

**CASPER COLLEGE COURSE SYLLABUS
ACCT 2120-01
Computer Spreadsheet Accounting**

Semester/Year: Spring 2008

Credit Hours: 3.0

Class Time: 5:30 pm – 8:15 pm **Days:** Wednesday **Room:** BU127

Instructor's Name: Diane Cox

**Instructor's Contact
Information:**

You may call my cell phone, but please limit calls to emergencies. Please use email as much as possible.

Cell Phone:
307-760-4601

Email:
dcox@caspercollege.edu

Office Hours: By appointment

Course Description: Primarily a laboratory with the instructor available for questions and answers. Using an electronic worksheet package (text workbook and a template diskette) containing typical accounting homework problems designed to be solved using a spreadsheet program. Not a review of accounting principles. Students are assumed to be knowledgeable about accounting theory.

Statement of Prerequisites: ACCT 2010

Goal: Students will gain general Excel spreadsheet capabilities and learn how to apply them to specific accounting problems and models.

Outcomes: Students will be expected to show an understanding of Excel capabilities as they apply to accounting problems. Students will be able to build their own models for use in accounting problems.

Methodology: The class will take place in the computer lab. The class will consist of lectures and lab combined. The lab will provide hands-on practice of the techniques described in the lecture. There will be tutorials for the purpose of demonstrating the features of Excel as well as the use of those features to solve specific accounting problems and to build models. Student questions and participation will be highly encouraged to ensure that all students have a complete understanding of the course material and feel comfortable using Excel. Students are encouraged to work alone and with others in doing assignments. Students may learn from others knowledge, but all assignments must be done by each individual student on their own disk. Copying of others work is not acceptable. Indications that a student is not doing his or her own work will result in expulsion from the class for a grade of F.