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IIA Training 2019-20

Learn From The Leader

ALL PLATFORMS OPEN

The Institute of Internal Auditors
In-person training is located conveniently throughout the U.S. all year long. It is hands-on, interactive, in-depth training with seasoned instructors who share real-world experience, reveal leading practices and techniques, and facilitate immersive peer-to-peer knowledge sharing.

Online training gives you greater flexibility with the convenience of learning from your office or other preferred location. These real-time, interactive courses are scheduled in short sessions over multiple days to cater to your busy schedule.

OnDemand training allows you to learn at your own pace, at any time, and in any location. Many courses are available on a wide variety of topics, ranging from practical guidance on onboarding new staff to risk management for experienced leaders.

On-site training offers the opportunity to train your whole team with a tailored program that meets your needs at your location. From interactive classroom sessions, online access for remote staff, or any combination of both, an IIA consultant can identify a professional development plan for your team.

You are challenged to keep up with ever-changing risk, while establishing yourself as a trusted advisor. Training and education play a critical role in your success. The IIA’s 2019–20 Training Catalog is here as a trusted resource to support your professional development plan.

If you or your team needs practical, high-impact training on topics like data analysis, communication, risk management, internal controls, and more, The IIA can help. As the recognized authority and principal educator for the internal audit profession, we are here to provide comprehensive and relevant training to keep you up to speed.

Use this catalog as a guide to build your annual development plan. You can search by category, delivery method, and course delivery date. It’s a great resource to keep at your desk. You can also access and bookmark the catalog online at www.theiia.org/2019-20IIATraining.

GROUP TRAINING SOLUTIONS

Organizations with a need to train multiple team members can take advantage of group training solutions through The IIA. Our Group Training Solutions consultants will deliver a training program based on your organization’s priorities, the needs of your staff, and the learning objectives you set.

Your group training solutions consultant can group training packages that bundle all training: In-person, Online, and OnDemand, as well as CIA exam preparation. We can provide a package with savings and convenience to support your entire team’s individual skills and needs.

Group Training Solutions help you control costs and reduce your staff’s downtime by bringing The IIA’s industry-leading training to you.

For a complimentary consultation, contact us at +1-407-937-1388 or TeamDevelopment@theiia.org or visit www.theiia.org/IIAGroupTraining.
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**Note:** All courses and dates are subject to change without notice.

**The IIA's 2019–20 course schedule** can be found in the gatefold insert in the center of this guide. Please refer to it to schedule your training.
TOOLS & TECHNIQUES I:
NEW INTERNAL AUDITOR

FOR: PRACTITIONERS / LEVEL: BASIC

DESCRIPTION:
Learn the basics of auditing at the new internal auditor level. This course provides an overview of the life cycle of an audit from a new internal auditor’s perspective, while examining the internal control environment and audit governance.

TOPICS INCLUDE:
- Defining the phases of an audit life cycle
- Interviewing and communication skills
- Developing documentation, including audit reports
- Performing an audit risk assessment and walk-through of internal controls
- Utilizing sampling and data analysis in fieldwork
- Developing audit observations and findings

RELATED TITLES:
- Beyond the Basics: Essential Skills and Practices
- Fundamentals of IT Auditing
- Tools & Techniques II: Lead Auditor
- Tools & Techniques III: Audit Manager

CPEs 32
DURATION: 4 DAYS
IN-PERSON ON-SITE

TESTIMONIALS:

“I learned a lot of new material that I will be able to apply at work.”

“Very informative and helpful...leaving with a better understanding of internal audit.”

“The instructor was one of the best I have ever had...extremely knowledgeable, providing real-world examples and application!”
ETHICS FOR INTERNAL AUDITORS

FOR: PRACTITIONERS, MANAGERS
LEVEL: BASIC

DESCRIPTION:
The primary focus of this course is to provide you with an overview of ethics and how the Code of Ethics, Principles, and Rules of Conduct apply to internal audit.

RELATED TITLE:
• Code of Ethics Conformance

IIA-certified individuals are required to earn two of their CPE/CPD credits in ethics. The IIA continues to develop more courseware to support this requirement. Take advantage of the Ethics for Internal Auditors and Code of Ethics Conformance OnDemand courses to maintain your certification, and be on the lookout for more IIA ethics training.

CODE OF ETHICS CONFORMANCE

FOR: PRACTITIONERS, MANAGERS
LEVEL: BASIC

DESCRIPTION:
The primary focus of this course is to provide you with an introduction to Code of Ethics conformance for internal auditors.

RELATED TITLE:
• Ethics for Internal Auditors
FUNDAMENTALS OF INTERNAL AUDITING

FOR: PRACTITIONERS
LEVEL: BASIC

DESCRIPTION:
If you are new to internal auditing and looking for a solid foundation as you enter the profession, this course is the perfect first step for you to become proficient in your new role. Think of it as your road map to understanding the fundamental concepts and knowledge that will help you succeed in the world of internal auditing. During this course, you will learn about the professional standards, frameworks, and competencies you need to become competent in the profession, as well as the various career paths available to you as an internal auditor.

RELATED TITLES:
• COSO-based Internal Auditing
• The Standards of Internal Audit
• Tools & Techniques I: New Internal Auditor

BEYOND THE BASICS: ESSENTIAL SKILLS AND PRACTICES

FOR: PRACTITIONERS
LEVEL: INTERMEDIATE

DESCRIPTION:
This course is designed for internal auditors with 1–5 years of experience who are proficient in the foundational elements of internal auditing and now need to move to the next level, adding value and providing future-focused insight when performing audit engagements. In this course, you will learn essential skills and practices, such as employing critical thinking to apply key IPPF guidance principles to internal audit challenges, as well as identifying opportunities to improve the efficiency and effectiveness of the internal audit process with process improvement techniques and innovation.

RELATED TITLES:
• Advanced Risk-based Auditing
• Fundamentals of IT Auditing
• Tools & Techniques II: Lead Auditor
AUDIT REPORT WRITING

FOR: PRACTITIONERS
LEVEL: BASIC

DESCRIPTION:
Persuasive communication is an essential skill high atop CAEs’ and stakeholders’ lists of desired traits for internal auditors at all levels. High-quality audit reports are a key communication tool. This hands-on course will allow you to focus on the content, organization, and structure of audit reports, and uses case study activities to allow you to apply the basics of audit report writing.

RELATED TITLES:
• Audit Evidence and Workpapers
• Audit Report Quality
• Audit Reports – Communicating Assurance Results

OPERATIONAL AUDITING: INFLUENCING POSITIVE CHANGE

FOR: MANAGERS
LEVEL: INTERMEDIATE

DESCRIPTION:
Organizations are reshaping their strategies to achieve sustainable business growth in new ways and seek value creation through improved operational performance. In this course, you will explore current and emerging business trends and issues across industry sectors, and discover that operational auditing plays an important role in today’s business environment.

RELATED TITLES:
• Analyzing and Improving Business Processes
• Root Cause Analysis for Internal Auditors
ANALYZING AND IMPROVING BUSINESS PROCESSES

FOR: PRACTITIONERS
LEVEL: BASIC

DESCRIPTION:
Internal auditors are constantly searching for better tools and techniques for business process analysis. This course provides you with methods that can be used in any process analysis engagement and opportunities to apply these methods to real-world scenarios. Learn to conduct analyses at a holistic level — considering the customer and focusing on the associated objectives and risks — to find ways to create efficiencies, analyze work being conducted, or provide better customer service.

RELATED TITLES:
• Operational Auditing: Influencing Positive Change
• Root Cause Analysis for Internal Auditors

DURATION: 2 DAYS
IN-PERSON ON-SITE

FINANCIAL AUDITING FOR INTERNAL AUDITORS

FOR: PRACTITIONERS, MANAGERS
LEVEL: INTERMEDIATE

DESCRIPTION:
For internal auditors and managers who want to understand and expand their roles related to financial reporting, as well as those who simply need a refresher on financial accounting, this course is the ideal way to get up to speed. You will explore concepts that go beyond basic accounting and learn how key business processes relate to financial statements, the impact of technology on financial auditing, and how to recognize “red flags” in financial statement reporting.

RELATED TITLES:
• Catching the Bad Guys: Fraud Auditing for Internal Auditors
• FCPA: Anti-corruption Overview
• Fraud Detection, Deterrence, and Incident Response for Internal Auditors

DURATION: 2 DAYS
IN-PERSON ON-SITE
ROOT CAUSE ANALYSIS FOR INTERNAL AUDITORS

FOR: PRACTITIONERS, MANAGERS / LEVEL: INTERMEDIATE

DESCRIPTION:
This course will provide you with key root cause analysis tools and techniques that can be utilized in the planning, fieldwork, and reporting phases of an internal audit — to enhance audit effectiveness, strengthen audit observations reported, and facilitate deeper discussions with management on issues identified. You will have the opportunity to practice and apply the skills learned during the course through a case study and exercises, which should enable you to integrate the tools and techniques into your audit engagement activities.

RELATED TITLES:
• Analyzing and Improving Business Processes
• Audit Report Writing

DURATION: 2 DAYS  
16 CPEs
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EXECUTIVE DEVELOPMENT

VISION UNIVERSITY

FOR: EXECUTIVES / LEVEL: ADVANCED

DESCRIPTION:
Join your executive-level colleagues at Vision University, an immersive executive development experience. Vision University provides you with strategies, best practices, and tools to help you strengthen your audit team and inspire peak performance. This course is highly suited for new and aspiring CAEs or experienced executives who are looking to refresh and extend their capabilities. The program is facilitated by expert instructors who will guide you and your peers to meet today’s internal auditing challenges.

THIS PROGRAM INCLUDES:
• Proven solutions for real problems, delivered through presentations and small group discussions.
• Ideas and knowledge from expert instructors and guest speakers.
• Techniques to elevate you and your internal audit function to the role of trusted advisor.
• Opportunities to network and build lasting relationships with top executives of major corporations and notable leaders in our profession.

For more information on how to apply for Vision University, please contact VisionU@theiia.org.

RELATED TITLES:
• Auditing Culture: Challenges and Proven Techniques
• Breaking Down the Standards for the CAE
• Leadership Skills for Auditors
• Leveraging and Influencing Generational Differences
• Organizational Political Pressure

TESTIMONIAL:
“It helped me be a better leader for my internal audit department.”
# TOOLS & TECHNIQUES II: LEAD AUDITOR

**FOR:** PRACTITIONERS  /  **LEVEL:** INTERMEDIATE

## DESCRIPTION:

*Gain insight* at the lead auditor level. This course helps you develop the organizational, time management, and problem solving skills necessary to lead a successful team, while examining the life cycle of an audit from a lead auditor’s perspective. This course is designed for internal auditors with 2–4 years of experience who want to learn the concepts, tools, and techniques to enhance their effectiveness and transition into a lead auditor role.

## TOPICS INCLUDE:

- Communicating with audit staff
- Defining audit scope, objectives, hours, resources, and key activities
- Prioritizing workload and managing efficient use of resources
- Reviewing audit evidence and workpapers
- Becoming an effective leader
- Leading audit staff

## RELATED TITLES:

- Enterprise Risk Management: A Driver for Organizational Success
- Fundamentals of IT Auditing
- Tools & Techniques I: New Internal Auditor
- Tools & Techniques III: Audit Manager

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<th>DURATION: 4 DAYS</th>
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# Tools & Techniques III: Audit Manager

**FOR:** Managers / **LEVEL:** Intermediate

## Description:
Learn the essential skills required at the audit manager level. This course provides new managers with the tools needed to manage efficiently and effectively in an internal auditing environment, while examining the life cycle of an audit from an audit manager’s perspective.

## Topics Include:
- Communicating with the CAE, board of directors, and audit committee
- Preparing a value-added audit program
- Developing a strategy for presenting audit findings and recommendations
- Developing management leadership skills
- Understanding the difference between managing and leading
- Managing relationships
- Managing conflict and change
- Marketing internal audit

## Related Titles:
- Advanced Risk-based Auditing
- Enterprise Risk Management: A Driver for Organizational Success
- Fundamentals of IT Auditing
- Leadership Skills for Auditors
BUILDING A SUSTAINABLE QUALITY PROGRAM

FOR: MANAGERS
LEVEL: INTERMEDIATE

DESCRIPTION:
Building an effective quality assurance and improvement program (QAIP) is similar to establishing a total quality management program, where products and services are analyzed to verify they meet stakeholder expectations, operations are evaluated to determine their efficiency and effectiveness, and practices are assessed to confirm their conformance to standards. This course will help you learn how to build and maintain an effective QAIP, leading to a successful external quality assessment.

RELATED TITLE:
• Performing an Effective Quality Assessment

CONSTRUCTION ACTIVITY: AUDIT STRATEGIES

FOR: PRACTITIONERS
LEVEL: INTERMEDIATE

DESCRIPTION:
Capital construction projects can create significant exposure for organizations that may be unaware of the risks associated with excessive costs, project delays, and quality issues. This course reviews detailed audit strategies to address risk and exposure in each phase of the life cycle, with emphasis on construction project delivery and compensation methodologies.
PERFORMING AN EFFECTIVE QUALITY ASSESSMENT

FOR: PRACTITIONERS, MANAGERS / LEVEL: INTERMEDIATE

DESCRIPTION:
An organization’s quality monitoring must keep pace with its evolution as a whole. To ensure consistent quality in a dynamic environment, internal audit’s QAIP (quality assurance and improvement program), encompassing both internal and external assessments, can provide evidence to stakeholders that internal audit is efficient, effective, and adding value. This course will provide you with the appropriate knowledge and skills to plan, perform, and evaluate the results of an external quality assessment case study. You will also learn about the processes and tools in the IIA Quality Assessment Manual (QA Manual) that can help you identify opportunities to improve your internal audit quality activities.

RELATED TITLE:
• Building a Sustainable Quality Program
AUDIT MANAGEMENT COURSES:

- Audit Reports – Communicating Assurance Results
- Breaking Down the Standards for The CAE
- Building a Sustainable Quality Program
- Construction Activity: Audit Strategies
- Developing Effective Audit Work Programs
- Organizational Political Pressure
- Performing an Effective Quality Assessment
- Tools & Techniques II: Lead Auditor
- Tools & Techniques III: Audit Manager
CIA EXAM PREPARATION — PART I:
ESSENTIALS OF INTERNAL AUDITING

FOR: PRACTITIONERS / LEVEL: BEGINNER

DESCRIPTION:
The Certified Internal Auditor® (CIA®) credential is the only globally accepted professional certification for internal auditors and remains the standard by which individuals demonstrate their competency and professionalism in the internal audit field. This CIA exam preparation course provides CIA candidates, internal auditors seeking professional development, and students in accounting, business, or financial degree programs with a comprehensive review of the first part of the CIA exam. Taking this course prepares an internal auditor to take Part 1 of the three-part CIA exam, and, upon successfully passing the exam, apply for the Internal Audit Practitioner designation.

RELATED TITLES:
- CIA Exam Preparation — Part 2: Practice of Internal Auditing
- CIA Exam Preparation — Part 3: Business Knowledge for Internal Auditing
- CGAP Exam Prep Program
- The Standards of Internal Audit
- Tools & Techniques I: New Internal Auditor

Now aligned with the 2019 updated edition of the International Professional Practices Framework® (IPPF®). These materials cover the entire global CIA exam syllabus, and allow you to create a customized SmartStudy™ plan that's mobile-optimized, so you can study anywhere, at any time.
CGAP EXAM PREP PROGRAM

FOR: PRACTITIONERS / LEVEL: BEGINNER

DESCRIPTION:
This four-course, self-study program prepares you to sit for the Certified Government Audit Professional® (CGAP®) Exam. The program is based on source materials from The IIA, as well as the latest expertise on the roles and expectations of government auditors in the current era of enhanced accountability in the public sector.

THE CGAP EXAM PREP PROGRAM COMPRISSES:
• Domain I: Standards, Governance, and Risk and Control Frameworks
• Domain II: Government Auditing Practice
• Domain III: Government Auditing Skills and Techniques
• Domain IV: Government Auditing Environment

RELATED TITLE:
• CGAP Exam Review Courses

CPEs 16
DURATION: 2 DAYS
ONDEMAND
ON-SITE

BENEFITS INCLUDE:
• Certifications and Qualifications. Develop your career by earning professional internal audit credentials with member savings.
• Complimentary CPE Reporting. Report your CPEs and maintain your certification with no annual fees.
• Training and Events. Take advantage of special discounts for conferences and training events along with complimentary monthly members-only webinars with CPE credit.
• Publications. Access the leading publication covering the internal audit profession, Internal Auditor magazine, as well as newsletters, blogs, and more.

MEMBERSHIP MEANS MORE.
As a member of The IIA, you receive exclusive access to the premier standards-setting and guidance-producing organization for the internal audit profession. Your membership benefits can save you money through discounts on internal audit training and materials.

The IIA offers multiple membership types to fit your professional and career goals, and groups of three or more individuals can get a Group Membership and save even more. Connect with more than 200,000 worldwide members of The IIA by joining today at www.theiia.org/Join.
FRAUD DETECTION, DETERRENCE, AND INCIDENT RESPONSE FOR INTERNAL AUDITORS

FOR: PRACTITIONERS / LEVEL: INTERMEDIATE

DESCRIPTION:
For many auditors, management’s anti-fraud expectations exceed the audit team’s capability to deliver. Result: a challenging gap to fill and difficult decisions to be made regarding the application of scarce resources and management of stakeholder expectations. This program will show you how to close that gap. You will learn a comprehensive anti-fraud response that will fit in any organizational setting, as well as discover how to build a tailored battle plan for fighting fraud. Step-by-step instructions will allow you to meet and exceed your professional obligations to objectivity and independence while leading management through what it must do to foster an anti-fraud environment.

RELATED TITLES:
- Assessing Fraud Risks
- Auditing Culture: Challenges and Proven Techniques
- Catching the Bad Guys: Fraud Auditing for Internal Auditors
- Cybersecurity Auditing in an Unsecure World
- FCPA: Anti-corruption Overview
- Risk Fraud and Illegal Acts

FRAUD COURSES:
- Catching the Bad Guys: Fraud Auditing for Internal Auditors
- FCPA Anti-corruption Overview
- Fraud Detection and Investigation for Government Auditors
- Fraud Detection and Investigation for Internal Auditors
- Risk Fraud and Illegal Acts
COSO INTERNAL CONTROL CERTIFICATE

FOR: PRACTITIONERS, MANAGERS
LEVEL: INTERMEDIATE

DESCRIPTION:
This course offers you a unique opportunity to develop expertise in designing, implementing, and conducting an internal control system. This 25.5-credit program takes you through the COSO Internal Control – Integrated Framework (Framework) from start to finish and, through the use of real-world scenarios, allows you to understand the principles-based approach, identify and analyze risks, develop confidence in the internal control system, and learn from experts as well as share your experiences with your peers. Upon completion of the course, you will be eligible to sit for the exam and earn your COSO Internal Control Certificate.

RELATED TITLES:
• COSO-based Auditing: Auditing for Control Activities
• COSO-based Auditing: Overview
• COSO-based Auditing: Risk Assessment
• COSO-based Internal Auditing

COSO-BASED INTERNAL AUDITING

FOR: PRACTITIONERS, MANAGERS
LEVEL: INTERMEDIATE

DESCRIPTION:
COSO’s landmark frameworks, Internal Control – Integrated Framework (2013) and Enterprise Risk Management – Integrated Framework (2017), offer guidance to ensure effective controls and proficient risk management. These frameworks can contribute value to strategic business planning, governance, and executing, monitoring, and adapting processes for any organization. This course provides an opportunity for you to develop the level of understanding of the COSO frameworks needed to carry out your role and responsibilities. You will explore how to leverage the COSO frameworks in their audit process through various activities.

RELATED TITLES:
• COSO-based Auditing: Auditing for Control Activities
• COSO-based Auditing: Overview
• COSO-based Auditing: Risk Assessment
• COSO Internal Control Certificate
COSO ENTERPRISE RISK MANAGEMENT CERTIFICATE PROGRAM

DESCRIPTION:
The complexity of enterprise risk has changed, new risks have emerged, and managing this has become everyone’s responsibility. The new COSO Enterprise Risk Management Certificate offers you the unique opportunity to learn the concepts and principles of the newly updated ERM Framework and be prepared to integrate the framework into your organization’s strategy-setting process to drive business performance.

IN-PERSON WORKSHOP
The in-person workshop offers a combination of self-study pre-work and a two-day live training session to provide the knowledge necessary to understand and apply COSO’s Enterprise Risk Management—Integrating with Strategy and Performance.

SELF-STUDY OPTION
The self-study option offers seven self-paced modules to complete from the location of your choice.

RELATED TITLES:
- COSO-based Auditing: Auditing for Control Activities
- COSO-based Auditing: Overview
- COSO-based Auditing: Risk Assessment
- COSO-based Internal Auditing
- COSO-based Internal Control Certificate
**UPDATED**

**FUNDAMENTALS OF RISK-BASED AUDITING**

**FOR:** PRACTITIONERS

**LEVEL:** BASIC

**DESCRIPTION:**

This course provides the fundamental knowledge needed to become effective in performing risk-based internal audits. Foundational concepts such as the nature of risk, risk sources and categories, risk appetite and tolerances, and risk frameworks are provided to help you understand their application to the audit engagement. This course is designed for internal auditor practitioners who want to learn the principles and concepts of risk and risk management, as well as the tools and techniques used to perform a risk-based audit.

**RELATED TITLES:**

- Advanced Risk-based Auditing
- COSO Enterprise Risk Management Certificate Program
- Enterprise Risk Management: A Driver for Organizational Success
- Risk Management

**DURATION:** 2 DAYS

**CPEs:** 16

**ONLINE**

**IN-PERSON**

**ON-SITE**

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**UPDATED**

**ADVANCED RISK-BASED AUDITING**

**FOR:** PRACTITIONERS, MANAGERS

**LEVEL:** INTERMEDIATE

**DESCRIPTION:**

This course provides participants with the knowledge to develop an audit universe and risk-based internal audit plan. This course also addresses emerging and advanced risk management topics such as governance risk, strategic risk, fraud risk, information technology risk, and auditing the risk management process. Be prepared to walk away with concepts and tools to develop a value-added, risk-based audit plan for your organization. This course is designed for senior internal audit practitioners and audit managers who want to build on their knowledge and increase their value to the organization by developing effective risk-based audit plans that address emerging risks.

**RELATED TITLES:**

- COSO Enterprise Risk Management Certificate Program
- Enterprise Risk Management: A Driver for Organizational Success
- Fundamentals of Risk-based Auditing
- Risk Management

**DURATION:** 2 DAYS

**CPEs:** 16

**ONLINE**

**IN-PERSON**

**ON-SITE**
ENTERPRISE RISK MANAGEMENT: A DRIVER FOR ORGANIZATIONAL SUCCESS

FOR: PRACTITIONERS, MANAGERS / LEVEL: INTERMEDIATE

DESCRIPTION:
ERM is not a process, a tool, a department, or a list of risks — it is how an organization makes better business decisions. COSO recently updated the ERM Framework with increased emphasis on recognition that risk management is fundamental for an organization to align its actions with its strategy. ISO also recently finished updating its Standard 31000. With the advent of these two significant updates, it is time to reconsider the foundations of risk and risk management.

TOPICS INCLUDE:
- Strategy and objective setting
- Performance – Identifying and assessing risks
- Performance – Risk responses
- Information, communication, and reporting
- Governance and culture
- Review and revision

RELATED TITLES:
- Advanced Risk-based Auditing
- COSO Enterprise Risk Management Certificate Program
- Fundamentals of Risk-based Auditing
- Risk Management
AUDITING CULTURE:
CHALLENGES AND PROVEN TECHNIQUES

FOR: PRACTITIONERS, MANAGERS / LEVEL: INTERMEDIATE

DESCRIPTION:
Systemic cultural deficiencies are often at the root of unethical behavior and underpin the kinds of practices that have caused major corporate scandals in recent years. One study states that over 90 percent of CEOs and CFOs see culture as critical and believe that improving it would increase organizational value. Culture proves difficult to audit because it is intangible and defies traditional audit methods, but it can be done. This course offers proven methods and techniques to adapt to your organization.

RELATED TITLES:
• Tools & Techniques II: Lead Auditor
• Tools & Techniques III: Audit Manager

Register early and save! The IIA delivers quality internal audit training in a variety of ways, including in-person, online, on-site, and on-demand. Members gain added savings; access tools, guidance, and publications; and build local to global networks. Learn more about training savings at www.theiia.org/Training.
## GOVERNANCE, RISK, AND CONTROL COURSES:

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Professional Development 25
THE EFFECTIVE AUDITOR: UNDERSTANDING AND APPLYING EMOTIONAL INTELLIGENCE

FOR: PRACTITIONERS, MANAGERS, EXECUTIVES
LEVEL: INTERMEDIATE

DESCRIPTION:
Auditors need specific technical skills to be successful in their jobs, but that’s only half the picture. They must be able to deal with all kinds of people, too. In this course, you will learn to improve your effectiveness by identifying the communication style of others, allowing you to tailor your delivery to their method of receiving, use empathy to build engagement with team members, improve your listening skills to uncover hidden information, and enhance your emotional intelligence to increase your communication effectiveness.

RELATED TITLES:
- Communication Basics
- Communication Skills for Auditors

CRITICAL THINKING IN THE AUDIT PROCESS

FOR: PRACTITIONERS, MANAGERS

DESCRIPTION:
This course demonstrates how critical thinking can be weaved throughout key elements of the audit process such as risk assessment, interviewing, testing and analysis, process documentation, and reporting. Critical thinking is disciplined thinking that is clear, rational, open-minded, and informed by evidence, which makes it ideally suited for application in an audit setting. The critical thinking concepts and practices presented are designed to enhance audit effectiveness and deliver measurable value to audit customers that win internal audit a seat at the table for key business decisions.

RELATED TITLES:
- The Effective Auditor: Understanding and Applying Emotional Intelligence
- Leadership Skills for Auditors
LEADERSHIP SKILLS FOR AUDITORS

FOR: MANAGERS / LEVEL: INTERMEDIATE

DESCRIPTION:
Learn tools and techniques for cultivating and maintaining an effective and efficient team, while staying motivated and productive through the entire audit process. Experienced facilitators will utilize various teaching methods and provide valuable input on understanding human behavior, helping you focus on the needs of individuals and improve communication abilities within an audit team as well as with stakeholders.

RELATED TITLE:
• The Effective Auditor: Understanding and Applying Emotional Intelligence
LEVERAGING AND INFLUENCING GENERATIONAL DIFFERENCES

FOR: MANAGERS, EXECUTIVES / LEVEL: INTERMEDIATE

DESCRIPTION:
This course cultivates the best in millennials and other generations by showing you how to embrace and leverage generational differences within your organization as they relate to the audit function. Special focus is placed on how millennials and other generations affect succession planning and organizational performance. You will learn key strategies to produce quality outcomes within an age-diverse audit staff.

RELATED TITLES:
• The Effective Auditor: Understanding and Applying Emotional Intelligence
• Tools & Techniques III: Audit Manager
SOFT SKILLS COURSES:

- Assurance Engagement Communications
- Audit Interviews
- Audit Report Quality
- Audit Report Writing
- Communication Basics
- Communication Skills for Auditors
- Critical Thinking: An Essential Skill for Internal Audit Success
- Critical Thinking in the Audit Process
- The Effective Auditor: Understanding and Applying Emotional Intelligence
- Leadership Skills for Auditors
- Leveraging and Influencing Generational Differences
- Organizational Political Pressure
- Root Cause Analysis for Internal Auditors
CYBERSECURITY AUDITING IN AN UNSECURE WORLD

FOR: PRACTITIONERS, MANAGERS, EXECUTIVES / LEVEL: BASIC

DESCRIPTION:
Cybersecurity issues present grave risks beyond IT security. A severe breach can be costly enough to sink a company or substantially impact its shareholder value, oust its leadership, potentially bury its reputation, and worse. Developed by leading industry experts, this course views cybersecurity from preventive, detective, and corrective angles, and applies audit processes and protections to the cloud and today’s ever-present mobile devices.

RELATED TITLES:
- Application Controls
- Application Security
- Auditing IT Governance
- Audit Recovery Processes
- Fundamentals of IT Auditing

DURATION: 2 DAYS  
CPEs: 16
IT GENERAL CONTROLS

FOR: PRACTITIONERS, MANAGERS, EXECUTIVES / LEVEL: BASIC

DESCRIPTION:
IT general controls apply to all systems components, processes, and data for a given organization or systems environment. In this course, you will learn about IT general control concepts and how to apply them to your audit process. This is an interactive course for auditors in all sectors and at all career stages who are interested in gaining insight into IT general controls.

RELATED TITLES:
- COSO Internal Control Certificate
- Cybersecurity in an Unsecure World
- Fundamentals of IT Auditing
TECHNOLOGY

FUNDAMENTALS OF IT AUDITING

FOR: PRACTITIONERS, MANAGERS, EXECUTIVES
LEVEL: BASIC

DESCRIPTION:
The continued advent of technology means that to be fully effective and focused on the areas of greatest return, auditors can no longer afford to ignore IT auditing. Auditors, even those without a technical background, can and should develop knowledge of basic IT audit concepts that can be used to facilitate integrated audits. After this course, internal auditors will be able to perform an audit of IT applications supporting key business processes and perform a risk assessment and evaluation of controls over end-user computer applications.

RELATED TITLES:
• Application Controls
• Application Security
• Auditing IT Governance
• Cybersecurity Auditing in an Unsecure World
• End-user Computing
• Logical Security: Application, Database, and Operating System Layers
• Logical Security: The Network Layer

DATA ANALYSIS AND SAMPLING

FOR: PRACTITIONERS, MANAGERS, EXECUTIVES
LEVEL: INTERMEDIATE

DESCRIPTION:
Suitable for practitioners in both the public and private sectors, this course explores the challenges in selecting the most appropriate sampling methods, calculating and adjusting sample size, and integrating this knowledge into audit planning and reporting. It will also review properly reducing large data sets down to critical subsets based on risk or importance, determining which sampling method is most appropriate depending on the situation, and estimating sample size to get the most information at the lowest cost.

RELATED TITLES:
• Data Analysis for Internal Auditors
• Defining Populations for Data Analytics
• Implementing Data Analytics in Internal Audit
• Understanding and Auditing Big Data
DATA ANALYSIS FOR INTERNAL AUDITORS

FOR: PRACTITIONERS, MANAGERS, EXECUTIVES / LEVEL: INTERMEDIATE

DESCRIPTION:
Executing a cost-effective and value-add audit requires an understanding of population analysis. Without this knowledge, you run the risk of spreading your resources and your sampling over low-risk subsets of the population. This could result in crucial data not being collected. In this course, you will learn when and how to use population analysis in the planning phase of the audit and how to identify subsets of the population that behave differently from a benchmark data set.

RELATED TITLES:
• Data Analysis and Sampling
• Data Analytics Essentials
• Defining Populations for Data Analytics
• Implementing Data Analytics in Internal Audit
• Understanding and Auditing Big Data
IMPLEMENTING DATA ANALYTICS IN INTERNAL AUDIT

FOR: PRACTITIONERS, MANAGERS
LEVEL: INTERMEDIATE

DESCRIPTION:
Data analytics programs can provide the opportunity for an audit function to add value to their organization, while enhancing assurance for audits, fraud detection, and Sarbanes-Oxley testing. It is also an excellent basis for fraud detection programs, allowing audit and fraud teams to identify potential fraud without having to “sample” large quantities manually to detect fraud and fraud patterns. However, implementing an effective program can pose a significant challenge. This course lays the groundwork of how to develop a functional data analytics program.

DURATION: 2 DAYS
CPES: 16
ON-SITE

RELATED TITLES:
• Data Analysis and Sampling
• Data Analysis for Internal Auditors
• Understanding and Auditing Big Data

STATISTICAL SAMPLING FOR INTERNAL AUDITORS

FOR: PRACTITIONERS, MANAGERS, EXECUTIVES
LEVEL: INTERMEDIATE

DESCRIPTION:
Knowing which method of sampling is most appropriate for different situations, estimating the sample size needed to provide the desired confidence level, and assigning sample size strategically to get the most information at the lowest cost are critical steps to executing a successful audit. This course, appropriate for public and private sector auditors, covers methods of random sampling and non-random selection, adjusting for population size and resource constraints, how to combine results and extrapolate, and what to report.

DURATION: 2 DAYS
CPES: 16
IN-PERSON ONLINE ON-SITE

RELATED TITLES:
• Data Analysis and Sampling
• Data Analysis for Internal Auditors
• Defining Populations for Data Analytics
TECHNOLOGY COURSES:

- Application Controls
- Application Security
- Audit Recovery Processes
- Auditing IT Governance
- Auditing Systems in Development
- CAATs, Data Mining, and Other Internal Audit Activities
- Cybersecurity Auditing in an Unsecure World
- Data Analysis and Sampling
- Data Analysis for Internal Auditors
- Data Analysis Overview
- Data Sampling
- Defining Populations for Data Analytics
- End-user Computing
- Fundamentals of IT Auditing
- IIA Onboarding Suite: Data Analytics Essentials
- Implementing Data Analytics in Internal Audit
- IT General Controls
- Logical Security: Application, Database, and Operating System Layers
- Logical Security: The Network Layer
- Statistical Sampling for Internal Auditors
- Understanding and Auditing Big Data
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