b>	
<b>Did the member:</b>	
<input type="checkbox"/>	Select examples of current year's 4-H work that enhance records in the PDR and APR?
<input type="checkbox"/>	Include flyers, brochures, pictures and letters that represented 4-H activities and experiences?

\_\_\_\_\_ **Total Section 5**

**This section is only scored for Intermediate and Senior members with Leadership Reports**

<b>Section 6: Leadership Development Report (<i>Intermediate &amp; Senior Members</i>)</b>	
<b>Did the member:</b>	
<input type="checkbox"/>	Complete both sections of Part 1 (Pre and Post)?
<input type="checkbox"/>	Complete both sections of Part 2 (Pre and Post) for each "significant leadership role" listed in the PDR? (If no "significant leadership roles" are listed, the member does not complete the LDR, but may have other leadership experiences in the PDR.)
<input type="checkbox"/>	Describe their leadership roles and personal goals for the year in "Pre" forms?
<input type="checkbox"/>	Reflect on experiences at the end of the year in "Post" forms?

\_\_\_\_\_ **Total Section 6**

**This section is only scored for Senior members**

<b>Section 7: Resume (<i>Senior Members only</i>)</b>	
<b>Did the member:</b>	
<input type="checkbox"/>	Create a unique personal development statement?
<input type="checkbox"/>	Describe the skills they have gained through their leadership experiences?
<input type="checkbox"/>	Describe the skills they have gained through their citizenship experiences?

\_\_\_\_\_ **Total Section 7**

**Total Points:** \_\_\_\_\_

