Consulting: Activities, Skills, Attitudes

About This Course

Course Description
There are distinct activities that characterize consulting. If you’re a consultant, chances are you already engaged in those activities. But are you getting the results you want?

Auditors at all levels will discover the consulting skills that are central to the current definition of internal auditing for adding value and assessing effectiveness of risk management, controls, and governance processes and what activities and outcomes distinguish consulting from traditional auditing.

Through small and large group exercises and other activities, this course will help you master key consulting skills and tailor consulting outcomes to your audit environment.

Course Objectives
- Identify distinctions between consulting and traditional auditing.
- Examine the types and range of consulting services.
- Engage in the activities that characterize consulting and develop skills for these activities.
- Use various consulting tools.
- Discuss issues in consulting in your own environment.
- Assess your organization’s readiness for consulting and your individual skills for consulting.
Course Topics

**Internal Auditing in the Present and the Future**
- The current definition of internal auditing
- The role of consulting in internal auditing
- Consulting, independence, and objectivity

**Consulting Activities, Tools, Services, and Skills**
- Overview of key consulting activities and outcomes
- Classification of consulting services
- Assessment of activities and tools of consulting
- The consulting-skills matrix
- Assessment of consulting skills

**Marketing of Services**
- Definition of marketing
- Internal audit’s market identity
- Marketing communications
- Description of internal audit services

**Project Assessment**
- Project assessment tools

**Proposals and Agreements**
- Proposal and presentation development
- Fees for consulting services
- Types of contracts

**The Consulting Project**
- Adaptation of auditing tools to consulting
- Progress reporting and communications
- Ethical issues in consulting

**Reporting of Results**
- Consulting reports and distributions
- Writing styles for consulting

**Nurturing the Relationship**
- Assessing client satisfaction
- Credibility
- Development of additional consulting work
Issues in Consulting
- Organizations getting into consulting
- Organizations already engaged in consulting

Action Planning
- Assessment of potential consulting activities and outcomes
- Assessment for development of consulting skills

Course Information

Course Duration: 2 Days

CPE Hours Available: 16

Knowledge Level: Basic

Field of Study: Auditing

Prerequisites: None

Advance Preparation: None

Delivery Format: On-site Training (Group-Live)