

# 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, TMurphy for Tim Murphy.*
- ✓ **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:  _____

## 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.

Your goal is 100% complete, so do all required sections


Choose "edit" and complete all sections


Choose "edit" and enter your complete address

Choose "edit" and complete contact information & verify your email address


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\*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. Manage your Resume information – The resume builds from record book information, but be sure to list (1) accomplishments or certifications, (2) career objective and (3) references


## 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 INTEREST SECTION:

 \_\_\_ g. Choose your educational & career interest – Select careers that interest you, and rank them on the right side.

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

**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](http://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!***

### About You



Manage/Edit your personal profile and password



Record your school Ag class schedule



Manage your Resume information

### Your Activities



Experience Manager (SAE)



Enter your FFA offices



Enter your FFA committee memberships



JudgingCard event results

### Career Connector



Share your experiences with colleges, view scholarships & more!



Choose your educational and career interests



Explore your interest using "My Next Move"



AET access for Mentors and Parents/Guardians