



CONNECTICUT 4-H RECORD KEEPING

COMMUNICATIONS & EXPRESSIVE ARTS PROJECT RECORD

Name _____ Years in Project _____ 4-H Program Year _____

Please check what you selected as your project area. Use a separate Record Sheet for each of the project areas listed here.

- Drama Theater Music Sound Performing Arts Clowning Mime Dance
 Movement Communications Speaking Radio TV Writing Print Visual Arts
 Arts & Crafts Drawing Painting Sculpture Graphic Arts Displays Exhibits
 Photography Video Hobbies/Collections

PROJECT GOAL Setting goals and then checking progress on the attainment of those goals is an important part of 4-H. Complete the first two boxes at the beginning of the year. Complete the last two boxes before you turn in your Record Book.

Set a goal related to your project.	
How will you reach your goal? This is your action plan to attain your goal. Be specific and list each step needed to reach your goal.	
Did you accomplish your goal? Write about any assistance you received to reach your goal. If you didn't accomplish your goal- what obstacles prevented you from doing so and how did you try to overcome those obstacles?	
For next year . . . How will you change your goal?	

DESCRIBE YOUR PROJECT Summarize your project in a few sentences.

PROJECT ACTIVITIES List special project meetings attended or conducted, tours, field trips, fair exhibits, etc that you did in your project this year. Include non 4-H events/activities that relate to your project. Please note in the Activity column if it was a 4-H or non 4-H activity/event.

Date	Activity	What did you do?	What did you learn?

EXHIBIT/PERFORMANCE/COMMUNICATION RECORD (Although the example has several listings in one box, only list one thing per box- be sure to include the date with each entry. Add more pages if needed)

Date	Explanation	Audience
Examples 00/00/00	Displayed oil painting in local art show Played violin at county talent show Wrote script for 10 sec cable TV commercial for 4-H	100 4-H members, parents/friends/general public 50 4-H members, parents/friends/general public Viewing audience- 35,000

TIME SPENT ON PROJECT Record the amount of time you spend with your project during the year.

									Total Time/ Per Month	Comments
Oct.										
Nov.										
Dec.										
Jan.										
Feb.										
Mar.										
Apr.										
May										
Jun.										
Jul.										
Aug.										
Sep.										
Total hours										

PROJECT FINANCIAL STATEMENT

	Income or Value Added	Expenses	Profit/Loss	Comments
Oct				
Nov				
Dec				
Jan				
Feb				
March				
April				
May				
June				
July				
August				
Sept				
TOTAL				

YEARLY REVIEW

List new skills you learned this year.

Describe how you have been creative and original in your project. For example, tell how you created designs, changed presentation, selected color or lighting, combined materials or other ideas of your own you have developed.

Describe something you consider to be your best work in your project this year. Explain why you chose it. Include details about the item or event. (Attach a photo, example or description of your project where applicable)

What challenges did you encounter in your project? How did you resolve them?

How will you use what you learned?

Review your financial summary. What did you learn? Would you do anything differently? What advice would you give to another 4-H'er in this project?

Attach one or two selected photographs or news articles. (optional)