

Accountant's Guide to Computers and Information Technology

5th Edition

Table of Contents

Chapter 1 – Accounting Information Systems and Packages	1
Learning Objectives	1
Introduction.....	1
Accounting Information Systems	1
Online Accounting Systems	2
Accounting Software	2
Module Descriptions	3
Market Leaders.....	4
Selecting Accounting Software.....	4
Write-Up Software	5
Compliance Software.....	6
Tax Preparation Software	7
Market Leaders.....	7
Audit Software	7
Auditing Audit Software.....	8
Spreadsheets	8
Selection Considerations	9
Web-Based Accounting Systems	9
Implementing Web-Based Accounting Systems	9
Extensible Business Reporting Language (XBRL).....	11
How Companies Create XBRL Statements	11
Applications of XBRL	11
Review Questions.....	13
Review Answers	14
Chapter 2 – Computer Software in Managerial Accounting	15
Learning Objectives	15
Introduction.....	15
Activity-Based Costing (ABC) Software	15
Cash Flow Forecasting Software.....	15
Forecasting and Statistical Software	16
Templates.....	16
Add-Ins.....	16
Stand-Alone Programs.....	16
Budgeting and Planning Software	16
Project Planning and Management.....	17
Linear Programming	17
A Caveat.....	17
Selecting a Software Package	18
Checklist.....	19
Review Questions.....	21
Review Answers	22
Chapter 3 – Information Security and Data Protection	23
Learning Objectives	23
Introduction.....	23
System Failures.....	24
The Security Administrator.....	24
Establishing a Security Policy	24
Physical Security and Data Security.....	26
Destroying Data	28
Environmental Considerations	28
Maintenance and Preventive Care	28
Water Alert Systems	29

Table of Contents

Static Electricity	29
Humidity Control	29
Fire Protection	29
Hardware Security	32
Software Development Security	33
Password Security	34
Audit Trail	34
Disaster Recovery	35
Contingency Planning	35
Legal Issues	36
Review Questions	38
Review Answers	39
Chapter 4 – The Accountant and the Networked Environment	41
Learning Objectives	41
Introduction	41
Client/Servers	41
Changing Technology	42
Cloud Computing	42
Things to Consider Before Moving to Cloud-Based Services	44
Specific Applications and Examples	44
Open-Source Software	46
Internet of Things	46
The Big Data Opportunity	47
Blockchain Technology	48
Virtual Private Networks (VPNs)	49
Future Trends	49
Network and Internet Security Concerns	49
Network Security	49
Advanced Authentication	52
Internet Security Threats	52
Different Types of Internet Threats	53
Security Challenges	55
Cybersecurity Basics	56
Review Questions	58
Review Answers	59
Chapter 5 – The Accountant and Database Managements Systems	61
Learning Objectives	61
Introduction	61
Database Security	63
Database Types and Terminology	64
Classification	64
Object Databases	64
Distributed Database Management Systems	64
Relational Database	64
Hierarchical Databases	65
Multimedia Databases	65
Multi-Dimensional Databases	65
Data Warehousing	65
Data Marts	66
Data Modeling	67
Link Analysis	67
Knowledge Discovery	67
Market Based Analysis	68
Memory-Based Reasoning	68
Data Mining	68

Table of Contents

Fuzzy Search.....	70
Analytical Processing.....	70
Online Transactions.....	71
Decision Trees.....	71
Personal Information Agents.....	72
Review Questions.....	73
Review Answers.....	74
Chapter 6 – Information Systems and Financial Analysis.....	75
Learning Objectives.....	75
Introduction.....	75
Evaluating Technical Investments.....	75
What are the Types of Investment Projects?.....	75
What are the Features of Investment Projects?.....	75
Understanding the Concept of Time Value of Money.....	75
How Do You Measure Investments in Technology?.....	76
Payback Period.....	76
Net Present Value.....	76
Internal Rate of Return.....	76
How Do Income Taxes Affect Investment Decisions?.....	77
How to Calculate After-Tax Cash Flows.....	77
How Does MACRS Affect Investment Decisions?.....	78
What to Know About the Cost of Capital.....	80
Cost of Debt.....	80
Cost of Common Stock.....	81
Cost of Retained Earnings.....	81
Measuring the Overall Cost of Capital.....	81
Lease-Purchase-Rent Decisions.....	82
Economic Feasibility Study for a New Information System.....	83
Initial Cash Outlay and Operating Costs.....	84
Summary.....	87
Review Questions.....	88
Review Answers.....	89
Glossary.....	91
Index.....	97