

Introduction to Business  
**Business Ratio Analysis**  
 Evaluation

Name \_\_\_\_\_

Due Date \_\_\_\_\_

| <b>DOES NOT<br/>MEET REQUIREMENT</b>   | <b>NEEDS IMPROVEMENT</b>  | <b>GOOD</b>   | <b>EXCELLENT</b>  |
|--|---|---|---|
| <b>1. Presentation of written report: Student was able to present information in an organized written format that was easy to understand, used appropriate grammar/spelling, was typed and presented professionally.</b>   |   |   |   |
| Report is not typed or has substantial errors.<br>Would need to be revised.<br>0 – 4   | Report is not typed, or as professional in appearance, but attempt has been made.<br>5              | Report is professional in appearance, has some minor errors.<br>6                     | Well-written and professionally presented report.<br>7                                |
| <b>2. Research: Report shows evidence of complete and valid information, an understanding of business concepts and terms, and has used 2 annual reports.</b>   |   |   |   |
| Report did not use 2 annual reports/or concepts to provide evidence of learning.<br>0-8  | Did not use required information appropriately/or had pieces of information missing.<br>9 – 10 – 11 | Good information and uses all sources effectively. Could be more cohesive.<br>12 – 13 | An excellent example of a well prepared report and use of business concepts.<br>14-15 |
| <b>3. Ratios: Student used ratios accurately and was able to interpret the ratio information appropriately.</b>  |   |   |   |
| Ratios are not used accurately.<br>0-8   | Ratios may be accurate or appropriate with errors.<br>9 – 10 – 11                                   | Good use of ratios and their information. Could be articulated more<br>12 – 13        | Excellent use of And interpretation of ratios. specifically.<br>14-15                 |
| <b>4. Analysis: Student effectively used information to analyze and to draw correct conclusions about business concepts and terms. Is able to correctly use information and can express their views in a concise written format.</b>   |   |   |   |
| Did not use information to analyze topic/subject correctly.<br>0 – 20  | Provided some analysis, but would need to revise to provide a correct conclusion.<br>21 – 22 – 23   | Used information to develop correct analysis.<br>24 - 25 – 26 – 27                    | Analysis is exacting and provides a thorough view of topic/subject.<br>28 – 29- 30    |
| <b>5. Overall impression of report: Student produced an informative, well-written and researched report that informs the instructor on the their ability to use terms and concepts, to research effectively, to interpret and communicate information into a format that is easily understood.</b> |   |   |   |
| 0 - 4  | 5 - 6   | 7   | 8   |
| <b>TOTAL</b>   |   |   | ____/75   |

COMMENTS: