IDEA Boot Camp

Three Day Programme on IDEA – Getting Started | Advanced Analytics | Scripting for Enhanced Analytics

VITS Hotel – Emerald Banquet Hall

Andheri Kurla Road, Andheri (East), Mumbai

18th to 20th September 2014

"The definitive forum to learn and receive unparalleled benefits from your investment in IDEA Software"

About Data Analytics

Today the availability of abundant data from Legacy systems, bespoke applications and modern Enterprise Resource Planning (ERP's) provide Auditors, Accountants, Investigators, Analysts, Security Professionals and Controllers the opportunity to mine and thereby create valuable information from raw data. Organizations need to build a culture with related process, people and technology of making the best of Data Analytics.

Programme Objectives

The IDEA Boot Camp is the premier event for IDEA Data Analysis Software users from beginners to specialists. Whether you are new to IDEA, a seasoned user or just considering it – you will find there is a lot to learn and implement at this exciting one of a kind event. The Boot Camp will provide you with the required skill sets in terms of data analysis, control testing, MIS reporting, complex data mining, large database reconciliation, statistical sampling, red-flag analytics and continuous monitoring to take your analytic experience in IDEA to the next level.

Who Should Attend

Internal Auditors
External Auditors
Fraud Investigators
MIS Analysts
Continuous Auditing and Continuous Monitoring Specialists
IT Control Specialists

Programme Deliverables

- Current cutting edge training material from Caseware Idea Inc. Canada on IDEA Data Analysis Software Version 9.2 (released in June 2014).
- Case Studies from diverse industry segments, business processes and audit assurance engagements.
- Dedicated training session on live data with Control Objectives provided by participants.
- Experience sharing from successful implementations in India.
- Sharing of practical do's and don'ts on IDEA usage.
- Interactive Quiz Session
- Certificate of Participation.
- Free Membership of the IDEA Data Analysis Software Users Community Group on Google.
- Talk on the Global Caseware Analytics Certification – Certified IDEA Data Analysis (CIDA) launched in March 2014.
- Introduction to our other global prominent tools for Continuous Monitoring – 'Monitor' and Audit Management Systems – 'Teammate'.

Session Overview

Session Number	Time Schedule	Getting Started	Advanced Analytics	Scripting for Enhanced Analytics
		18th September 2014, Thursday	19th September 2014, Friday	20th September 2014, Saturday
		Day 1	Day 2	Day 3
1	9-30 am to 10-15 am	**Introduction** Understand IDEA, its interface, its online Help, benefits arising on usage, regulatory drivers to usage, stages in the use of IDEA, prerequisites to usage with client project creation.	**Overview of Advanced Features** Walk-through of advanced features in IDEA which can take the user to a higher analytical platform with enhanced confidence on results reported.	**Introducing the IDEA Script** Master how to automate repetitive tasks, create a local automated audit system, work with other OLE-Enabled Software and build complex tasks.
2	10-15 am to 11-00 am	**Data Import** Learn to import spread-sheet, text and report files through IDEA's robust 'Import Assistant'. Pick-up common hints and tips for easy data retrieval and import.	**Complex Data Mining** Develop the expertise to perform Adobe-PDF file imports, Create Record Definitions for unstructured data and adopt direct database links.	**Practising the Visual Script** Learn the techniques to edit the Visual Script when the underlying data changes, adding/deleting tasks within the Script box and binding Macros to the IDEA ribbon.
3	11-15 am to 12-00 noon	**Data Analysis - 1** Practise how to identify irregularities, isolate specific items and profile data in a Purchase to Pay case study like duplicate bill booking, bill splitting to circumvent approval limits, vendor favouritism and more.	**Building Complex Equations** Enhance your skills in building complex @Functions like @getprev, @getnext, @daystoD, @DtoDays, @soundex. Learn to build 'Nested @Functions', 'Conditional Functions' and 'Time Functions'	**Practising the IDEA Script** Follow in simple steps the process of creating an IDEA Script from 'History' and 'Project Overview' and get familiarized to the IDEA Script dialog box – editor window, watch window and more.

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4	12-00 noon to 1-00 pm	**Data Analysis – 2** Adopt the techniques to append computed fields, devise sampling plans and build simple equations in a Travel case study like duplicate travel claims booked, identifying preferential carriers, departmental employee grade wise travel expense analysis and more.	**Create Custom Functions** Take your analytic experience to the next level by learning to build, test and maintain Custom @Functions like scramble and fuzzy.	**Understanding the IDEA Script Syntax** Simple explanations to creating your own IDEA Script from scratch with examples of syntax and what the syntax means.
5	2-00 pm to 2-45 pm	**Data Analysis – 3** Appreciate the methods to work with multiple reports across disparate application systems in an Order to Cash case study like unauthorized sales in excess of the credit limit, irregular discount patterns, top area customer product agent margin sales analysis and more.	**Advanced Statistical Methods** Improve your Analytical Ratio capabilities by getting introduced to cutting-edge statistical techniques like 'Correlation' and 'Trend Analysis' for pattern trending, ratio-analysis and budgetary forecasting.	**Working with Macros** Introducing Variables, Constants and Data Types, Declaring Variables, Declaring Objects, Scope of Variables and User-Defined Types followed by a case study for practise of 'Using Variables in a Macro'.
6	2-45 pm to 3-30 pm	**Administration and House-Keeping** Follow good practices to maintain, secure, export and report the results from IDEA.	**Task Automation – Basic Orientation** First-hand orientation on the process of Creating, Running, Maintaining and Debugging Visual	**Customizing a Macro** Easy tips to generalizing macros. Customizing Macros by adding 'Input Boxes', 'Dialog Boxes', 'Message Boxes', 'Adapting

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			Scripts (Macros) for creating sustainable analytics.	Database Name', 'Adding Code to utilize File Explorer' and more with case studies. Understand the purpose and use of Arrays.
7	3-45 pm to 4-30 pm	**Participant Case Study** Open-session to take on, discuss, practise and conclude on specific participant case studies with different analysis 'What If' scenarios. Helping the participants visualize Control Objectives with Field Mapping, related IDEA function utilization and interpretation of results generated with further action to be done.	**Tutorial Case Study** Tutorial-session where attending participants will get a chance to independently use and practise advanced functions to develop usage confidence and better visualization.	**Using the Language Browser** Employing 'If Then Else', 'Do Loop Until\While', 'For Next' conditional structures within the Language Browser. Case study in 'Adding Validity Check for File Selection', 'Listing Field Names by Field Type' and more.
8	4-30 pm to 5-30 pm	**Conclusion** Discussion of practical Do's and Don'ts while 'Getting Started using IDEA' with summation of learning's.	**Conclusion** Discussion of ways and means to improve your IDEA usage experience and pay-back with wrap-up of sessions.	**Conclusion** Discussion of Good programming practices in Scripting including error detection and debugging.

11-00 am to 11-15 am (Tea/Coffee Break) , 3-30 pm to 3-45 pm (Tea/Coffee Break) and 1-00 pm to 2-00 pm (Lunch)

Nomination Details

You may choose to attend any tracks below in the Boot Camp -

Track	Nomination Charges per Participant within India	Nomination Charges per Participant Out of India
Day 1 –18th September 2014 - Getting Started	Rs. 7500/- plus 12.36% Service Tax = Rs. 8,427/-	US Dollars 300
Day 2 – 19th September 2014 - Advanced Analytics	Rs. 7500/- plus 12.36% Service Tax = Rs. 8,427/-	US Dollars 300
Day 3 – 20th September 2014 - Scripting for Enhanced Analytics	Rs. 7500/- plus 12.36% Service Tax = Rs. 8,427/-	US Dollars 300
Day 1 + Day 2 + Day 3 – 18th to 20th September 2014	Rs. 18,000/- plus 12.36% Service Tax = Rs. 20225/-	US Dollars 800

Please send in your nomination with name, designation, organization details, address, and phone numbers with email to Mr. Hitesh Dattani, Programme Manager at hitesh.dattani@samaaudit.com or call him on 022-26743675.

Payments to be made by Cheque/Demand Draft/ Pay Order in favour of 'Sama Audit Systems and Softwares Pvt. Ltd' payable at Mumbai.

You may kindly request for the Bank Account details in case of online transfer.

"Participants who enrol for the programme are required to carry their own laptops with IDEA Version 9.2 loaded. If you do not have IDEA Version 9.2 loaded, please ensure you have administrative rights to install the trial copy of IDEA Version 9.2 provided by us on the day of the programme. Alternatively please communicate with us well in advance so that we can arrange to send a trial copy of IDEA Version 9.2 to you through courier for installation at your end."