

## TEXAS A&amp;M INTERNATIONAL UNIVERSITY

## REQUEST FOR COURSE INVENTORY UPDATE

Edit  Add  X Delete 

Department: Accounting, Economics, and Finance Academic Year Effective: 2005-2006

Subject Prefix: ACC Course Number: 3100 Semester Credit Hours: 1

Title: Intermediate Accounting Lab HRS/WK: Lec: 0 Lab: 1 Other:

Short Course Title: Accounting Lab

## Complete Catalog Description, Including Prerequisites:

This course must be scheduled concurrently with ACC 3310. Various accounting application software packages will be reviewed. The student will be required to use the software to solve typical accounting problems such as maintaining a basic set of financial records. Prerequisite: ACC 2301, ACC 2302, and concurrent enrollment in ACC 3310

## Justification for action:

This required lab is one of the corrective steps indicated by the results of the COBA exit exams. It was one of the solutions offered in the SACS outcomes analysis.

Indication of consultation with other departments in which this course is currently a degree requirement:

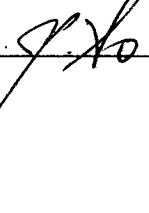
No other department is affected

## Approved:

Chairperson of Department/Division Curriculum Committee  Date: 10/6/05

Chairperson of Department/Division  Date: 10/5/05

Chairperson of College Curriculum Committee  Date: 10/6/05

Dean of the College  Date: 10/6/05

Dr. Bill Cargill

TEXAS A&M INTERNATIONAL UNIVERSITY  
ACC 3100 Intermediate Accounting Lab  
Semester Offered

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OFFICE:	Pellegrino Hall 304C	PHONE #:	326-2501
DAY	OFFICE HOURS	COURSE	CLASS HOURS CLASSROOM

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I. MAJOR LEARNING OBJECTIVES OF THE COURSE and STUDENT LEARNING OUTCOMES:

Catalog description: This course must be scheduled concurrently with ACC 3310. Various accounting application software packages will be reviewed. The student will be required to use the software to solve typical accounting problems such as maintaining a basic set of financial records. Prerequisite: ACC 2301, ACC 2302 and concurrent enrollment in ACC 3310.

**LEARNING OUTCOMES:**

- 1. Increase the accounting student's technical knowledge**
- 2. Orient the student to typical software used in an accounting environment**
- 3. Reinforce the student's understand of the accounting cycle**

II. INSTRUCTIONAL ACTIVITIES

(REPORTS/ESSAYS/CASE STUDIES/ORAL PRESENTATIONS/BOOK REVIEWS/RESEARCH PAPERS)

General ledger project	100 points
Quick books project	100 points
Other project	100 points

III. CALENDAR OF CLASS ACTIVITIES, ASSIGNMENT, AND DUE DATES

To be assigned by the instructor

IV. PREREQUISITES COMPETENCY SKILLS OF THE COURSE (OPTIONAL)

Acc 2301 and Acc 2302 and concurrent enrollment in Acc 3310

V. REQUIRED TEXTBOOKS:

Rankin,Howard, [South-Western Accounting for QuickBooks® Pro 2005 \(with Data CD\)](#)  
1st Edition © 2006, ISBN: 0538442050

Yacht, Carol, [South-Western Accounting with Peachtree® Complete 2005 \(with Individual License\)](#)  
1st Edition © 2006, ISBN: 0538442093

Or equivalent books selected by the instructor

VI. DESCRIPTION OF GRADING CRITERIA

GRADES ARE RECORDED FROM "A" TO "F". NUMERICAL VALUES CORRESPONDING TO THESE LETTERS ARE APPROXIMATELY AS FOLLOWS

Grade	Percent of points Accumulated	Description of Performance
A	90-100	EXCELLENT
B	80-89	GOOD
C	70-79	AVERAGE
D	60-69	PASSING
F	BELOW 70	FAILURE
I	INCOMPLETE: GIVEN TO A STUDENT WHO IS PASSING BUT HAS NOT COMPLETED A TERM PAPER, EXAMINATION OR OTHER REQUIRED WORK (RARELY GIVEN). Contracts must be signed by both the student and the instructor clearly explaining what is needed to complete the course.	
W	DROPPED: GIVEN WHEN A STUDENT HAS OFFICIALLY DROPPED OR WITHDRAWN FROM THE COURSE IN ACCORDANCE WITH UNIVERSITY POLICY.	

#### Other information:

Should a faculty member discover that a student has committed plagiarism, the student will receive a grade of "F" in that course and the matter will be referred to the Executive Director of Student Life for possible disciplinary action.

The Copyright Act of 1976 grants to copyright owners the exclusive right to reproduce their work and distribute copies of their work. Works that receive copyright protection include published works such as a textbook. Copying a textbook without permission from the owner of the copyright may constitute copyright infringement. Civil and criminal penalties may be assessed for copyright infringement. Civil penalties include damages up to \$100,000; criminal penalties include a fine of up to \$250,000 and imprisonment.

The University is composed of a diverse student body who have a number of different religious beliefs. Reasonable accommodations will be made to allow students to practice their beliefs. It is the responsibility of the student to inform the instructor in advance when there is a conflict between scheduled classroom activities (examinations, quizzes, etc.) and religious holidays.

Students diagnosed with ADA recognized problems should contact Student Counseling at 326-2230. Students who have not been diagnosed with an ADA condition but feel that they might be eligible for assistance under the provisions of ADA are encouraged to contact Student Counseling