**Recordkeeping Worksheet**

## 

## **Recordkeeping:** What records will you keep? And how do you plan to perform record keeping tasks?

Environmental records:

Production Records:

Equipment Records:

Marketing:

Human Resources:

Finances: *\*Note that farm financials will be discussed in detail in weeks 7 & 8.*

## 

## **Evaluation/Tracking Progress:** Will you have a method for comparing your projected numbers with your actual numbers? How will you use your records to help with planning in subsequent years?