

# Osceola County 4-H Citrus Tree Project Book



**Participant Name:** \_\_\_\_\_

**Number of Years Completed in Citrus Tree Project:** \_\_\_\_\_

**Club:** \_\_\_\_\_

By signing this document, I am verifying that I, \_\_\_\_\_,  
(participant's name) personally prepared this report and it is a true record of my 4-H project.

**4-H Member Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Approval of this Report

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

**Leader Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



# OSCEOLA 4-H PROJECT REPORT

## 4-H PHOTO PAGE

(First item inside front cover of each green 4-H folder)

PASTE YOUR PICTURE HERE

NAME \_\_\_\_\_ 4-H AGE \_\_\_\_\_ BIRTH DATE \_\_\_\_\_  
(By Sept.1 Current 4-H Year)

CLUB NAME \_\_\_\_\_ YEARS IN 4-H \_\_\_\_\_

**AGE DIVISION:** (4-H Age – by September 1 of current 4-H Year):            **Please circle one:**

**JUNIOR                      INTERMEDIATE                      SENIOR                      CLOVERBUD**

My 4-H Project Area is \_\_\_\_\_  
 (Example: Rabbit, Clothing, Food & Nutrition, Lamb, Woodworking, etc.)

This is my \_\_\_\_\_ year to complete this project

### CHECKLIST:

PHOTO PAGE	
PROJECT REPORT SUMMARY INCLUDING FINANCIAL SUMMARY PAGE	
PROJECT BOOK and/or COUNTY ACTIVITY CERTIFICATES (w/ Agent signature)	
STORY	
PHOTOS	
CERTIFICATES—Leadership, Citizenship, Demo/Talk, Community Service (club level)	



# Osceola County 4-H Project Report

## Circle One: Jr. (8-10) Int. (11-13) Sr. (14-18)

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

County: \_\_\_\_\_ Age: \_\_\_\_\_ Years in 4-H \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Club/Group: \_\_\_\_\_ Leader: \_\_\_\_\_

Project: \_\_\_\_\_

Parents/Guardian Name: \_\_\_\_\_

**I personally prepared this report and it is a true record of my 4-H project.**

### Approval of this report

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

Parents or Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

### Instructions

- Complete a Project Report for each project you complete and submit the report with all of the attachments listed in Section 3 of this form.
- Complete Section 1 as you start your new project.
- Sections 2 and 3 should be completed as you work with your project.
- Put project records in order by: Photo Page, Project Report (including Financial Summary Page), Project Book (glossy or non-glossy), Project Story, and Project Pictures in a green project cover.
- Green Project Report covers may be purchased at [Shop4-H.org](http://Shop4-H.org)

# Osceola County 4-H Project Report Score Sheet

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

Club: \_\_\_\_\_

Project Area: \_\_\_\_\_

Points Earned	Possible Points	Criteria	Expectations
<b>Section 1: Project Plans and Goals (5 points possible)</b>			
	5	<b>This is what I want to accomplish this year:</b> - Ability to set obtainable and relevant goals. - <b>Goal</b> should be in project area. 2 points off if not.	
<b>Section 2: Project Overview (41 points possible)</b>			
	9	<b>4-H Presentations-</b> Automatic 3 points off if one presentation is NOT in project area - A minimum of <b>one</b> oral presentation related to your project work. - See Expectations column to receive maximum points.	Jr. 1 demo = 9pts Int. 2 demos = 9pts Sr. 3 demos = 9pts
	4	<b>Exhibit-</b> Automatic 2 points off if one exhibit is NOT in project area - A minimum of <b>one</b> exhibit must be in your project area. - See Expectations column to receive maximum points.	Jr. 1 exhibit = 4pts Int/Sr 2 exhibits = 4pts
	8	<b>Leadership-</b> Automatic 2 points off if one is NOT in project area - A minimum of <b>one</b> leadership activity in your project area. - See Expectations column to receive maximum points.	Jr. 2 (proj.+1) = 8pts Int. 2 (proj.+1) = 8pts Sr. 4 (proj.+3) = 8pts
	8	<b>Citizenship-</b> - Citizenship is helping others. - See Expectations to receive maximum points.	Jr. 2 (proj.+1) = 8pts Int. 2 (proj.+1) = 8pts Sr. 4 (proj.+3) = 8pts
	12	<b>Project Highlights – 3 points for each of the following:</b> - Listed information and skills learned through project experiences. - Listed challenges faced when completing project work & <b>how handled</b> - Listed major successes/accomplishments in project. - Listed future plans/what could be done differently next time.	Jr. 1 in each area of project highlights Int./Sr.: 2 in each area of project highlights 1.5 points off if it is not listed how challenge was handled
<b>Section 3: Project Attachments (48 points possible)</b>			
	10	<b>Financial Summary Page</b>	
	24	<b>Project Book / Activities– 4 points for each activity completed</b> - Completed required number of activities ( <b>six</b> ) outlined in the project book as evidence of learning project skills. - Activity Forms can be submitted for an activity you completed. - Approved county level workshop certificates (with Agent signature) may be substituted as an activity. - Three points off each activity, if activity form was not submitted.	An Activity Form must be submitted if: -attended a workshop with no certificate -attended a show not put on by 4-H/KVLS -an activity was completed outside of the record book.
	10	<b>Project Story</b> - Story portrays experiences with project work. - Reflects on what was learned from the project experience and future plans. -See guidelines within 4-H Project Report	
	10	<b>Project Pictures</b> - Shows member actively engaged in learning experiences with his project (evidence of beginning, middle and end /with captions and dates). Three points are given for completion of each section. - Minimum of 3 photos and maximum of 20. - Printed photo collages are allowed.	-If more than 20 pics, automatic one point off. -If any captions or dates are missing, automatic 3 points off
	<b>100</b>	<b>Total Score</b>	

Evaluators: \_\_\_\_\_ 4

## **TABLE OF CONTENTS**

*Your project book **must** be completed by the Osceola County 4-H project book due date established each year.*

Section 1: Project Plans and Goals

Section 2: Demonstrations/Illustrated Talks/Public Speaking

Section 3: Exhibits

Section 4: Project Activities (You must complete a minimum of six activities)

Section 5: Leadership and Citizenship/Community Service

Section 6: Care and Maintenance

Section 7: Financial Records

Section 8: Information and Skills Learned

Section 9: Challenges

Section 10: Major Successes and Accomplishments

Section 11: Future Plans

Section 12: Project Story

Section 13: Project Photos

Section 14: Project Awards



## Section 1: Project Plans and Goals

**Goals are your plans for the year. They should be specific, measurable, achievable, realistic, and timely (S.M.A.R.T.)**

A goal is a statement that reflects something you aim to accomplish within your project.

S=specific, M=measurable, A=achievable R= relevant, and T=timely Please fill in the following statements about your project goals for the year.

My goal this year is:

My target finish date is:

To reach my goal, I will do these three things: 1.

2.

3.

The people who will help me complete my goal are:

Member Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Section 2: 4-H Presentations

List your 4-H Presentations (demonstrations and illustrated talks). This is an opportunity to tell others about your 4-H project. Some examples of places that 4-H Presentations can be done are at 4-H club meetings, County Events, District Events.

- Juniors should have at least one 4-H citrus presentation.
- Intermediates should have at least two 4-H presentations and one should be project related.
- Seniors should have at least three 4-H presentations and one should related to citrus.
- Three points will automatically be deducted if NO presentation is listed in project area.

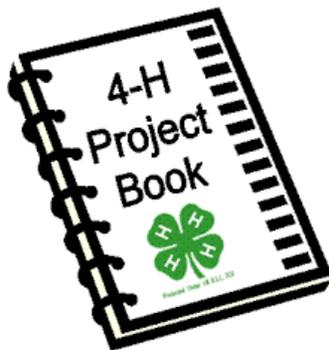
DATE	PRESENTATION TTLE/ PROJECT AREA	LOCATION
04/30/14	How to Transplant a Citrus Tree	4-H County Events, Osceola Extension

## Section 3: 4-H Exhibits

Exhibits are an opportunity for you to show what you learned in your 4-H project. This may be done by exhibiting something in the fair (for example showing your animal, participating in Fashion Revue, game board, tabletop) or through a contest (for example Marine Ecology, Consumer Choices).

- Juniors must have at least one exhibit related to citrus. Other projects can be listed.
- Intermediates and Seniors must have at least two exhibits and one must be related to citrus.
- Two points will automatically be deducted if NO exhibit is listed in project area.

Date	Project Area/ Type of Exhibit	Location
02/16/14	Citrus Tree	Osceola County Fair



## **Section 4: Project Activities**

You must complete a minimum of six (6) activities per year. Circle or highlight the activities you complete. Proof of each activity must be provided.

- 1) Create a poster, tabletop display or game board on a citrus topic. Share the poster, tabletop display or game board at a 4-H meeting or as a fair exhibit. Take a photo of the poster for the project report.
- 2) Take a citrus related field trip - include information in your story and include a photo. Possible field trip ideas below:
  - a) Citrus nursery
  - b) Citrus grove/grower
  - c) Citrus Hall of Fame at Florida Southern College
  - d) Winter Garden Heritage Museum
  - e) Florida Agricultural Museum
  - f) Florida's Natural Grove House
- 3) Research job options or/degrees in the field of citrus.
- 4) Interview a citrus producer – include interviewee's name, date and location, questions and answers.
- 5) Interview a citrus researcher– include interviewee's name, date and location, questions and answers.
- 6) Complete the Florida Citrus Activity Book, <http://edis.ifas.ufl.edu/pp331> Juniors and Intermediates only
- 7) Write a half page summary of any citrus variety in Florida. It could include, but not limited to, the size of the fruit, the harvest period, a description of the fruit, the history of the fruit, etc.
- 8) Create a PowerPoint on a citrus disease or pest (e.g. citrus canker, Huanglongbing (HLB; citrus greening), citrus black spot, Asian citrus psyllid, etc.) PowerPoint must be at least five (5) slides. Print out slides, two per page, and include in record book.
- 9) Create a study sheet to use to prepare for the citrus skill-a-thon. Include the original or copy in the record book.
- 10) Make a set of flash cards (using 3 x 5 index cards) to use to prepare for the citrus skill-a-thon. It must include a minimum of 15 cards. Flash cards will have information on both

sides. Example: one side would have a question or picture and the other side would have the answer.

- 11) Read a citrus article from a trade journal and write a summary (Junior: 4-6 sentences; Intermediate: ½ page summary; Senior: one page summary). Include the title, author(s), and publication date. The article must have been written within two years of the record book due date. You can find links to citrus magazine articles at [http://www.crec.ifas.ufl.edu/extension/trade\\_journals/](http://www.crec.ifas.ufl.edu/extension/trade_journals/). This activity may be completed up to two times per a year.
- 12) Create a list of what you learned at the citrus tree distribution, citrus tree workshop, or citrus field trip (Junior: minimum of 3 statements; Intermediate: minimum of 5 statements; Senior: minimum of 8 statements). This activity may be completed up to three times per a year. Example: Summary #1: Tree Distribution, Summary #2: Tree Workshop, Summary #3: Field Trip.
- 13) Visit [edis.ifas.ufl.edu](http://edis.ifas.ufl.edu) and do a search for citrus. Choose a citrus fact sheet and write a summary (Junior: 4-6 sentences; Intermediate: ½ page summary; Senior: one page summary). Include the title, author(s), and publication date.
- 14) Draw a picture of a citrus grove. Picture must include trees with fruit, pump/well, irrigation, and environmental factors (clouds, sun, wild life, etc.). Write a 2-3 sentence description of your picture.
- 15) Select at least 8 oranges or lemons. Squeeze the fruit. For oranges, enjoy the juice. For lemons, make lemonade. Include a photo in your record book of you squeezing the fruit and your final product.
- 16) Read *An Orange in January* by Dianna Aston and write 2-3 sentences about your favorite part of the story. Juniors only.
- 17) Draw/print a map and label where citrus is grown in the United States.
- 18) Draw/print a map and label where citrus is grown around the world.
- 19) List the health benefits or nutritional value of consuming citrus.

**Project Activity 1 of 6**

**Project Activity # \_\_\_\_\_**

**Project Activity 2 of 6**

**Project Activity # \_\_\_\_\_**

**Project Activity 3 of 6**

**Project Activity # \_\_\_\_\_**

**Project Activity 4 of 6**

**Project Activity # \_\_\_\_\_**

**Project Activity 5 of 6**

**Project Activity # \_\_\_\_\_**

**Project Activity 6 of 6**

**Project Activity # \_\_\_\_\_**

## Section 5a: Leadership

Leadership is defined as any time when you teach or lead others. For example: camp counselor, club officer, show others how to groom an animal, Farm City Ambassador, etc. Keep in mind that sometimes a demonstration can be considered leadership if you are teaching a complete task (how to prune, how to transplant). This is only if the audience is also doing the task at the same time. Remember, an activity can only be listed once. If it is listed as a demonstration, it cannot be listed for leadership.

- Juniors and Intermediates must have at least two leadership activities and one has to be in the citrus project.
- Seniors must have at least four and one has to be in the citrus project.
- Two points will automatically be deducted if NO leadership is listed in project area.

1. \_\_\_\_\_

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2. \_\_\_\_\_

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3. \_\_\_\_\_

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4. \_\_\_\_\_

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## Section 5b: Citizenship/Community Service

Citizenship is anytime you have helped others. Did you help someone out? Did you donate something? Did you help the environment? Example: helping a friend build a hog pen, help pick-up litter, and donate your old show shirt to a 4-H member.

- Juniors and Intermediates must have at least two citizenship/community service activities. Try to have one in the project area.
- Seniors must have at least four citizenship/community service activities. Try to have one in the project area.

List citizenship/community experiences below; use additional page if necessary.

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Section 6: Care and Maintenance

Make sure to keep complete records on your activities. Activities include transplanting, fertilizing, watering/rainfall, pruning, etc. You may add additional pages, if needed.

<u>DATE</u>	<u>TYPE OF ACTIVITY</u>	<u>PURPOSE</u>
<i>Example: 05/01/17</i>	<i>Transplanted tree</i>	<i>To allow more room for the roots to grow</i>



## Section 7: Financial Records (continued)

### Closing Inventory

Closing inventory includes items you have remaining after the project has ended such as fertilizer, watering can, etc.

<u>DATE</u>	<u>ITEM</u>	<u>COST</u>
<b>Total Cost</b>		\$

### Financial Summary

Financial Summary is the total losses or gains. To determine if you had a loss or gain, use the following formula:

$$\text{Opening Inventory} - \text{Expenses} + \text{Income} + \text{Closing} = \text{Total Losses (-) or Gains (+)}$$

<b>Opening Inventory</b>	\$
<b>Expenses</b>	\$
<b>Income</b>	\$
<b>Closing Inventory</b>	\$
<b>TOTAL</b>	\$

## **Section 8: Information and Skills Learned**

List information and skills learned while participating in the citrus tree project.

### **Examples**

1. I learned the importance of watering my tree regularly.
2. I learned by studying for skill-a-thon, I could identify what was happening on my tree.

### **Instructions**

Juniors (ages 8-10) should list one activity.

Intermediates (ages 11-13) should list two activities.

Seniors (ages 14-17) should list two activities.

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Section 9: Challenges

List challenges you had while participating in the citrus tree project and how you corrected it.

### **Examples**

1. I had pests on my tree so I removed the pests from my tree.
2. My tree started wilting and I realized I forgot to water my tree, so I watered my tree on a schedule.

### **Instructions**

Juniors (ages 8-10) should list one activity.

Intermediates (ages 11-13) should list two activities.

Seniors (ages 14-17) should list two activities.

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## **Section 11: Future Plans**

Now that your project is complete, what do you plan to do in the future? Would you like to do the citrus project next year? If you are graduating, will you continue to grow citrus?

### **Instructions**

Juniors (ages 8-10) should list one future plan.

Intermediates (ages 11-13) should list two future plans.

Seniors (ages 14-17) should list two future plans.

1. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





## **Section 13: Project Photos**

Your photos should show the beginning, middle, and end of your project. You should include pictures of your tree, along with pictures of you doing your care practices such as planting, pruning, fertilizing, irrigating and spraying.

### **Do**

Include a minimum of three photos and a maximum of twenty photos. Only place two photos per a page. Write a caption and date for each photo.

### **Don't**

Do not use scrapbooking accessories. Do not put pages in plastic sleeves.

## **Section 14: Project Awards (optional)**

Your awards show your accomplishments in the citrus project. Attach ribbons and certificates to 8.5 x 11 white paper. If the ribbon is larger than the paper, insert a photo.



“The Foundation for the Gator Nation” an Equal Opportunity Institution



Handbook revised by Jamie D. Burrow, Extension program manager, and Tripti Vashisth,  
Assistant Professor, Horticulture, UF/IFAS Citrus Research and Education Center  
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