



*Training Course:  
Advanced Mastery in Book Auditing for Financial  
Integrity*

*23 - 27 December 2024  
London (UK)  
Landmark Office Space - Oxford Street*

# Training Course: Advanced Mastery in Book Auditing for Financial Integrity

Training Course code: FI235623 From: 23 - 27 December 2024 Venue: London (UK) - Landmark Office Space  
- Oxford Street Training Course Fees: 5250 € Euro

## Introduction

In today's financial landscape, book auditing is a strategic tool for ensuring financial integrity, managing risks, and maintaining regulatory compliance. This advanced program equips seasoned professionals with specialized skills to navigate complex regulations, conduct thorough risk-based audits, and identify even subtle financial discrepancies. Moving beyond foundational auditing, participants will refine their expertise in forensic analysis, strategic risk assessment, and effective audit reporting. By the end of the program, they will be empowered to drive financial transparency and strengthen internal controls, fostering organizational resilience and credibility.

## Target Audience

- Financial auditors
- Bookkeepers and accounting professionals
- Internal auditors and compliance officers
- Managers involved in financial oversight

## Objectives

- Understand the core principles of book auditing.
- Master auditing techniques for detecting errors and irregularities.
- Enhance skills in assessing compliance with regulatory standards.
- Learn advanced methods for evaluating financial record accuracy.
- Develop competencies in risk management and auditing documentation.

## Training Program Outline

### Day 1: Fundamentals of Book Auditing

- Introduction to Book Auditing: Purpose, scope, and importance.
- Auditing Standards: Overview of international and national auditing standards.
- Types of Audits: Internal vs. external auditing, and compliance audits.
- Role of Book Auditors: Ethical standards and responsibilities.
- Practical Exercises: Case studies on ethical dilemmas in auditing.

### Day 2: Financial Record Examination Techniques

- Evaluating Financial Statements: Understanding balance sheets, income statements, and cash flow.

- Data Verification: Techniques for verifying ledger entries, trial balance, and supporting documents.
- Internal Controls: Identifying and assessing internal control systems.
- Error Detection: Common errors in bookkeeping and ways to detect them.
- Hands-On Activity: Auditing sample financial statements.

#### Day 3: Compliance and Regulatory Requirements

- Overview of Regulatory Standards: IFRS, GAAP, and sector-specific regulations.
- Compliance Checklists: Tools and techniques for ensuring regulatory compliance.
- Audit Trails: Importance of audit trails and maintaining documentation integrity.
- Risk Assessment: Identifying and managing audit risks.
- Practical Exercise: Creating compliance checklists and performing a mini-audit.

#### Day 4: Advanced Auditing Techniques

- Forensic Auditing: Identifying and investigating fraud within records.
- Sampling Techniques: Strategies for selecting representative data for audits.
- Audit Documentation: Effective documentation practices and report writing.
- Risk-Based Auditing: Prioritizing high-risk areas.
- Workshop: Conducting a risk-based audit simulation.

#### Day 5: Reporting and Continuous Improvement in Auditing

- Audit Reporting: Structuring audit reports, recommendations, and executive summaries.
- Feedback Mechanisms: Implementing feedback to improve audit processes.
- Continuous Improvement: Best practices for ongoing accuracy and compliance in bookkeeping.
- Case Study: Reviewing a full audit report, identifying strengths and areas for improvement.
- Wrap-Up and Q&A: Recap of key concepts and discussion of participant queries.

## Registration form on the Training Course: Advanced Mastery in Book Auditing for Financial Integrity

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

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Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
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### Company Information

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
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### Easy Ways To Register

Telephone:  
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