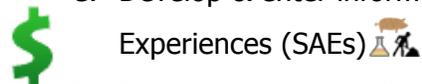


Purpose: This guide reviews the steps to create an AET resume. AET's resume for students is a great report that uses AET records to develop a pre-formatted resume, which is great to use with scholarship and employment applications and continuing education opportunities.

(Step 1) Enter Agricultural Education, FFA & SAE Involvement into AET

- A. Enter Agricultural Education Courses in the "Profile" section of AET 
-  B. Enter your involvement in FFA offices & Committees through the "Profile" section of AET 
- C. Develop & enter information for your involvement (Journal & Finances) in AET Experiences (SAEs) 
-  D. Enter your activities (time) in FFA events and competitions 
- E. Enter your time in Community Service events 

(Step 2) Enter Accomplishments, Certifications & Other into AET

-  A. Using the "Manage Your Resume Information" enter high level accomplishments, certifications, membership and other information 
- B. Enter your "Career Objective", which is a concise one-sentence summary of your overall personal career objective.
- C. Review your success in AET badges (for more information review the AET Badges guide). 

(Step 3) Print your AET Resume Report

-  A. Using the AET Report section, access your student resume report.
- B. Down load the resume report, review and make any edits needed to best represent your personal attributes related to your use of the resume.

Hint.....the better your AET records, the better and more complete your AET Resume. 