

**University of New Mexico  
Anderson School of Management  
Department of Accounting  
MGMT 553 – Internal Auditing**

**Spring Semester 2017– 3 credit hours**

**CRN # 49372 meets on Wednesday from 7:00 PM to 9:30 PM in ASM 1065.**

**Instructor:** Lola Neudecker, CPA, CIA, CGAP, CFE, CFF, CMA, CFM, CGMA

**Office:** To Be Determined

**Email:** [lneudeck@unm.edu](mailto:lneudeck@unm.edu)

**Phone Number:** 505 277-7650

**Office Hours:** Wednesday 5:30-6:45 PM or by appointment

**Course Catalogue Description:**

Internal auditing standards, risk assessment, governance, ethics, audit techniques, and emerging issues. The course will focus on the knowledge base and skill set required for the professional internal audit becoming increasingly visible across all industries.

**Student Learning Objectives/Outcomes:**

- Be able to discuss internal audit standards, guidelines, and emerging issues such as the new COSO model, Sarbanes Oxley and the new IPPF internal auditing standards.
- Be able to understand risks, controls, development of an audit program along with execution of fieldwork and the final audit report preparation and presentation.
- Develop skills necessary to be able to perform an internal audit and prepare an internal audit report.

**Required Textbooks and Materials:**

Internal Auditing: Assurance & Consulting Services, 3rd Edition: Urton Anderson, Mike Head, Sri Ramamoorti, Kurt Reding, Mark Salamasick, Cris Shreve, and Paul Sobel. ISBN 978-0-89413-740-2.

**Suggested Textbooks and Materials:**

Auditing & Systems Exam Questions and Explanations 19<sup>th</sup> Edition  
by Irvin N., Ph.D. Gleim, William A., Ph.D. Hillison, Grady M. Irwin

**Course Format:**

The course will be taught by lecture, guest speakers, discussion and questions. You should come to class fully prepared to discuss each week's assignment. I am always open to any questions you may have regarding the reading assignments, quizzes, or homework problems. Students' feedback indicates that the most effective way to study for this course is to read the material and attempt the problems before the material is presented in class.

I plan on inviting 1 or 2 guest speakers from the Albuquerque and surrounding area to give you the benefit of their experience, overall, and in their particular area of practice, such as, Government, Private

industry, and external providers of Internal Audit services. I will update you when these guest speakers are scheduled.

**Homework:** Homework assignments will be online with the online Gleim Professor-Led Assessment Quiz for Auditing and Systems. Each homework assignment will be 25 questions which are designed to cover the topics that will be tested on your quizzes. You will have the opportunity to complete 3 attempts and I will take your highest score as your grade for the assignment. I will be sending you an email that will provide instructions on how to log on and create a student account on the Gleim website for this class.

**Quizzes:** The quizzes will be 25 multiple choice or true/false questions that are each worth 2 points.

**Essay Assignments:** The essay assignments are the first three essay questions on the IIA's Internal Magazine scholarship webpage located at: <https://iaonline.theiia.org/scholarships>. The essays will be graded on correctness of grammar and spelling, ability to effectively communicate, the application of internal auditing concepts and best practices, the discussion of the topic, whether the discussion is persuasive, and the overall quality of the essay.

**Case Study:** The case study will be an internal audit case where you will read the case and develop the five elements of several audit findings. The case will be graded on the ability to correctly identify and write the five elements of a finding.

**Grading:**

Quiz 1	50
Quiz 2	50
Quiz 3	50
Quiz 4	50
Quiz 5	50
Quiz 6	50
Case Study	50
Essay Assignments	
3 @ 25 points each	75
Homework Assignments	
6 @25 points each	150
Class Participation and Attendance	<u>25</u>
<b>Total Points</b>	<b>600</b>

A+ 600 to 588	B+ 459 to 528	C+ 479 to 468	D+ 419 to 408	F <360
A 587 to 552	B 527 to 492	C 467 to 432	D 407 to 372	
A- 551 to 450	B- 491 to 480	C- 431 to 420	D- 371 to 360	

**Professionalism:**

It is expected that you will exhibit professionalism in this class Examples of professionalism or lack of professionalism are as follows:

**Professionalism:**

- Proactively learning the material and going above and beyond assignment requirements.
- Participating actively in class.
- Maintaining a positive, learning attitude.
- Attending class and being on time.
- Attending office hours for help.

**Lack of Professionalism:**

- Complaining or whining
- Using electronic devices in class for purposes other than note-taking

**Make-up exams and quizzes:**

Except in unusual and extreme circumstances (e.g. severe or prolonged illness, death in the family, etc.) which are cleared with me ahead of time, there will be no make-up exams. If there is a serious scheduling conflict, it is your responsibility to let me know well in advance. All students should plan on taking exams as scheduled and if a conflict exists, the make-up exam or quiz should be scheduled prior to the exam date.

**Class Attendance**

It is expected that you will attend every class. Recurring tardiness or repeated absences may be cause for removal from the class. If a guest speaker is scheduled, prompt attendance is important. However, life does happen, and students will receive consideration for one absence. Students who have unavoidable emergencies may receive consideration for the absence, depending on the circumstances. Students who anticipate the necessity of being absent from class due to the observation of a religious holiday must notify the instructor in writing by the second class meeting.

**Accommodation Statement:**

Accessibility Services (Mesa Vista Hall 2021, 277-3506) provides academic support to students who have disabilities. If you think you need alternative accessible formats for undertaking and completing coursework, you should contact this service right away to assure your needs are met in a timely manner.

**Academic Integrity:**

The University of New Mexico believes that academic honesty is a foundation principle for personal and academic development. All University policies regarding academic honesty apply to this course. Academic dishonesty includes, but is not limited to, cheating or copying, plagiarism (claiming credit for the words or works of another from any type of source such as print, Internet or electronic database, or failing to cite the source), fabricating information or citations, facilitating acts of academic dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, or tampering with the academic work of other students. The University's full statement on academic honesty and the consequences for failure to comply is available in the college catalog and in the Pathfinder.

**Cell Phones and Technology:**

As a matter of courtesy, please turn off cell phones, pagers, and other communication and entertainment devices prior to the beginning of class. Notify me in advance if you are monitoring an emergency, for which cell phone ringers should be switched to vibrate.

**Course Schedule:**

The course syllabus provides a general plan for the course; deviations may be necessary. It is your responsibility to stay apprised of changes in assignments, due dates, material to be covered, etc.

<b>Week</b>	<b>Date</b>	<b>Topic</b>	<b>Readings and Assignments</b>
1	1/18/17	Introductions, Syllabus Overview of UNM's Internal Audit Function	
2	1/25/17	Introduction to Internal Audit Audit Process and the COSO Model	Chapter 1, Essay #1 due
3	2/1/17	Risk Management, Audit Process and Audit Planning	Chapter 4
4	2/8/17	The International Professional Practices Framework	Chapter 2, Homework #1 due, Quiz #1
5	2/15/17	Business Risks and Processes	Chapter 5
6	2/22/17	Conducting the Assurance Engagement, 5 Elements of a Finding	Chapter 13
7	3/1/17	Introduction to the Engagement Process, Audit Evidence and Work papers	Homework #2 due, Quiz #2, Chapter 12, Chapter 10
8	3/8/17	Audit Sampling	Chapter 11
9	3/15/17		Spring Break (No Class)
	3/22/17	Communicating Assurance Engagement Outcomes and Performing Follow-up Procedures	Homework #3 due, Quiz #3, Chapter 14, Essay #2 due
10	3/29/17	Corporate Governance	Chapter 3
11	4/5/17	Internal Control	Homework #4, Quiz #4, Chapter 6
12	4/12/17	IT Risks and Controls, The Consulting Engagement	Chapter 7, Chapter 15
13	4/19/17	Fraud Risks and Controls	Homework #5 due, Quiz #5, Chapter 8
14	4/26/17	Managing the Internal Audit Function	Chapter 9, Case Study Due
15	5/3/17		Homework #6 due, Quiz #6
16	5/10/17		No Final Exam, Essay #3 due