

The following information serves as a clarification on SAE scope as reviewed in the Texas FFA Awards. This is not a check sheet, but rather to assist in reviewing SAEs for Texas FFA awards.

Updated 5-3-17

## I. SAE Scope Check in Record Book

1. When reviewing a Texas Degree Record Book, the "manual review check" in question is:

Section F (SAE Scope/Annual Review)	6. (a) Does the candidate report annual scope for ALL SAEs and report a summary of skills and responsibilities each year for ALL projects? If no, add notes.
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2. The main focus of SAE scope is the SAE description that summarizes each year. The "Scope" of the SAE differs for each project. Entrepreneurship SAEs will have all areas of Scope completed, such as (Qty. and Unit), see example:

Scope - Entry Gate			
Year	Quantity	Unit	Description
2015	1	project / Construction/Building	My partner and I started to build an ag mech project of a 16 ft. entry gate. We plan on taking the gate to the Houston Livestock Show and Rodeo Ag Mech show as well as the county ag mech show.
2016	1	project / Construction/Building	We finished the 16 ft. entry gate and took it to the Houston Ag Mech Show as well as the county show where we won third place overall.

3. **However, any SAE that is placement, research or Exploratory will lack Quantity & Unit,** since these projects are not measurable in the same way that an Entr. SAE is (this is an Exploratory SAE example), they focus more on the SAE description, see example:

### Soil Science

Scope - Soil Science			
Year	Quantity	Unit	Description
2016			My participation on the Land Judging team has taught me many useful skills such as soil types and land evaluation that I can use throughout my career as an Agricultural Engineer.

Summary: Scope was designed to capture the annual summary of the SAE (menu in the record book) and that varies by project.

4. Clarification: **Degree Check Coordinators can emphasize the following in terms of Check #6a:**
  - Scope for Entr. SAEs includes Year / Qty / Unit and SAE description
  - Scope for Placement / Research / Exploratory includes Year / SAE description