

NOTES on the 4-H HOME FURNISHING CHECK SHEETS

We have based the check sheets on three concepts we try to teach in the 4-H Home Furnishing Project: When you make or select a furnishing for your home, consider these points--

1. HOW IT LOOKS, by itself and with other things in the room. This is the appearance or visual consideration--the design factor. It involves the elements and principles of design (color, shape, proportion, balance, etc.). It also includes cleanliness because that too affects appearance.
2. HOW WELL IT IS MADE. This refers to the quality of workmanship, including neatness. It affects durability and, to a certain extent, appearance. For finished or refinished articles this point refers to how well the work has been done.
3. IS IT SUITABLE FOR ITS INTENDED PURPOSE OR USE. This refers to usefulness and practicality--the idea of function. We did not include this point on the check sheets for decorative furnishings such as pictures, because they have no "practical" purpose.

How To Weight These Points: Perhaps some idea of how much emphasis to give each of the three points above will be helpful to you when you judge. The percentages given below are only approximate; it would be difficult in judging to weight these points exactly.

How It Looks - 30%

How It Is Made - 50%

Is It Suitable for Its Purpose - 20%

On check sheets that include two of the points, use the following--

How It Looks - 40%

How It Is Made - 60%

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*Up to 30 copies available
from Jane Schogge*

Check Sheet for Fabric Articles:

Use this check sheet for all fabric articles that involve sewing (curtains, draperies, bedspreads, laundry bags, dresser scarfs, placemats, cushions, slip covers, garment bags, dressing table skirts, and fabric wallhangings).

In addition to the points listed on the sheet, we have to judge other points as they apply to certain articles. For example, on curtains and draperies we judge the heading (pleats, stiffening, hooks, and weights, if used). On lined draperies, we judge the lining. On slip covers and cushions, we judge the fit and the closures. On wallhangings, we judge the rod or device for hanging the fabric to the wall. You may make your comments on these specific points at the bottom of the check sheet.

Check Sheet for Storage Articles Covered with Fabric or Paper:

Use this check sheet to check drawer dividers, storage boxes, wastebaskets, portfolios, and notebooks.

Pictures--Framed, Matted, Mounted:

We judge these entries for 1) the appropriateness of the mat or frame for the picture, and 2) workmanship. We are not judging the choice or art quality of the picture because these are personal preferences. The frame may be made, purchased, or refinished by the member.

Check Sheet for Finished or Refinished Article and Check Sheet for Article Made of Lumber (bookshelf, bench, shoe or tie rack, drawer divider or tray, etc.):

In the Home Furnishing Project members may make articles that involve two different skills--woodworking and wood finishing. The Master Premium List contains sections for both kinds of articles, and there is a separate check sheet for each.

Members decide which section they prefer at the time they enter an article. The judge should put more emphasis on the standards of the section in which the member entered his article. For example, if a member enters in the wood finishing section a bookshelf he has made and finished, we would weight the finish about 75% and the construction about 25%. On the other hand, if the member decided to enter this bookshelf in the bookshelf section, we would weight the construction about 75% and the finish about 25%.

CHECK SHEET FOR FABRIC ARTICLE

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Clean and well pressed				
2. Pattern well placed--centered or matched				
3. Thread matches fabric				
4. Trim, if used, suitable for fabric--				
a. in color				
b. in texture				
c. in style or type				
d. in size				
e. in shape				
f. in placement				
<u>How It Is Made</u>				
5. Fabric cut on straight grain				
6. Stitching--straight, suitable length, secured at ends				
7. Hems--even, neat, suitable width, don't pucker				
8. Seams--even, suitable width, don't pucker				
9. Corners--sharp, square, bulk removed				
10. Trim, if used, attached securely and neatly				
<u>Suitable for Purpose</u>				
11. Fabric suitable for article				
12. Easy to keep clean				

CHECK SHEET for FINISHED or REFINISHED ARTICLE

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Clean				
2. Finish dull or lustrous but not "glassy"				
3. Enough coats to give depth to finish				
4. Stain, if used, enhances grain and color of wood				
<u>How Work Has Been Done</u>				
5. Wood sanded smooth--no scratches				
6. Finish applied evenly--no runs or brush marks				
7. Finish smooth to the touch				
8. Edges and ends of article well finished				
9. Finish thoroughly dry--not sticky				
10. Stain, if used, applied evenly--no runs or streaks				
11. Piece in good condition				
a. joints tight and smooth				
b. cracks and holes filled neatly				
c. no glue spots				
d. nails set and holes filled to match wood				

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CHECK SHEET for ARTICLE MADE of LUMBER

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Clean				
2. Pleasing design				
3. Finish, if used, enhances grain and color of wood				
<u>How It Is Made</u>				
4. Lumber cut evenly				
5. Exposed surfaces sanded smooth				
6. Joints tight and smooth				
7. Suitable fasteners used (nails, screws, glue)				
8. Nails set and holes filled to match wood				
9. No glue spots				
<u>If finish has been used--</u>				
10. Applied evenly--smooth to the touch				
11. Thoroughly dry--not sticky				
12. Dull or lustrous but not "glassy"				
<u>Suitable for Purpose</u>				
13. Sturdy enough for use, well balanced				
14. Type of lumber suitable for article				

CHECK SHEET for STORAGE ARTICLE
Covered with Fabric or Paper

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Clean and in good condition, inside and out				
2. Pattern well placed--centered or matched				
3. Trim, if used, suitable--a. in color				
b. in texture				
c. in style or type				
d. in size				
e. in shape				
f. in placement				
4. Wastebasket: Inside painted (except for metal) but not lined				
<u>How It Is Made</u>				
5. Cover, and trim if used, attached securely, smoothly, evenly				
6. Cover cut and attached on straight of grain or pattern				
7. No glue spots or rough edges				
8. Trim, if used, attached neatly and securely				
<u>If Paint has been used--</u>				
9. Applied evenly and smoothly				
10. Smooth and dry to the touch				
<u>Suitable for Purpose</u>				
11. Sturdy enough for intended use				
12. Easy to keep clean				

CHECK SHEET for BULLETIN BOARD
Painted or Covered with Fabric

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Clean and in good condition				
2. Buttons and trim, if used, suitable--				
a. in color				
b. in texture				
c. in style or type				
d. in size				
e. in shape				
f. in placement				
<u>How It Is Made</u>				
3. Wire attached securely; 3" to 4" from top				
4. Trim, if used, attached securely and neatly				
<u>If fabric has been used--</u>				
5. Well pressed--no wrinkles				
6. Cut and attached on straight grain				
7. Attached securely, evenly and smoothly				
8. Corners neat and sharp--bulk removed				
<u>If paint has been used--</u>				
9. Applied evenly				
10. Edges well covered				
11. Smooth and dry to the touch				
<u>Suitable for Purpose</u>				
12. Fabric, if used, suitable for article--				
in weight and weave				
solid color - no pattern				
13. Trim, if used, does not interfere with use of article				

CHECK SHEET for PICTURE--MATTED or MOUNTED

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Clean and in good condition				
2. Mat suitable in color and texture for picture				
3. Margins suitable for size and shape of picture				
4. Tape, if used, suitable in color for picture and mat				
<u>How It Is Made</u>				
5. Corners sharp and square				
6. Edges smooth and straight				
7. Picture and mat or backing put together smoothly and neatly				
8. Hanger suitable, attached in proper place				
9. Tape, if used, applied smoothly and evenly				

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CHECK SHEET for FRAMED PICTURE

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Frame and picture clean and in good condition				
2. Frame molding suitable for picture--				
a. in size (width and depth)				
b. in color				
c. in texture				
d. in style or type				
3. Is mat needed for this type of picture?				
4. Mat suitable for picture--a. in color				
b. in texture				
c. in margin widths				
<u>How It Is Made</u>				
5. Finish on frame--a. applied evenly				
b. dull or lustrous but not shiny				
c. smooth and dry to the touch				
6. Frame and picture put together securely and neatly; check back of picture; covered with paper				
7. Wire and screws attached securely to upper third of picture				
<u>If mat has been used--</u>				
8. Mat corners sharp and square				
9. Mat edges sharp and straight				
10. Mat and picture put together smoothly and neatly				

CHECK SHEET for READING LAMP (Desk or Table)

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Clean				
2. Shade and base suitable for each other--				
a. in color				
b. in texture				
c. in size				
d. in shape				
3. Base--design suitable for a lamp				
4. Shade--design suitable for a lamp				
5. Shade trim, if used, suitable--				
a. in color				
b. in texture				
c. in type				
d. in width				
e. in placement				
<u>How It Is Made</u>				
6. Base--well made and finished				
7. Shade--well made, neat				
8. All parts connected securely, wired correctly				
<u>Suitable for Purpose (To give adequate, comfortable light)</u>				
9. Base height--15" to 17"				
10. Bulb in lower half of shade				

	Excel- lent	Good	Fair	Comments
11. Base heavy and substantial, won't tip easily				
12. Cord in good condition				
13. Shade--a. dense enough to conceal lighted bulb				
b. white lining				
c. outside a light soft color				
d. bottom diameter--15" to 17"				
e. top diameter--at least 8"				
f. depth--8" to 12"				
g. bottom of shade to table--15" to 17"				
14. Bulb--at least 150 watts, in one of these types:				
a. inside frosted with diffusing bowl or disc				
b. white indirect type				
c. soft white or eye-saving type				

CHECK SHEET for DECORATIVE LAMP

Check all items for READING LAMP except 13 and 14. Then check the following--

	Excel- lent	Good	Fair	Comments
13. Shade--a. dense enough to conceal lighted bulb				
b. white lining				
c. wide enough at bottom for good spread of light				
14. Bulb--at least 75 watts				

CHECK SHEET for PORTFOLIO or NOTEBOOK with REFERENCE PAGES

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Clean and in good condition				
2. Swatches and illustrations well arranged on pages				
3. Margin widths suitable for pages				
<u>How It Is Made</u>				
4. Cover attached securely and neatly				
5. Swatches and illustrations cut and mounted neatly				
6. Labels and notes legible and neat				
<u>Suitable for Purpose</u>				
7. Contents related to unit learning experiences				
8. Swatches and illustrations labeled or explained				
9. Pages organized by subject, for easy reference				

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CHECK SHEET for FRESH or DRIED FLORAL ARRANGEMENT

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Materials fresh or in good condition				
2. Total effect pleasing--				
a. Materials arranged as a composition or design				
b. Materials suitable for each other in color, texture and type				
c. Height of arrangement suitable for height or width of container				
d. Smaller blooms at top, larger ones near bottom				
3. Container suitable for materials--				
a. in color				
b. in texture				
c. in shape				
d. in size				
e. in decoration, if any				
4. Accessory, if used, suitable--				
a. in color				
b. in texture				
c. in size				
d. in placement				
<u>How It Is Made</u>				
5. Materials arranged securely, stay in place				
6. Frog, wire or needlepoint holder secured and concealed				

CHECK SHEET for COORDINATED HOME FURNISHING EXHIBIT

3 to 5 Articles Made in One Unit

	Excel- lent	Good	Fair	Comments
<u>How It Looks</u>				
1. Clean and in good condition				
2. Articles suitable for each other---				
a. in color				
b. in texture				
c. in pattern				
d. in style				
3. Arrangement of articles pleasing				
<u>How It Is Made</u>				
4. Articles well made, well finished				
5. If articles are mounted, attached securely and neatly				

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