

FINANCIAL SERVICES EVENTS

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Fundamental Accounting (01)

Description

Assess entry-level basic accounting principles utilizing manual procedures. Students analyze, journalize, and post transactions and prepare payroll and financial reports.

Eligibility

Limited to students enrolled in the first year of accounting or who have completed the first year and are not enrolled in second year accounting. Contestant may not enter Fundamental Accounting and Advanced Accounting in the same year. This event may not be repeated.

<p>Contestant must supply Sharpened no. 2 pencils, pens, ruler Cordless calculator: Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u> Published and/or unpublished written reference materials</p>	<p>No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area.</p> <p>No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies:

- Complete and explain the purpose of the various steps in the accounting cycle
- Demonstrate an understanding of the fundamental accounting equation
- Apply generally accepted accounting principles to determine the value of assets, liabilities, and owner's equity
- Define accounting terms and concepts, and explain the purpose of the accounting system
- Analyze transactions affecting assets, liabilities, and owner's equity
- Analyze transactions affecting revenues, expenses, and withdrawals
- Prepare a chart of accounts using proper numerical sequencing
- Record transactions in general journals
- Prepare a trial balance
- Calculate and record end-of-period adjustments
- Prepare financial statements
- Update accounts through adjusting and closing entries
- Describe forms used to open and use a checking account
- Reconcile a bank statement
- Journalize and post entries relating to bank service charges
- Differentiate between forms of business ownership
- Differentiate between a service and a merchandising business
- Analyze transactions relating to the purchase of merchandise
- Analyze transactions relating to the sale of merchandise
- Post from journals to general and ledger
- Prepare schedules for subsidiary ledgers
- Open and replenish a petty cash fund and journalize transactions
- Prepare a post-closing trial balance
- Process payroll data and prepare basic payroll tax reports
- Find and correct errors
- Demonstrate periodic inventory

Method of evaluation:

- Objective
- Application

Length of event:

- No more than ten (10) minutes orientation
- No more than 90 minutes testing time
- No more than ten (10) minutes wrap-up

Entries:

- Each state is allowed five (5) entries.

Advanced Accounting (02)

Description

Interpret and analyze partnerships, corporate, and/or manufacturing accounting data using manual methods. Students evaluate financial data and budgets, inventory and cost accounts, and perform payroll procedures.

Eligibility

Any student may enter this event. Contestant may not enter Fundamental Accounting and Advanced Accounting in the same year.

Contestant must supply Sharpened no. 2 pencils, pens, ruler Cordless calculator: Electronic devices will be monitored according to ACT standards. <u>Contestants who violate this rule will be disqualified.</u> Published and/or unpublished written reference materials	No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u>
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Competencies:

- Complete and explain the purpose of the various steps in the accounting cycle
- Apply generally accepted accounting principles to determine the value of assets, liabilities, and owner's equity
- Prepare, interpret, and analyze financial statements for service, merchandising, and manufacturing businesses.
- Apply appropriate accounting principles to payroll, income taxation, managerial systems, and various forms of ownership.
- Analyze cash and accounts receivable transactions and record in appropriate journals
- Determine and record uncollectible accounts receivable
- Determine interest and maturity value of a promissory note
- Calculate and record payables and receivables
- Calculate inventories using common methods
- Distinguish between short- and long-term liabilities
- Analyze current liability transactions and record in appropriate journals
- Record adjusting entries for accruals and deferrals
- Analyze equity transactions for various forms of business ownership and record in appropriate journals
- Generate interim and end-of-period financial statements including income statements, balance sheets, equity statements, statement of cash flows, and schedules
- Analyze financial statements through ratio and other analysis procedures
- Update accounts through adjusting and closing entries
- Implement procedures including revenue, costs, and income statements for departmental accounting
- Process payroll data and prepare basic payroll tax reports
- Apply accounting concepts for a manufacturing and/or merchandising concern
- Apply accounting concepts for partnerships and corporations

Method of evaluation:

- Objective
- Application

Length of event:

- No more than ten (10) minutes orientation
- No more than 90 minutes testing time
- No more than ten (10) minutes wrap-up

Entries:

- Each state is allowed five (5) entries.

Computerized Accounting (03)

Description

Process accounting data using computerized accounting software. Contestants journalize, post to ledgers and subsidiary ledgers, prepare financial statements and payroll records, and perform bank reconciliations. Points are awarded based on contestant answers to audit questions, as verified by the financial documents produced.

New for 2010: Each student must create and bring a copy of the company information (based on the information provided on pages 24-27) on a USB drive (marked with contestant number) to the event. No other files may be stored on the USB. Students must be certain to save the company information in another location, as all files on the USBs will be deleted before the USB is returned.

Eligibility

Any student may enter this event.

<p>Contestant must supply USB drive containing the pre-built company (prepared by the student using the appropriate beginning balances and financial information on pages 24-27). Sharpened no. 2 pencils, pens, ruler Cordless calculator: Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u> Published and/or unpublished written reference materials</p>	<p>Business Professionals of America assumes no responsibility for hardware/software provided by the contestant. No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies:

- Complete the purpose of the various steps in the accounting cycle
- Apply generally accepted accounting principles to determine the value of assets, liabilities, and owner's equity
- Prepare, interpret, and analyze financial statements using computerized systems for service, merchandising, and manufacturing business.
- Apply appropriate accounting principles to payroll, income taxation and various forms of ownership.
- Define accounting terms and concepts
- Analyze transactions affecting assets, liabilities, and owner's equity
- Analyze transactions affecting revenues, expenses, and withdrawals
- Prepare a chart of accounts using proper numerical sequencing
- Record transactions in general and special journals
- Prepare a trial balance
- Calculate and record end-of-period adjustments
- Prepare financial statements
- Update accounts through adjusting and closing entries
- Reconcile a bank statement
- Journalize and post entries relating to bank service charges
- Differentiate between forms of business ownership
- Differentiate between a service and a merchandising business

- Analyze transactions relating to the sale and purchase of merchandise
- Post from general and special journals to general and subsidiary ledgers
- Prepare schedules for subsidiary ledgers
- Open and replenish a petty cash fund and journalize transactions including the cash short and over account
- Prepare a post-closing trial balance
- Process payroll data and prepare basic payroll tax reports

Equipment/supplies provided:

- Microcomputer, printer, and paper
- Software as designated for this event

Method of evaluation:

- Application

Length of event:

- No more than ten (10) minutes orientation
- No more than 90 minutes testing time
- No more than ten (10) minutes wrap-up

Entries:

- Each state is allowed five (5) entries.

Jodie Madison, the owner of Madison Computer Store, a sole proprietorship, asked you to computerize her business records. Ms. Madison uses a periodic inventory system for her merchandising business. She also conducts computer consulting and troubleshooting as a service, but her primary business is as a merchandising business. Madison Computer Store is located in a state which has No Sales Tax.

Ms. Madison has provided you with this additional information:

Address: 1313 Mockingbird Lane
 Anywhere, SC 99009
 Phone: 999-312-5555
 FIN#: 39-9908766

The company chooses to use accrual basis of accounting, real-time posting, and twelve month accounting period structures that uses a calendar year.

Madison Computer Company
Regional Beginning Balances
 December 1, 2009

1020	Cash	7525.00
1100	Accounts Receivable	1860.00
1200	Inventory	5632.00
1400	Supplies	726.00
1450	Prepaid Insurance	800.00
1500	Equipment	13,500.00
1600	Building	80,000.00
1700	Land	32,000.00
2000	Accounts Payable	3,580.00
2700	Mortgage Payable	68,692.00
3910	Jodie Madison, Capital	32,978.00
3930	Jodie Madison, Withdrawals	11,000.00
4000	Computer Equipment Sales	39,050.00
4050	Consulting Income	7,500.00
4150	Troubleshooting Income	11,500.00
6100	Insurance Expense	502.00
6200	Interest Expense	3,765.00
6250	Supplies Expense	1,040.00
6300	Vehicle Lease Expense	3,575.00
6350	Vehicle Maintenance Expense	725.00
6400	Utilities Expense	450.00
6450	Miscellaneous Expense	200.00

Madison Computer Company
 Schedule of Accounts Receivable
 December 1, 2009

WS	Wellstone CPAs	<u>1,860.00</u>
	Total	<u>1,860.00</u>

Wellstone CPAs
 Fred Wellstone, Owner
 143 W. 3rd St.
 Anywhere, SC 99009
 Phone: 999-333-4445
 Balance: \$1,860.00; Invoice #S100, dated 11/09/09, terms n/30

Madison Computer Company
Schedule of Accounts Payable
December 1, 2009

JC	Jersey Computer Parts	1,900.00
VS	Variety Supply Co.	<u>1,680.00</u>
	Total	<u>3,580.00</u>

JC Jersey Computer Parts
3625 Hwy 45
Anywhere, SC 99009
Phone: 999-554-7766
Contact: Jenny Jersey
Balance: \$1,900.00; Purchase Order #P100, dated 11/20/09; Invoice #PPS 235, terms n/30

VS Variety Supply Co.
89 S. Main St.
Somewhere, SC 99008
Phone: 999-554-7878
Contact: Flip Laurence
Balance: \$1,680.00, Purchase Order #P101, dated 11/18/09; Invoice #PPS 236, terms 2/15, n/30

Important Reminder Notes of Information

- There are not sales discounts on services (consulting and troubleshooting)
- Assume all sales prior to your set-up are for merchandise
- Madison Computer is on a periodic inventory system

Madison Computer Company
State & National Beginning Balances
 December 1, 2009

1020	Cash	7525.00
1100	Accounts Receivable	1860.00
1200	Inventory	5632.00
1400	Supplies	726.00
1450	Prepaid Insurance	800.00
1500	Equipment	13,500.00
1550	Accumulated Depreciation-Equipment	4008.00
1600	Building	80,000.00
1650	Accumulated Depreciation-Building	22,550.00
1700	Land	32,000.00
2000	Accounts Payable	3,580.00
2700	Mortgage Payable	68,692.00
3910	Jodie Madison, Capital	10,500.00
3930	Jodie Madison, Withdrawals	11,000.00
4000	Computer Equipment Sales	39,050.00
4050	Consulting Income	7,500.00
4150	Troubleshooting Income	11,500.00
6000	Depreciation Expense-Equipment	2,200.00
6050	Depreciation Expense-Building	1,880.00
6100	Insurance Expense	502.00
6200	Interest Expense	3,765.00
6250	Supplies Expense	1,040.00
6300	Vehicle Lease Expense	3,575.00
6350	Vehicle Maintenance Expense	725.00
6400	Utilities Expense	450.00
6450	Miscellaneous Expense	200.00

Madison Computer Company
 Schedule of Accounts Receivable
 December 1, 2009

WS	Wellstone CPAs	<u>1,860.00</u>
	Total	<u>1,860.00</u>

Wellstone CPAs
 Fred Wellstone, Owner
 143 W. 3rd St.
 Anywhere, SC 99009
 Phone: 999-333-4445
 Balance: \$1,860.00; Invoice #S100, dated 11/09/09, terms n/30

Madison Computer Company
Schedule of Accounts Payable
December 1, 2009

JC	Jersey Computer Parts	1,900.00
VS	Variety Supply Co.	<u>1,680.00</u>
	Total	<u>3,580.00</u>
JC	Jersey Computer Parts 3625 Hwy 45 Anywhere, SC 99009 Phone: 999-554-7766 Contact: Jenny Jersey Balance: \$1,900.00; Purchase Order #P100, dated 11/20/09; Invoice #PPS 235, terms n/30	
VS	Variety Supply Co. 89 S. Main St. Somewhere, SC 99008 Phone: 999-554-7878 Contact: Flip Laurence Balance: \$1,680.00, Purchase Order #P101, dated 11/18/09; Invoice #PPS 236, terms 2/15, n/30	

Important Reminder Notes of Information

- There are not sales discounts on services (consulting and troubleshooting)**
- Assume all sales prior to your set-up are for merchandise**
- Madison Computer is on a periodic inventory system**

Payroll Accounting (04)

Description

Process payroll data using manual payroll procedures. Students calculate gross earnings, complete payroll register, post employee records, and prepare payroll income tax forms.

NOTE: Circular E, Employer's Tax Guide (Publication 15), is recommended as a resource and is available through www.irs.ustreas.gov.

Eligibility

Any student may enter this event.

<p>Contestant must supply Sharpened no. 2 pencils, pens, ruler Cordless calculator: Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u> Published and/or unpublished written reference materials</p>	<p>No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies:

- Complete and explain the purpose of the various steps in the accounting cycle
- Apply generally accepted accounting principles to determine the value of assets, liabilities, and owner's equity
- Apply appropriate accounting principles to payroll and income taxation
- Complete new employee personnel forms
- Apply various methods used to determine gross earnings
- Explain the purpose of withholdings and other deductions
- Calculate hourly, piece rate, salaried, commission, and salary/commission earnings
- Create and maintain employee earnings records
- Calculate employee's payroll taxes including local, state, and federal income taxes, Social Security, Medicare, and other payroll deductions to determine net pay
- Calculate employer's payroll taxes as well as other employee benefits paid by the employer
- Prepare state and federal payroll reports
- Identify laws and regulations relating to payroll procedures
- Record in a journal and post transactions associated with payroll activities
- Create and maintain employee earnings records
- Generate payroll checks, prepare payroll tax deposits and complete a payroll register
- IRS tax forms

Method of evaluation:

- Objective
- Application

Length of event:

- No more than ten (10) minutes orientation
- No more than 90 minutes testing time
- No more than ten (10) minutes wrap-up

Entries:

- Each state is allowed five (5) entries.

Managerial Accounting (PS) (05)

Description

Focus on strategic decision-making related to cost analysis and cost management.

Eligibility

Any post-secondary student may enter this event.

<p>Contestant must supply Sharpened no. 2 pencils, pens, ruler Cordless calculator: Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u> Published and/or unpublished written reference materials</p>	<p>No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area.</p> <p>No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies:

- Differentiate between managerial and financial accounting
- Define materials, factory labor, and factory overhead costs
- Prepare entries for Job Order Cost and Process Costing Systems
- Calculate partially completed units under the FIFO or Weighted Average method
- Prepare a Cost of Production Report
- Classify costs by behavior
- Calculate break-even, target profit
- Prepare a variable costing Income Statement
- Prepare an absorption costing Income Statement
- Describe the basic types of the budgets
- Prepare a Cash Budget
- Describe standard costing and variances
- Calculate price and time variances
- Describe responsibility accounting
- Use differential analysis for making decisions
- Determine selling price, total cost, product cost using variable cost concepts
- Explain capital investment analysis
- Apply methods of allocating overhead

Method of evaluation:

- Objective
- Application

Length of event:

- No more than ten (10) minutes orientation
- No more than 90 minutes testing time
- No more than ten (10) minutes wrap-up

Fundamental Spreadsheet Applications (06)

Description

Create and design spreadsheet applications that include variables, reports, and formats. Students enter and format data, enter and copy formulas, and print full documents or cell contents.

Eligibility

This event may not be repeated.

<p>Contestant must supply Sharpened no. 2 pencils, pens, ruler Cordless calculator: Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u> Published and/or unpublished written reference materials</p>	<p>Business Professionals of America assumes no responsibility for hardware/software provided by the contestant. No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies:

- Solve problems resulting from the use of an application software.
- Use input technologies appropriately to enter and manipulate text and data.
- Use spreadsheet software
- Create and format spreadsheets
- Enter and edit data on spreadsheets
- Analyze spreadsheet data
- Create charts
- Analyze data on charts
- Display formulas
- Absolute/relative references
- Modified charts
- Print options
- Cell formatting

Equipment/supplies provided:

- Microcomputer, printer, and paper
- Software as designated for this event

Method of evaluation:

- Application

Length of event:

- No more than ten (10) minutes orientation
- No more than 90 minutes testing time
- No more than ten (10) minutes wrap-up

Entries:

- Each state is allowed five (5) entries.

Advanced Spreadsheet Applications (07)

Description

Develop effective solutions to business problems using many of the advanced features within the Microsoft Excel skill standards for the MOS Spreadsheet Expert Exam.

Eligibility

Any student may enter this event.

<p>Contestant must supply Sharpened no. 2 pencils, pens, ruler Cordless calculator: Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u> Published and/or unpublished written reference materials</p>	<p>No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area.</p> <p>No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies:

- Importing and exporting data
- Managing workbooks
- Formatting numbers
- Working with ranges
- Customizing Excel
- Using macros
- Auditing worksheets
- Summarizing data
- Analyzing data
- Workgroup collaboration
- Formula auditors
- Advanced charting
- Advanced formulas

Equipment/supplies provided:

- Microcomputer, printer, and paper
- Software as designated for this event

Method of evaluation:

- Application

Length of event:

- No more than ten (10) minutes orientation
- No more than 90 minutes testing time
- No more than ten (10) minutes wrap-up

Entries:

- Each state is allowed five (5) entries.

Banking & Finance (08)

Description

Demonstrate and apply fundamental knowledge of the banking industry. This entry-level event tests the student's knowledge of bank operations, bank services, loans, credit administration, and customer service.

Eligibility

Any student may enter this event.

<p>Contestant must supply Sharpened no. 2 pencils, pens, ruler Cordless calculator: Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u> Published and/or unpublished written reference materials</p>	<p>No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies:

- Evaluate services provided by financial deposit institutions to transfer funds.
- Analyze factors that affect the choice of credit, the cost of credit, and the legal aspects of using credit.
- Analyze the functions of commercial paper, insurance, secured transactions, and bankruptcy.
- Determine the appropriateness of wills and trusts in estate planning.
- Apply mathematical operations to solve problems.
- Identify the primary functions of banks and other financial institutions
- Distinguish between banks and other financial institutions and the services provided by each
- Identify basic rules and procedures for handling cash
- Identify and compare various types of investment instruments
- Define practices related to the use of checks and other negotiable instruments
- Perform the steps needed to open and use a checking account
- Reconcile a bank statement
- Identify procedures for effectively assisting customers
- Describe types of loans and practices related to obtaining a loan
- Calculate the interest amount on a loan
- Explain credit and why it is used
- Define interest and why it is charged
- Describe the advantages and disadvantages of different savings and investing plans
- Explain factors that affect the rate of return on a given savings or investment plan
- Describe the FDIC and discuss government regulations in banking
- Identify procedures for prevention of bank fraud and/or identity theft
- Describe services offered as a result of banking technology

Method of evaluation:

- Objective
- Application

Length of event:

- No more than 60 minutes testing time

Entries: Each state is allowed five (5) entries.

Financial Analyst Team (09)

Description

Use analytical and problem solving skills to make decisions and recommendations using financial reports, both internal and external. The team analyzes and interprets computer reports from a business case study.

Eligibility

Any student may enter this event. A team will consist of 2-4 members. At least one (1) member should have an accounting background.

<p>Team must supply Sharpened no. 2 pencils, pens, ruler Cordless calculator: Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u> Published and/or unpublished written reference materials One (1) laptop/notebook computer per team. Team must bring all supporting devices (e.g., extension cords, power supply, printer, paper, etc.)</p> <p>Optional Poster board, easel, flipcharts, and markers Projector/Props</p>	<p>Business Professionals of America assumes no responsibility for hardware/software provided by the team. No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area.</p> <p>No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies:

- Apply generally accepted accounting principles to determine the value of assets, liabilities, and owner's equity
- Prepare, interpret, and analyze financial statements for service, merchandising, and manufacturing business.
- Use planning and control principles to evaluate the performance of an organization and apply differential analysis and present-value concepts to make decisions. Analyze factors that affect the choice of credit, the cost of credit, and the legal aspects of using credit.
- Analyze the role and importance of agency law and employment law as they relate to the conduct of business in the national and international marketplaces.
- Communicate in a clear, courteous, concise, and correct manner on personal and professionals levels.
- Use mathematical procedures to analyze and solve business problems.
- Complete and analyze comparative financial statements
- Analyze financial statements including ratio analysis
- Prepare and analyze budgets
- Perform forecasting
- Identify risks that affect business decisions
- Analyze and interpret financial data using common statistical procedures
- Enter and edit data using spreadsheet software
- Prepare a technical written report
- Present findings in a formal presentation using supporting materials

Specifications:

- Report must follow the Style & Reference Manual format for reports
- School names should not be visible on any equipment, screen savers, etc., utilized during presentations in front of judges.

Equipment/supplies provided:

- No computers will be provided in preparation room or presentation room.
- Projection surface provided at national competition only.

Preparation Room:

Teams are allowed to use only one computer in the preparation room. Teams must bring one laptop/notebook computer, portable printer, software, and paper for use in the preparation room. Carry-in and set-up of equipment must be done solely by the contestants and take place within the time allotted for orientation/warm-up.

Method of evaluation:

- Application (Judges' rating sheet)
- Team presentation of business solutions (all team members must participate with no indication of student names, chapter, location, city, state, etc.)
- Question/answer period by judges on the case problem presented

Length of event:*Preliminary*

- No more than five (5) minutes orientation
- No more than 90 minutes preparation time

Finals

- No more than ten (10) minutes set-up in presentation room
- No more than ten (10) minutes presentation time
- No more than five (5) minutes for judges' questions

Entries:

- Each state is allowed two (2) entries.

Please note:

Those students who wish to receive judges' comments must submit a self-addressed, stamped envelope to the administrator at the time of competition.

Financial Analyst Team (09) Preliminary Scoring Rubric/Rating Sheet

Judge Number _____

Contestant Number _____

PRELIMINARIES					
Items to Evaluate	Below Average	Average	Good	Excellent	Points Earned
Solution of Problem:					
• Accuracy of Financial Reports	1-5	6-10	11-15	16-20	
• Accuracy of Ratios	1-5	6-10	11-15	16-20	
• Analysis of the Problem	1-5	6-10	11-15	16-20	
• Considerations beyond requirements	1-5	6-10	11-15	16-20	
• Solutions or advice	1-5	6-10	11-15	16-20	
Written Report:					
• Format of Financial Reports	1-5	6-10	11-15	16-20	
• Report in proper format – style guide	1-5	6-10	11-15	16-20	
• Format of Summary	1-5	6-10	11-15	16-20	
TOTAL POINTS (160 maximum)					

Financial Analyst Team (09) Final Scoring Rubric/Rating Sheet

FINALS					
Items to Evaluate	Below Average	Average	Good	Excellent	Points Earned
Oral Report:					
• Content of Presentations/Rationale	1-5	6-10	11-15	16-20	
• Effectiveness of presentation; participation by all team members, no indication of chapter, student names, location, city, state, etc.	1-5	6-10	11-15	16-20	
• Answers to Judges	1-5	6-10	11-15	16-20	
TOTAL POINTS (60 maximum)					

Judge 1 (60 points) _____

Judge 2 (60 points) _____

Final Average (60 points) _____

FINAL SPECIFICATION POINTS: All points or none are awarded by the proctor per team, not per judge.		
• Presentation lasted no more than ten (10) minutes	15	
• All registered team members present for the entire event (awarded if same members are present for all portions of the test)	20	
TOTAL SPECIFICATION POINTS (35 points)		

Summary Totals:

Preliminary Score (160 points) _____

Final Average (60 points) _____

Final Specification points (35 points) _____

Total Score (255 points) _____

Final Rank _____

Financial Analyst Team (09) Judges' Scoring Rubric/Rating Sheet

Judge Number _____

Team Number _____

COMMENTS: (to be viewed by team)

(Judges: please provide positive feedback and areas of improvement in a constructive manner regarding your analysis of team competition.)

REASON FOR DISQUALIFICATION: (if applicable)

Economic Research Project–Individual (S) (10)

Description

One economic research topic is selected by National Business Professionals of America and provided at the beginning of the school year. The student will conduct research on the topic and present findings in a research paper, an oral presentation, and respond to questions from a panel of judges.

Eligibility

Any student may enter this event. Each contestant may submit only one (1) research paper. Students participating in National Level Competition must be registered for the event prior to submission deadline for technical judging.

<p>Contestant must supply One envelope containing the materials required for the interview, as listed in the specifications section. Notes or note cards for oral presentation (optional) <u>Props and/or electronic presentations are not allowed.</u></p>	<p>No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies:

- Demonstrate knowledge and understanding of basic economic concepts in exploring and analyzing economic issues
- Communicate research in a clear and concise manner both orally and in writing
- Analyze and discuss changes in the global economy and how they impact the U.S. economy
- Explore basic economic concepts that affect the workplace
- Identify economic systems
- Explain how economic growth can be promoted and measured
- Conduct research using various resources and methods
- Analyze basic economic problems
- Evaluate and make decisions on economic issues based on research
- Prepare a research paper using the report format provided in the *Style & Reference Manual*
- Discuss findings and respond to questions

Specifications:

- The completed research paper only (as a pdf file) must be submitted to the National Center by e-mail at **econresind@bpa.org** no later than 11:59 pm Eastern Time on April 1, 2010. The subject line of the message should be "Econ. Res. Proj. Ind- *contestant number*." The use of e-mail delivery receipt is encouraged, as **confirmation of receipt cannot be provided by the National Center. No fax or mailed copies will be accepted. No exceptions can be made for missed deadlines due to misspelled e-mail address.**
- **Contestants must be registered for National-level competition prior to submission of materials. The contestant number must be included as indicated. Materials from non-registered contestants, those missing contestant number and/or projects received after the deadline cannot be accepted.**
- No changes can be made to the paper after the date of submission.
- The research paper must follow the report format located in the *Style & Reference Manual* with the exception of the following: omit Sender, Recipient, Recipient Title and Date from report format (pertinent information is noted on title page, described below).

- Each research paper must include a title page which follows the *Style & Reference Manual* format.
- Length of document is limited to five (5) double-spaced, single-sided, numbered pages with one-inch margins. The title page and works cited are not included in the five pages.
- No additional charts, tables, graphics, etc. will be accepted.
- Each research paper must reflect the contestant's own research, writing, and original thinking.
- The research paper and entry form must be typed/word-processed.
- Each paper must include word-processed works cited page.
- Two (2) copies of the completed research paper and two (2) copies of the entry form must be submitted at the time of the presentation at the NLC at both Preliminary and Final Competition.
- Oral presentations will be limited to five (5) minutes for presenting conclusions to the panel of judges and ten (10) minutes to answer judges' questions. Notes or note cards may be used.

Topic

The United States of America and Canada share many commonalities historically, geographically, and economically. Canada is the USA's largest trading partner, and vice versa.

For example, over 7 million U.S. jobs are directly supported by trade with Canada, including 1.3 million in the northern border states alone, and Canada is the number one export market for 35 states. Additionally, \$1.9 billion in two-way goods and services are traded a day, almost \$2 million every minute.

Within the automobile industry, over 1,300 suppliers in 38 states ship auto parts to Canadian assembly facilities, supporting over 360,000 American jobs. On the investment side, Canadian auto parts firms have over 60 facilities in the U.S. that employ thousands of Americans.

Canada is also America's largest supplier of energy providing oil, gas, electricity and uranium - more than any other country. Canada has the second largest oil reserves in the world and in 2004, displaced Saudi Arabia as the largest supplier of crude oil to America.

However, the "Buy America" provision within both the Bush and Obama administrations' economic stimulus packages is having negative effects on American-Canadian trade and economic and political relations. This has become a contentious issue in light of America's free trade agreements.

Research on this topic may include, but is not limited to the following:

- The examination of the "Buy America" provisions within the stimulus packages
- The effects the provisions are having on trade between the two countries
- The way in which trade agreements have been altered in response to the "Buy America" provisions
- How specific industries within America are being effected (positively and/or negatively)
- How the American job market has been impacted by declining America-Canadian trade
- The processes and policies both countries are developing in response to the "Buy America" provisions
- Challenges for the future
- How might the "Buy America" provisions be revised?
- As an advisor to the current administration, what changes might you suggest?

Contestants who do not submit an entry that follows this topic will be disqualified.

Method of evaluation:

- Application (judges' rating sheets)
- Panel of judges reviews each research paper, oral presentation, and response to judges' questions

Length of event:

- No more than five (5) minutes presentation time
- No more than ten (10) minutes for judges' questions
- Finals may be included at State and National levels.

Entries:

- Each state is allowed three (3) entries.

Please note:

Those students who wish to receive judges' comments must submit a self-addressed, stamped envelope to the administrator at the time of competition.

Materials submitted for technical judging cannot be returned. It is the local chapter advisor's responsibility to pick up materials submitted at the time of competition. A time and place for material pick-up will be published in the conference program. Any materials not picked up will be destroyed on site.

Economic Research Project–Individual (10) Entry Form

Please key all information requested below. **Handwritten and incomplete forms will not be accepted.**

Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Name _____ Grade _____

Chapter Number _____

School Name _____

School Address _____

City _____ State _____ ZIP _____

School Phone _____ School Fax _____

Advisor Name _____

E-mail _____

Student Verification

I, the undersigned, attest that the research for this project was conducted solely by me, and that the work resulting from my efforts is original.

Student Signature

Date

Advisor Verification

I have read the research paper and verify that it reflects the above-named student's original work.

Student Signature

Date

Economic Research Project–Individual (10) Technical Judges’ Scoring Rubric/Rating Sheet

Judge Number _____

Contestant Number _____

Items to Evaluate RESEARCH PAPER	Below Average 1-5 points	Average 6-10 points	Good 11 – 15 points	Excellent 16-20 points	Points Earned
Comprehension	<ul style="list-style-type: none"> • Topic not identified • Not focused • Random thoughts • Difficult to read • Desperate for ideas 	<ul style="list-style-type: none"> • Topic not clear • Searching for ideas • No clear purpose • Hard to picture 	<ul style="list-style-type: none"> • Clear message • General • Functional • Difficult to focus • Shows some purpose 	<ul style="list-style-type: none"> • Ideas well-organized • Demonstrates understanding of subject matter • Easy to read • All important points covered • Free of content errors • Awareness of issue • Grasps overall issue 	
Organization	<ul style="list-style-type: none"> • No logic • No continuity • Gaps of information 	<ul style="list-style-type: none"> • Somewhat logical • Difficult to understand • Irregular pacing 	<ul style="list-style-type: none"> • Mostly logical • Some structure • Some critical connections 	<ul style="list-style-type: none"> • Argument follows logical progression • Easily understood • Orderly presentation • Structured to keep reader interested 	
Conclusions	<ul style="list-style-type: none"> • No argument • Passive • Struggling 	<ul style="list-style-type: none"> • Too broad • Lacking detail • Meaning obscured 	<ul style="list-style-type: none"> • Vague argument • Weak evidence • Lacking in purpose 	<ul style="list-style-type: none"> • Logical argument • Evidence to support • Convincing • Factual findings/ discoveries • Compelling summary 	
Creativity	<ul style="list-style-type: none"> • Inadequate resources • Bland • Rote response • Colorless 	<ul style="list-style-type: none"> • Lacking in resources • General • Acceptable 	<ul style="list-style-type: none"> • Weak resources • Shows some passion • Some originality • Obvious images 	<ul style="list-style-type: none"> • Diverse resources, including interviews • Creative angle on the issue • Originality • Proficiency • Inventiveness 	
Writing	<ul style="list-style-type: none"> • Need for editing • Misuse of words • Imprecise 	<ul style="list-style-type: none"> • Limited correctness • Stumbling • Disjointed 	<ul style="list-style-type: none"> • Readable • Questionable meaning • Functional 	<ul style="list-style-type: none"> • Correct grammar, spelling, punctuation • Concise language • Sentence structure/ patterns • Expressiveness 	
			TOTAL RESEARCH POINTS (100)		

**Total Research
Paper Points (100)** _____

Economic Research Project – Individual (10)

Preliminary Presentation Judges’ Scoring Rubric/Rating Sheet

Judge Number _____

Contestant Number _____

Item to Evaluate Presentation	Below Average 1-5 points	Average 6-10 points	Good 11-15 points	Excellent 16-20 points	Points Earned
ORAL PRESENTATION/ INTERVIEW	<ul style="list-style-type: none"> • Ideas not focused • Undeveloped introduction • Transitions needed • Limited conclusion • Ineffective language choice • Ideas difficult to follow 	<ul style="list-style-type: none"> • Lacks organization • Introduction irrelevant • Choppy transitions • Abrupt conclusion • Dull language choice • Random ideas expressed 	<ul style="list-style-type: none"> • Main idea evident • Introduction not well developed • Awkward transitions • Conclusion needs development • Language choice limited • Clear ideas expressed 	<ul style="list-style-type: none"> • Ideas clearly organized • Introduction gets attention • Smooth transitions • Satisfying conclusion • Language vivid and precise • Convincing 	
JUDGES QUESTIONS	<ul style="list-style-type: none"> • Ideas difficult to follow 	<ul style="list-style-type: none"> • Random ideas expressed 	<ul style="list-style-type: none"> • Clear ideas 	<ul style="list-style-type: none"> • Convincing 	
TOTAL PRESENTATION POINTS (40)					

SPECIFICATION POINTS: All points or none are awarded by the proctor per contestant, not per judge.		
• Word-processed research paper according to <i>Style and Reference Manual</i>	15	
• Word-processed works cited page	10	
• Presentation lasted no more than five (5) minutes	5	
• Two (2) copies of documents submitted at time of presentation	5	
TOTAL PRESENTATION SPECIFICATION POINTS (35)		

TECHNICAL SCORE TOTALS:

(100 points maximum) _____

PRELIMINARY PRESENTATION TOTALS:

Judge 1 (40 points maximum) _____

Judge 2 (40 points maximum) _____

**PRESENTATION TOTALS
DIVIDED BY NUMBER OF JUDGES** _____

**PRESENTATION SPECIFICATION
POINTS**
(35 points maximum) _____

TOTAL (175 points maximum) _____

RANK _____

Economic Research Project – Individual (10) Final Presentation Judges’ Scoring Rubric/Rating Sheet

Item to Evaluate Presentation	Below Average 1-5 points	Average 6-10 points	Good 11-15 points	Excellent 16-20 points	Points Earned
ORAL PRESENTATION/ INTERVIEW	<ul style="list-style-type: none"> • Ideas not focused • Undeveloped introduction • Transitions needed • Limited conclusion • Ineffective language choice • Ideas difficult to follow 	<ul style="list-style-type: none"> • Lacks organization • Introduction irrelevant • Choppy transitions • Abrupt conclusion • Dull language choice • Random ideas expressed 	<ul style="list-style-type: none"> • Main idea evident • Introduction not well developed • Awkward transitions • Conclusion needs development • Language choice limited • Clear ideas expressed 	<ul style="list-style-type: none"> • Ideas clearly organized • Introduction gets attention • Smooth transitions • Satisfying conclusion • Language vivid and precise • Convincing 	
JUDGES QUESTIONS	<ul style="list-style-type: none"> • Ideas difficult to follow 	<ul style="list-style-type: none"> • Random ideas expressed 	<ul style="list-style-type: none"> • Clear ideas 	<ul style="list-style-type: none"> • Convincing 	
TOTAL PRESENTATION POINTS (40)					
SPECIFICATION POINTS: All points or none are awarded by the proctor per contestant, not per judge.					
• Word-processed research paper according to <i>Style and Reference Manual</i>					15
• Word-processed works cited page					10
• Presentation lasted no more than five (5) minutes					5
• Two (2) copies of documents submitted at time of presentation					5
TOTAL PRESENTATION SPECIFICATION POINTS (35)					

FINAL PRESENTATION TOTALS:

Judge 1 (40 points maximum) _____

Judge 2 (40 points maximum) _____

**PRESENTATION TOTALS
DIVIDED BY NUMBER OF JUDGES** _____

**PRESENTATION SPECIFICATION
POINTS**
(35 points maximum) _____

TOTAL (75 points maximum) _____

RANK _____

Economic Research Project—Individual (10)
Judges' Scoring Rubric/Rating Sheet

Judge Number _____

Contestant Number _____

COMMENTS: (to be viewed by contestant)

(Judges: please provide positive feedback and areas of improvement in a constructive manner regarding your analysis of team competition.)

REASON FOR DISQUALIFICATION: (if applicable)

Economic Research Project–Team (S) (11)

Description

One economic research topic is selected by National Business Professionals of America and provided at the beginning of the school year. The team will conduct research on the topic and present findings in a research paper, an oral presentation, and respond to questions from a panel of judges.

Eligibility

Any student may enter this team event. A team will consist of 2-4 members. Each team may submit only one (1) research paper. Students participating in National Level Competition must be registered for the event prior to submission deadline for technical judging.

<p>Team must supply One envelope containing the materials required for the interview, as listed in the specifications section. Notes or note cards for oral presentation (optional) <u>Props and/or electronic presentations are not allowed.</u></p>	<p>No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies:

- Demonstrate knowledge and understanding of basic economic concepts in exploring and analyzing economic issues
- Communicate research in a clear and concise manner both orally and in writing
- Demonstrate teamwork skills needed to function in a business setting
- Analyze and discuss changes in the global economy and how they impact the US economy
- Explore basic economic concepts that affect the workplace
- Identify economic systems
- Explain how economic growth can be promoted and measured
- Conduct research using various resources and methods
- Analyze basic economic problems
- Evaluate and make decisions on economic issues based on research
- Prepare a research paper using the report format found in the *Style & Reference Manual*
- Discuss findings and respond to questions

Specifications:

- The completed research paper only (as a pdf file) must be submitted to the National Center by e-mail at **econresteam@bpa.org** no later than 11:59 pm Eastern Time on April 1, 2010. The subject line of the message should be "Economic Res. Proj. Team- *chapter number*." The use of e-mail delivery receipt is encouraged, as **confirmation of receipt cannot be provided by the National Center. No fax or mailed copies will be accepted. No exceptions can be made for missed deadlines due to misspelled e-mail address.**
- **Contestants must be registered for National-level competition prior to submission of materials. The contestant number must be included as indicated. Materials from non-registered contestants, those missing chapter number and/or projects received after the deadline cannot be accepted.**
- No changes can be made to the paper after the date of submission.
- The research paper must follow the report format located in the *Style & Reference Manual* with the exception of the following:
omit Sender, Recipient, Recipient Title and Date from report format (pertinent information is noted on title page, described below).
- Each research paper must include a title page which follows the *Style & Reference Manual* format.

- Length of document is limited to five (5) double-spaced, single-sided, numbered pages with one-inch margins. The title page and works cited are not included in the five pages.
- No additional charts, tables, graphics, etc. will be accepted.
- Each research paper must reflect the research, writing, and original thinking of the team.
- The research paper and entry form must be typed/word-processed.
- Each paper must include a word-processed works cited page.
- Two (2) copies of the completed research paper and two (2) copies of the entry form must be submitted the NLC, at both Preliminary and Final Competition.
- Oral presentation will be limited to five (5) minutes for presenting conclusions to the panel of judges and ten (10) minutes to answer judges' questions. Notes or note cards may be used.

Topic

People are accustomed to living certain lifestyles and different generations each have lifestyles they prefer which are vastly different from other groups. Research how the recent recessionary times have impacted the four main generations of our time. Research on this topic may include, but is not limited to the following:

- Brief histories and psychologies of Baby Boomers, Generation X, Generation Y, and Generation Z
- Life style changes of each generation
- Impact of each generation on the employment sector
- Retirement options of each generation

Contestants who do not submit an entry that follows this topic will be disqualified.

Method of evaluation:

- Application (judges' rating sheets)
- Panel of judges reviews each research paper, oral presentation and response to judges' questions.

Length of event:

- No more than five (5) minutes presentation time
- No more than ten (10) minutes of judges' questions
- Finals may be included at State and National levels.

Entries:

- Each state is allowed two (2) entries.

Please note:

Those students who wish to receive judges' comments must submit a self-addressed, stamped envelope to the administrator at the time of competition.

Materials submitted for technical judging cannot be returned. It is the local chapter advisor's responsibility to pick up materials submitted at the time of competition. A time and place for material pick-up will be published in the conference program. Any materials not picked up will be destroyed on site.

Economic Research Project–Team (11) Entry Form

Please key all information requested below. **Handwritten and incomplete forms will not be accepted.**

Name_____ Grade_____

Name_____ Grade_____

Name_____ Grade_____

Name_____ Grade_____

Chapter Number _____

School Name_____

School Address_____

City_____ State_____ ZIP_____

School Phone_____ School Fax_____

Advisor Name_____

E-mail _____

Student Verification

We, the undersigned, attest that the research for this project was conducted solely by the team members, and that the work resulting from our efforts is original.

Student Signature Date

Student Signature Date

Student Signature Date

Student Signature Date

Advisor Verification

I have read the research paper and verify that it reflects the above-named student's original work.

Student Signature Date

Economic Research Project–Team (11) Technical Judges’ Scoring Rubric/Rating Sheet

Judge Number _____

Contestant Number _____

Items to Evaluate RESEARCH PAPER	Below Average 1-5 points	Average 6-10 points	Good 11 – 15 points	Excellent 16-20 points	Points Earned
Comprehension	<ul style="list-style-type: none"> • Topic not identified • Not focused • Random thoughts • Difficult to read • Desperate for ideas 	<ul style="list-style-type: none"> • Topic not clear • Searching for ideas • No clear purpose • Hard to picture 	<ul style="list-style-type: none"> • Clear message • General • Functional • Difficult to focus • Shows some purpose 	<ul style="list-style-type: none"> • Ideas well-organized • Demonstrates understanding of subject matter • Easy to read • All important points covered • Free of content errors • Awareness of issue • Grasps overall issue 	
Organization	<ul style="list-style-type: none"> • No logic • No continuity • Gaps of information 	<ul style="list-style-type: none"> • Somewhat logical • Difficult to understand • Irregular pacing 	<ul style="list-style-type: none"> • Mostly logical • Some structure • Some critical connections 	<ul style="list-style-type: none"> • Argument follows logical progression • Easily understood • Orderly presentation • Structured to keep reader interested 	
Conclusions	<ul style="list-style-type: none"> • No argument • Passive • Struggling 	<ul style="list-style-type: none"> • Too broad • Lacking detail • Meaning obscured 	<ul style="list-style-type: none"> • Vague argument • Weak evidence • Lacking in purpose 	<ul style="list-style-type: none"> • Logical argument • Evidence to support • Convincing • Factual findings/ discoveries • Compelling summary 	
Creativity	<ul style="list-style-type: none"> • Inadequate resources • Bland • Rote response • Colorless 	<ul style="list-style-type: none"> • Lacking in resources • General • Acceptable 	<ul style="list-style-type: none"> • Weak resources • Shows some passion • Some originality • Obvious images 	<ul style="list-style-type: none"> • Diverse resources, including interviews • Creative angle on the issue • Originality • Proficiency • Inventiveness 	
Writing	<ul style="list-style-type: none"> • Need for editing • Misuse of words • Imprecise 	<ul style="list-style-type: none"> • Limited correctness • Stumbling • Disjointed 	<ul style="list-style-type: none"> • Readable • Questionable meaning • Functional 	<ul style="list-style-type: none"> • Correct grammar, spelling, punctuation • Concise language • Sentence structure/ patterns • Expressiveness 	
			TOTAL RESEARCH POINTS (100)		

**Total Research
Paper Points (100)** _____

Economic Research Project – Team (11)

Preliminary Presentation Judges’ Scoring Rubric/Rating Sheet

Judge Number _____

Contestant Number _____

Item to Evaluate Presentation	Below Average 1-5 points	Average 6-10 points	Good 11-15 points	Excellent 16-20 points	Points Earned
ORAL PRESENTATION/ INTERVIEW	<ul style="list-style-type: none"> • Ideas not focused • Undeveloped introduction • Transitions needed • Limited conclusion • Ineffective language choice • Ideas difficult to follow 	<ul style="list-style-type: none"> • Lacks organization • Introduction irrelevant • Choppy transitions • Abrupt conclusion • Dull language choice • Random ideas expressed 	<ul style="list-style-type: none"> • Main idea evident • Introduction not well developed • Awkward transitions • Conclusion needs development • Language choice limited • Clear ideas expressed 	<ul style="list-style-type: none"> • Ideas clearly organized • Introduction gets attention • Smooth transitions • Satisfying conclusion • Language vivid and precise • Convincing 	
JUDGES QUESTIONS	<ul style="list-style-type: none"> • Ideas difficult to follow 	<ul style="list-style-type: none"> • Random ideas expressed 	<ul style="list-style-type: none"> • Clear ideas 	<ul style="list-style-type: none"> • Convincing 	
TOTAL PRESENTATION POINTS (40)					

SPECIFICATION POINTS: All points or none are awarded by the proctor per contestant, not per judge.		
• Word-processed research paper according to <i>Style and Reference Manual</i>	15	
• Word-processed works cited page	10	
• All registered members of team participated in presentation	20	
• Presentation lasted no more than five (5) minutes	5	
• Two (2) copies of documents submitted at time of presentation	5	
TOTAL PRESENTATION SPECIFICATION POINTS (55)		

TECHNICAL SCORE TOTALS:

(100 points maximum) _____

PRELIMINARY PRESENTATION TOTALS:

Judge 1 (40 points maximum) _____

Judge 2 (40 points maximum) _____

**PRESENTATION TOTALS
DIVIDED BY NUMBER OF JUDGES** _____

**PRESENTATION SPECIFICATION
POINTS**
(55 points maximum) _____

TOTAL (195 points maximum) _____

RANK _____

Economic Research Project – Team (11)

Final Presentation Judges’ Scoring Rubric/Rating Sheet

Item to Evaluate Presentation	Below Average 1-5 points	Average 6-10 points	Good 11-15 points	Excellent 16-20 points	Points Earned
ORAL PRESENTATION/ INTERVIEW	<ul style="list-style-type: none"> • Ideas not focused • Undeveloped introduction • Transitions needed • Limited conclusion • Ineffective language choice • Ideas difficult to follow 	<ul style="list-style-type: none"> • Lacks organization • Introduction irrelevant • Choppy transitions • Abrupt conclusion • Dull language choice • Random ideas expressed 	<ul style="list-style-type: none"> • Main idea evident • Introduction not well developed • Awkward transitions • Conclusion needs development • Language choice limited • Clear ideas expressed 	<ul style="list-style-type: none"> • Ideas clearly organized • Introduction gets attention • Smooth transitions • Satisfying conclusion • Language vivid and precise • Convincing 	
JUDGES QUESTIONS	<ul style="list-style-type: none"> • Ideas difficult to follow 	<ul style="list-style-type: none"> • Random ideas expressed 	<ul style="list-style-type: none"> • Clear ideas 	<ul style="list-style-type: none"> • Convincing 	
TOTAL PRESENTATION POINTS (40)					

SPECIFICATION POINTS: All points or none are awarded by the proctor per contestant, not per judge.		
• Word-processed research paper according to <i>Style and Reference Manual</i>	15	
• Word-processed works cited page	10	
• All registered members of team participated in presentation	20	
• Presentation lasted no more than five (5) minutes	5	
• Two (2) copies of documents submitted at time of presentation	5	
TOTAL PRESENTATION SPECIFICATION POINTS (55)		

FINAL PRESENTATION TOTALS:

Judge 1 (40 points maximum) _____

Judge 2 (40 points maximum) _____

**PRESENTATION TOTALS
DIVIDED BY NUMBER OF JUDGES** _____

**PRESENTATION SPECIFICATION
POINTS**
(55 points maximum) _____

TOTAL (95 points maximum) _____

RANK _____

Economic Research Project—Team (11)

Judges' Scoring Rubric/Rating Sheet

Judge Number _____

Contestant Number _____

COMMENTS: (to be viewed by contestant)

(Judges: please provide positive feedback and areas of improvement in a constructive manner regarding your analysis of team competition.)

REASON FOR DISQUALIFICATION: (if applicable)

Financial Math & Analysis–Open Event (12)

Description

Assess knowledge of math concepts. Students solve practical math problems related to work and consumer issues.

Eligibility

Any student may enter this event.

Contestant must supply Sharpened no. 2 pencils, pens Cordless calculator: Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u>	No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u>
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Competencies:

- Demonstrate knowledge of business and finance math concepts
- Apply mathematical reasoning skills to consumer and work-related problems
- Solve addition, subtraction, multiplication, and division problems
- Convert whole numbers, fractions, ratios, or percentages from one form to another
- Calculate averages, simple ratios, and proportions using whole numbers and decimals
- Read simple graphs and charts to solve problems
- Perform financial computations related to payroll, interest, and invoicing
- Identify and correct errors
- Solve practical consumer problems related to spending concepts, banking, taxes, investments, financial planning, notes and discounting
- Solve mark-up/mark-down problems, find selling price, spoilage and calculate profit
- Solve problems with the time value of money
- Perform computations related to depreciation and inventories

Method of evaluation:

- Objective

Entries:

- Unlimited

Insurance Concepts–Open Event (13)

Description

Assess knowledge of insurance practices, procedures and concepts. Test questions are offered by the Insurance Education Institute. Completion of the test with 85% score or higher will result in competency certification by the Griffith Insurance Education Foundation.

Eligibility

Any student may enter this event.

<p>Contestant must supply Sharpened no. 2 pencils Cordless calculator: Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u></p>	<p>No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u></p>
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Competencies*:

- Identify the benefits of insurance including indemnification for loss, reduction of worry and fear, source of investment income and loss prevention
- Identify operations within an insurance organization including insurance occupations, such as actuarial science, underwriting, production, claim settlement, reinsurance and investments, insurance sales and marketing
- Identify requirements of an insurable risk (number of exposure units, accidental and intentional, determinability and measurability of loss, catastrophic loss, chance of loss must be calculable, economic feasibility of the premium feasible, etc.)
- Apply risk management strategies including risk avoidance, risk control and risk transfer
- Analyze how risk is transferred from the insured to the insurer
- Evaluate the spread of losses incurred by the few over the entire group (average loss versus actual loss)
- Examine the characteristics of an entire population by observing characteristics of sample groups

Method of evaluation:

- Objective

Entries:

- Unlimited

**Competencies and test content generously provided by the Griffith Insurance Education Foundation through the Insurance Risk Management Center for Learning*

Federal Income Tax Accounting Concepts–Open Event (14) (Pilot)

Description

Students will demonstrate knowledge of the Internal Revenue Code as presented by the Department of the Treasury. The exam will encase individual and sole proprietorship tax laws and calculations in a multiple choice question format. This event is being piloted at Regional, State and National level.

NOTE:

The ability to interpret the material available at the www.irs.gov website for specific treatment of tax issues would be advised. This is an open event (pilot) so no reference materials can be used.

Eligibility

Any student may enter this event.

Contestant must supply Sharpened no. 2 pencils Cordless calculator (optional): Electronic devices will be monitored according to ACT standards. See page 7. <u>Contestants who violate this rule will be disqualified.</u>	No equipment, supplies, or materials other than those specified for an event will be allowed in the testing area. No previous Business Professionals of America tests and/or sample tests or facsimiles thereof (handwritten, photocopied, or keyed) may be taken into the testing area. <u>Violation of this rule will result in disqualification.</u>
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Competencies:

- Categorize filing status of taxpayers
- Determine personal and dependency exemptions
- Calculate Adjusted Gross Income (AGI) as determined by all taxable and non-taxable items and associated IRS Schedules and allowable deductions
- Calculate standard deduction including additional amounts and itemization as allowed by IRS regulations
- Calculate allowable exemption amount as allowed by IRS regulations
- Determine eligible credit usage and most advantageous tax usage of credits within the guidelines of IRS regulations
- Calculate tax refund or liability by use of the IRS regulations
- Calculation and allowable entries on any individual or sole proprietorship tax return as allowed by IRS regulations

Method of evaluation:

- Objective

Entries:

- Unlimited