

Best Practices for SAE Records



Our Chapter ID is: _____

FOUNDATIONAL

EXPLORE AREAS OF INTEREST
gaining experience that leads to another SAE.

- Develop a Project Plan
- Record SAE Time & Skills (Journal)
- Record Funding & Expenses (If Applies)
- Illustrate Work With Photos
- Evaluate SAE Project (Annual Review)

PLACEMENT

GET A JOB OR INTERNSHIP
gaining work experience & possibly a paycheck.

- Develop a Work Plan
- Record Paycheck (If Paid)
- Record SAE Time & Skills (Journal)
- Illustrate Work With Photos
- Evaluate SAE Project (Annual Review)

RESEARCH

CONDUCT AN EXPERIMENT
testing a hypothesis & reporting results.

- Develop a Research Plan
- Record Funding & Expenses (If Applies)
- Record SAE Time & Skills (Journal)
- Illustrate Work With Photos
- Write Report & Add to Portfolio
- Evaluate SAE Project (Annual Review)

ENTREPRENEURSHIP

OPERATE A BUSINESS
managing resources for a profit.

- Develop a Business Plan
- Declare Beginning Values (1st Year Only)
- Manage Cash Expenses & Income
- Manage Non-Cash Entries
- Illustrate Work With Photos
- Record SAE Time & Skills (Journal)
- Evaluate SAE Project (Annual Review)

