

Computerized Accounting Practice Sets



Sage 50 practice sets

An accounting practice set is a real world simulation of a single month in the accounting cycle of a small business.

Perdisco's computerized practice sets require students to complete the accounting cycle using Sage 50 software.

We publish three accounting practice sets that use Sage 50 software: Electronics Specialist, Electronics Specialist with company file download and Corporate Gift Baskets.

Pedagogical design differences between the titles

The pedagogical approach between the practice sets differs, with each practice set intended for a distinct purpose.

1. Electronics Specialist challenges students with a large project that is designed to be completed as a homework activity over a multi-week period. As the most difficult title, this practice set expects students to submit answers and review their feedback, and then independently identify any individual transactions that may be causing discrepancies. Our multimedia resource, the 'Online Learning Center', provides students with significant support but they are still required to problem-solve on their own and to identify and correct any mistakes they may have made in their Sage 50 files.

2. Electronics Specialist with company file download is similar to the Electronic Specialist title above but provides students with the Sage 50 data files, suppliers, inventory, customers, employees and opening balances already pre-filled.

Other than during the company set-up phase, this practice set is as challenging as the standard Electronics Specialist title but takes less time to complete because students are not required to set up their own company file.

3. Corporate Gifts Baskets is significantly easier. It provides more guidance to students to assist them in reaching the correct answers and is explicitly written to be relatively more of a 'learning' task. To build confidence and assist students to check their understanding, additional feedback is provided early in the practice set on key purchase and sale transactions to help students ensure they are making the major entries correctly before working through the detail of their transaction list. Detailed feedback includes a line-by-line break down of each transaction that is recorded in each general ledger account to assist students to quickly and easily identify any mistakes they may have made in their Sage 50 files.

"I liked that fact that it showed you step-by-step how to do some of different tasks in [the software]. It was almost like you had the teacher with you the entire time." (Student, University of South Carolina)

"I liked the story; it was a nice touch to the learning experience. I like how you organized the feedback, it was very organized, and I like the challenge – it was a little more challenging than I expected." (Student, California State University)

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Unique VirtualTutor practice set approach

The practice sets are automatically graded and designed to be a similar experience to the familiar paper-based practice set books that many accounting instructors frequently use. The key difference is that they are delivered online using a web browser.

Delivering the computerized practice sets online allows:

- our **AutoGrade** functionality to score student attempts automatically using hundreds of points (this gives each completed practice set a very detailed grade that is free from bias).
- our **VirtualTutor** functionality to provide real-time feedback, providing students with an effective learning experience.
- our **Back-On-Track** functionality to prevent students from carrying forward mistakes.
- our **AntiCheat** functionality to deliver a different version to every student to eliminate cheating.

Administrative features

Student and Instructor Companions: Each practice set title has separate companions for students and instructors that explain the concepts covered in the practice set, the pedagogical design and how the grading works.

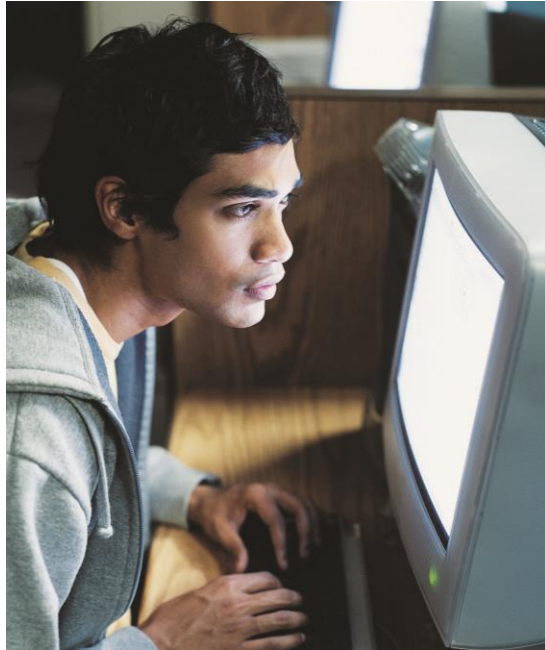
Set up and information for students: when you adopt, our customer support team will contact you to check the details of your course and will provide documents that you can use to provide guidance to your students on how to access and use their practice set.

Regular reporting: we automatically provide you with regular reports on your students' performance throughout the practice set period. These reports can be customized for specific requirements that you may have.

*"The Learning Guide was very helpful because it basically outlined the actual transactions I had to do for that practice set."
(Student, University of Wisconsin)*

*"I liked the real life experience of using well-known industry software"
(Student, University of Houston)*

*"The feedback and the Learning Center were very helpful."
(Student, Florida International University)*



Online Learning Center

The Learning Center is an online resource that is linked to each of our computerized accounting practice sets.

Designed as a virtual textbook, the Learning Center gives students very detailed assistance in using Sage 50.

The extensive learning resources include video tutorials, screen illustrations and detailed step-by-step instructions.

For added convenience to students, Quick Reference and Troubleshooting guides are included to provide easy-to-find answers.

Access to the Learning Center is automatically included with the practice sets.

All students, and particularly those who have not used the software before, will find this to be an indispensable resource.

Computerized Accounting Practice Sets



Practice set title comparison

	Electronics Specialist	Electronics Specialist, company file supplied	Corporate Gift Baskets
Overview			
Time required to complete the practice set	Up to 15 hours	Up to 12 hours	Up to 7.5 hours
Total points available	419 points	331 points	136 points
Instructor and Student companions	Included	Included	Included
Free access to Online Learning Center	Included	Included	Included
Software	Sage 50 2015	Sage 50 2015	Sage 50 2015
Coverage of accounting processes and concepts			
Company file set up in Sage 50	Set up independently by student	Downloadable company file, no set up required	Downloadable company file, no set up required
Volume of transactions in Sage 50	Substantial number required	Substantial number required	75% less than in 'Electronics Specialist'
Business structure	Private non-listed corporation	Private non-listed corporation	Sole proprietorship
Inventory system	Perpetual inventory system and weighted average method	Perpetual inventory system and weighted average method	Perpetual inventory system and weighted average method
Sales tax	Included when recording sales transactions	Included when recording sales transactions	Included when recording sales transactions
Purchase orders and sales orders	Included	Included	Not included
Purchase returns and sales returns	Included	Included	Not included
Payroll transactions	Included	Included	Not included
Bank deposit tickets	Included	Included	Not included
Adjusting entries	Included	Included	Not included
Bank reconciliation	Included	Included	Not included
Unpresented checks or deposits in transit	Included	Included	Not included
Bank service charges, interest received	Included	Included	Not included
Financial reporting	Included	Included	Simplified
Aged receivables and aged payables reports	Included	Included	Not included

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Software functionality covered

The Sage accounting software offers different navigation paths to reach its functions.

Our practice sets focus on the icon-based Navigation Centers of Sage 50 Complete Accounting.

The below table illustrates the concept along with the icons and tasks being tested, where:

- = Students use and are tested on the functionality of this icon
- ◉ = Students navigate via an alternate pathway for the same functionality
- = Not included in this version of the practice set


Selecting which practice set to use

The Corporate Gift Baskets practice set is designed to assist introductory accounting students gain familiarity with the software and it is likely that the grade distribution for this title will be skewed towards high outcomes. Grades of 100% are not uncommon.

Both Electronics Specialist practice sets are longer and more demanding, resulting in a lower average score and a more normal distribution of grades for most typical accounting courses.

If assessing your students' deeper knowledge of both the software and the computerized accounting cycle is your primary goal, you may find that the Electronics Specialist titles are more appropriate.

Some courses use the Electronics Specialist and Corporate Gift Baskets practice sets together: one as an introduction and the second to test learning.

CORPORATE GIFT BASKETS				
ELECTRONICS SPECIALIST WITH COMPANY FILE DOWNLOAD				
ELECTRONICS SPECIALIST				
Navigation Center	Icon/Task	●	◉	○
	Customers	●	○	○
	Jobs	○	○	○
	Sales Taxes	●	●	○
	Time and Expense Tickets	○	○	○
	Quotes and Proposals	○	○	○
	Sales Orders	●	●	○
	Sales Invoices	●	●	●
	Finance Charges	○	○	○
	Receive Money	●	●	●
	Bank Deposits	◉	◉	○
	Customer Statements	○	○	○
	Credits and Returns	●	●	○
	Reports	◉	◉	◉

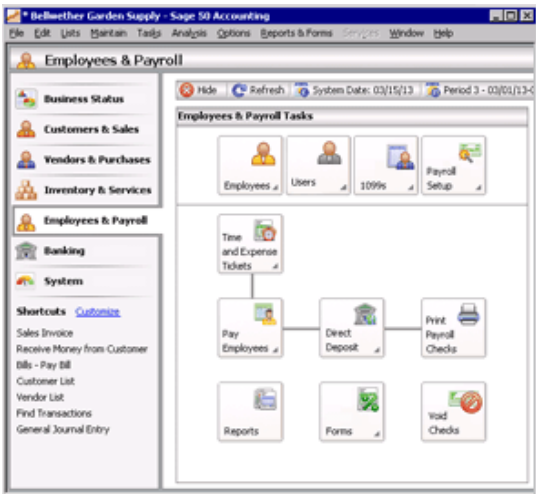
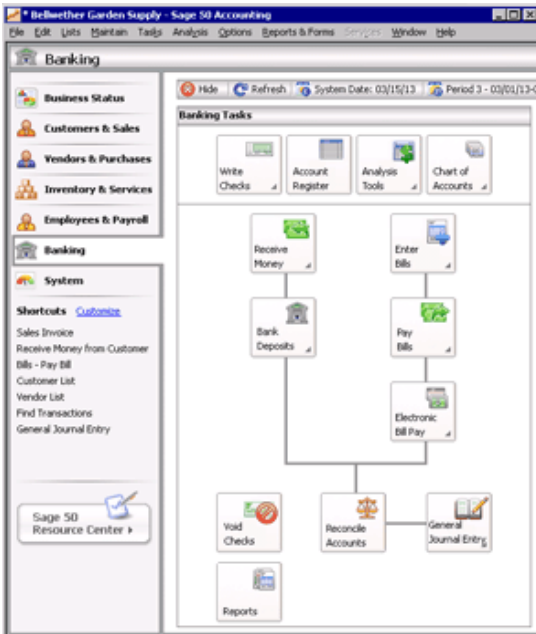
Computerized Accounting Practice Sets



CORPORATE GIFT BASKETS					
ELECTRONICS SPECIALIST WITH COMPANY FILE DOWNLOAD					
ELECTRONICS SPECIALIST					
Navigation Center	Icon/Task				
	Vendors	●	○	○	
	Write Checks	○	○	○	
	1099s	○	○	○	
	Time and Expense Tickets	○	○	○	
	Purchase Orders	●	●	○	
	Enter Bills	●	●	●	
	Pay Bills	●	●	●	
	Electronic Bill Pay	○	○	○	
	Void Checks	○	○	○	
	Credit and Returns	●	●	○	
	Reports	○	○	○	
		Inventory Items	●	○	○
		Company Services	○	○	○
		Assemblies	○	○	○
Prices		○	○	○	
Purchase Orders		○	○	○	
Receive Inventory		○	○	○	
Ship Packages		○	○	○	
Track Packages		○	○	○	
Inventory Count		○	○	○	
Inventory Adjustments		○	○	○	
Reports		○	○	○	

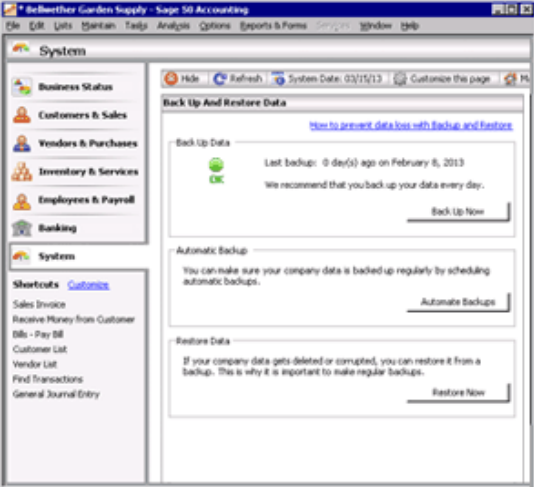
Computerized Accounting Practice Sets



CORPORATE GIFT BASKETS				
ELECTRONICS SPECIALIST WITH COMPANY FILE DOWNLOAD				
ELECTRONICS SPECIALIST				
Navigation Center	Icon/Task			
Employees & Payroll 	Employees	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Users	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	1099s	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Payroll Setup	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Time and Expense Tickets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Pay Employees	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
	Direct Deposit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Print Payroll Checks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Reports	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
	Forms	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Void Checks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Banking 	Write Checks	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Account Register		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Analysis Tools		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Chart of Accounts		<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Receive Money		<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Bank Deposits		<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Enter Bills		<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Pay Bills		<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
Electronic Bill Pay		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Void Checks		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reconcile Accounts		<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
General Journal Entry		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Reports	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	

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CORPORATE GIFT BASKETS				
ELECTRONICS SPECIALIST WITH COMPANY FILE DOWNLOAD				
ELECTRONICS SPECIALIST				
Navigation Center	Icon/Task			
Systems Navigation Center and other functions 	Backup Data	●	●	●
	Automatic Backup	○	○	○
	Restore Data	●	●	●
	Customer List	●	●	●
	Vendor List	●	●	●
	Find Transactions	●	●	●
	General Journal Entry	○	○	○
	Chart of Accounts	○	○	○
	Analysis Tools	○	○	○
	Check for Sage 50 Updates	○	○	○
	Year End Wizard	○	○	○

Reviewer access

We provide free review copies of our content to instructors. Contact us to let us know which titles you would like to see.

How to adopt

If you would like to adopt any of our content, please contact us. Our adoption pack includes information that you can provide to your students (including a PowerPoint presentation and PDF you can put on your course website).

Cost

\$35.95, including software and access to the Sage 50 Learning Center.

Manual practice sets

We also have a catalog of manual accounting practice sets. Please visit our website or contact us for more information.

Who uses our computerized practice sets?

Aims Community College, Arkansas State University, California State University, Campbell University, Case Western Reserve University, DeVry University, Dominican University, Florida Atlantic University, Florida International University, Harrisburg Area Community College, Jackson State University, John Carroll University, Kingsborough Community College, Louisiana Tech University, Michigan Technological University, North Carolina State University, North Central Technical College, Pima Community College, South Carolina State University, Southern University Baton Rouge, Texas State University, University of Central Arkansas, University of Dayton, University of Houston, University of Louisville, University of Minnesota, University of Nevada, University of Wisconsin, Wilkes University, York College and more.

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