

Situation: You are a student that is interested in tractor restoration and invests time and money to restore a tractor(s) for your SAE. You plan to sell the tractor(s) to make a profit. You have a restoration business.

Tractor Restoration SAE Scenario in AET

Entrepreneurship "Business"

Step 1 Set Up the SAE – AET PROFILE



- Select Experience Manager and "Add New"
- Enter your SAE name, level of involvement, SAE type (Entrepreneurship), interest area & other, then "save"



Name: Tractor Restoration Business
 Level: Individual
 Type: Entrepreneurship
 Area: Power, Structure & Fabrication

Step 2 Develop Your SAE Plan (Experience Manager)



- Use each "tab" for a complete plan
- Be sure to complete each section's help text to develop your plan
- Review SAE competencies to connect your project to agriculture education, see below example:



In this SAE, I hope to learn more about more about welding, safety and fabrication.
 Some of the AFNR competencies I will study are:

- AS.07.01.02.a Identify equipment and safety procedures used in lab facilities.
- AS.07.01.02.b Explain how safety procedures and equipment are identified in the laboratory.
- AS.07.01.02.c Select equipment and implement safety procedures and improvements to enhance production efficiency

Step 3 Enter Beginning Values – SAE related items and cash on-hand prior to 1st day in ag.



- Choose FINANCES section of AET and "Beginning Items"
- Current items – any items on hand that you would expend to restore the tractor (paint, parts)
- Non-Current items – potentially tools and equipment (welder, paint sprayer)
- Liabilities – potentially a loan on equipment or other items
- Cash on Hand – cash value prior to 1st day in ag education.

Step 4 Record Your SAE Time – SAE JOURNAL



- Choose JOURNAL section of AET (daily or weekly)
- Record the date, your SAE, related activity and a description
- Each time entry represents key learning experiences such as:
Time spent taking OSHA certification course, attaining advice from others on the tractor or parts, researching repairs, safety skills, specific skills used and other areas



On 9/1/17 - 3 hrs. for this week, selected parts, ordered and painted new parts.
On 12/15/17 - 2 hrs. county show and placed 2nd

Step 5 Record SAE Related Expenses – CASH ENTRY



- Cash SAE Expenses** – funds used from your own money to support your SAE
 - Choose FINANCES, Cash Entries and "Cash Expenses"
 - Record a related date, vendor, SAE and expense type
Likely types of expenses may include entry fees for tractor competition, supplies and repairs
 - You need to record the purchase of tractor either as inventory for resale (expense, exchange or a gift)
- SAE Labor Exchange** – funds needed in your SAE but you work in exchange for the items
 - Choose FINANCES section of AET and Non-Cash Entries and "SAE Related Labor"
 - Record a related date and choose your same SAE for both sections, the type of expense
Likely types of expenses may include shop rental, entry fees, supplies and repairs



Cash Expenses
9/1/17 – TSC for supplies of \$45 for parts.
Non-Cash Expenses
11/10/17 – Labor exchange \$10 shop rent for the year.



- Record journal entries of time that validate your labor exchange as show in step 4

Step 6 Record SAE Related Income – money earned from your SAE activities (awards or sale of tractor)



- Choose FINANCES, Cash Entries and "Income"
- Record a related date, who provided money, your SAE and amount



Cash Income

11/1/17 – Cash income from premium at city. Fair \$40

Non-Cash Income

11/1/17 – Used at home on family farm \$300

Step 7 Record & Manage Non-Current Items – these are high-value and long-term assets



- Example are tools, equipment other similar valued items
- Choose FINANCES and Non-Current Items and two common activities are:
 - Add new items you purchased *after* your 1st day in ag education
 - Record items you have sold
 - Record the "usage" of items each year under Capital Item Manager (Essential for Prof. Applications)

Step 8 Capture photos of your SAE – Use AETmobile to capture photos, but in AET desktop version:

- Choose "Portfolio" on the far left of your screen & select your SAE
- Add a caption and try to identify skills and responsibilities shown in your photo

Step 9 Annual Review – A summary of skills & responsibilities:



- Choose your "Experience Manager"
- Define (1) the start of your project, (2) skills/responsibilities and (3) key annual outcomes
- Be sure to have the information flow from year-to-year, which summaries your entire project



2017: This is the first year I restore a tractor. I learned about tool identification, sorting and organizing parts to replace correctly and importance of good record keeping. I created a storage layout as I removed parts and recorded every

Step 10 Determine Project Status – A year-ending activity



- If your project is ongoing, leave the project "active"
- If your project is complete, choose the "green button" and make the project "inactive"

Step 11 Key SAE REPORTS – the following are important SAE reports to review your work

- Choose "Single Experience SAE Report" and "Complete Report", which summarizes your project
- Choose "Profit and Loss Report" to view annual financial records
- Choose "Complete Record Book Report" to view how all your records align with this one SAE

Review all of "Student Help" sections for additional videos and resources:



- ✓ Getting Students Started
- ✓ SAE/FFA Award Video Series
- ✓ Best Management Practices for SAEs (SAE plans, Manage records and more)