

Course Outline

Code: ACC508

Title: Informatics and Financial Applications

School:	Business
Teaching Session:	Semester 2
Year:	2020
Course Coordinator:	Dr Jacqueline Blake
Course Moderator:	Dr Jayan Kurian

Please go to the USC website for up to date information on the teaching sessions and campuses where this course is usually offered.

1. What is this course about?

1.1 Description

In this course you will develop an understanding of the broad field of informatics, and the specific applications that support financial reporting, analysis and decision making. Hence, this course will provide you with a firm foundation in the principles of informatics and the skills to use specific applications for accounting and financial planning.

1.2 Field trips, WIL placements or activities required by professional accreditation

N/A

2. What level is this course?

500 level Advanced - Engaging with new discipline knowledge and skills at an advanced level or deepening existing knowledge and skills within a discipline. Independent application of knowledge and skills in unfamiliar contexts.

3. What is the unit value of this course?

12 units

4. How does this course contribute to my learning?

Specific Learning Outcomes On successful completion of this course, you should be able to:	Assessment tasks You will be assessed on the learning outcomes in task/s:	Graduate Qualities or Professional Standards mapping Completing these tasks successfully will contribute to:
Demonstrate the use of software tools to present information and data to required standards.	1 and 2	Empowered Career ready
Evaluate and apply software controls to ensure data and system quality.	2 and 3	Knowledgeable Career ready
Appreciate and describe the role informatics plays in accounting and financial applications.	3	Empowered Communication
Identify and apply ethical principles to accounting principles.	3	Ethical Community consciousness

5. Am I eligible to enrol in this course?

Refer to the [USC Glossary of terms](#) for definitions of “pre-requisites, co-requisites and anti-requisites”.

5.1 Enrolment restrictions

Must be enrolled in a Postgraduate program

5.2 Pre-requisites

Nil

5.3 Co-requisites

Nil

5.4 Anti-requisites

Nil

5.5 Specific assumed prior knowledge and skills (where applicable)

N/A

6. How am I going to be assessed?

6.1 Grading scale

Standard – High Distinction (HD), Distinction (DN), Credit (CR), Pass (PS), Fail (FL)

6.2 Details of early feedback on progress

Online, non-graded weekly quizzes. These quizzes are developed to provide feedback on understanding of lecture content.

6.3 Assessment tasks

Task No.	Assessment Product	Individual or Group	Weighting %	What is the duration / length?	When should I submit?	Where should I submit it?
1	Report	Individual	20%	1,500 words maximum	Week 5, Monday	Online Assignment Submission with Plagiarism check
2	Artefact - Technical and Scientific, and Written Piece	Individual	30%	2,000 words maximum	Week 9, Monday	Online Assignment Submission with Plagiarism check
3	Examination	Individual	50%	2 hours	Central examination period	Online Assignment Submission with Plagiarism check
			100%			

Assessment 1: Microsoft Office assignment

Goal:	You will demonstrate your proficiency in the use of Microsoft Office tools to present accounting-related information.
Product:	Report
Format:	A series of tasks to complete a business level report presenting accounting information systems information. This is an individual assessment Further details will be provided in the assessment area in Blackboard
Criteria:	Analysis and interpretation of business data to communicate findings. Application of Microsoft Office Tools to construct a well-presented report. Illustration of the findings with clear business level communication.

Assessment Task 2: MS Excel and presenting accounting information assignment

Goal:	You will use various excel functions to create an effective spreadsheet model that meets the user's needs.
Product:	Artefact - Technical and Scientific, and Written Piece
Format:	A spreadsheet model and written content explaining the model. This is an individual assessment. Further details will be provided in the assessment area in Blackboard
Criteria:	Analysis of data and use of well-chosen Excel Formulas to manipulate the data. Interpretation of the data and presentation of Excel WorkBook Illustration of the findings with clear business level communication.

Assessment Task 3: Final Examination

Goal:	Demonstrate knowledge of informatics and financial applications.
Product:	Examination
Format:	Two-hour examination Further details will be provided in the assessment area in Blackboard
Criteria:	Explanation and application of software controls to ensure data and system quality. Appreciation and description of the role informatics plays in accounting and financial applications. Identification and application of ethical principles to accounting principles.

7. Directed study hours

This course will be delivered via technology-enabled learning and teaching. All lectures will remain in this mode for Semester 2 2020.

When government guidelines allow, students that elected on-campus study via the class selection process will be advised when on campus tutorials and practical sessions will resume.

Student workload is calculated at 12.5 learning hours per one unit.

Each week:

- 1 hour on-line lecture
- 1 hour interactive tutorial
- 1 hour digital content
- 9.5 hours independent study (including assessment work)

8. What resources do I need to undertake this course?

Please note that course information, including specific information of recommended readings, learning activities, resources, weekly readings, etc. are available on the course Blackboard site. Please log in as soon as possible.

8.1 Prescribed text(s) or course reader

Please note that you need to have regular access to the resource(s) listed below as they are required:

Author	Year	Title	Publisher
Gelinas, U. J., Dull, R. B. & Wheeler, P. R.	2018	<i>Accounting Information Systems, 11th International edition</i>	Cengage. ISBN: 978-0-170-42368-7

8.2 Specific requirements

N/A

9. How are risks managed in this course?

Health and safety risks for this course have been assessed as low.

It is your responsibility as a student to review course material, search online, discuss with lecturers and peers, and understand the health and safety risks associated with your specific course of study. It is also your responsibility to familiarise yourself with the University's general health and safety principles by reviewing the [online Health Safety and Wellbeing training module for students](#), and following the instructions of the University staff.

10. What administrative information is relevant to this course?

10.1 Assessment: Academic Integrity

Academic integrity is the ethical standard of university participation. It ensures that students graduate as a result of proving they are competent in their discipline. This is integral in maintaining the value of academic qualifications. Each industry has expectations and standards of the skills and knowledge within that discipline and these are reflected in assessment.

Academic integrity means that you do not engage in any activity that is considered to be academic fraud; including plagiarism, collusion or outsourcing any part of any assessment item to any other person. You are expected to be honest and ethical by completing all work yourself and indicating in your work which ideas and information were developed by you and which were taken from others. You cannot provide your assessment work to others. You are also expected to provide evidence of wide and critical reading, usually by using appropriate academic references.

In order to minimise incidents of academic fraud, this course may require that some of its assessment tasks, when submitted to Blackboard, are electronically checked through SafeAssign. This software allows for text comparisons to be made between your submitted assessment item and all other work that SafeAssign has access to.

10.2 Assessment: Additional requirements

Eligibility for Supplementary Assessment

Your eligibility for supplementary assessment in a course is dependent of the following conditions applying:

- a) The final mark is in the percentage range 47% to 49.4%
- b) The course is graded using the Standard Grading scale
- c) You have not failed an assessment task in the course due to academic misconduct

10.3 Assessment: Submission penalties

Late submission of assessment tasks will be penalised at the following maximum rate:

- 5% (of the assessment task's identified value) per day for the first two days from the date identified as the due date for the assessment task.
- 10% (of the assessment task's identified value) for the third day
- 20% (of the assessment task's identified value) for the fourth day and subsequent days up to and including seven days from the date identified as the due date for the assessment task.
- A result of zero is awarded for an assessment task submitted after seven days from the date identified as the due date for the assessment task.

Weekdays and weekends are included in the calculation of days late.

To request an extension, you must contact your Course Coordinator and supply the required documentation to negotiate an outcome.

10.4 Study help

In the first instance, you should contact your tutor, then the Course Coordinator. Additional assistance is provided to all students through Academic Skills Advisers. To book an appointment or find a drop-in session go to [Student Hub](#).

Contact Student Central for further assistance: +61 7 5430 2890 or studentcentral@usc.edu.au

10.5 Wellbeing Services

Student Wellbeing Support Staff are available to assist on a wide range of personal, academic, social and psychological matters to foster positive mental health and wellbeing for your success. Student Wellbeing is comprised of professionally qualified staff in counselling, health and disability Services.

Ability Advisers ensure equal access to all aspects of university life. If your studies are affected by a disability, mental health issue, learning disorder, injury or illness, or you are a primary carer for someone with a disability, [AccessAbility Services](#) can provide assistance, advocacy and reasonable academic adjustments.

To book an appointment with either service go to [Student Hub](#), email studentwellbeing@usc.edu.au or accessability@usc.edu.au or call 07 5430 1226

10.6 Links to relevant University policy and procedures

For more information on Academic Learning & Teaching categories including:

- Assessment: Courses and Coursework Programs
- Review of Assessment and Final Grades
- Supplementary Assessment
- Administration of Central Examinations
- Deferred Examinations

- Student Academic Misconduct
- Students with a Disability

Visit the USC website:

<http://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching>

10.7 General Enquiries

In person:

- **USC Sunshine Coast** - Student Central, Ground Floor, Building C, 90 Sippy Downs Drive, Sippy Downs
- **USC Moreton Bay** – Service Centre, Ground Floor, Foundation Building, Gympie Road, Petrie
- **USC SouthBank** - Student Central, Building A4 (SW1), 52 Merivale Street, South Brisbane
- **USC Gympie** - Student Central, 71 Cartwright Road, Gympie
- **USC Fraser Coast** - Student Central, Student Central, Building A, 161 Old Maryborough Rd, Hervey Bay
- **USC Caboolture** - Student Central, Level 1 Building J, Cnr Manley and Tallon Street, Caboolture

Tel: +61 7 5430 2890

Appendix 1 Course content

Week # / Module #	What key concepts/content will I learn?	Directed Study Activities: teaching components
1	Chapter 1: Introduction to Accounting Information Systems	Please refer to Section 7 for details
2	Chapter 2: Enterprise Systems	Please refer to Section 7 for details
3	Chapter 3: Electronic Business (E-Business) Systems	Please refer to Section 7 for details
4	Chapter 5 & 6: Database Management Systems, relational Databases and SQL	Please refer to Section 7 for details
5	Chapter 7: Introduction to Enterprise Risk management and Internal Control	Please refer to Section 7 for details
6	Chapter 8: Introduction to Pervasive Controls	Please refer to Section 7 for details
7	Chapter 10 & 11: Order Entry/ sales Process and Billing/ Accounts Receivable/ Cash receipts	Please refer to Section 7 for details
8	Chapter 12: The Purchasing Process	Please refer to Section 7 for details
9	Chapter 13 & 14: The Accounts Payable/ Cash Disbursements Process and The Human Resources (HR) Management and payroll Process	Please refer to Section 7 for details
10	Chapter 15: Integrated Production Process	Please refer to Section 7 for details
11	Chapter 16: The general Ledger and Business Reporting Process	Please refer to Section 7 for details
12	Chapter 17: Acquiring and Implementing Accounting Information Systems	Please refer to Section 7 for details

Please note that the course activities may be subject to variation.

Mid Semester Break:

28th September 2020-4th October 2020 (Between Week 10 and Week 11)

Public Holidays

Queen's Birthday - Monday 5th Oct 2020 (Week 11)