**MISSISSIPPI VALLEY STATE UNIVERSITY**

**Department of Business – Accounting Program**

**AC 405 – Auditing theory**

**Fall Semester 2022**

**ONLINE**

**Instructor:** Jessica Barnes

**Office:** Building Education Building - #205 **Office Phone:** (662) 254-8364

 Email: jpbarnes@mvsu.edu

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| **Office Hours:** | Monday: Tuesday:  | 12:00 – 3:30 p.m. 10:45 a.m. – 12:45 p.m. |
|  | Wednesday: | 1:00 – 3:30 p.m.  |
|  | Thursday: | 10:45 a.m. – 12:45 p.m. |
|  | Friday: | By appointment\* |

**\*** I will be happy to assist you with any course-related issues during my office hours, and if you are not free during that time, we can arrange an appointment for another time.

**Days, Time and Location of Class Meeting:** Online class via Canvas

# Catalog Course Description (3 hrs.)

Auditing theory, standards and procedures associated with the public accounting profession. The topics covered include audit reports, professional ethics, legal responsibilities, audit programs, statistical sampling, design and review of the internal control system, and study of the research bulletins of the AICPA and pronouncements of the SEC and other regulatory agencies.

**Course Prerequisites**

Successful completion of AC 301 – Intermediate Accounting I and AC 302 Intermediate Accounting II OR consent of the instructor.

**Student Learning Outcomes**

Upon successful completion of the course, the student will understand the following:

* 1. Understand the nature of audit risk and an auditor’s responsibility to detect financial statements misstatements and noncompliance with laws and regulations.
	2. Understand the nature of the audit process, including the nature of and relationships among financial statement assertions, audit objectives, audit procedures and audit evidence.
	3. Apply appropriate audit reporting standards to various reporting situations.

**Required Course Materials**

* *Principles of Auditing & Other Assurance Services*, 22th Ed. , Ray Whittington & Kurt Pany; Publisher McGraw-Hill with Connect Access Code (includes loose leaf and ebook bundled): ISBN: 9781264111770.
* McGraw-Hill Connect will be accessed directly through Canvas. There are three registration options and one you will be granted FREE courtesy access for a limited time period. After that grace period you will be required to purchase the full access. DO NOT WAIT to get started until you can purchase the full access.

**Other Required Materials**

1. **Access to Power Point, E-mail and Canvas**

You will access Connect (where all homework and exams will be submitted) via Canvas for everything. Do not go straight to the Connect website.

1. **Web Browser other than Microsoft Edge**

Canvas does not work well with Microsoft Edge so plan on using a different web browser (Firefox or Chrome). Only a laptop or desktop computer should be used to complete this online course. Mobile devices are not to be used and do not work with Canvas or Connect very well.

1. **Reliable Internet Connection**

You are required to have a dependable connection to the internet. The speed and reliability of your connection will directly influence your online learning experience and ability to successfully complete required chapter readings, assignments and exams.

**Supplementary Materials**: PowerPoint slides covering each chapter are located in the ebook via the Connect and within “Additional Student Resources” in the library. I highly recommend you search around the Connect Classroom for additional resources.

**Course Requirements**

***Students should allow at least 6-8 hours a week to complete the course work.*** You may find yourself wanting to spend even more time in order to maximize your learning. **Students are expected to read the textbook.**

**Online Communication**

All online communications should be composed with fairness, honesty, and tact. Responses to email and telephone messages will not be instantaneous. You must factor in the response time when completing your work. If you wait until the last day, you may not have time to receive a response from me before you assignment is due. I will respond within 24 hours, except on weekends and holidays. If I have not responded within 24 hours please call or email me again.

**Technical Problems: Getting Help**

**Canvas**

It is important that you access Canvas through the MVSU homepage rather than login in directly to Canvas. If you do not login via MVSU’s website it is likely that you will have difficulty accessing some services in Canvas. If you are having technical difficulties with Canvas you can click on the “help” menu within Canvas on the bottom left hand sidebar to call or email a representative for help for 24/7, 365 assistance. Additionally, you can email the Canvas administrator at hunt@mvsu.edu.

**McGraw-Hill**

It is imperative that you access all assignments that will be worked in **McGraw-Hill Connect** by going through Canvas **FIRST**. This is to ensure that all grades properly sync with Canvas. If experience difficulties with Connect please contact McGraw-Hill “help” in the top right hand corner of the page and it will provide you with a “tutorial” or a “live chat” option.

**Instructor**

Your instructor will be the primary person you communicate with during this course. It is important to let your instructor know if you are having trouble, or if you have any questions about your course. Contact your instructor when you have question regarding **course content**, **assignments, quizzes, tests, or your grade**.

**Grading**

Final grades will be calculated as follows:

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| --- | --- | --- | --- | --- |
| **Assessments** |  | **Points** |  | **Performance Standards/Grading Scale**: |
| Exams | **31%** | **300** |  | **Grade** | **Points**  | **%** |
| Homework Assignments | **24%** | **240** |  | A | 878 – 980 | 90% or above |
| Cases (QRA) | **20%** | **200** |  | B | 780 - 877 | 80 - 89% |
| SmartBook | **12%** | **120** |  | C |  682 – 779 | 70 - 79% |
| Auditor’s Report | **12%** | **120** |  | D | 584 – 681 | 60 - 69% |
| **Total** | **100%** | **980** |  | F | 0 - 583 | Below 60% |

**NOTE**: There is NO extra credit (assignment), and student will not be given an incomplete for this course!

**Syllabus Quiz**

I have created a syllabus quiz for this course which will be counted as **BONUS**. This means that it can only help you. The main purpose of this quiz is to make sure that you have read the syllabus and understand what is expected of you as the student. The syllabus sets out course requirements and policies regarding grading, academic integrity, student conduct, attendance, assignments, late work and other issues. You are responsible for reading and understanding this material. “I didn’t know it was due” is NOT a valid excuse for missed work. Everything is present in the syllabus. The syllabus quiz will encourage you to read and understand the syllabus. The quiz is an open book quiz and eh due date is listed in the tentative schedule portion of the syllabus.

**Exams are not open book**

 I realize that I’m working on the honor system, but you should not use your notes or the book for assistance during the exams.

**SUBMISSION OF WORK**

**Homework assignments:** These are REQUIRED assignments and you will have one for each chapter covered. These assignments are posted in your Canvas class. Please play close attention to the due dates. A new chapter is usually covered every week. Late homework (even by a minute) will not be accepted.

**Cases (QRA):** The cases and simulations are assigned are to provide realistic situations that require you to think analytically. Additionally, they test your ability to put into your own words what you read and learned from the chapters. They are worth a large portion of your grade (26% of overall grade) and you need to treat them seriously

**Auditor’s Report**: This project will assess your critical thinking skills and ability to identify effects on the audit report.

**SmartBook2.0:** SmartBook is an adaptive program that integrates the electronic textbook with multiple choice questions. Such integration allows you to focus your reading and test your learning so you know that you have mastered the basic skills so you can more easily complete your homework assignments and recall the material during your exams.

**Exams:** Exams/quizzes will be taken online **and will be timed** so they must be completed within one session. In other words, once you logged on, you must complete the exam. Depending on the length of the exam you will usually have around **50 - 80 minutes** to take the exam. Once you have started the exam, you will have a very limited amount of time to finish so trying to look everything up is a waste of your time. Therefore, you need to be prepared for the exams and know the material well. It is very important that you do not wait until the last minute to take the exams.

You have **ONE attempt.** If you have technical problems, get distracted, or loose service you will not be able to complete the exam. Therefore, if your computer is prone to technical or speed problems, you should plan to take the exams at an alternate location. The exam dates are included on the tentative schedule below.

**Academic Calendar and important dates can be found** [**here**](https://www.mvsu.edu/academics/academic-regulations/academic-year)**.**

**Last day to drop/add:** Monday, September 12, 2022

**Mid Term Exams:** Monday – Friday, October 3 - 7, 2022

**Last day to withdraw from a class:** Friday, November 4, 2022

**Last day to withdraw from the University:** Friday, November 11, 2022

**Final Exams:** Monday - Friday, December 5 - 9, 2022

**CLASS POLICIES**

**Attendance and Participation Policy:** You are expected to log in regularly to Canvas (at least a few times per week) to submit assignments, check grades, look for announcements and view course materials. You might find yourself logging in more frequently due to the nature of the subject matter.

**E-Mail Communications:** Please send all emails to Jpbarnes@mvsu.edu from YOUR @mvsu.edu email address. I am prohibited from sending emails to outside email addresses. I am unable to check voice mail when off campus. Additionally, it is very important that you check your emails often as that is the primary way I will communicate with you outside of announcements in Canvas. Please do not ignore my emails but read them in their entirety. I will try to send reminders and additional instructions or changes to the tentative schedule that is listed at the end of this document. Please read comments made at the beginning of this document under “online communication”.

**Make-up Policy:**  There will be a range of times that you can take exams; therefore, I do not give make-up exams. If you miss the exam, you will receive a ZERO grade for that exam. There are ONLY TWO exams in this course. Make sure and highlight their due dates.

**Grade Appeals Policy:** Any student who believes s/he has been graded unfairly during a semester should work actively and positively with me to resolve the matter informally. If the student believes that the grading issue has not been satisfactorily resolved should appeal the grade by following University procedures as outlined in the Student Handbook. When submitting a written complaint regarding grading practices, it is imperative that the student keep copies of supporting documentation (*course syllabus, graded assignments, a portfolio of other graded work from the course, including homework, projects, tests, and other assignments, if available*).

**Special Needs and Accommodations:** Students with special needs/ disabilities of any type who require special accommodation in the classroom and during instruction and/or testing should notify the instructor during their first full week of class. Students should also have written confirmation by qualified experts of the disability on file with the Office of Academic Affairs and the ADA office on MVSU campus. For help with papers, please use your University Writing Center often.

**Academic Integrity:** All acts of academic dishonesty, including, but not limited to, cheating on exams, plagiarism, internet papers, paraphrasing internet papers, presenting someone else’s work as your own, failing to meet academic and professional requirements, will result in an automatic “F”. The University’s academic honesty and plagiarism are enforced in this course.

**Course Outline NOTE:** This document does not constitute a contract with the University. It contains guidelines. The instructor reserves the right to make changes as necessary in the syllabus.

* **\* *Read, read, and read again*** — your online success depends largely on your ability to read and follow directions in the Course Schedule/Canvas/Connect.

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| ***FALL 2022*** | **AC 405 Auditing Theory** **schedule** (**tentative**) |
| Weeks | assignments completed via Canvas/connect | Time |
| Week 18/22 | Canvas and McGraw-Hill Self - Orientation, Syllabus QuizRead Chapter 1 – Role of CPA | 30 mins60 mins |
| Week 28/29 | Complete Ch. 1 Homework (HW) and SmartBook (SB)  | 55 mins |
| Week 39/5 | *Case/QRA*Chapter 2 – Professional StandardsComplete HW and SB | 120 mins60 mins 55 mins |
| Week 49/12 | Chapter 3 – Professional EthicsComplete HW and SB | 60 mins 55 mins |
| Week 59/19 | *Case/QRA*Chapter 4 – Legal Liability of CPAsComplete HW and SB**Exam 1 Ch. 1 - 4 Due 9/23 FRIDAY** | 120 mins60 mins 55 mins**80 mins** |
| Week 69/26 | Chapter 5 – Audit Evidence & DocumentationComplete HW and SB | 60 mins55 mins |
| Week 710/3 | *Case/QRA*Chapter 6 – Audit Planning, Understanding the Client, Assessing Risks and RespondingComplete HW and SB | 120 mins60 mins55 mins |
| Week 810/10 | Chapter 7 – Internal ControlComplete HW and SB | 60 mins 55 mins |
| Week 910/11 | Chapter 9 – SamplingComplete HW and SB | 60 mins 55 mins |
| Week 1010/18 | **Exam 2: Ch. 5, 6, 7 & 9**  **Due 10/25 TUESDAY**  | 80 mins |
| Week 1110/31 | Chapter 10 – Cash & Financial InvestmentsComplete HW and SB | 60 mins55 mins |
| Week 1211/7 | *Case/QRA*Chapter 11 – Accounts Receivable, Notes Receivable and RevenueComplete HW and SB | 120 mins60 mins55 mins |
| Week 1311/14 | Chapter 16 – Auditing Operations and Completing the AuditComplete HW and SB | 60 mins55 mins  |
| Week 1411/21 | THANKSGIVING BREAK | 120 mins60 mins55 mins |
| Week 1511/28 | Chapter 17 – Auditor’s Report Project: Auditor’s reportComplete HW and SB | 60 mins**120 mins**55 mins |
| Week 1612/5 | Exam 3: Ch. 10, 11, 16, 17 Due 12/6 Tuesday | 80 min |
|  | Total Time | 2,250 mins |