

Students PROFILE Checklist & Guide

Student Name: _____

Step 1: Log In to The AET

Go to <http://www.cte.theaet.com/>, and log in by

Log In

choosing:

Information needed is:

- ✓ **Program ID:** Provided by your teacher
- ✓ **Username:** Typically first initial and last name, but your teacher will provide.
Example, TMurphy for Tim Murphy.
- ✓ **Password:** At first, this is the same as your username. A custom password can be created in the Student profile.

Student Login Information		
Our Program ID is:	My username is:	My password is:
_____	_____	_____

Step 2: CHOOSE PROFILE: Complete About You, Your Activities & Career Connector

- Check off these important steps as you complete each one (a,b,c...)!

AET Profile

About You Manage/Edit your personal profile and password Record your class schedule Manage your Resume information	Your Activities Project/Experience Manager	Career Connector Share your experiences with colleges, view scholarships & more! Choose your educational and career interests Explore your interest using "My Next Move" AET access for Mentors and Parents/Guardians
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ABOUT YOU SECTION:

- ⚙️ a. Manage/Edit your personal profile & password – this is an important step to complete all sections.

Your goal is 100% complete, so do all required sections

Choose "edit" and complete all sections

Choose "edit" and enter your complete address

Choose "edit" and complete contact information & verify your email address

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**once complete choose PROFILE and continue to the next section*



- b. Record your class schedule - through choosing “add a class” and is essential to keep records! If your class is not listed, be sure to ask your teacher to setup their courses



- c. Manage your Resume information – The resume builds from record book information, but be sure to list (1) accomplishments or certifications, (2) career objective and (3) references

YOUR ACTIVITIES SECTION:



- d. Experience Manager (WBL) – This is where project learning experiences are developed

YOUR INTEREST SECTION:



- g. Choose your educational & career interest – Select careers that interest you, and rank them on the right side.



- h. Explore Careers using O-Net – explore your career interest and learn more about educational needs, personality traits, salaries and job demand.

Each of these maybe grades, so be complete and share your results with your teacher



What is next?

1. Learn more about your project setup and records in student help (part of your AET system)
2. Track your time experiences in the JOURNAL and any monetary investment in the FINANCES section.

You are Ready for Records!

About You



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