



Business Department

973-328-5656

214 Center Grove Road, Randolph, NJ 07869

ACC-105: COMPUTERIZED ACCOUNTING

3 Credits

Division: School of Professional Studies and Applied Sciences

Catalog Course Description:

This course is designed to introduce students to a widely used software program used to record and track accounting transactions and that simplifies financial tasks. By using QuickBooks, the students will analyze and record accounting transactions in a computerized environment.

Textbooks:

Title	Ed	Author(s)	Publisher	ISBN	Req/Rec
Connect Access Card for Computer Accounting Quickbooks	3 rd Edition	Yacht	McGraw Hill	9781264209019	Required

Statement of Course Learning Outcomes:

Learning Outcomes

- At the end of the course the student should have mastered Quickbooks and be able to apply this knowledge to the accounting cycle.
- Record Sales.
- Identify and record purchases, including those on credit - Accounts Payables.
- Record and manage Inventory.
- Classify accounts, post to journals, perform adjustments and closing entries.
- Identify and record customer sales on credit - Accounts Receivables.