

SYLLABUS – SPRING 2016
ACCT 258Z COMPUTER & ACCOUNTING INFORMATION SYSTEMS

COURSE TIME: Tuesday 6:30PM-9:30PM
INSTRUCTOR: MICHAEL J. KLATCHAK
HOME: (610) 262-6276 **Do not call after 10:00PM**
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OFFICE HOURS: One half hour before or after class or by special appointment.

COURSE OBJECTIVE: Accounting information systems generally lie at the foundation of an organization's entity-wide information systems. In this course, the intent is to provide you with the basic background and tools that will allow you to facilitate and/or assess the evolution of contemporary accounting information systems. This course will pursue a solid understanding of (1) the process by which effective systems are designed and developed, (2) the key components of an effective entity-wide internal control system, (3) the process by which efficient database design can be used to improve accounting information flow, and (4) the contemporary issues involved in providing assurance services for systems and database reliability.

COURSE GRADING:	Exam 1	25%
	Exam 2	25%
	Team SAP (Special Assignment Projects)	25%
	Final Exam	<u>25%</u>
	Total	100%

TEAM ASSIGNMENTS: You will need to form a team of 3-5 students each to complete the special assignment projects (SAP). Please have your completed team name and members to the instructor no later than the second class which would be Tuesday, 01/27/2015.

GRADING SCALE:

94& above: A; 90 - 93: A-; 87 – 89: B+; 84 – 86: B; 80 - 83: B-; 77 – 79: C+; 74 – 76: C; 70 – 73: C-; 60-69: D; <60: F

HOMEWORK: All SAP projects are due on the dates as assigned and are worth 30 points each. Projects (SAP) turned in late will have 1 point deducted for each day it is late. If you know that you will have a conflict in turning homework in on time, it is **your responsibility** to clear it with the instructor so late points will not be deducted. All students are expected to adhere to the college policy on academic honesty as outlined in the Student Handbook accessible on the Moravian Web Page. In particular, you must **do your own work** for anything to be handed in and graded. It is O.K. to ask/work with other people, however, you must type your own solution to each problem/exercise except as noted in the individual projects. **Team projects (SAP) must be typed and include the date and names of group members and are worth a maximum of 30 points each.** **Cell phones are not to be used during class meeting times.** However, if you are expecting an emergency call please let the instructor know and place you phone on vibrate and take the call outside of the class room.

Students who wish to request accommodations in this class for a disability should contact the Academic Support Center, located in the lower level of Monocacy Hall, or by calling 610-861-1401 or emailing disabilitysupport@moravian.edu. Accommodations cannot be provided until authorization is received from the Academic Support Center.

TEXT BOOKS: Ulric J. Gelinas, Jr., Richard B. Dull and Patrick R. Wheeler. *Accounting Information Systems, 10th Edition*, South Western, a part of Cengage Learning, 2015, 2012. ISBN 978-1-133-93594-0. You may also use the 9th edition.

Please note that this is a tentative syllabus and is subject to change as the course progresses through the semester.

Week 1 (01/19): Chapter 1, Introduction to Accounting Information Systems (AIS) Pages 2-29. Home work to review for next class: discussion questions 1-1, 1-6, and 1-10 on pages 30 and problem SP1-1 on page 30-31. Assign teams on Tuesday, 01/26/2016.

Week 2 (01/26): Chapter 2, Enterprise Systems Pages 33- 59. Assign teams and complete DQ2-5 on page 59 using your experience in the registration process by breaking into teams - class time will be used to complete this first trial project.

Week 3 (02/02): Chapter 3, Electronic Business (E-Business) Systems, pages 62-95 and complete first Class Team assignment. Team assignment 1: complete problem P 3-1, a, b, c, and d on page 98. Class time is available on 02/02 and problem is due on 02/09. Be prepared as teams to present and discuss your results in the beginning of class. Include a shopping cart in your results and provide one printed output with a title page of you team members/class for the instructor.

Week 4 (02/09): Class team discussions on problem 3-1 and Chapter 4 Documenting Information Systems Pages 100-131. Team assignment 2: read the Short Problem (SP4-1) case on Cornick, Inc. (page 133) and complete problems 4-1 a, b; 4-2 and 4-3 part a, b. Problems are due next class for presentation and discussion next class.

Week 5 (02/16): Class team discussions and Chapter 5, Database Management Systems Pages 140-178. Team assignment 3 is to complete a relational database using Microsoft Access, and complete problems 5-1 and 5-2 on page 181-182. Enter a minimum of 20 test records and make sure your team members are entered as part of the records for this database. We will use class time on 02/29 to complete the problem. Review for exam on chapters 1-4.

Week 6 (02/23): EXAM 1 chapters 1-4. MIDTERM is Friday, 02/26/2016.

Week 7 (03/01): Review Exam and Complete problems 5-1 and 5-2 if necessary and Start Chapter 6 Relational Databases and SQL, pages 188-214. Team assignment 4 is to complete Problems 6-3 and create a billing report for Fleet Services and a training time report using Microsoft Access on page 218. We will use class time to complete the assignment that is due on 03/15.

Week 8 (03/08): NO CLASS Fall Recess.

Week 9 (03/15): Complete team assignment 4 and start Chapter 7 Controlling Information Systems: Enterprise Risk Management and Internal Control pages 222-254. Complete the review questions on page 254-255 to discuss the chapter in class.

Week 10 (03/22): Start the Business Process section of the book Chapter 10, The Order Entry/Sales (OE/S) Process pages 356-392 and chapter 11 The Billing/Accounts Receivable/Cash Receipts (B/AR/CR) Process pages 403-437. Team assignment 5 is to complete Problem 11-4 page 445-447. Complete the problem next class after the exam. We will review for an exam to be given on 03/29/16 chapters 5, 6, & 7.

Week 11 (03/29): EXAM 2 chapters 5, 6, & 7. 11/06/2015--Last day to withdraw with W.

Week 12 (04/05): Review Exam and Complete and Discuss Team assignment 5.

Week 13 (04/12): Chapters 12, The Purchasing Process pages 451 – 486 and 13, The Accounts Payable/Cash Disbursements (AP/CD) Process pages 496-525.

Week 14 (04/19): Chapter 16, The General Ledger and Business Reporting (GL/BR) process pages 614-637.

Week 15 (04/26): Review for Final Exam.

Week 16 (05/03): FINAL EXAM.