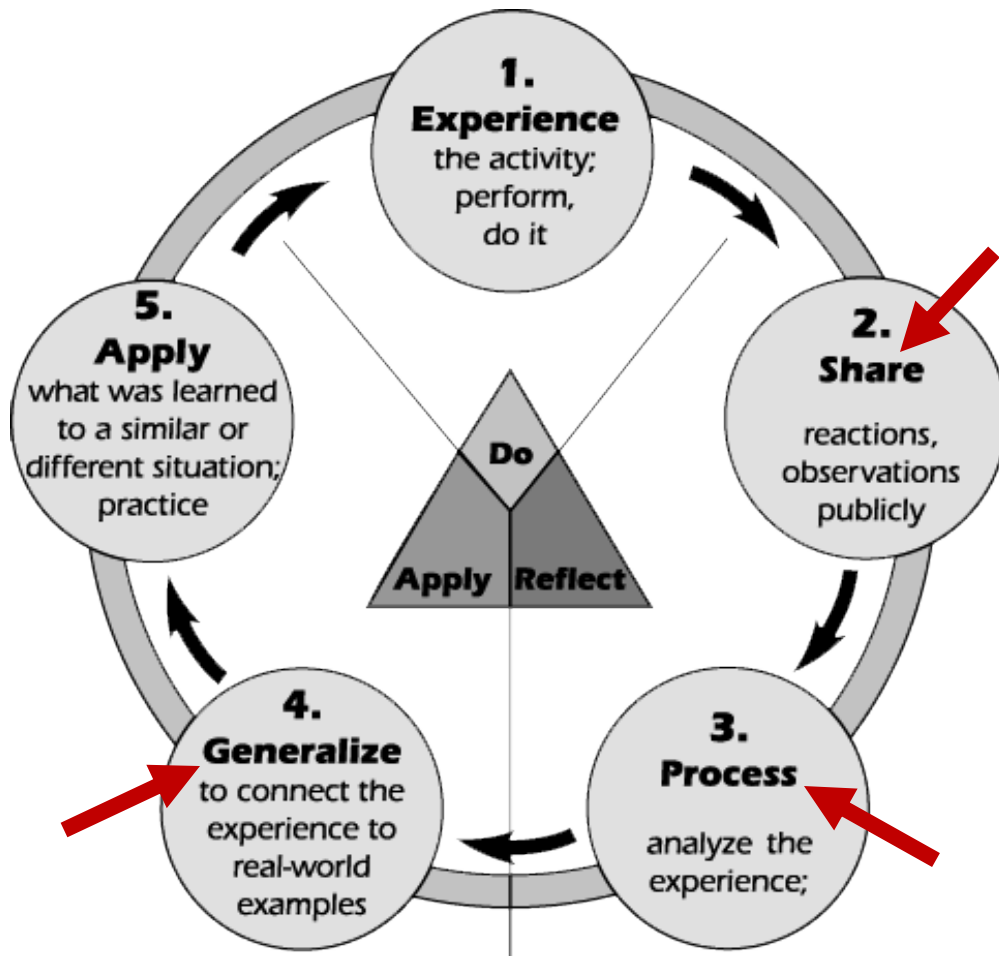


## Record Books & the Experiential Learning Model



## Objectives for 4-H Record Keeping

- To learn how to **set goals**, how to **make plans for action**, and how to decide how well you did (**evaluation**).
- To learn the skills of **record keeping** and **organization** to use now and in the future.
- To learn to **communicate** and **summarize**.
- To learn responsibility by **completing a task**.
- To **evaluate information** that will market personal skills through future resumes and application forms.

~ Iowa 4-H Youth Development

**Our youth have completed a task  
by turning their record book in.**

**Now we're evaluating how well they  
communicated, summarized and organized  
their goals, plans and evaluation of their work.**

## Outstanding Record Book Evaluation – County-level Process 2018

### Our goal is to find, encourage and recognize the strengths in each youth's record book!

- Remember – everyone has their unique talents. While not everyone wins an award in a competition (like Outstanding Record Book Recognition) – each youth can still come away from this experience feeling that someone recognized their effort and their unique talents.
- “Coach” the youth on what they can do better next time. If they didn't win an award – they will want to know what they can do differently next time. Help them build on their strengths to improve their record keeping.

#### Priority 1: Give Educational Comments

Read books and give comments to youth that will encourage them and help them continue to grow their record keeping skills. If any books do not meet the minimum requirements (refer to guideline sheets), please put them aside. They will not be considered for Outstanding Recognition.

#### Priority 2: Determine Outstanding Recognition

Next, determine which books are “Outstanding” by age group. Outstanding Record Books should be awarded to youth who have **met all the minimum guidelines, demonstrated an understanding** of the purpose of record keeping, **who put effort** into documenting their 4-H experience and who **demonstrated self-reflection**.

- This does NOT mean that their book is necessarily perfect.
- Books may look & read differently by age group.
- Per Ages & Stages Guidelines, **Cloverbuds** will receive participation stickers and comments ONLY.  
(Similar to County Fair Judging)

#### Every book should have:

- A fully completed Reviewer's Comment Sheet (scored, written comments, signature). If youth did not receive a Merit Award – it should be obvious to the youth from the comment sheet what they could improve for next year.
- A “What do the Stickers Mean?” Card (not Cloverbuds)
- Stickers
  - All books should have a Club Outstanding Sticker
  - County Outstanding Books should have a second gold sticker
  - All Cloverbud Books should have a County Participation Sticker
  - All Merit Award Books should have a Merit sticker.

#### Priority 3: Merit Awards

Meet within your groups to determine which record books **went the extra mile and are exemplary**. These will be the ones with the highest scores. You may need to use a curve or further discussion in your group if many of your books scored highly or have many similar scores. Please come to a consensus about which books you choose and submit them for Merit stickers.