

Inver Hills Community College

ACCT 2900: Applied Accounting (Capstone)

A. COURSE DESCRIPTION

Credits: 4

Lecture Hours/Week: 4

Lab Hours/Week: *.*

OJT Hours/Week: *.*

Prerequisites:

This course requires both of these prerequisites

ACCT 2102 - Managerial Accounting

BUS 1100 - Introduction to Business Applications and Computing

Corequisites: None

MnTC Goals: None

Prepares accounting students to begin their career in business. Students review financial and managerial accounting and enhance their understanding by utilizing the knowledge in common business applications. Students will prepare cover letters and resumes as well as practice interviewing skills.

B. COURSE EFFECTIVE DATES: 08/22/2016 - Present

C. OUTLINE OF MAJOR CONTENT AREAS

1. 10% Ethics
2. 15% Financial Analysis
3. 15% Financial Transactions and Statements
4. 15% Managerial Accounting
5. 15% Technology (Microsoft Office)
6. 6% Career Planning and Development
7. 8% Career Pathway Assessment (NOCTI)
8. 8% Cover Letter and Resume Development
9. 8% Networking and Interviewing

D. LEARNING OUTCOMES (General)

1. Demonstrate verbal and nonverbal professional skills.
2. Communicate financial and management information effectively in both verbal and written form.
3. Analyze and make business decisions by incorporating an ethical perspective.
4. Analyze financial data and prepare management presentations utilizing Microsoft Office tools.
5. Prepare, analyze and use financial information to make business decisions.

E. Minnesota Transfer Curriculum Goal Area(s) and Competencies

None

F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

G. SPECIAL INFORMATION

None noted