COURSE SYLLABUS: SUMMER 2023
ACCT 5347 – Online with 3 Livestream sessions (See schedule)

**Instructor:** Janet Jones
**Office:** 292D Accounting Department – McGee Business Building
**Phone:** 936-468-1820 direct line (Do not leave a message)
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**E-mail:** janet.jones@sfasu.edu (preferred method of communication)
**Office Online:** Online: M/T/W/Th 8:30 – 9:30 AM

**COURSE DESCRIPTION:** Application of audit theory to public accounting.

**COURSE OBJECTIVES:** This course is intended to acquaint the student with auditing standards, and accounting principles required in conducting an audit of the various cycles. The course will introduce the student to the procedure involved in auditing: revenues and related accounts, inventory and acquisitions cycle, cash and other liquid assets, fixed assets and related expenses, and long-term liabilities and equity. Auditing procedures vary from accounting firm to accounting firm; therefore, the methods are of a general nature and can be adapted to methods used in any firm.

**EXPECTED OUTCOME:** In this Advanced Auditing course, students will build on their understanding of audit theory and its application to the audit of financial statements. The emphasis of this course is on the practical application of audit to realistic financial audit case scenarios. Upon completion of this course, students will gain proficiency in audit planning, evidence collection and documentation, evaluation of internal control, and assessment of fraud risk. Students will also learn to employ computer-based audit testing techniques to conduct analytical review, procedures, statistical sampling, tests of controls and substantive tests of a company’s financial statements.

**MATERIALS:** RECOMMENDED: *Auditing and Assurance Services*, Louwers, Ramsay,
EVALUATION: Your final grade for this course will be based on evidence of your accomplishment of the course objectives. I will gather that evidence from each of the following:

<table>
<thead>
<tr>
<th>Graded Component</th>
<th>Weight</th>
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</thead>
<tbody>
<tr>
<td>Case Leader, Case Study Write-ups &amp; Participation</td>
<td>25%</td>
</tr>
<tr>
<td>Theory Quizzes</td>
<td>25%</td>
</tr>
<tr>
<td>Technology Assignments</td>
<td>25%</td>
</tr>
<tr>
<td>Apollo Shoes Case</td>
<td>25%</td>
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</tbody>
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Grading Notes:

1. Grades will also not be rounded up on an individual basis for any circumstances.
2. Extra credit will not be given on an individual basis for any reason.
3. Late assignments will not be accepted for any reason.
4. Students will also not be able to redo assignments for credit.
5. I will not respond to email requests to adjust a grade after the final exam. If you have concerns about your grade, you need to contact me before the final exam, so I can offer help. After the final exam, it is too late!

COURSE REQUIREMENTS:

**Weekly Case Study Assignments:** You will notice from the Course Schedule on the following pages, that I have several case studies planned for us this summer. The purpose of these cases is to apply the theoretical knowledge of auditing into a “real-world” type situation.


Each case assignment will be graded for a maximum of 5 points. To achieve full credit, the written assignment should meet 5 objectives:

1) Students are expected to provide a professional document. This means that is well written including proof-read for errors and written in a professional tone.
2) The submission will be formatted appropriately. I expect these case assignments to be between 1-2 pages in length, double-spaced, 12-point font, with a section for each of the final three objectives.
3) Synopsis of the case: The first section of the document should include a brief overview of what is taking place in the case.
4) Citation of necessary codification or authoritative literature source. The second section of the document should list the necessary citations needed to answer the questions and complete the case.
5) The final section of the case document should include answers to the required case questions.
Please see the Case Rubrics for more details.

**Case Participation:** As a graduate-level course, I expect this class to be highly discussion based. Therefore, your participation is required during each class period, and will be graded each week for a maximum of 5 points. To achieve full participation credit, students are expected to add to the depth and breadth of the classroom discussion by fully engaging in the entire class. This means active participation by asking and answer questions, bringing outside knowledge and research to the discussion, as well as actively listening to others. Please see the Case Rubrics for more details.

**Theory Quizzes:** Each week, I will post a series of videos to review the basic auditing theory needed to complete the weeks assignments. Following these videos, students should complete the theory quiz to assess understanding of the topics.

**Technology Assignments:** During the semester, we will learn about auditing analytics and use of data in auditing using Excel. The first assignment will be a refresher in the tools available in Excel. The remaining assignments will provide you a dataset and a series of questions to answer from the data.

**Apollo Assignments:** The Apollo case is a complete audit – from planning to reporting! Each week, you will complete portions of this audit. You will be responsible for completing the audit tasks, and documenting your work in the audit workpapers.

**ADDITIONAL COURSE POLICIES AND PROCEDURES**

**Timeliness of Assignments:** Students are expected to complete all requirements as outlined in the course syllabus. It is the responsibility of students to plan their schedules to avoid conflict with course requirements. If you know you have conflicts on the due date, you are encouraged to complete the assignment early.

**Preparation, and Professionalism:** To foster a more professional learning environment and to develop habits that lead to success in the business world, you must engage in professional behavior. Please view each class as equivalent to an important business meeting. Since we are only meeting a few times this summer, it is important for you to be prepared for each class discussion. This includes, but is not limited to advanced reading of the textbook for the daily topic, bringing appropriate materials to class, completing all assigned homework, and having questions and comments prepared for the discussion. In addition, professional conduct in this class includes, but is not limited to:

1. Attending each class session, including arriving promptly and leaving at the designated time; notifying me prior to class time should an exception be needed.
2. Being an attentive and active participant in group activity and class discussions.
3. Respecting diversity in the classroom and treating everyone involved in the class in a civil manner.
4. Planning outside activities to avoid conflicts with the activities outlined in the syllabus.
5. Abiding by the academic honesty policy discussed below.
6. Working on only this class during class time.
7. Fully participating on the in-class group work. These may be collected and graded, but more importantly, I will walk around and check for questions. Individuals who
are not prepared and not participating will be noted and have their grade adjusted accordingly.

**Teaching Philosophy & Instructional Method:** I believe that real learning is accomplished through a partnership between you and me. My responsibility is to facilitate your learning and your responsibility is to take ownership of your learning process. To accomplish our joint goals, I will incorporate lectures, team presentations, group discussion, small group projects, and individual projects.

**Electronic Communication:** As this is a virtual class, most information will be provided through D2L. Thus, it is important for you to check D2L daily.

**Netiquette: Communication Courtesy Code:** All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats. If I deem any of them to be inappropriate or offensive, I will forward the message to the Chair of the department and the online administrators and appropriate action will be taken, not excluding expulsion from the course. The same rules apply online as they do in person. Be respectful of other students. Foul discourse will not be tolerated.

**Academic Integrity (4.1)** Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

**Definition of Academic Dishonesty**
Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to (1) using or attempting to use unauthorized materials on any assignment or exam; (2) falsifying or inventing of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or Technology s of another person as if they were one’s own. Examples of plagiarism include, but are not limited to (1) submitting an assignment as if it were one’s own work when is at least partly the work of another person; (2) submitting a work that has been purchased or otherwise obtained from the Internet or another source; and/or (3) incorporating the words or Technology s of an author into one's paper without giving the author credit. Penalties may include, but are not limited to reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university. Please read the complete policy at [http://www.sfasu.edu/policies/student-academic-dishonesty-4.1.pdf](http://www.sfasu.edu/policies/student-academic-dishonesty-4.1.pdf)

**Any instance of academic dishonesty will result in an F for the course.**
Academic Accommodation for Students with Disabilities: Policy 6.1 and 6.6 To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325 (936.468.3004) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to SFASU Disability Services.

Course Grades (University Policy 5.5) At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy related to active military service. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. Please refer to the complete policy at http://www.sfasu.edu/policies/course-grades-5.5.pdf.

Student Conduct (University Policy 10.4) Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the full Student Conduct Code at http://www.sfasu.edu/policies/student-conduct-code.pdf). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic, or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

Mental Health and Wellness
SFA values students’ mental health and the role it plays in academic and overall student success. SFA provides a variety of resources to support students’ mental health and wellness. Many of these resources are free, and all of them are confidential.

On-campus Resources:
SFA Counseling Services
www.sfasu.edu/counselingservices
Rusk Building, 3rd Floor
936.468.2401

SFA Human Services Counseling Clinic
www.sfasu.edu/humanservices/139.asp
Human Services, Room 202
936.468.1041

Off-Campus Resources:
Crisis Resources:
Burke 24-hour crisis line: 1.800.392.8343
Suicide Prevention Lifeline:
1.800.273.TALK (8255)
Crisis Text Line: Text HELLO to 741-741
<table>
<thead>
<tr>
<th>Week of</th>
<th>Topics/Cases Covered</th>
<th>Assignments Due</th>
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<tbody>
<tr>
<td>Week 1</td>
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| 28-May  | **Readings:** Ch. 1-3  
**Topics:** Introduction to Course and What do I remember from Auditing Principles?  
**Cases:** If you need love, get a puppy  
**Zoom at 10:30 on 5/30** | **Technology Assignment 1**  
**Apollo Parts A & B**                                                      |
| Week 2  | **Readings:** Ch. 4-5  
**Topics:** Planning the audit and Audit Risk Model  
**Cases:** Skeptical Lens Part II; EGF Apparel | **Case Write-ups**  
**Theory Quiz 1**  
**Technology Assignment 2**  
**Apollo C & D**                                                      |
| 4-Jun   |                                                                                      |                                                      |
| Week 3  | **Readings:** Ch. 6-7  
**Topics:** Risk Assessment, Fraud, Audit of Cash, Accounts Receivable, and Revenue  
**Cases:** ZOU’s Fencing Controls; Mesmerizing Marketers  
**Zoom at 10:30 on 6/13 to discuss cases from this week and last week.** | **Case Write-ups**  
**Theory Quiz 2**  
**Technology Assignment 3**  
**Apollo E & F**                                                      |
| 11-Jun  | **Readings:** Ch. 8-10  
**Topics:** Auditing Expenditures, Liabilities, Inventory, and Financing and Investing activities  
**Cases:** Rose Marketing; Logistical Logistics | **Case Write-ups**  
**Theory Quiz 3**  
**Technology Assignment 4**  
**Apollo G & H**                                                      |
| Week 4  | **Readings:** Ch. 11-12 + Mod. E & F  
**Topics:** Completing the Audit, Reporting, and Sampling  
**Cases:** Fuel Pro; Hooplah  
**Zoom at 10:30 on 6/27 to discuss cases from this week and last week.** | **Case Write-ups**  
**Theory Quiz 4**  
**Technology Assignment 5**  
**Apollo J & K**                                                      |
| 25-Jun  |                                                                                      |                                                      |

* Dates may change at the discretion of the instructor. All times listed are Central Standard Time.