

BEGINNER'S GUIDE, PART 2

TO TEXAS 4-H RECORD BOOKS



2023 - 2024

DOCUMENTING

4-H Members will keep records in high school, in college, and at work whether they own their own business or work for someone else. Now is the time to learn how to keep good records.

Some of the most common ways of keeping up with 4-H records include:

- calendar
- index box
- smart phone
- computer
- notebook



What should be documented?

Keep as many details as you can from your project experiences. Consider the following questions:

- What was the focus of the activity?
- What were key learning objectives/skills?
- How many people? How many items?
- Who was the speaker?
- Did the 4-H member teacher or lead a part of the activity?





WRITE IT DOWN!

REFLECTING ON THE EXPERIENCE

4-H members should take time to reflect on their experiences. Hit the pause button after a project experience to examine what was learned or gained by attending the event. This will provide guidance for future activities.

Here are some questions you could ask:

- What did you learn from your project(s) or the experience?
- Did you meet any of your goals? If so, what helped you attain those? If not, what were some obstacles that might have prevented you from reaching your goals?
- How did your project change or grow within the year or from previous years?
- Did you serve in any type of leadership capacity?
- What impact did your involvement have on you, your club, or community?
- How have your project experiences influenced your future career choice?



As 4-H members begin the process of putting together their Texas 4-H Recordbook, they will need to organize project experiences.

- First 4-H members should review the current list of Texas 4-H Project to make sure they are labeling project titles correctly.
- Once all project activities have been labeled and sorted, determine which project the 4-H member had the most change or growth in for the 4-H year.
- Did the 4-H member meet or exceed their goals? This project will be considered the "main project".
- When deciding the Recordbook Category to enter for competition, the 4-H member must determine where the "main project" is located based on the recordbook category descriptions. 4-H members can ask their County Extension Agent to assist them with this process, if there is not a clear category.

How many Recordbook Categories can a 4-H member enter?

In Texas 4-H, a member can enter one Recordbook per 4-H year. The member will need to determine which project area was their strongest for the year. Consider these questions:

- Did I accomplish my goals for the year?
- Did the main project show growth or change?
- Are there more things I want to learn about this project area?