Moving Forward With Data Analysis:

Systematic Software Selection and Implementation

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How to buy a new “family car”
Agenda

“Educated Consumer” (is our best customer)

Approaches
- Systematic
- Impulse?

7 Major phases of a Systematic Approach

The Winning Solution!

Homework...

Sold!
Data Analysis Defined

THE DATA ANALYSIS PROCESS

1. Import Data
   - Import from almost any source – from PDF to ERP

2. Perform Analysis
   - Extract, Sort, Search, Group
   - Calculated Fields, Stratify, Summarize
   - Age, Gaps, Duplicates, Sample
   - Statistics, Join, Append, Compare

3. Review Results
   - Pivot Tables
   - Reports
   - Charts
   - Exports
   - History
   - Project Overview

Automate As You Go

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Where are you today?

Ask yourself which of the following conditions apply to your department:

1. We have a professional level data analysis tool and consider it to be fully implemented or rolled out to all staff, who use it to achieve our annual plan objectives.
2. We have a professional level tool and consider it to be underutilized.
3. We have a professional level tool but limit its use to IT audit specialists.
4. We use spreadsheets for data analysis activities.
Do the homework – study the alternatives, or
Get our Research Report!

http://www.caseware.com/products/idea#_research_reports

– Moving Forward with Data Analysis: Systematic Software Selection and Implementation
– Data Analysis Software - Proposal Ranking Matrix
### Data Analysis Software - Proposal Ranking Matrix

#### Internal Auditing Strategic Objectives

1. Software is easy to learn & Use
2. Competitive advantage
3. Minimize reliance on IT professionals
4. Improve work accountability, responsibility & supervision
5. Enable Production Program Change Control
6. Reliability: Bug free, Speed, Stable Platform
7. Portability: Runs on a laptop
8. Scalable: Move from desktop to server without learning new software
9. Data Integrity & PI Security: Client data is protected from auditor change
10. Collaborative Features
11. Supports development of automated programs
12. Intergration with electronic workpaper system
13. Enhance documentation of audit work completed

#### Provider & Implementer Support

14. Global presence
15. Years in business
16. Multiple languages
17. Help desk available
18. Ease of doing business: knowledgable in auditing needs
19. Regular Program enhancements & upgrades
20. Training readily available
21. User group networking program

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<tr>
<th>Final Three:</th>
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<tr>
<td><strong>Need:</strong> 0=Not Needed; 1=Nice to Have; 2=Desirable; 4=Mandatory <strong>Rank:</strong> 0=Doesn't satisfy requirement; 2=Satisfies; 4=Surpasses</td>
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| **Provider & Implementer Support** | | | | | |
| 14. Global presence | 0 | 0 | 0 | 0 |
| 15. Years in business | 0 | 0 | 0 | 0 |
| 16. Multiple languages | 0 | 0 | 0 | 0 |
| 17. Help desk available | 0 | 0 | 0 | 0 |
| 18. Ease of doing business: knowledgable in auditing needs | 0 | 0 | 0 | 0 |
| 19. Regular Program enhancements & upgrades | 0 | 0 | 0 | 0 |
| 20. Training readily available | 0 | 0 | 0 | 0 |
| 21. User group networking program | 0 | 0 | 0 | 0 |

**Internal Auditing Strategic Objectives Weighted Total**

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This is Important Stuff

Internal Auditing Strategic Objectives
+ Provider and Implementer Support
+ Technical Features
+ Cost
= Winning Solution
Seven Step Plan

Systematic Selection & Implementation

- Needs Analysis
- Financial Feasibility
- Technical Feasibility
- Provider Support
- Implementation and Conversion
- Selection and Purchase
- Monitor and Improve
Needs Analysis – Mind the GAP!

- Inventory Staff Skills & Technology Tools
- Improve Your Data Analysis IQ
- Improve Knowledge of Information Policies
- Involve Decision Makers – Understand the Approval Process
- Integrate Knowledge into your Strategic Planning Model
Financial Feasibility: What can you afford?

Who’s budget?

Understand the different licensing provisions
- Concurrent licensing
- Per user license (electronic licensing)
- Leased Software – software stops working on a specified date

Budget Considerations – maintenance, upgrades, help desk support, training, components, scripts, etc.....
Work with Providers
Who do You Want on Your Team

- Market
- Years in business
- Customers
- Global Presence
- Client specialists
Technical Feasibility
Narrow the Field

- Purchase a license of the current version of your final candidate(s)
- Install the software
- Documentation of tests completed
  - Do the exact same tests on each finalist
- Determine the functions you really need
Selection and Purchase
No Auditor Left Behind

Determine the initial deployment level

Demonstrate you stand behind the selection

Purchase Decision – Pull the Trigger!
Implementation and Conversion
Startup and Acceptance

Follow the roll out plan – conversion to production use

Follow the training plan

Finalize the first audits where the solution will be used

Start a library for your staff
Monitor and Improve
Reach For the Next Level

Strive for 100% Deployment

Maintain Technical Proficiency

Stay in contact with client specialist

Use the help desk support

Keep software licenses up to date
## Conclusion

**You Da Man!**

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Willie’s alternate lyrics:
Momma’s don’t let your Software grow up to be ShelfWare.......
Questions?

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Founded in 1992, Audimation Services, Inc. is a leader in providing data analysis technology to help companies understand their data, assess risks, test controls, and fight fraud.

As the sole U.S. distributor of IDEA, CaseWare™ Monitor and SmartExporter for SAP, we help our clients maximize their technology investments by providing support, training and other valuable resources.