

Excel and Power Query for Better and Faster Audit Testing

Credits 2.0	Field of Study Computer Software and Applications	Course Category General	Level Intermediate
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COURSE DESCRIPTION

Many auditors spend hours on manual data manipulation that could be handled in seconds. This session focuses on using Power Query to build automated testing templates that don't break when new data arrives. The firm will see how to transform raw accounting exports into clean, testable datasets for journal entry testing and gap analysis. The instructors walk through the mechanics of a three-way match and Benford's Law analysis, showing how to document these steps so the logic is transparent for reviewers. By the end of the block, attendees will understand how to create a refreshable audit workpaper that maintains integrity and provides better evidence than traditional manual methods.

LEARNING OBJECTIVES

- Construct a refreshable data transformation pipeline in Power Query to automate repetitive audit testing procedures.
- Apply Benford's Law and stratification techniques to identify high-risk transactions within large financial datasets.
- Execute automated three-way matches and gap analyses using merged queries to detect control failures.
- Implement documentation standards within Excel to ensure automated queries meet professional evidence and review requirements.

MAJOR TOPICS

- Connecting to and transforming ERP data exports
- Automating journal entry testing for completeness and accuracy
- Building duplicate and gap analysis queries
- Statistical testing and audit analytics in Excel
- Performing multi-source reconciliations with the three-way match
- Documenting query steps for audit file compliance
- Creating reusable templates for year-over-year efficiency

WHAT YOU'LL WALK AWAY WITH

- You'll build testing templates that update instantly when you drop in new data.
- You'll stop doing manual data cleanup for every journal entry test.
- You'll use Benford's Law to spot high-risk transactions automatically.
- You'll turn raw accounting or ERP exports into clean, testable datasets without broken formulas.
- You'll document your logic so reviewers can follow your work easily.

QUESTIONS

Do I need to be a programmer to use Power Query?

Not at all. This course focuses on the visual interface of the tool to build your audit workflows. If you can use standard Excel ribbons, you can learn this.

What level of Excel knowledge is required?

You should have a basic familiarity with formulas and understand standard audit procedures like three-way matching. We'll handle the technical transformation steps together during the session.

Will this help with my specific audit documentation requirements?

Yes. We specifically cover how to document your query steps so they meet professional evidence standards for your workpapers.

Is there any advanced preparation I need to do?

There's no advanced preparation required for this intermediate-level course. Just bring your existing knowledge of financial datasets and audit analytics.

Does this cover how to handle different types of ERP data?

We focus on connecting to and transforming raw accounting exports into clean sets. This includes automating journal entry testing and performing multi-source reconciliations.

A NOTE FROM THE AUTHOR

I watched my team struggle through the same manual data cleanup every busy season until I realized we were solving the wrong problem. We don't need faster fingers, we need better systems that remember our steps for us. I wrote this for the auditor who's tired of fixing the same messy spreadsheet every single quarter.

ADDITIONAL INFORMATION

- **Who Should Attend:** Audit practitioners and data analysts who want to move beyond manual sampling and build repeatable, automated testing workflows within their existing spreadsheet software.
- **Prerequisites:** Basic familiarity with Excel formulas and a functional understanding of standard audit procedures such as journal entry testing and three-way matching.
- **Advanced Preparation:** None
- **Tags:** power query, excel, audit automation, data analytics, workpaper documentation
- **Course ID:** 2207
- **Short Name:** Excel and Power Query for Audit Testing

EXCEL AND POWER QUERY FOR BETTER AND FASTER AUDIT AUDIT TESTING

