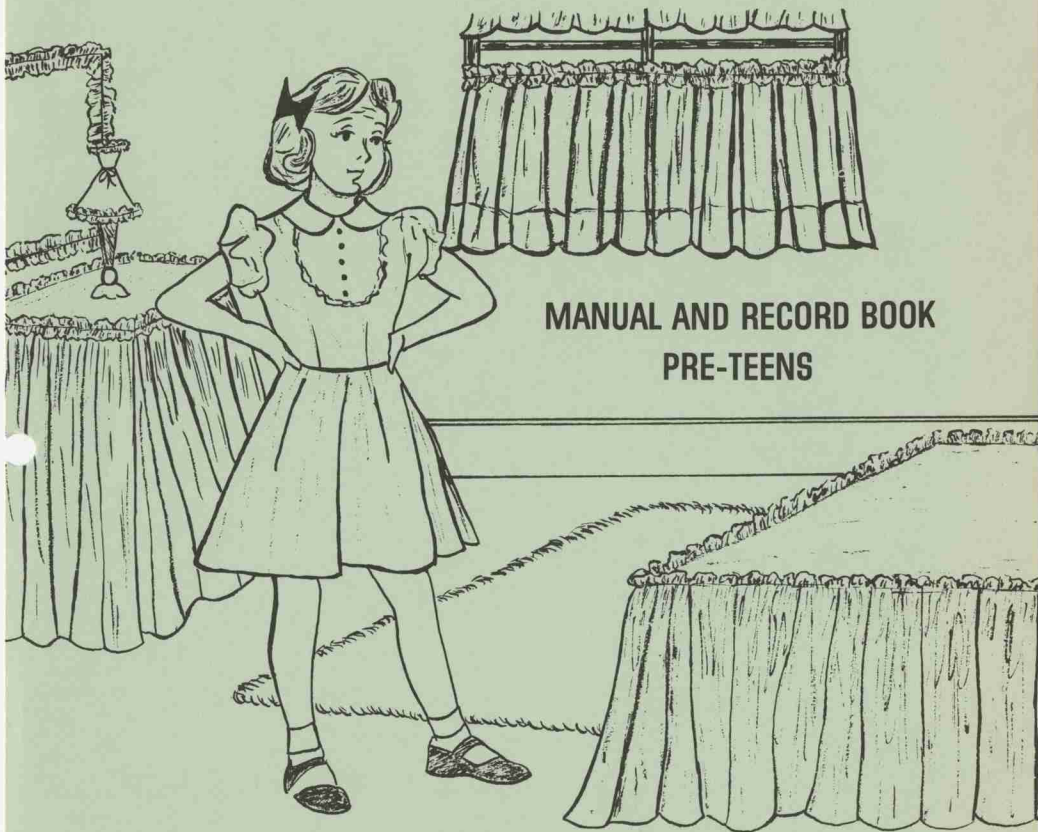


Start With a Small Change

A 4-H HOME IMPROVEMENT PROJECT



MANUAL AND RECORD BOOK PRE-TEENS



Congratulations!! Congratulations to you for wanting to be a good homemaker! Good homemakers help to make good homes, good communities, and a good country.

A good home is comfortable, convenient, attractive, safe, and clean. To have this kind of home requires the cooperation of all the family members. In your 4-H Home Improvement project you will learn how you can help to make your home one of which you will be proud.

Start With a Small Change

Do you like to see a room cheerful and inviting? Do you like to make things? If your answer is yes, this Home Improvement project is for you.

In this project you'll learn about small changes that make a big difference in the appearance and convenience of a room. You and your project friends will have fun working on articles. You can show them at club exhibits during the year.

Before you begin, plan your project carefully and with other members in your family. Ask your mother to read this manual. Then talk with your parents and leader about things you can do for your room.

If you share a room with a sister or brother, let her or him in on your plans. Maybe he or she will be working on this project, too, so you can talk over ideas together. The activities in this room may be planned for any room in your home. Remember--small changes make a big difference!

Small Changes--Where do We Start

Before the meeting

Read the section of this manual that tells you what you will do at the 4-H Home Improvement project meeting.

Tell your mother what you plan to make or do at the meeting.

Look around the house for materials and supplies needed. Ask your mother for suggestions for things you can use.

Enter on your record sheet the cost of supplies you buy.

Collect all the tools and materials you will need to make the article.

At the Home Improvement Project

Wear clothes that are suitable for the work you will be doing.

Listen carefully to your 4-H Home Improvement leader's directions.

Read the directions for the work you will be doing.

Learn all you can from your leader's demonstrations.

Work safely.

Learn how to use and care for your tools.

When you've finished, it's clean-up time. Be responsible for collecting your own supplies and tools.

Help straighten up the meeting place.

After the meeting

Show or tell your family what you did at the meeting.

Bring your record sheet up to date. (It is in the back of this book.)

Look over what you made at the meeting. Did you do your best?

Plan for home work. You will be learning at home, too.

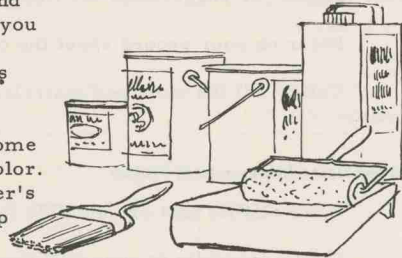
A Special—A Study of Color and Design

Can you imagine what a dreary world this would be without color and design?

Color is one of the things that makes a Home Improvement project so much fun. Design is right there, too, to give beauty of line, proportion, rhythm, emphasis, and so many things. You will use the principles of these in choosing paint, fabric, pictures, and accessories. Everything you put into your room or home will be based on these things.

There is a pamphlet "Color and Designing in Home Improvement" you will want to ask your leader for. This will be one of the first things you study.

Your paint stores will have some color chips you can get to study color. Pieces of fabrics from your mother's sewing scraps, pictures, and lamp bases would be a good basis for a discussion on design.



As we discuss color you will become more and more aware of color, shapes, etc. Nature offers us a treasure chest of color. Think of the beautiful flowers and leaves, the bright, the pastel, and the dark colors.

The more we look, the more colors we see. Some colors are dark, some are light; some are soft, some are bright. Look around you and sharpen your eyes. How many different colors do you see?

The main colors in your room are cues for new color choices. For the articles you make, choose colors that go well with the colors already in the room. What are the main colors in your room?

	<u>Color</u> (Name Colors)	<u>Sample</u> (Use crayon, fabric, paint or other)
WALLS	<input type="text"/>	<input type="text"/>
CURTAINS	<input type="text"/>	<input type="text"/>
FLOOR	<input type="text"/>	<input type="text"/>
RUG	<input type="text"/>	<input type="text"/>

It's hard to describe colors with words. That's why you need to find samples of the main colors and attach them to the boxes above.

Each time you are ready to choose paint and fabric colors for your Home Improvement project, turn to page _____. It will give you cues for your new colors.

When you finish each article, attach samples of your new colors to the boxes below and label each one. For example:

Salmon

Off-white

Aqua and Brown

Walls

Curtains

Fabric

What You Will do in This Project

Each year in 4-H Home Improvement try to select the project activities that are new and will mean the most to you in your home. Each year make or do 3 things under A, as outlined; and all of B, C, D, and E.

A. Do at least one from each of the following groups:

A Place for Everything

I plan to make	(Check <input type="checkbox"/> now.)	I made
<input type="checkbox"/>	Drawer divider.	<input type="checkbox"/>
<input type="checkbox"/>	Bulletin board.	<input type="checkbox"/>
<input type="checkbox"/>	Waste basket.	<input type="checkbox"/>
<input type="checkbox"/>	Board-and-brick shelves.	<input type="checkbox"/>
<input type="checkbox"/>	Desk set (desk blotter, pencils, letters, etc.).	<input type="checkbox"/>
<input type="checkbox"/>	Other (approved by 4-H Room Improvement leader).	<input type="checkbox"/>

Fun With Fabric

I plan to make	(Check <input type="checkbox"/> now.)	I made
<input type="checkbox"/>	Dresser scarf.	<input type="checkbox"/>
<input type="checkbox"/>	Pillow cases.	<input type="checkbox"/>
<input type="checkbox"/>	Laundry bag.	<input type="checkbox"/>
<input type="checkbox"/>	Decorative pillows.	<input type="checkbox"/>
<input type="checkbox"/>	Other (approved by leader).	<input type="checkbox"/>

The Extras

I plan to do

(Check now.)

I did

Choose and mat a picture.

Arrange and hang pictures correctly.

Make three flower, fruit, or plant arrangements.

Collect pictures for a room idea book.

Other (approved by leader).

B. Learn to keep your room neat and your belongings in order.
For at least one month . . .

1. Make your bed every day.
2. Keep your closet and dresser drawers in order.
3. Dust furniture and floors once a week.
4. Keep a check sheet.

C. Show and tell about something you learned in your project.

D. Keep your record sheet up to date. At the beginning of the year check boxes to show what you plan to make or do. When you finish, check to show what you did. Make a final record at the end of the year. There is a page at the back of this book for this. This will show your accomplishments. Make a file to keep these in from year to year so that you can see how you grow in your Home Improvement project.

E. Write a story about your work in this project:
What you planned, what you did, how you enjoyed it, and how it has helped you and your family.

It's Fun to Have a Place for Everything

"A place for everything and everything in its place." Does this motto apply to you and your room? Keeping a room shipshape is easy if you have handy places to put your belongings.

What do you keep in your room besides your clothes? Where do you keep your books, games, 4-H ribbons, and snapshots? Fill out the blanks below telling where you keep these things. If you can think of a better place, write it on the list.



My Belongings	Where I Keep Them Now	A Better Place

What are you going to do about your storage? Are you going to plan for "a place for everything" and keep "everything in its place?" Do one storage improvement activity.

To help you decide, your leader will give you a pamphlet "A Place for Everything," which has storage ideas for pre-teens. You have the choice of making a bulletin board, brick and board shelves, waste-baskets, drawer dividers, or a desk set. Or you can plan something on your own with the approval of your home improvement leader and your parents.

When you have finished, fill in the space on your record in the back of this manual.

Fun With Fabric

You know, it's as much fun to sew for your room as for yourself. You'll enjoy sewing at project meetings and at home, and you'll be proud to show what you've made at your project exhibit. Select the article you need most and make it.

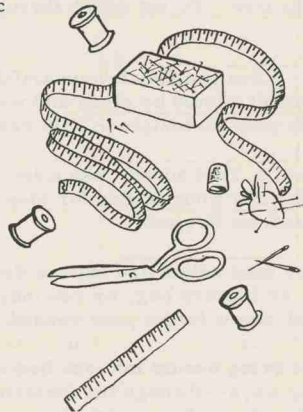
Cotton fabrics like denim, Indian head, percale, gingham, muslin, and sailcloth are suitable for any of the articles in this unit. Choose washable, colorfast, and sturdy fabric. Look for labels that say vat dyed and sanforized. Your leader and mother will tell you about other labels to look for.

Take a cue from your color page and select a fabric that goes well with other colors in your room.

If you have had a clothing project, the guides you received on "The Sewing Machine" will help you in home improvement.

Tools You Need to Work With Fabric

Thimble
Needles
Dressmaker pins
Pincushion or pin box
Shears
Ruler or adjustable
gauge
Tailor's chalk
Pencil
Basting thread



Here are some tricks for smoother sewing. Follow these directions as you sew--you'll be pleased with the results!

1. Straighten one end of fabric by tearing, or by pulling a thread and cutting along the thread line.
2. Measure the length and width you need for the article you are making. Mark with tailor's chalk or a small snip in the selvage.
3. Tear off the piece, or pull a thread and cut along the thread line.
4. Square the cut or torn piece by stretching.

5. Press torn edges to remove ripples.

6. When you measure, pin or baste, work at a table and keep your fabric as smooth and flat as you can.

7. Learn to stitch seams without basting. (Place seam edges together and insert pins about three inches apart at right angles to edges. Use a seam guide or cellophane tape on bed of machine as a gauge for stitching. Press each seam open after stitching.)

8. Learn to stitch hems without basting. (Measure, turn, and press folds for hem. Insert pins about 3 inches apart at right angles to hems.)

9. Set stitch length control for 12 to 14 stitches per inch unless otherwise indicated.

10. At beginning and end of seams and hems retrace stitching 1/2 inch.

11. If necessary, baste seams and hems. Baste slightly to the side of stitching line. Do not stitch through basting. Remove basting after you stitch.

12. When you finish your article, press it carefully. Articles for a club exhibit should be clean and well pressed. (Wash hands before working with your materials to help keep materials clean.)

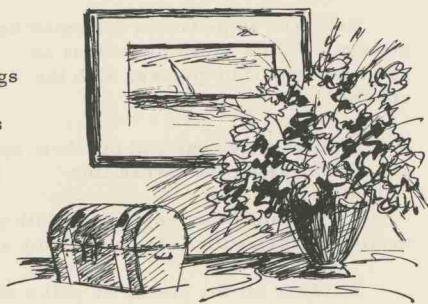
Gee!! That sounds like a lot. But it won't be hard when you get started. Ask your leader for Idea Sheet "Fun With Fabric in the Home Improvement Project."

You may select and make a dresser scarf, pillow case, cushion cover, or laundry bag, or you may have suggestions. When you have finished, don't forget your record.

We bring beauty into our home in many ways--through the furnishings we make, the colors we choose, and the thoughtful things we do for others in our family. The extras, such as pictures and flowers, add beauty and enjoyment to everyday living.

In this unit of your project do one of the following:

1. Choose, mat and frame a picture.
2. Make three arrangements of flowers or other plant materials.



3. Make a collection of room ideas.

There are separate lesson sheets on "The Extras." They are:

"Your First Flower Arrangement!"

"How to Select, Mat, and Hang Your Picture."

If you have chosen to collect room ideas, there may be some helps near you. How about your family and friends? They will catch your enthusiasm if you will let your needs be known.

What are you looking for? You are looking for color schemes, furniture arrangement, curtains, bedspreads, lamps, storage, closets, framing and hanging pictures, and flower arrangements. Carefully clip and mount the suggestions that you might use in your home.

Group clippings according to topic--color scheme, furniture arrangement, etc. Keep a ringed notebook or scrapbook with a sturdy back. Make notes on the clippings, telling why you like the suggestions and where you might use them.

It's Fun to Have a Neat Room

Everyone likes to see a room that's neat and clean. Don't you? It's easy to keep a room shipshape when you know how to make your bed and dust and when you hang up your clothes and put belongings in place every day. Taking care of your room will be a big help to your family. They will be extra proud of you and your room.

Here's what you need to do in this unit for at least one month:

- Make your bed every day.
- Dust the furniture and floor in your room once a week.
- Check the Daily Check Sheet.
- Ask your mother to fill in your sheet, which is on the next page, at the end of the month, telling how you kept your record.

(If you checked a page last year, check the next page following it.)

For instructions on this activity ask your leader for the pamphlets "Help Mother With Housecleaning," Club Series No. 85, and "Steps to Easier Bedmaking," Club Series No. 162.

CHECK SHEET

Keep Check Sheet One Month (1st Year)

From _____ to _____, 19____

ACTIVITY	1st week	2nd week	3rd week	4th week
I made my bed each day				
I hung up clothes each day				
I kept soiled clothes in laundry bag or clothes hamper				
I kept books, games, etc., in order this week				
I straightened rugs each day				
I emptied my wastebasket when needed				
I dusted furniture once a week				
I dusted floor once a week				

Mother's remarks: _____

CHECK SHEET

Keep Check Sheet One Month (2nd Year)

From _____ to _____, 19____

ACTIVITY	1st week	2nd week	3rd week	4th week
I made my bed each day				
I hung up clothes each day				
I kept soiled clothes in laundry bag or clothes hamper				
I kept books, games, etc., in order this week				
I straightened rugs each day				
I emptied my wastebasket when needed				
I dusted furniture once a week				
I dusted floor once a week				

Mother's remarks: _____

CHECK SHEET

Keep Check Sheet One Month (3rd Year)

From _____ to _____, 19____

ACTIVITY	1st week	2nd week	3rd week	4th week
I made my bed each day				
I hung up clothes each day				
I kept soiled clothes in laundry bag or clothes hamper				
I kept books, games, etc., in order this week				
I straightened rugs each day				
I emptied my wastebasket when needed				
I dusted furniture once a week				
I dusted floor once a week				

Mother's remarks: _____

Show and Tell What You Have Done

The demonstration you give may be on anything you have done in this project.

A demonstration is showing and telling members of the audience a better way of doing things and convincing the audience that a new practice is worth trying. To be convincing, a demonstration must be well planned and thoroughly prepared. Ask your Home Improvement leader for a suggestion for a demonstration.

1. Know the subject matter to be presented.
2. Make an outline and know the important points well
3. Have all materials and equipment in place before the time set for the demonstration.
4. Arrange items neatly and in the order in which they will be used.

Show and tell "What, Why, and How" step by step.

1. Stress important points.
2. Be sure the audience can see, hear, and understand.
3. Summarize.
4. Ask for questions.
5. Be ready with answers.

Hasn't the year been fun? How about bringing your record up to date to see what you really have accomplished.

B. Have you checked your housekeeping record? _____. What do you like to do best? _____. How can you develop habits of liking to keep your room? _____

C. What did you show and tell about?

<u>Subject</u>	<u>To Whom</u>	<u>Number of people</u>
Example: How I Made My Bookshelf	Family	4
	Community Club	14
_____	_____	_____
_____	_____	_____
_____	_____	_____

Tell me a story about your room improvement work. There is probably enough room here to write an interesting story. If you need more space, however, continue your story on another sheet of paper.

I have read this report.

Parent

Leader

Extension Agent

B. Have you checked your housekeeping record? _____. What do you like to do best? _____. How can you develop habits of liking to keep your room? _____

C. What did you show and tell about?

<u>Subject</u>	<u>To Whom</u>	<u>Number of people</u>
Example: How I Made My Bookshelf	Family	4
_____	Community Club	14
_____	_____	_____
_____	_____	_____
_____	_____	_____

Tell me a story about your room improvement work. There is probably enough room here to write an interesting story. If you need more space, however, continue your story on another sheet of paper.

I have read this report.

Parent	Leader	Extension Agent

(This is your ACCUMULATIVE RECORD. Fill in one column for each year you have carried Home Improvement as a project. Write a statement. Sometime it will be fun to know all of your accomplishments.)

NAME OF CLUB MEMBER _____

DATE OF BIRTH _____
 (Month) (Day) (Year)

ADDRESS _____

PARENTS' NAME _____ COUNTY _____

	1st yr.	2nd yr.	3rd yr.
Date I completed project	19	19	19
Number of club members enrolled			
Number of project meetings I attended			
Number of club meetings I attended			
Tours I attended			
Number of talks I gave			
Number of demonstrations I gave			
Improvements I made			
A Place for Everything			
Estimated cost			
Actual cost			
Total time I spent on it			
Fun With Fabrics			
Estimated cost			
Actual cost			
Total time I spent on it			
The Extras			
Estimated cost			
Actual cost			
Total time I spent on it			
I kept a housekeeping record of activities			

 19__ : Make a brief statement about the fun you have had this year.

19__ : Make a brief statement about the fun you have had this year.

19__ : Make a brief statement about the fun you have had this year.



Start with a Small Change Project Record

Year _____

(Name of Member) (Age) (County)

Address _____

Name of Parents _____

Name of 4-H Club _____ Years in Club Work _____

Name of Adult 4-H Leader _____ Address _____

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.

THE CLUB MOTTO:

"To Make the Best Better."

I have checked this record and found it to be satisfactorily completed.

(Signature of Extension Agent) _____

Club Series 123

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