

FEB 18 1999

BCIT COURSE OUTLINE

FMGT 2710 JANUARY 1998

COMPUTER - BASED ACCOUNTING

Type and Purpose: A financial information system that is computer based and records the comprehensive accounting for a small firm.

Required by: second term Financial Management Technology students.

Instructors:

Name:	Office	e-mail	Local
Graham Hughes	SE6 - 318	ghughes@BCIT.bc.ca	451-6841
Sandra Wagner			

Required Text: Working with Simply Accounting (version 5.0 for Windows)
by Zwicker and Paradis, Publishers - ITP Nelson

Prerequisites: Successful completion of all level 1 courses.

Learning Outcomes:

1. Be able to apply DOS skills and Windows functionality as they apply to the set-up, operation and maintenance of a simple, windows based accounting package.
2. Understand computer-based accounting in general and use Simply Accounting for Windows in particular.
3. Understand accounting principles as they apply to packaged accounting systems.
4. Complete applications using the following modules in Simply Accounting:
 - General Ledger
 - Accounts Receivable
 - Accounts Payable
 - Payroll
 - Inventory
5. Understand the shortcomings and limitations of Simply Accounting and other accounting packages and appreciate the situations where such packaged products can be implemented.

Teaching and Learning Approaches:

This is a lecture/lab course. Lectures will provide the background for computer lab work. Lab time will be used to complete assigned work, to get help with problems and for practical tests.

Assignments from the text will be completed on a weekly basis and be printed and submitted for grading.

Assessment Procedure:

Two major tests	(2 x 16 %)	32	%
Eight assignments	(8 x 6 %)	48	
Four quizzes	(4 x 5 %)	20	
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		100	%

Proposed Schedule: (assignments are due in the following week's lab class)

Session	Chapter	Topic	Assignment
January 4	2	Introduction - G/L	Asst #2
" 11	3	G/L & Adjustments	Asst #2 - DSR
" 18	4	Bank Reconciliation	Asst #1 - Jane Simpson
" 25	5	Accounts Receivable	Asst #2 - Sunset
February 1	6	Accts Rec. & Adjustments	Asst #2 - Sunset
" 8		TEST (chapters 2 - 6)	
" 15	9	Accts Payable & Adjustments	Asst #2 - Moonbeam
" 22	11	Payroll	Asst #3 - Johnson Roofing
March 1	12	Inventory	Asst #2 / #3
" 8		TEST (chapters 9 - 12)	

Emphasis will be placed on the timely submission of completed assignments: late work will not be accepted for grading.

Although cooperative learning is encouraged , individual submissions are required throughout this module. The Institute's policy regarding plagiarism will be strictly enforced. All assignments should have the student's name printed at the top of the page.