

Course Outline (Higher Education)

School:	Federation Business School
Course Title:	COMPUTERISED ACCOUNTING AND PRACTICE
Course ID:	BUACC2605
Credit Points:	15.00
Prerequisite(s):	Nil
Co-requisite(s):	Nil
Exclusion(s):	Nil
ASCED:	080101

Description of the Course:

The focus of this course is on computerised accounting and on continuous developments and advancements in the use of information technology to aid the accounting profession. This course enables students to operate computerised accounting software packages to carry out routine accounting tasks. A key emphasis will be on learning how to create accounts, process accounting information in respect of different business transactions and prepare accounting statements in order to assist in business decision making. Students will learn how to prepare business activity statements and other necessary statements required either by accounting practices or to comply with legislative requirements. The key emphasis is on equipping students with the latest developments in computerised accounting software to enable them to be job ready at the completion of their degree. Students will not only prepare accounting statements but will be able to analyse and interpret both routine and non-routine business transactions. Student will learn to prepare non-complex management reports and gain understanding of setting up and maintaining a payroll system. The scope of this course also includes managing the accounting systems of a small office and ensuring relevant legal requirements are adhered to.

Grade Scheme: Graded (HD, D, C, P, MF, F, XF)

Placement Component: No

Supplementary Assessment: Yes

Where supplementary assessment is available a student must have failed overall in the course but gained a final mark of 45 per cent or above and submitted all major assessment tasks.

Program Level:

Level of course in Program	AQF Level of Program					
	5	6	7	8	9	10
Introductory	■	■	✓	■	■	■
Intermediate	■	■	■	■	■	■
Advanced	■	■	■	■	■	■

Learning Outcomes:

Knowledge:

- K1.** Understand the role of technology in aiding recording, processing and analysis of business transactions
- K2.** Identify the key technological developments that drive the functioning of contemporary accounting information systems and understand the history of use of technology in processing accounting information
- K3.** Comprehend the issues associated with implementing new or updated computer accounting applications within an organisation and related corporate governance issues
- K4.** Gain a functional understanding of key computerised accounting packages used in business transactions processing

Skills:

- S1.** Recognise the practical issues related to the selection, procurement and implementation of accounting information systems, and how these issues might be best managed within given resource constraints
- S2.** Critically reflect on the structural and operational changes that accounting systems in organisations have undergone as the automation of accounting data processing has made more information available on-demand throughout the organisation
- S3.** Recognise the risks of online presence regarding processing, storage and sharing of accounting information
- S4.** Reflect on the continuously evolving and ever-changing technology framework in which accounting operates and stay ahead in responding to such changes, including to unknown risks

Application of knowledge and skills:

- A1.** Apply the milestones in the evolution of Accounting Information Systems, and the organisational changes that have been enabled and driven by these developments
- A2.** Demonstrate data entry and information retrieval system skills and document the process both from the perspective of the technical principles embodied, and the learning style adopted, to cope with acquiring a new skill
- A3.** Demonstrate an understanding of various computerised accounting solutions available for businesses and analyse their suitability
- A4.** Demonstrate an understanding of the latest technological advances and challenges faced by businesses working the online environment

Course Content:

- The role of accounting information systems
- The transaction cycles – payment, revenue, and general ledger
- Ethics and codes of conduct
- Selection and implementation of accounting information systems
- Computerised accounting systems
- E-commerce
- Cloud computing and security risks

- Information technology governance and audit

Values:

- V1.** Appreciate the ever-evolving field of computerised accounting systems and how the role of the accounting profession is changing
- V2.** Appreciate the need for flexibility in implementing and using accounting information systems
- V3.** Develop an ethical and socially responsible approach to manage information processing and associated risks
- V4.** Develop an ability to continuously monitor and adopt technology changes as and when needed and respond within given resources constraints

Graduate Attributes

The Federation University FedUni graduate attributes (GA) are entrenched in the [Higher Education Graduate Attributes Policy](#) (LT1228). FedUni graduates develop these graduate attributes through their engagement in explicit learning and teaching and assessment tasks that are embedded in all FedUni programs. Graduate attribute attainment typically follows an incremental development process mapped through program progression. **One or more graduate attributes must be evident in the specified learning outcomes and assessment for each FedUni course, and all attributes must be directly assessed in each program**

Graduate attribute and descriptor		Development and acquisition of GAs in the course	
		Learning Outcomes (KSA)	Assessment task (AT#)
GA 1 Thinkers	Our graduates are curious, reflective and critical. Able to analyse the world in a way that generates valued insights, they are change makers seeking and creating new solutions.	K1, K2, K3, K4, S2	AT2, AT3
GA 2 Innovators	Our graduates have ideas and are able to realise their dreams. They think and act creatively to achieve and inspire positive change.	S1, S2, S3, S4, A1, A2, A3, A4	AT2, AT3
GA 3 Citizens	Our graduates engage in socially and culturally appropriate ways to advance individual, community and global well-being. They are socially and environmentally aware, acting ethically, equitably and compassionately.	K1, S1, S2, S3, S4	AT1, AT2
GA 4 Communicators	Our graduates create, exchange, impart and convey information, ideas, and concepts effectively. They are respectful, inclusive and empathetic towards their audience, and express thoughts, feelings and information in ways that help others to understand.	K1, K2, K3, S1, S3, S4	AT1, AT2, AT3
GA 5 Leaders	Our graduates display and promote positive behaviours, and aspire to make a difference. They act with integrity, are receptive to alternatives and foster sustainable and resilient practices.	S2, S3, S4, A2, A3, A4	AT1, AT2

Learning Task and Assessment:

Learning Outcomes Assessed	Learning Tasks	Assessment Type	Weighting
K1, K2, K3, S1, S2, S3, A1	Review of selected topics.	Test	10-20%
K2, K3, K4, S1, S2, S3, S4, A2, A3, A4	Case studies	Assignment	30-40%
K1, K2, K3, K4, S1, S2, S3, S4, A1, A2	Comprehensive review of topics.	Invigilated exam	40-50%

Adopted Reference Style:

APA

Refer to the [library website](#) for more information

Fed Cite - [referencing tool](#)