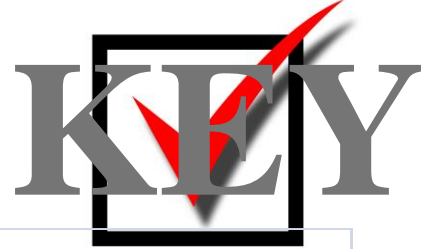


Financial Analyst Team (150)

REGIONAL – 2015

**Judge/Graders: Please double check and verify all
scores and answer keys!**

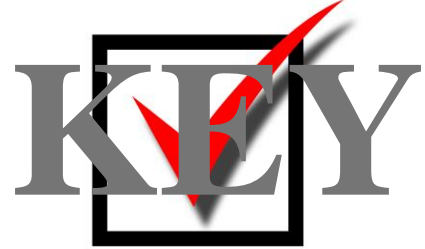
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Workplace Skills Assessment Program competition.



R Social Media Agency			
Income Statement			
For the Month Ended October 31, 2014			
			% of Sales
Revenue:			
Sales		\$ 12,000	100%
Expenses:			
Salaries expense	\$ 6,000		
Advertising expense	1,500		
Rent Expense	900		
Insurance expense	100		
Interest expense	50		
Depreciation expense	40		
Total expenses		8,590	71.6%
Net Income		\$ 3,410	28.4%

R Social Media Agency			
Balance Sheet			
October 31, 2014			
<u>Assets</u>			
Cash		\$ 14,800	
Accounts receivable		400	
Supplies		1,000	
Prepaid insurance		750	
Office equipment	\$ 5,000		
Less: Accumulated depreciation	40	4,960	
Total assets		\$ 21,910	
<u>Liabilities and Owner's Equity</u>			
<u>Liabilities</u>			
Notes payable		4,000	
Accounts payable		2,500	
Interest payable		50	
Salaries payable		3,000	
Total liabilities		9,550	
<u>Owner's equity</u>			
Sally Reginald, Capital		12,360	
Total liabilities and owner's equity		\$ 21,910	

Grader Note 1: Varied set-ups are acceptable; for example, balance sheets are often in two columns--assets on one side and liabilities/equity on the other. Either set-up acceptable.
 Grader Note 2: For your convenience, bold numbers depict student-generated formulas.



RATIOS CALCULATED			
Current Ratio	Current Assets/ Current Liabilities	16950/9550	1.77:1
Working Capital	Current Assets - Current Liabilities	16950-9550	\$ 7,400
Return on Assets	Net Income/ Average Assets	3410/((18650 + 21910)/2)	16.8%
JUDGES' QUESTIONS			
a. Has this company sufficient capital to update its technology? What makes you believe this to be true or false?			
b. What actions, if any, should Sally Reginald do to strengthen her business position financially?			
c. Are there additional financial statements or ratio calculations which would help in answering the above questions? If so, what are they and how would they help?			

Instructions to contestants:

1. Construct an income statement, for month ended October 31, 2014.
2. Calculate component percentages based on revenue for total expenses and net income.
3. Construct a balance sheet, dated October 31, 2014.
4. Calculate these ratios, rounding your answers to two decimal places:
 - a. Current Ratio
 - b. Working Capital
 - c. Return on Assets (September 30, 2014, assets equaled \$18,650).
5. Prepare a written report summarizing your findings, conclusions, and recommendations, followed by the financial statements for the company and the calculated ratios for the company. The report must follow the report format located in the *BPA Style & Reference Manual*. All financial statements and ratios need to be included at the end of the report.
6. Make sure your report answers these questions:
 - a. Has this company sufficient capital to update its technology? What makes you believe this to be true or false?
 - b. What actions, if any, should Sally Reginald do to strengthen her business position financially?
 - c. Are there additional financial statements or ratio calculations which would help in answering the above questions? If so, what are they and how would they help?
7. Place each team member's contestant number in the footer on any documentation given to the judges.
8. No changes should take place to your work after testing time ends.



JUDGING PROCEDURE

- Teams will be introduced by team number.
- As a team of judges, formulate two to three questions to ask at the conclusion of the presentation. Be sure to ask the same questions of each team.
- Teams will present before a panel of judges and timekeeper.
- The length of set-up will be no more than ten (10) minutes.
- The length of the presentation will be no more than ten (10) minutes.
- There will be no more than five (5) minutes for judges' questions.
- Excuse teams upon completion of answering judges' questions.
- **There can be no ties in the top ten (10) teams.** It is the responsibility of the judges to break any ties.
- Administrator will fill out ranking sheet prior to dismissing the judges.
- If more than one (1) section is necessary, finalists will be determined by selecting an equal number from each section.
- Give administrator all Judges' Scoring Rubrics, Judge Comment Sheets and contest materials.
- No audience is allowed in the contest room.

Please double-check and verify all scores!

Report

(MLA Style)
Top Margin: 1"
Side Margins: 1"
Spacing of Body: DS

Julie Smith (*Sender's Name*)
(DS)

Roger Meyer (*Recipient's Name*)
(DS)

Marketing Department (Name of Recipient's Department or Job Title)
(DS)

8 October 20__ (use current date in military style (as shown))
(DS)

Report Format
(DS)

NOTE: The title is typed in Title Case (not all caps) and is not bold.

Whether written for personal or business use, a report should present a message that is well organized, stated simply, and clear in meaning. A report that does not meet these criteria reflects a lack of planning and preparation.

Planning a Report

Three steps should be taken in planning a report. Selecting the topic is not merely the first step, but also the most important one. It is vital that you choose a topic in which you have sufficient interest to do the necessary related reading and research (LePoole 197).

Preparing the Report

The following three steps should be utilized in preparing the report:

1. Look for data and authoritative statements.
2. Prepare a rough draft of the report, organizing the data into a series of related paragraphs. A sentence that follows enumerated items within the same paragraph should begin at the left margin.
3. Read the rough draft carefully.

Whether the report is typed or printed, it should be neat and arranged in proper format. A neat report presented in an orderly style makes an immediate positive impression on the reader.