

Course Name	Acct 2420, Computerized Accounting
CRN	CRN: 92207, Section 101
Description	This is a course for accounting majors in which students review and demonstrate proficiency in the accounting principles, procedures and tools that have been presented in prior courses. Accounting procedures are performed manually as well as with computerized accounting software. Students learn to use Peachtree Accounting 2008 as an example of computerized systems. The class is approximately 40% theory and 60% lab.
Prerequisites	ACCT 1140 or Division approval
Start and End Dates	5/18/09 – 8/9/09
Instructor Name	Carol Rogers
Phone	Desk: 224-3821 Voicemail: 224-3900 x 0541
Email	crogers25@cnm.edu
Required face-to-face meetings including but not limited to: Proctored exams, on campus presentations; orientations; midterm exams; final exams, etc.	This hybrid class will meet every Wednesday, 5/20 – 8/5 from 1pm to 3:45pm at Smith Brasher Hall, Room 230. The Final Exam will be taken on campus in a proctored setting during the last week of class.
Required Texts	<u>Computerized Accounting with Peachtree® 2008</u> with Peachtree CD 2008 Educational Version Authors: Mazza and Chavez Publisher: EMC Publishing Copyright: 2009 ISBN: 978-0-76383-448-7

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Software Requirements: software student must purchase for this course.	<p>Included with text and loaded on lab computers: Peachtree Accounting 2008</p> <p>Since this is a hybrid course, there is a major online component, and thus, there are some hardware and software requirements to access and complete this course. See the Black Board guidelines for these minimum requirements.</p> <p>In addition, students will need access to Microsoft Word and Power Point. Adobe Acrobat Reader, which can be downloaded for free from the internet, may also be needed.</p>
Recommended connection speed (Dial up, DSL, or High speed)	A DSL or High speed connection is recommended, but a dial-up connection is acceptable.
Additional requirements for this course	N/A
Online Information and time commitment	<p>Students should expect to spend at least 5 – 15 hours per week on this course.</p> <p>This may include reading the textbook, viewing course content in Black Board, completing and checking homework and posting/reading the discussion board postings.</p>
Additional instructions for registered students	By the first day of class, students are required to have both the Acct 2420 textbook.
DL Tutorials	http://www.cnm.edu/depts/dl/StudentTutorials.php