



My 4-H Project Record Book

Something Fishy Aquarium Science Club



For use by New Jersey 4-H _____ project members

Member name: _____ Birth date: ____ / ____ / ____

Address: _____ Grade: _____

Phone #: _____

4-H County: _____ Years in Project: _____

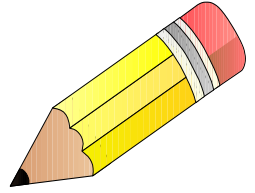
Name of club: _____ 4-H Year: _____

Club leader's name: _____

End-of-Year Signatures

At the end of the 4-H year, when your record book is complete, your club leader will ask to see this record book.

By signing below, I am stating that I am familiar with this work and, to the best of my knowledge; the information included in this record book is complete.



Title	Signature	Date
4-H Member		
Parent/Guardian		
4-H Club Leader		
County 4-H Agent		

Written by:

(Jonathan Lowrie, Somerset County volunteer)

Based on:

My 4-H Record Book by Keith Diem

Date March 2017

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Introduction

This project record book has been created especially for members enrolled in the 4-H Something Fishy Aquarium Science Club project. Keeping a record book is an important part of the project. It will help you set goals for the project year, record your accomplishments and help guide your efforts to keep important records on your Aquatic Husbandry Projects.

What is a 4-H project?

A project is a subject or topic that you learn about in 4-H. More important, a project is something you do, which results from knowledge and skills you learned in the project. In this case, your project is Aquatic Husbandry. You learn about your project from attending club meetings and educational workshops, and working with adult leaders and other 4-H members. You can also learn from field trips and camps, by participating in shows and competitions, as well as through your family and self-study.

Why complete a record book?

A record book is not meant to be a chore. Instead, it is a way for you to learn. Here are some important reasons why 4-H expects you to complete a 4-H record book for your project.

Keeping a 4-H record book will help you...

- Learn how to organize yourself
- Learn how to set reasonable goals for yourself
- Appreciate what you've learned this year from the goals you reached
- Recognize what things you learned in your 4-H project
- Explain what you've learned
- Keep track of costs of your project
- Gather information needed to apply for awards and scholarships
- Complete applications and resumes for jobs and college
- Meet requirements to participate in some county, state, or national 4-H events

Member in good standing requirements

In general, all 4-H members are expected to meet the following standards each year. These are the minimum requirements. Your club may have additional requirements.

- Attend at least 70 percent of regular club meetings and/or activities.
- Complete a 4-H project doing one's own work with minimal assistance from parents or others.
- Give a club or county 4-H public presentation.
- Complete this project record book and necessary supplements.

Guidelines for the 4-H Something Fishy Aquatic Husbandry Project Record Book

You start your record book at the beginning of the 4-H year and keep all your expenses and receipts during the year. It is important to keep your record book up-to-date monthly. Keep your book neat and complete.

Start your year by setting at least three goals for the year. These goals may include "Knowledge and Skills" or "Personal Development Activities." To expand your horizons, each year in the project, try to accomplish new skills, or skills you did not accomplish in previous year(s).

It is recommended that you save your record books from previous years. That way, you can easily compare your progress and achievements throughout the years. It will also help you when you apply for awards, jobs, college, etc.

How this record book is organized

Besides this introduction, this record book is organized into these main sections:

- **Starting Out**—My goals for the 4-H year /Taking inventory
- **Along the Way**—Keeping track of what I do
- **Looking Back**— What I learned this year
- **Thinking Ahead**—My goals for next year
- **Appendix**— (including project goals and project supplement sheets,)

Starting Out

My goals for the 4-H year

The beginning of the 4-H year is a good time to begin thinking about what you'd like to do or learn in 4-H during the upcoming months. List some of your goals for the year and what plan you have to accomplish your goals. Talk to your leader and parents to decide what goals are realistic to try and possible to finish this year.

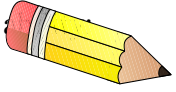
During each year in the 4-H Something Fishy project, members should choose a minimum of three goals to pursue. Choices are listed in the Appendix. Write your choices below. Don't be afraid to challenge yourself! Of course, you may aim to reach more goals. For now, write your goals below and your plan for reaching each goal. If the items on the list have all been accomplished, develop some of your own. You may also choose special ones not listed. Be sure to get the needed signatures on the next page.

My goals for this year	What I need to do to reach this goal
<i>Example: I will learn how to give a public presentation.</i>	<i>Attend county public presentation workshop. Have my leader and parents help me pick a topic that will be good for me. Practice my presentation. Give the presentation at a club meeting.</i>
<i>Example: I will breed my guppies</i>	<i>Maintain good husbandry and monitor fish to allow for breeding.</i>

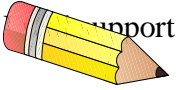
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Signatures for goal setting

I will work toward the above goals I have set for myself for the upcoming 4-H year to the best of my



_____ (Member signature) _____ (Date)



I will support my son's/daughter's goals for the upcoming 4-H year:

_____ (Parent signature) _____ (Date)



I will help support this member's goals for the upcoming 4-H year:

_____ (4-H Leader signature) _____ (Date)

Taking Inventory

As you start the 4-H year is also a time to take an inventory of what you have for your project. For the Something Fishy project, you will need to list all the animals you own at the beginning of the year.

Type of animal	(Check one)		Approx. Age	Source	Date of Purchase	Value
	Male	Female				
<i>Example: Clown Loach</i>	?	?	<i>6 months</i>	<i>Auction</i>	<i>9/30/99</i>	<i>\$1.50</i>
Total Value of (Add all values of _____ and put number in box at right.)						

Along the Way

Keeping track of what I do

For this section, it is best to write down what you have done shortly after completing it so you won't forget important events and activities. This section includes the following parts:

- What I did in this project this year
- Project finances
- Other clubs and projects

What I did in this project this year

The following page is where you can list what you did in this 4-H project. Don't forget to include these types of 4-H events and activities you might have done this year:

- Events participated in
- Leadership roles - such as offices held, committees led
- Shows & competitions (be sure to list identification of the item entered, the class entered, and the number in the class)
- Special meetings & clinics
- Community service
- Public Speaking
- Field trips
- County 4-H Fair
- Awards or recognition earned

Name of event/activity	Date & Location	What I did	Level (Club, County, State, National)	Award or Recognition Earned?
<i>Example:</i> <i>Invitational Herpetology Show</i>	<i>1/1/2000 Somewhere, New Jersey</i>	<i>Entered a snake, 5 other entries in the class</i>	<i>Club</i>	<i>Excellent</i>
<i>Example:</i> <i>Went to fish auction</i>	<i>12/15/98 NJAS Auction</i>	<i>I purchased a new pair of guppies</i>	<i>Club</i>	

Name of event/activity	Date & Location	What I did	Level (Club, County, State, National)	Award or Recognition Earned?

(Add other pages if necessary)

Animal Care & Management

Because your project is a living creature, it requires regular care and management. Here is the place to explain what you regularly do for or with your animal on a daily, weekly, monthly, and yearly basis. Be as specific as possible.

Do not forget to list the following:

- Feeding and watering practices
- Exercising
- Grooming (brushing, clipping nails, check health)
- Clean and disinfect cage, food/water containers
- Manure removal

What I do for/with my project animal(s) . . .
Daily
Weekly
Monthly
Yearly

Record of Acquired

Something Fishy Club
Fish Fact Sheet

Common Name(s): _____

◆ **Family:** _____

◆ **Genus:** _____

◆ **Species:** _____

Distribution:

Natural Habitat:

Description:

General Care:

Compatibility:

Solitary Community Aggressive
Predator

Water Quality:

◆ **Temperature:**

◆ **pH:**

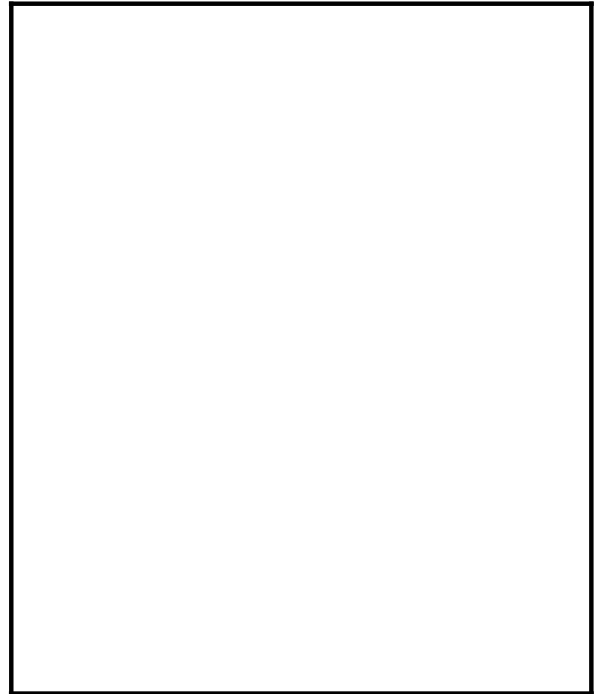
◆ **Hardness:**

◆ **Salinity:**

Lighting:

Low Medium High

Illustration



Interesting Facts

Breeding:

(E3) Other Expenses (decorations)

Date	Description of expense (include quantities)	Cost (\$)
<i>1/6/2000</i>	<i>Example: plastic plant</i>	<i>\$4.00</i>
E3 Total	(Add up all expenses from above and put number in box at right)	

(E4) Health/Medical expenses (including veterinarian & medicine)

Date	Description of expense	Cost (\$)
<i>3/16/2000</i>	<i>Example:</i>	
E4 Total	(Add up all expenses from above and put number in box at right)	

(I) Income

List any income received from your project this year. For instance, sales of any project-related items or cash prizes from contests or exhibitions. Income may also include live animals sold. It is quite likely your project had no income. If so, enter "None" under description and "0" under "Total Income."

Date	Description of income (include quantities)	Income (\$)
1/6/2000	<i>Example: Sold 2 guppies at auction</i>	\$15.00
Total Income (Add up all income from above and put number in box at right)		



Total Project Cost or Profit

If your project earned more than it cost, then your project made a profit. In other words, if your income minus your expenses is a positive (+) number, your project "made" money.

If income minus expenses is a negative (-) number, you spent more on your project than you earned from it. This amount is the total cost of your project. But don't worry if your project did not make a profit! Although a business aims to earn a profit, a 4-H project is meant for learning. The important point to learn is that most activities have costs. Therefore, you must be careful to spend money wisely.

Total Expenses (Includes value of equipment and project animals)	
Total Feed Expenses (E1 page 11)	\$
Total Equipment Expenses (E2 page 12)	\$
Total Other Expenses (E3 page 12)	\$
Total Health/Medical Expenses (E4 page 13)	\$
Total Expenses (Add up all expenses and put number in box at right)	

Total Project Cost or Profit	
Total Income (I page 13)	\$
Total Expenses (from above)	\$
Total Project Cost or Profit (Subtract total expenses from total income)	\$

Other clubs and projects

List any other clubs and projects you participated in during the past year.

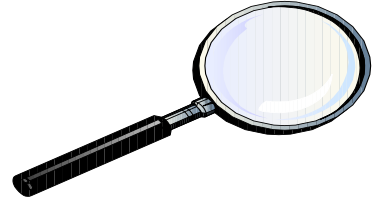
Club name	Project(s)

Looking Back

What I learned this year

This section is to be completed at the end of the 4-H year. It is meant to help you look back on all that you learned during the past year. This section includes the following parts:

- My goals completed
- A summary of knowledge and skills I gained
- The three most important things I learned
- Telling my story



My goals completed

Look back on the goals you set for yourself at the beginning of the year. How well did you meet those goals? Use the space below to tell how well you did in reaching your goals. If you added new goals during the year, also included them below.

My goals for this year	How well did each goal get met?
<i>Example: I will learn how to give a public presentation.</i>	<i>I attended county public presentation workshop. I had to change my topic three times. I should have practiced my presentation more before I gave it at the club meeting. I will start planning and practicing earlier next year!</i>

Knowledge and Skills I Gained

There are many things to learn in 4-H. Check each item below that you learned or improved in 4-H during the past year.

I learned or improved my ability to...

HEAD (*Independence*)

- try something new
- set goals for myself
- plan a project
- keep myself organized
- keep track of finances
- keep records of my work
- gain knowledge of my project
- get more information about something I am interested in
- use resources wisely
- participate in a business meeting
- run a business meeting
- make wise choices and decisions
- solve problems
- learn from my mistakes
- understand that it's ok to change my mind if I need to
- pay attention to instructions

HEART (*Belonging*)

- speak confidently in front of a group
- give a public presentation
- share my feelings or point of view
- make myself understood without bullying or being loud
- listen to other people
- respect someone else's feelings
- resolve differences of opinion
- appreciate my cultural heritage
- accept people who are different from me
- get along with other kids
- make others feel welcome
- stand up for others
- make new friends
- appreciate the importance of friendships in my life

My grade in school: _____

Number of years in 4-H _____

HANDS (*Generosity*)

- work with others
- work within a group
- work within a committee
- work with adults
- get past differences to reach a goal
- help others succeed
- make something with my hands
- explore a career interest
- follow directions
- lead others
- find ways to make a positive contribution to society
- understand the importance of community service
- see that my efforts can make a difference
- take the initiative to start something on my own

HEALTH (*Mastery*)

- understand my strengths and weaknesses
- finish something I started
- be proud of my accomplishments
- accept change
- see that my character can effect a situation
- take responsibility for my own words and actions
- deal with winning and losing gracefully
- be careful and practice safety
- appreciate the importance of good health
- stay healthy
- feel good about myself

Other: _____

Revised 2011

The three most important things I learned

Even if you learned a lot of different things in 4-H, think of what was the most important for you. Then, list the three most important things you learned in this project during the past year in the boxes below. For instance, I learned how breed fish and take care of a new species, I learned that working with senior citizens is challenging but also fun, I learned to speak in front of my club without being afraid.

The three most important things I learned in this project during the past year were . . .
1.
2.
3.

Telling my story

Keeping in mind the knowledge and skills you said you learned from the items you checked above, write a story that explains what you gained this past year in 4-H. Use specific examples that are unique to you whenever possible. Feel free to relate what you learned in 4-H to school, family, or other activities in your life. Use extra pages if needed. Attach photos or clippings on additional pages of this book if it helps tell your story better. Don't forget to label them with captions if you do.

4-H is proud of what 4-H members learn and sometimes likes to use excerpts (parts) of stories 4-H'ers write in 4-H publicity. If you do not want your information shared, please let us know by checking the boxes below:

- Do not use my story for any 4-H publicity.
- If you use my story, do not credit my name.



My 4-H Story

(Continue 4-H story on next page.)

(Continue 4-H story below or attach additional pages if necessary.)

Thinking Ahead



My goals for next year

Now is a good time to begin thinking about what you'd like to do or learn in 4-H next year. List some of your goals for next year and what plan you have to accomplish your goals.

My goal for next year	What I need to do to reach this goal

Feel free to attach additional pages to this record book if needed.

Appendix

The Appendix contains the following parts:

- Herpetology Knowledge & Skills
- Personal Development Activities

Knowledge & Skills

During each year, members may choose several _____ knowledge and skill goals. Do not be afraid to challenge yourself!

Item #	Knowledge or Skill
R-1	Test Water for pH
R-2	Test Water for Ammonia
R-3	Test Water for Nitrite
R-4	Test Water for Nitrate
R-5	Recognize a sick fish
R-6	Perform a water change
R-7	Recognize fish species
R-8	Talk about a fish species
R-9	Breed a fish (live bearer)
R-10	Breed a fish (egg layer)
R-11	Proper field collecting
R-12	Show a fish
R-13	Attend a fish auction
R-14	Do a fish presentation
R-15	Attend a fish show
R-16	Grow live plants
R-17	Grow live foods
R-18	Set up an aquarium on your own
R-19	
R-20	
R-21	
R-22	
R-23	

R-24	
R-25	
R-26	
R-27	
R-28	
R-29	
R-30	
R-31	
R-32	
R-33	
R-34	
R-35	
R-36	
R-37	
R-38	
R-39	
R-40	
R-41	
R-42	
R-43	
R-44	
R-45	
R-46	
R-47	

If the above skill have all been accomplished, develop some of your own. You may also choose any special skill not listed above.

Personal Development Activities

During each year, members may also choose several personal development goals. Do not be afraid to challenge yourself!

Item #	Personal Development Activity
PD-1	Participate in a community service project (such as a food drive, community clean-up, etc.).
PD-2	Participate in a community pride project (such as a parade or community day).
PD-3	Help prepare a display or booth relating to Herpetology.
PD-4	Serve as a member of a club committee
PD-5	Attend 4-H Camp.
PD-6	Participate in your county fair.
PD-7	Assist at a 4-H show.
PD-8	Serve as a host for a 4-H meeting, making everyone welcome.
PD-9	Provide refreshments for a club meeting.
PD-10	Help plan a fun activity for your club.
PD-11	Help with club/county 4-H fund raisers.
PD-12	Write a newspaper story for your club about an event you have participated in.
PD-13	Serve as a chairperson of a club committee.
PD-14	Arrange for a speaker to talk to your club.
PD-15	Make arrangements for your club to go on a field trip.
PD-16	Attend Citizenship Washington Focus (CWF)
PD-17	Attend National 4-H Youth Congress.
PD-18	Attend National 4-H Conference.
PD-19	Explore careers in Herpetology.
PD-20	Assist a younger member in preparing a public presentation.
PD-21	Assist a younger member at a show.

If the above activities have all been accomplished, develop some of your own. You may also choose any special activities not listed above.

The 4-H Pledge

I PLEDGE . . .

. . . my HEAD to clearer thinking,
. . . my HEART to greater loyalty,
. . . my HANDS to larger service,
. . . and my HEALTH to better living,
for my club, my community,
my country, and my world.



4-H Motto

“To Make the Best, Better”

4-H Slogan

“Learning by Doing”