# Audrain County

**4-H Achievement Summary**

Keeping good records is a skill, which once mastered will serve you well throughout your life. Records are not **extra** work but *an important* ***part*** *of 4-H work*.

## Encouraging 4-H Members to Keep Good Records

A good 4-H record is a measuring stick. Members and leaders are kept informed of the member’s progress and this helps stimulate self-improvement.

A good 4-H record is a mirror. It will reflect accomplishments and therefore serve as a basis for trips and awards.

A good 4-H record teaches a desirable habit. Every adult must keep track of business and financial transactions. Developing this habit early in life is a valuable asset.

A good 4-H record can be achieved only when there is cooperation between members, parents, and leaders.

## How to Write an Achievement Summary

1**.** The appearance, accuracy, thoroughness, and grammatical correctness of your achievement summary will reflect **you**. Let that reflection be a good one! Due into the Extension Office by **first Friday of September**

1. What you write should be clear to someone not familiar with the activities. Pretend you are explaining it to someone who has never heard of 4-H before.
2. Make your information readable! Type if possible; use type no smaller than 12 font per inch. If you cannot type, print very neatly using blue or black ink. Use spacing and margins header/footer 1 ½ inches; sides 1 inch.
3. Use words that say exactly what you mean or describe exactly what you did. Tell what you want to tell in a concise, understandable manner.

Use plain white paper, 8 ½ inches by 11 inches, type on one side only. Each section is to be on a separate piece of paper. Stay within the page limits of each section. Submit the finished summary in a folder or binder.

**County 4-H Achievement Report**

Name:

Home Address:

Home Phone: ( )

Birth Date: Age (as of Jan 1 of this year):

Parent/Guardian:

List the projects you have completed this year:

I have prepared this application myself and certify that the information included is true and accurate.

Date: Signature of 4-H Member:

I have reviewed this application and believe it to be correct:

Date: Parent/Guardian:

Date: Club Leader:

I would like to be considered for (if applicable): “I Dare You” award: Yes No



**Complete Sections A&B based on your full 4-H experience this past 4-H year.**

**Put a check mark or ‘x’ next to each item that you have participated in or experienced.**

**Section A. General 4-H Experiences:**

|  |  |
| --- | --- |
| **Experience** | **Completed** |
| Attended at least half of the club meetings |  |
| 100% attendance at club meetings |  |
| 4-H Camper |  |
| State 4-H Event Participant (ex: Teen Conference, State 4-H Congress, etc) |  |
| 4-H Fair worker (food stand, building monitor or breakfasts) |  |
| Participated in club fundraiser (sales, food stand, or game booth) |  |
| Participated in club community service (trash pickup, food drives, etc.) |  |
| Participated in 4-H activity during National 4-H Week (window display, 4‑H Sunday, Radio Spot, etc) |  |
| Gave a demonstration or program at a club meeting or project meeting |  |
| Participated in Events Day |  |
| High point in project exhibits at county fair |  |
| Item selected for the State Fair |  |
| Participate in State Contest (ex: Fashion Revue, Livestock Judging, Poultry Judging, Shooting Sports, Hippology, Public Speaking, etc.) |  |
| Gave a Demonstration at the State Fair |  |
| State Fair Exhibitor (Livestock or Building) |  |

**Section B. Leadership Experiences:**

|  |  |
| --- | --- |
| **Experience** | **Completed** |
| Ledge the American or 4-H pledge during a 4-H club meeting/event |  |
| Club officer this year |  |
| Committee Member |  |
| Council Representative |  |
| Camp Counselor |  |
| Attended Officer Training |  |
| Assist with project group in your club |  |
| Participate in Junior Leaders |  |

**Section C - Experiences in 4-H Projects:**

* Complete Section C for each project you completed this year (up to 6 projects).

1. Project Goals: Give the goals you set for your project this 4-H Year. Did you meet your goals?

**Project**

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Goal** | **Goal Met?** | |
| **Yes** | **No** |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |

1. Provide 1 (one) page typed (12 font double spaced) describing your 4-H project, activities, and experiences. Describe what you learned, skills as well as knowledge. What obstacles or difficulties did you encounter and how did you solve these problems?

## Section D: Citizenship and Community Service (1 page maximum)

Describe your community service and citizenship experiences. Connect what you have completed in projects and learning experiences with citizenship and community service. Include non 4-H activities. For example: Gardening, the products of which were donated to a nutrition site.

# Section E – Your 4-H Story (1 page maximum)

Tell about you as a person. Why are you in 4-H? How has your 4-H involvement contributed to your family, school, community? How has 4-H influenced you? What do you do differently because of 4-H? Do you use your free time differently? Have you developed other interests or considered different careers because of 4-H?