University of North Texas at Dallas
Spring 2017
SYLLABUS for Distance Learning

ACCT 5120-010   Using Information Systems in Accounting   3 hours

	Department of	Accounting	School of	Business

Instructor Name:	Stephanie Mongiello, J.D., M.B.A.
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Office Hours:	Tuesdays 5:00 p.m. to 6:45 p.m. and Wednesdays 1:00 p.m. to 3:45 p.m.

Classroom Location:	DAL2 303 and Online
Class Meeting Days & Times:	Sa 9:00-11:50 a.m. and Online

Course Catalog Description:	5120. 3 hours. This course is designed to enhance a student's understanding of the role of accounting information systems and their functions in business. Further, students will develop computer skills in applications for all accounting disciplines. Upon completion of the course, students will understand how accounting information systems facilitate the accomplishment of strategic and operational objectives within the organization.

Prerequisites:	ACCT 4400 or permission of instructor.
Required Texts:	Accounting Information Systems (13th Edition), by Romney and Steinbart, published by Pearson (ISBN: 978-0133428537) and Manual Practice Set for Comprehensive Assurance and Systems Tool, 3rd Ed., by Ingraham and Jenkins, published by Pearson (ISBN: 978-0133252019)

Access to Learning Resources:	UNT Dallas Library:
	  phone: (972) 780-1616
	  web: http://www.untdallas.edu/library
	  email: library@untdallas.edu
	UNT Dallas Bookstore:
	  phone: (972) 780-3652
	  web: http://www.untdallas.edu/bookstore
	  e-mail: untdallas@bkstr.com

Course Goals or Overview:	
	The goals of this course are to enhance the student's understanding of the role of accounting information systems in business and to develop the student's computer skills in relevant applications.

Learning Objectives/Outcomes: At the end of this course, students will be able to:

1	Describe the basic activities performed in the major business cycles.
2	Identify what data needs to be collected to enable managers to plan, evaluate, and control the business activities in which an organization engages.
3	Understand how IT developments can improve the efficiency and effectiveness of business processes.
4	Understand fundamental concepts of database technology and data modeling and their effect on an AIS.
5	Discuss the steps for designing and implementing a database system.
6	Use the REA data model to design an AIS database.
7	Draw an REA diagram of an AIS database.

8	Read an REA diagram and explain what it reveals about the business activities and policies of the organization being modeled.
9	Integrate separate REA diagrams for individual transaction cycles into a single comprehensive organization-wide REA diagram.
10	Build a set of tables to implement an REA model of an AIS in a relational database.
11	Explain how to write queries to retrieve information from an AIS relational database built according to the REA data model.
12	Develop REA data models for a variety of organizations besides retail stores.
13	Develop REA data models for the HR/payroll, manufacturing, and capital assets business cycles.
14	Explain the five phases of the systems development life cycle.
15	Explain the importance of systems development planning and describe planning techniques.
16	Discuss the various types of feasibility analysis and calculate economic feasibility.
17	Describe how organizations purchase application software, vendor services, and hardware.
18	Explain how information system departments develop custom software.
19	Explain how end users develop, use, and control computer-based information systems.
20	Explain why organizations outsource their information systems, and evaluate the benefits and risks of this strategy.
21	Discuss the conceptual systems design, physical systems design, systems implementation, and systems operation and maintenance processes.

Online/Hybrid Course Outline

This schedule is subject to change by the instructor. Any changes to this schedule will be communicated in class or via class email or Blackboard announcement. Additional readings and activities may be added, these will be noted in the Readings and Activities/Assignments sections.

Schedule	Topic	Activities	Due Date
Mar 25 (in-person)	Ch. 1: Accounting Information Systems: An Overview Ch. 2: Overview of Transaction Processing and Enterprise Resource Planning Systems Ch. 4: Relational Databases	• Read Chs. 1, 2, and 4 • Complete related Assignment/Activity	Mar 30
Apr 1 (online)	Ch. 12: The Revenue Cycle: Sales to Cash Collections Ch. 13: The Expenditure Cycle: Purchasing to Cash Disbursements Ch. 14: The Production Cycle Ch. 15: The Human Resources Management and Payroll Cycle Ch. 16: General Ledger and Reporting System	• Skim Chs. 12, 13, 14, 15, and 16 • Complete related Assignment/Activity	Apr 6
Apr 8 (in-person)	Using Access, Excel, and Quickbooks in Accounting Comprehensive Assurance and Systems Tool	• Review notes from in-person class • Complete related Assignment/Activity	Apr 13
Apr 15 (online)	Ch. 17: Database Design Using the REA Data Model Ch. 18: Implementing an REA Model in a Relational Database	• Read Chs. 17 and 18 • Complete related Assignment/Activity	Apr 20
Apr 22 (online)	Ch. 19: Special Topics in REA Modeling	• Read Ch. 19	Apr 27

		• Complete related Assignment/Activity	
Apr 29 (online)	Ch. 20: Introduction to Systems Development and Systems Analysis Ch. 21: AIS Development Strategies	• Read Chs. 20 and 21 • Complete related Assignment/Activity	May 4
May 6 (online)	Ch. 22: Systems Design, Implementation, and Operation	• Read Ch. 22 • Complete related Assignment/Activity	May 11
May 13 (online)	Application of Concepts Through Major Project	• Complete and submit Major Project	May 13

Course Evaluation Methods

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Assignments/Activities

Seven (7) assignments/activities will be assigned this semester. The assignments will be posted and submitted via Blackboard. Assignments are due by 11:59 p.m. on the dates indicated above. The lowest assignment grade will be dropped (i.e. 6 of the 7 grades will count).

In-Person Attendance and Participation

You are to be present, alert, and attentive during in-person class. Demonstrate your participation by paying close attention during lectures and by contributing during classroom discussions.

Major Project

In lieu of a final exam, one (1) Major Project will be assigned this semester. The Major Project will include a case-study analysis. Complete instructions are posted on Blackboard.

Grading Matrix:

Activities/Assignments	Value (percentages)
Assignments (drop lowest score)	75
In-Person Attendance and Participation	5
Major Project	20
Total:	**100%**

Grade Determination
A = 90% or better
B = 80 – 89 %
C = 70 – 79 %
D = 60 – 69 %
F = less than 60%

University Policies and Procedures

Students with Disabilities (ADA Compliance):

Chapter 7(7.004) Disability Accommodations for Students

The University of North Texas at Dallas makes reasonable academic accommodation for students with disabilities. Students seeking accommodations must first register with the Disability Services Office (DSO) to verify their eligibility. If a disability is verified, the DSO will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, DSO notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet/communicate with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information see the Disability Services Office website at http://www.untdallas.edu/disability. You may also contact them by phone at 972-338-1777; by email at UNTDdisability@untdallas.edu or at Building 2, room 204.

Blackboard Learn Accessibility Statement:
University of North Texas at Dallas is committed to ensuring its online and hybrid courses are usable by all students and faculty including those with disabilities. If you encounter any difficulties with technologies, please contact our ITSS Department. To better assist them, you would want to have the operating system, web browser and information on any assistive technology being used. Blackboard Learn course management system's accessibility statement is also provided: http://www.blackboard.com/Platforms/Learn/Resources/Accessibility.aspx

NOTE: Additional instructional technology tools, such as Turnitin, Respondus, Panopto, and publisher cartridge content (i.e. MyLab, Pearson, etc.) may NOT be fully ADA compliant. Please contact our Disability Office should you require additional assistance utilizing any of these tools.

Course Evaluation Policy:
Student's evaluations of teaching effectiveness is a requirement for all organized classes at UNT Dallas. This short survey will be made available to you at the end of the semester, providing you a chance to comment on how this class is taught. I am very interested in the feedback I get from students, as I work to continually improve my teaching. I consider students' evaluations to be an important part of your participation in this class.

Academic Integrity:
Academic integrity is a hallmark of higher education. You are expected to abide by the University's code of Academic Integrity policy. Any person suspected of academic dishonesty (i.e., cheating or plagiarism) will be handled in accordance with the University's policies and procedures. Refer to the Student Code of Academic Integrity at
http://www.untdallas.edu/sites/default/files/page_level2/pdf/policy/7.002%20Code%20of%20Academic_Integrity.pdf
for complete provisions of this code.

Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabrication of information or citations, facilitating acts of dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students.

Web-based Plagiarism Detection: Please be aware in some online or hybrid courses, students may be required to submit written assignments to Turnitin, a web-based plagiarism detection service, or another method. If submitting to Turnitin, please remove your title page and other personal information.

Classroom Policies

Online Attendance and Participation:

The University attendance policy is in effect for this course. Class attendance in the Blackboard classroom and participation is expected because the class is designed as a shared learning experience, and because essential information not in the textbook will be discussed in the discussion board. Online presence and participation in all class discussions is essential to the integration of course material and your ability to demonstrate proficiency. .

Attendance for this online or hybrid course is considered when you are logged in and active in Blackboard, i.e., posting assignments, taking quizzes, or completing Discussion Boards. To maintain financial aid award eligibility, activity must occur before the census date of the session or term of the course. Refer to http://www.untdallas.edu/registrar for specific dates. If you are absent/not active in the course shell, it is YOUR responsibility to let the instructor know immediately, upon your return, the reason for your absence if it is to be excused. All instructors must follow university policy 7.005 covering excused absences; however, it is the instructor's discretion, as outlined in the course syllabus, of how unexcused absences may or may not count against successful completion of the course

Inclement Weather and Online Classes: Online classes may or may not be affected by campus closures due to inclement weather. Unless otherwise notified by your instructor via e-mail, online messaging, or online announcement, students should assume that assignments are due as scheduled.

Online "Netiquette:
In any social interaction, certain rules of etiquette are expected and contribute to more enjoyable and productive communication. Emails, Discussion Board messages and/or any other forms of written communication in the online environment should use proper "netiquette" (i.e., no writing in all caps (usually denotes yelling), no curse words, and no "flaming" messages (angry, personal attacks).

Racial, ethnic, or gender slurs will not be tolerated, nor will pornography of any kind.

Any violation of online netiquette may result in a loss of points or removal from the course and referral to the Dean of Students, including warnings and other sanctions in accordance with the University's policies and procedures. Refer to the Student Code of Student Rights Responsibilities and Conduct at http://www.untdallas.edu/osa/policies. Respect is a given principle in all online communication. Therefore, please be sure to proofread all of your written communication prior to submission.

Diversity/Tolerance Policy:
Students are encouraged to contribute their perspectives and insights to class discussions in the online environment. However, offensive & inappropriate language (swearing) and remarks offensive to others of particular nationalities, ethnic groups, sexual preferences, religious groups, genders, or other ascribed statuses will not be tolerated. Disruptions which violate the Code of Student Conduct will be referred to the Dean of Students as the instructor deems appropriate.

Technology Requirements: In order to successfully access the materials in an online or hybrid course, UNT Dallas advises that your computer be equipped with the minimum system requirements.

Blackboard Learn 9.1 is the platform software for this course. Blackboard Learn supports major web browsers such as Windows Internet Explorer, Apple Safari, Mozilla Firefox, and Google Chrome. However, since the latter two are updated continually, some recent versions may not be compatible. If you experience difficulty accessing or using components of the course, try using Internet Explorer. Also, no matter what browser you use, always enable pop-ups. For more information see:

- http://www.untdallas.edu/dlit/ecampus/requirements
- https://blackboard.secure.force.com/publickbarticleview?id=kAB700000008Oom
- https://learn.unt.edu/bbcswebdav/institution/BrowserCheck/check_full.html