Students PROFILE Checklist & Guide

ÆT *learn*

Student Name: _____

Step 1: Log In to The AET
Go to http://www.theaet.com, and log in by choosing:

Log In

Information needed is:

✓ **Chapter Number:** A two-digit state abbreviation "+" FFA Chapter number.
 Example, TX0765
✓ **Username:** Typically first initial and last name, but your teacher will provide.
 Example, VKirby, (Vanessa Kirby)
✓ **Password:** At first, this is the same as your username. A custom password can be created in the Student profile.

> ✓ **If your teacher inputted your Google Email when creating your account will you be prompted to login with your Google Account**

Student Login Information		
Our Chapter Number is: _____	My username is: _____	My password is: _____

Step 2: CHOOSE PROFILE: Complete
About You, **Your Activities** & **Your Interest** - *Check off these important steps as you complete each one (a,b,c…)!*

ABOUT YOU SECTION:

__ a. Manage/Edit your personal profile & password – this is an important step to complete all sections.

👤 AET Profile

About You	Your Activities	Career Connector ⏵
Profile, Contacts & Password	Project/Experience Manager (SAE, WBL)	Choose your educational and career interests
Ag. Class Schedule	Enter your FFA offices	Explore your interest using "My Next Move"
Career Goals, Transcripts & References	Enter your FFA committee memberships	Explore agricultural career opportunities and more!
Emergency Info & Permission Forms	Test your knowledge and gain a passing score	AET access for Mentors and Parents/Guardians
Explore Your SAE Interests	Browse Job Board	Survey of Education and Career Plans

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Your goal is 100% complete, so do all required sections

Complete all sections and hit Save as you go

Enter your complete address (choose "Click Here" to manually enter if it does not populate the dropdown

Complete contact information & verify your email address.

once complete choose PROFILE and continue to the next section

___ b. Record your class schedule - through choosing "add a class" and is essential to keep records! If your class is not listed, be sure to ask your teacher to setup their courses

___ c. Career Goals, Transcripts & Referenences – The resume builds from record book information, but be sure to list (1) accomplishments or certifications, (2) career objective and (3) references, (4) Upload your transcript (if applicable)

___ c. Emergency Info & Permission Forms – Profile Information will flow into this page and you can enter your emergency contact information. You will also add your medical/dental conditions and allergies. Choose [Confirm & Go to Forms] and you can send an eletronic waiver for your parent/guardian to sign via email!

About You
- Profile, Contacts & Password
- Ag. Class Schedule
- Career Goals, Transcripts & References
- Emergency Info & Permission Forms

YOUR ACTIVITIES SECTION:

___ d. Experience Manager (SAE/WBL) – This is where SAEs (project learning) are developed; *see "Selecting an SAE/WBL and Creating the Experience" Guide for details.*

___ e. Enter your Leadership roles – List your leaderships

___ f. Enter your committee memberships – List leadership committee involvement and work on your chapters strategic plan

Your Activities
- Project/Experience Manager (SAE, WBL)
- Enter your FFA offices
- Enter your FFA committee memberships
- Test your knowledge and gain a passing score

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EXAM __ g. <u>Test your Knowledge & Gain Passing Score</u> – Find all exams on AET here, Parli Pro, Tractor Safety, and exams added by your teacher(s)!

YOUR INTEREST SECTION:

__ h. <u>Choose your educational & career interest</u> – Select careers that interest you and rank them on the right side.

__ i. <u>Explore Careers using O-Net</u> – explore your career interest and learn more about educational needs, personality traits, salaries, and job demand.

__ j. <u>Explore Ag Careers using Ag Explorer</u> – explore your Ag Career Interest on a website managed by FFA.org.

__ k. <u>Access for Mentors and Parent/Guardians</u> – you can add a person that is mentoring or reviewing your records. This allows them a "read only" access to your record book.

__ l. <u>Survey of Education and Career Plans</u> – finish this six-question survey reviewing your post-secondary interest and plans
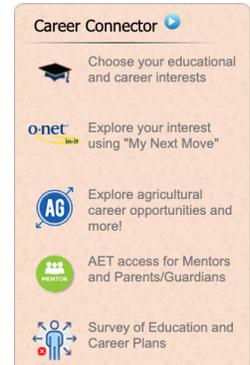
Each of these maybe grades, so be complete and share your results with your teacher

? What is next?

1. Learn more about SAEs through www.exploresae.com and choose the SAE that is right for you and your educational/career interest
2. Learn more about your SAE project setup and records in student help (part of your AET system)
3. Track your time experiences in the JOURNAL and any monetary investment in the FINANCES section.

You are Ready for Records!