

Hyper Doc  
-AET Recordbook Final Exam-  
Due Friday December 14, printed

Rubric

Completing Profile Information

Resume construction-Video

Resume Step by Step

SAE Plan writing

SAE Plan worksheet-Placement

SAE Plan worksheet-Entrepreneurship

SAE Location-MAKE VIDEO (Screencast)

Uploading Pictures + Writing Captions

Journals-How to (Video)

Journals-How to (Document)

How to check Journals

How to log community service hours (See #7)

How to generate COMPLETE Recordbook Report

- Click **REPORTS**

- In the **YELLOW** section under Annual Reports + FFA Apps, Click **COMPLETE RECORDBOOK REPORT**

- Be certain that ALL SAEs are selected

- Click **GENERATE PDF** then print the PDF

- Sign (including parent/guardian signature)

- Turn in ON or BEFORE the Due Date