**4-H Record Book Personal Development Report (PDR) Reference Sheet**

**Specific to Butte County**

This tool is to assist youth, parents, and volunteers in placing 4-H activities and events in the correct category of the Record Book’s PDR. The items in this tool are listed alphabetically.

**PLEASE NOTE:** youth may not double count items. The only exceptions are counting the event you attended and ONE activity which you participated in/helped with at the event, as well as any awards which you received at the event.

**PDR**=Personal Development Report Form **APR=**Annual Project Report

**LDR**=Leadership Development Report **F=**Event for Butte County Fairs Participation  **C=**4-H EventAttended

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| **Activity/Event** | **Which PDR Section**  | **Explanations** |
| 100% Attendance Club Meetings  | 7 | Must have 100% attendance at your 4-H Club general meetings or make up meetings approved by your Community Club Leader |
| 4-H Camp - Councilor  | 4 | If taken as 20 hour Leadership role, (must fill out LDR form)If taken as a project fill out APR in addition to LDR. |
| 4-H Camp - Participant - **F & C** | 3 |   |
| 4-H Camp - T-Shirt Winner | 7 |   |
| 4-H Camp Awards (specify the award)  | 7 |   |
| 4-H Member of the Month | 7 |   |
| Adopt-A-Soldier Item Donation  | 5 | If donations are made via a 4-H group. If outside 4-H then this would be #5 "outside 4-H"  |
| All Star | 1 or 4 or 7 (or a combination) | If taken as a project fill out APR in addition to LDR. #7 can only be counted one time for the 1st year chosen. If taken as 20 hour Leadership role, (must fill out LDR form) All Star **cannot** count and communications made at a 4-H event if it is part of All Star Duties. |
| All Star Main Event - Attendee **- C** | 3 |   |
| Any 4-H Project completed  | 1 | At least 6 hours per project. |
| Any activity offered to the whole club and executed by a 4-H member **- C** | 3 or 4 | #3 for those who attended the event.#4 to the member who put on the activity. If an item is made during this event and that item is donated to a charity that donation can be considered community service #5. |
| ARBA Rabbit Show - Clerk | 4 | Can be used to fill in the "outside 4-H" section of this area. |
| ARBA Rabbit Show - Exhibitor | 2 or 8  | #2 can be used to fill in the "outside 4-H" section. If using #8 must be 25 hours total to include this a 1 credit. |
| ARBA Rabbit Show - Helper (Setup/Cleanup/Paperwork ,etc) | 5 | Can be used to fill in the "outside 4-H" section of this area. |
| ARBA Rabbit Show - Ramrod | 4 | Can be used to fill in the "outside 4-H" section of this area. |
| Archery - State 4-H Archery Match - Medalist | 7 |   |
| Archery - State 4-H Archery Match - Participant  | 2 |   |
| Archery Tournament - non 4-H - Helper (Setup/Cleanup/Paperwork, etc) | 5 | Can be used to fill in the "outside 4-H" section of this area. |
| Archery Tournament - non 4-H - Participant | 2 or 8 | #2 can be used to fill in the "outside 4-H" section. If using #8 must be 25 hours total to include this a 1 credit. |
| Awards Night - Attendee **F & C** | 3 |   |
| Awards Night for Members & Leaders- Helper - (Setup/Cleanup, etc) | 5 |   |
| Awards Night for Members & Leaders- Speaker | 6 | Current 4-H member can count in #6 except ALL STAR since it is part of job. |
| Bell Ringing for Salvation Army | 5 | If done in a 4-H capacity. If outside 4-H then this would be #5 "outside 4-H"  |
| Best of Show - Any Still Fair Category (example Cookies, Sewing, Welding, Photography) | 7 | If this is a "4-H Division" it can be included in #7 at the top.If it is not then #7 at the bottom. (Silver $ Fair does not have a 4-H still exhibits category) |
| Boer/Dairy/Nigerian Goat Show - Exhibitor | 8 or 2 | #2 can be used to fill in the "outside 4-H" section. If using #8 must be 25 hours total to include this a 1 credit. |
| Boer/Dairy/Nigerian Goat Show - Helper (Setup/Cleanup/Paperwork, etc) | 5 or 8 | Can be used to fill in the "outside 4-H" section of this area. |
| Bowl - A - Thon - Participant  | N/A | Not considered a PDR item. Does not meet the 25 hour requirement.  |
| Bowl - A - Thon - 4-H Booth  | 6 | Representing 4-H |
| Breeding Livestock Exhibitor at a 4-H Function  | 2 |   |
| Breeding Livestock Exhibitor at a **NON** 4-H Function  | 8 or 2 | #2 can be used to fill in the "outside 4-H" section. If using #8 must be 25 hours total to include this a 1 credit. |
| Butte County 4-H Council Meeting - Attendee **- C** | 3 |   |
| Butte County 4-H Council Meeting - Delegate/Officer | 4 or 3 & 6 | Delegate/Officer uses #4 reports back to the club on what the council discussed and can only use #4 once as leadership and can use #3 each time they attend a council meeting. If you are not an officer/delegate, use #6 for prepared talk to club and count every council meeting attended use #3. |
| Butte County 4-H Small Animal Field Day- Attendee **- F & C** | 3 | If you attend it is just a 3, if you exhibit and attend it is 2 and 3.  |
| Butte County 4-H Small Animal Field Day- Exhibitor **- F & C** | 2 | If you attend it is just a 3, if you exhibit and attend it is 2 and 3.  |
| Butte County Fair - Exhibitor | 2 or 3 | If you attend it is just a 3, if you exhibit and attend it is 2 and 3.  |
| Butte County 4-H Horse Show - Exhibitor  | 2 and/or 3 | If you attend it is just a 3, if you exhibit and attend it is 2 and 3.  |
| Butte County 4-H Horse Show - Helper (Setup/Cleanup/Paperwork,etc) | 5 |   |
| Butte County Rabbit Show - 4-H Committee Member | 4 |   |
| Butte County ARBA Rabbit Show - Exhibitor | 2 | #2 can be used to fill in the "outside 4-H" section of this area. The rabbit show is NOT a 4-H event it is a ARBA sanctioned show, which means children from 5-18 can compete (4-H does not allow ages 5-8 to compete) |
| Butte County Rabbit Show "4-H Events" - Attendee - **F & C** | 3 | These events include Breed ID, Showmanship, Educational Displays, and Pet Class ONLY.  |
| Butte County Rabbit Show "4-H Events" - Judge | 4 | If you were a Judge for any of the following Breed ID, Showmanship, Educational Displays, and Pet Class ONLY. |
| Butte County Rabbit Show "4-H Events" - Participant | 2 | You participated in one or more of these events which include Breed ID, Showmanship, Educational Displays, and Pet Class ONLY. #2 for each item entered one time.  |
| Butte County 4-H Talent Show - Entertainer | 6 |   |
| Butte County 4-H Talent Show - Committee Member | 4 |   |
| Butte County 4-H Talent Show - Masters of Ceremony  | 6 |   |
| Butte County 4-H Talent Show - Usher/Stage Manager | 4 |   |
| Butte County/Club Officers Training Workshop - Attendee  | 3 |   |
| Butte County/Club Officers Training Workshop - Organizer/committee member | 4 |   |
| Buyer Dinner (End or Frost, Silver $ Fair or Butte County Fair Buyers Dinners)  | 5 or 6 | Depending on the capacity that you served at the dinner. #5 if you helped setup, cleanup, etc. #6 if you have a talk to the audience about yourself and your livestock project you are taking to the fair.  |
| Cal Focus - Community Service | 5 |   |
| Cal Focus - Delegate/Attendee | 3 or 4 |   |
| Cal Focus - Final Report to Butte County Council | 6 |   |
| Cal Focus - Government Studies | 5 |   |
| Cal Focus - Plan of Action Report to Panel at Sac.  | 6 |   |
| California Camping 4-H Conference - Delegate/Attendee | 3 or 4 | This is leadership. They are there to learn and participate in team building skill activities.  |
| California State 4-H Advisory Committee Member  | 4 |   |
| Canned Food Donations | 5 | If donations are made via a 4-H group. If outside 4-H then this would be #5 "outside 4-H"  |
| Champion Bred and Owned Livestock Animal at the Fair  | 7 | If this is a "4-H Division" it can be included in #7 at the top.If it is not then #7 at the bottom. (pg. 14) |
| Christmas Caroling at Care Home | 5 | If done in a 4-H capacity. If outside 4-H then this would be #5 "outside 4-H"  |
| Christmas Caroling Fundraising 4-H Committee | 4 |   |
| Clean Pen Award Overall Winner at the Fair | 7 | If this is a "4-H Division" it can be included in #7 at the top. |
| Club Officer (President, Vice President, Secretary, Treasurer, etc) | 4 | If age 11 and older must complete LDR form and have a min of 20 hours.  |
| County Presentation Day Workshop - Attendee **- C** | 3 |   |
| County Presentation Day Workshop - Organizer/Helper (Setup/Cleanup/Paperwork, etc) | 4 or 5 |   |
| CSUC Sheep & Goat Day - Seminar Education - **F** | N/A | Not considered a PDR item. Is not a 4-H event. Does not meet the 25 hour requirement. Put in 4-H Story or APR as a learning experience |
| CSUC Swine Day - Seminar Education - **F** | N/A | Not considered a PDR item. Is not a 4-H event. Does not meet the 25 hour requirement. Put in 4-H Story or APR as a learning experience |
| Delivered Cards to Care Home | 5 | If done in a 4-H group capacity. If outside 4-H then this would be #5 "outside 4-H"  |
| Delivered Donations to Soldier Drop off Area | 5 | If done in a 4-H group capacity.If outside 4-H then this would be #5 "outside 4-H"  |
| Delivered Easter Basket Donation  | 5 | If done in a 4-H group capacity. If outside 4-H then this would be #5 "outside 4-H"  |
| Earth Day Cleanup - Bidwell Park | 5 | If done in a 4-H group capacity. If outside 4-H then this would be #5 "outside 4-H"  |
| Easter Basket Donation for Charity | 5 | If done in a 4-H group capacity. If outside 4-H then this would be #5 "outside 4-H"  |
| Easter Basket for Charity - Individual or Committee (Created the basket/bought the items) | 4 |   |
| Emerald Star Individual Plan of Action | 4 |   |
| Emerald Star Plan of Action Committee | 4 |   |
| Emerald Star Winner/Recipient | 7 |   |
| Fashion Revue - "County/Medalist" Winner  | 7 |   |
| Fashion Revue - Attendee - **F & C** | 3 |   |
| Fashion Revue - Helper - Setup/Cleanup/Paperwork | 5 |   |
| Fashion Revue - Presenter - "4-H prepared talk" | 6 | Counts as 1 prepared talk. Even though you might be doing multiple talks you can only count 1.  |
| Foods Fiesta - "County Winner/Medalist/Basket/Theme" Winner  | 7 |   |
| Foods Fiesta - Attendee - **F & C** | 3 |   |
| Foods Fiesta - Helper (Setup/Cleanup/Paperwork, etc) | 5 |   |
| Foods Fiesta - Judge  | 4 |   |
| Foods Fiesta - Presenter - "4-H prepared talk" | 6 | Counts as 1 prepared talk. Even though you might be doing multiple talks you can only count 1.  |
| Fun Night - Attendee  **- F & C** | 3 |   |
| Fun Night - Donate a Cake for the Cake Walk | 5 | Do not list as #2 even if you are in a cooking project. |

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| Fun Night - Donation at the Door | 5 | Since this is a 4-H event and you cannot charge for the event and the door entry is a donation then if a payment is made this is considered a donation to 4-H and is helping the 4-H community.  |
| Fun Night - Work the Cake Walk Booth | 6 | Only if you not helping as an ALL STAR. |
| Fun Night - Working at the BBQ | 6 |   |
| Fun Night - Working the Club Booth | 6 |   |
| Fun Night - Working the Ticket Booth | 6 |   |
| Fun Night Booth Committee Member | 4 |   |
| Fundraising Committee for the Club or Club Project | 4 | Any Committee member that is raising funds for the club or a club project. |
| Fuzzy Goat Show, Anderson, CA - Attending the Seminar Portion of the show | NA | Not considered a PDR item. Does not meet the 25 hour requirement and is not a 4-H Event. |
| Fuzzy Goat Show, Anderson, CA - Exhibitor | 2 | #2 can be used to fill in the "outside 4-H" section of this area.  |
| General 4-H Meeting - Snack Committee  | 4 |   |
| Giving Tree - Committee Member | 4 |   |
| Giving Tree - Donation | 5 | If done in a 4-H group capacity. If outside 4-H then this would be #5 "outside 4-H"  |
| Giving Tree - Worked the table at the Chico Mall | 5 or 6 |   |
| Glenn County Fair - Exhibitor | 2 |   |
| Goat Seminar "In it to Win it" - Davis, CA | 2 | #2 Can ONLY be used for showmanship - outside 4-H |
| Gold Medal Presentation Day - "Trophy" overall winner | 7 |   |
| Gold Medal Presentation Day - Attendee **- C** | 3 |   |
| Gold Medal Presentation Day - Room Coordinator | 6 |   |
| Gold Medal Presentation Day - Helper (Setup/Cleanup) | 5 |   |
| Gold Medal Presentation Day - Presenter - "4-H Presentation" | 6 |   |
| Grand 4-H Champion Livestock Animal  | 7 | If this is a "4-H Division" it can be included in #7 at the top. |
| Hand Delivered or Sent Buyers Letters Prior to Fair | 6 | Must actually talk to the buyer to put this on your PDR. You cannot just mail a letter to someone. Can only be counted one credit (pg. 14) |

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| Hi 4-H Member | 1 and/or 4 | If you count as a project then fill out and APR.If they want leadership then fill out a LDR form.  |
| Hi 4-H Event - **C** | 3 | If not a member count could attendance as county event.  |
| Horse Show/Event - Exhibitor | 2 |   |
| Horse Show/Event - Helper (Setup/Cleanup/Paperwork, etc) | 5 | If 4-H show put in top section. If not a 4-H show fill in the "outside 4-H" section of this area. |
| Horse Show/Event - Organizer | 4 |   |
| Invocation (prayer)  | 6 |   |
| Junior Leader - Any 4-H Project that a completed Jr. Leader Form has been submitted | 4 | Must have 20 hours, page 20.  |
| Livestock Educational Camp | 8 | Must have 25 hours, page 16.  |
| Lamb Town Sheep Show & Festival - Dixon, CA - Exhibitor | 2 or 8 | #2 can be used to fill in the "outside 4-H". #8 as long as you have 25 hours.  |
| Lessons ( horseback riding, vaulting, gymnastics, etc) | 8 | As long as you have 25 hours.  |
| Livestock Exhibitor at a 4-H Function  | 2 and 3 |   |
| Livestock Exhibitor at a **NON** 4-H Function  | 2 or 8 | #2 can be used to fill in the "outside 4-H" section. Must have 25 hours for #8. |
| Livestock High Honor Winner at a 4-H Function  | 7 |   |
| Livestock High Honor Winner at a **NON** 4-H Function  | 7 | Outside 4-H. |
| Local 4-H Club Breakfast at the Fair | 3 |   |
| Local 4-H Club End of year BBQ | 3 |   |
| Local 4-H Club Level - Revolution of Responsibility Winner  | 7 |   |
| Local 4-H Club Potluck at the Fair | 3 |   |
| Made Scarves for the Troops | 5 | If done in a 4-H group capacity. If outside 4-H then this would be #5 "outside 4-H"  |
| Made Valentine Cards for Care Home | 5 | If done in a 4-H group capacity. If outside 4-H then this would be #5 "outside 4-H"  |
| Market Livestock Exhibitor | 2 |   |
| National 4-H Conference | 3 or 4 | #3 if event attended.#4 if a delegate. |
| National 4-H Week Booth - 1st place Winner | 7 |   |
| National 4-H Week Booth Committee Member  | 4 |   |
| North Valley Dairy Goat Association (NVDGA) Education Day - Seminar Attendee - **F** | 8 | Must have 25 hours for #8. |
| Officers Candidate Speech for Desired Officers Position | 6 |   |
| Performing Arts (dance, singing, music lessons, play. Etc) | 8 | Any performing arts that they are enrolled in for a season can be counted as outside 4-H, must be 25 hours. |
| Prepared talk at the 4-H Council Meeting | 6 | All Star cann**ot** count this, since it is part of their responsibilities. |
| Prepared talk at the Club General Meeting | 6 | As long as it is a prepared talk, during the club general meeting it can be included as a communication skill. No limit on how many you can do per meeting, but it cannot be part of another office job description, such as reporter or Jr/Teen leader, since that is part of being that representative (pg. 14) |
| Presentation Day 4-H - Gold Winner | 7 |   |
| Presentation Day 4-H - Leading 4-H Pledge | 6 |   |
| Presentation Day 4-H - Attendee - **F & C** | 3 |   |
| Presentation Day 4-H - Leading Flag Solute/ Part of Color Guard | 5 |   |
| Presentation Day 4-H - Helper (Setup/Cleanup) | 5 |   |
| Presentation Day 4-H - Judge | 4 |   |
| Presentation Day 4-H - Presenter - "4-H Presentation" | 6 |   |
| Presentation Day 4-H - Room Coordinator | 6 |   |
| Presentation Day Workshop - Attendee | 3 |   |
| Presentation Day Workshop - Presenter | 6 |   |
| Principals Honor Roll Award at School | 7 | Can be used to fill in the "outside 4-H" section of this area. |
| Quality Assurance and Ethics Awareness Training | n/a | Put in APR. |
| Queen/Princess (Participant of any queen contest such as Butte County Scholarship Pageant)  | 6 or 7 or 8 | Can put under # 6.Can put under #7 outside of 4-H if you win the title.Can be under #8 only if 25 hours. |
| Rabbit 4-H Showmanship | 2 |   |
| Rainbow Craft Day - Judge | 4 |   |
| Rainbow Craft Field Day - Attendee - **F & C** | 3 |   |
| Rainbow Craft Field Day - County Winner/Medalist  | 7 |   |
| Rainbow Craft Field Day - Helper (Setup/Cleanup/Paperwork, etc) | 5 |   |
| Rainbow Craft Field Day - Presenter  | 2 or 6 | Even If you do two separate presentations on this day, it still only counts as **ONLY** "1" 4-H **prepared talk** |
| Record Book - County Winner | 7 |   |
| Record Book - Gold Seal Award Club Level | 7 |   |
| Record Book - Medalist | 7 |   |
| Record Book - State Winner and Medalist | 7 |   |
| Reserve 4-H Grand Champion Livestock Animal at a Fair | 7 | If this is a "4-H Division" it can be included in #7 at the top. If it is not 4-H, then #7 at the bottom. |
| Reserve 4-H Supreme Grand Champion Livestock Animal at a Fair | 7 | If this is a "4-H Division" it can be included in #7 at the top. If it is not 4-H then #7 at the bottom. |
| Round Robin Winner at any Fair | 7 | If this is a "4-H Division" it can be included in #7 at the top. If it is not 4-H, then #7 at the bottom. |
| Sectional/Regional/Area Presentation Day - Attendee - **F & C** | 3 |   |
| Sectional/Regional/Area Presentation Day - Gold Winner or Medalist  | 7 |   |
| Sectional/Regional/Area Presentation Day - Helper (Setup/Cleanup)  | 5 |   |
| Sectional/Regional/Area Presentation Day - Presenter - "4-H Presentation" | 6 |   |
| Sectional/Regional/Area Presentation Day - Room Coordinator | 6 |   |
| Serve Meals at the Jesus Center | 5 | If this is done an a 4-H capacity, or include as outside 4-H |
| Served Lunch to Habitat for Humanity Workers | 5 | If this is done an a 4-H capacity, or include as outside 4-H |
| Service Learning 4-H Committee Member | 4 or 5 |   |
| SHARES Fundraiser Coordinator | 4 |   |
| Shasta County Poultry Day - **F** | 8 | Must have 25 hours.  |
| Showmanship Division Winner at a Fair (Beef, Sheep, Hog, Goat, Rabbit)  | 7 | If this is a "4-H Division" it can be included in #7 at the top.If it is not 4-H then #7 at the bottom. |
| Showmanship Livestock Exhibitor | 2 | If this is a "4-H Division". If not, then add at bottom as outside of 4-H  |

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| Silver Dollar Fair - Rabbit Barn - Verbal Educational Information  | 6 | If you are working the educational booth and interacting with fair spectators, providing them with "verbal" educational information about rabbits, you can include this as a #6 |
| Silver Dollar Fair - Exhibitor | 2 |   |
| Snack Committee Member (within your club) | 4 |   |
| Snow Day - Mt Lassen  | 3 | This 4-H event is hosted by Lone Pine 4-H, but is open for the whole county to attend. |
| Sports Team (Baseball, soccer, football, gymnastics, swimming, wrestling, etc)  | 8 | Any sport that they are enrolled in for a season can be counted as outside 4-H, must be at least 25 hours up top 4 times per program year.  |
| State Fair Exhibitor - Sacramento, CA | 2 | If in a "4-H division". If not, add at bottom as outside of 4-H  |
| State Fair Attendee - Sacramento, CA | 3 |   |
| State Fashion Review - Attendee  **- C** | 3 |   |
| State Fashion Review - Helper (Setup/Cleanup/Paperwork, etc) | 5 |   |
| State Fashion Review - Presenter |  2 or 6 |   |
| State Leadership Conference - Delegate | 3 or 4 |   |
| State Leadership Conference - Workshop Presenter | 6 |   |
| Supreme 4-H Grand Champion Livestock Animal at a Fair | 7 |  |
| Supreme 4-H Livestock Exhibitor Award at a Fair | 7 |  |
| Supreme Champion 4-H Bred and Owned Livestock Animal at a Fair | 7 |  |
| Teen Leader - Any 4-H Project that a completed LDR Form has been submitted | 4 | Must have at least 20 hours  |
| THRIVE Leadership Member | 1 and/or 4 |  |
| Washington Focus Delegate | 3 or 4 |   |
| WHY Conference - Committee Member | 4 |   |
| WHY Conference - Delegate | 3 or 4 |   |
| WHY Conference - Workshop Presenter | 6 |   |