

# **4-H LIVESTOCK RECORD BOOK**

## ***INSTRUCTION GUIDE***

An online fillable version of the 4-H Livestock Record Book is located here:

<https://web.extension.illinois.edu/mms/monroe4h/>  
under **4-H Resources and Forms for Members.**

OR

A hard copy can be obtained from the Extension office or your leader.

**Illinois 4-H Livestock Record Books should reflect record keeping for the 4-H year:  
Sept. 1-August 31 and turned into the Extension office for judging no later than  
**Sept. 15.****

Your record book should help you become familiar with the total costs of raising animals and give you an idea of your profits and losses. The record also may be valuable when showing others what things you did and learned in your project.

Although there are many spaces in the Illinois 4-H Livestock Record Book, you need only to complete those blanks that apply to things you did in your project.

\*All other areas should be filled in by a dash (---) or not applicable (n/a).

- Please include your first and last name and club name at the top of the front page of your record sheet. Be sure to write or type neatly.
- Circle the specie area in which you are filling the record out. Use one record book per specie area.
- Indicate the number of years you have been enrolled in this 4-H animal project. If this is your first year, then indicate so with a “1.”
- Since the 4-H year covers part of two calendar years, your project year should indicate so: i.e. 2018-2019.

## **In the Beginning**

*What animals do you own or are you leasing at the beginning of the 4-H year?*

- The beginning of the 4-H year is **September 1**. Please indicate which animal(s) you own **at this time**. List the breed, name, ID number or whichever method is most meaningful to your operation. Next, fill in the date of birth and approximate value of the animal(s).
- If you own the animal, check the “Owned” box. If you lease the animal from someone, indicate whom you are leasing from and the date you started leasing from them.
- If you do not own any animals as of Sept. 1, please indicated so.

*What are your plans for expanding your herd or flock this year? (By purchasing, leasing, breeding and/or birth)*

- In this section, please indicate what your plans are for the remainder of the year (after Sept. 1). Do you plan to breed your animal(s)? Do you plan to purchase any animal(s)? What date do you plan to do this by? (Does not need to be exact).
- If you do not plan to expand your operation this year, please indicate so.

## **Production Records**

**Breeding & Producing** (animals used for the sole purpose of breeding and producing additional animals)

- This section will help you to evaluate the productivity of your producing females. It will also help reflect your management ability.
- List the name or ID number of the bred female(s).
- List the approximate date that she was bred.
- List the name or ID number of the Sire (male).
- List the date that the animal was born/hatched. Be sure to total the number that were born and survived. (To find averages, divide totals by the number of born and number surviving.)
- Indicate if the animal survived. If animal did not survive, please be sure to note “0.”
- List the date that the animal was weaned from its mother.
- If you did not breed any animals in your operation, please indicate so.

## **Market Animals** (animals used for the sole purpose of consumption; will NOT include horses)

- When taking a market animal as a project, it is important to know how many pounds your animal(s) gain. Market animals should be weighed at least twice per year.
- List the name or ID number of your market animal(s).
- Indicate the *date* that your animal(s) was weighed and *how much* it weighed.
  - If your animal is weighed at an official weigh site for a 4-H Premiere Program, (i.e. steers, lambs or goats) please use these dates and weights as your “First Weighing” and “Second Weighing.”
  - If your animal is weighed at home and is not part of a 4-H Premiere Program (i.e. swine, rabbits, poultry), please choose a date (i.e. shortly after birth or purchase) and indicate the weight of the animal at that time. The second weighing will be the date and weight of the animal when it is weighed at the Fair.
- Indicate the “Days on Feed” (DOF) as the number of days from the first weighing, until the day before the second weighing.
- Indicate the total pounds that your animal(s) gained.
- “Average Daily Gain” (ADG) is calculated by dividing the total pounds gained by the “Days on Feed.”
- If you did own any market animals in your operation this year, please indicate so.

## **Financial Obligations**

### **Expenses**

This portion of your records will reflect money that you spent on your animal from Sept. 1-Aug. 31.

### **Feed Expenses**

- This section should contain an accurate listing of the grain, hay, silage, pasture, protein supplements, minerals or mixed feed your animal(s) consume. All of these items should be given a fair market value. Even if your parents gave you the feed, a value must be listed.
- List the date(s) that you (or your parents) purchased feed, etc. If you did not purchase feed (i.e. grain or hay came from your farm), then put down what the market value. In the case of pasture, please indicate date range in which the animal grazed on the pasture.
- List the type of feed that was provided to your animal.
- List who or where the feed was purchased from (i.e. if you purchased hay from your neighbor, please indicate so.)
- List number of pounds if applicable. If not, please indicate n/a.
- List cost (i.e. by pound, by bale, by item, etc.)
- \*Don’t forget to total your feed expenses!

## **Animals Purchased**

- Indicate the date(s) that animals were purchased during the current 4-H year: Sept. 1-Aug. 31.
- List the name or ID number of the animal(s) that you purchased, and whom you purchased from.
- List the cost of your purchase. If your parents or someone else purchased the animal(s) for you, still indicate what the cost was.
- \*Don't forget to total the cost of your animal(s) purchased at the bottom.
- If you did not purchase any animals, please indicate so.

## **Veterinary Expenses**

- Keep a complete listing of the health management program that you carried out for your animal(s) during the 4-H year: Sept. 1-Aug. 31.
- Examples include vaccinations, docking, worming, etc. (Poultry projects: Pullorum testing costs can go here.)
- Indicate the date(s) that your animal(s) visited a veterinarian or that you incurred a health expense.
- Indicate the purpose of the vet visit, health care and treatment provided.
- List any costs associated. If your parents or someone else paid for the health expense(s) for you, still indicate the cost.
- \*Don't forget to total the cost of the health/vet expenses at the bottom.
- If you did not incur any expenses in this area, please indicate so.

## **Other Expenses**

- This section provides an opportunity to list any other expenses that were incurred that did not fit into the other sections.
  - Examples include halters, show/stall fees, registration papers, grooming supplies, feed & water troughs, show sticks, etc.
- List date(s) of purchases, description of the item(s) purchased and from whom you purchased.
- List any costs associated. If your parents or someone else paid for the health expense(s) for you, still indicate the cost.
- \*Don't forget to total the cost of your other expenses at the bottom.
- If you did not incur any other expenses, please indicate so. However, really think through this before making that determination.

## **General Income**

- This section indicates any income generated from your project with the exception of selling your animal.
- List the date, description of the item sold and amount received from sale.
  - Examples include selling wool, eggs, milk, etc. and Fair show premiums.
- \*Don't forget to total your general income at the bottom.

## **Income from Animals Sold**

- This section allows you to record your income from the sales of your animals.
- Indicate the date(s) that any animals were sold during the current 4-H year: Sept. 1-Aug. 31.
- List the name or ID number of the animal(s) that you sold, and whom you sold to.
- List the cost for which you sold your animal.
- \*Don't forget to total your income from animals that you sold.

## **Financial Summary**

- Add up the totals from the previous sections: Feed Expenses, Animals Purchased, Vet Expenses and Other Expenses to get your Total Expenses.
- Add the totals from your General Income and Animals Sold to get your Total Income.
- Take your Total income and subtract your Total Expenses to get your Basic Profit.

## **During the Year**

### **Show Results**

- In this section, you will post the results of the exhibit opportunities that you participated in during the 4-H year: Sept. 1- Aug. 31.
- List the dates and names of any shows that you exhibited your animals.
- Indicate the name or ID number of the animal(s) that you exhibited and what special awards you received.

### **Project Activity**

- This section allows you to record all of the activities that you participated in that were associated with your project. I.e. purchasing, breeding, working with animals, feeding, tattooing, grooming, attending workshops, meetings, etc.
- Indicate approximately how many hours you spent on each activity and total the hours at the bottom.

## **Leadership Demonstrated**

- In this section, list any leadership activities that you participated during the 4-H year (Sept. 1-Aug. 31) that were related to your project area and how many people you reached.
- Examples may include home or fair tours, speaking or helping with workshops, conducting talks or demonstrations, helping youth learn about the project area, etc.

## **Final Results**

### **Knowledge and Skills Gained**

- This section provides you an opportunity to show what you learned throughout the year that was related to your project.
- List the date, what you learned and who helped you.
- Examples include making a halter, keeping records, delivering or hatching animals, health care, etc.

Remember to complete your Livestock Record Book by signing and dating it upon completion.

Your parent or guardian must also sign after they have reviewed your work.