 

**Name: Level: Category: Project:**

Scoring Rubric

Arkansas 4-H Record Books

**SCORE:**

**General - Section I - Section II - Section III - Section IV - Section V – Story (VI) – Photos (VII) - Resume -**

**General 4-H Record Book (10 Points)**

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| --- | --- | --- | --- | --- | --- |
|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Spelling and Grammar Correct – Entire document | No spelling & grammatical errors | Minimal spelling or grammatical errors (1-5) | Some spelling or grammatical errors (6-10) | Significant spelling & grammatical errors | No work shown |
| Record book has proper font size/type face | Yes  2 Points | | No  0 Points | |  |
| Record book uses proper 1-inch margins | Yes  2 Points | | No  0 Points | |  |
| Record book form proper length (does not exceed 10 pages) | Yes  2 Points | | No  0 Points | |  |

**SECTION I - Project Work (63 points possible) –**

1. **Project Goals** (8 points possible) - State your THREE (3) S.M.A.R.T. project goals(s) for this year. (Remember they should be **Specific, Measurable, Attainable, Relevant, Timely**)

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Project work reflects work towards goal(s) | All three goals are directly related to project work | 2 of the three goals relate to project | Only one goal related to the project | Goals do not relate to project work | No goals listed |
| Goals are **S**pecific, **M**easurable, **A**ttainable, **R**elevant & **T**imely | All goals that meet 4-5 S.M.A.R.T standards | All goals that meet 3  S.M.A.R.T standards | All goals that meet 2 S.M.A.R.T standards | Goals are vague and do not meet SMART Standards | No goals listed |

1. **Most Important Things I Learned this Year** (4 points possible) - List the three most important things you learned this year in your 4-H projects.

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Depth and quality of knowledge | All lessons learned detail how they relate to goals, and are relevant | Majority of lessons expand on the projects, but detail not provided. | Lessons are simply restated goals, no expansion on what they learned | Lessons do not relate to goals listed | No work shown |

1. **Main Project Work Overview** (12 points possible) -Describe all the things you have done in your main 4-H main project. Use numbers if you can (example: number of animals, size of garden, miles walked, recipes created, etc.). Show financial information if you can. Give totals where possible.

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Time in Project | 4-5 years of project work indicated | 3 years of project work indicated | 2 years of project work indicated | 1 year of project work indicated | No work shown |
| Variety of activities | Activities reflect 10+ aspects of the project | Activities reflect 5-9  aspects of the project | Activities reflect 2-4 aspects of the project | Activities focus on only one aspect of the project | No variety of activities |
| Numbers used | Used Numbers - 2 | | Used Minimal Numbers - 1 | | Did not use numbers – 0 |
| Information presented in organized manner | Highly Organized - 2 | | Some information organized- 1 | | Unorganized - 0 |

1. **Educational Experiences in Your Main 4-H Project** (12 points possible) - Record activities you participated in and learned about in your main project. List tours, talks or demonstrations seen or heard, individual instruction, exhibits, workshops, camps, competitions, consumer experiences, interviews made, websites visited, books and pamphlets read. Be sure to indicate level where educational experience took place.

# Use level (L=local/club, C=county, MC= multi-county, D=district, S=state, R=regional, N=national, I=international)

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Types of learning experiences | Participated in 7+ different types of educational experiences | Participated in 5-6 different types of educational experiences | Participated in 3-4 different types of educational experiences | Participate in 1-2 types of educational experiences | No work shown |
| Depth of learning experiences | Experiences covering 7+  topics related to project | Experiences covering 5-6  topics related to project | Experiences limited to covering 3-4 topics related to project | Experiences in 1-2 topics related to project | No work shown |
| Several levels indicated (L, C, MC, D, S, R, N, I) | Has experiences in local, county, district and/or multi county, state and/or national/international levels | Experiences only at the local, county and district and/or multi county level | Experiences only at the local and county level | Experience only at the local level | No levels indicated |

1. **Overview of Other 4-H Projects** (15points possible) - This page is to be used to report experiences in those projects and

activities that are not reported on page 2. Report no more than three. List the name of each project and then tell your activities. Use numbers if you can (# of animals, size of garden, household safety checks, first aid kits built, etc.) **Do not repeat activities reported anywhere else.**

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Time in Projects | 4-5 years of project work indicated | 3 years of project work indicated | 2 years of project work indicated | 1 year of project work indicated | No work shown |
| Activities shown in projects | Activities reflect 12+ aspects of the projects | Activities reflect 9-11 aspects of the projects | Activities reflect 5-8 aspects of the projects | Activities reflect 1-4 aspects of the projects | No work shown |
| Project areas shown | 3 Projects shown – 3 | | 2 Projects shown - 2 | 1 Project shown - 1 | No work shown - 0 |
| Numbers used | Used Numbers - 2 | | Used Minimal Numbers - 1 | | No numbers used – 0 |
| Information presented in organized manner | Highly Organized - 2 | | Some information organized- 1 | | Unorganized - 0 |

1. **Educational Experiences in Other Projects** (12 points possible) - List activities which you participated in and learned things about your

***other*** projects. Include tours taken, workshops, demonstrations or talks seen or heard, judging events attended, interviews made, books and pamphlets read, and exhibits. Use level **(L=local/club, C=county, MC= Multi-County, D=district, S=state, R=regional, N=national, I=international)**

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Variety of experiences | Participated in 7+ different types of educational experiences | Participated in 5-6 different types of educational experiences | Participated in 3-4 different types of educational experiences | Participate in 1-2 types of educational experiences | No work shown |
| Depth of learning experiences | Experiences covering 7+ topics related to project | Experiences covering 5-6 topics related to project | Experiences limited to covering 3-4 topics related to project | Experiences in 1-2 topics related to project | No work shown |
| Several levels indicated (L, C, MC, D, S, R, N, I) | Has experiences in local, county, district and/or multi county, state and/or national/ international levels | Experiences only at the local, county and district and/or multi county level | Experiences only at the local and county level | Experience only at the local level | No levels indicated |

**SECTION II – 4-H Leadership (38 points possible)**

**A. 4-H Leadership Experiences (26 points possible)** - List your 4-H leadership experiences and include 4-H promotional leadership activities. Remember – leadership is **planning, leading, teaching, conducting, organizing, coordinating, directing, etc. Do not repeat information listed on any other page.** List demonstrations and talks given in this section. Use numbers reached here only if they were face-to-face contacts. \* used to indicate work in project areas. **(L=local/club, C=county, MC= multi-county, D=district, S=state, R=regional, N=national, I=international)**

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Variety of leadership shown | 7+ different types of leadership experiences | 5-6 different types of leadership experiences | 3-4 different types of leadership experiences | 1-2 types of leadership experiences | No work shown |
| Leadership topics | 7+ different topics | 5-6 different topics | 3-4 different topics | 1-2 different topics | No work shown |
| Time in leadership roles | 4 years of leadership | 3 years of leadership | 2 years of leadership | 1 year of leadership | No work shown |
| Knowledge shared within their local 4-H club or other 4-H clubs | 7+ presentations | 5-6 presentations | 3-4 presentations | 1-2 presentations | No work shown |
| Knowledge shared with non-4-H groups | 4+ presentations | 3 presentations | 2 presentations | 1 presentation | No work shown |
| Several levels of leadership shown (L, C, MC, D, S, R, N, I) | Has experiences in local, county, district and/or multi county, state and/or national/ international levels | Experiences only at the local, county and district and/or multi county level | Experiences only at the local and county level | Experience only at the local level | No levels indicated |
| Used \* to indicate project work | Yes - 2 | | No - 0 | | |

**B. 4-H Elected/Appointed Leadership (12 points possible)** - List 4-H offices you have held and committees served on. Give your specific responsibility. Use **L=local/club, C=county, MC= multi-county, D=district, S=state, R=regional, N=national, I=international.**

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Elected Roles | Held 5+ elected roles | Held 3-4 elected roles | Held 2 elected roles | Held 1 elected roles | No elected roles |
| Committees | Served on 5+ committees | Served on 3-4 committees | Served on 2 committees | Served on 1 committee | No committee work |
| Several levels of leadership shown (L, C, MC, D, S, R, N, I) | Has experiences in local, county, district and/or multi county, state and/or national/ international levels | Experiences only at the local, county and district and/or multi county level | Experiences only at the local and county level | Experience only at the local level | No levels indicated |

**SECTION III - Community Service/Service Learning (16 points possible)** LIMITED TO 1 ½ pages

**A. Community Service/Service Learning** - List, by year, your community service activities. Include everything you did that helped someone else (excluding family members). Project work indicated with \*

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Variety of service activities | Participated in 7+ types of service activities | Participated in 4-6 different types of service activities | Participated in 3-5 different types of service activities | Participated in 1-2 different types of service activities | No work shown |
| Active in-service projects | 16+ service projects indicated | 11-15 service projects indicated | 6-10 service projects indicated | 1-5 service projects indicated | No work shown |
| Time spent completing service projects | 16+ hours spent per year shown | 10-15 hours spent per year shown | 5-9 hours spent per year shown | 1-4 hours spent per year shown | No work shown |
| Community service in project areas evident (indicated by \*) | 8+ service activities relate to project areas. | 5-7 service activities relate to project areas. | 2-4 service activities relate to project areas. | 1 community service work related to project indicated | No work shown |

**SECTION IV – 4-H Awards and Promotion (26 points possible)**

1. **4-H Awards** (14 points) - List, by year, major awards received in 4-H (including fairs). --LESS THAN ½ Page. Project related awards indicated with \*. Levels indicated with **(L=local/club, C=county, MC= multi-county, D=district, S=state, R=regional, N=national, I=international)**.

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Participated in 4-H competitive activities | Awards from State (or above), district and/or multi-county, county and club level | Awards from district and/or, county and club level | Awards from county and club level | Awards only at club level | No awards listed |
| Variety of competitive activities | Participated in 6+ competitive areas | Participated in 4-5 competitive areas | Participated in 2-3 competitive areas | Only participated in one kind of competitive activity | No variety listed |
| Awards related to project areas indicated with \* | Yes - 2 | | No - 0 | | |
| Awards listed by year | Yes - 2 | | No - 0 | | |
| Only awards from 4-H (including fairs) listed | Yes - 2 | | No - 0 | | |

1. **4-H Promotion/Marketing** (12 points) List, by year, special 4-H promotional activities*.* –LESS THAN ½ Page. \*. Levels indicated with Indicate level **(L=local/club, C=county, MC= multi-county, D=district, S=state, R=regional, N=national, I=international).**

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Promotional Activities | Promoted 4-H through 15+ activities, | Promoted 4-H through 10-14 activities. | Promoted 4-H through 4-9 activities | Promoted 4-H through 0-3 activities | No work shown |
| Promotion Methods | Used 6+ methods | Used 4-5 methods. | Used 2-3 methods | Used 1 method | No work shown |
| Participated in 4-H promotion | Promotion conducted at the State (or above), district and/or multi-county, county and club level | Promotion conducted at the district and/or, county and club level | Promotion conducted at the county and club level | Promotion conducted only at club level | No levels indicated |

**SECTION V – 4-H Impact (5 points possible)** 4-H Impact - In 100 words or less describe the differences 4-H has made in your life.

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| Impact of 4-H | Impact of 4-H clearly indicated - 3 | Impact of 4-H superficially referenced - 2 | Does not focus on impact of 4-H - 1 |
| Impact Length | Statement 100 words or less – 2 | | Statement over 100 words - 0 |

**SECTION VI - 4-H Story (28 points possible) – 5 pages or less, 12 point, Times New Roman font, 1” margins, double spaced**

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Expresses what the 4-H’er has learned | 2+ paragraphs summarizing what they have learned | 1 paragraph summarizing what they have learned | 1-2 activities described but with incomplete sentences or ideas | Nothing in story related to what they have learned | No work shown |
| Project work well presented | 2+ paragraphs detailing project work | 1 paragraph detailing project work. | 1-2 activities described but with incomplete sentences or ideas | Nothing in story related to project work | No work shown |
| Leadership work well presented | 2+ paragraphs detailing leadership activity | 1 paragraph detailing leadership activity | 1-2 activities described but with incomplete sentences or ideas | Nothing in story related to Leadership work | No work shown |
| Community Service work well presented | 2+ paragraphs detailing community service | 1 paragraph detailing community service | 1-2 activities described but with incomplete sentences or ideas | Nothing in story related to community service | No work shown |
| Impact 4-H has had on career and education goals are articulated | 2+ paragraphs detailing career and education goals. | 1 paragraph detailing career and education goals. | 1-2 activities described but with incomplete sentences or ideas | Nothing in story related to career or education goals | No work shown |
| Correct use of grammar and spelling | No spelling &  grammatical errors | Minimal spelling or  grammatical errors (1-5) | Some spelling or  grammatical errors (6-10) | Significant spelling &  grammatical errors (11+) | No work shown |
| Story is formatted correctly and is within correct length restriction. (Under 5 pages, black ink, 1 inch margins, double spaced) | Meets all four (4) format requirements | Has three (3) of the format requirements | Has two (2) of the format requirements | Has one (1) or less of the format requirements | No work shown/Not within length restriction |

**SECTION VII - 4-H Photos (21 points possible) 4-page max-one sided. Additional 10 pages for photography project**

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Main project photos show involvement | 8-9 pictures | 5-7 pictures | 3-4 pictures | 1-2 pictures | No pictures |
| Other project photos show involvement | 8-9 pictures | 5-7 pictures | 3-4 pictures | 1-2 pictures | No pictures |
| Leadership photos show involvement | 8-9 pictures | 5-7 pictures | 3-4 pictures | 1-2 pictures | No Pictures |
| Community service photos show involvement | 8-9 pictures | 5-7 pictures | 3-4 pictures | 1-2 pictures | No Pictures |
| Captions used | Captions with year on all pictures - 3 | Captions with year on most pictures - 2 | Captions with year on some pictures - 1 | No captions - 0 | |
| Pictures span years of membership | Yes – 2 | | No - 0 | | |

**Advanced Only**

**Resume (12 Points)**

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|  | **Very Good**  **4** | **Good**  **3** | **Fair**  **2** | **Needs Improvement**  **1** | **No Work Shown**  **0** |
| Complete Resume | Includes contact information, Personal Development statement, education,  employment, skills, and honors | Missing 1 component of resume | Missing 2-3 components of resume | Missing over 4+ components of a resume | No work shown |
| Style, Appearance & Tone | Is not overcrowded, font style and size  readable, relevant info on top ½ of page, Section headings reflect content, bullets used | Has two errors in basic formatting | Page Appears crowded, exceeds two pages | Margins less than ½ inch or  more than 1 inch, exceeds two pages, is unreadable | No work shown |
| Grammar/Spelling | No spelling & grammatical errors | Minimal spelling or grammatical errors (1-5) | Some spelling or grammatical errors (6-10) | Significant spelling & grammatical errors (over 10) | No work shown |

**Additional Comments from Judge:**

**Judges Initials**