



The University of New South Wales  
School of Information Systems, Technology and Management

**INFS5978 Accounting Information Systems (AIS)  
Course Outline - Session 1, 2005**

## Objectives

The broad objectives of this course are to:

1. introduce students to the fundamentals of managing information systems, including topics such as electronic commerce, electronic business and the internet,
2. encourage students to apply what they learn from the Course to the real-world accounting decision making environment,
3. provide students with hands-on usage of accounting information systems and tools relevant to the area, and
4. involve students in course activities (e.g. seminar style, debates) in such a way as to promote their interpersonal communication and project management skills, and create awareness of the ethics / social implications / professional practice of managing information systems.

## Text

- ◆ Laudon, K.C. and Laudon J. P. "Essentials of Management Information Systems - Managing the Digital Firm" 6<sup>th</sup> Ed. Prentice Hall 2004 (ISBN 0-13-127311-6)
- ◆ Hall, J. A. "Accounting Information Systems" 4<sup>th</sup> Ed. South-Western, Thomson Learning, 2004 (ISBN 0-32-428287-7)

## Teaching Arrangements

The course will comprise one 3-hour session each week – some of this time will be spent in discussion of the topic scheduled for that week, some in presentations by staff and students, and some in labs. Actual times spent on these activities will vary from week to week. Class time/s and Location/s are as follows:

<b>Monday</b>	<b>2:00pm – 5:00pm</b>	<b>Goldstein G06</b>
<b>Monday</b>	<b>6:00pm – 9:00pm</b>	<b>Red Centre M032</b>

## Assessment

Preparation, seminar work and participation	10%	*
Information Systems assignment	25%	(due week 8)
Accounting assignment	20%	(due week 13)
Exam	45%	

\* (Note that this may include quizzes)

Complete details of the assessments and requirements will be provided via the course website.

In order to pass the course you must meet all of the following criteria:

- ◆ satisfactory performance (normally 45% of the maximum assessment mark) is required in each of the assessment components as listed above.
- ◆ attain a mark of at least 45% in your final exam; and
- ◆ obtain an overall mark of at least 50%.

Please note that each assessment component of the course may be scaled.

The School policy in relation to supplementary exams and special consideration can be found at: <http://www.sistm.unsw.edu.au/policies>

Late submissions of assignments will incur a penalty of 10% of the maximum mark per day, i.e. 2.5 marks each day for Assignment 1, and 2 marks each day for Assignment 2 (regardless of the mark awarded). An extension in the time of submission will only be granted under exceptional circumstances by the Lecturer-in-Charge. In all cases documented evidence must be provided.

## Teaching Staff

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Email is the preferred mode of contact. Wherever possible, WebCT is to be used for all communication. Students should note that it is school policy to only respond to email messages that are clearly identifiable as having originated from legitimate accounts.

Legitimate email accounts are:

- UNSW student account
- An identifiable employer provided account
- An identifiable ISP account (bigpond, ozemail, etc)

Messages from Hotmail, Yahoo, Google and other similar services will not be replied to.

All students and staff are expected to use email responsibly and respectfully.

## Tutorials and Labs

Detailed schedule to be advised.

## Course Website & Announcements

The course website will be managed by UNSW WebCT. This will be used for distribution of the study guide; any lecture overheads, seminar work and readings, details of assignments and course announcements. <http://www.webct.unsw.edu.au>.

## Academic Misconduct

Students are reminded that the University regards academic misconduct as a very serious matter. Students found guilty of academic misconduct are usually excluded from the University for 2 years. However, because of the circumstances in individual cases the period of exclusion can range from one session to permanent exclusion from the University.

The following are some of the actions that have resulted in students being guilty of academic misconduct in recent years:

1. taking unauthorised materials into an examination;
2. submitting work for assessment knowing it to be the work of another person;
3. improperly obtaining prior knowledge of an examination paper and using that knowledge in the examination; and
4. failing to acknowledge the source of material in an assignment.

Several of the above are examples of plagiarism - this entails taking and using as one's own, the thoughts or writings of another without acknowledgment including:

- (a) where paragraphs, sentences, a single sentence or significant part of a sentence which are copied directly, are not enclosed in quotation marks and appropriately footnoted;
- (b) where direct quotations are not used, but ideas or arguments are paraphrased or summarised, and the source of the material is not acknowledge either by footnoting or other reference within the text of the paper; and
- (c) where an idea, which appears elsewhere in print, film or electronic medium, is used or developed without reference being made to the author or the source of the idea.

For further details please refer to the FCE website at:

[http://www.fce.unsw.edu.au/current\\_students/responsibilities.shtml#misconduct](http://www.fce.unsw.edu.au/current_students/responsibilities.shtml#misconduct)

## Education Development Unit

Additional learning support, tailored to the needs of FCE students, is available from the Education Development Unit (EDU) in the Faculty. The EDU offers a range of services for FCE students including:

- ◆ Academic skills workshops run throughout the session;
- ◆ Printed and on-line study skills resources e.g. referencing guide, report writing and exam preparation;
- ◆ A drop-in resource centre containing books and audio visual material that can be borrowed;
- ◆ A limited consultation service for students with individual or small group learning needs.
- ◆ More information about the EDU services including on-line resources; workshop details and consultation request forms are available from the EDU website.

### Contacts and location:

EDU Web: <http://education.fce.unsw.edu.au>

EDU Location: Room 2039, The Dean's Unit, Level 2, Quadrangle Building

EDU services are free and confidential and are available to students of the Faculty of Commerce and Economics.

## Other UNSW support

In addition to the EDU services, the UNSW Learning Centre provides academic skills support services for students. The Learning Centre is located on Level 2 of the Library and can be contacted by Phone: 9385 3890 or via their website: <http://www.lc.unsw.edu.au/>

Students experiencing problems of an academic or personal nature are encouraged to contact the Counselling Service at UNSW. This service is free and confidential and run by professional counsellors. The Counselling Service is located on Level 2, Quadrangle East Wing, and can be contacted on 9385 5418.

**Course Schedule** – please note that some minor variations may occur.

<b>Week starting</b>	<b>Topic</b>	<b>Laudon Chapt.</b>	<b>Hall Chapt.</b>
1 - 28/2	Basic Concepts and Elements of Information Systems (IS)	1, 2	-
2 – 7/3	Hardware and Software Elements of Information Systems	6	-
3 – 14/3	The Information System – Management and the Accountant’s Perspective	3	1,2
4 – 21/3	Managing the Information Systems Data (Information) Assets	7	-
<b>29/3 – 3/4</b>	<b>RECESS</b>		
5 – 4/4	Managing the IS Communication Channel, Telecommunication and Network Assets	8, 9	12
6 - 11/4	Enterprise Resource Planning (ERP) – Industry Perspective – Guest Lecture	10	11
7 - 18/4	Knowledge Management and Decision Support Systems	11, 12	-
8 - 25/4	Public Holiday (Monday - Anzac Day ) On-line Revision <b>Assignment 1 Due: Friday 29/4</b>		
9 – 2/5	Systems Development Life Cycle (SDLC)	13, 14	13,14
10 - 9/5	Business Objectives, Events and Processes - a practical approach to understanding AIS – Revenue & Expenditure	-	4,5
11 - 16/5	Business Objectives, Events and Processes - a practical approach to understanding AIS – Expenditure & Conversion	-	6,7
12 - 23/5	General Ledger, Financial Reporting & Management Reporting Systems	-	8
13 - 30/5	Information Systems Security and Control <b>Assignment 2 Due: Friday 3/6</b>	15	-