

# Record Book Evaluation - Judging Process and Required Criteria

## Organization and Appearance Evaluation

All record books will be judged for Organization and Appearance. Points for ratings and criteria are as follows:

	Gold	Silver	Bronze
Clover Kids	4-5 pts.	2-3 pts.	1 pt.
Jr., Int., Sr.	10-12 pts.	7-9 pts.	4-6 pts.

### Clover Kids Evaluation Criteria:

- Cover Page
- Yearly Summary
- Support materials – pictures, clippings, worksheets, write-ups
- At least one Project Summary is completed
- Record book is in proper order
- May include Award Request Form if wishing to be considered for a Project Area Certificate\*

### Junior, Intermediate, and Senior Evaluation Criteria:

- Cover Page
- Expected Standards Form
- Yearly Summary with full/general details
- Records include at least one Project Summary that matches with Yearly Summary and project tab area
- Support materials – pictures, clippings, worksheets, write-ups
- Grammar/spelling/neatness
- Record book is in proper order
- Extra Project Summary beyond the one minimum requirement
- May include Award Request Form if wishing to be considered for a Project Area Certificate\*

\* Record books are eligible for a **Project Area Certificate** for each completed Project Summary if they have earned a **gold rating** in Organization and Appearance **AND** contain a completed *Award Request Form*. If eligible, record books will then be judged in Project Evaluation (see below).

Record books that earn a bronze or silver rating (with or without a completed Award Request Form), or gold rating (without a completed Award Request Form) will receive a **Record Book Completion Certificate** for each completed Project Summary.

## Project Evaluation

For each Project Summary, record books will receive a **Project Area Certificate** if they have earned the maximum points in Project Evaluation in respective age division AND received a gold rating in Organization and Appearance. If maximum points are not achieved, record books will receive a Record Book Completion Certificate for each Project Summary. Points and criteria are as follows:

Clover Kids	Junior	Intermediate	Senior
5-6 pts.	4-5 pts.	5-6 pts.	6-7 pts.

### Clover Kids Evaluation Criteria:

- Completed Award Request Form AND earned a gold rating in Organization and Appearance
- Explains goals and what they would like to learn or do
- List the steps/process
- What favorite part was and why
- What was learned and future goals for the following year
- Support material – pictures, clippings, worksheets, write-ups

### Junior, Intermediate, and Senior Evaluation Criteria:

- Completed Award Request Form AND earned a gold rating in Organization and Appearance
- Goals are clearly defined and records include a plan of how to reach each goal
- Records show growth and learning in project area
- Records include reflection/evaluation outcome of goal(s)
- Evidence of citizenship/community service, leadership, and communications
- Support material – pictures, clippings, worksheets, write-ups