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## Plans for Conducting Boys' and Girls' 4-H Club Work in Missouri



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### COOPERATIVE EXTENSION WORK IN AGRICULTURE AND HOME ECONOMICS

UNIVERSITY OF MISSOURI COLLEGE OF AGRICULTURE AND THE UNITED  
STATES DEPARTMENT OF AGRICULTURE COOPERATING

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# Plans for Conducting Boys' and Girls' 4-H Club Work in Missouri\*

Boys' and Girls' 4-H Club Work in Missouri is conducted by the Extension Service of the University of Missouri College of Agriculture and the U. S. Department of Agriculture in cooperation with counties, local communities, and schools of the state.

The main objects of 4-H club work are:

1. To help make rural life more attractive and more prosperous by enlisting the best thought and efforts of the young people of each community.
2. To demonstrate to the community the better farm and home practices learned in 4-H club work.
3. To train farm boys and girls for rural leadership.

## STATE ORGANIZATION

Boys' and Girls' 4-H Club work in Missouri is a Federal Smith-Lever extension activity for itinerant teaching in agriculture and home economics, and it is supported by Federal, state, and local funds. The state organization is set up and conducted on an organization and subject matter basis under the supervision of the Director of Extension of the University of Missouri College of Agriculture.

The state club staff, consisting of the state club agent and one woman assistant and one man assistant, is in charge of club organization and methods.

The extension specialists of the Missouri College of Agriculture are responsible for the subject matter in their respective projects that relate to club work and for certain follow-up services in counties for work with boys and girls, in cooperation with the state club office.

The supervisors of the county extension and home economics agents have the same relation to club work that they have to extension activities in agriculture and home economics for men and women.

## COUNTY ORGANIZATION

Each county extension agent represents the Extension Service of the Missouri College of Agriculture, and is in charge of club work and

\*Prepared by Theodore T. Martin, state club agent, in collaboration with the club staff and the extension specialists of the Missouri College of Agriculture.

all extension work for adults in agriculture and home economics in his county. The county extension agent is assisted in club work by the county home economics agent, who also does the extension work in home economics for women.

In non-agent counties, club work is usually conducted in cooperation with county superintendents of schools, project leaders, or it is taken up direct with community advisory committees and local club leaders who are ready to cooperate with the Extension Service of the Missouri College of Agriculture.

### **COUNTY CLUB PROGRAM OF WORK**

Each county extension and home economics agent in Missouri is employed to carry out a definite county program of work. The supervisor of agents submits the recommendations of the extension specialists of the Missouri College of Agriculture for the county for the consideration of the agent, or agents, and a county advisory committee of representative men and women from the farms of the county.

The county program of work is then made up in the agent's office by the agent, or agents, and the county advisory committee. The farm and home problems agreed upon in this conference become the county program of work during the year for the agent, or agents, and for the organization and extension specialists of the Missouri College of Agriculture.

4-H club work may then be selected by the agent, or agents, in cooperation with the state club office, as an effective method of demonstrating some useful phase of one or more of the better farm and home practices, adapted to the interests and capabilities of boys and girls, that are outlined in the county extension program of work.

In non-agent counties, only club projects are recommended that represent a community interest or need. As a general practice, only club projects are adopted by school clubs that can be successfully carried out by teacher-leaders and assistant leaders from the community, such as garment making, grain judging, stock judging, and cow-testing club projects. Summer club project work can be carried on by school clubs, provided that the teacher-leader lives in the community or that a resident leader of the community is secured to carry on the club work after the school closes.

### **LITERATURE AND SUPPLIES FOR CLUB ORGANIZATION AND PROJECT WORK**

Suggestive club literature, arranged for six or more club meetings, in as far as practicable in the order of the seasons and adapted to the

needs of farm and home project work, has been prepared for each club project by the extension specialists in cooperation with the state club office, and is sent free of cost for the use of the members and local club leaders of all 4-H clubs in Missouri, as follows:

TO THE LOCAL CLUB LEADER FOR THE USE OF THE CLUB.—

- One copy of the club project announcement
- One copy of the club enrollment blank.
- One copy of the club secretary's record book
- One-half as many copies of the circular on club songs and yells as there are members in the club.
- One copy of the club circular on subject matter.
- One copy of the individual club member's record book.
- Miscellaneous suggestions as needed during the year.

TO THE LOCAL CLUB LEADER FOR EACH MEMBER OF THE CLUB.—

- One copy of the club circular on subject matter.
- One copy of the individual club member's record book.

**How the Club Literature is Secured.**—In agent counties, all club organization supplies, as named above, are secured by the local club leaders from the county extension agent's office. The state club office provides the county extension and home economics agents with the available club literature for all the clubs as soon as the county program work is adopted and the estimated number of clubs and members that are to be organized during the year, are set up as goals and reported by the agents to the state club office for the club work in the county.

All club enrollment blanks are filled out and sent by the local club leader to the agent for the county and state records as soon as the club is regularly organized. However, miscellaneous clubs in agent counties, which are not based on the county program of work, are provided with club literature and organization supplies through the county agent's office, upon receipt of the club enrollment at the state club office.

In non-agent counties, all club literature and organization supplies are sent out from the state club office, Columbia, Missouri, direct to the local club leader, upon receipt of the club enrollment.

**How the Follow-up Enrollment Letter is Sent to Local Club Leaders.**—The following month after the original club enrollment is received and filed at the state club office, a follow-up letter is sent out from the state club office to the local club leader. With this letter is sent a record sheet on which the local club leader is requested to strike off the names of all the boys and girls in the club who have dropped their work or who

have not actually started their project work, and to add the names of any new members secured since the original enrollment was sent in. Only boys and girls who actually start the project work are permanently enrolled as club members in the agent's office and in the state club office. A self-addressed envelope is enclosed for the leader's reply, which requires no postage.

If no response is received to this first follow-up letter by the end of the second month, a second letter is sent out from the state club office. If necessary, after three months have elapsed since the original enrollment was received at the state club office, a third letter is sent to the local club leader.

If no response is received at the state club office to any of these follow-up letters, the local leader is notified in a fourth and final letter that the club will be dropped entirely from the county and state records, unless a reply is received at once at the state club office, indicating that the club is carrying out its program of work according to the plans adopted.

In agent counties, this follow-up letter is sent by the state club office to the agent to be transmitted to the local club leader. The local club leader sends the reply back direct to the state club office for record. The state club office then sends the original reply of the local club leader to the agent in the county for record and permanent filing.

In non-agent counties, this follow-up correspondence is carried on direct between the state club office and the local club leader.

**A Leader's Pin is Presented to Local Club Leaders of Standard 4-H Clubs.**—A Leader's 4-H club pin is sent by the Extension Service of the Missouri College of Agriculture to every local club leader who reports the organization of a standard 4-H club in response to the follow-up letter from the state club office.

**A Charter is Presented to Each Standard 4-H Club that is Organized.**—Also, upon receipt of the local club leader's response to the follow-up letter, indicating that the club is regularly organized as a standard 4-H club, that it is holding regular club meetings with its own club officers in charge, and that it is carrying out the home project work under the directions of the local club leader, a standard 4-H club charter is issued to the club by the Extension Service of the Missouri College of Agriculture, certifying that the club is a standard 4-H club and that the members are entitled to all the privileges and opportunities of club work.

**A Follow-up Letter on Completions is Sent to Local Leaders.**—Likewise, a second follow-up letter is sent out to local club leaders by the state club office or the agent regarding the completions of 4-H club work in each project.

**A Seal of Achievement is Awarded to Each Standard 4-H Club upon Completion of its Work.**—A gold seal of achievement is awarded to each club to be placed on the charter at the close of each project that the club completes as a standard 4-H club.

**How the 4-H Club Achievement Button is Awarded to Each Member Upon Completion of Club Work.**—A 4-H club achievement button is awarded by the Extension Service of the Missouri College of Agriculture to each member who completes the project work and makes the final report. A first year button is awarded to the member upon the completion of one project in club work. A second year button is awarded to a member upon the completion of a second project in club work. A third year button is awarded to a member upon completion of a third project in club work.

(This is the last year that the Agricultural Extension Service will be able to provide 4-H club achievement buttons for counties free of cost. Beginning with 1926, the county or local organizations sponsoring 4-H club work, will provide whatever achievement buttons are used locally. The Agricultural Extension Service will carry a quantity of achievement buttons for distribution among the counties and communities at actual cost. All clubs organized after August 1, 1925, will be provided with achievement buttons, if awarded, by the county or local community.)

## DIVISION OF RESPONSIBILITY IN CONDUCTING 4-H CLUB WORK

All 4-H club work in Missouri is conducted by the Extension Service of the University of Missouri College of Agriculture in cooperation with the U. S. Department of Agriculture.

The Agricultural Extension Service consists of the administrative staff, organization and subject matter extension specialists, with headquarters in Columbia, and the district agents, the county extension and home economics agents, with headquarters in their respective districts and counties—but all representing the University of Missouri College of Agriculture.

Within the state, the responsibility of conducting 4-H club work is divided as follows:

**THE STATE:**—The state workers of the Extension Service of the Missouri College of Agriculture.

**THE COUNTY:**—The county extension and home economics agents and the district agents of the Extension Service of the Missouri College of Agriculture.

**THE COMMUNITY:**—A local community organization, or advisory committee sponsoring 4-H club work, and the local club leader and assistant.

**Cooperative Assistance Offered in Agent Counties.**—The Agricultural Extension Service will offer cooperative service in club work in a total of 52 agent counties, 10 counties of which have both county extension and home economics agents, and 42 counties of which have only county extension agents. The same service will be offered to any additional agent counties that may be added during the year.

The state club staff will offer a total of 208 days of cooperative field service, or an average of approximately 4 days to each county with the

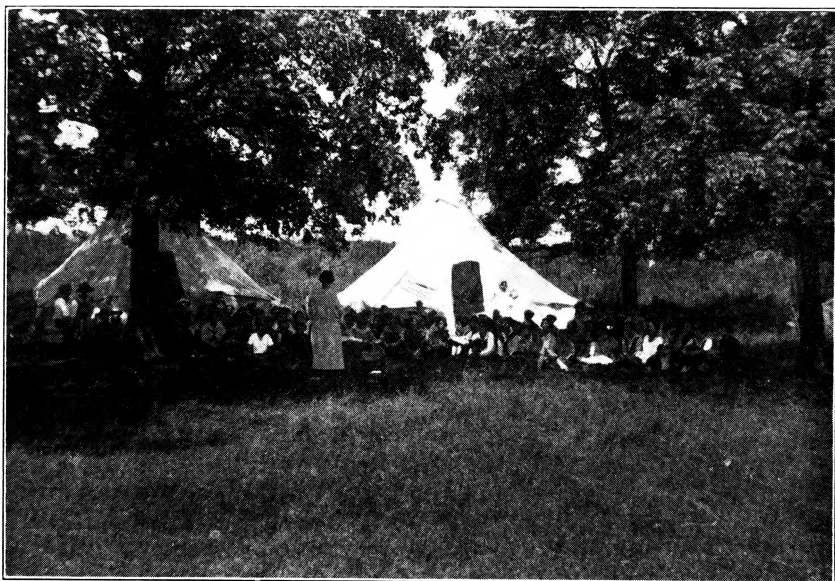


Fig. 1.—A typical 4-H Club camp in which three Missouri counties took part

agent present, the time to be divided as needed in as far as possible as suggested by the following schedule:

- (1) Local club leaders' planning conference..... 1 to 2 days each.
- (2) Assisting agents in summarizing results of club project work for the year..... $\frac{1}{2}$  to 1 day each.
- (3) Conference with agents in setting up club goals and in calendarizing club work for the next year..... $\frac{1}{2}$  day each.
- (4) Assisting in securing community advisorv

- committees, local leaders, etc. .... 1 day each.  
 (5) Other activities ..... 1 day each.

As a general practice, the extension specialists of the Missouri College of Agriculture will offer about two days of cooperative field service per county with the agent present, in each of their respective projects, the total amount of time depending largely upon the amount of subject matter assistance needed in the various club projects. This time will be used mainly for giving agents and local club leaders cooperative assistance in subject matter conferences, in helping to conduct club tours and round-ups, in helping to purchase good live stock, etc. for club project work; in assisting in analyzing and summarizing the results of 4-H club work in their special projects for the year as needed and as their time will permit, and in conducting promotion work in unorganized territory.

**Cooperative Assistance Offered in Non-Agent Counties.**—Extension service in 4-H club work is available in some form for all non-agent counties of Missouri, the amount of time depending upon the cooperation offered locally. In any county where there is a county-wide organization sponsoring 4-H club work, the state club staff will offer cooperative assistance in as many counties as time will permit about as follows:

- (1) Local club leaders' planning conference ..... 3 days each.
- (2) Assisting in summarizing results of club work  
for the year ..... 1 day each.
- (3) Conference in setting up club goals and in  
calendarizing club work for the next year ..... 1 day each
- (4) Securing community advisory committees,  
local club leaders, etc. .... 1 to 2 days each.
- (5) Other activities ..... 1 day each.
- (6) Club meeting demonstrations ..... 4 days each
- (7) Club tours, round-ups, achievement exercises,  
etc. .... 1 day each.

The extension specialists of the Missouri College of Agriculture will give subject matter assistance in non-agent counties as their time will permit, but only as can be arranged for with the state club staff at the time the clubs are organized in each county, respectively.

The county extension and home economics agents, or the county superintendents of schools or project leaders in non-agent counties, and the local club leader, may plan this division of labor together to an advantage for conducting the particular club project work adopted in the local community.

**TABULATION OF RESPONSIBILITIES FOR CONDUCTING 4-H CLUB WORK  
COOPERATIVELY**

Events in club program for the year.	Time and place.	What the local club leader will do.	What the agent, county superintendent or project leader, will do.	What the Extension Service of the College of Agriculture will do.
Club leaders' planning conference.	Central place before clubs are organized if possible.	Attend.	Arrange. Notify. Attend. Conduct.	Furnish club or subject matter specialist.
Enroll club members.	About community center. Date ----	See some boys and girls. See parents.	Assist local leader if necessary.	Provide organization supplies.
Organize club.	At community center. Date. ----	Arrange. Organize. Distribute literature. Report enroll.	Assist leader if necessary. Supply literature. Report enrollment.	Provide club literature.
Hold six or more regular club meetings	Time ---- Place ----	Direct club meetings. Visit members.	Attend one or more meetings. Visit members.	
County club tour if project requires it.	Decided by agent, leaders, county supts. or project leader.	Make local arrangements. Attend. Be responsible for own club.	Arrange. Attend. Conduct.	Provide specialist for exhibiting judging demonstrating.
Local achievement exercise or round-up.	(same as above)	Arrange. Attend. Conduct. Collect records.	Attend. Present achievement buttons, if merited.	
County Fair. County round-up picnic, or camp.	Secure information from agt. co. supt. or project leader.	Make local arrangements. Attend. Be responsible for own club.	Arrange. Attend. Conduct.	Specialist may be provided, depending upon conditions.
State Fair. Junior Farmers' Week. District fair.	Secure information from agt. co. supt. or project leader.	Secure information from agt. co. supts or project leader.	Be responsible for county club delegation according to state plans.	Arrange. Notify. Attend. Conduct.

After a cooperative plan has been worked out and adopted, it is recommended that typewritten copies of the plan be made to guide the local club leader and the county extension and home economics agents, or the county superintendent of schools or project leader in non-agent counties, in their work.

**SUGGESTIVE STEPS IN DEVELOPING THE COOPERATIVE 4-H  
CLUB PROGRAM**

**Selection of Local Advisory Committee**

1. A local advisory committee of an established and active com-

munity organization should be made responsible for the club work locally; or, in the absence of an organized community, an adult advisory committee of from 3 to 5 members should be appointed to sponsor club work locally. As a general rule, club work should be spread from year to year only about as fast as new communities can be organized.

### **Selection of Local Club Leader**

2. The community advisory committee should select a local club leader, and if possible an assistant for every club. This selection is usually made in cooperation with the county extension or home economics agent, or by the county superintendent of schools or project leader in non-agent counties.

### **Conference With Local Club Leader**

3. Conferences should be held with individual club leaders before they enroll members and organize any clubs. A planning conference should be held with club leaders as early in the club year as possible.

### **Club Membership Requirements**

4. In as far as possible, all members of a club should be selected from the same community and they should be encouraged to adopt the same club project work.

If fewer than five members are enrolled in the same project, they will be classified as "junior cooperators", who will be eligible to exhibit their club products competitively, but ineligible to compete in club judging and demonstration contests.

All boys and girls of Missouri who are 10 years of age when enrolling and who are under 21 years of age when reporting, are eligible to become members of an organized club. A regularly enrolled club member is one who belongs to an organized club with its own officers in charge, and who is working under the direction of a local club leader on a farm or home club project, in cooperation with the Extension Service of the Missouri College of Agriculture.

Mature club members who also act as club leaders of the same club of which they are members, will be classified as leaders, and will be ineligible to enter club contests for awards in exhibiting, judging or demonstrating the same club project work.

All members of a club judging or a club demonstration team shall be selected from one organized club. As a general rule, club members are expected to exhibit, to judge, and to demonstrate only in club projects in which they have had farm or home project experience.

**Demonstrations in Club Work**

5. In as far as practicable, leaders should be encouraged to teach club members in the regular club meetings by the demonstration method. In turn, every club member should be encouraged to demonstrate some useful phase of club project work to others, first as individuals, and then as teams of two or three members each.

**SCORE CARD FOR JUDGING 4-H CLUB DEMONSTRATION TEAMS**

(1) Subject matter.....	30 points.
(2) Team work.....	20 points.
(3) Skill.....	20 points.
(4) Results.....	15 points.
(5) Practicability.....	15 points.
TOTAL.....	100 points.

**Presenting Club Work to New Communities**

6. Club work usually can be presented best to new communities by the use of visiting demonstration teams and by club groups that give demonstrations of typical club meetings. It also can be well presented by members who have achieved in club work, by leaders of successful clubs, by use of moving pictures and lantern slides, by talks on club work, and by club stories and news articles.

**Setting Up Club Goals**

7. Clubs should be encouraged to set up club goals when the club groups are organized, as:

- “Every member will be present at every club meeting.”
- “Every member will complete the project work and make a report.”
- “We will can 500 jars of fruit, vegetables, and meats.”
- “We will produce a ton of pork.”
- “We will send a team to Junior Farmers’ Week.”
- “We will send a demonstration and judging team to the State Fair.”
- “We will attend the county camp.”

**Ranking Club Achievements of Members, Club Groups and Counties**

8. Every club member should be encouraged to complete the project work and hand in to the local club leader a complete record book on or before the achievement exercise is held. Members should be encouraged to write the achievement club program into their record books before the program is held as it is planned, and not wait to include an account of the achievement meeting after it has been held. The local

club leader should credit the achievement champions in the secretary's record book with whatever ranking or awards they may merit at the achievement exercise.

(1) SUGGESTIVE SCORE CARD FOR RANKING THE MEMBERS OF A 4-H CLUB.

- a. Part taken by the member in club activities...40 points.
  - (a) Attendance at club meetings.
  - (b) Part taken in club meetings.
  - (c) Part taken in exhibiting, judging, and demonstrating club products.
  - (d) Part taken in the achievement exercise, round-up, club tour, etc.
  - (e) Part taken in club camp, picnics, Junior Farmers' Week, State Fair, etc.
- b. The record book and club story.....20 points.
- c. The product made or produced and owned by the club member, and quality of results secured (Animal, grain, garments, etc.).....40 points.
- TOTAL.....100 points.

(2) SUGGESTIVE SCORE CARD FOR RANKING 4-H CLUB GROUPS

- a. Percentage of members enrolled who completed their club work.....40 points.
- b. Number of public team demonstrations given 5 points.
- c. Rank in competitive judging and demonstration contests.....25 points.
- d. Rank in exhibit of club products.....15 points.
- e. Part taken in special club group activities, achievement exercises, trips camps, etc.....15 points.
- TOTAL.....100 points.

(3) SUGGESTIVE SCORE CARD FOR RANKING 4-H CLUB WORK ON A COUNTY BASIS

- a. Percentage of members enrolled who completed their club work.....200 points.
- b. Percentage of organized clubs that completed their club work.....150 points.
- c. Percentage of townships each with one or more organized clubs.....100 points.
- d. Number of local club meetings held.....100 points.
- e. Percentage of attendance at club meetings 100 points.

- f. Special club activities held or part taken  
in same.....150 points.
- g. Number completing club work for first year,  
second year, third year, and fourth year ----200 points.
- TOTAL.....1000 points

**The “Ear-Marks” of 4-H Club Work**

8. Leaders should be encouraged to teach club members the “ear-marks”, of 4-H club work on all proper occasions, as: the club songs and yells, the 4-H club emblem and the club pledge, the national club motto, and the national club colors.

(1) THE 4-H CLUB PLEDGE:

“As a true club member, 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 and my country.”

(2) THE NATIONAL 4-H CLUB COLORS:

Green and White.

(3) THE NATIONAL 4-H CLUB MOTTO:

“To make the best better.”

(Additional mottoes—“I’ll learn to win without boasting and to lose without squealing.” “I will beat my own record.”)

(4) THE NATIONAL 4 H CLUB EMBLEM: The Four-Leaf Clover.  
(Good Luck)

**Making the Club Report**

9. Each local club leader in agent counties will summarize all the club record books of the individual club members in the club secretary’s record book, and then send the record books of all the club members and the secretary’s record book to the county extension and home economics agent.

County extension and home economics agents will provide each local club leader with a large self-addressed envelope, requiring no postage, in which to send the club reports to the agent’s office.

The individual club members’ record books and the secretary’s record book will be collected and filed at the agent’s office until an extension specialist for the project or a member of the state club staff of the Missouri College of Agriculture, can arrange to assist at the county office in analyzing and checking up the club project work for the year.

The club secretary's record book and the four most outstanding record books of the county in each project will then be forwarded by the agent to the state club office for record.

In non-agent counties, all record books of the individual club members will be summarized in the club secretary's record book and sent with the club secretary's book direct to the State Club Office, Columbia, Missouri, where the summary will be checked. The state club office will supply local club leaders in non-agent counties with self-addressed envelopes, requiring no postage, in which they will send their club reports to the state club office.

The four most outstanding record books in each project will be retained temporarily from each county by the state club office in order that state-wide championship contests may be decided.

All record books will be returned to the local club leaders for the club members.

### **Making the Annual Report in Agent Counties**

10. In making the annual report, agents will note the following explanations:

- (1) Club members who were tentatively enrolled but who never actually started their project work, should not be counted in the annual report.
- (2) Club members who actually started the project work but afterwards quit or failed to make reports, should be included in the annual report.
- (3) Clubs that are organized after August 1 are next year's clubs, since they will not complete their club work until the next year, therefore they should not be counted in the annual report in any way for the current year. Clubs that are organized in the fall should not attempt to complete their work in time to report by November 15.
- (4) All members who are under 21 years of age when reporting should be included in the annual report.
- (5) An advanced club member who also leads the same club of which he or she is a member, should not be included in the annual report for club work, except as a leader.

### **STANDARD 4-H CLUB REQUIREMENTS**

(These requirements apply to all clubs)

1. A standard 4-H club shall have a membership of at least 5 (10 to 21 years of age) who are working on the same club project.
2. There shall be a local club leader or an assistant leader in charge

during the club year from the time the club is organized until the final reports are made.

3. The club shall have a regular set of officers elected from its own membership. (Usually these officers are: President, Vice-President, Secretary, Song and Yell Leader, and Club Reporter.)
4. There shall be a definite program of work for the club year. (The club project plan provided by the Extension Service of the Missouri College of Agriculture usually is adopted.)
5. There shall be at least six regular club meetings held during the year with the club officers in charge. (A local achievement exercise or local round-up may be included as a club meeting.)

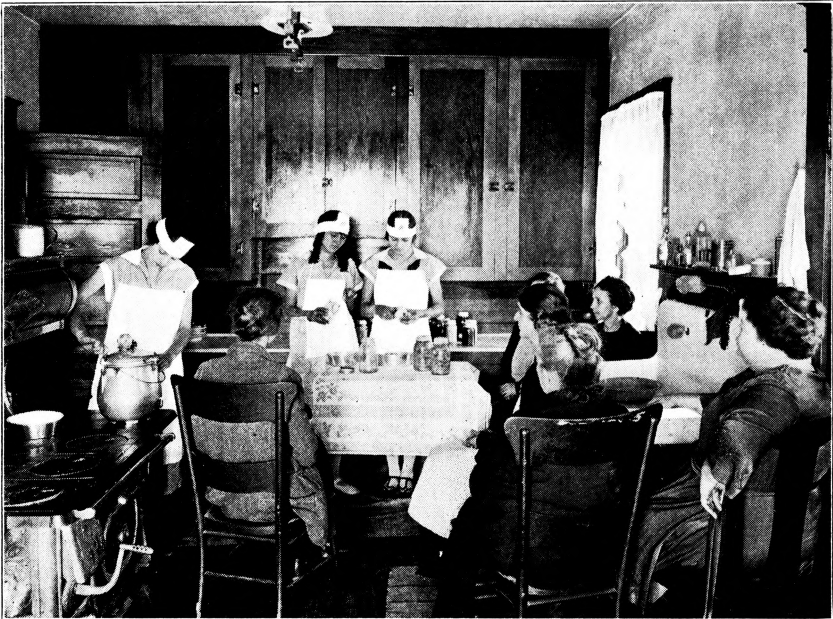


Fig. 2.—A 4-H Club team demonstrating canning by approved methods.

6. An exhibit of club products shall be held at some time during the club year. (This exhibit may or may not be competitive.)
7. There shall be a judging contest held in which the members will judge their club products.
8. There shall be at least one public demonstration given. (This may be given by a team of two or three members.)
9. An achievement day or club round-up shall be held during the club year. (The Club exhibit, judging and demonstration work may be given as part of the achievement club program, if desired.)

10. At least 60% of the members shall complete the club project work and file a report with the local club leader.

**Explanations.**—A standard 4-H club charter will be issued to each club as soon as the first four requirements suggested above are complied with.

A seal of achievement will be issued to each club that meets all the standard 4-H club requirements when the project work is completed and the reports are made and accepted.

### BOYS' AND GIRLS' 4-H CLUB PROJECTS

The following announcement contains a brief explanation of the revised plan of each 4-H club project that is being conducted by the Extension Service of the Missouri College of Agriculture in cooperation with counties, local communities and schools of the state.

#### ANIMAL HUSBANDRY

##### Market Pig Club Project

**Object.**—The object of the market pig club work is to organize boys and girls into groups to demonstrate feeding for economy and rapidity of gain, approved practices in swine management, swine judging and marketing; and to train the members in rural leadership.

**Work Required.**—Each club member is required to feed and care for one or more pigs (three barrows preferred) for four months or more, according to instructions of the Extension Service, of the Missouri College of Agriculture, and to exhibit the pigs at a round-up at the close of the club work for the year.

**Records Required.**—Each club member is required to keep a record of the weights of the pig, or pigs, at the beginning and at the close of the club project work, the cost and amount of feeds used, a financial statement of the operation, and to write a story of the club experiences for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own one or more weanling pigs farrowed after March 1 (three barrows preferred) that weigh from 40 to 70 pounds each, sired by a purebred boar, and to provide the necessary feed, which will approximate 800 pounds of grain. (A uniform schedule of feed prices will be recommended to club members in June.)

**Time Required.**—Time required to feed and care for the pigs.

Time for attendance at six or more club meetings.

Time for one all-day club tour.

Time for one day for a club round-up or achievement exercise at close of the year's work.

**Organization.**—The market pig club should be organized in April. The club project work should be started in May and should continue for four or more months until the last of September or early October.

### **Pure Bred Gilt Club Project**

**Object.**—The object of the purebred gilt club work is to organize boys and girls into club groups to demonstrate the method of properly developing breeding stock, approved methods of swine feeding and management, swine judging and marketing; and to train members in rural leadership.

**Work Required.**—Each club member is required to feed and care for a purebred weanling sow pig from the time she weighs about 40 pounds, and to grow her for a breeding gilt, according to instructions of the Extension Service of the Missouri College of Agriculture, and to exhibit her at a round-up at the close of the year's work.

**Records Required.**—Each club member is required to keep a record of the weights of the pig at the beginning and at the close of the club project work, the cost and amounts of feeds used, a financial statement of the operation, and to write a story of the club experiences for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own a purebred weanling sow pig and to provide the necessary feed to grow it to a weight of about 200 pounds by October. (A uniform schedule of feed prices will be recommended to club members in June).

**Time Required.**—Time to feed and care for the pig.

Time for attendance at six or more club meetings.

Time for one all-day club tour.

Time for one day for a club round-up or achievement exercise at the close of the year's work.

**Organization.**—The purebred gilt club should be organized in March or April. The club project work should be started in May and should continue until the last of September or early October. (This club should be continued for one year more as a sow and litter club.)

### **Sow and Litter Club Project**

**Object.**—The object of the sow and litter club work is to organize boys and girls into groups to demonstrate methods of caring and feeding of sow before farrowing and at farrowing time, caring for the young pigs

and feeding out of the litter, methods used in recording the gilt, judging, fitting and showing; and to train the members in rural leadership.

**Work Required.**—Each club member is required to feed and care for a purebred gilt from at least two weeks before farrowing time, and to feed and care for her during the remaining period of pregnancy, at farrowing time and during the growth of her litter of pigs until a show or round-up in the fall, when the pigs should be of breeding size or ready for market. The majority of litters should be fed with the view of sending all to market for pork when from six to seven months of age, at which time the pigs should weigh 200 to 225 pounds each. The pigs should be farrowed, preferably in March, and all boar pigs, other than exceptionally good pigs, should be castrated and fattened for pork.

**Records Required.**—Each club member is required to keep a record starting when the sow farrows, the expenses and amount of feed used, the number and sex of pigs farrowed, the weight of the litter produced, and a financial report of the operations, and to write a story of the club experiences for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own a purebred gilt, and to provide feed enough to carry the sow and to grow or fatten the litter to about 200 pounds each by October. This will require about 800 to 850 pounds of grain for each pig brought to this weight. In addition, the member will pay the cost of immunizing the litter against cholera. (A uniform schedule of feed prices will be recommended to club members in June). The gilt should farrow soon after March 1.

**Time Required.**—Time required to feed and care for the sow and litter.

Time for attendance at six or more club meetings.

Time for one all-day club tour.

Time for one day at a club round-up, or achievement exercise at the close of the year's work.

**Organization.**—The sow and litter club should start any time from December 15 to not later than about two weeks before the pigs are to be farrowed, (preferably in March) and it should continue until the litter is shipped to market, or until the gilts in the litter are of breeding age in the fall, generally in October.

### Baby Beef Club Project

**Object.**—The object of the baby beef club work is to organize boys and girls into groups to demonstrate baby beef feeding and management, economy of production, use of balanced rations, cattle judging and exhibiting; and to train the members in rural leadership.

**Work Required.**—Each club member is required to feed, care for and exhibit a purebred or grade steer, sprayed or martin heifer, born between January 1 and September 1 of the year previous to the one in which the calf is shown, with preference for April, May and June calves, according to instructions of the Extension Service of the Missouri College of Agriculture.

The calf must be started on feed on or before April 1, and fed for at least six months, separate from other farm animals, without the use of a nurse cow.

A club member may feed more than one calf but will be permitted to show only one. In case a member feeds more than one calf, he or she must on April 1 designate to the club leader the calf that will be entered in the baby beef show.

**Records Required.**—Each club member is required to keep a record of the weight of the calf at the beginning and at the close of the feeding period, (from April 1 for a period of at least six months,) and to keep a complete record of weights, feed used, their cost and other expenses, and to write a story of the club activities for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own a purebred or grade steer, spayed or martin heifer, of one of the beef breeds, and to provide the necessary feed.

**Time Required.**—Time necessary to feed and care for the calf.

Time for attendance at six or more club meetings.

Time for one all-day club tour.

Time for one day at a club round-up or achievement exercise at the close of the year's work.

**Organization.**—The baby beef club may be organized any time from November to March. Record keeping starts on April first, and may be completed any time after October 1.

### **Pure Bred Beef Heifer Club Project**

**Object.**—The object of the purebred heifer club work is to organize boys and girls into groups to demonstrate the feeding and management of purebred cattle for breeding purposes, the selection of breeding stock, economical feeding, practical breeding, judging and showing; and to train the members in rural leadership.

**Work Required.**—Each club member is required to feed, care for and exhibit a pure bred heifer, born between January 1 and September 1 of the year previous to the one in which the calf is shown, according to instructions of the Extension Service of the Missouri College of Agriculture.

The calf must be started on feed on or before April 1, and fed for at least six months, separate from other farm animals.

A club member may feed more than one calf but will be permitted to show only one. In case a member feeds more than one heifer, he or she must on April 1 designate to the local club leader the heifer that will be entered in the show.

**Records Required.**—Each club member is required to keep a record of the weight of the heifer at the beginning and at the close of the feeding period (from April 1 for a period of at least six months), and to keep a complete record of weights, feeds used, their cost and other expenses, and to write a story of the club activities for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own a purebred heifer of one of the beef breeds, and to provide the necessary feed.

**Time Required.**—Time necessary to feed and care for the heifer.

Time for attendance at six or more club meetings.

Time for one all-day club tour.

Time for one day at a club round-up, or achievement exercise at the close of the year's work.

**Organization.**—The purebred heifer club may be organized any time during the fall and winter. Record keeping starts on April 1, and may be completed any time after October 1, (It is recommended that the heifer be bred and retained as a foundation for a purebred herd. The club should finally end by showing produce of the original heifer).

### **Beef Calf Club Project—For Calves Born After September First**

(This project is tentatively offered for this year and its continuance in the future will depend upon results secured.)

**Object.**—The object of the beef club work is to organize boys and girls into groups to demonstrate beef feeding and management, economy of production, use of balanced rations, cattle judging, and exhibiting; and to train the members in rural leadership.

**Work Required.**—Each club member is required to feed, care for and exhibit, according to instructions of the Extension Service of the Missouri College of Agriculture, a purebred or grade steer, spayed or martin heifer calf born after September 1.

The calf shall be started on feed by the time it is three months old, and fed until the time of the round-up, separate from other farm animals, without the use of a nurse cow, except that a calf may nurse its own mother.

A club member may feed more than one calf but will be permitted to show only one in the county show, and not more than two calves in the

American Royal Show. In case a member feeds more than one calf, he or she must on April 1 designate to the club leader the calf that will be entered in the local show.

**Records Required.**—Each club member is required to keep a record of the weight of the calf at the beginning and at the close of the feeding period, (from April 1 until the round-up) and keep a complete record of weights, feeds used, their costs, and expenses, and to write a story of club activities for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own a purebred or grade steer, spayed or martin heifer calf of one of the beef breeds, and to provide the necessary feed. The member, or his or her father, must own the mother of the calf. The member must charge on the feed record \$3.00 per month for the use of the cow from April 1 until the calf is weaned.

**Time Required.**—Time necessary to feed and care for the calf.

Time for attendance at six or more club meetings.

Time for one all-day tour.

Time for one day for a club round-up or achievement exercise at the close of the year's work.

**Organization.**—Clubs for beef calves born after September 1 may be organized any time from November to March. Record keeping starts on April 1 and may be completed any time after October 1.

(Calves developed in this club will be approved for showing in the local county show and at the American Royal Livestock Show at Kansas City, Missouri. Separate classes should be provided at local and county shows for calves and junior yearlings.)

### **Ewe and Lamb Club Project**

**Object.**—The object of the ewe and lamb club work is to organize boys and girls into groups to demonstrate approved practices of sheep husbandry in the production of early lambs for market; and to train the members in rural leadership.

**Work Required.**—Each club member is required to feed and care for 3 to 5 ewes and their lambs from at least two weeks prior to lambing until the lambs have reached market weight, (lambs should reach a market weight of about 65 pounds by June), to dock and castrate the lambs when they are from ten days to two weeks old, to creep feed grain to the lambs while suckling, and to shear the ewes or have them sheared, (usually during the latter part of April or the first part of May), according to the instructions of the Extension Service of the Missouri College of Agriculture.

**Records Required.**—Each club member is required to keep a record of the cost and amount of feed used both for the ewes and lambs beginning at the lambing time. (usually in February), a statement of the cost and sale of stock or produce as wool, the amount of wool shorn from the ewes, and to write a story of the club experiences for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own 3 to 5 ewes, and to provide the necessary feed for the ewes and their lambs, which will approximate 200 pounds of hay and 50 to 60 pounds of grain per ewe, the amount depending mainly upon climatic conditions.

**Time Required.**—Time necessary to feed and care for the ewes and lambs.

Time for attendance at six or more club meetings.

Time for one all-day club tour.

Time for one day at a club round-up or achievement exercise at the close of the year's work.

**Organization.**—The ewe and lamb club should be organized in October or November. The ewes should be secured not later than January, and the work should be completed in June. (Extra good lambs may be retained for showing.)

### Fat Lamb Club Project

**Object.**—The object of the fat lamb club work is to organize boys and girls into groups to demonstrate how to fatten spring lambs for the fall market, and how to grow out ewe lambs to be retained for breeding purposes; and to train the members in rural leadership.

**Work Required.**—Each club member is required to feed and care for one or more ewe or wether lambs for a period of three or more months from weaning until marketing date, (some lambs may be kept until October or November for the fall shows), according to the instructions of the Extension Service of the Missouri College of Agriculture.

**Records Required.**—Each club member is required to keep a record of the weights of the lamb or lambs at the beginning and at the close of the club project work, the cost and amounts of feed used, the cost and selling price, and to write a story of the club experiences for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own one or more ewe or wether lambs, (5 to 10 preferred) and to provide the necessary feed for them.

**Time Required.**—Time necessary to feed and care for the lambs.  
Time for attendance at six or more club meetings.  
Time for one all-day club tour.  
Time for one day at a club round-up or achievement exercise at the close of the year's work.

**Organization.**—The fat lamb club should be organized in February, March or April. The club project work should start in May or by the first of June after the lambs have been weaned. The work should be completed before December. (In August western feeder lambs may be secured for not less than 90 day feeding period.)



Fig. 3.—A 4-H Club team demonstrating how to prepare a baby beef animal for the show ring.

### Stock Judging Club Project

**Object.**—The object of the stock judging work is to organize boys and girls into club groups for the purpose of teaching the members how to distinguish the different types and breeds of livestock, and how to judge the various types of farm animals by comparison; and to train the members in rural leadership.

**Work Required.**—Each club member is required to learn the breed characteristics of all farm animals, to become familiar with the use of the score card, and to learn what constitutes proper conformation, according to the instructions of the Extension Service of the Missouri College of Agriculture.

In the beginning of the study of livestock judging, members will be required to score 4 draft horses or mules, 4 beef cattle, 4 dairy cattle, 4 lard hogs, 4 bacon hogs (if available) and 4 sheep. Members are required to take part in local judging contests and clubs are required to send a judging team of three members to a county contest, if one is held.

**Records Required.**—Each member of a stock judging club is required to keep records of the work accomplished at each club meeting, such as the number of animals of each class scored, the name of the instructor and the subject presented, and other facts relative to the work, on record sheets provided by the Extension Service of the Missouri College of Agriculture.

**Expense.**—None.

**Time Required.**—Time for attendance at six or more club meetings, with weekly or bi-weekly meetings preferred, for a period of at least two months.

Time to make club tours to visit farms having good livestock.

Time to take part in a local judging contest.

**Organization.**—Stock judging clubs may be conducted at any time of the year, but preferably between September 1 and May 1.

## DAIRY HUSBANDRY

### Dairy Calf Clubs

**Object.**—The object of the dairy calf club work is to organize boys and girls into club groups for the purpose of demonstrating approved methods of dairy cattle feeding and management, of record keeping, something as to the meaning of pedigrees and their values, dairy cattle judging, fitting and exhibiting, buying and selling prices, and to train the members in rural leadership.

### First Year Dairy Club Project

**Work Required.**—Each club member is required to feed and care for a dairy calf up to the breeding age.

**Records Required.**—Each club member is required to keep an account of all operations involved in the feeding, care and management of the calf and to write a story of the year's work in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own a heifer calf and to furnish all feed necessary for the project.

**Time Required.**—Time to care for the dairy calf.

Time for attendance at each of six to twelve meetings.

Time for one all-day club tour.

Time for one all-day round-up at the close of the year.

Time for attendance at a public achievement exercise at the close of the year's work.

**Organization.**—The first year dairy club may be organized at any time, but preferably so that the animals can be bred sometime between November 1 and February 1, at which time the second year's work should be started.

### Second Year Dairy Club Project

**Work Required.**—Each club member is required to feed and care for a dairy heifer calf from the time of breeding through the first calving period.

**Record Required.**—Each club member is required to keep an accurate account of all operations involved in the feeding, care and management and breeding of the yearling heifer, and to write a story of the year's work, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own a yearling dairy heifer and to furnish all feed necessary for the project. A member may start with the second year's work or may continue the second year's work with the calf used during the first year's work.

**Time Required.**—Time to care for the dairy heifer.

Time for attendance at each of six to twelve meetings.

Time for one all-day club tour.

Time for one all-day round-up at the close of the year.

Time for attendance at a public achievement exercise at the close of the year's work.

**Organization.**—Old clubs will start the second year's work at the close of the first year's work. It is preferable to start new clubs on the second year's work in January.

### Third Year Dairy Club Project

**Work Required.**—Each club member is required to feed and care for a producing dairy cow for a period of one year, preferably beginning about the freshening time.

**Records Required.**—Each club member is required to keep an accurate account of feeds, rations, calving, breeding, milk and butter

fat production, value of same, and profit or loss, (milk and butter fat production will be determined by weighing the milk daily and by making monthly tests) and to write a story of the year's work, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own a producing dairy cow and to furnish all the feed necessary for the project, and to own jointly with other members of the club a small enclosed Babcock tester with the necessary supplies, unless such an outfit is available in the community. (Estimated cost of tester—\$18.00 to \$20.00)

**Time Required.**—Time to care for the dairy cow.

Time for attendance at each of six to twelve club meetings.

Time for one all-day club tour.

Time for one all-day roundup at the close of the year.

Time for attendance at a public achievement exercise at the close of the year's work.

**Organization.**—Old clubs will start at the close of the second year's work. New clubs may start the second year's work at any time, with preference for freshening cows in the fall.

### Cow Testing Club Project

**Work Required.**—Each club member is required to keep a record on one or more producing dairy cows of the home farm (preferably on all cows if there are five or fewer) for a period of two months (60 days), to make daily weights of the milk from each cow by milkings, to make butter fat tests of the milk of each cow once each month and preferably once each week, to measure and weigh one day's feed each month and to use these weights as an average for the number of days in the month, and to make a progress report of the results secured at each club meeting.

**Records Required.**—Each club member is required to keep an accurate account of the daily weights of milk, the record of the tests for butter fat, the kinds and amounts of feed used, and a brief narrative report of each club meeting, on record blanks provided by the Extension Service of the Missouri College of Agriculture.

**Expense.**—Each member should own jointly with the other members of the club a small enclosed Babcock tester with the necessary supplies, unless such an outfit is available in the community.

**Time Required.**—Time for attending to the cows of mornings and evenings.

Time for attendance at six club meetings, weekly meetings preferred.

Time for attendance at a public achievement exercise at the close of the project work, or at the time of the county club achievement day.

**Organization.**—The cow testing club should be organized between September 1 and November 1, and should continue for 60 days.

## ENTOMOLOGY

### Bee Club Project

**Object.**—The object of the bee club is to organize boys and girls into groups for the purpose of demonstrating to the members profitable methods of honey production, and the value of bees to horticulture, also to demonstrate to the community the value of modern methods of bee culture; and to train the members in rural leadership.

**Work Required.**—Each club member is required to own and care for one or more colonies of bees and to produce economically as great a quantity as possible of comb, extracted, or chunk honey.

The essentials to be observed are:

- a. Selection of a well-bred Italian Queen.
- b. A standard hive with movable frames.
- c. Frames equipped with full sheets of foundation wired.
- d. Shallow or deep supers.
- e. Provision for adequate bee pasture.
- f. Harvesting of crop at the proper time.
- g. Proper wintering and feeding.
- h. Exhibiting and judging honey for quality.

**Records Required.**—Each club member is required to keep an accurate account of all operations, expenses and receipts, and activities at club meetings, and to write a story of the club experiences for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own and to be responsible for one or more colonies of bees, and to secure the necessary equipment and supplies to properly conduct the project.

**Time Required.**—Time to care for the project.

Time for attendance at six or more club meetings.

Time for a one day club tour.

Time for a county show, if held.

Time for attendance at a community round-up, or achievement exercise at the close of the year's work.

**Organizations.**—The club should be organized during March or April so as to be ready to start the home project work before May 1. Reports for the project work should be made by November 15. The bee club work should then be continued as a project on wintering.

### FIELD CROPS

**Object.**—The object of the club work in field crops is to organize boys and girls into groups for the purpose of demonstrating to the members and to the community approved methods of production and crop management to the end that better practices may be adopted; and to train the members in rural leadership.

#### Corn Club Project I and II

**Work Required.**—Corn Club I—Each club member who is doing the work for the first time is required to raise at least one acre of corn, demonstrating the use of pure seed of an adapted variety, proper methods of seed bed preparation and corn culture, and field selection of seed corn.

**Work Required.**—Corn Club II—Each club member who is doing the work for the second time, or for two successive times, is required to raise at least five acres of corn, demonstrating the use of pure seed of an adapted variety, proper methods of seed bed preparation and corn culture, and field selection of seed corn.

**Records Required.**—Each club member is required to keep an account of all operations, hours and cost of labor necessary to produce the crop, cost of seed and fertilizer, and any other necessary expense. Also an account of receipts, a record of each meeting, and a story of the club work for the year, should be given in the record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own the crop and to be responsible for the demonstration field, and to buy his own seed and fertilizer, and to secure any tools necessary for cultivating the crop.

**Time Required.**—Time for necessary work to produce the crop.

Time for attendance at each of six club meetings.

Time necessary for one local exhibit.

Time for a county or state exhibit is optional.

Time for attendance at an achievement exercise at the close of the year's work.

**Organization.**—Corn clubs should be organized in February or March. The crop season is from April to October, varying with local conditions.

### Grain Judging Club Project

**Object.**—The object of the grain judging work is to organize boys and girls into club groups for the purpose of teaching the members how to identify the different varieties of grains by comparison, and how to test, judge and store seed corn; and to train the members in rural leadership.

**Work Required.**—Each club member is required to learn how to identify the different types of corn and the different varieties of Dent corn, how to select, test and store seed corn, and how to judge single ear and ten-ear samples. Each member is required to test a ten-ear sample of corn and to make a written report of the same.

Members are required to judge wheat, oats, soybeans, cowpeas, and clover seed, and to make germination tests of some of them.

Members are expected to make an exhibit of a ten-ear sample of corn, also to place a pint of each of wheat, oats, soybeans, and cowpeas in a local exhibit, and to take part in a local judging contest. In addition they will be expected to take part in a county exhibit. The club should be represented by a team of three members in a county judging contest in case one is held.

**Records Required.**—Each member of a grain judging club is required to keep records of the different varieties of grains studied, tested, scored and judged, and to give a written report of results secured in each case and also a summary of the year's work, on a record blank provided by the Extension Service of the Missouri College of Agriculture.

**Expense.**—Some communities may not grow all the classes of grains included in this project, in which case it will be necessary to secure samples of a pint or a quart of each for study. Otherwise there would be no expense.

**Time Required.**—Time for attendance at each of six or more club meetings, preferably held once each week.

Time to make collection of grains, and to do other work required in the project.

Time for taking part in a local judging contest.

**Organization.**—Grain judging clubs may be organized anytime before January, and should be completed by April.

### Cotton Club Project

(Offered especially for Southeast Missouri)

**Work Required.**—Each club member is required to raise and to market at least one acre of cotton, using the best cultural methods, which include proper preparation of seed bed and approved cultural practices together with proper spacing, the growing of adapted varieties, and the

use of phosphate fertilizer; also weighing up the crop, keeping records, and attending and taking part in all club activities are required.

**Records Required.**—Each club member is required to keep an accurate account of all operations, expenses and receipts, hours of labor, and record of work done at club meetings, and to write a story of the year's work, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own the crop and to be responsible for the demonstration field, and to secure pure seed of adapted varieties, fertilizer, materials recommended for insect control as needed, and any tools necessary for cultivating the crop.

**Time Required.**—Time for attendance at each of six club meetings.

Time necessary for work on the crop.

Time for one day for a club tour.

Time for one day for a county show or achievement exercise at the close of the year's work.

**Organization.**—All clubs should be organized in March or April so that the cotton can be planted about the first week in May. No clubs should be organized after May 1. All work should be completed and reports made before December 1.

### Soybean Club Project

**Work Required.**—Each club member is required to raise at least one acre of soybeans, (a five-acre demonstration field is to be preferred) using approved cultural practices, which include proper preparation of seed bed, the growing of one of the five following standard varieties, Morse, Midwest, Haberlandt, Virginian, or Wilson, and harvesting the crop.

**Records Required.**—Each club member is required to keep an accurate account of all operations, expenses and receipts, hours of labor, etc. as called for in the record sheet furnished by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own the crop and to be responsible for the demonstration field, and to secure his own seed, fertilizer and any tools necessary for cultivating the crop.

**Time Required.**—Time for necessary work to produce the crop.

Time for attendance at each of six club meetings.

Time necessary for making a local exhibit.

Time for attendance at an achievement exercise at the close of the work for the year.

**Organization.**—The club should be organized in March or April, and all reports should be completed by November.

### Grain Sorghum Growing Club Project.

(Offered especially for Ozark section)

**Work Required.**—Each club member is required to raise not less than one acre of grain sorghum, (A five-acre demonstration field is recommended), using approved cultural practices and keeping complete records.

**Records Required.**—Each club member is required to keep an accurate account of all operations, expenses and receipts, hours of labor, etc., as called for in the record sheet furnished by the Extension Service of the Missouri College of Agriculture.



Fig. 4.—A 4-H Club team demonstrating better potato production.

**Ownership Required.**—Each club member is required to own the crop and to be responsible for the demonstration field, and to secure his own seed, fertilizer, and any tools necessary for cultivating the crop.

**Time Required.**—Time for necessary work to produce the crop.  
Time for attendance at each of six club meetings.  
Time necessary for making a local exhibit.  
Time for attendance at an achievement exercise at the close of the work for the year.

**Organization.**—The club should be organized in March or April, and all reports should be completed in November.

## HOME ECONOMICS

### GARMENT MAKING CLUBS

#### Garment Making Project I—Household Articles

**Object.**—To teach some of the fundamentals of sewing by making household articles.

To interest the girls in sewing and improving the appearance of the home.

To teach the selection of suitable designs, colors, and materials for household articles.

To teach how to repair garments.

To develop community spirit and to train the members in rural leadership.

**Work Required.**—This work deals with the making of household articles. It takes up the making of simple articles and all the stitches used on them. There are four groups and each member is required to select and make one article from each group.

Group I	Group II	Group III	Group IV
Tea towel	Pillow case	Laundry bag	Kitchen apron
Hand towel	Dresser scarf	Sewing bag	Sewing apron
Napkin	Table runner	Dust cap	Bungalow apron

In addition each member shall: (1) Remove two stains; (2) Darn two pairs of stockings; (3) Patch two garments.

**Records Required.**—A record book is furnished by the Extension Service of the Missouri College of Agriculture in which each member is required to record cost of materials, a full account of each meeting, and story of club work for the year.

**Expense.**—Each member is required to furnish all materials used in making articles and any sewing equipment necessary.

**Time Required.**—For work on some of the articles at home for a period of three to six months.

For attendance at six or more club meetings.

For help with a local exhibit.

For attending a local achievement exercise at the close of the year's work.

**Organization.**—Any time during the year, with preference for March, April and May for summer clubs, and September, October and November for winter clubs.

### Garment Making Project II—Summer Clothes for Girls

**Object.**—To teach the selection of suitable materials and trimmings for under and outer garments.

To teach the making of under and outer garments.

To teach the selection of artistic, healthful and suitable summer clothes for girls.

To teach the selection of artistic and appropriate accessories.

To develop community spirit and to train members in rural leadership.

**Work Required.**—This work deals with summer clothes for girls. Each member is required:

(1) To make a study of materials for under and outer garments.

(2) To make a wash dress.

(3) To select shoes and a hat, or pictures of these suitable in design to be worn with these clothes.

(4) To select two suitable accessories.

(5) To make three different under garments selected from the list below.

Nightgown	Petticoat	Underwaist	Brassier
Princess slip	Bloomers	Corselet	

**Records Required.**—A Record Book is furnished by the Extension Service of the Missouri College of Agriculture, in which each member is required to record the cost of materials, a full account of each meeting and the story of the Club Work for the year.

**Expense.**—Each member is required to furnish all materials used for garments and any sewing equipment necessary.

**Time Required.**—For work on some of the articles at home for a period of three to six months.

For attendance at six or more club meetings.

For help with a local exhibit.

For attendance at a local achievement exercise at the close of the year's work.

**Organization.**—Any time during the year, with preference for March, April and May for summer clubs, and September, October and November for winter clubs.

### Garment Making Project III—Winter Clothes for Girls

**Object.**—To teach the selection of becoming, healthful, appropriate clothes of suitable materials.

To teach the care and repair of clothes.

To teach the making of under and outer garments.

To teach the selection of artistic, healthful, and suitable winter clothes for girls.

To teach the selection of artistic and appropriate accessories.

To develop community spirit and to train the members in rural leadership.

**Work Required.**—This work deals with the selection, construction, and care of winter clothes. Each member is required:

- a. To study:
  - (a) Principles of correct dress. (line and color).
  - (b) Materials for outer garments according to suitability and wearing qualities.
  - (c) Care and repair of clothing.
- b. To make:
  - (a) Two under garments, a wool dress, and a collar and cuff set.
- c. To select:
  - (a) Shoes and a hat, or pictures of these suitable in design to be worn with these clothes, and one or two artistic and appropriate accessories.

**Records Required.**—A record book is furnished by the Extension Service of the Missouri College of Agriculture in which each member is required to record the cost of materials, a full account of each meeting and the story of club work for the year.

**Expense.**—Each club member is required to furnish all materials necessary for garments and any sewing equipment needed.

**Time Required.**—For work on some of the articles at home for a period of three to six months.

For attendance at six or more club meetings.

For help with a local exhibit.

For attendance at a local achievement exercise at the close of the year's work.

**Organization.**—Any time during the year, with preference for March, April, or May.

### Baking Club Project I

**Object.**—To teach principles underlying bread making and to develop technique so that girls may be able to make good, wholesome, easily digested bread.

To teach girls the importance of baking good bread.

To develop an appreciation of what good bread is and to interest the members in making bread of good quality in their home.

To develop community spirit and to train the members in rural leadership.

**Work Required.**—The first year baking work provides for the making of good, wholesome, easily digested breads. Each club member is required to do at least 16 bakings; Yeast bread (7 bakings), Quick breads (9 bakings).

**Records Required.**—Each member is furnished a Record Book by the Extension Service of the Missouri College of Agriculture in which she is required to keep the number of bakings, record and amount of baking, also an account of each meeting and story of the Club Work for the year.

**Expense.**—Each member is required to supply all ingredients necessary for making breads and any tools or equipment needed in baking, and an apron and cap of regulation style for demonstration work.

**Time Required.**—For work on some of the required duties at home.

For attendance at six or more club meetings.

For attendance at the local achievement exercise at the close of the year.

**Organization.**—Any time during the year, with preference for March, April or May, for summer clubs, and September, October or November for winter clubs.

## CANNING CLUBS

### Canning Club Project I

**Object.**—To teach the relation of an adequate supply of fruits and vegetables to health.

To increase the use of vegetables in the winter diet.

To demonstrate the best methods of canning food.

To save the surplus food in the gardens.

To develop an interest so that the club members will successfully can fruits and vegetables for the winter months.

To develop community spirit and to train the members in rural leadership.

**Work Required.**—This work is concerned with the canning of fruits and vegetables by the cold-pack method. Each member is required:

(a) To can 12 jars of fruit (at least three varieties)

(b) 18 jars of vegetables (at least three varieties)

**Records Required.**—A Record Book is furnished by the Extension Service of the Missouri College of Agriculture in which each member is

required to report the variety, amount, cost and spoilage of product a report of each meeting, and the Story of Club Work for the year.

**Expense.**—Each member must supply the products to be canned, any equipment necessary for canning, and a cap and apron of regulation style for demonstration work.

**Time Required.**—For doing some of the required work at home.

For attendance at six or more club meetings.

For help with a local exhibit.

For attendance at a local achievement exercise at the close of the year's work.

**Organization.**—The usual canning season is from April to September, but the clubs should be organized in April or May so that the work can be started in May or June.

## Canning Club Project II

**Object.**—To give additional practice in canning fruits and vegetables, and to teach methods of canning meat.

To teach principles and to develop skill in other methods of preserving, such as the making of jelly, preserves and fruit butters.

To develop community spirit and to train the members in rural leadership.

**Work Required.**—The second year canning work continues canning by the cold-pack method, adding meats, preserves and jelly making. Each club member is required:

To can 24 jars of fruit and vegetables.

To can 6 jars of meats (at least two varieties)

To make 12 glasses of jelly (two varieties)

To make 2 jars of preserves (two varieties)

To make 2 jars of fruit butter (two varieties)

**Records Required.**—A Record Book is furnished by the Extension Service of the Missouri College of Agriculture in which each member is required to record variety, amount, cost and spoilage of product, a report of each meeting, and the Story of the Club Work for the year.

**Expense.**—Each club member is required to furnish products to be canned, or preserved, and any equipment necessary for the canning, and a cap and apron of regulation style for demonstration work.

**Time Required.**—For doing some of the required work at home.

For attendance at six or more club meetings.

For help with a local exhibit.

For attendance at a local achievement exercise at  
...the close of the year's work

**Organization.**—The usual canning season for the fruits and vegetables, and the meats canned in the winter season, makes the club year from April until December. These clubs should be organized in April or May so that the work can be started in May or June.

### HOT LUNCH CLUB PROJECT

**Object.**—To keep children well and to help them to develop strong bodies.

To secure better school work from children in the afternoon.

To train children to eat and like wholesome food.

To give children an interest in learning to prepare some simple, wholesome dishes.

To get children to eat more of the cold lunch brought from home.

To develop initiative and a sense of responsibility.

**Work Required.**—This work is concerned with the preparation and serving of one hot dish to be eaten with the cold school lunch. Each member is required to serve for two weeks as cook and for two weeks as assistant cook, the weeks not to be consecutive. As cook each member shall:

1. Keep account of supplies on hand and to be bought.
2. Plan menu for a week at a time with the assistance of the other club members.
3. Keep record of the kind and amount of food donated.
4. Prepare and serve food with the help of the assistant cook.
5. Practice cooking at home the dish to be cooked at school, if she has not made it before.

As assistant each member shall:

1. Help the cook in every way possible but to take no time from school hours.
2. Be responsible for washing and wiping the dishes.
3. Be responsible for cleaning cupboards, utensils, stove, etc.

**Records Required.**—Record sheets are furnished by the Extension Service of the Missouri College of Agriculture on which to report date, cook, assistant, number served, dish served, and a contribution record sheet with the name of the member, date and product contributed.

**Expense.**—Each member is required to furnish herself with a cap and apron of regulation style to use in cooking. Equipment and supplies should be furnished by school boards or community, by entertainments and contributions from the home.

**Time Required.**—Each member is required to go to school a little earlier for the weeks he or she is cook in order to prepare a dish for the lunch, and each cook should practice making the dish at home before serving it at school.

**Organization.**—These clubs should be organized in October, November or December. All requirements should be completed and the reports made before the close of school.

### THE SUPPER CLUB PROJECT

**Object.**—To teach the club girls to improve their own health and that of their families through better food habits.

To teach the club girls what a balanced meal is and its value.

To train the club girls to prepare foods in the best way to promote health..

To teach the club girls the simple, fundamental rules of table service and manners.

**Work Required.**—Each club member is required:

1. To agree to become a health demonstrator.
2. To learn what a balanced meal is and in so far as possible to see that the home meals are balanced.
3. To prepare at least two fruit desserts, cereals for supper twice, potatoes once, tomatoes once, and egg dessert or egg and milk dessert twice.
4. To learn and practice the best way to set the table.
5. To learn and use correct table manners.
6. To learn to prepare and serve a simple, wholesome supper.

**Records Required.**—Record sheets are furnished by the Extension Service of the Missouri College of Agriculture on which to report the date, number and kinds of fruit desserts, cereals, potatoes, tomato, egg and milk dishes prepared, simple rules for setting the table, serving at the table, table manners, and improvement of health.

**Expense.**—Each member is required to furnish herself with a cap and apron of regulation style to use in cooking, individual equipment such as paring knife, teaspoon, tablespoon, measuring cup, and the necessary food for the project.

**Time Required.**—Time to attend at least six club meetings including the achievement day.

Time to do the home work requested.

**Organization.**—These clubs may be organized any time of the year, but preferably in March, April or May.

## HEALTH AND FIRST AID CLUB PROJECT

**Object.**—The object of the health and first aid club is to promote health by emphasizing the daily practice of health habits, by teaching the necessary precautions for avoiding accidents and injuries, and emergency care of those when they occur; and through the club group to develop an interest in community health problems.

**Work Required.**—This work provides for the training of boys and girls in the necessary precautions to avoid accidents and injuries and in caring for the still common emergencies. Each member shall provide a properly equipped medicine cabinet for his or her family.



Fig. 5.—The local club leader demonstrating better clothing practices to the club.

1. To learn and practice the health habits and understand the reasons for so doing.
2. To learn how to make and use bandages.
  - (a) When the skin is not broken, bruises, sprains, dislocations, fractures, etc.
  - (b) When the skin is pierced or broken. How to care for wounds, how to stop bleeding, etc.
3. To learn how to care for common emergencies.
  - (a) Fainting, (b) nose bleed, (c) nausea, (d) vomiting, (e) burns, (f) chills, (g) sunstroke, (h) drowning.

**Records Required.**—Members will be required to keep records of their health habits; the emergencies in which they have assisted; the construction, contents, and use of the medicine cabinets; and a record of the meetings, demonstrations and exhibits held, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Expense.**—Each club member is required to furnish only those supplies which are not already in the home, such as gauze, bandage, cotton, adhesive plaster, etc.

**Time Required.**—For time to practice health habits and bandaging, and to prepare a medicine chest.

For attendance at six or more club meetings.

For attendance at an achievement exercise at the close of the year's work.

**Organization.**—These clubs should be organized in March, April or May for summer club work, and in September, October, or November for winter club work.

## HOUSEHOLD MANAGEMENT CLUBS

### Young Housekeepers' Club Project

(For girls 14-21 years of age)

**Object.**—To develop health and happiness through wholesome mental attitude toward housework and homemaking by applying efficiency methods in doing household tasks.

**Work Required.**—Each club member shall:

Report on a definite study of one household task, comparing time and energy used before and after adopting the standardized method of doing work and her satisfaction with improved method.

Put into practice for one week each of the improved methods of doing work that has been studied by club members.

Test one piece of household equipment and report as per demonstration outline.

Assume the doing of one or more daily tasks for one week, or longer.

**Records Required.**—Each club member shall:

1. Make a report of demonstrations, discussions, and work done by the club leaders, club members and others.

2. Make a complete record of the standardized task carried on and of the testing of household equipment.

3. Write a story of club experiences for the year.

4. All records of the club work shall be kept in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Time Required.**—For attendance at six or more club meetings.

For making a standardized practice of some household duty.

For testing one piece of household equipment,  
and for trying out for one week each of the  
improved methods of doing the work studied.

**Organization.**—The club should be organized in March or April. The work should start the latter part of April or in May and should be completed by October.

### **More Attractive Home Club Project**

(For girls 14 to 21 years of age.)

**Object.**—The object of the more attractive home club is:

- To foster an appreciation of and pride in service in the home.
- To emphasize simplicity and good taste in house furnishings rather than cost.
- To teach care and repair of house furnishings.
- To show how a harmonious and restful interior may be achieved.
- To improve the home grounds by foundation, border and corner planting.

**Work Required.**—Each club member is required:

- To plan a color scheme for a bedroom and adhere to it as closely as possible in making changes.
- To improve window furnishings for one room.
- To rearrange furniture in one room.
- To make at least one article such as a dresser scarf, table runner, curtain, etc.
- To make plan of grounds before and after planting.
- To submit kodak pictures of house before and after planting, if possible.
- To plant at least four shrubs and to grow six varieties of flowers.
- To exhibit her room and take part in the club tour.
- To write a complete story of the work of the club and her own individual work.

**Records Required.**—Each club member is required to keep a record of work done and of each meeting and write a complete story of the club work for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Time Required.**—Time for attendance at six or more club meetings.  
Time for attendance on a demonstration tour.  
Time spent in actual work in making changes in room, planting, grounds, etc.

**Organization.**—The club should be organized in January or February. The More Attractive Home Club Work extends from March 15 to November 15.

## HORTICULTURE CLUBS

### Grape Club Project

**Object.**—The object of the grape club is to organize boys and girls into groups for the purpose of instructing the members in the most profitable methods of growing grapes under local conditions, and to demonstrate to the community the value of certain improved practices and methods; and to train the members in rural leadership.

**Work Required.**—Each club member is required to produce economically as great a yield as possible from 12 or more vines using the best cultural methods, which include the use of good plants, proper pruning, the use of proper fertilizer, thorough cultivation, thorough spraying, careful harvesting and handling, and judging the varieties best adapted to Missouri.

**Records Required.**—Each club member is required to keep an accurate account of all operations, expenses and receipts, and activities at the club meetings, and to write a story in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own and be responsible for the grape club project, and to buy plants (or to grow plants from cuttings) and to provide fertilizer, spray materials, and any tools necessary for cultivating the crop.

**Time Required.**—Time to care for the project.

Time for attendance at each of six club meetings.

Time for a club tour.

Time for a county show.

Time for attendance at a public achievement exercise at the close of the year's work.

**Organization.**—The grape club should be organized early enough so that the plants can be set in early spring. The club should be organized in December, January or February. The club work for the year should close on or before October 1.

### Potato Club Project

**Object.**—The object of the potato club is to organize boys and girls into groups for the purpose of instructing the members in profitable methods of potato production, and for demonstrating to the community the value of these improved practices; and to train the members in rural leadership.

**Work Required.**—The potato project provides for the raising of early or late potatoes. Each member is required to produce economically as large a yield as possible on plots varying from one-tenth to one acre in size, using the best cultural practices, which include the use of certified seed, seed treatment, use of fertilizer, methods of thorough cultivation, insect and disease control, grading, judging and identification of the varieties best adapted to Missouri.

**Records Required.**—Each club member is required to keep an accurate account of all operations, expenses and receipts, and activities at the club meetings, and to write a story in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own the crop and to be responsible for the demonstration field, and to furnish seed potatoes, fertilizer, spraying materials, materials for seed treatment, and any tools necessary for cultivating the crop.

**Time Required.**—Time for necessary labor on the crop.

Time for attendance at each of six club meetings.

Time for one-half day for a club tour.

Time for one day for a county show, if one is held.

Time for attendance at a public achievement exercise at the close of the year's work.

**Organization.**—Clubs that plant early varieties should be organized in February, so that the planting can be done by the middle of March. Reports are to be made not later than September. Clubs that plant late varieties should be organized in June, so that the planting can be done by July 1. This work should be completed by November.

### Sweet Potato Club Project

**Object.**—The object of the sweet potato club is to organize boys and girls into groups for the purpose of teaching the members the best methods of sweet potato growing, and to demonstrate to the community the value of proper methods and varieties, and the effectiveness of disease control measures; and to train the members in rural leadership.

**Work Required.**—Each club member is required to produce economically as large a yield as possible of sweet potatoes on plots one-tenth to one acre in size, using the best cultural practices, which include seed treatment, proper methods of plant growing, thorough cultivation, careful harvesting and handling, field selection of seed, and judging and identification of the varieties best adapted to Missouri.

**Records Required.**—Each club member is required to keep an accurate account of all operations, expenses and receipts, and activities

at the club meetings, and to write a story, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own the crop and to be responsible for the demonstration field, and to buy plants (or to furnish a hot bed and to grow slips), and to provide materials for seed treatment, and any tools necessary for cultivating the crop.

**Time Required.**—Time for attendance at each of six club meetings.

Time for one-half day for a club tour.

Time for one day for a county show, if one is held.

Time for attendance at a public achievement exercise, at the close of the year's work.

**Organization.**—The club should be organized not later than in March, so that the members can bed their potatoes about the first week in April. All work should end by November.

### Tomato Club Project

**Object.**—The object of the tomato club is to organize boys and girls into groups for the purpose of instructing the members in the most profitable methods of tomato growing under local conditions, and to demonstrate to the community the value of certain improved practices and methods; and to train the members in rural leadership.

**Work Required.**—Each club member is required to produce economically as great a yield as possible from 100 or more plants, using the best cultural methods, which include the use of good seed, growing strong healthy plants by transplanting, spraying the plant bed, use of fertilizer, early planting, thorough cultivation, field selection of seed, careful harvesting and handling, and judging and identification of the varieties best adapted to Missouri.

**Records Required.**—Each club member is required to keep an accurate account of all operations, expenses and receipts, and activities at the club meetings, and to write a story, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own the crop and to be responsible for the demonstration field, and to buy plants (or to grow plants from seed), and to provide fertilizer, spray materials, and any tools necessary for cultivating the crop.

**Time Required.**—Time for attendance at each of the six club meetings.

Time for one-half day for a club tour.

Time for one day for a county show, if one is held.

Time for attendance at a public achievement exercise at the close of the year's work.

**Organization.**—The tomato club should be organized in February so that a hot bed can be made in March. The work should close by October.

## POULTRY HUSBANDRY

### First Year Poultry Club Project—Baby Chick Club

**Object.**—The object of the first year poultry club work is to organize boys and girls into groups for the purpose of introducing pure bred poultry from high producing strains, to demonstrate proper methods of hatching and rearing chicks; and to train the members in rural leadership.

**Work Required.**—*The Hundred Egg Club*—Each club member is required to set at least 100 purebred eggs or to buy 75 baby chicks between February 1 and May 1. The goal shall be to raise at least twenty purebred pullets to maturity.

*The Thirty Egg Club.*—Each club member of the beginner's club is required to set at least 30 purebred eggs or buy at least 25 baby chicks between February 1 and May 1. The goal shall be to raise at least six purebred pullets to maturity.

**Records Required.**—Each club member is required to keep an accurate account of all costs, hatching date, feeds and profits of the club work, and an account of each meeting and story of the club work for the year, in a record book provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member is required to own the chicks and to provide the feed used.

*The Hundred Egg Club*—Each club member shall have access to a brooder house and brooder stove. The sale of the cockerels should come within \$3.00 or \$4.00 of financing the total food cost until November 1. If 100 eggs are purchased they will cost approximately \$10.00. If 75 baby chicks are purchased, they will cost approximately \$15.00. By using baby chicks, the cost of incubation is omitted.

*The Thirty Egg Club*—The eggs for the beginner's club will cost approximately \$2.50. If brood coops are not available and must be built, they will cost about \$2.50 for each unit of thirty eggs.

**Time Required.**—Time to feed and care for the chicks.

Time for attendance to at least six club meetings.

Time to take part in a try-out for the club demonstration team.

Time for attendance at the club round-up, or achievement exercise at the close of the year's work.

**Organization.**—The first year's poultry club project work extends from March 1 to November 1, when the club work is finished at the annual round-up. The club may be organized any time between September 1 and March 1.

### **Second Year Poultry Club Project.—Flock Management Club**

**Object.**—The object of the second year poultry club work is to organize boys and girls into groups for the purpose of stimulating interest in the proper management of laying stock, to demonstrate the profit in purebred stock for egg production; and to train the members in rural leadership.

**Work Required.**—Each member of the second year poultry club is required to feed, care for and keep a full year's record on at least 20 laying pullets.

**Records Required.**—Each club member is required to keep demonstration farm flock records, which will be furnished by the Extension Service of the Missouri College of Agriculture. This includes a report on the number of eggs gathered, the amount of feed used, the value of the stock on hand, and the value of the products sold or eaten.

**Ownership Required.**—Each club member is required to own a club demonstration flock and to provide the feed used. The pullets for the second year club should cost approximately \$1.50 each, if purchased, and it will require approximately \$1.50 per bird to keep the pullets during the year. If the pullets are mature by November 1, with reasonable care and proper balancing of the feed, they should return an income above feed costs of \$2.50 or more per bird. These birds must be housed separate from the farm flock.

**Time Required.**—Time to feed and care for a club demonstration flock.

Time for attendance to at least six club meetings.

Time to take part in a try-out for the club demonstration teams.

Time for attendance at the club round-up, or achievement exercise at the close of the year's work.

**Organization.**—The second year's club work will extend throughout the entire year, beginning at the close of the first year's work on November 1, and ending October 31. It is recommended that the second year club be composed as nearly as possible of the members who have completed the first year poultry club work.

### Third Year Poultry Club Project.—Poultry Breeding Club

**Object.**—The object of the third year poultry club work is to organize boys and girls into groups for the purpose of demonstrating the methods of breeding high producing fowls; and to train the members in rural leadership.

**Work Required.**—Each member of the third year poultry club is required to raise as many chicks as possible from 10 selected breeding hens that are mated to a certified or pedigreed cockerel.

**Records Required.**—Each club member is required to keep an accurate record of feed costs, and egg production throughout the year, and also a record of the cost of rearing the chicks, on record blanks provided by the Extension Service of the Missouri College of Agriculture.

**Ownership Required.**—Each club member shall own, feed and care for a demonstration flock of 10 breeding hens and shall purchase a certified or pedigreed rooster which should cost from \$5.00 to \$10.00, to mate with the hens. If brood coops are not available and must be built, they will cost about \$2.50 each. Whenever practical, the use of a coal stove brooder and colony house is recommended. Additional profits should be received from the sale of hatching eggs from this breeding pen. As many chicks as possible should be raised by this method as foundation stock for the member's certified flock the following year.

**Time Required.**—Time to feed and care for a club demonstration flock.

Time for attendance to at least six club meetings.

Time to take part in a try-out for the club demonstration team.

Time for attendance at the club round-up or achievement exercise at the close of the year's work.

**Organization.**—The third year poultry club work will extend throughout the year, beginning at the close of the second year's work on November 1, and ending October 31.

It is recommended that the third year club be composed as nearly as possible of members who have had the first and second year work. In voting in new members to the third year club, those having had actual experience in rearing chicks and feeding hens should be shown a preference.

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