

Academic Year/course: 2021/22

27532 - ICT for Accounting

Syllabus Information

Academic Year: 2021/22

Subject: 27532 - Sistemas informativos contables

Faculty / School: 109 - Facultad de Economía y Empresa

Degree: 449 - Degree in Finance and Accounting

ECTS: 6.0

Year: 4 and 3

Semester: Second semester

Subject Type: Optional

Module:

1. General information

2. Learning goals

3. Assessment (1st and 2nd call)

4. Methodology, learning tasks, syllabus and resources

4.1. Methodological overview

The methodology followed in this course is oriented towards the achievement of the learning objectives. A wide range of teaching and learning tasks are implemented, such as lectures, practice sessions, autonomous work, study, assessment tasks and attendance of company managers.

Students are expected to participate actively in class throughout the semester.

Further information regarding the course will be provided on the first day of class.

4.2. Learning tasks

This is a 6 ECTS course organized as follows:

?**Lectures** (1 ECTS: 10 hours). The teacher presents theoretical contents illustrated with relevant examples.

?**Practice sessions** (1 ECTS: 40 hours). They can include discussion and presentation of case studies, practical work outside the classroom (field work or visits), and seminars.

?**Autonomous work** (1 ECTS: 10 hours). Students do tasks such as study, readings, preparation of practice sessions and seminars, and summative assignments.

?**Tutorials** (0.5 ECTS: 5 hours). Office hours can be used to solved doubts and for follow-up of students? learning progress.

?**Assessment tasks** (0.5 ECTS: 5 hours). A final written examination.

The teaching delivery methodology is planned to pivot around face-to-face classes. However, if necessary for health reasons, face-to-face classes may be taught online.

4.3. Syllabus

The course will address the following topics:

- Topic 1. Professional social media. Accounting and financial approach
- Topic 2. Financial and accounting information. Search systems.

- Topic 3. Financial Statement analysis through Excel
- Topic 4. Financial functions through Excel
- Topic 5. Systems of Integral Management of the Enterprise (ERP).
- Topic 6. Technological tools to the fulfillment of commercial obligations.
- Topic 7. Technological tools to tax obligations.

4.4. Course planning and calendar

Further information concerning the timetable, classroom, office hours, assessment dates and other details regarding this course, will be provided on the first day of class, Moodle platform or please refer to the Faculty of Economics and Business website (<https://econz.unizar.es/>)