

**Panhandle Chapter of TSCPA
Outline for A&A Session
May 21 & 22, 2008**

**What Every CPA Needs to Know about the New Risk Assessment
SASs**

The new Risk Assessment Standards require audits be designed with intention—canned audit programs are discouraged. Vague audit objectives and canned audit programs produce uneven results and cause audit teams to waste precious audit time. This course reviews the new standards and what every CPA should know about them, even if the CPA doesn't perform audits.

Topics include:

- How the new risk assessment SASs will impact audit fees
- How to expand audit planning and documentation to meet the new standards
- How to get a handle on a broad audit subject
- What simple risk assessment models are available to help plan the audit
- How to use the concept of stop-and-go auditing to get the most bang for your buck

Length: 8 hours

How to Get Along with Auditors

Being audited rates right up there with getting a tooth pulled. But, if you understand the auditor's objectives and work with them, instead of against them, they will probably leave you alone sooner.

In this course, you'll learn:

- How to structure meetings with the auditor for maximum effectiveness
- How to establish a comfortable working relationship quickly
- How to maintain your professionalism under pressure



P.O. Box 202138
Austin, Texas 78720
phone~512.996.8588
fax~512.996.8585
leita@leitahart.com
www.leitahart.com

- How to ease tensions and enhance your relationship with the auditor

Who should attend: Anyone who has ever been or will ever be audited

Length: 2 hour

Fast, Easy, and Painless Writing

Is writing a drag for you? Does getting a document out seem to take an Act of Congress? In this session, you will learn tips for making the process painless and fun. You can enjoy expressing yourself in writing - even if it is on a dry subject.

Leita Hart, the author of *Accounting Demystified* (talk about a dry subject!) will tell you how to get it done fast, easy, and above all, well. And who knows? Maybe someone will actually enjoy reading it when you are done.

Objectives:

- How to structure a memo, report, or email that commands attention
- Which writing rules you learned in high school and college that you need to forget!
- How to save time as a reviewer and a writer
- What simple formatting techniques can increase the probability that your message will be read
- How to give feedback to co-workers about their writing
- How to avoid re-inventing the wheel by using standard formats for business writing

Length: 4 hours

Cash Flow Management - How the Big Boys Do It

To ultimately succeed, a business must be able to generate a healthy cash flow. Without it, a business will be unable to pay its bills and



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react quickly to market opportunities or threats. In this session, learn how mega-companies like Dell and Wal-Mart turn their operations into cash generating machines and learn how to apply these principles to your business.

HIGHLIGHTS

- How to maximize cash flow using four key principles
- How to design smart receivables, inventory, and payable systems
- How to measure the success of your redesign efforts

Length: 2 hours



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