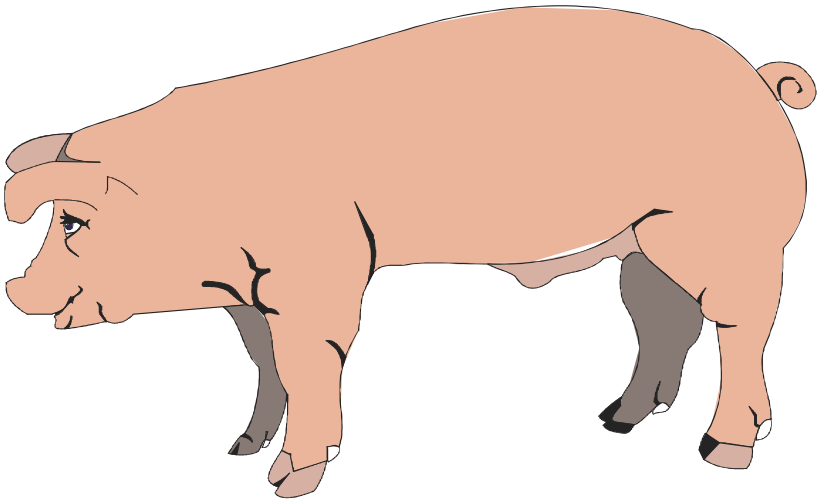
RUTGERS
New Jersey Agricultural Experiment Station

4H264

My 4-H Swine Project Record Book



For use by New Jersey 4-H swine project members

Member name: _____ Birth date: ____/____/____

Address: _____ Grade: _____

Phone #: _____

4-H County: _____ Years in Project: _____

Name of club: _____ 4-H Year: _____

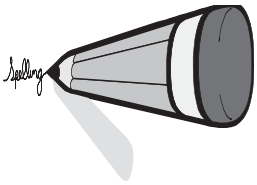
Club leader's name: _____

End of year signatures

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

By signing below, I am stating that I have completed this record book myself and, to the best of my knowledge, the information included in it is correct.

4-H member Signature	**Date**



By signing below, I am stating that I am familiar with this work and, to the best of my knowledge, the member completed this record book and the information included in it is correct.

Title	**Signature**	**Date**
Parent		
4-H club leader		

Protected Under 18 U.S.C. 707

Written by Chad Ripberger, Mercer County 4-H Agent; Annette Devitt, Salem County 4-H Agent; Keith G. Diem, Ph.D., Program Leader in Educational Design.

Based on "My 4-H Record Book," by Keith G. Diem, Ph.D., Program Leader in Educational Design.

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(This publication is available for downloading)



Introduction

This project record book has been created specifically for members enrolled in the 4-H Swine 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 pigs.

What is a 4-H 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 a pig. You learn about your project from attending club meetings and educational workshops, and working with adult leaders and other 4-H members. You can also learn from field trips and camps, by participating in shows and competitions, as well as through your family and self study.

Why complete 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 organize yourself
- Learn how to set reasonable goals for yourself
- Appreciate 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 costs of your project
- Gather information needed to apply for awards and scholarships
- Complete applications and resumes for jobs and college
- Meet requirements to participate in some county, state, or national 4-H events

Guidelines for the 4-H Swine Project Record Book

One record book can be completed for all your project animals. You start your record book at the beginning of the 4-H year and keep all your expenses and receipts during the year. It is important to keep your record book up-to-date monthly. Keep your book neat and complete.



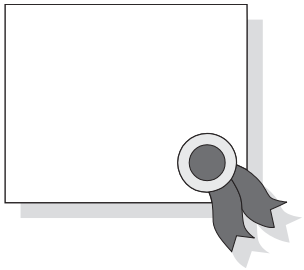
Start your year by setting at least three goals for the year. These goals may include "Swine Knowledge and Skills" or "Personal Development Activities." To expand your horizons, each year in the project, try to accomplish new skills, or skills you did not accomplish in previous year(s).

The record book has been three hole punched so that it may be easily kept in a three ring binder. With each new project year, add your new record book to the binder. It is recommended that you save your record books from previous years in your binder. That way, you can easily compare your progress and achievements throughout the years. It will also help you when you apply for awards, jobs, college, etc.

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 club may have additional requirements.

- Attend at least 70 percent of regular club meetings and/or activities.
- Complete a 4-H project, doing one's own work with minimal assistance from parents or others, including being responsible for the physical care and training of the animal(s) to the fullest extent.
- Give a club or county 4-H public presentation.
- Complete a project record book (like this one).



How this record book is organized

Besides this introduction, this record book is organized into five main sections:



- Starting Out - My goals for the 4-H year - page 5
- Along the Way - Keeping track of what I do - page 8
- Looking Back - What I learned this year - page 17
- Thinking Ahead - My goals for next year - page 21
- Appendix (including project goals and optional forms) - page 22

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. Talk to your leader and parents to decide what goals are realistic to try and possible to finish this year.

During each year in the 4-H Swine project, members should choose a minimum of three goals to pursue. Choices are listed in the Appendix starting on page 22. 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 on the next page.

My goals for 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

Barn Equipment and Supplies Inventory - Start of Project Year

List in the appropriate sections all the equipment and supplies you own at the beginning 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. Something to think about. An up-to-date Barn Equipment and Supplies Inventory will be very useful if equipment is lost, destroyed, or stolen! When you purchase new equipment and supplies, list these items on this form and in the ***(E1) Equipment Expenses*** section on page 11.

Item	**Year Acquired**	**Description**	**Cost (If Purchased)**	**Value**
Example: 5 water buckets	*1998*	*1 gallon water buckets*	*$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.)				

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

Herd Record – Swine Inventory

For the Swine project, you will need to keep track of hogs in your herd. This includes pigs you own or lease at the beginning of the year and any hogs during the year. For each hog, list it's name, ear notch number or registration number (if registered), birth date, sex (the usual abbreviations are S=sow, BA=Barrow, G=Gilt, BO= boar), breed, sire, dam, date aquired, how the animal left the herd and date, and value at the start and end of the project year (this may be the purchase price or appraised value). If you have a large herd, you do not have to record each pig. However, you should record all pigs that are "project animals" or that you enter in any show.

Hog's Name or Ear # or Regist. #	**Birth Date**	**Sex**	**Breed**		**Date Aquired**	**How animal left herd & date**	**Value**	
							Proj. Start	**Proj. End**
Example: Bacon Ear Notch-4-2	*3/4/04*	*G*	*Hampshire*	**Sire:** *#14* **Dam:** *Miss Piggy*	*4/5/04*	*sold 8/6/04*	*$50.00*	*$200.00*
				Sire: **Dam:**				
				Sire: **Dam:**				
				Sire: **Dam:**				
				Sire: **Dam:**				
Total Value of Swine	(Add all values of pigs and put these numbers in boxes at right.)							

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

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 parts:



- What I did in this project this year
- Animal care & management
- Project finances
- Other clubs and projects

What I did in this project this 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 & clinics
- Community service
- Public Speaking
- Field trips
- County 4-H Fair
- Awards or recognition earned
- Shows & competitions - Competition is an optional part of any 4-H project. If you choose to compete in shows, you should keep records of the results.

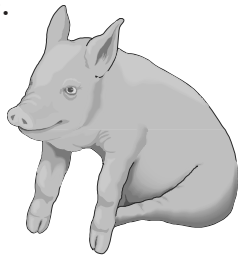
Name of event/activity	**Date & Location**	**What I did**	**Level** (Club, County, State, National)	**Award or Recognition Earned?**
Example: Club meeting	*9/1/2003 Somewhere, New Jersey*	*Attended new year-organizational meeting. Explained county fair to new members.*	*Club*	*none*
Example: Visited nursing home with the club	*12/15/2003 ABC Nursing Home, Milltown*	*I described various products from pigs*	*Club*	*Received a thank -you letter from the Center Director*
Example: Showed hogs	*7/16/04 ABC County Fair*	*I competed in class 3 & 5 and the Intermediate Showmanship Class*	*County*	*Showmanship -3rd Class 3-Ex, 4th place Class 5-Very Good*

Name of event/activity	**Date & Location**	**What I did**	**Level** (Club, County, State, National)	**Award or Recognition Earned?**

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

Animal Care & 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 on a daily, weekly, monthly, and yearly basis. Be as specific as possible.



Do not forget to list the following:

- Feeding and watering practices
- Check health
- Cleaning pens, food and water containers
- Manure removal
- Checking and repairing as needed: fencing, pens, barns, etc.
- Grooming

What I do for/with my project animal . . .
Daily
Weekly
Monthly
Yearly

Project Finances

$ It is likely that you spent money on your 4-H 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 ($)
12/15/03	*Example: 1 automatic feeder*	*$75.00*
E1 Total	(Add up all expenses from above and put number in box at right.)	

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

(E2) Feed Expenses

If you want to calculate Feed Expenses for individual project animals, use the Market Animal Record: Weight Gain and Feed Records form on page 19.

Date	**Description of expense**			**Cost ($)**
	Amount	**Ingredients**	**% Protien**	
4/11/04	*Example: 150 lbs. feed*	*corn, soybean meal, dried milk, Aureomycin*	*18%*	*$27.00*
E2 Total	(Add up all expenses from above and put number in box at right.)			

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

(E3) Health/Medical expenses (including veterinarian & medicine)

Date	Description of expense (include quantities)	Cost ($)
6/25/04	*Example: Veterinarian visit for Certificate of Veterinary Inspection*	*$55.00*
E3 Total	(Add up all expenses from above and put number in box at right.)	

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

(E4) Other Expenses (such as purchasing animals, breeding charges, shows, transportation)

Date	Description of expense (include quantities)	Cost ($)
4/52004	*Example: Purchase of project hog*	*$50.00*
8/6/2004	*Example: Purchase of photo for buyer*	*$9.00*
E4 Total	(Add up all expenses from above and put number in box at right.)	

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

(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 sale of live hogs. 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.

Date	Description of income (include quantities)	Income ($)
8/6/2004	*Example: Sold pig at county fair 250 lbs at $1.50/lb.*	*$375.00*
Total Income	(Add up all income from above and put number in box at right.)	

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

(N) Net Project Cost or Profit



If your project earned more than it cost, then your project made a profit. But this is not likely so 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 (Includes value of equipment and project animals)	
Total Equipment Expenses (**E1** page 11)	$
Total Feed Expenses(**E2** page 12)	$
Total Health/Medical Expenses (**E3** page 13)	$
Total Other Expenses (**E4** page 14)	$
Total Expenses (Add up all expenses and put number in box at right.)	$

Net Project Cost or Profit	
Total Expenses (from above)	$
Total Income (**I** page 14)	$
Net Project Cost or Profit (Subtract total income from total expenses.)	$

Other clubs and projects

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

Club name	**Project(s)**

Swine Project Weight Record

An important part of the 4-H Market Swine Project is to determine the efficiency of the feed program. Completing the chart below will help you determine: the cost to feed your market animal; the average daily gain; and the cost per pound of gain. Based on this information you may chose to make changes in your feeding program. But remember that genetics also influences an animal's rate of gain. Also, remember that if an animal is not fed an adequate amount of good quality feed, then it will not develop to it's full genetic potential. If you have a large herd, you should maintain these records for your "4-H project animals."

A	Total Number of Hogs in Record	
B	Total Feed Cost (from pg. 12) - For All Animals	
C	Average Feed Cost per Animal (C = B/A)	
D	Total Swine Expenses (From Pg. 15 - For All Animals	
E	Average Total Expenses per Animal (E = D/A)	

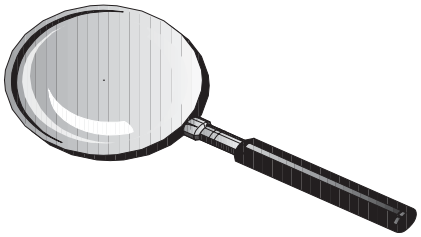
F	**G**	**H**	**I**	**J**	**K**	**L**	**M**	**N**
Ear Notch Number	**Starting Weight** (lbs.)	**Date of Starting Weight**	**Finished Weight** (lbs.)	**Date of Finished Weight**	**Weight Gained** (lbs.) **K=I-G**	**Days on Feed** **L= # of Days from H to J**	**Average Daily Gain** (lbs./day) **M=K/L**	**Cost Per Pound of Gain** ($/lb.) **N = C/K**

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 did each goal get 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 past year.

I learned or improved my ability to...

HEAD (*Independence*)

- ☐ try something new
- ☐ set goals for myself
- ☐ plan a project
- ☐ keep myself organized
- ☐ keep track of finances
- ☐ keep records of my work
- ☐ gain knowledge of my project
- ☐ get more information about something I am interested in
- ☐ use resources wisely
- ☐ participate in a business meeting
- ☐ run a business meeting
- ☐ make wise choices and decisions
- ☐ solve problems
- ☐ learn from my mistakes
- ☐ understand that it's ok to change my mind if I need to
- ☐ pay attention to instructions

HEART (*Belonging*)

- ☐ speak confidently in front of a group
- ☐ give a public presentation
- ☐ share my feelings or point of view
- ☐ make myself understood without bullying or being loud
- ☐ listen to other people
- ☐ respect someone else's feelings
- ☐ resolve differences of opinion
- ☐ appreciate my cultural heritage
- ☐ accept people who are different from me
- ☐ get along with other kids
- ☐ make others feel welcome
- ☐ stand up for others
- ☐ make new friends
- ☐ appreciate the importance of friendships in my life

My grade in school:_____

Number of years in 4-H _____

HANDS (*Generosity*)

- ☐ work with others
- ☐ work within a group
- ☐ work within a committee
- ☐ work with adults
- ☐ get past differences to reach a goal
- ☐ help others succeed
- ☐ make something with my hands
- ☐ explore a career interest
- ☐ follow directions
- ☐ lead others
- ☐ find ways to make a positive contribution to society
- ☐ understand the importance of community service
- ☐ see that my efforts can make a difference
- ☐ take the initiative to start something on my own

HEALTH (*Mastery*)

- ☐ understand my strengths and weaknesses
- ☐ finish something I started
- ☐ be proud of my accomplishments
- ☐ accept change
- ☐ see that my character can effect a situation
- ☐ take responsibility for my own words and actions
- ☐ deal with winning and losing gracefully
- ☐ be careful and practice safety
- ☐ appreciate the importance of good health
- ☐ stay healthy
- ☐ feel good about myself

Other: _____

_____

_____

_____

The three most important things I learned

Even if you learned a lot of different things in 4-H, think of what was the most important for you. Then, list the three most important things you learned in this project during the past year in the boxes below. For instance, I learned how to raise a pig, I learned that working with senior citizens is challenging but also fun, I learned to speak in front of my club without being afraid.

The three most important things I learned in this project during the past year were...
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 tell your story better. Don't forget to label them with captions if you do.

4-H is proud of what 4-H members learn and sometimes likes to use excerpts (parts) of stories 4-H'ers write in 4-H publicity. If you do not want your information shared, please let us know by checking the boxes below:

☐ Do not use my story for any 4-H publicity.

☐ If you use my story, do not credit my name.



My 4-H Story

(Continue 4-H story on next page.)

(Continue 4-H story below or attach additional pages if necessary.)

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.

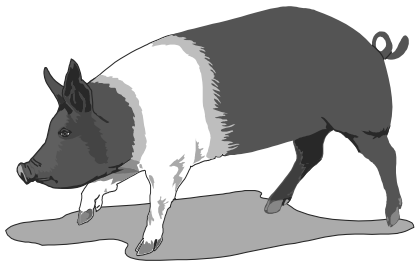
My goal for next year	What I need to do to reach this goal

(Feel free to attach additional pages to this record book if needed.)

Appendix

The Appendix contains the following parts:

- Swine Knowledge & Skills
- Personal Development Activities
- Swine Breeding Record (Optional)



Swine Knowledge & Skills

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

Item #	Swine Knowledge or Skill
Beginning Skills	
S1	Recognize swine breeds.
S2	Identify swine body parts.
S3	Judge swine and present oral reasons.
S4	Prepare a market hog budget.
S5	Design a housing plan for a swine.
S6	Understand a pig's digestive system.
S7	Learn characteristics of a healthy pig and symptoms of a sick pig.
S8	Discover pork by-products.
S9	Identify and describe pork meat cuts.
S10	Learn feed ingredients needed for proper pig nutrition.
S11	Learn to show a pig.
S12	Understand basic marketing skills for marketing swine products.
S13	Learn about careers in the swine industry.
Intermediate Skills	
S14	Learn basic baby pig management.
S15	Understand the swine reproductive cycle.
S16	Analyze and balance swine rations.
S17	Keep health records.
S18	Identify swine diseases.

S19	Prepare a show box.
S20	Learn how to prepare pork cuts.
S21	Develop a new pork product.
S22	Learn to judge pork cuts.
S23	Understand the importance of ethical behavior in raising and showing swine.
S24	Explore careers in agriculture and the swine industry.
S25	Discover the swine industry's international connections.
Advanced Skills	
S26	Use performance records to select sows for a breeding program.
S27	Select breeds for breeding systems.
S28	Judge a class of breeding gilts using performance data.
S29	Develop a plan to maintain herd health.
S30	Use the Internet to find information on swine.
S31	Create a production cycle for your swine operation.
S32	Investigate the foreign swine market.
S33	Design a workable and profitable swine unit that is accepted by your neighbors.
S34	Establish positive neighbor relations.
S35	Search for potential jobs in the swine industry.
S36	Complete a career self-analysis questionnaire.
S37	Write a resume and interview for a job.
S38	Work as a summer intern in the swine industry.

If the above skills have all been accomplished, develop some of your won. 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 a community service project (such as a food drive, community clean up, etc.).
PD-2	Participate in a community pride project (such as a parade or community day).
PD-3	Help prepare a display or booth relating to Swine or Swine activities.
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 Swine 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 an event you have participated in.
PD-13	Serve as a chairperson of a club committee.
PD-14	Arrange for a speaker to talk to your club.
PD-15	Make arrangements for your club to go on a field trip.
PD-16	Attend Citizenship Washington Focus (CWF).
PD-17	Attend National 4-H Youth Congress.
PD-18	Attend National 4-H Conference.
PD-19	Explore careers in the Swine industry.
PD-20	Assist a younger member in preparing a public presentation.
PD-21	Assist a younger member at a Swine show.

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

Swine Breeding Record (Optional)



Many project members choose to include breeding as part of their 4-H project. When you are breeding pigs, use the chart below to keep track of the sows bred and their offspring.

Sow Name or #	**Date Bred**	**Boar Name or #**	**Date Farrowed**	**# Pigs**		**Date Weaned**	**# Pigs**		**Total Litter Weight at Weaning**
				M	**F**		**M**	**F**	
Example: Miss Piggy	*10/28/03*	*14*	*3/2/04*	*4*	*6*	*4/9/04*	*4*	*5*	*200 lbs.*

The 4-H Pledge

I PLEDGE . . .
. . . my HEAD to clearer thinking,
. . . my HEART to greater loyalty,
. . . my HANDS to larger service,
. . . and my HEALTH to better living,
for my club, my community,
my country, and my world.



4-H Motto

"To Make the Best, Better"

4-H Slogan

"Learning by Doing"

Visit the NJ 4-H web site: www.nj4h.rutgers.edu
(This publication is available for downloading)

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