Course Information

Course Name:	**Preparation and Audit of the Final Account**

Institute/Centre:	Port Training Institute	**Course Code:**	F32

Type: √ Program   ❑ Course   ❑ Workshop

Course Duration: √ 5 Days   ❑ 3 Days   ❑ 1 Days   ❑ Other

Course Conducted: √ Local Anywhere   ❑International   Indicate: A.R.E
Course Venue:

Course Language: ❑ English   ❑ Arabic   √ Both   ❑ Other

Course Description

Course Outlines:
1. What are the financial statements?
2. Purpose and Scope of Review of Financial Statements.
3. Technical means to carry out the audit
4. Review and analyze accounts of cash receipts and payments.
5. Use analytical procedures in planning audit and audit process.

Course Objectives:
- To familiarize the Participants with the procedures and elements of the audit and financial audit system and the procedures of the audit and final audit and discuss the practical problems associated with the implementation of audit plans and financial audit.

Course Includes: √ Theoretical   ❑ Fire Training Module   ❑ Laboratory
❑ Workshop   ❑ Site Visit

Course Prerequisites: Not Required

Who Should Attend: Finance, Accounting and Auditing

No. of Participants/Course: √ 5-10   ❑10-15   ❑15-20   ❑ Other

Qualifications of Participants:
- Bachelor Degree

No. of Lecturer: √ 1   ❑ 2   ❑ 5

No. of Assistance: ❑ 1   ❑ 2   ❑ 3

Course Facilities				
√ White Board	√ V. Projector	√ Data Show	√ PC	❑ Manual
❑ Books	√ Handouts	❑ Flip Charts	❑ S/W	❑ Other

Course Evaluation			
❑ Written Examination	❑ Written Report(s)	❑ Oral Presentation	√ Attendance
❑ Delegates Participation			

Certificate Issue:

❑ Local Premises　　　　　√ AASTMT　　　　　❑ International

Course Registration			
Registration:	√ Admission and Registration Department at the Port Training Institute Beside Gate No. 27 - Outside Customs Area, Alexandria Port	❑ Online	❑ Other
Documents Required:	√ Registration Form	√ ID/Passport Copy	√ Photo