



AMIS 4500 Auditing Principles and Procedures Spring 2023

Instructor

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Office hours: by appointment only

Class Meeting Schedule

Denny Hall 060: Monday /Wednesday: 2:20-3:40 pm (Section 4505)

Course Materials

- Messier, Glover and Prawitt, ***Auditing and Assurance Services: A Systematic Approach. Twelfth Edition***, McGraw Hill LLC, 2022
 - Print: **ISBN10:** 1264100671 | **ISBN13:** 9781264100675
 - Other options: eBook purchase, eBook Rental
- Handouts, exercises, and articles will be distributed to the class through CANVAS
- Recommended: Wall Street Journal Subscription

Prerequisites:

Students to have completed AMIS 3201 and BusMHR 2292. Every student should be 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 audit process. This includes the following core audit concepts:

- Importance of independence and ethics
- Audit planning
- Risk assessment

- Audit risk model
- Audit evidence – how to obtain and evaluate
- Audit testing, procedures, and evidence
- Internal control and control testing
- Completing the audit
- Audit reporting – specifically audit opinion (financial statements, and ICFR)
- Other assurance services including internal audit activities
- Develop critical thinking

My goal is to make this a useful course for your career. Let's have some fun.

How this course works

This course will be taught in the classroom. Lectures will be live and students are expected to attend in person. We will also use lecture, class discussion and assignments (in-class and homework). I will use Carmen Canvas for the following:

- Announcements
- Assignments
- Quizzes
- Gradebook
- Modules will include class slides, answer to review questions and other material as needed

Credit hours and work expectations: This is a 3 credit-hour course. Students should expect around an average of 3 hours per week on direct instruction as well as 6 hours of preparation (readings, assignments, review question, study....).

Grading and Evaluation:

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

	Points	Percent
Quiz 1	75	18%
Quiz 2	75	18%
Quiz 3	75	18%
Quiz 4	85	21%
Participation / professionalism	50	12%
Homework (assignments)	50	12%
TOTAL	410	100%

Final course grades will be based on the plus/minus grade 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. **Specific grade issues should be discussed in person and outside the classroom.** Throughout the semester, scores will be available on Canvas.

Quizzes:

- Each quiz is mandatory and 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.
- If a medical, family emergency or university sponsored conflict arises, you must contact me before the quiz (via phone call, text or e-mail).

Individual Assignments

- Assignments will include readings, problems, analyses, short quizzes, etc...
- Assignments are to be completed and submitted to me through canvas.

Participation and Professional Conduct:

- Attendance is expected and may be taken.
- Absenteeism is considered unprofessional behavior and will negatively impact your professionalism grade. 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, acts professionally will receive the bulk of the participation/professional conduct points. Students that participate and add to the classroom discussion may receive additional points.

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](#).

Required equipment

- Computer: current Mac (OS X) or PC (Windows 7+) with high speed internet connection
- Webcam: built-in or external webcam, fully installed and tested
- Microphone: built-in laptop or tablet mic or external microphone
- Other: mobile device (smartphone or tablet) or landline to use for BuckeyePass authentication

Required software

- Microsoft Office 365: All Ohio State students are now eligible for free Microsoft Office 365 ProPlus through Microsoft's Student Advantage Program. Full instructions for downloading and installation can be found at go.osu.edu/office365help

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.

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.

Student COVID-related Accommodation Process:

The university is committed to supporting students and program participants with COVID-19 based risk factors. Student Life Disability Services, in conjunction with the Office of Institutional Equity, will work with students who are vulnerable to complications of COVID-19 to ensure they have the necessary resources to participate in university life as safely as possible. Ohio State students from any campus may submit a COVID-related accommodation request. Students registered with Student Life Disability Services can work directly with their assigned Access Specialist to modify their accommodations or make additional COVID-based accommodation requests.

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.

- Students are to be on-time, ready to start class, on time and to remain in the classroom for the duration of the class.
- 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

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).

I also like to communicate through announcements on CANVAS.

DRAFT SCHEDULE

AMIS 4500 Auditing Principles and Procedures					
#	Date	Topic	Reading	Suggested Problems	Assignments
1	1/9	Introduction (why do we need auditors)	CH 1	2-5, 7 MC: 13-23	
2	1/11	Financial Statement Audit Environment	CH 2	5-7, 9-11, 13-14 MC: 14-26	
Martin Luther King Holiday no Class					
3	1/18	Independence / Professional Judgement	CH 19 (pp. 636-654)	3, 4, 7-9 MC: 14-20, 22-26	
4	1/23	Independence			If You Need Love, Get a Puppy
5	1/25	Audit Opinions	CH 18	2-7, MC: 10-21.	
6	1/30	Audit opinions and review			Going Concern
7	2/1	QUIZ 1 (covers chapters 1, 2, 18, 19)			
8	2/6	Planning	CH 3	1-5, 7-10 MC: 17-26	
9	2/8	Audit Risk Model	CH 4	1-4, 6, 9, 10 MC: 13-22, 24, 27	Materiality
10	2/13	Risk Assessment	CH 4		
11	2/15	Audit Evidence	CH 5	1-4, 6-12, MC: 17-29	Wells Fargo
12	2/20	Audit Evidence Analytical Procedures	CH 5		
13	2/22	Internal Control / Review	CH 6		Analytical Procedure
14	2/27	QUIZ 2 (covers chapters 3, 4, 5)			
15	3/1	Internal Control	CH 6	1-3, 5-11, MC: 12-24	
16	3/6	Audit Internal Control	CH 7	1,2, 5, 9-12, 14-16 MC: 19-31	Contradictory Evidence
17	3/8	Audit Internal Control	CH 7		Dixon Fraud
3/13 Spring break no Class					
3/15 Spring break no Class					
18	3/20	Audit Sampling (pp 259-266, 285-286)	CH 8	1-10, MC: 11-14, 18, 20	
19	3/22	Audit sampling / data analytics	Appendix B		
20	3/27	Audit Revenue / Review			Data Analytics
21	3/29	QUIZ 3 (covers chapters 6, 7, 8, data analytics)			
22	4/3	Audit Revenue	CH 10	3-5, 7, 8, 10, 11 MC: 12-23	
23	4/5	Audit Revenue continued	CH 10		
24	4/10	Audit Purchasing Cycle	CH 11	1-5, 8-11, MC: 13-23	Financial Analysis Part 1
25	4/12	Audit Purchasing continued	CH 11		
26	4/17	Completing the Audit	CH 17	1-11, MC: 13-21	Financial Analysis Part 2
27	4/19	Other Assurance	CH 21		
28	4/24	Internal Audit / Review	CH 21		
TBD Final Quiz (covers CH10, 11, 17, 21), Room and Time TBD					