

ORIGINATOR'S SECTION:		
1. College: <input type="checkbox"/> CHABSS <input checked="" type="checkbox"/> CoBA <input type="checkbox"/> CoEHHS <input type="checkbox"/> CSM	Desired Term and Year of Implementation (e.g., Fall 2008): Fall 2017	
2. Current Course abbreviation and Number: ACCT 308		

Accounting Information Systems


TYPE OF CHANGE(S). Check ☒ all that apply.

Course Number Change	<input type="checkbox"/>	Delete Prerequisite	<input type="checkbox"/>	Other Prerequisite Change	<input type="checkbox"/>
Course Title Change	<input type="checkbox"/>	Add Corequisite	<input type="checkbox"/>	Grading Method Change	<input type="checkbox"/>
Unit Value Change	<input type="checkbox"/>	Delete Corequisite	<input type="checkbox"/>	Mode of Instruction Change (C/S Number)	<input checked="" type="checkbox"/>
Description Change	<input type="checkbox"/>	Add Consent for Enrollment	<input type="checkbox"/>	Consider for G.E. If yes, also fill out appropriate GE form.	<input type="checkbox"/>
Add Prerequisite	<input type="checkbox"/>	Delete Consent for Enrollment	<input type="checkbox"/>	Cross-list	<input type="checkbox"/>

Information in this section– both current and new – is required only for items checked (☒) above.

NEW INFORMATION:

CURRENT INFORMATION:

3. Title:	Course abbreviation and Number:
4. Abbreviated Title for Banner (no more than 25 characters):	Title: (Titles using jargon, slang, copyrighted names, trade names, or any non-essential punctuation may not be used.)
5. Number of Units:	Abbreviated Title for PeopleSoft: (no more than 25 characters, including spaces)
6. Catalog Description:	Number of Units:
	Catalog Description: (Not to exceed 80 words; language should conform to catalog copy. Please consult the catalog for models of style and format; include all necessary information regarding consent for enrollment, pre- and/or corequisites, repeated enrollment, crosslisting, as detailed below. Such information does <u>not</u> count toward the 80-word limit.)

7. Mode of Instruction* (See pages 17-23 at <http://www.calstate.edu/cim/data-elem-dic/APDB-Transaction-DED-SectionV.pdf> for definitions of the Course Classification Numbers)

Type of Instruction	Number of Credit Units	Instructional Mode (Course Classification Number)
Lecture	3.00	CS 02
Activity	1.00	CS 13
Lab		

Type of Instruction	Number of Credit Units	Instructional Mode (Course Classification Number)
Lecture	4.00	CS 02
Activity		
Lab		

8. Grading Method:*

- ☐ Normal (N) (Allows Letter Grade +/-, and Credit/No Credit)
☐ Normal Plus Report-in-Progress (NP) (Allows Letter Grade +/-, Credit/No Credit, and Report-in-Progress)
☐ Credit/No Credit Only (C)
☐ Credit/No Credit or Report-in-Progress Only (CP)

Grading Method:*

- ☐ Normal (N) (Allows Letter Grade +/-, and Credit/No Credit)
☐ Normal Plus Report-in-Progress (NP) (Allows Letter Grade +/-, Credit/No Credit, and Report-in-Progress)
☐ Credit/No Credit Only (C)
☐ Credit/No Credit or Report-in-Progress Only (CP)

9. If the NP or CP grading system was selected, please explain the need for this grade option.

10. Course Requires Consent for Enrollment?_

- ☐ Yes ☐ No
☐ Faculty ☐ Credential Analyst ☐ Dean
☐ Program/Department/Director/Chair

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- ☐ Yes ☐ No
☐ Faculty ☐ Credential Analyst ☐ Dean
☐ Program/Department/Director/Chair

*If Originator is uncertain of this entry, please consult with Program Director/Chair.

CURRENT INFORMATION:

<input type="checkbox"/> Program/Department/Director/Chair	<input type="checkbox"/> Program/Department/Director/Chair
11. Course Can be Taken for Credit More than Once? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many times (including first offering)	Course Can be Taken for Credit More than Once? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many times (including first offering)
12. Is Course Cross Listed: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, indicate which course	Is Course Cross-listed? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, indicate which course and check "yes" in item #17 below.
13. Prerequisite(s):	Prerequisite(s):
14. Corequisite(s):	Corequisite(s):
15. Documentation attached: <input checked="" type="checkbox"/> Syllabus <input type="checkbox"/> Detailed Course Outline	

PROGRAM DIRECTOR/CHAIR - COLLEGE CURRICULUM COMMITTEE SECTION:*(Mandatory information – all items in this section must be completed.)*

16. Does this course fulfill a requirement for any major (i.e. core course or elective for a major, majors in other departments, minors in other departments)? ☒ Yes ☐ No

If yes, please specify:

ACCT 308 is a required core course for all accounting option students in the College of Business Administration

17. Does this course change impact other discipline(s)? *(If there is any uncertainty as to whether a particular discipline is affected, check "yes" and obtain signature.)* Check "yes" if the course is cross-listed. ☐ Yes ☒ No
 If yes, obtain signature(s). Any objections should be stated in writing and attached to this form.

Discipline _____ Signature _____ Date _____ Support _____ Oppose _____

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18. Reason(s) for changing this course:

The course is being taught in a computer lab and lab work is integrated into the daily class schedule. Therefore, additional lab time is not necessary.

SIGNATURES : (COLLEGE LEVEL) :

Kevin W. Hee 03-23-2017
 1. Originator (Please Print) Date
 2. Program Director/Chair 3/23/2017 Date
 3. College Curriculum Committee 3/27/17 Date
 4. College Dean (or Designee) 3/28/17 Date

(UNIVERSITY LEVEL)

5. UCC Committee Chair _____ Date
 6. Vice President for Academic Affairs (or Designee) _____ Date
 7. President (or Designee) _____ Date

Tracker ✓
 RP
 PS



California State University
SAN MARCOS

CSU San Marcos
College of Business Administration (CoBA)
ACCT 308 - Accounting Information Systems
2017 Spring

Instructor: Kevin Hee, Ph.D., CPA (Inactive)
Class Times: Mondays and Wednesdays: 1030-1220
Classroom: Markstein Hall 304
Office: Markstein Hall 426
Phone: (760) 750-4288
Email: khee@csusm.edu
Office Hours: Mondays and Wednesdays (1400-1500)

CoBA Mission and Undergraduate Student Learning Outcomes (SLOs)

CoBA Mission:

"We are committed to providing rigorous and relevant educational programs using a balance of theoretical, experimental, and applied learning to educate a diverse body of students to become responsible, engaged citizens with a global mindset who contribute positively to their communities and organizations. We achieve this through collaborative relationships among faculty, staff, students and the community guided by faculty involved in a combination of academic scholarship, applied scholarship, and professional experience."

CoBA Undergraduate SLOs:

1. Communication
2. Critical Thinking and Problem Solving
3. Interpersonal and Collaboration
4. Analytics
5. Information Technology
6. Ethics and Social Responsibility
7. Global
8. General Business

Course Objective and Course Student Learning Outcomes

Welcome to Accounting Information Systems (AIS)! The AIS module will teach you the fundamentals of business transaction processing and how information technology is applied to automate transaction processing, collect and store data, and generate useful information to support decision makers.

Course SLOs:

1. Define basic AIS terms and concepts

2. Assess risks and internal controls involved in AIS contexts
3. Evaluate the strengths and weaknesses of an organization's business process transaction cycles (CoBA SLO 2)
4. Provide appropriate recommendations to improve business processes (CoBA SLO 1, 2)
5. Apply Microsoft Excel and Access in the data processing cycle (CoBA SLO 4, 5)

Enrollment Information

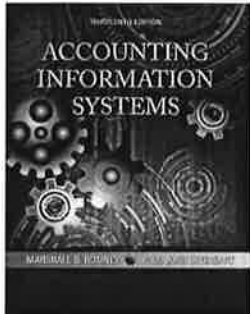
Prerequisites: Minimum grade of C in ACCT 301

The instructor reserves the right to administratively drop, at any point, a student who has not met the prerequisites. Students choosing to withdraw from this course are responsible for doing so per the University's procedures and deadline. Note: If a student fails to complete the appropriate withdrawal paperwork at the Registrar's Office, that student will receive an F for this course. See the University catalog for explanation of the procedures for dropping a course (http://www.csusm.edu/academic_programs/catalog).

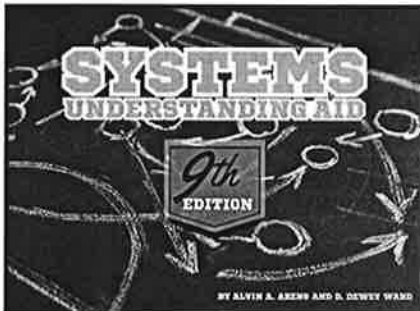
Course Materials

Required:

1. Romney and Steinbart. *Accounting Information Systems*, 13th Edition, Pearson Education, Inc. 2015.



2. Arens & Ward, *Systems Understanding Aid*, 9th Edition, Armond Dalton Publishers, Inc. 2016.



Students with Disabilities

Students with disabilities who require academic accommodations must be approved for services by providing appropriate and recent documentation to the Office of Disabled Student Services (DSS). This office is located in Craven Hall 4300, and can be contacted by phone at (760) 750-4905, or TDD (760) 750-4909. Students authorized by DSS to receive accommodations should meet with me during my office hours or in a more private setting in order to ensure your confidentiality.

Academic Honesty

The University adheres to a strict policy regarding cheating and plagiarism. These activities will not be tolerated in this class. Become familiar with the policy (http://www.csusm.edu/policies/active/documents/Academic_Honesty_Policy.html).

Unprofessional conduct adversely impacts your fellow students, the accounting faculty, the Department of Accounting, CSU San Marcos, and the accounting profession. The College of Business Administration takes academic honesty very seriously and vigorously enforces university policy related to any such infractions. Any student suspected of academic dishonesty will be reported to the Office of the Dean of Students; if found responsible, the student will receive a failing grade (F) for the entire financial accounting module.

Examples of Plagiarism include but are not limited to:

- Using sources verbatim or paraphrasing without giving proper attribution (this can include phrases, sentences, paragraphs and/or pages of work)
- Copying and pasting work from an online or offline source directly and calling it your own
- Using information you find from an online or offline source without giving the author credit
- Replacing words or phrases from another source and inserting your own words or phrases
- Submitting a piece of work you did for one class to another class

If you have questions on what is plagiarism, please consult the policy.

Assessment and Grading

Course grades will be assigned in accordance with University policy. Undergraduate grades shall be: A (outstanding achievement, available only for the highest accomplishment), B (praiseworthy performance, definitely above average), C (average, awarded for satisfactory performance, the most common undergraduate grade), D (minimally passing, less than the typical undergraduate achievement), F (failing).

Your course grade will be based on the following weighted components

Component	Grade Percent
Midterm	25%
Final (Comprehensive)	30%
Excel Project	5%
Excel In-Class Exercise	5%
Flowchart In-Class Exercise	4%
SUA Project	6%
SUA In-Class Exercise	5%
Database Project	5%
Database In-Class Exercise	5%
SAP Project	5%
Quizzes	5%
Total	100%

Tentative grade categories are as follows (actual grade ranges may be different at the end of the semester based on the actual student scores):

A	92-100%
A-	90-91%
B+	88-89%
B	82-87%
B-	80-81%
C+	78-79%
C	70-77%
D+	68-69%
D	62-67%
D-	60-61%
F	59% and below

Examinations:

Exams will include multiple-choice and/or essay questions based on the assigned readings, class discussions, assignments and in-class exercises. In addition to testing your technical knowledge, your written communication skills will be tested and graded. All exams are closed book, closed notes. No calculators, phones or other electronic devices are required or allowed. In the event

of a serious illness or accident, you should inform me as soon as possible and provide official evidence/documentation, if requested. Bring a green Scantron answer sheet with you to every exam.

In-Class Exercises:

At the conclusion of Project Assignments, you will be asked to demonstrate your understanding and knowledge by performing in-class **graded** tasks similar to the Project Assignments.

Project Assignments:

Each student must complete each assignment. Certain assignments will require you to audit another student's work and "sign off" on their transactions or work product. You are encouraged to form groups and collaborate on the assignments. However, every student must turn in his or her own individual assignment. While collaboration will help you complete the assignments more efficiently, you will need to understand the concepts demonstrated in the assignments in order to perform well on exams and In-Class Exercises.

Quizzes:

Random quizzes will be given throughout the semester **without prior notice**. These quizzes are incentive to come to class prepared. The "quizzes" will be in a variety of formats including multiple-choice, matching or short answer. **The quizzes will cover the material for that day's lecture. Therefore, it is imperative that you come prepared to class, having already read through the chapter. Otherwise, you will risk losing points.**

Textbook Problems:

End of chapter problems from the textbook are intended to help you learn the material. You will be provided solutions so you can assess your own work. These textbook problems will not be collected nor will they be graded. However, we may discuss some of the problems in class.

Grade of Incomplete:

The symbol "I" (Incomplete Authorized) indicates that a portion of required course work has not been completed and evaluated in the prescribed time period due to unforeseen, but fully justified, reasons and that there is still a possibility of earning credit. It is the responsibility of the student to bring pertinent information to the attention of the instructor and to determine from the instructor the remaining course requirements, which must be satisfied to remove the Incomplete. A final grade is assigned when the work agreed upon has been completed and evaluated.

An "I" must normally be made up within one calendar year immediately following the end of the term during which it was assigned.

This limitation prevails whether or not the student maintains continuous enrollment. Failure to complete the assigned work will result in an "I" being converted to an "IC" symbol, unless the faculty member assigns a specific letter grade at the time the Incomplete is assigned, which would replace the "I" in the student's record after the calendar year deadline.

The "IC" (Incomplete Charged) symbol may be used when a student who received an authorized incomplete "I" has not completed the required course work within the allowed time limit. The "IC" replaces the "I" and is counted as a failing grade for grade point average and

progress point computation. Any questions regarding Incomplete status should be directed to registrar@csusm.edu.

THIS IS A TENTATIVE COURSE CALENDAR:

Changes to the course schedule, if any, will be announced in class.

DATE	TOPIC COVERED	IN-CLASS	ASSIGNMENT
Jan 23	Course introduction Excel Assignment - Sun Bum		NONE
Jan 25	AIS Overview CH 1, 2	P2.3 Case 2-1	
Jan 30	Process Documentation CH 3	P3.1, 3.3, 3.12	
Feb 1	Flowchart/BPD Exercise	In-class work	
Feb 6	Business Process Controls CH 7	P7.6, 7.12	Flowchart/BPD exercise DUE
Feb 8	Excel In-Class Graded Exercise		Excel Assignment due at start of class
Feb 13	Business Process Controls SUA Kickoff	Bring SUA to class	
Feb 15	Input Controls CH 10 - pp. 286-290 SUA Kickoff continues	SUA PI0.7	
Feb 20	Revenue Cycle CH 12	PI2.1, 12.2, 12.7, 12.9	
Feb 22	Revenue Cycle CH 12		
Feb 27	Expenditure Cycle CH 13	PI3.1, 13.2, 13.4, 13.11	
Feb 29	Expenditure Cycle CH 13		
Mar 6	Payroll CH 15 - pp. 442-449, 459-460 Financial Statements CH 16 pp. 470-475, XBRL - pp. 481-485	PI5.5, 16.1	
Mar 8	SUA In-Class Graded Exercise		SUA due at start of class
Mar 13	MIDTERM EXAM		
Mar 15	NO CLASS		
Mar 20	SPRING BREAK		
Mar 27	Relational Databases CH 4	Access work	
Mar 29	REA CH 17 CH 18 - pp. 540-545	PI7.7	
Apr 3	Work on Access in class		
Apr 5	Database In-Class Graded Exercise		Access Assignment Due
Apr 10	SAP Overview		Start SAP Assignment
Apr 12	NO CLASS		

DATE	TOPIC COVERED	IN-CLASS	ASSIGNMENT
Apr 17	System Reliability CH 8	P8.1, 8.3, 8.4	
Apr 19	System reliability CH 8	P8.1, 8.3, 8.4	
Apr 24	System reliability CH 9	P9.1, Case 9.1	
Apr 26	System reliability CH 10	P10.1, 10.7, 10.8	
May 1	Systems Development Process CH 20 - pp. 588-593 CH 21 - pp. 622-633 CH 22 - pp. 658-662		
May 3	Auditing Computer-Based Information Systems CH 11	P11.2, 11.3, 11.4	
May 8	Auditing Computer-Based Information Systems CH 11	P11.2, 11.3, 11.4	
May 10	Last class of the semester Final Exam Review		SAP Assignment Due

**FINAL EXAM (Location is Markstein Hall 304):
MONDAY, MAY 15, 2017 FROM 1130AM-130PM**