

## Indiana CPA Society – 2009 Case Study Guidelines

### Objective of the Case

To challenge the students with a practical project that requires them to use their knowledge, skills, and judgment in determining \_\_\_\_\_ **TBD** \_\_\_\_\_.

### Process Guidelines:

1. Any questions or requests for information by the case study team can be sent to Ali Paul, Public Relations & Career Awareness Associate at [apaul@incpas.org](mailto:apaul@incpas.org), during the first week of the case study.
2. The case study team can contact **TBD** from Sept. 18-28, 2009 with questions regarding the written case.
3. The written portion of the case has no minimum or maximum page restrictions, however the case should contain an executive summary (two to five pages) that outlines the case study team's thought process and findings and any exhibits that the team plans to use to support its points.
4. Some assumptions will need to be made throughout the case. Please be sure that your team documents those assumptions appropriately within the case.
5. The oral presentation of the case study team recommendation shall last 15-20 minutes with a five to 10-minute question-and-answer session. All team members must speak during the oral presentation.
6. Teams shall consist of four individuals at the undergraduate level but the students don't have to be accounting majors.
7. Faculty Advisors may provide guidance to teams through team meetings, review of written materials for editing prior to submitting the written case to INCPAS, and encouragement to teams throughout the process. This case study competition has been developed for the **students**, and therefore the educator's role should be one that offers recommendation, guidance and support only.
8. Timetable:
  - Sept. 17: Entry deadline
  - Sept. 18: Cases e-mailed to schools
  - Sept. 28: Cases due to INCPAS
  - Oct. 9: Finalists announced
  - Oct. 16: Oral Competition in Indianapolis

All correspondence during the case study competition should be done via e-mail.