The 4-H Forecast

September Newsletter

18 USC 707

Sheridan County 4-H

Sheridan County 4-H Families,

Holy smokes what a summer! I can't begin to tell you all how happy I am that we were able to carry on and have our County Fair. You all worked so hard and I'm thankful you were able to show it off. Parents, your support and encouragement was felt and appreciated by all of us at the 4-H office. Many of you went to State Fair also, that is a huge achievement in itself. Well done everyone! Coming up on October 10th we have our Annual Achievement Program. This year it will be held at the Sheridan Wesleyan Church at 2 pm. Please note- record books are due September 18th. If you're having trouble with the new online platform let us know, we're happy to help. I am excited to read them all!

Lastly, please take a look at the club meeting information at the end of this newsletter as many locations and details have changed.

♡ Emily Swinyer

WHAT'S IN THIS NEWSLETTER:

EVENTS FORECAST

COUNTY FAIR DETAILS
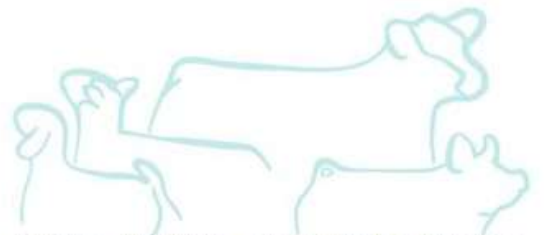
THANK YOU NOTES

RECORD BOOKS

Z SUITE

ACHIEVEMENT PROGRAM

NOMINATIONS

HORSE PROJECT

JUNIOR LEADERS

CLUB INFORMATION

THERE ARE FAR, FAR BETTER THINGS

AHEAD

THAN ANY WE LEAVE BEHIND.
C.S.LEWIS

EVENTS FORECAST

|	
Sept. 1	Wyotana Grizzlies Club Meeting @6, Exhibit Hall
Sept. 2	Livestock Committee @ 6pm, Exhibit Hall
Sept. 3	Sheridan Livestock Club Meeting @ 6pm, Kendrick Park Bandshell
Sept. 3	Buyer Plaques available for Pick Up 4-7 pm, Extension Office
Sept. 9	Renegades Club Meeting @5:30 pm, Exhibit Hall
Sept. 12	Horse Project- Riding Clinic, 5-7pm, Van Dyke Arena
Sept. 13	Tongue River Roundup Club Meeting @2pm, TRVCC-Dayton
Sept. 14	4-H Council @6pm, Exhibit Hall
Sept. 16	Big Horn Cowboys Club Meeting @6:30pm, via ZOOM
Sept. 18	Record Books Submission Deadline! By 5pm
Sept. 19	Critters, Crafts, Cooking Club Meeting @ 10am, Kendrick Park
Sept. 20	Lucky 7 Club Meeting @4pm, ERA Carroll Realty
Sept. 20	Canyon Livestock Club Meeting @4pm, TRVCC-Ranchester
Sept. 21	Junior Leaders Club Meeting, @6pm, Sheridan Wesleyan Church
Oct. 10	Achievement Program @2pm, Sheridan Wesleyan Church
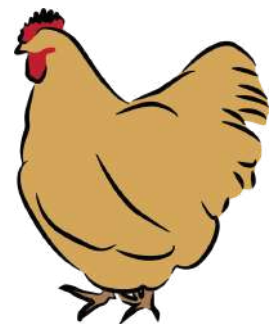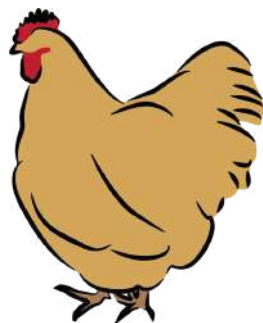
COUNTY FAIR: FINAL DETAILS

COUNTY FAIR BY THE NUMBERS

Total exhibitors: 168

Total animals consigned: 223

Livestock Sale Total: $493,882.50

PICKING UP EXHIBITS FROM STATE FAIR

If you HAVE NOT picked up your State Fair exhibits, do so NOW

THANK YOU NOTES

Buyer Thank You notes (Livestock Sale and Silent Auction) need to be turned in with a stamp to the Extension Office before you can get your check

BUYER PLAQUES

Buyer Plaques will be available at the Extension Office Thursday Sept. 3rd from 4-7pm
YOU MUST get a business card upon delivery...
OR a selfie with your buyer
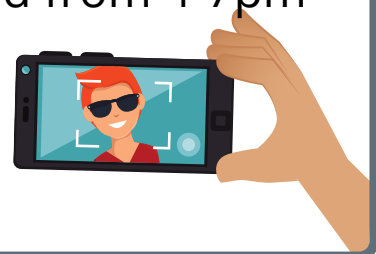
SALE CHECKS

Sale Checks will be ready when all invoices have been paid from buyers and buy-back purchasers

PREMIUM CHECKS

Fair Premiums are being processed.
Stay tuned for pick up information

So, what's the big deal about *Thank You Notes?*

You will need to write multiple notes

- to your buyer (if you sold livestock)
- to the donors who provided funding for prizes and awards

So why does this matter to you?

Like that belt buckle? Thank your donor!

Like your chamber bucks? Thank your donor!

Like that nice jacket? Thank your donor!

Like your new feed scoop? Thank your donor!

The next few pages are FULL of all the steps you need to make to create a profile and begin you record book

4h.zsuite.org

Don't Forget: The chat is <u>VERY</u> helpful! If you've got a question or are having trouble, that's where you go.

Don't Forget your 4-H Year Involvement Report

ZSuite 4-H Record Books & You!
Understanding the new record book system

Create a family profile
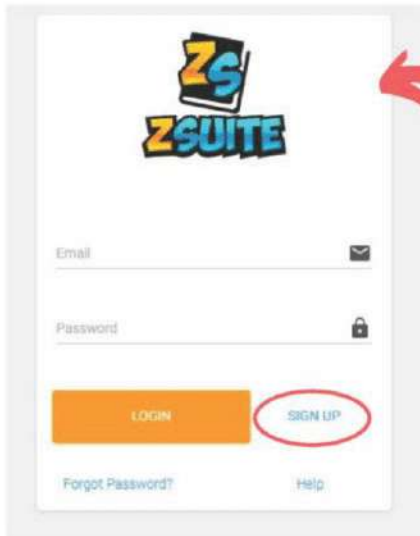
1. Go to **https://4h.zsuite.org/** (open in Google Chrome, not Internet Explorer) You will see a screen like this.
2. As a family creating a new profile, select **Sign Up.**
   a. Fill in the required fields (you can use your same email and password from 4HOnline).
   b. Create a pin number (we recommend an easy-to-remember four-digit number, like the last four numbers of your phone number).
      - REMEMBER your password and pin number, you will need it to access your portfolios!
   c. Select Wyoming and your home County.
   d. Click **Let's Go.**

Add members of family

You should now be directed to the **Dashboard** screen.

1. To add members, in the black drop down menu, select **Household Members**
2. On the next screen, select **+ HOUSEHOLD MEMBER**
3. Fill in the required fields for one of your members.
4. Don't forget to add a club! Click **+ ADD CLUB**
5. Finish by clicking **SAVE**
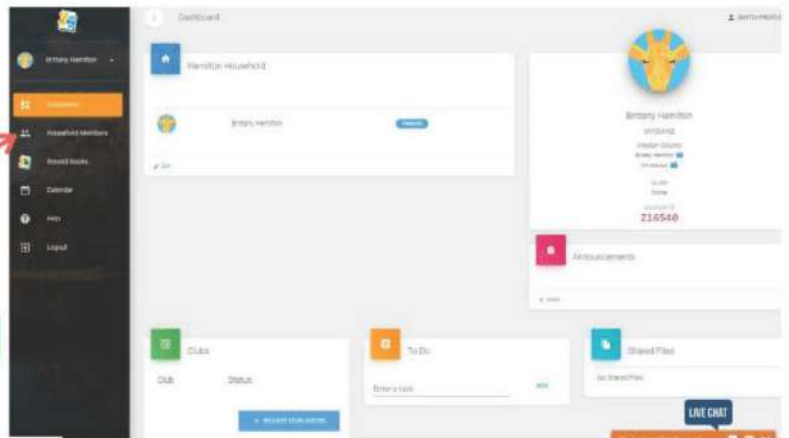
You will return to the **Household Members** screen. The member you added should appear in the list along with yourself. Repeat this process for the other members of your household.
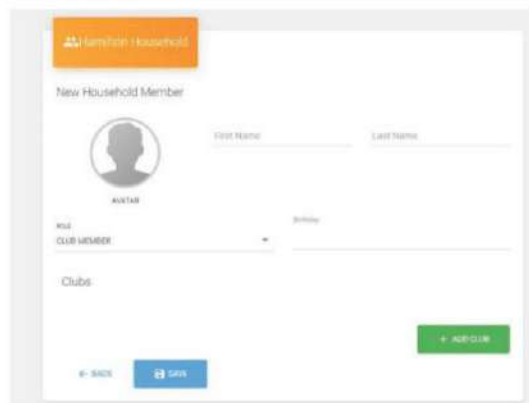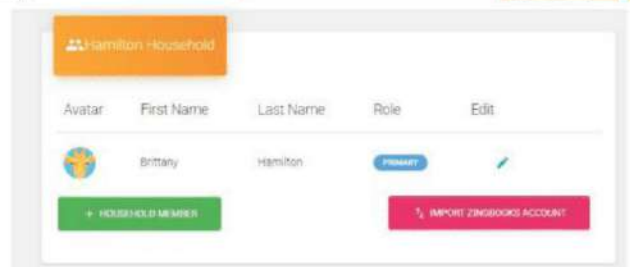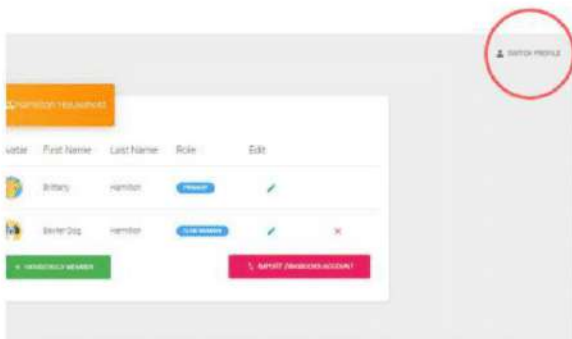
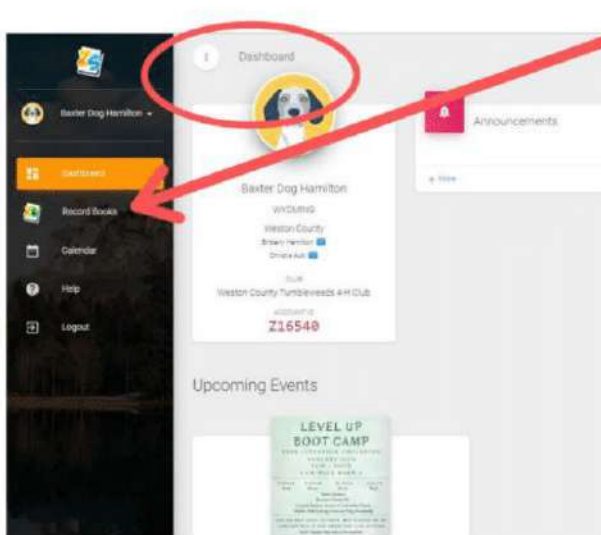*Should you have any questions, you can always use the **Live Chat** located at the bottom right of the screen.

© 2019 ZSuite Stay Amazing! the ZSuite
ZSuite Live Chat Support
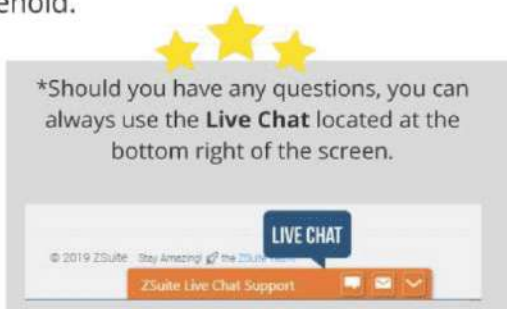
ZSuite 4-H Record Books & You!
Understanding the new record book system

Adding a Record Book

1. Whether you are on the **Dashboard** screen or **Household Members** screen, you will click on 👤 SWITCH PROFILE located at the top right of the screen.
2. Click **Choose Profile** of the member you wish to add a record book for.
3. The next screen is the **Dashboard** for that member's profile.
4. In the black drop down menu, select 🖼️ Record Books
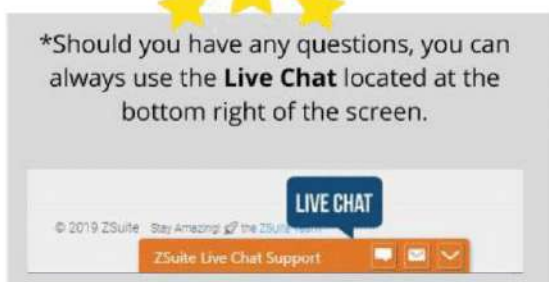5. The next screen is the **Record Books** screen. Click on + RECORD BOOK to add a record book for that member.

6. The next screen should look like this. Fill in the required fields for the project record book you wish to add.

Example:
Project Name: Market Lamb
Club: Elk Mountain Outlaws (auto fills)
Primary Category: Animal Science
Sub Category: Sheep
Record Book Type: Junior Record Book
Start Date: 04/01/2020
End Date: 08/31/2020

7. Finish adding this record book by clicking 💾 SAVE

You will return to the **Record Books** screen. Repeat this process for the remainder of the project record books for that member. **Switch Profile** and select the profile for the next member you wish to add record books for.
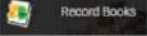
*Should you have any questions, you can always use the **Live Chat** located at the bottom right of the screen.

LIVE CHAT

ZSuite Live Chat Support

ZSuite 4-H Record Books & You!
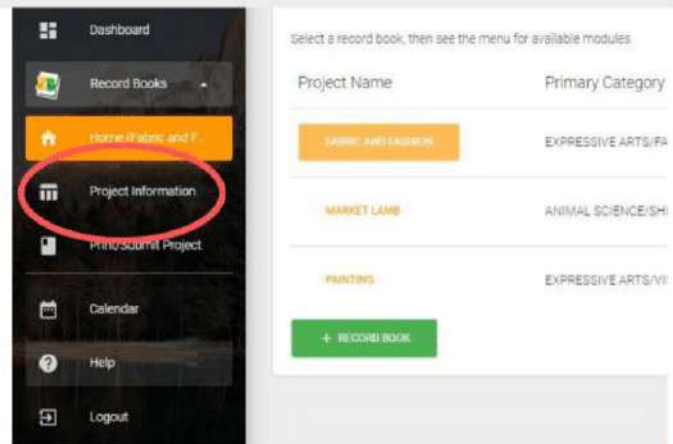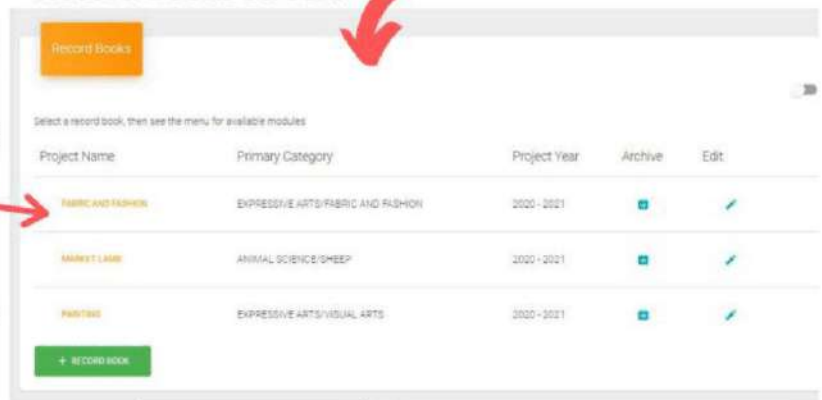## Understanding the new record book system
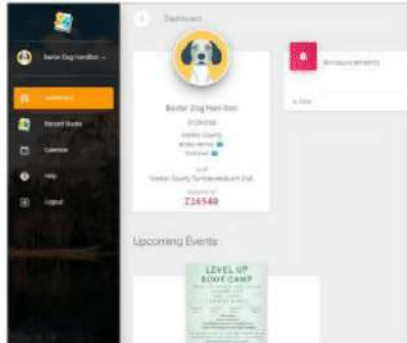
Editing a Record Book/Adding Info

Once all of your child's project records are added, you are ready to edit/add goals!

1. To edit record books from log in page:
   a. Log in using username and password.
   b. Select **Choose Profile** of the member you wish to edit a record book for, this will take you to the member's profile **Dashboard**.
   c. On the **Dashboard** screen in the black drop down menu on the left, select
   d. Your member's list of record books added should now be shown, and you should now be on the **Record Books** screen.

1. To edit record books from **Record Book** screen:
   a. Select the yellow project name of the project you wish to edit.
   b. In the black drop down menu on the left, a new option should appear, and the project name you clicked on should be highlighted.
   c. Click
   d. The next screen is the **Project Information** screen, and a yellow info bar should appear that says Project.
   e. Click the blue tool bar options to add goals, starting supplies, expenses, etc. to your project record.
      i. REMEMBER to only add the goals and items for the project you have selected! Do not put every project's information here!
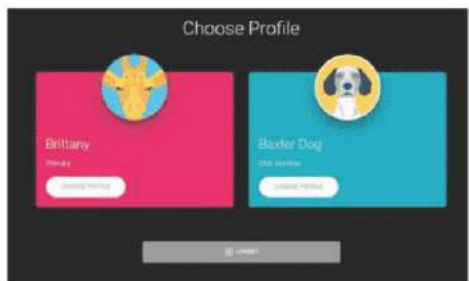
Repeat this process for all individual project record books for each member.
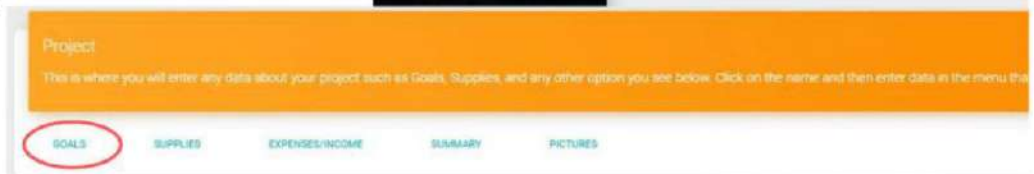
*Note: To return to edit the other project records for the member, click in the black drop down menu on the left of the screen. Select the next project to edit from the list, make sure it is highlighted in yellow, and click

ZSuite 4-H Record Books & You!
Understanding the new record book system

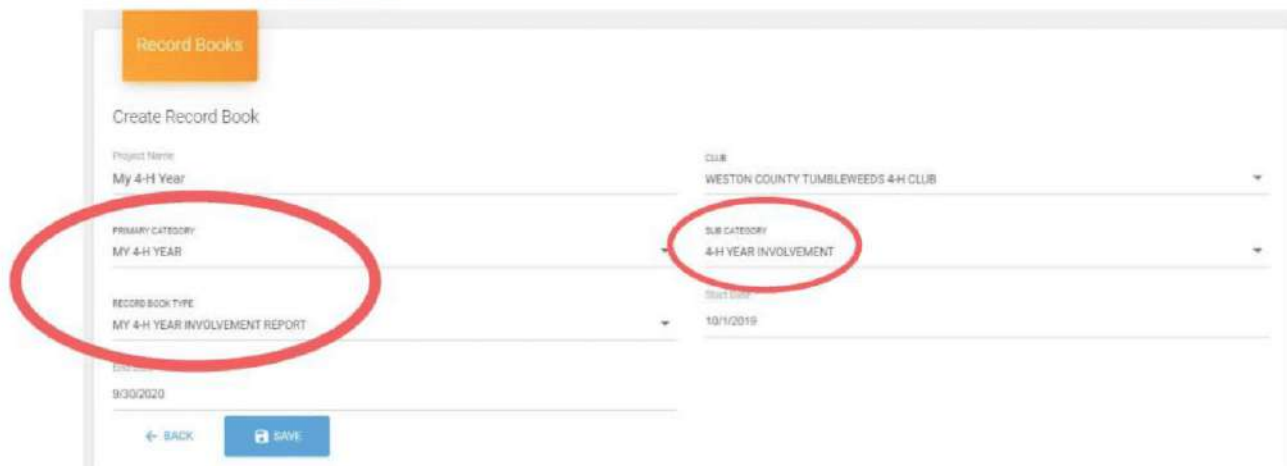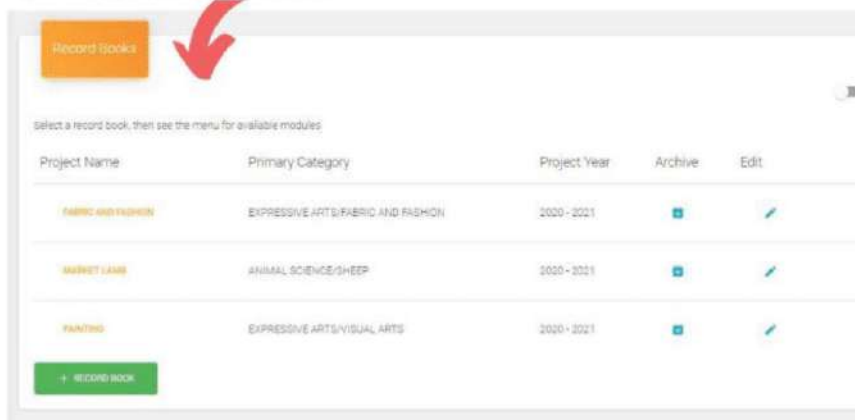## Adding 4-H Year Involvement

Once all of your child's project records are added, and you have entered all of your project information including goals, supplies, expenses, etc., you are ready to add your 4-H involvement information! This includes your leadership, community service, state experiences, etc. This will be the same process as adding a project record.
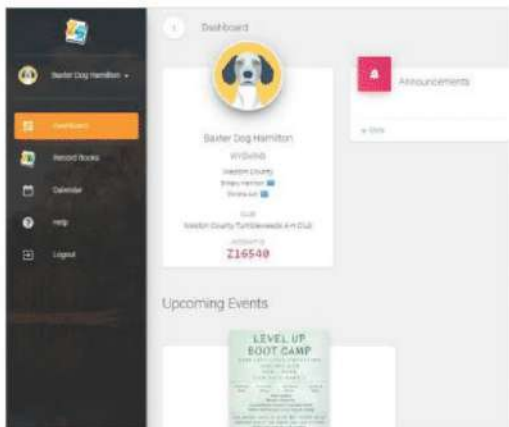
1. To add/edit record books from log in page:
   a. Log in using username and password.
   b. Select **Choose Profile** of the member you wish to edit a record book for, this will take you to the member's profile **Dashboard**.
   c. On the **Dashboard** screen in the black drop down menu on the left, select
   d. Your member's list of record books added should now be shown, and you should now be on the **Record Books** screen.

1. To add 4-H year involvement from **Record Book** screen:
   a. Select
   b. On the **Create Record Book** page, call the project name My 4-H Year.
   c. Under the Primary Category menu, select My 4-H Year; the Sub Category will be 4-H Year Involvement. The record book type will be My 4-H Year Involvement Report
   d. Add beginning and end dates.
   e. Finish by clicking

ZSuite 4-H Record Books & You!
Understanding the new record book system
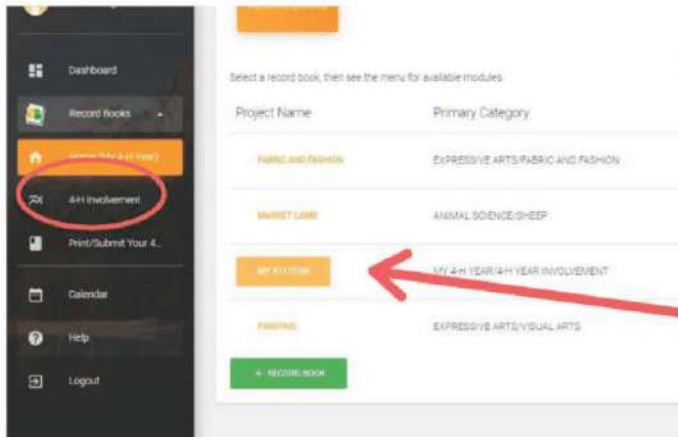
Adding 4-H Year Involvement Cont.

Once you have added My 4-H Year to your projects, you may add your 4-H involvement information, including community service, leadership, etc.

1. To add information to your 4-H Year, select the yellow **My 4-H Year** button from the projects list. In the black drop-down screen to the left, you will see a new option called [4-H Involvement] Select this option.
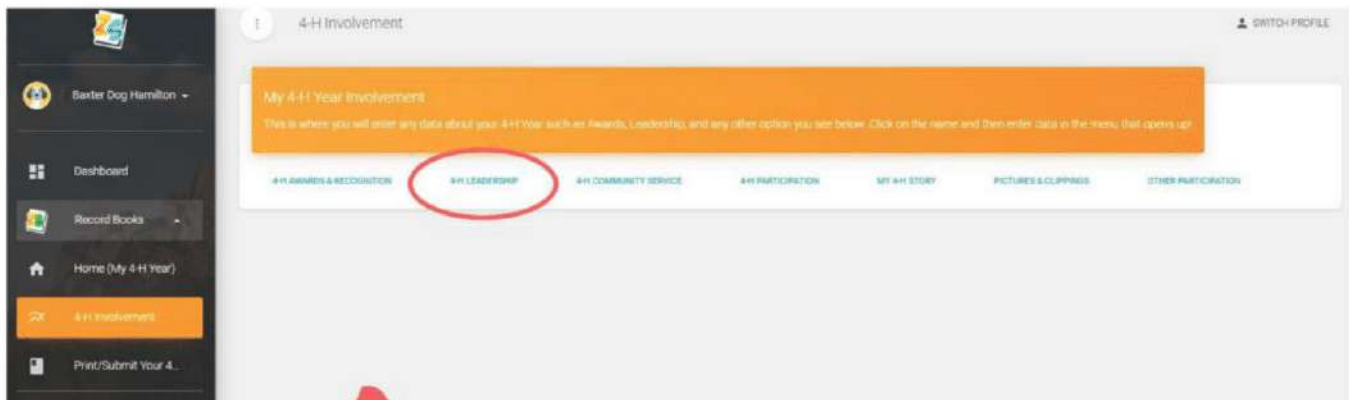

1. The next screen should look like this.
   a. Select any of the **blue** tool bar options to add community service, 4-H leadership, 4-H awards, etc.
   b. The format will be similar to the old online portfolios.
   c. REMEMBER to **Switch Profile** if you have more than one member and repeat this process to add 4-H Year Involvement.

*Note: To return to edit the other project records for the member, click [Home (Market Lamb)] in the black drop down menu on the left of the screen. Select the next project to edit from the list, make sure it is highlighted in **yellow**, and click [Project Information]

*Should you have any questions, you can always use the **Live Chat** located at the bottom right of the screen.
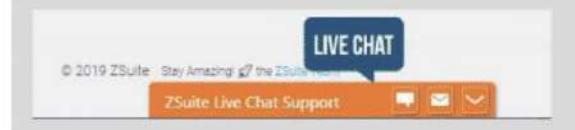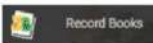
ZSuite 4-H Record Books & You!
## Understanding the new record book system

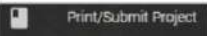## Downloading/Submitting Project Record

After you have entered all of your project information for each project and have completed your 4-H year involvement, you are ready to submit/download/print your record books!
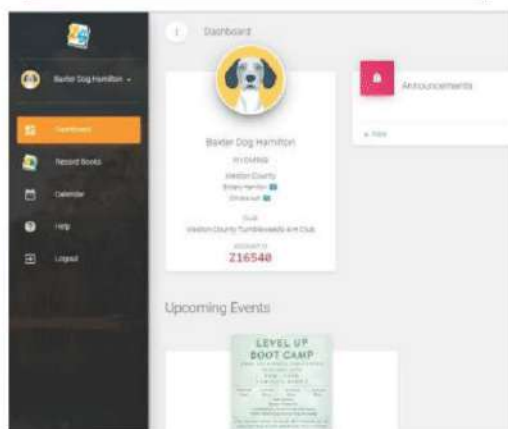
1. To submit/download/print record books from log in page:
   a. Log in using username and password.
   b. Select **Choose Profile** of the member you wish to print a record book for, this will take you to the member's profile **Dashboard**.
   c. On the **Dashboard** screen in the black drop down menu on the left, select
   d. Your member's list of record books added should now be shown, and you should now be on the **Record Books** screen.
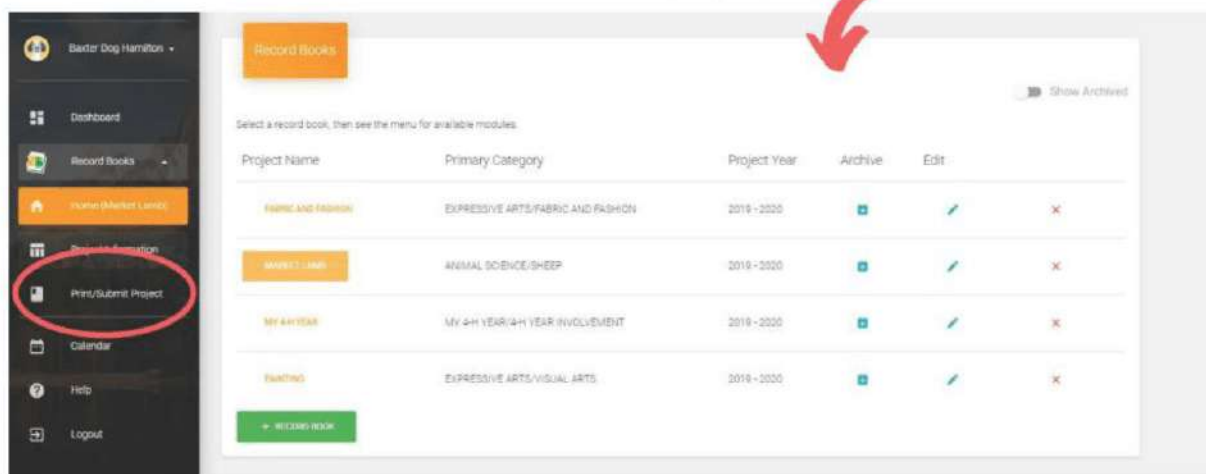
1. From the **Record Books** Screen:
   a. Select the project you wish to download/print/submit, make sure it is highlighted in **yellow**.
   b. In the black drop-down menu to the left, select
   c. You can review the record book, and if there are no changes to be made, download/print/or submit that file.
   d. Repeat this process for all other record books and 4-H involvement for each member when it is time to turn them in or if you would like them saved to your computer.

ACHIEVEMENT PROGRAM

## OCT. 10TH @ 2 PM

NEW THIS YEAR:

Champion Record Books!!

- **Champion Animal Science**
- **Champion Expressive Arts**
- **Champion Healthy Living**
- **Champion Leadership**
- **Champion Natural Resources**
- **Champion Science and Technology**

SHERIDAN WESLEYAN CHURCH

18 USC 707

NOMINATIONS

Our Achievement Program is coming up and we need nominations for our special awards

https://forms.gle/dFwkhc6HtWyUqw5V8
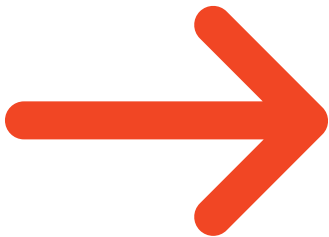
Don't want to type in the link?
I don't blame you!
Check our Facebook Page
for the direct link to the
form or check your email.

CLUB OF THE YEAR!

FRIENDS OF 4-H

OUTSTANDING
LEADERS

OUTSTANDING
PROJECT/CLUB LEADERS

OUTSTANDING
JUNIOR LEADER

CHARACTER
COUNTS

HARD LUCK
AWARDS

HORSE CLINIC

SATURDAY SEPT 12TH 5-7 PM

INSTRUCTION BY: BETSY VANDYKE

PAUL AND AMBER VANDYKE'S ARENA: 757 HWY 14E

RSVP TO AMBER VANDYKE AT 307-461-0132 BY FRIDAY 9/4/20

PIZZA WILL BE PROVIDED

FREE FOR 4-H MEMBERS

RIDING INSTRUCTION

JUNIOR
leaders

Next Meeting
September 21st @ 6 pm
@ Sheridan Wesleyan Church

CITIZENSHIP   RESPONSIBILITY   FAIRNESS   CARING   TRUSTWORTHINESS   RESPECT

Big Horn Cowboys
Leader: Erin Hinton and Jody DeHaven
Phone: 751-4349
Meets: 3rd Wednesday of the month
Time: 6:30 pm
Meeting Place: via Zoom (contact leaders for link)

Canyon Livestock
Leader: Jonalee Watkins and Dawn Sipe
Phone: 307-751-0848
Meets: 3rd Sunday of the month
Time: 4 pm
Meeting Place: TRVCC

Critters, Crafts & Cooking
Leader: Carol French and Chandra Hendricks
Phone: 737-2412
Meets: 3rd Saturday of the month
Time: 10am
Meeting Place: Kendrick Park

Lucky 7
Leader: Jessie Koltiska and Vicki Koltiska
Phone: 307-752-2298
Meets: 3rd Sunday of the month
Time: 4pm
Meeting Place: ERA Carroll Realty

Sheridan Livestock
Leader: Jennifer Forsness and Chris Lamb
Phone: 307-752-8241
Meets: 1st Thursday of the month
Time: 6 pm
Meeting Place: Kendrick Park Bandshell

Tongue River Roundup
Leader: Barb Kepley and Heidi Justus
Phone: 307-461-7967
Meets: 2nd Sunday of the month
Time: 2 pm
Meeting Place: TRVCC Dayton

Renegades
Leaders: Melissa Petzold and Kymberly Brown
Phone: 307-763-9687
Meets: Second Wednesday of the month
Time: 5:30 pm
Meeting Place: Exhibit Hall

Wyotana Grizzlies
Leader: Susie Terry and Kandra Ankney
Phone: 751-2233
Meets: 1st Tuesday of the month
Time: 6 pm
Meeting Place: Exhibit Hall

Please Note:

Meeting places and times may change. Stay in contact with your club leaders and call our office if you have questions

Sheridan County Extension
University of Wyoming
3401 Coffeen Ave.
Watt Agriculture Center
(307) 674-2980
eswinyer@uwyo.edu

THANKFUL

thank·ful | \ 'thaŋk-fəl/ adjective

1. FEELING OR EXPRESSING GRATITUDE: APPRECIATIVE.