





2. Create, modify, and remove vendor records, customer records, inventory records, employee records, projects and general ledger accounts. Demonstrate ability to find and correct errors.

Applies To Program Outcome

- A. Students will be able to perform financial accounting functions using proper format and procedures based on GAAP.
- E. Students will be able to perform accounting functions and applications in a computerized environment.

3. Complete year end closing procedures.

Applies To Program Outcome

- A. Students will be able to perform financial accounting functions using proper format and procedures based on GAAP.
- B. Students will be able to prepare, analyze, and interpret financial statements and reports for service, merchandising and manufacturing companies.
- E. Students will be able to perform accounting functions and applications in a computerized environment.

4. Create computerized accounting reports in good form, and Interpret charts and graphs.

Applies To Program Outcome

- C. Students will be able to perform financial accounting functions using proper format and procedures based on GAAP.
- D. Students will be able to prepare, analyze, and interpret financial statements and reports for service, merchandising and manufacturing companies.
- F. Students will be able to perform accounting functions and applications in a computerized environment.

5. Communicate analysis to others using written, oral, and electronic methods.

Applies To Program Outcome

- A. Students will be able to prepare, analyze, and interpret financial statements and reports for service, merchandising and manufacturing companies.
- D. Students will be able to demonstrate professional business communications skills.
- E. Students will be able to perform accounting functions and applications in a computerized environment.

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By: Parnella Baul