



MAR - 6 2000

**BRITISH COLUMBIA INSTITUTE OF TECHNOLOGY School of Business**

<b>COURSE OUTLINE FOR:</b> <b>Advanced Computer-based Accounting</b>	<b>DATE: March 2000</b> <b>FMGT 4750</b>
<b>TAUGHT BY:</b> Financial Management	
<b>TAUGHT TO:</b> Financial Management	
<b>Program:</b> Microfinancial Option <b>Option:</b> Sets D & G	

Hours/Week:		Total Hours:		Term/Level:	
Lecture:	1	10		4 4B	
Lab:	3	30			
Other:		Total Weeks: 10		Credits: 4	

<b>Instructor:</b>	Russ Curtis
<b>Office No.</b> SE6-333	Phone: 451-6756
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<b>Office Hours:</b> AS POSTED	

<b>Pre-requisites:</b> Successful completion of all Level 3 courses.
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<b>Course Description and Goals:</b> A Specialist module that introduces students to Great Plains Dynamics software and significant add-ons. The course has optional and selective Internships that aim to end in employment for selected students.
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<b>Required Text &amp; Tools:</b> Computerized Accounting Using Great Plains Dynamics. Reference Computerized Accounting Using Great Plains Dynamics. Instructions & Assignments Both texts authored by Arens & Ward. Published by Armond Dalton Publishers, Okemos, MI. First Edition, 1999.
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<b>Prior Learning Assessment Method:</b> Portfolio
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<b>Student Assessment:</b> All work assigned in this subject must be assembled into a Portfolio for grading at the end of term.	
Weekly assignments	50%
Term Project	25%
Portfolio	25%



## Course Learning Outcomes:

Upon successful completion of this subject, students will be able to:

- Navigate the principle features and functionality of Great Plains Dynamics, Version 5.0.
- Perform daily transaction processing
- Perform end-of-period routines
- Modify User Preferences to include both internal and external tasks
- Integrate the accounting software with a variety of external task and productivity tools
- Create and modify Reports
- Carry out Routines in each module of the software
- Perform customized workstation set-ups
- Design and prepare both daily and end-of-period reports
- Perform drill-down procedures from reports back to original transactions
- Write effective business reports based on information extracted from the system
- Present a report on mid-range accounting software developed from research using the Internet
- Work in industry (day release) using Dynamics software (Optional and selective)

Week	Coverage	Text	Lab Activity
1	Class/Course Introduction	Chapter 1	Dynamics Tutorial/Lessons
2	Working with System Manager	Chapter 2	Familiarization – all
3	Working with RM/SOP	Chapter 3	Practice – Customer transactions
4	Working with PM/POP	Chapter 3	Practice – Vendor transactions
5	Periodic Procedures	Chapter 4	Option A
6	Periodic Procedures	Chapter 4	Option A concluded
7	Using Dynamics with a large firm	Chapter 5	Complete all sample transactions
8	New Company Setup	Chapter 6	Complete up to Trial Balance
9	New Company Setup	Chapter 6	Process transactions & finish chapter
10	Presentations		Internet Projects



**Course Record:**

**Developed by:** R.Curtis **Date:** September, 1992  
**Instructor**

**Revised by:** R.Curtis **Date:** January, 2000  
**Instructor**

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Associate Dean**