

## eLearning

# Auditing Skills

## Management System Auditing Skills

### About

Management System Auditing Skills is an interactive learning module which allows learners to conduct a virtual, process-based audit of a fictitious company's business management system (BMS). This online training product is an ideal training tool for any management system auditor. It focuses on developing the competencies required to be an effective internal auditor and is based on the ISO 19011 guidelines. In particular, we focus on the skills of uncovering and evaluating evidence through the use of documentation reviews, observation tours, employee chats and interviews. In this module, students will:

- Explore a fictional company while using in-module documentation relating to the scope of the audit which includes the BMS Policy, Manual and Standard.
- Gather evidence in interviews by choosing appropriate questioning techniques.
- Identify what evidence is within the audit scope and record relevant findings in their audit checklist.



MANAGEMENT SYSTEM

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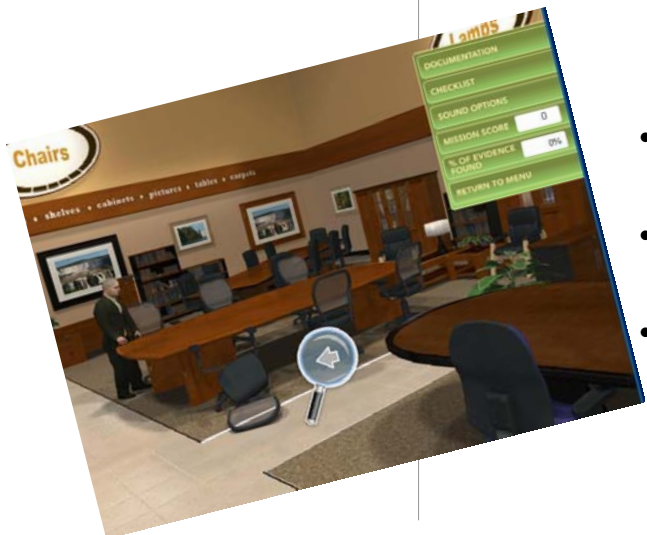
### AUDIENCE

Individuals directly involved in the auditing process, such as:

- Department Heads, Supervisors, Managers
- Documentation specialists
- Members of the internal audit team

### Advantages for your organization:

- Efficient online training, employees learn according to YOUR scheduling requirements;
- Ensure that audit-critical staff have explored audit paths and pitfalls before they start the process within the organization; and
- Increase understanding of the auditing process, challenges, and success factors.



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## Contact Us

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Good afternoon, Mr. Benitez. I'm here to conduct the internal audit of LDC's BMS Policy. I realize you're probably pretty busy, so I'd like to get started right away.

Fire away with the questions, and hopefully I've got answers for all of them! With any luck, we'll get through this thing, okay?

DOCUMENTATION

CHECKLIST

SOUND OPTIONS

MISSION SCORE 10

MOOD

RETURN TO MENU

QUESTION

So how are you feeling about our interview today?

As discussed at the Opening meeting, I'm here to discuss your role in developing and communicating the BMS Policy. You helped develop the Policy statement, right?

8 topics remain

ASK

NEXT TOPIC

NON-ASSERTIVE TACTICS

DIFFUSE ANGER

APOLOGIZE

## Pre-Requisite(s)

There are no formal prerequisite requirements for this learning module. A general understanding of the ISO 19011 standard may be of benefit to learners, but is not required to participate in this module.

## How to access

Auditing Skills is available for purchase from our website.

This product is accessed via the internet. The only program required (other than an internet connection) is the latest version of Flash Player, which may be downloaded, free-of-charge, at [www.adobe.com](http://www.adobe.com).