

**Directions:**

Evaluate the student by checking the appropriate number or letter to indicate the degree of competency. The rating for each task should reflect **employability readiness** rather than the grades given in class.

**Rating Scale:**

- 3 Mastered** – can work independently with no supervision
- 2 Requires Supervision** – can perform job completely with limited supervision
- 1 Not Mastered** – requires instruction and close supervision
- N No Exposure** – no experience or knowledge in this area

3	2	1	N	
				<b>The student has mastered the related competencies of Agricultural Science I and II.</b>

3	2	1	N	<b>A. Economic Principles in Agriculture</b>	<b>Notes:</b>
				1. Determine the point of maximum profit	
				2. Determine the fixed and variable costs of production and use the fixed/variable concepts in making business decisions	
				3. Determine when substitution is desirable and what is the most profitable level of substitution	
				4. Determine the opportunity cost of choosing various business alternatives	
				5. Determine the resulting change in price of commodities when shifts in supply and demand take place	
				6. Determine the effects of the time value of money on business investments and decisions	
				Unit: Demonstrate their understanding of basic economic principles by producing and presenting a short lesson on a principle and identifying examples that illustrate that principle.	
				Other:	

3	2	1	N	<b>B. Business Management</b>	<b>Notes:</b>
				1. Compare the different business structures for agricultural businesses	
				2. Identify the steps in buying land	
				3. Explain the factors involved in starting an agricultural business	
				4. Identify and describe key components of contracts	
				5. Explain the importance of business procedures	
				6. Explain the importance of agribusiness records	
				7. Describe how to manage inventory and determine selling price	
				8. Explain how to handle customer transactions	
				9. Prepare a sales ticket	
				10. Describe the proper procedures for handling customer credit in a business	
				11. Explain factors that should be considered before securing a loan	

				12. Complete a financial analysis of a business	
				13. Explain business practices that will maximize after-tax income	
				14. Calculate the depreciation of an investment	
				15. Identify methods of reducing risk in a business	
				16. Explain the types of insurance needs of an agricultural business	
				17. Identify several cooperating agencies and services available	
				Unit: Demonstrate an understanding of agricultural business management by delivering an oral report and leading a class discussion on one of the 17 factors of business management covered in Unit II.	
				Other:	

3	2	1	N	C. Planning the Farm Business	Notes:
				1. Identify appropriate goal-setting activities that could be used for a farm business	
				2. Determine the present use of resources for a farm business	
				3. Explain the principles of planning a cropping system and be able to revise the cropping system of the case farm	
				4. Calculate machinery needs	
				5. Plan a profitable livestock system	
				6. Plan for the labor needs of a farm business	
				7. Determine the amount of capital needed for the farm business	
				8. Estimate farm business cash income and profitability	
				9. Revise a farm plan	
				Unit: Demonstrate their understanding of farm business principles by applying those principles to the planning and operation of an actual business enterprise.	
				Other:	

3	2	1	N	D. Operating the Agricultural Business	Notes:
				1. Explain the role of the employee	
				2. Explain the need for effective communication skills in an agricultural business	
				3. Identify skills needed for a successful career in agricultural sales	
				4. Describe the use of promotion in agriculture	
				5. Explain the appropriate use of agricultural displays	
				Unit: Demonstrate an understanding of the promotional aspects of running an agricultural business by designing either a promotional display for their supervised agricultural experience (SAE) or a sales display for a local business.	

3	2	1	N	<b>E. Leadership and Personal Development for Advanced Students</b>	<b>Notes:</b>
				1. Develop a resume and complete a job application	
				2. Develop a plan for finding a job	
				3. Describe how to apply and interview for a job	
				4. Describe the characteristics needed to develop desirable personal and social skills	
				5. Describe the importance and process of developing better human relationships	
				Unit: Explore a career area by investigating entry-level job opportunities at a local agricultural business and writing a résumé and letter of application for a position.	
				Other:	

3	2	1	N	<b>D. Using the <i>Missouri Agricultural Record Book for Secondary Students</i></b>	<b>Notes:</b>
				1. Complete forms needed to open the Missouri Agricultural Record Book for Secondary Students	
				2. Complete a budget for the SAE program	
				3. Complete inventory and financial statement forms for the Missouri Agricultural Record Book for Secondary Students	
				4. Complete receipt and expenditure forms in the Missouri Agricultural Record Book for Secondary Students	
				5. Complete additional forms in the Missouri Agricultural Record Book for Secondary Students	
				Unit: Demonstrate the ability to use selected forms in the <i>Missouri Agricultural Record Book for Secondary Students</i> by using a list of sample entries to complete the applicable forms in the book.	
				Other:	