



# EXPLORING 4-H

Record Book



CANADA  
4-H Alberta

## The 4-H Motto

**“Learn To Do By Doing”**

## The 4-H Pledge

I pledge:

My **head** to clearer thinking,

My **heart** to greater loyalty,

My **hands** to larger service,

My **health** to better living,

For my club, my community,

my country, and my world.

Published by 4-H Alberta for the 4-H community.

For more information or to find other helpful resources,  
please visit the 4-H Alberta website at [www.4hab.com](http://www.4hab.com).

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# EXPLORING 4-H PROJECT

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Welcome to the Exploring 4-H Project. This Record Book accompanies your Member/Leader Guide and your Module Booklets. It is designed to record general information and module specific information and can be referred to throughout the year. Before starting to complete this record book, look through the Member/Leader Guide and the Individual Modules with your Project Leader. This way you will get a better understanding of the Exploring 4-H Project and what it is all about.

## Record Keeping

### Why Do You Keep Records In 4-H?

- to save information about your project so you can look it up later and recall it
- to learn how to keep accurate records
- to see the actual costs involved in completing your project
- to keep track of the work you have done
- to remember your club activities
- to credit and honour your achievements and progress

### What Makes A Good Record Book?

**Completeness** – A good record book has all the required information. Pages should include all necessary information.

**Accuracy** – Your information and costs should be accurate and up-to-date.

**Neatness** – Always do your best to keep your book neat and readable. If you cannot read your records you will not be able to use them in the future.

**Personality** – This is your record book. Make your book unique. Be original and personal in the information you keep in your book. Add souvenirs pertaining to your club's activities, photos, newspaper and magazine articles on you, your club or 4-H in general. Add items that pertain to your selected modules. Add your club's program plan. The more personal you make your record book the more the reader will understand you and your project and appreciate the work you have done. Create a record book you are proud of. It will be fun to look back at it in years to come.

## A Few Tips To Help You Out

- Use a three ring binder. A binder allows you to easily add pages and keeps your pages secure.
- Start your record keeping as soon as you have selected your modules.
- Carefully read the instructions for each of your chosen modules. Know what records you must keep in advance of each module.
- Keep your records up-to-date. It is easy to forget details.
- Keep receipts

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## ABOUT ME

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**MY NAME:** \_\_\_\_\_ This is my \_\_\_\_\_ year in 4-H.

My birthdate (month, day, year): \_\_\_\_\_

My age on January 1st this year: \_\_\_\_\_ My 4-H Level: \_\_\_\_\_

Address: \_\_\_\_\_ Town or City: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Phone number(s): \_\_\_\_\_

Name of parents or guardians: \_\_\_\_\_

## ABOUT MY CLUB

**CLUB NAME:** \_\_\_\_\_

Number of Members: \_\_\_\_\_

My club has been operating for \_\_\_\_\_ years.

4-H District: \_\_\_\_\_

4-H Region: \_\_\_\_\_

CLUB LEADERS	NAME	PHONE NUMBER
GENERAL LEADER		
ASSISTANT LEADERS		
PROJECT LEADERS		

CLUB EXECUTIVE	NAME	
PRESIDENT		
VICE PRESIDENT		
SECRETARY		
TREASURER		
CLUB REPORTER		
HISTORIAN		
PARLIAMENTARIAN		

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## ABOUT MY **EXPLORING 4-H PROJECT**

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The modules I have chosen to explore this year are:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

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Start Date of My Exploring 4-H Project \_\_\_\_\_

Achievement Day Date \_\_\_\_\_

I joined 4-H this year because \_\_\_\_\_

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I took the Exploring 4-H Project because \_\_\_\_\_

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## EXPLORING 4-H **MODULE APPROVAL PROCESS**

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### Application for Approval

Following is an Exploring 4-H Module Approval Form. It must be completed and presented to your club's General Leader and/or Project Leader. It asks you to choose six to eight modules to complete during the year. Each module will introduce you to a 4-H Project area that you would like to learn about. The module explores the topic by providing information and activity suggestions.

Each member should answer the following questions:

What project areas am I interested in exploring?

Examine the list of modules and make a list of all the ones you find interesting.

Narrow down your list by asking yourself:

What do I have the resources to complete?

Do I have any special skills or resources that I can use to make a module more interesting?

Do I know anyone who has special skills that may be interested in leading/assisting with a module?

Working in a group, leaders could ask:

Which modules are club members interested in exploring?

Which modules could club members pursue together?

Are there any specialists in the community or known by the club members and leaders, that can assist with specific modules?

*Fill in the following form and hand it in to your leader so that he/she can go through your choices for approval.*

# EXPLORING 4-H MODULE APPROVAL FORM

NAME: \_\_\_\_\_

Address: \_\_\_\_\_ Age: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

How many years have you taken the Exploring 4-H Project: \_\_\_\_\_

## Module Choices

### Alternate Livestock

Alberta 4-H Law  
Bison  
Llama

### Environment

Environmental Farm Plan  
Field Crops  
Nest Boxes  
Outdoorsman  
Range Management  
Wildlife Habitat

### Horse

### Leadership

Brainstorming  
Meetings

### Life Skills

Business Cent\$  
Clothing  
Communication  
Crafts  
Scrapbooking  
Exchange  
Foods  
Gardening  
Interior Design  
Judging  
Performing Arts  
Scrapbooking  
Snowmobile  
Visual Arts

### Livestock

Beef  
Dairy

Goat  
Sheep  
Swine

### Small Animal

Apiculture  
Canine  
Cat  
Pet  
Poultry  
Rabbit

### Technology and Trade

Computers  
Photography  
Small Engines  
Welding  
Woodworking  
Veterinary Science

## Modules Selected (choose 6-8)

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

## Module Approval

\_\_\_\_\_

Member

\_\_\_\_\_

General Leader or Project Leader

# RECORD OF CLUB ACTIVITIES

In this section keep a record of all the meetings and activities your club has this year. If you have any special responsibilities be sure to record them here also.

DATE	EVENT, LOCATION, ITEMS DISCUSSED, SPECIAL SPEAKERS, ACTIVITIES, RESPONSIBILITIES, ETC.
	<hr/> <hr/>

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DATE	EVENT, LOCATION, ITEMS DISCUSSED, SPECIAL SPEAKERS, ACTIVITIES, RESPONSIBILITIES, ETC.
	<hr/> <hr/>

# MODULE RECORDING FORM

<b>MODULE:</b>	
<b>LIST DATES YOU MET OR WORKED ON THIS MODULE:</b>	
<b>MEETING DATE(S):</b>	<b>LOCATION(S):</b>
<b>WHAT DID YOU DO IN THIS MODULE:</b>	

## Expense Record

Keep track of the expenses you have for this module here

<b>SUPPLIES AND SERVICES PURCHASED</b>	<b>COST</b>
	\$
<b>TOTAL COST TO COMPLETE MODULE</b>	\$

<b>LEADER COMMENTS:</b>

## WHAT DO YOU THINK? PERSONAL MODULE EVALUATION

WHAT DID YOU LEARN IN THIS MODULE?


WHAT DID YOU LIKE BEST ABOUT COMPLETING THIS MODULE?


WHAT DID YOU LIKE LEAST?


HOW LONG DID IT TAKE YOU TO COMPLETE THE MODULE?

- Completed it at one meeting/gathering  
 Completed it over the course of a month  
 It took more than a month to complete

DO YOU HAVE AN INTEREST IN EXPLORING THIS TOPIC FURTHER?

- Yes  
 No

COMMENTS FROM PROJECT LEADER AND/OR RESOURCE PERSON.


**DATE**

**PROJECT LEADER SIGNATURE**

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<b>MODULE:</b>	
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<b>MEETING DATE(S):</b>	<b>LOCATION(S):</b>
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- Yes  
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- Yes  
 No

COMMENTS FROM PROJECT LEADER AND/OR RESOURCE PERSON.


**DATE**

**PROJECT LEADER SIGNATURE**

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- No

COMMENTS FROM PROJECT LEADER AND/OR RESOURCE PERSON.


**DATE**

**PROJECT LEADER SIGNATURE**

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 It took more than a month to complete

DO YOU HAVE AN INTEREST IN EXPLORING THIS TOPIC FURTHER?

- Yes  
 No

COMMENTS FROM PROJECT LEADER AND/OR RESOURCE PERSON.


**DATE**

**PROJECT LEADER SIGNATURE**

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## MY CLIPPING PAGE

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Paste your pictures and clippings of club functions here. Include information on activities, special events, and Achievement Day. Other examples might include: tours, workshops, camping trips, communication activities, and district, regional and provincial events. Add extra pages if necessary.

---

## MY CLIPPING PAGE

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## EXPLORING 4-H PROJECT **MEMBER EVALUATION**

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Which three modules did you like the most? Describe briefly why you enjoyed them.

**1. MODULE:** \_\_\_\_\_

I enjoyed this module because \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**2. MODULE:** \_\_\_\_\_

I enjoyed this module because \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**3. MODULE:** \_\_\_\_\_

I enjoyed this module because \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Did this project help you decide on a particular project area that you were interested in?

\_\_\_\_\_ Yes \_\_\_\_\_ No

Comments \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Are you pleased with Your Exploring 4-H Project? \_\_\_\_\_ Yes \_\_\_\_\_ No

Why? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



## EXPLORING 4-H PROJECT RESOURCE **EVALUATION**

Your input is a valuable asset to the 4-H Program.

As you go through the year, write your comments and suggestions about the project on this form. When you complete your project, mail this form to us. We want to hear from you! This enables us to improve the way the project is run.

**Send to: EXPLORING 4-H PROJECT EVALUATION**

**Evaluation Date:** \_\_\_\_\_

Why did you decide to take the Exploring 4-H Project? \_\_\_\_\_

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Which modules did you complete this year?

1.	5.
2.	6.
3.	7.
4.	8.

Was the format user friendly? \_\_\_\_\_ Yes \_\_\_\_\_ No

Did this project help you decide on a particular project area that you were interested in?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No

What did you like best about the Exploring 4-H Project? \_\_\_\_\_

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Suggestions for improvements/additional comments: \_\_\_\_\_

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