

Student Name		Student ID	Course-Section
Term:	Date:	Assessment Type:	
		Introductory []	Developing [] Mastery []

Software & Business Accounting - Accounting Principles

The Software and Business Accounting student will demonstrate competency in effectively using accounting principles.

Activities	Beginning	Developing	Competent	Accomplished
Assessment Measure	Complete a simulation of a merchandising business; analyze daily transactions, journalize the transactions, prepare financial statements and perform closing transactions.			
	Student could not complete the transactions required to run a merchandising business.	Student could perform 1/2 of the required types of transactions for a merchandising business.	Student could perform 3/4 of the required types of transactions for a merchandising business.	Student successfully analyzed and journalized transactions, prepared financial statements, and completed closing procedures.
Assessment Measure	Complete a simulation of a merchandising business using a computerized accounting information system: complete all transactions, financial statements and closing procedures.			
	Student could not complete the transactions required to run a merchandising business in a computerized accounting software.	Student could perform 1/2 of the required types of transactions for a merchandising business in a computerized accounting software.	Student could perform 3/4 of the required types of transactions for a merchandising business in a computerized accounting software.	Student could successfully analyze and journalize transactions, prepare financial statements and complete closing procedures in a computerized accounting software.
Assessment Measure	Complete one quarter's payroll including computation of pay and deductions, using ledgers, journals, and Federal payroll tax forms.			
	The student could not correctly calculate gross pay and deductions, fill out Federal forms nor maintain journals.	The student could correctly calculate 1/2 of the gross pay and deductions and partially complete federal forms. Journals have 1/2 of the transactions attempted.	The student could correctly calculate gross pay and deductions and complete 3/4 of federal forms. Journals were 3/4 complete and accurate.	The student could correctly calculate all gross pay and deductions, complete all federal forms correctly, accurately post all journals and transactions.

 Instructor/Assessor