Faculty of Commerce & Business Administration

Computer Applications in accounting

Information :

Course Code : ACC 409	**Level** : Undergraduate	**Course Hours :** 3.00- Hours

Department : Department of Accounting

Instructor Information :

Title	Name	Office hours
Associate Professor	Sayed Mohamed Mohamed Gaber	12
Lecturer	Noha Zakaria Mohamed Ebrahim Mohamed Atia	
Teaching Assistant	Lamia Mohamed Sayed Abdellatif	
Teaching Assistant	Mohamed Ahmed Hamdy Mohamed Moussa Sherif	2

Area Of Study :

Computer Accounting with Peachtree Complete Accounting 2007, Release 14, 11th Edition, teaches you how to use Peachtree Complete Accounting 2007 software. Computer Accounting with Peachtree Complete 2007, 11th Edition, shows you how to set up service, merchandising, nonprofit, and manufacturing businesses

Description :

How to select accounting software, establish a chart of accounts, enter transactional data, produce and interpret accounting reports. Use accounting software to record basic general ledger operating transactions, adjusting entries, produce end-of-period financial reports, and execute period closing procedures, manage accounts receivables, accounts payables, record fixed asset depreciation, present accounting/financial information.

Course outcomes :

a.Knowledge and Understanding: :

1 -	To know the basic features of Peachtree Complete Accounting and Exploring (PCA) software
2 -	To Know and act with the transactions for both Vendors and Customers as well as Employees transactions using Excel 2007 and PCA
3 -	Understand the Accounting Cycle for recording transactions and preparing the financial reports

b.Intellectual Skills: :

1 -	Recording the transactions for both Vendors and Customers and preparing bills and invoices
2 -	Recording the transactions for Employees
3 -	Preparing Financial Reports for service and merchandise business

c.Professional and Practical Skills: :

1 -	Demonstrate computer-based skills using a current software version of Peachtree to perform necessary procedures at each step of the accounting cycle for service, nonprofit, and manufacturing businesses.
2 -	Apply appropriate procedures to analyze problems and make corrections to errors discovered in a company's books using Peachtree
3 -	Review basic accounting principles and theory during the process of recording business transactions using the accounting software Peachtree

4 -	Use appropriate accounting terminology and language to evaluate financial statements and other accounting documents generated by Peachtree

d.General and Transferable Skills: :

1 -	Understand, evaluate accounting problems
2 -	d2. Apply critical thinking skills to determine and support a solution to accounting problems

Course Topic And Contents :

Topic	No. of hours	Lecture	Tutorial / Practical
Introduction: Microsoft Office Excel 2007 in Business for application of the Accounting cycle and introduce the PCA	4	3	1
Introduction	4	3	1
Chapter One: Introduction to Bellwether Garden Supply	4	3	1
Chapter Two: Vendor Transactions	4	3	1
Revision	4	3	1
First Mid Term Exam	2		
Chapter Three: Customer Transactions	4	3	1
Chapter Four: Employees	4	3	1
Chapter Five: General Ledger, Inventory, and Internal Control	4	3	1
Quiz	4	3	1
Second Mid Term Exam	2		
Chapter Six: Job Cost	4	3	1
Chapter Seven: Financial Statements	4	3	1
Chapter Eight: Stone Arbor Landscaping: Time & Billing	4	3	1
Revision	4	3	1

Teaching And Learning Methodologies :

Computer Lab
Data show in the Lab
Class discussion
Exercises and cases

Course Assessment :

Methods of assessment	Relative weight %	Week No	Assess What
Final Exam	40.00	16	
First Mid Term Exam	20.00	6	
Participation	10.00	13	
Quiz	10.00	10	
Second Mid Term Exam	20.00	11	

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Course Notes :
Handouts

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