



## Reflect and Record

The end of summer is a great opportunity to stop and reflect on the past 4-H year. Many 4-H members reflect on their successes, their failures, and their experiences through a 4-H record book. Record books are presented in a variety of ways, sometimes through journals, videos, or slideshow presentations. All of these formats allow 4-H members to reflect on their project goals and determine how much progress was made over the past year.

Keeping record books throughout a 4-H career will help youth end up with a summary of all that they've done through their time in 4-H. This summary can be helpful when filling out job and college applications. Record books may also be helpful when applying for county scholarships or awards.



Credit: Alyssa Zirbel

## Developing Life Skills

Keeping records of work during a 4-H career helps to grow important life skills.

- » **Self-reflection** on experiences and accomplishments
- » **Goal setting** for the future
- » **Planning and organizing** a successful project or experience
- » **Critical thinking** when challenges arise or things don't go quite as planned
- » **Budgeting** time to meet deadlines and budgeting money to cover the cost of supplies

## Adults can create space for youth reflection.

- » Help your youth consider what their goals were for the past year and determine if they met their own expectations.
- » Begin to consider goals for next year. Ask questions like, "If you were going to do things again, how would you do them differently?"
- » Reflect regularly with your youth about their experiences at meetings and events.
- » Take a lot of pictures. Photos and videos are great ways to record participation in activities while also recording achievements.
- » Set aside a few minutes every month for 4-H youth to fill out records.

Clubs and counties may offer awards for keeping high quality records. Check with your local club leader or county educator to learn more.







## Track Your Progress

4-H members like you do awesome things every year. Keeping track of what you do in 4-H can help you to talk about your accomplishments with others. Many members keep track of what they did with a 4-H record book. Record books can be really helpful when you apply for college, jobs, or scholarships!

### What should I record?

There's a lot that you can do in 4-H, so keeping track of everything might seem like a lot of work. If you answer "Yes" to any of these questions, you should include it in your record.

- » Did you learn something?
- » Did you complete a project?
- » Did you accomplish a goal that you set for yourself?
- » Did you receive an award or a scholarship?
- » Did you travel somewhere with 4-H?
- » Did you spend or receive money for your project?
- » Did you make a presentation or give a speech?
- » Did you participate in a club activity?
- » Did you serve in a leadership role?

### How do I record it?

Once you've got something to record, you have a lot of ways to keep track of it. Use whatever works best for you and the situation! You might use a mix of all of these things!

- » Write your record on a piece of paper, and keep all the paper in a folder.
- » Write all your records in a notebook.
- » Create a 4-H career scrapbook.
- » Set aside a box for ribbons, photos, and all your records.
- » Take a video of yourself where you talk about what you did.
- » Type your records in an online document.



*Completing a craft project or helping out with a club community service project are great things to include in your records!*

**If you store your records online, have an adult help you keep your information safe!  
It's always good to store an extra copy of your digital records somewhere.**



*Club officers should record their time spent learning to lead.*

### Records should **always** answer these questions:

1. What did you do?
2. When did you do it?
3. What did you learn along the way?
4. What important details do you want to remember?

*Background Image Credit: Alyssa Zirbel*

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