

4-H Club Historian/Reporter Book Score Card

Member Name _____ Club _____

Circle the number of points earned for each of the following categories. Total the points at the end to determine which book has the highest score.

3 points = Excels – Detailed, easy to understand, complete

2 points = Meets Basic Requirements - Complete with basic information

1 point = Room for Improvement - Content is vague, unclear, or incomplete

0 points = Category was not included at all

	Excels	Meets Basic Requirements	Room for Improvement	Not Included
Reporter's/Historian's picture, name, club, city <i>Comments:</i>	3	2	1	0
Table of contents <i>Comments:</i>	3	2	1	0
Introductory pages – pledges, motto, quotes, dedication, other <i>Comments:</i>	3	2	1	0
Meeting dates, times, & places listed <i>Comments:</i>	3	2	1	0
Club officers <i>Comments:</i>	3	2	1	0
Reporter's/Historian's personal bibliography <i>Comments:</i>	3	2	1	0
Views on being a Reporter/Historian, or any difficulty they had <i>Comments:</i>	3	2	1	0
A report of each month's meeting and activities <i>Comments:</i>	3	2	1	0
Reports of special events <i>Comments:</i>	3	2	1	0

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Clippings and pictures with captions. (May also include members of the club, even if the clipping is not a 4-H event.) Comments:	3	2	1	0
Neatness (Contents are orderly & flow; pictures & articles are trimmed; typed or nice print) Comments:	3	2	1	0
Correctness (spellings, names, dates) Comments:	3	2	1	0
Presented in an interesting format (Displays the creator's personality, catches people's attention, and makes the book enjoyable to read) Comments:	3	2	1	0

Total Points = _____/39

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