

How to use the Clipboard and Efficiencies to Benefit the SAE in Applications

AET Office Hours

1.15.25



Topics:

1. Annual Review Content Tips for all SAE Types

- Entrepreneur
- Placement
- Foundational
- Research

2. Creating impactful efficiencies for SAEs



What is an Annual Review?

In the Records: Located in the Experience Manager

Project/Experience Manager (SAE)

[Print All SAE Agreements](#) [Add New](#) [Return to AET](#)  [View SAE Assessments](#)
0 Unread Assessments

Settings / Planning (#1)			Records (#2)			Reflection (#3)	
Settings	Name / Type	Planning	Financial	Journal	Files / Videos	Review  (Results, Inventory, Skills)	Results 
 	2022 Beg.- WD Dorsets Ewe Flock EN - Sheep		 		47	5	0 / 0    

Clipboard:

- Summarizes the annual activities that occurred in your SAE type



Components of the Annual Review - ENT

Summarize the annual activities in your ENTREPRENEUR SAE using the following:




1. Define (a) Goals, (b) Size of project, (c) description.

Ideas such as: (a) *Animal: Exhibition, Breeding, Replacements, Feedlot, Sales, Companion* (b) *Plant/Crop: Grow vegetables for resale, crop acres* (c) *Service/Market a product: Summary of business/product value*.

2. Summarize skills each year focusing on challenges/success, supported by records. Ideas such as: (a) *skills of record keeping, managing business and improve marketing, which all help my business*.

3. Give some financial highlights or specific outcomes for the year such as: *cash sales, year-end Current Inventory, extremes in sales (high and low), offspring born, yield per acre, profit, # of customers, products sold, or other outcomes common in the industry*.

Written Annual Review - Example

Year	Numeric Quantity 	Description  
2022	<input data-bbox="580 882 873 968" type="text" value="3.0"/>	<p data-bbox="1026 704 2402 1089">I entered Ag Education with 3 mature Dorset bred ewes due to lamb in September 2022. These ewes each lambed twins (4 rams, 2 ewes). I utilize AI breeding to synchronize lambing to target market flexibility. I am responsible for feeding, bedding, and watering the sheep daily and managing and processing during lambing. 6 offspring transferred to 2022 Fall Offsprin SAE (\$300 ea). CLOSING CURRENT INVENTORY: 3 round</p> <p data-bbox="1638 1089 1798 1153">Save</p>



Annual Review – Award Application

In the Award: Located in the Degree/App Manager

2022

Pathway	Name & Description	Size/Scope of Enterprise
Animal Systems	WD Dorsets Ewe Flock I entered Ag Education with 3 mature Dorset bred ewes due to lamb in September 2022. These ewes each lambed twins (4 rams, 2 ewes). I utilize AI breeding to synchronize lambing to target market flexibility. I am responsible for feeding, bedding, and watering the sheep daily and managing and processing during lambing. 6 offspring transferred to 2022 Fall Offsprin SAE (\$300 ea). CLOSING CURRENT INVENTORY: 3 round bales hay (\$90).	3 head

SAE – Entrep Details

- Pulls from the clipboard
- Identifies the summary of an Ag SAE
- Scored in proficiencies and star applications



Annual Review – Scoring

Area	Section	Points Possible	High Points 6 to 5
SAE Entrepreneurship	SAE Name & Description	6	Provides a <u>clear and concise</u> SAE description. Details <u>yearly responsibilities</u> including clearly understandable <u>size/scope</u> . (2 - 1.5)
	Size/Scope of Enterprise		Shows <u>significant growth</u> , in <u>diversification</u> , <u>responsibilities</u> and engagement over time period and <u>opportunities</u> represented. (4 - 3.5)

Annual Review:

- Should never be a “copy/paste” from year to year
- Events/responsibilities rarely repeat identically from the previous year



Components of the Annual Review - PLCT



Summarize the annual activities/work responsibilities for your PLACEMENT SAE and include the following:

1. Job Title /Position with clear identity of your role
2. Identify your work duties and how they relate to agriculture and products/services you worked in
3. Itemize common list of skills/task you complete (hint - summarize your journals)
4. List SAE outcomes/efficiency items, such as annual promotions, trainings, pay raises, change in position, roles or responsibilities, etc...

For example (Copy/Paste):

My job/role title is _____, and my responsibilities this year are _____. The business/institution that I work is _____. Some everyday activities I perform in my job this year include _____, _____, _____, and _____. Outcomes for my work in this year include _____.

Written Annual Review - Example

Year	Description  
2023	<p>CAMP ASSISTANT - Wilmington College Horse Camp (5 days, 35 campers)</p> <p>I gained employment at Wilmington College Horse Camp in the summer of 2023 with the following tasks: Clean stalls (10 hrs), Groom horses (5 hrs), Bathe Horses (10 hrs), Supervise riding (15 hrs), Feed and water horses (10 hrs)</p> <p>Save</p>

Annual Review – PLCT Award Application

2023

Pathway	Employer or Supervisor's Name <u>Job Title, Responsibilities, or Project Description</u>	Unpaid Hours	Paid Hours	Total Hours	Gross Earnings	Current Expenses
Agribusiness Systems	WC Summer Horse Camp - UNPAID CAMP ASSISTANT - Wilmington College Horse Camp (5 days, 35 campers) I gained employment at Wilmington College Horse Camp in the summer of 2023 with the following tasks: Clean stalls (10 hrs), Groom horses (5 hrs), Bathe Horses (10 hrs), Supervise riding (15 hrs), Feed and water horses (10 hrs)	50	0	50	\$0	\$0
	TOTAL	50	0	50	\$0	\$0

- **SAE – Placement Details**
- Pulls from the clipboard
- Identifies the summary of an Ag SAE
- Scored in proficiencies and star applications



Annual Review – Scoring

Area	Section	Points Possible	High Points 16 to 13
SAE Size, Scope, Responsibilities (Details)	SAE Placement	16	<p><u>Includes</u> a complete SAE <u>description, size, scope, responsibilities or hours/and or income.</u> (6 - 5)</p>
			<p>Shows <u>significant growth, in diversification,</u> responsibilities or hours and/or income and engagement over time period and opportunities represented. (10 - 8)</p>

Annual Review:

- Should never be a “copy/paste” from year to year
- Events/responsibilities rarely repeat identically from the previous year
- Shows growth and diversification from one year to the next



Components of the Annual Review - RES

Summarize annual activities in your RESEARCH SAE and include the following:



1. Project Description and 2. Research purpose or objectives

For Example: *My research began in this year ___ and plans to end on _____. My research summary is _____. In this year, my research purpose was _____.*

5-11-00



Written Annual Review - Example

Year	Description  
2019	<p data-bbox="703 486 2295 886">This year I conducted a research project "Can Wool be Used to Control Sediment and Phosphorus Losses for an Ohio Soil." While conducting this research I gained the skills in the area of scientific methods, chemical runoff, and erosion ways. The important outcomes of my project for this year was finding sustainable ways to prevent soil erosion, phosphorus losses, and find a more natural production of the wool market.</p> <p data-bbox="1421 891 1587 958">Save</p>

- Does not currently appear in a research proficiency or degree app
- Only brings over the Research Project Name and expenses
- It could appear in the NEW app for 2026



Annual Review – RES Award Application

#	Pathway	Research Title	Years	Hours	Funding	Expenses
1	ESS	Does wool effect soil erosion and phosphorus runof	2019	32	\$2,000	\$1,900
Total Projects: 1				32	\$2,000	\$1,900

- The Description is limited to the Research Title only
- Also includes the expense/and funding summary



Annual Review – Scoring

Area	Section	Points Possible	High Points 6 to 4
Research Projects: Information, Financials and Summary	One per project reported.	6	Candidate <u>clearly describes hours</u> and expense records for each of the <u>research projects</u> reported over the time period represented. (2 - 1.5)
			Expense records or justification for no expenses are <u>reasonable</u> for the agriculturally related research projects. (4 - 2.5)

Annual Review:

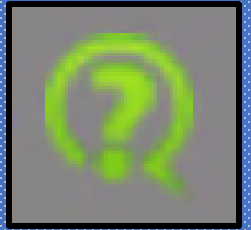
- Should never be a “copy/paste” from year to year
- Name/Hypothesis of project is focus of the scoring rubric



Efficiency Factors



Efficiency Factor Help



Hover the ? for help

Efficiency Factors and Learning Outcomes

[Edit 836](#) These may connect to your outcomes you described each year, but develop measureable outcomes of your SAE and define a value to show your outcomes.

As you develop items for each year, re-use them in the next year or add new areas as you can develop important SAE outcomes.

Improved by monitoring feed use and trying

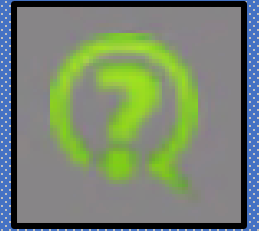
Factor

Level




Descript



[Edit 837](#) Describe an "effeciency gained" or "learning outcome" gained in the SAE and in the a particulare year. This is best if you are able measure and quantify a value.

Efficiency Factor Help



Hover the ? for help

Factor 	<u>Level</u> 	Description (how this helps in 
<p>Edit 849 This is a measureable value that aligns with your factor listed.</p>		

	Level 	<u>Description</u> (how this helps in your SAE) 		
<p>Edit 840 Describe how this factor impacted the management decision or performance of the SAE to improve decision making or manage outcomes.</p>				

Efficiency Factors - NEW

For Efficiency Factors, use #3 of Annual Review to develop measurable values each year & repeat in following years when possible.

Use the "+" to add factors for each year.

NOTE: The more reflective and specific you can be now, the better this transitions to your reports and FFA Degrees & Awards, so share your SAE growth!

[Breeding Animal SAE Efficiency Factor Video](#)

[Market Animal SAE Efficiency Factor Video](#)

[Agribusiness SAE Example \(Apiary SAE\) Efficiency Factor Video](#)


[Edit 842](#)

Efficiency Factors and Learning Outcomes

- New feature to measure growth and learning
- Videos present for assistance



Steps to Enter Factors or Outcomes

1. Click "Add New" from dropdown
 - If no previous factors – type in new
 - If factors created, select to reuse annually for comparison
2. Enter the level for the factor
 - Include unit of measure
3. Enter description
 - Reflecting on the steps or procedures used to improve the Factor
4. Click 

Add new for this year:

Lambing Percentage | ▼

embryos pulled


Cost per Ewe


Add new for this year:

Lambing Percentage | ▼

200% |

In the first year of the project, it was important to maximize the profit potential that comes from offspring. I utilized a 13% protein grain flush 30 days before breeding, while strictly following





Finished Product

Edit	Lambing Percentage	200%	In the first year of the project, it was important to maximize the profit potential that comes from offspring. I utilized a 13% protein grain flush 30 days before breeding, while strictly following 100% of the AI breeding protocol provided by the RSG Vet services.	X
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To FIX any part – Click EDIT

To remove the factor for the year – Click X




In the APPLICATION.....

LEARNING OUTCOMES & EFFICIENCY FACTORS

Pull efficiency from AET





 Add from AET

 Review in AET






Return to AET

Special Notes for this page:

- Efficiency factors and Learning Outcomes are shared among all applications in your account.
- Add as many as you want, and checkmark up to five to include in this application.
- For entrepreneurship SAEs, focus on efficiency factors that improves your projects. 
- For placement SAEs, focus on your learning outcomes and how your skill attainment or learning has improved. 

 **Create a new efficiency measure manually**

 Add New Outcome/Efficiency

Use?	Learning Outcome  or Efficiency Factor 	Beginning Level	Level Attained	Describe how this factor or outcome impacted the management decisions or performance objectives. 
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****NOTE: If added manually, only the efficiency appears in the dropdown**

No records to display. **in the records** (level & description do not)

Add from AET

LEARNING OUTCOMES & EFFICIENCY FACTORS - ADD FROM AET

This can help you showcase factors you have developed. Three simple sets:

#1 Choose the factor from the list

#2 Choose a base (beginning level)

#3 You can then choose later years of related factors that illustrate growth/success

If you would like to return to the Experience Manager you can add new factors or make edits to improve each listed. [Edit 871](#)

1. Choose a Factor

✓ (Choose a Factor)

Cost per Ewe

Lambing Percentage

Review in AET

Choose Factor from dropdown

2. Choose a Beginning Level:

3. Choose a Target/Ending Level:

+ Add to Award

AET

Choose Factor for Year(s)

1. Choose a Factor:

2. Choose a Beginning Level:

Project	Year	Level	Description	
WD Dorsets Ewe Flock	2022	200%	In the first year of the project, it was important to maximize the profit potential that comes from offspring. I utilized a 13% protein grain flush 30 days before breeding, while strictly following 100% of the AI breeding protocol provided by the RSG Vet services.	<input type="button" value="Edit in AET"/>
WD Dorsets Ewe Flock	2023	175%	kn kscnlkqsw;fjqw;dlscln;wkjvnfwoi;fj	<input type="button" value="Edit in AET"/>

- Always use the Beginning Year Value
- Option to use last year of the project or BEST year
 - Can include values from each year in between in the description box



1. Choose a Factor: Lambing Percentage ▾ Review in AET

2. Choose a Beginning Level: **Choose 1 factor for the beginning level in step 2**

Project	Year	Level	Description	
WD Dorsets Ewe Flock	2022	200% (2 lambs/ewe ave.)	In year one, it was important to maximize the profit potential that comes from offspring. I utilized a 13% protein grain flush 30 days before breeding, while strictly following 100% of the AI breeding protocol provided by the RSG Vet services.	Choose Edit in AET
WD Dorsets Ewe Flock	2023	175%	kn kscnlkqsw;fqw;dlscln;wkjvnfwoi;fj	Choose Edit in AET

3. Choose a Target/Ending Level: **Then Choose the last or best year same efficiency in step 3.**

Project	Year	Level	Description	
WD Dorsets Ewe Flock	2022	200% (2 lambs/ewe ave.)	In year one, it was important to maximize the profit potential that comes from offspring. I utilized a 13% protein grain flush 30 days before breeding, while strictly following 100% of the AI breeding protocol provided by the RSG Vet services.	Choose Edit in AET
WD Dorsets Ewe Flock	2023	175%	kn kscnlkqsw;fqw;dlscln;wkjvnfwoi;fj	Choose Edit in AET

+ Add to Award

Click ADD to Award



Units of Measure – Define what is Known

Update Cancel	Lambing Percentage ▼	200% (2 lan	In the first year of the project, it was important to maximize the profit potential that comes from offspring. I utilized a 13% protein grain flush 30 days before breeding, while strictly following	X
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EDIT: 200%. = 2 lambs/ewe average

If using a Skill: Level defined as "Novice"

- What is known as Novice = can halter a horse, but saddling is limited
- If Level is Advanced: tack a horse with 100% accuracy



Brings both descriptions from each year

Describe how this factor or outcome impacted the management decisions or performance objectives. 		
<p>300 max length; your length is 303.</p> <p>WD Dorsets Ewe Flock: In year one, it was important to maximize the profit potential that comes from offspring. I utilized a 13% protein grain flush 30 days before breeding, while strictly following 100% of the AI breeding protocol provided by the RSG Vet services. kn kscnlkqsw;fjqw;dlscln;wkjvnfwoi;fj</p>	<p><u>Delete</u></p>	<p><u>Edit</u></p>

Exceeds max length

Click EDIT

Write impacts of factor

Identify management decisions used

It will combine both the beginning and ending descriptions of the efficiency

- It will require a review and edit



Application View



National Proficiency Application

Learning Outcomes & Efficiency Factors

Learning Outcome or Efficiency Factor		Beginning Level	Level Attained	Description
1	Lambing Percentage	<u>2022</u> 200% (2 lambs/ewe ave.)	<u>2023</u> 175%	WD Dorsets Ewe Flock: In year one, it was important to maximize the profit potential that comes from offspring. I utilized a 13% protein grain flush 30 days before breeding, while strictly following 100% of the AI breeding protocol provided by the RSG Vet services. kn kscnlkqsw;fjqw;dlscln;wkjvnfwoi

Defined Measure

Undefined Measure



Entrepreneur Factors

Cost per lb. of Gain

Cost per Acre of Production

Cost per Unit of Production

Average Daily Gain

Average Yield per Acre

**Average Selling Price per
Bushel (lb., cwt, hd)**

Return on Investment

ROI on Operational Expense

**Feed Efficiency (lbs. feed per 1
lb. gain)**

Lambing, Calving, Kidding %

Number Born Alive Ratio

Weaning Percent

% Death Loss

Days on Feed

Units Produced per Hour

Placement Factors

Average Net Earnings per Hour

Average Gross Earnings per Hour

Attendance Rate

Product Identification % (Level)

Productivity Rate

Quality of Work

Punctuality

Customer Satisfaction Score

Turnaround Time

Employment Engagement Index



AET Reports for Efficiencies



Analysis of animal
Experiences

1. Analysis of Animal Enterprises

2. Monthly Statement of Cash Flow

3. Detailed Review of Financial Records

4. Report of Non- Current Items

5. Profit Loss

Resources: AET in The Classroom

AET Office Hours – Fall

- [Efficiency Factor Tip Sheet](#)
- [December ZOOM Efficiency factor Zoom](#)

