

Capital University of Economics and Business

Overseas Chinese College

Course Syllabus

<u>Year and Semester</u>	2019 Fall (September 2, 2019 - January 10, 2020)
<u>Course Name</u>	Audit
<u>Course Code</u>	ACC456
<u>Course Type</u>	<input type="checkbox"/> General Education (Required) <input type="checkbox"/> General Education (Elective) <input type="checkbox"/> Professional Course (Required) <input checked="" type="checkbox"/> Professional Course (Elective) <input type="checkbox"/> Basic Disciplinary Course
<u>Course Credits</u>	3
<u>Course Hours</u>	48
<u>Prerequisites</u>	FA101
<u>Instructor</u>	Yuanyuan Lyu
<u>Contact Information</u>	Office: C203 Tele: (010)83951085 Email: lvyuanyuan@cueb.edu.cn
<u>Office Hour</u>	Mon.&Thu. 13:00-15:00; Tue. 10:00-12:00
<u>Learning Centre</u>	Wed.15:00-17:00, Wed.18:00-20:00
<u>Grade/Section</u>	2015BA/Y01
<u>Course Time/Place</u>	Wed. 10:10—12:00 & Thu. 9:00—9:50 / A204

Textbook

O. R. Whittington, K. Pany. *Principles of Auditing and other Assurance Services, 19th Edition*. China Renmin University Press, Beijing, ISBN 978-7-300-22007-9.

Reference Book

1. Alvin A. Arens, Randal J. Elder, Mark S. Beasley. *Auditing and Assurance Services, An Integrated Approach, 15th Edition*. China Renmin University Press, Beijing, ISBN 978-7-300-24326-9.
2. *Audit and Assurance*. BPP Publishing Limited, Aldine House, Aldine Place London W128AW.

Course Description

This course uses an integrated approach to give a brief introduction of the knowledge and understanding of the process of carrying out the assurance engagement and its application in the context of the professional regulatory framework.

Student Learning Objectives

After completing this course, students will be able to:

- ♦ possess good knowledge of audit and financial reporting;
- ♦ explain key ideas, techniques or approaches;
- ♦ Understand the auditing process;
- ♦ Apply sampling methods to do the test of control and substantive tests;
- ♦ complete the auditing process and produce audit report.

Website Source

1. <https://www.principlesofaccounting.com>
2. <https://www.accaglobal.com>

Teaching Methods

This course contains lectures, class discussions, homework, quizzes, presentation and exams. Textbook content will be introduced first. Then real case and practice questions will be delivered to students as a way to test their understanding of the knowledge. This will require individual or group assignment in or after class.

Grade Criterion

Component	Weight	Description
Final Exam	20%	A cumulative final examination will be given based on all of the contents of the class. The exam paper may be composed of multiple-choice questions, short answer questions, essay questions, problems, and preparation of financial statements. Students should rely primarily on homework assignments to give them a sense of what they may see for material on exams.
Mid-Term Test	20%	A cumulative midterm test will be given based on all of the contents that have been taught in class. The test paper may be mainly composed of multiple-choice questions and it should be completed within 15 minutes in class.
Homework	15%	Most of the assigned homework is taken from the Exercises in the textbook. Assignments will be collected at the clearly stated date. Late assignments will not be accepted. The graded assignments will be kept by the tutor for reference and won't be returned to students.
Quizzes	15%	There will be at least 2 quizzes during the semester. Quizzes may or may not be announced in advance. It may also be used as a way to check the attendance. Quizzes will test your knowledge of both concepts and the application of those concepts.
Presentation	10%	The students will be divided into several groups to prepare a presentation. Each student is required to be involved in the presentation. The topics can be selected from the textbook or lectures. Each group need to finish a PPT related to the topic which is given and hand in the related resources to the teacher before the presentation.
Participation	10%	Individuals will be asked to participate individually in a question and answer at least 5 times during the semester. The performances should be counted in their participation.
Attendance	10%	Refer to attendance policy listed below
Total	100%	

Detailed Grade Computation

	Before Midterm	After Midterm
Attendance	5%	5%

Participation	5%	5%
Homework	5%	10%
Quizzes	5%	10%
Presentation		10%
Midterm test	20%	
Final exam		20%
Total	40%	60%

Grading Policy

A+ 97-100	A 93-96	A- 90-92	B+ 87-89	B 83-86	B- 80-82
C+ 75-79	C 70-74	C- 67-69	D+ 63-66	D 62-60	F 0-59

Exam Schedule

Midterm Test: Oct.28- Nov.1, 2019;

Final Exam: Jan.1-10, 2020

Assessment of Student Performance

☛ Self-Study and Reading ability Practice

Instructor will give out the chapters or the reference books to read and use class hours to have discussion; students should be able to show a proactive attitude and ability for self-study and reading. Knowledge and oral English will be elements of homework or presentation score.

☛ Homework

Students should finish their homework by themselves. Copying from others will be treated as cheating and the homework scores will be lowered. Students should hand in all assignments on time. Late assignments will be accepted at the discretion of the instructor (i.e., when the student was ill or had an excused absence). Late assignments without reasonable proof will be reduced in score by 50%.

☛ Attendance

Because the course covers a great deal of material, attending every class session is very important for performing well.

- ◆ Being late for 15 minutes or more is considered an absence.
- ◆ Five hours or above of unexcused absences will result in the lower level of the final grade by one grade band (e.g. from C – to D +). Any excused absence must be discussed directly with the teacher.
- ◆ Absence which is more than 1/3 of the total teaching hours will cause an F (a failing grade) directly.
but students are welcome to continue attending classes.
- ◆ An incomplete grade (I) will be considered in case of medical or family emergencies.

☛ Participation

- ◆ Students should participate in classes actively. Half of participation grade is determined by their presentation in class. They are encouraged to ask questions relevant to the subject and express their own opinions. Every student should respect the ideas, opinions, and questions of their classmates.
- ◆ Students should also use office hours to ask questions or talk with the instructor for good

communication and effective learning.

- ♦ Frequent visiting the instructor and chatting in English during office hours is highly recommended.
- ♦ Any misbehavior and non-class related activities in class will result in the lower level of the participation grade, including ringing cell phones.
- ♦ All above behaviors will be solely evaluated by the instructor for scoring.

☞ Textbook

Students must bring the textbook to class.

Topical Course Outline

Week	Date/ Hours	Topics	Homework
1	Sep.4/ 2 hours	● Syllabus ● Chapter 1 Introduction of Audit and assurance	—
	Sep.5/ 1 hours	● Chapter 1 Introduction of Audit and assurance	—
2	Sep.11/ 2 hours	● Chapter 2 Professional standards	—
	Sep.12/ 1 hours	● Chapter 2 Professional standards	—
3	Sep.18/ 2 hours	● Chapter 3 Professional Ethics	—
	Sep.19/ 1 hours	● Chapter 3 Professional Ethics	—
4	Sep.25/ 2 hours	● Chapter 3 Professional Ethics	—
	Sep.26/ 1 hours	Quiz 1	—
5	Oct.2/ 2 hours	— (National Day Holiday)	—
	Oct.3/ 1 hours	— (National Day Holiday)	—
6	Oct.9/ 2 hours	● Chapter 4 Legal liability of CPAs	—
	Oct.10/ 1 hours	● Chapter 4 Legal liability of CPAs	—
7	Oct.16/ 2 hours	● Chapter 5 Audit evidence and documentation	—
	Oct17/ 1 hours	● Chapter 5 Audit evidence and documentation	—
8	Oct.23/ 2 hours	● Chapter 5 Audit evidence and documentation	—
	Oct.24/ 1 hours	● Chapter 6 Audit planning, understanding the client, assessing risks, and responding	—
9	Oct.30/ 2 hours	● Midterm Test	—
	Oct.31/ 1 hours	● Chapter 6 Audit planning, understanding the client, assessing risks, and responding	—

10	Nov.6/ 2 hours	● Chapter 6 Audit planning, understanding the client, assessing risks, and responding	—
	Nov.7/ 1 hours	● Chapter 6 Audit planning, understanding the client, assessing risks, and responding	—
11	Nov.13/ 2 hours	● Chapter 7 Internal control	—
	Nov.14/ 1 hours	● Chapter 7 Internal control	—
12	Nov.20/ 2 hours	● Chapter 7 Internal control	—
	Nov.21/ 1 hours	Quiz 2	—
13	Nov.27/ 2 hours	● Chapter 8 Consideration of internal control in an information technology environment	—
	Nov.28/ 1 hours	● Chapter 8 Consideration of internal control in an information technology environment	—
14	Dec.4/ 2 hours	● Chapter 9 Audit sampling	—
	Dec.5/ 1 hours	● Chapter 9 Audit sampling	—
15	Dec.11/ 2 hours	● Chapter 16 Auditing operations and completing the audit <ul style="list-style-type: none"> • completing the audit • responsibilities of thither information • post-audit responsibilities 	—
	Dec.12/ 1 hours	● Chapter 17 Auditors' report	—
16	Dec.18/ 2 hours	● Chapter 17 Auditors' report	—
	Dec.19/ 1 hours	Presentation	—
17	Dec.25/ 2 hours	Presentation	—
	Jan.26/ 1 hours	Presentation	—

Note: Some chapters or sections may leave for self-study, this is the students' duty to learn and understand, they may also be included in the quizzes or exams.

A review in Chinese may be held during L.C. and O.H. in the semester.

Teacher's Office Hour

- ♦ The instructor's office hour is shown in the front of the office door.
- ♦ Students are suggested to use the instructor's office hour and learning center to ask questions or talk with the instructor once at least per week for good communication and effective learning, which is recorded in the students' participation.
- ♦ The time can be scheduled by instructors or students, or both.

Cheating and Plagiarism

Cheating is not tolerated. Any student caught cheating on a quiz; test or exam will be given a mark of zero (0) for the particular work. At the beginning of the semester the definition of plagiarism will be carefully explained, when any thoughts or writings of another person are used, they must be clearly identified (usually one uses quotation marks) and the source notes. **If any student is caught cheating on any homework assignment, the highest score the student can earn in that course is a "C".**

Important Dates

Fall Semester, 2019	August 30, 2019— January 12, 2020
Aug.30	Registration
Sep.2	Classes Begin
Sep.6	Last Day to Drop or Add a Course
Sep.7-20	Freshmen's Military Training
Sep.13	Mid-Autumn Festival
Sep.23	Classes Begin (Freshmen)
Oct.1	National Day
Oct.28- Nov.1	Midterm Test (tentative)
Jan.1, 2020	New Year's Day Holiday
Jan.1-10	Final Exam Period
Jan.13	Winter Vacation Begins

Note: This syllabus is tentative and may be changed or modified throughout the semester. All students will be notified and a new syllabus will be given.

Instructor: _____

Department Head: _____

