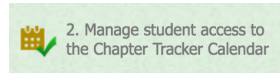


Purpose: The purpose of this guide is to provide an overview of AET's Strategic Planning System and how to manage event (PoA) details such as goals, plans, outcomes and results. This guide also covers how to engage students to lead the effort.

Step 1: Assign Calendar Student Leaders (PoA Managers)



Each student selected will be able to access the calendar and Strategic Planning Systems from their AET Student JOURNAL.

- Students can select the calendar link and create/view/edit calendar activities
- Students can select their Student Journal and access the Strategic Planning system to develop a mission statement, goals, outcomes and results (All areas!)

Step 2: Define a Strategic Planning Year and Enter Details



Students and teachers can develop strategic concepts, define leaders, create strategic aligned activities, manage budget details and more through AET's strategic planning system. Also, teaches students a valuable career skill!

1. Set a PoA 12-month time period (Establishes a Strategic Planning Period)
2. Work with your student leaders and other stakeholders to complete all sections:
 - (a) Strategic Planning – Mission, Visions and planning
 - (b) Student leaders and details – Officers and committee objectives
 - (c) Action events (PoA) – Key aspect for this guide!**
 - (d) Program Budget – Overall and activity budgets

* <http://learn.theaet.com/default.aspx?ID=47311> for more information (Teacher Help)

Step 3: Strategic Activities – Tracking Event Details



Create new or select events to manage PoA details and Print Results

Strategic Planning | Student Leadership | **Action Events** | Program Budget

Action Events ? +New Event PDF

Committee Filter: All Committee Events Month Filter: All Events

FEB	Elementary Ag Day	2/17/2016	Cooperation
17	This is an schedule of events they can develop.....shares on AETweb calendar to update other stakeholders such as parents, school admin or public. This could include http://theaet.com/ weblinks or formatted anyway needed... other ways...		
APR	Ag Education Day	4/19/2016	Public Relations
19	This event is planned for this year as a focus on international agriculture and importance of agriculture in developing nations. The schedule is planned as: Setup event 4/1/16 Event meeting Mandatory is set for 4/18 Other details...		

Managing PoA Event Details in AET

Once an "Action Event" is selected, the details include:

A. Activity Description – Explains the intent of the event and connection to the overall Chapter strategic plan

**Program Strategy Manager
Ag Education Day**

Select Year Aug 2015 - Jul 2016

Strategic Planning | Student Leadership | **Action Events** | Program Budget

General | **Goals, Plans and Outcomes** | Deadlines & Dates | Results & Evaluations | Photos | Budget | Participants

Goals, Plans of Action and Outcomes

Activity Description ?

This event is targeted to our high school students and is focused on improving students knowledge of agriculture through educational packets and interactive booths. This is an annual event that offers a chance to also recruit students into FFA through fun and educational activities.

B. Activity Goals, Plans of Action and Outcomes – Each area needs specific, measurable, attainable, realistic and time (SMART) oriented plans to connects goals to a plan of action and related outcomes

GOAL #1 ?

maximum 200 characters - 6 remaining

To establish 5 stations that focus on international issues in agriculture and the value of agriculture in the US and other countries. Last year, we had 4 stations and are looking to expand to 5.

Plan of Action #1 ?

maximum 375 characters - 21 remaining

To achieve this goal, we are partnering with the International Ag Development Department at Texas A&M and they have proposed we setup 5 stations that include (1) Value to US consumers, (2) Food security and importance of USDA, (3) Importance in Developing Countries, (4) Relatively low cost in US, (5) Agriculture policy and important in balance of trade

Outcome Evaluated and Reported #1 ? Exceeded

maximum 125 characters - 4 remaining

We developed 6 stations, adding nutritional standards and agricultural production. This made the event easier to manage.

- Each event requires **3** sets of goals, plans of action and outcomes to be complete, so complete **#1, #2 and #3!**

Managing PoA Event Details in AET

C. Record Key Planning Dates – Dates that are important to plan the activity (important when repeating into future years).

Date	Description
2/1/2016	Coordinate with the school and reserve the lunch room area for 2 days
3/1/2016	Coordinate with event partner and determine a theme for the event
4/1/2016	Have the booth content set and materials develop or acquired

D. Track Results, Photos, Budget and Participants – Identify the results, capture photos that illustrate the event, enter budget details and record participants

Advancing Agriculture ? ?

The purpose of this activity is to promote agriculture and educate our students about the importance of agriculture. This event attracted over 400 students and 30 community leaders that attended. Survey responses showed successful results and community leaders reported an above expectations of the event response.

Impact ? ?

In terms of student responses, 90% of the students reported they would attend next years event, 85% reported they learned something new about agriculture and 40% reported they would consider taking an agriculture course to learn more.

Related to Quality Standard ? ?

This activity is a perfect connection to agricultural advocacy and while promoting and educating others about agriculture, it also promotes our program within our community.

*All areas completed in AET (1) populates valuable PDF reports and (2) completes FFA’s National Chapter Award Application (See additional help guides in AET – Teacher Help).

For assistance in each area:

? For basic help on each question

? For advanced help and high points from the National Chapter Award rubric