

Business Department PROGRAM RUBRIC

	Points: 4	Points: 3	Points: 2	Points: 1	Points: 0
CRITERIA	Exemplary	Mastery	Proficient	Emerging	Does Not Meet Expectations
Analyze and record journal entries and prepare financial statements in accordance with Generally Accepted Accounting Principles (GAAP)	Demonstrates an advanced understanding of the criteria by outlining specific examples of the outcome throughout the artifact.	Demonstrates an accomplished (above-average) understanding of the criteria with some examples of the outcome in the body of the artifact.	Demonstrates an acceptable or average understanding of the criteria with few examples of the outcome in the body of the artifact.	Demonstrates an inadequate or rudimentary understanding of the criteria.	The artifact does not demonstrate an understanding of the criteria and/or the artifact does not relate or have direct connections to the outcome.
Apply quantitative reasoning skills and/or financial accounting theory/principles to analyze information to make business decisions	Demonstrates an advanced understanding of the criteria by outlining specific examples of the outcome throughout the body of the artifact.	Demonstrates an accomplished (above-average) understanding of the criteria with some examples of the outcome in the body of the artifact.	Demonstrates an acceptable or average understanding of the criteria with few examples of the outcome in the body of the artifact.	Demonstrates an inadequate or rudimentary understanding of the criteria.	The artifact does not demonstrate an understanding of the criteria and/or the artifact does not relate or have direct connections to the outcome
Apply quantitative reasoning skills and/or managerial accounting theories and/or various business techniques to make decisions	Demonstrates an advanced understanding of the criteria by outlining specific examples of the outcome throughout the body of the artifact.	Demonstrates an accomplished (above-average) understanding of the criteria with some examples of the outcome in the body of the artifact.	Demonstrates an acceptable or average understanding of the criteria with few examples of the outcome in the body of the artifact.	Demonstrates an inadequate or rudimentary understanding of the criteria.	The artifact does not demonstrate an understanding of the criteria and/or the artifact does not relate or have direct connections to the outcome
Apply basic legal terminology, as well as legal and ethics principles, to analyze practical, contemporary business situations.	Demonstrates an advanced understanding of the criteria by outlining specific examples of the outcome throughout the body of the artifact.	Demonstrates an accomplished (above-average) understanding of the criteria with some examples of the outcome in the body of the artifact.	Demonstrates an acceptable or average understanding of the criteria with few examples of the outcome in the body of the artifact.	Demonstrates an inadequate or rudimentary understanding of the criteria.	The artifact does not demonstrate an understanding of the criteria and/or the artifact does not relate or have direct connections to the outcome
Demonstrate the ability to effectively and professionally communicate orally and in writing in a business environment	Demonstrates an advanced understanding of the criteria by outlining specific examples of the outcome throughout the body of the artifact.	Demonstrates an accomplished (above-average) understanding of the criteria with some examples of the outcome in the body of the artifact.	Demonstrates an acceptable or average understanding of the criteria with few examples of the outcome in the body of the artifact.	Demonstrates an inadequate or rudimentary understanding of the criteria.	The artifact does not demonstrate an understanding of the criteria and/or the artifact does not relate or have direct connections to the outcome
Use industry-standard software to record, analyze, and report accounting information	Demonstrates an advanced understanding of the criteria by outlining specific examples of the outcome throughout the body of the artifact.	Demonstrates an accomplished (above-average) understanding of the criteria with some examples of the outcome in the body of the artifact.	Demonstrates an acceptable or average understanding of the criteria with few examples of the outcome in the body of the artifact.	Demonstrates an inadequate or rudimentary understanding of the criteria.	The artifact does not demonstrate an understanding of the criteria and/or the artifact does not relate or have direct connections to the outcome
Analyze and record sophisticated accounting transactions and prepare advanced financial statements in accordance with GAAP	Demonstrates an advanced understanding of the criteria by outlining specific examples of the outcome throughout the body of the artifact.	Demonstrates an accomplished (above-average) understanding of the criteria with some examples of the outcome in the body of the artifact.	Demonstrates an acceptable or average understanding of the criteria with few examples of the outcome in the body of the artifact.	Demonstrates an inadequate or rudimentary understanding of the criteria.	The artifact does not demonstrate an understanding of the criteria and/or the artifact does not relate or have direct connections to the outcome
Apply knowledge of federal tax laws and procedures to individuals and businesses	Demonstrates an advanced understanding of the criteria by outlining specific examples of the outcome throughout the body of the artifact.	Demonstrates an accomplished (above-average) understanding of the criteria with some examples of the outcome in the body of the artifact.	Demonstrates an acceptable or average understanding of the criteria with few examples of the outcome in the body of the artifact.	Demonstrates an inadequate or rudimentary understanding of the criteria.	The artifact does not demonstrate an understanding of the criteria and/or the artifact does not relate or have direct connections to the outcome
Identify and analyze the components of a viable business	Demonstrates an advanced understanding of the criteria by outlining specific examples of the outcome throughout the body of the artifact.	Demonstrates an accomplished (above-average) understanding of the criteria with some examples of the outcome in the body of the artifact.	Demonstrates an acceptable or average understanding of the criteria with few examples of the outcome in the body of the artifact.	Demonstrates an inadequate or rudimentary understanding of the criteria.	The artifact does not demonstrate an understanding of the criteria and/or the artifact does not relate or have direct connections to the outcome