

**Instructor:**

Rob Whittington

Office: Fisher Hall 342

Office Hrs: Generally available before or after each class session, by arrangement. Online by appointment.

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**Class Information:**

Schedule:

Section: 4289

Schedule: Mon/Wed, 1:45 - 4:05

Classroom: Schoenbaum 315

**Resources**

Reasonable efforts are made to minimize the cost of textbook and other materials required for this course. Generally available for 1-2 hours after each class session.

**Required textbook: *Accounting Information Systems (14th Edition, online Revel platform)*, by Romney and Steinbart**, This online textbook includes reading, interactive exercises, comprehension checks and quizzes. For additional details, see the Revel assignment for Week 1 within Carmen Canvas.

**Wall Street Journal Subscription (Required):** In classroom lectures and assignments we will sometimes use current/recent news stories to illustrate important concepts. You can subscribe at a low student rate at:

[https://store.wsj.com/shop/US/US/wsstudentegns19/?intrackingCode=aagsnbj7&icid=WSJ\\_ON\\_NA\\_ACQ\\_NA](https://store.wsj.com/shop/US/US/wsstudentegns19/?intrackingCode=aagsnbj7&icid=WSJ_ON_NA_ACQ_NA) (Links to an external site.)

(Please note that your subscription will auto-renew after 15 weeks, so you should mark your calendar to ensure you cancel the subscription in the event you wish to discontinue.)

You will be required to review other articles or view videos in preparation for some class sessions, as detailed in Carmen modules.

**Course Website - Carmen Canvas**

Course materials will be maintained on Carmen (Canvas). Schedules, assignments, etc. are subject to change as needed, and will be updated on Carmen. Students are expected to check regularly for updates and notifications.

**Course Objectives**

In this course you will learn about the systems that drive the business activities of an enterprise. These systems are comprised of business processes, technology, and

organizational components. Ultimately, virtually all accounting information flows from these systems.

This course is designed to prepare and equip students for professional careers in accounting, auditing consulting and general business.

To that end, the course objectives are:

1. Build general understanding of the business enterprise context.
2. Develop foundational skills for analysis and communication.
3. Develop general understanding key business processes and their associated risk/controls.
4. Build awareness and fluency in critical technologies and technology management.
5. Develop a mindset of critical analysis and professional engagement.

### **Curriculum Structure**

The curriculum will cover a broad variety of topics. The topics will be interspersed throughout the session, with a standardized approach to business cycles. Classes will include a broad mixture of lectures, interactive exercises, team assignments and some guest presentations from industry experts and practitioners.

A current list of the topics to be discussed is as follows:

1. **Business Cycles** – Context, Process Model, Documents, Risks, Controls
  - Accounting Information Systems Overview
  - Enterprise Architecture
  - Revenue
  - Expenditure
  - Production
  - HR & Payroll
  - General Ledger & Reporting
2. **Focus Topics**
  - Systems Reliability
  - Security and Risk
  - Fraud
  - Systems Implementation & ERP
  - Cloud Computing
  - Data Analytics
  - Special Topics: Blockchain, Ubiquitous ERP, Algorithms, IoT
3. **Professional Skills and Business Context**
  - Process Documentation (Flowcharts)
  - Data Modeling
  - Professional Writing/Communication
4. **Exams.** There will be three exams (Canvas quizzes).

### **Learning Components and Format**

**Classroom sessions** will feature lectures, in-class exercises, guest lectures and discussion. Active engagement in the class topics and activities is required. Understandably, some students may occasionally need to miss class for job interviews, case competitions, etc. In those situations, the instructor should be notified in advance by email.

**In-class Challenges** - Three or more “In-Class Challenges” will be given at different points within the semester, which are completed during class time. These are intended to apply concepts to specific scenarios, undertaken in a competitive environment via small groups. These will be graded, although the weighting is light relative to other graded activities.

### **Weekly Revel Assignments**

Each week you are required to complete a set of readings, comprehension checks , and quizzes as assigned in the Pearson Revel online platform.

### **Individual Assignments**

Several individual assignments will be prepared individually. Students are not permitted to discuss these assignments with other students unless otherwise indicated.

### **Team Projects**

One of the exceptional opportunities available to Fisher students is to work with colleagues. Students will work in teams to complete two projects and a case study. All team members are expected to work together to derive their team’s solution, and each team is responsible for its own methods, logistics, and schedules. Teams will be assigned by your instructor.

For projects and team assignments, only one solution should be submitted for the team, with names of all team members listed on the submission. Selected teams (as chosen by the instructors) will present and defend their findings to the class. The instructor(s) will announce in class which teams will be presenting during that respective class session.

Normally, all members of a team will receive the same grade for a project or team assignment. There may be times, however, when one or more members of a team will “free ride” on the work of other members. The team scores of free riders may be substantially reduced if evidence of free riding is found. To discover free riding, each member of a team may submit an individual *Team Evaluation Form*, which can be found in the course information folder. If no one submits a Team Evaluation Form, it will be assumed that, from the students’ perspective at least, no free riding problems existed. Also, I may choose at any time to require a peer evaluation of your teammates.

## **Exams**

The exams will be designed to measure your knowledge and understanding of material presented in the reading, team assignments, individual assignments, class lectures and discussions. Problems must be solved and presented utilizing appropriate formats as discussed in class or in the textbook. You will have only a fixed amount of time to complete each examination.

In the event that you miss an exam, you will receive a score of 0. Exceptions will be made upon presentation of documented evidence indicating serious illness, family emergency or university-authorized absence, provided the instructor is notified by email in advance. A make-up exam may be scheduled; alternatively, the weight of the remaining exam may be adjusted.

## **Effective Business Writing and Presentations**

Effective business writing is important—success in academic work and in professional activities often depends on the ability to convey ideas clearly and concisely. There is a saying that clear writing and clear thinking go hand-in-hand. That is, the process of writing clearly helps someone to think more deeply about the ideas that the writer intends to convey. Early in the course, your professor will review class standards for writing memos and preparing power point presentations. All submitted work must conform to these standards. Most assignments will include grading elements for effective communication.

**Evaluation and Grading** - See Canvas Assignments. If you have any questions about the grading of a specific assignment, you have **1 week** after the score is posted to discuss it with your instructor. All grades will be final after this deadline.

As stated earlier, the purpose of this class is to help prepare you for the professional world that awaits you. As a result, the approach of the class as well as the grading elements, are structured to reflect that environment and its expectations as much as possible.

This class is designed to be highly participative, and much of that responsibility will fall directly on you. Your ability to succeed in this class is highly dependent in part upon regular, high-quality engagement within the classroom and other substantive additional engagement. Just as business professionals are expected to enhance the day-to-day activities within their organizations, students are expected to enhance the dialogue within class. Your ability to think and subsequently (and proactively) offer perceptive comments and insights based upon the topics being discussed, as well as actively engage the professors and other classmates in an ongoing manner regarding course content and other related professional topics, will be critical components of your ultimate success in this class.

## **Graduate School Recommendations**

If you are interested in applying to graduate schools and would me to submit a recommendation on your behalf, it will be important that you perform well in class, and also that you make yourself known to me. I typically spend additional time to understand your professional and academic goals, and how you believe graduate studies will help you achieve those goals.

## **Academic Integrity**

### **Restricted and Permitted Course Materials**

Use of inappropriate study materials, including previously prepared solutions to projects and files containing tests used during previous terms, compromises the concept of equal opportunity for all students and therefore is prohibited. You may use materials that generally are available to all students provided that they maintain the spirit of the learning objectives.

Materials distributed to students via Canvas or in class may be used only by students enrolled in AMIS 3600 this semester. You may ***not*** distribute any of these materials to any others at any time, or be subject to disciplinary action.

## Academic Misconduct

Academic misconduct will not be tolerated. According to University Rule 3335-31-02, all suspected cases of academic misconduct will be reported to the Committee on Academic Misconduct.

For additional information on academic misconduct, see the code of student conduct—see below.

### Standards of Integrity and Conduct

This element is crucial and will be strictly enforced. Each student in this course is expected to be familiar with and abide by the principles and standards set forth in The Ohio State University's code of student conduct. You can view this document or download a pdf version at:

[http://studentaffairs.osu.edu/resource\\_csc.asp](http://studentaffairs.osu.edu/resource_csc.asp)

It is also expected that each student will behave in a manner that is consistent with the Fisher Honor Statement, which reads as follows:

*As a member of the Fisher College of Business Community, I am personally committed to the highest standards of behavior. Honesty and integrity are the foundations from which I will measure my actions. I will hold myself accountable to adhere to those standards. As a future leader in the community and business environment, I pledge to live by these principles and celebrate those who share these ideals.*

While most students have high standards and behave honorably, like every academic institution, we sometimes encounter cases of academic misconduct. It is the obligation of students and faculty members to report suspected cases of academic and student misconduct. Students can report suspected violations of academic integrity or student misconduct to a faculty member or to a program's leadership. All reported cases of academic misconduct are actively pursued and confidentiality is maintained.

The only materials that may be submitted for this course are those created by the individual student in this specific semester. If you have taken this class previously, you may not submit work that was created to fulfill requirements in a previous semester, nor may you use any other materials similarly created by others. All materials submitted must be the student's original work, and all suspected cases of academic misconduct will be reported and pursued vigorously.

### Waitlisted Students

Students who are waitlisted and seek to enroll must attend class through the first class session of the second week of the semester. After that date, students who have not been added will not be enrolled and may not continue to attend the class. Waitlisted students

should contact either the Fisher Undergraduate Program Office or the Department of Accounting and MIS office if they have any questions regarding the waitlist process.

### **Disenrollment**

University Rule 3335-8-33 provides that a student may be dis-enrolled after the third instructional day of the semester, the first Friday of the semester, or the student's second class session of the course, whichever occurs first, if the student fails to attend the scheduled course without giving prior notification to the instructor.

### **Disability Services**

The Office of Disability Services develops strategies for students with verified disabilities to meet the needs of these students. All students with specific disability needs are strongly encouraged to contact the Office of Disability Services at 614-292-3307 to discuss potential accommodations that may be available to them. Students requiring accommodations based on identified disabilities should contact the instructor at the beginning of the semester to discuss the student's individual needs. Also see [www.ods.ohio-state.edu](http://www.ods.ohio-state.edu) ([Links to an external site.](#)) for more information about the Office for Disability Services.