ACCT 4400.01: Auditing- Professional Responsibilities

Instructor Information:

Instructor Name:	**Madhuri Bandla, CPA, CFE** (She/Her)
Title:	Senior Lecturer, Dept. of Accounting
Office Location:	BLB 338C
Office Hours:	**Mondays: 11:30 am-12:30 pm** **Tues/Thu: 2:00 - 3:00 pm**

Appointments preferred: Link to schedule and Zoom info posted to Canvas. Please specify if Zoom or in my office. If available times do not work, please email to schedule for other day/time.
Email:madhuri.bandla@unt.edu

Communication Expectations: I will respond to emails between 24-48 hours.
Please turn on your notifications in Canvas to ensure you receive an email when I make important updates or announcements. Please mention your course AND section number in your email to me.

Course Information:

Class Time and Place: Monday and Wednesday 12:45 pm-2:05 pm at BLB 140

Final Exam: Monday, 12/7 Final Exam at 10:30 am-12:00 pm at BLB 140

Overview:

This course is an introduction to auditing and the professional responsibilities of a career in any specialty of the accounting profession. Auditing is a systematic process of obtaining and evaluating evidence about assertions made by another party. The primary objective of this course is for you to understand the process of auditing a company's financial statements and internal controls over financial reporting. Topics include the legal and ethical responsibilities of accountants; professional auditing standards; the acquisition, evaluation, and documentation of audit evidence; reports on the results of the engagement.

Pre-Requisites:

ACCT 3120 and ACCT 4100, both with a grade of C or better, and BLAW 3430.
Note: ACCT 4400 may not be taken more than twice at UNT.

Look Forward Provision:

This course serves as a prerequisite for ACCT 5110, ACCT 5120, ACCT 5200, ACCT 5310, ACCT 5410, ACCT 5440, ACCT 5450, and ACCT 5480. It may also be a prerequisite for some non-accounting courses. Please discuss your course schedule with your advisor.

Course Materials:

ACCT 4400.01: Auditing- Professional Responsibilities

Auditing & Assurance Services: A Systematic Approach. Messier, Glover, and Prawitt. 12th ed. 2022. **Connect Access is required**

Please contact McGrawhill **if you need help with student registration:** Video **Student Support Site**

Tech Support:
Phone: (800) 331-5094
Live chat/email: https://mhedu.force.com/CXG/s/ContactUs

Course Objectives:

Course-level Outcomes Upon successful completion of this course, the learner will be able to…	
Outcome 1	Apply key elements of the AICPA Code of Professional Conduct and identify professional responsibilities of both auditors and CPAs in general.
Outcome 2	Apply the audit risk model as an audit planning tool
Outcome 3	Design and evaluate audit procedures to test specific financial statement assertions.
Outcome 4	Perform controls testing and substantive procedures
Outcome 5	Select the appropriate audit opinion for a given situation.
Outcome 6	Identify fraud red flags.

Core Category: Capstone

This is the capstone course under Social and Behavioral Science for the BBA in Accounting. See the UNT Core Curriculum for more information. As an integral part of the core curriculum, engaging in this course will allow the student to develop and demonstrate the core objectives of Critical Thinking, Communication, Empirical and Quantitative, and Social Responsibility.

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Cases, Individual Work and Audit Teamwork:

We use cases and a semester-long project to develop and apply technical audit knowledge and critical thinking skills, and to improve your understanding of professional issues, ethical issues, and current issues in auditing. All individual work must be your own without input from current or former students. All audit teamwork must be your team's own without input from current or former students outside your team. All audit teamwork is completed in an audit team of two students. When students work in audit teams, it is expected that they work together on all aspects of the task, rather than breaking down the task and each person working on only part of the whole. You can select your team mate. If you do not form a team, I will assign you to one. Be a good teammate. I reserve the right to adjust team membership and disband teams. Depending on enrollment, just one team might have three students. Each team member must be in the same section.

Course Topic:

Unit 1: Audit Fundamentals (chapters 1,2,19, 20)
- Introduction to Auditing
- The Auditing Environment and Standards
- Independence, Ethics and Professional Conduct
- Legal Liability

Unit 2: An Integrated Audit of Internal Controls and Financial Reporting (chapters 3,4,5,6,7)
- Audit Planning & Materiality
- Risk Assessment and Fraud
- Evidence and Documentation
- Internal Controls in a Financial Statement Audit
- Auditing Internal Controls

Unit 3: Audit Sampling, Completing the Audit, and Fraud (chapters 8,9,10,17,18)
- Auditing Revenue
- Audit Sampling – Test of Controls
- Audit Sampling – Substantive Testing
- Completing the Audit
- Audit Reports

Course Requirements:

It is critical that you approach the course with rigor and organization. The material builds on itself, so it is essential to have a good start, without falling behind.

Point distribution

Assessment	Points	Percentage of Course Grade
Exam 1	90	18%
Exam 2	90	18%
Final Exam	90	18%
Chapter Quizzes (14 *3 points)	42	8%
Audit Sampling assignment-Individual	20	4%
Class Participation & Quizzes	14	3%
Smartbook Assignments	14	3%
Written Assignment	30	6%
Audit Industry Experts Project (AIEP) – Team	70	14%
Audit Cases – Team	40	8%
Total Points Possible	**500**	**100%**

Grading Scale:
The course grade will be determined using the following grading scale.

Course Grade	Points Required
A	450-500
B	400-449
C	350-399
D	300-349
F	Less than 300

NOTE: Your grade is completely based on your performance in this course. Whatever grade you need to graduate, etc. is the result of your performance in prior classes and is irrelevant to the grading process in this course. When you take a class, you are responsible for all class requirements and your course standing. The Accounting Department strictly enforces university policy regarding W grades. It is your responsibility to be aware of and comply with all deadlines relating to withdrawals.

Participation: Participation is measured based on attendance in class, participating in discussions and by answering polling questions for quizzes during the live classes. Polling and attendance checks may be done anytime during a live class.

Chapter Quizzes: There is one required quiz for every chapter through McGraw-Hill's Connect platform

Smartbook Assignments: Smartbook encourages reading the concepts and answering sample questions to test you understanding. It is an interactive assignment.

Written Assignment: This assignment relates to integrating insights from internal and external audit guest lectures for which further instructions are provided on Canvas (to be submitted after the guest lecture)

Exams: There are 2 midterm exams and 1 final. Exam preparation will require reading and mastering all learning objectives covered during readings, homework, notes and videos. Exams are closed book and closed-notes. No electronic media, including cellphones are permitted. They are at the specific dates and times mentioned in the schedule.

A missed exam will count as a zero (0) unless there is a documented, university accepted excuse for missing the exam. Examinations must be taken at the scheduled date and time. Examinations may be rescheduled only under extraordinary circumstances, which must be approved prior to the examination. For authorized or university accepted excused absences, the percentage score from the final exam results will be applied to the missed exam score.

Authorized absences due to participation in university sponsored activities must be approved in advance by department chairs and/or academic deans, based on the nature of the event.

Excused absences due to other causes, such as illness, emergency, death in the family, etc. are termed "excused" or "not excused" at the discretion of the instructor and in accordance with department and university policy. Students should provide proof that the absence was unavoidable, such as a physician's statement, accident report, obituary, etc. (Note: The Student Health and Wellness Center provides cards that verify the date and time of a student's visit. Hospitalized patients are given a form showing the inclusive dates of their hospitalization.)

Religious Holidays: In accordance with state law, students who are absent due to the observance of a religious holiday may take examinations for the day missed within a reasonable time after the absence. Travel time required for religious observances shall also be excused. Only holidays or holy days observed by a religion whose place of worship is exempt from property taxation under Section 11.20 of the Tax Code may be included.

Extra Credit: Extra credit opportunities will be available and communicated via Canvas.

Audit Industry Experts Project (AIEP): Team Semester-Long Project

AIEP is **a team assignment to be completed in the same team as the Audit Team Cases below.** AIEP requires demonstration of the core objectives of critical thinking, communication skills, EQS, and social responsibility. Throughout the semester you will become an expert in an industry of your choice. You will choose a company and perform the initial phases of an audit. You will learn who they are, what they do, how they operate, what their key risks are, etc. By comparing this company to its competitors, you will develop expertise in this industry. This project will require you to directly apply class concepts to your company and its industry. Please see the **detailed AIEP description file** on Canvas for instructions for each AIEP deliverable, how AIEP links to class concepts, and how the AIEP deliverables are connected.

Audit Team Cases:

- **Confirmation:** Confirm cash balances (More information in Canvas)
- **Vouch and Trace:** Sampling and substantive testing for revenue (More information on Canvas)

- **Late Submission of Assignments:**

Assignments submitted late (individual and team) will **receive a zero** that cannot be made up without adequate documentation of a university-excused absence. Deadlines in the syllabus are always correct, even if there is a conflict with a deadline listed in Canvas. UNT is committed to providing a reliable IT system to all users. However, in the event of an unexpected server outage or unusual technical difficulty which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and contact the UNT IT Help Desk (helpdesk@unt.edu; 940.565.2324) and obtain a ticket number. The instructor and the UNT IT Help Desk will work with the student to resolve any issues at the earliest possible time.

- **Turnitin Submissions:**

All assignments are submitted via Canvas, and most assignment submissions will be screened by Turnitin. Turnitin is a web-based plagiarism detection service. Before submitting written assignments to Turnitin, **remove your title page and other personal information**. Any written assignment that is not submitted to Turnitin will not be accepted and will not be graded. From our class Canvas, click the Assignments link on the left, and click the link for the assignment you are submitting

UNT, RCOB and Dept of Accounting Policies:

Withdrawals:

University policy relative to withdrawals will be followed. You should consult with your academic advisor prior to withdrawing from or dropping this course. Please be aware of UNT drop dates as no exceptions can be made.

Academic Integrity Policy

The G. Brint Ryan College of Business takes academic honesty seriously. Ethics and integrity are important business values, essential to building trust and adhering to both professional and legal standards. Academic dishonesty destroys trust, damages the reputation and the value of the degree and is unacceptable.

According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions from admonition (a warning) to expulsion from the University.

Some of the most common examples of academic integrity violations include plagiarism or cheating, such as unauthorized assistance on examinations, homework, research papers or case analyses. Your work must be entirely your own. When working on assignments, you should not discuss your work with others unless approved by the course instructor. Group assignments should only be discussed with members assigned to your group, and all group members may be held accountable in some way for known academic integrity violations in a group assignment.

Another example of academic dishonesty relates to improper attribution. When preparing your assignments, you must cite all outside sources in the manner requested by your instructor. Copying or using material from any source prepared by or previously submitted by others, at UNT or other institutions, or downloaded from the Internet, is plagiarism. Unless directed otherwise in an assignment, large scale "cutting and pasting" from other sources, even if properly footnoted, is not appropriate. You should synthesize this material in your own words and provide a footnote. Your instructor will specify what materials, if any, may be used on the tests and exams.

Using materials other than those permitted, talking with other individuals during the exam, individuals exchanging information about an exam when one has taken the exam and the other has not, or copying or using material from another individual's exam is academic dishonesty and will result in a meeting to discuss academic integrity violations and potentially issue sanctions mentioned above, and may result in ineligibility for academic scholarships. The use of online assistance, such as sites commonly used for finding homework solutions, group chat, cell phones, smart watches, and similar tools during exams is not allowed for any reason unless specifically permitted. No portion of an exam may be copied or photographed without permission.

Students are expected to conduct themselves in a manner consistent with the University's status as an institution of higher education. A student is responsible for responding to a request to discuss suspected academic dishonesty when issued by an instructor or other University official. If a student fails to respond after a proper attempt at notification has been made, the University may take appropriate academic actions in the absence of the student's participation.

Academic dishonesty will not be tolerated. Students caught cheating or plagiarizing will receive a "0" for that assignment or exam. Any grade reduction based on academic dishonesty cannot be made up in any way. Additionally, the incident will be reported to the Dean of Students, who may impose further penalty.

For more information on the UNT academic integrity policy see:
http://policy.unt.edu/sites/default/files/untpolicy/pdf/7-Student_Affairs-Academic_Integrity.pdf

ADA Policy
UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one's specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website (https://disability.unt.edu/).

Prohibition of Discrimination, Harassment, and Retaliation (Policy 16.004)
The University of North Texas (UNT) prohibits discrimination and harassment because of race, color, national origin, religion, sex, sexual orientation, gender identity, gender expression, age, disability, genetic information, veteran status, or any other characteristic protected under applicable federal or state law in its application and admission processes; educational programs and activities; employment policies, procedures, and processes; and university facilities. The University takes active measures to prevent such conduct and investigates and takes remedial action when appropriate.

Emergency Notification & Procedures
UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

Retention of Student Records
Student records pertaining to this course are maintained in a secure location by the instructor of record. All records such as exams, answer sheets (with keys), and written papers submitted during the duration of the course are kept for at least one calendar year after course completion. Course work completed via the Canvas online system, including grading information and comments, is also stored in a safe electronic environment for one year. Students have the right to view their individual record; however, information about student's records will not be divulged to other individuals without proper written consent. Students are encouraged to review the Public Information Policy and the Family Educational Rights and Privacy Act (FERPA) laws and the University's policy. See UNT Policy 10.10, Records Management and Retention for additional information.

Acceptable Student Behavior
Student behavior that interferes with an instructor's ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all

instructional forums, including University and electronic classroom, labs, discussion groups, field trips, etc. Visit UNT's Code of Student Conduct https://deanofstudents.unt.edu/conduct to learn more.

Access to Information - Eagle Connect
Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail Eagle Connect (https://it.unt.edu/eagleconnect).

Recordings, Video recordings, PowerPoints, and Handouts
Recordings, Video recordings, PowerPoints, and handouts by the instructor may be made available to students enrolled in this class to refer to throughout the semester. They are the intellectual property of the instructor and McGraw-Hill Publishers. They are also copyrighted and reserved for use ONLY by students in this class and only for educational purposes. Students may NOT sell, post, or otherwise share these materials, in any form. Failure to follow this restriction is a violation of the UNT Code of Student Conduct and could lead to legal and/or disciplinary action.

Student Verification
UNT takes measures to protect the integrity of educational credentials awarded to students enrolled in distance education courses by verifying student identity, protecting student privacy, and notifying students of any special meeting times/locations or additional charges associated with student identity verification in distance education courses. See UNT Policy 07-002 Student Identity Verification, Privacy, and Notification and Distance Education Courses (https://policy.unt.edu/policy/07-002).

BLB Severe Weather
In the event of severe weather, all Business Leadership Building (BLB) occupants should immediately seek shelter in a designated shelter-in-place area in the building. If unable to safely move to a designated shelter-in-place area, seek shelter in a windowless interior room or hallway on the lowest floor of the building. All building occupants should take shelter on the basement level in BLB rooms 055, 077, 090, and the restrooms, or on the first floor, in BLB rooms 170, 155, and the restrooms.

BLB Bomb Threat/Fire
In the event of a bomb threat or fire in the BLB, all building occupants should immediately evacuate the building using the nearest exit. Do NOT use the elevators. Once outside, proceed to the designated assembly area. If unable to safely move to the designated assembly area, the instructor will contact one or more members of their department or unit to let them know you are safe and inform them of your whereabouts. Persons with mobility impairments who are unable to safely exit the building should move to a designated area of refuge and await assistance from emergency responders. All BLB occupants should immediately evacuate the building and proceed to the south side of Crumley Hall in the grassy area, west of parking lot 24.

Important Notice for F-1 Students taking Distance Education Courses
Federal Regulation

To read detailed Immigration and Customs Enforcement regulations for F-1 students taking online courses, please go to the Electronic Code of Federal Regulations website (http://www.ecfr.gov/). The specific portion concerning distance education courses is located at Title 8 CFR 214.2 Paragraph (f)(6)(i)(G).

The paragraph reads:

(G) For F-1 students enrolled in classes for credit or classroom hours, no more than the equivalent of one class or three credits per session, term, semester, trimester, or quarter may be counted toward the full course of study requirement if the class is taken on-line or through distance education and does not require the student's physical attendance for classes, examination or other purposes integral to completion of the class. An on-line or distance education course is a course that is offered principally through the use of television, audio, or computer transmission including open broadcast, closed circuit, cable, microwave, or satellite, audio conferencing, or computer conferencing. If the F-1 student's course of study is in a language study program, no on-line or distance education classes may be considered to count toward a student's full course of study requirement.

University of North Texas Compliance

To comply with immigration regulations, an F-1 visa holder within the United States may need to engage in an on-campus experiential component for this course. This component (which must be approved in advance by the instructor) can include activities such as taking an on-campus exam, participating in an on-campus lecture or lab activity, or other on-campus experience integral to the completion of this course.

If such an on-campus activity is required, it is the student's responsibility to do the following:

(1) Submit a written request to the instructor for an on-campus experiential component within one week of the start of the course.

(2) Ensure that the activity on campus takes place and the instructor documents it in writing with a notice sent to the International Student and Scholar Services Office. ISSS has a form available that you may use for this purpose.

Because the decision may have serious immigration consequences, if an F-1 student is unsure about his or her need to participate in an on-campus experiential component for this course, s/he should contact the UNT International Student and Scholar Services Office (telephone 940-565-2195 or email internationaladvising@unt.edu) to get clarification before the one-week deadline.

Academic Support and Student Services:

Student Support Services

Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- Student Health and Wellness Center (https://studentaffairs.unt.edu/student-health-and-wellness-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- UNT Care Team (https://studentaffairs.unt.edu/care)
- UNT Psychiatric Services (https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry)
- Individual Counseling (https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling)

Additional Student Support Services

- Registrar (https://registrar.unt.edu/registration)
- Financial Aid (https://financialaid.unt.edu/)
- Student Legal Services (https://studentaffairs.unt.edu/student-legal-services)
- Career Center (https://studentaffairs.unt.edu/career-center)
- Multicultural Center (https://edo.unt.edu/multicultural-center)
- Counseling and Testing Services (https://studentaffairs.unt.edu/counseling-and-testing-services)
- Pride Alliance (https://edo.unt.edu/pridealliance)
- UNT Food Pantry (https://deanofstudents.unt.edu/resources/food-pantry)

Academic Support Services

- Academic Resource Center (https://clear.unt.edu/canvas/student-resources)
- Academic Success Center (https://success.unt.edu/asc)
- UNT Libraries (https://library.unt.edu/)
- Writing Lab (http://writingcenter.unt.edu/)

Succeed at UNT:

UNT endeavors to offer you a high-quality education and to provide a supportive environment to help you learn and grow. And, as a faculty member, I am committed to helping you be successful as a student. Here's how to succeed at UNT: Show up. Find support. Take control. Be prepared. Get involved. Be persistent. To learn more about campus resources and information on how you can achieve success, go to http://success.unt.edu/

Tentative Class Schedule: Dates and assignments are tentative and subject to change. You are responsible for keeping up with any changes made and discussed through emails and announcements. Separate attachment of the schedule is available on Canvas.

Due date is not the start date. Please start assignments in advance to allow time for completion.

ACCT 4400.01: Auditing- Professional Responsibilities

Wee	Clas	D	Date	Chapters	Topic	Class Meeting at BLB	Projects/Writing Assignments Du	Assignment and Homework Quiz Due Da
1	1	M	8/17	Chapter 1	Introduction to Auditing:	Yes		8/23
	2	W	8/19/2026	Chapter 1	Introduction to Auditing	Yes		
2	3	M	8/24/2026	Chapter 2	Auditing Environment and Standards	Yes		
	4	W	8/26/2026	Chapter 2	Auditing Environment and Standards	Yes		8/30
3	5	M	8/31/2026	Chapter 19	Independence, Ethics and Professional	Yes		
	6	W	9/2/2026	Chapter 19	Independence, Ethics and Professional Standards	Yes	**Team Intro and Claim Company by 9/6**	9/6
4	7	M	**9/7/2026**	**LABOR DAY HOLIDAY**		UNT Holiday		9/13
	8	W	9/9/2026	Chapter 20 and Review	Legal Liability	Yes		
5	9	**M**	**9/14/2026**	**EXAM 1 (Chapters 1,2,19,20) using BLB laptops in BLB 140**				
	10	W	9/16/2026	Chapter 3	Audit Planning and Materiality	Yes		
6	11	M	9/21/2026	Chapter 3	Audit Planning and Materiality	Yes	**AIEP 1: Due 9/27**	9/20
	12	W	9/23/2026	Chapter 4	Risk Assessment and Fraud	Yes		9/27
7	13	M	9/28/2026	Chapter 5	Audit Evidence and Documentation	Yes		10/4
	14	W	9/30/2026	Chapter 5	Audit Evidence and Documentation	Yes		
8	15	M	10/5/2026	Chapter 6	Internal Controls in a Financial Statement Audit-	Yes		10/11
	16	W	10/7/2026	Chapter 6	**Work on AIEP 2**	**No**	**AIEP 2: Due 10/11**	
9		M	10/12/2026	Chapter 7	Auditing Internal Controls	**Yes**		10/18
		W	10/14/2026	Chapter 7 & Review	**Exam Review: ZOOM**	**No**		
10		**M**	**10/19/2026**	**EXAM 2(Chapters 3,4,5,6,7) at BLB 140**				
		W	10/21/2026	Chapter 10	Auditing Revenue	Yes		
11	17	M	10/26/2026	Chapter 10	Auditing Revenue	Yes	**Confirmation Case: Due 10/28**	10/25/2026
	18	W	10/28/2026	Chapter 8	Audit Sampling	Yes		
12	19	M	11/2/2026	Chapter 8	Audit Sampling	Yes		11/8/2026
	20	W	11/4/2026	Chapter 9	Audit Sampling- Substantive Testing	Yes	**PPS Sampling due 11/8**	
13	21	M	**11/9/2026**	**Guest Lecture I in class**	Practice Insights - Guest Lecture	Yes		
	22	W	11/11/2026	Chapter 9	**Work on AIEP 3**	**No**	**AIEP 3- Due 11/15**	11/15
14	23	M	**11/16/2026**	**Guest Lecture II in class**	Practice Insights - Guest Lecture	Yes	Writing Assignment due 11/17	
	34	W	11/18/2026	Chapter 17	Completing the Audit	Yes		11/29
15	25	M	11/23/2026	THANKSGIVING BREAK - HOLIDAYS		Yes		
	26	W	11/25/2026	THANKSGIVING BREAK - HOLIDAYS		Yes		
16	29	M	11/30/2026	Chapter 18	Audit Reports	Yes	**Vouch and Trace: Due 12/1**	12/2/2026
	30	W	12/2/2026	Chapter 18	Chapter 18 and Exam Review	Yes		
17		**M**	**12/7/2026**	**Final Exam on Monday, 12/7 at 10:30 am-12:30 pm**	**Chapters 8,9,10, 17, 18 and any other notified in class. Exam Location : BLB 140**			