

## POULTRY PROJECT



# Record Book

For use by all Alabama 4-H Poultry Project members

Name: \_\_\_\_\_

Age as of January 1: \_\_\_\_\_ Grade: \_\_\_\_\_

4-H county: \_\_\_\_\_

4-H year: \_\_\_\_\_ Years in project: \_\_\_\_\_

Name of club in which I am completing this project:

Club leader or program coordinator's name: \_\_\_\_\_

## End of Year Signatures

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

I hereby certify that, as the exhibitor of this project, I have personally been responsible for the care of this animal, record keeping, and have completed this record book. I am aware that this record book may be on display after the poultry project final event, and thus all content will be appropriate.

Youth Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I, the parent/guardian, certify that my son/daughter has completed this project and completed this record book and will comply with all rules and regulations. I give permission for this record book to be displayed to the public and will ensure that all content is appropriate.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I verify that this member  
\_\_\_\_ is a bona fide member of this Poultry Project  
\_\_\_\_ has met the attendance requirement  
\_\_\_\_ has fulfilled all of the project requirements

4-H Leader Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Check with your local 4-H staff to determine when your record book needs to be submitted and if there are any additional guidelines or rules for completion.

**\*\*RECORDS START WITH the first 4-H Poultry Project meeting AND END WITH your local 4-H Poultry Project final event, usually the show and auction.**



4HYD-2308

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For more information, contact your county Extension office. Visit [www.aces.edu/directory](http://www.aces.edu/directory).

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## INTRODUCTION

This project record book has been created specifically for members enrolled in the 4-H Poultry 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 bird(s).

### What Is a 4-H Poultry Project?

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

### You Are Doing 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 do the following:

- organize yourself
- set reasonable goals for yourself
- demonstrate what you've learned this year from the goals you reached
- recognize what things you learned in your 4-H project this year and compare your progress and successes from year to year
- explain what you've learned
- keep track of your project costs
- gather information needed to apply for awards and scholarships
- complete applications and resumes for jobs and college
- meet requirements to participate in your county's Junior Achievement contest or the state Senior Achievement Competition, where the top-placing individual is awarded a trip to the Southern Regional Teen Leadership Conference (Senior Level 1) or the National 4-H Congress (Senior Level 2) as an official Alabama delegate

## Guidelines for the 4-H Poultry Project Record Book

Start your year by setting at least three goals for the year. These goals may include poultry 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 the previous year(s).

### 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 particular county or club may have additional requirements.

- be enrolled in 4-H through 4-H Online
- pay the fee associated with your county or region's 4-H Poultry Project
- attend 80 percent of the regular meetings
- raise a poultry flock
- attend your local poultry show or county fair
- enter other 4-H poultry or related activities
- compete your Alabama 4-H Poultry Project Record Book



## 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.

During each year in the 4-H Poultry Project, members should choose a minimum of three goals to pursue. Choices are listed in the appendix starting on page 25. 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 below.

My Goals This Year	What I Need to Do to Reach This Goal
Example: I will learn how to give a public presentation.	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.

### 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 ability:

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

The start of the 4-H year is a good time to take an inventory of what you have for your project. For the 4-H Poultry Project, you will need to list all the poultry you own at the beginning of the project. You may also wish to do an inventory of all the equipment and supplies you own at the beginning of the year.

### Coops, Equipment, and Supplies Inventory—Start of Project Year

List in the appropriate sections all the equipment and supplies you own at the start of the 4-H year. Include a description of the item. If you own a lot of equipment and supplies, you do not have to record each one, i.e., list five water buckets instead of listing each water bucket separately. If the cost is not known, estimate the value. When you purchase new equipment and supplies, list these items in the (E1) Equipment Expenses section on page 10.

Item	Year Acquired	Description	Cost (If Purchased)	Value
Example: 5 waterers	2015	1-gallon waterers	\$25.00	\$25.00
Total value of equipment and supplies (Add all values of equipment and supplies, and put this number in box at right.)				



## Flock Record—Bird/Poultry Inventory

For each bird/poultry in your flock at the start of the project year, list its breed, date of purchase, how many birds are left in the flock, and value (this may be the purchase price or appraised value). If you purchased the bird(s), the cost of the bird(s) should be included under (E4) Other Expenses on page 12. Also indicate whether any of the animals were sold, traded, or died during the 4-H year. If you sold a bird, record the sale under (I) Income on page 13. At the end of the year, you will have a complete list of the animals you owned during the year.

Breed	Flock Purpose	# of Cocks	# of Hens	Birth Date/ Age	Date of Purchase	How Birds Left Flock and Date	Value	
							Project Start	Project End
Example: Rhode Island	Eggs	1	5	02/06/14	03/15/15	---	\$12.50	\$100.00
Quail	Game	14	21	02/27/14	Gift 04/06/16	Died (12/03/16)	\$52.50	\$157.50
Total value of birds (Add all values of birds and put these numbers in boxes at right.)								

\*If the bird(s) was a gift or born in your flock, estimate the value.

\*If the bird(s) was given away or traded, estimate the value.

## 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:

- what I did in this project this year
- animal care and management
- project finances
- other clubs and projects

## What I Did in This Project 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
- special meetings and clinics
- community service
- public speaking
- field trips
- county 4-H fair
- awards or recognition earned
- shows and competitions—Competition is an optional part of any 4-H project.

Poultry shows are an option that you might enjoy. If you choose to compete in shows, you should keep records of the results. Two possible methods of recording show results are as follows:

A. Copy the following page and use a different page to record the show record for each individual bird/flock.

B. Copy the following page and use a different page to record all the information about all the bird/flock entered in each show.

Name of Event/ Activity	Date and Location	What I Did	Level (club, county, state, national)	Award or Recognition Earned
Example: Mandatory meeting	9/1/2016 Somewhere, Alabama	Attended new Poultry Project meeting. Explained show and showmanship to new members.	Club	none
Example: Went to a local poultry show	12/15/18 Anniston, Alabama	Participated in the show and Regional 4-H Avian Bowl Meet	State	1st with my Avian Bowl Team

(You may add more copies of this page if necessary.)



## Project Communications

All project communications listed should be about the 4-H Poultry Project only.

Date	Type of Communication (speech, demonstration, newsletter, newspaper article, radio, YouTube video, local cable/TV show)	Title	Location (school, club, city, county, regional, state, national)

## Animal Care and 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 daily, weekly, monthly, and yearly. Be as specific as possible.

Do not forget to list the following:

- feeding and watering practices
- preventing disease (biosecurity, proper ventilation, reducing bird contacts)
- cleaning coops/cages and food and water containers
- removing manure
- checking and repairing as needed: coops, cages, brooders

What I Do for My Project Animal	
Daily	
Weekly	
Monthly	
Yearly	

# Project Finances

You spent money on your 4-H Poultry Project this year. This section will help you add up what it cost to complete your project.

## (E) Expenses

This section is where you can keep track of what you purchased, veterinarian and medical supplies, and the other materials, supplies, and equipment you purchased or used for your project and what it cost to use. You may add more copies of these pages if necessary.

Expenses are divided into four categories (E1, E2, E3, and E4):

- (E1) Equipment expenses (including hardware for repair of pens)
- (E2) Feed expenses (Remember the cost of feed = number of pounds of feed x price per pound. Also, when homegrown feeds are used, list feed cost at market value.)
- (E3) Health/medical expenses (including veterinary and medicine)
- (E4) Other expenses (such as purchasing animals, breeding charges, shows, transportation)

(E1) Equipment Expenses		
Date	Description of Expense (include quantities)	Cost (\$)
Example: 12/15/99	Example: 1 chicken feeder	\$25.00
(E1) Total	(Add up all expenses from above and put the number in the box to the right.)	

(You may add more copies of this page if necessary.)



(E2) Monthly Feed Record Worksheet (Add additional pages if needed)										
Feed Types									Monthly Pounds	Total Cost
	Pounds	Cost	Pounds	Cost	Pounds	Cost	Pounds	Cost		
SEPT										
OCT										
NOV										
DEC										
JAN										
FEB										
MARCH										
APRIL										
MAY										
JUNE										
JULY										
AUG										
TOTALS										
Note: Record feed as it is fed to your animal.										Total Feed Cost

\*Type of feed should be expressed in pounds and include grains, supplements, mixes, hay, silage, etc.

<b>(E3) Health/Medical Expenses (include veterinarian and medicine)</b>		
<b>Date</b>	<b>Description of Expense (include quantities)</b>	<b>Cost (\$)</b>
Example: 07/16/16	Pullorum-Typhoid Test	\$15.00
(E3) Total	(Add up all expenses from above and put the number in the box to the right.)	

<b>(E4) Other Expenses (such as purchasing chicks, shows, and transportation)</b>		
<b>Date</b>	<b>Description of Expense (include quantities)</b>	<b>Cost (\$)</b>
Example: 03/15/16	Fair entry fee for 8 chickens	\$24.00
(E4) Total	(Add up all expenses from above and put the number in the box to the 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 composted manure, feather sales, or paid speaking engagements. It is possible that your project had no income. If so, enter "None" under description and "0" under "Total Income." Remember, if products were consumed at home, list what you would have paid for them in the local store, or what you would have received in cash if you sold the product.

(I) Income		
Date	Description of Income (include quantities)	Cost (\$)
Example: 9/1/16	Sold 2 hens	\$20.00
10/25/16	Sold 20 dozen eggs	\$80.00
Total Income (Add up all income from above and put the number in the box to the right.)		



Show Record

Record the date and name of any shows attended, placing out of the number of entries in the class, and any premium money earned.

Show Record				
Date	Show	Class	Placing	Premiums Won
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
			_____ out of _____	
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			_____ out of _____	
			_____ out of _____	
Total Premiums Won				

## (N) Net Project Cost or Profit

If your project earned more than it cost, then your project made a profit. Don't worry if your project did not make money! 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.

More likely, you spent more on your 4-H project than you earned from it. Therefore, "expenses" minus "income" is the total (or "net") cost of your project.

Total Expenses (include value of equipment and project animals)	
Total Equipment Expenses (E1—page 10)	\$
Total Feed Expenses (E2—page 11)	\$
Total Healthy/Medical Expenses (E3—page 12)	\$
Total Other Expenses (E4—page 12)	\$
<b>Total Expenses</b> (Add up all expenses and put the number in box to the right.)	<b>\$</b>

Net Project Cost or Profit	
Total Expenses (from above)	\$
Total Income (I—page 13)	\$
<b>Net Project Cost or Profit</b> (Subtract total income from total expenses.)	<b>\$</b>

## Other Poultry Projects

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

Project or Event Name (e.g., Avian Bowl, Golden Egg Contest, Poultry Judging Contest, Poultry Que, Egg Cookery, and Meat Pen)	Dates





Flock Production Record						
Month	Egg Production		Eggs Marketed and/or Used at Home		Poultry Marketed and/or Kept at Home	
	Number of Birds	Total Number of Eggs Produced	Number of Eggs Sold	Number of Eggs Used in Home	Number of Birds Sold	Number of Birds Kept at Home
JAN						
FEB						
MARCH						
APRIL						
MAY						
JUNE						
JULY						
AUG						
SEPT						
OCT						
NOV						
DEC						
TOTALS						

Incubation Record						
Date Eggs Set	Number of Eggs Set	Expected Hatch Date	Date Eggs Hatched	Number of Eggs Hatched	Number of Chicks Kept	Number of Chicks Sold

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 include them below.

My Goals for This Year	How Well Was Each Goal Met?
Example: I will learn how to give a public presentation.	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!



## 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 4-H Poultry Project.

### Personal Skills

- ☐ to set goals for myself
- ☐ how to organize myself
- ☐ how to finish something I started
- ☐ how to pay attention to instructions
- ☐ to feel good about myself
- ☐ knowledge of my project
- ☐ to be proud of my accomplishments
- ☐ to make something with my hands
- ☐ to follow directions
- ☐ to try something new
- ☐ to accept change
- ☐ how to keep records of important information in my project
- ☐ to take responsibility for my own words and actions
- ☐ what is important to me
- ☐ what I am interested in
- ☐ how to get more information about something I am interested in
- ☐ how to satisfy my curiosity about a new subject
- ☐ to deal with winning and losing gracefully
- ☐ how to be careful and practice safety
- ☐ to explore a career interest
- ☐ how to make wise choices and decisions
- ☐ new words and how to use them
- ☐ how different things relate to each other
- ☐ to keep track of finances

### Working with Other People

- ☐ how to listen to other people
- ☐ how to lead others
- ☐ how to solve problems
- ☐ how to participate in a meeting
- ☐ how to work with adults
- ☐ how to give a public presentation
- ☐ to feel comfortable speaking in front of a group
- ☐ how to help others succeed
- ☐ to understand my strengths and weaknesses
- ☐ to make new friends
- ☐ how to get along with other kids
- ☐ to accept people who are different from me
- ☐ how to work on a committee
- ☐ how to work with the club to complete a community service project
- ☐ how to give the 4-H Pledge
- ☐ how to work with other kids
- ☐ to respect someone else's feelings

Feel free to add any other items not listed above in the space below.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## Feed Tag Information

Please attach a tag or label from one feed bag being used for your 4-H Poultry Project. If a homemade mix is used, please describe the mix below.

1. What is the main ingredient of this feed?
2. How much of this product do you feed daily to your poultry flock?
3. Describe your homemade feed mix in detail.



Place Feed Tag Here

## The Three Most Important Things I Learned

Even if you learned a lot of different things in 4-H, think of what was most important for you. Then, list the three most important things you learned in the 4-H Poultry Project. For example, I learned how to bathe a bird, or I learned to work with a team for the Poultry Judging Contest.

The Three Most Important Things I Learned	
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 you tell your story better. Don't forget to label them with captions if you do.



## My 4-H Story (continued)

(Continue 4-H story on next page.)

## My 4-H Story (continued)

(Continue 4-H story on next page.)



## My 4-H Story (continued)

(Continue 4-H story on next page.)

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. Please refer to the list of skills on pages 25 and 26 to help you plan your goals for next year.

My Goals for Next Year	What I Need to Do to Reach This Goal



## Appendix

The appendix contains the following:

- Avian Knowledge and Skills
- Personal Development Activities
- Examples of Keeping Show Records
- Bird/Flock Breeding Records

### Avian Knowledge and Skills

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

#### Beginning Skills

Item #	Avian Knowledge or Skill
P-1	Identify breeds of poultry.
P-2	Select a breed/variety for your project animal.
P-3	Understand 4-H poultry records.
P-4	Identify at least twenty poultry body parts.
P-5	Identify flock management problems, stress factors, and direct factors causing disease.
P-6	Identify equipment needed to raise a bird(s)/poultry.
P-7	Design a brooding arrangement.
P-8	Bathe a bird.
P-9	Demonstrate one or more poultry showmanship techniques.
P-10	Train a bird for a poultry show.
P-11	Show your bird(s).
P-12	Organize a mini poultry showmanship contest.
P-13	Identify criteria for a healthy bird.
P-14	Learn at least three common poultry diseases.
P-15	Identify at least six types of combs.
P-16	Identify parts and functions of eggs.
P-17	Learn how to safely remove and return a bird from a cage.
P-18	Participate in a 4-H Avian Bowl team.

#### Intermediate Skills

Item #	Avian Knowledge or Skill
P-19	Make an inexpensive candler.
P-20	Grade eggs.
P-21	Label the parts of a bird's digestive system and give one function for each part.
P-22	Describe the differences between two pullets.
P-23	Recognize healthy and unhealthy birds.
P-24	Identify parts and functions of a bird's skeleton.
P-25	Identify sources of nutrients.
P-26	Observe pecking order of flock.
P-27	Help others learn poultry management practices.
P-28	Identify poultry parasites.
P-29	Participate in a cooking competition with an egg dish.
P-30	Stock a poultry first aid kit.
P-31	Administer medication to poultry.
P-32	Control poultry parasites.
P-33	Investigate poultry careers and/or poultry associations.
P-34	Participate in a 4-H Poultry Judging Contest.
P-35	Participate in the 4-H Golden Egg Contest.

## Advanced Skills

Item #	Avian Knowledge or Skill
--------	--------------------------

- |      |   |
|------|---|
| P-36 | Use the American Poultry Association Standard of Perfection to match cocks to hens in a breeding project. |
| P-37 | Control rodents and predators.  |
| P-38 | Outline a flock health program.   |
| P-39 | Figure inheritance of comb type.  |
| P-40 | Set up an Avian Bowl contest.   |
| P-41 | Create a video presentation.  |
| P-42 | Plan and conduct a poultry judging clinic for at least 10 people.   |
| P-43 | Outline a plan for managing a small laying flock.   |
| P-44 | Organize and conduct Poultry Cacklegories Game.   |
| P-45 | Make a web of possible poultry careers and divide into categories.  |
| P-46 | Shadow someone in a poultry-related career.   |

If the above skills 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 4-H Avian Bowl, Chicken Que, Poultry Judging Contest, Golden Egg Contest, or Egg Cookery. |
| PD-2  | Participate in a community pride project celebrating 4-H poultry.  |
| PD-3  | Help prepare a display or booth relating to 4-H Poultry Project.   |
| 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 Chick Chain, meat pen, or poultry 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 4-H poultry.   |
| PD-13 | Serve as a chairperson of a club committee.  |
| PD-14 | Arrange for a speaker to talk to your 4-H Poultry Project group.   |
| PD-15 | Make arrangements for your 4-H Poultry Project to go on a field trip.                                    |
| PD-16 | Attend the National 4-H Poultry and Egg Conference.  |
| PD-17 | Attend National 4-H Youth Congress.  |
| PD-18 | Attend National 4-H Conference.  |
| PD-19 | Explore careers related to poultry.  |
| PD-20 | Assist a younger member in preparing a public presentation.  |
| PD-21 | Assist a younger member at a 4-H Chick Chain, meat pen or poultry show.                                  |

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

## Record Book Scorecard

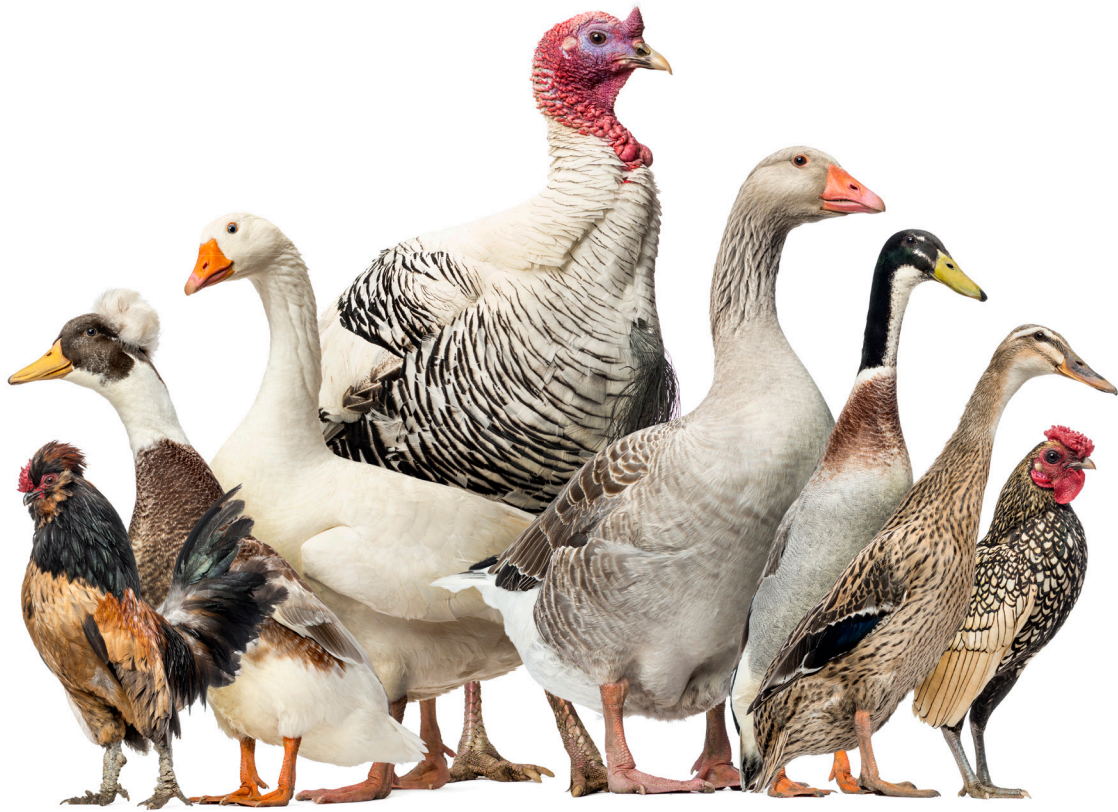
4-H Members: Please leave this page blank.

The person(s) judging your book will complete the scorecard.

	Highest Score	Committee Score
<b>Project Record Book</b>		
Are all appropriate signatures obtained in the record book?	5	
Are plans clearly stated?	5	
Are records up-to-date, complete, and neat?	5	
Are all sections answered satisfactorily?	10	
Are project experiences described adequately in member's story?	5	
Does the member have knowledge of the birds' feed and care requirements?	5	
Does the member participate in a variety of poultry activities?	10	
Subtotal	45	
<b>Performance of Member</b>		
Did member do what was planned to meet goals?	5	
Did the member care for his or her birds when possible?	5	
Did the member attend meetings regularly?	5	
Did the member complete the activities recommended for project completion?	10	
Subtotal	25	
<b>Project Exhibit</b>		
Bird, poster, photographs, educational display, or speech	5	
Do the birds show evidence of proper care and handling?	10	
Has the member provided the birds with adequate fresh air, feed, water, cleanliness, health care, and housing?	5	
Has the member implemented and demonstrated good biosecurity measures?	10	
Subtotal	30	
<b>Total</b>	<b>100</b>	

Scoring: 90–100 Blue, 75–89 Red, 74 or below White

**Judges' Comments:**



**extension**  
ALABAMA A&M & AUBURN UNIVERSITIES