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|  FLORIDA ATLANTIC UNIVERSITY | NEW COURSE PROPOSAL Graduate Programs | | UGPC Approval _____ UFS Approval _____ SCNS Submittal _____ Confirmed _____ Banner Posted _____ Catalog _____ | |
| | Department School of Accounting College College of Business <i>(To obtain a course number, contact erudolph@fau.edu)</i> | | | |
| Prefix ACG Number 6678 | <i>(L = Lab Course; C = Combined Lecture/Lab; add if appropriate)</i> Lab Code | Type of Course Lecture | Course Title Internal Auditing Cases and Projects | |
| Credits <i>(Review Provost Memorandum)</i> 3 | Grading <i>(Select One Option)</i> Regular <input checked="" type="radio"/> Sat/UnSat <input type="radio"/> | Course Description <i>(Syllabus must be attached; see Guidelines)</i> A cases-and-projects approach that covers internal audit from a broad perspective that includes information technology, business processes, and accounting systems; the design of business processes and the implementation of key control concepts and uses a case study approach that addresses tactical, strategic, systems, and operational areas | | |
| Effective Date <i>(TERM & YEAR)</i> Spring 2020 | Prerequisites Prerequisites: Accounting 6675, Internal Auditing Theory and Practice | | Corequisites | Registration Controls <i>(Major, College, Level)</i> Master of Accounting |
| <i>Prerequisites, Corequisites and Registration Controls are enforced for all sections of course</i> | | | | |
| Minimum qualifications needed to teach course: Member of the FAU graduate faculty and has a terminal degree in the subject area (or a closely related field.) | | List textbook information in syllabus or here | | |
| Faculty Contact/Email/Phone Dr. George Young / GYoung@fau.edu / 297-3636 | | List/Attach comments from departments affected by new course | | |

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| Approved by Department Chair <u><i>[Signature]</i></u> College Curriculum Chair <u><i>Anita Pennathur</i></u> College Dean <u><i>[Signature]</i></u> UGPC Chair <u><i>[Signature]</i></u> UGC Chair <u><i>[Signature]</i></u> Graduate College Dean <u><i>[Signature]</i></u> UFS President _____ Provost _____ | Date 10/01/19 10/22/19 10.26.19 11/6/19 11/6/19 11-13-19 _____ _____ |
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Email this form and syllabus to UGPC@fau.edu one week before the UGPC meeting.

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FLORIDA ATLANTIC UNIVERSITY



ACG 6678 – Section XXX
CRN XXXX
Internal Auditing Cases and Projects
Fall 20XX
Class Location: TBA
Class Meeting Time(s): TBA

Professor Information

TBD

Office Hours

TBA

Required Text and Materials

Internal Auditing: Assurance & Advisory Services, Fourth Edition: Urton L. Anderson, Michael J. Head, Sridhar Ramamoorti, Cris Riddle, Mark Salamasick, and Paul J. Sobel
ISBN-13: 978-0-89413-987-1

It is assumed that students have used the required text, or a similar text, in ACG 6675. Throughout this course students are encouraged to refer to the text as a reference guide to previously learned material. The current course will focus on applying previously-learned concepts to a group project and cases from the text and other sources. The text is authoritative and officially endorsed by The Institute of Internal Auditors. No lectures will be given on the text.

Supplemental Case Materials

LSU Case Series funded by the Institute of Internal Auditors and the Internal Auditing Academic Advancement Fund, Inc.

- Academic University Case
- Palm Trees Resort Case
- Red Taxi Company Case
- Tyronco Foundation Case

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Teammate Internal Audit Management Software

Some case assignments will involve using Teammate Software. The software will be provided to students through a virtual laboratory.

Student Membership in IIA International: Required and available for \$50. See www.theiia.org for more information on membership benefits. This will give you membership to the IIA for one year with subscription to the magazine and access to restricted areas of the website. You should also join the student IIA chapter which is \$15 per semester and to be eligible to interview for internships, full time positions, resume book, company visits, free attendance at Chapter meetings, ISACA meetings and much more. For those also interested in IT Audit it is recommended that you join the Information Systems Audit and Control Association (ISACA) with information available at www.isaca.org.

Strongly Recommended Course Materials

CIA Model Exam Questions from the IIA International: Cost is \$25 for IIA members; this is another reason to join IIA International.

Course Description

A cases-and-projects approach that covers internal audit from a broad perspective that includes information technology, business processes, and accounting systems; the design of business processes and the implementation of key control concepts and uses a case study approach that addresses tactical, strategic, systems, and operational areas.

This course is designed to prepare students for the responsibilities and challenges faced as an internal auditor in charge. The course uses a cases-and-projects approach to cover internal audit from a broad perspective that includes information technology, business processes, and accounting systems.

Course Prerequisites and Credit Hours

Prerequisites: ACG 3141 or ACG 6137 and ACG 4651 or ACG 6635, and ACG 6675 or equivalent
Credit Hours: 3

Class Time Commitments

According to Florida Administrative Code, Rule 6A-10.033, students must spend a minimum 2,250 minutes of in-class time during a 3-credit course. Additionally, students enrolled in a 3-credit course are expected to spend a minimum of 4,500 minutes of out-of-class-time specifically working on course-related activities (i.e., reading assigned pieces, completing homework, preparing for exams and other assessments, reviewing class notes, etc.) and fulfilling any other class activities or duties as required. The course schedule for this course reflects this expectation of students.

Supplemental Course Description

This course requires a significant degree of participation from all students on cases and projects throughout the course.

Course Learning Objectives

1. Gain experience in researching technical and professional standards of internal auditing and applying those standards to developing and maintaining an internal audit function.
2. Gain experience in applying the current regulatory environment to the internal audit and the potential impact of changes to that environment.
3. Learning to apply best practices and industry standards associated with internal control frameworks, governance, risk assessment, and internal audit.
4. Improve professional communications skills, written and verbal, through discussions with internal audit practitioners as well as reviewing case studies and previous writing samples.
5. Be able to work with internal audit groups in a team setting.
6. Know how to network with internal auditors.
7. Be able to apply fieldwork to a final audit report preparation and presentation.

Course Resources

Required textbook and the Institute of Internal Auditors website www.theiia.org and <https://www.knowledgeleader.com/> . We will also use ACL-Galvanize (<https://www.wegalvanize.com/>) and Teammate (<http://www.teammatesolutions.com>) software.

Grading Scale

Course grades are assigned according to the schedule below.

| Course Grade | % Total | Minimum Points Required |
|---------------------|----------------|--------------------------------|
| A | 93-100 | 930 |
| A- | 90-92 | 900 |
| B+ | 87-89 | 870 |
| B | 83-86 | 830 |
| B- | 80-82 | 800 |
| C+ | 77-79 | 770 |
| C | 73-76 | 730 ¹ |
| C- | 70-72 | 700 |
| D+ | 67-69 | 670 |
| D | 63-66 | 630 |
| D- | 60-62 | 600 |
| F | 59 and Below | 590 |

Course Evaluation Method

Your grade will consist of the following:

| <u>Evaluation</u> | <u>% of Total</u> | <u>Points</u> |
|-----------------------------------|--------------------------|----------------------|
| Group Project | 15% | 150 |
| Mid-Term | 15% | 150 |
| Participation in Case Assignments | 40% | 400 |
| Final Exam | 15% | 150 |
| Term Paper | 15% | 150 |
| <u>Total</u> | 100% | 1,000 |

Group Project

The class will be divided in groups to document a company's enterprise risk management process, key business processes, related internal controls, and control risks. In turn the group will develop an audit program describing testing procedures, audit evidence, and sample methodology.

Each group's work will include interviewing various levels of internal/external audit professional. Interviews should include individuals at a CAE (Chief Audit Executive) level, Director level, Manager level, Senior level, and Staff level or comparable for other domains. The class project will be discussed in more detail at the first and second classes. To receive the most benefit from this project you should start as early in the semester as possible and interview as many as time allows. You should consider places that you are interested in working.

¹ Grade/Points to pass the class

The group project will begin early in the semester, and groups will be expected to provide regular reports to the professor. Students will be provided documents and forms to assist with the administering and structuring of the project.

Case Assignments

Students will be assigned to groups to complete case assignments. Student groups are expected to provide case reports for each case before its due date. The professor will then lead discussions of the cases through discussion boards or live class discussions. Individual members of groups may be called on to present group reports or answer questions about the reports.

Practice Questions and Exams

Reviewing and completing practice questions located at the end of each chapter is highly recommended to prepare the students professional exams and certifications.

Exams will be in essay format and focus on contemporaneous issues in internal auditing.

Additional Course Policies

Missing Exams

Make-up exams will not be offered unless required by university policies. All assignments should be completed and turned in on time. Zero points will be received for late assignments.

Late Assignments (includes project, quizzes and exams)

Assignment answers will be discussed in class, as a result late assignments will not be accepted unless required by university policies. If an assignment is submitted after the due date and time, it will receive a zero.

Attendance Policy

Notify the instructor in advance, if possible, if you cannot attend class. Class attendance is extremely important since many of the topics are unique to the class discussion. Students should not violate University policies.

Etiquette and/or Netiquette Policy

Students are expected to be polite and professional when communicating with the instructor and other students and silence their phones during class.

Anti-plagiarism Software

Written components of any assignment or project may be submitted to anti-plagiarism software to evaluate the originality of the work. Any students found to be submitting work that is not their own will be deemed in violation of the University's honor code discussed above.

Course Outline

The class schedule is subject to change, based on the needs of the students. Changes to the class will be discussed as the need arises.

| <u>Week</u> | <u>Date</u> | <u>Topic</u> | <u>Reference: Text Chapter</u> | <u>Case Studies/Exam</u> |
|-------------|-------------|---|------------------------------------|---|
| Week 1 | TBA | Introduction to Internal Auditing | Chapter 1 | TeamMate Practice Case, p. 1-27 |
| Week 2 | TBA | The International Professional Practices Framework | Chapter 2 | KnowledgeLeader Practice Case: Internal Auditor Independence & Objectivity, p. 2-45 |
| Week 3 | TBA | Governance & Risk Management | Chapter 3 & 4 | KnowledgeLeader Practice Case: Multiple Lines of Defense, p. 3-25 |
| Week 4 | TBA | Business Processes and Risks | Chapter 5 | <u>Supplemental Case:</u> Red Taxi Company |
| Week 5 | TBA | Internal Control | Chapter 6 | Pizza Inc. 5-36 <u>Supplemental Case:</u> Tyronco |
| Week 6 | TBA | Information Technology Risks and Controls | Chapter 7 | KnowledgeLeader Practice Case: TeamEWP and Internal Controls, p. 6-35 |
| Week 7 | TBA | Managing the Internal Audit Function | Chapter 9 | MVF Company, p. 7-52 |
| Week 8 | TBA | Risk of Fraud and Illegal Acts | Chapter 8 | Mid-term exam – Chapters 5 thru 7 and Chapter 9 |
| Week 9 | TBA | Audit Evidence and Working Papers | Chapter 10 | TeamMater Practice Case Exercise 3: TeamSchedule and Team TEC, p. 9-36 |
| Week 10 | TBA | Data Analytics and Audit Sampling | Chapter 11 | KnowledgeLeader Practice Case: Information Produced by Entity, p. 10-24 |
| Week 11 | TBA | Introduction to the Engagement Process | Chapter 12 | <u>Supplemental Case:</u> Academic University |
| Week 12 | TBA | Conducting the Assurance Engagement & The Consulting Engagement | Chapter 13 & Chapter 15 | APR Manufacturing Company, p. 12-18 <u>Supplemental Case:</u> Palm Tree Resorts |

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| Week 13 | TBA | Communicating Assurance Engagement Outcomes and Performing Follow-up Procedures | Chapter 14 | KnowledgeLeader Practice Case: Performing Effective Analytical Procedures, p. 13-56 |
| NOTE: Last day to drop the course and receive a grade of "W" is TBA | | | | |
| Week 14 | TBA | No Class –Recess | | |
| Week 15 | TBA | Group Project Presentations | | |
| Week 16 | TBA | Final Exam | | Final Exam – Chapters 13 thru 15 |

University and College Policies

Code of Academic Integrity Policy Statement

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty.

For more information, please see FAU Regulation 4.001 at: [FAU Regulation 4.001](#).

Disability / Accessibility Policy Statement

In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), students who require reasonable accommodations due to a disability to properly execute coursework must register with **Student Accessibility Services (SAS)** and follow all SAS procedures. SAS has offices across three of FAU's campuses – Boca Raton, Davie and Jupiter – however disability services are available for students on all campuses. For more information, please visit the SAS website at www.fau.edu/sas/.

Counseling and Psychological Services (CAPS) Center

Life as a university student can be challenging physically, mentally and emotionally. Students who find stress negatively affecting their ability to achieve academic or personal goals may wish to consider utilizing FAU's Counseling and Psychological Services (CAPS) Center. CAPS provides FAU students a range of services – individual counseling, support meetings, and psychiatric services, to name a few – offered to help improve and maintain emotional well-being. For more information, go to <http://www.fau.edu/counseling>.

Religious Observances Accommodation Policy Statement

In accordance with rules of the Florida Board of Education and Florida law, students have the right to reasonable accommodations from the University in order to observe religious practices, observances, and beliefs with regard to admissions, registration, class attendance and the scheduling of examinations and work assignments.

For further information, please see FAU Regulation 2.007 at: [FAU Regulation 2.007](#).

University Approved Absence Policy Statement

In accordance with rules of the Florida Atlantic University, students have the right to reasonable accommodations to participate in University approved activities, including athletic or scholastics teams, musical and theatrical performances and debate activities. It is the student's responsibility to notify the course instructor at least one week prior to missing any course assignment.

Incomplete Grade Policy Statement

A student who is passing a course, but has not completed all work due to exceptional circumstances, may, with consent of the instructor, temporarily receive a grade of incomplete ("I"). The assignment of the "I" grade is at the discretion of the instructor, but is allowed only if the student is passing the course.

The specific time required to make up an incomplete grade is at the discretion of the instructor. However, the College of Business policy on the resolution of incomplete grades requires that all work required to satisfy an incomplete ("I") grade must be completed within a period of time not exceeding one calendar year from the assignment of the incomplete grade. After one calendar year, the incomplete grade automatically becomes a failing ("F") grade.

Withdrawals

Any student who decides to drop is responsible for completing the proper process required to withdraw from the course.

Grade Appeal Process

A student may request a review of the final course grade when s/he believes that one of the following conditions apply:

- There was a computational or recording error in the grading.
- Non-academic criteria were applied in the grading process.
- There was a gross violation of the instructor's own grading system.

The procedures for a grade appeal may be found in [FAU Regulation 4.002](#).

Disruptive Behavior Policy Statement

Disruptive behavior is defined in the FAU Student Code of Conduct as "... activities which interfere with the educational mission within classroom." Students who behave in the classroom such that the educational experiences of other students and/or the instructor's course objectives are disrupted are subject to disciplinary action. Such behavior impedes

students' ability to learn or an instructor's ability to teach. Disruptive behavior may include, but is not limited to: non-approved use of electronic devices (including cellular telephones); cursing or shouting at others in such a way as to be disruptive; or, other violations of an instructor's expectations for classroom conduct.

Faculty Rights and Responsibilities

Florida Atlantic University respects the right of instructors to teach and students to learn. Maintenance of these rights requires classroom conditions which do not impede their exercise. To ensure these rights, faculty members have the prerogative:

- To establish and implement academic standards
- To establish and enforce reasonable behavior standards in each class
- To refer disciplinary action to those students whose behavior may be judged to be disruptive under the Student Code of Conduct.