

2023

ISACA Kenya Chapter

A 2023 Training Programme

[IT (IS) Auditing Training – FINANCIAL: Course Outline]

That many organizations increasingly rely on technology to drive their businesses and processes cannot be disputed. However, while reliance on technology provides tremendous opportunities for growth, there are risks associated with the reliance. The Information Technology / Information Systems (IT / IS) Audit Function, being a third-line of defence, is expected to provide the board of directors and senior management with the assurance that the internal control environment of the respective organizations is properly hardened and that the opportunities, resulting from automation, are seized and the associated risks adequately mitigated. To efficiently and effectively provide the assurance stated above, the IT audit function must possess the necessary knowledge and skills to be able to adequately perform audits of automated processes and environments. It is for this reason that ISACA Kenya Chapter runs this IT Auditing Training Course (Financial). The document outlines topics to be covered by the participants to perform financial and related audits effectively and efficiently in their IT environment.

ISACA Kenya Chapter
Information Technology (IT) Auditing Training – FINANCIAL
Course Outline
Course Duration: Five (5) Days

A. Preamble – National Industrial Training Authority (NITA) Reimbursement:

ISACA Kenya Chapter is registered as a trainer with National Industrial Training Authority (NITA). The Chapter's registration number is **DIT/TRN/976**. Participants from organizations that are registered levy-contributors should apply to NITA for reimbursement of their fees. Please note that this is applicable to Kenyan citizens only and subject to NITA regulations. Remember, to qualify you should apply to NITA for approval prior to the date of the conference / training. Further details can be obtained from NITA website (www.nita.go.ke).

B. Introduction and Overview:

That Information and Communications Technology (ICT) plays a critical enabling role in our daily lives, businesses, and organisations cannot be over-emphasized. However, there must be mechanisms and processes in-place to ensure that reliance on ICT promotes a secure internal control environment and that information assets are protected in terms of confidentiality, integrity, and availability. Awareness of the constantly changing information technology environments is vital in understanding the roles, responsibilities, and overall success of audit as a function in every industry.

The Training Course will address the concepts of information technology you need to know in order to address the audit concerns in your IT environment. It will cover the current IT trends, evolving IT-related business risks – especially in the Application and/or Enterprise Resource Planning (ERP) environments, and revised control frameworks and standards. With the advent of web-based applications and systems, and mobile technology, cybersecurity challenges are on the rise whereby the traditional security solutions are no longer sufficient.

The Training Course will be facilitated by professionals with practical and real-world IT auditing experience across the globe. It will incorporate facilitated discussions, group discussions, and hands-on exercises. ***It is recommended that each participant should have access to a laptop during the Training Course.***

C. Course Learning Objectives:

The broad objectives of the training course will be to ensure participants:

1. Understand the concepts of information technology in order to address audit concerns in an organisation's IT environment, including concerns in web-based applications and systems.
2. Familiarise themselves with frameworks and standards, such as ISACA IS audit standards, and The Institute of Internal Auditing (The IIA) standards; as they relate to financial and application auditing in automated environments – including cloud-based systems.
3. Learn the process of auditing information systems; in particular, IT general controls (ITGC), Application Auditing (including auditing of ERPs), Audit Program development, and Data Analysis for audit (Computer-aided audit techniques – CAATs).

D. Learning Outcomes:

At the end of the training course, participants should be able to:

1. Demonstrate a solid foundation in the basics and processes of information technology as they apply to financial and related audits, information security concerns, and IT-related business risks in general.

2. Acquire the foundational knowledge necessary to provide audit services in accordance with Information Systems (IS) audit and assurance standards.
3. Have basic and reasonable skills to enable them to assist their organisations by providing assurance regarding internal controls in their IT environments.

E. CPE Hours Available:

At the end of the course, eligible participants will:

1. Earn up to 35 CPE (Continuous Professional Education) Hours.
2. Receive a participation certificate showing the number of CPE Hours.

F. Course Outline:

Overview

1. IT (IS) Auditing Overview
 - The Evolution of IT: A Paradigm Shift
 - Auditing in Automated Environments: Overview
 - Auditing & Emerging Technologies (Artificial Intelligence, Internet of Things, Robotics, etc.)
 - On-premise vis-à-vis Cloud-based Environments

Audit Planning

2. IS Audit Standards, Guidelines, and Code of Ethics
 - ISACA IS Audit and Assurance Standards
 - ISACA IS Audit and Assurance Guidelines
 - ISACA Code of Professional Ethics
 - Information Technology Assurance Framework (ITAF™)
3. Business Processes
 - IS Internal Audit Function
 - Management of the IS Audit Function
 - Audit Planning
 - Effect of Laws and Regulations on IS Audit Planning
 - Business Process Applications and Controls (e.g., E-Commerce, Purchase Accounting System, Supply Chain Management, Customer Relationship Management, etc.)
 - Using the Services of Other Auditors and Experts
4. Types of Controls
 - Control Objectives and Control Measures
 - Evaluation of the Control Environment
 - General Controls
 - IS-specific Controls
5. Risk-based Audit Planning
 - Audit Risk and Materiality
 - Risk Assessment
 - IS Audit Risk Assessment Techniques
 - Risk Analysis
6. Types of Audits and Assessments
 - Information Systems (IS) Audit
 - Compliance Audit
 - Financial Audit

- Operational Audit
- Integrated Audit
- Administrative Audit
- Specialized Audit
- Computer Forensic Audit
- Functional Audit

Audit Execution

7. Audit Project Management
 - Audit Objectives
 - Audit Phases
 - Audit Programs
 - Audit Work Papers
 - Fraud, Irregularities, and Illegal Acts
8. Sampling Methodology
 - Compliance versus Substantive Testing
 - Sampling (including Sampling Risk)
9. Audit Evidence Collection Techniques
 - Interviewing and Observing Personnel in Performance of Their Duties
10. Data Analytics
 - Computer-assisted Audit Techniques
 - Continuous Auditing and Monitoring
 - Continuous Auditing Techniques
11. IT Audit General Controls (ITGC) Review
 - Physical Security
 - Access Controls
 - Change Controls
 - Operations Controls
 - Backup & Restore / Recovery
 - Environmental Controls
12. Application Auditing, including Systems under Development (SDLC) and ERPs
 - Planning, Documentation and Training
 - Interface Controls
 - Input / Processing / Output Controls
 - Application Security, including System Access Control
 - Audit Trails
 - Program Change Controls
 - Backup and Recovery
 - Business Continuity Planning (BCP) / Disaster Recovery Planning (DRP)
 - Software Licensing and Copyright
13. Reporting and Communication Techniques
 - Communicating Audit Results
 - Audit Report Objectives
 - Audit Report Structure and Contents
 - Audit Documentation
 - Follow-up Activities
 - Types of IS Audit Reports

14. Quality Assurance and Improvement of the Audit Process

- Control Self-assessment (CSA)
- Integrated Auditing

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Thank You.