

# **Ready. Set. Award Season!**

*3 Strategies for the Ultimate Start*

**AET Office Hours 10.21.25**

# Topics:

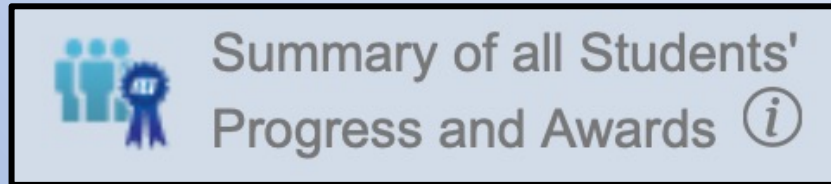
- Easily identify students who meet the criteria early
- Set target dates for student success
- Use the Interactive Record Book – Quality Records Assessment
  - Encourage peer reviews using the AET Student Check Sheet

# **Which Students are Award Ready?**

Using AET to pre-determine “ON TRACK” students for awards

# Identifying Award Ready Students

1. Use the



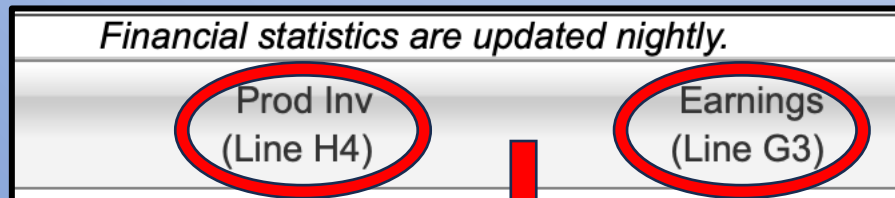
in the Teacher ACCOUNTS Tab

2. Create a Sort for the current year

a. Juniors + Seniors = State Degrees

b. Year 13 + Year 14 + Year 15 = American Degrees (State Degree)

3. Click



Orders the \$ Values High to Low

# Identifying Award Ready Students

	Gra-de	Mths Ag*	FFA Yrs	FFA Info (% Comp)	Prod Inv (Line H4) ▼	Earnings (Line G3)
aya	11	38	4	<u>100%</u>	\$213,750	\$213,750
aylor	11	38	4	<u>100%</u>	\$16,950	\$16,950
atalie	11	26	3	<u>100%</u>	\$15,143	\$15,143
, Sam	11	26	4	<u>100%</u>	\$14,750	\$14,750
andri	11	26	4	<u>100%</u>	\$10,627	\$12,115
uck	11	26	3	<u>100%</u>	\$9,395	\$9,395
lison	11	38	4	<u>100%</u>	\$8,704	\$8,704
	11	38	4	<u>100%</u>	\$8,350	\$8,350
	11	26	3	<u>100%</u>	\$7,242	\$7,242
ma	11	38	4	<u>100%</u>	\$5,948	\$5,948
thias	11	14	3	<u>100%</u>	\$4,420	\$4,540
anna	11	26	4	<u>100%</u>	\$3,895	\$4,015
Paige	11	38	4	<u>100%</u>	\$3,418	\$3,435
uke	11	38	4	<u>100%</u>	\$3,000	\$3,000
ld, Joe	11	26	3	<u>100%</u>	\$3,000	\$3,000
ma	11	38	4	<u>100%</u>	\$2,559	\$2,649

## Draw MET Line

### Requirements:

- State Degree
- American Degree
- ✓ \$ Productively Invested
- ✓ \$ Earnings
- ✓ Mos. in AG

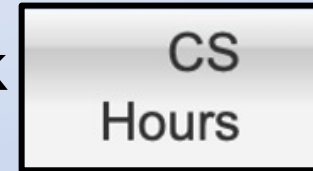


This will identify students who meet SAE requirements for the degree

# Identifying Award Ready Students

Unpaid Hrs (Line 11)	CS Hours	Apps In Progress	SAEs / Plans	Parli Quiz
4	127	<u>1</u>	<u>2</u> / <u>Plans</u>	
4	252	<u>2</u>	<u>4</u> / <u>Plans</u>	
2	<del>17</del>	<u>0</u>	<u>1</u> / <u>Plans</u>	
2	60	<u>2</u>	<u>1</u> / <u>Plans</u>	
312	28	<u>2</u>	<u>3</u> / <u>Plans</u>	
2	<del>1</del>	<u>1</u>	<u>7</u> / <u>Plans</u>	
2	345	<u>2</u>	<u>2</u> / <u>Plans</u>	
796	125	<u>1</u>	<u>4</u> / <u>Plans</u>	
10	112	<u>7</u>	<u>4</u> / <u>Plans</u>	
1	449	<u>1</u>	<u>2</u> / <u>Plans</u>	
5	<del>2</del>	<u>1</u>	<u>3</u> / <u>Plans</u>	
1	<del>13</del>	<u>1</u>	<u>3</u> / <u>Plans</u>	
53	349	<u>1</u>	<u>2</u> / <u>Plans</u>	
1183	201	<u>2</u>	<u>2</u> / <u>Plans</u>	
	<del>4</del>	<u>1</u>	<u>1</u> / <u>Plans</u>	
37	153	<u>2</u>	<u>5</u> / <u>Plans</u>	

4. Click



to order

- Use to verify **Community Service**
  - State Degree (25 hrs.)
  - American Degree (50 hrs.)

**OR** ~~Mark out~~ those that do not meet the minimum requirement for the sort

5. Export to Excel





# Eligible for State/American FFA Degree = GREEN

FirstNam	Grade	EntCnt	FFAyrs	UnpaidHrs	ProdInv	SAE \$	CommSrv	AppsIP	Mos. In Ag F
Maya	11	2	4	3.5	213750	213750	127	1	38
Taylor	11	4	4	3.6664	16950	16950	251.5	2	38
<del>Natalie</del>	<del>11</del>	<del>1</del>	<del>3</del>	<del>2</del>	<del>15143</del>	<del>15143</del>	<del>17</del>	0	26
Sam	11	1	4	2	14750	14750	60	2	26
Landri	11	3	4	311.5	10627	12115	28	2	26
<del>Huck</del>	<del>11</del>	<del>7</del>	<del>3</del>	<del>1.6667</del>	<del>9395</del>	<del>9395</del>	<del>4</del>	1	26
Alison	11	2	4	1.5	8703.5	8703.5	345.3333	2	38
Dane	11	4	4	795.5	8350	8350	125	1	38
Dylan	11	4	3	10	7241.54	7241.54	111.5	7	26
Emma	11	2	4	1	5947.68	5947.68	449	1	38
<del>Matthias</del>	<del>11</del>	<del>3</del>	<del>3</del>	<del>5</del>	<del>4420</del>	<del>4540</del>	<del>2</del>	1	14
<del>Anna</del>	<del>11</del>	<del>3</del>	<del>4</del>	<del>1</del>	<del>3894.61</del>	<del>4014.61</del>	<del>13</del>	1	26
Paige	11	2	4	53	3417.64	3435.07	348.5	1	38
Luke	11	2	4	1182.5	3000	3000	201	2	38
<del>Joe</del>	<del>11</del>	<del>1</del>	<del>3</del>		<del>3000</del>	<del>3000</del>	<del>4</del>	1	26

# Using the Award Summary

1. Set a deadline for MET on the requirement list - Nov 25<sup>th</sup>
2. Check **FFA activities** for qualifiers over Thanksgiving Break
3. Those who have the activities remain on the list
4. Those who do not, become “potentials” on the Watch List

\*\*This process will simplify the chaos of students pursuing awards





# **Manage the Student and Record Chaos**

Set target dates for student success

# Set Target Dates for Record Reviews

- Create a workflow chart with checkpoints for the student

**December 1<sup>st</sup>** – FFA Activities to date based on teacher feedback

- ☐ Teacher should use the



- ☐ Set Date Range (Fr – Jr Year)

START Date:	END Date:
10/21/2025	10/21/2025

- ☐ Select students from the ELIGIBLE List – Student Finder

- ☐ Review student Other FFA, FFA Competition and applicable journal entries for the degree

# Set Target Dates for Record Reviews

☐ Teacher sends FFA Activity Feedback using



SAE Evaluation (Teacher) /  
Project Grading Report ⓘ

☐ Teacher reviews FFA Activities, confirming requirements for the degree are present in journal entries and reflections COMPLETE

yy,	<b>Other FFA-related Activity</b> Meeting <i>Chapter</i> <b>September Lunch Meeting</b> attend September 2023 lunch meeting with Chapter Officers and members; vote on Chapter business; started PTTP shirt sales hope to sell 20 shirts	0.00 / 0.50
yy,	<b>Other FFA-related Activity</b> Other <i>State</i> <b>Farm Science Review</b> Attend FSR to research current agriculture topics at the OSU Ask the Expert educational seminars, field demonstrations, and the Gwynne Conservation Area. I practiced my map-reading skills by finding various businesses, food vendors, and important gates to enter/exit and get to shuttles.	0.00 / 1.50
yy,	<b>Other FFA-related Activity</b> Other <i>Chapter</i> <b>Greenhand Luncheon</b> September Greenhand Luncheon; had lunch with the FFA Officers, Advisors, and other first-year members; socialized, asked/answered questions, and participated in a group game/activity to learn more about the FFA. We had subs for lunch. I really enjoyed talking to the officers and the food.	0.00 / 0.50
yy,	<b>Other FFA-related Activity</b> Meeting <i>Chapter</i> <b>October Lunch Meeting</b>	0.00 / 0.50
yy,	<b>Other FFA-related Activity</b> Convention <i>National</i> <b>National Convention</b> Attended with 34 other members of our Chapter on this 2-day event. Throughout the 2023 National Convention and Expo, I was able to: discover and experience premier leadership, personal growth, and career success opportunities; demonstrate and explore leadership and career skills; network with FFA members and various stakeholders; and identify emerging technologies, innovations and leaders within the agriculture industry. We did industry tours at Mullen's Dairy and Hunter's Honey Farm. I learned how important dairy farms are for agriculture and I enjoyed tasting the milk. We also had a fun bonding group activity at Kelsay Farms where we did the corn maize, campfire, and other seasonal fun activities.	0.00 / 48.00

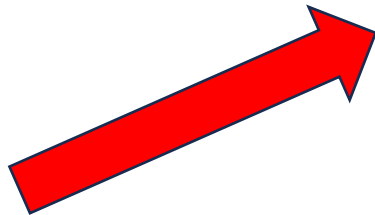
☐ Check Activities/dates are present, reflections complete, hours included



# Evaluate and Send Feedback



Recommendation / Comments (Required):	<p>Do you have a STATE SANCTIONED Leadership event?</p> <p>Journal for Farm Science Review needs better reflection.</p>
Photos from Visit:	<input type="text"/> <input type="button" value="Select"/>
<div><input checked="" type="checkbox"/> Send email notification to student with Evaluation Report</div> <div><input checked="" type="checkbox"/> Send email notification to parent(s)/guardians(s) with Evaluation Report</div> <div><input checked="" type="checkbox"/> Add entry into Teacher Journal</div> <div><input type="button" value="Save Evaluation"/> <input type="button" value="Cancel"/></div>	



Sends email to student & parent immediately and adds Teacher Journal on the SAVE



# Set Target Dates for Record Reviews

**December 22<sup>nd</sup>** – Records SELF REVIEW Due

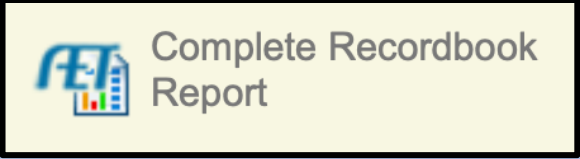

- ❑ Students will use the [AET Student Check Sheet](#)
- ❑ Students on the ELIGIBLE LIST will submit a completed check sheet to the teacher by due date
- ❑ Check Sheet helps students review and edit records in order to be award-ready
- ❑ Teacher will review the ELIGIBLE students submitted check sheets over the holiday break and send feedback





# Set Target Dates for Record Reviews

**January 10<sup>th</sup>** – [Interactive Record Book - Quality Records Assessment](#) DUE

- ☐ Students on the ELIGIBLE LIST will work through their records using the assessment above
- ☐ Students access their records using  Reports TAB
  - ☐ Choose ALL SAE's for the degree, Click 
- ☐ Students should follow the assessment marking YES or NO w/edits





# TEACHER FINAL EVALUATION

☐ Teacher completes feedback with edits.



2025 Rabbits	EN	Small Animal		8/30/2025 8/30/2025					<u>0.0 / 0 / 0</u>	\$975 / 1	<u>0</u>	0	<u>0 / 0</u>			
K&L Carriers	PL	Non-Ag/Occupational Experiences		8/18/2025 10/6/2025					<u>0.0 / 0 / 0</u>	\$1,572 / 7	<u>0</u>	0	<u>0 / 0</u>			
Mowing grass	PL	Landscape Management		9/2/2025 9/29/2025					<u>19.6 / 2 / 6</u>	\$1,100 / 2	<u>0</u>	0	<u>0 / 0</u>			

Anything **RED X** needs attention:

Plans, Electronic Plan Signatures, Budgets, Clipboards, Skills, Record Book



# Award Resources

- [Interactive Record Book - Quality Records Assessment Guide](#)
- [AET Student Check Sheet](#)
- [AET Office Hours](#)
- [SAE Best Management Practices](#)