

Contents

Preface	vii
PART I PLANNING	
1 Introduction	3
2 Acceptance procedures	9
3 The correspondence and permanent files	29
4 Accounting systems, processes and controls	49
5 Preliminary analytical procedures	77
6 Assessing materiality	81
7 Assessing risk	85
8 Audit team planning meeting	105
9 Determining the audit approach	113
10 Other planning issues including transition to FRS 102	125
11 Bringing it all together	135
PART II IMPLEMENTATION	
12 Introduction	141
13 Audit evidence	143
14 Sampling and error evaluation	147
15 Procedures affecting all audit sections	151
16 Substantive analytical procedures	159
17 Intangible fixed assets	165
18 Tangible fixed assets	173
19 Investments in group and associated undertakings and other investments	185
20 Stock	191
21 Financial instruments	207
22 Debtors and prepayments	215
23 Bank and cash	227
24 Creditors and accruals	233
25 Long-term loans and deferred income	239
26 Provisions, contingent liabilities and financial commitments	243
27 Defined benefit pension schemes	249
28 Capital, reserves and statutory records	255
29 Taxation	259
30 Profit and loss account: income	263
31 Profit and loss account: expenditure	275
32 Profit and loss account: wages, salaries and other remuneration	279

Contents

33	Profit and loss account: other	285
34	Related party transactions	289
35	Subsequent events and going concern	295
36	Value added tax	301
37	Consolidation and groups	305
38	Statement of cash flows	315
39	Auditing financial statements prepared under IFRS or FRS 105	317

PART III COMPLETION

40	Introduction	323
41	Preparing the file for review	325
42	Reports to management	345
43	Letters of representation	351
44	Drafting the audit report	355
45	Reviewing the file	365
46	Final completion and planning for next year	371
47	Conclusion	373

<http://www.pbookshop.com>