

GRANDE PRAIRIE REGIONAL COLLEGE
Department of Computer Systems Technology
Course Outline

F92

CT 1130 - ACCOUNTING I 5(3-2)

- INSTRUCTOR:** Donna Friesen
- OFFICE:** C419
- PHONE:** 539-2788
- MATERIALS REQUIRED:** Text: Accounting: the Basis for Business Decisions; Meigs, Meigs - 6th Canadian Edition.
- Accounting Worksheets Group A Chapter 1-15 to accompany text.
- Calculator.
- MATERIALS RECOMMENDED:** Study Guide, to accompany text.
- PREREQUISITE:** Nil
- COURSE DESCRIPTION:** Introduction to basic accounting concepts, methods and procedures leading through the journal, ledger, worksheet to the preparation of financial statements, payroll, measuring and reporting of plant and equipment.
- COURSE OBJECTIVES:** Today's dynamic, competitive and continually changing business world has increased the requirement for the use of computers in the accounting system of many organizations. Computers are needed to keep track of financial activities and to summarize these activities in a manner that is useful to decision-makers both internal and external.
- The objectives of this course is to equip students with basic understanding of accounting so that they will be better prepared to work in a computerized accounting environment. Specific objectives are:
1. To introduce the basic accounting concepts.

2. To analyze, interpret, classify and relate accounting information in order to make better business decisions.
3. To understand the design requirements of financial software.

EVALUATION:	Assignments:	21%
	Quizzes:	10%
	Mid-term exam:	30%
	Final exam:	<u>39%</u>
		100%

FINAL GRADE: Conversion from percentages to stanines as follows:

90 - 100%	9	
80 - 89%	8	Excellent
72 - 79%	7	
65 - 71%	6	Good
57 - 64%	5	
50 - 56%	4	Pass
45 - 49%	3	Fail
26 - 44%	2	
0 - 25%	1	

COURSE CONTENT:

<u>Topic</u>	<u>Time Allotment (in weeks)</u>	<u>Text Chapters</u>
Introduction	.5	1
Financial Statements	4	1,2,3
Adjusting Entries	1.5	4
Cost of Goods Sold	1	5
Internal Control/ Computerized Accounting	1	6
Cash Management	.5	7
Current Assets	3	8,9
Fixed Assets/Intangible Assets	1.5	10

ASSIGNMENTS 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.