



# CONNECTICUT 4-H RECORD KEEPING



## CONSUMER & FAMILY SCIENCES PROJECT RECORD Clothing/Textiles/Home Arts

Name \_\_\_\_\_ Years in Project \_\_\_\_\_ 4-H Program Year \_\_\_\_\_

Please check what you selected as your project area. Use a separate Record Sheet for each of the project areas listed here.

Home Environment/Home Arts       Clothing & Textiles

**PROJECT GOAL** Setting goals and then checking progress on the attainment of those goals is an important part of 4-H. Complete the first two boxes at the beginning of the year. Complete the last two boxes before you turn in your Record Book.

|   |  |
|---|--|
| Set a goal related to your project.   |  |
| How will you reach your goal? This is your action plan to attain your goal. Be specific and list each step needed to reach your goal.   |  |
| Did you accomplish your goal? Write about any assistance you received to reach your goal. If you didn't accomplish your goal- what obstacles prevented you from doing so and how did you try to overcome those obstacles? |  |
| For next year . . . How will you change your goal?  |  |

**DESCRIBE YOUR PROJECT** Summarize your project in a few sentences.

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**ITEMS MADE**

| <b>Date</b> | <b>Item</b> | <b>#<br/>Made</b> | <b>Materials Used</b> | <b>Construction<br/>Method</b> | <b>Hours<br/>Spent</b> | <b>Price Of Ready-<br/>Made Similar Item</b> | <b>Comments</b> |
|-------------|-------------|-------------------|-----------------------|--------------------------------|------------------------|--|-----------------|
|             |             |                   |                       |                                |                        |  |                 |
|             |             |                   |                       |                                |                        |  |                 |
|             |             |                   |                       |                                |                        |  |                 |
|             |             |                   |                       |                                |                        |  |                 |
|             |             |                   |                       |                                |                        |  |                 |
|             |             |                   |                       |                                |                        |  |                 |
|             |             |                   |                       |                                |                        |  |                 |



**TIME SPENT ON PROJECT** Record the amount of time you spend with your project during the year.

|                    |  |  |  |  |  |  |  |  | Total Time/ Per Month | Comments |
|--------------------|--|--|--|--|--|--|--|--|-----------------------|----------|
| <b>Oct.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>Nov.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>Dec.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>Jan.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>Feb.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>Mar.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>Apr.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>May</b>         |  |  |  |  |  |  |  |  |                       |          |
| <b>Jun.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>Jul.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>Aug.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>Sep.</b>        |  |  |  |  |  |  |  |  |                       |          |
| <b>Total hours</b> |  |  |  |  |  |  |  |  |                       |          |

**PROJECT FINANCIAL STATEMENT**

|               | <b>Income or Value Added</b> | <b>Expenses</b> | <b>Profit/Loss</b> | <b>Comments</b> |
|---------------|------------------------------|-----------------|--------------------|-----------------|
| <b>Oct</b>    |                              |                 |                    |                 |
| <b>Nov</b>    |                              |                 |                    |                 |
| <b>Dec</b>    |                              |                 |                    |                 |
| <b>Jan</b>    |                              |                 |                    |                 |
| <b>Feb</b>    |                              |                 |                    |                 |
| <b>March</b>  |                              |                 |                    |                 |
| <b>April</b>  |                              |                 |                    |                 |
| <b>May</b>    |                              |                 |                    |                 |
| <b>June</b>   |                              |                 |                    |                 |
| <b>July</b>   |                              |                 |                    |                 |
| <b>August</b> |                              |                 |                    |                 |
| <b>Sept</b>   |                              |                 |                    |                 |
| <b>TOTAL</b>  |                              |                 |                    |                 |

**YEARLY REVIEW**

List new skills you learned this year.

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What challenges did you encounter in your project? How did you resolve them?

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How will you use what you learned? \_\_\_\_\_

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\_\_\_\_\_

Review your financial summary. What did you learn? Would you do anything differently? What advice would you give to another 4-H'er in this project?

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**Attach one or two selected photographs or news articles. (optional)**