



Consulting and Training | Reach New Heights

Course Name

Auditing for Non-Auditors

Sector Name

Quality Management & Operational Excellence

Document Type

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Auditing for Non-Auditors

Course Introduction

Auditing isn't just for auditors! Understanding audit principles can benefit professionals across various departments, from finance to operations.

BOOST presents this **five-day interactive course** designed specifically for non-auditors who want to grasp the fundamentals of auditing, risk management, and compliance. This course breaks down complex concepts into practical, easy-to-apply knowledge, helping you build confidence in handling audits within your organization.

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Auditing for Non-Auditors

Target Audience

- ✓ Finance and accounting professionals without prior audit experience.
- ✓ Managers and supervisors are looking to strengthen compliance.
- ✓ Procurement, HR, and operations personnel are involved in audits.
- ✓ Anyone seeking a foundational understanding of auditing principles.

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Auditing for Non-Auditors

Learning Objectives

- ✓ Understand the purpose and importance of auditing.
- ✓ Recognize key auditing concepts, processes, and methodologies.
- ✓ Identify risks and ensure compliance within your department.
- ✓ Improve internal controls to enhance efficiency and accuracy.
- ✓ Communicate effectively with auditors and compliance teams.

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Auditing for Non-Auditors

Course Outline

✓ DAY 1

Auditing Basics and Why It Matters

- ✓ What is auditing? Purpose, principles, and benefits.
- ✓ Key types of audits: Financial, operational, compliance, and performance audits.
- ✓ The role of auditors and non-auditors in the process.
- ✓ Ethical considerations and professional skepticism.

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Course Outline

✓ DAY 2

The Audit Process from Start to Finish

- ✓ Planning and preparing for an audit.
- ✓ Identifying risks and controls.
- ✓ Gathering and documenting audit evidence.
- ✓ Common audit procedures and techniques.

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Course Outline

✓ DAY 3

Risk Management and Internal Controls

- ✓ Understanding risk assessment and mitigation strategies.
- ✓ Designing effective internal controls for fraud prevention.
- ✓ Identifying red flags in financial and operational processes.
- ✓ Implementing corrective actions after an audit.

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Course Outline

✓ DAY 4

Compliance and Regulatory Requirements

- ✓ Overview of key regulations and standards.
- ✓ Industry-specific compliance considerations.
- ✓ The role of corporate governance in audits.
- ✓ How to respond to audit findings and recommendations.

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Course Outline

✓ DAY 5

Communicating Audit Findings and Next Steps

- ✓ Writing clear and actionable audit reports.
- ✓ Best practices for presenting audit results to stakeholders.
- ✓ Handling difficult audit conversations with confidence.
- ✓ Developing an action plan for continuous improvement.

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Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
May 10, 2027	May 14, 2027	5 days	5950.00 \$	USA , Los Angeles
Aug. 9, 2027	Aug. 13, 2027	5 days	4250.00 \$	UAE , Abu Dhabi
Nov. 23, 2026	Nov. 27, 2026	5 days	4250.00 \$	UAE , Dubai
Jan. 18, 2027	Jan. 22, 2027	5 days	4250.00 \$	UAE , Dubai

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