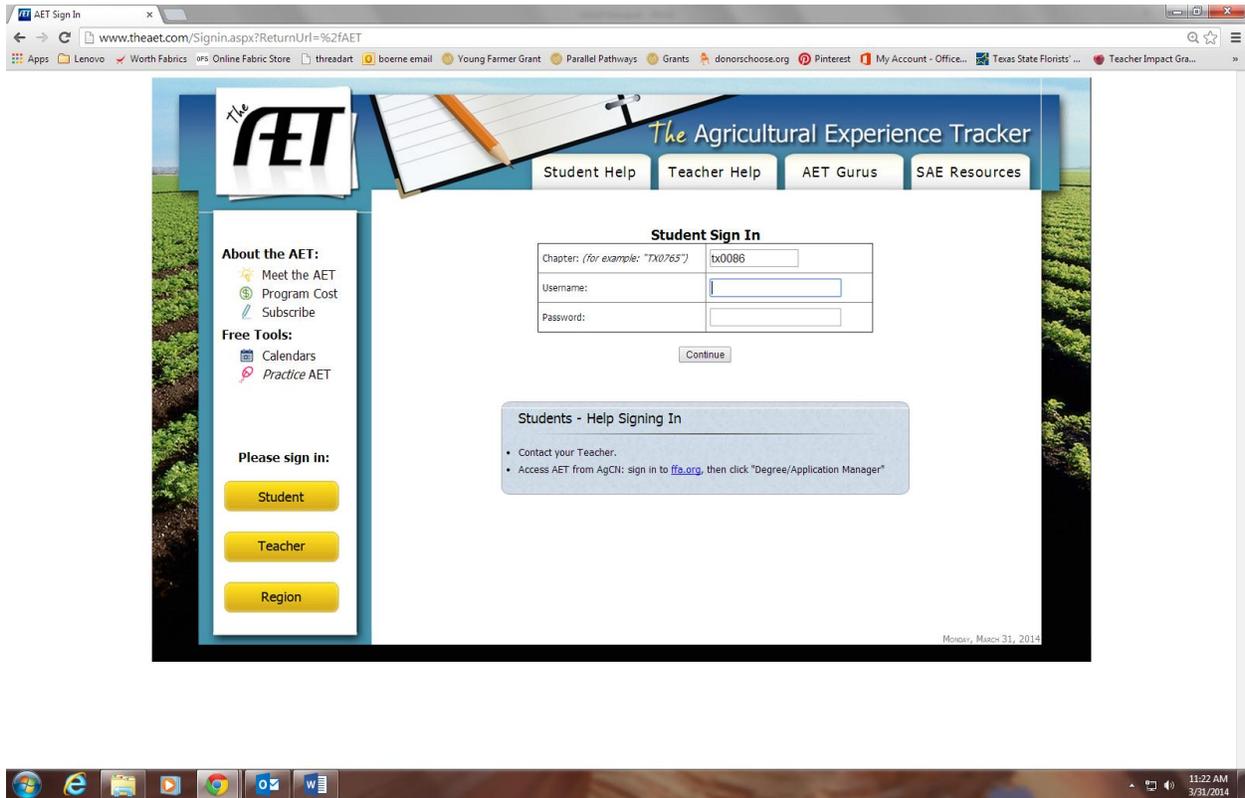


Go to www.theaet.com and login with our chapter number, your username and password.



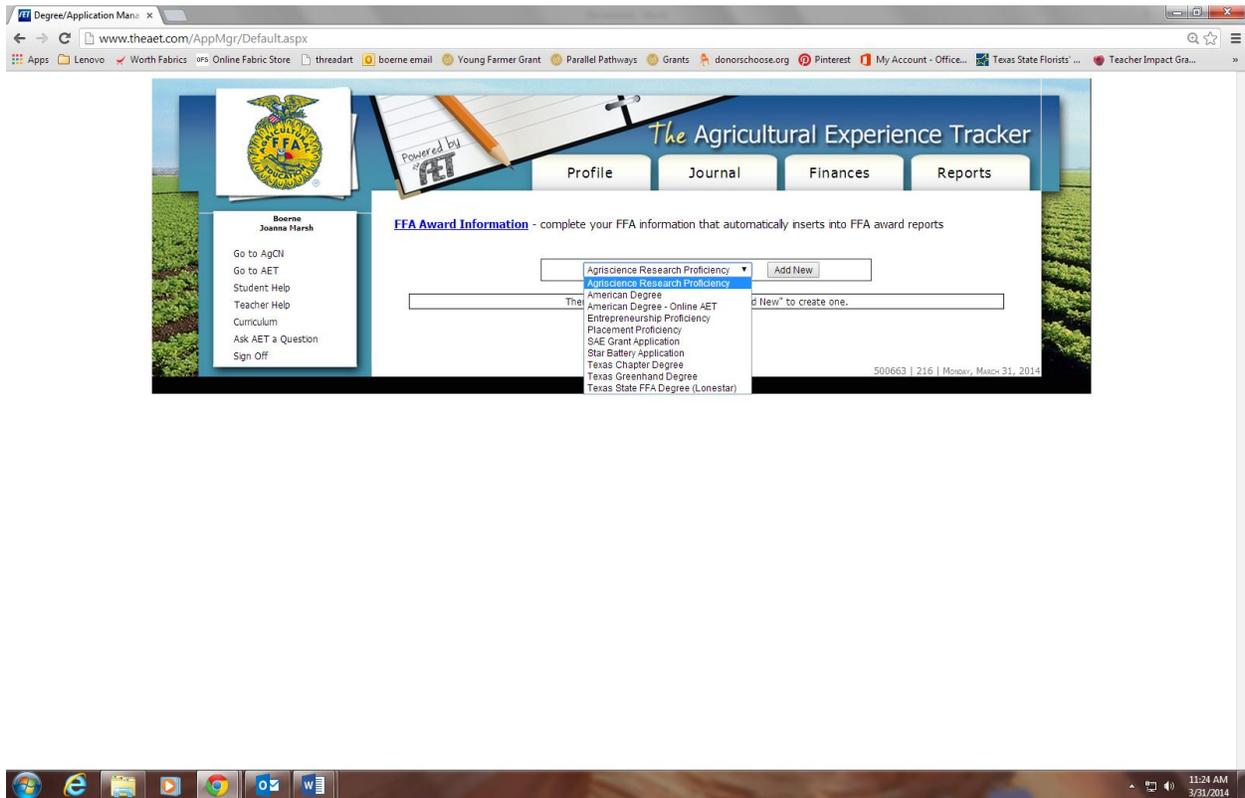
Click on "REPORTS". This is where you can generate all the applications that you might need to complete through FFA.



Click on "DEGREE/APPLICATION MANAGER"



Select the Application you want to be generated in your recordbook from the drop down menu, and click "ADD NEW"



The application you selected will now show up under your reports tab. Click on the "Application" in blue and you will be able to begin your application.

www.theaet.com/AppMgr/Default.aspx

Boerne Joanna Marsh

Go to AgCN
Go to AET
Student Help
Teacher Help
Curriculum
Ask AET a Question
Sign Off

FFA Award Information - complete your FFA information that automatically inserts into FFA award reports

Entrepreneurship Proficiency Add New

Generate/Edit Application	Unique #	Application Type	Date Created	
Application	96665	Entrepreneurship Proficiency	3/31/2014	Delete

500663 | 216 | Monday, March 31, 2014



Go through each section and complete the application. Once you complete each section, click on the “GENERATE APPLICATION” button, print and submit to Marsh or Doster!

www.theaet.com/AET/Reports/ProfEntApp/default.aspx?ID=96665

Boerne Joanna Marsh

Inbox
Calendar
Portfolio
Scoreboard
Sign Off

Cash on Hand: \$0
Cur Inventory: \$0
Cap Inventory: \$0
Liabilities: \$0

Student Help
Teacher Help
AET Gurus
Curriculum
Ask AET a Question

Return to Report Manager

The following steps will guide you through setting up your Proficiency Application:

1. [Basic Information](#) - specify the proficiency area and other introductory information.
2. [Experience Selection](#) - choose which entrepreneurship experiences should be included in this application.
3. [Performance Review A](#) - describe how you got started in this area.
4. [Performance Review B](#) - describe your progress.
5. [Performance Review C](#) - analyze and evaluate your experiences.
6. [Skill, Competencies, and Knowledge](#) -
7. [Efficiencies](#) -
8. [Picture Selection](#) - choose pictures from your [Portfolio](#) to include with this application.
9. [Checklist](#) - determine if your application meets the minimum requirements for submission
10. [Generate Application](#) - download your Excel application.

500663 | 216 | Monday, March 31, 2014



