# SLO Performance Report

Program: Business Administration

Date: 11-02-2019

Terms: Spring 2019, Fall 2018, Summer 2018

#### **BSADB2: Managerial Accounting**

Upon completion the student will be able to:Identify and illustrate the primary activities and information needs of managers and explain the role of the managerial accountant as a member of the management team; compare and contrast financial and managerial accounting; • Identify the ethical implications inherent in managerial accounting and reporting and be able to apply strategies for addressing them. • Discuss the impact of technology on the business environment, its implications for product and service costs, and the development of activity-based costing and management; • Define relevant costs and benefits and prepare analyses related to special decisions; • Explain the nature of capital expenditure decisions and apply and evaluate various methods used in making these decisions; including the time value of money

|             |   | N/A   |    | ceeds<br>ctations |    | leets<br>ctations |    | not meet<br>ctations | Т   | otal    |
|-------------|---|-------|----|-------------------|----|-------------------|----|----------------------|-----|---------|
| Spring 2019 | 4 | 2.96% | 78 | 57.78%            | 32 | 23.70%            | 21 | 15.56%               | 135 | 100.00% |
| Fall 2018   | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%             | 0  | 0.00%                | 0   | 0.00%   |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%             | 0  | 0.00%                | 0   | 0.00%   |
| Totals      | 4 | 2.96% | 78 | 57.78%            | 32 | 23.70%            | 21 | 15.56%               | 135 | 100.00% |

Upon completion the student will be able to:Define and illustrate various cost terms, concepts, and behaviors, and evaluate their relevancy for different decision-making purposes; • Distinguish between product and period costs and prepare and evaluate a Schedule of Cost of Goods Manufactured, Schedule of Cost of Goods Sold, and Income Statement; • Describe the traditional types of product costing systems (including job-order and process), illustrate the flow of costs in each, and prepare related accounting records and reports; • Prepare traditional and contribution-margin income statements and define related terms; • Explain cost-volume-profit analysis, degree of operating leverage, and safety margin and employ each as an analytical tool; • Explain the purposes of budgeting, prepare a master budget and its component schedules, and relate the budget to planning and control; •

Explain the development and use of standard costs and flexible budgets, prepare and interpret variance analysis reports and relate them to responsibility accounting and control; • Explain the nature of and need for segment reporting and the relationship with cost, revenue, profit, and investment centers; prepare and analyze related segment reports; • Compare and contrast absorption costing and variable costing, prepare income statements using both methods, and reconcile the resulting net incomes;

|             | l | N/A   |    | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т  | otal    |
|-------------|---|-------|----|-------------------|---|-------------------|---|----------------------|----|---------|
| Spring 2019 | 0 | 0.00% | 36 | 90.00%            | 2 | 5.00%             | 2 | 5.00%                | 40 | 100.00% |
| Fall 2018   | 0 | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Totals      | 0 | 0.00% | 36 | 90.00%            | 2 | 5.00%             | 2 | 5.00%                | 40 | 100.00% |

| Totals fo | r CSLOs |
|-----------|---------|
|-----------|---------|

|             | ļ | N/A   |     | ceeds<br>ctations |    | eets<br>ctations |    | not meet<br>ctations | Т   | otal    |
|-------------|---|-------|-----|-------------------|----|------------------|----|----------------------|-----|---------|
| Spring 2019 | 4 | 2.29% | 114 | 65.14%            | 34 | 19.43%           | 23 | 13.14%               | 175 | 100.00% |
| Fall 2018   | 0 | 0.00% | 0   | 0.00%             | 0  | 0.00%            | 0  | 0.00%                | 0   | 0.00%   |
| Summer 2018 | 0 | 0.00% | 0   | 0.00%             | 0  | 0.00%            | 0  | 0.00%                | 0   | 0.00%   |
| Totals      | 4 | 2.29% | 114 | 65.14%            | 34 | 19.43%           | 23 | 13.14%               | 175 | 100.00% |

#### **BSADB20:** Introduction to Business

Upon completion the student will be able to:Identify the roles of GOVERNMENT in the organization, reporting, and operating businesses in the US. • Cite the various ways the U.S. government affects, restricts, and protects business. • Compare and contrast the advantages/disadvantages in each form of business ownership. • Define business ethics and explain the role of social responsibility in an organization. • Compare and contrast the primary economic systems. • Identify how business operates in an international/global environment including legal, social, cultural, and interdependence and integrated financial markets. • Identify and describe the basics of business law including contracts, torts, intellectual property, and the American legal system. • Summarize the components of risk management and basic insurance concepts.

|             |   | N/A   |    | ceeds<br>ctations |    | eets<br>ctations |    | not meet<br>ctations | Т   | otal    |
|-------------|---|-------|----|-------------------|----|------------------|----|----------------------|-----|---------|
| Spring 2019 | 0 | 0.00% | 20 | 15.62%            | 95 | 74.22%           | 13 | 10.16%               | 128 | 100.00% |
| Fall 2018   | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%            | 0  | 0.00%                | 0   | 0.00%   |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%            | 0  | 0.00%                | 0   | 0.00%   |
| Totals      | 0 | 0.00% | 20 | 15.62%            | 95 | 74.22%           | 13 | 10.16%               | 128 | 100.00% |

|   |                           | N/A                                    |   | ceeds  |                               | leets  |                     | not meet   | -                | otal                                   |   |
|---|---------------------------|--|---|--|-------------------------------|--|---------------------|--|------------------|--|---|
| 0   |                           | 1                                      | · ·   | ctations   |                               | ctations   |                     | ctations   |                  |  |   |
| Spring 2019   |                           | 0.00%                                  | 27<br>0                                     | 21.09%   | 91<br>0                       | 71.09%   | 10<br>0             | 7.81%<br>0.00%   | 128<br>0         | 100.00%<br>0.00%                       |   |
| Fall 2018<br>Summer 2018  |                           | 0.00%                                  | 0   | 0.00%  | 0                             | 0.00%  | 0                   | 0.00%  | 0                | 0.00%                                  |   |
| Summer 2018<br>Totals   | 0                         | 0.00%                                  | 27  | 21.09%   | 91                            | 71.09%   | 10                  | 7.81%  | 128              | 100.00%                                |   |
|   | -                         |  |   |  | -                             |  | -                   |  |                  |  |   |
| Upon completion the s   |                           |  |   |  |                               |  |                     | ne role (  |                  |  |   |
| mix and key tools, term   | ıs an                     | d strate                               | gies r                                      | elated t   | to ead                        | h elem   | ent. •              |  | De               | scribe a                               | d identify how technology impacts all the primary                                     |
| functions of business.  |                           |  |   |  |                               |  |                     |  |                  |  |   |
|   |                           | N/A                                    |   | ceeds<br>ctations                                      |                               | leets<br>ctations  |                     | not meet<br>ctations                                   | 1                | otal                                   |   |
| Spring 2019   | 4                         | 7.84%                                  | 16  | 31.37%   | 19                            | 37.25%   | 12                  | 23.53%   | 51               | 100.00%                                |   |
| Fall 2018   | 16                        | 10.00%                                 | 25  | 15.62%   | 110                           | 68.75%   | 9                   | 5.62%  | 160              | 100.00%                                |   |
| Summer 2018   | 0                         | 0.00%                                  | 0   | 0.00%  | 0                             | 0.00%  | 0                   | 0.00%  | 0                | 0.00%                                  |   |
| Totals  | 20                        | 9.48%                                  | 41  | 19.43%   | 129                           | 61.14%   | 21                  | 9.95%  | 211              | 100.00%                                |   |
|   |                           | nt will h                              | e able                                      | to:Ider  | ntify a                       | •  | lain th             |  |                  |  | NG in Business • Evaluate the basic nce of finance to the operations of business; the |
| Upon completion the s<br>components of financia<br>various types of financi<br>including investment o | al sta<br>ing; a          | atements<br>and the                    | s and<br>proce                              | ratio ar<br>ess of in                                  | nterna                        | al and e   |                     | al finan   | cing a           | and con                                | rols. • Identify securities markets   |
| components of financia<br>various types of financia   | al sta<br>ing; a<br>ption | atements<br>and the                    | s and<br>proce<br>hanis<br>Ex               | ratio ar<br>ess of in                                  | nterna<br>ivesti              | al and e   | how<br>Does         | al finan   | cing a<br>luct b | and con                                |   |
| components of financia<br>various types of financia   | al sta<br>ing; a<br>ption | atements<br>and the<br>ns, mech        | s and<br>proce<br>hanis<br>Ex               | ratio ar<br>ess of in<br>ms of ir<br><sub>ceeds</sub>  | nterna<br>ivesti              | al and e<br>ng, and<br>leets   | how<br>Does         | al finan<br>to conc<br>not meet                        | cing a<br>luct b | and con<br>asic an                     | rols. • Identify securities markets   |
| components of financia<br>various types of financia<br>including investment o                         | al sta<br>ing; a<br>ption | atements<br>and the<br>ns, mech        | s and<br>proce<br>hanisi<br>Ex<br>expe      | ratio ar<br>ess of in<br>ms of in<br>ceeds<br>ctations | nterna<br>ivesti<br>N<br>expe | al and end end, and<br>ang, and<br>leets<br>ctations   | how<br>Does<br>expe | al finan<br>to conc<br>not meet<br>ctations            | cing a<br>luct b | and con<br>asic an                     | rols. • Identify securities markets   |
| components of financia<br>various types of financ<br>including investment o<br>Spring 2019            | al sta<br>ing; a<br>ption | atements<br>and the<br>ns, mech<br>N/A | s and<br>proce<br>hanisi<br>Ex<br>expe<br>7 | ratio ar<br>ess of in<br>ms of in<br>ceeds<br>ctations | nterna<br>vesti<br>N<br>expe  | al and end and | how<br>Does<br>expe | al finant<br>to conc<br>not meet<br>ctations<br>25.00% | luct b           | and con<br>asic an<br><sup>Total</sup> | rols. • Identify securities markets   |

| Totals for CSLOs |    |        |    |                   |     |                   |    |                   |     |         |
|------------------|----|--------|----|-------------------|-----|-------------------|----|-------------------|-----|---------|
|                  |    | N/A    |    | ceeds<br>ctations |     | leets<br>ctations |    | not meet ctations | Т   | otal    |
| Spring 2019      | 4  | 1.25%  | 70 | 21.94%            | 207 | 64.89%            | 38 | 11.91%            | 319 | 100.00% |
| Fall 2018        | 16 | 10.00% | 25 | 15.62%            | 110 | 68.75%            | 9  | 5.62%             | 160 | 100.00% |
| Summer 2018      | 0  | 0.00%  | 0  | 0.00%             | 0   | 0.00%             | 0  | 0.00%             | 0   | 0.00%   |
| Totals           | 20 | 4.18%  | 95 | 19.83%            | 317 | 66.18%            | 47 | 9.81%             | 479 | 100.00% |

#### **BSADB85: Business English**

Upon completion the student will be able to:Distinguish between plural and possessive nouns and use the correct form in written material.

|             | l | N/A   |   | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |

Upon completion the student will be able to: Practice using commonly recognized punctuation marks (comma, semicolon, colon, question mark, quotation marks, exclamation mark, dash, and parenthesis) in written material.

|             |   | N/A   |   | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |

|  |                           | N/A                             |                                     | ceeds<br>ctations  |  | leets<br>ctations   |  | not meet<br>ctations  | -                          | Total            |  |
|--|---------------------------|---------------------------------|-------------------------------------|--|--|---|--|---|----------------------------|------------------|--|
| Spring 2019  | 0                         | 0.00%                           | 0                                   | 0.00%  | 0                                      | 0.00%   | 0  | 0.00%   | 0                          | 0.00%            |  |
| Fall 2018  | 0                         | 0.00%                           | 0                                   | 0.00%  | 0                                      | 0.00%   | 0  | 0.00%   | 0                          | 0.00%            |  |
| Summer 2018  | 0                         | 0.00%                           | 0                                   | 0.00%  | 0                                      | 0.00%   | 0  | 0.00%   | 0                          | 0.00%            |  |
| Totals   | 0                         | 0.00%                           | 0                                   | 0.00%  | 0                                      | 0.00%   | 0  | 0.00%   | 0                          | 0.00%            |  |
| pon completion the st  | udei                      | nt will b                       | e able                              | e to: Ide  | ntifv                                  | verb tvr  | oes ai                                   | nd tense  | es an                      | d apply          | correct form in written exercises              |
|  |                           | N/A                             | Ex                                  | ceeds  | N                                      | leets<br>ctations   | Does                                     | not meet<br>ctations  |                            | Total            |  |
| Spring 2019  | 0                         | 0.00%                           | 0                                   | 0.00%  | 0                                      | 0.00%   | 0  | 0.00%   | 0                          | 0.00%            |  |
| Fall 2018  | 0                         | 0.00%                           | 0                                   | 0.00%  | 0                                      | 0.00%   | 0  | 0.00%   | 0                          | 0.00%            |  |
|  |                           |                                 | 0                                   | 0.000/   | 0                                      | 0.000/  |  | 0.00%   | 0                          | 0.00%            |  |
| Summer 2018  | 0                         | 0.00%                           | 0                                   | 0.00%  | 0                                      | 0.00%   | 0  | 0.00%   | 0                          | 0.00%            |  |
| Totals   | 0                         | 0.00%                           | 0                                   | 0.00%  | 0                                      | 0.00%   | 0  | 0.00%   | 0                          | 0.00%            | and use the correct form in written exercises  |
| Totals   | o<br>udei                 | 0.00%                           | o<br>e able<br>Ex                   | 0.00%  | o<br>tingu                             | 0.00%   | 0<br>ween<br>Does                        | 0.00%   | o<br>ves al                | 0.00%            | and use the correct form in written exercises  |
| Totals   | o<br>uder                 | 0.00%                           | o<br>e able<br>Ex                   | 0.00%<br>e to: Dis   | o<br>tingu                             | 0.00%   | 0<br>ween<br>Does                        | 0.00%<br>adjectiv   | o<br>ves al                | 0.00%            | and use the correct form in written exercises  |
| Totals   | o<br>uder                 | 0.00%<br>nt will b<br>N/A       | 0<br>e able<br>Ex<br>expe           | 0.00%<br>e to: Dis   | o<br>tingu<br>expe                     | 0.00%   | 0<br>ween<br>Does<br>expe                | 0.00%<br>adjectiv<br>not meet<br>ctations                   | o<br>ves al                | 0.00%<br>nd adve | and use the correct form in written exercises. |
| Totals   | 0<br>cuder<br>0<br>0      | 0.00%                           | 0<br>e able<br>Ex<br>expe           | 0.00%<br>e to: Dis<br>cceeds<br>cctations<br>0.00%               | 0<br>tingu<br>expe                     | 0.00%   | 0<br>ween<br>Does<br>expe                | 0.00%<br>adjectiv<br>not meet<br>ctations                   | 0<br>/es al                | 0.00%            | and use the correct form in written exercises. |
| Totals<br>pon completion the st<br>Spring 2019<br>Fall 2018                | 0<br>cuder<br>0<br>0      | 0.00% nt will b N/A 0.00% 0.00% | o<br>e able<br>Ex<br>expe<br>0<br>0 | 0.00%<br>to: Dis<br>ceeds<br>ctations<br>0.00%                   | 0<br>tingu<br>expe<br>0<br>0           | 0.00%   | 0<br>Ween<br>Does<br>expe<br>0<br>0      | 0.00%<br>adjectiv<br>not meet<br>ctations<br>0.00%<br>0.00% | 0<br>/es al<br>0<br>0      | 0.00%            | and use the correct form in written exercises  |
| Totals<br>pon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>cuder<br>0<br>0<br>0 | 0.00% nt will b N/A 0.00% 0.00% | e able                              | 0.00%<br>to: Dis<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00% | o<br>tingu<br>N<br>expe<br>0<br>0<br>0 | 0.00%<br>ish bety<br>feets<br>ctations<br>0.00%<br>0.00%<br>0.00% | 0<br>Ween<br>Does<br>expe<br>0<br>0<br>0 | 0.00%<br>adjectiv<br>not meet<br>ctations<br>0.00%<br>0.00% | 0<br>/es al<br>0<br>0<br>0 | 0.00%            | and use the correct form in written exercises. |
| Totals<br>pon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>cuder<br>0<br>0<br>0 | 0.00% nt will b N/A 0.00% 0.00% | e able                              | 0.00%<br>to: Dis<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00% | o<br>tingu<br>N<br>expe<br>0<br>0<br>0 | 0.00%<br>ish bety<br>feets<br>ctations<br>0.00%<br>0.00%<br>0.00% | 0<br>Ween<br>Does<br>expe<br>0<br>0<br>0 | 0.00%<br>adjectiv<br>not meet<br>ctations<br>0.00%<br>0.00% | 0<br>/es al<br>0<br>0<br>0 | 0.00%            | and use the correct form in written exercises. |
| Totals<br>pon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>cuder<br>0<br>0<br>0 | 0.00% nt will b N/A 0.00% 0.00% | e able                              | 0.00%<br>to: Dis<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00% | o<br>tingu<br>N<br>expe<br>0<br>0<br>0 | 0.00%<br>ish bety<br>feets<br>ctations<br>0.00%<br>0.00%<br>0.00% | 0<br>Ween<br>Does<br>expe<br>0<br>0<br>0 | 0.00%<br>adjectiv<br>not meet<br>ctations<br>0.00%<br>0.00% | 0<br>/es al<br>0<br>0<br>0 | 0.00%            | and use the correct form in written exercises. |
| Totals<br>pon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>cuder<br>0<br>0<br>0 | 0.00% nt will b N/A 0.00% 0.00% | e able                              | 0.00%<br>to: Dis<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00% | o<br>tingu<br>N<br>expe<br>0<br>0<br>0 | 0.00%<br>ish bety<br>feets<br>ctations<br>0.00%<br>0.00%<br>0.00% | 0<br>Ween<br>Does<br>expe<br>0<br>0<br>0 | 0.00%<br>adjectiv<br>not meet<br>ctations<br>0.00%<br>0.00% | 0<br>/es al<br>0<br>0<br>0 | 0.00%            | and use the correct form in written exercises. |
| Totals<br>pon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>cuder<br>0<br>0<br>0 | 0.00% nt will b N/A 0.00% 0.00% | e able                              | 0.00%<br>to: Dis<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00% | o<br>tingu<br>N<br>expe<br>0<br>0<br>0 | 0.00%<br>ish bety<br>feets<br>ctations<br>0.00%<br>0.00%<br>0.00% | 0<br>Ween<br>Does<br>expe<br>0<br>0<br>0 | 0.00%<br>adjectiv<br>not meet<br>ctations<br>0.00%<br>0.00% | 0<br>/es al<br>0<br>0<br>0 | 0.00%            | and use the correct form in written exercises. |

| Spring 2019       0       0.00%       0  |   |                           | N/A                |        | ceeds   |                          | Meets<br>ectations  |                                | not meet<br>ctations                              | -               | Total                              |
|--|---|---------------------------|--------------------|--------|---|--------------------------|---|--------------------------------|---|-----------------|------------------------------------|
| Summer 2018<br>Totals         0         0.00%         0  | Spring 2019   | 0                         | 0.00%              | -      | 1   |                          | 1   |                                | 1   | 0               | 0.00%                              |
| Totals         0         0.00%         0         0.00%         0         0.00%         0         0.00%           pon completion the student will be able to: Distinguish between transitional and parenthetical expressions and punctuate accordin           Spring 2019         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Spring 2019         0         0.00%         0 </td <td>Fall 2018</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td> | Fall 2018   | 0                         | 0.00%              | 0      | 0.00%   | 0                        | 0.00%   | 0                              | 0.00%   | 0               | 0.00%                              |
| Image: spectration will be able to: Distinguish between transitional and parenthetical expressions and punctuate accordin         Spring 2019       N/A       Exceeds expectations       Meets expectations       Total         Spring 2019       0       0.00%       0       0.00%       0       0.00%         Fall 2018       0       0.00%       0       0.00%       0       0.00%       0       0.00%         Spring 2019       0       0.00%       0       0.00%       0       0.00%       0       0.00%         Summer 2018       0       0.00%       0       0.00%       0       0.00%       0       0.00%         Totals       0       0.00%       0       0.00%       0       0.00%       0       0.00%         pon completion the student will be able to: Distinguish between phrases and clauses and use appropriate punctuation.         Fail 2018       0       0.00%       0       0.00%       0       0.00%       0       0.00%         pon completion the student will be able to: Distinguish between phrases and clauses and use appropriate punctuation.         Fail 2018       0       0.00%       0       0.00%       0       0.00%       0       0.00%       0       0.00% <td>Summer 2018</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td> <td>0</td> <td>0.00%</td>                                  | Summer 2018   | 0                         | 0.00%              | 0      | 0.00%   | 0                        | 0.00%   | 0                              | 0.00%   | 0               | 0.00%                              |
| N/A         Exceeds<br>expectations         Meets<br>expectations         Does not meet<br>expectations         Total           Spring 2019         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Fall 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Summer 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Totals         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Totals         0         0.00%         0         0.00%         0         0.00%         0         0.00%           pon completion the student will be able to: Distinguish between phrases and clauses and use appropriate punctuation.           Spring 2019         0         0.00%         0         0.00%         0         0.00%           Spring 2019         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Fail 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Summer 2018   | Totals  | 0                         | 0.00%              | 0      | 0.00%   | 0                        | 0.00%   | 0                              | 0.00%   | 0               | 0.00%                              |
| Image: Nr/A         expectations         expectations         expectations         o local           Spring 2019         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Fall 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Summer 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Totals         0         0.00%         0         0.00%         0         0.00%         0         0.00%           pon completion the student will be able to: Distinguish between brases and use appropriate punctuation.           spring 2019         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Fall 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%  | pon completion the s  | tude                      | nt will b          | e able | e to: Dis   | stingu                   | ish bet   | ween                           | transitio   | onala           | and par                            |
| Fall 2018       0       0.00%       0       <  |   |                           | N/A                |        |   |                          |   |                                |   | -               | Total                              |
| Summer 2018         0         0.00%         0         0  | Spring 2019   | 0                         | 0.00%              | 0      | 0.00%   | 0                        | 0.00%   | 0                              | 0.00%   | 0               | 0.00%                              |
| Totals         0         0.00%         0         0.00%         0         0.00%         0         0.00%         0         0.00%           pon completion the student will be able to: Distinguish between phrases and clauses and use appropriate punctuation.           N/A         Exceeds<br>expectations         Meets<br>expectations         Does not meet<br>expectations         Total           Spring 2019         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Fall 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Summer 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%  | Fall 2018   | 0                         | 0.00%              | 0      | 0.00%   | 0                        | 0.00%   | 0                              | 0.00%   | 0               | 0.00%                              |
| Pon completion the student will be able to: Distinguish between phrases and clauses and use appropriate punctuation.         N/A       Exceeds<br>expectations       Meets<br>expectations       Does not meet<br>expectations       Total         Spring 2019       0       0.00%       0       0.00%       0       0.00%       0       0.00%         Fall 2018       0       0.00%       0       0.00%       0       0.00%       0       0.00%         Summer 2018       0       0.00%       0       0.00%       0       0.00%       0       0.00%   |   |                           | 0.00%              | 0      | 0.00%   | 0                        | 0.00%   | 0                              | 0.00%   | 0               | 0.00%                              |
| N/A         Exceeds<br>expectations         Meets<br>expectations         Does not meet<br>expectations         Total           Spring 2019         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Fall 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%           Summer 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%  | Summer 2018   | 0                         | 0.0070             |        |   |                          |   |                                |   |                 |                                    |
| Fall 2018       0       0.00%       0       0.00%       0       0.00%       0       0.00%         Summer 2018       0       0.00%       0       0.00%       0       0.00%       0       0.00%  | Totals  | 0                         | 0.00%              |        |   |                          |   |                                |   |                 |                                    |
| Summer 2018         0         0.00%         0         0.00%         0         0.00%         0         0.00%  | Totals  | o<br>tudei                | o.oo%              | e able | e to: Dis   | stingu                   | lish bet<br>Meets   | ween<br>Does                   | phrases   | s and           | clause                             |
|  | Totals  | o<br>tudei                | 0.00%<br>nt will b | e able | e to: Dis   | stingu<br>expe           | IISh bet<br>Meets<br>ectations  | Ween<br>Does<br>expe           | phrases<br>not meet<br>ctations                   | s and           | Clause:                            |
| Totals         0         0.00%         0         0.00%         0         0.00%         0         0.00%   | Totals<br>pon completion the st<br>Spring 2019<br>Fall 2018               | 0<br>tuder<br>0<br>0      | 0.00%              | e able | e to: Dis<br>cceeds<br>ccatations<br>0.00%<br>0.00% | stingu<br>expe<br>0      | IISh bet<br>Meets<br>ectations<br>0.00%<br>0.00%                        | Ween<br>Does<br>expe<br>0<br>0 | phrases<br>not meet<br>ctations<br>0.00%          | s and<br>0      | Clause:                            |
|  | Totals<br>pon completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>tuder<br>0<br>0<br>0 | 0.00%              | e able | e to: Dis<br>cceeds<br>cctations<br>0.00%<br>0.00%  | stingu<br>expe<br>0<br>0 | Ush bet       Meets       ectations       0.00%       0.00%       0.00% | Ween<br>Does<br>expe<br>0<br>0 | phrases<br>not meet<br>ctations<br>0.00%<br>0.00% | s and<br>0<br>0 | Clause:<br>Total<br>0.00%<br>0.00% |

|                        |       | N/A     |   | ceeds<br>ctations |   | leets<br>ectations |   | not meet<br>ectations | -     | Total  |                                     |
|------------------------|-------|---------|---|-------------------|---|--------------------|---|-----------------------|-------|--------|-------------------------------------|
| Spring 2019            | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | 1                                   |
| Fall 2018              | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | 1                                   |
| Summer 2018            | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | ]                                   |
| Totals                 | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | ]                                   |
| Jpon completion the s  |       |         |   |                   |   |                    |   |                       |       |        | simple • compound • Complex •       |
| correct subject        | t-ver | b agree | 1 |                   | - | •                  |   | n-antece              | edent | agreen | nent • passive voice • active voice |
|                        |       | N/A     |   | ceeds<br>ctations |   | leets<br>ectations |   | not meet<br>ectations | -     | Total  |                                     |
| Spring 2019            | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | 1                                   |
| Fall 2018              | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | ]                                   |
| Summer 2018            | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | ]                                   |
| Totals                 | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | ]                                   |
| otals for CSLOs        |       |         |   |                   |   |                    |   |                       |       |        |                                     |
|                        |       | N/A     |   | ceeds             |   | leets<br>ectations |   | not meet<br>ectations | -     | Total  | ]                                   |
| Spring 2019            | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | 1                                   |
| Fall 2018              | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | ]                                   |
| Summer 2018            | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | ]                                   |
| Totals                 | 0     | 0.00%   | 0 | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0     | 0.00%  | ]                                   |
|                        |       |         |   |                   |   |                    |   |                       |       |        |                                     |
| 888: Office Procedures | 5     |         |   |                   |   |                    |   |                       |       |        |                                     |
|                        |       |         |   |                   |   |                    |   |                       |       |        |                                     |
|                        |       |         |   |                   |   |                    |   |                       |       |        |                                     |
|                        |       |         |   |                   |   |                    |   |                       |       |        |                                     |

|   |                           | N/A  |  | ceeds<br>ctations   |                                   | leets<br>ectations   |   | not meet<br>ctations  | -  | Total  |
|---|---------------------------|--|--|---|-----------------------------------|--|---|---|--|--|
| Spring 2019   | 0                         | 0.00%  | 0  | 0.00%   | 0                                 | 0.00%  | 0   | 0.00%   | 0  | 0.00%  |
| Fall 2018   | 0                         | 0.00%  | 0  | 0.00%   | 0                                 | 0.00%  | 0   | 0.00%   | 0  | 0.00%  |
| Summer 2018   | 0                         | 0.00%  | 0  | 0.00%   | 0                                 | 0.00%  | 0   | 0.00%   | 0  | 0.00%  |
| Totals  | 0                         | 0.00%  | 0  | 0.00%   | 0                                 | 0.00%  | 0   | 0.00%   | 0  | 0.00%  |
| Upon completion the st<br>relations issues.   |                           | nt will b                                      | Ex   | ceeds   | N                                 | leets  | Does  | not meet  |  | ey apply   |
| Spring 2019   | 0                         | 0.00%  | <b>expe</b><br>0                             | o.00%   | <b>expe</b><br>0                  | o.00%  | <b>expe</b><br>0  | ctations  | 0  | 0.00%  |
| Fall 2018   | 0                         | 0.00%  | 0  | 0.00%   | 0                                 | 0.00%  | 0   | 0.00%   | 0  | 0.00%  |
|   | 0                         | 0.00%  | 0  |   | 0                                 | 0.00%  | 0   | 0.00%   | 0  | 0.00%  |
| -   | 0                         | 0.00%  | 0  |   |                                   |  |   |   |  |  |
| Summer 2018<br>Totals   |                           |  |  |   | o<br>In and                       | o.oo%<br>d arrang  | o<br>je on-   | o.oo%<br>site and   | ہ<br>d off-s                               | 0.00%<br>site mo   |
| Summer 2018<br>Totals   | ٥<br>tudei<br>trans       | o.oo%  | o<br>e able<br>on, he<br>Ex                  | 0.00%<br>e to: Pla<br>otel acc                                      | n and<br>omm                      | 0.00%<br>d arrang<br>odation<br>Meets                                | o<br>je on-<br>is, ren<br>Does                            | 0.00%<br>site and<br>tal cars<br>not meet                               | ٥<br>d off-۹<br>s, mea                     | 0.00%<br>site mo   |
| Summer 2018<br>Totals   | o<br>tudei<br>trans       | 0.00%<br>nt will b<br>sportati                 | o<br>e able<br>on, ho<br>Ex<br>expe          | 0.00%<br>e to: Pla<br>otel acc                                      | o<br>in and<br>comm<br>expe       | 0.00%<br>d arrang<br>odation<br>Meets<br>ectations                   | o<br>ge on-<br>s, ren<br>Does<br>expe                     | 0.00%<br>site and<br>tal cars<br>not meet<br>ctations                   | 0<br>d off-s<br>s, mea                     | 0.00%<br>site mod<br>als, and<br>Total                   |
| Summer 2018<br>Totals<br>Upon completion the st<br>requirements, mode of<br>Spring 2019                             | 0<br>tudei<br>trans       | 0.00%<br>nt will b<br>sportati<br>N/A<br>0.00% | 0<br>e able<br>on, he<br>expe                | 0.00%<br>e to: Pla<br>otel acc<br>ceeds<br>ctations                 | o<br>in and<br>comm<br>expe<br>0  | 0.00%<br>d arrang<br>odation<br>Meets<br>ectations                   | 0<br>Je on-<br>s, ren<br>Does<br>expe<br>0                | 0.00%<br>site and<br>tal cars<br>not meet<br>ctations                   | 0<br>d off-9<br>s, mea<br>0                | 0.00%<br>site mod<br>als, and<br>Total                   |
| Summer 2018<br>Totals<br>Upon completion the st<br>requirements, mode of<br>Spring 2019<br>Fall 2018                | o<br>trans                | 0.00%  | 0<br>e able<br>on, he<br>expe<br>0<br>0      | 0.00%<br>to: Pla<br>otel acc<br>cceeds<br>ctations<br>0.00%         | o<br>omm<br>omm<br>expe<br>0<br>0 | 0.00%  | 0<br>Je on-<br>s, ren<br>Does<br>expe<br>0<br>0           | 0.00%<br>site and<br>tal cars<br>not meet<br>ctations<br>0.00%          | 0<br>d off-s<br>s, mea<br>0<br>0           | 0.00%  |
| Summer 2018<br>Totals<br>Upon completion the st<br>requirements, mode of<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>tudei<br>trans       | 0.00%<br>nt will b<br>sportati<br>N/A<br>0.00% | 0<br>e able<br>on, he<br>expe                | 0.00%<br>e to: Pla<br>otel acc<br>ceeds<br>ctations                 | o<br>in and<br>comm<br>expe<br>0  | 0.00%<br>d arrang<br>odation<br>Meets<br>ectations                   | 0<br>Je on-<br>s, ren<br>Does<br>expe<br>0                | 0.00%<br>site and<br>tal cars<br>not meet<br>ctations                   | 0<br>d off-9<br>s, mea<br>0                | 0.00%<br>site mod<br>als, and<br>Total                   |
| Summer 2018<br>Totals<br>Upon completion the st<br>requirements, mode of<br>Spring 2019<br>Fall 2018                | 0<br>trans<br>0<br>0<br>0 | 0.00% t will b sportati N/A 0.00% 0.00%        | 0<br>e able<br>on, he<br>expe<br>0<br>0<br>0 | 0.00%<br>to: Pla<br>otel acc<br>ceeds<br>ctations<br>0.00%<br>0.00% | 0<br>omm<br>expe<br>0<br>0<br>0   | 0.00%<br>d arrang<br>odation<br>Meets<br>ectations<br>0.00%<br>0.00% | 0<br>Je on-<br>s, ren<br>Does<br>expe<br>0<br>0<br>0<br>0 | 0.00%<br>site and<br>tal cars<br>not meet<br>ctations<br>0.00%<br>0.00% | 0<br>1 off-s<br>5, mea<br>0<br>0<br>0<br>0 | 0.00%<br>site mod<br>als, and<br>Total<br>0.00%<br>0.00% |
| Summer 2018<br>Totals<br>Upon completion the st<br>requirements, mode of<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>trans<br>0<br>0<br>0 | 0.00% t will b sportati N/A 0.00% 0.00%        | 0<br>e able<br>on, he<br>expe<br>0<br>0<br>0 | 0.00%<br>to: Pla<br>otel acc<br>ceeds<br>ctations<br>0.00%<br>0.00% | 0<br>omm<br>expe<br>0<br>0<br>0   | 0.00%<br>d arrang<br>odation<br>Meets<br>ectations<br>0.00%<br>0.00% | 0<br>Je on-<br>s, ren<br>Does<br>expe<br>0<br>0<br>0<br>0 | 0.00%<br>site and<br>tal cars<br>not meet<br>ctations<br>0.00%<br>0.00% | 0<br>1 off-s<br>5, mea<br>0<br>0<br>0<br>0 | 0.00%<br>site mod<br>als, and<br>Total<br>0.00%<br>0.00% |
| Summer 2018<br>Totals<br>Upon completion the st<br>requirements, mode of<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>trans<br>0<br>0<br>0 | 0.00% t will b sportati N/A 0.00% 0.00%        | 0<br>e able<br>on, he<br>expe<br>0<br>0<br>0 | 0.00%<br>to: Pla<br>otel acc<br>ceeds<br>ctations<br>0.00%<br>0.00% | 0<br>omm<br>expe<br>0<br>0<br>0   | 0.00%<br>d arrang<br>odation<br>Meets<br>ectations<br>0.00%<br>0.00% | 0<br>Je on-<br>s, ren<br>Does<br>expe<br>0<br>0<br>0<br>0 | 0.00%<br>site and<br>tal cars<br>not meet<br>ctations<br>0.00%<br>0.00% | 0<br>1 off-s<br>5, mea<br>0<br>0<br>0<br>0 | 0.00%<br>site mod<br>als, and<br>Total<br>0.00%<br>0.00% |

|  |                            | N/A                       |        | ceeds<br>ctations                                |                    | leets<br>ctations                              |                                | not meet<br>ctations            | ٦                     | Fotal   |
|--|----------------------------|---------------------------|--------|--|--------------------|--|--------------------------------|---------------------------------|-----------------------|---|
| Spring 2019  | 0                          | 0.00%                     | 0      | 0.00%  | 0                  | 0.00%  | 0                              | 0.00%                           | 0                     | 0.00%   |
| Fall 2018  | 0                          | 0.00%                     | 0      | 0.00%  | 0                  | 0.00%  | 0                              | 0.00%                           | 0                     | 0.00%   |
| Summer 2018  | 0                          | 0.00%                     | 0      | 0.00%  | 0                  | 0.00%  | 0                              | 0.00%                           | 0                     | 0.00%   |
| Totals   | 0                          | 0.00%                     | 0      | 0.00%  | 0                  | 0.00%  | 0                              | 0.00%                           | 0                     | 0.00%   |
| Jpon completion the s<br>variety of circumstance                           | es.                        |                           |        | e to: Pr   |                    | e and di                                       |                                | ize desi                        |                       | •   |
|  |                            | N/A                       | expe   | ectations  | expe               | ctations                                       | expe                           | ctations                        |                       | Fotal   |
| Spring 2019  |                            | 0.00%                     | 0      | 0.00%  | 0                  | 0.00%  | 0                              | 0.00%                           | 0                     | 0.00%   |
| Fall 2018  | 0                          | 0.00%                     | 0      | 0.00%  | 0                  | 0.00%  | 0                              | 0.00%                           | 0                     | 0.00%   |
| Summer 2018  | 0                          | 0.00%                     | 0      | 0.00%  | 0                  | 0.00%  | 0                              | 0.00%                           | 0                     | 0.00%   |
| Totala   | 0                          | 0.00%                     | 0      | 0.00%  | 0                  | 0.00%  | •                              | 0.00%                           | 0                     | 0.00%   |
| Totals   |                            | 0.00%                     |        | 0.00%  | 0                  | 0.00%  | 0                              | 0.00%                           | 0                     | 0.00%   |
| Totals<br>Jpon completion the s<br>appointment calendars                   | tude                       |                           | e able |  | cogni              |  | mana                           |                                 | t guic                |   |
| Jpon completion the s  | tude                       | nt will b                 | e able | e to: Re   | cogni              | ze time  | mana                           | agemen<br>not meet              | t guic                | delines a   |
| Jpon completion the s<br>appointment calendars                             | tude                       | nt will b                 | e able | e to: Re   | cogni<br>N<br>expe | ze time  | mana<br>Does<br>expe           | agemen<br>not meet<br>ectations | t guio                | delines a   |
| Jpon completion the s<br>appointment calendars<br>Spring 2019              | tude<br>s.<br>o            | nt will b<br>N/A<br>0.00% | e able | e to: Re<br>cceeds<br>ctations                   | Cogni<br>N<br>expe | ze time<br>leets<br>ectations                  | mana<br>Does<br>expe           | not meet<br>ctations            | t guic                | Jelines a   |
| Jpon completion the s<br>appointment calendars<br>Spring 2019<br>Fall 2018 | tude:<br>5.<br>0<br>0<br>0 | N/A<br>0.00%              | e able | e to: Re<br>cceeds<br>ctations<br>0.00%<br>0.00% | Cogni<br>N<br>expe | ze time<br>leets<br>ctations<br>0.00%<br>0.00% | mana<br>Does<br>expe<br>0<br>0 | not meet<br>ctations<br>0.00%   | t guio<br>7<br>0<br>0 | Jelines a           Total           0.00%           0.00% |

|   |                            | N/A  |  | ceeds<br>ctations   |  | leets<br>ctations  |   | not meet<br>ctations   | ٦  | Fotal  |
|---|----------------------------|--|--|---|--|--|---|--|--|--|
| Spring 2019   | 0                          | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0  | 0.00%  |
| Fall 2018   | 0                          | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0  | 0.00%  |
| Summer 2018   | 0                          | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0  | 0.00%  |
| Totals  | 0                          | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0  | 0.00%  |
| s that student will Spring 2019   |                            | N/A<br>0.00%   | Ex   | Securin<br>ceeds<br>ctations  | N  | ployme<br>leets<br>ctations  | Does  | not meet<br>ctations   | 0  | Г <b>оtal</b>  |
| Fall 2019   | 0                          | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0  | 0.00%  |
| Summer 2018   | 0                          | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0  | 0.00%  |
| Summer 2010   | 0                          | 0.0070   | 0  | 0.0070  | U  | 0.0070   | U   | 0.00 /0  | 0  | 0.0070   |
| Totals  | 0                          | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0  | 0.00%  |
| Totals  | tude                       |  | e able   |   | velop  |  | onal p  |  | and  |  |
|   | tude                       | nt will b  | e able   | e to: Dev   | velop  | a perso  | onal p  | ortfolio   | and  | office g   |
| on completion the s   | tude                       | nt will b  | e able<br>Ex<br>expe   | e to: Dev<br>ceeds<br>ctations  | velop<br>N<br>expe   | a perso<br>leets<br>ctations   | Does<br>expe  | ortfolio<br>not meet<br>ctations   | and  | office g   |
| on completion the s   | tude<br>0                  | nt will b<br>N/A   | e able<br>Ex<br>expe   | e to: Dev<br>ceeds<br>ctations  | velop<br>M<br>expe   | a perso<br>leets<br>ctations   | Does<br>expe  | ortfolio<br>not meet<br>ctations   | and o  | office g   |
| n completion the s<br>Spring 2019<br>Fall 2018  | 0<br>0                     | nt will b<br>N/A<br>0.00%<br>0.00%                               | e able<br>Ex<br>expe<br>0  | e to: Dev<br>ceeds<br>ctations<br>0.00%<br>0.00%  | velop<br>M<br>expe<br>0  | a perso<br>leets<br>ctations<br>0.00%  | Does<br>expe  | ortfolio<br>not meet<br>ctations<br>0.00%<br>0.00%   | <b>and</b><br>0  | Office g   |
| pon completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018   | 0<br>0<br>0<br>0           | nt will b<br>N/A<br>0.00%<br>0.00%<br>0.00%                      | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0  | e to: Dev<br>ceeds<br>ctations<br>0.00%<br>0.00%  | velop<br>N<br>expe<br>0<br>0<br>0<br>0<br>0  | a perso<br>leets<br>ctations<br>0.00%<br>0.00%   | Does<br>expe<br>0<br>0<br>0<br>0<br>0   | 0.00%<br>0.00%<br>0.00%  | and 0<br>0<br>0<br>0<br>0  | office g<br>Total 0.00% 0.00% 0.00% 0.00%  |
| on completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals  | 0<br>0<br>0<br>0           | nt will b<br>N/A<br>0.00%<br>0.00%                               | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0  | e to: Dev<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%  | velop<br>N<br>expe<br>0<br>0<br>0<br>0<br>0<br>N   | a perso<br>leets<br>ctations<br>0.00%<br>0.00%<br>0.00%  | Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0  | 0.00%<br>0.00%<br>0.00%<br>0.00%   | and 0<br>0<br>0<br>0<br>0  | office g<br>Total 0.00% 0.00% 0.00%  |
| on completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals<br>als for CSLOs                           | 0<br>0<br>0<br>0           | nt will b<br>N/A<br>0.00%<br>0.00%<br>0.00%                      | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0  | e to: Dev<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%  | velop<br>N<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0                                  | a perso<br>leets<br>ctations<br>0.00%<br>0.00%<br>0.00%  | Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | 0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%  | and 0<br>0<br>0<br>0<br>0  | office g<br>Total 0.00% 0.00% 0.00% 0.00%  |
| n completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals<br>Is for CSLOS<br>Spring 2019<br>Fall 2018 | 0<br>0<br>0<br>0<br>0<br>0 | N/A<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>N/A<br>0.00%<br>0.00% | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>Ex<br>expe<br>0<br>0                 | to: Dev           ceeds           ctations           0.00%           0.00%           0.00%           ceeds           ctations           0.00% | velop<br>N<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>N<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | a perso<br>leets<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>leets<br>ctations<br>0.00%<br>0.00% | Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | ortfolio           not meet           ctations           0.00%           0.00%           0.00%           0.00%           0.00%           0.00% | and<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | Office g<br>Total<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>Total<br>0.00%<br>0.00% |
| DIN COMPLETION THE S<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals<br>AllS for CSLOS<br>Spring 2019          | 0<br>0<br>0<br>0<br>0      | nt will b<br>N/A<br>0.00%<br>0.00%<br>0.00%<br>0.00%             | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | e to: Dev<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%  | velop<br>N<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0                                  | a perso<br>leets<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%                               | Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | not meet<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%   | and 0<br>0<br>0<br>0<br>0  | Office g<br>Total 0.00% 0.00% 0.00% 0.00% 0.00% Total 0.00%                      |

## BSADB40: Personal Finance

1.- Upon successful completion of this course, the student will be able to demonstrate their mastery of terms and concepts related to personal financial plannin

|             | l | N/A   |    | ceeds<br>ctations |    | leets<br>ctations |   | not meet<br>ctations | Т   | otal    |
|-------------|---|-------|----|-------------------|----|-------------------|---|----------------------|-----|---------|
| Spring 2019 | 7 | 7.00% | 47 | 47.00%            | 37 | 37.00%            | 9 | 9.00%                | 100 | 100.00% |
| Fall 2018   | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%             | 0 | 0.00%                | 0   | 0.00%   |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%             | 0 | 0.00%                | 0   | 0.00%   |
| Totals      | 7 | 7.00% | 47 | 47.00%            | 37 | 37.00%            | 9 | 9.00%                | 100 | 100.00% |

2.- Upon successful completion of this course, the student will be able to critically evaluate alternative personal finance options that match the phase of their life cyc

|             |   | N/A   |    | ceeds<br>ctations |    | leets<br>ctations |   | not meet<br>ctations | Т  | otal    |
|-------------|---|-------|----|-------------------|----|-------------------|---|----------------------|----|---------|
| Spring 2019 | 0 | 0.00% | 25 | 46.30%            | 25 | 46.30%            | 4 | 7.41%                | 54 | 100.00% |
| Fall 2018   | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Totals      | 0 | 0.00% | 25 | 46.30%            | 25 | 46.30%            | 4 | 7.41%                | 54 | 100.00% |

### **Totals for CSLOs**

|             | l | N/A   |    | ceeds<br>ctations |    | eets<br>ctations |    | not meet<br>ctations | Т   | otal    |
|-------------|---|-------|----|-------------------|----|------------------|----|----------------------|-----|---------|
| Spring 2019 | 7 | 4.55% | 72 | 46.75%            | 62 | 40.26%           | 13 | 8.44%                | 154 | 100.00% |
| Fall 2018   | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%            | 0  | 0.00%                | 0   | 0.00%   |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%            | 0  | 0.00%                | 0   | 0.00%   |
| Totals      | 7 | 4.55% | 72 | 46.75%            | 62 | 40.26%           | 13 | 8.44%                | 154 | 100.00% |

## BSADB48WE: Occupational Work Experience Education/Internship

|  |                | N/A                         |                                    | ceeds                              |                     | leets                        |              | not meet              |    | Total                 |    |
|--|----------------|-----------------------------|------------------------------------|------------------------------------|---------------------|------------------------------|--------------|-----------------------|----|-----------------------|----|
| Spring 2019  | 0              | 0.00%                       | 0 expe                             | ctations<br>0.00%                  | 0 expe              | ctations<br>0.00%            | 0 expe       | o.00%                 | 0  | 0.00%                 |    |
| Fall 2018  | 0              | 0.00%                       | 9                                  | 90.00%                             | 0                   | 0.00%                        | 1            | 10.00%                | 10 | 100.00%               |    |
| Summer 2018  | 0              | 0.00%                       | 0                                  | 0.00%                              | 0                   | 0.00%                        | 0            | 0.00%                 | 0  | 0.00%                 |    |
| Totals   | 0              | 0.00%                       | 9                                  | 90.00%                             | 0                   | 0.00%                        | 1            | 10.00%                | 10 | 100.00%               |    |
| Spring 2019  | 0              | 0.00%                       | <b>expe</b><br>0                   | 0.00%                              | 0 expe              | 0.00%                        | 0            | 0.00%                 | 0  | 0.00%                 |    |
| ability to effectively me  | et er          | nployer                     | 's job                             | expect                             | ation               | s.                           |              |                       |    |                       |    |
|  |                | N/A                         |                                    | ceeds<br>ctations                  |                     | leets<br>ctations            |              | not meet<br>ctations  | •  | Total                 |    |
| Spring 2019  | 0              | 0.00%                       | -                                  | 0.00%                              | -                   | 0.00%                        | -            | 0.00%                 | 0  | 0.00%                 |    |
| Fall 2018  | 0              | 0.00%                       | 9                                  | 90.00%                             | 0                   | 0.00%                        | 1            | 10.00%                | 10 | 100.00%               |    |
|  | 0              | 0.00%                       | 0                                  | 0.00%                              | 0                   | 0.00%                        | 0            | 0.00%                 | 0  | 0.00%                 |    |
| Summer 2018  |                |                             |                                    |                                    | 0                   | 0.00%                        | 1            | 10.00%                | 10 | 100.00%               |    |
| Totals   | 0              | 0.00%                       | 9                                  | 90.00%                             |                     |                              |              |                       |    |                       |    |
| -  | e app<br>ess A | lication                    | of ac<br>tration                   | quired                             | skills              |                              | Does         | and att               |    | s to care             | er |
| Totals   | e app<br>ess A | olication<br>Administ       | of ac<br>tration                   | cquired<br>n.                      | skills              | , knowl                      | Does         | not meet              |    |                       | er |
| Totals<br>Identify and analyze the<br>opportunities in Busine                | e app<br>ess A | Dication<br>Administ        | of action                          | cquired<br>n.<br>ceeds<br>ctations | SkillS<br>N<br>expe | , knowl<br>leets<br>ctations | Does<br>expe | not meet<br>ctations  |    | Total                 | er |
| Totals<br>Identify and analyze the<br>opportunities in Busine<br>Spring 2019 | e app<br>ess A | Dication<br>Administ<br>N/A | of action<br>tration<br>Ex<br>expe | cquired<br>n.<br>ceeds<br>ctations | Skills<br>N<br>expe | leets<br>ctations            | Does<br>expe | not meet<br>ectations | 0  | <b>Total</b><br>0.00% | er |

|   |                           | N/A                              |   | ceeds<br>ctations   |                                 | leets<br>ctations  |   | not meet<br>ectations            | 1                     | Total  |
|---|---------------------------|----------------------------------|---|---|---------------------------------|--|---|----------------------------------|-----------------------|--|
| Spring 2019   | 0                         | 0.00%                            | 0   | 0.00%   | 0                               | 0.00%  | 0   | 0.00%                            | 0                     | 0.00%  |
| Fall 2018   | 0                         | 0.00%                            | 27  | 90.00%  | 0                               | 0.00%  | 3   | 10.00%                           | 30                    | 100.00%  |
| Summer 2018   | 0                         | 0.00%                            | 0   | 0.00%   | 0                               | 0.00%  | 0   | 0.00%                            | 0                     | 0.00%  |
| Totals  | 0                         | 0.00%                            | 27  | 90.00%  | 0                               | 0.00%  | 3   | 10.00%                           | 30                    | 100.00%  |
|   |                           | N/A                              |   | ceeds<br>ctations   |                                 | leets  |   | not meet                         | ٦                     | 「otal  |
|   |                           |                                  | expe  | clations  | CAPC                            |  |   |                                  |                       |  |
| Spring 2019   |                           | 0.00%                            | 0   | 0.00%   | 0                               | 0.00%  | 0   | 0.00%                            | 0                     | 0.00%  |
| Spring 2019<br>Fall 2018  | 0                         | 1                                | •   |   | •                               | 1  | -   | 1                                | 0                     | 0.00%  |
| 1 0   | 0                         | 0.00%                            | 0   | 0.00%   | 0                               | 0.00%  | 0   | 0.00%                            | -                     |  |
| Fall 2018   | 0                         | 0.00%                            | 0   | 0.00%   | 0                               | 0.00%  | 0   | 0.00%                            | 0                     | 0.00%  |
| Fall 2018<br>Summer 2018<br>Totals                                      | 0<br>0<br>0<br>0<br>tuder | 0.00%<br>0.00%<br>0.00%<br>0.00% | 0<br>0<br>0<br>0<br>e able                    | 0.00%<br>0.00%<br>0.00%<br>0.00%  | 0<br>0<br>0<br>0<br>scribe      | 0.00%<br>0.00%<br>0.00%<br>0.00%   | 0<br>0<br>0<br>0<br>0   | 0.00%<br>0.00%<br>0.00%<br>0.00% | 0<br>0<br>0<br>al tec | 0.00%<br>0.00%<br><b>0.00%</b>                       |
| Fall 2018<br>Summer 2018<br>Totals                                      | 0<br>0<br>0<br>0          | 0.00%<br>0.00%<br>0.00%<br>0.00% | 0<br>0<br>0<br>0<br>e able                    | 0.00%<br>0.00%<br>0.00%<br>0.00%<br>e to: De:<br>ceeds                      | 0<br>0<br>0<br>0<br>scribe      | 0.00%<br>0.00%<br>0.00%<br>0.00%<br>e Severa                               | 0<br>0<br>0<br>0<br>0   | 0.00%<br>0.00%<br>0.00%<br>0.00% | 0<br>0<br>0<br>al tec | 0.00%<br>0.00%<br>0.00%                              |
| Fall 2018<br>Summer 2018<br>Totals                                      | 0<br>0<br>0<br>0<br>tuder | 0.00%<br>0.00%<br>0.00%<br>0.00% | 0<br>0<br>0<br>0<br>e able<br>Ex<br>expe      | 0.00%<br>0.00%<br>0.00%<br>0.00%<br>e to: De:<br>ceeds<br>ctations          | 0<br>0<br>0<br>0<br>scribe      | 0.00%<br>0.00%<br>0.00%<br>0.00%<br>e Severa<br>leets<br>ctations          | 0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | 0.00%<br>0.00%<br>0.00%<br>0.00% | 0<br>0<br>0<br>al tec | 0.00%<br>0.00%<br>0.00%<br>hniques                   |
| Fall 2018<br>Summer 2018<br>Totals<br>n completion the s<br>Spring 2019 | 0<br>0<br>0<br>tuder      | 0.00%<br>0.00%<br>0.00%<br>0.00% | 0<br>0<br>0<br>0<br>e able<br>Ex<br>expe<br>0 | 0.00%<br>0.00%<br>0.00%<br>0.00%<br>e to: De:<br>ceeds<br>ctations<br>0.00% | 0<br>0<br>0<br>0<br>0<br>scribe | 0.00%<br>0.00%<br>0.00%<br>0.00%<br>e Severa<br>leets<br>ctations<br>0.00% | 0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0                     | 0.00%<br>0.00%<br>0.00%<br>0.00% | 0<br>0<br>0<br>al tec | 0.00%<br>0.00%<br>0.00%<br>hniques<br>fotal<br>0.00% |

|   |                | N/A                                  |                           | ceeds<br>ctations                                |             | leets<br>ectations                   |                        | not meet<br>ctations          | ٦          | Fotal          |  |
|---|----------------|--------------------------------------|---------------------------|--|-------------|--------------------------------------|------------------------|-------------------------------|------------|----------------|--|
| Spring 2019   | 0              | 0.00%                                | 0                         | 0.00%  | 0           | 0.00%                                | 0                      | 0.00%                         | 0          | 0.00%          |  |
| Fall 2018   | 0              | 0.00%                                | 0                         | 0.00%  | 0           | 0.00%                                | 0                      | 0.00%                         | 0          | 0.00%          |  |
| Summer 2018   | 0              | 0.00%                                | 0                         | 0.00%  | 0           | 0.00%                                | 0                      | 0.00%                         | 0          | 0.00%          |  |
| Totals  | 0              | 0.00%                                | 0                         | 0.00%  | 0           | 0.00%                                | 0                      | 0.00%                         | 0          | 0.00%          |  |
| Upon completion the solution affect them.                               | tuder          | nt will b                            |                           | e to: Re   |             | ize one's                            |                        | e values                      | and        | evaluat        | e how positive self-esteem, postive attitudes, and |
|   |                | N/A                                  |                           | ectations  |             | ectations                            |                        | ectations                     | ٦          | Fotal          |  |
| Spring 2019   | 0              | 0.00%                                | 0                         | 0.00%  | 0           | 0.00%                                | 0                      | 0.00%                         | 0          | 0.00%          |  |
| Fall 2018   | 0              | 0.00%                                | 0                         | 0.00%  | 0           | 0.00%                                | 0                      | 0.00%                         | 0          | 0.00%          |  |
| Summer 2018   | 0              | 0.00%                                | 0                         | 0.00%  | 0           | 0.00%                                | 0                      | 0.00%                         | 0          | 0.00%          |  |
|   |                |                                      |                           |  |             |                                      |                        |                               |            |                |  |
|   |                |                                      | o<br>e able               | 0.00%<br>e to: Eva                               | o<br>aluate | e custon                             | oner so                | ervice a                      | o<br>nd re | comme          | ndations for improvement at local retail stores to |
| l   | tuder<br>ner s | nt will b                            | e able                    |  | aluate      |                                      | ner so                 |                               | nd re      |                | ndations for improvement at local retail stores to |
| Upon completion the s   | tuder<br>ner s | nt will b<br>ervice.                 | e able                    | e to: Eva  | aluate      | e custon                             | ner so                 | ervice a                      | nd re      | comme          | ndations for improvement at local retail stores to |
| Upon completion the spassion for good cutor<br>Spring 2019<br>Fall 2018 | tuder<br>ner s | nt will b<br>ervice.<br>N/A          | e able<br>Ex<br>expe      | e to: Eva  | aluate      | e Custon                             | ner so<br>Does<br>expe | ervice a                      | nd re      | comme          | ndations for improvement at local retail stores to |
| Upon completion the spassion for good cutor<br>Spring 2019              | tuder<br>ner s | nt will beervice.                    | e able<br>Ex<br>expe      | e to: Eva  | aluate      | Custon<br>Aeets<br>ectations         | Does<br>expe           | not meet<br>ctations          | nd re      | Comme          | ndations for improvement at local retail stores to |
| Upon completion the spassion for good cutor<br>Spring 2019<br>Fall 2018 | tuder<br>ner s | nt will b<br>ervice.<br>N/A<br>0.00% | e able<br>Ex<br>expe<br>0 | to: Eva<br>cceeds<br>cctations<br>0.00%<br>0.00% | aluate      | Custon<br>Acets<br>ctations<br>0.00% | Does<br>expe<br>0<br>0 | not meet<br>ctations<br>0.00% | nd re      | Comme<br>Fotal | ndations for improvement at local retail stores to |

|                                |           | N/A          |            | ceeds<br>ctations |   | leets<br>ectations |   | not meet<br>ectations |   | Total          |
|--------------------------------|-----------|--------------|------------|-------------------|---|--------------------|---|-----------------------|---|----------------|
| Spring 2019                    | 0         | 0.00%        | 0          | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0 | 0.00%          |
| Fall 2018                      | 0         | 0.00%        | 0          | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0 | 0.00%          |
| Summer 2018                    | 0         | 0.00%        | 0          | 0.00%             | 0 | 0.00%              | 0 | 0.00%                 | 0 | 0.00%          |
| Totolo                         | •         | 0.00%        | 0          | 0.000/            | • | 0.00%              | • | 0.00%                 | • | 0.00%          |
| Totals                         | U         | 0.00%        | U          | 0.00%             | U | 0.00%              | U | 0.00%                 | U | 0.00%          |
| otals for CSLOs                |           | N/A          | Ex         | cceeds            |   | Meets<br>ectations |   | not meet<br>ectations |   | Total          |
|                                | 0         |              | Ex         | ceeds             |   | Neets              |   | not meet              | 0 |                |
| otals for CSLOs                | 0         | N/A          | Ex         | ceeds             |   | Aeets<br>ectations |   | not meet<br>ectations |   | rotal          |
| otals for CSLOs<br>Spring 2019 | 0 0 0 0 0 | N/A<br>0.00% | Ex<br>expe | ceeds<br>ctations |   | Aeets<br>ectations |   | not meet<br>ectations | 0 | Гоtal<br>0.00% |

# **BSADB51: Business Mathematics**

Upon completion the student will be able to: Solve trade discount problems using net cost equivalent factors and interpret cash discount terms of various types.

|             |   | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|-------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |

Upon completion the student will be able to: Create payroll records involving incentive piecework schedules and FICA, SDI and withholding taxes.

|             |   | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|-------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |

Upon completion the student will be able to: Solve for unknown cost, markup, or sales price from partial data, convert markup on sales to markup on cost and distinguish between the two.

|             | l | N/A   |   | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |

Upon completion the student will be able to: Illustrate an inventory valuation using LIFO, FIFO, average and specific identification methods.

|             | l | N/A   |   | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |

|   |   | N/A  |  | ceeds<br>ctations   |  | leets<br>ctations  |                                      | not meet<br>ctations                                      | -               | Total                              |
|---|---|--|--|---|--|--|--------------------------------------|---|-----------------|------------------------------------|
| Spring 2019   | 0                                       | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0                                    | 0.00%   | 0               | 0.00%                              |
| Fall 2018   | 0                                       | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0                                    | 0.00%   | 0               | 0.00%                              |
| Summer 2018   | 0                                       | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0                                    | 0.00%   | 0               | 0.00%                              |
| Totals  | 0                                       | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0                                    | 0.00%   | 0               | 0.00%                              |
|   |   | N/A  |  | ceeds   |  | leets<br>ctations  |                                      | not meet<br>ctations                                      | -               | Total                              |
|   |   | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0                                    | 0.00%   | 0               | 0.00%                              |
| Spring 2019   | 0                                       | 0.00%  | -  | 0.0070  | -  |  |                                      |   |                 |                                    |
| Fall 2018   | 0                                       | 0.00%  | 0  | 0.00%   | 0  | 0.00%  | 0                                    | 0.00%   | 0               | 0.00%                              |
| Fall 2018<br>Summer 2018<br>Totals<br>on completion the s                             | 0<br>0<br>0<br>tude                     | 0.00%<br>0.00%<br>0.00%  | 0<br>0<br>0<br>e able                                    | 0.00%<br>0.00%<br>0.00%   | 0<br>0<br>0<br>e corr                    | 0.00%<br>0.00%   | 0<br>0                               | 0.00%<br>0.00%  | 0<br>0          | 0.00%                              |
| Fall 2018<br>Summer 2018  | o<br>o<br>tude                          | 0.00%<br>0.00%<br>0.00%<br>nt will b<br>a sinkin                 | 0<br>0<br>e able<br>g fund                               | 0.00%<br>0.00%<br>0.00%<br>e to: Use<br>d to reti                       | 0<br>0<br>e corr<br>re del               | 0.00%<br>0.00%<br>rectly th<br>bt.                               | o<br>o<br>ne pro                     | 0.00%<br>0.00%<br>cedure                                  | o<br>o<br>for d | 0.00%<br>0.00%<br>etermin          |
| Fall 2018<br>Summer 2018<br>Totals  | o<br>o<br>tude                          | 0.00%<br>0.00%<br>0.00%  | 0<br>0<br>e able<br>g fune                               | 0.00%<br>0.00%<br>0.00%   | 0<br>0<br>e corr<br>re del               | 0.00%<br>0.00%   | 0<br>0<br>ne pro                     | 0.00%<br>0.00%  | o<br>o<br>for d | 0.00%                              |
| Fall 2018<br>Summer 2018<br>Totals  | o<br>o<br>tude                          | 0.00%<br>0.00%<br>0.00%<br>nt will b<br>a sinkin                 | 0<br>0<br>e able<br>g fune                               | 0.00%<br>0.00%<br>0.00%<br>e to: Use<br>d to reti                       | 0<br>0<br>e corr<br>re del               | 0.00%<br>0.00%<br>rectly th<br>bt.                               | 0<br>0<br>ne pro                     | 0.00%<br>0.00%<br>Cedure<br>not meet                      | o<br>o<br>for d | 0.00%<br>0.00%<br>etermin          |
| Fall 2018<br>Summer 2018<br>Totals<br>Spropriate payments<br>Spring 2019<br>Fall 2018 | 0<br>0<br>0<br>tude<br>into a<br>0<br>0 | 0.00%<br>0.00%<br>0.00%<br>nt will b<br>a sinking                | 0<br>0<br>0<br>e able<br>g fund<br>Ex<br>expe<br>0<br>35 | 0.00%<br>0.00%<br>0.00%<br>e to: Use<br>d to reti<br>ceeds<br>cctations | 0<br>0<br>0<br>e corr<br>re de<br>0<br>3 | 0.00%<br>0.00%<br>rectly th<br>bt.<br>leets<br>ctations          | 0<br>0<br>0<br>0<br>0<br>0<br>0<br>3 | 0.00%<br>0.00%<br>Cedure<br>not meet<br>ctations          | o<br>o<br>for d | 0.00%<br>0.00%<br>etermin          |
| Fall 2018<br>Summer 2018<br>Totals<br>Spropriate payments<br>Spring 2019              | 0<br>0<br>0<br>tude<br>into a<br>0<br>0 | 0.00%<br>0.00%<br>0.00%<br>nt will b<br>a sinkin<br>N/A<br>0.00% | 0<br>0<br>e able<br>g fund<br>Ex<br>expe<br>0            | 0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%                               | 0<br>0<br>0<br>e corr<br>re del<br>0     | 0.00%<br>0.00%<br>rectly th<br>bt.<br>leets<br>ctations<br>0.00% | 0<br>0<br>e pro                      | 0.00%<br>0.00%<br>Cedure<br>not meet<br>ctations<br>0.00% | 0<br>0<br>for d | 0.00%<br>0.00%<br>etermin<br>Total |

| Upon completion the student will be able to: Analyze annual interest (annual percentage rate) for an installment loan in accordance with federal |  |
|--|--|
| Truth-in-Lending Act. Determine a partial loan payoff amount using the Rule of '78. Amortize a long-term loan by periodic payments.              |  |

|             | ļ | N/A   |    | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т  | otal    |
|-------------|---|-------|----|-------------------|---|-------------------|---|----------------------|----|---------|
| Spring 2019 | 0 | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Fall 2018   | 0 | 0.00% | 35 | 85.37%            | 3 | 7.32%             | 3 | 7.32%                | 41 | 100.00% |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Totals      | 0 | 0.00% | 35 | 85.37%            | 3 | 7.32%             | 3 | 7.32%                | 41 | 100.00% |

Upon completion the student will be able to: Construct and manipulate cost, salvage value and useful life of a plant asset to determine depreciation by straight line, declining balance, sum of year's digits, units of product and accelerated cost recovery methods.

|             |   | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|-------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |

## **Totals for CSLOs**

|             | l | N/A   |    | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т  | otal    |
|-------------|---|-------|----|-------------------|---|-------------------|---|----------------------|----|---------|
| Spring 2019 | 0 | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Fall 2018   | 0 | 0.00% | 70 | 85.37%            | 6 | 7.32%             | 6 | 7.32%                | 82 | 100.00% |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Totals      | 0 | 0.00% | 70 | 85.37%            | 6 | 7.32%             | 6 | 7.32%                | 82 | 100.00% |

### **BSADB53A: Introduction to Accounting 1**

|                          |      | N/A                   |                 | ceeds<br>ectations  |           | leets<br>ctations  |                        | not meet<br>ctations                   |       | Total                                 |   |
|--------------------------|------|-----------------------|-----------------|---|-----------|--|------------------------|--|-------|---------------------------------------|---|
| Spring 2019              | 0    | 0.00%                 | 0               | 0.00%   | 0         | 0.00%  | 0                      | 0.00%                                  | 0     | 0.00%                                 | ]   |
| Fall 2018                | 0    | 0.00%                 | 0               | 0.00%   | 0         | 0.00%  | 0                      | 0.00%                                  | 0     | 0.00%                                 |   |
| Summer 2018              | 0    | 0.00%                 | 0               | 0.00%   | 0         | 0.00%  | 0                      | 0.00%                                  | 0     | 0.00%                                 |   |
| Totals                   | 0    | 0.00%                 | 0               | 0.00%   | 0         | 0.00%  | 0                      | 0.00%                                  | 0     | 0.00%                                 |   |
| Ipon completion the s    |      | nt will b             | Ex              | e to: des   | N         | e basic a  | Does                   | not meet                               | -     | v and pra                             | actice as it relates to a service or retail type operat |
| Spring 2019              | 0    | 0.00%                 | 0               | 0.00%   | 0         | 0.00%  | 0                      | 0.00%                                  | 0     | 0.00%                                 |   |
| Fall 2018                | 0    | 0.00%                 | 0               | 0.00%   | 0         | 0.00%  | 0                      | 0.00%                                  | 0     | 0.00%                                 |   |
| Summer 2018              | 0    | 0.00%                 | 0               | 0.00%   | 0         | 0.00%  | 0                      | 0.00%                                  | 0     | 0.00%                                 |   |
| Totals                   | 0    | 0.00%                 | 0               | 0.00%   | 0         | 0.00%  | 0                      | 0.00%                                  | 0     | 0.00%                                 |   |
| Ipon completion the st   | tude | nt will b             | e able          | e to: per   | form      | routine  | bool                   | keepin                                 | g dut | ies;                                  |   |
| Ipon completion the s    |      | nt will b<br>N/A      | Ex              | e to: per   | N         | routine<br>leets<br>ctations                             | Does                   | <b>keepin</b><br>not meet              |       | ies;<br><sup>Total</sup>              | ]   |
| pon completion the st    |      |                       | Ex              | ceeds   | N         | leets  | Does                   | not meet                               |       |                                       |   |
|                          |      | N/A                   | Ex<br>expe      | ceeds<br>ectations  | N<br>expe | leets<br>ectations                                       | Does<br>expe           | not meet<br>ctations                   |       | Total                                 |   |
| Spring 2019              | 0    | N/A<br>0.00%          | Ex<br>expe<br>0 | cceeds<br>ectations   | 0         | leets<br>ctations  | Does<br>expe           | not meet<br>ctations                   | 0     | <b>Total</b>                          |   |
| Spring 2019<br>Fall 2018 | 0    | N/A<br>0.00%<br>0.00% | Ex<br>expe<br>0 | acceeds           actations           0.00%           0.00% | 0<br>0    | leets           ctations           0.00%           0.00% | Does<br>expe<br>0<br>0 | not meet<br>ctations<br>0.00%<br>0.00% | 0     | Total           0.00%           0.00% |   |

|                                    |                          | N/A   |                                     | ceeds<br>ctations   |                                  | leets<br>ctations  |                                      | not meet<br>ctations                                       | 1              | Fotal                               |
|------------------------------------|--------------------------|---|-------------------------------------|---|----------------------------------|--|--------------------------------------|--|----------------|-------------------------------------|
| Spring 2019                        | 0                        | 0.00%                                       | 0                                   | 0.00%   | 0                                | 0.00%  | 0                                    | 0.00%  | 0              | 0.00%                               |
| Fall 2018                          | 0                        | 0.00%                                       | 0                                   | 0.00%   | 0                                | 0.00%  | 0                                    | 0.00%  | 0              | 0.00%                               |
| Summer 2018                        | 0                        | 0.00%                                       | 0                                   | 0.00%   | 0                                | 0.00%  | 0                                    | 0.00%  | 0              | 0.00%                               |
| Totals                             | 0                        | 0.00%                                       | 0                                   | 0.00%   | 0                                | 0.00%  | 0                                    | 0.00%  | 0              | 0.00%                               |
| oon completion the s               |                          | nt will b                                   | Ex                                  | ceeds   | N                                | leets  | Does                                 | not meet   |                | ing cycl                            |
|                                    |                          | 1   | -                                   | ctations  | -                                | ctations   |                                      | ctations   |                | 1                                   |
| Spring 2019                        | 0                        | 0.00%                                       | 0                                   | 0.00%   | 0                                | 0.00%  | 0                                    | 0.00%  | 0              | 0.00%                               |
|                                    |                          |   |                                     |   |                                  |  | 0                                    | 0.00%  | 0              | 0.00%                               |
| Fall 2018                          |                          | 0.00%                                       | 0                                   | 0.00%   | 0                                | 0.00%  | -                                    |  | -              |                                     |
|                                    | 0                        | 0.00%<br>0.00%<br>0.00%                     | 0<br>0<br>0                         | 0.00%<br>0.00%<br>0.00%                                   | 0<br>0<br>0                      | 0.00%  | 0<br>0<br>0                          | 0.00%  | 0<br>0<br>0    | 0.00%                               |
| Fall 2018<br>Summer 2018           | 0                        | 0.00%                                       | 0                                   | 0.00%   | 0                                | 0.00%  | 0                                    | 0.00%  | 0              | 0.00%                               |
| Fall 2018<br>Summer 2018<br>Totals | 0<br>0                   | 0.00%                                       | 0                                   | 0.00%   | 0                                | 0.00%  | 0                                    | 0.00%  | 0              | 0.00%                               |
| Fall 2018<br>Summer 2018           | o<br>o<br>tude           | 0.00%                                       | 0<br>0<br>e able<br>Ex              | 0.00%   | 0<br>0<br>CUSS                   | 0.00%  | 0<br>0<br>CS Of<br>Does              | 0.00%  | 0<br>0<br>coun | 0.00%                               |
| Fall 2018<br>Summer 2018<br>Totals | o<br>o<br>tude           | 0.00%<br>0.00%                              | 0<br>0<br>e able<br>Ex              | 0.00%<br>0.00%<br>e to: dis<br>ceeds                      | 0<br>0<br>CUSS                   | 0.00%<br>0.00%<br>Specific                               | 0<br>0<br>CS Of<br>Does              | 0.00%<br>0.00%<br>bank ac<br>not meet                      | 0<br>0<br>coun | 0.00%<br>0.00%                      |
| Fall 2018<br>Summer 2018<br>Totals | 0<br>0<br>tude           | 0.00%<br>0.00%<br>nt will b<br>N/A          | 0<br>0<br>e able<br>Ex<br>expe      | 0.00%<br>0.00%<br>e to: dis<br>ceeds<br>ctations          | 0<br>0<br>CUSS<br>M<br>expe      | 0.00%<br>0.00%<br>specific<br>leets<br>ctations          | 0<br>0<br>CS Of<br>Does<br>expe      | 0.00%<br>0.00%<br>bank ac<br>not meet<br>ctations          | o<br>o<br>coun | 0.00%<br>0.00%<br>ts and c          |
| Fall 2018<br>Summer 2018<br>Totals | 0<br>0<br>tude<br>0<br>0 | 0.00%<br>0.00%<br>nt will b<br>N/A<br>0.00% | 0<br>0<br>e able<br>Ex<br>expe<br>0 | 0.00%<br>0.00%<br>e to: dis<br>ceeds<br>ctations<br>0.00% | 0<br>0<br>CUSS<br>N<br>expe<br>0 | 0.00%<br>0.00%<br>Specific<br>leets<br>ctations<br>0.00% | 0<br>0<br>CS Of<br>Does<br>expe<br>0 | 0.00%<br>0.00%<br>bank ac<br>not meet<br>ctations<br>0.00% | 0<br>0<br>coun | 0.00%<br>0.00%<br>ts and c<br>Fotal |

|  |                                       | N/A   |   | ceeds   |  | leets   |   | not meet   | -                  | Fotal  |
|--|---------------------------------------|---|---|---|--|---|---|--|--------------------|--|
|  |                                       | 1   |   | ctations  | •  | ctations  |   | ctations   |                    | 1  |
| Spring 2019  | 0                                     | 0.00%   | 0   | 0.00%   | 0  | 0.00%   | 0   | 0.00%  | 0                  | 0.00%  |
| Fall 2018  | 0                                     | 0.00%   | 0   | 0.00%   | 0  | 0.00%   | 0   | 0.00%  | 0                  | 0.00%  |
| Summer 2018  | 0                                     | 0.00%   | 0   | 0.00%   | 0  | 0.00%   | 0   | 0.00%  | 0                  | 0.00%  |
| Totals   | 0                                     | 0.00%   | 0   | 0.00%   | 0  | 0.00%   | 0   | 0.00%  | 0                  | 0.00%  |
| completion the s   | tudei                                 | nt will be  | e able  | e to: pre   | pare.  | relate.   | and a   | nalvze   | finan              | cial stat  |
|  |                                       | N/A   | Ex  | ceeds<br>ctations   | N  | leets<br>ctations   | Does  | not meet<br>ctations   |                    | Fotal  |
| Spring 2019  | 0                                     | 0.00%   | 0   | 0.00%   | 0  | 0.00%   | 0   | 0.00%  | 0                  | 0.00%  |
| Fall 2018  | 1                                     | 1.49%   | 33  | 49.25%  | 26   | 38.81%  | 7   | 10.45%   | 67                 | 100.00%  |
| Summer 2018  | 0                                     | 0.00%   | 0   | 0.00%   | 0  | 0.00%   | 0   | 0.00%  | 0                  | 0.00%  |
| Summer 2016  | •                                     |   |   |   |  |   |   |  |                    |  |
| Totals   | 1                                     | 1.49%   | 33<br>e able  | 49.25%  | 26<br>ine pa   | 38.81%<br>ayroll a  | 7<br>CCOUR  | 10.45%   | 67<br>d dis        | 100.00%<br>tinguisł  |
|  | 1<br>tudei                            |   | e able  |   | ine pa   |   | CCOUI   |  | d dis              |  |
| Totals   | 1<br>tudei                            | nt will be  | e able  | e to: def   | ine pa   | ayroll a  | CCOUI   | nting an   | d dis              | tinguisł   |
| Totals   | 1<br>tudei                            | nt will be  | e able<br>Ex<br>expe  | e to: def<br>ceeds<br>ctations  | ine pa<br>N<br>expe  | ayroll a<br>leets<br>ctations   | CCOUI<br>Does<br>expe   | nting an   | d dis              | tinguish<br><sup>Fotal</sup>                                       |
| Totals<br><b>completion the s</b><br>Spring 2019   | 1<br>tuder                            | nt will be<br>N/A<br>0.00%                              | e able<br>Ex<br>expe  | e to: def<br>ceeds<br>ctations  | ine pa<br>v<br>expe  | ayroll a<br>leets<br>ctations   | CCOUR<br>Does<br>expe   | not meet<br>ctations   | d dis              | tinguish   |
| Totals<br>ompletion the s<br>Spring 2019<br>Fall 2018  | 1<br>tuder<br>0<br>10                 | N/A<br>0.00%<br>14.93%                                  | e able<br>Ex<br>expe<br>0<br>27   | e to: def<br>ceeds<br>ctations<br>0.00%<br>40.30%   | ine pa<br>w<br>expe<br>0<br>24   | eets<br>ctations<br>0.00%<br>35.82%   | CCOUI<br>Does<br>expe<br>0<br>6   | not meet<br>ctations<br>0.00%<br>8.96%   | 0<br>67            | tinguish   |
| Totals<br>completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals              | 1<br>tuder<br>0<br>10<br>0            | N/A<br>0.00%<br>14.93%<br>0.00%                         | e able<br>Ex<br>expe<br>0<br>27<br>0  | e to: def<br>ceeds<br>ctations<br>0.00%<br>40.30%<br>0.00%                                | ine particular de la construcción de la construcció | ayroll a<br>ctations<br>0.00%<br>35.82%<br>0.00%  | Does<br>expe<br>0<br>6<br>0   | not meet<br>ctations<br>0.00%<br>8.96%<br>0.00%                                  | d dis              | tinguish   |
| Totals<br><b>completion the s</b><br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals       | 1<br>tude:<br>0<br>10<br>0<br>10      | N/A<br>0.00%<br>14.93%<br>0.00%                         | e able<br>Ex<br>expe<br>0<br>27<br>0<br>27<br>27                                    | e to: def<br>ceeds<br>ctations<br>0.00%<br>40.30%<br>0.00%                                | ine pa<br>M<br>expe<br>0<br>24<br>0<br>24<br>N   | ayroll a<br>ctations<br>0.00%<br>35.82%<br>0.00%  | Does<br>expe<br>0<br>6<br>0<br>6<br>0<br>6                                    | not meet<br>ctations<br>0.00%<br>8.96%<br>0.00%                                  | 0<br>67<br>0<br>67 | tinguish   |
| Totals<br><b>completion the s</b><br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals       | 1<br>tude:<br>0<br>10<br>0<br>10      | nt will be<br>N/A<br>0.00%<br>14.93%<br>0.00%<br>14.93% | e able<br>Ex<br>expe<br>0<br>27<br>0<br>27<br>27                                    | e to: def<br>ceeds<br>ctations<br>0.00%<br>40.30%<br>0.00%<br>40.30%                      | ine pa<br>M<br>expe<br>0<br>24<br>0<br>24<br>N   | eets<br>ctations<br>0.00%<br>35.82%<br>0.00%<br>35.82%  | Does<br>expe<br>0<br>6<br>0<br>6<br>0<br>6                                    | not meet<br>ctations<br>0.00%<br>8.96%<br>0.00%<br>8.96%                         | 0<br>67<br>0<br>67 | tinguish   |
| Totals<br>completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals<br>for CSLOS | 1<br>tuder<br>0<br>10<br>0<br>10      | N/A<br>0.00%<br>14.93%<br>0.00%<br>14.93%               | e able<br>Ex<br>expe<br>0<br>27<br>0<br>27<br>27<br>Ex<br>expe                      | e to: def<br>ceeds<br>ctations<br>0.00%<br>40.30%<br>0.00%<br>40.30%<br>ceeds<br>ctations | N<br>expe<br>0<br>24<br>0<br>24<br>0<br>24<br>W<br>expe  | eets<br>ctations<br>0.00%<br>35.82%<br>0.00%<br>35.82%<br>eets<br>ctations                        | Does<br>expe<br>0<br>6<br>0<br>6<br>0<br>6                                    | not meet<br>ctations<br>0.00%<br>8.96%<br>0.00%<br>8.96%<br>not meet<br>ctations | d dis              | tinguish<br>Total<br>0.00%<br>100.00%<br>100.00%<br>Total          |
| Totals<br>completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals<br>for CSLOS | 1<br>tuder<br>0<br>10<br>0<br>10<br>0 | N/A<br>0.00%<br>14.93%<br>0.00%<br>14.93%               | e able<br>Ex<br>expe<br>0<br>27<br>0<br>27<br>0<br>27<br>27<br>Ex<br>expe<br>0<br>0 | e to: def<br>ceeds<br>ctations<br>0.00%<br>40.30%<br>40.30%<br>40.30%<br>40.30%           | ine pa<br>M<br>expe<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>24<br>0<br>0<br>24<br>0<br>0<br>24<br>0<br>0<br>24<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0   | ayroll a<br>leets<br>ctations<br>0.00%<br>35.82%<br>0.00%<br>35.82%<br>leets<br>ctations<br>0.00% | Does<br>expe<br>0<br>6<br>0<br>6<br>0<br>6<br>0<br>6<br>0<br>6<br>0<br>0<br>6 | not meet<br>ctations<br>0.00%<br>8.96%<br>0.00%<br>8.96%<br>8.96%                | 0<br>67<br>0<br>67 | tinguish<br>Total<br>0.00%<br>100.00%<br>100.00%<br>Total<br>0.00% |

|  |             | N/A                   |                      | ceeds<br>ctations  |             | leets<br>ectations  |                        | not meet<br>ctations  | ٦           | Fotal                                 |
|--|-------------|-----------------------|----------------------|--|-------------|---|------------------------|---|-------------|---------------------------------------|
| Spring 2019  | 0           | 0.00%                 | 0                    | 0.00%  | 0           | 0.00%   | 0                      | 0.00%   | 0           | 0.00%                                 |
| Fall 2018  | 0           | 0.00%                 | 0                    | 0.00%  | 0           | 0.00%   | 0                      | 0.00%   | 0           | 0.00%                                 |
| Summer 2018  | 0           | 0.00%                 | 0                    | 0.00%  | 0           | 0.00%   | 0                      | 0.00%   | 0           | 0.00%                                 |
| Totals   | 0           | 0.00%                 | 0                    | 0.00%  | 0           | 0.00%   | 0                      | 0.00%   | 0           | 0.00%                                 |
| forms;<br>Spring 2019  | 0           | N/A<br>0.00%          |                      | ceeds<br>ctations  |             | Neets<br>ectations  |                        | not meet<br>ctations  | 0           | <b>Fotal</b>                          |
| Fall 2019  | 0           | 0.00%                 | 0                    | 0.00%  | 0           | 0.00%   | 0                      | 0.00%   | 0           | 0.00%                                 |
| Summer 2018  | 0           | 0.00%                 | 0                    | 0.00%  | 0           | 0.00%   | 0                      | 0.00%   | 0           | 0.00%                                 |
| Totals   | 0           | 0.00%                 | 0                    | 0.00%  | 0           | 0.00%   | 0                      | 0.00%   | 0           | 0.00%                                 |
|  |             |                       |                      |  |             |   |                        |   |             | :!!:::                                |
|  |             | nt will bo            | Ex                   | e to: Cal<br>ceeds<br>ctations   | N           | e value<br>leets<br>ectations   | Does                   | ong-tern  |             | ilities, k<br><sub>Total</sub>        |
|  |             |                       | Ex                   | ceeds  | N           | leets   | Does                   | not meet  |             |                                       |
| Upon completion the s  |             | N/A                   | Ex<br>expe           | ceeds<br>ctations  | N<br>expe   | leets<br>ectations  | Does<br>expe           | not meet<br>ctations  | ٦           | Total                                 |
| Upon completion the s<br>Spring 2019                             | 0           | N/A<br>0.00%          | Ex<br>expe           | ceeds<br>ctations  | 0           | Aeets<br>ectations  | Does<br>expe           | not meet<br>ctations  | 0           | <b>Fotal</b>                          |
| Upon completion the s<br>Spring 2019<br>Fall 2018                | 0           | N/A<br>0.00%<br>0.00% | Ex<br>expe<br>0<br>0 | ceeds           ctations           0.00%           0.00%                 | 0<br>0      | Aeets           ectations           0.00%           0.00%   | Does<br>expe<br>0<br>0 | not meet<br>ctations<br>0.00%<br>0.00%                                      | 0<br>0      | O.00%           0.00%                 |
| Upon completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>0<br>0 | N/A<br>0.00%<br>0.00% | Expe<br>0<br>0       | Ceeds           ctations           0.00%           0.00%           0.00% | 0<br>0<br>0 | Output         Output< | Does<br>expe<br>0<br>0 | not meet           ctations           0.00%           0.00%           0.00% | 0<br>0<br>0 | O.00%           0.00%           0.00% |
| Upon completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>0<br>0 | N/A<br>0.00%<br>0.00% | Expe<br>0<br>0       | Ceeds           ctations           0.00%           0.00%           0.00% | 0<br>0<br>0 | Output         Output< | Does<br>expe<br>0<br>0 | not meet           ctations           0.00%           0.00%           0.00% | 0<br>0<br>0 | O.00%           0.00%           0.00% |
| Upon completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>0<br>0 | N/A<br>0.00%<br>0.00% | Expe<br>0<br>0       | Ceeds           ctations           0.00%           0.00%           0.00% | 0<br>0<br>0 | Output         Output< | Does<br>expe<br>0<br>0 | not meet           ctations           0.00%           0.00%           0.00% | 0<br>0<br>0 | O.00%           0.00%           0.00% |

|  |                       | N/A   |  | ceeds<br>ectations   |   | leets<br>ectations   |   | not meet<br>ectations  | -                               | Fotal  |       |     |       |       |        |       |       |      |         |  |
|--|-----------------------|---|--|--|---|--|---|--|---------------------------------|--|-------|-----|-------|-------|--------|-------|-------|------|---------|--|
| Spring 2019  | 0                     | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0   | 0.00%  | 0                               | 0.00%  |       |     |       |       |        |       |       |      |         |  |
| Fall 2018  | 0                     | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0   | 0.00%  | 0                               | 0.00%  | 7     |     |       |       |        |       |       |      |         |  |
| Summer 2018  | 0                     | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0   | 0.00%  | 0                               | 0.00%  | 1     |     |       |       |        |       |       |      |         |  |
| Totals   | 0                     | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0   | 0.00%  | 0                               | 0.00%  |       |     |       |       |        |       |       |      |         |  |
| pon completion the s   | tude                  | nt will b   | e able   | e to: pre  | pare  | a state  | nent  | of cash  | flows                           | 5:   |       |     |       |       |        |       |       |      |         |  |
|  |                       | N/A   | Ex   | ceeds  | N   | leets<br>ectations   | Does  | not meet   |                                 | Fotal  |       |     |       |       |        |       |       |      |         |  |
| Spring 2019  | 2                     | 16.67%  | 3  | 25.00%   | 5   | 41.67%   | 2   | 16.67%   | 12                              | 100.00%  |       |     |       |       |        |       |       |      |         |  |
| Fall 2018  | 0                     | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0   | 0.00%  | 0                               | 0.00%  | 1     |     |       |       |        |       |       |      |         |  |
| Summer 2018  | 0                     | 0.00%   | 0  | 0.00%  | 0   | 0.00%  | 0   | 0.00%  | 0                               | 0.00%  | 1     |     |       |       |        |       |       |      |         |  |
|  |                       |   |  |  |   |  |   |  |                                 |  |       |     |       |       |        |       |       |      |         |  |
| Totals   | 2<br>tude             | nt will b   | <sup>3</sup><br>e able   | 25.00%<br>e to: ana  | ₅<br>alyze  | and inte   | <sup>2</sup><br>erpret  | 16.67%   | al sta                          | 100.00%  |       | use | ofra  | atios | s, tre | ends, | , and | comp | arisons |  |
|  | tude                  |   | e able   |  | alyze   |  | erpret  |  | al sta                          |  |       | use | ofra  | atios | s, tre | ends, | , and | comp | arisons |  |
|  | tude                  | nt will b   | e able   | e to: ana  | alyze   | and into   | erpret  | t financi  | al sta                          | atement  |       | use | ofra  | atios | s, tre | ends, | , and | comp | arisons |  |
| pon completion the s   | tude                  | nt will b   | e able<br>Ex<br>expe   | e to: ana<br>acceeds<br>ectations                                    | alyze<br>M<br>expe  | and into   | erpret<br>Does<br>expe  | t financi<br>not meet<br>ectations   | al sta                          | atement  |       | use | of ra | atios | s, tre | ends, | , and | comp | arisons |  |
| pon completion the s<br>Spring 2019  | tude<br>0             | nt will b<br>N/A<br>0.00%   | e able<br>Ex<br>expe   | e to: ana<br>cceeds<br>ectations                                     | alyze<br>M<br>expe  | and intended and i   | erpret<br>Does<br>expe  | not meet<br>ctations   | al sta                          | Total  |       | use | of ra | atios | s, tre | ends, | , and | comp | arisons |  |
| pon completion the s<br>Spring 2019<br>Fall 2018   | 0<br>0                | nt will b<br>N/A<br>0.00%<br>0.00%                                | e able<br>Ex<br>expe<br>0  | e to: ana<br>cceeds<br>ectations<br>0.00%<br>0.00%                   | alyze<br>M<br>expe<br>0<br>0  | and interview of the sectations 0.00% 0.00%  | erpret<br>Does<br>expe<br>0<br>0  | t financi<br>not meet<br>ctations<br>0.00%<br>0.00%                            | <b>al sta</b><br>               | <b>Itement</b><br><b>Fotal</b><br>0.00%<br>0.00%   |       | use | of ra | atios | s, tre | ends, | , and | comp | arisons |  |
| pon completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                    | 0<br>0<br>0           | nt will b<br>N/A<br>0.00%<br>0.00%                                | e able<br>Expe<br>0<br>0   | e to: ana<br>cceeds<br>cctations<br>0.00%<br>0.00%                   | alyze<br>Nexpe  | and interview of the sector of   | Prpret<br>Does<br>expe<br>0<br>0<br>0   | t financi<br>not meet<br>ctations<br>0.00%<br>0.00%                            | <b>al sta</b><br>0<br>0         | Total  |       | use | of ra | atios | s, tre | ends, | , and | comp | arisons |  |
| pon completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                    | 0<br>0<br>0<br>0      | nt will b<br>N/A<br>0.00%<br>0.00%                                | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0                    | e to: ana<br>cceeds<br>cctations<br>0.00%<br>0.00%                   | alyze<br>N<br>expe<br>0<br>0<br>0<br>0<br>0<br>0                                | and interview of the sector of   | Profest<br>Poes<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0                         | t financi<br>not meet<br>ctations<br>0.00%<br>0.00%                            | al sta                          | Total  |       | use | of ra | atios | s, tre | ends, | , and | comp | arisons |  |
| pon completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                    | 0<br>0<br>0<br>0      | nt will b<br>N/A<br>0.00%<br>0.00%<br>0.00%                       | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0                    | e to: ana<br>cceeds<br>cctations<br>0.00%<br>0.00%<br>0.00%<br>0.00% | alyze<br>N<br>expe<br>0<br>0<br>0<br>0<br>0<br>0                                | and interview of the sector of   | Profest<br>Poes<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0                         | t financi<br>not meet<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%          | al sta                          | Itement           0.00%           0.00%           0.00%           0.00%           0.00%                                    | ts by | use | of ra | atios | s, tre | ends, | , and | comp | arisons |  |
| pon completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                    | 0<br>0<br>0<br>0      | N/A<br>0.00%<br>0.00%<br>0.00%<br>0.00%                           | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>Ex<br>expe | e to: ana<br>cceeds<br>ectations<br>0.00%<br>0.00%<br>0.00%<br>0.00% | Alyze<br>Mexpe<br>0<br>0<br>0<br>0<br>0<br>0                                    | and interview of the sector of   | Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0                                    | t financi<br>not meet<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00% | al sta                          | Itement:           Γοtal           0.00%           0.00%           0.00%           0.00%           0.00%           Γοtal   | ts by | use | of ra | atios | s, tre | ends, | , and | comp | arisons |  |
| pon completion the s<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals<br>otals for CSLOs | 0<br>0<br>0<br>0<br>0 | N/A<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>N/A<br>16.67% | e able<br>Expe<br>0<br>0<br>0<br>0<br>0<br>0<br>Ex<br>expe<br>3  | e to: ana<br>cceeds<br>cctations<br>0.00%<br>0.00%<br>0.00%<br>0.00% | Alyze<br>Mexpe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | And interventions<br>and intervent | Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>2 | not meet<br>ectations<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%             | al sta<br>0<br>0<br>0<br>0<br>0 | atement:         Fotal         0.00%         0.00%         0.00%         0.00%         0.00%         Fotal         100.00% | ts by | use | of ra | atios | s, tre | ends, | , and | comp | arisons |  |

## **BSADB54: Payroll Accounting**

Upon completion the student will be able to: identify the various laws that affect employers in their payroll operations and explain the record keeping requirements of these laws

|             | l | N/A   |   | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Total |  |  |
|-------------|---|-------|---|-------|---|-------------------|---|-------------------|---|----------------------|-------|--|--|
| Spring 2019 | 0 | 0.00% | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                |       |  |  |
| Fall 2018   | 0 | 0.00% | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                |       |  |  |
| Summer 2018 | 0 | 0.00% | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                |       |  |  |
| Totals      | 0 | 0.00% | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                |       |  |  |

Upon completion the student will be able to: analyze, journalize and post entries to record the payroll, payroll taxes, and payment of payroll-related liabilities

|             | N/A |       | N/A |       |   | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Т | otal |
|-------------|-----|-------|-----|-------|---|-------------------|---|------------------|---|----------------------|---|------|
| Spring 2019 | 0   | 0.00% | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                |   |      |
| Fall 2018   | 0   | 0.00% | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                |   |      |
| Summer 2018 | 0   | 0.00% | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                |   |      |
| Totals      | 0   | 0.00% | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                |   |      |

Upon completion the student will be able to: explain and execute the payment and the recording of the payroll tax deposits, end-of-the-period adjustments, and transactions.

|             | l | N/A   |   | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т | otal |
|-------------|---|-------|---|-------|---|-------------------|---|-------------------|---|----------------------|---|------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                |   |      |
| Fall 2018   | 0 | 0.00% | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                |   |      |
| Summer 2018 | 0 | 0.00% | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                |   |      |
| Totals      | 0 | 0.00% | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                |   |      |

|  |                              | N/A                              |  | ceeds<br>ectations  |                                | leets<br>ctations  |   | not meet<br>ctations   | -  | Total  |        |       |       |       |         |        |           |           |
|--|------------------------------|----------------------------------|--|---|--------------------------------|--|---|--|--|--|--------|-------|-------|-------|---------|--------|-----------|-----------|
| Spring 2019  | 0                            | 0.00%                            | 0  | 0.00%   | 0                              | 0.00%  | 0   | 0.00%  | 0  | 0.00%  |        |       |       |       |         |        |           |           |
| Fall 2018  | 0                            | 0.00%                            | 0  | 0.00%   | 0                              | 0.00%  | 0   | 0.00%  | 0  | 0.00%  | 1      |       |       |       |         |        |           |           |
| Summer 2018  | 0                            | 0.00%                            | 0  | 0.00%   | 0                              | 0.00%  | 0   | 0.00%  | 0  | 0.00%  | ]      |       |       |       |         |        |           |           |
| Totals   | 0                            | 0.00%                            | 0  | 0.00%   | 0                              | 0.00%  | 0   | 0.00%  | 0  | 0.00%  |        |       |       |       |         |        |           |           |
| oon completion the s   |                              | nt will b                        | Ex   | ceeds   | N                              | leets  | Does  | not meet   |  | e compo  | onents | and p | proce | edure | es of a | a comj | outerized | l payroll |
| Spring 2019  | 0                            | 0.00%                            | 0 expe   | o.00%   | 0 expe                         | o.00%  | 0 expe  | ctations<br>0.00%  | 0  | 0.00%  |        |       |       |       |         |        |           |           |
| Fall 2018  | 0                            | 0.00%                            | 0  | 0.00%   | 0                              | 0.00%  | 0   | 0.00%  | 0  | 0.00%  |        |       |       |       |         |        |           |           |
| -  |                              | 0.00%                            | 0  | 0.00%   | 0                              | 0.00%  | 0   | 0.00%  | 0  | 0.00%  | 1      |       |       |       |         |        |           |           |
| Summer 2018  | 0                            |                                  |  |   |                                | 0.0070   | •   | 0.0070   | v  | 0.0070   |        |       |       |       |         |        |           |           |
| Summer 2018<br>Totals  |                              | 0.00%                            | o<br>e able  | 0.00%   |                                |  |   |  |  |  |        |       |       |       |         |        |           | ty syster |
| Totals   | ٥<br>tude<br>efits           | 0.00%<br>nt will b<br>, the effe | 0<br>e able<br>ect or<br>Ex                        | 0.00%<br>e to: eva<br>n benefi                                      | aluate<br>ts of                | and ap<br>working  | ply th<br>g after<br>Does                         | ne differ<br>retiren   | rent k<br>nent,  | inds of<br>and the                                     |        |       |       |       |         |        |           | ty syster |
| Totals   | o<br>tude<br>efits           | 0.00%<br>nt will b<br>, the effe | o<br>e able<br>ect or<br>Ex<br>expe                | 0.00%<br>e to: eva<br>n benefi                                      | aluate<br>ts of<br>expe        | e and ap<br>working  | ply th<br>g after<br>Does<br>expe                 | ne differ<br>r retiren   | rent k<br>nent,  | inds of<br>and the                                     |        |       |       |       |         |        |           | ty syster |
| Totals<br>con completion the st<br>red in computing ben<br>Spring 2019                             | o<br>tude<br>efits           | 0.00%<br>nt will b<br>, the effe | 0<br>e able<br>ect or<br>Ex<br>expe                | 0.00%<br>to: eva<br>benefi  | aluate<br>ts of<br>expe        | e and ap<br>working<br>Meets<br>ctations                   | ply th<br>g after<br>Does<br>expe                 | ne differ<br>retiren   | rent k<br>nent,  | inds of<br>and the<br>Total                            |        |       |       |       |         |        |           | ty syster |
| Totals<br>con completion the st<br>sed in computing ben<br>Spring 2019<br>Fall 2018                | o<br>tude<br>efits<br>0<br>0 | 0.00%                            | 0<br>e able<br>ect or<br>Ex<br>expe<br>0<br>0      | 0.00%<br>to: eva<br>benefi<br>cceeds<br>cctations<br>0.00%          | aluate<br>ts of<br>expe        | e and ap<br>working<br>leets<br>ctations<br>0.00%          | Does<br>expe                                      | ne differ<br>retiren<br>not meet<br>ctations<br>0.00%          | rent k<br>nent,<br>0   | inds of<br>and the<br>Total<br>0.00%<br>0.00%          |        |       |       |       |         |        |           | ty syster |
| Totals<br>con completion the st<br>sed in computing ben<br>Spring 2019<br>Fall 2018<br>Summer 2018 | 0<br>tude<br>efits           | 0.00% nt will b , the effe       | 0<br>e able<br>ect or<br>Ex<br>expe<br>0<br>0<br>0 | 0.00%<br>to: eva<br>benefi<br>cceeds<br>cctations<br>0.00%<br>0.00% | aluate<br>ts of<br>0<br>0<br>0 | e and ap<br>working<br>deets<br>ctations<br>0.00%<br>0.00% | pply th<br>g after<br>Does<br>expe<br>0<br>0<br>0 | ne differ<br>retiren<br>not meet<br>ctations<br>0.00%<br>0.00% | rent k           nent,           0           0           0           0           0 | inds of<br>and the<br>Total<br>0.00%<br>0.00%<br>0.00% |        |       |       |       |         |        |           | ty syster |
| Totals<br>con completion the st<br>sed in computing ben<br>Spring 2019<br>Fall 2018                | o<br>tude<br>efits<br>0<br>0 | 0.00%                            | 0<br>e able<br>ect or<br>Ex<br>expe<br>0<br>0      | 0.00%<br>to: eva<br>benefi<br>cceeds<br>cctations<br>0.00%          | aluate<br>ts of<br>expe        | e and ap<br>working<br>leets<br>ctations<br>0.00%          | Does<br>expe                                      | ne differ<br>retiren<br>not meet<br>ctations<br>0.00%          | rent k<br>nent,<br>0   | inds of<br>and the<br>Total<br>0.00%<br>0.00%          |        |       |       |       |         |        |           | ty syster |

|   |                                  | N/A                   |                                | ceeds<br>ctations                                  |                                      | leets<br>ectations  |                             | not meet<br>ctations                   | -     | Fotal   |
|---|----------------------------------|-----------------------|--------------------------------|--|--------------------------------------|---|-----------------------------|--|-------|---------|
| Spring 2019   | 0                                | 0.00%                 | 0                              | 0.00%  | 0                                    | 0.00%   | 0                           | 0.00%                                  | 0     | 0.00%   |
| Fall 2018   | 0                                | 0.00%                 | 0                              | 0.00%  | 0                                    | 0.00%   | 0                           | 0.00%                                  | 0     | 0.00%   |
| Summer 2018   | 0                                | 0.00%                 | 0                              | 0.00%  | 0                                    | 0.00%   | 0                           | 0.00%                                  | 0     | 0.00%   |
| Totals  | 0                                | 0.00%                 | 0                              | 0.00%  | 0                                    | 0.00%   | 0                           | 0.00%                                  | 0     | 0.00%   |
| pon completion the s<br>esources Department   |                                  | N/A                   | Ex                             | cceeds   | N                                    | Aeets   | Does                        | not meet                               |       | Total   |
| Spring 2019   | 0                                | 0.00%                 | 0                              | 0.00%  | 0                                    | 0.00%   | 0                           | 0.00%                                  | 0     | 0.00%   |
| Fall 2018   | 0                                | 0.00%                 | 0                              | 0.00%  | 0                                    | 0.00%   | 0                           | 0.00%                                  | 0     | 0.00%   |
| Summer 2018   | 0                                | 0.00%                 | 0                              | 0.00%  | 0                                    | 0.00%   | 0                           | 0.00%                                  | 0     | 0.00%   |
|   |                                  |                       |                                |  |                                      |   |                             |  |       |         |
| Totals  | 0                                | 0.00%                 | 0                              | 0.00%  | 0                                    | 0.00%   | 0                           | 0.00%                                  | 0     | 0.00%   |
|   | o<br>ude<br>yees                 | nt will b             | e able                         |  | scribe                               |   | ain ty<br>Does              |  | ecord |         |
| Totals  | o<br>ude<br>yees                 | nt will b             | e able                         | e to: des  | scribe                               | e the ma  | ain ty<br>Does              | Des of re                              | ecord | ls used |
| Totals  | o<br>ude<br>yees                 | nt will be            | e able                         | e to: des  | scribe                               | e the ma<br>Neets<br>ectations                            | Does                        | not meet                               | ecord | Is used |
| Totals<br>pon completion the size<br>cords and pay emplo<br>Spring 2019<br>Fall 2018<br>Summer 2018 | o<br>tude<br>yees<br>0<br>0<br>0 | N/A<br>0.00%<br>0.00% | e able<br>Ex<br>expe<br>0<br>0 | e to: de:<br>cceeds<br>cctations<br>0.00%<br>0.00% | scribe<br><u>expe</u><br>0<br>0<br>0 | e the ma<br>Acets<br>cctations<br>0.00%<br>0.00%<br>0.00% | Does<br>expe<br>0<br>0<br>0 | not meet<br>ctations<br>0.00%<br>0.00% | ecord | Is used |
| Totals<br>pon completion the secords and pay emplo<br>Spring 2019<br>Fall 2018                      | 0<br>tude<br>yees                | N/A<br>0.00%<br>0.00% | e able                         | to: des  | Scribe<br>N<br>expe<br>0<br>0        | Acets<br>ctations<br>0.00%<br>0.00%                       | Does<br>expe<br>0<br>0      | not meet<br>ctations<br>0.00%          | ecord | Is used |

Upon completion the student will be able to: identify, for social security purposes, those persons covered under the law and those services that make up employment and the types of compensation that are defined as wages and to apply the current tax rates and wage base for FICA and SECA

|             | N/A |       |    | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т  | otal    |
|-------------|-----|-------|----|-------------------|---|-------------------|---|----------------------|----|---------|
| Spring 2019 | 0   | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Fall 2018   | 0   | 0.00% | 21 | 80.77%            | 3 | 11.54%            | 2 | 7.69%                | 26 | 100.00% |
| Summer 2018 | 0   | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Totals      | 0   | 0.00% | 21 | 80.77%            | 3 | 11.54%            | 2 | 7.69%                | 26 | 100.00% |

Upon completion the student will be able to: describe the different requirements and procedures for depositing FICA taxes and income taxes withheld from employees' wages and to complete the required forms

|             | l | N/A   |    | A Exceeds<br>expectations |   | leets<br>ctations |   | not meet<br>ctations | Total |         |  |
|-------------|---|-------|----|---------------------------|---|-------------------|---|----------------------|-------|---------|--|
| Spring 2019 | 0 | 0.00% | 0  | 0.00%                     | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00%   |  |
| Fall 2018   | 0 | 0.00% | 21 | 80.77%                    | 3 | 11.54%            | 2 | 7.69%                | 26    | 100.00% |  |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%                     | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00%   |  |
| Totals      | 0 | 0.00% | 21 | 80.77%                    | 3 | 11.54%            | 2 | 7.69%                | 26    | 100.00% |  |

Upon completion the student will be able to: analyze, explain and apply coverage under the federal income tax withholding allowances, prepare form W-4, use alternative methods (such as quarterly averaging and annualizing wages) and supplementary wage payments

|             | N/A |       |    | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т  | otal    |
|-------------|-----|-------|----|-------------------|---|-------------------|---|----------------------|----|---------|
| Spring 2019 | 0   | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Fall 2018   | 0   | 0.00% | 20 | 76.92%            | 4 | 15.38%            | 2 | 7.69%                | 26 | 100.00% |
| Summer 2018 | 0   | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Totals      | 0   | 0.00% | 20 | 76.92%            | 4 | 15.38%            | 2 | 7.69%                | 26 | 100.00% |

| Upon completion the student will be able to: explain and apply Advance Earned Income Credit, Form @-2, Form 941, and Emp | loyer's Quarterly |
|--|-------------------|
| Federal Tax Return   |                   |

|             | N/A |       |   | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Total |       |  |
|-------------|-----|-------|---|-------------------|---|------------------|---|----------------------|-------|-------|--|
| Spring 2019 | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |  |
| Fall 2018   | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |  |
| Summer 2018 | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |  |
| Totals      | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |  |

## Upon completion the student will be able to: describe and apply the basic requirements of the Federal Unemployment Tax Act

|             | N/A |       | N/A Exceeds<br>expectations |       |   |       | leets<br>ctations |       | not meet<br>ctations | Total |  |  |
|-------------|-----|-------|-----------------------------|-------|---|-------|-------------------|-------|----------------------|-------|--|--|
| Spring 2019 | 0   | 0.00% | 0                           | 0.00% | 0 | 0.00% | 0                 | 0.00% | 0                    | 0.00% |  |  |
| Fall 2018   | 0   | 0.00% | 0                           | 0.00% | 0 | 0.00% | 0                 | 0.00% | 0                    | 0.00% |  |  |
| Summer 2018 | 0   | 0.00% | 0                           | 0.00% | 0 | 0.00% | 0                 | 0.00% | 0                    | 0.00% |  |  |
| Totals      | 0   | 0.00% | 0                           | 0.00% | 0 | 0.00% | 0                 | 0.00% | 0                    | 0.00% |  |  |

Upon completion the student will be able to: analyze and record payrolls in payroll registers and post to employees' earnings records

|             | N/A |       |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Total |       |  |
|-------------|-----|-------|---|-------------------|---|-------------------|---|----------------------|-------|-------|--|
| Spring 2019 | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |  |
| Fall 2018   | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |  |
| Summer 2018 | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |  |
| Totals      | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |  |

# Totals for CSLOs

|             |   | N/A   |    | ceeds<br>ctations |    | leets<br>ctations |   | not meet<br>ctations | Т  | otal    |
|-------------|---|-------|----|-------------------|----|-------------------|---|----------------------|----|---------|
| Spring 2019 | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Fall 2018   | 0 | 0.00% | 62 | 79.49%            | 10 | 12.82%            | 6 | 7.69%                | 78 | 100.00% |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0  | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Totals      | 0 | 0.00% | 62 | 79.49%            | 10 | 12.82%            | 6 | 7.69%                | 78 | 100.00% |

# BSADB55: Computer Accounting Applications

|                       |            | N/A                       |                           | ceeds<br>ctations                                |                          | leets<br>ctations                             |                            | not meet<br>ctations                             | -               | Total                      |                               |            |        |    |      |      |
|-----------------------|------------|---------------------------|---------------------------|--|--------------------------|---|----------------------------|--|-----------------|----------------------------|-------------------------------|------------|--------|----|------|------|
| Spring 2019           | 0          | 0.00%                     | 0                         | 0.00%  | 0                        | 0.00%   | 0                          | 0.00%  | 0               | 0.00%                      | ]                             |            |        |    |      |      |
| Fall 2018             | 0          | 0.00%                     | 0                         | 0.00%  | 0                        | 0.00%   | 0                          | 0.00%  | 0               | 0.00%                      | 1                             |            |        |    |      |      |
| Summer 2018           | 0          | 0.00%                     | 0                         | 0.00%  | 0                        | 0.00%   | 0                          | 0.00%  | 0               | 0.00%                      | ]                             |            |        |    |      |      |
| Totals                | 0          | 0.00%                     | 0                         | 0.00%  | 0                        | 0.00%   | 0                          | 0.00%  | 0               | 0.00%                      |                               |            |        |    |      |      |
| meeting submissior    |            | N/A                       | Ex                        | ceeds  | N<br>expe                | leets<br>ctations                             | Does<br>expe               | not meet<br>ctations                             |                 | Total                      |                               |            |        |    |      |      |
| Spring 2019           | 0          | 0.00%                     | 0                         | 0.00%  | 0                        | 0.00%   | 0                          | 0.00%  | 0               | 0.00%                      | -                             |            |        |    |      |      |
| Fall 2018             | 0          | 0.00%                     | 0                         | 0.00%  | 0                        | 0.00%   | 0                          | 0.00%  | 0               | 0.00%                      |                               |            |        |    |      |      |
|                       |            |                           |                           |  | 1                        |   |                            |  |                 |                            | -                             |            |        |    |      |      |
| Summer 2018           | 0          | 0.00%                     | 0                         | 0.00%  | 0                        | 0.00%   | 0                          | 0.00%  | 0               | 0.00%                      | 1                             |            |        |    |      |      |
| Summer 2018<br>Totals | 0<br>0     | 0.00% 0.00%               | 0<br>0                    | 0.00%  | 0<br>0                   | 0.00%<br>0.00%                                | 0<br>0                     | 0.00%<br>0.00%                                   | 0<br>0          | 0.00%                      |                               |            |        |    |      |      |
|                       | o<br>tudei | 0.00%                     | o<br>e able<br>Ex         | 0.00%  | o<br>Insfer              | 0.00%   | o<br>ation<br>Does         | 0.00%  | o<br>n cor      | 0.00%                      | ]<br>                         | <br>ting s | syster | ms | <br> | <br> |
| Totals                | o<br>tudei | o.oo%                     | o<br>e able<br>Ex         | 0.00%<br>e to: Tra                               | o<br>Insfer              | 0.00%<br>inform<br>leets                      | o<br>ation<br>Does         | 0.00%<br>betwee                                  | o<br>n cor      | 0.00%                      | <br> <br> <br> <br> <br> <br> | ting s     | syster | ms |      |      |
| Totals                | o<br>tudei | 0.00%<br>nt will b<br>N/A | 0<br>e able<br>Ex<br>expe | 0.00%<br>e to: Tra<br>ceeds<br>ctations          | 0<br>Insfer<br>M<br>expe | 0.00%<br>inform<br>leets<br>ctations          | 0<br>ation<br>Does<br>expe | 0.00%<br>betwee<br>not meet<br>ctations          | o<br>n cor      | 0.00%<br>nputer a<br>Total | accoui                        | ting s     | syster | ms | <br> | <br> |
| Totals                | o<br>tudei | 0.00%                     | 0<br>e able<br>Ex<br>expe | 0.00%<br>e to: Tra<br>ceeds<br>ctations<br>0.00% | 0<br>Insfer<br>M<br>expe | 0.00%<br>inform<br>leets<br>ctations<br>0.00% | 0<br>ation<br>Does<br>expe | 0.00%<br>betwee<br>not meet<br>ctations<br>0.00% | 0<br>n cor<br>0 | 0.00%                      | accoui                        | ting s     | syster | ms |      | <br> |

| Spring 2019              |             | N/A          |            | ceeds<br>ctations               |           | leets<br>ectations            |              | not meet ctations               | -    | Total             |   |
|--------------------------|-------------|--------------|------------|---------------------------------|-----------|-------------------------------|--------------|---------------------------------|------|-------------------|---|
|                          | 0           | 0.00%        | 0          | 0.00%                           | 0         | 0.00%                         | 0            | 0.00%                           | 0    | 0.00%             |   |
| Fall 2018                | 0           | 0.00%        | 0          | 0.00%                           | 0         | 0.00%                         | 0            | 0.00%                           | 0    | 0.00%             |   |
| Summer 2018              | 0           | 0.00%        | 0          | 0.00%                           | 0         | 0.00%                         | 0            | 0.00%                           | 0    | 0.00%             |   |
| Totals                   | 0           | 0.00%        | 0          | 0.00%                           | 0         | 0.00%                         | 0            | 0.00%                           | 0    | 0.00%             |   |
| on completion the st     | tuder       | nt will b    | e able     | e to: Pre                       | epare     | approp                        | riate a      | adjustin                        | g en | tries and         | ecord them in a computerized accounting syste |
|                          |             | N/A          |            | ceeds<br>ctations               |           | leets<br>ectations            |              | not meet<br>ctations            | -    | Total             |   |
| Spring 2019              | 0           | 0.00%        | 0          | 0.00%                           | 0         | 0.00%                         | 0            | 0.00%                           | 0    | 0.00%             |   |
| Fall 2018                | 0           | 0.00%        | 0          | 0.00%                           | 0         | 0.00%                         | 0            | 0.00%                           | 0    | 0.00%             |   |
| Summer 2018              | 0           | 0.00%        | 0          | 0.00%                           | 0         | 0.00%                         | 0            | 0.00%                           | 0    | 0.00%             |   |
| Totals                   | 0           | 0.00%        | 0          | 0.00%                           | 0         | 0.00%                         | 0            | 0.00%                           | 0    | 0.00%             |   |
|                          |             |              |            |                                 |           |                               |              |                                 |      |                   |   |
| on completion the s      |             | nt will bo   | Ex         | e to: Inte<br>ceeds<br>ctations | N         | t accou<br>Meets<br>ectations | Does         | reports<br>not meet<br>ctations |      | orrectly<br>Total | spond to specific questions                   |
| on completion the st     |             |              | Ex         | ceeds                           | N         | leets                         | Does         | not meet                        |      | -                 | pond to specific questions                    |
| Spring 2019<br>Fall 2018 | 0           | N/A          | Ex<br>expe | ceeds<br>ctations               | N<br>expe | leets<br>ectations            | Does<br>expe | not meet<br>ctations            |      | Total             | pond to specific questions                    |
| Spring 2019              | 0<br>0<br>0 | N/A<br>0.00% | Ex<br>expe | ceeds<br>ctations<br>0.00%      | 0         | Aeets<br>ectations<br>0.00%   | Does<br>expe | not meet<br>ctations<br>0.00%   | 0    | <b>Total</b>      | pond to specific questions                    |

| Upon completion the student will be able to: Apply spreadsheet software to tasks that include management accounting reports, and other          |  |
|---|--|
| accounting-related tasks that require the use of database functions, financial functions, logical/conditional functions, mathematical functions |  |

|             |   | N/A   |    | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т  | otal    |
|-------------|---|-------|----|-------------------|---|-------------------|---|----------------------|----|---------|
| Spring 2019 | 0 | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Fall 2018   | 0 | 0.00% | 25 | 92.59%            | 1 | 3.70%             | 1 | 3.70%                | 27 | 100.00% |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0  | 0.00%   |
| Totals      | 0 | 0.00% | 25 | 92.59%            | 1 | 3.70%             | 1 | 3.70%                | 27 | 100.00% |

Upon completion the student will be able to: Apply the graphing capabilities of the spreadsheet software to visually enhance the presentation of results obtained from analytical tasks

|             | I | N/A   |    | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Total |         |  |
|-------------|---|-------|----|-------------------|---|------------------|---|----------------------|-------|---------|--|
| Spring 2019 | 0 | 0.00% | 0  | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00%   |  |
| Fall 2018   | 0 | 0.00% | 25 | 92.59%            | 1 | 3.70%            | 1 | 3.70%                | 27    | 100.00% |  |
| Summer 2018 | 0 | 0.00% | 0  | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00%   |  |
| Totals      | 0 | 0.00% | 25 | 92.59%            | 1 | 3.70%            | 1 | 3.70%                | 27    | 100.00% |  |

Upon completion the student will be able to: Use the Internet for e-mail communication, including the attachment of accounting report files and other types of files, and for access to accounting-related data resources

|             | N/A |       | Exceeds<br>expectations |       |   | eets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|-----|-------|-------------------------|-------|---|------------------|---|----------------------|---|-------|
| Spring 2019 | 0   | 0.00% | 0                       | 0.00% | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0   | 0.00% | 0                       | 0.00% | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0   | 0.00% | 0                       | 0.00% | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0   |       |                         | 0.00% | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |

|  |                       | N/A   |  | ceeds   |  | leets   |   | not meet  | -                        | Total   |
|--|-----------------------|---|--|---|--|---|---|---|--------------------------|---|
|  |                       | -   |  | ctations  |  | ctations  |   | ectations   |                          |   |
| Spring 2019  | 0                     | 0.00%   | 0  | 0.00%   | 0  | 0.00%   | 0   | 0.00%   | 0                        | 0.00%   |
| Fall 2018  | 0                     | 0.00%   | 0  | 0.00%   | 0  | 0.00%   | 0   | 0.00%   | 0                        | 0.00%   |
| Summer 2018<br>Totals  | 0                     | 0.00%   | 0  | 0.00%   | 0  | 0.00%   | 0<br>0  | 0.00%   | 0<br>0                   | 0.00%   |
| Totais   | 0                     | 0.00 /8   | Ū  | 0.00 /8   |  | 0.00 /8   | •   | 0.00 %  | 0                        | 0.00 /8   |
| Upon completion the st   | uder                  | nt will be  | e able   | e to: Fir   | nd an  | d corre   | ct acc  | ounting   | g erro                   | rs.   |
|  |                       | N/A   |  | ceeds<br>ctations   |  | leets<br>ctations   |   | not meet  | 1                        | 「otal   |
| Spring 2019  | 0                     | 0.00%   | 0  | 0.00%   | 0  | 0.00%   | 0   | 0.00%   | 0                        | 0.00%   |
| Fall 2018  | 0                     | 0.00%   | 0  | 0.00%   | 0  | 0.00%   | 0   | 0.00%   | 0                        | 0.00%   |
| Summer 2018  | 0                     | 0.00%   | 0  | 0.00%   | 0  | 0.00%   | 0   | 0.00%   | 0                        | 0.00%   |
|  |                       |   |  |   | -  | 0.00%   | 0   | 0.00%   | 0                        | 0.00%   |
| Totals   | 0                     | 0.00%   | 0  | 0.00%   | 0  | 0.00%   | U   | 0.00%   | U                        | 0.00%   |
|  | -                     |   |  |   |  |   |   |   |                          |   |
| L  | -                     |   | e able   | e to: Eff   | ective   | ely use   | Wind  | ows for   |                          |   |
| L  | uder                  |   | e able   |   | ective   |   | Wind  |   | mana                     |   |
| L  | uder                  | nt will be  | e able   | e to: Eff   | ective   | ely use   | Wind  | ows for   | mana                     | aging da  |
| Upon completion the st   | uder                  | nt will be  | e able<br>Ex<br>expe   | e to: Eff<br>ceeds<br>ctations                                      | ective<br>N<br>expe  | ely use   | Wind<br>Does<br>expe  | ows for<br>not meet<br>ectations  | mana                     | aging da  |
| Upon completion the st<br>Spring 2019  | uder                  | nt will be<br>N/A                                   | e able<br>Ex<br>expe   | e to: Eff<br>ceeds<br>ctations<br>0.00%                             | ective<br>expe   | ely use   | Wind<br>Does<br>expe  | ows for<br>not meet<br>ectations  | mana                     | aging da<br>Fotal                                     |
| Upon completion the st<br>Spring 2019<br>Fall 2018   | uder<br>0             | nt will be  | e able<br>Ex<br>expe<br>0  | e to: Eff<br>ceeds<br>ctations<br>0.00%<br>0.00%                    | ective<br>N<br>expe<br>0<br>0  | lets<br>ctations  | Wind<br>Does<br>expe<br>0<br>0  | ows for<br>not meet<br>ctations<br>0.00%<br>0.00%   | <b>mana</b><br>0         | aging da<br>Total<br>0.00%<br>0.00%                   |
| Upon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                          | <b>uder</b><br>0<br>0 | nt will be<br>N/A<br>0.00%<br>0.00%                 | e able<br>Ex<br>expe<br>0<br>0   | e to: Eff<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%           | ective<br>expe<br>0<br>0<br>0  | Image: Section s           0.00%           0.00%           0.00%  | Wind<br>Does<br>expe<br>0<br>0  | ows for           not meet           ctations           0.00%           0.00%           0.00%                 | <b>mana</b><br>0<br>0    | aging da<br>Fotal<br>0.00%<br>0.00%                   |
| Upon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                          | 0<br>0<br>0           | nt will bo<br>N/A<br>0.00%<br>0.00%<br>0.00%        | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0  | e to: Eff<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%           | ective<br>N<br>expe<br>0<br>0<br>0<br>0<br>0<br>0                                    | Image: Section s           0.00%           0.00%           0.00%  | Wind<br>Does<br>expe<br>0<br>0<br>0<br>0<br>0   | ows for           not meet           ctations           0.00%           0.00%           0.00%                 | mana<br>0<br>0<br>0<br>0 | aging da<br>fotal<br>0.00%<br>0.00%<br>0.00%          |
| Upon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                          | 0<br>0<br>0           | nt will be<br>N/A<br>0.00%<br>0.00%                 | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0  | e to: Eff<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%  | ective<br>N<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0                               | Output         Output<   | Wind<br>Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0  | ows for           not meet           ctations           0.00%           0.00%           0.00%           0.00% | mana<br>0<br>0<br>0<br>0 | aging da<br>Fotal<br>0.00%<br>0.00%                   |
| Upon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals<br>Totals<br>Spring 2019 | 0<br>0<br>0<br>0<br>0 | nt will be<br>N/A 0.00% 0.00% 0.00% 0.00% N/A 0.00% | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | e to: Efff<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00% | ective   | Acets<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Cont  | Wind<br>Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | ows for<br>not meet<br>ectations<br>0.00%<br>0.00%<br>0.00%<br>0.00%  | mana<br>0<br>0<br>0<br>0 | aging da<br>Fotal 0.00% 0.00% 0.00% 0.00% Fotal 0.00% |
| Upon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                          | 0<br>0<br>0<br>0      | nt will be<br>N/A<br>0.00%<br>0.00%<br>0.00%        | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>Ex<br>expe                           | e to: Eff<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%  | ective<br>N<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | Acets<br>Contained<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.0%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00% | Wind<br>Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0                                    | ows for<br>not meet<br>ectations<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%                                 | mana<br>0<br>0<br>0<br>0 | aging da<br>fotal<br>0.00%<br>0.00%<br>0.00%          |
| Upon completion the st<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals<br>Totals for CSLOs      | 0<br>0<br>0<br>0<br>0 | nt will be<br>N/A 0.00% 0.00% 0.00% 0.00% N/A 0.00% | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | e to: Efff<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00% | ective   | Acets<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Contained<br>Cont  | Wind<br>Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | ows for<br>not meet<br>ectations<br>0.00%<br>0.00%<br>0.00%<br>0.00%  | mana<br>0<br>0<br>0<br>0 | aging da<br>Fotal 0.00% 0.00% 0.00% 0.00% Fotal 0.00% |

#### **BSADB61: Human Resources Management**

Upon completion the student will be able to:Students will describe the legal and financial implications, as well as, the human factors involved in making human resources decisions, while incorporating Federal, State employment laws applicable to management decisions.

|             | l | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Total |       |
|-------------|---|-------|---|-------------------|---|-------------------|---|----------------------|-------|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |

Students will describe the employment cycle, including needs analysis, legal, procedural, compensation, and employee benefits.

|             | N/A |       |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|-----|-------|---|-------------------|---|-------------------|---|----------------------|---|-------|
| Spring 2019 | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0   | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |

Students will identify the differences between union and non-union organizations, and describe the importance of union and management relationships.

|             | l | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|-------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |

Students will explain current employment issues, including globalization, diversity, and workforce sizing. 5. The following are the Student Learning Objectives: a. Discuss legal and financial implications and human factors in making personnel decisions b. Identify Federal and State employment laws applicable to management decisions c. Discuss the legal and procedural considerations involved in hiring, disciplining, and terminating employees d. Appraise the ethical impact of following and enforcing policies, rules, and procedures e. Analyze various compensation and benefits packages f. Identify the differences between union and nonunion organizations, and describe the importance of union/management relations g. Analyze workplace human resource needs h. Discuss current legal and social ramifications of "downsizing" or "right-sizing" an organization i. Discuss the impact of globalization and diversity on human resource management

|             | l | N/A   |   | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |

1. Students will describe the legal and financial implications as well as the human factors involved in making personnel decisions while incorporating Federal and State employment laws applicable to management decisions.

|             | l | N/A   |         | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Total |       |
|-------------|---|-------|---------|-------------------|---|-------------------|---|----------------------|-------|-------|
| Spring 2019 | 0 | 0.00% | 0       | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 0.00% |                   | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |
| Summer 2018 | 0 | 0.00% | 0       | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |
| Totals      | 0 | 0.00% | 0       | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |

#### **Totals for CSLOs**

|             |   | N/A   |   | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0 | 0.00% |

|        | N/A     |  |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т | otal  |
|--------|---------|--|---|-------------------|---|-------------------|---|----------------------|---|-------|
| Totals | 0 0.00% |  | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |

# **BSADB65: Principles of Organizational Communication**

Upon completion the student will be able to: Write effective letters, memorandums, resumes and reports.

|             | I | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|-------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |

Upon completion the student will be able to: Present material to the class in a professional manner.

|             | I | N/A   |   | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Total |       |
|-------------|---|-------|---|-------------------|---|------------------|---|----------------------|-------|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |

|                       |       | N/A                   |                  | ceeds<br>ctations  |           | leets<br>ectations  |                        | not meet<br>ctations                   | -       | Total                 |  |
|-----------------------|-------|-----------------------|------------------|--|-----------|---|------------------------|--|---------|-----------------------|--|
| Spring 2019           | 0     | 0.00%                 | 0                | 0.00%  | 0         | 0.00%   | 0                      | 0.00%                                  | 0       | 0.00%                 |  |
| Fall 2018             | 0     | 0.00%                 | 0                | 0.00%  | 0         | 0.00%   | 0                      | 0.00%                                  | 0       | 0.00%                 |  |
| Summer 2018           | 0     | 0.00%                 | 0                | 0.00%  | 0         | 0.00%   | 0                      | 0.00%                                  | 0       | 0.00%                 |  |
| Totals                | 0     | 0.00%                 | 0                | 0.00%  | 0         | 0.00%   | 0                      | 0.00%                                  | 0       | 0.00%                 |  |
|                       |       | N/A                   | Ex<br>expe       | ceeds  | N<br>expe | Aeets<br>ectations  | Does<br>expe           | not meet<br>ctations                   | -       | Total                 | grammar to develop excellent writing skills. |
| Spring 2019           |       | 0.00%                 | 0                | 0.00%  | 0         | 0.00%   | 0                      | 0.00%                                  | 0       | 0.00%                 |  |
| Fall 2018             |       | 0.00%                 | 12               | 100.00%  | 0         | 0.00%   | 0                      | 0.00%                                  | 12      | 100.00%               |  |
| Summer 2018<br>Totals |       | 0.00%                 | 0<br>12          | 0.00%  | 0<br>0    | 0.00%   | 0<br>0                 | 0.00%                                  | 0<br>12 | 0.00%                 |  |
| Inon completion the s | tuda  |                       | o ahla           | a tor Co   | mmu       | nicato o  | fforti                 | volv in a                              | ı vari  | inty of s             | attinns                                      |
| Upon completion the s | tude  | N/A                   | Ex               | ceeds  | N         | leets   | Does                   | not meet                               |         | ety of s              | ettings.                                     |
|                       |       | N/A                   | Ex<br>expe       | ceeds  | N<br>expe | leets<br>ectations  | Does<br>expe           | not meet<br>ctations                   |         | Total                 | entings.                                     |
| Spring 2019           | 0     | N/A<br>0.00%          | Ex               | cceeds<br>ctations   | N         | Aeets<br>ectations  | Does                   | not meet<br>ctations                   |         | <b>Total</b>          | enings.                                      |
|                       | 0     | N/A                   | Ex<br>expe<br>0  | ceeds  | 0         | leets<br>ectations  | Does<br>expe           | not meet<br>ctations                   | 0       | Total                 | entings.                                     |
| Fall 2018             | 0 0 0 | N/A<br>0.00%<br>0.00% | Exexpe<br>0<br>0 | cceeds           cctations           0.00%           0.00% | 0<br>0    | Acets           ectations           0.00%           0.00% | Does<br>expe<br>0<br>0 | not meet<br>ctations<br>0.00%<br>0.00% | 0       | O.00%           0.00% | entings.                                     |

|  |                  | N/A                                       |  | ceeds  |   | leets   |   | not meet  |                       | Total  |
|--|------------------|---|--|--|---|---|---|---|-----------------------|--|
|  |                  | 1   |  | ctations   | •   | ectations   | · ·   | ectations   |                       | 1  |
| Spring 2019  |                  | 0.00%                                     | 0  | 0.00%  | 0   | 0.00%   | 0   | 0.00%   | 0                     | 0.00%  |
| Fall 2018  | 0                | 0.00%                                     | 0  | 0.00%  | 0   | 0.00%   | 0   | 0.00%   | 0                     | 0.00%  |
| Summer 2018  | 0                | 0.00%                                     | 0  | 0.00%  | 0   | 0.00%   | 0   | 0.00%   | 0                     | 0.00%  |
| Totals   | 0                | 0.00%                                     | 0  | 0.00%  | 0   | 0.00%   | 0   | 0.00%   | 0                     | 0.00%  |
| on completion the s  | lude             | nt will be                                | a a bla  | to:Dev   | elon  | a resun   | ne wit  | h a ner   | suasi                 | ve letter  |
| in completion the s  |                  | N/A                                       |  | ceeds  |   | leets   |   | not meet  |                       | Total  |
|  |                  | N/A                                       | expe   | ectations  | expe  | ectations   |   | ectations   |                       | Total  |
| Spring 2019  | 0                | 0.00%                                     | 0  | 0.00%  | 0   | 0.00%   | 0   | 0.00%   | 0                     | 0.00%  |
| Fall 2018  | 0                | 0.00%                                     | 12   | 100.00%  | 0   | 0.00%   | 0   | 0.00%   | 12                    | 100.00%  |
| Summer 2018  | 0                | 0.00%                                     | 0  | 0.00%  | 0   | 0.00%   | 0   | 0.00%   | 0                     | 0.00%  |
|  |                  |   |  |  |   |   |   |   |                       |  |
| Totals   | ٥<br>tude        | o.oo%                                     | <sup>12</sup><br>e able  | 100.00%  | o<br>ctice  | o.oo%   | o<br>comn   | o.oo%   | <sup>12</sup>         | 100.00%  |
|  | tude             |   | e able   |  | ctice   |   | comn  |   | ion sl                |  |
| Totals   | tude             | nt will be                                | e able   | e to:Prac  | ctice   | proper<br>leets   | comn  | nunicati  | ion sl                | kills and  |
| Totals<br>oon completion the s<br>dience.  | tude             | nt will be                                | e able<br>Ex<br>expe   | e to:Prac  | ctice<br>M<br>expe  | proper<br>Meets   | COMN<br>Does<br>expe  | nunicati  | on sl                 | kills and  |
| Totals<br>con completion the s<br>dience.<br>Spring 2019   | tude             | nt will be<br>N/A<br>0.00%                | e able<br>Ex<br>expe   | e to:Prac  | ctice<br>N<br>expe  | proper<br>Neets<br>ectations  | COMN<br>Does<br>expe  | nunications   | on sl                 | kills and<br>Total                                     |
| Totals<br>on completion the s<br>dience.<br>Spring 2019<br>Fall 2018   | 0<br>0           | N/A<br>0.00%<br>0.00%                     | e able<br>Ex<br>expe<br>0<br>0   | ceeds<br>ctations<br>0.00%<br>0.00%  | Ctice<br>N<br>expe<br>0<br>0  | Proper<br>Meets<br>ctations<br>0.00%<br>0.00%                               | Comn<br>Does<br>expe<br>0<br>0  | nunications   | 0<br>0                | kills and<br>Total                                     |
| Totals<br>n completion the s<br>ence.<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                       | 0<br>0<br>0      | N/A<br>0.00%<br>0.00%                     | e able<br>Ex<br>expe<br>0<br>0<br>0  | e to:Praceds<br>ectations<br>0.00%<br>0.00%  | Ctice<br>Mexpe  | Proper<br>Actions   | Comn<br>Does<br>expe<br>0<br>0  | nunications   | on sl                 | kills and<br>Total<br>0.00%<br>0.00%                   |
| Totals<br>on completion the s<br>lience.<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                    | 0<br>0<br>0      | N/A<br>0.00%<br>0.00%                     | e able<br>Ex<br>expe<br>0<br>0<br>0  | e to:Praceds<br>ectations<br>0.00%<br>0.00%  | Ctice<br>N<br>expe<br>0<br>0<br>0   | Proper<br>Actions   | Comn<br>Does<br>expe<br>0<br>0  | nunications   | on sl                 | kills and<br>Total<br>0.00%<br>0.00%                   |
| Totals<br>on completion the s<br>lience.<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                    | 0<br>0<br>0<br>0 | N/A<br>0.00%<br>0.00%                     | e able   | e to:Praceds<br>ectations<br>0.00%<br>0.00%  | Ctice<br>N<br>expe<br>0<br>0<br>0<br>0<br>0   | Proper<br>Actions   | Comn<br>Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0  | nunications   | 0 Sl                  | kills and<br>Total<br>0.00%<br>0.00%                   |
| Totals<br>on completion the s<br>lience.<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                    | 0<br>0<br>0<br>0 | nt will be<br>N/A 0.00% 0.00% 0.00% 0.00% | e able   | e to:Prac<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%   | Ctice<br>N<br>expe<br>0<br>0<br>0<br>0<br>0   | Proper<br>Meets<br>Contained<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>Meets   | Comn<br>Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0  | nunicati<br>not meet<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%  | 0 Sl                  | kills and<br>Total<br>0.00%<br>0.00%<br>0.00%          |
| Totals<br>on completion the s<br>lience.<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals                    | 0<br>0<br>0<br>0 | N/A<br>0.00%<br>0.00%<br>0.00%<br>0.00%   | e able<br>Ex<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0               | e to:Prace<br>ceeds<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%  | Ctice<br>Mexpe<br>0<br>0<br>0<br>0<br>0<br>0  | Proper<br>Meets<br>ctations<br>0.00%<br>0.00%<br>0.00%<br>0.00%             | Comn<br>Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0   | nunications   | 0<br>0<br>0<br>0<br>0 | kills and<br>Total<br>0.00%<br>0.00%<br>0.00%          |
| Totals<br>oon completion the s<br>dience.<br>Spring 2019<br>Fall 2018<br>Summer 2018<br>Totals<br>cals for CSLOS | 0<br>0<br>0<br>0 | N/A<br>0.00%<br>0.00%<br>0.00%<br>0.00%   | e able<br>Expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | Ceeds           cceeds           cceads           0.00%           0.00%           0.00%           0.00%           0.00%           cceeds           cceeds           cceeds           cceeds           cceeds           cceeds           cceeds           cceeds           cceeds | Ctice<br>Mexpe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | Acets<br>Contractions<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00%<br>0.00% | Comn<br>Does<br>expe<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0<br>0 | nunicati<br>not meet<br>ectations<br>0.00%<br>0.00%<br>0.00%<br>0.00% | 0<br>0<br>0<br>0<br>0 | kills and<br>Total<br>0.00%<br>0.00%<br>0.00%<br>0.00% |

#### **BSADB1: Financial Accounting**

Upon completion the student will be able to: Explain what a system is and how an accounting system is designed to satisfy the Identify the ethical implications inherent in financial reporting and be able to apply needs of specific businesses and users; • strategies for addressing them. • Summarize the purpose of journals and ledgers; • Explain the nature and purpose of generally accepted accounting principles (GAAP) and International Financial Reporting Standards (IFRS). • Explain and apply the components of the conceptual framework for financial accounting and reporting, including the qualitative characteristics of accounting information, the assumptions underlying accounting, the basic principles of financial accounting, and the constraints and Distinguish between cash basis and accrual basis accounting and their impact on the limitations on accounting information; • Explain the importance of operating, investing financial statements, including the revenue recognition and matching principles: • and financing activities reported in the Statement of Cash Flows; • Interpret company activity, profitability, liquidity and solvency through selection and application of appropriate financial analysis tools; and • Explain the content, form, and purpose of the basic financial statements (including footnotes) and the annual report, and how they satisfy the information needs of investors, creditors, and other users;

|             | l       | N/A   |   | ceeds<br>ctations |         | leets<br>ctations |         | not meet<br>ctations | Total |       |  |
|-------------|---------|-------|---|-------------------|---------|-------------------|---------|----------------------|-------|-------|--|
| Spring 2019 | 0 0.00% |       | 0 | 0.00%             | 0       | 0.00%             | 0       | 0.00%                | 0     | 0.00% |  |
| Fall 2018   | 0       | 0.00% | 0 | 0.00%             | 0       | 0.00%             | 0       | 0.00%                | 0     | 0.00% |  |
| Summer 2018 | 0       | 0.00% | 0 | 0.00%             | 0       | 0.00%             | 0       | 0.00%                | 0     | 0.00% |  |
| Totals      |         |       | 0 | 0.00%             | 0 0.00% |                   | 0 0.00% |                      | 0     | 0.00% |  |

Upon completion the student will be able to:Apply transaction analysis, input transactions into the accounting system, process this input, and prepare and interpret the four basic financial statements; • Explain the nature of current assets and related issues, including the measurement and reporting of cash and cash equivalents, receivables and bad debts, and inventory and cost of goods sold; • Explain the valuation and reporting of current liabilities, estimated liabilities, and other contingencies; • Identify and illustrate issues relating to long-term asset acquisition, use, cost allocation, and disposal; • Distinguish between capital and revenue expenditures; • Identify and illustrate issues relating to long-term liabilities, including issuance, valuation, and retirement of debt; (including the time value of money) • Identify and illustrate issues relating to stockholders' equity, including issuance, repurchase of capital stock, and dividends;

|             | l | N/A    |   | ceeds<br>ctations |    | eets<br>ctations |    | not meet<br>ctations | Т  | otal    |
|-------------|---|--------|---|-------------------|----|------------------|----|----------------------|----|---------|
| Spring 2019 | 5 | 11.63% | 3 | 6.98%             | 21 | 48.84%           | 14 | 32.56%               | 43 | 100.00% |
| Fall 2018   | 0 | 0.00%  | 0 | 0.00%             | 0  | 0.00%            | 0  | 0.00%                | 0  | 0.00%   |
| Summer 2018 | 0 | 0.00%  | 0 | 0.00%             | 0  | 0.00%            | 0  | 0.00%                | 0  | 0.00%   |
| Totals      | 5 | 11.63% | 3 | 6.98%             | 21 | 48.84%           | 14 | 32.56%               | 43 | 100.00% |

|                   |   | N/A    |      | ceeds<br>ctations  |      | leets<br>ctations |      | not meet<br>ctations  |    | Total   |  |
|-------------------|---|--------|------|--------------------|------|-------------------|------|-----------------------|----|---------|--|
| Spring 2019       | 0 | 0.00%  | 0    | 0.00%              | 0    | 0.00%             | 0    | 0.00%                 | 0  | 0.00%   |  |
| Fall 2018         | 0 | 0.00%  | 0    | 0.00%              | 0    | 0.00%             | 0    | 0.00%                 | 0  | 0.00%   |  |
| Summer 2018       | 0 | 0.00%  | 0    | 0.00%              | 0    | 0.00%             | 0    | 0.00%                 | 0  | 0.00%   |  |
| Totals            | 0 | 0.00%  | 0    | 0.00%              | 0    | 0.00%             | 0    | 0.00%                 | 0  | 0.00%   |  |
| Spring 2010       |   | N/A    | expe | ceeds<br>ectations | expe | leets<br>ctations | expe | not meet<br>ectations |    | Total   |  |
| Spring 2019       | 0 | 0.00%  | 0    | 0.00%              | 0    | 0.00%             | 0    | 0.00%                 | 0  | 0.00%   |  |
| Fall 2018         | 0 | 0.00%  | 0    | 0.00%              | 0    | 0.00%             | 0    | 0.00%                 | 0  | 0.00%   |  |
| Summer 2018       |   | 0.00%  | 0    | 0.00%              | 0    | 0.00%             | 0    | 0.00%                 | 0  | 0.00%   |  |
| Totals            | 0 | 0.00%  | 0    | 0.00%              | 0    | 0.00%             | 0    | 0.00%                 | 0  | 0.00%   |  |
| otals for CSLOs   |   |        |      |                    |      |                   |      |                       |    |         |  |
|                   |   | N/A    |      | ceeds<br>ctations  |      | leets<br>ctations |      | not meet<br>ctations  |    | Total   |  |
| Spring 2019       | 5 | 11.63% | 3    | 6.98%              | 21   | 48.84%            | 14   | 32.56%                | 43 | 100.00% |  |
| Fall 2018         | 0 | 0.00%  | 0    | 0.00%              | 0    | 0.00%             | 0    | 0.00%                 | 0  | 0.00%   |  |
| Summer 2018       | 0 | 0.00%  | 0    | 0.00%              | 0    | 0.00%             | 0    | 0.00%                 | 0  | 0.00%   |  |
| Totals            | 5 | 11.63% | 3    | 6.98%              | 21   | 48.84%            | 14   | 32.56%                | 43 | 100.00% |  |
|                   |   |        |      |                    |      |                   |      |                       |    |         |  |
| 318: Business Law |   |        |      |                    |      |                   |      |                       |    |         |  |

Explain the social, political and

Upon completion the student will be able to:Demonstrate the ability to utilize the internet to research legal issues and utilize other computer skills to enhance effective business communications and presentations through the use of appropriate business and legal terminology. Analyze whether a source is a reliable source for legal information. • Explain the historical development of the law,

operation of the court system and sources of commercial law. • rules to the fact patterns to reach defensible legal conclusions. • court citation and locating a court case on an assigned topic. • Analyze cases. Identify issues and apply the appropriate legal Perform legal research, to include evaluating and interpreting a Explain a corporation's legal structure and differentiate it from

other forms of business organization, the meaning of limited liability for the owners; describe the relationship of the various stakeholders.

|             |   | N/A   |   | ceeds<br>ctations |   | eets<br>ctations |   | not meet<br>ctations | Total |       |
|-------------|---|-------|---|-------------------|---|------------------|---|----------------------|-------|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%            | 0 | 0.00%                | 0     | 0.00% |

Upon completion the student will be able to:Appraise the relationship between law and ethics. • ethical implications of the law and their application to actual and hypothetical business transactions.

Exceeds Meets Does not meet N/A Total expectations expectations expectations Spring 2019 32 18 16 92 100.00% 26 28.26% 34.78% 19.57% 17.39% 27 21.60% 67 53.60% 16 12.80% 15 12.00% 125 100.00% Fall 2018 Summer 2018 0.00% 0 0 0 0.00% 0 0.00% 0.00% 0 0.00% 15.67% Totals 53 24.42% 99 45.62% 34 31 14.29% 217 100.00% Upon completion the student will be able to:Distinguish between torts and crimes and describe the purpose of criminal and tort law.

• Evaluate when a promise is enforceable, the elements of a contract, performance, and the remedies available in the event of breach. • Distinguish between contracts governed by the Uniform Commercial Code and those governed by the common law of

contracts.

|             |   | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Total |       |  |
|-------------|---|-------|---|-------------------|---|-------------------|---|----------------------|-------|-------|--|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |  |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |  |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |  |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0     | 0.00% |  |

Upon completion the student will be able to:Categorize the types of government agencies, powers and functions, controls through congressional action, executive action, and the courts. • Differentiate the relationship between state and federal systems, jurisdiction, and the importance of alternate dispute resolution methods to the participants • Describe the Constitutional basis for federal governmental regulation of business, including limits of government power.

|             |   | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | Т | otal  |
|-------------|---|-------|---|-------------------|---|-------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |

Upon completion the student will be able to: Demonstrate how cases progress through the court system from problem, to filing, to trial, and appeal.

|             |   | N/A   |   | ceeds<br>ctations |   | leets<br>ctations |   | not meet<br>ctations | T | otal  |
|-------------|---|-------|---|-------------------|---|-------------------|---|----------------------|---|-------|
| Spring 2019 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Fall 2018   | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Summer 2018 | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |
| Totals      | 0 | 0.00% | 0 | 0.00%             | 0 | 0.00%             | 0 | 0.00%                | 0 | 0.00% |

Upon completion the student will be able to: Describe the various agency relationships and the duties and liabilities of agents and principals.

|             |    | N/A    |    | ceeds<br>ctations |     | leets<br>ctations |    | not meet<br>ctations | Т   | otal    |
|-------------|----|--------|----|-------------------|-----|-------------------|----|----------------------|-----|---------|
| Spring 2019 | 0  | 0.00%  | 0  | 0.00%             | 66  | 71.74%            | 26 | 28.26%               | 92  | 100.00% |
| Fall 2018   | 38 | 30.40% | 50 | 40.00%            | 36  | 28.80%            | 1  | 0.80%                | 125 | 100.00% |
| Summer 2018 | 0  | 0.00%  | 0  | 0.00%             | 0   | 0.00%             | 0  | 0.00%                | 0   | 0.00%   |
| Totals      | 38 | 17.51% | 50 | 23.04%            | 102 | 47.00%            | 27 | 12.44%               | 217 | 100.00% |

# Totals for CSLOs

|             | ļ  | N/A    |     | ceeds<br>ctations |     | leets<br>ctations |    | not meet<br>ctations | Т   | otal    |
|-------------|----|--------|-----|-------------------|-----|-------------------|----|----------------------|-----|---------|
| Spring 2019 | 26 | 14.13% | 32  | 17.39%            | 84  | 45.65%            | 42 | 22.83%               | 184 | 100.00% |
| Fall 2018   | 65 | 26.00% | 117 | 46.80%            | 52  | 20.80%            | 16 | 6.40%                | 250 | 100.00% |
| Summer 2018 | 0  | 0.00%  | 0   | 0.00%             | 0   | 0.00%             | 0  | 0.00%                | 0   | 0.00%   |
| Totals      | 91 | 20.97% | 149 | 34.33%            | 136 | 31.34%            | 58 | 13.36%               | 434 | 100.00% |

| Report Totals: |     |        |     |                   |     |                   |     |                      |      |         |
|----------------|-----|--------|-----|-------------------|-----|-------------------|-----|----------------------|------|---------|
| [              |     | N/A    |     | ceeds<br>ctations |     | leets<br>ctations |     | not meet<br>ctations | 1    | otal    |
| Spring 2019    | 48  | 5.41%  | 294 | 33.15%            | 413 | 46.56%            | 132 | 14.88%               | 887  | 100.00% |
| Fall 2018      | 92  | 11.33% | 435 | 53.57%            | 230 | 28.33%            | 55  | 6.77%                | 812  | 100.00% |
| Summer 2018    | 0   | 0.00%  | 0   | 0.00%             | 0   | 0.00%             | 0   | 0.00%                | 0    | 0.00%   |
| Totals         | 140 | 8.24%  | 729 | 42.91%            | 643 | 37.85%            | 187 | 11.01%               | 1699 | 100.00% |