

University of Illinois at Chicago
ACTG 474 - ACCOUNTING INFORMATION SYSTEMS
COURSE SYLLABUS
Fall Semester 2006

INSTRUCTOR

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PREREQUISITES

IDS 100, ACTG 111 (ACTG 315 or concurrent registration in ACTG 315 is recommended)

TEXTBOOKS & MATERIALS

- a. Romney & Steinbart: *Accounting Information Systems*, Tenth Edition, Addison-Wesley, 2006
UIC CUSTOM VERSION: ISBN 0-536-986215 (RS in syllabus) Only available in UIC bookstore.
- b. Kieso, Arens & Ward: *Systems Understanding Aid for Financial Accounting*, Sixth Edition, Armond Dalton Publishers, Inc., 2006 (SUA in syllabus)
- c. Arens & Ward: *Computerized Accounting Using Microsoft Business Solutions - Great Plains*, Second Edition, Armond Dalton Publishers, Inc., 2006
- d. ACTG 474 course packet
- e. Free online study guide and practice quizzes for the Romney & Steinbart text are at:
www.prenhall.com/romney

COURSE DESCRIPTION

This course teaches conceptual, analytical and technical skills necessary to work efficiently and productively as an accountant in a computerized business information environment. We focus on:

- ? The integrated use of software suite components, E-mail and the Internet to add value to an organization's decision-making processes.
- ? The effect of information technology on accounting cycles and processes.
- ? Designing effective internal control systems.
- ? Using accounting software packages.
- ? Using the systems development lifecycle to build or acquire accounting information systems.

HOMEWORK POLICIES

Homework must be submitted according to specifications given in class, course packet and on the course web site. **NO ASSIGNMENTS MAY BE SUBMITTED HANDWRITTEN**; all must be wordprocessed in standard 12-point font or diagrammed using the appropriate software tools. On all assignments spelling errors and gross grammatical mistakes will result in point deductions. Written assignments will be submitted over the Actg 474 Blackboard site.

Homework assignments must be submitted by the due date and time for full credit. Late homework will be accepted for 50% credit up to one week late. **Exceptions will be made only upon prior request approved by the instructor.**

CLASSROOM POLICIES

Attendance

Late arrivals and early departures from class are disruptive and unwelcome. If you come to class late, especially in our computer lab sessions, you will frequently be too far behind to follow the remainder of the class and you will miss announcements, handouts and homework tips. If you are ill or have a family emergency contact me and make arrangements to make up what you missed. Exams in other classes are not an excuse for absences from this course. Exams are scheduled well in advance, so plan ahead. If you cannot make the commitment to be on time and present at all of our classes then drop the course and take it in a semester when you can.

Cell Phones & Pagers

Turn them off before coming to class.

UIC Email Forwarding

Many times during the semester I will be sending the class email messages. These messages will alert you to any changes in lab or lecture classes, and updates on homework assignments. It is essential that you receive these messages. If you use an email account other than your UIC account, forward your UIC account to your main account. This is easily done over the UIC homepage ACCC email link.

GRADUATE STUDENTS & HONORS STUDENTS

In addition to the normal course work graduate students will complete a project for one hour of credit in the area of AIS. Project arrangements, including due dates, will be made with the instructor during the first two weeks of the semester. Honors students will likewise arrange their projects with the instructor during the first two weeks of the semester. All projects must be completed by the end of the semester.

EXAMS

Two exams will be given during the semester. They will be closed book, multiple-choice exams.

Exam	Date	Coverage
Midterm	Monday, October 16	RS Chapters 1,2,3,6 & SUA
Final	Finals Week	RS Chapters 5,8,18,19 & additional material

Make-up exams will not be given unless prior notification is given and there is a legitimate, documented reason for missing the scheduled exam.

UIC HONOR CODE

As a student in the College of Business Administration, you are subject to the following Honor Code:

As an academic community the College of Business Administration at the University of Illinois at Chicago is committed to providing an environment in which teaching, learning, research, and scholarship can flourish and in which all endeavors are guided by academic and professional integrity. All members of the college community – students, faculty, staff, and administrators – share the responsibility of insuring that high standards of integrity are upheld so that such an environment exists.

In pursuit of these high ideas and standards of academic life, as a student I hereby commit myself to respect and uphold the University of Illinois at Chicago (UIC) College of Business Administration Honor Code during my entire matriculation at UIC. I agree to maintain the highest moral and ethical standards in all academic and business endeavors and to conduct myself honorably as a responsible member of the college academic community. This includes the following:

- ? Not to seek unfair advantage over other students, including, but not limited to giving or receiving unauthorized aid during completion of academic requirements;
- ? To represent fact and self truthfully at all times;
- ? To respect the property and personal rights of all members of the academic community.

Honor Code implications for Accounting 474 include, but are not limited to, the following:

- ? You may not obtain any assistance during an exam from any person or material.
- ? All assignments handed in must be your own work. Although you may discuss approaches to doing assignments with other students currently enrolled in the class, you must complete them individually. You may not obtain assistance from anyone not currently enrolled in the course.
- ? You may question the grading of any assignment, however, any alteration of a graded assignment that is then misrepresented as the original work will be considered a severe honor code violation. As will the claim that an assignment was handed in when it was not.

Sanctions for Honor Code violations range from failure on an assignment, to failure for the course, to expulsion from the university.

ASSIGNMENTS & GRADING

The course grades are based on a percentage of total points. Assignments are listed below. The typical grading scale is a 90, 80, 70, 60 straight scale.

The total course points are given below; the actual total points this semester may vary slightly if there are any homework changes. **Unannounced quizzes** may be given at various points during the semester and if so, those points will be added to and included in the course point total. If missed, these quizzes cannot be made up.

Points	Item	Specifications	Submission by	Medium
30	“Getting Beyond Counting” article	Course packet	Individual	Blackboard
50	Electronic Résumé	Web site	Individual	Blackboard
170	SUA Project	Project & course packet	Individual	Paper
80	Spreadsheet Model Homework	Web site	Individual	Blackboard
175	MIDTERM EXAM	--	--	--
110	Great Plains Project	Course packet	Individual	Paper
125	PowerPoint Presentation	Web site	Team	Presentation
30	Intra-Team Evaluation	Web site	Individual	Paper
150	FINAL EXAM	--	--	--
80	Blackboard quizzes (8)	Web site	Individual	Blackboard
1000	TOTAL			

Blackboard quizzes must be completed for each of the chapters. They are important practice for the exams and they help keep current with the textbook material. Each quiz has 10 questions, one point per question. It is very important to keep track of the quiz due dates for each chapter reading. Missed quizzes cannot be made up or taken late.

SESSION	DATE	COVERAGE
1	Monday 8/28	Lecture: Accounting Information Systems – An Overview Assignment: Read article “Getting Beyond Counting” Read RS Chapter 1 <i>Homework - “Getting Beyond Counting” homework page (due 9/11)</i> Lecture: Overview of Business Processes Assignment: Read RS Chapter 2
--	Monday 9/4	NO CLASS – MARTIN LUTHER KING HOLIDAY
2	Monday 9/11	Lecture: MS Word and Electronic Résumé Assignment: <i>Homework - Electronic Résumé (due 9/18 over Blackboard)</i> Lab: Review of Computer Applications in Computer Lab Assignment: <i>Blackboard Quiz Chapter 1 (due 9/17 Sunday at midnight)</i> <i>Blackboard Quiz Chapter 2 (due 9/17 Sunday at midnight)</i>
3	Monday 9/18	*** Bring SUA packet & Course packet to class *** Lecture: Accounting Transaction Cycles and Controls Introduction to SUA Assignment: Do the Revenue cycle transactions (SUA 1) by 9/25

SESSION	DATE	COVERAGE
4	Monday 9/25	Lecture: Accounting Transaction Cycles and Controls Assignment: Do the Expenditure cycle transactions (SUA 2) by 10/2 Lecture: Control and AIS Assignment: Read RS Chapter 6 Blackboard Quiz Chapter 6 (due 10/1 Sunday at midnight)
5	Monday 10/2	Lecture: Accounting Transaction Cycles and Controls Assignment: Do the Payroll cycle transactions and finish the SUA project Homework - Submit completed SUA project (due 10/9) Lecture: Systems Development and Documentation Techniques Assignment: Read RS Chapter 3 Blackboard Quiz Chapter 3 (due 10/15 Sunday at midnight)
6	Monday 10/9	Lab: Spreadsheet Modeling Assignment: Spreadsheet Modeling Homework (due 10/23 over Blackboard)
7	Monday 10/16	MIDTERM EXAM
8	Monday 10/23	*** Bring Great Plains project and & Course packet to class *** Midterm Review Lecture: Great Plains Project Assignment: Homework – Great Plains Assignment #1 (due 10/30) Lecture: Information Systems Controls for Reliability Assignment: Read RS Chapter 8 Blackboard Quiz Chapter 8 (due 11/5 Sunday at midnight)
9	Monday 10/30	Lecture: Great Plains Project Assignment: Homework – Great Plains Assignment #2 (due 11/6) Lecture: Computer-Based Information Systems Control (continued)
10	Monday 11/6	Lecture: Computer Fraud and Abuse Assignment: Read RS Chapter 5 Blackboard Quiz Chapter 5 (due 11/12 Sunday at midnight) Homework – Great Plains Assignment #3 (due 11/13)
11	Monday 11/13	Lecture: Introduction to Systems Development and Systems Analysis Assignment: Read RS Chapter 18 Blackboard Quiz Chapter 18 (due 11/19 Sunday at midnight) Lab: Presentations and MS PowerPoint Assignment: Homework - Begin presentations (due on date to be assigned)
12	Monday 11/20	Lecture: AIS Development Strategies Assignment: Read RS Chapter 19 Blackboard Quiz Chapter 19 (due 11/26 Sunday at midnight)
13	Monday 11/27	*** Student Presentations ***
14	Monday 12/4	*** Student Presentations ***
	Finals Week	FINAL EXAM
1	Wednesday	Lecture: Accounting Information Systems – An Overview Assignment: Read article “Getting Beyond Counting” Read RS Chapter 1

SESSION	DATE	COVERAGE
	8/30	<i>Homework - "Getting Beyond Counting" homework page (due 9/13)</i> Lecture: Overview of Business Processes Assignment: Read RS Chapter 2
--	Wednesday 9/6	NO CLASS – MARTIN LUTHER KING HOLIDAY
2	Wednesday 9/13	Lecture: MS Word and Electronic Résumé Assignment: Homework - Electronic Résumé (due 9/20 over Blackboard) Lab: Review of Computer Applications in Computer Lab Assignment: Blackboard Quiz Chapter 1 (due 9/17 Sunday at midnight) Blackboard Quiz Chapter 2 (due 9/17 Sunday at midnight)
3	Wednesday 9/20	*** Bring SUA packet & Course packet to class *** Lecture: Accounting Transaction Cycles and Controls Introduction to SUA Assignment: Do the Revenue cycle transactions (SUA 1) by 9/27
4	Wednesday 9/27	Lecture: Accounting Transaction Cycles and Controls Assignment: Do the Expenditure cycle transactions (SUA 2) by 10/4 Lecture: Control and AIS Assignment: Read RS Chapter 6 Blackboard Quiz Chapter 6 (due 10/1 Sunday at midnight)
5	Wednesday 10/4	Lecture: Accounting Transaction Cycles and Controls Assignment: Do the Payroll cycle transactions and finish the SUA project Homework - Submit completed SUA project (due 10/11) Lecture: Systems Development and Documentation Techniques Assignment: Read RS Chapter 3 Blackboard Quiz Chapter 3 (due 10/15 Sunday at midnight)
6	Wednesday 10/11	Lab: Spreadsheet Modeling Assignment: Spreadsheet Modeling Homework (due 10/25 over Blackboard)
7	MONDAY 10/16	MIDTERM EXAM
8	Wednesday 10/25	*** Bring Great Plains project and & Course packet to class *** Midterm Review Lecture: Great Plains Project Assignment: Homework – Great Plains Assignment #1 (due 11/1) Lecture: Information Systems Controls for Reliability Assignment: Read RS Chapter 8 Blackboard Quiz Chapter 8 (due 11/5 Sunday at midnight)
9	Wednesday 11/1	Lecture: Great Plains Project Assignment: Homework – Great Plains Assignment #2 (due 11/8) Lecture: Computer-Based Information Systems Control (continued)
10	Wednesday 11/8	Lecture: Computer Fraud and Abuse Assignment: Read RS Chapter 5 Blackboard Quiz Chapter 5 (due 11/12 Sunday at midnight) Homework – Great Plains Assignment #3 (due 11/15)

SESSION	DATE	COVERAGE
11	Wednesday 11/15	Lecture: Introduction to Systems Development and Systems Analysis Assignment: Read RS Chapter 18 <i>Blackboard Quiz Chapter 18 (due 11/19 Sunday at midnight)</i> Lab: Presentations and MS PowerPoint Assignment: <i>Homework - Begin presentations (due on date to be assigned)</i>
12	Wednesday 11/22	Lecture: AIS Development Strategies Assignment: Read RS Chapter 19 <i>Blackboard Quiz Chapter 19 (due 11/26 Sunday at midnight)</i>
13	Wednesday 11/29	*** Student Presentations ***
14	Wednesday 12/6	*** Student Presentations ***
	Finals Week	FINAL EXAM