

Entry Number: _____



Members Name: _____ Club Name: _____

Age Division (circle): Junior Intermediate Senior Project: _____

4-H Project Evaluation Form

This form is designed to provide Judges, Members and Leaders with a clear understanding of what is expected of members and how their project(s) will be evaluated. Each project will be evaluated on its individual merit. The age and skill level of each member will be taken into consideration. *If a member has a disability or other extenuating circumstance, the leader should attach a note of explanation to the member's record book; the judge will remove this note after the project has been evaluated.*

Use of computers or other appropriate tools are acceptable and assumes the member completed the work. If the project focuses on the use of specific tools, higher-level tools cannot be substituted (i.e. use of power tools is not permitted in Woodworking, book 1 which deals only with hand tools). *A project/exhibit created by utilizing technological aids will not receive additional credit or be discounted over comparable projects/exhibits created using traditional methods.*

Record Book & Story Sub-Total: _____ Exhibit Sub-Total: _____

Overall Project Score: _____ **Ribbon Awarded:** _____ **Top Placing** (if appropriate): _____

Ribbon award: Blue = 73-100, Red = 38-72, White = 1-37. Must receive a blue to receive a top placing.

Judge's Comments: (included suggestions to members on how to improve their exhibit)

Staff Notes: (late, class change, not eligible for top 4, etc.)

Situation: _____

Division: _____

Class: _____

Ribbon Status: Danish Only Danish & Top 4

Approved by: _____



Entry #:



Record Book & Story (50 pts) Consisting of the completed project record book, required signatures, story, presentation, meeting requirements and related materials that are not a part of the member's exhibit. Both handwritten and typed books or any combination is acceptable. Meets page limit as defined by Glossary of terms as found in current Project Requirements Handbook.
Evaluation criteria: Is it complete, interesting, appropriate for the *member's age division* and *skill level*, is the project experience described.

Section	Incomplete	Below Expectations	Meets Expectations	Exceeds Expectations	Score
Cover	0 One or more signatures or page is missing	1 Incomplete information, 1 or more items missing.	2-3 All signatures and fields properly completed.	4-5 Information is neat and legible, spelling is correct.	0-5
Personal Goals	0 Minimum number of goals for age division not met or page is missing.	1 Number of goals correct – might be missing a to-do(s) in one or more goals.	2-3 Number of goals and to-do's is correct. Sufficient detail provided for each item.	4-5 Number of goals or to-do's exceed the requirements. To-Do's are listed with detail and inform the reader.	0-5
Presentation	0 Page missing or blank.	1 Missing one or more components of page.	2-4 Completely filled out and answered all questions. Basic information of the presentation provided.	5-7 Presentation described in detail. Content informs and makes an impact on the reader.	0-7
Project info & activity log	0 Page Missing or no information.	1-3 Minimal information logged. Missing information in one or more columns. Less than 5 entries.	4-6 Sufficient information logged related to the project. Shows activity throughout the project. More than 6 entries.	7-10 Logging of activities demonstrates regular involvement in the project over its course. Details inform the reader of what was done.	0-10
Expense Record	0 Page Missing	1 No information logged, or entries without complete information. No totals calculated.	2 All columns completed with information — \$0.00 used for no cost items. Totals calculated.	3 Detailed descriptions in each column, entries for the duration of the project – correctly uses \$x.xx for each entry (project cost, materials, details). Totals are accurate.	0-3
Income Record	0 Page Missing	1 Entries without complete information. No totals calculated.	2 If there are incomes, then all columns completed with information. Totals calculated.	3 Detailed descriptions in each column, correctly uses \$x.xx for each entry. Totals are accurate. N/A used if no income.	0-3
How did you do?	0 Page Missing or left blank.	1 Missing goal, rating score or explanation.	2-4 All goals from page 3 listed, scored, and responded to with at least one sentence.	5-7 Additional detail for each goal, thoroughly expresses what they did or did not do to deserve the score they selected.	0-7
Photographs (optional)	Photos are optional (Deduct 3pts if page is missing)				
Story (consider age and years in project)	0 Page Missing or no Story.	1-3 Story is very short or off topic; handwriting or font size is excessively large.	4-6 Story meets length guidelines from record book. Is in a reasonable font or legible handwriting. Contains information pertaining to the project and year.	7-10 Story is well organized and has depth of content. Brings reader into the project. Details growth opportunities and or challenges experienced.	0-10
SUB-TOTAL					

Exhibit (50 pts) Poster, notebook, display or other – based on the project requirements.



Evaluation criteria: Educational value and/or project skills demonstrated, member’s age and skill level to be considered;

Section	Incomplete	Below Expectations	Meets Expectations	Exceeds Expectations	Score
All Exhibits:					
Correct type of exhibit for project including project specific documents (check requirements)	0 No Display or missing document if required	1-3 Wrong size, wrong project level or inconsistent with requirements. Required document submitted, but incomplete.	4-6 Delivered exhibit item meets requirements. Shows evidence of learning - exhibit materials appropriate for unit or level. Additional required document completed.	7-10 Exhibit well planned and presented. Shows depth within unit or level or project. Additional required document completed with detail, neatly done.	0-10
Only use one of the following Sections					
For Posters: no more than 14x22 in size					
Content (Accuracy of information and Educational value)	0 Missing	1-6 Minimal level of information, information obviously inaccurate, or information not related to project.	7-13 Provides relevant information about project topic. Unit and level appropriate.	14-20 Original, logical flow, Information sources cited. Brings reader or viewer into a place of detailed knowledge about their projects topic.	0-20
Visual Elements and Design	0 Missing	1-6 Hard to read, text too small or messy from 10 feet away, no title. Too much or too little text.	7-13 Can read and view easily from 10 feet away.	14-20 Well designed and laid out. Strategic use of colors, fonts, graphics, etc.. Handwriting is easy to read. It is engaging and easy to view from 10 feet away.	0-20
For Displays: no more than 14x14x22 in size. Must be fully 3 dimensional (not just a trifold poster)					
Content (Accuracy of information and Educational value)	0 Missing	1-6 Minimal level of information, information obviously inaccurate, or information not related to project.	7-13 Provides relevant information about project topic, unit and level appropriate. Components or objects labeled.	14-20 Explains the importance of objects or components included. Engages audiences.	0-20
Visual Elements and Design	0 Missing	1-6 No title, messy,	7-13 If there is text, it is easy to read.	14-20 Well designed and laid out. Strategic use of colors, fonts, graphics, etc.. Handwriting is easy to read.	0-20
For a notebook: up to a 1” ring binder designed for 8 ½ “ by 11’ paper					
Content (Accuracy of information and Educational value)	0 Missing	1-6 Minimal level of information, information obviously inaccurate, or information not related to project.	7-13 Provides relevant information about project topic. Unit and level appropriate.	14-20 Includes Title page, table of contents, and deliberate organization of materials, logical flow, and sources cited. Original and creative.	0-20
Visual Elements and Design	0 Missing	1-6 No title, unorganized, illegible text	7-13 Organized and formatted	14-20 Well designed and laid out. Strategic use of colors, fonts, graphics, etc.. Handwriting easy to read.	0-20
For Built, Made or Other Created Items:					
Project Skills Quality of workmanship (check requirements)	0 Missing	1-6 Demonstrated an attempt of the project specific skills – maybe wrong level or not fully executed.	7-13 Met the expectations for the skills and quality of workmanship for their project.	14-20 Exceptionally executed and is distinctly different than the other projects submitted.	0-20
Visual/Presentation	0 Missing	1-6 Visual impression is messy or unfinished.	7-13 Clean presentation	14-20 Has creative component to presentation and has visual appeal.	0-20
				SUB-TOTAL	

