

## SAE Scenario in AET

Equine Business (trainer, lessons, therapy)

**Situation:** *You are a student interested training horses, delivering lessons or providing therapeutic services in some capacity and will perform specific skills. This SAE will require an investment of time and money in developing the business.*

### SAE SETUP



#### Step 1 Set Up the SAE - PROFILE Tab


- Select "Experience Manager" and "Add a New"
- Enter your SAE name., typically the name of your business
- Select level of focus, typically individual, and SAE type
- Choose the primary area of Agribusiness and Service as subcategory (or any area as related in dropdown)
- In "unit" use "clients" or "contracts" or some other measure to track growth
- Hit "Save" (see box to your right for details)



Name: Ashley's Equine Training & Lessons  
Level: Individual  
Type: Entrepreneurship  
Area: Agribusiness  
Unit: # Clients/Customers



#### Step 2 Develop Your SAE Plan - Experience Manager

- Click  Complete each of the 5 tabs using the help in the header box of each section
- Description Tab - Include project duration, size and kind, goals, evaluation or mentor
- Time Tab - Include time required for training, lessons, therapeutic services or other common activities (hours per week)
- Financial Tab - Include fuel/travel expenses, feed if owned horse included, with estimated income such as any equine service(s) provided and how these finances are secured (cash, non-cash, gift)
- Learning Objectives Tab - Click + Add Skills (select any 3 as a minimum requirement):



- FND.A1.05 - Developing an SAE plan
- ABS.01.01 - Apply micro and macroeconomic principles to manage a business
- AS.06.03 - Select and train animals for specific purposes and maximum performance based on anatomy and physiology

*Once 3 skills are selected, add a brief description of related activities that may occur in your project related to each learning outcome*



#### Step 3 Create a Budget for your Business

- Enter estimated annual income(s) for 1 customer during the SAE
- Enter estimated annual expenses for 1 customer endured in the SAE
- Use the Memo to show calculations or rationale for the estimate
- Non-cash income and all non-cash expenses should be equal



#### Step 4 Enter Beginning Values - FINANCES Tab (SAE items on/before 1st day in Ag)

Select Blue Box - "Start of Ag Ed Inventory" **\*\*USE: Beginning Inventory Worksheet**

- Current Items Tab - feed, supplies, horse (if owned prior to 1st day in Ag)
- Non-Current Items Tab - Trailer, truck if haul to deliver service (business % only), therapy equipment, tack
- **\*\*List only Non-Current items owned by the student (items not owned = use Custom Hire)**
- Liabilities Tab - Existing loans for your SAE project
- Cash/Checking Tab - Cash/savings account value prior to 1<sup>st</sup> day of Ag available for cash expenses in your SAE

## SAE FINANCIALS

### Step 5 Record SAE Related Expenses - FINANCES Tab



#### A. Cash Entries - SAE Cash Expenses

- These are your cash expense records for the SAE
- Record date, vendor, SAE and type of expense
- Examples are insurance, supplies, fuel, other....



#### B. Non Cash Entries - SAE Labor Exchange

- Choose SAE for income and expense to show trade of labor value (memo) for expense and quantity (memo)
- Record date, vendor, value of exchanged labor/expense
- "Save and Journal" your time spent(labor) for the money of the labor exchange expense
- Other Non-cash could be gifts of supplies, or non-sae trade, which is your labor such as babysitting for supplies.



#### Cash Expenses

9/2/24 – insurance \$125

9/2/24 – fuel \$56

#### Non-Cash Expenses

12/30/24 – Labor exchange \$500 stall rent for the year. In exchange I mow at home for the season @ \$8/hr



### Step 6 Record SAE Related Income - FINANCES Tab

- Choose Cash Entries, then ENTER Cash Income
- Use Product/Service Sales (or most appropriate from dropdown)
- Enter date, experience, vendor, dollar amount, #/qty of service



#### Cash Income

12/1/24 –Product/Service Sales: Bryant Family, 4 months training \$2000

9/11/24: Product/Service Sales: S. Smith, \$50, 1 hr. riding lesson



### Step 7 Record and Manage Non-Current Items - FINANCES Tab

- Choose "Add New" for items purchased during the SAE beyond 1st day of Ag
- Record "Usage" for each item to link it to SAE(s) for depreciation
- If you sell non-current items, choose "Sell" and complete page



#### Usage Tip

Your usage of can quickly be done by "double click" to put 100% in the SAE

## SAE REFLECTION



### Step 8 Record Your SAE Time - JOURNAL Tab

- Use the mobile version or desktop to journal your time
- Enter the date, choose your SAE, and related skill area
- Enter the amount of time in your SAE (hour/minutes)
- Description should include decisions and outcomes



#### Time

9/11/24 – 1 hr: S. Smith Riding Lesson - AS.06.03

10/31/2024 - 80 hrs. for month, ground work, saddle work, training Bryant account - AS.06.03



### Step 9 Capture SAE Photos - JOURNAL Tab/Portfolio

- Use your phone to capture photos and upload directly using m.theaet.com
- Add captions in order to tie to SAE reports and in FFA Awards transition
- Also, you can access and add files in your Experience Manger - Files/Videos



### Step 10 SAE Reflection – SAE Manager

- Annual Summary – describe (1) your SAE duration and kind (2) SAE size/scope (customers) (3) key outcomes of the year.

ADD Efficiency Factor measure and discuss the management or performance seen in the SAE

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- Enter any supplies on hand that have value and you can measure using "+ New Asset"
- EX: Feed/horse, supply (Enter quantity, value, description)
- Review/enter non-current usage for all items
- Learning Activities - Describe learning activities that support the planned skill in the SAE



### Step 11 Determine Project Status - SAE Manager

- In most cases, your business will be on-going and remain active (green)



### Step 12 Key SAE Reports - REPORTS Tab

- "Single SAE Experience Report"- summarizes THIS SAE project in one report
- "Profit/Loss Report"- summarizes annual income and expenses
- "Complete Record Book Report-" summarizes all of your records into one report



#### 2024: Annual Review Example – Qty 3

I started my equine business of training and lessons. I started with the Bryant account training (2) 2YO QH colts. I have created a training plan for ground and saddle work while they are in my care. Additionally, I have picked up 2 4H riders that I visit weekly at their location for 1 hr riding lessons working on each riders' respective disciplines. Training Sales = \$2000, Lesson Sales = \$1600