

Project Report Form Information Sheet

One Project Report Form should be completed for each 4-H project in which a member is enrolled. The Animal Form should be used for all animal projects including livestock, horse, cat, dog, rabbit, poultry, etc. The General Form should be used for all other projects.

There are three versions of each form based on age level, please use the one that matches the 4-H age (age as of January 1) of the member.

You have been given one copy of the appropriate form(s). You are encouraged to use the form-fillable versions that are available on the Kansas 4-H website at <https://www.kansas4-h.org/resources/4-h-library/awards-and-recognition/ProjectRecognition.html>. If you need additional hard copies of the form, please contact the Extension Office.

VERY IMPORTANT IF YOU PLAN TO USE THE FORM-FILLABLE VERSIONS:

Before you begin to complete Project Report Forms for the year, please make sure you have a current version of Adobe Reader DC. If you do not, you may download a free version, at <https://get.adobe.com/reader/>. When you get to that website, "uncheck" the 3 boxes in the middle column and click on the link circled in green to begin your download. Follow the prompts to download and install Adobe Acrobat Reader DC.

The screenshot shows the Adobe website for downloading Acrobat Reader DC. The page is titled "Step 1 of 3: Download software". On the left, there is a large Adobe logo and the text "Acrobat DC. It's how the world gets work done. View, sign, comment on, and share PDFs for free." Below this, it asks "Are you an IT manager or OEM?" and provides version information: "Version 2020.012.20041 • System requirements".

In the center, under "OPTIONAL OFFERS", there are three checkboxes, all of which are checked and crossed out with a red 'X':

- Yes, install the free McAfee Security Scan Plus utility to check the status of my PC security. It will not modify existing antivirus program or PC settings. [Learn more](#)
- Yes, install McAfee Safe Connect to keep my online activities and personal info private and secure with a single tap. [Learn more](#)
- Install the Acrobat Reader Chrome Extension. By checking the above, I agree to the automatic installation of updates for Acrobat Reader Chrome Extension. [Learn more](#)

Under "GET MORE OUT OF ACROBAT:", there is one checkbox checked and crossed out with a red 'X':

- Install the Acrobat Reader Chrome Extension. By checking the above, I agree to the automatic installation of updates for Acrobat Reader Chrome Extension. [Learn more](#)

On the right, there are two download options:

- Adobe Acrobat Reader DC**: The leading PDF viewer to print, sign, and annotate PDFs. A button labeled "Download Acrobat Reader" (182.15 MB) is circled in green. Below it, a note states: "By clicking the 'Download Acrobat Reader' button, you acknowledge that you have read and accepted all of the Terms and Conditions. Note: Your antivirus software must allow you to install software."
- Adobe Acrobat Pro DC**: Do everything you can do in Acrobat Reader, plus create, protect, convert and edit your PDFs with a 7-day free trial. Continue viewing PDFs after trial ends. A button labeled "Download Acrobat Pro Trial" (921.15 MB) is crossed out with a red 'X'. Below it, a note states: "By clicking the 'Download Acrobat Pro Trial' button, you acknowledge that you have read and accepted all of the Terms and Conditions. Note: Your antivirus software must allow you to install software."

At the bottom, it says "Your system: Windows 10, English" and "Do you have a different language or operating system?". The footer includes "Choose your region", "Copyright © 2020 Adobe. All rights reserved. Terms of use | Privacy | Cookie preferences", and "AdChoices".