

EFFECTIVE: SEPTEMBER 2004 CURRICULUM GUIDELINES

A.	Division:	Instructional	Effective Date:		September, 2004
B.	Department / Program A rea:	Commerce and Business Admin Office Administration	Revision	X	New Course
			If Re	I	1 1

OADM 1238 Accounting Procedures I

M: Course Objectives / Learning Outcom

Assignments	100/	
	10%	
Projects (2)	10%	
Mid-term Exam	35%	
Final Exam	35%	
Employability Skills (criterion based)	<u>10%</u>	
	<u>100%</u>	
Prior Learning Assessment and Recognition: specify whether course is open for PLAR		
Yes		
	Mid-term Exam Final Exam Employability Skills (criterion based)	

Course Designer(s) Neil Gillis/Wayne Ratcliffe

Education Council / Curriculum Committee RepresentativeMC/P & CI DatteETI2:591.02 14.48 ref333.122 Tmr1: