

# **4-H**

# **Permanent**

# **Record Hints**



This part of your record book is very important as it shows your work in 4-H throughout your career. The Permanent Record is the only record that is updated continuously and kept from year-to-year. You should include this newly revised permanent record with your Kansas Award Portfolio. The latest version of your previous permanent record should also be included if you were involved in 4-H prior to changing to this form. Electronic versions of the form can be found online at <http://www.geary.k-state.edu/4-h/forms.html>.

### Section 1: Groups/Organizations

Date	* = Non 4-H	Meetings, Committees, Offices, Leadership Roles	# Held	# Led	# Attended	Level					Optional
						Local	County/District	Area/Regional	State	National/Int'l	Hours
2007		Club Meetings, Song Leader	12	6	6	6					
2007		Club Float Committee	5		5	5					
2007		4-H Council Meetings, Reporter	3		3		3				
2007		Foods Project Meetings	4	1	3	3					
2007		Photography Project Meetings	6		5		5				
2007	*	Jazz Band	20		20	20					
9/19/07		KSF Photo Fun Day Teen Ldr	1	1					1		4.0
2007	*	School Paper Photographer									
2007	*	Church Refreshments Committee	52	4	20	20					
2007	*	School FACS Club, President	12	12	12	12					12.0
2007		Club, Refreshments Committee	12	2	10	10					
2007		Club, 4-H Council Fair Food Stand Committee	2		2		2				4.0
2007	*	Rodeo Association, Youth Member, Calf-Roping Committee						2			2.0

Date – This can be listed as the year or a specific date.

Non 4-H – Make sure to put an asterisk in this column for all non 4-H items listed.

Meetings, Committees, Offices, Leadership Roles – List all groups/organizations you participated in, i.e. 4-H, school, community and/or faith. For each group, list elected offices and other positions or roles you held.

Numbers – Indicate the total number of meetings held, the number you led and the number of meetings you attended in the appropriate level column.

Level – Indicate the level of your participation for each item.

Hours – This column is optional. List the number of hours including preparation, organization, practice and activity time.

**Section 2: Communications/Presentation, Exhibits, Contests**

Date	* = Non-4-H	T = Team	Size of Project	PROJECT Communications, Presentations, Exhibits, Contest, Judging or Skill-A-thon	Level					OPTIONAL		
					Local	County/District	Area/Regional	State	National/Int'l	Hours	Audience	Income/ Expense
				<b>Photography Project Examples</b>								
2007			2,000	Photography, Pictures taken								
	*			As School Photographer	1,500							0.00
				Personal	500							-50.00
			25	Photos exhibited	20	2P 2B		1P				
2007			4	Demonstration: Proper Mounting Technique	1	2		1		2.0	35	
				<b>Foods Project Examples</b>								
2007			300	Foods – Meals Prepared								
				Exhibited Cupcakes		4P 10R		1B				
2007		T		FCS Judging		10 <sup>th</sup>						
				<b>Beef Project Examples</b>								
2007			5	Animals, 3 Heifers, 2 Steers								
2007	*			FFA Livestock Judging Team	30	5	2	1		30		

Date – This can be listed as the year or a specific date.

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Team – For contests, indicate whether it was an individual or team effort.

Size of Project – May be indicated by the number of garments, animals, acres, articles made, hours involved, or another identifier of your choice.

Project – Examples include, but are not limited to, fair exhibits, judging contests, quiz bowls, skill-a-thons, demonstrations, illustrated talks, project talks, articles written, web pages developed, TV or radio presentations, county and regional 4-H days activities, forensics and debate contests, fitting and showing, fashion revue, dog shows, horse shows, photography exhibits, etc.

Level – Indicate the level of your participation for each item. For evaluated activities (exhibits and contests) indicate the number and placing with the appropriate letter: Purple (P), Blue (B), Red (R), White (W) and Participation or Other (O) in the level column.

Hours, Audience, Income/Expense – These columns are optional. List the number of hours including preparation, organization, practice and activity time. List the size of audience. List income or expense of the activity.

### Section 3: Activities

Date	* = Non-4-H	Leadership	Citizenship	What You Did	Level					OPTIONAL		
					Local	County/District	Area/Regional	State	National/Int'l	Hours	Audience	Income/ Expense
				<b>Non-Project Examples</b>								
				<b>Achievement Celebration</b>		1						
				<b>Fair Clean up</b>		1						
			X	<b>4-H Foundation Dinner helper</b>		1						
				<b>Photography Project Examples</b>								
2007		X		Organized Photo Shoot at Park		1				2.0	10	
2007		X	X	Took 60 pictures for Horse Club - used 20 in historian book								
				<b>Horse Project Examples</b>								
2007	*			FFA Horse Judging Team	20	2	2	1				
2007		X		Riding Lessons to 4Hers	15						3	45.00
2007	*	X		Riding Lessons to Non-4Hers	20						5	200.00
2007				Riding Lessons taken	25					25.0		-500.00
				<b>Beef Project Examples</b>								
2007		X	X	Set-up & worked beef weigh-in and county beef show		3				8.0		
2007	*			FFA Livestock Judging Team	30	5	2	1		30		
				<b>Foods Project Examples</b>								
2007			X	Made & served Club refreshments	2					1.0		
2007			X	Collected & Sorted Food at Regional Food Pantry			1			4.0		

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Leadership/Citizenship – Indicate whether your involvement was leadership, citizenship or both. Leadership is teaching another person or a group skills or information and includes organizing or coordinating an activity, event, or meeting; selecting and preparing materials; and selecting presenters. Citizenship means helping out in your community and serving others without compensation.

What You Did – List the events and activities (not included in other sections of the permanent record) that you attended or participated in for 4-H, school and community. Examples include achievement programs, talent shows, camps, regional 4-H days, nursing home programs, sponsorship of club or county awards, fairground clean up, assistance to fair superintendent, special fund-raising efforts, band, teams, or FFA.

Hours, Audience, Income/Expense – These columns are optional. List the number of hours including preparation, organization, practice and activity time. List the size of audience. List income or expense of the activity.

## Section 4: Most Important Recognitions

Date	* = Non-4-H	Kind of Recognition	Level				
			Local	County/District	Area/Regional	State	National/Int'l
7/2007		Grand Champion Steer		X			
7/2007		Grand Champion Photography		X			
10/2007		Leadership Pin		X			
10/2007		Key Award				X	
2/14/2007		Horse Quiz Bowl Team, State Champion				1 <sup>st</sup>	
10/31/2007		Horse Quiz Bowl Team, National Competition					2 <sup>nd</sup>
10/2007		County Project Award, Horse		X			
10/2007		County Project Award, Beef		X			
10/2007		County Project Award, Performing Arts		X			
10/2007		County Project Award, Photography		X			
3/2007	*	KMEA Area & State Solo Competitions – ratings			I	I	
5/2007	*	Marching & Jazz Band Letters	2				
6/2007	*	Therapeutic Riding Volunteer – 100 hour pin			1		
9/1/2007	*	Recognized in paper for work with Food Pantry		1			
6/20/2007	*	Newspaper Best Frozen Dessert for Dads		2 <sup>nd</sup>			
5/31/2007	*	High School Journalism Action Photography Awards	1 <sup>st</sup>		1 <sup>st</sup>		
5/31/2007	*	FFA – Green Hand Award	X				
11/15/2007	*	High School Football Letter	X				
2007		Best Camp Handwasher Award			X		

Date – This can be listed as the year or a specific date.

Non 4-H – Make sure to put an asterisk in this column for all non 4-H items listed.

Kind of Recognition – List the most important recognitions you received during the year – honors, awards, out-of-county trips, etc. Example: National 4-H Congress, 4-H Key Award, County Project Award, School Achievement Award, Letter.

Level – Indicate the level of recognition for each item listed.