TRINOVA TRAINING AND CONSULTING

Introduction:
Internal auditing plays a crucial role in the governance framework of any organization. A skilled internal auditor identifies inefficiencies and oversights that may be overlooked by other managers, thereby protecting the organization from operational mistakes, costly errors, and potential regulatory penalties. Within an organization, you often find a diverse group of internal auditors examining different aspects of the business.

If you're aiming to join such a team, it's important to distinguish yourself. While a bachelor's degree in accounting, business, or finance provides a strong foundation, companies typically look for candidates with additional internal audit education.

To stand out in this competitive field, enhancing your qualifications is key. This internal auditing training course offers a specialized approach to professional internal auditor education, building on prior knowledge such as insights gained from a fraud auditing boot camp.

This course is designed for individuals who want to advance their internal auditing careers without taking extensive time away from work, offering the necessary knowledge and tools to succeed in your current position or move into more senior roles elsewhere.

Led by experienced instructors, this course covers core auditing concepts in a clear and concise manner, ensuring effective learning. Participation in this course is vital for anyone looking to deepen their auditing knowledge and elevate their career as an internal auditor.

Target Audience:

- HR Professionals
- Quality Management Staff
- Internal Auditors
- External Auditors

This course is tailored for individuals seeking to enhance their experience in quality management and auditing.

Course Objectives:
By the end of this internal auditing course, participants will be able to:

- Grasp essential operational auditing techniques.

- Use a risk-based approach to refine audits across various business areas such as purchasing, marketing, HR, IT, management, finance, treasury, and accounting.

- Understand the objectives of key business functions and identify the critical risks they face.

- Improve audit efficiency by incorporating data analytics to gain deeper insights into business processes.

- Learn the impact of SOX, ERM, and GRC on organizations, recognize fraud schemes, and assist management in developing strong risk management and strategic planning frameworks.

- Focus on an organization's capacity to achieve desired outcomes, rather than merely tracking outputs.

Key Competencies:
By the end of the course, participants will have developed competencies in:

- Audits of branch offices and representatives.

- Core principles of operational auditing.

- Key components of operational audits.

- Auditing purchasing functions.

- Auditing marketing functions.

- Auditing HR functions.

- Audits of finance, treasury, and accounting functions.

- IT audits.

- Auditing management functions.

Course Content:

Unit 1: Operational Auditing

- Understand the evolving role and importance of internal auditing in today's business world.
- Explore the fundamental elements that contribute to successful operational auditing.
- Learn the advantages of operational auditing for organizations.
- Identify current trends shaping operational auditing.
- Examine the influence of compliance with Sarbanes-Oxley, ERM, and GRC.

Unit 2: Components of Operational Audits

- Analyze the distinct stages of an operational audit.
- Study the relationships between objectives, risks, and controls in core business functions.
- Explore the importance of data in auditing.
- Learn about Key Performance Indicators (KPIs) and Key Risk Indicators (KRIs) in audits.
- Detect fraudulent activities.
- Incorporate IT considerations into audits.
- Get familiar with essential audit tools and techniques.

Unit 3: Auditing the Purchasing Function

- Identify key risks related to procurement.
- Analyze governance, policies, and procedures in purchasing.
- Test and monitor vendor engagement processes, purchasing, and inventory control.
- Assess vendor relationships and contracting dynamics.

Unit 4: Auditing the Marketing Function

- Evaluate the marketing function's ability to achieve its objectives.
- Examine the relationship between advertising investments and sales results.

- Appraise the effectiveness of the integration of public relations and marketing efforts.

Unit 5: Auditing the Human Resources Function

- Identify risks inherent in the HR function.
- Audit HR processes such as recruitment, staffing, training, and development.
- Review frameworks for employee compensation, benefits administration, and succession planning.
- Understand HR's role in corporate governance and in building a strong control environment.
- Review employee relations, feedback systems, and performance management.

Unit 6: Auditing the Finance, Treasury, and Accounting Functions

- Examine processes related to finance, payroll, accounts payable and receivable, asset management, and budgeting.
- Assess the treasury function, including strategic planning, bank management, and system integration.
- Identify potential signs of financial report fraud.
- Explore shared services as a method for strengthening controls and improving efficiency.

Unit 7: Auditing IT

- Analyze IT objectives and the associated risks and controls.
- Review staffing, planning, and organizational structure within IT.
- Evaluate system access, data security, backup protocols, disaster recovery, business continuity, and the System Development Life Cycle (SDLC).
- Apply COSO and COBIT frameworks to evaluate IT operations.

Unit 8: Auditing the Management Function

- Assess management activities and measure their effectiveness against organizational benchmarks.

- Strengthen the control environment through management directives, role modeling, and adherence enforcement.

- Assist management in creating robust corporate responsibility policies, ethical standards, risk management strategies, and long-term planning.

- Discuss communication strategies, preserving organizational culture, and managing transformations.

- Balance the dual role of internal auditors as control agents while maintaining independence and objectivity.

Unit 9: The Future of Operational Auditing

- Understand the role of automation in control processes and the move toward continuous auditing practices.

- Encourage management to conduct self-assessments of controls.

- Promote continuous improvement and quality as methods for strengthening internal controls.

- Identify actionable recommendations to drive sustainable, positive changes within organizations.

Throughout the course, participants will engage with practical applications that prepare them for internal auditor certification. This training is designed to empower individuals with the necessary skills and knowledge to succeed in auditing, whether they are starting their career or looking to enhance their expertise. Whether you aim to pursue certification or refine your skills in internal auditing, this comprehensive program provides a valuable foundation for success.