

# Accounting

## Accounting TSA Assessment Summative Assessment

### Wisconsin Technical College System

#### *Directions*

This Accounting TSA scoring guide will be used to document your attainment of technical program outcomes for the Accounting Associate Degree. To meet the requirements on the scoring guide, you will be asked to draw upon the skills and concepts that have been developed throughout the program and are necessary for successful employment in your field. Results will be used to inspire continual improvement of teaching and learning in Wisconsin Technical College System Accounting Programs. In addition, this assessment will provide feedback to you about your performance.

This scoring guide will be used to evaluate your work by examining one or more artifacts (assignments) that document your achievement of each program outcome. Format, timing, and course will be designated by your local college. Your instructor will provide detailed instructions on the tool(s) used.

After your instructor completes this scoring guide, you will receive feedback on your performance including your areas of accomplishment and areas that need improvement.

#### *Accounting Program Outcomes*

1. Process financial transactions throughout the accounting cycle
2. Analyze financial and business information to support planning and decision-making
3. Perform payroll preparation, reporting, and analysis tasks
4. Perform cost accounting preparation, reporting, and analysis tasks
5. Perform individual and/or organizational tax accounting preparation, reporting, and analysis tasks
6. Identify internal controls to reduce risk

#### *Rating Scale*

**PASS** Performs adequately; meets basic standards  
**FAIL** Does not meet basic standards

You must achieve an overall average rating of PASS on all criteria for each program outcome to demonstrate competence (passing). A rating of FAIL on any criterion results in a FAIL score for that program outcome and for the TSA Assessment.

**SCORING GUIDE**

**Program Outcomes and Criteria**

Process financial transactions throughout the accounting cycle	PASS	FAIL
<ul style="list-style-type: none"> <li>• you journalize in accordance with current accounting standards</li> </ul>		
<ul style="list-style-type: none"> <li>• you post to the ledger(s)</li> </ul>		
<ul style="list-style-type: none"> <li>• you prepare adjusting entries</li> </ul>		
<ul style="list-style-type: none"> <li>• you complete closing procedures</li> </ul>		
<ul style="list-style-type: none"> <li>• you prepare financial statements and reports accurately to represent an organization's financial position in accordance with current accounting standards</li> </ul>		
<ul style="list-style-type: none"> <li>• you use current technology to process and report financial transactions</li> </ul>		
<ul style="list-style-type: none"> <li>• you adhere to internal controls</li> </ul>		
<ul style="list-style-type: none"> <li>• you identify ethical considerations for processing financial transactions</li> </ul>		
<b>COMMENTS:</b>		
Analyze financial and business information to support planning and decision-making	PASS	FAIL
<ul style="list-style-type: none"> <li>• analysis is based on research that identifies relevant information</li> </ul>		
<ul style="list-style-type: none"> <li>• analysis presents business concerns</li> </ul>		
<ul style="list-style-type: none"> <li>• you effectively communicate financial and business information to stakeholders</li> </ul>		
<ul style="list-style-type: none"> <li>• you adhere to internal controls</li> </ul>		
<ul style="list-style-type: none"> <li>• you identify ethical considerations for analyzing financial and business information</li> </ul>		
<ul style="list-style-type: none"> <li>• you use current technology to collect, process, and report data and analyses</li> </ul>		
<b>COMMENTS:</b>		
Perform payroll preparation, reporting, and analysis tasks	PASS	FAIL
<ul style="list-style-type: none"> <li>• you prepare payroll forms and reports which adhere to state and federal laws and regulations</li> </ul>		
<ul style="list-style-type: none"> <li>• you maintain payroll records</li> </ul>		
<ul style="list-style-type: none"> <li>• you prepare payroll tax deposits</li> </ul>		
<ul style="list-style-type: none"> <li>• you record payroll transactions</li> </ul>		
<ul style="list-style-type: none"> <li>• you use current technology to process payroll</li> </ul>		
<b>COMMENTS:</b>		

Perform cost accounting preparation, reporting, and analysis tasks	PASS	FAIL
• you calculate variances using standards costs		
• you generate job costing sheets		
• you prepare master budgets		
• you prepare cash budgets		
• you generate productions reports		
• you effectively communicate financial and business information to internal stakeholders		
• you use current technology to perform cost accounting tasks		

**COMMENTS:**

Perform organizational and/or individual tax accounting preparation, reporting, and analysis tasks	PASS	FAIL
• you prepare required tax forms which adhere to current tax laws and regulations		
• you effectively communicate tax accounting information to stakeholders		
• you use current technology to perform tax accounting tasks		

**COMMENTS:**

Identify internal controls to reduce risk	PASS	FAIL
• you analyze the relationship among risk, opportunity, and controls		
• you document the internal control system in narrative or flowchart form		
• you communicate weaknesses in an existing internal control structure		
• you effectively communicate audit information to internal and external stakeholders		
• you employ current technology to perform audit tasks		

**COMMENTS:**

Meet the <i>all</i> following requirements for assessment of Accounting TSA Assessment	PASS	FAIL
Each program outcome is documented by one or more artifacts. (One artifact may be used to assess multiple program outcomes and/or criteria).		
Each artifact has been assessed, receiving a passing grade using a scoring guide or rubric.		

**COMMENTS:**

<b>TSA Assessment Score:</b>	<b>PASS</b>	<b>FAIL</b>
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Note: Each program outcome and the over-all requirements must earn a rating of "Pass" to achieve an over-all score of "Pass" on the assessment.

<b>Student Name:</b>		<b>ID #:</b>	
<b>Evaluator Signature:</b>		<b>Date:</b>	