Tasmanian School of Business & Economics (TSBE) (School)

College of Business and Economics (College)

BFA504
ACCOUNTING SYSTEMS AND PROCESSES

12.50 Credit points

Semester 1, 2019

Unit Outline

Unit Coordinator
Torscha Pearson CPA
CONTACT DETAILS

Unit coordinator

Unit coordinator: Torscha Pearson
Campus: Hobart
Email: Torscha.Pearson@utas.edu.au
Room location and number: Room 350, 3rd floor, Maths Building
Consultation hours: TBA

Other teaching staff

Tutor: Jason Ketchell
Email: jason.ketchell@utas.edu.au
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WHAT IS THE UNIT ABOUT?

Unit description

This unit focuses on the key accounting systems and processes which support an organisation’s business and enhance decision-making capabilities. The strategic implications of information systems will be analysed, and students will be introduced to the development, implementation, and maintenance of various types of accounting information systems. You will gain a foundational understanding of the underlying information technologies and topics covered including emerging technologies and business models technologies. You will demonstrate your knowledge through projects that simulate real world applications and systems.

Intended Learning Outcomes

On completion of this unit, you will be able to:

1. Evaluate the roles played by accounting information system in modern business organisations.
2. Explain and critically appraise the major accounting information systems construction and development issues and activities including data management.
3. Demonstrate oral and written presentation of business process documentation techniques.
Graduate Quality Statement

Successful completion of this unit supports your development of course learning outcomes, which describe what a graduate of a course knows, understands and is able to do. Course learning outcomes are available from the Course Coordinator. Course learning outcomes are developed with reference to national discipline standards, Australian Qualifications Framework (AQF), any professional accreditation requirements and the University of Tasmania’s Graduate Statement.

The University of Tasmania experience unlocks the potential of individuals. Our graduates are equipped and inspired to shape and respond to the opportunities and challenges of the future as accomplished communicators, highly regarded professionals and culturally competent citizens in local, national, and global society. University of Tasmania graduates acquire subject and multidisciplinary knowledge and skills, and develop critical and creative literacies and numeracies and skills of inquiry. They demonstrate the ability to apply this knowledge in changing circumstances. Our graduates recognise and critically evaluate issues of social responsibility, ethical conduct and sustainability, are entrepreneurial and creative, and are mindful of their own wellbeing and that of the community. Through respect for diversity and by working in collaborative ways, our graduates reflect the values of the University of Tasmania.

Alterations to the unit as a result of student feedback

N/A

Prior knowledge &/or skills

N/A
## HOW WILL I BE ASSESSED?

### Assessment schedule

<table>
<thead>
<tr>
<th>Assessment task</th>
<th>Date due</th>
<th>Percent weighting</th>
<th>Links to Intended Learning Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekly test or quiz</td>
<td>Weeks 2-12</td>
<td>10</td>
<td>LO1, LO3</td>
</tr>
<tr>
<td>Examination</td>
<td>Exam Period</td>
<td>60</td>
<td>LO1, LO2, LO3</td>
</tr>
<tr>
<td>MYOB practical</td>
<td>Week 12</td>
<td>15</td>
<td>LO2, LO3</td>
</tr>
<tr>
<td>Case Study (peer reviewed)</td>
<td>Week 7 (part a)</td>
<td>7</td>
<td>LO2, LO3</td>
</tr>
<tr>
<td></td>
<td>Week 9 (part b)</td>
<td>15</td>
<td>LO2, LO3</td>
</tr>
</tbody>
</table>

### Assessment details

#### Assessment Task 1: Test or quiz

**Task Description**: Weekly quizzes must be completed at the end of each lecture (weeks 2-12). The quizzes are designed to help you consolidate what you have learnt in your readings and other activities, and check on your progress.

<table>
<thead>
<tr>
<th>Criterion Number</th>
<th>Criterion Description</th>
<th>Measures ILO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Identify how and why accounting information systems are used in organisations.</td>
<td>LO1</td>
</tr>
<tr>
<td>2</td>
<td>Critique components of accounting information systems.</td>
<td>LO1</td>
</tr>
<tr>
<td>3</td>
<td>Explain and critically appraise the role of information systems and technology in achieving reliable accounting transaction data.</td>
<td>LO1</td>
</tr>
<tr>
<td>4</td>
<td>Explain and evaluate security threats, information systems auditing, and digital business reporting.</td>
<td>LO3</td>
</tr>
</tbody>
</table>

**Task Length**: 30 minutes

**Due by date**: Quizzes will be at the end of each lecture (face-to-face students - weeks 2-12) or between 8-8.30pm Wednesdays (distance students - weeks 2-12).
### Assessment Task 2: Examination

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Criterion Description</th>
<th>Measures ILO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Exam</td>
<td>The exam will allow you to demonstrate breadth and depth of understanding across all the unit material. All topics covered in the unit are examinable but you will be given guidance about its structure and content in the last lecture of the semester. Distance students will be required to sit the final exam during the examination period either at the nearest UTAS campus or, in the case of interstate or overseas students, at an approved centre. The Exams Office will contact you at the beginning of semester with information about nominating an exam venue.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Criterion Number</th>
<th>Criterion Description</th>
<th>Measures ILO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Identify how and why accounting information systems are used in organisations.</td>
<td>LO1</td>
</tr>
<tr>
<td>2</td>
<td>Prepare and critique components of accounting information systems.</td>
<td>LO1</td>
</tr>
<tr>
<td>3</td>
<td>Explain and critically appraise the role of information systems and technology in achieving reliable accounting transaction data.</td>
<td>LO1</td>
</tr>
<tr>
<td>4</td>
<td>Explain the application of accounting information systems to a particular ambiguous authentic context.</td>
<td>LO2</td>
</tr>
<tr>
<td>5</td>
<td>Explain and evaluate security threats, information systems auditing, and digital business reporting.</td>
<td>LO3</td>
</tr>
</tbody>
</table>

**Task Length**: 3 hours plus 15 minutes reading time  
**Due by date**: Exam Period

### Assessment Task 3: MYOB practical

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Criterion Description</th>
<th>Measures ILO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>MYOB Practical Assessment</td>
<td>The MYOB practical assesses your knowledge and understanding of using the MYOB accounting package to test-run a company's financial information, by performing any number of the following tasks: (a) setting up its accounts, (b) preparing the journal entries of the nominated transactions, (c) post to ledgers, (d) prepare a trial-balance and (e) prepare the financial statements.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Criterion Number</th>
<th>Criterion Description</th>
<th>Measures ILO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Explain the application of accounting information systems to a particular authentic context.</td>
<td>LO2</td>
</tr>
<tr>
<td>2</td>
<td>Apply accounting information systems (e.g. MYOB) to assist in business decision making.</td>
<td>LO2</td>
</tr>
<tr>
<td>3</td>
<td>Explain and evaluate security threats, information systems auditing, and digital business reporting.</td>
<td>LO3</td>
</tr>
</tbody>
</table>

**Task Length**: TBA  
**Due by date**: Week 12
Assessment Task 4: Case Study

Case Study - There are two components to Case studies:

Part a) - an oral presentation and individual online written submissions. Your oral presentation should be recorded, be no more than ten (10 minutes) and submitted online. Your individual written submission will be submitted online.

Part b) reflect and provide feedback on the work of peers using a rubric. The due dates will be updated on MyLO.

<table>
<thead>
<tr>
<th>Criterion Number</th>
<th>Criterion Description</th>
<th>Measures</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Explain the application of accounting information systems to a particular ambiguous authentic context.</td>
<td>LO2</td>
</tr>
<tr>
<td>2</td>
<td>Apply accounting information systems (e.g. MYOB) to assist in business decision making.</td>
<td>LO2</td>
</tr>
<tr>
<td>3</td>
<td>Explain and evaluate security threats, information systems auditing, and digital business reporting.</td>
<td>LO3</td>
</tr>
<tr>
<td>4</td>
<td>Reflect and provide feedback on the work of peers using a rubric or guide.</td>
<td>LO3</td>
</tr>
<tr>
<td>5</td>
<td>Reflect and explain how you used feedback to improve your learning in the unit.</td>
<td>LO3</td>
</tr>
</tbody>
</table>

**Task Length**
The written submission must not exceed 1500 words. (Penalties will apply for over length work).

**Due by date**
Weeks 7 & 9

**How your final result is determined**

To pass this unit, you need to demonstrate your attainment of each of the Intended Learning Outcomes.

Your grade will be determined in the following way:

Your overall mark in this unit will be determined by combining your results from each assessment task. These marks are combined to reflect the percentage weighting of each task. You need to achieve an overall score of at least 50% to successfully complete this unit. It is expected that you will seek help (from the unit coordinator in the first instance), well before the due date, if you are unclear about the requirements for an assessment task.

- PP (pass) at least 50% of the overall mark but less than 60%
- CR (credit) at least 60% of the overall mark but less than 70%
- DN (distinction) at least 70% of the overall mark but less than 80%
- HD (high distinction) at least 80% of the overall mark

All grades are provisional, until confirmation by the Assessment Board at the end of semester.
Submission of assignments

The act of submitting your assignment will be taken as certification that it is your own work.

Assignments must be submitted electronically through the relevant assignment tab in MyLO. You must ensure that your name, student ID, unit code, tutorial time and tutor’s name (if applicable) are clearly marked on the first page. If this information is missing, the assignment will not be accepted and, therefore, will not be marked.

Where relevant, Unit Coordinators may also request you to submit a paper version of your assignment. You will be advised by the Unit Coordinator of the appropriate process relevant to your campus.

Please remember that you are responsible for lodging your assessment items on or before the due date and time. We suggest you keep a copy. Even in a perfect system, items sometimes go astray.

Requests for extensions

In this Policy:

1. (a) ‘day’ or ‘days’ includes all calendar days, including weekends and public holidays;  
   (b) ‘late’ means after the due date and time; and  
   (c) ‘assessment items’ includes all internal non-examination based forms of assessment

2. This Policy applies to all students enrolled in TSBE Units at whatever Campus or geographical location.

3. Students are expected to submit assessment items on or before the due date and time specified in the relevant Unit Outline. The onus is on the student to prove the date and time of submission.

4. Students who have a medical condition or special circumstances may apply for an extension. Requests for extensions should, where possible, be made in writing to the Unit Coordinator on or before the due date. Students will need to provide independent supporting documentation to substantiate their claims.

Penalties

Late submission of assessment items will incur a penalty of 10% of the total marks possible for that piece of assessment for each day the assessment item is late unless an extension had been granted on or before the relevant due date.

Assessment items submitted more than five (5) days late will not be accepted.

Academic staff do NOT have the discretion to waive a late penalty, subject to clause 4 above.
Review of results and appeals

Review of Assessment is available to all students once the University has released the final result for a unit. If you are dissatisfied with your final result, you may apply to have it reviewed. Applications for a review of assessment are due within 10 working days of the release of the final result in the unit. When applying for a review, you must pay a $50 fee.

If you wish to have a piece of internal assessment reviewed as part of the review process, please state this clearly on the application form referred to above and include that assessment item with your application.

Please read and follow the directions provided by the University at:

Academic referencing

Before starting your assignments, you are advised to familiarise yourself with the following electronic resources.

The first is the Harvard Referencing System Style Guide, which can be accessed from the UTAS library: http://utas.libguides.com/content.php?pid=27520&sid=199808. The Harvard style is the appropriate referencing style for this unit and the guide provides information on presentation of assignments, including referencing styles. In your written work you will need to support your ideas by referring to scholarly literature, works of art and/or inventions. It is important that you understand how to correctly refer to the work of others and maintain academic integrity.

Failure to appropriately acknowledge the ideas of others constitutes academic dishonesty (plagiarism), a matter considered by the University of Tasmania as a serious offence.

The second is the Tasmanian School of Business and Economics' Writing Assignments: A Guide, which can be accessed at: http://www.utas.edu.au/business-and-economics/student-resources. This guide provides you with useful information about the structure and style of assignments in the TSBE.

In your written work you will need to support your ideas by referring to scholarly literature, works of art and/or inventions. It is important that you understand how to correctly refer to the work of others, and how to maintain academic integrity.

The University library provides information on presentation of assignments, including referencing styles and should be referred to when completing tasks in this unit.

Please read the following statement on plagiarism. Should you require clarification please see your unit coordinator or lecturer.
Plagiarism

Plagiarism is a form of cheating. It is taking and using someone else’s thoughts, writings or inventions and representing them as your own; for example, using an author’s words without putting them in quotation marks and citing the source, using an author’s ideas without proper acknowledgment and citation, copying another student’s work.

If you have any doubts about how to refer to the work of others in your assignments, please consult your lecturer or tutor for relevant referencing guidelines. You may also find the Academic Honesty site on MyLO of assistance.

The intentional copying of someone else’s work as one’s own is a serious offence punishable by penalties that may range from a fine or deduction/cancellation of marks and, in the most serious of cases, to exclusion from a unit, a course or the University.

The University and any persons authorised by the University may submit your assessable works to a plagiarism checking service, to obtain a report on possible instances of plagiarism. Assessable works may also be included in a reference database. It is a condition of this arrangement that the original author’s permission is required before a work within the database can be viewed.

For further information on this statement and general referencing guidelines, see the Plagiarism and Academic Integrity page on the University web site or the Academic Honesty site on MyLO.

Academic misconduct

Academic misconduct includes cheating, plagiarism, allowing another student to copy work for an assignment or an examination, and any other conduct by which a student:

a. seeks to gain, for themselves or for any other person, any academic advantage or advancement to which they or that other person are not entitled; or

b. improperly disadvantages any other student.

Students engaging in any form of academic misconduct may be dealt with under the Ordinance of Student Discipline, and this can include imposition of penalties that range from a deduction/cancellation of marks to exclusion from a unit or the University. Details of penalties that can be imposed are available in Ordinance 9: Student Discipline – Part 3 Academic Misconduct.
WHAT LEARNING OPPORTUNITIES ARE THERE?

**MyLO**

MyLO is the online learning environment at the University of Tasmania. This is the system that will host the online learning materials and activities for this unit.

**Getting help with MyLO**

It is important that you are able to access and use MyLO as part of your study in this unit. To find out more about the features and functions of MyLO, and to practice using them, visit the [Getting Started in MyLO unit](#).

For access to information about MyLO and a range of step-by-step guides in pdf, word and video format, visit the [MyLO Student Support page](#) on the University website.

If something is not working as it should, contact the Service Desk ([Service.Desk@utas.edu.au](mailto:Service.Desk@utas.edu.au), phone 6226 1818), or [Request IT Help Online](#).

**Resources**

**Required readings**

You will need the following text [available from the Co-op Bookshop]:


**Recommended readings**

All other class materials and activities will be available to be printed from the unit’s MyLO site.

If you want to find out how other authors explain the topics in your text you can refer to any of the following:


**Reading Lists**

Reading Lists provide direct access to all material on unit reading lists in one place. This includes eReadings and items in Reserve. You can access the Reading List for this
unit from the link in MyLO, or by going to the Reading Lists page on the University Library website.

Other Recommended Resources

- https://support.office.com/en-us/excel

Activities

Learning expectations

The University is committed to high standards of professional conduct in all activities, and holds its commitment and responsibilities to its students as being of paramount importance. Likewise, it holds expectations about the responsibilities students have as they pursue their studies within the special environment the University offers.

Students are expected to participate actively and positively in the teaching/learning environment. They must attend classes when and as required, strive to maintain steady progress within the subject or unit framework, comply with workload expectations, and submit required work on time.

Details of teaching arrangements

Lecture/Tutorial/Workshop Mode

Attending (face-to-face) students will need to attend one 2 hour lecture and one 1 hour tutorial/workshop each week for this unit.

You will need to read through the assigned readings for each topic before the lecture and quiz each week. Each lecture (commencing in week 1) overviews the topic and provides examples of applications of accounting systems and processes. A unit schedule is provided at the end of this unit outline indicating the topics to be introduced each week and the text reference and accounting standard for each of these topics.

There will be a one hour tutorial/workshop each week, commencing in Week 2. The purpose of the tutorial/workshop is to apply the materials covered in the previous weeks lecture. Make sure you print the unit materials (available on MyLO) before each
class so you can come to the tutorial/workshops prepared to complete the chosen activities.

A maximum of 24 students can attend each tutorial/workshop, and you will be able to sign up to a tutorial/workshop of your choice in Week 1 via MyLO/Groups. Details about the date, time and location of these tutorial/workshops can be accessed from the UTAS students timetable which can be viewed at:


The unit materials on MyLO include powerpoint slides and case studies that you need to bring to each tutorial. Don’t expect to learn everything by attending lectures/tutorials. It is what you do before and after class that will really consolidate your understanding and skills.

Recorded versions of lectures will also be made available through MyLO.

**Distance Mode**

A series of recordings of the weekly lectures will be provided on MyLO. In addition distance students will be offered an online tutorial session with the lecturer at a time agreed to by distance students and the lecturer.

If students have any general questions or comments about the course then they can make a post on the discussion boards available on MyLO.

**Specific attendance/performance requirements**

In this unit, your active engagement will be monitored in the following way:

1. Completion of weekly quizzes during lectures,

2. Active participation in the tutorial discussions.

If you do not demonstrate evidence of having engaged actively with this unit by completing these two activities by Week 4 of semester, your enrolment may be cancelled or you may be withdrawn from the unit.

**Teaching and learning strategies**

The University is committed to a high standard of professional conduct in all activities, and holds its commitment and responsibilities to its students as being of paramount importance. Likewise, it holds expectations about the responsibilities students have as they pursue their studies within the special environment the University offers. The University’s Code of Conduct for Teaching and Learning states:

Students are expected to participate actively and positively in the teaching/learning environment. They must attend classes when and as required, strive to maintain steady progress within the subject or unit framework, comply with workload expectations, and submit required work on time.

Independent studying and learning is an important part of university education. It is also part of a reflective approach to learning where you reflect on
what you are learning and your learning strategy. It is important for you to undertake independent study especially prior to attending classes.

I expect that you will be able to successfully complete this unit if you:

• keep up-to-date with the reading; complete the independent study tasks and readings before each workshop;
• attend all lectures/tutorials;
• ask questions;
• practice newly acquired skills;
• consolidate your reading by making appropriate short notes and summaries;
• allow plenty of time to complete your assignment;
• prepare for and actively participate in the tutorial sessions;
• take responsibility for your own learning and, if necessary, use the support services that are offered.

If you fall behind in your work it is likely that you will have an unmanageable amount of work to do in preparing for the examination. It is suggested that you spend at least seven hours a week in independent study time for this unit, although you may require more time than this if English is not your first language.

**Work Health and Safety (WHS)**

The University is committed to providing a safe and secure teaching and learning environment. In addition to specific requirements of this unit you should refer to the University’s [Work Health and Safety website](#) and policy.

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**Communication**

**TO KEEP UP WITH ANNOUNCEMENTS REGARDING THIS UNIT**

Check the MyLO Announcement tool at least once every two days. The unit Announcement will appear when you first enter our unit’s MyLO site. Alternatively, click on the Announcement button (towards the top of the MyLO screen) at any time.

**WHEN YOU HAVE A QUESTION**

Other students may have the same question that you have. Please go to the Ask the Class Discussion forum on the unit’s MyLO site. Check the posts that are already there – someone may have answered your question already. Otherwise, add your question as a new topic. Students are encouraged to support each other using this forum – if you can answer someone’s question, please do. We will attempt to respond to questions within 48 business hours. If your question is related to a personal issue or your
performance in the unit, please contact the appropriate teaching staff member by email instead.

**WHEN YOU HAVE AN ISSUE THAT WILL IMPACT ON YOUR STUDIES OR THE SUBMISSION OF AN ASSESSMENT TASK**

If you have a personal question related to your studies or your grades, please contact teaching staff by email.

For general questions about the unit, please add them to the Ask the Class Discussion forum on the unit’s MyLO site. This way, other students can also benefit from the answers.

**A NOTE ABOUT EMAIL CORRESPONDENCE**

You are expected to check your UTAS email (WebMail) on a regular basis – at least three times per week. To access your WebMail account, login using your UTAS username and password at https://webmail.utas.edu.au/.

You are strongly advised not to forward your UTAS emails to an external email service (such as gmail or Hotmail). In the past, there have been significant issues where this has occurred, resulting in UTAS being blacklisted by these email providers for a period of up to one month. To keep informed, please use your UTAS email as often as possible.

We receive a lot of emails. Be realistic about how long it might take for us to respond.

**Concerns and complaints**

The University is committed to providing an environment in which any concerns and complaints will be treated seriously, impartially and resolved as quickly as possible. We are also committed to ensuring that a student may lodge a complaint without fear of disadvantage. If you have a concern, information about who to contact for assistance is available on the ‘How to resolve a student complaint’ page.

**Further information and assistance**

If you are experiencing difficulties with your studies or assignments, have personal or life-planning issues, disability or illness which may affect your course of study, you are advised to raise these with the unit coordinator in the first instance.

There is a range of University-wide support services available to you including Student Learning Support, Student Advisers, Disability Services, and more which can be found on the Student Support and Development page of the University website.

Should you require assistance in accessing the Library, visit their website for more information.
<table>
<thead>
<tr>
<th>WEEK</th>
<th>DATE BEGINNING</th>
<th>TOPIC/ MODULE/ FOCUS AREA</th>
<th>ACTIVITIES</th>
<th>DUE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>25 February</td>
<td>Parkes et.al. Chapters 1 and 2 APES 110</td>
<td>Accounting information systems - an overview; Business processes and enterprise resource planning systems</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>4 March</td>
<td>Parkes et.al. Chapter 3 pp.91-103 Chapter 7 ASA200 ASA315</td>
<td>Systems documentation techniques; Relational databases</td>
<td>Prep/Quiz completed for week 2</td>
</tr>
<tr>
<td>3</td>
<td>11 March</td>
<td>Parkes et.al. Chapter 3 pp. 104-122 Chapter 4</td>
<td>Database design and implementation using ER and REA models</td>
<td>Prep/Quiz completed for week 3</td>
</tr>
<tr>
<td>4</td>
<td>18 March</td>
<td>Parkes et.al. Chapters 5 and 6</td>
<td>Systems development process and technology concepts</td>
<td>Prep/Quiz completed for week 4</td>
</tr>
<tr>
<td>5</td>
<td>25 March</td>
<td>Parkes et.al. Chapter 14 ASA240 ASA315</td>
<td>Computer fraud and abuse techniques</td>
<td>Prep/Quiz completed for week 5</td>
</tr>
<tr>
<td>6</td>
<td>1 April</td>
<td>Parkes et.al. Chapters 8 and 9 ASA265 ASA315</td>
<td>Control and accounting information systems (controls for security, confidentiality, privacy, processing integrity and availability)</td>
<td>Prep/Quiz completed for week 6</td>
</tr>
<tr>
<td>7</td>
<td>8 April</td>
<td>Parkes et.al. Chapters 8 and 9 ASA265 ASA315</td>
<td>Control and accounting information systems (controls for security, confidentiality, privacy, processing integrity and availability)</td>
<td>Prep/Quiz completed for week 7 Assessment 4 (part a) due week 7</td>
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<tr>
<td><strong>Week</strong></td>
<td><strong>Date Beginning</strong></td>
<td><strong>Topic/Module/ Focus Area</strong></td>
<td><strong>Activities</strong></td>
<td><strong>Due Date</strong></td>
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<tr>
<td>8a</td>
<td>15 April</td>
<td>Parkes et.al. Chapters 10 and 11</td>
<td>Accounting information systems applications (transaction cycles)</td>
<td>Prep/Quiz completed for week 8</td>
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<tr>
<td><strong>Mid-semester break 18 April to 24 April (inclusive)</strong></td>
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<tr>
<td>8b</td>
<td>25 April</td>
<td>Parkes et.al. Chapters 10 and 11</td>
<td>Accounting information systems applications (transaction cycles)</td>
<td>Prep/Quiz completed for week 8</td>
</tr>
</tbody>
</table>
| 9        | 29 April          | Parkes et.al. Chapter 13 ASA300 | Auditing computer-based information systems | Prep/Quiz completed for week 9  
Assessment 4 (part b) due week 9 |
| 10       | 6 May             | Workshop                      | MYOB           | Prep/Quiz completed for week 10 |
| 11       | 13 May            | Workshop                      | MYOB           | Prep/Quiz completed for week 11 |
| 12       | 20 May            | Workshop                      | Excel spreadsheets | Prep/Quiz completed for week 12  
Assessment 3 due Week 12 |
| 13       | 27 May            | Revision                      |                | **Exam Period 8 – 25 June (inclusive)** |
ACCREDITATION

The Tasmanian School of Business and Economics (TSBE) is currently in the process of applying for business accreditation with the Association to Advance Collegiate Schools of Business (AACSB) – the lead program for accrediting business schools globally. AACSB seeks to connect educators, students, and business to achieve a common goal – to create the next generation of business leaders.

By joining AACSB and going through the accreditation process, TSBE is joining a global alliance committed to improve the quality of business education around the world, and to share the latest innovations in business education. Gaining Business Accreditation with AACSB is a multi-year process involving TSBE demonstrating our performance against the 15 accreditation standards.

Once complete, TSBE will join a select community of accredited business schools, with only 7% of all business schools globally having completed the AACSB process. This will further enhance the reputation of TSBE, and further enhance the global recognition of your qualifications. To find out more about AACSB click here.