

Computer Information Systems A.A.S.

Accounting Emphasis

Program Description

The uses of computers span business, industry science and education. Computers are involved in improving the quality, economics and/or efficiency of practically every aspect of human activity. The blending of accounting and computer programming skills provide a broad background to allow the graduate to move freely within the employment opportunities.

Employment Information

The U.S. Bureau of Labor Statistics says computer support specialists and systems administrators are projected to be among the fastest growing occupations over the next 10 years. Job prospects will be best for college graduates who are up to date with the latest skills and technology expertise remains a key hiring criterion in accounting and finance.

Cooperative Agreement

This program is part of a cooperative agreement offered between OSU-Oklahoma City, Metro Technology Centers and Francis Tuttle Technology Center.

For More Information Contact:

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Technical Occupational Specialty

				36 Credit hours	Date	Institution
<input type="checkbox"/>	ACCT	2001	Payroll Accounting	1		
<input type="checkbox"/>	ACCT	2041	Computerized Accounting	1		
<input type="checkbox"/>	ACCT	2103	Financial Accounting	3		
<input type="checkbox"/>	ACCT	2203	Managerial Accounting	3		
<input type="checkbox"/>	ACCT	2423	Fundamentals of Income Tax	3		
<input type="checkbox"/>	CIS	1123	Programming Fundamentals	3		
<input type="checkbox"/>	CIS	2263	Spreadsheet Application	3		
<input type="checkbox"/>	CIS	2363	Database Design	3		
<input type="checkbox"/>	CIS	2513	Principles of Information Systems Security	3		
<input type="checkbox"/>	CIS	2703	Systems Analysis and Design	3		
<input type="checkbox"/>	CIS	2803	Computer Science Project Capstone	3		
<input type="checkbox"/>	ITD	2523	LAN Fundamentals	3		
			Elective (<i>approved by department</i>)	1		

Select 3 credit hours from the following:

<input type="checkbox"/>	CIS	1113	Computer Concepts with Applications	3		
<input type="checkbox"/>	CIS	1103	Fundamentals of Computers with Applications	3		
<input type="checkbox"/>	ITD	1323	Internet Fundamentals	3		

Support and Related Courses

				7 Credit Hours		
<input type="checkbox"/>	BUS	1011	Business Ethics	1		
<input type="checkbox"/>	BUS	2113	Business Communications	3		
<input type="checkbox"/>	TCOM	1523	Electronic Commerce	3		

General Education Requirements

				18 Credit Hours		
<input type="checkbox"/>	ENGL	1113	English Composition I	3		
<input type="checkbox"/>	HIST	1493	U.S. History Since 1865	3		
<input type="checkbox"/>	MATH	1413	General College Math	3		
<input type="checkbox"/>	POLS	1113	American Government	3		
<input type="checkbox"/>	SPCH	1113	Introduction to Speech Communication	3		
<input type="checkbox"/>			General Education Elective (<i>must be approved by division advisor</i>)	3		

Total to Graduate

61 Credit Hours

Student Name:	_____
CWID:	_____
Counselor:	_____
Catalog 2009-2010	

ACCT 2001 PAYROLL ACCOUNTING

Basic procedures of a payroll accounting system. The study of manual systems, the various laws regulating payroll data and the preparation of the payroll tax returns. Prerequisites: ACCT 1002 or ACCT 2103. Spring only

ACCT 2041 COMPUTERIZED ACCOUNTING

Independent study, analysis, design and construction of solutions to case studies in accounting automation. Prerequisites: ACCT 2103 and CIS 1113. Spring only.

ACCT 2103 FINANCIAL ACCOUNTING

Covers the accounting process and principles of accrual accounting. The study of financial statements and the information required for their preparation.

ACCT 2203 MANAGERIAL ACCOUNTING

Managerial accounting concepts and objectives, planning and control of sales and cost, analysis, variance analysis, capital budgeting and the measurement of divisional performance. Prerequisite: ACCT 2103.

ACCT 2423 FUNDAMENTALS OF INCOME TAX

Study of the present provisions of individual income tax laws and preparation of tax returns. Prerequisite: ACCT 2103. Fall only.

BUS 1011 BUSINESS ETHICS

A study of contemporary and classical views relating to moral judgments and conduct within the business environments.

BUS 2113 BUSINESS COMMUNICATIONS

Includes effective communication strategy, effective report presentation (both written and oral), effective summarizing skills and analytical reasoning skills. Focuses on the dynamics, qualities, functions and methods of administrative communication; problems and practices of preparing effective material. Prerequisite: ENGL 1113.

CIS 1103 FUNDAMENTALS OF COMPUTERS WITH APPLICATIONS

This course is designed to provide students with an introduction to the fundamentals of computers and their applications in business. Topics include: computer evolution, information processing, computer functions, information systems, program development process, microcomputer systems and applications, data communication, transaction processing and future trends. Theory and hands on computer instruction. This introductory course is intended for students with existing computer skills. Prerequisites: placement test or CIS 1003.

***CIS 1113 COMPUTER CONCEPTS WITH APPLICATIONS**

Provides students with an introduction to concepts and applications of the personal computer in business. Topics include spreadsheets, databases, word processing, ethics, vocabulary, Internet skills and file system management. Theory and hands-on computer instruction is included. Prerequisite: READ 0033 or [R].

CIS 1123 PROGRAMMING FUNDAMENTALS

Designed for both computer science majors and non-majors to give fundamental knowledge of computer programming concepts. Students will learn accepted programming concepts and style. This course involves logic, pseudo-code, flow charts, statement sequencing, conditional statements, loop structures and input/output. Prerequisite: Basic computer knowledge.

***CIS 2263 SPREADSHEET APPLICATION**

An in-depth study of the use and theoretical concepts of an integrated microcomputer software spreadsheet application. Hands-on instruction involves individual aspects of computerized spreadsheets, as well as the integration of all spreadsheet components. Prerequisites: CIS 1103 or CIS 1113.

***CIS 2363 DATABASE DESIGN**

Provides students with basic knowledge of database planning, design and implementation. Exercises will take the student through database planning, design and construction, implementation and maintenance. Prerequisite: CIS 1113.

***CIS 2513 PRINCIPLES OF INFORMATION SYSTEMS SECURITY**

This course provides the student with a broad review of the field of information systems security, background on many related elements and enough detail to facilitate an understanding of the field. It covers terminology of information systems security, the history of the field and an overview on how to manage an information systems security program. Prerequisites: CIS 1113 or CIS 1103.

***CIS 2703 SYSTEMS ANALYSIS AND DESIGN**

Introduction to a methodology for the analysis, design, documentation, implementation and evaluation of computer systems. Included will be topics in techniques for data gathering, file organization and accessing methods. Prerequisites: CIS 1103 or CIS 1113 and three hours of computer applications or programming.

***CIS 2803 COMPUTER SCIENCE PROJECT CAPSTONE**

As the capstone course of the Computer Science Program, the student will demonstrate the collected knowledge, skills and techniques acquired in the program courses by working through scenarios. Students will demonstrate problem solving, critical thinking, research techniques and technical writing. Computer ethics and group dynamics will be emphasized to help round out the student's education.

***ITD 1323 INTERNET FUNDAMENTALS**

Introduction to the worldwide computer network. Course uses a hands-on approach to teach students the history and capabilities of the Internet. Students learn the resources available via the World Wide Web and searching capabilities. Prerequisites: placement test or CIS 1003.

***ITD 2523 LAN FUNDAMENTALS**

Course is designed to provide the students with basic knowledge of computer networks. Students will learn the types and methodology of networks. Exercises will involve hands-on use of computer networks. Prerequisite: CIS 1003 or CIS 1113 or CIS 1103.

***TCOM 1523 ELECTRONIC COMMERCE**

Understanding e-commerce (electronic commerce) is essential for success in today's economy. This course explores both sides of business on the Internet, from the viewpoint of the consumer and of a business. Prerequisites: CIS 1103 or CIS 1113. (Same as BUS 1543.)