



المركز العالمي للتدريب والتطوير
International Centre For Training & Development



ADVANCED AUDITING For In-charge Auditors



INTERNATIONAL ACCREDITATION ORGANIZATION



UNIVERSITY OF ROCKHAMPTON
MAKING THE DIFFERENCE



Course Introduction:

In this seminar learn all of the elements involved in traditional and operational auditing from the unique perspective of the in-charge position. Review such concepts as audit program flexibility, risk assessment, priority setting during fieldwork, and effective oral and written communications of audit findings.

Course Objectives:

In this session you will learn all of the elements involved in traditional and operational auditing from the unique perspective of the in-charge position. With your peers, you will review such concepts as audit program flexibility, risk assessment, priority setting during fieldwork, and effective oral and written communications of audit findings. This course covers preliminary fieldwork, audit program development, COSO, self-assessment, and improving the control environment.

Who Should Attend?

Financial, operational, IS and External auditors with two or more years of audit experiences; quality assurance personnel; data security specialists.

Course Outline:

WHAT YOU WILL LEARN

Managing Fieldwork

- How to plan a productive audit
- Ten key issues in fieldwork management
- Reviewing audit workpapers
- Evaluating auditors
- Maximizing your role as interface between the auditee, audit management, and the audit staff

Audit Concepts: The In-Charge Perspective

- Differences in planning for operational, financial, and compliance audits
- Auditing complex systems of internal controls
- Selling control findings

The Changing Control Environment

- COSO components and categories
- Impact on the in-charge
- workable approach

- The role of control self-assessment

Marketing and Selling the Audit Function 100+Tips

Risk Assessment Strategies

- Detailed review of five risk methods for developing audit programs
- Pivotal role in modern auditing
- Components of successful risk models
- Using risk assessment in building the annual audit plan

Preliminary Fieldwork, Planning, and Audit Program Development

- How to make the program provide added value
- Implementing go-no-go strategy
- Building an audit program when there are no previous programs
- Developing a flexible audit program
- Effective uses of the audit program as a management tool
- Critical role of analytical planning
- 25 preliminary business issues to address in program development

Fundamentals of Project Management

- a project defined
- issues that make project management relevant to internal audit
- why project management is critical to auditors
- elements of project management technology
- components of the project plan
- scheduling and controlling the work: checklists
- project scheduling methodologies
- bar charting and network diagrams

Audit Project Management Concerns

- project approaches to audit teams
- key factors to successful audit/project management
- the audit/project planning process
- using project management to effectively plan audits
- time estimate difficulties
- common workflow planning problems
- resource management
- strategies for improving time management

Fraud Awareness

- anticipating audits with a high potential for fraud occurrences
- indication of fraud
- action steps for preventing fraud

Dealing with Clients and Co-Workers

- client communication
- co-workers: getting through bad days in the office

Effective Communications

- getting reports out faster
- selling audit findings at the closing conference
- managing meetings
- current report-writing strategies

Case Studies

Course Certificate:

International Center for Training & Development (ICTD) will award an internationally recognized certificate(s) for each delegate on completion of training.

Course Methodology:

A variety of methodologies will be used during the course that includes:

- (30%) Based on Case Studies
- (30%) Techniques
- (30%) Role Play
- (10%) Concepts
- Pre-test and Post-test
- Variety of Learning Methods
- Lectures
- Case Studies and Self Questionnaires
- Group Work
- Discussion
- Presentation

Course Fees:

To be advised as per the course location. This rate includes participant's manual, and-Outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Course Timings:

Daily Course Timings:

08:00 - 08:20	Morning Coffee / Tea
08:20 - 10:00	First Session
10:00 - 10:20	Coffee / Tea / Snacks
10:20 - 12:20	Second Session
12:20 - 13:30	Lunch Break & Prayer Break
13:30 - 15:00	Last Session

