Situation: *You are a student who took a wildlife course and it sparked your interest. You will complete a research SAE over quail habitats. You will have an invest in time and money as well as research funding.*

Wildlife Research-Quail Project in AET
Research

Step 1 Set Up the SAE- AET Profile
- Select Experience Manager and "Add New"
- Enter your SAE name, level, type, and area (see box to the right)

> Name: Quail Project
> Level: Individual
> Type: Research
> Area: Natural Resource Systems

Step 2 Develop Your SAE Plan(Experience Manager)
- Complete each tab using the help in the heading of each section
- Time may include researching hours, preparation time, supervision time & etc.
- Finances may include funding, estimated spending, any labor exchanges, & etc.
- Potential Learning Outcomes from your SAE:

> In this SAE I hope to learn more quails' habitats and how their habitats affect population. Some of the AFNR competencies I will learn about from this project are:
> - NRS.02.01.01.b Demonstrate safety practices when working in an outdoor environment
> - NRS. 01.02.03.c Conduct a field inventory of wildlife species, and record and document findings

Step 4 Record Your SAE Time- SAE JOURNAL

- Use the mobile version or desktop to make journal entries
- Enter the date, choose your SAE, and related activities
- Activity Description should include: decisions made and results/learning outcomes

> On 9/1/17 – 5 hrs, Purchase items needed to complete project
> On 9/15/17 – 4 hrs, chose Hanagriff Ranches to conduct study, developed pastures for research

Step 5 Record SAE Related Expenses

A. Cash SAE Expenses-
   a. FINANCE, Cash Entries, Cash Expense
   b. Record date, vendor, and type of expense
B. SAE Labor Exchange-
   a. FINANCE tab, Non-Cash Entries, "SAE Labor Exchange" and complete entry
   b. Record in your JOURNAL to show the labor done for the exchange (IMPORTANT)

> **Cash Expenses**
> 9/1/17 – $100, Supplies, Grain for plots, Feed Store
> **Non-Cash Expenses**
> 11/10/17 – $150, Supplies, Snake Boots

Step 6 Record SAE Related Income

- FINANCE tab, Cash Entries, and Cash Income
- Record date, vendor, SAE and type of income (Research Funding for sponsorship and Awards/Premiums/Scholarships for Agri-Science Fair prizes)

> **Cash Income**
> 11/1/17 – Research Funding, Hanagriff Ranches, $1200

Step 7 Record and Manage Non-Current Items

- FINANCE tab, Non-Current Items
- Choose "Add New" for items purchased while enrolled in Ag Classes
- Record "Usage" for each item to link it to SAE(s)
- Items like:
  - Laptop
  - Large Supplies with long-term use

Step 8 Capture Photos of your SAE

- Use your phone to capture photos and upload directly using m.theaet.com
- Desktop Version: choose Portfolio, use the dropdown to choose SAE and upload

Step 9 Annual Review

- Develop a summary by year of your SAE
- Describe the start of the year/key outcomes
- Skills and Responsibilites obtained
- Have information flow from year to year showing growth.

> 2017: My completed research has shown that native natural pastures are significantly higher in terms of quail volume and frequency of population during inspections. I do need more information about pasture management, which would come from classes in soils and possibly chemistry. I hope to grow my project to show better results.

Step 10 Determine Project Status

- If the project is on-going then it will stay active or "on"
- When the research project is completed, make the SAE inactive or "turn it off" using the power button icon in the Experience Manager

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:

- ✓ Getting Students Started
- ✓ SAE/FFA Award Video Series
- ✓ Best Management Practices for SAEs(plans, managing records, and more)