**If work submitted for this Competency Assessment does not meet the minimum submission requirements, it will be returned without being scored.**

| **CRITERIA** | **MET** | **NOT YET MET** |
| --- | --- | --- |
| **Part 1:** Written paper |  |  |
| **Provides a business letter to the CFO to explain why cash can go down when sales are up; refers to receivables.** |  |  |
| **Explains three accounts the CFO should review each day and explains why. Focuses on short-term balance sheet accounts, i.e., “receivables and payables.”** |  |  |
| [Provides a thorough explanation and an example as to why the three accounts should be reviewed by the CFO each day.] |  |  |
| **Part 2:** Based on the provided pdf team scenario: |  |  |
| **Provides the goals, resources, and timelines for the team project.** |  |  |
| **Explains the communication protocol to be used by the team.** |  |  |
| **Explains how to resolve the problems on page 8 of the pdf.** |  |  |
| **Completes the denial letter.** |  |  |
| [Uses the correct tone to the client in the denial letter demonstrating understanding of the financial ramifications for the company.] |  |  |
| **Submits a correctly completed data sheet.** |  |  |
| **Analyzing the data sheet, explains why he/she is denying the loan based on: Accounts Receivable, Accounts Payable, and Inventory.** |  |  |
| [Provides correct and logical reasoning regarding the analysis he/she used ofAccounts Receivable, Accounts Payable, and Inventory, to deny the loan.] |  |  |
| **Overall # Bold Criteria Met/Not Yet Met** |  |  |
| [Overall # Mastery Criteria Met/Not Yet Met] |  |  |

The criterion statements in **bold** are the minimum requirement to show competent performance on the course outcome; **all** **bold** criteria must be met to pass this Course Outcome.

The criterion statements in [Brackets] represent mastery achievement. A predefined number of mastery criteria must be achieved to earn an A grade, indicating mastery of the Course Outcome.

**CLA and Grade Criteria Chart**

| **CRITERIA** | **CLA Score** | **Grade** | **Points** |
| --- | --- | --- | --- |
| Meets all **8** **bold** criteria and 2–3 of mastery criteria | 5 | A | 1,000 |
| Meets all **8** **bold** criteria and 0–1 of mastery criteria | 4 | B | 850 |
| Meets 6–7 of **bold** criteria | 3 | Not yet competent  (F at term end) | 0 |
| Meets 4– 5 of **bold** criteria | 2 | Not yet competent  (F at term end) | 0 |
| Meets 1– 3 of **bold** criteria | 1 | Not yet competent  (F at term end) | 0 |
| Meets no **bold** criteria | 0 | Not yet competent  (F at term end) | 0 |
| No submission | NA | Not yet competent  (F at term end) | 0 |