

BRC Internal Auditor (Virtual)

Day 1

- 8:00 a.m. Session 1: Welcome and introduction
- 8:45 a.m. Session 2: Business processes
- 9:30 a.m. **Break**
- 9:45 a.m. Session 3: Auditing overview
- 10:30 a.m. Session 4: Auditing concepts
- 11:00 a.m. Session 5: Audit planning
- 12:00 p.m. **Lunch**
- 12:45 p.m. Session 5: *cont'd*
- 1:15 p.m. Session 6: Auditor attributes and interpersonal skills
- 2:00 p.m. Session 7: Conducting the audit
- 2:30 p.m. **Break**
- 2:45 p.m. Session 7: *cont'd*
- 3:15 p.m. Session 8: Reporting the audit
- 4:00 p.m. Day 1 Summary
- 5:00 p.m. **Close of day 1**

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Day 2

- 8:00 a.m. Day 1 Review
- 8:30 a.m. Briefing for Case Study
- 9:00 a.m. Undertake Case Study
- 10:00 a.m. **Break**
- 10:15 a.m. Undertake Case Study *cont'd*
- 12:00 p.m. **Lunch**
- 12:45 p.m. Undertake Case Study *cont'd*
- 2:30 p.m. **Break**
- 2:45 p.m. Undertake Case Study *cont'd*
- 3:30 p.m. Discuss Workplace Audit
- 4:30 p.m. Course Summary
- 5:00 p.m. **Course Close**