

Business Administration

Course Number: **BUAD 236**

Course Title: **ACCOUNTING COMPUTER APPLICATIONS**

Credits: **3**

Calendar Description:

Evaluation Procedure

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|----------------|-----|
| Assignments | 30% |
| Mid-term Exams | 50% |
| Final Exam | 20% |
| Total | |

Course Schedule

| 2019 week of | | |
|--------------|-------|--|
| | | Wednesday, Sept 4 - Classes Start Monday, October 14 Thanksgiving (no classes) Monday, November 11 Remembrance Day (no classes) Wednesday, December 4 Last Day of Regular Classes |
| Sept | 4-6 | Introduction to Accounting Information Systems and Course Pack Introduction to Sage 50, Create a new company, Chart of Accounts |
| | 9-13 | Sage 50 Inventory Purchases and Other Purchases, Cheques Sales, Accounts Receivable, Deposits |
| | 16-20 | Sage 50 - Employees, Payroll, Petty Cash, Inventory Adjustments, Bank Reconciliation |
| | 23-27 | Sage 50 Month 2/Month 3 |
| Oct | 30-4 | Sage 50 Month 3, T4, T5, GST Return and Financial Statements |
| | 7-11 | Midterm Exam 1 Sage 50 QuickBooks - Create a new company, Chart of Accounts, Month 1 |
| | 15-18 | QuickBooks Month 1, Month 2 |
| | 21-25 | QuickBooks Month 3 |

