

Accounting Information Systems
Flowchart Problem
30 points

Due Date

Beginning of class on **Thursday, February 4.**

Narrative

A customer sends a customer order document to a company. A clerk in the sales department enters the data from the customer order document into the computer system using a keyboard. After keying in the data, the customer order document is filed in the sales department by customer number. A computer program processes the entered data by checking the customer's credit by referencing the customer file (on disk) and by checking inventory availability by referencing the inventory file (on disk). This process also produces a transaction file (online storage). The transaction file is then processed by a computer program that records the transaction data to a sales order file (on disk) and produces three paper copies of a sales order. Copy 1 is sent to the warehouse; copy 2 is sent to the shipping department; copy 3 is sent to the billing department.

After the goods are shipped to the customer, the shipping department sends the billing department a copy of the packing slip document. A clerk in the billing department manually compares the sales order document received from the sales department and the packing slip document received from the shipping department to determine if items and quantities ordered and shipped match. The clerk then enters the sales order number into the computer system using a keyboard. After keying in the sales order number, the sales order document and packing slip document are filed in the billing department by customer number. A computer program processes the transaction by retrieving data from the sales order file (on disk) and by updating the accounts receivable file and inventory file (both on disk). This program also produces a paper invoice, which is mailed to the customer.

Required

Prepare a flowchart of the system described above using Visio. You must draw the flowchart on one page, and it must be easy to read. Areas of responsibility should include only the sales department and the billing department. Treat the customer, warehouse, and shipping department as external parties. Do *not* chart any exception routines such as insufficient customer credit, unavailable inventory, or sales orders and packing slips that do not match.

Tip

Some students find it helpful to sketch a rough draft of the flowchart on paper before creating the flowchart in Visio.