

Preparing High-Impact Audit Reports

Course Number: 5802

Length: 2 Days

Primary Delivery Method: Instructor-led live classroom

Alternative Delivery Methods: Instructor-led online (synchronous)

Course Description

Gain the skills needed to structure effective and thought-provoking audit reports. Whether you are new to the report-writing process or seeking a refresher, you will gather insights on written communication skills and techniques that produce effective and meaningful audit reports for financial audits, performance audits, and attestation engagements. You will also learn best practices for preparing impactful audit reports that resonate with the various recipients of the report, including the auditee and external stakeholders.

Intended Audience

This course is designed for government auditors who play a role in determining what and how audit results will be reported and want to enhance their communication skills or learn new techniques.

Participants tend to be federal auditors or other federal financial management employees involved in performance auditing. Auditors from private auditing or consulting firms will also benefit from taking this course.

Course Learning Objectives

- Apply Generally Accepted Government Auditing Standards (GAGAS) when preparing performance and financial audit reports
- Apply effective techniques for writing clear and accurate audit reports
- Recognize how to avoid flaws, pitfalls, and gaps while writing the audit report
- Demonstrate how to tailor the audit report, considering the various reader and stakeholder audiences
- Maximize audit report effectiveness by writing conclusions and recommendations that will resonate with the audit report recipients
- Apply a structured audit report review and editing process for early identification of flaws in the draft report, allowing for prompt issuance of the final audit report

Course Additional Features

- Producer Support
- Technical Support Team
- Dedicated In-House Accessibility/Section 508 Compliance
- Student Resource Guides

All details about the Additional Features are available on this page. [Click here to Explore](#)

Course Schedule

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DAY ONE

MORNING	Lesson 1: The Audit Report in the Federal Setting
	Lesson 2: Tools and Techniques for Report Preparation
LUNCH	
AFTERNOON	Lesson 3: Writing Techniques for Audit Reporting

DAY TWO

MORNING	Lesson: 4: Avoiding Common Flaws in Audit Report
	Lesson 5: Audit Findings and Recommendations
LUNCH	
AFTERNOON	Lesson 6: Enhancing the Report Review Process
	Exam

Learning Methods

Lecture, group discussion, class exercises, and exam.

Credits

National Association of State Boards of Accountancy (NASBA)

- Field of Study: Auditing (Governmental)
- Level: Intermediate
- CPEs: 16

Professional Development Units (PDUs)

- Credits: 14

Continuous Learning Points (CLPs)

Preparing High-Impact Audit Reports

- Credits: 16

American Council on Education™ (ACE) Recommendation

This credential has been successfully evaluated by the American Council on Education for college credit. It is recommended for a total of 1 college credits. For more information about ACE Learning Evaluations, visit www.acenet.edu.

Third-Party Certification Relationship

This course applies toward the DoD FM Certification Program.

Management Concepts Certificate Program Relationship

This is a core course in the following program(s):

- [FFMCP Auditing Associate Track](#)
- [FFMCP Auditing Master Track](#)

This is an elective course in the following program(s):

- [FFMCP Accounting Master Track](#)
- [FFMCP Financial Management Master Track](#)

Prerequisites

Suggested

- [Audit Boot Camp](#)
- [Auditing Fundamentals in the Federal Environment](#)

Pework

There is no pework required for this course.

Requirements for Successful Completion

Full (100%) attendance is expected and required. Successful completion of the course depends on full class attendance and active participation in individual and group exercises.

The final exam must be completed with a grade of 70% or higher.

Follow-On Resources

- [Federal Financial Statement Audits](#)

Preparing High-Impact Audit Reports

- [Performance Auditing](#)
- [Overview of GAO Requirements for Fraud Prevention, ERM, and Internal Control](#)
- [Managing for Success in a Performance Audit](#)

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Ready to Enroll?



See the most recent course information and scheduled classes at this link:
<https://www.managementconcepts.com/course/id/5802>



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