

Assignment 2: PowerPoint



A clear understanding of the accounting cycle is important in comprehending the accounting process. Written communication and presentation skills are critical to successful accountants. The accountant must understand and be able to communicate various aspects of the accounting process. This Assignment provides you with the opportunity to hone these skills.

Prepare a PowerPoint Presentation explaining the various steps in the accounting cycle.

A minimum of seven slides including the abstract and reference slide is required. Your presentation should be attractive and include but is not limited to a discussion the required and optional steps in the cycle. Be sure to address at minimum three advantages and disadvantages of usage of the worksheet. Your presentation should contain a slide of your abstract, which should include a concise and clear thesis statement.

As well as a properly formatted APA style references page. Be certain to include at least three scholarly resources other than the text.

You want to use appropriate written spelling and grammar. Your presentation must contain speakers notes at the bottom of each slide and be formatted according to APA guidelines. Be sure to review the Writing Centers literature on APA writing style.

Submit your PowerPoint Presentation to the Assignment Dropbox by the end of Unit 6.

Unit 6 PowerPoint Assignment – Grading Rubric

Elements	Criteria	Points Possible	Points Earned	Instructor's Comments
PowerPoint	<ul style="list-style-type: none"> • Is there an attractive layout? • Are there clear and concise bullet points? • Are there details in the notes sections? • Does it summarize paper content? • Are there a minimum of seven slides? • Is there a reference slide? 	12		

Introduction	<ul style="list-style-type: none"> • Is there a clear thesis statement? • Does the introduction provide a clear overview of the paper's contents? • Is there a well formatted Abstract and Reference Page using APA guides? 	12		
Content	<ul style="list-style-type: none"> • Are the following issues addressed substantively? <ul style="list-style-type: none"> ○ Summarize the main steps of the accounting cycle. ○ Discussion of at least three advantages and disadvantages of using the worksheet ○ Speakers' notes present. • Is the analysis thorough? 	12		
Conclusion	<ul style="list-style-type: none"> • Does the conclusion offer a good summary of issues treated in the paper? • Does the conclusion offer suggestions for further study? 	5		
Materials/ Sources	<ul style="list-style-type: none"> • Does the reference list contain at least three scholarly sources? • Are materials properly cited and quoted in current APA format? 	3		
Structure	<ul style="list-style-type: none"> • Are the transitions between paragraphs and sections clear? • Are proper headings used? • Is the treatment of the topic logically oriented? 	3		
Grammar/ Spelling and style	<ul style="list-style-type: none"> • Does the paper use current APA format correctly? • Is the paper without spelling and grammatical errors? 	3		
Total		50		