

## **Accounting Information Systems and Internal Control**

53:010:532

Spring 2022

Professor Joseph Canada

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**Course Objectives:** Understanding organizations (their activities, processes, and the information needs of organizational stakeholders) is the focus of this course. Additionally, students will be exposed to an array of cutting edge AIS topics.

**Textbook Materials:** This is an online course. Students must have access to Revel Accounting Information Systems, 15e, the course materials for Spring 2022 53:010:532.  
Purchase options: <https://www.pearson.com/store/>

Revel is linked to our Canvas site, so you can also purchase an ebook rental there. There is a video titled “Getting Started with Revel Pearson” in the introduction module that should provide some guidance.

If you need help, check out these Revel student resources:  
<https://www.pearsonhighered.com/revel/students/support/>

**Required Software:** Students are required to use MS Access and MS Excel in this course. Rutgers provides MS Office to students: <https://it.rutgers.edu/microsoft-office/microsoft-office-for-students/>

Note iOS users: It is the student’s responsibility to save “.numbers” files as MS Excel files or “.csv” files before uploading.

**Resources:** Short lecture videos and homework review videos are provided in Canvas.

**Class Preparation:** Be prepared to spend 6 to 9 hours each week preparing for this class (studying and homework).

**Grading Scale:**

Grades will not be rounded.

A	100 – 90.0%	1000 – 900 points
B+	89.9 – 85.0%	899.99 – 850 points
B	84.9 - 80.0%	849.99 – 800 points
C+	79.9 – 75.0%	799.99 – 750 points
C	74.9 – 70.0%	749.99 – 700 points
F	69.9 – 0.0%	699.99 – 0 points

**Grade Weights:**

Chapter Quizzes	30%	300 points
Homework Assignments	40%	400 points
Database Project	10%	100 points
Exams	20%	200 points
Total	100%	1000 points

**Chapter Quizzes:**

Chapter quizzes are completed in Revel. They are designed to reward you for your preparation effort (reading the textbook chapter). You have 3 tries to get each answer right. There are 15 chapter quizzes for 20 points each.

**Homework:**

Homework assignments are completed in Canvas. I have chosen specific problems from the book; many require MS Access or MS Excel. There are 10 homework assignments for 40 points each.

**Database Project:**

The database project, completed as individuals, focuses on extracting the information content from relational databases. Instructions are provided in Canvas. There is a series of videos providing instructions on how to complete the project.

**Exams:**

Exams are multiple choice. There are 2 exams for 100 points each. The internal control exam covers chapters 8, 9, 10, 11, 12, & 13. The transaction processing exam covers chapters 14, 15, 17, & 18.

**Course schedule:**

The course schedule is provided on a separate document and is subject to change. The most current version of the schedule document will be maintained on Canvas. Additionally, each assignment, quiz, exam, and project has been created in Canvas.

**Late Policy:**

If, for a university approved reason, you cannot take an exam at the scheduled time you must give the professor written notice at least one week in advance so that other arrangements can be made. If the situation does not allow for advance notification (for example, emergency hospitalization), contact the professor as soon as possible after a missed exam. Make-up exams for non-university approved reasons are not guaranteed. The professor reserves the right to request written documentation to support your absence (such as a doctor's note, an obituary, or military orders).

**Academic Integrity:** The Academic Integrity policy can be found at <http://academicintegrity.rutgers.edu/academic-integrity-at-rutgers>.

Students are responsible for understanding the principles of academic integrity and abiding by them in all aspects of their work at the University. Students are also encouraged to help educate fellow students about academic integrity and to bring all alleged violations of academic integrity they encounter to the attention of the appropriate authorities.

Academic Integrity means that you (the student) must:

- properly acknowledge and cite all use of the ideas, results, or words of others,
- properly acknowledge all contributors to a given piece of work,
- make sure that all work submitted as your own in a course activity is your own and not from someone else
- obtain all data or results by ethical means and report them accurately
- treat all other students fairly with no encouragement of academic dishonesty

Adherence to these principles is necessary in order to ensure that:

- everyone is given proper credit for his or her ideas, words, results, and other scholarly accomplish-ments
- all student work is fairly evaluated and no student has an inappropriate advantage over others
- the academic and ethical development of all students is fostered
- the reputation of the University for integrity is maintained and enhanced.

Failure to uphold these principles of academic integrity threatens both the reputation of the University and the value of the degrees awarded to its students. Every member of the University community therefore bears a responsibility for ensuring that the highest standards of academic integrity are upheld. Violations are taken seriously and will be handled according to University policy.

**Code of Conduct:** The University's Student Code of Conduct can be found at <http://studentconduct.rutgers.edu/university-code-of-student-conduct>

Violations of the Student Code of Conduct are considered serious infractions of student behavior and students who violate the code are subject to penalties relative to the level of the matter. In general, students may not disturb normal classroom procedures by distracting or disruptive behavior.

Violations of the Student Code of Conduct should be reported to the Dean of Students office [deanofstudents@camden.rutgers.edu](mailto:deanofstudents@camden.rutgers.edu) or 856-225-6050.

If the violation is immediate and a potential threat is a concern, call the Rutgers-Camden police at 856-225-6111

**Accommodations:**

Rutgers University welcomes students with disabilities into all of the University's educational programs. In order to receive consideration for reasonable accommodations, a student with a disability must contact the appropriate disability services office at the campus where you are officially enrolled, participate in an intake interview, and provide documentation: <https://ods.rutgers.edu/students/documentation-guidelines>.

If the documentation supports your request for reasonable accommodations, your campus's disability services office will provide you with a Letter of Accommodations. Please share this letter with your instructors and discuss the accommodations with them as early in your courses as possible. To begin this process, please complete the Registration form (<https://webapps.rutgers.edu/student-ods/forms/registration>).

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Rutgers-Camden Disability Services:

311 North Fifth Street, Camden, NJ 08102-1405

Web page: <https://learn.camden.rutgers.edu/disability-services>

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