## 5. The Narrative

The next step in building your website is to write your narrative (4-H Story).
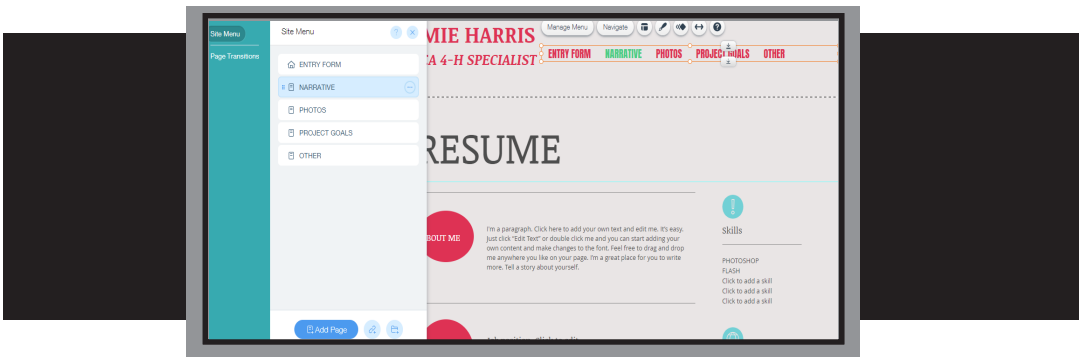
- Click on the horizontal menu bar -- the Manage Menu and Navigate buttons will appear in a dialogue box



- Click on Manage Menu



- Select Narrative



- Click off the dialogue box
- Click on the word Resume/Edit Text/Change to Narrative

What Goes in the Narrative?

The narrative should focus on the project in which the portfolio is being submitted. The 4-H narrative should convey to readers what has been done and learned by participating in 4-H. The narrative should be written in three parts. The words in the red circles in the template should be changed to the following:

- About Me
- Main Project
- Citizenship and Leadership

1. The section entitled About Me should include information about yourself. Include: age, family information, place of residence, school, hobbies, etc.

2. The Main Project section should highlight the project you are submitting your portfolio in. Be descriptive. Include project involvement, growth, financial gains or losses, if appropriate, and what you have learned by being in the project. This should be your largest section and should give the reader an overview of your main project work.

3. The final section called Citizenship and Leadership should include how 4-H has helped you become a better leader and citizen. Describe any leadership roles you have held, committees served and what you have learned by being a leader. Leadership outside of 4-H may also be incorporated. Include groups you have served, the service projects you have been involved with and the impact it has made on others.

Changing the Text in the Buttons
- Simply click on the text in the button and a text box will appear.



- Erase the existing text and add your own. Be sure to save as you go!

Entering Text
- Click on the existing text. Edit text. Erase the text. Enter your own information. The skills and language sections on the right side should be deleted.