

RARITAN VALLEY COMMUNITY COLLEGE ACADEMIC COURSE OUTLINE

ACCT-225 Accounting Systems and Software

I. Basic Course Information

A. Course Number and Title: ACCT 225 Accounting Systems and Software

B. New or Modified Course: Modified

C. Date of Proposal: Fall 2022

D. Effective Term: Fall 2023

E. Sponsoring Department: Business & Public Service

F. Semester Credit Hours: 3

G. Weekly Contact Hours: 4 Lecture: 2
 Laboratory: 2
 Out of class student work per week: 5

H. ☒ Prerequisite (s): ACCT 101 – Financial Accounting

☐ Corequisite (s):

☐ Prerequisite (s) and Corequisite (s):

I. Additional Fees: Yes

J. Name and Telephone Number or e-mail Address of Department Chair and Divisional Dean at time of approval: Tracy Rimple, tracy.rimple@raritanval.edu, Patrice Marks, patrice.marks@raritanval.edu

II. Catalog Description

Prerequisite: ACCT 101 – Financial Accounting. In this hands-on course, students will learn to use computerized software to record the transactions of a small to medium-sized business. Topics covered include customer- and vendor-related transactions, end-of-period transactions, payroll, and setting up a new company.

III. Statement of Course Need

- A. Computerized accounting is widespread and affordable to even the smallest business, and significantly improves the efficiency in recording, presenting, and interpreting the financial records of the entity. This course provides instruction in a skill that is practical to those who are interested in running their own business, and to accountants who intend to serve this community.
- B. A lab component is required because the emphasis of the course is on understanding and practicing the use of the computerized software. Students successfully completing the course will have the skills needed to begin using the software in business applications, and in fact will meet the requirements to sit for an industry-recognized certification exam.
- C. This course generally transfers as a business or accounting program requirement or as an elective dependent on the transfer institution.

IV. Place of Course in College Curriculum

- A. Free Elective
- B. This course meets a program requirement for A.A.S. Accounting, A.A.S. Accounting Information Systems, and Bookkeeping Certificate.
- C. This course serves as an accounting or Business elective.
- D. To see course transferability: a) for New Jersey schools, go to the NJ Transfer website, www.njtransfer.org; b) for all other colleges and universities, go to the individual websites.

V. Outline of Course Content

- A. New company setup
 - a. Chart of accounts
 - b. Company settings
- B. Vendors and Inventory
- C. Customers and Sales
- D. End of Period
 - a. Adjusting entries
 - b. Financial statements
- E. Payroll

VI. A. Course Learning Outcomes:

At the completion of the course, students will be able to:

- 1. Use technological tools for information analysis and decision making (GE 4)
- 2. Communicate with others through written reports in a clear, logical manner regarding accounting and computer issues. (GE 1)
- 3. Apply quantitative reasoning to interpret data and solve accounting problems. (GE 2)

B. Assessment Instruments

This course will employ the following assessment methods:

- A. Examinations
- B. Homeworks
- C. Computer Lab submissions

VII. Grade Determinants

- A. Examinations
- B. Homeworks
- C. Computer Lab submissions

This course will employ the following modes of teaching:

- A. lecture/discussion
- B. computer-assisted instruction
- C. laboratory

VIII. Texts and Materials

Textbook: *Computer Accounting with QuickBooks Online: A Cloud-Based Approach*
 latest edition

 Carol Yacht/Matthew Lowenkron
 McGraw-Hill

Materials: Students must use the Connect homework manager
 To work off-campus, students must have access to a computing device

(Please Note: The course outline is intended only as a guide to course content and resources. Do not purchase textbooks based on this outline. The RVCC Bookstore is the sole resource for the most up-to-date information about textbooks.)

IX. Resources

The course must take place in a classroom equipped with computers for each student. Each computer must have access to the Internet.

X. Honors Option: N/A