



## **Criteria for Judging**

### **4-H Project e-Records**

This criterion for judging 4-H Project e-Records is to help judges evaluate the e-record. Please use this guide to build consistency across the board when judging the electronic records.

Keep in mind 4-H project record books are meant to be a learning experience for the 4-H members. 4-H record keeping helps youth to organize their thoughts, keep track of information and expenses, appreciate mastery of skills learned from the project and gather information needed to apply for awards and scholarships.

Scoring the e-records is based on a complete or incomplete.

The e-records will count as 25% of the total judging of the exhibit.

The e-record contains these main sections: Cover, How Do I Participate in 4-H, Expenses and Income/Value, Photos and Story.

The e-record can be completed several different ways and no way is better than the other. For example: if a 4-H member completes the e-record in pencil or pen it should be evaluated the same way as if it was completed on the computer. Remember as a judge you are looking at the total experience that the 4-H member has had in this project, not whether it was completed by hand, typewriter or computer.

Scoring or Evaluating the e-record.

The e-records will be judge according to being complete or incomplete. What does this mean, it means that if there is correct information in the section then it is complete. If information is missing then it is incomplete. Remember that 4-H is a youth development organization and as judges your job is to help develop the youth. If you feel that more information is needed you can comment on that in the appropriate areas but you cannot count it as incomplete.

Below is a rubric to help guide not only the judges but the youth in filling out their e-records.

This information is recommended for the 4-H member to have in his/her e-record for each section.

| Sections of E-record   | Juniors   | Intermediates   | Seniors  | Comments  |
|--|---|---|--|---|
| <b><u>How I Participated in 4-H</u></b>  | A list of all the projects you are taking this year   | A list of all the projects you are taking this year   | A list of all the projects you are taking this year  | At least the project that the e-record is for should be listed and any other project  |
| <b><u>What activities helped you learn the skills for this project?</u></b><br>(Project meetings, workshops, classes, contests, etc.)  | Examples: cake decorating workshop,<br>Learning how to use a certain caked decorating tip at a project meeting  | Examples:<br>YHEC<br>E-record workshop,<br>shooting sports<br>safety meetings<br>Textile experiments  | Examples:<br>Photography –took a digital class to learn to take better pictures  | This is not where are all the practices for shooting sports go – there is already a form for that.  |
| <b><u>What Leadership Development experiences did you participate in?</u></b><br>(Club/district/state/officer, committee chair, Leadership Development Conference (LDC), Colorado Leadership Conference (CLC), Youthfest, State Conference, county camps, Jr. /Teen leader, pledge leader, etc.) | Juniors may or may not have information in this section.<br>Juniors may lead the pledges at the project meeting.<br>May help other members with a skill.<br>Junior who attend Youthfest can put that in here. | Being a club officer going to Youthfest or CLC. Helping younger members with their projects.<br>Helping with Cloverbud camp in your county.<br>Committee chair for your club. | Club, district or state officer, committee chair. Attending LDC, CLC. Being a counselor at Youthfest, helping with Cloverbud camp in your county.<br>Helping younger members with their projects. Helping the Extension agent at different events during the year. | Any event that the 4-H member may have gain leadership skills goes here. Not just the project leadership but their overall 4-H leadership |
| <b><u>4-H Community Service</u></b><br>Needs to go beyond family and friends –may be a 4-H community club community service project  | 4-H Specific  | 4-H Specific  | 4-H Specific   | 4-H Specific  |

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| <p><b><u>Demonstration/Presentation s/Speeches</u></b><br/> Two types of demonstrations: One is information demonstration is where a skill or technique is demonstrated to other members in the project; Second type is a formal demonstration where you will present your project to the entire club. Presentations can be an information talk given at a school about 4-H. Speeches can be either prepared or impromptu. If the member gives a speech for the county speech contest it goes here.</p> | <p>Only one demonstration/presentation or speech – does not have to be project specific</p>   | <p>Only one demonstration/presentation or speech –does not have to be project specific</p>  | <p>Only one demonstration/presentation/speech – does not have to be project specific</p>   | <p>There needs to be at least one demonstration/presentation or speech –it can be from any project. You can give suggestions for ones that they might do in their project area.</p>   |
| <p><b><u>Expenses</u></b><br/> Are those items or materials that are purchased for your project.</p>  | <p><b>Juniors only:</b> figure the cost of the specific ingredients and/or materials use for final exhibit item or display board. Label the item “Exhibit” or “Board” You can add a more specific name if you want.</p> | <p><b>Intermediates:</b><br/> 1. List items purchased this year for your project, such as tools, ingredients, class fees, etc. (More pages can be added if needed.)</p>   | <p><b>Seniors:</b><br/> 1. List items purchased this year for your project, such as tools, ingredients, class fees, etc. (More pages can be added if needed.)</p>  | <p>There needs to be some expenses. The expenses can be lumped together or can be detailed. Juniors only need the expenses for their Exhibited item or their display board. Intermediates and Seniors need to list all the expenses for this year included practice items made.</p>   |
| <p><b><u>Income or Value</u></b><br/> This is only for Intermediates and Seniors to fill out.</p>   | <p><b>Juniors do not fill out this area.</b></p>  | <p><b>Intermediates:</b><br/> 1. List practice items you made—like cakes, cookies, bags, room decorations, etc., and estimate the value by comparing it to a similar item you could buy.<br/> 2. Record the value of your exhibit item by comparing it to a</p> | <p><b>Seniors:</b><br/> 1. List practice items you made—like cakes, cookies, bags, room decorations, etc., and estimate the value by comparing it to a similar item you could buy.<br/> 2. Record the value of your exhibit item by comparing it to a similar item you could</p> | <p>Do not count off if a Junior leaves this area blank because it does not pertain to them. Intermediates and Seniors need to have all items that they have made for their project listed here with a value. If they sold any items, they need to record is as Income here also.<br/><br/> The only items that should have NA are Display Boards.</p> |

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|  |   | similar item you could buy.<br><b>Display boards have no value.</b><br>3. Record the amount of money you received for any items you <b>sold</b> as Income. | buy.<br><b>Display boards have no value.</b><br>3. Record the amount of money you received for any items you <b>sold</b> as Income. |  |
| <b>Return on Investment</b><br>This is only for Intermediates and Seniors<br>This is to help Intermediates and Seniors understand the meaning of time and money and how to make wiser decisions.                           | <b>Juniors do not fill out this area.</b>           | Intermediates need to answer three questions that pertain to skills learned in the project   | Seniors need to answer three questions that pertain to skills learned in the project.   | Do not count off if a Junior leaves this area blank because it does not pertain to them. The questions should be answered. There should be no N/A.                     |
| <b>Pictures</b><br>Minimum of 4 project pictures with a descriptive caption for each is required. Additional photos can be added.  | Minimum of 4 project pictures related with captions | Minimum of 4 project related pictures with captions  | Minimum of 4 project related pictures with captions   | There is no maximum but all pictures are to be project specific.   |
| <b>Story</b><br>The questions here are to help the 4-H members construct their stories. This is where the goals for the project are to be. The story is used as tiebreaker when it comes to deciding between two projects. | Can answer the questions to develop their story.    | Intermediates can use the questions to help them develop their story. They don't have to answer the questions but use them as a guide                      | Seniors should have at least 3 paragraphs at the minimum (1 page)   | Juniors –should have at least one paragraph<br>Intermediates –Should have at least 2 paragraphs.<br>Seniors should have at least 3 paragraphs at the minimum (1 page). |