## **Journal Instruction**

## **SAE Journals (Your project)**

You will have to do this at some point to document the hours on your project



CTACTO CMALLA Men A B 640 odf

## Journaling about Competitions (LDEs, CDEs, SDEs)

- 1. Select Journal
- 2. Select Time in Competition Activities
- 3. Select the Competition happened
- 4. Activity: Select/Type the name of the competition
  - a. If the event is on the calendar it should automatically pop up
- 5. Type: select the activity you competed in
- 6. Level:
  - a. Examples
    - i. LDE Bowl local
    - ii. Lake Houston LDEs District
    - iii. Area 3 LDE Area
    - iv. Sealy practice contest invitational
    - v. CDE's we go straight to Area (No district Contest)
    - vi. Heart of Texas Vet Contest Invitational
- 7. In 1-4 sentences tell me what happened at the contest
- 8. How long were you there
- 9. Hit Save

## **Journaling about FFA Events**

(Greenhand camps, conferences, workshops, conventions, meetings, stock shows, practice show)

- 1. Select Journal
- 2. Select Time in other FFA Activities such as stock shows, conventions, and meeting
- 3. Select the date the event happened
- 4. Activity: Select/Type the name of the competition
  - a. If the event is on the calendar it should automatically pop up
- 5. Type: select the activity you competed in
- 6. Level:
  - a. Examples
    - i. Any event we did physically here at the farm or at an SBISD facility is a chapter event
    - ii. Lake Houston officer camp District
    - iii. Area 3 GreenHand Area
    - iv. Progress show invitational
    - v. Area 3 convention Area
    - vi. Elite Conference Area
    - vii. Made For Excellence State
- 7. In 1-4 sentences tell me what happened at the contest
- 8. How long were you there
- 9. Hit Save

<sup>\*\*</sup>If you want to check and make sure I can see your journal go to **Review Your Journal Entries**. You can sort by type of journal entry or just look at them all together