

CSA: From A to Z Course Outline

Course Overview:

This course introduces participants to self-assessment techniques, and prepares them to facilitate their first control self-assessment (CSA) workshop. The course first reviews the basic concepts of risks and controls, self-assessment techniques, and risk management activities. Then the seminar provides participants with actual, hands-on experience making presentations, generating discussions, and facilitating CSA workshops. The course is designed to help auditors pass The IIA's Certification in Control Self-Assessment (CCSA) Exam, and satisfy the facilitation training requirement for the CCSA certification.

Course Objectives:

- Understand the different types of self-assessment techniques
- Understand the skills and tools necessary for successful CSA
- Learn to effectively plan and facilitate a CSA workshop
- Practice recording CSA workshop data

Who Should Attend:

The course is designed for auditors and risk management personnel who want to understand self-assessment and practice their presentation and facilitation skills. A basic knowledge of risks and controls is helpful. The course can be divided into multiple parts to match the needs of the audience. The course can be from two to five days in length, and each participant is expected to make presentations and practice their facilitation skills multiple times in the session.

Course Modules:

- What is self-assessment
- Risk and control basics
- Impact of employee empowerment
- CSA Formats
- Implementation options
- CSA concepts – presentations by participants
- Facilitation skills overview
- Dealing with different personality types
- Preparing for a workshop
- Workshop practice and feedback sessions

Course Leader:

Larry Hubbard is a professional trainer and consultant with a broad background in accounting, auditing, and finance. Prior to founding Larry Hubbard & Associates, Larry's work experience included Mobil Corporation and Ernst & Young.

Administration

No advance preparation or prerequisites are necessary for this course but a basic knowledge of internal controls will be useful. The program level is basic. The delivery method is Group-Live. CPE in the Auditing (14) of study and Personal Development (21) fields of study are available, if delivered over five days.

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