ayland Mission Statement

Wayland Baptist University exists to educate students in an academically challenging, learning-focused, and distinctively Christian environment for professional success, and service to God and humankind.

Contact Information

Course: ACCT 4346 VC01 – Accounting Information Systems

Campus: WBUonline

Term/Session: Fall 2024 Term 1

Instructor: Dr. George L. Valentine

Office Phone Number/Cell #: 806-291-1029

WBU Email Address: valentineg@wbu.edu

Office Hours, Building, and Location: 1:00 PM to 3:00 PM CST Monday to Friday

Class Meeting Time and Location: Online

Catalog Description:
Theories, procedures, and techniques of accounting information systems for organizations.

Prerequisite:
ACCT 2306 or ACCT 3308

Textbook Information

Required Textbook(s) and/or Required Materials:

BOOK	AUTHOR	ED	YEAR	PUBLISHER	ISBN#
Accounting Information Systems	Richardson/Chang Smith	4th	2023	McGraw-Hill	9781-26444-4847

*If this is an UNDERGRAD class the textbook for this course is part of the **Pioneer Academic Access Program**. You will have access to an eBook and interactive learning material on the first day of class through your Blackboard course site. If the course requires a physical book you can order at bookstore.wbu.edu. The cost of all your materials are billed to your student account at $26.00 per credit hour. You can choose to opt-out, however if you do you will lose access to **all classes/materials** and have to source through third party vendors You will be notified via email with access instructions and additional information. If you are in a GRADUATE class you will have an Automatic eBook which is billed directly to your student account or a physical book that can be purchased at bookstore.wbu.edu. If you do not wish to participate in the Automatic eBook program, you will have the first week of class to opt-out of the program (additional details will be outlined in your email instructions).*

Template Updated March 2024

Optional Materials: <<List optional materials recommended to enhance student learning>>

Course Outcome Competencies:
- Understand the flow of accounting data and information in organizations.
- Understand how information systems are developed, implemented and maintained.
- Have a thorough knowledge of control principles and their application in information systems and organizational contexts, and
- Understand the five major business cycles in which an organization's transactions are processed.

Attendance Requirements

WBUonline
Students are expected to participate in all required instructional activities in their courses. Online courses are no different in this regard; however, participation must be defined in a different manner. Student "attendance" in an online course is defined as active participation in the course as described in the course syllabus. Instructors in online courses are responsible for providing students with clear instructions for how they are required to participate in the course. Additionally, instructors are responsible for incorporating specific instructional activities within their course and will, at a minimum, have weekly mechanisms for documenting student participation. These mechanisms may include, but are not limited to, participating in a weekly discussion board, submitting/completing assignments in Blackboard, or communicating with the instructor. Students aware of necessary absences must inform the professor with as much advance notice as possible in order to make appropriate arrangements. Any student absent 25 percent or more of the online course, i.e., non-participatory during 2 or more weeks of an 8-week session, may receive an F for that course. Instructors may also file a Report of Unsatisfactory Progress for students with excessive non-participation. Any student who has not actively participated in an online class prior to the census date for any given session is considered a "no-show" and will be administratively withdrawn from the class without record. To be counted as actively participating, it is not sufficient to log in and view the course. The student must be submitting work as described in the course syllabus. Additional attendance and participation policies for each course, as defined by the instructor in the course syllabus, are considered a part of the university's attendance policy.

University Policies

Academic Integrity:
Link to Statement on Academic Integrity

Artificial Intelligence: Generative AI tools permitted in specific context and with proper citations.

      i. Students are allowed to use, reference, or incorporate generative AI tools into specific assignments for this course. When used, students must properly cite the generative AI tool in their submitted work.

     ii. While there is no true substitute for direct help and instruction for your instructor, students may be allowed to use generative AI tools to provide further explanations of course content, readings, and other assignments. Any use of generative AI tools to help further explain or translate content must be properly referenced and cited.

   iii. Specific parameters for generative AI usage are provided by the instructor.

   iv. Any use of generative AI tools outside of the approved instructor parameters

will be considered a form of plagiarism and academic dishonesty.

Disability Statement: In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Disability Services Coordinator and Academic Coach serves as the coordinator of students with disabilities and must be contacted concerning accommodation requests. Office: (806) 291-1057. Documentation of a disability must accompany any request for accommodations.

Course Requirements and Grading Criteria

GRADE DISTRIBUTION:
The term grade will be determined by the following distribution:

1.	Tests (3)	45%
2.	Pre-Quizzes	25%
3.	Post-Quiz	25%
4.	Discussion Boards	<u>5%</u>
	Total	**<u>100%</u>**

<u>DISCUSSION BOARD:</u>
During a week of the course there may be one or more discussion topics relating to the material covered in that weekly unit. You are required to make a minimum of two posts per discussion topic. You are encouraged to make more value-added posts--the more the merrier. In online education, a lot of the learning comes from other learners. We are all partners in this special online educational experience. These posts (responses) will be graded according to the following policy.

When submitting your online posts, concentrate on the quality of your responses. There are two graded components of participation - one is frequency and the other is quality.

•   Frequency of participation is 50% of your Discussion score for the week. If you participate on three (3) different days for a total of at least four weekly posts, your score for this component will be an A (for this ½ of the grade). If you make no posts for the week, your score is an F. If you make two to three posts for the week, your grade will range from D to B for this grade component.

•   Quality of participation is the other 50% of your Discussion score for the week. Please note ----A quality response is not a "one liner." It is a thoughtful presentation of an idea in response to a question posted by the instructor or in response to another student's response or question. Examples of quality postings include: providing additional information to the discussion; elaborating on previous comments; presenting explanations of concepts or methods to help fellow students; and providing reasons for or against something in a persuasive fashion. Feel free to do some research on the web or in the online library and use the research in your comments within the threaded discussions.

Read and respond to the comments by your fellow classmates, as well as to the instructor's comments. This is your opportunity to bring your real world experiences to the class.

•   Focus on the issued raised. They are synthesizing questions that show your mastery of the material.

•   Relate your comments to not only the assigned readings, but also to your practical experiences and self-discovery of outside readings. The only way I can give you credit for visiting the discussion

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board is if you actually post something of substance that adds value to the class discussion. Comments such as "I agree" or "Yes, I think so, too" will not be considered for credit. I grade discussion boards based upon the quantity, frequency and quality of your posts. The quality of your posts is subjective and I am looking for value added comments.

•   Remember for some of these discussions, there may not be a "right" answer. For these and all other discussions, please be prepared to defend your position.

PRE AND POST QUIZZES:
There will be weekly quizzes throughout the term. You are allowed to take a pre-quiz once and post-quiz TWO times. There will be a late penalty for assignments turned in after the due date. A few quiz grades may be dropped in the final grade calculation.

TESTS:
Three tests will be given. Tests will be timed and completed using blackboard. Make-up exams will **not** be given unless prior arrangements have been made and approved with the instructor.

The University has a standard grade scale:
A = 90-100, B = 80-89.99, C = 70-79.99, D = 60-69.99, F= below 60, W = Withdrawal, WP = withdrew passing, WF = withdrew failing, I = incomplete. An incomplete may be given within the last week of an 8-week session, but has not completed a term paper, examination, or other required work for reasons beyond the student's control. A grade of "incomplete" is changed if the work required is completed prior to the last day of the next 8-week session, unless the instructor designates an earlier date for completion. If the work is not completed by the appropriate date, the I is converted to an F.

Student Grade Appeals: Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the underline final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs to the Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

Tentative Schedule

See Attached Sheetsheet

Additional Information

•   My goal is for each of you to satisfactorily complete the course. This will take a concentrated effort by each of us. Please see me early if anything occurs that might jeopardize reaching this goal. We can usually work out a solution.
•   May God bless each of you!

<<Section can be deleted if not needed>>

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Wayland Baptist University
ACCT 4346 Accounting Information Systems
Tentative Schedule for Fall 2024 Term 1

Week	Chapter	Title	Quiz	Exams & Projects	Due Date
Week 1	Chapter 1	Accounting Information Systems and Firm Value	yes		8/17/2024
	Chapter 2	Data Analytics: Addressing Accounting Questions with Date	yes		8/17/2024
Week 2	Chapter 3	Data Analytics: Data Visualizations	yes		8/24/2024
	Chapter 4	Accountants as Business Analysts	yes		8/24/2024
Week 3				Exam # 1 Chapters 1 to 4	8/31/2024
Week 4	Chapter 7	Sales and Cellections Business Process	yes		9/7/2024
	Chapter 8	Purchases and Payments Business Process	yes		9/7/2024
Week 5	Chapter 9	Conversion Business Process	yes		9/14/2024
	Chapter 10	Intergrated Project	yes		9/14/2024
				Exam # 2 Chapters 7 to 10	9/14/2024
Week 6	Chapter 11	Accounting Information Systems and Internal Controls	yes		9/21/2024
	Chapter 12	Cybersecurity and Computer Fraud	yes		9/21/2024
Week 7	Chapter 13	Monitoring and Auditing AIS	yes		9/28/2024
Week 8				Exam # 3 Chapters 11 to 13	10/5/2024