

## Course Description

### Documenting Processes and Internal Controls (KLplus CPE Course)

**Description:**

This course will give you a fundamental understanding of documenting processes and internal controls, more specifically: Section 404 process documentation requirements; the purpose and benefits of process maps and process narratives; how processes maps are created, and how controls embedded within a process can be documented.

**Learning Objectives:**

Upon completion of this course, the learner will be able to:

- Identify types of process maps and their benefits
- Identify types of transactions
- Identify the purpose of procedural or process narratives
- Identify elements of a Risk and Control Matrix

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**Estimated Course Duration:** 55 minutes (1 CPE)

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**Delivery Method:** Online Self-Study

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**Field of Study:** Auditing

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**Program Level:** Basic

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**Prerequisites:** None

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