

## Course Information Form (CIF)

**Course Code:** ACC 219

**Course Title:** Computerized Integrated Accounting

**Department:** Business/Computer Science and Technologies

**Effective Date:** Summer 2026

**PCS Code:** 1.2 - Occupational/Technical Instruction

**CIP Code:** 52.0407

**Repeatability:** 0

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### Credit Hours

**Catalog Notation:** 2-2-3

**Credit Hour Distribution:**

Lecture: 2

Lab: 2

Clinical: 0

**Total: 3**

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### General Course Information

#### Catalog Description

Accounting principles are integrated into computerized format. Develops understanding of computerized applications, including general ledger, accounts receivable, accounts payable, inventory, and payroll.

#### General Course Objectives

To familiarize the student with a cloud-based accounting financial software system for entrepreneurs.

#### Minimum Placement Levels

English	Reading	Math
None	None	None

#### Prerequisites

Credit in ACC 101 or ACC 117

*Recommended before enrolling (not required):*

Basic computer skills

#### Methods of Evaluation

20 quizzes, 2 per chapter; 20 exercises, 2 per chapter; QuickBooks certification preparation and exam.

#### Instructional Materials and Additional Supplies

Computer Accounting with QuickBooks: A Cloud Based Approach, current edition, McGraw-Hill

9781264108091

Voucher for Certification Exam, approximately \$100 per student.

## Course Content

### General Learning Outcomes (GLOs)

- Reasoning and Inquiry: Students will demonstrate the ability to solve problems using deductive reasoning and logic, quantitative reasoning, or the scientific method.
- Technology: Students will demonstrate the ability to evaluate, select, and appropriately use current and emerging tools.

### Course Segments and Student Learning Outcomes

Course Segment	Learning Outcomes	Lecture Hours	Lab Hours	Clinical Hours
Online Navigation and Settings	<ol style="list-style-type: none"> <li>View introduction of Quickbooks with a guided tour of QBO Navigation and QBO tools.</li> <li>Reproduce a new company setup.</li> </ol>	3	3	0
Chart of Accounts	<ol style="list-style-type: none"> <li>Customize chart of accounts.</li> <li>Add accounts and subaccounts, edit accounts, and inactivate accounts.</li> <li>Align chart of accounts with tax return.</li> </ol>	3	3	0
Transactions	<ol style="list-style-type: none"> <li>Identify and record various types of transactions including banking, customer, vendor, and employee transactions.</li> <li>Create invoices, expenses, and recurring transactions; prepare lists; and make deposits.</li> </ol>	3	3	0
Banking	<ol style="list-style-type: none"> <li>Create deposits.</li> <li>Construct checks.</li> <li>Reconcile bank statements.</li> <li>Describe online banking procedures.</li> <li>Record credit card charges.</li> <li>Match bank and credit card transactions, and products and services list.</li> </ol>	3	3	0
Customers and Sales	<ol style="list-style-type: none"> <li>Prepare invoices.</li> <li>Prepare cash receipts from credit customers.</li> <li>Identify schedule of receivable.</li> <li>Prepare customer statements.</li> <li>Create new customer.</li> <li>Restate customer information.</li> <li>Record cash sales.</li> <li>Evaluate journal entries and products and services list.</li> </ol>	3	3	0
Vendors and Expenses	<ol style="list-style-type: none"> <li>Create vendors list.</li> <li>Construct the purchasing cycle including purchase orders, receipt of inventory and bill, and payment of bill.</li> <li>Record sales tax.</li> <li>Evaluate vendor reports, recording vendor services paid by check and credit card.</li> </ol>	3	3	0
Inventory	<ol style="list-style-type: none"> <li>Record vendor transactions related to inventory, including creating purchase orders, entering bills for inventory, and paying bills.</li> <li>Create customer invoice and receive payment.</li> <li>Perform bank deposit for undeposited funds; create internal controls.</li> </ol>	3	3	0
Employees and Payroll	<ol style="list-style-type: none"> <li>Identify employee name, social security number, marital status, and number of exemptions in the payroll module.</li> <li>Record employee earnings.</li> <li>Prepare payroll and invoicing using time tracking.</li> <li>Evaluate payroll reports and tax forms, pay payroll liabilities, and file payroll forms.</li> </ol>	3	3	0

<b>Course Segment</b>	<b>Learning Outcomes</b>	<b>Lecture Hours</b>	<b>Lab Hours</b>	<b>Clinical Hours</b>
Adjustments	1. Construct the accounting cycle, including adjusting entries.	3	3	0
Reports	1. Prepare and analyze reports including trial balance, adjusting entries, and adjusted trial balance. 2. Prepare and analyze financial statements including Profit and Loss, balance sheet, and Statement of Cash Flows. 3. Create management reports, A/R aging reports, and open invoices; report on income by customer, sales by product/service, and physical inventory worksheet.	3	3	0

**Total Contact Hours**

<b>Lecture Hours</b>	<b>Lab Hours</b>	<b>Clinical Hours</b>
30	30	0