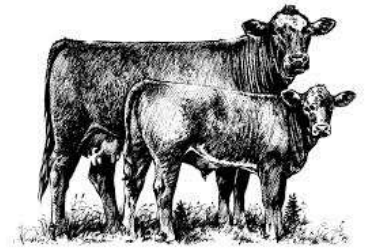




# Jackson County Beef Record Book



Your Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parents or Guardians Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Club/Chapter: \_\_\_\_\_ Leader/Advisor: \_\_\_\_\_

Age: \_\_\_\_\_ Grade: \_\_\_\_\_ Years in project: \_\_\_\_\_

This is a true record of my 4-H/FFA project. \_\_\_\_\_  
(circle one) Member signature

Approved by:

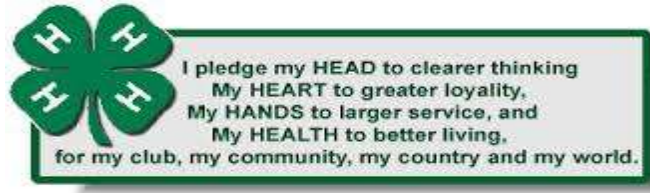
Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

4-H Leader/Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

Received in 4-H Office by: \_\_\_\_\_ Date \_\_\_\_\_  
4-H Agent

For office use only:

Project Year	Project Name	Completed	Returned



### Regarding your record book...

This project record book has been created especially for members enrolled in the 4-H beef project for steers and heifers, and is a “working document” that you can continue to add to throughout your 4-H experience. When you submit your record book for awards at the end of a project, you will receive it back. Rather than start a new book, you can continue to add to this one. The 4-H office will supply you with additional pages to add to your record book each year. Keeping a record book is an important part of the project. It will help you set goals for the project year, record your accomplishments and help guide your efforts to keep important records on your beef animal(s). Your record book is a reflection of you and your hard work. This will become an important part of your portfolio and will be a good reference for you when completing college applications.

**\*\*Remember this book can be used for more than one project animal, so you may have two or more project records each year.**

#### Example:

Project \_\_\_\_\_ Year \_\_\_\_\_

(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)

### How to Complete a Record Book:

Pick your project area.

- a. Unless you are doing a market project (hog or steer), then you may decide to work on the same project for several years. If that is the case, start by deciding which project activities you plan to do this year. Your book will only be judged on the activities that you select for this year.
- b. Take photos of your project as you go along. You may even want to make notes or keep a journal. Save any receipts you may have for equipment, feed, or entry fees for your project. You can also include any certificates, ribbons, or newspaper clippings about your project or club.
- c. Have your club leader, project leader, coach, or parent sign off on each activity as you complete it.
- d. Plan to participate in county events by doing a demonstration, speech, photo, or poster.
- e. Begin filling out your participation summary.
  - A. **Level I** - 5-7 year olds (*Note: 5-7 year olds may submit record books, but they will not be judged. They will receive participation ribbons, certificates, and will count towards county participation medals.*)
  - B. **Level II** - 8-10 year olds
  - C. **Level III** - 11-13 year olds
  - D. **Level IV** - 14-18 year olds
- f. Once you complete all of your activities for the year and your participation summary, make sure you write your 4-H story. Your story should be at least 3-5 paragraphs

- long, and include information about what you learned, what you liked/disliked about the project, who helped you, and what you would do differently.
- g. Place your participation summary, project photos, 4-H story, and project book in a report cover or 3-ring binder. Make sure that you have all the appropriate signatures in the right places. You may even want to make a cover page for your project book.

## **Introduction**

### **What is a 4-H project?**

A project is a subject or topic that you learn about in 4-H. More important, a project is something you do, which results from knowledge and skills you learned in the project. In this case, your project is a beef animal. You learn about your project from attending club meetings and educational workshops, and working with adult leaders and other 4-H members. You can also learn from field trips and camps, by participating in shows and competitions, as well as through your family and self-study.

### **Why complete a record book?**

A record book is not meant to be a chore. Instead, it is a way for you to learn. Here are some important reasons why 4-H expects you to complete a 4-H record book for your project.

### **Keeping a 4-H record book will help you...**

- Learn how to organize yourself
- Learn how to set reasonable goals for yourself
- Appreciate what you've learned this year from the goals you reached
- Recognize what things you learned in your 4-H project
- Explain what you've learned
- Keep track of costs of your project
- Gather information needed to apply for awards and scholarships
- Complete applications and resumes for jobs and college
- Meet requirements to participate in some county, state, or national 4-H events

### **Member in good standing requirements**

In general, all 4-H members are expected to meet the following standards each year. These are the minimum requirements. Your club may have additional requirements.

- Attend at least 70 percent of regular club meetings and/or activities.
- Complete a 4-H project doing one's own work with minimal assistance from parents or others.
- Complete this project record book and necessary supplements.
- Participate in one community service project.

### **Guidelines for the 4-H Beef Project Record Book**

You start your record book at the beginning of the 4-H year and keep all your expenses and receipts during the year. It is important to keep your record book up-to-date monthly. Keep your book neat and complete.

Start your year by setting at least three goals for the year. These goals may include "Beef Knowledge and Skills" or "Personal Development Activities." To expand your horizons, each year in the project, try to accomplish new skills, or skills you did not accomplish in previous year(s).

It is recommended that you save your record books from previous years. That way, you can easily compare your progress and achievements throughout the years. It will also help you when you apply for awards, jobs, college, etc.

### Starting Out

#### My goals for the 4-H year....

The beginning of the 4-H year is a good time to begin thinking about what you'd like to do or learn in 4-H during the upcoming months. List some of your goals for the year and what plan you have to accomplish your goals. Talk to your leader and parents to decide what goals are realistic and possible to finish this year.

During each year in the 4-H beef project, members should choose a minimum of three goals to pursue. Write your choices below. Don't be afraid to challenge yourself! Of course, you may aim to reach more goals. For now, write your goals below and your plan for reaching each goal.

My goals for this year.	What I need to do to reach this goal.
<i>Example: I will learn how to give a public presentation.</i>	<i>Attend county public presentation workshop. Have my leader and parents help me pick a topic that will be good for me. Practice my presentation. Give the presentation at a club meeting.</i>

### **Along The Way**

Make sure to keep records regarding all the events, activities, community service projects, leadership activities and field trips you are involved in, or awards you receive while you are involved in your project. It is best to write down information about the events or activities right after they occur, so that you don't forget them!

#### **Examples of events and activities to record:**

Events participated in  
Leadership roles - such as offices held, committees led  
Shows & competitions  
Special meetings & clinics  
Community service  
Public Speaking  
Field trips  
Awards or recognition earned

#### **Basic Tips for Beef Selection**

**Are You Ready To Select Your Show Steer or Heifer?** These are the words that could strike fear into the heart of someone who has no experience with cattle, let alone choosing a beef project animal for their youth. However, you should not feel bad because you are not alone!

The most important thing to remember when looking for your 4-H project animal is that first and foremost, you want your youth to be safe, feel good about the work they are doing, and you want them to take away knowledge from the project that they can build on. This knowledge will stay with your youth long after their project is over, and will carry over into their adult life as well.

**How Do You Get Started?** Whether you are a beginner, or a seasoned veteran of beef exhibition, you will find that a little research goes a long way! First you need to determine what breed you are attracted to, and whether or not that breed is suited to your geography (climate, feed availability, etc.), and most importantly, the skill level of your youth. Winning is wonderful, but the safety and self-confidence of your youth depends on the animal. Young and/or inexperienced exhibitors should be paired with breeds that are generally known for being docile and easy to manage such as an Angus/Angus X or Hereford/Hereford X, just to name a couple. However, no matter what the genetics, they are still animals with their own mind and you can't read it! Once you have answered these questions, you can begin your search.

**Seek Out Advice.** Most competitors will agree that if you don't raise your own animals, that it is imperative to have contacts, or someone who can guide you in searching for your 4-H project animal. If you are in an area where beef cattle are raised and known for producing exhibition animals, it is a good idea to make contact with these producers and ask for a visit. You should also contact your 4-H professional if you have questions or need help.

**Know What the Market Is Looking For.** If you have ever listened to a Show Judge make comments about the animals as he sorts through the class and places them, you have probably heard some important terms used that describe the traits that a particular animal exhibits or lacks. These are industry terms for production and marketing. Some of these important terms include:

- **Carcass Quality** – color, texture, and firmness of the meat in the rib eye area; Ratings are Prime, Choice, Select and Standard
- **Quality Grade** – tastefulness, flavor and juiciness of the meat
- **Yield Grade** – percent yield of four prime cuts of beef: chuck, rib, loin and round, also known as cutability
- **Frame** – choose a frame that will allow for correct amount of finish within your feeding period (days on feed). **Large framed** animals require a longer time to finish, and may not have enough finish at the time of their terminal show to make the Choice quality grade. A **small framed** steer may fatten too soon, and will have a poor yield grade. Look for a **moderate framed** steer that will finish between 1100 and 1250 pounds at their terminal show.
- **Muscling** – Look for a moderately muscled steer in order to have a good yield grade. Too much muscle may lead to poor marbling and a poor quality grade.
- **Temperament** – Look for animals, especially for beginners that are known for being docile and easy to work with. \*No one breed is fool proof and there are NEVER any guarantees.
- **Mothering Ability (females)** – Animals known for having good milk capacity. This is especially important when selecting females that you would want to put into your own herd.

**Know Something About the Breeds.** As mentioned earlier, most breeds have something about them that attracts you to them. The following is a short list of breeds common to Florida shows, and some of the descriptive terms regarding those breeds, that you may find useful when selecting your project animal:

- **Angus** – carcass quality, mothering ability, docility
- **Brahman** – heavy muscling, large frame, insect and heat resistance
- **Charolais** – larger frame
- **Gelbvieh** – carcass quality

- **Hereford** – mothering, docility and range feeding
- **Limousin** – larger frame, muscling, increased percentage of cutability
- **Maine Anjou** – larger frame, finishing ability
- **Simmental** – mothering and beef production
- **Shorthorn** – carcass quality and hair growth

### **Selection of Show Steers**

- Start with evaluating the muscle composition of the young steer. Show steers should be heavy muscled in a balanced fashion, adequately muscled from front to rear.
- Secondly, make sure the show animal is correct in its structure. Some basic points to look for would be: deep bodied, balanced from front to rear, correct in their feet and legs, extended in its neck, straight and level in its top, level at the tail head, big footed, big boned, bold sprung, and deep in the flank. Ask yourself, “Does the animal have eye appeal?”
- Next consider size. Consider if the animal will be too small or too large for your purposes.
- Fleshing ability: will the steer be able to put on an adequate amount of finish to appear to be in the choice quality grade? For example: A tall flat ribbed steer that lacks depth of rib as well- may not be the body type to flesh and give the fresh/full appearance that is preferred in the show ring. Also, this animal may be very inefficient related to converting feed and allowing the steer to reach the choice quality grade by the show date.

### **Selection of Show Heifers**

- Considering the traits listed above related to correct structure of steers- apply the same traits to heifers. This is by far the place to start in selecting a good show heifer. They absolutely must be correct.
- Consider size. A heifer that is overly large for their breed, or one that is overly small related to their breed, will not do well in the show ring.
- The heifer needs to look like a good potential “mama cow”, be a good replacement prospect. Ask yourself, “Do they have that broody appearance that says they can produce a calf and hold together for at least 10 years?”
- They need to have an adequate and appropriate amount of muscle for their breeding. Just like a steer, the muscle needs to be balanced and adequate throughout their structure.
- They should be easy fleshing, easy keeping type females.

**Record Keeping.** Make sure to keep good records. There are 4-H Record Books and resource books available for all project areas. Your 4-H Agent and Club Leader will assist you in obtaining the proper

**Don't Lose Sight.** Exhibiting cattle is no different than any competitive sport, when it comes to the desire to win. However, it is important to remember that above all else, beef projects afford you the opportunity to do things together as a family. Remember too, that yes you are out there to win, but winning is not everything. At the end of the day, a competition is one man or woman's opinion and not everyone can win. However, when your youth leaves the ring, whether with a blue ribbon, or last place, help them to look at their work and realize the value of that work and the life lessons that they will take home. Help them to build on that experience and carry it into their next show season. Realizing the value of their work will last longer than that blue ribbon, and will be worth much more.

### **Shows and Fairs – Exhibiting Animals**

It is never too early to begin thinking about getting ready for a livestock event. In fact, if you wait until the last minute, you probably will miss a great opportunity to show your animal! Whether you are showing cattle, goats, sheep, swine, rabbits or poultry, there are some very important items that need to be addressed well in advance of a livestock event. Aside from the general preparation of your animal: breaking it, working with it, grooming it, etc., you need to pay close attention to [RULES & REGULATIONS](#) and [ENTRY FORM](#) due dates. Remember, that if you work with your animal your hard work will pay off!

\*If it is required that you be a **BONAFIDE** active 4-H member, make sure you have [enrolled or re-enrolled](#) in 4-H for the current year.

#### **Here are a few things to remember when getting ready for a livestock event:**

- Work with your animal well in advance of the show. If you cannot control your animal, you may be asked to leave the ring. Practice, practice, practice! It will be worth it!
- Learn about your animal. You should have general knowledge such as: breed, age, weight, what kind of feed you use, protein and fat content, how long have you owned it, how much feed do you use and why, would you change anything about your animal?
- Make sure your animal's vaccinations are up-to-date. Remember, you will be traveling with your animal which can stress it and make it more susceptible to health problems.
- Submit your **PROPERLY SIGNED** entry form(s) and fee(s) on time! If your 4-H Agent must sign it, don't wait until the last minute.
- If your animal is required to have a tattoo, make sure to take care of that well ahead of time. It will be checked at weigh-in against the information on your entry form. They must match!
- Registered and commercial heifers may be leased. A copy of the [Official Lease Agreement](#) will usually need to be submitted with the entry form.
- Pay close attention to ownership date requirements. **All** animals must have an [Official Certificate of Veterinary Inspection \(OCVI\)](#) for travel. FDACS Rule [5C-4.002](#) **Cattle or**



**Bison.**(1) OCVI Required.

- (a) Florida-origin cattle or bison moved for exhibition must be accompanied by an **OCVI dated not more than 90 days prior to exhibition**. Additional requirements vary by species.
- Sheep and goats will need a [Scrapie Tag](#) in addition to the **OCVI**.
- Poultry and domestic birds are required to have an **OCVI** for movement into Florida, but not specifically for exhibition. Birds presented for exhibition without an **OCVI**, will usually be inspected by a representative from the Florida Department of Agriculture, Division of Poultry. Ensure that your poultry have no external parasites, i.e., mites, fleas.
- Rabbits should be disease free and have no external parasites. All rabbits will be inspected.
- Swine entered into shows that are “non-terminal”, will be required to have proof of negative blood tests for brucellosis and pseudorabies in addition to an **OCVI**.
- Make a check-list of items to take with you. (A show box or tote will come in handy.)

**Some Things to Keep in Your Show Box:**

1. Grooming utensils/items (scotch comb, brush, shampoo, blower, extension cord, clippers, scissors), water hose etc.
2. Show equipment. Show stick, show halter/lead, tie out halter, lead ropes, neck tie, and **your** show clothes! **Proper attire is required**. Collared shirts (tucked in), close-toed shoes (no tennis shoes).
3. Feed, hay, buckets, feed tubs (rubber feed tubs work well), extra rope (you never know!), pitch fork, square point shovel (easier to lift up manure from cement!), rake, wheel barrow, water hose and spray nozzle.
4. General animal [first-aid kit](#). Antibiotic cream/salve, aspirin boluses and balling gun, blood stop powder, etc. If you are showing animals in a bed made with sand, it is a good idea to disinfect the sand before you place your animal on the ring. A simple bleach mixture of 1 part bleach to 4 parts water, in a spray bottle will do. You may need a fan, depending on the time of year.
5. Paperwork: A copy of the registration form you mailed/submitted. Depending on the species, your health papers (OCVI), your Scrapie tag information, swine blood test results, NPIP test, your lease document (if applicable), and your **ORIGINAL** breed registry papers, if required. Photocopies will usually not be accepted.
6. **Bring your knowledge and good sportsmanship!**

**BEEF CATTLE SHOW PROJECT**  
**Daily Care of Animals**

Daily care of your beef show project is a crucial step in not only being successful in the show ring – but also for learning the responsibility it takes to care for a project you are in charge of.

Key daily management practices:

- Feed your calf each morning and each evening at approximately the same time. Erratic feeding times can create digestive issues and a temperamental animal.
- Make sure to feed hay and/or allow your animal to graze at some point each day. Beef animals are naturally forage animals so they need this ingredient daily in their diet.
- Do not stall your animal continually. Beef project animals should be allowed to go outside and stall or barn each day. The best times to do this for most projects are during or after the evening feeding and then allow them to spend the night outside.
- An adequate amount of fresh water should be available at all times to the show animal.
- At least once per week, wash and rinse your show calf. Comb the hair down, first, then forward. Blow dry the hair in the forward position until almost dry. Spray something, such as a Show Sheen/Absorbine mixture, Final Bloom, or another conditioning product into the hair. Finish drying the hair. Prior to a show, perform this practice more often a week to two weeks before the show. Unless conditions warrant it, typically there is no need to use soap more than once per week. Rinse the calf with plain water as many times as needed during any given week.
- At least once per week, practice showmanship with your show animal. Generally, it is better to practice for one extended period per week than several short sessions. By practicing for an extended period – say 20-30 minutes – this more closely resembles what the animal will experience in the show ring.
- A few times per week, walk and tie your show animal. By doing this, you will help them get in “show shape” for the show ring. A good rule of thumb is 100-200 yards one way and 100-200 yards back. If you tie them and leave them alone, insure they are safe and will not hurt themselves should they become agitated.

An example weekly work/care schedule is as follows:

- Monday – Friday – feed at 6:00 AM and 4:30 PM each day. Check water and change if dirty. Fill the trough, if low. Make sure the automatic water apparatus is working, if that is in use. Feed animal outside at 5:30 PM and give them hay or a grazing source.
- Wednesday – walk show animal a total of at least 200-400 yards; while walking, stop a total of 8-10 times and set the calf up. After their walk, rinse and wash the calf, comb, and blow dry the hair.
- Saturday or Sunday afternoon – Walk animal for at least 200-400 yards; while walking, stop a total of 8-10 times and set the calf up. After their walk, rinse and wash the calf, comb, and blow dry the hair.

### **Herd Record – Beef Inventory**

The following page will be for you to enter your herd inventory. For the Beef project, you will need to keep track of animals in your herd. This includes animals you own or lease at the beginning of the year and any animals you acquire during the year. For each animal, list its name, ear tag number or registration number (if registered), birth date, sex (the usual abbreviations are: B=bull, S=steer, H=heifer, C=cow), breed, date acquired, how the animal left the herd and date, and value at the start and end of the project year (this may be the purchase price or appraised value). If you have a large herd, you do not have to record each animal. However, you should record all animals that are “project animals” or that you enter in any show.



## Herd Record

Animals Ear Tag, Name, Etc.	Birth Date	Sex	Breed	Date Acquired	Date Animal Left Herd	Value Beginning	Value End



## Herd Record

Animals Ear Tag, Name, Etc.	Birth Date	Sex	Breed	Date Acquired	Date Animal Left Herd	Value Beginning	Value End

## Project Finances

**(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)**

It is likely that you spent money on your 4-H project this year. This section will help you add up what it cost to complete your project. This section is where you can keep track of what you purchased and the other materials, supplies, and equipment you purchased or used for your project and what it cost to use. Feel free to add more copies of these pages if necessary.

Expenses are divided into four categories:

- **Feed expenses** - Remember the cost of feed = number of pounds of feed x price per pound. Also, when home-grown feeds are used, list feed cost at market value.
- **Equipment expenses** - Include hardware for build or repair of pens and facilities.
- **Other expenses** – Include things such as breeding fees, entry fees, transportation, etc.
- **Health/Medical expenses** - Include veterinary fees, medicines, supplements, etc.

Feed Expenses -	Project	Year
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(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)

[illegible]

Total	Sum of all feed expenses	\$

## Feed Tag Information

Please use a separate page to attach a tag or label from the feed being used by the project animal. If a home-made mix is used, please describe the mix.

1. What production level or type of animal is this feed designated for? (Ex. Market animal, lactating animal, growing animal, maintenance, etc.)
2. What is the Crude Protein level of this feed?
3. What is the main ingredient in this feed? (Hint: If the answer is not clear, it's probably the first ingredient listed.)
4. Is this a medicated feed?
5. If a medicated feed, what is the active drug ingredient?
6. Is there a withdrawal time for this drug ingredient?
7. The TDN (Total Digestible Nutrients) level of a feed indicates energy value. Please calculate the TDN level of this feed. Crude fiber level can be found on your feed tag.

**Formula = {84 - (1.5 x % Crude Fiber)} = \_\_\_\_\_ % TDN**  
 (Example: {84 - (1.5 x 15) = 61.5% TDN

**Equipment Expenses - \_\_\_\_\_ Project Year \_\_\_\_\_**

**(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)**

Date	Description of Expense(Include Quantities)	Cost
	<i>Example: Show Halter</i>	<i>\$49.99</i>



<b>Total</b>	<b>Sum of all equipment expenses</b>	<b>\$</b>

Other Expenses - \_\_\_\_\_ Project Year \_\_\_\_\_

(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)

<b>Date</b>	<b>Description of Expense (Include Quantities)</b>	<b>Cost</b>
<b>Total</b>		<b>\$</b>

Health and Medical Expenses - \_\_\_\_\_ Project Year \_\_\_\_\_

(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)

Date	Description of Expense (Include Quantities)	Cost
<b>Total</b>		<b>\$</b>

Income - \_\_\_\_\_ Project Year \_\_\_\_\_

(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)

List any income received from your project this year. For instance, this could include sales of any project-related items or cash prizes from contests or exhibitions. Income may also include live animals sold. It is quite likely your project had no income. If so, enter "None" under description and "0" under "Total Income."

Date	Description of Income (Include Quantities)	Income
	<i>Example: Sold 1 Beef Steer</i>	<i>\$1500.00</i>

<b>Total</b>		

**Total Project Cost - \_\_\_\_\_ Project \_\_\_\_\_ Year \_\_\_\_\_**

**(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)**

If your project earned more than it cost, then your project made a profit. In other words, if your income minus your expenses is a positive (+) number, then your project "made" money.

If income minus expenses is a negative (-) number, you spent more on your project than you earned from it. This amount is the total cost of your project. But don't worry if your project did not make a profit! Although a business aims to earn a profit, a 4-H project is intended to be a learning experience rather than a money making project. The important point to learn is that most activities have expenses. Therefore, you must be careful to spend money wisely.

<b>Total Expenses (Includes value of equipment and project animals)</b>	
Total Feed Expenses ( Page )	
Total Equipment Expenses (Page )	
Total Other Expenses (Page )	
Total Other Expenses (Page )	
Total Health/Medical Expenses (Page )	
<b>Total Expenses</b> (Add up all expenses and put number in box at right)	

#### **Total Project Cost or Profit**

Total Income (page)	
Total Expenses (from above)	
<b>Total Project Cost or Profit</b> (Subtract total expenses from total income)	

## Beef Project Weight Record

Project \_\_\_\_\_ Year \_\_\_\_\_

(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)

An important part of the 4-H Beef Project is to determine the efficiency of the feed program. Completing the chart below will help you determine: the cost to feed your market animal; the average daily gain; and the cost per pound of gain. Based on this information you may choose to make changes in your feeding program. But remember that genetics also influences an animal's rate of gain. Also, remember that if an animal is not fed an adequate amount of good quality feed, then it will not develop to its full genetic potential. If you have a large herd, you should maintain these records for your "4-H project Animals."

<b>A</b>	Total Number of Beef Animals in Record							
<b>B</b>	Total Feed Cost (from pg. ) - For All Animals							
<b>C</b>	Average Feed Cost per Animal (C = B/A)							
<b>D</b>	Total Beef Expenses (From Pg. - For All Animals)							
<b>E</b>	Average Total Expenses per Animal (E = D/A)							
<b>F</b>	<b>G</b>	<b>H</b>	<b>I</b>	<b>J</b>	<b>K</b>	<b>L</b>	<b>M</b>	<b>N</b>
ID Number or Name	Starting Weight (lbs.)	Date of Starting Weight	Finished Weight (lbs.)	Date of Finished Weight	Weight Gained (lbs.) K=I-G	Days on Feed L= #of Days from H to J	Average Daily Gain (lbs./day) M=K/L	Cost Per Pound of Gain (\$/lb.) N = C/K

## Animal Care & Management

Project \_\_\_\_\_ Year \_\_\_\_\_

(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)

Because your project is a living creature, it requires regular care and management. Here is the place to explain what you regularly do for or with your animal on a daily, weekly, monthly, and yearly basis. Be as specific as possible.

Do not forget to list the following:

- Observing (health check)
- Vaccinations/de-worming
- Feeding and watering practices
- Exercising
- Grooming (brushing, bathing)
- Clean and disinfect food/water containers
- Manure removal

<b>Daily</b>
<b>Weekly</b>

Monthly
Yearly

## Project Citizenship/Community Service

Project \_\_\_\_\_ Year \_\_\_\_\_

(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)

One of the most important components of being a 4-H member is learning “Service to Others.”  
List the citizenship activities that you or your club did.

Date	Citizenship Activity	# of people served
Example: 12-5-14	Collected peanut butter for local “Back-Packs For Kids” program.	145

### Show Ring Record

Project \_\_\_\_\_ Year \_\_\_\_\_

(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)

Record the date and name of any animal shows attended, placing out of the number of entries in the class, and any premium money earned.

Date	Show	Class	Placing	Premiums Earned
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
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			_____ out of _____	
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			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	



**Learning Experiences:** List your participation in demonstrations, talks, field trips, workshops, camps, judging events, or other learning experiences related to this project.

**Project** \_\_\_\_\_ **Year** \_\_\_\_\_

**(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)**

[illegible]

## Project Learning Experience Examples

PROGRAM	LEARNING EXPERIENCES	
	List your participation in demonstrations, talks, exhibits, radio and television appearances, newspaper articles written, tours, workshops, camps, judging events, field trips or other learning experiences in this program.	
	<b>DEMONSTRATIONS</b>	
	1991 - "Fencing Materials for Swine"	L2
	- "Fencing Materials for Swine" (Hog & Ham)	S1
1992	1992 - "This Little Pig Stayed Home"	L2/C1/D1/S1
7	- "This Little Pig Stayed Home" (Hog & Ham)	S1
5.00	1993 - "Pig Out--It's Healthy!"	C1/D1
0.00		
0.00	<b>EXHIBITS</b>	
1.00	1991 - Jackson County Fair Swine Show	C3
5.00	- North Florida Fair Swine Show	D3
	1992 - Jackson County Fair Swine Show	C3
	- North Florida Fair Swine Show	D4
1992		
1	<b>WORKSHOPS</b>	
2.50	1991-92 - State Hog & Ham:	
7.61	-Build a 1 Hog Smokehouse	S1
7.64	-Smoking Bacon, Sausage, and Hams	S1
0.03	-How to Pump Hams with Brine	S1
1992	-Swine Slaughter and Processing Procedures	S1
3	- How to Make Wholesale and Retail Cuts on Pork	S1
0.00	- Swine Judging Workshops	C2
0.00	1992 - State Hog & Ham:	
0/31	-How to Dry Cure Hams	S1
0.00	- Demonstration Workshops	C3
5.00	- Recordbook Workshops	C2
	- Swine Judging Workshops	C4
1992		
65	<b>TOURS/FIELD TRIPS</b>	
6	1989 - Jackson County Fair Swine Show	C1
19	1990 - Robert Hatcher Swine Farm	L1
1	- Tyler Hog Farms	R2
460	- PRIDE Swine Farm, Apalachee Correctional Institute	C3
754	- Jackson County Fair Swine Show	C1
2.00	1991 - Wakulla Swine Show	D1
	- West Florida Swine Show, Quincy	D1
	- Greg Hall Swine Farm	L1
	- Steve Basford Swine Farm	L1
	- University of Florida Meats Lab	S1
	1992 - Buren Eddins Swine Farm	L1
	- Charles Patrick Swine Farm	L1
	- Robert Hatcher Swine Farm	L1
	- Jenkins Swine Farm	L1
	- University of Florida Meats Lab	S1
	<b>CAMP</b>	
	1990-91 - 4-H County Camp	D2
	1992 - State 4-H Congress	S1
	<b>JUDGING EVENTS</b>	
	1991-92 - Jackson County Fair	D2
	1992-93 - Wakulla Swine Show	D2
	1993 - West Florida Livestock Show	D1

## **Project Leadership**

**Project** \_\_\_\_\_ **Year** \_\_\_\_\_

**(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)**

List your leadership participation in this project. Leadership experiences include holding an office, i.e., president, secretary, etc., times when you showed or taught others how to do something, or organized an event or activity related to your project. List the date, what you did, and number of people you lead or helped.

<b>Date</b>	<b>Leadership Responsibility – (what I did)</b>	<b># of people attending</b>

## Project Leadership Examples

### SECTION II — 4-H LEADERSHIP EXPERIENCES

#### A. VOLUNTEER LEADERSHIP

List your volunteer leadership participation in 4-H. Place asterisks (\*) beside leadership activities relating directly to the program outlined in Section I.

- 1989 \* - instructed 3 others how to feed and water hog
- 1990 \* - taught 2 swine project members how to complete recordbook
  - led clean-up crew in cafeteria at 4-H camp
  - served breakfast to 120 4-H'ers at camp
- 1991 \* - helped wash other 4-H'ers hogs
  - \* - instructed others in proper way to wash show pigs
  - \* - instructed 2 younger 4-H'ers how to judge market hogs
  - \* - gave direction to club members on the proper use of a showstick
  - \* - assisted club leader trim and groom club members' pigs
  - \* - provided 3 hogs for showmanship clinic
  - \* - assisted 4-H leader in ear-tagging club members' pigs
  - designed theme of county 4-H fair booth
  - coordinated materials for county 4-H fair booth
  - set up 1 judging class of candling eggs
  - set up 3 classes of exterior eggs
  - set up 1 class of poultry meats identification
  - set up 2 classes of live birds
  - gave instruction to 3 younger 4-H'ers on poultry judging
- \* - registered entrants at county fair swine show weigh-in
- \* - gave out recordbooks at county fair swine show
- \* - instructed 4-H'ers how to fill out swine recordbooks
- \* - recorded official weights for county fair swine show
- \* - prepared name tags for swine show pens
- \* - taught 7 4-H members how to do a Hog & Ham demonstration
- \* - helped in trimming and grooming other 4-H'ers show pigs
- \* - called local swine producer to set up judging practices at his farm
- \* - cleaned scales following swine weigh-in
- \* - loaded out 4-H Hogs after show & sale
- \* - coordinated 3 swine judging practices for club
- \* - provided 8 market hogs for judging practice
- co-organized Teens Reaching Youth (TRY) County 4-H Club
- sent out flyers promoting TRY organizational meeting
- answered phone calls concerning TRY meeting from teens
- conducted TRY organizational meeting
- designed and constructed TRY booth at county fair
- planned 4-H club meeting calendar
- called 4-H club members to remind them of meetings
- set up club house for 7 meetings
- cleaned up after 7 club meetings
- led 4-H pledge at county awards banquet
- set up tables and decorated for county awards banquet
- taught 2 4-H members how to prepare State Recordbooks

## **Knowledge and Skills I Gained**

**Project** \_\_\_\_\_ **Year** \_\_\_\_\_

**(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)**

There are many things to learn in 4-H. Check each item below that you learned or improved on, in 4-H during the past year.

### ***I learned or improved my ability to...***

#### **HEAD (*Independence*)**

- \_\_\_ try something new
- \_\_\_ set goals for myself
- \_\_\_ plan a project
- \_\_\_ keep myself organized
- \_\_\_ keep track of finances
- \_\_\_ keep records of my work
- \_\_\_ gain knowledge of my project
- \_\_\_ get more information about something I am interested in
- \_\_\_ use resources wisely
- \_\_\_ participate in a business meeting
- \_\_\_ run a business meeting
- \_\_\_ make wise choices and decisions
- \_\_\_ solve problems
- \_\_\_ learn from my mistakes
- \_\_\_ understand that it's ok to change my mind if I need to
- \_\_\_ pay attention to instructions

#### **HEART (*Belonging*)**

- \_\_\_ speak confidently in front of a group
- \_\_\_ give a public presentation
- \_\_\_ share my feelings or point of view
- \_\_\_ make myself understood without bullying or being loud
- \_\_\_ listen to other people
- \_\_\_ respect someone else's feelings
- \_\_\_ resolve differences of opinion
- \_\_\_ appreciate my cultural heritage
- \_\_\_ accept people who are different from me
- \_\_\_ get along with other kids
- \_\_\_ make others feel welcome
- \_\_\_ stand up for others
- \_\_\_ make new friends
- \_\_\_ appreciate the importance of friendships in my life

**HANDS (*Generosity*)**

- \_\_\_ work with others
- \_\_\_ work within a group
- \_\_\_ work within a committee
- \_\_\_ work with adults
- \_\_\_ get past differences to reach a goal
- \_\_\_ help others succeed
- \_\_\_ make something with my hands
- \_\_\_ explore a career interest
- \_\_\_ follow directions
- \_\_\_ lead others
- \_\_\_ find ways to make a positive contribution to society
- \_\_\_ understand the importance of community service
- \_\_\_ see that my efforts can make a difference
- \_\_\_ take the initiative to start something on my own

**HEALTH (*Mastery*)**

- \_\_\_ understand my strengths and weaknesses
- \_\_\_ finish something I started
- \_\_\_ be proud of my accomplishments
- \_\_\_ accept change
- \_\_\_ see that my character can effect a situation
- \_\_\_ take responsibility for my own words and actions
- \_\_\_ deal with winning and losing gracefully
- \_\_\_ be careful and practice safety
- \_\_\_ appreciate the importance of good health
- \_\_\_ stay healthy
- \_\_\_ feel good about myself

**Other:**

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## Looking Back

### What I learned this year....

This section is to be completed at the end of the project. It is meant to help you look back on all that you learned during the past year. This section includes the following parts:

- My goals completed
- A summary of knowledge and skills I gained
- The three most important things I learned
- Telling my story

### My Completed Goals

Project \_\_\_\_\_ Year \_\_\_\_\_

(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)

Look back on the goals you set for yourself at the beginning of the year. How well did you meet those goals? Use the space below to tell how well you did in reaching your goals. If you added new goals during the year, include them as well.

My goals for this year.	How I met my goals.
<i>Example: I will learn how to give a public presentation.</i>	<i>I attended county public presentation workshop. I had to change my topic three times. I should have practiced my presentation more before I gave it at the club meeting. I will start planning and practicing earlier next year!</i>

### Photos and Newspaper Clippings

**Project** \_\_\_\_\_ **Year** \_\_\_\_\_

**(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)**

This is the place to add any photos or clippings that you would like to include as a record of your project. Add captions and dates to your pictures so that anyone who reads your project record will know “what and where”.





**Telling My Story**

**Project** \_\_\_\_\_ **Year** \_\_\_\_\_

**(If recording more than one project, you will need separate records for each project, i.e., heifer, steer, etc.)**

Keeping in mind the things that you said you learned this year through your project, write a story that tells about your year. This is the place to relate your project to school, work, or family. Add extra pages if needed.


## Grading Your Record Book

Below is an example of the grading scale used by Jackson County 4-H.

### JACKSON COUNTY 4-H PROJECT BOOK GRADING SCALE

NAME \_\_\_\_\_ PROJECT NAME \_\_\_\_\_

YEAR(S) IN 4-H \_\_\_\_\_ LEVEL (JR, INT, SR) \_\_\_\_\_

<u>Categories</u>		<u>100 Points Available</u>	<u>Comments</u>
<b><u>EXPERIENCES IN 4-H PROJECTS and ACTIVITIES</u></b>		<b>Points Awarded</b>	
<b><u>Size and Scope of Project Involvement</u></b> (Set clear goals and indicated attainment or progress made toward goals. Attended club activities, participated in training, clinic, workshops, camps, judging events, shows, or fairs. Shared experience with others.)	<b>20</b>		
<b><u>Learning Experiences</u></b> (Actively engaged in learning opportunities through 4H or other outlets related to project area.)	<b>15</b>		
<b><u>Knowledge and Skills Gained</u></b> (Identifies skills or knowledge gained in project area.)	<b>10</b>		
<b><u>EXPERIENCES in 4-H CITIZENSHIP, LEADERSHIP, and VOLUNTEERSM</u></b>		<b>Points Awarded</b>	
<b><u>4-H Citizenship Activities</u></b> (Served on County, District, or State Council, County Advisory committees, Community Service Projects)	<b>15</b>		
<b><u>4-H Volunteer Leadership</u></b> (Mentored younger club members, taught or co-taught workshops/ or day camps, served as a 4H Camp Counselor, Club officer, Committee Member or Chair, or other 4H program.)	<b>10</b>		
<b><u>Volunteer Service Outside of 4-H</u></b>	<b>5</b>		
<b><u>TIMELINESS and APPEARANCE</u></b>		<b>Points Awarded</b>	
<b><u>Submitted on Time</u></b>	<b>10</b>		
<b><u>Complete</u></b>	<b>10</b>		
<b><u>Neat and Well Organized</u></b>	<b>5</b>		
<b>Total Points Possible</b>	<b>100</b>	<b>Total Pts. Awarded</b>	

*\*\*Instructions to grader: Read each book and look for completed forms, charts, 4-H story, and project photographs. Review and score each Record Book based on the standard below. Books are not to be compared since they are scored using the 4-H Danish System. Include any constructive remarks pertaining to its strengths, weaknesses, areas for improvement, items for deletion, etc. Be mindful of the age of the youth as well as the years of participation in the project.*



## 4-H Youth Development

**This document was developed by Jackson County 4-H Agent Angel Granger with the assistance of Stacey D. Warden, Jackson County 4-H Livestock Club Leader, August 2014. Funding for duplication of this document was provided by the Jackson County Board of County Commissioners.**

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