

4-H Horse Record Book and 4-H Portfolio Competitions **(modified rules for 2020 only - virtual contest)**

Introduction

The 4-H Horse Record Book and Portfolio competitions are an opportunity for 4-Hers to record and analyze their learning experiences in the 4-H Program. Members who submit materials for judging receive evaluation and recognition for their accomplishments.

4-Hers may choose to submit one of the following:

Record Book: A record of an individual project horse as declared for the current calendar year, beginning October 1, 2019 and ending September 30, 2020.

Portfolio: An accumulation/history of all 4-H activities for up to but not exceeding a three (3) year period including the current calendar year beginning October 1

Youth may compete in only one category per calendar year. Due to not being limited by time or storage space, each county/unit may enter up to (3) Junior Record Books, (3) Senior Record Books, (3) Junior Portfolios and (3) Senior Portfolios.

Educational Goals for the 4-H Record Book and Portfolio are:

1. To teach children fundamental record keeping skills.
2. To teach children how to set goals and analyze what they have learned in 4-H.
3. To create a record of accomplishments which document successes in 4-H and other experiences.
4. To provide members an opportunity for recognition.

Record Book Competition Definitions and Instructions

Record books represent the work that a 4-Her completed in the equine program for a given year.

- Only the official Virginia 4-H Horse record book, **publication #406-122 (junior) or #406-123 (senior)** may be used for each horse declared. No county-specific or reformatted books will be allowed. Writable pdf books are permitted as long as it is still the publication #406-122 (junior) or #406-123 (senior). Re-typed documents that are not the official book, no matter how close to the original they are, will be disqualified.
- Record book **must be submitted in a digital format**, to include a report cover on the 4-H Member's Record Book Cover.
- Book may include no more than four photo pages (two pages double-sided).
- Record Book Competition is for the Record Book ONLY. Any record book submissions that include any additional items besides the record book will be considered a portfolio and judged accordingly.
- Records are for the current 4-H year, ending September 30, 2020.
- Record books will be scored using the scorecard included in the record book publication.
- Only 3 junior and 3 senior record books may be submitted by a county/unit.

Submitting Your Record Book or Portfolio for Judging

Entry Forms and scanned Record Books and Portfolios must be **submitted on/before October 1, 2020** to this link: <http://bit.ly/RecordBook-Portfolio>

Digital Format Submission: A digital file must be submitted via the online entry link above. Entry must be combined into one file, not several files/pages. It is recommended that exhibitors seek assistance from their Extension agent/staff if they need help with scanning the book/portfolio for entry. There are apps on smartphones, such as TurboScan, that allow for you to scan images and documents into one color PDF file. NOTE: You may need to provide a Google Drive link into the form if the file is too large to upload. There is an option for a file upload or a link. An email confirmation will be sent upon receipt of entry, copied also to the Extension agent and club leader emails provided. If no email is received, it is the exhibitor's responsibility to follow up and assure the entry has been received. Only record books/portfolios for which an entry form was received will be judged. No hard copies of record books will be accepted. All record books must be submitted in digital format. See below for portfolio options.

Signatures: due to the nature of the digital format, Extension agent and leader signatures are waived however upon receipt of the entry form, either party may recall the entry. If no recall of the entry is received by Oct. 1 it will be considered approved by the Extension agent and club leader.

NOTE: Portfolios may have the option to scan or take photos (combined into one file) and upload the file in a digital format, hand deliver with an appointment, or mail directly to the Campbell Co. Extension Office.

Mailed entries must **arrive** by Oct. 1

UPS Delivery:

Robbie Morrison, 4-H Extension agent
Campbell County Extension Office
163 Kabler Lane
Rustburg, VA 24588

US Postal Service:

Robbie Morrison, 4-H Extension agent
Campbell County Extension Office
PO Box 67
Rustburg, VA 24588

Appointment for hand delivered Portfolios: Call Campbell County 4-H at 434-332-9538 or email Deborah Evans UAA at drevans@vt.edu (must be delivered by Oct. 1)

Age Categories:

Record books and portfolios will be judged in junior (less than 14 years old) and senior categories (14 years and older).

Awards:

Volunteers and Extension personnel will judge the record books and portfolios. Ribbons will be awarded for all submitted record books and portfolios using the Danish System.

The top two youth record books in each category will be eligible for awards as follows: \$50 top record book, \$25 second record book.

The top two youth portfolios in each category will be eligible for awards as follows: \$150 top portfolio, \$75 second place portfolio.

Entry Deadline:

All entries must be received by Oct. 1, 2020

Questions: email Sandy Arnold at horse4h@vt.edu or text 703-201-4322

Portfolio Competition Definitions and Instructions

A portfolio is an organized collection of a member's progress, achievements, contributions and efforts that demonstrate accomplishments over time. For the state horse show competition, portfolios may include up to but may not exceed a three (3) year period. A record book is required for each year included in the entry. Only one junior and one senior portfolio may be submitted by a county.

Contents of a 4-H Portfolio

1. Cover - All portfolios should be submitted in a three ring binder or a commercial type scrapbook.
2. Format
 - Must include at least the current 4-H year (ending Sept 30 immediately after the State Horse Show), and preferably includes up to but no more than three years of 4-H project work.
 - Must be organized by year, with most current year presented first in the binder.
 - Use of dividers of some sort is strongly suggested between portfolio components listed below.
 - All included items (clippings, ribbons, photos, etc.) must be labeled. Captions should tell why that item was included or what its relevance is to the 4-H project area.
3. Title Page - First page of the portfolio. Mount a photo of yourself on a single page. Below the photo print your name, age, date of birth, home address, and club name.
4. Table of Contents - Create a Table of Contents which shows the order of the information being presented. You may use tab dividers or number the pages.
5. Resume - This should give an overview of your entire 4-H career, and your school career and community involvement during your time in 4-H.
 - Typed in an accepted style of resume writing.
 - Include name and contact information at the top of the document
 - Use the following headings
 - 4-H project areas
 - 4-H activities
 - 4-H leadership
 - 4-H awards
 - 4-H service learning
 - Education
 - Community Involvement
 - Other as desired
6. Portfolio Story - In your own words, write a story about your 4-H experience. This is all encompassing of your 4-H career and is in addition to the record book project story. The portfolio story should include life skills gained and personal changes or development as a result of 4-H.
 - Introduce yourself
 - Tell about your project work
 - Tell about your 4-H club activities
 - Explain how 4-H has helped you become a better leader and citizen
 - Describe how 4-H has made you feel good about yourself
 - Tell about your future plans and the career you want to pursue
7. Horse Record Book – for current project and current year. Publication #406-122 (juniors) or #406-123 (seniors). No county-specific or reformatted books allowed. Writable pdf books are permitted as long as it is still the publication #406-122 (junior) or #406-123 (senior). Re-typed documents that are not the official book, no matter how close to the original they are, will be disqualified.

8. 4-H Horse Project Declaration Form – publication #406-125. A copy is acceptable.
9. Additional Project Information - You may include any pages of miscellaneous information such as photos, news clipping, awards, programs or other materials which demonstrate your participation and/or achievements in 4-H.
 - Be selective and only include material which highlights your efforts to learn and grow through your 4-H experiences.
 - You may also include information related to your school career and community activities. Be sure to label/provide a caption for each.

State 4-H Horse Portfolio Evaluation

Name _____ Date (mo. /yr.) _____ County _____

1. Follows Portfolio Guidelines _____ /10

- 3 ring binder or commercial scrapbook
- title page as first page
- contains at least one year and no more than 3 years
- contains all elements: title page, table of contents, resume, story, record book(s), declaration form and other project information.

2. Organization & Neatness _____ /10

- Most current year is presented first
- Table of Contents lists portfolio sections; sections are physically distinguishable.
- Writing is legible and in one color ink (ink is preferred but pencil is accepted for juniors) or typed.
- Proper spelling and grammar

3. Resume _____ /15

4. Horse Record Book (record book score x .25) _____ /25

5. Portfolio Story _____ /15

- Member introduces themselves
- Tells about member's project work
- Tells about member's 4-H club activities
- Talks about member's experiences in leadership and citizenship
- Talks about how 4-H has made the member feel good about themselves and their personal growth.
- Talks about member's future plans and the career you want to pursue

6. Additional Project Information _____ / 15

- Includes photos, new clipping, ribbons, awards, etc.
- additional information is labeled to show relevance to 4-H work, school work or community activities

7. Overall 4-H Involvement _____ /10

- evidence that youth is a well-rounded member participating in a variety of 4-H activities.

_____ **TOTAL**

AWARD: Blue (90 -100) Red (75-89) White (74 or less)

COMMENTS:



Hand-delivered or Mailed Horse Portfolio Entry Form

Due October 1, 2020



*Use this form ONLY if you are hand-delivering or mailing your portfolio.
Please complete the entry form online to indicate that you are mailing or hand delivering.*

Name _____ County/Unit _____

Check one: _____ Junior Portfolio Entry _____ Senior Portfolio Entry

Youth Address _____

Phone Number (____) _____

Date of Birth _____ Age _____

4-H Club Name _____

Volunteer Leader _____

***If hand-delivered or mailed it is the responsibility of the owner to
pickup or provide postage for the book to be returned.***

