Fraud Audit Techniques using Excel

Course Description

Microsoft Excel provides some easy-to-use tools that can greatly enhance and expedite the fraud audit process. With all detective work, you want to be able to sift through a large volume of data and utilize a tool that is adequately flexible for you to perform immediate investigations of anything questionable. Excel provides a number of different tools however we are going to focus on a couple of extremely useful ones: Auto filter, Arrays as well as a couple of extremely useful functions that include TEXT(),WEEKDAY(), IFERROR(), IFNA(), MATCH() and MOD().

Another tool used in fraud audits that does not necessarily require Excel, but can be used in conjunction with Excel, is Benford's Law. Benford's law is based on an observation that in certain large data sets, certain digits appear more frequently than others. By comparing the distribution of first digits in some accounting data, this tool can assist you in determining where more investigation is necessary by helping to pinpoint where data may have been contrived through fraud.

There is an accompanying Excel file so that you can walk through all the exercises.

Completion Deadline & Exam: This course, including the examination, must be completed within one year of the date of purchase.

Course Level: Overview
CPE Credits: 2 (CPA
Category: 1 CPE Audit and 1 CPE Computer Software and Applications
Prerequisite: You need Excel 2013-2019 and/or Microsoft 365 to use these functions.
Advanced Preparation: None

Course Learning Objectives

After studying this course, you will be able to:

1. Recognize and identify when Auto Filter and conditional formatting may be utilized to highlight exceptions
2. Recognize how to use VLOOKUP and IFERROR/IFNA functions when comparing lists
3. Recognize different array formulas, lookup functions as well as a few other functions that are useful for comparing lists and displaying data

4. Identify and eliminate duplicate items
5. Identify gaps in a sequence using Excel
6. Recognize Benford's Law and how it to use it