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## WHY COLLECTION NOTEBOOKS

- # Some 4-Hers are not allowed to bring insects into the home.
- Some 4-Hers do not want to touch insects or kill insects.
- Some 4-Hers may be handicapped and unable to physically collect the insects.
- Some 4-Hers may be too allergic to insect bites or stings to be safe collecting insects.
- Some 4-Hers may like taking photos better than physically collecting.

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# COLLECTION NOTEBOOK BASICS:

- Take photographs of insects.
- # Transfer 2 pictures of each insect to a blank document on the computer.
- Type identification and collection information below the photos on the document.
- $\ensuremath{\texttt{\$}}$  Print the document on an 8  $1\!\!/_2$  X 11-inch sheet of paper.
- Make a notebook with printed papers.Photograph and describe a special project.

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## COMPLETE GUIDELINES

Website: <u>www.kansas4-h.org</u>

- Projects tab select Ag & Natural Resources
- Click on the blue word Entomology
- Scroll down the page to: Entomology Collection
   Notebook Guidelines Revised 2020

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### CAMERA OPTIONS

- \* You can use the one on your cell phone
- You can purchase an inexpensive digital camera for \$30 to \$50.
- You can purchase an expensive digital camera if you wish.
- When I created this project, I purchased a Cannon Power Shot SX120 for \$170 on sale.
- \* A camera with a macro lens is helpful, but not essential.
- Can use a 35mm camera

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### **COMPUTER**

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- Microsoft Office is usually already installed on any computer you purchase.
- You can use an application in this suite to crop your pictures, put them on a document, add identification information and print the pages you need.
- OPTIONAL: You can purchase Photo Shop or other photo editing software, but it is not necessary.





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### **INSECT PICTURES**

- Take several pictures of each insect so you have several to choose the best two from.
- \* You need two views of each insect for your notebook.
- Don't have to be terrific quality like for the Photography project. Just good enough to see markings, colors, etc. to identify insect specimen with.
- Must be adult insects, unless specimen is for a life cycle in the Special Project section.
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## **INSECT SPECIMENS**

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- Rules the same as if collecting a live insect specimen.
- Must be located in the state of Kansas OR one county over the state line in Missouri, Nebraska, Colorado or Oklahoma.
- All other specimens are considered "Out of State" insects. Pictures of these insects may only be used in the Special Projects section of the notebook.
- \* Pictures of purchased insects can not be used.



## INSECT PHOTO TIPS

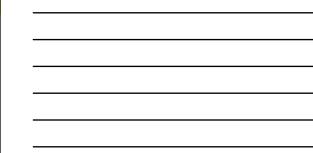
\* Know how to use your camera

- Move slowly: insects see movement very well.
- Find someone with a nice flower garden and ask permission to photograph insects. Or around a pond or lake - State Parks.
- Early mornings and evenings when temperatures are cooler are better times to get pictures of insects.
- Pair up with a 4-Her that is collecting live specimens and photograph what they catch.



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### **SPECIAL PROJECT**

- \* A Special Project must be completed each year.
- There are many suggestions for different projects in the Guidelines.
- This is put in a separate section at the back of your notebook.

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## **NOTEBOOK SET UP**

- 1. Title page
- 2. If second or more year in project, a page telling what you added to your book this year.
- 3. Divider page for each Order followed by pages with insect pictures in that order.
- 4. Special Project divider page
- 5. Special Projects pages
- Notebook is added to each year you do not make a new notebook each year.

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## **PHOTOS IN NOTEBOOK**

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- Photos should all be same size and same direction
- \* 3" X 5" or 4" X 6". The exception could be pictures in the Special Project section.
- One insect per page
- You may have a page for the male of a species and a page for the female of the species in your book. You may also include different color forms.

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### **SPECIMEN PAGES**

This information goes below your two pictures on each page:

- Order insect belongs to
- Family (for Intermediate and Advanced classes only)
- Common Name of insect
- Date/Locality where insect was caught
- Notes

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### **CLASSES**

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- Introductory: 10 to 20 insect species representing at least 6 Orders.
- Beginning: 20 to 60 insect species representing at least 7 Orders.
- Intermediate: 60 to 100 insect species representing at least 9 Orders. Identify species to family in 2 Orders.
- Advanced: 100 to 200 insect species representing at least 12 Orders. Identify species to family in 6 Orders.

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#### **CLASSES**

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- If you decide to participate in this phase of the Entomology project and are already participating in one of the Collection phases, you do not have to enroll in the same level.
- If you have been enrolled in the Entomology project before, you must start in the Beginning Class of Entomology Collection Notebooks.
- As long as you meet the age requirement to exhibit at the Kansas State Fair, you can compete with an Entomology Collection Notebook in any of the classes at the Kansas State Fair.

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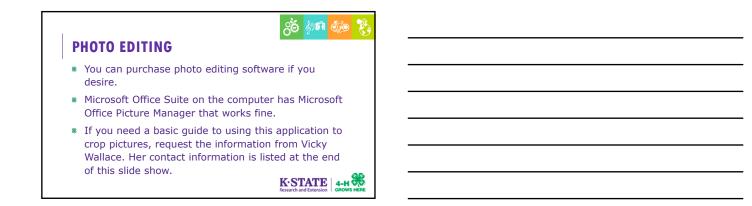
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## **MOST IMPORTANT TIP**

- When you upload your pictures to your computer, make a file and label it "Insect Picture Originals". DO NOT EDIT THESE PICTURES!
- Then MAKE A COPY OF THAT FILE. Label this file "Insect Picture Copies". Only crop and edit pictures from this file! That way if you goof, you can go back to your Originals File and make another copy and try gain.

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