

COURSE CODE: BUAD 363

COURSE TITLE: Audit Planning

Calendar Description

Learners study the principles of audit planning, and internal and external auditing. Learners use a working paper software program to plan a year-end audit engagement file.

Prerequisite(s): None

Co-requisite(s): BUAD 273

Prerequisite For: BUAD 463

Substitutable Courses: None

Graduation Requirement: BBA, Accounting Specialty - Elective

Transfer Credit: CPA (credit with BUAD 463)

Special Notes: Students with credit for BUAD 364 or BUAD 420 cannot take BUAD 363 for additional credit.

Credits: 3

Hours per Week: 3

Originally Developed: October 2014

EDCO Approval: May 2017

CHAIR'S APPROVAL: 

Learning Outcomes

Outcome	Upon completion of this course students will be able to:
1	Identify issues related to ethics using the principles of conduct.
2	Evaluate and recommend improvements to controls in a business environment using COSO Internal Control – Integrated Framework.
3	Perform risk assessments in assurance engagements using audit risk model (Audit Risk, Inherent Risk, Control Risk, and Planned Detection Risk).
4	Evaluate misstatements and determine the impact to reporting in assurance engagements using materiality.
5	Evaluate persuasiveness and sufficiency of evidence in assurance engagements using Canadian Auditing Standards.

Course Objectives

Objectives	This course will cover the following content:
1	Demand for assurance services
2	Professional ethics
3	Legal liability
4	Auditor and management responsibilities
5	Assertions and audit objectives
6	Client risk profile
7	Materiality
8	Internal control and control risk
9	Audit evidence
10	Auditor reporting
11	Working paper software program

Professors

Name	Phone Number	Office	Email
Mary Ann Knoll	Contact by email or cell	C135	mknoll@okanagan.bc.ca

Evaluation Procedure

Term Work

Case Term Project (in CaseWare)	25 %
Pre and post class work	15 %
Midterm Exam	20 %
Final Exam	40 %
Total	100 %

Evaluation Note

The midterm will be online **however the final exam will be in person, written on the date specified in the final exam schedule.**

Acceptable and approved use of Artificial Intelligence (AI) in this course

Generative AI tools are not permitted unless explicitly stated otherwise

The use of generative artificial intelligence tools is strictly prohibited in all course assignments and evaluations (quizzes and exams) unless explicitly stated otherwise by the instructor in this course. This includes ChatGPT and other artificial intelligence tools and programs. Whenever generative AI tools are permitted and used, they must be appropriately cited. (See [How to cite ChatGPT \(apa.org\)](#))

Required Materials

Auditing, A Practical Approach - 4th Canadian Edition, Moroney 2021, with WileyPlus, Wiley

Students planning to take BUAD 463 should purchase two semester access to WileyPlus. This text is available in an online format with permanent access or a print format.

CPA Standards and Guidance Collection, Assurance, Canada, 2024 Edition, See Moodle for link.

Class Notes

Online Delivery format: students will require a computer, stable Internet connection, webcam and microphone. For the online format, students will find that the instruction for CaseWare and access to the software will be almost entirely outside of class time. Students will have substantial pre-class work in this format.

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Students will need to be able to access CaseWare software outside of class time as noted above. There will be two options for this – students will have the opportunity to download the software to their personal computer provided it is a Windows based environment. Students will also be able to access CaseWare through any of the OC library computers. Students will be provided a CaseWare data file at the start of the term.

Course Schedule

(Subject to change at the discretion of the professor)

Date		Topic	Textbook
2026 Week of:		Mon, Jan 5 - Classes begin Fri, Jan 16 - Last day to register for a course and to receive a refund for course drop Mon, Feb 16 - Statutory Holiday (no classes) Tue, Feb 17 - Fri, Feb 20 - Mid-semester study break (no classes) Fri, Mar 6 - Last day to withdraw from a course without academic penalty Fri, Apr 3 & Mon, Apr 6 - Statutory Holiday (no classes) Fri, Apr 10 - Last day of regularly scheduled classes Mon, Apr 13 - Wed, Apr 22 - Final exam period – see policy.	Chapter(s):
Jan	5-10	Introduction and Overview of Audit and Assurance CW – Determine Access	1
	11-17	Definition of Auditing and Types of Audit Opinions Ethics, Legal Liability (CPABC Professional Code of Conduct) Audit Case – Introduction to CaseWare	1 2
	18-24	Ethics, Legal Liability (CPABC Professional Code of Conduct) Audit Case - Independence	2
	25-31	Client Acceptance, Understanding the Client Audit Case - Client Acceptance	3
Feb	1-7	Audit Risk and Audit Strategy Audit Case - Industry Analysis	4
	8-14	Midterm Exam (Chapters 1, 2, 3, and Audit Risk and Audit Strategy) Audit Case - Industry Analysis	
	15-21	Mid Semester Break – No classes	
	22-28	Materiality and Analytical Analysis Audit Case – Materiality	4
Mar	1-7	Analytical Analysis Assertions Audit Case – Performing Analytical Analysis	4 5
	8-14	Types of Audit Evidence and Reliability of Evidence Relevance of Evidence, Tests of Controls and Substantive Procedures	5 6
	15-21	Factors that Influence Sample Size, Extrapolation Audit Case – Assessing Inherent risk	6
	22-28	Performing Substantive Procedures	8
Mar/Apr	29-4	Performing Substantive Procedures Understanding and Testing Client’s System of Internal Controls Audit Case – Entity Level Control Assessment	8 7
	5-10	Understanding and Testing Client’s System of Internal Controls	7
	13-22	Final Exam Period – Your final exam is comprehensive	

Skills Across the Business Curriculum

The School of Business promotes core skills across the curriculum. These skills include reading, written and oral communications, computers, small business, and academic standards of ethics, honesty and integrity.

Student Conduct

What is the Disruption of Instructional Activities?

At Okanagan College (OC), disruption of instructional activities includes student “conduct which interferes with examinations, lectures, seminars, tutorials, group meetings, other related activities, and with students using the study facilities of OC”, as well as conduct that leads to property damage, assault, discrimination, harassment and fraud. Penalties for disruption of instructional activities include a range of sanctions from a warning and/or a failing grade on an assignment, examination or course to suspension from OC.

Academic Honesty: Students have a responsibility to read the [OC Academic Integrity Policy](#).

What is Cheating?

“Cheating includes but is not limited to dishonest or attempted dishonest conduct during tests or examinations in which the use is made of books, notes, diagrams or other aids excluding those authorized by the examiner. It includes communicating with others for the purpose of obtaining information, copying from the work of others and purposely exposing or conveying information to other students who are taking the test or examination.”

Students must submit independently written work. Students may not write joint or collaborative assignments with other students unless the instructor approves it in advance as a group/team project. Students who share their work with other students are equally involved in cheating.

What is Plagiarism?

Plagiarism is defined as “the presentation of another person’s work or ideas without proper or complete acknowledgement.” It is the serious academic offence of reproducing someone else’s work, including words, ideas and media, without permission for course credit towards a certificate, diploma, degree and/or professional designation. The defining characteristic is that the work is not yours.

“Intentional plagiarism is the deliberate presentation of another’s work or ideas as one’s own.” Intentional plagiarism can be a copy of material from a journal article, a book chapter, data from the Internet, another student, work submitted for credit in another course or from other sources.” “Unintentional plagiarism is the inadvertent presentation of another’s work or ideas without proper acknowledgement because of poor or inadequate practices. Unintentional plagiarism is a failure of scholarship; intentional plagiarism is an act of deceit.”

What are the Students’ Responsibilities to Avoid Plagiarism?

Students must acknowledge the sources of information used on all their assignments. This usually involves putting the authors’ name and the year of publication in parentheses after the sentence in which you used the material, then at the end of your paper, writing out the complete references in a Reference section.

“Students are responsible for learning and applying the proper scholarly practices for acknowledging the work and ideas of others. Students who are unsure of what constitutes plagiarism should refer to the UBC publication *“Plagiarism Avoided; Taking Responsibility for your Work”*. This guide is available in OC bookstores and libraries.

Students are expected to understand research and writing techniques and documentation styles. The School of Business requires the use of the APA or MLA style but suggests that students cite references using the APA guidelines (see Publication Manual of the American Psychological Association, 6th edition (2009)). A copy of the APA manual is available in the reference section and available for circulation from OC libraries. The library website has access to these two major citing styles.

What are the Penalties for Plagiarism and Cheating?

The Okanagan School of Business does not tolerate plagiarism or cheating. All professors actively check for plagiarism and cheating and the Okanagan School of Business subscribes to an electronic plagiarism detection service. All incidents of plagiarism or cheating are reported and result in a formal letter of reprimand outlining the nature of the infraction, the evidence and the penalty. The Dean of the School of Business and the Registrar record and monitor all instances of plagiarism and cheating. Penalties for plagiarism and cheating reflect the seriousness and circumstances of the offence and the range of penalties includes suspension from OC.