



AMIS 4500
Auditing Principles and Procedures
Fall 2022

Instructor

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Office hours: by appointment only

Class Meeting Schedule

Schoenbaum 320: Tuesday/Thursday: 2:20-3:40 pm (Section 4294)

Course Materials

- Messier, Glover and Prawitt, ***Auditing and Assurance Services: A Systematic Approach. Twelfth Edition***, McGraw Hill LLC, 2022, ISBN9781264100675 / 1264100671
- Other options for textbook: eBook, Textbook rental, Loose-leaf
- Handouts, exercises, and articles will be distributed to the class through CANVAS

Prerequisites:

Students should have successfully completed intermediate accounting (AMIS 3200 and 3201). A high-quality auditor must be proficient in accounting. It is assumed that every student is knowledgeable of generally accepted accounting principles (GAAP) and the foundations of accounting.

Course Description

The primary focus of this course is financial statement auditing. It is designed to provide a basic understanding of audit theory and practice as well as the ethical and regulatory considerations. Students will be introduced to the audit process which includes industry background, ethics and independence, client acceptance, planning, internal controls, audit testing strategies and techniques, completing the audit, and auditor report. This course is not designed to specifically prepare students for the CPA exam.

Course Learning Outcomes

By the end of the course, students should have a basic understanding of the following fundamental audit concepts:

- Importance of independence and ethics
- The audit process and the different phases
- Risk Assessment
- Audit risk model (including IR, CR, DR, and AR)

- Obtain and assess audit evidence
- Types of audit testing: risk assessment, test of controls, substantive testing
- Importance of internal control and internal control audit
- Completing the audit
- Audit reporting
 - Audit opinion on financial statements
 - Audit opinion on Internal Control Financial Reporting
- Develop critical thinking

My Goal: To make this a useful course for your career. Provide skills and understanding of audit that will help you in your career (audit or outside of audit). **Let's have some fun.**

How this course works

This course will be taught in the classroom and relies mainly on lecture. But we will also use classroom exercise, class participation and short assignments.

Credit hours and work expectations: This is a 3 credit-hour course. Students should expect around an average of 3 hours per week of time spent on direct instruction (instructor content), in addition to 6 hours of homework (reading and assignment preparation, for example).

Grading and Evaluation:

Grades will be based on total point earned in the course as shown below

	Points	Percent
Quiz 1	70	17.5%
Quiz 2	70	17.5%
Quiz 3	70	17.5%
Quiz 4	90	22.5%
Participation / professionalism	40	10.0%
Homework (assignments)	60	15.0%
TOTAL	400	100%

Final course grades will be based on +/- grading system. Letter grades will be based on natural breaks within the points distribution. In other words, letter grades will be based upon a student's relative performance in the class. The overall class GPA will reflect my assessment of the degree to which the class has mastered the material

I am available to discuss grading concerns. **Specific grade issues should be discussed in person and outside the classroom.** Throughout the semester, scores will be available on Canvas.

Quizzes:

- There will be four quizzes. Each quiz will be given on an announced basis.
- Quizzes will be objective and subjective in nature. Each quiz will be given in the classroom and delivered through Canvas.
- Each quiz is mandatory and will only be given at the scheduled times. If a medical, family emergency or university sponsored conflict arises, you must contact me before the quiz (via phone call, text or e-mail).

Assignments/Other

- This covers short assignments and quizzes.
- Assignments will be a mix of readings and answering questions, short quizzes and other assignments such as financial analysis.
- Assignments are to be completed and submitted to me through canvas.

Participation and Professional Conduct:

- You are expected to attend class and arrive on time. Chronic absenteeism is considered unprofessional behavior and will negatively impact your participation points. If you miss more than two classes, I may deduct points for each absence. Contact me if you plan to be absent with an acceptable reason such as job interview, sick, etc.
- Each student that attends class, is professional and prepared will receive the bulk of the participation/professional conduct points. Students that participate and add to the classroom discussion may receive additional points.

Academic Integrity:

Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the University's Code of Student Conduct, and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the University's Code of Student Conduct (<https://trustees.osu.edu/bylaws-and-rules/code>) and this syllabus may constitute Academic Misconduct (<https://oaa.osu.edu/academic-integrity-and-misconduct>)

The Ohio State University's Code of Student Conduct (Section 3335-23-04) defines academic misconduct as: Any activity that tends to compromise the academic integrity of the University, or subvert the educational process. Examples of academic misconduct include (but are not limited to) plagiarism, collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the University's Code of Student Conduct is never considered an excuse for academic misconduct, so I recommend that you review the Code of Student Conduct and, specifically, the sections dealing with academic misconduct. If I suspect that a student has committed academic misconduct in this course, I am obligated by University Rules to report my suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the University's Code of Student Conduct (i.e., committed academic

misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me.

Course technology:

For help with your password, university email, Carmen, or any other technology issues, questions, or requests, contact the Ohio State IT Service Desk. Standard support hours are available at ocio.osu.edu/help/hours, and support for urgent issues is available 24/7.

- **Self-Service and Chat support:** ocio.osu.edu/help
- **Phone:** 614-688-4357(HELP)
- **Email:** servicedesk@osu.edu
- **TDD:** 614-688-8743

Baseline technical skills for online courses

- Basic computer and web-browsing skills
- Navigating Carmen: for questions about specific functionality, see the [Canvas Student Guide](#).

Carmen access

You will need to use [BuckeyePass](#) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you take the following steps:

- Register multiple devices in case something happens to your primary device. Visit the [BuckeyePass - Adding a Device](#) help article for step-by-step instructions.
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click **Enter a Passcode** and then click the **Text me new codes** button that appears. This will text you ten passcodes good for 365 days that can each be used once.
- Download the [Duo Mobile application](#) to all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service.

If none of these options will meet the needs of your situation, you can contact the IT Service Desk at 614-688-4357 (HELP) and IT support staff will work out a solution with you.

Disability Services:

The University strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please let me know immediately so that we can privately discuss options. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. SLDS contact information: slds@osu.edu; 614-292-3307; slds.osu.edu; 098 Baker Hall, 113 W. 12th Avenue

Safety and Health Requirements:

All Teaching staff and students are required to comply with and stay up to date on all [University safety and health guidance](#).

Grievances and Solving Problems:

According to University Policies, if you have a problem with this class, you should seek to resolve the grievance concerning a grade or academic practice by speaking first with the instructor or professor. Then, if necessary, take your case to the department chairperson, associate dean for programs in the college, and to the provost, in that order. Specific procedures are outlined in Faculty Rule 3335-7-23. Grievances against graduate, research, and teaching assistants should be submitted first to the supervising instructor, then to the chairperson of the assistant's department.

Policies:

- **If you are unable to make a quiz for a valid reason (health sickness, death in immediate family) contact the instructor before the regularly scheduled quiz and provide sufficient documentation to support your situation. A makeup will be scheduled. Unless there is an emergency (i.e. hospitalization), the student will receive a grade of zero if the student does not leave a message prior to the scheduled quiz time.**
- You are expected to be ready to start class, on time and to remain in the classroom for the duration of the class. If you need to arrive late or leave early, please do your best to minimize class disruption.
- Please refrain from using mobile phones during class and especially, during quizzes. Same thing with on-line participants
- Use of computers during class is restricted to appropriate class usage – note taking, slides, assignments (Please No Surfing the Net).
- **Course syllabus may change at my discretion to optimize the quality and flow of content**

Suggestions

- Attend class. Attendance is expected (in person or on-line)
- Keep up with class material. Playing “catch up” is a difficult strategy.
- There is a lot of material, stay on top of it. Do the questions at the end of each chapter.
- Ask questions and participate.
- Review past class notes regularly. Don't wait until the last minute to study.

Communication

If it is necessary to communicate with class between sessions, I will send an email to the class or update Canvas with an announcement. I expect that you will check your email or the class website on Canvas daily. I will check my e-mail at least daily. E-mail is the best way to communicate with me. If necessary to reach me, call me on my cell phone (I most likely will not recognize your phone number, so introduce yourself when I answer).

DRAFT SCHEDULE

AMIS 4500 Auditing Principles and Procedures					
#	Date	Topic	Reading	Suggested Problems	Additional Readings / Assignment
1	8/23	Introduction (why do we need auditors)	CH 1	2-5, 7 MC: 13-23	
2	8/25	Financial Statement Audit Environment	CH 2	5-7, 9-11, 13-14 MC: 14-26	
3	8/30	Independence / Professional Judgement	CH 19 (pp. 636-654)	3, 4, 7-9 MC: 14-20, 22-26	
4	9/1	Independence			
5	9/6	Audit Opinions	CH 18	2-7, MC: 10-21.	If you need love, get a puppy Assignment
6	9/8	Planning	CH 3	1-5, 7-10 MC: 17-26	
7	9/13	Catchup and review			
8	9/15	QUIZ 1			
9	9/20	Audit Risk Model	CH 4	1-4, 6, 9, 10 MC: 13-22, 24, 27	Materiality Assignment
10	9/22	Risk Assessment	CH 4		
11	9/27	Management Assertions	CH 5	1-4, 6-12, MC: 17-29	
12	9/29	Audit Evidence	CH 5		Contradictory Evidence
13	10/4	Internal Control	CH 6	1-3, 5-11, MC: 12-24	
14	10/6	Cathup and Review			
15	10/11	QUIZ 2			
16	10/13	Autumn Break no Class			
17	10/18	Internal Control	CH 6		
18	10/20	Audit Internal Control	CH 7	1,2, 5, 9-12, 14-16 MC: 19-31	
19	10/25	Audit Internal Control	CH 7		Koss Assignment
20	10/27	Audit Sampling (pp 259-266, 285-286)	CH 8	1-10, MC: 11-14, 18, 20	
21	11/1	Audit Revenue Cycle	CH 10	3-5, 7, 8, 10, 11 MC: 12-23	
22	11/3	Catchup and Review			
23	11/8	QUIZ 3			
24	11/10	Audit Purchase Cycle	CH 11	1-5, 8-11, MC: 13-23	
25	11/15	Audit Revenue / Purchasing	Ch 10/11		
26	11/17	Completing the Audit	CH 17	1-11, MC: 13-21	
27	11/22	Self Study / Project			Financial Analysis Assignment
28	11/24	THANKSGIVING			
29	11/29	Internal Audit	CH 21	TBD	
30	12/1	Other Assurance	CH 21		
31	12/6	Catchup and review			
	12/14	FINAL EXAM - Partly comprehensive -- DATE is Wednesday December 9, 4:00-5:45 PM			