

# Northwest 4-H Life Skills and Other Animals Project Book Competition Guidelines

March 2007, updated August 2010

The aims of this competition are:

- ◆ to encourage members to provide complete, accurate information about all aspects of their 4-H project and club year.
- ◆ to recognize the record keeping efforts of 4-H members.

## Definition of a Project Book

A project book/binder contains the completed project records, 4-H member information and details on general 4-H activities. It contains only records for the current 4-H year and for one 4-H project. The record book is completed for the 4-H club Achievement Day

## Project Categories

### 1. Life Skills, Technology and Trade:

Clothing, Crafts, Creative Options, Computer, Entrepreneur, Exchange, Food, Gardening, Judging, Leadership, Performing Arts, Photography, Visual Arts, Environment, Nestbox, Outdoors, Automotive, Small Engine, Snowmobile, Welding, Wildlife Habitat, Field Crops, Woodworking, Explore 4-H and Environmental Farm Planning

### 2. Other Animals:

Sheep, Swine, Goat, Canine, Lama, Pheasant, Rabbit, Poultry, Feline, Pet, Poultry, Small Animal and Veterinary Science (added 2010)

## Age Group Categories

1. Junior: members 9, 10 and 11 years of age as of January 1 of club year.
2. Intermediate: members 12, 13 and 14 years of age as of January 1 of club year.
3. Senior: members 15 to 20 years of age as of January 1 of club year.

## Eligibility

Project books are judged at three levels: club, district and regional. All 4-H members in the Northwest Region in Life Skills 4-H projects and Other Animal 4-H projects can enter their current year 4-H project books at club level. To qualify for the next competition levels, district and regional, the books must place first in their age category and project category. Members may make corrections and/or additions, to their books after each competition, before being sent on to the next level of competition.

Each district may enter 3 books in each project category into the regional level of the competition: One Junior, One Intermediate and One Senior Book.

## **Awards**

Members with the top placing books, ignoring the final percentage, in each Age Category (Junior, Intermediate and Senior) receive for first place a portfolio and have their names engraved on the Northwest Region Life Skills and Other Animals 4-H Project Book Competition Plaques. Members with Second Place books receive a 4-H bag and for Third Place, a Northwest 4-H Pin. All participants receive a Northwest Region 4-H Record Book Certificate. The Awards are presented at the Northwest 4-H Fair in November.

## **Committee Responsibilities**

At each level of competition committees are responsible for:

1. Judging all books using Northwest 4-H Life Skills and Other Animals score sheet.
2. Choosing one junior, one intermediate, and one senior book in each project category to advance to the next level.
3. Sending books to the next competition level by the deadline stated.
4. Providing a contact name and telephone number for the next level committee.
5. Ensuring a judge has not marked at another level of the competition the same books in the same year.
6. Removing all previous score sheets before advancing the books to the next level.
7. Including a blank score sheet with each book with the top section information filled in for the next judge.

## **At Club Level**

Judge all books entered in the competition. The leader is responsible for ensuring members receive the current guidelines and scorecard. The project leader is to sign each project book.

## **At District Level**

Judge first place books from each club. Send the first place books for each category to the Regional 4-H Office by July 31<sup>st</sup> along with a detailed list of district winners for each category.

## **At Regional Level**

Judge the books from district competitions. Give the participants' and winners' names to the Regional 4-H Specialist by October 1<sup>st</sup>.

Each district, in turn, will be responsible for marking the Life Skills and Other Animals project books at the regional level.

2006 Drayton Valley	2011 Lac Ste Anne	2016 Parkland
2007 Yellowhead	2012 Westlock	2017 Leduc
2008 Athabasca	2013 Sturgeon	2018 Drayton Valley
2009 Evansburg	2014 Thorhild	
2010 Barrhead	2015 Strathcona	

## **Judges Responsibilities:**

1. Judges are to break all ties.
2. Judges are asked not to directly write in the project books; either write comments on the score sheet or on another piece of paper.
3. Judges may only judge at one Northwest Life Skills and Other Animals project book competition per year.

## **Changes**

Any changes to these project book guidelines are to be presented at the Northwest Regional 4-H Life Skills and Other Animals Committee Meeting following the Northwest Regional 4-H Council Annual Meeting, every third year. The next revision will be November 2009.

Copies of these guidelines will be distributed once per year to the Club Contacts for Northwest Region 4-H Clubs with Life Skills and Other Animal 4-H projects. For District Competitions, a copy will be sent to the District Council President.

# Northwest 4-H Life Skills and Other Animals Project Book Score Sheet

Revised: March 2007

Name \_\_\_\_\_ Project \_\_\_\_\_

Club \_\_\_\_\_ District \_\_\_\_\_

Category: Life Skills \_\_\_\_\_ Other Animal \_\_\_\_\_ Jr. \_\_\_\_\_ Int. \_\_\_\_\_ Sr. \_\_\_\_\_

Competition Level: Club \_\_\_\_\_ District \_\_\_\_\_ Region \_\_\_\_\_

## A. ORGANIZATION AND PRESENTATION

Cover - Durable and suitable

**A project book release form signed by the leader is to be included at the front of the book.**

**Title Page:** include Name, Club, Project, Age Category, Club Year, Membership Year \_\_\_\_\_/5  
(eg. Susan, Any Club, Crafts, Junior, 2006-2007, 2<sup>nd</sup> year member)  
Age category is of January 1 of club year.

**Organization** \_\_\_\_\_/5  
Includes Table of Contents and identifies sections of book.  
Information organized in an easy to follow sequence.

**Neatness and Accuracy** \_\_\_\_\_/5  
Mark as presented.  
Mechanics: spelling, arithmetic, punctuation, legibility  
Junior: pencil accepted as minimum; pen, computer or typewritten equally accepted.  
Intermediate and Senior: ink, computer, typewritten equally accepted; no pencil

**Originality** \_\_\_\_\_/5

## B. CONTENT

**Member Information** \_\_\_\_\_/5  
**General Information** sheet or **About Me** sheet.  
**Summary** of member's current 4-H year  
– Include a short story about the member's goals, participation, learning, etc.

**Club Information** \_\_\_\_\_/5  
Include all the following on a separate page:  
Agendas, meeting notes, program plans, etc.  
4-H Club member, executive and committee lists  
4-H Pledge / Grace / Motto

**Project Records** \_\_\_\_\_/50  
Complete, legible, neat, accurate. Specific requirements for each 4-H project as listed in manual. Should include descriptions of project meeting activities, labelled samples and photos, cost records, evaluation sheets, etc. Signed by leader

**News Articles and Photographs** \_\_\_\_\_/5  
All articles and photographs dated and source listed. Explain why article is included.

**Activities** \_\_\_\_\_/15  
**Record of 4-H Activities** that tells about member involvement from Club to Provincial events – communication (copy of Speech/Presentation), judging, etc

## C. COMMENTS

**Total** \_\_\_\_\_/100

*Sample*

## **4-H Project Book Release Life Skills and Other Animals Project Book Competition**

Club Name \_\_\_\_\_

Date \_\_\_\_\_

This certifies that I have received this 4-H project book by the agreed deadline date for further adjudication for Achievement Day results. A first place project book may be advanced to district and regional level project book competitions.

Both member and parents are aware that the book will be judged and materials within can be viewed by the person involved.

\_\_\_\_\_  
Club Leader Signature