COURSE SYLLABUS
Advanced Accounting Information Systems
Accounting 5352
Fall 2020

Instructor: Calee Jo Holcombe
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E-mail: holcombecalee@sfasu.edu
Office Hours: M 1:00-3:30pm, T 9:30-11:00am & 2:00-5:00pm, & R 9:30-11:00am & 2:00-3:30pm
School: Gerald W. Schlief School of Accountancy
Class Hours: Monday 4:00-6:30pm
Prerequisite: Graduate Standing

Required Materials:
ERPsim Access and Learning Portal Access (approximately $50)
Materials posted on d2l will not be provided in hard copy, but can be printed by the student.

COVID-19 MASK POLICY
Masks (cloth face coverings) must be worn over the nose and mouth at all times in this class and appropriate physical distancing must be observed. Students not wearing a mask and/or not observing appropriate physical distancing will be asked to leave the class. All incidents of not wearing a mask and/or not observing appropriate physical distancing will be reported to the Office of Student Rights and Responsibilities. Students who are reported for multiple infractions of not wearing a mask and/or not observing appropriate physical distancing may be subject to disciplinary actions.


Course Description:
Accounting information systems course focused on use of SAP ERP software.

Program Learning Outcomes:
Program learning outcomes define the knowledge, skills, and abilities students are expected to demonstrate upon completion of an academic program. These learning outcomes are regularly assessed to determine student learning and to evaluate overall program effectiveness. You may access the program learning outcomes for your major and particular courses at http://www.sfasu.edu/cob/ug-plo.asp.

Student Learning Objectives:
1. Successfully navigate SAP
2. Understand and perform an integrated order-to-cash cycle.
3. Understand and perform a purchasing process cycle.
4. Understand and perform a manufacturing process cycle.
5. Understand and perform a cost center accounting process.
6. Understand and perform a financial process.
7. Understand and perform a product costing process.
8. Understand and execute an integrated project plan.
Cheating and Plagiarism:
Cheating and/or plagiarism will not be tolerated. If a student or students are proven to have cheated or plagiarized material, a grade of F will be given for the course.

Attendance Policy:
Regular on-time class attendance is expected. You are responsible for all announcements made during class. You are also responsible for getting notes and learning what was covered in class if you have to miss a class. If you are late to class or leave early, you forfeit attendance points for the day. It is disruptive to the other students and the professor when students come to class late or leave early, therefore you will not receive the same benefit of the students that arrived on time and remain for the duration.

Zoom Access
If you are ill and need to stay away from campus to follow the SFA guidelines, this is the zoom address you will use to attend class. Please e-mail me if you are ill and need to stay away from campus so that I know to activate the zoom session.

https://sfasu.zoom.us/j/94890159870?pwd=WVREd0lRay94S1VBT01hM0s1OXI0UT09

Meeting ID: 948 9015 9870
Passcode: 782170

Discussion Papers
Content: Summary of your experiences with the games (Paper1 – Paper and Logistics games; Paper 2 – Manufacturing games). What actions did you take? What were the results? What did you learn? What went well/poorly? What would you do differently? I am looking a description and analysis of your game experience.
Format: Times New Roman 12pt font, justified paragraph alignment, one inch margins, double spaced.
Length: Approximately 400 – 1,000 words.
File Type: Save as a word document and include some element of your name in the file name.

Extra Credit/Bonus Points:
NO INDIVIDUAL EXTRA CREDIT ASSIGNMENTS ARE GIVEN IN ANY SITUATION.

Class Policies
When assignments are made that are to be physically handed to the professor, they are due at the beginning of class. If you are late to class your assignment will not be accepted.

Recording and or videoing the lecture without prior approval is prohibited.

Grading Policy:
Tucker Boats 30
Discussion Papers 80
Game Participation 100
Class Attendance 60
Research Paper Preliminaries 20
Research Paper 70
Presentation 40

400

Grading Scale:
A = 90%-100%, B = 80%-89%, C = 70%-79%, D = 60%-69%, F = 59% or below
## Tentative Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>In-Class</th>
<th>Assignments Due</th>
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<tbody>
<tr>
<td>24-Aug</td>
<td>Introduction, Begin Tucker Boats Project</td>
<td></td>
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<tr>
<td>31-Aug</td>
<td>Paper Game</td>
<td></td>
</tr>
<tr>
<td>7-Sep</td>
<td>Verify Tucker Boat Project, Plan Logistics</td>
<td><strong>Deadline to purchase ERPsim Access &amp; Tucker Boats Due at 3:30PM on D2L (bring a copy to class too)</strong></td>
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<tr>
<td>14-Sep</td>
<td>Logistics Introduction</td>
<td>Read Chapters 1-2 in Online AIS Book before class 9/14</td>
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<tr>
<td>21-Sep</td>
<td>Logistics Introduction/Extended</td>
<td>Read Chapter 3-4 in Online AIS Book before class 9/21</td>
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<tr>
<td>28-Sep</td>
<td>Logistics Extended</td>
<td>Read Chapter 5-7 in Online AIS Book before class 9/28</td>
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<tr>
<td>5-Oct</td>
<td>Logistics Extended, Plan Manufacturing</td>
<td><strong>Confirm Research Topic by 10/5 (3:30pm) by e-mail with Dr. Holcombe to get credit</strong></td>
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<tr>
<td>12-Oct</td>
<td>Manufacturing Introduction</td>
<td><strong>Discussion Paper 1 due in D2L 10/12 (3:30pm)</strong></td>
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<tr>
<td>19-Oct</td>
<td>Manufacturing Introduction</td>
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<tr>
<td>26-Oct</td>
<td>Cash to Cash</td>
<td><strong>Research Paper outline due in dropbox 10/26 (3:30pm)</strong></td>
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<tr>
<td>2-Nov</td>
<td>Manufacturing Extended</td>
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<tr>
<td>9-Nov</td>
<td>Manufacturing Extended</td>
<td></td>
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<tr>
<td>16-Nov</td>
<td>Manufacturing Extended</td>
<td><strong>Research Paper Due in Dropbox on 11/16 (3:30pm)</strong></td>
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<tr>
<td>23-Nov</td>
<td>Thanksgiving!</td>
<td></td>
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<tr>
<td>30-Nov</td>
<td>Research Presentations</td>
<td><strong>Presentations due in dropbox 11/30 (3:30pm)</strong></td>
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<tr>
<td>7-Dec</td>
<td>Research Presentations</td>
<td><strong>Discussion Paper 2 due in D2L 12/7 (3:30pm)</strong></td>
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**Student Academic Dishonesty (University Policy 4.1)**

Abiding by university policy on academic integrity is a responsibility of all university faculty and students.

*Definition of Academic Dishonesty*

Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to (1) using or attempting to use unauthorized materials on any assignment or exam; (2) falsifying or inventing of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were one’s own. Examples of plagiarism include, but are not limited to (1) submitting an assignment as if it were one's own work when is at least partly the work of another person; (2) submitting a work that has been purchased or otherwise obtained from the Internet or another source; and/or (3) incorporating the words or ideas of an author into one's paper without giving the author credit. Penalties may include, but are not limited to reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university. Please read the complete policy at [http://www.sfasu.edu/policies/student_academic_dishonesty.pdf](http://www.sfasu.edu/policies/student_academic_dishonesty.pdf)

**Course Grades (University Policy 5.5)**

At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy related to active military service. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. Please refer to the complete policy at [http://www.sfasu.edu/policies/course-grades.pdf](http://www.sfasu.edu/policies/course-grades.pdf).

**Students with Disabilities**

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Room 325 in the Human Services Building, 468-3004/468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

**Student Conduct (University Policy 10.4)**

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the full Student Conduct Code at [http://www.sfasu.edu/policies/student-conduct-code.pdf](http://www.sfasu.edu/policies/student-conduct-code.pdf)). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic, or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/ inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.