



Department of Accounting

College ofFinancial management....

University ofCihan.....

Subject: Accounting software package I

Course Book – Year 3 (Semester 1)

Lecturer's name Dr. Kusay Faisal Abdulrazak

Academic Year: 2023/2024

Course Book

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| 1. Course name | Accounting software package I |
| 2. Lecturer in charge | Dr. Kusay Faisal Abdulrazak |
| 3. Department/ College | Accounting |
| 4. Contact | e-mail: Kusay.faisal@sulicihan.edu.krd Tel: |
| 5. Time (in hours) per week | For example Theory: ----- Practical: 2 |
| 6. Office hours | 2hr/ week |
| 7. Course code | ACC 3105 |
| 8. Teacher's academic profile | <p>Dr. Kusay Faisal was born in Sheffield, UK, 1977. Received B.SC in electrical and electronics engineering in year 2000. Received M.Sc. and Ph.D. degrees in telecommunication engineering from University Technology Malaysia (UTM) in 2007 and 2013 respectively.</p> <p>He did researches in Wireless communication, Radar, Satellite, LMDS, HAPS, broadband wireless access, and wireless networking fields. Worked as assistant professor doctor at Cihan University, Sulaimanya, taught the following subjects:</p> <ul style="list-style-type: none"> · Microprocessor structure · Computer Architecture. · Multimedia. · Image processing. · MATLAB Programming · Operation research · English for computer · Computer application · Account software package · Accounting Information System · Computer Skills |
| 9. Keywords | Company, Customers and sales, Inventory and service, Vendors & Payables |
| 10. Course overview: | |
| <p>This course will be delivered using Sage Peachtree Quantum software, is a program intended for students from accounting department. The main topics to be cover in this course are: Starting with GUI, company performances, chart account, do backup data, restore company data, adding information to company name. Then, will introduce customers & sales</p> | |

process (where customer list, quote, sale order, receive money, and credit memo). After that, inventory & services (where introduce new items to the company, purchase orders, receive inventory, ship and truck packages). Finally, will show how to deal with vendors & purchase will be shown up by explaining how to make (vendor list, purchase order, bill and item receipts, transaction journal and vendors & payables reports).

11. Course objective:

- To teach students how to explore accounting software.
- To make students be able to create different types of transactions.
- To let students be able to demonstrate customers, vendors, and inventory.
- Students could prepare financial statements for companies or banks.

12. Student's obligation

The student should attend lectures and completion of all tests, exams, assignments, reports, essays...etc

13. Forms of teaching

The English language will be used in conducting the Lab. The computer and data show will be used for lectures slides presentation, whiteboard and marker will be used for father explanation.

Each students should have a computers to practice with it. There will be discussions, homework and quizzes throughout the semester, lecturer will give enough time to analyze, evaluate, and solve problems.

14. Assessment scheme

The 100 mark will be divided as shown in the table below:

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|-------------------------------------|------|
| Mid-semester exam | 35 % |
| Homework's, quizzes | 10 % |
| Classroom activities and attendance | 5 % |
| Final exam | 50 % |

15. Student learning outcome:

The students will be able to recognize and interpret Peachtree software, making different type of transactions, and preparing financial statements. To be prepared to work in different banks or companies systems in same idea of software.

16. Course Reading List and References:

1. E. Marmel, and D. Koers, "Peachtree for dummies, second edition", Wiley publishing, Inc. 2004.
2. 2010 user guide sage Peachtree "Accuracy, control, results".
3. Carol Yacht, M.A. "Student Guide for Peachtree Complete", The McGraw-Hill Companies, Inc., 2009.
4. Sage software, "Peachtree by Sage – Quantum 2007: Is It Right for Your Business?"

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| 18. Practical Topics (If there is any) | |
| <ol style="list-style-type: none"> 1. Chapter 1: Company 2. Chapter 2: Customers and sales 3. Chapter 3: Inventory and service 4. Chapter 4: Vendors & Payables | <p>Dr. Kusay Faisal Mr. Sadeer Dheyaa (2 hrs)</p> |
| <p>Chapter 1: Company</p> <ul style="list-style-type: none"> • Create new company. • setup security. • Create new account. • Cash flow manager. • Using window explorer. • Backup . • Restore the backup. • Test company error. • Archive. • Purge. • Import and Export. • Change company information. <p>Chapter 2: Customers and sales</p> <ul style="list-style-type: none"> • Setup customer default. • Setup new tax agency. • Setup new customer list. • Setup employment job. • New quotes and proposal. • Sale orders. • Sale invoice. • Receive money. • Credit and memo. <p>Chapter 3: Inventory and service</p> <ul style="list-style-type: none"> • Setup new inventory item. • Setup item description and prices. • Setup item assembly. • Purchase order. • Receive inventory. • Ship and track package. • Inventory adjustment. • Report. <p>Chapter 4: Vendors & Payables</p> <ul style="list-style-type: none"> • Setup new vendor • Write checks. • Setup 1099 vendor. • Purchase orders. • Enter bills. • Pay bills. • Credit and report. • Reports. | |

19. Examinations:

The type of exam comes pure practical (no theory), the questions usually comes to solve real case study for setup finance of company.

20. Extra notes:

None

21. Peer review

Lecturer



Dr. Kusay Faisal Abdulrazak

Head of Department: