

3-Day Seminar

Recommended Pre-Requisite Training: *None*

Continuing Professional Education Credit Hours: **24**

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+1 (888) 547-3481 (USA)  
+1 (904) 406-4311

## CORPORATE FRAUD PREVENTION & DETECTION

### Step 1: Establish and manage a better anti-fraud function

Discover what should be done to better protect your company from fraud. Learn what you need to do to build a fraud control function - **complete with proper fraud function policies, ethics policies, and acceptable conduct guidelines**. This course will take you further into leading techniques to manage the risk of fraud and cut its ongoing cost for all types of organizations. You and your decision-making executives will leave with a clear understanding of what business processes need to be created or improved, as well as what roles, responsibilities, and authorization need to be in place.

Get a broad understanding of the field of fraud examination — from what fraud is, to how it is committed, detected, and deterred. Coverage begins with an explanation of fraud examination methodology, followed by detailed examination of the most prevalent fraud schemes used by employees, owners, managers, and executives.

### Step 2: Train the right people to prevent and detect fraud

Based upon courseware endorsed by the Association of Certified Fraud Examiners and presented by a fully accredited Certified Fraud Examiner, this seminar provides the understanding and the tools you need to prevent and detect internal (occupational) fraud within your organization.

Modules explain the major schemes and provide relevant statistics on cost and frequency, as well as the perpetrators and victims of these crimes. Each scheme is illustrated with several real-life cases. The course clearly outlines prevention, detection and investigation strategies. Essential terms, questions, and discussion issues help students understand and retain the material. Not to be confused with forensic accounting instruction, this course is designed for a broad corporate management audience.

1. Skimming
2. Cash Larceny
3. Billing Schemes
4. Check Tampering
5. Expense Reimbursement Schemes
6. Register Theft Disbursement Schemes
7. Theft of Non-Cash Assets
8. Corruption and Collusion
9. Common Accounting and Transaction Fraud
10. Fraudulent Financial Statement Schemes
11. Interviewing Witnesses Overview \*

To ensure that your organization will achieve early success in detecting internal fraud and abuse, attendees will receive information on **178 proactive computerized audit queries** that can be performed to help uncover potential problems. Attendees will also analyze and retain **18 case studies** to help them get a better real-life exposure to fraud in the work-place.

*\* For more information on this topic, "Interviewing Witnesses", we recommend **Advanced Interview Techniques for Investigating Internal Fraud and Abuse** as a subsequent follow on to this course.*

### Who should attend

- Internal fraud investigators / examiners
- Executive officers (CEO/CFO/COO...)
- Financial auditors / examiners
- Operations auditors
- Systems auditors
- Human resource managers
- Accountants
- Payroll administrators
- Accounts payable/receivable administrators
- Finance department managers
- Sales managers
- Security managers



## Prepare to be certified.

Attendance of this course is required to be eligible to take exam FC101 for CIS fraud control certification. Learn more about the Certified Fraud Control Associate (CFCA), Certified Fraud Control Professional (CFCP), and Certified Fraud Control Manager (CFCM) credentials at [www.certifiedinfosec.com](http://www.certifiedinfosec.com).

## Step 3: Once the right people have learned how to find evidence of fraud, train them to investigate and interview

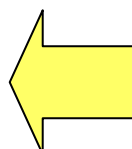
Even good employees sometimes do bad things. If your organization encounters an instance of employee abuse or fraud such as misuse of company resources, theft of assets, fraudulent disbursement, or other issues, investigation of the incident will require interviewing and interrogating employees. Such interviews require special preparation, documentation, and interviewing skills in order to resolve cases of internal fraud or abuse.

### Learning Objectives

What are people hiding from you? Criminals, clients, customers and even colleagues may each be hiding something from you. Learn how to be more effective in asking questions and evaluating responses so you can better detect lies and uncover the truth. By enhancing your interview techniques, you will get more information, more insight and less deception from everyone you interview. Even experienced professionals will improve their interviewing skills with this renowned course.



This two-day workshop will give you the knowledge and skills you need to effectively interview and interrogate witnesses, conspirators, and perpetrators potentially involved with incidents of fraud or abuse. Set into a practical workshop format, important concepts are reinforced through your **in-class analysis of real videotaped interviews** from actual investigations of two cases of internal employee fraud. Concepts are further reinforced through **14 workshop case studies** you will help solve in class along with other attendees.



2-Day Seminar

Recommended Pre-Requisite Training:  
**Corporate Fraud Prevention and Detection**

Continuing Professional Education Credit Hours: **16**

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- ◇ **Know your boundaries: Legal considerations for investigating and interviewing employees**
  - Do you know your legal authority for conducting interviews?
  - Can you use deception in interviews?
  - How do you avoid breaching the employees' rights under law?
  - How do you avoid employee claims of breach of privacy, emotional distress, defamation, false imprisonment, or assault and battery?
  - What about trade union protection?
- ◇ **Understand the science of communication**
  - What are communication facilitators and inhibitors?
  - What is the employee really saying with word choice, tone, and syntax?
  - What is the employee really saying with body language from the head, face, nose, mouth, eyes, arms, shoulders, elbows, hands, legs, feet, and posture?
  - What is the employee really saying with anger, boredom, frustration, and body movements?
- ◇ **Learn how to prepare for the interview**
  - How do you prepare for the investigation? Who should participate in your investigative team?
  - How do you develop evidence? How do you organize, handle, and preserve it?
  - How do you properly establish the foundation for your investigation?
  - What is the best venue and physical environment for interviewing?
  - How should you plan the interview for witnesses, conspirators, and perpetrators?
- ◇ **Learn how to conduct the interview**
  - What are 13 verbal clues of deception you need to recognize?
  - What are 10 non-verbal clues of deception you need to recognize?
  - What is the proper interviewing sequence and use of questioning? How do you open the interview, get good information, resolve contradictions or deceit, and close the interview?
  - What is the best approach to obtaining an admission of guilt? How do you help the employee rationalize what he or she did and tell you what truly happened?
- ◇ **Know how to report your findings**
  - How should your findings be presented to company insiders, attorneys, defendants & witnesses, the press, or juries?
  - What is a good report structure for presenting your findings?

### Prerequisite requirement

This workshop is an advanced course especially designed to help attendees investigate incidents of internal fraud or abuse, which are taught in this course's prerequisite **Corporate Fraud Prevention & Detection**.

## Prepare to be certified.

Attendance of this course is required to be eligible to take exam FC102 for CIS fraud control certification.

