# Internal Audit Practitioner Exam

## Syllabus Topics

### I. Internal Audit Attributes (IIA Standard 1000, 1100, 1200) 20%

1. **Recognize the elements of The IIA’s International Professional Practices Framework (IPPF)**
   - Explain the difference between assurance and consulting services provided by the internal audit activity
   - Define internal audit activity independence and an individual internal auditor’s objectivity, including determining whether an individual internal auditor has any impairments to his/her objectivity
   - Describe the knowledge and competencies that an internal auditor needs to possess to perform his/her individual responsibilities
   - Define due professional care and illustrate an individual internal auditor’s competency through continuing professional development

### II. Nature of Work (IIA Standard 2100) 20%

1. **Define fundamental concepts of risk and the effectiveness of risk management within processes and functions**
2. **Describe internal control concepts, types of controls, and globally accepted internal control frameworks**
3. **Identify the effectiveness and efficiency of internal controls**
4. **Recognize fraud risks, types of frauds, the potential for occurrence of fraud (i.e., red flags, etc.) and determine whether fraud risks require special consideration when conducting an engagement**

### III. Engagement Planning (IIA Standard 2200) 23%

1. **Identify relevant information (review previous audit reports and data, conduct walk-throughs and interviews, perform observations, etc.) as part of a preliminary survey of the engagement area**
2. **Define engagement objectives, evaluation criteria, and the scope of the engagement to assure identification of key risks and controls**
3. **Describe checklists and risk-and-control questionnaires as part of a preliminary survey of the engagement area**
4. **Identify a detailed risk assessment of each audit area, including evaluating and prioritizing risk and control factors**
5. **Recognize engagement procedures and the engagement work program including level of resources needed**

### IV. Engagement Work (IIA Standard 2300) 25%

1. **Recognize the relevance, sufficiency, and reliability of evidence for workpapers and documentation to support conclusions and engagement results**
2. **Recognize the risk implications and relevant controls of common business processes (human resources, procurement, product development, sales, marketing, logistics, management of outsourced processes, etc.)**
3. **Describe computerized audit tools and techniques (data mining and extraction, continuous monitoring, automated workpapers, embedded audit modules, etc.)**
4. **Identify appropriate analytical approaches and process mapping techniques (process identification, workflow analysis, process map generation and analysis, spaghetti maps, RACI diagrams, etc.)**
5. **Identify appropriate sampling (random, judgment, discovery, etc.) and statistical analysis techniques**
6. **Differentiate common performance measures (financial, operational, qualitative vs. quantitative, productivity, quality, efficiency, effectiveness, etc.) and financial analysis (horizontal and vertical analysis and ratios related to activity, profitability, liquidity, leverage, etc.)**

### V. Engagement Communication (IIA Standard 2400) 12%

1. **Recognize communication quality (accurate, objective, clear, concise, constructive, complete, and timely) and elements (objectives, scope, conclusions, recommendations, and action plan)**
2. **Discuss recommendations to enhance and protect organizational value**
3. **Describe engagement communication (preliminary, interim reporting, conclusions) with appropriate parties**