



## **Course Syllabus: Auditing**

Dillard College of Business Administration

ACCT 4063-101

Fall 2026; August 25 – December 3

Classes on Tuesday and Thursday 9:30-10:50am; Room 129

### **Contact Information**

Instructor: Dr. Jaime L. Grandstaff

Office: #210

Office hours: Tu/Th 11am-12pm & 2-3pm; W 11am-2pm. Please stop by or if you want to schedule an appointment, please do so 24-hours in advance via email.

Students with appointments will be served first. Zoom meetings are available.

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### **Course Description**

Theory, practice, and procedure of auditing; internal accounting control; auditing standards and principles; working papers and reports.

Prerequisite: ACCT 3043 Intermediate Accounting II or concurrent enrollment.

### **Textbook & Instructional Materials**

Required: Connect Access and Textbook for William F. Messier, Jr., Steven M. Glover, Douglas F. Prawitt, and Brant E. Christensen, Auditing and Assurance Services: A Systematic Approach, 2025 Release, McGraw-Hill. "Connect" is the online assignment platform that is required for this course.

Required digital materials for this course are part of the Courseware Access and Affordability Program at MSU Texas. Students are charged for required course materials on their student account with the Business Office. Any students who wish to opt-out of the Program and purchase the required course materials on their own must do so prior to the deadline provided by the bookstore. Opt-out instructions are sent to students' official my.msutexas.edu email address after the first day of class. Please contact the MSU Bookstore if you have any questions about the opt-out process.

Please obtain a 4-function calculator for exams.

## **Learning Goals**

*General Learning Goals:* This course supports the general learning goals of the accounting degree program by developing students' critical thinking, analytical mindsets, problem-solving, and professional judgement. Through classroom discussions, case/project analyses, homework assignments, and examinations, students will learn to evaluate and interpret audit-related information. Students will apply auditing concepts and standards to real-world situations, and exercise professional skepticism in the assessment of risk, materiality, internal controls, and audit evidence. Emphasis is placed on understanding both why and how audits are performed, while discussing ethical professional conduct that is essential to a successful career in auditing and assurance services.

*Course Specific Learning Goals:* This course seeks to provide the undergraduate accounting student with a foundation in auditing and assurance services. Upon successful completion of this course, students should be capable of the following:

- Understand and be able to use auditing terminology;
- Develop a basic understanding of audits of internal control;
- Understand the steps in the audit process from planning the audit to assessing internal control, through developing and completing an audit program;
- Understand basic auditing concepts including audit sampling and the accumulation of audit evidence;
- Understand how to collect, document, and interpret audit evidence;
- Understand the steps and documentation necessary to complete an audit engagement.
- Demonstrate a comprehensive knowledge of the types of audit reports that exist and when they should be used; and
- Understand and employ the concept of Professional Skepticism.

## **Study Hours and Tutoring Assistance**

Federal guidance ([Code of Federal Regulations](#)) defines a credit hour as one hour of direct faculty instruction and a minimum of two hours of out-of-class student work per week for approximately fifteen weeks. Therefore, please plan to spend at least approximately 6 hours per week outside of class reading, viewing instructional videos, completing assignments, and studying course materials. Actual time required will vary by student and topic.

Midwestern State University offers the Office of Tutoring and Academic Support Programs ([TASP](#)) with a variety of resources designed to help students meet the demands of the college classroom. The TASP's mission is providing the necessary support to help students achieve academic success.

## **Student Handbook**

Refer to: [Student Handbook](#)

## Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Office of Student Conduct](#)

## Moffett Library

Moffett Library provides resources and services to support student's studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and use information. Get started on this [Moffett Library webpage](#) to explore these resources and learn how to best utilize the library.

## Grading

Grades are based on the available points that you earn and are not negotiated. Check your grades posted on D2L and Connect regularly and let me know immediately if there appears to be a discrepancy or if you have any concerns about your grade as there may be suggestions for improvement. Nothing can be done; however, at the end of the semester once the final grades have been calculated. Final grades will strictly follow the point cutoffs and will not be rounded. For example, 629.99 points is a "B." There are no options for extra credit. Grades are confidential and will not be disclosed by email or by phone. Please set up an appointment to discuss any questions.

*Table 1: Points allocated to each assignment*

| Assignments                         | Points |
|-------------------------------------|--------|
| Connect Homework (15 x 5 pts each)  | 75     |
| Connect SmartBook (15 x 5 pts each) | 75     |
| Projects                            | 100    |
| Participation                       | 50     |
| Mid-Term Exams (3 x 100 pts each)   | 300    |
| Final Exam                          | 100    |
| Total Points                        | 700    |

*Table 2: Total points for final grade.*

| Grade | Points |
|-------|--------|
| A     | 630    |

| <b>Grade</b> | <b>Points</b> |
|--------------|---------------|
| B            | 560 to 629    |
| C            | 490 to 559    |
| D            | 420 to 489    |
| F            | Less than 419 |

### **Homework**

There will be 16 homework assignments over the course of the semester scheduled on Connect, each worth 5 points. You will be allowed to drop your lowest homework score, which results in 75 points available for homework.

### **SmartBook**

There will be 16 SmartBook reading assignments over the course of the semester scheduled on Connect, each worth 5 points. You will be allowed to drop your lowest SmartBook score, which results in 75 points available for SmartBook.

### **Projects**

There will be multiple projects worth 100 points in total that will be discussed during class throughout the semester.

### **Participation**

Regular participation is required in this course. Points are earned based on each session's participation tasks. These can be in the form of discussions, roll sheets, pop quizzes, or mini-tasks as assigned. Students may earn up to 50 points in participation.

### **Mid-Term Exams**

There are three mid-term exams, each worth 100 points.

### **Final Exam**

The final exam is worth 100 points and will be administered on Tuesday, December 8, 2026 from 8-10am.

Each exam will contain multiple choice, short answer, and/or case-type questions. Exams will cover assigned chapters, lecture content from chapters, homework, and SmartBook readings.

### **Extra Credit**

There will be no opportunity for extra credit in this course.

## **Late Work**

Assigned work must be submitted by the due date. Late assignments will not be accepted for credit, regardless of your personal situation. To ensure fairness for all students, please be accountable to yourself and others by not asking for extensions. Individual requests will not be available.

## **Make Up Exams**

For extenuating or emergency circumstances, students must fill out a Student Absence Letter Request with the Office of Student Rights and Responsibilities. This office will document your situation and your professor will determine the course of action regarding an exam make-up.

## **Important Dates**

- Last day for term schedule changes: Check date on [Academic Calendar](#).
- Deadline to file for graduation: September 21, 2026
- Last Day to drop with a grade of "W:" November 23, 2026
- Refer to: [Drops, Withdrawals & Void](#)

## **Desire-to-Learn (D2L)**

Extensive use of the MSU D2L program is a part of this course. Each student is expected to be familiar with this program as it provides a primary source of communication regarding assignments, examination materials, and general course information. You can log into [D2L](#) through the MSU Homepage. If you experience difficulties, please contact the technicians listed for the program or contact your instructor.

## **Attendance**

Regular attendance in class is required. More than one absence will be detrimental to your grade (by loss of participation points). Chapter reading assignments must be completed timely to prepare for class. You are expected to be on-time and be an active learner by asking questions, responding to questions, and participating in class discussions. You should also exhibit professionalism every time you are in class. Unprofessional behavior includes, but is not limited to: arriving late, excessive/disruptive talking in class, sleeping, cell phone ringing/texting, personal computer usage unrelated to the class (e.g., emailing, social media, watching video content, etc.), and working on materials for another class (e.g., obvious keyboard typing when not necessary during the class). Disrespectful behavior towards your colleagues and/or professor is not acceptable. While we believe that class attendance is essential for success, it is also important to protect the health of our community. Please be aware of symptoms of illness and assess your health before coming to class. Please contact me if you are unable to come to class and prepare to collaborate to fulfill

course requirements, assignments, and chapter content. Also, watch eLectures, when available in Connect, and visit with your colleagues to keep up with class.

A student with excessive absences may be dropped from a course by the instructor. The attendance policy is linked to participation points and records are kept through the participation tasks or roll sheets. The instructor will give the student a verbal or written warning prior to being dropped from the class. Instructor's records will stand as evidence of absences.

### **Recording Classes**

***\*Recording classes is generally prohibited without the professor's explicit permission.*** Such recordings, when permitted, are for personal use only and may not be uploaded to the internet or otherwise shared, transmitted, or published without the professor's prior consent. Some faculty may not permit recordings of their classes. When it is feasible and appropriate, students may record classes to accommodate disabilities under the Americans With Disabilities Act, with prior approval of Disability Support Services. Such recordings may not be uploaded to the internet or otherwise shared, transmitted, or published.

### **Instructor Class Policies**

**Conduct:** One of the purposes in obtaining a business degree is to receive training to become successful in your future business roles. Just like your future organizations will have expectations, this course requires that you arrive on time (a few minutes prior to the start of class), be prepared to start class promptly, and do not leave class early, unless you have received permission in advance. In this course, you are expected to dress modestly in a way that demonstrates respect for yourself and your colleagues. Cell phones should be silenced and put away before entering the lecture hall. Text messaging and/or talking on the phone during class are specifically prohibited. If you have an emergency situation that requires you to access your cell phone, please let me know before class or subsequently email me to document your usage. You cannot use your cell phone for your calculator, so please bring your calculator.

**Communication:** You should check your MSU email account daily. You are also expected to have reliable access to the Internet and the course sites so that you can download relevant course information, as well as check course announcements. It is assumed that each student has the necessary basic skills to succeed. Critical reading, listening, note-taking and study skills are absolutely essential to be successful in this class. Extensive technical reading is required and it is expected that you can study the assignments and attempt to comprehend the majority of the material prior to requesting assistance. You are responsible for seeking help when needed. I will not be continuously checking my email outside of 8am to 5pm M-F. Due to this timing, along with class periods and scheduled office hours, please do not expect an immediate response via email. I will attempt to respond within 48 hours (emails sent after 3pm on Friday

or over the weekend may not receive a response until Monday). Please do not wait until the week of an assignment or exam to seek assistance. If you have questions or do not understand the material, you should speak with me as soon as possible. Please schedule an appointment in advance during office hours and also consider additional resources (i.e., extra textbook videos / informal study groups). I look forward to working with you and discussing your list of questions.

**Artificial Intelligence Usage:** Any use of generative AI (GenAI) is strictly prohibited in this course, unless expressly required in the assignment instructions by your professor. Because accounting proficiency is developed through practice and application, students are expected to complete all coursework using their own efforts and understanding of the material. Unless expressly permitted by the instructor, GenAI tools should not be used to solve auditing problems, perform risk analysis, evaluate internal controls, or generate assignment responses. Students should contact the instructor if they have questions about whether a particular use of GenAI is appropriate.

### **Change of Schedule**

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

### **Refund and Repayment Policy**

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exists in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

### **Services for Students with Disabilities**

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Student Wellness Center, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#). Students are required to

complete this paperwork and present the details to their professor at least one week prior to an exam.

### **Emergency Aid Resources for Basic Needs**

Unexpected life circumstances can affect anyone. If you are experiencing challenges meeting basic needs—such as housing, utilities, food, transportation, healthcare, technology, textbooks or other life necessities, resources may be available to help. Visit the [Student Emergency Support and Resources webpage](#) to learn more, and explore emergency support opportunities through MSU and how to access them. For additional information, please contact the Office of Student Affairs: Clark Student Center #108, (940) 397-7500, [student.affairs@mstuexas.edu](mailto:student.affairs@mstuexas.edu).

### **College Policies**

#### *Campus Carry Rules/Policies*

Refer to: [Campus Carry Rules and Policies](#)

#### *Smoking/Tobacco Policy*

College policy strictly prohibits the use of tobacco products on any part of the MSU Texas campus, to include all buildings and grounds.

#### *Alcohol and Drug Policy*

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

#### *Campus Carry*

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

#### *Active Shooter*

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “*Run. Hide. Fight.*” which may be electronically accessed via the University police department’s webpage: [“Run. Hide. Fight.”](#)

### Grade Appeal Process

Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#).

### Course Schedule:

**\*Notice:** Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

Projects and participation will be discussed and often occur during class. Project due dates will be communicated in advance based on progress during sessions (noted as To-Be-Determined (TBD) below).

| Date          | Topics                                                                   | Due Dates at 11pm                  |
|---------------|--------------------------------------------------------------------------|------------------------------------|
| Aug. 25 (Tu)  | Course Introduction                                                      | n/a                                |
|               | <b>Unit 1: Auditing Foundations</b>                                      |                                    |
| Aug. 27 (Th)  | Chapter 1: An Introduction to Assurance and Financial Statement Auditing | SmartBook and HWK for Ch1 due 9/1  |
| Sept. 1 (Tu)  | Chapter 2: The Financial Statement Auditing Environment                  | SmartBook and HWK for Ch2 due 9/3  |
| Sept. 3 (Th)  | Chapter 19: Professional Conduct, Independence, and Quality Management   | SmartBook and HWK for Ch19 due 9/8 |
| Sept. 8 (Tu)  | Chapter 3: Audit Planning, Types of Audit Tests, and Materiality         | SmartBook and HWK for Ch3 due 9/10 |
| Sept. 10 (Th) | Chapter 4: Risk Assessment                                               | SmartBook and HWK for Ch4 due 9/15 |
| Sept. 15 (Tu) | Review for Exam 1                                                        | n/a                                |
| Sept. 17 (Th) | Exam 1 (chapters 1-4, 19)                                                | n/a                                |
|               | <b>Unit 2: Evidence, Audit Risk and Internal Controls</b>                |                                    |

| <b>Date</b>   | <b>Topics</b>                                                                      | <b>Due Dates at 11pm</b>             |
|---------------|------------------------------------------------------------------------------------|--------------------------------------|
| Sept. 22 (Tu) | Chapter 5: Evidence and Documentation                                              | SmartBook and HWK for Ch5 due 9/24   |
| Sept. 24 (Th) | Chapter 6: Internal Control in a Financial Statement Audit                         | SmartBook and HWK for Ch6 due 9/29   |
| Sept. 29 (Tu) | Chapter 7: Auditing Internal Control over Financial Reporting                      | SmartBook and HWK for Ch7 due 10/1   |
| Oct. 1 (Th)   | Internal Control Case Workshop                                                     | Due dates TBD.                       |
| Oct. 6 (Tu)   | Audit Data Analytics and Emerging Technologies                                     | Due dates TBD.                       |
| Oct. 8 (Th)   | Integrated Case: Risk Assessment and Controls                                      | Due dates TBD.                       |
| Oct. 13 (Tu)  | Exam 2 (chapters 5-7)                                                              | n/a                                  |
|               | <b>Unit 3: Audit Procedures</b>                                                    |                                      |
| Oct. 15 (Th)  | Chapter 8: Audit Sampling: An Overview and Application to Tests of Controls        | SmartBook and HWK for Ch8 due 10/20  |
| Oct. 20 (Tu)  | Chapter 9: Audit Sampling: An Application to Substantive Tests of Account Balances | SmartBook and HWK for Ch9 due 10/22  |
| Oct. 22 (Th)  | Chapter 10: Auditing the Revenue Process                                           | SmartBook and HWK for Ch10 due 10/27 |
| Oct. 27 (Tu)  | Chapter 11: Auditing the Purchasing Process                                        | SmartBook and HWK for Ch11 due 10/29 |
| Oct. 29 (Th)  | Chapter 13: Auditing the Inventory Management Process                              | SmartBook and HWK for Ch13 due 11/3  |
| Nov. 3 (Tu)   | Comprehensive Business Process Audit Case                                          | Due dates TBD.                       |
| Nov. 5 (Th)   | Comprehensive Business Process Audit Case                                          | Due dates TBD.                       |
| Nov. 10 (Tu)  | Exam 3 (chapters 8-11, 13)                                                         | n/a                                  |
|               | <b>Unit 4: Completing the Audit and Reporting</b>                                  |                                      |
| Nov. 12 (Th)  | Chapter 17: Completing the Audit Engagement                                        | SmartBook and HWK for Ch17 due 11/17 |

| <b>Date</b>  | <b>Topics</b>                                                      | <b>Due Dates at 11pm</b>             |
|--------------|--------------------------------------------------------------------|--------------------------------------|
| Nov. 17 (Tu) | Chapter 18: Reports on Audited Financial Statements                | SmartBook and HWK for Ch18 due 11/19 |
| Nov. 19 (Th) | Chapter 20: Legal Liability                                        | SmartBook and HWK for Ch20 due 11/24 |
| Nov. 24 (Tu) | Financial statement fraud and auditor report comparisons           | Due dates TBD.                       |
| Dec. 1 (Tu)  | Comprehensive Review and Applied Cases                             | Due dates TBD.                       |
| Dec. 3 (Th)  | Course Wrap-Up, Current Issues in Auditing, Final Exam Preparation | Due dates TBD.                       |
| Dec. 8 (Tu)  | Final Exam 8-10am                                                  | n/a                                  |