

# UNIT 2. FINANCE IN THE HOSPITALITY INDUSTRY

---

## SCORE SHEET FOR THE GROUP DISCUSSION FORUM

**Assignment One** LO 3. Be able to evaluate business accounts

**Assessment Criteria:** AC 3.1, 3.2, 3.3 & AC 3.4.

**In Partial Completion Of:** Pearson BTEC Level 5 Diploma In Hospitality Management

**Names of Student Participants in the Team:**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Due Date:**

**Lecturer's Name:**

## Unit 2: LO 3. BE ABLE TO EVALUATE BUSINESS ACCOUNTS

STUDENT NAME / GROUP NUMBER:

<b>INSTRUCTIONS.</b>						
The following are research course-work linked to the course content and tasks outline in the assignment brief. Only students whose names are included on the cover page of this group submission should be awarded a grade.						
<b>Students' work MUST meet all the criteria below to obtain minimum of a Pass to avoid re-sitting (referred)</b>						
				<b>ACHIEVED</b>		
<b>AC 3.2. Evaluate business accounts, adjustments, and notes</b>				<b>YES</b>	<b>NO</b>	
a) What are the different types and formats of final accounts?						
b) Provide a sample trial balance with adjustments						
c) When is a trial balance prepared?						
d) How are transactions treated after the trial balance date?						
e) What are some of the reasons for the presence of such transactions?						
f) What are adjustments? For the method of adjustments: how are these adjustments treated on the Trial Balance and where are they found?						
<b>THE STUDENTS work must:</b>						
1. Show grasp of the subject content (sufficient breadth and knowledge in the course content areas)						
2. Apply the course contents appropriately to the task/context/case study for application						
3. Ability to think critically (e.g. interpret the requirements in the task correctly   identify limitations   discuss   compare outcomes or similarities   make judgements   reason through the task with understanding of the nuances of the subject area etc.)						
4. Provide evidence of adequate research. That is, referencing the ideas presented through-out the work.						
5. Demonstrate acceptable level of proficiency in writing and discourse for college-level.						
6. Submit a Plagiarism Report with all assignment showing no higher than 11%.						
7. Include a reference page						
8. Be neat and professionally present						
<b>Score Awarded By Marker</b>			<b>REFERRED</b>	<b>PASS</b>	<b>MERIT</b>	<b>DISTINCTION</b>

# UNIT 14 HIGHER GRADE CRITERIA

**NAME OF STUDENT / GROUP NUMBER:** \_\_\_\_\_

**FOR MERIT GRADE:** the **PASS Criteria Were Achieved** and in addition:

The student/s work demonstrated:	<b>ACHIEVED</b>	
	<b>YES</b>	<b>NO</b>
1. Content mastery, persuasive merit, evidence of language mastery, grammar, and mechanics.		
2. That it is not being merely descriptive; but analyses and synthesises the material to build arguments that produce a coherent document that demonstrates learning, application, and understanding.		
<b>The Student Is Awarded A:   MERIT</b>		

**FOR DISTINCTION GRADE:** the **PASS And Merit Criteria Were Achieved** and in addition:

The student/s work:	<b>ACHIEVED</b>	
	<b>YES</b>	<b>NO</b>
3. Link relevant academic theory to the findings and/or case specific examples, illustrations or scenarios in order to solve problems by recognizing the problem and reviewing information about the problem; developing plausible solutions; and evaluating results.		
<b>The Student Is Awarded A:   DISTINCTION</b>		

## Unit 2: LO3. BE ABLE TO EVALUATE BUSINESS ACCOUNTS

STUDENT NAME / GROUP NUMBER:

<b>INSTRUCTIONS.</b>									
The following are research course-work linked to the course content and tasks outline in the assignment brief. Only students whose names are included on the cover page of this group submission should be awarded a grade.									
<b>Students' work MUST meet all the criteria below to obtain minimum of a Pass to avoid re-sitting (referred)</b>									
				<b>ACHIEVED</b>					
<b>AC 3.4. Analyse variances from budgeted and actual figures, offering suggestions for appropriate future management action</b>				<b>YES</b>	<b>NO</b>				
i) Provide a sample of a business budget. What is the purpose of the business budget? And what are the types of budgets?									
ii) What is budget variance? What is the role of budget variance analysis in business? And how do you calculate variances in business?									
iii) How do you know if a variance is favorable or unfavorable? Give four examples of budget variances in the business operations.									
iv) Analyse the impact that variances from budgeted and actual figures will likely have on the finances of the business.									
v) Analyse how the financial manager may plan for the budget variances identified.									
<b>THE STUDENTS work must:</b>									
1. Show grasp of the subject content (sufficient breadth and knowledge in the course content areas)									
2. Apply the course contents appropriately to the task/context/case study for application									
3. Ability to think critically (e.g. interpret the requirements in the task correctly   identify limitations   discuss   compare outcomes or similarities   make judgements   reason through the task with understanding of the nuances of the subject area etc.)									
4. Provide evidence of adequate research. That is, referencing the ideas presented through-out the work.									
5. Demonstrate acceptable level of proficiency in writing and discourse for college-level.									
6. Submit a Plagiarism Report with all assignment showing no higher than 11%.									
7. Include a reference page									
8. Be neat and professionally present									
<b>Score Awarded By Marker</b>				<b>REFERRED</b>	<b>PASS</b>	<b>MERIT</b>	<b>DISTINCTION</b>		

# UNIT 14 HIGHER GRADE CRITERIA

**NAME OF STUDENT / GROUP NUMBER:** \_\_\_\_\_

**FOR MERIT GRADE:** the **PASS Criteria Were Achieved** and in addition:

The student/s work demonstrated:	<b>ACHIEVED</b>	
	<b>YES</b>	<b>NO</b>
1. Content mastery, persuasive merit, evidence of language mastery, grammar, and mechanics.		
2. That it is not being merely descriptive; but analyses and synthesises the material to build arguments that produce a coherent document that demonstrates learning, application, and understanding.		
<b>The Student Is Awarded A:    MERIT</b>		

**FOR DISTINCTION GRADE:** the **PASS And Merit Criteria Were Achieved** and in addition:

The student/s work:	<b>ACHIEVED</b>	
	<b>YES</b>	<b>NO</b>
3. Link relevant academic theory to the findings and/or case specific examples, illustrations or scenarios in order to solve problems by recognizing the problem and reviewing information about the problem; developing plausible solutions; and evaluating results.		
<b>The Student Is Awarded A:    DISTINCTION</b>		

## LO 3. BE ABLE TO EVALUATE BUSINESS ACCOUNTS

STUDENT NAME:

### First Marker's Feedback And Feedforward To The Students

TERM-PAPER. Please identify the specific task with the feedback providing e.g. AC 1.1., P1 etc.

Marker's Signature:

Date:

### Marker 2. Verifier's Feedback On Marker's Assessment Of Work

Marker's Signature:

Date:

# TERM PAPER REQUIREMENTS

NAME OF STUDENT/ INDIVIDUAL PAPERS:

DATE:

Learning Outcome	Students Must Meet ALL The Following Requirements For PASS Grade	ACHIEVED	
		YES	NO
LO 3:  Be able to evaluate business accounts	<b>AC 3.1. Assess the source and structure of the trial balance</b>		
	a) Provide a sample of a trial balance used by the business for the period.		
	b) Assess the source and structure of the trial balance provided.		
	<b>AC 3.3. Discuss the process and purpose of budgetary control</b>		
	<b>THE STUDENT'S REPORT SHOULD:</b>		
	4. Show grasp of the subject content (sufficient breadth and knowledge in the course content areas)		
	5. Apply the course contents appropriately to the task/context/case study for application		
	6. Ability to think critically (e.g. interpret the requirements in the task correctly   identify limitations  discuss   compare outcomes or similarities   make judgements   reason through the task with understanding of the nuances of the subject area etc.)		
	7. Provide evidence of adequate research. That is, referencing the ideas presented through-out the work.		
	8. Using Harvard Referencing Style correctly.		
	9. Demonstrate acceptable level of proficiency in writing and discourse for college-level.		
	10. Submit a Plagiarism Report with all assignment showing no higher than 11%.		
	11. Include a reference page		
	12. Be neat and professionally present		
<b>The Student Is Awarded A:   PASS Grade   MERIT Grade   DISTINCTION Grade</b>			
<b>DATE:</b>			
Signature Of Lecturer			

# UNIT 14 TERM PAPER: HIGHER GRADE CRITERIA

**NAME OF STUDENT / GROUP NUMBER:** \_\_\_\_\_

**FOR MERIT GRADE:** the **PASS Criteria Were Achieved** and in addition:

The student/s work demonstrated:	<b>ACHIEVED</b>	
	<b>YES</b>	<b>NO</b>
1. Content mastery, persuasive merit, evidence of language mastery, grammar and mechanics.		
2. That it is not being merely descriptive; but analyses and synthesises the material to build arguments that produce a coherent document that demonstrates learning, application, and understanding.		
<b>The Student Is Awarded A: MERIT</b>		

**FOR DISTINCTION GRADE:** the **PASS And Merit Criteria Were Achieved** and in addition:

The student/s work:	<b>ACHIEVED</b>	
	<b>YES</b>	<b>NO</b>
3. Link relevant academic theory to the findings and/or case specific examples, illustrations or scenarios in order to solve problems by recognizing the problem and reviewing information about the problem; developing plausible solutions; and evaluating results.		
<b>The Student Is Awarded A: DISTINCTION</b>		

## LO 3. BE ABLE TO EVALUATE BUSINESS ACCOUNTS

STUDENT NAME:

### First Marker's Feedback And Feedforward To The Students

TERM-PAPER. Please identify the specific task with the feedback providing e.g. AC 1.1., P1 etc.

Marker's Signature:

Date:

### Marker 2. Verifier's Feedback On Marker's Assessment Of Work

Marker's Signature:

Date: