

# Finances In A Placement Supervised Agricultural Experience (SAE)

Financial Transactions for Placement Project Types

# Resources For A Placement SAE

The key is your investment of time in an environment that can be described as a job-like experience, which may involve a paycheck.



# Step 1: Prepare An SAE Plan

A **Business Plan** is a common business tool used by managers to evaluate the success of their business, which is related to employee evaluations and their contribution to the business.

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An **SAE Plan** assists you in managing your project and is used by supervisors to evaluate your progress, similar an employee evaluation (Job experience)

## Your SAE Plan Should Include:

1. A short summary of the project, area of interest, planned starting/ending dates, invested time and other general information about your experience in a job setting
2. Details of your compensation such as rate of pay and or your hours
3. Who will supervise your project?
4. How will you measure your results? Potentially what you learned in this experience.



# Step 2: Document Your Experience



Documenting your Placement SAE in your AET record book involves:

**Finances**

**\$**

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Record your investment of money, such as income/expenses, capital items. Access the Livestock Management Modules, and record paychecks.

## B. Recording your paycheck:

- Periodic paychecks for your investment of time



# Documenting Your Finances - A Paycheck

NOT ALL Placement SAEs require financial transactions, but if your experience is paid you will record the following:

1. Weekly or other measure of time called a “paycheck”, where you record:
  - A. Gross wages (Example \$500 gross pay)
  - B. Work related expenses or paycheck deductions (Not taxes)
  - C. Hours related to gross wages (Example 50 hrs)
  - D. Description of your work or activities related to your paycheck



# Step 3: Reflect On Your Work Experience

Your efforts could include:

- Meeting with your employer to review your efforts and areas you can potentially improve upon
- Meeting with your teacher to review their grading of your SAE records and your plan
- Reviewing your experience and seeking to gain more responsibilities or how this experience can develop a new project...and potentially higher pay

