

# DERBY CITY DISCLOSURES



**LOUISVILLE IIA CHAPTER**

**March 2008**

## PRESIDENT'S MESSAGE

Dear Louisville IIA Members and Non-Members,

February was another successful month for our chapter. I had serious concerns about the weather the day of our monthly meeting; however, was encouraged after Tim canvassed members and reported 40 people would be attending. Glen Mudd and Bob Miller of Louisville Water Company made an excellent presentation on Pandemic Planning. Thanks to all of you who made it out to the meeting.

We also had a good turnout for our Ethics seminar on February 8. Robert Benvenuti presented to 23 attendees in the areas of compliance, response to allegations, and communicating with enforcement agencies. Masterson's did another fine job of hosting our event.

Our next seminar is scheduled for April 3. Mr. James Roth will be presenting two half-day seminars. The morning session will cover Report Writing and the afternoon, Relationship Building & Communications. You may attend one session for \$125, or both for \$225. Masterson's will again host the seminar. See the attached flyer for details.

Please join us for our next monthly lunch meeting on March 11 at the Bristol on Main, where our own Bruce Edwards will present the topic "Implementing Information Security Policies & Procedures – A Real Life Approach." I look forward to seeing you there.

Roger LeMaster  
Chapter President

## **ADVERTISEMENT POLICY**

**FREE** recruiting advertisements are available on the local IIA Chapter website and in the monthly newsletter! Any employer is eligible for free advertising IF at least one employee is a member of the Institute of Internal Auditors, Louisville Chapter. Executive Search Firms will be charged a nominal fee per month of \$50 for a ½ page or \$100 for a full page advertisement and one month of posting open positions on our webpage. Payment must be received prior to advertising/posting. For more information, contact the IIA Louisville Chapter President at [president@iialou.org](mailto:president@iialou.org) or Secretary at [secretary@iialou.org](mailto:secretary@iialou.org).

# MARCH MONTHLY MEETING

## Implementing Information Security Policies & Procedures – A Real Life Approach

Bruce W. Edwards, CISA, CIA, FLMI  
Information Security Officer – UofL

**Tuesday, March 11, 2008**  
12:00 noon, 11:30 registration

**1 CPE hour**

(certificates available at meeting or contact [Tim Brown](#))

### **Bristol Bar & Grille Downtown**

614 West Main Street  
(parking will NOT be validated)

**Cost: \$20.00**

Use PayPal at [www.iialou.org](http://www.iialou.org) or remit at meeting

**RSVP with your menu selection by**  
**Thursday, March 6, 2008 to**

Tim Brown  
Office: 627-4580 Fax: 217-4003  
[membership@iialou.org](mailto:membership@iialou.org)

### **Menu selection:**

#### **Bibb & Stilton Salad**

*Bibb lettuce & Stilton bleu cheese with Mandarin oranges, spiced walnuts, & Balsamic Vinaigrette*

#### **Theresa's Sweet Chili Linguini**

*pasta tossed with cream and Thai chili sauce topped with blackened chicken strips*

#### **Hot Brown**

*turkey breast with bacon and tomato on French bread, backed with Mornay sauce*

## **About Bruce . . .**

Bruce has 21 years audit, security and training experience in the Life Insurance, Utilities, Education & Health Insurance industries. He designed the Agency Field Audit risk assessment model used at Monumental Life. He trained office administrators and was Senior IS Auditor at LG&E and UofL. Bruce also worked as an IT Security Consultant at Humana Inc., where he was Project Manager for the HIPAA Risk Assessment, Management and Evaluation effort before returning to UofL as Information Security Officer. Bruce has supported various system roll-outs over the years, including Providian's Field Collection System and UofL's PeopleSoft Financials Implementation.

In his role as Information Security Officer for UofL, Bruce oversees security policies, standards, evaluations, compliance and university-wide security awareness. He coordinates IT security activities across the university.

Bruce is active on the Boards of the Louisville ISACA and IIA chapters. He is pursuing a Masters in Public Health from UofL and holds a BS in Industrial Management from Georgia Tech. He holds CISA and CIA certifications and is a Fellow in the Life Management Institute (FLMI). He has passed the Certified Information Security Manager (CISM) examination and plans to apply for his certification soon.

**PayPal** is a quick and simple way to pay for monthly IIA meetings. From the chapter web site ([www.iialou.org](http://www.iialou.org)), go to the meeting and seminar schedule page. Click the "pay now" button for the meeting you wish to pay for. If you already have a "PayPal" account, simply verify the amount, enter your log-in and password. *If you don't already have a "PayPal" account*, you will need to fill in the information for new members (similar to other e-commerce web sites such as Amazon). Once you have completed the transaction, you will be sent an e-mail receipt by PayPal and be returned to the Louisville IIA web site. The local chapter also receives an e-mail that tells us you have paid. You will **still need to contact Tim Brown** with your menu choice. All information is exchanged via HTTPS protocol (secure and encrypted) and remains with PayPal.

# LOUISVILLE CHAPTER NEWS

Visit [www.iiialou.org](http://www.iiialou.org) for more details!!

## OFFICERS

### President

Roger LeMaster  
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### Treasurer

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## WELCOME NEW MEMBERS

3 new members! Please welcome: Monisola Akenroye, a student member; Kenny Bryan, Jr. of Presbyterian Church USA; and David Calzi of Ernst & Young LLP.

## UPCOMING SEMINAR

Mr. James Roth will be presenting two half-day seminars on April 3, 2008 at Masterson's. The morning session will cover Report Writing and the afternoon, Relationship Building & Communications. You may attend one session for \$125, or both for \$225. See the attached flyer for additional information and to RSVP.

## LEADERSHIP OPPORTUNITY AVAILABLE

The Louisville Chapter is looking for a Newsletter Editor. The Newsletter Editor is responsible for preparing the monthly newsletter for distribution to the general membership. For additional information or to express interest, please contact Michelle Beumel or Corey Koellner.

## HOW CAN I BECOME MORE INVOLVED IN MY CHAPTER ...

If you want to be more involved, take advantage of leadership opportunities, or have ideas or contacts for seminars for the 2008-2009 Chapter year, please contact any of the officers to discuss your needs.

## DID YOU KNOW...

The Louisville Chapter of the Institute of Internal Auditors has approximately 240 members representing a wide range of businesses in Kentucky and Southern Indiana.

## CHAIRPERSONS

### Academic Relations

Dave Barker  
University of Louisville  
[dfbark01@louisville.edu](mailto:dfbark01@louisville.edu)

### Audit

Will Metcalf  
University of Louisville  
[wametco@louisville.edu](mailto:wametco@louisville.edu)

### Government Relations

Jenni Schelling  
Louisville, Jefferson Co. Metro  
[jenni.schelling@louisvilleky.gov](mailto:jenni.schelling@louisvilleky.gov)

### Membership/Attendance

Tim Brown  
E.ON U.S.  
[membership@iiialou.org](mailto:membership@iiialou.org)

### CIA Program

Bob Aemmer  
E.ON U.S.  
[bob.aemmer@eon-us.com](mailto:bob.aemmer@eon-us.com)

### Newsletter Editor

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Ernst & Young  
[corey.koellner@ey.com](mailto:corey.koellner@ey.com)

### Seminars

Jodi Renn  
Kentucky Higher Education Student Loan Corp.  
[JRenn@Kheslc.com](mailto:JRenn@Kheslc.com)

## 2007-08 Calendar of Events Louisville Chapter of the IIA

\*additional seminars to be added as confirmed

March 11, 2008	<b>Bruce W. Edwards, University of Louisville</b> - Implementing IS Policies & Procedures – A Real Life Approach
April 3, 2008	<b>Report Writing / Relationship Building &amp; Communications Seminar</b> @ Masterson's
April 8, 2008	<b>Paul Coomes, University of Louisville Professor</b>
May 13, 2008	<b>Networking Meeting</b> @ Churchill Downs

## OTHER NEWS...

National IIA News and training opportunities are available at [The Institute of Internal Auditors \(IIA\)](http://www.theiia.org).

Headlines this month include...

- [Fraud Guidance Paper New Release Date](#)
- [Slate announced for the 2008-2009 Board of Directors](#)
- [Audit Committees Get it Right](#)
- [Stay informed on governance issues at The Institute of Internal Auditors!](#)

### **Certified Internal Auditor Examination**

To support The Institute of Internal Auditors' (IIA's) vision of being the global voice of the internal audit profession and providing exceptional service to its members, the IIA will begin transitioning its Certified Internal Auditor® (CIA®) and specialty exams using computer-based testing (CBT) beginning May 5, 2008. Registration will begin April 1, 2008. Check the IIA's site in March for more details on the registration process. The following link will direct you to the IIA's most recently updated information regarding the transition. <http://www.theiia.org/certification/computer-based-testing/>.

### **Chicago Chapter's 48<sup>th</sup> Annual Seminar**

The Chicago Chapter of the IIA will be holding their 48<sup>th</sup> annual seminar on April 7, 2008 at the Donald E. Stephens Convention Center. Captain James Lovell of Apollo 13 will be giving the Keynote and there will be a presentation by Gerry Cox, IIA Chairman of the Board. This is an excellent opportunity for CIA's and CFE's to earn eight CPE credits. For more information, please visit [www.theiia.org/chapters/chicago](http://www.theiia.org/chapters/chicago).



### **IPPF Standards Exposed for Comment**

Essential to the profession and to guidance issued by The Institute of Internal Auditors (IIA) is the Professional Practices Framework (PPF). A new version of this framework, the International Professional Practices Framework (IPPF), was approved by The IIA Board of Directors in July 2007. Visit the IIA website at [www.theiia.org](http://www.theiia.org) for more information.

# JOB OPPORTUNITIES AVAILABLE

## Louisville Metro Government Internal Auditor I / Internal Auditor II

### **Overview**

The Louisville Metro Office of Internal Audit is currently seeking to fill the vacancy of Internal Auditor. The ideal candidate will join a dedicated team of Internal auditing professionals. The Office of Internal Audit is authorized by ordinance and reports jointly to the Mayor and Metro Council. The office provides independent, objective assurance and consulting activities that assist both policy makers and program managers in providing high-quality services in a manner that is accountable, efficient, and effective.

The Office provides assurance as to the effectiveness of Metro Government's risk management, control and governance processes. Audits are primarily operational in nature, not financial statement auditing. The Louisville Metro Office of Internal Audit website [www.louisvilleky.gov/InternalAudit/](http://www.louisvilleky.gov/InternalAudit/) contains reports that exhibit the types of audit work performed.

The Office of Internal Audit conducts audits of all Metro departments, offices, boards, activities and agencies. Audits are conducted in accordance with Government Auditing Standards issued by the Comptroller General of the United States and with the International Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors.

### **Essential Functions**

Coordinates the auditing of records, accounts, cash, reports, internal controls, compliance and fraud activities and operations. Audits records to assess effectiveness of controls, accuracy of information and efficiency of operations. Interviews employees concerning recording of transactions, and to ensure compliance with laws, regulations and accounting standards. Evaluates internal controls, policies, procedures and accounting practices and recommends modifications.

### **Job Skills/Requirements**

#### **Minimum Requirements**

Bachelor's degree in Business or Public Administration, Accounting, Finance or a related field. Two to three years of auditing, accounting, finance or budget analyst experience. An equivalent combination of education and experience may be substituted.

#### **Desirables**

Bachelor's degrees in Communications, Journalism, English, Information Technologies may also be considered.

The ideal candidate should enjoy challenging assignments and continuous learning. Desired competencies include outstanding analytical skills, effective writing, multi-tasking, professional business acumen, organizational agility, comfort around all levels of staff and management, a self-starter not afraid of initiative, significant communications experience in both oral and written form.

Certification as a Certified Internal Auditor (CIA), Certified Fraud Examiner (CFE), Certified Government Auditing Professional (CGAP) or Certified Information Systems Auditor (CISA).

### **Additional Information/Benefits**

Salary: \$38,001.60 +

Closing Date: Open & Continuous

Benefits: Medical Insurance, Life Insurance, Dental Insurance, Vision Insurance, Paid Vacation, Paid Sick Days, Paid Holidays

Apply electronically via: <http://www.louisvilleky.gov/humanresources/>

**Brown-Forman Corporation**  
**Audit Consultant**  
Louisville, KY

**Job Description Scope/Basic Function**

The IT Audit Consultant assists in managing projects from beginning to end. These projects are typically related to Information Technology (IT) and focus on improving business systems and processes to enable management to achieve their business objectives. The IT Audit Consultant is responsible for planning and performing projects for the purpose of evaluating:

- The adequacy of IT internal controls associated with information systems and processes and the adherence of those processes to Brown-Forman's policies and procedures
- The effectiveness and efficiency of IT operations, assuring that Company resources are superbly allocated
- The accuracy, availability, and completeness of presented business information
- The effectiveness, efficiency, and adequacy of controls and related processes surrounding SAP and other automated business systems

The IT Audit Consultant requires frequent communication with IT management to develop and execute a comprehensive program of IT audit coverage for Brown-Forman. The scope of this coverage includes assessment of business/technology risks and evaluation of processes for Brown-Forman. In the performance of responsibilities, the IT Audit Consultant will effectively partner with IT directors, managers, and staff to assess and report on the IT control environment. The Company has significant worldwide operations that will necessitate travel (approximately 20%) both domestic and international.

This position is responsible for planning, organizing, and conducting IT audits that ensure the audit work fulfills the objectives and responsibilities established in the audit charter and that the work conforms to professional standards and departmental policies.

**Responsibilities**

- Plan and perform IT audits to ensure Brown-Forman internal controls and processes are compliant with Sarbanes-Oxley regulations.
- Execute the annual audit plan based on an assessment of business and technology risks. The IT audit plan should consider all information systems and expected technology changes. Report regularly on the plan's status and provide operating and senior management with an independent, objective and timely appraisal of each component audited.
- Conduct reviews that include, but are not limited to, integrated business process audits, pre- and post-implementation reviews of new processes and technologies, and information security audits.
- Conduct reviews to evaluate the control environment surrounding the technical operations of the Brown-Forman Technology Solutions Group to include the data center, desktop support, infrastructure security, user profile security, change management, backup systems, contingency planning, system interfaces, etc.
- Provide advice and guidance to management concerning IT internal controls by participating on project teams in a consultative role.
- Prepare audit reports that effectively and accurately communicate issues and recommendations to management and process owners. This includes working collaboratively with client management to determine opportunities for improvement and agreed upon management action plans.

**Must Requirements:**

- Bachelor's degree in Accounting, Business Administration, AIS/MIS (Accounting/Management Information Systems), Computer Science, or related field and 3+ years progressive IT auditing experience.
- Excellent interpersonal skills with ability to maintain effective working relationships with all levels of management and the ability to excel in a team environment with internal and external contacts.
- Experience (auditing, managing, or operating) with computerized accounting and financial systems within an ERP, network, database, and PC environment.
- Excellent written and verbal communication skills (including presentation skills at an executive level) and negotiating skills.

- Strong analytical and problem solving skills with ability to analyze business activities, identify problems and opportunities, and develop creative solutions. Demonstrated understanding of business processes.
- Self starter, including the ability to act on own initiative and take action with little opportunity for supervision.
- Demonstrated ability to adhere to a strict code of ethics in handling confidential information.
- Ability to develop and coordinate multiple projects and execute assignments to meet deadlines.

**About Brown-Forman Corporation:**

Brown-Forman Corporation is an independent, publicly-traded producer and marketer of premium spirits, wines, and other adult beverages, including Jack Daniel's Tennessee Whisky, Finlandia Vodka, Southern Comfort, Fetzer Vineyard California Wines, Korbel California Champagnes, Sonoma-Cutrer Estate Bottled Wines, Tuaca, and Bolla Italian Wines. Brown-Forman also owns Hartmann Luggage, based in Lebanon, Tennessee. For more information about Brown-Forman and our brands, please visit our website at [www.brown-forman.com](http://www.brown-forman.com).

**Papa John's International, Inc.  
Manager, Internal Audit**

Papa John's, the world's third largest pizza company and No. 1 rated in customer satisfaction among all national pizza chains in the highly respected American Customer Satisfaction Index (ASCI) for eight years running, is currently seeking a Manager of Internal Audit.

This highly collaborative position will partner with team members across the organization to learn & document financial and operational processes, identify significant risks and controls and provide guidance and expertise in making practical recommendations for enhancing efficiency and effectiveness of controls and processes. This will include assisting with performance of company testing procedures as required for Section 302/404 of the Sarbanes-Oxley Act.

The manager will provide high quality professional services, ensuring that identified enhancements or concerns are properly communicated to appropriate levels of management. This will necessitate building effective business relationships and gaining the confidence of key decision makers and senior management.

Successful applicants will have five (5) plus years experience leading a highly respected audit team. Experience using internal control frameworks such as COSO and/or COBIT, knowledge of SOX regulatory requirements and strong accounting, auditing and analytical skills required. CPA, CIA, CISA or MBA also required.

**Certification Requirements**

CPA, CIA, CISA or MBA

Papa John's offers a competitive benefits and compensation package.

EOE

To apply for this position, or to order a pizza online, please visit our website at [www.papajohns.com](http://www.papajohns.com).

**E.ON U.S. LLC**  
**Associate Financial and Contract Auditor/  
Financial and Contract Auditor**

**Position Purpose**

The Financial and Contract Auditor is charged with provision of independent, objective assurance and value added consulting for improvement of the organization's Financial and Contract systems and operations. The Financial and Contract Auditor helps our internal customers accomplish their objectives by bringing a systematic, disciplined and timely approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

**Major Accountabilities**

- This position is responsible for but is not limited to effectively handling multiple audits and tasks simultaneously individually or in a project/team environment and assisting or coordinating general overall administration of the audit; time and audit schedule performance; work paper organization/compilation; and client and departmental meetings. With consultation from Management and Senior Auditors, progression in the growth of skills and competencies is made to act independently under general direction.
- Performs the audit in accordance with the approved audit work program; Company policies, procedures and standards; and generally accepted accounting/information systems auditing techniques.
- When applicable directs, counsels, and instructs other auditors assigned to the audit project and reviews their work for sufficiency of scope and for accuracy.
- With consultation from Management or Senior Auditors, plans or assists in planning the theory and scope of audits by developing an understanding of business objectives, functions, and activities; identifies applicable laws, regulations, and Company policies; uses the internal control framework when applicable, and other tools to prepare comprehensive audit programs to identify the key control points to evaluate the adequacy and effectiveness of the management controls over those activities.
- With the assistance of Management or Senior Auditors identifies and evaluates audit risk areas and appropriately directs and redirects audit emphasis to achieve adequate audit coverage.
- Prepares formal written reports, as requested, expressing opinions on the adequacy and effectiveness of the system and the efficiency with which activities are carried out. Presents technical information in layman's terms to aid in understanding of issues. Audience will include senior and executive level management and may include the Board of Directors' Audit Committee.
- Makes, or assists in making, oral or written presentations to management, as necessary, during and at the conclusion of the examination, discussing audit findings, recommending corrective action, and suggesting improvements in operations and reductions in cost. Audience may include senior and executive level management.
- In consultation with Management appraises or assists with appraising the adequacy of the corrective actions taken by clients to improve deficient conditions.
- Conducts oneself in a professional manner. Provides appropriate, timely feedback to peers, management, clients, and others. Presents feedback, opinions, suggestions and issues in a positive light, always striving for a win-win solution. Meets deadlines for routine administrative tasks such as status reports and time entry without supervision. Attends and contributes to team and departmental meetings as requested.
- Possesses the ability to work with confidential or sensitive matters
- Approaches position with a team attitude. Supports team and department initiatives. Adjusts personal and team contributions to the changing conditions throughout the year as dictated by E.ON requirements, regulatory drivers, and Finance Department objectives.
- Performs other duties as assigned by manager.

**Recommended Education/Experience**

Bachelor's degree in accounting or business-related field required. Two to five years experience in auditing or accounting is necessary. Equivalent experience may be considered. Relevant professional certification is preferred.

To apply for this position please visit our website at <http://www.eon-us.com/careers/jobs.asp>

Equal Employment Opportunity Employer

**Yum! Brands**  
**Senior IT Audit Analyst:**

What makes Yum! a great place to work? It's our people. That's why we invest in people capability so they can make the most of their career. With a diverse workforce and ongoing opportunities for personal and professional success, we've built a culture that rewards and recognizes great effort while providing the work/life balance that is so important to all of us.

So come see what it's like to be with a leader in the restaurant industry. You'll find a fun and supportive culture, where our success comes from the belief that our people's capabilities are our greatest asset, and investing in you is our top priority.

The Senior IT Audit Analyst is responsible for planning, organizing, supervising, and conducting information technology audit assignments and special projects including development of audit planning memos, audit programs, risk assessments and audit reports. The IT Auditor will also be responsible for the quality and completeness of all audit findings and supporting workpaper documentation.

- Plan information technology audit engagements by evaluating risk, developing audit objectives, interviewing Auditee management, reviewing prior workpapers, researching best practices, reviewing related information technology and control concepts, obtaining an understanding of policies, procedures, processes and transaction flows and supporting information systems/technology
- Develop audit planning memos and audit programs detailing objectives, scope and timing of engagements as well as specific audit procedures to be performed
- Organize information technology audit engagements by coordinating audit fieldwork with Auditee management, scheduling opening and closing meetings, coordinating out-of-town travel and lodging accommodations, developing engagement budget and providing periodic status updates to Auditee and Internal Audit management
- Conduct and supervise information technology audit engagements by ensuring audit program steps are being correctly performed, internal audit policies and standards are being followed, audit findings are sound and adequately supported, conflicts with audit staff or Auditee management are resolved or escalated and that overall audit objectives are being met
- Prepare audit closing decks, present audit findings at audit closing meetings and discuss management responses
- Validate and prioritize audit findings, obtain management responses and prepare audit reports
- Ensure workpapers are complete and perform any wrap-up procedures necessary to close out audit projects

**The scope of the IT Auditor position includes:**

- General information technology risk assessments, control reviews, security reviews and system development and implementation reviews of both Domestic and International business units
- Assisting with financial and other business process audit projects
- Special information technology projects requested by management and approved by the VP Internal Audit
- Development of Computer Assisted Auditing Technique (CAAT) procedures
- Up to 40% travel required

**Requirements:**

- Bachelors degree in Information Systems, Accounting or Finance from a four-year university
- 4+ years information technology audit experience
- CPA, CIA, or CISA certification is preferred
- Demonstrated understanding and application of information technology risk and control concepts associated with all aspects of data processing.
- Experience with developing and applying Computer Assisted Auditing Techniques (e.g., ACL, FOCUS, etc.)
- Working knowledge of the Sarbanes-Oxley act is a plus
- Accounting and/or financial audit experience is a plus
- Demonstrated leadership, interpersonal and administrative skills
- Strong written and verbal communication skills
- Self motivated with drive and enthusiasm for achieving quality results
- Proficient with Microsoft Word, Excel, Power Point, Access and Visio software applications

## Louisville IIA Chapter has Two Seminar Opportunities: Report Writing and Relationship Building

**When:** April 3, 2008

**Where:** Masterson's

**Cost:** \$125 per session, \$225 for both sessions

**CPE credits:** 4 hours per session

**Includes:** All sessions include drinks and materials  
 Morning session includes continental breakfast,  
 Afternoon session includes snack,  
 Attendees attending both sessions will receive lunch

**Presenter:** James Roth, Ph.D., CIA, CCSA, President

**Topics Covered:**

Report Writing: 8:30 a.m. – 12:00 p.m.

- Learn a process that can improve your writing and cut your writing time in half
- Practice your report writing skills in hands-on exercises

Relationship Building: 1 p.m. – 4:30 p.m.

- Learn to quickly identify your audit customer's personality style and adapt your behavior to communicate more effectively

Practice what you learn in skill-building exercise

**About James...**

James Roth, PhD, CIA, CCSA, is president of AuditTrends, a training firm devoted to identifying and communicating the best of current internal audit practice. Jim has three decades of progressive internal audit and teaching experience. His publications include nine AuditTrends seminars and twelve major works for the IIA International.

Organization \_\_\_\_\_ Address: \_\_\_\_\_

Number of Attendees: Morning Session	_____	x \$125 =	_____
Afternoon Session	_____	x \$125 =	_____
All Day Session	_____	x \$225 =	_____
Total to remit			_____

Name of Attendees:	A.M.	P.M.	All Day	Name of Attendees	A.M.	P.M.	All Day
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please RSVP by March 24, 2008 to [membership@iialou.org](mailto:membership@iialou.org) to confirm your seat.

Remit Payment to: Louisville Chapter of IIA P.O. Box 70092, Louisville, KY 40270

Or pay via PayPal through the Chapter website at <http://www.iialou.org/meetsem/meetsem.htm>.