



STARK STATE COLLEGE

GENERAL SYLLABUS

Course Information

Course Name: Accounting Software and Analytics
Course Number: ACC229

Required Materials

Textbook(s): Computer Accounting with QuickBooks Online by Donna Kay; **2025 Release**, McGraw-Hill with instant access to McGraw Hill Connect.

Required Readings: None

Additional Materials: **QuickBooks, SAP, ERP, Excel, and Tableau**
TI BA II Calculator, Computer (Windows preferred), and Internet Access

Course Outline/Calendar

The date of coverage and order of coverage may be modified based on the faculty member and events beyond the control of faculty members that interfere with class times and teaching.

16-week Calendar	
Week	Chapter/Topic/Lab
1	Chapter 1 QuickBooks Online Navigation and Settings Chapter 2 QBO Chart of Accounts
2	Chapter 3 QBO Transactions & ProAdvisor: Getting Started
3	Chapter 4 Banking & ProAdvisor: Banking (Level 1)
4	Chapter 5 Customers and Sales & ProAdvisor: Sales & Customers (Level 1)
5	Chapter 6 Vendors and Expenses & ProAdvisor: Expenses & Vendors (Level 1)
6	Chapter 7 Inventory & ProAdvisor: Period End (Level 1)
7	Chapter 8 Employees and Payroll & ProAdvisor: Continue your Journey (Level 2)
8	Chapter 9 QBO Adjustments & ProAdvisor: Sales & Customers (Level 2)
9	Chapter 10 QBO Reports & ProAdvisor: Expenses & Vendors (Level 2)
10	QuickBooks Cumulative Excel Project Due & ProAdvisor: Banking (Level 2)
11	SAP Information and ERP Quiz & ProAdvisor: Year End (Level 2)
12	Chapter 11 QBO Comprehensive Case DUE
13	Intro to Data Analytics – Excel
14	Intro to Data Analytics - Tableau
15	Intro to Data Analytics – Tableau Intermediate
16	ProAdvisor: Custom Reporting (Level 2)

8-week Calendar	
Week	Chapter/Topic/Lab
1	Chapter 1 QuickBooks Online Navigation and Settings Chapter 2 QBO Chart of Accounts ProAdvisor: Getting Started
2	Chapter 3 QBO Transactions Chapter 4 Banking ProAdvisor: Banking (Level 1)
3	Chapter 5 Customers and Sales Chapter 6 Vendors and Expenses ProAdvisor: Sales & Customers (Level 1)
4	Chapter 7 Inventory Chapter 8 Employees and Payroll ProAdvisor: Expenses & Vendors (Level 1)
5	Chapter 9 QBO Adjustments Chapter 10 QBO Reports ProAdvisor: Period End (Level 1) ; Continue your Journey (Level 2)
6	QuickBooks Cumulative Excel Project Due SAP Information and ERP Quiz, ProAdvisor: Sales & Customers (Level 2); Expenses & Vendors (Level 2)
7	Chapter 11 QBO Comprehensive Case DUE Intro to Data Analytics – Excel, ProAdvisor: Banking (Level 2); Year End (Level 2)
8	Intro to Data Analytics - Tableau Intro to Data Analytics - Tableau Intermediate ProAdvisor: Custom Reporting (Level 2)