

# 4-H Scrapbook Project

(NO STATE FAIR EXHIBIT)

**Objective:** The Scrapbook project allows you to preserve you and your family's memories in an organized and creative way.

## Project Requirements

1. Carefully read this project manual.
2. Complete 8 pages each year and exhibit your best pages according to appropriate level.
3. Exhibits will be shown by Grade as follows:
  - Level 1: Grades 3-5 (2 pages)
  - Level 2: Grades 6-8 (4 pages)
  - Level 3: Grades 9-12 (6 pages)
4. Complete record sheet with Leader's signature, and bring with your exhibit to Check-in.
5. Each scrapbook will have a label (attached with string) with the 4-H member's name, club, and grade.
6. Scrapbooks should have a page protector attached containing your record sheet and the scorecard will be placed in that.
7. Album is referred to in this project although you will not exhibit an album only the required number of pages for your level.
8. Rings may be purchased at the Extension Office to assemble your pages together for display at the fair.

## All Divisions

1. The page size should be at least 8 1/2 "x 11" in size. (12" x 12" is the most common size and will be easier to work with.) Each page will be covered with a plastic page protector.
2. Completed pages contain photos and memorabilia, documentation, decoration, etc.
3. Journaling (labels, captions, stories, thoughts, ideas, etc.) is to be used along with your photos and memorabilia.
  - A. Journaling is required on every page. Without journaling, over time, your photos and memorabilia will become less meaningful to you and to others. Without words, you have pages of photographs and memorabilia, not a book of memories. Our photos and memorabilia are simply more complete, more meaningful and more fun with detail, emotion and humor that only words can provide. Carefully proofread your spelling!

- B. Neatness counts! Exhibit clean and neat pages. Some handwriting must be included-not all computer created documentation. Your handwriting is part of your heritage-generations will read and cherish your albums because of it.
  - C. Use photo safe pens which are fade-proof, water-proof and acid-free when used on acid-free paper. It causes no damage to photos over time, and will be legible for generations to come.
4. Photos and memorabilia must be included in each scrapbook, but not necessarily on each page. Some pages may contain only photos while others may contain only memorabilia. Be sure to work with a variety of things in your scrapbooking. Most memorabilia should be encased in plastic sleeves, if added to a page with photos. For example, coins should be encased in a sleeve, but it would not be necessary to put theater tickets in a sleeve. If a photo is included on a page with lots of memorabilia, the photo should be encased in a plastic sleeve. Newspaper articles should be photocopied onto acid-free paper, then encased into a separate plastic sleeve.
  5. The photos do not have to have been taken by the 4-H member. Just remember, this is your album and your memories. It is also not necessary that the photos be taken within the past year. If you'd like to create an album honoring your grandparents' lives or maybe a special trip you've taken with your family, that is acceptable.
  6. Cropping Techniques—Depending on your division, you may use a variety of cropping techniques and page layouts in your album. Not everything has to be cropped or “artsy.” Use a nice balance, keeping in mind that the main focus is preservation of the photo and its story. Too many shapes on a page can be distracting to the eye and take away from the meaning of the photos.
  7. Decorations—All decorations (including stickers and dye-cuts) should be acid-free and lignin-free to keep the page and photos from becoming damaged. Remember that these are decorations and should be added only to enhance the photos and journaling and not be the focus of the page.

8. Page/Photo Layout and Design-A variety of page layouts will add creativity and interest to your album. Use a nice balance complementing your theme for the page and photos. Keep in mind the proper placement of photos-you are telling a story, so put things in chronological order or by theme to organize your album.
9. Each page that does not follow the requirements for your division will be counted down. (Example: Silhouette cropping is not acceptable in Level 2, so you would be scored down if you used this technique.)

## **EXHIBIT REQUIREMENTS**

### **Level 1: (Grades 3-5)**

#### **Exhibit: 2 of the 8 completed pages to be judged**

**Layout:** Simple 2-3 colors of paper; stickers and die-cuts can be used, but are not mandatory.

**Cropping:** Straight cutting of photos using regular scissors or paper cutter. Decorative scissors can be used on paper, but not on pictures in this level.

**Journaling:** Bullet labeling supplying only the basic information such as who, what, when and where.

(Example: Jessica, 10, first year of 4-H, showing her cat, Tiger.)

## **Level 2: (Grades 6-8)**

### **Exhibit: 4 of the 8 completed pages to be judged**

**Layout:** More creative layout. Creative borders and lettering can be used. Patterned papers may be used.

**Cropping:** Circle, oval and other shaped templates can be used.

**Journaling:** Captions should be in form of sentences.

(Example: I won a red ribbon for my second place lamb. I was happy to even place because the competition at our fair is so great.)

## **Level 3: (Grades 9-12)**

### **Exhibit: 6 of 8 completed pages to be judged**

**Layout:** May include a pop-up page, pocket page or kaleidoscope-type layout, but not every page has to be these types. Use techniques you may have learned in previous divisions. Include a variety of layouts.

**Cropping:** Silhouette cropping can be used in addition to techniques you may have learned in previous divisions.

**Journaling:** Use bullets and captions, plus storytelling—writing your thoughts and feelings and telling a complete story or memory on each page. Not every photo has a complete story; please choose the ones deserving of this when you are thinking of your page designs. It is okay to put several photos on a page and just use one of them to tell a story. Label or caption the others on the page. It's easiest to story tell if you pretend like you're writing in your diary, or sharing some exciting news with your best friend.

### **Level 3: (Grades 9-12) continued**

(Example: Ever since my older brother, Tim, began showing pigs in 4-H, I have been looking forward to getting old enough to show hogs, too. This has been a fun project because it is a family activity. My parents, brother and I went to some pig auctions in March and April. We finally bought a good one in our price range at a pig sale. Since we brought Wilbur home, I have been feeding him and keeping his pen clean, with a little help from Tim. It's a lot of work, but I really enjoy it. After school was out, I started walking him at least once a day. He's really tame and knows exactly what I want him to do. I have spent so much time with him; I know I will be sad to sell him. Tim told me that's just part of the project and I can use that money to buy another pig next year. That is true, but I know I'll never forget Wilbur and my first year of 4-H!)

### **Step 1: Getting Organized**

**A. Set up a well-lit work area** with a large work surface.

**B. Decide on a Theme** - Do you want a theme for your album which is ongoing and open-ended or a theme which is more specific. Open-ended albums record events that unfold over time. This album is continuous as the pages are added throughout the years. Theme albums focus on a specific theme such as a wedding, vacations, holidays, or 4-H years.

**C. Organize Your Photos** - Begin sorting your photos, include any names, dates or special information you remember. If you write notes on the back of a photo, use a photo-safe pencil. Avoid ballpoint pens because the ink will eventually bleed through to the fronts ruining the photo.

**D. Sort in Chronological Order** - Sort photos according to events or in chronological order.

**E. Store Photos/Memorabilia** in a safe environment, such as an acid-free and lignin-free photo box while you begin work on your album. Place boxes in a cool, dry, and dark location. It is best to store negatives and photos separately. Keep photos out of direct sunlight to avoid fading. Copy newspaper articles and use copy in scrapbook. The original article will deteriorate and the article will be lost.

## **Step 2: Selecting the Basics**

**A. The Album** - Albums come in a variety of shapes and styles, including post-bound, three-ring binder and strap-style albums, which allow you to remove, add or rearrange pages. Make sure the album you choose is an acid-free, safe environment for your photos. Look for words such as “acid-free” and “lignin-free” when shopping for your album. Magnetic page albums are hazardous to photos causing premature fading and discoloration of your photos. Self-adhesive backing often permanently attaches photos to the pages under dangerous plastic overlays which turn pages yellow or brown.

**Acid-Free:** pH levels in the 7 to 8.5 range. Papers that are more acidic (above 8.5) become brittle, crumble, and turn to dust over time. The photos they contact can fade or become discolored.

**Lignin-Free:** Lignin, a substance produced within the cells of plants to strengthen the plant fibers, is naturally present in paper. Paper that has not had the lignin removed will turn yellow.

**Page Protectors:** These plastic sleeves are designed to fit over album pages. They protect the pages from fingerprints, grease, dust, spills, smudges, and abrasion. Look for polyester, polyethylene, polypropylene, and triacetate content for page protectors.

**B. Photo Mounting/Adhesives** - Look for scrapbooking adhesives, such as glues, tapes and mounting corners that are labeled “acid-free” and “photo-safe.” Rubber cement, white school glue, and cellophane tape contain chemicals that can adversely affect photos over time. All products that come in contact with photos should be acid-free, lignin-free, and PVC-free.

**C. Papers** - Decorative acid-free papers are available in a wide variety of eye-catching colors and patterns. Construction paper contains high acid content and accelerates the fading of photos. Also the paper itself will deteriorate with time and become too fragile to handle.

**D. Templates** - Templates are patterns used to trace shapes onto your paper or to help crop photos.

**E. Scissors** - Decorative scissors provide fun ways to create unique edges on photos and mats.

**F. Pens/Markers** - Journaling pens are available in a rainbow of colors and a variety of pen tips that make fancy penmanship a breeze.

**G. Stickers** - Stickers are colorful, fun and affordable. You can use them to cover up mistakes on a page. The key to good sticker art, however, is moderation. To protect your photos, place stickers where they won't come in contact with the photos.

**H. Stamps** - With a rubber stamp and an ink pad, you can make borders, photo corners, stamped backgrounds, and mats.

**I. Punches** - With colored paper and punch tools, you can cut sections of paper in a variety of shapes, leaving precise designs in your scrapbook pages. They can also be used to punch patterns and shapes from contrasting paper.

### **Step 3: Getting Started**

**A. Cropping** is the process of cutting photos either to enhance the image by turning it into a unique shape or to eliminate portions of the shot. Crop by tracing around templates to make creative shaped photos or silhouette crop by carefully cutting out the photo's subject and discarding the background.

**B. Matting** pictures before mounting focuses attention on the shots and adds visual balance to a page. A mat around a photo sets off the image, focuses the viewer's attention, adds interest and balance to the album page.

**C. Mounting** with double-sided tape or liquid adhesives adheres photos or memorabilia permanently to album pages. (It's a good idea to make copies or save negatives of photos before permanently mounting so you can reproduce them in the future.) Photo corners are paper or plastic triangles that are applied to the album page. This allows photos to be placed, as well as easily removed from the album.

## **Step 4: Designing the Page**

**A. Focal Point** - The focal point is the primary image on the page—it's where your eye looks first. It can be a photo that is located in a central position, a photo that is larger than the supporting photos, a unique or exceptional photo, or a photo that is matted with paper to make it stand out from the other photos. Supporting images elaborate on the main picture or theme.

**B. Create Balance** - Move your photos around until the page no longer feels weighted in one particular direction, or the balance doesn't appear lopsided. Large spaces attract more attention than small. Diagonal lines demand more attention than horizontal. Warm/bright colors have greater visual weight than cool/dull colors.

**C. Experiment with Color** - Color sets the mood, provides balance and illuminates the photos on your page. Choose mats and background papers in colors that convey the feelings of the photos and the events they record. Too much color can often be a distraction.

## **Step 5: Journaling**

**A. Context** - Journaling supplies the background context of your scrapbook page and helps you remember why you were inspired to focus on and click that particular shot.

**Bullets** (labeling) - a brief form of journaling that supplies only the most basic information—who, what, when, and where. (Example: *Johnny 4-H. grade 4. Fort Wayne, IN. Allen County Fair. July 2007*)

**Captioning** - longer labels present some or all of the basic information in a bullet, but in complete sentences rather than fragments. (Example: *Johnny 4-H was 11 years old when this picture was taken. He was at the Allen County Fair in Fort Wayne, IN, during the fair week of 2007. What a fun week!*)

**Storytelling** - a longer form of journaling that includes the basic information, but also adds additional details, sets a mood, and provides a narrator's voice. Storytelling puts the photo in a context by explaining what happened before and after the photo was taken. The history of the photo(s) is told. (Example: *The week was hot but the fun was great. Johnny 4-H, age 11, of the Happy Frog 4-H Club enjoyed a week full of excitement at the Allen County Fair in Fort Wayne, IN. The frog jumping contest was the hi-light of the entire week for Johnny. The frog only got away once. He finished with a first place in the clover division for the longest jump. 2007 was great, but wait until next year!!*)

## **Basic Scrapbooking Supplies**

The following list of supplies will get you started, but are not all required. These should ALL be acid-free, lignin-free products.

- Scrapbook (8 1/2" x 11" or larger album). You will need room to journal.
- Photos (the number of photos will vary according to your taste and the size of page you are working with)
- Mounting Supplies
  - Tape Runner
  - Photo Tape or corners, etc.
- Writing Utensils
  - Black Fine Tip Pen
- Cropping Supplies
  - Corner Rounder
  - Templates
  - Trimmer
  - Decorative Scissors
- Photo Mounting Paper
- Die Cut Shapes
- Stickers

## 4-H Scrapbook Project Scorecard

Name \_\_\_\_\_

Grade \_\_\_\_\_

	Excellent	Good	Need to Improve
1. Label is completed with name, club, grade.			
2. Complete required pages.			
3. Scrapbook album contains both photo and memorabilia.			
4. Neatness			
5. Interest and variety in pages.			
6. Chronological or thematic order of pages is correct.			
7. Journaling Requirements: Labeling with Names, Dates, Places and Captions or Words recording their happenings.			
8. Sense of entire project: Did the 4-H member preserve pictures and memorabilia effectively.			

**ADDITIONAL JUDGES COMMENTS:**



