

Michigan 4-H Member's Personal Portfolio

INSTRUCTIONS AND GUIDE FOR 4-H MEMBERS AND LEADERS

Michigan 4-H Member's Personal Portfolio

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About the Michigan 4-H Member's Personal Portfolio

The Michigan 4-H Member's Personal Portfolio is designed to help 4-H members keep track of all of the things they've done and learned in 4-H over the course of their 4-H careers. We encourage you to use it at your own pace and complete as many pages as possible (but don't worry, you're not required to complete every page every year).

Plan to add to your portfolio every year you're in 4-H so you can capture your progress in learning, developing, and setting and achieving your goals. Complete a new copy of each page each year or for each 4-H experience in which you participate. If you keep a copy of the pages that you complete each year, you'll wind up with a cumulative portfolio of your 4-H career.

You'll see suggestions throughout the portfolio that will guide you to pages for specific types of activities or events. These pages will allow you to capture more detailed information.

Note to 4-H Volunteers & Event Organizers

Consider supplying copies of the appropriate pages of this portfolio at each 4-H meeting, activity or event so that the participants can record what they did and learned and whom they worked with or met at the event. Doing so at the event will increase the accuracy and completeness of the information and will help them develop good recordkeeping habits.





How to Use the Michigan 4-H Member's Personal Portfolio



Purchase or download a copy of the Michigan 4-H Member's Personal Portfolio. The document is designed so that you can complete a copy of each individual section separately. You need use only the pages that pertain to your experience. Complete the pages in the fillable PDF format and save it electronically, or print it out, complete it by hand and store it in a safe location.

All 4-H members should have a record of their 4-H experiences, but it's understandable that you may have a different level of interest in recordkeeping than other members.

Complete "Snapshot of My 4-H Year" on page 9 at the beginning of your experience for the year. Then update it throughout the year. The snapshot also includes checklists to keep track of your 4-H projects, events, activities and core values as well as a section to record your future goals.

Then, advance to the next engagement level by completing the snapshot pages related to your 4-H experiences. These pages capture basic information about what you did. These are one-page snapshots including:

- Snapshot of My 4-H Goals
- Snapshot of My 4-H Education
- Snapshot of My 4-H Achievements
- Snapshot of My 4-H Community Service
- Snapshot of My 4-H Network
- Snapshot of My 4-H Participation

Next, record in-depth, detailed information about what you experienced and learned as well as skills you have developed from your 4-H experiences in the "My 4-H" pages. Complete as many or as few pages as you wish from each section. The pages marked with an asterisk (*) have boxes near the top headed "Before You Start." Be sure to fill in the information in those boxes before you participate in the 4-H experience you'll write about on that page. You can answer the rest of the questions after the activity. These documents include:

- My 4-H Club or Group and Committee Pages
- My 4-H Network Pages
- My 4-H Project Pages*
- My 4-H Education Pages*
- My 4-H Activity Pages*
- My 4-H Event Pages*
- My 4-H Community Service Pages
- My 4-H Leadership Pages*
- MY 4-H Educational Contest Pages*

"My 4-H Year in Review" is provided for three age groups (9-11, 12-14 and 15-19). Complete these pages under the appropriate age group at the end of each 4-H year to reflect on your accomplishments and set future goals. These pages include:

- My 4-H Year in Review: 9- to 11-Year-Olds
- My 4-H Year in Review: 12- to 14-Year-Olds
- Mv 4-H Year in Review: 15- to 19-Year-Olds



Your 4-H Career

Your 4-H career will involve a variety of experiences and activities. It may include the following aspects:

Opportunities to demonstrate achievement through fairs, contests, shows or expositions

Community **Projects** service, volunteerism

> Club or group meetings

Recognition at the local, county or state level

Recordkeeping

Leadership development

Club officer

positions,

county council

memberships

or committee

memberships

Learning **opportunities** such as workshops and trainings at the local, county, state, national or international level

Career exploration

> Teen eadership

Ambassadors

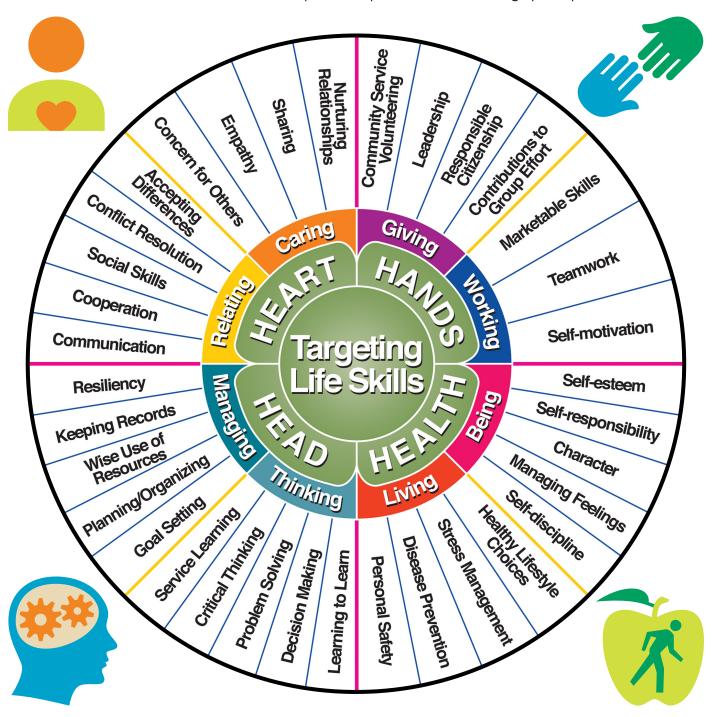
Fundraising

4-H members can gain skills through every experience they have in 4-H whether a formal or an informal learning opportunity. Because of the skills you gain through 4-H, you will be better prepared for your future.

3

Targeting Life Skills

Your *Michigan 4-H Member's Personal Portfolio* is an excellent place to record what experiences you have had in 4-H as well as what you have learned through them. Some pages will reference the life skills you have gained through your experience; please refer to the lowa State University Extension and Outreach Targeting Life Skills Model below (*http://www.extension.iastate.edu/4h/explore/lifeskills*) to learn more about life skills and their 4-H connection. 4-H members develop these important life skills through participation in 4-H.



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Information to Help You Get Started

As you compile your *Michigan 4-H Member's Personal Portfolio*, keep these questions in mind.

Answering these questions will help you relate your 4-H experiences and projects to the positive outcomes identified by Michigan 4-H.

- How has this project helped you develop character?
- Which life skills have you learned through this project?
- ▶ How does this project relate to science, engineering or technology?
- What expenses have you had with this project?
- Name a career opportunity that could be related to this project.
- When have you demonstrated leadership through your project?
- In what ways have you served as a mentor to other members in your project area?
- ▶ How do people in other states or countries relate to your project?
- Name one way you have used your project to improve your communication skills.
- Is there an opportunity to engage in community service through your project?
- ▶ How is this project related to health, nutrition or safety?
- ▶ How did your 4-H club or group practice the Michigan 4-H Guiding Principles for Positive Youth Development through this project? (Review the principles in this document on page 6.)
- What activities helped you learn the best in this project area?

Answering these questions will help you understand how learning in one 4-H project area can lead to learning experiences across many other project areas.

- What is your favorite 4-H project?
- ▶ Have you ever thought about the science behind your project? How does it work? Why does it happen?
- ▶ Have you taken a leadership role in an activity related to your project area?
- ▶ Have you done a community service project related to your project area?
- ▶ How do other people around the world relate to this project area?
- ▶ How does your project area contribute toward a healthy lifestyle? Have you learned about safety related to your project?
- Do you keep records for your project? Is there a marketing aspect to your project? Do you keep track of finances related to your project?
- What careers are related to your project?
- Have you written about your project? Have you presented about your project to others?



So What Is a 4-H Project Anyhow?

A 4-H project is the total experience that comes from having been involved in 4-H learning. It includes the planning, the field trips, the recordkeeping, the hands-on doing, and most of all, the interaction between you, your fellow 4-H'ers and any adults who work together in a 4-H project.

A 4-H experience is any activity that contributes to the learning in 4-H or around the project area. Examples include experiences such as 4-H club or group meetings, project meetings, field trips, guest speakers, camps, workshops or trainings.

A 4-H exhibit is something you put on public display (such as at a fair) to show your involvement in a project. It should be a relatively small part of the total 4-H perspective.

Michigan 4-H Guiding Principles for Positive Youth Development



The purpose of the Michigan 4-H Guiding Principles for Positive Youth Development is to provide direction for Michigan State University Extension 4-H Youth Development's learning materials, program planning, implementation, evaluation and priority setting so that 4-H'ers get the skills and opportunities they need for positive growth and development from their 4-H experience.

- **1.** Youth develop positive relationships with adults and peers.
- **2.** Youth are physically and emotionally safe.
- **3.** Youth are actively engaged in their own development.
- **4.** Youth are considered participants rather than recipients in the learning process.
- **5.** Youth develop skills that help them succeed.
- **6.** Youth recognize, understand, and appreciate multiculturalism.
- **7.** Youth grow and contribute as active citizens through service and leadership.

For more detailed information about the Michigan 4-H Guiding Principles, please visit http://4h.msue.msu.edu/resources/4_h_guiding_principles_for_positive_youth_development

The 4-H Pledge

I pledge . . .

My **HEAD** to clearer thinking,

My **HEART** to greater loyalty,

My **HANDS** to larger service,

My **HEALTH** to better living,



For my club, my community, my country, and my world.



The 4-H Motto

To make the best better

Jump-Start Your Future: Record Your 4-H History

How Can Recordkeeping Help You Plan Your 4-H Future?

The Michigan 4-H Member's Personal Portfolio can be a great tool to help guide you through your 4-H career. It allows you to look back over your years in 4-H to see what progress you have made in a specific project area in the past and make decisions about your future 4-H goals. By recording your experiences each year and reviewing your project evolution, you may find methods of completing your project work that are more efficient or cost effective that you can use in your next project. You will also be able to track your skill level, growth and set goals for future training needs.



In addition to the personal portfolio, you can use project record books such as the *Michigan 4-H Animal Market Project Record Book* to track more detailed information such as cost of production in livestock or the time and resources needed to complete a project.

As a 4-H member, you may find it beneficial to keep a personal record of your 4-H experiences. A 4-H personal portfolio can be useful to you for planning your 4-H career. It also allows you to document your development and accomplishments during your time in 4-H. Additionally, when shared with parents and volunteer leaders, it can help them guide you through decision-making experiences.

Recordkeeping ensures that you have accurate documentation of your experiences and the skills you have learned through 4-H. Completed records will allow you to easily recall information in the future when completing applications for jobs, scholarships or awards. Recordkeeping also allows you to track how your interests, goals and responsibilities have changed over your 4-H career. You'll have fun in the future remembering your 4-H activities and sharing them with others.

You can record your 4-H history in a number of ways. Complete this *Michigan 4-H Member's Personal Portfolio*. Fill it out with pencil or pen, or you can complete the fill-in-the-blank PDF on your computer and print it out. Either way you choose, store it in a 3-ring binder to view your growth over the course of your 4-H career. Expand your records by including other media such as photos, videos, project reports, ribbons and other memorabilia to create a collection of resources that portrays your entire 4-H experience.





When to Use Your **4-H Personal Portfolio**

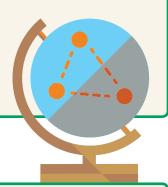
- School portfolio
- Award applications
- Scholarship applications
- Job applications
- Résumés
- Fair recordkeeping entry
- Future goal-making
- Project area tracking



Information to Include in Your **4-H Personal Portfolio**

Consider including some or all of the following information in your 4-H portfolio. Of course, you may want to include other information, too, and that's fine! This is your 4-H portfolio, and you get to choose what to include in it.

- ▶ 4-H goals
- 4-H projects
- 4-H activities and events
- Communications activities
- Citizenship and community service
- Leadership activities
- Achievements, honors and recognition
- Participation calendar



Additional Items to Include

- Photographs of your projects and activities
- Newspaper clippings
- Certificates
- Audio or video tapes of accomplishments
- Written work
- Ribbons
- Evaluations
- Letters
- Completed award forms
- Record books from projects
- Anything else that will enable you to demonstrate your accomplishments





Members are strongly encouraged to complete detailed pages for their

All 4-H members ages 9 to 19 should complete this section each year. Fill it out at the beginning of the 4-H club year; review and update at the end of the club year (or more often as events occur). Record the events, projects, and club or group activities in which you participated. Print out a blank copy and start again next year.

project, events and club acti	ivities to add to	their personal p	ortfolio.	Physical
Member Name:				
4-H Year:	4-Н	Age:		
Years in 4-H:				
My 4-H Clubs or	Groups			
List the 4-H clubs or groups in	n which you are e	enrolled as a men	mber this year.	
My Goals				
List your top three personal or	r 4-H goals for th	nis 4-H project ye	ear.	
1				
2				
3				

SMART Goals

When you're writing your goals for your 4-H project year, be sure to be SMART! SMART goals are:

- **▶** Specific
- ▶ Measurable
- Attainable
- ▶ Relevant/Realistic
- **▶** Timely

You can find out more about SMART goals on the Michigan 4-H website at *4h.msue.msu.edu*.







My 4-H Projects





Put an "X" in the box for each of the projects that you participated in during this 4-H year. Participation can include club or group, county, state or national level learning experiences. You may or may not choose to enter an exhibit for every project you have had a learning experience in at the fair - fair is not a requirement

for participation in a project area. Be each of your projects.	sure to complete a copy of the "My 4-	H Project Pages" (on page 25) for
Citizenship	Science	Environmental & Earth
Civic Engagement Citizenship & Civic Engagement Global & Cultural Education Community/Volunteer Service Community Service Service Learning	Ag in the Classroom Ag in the Classroom Animal Science Alpacas/Llamas Animal Evaluation/Judging Beef Birds & Poultry Cats Dairy Cattle	Science ☐ Environmental Resource Management ☐ Environmental Science & Natural Resources ☐ Outdoor Education/ Recreation ☐ Shooting Sports ☐ Soils & Soil Conservation ☐ Wildlife & Fisheries
Leadership & Personal Development □ Business & Entrepreneurship □ Career Exploration & Workforce Preparation □ College & Independent Living Readiness □ Financial Literacy □ Leadership Skills Development □ Leisure Education □ Life Skills & Character Education	Dairy Cattle Dairy Market (Feeders/Steers) Dogs Emus & Ostriches Goats Horseless Horse Projects Horses & Ponies Oxen Proud Equestrian Program Rabbits & Cavies Sheep Small Animals, Pocket Pets, Lab Animals Swine	Physical Science Physical Sciences Plant Science Agronomy Horticulture Technology & Engineering Aerospace Computer & Digital Technology Engines & Transportation
Communications & Expressive Arts Arts & Crafts Communications Two-Dimensional Art (Photography, Drawing, Painting)	Biological Science ☐ Aquatic Science ☐ Biological Science ☐ Entomology & Bees ☐ Meat & Food Science ☐ Plant Science ☐ Poultry Science & Embryology ☐ Veterinary Science	GPS/GIS Mechanical Sciences Robotics Other
Healthy Living ☐ Food & Nutrition ☐ Health & Fitness	Consumer & Family Science Child Development Childcare	

■ Safety

Clothing & Textiles

☐ Child Development, Childcare

My 4-H Events

Put an "X" in the box for each of the 4-H events that you participated in during this 4-H year. Participation can include club or group, county, state, national or international learning experiences. Be sure to complete a copy of the "My 4-H Event Pages" (on page 31) for events that you attended.



My Kettunen Center Workshops and Other Training Events My 4-H Exchanges China Art Exchange

aı	nd Other Training Events		China Art Exchange
	Beef, Sheep & Swine Workshop		County Exchange International Exchange/Hosting
	3 3		State to State Exchange
			Other (please specify):
	Companion Animal Workshop Dairy Conference		Other (please specify):
	Environmental & Outdoor Education Workshop	_	Other (please specify):
	Mentoring Weekend		Other (please specify).
	Plant Science & Entomology Workshop Poultry Workshop		y State and Local 4-H Events,
		C	amps and Opportunities
	Shooting Sports Certification Teen & Adult Horse Leaders Workshop		County 4-H Camp 4-H Animal & Veterinary Science Camp 4-H Capitol Experience 4-H Exploration Days
	Veterinary Science Workshop Visual Arts & Crafts Workshop Winterfest		4-H Great Lakes & Natural Resources Camp 4-H Michigan Milk Producers Association Milk Marketing Tour
	Other (please specify):		4-H Renewable Energy Camp Michigan 4-H Youth Conservation Council
	Other (please specify):		State 4-H Trail Ride
	Other (please specify):		Other (please specify):
			Other (please specify):
M	y National 4-H Events		Other (please specify):
	Citizenship Washington Focus 4-H National Congress	0	ther 4-H Opportunities
	National 4-H Conference National 4-H Dairy Conference		Other (please specify):
	Wonders of Washington		Other (please specify):
	Other (please specify):		Other (please specify):
	Other (please specify):		Other (please specify):
	Other (please specify):		Other (please specify):

My 4-H Educational Contests	* 4	4-H	
Fair (County, State, Regional) – please specify:		Core Value	_

Toin (County State Devices)	4-11
☐ Fair (County, State, Regional) – please specify:	Core Values
 Michigan 4-H State Awards Program Michigan 4-H Mark of Excellence Program Spring or Fall Achievement Event State 4-H Dairy Days State 4-H Dog Show State 4-H Equine Educational Contest State 4-H Goat Expo State 4-H Goat Show State 4-H Horse Show State 4-H Livestock Judging Contest State 4-H Meats Judging Contest State 4-H Poultry Palooza State 4-H Rabbit and Cavy Expo State 4-H Rabbit and Cavy Show State 4-H Shooting Sports Tournament 	Put an "X" in the box for each of the 4-H experiences that you participated in during this 4-H year. Participation can include club or group, county, state, national or international learning experiences. Be sure to complete a copy of the appropriate pages for each of these activities that you completed. Community service Educational trainings (field trips, clinics, workshops, trainings) 4-H club or group Teen leadership My Future Record your future goals and aspirations in this section.
Other (please specify):	My education and career goals are to:
Other (please specify):	1
☐ Other (please specify):	
My 4-H Activities Put an "X" in the box for each of the 4-H activities that you participated in during this 4-H year. Participation can include club or group, county, state,	2
national or international learning experiences. Be sure	3
to complete a copy of the "My 4-H Activity Pages" on page 29 for activities that you completed. County 4-H Awards/Recognition program County 4-H Councils/Committee Meetings	A goal that I would like to accomplish this year is:
☐ 4-H Afterschool program	
4-H sponsored activitiesFundraising	
OTractor Supply Company (TSC) Paper Clover	
Campaign	A goal that I would like to accomplish in 5 years is:
OOther (please specify):	
OOther (please specify):	
□ National 4-H Science Experiment	
□ National 4-H Week □ Team-building 4-H activities	If I could change one thing about the world, it would be:

☐ Other (please specify): _____ Other (please specify): _____ Other (please specify):



Personal Goals

Snapshot of My 4-H Goals

Setting goals is the next step in planning your future. Think about what you would like to learn and accomplish – not just what you want to do or win – during the upcoming 4-H year. At the end of the 4-H year, evaluate your progress by reviewing these goals. Complete a copy of the "My 4-H Project Pages" on page 25 for each project in which you are enrolled.



Personal goal:
What I want to learn or do related to this goal this year:
Personal goal:
What I want to learn or do related to this goal this year:
Project Area Goals
Project area:
What I want to learn or do in this project area this year:
Project area:
What I want to learn or do in this project area this year:
Project area:
What I want to learn or do in this project area this year:



Snapshot of **My 4-H Education**

4-H offers youth ages 5 to 19 countless hands-on learning opportunities in a wide variety of project areas. Use this page to record all learning experiences you have had in 4-H. These can include learning individually, in a project meeting, club or group meeting or in county, regional, state or national events. You could include things such as field trips, guest speakers, demonstrations, job shadowing, reading, practicing or countless other learning techniques. Be sure to include these educational experiences on your "My 4-H Project Pages" on page 25.



Educational activity:
Date of activity:
Location of activity:
People who taught me:
What I learned:
Educational activity:
Date of activity:
Location of activity:
People who taught me:
What I learned:
Educational activity:
Date of activity:
Location of activity:
People who taught me:
People who taught me:
What I learned:
What I learned:
What I learned: Educational activity: Date of activity:
What I learned:
What I learned: Educational activity: Date of activity:



Educational contest:

Snapshot of **My 4-H Achievements**

4-H offers members many opportunities to be recognized for their outstanding accomplishments and rich learning experiences. Use this page to record awards, honors and recognitions that you have received. Include a list of your entries in fairs, spring achievement and other educational contests as well as applications for club, county, or state awards or scholarships. Be sure to include these educational experiences on the "My 4-H Project Pages" on page 25. List the educational contests (fair, spring achievement, expos, shows or other educational contests) you have entered this year, the items you exhibited at each and the results.



Date:
Award earned:
Related project, program or activity:
Award sponsor or venue:
Educational contest:
Date: Award earned:
Related project, program or activity:
Award sponsor or venue:
Educational contest:
Date:
Award earned:
Related project, program or activity:
Award sponsor or venue:
Educational contest:
Date:
Award earned:
Related project, program or activity:
Award sponsor or venue:



Snapshot of My 4-H Community Service e those things you do alone or with others within ne who is unable to accomplish the necessary task My 4-H Community Service Pages" on page 33 for

Community service activities are those things you do alone or with others within your community to help someone who is unable to accomplish the necessary task alone. Complete a copy of the "My 4-H Community Service Pages" on page 33 for each event.



Community Service Project or Activity:
Date of activity:
Location of activity:
People involved:
Community Service Project or Activity:
Date of activity:
Location of activity:
People involved:
Community Service Project or Activity:
Date of activity:
Location of activity:
People involved:
Community Service Project or Activity:
Date of activity:
Location of activity:
People involved:



Contact:

Snapshot of **My 4-H Network**

Who have you met through your 4-H experience? 4-H is an opportunity for youth to build positive relationships with caring adults and their peers. Use this page to record the names of the people you have met through any of your 4-H experiences. These can include other members in your club or group; members from other clubs or groups, counties, states, or nations; your leaders; mentors; project instructors or staff.



Name:	
Where we met:	
Contact information:	
Contact:	
Name:	
Where we met:	
Contact information:	
Contact:	
Name:	
Where we met:	
Contact information:	
Contact:	
Name:	
Where we met:	
Contact information:	
Contact:	
Name:	
Where we met:	



Snapshot of My 4-H Participation

Month:	3 TV)
attended and activities, events or any other 4-H opportunities you have participated in.		
done in 4-H. Use this calendar to record project and club or group meetings you have		
Recording your 4-H activities on a calendar is a great way to keep track of what you have	5	

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<u> </u>			

My 4-H Club or Group and Committee Pages

4-H club or group name:

Please complete this "My 4-H Club or Group and Committee Pages" section for any clubs or committees you have participated in this year. Add additional pages as needed.

Officers
President:
Secretary:
Treasurer:
Vice-president:
Historian:
Other officer (please specify):
Other officer (please specify):
Other officer (please specify):

Volunteer Leaders Club or group volunteer leaders:
Project volunteer leaders:
Teen leaders:
Other volunteers (please specify):
Other volunteers (please specify):
Other volunteers (please specify):



Meetings

Record the main activities of your club or group this year — include business meetings, project work at meetings, special programs, activities, events, community service, fundraising, field trips or guests. If you have a leadership role in your club or group be sure to complete the "My 4-H Leadership Pages" on page 35 and indicate if you had a leadership role in helping plan any of the meetings or educational activities.



September	March
Meeting date:	Meeting date:
Type of meeting:	Type of meeting:
My leadership role:	My leadership role:
October	April
Meeting date:	Meeting date:
Type of meeting:	Type of meeting:
My leadership role:	My leadership role:
November	May
Meeting date:	Meeting date:
Type of meeting:	Type of meeting:
My leadership role:	My leadership role:
December	June
Meeting date:	Meeting date:
Type of meeting:	Type of meeting:
My leadership role:	My leadership role:
January	July
Meeting date:	Meeting date:
Type of meeting:	Type of meeting:
My leadership role:	My leadership role:
February	August
Meeting date:	Meeting date:
Type of meeting:	Type of meeting:
My leadership role:	My leadership role:

What I Learned

Please describe what you have learned in each of the following areas from your 4-H club or group experience:

About communication:	About life skills:			
About leadership:	About myself:			
How this experience addressed the National 4-H mission mandates (citizenship, healthy living and science): My 4-H club or group's goals for the year:				
How we accomplished these goals:				

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The benefits to me of belonging to a 4-H club or group:		
What I enjoy most about my 4-H club or group involvement:		
What was most challenging about working in my 4-H club or group:		
How I can improve it:		
Manage and it it is a few and at the last of the second state of t		
My responsibilities in my 4-H club or group:		

Personal Record Enhancements

They say a picture is worth 1000 words – tell your 4-H story through media that will help you remember and share your experiences. Insert pages with photos, news clippings, record books or reports from specific projects, drawings, stories or award applications. If you have multimedia resources where you have shared your accomplishments such as digital badges, electronic portfolios, videos, photos or any other resource, include a link to them here.



Describe what you like about meeting	new people:		
Describe how you get to know new people you meet:			
Describe how you grow relationships	with people in your network:		
People I Know Throu	ıgh 4-H		
Contact's name	How we met	Contact information	
List the personal qualities that are imp friendships:	portant to you in maintaining		
List at least one person you would like explain why:	e to meet in the future, and	**************************************	

What I Learned

Please describe what you have learned in each of the following areas from your networking experience in 4-H:

About communication:	About life skills:			
About leadership:	About myself:			
How this networking experience addressed the National 4-H mission mandates (citizenship, healthy living and science):				
The challenges you had in meeting new people and the ways you overcame them:				
The benefits of building positive relationships with peers and adults in 4-H:				

Personal Record Enhancements

The way to show someone you care about them:

They say a picture is worth 1000 words – tell your 4-H story through media that will help you remember and share your experiences. Insert pages with photos, news clippings, record books or reports from specific projects, drawings, stories or award applications. If you have multimedia resources where you have shared your accomplishments such as digital badges, electronic portfolios, videos, photos or any other resource, include a link to them here.



Please complete a separate "My 4-H Project Pages" section for each project you have participated in this year. Add additional pages as needed.

Project:		Leader(s):		
•				
Find out more about 4-H project opportunities: http://4h.msue.msu.	Before You St My goals for this project of I want to learn: I want to do, see, experient	during this 4-	-H year:	
edu/programs				
My 4-H Project 4-H learning experiences (meetings, events, etc.):		Projec Date	Description of Expense	Amount \$
People who helped me learn:				
What I learned about this project (content knowledge, skills):				
What I made or did:		TOTAL		\$

Recognition

I received these recognitions and awards for this project:

I created an exhibit for these venues/events (fair, spring achievement, etc.):

A 4-H project is the total experience that comes from having been involved in 4-H learning.

A 4-H experience is any activity that contributes to the learning in 4-H or around the project area.

A 4-H exhibit is what you put on public display (such as at a fair) to show involvement in a project.

What I Have Learned

Please describe what you have learned in each of the following areas from your 4-H project:

About communication:	About life skills:			
About leadership:	About myself:			
How this experience addressed the National 4-H mission mandates (citizenship, healthy living and science):				
What I enjoyed most about this project:				
What I enjoyed least about this project:				
What I will do differently in the future:				
My future goals for this project:				
Ny favorite project memory this year:				

Personal Record Enhancements

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My **4-H Education** Pages



Please complete a separate "My 4-H Education Pages" section for each training, clinic, workshop or field trip learning opportunity.

Training or clinic attended:

Date:	Location:	
Before You What I hope to gain	u Start n from this experience:	
The questions I war	nt to ask about this topic before the event:	3
The educational exp	erience I participated in:	Related Projects Specific projects this
What I learned throu	ugh this educational experience:	event relates to:
The people who led	or taught this educational experience:	-
New questions I have	re about the topic after attending this educational experience:	_
How I can learn more	re about this topic in the future:	-
What I taught or will	I teach others about this topic:	
		-

What I Have Learned

About communication:	About life skills:
About leadership:	About myself:
How this experience addressed the National 4-H miss	ion mandates (citizenship, healthy living and science):
What I enjoyed most about this experience: What I enjoyed least about this experience:	
What I will do differently in the future:	
My favorite memory of this experience:	

Personal Record Enhancements

They say a picture is worth 1000 words – tell your 4-H story through media that will help you remember and share your experiences. Insert pages with photos, news clippings, record books or reports from specific projects, drawings, stories or award applications. If you have multimedia resources where you have shared your accomplishments such as digital badges, electronic portfolios, videos, photos or any other resource, include a link to them here.



Please complete a separate "My 4-H Activity Pages" section for each activity you participate in each year.



Activity:	
Date: Location:	
Before You Start Why I wanted to participate in this experience:	
A role I had in planning this activity:	
My 4-H club or group's participation in this activity:	
What I learned from this activity:	
The skills I gained:	
How I describe the activity:	
How I would encourage other 4-H members to particip	pate in this activity in the future:
Who I Met 4-H members:	Adults:

What I Have Learned

About communication:	About life skills:	
About leadership:	About myself:	
How this experience addressed the 4-H National mission mandates (citizenship, healthy living and science):		
What I enjoyed most about this experience:		
What I enjoyed least about this experience:		
What I will do differently in the future:		
My favorite memory of this experience?		

Personal Record Enhancements

They say a picture is worth 1000 words – tell your 4-H story through media that will help you remember and share your experiences. Insert pages of photos, news clippings, record books or reports from specific projects, drawings, stories or award applications. If you have multimedia resources where you have shared your accomplishments such as digital badges, electronic portfolios, videos, photos or any other resource, include a link to them here.



Please comp	lete a separate "My 4-H Event Pages" section for each	event you atte	end this year.
Name of eve	nt:		
Date:	Location:		
	e You Start e to gain from this experience:		
Describe the	event:		
	Met		
What I learne	Learned Through This Event ed:		Related
What I saw, o	did or experienced:		Specific projects this event relates to:
How I would	encourage other 4-H members to do this:		event relates to.
Droinet	Expenses		<u> </u>
		A	
Date	Description of Expense	Amount	
		Ψ	
TOTAL			

What I Have Learned

About communication:	About life skills:	
About leadership:	About myself:	
How this experience addressed the 4-H National mission mandates (citizenship, healthy living and science):		
What I enjoyed most about this experience:		
What I enjoyed least about this experience:		
What I will do differently in the future:		
My favorite memory of this experience:		

Personal Record Enhancements

They say a picture is worth 1000 words – tell your 4-H story through media that will help you remember and share your experiences. Insert pages of photos, news clippings, record books or reports from specific projects, drawings, stories or award applications. If you have multimedia resources where you have shared your accomplishments such as digital badges, electronic portfolios, videos, photos or any other resource, include a link to them here.



My 4-H Community Service Pages

Please complete a separate "My 4-H Comm project you have participated in this year.	nunity Service Pages" section for each
Community Service Project:	
How I decided what community service wa	s needed:
What I did to plan my community service p	project:
What I did for the project:	
People involved in the project (people who	received service and people who provided service):
My specific roles in the project:	
When the project took place:	
Where the project took place:	
New skills I may have learned to complete t	the project:
How completing the project made me feel:	
How I celebrated my accomplishment:	
How my community has been improved as a result of this effort:	Project Expenses

Find out more about community service at http://4h.msue.msu.edu/programs/community_service_learning.

Date	Description of Expense	Amount
		\$
TOTAL		\$

What I Have Learned

About communication:	About life skills:
About leadership:	About myself:
How this experience addressed the 4-H National miss	ion mandates (citizenship, healthy living and science):
What I enjoyed most about this project:	
What I enjoyed least about this project:	
What I will do differently in the future:	
My favorite memory of this project:	

Personal Record Enhancements

They say a picture is worth 1000 words – tell your 4-H story through media that will help you remember and share your experiences. Attach photos, news clippings, record books or reports from specific projects, drawings, stories or award applications to this page. If you have multimedia resources where you have shared your accomplishments such as digital badges, electronic portfolios, videos, photos or any other resource, include a link to them here.



Please complete a separate "My 4-H Leadership Pages" section each year.

Before You Start

My leadership development goals this year:



A person who is a good leader:

Qualities a good leader should have:

Preparing to Be a Leader

Training I have had this year to build my leadership skills:

Ways my leadership skills have improved this year:

Demonstrating Leadership

How I have demonstrated leadership this year:

Specific projects and activities that involved my leadership skills:

The experience I had completing my county's teen leadership project:



Find out more about 4-H leadership development programs: http://4h.msue.msu.edu/programs/leadership_citizenship

What I Have Learned

About communication:	About life skills:
About leadership:	About myself:
How this experience addressed the 4-H National miss	sion mandates (citizenship, healthy living and science):
What I enjoyed most about this experience:	
What I enjoyed least about this experience:	
What I will do differently in the future:	
My favorite memory of this experience:	

Personal Record Enhancements

They say a picture is worth 1000 words – tell your 4-H story through media that will help you remember and share your experiences. Attach photos, news clippings, record books or reports from specific projects, drawings, stories or award applications to this page. If you have multimedia resources where you have shared your accomplishments such as digital badges, electronic portfolios, videos, photos or any other resource, include a link to them here.



My 4-H **Educational Contest** Pages

10 USC 717		
Please complete a separate "My 4-H Educational Contest contest you have participated in this year.		
Educational contest:		
Before You Start My goals for this contest during this 4-H year:		
		Who I Met
		4-H members:
My Educational Contest Entrie	S	
Classes or categories I entered:		
My exhibit or entry:		Indus:
		Judges:
Method the contest was judged (Danish system or nume	rical placing):	Leaders:
		Leaders.
Awards I received.		
ludaina		
Judging		
Questions the judge asked me:		
		3
Questions I had after receiving feedback on the project:		Deleted
How this experience made me feel:		Related
What makes me most proud about this experience:		Projects
what makes me most produ about this experience.		Specific projects this
		event relates to:
Project Expenses		
Date Description of Expense	Amount	
	\$	
	<u> </u>	

	\$
TOTAL	\$

What I Have Learned

About communication:	About life skills:
About leadership:	About myself:
How this experience addressed the 4-H National miss	ion mandates (citizenship, healthy living and science):
What I enjoyed most about this experience:	
What I enjoyed least about this experience:	
What I will do differently in the future:	
My favorite memory of this experience?	

Personal Record Enhancements

They say a picture is worth 1000 words – tell your 4-H story through media that will help you remember and share your experiences. Attach photos, news clippings, record books or reports from specific projects, drawings, stories or award applications to this page. If you have multimedia resources where you have shared your accomplishments such as digital badges, electronic portfolios, videos, photos or any other resource, include a link to them here.

My 4-H Year in Review: 9- to 11-Year-Olds

Check the box for each of the portfolio page sections you completed this year. If you completed more than one section for a category, indicate the number on the line following the category. For example, if you completed four, "My 4-H Project Pages," write "4." Review each of the pages you have completed this year before proceeding to the next activities.

	Snapshot of My 4-H Year	My 4-H Network Pages
	Snapshot of My 4-H Goals	My 4-H Project Pages
	Snapshot of My 4-H Education	My 4-H Education Pages
		My 4-H Activity Pages
	Snapshot of My 4-H Achievements	My 4-H Event Pages
	Snapshot of My 4-H Community Service	My 4-H Community Service Pages
	Snapshot of My 4-H Network	My 4-H Leadership Pages
_		My 4-H Educational Contest Pages
	Snapshot of My 4-H Participation ———	My 4-H Year in Review
	My 4-H Club or Group & Committee Pages	
H: .		
H: .		
H:.		
H: .		

The goals I set during this year I was able to achieve:	What this personal portfolio taught me about recordkeeping:
New skills or knowledge I learned since last year:	
What I am most proud of this year:	
What I want to improve next year:	



Extended Activities

- ▶ Enter your Michigan 4-H Member's Personal Portfolio as a recordkeeping project exhibit at your county fair.
- Submit a Mark of Excellence Essay for 4-H members ages 11 to 12 years old.
- ▶ Use your *Michigan 4-H Member's Personal Portfolio* to apply for a 4-H county award (check with your county for availability).

My 4-H Year in Review: 12- to 14-Year-Olds

Check the box for each of the portfolio page sections you completed this year. If you completed more than one section for a category, indicate the number on the line following the category. For example, if you completed four, "My 4-H Project Pages," write "4." Review each of the pages you have completed this year before proceeding to the next activities.

Snapshot of My 4-H Year	
Snapshot of My 4-H Goals	My 4-H Project Pages
Snapshot of My 4-H Education	My 4-H Education Pages
	My 4-H Activity Pages
Snapshot of My 4-H Achievements	My 4-H Event Pages
☐ Snapshot of My 4-H Community	My 4-H Community Service Pages
Service	My 4-H Leadership Pages
Snapshot of My 4-H Network	My 4-H Educational Contest
Snapshot of My 4-H Participation	Pages
	My 4-H Year in Review
My 4-H Club or Group & Committee Pages	

Write Your 4-H Story

Your 4-H story should tell what you have learned through 4-H and how your experiences have shaped you. It should communicate how 4-H has influenced your career plans and prepared you for the future. You can express how you have gained and used the core values of 4-H.

Your 4-H story should be one to three pages long. The following outline may help you develop your 4-H story. It is divided into parts simply to help you outline what you want to say about yourself. Do not identify these parts in your 4-H story.

Part 1: Introduce yourself. Include your age and interests; Talk about your family. Tell where you live, where you go to school, and when and why you became involved in 4-H.

Part 2: Tell about the project area or areas in which you are enrolled. Write about how 4-H helped you learn things about this area you didn't know before and how your project grew in size and scope. Discuss some of your successes as well as failures in the project area.

Part 3: Highlight your other 4-H projects and activities, including major learning experiences, special interests and unusual situations you have encountered.

Part 4: Explain how 4-H has helped you become a better leader and citizen, how 4-H has increased your interest and participation in community affairs, and what you have learned from your team or group involvement and efforts.

Part 5: Describe how 4-H participation has had an impact on the way you feel about yourself. Tell how it has influenced your school and career goals, and your use of leisure time. Tell about your plans for the future and the career you want to pursue.

The goals I set during this year I was able to achieve:	What this personal portfolio taught me about recordkeeping:
	-
	-
	.] [
New skills or knowledge I learned since last year:	

How 4-H has helped influence my development:

What I am most proud of this year:



Extended Activities

- ▶ Enter your Michigan 4-H Member's Personal Portfolio as a recordkeeping project exhibit at your county fair.
- Submit a Mark of Excellence Essay for 4-H members ages 11 to 12 years old.
- ▶ Submit a 4-H State Awards Application for 4-H members ages 13 to 19 years old (junior, senior and group awards).
- ▶ Use your *Michigan 4-H Member's Personal Portfolio* to apply for a 4-H county award.
- Apply for a pre-college scholarship.
- Explore opportunities that will expand your learning; set a goal to stretch yourself next year.

My 4-H Year in Review: 15- to 19-Year-Olds

Check the box for each of the portfolio page sections you completed this year. If you completed more than one section for a category, indicate the number on the line following the category. For example, if you completed four, "My 4-H Project Pages," write "4." Review each of the pages you have completed this year before proceeding to the next activities.

	Snapshot of My 4-H Year		My 4-H Network Pages
	Snapshot of My 4-H Goals		My 4-H Project Pages
	Snapshot of My 4-H Education		My 4-H Education Pages
_			My 4-H Activity Pages
	Snapshot of My 4-H Achievements		My 4-H Event Pages
	Snapshot of My 4-H Community Service		My 4-H Community Service Pages
\Box			My 4-H Leadership Pages
Ш	Snapshot of My 4-H Network	П	My 4-H Educational Contest Pages
	Snapshot of My 4-H Participation		
	My 4-H Club or Group & Committee Pages		My 4-H Year in Review

Create Your Résumé

An entry-level job I would like to apply for:

A future career I am working toward:

- **1.** Create a résumé for the entry-level job that you would like to apply for. Your résumé should include:
 - Contact information
 - Objective
 - Education
 - Volunteer and work experience
 - Relevant skills needed for the position
- **2.** Ask a volunteer leader, staff member or other adult who knows you well to write a letter of recommendation for you.
- **3.** Determine what skills, knowledge, education and training you will need to gain to reach your future career goal. Set increasingly more difficult goals to help you step up to achieve your future career goal.



The goals I set during this year I was able to achieve:	What this personal portfolio taught me about recordkeeping:
New skills or knowledge I learned since last year:	
What Lam most proud of this year:	

How 4-H has helped me improve my community:



Extended Activities

- ▶ Enter your *Michigan 4-H Member's Personal Portfolio* as a recordkeeping project exhibit at your county fair.
- Submit a 4-H State Awards Application for 4-H members ages 13 to 19 (junior, senior and group awards).
- ▶ Use your *Michigan 4-H Member's Personal Portfolio* to apply for a 4-H county award.
- Write a college application essay using information from your portfolio.
- ▶ Explore opportunities that will expand your learning; set a goal to stretch yourself next year.
- ▶ Submit an article about 4-H to your local newspaper or create a blog about 4-H.



