

Course Outcomes Guide

Directions: Please complete this form to document your progress toward improving student learning. For each item, indicate your progress and your anticipated next steps. Thank you!

Course/Program Title: ACC-109 Computerized Accounting

Date: Fall 2012

Course/Program Team: Stacey McGee, David Karn

Expected Learning Outcomes:

1. Students will be able to demonstrate how to access, setup and navigate an integrated computerized accounting software package.
2. Students will be able to enter, modify and correct basic accounting transaction data using an integrated computerized accounting software package.
3. Students will be able to complete the accounting cycle by entering adjusting and closing entries and creating financial statements using a computerized accounting software package
4. Students will be able to account for customer and sales related events (maintaining and analyzing customer data, billing, bank deposits and accounts receivable) using a computerized accounting software package.
5. Students will be able to account for purchases and inventory transactions (creating purchase orders, handling invoices, maintaining inventory control) using a computerized accounting software package.
6. Students will be able to complete a payroll (individual employee records, computing payroll and printing paychecks) using a computerized accounting software package.

Assessment (How do or will students demonstrate achievement of each outcome?)

To date, this course as not has not attracted sufficient enrollment to run.

Follow-up --- Course did not run in Fall 2012

Validation (What methods have you used or will you use to validate your assessment?)

Results (What do your assessment data show? If you have not yet assessed student achievement of your learning outcomes, when is assessment planned?)

Follow-up (How have you used or how will you use the data to improve student learning?) N/A

Budget Justification (What resources are necessary to improve student learning?) N/A