

Building Your County-Level Record Book

Using a 3-ring binder, put your Walworth County 4-H record book documents in this order:

- Record Book Front Cover** (must be green)
- Record Book Checklist**
- Tabbed Divider for *County Intro Page*
- County Intro Page**
- Tabbed Divider for *Table of Contents*
- Table of Contents** (designed by you)
- Tabbed Divider for current *County 4-H Awards Policy*
- County 4-H Awards Policy** (dated 2017-2018)
- Tabbed Divider for *PPR*
- PPR & Optional Support Materials**
- Tabbed Divider for 4-H Project Area #1
- 4-H Project Report & Support Materials for Project Area #1**
- Tabbed Divider for 4-H Project Area #2
- 4-H Project Report & Support Materials for Project Area #2**
- Continue until all of your project areas are included.**
- Record Book Back Cover** (must be green)



If you were enrolled in Beef, Sheep, Swine, Dairy, Goats, Rabbits, or Poultry.....place the project record form(s) you submitted to your department leadership at the fair directly behind your **4-H Project Report** for that project. Place your project support materials behind the fair form.

If you were a **Youth Project Leader**, place a **Youth Project Leader Report** and optional support materials directly behind your **4-H Project Report** (and animal project record forms from fair) and support materials. You do not need to add a tab for the *Youth Project Leader Report* itself. (Note that you *could* have all of the following things behind a single project tab in your record book if you were a Youth Project Leader in an animal project area.... 1) Rabbit Project Tab, 2) *4-H Project Report* for your rabbit project, 3) Rabbit Project Record you submitted at the fair, 4) Rabbit Project Support Materials, 5) your *Youth Project Leader Report* form for Rabbits, 6) Youth Rabbit Project Leader support materials.)