

FIVE WAYS TO GET YOUR AUDIT MOVING



1.

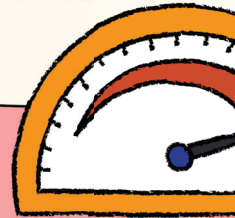
LIMIT YOUR OBJECTIVE AND SCOPE

Think of your project as a great pop song: Brief, yet moving. Answer one or two interesting questions in your audit report instead of answering a dozen or more bland questions.

REJECT FUZZY CRITERIA

Get the client to agree *up front* to firm criteria to minimize conflict and spinning.

2.



3.

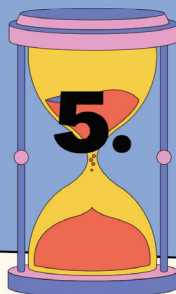
REQUIRE DELIVERABLES

Check in with team members frequently and set the expectation they turn in products as they progress through the audit process.

KEEP THE ELEMENTS OF A FINDING IN MIND

Outline your potential findings after performing a risk assessment and revisit the outlines frequently. Ensure you are gathering the evidence you need to support each element as you audit.

4.



5.

SET TIME LIMITS

Deadlines aren't cruel! Time limits help your team focus on what matters! Set multiple milestones and time limits for planning, fieldwork and reporting as well as a drop-dead date for the whole project.