

Syllabus

ACC 3180 003/5180 005: Accounting Information Systems

Winter 2018

Professor Sandy Williams

Class Time: Monday 6:30 – 9:20

Class Location: 223 Elliott Hall

Office Hours: Available Monday 5-6:30 at OU classroom 223 EH by appointment in person/ phone (586) 291-5804 Tuesday – Friday.

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Course Description

This course is designed to assist students in learning to design and develop computer applications to meet the needs of a variety of information customers. The course has a substantial hands-on component. At the completion of the course, students should have a broad view of the enabling technologies that will shape the accounting profession in the coming years. Cases include a set of database process applications, a set of control applications, and a set of applications involving the design of user interfaces. PR: (ACC 210) or (ACC 512 and MIS 524)

Required Materials

Accounting Information Systems, 13th Edition, Romney & Steinbart, ©2015, ISBN-13: 978-0-13-342853-7

ISBN-10 0-13-342853-2

MAKE SURE TO HAVE FOR THE FIRST DAY OF CLASS

<http://www.journalofaccountancy.com/>

Expected Results

At the end of the semester students should be able to:

1. Understand accounting as one of a variety of business processes.
2. Understand how accounting information supports other business processes and helps management control the results obtained in the other business processes.
3. Understand Access to create databases and to store and retrieve data for use by decision makers or other related tools.
4. Discuss, analyze, and diagram the uses of accounting information for the various user groups.
5. Design accounting information systems which will satisfy the decision making needs of a variety of user groups.

6. Understand how risk relates to organizational goals, how controls act to reduce risk, and how accounting and other business information and procedures are used to implement controls.
7. Analyze and evaluate general internal control strengths and weaknesses in given business contexts.

Methods of Instruction: Lectures, discussions, problem solving, computer lab exercises.

Official Notification Area: The course is listed on Moodle. You are responsible for looking for course changes, notifications, handouts, etc., on Moodle. You are responsible for maintaining a current email address in the OU email system. Messages mailed to your listed OU email account (e.g., griz@oakland.edu) serve as official notification for the purposes of this course and your evaluation in this course. Please note that Moodle will not keep an accurate total for the course and that the total cannot be turned off by me.

Academic Conduct: Plagiarism and cheating are serious offenses and may be punished by failure on exam, paper or project; failure in course; and or expulsion from the University. For more information refer to the "Academic Conduct" policy in the Student Handbook on the Oakland website.

Need for Assistance: If you have any condition, such as a physical or learning disability, which will make it difficult for you to carry out the work as I have outlined it, or which will require academic accommodations, please notify me as soon as possible.

Posting of Grades: Grades will be posted to Moodle as soon as is practical.

Cell Phones: Please turn off cell phones, Blackberries, and other personal communication devices during class.

Class Participation

Your participation grade will reflect your interaction with your peers in the in-class problems.

For good participation, students should

- Always be well prepared;
- ask insightful, penetrating questions;
- push the discussion to a higher, more sophisticated level;
- help us understand, in a constructive manner, why some of the arguments that have been voiced are flawed or incomplete.

Poor participation is when students

- rarely talk;

- sleep in class;
- skip classes;
- make irrelevant comments;
- are unprepared when they are called upon;
- arrive late;
- leave early.

Incompletes: An “Incomplete” grade can only be used in cases of severe hardship beyond the control of the student (e.g., hospitalization). ***It cannot be used to make up for inadequate performance.*** See OU catalog for policy and request procedure.

Attendance Policy: You are expected to have read all assignments and worked through all questions, exercises, problems and cases before attending class. Attendance at all class sessions is strongly encouraged. Your participation grade will reflect your interaction with your peers in the in-class problems. Lack of attendance will cause this component of your grade to suffer accordingly.

Late Assignments: 10% deduction per day late. No assignment will be accepted 5 days after due. You will receive a 0 for an assignment not submitted or submitted 5 days after due date.

Evaluation and Grading: Subject to change throughout semester

	Points Avail	% of Class
5 Discussion "Journal of Accountancy"	100	19%
Exam 1	70	13%
Exam 2	70	13%
Exam 3	70	13%
Excel Exercise	100	19%
Database exercise	60	12%
Participation/Attendance/Homework/Quizzes	50	10%
Total Points	520	100%

Grading expectations

“**Journal of Accountancy**” – a link to a journal will be provided through Moodle the expectation is to write a 4-6 sentence on your thoughts. Does it apply to your current work situation, have you had experience or examples, do you agree or disagree with the article. THEN provide feedback/comment to at least 1 student. This is all done on-line. Please post your initial response by Thursday of the week due and student comments by Sunday.

Quizzes will include T/F and/or M/C on the chapters listed on Moodle/Syllabus

Database Exercise – Data will be provided in excel you will import into an Access database and understand how field's tables relate. You will upload your access database through Moodle

Excel Exercise – Data will be provided in excel in various tabs your will create links using vlookups, what-if statements, and pivot tables to analysis data. You will turn in the excel final product through Moodle.

Exams – various M/C, T/F, essay,

University Grading Scale

4.0	98-100
3.9	96-97.99
3.8	94-95.99
3.7	92-93.99
3.6	90-91.99
3.5	88.33-89.99
3.4	86.67-88.32
3.3	85.00-86.66
3.2	83.34-84.99
3.1	81.67-83.33
3.0	80-81.66
2.9	79-79.99
2.8	78-78.99
2.7	77-77.99
2.6	76-76.99
2.5	75-75.99
2.4	74-74.99
2.3	73-73.99
2.2	72-72.99
2.1	71-71.99
2.0	70-70.99
1.9	69-69.99
1.8	68-68.99
1.7	67-67.99
1.6	66-66.99
1.5	65-65.99
1.4	64-64.99
1.3	63-63.99
1.2	62-62.99
1.1	61-61.99
1.0	60-60.99
0	<60

Tentative schedule

****Subject to change****

****Moodle has ALL updates- Refer to daily** for upcoming homework and/or quiz details**

AIS 318/518 Williams Tentative Class Schedule January 8, 2018, April 23rd, 2018 **Subject to change please rely on Moodle for all updates**				
Date	Topic	Reading	Class Discussion/HW	Excel topics
8-Jan	Introduction to courses, AIS & An Overview of the Business Process	Chapters 1	SEE MOODLE for class details & homework	
15-Jan	No-Class		"Journal of Accountancy Discussion Week"	
22-Jan	An Overview of the Business Process; Systems Development & Documentation Techniques	Chapters 2 & 3		
29-Jan	Relational Databases – Introduction to Access/SQL	Chapter 4		
5-Feb	Relational Databases & Database Design & Implementing an REA Model	Continue chapter 4, Chapters 17, & 18	"Journal of Accountancy Discussion Week"	
12-Feb	Exam I			
19-Feb	Mid-Winter Break			
26-Feb	Understanding a working database using Microsoft Access		In-Class Exercises – Using Access to understand field, table relations, queries.	
5-Mar	Part II Introduction to Computer Fraud and Controls	Chapters 5-7	"Journal of Accountancy Discussion Week"	
12-Mar	Controls for Information Security, Auditing.	Chapters 8 & 11		
19-Mar	Exam II	Begin Part III Chapters 12 +		
26-Mar	Accounting Information Systems Application; <i>We will review sections the Revenue and Purchasing Cycles</i>	Chapters 12-14	"Journal of Accountancy Discussion Week"	
2-Apr	Accounting Information Systems Application – <i>We will review sections of the Production, GL and Reporting System</i>	Chapters 15-16, Chapter 22 partial	"Journal of Accountancy Discussion Week"	Using Excel as an analysis tool; Pivot tables, "What-if's", Controls,
9-Apr	Using Excel as a an analysis tool; Pivot tables, "What-if's", Controls, Continue Excel Discussion/Examples.		In-Class Exercise – Large volume of data will be provided to learn and use Excel as a powerful tool in analysis and auditing.	
16-Apr	Summing it up; system design, implementation. A CPA's role as a selection consultant		Review week prepping for exams	
23-Apr	Exam III	6:30 – 9:30 p.m.		