# Thank you for Joining!

The Webinar will begin shortly.

Presented by:







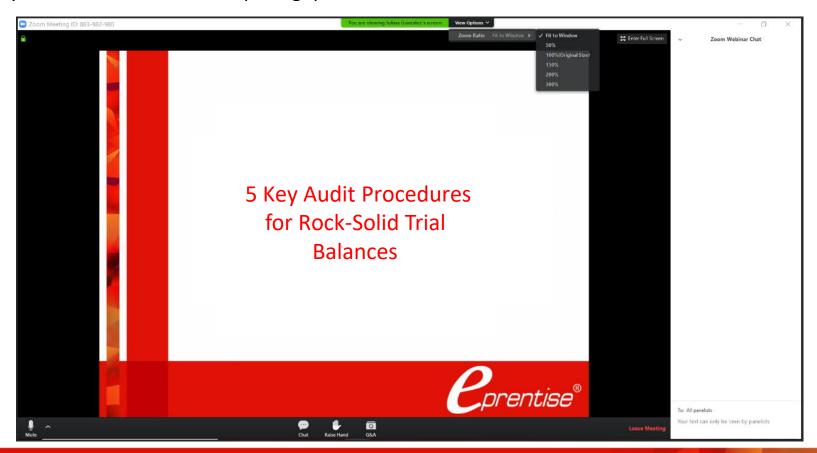
# 5 Key Audit Procedures for Rock-Solid Trial Balances





#### **Webinar Mechanics**

- Submit text questions.
- Q&A addressed at the end of the session and posted on LinkedIn.
- Everyone will receive an email with a link to view a recorded version of today's session.
- Polling questions will be presented during the session. If you want CPE credit for this webinar,
   you must answer all of the polling questions.





#### Who Is eprentise and Crystallize Analytics?

# In 2007 eprentise was founded on its original product, FlexField

➤ Enables customers to make unprecedented changes to their financial chart of accounts while maintaining transactional history and data integrity.



# In 2009 we introduced our Consolidation, Divestiture, and Reorganization products

Transformational software which can copy, change, filter, or merge all elements of Oracle EBS financial systems to address ever-changing business needs, such as regulatory compliance and growth opportunities.

#### Transformation to Optimization

#### One-time usage to subscription model

# In 2020 we are expanding to new markets with our C Collection analytics suite, and our Audit Automation software

ANALYTICS

C Collection analytics provides transparency and identifies potential problem areas with transactional data. This allows users to reduce costs, leverage opportunities across the enterprise, improve business processes, and increase the confidence level of the users in their data, processes, and operations.

Automated Audit provides internal and external financial auditors with drill-down data from a balance sheet report into the transaction-level detail. The software covers hundreds of substantive procedures for the entire enterprise domain and builds in consistent audit processes and workflows across the organization.



#### Learning Objectives

**Objective 1:** Identify some of the most common errors and omissions in trial balances.

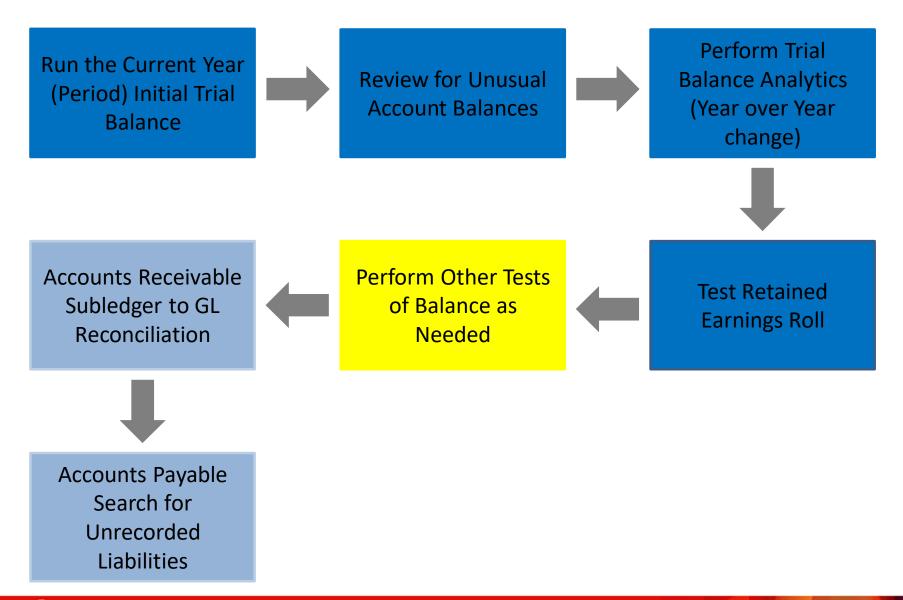
**Objective 2:** Understand how to perform five of the most common procedures auditors perform on period end trial balances and how to analyze and use the results to find and correct problems.

**Objective 3:** Customize and expand the audit procedures for your unique accounting environment.

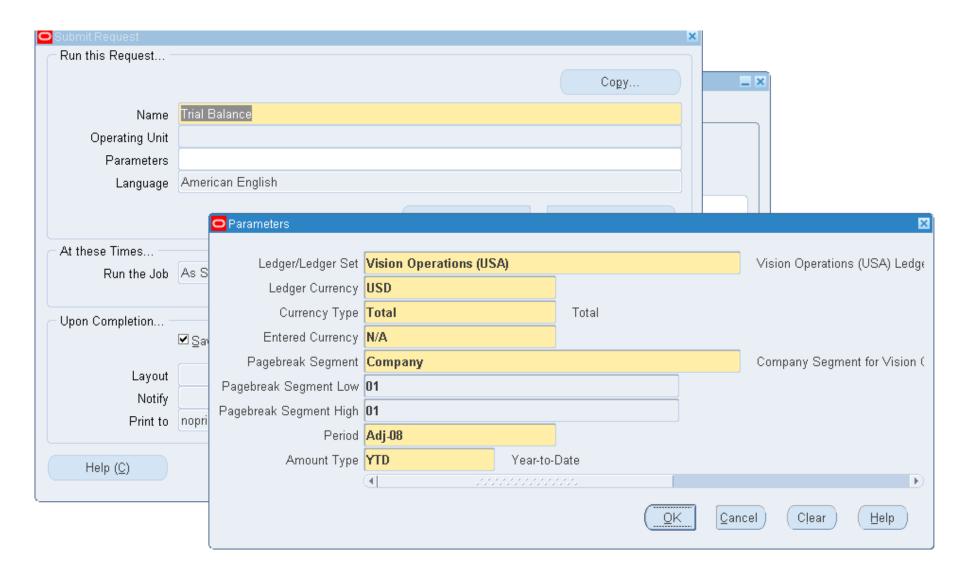
#### Agenda

- Discuss key trial balance audit procedures
- Learn how to perform a trial balance analysis to identify potential problem areas:
  - Perform trial balance analytics to:
    - Identify unusual balance
    - Identify significant balance changes from the prior year
    - Prove out net income based on the change in the balance sheet
- Perform trial balance test of details of balances for significant account balances
  - Accounts Receivable SLA to GL reconciliation
  - Accounts Payable search for unrecorded liabilities
- ☐ Review the keys to a Rock-Solid Trial Balance
- Watch a demonstration of how to automate your audits using software

#### **Trial Balance Audit Procedures**



#### Running the Trial Balance





## Running the Trial Balance (continued)

Vision Operation	ns Corp.	Trial Balance - Total (	Currency	Rep	ort Date: 22-OC	-2020 10:05	
	Period:	Dec-10	Page: 1 of	9			
Currei	ncy: USD						
Balance	Type: Year to Date						
Compan	y Range: 01 to 99						
	er: Vision Operation	ns (USA)					
Comp	any: 01 Operations						
							12/31/2010
Acct	Description		Beginning Balan	ce	Debits	Credits	Ending Balance
1110	Cash		1,395,715,236.	01	199,842,525.63	876,738.98	1,594,681,022.66
1130	Short Term In	vestments	7,010,144.	30	-	-	7,010,144.30
1210	Accounts Rec	eivable - Billed	84,147,151.	11	235,982,739.74	203,446,929.32	116,682,961.53
1212	Notes Receiv	able	11,000.	00	-	-	11,000.00
1214	Investor Rece	ivable	7,182.	70	-	-	7,182.70
1216	Loan Principa	l Receivable	1,316,192.	81	-	-	1,316,192.81
1217	Loan Interest	Receivable					
1220	Other Receiva	ables	(21,976.	77)	100.00	-	(21,876.77
1222	Autoaccounti	ng Clearing	1,401,556.	19	-	-	1,401,556.19
1223	AR/AP Clearin	าg					
1230	Deferred Rec	eivables	(1,000.	00)	-	-	(1,000.00
1232	Unbilled Rece	eivables	11,602,378.	40	221,449.56	191,449.56	11,632,378.40
1240	Unapplied Ca	sh	(1,077,141.	79)	675,923.87	-	(401,217.92
1245	Receivable Fa	actoring/Remittance	48,524,482.	26	-	_	48,524,482.26
1247	Proceeds of S	ale Clearing	177,710.	00	-	-	177,710.00
1250	Cash Clearing		(30,190,673.	48)	-	6,228,002.03	(36,418,675.51
1260	Allowance for		(1,434,541.	-	-	-	(1,434,541.99
						İ	



## Poll Question



#### **Unusual Balance Analysis**

- Identify accounts that have balance types other than their general natural balance type
  - Debit balances (shown as positive numbers on an EBS trial balance)
    - Assets
    - Expenses
  - Credit balances (shown as negative numbers)
    - Liabilities
    - Equity
    - Income
- ☐ Estimate the materiality that an auditor might use
  - > 5% of Net Income\*
- Identify the accounts with unusual balances that are greater than ½ Materiality (2.5%)
- ☐ Investigate the detail underlying the unusual account balance
- If due to error or misclassification, make corrections or reclassifications
- ☐ If intentional record an explanation

There should be supporting explanations and documentation for each unusual balance on the trial balance > ½ materiality.



#### **Unusual Balance Analysis**

					12/31/2010	
Acct	Description	Beginning Balance	Debits	Credits	Ending Balance	Unusual Balance?
<u>~</u>	<u>_</u>	<u>_</u>			<u>_</u>	
1220	Other Receivables	(21,976.77)	100.00	-	(21,876.77)	Unusual Balance
1230	Deferred Receivables	(1,000.00)	-	-	(1,000.00)	Unusual Balance
1240	Unapplied Cash	(1,077,141.79)	675,923.87	-	(401,217.92)	Unusual Balance
1250	Cash Clearing	(30,190,673.48)	-	6,228,002.03	(36,418,675.51)	Unusual Balance
1260	Allowance for Bad Debt	(1,434,541.99)	-	-	(1,434,541.99)	Unusual Balance
1332	Withholding Tax	(11,484.06)	-	-	(11,484.06)	Unusual Balance
1411	FS-Inventory Material Value	1,549,420.73	-	9,743,000.00	(8,193,579.27)	Unusual Balance
1421	FS-Inventory Material Overhead	(19,917.83)	-	-	(19,917.83)	Unusual Balance
1431	FS-Inventory Overhead Value	(11,622.89)	-	-	(11,622.89)	Unusual Balance
1441	FS-Inventory Resource Value	(31,506.49)	-	-	(31,506.49)	Unusual Balance
1451	FS-Inventory Outside Processing	(421.50)	-	-	(421.50)	Unusual Balance
1570	Asset Clearing	475,297.24	916,075.40	1,769,479.00	(378,106.36)	Unusual Balance
1590	CIP Clearing	(200,635.30)	-	-	(200,635.30)	Unusual Balance
1961	Insurance Receivable	(18,900.00)	-	-	(18,900.00)	Unusual Balance
2110	Payable to Bank - Current	(85,993,103.57)	-	-	(85,993,103.57)	Unusual Balance
2225	Accrued Expenses	21,349.84	27,125.00	25,000.00	23,474.84	Unusual Balance
2924	Rent in Advance	48,587.50	-	-	48,587.50	Unusual Balance
2926	Non Revenue - Lease Rent	29,000.00	-	-	29,000.00	Unusual Balance
2990	Suspense	2,104,409.63	25,722,013.00	13,218,597.00	14,607,825.63	Unusual Balance
5210	Purchase Price Variance	-	4,673,243.13	5,992,193.27	(1,318,950.14)	Unusual Balance
5500	Cost of Service - Support	-	29,351.00	29,351.43	(0.43)	Unusual Balance
5810	Resource Absorption	-	-	147.30	(147.30)	Unusual Balance
6165	Life Insurance Premium	-	-	52,836.75	(52,836.75)	Unusual Balance

Formula:

=IF(F38<0,"Unusual Balance","")



#### **Trial Balance Analytics**

- Run the trial balance for the current audit period (year) and the prior audit period (year) Calculate the \$ and % change for each account Estimate the materiality that an auditor may use > 5% of Net Income\* Identify the accounts that have changed by ½ materiality (2.5%) Run account analysis and drill-down for Accounts All months in the audit period Drill down for periods with significant or unusual activity Document the cause for the significant change (e.g. an increase in constructions costs on a new facility caused a large increase in accounts payable at year-end) There should be supporting explanations and documentation for each change on the trial balance > ½ materiality.
- \* http://www.materialitytracker.net/standards/financial-thresholds/

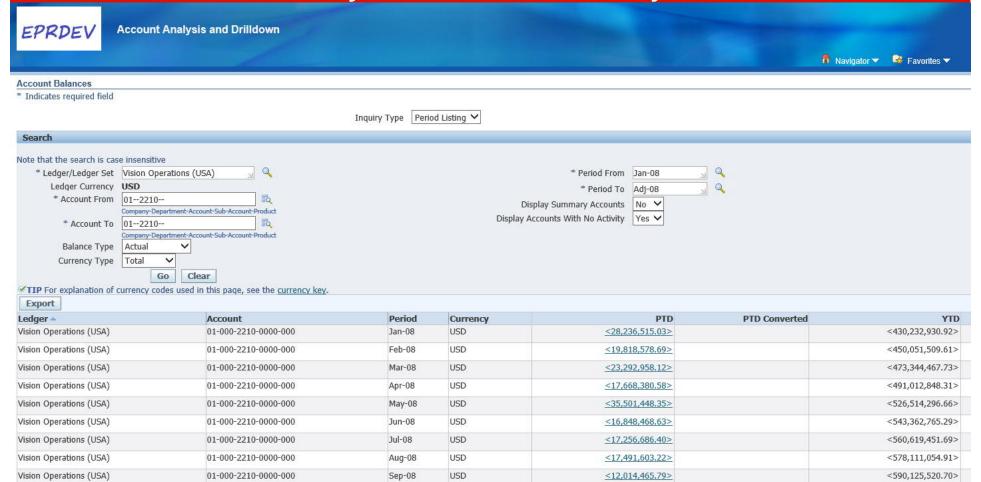
#### Trial Balance Analysis (continued)

		12/31/2008	12/31/2007			
Acct	Description	Ending Balance	Ending Balance	\$ Change	% Change	> 2.5% of Net Income?
195	9 Residual Value	1,302,456.00	1,302,456.00	0.00	0%	No
196	O Loan Principal	608,193.89	608,193.89	0.00	0%	No
196	Insurance Receivable	-18,900.00	-18,900.00	0.00	0%	No
211	O Payable to Bank - Current	-85,993,103.57	-85,993,103.57	0.00	0%	No
221	O Accounts Payable	-651,597,514.33	-401,996,415.89	-249,601,098.44	62%	Yes
221	5 Accrued Receipts	-775,460.97	-775,460.97	0.00	0%	No
222	O Accounts Payable Clearing	-28,738,546.45	-47,069,142.40	18,330,595.95	-39%	Yes
222	25 Accrued Expenses	21,349.84	21,349.84	0.00	0%	No
224	O Cost of Removal Clearing	-25	-25.00	0.00	0%	No
237	10 Intercompany Payables	-545,366.57	-511,591.78	-33,774.79	7%	No
237	3 I/C Payables - Distribution	-18,030.00	-18,030.00	0.00	0%	No
237	4 I/C Payables - Services	-13,200.00	-13,200.00	0.00	0%	No
238	I/C Payables - Thailand	-49,000.00	-49,000.00	0.00	0%	No
241	O Accrued Payroll	-1,345,050.33	-1,166,803.83	-178,246.50	15%	Yes
242	0 Payroll Clearing	-256,913,808.64	-218,488,242.09	-38,425,566.55	18%	Yes
251	<sup>0</sup> Federal Pay Income Tax Withheld	-6,012.68	-6,012.68	0.00	0%	No
251	2 FICA Withheld-Employee	-1,951.73	-1,951.73	0.00	0%	No
252	O State Sales and Use Tax Payable	-251,221,204.94	-240,132,207.14	-11,088,997.80	5%	Yes
253	0 Interest Payable	-24,757,940.92	-24,757,940.92	0.00	0%	No

Net Income = \$43,526,805 5% of Net Income = \$2,176,340 (1/2 of which is \$1,088,070)



#### Trial Balance Analysis- Account Analysis & Drill-down



The payables balance has increased each month significantly during the year. Why are these payables not being paid down at a similar rate? Most likely the invoice is being accrued but then the payment is expensed instead of reducing accounts payable.

<22,978,892.68>

USD

Oct-08



01-000-2210-0000-000

Vision Operations (USA)

<613,104,413.38>

#### Trial Balance Retained Earnings Recalculation

- Net income is typically the most scrutinized and impactful metric for a business. A good net income generally mean that a company is healthy and generating increased assets for its owners.
- Because net income is revenue less expenses it can be very difficult to gain assurance over thousands if not millions of transactions. It makes you wonder how auditors do just that.
- The key idea that makes audits work is a less generally known accounting truism- you can prove net income using only the balance sheet accounts

#### Trial Balance Retained Earnings Recalculation (cont.)

**Key Concept:** 

Net income is not only the revenue less expenses. It can also be accurately calculated as the net change in the balance sheet reflected in adjusted retained earnings.

If you are confident in your balance sheet you can trust net income.

#### Trial Balance Retained Earnings Recalculation (cont.)

		Beginning Balance	Ending Balance	
Acct	Description	12/31/2009	12/31/2010	
1100	Cash	139,571,523.00	153,528,675.00	Bank Reconciliations
1200	Short Term Investments	7,010,144.00	7,503,432.00	Investment Statement Reconciliation
1300	Accounts Receivable	84,147,151.00	147,257,513.00	SLA to GL Reconciliation
1400	Fixed Assets	85,000,000.00	85,000,000.00	
1405	Accumulated Depreciation	(74,500,324.00)	(84,296,034.00)	Depreciation and Disposals
2100	Accounts Payable	(26,347,370.00)	(28,567,594.00)	Unpaid Bills
2200	Accrued Liabilities	(5,234,579.00)	(5,758,036.00)	Accrual Worksheet
2300	Loans Payable	(42,500,000.00)	(40,754,000.00)	Bank Loan Statement
3100	Equity-Retained Earnings	(167,146,545.00)	(164,800,866.00)	Dividends ledger or owner investments record
4100	Product Revenue		(225,467,854.00)	Closes out to Retained Earnings
5100	Costs of Goods Sold		94,065,193.00	Closes out to Retained Earnings
5200	Selling Expenses		55,831,657.00	Closes out to Retained Earnings
5300	General and Administrative Expenses		6,457,914.00	Closes out to Retained Earnings
	Total	-	-	
	Retained Earnings after Close out 12/31/2010		(233,913,956.00)	
	Beginning Balance Retained Earnings		(167,146,545.00)	
	Net Change		(66,767,411.00)	
	Net Income		(69,113,090.00)	
	Other Retained Earnings Changes		2,345,679.00	These other equity changes must be investigated



## Poll Question



#### Other Trial Balance Tests of Details of Balances-Common Audit Procedures

ш	Bank confirmation	Confirm the calculations on an inventory
	Accounts receivable subledger to GL reconciliation	valuation report
		Observe fixed assets
	Inquire of management regarding the collectability of customer accounts	Match purchase orders and supplier invoices to fixed asset records
	Match customer orders to invoices billed	Accounts payable- search for unrecorded
	Match collected funds to invoices billed	liabilities
	Observe a physical inventory count	Examine accounts payable supporting documents
	Confirm inventories not on-site	Confirm debt
	Match receiving/shipping records to inventory on hand or sold	Analytical analysis of assets, liabilities, revenue, and expenses

https://www.accountingtools.com/articles/what-are-substantive-procedures.html

# Trial Balance- Accounts Receivable SLA to GL Reconciliation

Vision C	Operations Corp.	Trial Balar	nce - Total Currency	Report Da	te: 22-OCT-2020 1	0:05
		Period: Dec-10	Page:	1 of 9		
	Currency: USD					
	Balance Type: Year	to Date				
	Company Range: 01	to 99				
	Ledger: Vision O	perations (USA)				
	Company: 01 Ope	erations				
						12/31/2010
Acct	Description		Beginning Balance	Debits	Credits	Ending Balance
1110	Cash		1,395,715,236.01	199,842,525.63	876,738.98	1,594,681,022.66
1130	Short Term Inve	stments	7,010,144.30	_	_	7,010,144.30
1210	Accounts Receiv	/able - Billed	84.147.151.11	235.982.739.74	203.446.929.32	116.682.961.53
1212	Notes Receivab	le	11,000.00	-	-	11,000.00
1214	Investor Receiv	able	7,182.70	-	-	7,182.70
1216	Loan Principal R	eceivable	1,316,192.81	-	-	1,316,192.81
1217	Loan Interest Re	eceivable				
1220	Other Receivab	les	(21,976.77)	100.00	-	(21,876.77)

https://www.accountingtools.com/articles/what-are-substantive-procedures.html

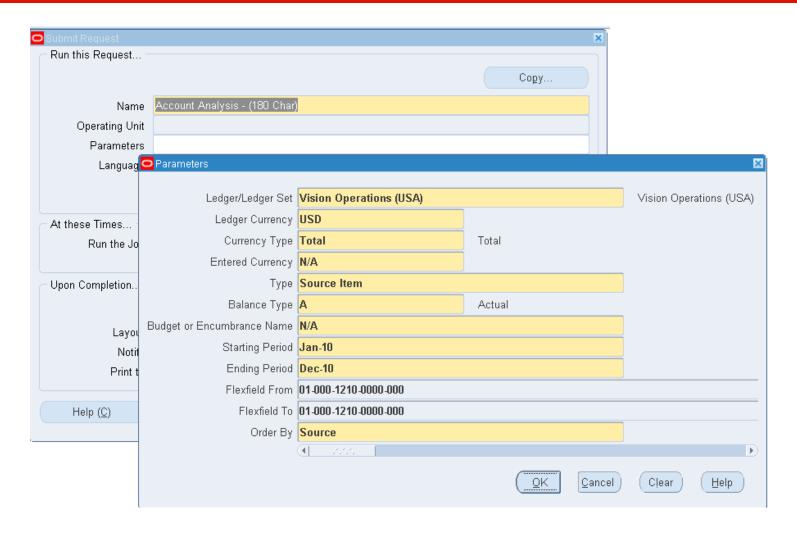
# Trial Balance- Accounts Receivable SLA to GL Reconciliation, cont.

Run the Account Analysis Report for your AR account.





# Trial Balance- Trial Balance- Accounts Receivable SLA to GL Reconciliation, cont.



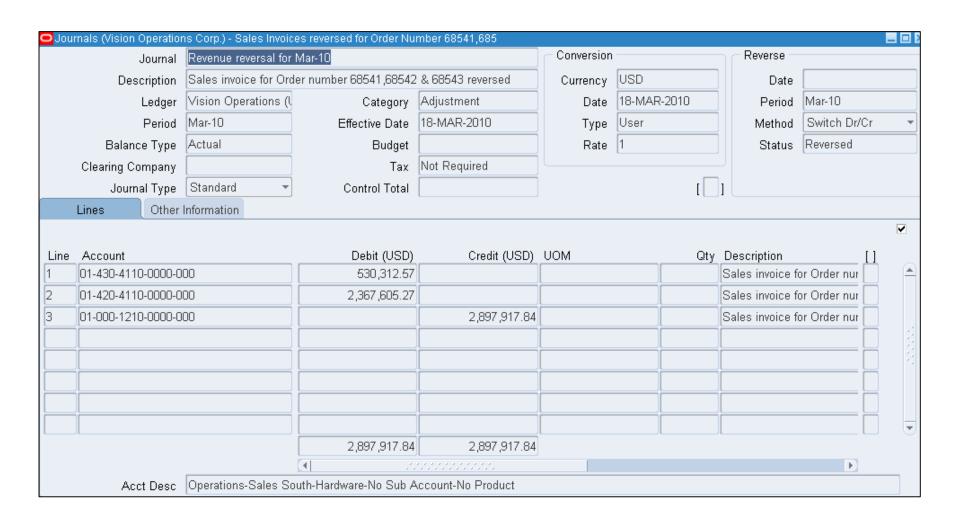


# Trial Balance- Trial Balance- Accounts Receivable SLA to GL Reconciliation- Account Analysis Report

Vision Operati	ions Corp.		Account Anal	lys	is Report	Repo	ort Date: 23-OC	CT-2020 1	11:2	21		
		Sou	rce Item			Page: 1	of 20					
		Period:	Jan-10 To Ad	j-1	0							
Accou	unts From: 01-0	00-1210-0000-0	00									
	To: 01-000-12	210-0000-000										
Balar	nce Type: Actua	al										
	.edger: Vision C	perations (USA	<b>(</b> )									
F	Period: Jan-10											
_			1				1			1		
Source	81	_	JE Name			Description *	Debits (USD)			Credits	(USD)	~
Receivable	Sales Invo	Receivable	Sep-10 Sa		01-000-1210-0			90,015				
Receivable	Sales Invo	Receivable	Sep-10 Sa		01-000-1210-0		1	,637,472				
Receivable	Sales Invo	Receivable	Sep-10 Sa		01-000-1210-0		_	428,200				
Receivable	Sales Invo	Receivable	Sep-10 Sa		01-000-1210-0		2	,388,566				
Receivable	Sales Invo	Receivable	Oct-10 Sa		01-000-1210-0			218,880				
Receivable	Sales Invo	Receivable	Oct-10 Sa		01-000-1210-0			19,582				
Receivable Manual	Sales Invo	Receivable	Oct-10 Sa		01-000-1210-0			,864,802				
Manual	Adjustment	Reverses "	Reverses		01-000-1210-0		2	,897,917	.84		2 207 0	17.04
Receivable	Adjustment	Sales Invo	Revenue r		01-000-1210-0			62,002	00		2,897,9	17.84
Receivable	Sales Invo	Receivable	Oct-10 Sa		01-000-1210-0			62,893				
Receivable	Sales Invo	Receivable Receivable	Oct-10 Sa Oct-10 Sa		01-000-1210-0 01-000-1210-0			581,166				
Receivable	Sales Invo	Receivable	Oct-10 Sa		01-000-1210-0			656,005				
Receivable	Sales Invo	Receivable	Oct-10 Sa		01-000-1210-0			836,897 50,163				
Receivable	Sales Invo	Receivable	Oct-10 Sa		01-000-1210-0		2	350,422				
Receivable	Sales Invo	Receivable	Oct-10 Sa		01-000-1210-0			101,208				
Receivable	Sales Invo	Receivable	Oct-10 Sa		01-000-1210-0		1	,307,197				
, tocolvable	Jule3 IIIVO	neceivable	OCI-10 3d		01-000-1210-0	Journal IIIIp		.,307,137				
Grand Total	for report	from Jan-1	0 through		Adj-10		235	,982,739	.74		203,446,9	29.32
							=========					
										per construction in		ATTOCK CONTRACTOR



#### Trial Balance- Accounts Receivable Account Analysis Report- Journal Drill down





## Poll Question



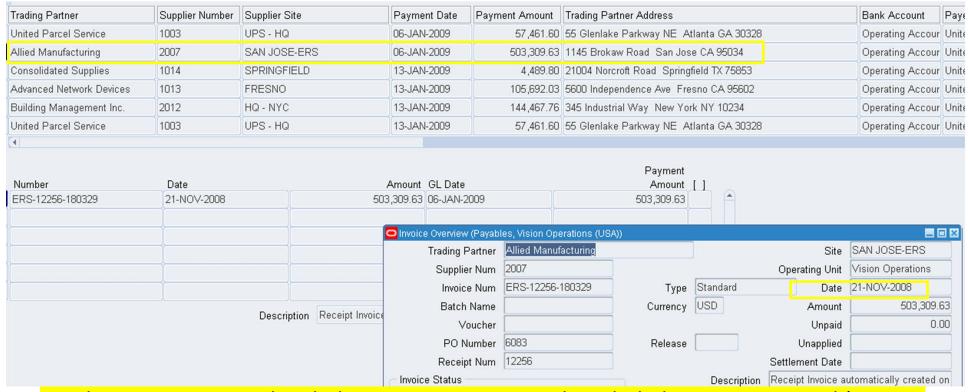
#### Accounts Payable- Search for Unrecorded Liabilities

"A search for unrecorded liabilities is a fundamental, almost universally applied <substantive> procedure in all audits. The scope of such a search frequently includes a sampling of subsequent cash disbursements, which is an example of testing one population for understatement by sampling through a "reciprocal" population where unrecorded or otherwise missing balances or transactions are likely to reside."

https://www.cpajournal.com/2017/11/21/proper-risk-based-approach-search-unrecorded-liabilities/

#### Accounts Payable- Search for Unrecorded Liabilities

A list of payments subsequent to the audit period (year) are reviewed identifying significant payments that may indicate amounts that should have been accrued as a liability (payable) at year-end. Typically this procedure uses a threshold of  $\frac{1}{4}$  or less of materiality (e.g. If materiality is \$2,000,000 then >= \$500,000 ( $\frac{1}{4}$  of materiality).



Per the EBS AP invoice detail, this amount was properly included in AP at year end (invoice date of November 21, 2008)



#### Keys to a Rock-Solid Trial Balance

- Perform trial balance analytics to:
  - Identify unusual balance
  - Identify significant balance changes from the prior year
  - Prove out net income based on the change in the balance sheet
- Perform test of details of balances for significant account balances
  - Accounts Receivable SLA to GL reconciliation
  - Accounts Payable search for unrecorded liabilities

#### Automated Audit Software for Oracle EBS

Demonstration



## Questions?



#### Thank You!

#### **Contact**



#### **Brian Lewis, CPA**

Corporate Controller and VP of Finance

blewis@eprentise.com



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