

Course (KQ03322): INTERNAL CONTROL SYSTEMS

1. General information

- Term: 7
- Credits: **Total credits 3 (Lecture: 3 – Practice: 0)**
- **Self-study: 9** credits
- Credit hours for teaching and learning activities: 45 hrs
- Self-study: 135 hrs.
- Department conducting the course:
 - Department: Managerial Accounting and Auditing
 - Faculty: Accounting and Business Management
- Kind of the course:

Foundation <input type="checkbox"/>		Fundamental <input type="checkbox"/>		Option 1 <input type="checkbox"/>		Option 2 x	
Compulsory	Elective	Compulsory	Elective	Compulsory	Elective	Compulsory	Elective
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	x	x	<input type="checkbox"/>

- Prerequisite course(s): Audit Principle

2. Course objectives and expected learning outcomes

* *Course objectives:*

- Knowledge: Course provided for students the basic knowledge of the internal control system; setting up internal control system; evaluating and improve the internal control system in the enterprise
- Skills: Course provide students effective teamwork skills; apply knowledge of internal control system to identify risks in business situations; can organize and effectively operate the internal control system in the enterprise
- Attitude: Course provide students with attitudes lifelong learning attitude, always seeking and taking advantage of learning opportunities to improve their ability..

* *Course expected learning outcomes*

Notation	Course expected learning outcomes After successfully completing this course, students are able to	PLO performance criteria
Knowledge		
CLO_1	Apply accounting principles and regulations to collect financial information related to business activities of enterprises	2.1
CLO_2	Evaluate the level of compliance with the accounting and auditing principles and regulations	3.2
Skills		
CLO_3	Organize and manage teamwork activities effectively to achieve objectives of teamwork activities	4.4
CLO_4	Evaluate accurately the problems in accounting and auditing practice and propose proper solutions for better accounting and auditing practice of enterprises.	6.2
Attitude		

CLO_5	Seek opportunities to improve the knowledge of accounting and auditing professions and skills continuously in the dynamic context of globalization	10.3
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3. Course description

Brief description of the course: This course covers the following contents: Introduction to the internal control system; The elements of internal control system; Setting up internal control system; Operation of the internal control system in the enterprise; Evaluation and improvement of internal control system

4. Teaching and learning & assessment methods

CLOs	CLO1	CLO2	CLO3	CLO4	CLO5
Teaching and learning					
Lecturing	x	x	x		x
Teaching through practical work	x	x		x	x
Case study	x	x	x	x	
Progress Assessment					
Rubric 1. Attendance (10 %)					x
Rubric 2. Practical/Discussion (10 %)	x	x	x	x	x
Midterm exam (20%)	x	x		x	x
Final exam (60 %)	x	x		x	x

5. Student tasks

- Attendance: All students attending this session must attend 70% of the class periods, actively participate in discussions during class hours.
- Preparation for the lecture: All students attending this session must read reference books according to the contents of the syllabus before going to class.
- Exercises: All students attending this module must complete the final exercises of each chapter and additional practical exercises.
- Mid-term exam: All students must participate in midterm exams.
- Final exam: All students must participate in final exams.

6. Text books and references

* *Text Books/Lecture Notes:*

Trần Quang Trung, Ngô Thị Thu Hằng (c.b), Vũ Thị Hải, Nguyễn Thị Thùy Dung, Lê Thanh Hà (2022) . Internal Control System (In Vietnamese: Hệ thống kiểm soát nội bộ), Agricultural University Publishing House, Hà Nội

* *Additional references:*

Bùi Bằng Đoàn (2013). Internal Control System (In Vietnamese: Hệ thống kiểm soát nội bộ), Agricultural University Publishing House, Hà Nội

Nguyễn Hữu Ánh (2021). Internal Control System (In Vietnamese: Hệ thống kiểm soát nội bộ) Publishing House of National Economics University

Phan Trung Kiên(2015) Internal Control System in Enterprise (In Vietnamese: Kiểm toán nội bộ trong doanh nghiệp) Finance Publishing House, Hanoi.

Hội Kiểm toán viên hành nghề Việt Nam (VACPA), Ebook to update accounting and auditing knowledge (In Vietnamese: Ebook cập nhật kiến thức kế toán kiểm toán).

7. Course outline

Week	Content	Course expected learning outcomes
	Chapter 1: Overview of Internal Control System	CLO1 CLO2 CLO3 CLO4 CLO5
	A/ Main contents: (11 hours) 1. Theories: (5 hours) 1.1. The concept and nature of Control and Internal Control 1.2. The position of the internal control system in the management of enterprises 1.3. The benefits of HTKSNB 1.4. The inherent limitations of the internal control system 2. Discussion: (3 hours) <ul style="list-style-type: none"> The position and role of the internal control system in enterprise management. 3. Practice: (3 hours) Exercise – chapter 1	
	B/ Self-study contents: (33 hours) <ul style="list-style-type: none"> Review the lessons and read materials for the next chapter 	
	Chapter 2: Components of ICS	CLO1 CLO2 CLO3 CLO4 CLO5
	A/ Main contents: (11 hours) 1. Theories: (5 hours) 2.1. Introduction the components of the ICS 2.2. Control environment 2.3. Risk assessment 2.4. Control mechanism 2.5. Information system 2.6. Supervision of ICS 2. Discussion: (3 hours) <ul style="list-style-type: none"> Risk assessment and control mechanism of the internal control system. 3. Practice: (3 hours) Exercise – chapter 2	
	B/ Self-study contents: (33 hours) <ul style="list-style-type: none"> Review the lessons and read materials for the next chapter 	
	Chapter 3: Setting up ICS	CLO1 CLO2 CLO3 CLO4 CLO5
	A/ Main contents: (11 hours) 1. Theories: (5 hours) 3.1. Risk management and the basis of setting up ICS 3.2. Approach to setting up ICS 3.3. Three lines of defense of ICS 2. Discussion: (3 hours) <ul style="list-style-type: none"> Approach to setting up internal control system 3. Practice: (3 hours)	

	Exercise – chapter 3	
	B/ Self-study contents: (33 hours) <ul style="list-style-type: none"> Review the lessons and read materials for the next chapter 	
	Chapter 4: ICS in the enterprise	CLO1 CLO2 CLO3 CLO4 CLO5
	A/ Main contents: (11 hours) 1. Theories: (5 hours) <ul style="list-style-type: none"> 4.1. Control by functions 4.2. Control according to the production and business cycle 2. Discussion: (3 hours) <ul style="list-style-type: none"> The principle of non-partisanship and division of duties in the enterprise 3. Practice: (3 hours) Exercise – chapter 4	
	B/ Self-study contents: (33 hours) <ul style="list-style-type: none"> Review the lessons and read materials for the next chapter 	
	Chapter 4: Evaluation and improvement of ICS	CLO1 CLO2 CLO3 CLO4 CLO5
	A/ Main contents: (11 hours) 1. Theories: (5 hours) <ul style="list-style-type: none"> 5.1. ICS assessment goals and criteria 5.2. ICS assessment process and methods 5.3. Improvement ICS 2. Discussion: (3 hours) <ul style="list-style-type: none"> Methods of evaluating and perfecting the internal control system in the enterprise 3. Practice: (3 hours) Exercise – chapter 5	
	B/ Self-study contents: (33 hours) Review the lessons and prepare for the final exam	