**BCOM 304: Auditing**

**Course Description**

The general definition of an *audit* is an evaluation of a person, organization, system, process, enterprise, project or product. This course will cover advanced topics in auditing. It is presumed that the student is already well versed with key auditing terms and concepts- from the definition of auditing to internal controls for organizations.

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| **Part 1 – Internal auditing** | | |  |
| 1 | 1 | Introduction to Internal Auditing. Distinction between internal/ external auditing. |  |
|  | 2 | Scope, organization and costs of the internal audit department. |  |
| **Part 2 – Analytical audits, the accounts and activities of limited companies, and unincorporated bodies** | | |  |
| 2 | 3 | Analytical audits and audit of limited companies |  |
|  | 4 | Audits of unincorporated bodies |  |
| 1. **Part 3 – Appraisal of methods of financial administration** | | |  |
| 3 | 5 | Revenue Collection |  |
|  | 6 | Legality and justification for expenditure |  |
| **Part 4 – Inspection of accounts and financial control procedures** | | |  |
| 4 | 7 | Inspection of accounts |  |
|  | 8 | Financial control procedures (Internal controls) |  |
| **Part 5- Professional ethics, responsibilities and standards** | | |  |
| 5 | 9 | Professional ethics and responsibilities of auditors |  |
|  |  | Auditing standards |  |
| **Part 6- Auditing and Information Systems** | | |  |
| 6 | 10 | Auditing of computer based financial accounting systems |  |
|  | 11 | Information systems audits |  |

**Evaluation**

The course shall be assessed by use of two CATs. One of the CATs will be an academic paper on either of the following sub-topics:

* Audit techniques, audit tests, flow charting and questionnaires.
* Audit reports.
* Forms and presentation of accounts and disclosure requirements.

Details on the assignments will be discussed in class. The other shall be a sit-in CAT to be administered as the semester progresses.

**Notes and case studies**

The instructor will avail a detailed hard copy of the notes for every topic covered. Students shall make copies for their own use. Students are however, encouraged to take short notes in their note books during classroom discussion sessions to facilitate understanding of the content.

The instructor shall also avail case studies in advance when needed. Students should make a copy of the case study and carry the copy to class for discussion.

**Reference books**

Whittington, O. Ray; Pany, Kurt (2007); Principles of Auditing and Other Assurance Services, Fifteenth Edition, McGraw Hill- Irwin, Boston.

Pickett Spencer (2005), the Essential Handbook of Internal Auditing, Wiley & Sons, London.

Other textbooks in auditing, class notes and internet resources.