

Title of the Course	AUDIT AND ANALYSIS OF COMMERCIAL ACTIVITY		
Amount in credit points/ECTS)	2/3	Volume (in hours)	80
Prior knowledge	Microeconomics, Financial accounting		
Science Sector	Economics and entrepreneurship		
Science Subsector	Accounting and bookkeeping theory		
Summary of academic hours		Amount (academic hours)	
Distance learning		40	
Contact hours / video lessons		8	
Exercises, self–assessment questions and tests		14	
Individual work/ discussions in distance		16	
Exams/tests		2	
1 st level professional study programme	Micro, Small and Medium Enterprise Management		
Author(s) of the course	Mg. oec. Linda Ābele, Mg.oec. Anita Puzule		
Lecturer(s) of the course	Mg. oec. (ekon.), Mg. oec. (admin.), Mg. math. Rita Vanaga		
Goal of the course:	To provide theoretical knowledge and develop practical skills of the to-be specialists, to choose the most appropriate type of audit and method of analysis. In this way the development of analytical skills is aimed to be improved with execution of the analysis of commercial activity.		
Requirements for obtaining credit points (structure of course evaluation):	<u>The final evaluation is calculated:</u> Moodle discussion/tasks – 50% Exam – 50% <i>For obtaining final evaluation, both activities should hold successful evaluation – not below 4 points.</i> <i>Final evaluation is the average grade in 10-point system, in proportion of percentage distributed amongst both activities</i>		
Study Results			

1. *Knowledge:*
 - 1.1. Describes the role of control for execution of commercial activity;
 - 1.2. Presents the phases of internal audit and tax audit, their organisation and documentation, and stocktaking procedure;
 - 1.3. Characterizes the methods of financial indicator analysis of commercial activity and indicators of financial analysis;
2. *Skills:*
 - 2.1. Uses the internal control procedures, based on theoretical knowledge;
 - 2.2. Organizes stocktaking process and summarizes the results;
 - 2.3. Applies theoretical knowledge in calculation and analysis of financial indicators;
3. *Competences:*
 - 3.1. Interprets stock take results and makes general conclusion on the risks identified in the process of commercial activity;

- 3.2. Interprets financial indicators, financial indicator changes and proposes suggestions for improvement of the commercial activity;
- 3.3. Plans the selection of control procedures, prepares the information for auditors and external controlling institutions.

Course content

No.	Subjects	Contact hours, video audio lessons	Distance learning	Exercises, self- assessment questions and tests	Individual task – remote discussion. Description of the individual task is available in the E- studies	Exam
1.	The concept of control, control system in Latvia. Controlling function, basic principles and effectiveness indications.	8	4	1	2	2
2.	External audit. The aim of an audit and its essence. Types of audit. Auditor's report.		6	2	2	
3.	Tax audit. The substance of a tax audit, phases of audit, responsibilities and rights of a tax payer.		4	2	2	
4.	International Standards on Auditing and their requirements.		4	2	2	

5.	Organisation of internal audit, the audit file, phases of an audit and closing of an audit.		6	2	2	
6.	Stocktaking procedure and basic rules.		4	1	2	
7.	The substance of financial analysis, horizontal and vertical analysis. Relative and obsolete indicators.		6	2	2	
8.	insolvency signals and indicators of a company.		6	2	2	
TOTAL:		8	40	14	16	2
80						

Mastering the course and successfully passing examination, student is capable of (*knowledge, skills and competencies*)

Study Results:	Evaluation Criteria		
	(40-69%)	(70-89%)	(90-100%)
Knowledge	Partially presents on the terms and notions of the course material, the essence of control and its basic functions, goals of financial analysis and its description. Is able to reflect on the course material concisely.	Presents on the terms and notions of the course material, the substance of control and its basic functions, goals of financial analysis and its description. Is able to reflect on the course material	Presents fully and confidently on the terms and notions of the course material, the substance of control and its basic functions, goals of financial analysis and its description. Is able to reflect on the course material both concisely and in a complex manner, demonstrating additional knowledge of the course material.

Skills	<p>Applies separate topics of the course material in practice.</p> <p>Uses a few descriptors of control substance and basic functions, goals of financial analysis and its indicator characterization, partially uses the principles provided in the course material.</p>	<p>Applies the topics of the course material in a complex manner in practice.</p> <p>Uses most descriptors of control substance and basic functions, goals of financial analysis and its indicator characterization, partially uses the principles provided in the course material. However, meets certain constraints in understanding financial indicators.</p>	<p>Applies the topics of the course material in practice, adding with independently developed skills.</p> <p>Arguments descriptors of control substance and basic functions, goals of financial analysis and its indicator characterization, partially uses the principles provided both in the course material and external sources.</p>
Competences	<p>Individually applies certain topics of the course – on the control aspects and indicators of financial analysis</p>	<p>Individually applies most of the course topics in a complex manner in practice.</p> <p>In works individually plans, implements control</p>	<p>Individually and in groups uses the course material for developing a discussion. Analyses the control aspects and financial</p>
		<p>aspects and analyse them, characteristics of financial indicators Presents and reflects on the processes and results.</p>	<p>indicators by using the course material in a complex manner added with independently searched information sources. Confidently presents the ideas and reflects on the processes and results.</p>
Acknowledgement of the obtained study results			

Study Results	1.1.-1.3.	2.1.-2.3.	3.1.-3.3.
Evaluation Method			
Moodle discussions/tasks	X	X	X
Exam	X	X	X

Core Literature

1. Krogzeme H. (2013). Komersantu darbības analīze un kontrole. Rīga: RTU Izdevniecība
2. Mālderis G. (2008). Grāmatvedība, revīzija, audits. 3.papild.izd. Rīga: Biznesa augstskola Turība
3. Rurāne M. (2007). Uzņēmuma finanses. Rīga: Jumava
4. Rurāne M. (2018). Finanšu pārvaldība un analīze. Rīga: SIA "Izdevniecība Avots"
5. Mietule, I., (2013). Uzņēmuma finanšu analīze : teorija un praktiskā pielietošana. Rēzekne : Rēzeknes Augstskola, 1 tiešsaistes resurss

Additional Literature

1. Daņēviča D. (2003). *Finansu pārskata revīzija. Starptautiskie grāmatvedības standarti*. Rīga: Biznesa augstskola Turība
2. Adler, R. W. *Strategic performance management : accounting for organizational control* New York, NY : Routledge, 2018. viii.
3. Fia (2011). *Foundations in Audit*. UK: Kaplan Publishing. .
4. Hudenko, J., (2014). Jūsu uzskaites aizkulises vai Ekonomika. Rīga : Info Tilts.
5. Kelmere L. (2017). *Kapitālsabiedrības likvidācijas process un finanšu pārskatu sagatavošana*. Rīga: LU Akadēmiskais apgāds
6. Mālderis G. (2001). *Revīzija un audits*. Rīga: Biznesa augstskola Turība
7. Mietule I., Jackaniča A. (2013). *Uzņēmuma finanšu analīze*. Teorija un praktiskā pielietošana. Rēzekne: Rēzeknes Augstskola
8. ZBC Latvija. KVS. (2004). *Iekšējais audits*. 3.daļa. Rīga: Biznesa partneri

Recommended Periodicals

1. www.likumi.lv
2. www.eca.europa.eu
3. www.lrvk.gov.lv
4. Žurnāls "Balance" un „iFinances”