SAE Plan Worksheet - Placement

Student Name: _____

Purpose: *An SAE Plan is to help you outline your SAE Project from project beginning to end; Use this worksheet to brainstorm ideas and then develop your SAE plan in AET. *SAE Plan prompts vary dependent on your state.*

Step 1: Choose SAE Plan in Project/Experience Manager:

Service Dog Society
PL - Small Animal

Step 2: Complete the sections of the SAE Plan: *Answer the following questions to help develop your plan!*

> **A.** <u>**Description**</u> - provide a general description of the project. Try to answer these questions:
>
> Who is your employer, what is your job title and potential dates of work? Paid or Unpaid?
>
> What is the nature of the business, products sold, services offered in which you are employed?
>
> Who will serve as a mentor or supervisor of your SAE? *Industry rep, teacher, parent, business partner*
>
> What are your plans to address safety in your work experience?
>
> **B.** <u>**Time**</u> – Provide a plan for time that you will likely spend. Try to answer these questions:
>
> What are the expected working hours? *During the school year and summer months? Hourly Wage?*
>
> What are some common work activities you think will be part of your project?
>
> How does this experience relate to your career plans?

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    C.   **Learning Objectives** – Provide a summary of what you plan to learn during your SAE project:

      Choose **THREE** Skills and share what activities you plan to participate in to achieve those skills:
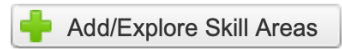
1.

2.

3.

You can use the SAE Competencies link in the Learning Objective section online to help identify skills likely related to your SAE; you can also search AFNR indicators that link to your SAE!   Add/Explore Skill Areas

E. Electronic Signatures - Enter your signature and request teacher and parent

- Once you have completed your plan, choose the E-Signature tab, and electronically sign your plan.
- After you type your signature, Click "Submit Student Signature"
- Select your Ag teacher to initiate a signature
- To secure a parent signature, Edit to add parent contact info, then Click "Request Parent Signature"
- Enter the employer name and email, then Click " Request Employer Signature"