



# Yearly 4-H Diary

from October 1,  to September 30,   
Year Year



Name  Phone

Address

Town/City  Postal code

Sex: Male  Female  Name of Parent/Guardian

Birthdate    Age (on January 1 of current 4-H year)   
Month Date Year

School Grade  University/ College Year  Years completed schooling

4-H Region

Name of my 4-H Club  # of members

Name of my second 4-H Club  # of members

This form covers my  (1<sup>st</sup>, 4<sup>th</sup>, 7<sup>th</sup>, and so on) year as a 4-H member, beginning at age nine or over.

## How to Fill Out the Diary:

- Go through the diary and write out your activities for the current year. Add any details needed. Do not use abbreviations. List each activity only once.
- Circle the number of points in the column provided.
- A 4-H Activity is eligible for a maximum of 2 points regardless of the number of days/events a member participates in.
- If you claim 2 points, you must have done a lot more work than most of the club members for this event. Indicate what you did extra.
- Total your points on each page. Complete page 12 and you're done!

## Please note:

- **Lines cannot be added to get points.**
- Club awards, including efficiency do not get points.
- When your parent or guardian and your leader sign this diary they are verifying that the information is correct.
- If you want to use this revised diary form for previous years, you must transfer the information from your old diary onto the new forms.
- Diaries should always be kept by the 4-H member in a safe location.

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# General Information

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## 4-H Activities

The *Basic 4-H Member Expectations* outline all the requirements of a 4-H member.

- You must complete a record book, attend 70% of club activities, do a communications activity, complete a community service activity and participate at achievement day to earn any points.
- If you belong to two clubs, you must meet the basic 4-H member expectations for both clubs.

*Club activities* include any organized non-project workshops, social events, or club fund raising activities. For example: Highway cleanup, Christmas social, or an awards day banquet. All planned club gatherings, other than meetings or project days should be claimed here.

*Project activities* are any activity where information is taught relating to your project. Examples include: a judging workshop, quilting demonstration, or an industry tour.

Project activities (such as showmanship demonstrations and workshops where members are taught skills) can only be claimed once.

- Activities relating directly to completing project requirements are not eligible. For example, a craft demonstration and workshop where members create a project they will be exhibiting at achievement day.
- Riding lessons, livestock weigh-in days and livestock sales are not eligible.

*Club Offices* must be elected or assigned at the beginning of the club year.

*Interclub events* are 4-H activities that involve more than just your club. **District, county or regional events** that are planned by councils usually appear on the program plan, and are advertised through council representatives.

*Interclub, district, county or regional project events* are activities related to your project area that involve more than just your club and are planned by the respective council or committee.

*District and Regional Councils* - You can mark this area only if you held an elected or assigned position or had committee responsibilities.

*Provincial and other major 4-H events* - All events that are planned by the provincial 4-H office should be listed here.

- Provincial contests, 4-H camps, exchanges, award trips, and other provincial programs are included here.
- If you attend as a delegate, you claim **one point**. If you attend as a counselor, or junior staff you will receive **two points**.
- If you counsel at more than one camp, you may claim both programs.
- Alberta 4-H Awards of Excellence and scholarships are not eligible.

## Non 4-H Activities:

The 4-H program recognizes that participation in other activities helps develop well-rounded individuals.

This page allows you to get points for other types of activities but you are only allowed to count an activity once.

- School extracurricular activities and community or youth group activities cannot be the same. Example: You cannot claim both school and community basketball.
- All special events or programs must involve personal development, be organized for a group of individuals and must involve at least three days (30 hours) total involvement. Remember this is a 4-H Diary and most of your points will reflect 4-H involvement.

*Recognition or service Award* - For points under this category, you must be recognized for achievement or service that covers a minimum six-month period.

- You are not able to count an award based on involvement in items you have previously listed on this page.
- Scholarships and Alberta 4-H Awards of Excellence do not count.

*Employment Recognition* - This category recognizes that some 4-H members are unable to participate in extra activities due to circumstances beyond their control. You can mark this area only if your employment prevents you from participating in other non 4-H events and you do not have more than four points claimed on this page. If you claim employment recognition, a maximum of 6 points can be claimed on the back page.

*Other Areas* - Courses or workshops offered to 4-H members by an outside agency (example Olds College) can be claimed as follows:

- as a club workshop if sanctioned and attended by the majority of the club members
- as a district workshop if sanctioned and attended by members from more than one club
- as a non 4-H activity (special event or program) if it meets the specified criteria (Western Canadian Classic and trade fairs would fit here).

### **For more information:**

- Please check your 4-H Diary; it provides clarification for most areas.
- If more assistance is needed, contact your key leader, regional 4-H specialist or the 4-H Branch in Airdrie at (403) 948-8509.

### **Yearly Diaries are records of your involvement in 4-H and other organizations.**

- Your diaries will help you obtain Alberta 4-H Award of Excellence medallions, apply for Selections, scholarships, complete a job resume, and remember the fun times you had in 4-H.
- Complete one diary for each year you are a 4-H member.
- Completing your diaries is easy, if you keep them up to date.
- Your diary is a valuable record of your 4-H and community involvement. Be sure to keep it in a safe place.

#### **Alberta 4-H Awards of Excellence**

##### **Diary Points**

##### **Approximate years of membership**

90 points = Bronze

3 years

150 points = Silver

4-5 years

220 points = Gold

6-7 years

320 points = Platinum

8+ years

Clubs apply for medallions once per year

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# Scoring Guide

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## Member Information

This diary is only for registered 4-H members who have reached their ninth birthday and have not reached their twenty-first birthday by January 1 of the current club year.

## Basic 4-H Member Expectations

### 1. 4-H Club Membership

You are eligible for points in a maximum of two clubs. Combine points from both your clubs on this form. Both 4-H leaders must verify and sign diary scores.

### 2. 4-H Club Involvement

For you to receive points for a club year, you **must meet all basic member expectations (a to e) listed below**. If you belong to two clubs, you must meet basic member expectations for both clubs.

- a) List your projects. For example: Beef, Crafts, Light Horse, and so on.

You must complete an official record book on your project for it to be counted. For example: beef heifer records, fed calf records, horse, senior opportunity records, craft records. If your project does not have an official record book, you should use the Generic 4-H Record Book.

Your leader must verify your completed record books.

If you are taking the Creative Opportunities project(s) you must describe your project.

If you are taking the green certificate program it may be eligible as a 4-H project as well. Discuss the expectations with your club leader.

- b) You must attend a minimum of 70% of all scheduled club activities. Clubs should provide an agenda at the beginning of the club year which states which club events are mandatory. This includes meetings, socials, workshops, etc.
- c) A communication activity can be counted if it involves all of the following:
- 1) you prepared it for a 4-H activity;
  - 2) you stood in front of a 4-H group to present it;
  - 3) your presentation was at least three minutes long.

Examples are public speaking competition, speech to your club, serving as a master of ceremonies, presentations, or a special report to your club

- d) You must participate in the club's achievement event with your project(s).

If your project is not available, you are still expected to have some part in the achievement event. For example: if your calf dies, you must be at achievement day to help out in some way.

- e) You were involved in a 4-H club activity that was of benefit to the community, but from which the club or individual members did not gain financially. **This is now a required club activity.**

Points are allowed if the club was paid, but donated the money to charity. Please specify who received the funds.

To receive points . . .

**Fill in the details on the line provided.  
Circle the number of points you have earned.**

**Participant**

**1. 4-H Club Membership**

I was a member in this (these) 4-H club(s):

- a) HAPPY HANDS 4-H MULTI CLUB 2 points
- b) \_\_\_\_\_ 2 points

**2. 4-H Club Involvement**

a) I completed the following project(s) along with the appropriate record book(s).

- project 1 FOODS 2 points
- project 2 \_\_\_\_\_ 2 points
- project 3 \_\_\_\_\_ 2 points

- b) I attended at least 70% of club activities - club A 2 points
- I attended at least 70% of club activities - club B 2 points

c) I completed the following communications activities.

- Date MARCH 22, 2012 - PRESENTATIONS COMPETITION club A 2 points  
- WINTER GETS THE BLUES
- Date \_\_\_\_\_ club B 2 points

- d) I participated in my 4-H club's achievement event - club A Date MAY 25, 2012 2 points
- I participated in my 4-H club's achievement event - club B Date \_\_\_\_\_ 2 points

- e) I participated in at least one club volunteer or charitable activity that was of benefit to my community
- specify with date CLEANED UP FAIRGROUNDS - MAY 2, 2012 club A 2 points
- specify with date \_\_\_\_\_ club B 2 points

All activities on this page are mandatory. If a member has not participated in a mandatory activity, no points are awarded for the club year. In emergency situations, participation requirements and expectations are at the discretion of the club.

**Total points this page** 12

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# Scoring Guide

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A 4-H club or project activity is eligible for a maximum of 2 points regardless of the number of days/events a member participates in.

## 3. a. 4-H Club Activities

Record any 4-H club activities including organized non-project workshops or social activities held in conjunction with club meetings or on separate days. All planned club get-togethers should be claimed here except meetings or project days. If you helped plan the event and attended the event, you may mark two points, but you must have done more work than other club members. For example: Christmas Social, Awards Day Banquet, Public Speaking or Diary workshops.

If your club has separate project achievement events on different days, you may claim a club activity for the second achievement day if you had a specific role in the event. You must specify the role. For example: if your project is crafts, but you were the announcer for the beef achievement day you can claim one point.

## 3. b. 4-H Club Project Activities

All project activities must relate to your project area and provide information to all project members. For example: judging workshop, quilting demonstrations, industry tours and skill clinics. A project activity may last any length of time.

- Achievement Day is not eligible because you have already claimed it under (2d).
- A project activity that is repeated can only be claimed once (example showmanship)
- A beef weigh-in day is not eligible because it is an expectation of the project
- Club Multi judging clinics can only be claimed once.
- Multi judging competitions can only be claimed once.
- If you attend a club project activity not related to your project, claim it under (3a) - Club activities.
- Activities relating directly to completing project requirements are not eligible. (For example a craft demonstration and workshop where members create a project they will be exhibiting at achievement day). Riding lessons, livestock weigh-in days and livestock sales are not eligible.

## 4. 4-H Club Offices and, or Council Representatives

All 4-H club positions are eligible. Examples of positions include: president, vice-president, secretary, treasurer, club reporter, historian, and district council representative. Positions must be elected or assigned at the beginning of the club year. To get points, you must complete the club's expectations of the position. You must be an active and participating member, and pass on all relevant information to your club as required and at the conclusion of your term of office

## 5. 4-H Club Committees

Committees must be nominated/selected by the club and activities must not duplicate activities recorded under 3a or 3b. *If you claim one point for being on the committee, you cannot claim 2 points for the activity in 3a or 3b.*

Examples of acceptable committees are lunch, social, telephone, fund raising, public speaking, and banquet.

*Fill in the details on the line provided.  
Circle the number of points you have earned.  
There is a maximum of 2 points for each line.*

**3 a. 4-H Club Activities**

I participated in or helped organize these tours, social events, fundraisers, workshops or contests:

Organizer/  
Participant Chairman

Name of Activity	Date	Location	
<u>PUBLIC SPEAKING WORKSHOP</u>	<u>OCT 5, 2011</u>	<u>ARENA</u>	① or 2 points
<u>IMPROMPTU ACTIVITIES AND PRACTICE WORKSHOP</u>	<u>NOV 2, 2011</u>	<u>ARENA</u>	① or 2 points
<u>HALLOWEEN BASH</u>	<u>OCT 29, 2011</u>	<u>SOMEWHERE</u>	1 or ② points
<u>CHRISTMAS PARTY</u>	<u>DEC 10, 2011</u>	<u>COMMUNITY HALL SOMEWHERE</u>	① or 2 points
<u>GAMES NIGHT</u>	<u>FEB 2, 2012</u>	<u>COMMUNITY HALL ARENA</u>	1 or ② points
<u>CAR WASH FUNRAISER</u>	<u>APR 22, 2012</u>	<u>SOMEWHERE FAIR GROUNDS</u>	1 or ② points

**3 b. 4-H Club Project Activities**

I participated in or helped organize these project activities:

Name of Activity	Date	Location	
<u>FOOD SAFETY WORKSHOP WITH JANE DOE</u>	<u>OCT 18, 2011</u>	<u>SOMEWHERE</u>	① or 2 points
<u>JUDGING WORKSHOP</u>	<u>JAN 14, 2012</u>	<u>COMMUNITY HALL SOMEWHERE</u>	① or 2 points
<u>TRAVELING SAMPLING SUPPER</u>	<u>MAR 11, 2012</u>	<u>FAIR GROUNDS EACH 4-H MEMBER'S HOME</u>	1 or ② points
_____	_____	_____	1 or 2 points

**4. 4-H Club Offices and Council Representatives**

I held these positions:

<u>SECRETARY</u>	② points
<u>CLUB REPRESENTATIVE TO DISTRICT COUNCIL</u>	② points

**5. 4-H Club Committees**

I was an active member or chaired the following committees:

<u>PHONING COMMITTEE</u>	① point
_____	1 point
_____	1 point

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# Scoring Guide

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A 4-H district/county or regional activity or project activity is eligible for a maximum of 2 points regardless of the number of days/events a member participates in.

*If a member attends, but does not participate in an activity, points are only awarded if the member prepares and delivers a report about the activity to the club.*

## 6. Interclub District or County or Regional 4-H Activities

I took part in these tours, social events, fundraising activities, workshops or contests beyond my own 4-H club this year. If you helped organize and attended or staffed any of these, you may claim 2 points. If you just organize or just attend claim one point.

- Activities must involve at least one other club to qualify as an interclub activity. For example: public speaking contests, workshops, and district exchanges.
- If a member participated in an exchange the exchange counts, not the associated activities.

## 7. Interclub District or County or Regional Project Activities

- Do not count interclub achievement days.
- Do not count the sale of your project.
- All interclub/county or regional project activities are eligible if the project activity is identified and project skills are taught or demonstrated. For example: multi judging.

## 8. District and, or Regional 4-H Councils

All district and regional executive positions are eligible.

- If you are the districts' regional council representative, indicate this here.
- If you are selected at provincial 4-H Selections to be a regional ambassador or premier's award recipient, record it here. Activities related to this honor are recorded under section 6 or 7.
- If you are selected by your district to be a district Key Member, record it here. Activities related to this honor are recorded under section 6 or 7.

## 9. District and Regional Council Committees

Committees must be nominated/selected by the club and activities must not duplicate activities recorded under 6 or 7. If you claim one point for being on the committee, you cannot claim 2 points for the activity in 6 or 7.

## 10. Provincial and Other Major 4-H Events - List only activities planned by the Provincial 4-H office.

I attended these camps, provincial contests or events, exchanges, or other major 4-H events this year. If you participated check the one point box. If you were a leader, organizer, counselor, or junior staff, you are eligible for 2 points.

- All provincial activities count in this section.

*Example: Event – PDP Month – Aug Location – Battle Lake*

- Youth Exchanges Canada can be recorded here or under section 3a, or 6, but not under more than one. Participation in the exchange will count, but not the associated activities. An exchange, including hosting and traveling, if completed in the same year is counted as one event.
- Hosting an exchange delegate counts, but not all the associated events.
- Highway cleanup is eligible here, or under 3a – but not both
- Provincially organized radio promotional spots count here.
- Ambassador and Key Member training would count here.
- Alberta 4-H Award of Excellence and scholarships are **not** eligible

Fill in the details on the line provided.  
 Circle the number of points you have earned.  
 There is a maximum of 2 points for each line.

**6. Interclub, District, County or Regional 4-H Activities**

I participated in the following activities:

Organizer/Jr Staff/

Participant or Chairman

Event	Date	Location	
DISTRICT CURLING	DEC 3, 2011	SOMEWHERE CURLING RINK	① or 2 points
DISTRICT PRESENTATIONS COMPETITION	MAR 22, 2012	SOMEWHERE TOWN HALL	① or 2 points
4-H OPPORTUNITIES WORKSHOP	APR 8, 2012	NEXTTOWN SENIORS CENTRE	① or 2 points
DISTRICT BAKE SALE FUNDRAISER	MAY 27, 2012	NEXTTOWN FARMERS MARKET	① or 2 points
SPRING FLING JR STAFF	MAR 31-APR 1	WAINWRIGHT	1 or ② points

**7. Interclub, District, County or Regional Project Activities**

I participated in or helped organize these project activities:

Project Activity	Date	Location	
OUTDOOR COOKING	JUN 3, 2012	COUNTY CAMPGROUND	① or 2 points
FOCUS ON 4-H	JUL 1-3, 2012	MAYERTHORPE	① or 2 points
			1 or 2 points
			1 or 2 points

**8. District and Regional 4-H Councils**

I held these district and regional 4-H Council Executive positions:

			2 points
			2 points

**9. District and Regional 4-H Council Committees**

I was an active member or chaired the following:

DISTRICT COUNCIL SOCIAL COMMITTEE			① point
			1 point

**10. Provincial and Other Major 4-H Events**

Event	Date	Location	
SELECTIONS	APR 28-MAY 1, 2012	OLDS COLLEGE	① or 2 points
LTCS	JUN 26-30, 2012	BATTLE LAKE 4-H CENTRE	① or 2 points
JR CAMP #1 COUNSELOR	JUL 10-14, 2012	BATTLE LAKE 4-H CENTRE	1 or ② points
			1 or 2 points
			1 or 2 points

Total points this page 13

Total 4-H points (pages 5, 7 and 9) 43

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# Scoring Guide

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## Non 4-H Activities

This section recognizes activities outside of 4-H. Involvement in areas other than 4-H creates a well-rounded individual. We recognize types of activities rather than individual levels or achievement in that activity area. Achievement is already recognized by the other organizations. Yearly 4-H Diaries and the Medallion Program are designed for 4-H involvement, therefore **each non 4-H activity will only be recognized once on this entire page.**

If a member sells a product for school or other community organization, it is not eligible for points. Belonging to the organization selling the product may count if involvement is more than 30 hours, and if involvement is voluntary.

### 1. School Groups or School Sports Teams

- School credit courses do not count. Points are not allowed for participation in activities that are required for a school mark or credits. Green Certificate is not eligible
- Membership in the Students Union does not count.
- Membership on student union executive councils or committees count.
- Extra curricular activities including volunteer coaching do count, but each activity can only be recognized once. For example: high school badminton team is eligible for points but provincial finals - badminton would not be eligible as well.
- Intramural activities or house leagues - you must be on the organizing executive committee, receive a school participation award, or participate a minimum of twice per week in organized events.
- If your activity is a class or school expectation (for example Grade 6 camp/Grade 7 band), it is not eligible.

### 2. Community Youth Groups or Organizations

- Each youth group or organization can only be recognized once.
- Skill lessons count, but only at one level. For example: piano, swimming, ballet and riding lessons.
- Sports teams are recorded once no matter how many levels or tournaments you participated in. For example: hockey.
- Clubs such as choir, band, theater, stamp or canoe count
- Volunteer activities count if it involves six months or 30 hours of personal time commitment.
- Breed association memberships can only be counted once and only if you are on the association executive or a specified committee. The position or committee must be named.
- School extracurricular activities and community activities cannot be the same. For example, you cannot claim both school and community basketball.
- Church activities count, but you can only claim one church related activity.

### 3. Special Events or Programs

- Activities in this section must involve personal development, be of an organized group nature, and consist of at least 30 hours involvement. Events or programs listed in this section must **not** be associated with your involvement in school or community organizations as listed under sections one or two.
- Exhibitor events such as fairs or livestock shows do count, but only once and only if at least 30 hours of personal time has been committed.
- Other camps, including sports camps (if the sport is not listed above), charity fund raising events, A.C.C.A. activities, 3 day courses like first aid, AADAC, babysitting, and skill clinics count here.

### 4. Recognition or Service Award

- Any special recognition or service award can be used. For example: citizenship award, honour roll, rodeo queen, top school athlete, and so on. The award must recognize achievement or service that covers a minimum six month period.
- Awards such as perfect attendance, Canada fitness awards, swimming or skill badges, do **not** count.
- An award based on involvement in items listed above is not eligible. For example: top school athlete would not count if you already received points for volleyball team, basketball team, and so on.
- Honour Roll only counts for students in Grades 7 and higher. An 80% average in all subjects must be attained for the entire school year. This is based on standards used by the majority of schools.
- Scholarships do not count.

### 5. Employment Recognition - Recognizes that some 4-H'ers are unable to be involved in extracurricular activities.

- Employment must be paid and must consist of a minimum average of 10 hours per week for a six month period.
- Employment at home, if above and beyond the normal "chores" expected, will be eligible if at least an average of 10 hours per week is worked; and if employment at home limits involvement in non-4H activities.
- Employment recognition will only be accepted if four or fewer points are accumulated on this page. If you claim employment recognition, you will have a maximum of 6 points on this page. You are encouraged to include this area if you are employed – but do not add the points. The marker will add points if you are eligible.

*Fill in the details on the line provided.  
Circle the number of points you have earned.*

**Non 4-H Activities**

**1. School Groups or School Sports Teams**

*Participant*

SOMEWHERE HIGHSCHOOL VOLLEYBALL TEAM

1 point

SOMEWHERE HIGHSCHOOL BASKETBALL TEAM

1 point

STUDENTS AGAINST DRUNK DRIVING (SADD)

1 point

1 point

**2. Community Youth Groups or Organizations**

ST. PETER'S UNITED CHURCH YOUTH GROUP

1 point

PIANO LESSONS

1 point

1 point

**3. Special Events or Programs**

Date/Event ENCOUNTERS WITH CANADA - MAR 6-10 2012 - A PROGRAM OF CANADIAN STUDIES IN OTTAWA

1 point

Date/Event \_\_\_\_\_

1 point

Date/Event \_\_\_\_\_

1 point

**4. Recognition or Service Award**

Type of Award

Presented by

CITIZENSHIP AWARD      SOMEWHERE HIGHSCHOOL

2 points

**5. Employment Recognition**

Employer

2 points

**Total points this page**

8

(Page 11 only)

Office Use Only

Total 4-H points for this year from page 9

43

+

Total Non-4-H points for this year from page 11

8

+

Add previous Diary Points

137

=

Current Total — Diary Points to Date

188

*Jane Doe*

Signature of Member

*Mildred Doe*

Signature of Parent or Guardian

This youth was a member in good standing of a 4-H club in which I was a leader this year. The information shown is correct to the best of my knowledge.

*My 4-H Leader*

Signature of 4-H Leader or Assistant (other than parent) - Club A

Signature of 4-H Leader or Assistant (other than parent) - Club B

This area is for you to record any awards or special recognition, or other 4-H events that you participated in this year. Please provide Name of event/Date/Location and other relevant information.

MY 4-H RECORD BOOK WENT ON TO THE REGIONAL COMPETITION (THERE WAS NO ROOM TO RECORD THIS). OUR CLUB ALSO HELD A WIND-UP PART AND AWARDS BANQUET ON JUN 24 2012 THAT I ATTENDED (THERE WAS NO ROOM TO RECORD THIS). I WAS AWARDED THE MOST VALUABLE PLAYER AWARD FOR VOLLEYBALL. ONCE A MONTH I VOLUNTEER AT THE SENIOR'S LODGE PLAYING PIANO. OCCASIONALLY I ASSIST WITH SUNDAY SCHOOL PROGRAMS AT THE UNITED CHURCH. I ACHIEVED HONOR ROLL STANDING IN GRADE ELEVEN. THROUGH THE SADD CLUB I ORGANIZED "DEAD DAY" AT MY SCHOOL. I OCCASIONALLY VOLUNTEERED AS A PHOTOGRAPHER FOR THE SOMEWHERE SCHOOL YEARBOOK, ABOUT 15 HOURS. I WAS ACTIVELY INVOLVED IN ORGANIZING A BASKETBALL PEP RALLY AT SOMEWHERE SCHOOL.