



DIGILEAF INC.

Leading Excellence Among Fellows

Software Quality Audits

This course covers how to audit processes, work products, and the people who perform within the process. General audit practices will be discussed. The audit will now depend on what standard will be used as a requirement of the audit. Therefore, the course is not concentrated on specific standards like ISO or CMMI, etc. The auditing techniques that will be learned from this course are standard audit practices. Specific auditing techniques will be covered to be used as a value-added information when software/IT standards are used as requirements for audit.

Training Objectives

At the end of the course, the participants will be able to:

1. Identify the activities involved in quality auditing.
2. Describe audit roles.
3. Write a software audit plan.
4. Prepare audit tools.
5. Document the results of an audit in an audit report.
6. Write a corrective action plan.
7. Prepare quantifiable recommendations for improvements.

Duration 2 days

Topics

- I. Auditing Principles
 - a) Audit Definitions
 - b) Reasons for Auditing
 - c) Types of Audits
- II. 1st, 2nd & 3rd Party Audits
 - a) What Software Audit Should Do?
 - b) Audit Triggers
 - c) Audit Phases
 - i. Initiation
 - ii. Preparation
 - iii. Execution
 - iv. Reporting
 - v. Follow-Up
- III. Audit Planning
 - a) Elements of an Audit Plan
 - b) Audit Basis
 - c) Auditors Toolkit
 - d) Developing a Protocol or Checklist
- IV. Audit Execution
 - a) The Audit Triangle
 - b) Vertical vs. Horizontal Auditing
 - c) Audit Strategy
 - i. Tracing Method
 - ii. Discovery Method
 - iii. Element Method
 - iv. Department Method
 - d) Audit Analysis
 - i. Corroboration and Objectivity of Evidence
 - ii. Data Patterns and Trends
 - iii. Audit Findings
- V. Corrective Actions
- VI. Audit Reporting
- VII. Follow-up Audit
- VIII. Auditing Continual Improvement