

New Course Request

Indiana University

Northwest Campus

Check Appropriate Boxes: Undergraduate credit [ ] Graduate credit [x] Professional credit [ ]

1. School/Division Business & Economics 2. Academic Subject Code BUNW

3. Course Number A524 (must be cleared with University Enrollment Services) 4. Instructor

5. Course Title Auditing

Recommended Abbreviation (Optional) (Limited to 32 Characters including spaces)

6. First time this course is to be offered (Semester/Year): Spring 2002

7. Credit Hours: Fixed at 3 or Variable from to

8. Is this course to be graded S-F (only)? Yes No [x]

9. Is variable title approval being requested? Yes No [x]

10. Course description (not to exceed 50 words) for Bulletin publication:

Internal and external audits of business operations. Review of internal control including EDP systems; Verification of systems for recording and processing transactions and balance sheet and operating accounts; Statistical sampling in auditing.

11. Lecture Contact Hours: Fixed at 37.5 or Variable from to

12. Non-Lecture Contact Hours: Fixed at or Variable from to

13. Estimated enrollment: 25 of which 100 percent are expected to be graduate students.

14. Frequency of scheduling: 2 times per year Will this course be required for majors? no, minors - yes

15. Justification for new course: Required course in Accounting track MBA

16. Are the necessary reading materials currently available in the appropriate library? yes

17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.

18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.

19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by:

Anna Rominger Date 3/9/01 Department Chairman/Division Director

Approved by: Anna Rominger Date 3/9/01 Dean

Date Dean of Graduate School (when required)

Date Chancellor/Vice-President

Date University Enrollment Services

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

**Indiana University Northwest  
Division of Business and Economics  
SPRING, 2000  
Auditing – A424 – (Section H651)  
TTh 1:00–2:15 p.m. – Room D221  
Instructor: Dennis Stanczak**

**OFFICE HOURS:** By Appointment

**TEXT:** Principles of Auditing, 12<sup>th</sup> Edition  
Whittington & Pany

**PRACTICE SET:** Peach of Blossom Cologne Co., 3<sup>rd</sup> Edition  
Short Audit Case  
Jack W. Paul

**OBJECTIVES:** The primary objectives of this course are:

- (1) To illustrate the application of basic auditing principles and opinions.
- (2) To demonstrate the application of these concepts in a small company audit situation.
- (3) To demonstrate the fundamental procedures for workpaper preparation and organization.
- (4) To improve your organizational and presentational skills.

**COURSE**

**FORMAT:** The course format will consist of:

- (a) First 18 classes – a review of the text
- (b) Last 12 classes – the application of auditing principles in a small company audit situation, whereby teams will explain specific audit objectives (i.e. text chapter assignments) and workpaper review and preparation (i.e. Practice Set assignments)

**TEST:** The first test will be objective in nature. Books and notes are permitted during this examination. The final exam will consist of completing the final portions of the practice set. I am very reluctant to give "make-up" exams. For your request to be considered, please submit to me, in writing, an explanation for your need no later than the class period preceding the test date.

**ATTENDANCE:** I consider you an adult who has accepted responsibility for class attendance. You are responsible for any material presented in classes that you miss. Anyone absent from their Team Presentation will be assigned a grade of zero unless I am notified in advance.

**TIME:** On December 5, 1986, the Division of Business and Economics passed the following policy statement:

"Students should expect to devote at least nine hours per week to each three semester hour course; generally three hours in class and six hours for homework, term papers and other assignments. Some courses require more hours, and in some courses, the effort may be concentrated during certain portions of the semester."

**EMERGENCY  
PLAN:**

The test dates as listed on the syllabus will not be changed unless school is closed on that date, or I miss a class. In either case, the test will be given at the next regularly scheduled class session.

**HANDOUTS:** Occasionally handouts will be distributed during class. If you cannot attend that class session, it is your responsibility to see that a fellow classmate picks up one for you.

Auditing (A424)  
Instructor: D. Stanczak  
Spring, 2000  
Page 3

**WITHDRAWAL  
POLICY:**

Anyone wishing to withdraw from the course after the automatic withdrawal deadline, must have a passing grade in the course, (65% or better) and a doctor's written excuse or a grade of "F" will be circled.

**INCOMPLETE:**

In order to receive a grade of "I" in the course, the student must have a passing grade of 70% or better and be missing only one component of the grade requirements. A written request for a incomplete must be submitted to the instructor before consideration will be given.

**COUNSELING:**

I am available before and after class for counseling. Any other problems should be reported to the Division of Business, 980-6868 or 980-6640 (who will in turn call me, if needed).

**TEAM  
CONCEPT:**

Team members are expected to cooperate fully and contribute equally to the development of their assignment. Please bring to my attention any difficulty you are experiencing with any of your team members. Each team member is expected to make an individual presentation as part of the team presentation.

## TENTATIVE CLASS SCHEDULE

1	T	Jan.	11	Chp. 1, Team Selections, Review Practice Set
2	Th		13	Chp. 2
3	T		18	Finish Chp. 2, Start Chp. 3
4	Th		20	Finish Chp. 3
5	T		25	Chp. 4
6	Th		27	Finish Chp. 4, Start Chp. 5
	<b>FRIDAY</b>		28	<b>PASS/FAIL DEADLINE</b>
7	T	Feb.	1	Finish Chp. 5, Start Chp. 6
8	Th		3	Finish Chp. 6
9	T		8	Start Chp. 7
10	Th		10	Finish Chp. 7, Start Chp. 9
11	T		15	Finish Chp. 9
12	Th		17	Start Chp.18
13	T		22	Finish Chp. 18
14	Th		24	Catch – Up
15	T		29	TEST NO. 1
16	Th	Mar.	2	Review Test No. 1, Review Practice Set
17	T		7	Chp. 16, Workpapers F-1 and F-2
18	Th		9	Chp. 10, Workpapers G-1 and H-1
	F		10	<b>AUTOMATIC WITHDRAWAL DEADLINE</b>
	T		14 & 16	No Class – Spring Recess

## PRACTICE SET

<u>Day</u>	<u>Class #</u>	<u>Date</u>	<u>Team</u>	<u>Chapter of Text.*</u>	<u>PRACTICE SET</u>		
					<u>Exercise</u>	<u>Page</u>	<u>W/P Due</u>
T	19	Mar. 21	A	11	2	45	A-1, A-2
Th	20	Mar. 23	B	12	C-2	59	B-1 to B-5
T	21	Mar. 28	E	15	2	99	E-1 to E-4
Th	22	Mar. 30	C	13	C-2	76	C-1 to C-2
T	23	April 4	D	14	2	86	D-1 to D-5
Th	24	April 6	F	17	-	-	-
T	25	April 11	REVIEW PRACTICE SET REQUIREMENTS				
Th	26	April 13	Chp. 8				
T	27	April 18	Chp. 19				
Th	28	April 20	Catch-up				
W	27	12/8	Review Practice Set in class.				

**NOTE:** team members covering the text are to prepare an outline of key Chapter concepts ( 3 pages maximum) for their class presentation.

## HOMEWORK

Chapter	2	Prob. 2-1, 2-30
	3	3-25
	4	4-30
	5	5-17, 5-18, 5-19, 5-27, 5-28
	6	6-23, 6-25, 6-26, 6-28, 6-31, 6-36
	7	7-33, 7-34, 7-36
	9	9-30, 9-31, 9-32, 9-36, 9-41