

Course Description:

ACCTG-030 - Computerized Accounting Units: 3

This course is intended for students desiring knowledge of computerized accounting principles; it employs the 'hands on' approach with user-friendly software. This course will provide an overview of the impact of the computer on accounting procedures and identifies some of the major differences between manual and computerized accounting systems on an IBM PC microcomputer system.

Lecture Hours: 2.5 Lab Hours: 1.5 Repeatable: No Grading: O

Prerequisite: ACCTG 101 or ACCTG 020

Corequisite: ACCTG 200

CAN: None

Advisory Level: Read: 2 Write: 2 Math: 1

Transfer Status: CSU Degree Applicable: AA/AS

CSU GE: None District GE: None IGETC: None

Learning Outcomes:

- Compare the standards, capabilities, limitations, and flexibility of the integrated accounting software on microcomputers.
- Distinguish what each system will do and how each system interrelates with other computerized accounting systems.
- Analyze and explain the first-time user basic start-up procedures unique to the microcomputer used.
- Test the process of accounting system integration.
- Demonstrate how to care for and handle a computer and diskette.
- Analyze and respond to prompt messages and error conditions.
- Experiment with the Accounting System Setup.
- Prepare system shutdown.
- Analyze and categorize differences between a manual accounting system and an integrated computerized accounting system.
- Compare and explain the advantages of a computerized accounting system over a manual system.