



**Acct 527 31E Auditing Dallas**  
COURSE SYLLABUS: Fall 2018

**INSTRUCTOR INFORMATION**

**Instructor:** Hongmei Jia, PhD

**Office Location:** BA 116

**Office Hours:** Dallas: 5:00pm – 6:00pm Tuesday  
Commerce: 9:30am – 1:30pm Thursday

**Office Phone:** 903.886.5659

**Office Fax:** 903.468.3216

**University Email Address:** hongmei.jia@tamuc.edu

**Preferred Form of Communication:** Emails

**Communication Response Time:** I will try to respond all emails within 24 hours during the week. Emails sent after 4 p.m. on Friday will not receive a response until Monday. If you do not receive a response during those time frame, please re-send the email.

**COURSE INFORMATION**

**Textbook(s) Required:** Louwers, Blay, et al, Auditing & Assurance Services 7<sup>th</sup> Edition  
McGraw-Hill (TEXTBOOK ONLY) ISBN 978-1-259-57328-6

**Course Description:** This course is a study of the professional auditing standards followed by public accountants in performing the attest function for financial statements and supporting data.  
Prerequisites: Acct 322, 433.

**Student Learning Outcomes**

1. Discuss the nature of auditing and assurance services including the impact of various statues and regulations.
2. Demonstrate knowledge of basic auditing standards.
3. Demonstrate on understanding of the linkages between financial statement information and auditing objectives.
4. Identify the stages of an audit from planning to conclusion.
5. Identify current events affecting the auditing profession during the current semester.

**Intellectual Development:**

This course strives to provide an academically rigorous and intellectually challenging environment that stimulates personal growth, creative and critical thinking, and the highest standards of professional and ethical conduct.

In addition to developing technical expertise in the course subject matter, this course:

- Develops and fosters communication skills, both written and oral
- Enhances critical thinking
- Challenges decision-making
- Promotes intellectual curiosity and lifelong learning

## **COURSE REQUIREMENTS**

### **Grading**

Final grades in this course will be based on the following scale:

A = 90%-100%

B = 80%-89%

C = 70%-79%

D = 60%-69%

F = 59% or Below

<b>Assessments</b>	<b>points</b>
Quizzes	100
Exam 1	100
Exam 2	100
Exam 3	100
Final Exam	100
Research paper	100
Total points-----	600

## Course Grading Rubric

<b>Criteria (Course Objectives)</b>	<b>3 (Exceeds Expectations)</b>	<b>2 (Meets Expectations)</b>	<b>1 (Does Not Meet Expectations)</b>
Discuss the nature of auditing and assurance services including the impact of various statutes and regulations.	Student demonstrates excellent understanding of the nature of auditing and assurance services including the impact of various statutes and regulations.	Student demonstrates an understanding of the nature of auditing and assurance services including the impact of various statutes and regulations.	Student cannot demonstrate an understanding of the nature of auditing and assurance services including the impact of various statutes and regulations.
Demonstrate knowledge of basic auditing standards	Student demonstrates excellent knowledge of basic auditing standards.	Student demonstrates knowledge of basic auditing standards.	Student is not able to demonstrate knowledge of basic auditing standards.
Demonstrate on understanding of the linkages between financial statement information and auditing objectives.	Student demonstrates excellent knowledge of the linkages between financial statement information and auditing objectives.	Student demonstrates knowledge of the linkages between financial statement information and auditing objectives.	Student demonstrates no clear knowledge of the linkages between financial statement information and auditing objectives.
Identify the stages of an audit from planning to conclusion.	Student demonstrates excellent knowledge in identifying the stages of an audit from planning to conclusion.	Student demonstrates knowledge in identifying the stages of an audit from planning to conclusion.	Student demonstrates no knowledge in identifying the stages of an audit from planning to conclusion.

## COURSE POLICIES

**Late work** – Due dates are posted on the syllabus and in our myLeo Online course. Assignments, exams, quizzes, etc. must be submitted no later than the date outlined in our course. Absent extenuating circumstances, late work is not accepted. Extenuating circumstances do NOT include forgetting, technical difficulties or running out of time. The evaluation of an extenuating circumstance is judged on a case-by-case basis. Documentation MUST be provided in a timely manner. A 30% late penalty may apply even if an extenuating circumstance exists.

**Exams/ quizzes** – You need to go to myLeo Online to complete quizzes. The content and format of the exam/quiz will vary, but may include any of the following: multiple choice questions, problems, matching, or essays. The exam/quiz will be administered on the date outlined in our course. You must plan to take the exam/quiz on or before its due date. Make-up exams/quizzes are given **ONLY** under extenuating conditions. The following are considered extenuating conditions: hospitalization, medical emergency, physical injury, or death of an immediate family member. You **MUST** bring proof of the extenuating circumstance in order to facilitate an exam/quiz make-up. Proof of the extenuating circumstance must be received in a timely manner. For extenuating conditions make-up exams/quizzes must be taken within three days of release or recovery. A 30% late penalty may apply even if an extenuating circumstance exists. Students attending university sponsored events must provide necessary documentation in order to accommodate any make-up exam/quiz.

### **Academic Honesty Policy:**

All students must follow and conform to the University policy on Academic Honesty. A copy of this will be available in myLeo Online. Each student is required to download the Academic Dishonesty Policy from the Doc Sharing icon. Enter your name and the date at the bottom of the form. This means you agree to abide by the policy. Upload the completed form to the myLeo Online titled Academic DisHonesty Policy. You will not receive a grade in the course if you do not agree to abide by this policy.

## TECHNOLOGY REQUIREMENTS

- To fully participate in online courses you will need to use a current Flash enabled internet browser. For PC and Mac users the suggested browser is Mozilla Firefox.
- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
  - 512 MB of RAM, 1 GB or more preferred
  - Broadband connection required courses are heavily video intensive
  - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
  - Sound card, which is usually integrated into your desktop or laptop computer
  - Speakers or headphones.
- Current anti-virus software must be installed and kept up to date.

- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: JAVA web site <http://www.java.com/en/download/manual.jsp>

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.  
JavaScript is enabled.  
Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - [Adobe Reader](https://get.adobe.com/reader/) <https://get.adobe.com/reader/>
  - [Adobe Flash Player](https://get.adobe.com/flashplayer/) (*version 17 or later*) <https://get.adobe.com/flashplayer/>
  - [Adobe Shockwave Player](https://get.adobe.com/shockwave/) <https://get.adobe.com/shockwave/>
  - [Apple Quick Time](http://www.apple.com/quicktime/download/) <http://www.apple.com/quicktime/download/>
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

## ACCESS AND NAVIGATION

### myLeo Support

Your myLeo email address is required to send and receive all student correspondence. Please email [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu) or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at [myLeo](https://leo.tamuc.edu). <https://leo.tamuc.edu>

### Learner Support

The [One Stop Shop](http://www.tamuc.edu/admissions/onestopshop/) was created to serve you by providing as many resources as possible in one location. <http://www.tamuc.edu/admissions/onestopshop/>

The [Academic Success Center](http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/) provides academic resources to help you achieve academic success. <http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/>

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

**Disability** – Students requesting accommodations for disabilities must go through the ADA Compliance Committee. For more information, please contact Director of Disability Resources & Services, Gee library room 132. Information concerning student disability resources and

services (SDRS) may be obtained at:

<http://www.tamuc.edu/CampusLife/CampusServices/studentDisabilityResourcesAndServices>

**Student Conduct** – “All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment.” (See Student’s Guide Handbook, Policies and Procedures, Conduct)

<http://www.tamuc.edu/CampusLife/documents/studentGuidebook.pdf>

## **Nondiscrimination Notice**

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

**Concealed handgun** – Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to (<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>) and/or consult your event organizer). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

## **What’s New**

Research paper

Global initiative

## **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

## **Course Coverage Schedule Fall 2018**

**Week 1:** (Aug 27) Introduction

**Week 2:** (Sep 3) Chapter 1 Auditing and Assurance Services

**Week 3:** (Sep 10) Chapter 2 Professional Standards

**Week 4:** (Sep 17) Chapter 3 Engagement Planning

**Week 5:** (Sep 24) Exam 1

**Week 6:** (Oct 1) Chapter 4 Management Fraud and Audit Risk

**Week 7:** (Oct 8) Chapter 5 Risk Assessment: Internal Control Evaluation

**Week 8:** (Oct 15) Chapter 6 Employee Fraud and the Audit of Cash

**Week 9:** (Oct 22) Exam 2

**Week 10:** (Oct 29) Chapter 7 Revenue and Collection Cycle

**Week 11:** (Nov 5) Chapter 8 Acquisition and Expenditure Cycle

**Week 12:** (Nov 12) Chapter 9 Production Cycle

Chapter 10 Finance and Investment Cycle

**Week 13:** (Nov 19) Exam 3

**Week 14:** (Nov 26) Chapter 11 Completing the Cycle

Module B

**Week 15:** (Dec 3) Chapter 12 Reports on Audited Financial Statements.

**Final:** (Dec 10) Final Exam

The schedule printed above is subject to change at any time by the professor. You are responsible for any changes announced on myLeo Online, or by email. The date in parentheses () is the date of the start of that particular week and not the date of events schedules during that week. Note that all exams will open on the Saturday **before** the week starts.