

# INTRODUCTION TO AUDITING Accounting 3350

Sections 004 Fall 2019

- I. Instructor: H. Paul Chapman
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**Office Hours: Each Tuesday/Thursday by email appointment**

**“If all the students who slept through lectures were laid end to end, they’d be a lot more comfortable.” ~ *Anonymous***

**“Definition of a college professor: someone who talks in other people's sleep.”**

**~ *W. H. Auden***

**ALERT! This is a challenging course! The instructional format is primarily lecture with PowerPoint slides, supplemented by videos, articles, projects, group participation and perhaps other methods. While not required, attendance is highly recommended and will be monitored.**

**II. Catalog Description : ACCT 3350. Introduction to Auditing.** ACCT 3311 and ACCT 3312 with a grade of C or above. Pre- or co-requisite: ACCT 3340. This course examines the two basic areas of auditing - external and internal, with the objective of giving students an understanding and appreciation of career opportunities in both areas. The course content will primarily focus on external auditing. The course will examine professional ethics, standards, the audit process and reporting requirements. Enrollment limited to accounting majors in the Belk College of Business.

**III. Course objectives and format:**

The objectives of the course are to develop an introductory understanding of the standards, concepts, objectives, techniques, reports and ethics pertaining to the work of both the external and internal auditor. Upon the successful completion of the course, students should:

1. Have a basic understanding of auditing standards for both external and internal auditing.
2. Have knowledge of the Code of Ethics and its usefulness to the profession.
3. Have an understanding of the external auditor's legal responsibilities.

4. Have knowledge of the different types of audit evidence.
5. Have an understanding of the different types of audit reports and the circumstances that relate to the use of each type.
6. Have a basic understanding of auditing objectives and audit procedures (including Audit Data Analytics) used to achieve those audit objectives.

#### **IV. Course materials:**

The resource texts are:

1. **McGraw-Hill Connect Plus** (includes the electronic version of the text and software through which you will submit your homework).
  2. **Whittington and Pany. Principles of Auditing and other Assurance Services, 21th Edition.** (Required Text)  
Available at Campus Bookstore
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3. Various 'Project' materials will be provided in the course Canvas page for you to read and/or download for completion.

#### **V. Determination of Grade:**

Your overall semester grade for this course will be based on the grades earned by you during the

semester. There is no “extra credit” work available. There are no “do-overs” or forgiveness for poor grades. There is no credit for effort, as that is built into your grade already. You should assume I will follow the grading scale outlined in this syllabus.

Your grade is simply the mathematical aggregation of your performance on this semester’s various graded assignments, based upon the grading scheme outlined in this syllabus. Your grade reflects your performance results over semester. I cannot arbitrarily change the grades you earned during the semester. For example:

·If you are 2% away from the next letter grade up, I cannot subjectively adjust your grade. This is not fair to other students who earned that higher grade.

Course activities will carry the following weights:

**Points Dates**

Examination #1	100	TBD
Examination #2	100	TBD
Examination #3	100	TBD
Examination #4	100	TBD

MH Homework	25	Var.
Reading Projects	50	Var.
Lab Projects	50	Var.
Class Quizzes	25	Var.
Final Exam	<u>150</u>	TBD
Total Points	700	

At the discretion of the professor, there may be additional graded assignments and the Final Exam may be optional if a student wishes to accept their scores earned throughout the semester. If so, the total points possible may change (or the allocation shown above may be altered) however the resulting grade determination will be based on the 10 point grading scale below.

The following grading scale will be used. Grading Scale (% of total possible points)

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A 90 - 100

B 80 - 89

C 70 - 79

D 60 - 69

F 0 - 59

## VI.

### **Class Policies, Homework, etc.**

For classroom assignments, scheduling, etc. use Canvas:

Canvas.uncc.edu

1. ***On-line homework*** Homework is a required part of the course. Your homework grade will be factored into your overall grade as explained above. **As a general rule, there are two assignments for each chapter, 1) LearnSmart module that is due before the lecture on the respective chapter, 2) Connect homework problems/questions.** It is your responsibility to pay close attention to the due dates and times for all assignments. After a homework assignment has closed, it will not be opened back up. ***Note – LearnSmarts must be done on a computer. The program will not register a grade if you do it on an IPAD or other hand-held device.***

2. **Make up exams** are at the discretion of the professor. If a student misses an exam without a

satisfactory excuse, the grade will be recorded as zero. If a student provides a satisfactory written excuse within 24 hours prior to the exam, the percentage grade the student earns on the final examination may be substituted for the missed exam at the discretion of the professor. ***Make-up examinations will be given only for documented exceptions.*** The acceptable exceptions are at my discretion. There are only three acceptable excuses for missing an exam: **personal illness, death in the family and required school functions.** Students with a conflicting required school function must furnish documentation 24 hours prior to the exam. Other excuses must be appropriately documented and presented to me within 24 hours of the missed exam.

### **3. Reading Projects/Lab Projects/Homework/Quizzes.**

Special projects may be assigned during the semester. Students are expected to complete each project without the assistance of other students unless teams are developed to complete a project. Teams should not consult among other teams on project assignments.

**Collaboration will be considered a violation of the Academic Integrity Code.**

**4. Misconduct in class.** Students are expected to be attentive in class. This means that talking among students is prohibited while the instructor is lecturing

or presenting solutions to homework assignments. Misconduct of a student in class is considered discourteous to other students and to the instructor and thus may cause the student's grade to be reduced by a letter grade or more.

**5. Conduct during examinations.** All books, notes, scratch paper, etc. must be left outside the classroom or placed out of site before the exam. Eyes should not wander to other test papers. Action will be taken against a student suspected of academic dishonesty, which may cause an F to be received in the course. Also see "Academic Integrity" below.

**6. Class attendance.** Students are expected to attend punctually all scheduled sessions and to complete the work assigned. Arriving to class late or leaving early may count as an absence. Attendance may be taken and excessive absences may affect the final grade and recommendations for scholarships, graduate school and employment.

**7. Class policy** prevents smoking, food, or drink in the classroom. Please observe this policy.

**Academic Integrity:**

Students have the responsibility to know and observe the requirements of the UNCC Code of Student Academic Integrity. This code forbids cheating, fabrication or falsification of information, multiple submission of academic work, plagiarism, abuse of academic materials, and complicity in academic dishonesty. Any special requirements or permission regarding academic integrity in this course will be stated by the instructor, and are binding on the students. Academic evaluations in this course include a judgment that the student's work is free from academic dishonesty of any type; and grades in this course therefore should be and will be adversely affected by academic dishonesty. Students who violate the code can be expelled from UNCC. The normal penalty for a first offense is zero credit on the work involving dishonesty and further substantial reduction of the course grade. In almost all cases the course grade is reduced to F. Copies of the code can be obtained from the Dean of Students Office. Standards of academic integrity will be enforced in this course. Students are expected to report cases of academic dishonesty to the course instructor. See:

<http://www.legal.uncc.edu/policies/ps-105.html>

### **The Belk College Statement on Diversity**

*The Belk College of Business strives to create an*

*inclusive academic climate in which the dignity of all individuals is respected and maintained. Therefore, we celebrate diversity that includes, but is not limited to ability/disability, age, culture, ethnicity, gender, language, race, religion, sexual orientation, and socio-economic status.*

## **Statement on Disability Services**

*UNC Charlotte is committed to access to education. If you have a disability and need academic accommodations, please provide a letter of accommodation from Disability Services early in the semester. For more information on accommodations, contact the Office of Disability Services at 704-687-0040 or visit their office in Fretwell 230 .*