Students PROFILE Checklist & Guide
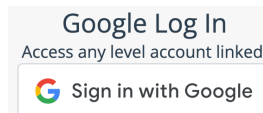
AET *for CTE*

Student Name: _____

Step 1: Log In to The AET

Go to http://www.cte.theaet.com/, and choose

Log In

Google Log In
Access any level account linked.
G **Sign in with Google**

1. If using Google as verification, choose your account and authenticate
2. Other login options include Classlink or other connects, check with you teacher.
3. Logging in directly to AET….**Information needed is**:
   - ✓ **Program ID:** Provided by your teacher
   - ✓ **Username:** Typically first initial and last name, but your teacher will provide.
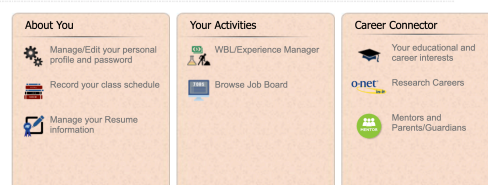   - ✓ **Password:** At first, this is the same as your username and updated in Profile

Needed Direct 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
- WBL/Experience Manager
- Browse Job Board

Career Connector
- Your educational and career interests
- o-net Research Careers
- Mentors and Parents/Guardians

ABOUT YOU SECTION:

__ a. Manage/Edit your personal profile & password – complete all sections!

Roger Hanagriff
Program: ROC
Basic Profile Complete: **50%**
Personal and Parent Contact Info: **0%**
Emergency Info and Permission Forms: EDIT
Password: _____ Reset
Profile Pic: Upload

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

Demographics EDIT
HS Graduation: June
Shirt Size: -
Gender: No Answer
Race: No Answer
Ethnicity: No Answer
Residence: -

Choose "edit" and complete all sections

Primary Mailing Address EDIT
Address:
City, State, Zip:

Choose "edit" and enter your complete address

Enter a New Address
198 Pool Road, Ri
198 **Pool Rd**, **Ri**chards TX 77873
198 **Poole Rd**, Mcalester OK 74501
198 Devils **Pool Rd**, **Ri**dgedale MO 65739
198 Jack **Pool Rd**, **Ri**egelwood NC 28456
Enter address manually

Contact Information EDIT
Email:
Home Phone:
Cell Phone:

Parents/Guardians EDIT
Father / Parent / Guardian:
Name:
Occupation:
Phone Number:
Email:
Address: (Same as primary mailing address above)
Mother / Parent / Guardian:
Name:
Occupation:
Phone Number:
Email:
Address: (Same as primary mailing address above)

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

Edit Contact Information
* Email Address: vanessa@theaet.com ✓
Home Phone:
Cell Phone: 9794364277 Verizon
Save Cancel

Students PROFILE Checklist & Guide

once complete choose PROFILE and continue to the next section

__ <u>Review/Add your class schedule</u> - 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

__ <u>Manage your Resume information</u> – The resume builds from record book information, but be sure to liste (1) accomplishments or certifications, (2) career objective and (3) references

YOUR ACTIVITIES SECTION:

__ <u>Experience Manager (WBL)</u> – This is where project learning experiences are developed & tracked!

__ <u>Job Board</u> – You can view potential employers and positions that may apply to your interest!

YOUR INTEREST SECTION:

__ <u>Choose your educational & career interest</u> – Select careers that interest you, and rank them on the right side.

__ <u>Explore Careers using O-Net</u> – 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

About You

- Manage/Edit your personal profile and password
- Record your class schedule
- Manage your Resume information

Your Activities

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- Browse Job Board

Career Connector

- Your educational and career interests
- o·net Research Careers
- Mentors and Parents/Guardians

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 TIME and MONEY investment in the.

You are Ready for Records!