



## **ACC523 Advanced Auditing**

**Term:** Fall 2022

**Delivery:** Lecture videos + Q&A sessions through optional remote meetings

Course: 52:010:523:90

**Optional** remote meetings @ Zoom  
Every Other Wednesday 8:00 pm – 9:00 pm  
(See inside for exact dates)

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Office: BSB-226  
Virtual Office Hours:  
Every Wednesday 6:00 pm – 7:30 pm

### **Course Description**

This course with a concentration on advanced auditing topics is comprised of three components: (1) review of key auditing theories; (2) hands-on practice of audit procedures and methodologies; and (3) application of audit analytics tools. At the end of the class, students are expected to be equipped with the foundational knowledge and advanced audit techniques to step into the profession as a staff or senior auditor.

Audit data analytics (ADA's) are techniques that leverage current technologies to help auditors utilize a more data-driven approach when planning or performing an audit.<sup>1</sup> The AICPA has defined ADA's as "The science and art of discovering and analyzing patterns, identifying anomalies and extracting other useful information in data underlying or related to the subject matter of an audit through analysis, modeling and visualization for the purpose of planning or performing the audit.

### **Learning Goals/Objectives**

After completing this course, students should be able to:

1. Understand audit processes, methodologies, and underlying theories in a comprehensive manner.
2. Explain substantive testing of key accounts and know how it is utilized.
3. Explain the role data analytics has in the external audit.
4. Utilize computer software to apply auditing techniques, including ADA's.
5. Enhance data visualization and analytic skills.
6. Gain functional competency with various audit analytical tools.

### **Course Materials**

All required course materials will be posted on Canvas. No textbook is required.

**Note 1:** You are not allowed to share any class materials with a third party during or after the current academic period. They are the intellectual property of the instructor and/or other academic resource centers.

**Note 2:** If you want to have some references about auditing theory fundamentals, you can use books from your previous course(s), or the following recommended one:

Title: Auditing & Assurance Services: A Systematic Approach  
Author: Messier, Glover and Prawitt  
Edition: 12<sup>th</sup>

### Technologies and software

You will be required to [install and operate various software](#) on your personal device. Download links and access codes will be provided to you free of charge.

Softwares to be used: Excel, Countthings, IDEA, Alteryx, and Celonis

### Communications

#### 1. Canvas

Syllabus, video lectures, excel assignments, power-point slides, supplemental materials, and other messages from the instructor will be posted on Canvas. To access this system, go to <http://canvas.rutgers.edu> log in, and click on the course tab to select courses accordingly.

All class materials can be obtained via Canvas, usually one week ahead of schedule. You are strongly encouraged to access this course via Canvas several times a week. You can imagine that the class seamlessly “runs” through from day 1 (Monday) to day 7 (Sunday). You can [use the calendar at the bottom of this syllabus](#) to monitor the class progress and assignment due dates (Note that it may change upon circumstances).

#### 2. Meetings

On [remote meeting days \(optional\)](#), a Zoom Q&A session will be held. Students can utilize the time to interact with classmates and the instructor.

#### **Every Other Wednesday: 8:00 pm – 9:00 pm**

Zoom links will be provided on Canvas before each meeting.

September 7 and 21

October 5

November 2, 16 and 30

(Exam weeks are not included)

#### 3. Office hour

Remote office hours are available on Wednesdays from 6:00 pm to 7:30 pm. You can schedule appointments via the google sheet below. Please do not hesitate to “walk in” as you do in regular classes. Zoom link is provided on Canvas.

[https://docs.google.com/spreadsheets/d/177d9NeD1Lc17JMAQ-hjOH9wC8Y0uQp\\_NUgq8bqTQsfw/edit?usp=sharing](https://docs.google.com/spreadsheets/d/177d9NeD1Lc17JMAQ-hjOH9wC8Y0uQp_NUgq8bqTQsfw/edit?usp=sharing)

#### 4. Study groups

Study groups are randomly formed by the instructor. You will meet your group in breakout rooms during our first virtual meeting on September 7. Throughout the semester, you are encouraged to communicate with each other and help each other as a team.

#### 5. Email

Since this is an asynchronous course and the class attendance is not compulsory, a viable and reliable form of communication is vitally important. All communications to students will be done using the Rutgers email address provided to you. Please forward your Rutgers email to your personal email if necessary.

Note: You are expected to **check your Rutgers e-mail at least two or three times (usually before classes) every week**. Not checking your Rutgers email is **not an excuse** for missing any communications.

Please allow the instructor one business day to reply to your emails. (If you do not hear from her within 48 hours, please re-send your email as she may have overlooked or accidentally deleted your e-mail.)

### How to Succeed in the Course

1. Maintain a regular schedule – it is highly recommended that the students utilize some **regular** “class time” to learn materials that are assigned to that week.
2. Use **Excel Class Notes** as a guide for class outline, key concepts, relevant readings, materials, and assignments.
3. Follow **instructions** of all assignments carefully.
4. Start assignments early and get **feedback** from the instructor timely.
5. Regularly consult/meet with the instructor and interact with classmates through conference meetings.
6. Utilize the study groups with classmates.
7. Do not hesitate to ask any questions through emails or other interactions when you need help.

### Prerequisite

Financial Accounting (introductory and intermediate); Auditing (undergraduate).

### Grading

Exams and Assignments	As a Percentage of Total
Class Notes (4)	12%
Homework (4)	20%
Inventory Project	15%
Ethics Project	10%
Midterm	15%
Final Exam	20%
Participation	8%
Total Points Available	100%

### Note:

While you are encouraged to discuss class materials with your peers, any assignment you submit should be independently created and completed. It is strictly prohibited to share work, use the same submission, or communicate during exam periods. Any violation will lead to a grade of 0.

### Grading Scale

Letter Grade	As a Percentage of Total
A	90% and above
B+	86.0 – 89.9%
B	80.0 – 85.9%
C+	76.0 – 79.9%
C	70.0 – 75.9%
D	60.0 – 69.9%
F	0.0 – 59.9%

1. *Excel Class Notes (Canvas)*

Every week, students are required to watch class video lectures assigned by instructor on Canvas. In the video lectures, you will be guided step-by-step to learn the concepts, definitions, and how to solve problems. While learning the lectures, you should use the excel class notes (provided on **Canvas**) to organize the materials, complete **everything**, and upload them back (**make them legible**) to **Canvas** before due dates. **Note** that you are not expected to complete the notes all on your own – you should utilize the **video lectures to guide you** through the completion.

- a. There are a total of FOUR class notes that are required and graded.
- b. It is required that you work directly on the excel file to get a good practice of the tool.
- c. Printouts or hand-written notes are not acceptable.

2. *Homework (Application Tools)*

You are required to complete FOUR homework related to CAATs (Computer-Assisted Audit Tools).

3. *Projects (Inventory and Ethics)*

During the term there will be TWO projects to help you better comprehend the materials.

--- NO MAKE-UPS; IF YOU MISS A DEADLINE THE GRADE IS ZERO ---

4. *Participation (PlayPosit)*

PlayPosit bulbs will be embedded as a motivation to watch important video lectures

5. *Exams (Canvas)*

There will be TWO exams (Midterms and Final) consisting of problem-solving, projects, and/or essay questions that fully reflect class assignments, regular homework, and other previously learned materials. During the exam period, the students will have a 24-hour window to complete the exam. In other words, within the one-week period, once you start the exam, you will **have 24 hours to complete the problems, essay questions or projects** in the exam and upload them back to Canvas before time runs up.

### **A Summary of Class Procedure**

Class sessions will be a combination of video lectures (class notes, power point slides, projects and cases) and optional remote Q&A sessions. For each class session, you should

1. Watch the video lectures. At the same time, you make notes, learn, and practice.
2. Attend the remote conference or office hour to ask questions, if possible.
3. During and/or after class, you complete the excel notes, cases and homework.
4. Before exams, you review class materials, notes, and homework to be prepared.

### **Exam Make-up/Late Policy**

If, for a university approved reason, you cannot take an exam at the scheduled time you must give the professor **written notice at least one week in advance** so that other arrangements can be made. If the situation does not allow for advance notification (for example, emergency hospitalization), contact the professor as soon as possible after a missed exam. Make-up exams for non-university approved reasons are not guaranteed. The professor reserves the right to request **written documentation** to support your absence (such as a doctor's note, an obituary, or military orders).

### **Student Code of Conduct**

Rutgers University-Camden seeks a community that is free from violence, threats, and intimidation; is respectful of the rights, opportunities, and welfare of students, faculty, staff, and guests of the University; and does not threaten the physical or mental health or safety of members of the University community, including in classroom space.

As a student at the University you are expected adhere to the Code of Student Conduct. To review the code, go to the Office of Community Standards:

<https://deanofstudents.camden.rutgers.edu/student-conduct>

Note that the conduct code specifically addresses disruptive classroom conduct, which means *"engaging in behavior that substantially or repeatedly interrupts either the instructor's ability to teach or student learning. The classroom extends to any setting where a student is engaged in work toward academic credit or satisfaction of program-based requirements or related activities."*

### **Remote Learning Specifics**

The following protocols on the codes of behavior reflect professional business norms on manners, courtesy, and respect. (*In general, you should treat others as you would like others to treat yourself. Be mindful that what is acceptable in a text or chatroom with friends may not be appropriate in a classroom or in an online conversation with an instructor.*)

Even though many of you are already aware of these protocols, they are explicitly stated here so that everyone is cognizant of the same protocols. These protocols should be followed by all students taking this course to help ensure the online experiences for everyone involved are pleasant. They are as follows:

If you were to send an e-mail to the professor / tutor, please address the person appropriately such as "Dr. ...." or "Mr./Ms. ....", not 'Hey'. Note that I will address you with your first name, unless you prefer that I address you differently.

When sending an e-mail, you can get better attention by using the following guidelines:

- Use descriptive subject lines;
- Please be as brief as possible by going straight to the point, and if possible, limit the use of attachments

**Never** send offensive and insulting messages\* (this is a violation of the Student Code of Conduct). If you disagree, say so and state your reasons. Social media is a very powerful tool for communication. However, it can be badly misused if it is not used correctly or professionally. For example, you may have personal and legitimate concerns with this course. However, other students, who do not have similar feelings, can be negatively influenced by your concerns. This will unnecessarily and negatively affect their overall experience of the course. Therefore, to minimize such an occurrence, please feel free to directly contact the instructor/tutor first to resolve any concerns that you may have to help ensure that everyone's online experience of this course is beneficial.

- Always guard against inciting others when it comes to content, opinions, etc. That is, avoid blaming or accusing others of wrong-doing.
- Do not start a volley of back and forth e-mails, with copies distributed to every student in the class.
- Copy the minimum number of people. That is, send e-mails to only the people you think should receive and will benefit from it.
- Treat all e-mails and postings as permanent forms of written record and do not expect that any your e-mail communications to be private, unless stated otherwise. Instead, assume that all e-mail communications are public.

- Do not publicize your own or others' personal information (such as email, phone numbers, last names, etc.)

### **Academic Integrity**

The Academic Integrity policy can be found at <http://studentconduct.rutgers.edu/student-conduct-processes/academic-integrity/>

***Students are responsible for understanding the principles of academic integrity and abiding by them in all aspects of their work at the University.*** Students are also encouraged to help educate fellow students about academic integrity and to bring all alleged violations of academic integrity they encounter to the attention of the appropriate authorities.

*Academic dishonesty includes (but is not limited to):*

- cheating
- plagiarism
- *aiding others in committing a violation or allowing others to use your work*
- failure to cite sources correctly
- fabrication
- using another person's ideas or words without attribution
- *re-using a previous assignment*
- *unauthorized collaboration*
- sabotaging another student's work

*Academic Integrity means that you (the student) must:*

- properly acknowledge and cite all use of the ideas, results, or words of others,
- properly acknowledge all contributors to a given piece of work,
- *make sure that all work submitted as your own in a course activity is your own and not from someone else*
- obtain all data or results by ethical means and report them accurately
- *treat all other students fairly with no encouragement of academic dishonesty*

*Adherence to these principles is necessary in order to ensure that:*

- everyone is given proper credit for his or her ideas, words, results, and other scholarly accomplishments
- all student work is fairly evaluated, and no student has an inappropriate advantage over others
- the academic and ethical development of all students is fostered
- the reputation of the University for integrity is maintained and enhanced.

Failure to uphold these principles of academic integrity threatens both the reputation of the University and the value of the degrees awarded to its students. Every member of the University community therefore bears a responsibility for ensuring that the highest standards of academic integrity are upheld. Violations are taken seriously and will be handled according to University policy. ***Students are responsible for understanding the principles of academic integrity and abiding by them in all aspects of their work at the University.*** Students are also encouraged to help educate fellow students about academic integrity and to bring all alleged violations of academic integrity they encounter to the attention of the appropriate authorities.

If in doubt, please consult the instructor. Please review the Academic Integrity Policy at <https://deanofstudents.camden.rutgers.edu/sites/deanofstudents/files/Academic%20Integrity%20Policy.pdf>.

**Pronouns**

This course affirms people of all gender expressions and gender identities. Feel free to correct me on your preferred gender pronoun. If you have any questions or concerns, please do not hesitate to contact me.

**Chosen Name (Preferred Name)**

If you have a chosen name or preferred name other than what is listed on the roster, kindly let me know. If you would like to have your name changed within the rosters officially, go to: <https://deanofstudents.camden.rutgers.edu/chosen-name-application>

**Disability Services/Accommodations**

The University is committed to supporting the learning of all students and faculty will provide accommodations as indicated in a Letter of Accommodation issued by the Office of Disability Services (ODS). If you have already registered with ODS and have your letter of accommodations, please share this with me early in the course. If you have or think you have a disability (learning, sensory, physical, chronic health, mental health or attentional), please contact <https://success.camden.rutgers.edu/disability-services>.

Accommodations will be provided only for students with a letter of accommodation from ODS. Their services are free and confidential. Letters only provide information about the accommodation, not about the disability or diagnosis.

**Add/Drop Process and Course Withdrawal Policy**

It is the responsibility of the students to be fully informed of the college catalog policies regarding course add, drop and withdrawal.

**Flexibility of Syllabus**

This syllabus is subject to change at the instructor's discretion; changes will be announced in class and/or course website. You are responsible for knowing any such announced changes.

**Tentative Class Schedule for 53:010:523:90 (Online Course)**

<b>Part I: Review of Key Auditing Concepts</b>			
<b>Date</b>	<b>Topic</b>	<b>Tools Used</b>	<b>Assignments and Due Dates</b>
Week 1. 9/6-9/11	Syllabus; Introduction to Auditing		Class Notes #1 in Excel due 9/18
Week 2. 9/12-9/18 #	Review of Auditing Concepts (I)		
Week 3. 9/19-9/25	Review of Auditing Concepts (II)		Class Notes #2 in Excel due 10/2
Week 4. 9/26-10/2	A Comprehensive Inventory Audit Case (1)	Excel	
Week 5. 10/3-10/9	A Comprehensive Inventory Audit Case (2)	Excel	Inventory Project in Word and Excel due 10/9
Week 6. 10/10-10/16	Audit Innovation: Drones and Counting Software Review of Excel	Countthings	Class Notes #3 and Countthings Homework due 10/16
Week 7. 10/17-10/23	Midterm		Midterm due 10/23
<b>Part II: Special Topics and Analytical Tools in Auditing</b>			
<b>Date</b>	<b>Topic</b>	<b>Tools Used</b>	<b>Assignments and Due Dates</b>
Week 8. 10/24-10/30	Computer Assisted Audit Tools (CAATS)	IDEA	Class Notes #4 and IDEA Homework due 11/13
Week 9. 10/31-11/6	Computer Assisted Audit Tools (CAATS)	IDEA	
Week 10. 11/7-11/13	Analytic Process Automation	Alteryx	Alteryx Homework due 11/27
Week 11. 11/14-11/20	Analytic Process Automation	Alteryx	
Week 12. 11/21-11/27 *	Process Mining	Celonis	Celonis Homework due 12/4
Week 13. 11/28-12/4	Process Mining	Celonis	
Week 14. 12/5-12/11	Review of Audit Data Analytics (ADAs) Auditor Independence and Ethics		Ethics Project in Word due 12/11
Week 15. 12/12-12/18	Final Exam		Final Exam due 12/19

**Note: This syllabus is subject to change during the semester as necessary.**

# Sep 15: Last Day to DROP a class(es) WITHOUT a W grade (subject to change) \* Nov 21: Last Day to DROP a class(es) WITH a W grade (subject to change).