

ACG2021: Final Project part 2

Formal Memo

Instructions:

At Google or your favorite browser, enter AnnualReports.com

Scroll down and select "View All Featured Companies"

Select a company

Select Annual Report

Download the Annual Report and save it to your computer.

From the Annual Report, locate the Inventory Method used by the company and the Depreciation method (usually found in the Notes to the Consolidated Financial Statements). From the financial statements identify Inventory balance(s) and the Depreciation Expense balance(s) for the period.

Assignment Requirements:

In your memo, provide the following information:

- Name of the company you selected.
- The period stated in the annual report.
- The inventory method used by the selected company. Describe the advantages and disadvantages to the company because it uses this inventory method.
- The inventory amount and where it was located.
- The depreciation method used by your company. Describe the advantages and disadvantages to the company because it uses this depreciation method.
- The depreciation expense for the period and where it was located.

Your Business Memo needs to be written in a professional format per Purdue Owl (<https://owl.english.purdue.edu/owl/resource/590/03/>). This memo should be 350-400 words.

Upload the Business Memo to the Assignment Box AND, a Screen Shot of the specific information from the annual report verifying information presented above.