

Unit Outline

ACCT2004 Accounting Technologies

Semester 1, 2016

Unit study package code:	ACCT2004	
Mode of study:	Internal	
Tuition pattern summary:	Note: For any specific variations to this tuition pattern and for precise information refer to the Learning Activities section. Computer Laboratory: 1 x 3 Hours Weekly This unit does not have a fieldwork component.	
Credit Value:	25.0	
Pre-requisite units:	Nil	
Co-requisite units:	Nil	
Anti-requisite units:	Nil	
Result type:	Grade/Mark	
Approved incidental fees:	Information about approved incidental fees can be obtained from our website. Visit fees.curtin.edu.au/incidental_fees.cfm for details.	
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Learning Management System:	Blackboard (lms.curtin.edu.au)	

Acknowledgement of Country

We respectfully acknowledge the Indigenous Elders, custodians, their descendants and kin of this land past and present.

Syllabus

Examination of the Internet and its importance to accounting, including electronic payment systems, electronic commerce, web accounting reporting, and emerging technologies. Provides a review of hardware, software and data communication systems including networks, web browsers, file transfer protocol, mail and newsgroups.







Introduction

Welcome to the unit. This unit is designed to allow students to obtain information relating to Internet technology and electronic commerce as it relates to business and accounting. Its main purpose is to present accounting students with a comprehensive, up-to-date guide on business related issues of the Internet. The assessment in this unit is structured such that best results are achieved by working continuously throughout the semester.










Unit Learning Outcomes

All graduates of Curtin University achieve a set of nine graduate attributes during their course of study. These tell an employer that, through your studies, you have acquired discipline knowledge and a range of other skills and attributes which employers say would be useful in a professional setting. Each unit in your course addresses the graduate attributes through a clearly identified set of learning outcomes. They form a vital part in the process referred to as assurance of learning. The learning outcomes tell you what you are expected to know, understand or be able to do in order to be successful in this unit. Each assessment for this unit is carefully designed to test your achievement of one or more of the unit learning outcomes. On successfully completing all of the assessments you will have achieved all of these learning outcomes.

Your course has been designed so that on graduating we can say you will have achieved all of Curtin's Graduate Attributes through the assurance of learning process in each unit.

On successful completion of this unit students can:		Graduate Attributes addressed
1	Identify problems and analyse the main features of online businesses	 
2	Apply appropriate problem solving processes, critical and creative thinking for online reporting and the management of online businesses	 
3	Analyse and evaluate internet sites apply findings in the development of a website using appropriate software	 

Curtin's Graduate Attributes

	Apply discipline knowledge		Thinking skills (use analytical skills to solve problems)		Information skills (confidence to investigate new ideas)
	Communication skills		Technology skills		Learning how to learn (apply principles learnt to new situations) (confidence to tackle unfamiliar problems)
	International perspective (value the perspectives of others)		Cultural understanding (value the perspectives of others)		Professional Skills (work independently and as a team) (plan own work)

Find out more about Curtin's Graduate attributes at the Office of Teaching & Learning website: ctl.curtin.edu.au

Learning Activities

The unit will consist of a lecture component of approximately 1 hour each week and will cover the theory aspects of the unit. The remaining 2 hours each week will be for workshop sessions conducted in a computer lab that will allow students to apply the theory to a practical environment through a number of workshop tasks. These activities will form the basis for the questions in the in-class test and provide guidance for the other assessment activities. Students will achieve the best results by attending these sessions and attempting the workshop tasks.

Learning Resources

Essential texts

The required textbook(s) for this unit are:

- Schneider, G (2015), *Electronic Commerce, 11th Edition*, Cengage Learning.
(ISBN/ISSN: 13: 978-285-42543-6)

Other resources

Curtin Student IT handbook is available from the IT Help Desk, Ground Floor, Building 402 or from the CBS website under student resources.

Assessment

Assessment schedule

	Task	Value %	Date Due	Unit Learning Outcome(s) Assessed
1	Class test	25 percent	Week: Teaching week #10 Day: The day of your class Time: The time of your class	1,2
2	Portfolio 1	25 percent	Week: Teaching week #9 Day: Friday Time: 4 p.m.	2,3
3	iPortfolio	15 percent	Week: Teaching week #5 Day: Friday Time: 4 p.m.	1,2
4	Group project	35 percent	Week: Presentation-week 11, Report-week12 Day: Presentation-Day of your class, Report-Friday Time: Presentation-Time of your class, Report-4 p.m.	1,2

Detailed information on assessment tasks

1. During the semester, a class test will be administered and will be based on the text readings and lecture materials. If you are late to class or not present, you may miss out on the test and be awarded nil marks. The test is administered only **ONCE**, so please make sure you are present at the scheduled time. You will only be allowed to take the test in the class to which you belong, so do not attend another class hoping that you can take the test later in the week. Further details of the test will be given prior to the test date.
2. The Portfolio 1 is designed to give you experience with Internet technology. Students will be instructed in the use of Dreamweaver to construct a website. Details of the Portfolio 1 assessment will be provided in class.
3. Students will be required to develop an iPortfolio, including a video resume. An introduction and instruction on using the Curtin iPortfolio system will be provided during the appropriate lab sessions.
4. The Group Project consists of a group report (20%) and a group presentation (15%). The group project is to be done in groups of no more than 3 students. The intent of this project is to familiarize students with e-commerce/Internet technologies and concepts topics which are not covered thoroughly in class. Your tutor will assist you in selecting a relevant topic.

Pass requirements

Students must achieve a final mark of 50% or more to pass the unit.

Fair assessment through moderation

Moderation describes a quality assurance process to ensure that assessments are appropriate to the learning outcomes, and that student work is evaluated consistently by assessors. Minimum standards for the moderation of assessment are described in the Assessment and Student Progression Manual, available from policies.curtin.edu.au/policies/teachingandlearning.cfm

Late assessment policy

This ensures that the requirements for submission of assignments and other work to be assessed are fair, transparent, equitable, and that penalties are consistently applied.

1. All assessments students are required to submit will have a due date and time specified on this Unit Outline.
2. Students will be penalised by a deduction of ten percent per calendar day for a late assessment submission (eg a mark equivalent to 10% of the total allocated for the assessment will be deducted from the marked value for every day that the assessment is late). This means that an assessment worth 20 marks will have two marks deducted per calendar day late. Hence if it was handed in three calendar days late and given a mark of 16/20, the student would receive 10/20. An assessment **more than seven calendar days overdue will not be marked and will receive a mark of 0.**

Assessment extension

A student unable to complete an assessment task by/on the original published date/time (eg examinations, tests) or due date/time (eg assignments) must apply for an assessment extension using the Assessment Extension form (available from the Forms page at students.curtin.edu.au/administration/) as prescribed by the Academic Registrar. It is the responsibility of the student to demonstrate and provide evidence for exceptional circumstances beyond the student's control that prevent them from completing/submitting the assessment task.

The student will be expected to lodge the form and supporting documentation with the unit coordinator before the assessment date/time or due date/time. An application may be accepted up to five working days after the date or due date of the assessment task where the student is able to provide an acceptable explanation as to why he or she was not able to submit the application prior to the assessment date. An application for an assessment extension will not be accepted after the date of the Board of Examiners' meeting.

Deferred assessments

If your results show that you have been granted a deferred assessment you should immediately check your OASIS email for details.

Supplementary assessments

Supplementary assessments are not available in this unit.

Referencing style

The referencing style for this unit is Chicago.

More information can be found on this style from the Library web site:

<http://libguides.library.curtin.edu.au/referencing>.

Copyright

© Curtin University. The course material for this unit is provided to you for your own research and study only. It is subject to copyright. It is a copyright infringement to make this material available on third party websites.

Academic Integrity (including plagiarism and cheating)

Any conduct by a student that is dishonest or unfair in connection with any academic work is considered to be academic misconduct. Plagiarism and cheating are serious offences that will be investigated and may result in penalties such as reduced or zero grades, annulled units or even termination from the course.

Plagiarism occurs when work or property of another person is presented as one's own, without appropriate acknowledgement or referencing. Submitting work which has been produced by someone else (e.g. allowing or contracting another person to do the work for which you claim authorship) is also plagiarism. Submitted work is subjected to a plagiarism detection process, which may include the use of text matching systems or interviews with

students to determine authorship.

Cheating includes (but is not limited to) asking or paying someone to complete an assessment task for you or any use of unauthorised materials or assistance during an examination or test.

From Semester 1, 2016, all incoming coursework students are required to complete Curtin's Academic Integrity Program (AIP). If a student does not pass the program by the end of their first study period of enrolment at Curtin, their marks will be withheld until they pass. More information about the AIP can be found at:

<https://academicintegrity.curtin.edu.au/students/AIP.cfm>

Refer to the Academic Integrity tab in Blackboard or academicintegrity.curtin.edu.au for more information, including student guidelines for avoiding plagiarism.

Information and Communications Technology (ICT) Expectations

Curtin students are expected to have reliable internet access in order to connect to OASIS email and learning systems such as Blackboard and Library Services.

You may also require a computer or mobile device for preparing and submitting your work.

For general ICT assistance, in the first instance please contact OASIS Student Support:

oasisapps.curtin.edu.au/help/general/support.cfm

For specific assistance with any of the items listed below, please contact The Learning Centre:

life.curtin.edu.au/learning-support/learning_centre.htm

- Using Blackboard, the I Drive and Back-Up files
- Introduction to PowerPoint, Word and Excel

Additional information

Enrolment

It is your responsibility to ensure that your enrolment is correct - you can check your enrolment through the eStudent option on OASIS, where you can also print an Enrolment Advice.

Student Rights and Responsibilities

It is the responsibility of every student to be aware of all relevant legislation, policies and procedures relating to their rights and responsibilities as a student. These include:

- the Student Charter
- the University's Guiding Ethical Principles
- the University's policy and statements on plagiarism and academic integrity
- copyright principles and responsibilities
- the University's policies on appropriate use of software and computer facilities

Information on all these things is available through the University's "Student Rights and Responsibilities" website at:

students.curtin.edu.au/rights.

Student Equity

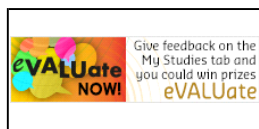
There are a number of factors that might disadvantage some students from participating in their studies or assessments to the best of their ability, under standard conditions. These factors may include a disability or medical condition (e.g. mental illness, chronic illness, physical or sensory disability, learning disability), significant family responsibilities, pregnancy, religious practices, living in a remote location or another reason. If you believe you may be unfairly disadvantaged on these or other grounds please contact Student Equity at eesj@curtin.edu.au or go to <http://eesj.curtin.edu.au/student-equity/index.cfm> for more information

You can also contact Counselling and Disability services: <http://www.disability.curtin.edu.au> or the Multi-faith services: <http://life.curtin.edu.au/health-and-wellbeing/about-multifaith-services.htm> for further information.

It is important to note that the staff of the university may not be able to meet your needs if they are not informed of your individual circumstances so please get in touch with the appropriate service if you require assistance. For general wellbeing concerns or advice please contact Curtin's Student Wellbeing Advisory Service at: <http://life.curtin.edu.au/health-and-wellbeing/student-wellbeing-service.htm>

Recent unit changes

Students are encouraged to provide unit feedback through **eVALUate**, Curtin's online student feedback system. For more information about **eVALUate**, please refer to evaluate.curtin.edu.au/info/.



To view previous student feedback about this unit, search for the Unit Summary Report at <https://evaluate.curtin.edu.au/student/unit-search.cfm>. See <https://evaluate.curtin.edu.au/info/dates.cfm> to find out when you can **eVALUate** this unit.

Recent changes to this unit include:

Unit materials and assessments are regularly reviewed and updated to reflect advances in technology.

Program calendar

Wk No.	Begin Date	Lecture/Seminar	Pre-readings	Lab Activity for students	Assessment items due	Expected work time per week for an average student
1.	29 Feb	Introduction to Electronic Commerce	Chapter 1 Pages 3–48	Introduction to iPortfolio		Review of lecture notes: 1.5 hrs Seminar/Lab: 3 hrs iPortfolio work 3.5 hrs Chapter Reading: 2 hrs
2.	7 Mar	Technology Infrastructure: The Internet and the World Wide Web	Chapter 2 Pages 59 – 103	iPortfolio task		Review of lecture notes: 1.5 hrs Seminar/Lab: 3 hrs iPortfolio work 1.5 hrs Chapter Reading: 2 hrs
3.	14 Mar	Selling on The Web Marketing on the Web	Chapter 3 Pages 117–163 Chapter 4 Pages 173–214 Chapter 6 Pages 280–283	iPortfolio task		Review of lecture notes: 1.5 hrs Seminar/Lab: 3 hrs iPortfolio work 1.5 hrs Chapter Reading: 2 hrs
4.	21 Mar	Business-to Business Online Strategies	Chapter 5 Pages 227–259	Website development, Dreamweaver		Review of lecture notes: 1.5 hrs Seminar/Lab: 3 hrs iPortfolio/Portfolio work: 2 hrs Chapter Reading: 2 hrs
5.	28 Mar	Tuition Free Week				
6.	4 Apr	Computer Crime and Abuse.	Chapter 7 Pages 337–342 Chapter 10 Pages 442–445, 449–454	Website development, Dreamweaver	iPortfolio due	Review of lecture notes: 1.5 hrs Seminar/Lab: 3 hrs Portfolio1 work: 3.5 hrs Chapter Reading: 2 hrs

			Chapter 11 Pages 499-504			
7.	11 Apr	Electronic Commerce Security	Chapter 10 Pages 433-471	Analysis of websites (1)		Review of lecture notes: 1.5 hrs Seminar/Lab: 3 hrs Portfolio1 work 3.5 hrs Chapter Reading: 2 hrs
8..	18 Apr	Tuition Free Week				
9.	25 Apr	The Environment of Electronic Commerce: Legal, Ethical & Tax Issues	Chapter 7 Pages 313-337, 342-354	Analysis of websites (2)		Review of lecture notes: 1.5 hrs Seminar/Lab: 3 hrs Portfolio1 work 3.5 hrs Group work 2 hrs Chapter Reading: 2 hrs
10.	2 May	Payment Systems for Electronic Commerce.	Chapter 11 Pages 481-499	Referencing and Plagiarism		Review of lecture notes: 1.5 hrs Seminar/Lab: 3 hrs Portfolio1 work: 3.5 hrs Group work 2.5 hrs Chapter Reading: 2 hrs
11.	9 May	Revision	No pre-reading	Website development task	Portfolio 1 due	Review of lecture notes: 1.5 hrs Seminar/Lab: 3 hrs Portfolio1: 2 hrs Group work 3.5 h
12.	16 May	Presentation Techniques and Presentation Guidance	No pre-reading		Class Test	Review of lecture notes and readings. Revision for test 7 hrs Seminar/Lab: 3 hrs Group work; 7 hrs
13.	23 May	Presentations & Unit E-value	No pre-reading		Presentation due	Seminar/Lab: 3 hrs Presentation preparation & Group work: 7 hrs
14.	30 May	Presentations & Unit E-	No pre-		Group Report	Seminar/Lab: 3 hrs

		valuate	reading		Due	Group work: 7 hrs
15.	6 Jun	Study Week for any exams you have in other units				
16.	13 Jun	Exam week 1 (No exam for this unit)				
17.	20 Jun	Exam week 2 (No exam for this unit)				