



Ottawa County Record Book



Junior Grades 3-5

Intermediate Grades 6-8

Senior 9-12

Checklist

Record Book order: Check when each section is complete.

- ☐ **Ottawa County Award Entry Form**
List only the projects you included in section 1-A & 1-B
- ☐ **Section 1-A & 1-B for each project**
1-A is ½ a page about 4-H project work/participation. Includes work done, tours, research.
1-B is ½ a page about What you learned in this project. Includes knowledge and skills gained.
Each project area should have a separate section 1-A & 1-B.
- ☐ **Picture Pages for each project**
Up to 3 pictures per project area. Place behind coordinating Section 1-A & 1-B.
- ☐ **Section 2 – Leadership Experiences (½ a page)**
Includes officer and committee work, teaching, speeches, etc.
- ☐ **Section 3 – Citizenship/Community Service (½ a page)**
Includes helping other 4-H members or the community, church, school, or other organizations.
- ☐ **Section 4 – 4-H Awards (½ page)**
List 4-H Awards you have won
- ☐ **Section 5 – Non 4-H Experiences (½ a page)**
Include awards won in school, church or any other event/activity that is not listed in any other section.
- ☐ **Section 6 – 4-H Events (1 page)**
List any 4-H event you participated in such as project practices, fair, contests, activities, workshops, etc.
- ☐ **4-H Story (2-3+ pages, typed size 12 font, double spaced) (4-5 pages, handwritten with black ink, double spaced)**
A story about you and what you have done in 4-H, your accomplishments, goals, and future plans.
- ☐ **Picture Pages for Section 2-6 (2 pages of pictures with 3 pictures per page. 6 total.)**
Include descriptive captions.
*1st Year Record Books may not have that many pictures. They will not be counted against.

How to Assemble the Record Book:

- ☐ **Place in a 4-H binder in the above order.** Do not include the checklist, county award categories, or standard of achievement.
- ☐ **Separate each project area & section with tabs and identify the sections.**
- ☐ **Attach current school picture or a headshot with a paperclip to binder.**
- ☐ **Turn in 4-H Point Sheet and 4-H Officer Form with Record Book.**

4-H COUNTY AWARD CATEGORIES

Project Awards can be awarded in an overall project category such as: Animal Science – Large Animals or Leisure Education OR project awards can be awarded in a specific project area such as Horse or Photography. Project awards are certificates or small plates that you will receive identifying which level of success you have achieved in your project area. The small plates are to be added to your project award plaque. There is no limit to the number of project awards a member can receive. Members may receive awards more than once in a project area throughout their 4-H years.

Special Awards will be awarded in the overall project categories (I, II, III, IV, V, VI, VII, VIII, IX), the life skills categories (X, XI, XII, XIII), and the Outstanding Member category (XIV) listed below in bold print. A special award will be presented to a Junior Division (Grades 3-5), Intermediate Division (Grades 6-8), and a Senior Division (Grades 9-12) member in each of the 14 categories listed below. In the event that no record books are submitted for a Junior Division or Senior Division special award in a particular category, then two awards may be presented in the same division. Members may win up to two project, one life skill, and one outstanding member Special Award(s) each year. Members can only receive a special award in a particular category only once in each age division-Junior, Intermediate, and Senior.

I. ANIMAL SCIENCE – Large Animals

Beef	Meats
Dairy	Sheep
Goats	Swine
Horse	Vet
Science Llama	

II. ANIMAL SCIENCE – Companion

Animals

Birds	Pigeons
Cats	Poultry
Dog	Rabbits
Fish	Reptiles

III. FAMILY AND CONSUMER SCIENCES

Child Care, Child
Development Design &
Construction Consumer
Education
Foods & Nutrition
Personal
Development
Entrepreneurship

IV. HEALTH AND SAFETY

Health & Fitness
Safety-Home, Farm, Personal,
School

V. RECREATION & LEISURE EDUCATION

Communication Arts
Expressive Arts
Hobbies &
Collectables
International & Cultural Education
Performing Arts
Postmark
Shooting
Sports

VI. MECHANICAL & TECHNICAL SCIENCE

Bicycle	ATV
Electricity & Electronics	Automotive
Industrial Arts	Energy
Science Engineering	Robotics
Small Engines	
Farm Machinery & Tractor Safety	
Rocketry & Aerospace	

VII. NATURAL RESOURCES

Entomology & Bees
Environmental Stewardship
Rangeland Ecosystems
Meteorology

VIII. OUTDOOR EDUCATION

Camping
Sport
fishing
Forestry
Geology

IX. PLANT SCIENCE

Plant & Soil
Ornamental Horticulture & Landscaping
Flower Gardening & House Plants
Gardens-Fruits & Vegetables

X. *ACHIEVEMENT

XI. *CITIZENSHIP

XII. *LEADERSHIP

XIII. *PUBLIC SPEAKING

XIV. **OUTSTANDING MEMBER

* Achievement, Citizenship, Leadership, and Public Speaking (Life Skills) Special Awards do not have to be applied for. Selection will be based upon information submitted in a member's record book. Members can receive only one of these awards in any given year.

** Outstanding Member Special Awards must be applied for on the Ottawa County Awards Entry Form. Members can receive only one of these awards in each age division during their 4-H career.

4-H STANDARD OF ACHIEVEMENT

The following is a list of criteria that will be used to determine the level of success in your 4-H projects. Members should strive to complete the criteria for their desired award. Members may receive awards more than once in a project area. Project awards, based on the Record Book, are given to 4-H members each year at the 4-H Achievement Celebration. Additional "Special Awards" may be earned. Refer to the specific criteria for all special awards.

Gate Sign--Awarded to members who turn in record book for the first time. **May Receive Only Once**

Participation Certificate (Can be wrote in pencil) Awarded to members who did not meet the minimum requirements for Green, Bronze, Silver, or Gold awards.

Green Project Award

- Be enrolled in 4-H
- Turn in 4-H Record Book
- Write a 4-H story-Double spaced ½ page.
- List 3 things learned in the project area
- Participate in 2 county events during the year
- Participate in at least 1 citizenship activity
- Picture page 3 per page 9 total
- Pictures must include descriptive captions.

Bronze Project Award

- Be enrolled in 4-H and attend at least 3 club meetings
- Turn in 4-H Record Book
- Write a 4-H story -double spaced 1 page
- List 4 things learned in the project
- Participate in 3 county events during the year
- Give one speech or demonstration
- Prepare at least 2 or more items for exhibit at the county fair. ***See explanation below.
- Participate in at least 1 citizenship or community service project.
- Picture page 3 per page 9 total
(Pictures must include descriptive captions.)

Silver Project Award

- Be enrolled in 4-H and attend at least 4 club meetings.
- Turn in 4-H Record Book
- Write a 4-H Story-Double spaced 2 pages
- List 5 things learned in the project
- Participate in 4 county events or activities during the year
- Give at least 2 speeches or demonstrations, 1 must be presented at a 4-H event. (may be same speech – different audience)
- Prepare at least 3 or more items for exhibit at the county fair. ***See explanation below.
- Participate in at least 2 leadership experiences.
(1 must be in the project area reported.)
- Participate in at least 2 citizenship or community service projects.
- Picture page 3 per page 9 total
(Pictures must include descriptive captions.)
- Be involved in promoting and recruiting for 4-H
Indicate on-going growth in the project reported

Gold Project Award

- Be enrolled in 4-H and attend at least 5 local club meetings.
- Turn in 4-H Record Book
- Write a 4-H story-Double spaced 3 full pages
- List 6 things learned in the project
- Participate in 5 county events or activities during the year
- Give at least 2 speeches or demonstrations. One must be presented at a 4-H event. (May be same speech-different audience)
- Prepare at least 4 or more items for exhibit at the county fair. ***See explanation below.
- Provide at least 2 types of leadership to others. One activity must be in the project area reported.
- Participate in at least 2 citizenship or community service projects.
- Include pictures (Can have up to 3 pages of pictures per project area, no more than 3 pictures per page)
Pictures must include captions.
- Be involved in promoting and recruiting for 4-H
- Indicated on-going growth in the project reported

****Note:** When recording speeches given: List name of speech or presentation, group given to/place, how many reached.

***Each fair exhibit that has to be entered in a class to count as an entry. Examples: Horse Show – enter in Pole Bending, Barrels, and Flag Race = 3 entries; Swine Show – entered 1 pig in duroc class and qualified for breed champion = 1 entry; Swine Show entered pig in duroc class and bred and owned class = 2 entries; Each Indoor Exhibit will count as one entry – if you enter a tote bag, wax candle, and a 4-H promotional poster = 3 entries.

First Year Record Book does not need to have fair exhibit.



Ottawa County

Awards Entry Form



Name:	Grade Completed:
Number of Years in 4-H:	Birthdate:
Name of your 4-H Club/Group:	
Mailing Address:	City/State/Zip Code:
Home Phone:	Cell Phone:
Names of Parents/Guardians:	
Native American?	Name of Tribe:

Project Awards you would like to be considered for.
 List projects that were mentioned in Sections 1-A & 1-B of your report form.
 (Project Plates-are eligible to receive each year)

County Awards:

Seniors Only

- ☐ Senior Hall of Fame Award (two may be awarded, must have just completed 11th or 12th grade, and must have submitted a State Record Book.)
- ☐ Outstanding Senior (if Hall of Fame not awarded)
- ☐ OHCE Scholarship (must complete form)
- ☐ Danforth "I Dare You" Award (must fill out nomination form)

Intermediates Only

- ☐ Outstanding Intermediate

Juniors Only

- ☐ Outstanding Junior

JR, INT, & SR Award

Native American Achievement (may only receive once in 4-H career, only awarded to one individual each year)

- Junior (Grades 3-5)
- Intermediate (Grades 6-8)
- Senior (Grades 9-12)

Judges Check the Following

Gate Sign
 Citizenship
 Public Speaking
 Leadership
 Achievement

Member Signature

Leader Signature

Section 1-A – Participation in the 4-H Project

Section 1 Project

What have you done in this project? Include speeches and demonstrations. Label level of work: Local, County, District, State.

Project Work Done related to this Project.		Level (L, C, D, S)
1)		
2)		
3)		
4)		
5)		
6)		
7)		
8)		
9)		
10)		
11)		
12)		

Section 1-B – What have you learned in this project?

List knowledge and/or skills learned from your project.

Things I Learned in this Project	
1)	
2)	
3)	
4)	
5)	
6)	
7)	
8)	
9)	
10)	
11)	
12)	

Section 2 – Leadership/Public Speaking

List leadership and public speaking activities such as workshops, speeches, contest speaking, banquet speaker, etc. Label level of activity: Local, County, District, State. Estimate Number of People Reached.

Leadership/Public Speaking Activities		Level (L, C, D, S)	No. People Reached
1)			
2)			
3)			
4)			
5)			
6)			
7)			
8)			
9)			
10)			
11)			
12)			

Section 3 – Citizenship/Community Service

List community service projects such as work dates, project services, food drives, etc. Estimate hours spent in the service project. Estimate Number of People Reached.

Citizenship/Community Service Activities		Hours	No. People Reached
1)			
2)			
3)			
4)			
5)			
6)			
7)			
8)			
9)			
10)			
11)			
12)			

“Oklahoma State University, U.S. Department of Agriculture, State and Local governments cooperating. Oklahoma State University in compliance with Title VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, Americans with Disabilities Act of 1990, and other federal and state laws and regulations, does not discriminate on the basis of race, color, national origin, gender ,age, religion, disability, or status as a veteran in any of its policies, practices, or procedures.”

Section 4 – 4-H Awards

List the most meaningful awards you have received in your 4-H career. Label the year(s) the award was received. Label level of award: Local, County, District, State, National.

#	Year(s)	Type of Award	Level (L, C, D, S, N)
1)			
2)			
3)			
4)			
5)			
6)			
7)			
8)			
9)			
10)			
11)			
12)			

Section 5 – Non 4-H Experiences

List your most meaningful non-4-H experiences. Items not listed in any other section: May include participation in school, church/faith or community organizations. Label the year(s) the award was received, or the event was participated in.

#	Year(s)	Type of Award, Event, or Activity
1)		
2)		
3)		
4)		
5)		
6)		
7)		
8)		
9)		
10)		
11)		
12)		

Section 6 – 4-H Events & Activities

List 4-H events or activities you have participated in throughout the past year. This includes camps, workshops, events, shows, meetings, community events, trips & etc.

Event/Activity	
1)	
2)	
3)	
4)	
5)	
6)	
7)	
8)	
9)	
10)	
11)	
12)	
13)	
14)	
15)	
16)	
17)	
18)	
19)	
20)	
21)	
22)	
23)	
24)	
25)	
26)	
27)	
28)	