



## **CAREER CLUSTER**

Finance

## **INSTRUCTIONAL AREA**

Financial Analysis

# **FINANCIAL SERVICES TEAM DECISION MAKING EVENT**

## **PARTICIPANT INSTRUCTIONS**

- The event will be presented to you through your reading of the 21<sup>st</sup> Century Skills, Performance Indicators and Case Study Situation. You will have up to 30 minutes to review this information and prepare your presentation. You may make notes to use during your presentation.
- You will have up to 15 minutes to make your presentation to the judge (you may have more than one judge). All members of the team must participate in the presentation, as well as answer any questions.
- You will be evaluated on how well you demonstrate the 21<sup>st</sup> Century Skills and meet the performance indicators of this event.
- Turn in all of your notes and event materials when you have completed the event.

## **21<sup>st</sup> CENTURY SKILLS**

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- Critical Thinking – Reason effectively and use systems thinking.
- Problem Solving – Make judgments and decisions and solve problems.
- Communication and Collaboration – Communicate clearly and show evidence of collaboration.
- Creativity and Innovation – Show evidence of creativity.

## **PERFORMANCE INDICATORS**

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- Explain the responsibilities of finance professionals in providing client services.
- Explain the need to save and invest.
- Set financial goals.
- Discuss options for financing a college education.
- Explain the purposes and importance of credit.
- Determine insurance needs.
- Organize information.

## **CASE STUDY SITUATION**

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You are to assume the roles of financial advisors meeting with a new client (judge). The client (judge) wants you to explain financial responsibilities that should be of concern at this stage in life.

The client you are meeting with (judge) is a high school senior who wants to understand the financial concerns of a young person soon going off to college. The client (judge) has a part time job and has been able to save half of each paycheck in a savings account. In anticipation of college needs, the client (judge) has applied for a credit card and was approved with a \$2,500 credit limit. The client (judge) will live in the dorms freshman year but wants to move to an off-campus apartment for sophomore year. The client (judge) will need to purchase a vehicle sophomore year for transportation to campus.

The client (judge) wants your team to discuss:

- The need to save and invest
- Financial goals for a student
- Options for financing a college education
- Purposes and importance of credit and risks of a credit card
- Possible insurance needs

You will present the information to the client (judge) in a meeting to take place in your office. The client (judge) will begin the meeting by greeting you and asking to hear the information. After you have presented your ideas and have answered the client's (judge's) questions, the client (judge) will conclude the meeting by thanking you for your work.

## JUDGE INSTRUCTIONS

### **DIRECTIONS, PROCEDURES AND JUDGE ROLE**

In preparation for this event, you should review the following information with your event manager and other judges:

1. Participant Instructions, 21<sup>st</sup> Century Skills and Performance Indicators
2. Case Study Situation
3. Judge Characterization

Allow the participants to present their ideas without interruption, unless you are asked to respond. Participants may conduct a slightly different type of meeting and/or discussion with you each time; however, it is important that the information you provide and the questions you ask be uniform for every participant team.

4. Judge Evaluation Instructions and Judge Evaluation Form  
Please use a critical and consistent eye in rating each participant team.

### **JUDGE CHARACTERIZATION**

You are to assume the role of a new client meeting with financial advisors (participant team). You want the financial advisors (participant team) to explain financial responsibilities that should be of concern at this stage in your life.

You are a high school senior who wants to understand the financial concerns of a young person soon going off to college. You have a part time job and have been able to save half of each paycheck in a savings account. In anticipation of college needs, you have applied for a credit card and were approved with a \$2,500 credit limit. You will live in the dorms freshman year but want to move to an off-campus apartment for sophomore year. You will need to purchase a vehicle sophomore year for transportation to campus.

You want the financial advisors (participant team) to discuss:

- The need to save and invest
- Financial goals for a student
- Options for financing a college education
- Purposes and importance of credit and risks of a credit card
- Possible insurance needs

The participant team will present information to you in a role-play to take place at their office. You will begin the role-play by greeting the participant team and asking to hear the information.

During the course of the role-play, you are to ask the following questions of each participant team:

1. What other expenses will I have once I move out of the dorms and into an apartment?
2. How can I reduce those expenses?

Once the financial advisors (participant team) have presented information and has answered your questions, you will conclude the role-play by thanking the financial advisors (participant team) for the work.

You are not to make any comments after the event is over except to thank the participant.

## EVALUATION INSTRUCTIONS

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The participants are to be evaluated on their ability to perform the specific performance indicators stated on the cover sheet of this event and restated on the Judge's Evaluation Form. Although you may see other performance indicators demonstrated by the participants, those listed in the Performance Indicators section are the critical ones you are measuring for this particular event. The maximum score for the evaluation is 100 points. The presentation will be weighted twice (2 times) the value of the exam scores.

### Evaluation Form Interpretation

The evaluation levels listed below and the evaluation rating procedures should be discussed thoroughly with your event director and the other judges to ensure complete and common understanding for judging consistency.

Level of Evaluation	Interpretation Level
Exceeds Expectations	Participants demonstrated the performance indicator in an extremely professional manner; greatly exceeds business standards; would rank in the top 10% of business personnel performing this performance indicator.
Meets Expectations	Participants demonstrated the performance indicator in an acceptable and effective manner; meets at least minimal business standards; there would be no need for additional formalized training at this time; would rank in the 70-89 <sup>th</sup> percentile of business personnel performing this performance indicator.
Below Expectations	Participants demonstrated the performance indicator with limited effectiveness; performance generally fell below minimal business standards; additional training would be required to improve knowledge, attitude and/or skills; would rank in the 50-69 <sup>th</sup> percentile of business personnel performing this performance indicator.
Little/No Value	Participants demonstrated the performance indicator with little or no effectiveness; a great deal of formal training would be needed immediately; perhaps the participants should seek other employment; would rank in the 0-49 <sup>th</sup> percentile of business personnel performing this performance indicator.



## FINANCIAL SERVICES TEAM DECISION MAKING 2025

### JUDGE'S EVALUATION FORM ASSOCIATION EVENT 2

### INSTRUCTIONAL AREA: Financial Analysis

Participant: \_\_\_\_\_

Participant: \_\_\_\_\_

ID Number: \_\_\_\_\_

Did the participant team:		Little/No Value	Below Expectations	Meets Expectations	Exceeds Expectations	Judged Score
<b>PERFORMANCE INDICATORS</b>						
1.	Explain the responsibilities of finance professionals in providing client services?	0-1-2-3	4-5-6	7-8	9-10	
2.	Explain the need to save and invest?	0-1-2-3	4-5-6	7-8	9-10	
3.	Set financial goals?	0-1-2-3	4-5-6	7-8	9-10	
4.	Discuss options for financing a college education?	0-1-2-3	4-5-6	7-8	9-10	
5.	Explain the purposes and importance of credit?	0-1-2-3	4-5-6	7-8	9-10	
6.	Determine insurance needs?	0-1-2-3	4-5-6	7-8	9-10	
7.	Organize information?	0-1-2-3	4-5-6	7-8	9-10	
<b>21<sup>st</sup> CENTURY SKILLS</b>						
8.	Reason effectively and use systems thinking?	0-1	2-3	4	5-6	
9.	Make judgments and decisions, and solve problems?	0-1	2-3	4	5-6	
10.	Communicate clearly and show evidence of collaboration?	0-1	2-3	4	5-6	
11.	Show evidence of creativity?	0-1	2-3	4	5-6	
12.	Overall impression and responses to the judge's questions	0-1	2-3	4	5-6	
<b>TOTAL SCORE</b>						