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| ACCOUNTING.AAB AY19/20 Professional/Soft Skills   |
|  | Course: ACCT2050Assessment: “read the directions for full credit” Benchmark: 100%Faculty: AdkinsSemester: Fall semester | Course: ACCT1090Assessment: on-time submission of workBenchmark: 75% of all assignments will be on-timeFaculty: Adkins Semester: Spring semester | Course: ACCT2092 and ACCT2095Assessment: Professional dress on final projectBenchmark: 100%Faculty: AdkinsSemester: Spring semester | **Comments/Analysis** |
| **Self -Motivation** | √ |  |  | This soft skill will be assessed by using the exams in ACCT2050 Governmental Accounting. Students are to write in complete sentences on a specific questions (not give a list) to earn full credit.  |
| **Timeliness**  |  | √ |  | This soft skill will be assessed in ACCT1090 Certified Bookkeeper Prep, an online course. The number of late assignments will be counted. Heavy point penalties are assessed for late work to give incentive to be on-time. Reminders will be given to help students to remember due dates.  |
| **Professional Dress** |  |  | √ | This soft skill will be assessed in ACCT2095 Cooperative Work Experience and ACCT2092 Accounting Capstone. Both classes require “professional dress” for their final presentation (defined as business casual). |
| **Conflict Resolution** |  |  |  |
| **Teamwork** |  |  |  |
| **Integrity** |  |  |  |
| **Persistence** |  |  |  |
| **Initiative**  |  |  |  |
| **Reliability**   |  |  |  |
| **Lifelong Learning** |  |  |  |
| **Attitude** |  |  |  |
| **Reflective Listening**  |  |  |  |