IRCYLH Record Book Rubric

Page/Category	Complete	Minor Errors	Major Errors	Unacceptable
Front Page and Cover	**3 points** All cover information is filled out and is correct	**2 points** Missing one piece of information	**1 point** Missing 2-3 pieces of information	**0 points** Missing 4 or more pieces of information
Skills Learned List	**3 points** List checked off appropriately and neatly.			**0 points** List left blank.
Project Story	**15-11 points** Project Story is neatly written, overall uses proper grammar, sentence structure is varied, shows project understanding, growth, goal reflection, uses the outline, and length is appropriate to age.	**10-6 points** Story has minor grammatical errors that are not distracting to reading, shows project growth, understanding, reflection and uses the outline. Appropriate length based on age.	**5-1 points** Major grammatical errors effecting readability, inappropriate length for age. Story still indicates growth, understanding, and reflection. Attempted to use outline.	**0 points** Story does not show growth, project understanding, or goal reflection. Does not show attempt to follow outline, reflects little effort for age appropriateness.
County Report Form	**8-7 points** Questions answered in complete sentences, answers reflect appropriate insight, and club involvement is adequately communicated. No major errors in grammar.	**6-3** Questions answered in complete sentences, but 1 of the following occurs: answers do not reflect appropriate insight, or club involvement is not adequately communicated, or there are multiple errors in grammar.	**2-1 points** Questions answered in complete sentences, but more than one of the following occurs: answers do not reflect appropriate insight, or club involvement is not adequately communicated, or there are gross errors in	**0 points** Questions are not answered with complete sentences.
Club Activity Photos	**4 points** Minimum of three pictures. Photos are captioned, show club involvement, and are in chronological order.	**3-2 points** Minimum photo requirement met. Photos are captioned, but DO NOT show club involvement, are not in order, OR all photos are not labeled.	**1 point** Minimum photo requirement met. Photos not adequately captioned, do not show club involvement, and are not in chronological order.	**0 points** Less than required number of photos, photos do not have captions, photos do not show club involvement.
Project Pictures	**4 points** Minimum of five pictures (three for citrus) but not more than three front-to-back pages. Photos are captioned, show project progress, and are in chronological order.	**3-2 points** Minimum photo and maximum page requirement met. Photos are captioned, but DO NOT show project progress, are not in order, OR up to 4 photos are not labeled.	**1 point** Minimum photo and maximum page requirement met. Photos not adequately captioned, do not show project progress, and are not in chronological order.	**0 points** Less than required number of photos, photos do not have captions, photos do not show project progress.

Youth Project Agreement	NO Points (0) All Signatures (3) Required with Proper Date (Date on or before project start date).	1 Point Deduction (-1) Missing 1 component	2 Point Deduction (-2) Misssing 2 components.	3 Point Deduction (-3) Missing 3 components
Project/Equipment Inventory (Excluding Horticulture)	**10-8 points** All appropriate items, quantity, and value listed, dates included and depreciation considered.	**7-5 points** Missing 1-2 major items, missing 1-2 values, quantities, dates, or calculation errors.	**4-1 points** Missing 3-4 major items, missing 3-4 values, quantities, or dates (sr), failure to include depreciation (sr), or calculation errors	**0 points** 5 or more missing pieces of information, or failure to complete the page
Animal Inventory (ONLY Rabbit, Market Rabbit, Cavy, Beef Breeding, Goat)	**10 points** Includes all animals owned at start and end of project, including values, totals, etc. for each project, or includes N/A notation. Sold or deceased animals are recorded.	**9-5 points** 1-2 minor errors, including missing values, forgetting to include sold/died indications, totals, or calculation errors (each missing piece is one error).	**4-1 points** 3-4 errors, including missing values, forgetting to include sold/died indication, totals, or calculation errors (each missing piece is one error).	**0 points** Five or more errors, or failure to indicate N/A where appropriate.
Breeding Supplement (ONLY Rabbit, Market Rabbit, Cavy, Beef Breeding)	**5 points** All project animals accounted for and supplement is up-to-date (At minimum, animal name and all appropriate N/A's are included).	**4-3 points** 1-2 minor errors	**2-1 points** 3-4 errors	**0 points** Page not included or record is not complete with 5 or more errors
Health and Health Expense Record (Excluding Horticulture and Poultry)	**10-8 points** Reasonable health treatments listed with all information filled out completely	**7-5 points** Missing 1-2 information including dates, animals, descriptions, treatment methods, expiration dates, person giving, withdrawal times, or dates. Vet information included.	**4-1 points** Missing 3-4 information including dates, animals, descriptions, treatment methods, expiration dates, person giving, withdrawal times and missing vet information.	**0 points** Missing 5 or more pieces of information or no health records listed.
Feed Expense Record (Fertilization Record for Citrus)	**10-9 points** Realistic expenses listed, includes all dates, items, paid to, amounts, costs, totals, and each project is labeled.	**8-5 points** 1-2 obvious expenses missing, or 1-2 missing dates, items, paid to, amounts, costs, project labels, totals or calculation errors.	**4-1 points** 3-4 obvious expenses missing, or 3-4 missing dates, items, amounts, costs, project labels, totals, or calculation errors.	**0 points** 5 or more missing pieces of information, or no expenses listed

Other Expense Record	5 points Realistic expenses listed, all dates, item labels, paid to's, costs, project labels and totals listed.	4-3 points Missing one obvious expense, 1-2 missing dates, item labels, paid to's, costs, project labels, totals or calculation errors.	2-1 points Missing 2 obvious expenses, 3-4 missing dates, item labels, paid to's, costs, project labels, totals or calculation errors.	0 points 3 obvious missing expenses or 5 or more missing pieces of information or no expenses listed.
Income Record (Excluding Horticulture)	8 points Appropriate small animal or livestock sales and/or show premiums, projects are labeled and columns totaled correctly.	7-5 points Missing one source of legitimate income, or 1-2 pieces of information missing including dates, totals, or calculation errors.	4-1 points Missing two sources of legitimate income, or 3-4 pieces of missing information including dates, totals, or calculation errors.	0 points Missing 3 or more sources of income, 5 or more missing pieces of information, or no information listed.
Financial Summary	10-8 points All appropriate figures are included, projects are labeled and calculations are correct.	7-5 points Errors including missing information, figures, or calculation errors.	4-1 points 3-4 errors including missing information, figures, and/or calculation errors.	0 points 5 or more errors or page not adequately up-to-date.
Questionnaires (Poultry, Citrus, Beef Breeding) (Including animal part labels for Steer and Swine)	10-8 points Questions answered in complete sentences and no major errors in grammar (where appropriate), 95%+ questions answered and/or labeled correctly.	7-5 points Questions answered in complete sentences, minor errors in grammar (where appropriate), 85-94% questions answered and/or labeled correctly.	4-1 points Questions answered in complete sentences, minor errors in grammar (where appropriate), 75-84% questions answered and/or labeled correctly.	0 points Questions not answered in complete sentence (where appropriate), less than 75% questions answered and/or labeled correctly.
Project Completion Certificate	3 points All Signatures and Dates	2 points Missing 1 Signature or date	1 point Missing 2 Signatures or dates	0 points Missing 3 or more signatures or dates
Appearance	5-3 points Clean, easy to read, organized and kept in a binder and/or cover.	2 points Clean, slightly hard to read, kept in a binder or a cover	1 point Sloppy and NOT in a binder or cover	0 points Sloppy, unorganized, not readable, and not in a cover or binder.

IRCYLH Record Book Score Sheet

Member Name:_____**Project:**_____

JR._____   **Int.**_____   **Sr.**_____

Page/Category	Point	Comments
Front/Cover	/3	
Skills Learned List	/3	
Project Story	/15	
County Report Form	/8	
Club Activity Photos	/4	
Project Pictures	/4	
Youth Project Agreement	/0	
Project/Equipment Inventory	/10	
Animal Inventory	/10	

Breeding Supplement (ONLY Rabbit, Cavy, Beef Breeding)	/5		**Horticulture**	**/80**
Health and Health Expense Record (Excluding Horticulture and Poultry)	/10		**Poultry**	**/98**
Feed Expense Record	/10		**Goat**	**/108**
Other Expense Record	/5		**Swine**	**/108**
Income Record (Excluding Horticulture)	/8		**Steer**	**/108**
Financial Summary	/10		**Rabbit**	**/118**
Questionnaires (Poultry, Citrus, Beef Breeding)	/10		**Market Rabbit**	**/118**
Project Completion	/3		**Cavy**	**/118**
Appearance	/5		**Beef Breeding**	**/128**

IF copies of (3) buyers letters are not attached/included, record book is subject to an automatic 10 point deduction, as per rule 16 of the 2017-18 General Rule handbook.

Record Book scrores are given as a percent total.