



# Skills Gap Analysis

## Performance Report

**Client Name:** Sylvana Lalla  
**Participant Name:** Lalla, Sylvana  
**Module Tested:** Accountant  
**Date Taken:** Wednesday, November 10, 2004

### 1. Numeracy Skills - Advanced

		Skills Index	% Result
1.1	Addition	0	0 %
1.2	Subtraction	0	0 %
1.3	Multiplication	5	50 %
1.4	Division	2.5	25 %
1.5	Combination	3.3	33.33 %
1.6	Algebra	2.9	28.57 %
1.7	Logic	1.7	16.67 %
<b>TOTAL</b>		2.7	26.67%

### 2. Communication and Literacy Skills - Advanced

		Skills Index	% Result
2.1	Spelling	5	50 %
2.2	Comprehension	1	10 %
2.3	Word Association	5	50 %
<b>TOTAL</b>		3.7	36.67%

### 3. Core Competencies - Advanced

		Skills Index	% Result
3.1	AR	5	50 %
3.2	AP	0	0 %
3.3	Payroll	0	0 %
3.4	Account Classifications	5	50 %
3.5	Account Coding	2.5	25 %
3.6	Journals	0	0 %
3.7	Spreadsheets	6	60 %
3.8	PAYG, Payroll Tax, etc	0	0 %
3.9	BAS Returns, FBT	3.3	33.33 %
3.10	General Ledger Recs	3.3	33.33 %
3.11	Trial Balance	2.5	25 %
3.12	Profit & Loss	5	50 %
3.13	Profit & Loss Case Studies	0	0 %
3.14	Balance Sheet	0	0 %
3.15	Balance Sheet Case Studies	5	50 %
3.16	Cash Flow Reporting	6.7	66.67 %
3.17	Cash Flow Case Studies	0	0 %
3.18	Budgets	0	0 %
3.19	Budgets Case Studies	0	0 %
3.20	Ratio Analysis	0	0 %
3.21	Ratio Analysis Case Studies	0	0 %
3.22	KPI's	0	0 %
3.23	KPIs Case Studies	0	0 %
3.24	Foreign Exchange	0	0 %
<b>TOTAL</b>		2.3	22.73%

We recommend that the participant achieve a minimum score of 7.0 (70%) or greater in each of the skills areas which indicates proficiency in the area being tested. This final report is not meant to indicate a pass or fail. Generally a score lower than 7.0 (70%) would indicate that further training is required.

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