

Situation: You are a student interested running your own landscaping/lawn mowing business and will perform specific skills. This SAE could include landscaping, lawnmowing or really any other service business.

SAE Scenario in AET

Lawnmowing Business



Step 1 Set Up the SAE- AET Profile

- Select "Experience Manager" and "Add a New"
- Enter your SAE name., typically the name of your business
- Select level of involvement, typically individual
- Choose the area of agribusiness and Landscape Mgtm. (or any area that makes sense)
- In "unit" add maybe "customers" or "lawns" or some other measure to track growth
- Hit "Save" (see box to your right for details)



Name: James Landscaping
Level: Individual
Type: Entrepreneurship
Area: Agribusiness
Unit: # Customers



Step 2 Develop Your SAE Plan(Experience Manager)

- Complete each tab using the help in the heading of each section
- Time may include developing bids for jobs, performing task, repair of equipment, managing plants or other common activities
- Financial information may include fuel and repair expenses, estimated income such as lawns mowed
- Potential Learning Outcomes for your SAE plan are (usually 3 as min. value):



In this SAE I hope to learn more about planning, managing a business, and managing equipment. Some of the AFNR competencies I will learn about from this project are:

- FND.A1.05 - Developing an SAE plan
- ABS.01.01 - Apply micro- and macroeconomic principles to manage a business
- PST.02.01 – Complete regular equipment maintenance and safely operate equipment

Step 3 Enter Beginning Values (If you have items before starting your first class)

- Current Items- fuel, supplies (weed eater string, bags, etc...)
- Non-Current Items- Lawn mower, Weedeater, Blowers
- Liabilities- Loans for your SAE Project
- Cash on Hand- Cash/savings account value from SAE prior to 1st day of Ag



Time

On 9/1/22 – spent 1 hr working on my SAE plan and budget and skills in Foundational area.

On 9/11/22 – spent 3 hrs this week to do three contract jobs and skills in Agribusiness area

On 9/15/22 – spent 2 hrs this week doing oil change and maintained equipment.



Step 4 Record Your SAE Time- SAE JOURNAL

- Use the mobile version or desktop to make entries
- Enter the date, choose your SAE, and related activity
- Description should include decisions and outcomes



Step 5 Record SAE Related Expenses - Finances

A. Cash SAE Expenses

- a. These are your expense records for the SAE
- b. Record date, vendor, SAE and type of expense
- c. Examples are supplies, rent, repair, other....



B. SAE Labor Exchange

- a. Choose SAE related to show expenses you trade your labor and is related to your SAE (rent expense trade for labor)
- b. Be sure an record the time and skills that related to your labor trade
- c. Other Non-cash could be gifts of supplies, or non-sae trade, which is your labor such as babysitting for supplies.



Cash Expenses

9/2/22 – fuel expense \$125

9/2/22 – supplies \$145 for string

Non-Cash Expenses

12/30/22 – Labor exchange \$500 shop rent for the year to store my equipment at home. In exchange you mow around your home



Step 6 Record SAE Related Income - Finances

- Choose Cash Income category
- Most entries to record the payment for your services would be considered "cash sales"



Step 7 Record and Manage Non-Current Items

- Choose "Add New" for items purchased while enrolled in Ag classes (new mower)
- Record "Usage" for each item to link it to SAE(s)
- If you sell non-current items, choose "sale" and complete page

Cash Income

12/1/22 –Cash sales from Bryan Office customer of \$1,500 for 4 months

Usage Tip

Your usage of a lawn mower (J550) can quickly be done by "double click" to put 100% in the SAE

Step 8 Capture Videos / Photos of your SAE with caption

- Use your phone to capture photos and upload directly using m.theaet.com
- Also, you can access and add files in your experience manger



Step 9 SAE Reflection – Important areas

- Annual Summary – describe (1) your SAE & how it relates to ag classes, (2) size of SAE (customers), (3) key outcomes of yr.
- Enter any supplies on hand that have value and you can measure using "+" other current assets
- Review/enter non-current usage for all items
- Skills - Add specify important outcomes...also be sure an add other areas you can now list!



2022: Annual Review Example – Qty 15

I started my Joes Lawnmowing business in September of this year and ran it all year. This is my first year and I served 15 customers. In this year, I gained skills in developing a business plan, making advertisement, and decreasing my time at each job to be more efficient. An important outcome of this year is creating 15 customers, decreasing mowing time to 40 minutes per lawn and having 0 breakdowns while on the job.



Step 10 Determine Project Status

- In most cases, your business will be on-going and remain active



Step 11 Key SAE Reports

- "Single SAE Experience Report"- summarizes THIS SAE project in one report
- "Profit/Loss Report"- summarizes annual income and expenses
- "Complete Record Book Report-" summarizes all of your records into one report



Review all of "Student Help" sections for additional videos and resources: