**JACKSON COLLEGE OFFICIAL COURSE OUTLINE**

**Course Information**

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| --- | --- | --- | --- | --- | --- |
| Course Prefix/Number  | ACC 250 | Credits | 3 | Title | Technology Applications for Accounting |
|  |  |  |  |  |  |
| Lecture/Discussion | 3 | hrs/semester |  | Lab | 0 | hrs/semester |  | Clinical | 0 | hrs/semester |

**Catalog Description and Pre- and Co-requisites (Must be the same as in the taxonomy and catalog)**

Today nearly all businesses rely on computer software to facilitate the accounting process and provide on demand financial information for effective decision making. Learn accounting software applications such as invoicing and working with customers, payables and working with vendors, month-end accounting and reports, as well as applications for inventory, banking and payroll. Web based software will be utilized in an online platform accessible to all users.

Pre-requisite course: ACC 216 Introductory Accounting or ACC 231 Principles of Accounting

**General Education Outcomes (GEOs) Addressed in this Course (if appropriate)**

 N/A

**Knowledge, Skills and Abilities Students Acquire from this Course (Educational Objectives)**

Students will gain the ability to complete typical accounting tasks using accounting software.

**Units/topics of Instruction**

Content includes:

* Vendors, Suppliers and Expenses
* Customers, Invoices and Sales
* Month-end and Reports
* Inventory
* New Company Setup
* Payroll
* Banking
* More complex applications with vendors, customers, month-end and reporting
* Jobs and Tracking
* Customization
* CQBU Exam preparation

**Instructional Techniques and Procedures**

Online video demonstrations, samples of completed entries and reports, online discussion, practice problems, case problems, quizzes, homework and projects

**Instructional Use of Computer or Other Technology**

There are no instructional technology needs anticipated for this class. Students needs to have a functional computer with internet access.

**Instructional Materials and Costs to Students**

Students will be required to purchase a textbook package including textbook and online homework system. Vendors being considered are Intuit, AccountingPod, Cengage and Paradigm. Estimated cost of text materials to students is $100-150.

**Skills and abilities students should bring to the course:**

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| --- | --- | --- | --- | --- | --- |
|  |  | a limited amount of material |  |  | basic, pre-algebraic problems |
| Able to read | **X** | an average amount of material | Able to compute | **X** | simple algebraic problems |
|  |  | an above average amount of material |  |  | higher order mathematical problems |
|  |  |  |  |  |  |
|  |  | relatively easy material |  | **X** | short compositions |
| Able to read | **X** | moderately difficult material | Able to write |  | medium length compositions |
|  |  | technical or sophisticated material |  |  | lengthy compositions |
|  |  |  |  |  |  |
|  | **X** | keyboard skills/familiar with computer |  |  |  |
| Able to use | **X** | computer application | Other necessary  | **X** | Skill in completing and understanding of the accounting cycle |
|  technology | **X** | web navigation |  Abilities |  |  |
|  |  |  |  |  |  |

**The course is usually scheduled:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  Day: |  | Fall |  | Winter |  | Spring | Evening: |  |  Fall |  | Winter |  | Spring |

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| --- | --- | --- | --- | --- | --- | --- |
|  Online: | **X** | Fall | **X** | Winter |  | Spring |

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| **Prepared by Suzanne Long** |  | **Date 10/29/2019** |
| **Approved by Dept. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  | **Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Approved by Dean \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  | **Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Approved by Curr. Comm. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  | **Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |