

Junior 4-H Member Portfolio Explanations & Tips

4-H Background/Introduction: (5%)

- You will write a short paragraph introducing yourself and your project.
- Begin with something exciting – interesting fact about your project, personal story, etc.
- Include basic information about yourself – name, county, number years in 4-H, why you enjoy 4-H, why you chose this project, etc.

Main Project Work: (25%)

- Activities in main project – what did you do?
- School classes, reports, projects
- Interviews
- Tours
- Research – internet articles, newspapers, magazines, books, etc.
- Accomplishments, awards, honors
- Learning/exploring opportunities

Main Project Sharing & Helping Experiences: (20%)

- Shared the information you learned: project achievement, county 4-H clubs, school projects/reports, community organizations, church events, other student clubs/activities
- Helped someone else in that area: taught a friend how to do something, demonstrated a technique, helping another 4-H'er in same project area, etc.
- Anything you publish about your project – tri-board/exhibit fair, min-booth, brochure, flyer, news article, handout, etc.
- Leading a Project Club or teaching a class
- Community service activity related to main project

Other Leadership and Teen Leadership Activities: (15%)

- Leadership experiences/roles: offices, committees, etc.
- Teen leadership activities not related to main project (ex – summer classes, trips, etc.)
- Leadership roles in other organizations

Other Community Service and Citizenship Activities: (15%)

- Provide a service for the betterment of the community
- Can include collections, donations, etc.
- Remember to include projects that were completed with school and community organizations (ex – Girl Scout Food Pantry Drive or Y-Club Park Clean-Up)

Other 4-H Activities: (10%)

- All other 4-H experiences: clubs, judging events, contests, trips, tours, activities, events, camp
- Include all local/county, area, district, and state events
- 4-H awards and recognition

Other Activities and Information: (5%)

- School, community, and church clubs

- Any other activities not listed elsewhere
- Other awards won that are not in main project or 4-H

Supporting Material: (5%) Completely separate page

- Should support the two accomplishment pages – it's the evidence of what you did!
- Any color paper, markers, etc. may be used
- Everything must be glued or taped to page
- Use only one side of page; no shingling/layering
- Can include photos, newspaper articles, certificates, ribbons, etc.

General Tips & Information:

- List each activity separately.
- The judges are looking for quantity, quality, and variety. Include numbers and details!
- Begin each statement with an action verb ... you do not have to have complete sentences. However, the verb should be in past tense – since it is something you have already done. Example: Toured Liberty County Courthouse to learn more about county operations. (1 hour)
- Remember to follow the guidelines. Portfolios need to be typed and printed on white paper (8½ x 11 inches) using black ink.
- Margins should be no less than ½ inch on all sides of achievement pages.
- Use a common font – Arial, Times New Roman, Calibri, etc.
- Font should be no smaller than 10-point. Use columns if you have lots of information!
- Remember that artwork and clipart is not permitted on the achievement pages.
- Use bullets, highlighting, or underlining to accent information.
- Please remember to proofread your work!
- You cannot add extra pages or use the back side of the pages.
- We will assemble your portfolio at the 4-H Office. Please do not staple or use any type of covers or fasteners.
- The portfolio year is January 1 - December 31. Remember to include ALL activities you complete during the year!
- Your portfolio counts as 40% of your final District Project Achievement score!
- Remember to consider neatness, organization, ease of reading, spelling/grammar, prioritization, etc.
- Do not duplicate activities! Something listed in 'main project work' should not be listed in 'other leadership activities'.