

Creating a WBL Project Checklist & Guide



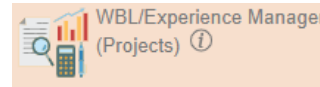
Student Name: _____

Step 1: Log In to The AET

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

Log In

Step 2: Choose the WBL/Experience Manager (part of your profile or on your login page)



Step 3: "Add New" to Create Your Project

- Your Experience Manager will show any projects already setup
- Your teacher may have setup your project, so choose "gear/edit" icon to customize your project

Project/Experience Manager

Print All Project Agreements

Add New

Return to AET

1

0

6

View Project Assessments

0 Unread Assessments

| Settings / Planning (#1) | | | Records (#2) | | | Reflection (#3) | |
|---|--|---|----------------------|--------------------|-------------------|-------------------------------|---|
| Settings <small>(Active, Setup, Location)</small> | Start Yr - Name / Type | Planning <small>(Plan, Budget)</small> | Financial Entries | Journal Entries | Files / Photos | Current Value [?] | Resources [?] <small>(Annual Review, Inventory, Usage, Skills, Reporting)</small> |
| <div> <div>6</div> <div>gear</div> <div>card</div> </div> | name...describes... PL - Career Ready Practices | <div> <div>red pencil</div> </div> | 0 | 0 | 0 | 0.0 hrs | <div> <div>report</div> <div>chat</div> <div>shopping cart</div> </div> |
| GRAND TOTAL | | | 0 | 0 | 0 | \$0 0 hrs | |

Step 4: Project Setup Options

- Name - Enter/Edit the project name...just something to help you know which project you have, See "?" for help.
- Focus - Choose the best focus for your project or see "?" for help
- Tracking - Choose the best description for your project, "?" for help
- Supervisor - Choose who is helping you in your project
- Area - Choose the best area that fits your project or get some help from your teacher

| | |
|--------------------------------|--|
| Name: ? | <input type="text"/> |
| Experience Focus: ? | <input type="radio"/> Job Site Placement & Internship <input type="radio"/> Apprenticeship <input type="radio"/> Remote or Virtual Placement <input type="radio"/> Simulated Work Environment <input type="radio"/> School based <input type="radio"/> Entrepreneurship |
| Tracking your Experience: ? | Basic: <input type="radio"/> Career Exploration Research: <input type="radio"/> Research/Experimental Job: <input type="radio"/> Paid Job <input type="radio"/> Unpaid Job Business: <input type="radio"/> Entrepreneurship/Ownership |
| School Supervisor(s): ? | <input type="checkbox"/> Roger Hanagriff <input type="checkbox"/> Ryan McCoart |
| Primary Experience Category: ? | (Please Choose) <input type="text"/> |

Step 5: Begin to track your project (all tools in the WBL/Experience Manager):

- Use the "pencil" icon and complete each step of the plan.
- Track your time, money and photos
- Reflect on how your project went each year

You are Ready for Records!