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**GRANDE PRAIRIE REGIONAL COLLEGE
BUSINESS ADMINISTRATION
COURSE OUTLINE
FALL 1994**

BA 2620 A2 - ACCOUNTING INFORMATION SYSTEMS 5(3-2)

REQUIRED TEXTS: Accounting Information Systems; Bookholdt, Third Edition, Irwin.

Computerized Accounting with Bedford; Fuhrman & Buck, Prentice Hall.

ACCPAC Plus - A User's Guide; Zwicker; Blue Sky Publishing.

PREREQUISITE: BA1110/1120 and BA1150 or consent of the instructor.

COURSE DESCRIPTION: This course shows you how to develop computer based accounting information systems and how such information systems support decision making at all levels of accounting.

COURSE OBJECTIVES: The role of computer based information systems for management and accounting is examined to give the student an understanding of the current environment and future trends.

Topics such as systems planning and design, databases, audit and control are examined through the use of computer based research cases and projects.

To meet the requirements of professional accounting organizations by providing hands-on practical experience with the use of popular accounting applications programs.

GRADING:	Final Exam	35%
	Mid-Term Exam	25%
	Hand in Assignments	40%

ASSIGNMENT POLICY: Assignments will be due at the beginning of class on the due date. Late assignments will be penalized 25% per day.

ATTENDANCE POLICY: Students are expected to attend all classes on a regular basis.

**COURSE
CONTENT:**

Major topics are outlined in the lesson notes and other recommended materials will be covered on a continuing basis. Course assignments will involve hands-on use of the microcomputers and problems and cases from the text.

The labs will involve the study and hands-on use of accounting application programs.

Students are encouraged to discuss this course with the instructor at any time.

MAJOR TOPICS

Chapter

Overview

2. Responsibility Accounting System
3. Systems Concepts
4. Systems Tools Systems Development Methodologies
5. Systems Development Processes Technology of Accounting Systems
6. Systems Analysis
7. Systems Design
8. System Implementation and Operation
9. Computer Hardware and Software
10. Data Storage and Processing Methods Controls
11. File Processing Methods
13. Internal Control Structure
14. Systems Controls Processing Accounting Transactions
17. Accounting Transaction Cycles
18. Revenue Cycle Applications
19. Expenditure Cycle Applications
20. Conversion Cycle Applications
21. Financial Cycles Applications

**COMPUTER
APPLICATIONS:**

1. BEDFORD ACCOUNTING (6 weeks)
Modules: General, Accounts Payable, Accounts Receivable, Payroll, Inventory, Job Cost and System.
2. ACCPAC PLUS ACCOUNTING (6 weeks)
Modules: General, Accounts Payable*, Accounts Receivable*, and Financial Reporter.
3. SPECIALIZED APPLICATIONS (2 weeks)
 - Exporting and Importing Data
 - Customizing Financial Reports