



The University of Southern Queensland

Course specification

The current and official versions of the course specifications are available on the web at <http://www.usq.edu.au/coursespecification/current>.
Please consult the web for updates that may occur during the year.

Description: Accounting Information Systems

Subject	Cat-nbr	Class	Term	Mode	Units	Campus
ACC	3101	91541	2, 2009	ONC	1.00	Toowoomba

Academic group:	FOBUS
Academic org:	FOB008
Student contribution band:	3A
ASCED code:	080101

STAFFING

Examiner: Joseph Mula
Moderator: Peter Best

REQUISITES

Pre-requisite: CIS1000 and ACC1101

OTHER REQUISITES

Students are required to have access to a personal computer, e-mail capabilities and Internet access to UConnect. Current details of computer requirements can be found at <http://www.usq.edu.au/ict/students/standards/default.htm>.

SYNOPSIS

This course takes a cost contracting approach to analysing accounting information systems, although other perspectives on firms and information systems are also considered. Drawing on the theory of the firm (Coase 1937) and agency theory (Jensen and Meckling 1976, Fama and Jensen 1983), the course examines the role of accounting information systems in monitoring and controlling contracting and agency relationships between the various economic actors in business firms, and in supporting contracting relationships beyond the boundaries of the firm. It focuses on the design of accounting information systems in the context of a business operation with an emphasis on the design of controls and control systems to mitigate against the threats induced by agency based relationships and through intentional and unintentional error. Throughout the course these topics are considered in the context of recent major changes in the business environment, such as globalisation of world economies, sustainability and advances in technologies such as the Internet and telecommunications. Students are taught how to 'find out' about these changes and to analyse them in an information systems context. This analysis will equip students to understand how accounting information systems operate to support the internal and external functioning of firms, and how to make best use of them. Since accounting information systems are at the heart of most business information systems, the course focuses on three major transaction processing cycles viz general ledger/reporting, revenue and purchasing. Formerly ACC2101.

OBJECTIVES

On successful completion of this course, students should be able to:

1. demonstrate academic and professional literacy skills through comprehension and application of theories and concepts that are relevant to accounting information systems, contracting and agency relationships
2. explore the way that both internal and external environmental factors impact upon business operation through accounting information systems
3. use the MYOB and SAP accounting information systems software packages to apply information system management processes, including major transaction processing cycles of general ledger/reporting, revenue and purchasing
4. demonstrate teamwork skills by preparing and submitting a team project
5. demonstrate written communication skills by preparing and submitting two project reports
6. demonstrate ethical research and enquiry skills by comprehending ethical decision-making in the context of accounting information systems.

TOPICS

Description	Weighting (%)
1. Introduction to AIS and the theoretical framework	5.00
1.1. Introduction and definition of AIS	
1.2. The theory of the firm, agency theory and cost contracting theory	
1.3. The separation of decision control and decision management	
1.4. Implications of residual risk bearing on organisation structure, contracting relationships and on AIS	
1.5. AIS as a strategic weapon	
1.6. Global economic, social, environmental and technological change	
2. AIS development and implementation strategies	5.00
2.1. Systems development life cycle	
2.2. Systems analysis	
2.3. The buy, develop or outsource decision	
2.4. Business process re-engineering	
2.5. Enterprise resource planning (ERP) systems	

3.	Acquired accounting systems - an overview	5.00
	3.1. Overview of business processes	
	3.2. Introduction to small systems using MYOB	
	3.3. Introduction to large systems using SAP	
	3.4. Comparison and customisation of small and large systems	
4.	Basic systems development and documentation tools	5.00
	4.1. Establishing projects, project management and gantt charts	
	4.2. Systems documentation, data flows diagrams	
	4.3. Documenting business processes with flow charts	
	4.4. Data modelling, E-R diagrams and the REA data model	
	4.5. Management and auditor concerns with systems analysis, development and implementation	
5.	Chart of accounts and setting up the general ledger	10.00
	5.1. Chart of accounts and the general ledger	
	5.2. Setting up a business (GL) in SAP	
	5.3. Control objectives, threats and key controls to mitigate risk	
	5.4. Application of an AIS to business reporting	
	5.5. Ethics and the GL cycle - stakeholder analysis	
6.	AIS - revenue cycle	10.00
	6.1. Overview and objectives of the revenue cycle	
	6.2. Sales and collections in SAP	
	6.3. Major exposures in the revenue cycle and key controls to mitigate risk	
	6.4. Application of an AIS to revenue cycle reporting	
	6.5. Ethics and the revenue cycle - stakeholder analysis	

7.	AIS - expenditure cycle	10.00
	7.1. Overview, steps in the acquisition and expenditure cycle	
	7.2. Expenditures in SAP	
	7.3. Application of an AIS to decision responsibilities for acquisition and expenditure	
	7.4. Major exposures in the expenditure cycle and key controls to mitigate risk	
	7.5. AIS technologies and the acquisition and expenditure cycle	
	7.6. Ethics and the expenditure cycle - stakeholder analysis	
8.	Data storage and networking issues in AIS	15.00
	8.1. Databases in accounting system design	
	8.2. Relational data models and relational databases	
	8.3. Database management systems and trends	
	8.4. Networks, enterprise-wide networking, connectivity - issues and standards	
	8.5. Exploiting the Internet	
	8.6. Managing global information systems	
9.	Internal controls and auditability of AIS	15.00
	9.1. Need for computer environment controls, control frameworks and general controls	
	9.2. Processing integrity controls in AIS	
	9.3. Audit trails within computer-based AIS	
	9.4. Systems and procedural documentation	
10.	Computer fraud and abuse	10.00
	10.1. Common fraud types and motives	
	10.2. Computer fraud classifications and abuse techniques	
	10.3. Controls for mitigating fraud - board, audit committee, internal and external audit	
	10.4. Fraud detection methods	
	10.5. External financial reporting and fraud, regulations and accounting standards	

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| 11. | AIS security, risk management and continuity planning | 5.00 |
| | 11.1. Electronic enterprise strategy and vulnerabilities | |
| | 11.2. Business continuity planning and risk management for AIS | |
| | 11.3. Information security and impact on AIS | |
| | 11.4. Telecommunications and networking - risks and rewards | |
| | 11.5. Data confidentiality, privacy, threats and ethics | |
| | 11.6. Testing of business continuity plans | |
| 12. | Management information systems and AIS | 5.00 |
| | 12.1. Management information systems supported by AIS | |
| | 12.2. Key performance indicators (KPIs) grounded in AIS | |
| | 12.3. Requirements for an effective AIS to support DSS and ESS | |
| | 12.4. Data warehouse and business intelligence (BI) integration with ESS/DSS | |

TEXT and MATERIALS required to be PURCHASED or ACCESSED

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at <http://bookshop.usq.edu.au> click 'Semester', then enter your 'Course Code' (no spaces).

A complete study resources package is also available from the USQ Bookshop which contains the set text book, program disk and Vallely (2006).

Summers, J & Smith, B 2006, *Communication skills handbook: how to succeed in written and oral communication*, 2nd edn, John Wiley & Sons, Milton, Queensland
 OR Fleet, W, Summers, J & Smith, B 2006, *Communication skills handbook for accounting*, 2nd edn, John Wiley & Sons, Milton, Queensland.

ACC3101 study package available from the USQ Bookshop.

Romney, MB & Steinbart, PJ 2009, *Accounting information systems*, 11th edn, Prentice Hall, Upper Saddle River, New Jersey.

Vallely, M 2008, *MYOB version 17: a hands on approach + MYOB CD*, Pearson Education, Frenchs Forest, New South Wales.

REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

Albrecht, WS, Albrecht, CC & Albrecht, CO 2009, *Fraud examination*, 3rd edn, Thomson/South-Western, Toronto, Ontario.

Anderson, GW, Rhodes, T, Davis, J, Dobbins, J & Jenzer, A 2009, *Sams teach yourself SAP in 24 hours*, 3rd edn, SAMS, Indianapolis, Indiana.

Arif, N 2008, *SAP ERP financials: configuration and design*, Galileo Press, Bonn, Germany.

Bragranoff, NA, Simkin, MG & Norman, CS 2008, *Core concepts of accounting information systems*, 10th edn, John Wiley & Sons, New York.

Brinkmann, S & Zeilinger, A 2000, *SAP R/3 Financial accounting: making it work for your business*, Addison-Wesley, Harlow, England.

(chapter 7)

Coase, RH 1937, The nature of the firm, *Economica*, Vol 4, no. , pp386-405.

Fama, EF 1980, Agency problems and the theory of the firm, *Journal of Political Economy* 88, Vol 2, no. , pp288-307.

Fama, EF 1983, Agency problems and residual claims, *Journal of Law and Economics*, Vol 26, no. , pp327-350.

Fama, EF & Jensen, MC 1983, Separation of ownership and control, *The Journal of Law and Economics*, Vol 26, no. , pp301-325.

Gelinas, UJ Jnr & Dull, RB 2008, *Accounting information systems*, 7th edn, Thomson/South-Western, Mason, Ohio.

Horngren, CT, Harrison, WT, Bamber, LS, Best, PJ, Fraser, DJ & Willett, R 2006, *Financial accounting with MyAccountingLab*, 5th edn, Pearson Education Australia, Frenchs Forest, New South Wales.

Hurst, Q & Nowak, D 2000, *Configuring SAP R/3 FI/CO*, Sybex, San Francisco, California.

(chapters 4 and 5)

Jensen, MC & Meckling, WH 1976, Theory of the firm: managerial behavior, agency costs and ownership structure, *Journal of Financial Economics*, Vol 3, no.4, pp305-360.

Mazzullo, J & Wheatley, P 2005, *SAP R/3 for everyone: step-by-step instructions, practical advice, and other tips and tricks for working with SAP*, Prentice Hall, Upper Saddle River, New Jersey.

Narayanan, V 2007, *SAP R/3 FI transactions*, Infinity Science Press, Hingham, Massachusetts.

Rockefeller, BW 1988, *Using SAP R/3 FI: beyond business process reengineering*, John Wiley, New York.

(chapters 3 and 4)

Stair, R, Moisiadis, F, Genrich, R & Reynolds, G 2008, *Principles of information systems*, 7th edn, Thomson Learning, South Melbourne, Victoria.

STUDENT WORKLOAD REQUIREMENTS

ACTIVITY	HOURS
Assessments	56.00
Private Study	70.00
Workshops	39.00

ASSESSMENT DETAILS

Description	Marks out of	Wtg (%)	Due date	Objectives assessed	Graduate skill	Level assessed
PROJECT 1 (INDIVIDUAL)	100.00	20.00	30 Sep 2009	1, 2, 3, 5		
PROJECT 2 (GROUP)	100.00	20.00	21 Oct 2009	1, 2, 3, 4, 5		
PARTICIPATION	100.00	10.00	30 Oct 2009	1, 2, 3, 6		
PART A OF 2-HOUR EXAMINATION	50.00	25.00	END S2 (see note 1)	1, 2, 3, 6		
PART B OF 2-HOUR EXAMINATION	50.00	25.00	END S2	1, 2, 3, 6		

NOTES

1. The examination is scheduled to be held in the end-of-semester examination period. Students will be advised of the official examination date after the timetable has been finalised.

IMPORTANT ASSESSMENT INFORMATION

- 1 Attendance requirements:
It is the students' responsibility to attend and participate appropriately in all activities (such as lectures, tutorials, laboratories and practical work) scheduled for them, and to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration.
- 2 Requirements for students to complete each assessment item satisfactorily:
To satisfactorily complete an individual assessment item a student must achieve at least 50% of the marks. (Depending upon the requirements in Statement 4 below, students may not have to satisfactorily complete each assessment item to receive a passing grade in this course.)
- 3 Penalties for late submission of required work:
If students submit assignments after the due date without prior approval of the examiner, then a penalty of 5% of the total marks gained by the student for the assignment may apply for each working day late up to ten working days at which time a mark of zero may be recorded.
- 4 Requirements for student to be awarded a passing grade in the course:
To be assured of receiving a passing grade a student must achieve at least 50% of the total weighted marks available for the course.
- 5 Method used to combine assessment results to attain final grade:

The final grades for students will be assigned on the basis of the aggregate of the weighted marks obtained for each of the summative assessment items in the course.

6 Examination information:

This is a restricted examination. Candidates are allowed access to specific materials during the examination. The only materials that candidates may use in the restricted examination for this course are: writing materials (non-electronic and free from material which could give the student an unfair advantage in the examination); calculators which cannot hold textual information (students must indicate on their examination paper the make and model of any calculator(s) they use during the examination). Students are not permitted to take mobile telephones, pagers or other electronic means of communication into the examination room. Students whose first language is not English may also take into the examination, a paper-based translation dictionary that is free from material which could give the student an unfair advantage in the examination. Electronic translations dictionaries are not permitted.

7 Examination period when Deferred/Supplementary examinations will be held:

Any Deferred or Supplementary examinations for this course will be held during the next examination period.

8 University Regulations:

Students should read USQ Regulations 5.1 Definitions, 5.6 Assessment, and 5.10 Student Academic Misconduct for further information and to avoid actions which might contravene university regulations. These regulations can be found at <http://www.usq.edu.au/corporateservices/calendar/part5.htm>. Students should also read the Faculty of Business Procedures which can be found at <http://www.usq.edu.au/business/aboutfob.htm>.

ASSESSMENT NOTES

- 1 Assignments: (i) The due date for an assignment is the date by which a student must submit the assignment to the USQ electronically. (ii) Students must retain a copy of each assignment submitted for assessment. This must be produced within 24 hours if required by the examiner. (iii) The examiner may grant an extension of the due date of an assignment only in extenuating circumstances. Computer systems failure will not be valid grounds for applications for extension of assignment due dates. If students wish to claim extenuating circumstances then they shall provide validated documentary evidence explaining the circumstances prior to relevant due date. The examiner shall consider the statement and decide on the outcome. No extension will be granted if an extension is applied for after the due date of the assignment. A request for an extension included with the late assignment will not be granted. (iv) No extension will be granted after the solution has been made available to students. (v) Assignments are to be submitted in accordance with assignment instructions provided or as directed by the examiner. (vi) The examiner will not accept submission of assignments by facsimile or in paper form.
- 2 Referencing in assignments: Harvard (AGPS) is the referencing system required in this course. Students should use Harvard (AGPS) style in their assignments to format details of the information sources they have cited in their work. The Harvard (AGPS) style to be used is defined by the USQ Library's referencing guide at <http://www.usq.edu.au/library/help/referencing/default.htm>.
- 3 Course weightings: Course weightings of topics should not be interpreted as applying to the number of marks allocated to questions testing those topics in an examination paper. The examination may test material already tested in assignments.

OTHER REQUIREMENTS

- 1 Computer/Software requirements are outlined in the Introductory e-book.
 - 2 Students are required to have or have access to a personal computer system and required software (see above) that are fully operational PRIOR to the commencement of the semester in which the course is offered. Systems failure will not be valid grounds for applications for extension of assignment due dates. Ensure backups are regularly maintained on external storage media, for example, CD, USB drive or floppy disk.
 - 3 Students will require access to email and Internet access to UConnect for this course.
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