

# Alexandria Technical and Community College

## ACCT 1506: Computerized Accounting for Peachtree

### A. COURSE DESCRIPTION

Credits: 1

Lecture Hours/Week: \*.\*

Lab Hours/Week: 2

OJT Hours/Week: \*.\*

Prerequisites: None

Corequisites: None

MnTC Goals: None

This is an introduction to the use of a computerized accounting system to facilitate the functions of journals, ledgers, inventory management, and financial statement preparation. This course will emphasize the use of personal computers to process accounting data. Beginning principles of accounting will be used.

**B. COURSE EFFECTIVE DATES:** 08/01/2000 - Present

### C. OUTLINE OF MAJOR CONTENT AREAS

1. Explore Peachtree software including the use of various operating functions and modules such as invoicing customers.
2. Set up all options for a new business.
3. Record daily and end of period transactions generating month-end statements.

### D. LEARNING OUTCOMES (General)

1. The learner will be able to set up accounts for a new company in Peachtree Accounting for Windows.
2. The learner will be able to record accounting transactions for a small business using Peachtree Accounting for Windows.

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

None

### F. LEARNER OUTCOMES ASSESSMENT

As noted on course syllabus

### G. SPECIAL INFORMATION

None noted