

**University of Illinois at Chicago**  
**ACTG / IDS 475 – DATABASE ACCOUNTING SYSTEMS**  
**COURSE SYLLABUS**  
**Fall Semester 2006**

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## **INSTRUCTOR**

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## **PREREQUISITES**

Actg 111 and IDS 100 or equivalents (ACTG 474 recommended)

## **TEXTBOOKS & MATERIALS**

- a. Perry & Schneider: *Building Accounting Systems Using Access 2003*, South-Western, 2005 (PS in syllabus) or used copies of the older editions of this text, *Access 2000* or *Access 2002*.
- b. ACTG 475 course packet

## **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:

- ? Data mapping tools to effectively describe and design accounting data environments.
- ? Detailed reviews the major transaction cycles in a computerized environment and how they interlink.
- ? Building accounting data models and translating those models into relational database tables.
- ? Building and using accounting databases in MS Access.
- ? An introduction to enterprise resource planning.

## **HOMEWORK POLICIES**

FOR FULL CREDIT HOMEWORK ASSIGNMENTS ARE TO BE SUBMITTED, PROPERLY LABELED, TO THEIR RESPECTIVE LINKS UNDER THE ASSIGNMENTS LINK ON THE COURSE BLACKBOARD SITE **BY MIDNIGHT** (UNLESS OTHERWISE STATED) OF THE DUE DATE. LATE HOMEWORK WILL BE GIVEN 50% CREDIT FOR UP TO A WEEK LATE.

**Exceptions to these policies will be made only upon prior approval by the instructor.**

Note: Access 2002 files are readable in access 2000 and 2003, so you can do your homework in whatever recent Access version you have available.

PUT YOUR NAME ON THE DOCUMENTS YOU SUBMIT!

## **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.

## **EXAMS**

There is only one exam during the semester. It is a midterm exam that covers all material in the readings and lecture notes up to the midterm exam. **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 475** 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 usual point total for the course is given below; the actual total points this semester may vary slightly if there are any homework changes and additional points may be assigned as mini-homeworks. MS Excel and MS Access homework assignments are in **bold** font.

Points	Item
5	<b>Excel Database Homework</b>
5	<b>PS Chapter 2 Homework</b>
5	Normalization Homework #1
5	<b>PS Chapter 4 Homework</b>
5	ERD Homework #1
5	ERD & Normalization Homework #2
5	<b>PS Chapter 5 Homework</b>
25	Midterm
5	<b>PS Chapter 6 Homework</b>
5	<b>PS Chapter 7 Homework</b>
5	<b>PS Chapter 10 Homework</b>
25	<b>Final Project</b>
100	TOTAL

SESSION	DATE	COVERAGE
1	Monday 8/28	<b>Lecture 1:</b> Introduction to Actg 475 and Accounting Databases <b>Assignment:</b> <b>Lab 2:</b> Excel Database Functionality <b>Assignment:</b> <i>Homework - Excel Database Project (due 9/11)</i>
--	Monday 9/4	<b>NO CLASS – MARTIN LUTHER KING HOLIDAY</b>
2	Monday 9/11	<b>Lecture 1:</b> Introduction to MS Access & Databases <b>Assignment:</b> Read PS Chapter 2 (pp. 51-76) and PS Chapter 3 (pp.111-134)  <b>Lab 2:</b> Database Fundamentals & MS Access Database Queries <b>Assignment:</b> Read PS Chapter 2 (pp. 77-107) and the Database Reading (pp.142-151) <i>Homework – PS Chapter 2 (due 9/18)</i>
3	Monday 9/18	<b>Lecture 1:</b> Relational Databases <b>Assignment:</b> Database Reading (pp. 151 – 162 & Appendix B) and PS Chapter 3 (pp.135-143)  <b>Lecture 2:</b> Relational Databases - Normalization <b>Assignment:</b> Read the Normalization Reading (PS Chapter 3 pp. 143-150 for an alternate explanation) <i>Homework – Normalization Homework #1 (due 9/25)</i>
4	Monday 9/25	<b>Lecture 1:</b> Relational Databases – Normalization <b>Assignment:</b>  <b>Lab 2:</b> Table Construction and Queries in MS Access <b>Assignment:</b> Read PS Chapter 4 <i>Homework – PS Chapter 4 (due 10/2)</i>

<b>SESSION</b>	<b>DATE</b>	<b>COVERAGE</b>
5	Monday 10/2	<p><b>Lecture 1:</b> Data Modeling &amp; Entity Relationship Diagrams (ERD) – Maximum Cardinalities  <b>Assignment:</b> Data Modeling Reading</p> <p><b>Lecture 2:</b> Data Modeling &amp; Entity Relationship Diagrams (ERD) – Minimum Cardinalities  <b>Assignment:</b> <i>Homework – ERD Homework #1 (due 10/9 at 6:00 pm – cannot be late!)</i></p>
6	Monday 10/9	<p><b>Lecture 1:</b> Data Modeling &amp; Entity Relationship Diagrams (ERD)  <b>Assignment:</b> <i>Homework – ERD &amp; Normalization homework #2 (due 10/16 at 6:00 pm – cannot be late!)</i></p> <p><b>Lab 2:</b> MS Access Forms &amp; Reports  <b>Assignment:</b> Read PS Chapter 5 (pp.219-263) – MS Access Forms &amp; Reports  <i>Homework – PS Chapter 5 (due 10/16)</i></p>
7	Monday 10/16	<b>Lectures 1&amp; 2:</b> Data Modeling & Entity Relationship Diagrams (ERD) – Implementing an ERD
8	<b>Monday</b> <b>10/23</b>	<p><b>Midterm Exam</b></p> <p><b>Assignment:</b> Read PS Chapter 6 (pp. 269-286)</p>
9	Monday 10/30	<p><b>Lecture 1:</b> Midterm Exam Review</p> <p><b>Lab 2:</b> MS Access &amp; The Revenue Cycle  Read PS Chapter 6 (pp. 286-329)  <b>Assignment:</b> <i>Homework – PS Chapter 6 (due 11/6)</i></p>
10	Monday 11/6	<p><b>Lab 1:</b> MS Access &amp; The Revenue Cycle</p> <p><b>Lab 2:</b> MS Access &amp; The Expenditure Cycle  <b>Assignment:</b> Read PS Chapter 7  <i>Homework – PS Chapter 7 (due 11/13)</i></p>
11	Monday 11/13	<p><b>Lecture 1:</b> Automating Databases in MS Access  <b>Assignment:</b> Read PS Chapter 10  <i>Homework – PS Chapter 10 (due 11/20)</i></p> <p><b>Lecture 2:</b> Introduction to ERP  Final Project Introduction  <b>Assignment:</b> <b>Final Project – Due MONDAY DECEMBER 11</b></p>
12	Monday 11/20	<b>Lecture/Lab: Final Project</b>
13	Monday 11/27	<b>Lab: Final Project</b>
14	Monday 12/4	<b>Lab: Final Project</b>

**SESSION**

**DATE**

**COVERAGE**

<b>SESSION</b>	<b>DATE</b>	<b>COVERAGE</b>
1	Wednesday 8/30	<b>Lecture 1:</b> Introduction to Actg 475 and Accounting Databases <b>Assignment:</b> <b>Lab 2:</b> Excel Database Functionality <b>Assignment:</b> <i>Homework - Excel Database Project (due 9/13)</i>
--	Wednesday 9/6	<b>NO CLASS – MARTIN LUTHER KING HOLIDAY</b>
2	Wednesday 9/13	<b>Lecture 1:</b> Introduction to MS Access & Databases <b>Assignment:</b> Read PS Chapter 2 (pp. 51-76) and PS Chapter 3 (pp.111-134) <b>Lab 2:</b> Database Fundamentals & MS Access Database Queries <b>Assignment:</b> Read PS Chapter 2 (pp. 77-107) and the Database Reading (pp.142-151) <i>Homework – PS Chapter 2 (due 9/20)</i>
3	Wednesday 9/20	<b>Lecture 1:</b> Relational Databases <b>Assignment:</b> Database Reading (pp. 151 – 162 & Appendix B) and PS Chapter 3 (pp.135-143) <b>Lecture 2:</b> Relational Databases - Normalization <b>Assignment:</b> Read the Normalization Reading (PS Chapter 3 pp. 143-150 for an alternate explanation) <i>Homework – Normalization Homework #1 (due 9/27)</i>
4	Wednesday 9/27	<b>Lecture 1:</b> Relational Databases – Normalization <b>Assignment:</b> <b>Lab 2:</b> Table Construction and Queries in MS Access <b>Assignment:</b> Read PS Chapter 4 <i>Homework – PS Chapter 4 (due 10/4)</i>
5	Wednesday 10/4	<b>Lecture 1:</b> Data Modeling & Entity Relationship Diagrams (ERD) – Maximum Cardinalities <b>Assignment:</b> Data Modeling Reading <b>Lecture 2:</b> Data Modeling & Entity Relationship Diagrams (ERD) – Minimum Cardinalities <b>Assignment:</b> <i>Homework – ERD Homework #1 (due MONDAY 10/9 at 6:00 pm – cannot be late!)</i>
6	Wednesday 10/11	<b>Lecture 1:</b> Data Modeling & Entity Relationship Diagrams (ERD) <b>Assignment:</b> <i>Homework – ERD &amp; Normalization homework #2 (due MONDAY 10/16 at 6:00 pm – cannot be late!)</i> <b>Lab 2:</b> MS Access Forms & Reports <b>Assignment:</b> Read PS Chapter 5 (pp.219-263) – MS Access Forms & Reports <i>Homework – PS Chapter 5 (due 10/25)</i>
7	Wednesday 10/18	<b>Lectures 1&amp; 2:</b> Data Modeling & Entity Relationship Diagrams (ERD) – Implementing an ERD
8	<b>Monday 10/23</b>	<b>Midterm Exam</b> <b>Assignment:</b> Read PS Chapter 6 (pp. 269-286)
9	Wednesday 11/1	<b>Lecture 1:</b> Midterm Exam Review <b>Lab 2:</b> MS Access & The Revenue Cycle Read PS Chapter 6 (pp. 286-329) <b>Assignment:</b> <i>Homework – PS Chapter 6 (due 11/8)</i>
10	Wednesday	<b>Lab 1:</b> MS Access & The Revenue Cycle

<b>SESSION</b>	<b>DATE</b>	<b>COVERAGE</b>
	y 11/8	<b>Lab 2:</b> MS Access & The Expenditure Cycle <b>Assignment:</b> Read PS Chapter 7 <i>Homework – PS Chapter 7 (due 11/15)</i>
11	Wednesda y 11/15	<b>Lecture 1:</b> Automating Databases in MS Access <b>Assignment:</b> Read PS Chapter 10 <i>Homework – PS Chapter 10 (due 11/22)</i>  <b>Lecture 2:</b> Introduction to ERP Final Project Introduction <b>Assignment: Final Project – Due MONDAY DECEMBER 11</b>
12	Wednesda y 11/22	<b>Lecture/Lab: Final Project</b>
13	Wednesda y 11/29	<b>Lab: Final Project</b>
14	Wednesda y 12/6	<b>Lab: Final Project</b>