

# 2023–24 Competitive Events Guidelines

## Accounting Case Competition



The Accounting Case Competition provides members with the opportunity to review a case study and present their findings to a panel of judges. The case study will incorporate many aspects of accounting.

### Event Overview

**Division:** Collegiate

**Event Type:** Team of 1, 2, 3 or 4 members

**Event Category:** Case Competition

**Event Elements:** Presentation

**Presentation Time:** 3-minute set-up time, 12-minute presentation time, 5-minute question & answer time

**NACE Connections:** Career & Self-Development, Communication, Critical Thinking, Professionalism, Teamwork

**Equipment Provided by Competitors:** Technology and presentation items

**Equipment Provided by FBLA:** Table for preliminary round; table, projector & screen for final round

### State

Check with your State Leader for state-specific competition information.

### National

*Policy and Procedures Manual*

- Competitors should be familiar with the Competitive Events Policy & Procedures Manual, found on the Competitive Events page on [www.fbla.org](http://www.fbla.org).

*Eligibility*

- FBLA membership dues are paid by 11:59 pm Eastern Time on April 15<sup>th</sup> of the current program year.
- Members must be registered for the NLC and pay the national conference registration fee in order to participate in competitive events.
- Members must stay in an official FBLA hotel to be eligible to compete.
- Each state may submit four entries per event.
- Each member can compete in up to two individual/team events and one chapter event (Community Service Project or State of Chapter Presentation).
- Only competitors are allowed to plan, research, prepare, and set up their presentations.
- Each competitor must compete in all parts of an event for award eligibility.
- Picture identification (physical or digital driver's license, passport, state-issued identification, or school-issued identification) is required when checking in for competitive events.
- If competitors are late for a presentation time, they will be allowed to compete until such time that results are finalized, or the accommodation would impact the fairness and integrity of the event. Competitive event schedules cannot be changed. Some competitive events start prior to the Opening Session of the NLC.

*Recognition*

- The number of competitors will determine the number of winners. The maximum number of winners for each competitive event is 10.

# 2023-24 Competitive Events Guidelines

## Accounting Case Competition



### *Event Administration*

- This event is based on a case study that will be released to the competitors in the spring semester.
- This event has a preliminary and final presentation round. If there are less than 15 teams registered, the event will proceed directly to the final presentation round.
- Preliminary Presentation
  - **Equipment Set-up Time:** 3 minutes
  - **Presentation Time:** 12 minutes (one-minute warning)
  - **Question & Answer Time:** 5 minutes
  - **Internet Access:** Not provided
  - The presentation is judged at the NLC. Preliminary presentations are not open to conference attendees. The presentation will take place in a large, open area.
  - Competitors/teams are randomly assigned to sections.
  - Competitors present directly from a laptop/device. Screens and projectors are not allowed for use, and competitors are not allowed to bring their own. Power will not be available.
  - Competitors can present with and bring any of the following technology into the presentation as long as it fits on the small table in front of the judges' table or is held by the competitors:
    - Laptop
    - Tablet
    - Mobile phone
    - External monitor that is approximately the size of a laptop monitor
  - Facts and working data must be cited and be secured from quality sources (peer review documents, legal documents, experts in the field, etc.).
  - Materials, visual aids, and samples related to the project may be used during the presentation; however, no items may be left with the judges or audience, unless specifically stated in the case study.
  - When the equipment set-up time has elapsed, the timer will automatically start the presentation time.
  - If performing as a team, all team members are expected to actively participate in the presentation.
  - No animals (except authorized service animals) will be allowed for use in any competitive event.
- Final Presentation
  - **Equipment Set-up Time:** 3 minutes
  - **Presentation Time:** 12 minutes (one-minute warning)
  - **Question & Answer Time:** 5 minutes
  - **Internet Access:** Not provided
  - An equal number of competitors/teams from each section in the preliminary round will advance to the final round.
  - Final presentations may be open to conference attendees, space permitting. Finalists may not view other competitors' presentation in their event until after their completed presentation.
  - The following will be provided for the final round if it occurs in a conference room: screen, power, table, and projector. It is up to final-round competitors to determine if they wish to use the technology provided. Competitors using laptops

# 2023-24 Competitive Events Guidelines

## Accounting Case Competition



- or other devices that do not have an HDMI port will need to provide their own adapters.
- Competitors can present with and bring any of the following technology into the presentation as long as it fits on the small table in front of the judges' table or is held by the competitors:
  - Laptop
  - Tablet
  - Mobile phone
  - External monitor that is approximately the size of a laptop monitor
- Facts and working data must be cited and be secured from quality sources (peer review documents, legal documents, experts in the field, etc.).
- Materials, visual aids, and samples related to the project may be used during the presentation; however, no items may be left with the judges or audience.
- When the equipment set-up time has elapsed, the timer will automatically start the presentation time.
- If performing as a team, all team members are expected to actively participate in the presentation.
- No animals (except authorized service animals) will be allowed for use in any competitive event.

### *Scoring*

- The presentation rating sheet will be released with the case study.
- The presentation score will determine the finalists.
- The final presentation score will determine winners.
- Judges must break ties. All judges' decisions are final.

### *Americans with Disabilities Act (ADA)*

- FBLA meets the criteria specified in the Americans with Disabilities Act for all competitors with accommodations submitted through the conference registration system by the registration deadline.

### *Recording of Presentations*

- No unauthorized audio or video recording devices will be allowed in any competitive event.
- Competitors in the events should be aware FBLA reserves the right to record any presentation for use in study or training materials.

### *Penalty Points*

- Competitors may be disqualified if they violate the Competitive Event Guidelines or the Honor Code.
- Five points are deducted if competitors do not follow the Dress Code or are late to arrive for their presentation time.

# 2023–24 Competitive Events Guidelines

## Accounting Case Competition



### Case Study

#### Overview

Silver City Early Learning Center (ELC) is a childcare center in a small, rural town (Silver City) in Indiana. Silver City is a town with a population of 700 people. Silver City ELC is the only childcare center in town. Silver City ELC formed two years ago, with a generous gift from a family estate of a childcare facility and \$10,000 start-up/seed money. It has proven to be a great asset to the small community, with nine employees serving 34 children.

Silver City ELC's nine employees include: one director, four lead teachers, two assistant teachers and two substitute teachers. Silver City ELC serves 34 children: six infants, seven toddlers, ten preschoolers, and 11 prekindergarten children.

Silver City ELC follows the traditional school calendar: The school year starts August 1<sup>st</sup> and ends May 25<sup>th</sup>, with a one-week fall break, a two-week winter break, and a one-week spring break. Silver City ELC is not open on the weekends. Its daily hours are 7 am to 6 pm.

#### Problem Statement

Even though Silver City ELC serves a need in Silver City, it is struggling to make ends meet. The Silver City ELC Board of Directors needs to understand their financial situation.

Good news: The Silver City ELC can apply for a \$13,000 grant. This grant is a reimbursable grant, meaning that the expenses have to be spent before being reimbursed.

The Board of Directors has asked you to prepare financial statements, provide an analysis of their financial situation using a variety of assessments, and make recommendations at their next meeting.

#### Finances

Employee Wage Information:

- Director: \$15/hour
- Lead Teacher: \$14/hour
- Assistant Teacher: \$12/hour
- Substitute Teacher: \$10/hour
- FICA is 7.65% of the hourly rate
- Staff benefits do NOT include any insurance, but staff receive six paid holidays and their children who attend ELC receive a 50% tuition discount
- Reminder: In the state of Indiana, there are children-to-staff ratios that are required.
  - Infant – 4:1
  - Toddler – 5:1
  - Preschool – 10:1
  - PreKindergarten – 12:1

ELC Monthly Operating Expenses:

- Rent/Utilities (except phone/internet) : \$550
- Phone/Internet : \$200
- Consumables : \$500
- Insurance : \$480
- Special Events : \$100

# 2023-24 Competitive Events Guidelines

## Accounting Case Competition



ELC Income

	Parent/Guardian Weekly Rate/Tuition	Number of ELC Spots Available
Infant	\$195	6
Toddler	\$175	7
Preschool	\$175	10
PreKindergarten	\$165	11

### Questions to Address

The Silver City ELC Board of Directors is interested in:

- What would these statements look like with and without the grant? Prepare these financial statements:
  - Income Statement
  - Statement of Retained Earnings
  - Balance Sheet
  - Statement of Cash Flows
- Journal Entries: Sample journal entries of how the expenses of the grant and reimbursement of grant funds would look like in their books
- Long-term impact of grant funds

What recommendations do you have for the Board of Directors on:

- Should the ELC apply for the reimbursable \$13,000 grant?
- Can the ELC continue to operate should they not receive the grant this year or in future years?
- What are the long-term impacts of receiving or not receiving grant funds?

### Data

Employee Average Weekly Hours:

- Director – 40
- Infant Lead Teacher – 35
- Infant Assistant Teacher – 35
- Toddler Lead Teacher – 40
- Toddler Assistant Teacher – 35
- Preschool Lead Teacher – 40
- Substitute Teacher – 21
- Substitute Teacher – 22
- PreKindergarten Lead Teacher – 30

### Additional Information

- The \$13,000 grant can only be reimbursed for expenses in the following categories: Staff training, tuition assistance, classroom supplies.
- There are currently three staff children in the program: Two toddlers and one preschool child

# 2023-24 Competitive Events Guidelines

## Accounting Case Competition



### Accounting Case Competition Presentation Rating Sheet

Expectation Item	Not Demonstrated	Below Expectations	Meets Expectations	Exceeds Expectations	Points Earned
<b>Content</b>					
<b>Demonstrates understanding of the case and issues to be solved</b>	<i>No description or case synopsis provided, and no issues defined</i>	<i>Describes and provides case synopsis OR defines the issues</i>	<i>Describes and provides case synopsis AND defines the issues</i>	<i>Demonstrates expertise of case synopsis AND definition of the issues</i>	
	0 points	1-6 points	7-8 points	9-10 points	
<b>Financial Statements</b> <i>The following financial statements are prepared: Income Statement, Statement of Retained Earnings, Balance Sheet, Statement of Cash Flows</i>	<i>No financial statements presented</i>	<i>Some financial statements are prepared</i>	<i>Financial statements are prepared, with details missing or not accurate</i>	<i>All four financial statements are prepared and are accurate</i>	
	0 points	1-7 points	8-13 points	14-15 points	
<b>Journal Entries</b> <i>Sample journal entries of how the expenses of the grant and reimbursement of grant funds would look like in their books</i>	<i>No journal entries shared</i>	<i>Some journal entries are prepared</i>	<i>Journal entries are prepared, with details missing or not accurate</i>	<i>Multiple journal entries are prepared and are accurate</i>	
	0 points	1-6 points	7-8 points	9-10 points	
<b>Long-Term Impact</b> <i>What are the long-term impacts of receiving or not receiving grant funds?</i>	<i>No long-term impact shared</i>	<i>Limited long-term impacts are shared</i>	<i>Long-term impacts are shared, with details missing</i>	<i>Long-term impacts are shared, for both receiving and not receiving grant funds</i>	
	0 points	1-6 points	7-8 points	9-10 points	
<b>Recommendations</b> <i>What recommendations do you have for the Board of Directors?</i>	<i>No recommendations shared</i>	<i>Limited recommendations are shared</i>	<i>Recommendations are shared, with details missing</i>	<i>Realistic recommendations are shared, with details</i>	
	0 points	1-7 points	8-13 points	14-15 points	
<b>Substantiates and cites sources used while conducting research</b>	<i>Sources are not cited</i>	<i>Sources/References are seldom cited to support statements</i>	<i>Professionally legitimate sources &amp; resources that support statements are generally present</i>	<i>Compelling evidence from professionally legitimate sources &amp; resources is given to support statements</i>	
	0 points	1-6 points	7-8 points	9-10 points	
<b>Presentation Delivery</b>					
<b>Statements are well-organized and clearly stated</b>	<i>Competitor(s) did not appear prepared</i>	<i>Competitor(s) were prepared, but flow was not logical</i>	<i>Presentation flowed in logical sequence</i>	<i>Presentation flowed in a logical sequence; statements were well organized</i>	
	0 points	1-6 points	7-8 points	9-10 points	
<b>Demonstrates self-confidence, poise, assertiveness, and good voice projection</b>	<i>Competitor(s) did not demonstrate self-confidence</i>	<i>Competitor(s) demonstrated self-confidence and poise</i>	<i>Competitor(s) demonstrated self-confidence, poise, and good voice projection</i>	<i>Competitor(s) demonstrated self-confidence, poise, good voice projection, and assertiveness</i>	
	0 points	1-6 points	7-8 points	9-10 points	
<b>Demonstrates the ability to effectively answer questions</b>	<i>Unable to answer questions</i>	<i>Does not completely answer questions</i>	<i>Completely answers questions</i>	<i>Interacted with the judges in the process of completely answering questions</i>	
	0 points	1-6 points	7-8 points	9-10 points	
<b>Staff Only: Penalty Points (5 points for dress code penalty and/or 5 points for late arrival penalty)</b>					
<b>Presentation Total (100 points)</b>					
Name(s):					
School:					
Judge Signature:					Date:
Comments:					