

## TRAINING

## DAEP Basic

## THE QUICKEST WAY TO REALISE THE VALUE OF YOUR INVESTMENT IN OUR TECHNOLOGY

This 9-day course is designed to get you up and running effectively in the shortest period, this nine-day course is a comprehensive introduction to ACL Analytics. During the first 5 days of the DAEP Basic training, delegates will complete the full Starter Pack training course with the 4 subsequent days covering everything from Scripting Module 1. This combined course is the quickest most effective way accomplish great things with ACL Analytics and realise the true value of your organisations investment in the software. In an interactive, hands-on environment, you will learn basic data as well as integral skills such as how to conduct analysis steps and procedures, and how to implement scripts in your daily routine to automate recurring ACL Analytics tasks

### Key Objectives

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- Describe and discuss the data analysis cycle
- Describe the three stages of data access
- Create tables to access data
- Import data into ACL
- Verify data integrity
- Test control totals, bounds, completeness, uniqueness, data relationships and reliability
- Compare data from different files and systems
- Filter data
- Look for trends in your data
- Generate summaries of your data
- Create reports in ACL
- Use ACL for sampling
- Employ ACL to add value to your audits
- Reveal exceptions and fraud
- Clean your data and enhance your analysis
- Create, edit and run scripts
- Set ACL program options in scripts
- Call scripts from other scripts
- Define computed fields
- Create and use variables
- Design simple, conditional, and nested groups
- Use variables in groups
- Providing user input in scripts
- Build user dialog boxes
- Do error trapping
- Apply best practices for planning, designing, building, testing and maintaining scripts
- Automate your analysis
- Schedule tests to run any time of the day or night

*“Galvanize has changed the way I see information in my business. I don’t need to validate the information. I don’t need to explain the trust in the information. I can get the information in an easy format and use it.”*

### The Details

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**Who** Internal Auditors and Data Analysts who have little or no background in ACL, that want to quickly benefit from the value that ACL Analytics offers.

**What** 9-day training course in a classroom style setting

**How much** R34,500 excl. VAT per delegate / \$2,500 per delegate

## The road to ACDA certification

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### STARTER PACK

#### 5-day course

This five-day course is a comprehensive introduction to ACL Analytics. Designed for new and beginner users who want to learn the concepts and features needed to start using ACL Analytics. In an interactive hands-on environment, you will learn fundamentals such as basic data concepts and how to work within the ACL Analytics environment, as well as integral skills such as how to conduct analysis steps and procedures and accomplish analysis objectives. You will learn the proper methodology and best practices for all five phases of the data analysis cycle (planning, importing, preparing, analysing, and reporting) and the basics of scripting will be also introduced. Through this comprehensive introduction and practical application, you will learn how to effectively use ACL Analytics to accomplish your audit and/or business objectives.

*R22,000 excl. VAT / \$1,750 per delegate*

### SCRIPTING MODULE 1

#### 4-day course

This four-day course builds on the existing skills learnt in the Starter Pack course. You will learn how to use ACL Analytics scripts to do more in less time. Our ACL Certified trainers will show you how to implement scripts in your daily routine to automate recurring ACL Analytics tasks. They will guide you through activities that illustrate how to work with scripts efficiently and easily to preserve best practices, which prevents errors and results in better controls. By freeing up time you will be able to investigate your data in ways you haven't thought of and concentrate on activities that require critical thinking and judgement.

*R17,000 excl. VAT / \$1,250 per delegate*

### SCRIPTING MODULE 2

#### 4-day course

This four-day has been developed for more experienced data analytics specialists or senior auditors who have completed Scripting Module 1, and would like to increase their knowledge and skills and wish to attain the international ACDA certification. The four-day course teaches useful functions not covered in any of the earlier courses and includes advance scripting techniques. These skills further enhance the overall data analysis capabilities and assist with the automation of routine analytics to free up time for tasks that require critical thinking and judgement..

*R17,000 excl. VAT / \$1,250 per delegate*

### ACDA RAMP-UP & EXAMINATION

#### 5-day course

The four-day ACDA Ramp-Up course prepares you to write the internationally recognised ACDA Certification on day five. ACDA Certification is a testament to your ability to integrate ACL data analysis technology into financial analysis and business processes and provides tangible evidence of your abilities to maximise the full potential of your organization's investment in ACL Analytics. During the Ramp-Up, you will learn how to approach the examination and be taught skills which are essential for passing the examination first time around. The ACDA examination is a closed- book certification exam and is divided into two components: Knowledge Inventory & Practical.

*R25,000 excl. VAT / \$1,950 per delegate*

We offer discounted training package pricing when two or more courses are booked and paid for at the same time. Contact us for available dates and pricing



Learn more about what you can accomplish with Galvanize

Call +27 86 199 9190 to speak with a representative

Visit our website at [galvanizesoftware.com](http://galvanizesoftware.com) | Email us at [info@galvanizesoftware.com](mailto:info@galvanizesoftware.com)