Entering Time & Skills in WBL Experiences (FT for C18)



Step 1: Log In to The AET

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



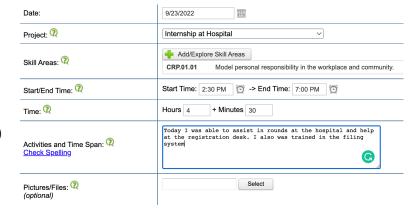
Step 2: Choose "Time" to document hours and skills in WBL

If you do not have a project created, add one in the Experience Manager



Enter:

- **a.** Your date of the Experience:
- **b.** Choose your WBL project
- **c.** Add Skills from the list
- **d.** Develop a Start/End or enter time
- **e.** Describe your experience
- **f.** Add a photo or file (if applies)
- q. Choose "Save"



Tip #1 Repeat for each day of your experience!

Tip #2 Skills are Important – Choose skills that connect!

Step 3: Review your WBL Experiences & Progress

Be sure you have covered all the important steps in your WBL projects



#1 completed plan...#2 Records + Files/Photos + #3 Summary of each year

Tip #1 Be sure you have a "green check" on your plan & summary

Tip #2 If you WBL project is complete...turn it off () and start a new experience!