

Chapter 9 Outline

Accounts Receivable Module
 Customer Master File
 Management Reports
Accounts Payable Module
 Vendor Master File
 Invoice Register File
 Check Register File
Payroll Module
 Employee Master File
 Payroll Register File
 Other Functions
Inventory Module
 Inventory Status
 Inventory Valuation
 Special Food and Beverage Concerns
Purchasing Module
 Purchase Order File
 E-Procurement
 Purchasing Reports
Financial Reporting Module
 Chart of Accounts
 Trial Balance File
 Financial Statements
 Ratio Analysis
 Enterprise Reporting
Labor Scheduling Applications

Competencies

1. Identify features and functions of an accounts receivable module for an automated accounting system and explain how managers use accounts receivable reports generated by the accounting system. (pp. 207–210)
2. Identify features and functions of an accounts payable module for an automated accounting system and explain how managers use accounts payable reports generated by the accounting system. (pp. 210–214)
3. Identify characteristics of hospitality operations that affect the design of a back office payroll module for an automated accounting system. (pp. 214–217)
4. Identify characteristics of hospitality operations that affect the design of inventory and purchasing modules for an automated accounting system. (pp. 217–227)
5. Identify features and functions of a financial reporting module for an automated accounting system. (pp. 227–233)
6. Identify features and functions of labor scheduling software applications. (pp. 233–237)