

# ACCOUNTING AND MANAGEMENT TECHNOLOGY

410.B0



**3 YEARS**

[www.dawsoncollege.qc.ca/accounting-and-management-technology](http://www.dawsoncollege.qc.ca/accounting-and-management-technology)

**If you would like to:**

- ☐ **Work with numbers**
- ☐ **Solve problems**
- ☐ **Help make strategic business recommendations**
- ☐ **Work individually and collaborate with others**

**Then the Accounting and Management Technology Program could be for you.**

**“The knowledge and skills I acquired at Dawson will help me succeed in an accounting and finance-related career in any environment.”**

— Ning J.

Every organization and company needs the skills you will learn in the Accounting and Management Technology Program. At Dawson, you will enjoy classes taught by teachers with industry experience, and a community feeling fostered by shared classes and a designated computer lab. In your last semester, you will put all your learning together in a six-week internship experience, which you can do locally or possibly in France. This program also offers a work-study option.

**What will you learn?**

- To perform accounting and financial analysis tasks and apply various business methods in public, private and non-profit organizations
- To process and analyze financial and managerial accounting information
- To conduct financial analysis of transactions and finance-related activities
- To contribute to management decision-making
- To manage inventory and the acquisition of goods and services
- To use and adapt management methods and tools

### Where will this program lead you?

A DEC in Accounting and Management Technology prepares graduates to work in jobs related to accounting, finance and management. Some graduates decide to pursue university studies in these fields.

Graduates who pursue higher learning at Concordia University's John Molson School of Business can enjoy advanced standing credits where up to five courses may be exempted.

### What do you need to apply?

- A Diploma of Secondary Studies (DES) or academic background judged equivalent to the DES
- Secondary IV Mathematics: Technical and Scientific or Science Option 564-426 or 565-426 or Secondary V Mathematics: Cultural, Social and Technical Option 563-504

### What else should you know?

- The Accounting and Management Technology and Marketing and Management Technology (410-D0) Programs offer the same courses in the first year. If they wish, it may be possible for students to apply to transfer to the other program in the second year and still be on track to graduate in three years.
- In the last semester, there is a six-week internship of on-the-job learning. This internship can be done locally or possibly in France.
- Classrooms are equipped with computers and software for courses
- The Business Administration Students' Association (BASA) student resource room is equipped with computers and a printer in a conference room setting
- A closely-knit department provides strong support for our students

### Application Deadline

March 1

## LIST OF SPECIFIC COURSES

All students must also take **General Education** courses such as **English, French, Humanities and Physical Education**, in addition to complementary courses.

### YEAR 1

Term 1
<ul style="list-style-type: none"><li>■ Business Communication Fundamentals</li><li>■ Business Fundamentals</li><li>■ Career Planning</li><li>■ Business Software Applications</li></ul>
Term 2
<ul style="list-style-type: none"><li>■ Global Business</li><li>■ Marketing Fundamentals</li><li>■ Business Law</li><li>■ Financial Accounting 1</li></ul>

### YEAR 2

Term 3
<ul style="list-style-type: none"><li>■ Business Analytics</li><li>■ Human Resources Management</li><li>■ Web Design</li><li>■ Financial Accounting 2</li><li>■ Basics of Macroeconomics</li></ul>
Term 4
<ul style="list-style-type: none"><li>■ E-Commerce</li><li>■ Advanced Business Computing</li><li>■ Inventory &amp; Operations Management</li><li>■ Financial Accounting 3</li><li>■ Corporate Finance</li></ul>

### YEAR 3

Term 5
<ul style="list-style-type: none"><li>■ Taxation</li><li>■ Entrepreneurship and Small Business Management</li><li>■ Management &amp; Cost Accounting</li><li>■ Payroll &amp; Computerized Accounting</li><li>■ Comprehensive Business Analysis</li></ul>
Term 6
<ul style="list-style-type: none"><li>■ Negotiation Strategies</li><li>■ Advanced Computerized Accounting</li><li>■ Management</li><li>■ Financial Planning &amp; Investments</li><li>■ Computerized Projects</li><li>■ Accounting Internship</li></ul>