

Frequently Asked Questions

Course Title: Effective Audit Briefings, Status Meetings, and Presentations

Course #: 5804

Duration: 3 Days

Delivery Method: Instructor-led online (synchronous)

Alternative Delivery Methods: Instructor-led live classroom

1. What business or organizational need does this course address?

Learn to deliver effective audit briefings, status meetings, and presentations that support communication throughout the audit process, from entrance conferences and progress updates to exit conferences and requested presentations. In this course, you will build skills to organize audit information, tailor messages for different audiences, apply audit leadership principles, use briefing and presentation techniques, and communicate audit objectives, progress, findings, and recommendations clearly and confidently.

2. Who should attend?

This course is designed for auditors and audit professionals who want to build confidence and improve the quality and impact of their audit briefings, status meetings, and presentations. The course is appropriate for those who communicate audit objectives, progress, findings, recommendations, or other audit-related information to audit teams, agency leaders, auditees, or other stakeholders. It is also appropriate for those new to leading audit briefings and status meetings or those who need a refresher.

3. What will I learn how to do in this course?

- Explain how the audit environment includes effective audit briefings, status meetings, and presentations
- Evaluate the effectiveness of audit briefings, status meetings, and presentations for various audit-related audiences
- Plan audit briefings and presentations using the PATS framework and other practical tools
- Develop a strong presence that supports credibility, clarity, and confidence when communicating audit information
- Create engaging audit briefings and presentations using visuals, data, and storytelling elements
- Create and deliver audit briefings, status meetings, and presentations for auditees and other stakeholders using proven practices

4. What kinds of activities are included in this course?

Individual, small-group, and large-group exercises; lecture, discussion, case study, action planning

Frequently Asked Questions

5. Are there prerequisites for this course?

There are no prerequisites for this course.

6. Do I have to complete any prework for the course?

There is no prework required for this course.

7. Is this course applicable toward a professional certification?

No, this course is not applicable toward a professional certification. However, many Management Concepts courses do prepare you for professional certification programs. Click [here](#) to see a full list of professional certification programs that are supported by Management Concepts training courses.

8. Does this course count for credit toward a Management Concepts Certificate Program?

No, this course is not applicable toward a Management Concepts Certificate Program. However, many Management Concepts courses do count for credit toward a Management Concepts Certificate Program. Click [here](#) to see a full list of Management Concepts Certificate Programs.

9. What credits do I earn by completing this course?

The following credits are available for this course:

10. What course(s) do you recommend after I complete this course?

- [Leadership Skills for Auditing Organizations](#)
- Critical and Creative Thinking for Transformational Auditing
- [Keeping the Audit on Track: Critical Skills for Audit Managers](#)
- [Auditing Fundamentals in the Federal Government](#)
- [Audit Interviews: Skills for Success](#)
- [Key to Audit Success: Focus on Objectives](#)
- [Audit Boot Camp](#)
- [Preparing High-Impact Audit Reports](#)

11. What are Additional Features?

Most courses and training solutions have **Additional Features** designed to help every learner master and retain the concepts explored in the course. You can see which Additional Features are added to this course on the course page under the **Learning Objectives & Additional Features** tab – and for a more detailed exploration of our Additional Features, you can visit [this web page](#).