



Owyhee County 4-H Non-Animal Record Book Rubric

Member Name: _____ Project: _____ Age Division: Junior Intermediate Senior

Criteria	Exceeds Expectations POINTS: 10-7 (ea. section)	Meets Expectations POINTS: 6-4	Below Expectations POINTS: 3-1	Incomplete POINTS: 0	Score
Front Cover, Title Page, & Table of Contents	Name, age div., club(s), & project(s) are on front cover with photo/design. Name, age & club are on title page with a photo/design. A table of contents is included.	75% of information is on the front cover & title page. A table of contents is included, but incomplete.	50% of information is on the front cover & title page. Table of contents is incomplete or missing.	25% (or less) of information is on the front cover & title page. Table of contents is incomplete or missing.	
Involvement Report	Detailed descriptions and logging of activities & information. No categories are left blank or pages missing	Provides adequate descriptions. Some categories are left blank. No pages missing.	Minimal level of information is provided, numerous categories are left blank, a couple pages missing.	Numerous missing or blank categories. More than a couple pages missing.	
My 4-H Story (see length guidelines)	Well organized, includes intro & conclusion & at least 3 discussion points. Covers their entire 4-H experience.	Organized, includes intro & conclusion & at least 2 discussion points. Covers a majority of their 4-H experience.	Unorganized, missing intro or conclusion, only one discussion point, missing significant parts of 4-H experience.	No intro and/or conclusion, Story is extremely short or off topic.	
Project Goals <i>Juniors - 1+</i> <i>Inter. - 2+</i> <i>Seniors - 3+</i>	Number of goals exceed the age division requirements. Three To-do's are listed with detail for each goal. Goals are attainable & learning oriented.	Number of goals meet the age division requirements. Three To-do's are listed for each goal. Goals are attainable.	Number of goals do not meet the age division requirements. Less than three To-do's are listed for each goal. Goals are unrealistic.	Number of goals do not meet age division requirements. No To-do's are listed. Goals are unrealistic.	
Presentation (photo is optional)	Information is project specific, complete and correlates with age and experience. No fields are blank, description is detailed and more than one sentence.	Information is project specific, complete and correlates with age and experience. No fields are blank and description is complete, but lacks detail.	Information is project specific and content correlates with age and experience. Fields are left blank and description is very short or missing.	Information is not project specific. Fields are left blank and no description is given.	
Activity Log	Logging of activities demonstrates regular involvement in the project. Information is detailed & well explained. More than 7 entries.	Sufficient information logged related to the project. Shows activity throughout the project. Information is sufficiently explained. At least 6 entries.	Minimal information is logged. Missing information in one or more columns. Information is minimally explained. Less than 5 entries.	Very little information logged, numerous columns missing info, fewer than 4 entries.	
Expense, Income, Profit or Loss	Detailed descriptions, entries throughout project year, uses \$X.XX format. Totals are accurate. No columns are left blank.	Adequate descriptions, entries throughout project year, uses \$X.XX format. Totals are accurate. No columns are left blank.	Entries without complete information. Inconsistency in entries. Missing description. Numerous totals are incorrect or poorly formatted.	Entries are inconsistent & missing information. Missing explanations. Numerous totals are incorrect or poorly formatted. Pages missing.	
How did you do?	Thoroughly expresses what/how they did to reach the score they selected for each of their goals. Ratings are practical & justified.	All goals are rated with at least one sentence on how they did. Ratings are practical.	Missing rating or scoring of how member did on one or more goals. Ratings are impractical.	Minimal (or no) goal evaluation was completed.	
Checklist	Checklist is complete & signed by member, parent, & 4-H leader.				10
Interview	Member is knowledgeable about contents of records, & understands & appreciates the importance of record keeping. Member is dressed appropriately & makes good eye contact.	Member is familiar with contents of records, & understands the importance of record keeping. Member is dressed appropriately & makes adequate eye contact.	Member is unfamiliar with contents of records, does not know the importance of record keeping. Member is dressed inappropriately & makes poor eye contact.	Member did not complete their own records, is dressed inappropriately & makes poor eye contact.	

Circle Ribbon Earned: 100-70 Points—Blue 69-40 Points — Red <39 Points — White

*Must earn a Blue to receive Outstanding Record Book Awards

Total: _____
(100 points possible)

No deductions if minimal information due to death of animal(s). No deduction for more than minimum goals. Photographs are optional. If something doesn't apply members should use N/A, None, or indicate with a \$0.00. No scoring or deduction of points for contents of Past Records.

JUDGE'S COMMENTS: