

4-H Horse Record Book Score Sheet Rubric

Page/Category	Complete	Minor Errors	Major Errors	Unacceptable
Cover	3 points All the 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. Failure to complete the page.
Goals (SMART in nature)	10 points Both goals are completed along with a detailed "To Do Plan". Complete sentences are used. Goals must be SMART in nature with To Do's	9-5 points One or two minor errors, or goals not written in complete sentences. Goals must still be SMART in nature with "To Do's"	4-1 points Goals written, but not SMART in nature. 3-4 minor errors, including questions not answered or missing one To Do's.	0 points No Information or 5 or more minor errors. Missing goals or both "To Do's". Failure to complete the page.
Horse Identification	3 points All information is filled out entirely and is correct. Formatting of 4HOnline printout is clean and easy to follow.	2 points Missing 1 piece of information	1 points Missing 2-3 pieces of information	0 points Missing 4 or more pieces of information. Failure to complete the page.
Levels Advancement Page <u>OR</u> Miniature Horse Supplement Page	3 points All information is filled out entirely and is correct. Each page is filled out for every horse/miniature horse stated in the record book.	2 points Missing 1 piece of information	1 points Missing 2-3 pieces of information. Missing a page for a horse/miniature horse listed in the record book.	0 points Missing 4 or more pieces of information. Failure to complete the page.
Vaccine Records	5 points All information is filled out entirely and is correct. Each page is filled out for every horse/miniature horse stated in the record book.	4-3 points Missing 1 piece of information	2-1 points Missing 2-3 pieces of information. Missing a page for a horse/miniature horse listed in the record book.	0 points Missing 4 or more pieces of information. Failure to complete the page.
Horse Health Record	10 points All information is filled out entirely and is correct. Record N/A where applicable. Recorded cost of health care in Expenses Record. Vet information included.	9-5 points Missing 1 piece of information	4-1 points Missing 2-3 pieces of information.	0 points Missing 4 or more pieces of information. Failure to complete the page.
Equipment/Supplies Inventory	5 points Complete list with items, quantity, and value filled out. If applicable Sold Value is listed.	4-3 points Missing one or two major items, missing 1-2 values, quantities, dates or calculation errors.	2-1 points Missing 3-4 major items such as values, quantities, dates or calculation errors.	0 points 5 or more missing pieces of information, or failure to complete the page.

Expense Record	10 points Complete list with date, item description, and cost of item in the correct column.	9-5 points Missing one or two major items, missing 1-2 values, dates, item description, cost of item in correct column or calculation errors.	4-1 points Missing 3-4 major items or values, dates, or item description, cost of item in correct column or calculation errors.	0 points 5 or more missing pieces of information, or failure to complete the page.
Income Record	10 points Complete list with date, item description, and amount in the correct column.	9-5 points Missing one or two major items, missing 1-2 values, dates, item description, amount in correct column or calculation errors.	4-1 points Missing 3-4 values, dates, or item description, amount in correct column or calculation errors.	0 points 5 or more missing pieces of information, or failure to complete the page.
4-H Horse Event & Activity Record	5 points Complete list with date, event/activity, level and significant accomplishment/items learned.	4-3 points Missing one or two major items, missing date, event/activity, level and significant accomplishment/items learned.	2-1 points Missing 3-4 major items such as event/activity, level and significant accomplishment/items learned.	0 points 5 or more missing pieces of information, or failure to complete the page.
Involvement Record	5 points At least one activity listed in each category and all questions answered, or N/A if doesn't apply	4-3 points Missing one category of activity with no N/A listed or 1-2 questions not answered	2-1 points Missing two categories of activities with no N/A listed or 3- 4 questions not answered	0 points Missing 3 or more categories of activities with no N/A listed, 5 or more questions not answered, or page left blank. Failure to complete the page.
Project Pictures	5 points Include a minimum of four pictures with a descriptive caption in complete sentences for each are expected. Include pictures that demonstrate the progress of your project throughout the year or a variety of things you did with your 4-H horse project. Additional photos may be added (maximum of eight photos).	4-3 points Member has a minimum of four pictures has partial captions. Or pictures <u>DO NOT</u> show project progress.	2-1 points Member has four pictures but no captions. The pictures may or may not show progress. Or member has 2-3 captioned pictures that show progress. Exceeds maximum of eight photos.	0 points Less than two pictures. Or two to three pictures but they do not have captions and may or may not show progress. Missing entirely.

4-H Story	10 points 4-H Story is double spaced and uses 12 pt font if typed or neatly written. Uses proper grammar. Answers all questions in at least 3-5 sentences per question.	9-5 points Story is not double spaced, does not use 12 point font. Minor grammatical errors. Does not reach appropriate length in 1 or more question.	4-1 points Major grammatical errors. Missing 1-2 questions completely. Does not reach appropriate length in 2 or more questions.	0 points Missing more than 3 questions. Lacks appropriate length for more than 3 questions. Does not follow outline and shows little effort. Failure to complete the page.
Goal Reflection	10 points All questions are answered, using complete sentences.	9-5 points All questions are answered but used incomplete sentences. Minor grammatical errors.	4-1 points One question not answered. Major grammatical errors.	0 points Two or more questions not answered or missing entirely. Failure to complete the page.
Project Completion	3 points All signatures and dates and other required information.	2 points Missing 1 signature or date.	1 point Missing 2 signatures or dates.	0 points Missing 3 or more signatures or dates. Missing entirely. Failure to complete the page.
Appearance	3 points Clean, easy to read, organized and kept in a folder and/or cover	2 points Clean, slightly hard to read, kept in a binder or a cover	1 point Untidy, incorrect order, and NOT in a binder or cover	0 points Untidy, unorganized, not readable, and not in a cover or binder

Blue- 100-90%. Red 89-80%. White 79-70%. Incomplete 69% and below (Please figure the percentage and list it on the score sheet)

Horse/Miniature Horse Record Book Score Sheet

Member Name: _____ Project: _____

Jr. _____

Int. _____

Sr. _____

Page/Category	Score	Points	Comments
Cover		3	
Goals		10	
Horse Identification		3	
Levels Advancement Page or Miniature Horse		3	
Vaccine Records		5	
Horse Health Record		10	
Equipment/Supplies		5	
Expense Record		10	
Income Record		10	
4-H Horse Event & Activity		5	
Involvement Record		5	
Project Pictures		5	
4-H Story		10	
Goal Reflection		10	
Project Completion		3	
Book Appearance		3	
Total		100	

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