



Universitas Negeri Surabaya
Faculty of Economics and Business
Bachelor of Accounting Education Study Program

Document Code

SEMESTER LEARNING PLAN

Courses	CODE	Course Family	Credit Weight			SEMESTER	Compilation Date																																										
Computer Accounting 2	8720902032		T=2	P=0	ECTS=3.18	6	July 18, 2024																																										
AUTHORIZATION	SP Developer		Course Cluster Coordinator			Study Program Coordinator																																											
			Rochmawati, S.Pd., M.Ak.																																											
Learning model	Case Studies																																																
Program Learning Outcomes (PLO)	PLO study program which is charged to the course																																																
	Program Objectives (PO)																																																
	PLO-PO Matrix																																																
		<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="width: 10%;">P.O</td> <td colspan="16"></td> </tr> </table>						P.O																																									
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	PO Matrix at the end of each learning stage (Sub-PO)																																																
	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td rowspan="2" style="width: 5%;">P.O</td> <td colspan="16" style="text-align: center;">Week</td> </tr> <tr> <td style="width: 5%;">1</td> <td style="width: 5%;">2</td> <td style="width: 5%;">3</td> <td style="width: 5%;">4</td> <td style="width: 5%;">5</td> <td style="width: 5%;">6</td> <td style="width: 5%;">7</td> <td style="width: 5%;">8</td> <td style="width: 5%;">9</td> <td style="width: 5%;">10</td> <td style="width: 5%;">11</td> <td style="width: 5%;">12</td> <td style="width: 5%;">13</td> <td style="width: 5%;">14</td> <td style="width: 5%;">15</td> <td style="width: 5%;">16</td> </tr> </table>																P.O	Week																1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
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Short Course Description	The computer accounting II course begins with an introduction to the MYOB accounting program application for manufacturing companies using the order and process method, preparing initial data for manufacturing companies, creating manufacturing company receivable cards through sales setup, creating manufacturing company debt cards through purchase setup, filling in initial inventory balances, recording manufacturing company transactions, and create financial reports for manufacturing companies using order methods and process methods. Learning is carried out by applying lecture methods, practice and laboratory assignments. The learning model in lectures is a problem-based learning model																																																
References	Main :																																																
	1. Mansoer, Nizam. 2012. Akuntansi denganMYOB. Mizan 2. Mahmudi, Abu Lutfi. 2012. Kompetensi Praktik dengan MYOB 183. Atmoko, Hari Eko. 2015. MYOB Accounting. Andi Publisher 3. Modul MYOB Accountinguntuk Perusahaan Manufaktur 4. www. Software myob accounting																																																
	Supporters:																																																
Supporting lecturer	Rochmawati, S.Pd., M.Ak. Irin Widayati, S.Pd., M.Pd.																																																
Week-	Final abilities of each learning stage (Sub-PO)	Evaluation		Help Learning, Learning methods, Student Assignments, [Estimated time]		Learning materials [References]	Assessment Weight (%)																																										
		Indicator	Criteria & Form	Offline (offline)	Online (online)																																												
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)																																										

1	Get to know Myob Accounting for manufacturing companies	<ol style="list-style-type: none"> 1.Explain the characteristics of the MYOB program in automating transaction recording in manufacturing companies 2.Explain the application of MYOB in the accounting process of manufacturing companies 	Criteria: maximum value 100	Reading assignments and lectures 2 X 50			0%
2	Prepare initial data and chart of accounts for an order method manufacturing company	<ol style="list-style-type: none"> 1.Practicing procedures for preparing initial company data 2.Process data storage 3.Carry out the process of opening data 4.Process data duplication/back up 5.Setting up company customization manufacturing order methods 6.Identify the types of accounts for order method manufacturing companies 7.Grouping company accounts manufacturing order method 8.Determines the account level in Myob 9.Editing, adding new accounts, and deleting order method manufacturing company accounts 10.Fill in the initial balance for the order method manufacturing company via the opening balance in the setup assistant window 	Criteria: <ol style="list-style-type: none"> 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less 	Lectures, practices, assignments 2 X 50			0%

3	Create a receivables subsidiary book for order method manufacturing company accounting	<ol style="list-style-type: none"> 1.Explains sales setup, company layout and company account links manufacturing order methods 2.Determining Linked Accounts for Sales for manufacturing company order methods 3.Filling in customer data for manufacturing companies using order methods 4.Fill in the initial balance of receivables for manufacturing companies using the order method 	Criteria: <ol style="list-style-type: none"> 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less 	Lectures, practices, assignments 2 X 50			0%
4	Create a debt subsidiary book for order method manufacturing company accounting	<ol style="list-style-type: none"> 1.Perform purchase setup 2.Create supplier data 3.Create tax setup and fill in account links 4.Fill in the initial debt balance 	Criteria: <ol style="list-style-type: none"> 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less 	Lectures, practices, assignments 2 X 50			0%
5	Recording the opening balance of inventory for manufacturing company accounting using the order method	<ol style="list-style-type: none"> 1.Fill in data on goods or equipment 2.Fill in the initial inventory balance through inventory adjustments 	Criteria: <ol style="list-style-type: none"> 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less 	Lectures, practices, assignments 2 X 50			0%
6	Recording transactions for order method manufacturing company accounting	Record transactions into the account, banking, purchase and sales modules	Criteria: <ol style="list-style-type: none"> 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less 	Lectures, practices, assignments 2 X 50			0%
7	Create financial reports for order method manufacturing company accounting	<ol style="list-style-type: none"> 1.Make adjusting journals 2.Create and print profit and loss reports, balance sheets, cash flow, trial balances 3.create and print inventory list reports, ledgers, and transaction documents 	Criteria: <ol style="list-style-type: none"> 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less 	Lectures, practices, assignments 2 X 50			0%

8	Midterm exam	carrying out the accounting cycle of a computerized order method manufacturing company using the MYOB program	Criteria: maximum value 100	pracitcum 2 X 50			0%
9	Prepare initial data for process method manufacturing companies	<ol style="list-style-type: none"> 1.Practicing procedures for preparing initial company data 2.Process data storage 3.Carry out the process of opening data 4.Process data duplication/back up 	Criteria: <ol style="list-style-type: none"> 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less 	Lectures, practices, assignments 2 X 50			0%
10	Create a chart of accounts for process method manufacturing company accounting	<ol style="list-style-type: none"> 1.Setting up company customization manufacturing order methods 2.Identify the types of accounts for order method manufacturing companies 3.Grouping company accounts manufacturing order method 4.Determines the account level in Myob 5.Editing, adding new accounts, and deleting order method manufacturing company accounts 6.Fill in the initial balance for the order method manufacturing company via the opening balance in the setup assistant window 	Criteria: <ol style="list-style-type: none"> 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less 	Lectures, practices, assignments 2 X 50			0%
11	Create a receivables subsidiary book for process method manufacturing company accounting	<ol style="list-style-type: none"> 1.process Explains sales setup, company layout and company account link manufacturing methods 2.process Determining Linked Accounts for Sales manufacturing company methods 3.Filling in customer data for manufacturing company process methods 4.process of filling in the initial balance of the manufacturing company's accounts receivable method 	Criteria: <ol style="list-style-type: none"> 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less 	Lectures, practices, assignments 2 X 50			0%

12	Create a debt subsidiary book for process method manufacturing company accounting	1.Perform purchase setup 2.Create supplier data 3.Create tax setup and fill in account links 4.Fill in the initial debt balance	Criteria: 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less	Lectures, practices, assignments 2 X 50			0%
13	Recording the opening balance of inventory for process method manufacturing company accounting	1.Fill in data on goods or equipment 2.Fill in the initial inventory balance through inventory adjustments	Criteria: 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less	Lectures, practices, assignments 2 X 50			0%
14	Recording transactions for accounting process method manufacturing companies	Record transactions into the account, banking, purchase and sales modules	Criteria: 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less	Lectures, practices, assignments 2 X 50			0%
15	Create financial reports for accounting process method manufacturing companies	1.Make adjusting journals 2.Create and print profit and loss reports, balance sheets, cash flow, trial balances 3.create and print inventory list reports, ledgers, and transaction documents	Criteria: 1.Writing test: 2.Maximum score 100 3.Performance assessment: 4.Score 4 if very good 5.Score 3 if good 6.Score 2 if sufficient 7.Score 1 if less	Lectures, practices, assignments 2 X 50			0%
16	Final exams			2 X 50			0%

Evaluation Percentage Recap: Case Study

No	Evaluation	Percentage
		0%

Notes

- Learning Outcomes of Study Program Graduates (PLO - Study Program)** are the abilities possessed by each Study Program graduate which are the internalization of attitudes, mastery of knowledge and skills according to the level of their study program obtained through the learning process.
- The PLO imposed on courses** are several learning outcomes of study program graduates (CPL-Study Program) which are used for the formation/development of a course consisting of aspects of attitude, general skills, special skills and knowledge.
- Program Objectives (PO)** are abilities that are specifically described from the PLO assigned to a course, and are specific to the study material or learning materials for that course.
- Subject Sub-PO (Sub-PO)** is a capability that is specifically described from the PO that can be measured or observed and is the final ability that is planned at each learning stage, and is specific to the learning material of the course.
- Indicators for assessing** ability in the process and student learning outcomes are specific and measurable statements that identify the ability or performance of student learning outcomes accompanied by evidence.
- Assessment Criteria** are benchmarks used as a measure or measure of learning achievement in assessments based on predetermined indicators. Assessment criteria are guidelines for assessors so that assessments are consistent and unbiased. Criteria can be quantitative or qualitative.
- Forms of assessment:** test and non-test.

8. **Forms of learning:** Lecture, Response, Tutorial, Seminar or equivalent, Practicum, Studio Practice, Workshop Practice, Field Practice, Research, Community Service and/or other equivalent forms of learning.
9. **Learning Methods:** Small Group Discussion, Role-Play & Simulation, Discovery Learning, Self-Directed Learning, Cooperative Learning, Collaborative Learning, Contextual Learning, Project Based Learning, and other equivalent methods.
10. **Learning materials** are details or descriptions of study materials which can be presented in the form of several main points and sub-topics.
11. **The assessment weight** is the percentage of assessment of each sub-PO achievement whose size is proportional to the level of difficulty of achieving that sub-PO, and the total is 100%.
12. TM=Face to face, PT=Structured assignments, BM=Independent study.