

Students PROFILE Checklist & Guide

Student Name: _____

Step 1: Log In to The AET

Go to <http://www.theaet.com>, and log in by choosing:

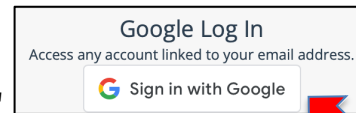


Information needed is:

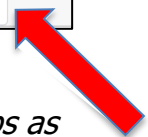
- ✓ **Chapter Number:** A two-digit state abbreviation "+" FFA Chapter number.
Example, TX0765
- ✓ **Username:** Typically first initial and last name, but your teacher will provide.
Example, VKirby, (Vanessa Kirby)
- ✓ **Password:** At first, this is the same as your username. A custom password can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

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

NOTE: If your teacher has input your Google School Email when creating your account, you will be prompted to login with your Google School Account



a. On the AET Homepage, click "Sign in with Google"



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

- Profile, Contacts & Password
- Ag. Class Schedule
- Career Goals, Transcripts & References
- Emergency Info & Permission Forms
- Explore Your SAE Interests

Your Activities

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

Career Connector ▶

- Choose your educational and career interests
- Explore your interest using "My Next Move"
- Explore agricultural career opportunities and more!
- AET access for Mentors and Parents/Guardians
- Survey of Education and Career Plans

Questions? Info@TheAET.com

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

YOUR INTEREST SECTION:



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



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



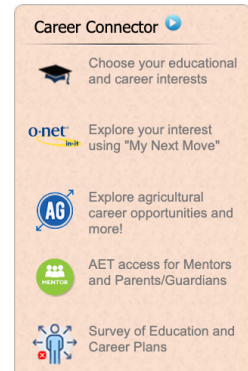
__ j. Explore Ag Careers using Ag Explorer – explore your Ag Career Interest on a website managed by FFA.org.



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



__ l. Survey of Education and Career Plans – 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!