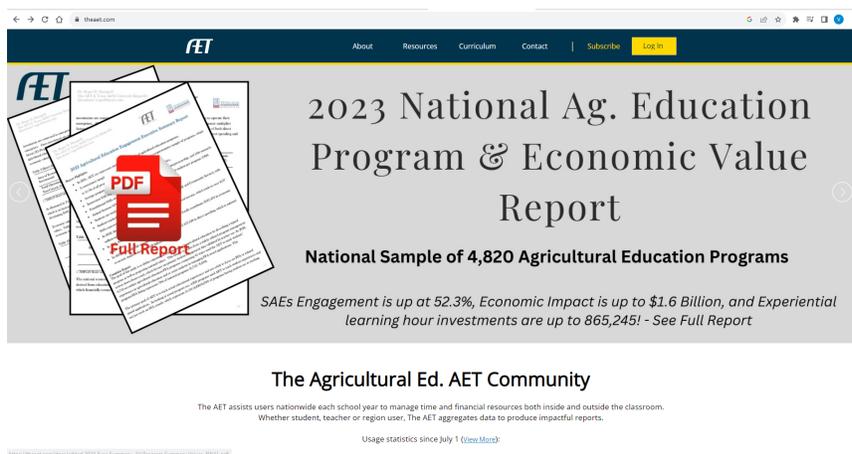


The AET Experience Tracker:

***This is where both animal raisers and non-animal raisers will log in their hours for things such as community service, chapter meetings, chapter hours, above the chapter activities, finances, and FFA contests. The Agriculture Science Teachers will use this program to check for eligibility to show at the Katy ISD livestock show, scholarships, and different degrees that you can earn through the FFA. This document will help you navigate the AET website as well as show you how to download it as an app for easier access, so you know where and how to log in all of your activities, hours, and finances. Also if you have any questions you may also ask Mr. Brassell for clarification.

Step 1: Log in to the AET

Website: <https://theaet.com/>



After you click the login button in the top right on the homepage you will be directed to login through the student login.

You will have to enter our chapter number as well as your username and password.
Our chapter number is **tx1198**

*If you forgot your username and/or your password talk to Mr. Brassell and he can help you access your account.

Step 2:

Once you are logged into your profile you should see a screen that looks like this:

From this screen you will click on the journal tab at the top of the page and will be directed to this screen.

From this page you will be able to log in all of your activities that you participate in during your time in the FFA. Under the **FFA** Link in the middle of the page. This is especially important if you are an animal raiser or intend on getting your Chapter or Lonestar Degree at some point in your FFA career.

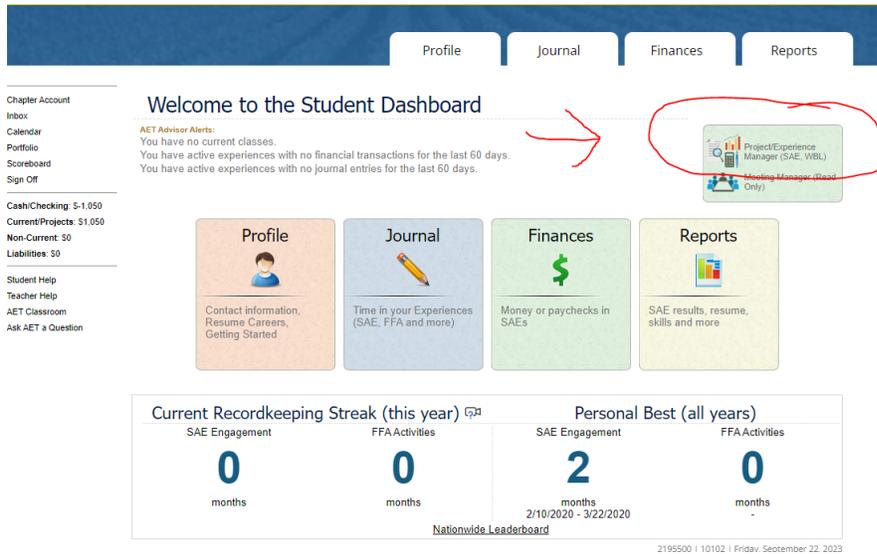


***Reminder- Animal and Non-Animal Raisers must complete so many chapter hours, community service hours, above the chapter activities, and be present at certain chapter meetings to be eligible to show or participate in team events.

Animal Raisers/Horticulture Exhibitors/Floral Constants- you must also enter 2 journal entries per week. That is to be done under the AET Projects/Experiences link under the Journal tab. Also you are required to keep track of your financial entries during the duration of your show project. The way to enter financial information is to:

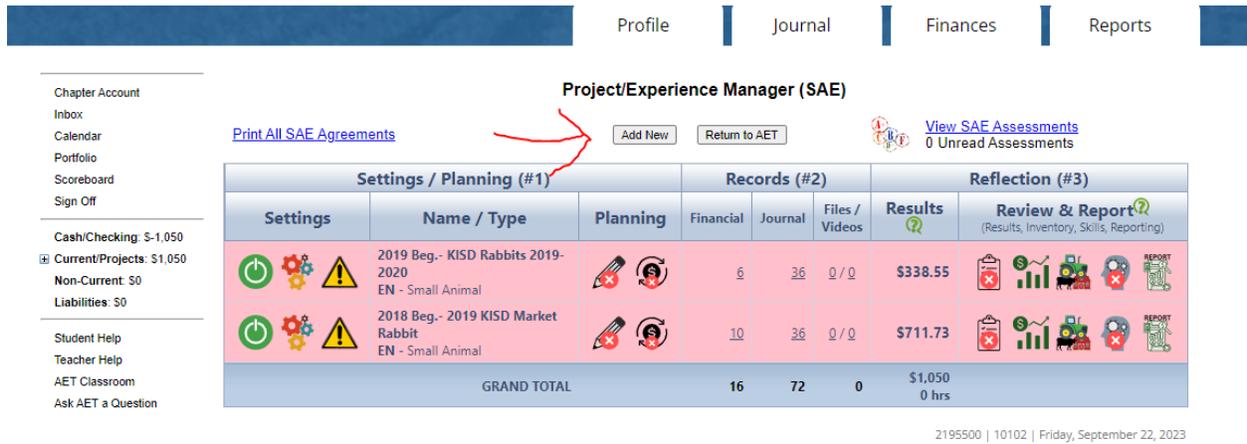
Step 1:

From your AET home page select Project/Experience Manager in the upper right corner.



Step 2:

On the next page you must set up a new project experience.



Step 3:

Enter in the needed information:

Profile
Journal
Finances
Reports

Add/Edit Experiences

Project Name:	<input type="text"/>	Enter a short descriptive name for this experience.
Experience Focus:	<input checked="" type="radio"/> Individual <input type="radio"/> School Based <input type="radio"/> Service Learning	
Tracking Your Experience:	Basic: <input type="radio"/> Foundational	Journal Only
	Agriscience: <input type="radio"/> Research/Experimental	Journal and Finances
	Job: <input type="radio"/> Paid Placement <input type="radio"/> Unpaid Placement	Paychecks and Journal
	Business: <input checked="" type="radio"/> Entrepreneurship/Ownership	Journal and Finances
Primary Experience Category:	Animal Systems	Explore AFNR Categories
Primary Subcategory:	Goats	
Category/Unit:	head of Market Goats	
Management Module:	Market/Replacements Manager	

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Example:

Project name: 2023-2024 KISD Market Goat (Make sure you put the year and project)

Experience Focus: Individual

Tracking Your Experience: Business-Entrepreneurship/Ownership

Primary Experience Category: Animal Systems

Primary Subcategory: Goats

Category/Unit: head of Market Goats

Management Module: Market/Replacement Manager

Once that information has been entered click save at the bottom of the screen.

Step 4:

After you hit save your project should populate on the Project/Experience Manager page.

Chapter Account

Inbox

Calendar

Portfolio

Scoreboard

Sign Off

Cash/Checking \$-1,050

Current/Projects: \$1,050

Non-Current: \$0

Liabilities: \$0

Student Help

Teacher Help

AET Classroom

Ask AET a Question

Project/Experience Manager (SAE) Click Here

[Print All SAE Agreements](#)

 [View SAE Assessments](#)
0 Unread Assessments

Settings	Name / Type	Planning	Records (#2)			Reflection (#3)	
			Financial	Journal	Files / Videos	Results	Review & Report
	2019 Beg.- KISD Rabbits 2019-2020 EN - Small Animal		5	26	0 / 0	\$338.55	
	2018 Beg.- 2019 KISD Market Rabbit EN - Small Animal		10	26	0 / 0	\$711.73	
GRAND TOTAL			16	72	0	\$1,050	0 hrs

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Once you are to this point you may click on the financial entries and add your very own expenses. Such as the animal, feed, show supplies, feeding and bedding supplies, and all other expenses associated with your show project.

Step 5:

Chapter Account

Inbox

Calendar

Portfolio

Scoreboard

Sign Off

Cash/Checking: \$-1,050

Current/Projects: \$1,050

Non-Current: \$0

Liabilities: \$0

Student Help

Teacher Help

AET Classroom

Ask AET a Question

Transaction List

Year:	Experience:	Accounting Category:	Vendor/Memo:
(All) ▼	KISD Rabbits 2019-2020 ▼	(All) ▼	

Options	Date	Added	Vendor	Debit	Credit
Edit	1/31/2020	3/22/2020	KISD Rabbits 2019-2020 (Supplies) D&D feed and supply	\$30.31	
Edit	1/30/2020	3/22/2020	KISD Rabbits 2019-2020 (Supplies) Katy feed and tack	\$7.50	
Edit	1/13/2020	3/22/2020	KISD Rabbits 2019-2020 (Supplies) D&D feed and supply	\$25.72	
Edit	1/5/2020	3/22/2020	KISD Rabbits 2019-2020 (Feed) Tractor supply	\$43.00	
Edit	1/5/2020	3/22/2020	KISD Rabbits 2019-2020 (Supplies) Tractor supply	\$7.02	
Edit	9/16/2019	3/22/2020	KISD Rabbits 2019-2020 (Entry Fees / Commissions) Animal payment	\$225.00	
Grand Total				\$338.55	\$0.00

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Make sure that you select the correct year and project that you wish to enter in financial entries for. After you complete the first circle click on the second “New Entrep. Expense” button.

Step 6:

Chapter Account

Inbox

Calendar

Portfolio

Scoreboard

Sign Off

Cash/Checking: \$-1,050

Current/Projects: \$1,050

Non-Current: \$0

Liabilities: \$0

Student Help

Teacher Help

AET Classroom

Ask AET a Question

New Expense Transaction

Date:	Vendor/Payee:	Total Amount:
9/22/2023		\$0.00

Split:	Experience:	Type:	Amount:	Memo/Efficiency: <small>(Quantity (space) Unit) * Feed, 750 lbs</small>
1	(Choose Experience) ▼	(Choose Type) ▼	\$	
2	(Choose Experience) ▼	(Choose Type) ▼	\$	
3	(Choose Experience) ▼	(Choose Type) ▼	\$	
4	(Choose Experience) ▼	(Choose Type) ▼	\$	
5	(Choose Experience) ▼	(Choose Type) ▼	\$	

SELECT THE DATE THAT YOU MADE THE PURCHASE. If you are having to back log expenses please make sure that you put the correct date of your purchase. As well as where you purchased the product under the Vendor/Payee (ex. Tri-County Feed)

- Choose your experience
- Choose your type of purchase (ex. Feed, vet expenses, supplies, ect.)
- Type the amount spent
- Type a quick memo of what you purchased (ex. 2 bags of feed.

Click Save and Return if you are finished entering expenses or if you have more to enter click on the Save/Enter Another.

Again this is important to keep up to date and accurate. The Ag teachers will be looking at your record book to make sure that you meet the eligibility requirements in order to show your animal or participate in certain activities. If you have any questions please ask Mr. Brassell for help. We would rather you get help now, than wait until the very end and miss a requirement. Also, the better records that you keep now the easier it will be for you to apply for your Lonestar or scholarships offered to you.

Animal Raiser Requirements:

500 dollars raised during our 3 fundraiser opportunities.

5 chapter hours

5 community service hours

Sell 5 items from our meat, fruit, cookie, and popcorn fundraiser

Sell at least 1 ad for the ad book

2 Above the chapter activities

Be at predetermined barn check days with your species advisor

***All of these activities can and should be entered into the AET website or app.

Supplemental Video:

 [AET- Journal Entries](#)

How to get the AET Mobile App:

AET Mobile for Students

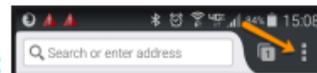
AETlearn

Purpose: The purpose of this guide is to outline how to access AETmobile for students and important features to keep records on the move!

Step 1: Access <https://m.theaet.com> – on your mobile device

Step 2: Save to your mobile device "home screen" – adds the AET icon to your homescreen for easier access

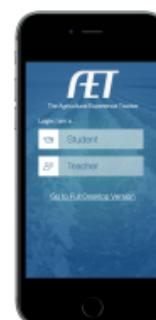
For iPhone users: 

For Android users: 

Step 3: Login using SAME credentials as the main site:

Student use:

-  (1) State+Chapter ID (TX1234)
-  Username - (BSmith) for "Bill Smith"
-  Password – initially your username or your edited password



Step 4: Start Using AET Mobile for Students – Key features are:

