Motivate students to become more familiar with and more at easy using a worksheet and /or database to solve accounting and business problems

Provide students a means to investigate the underlying source documents that generate most financial accounting information using the QuickBooks pro as Accounting software.

REQUIRED MATERIALS

1. Romney, Marshall B. Accounting Information Systems / Marshall B. Romney, Paul John Steinbart - 12th ed.p.cm. Includes index.
   ISBN 978-0-13-255262-2
   2012- Person Education, Inc., Publishing as Prentice Hall.
2. Glenn Owen ,Using Excel and Access 2010 for Accounting , 3rd edition 2012 – South-Western , Congage Learning
   ISBN -10:1-111-53267-2
   ISBN-13:978-11-1153267 3
3.

timed and you can take them multiple times until you achieve the grade you are satisfied with. The average of all of your assessment grades will be included in your final grade.

Learning Modules will be available approximately every week over the course of the semester. You are expected to check PLATO on a regular basis (every two or three days) for new or changed course readings and assignments.

There will also be four online exams. These exams are timed and can only be taken once, but you will have a flexible exam window over which each student can select an exam time that best suits their schedule.

Exams and final grade:

Your final grade will be determined by your performance on the four exams .There will be three exams each covering 1/3 of the course material and one comprehensive final. The exam will consist of multiple choice questions, short exercises and long problem, preparing Excel templates for accounting applications, and create accounting application using MS Access database. Chapter Quizzes, the assessment average, class participation, (participation in the student lounge), and turned-in homework assignments.

ATTENDANCE and TEACHING APPROACH

You must have access to a computer. It should have high speed internet access. (The videos are almost impossible to download with a dial-up connection). If you do not have access or cannot get access to high speed internet you will be required to use the

You should plan on attending the orientation session previous to the start of class.
You need to know how to add attachments to e-mails and discussions within Plato.
You need to know Excel, Access and Word. You need to have access to these programs.
You should be able to download files and plug-ins (and install them) from the web if needed.
Know the basics about your operating system. I will not be teaching basic computer skills.
You should know and understand what you have for firewalls, pop up blockers, spam software and which browser you are using.