

COURSE AGENDA

Course Title: Internal Controls

Course Type: Accounting and Auditing Technical Business Behavioral

Number of Credit Hours: 2.5

Continuing Professional Education (CPE) credits are based on a 50-minute credit hour in qualifying subject areas; one credit equals 50 minutes. Credit is given in half-hour increments. All breaks and lunches are omitted from the total CPE minutes.

Topic	Subject Area	Time (min)
Introduction	Course Objectives Importance of Internal Controls	5
Internal Controls Framework	COSO Framework Internal Controls Objectives Internal Controls Components Internal Control Principles	15
Control Environment	Definition, five principles, real life examples Tone at the Top Hiring Process Reporting Lines Application at UF	20
Risk Assessment	Definition, four principles, real life examples Risk Tolerance Potential Risks Application at UF	15
Control Activities	Definition, three principles, real life examples Accurate Data Tiers for Good Stewardship Application at UF	20
BREAK		10
Information & Communication	Definition, three principles, real life examples Information Flow Internal vs External Application at UF	15
Monitoring Activities	Definition, three principles, real life examples Determine Effectiveness Application at UF	10
BREAK		5
Internal Control Tools	UF Internal Control Checklists Case Study Recognize Internal Controls in Your Area Compliance Documentation Fraud Triangle	45