

ACC 252 : Using Quickbooks® in Accounting

ACC 252 provides "hands-on" approach to computerized accounting using QuickBooks®. This course applies previously acquired accounting skills and knowledge in a computerized environment to setup and maintain accounting records. Emphasis will be placed on the application of QuickBooks® to the accounting cycle. This course also presents the basic concepts of an accounting information system and methods to document such systems. The course content of ACC 252 prepares students for the QuickBooks® Certification Examination.

Credits 3

Lecture Hours 3

Recommended Preparation

Students should have basic computer skills such as internet navigation and basic PC operation. To gain these skills, students can take ICS 100 or ICS 101.

Prerequisite Courses

ACC 201

Prerequisites

Credit or concurrent enrollment in ACC 201 or consent of instructor.

Course Outcomes

- Apply fundamental accounting principles to set up and maintain records using QuickBooks.
- Apply fundamental accounting principles to set up, evaluate, and communicate business performance based on various reports.
- Demonstrate effective communication and teamwork skills.