SPECIAL REPORT

OF THE

GRADUATE COUNCIL

concerning

CREATION OF A GRADUATE CERTIFICATE
IN FORENSIC ACCOUNTING
(#5540)

Presented at the
783rd Regular Meeting of the Faculty Senate
January 24, 2018

COUNCIL MEMBERSHIP

GRADUATE COUNCIL

Nadia Al-Ahmed, Sonia Alvarez, Joseph Black, Justin Burch, D. Anthony Butterfield, Ana Caicedo, Canan Çevik, David Cort, Robert DeConto, Jennifer Friedman, Mark Hamin, Laura Hancock, Neil Immerman, Cynthia Jacelon, Ramakrishna Janaswamy, Barbara Krauthamer, John Lopes, Chair, David Morin, Martina Nieswandt, Sarah Pfatteicher, Sarah Poissant, Rebecca Reznik-Zellen, Frederic Schaffer, Patrick Sullivan, Bianki Torres, David Vaillancourt, Tilman Wolf, Kristine Yu

GRADUATE COUNCIL

The Graduate Council recommends approval of this proposal.

Briefly describe the Proposal

The proposed Certificate in Forensic Accounting will be offered by Isenberg School of Management Professional Programs at the University of Massachusetts Amherst. The Certificate in Forensic Accounting program will be administered both face-to-face and online (with some courses being offered in Newton at Mount Ida) and requires the completion of twelve (12) credit hours of designated graduate-level courses.

Provide a brief overview of the process for developing this certificate.

The Professional Programs office in the Isenberg School of Management and the Accounting Department Chair met to discuss the long-term viability for offering a Certificate in Forensic Accounting. A set of courses that are currently being offered were identified that would meet the core requirements for this certificate and that could be effectively sourced and delivered on a
consistent basis by the accounting department. Before submitting the proposal for Faculty Senate Approval, it was sent to Dean Tom Moliterno for review. Please see attached form QR with required signatures.

PURPOSE AND GOALS

Describe the certificate’s purpose and the particular knowledge and skills that will be acquired by participating students.

Forensic accounting continues to be a growing sub-specialty. A working understanding of fraud and forensic accounting is beneficial for all practitioners, whether they be management, auditors, directors, or consumers. Thus, a program focused on forensic accounting would enhance the skills and value of the Isenberg graduate. The primary objective of the forensic accounting component of the accounting curriculum is for students to understand the role of forensic accounting in economic decision-making, financial reporting, disputes and investigations. A student should understand fundamental forensic accounting analysis and methods and be able to apply essential forensic accounting concepts in practice. The curriculum should introduce a broad range of forensic accounting issues and their impact on a variety of stakeholders. This certificate will also help prepare students who wish to take the Certified in Financial Forensics exam or the Certified Fraud Examiner test and earn the CFF or CFE credential.

RESOURCES

If this proposal requires no additional resources, say so and briefly explain why. If this proposal requires additional resources, explain how they will be paid for. For proposals involving instruction, indicate how many new enrollments are expected and whether the courses have room to accommodate them.

This proposal requires NO additional resources as all of the courses will be sourced on an additional compensation basis by existing faculty in the Isenberg School of Management or by affiliated experts who are either academically or professionally qualified. CPE tuition revenue will cover the teaching costs. Expected enrollment is difficult to gauge. The Isenberg School of Management and the MSA program have strong reputations which should help drive enrollment. Our conservative estimate for an initial enrollment is between 10-15 students in fall 2019. Please note that the courses are also offered as electives in conjunction with the Isenberg MSA that can be taken on a stand-alone basis or as part of the forensic focus. Given this synergy, we expect to see enrollments that will exceed those associated specifically with the certificate, which also mitigates the risk of offering courses solely dedicated to this certificate program.
CURRICULUM

Please describe the curriculum for this certificate, listing all required courses and possible electives, any prerequisites or GPA requirements, the recommended order or coursework and any other pertinent information. You may attach additional materials related to the curriculum at the end of this section.

12 Credits Total - All courses are required.

SCH-MGMT 620: Introduction to Forensic Accounting (3 credits)
SCH-MGMT 621: Fraud Investigation (3 credits) - Prereq: SCH-MGMT 620
SCH-MGMT 635: White Collar Investigations (3 credits)
SCH-MGMT 797DA: Exploring Data Analytics for Accounting professionals (3 credits) - This class has been submitted through the Course & Curriculum Mgmt System to be converted from Special Topics to permanent with proposal # 5209.

SCH-MGMT 620 must be taken before SCH-MGMT 621. A few sample schedules are attached.

Explain how these courses represent a coherent course of study.

The graduate certificate course of study is organized to provide context, skill and understanding. The initial course is an introduction to forensic accounting, including basic principles, professional ethics and an introduction to the range of applications from fraud investigation, to litigation support and expert witness testimony, to work in specialized areas of regulatory compliance, bankruptcy and valuation. After taking this course, students understand the landscape of the field and have context for later, more detailed coursework.

Students then take a data analytics course. This hands-on course provides working knowledge of the most common analytics software used by accountants, including those focusing on forensics. Students gain an understanding of the data available from business operations, processes and information systems and a working knowledge of how to acquire, transform, load and analyze data. The course addresses both structured and unstructured data commonly used by forensic practitioners. These are critical work tools for forensic accountants. This course ensures that all certificate students are prepared for advanced coursework which will employ these skills.

Students take two advanced courses: White Collar Investigations and Fraud Investigations. The first of these focuses on the legal aspects of forensics, including understanding evidence and discovery rules, common enforcement approaches, the courts and the regulatory requirements. The latter is an advanced, case-based fraud investigation course that reprises an analysis of fraud risk management and investigation initially introduced in the survey course. By contrast, this course delves deeper into the specialized challenges of fraud investigation and explores the complex business judgments required of investigators and other stakeholders, using case study examples that require students to demonstrate mastery of forensic accounting concepts through the full life cycle of an investigation. Both of the advanced courses require the use of data analytics and modeling skills, providing the repetition and practice that allow mastery of concepts initially taught in earlier courses.

Taken together, the courses provide a coherent study of forensic accounting from a survey of the field, acquisition of data analytic skills and techniques, and application of those techniques from
both legal and accounting perspectives. Students leave with a well-rounded understanding of the field and the ability use forensic accounting approaches in real-world situations.

Describe how there is a clear educational objective that can be achieved in an efficient and well-defined manner.

The certificate is an efficient and effective way to provide students with skills and knowledge of forensic accounting and business analytics that employers are seeking in qualified candidates.

Explain how the course sequence offers a clear objective at the appropriate educational level.

Courses in the Forensic Accounting Certificate are all graduate level and are available through the Isenberg MSA program, therefore, they are well established and are held to a high standard of quality. Faculty assigned to teach these established courses are graduate level instructors, clinical faculty and affiliated experts in the areas in which they teach, providing an experiential and hands-on learning experience for those students who participate in the courses. Describe the perceived need for this certificate.

We believe there is a market for forensic accounting training, and feel that we are in a good position to offer a graduate certificate in forensic accounting. The American Institute of Certified Public Accountants (AICPA), is seeking partner institutions to offer a model curriculum in forensic accounting to provide a pathway to becoming a forensic accountant and/or CFF (Certified in Financial Forensics). We feel this is a positive indication that there is a need for this training. Many institutions are adding forensic and fraud classes to their accounting curriculum, and offering forensic accounting certificates and tracks to their programs. This will help us remain competitive.

If the courses that comprise the certificate have been or currently are being offered, describe their schedule of availability. If the certificate is comprised of new courses, describe their planned availability.

The courses are currently being offered in the MS Accounting program. Since we now offer a forensic accounting focus in our MSA program, the classes are offered regularly as follows:

SCH-MGMT 620: Offered in fall and summer session 1
SCH-MGMT 621: Offered in spring and summer session 2
SCH-MGMT 635: Offered in fall, spring, and summer
SCH-MGMT 797DA: Offered in fall, spring, and summer

If the certificate requires or includes courses from outside the sponsoring department, provide evidence of agreement(s) with the unit(s) offering those courses. You may attach any memoranda of understanding below.

No courses outside the sponsoring department will be used at this time.

If the requirements for this certificate overlap with those of another certificate or a degree program, describe that overlap.
(Note that if a student who has completed a certificate seeks clearance for a degree program that overlaps with that certificate program, the Registrar will note on the transcript that the certificate has been superseded by the degree.)

Three of the courses required in the Graduate Certificate are required for students in the MS Accounting program if they choose a forensic accounting focus. Those classes are as follows:

SCH-MGMT 620: Intro to Forensic Accounting  
SCH-MGMT 621: Fraud Investigation  
SCH-MGMT 635: White Collar Investigation

What type of student is allowed to participate in this certificate program? (e.g., matriculated UMass students, non-matriculated CPE students, Five College students, graduate students, students in a specific degree program, etc.)

Open to any individual that has an undergraduate or graduate business degree.

What role will this certificate play in relation to other departments or degree programs on campus? Certificates vary widely across campus and may represent a subset of an existing degree program, a multidisciplinary program, or an entirely free-standing area of focus.

The certificate in Forensic Accounting has a small component of data analytics which is part of a coordinated effort to increase the skills and knowledge of our students in the area of data science.

Is this a transitional certificate program?  
(Transitional certificate programs are comprised of core courses from specific degree programs and may act as stepping stones into those programs. If a student who has completed a transitional certificate matriculates to the University and completes the degree program associated with that certificate, the transcript will note that the certificate has been superseded by the degree.)

No

If applicable, please attach any additional material relating to the certificate (such as requirement checksheets for students, etc.) below.

[The additional materials attached appear on the following pages.]

MOTION: That the Faculty Senate approve the Creation of a Graduate Certificate in Forensic Accounting, as presented in Sen. Doc. No. 19-037.
WELCOME TO FORENSIC ACCOUNTING!

This course is unique, because it was built from the ground-up by a forensic accounting practitioner. Our goal in preparing the course was to provide students will relevant and timely information from a real-world perspective, using the same tools, techniques and resources used in practice.

This course is not just for accountants, or for those who are exploring forensic accounting as a potential career. Rather, we will be explore ways that knowledge about fraud and forensic accounting can help every all kinds of business managers, accounting professionals, auditors, other stakeholders and, of course, forensic specialists. It is an exciting area of accounting and it promises to be a terrific class!

INSTRUCTORS

Lynda H. Schwartz CPA/CFF, CGMA will be teaching the course. Lynda is an alumna of the Isenberg School and has over 30 years of accounting, auditing and forensics experience. When she is not teaching this course, Lynda has an active forensic accounting and litigation support practice through her firm, Upland Advisory LLC. She’ll be sharing some of her experiences during the course. She lives and works in Newton, Massachusetts.

Lynda can be reached by email at lschwartz@umass.edu or Lynda.Schwartz@uplandadvisory.com

Conner Blake will be our teaching assistant for this semester. He can be reached by email at connerblake20@gmail.com

Please communicate with Lynda through her UMass email account. Please copy our TA Conner Blake on all emails. Lynda will log in, at a minimum, every weekday to check for submissions and discussion posts. That said, there may be times when it may take up to three days to respond to your submissions.

Lynda works virtually, although she is on campus from time to time. “Office hours” by phone, video conference and in-person meeting are available by appointment.

TEXTBOOKS

There is no need to purchase a textbook for this course! We will be using current professional literature, drawn from a variety of sources.

All of the required texts are available on Blackboard, either in the Course Content section or by Course Reserves through the UMass library system. The required readings and any optional additional readings for each Unit are indicated within the Course Content section for each unit.
Course Syllabus: INTRODUCTION TO FORENSIC ACCOUNTING  
SCH-MGMT 620  
Lynda Schwartz, CPA CFF CGMA, Instructor  
Fall 2018

COURSE CALENDAR

The course was designed to provide learning content within a series of 14 units that build upon one another conceptually. The course content is provided through a mix of lecture segments, reading and case analysis. Most of the modules include a graded quiz and a graded discussion. Because forensic accounting involves significant professional judgments that are highly case-specific, discussion and case study are significant elements of the class.

In addition, students will learn about forensic accounting cases and topics by completing a research project.

Because the content is organized to ensure that students work through concepts in a specific order, and because discussions work best when everyone participates around the same time, students will be asked to work on specific units during specific weeks, as shown on the appendix to this syllabus, entitled “Course Elements, Due Dates and Grading” (the Appendix).

On Blackboard, each of the 14 units is listed separately within the Course Content section. The first posting of each unit summarizes our learning objectives, required lectures, readings, learning activities, graded elements and supplementary readings.

However, please keep in mind that changes, additions or deletions may be made without notice. Changes in the course calendar as promptly as possible through Blackboard.

Unless otherwise stipulated, and except for the first week, the quizzes, assignments and discussions for each unit are due no later than at 5pm Eastern time on Friday.

DISCUSSION EXPECTATIONS

Participation in on-line unit discussions and case study discussions is an essential element of this course. Discussion elements represent roughly one-third of a student’s grade. As shown in the Appendix, most of the units have a required discussion requirement. Two of the units include case study discussions.

Each student will be assigned to a small discussion group. We use threaded discussion, so we do not need to be online at the same time. In the week following the close of the discussion, Lynda will usually prepare a recap post to tease out the key points, and share a perspective from across all the discussion groups.

1 This section was adapted from the syllabus for SCH-MGMT 783 Spring 2017 by Robert Cannon JD MBA. Obtained on the Isenberg website.
There will be 9 unit discussion prompts. Only 7 are required for the course. If a student participates in all 9, the lowest 2 unit discussion grades will be dropped. If students are happy with their first 7 discussion grades, they may elect to skip the last 2. Each unit discussion element earns up to three points to the course grade.

The two case study discussions are more complex than the unit discussions and represent most of the work of that unit. To be clear, all students must participate in both of the case study discussions. Case study discussions may not be dropped.

Class discussions should be viewed as business school analogs of professional business meetings. Few forensic accounting matters are clear-cut, even after detailed investigation. There is rarely one way to approach forensic accounting challenges. In the real world, forensic accounting projects are tailored to the facts and circumstances of the case, and are characterized by discovery, debate, iterative decisions, and professional judgment. That is why discussion is so important to this class.

The key to effective class participation is engagement. You will be expected to engage with the material and share your own insights and observations. The quality of a student’s class participation is much more important than quantity. The characteristics of original and valuable discussion comments include the following:

- The student is well-prepared and has completed the readings and other unit coursework.
- Comments are clearly related to the discussion topic and the comments of others.
- Comments clarify and highlight the important aspects of earlier comments.
- Comments that synthesize and identify linkages between concepts, information from course materials and other discussion elements. If appropriate, comments provide links to the information being referenced.
- Comments share personal experiences and insights to bring the coursework to life.
- Comments are concise.
- Comments are respectful in tone and support the collective learning of the class.
- Comments respectfully challenge the perspective of others or raise an important question.
- Comments go beyond the obvious and bring fresh analysis to the topic.

Students will be expected to participate consistently and thoughtfully, including asking good questions. Think of this as a dialogue with your fellow students and the instructors. The following discussion characteristics are viewed unfavorably when we grade class discussion contributions:

- Posting just before the deadline.
- Persistently posting comments once per discussion and then disappearing until the next discussion (particularly if you are the first or last to comment).
- Repeating what has already been said or merely agreeing with a previous comment.
- Overly lengthy, repetitive or redundant submissions. Comments should be short and to-the-point.

Generally, discussion will close on a unit on Friday at 5pm Eastern. See the Appendix for the due dates for specific units.

**BLENDED SECTION (DOES NOT APPLY TO FULLY ON-LINE SECTION STUDENTS)**

Students who are enrolled in in the Blended Section will meet in person for 5 Monday class sessions: September 17, October 1, October 15, October 29 and December 3. Class will be held from 5:30 to 7:45 pm in Room 128 of the Isenberg School of Management.

If you are enrolled in the Blended Section, you must attend the in-person class and should not participate in the online discussions for that week.

**RESEARCH REPORT ASSIGNMENT**

Throughout the session, on a rolling basis, students will prepare a Research Report on a forensic accounting topic. A list of topics and assigned due dates will be posted in Blackboard.

The goal of the assignment is to demonstrate the students’ ability to research publicly-available information and create a document or presentation that summarizes, synthesizes and analyzes the key takeaways regarding forensic accounting, fraud risk management, business disputes and risk mitigation. In preparing this report, imagine that you are briefing an executive-level supervisor on the topic.

The Research Reports will be due throughout the semester, and will be posted for the review and edification of your fellow students. Please read your fellow students’ Research Reports and learn from the research of your peers. To encourage you to critically read other students’ reports, we will award extra credit for written peer reviews, up to 8 points.

Each student must sign up for one of the research topics by the due date listed in the Appendix. When you sign up for a topic, you are committing to complete the Research Report on the due date for that topic. These rolling due dates have been established to spread the Research Report submissions throughout the semester and to align the topics with the relevant Course Units.

Specific instructions for the Research Report, sign up procedure, and the requirements for receiving extra credit for peer reviews will be posted on Blackboard.
COURSE GRADING AND OTHER MATTERS

Grades will be awarded based on the grading scheme reflected in the Appendix.

Most of the grade elements will be visible to students in Blackboard, but not all. For example, it is challenging to “drop” the lowest quizzes and handle extra credit within Blackboard. For this reason, Lynda finalizes all the grades off-line. If you have any questions about where you stand in the course, please reach out to Lynda Schwartz or our TA.

If you have questions or concerns at any time throughout the course, please do not hesitate to reach out to Lynda Schwartz.

ACADEMIC HONESTY

In forensic accounting, personal ethics are an essential starting point.

We expect that students will not collaborate or share information about tests and quizzes with each other or with students outside this class. Quizzes and tests are “open book.”

In discussions and written work, we expect original, substantive work from each student. You may not have others write any of your assignments, nor are you permitted to assist fellow students in writing their assignments or discussion posts.

Some of the best work in learning environments and in professional settings gathers, synthesizes and builds on the work of third-parties and other students. If your work is based on, is synthesized from or relies upon the work of others, cite your sources in a manner that is sufficient to identify the source of the information and how you used it. We do not require a specific format for citations. Nonetheless, citations and references should be specifically identify the material used and clearly identify the source. For example, you may use footnotes or endnotes in narrative text. You might have a text box indicating the source of data in a PowerPoint presentation. In online discussions, you might use a short description of the source and provide a link.

At a minimum, failure to cite the work of others will be considered as one of many judgments in evaluating the quality of your work. Based on the facts and circumstances, failure to city the work of others may be considered plagiarism.
With regards to academic honesty, all University policies and procedures apply to this course. Any case of alleged academic dishonesty believed to have occurred in this course will be pursued in accordance with applicable university policies.

**LATE WORK, MISSED WORK AND ACCOMMODATIONS**

While we will provide reminders, students are responsible to know this syllabus and the Unit Summary and complete the course requirements on a timely basis. The online format allows most course requirements to be delivered flexibly within the week assigned.

**Late work will generally not be accepted, nor will deadlines be extended for missed quizzes and tests,** except in unusual circumstances or when approved in advance. If you have an unusual circumstance, please contact Lynda Schwartz as promptly as possible. The reasons for this firm position follow:

- Given the importance of class discussion in this class and the narrow time window for peer reviews of research reports, failure to participate on a timely basis is disrespectful to the class as a whole;
- Students have a full week for most course requirements;
- Students have an opportunity to sign up for a Research Report with a due date that works for their schedules;
- The lowest quiz grade and the lowest discussion grades will be dropped; and
- There are extra credit opportunities available.

The Summer Session is short and intense. Things happen. **Students are strongly encouraged to complete course work as early in the week as possible and use extra credit opportunities to mitigate the impact of any missed work.** If you have special circumstances that require adjustment of course deadlines, please notify Lynda Schwartz. Generally, I can make an accommodation if advised in advance.

I am committed to providing equal educational opportunity for all students. If you are a student entitled to a course-related accommodation at the University, or have specific needs relating to the accessibility of course materials, please notify Lynda Schwartz within the first two weeks of class so that appropriate accommodations are made.

**TECHNICAL SUPPORT**

Students are encouraged to use the Help Desk for Technical Support issues. 24/7 UMass Online Help Desk and Technical Support is available at [http://uma.echelp.org](http://uma.echelp.org)
Please become familiar with the available technical assistance (help) resources before there is a problem. Since we will be providing a full week for most course requirements, we do not anticipate extending due dates for course requirements for most technical issues.

Disability Accommodations

The University is committed to providing reasonable and appropriate accommodations to otherwise qualified individuals with documented disabilities. Many accommodations are available at the University to ensure that students with disabilities participate fully in academic and student life. They provide a student with a disability equal access to the educational and co-curricular process, without compromising essential components of the curriculum. Accommodations are determined on an individual basis, based on the student’s documentation. Students are responsible for contacting Disability Services (DS) at the beginning of each semester so that reasonable accommodations are made in a timely manner.

Welcome, and have a great semester!
## Appendix to Syllabus: Course Elements, Due Dates and Grading - Fall 2018

**SCH-MGMT 620 Introduction to Forensic Accounting**

**SPIRE 81560 & 82617**

<table>
<thead>
<tr>
<th>In person for</th>
<th>Date Available (at 5pm ET)</th>
<th>Date Due (at 5pm ET)</th>
<th>Unit Topic</th>
<th>Quizzes</th>
<th>Unit Discussion</th>
<th>Case Discussion</th>
<th>Other Elements</th>
<th>Extra Credit Points</th>
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<tbody>
<tr>
<td>Blended Section</td>
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<tr>
<td>1</td>
<td>Monday, Aug 28 (preview wk)</td>
<td>Friday, Sept 14</td>
<td>1 What is forensic accounting? Services, standards and credentials</td>
<td>Quiz 1</td>
<td>5</td>
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<td>Monday, Aug 28 (preview wk)</td>
<td>Friday, Sept 14</td>
<td>1 Introduce yourself to the class</td>
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<td>3</td>
<td>Monday, Aug 28 (preview wk)</td>
<td>Friday, Sept 14</td>
<td>1 Research report sign up</td>
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<td>4</td>
<td>Monday, Aug 28 (preview wk)</td>
<td>Friday, Sept 14</td>
<td>2 Understanding fraud and fraudsters (Part 1)</td>
<td>Quiz 2</td>
<td>5</td>
<td>Disc 1&amp;2</td>
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<tr>
<td>5</td>
<td>Monday, 9/17</td>
<td>Friday, Sept 21</td>
<td>2 Understanding fraud and fraudsters (Part 2)</td>
<td>Quiz 3</td>
<td>5</td>
<td>Disc 3</td>
<td>3</td>
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<td>6</td>
<td>Monday, 10/1</td>
<td>Friday, Sept 28</td>
<td>2 Managing the business risk of fraud</td>
<td>Quiz 4</td>
<td>5</td>
<td>Disc 4</td>
<td>3</td>
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<td>7</td>
<td>Monday, 10/5</td>
<td>Friday, Oct 12</td>
<td>2 Introduction to investigations</td>
<td>Quiz 5 &amp; 6</td>
<td>5</td>
<td>Disc 5</td>
<td>3</td>
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<td>8</td>
<td>Monday, 10/15</td>
<td>Friday, Oct 19</td>
<td>3 Forensic techniques: gathering and analyzing evidence, reporting</td>
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<td>9</td>
<td>Monday, 10/29</td>
<td>Friday, Oct 26</td>
<td>3 The accountant in court</td>
<td>Quiz 8</td>
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<td>10</td>
<td>Friday, Nov 2</td>
<td>Friday, Nov 9</td>
<td>3 Commercial disputes and damages</td>
<td>Quiz 9</td>
<td>5</td>
<td>Disc 6</td>
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<td>11</td>
<td>Friday, Nov 9</td>
<td>Friday, Nov 16</td>
<td>3 Family law and damages to individuals</td>
<td>Quiz 10 &amp; 11</td>
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<td>Disc 11</td>
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<td>12</td>
<td>Friday, Nov 16</td>
<td>Friday, Nov 30</td>
<td>4 Thanksgiving Recess (November 18 to November 25)</td>
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<td>13</td>
<td>Friday, Nov 30</td>
<td>Friday, Dec 7</td>
<td>4 Bankruptcy and forensic accounting</td>
<td>Quiz 12</td>
<td>5</td>
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<td>14</td>
<td>Friday, Dec 7</td>
<td>Friday, Dec 14</td>
<td>4 Business valuation and forensic accounting</td>
<td>Quiz 14</td>
<td>5</td>
<td>Disc 14</td>
<td>3</td>
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<td>15</td>
<td>Friday, Dec 7</td>
<td>Thursday, Dec 20</td>
<td>4 Cumulative Exam</td>
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<td>10</td>
<td>Report</td>
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<td>Various - Based on Research Report Sign Up Sheet</td>
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<td>Research Report</td>
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<tr>
<td>Various - Based on Research Report Sign Up Sheet</td>
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<td>Peer Reviews of other students' reports</td>
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**Available opportunities for points**

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<tr>
<th>Points</th>
<th>Total</th>
<th>Extra Credit Points</th>
<th><strong>Points considered in grading (lowest quiz and lowest 2 unit discussions dropped)</strong></th>
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<td>27</td>
<td>12</td>
<td>22 up to 8</td>
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<tr>
<td>45</td>
<td>21</td>
<td>12</td>
<td>22 100</td>
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**Total Points for Class Grade**

- 100 + up to 8 extra credit points

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**Grades will be awarded based on points, as follows:**

- 92+ A
- 90-92 A-
- 88-89 B+
- 83-87 B
- 80-82 B-
- 78-79 C+
- 73-77 C
- 70-72 C-
- Less than 72 F
Course Description Guide

1. Description: The course will be a study of the relevant federal laws concerning both public accounting and publicly traded companies, and the intersection of those laws with white collar fraud investigations. The course will also emphasize approaches to white collar investigations, including through the application of forensic accounting.

2. Organization of Course: This is an online course taught through online engagement of materials. Each week a topic will be reviewed by studying relevant publicly available resources and by analyzing hypothetical fact patterns.

3. Course Requirements and Grading Policy: There are three requirements for the course.

   a. Final Case Study: There will be one final case study that will represent 20% of the grade. Given the nature of an online course, the case study will be completed at home.

   b. Weekly Assignments: Weekly assignments will represent 70% of the grade. Weekly assignments may take different forms (e.g., quizzes, completing a task, etc.) depending on the nature of the information covered during the week.

   c. Discussion Board: Message board postings will represent 10% of the grade. Think of this is “class participation.” Each week you are required to make at least one post per chapter related to the weekly reading materials. Legal issues are often interesting to
discuss, question, analyze, and debate. Use the message board as your forum. More detailed information concerning the discussion board can be found on Blackboard.

4. **Policies:**

a. **Due Dates:** Weekly course series will be on a Monday – Sunday schedule. Therefore, assignments must be submitted and messages must be posted by **Sunday at 10 p.m. ET.** There are no exceptions. You will find that the quizzes will not be accessible after 10 p.m.

b. **Discussion Board Postings:** Although lively and interactive message board postings are encouraged, please do **NOT** use the message board as a means for asking for specific answers to your weekly assignments. Doing so will result in no credit for both the posting and the answer to the question you have asked about.

c. **Contacting Me:** Please email me with any thoughts, questions, and comments throughout the course.

**Target Grade Curve**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>94-100%</td>
</tr>
<tr>
<td>B-</td>
<td>78-81%</td>
</tr>
<tr>
<td>A-</td>
<td>90-93%</td>
</tr>
<tr>
<td>C+</td>
<td>75-77%</td>
</tr>
<tr>
<td>B+</td>
<td>86-89%</td>
</tr>
<tr>
<td>C</td>
<td>65-74%</td>
</tr>
<tr>
<td>B</td>
<td>82-85%</td>
</tr>
<tr>
<td>F</td>
<td>Below 65%</td>
</tr>
</tbody>
</table>

(Graduate courses do not allow passing grades below a C)

**Disability Accommodations**

The University is committed to providing reasonable and appropriate accommodations to otherwise qualified individuals with documented disabilities. Many accommodations are available at the University to ensure that students with disabilities participate fully in academic and student life. They provide a student with a disability equal access to the educational and co-curricular process, without compromising essential components of the curriculum. Accommodations are determined on an individual basis, based on the student’s documentation. Students are responsible for contacting Disability Services (DS) at the beginning of each semester so that reasonable accommodations are made in a timely manner.
# Course Outline

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction: White Collar Fraud; Investigations; Forensic Accounting</td>
</tr>
<tr>
<td>2</td>
<td>Regulatory Framework: Overview of Government Agencies and Laws</td>
</tr>
<tr>
<td>3</td>
<td>Regulatory Framework Continued: Antifraud Statutes</td>
</tr>
<tr>
<td>4</td>
<td>Regulatory Framework Continued: Role of Auditors</td>
</tr>
<tr>
<td>5</td>
<td>Regulatory Framework Continued: Whistleblowing</td>
</tr>
<tr>
<td>6</td>
<td>Case Study One</td>
</tr>
<tr>
<td>7</td>
<td>Case Study Two</td>
</tr>
<tr>
<td>8</td>
<td>Case Study Two: Continued Investigation with Excel: Filtering; Sorting; Pivot Tables; vLookups</td>
</tr>
<tr>
<td>9-10</td>
<td>Case Study Two: Mock Investigation</td>
</tr>
<tr>
<td>11</td>
<td>Additional Investigation Techniques</td>
</tr>
<tr>
<td>12</td>
<td>Litigation: Role of Accountant / Expert Testimony</td>
</tr>
<tr>
<td>13</td>
<td>Case Study / Final Assignment</td>
</tr>
<tr>
<td>14-15</td>
<td>Final</td>
</tr>
</tbody>
</table>

# Academic Honesty:

Since the integrity of the academic enterprise of any institution of higher education requires honesty in scholarship and research, academic honesty is required of all students at the University of Massachusetts Amherst. Academic dishonesty is prohibited in all programs of the University. Academic dishonesty includes but is not limited to: cheating, fabrication, plagiarism, and facilitating dishonesty. Appropriate sanctions may be imposed on any student who has committed an act of academic dishonesty. Instructors should take reasonable steps to address academic misconduct. Any person who has reason to believe that a student has committed academic dishonesty should bring such information to the attention of the appropriate course instructor as soon as possible. Instances of academic dishonesty not related to a specific course should be brought to the attention of the appropriate department Head or Chair. Since students are expected to be familiar with this policy and the commonly accepted standards of academic integrity, ignorance of such standards is not normally sufficient evidence of lack of intent (http://www.umass.edu/dean_students/codeofconduct/acadhonesty/).
WELCOME TO FRAUD INVESTIGATION!

This course will reprise some of the fraud-related topics that we initially discussed in the Introduction to Forensic Accounting course, but will differ in significant ways. This course has been designed to drive an even deeper understanding of fraud schemes, fraud risk management and fraud investigation. Also, the course will feature case studies and case exercises that follow the life cycle of an investigation. We’ll have less discussion and more experiential learning. By the end of the course, students will have working knowledge of how to execute all elements of a fraud investigation.

INSTRUCTORS

Lynda H. Schwartz CPA/CFF, CGMA will be teaching the course. Lynda is an alumna of the Isenberg School and has over 30 years of accounting, auditing and forensics experience. When she is not teaching this course, Lynda has an active forensic accounting and litigation support practice through her firm, Upland Advisory LLC. She’ll be sharing some of her experiences during the course. She lives and works in Newton, Massachusetts. Lynda can be reached by email at lschwartz@umass.edu.

Xiwei Yang will be the teaching assistant for the course. Please copy Xiwei on all course-related communications. She can be reached by email at xiweiyang@umass.edu.

In most cases, students should communicate with Lynda (with copy to Xiwei) through UMass email. Lynda will log in to Blackboard and UMass UMail, at a minimum, every weekday to check for submissions and Blackboard discussion posts. That said, there are times when it may take up to three days to respond to your submissions. If you do not receive a response within 48 hours, or by Monday afternoon if you wrote over the weekend, please feel free to email Lynda at Lynda.schwartz@uplandadvisory.com.

Lynda works virtually, although she is on campus from time to time. “Office hours” by phone, video conference and in-person meeting are available by appointment.

COURSE TEXTS

There is no need to purchase a textbook for this course! We will be using current professional literature, drawn from a variety of sources.
All of the required texts are available on Blackboard, either in the Course Content section or by Course Reserves through the UMass library system. The required readings and any optional additional readings for each Unit are indicated within the Course Content section for each unit.

PwC has graciously agreed to provide our students a complimentary copy of the textbook, “A Guide to Forensic Accounting Investigation.” Unfortunately, it is not available in electronic form. We attempted to send a copy of the book to all students prior to the beginning of class. If you have not received one, or if you just added the class, please email Lynda with copy to Xiwei and we will get one shipped to you as quickly as possible.

**COURSE ORGANIZATION AND DUE DATES**

The course was designed to provide learning content within a series of 14 units that build upon one another conceptually. Each unit represents roughly one week’s worth of classwork. The first posting of each unit summarizes the required learning activities, graded elements and optional supplementary readings for the unit.

The Unit Summary Appendix to this Syllabus (posted separately in Getting Started) summarizes all the student requirements and their due dates. It also shows how each element contributes to final grades.

Our first few units will focus on a survey of fraud schemes and controls. For the latter units, we will be working through topics in order of an actual investigation, with case studies and case exercises. Each of the remaining units is listed as a separate module within the Course Content section of Blackboard. Unless otherwise stipulated, the units open on Friday at 5pm ET. The quizzes, assignments and discussions for each unit are due on Friday at 5pm ET. For units with graded discussions, earlier submissions are strongly preferred.

Please keep in mind that changes, additions or deletions may be made without notice. Any changes in the course calendar or requirements will be communicated as promptly as possible through Blackboard or email.

**COURSE CALENDAR**

Our course starts on Monday, July 9 and runs through Friday, August 17. In the condensed summer schedule, we cover roughly 3 units a week. It is intense!

A cumulative exam will become available as part of the last unit and will be due no later than Friday, August 17th at 5pm ET.
DISCUSSION EXPECTATIONS

Participation in on-line discussion and case study will be required for some of the units of this course, as shown in the Unit Summary. For each discussion, there will be a discussion prompt to get the discussion started. We will be using threaded discussions (not chat rooms, so we do not need to schedule times when we are all together on line.)

Class discussions should be viewed as business school analogs of professional business meetings. There are few fraud investigation matters that are clear-cut and there are many approaches to meeting forensic accounting challenges. In the real world, forensic accounting projects are tailored to the facts and circumstances of the case, and are characterized by discovery, debate, iterative decisions, and professional judgment.

The key to successful in-person and online discussion is engagement. You will be expected to engage with the material and share your own insights and observations. The quality of a student’s class participation is much more important than quantity. The characteristics of original and valuable discussion comments include the following:

- The student is well-prepared and has completed the readings and other unit coursework.
- Comments are clearly related to the discussion topic and the comments of others.
- Comments clarify and highlight the important aspects of earlier comments.
- Comments synthesize and identify linkages between concepts, information from course materials and other discussion elements. If appropriate, comments provide links to the information being referenced.
- Comments share personal experiences and insights to bring the coursework to life.
- Comments are concise.
- Comments are respectful in tone and support the collective learning of the class.
- Comments respectfully challenge the perspective of others or raise an important question.
- Comments go beyond the obvious and bring fresh analysis to the topic.

Students will be expected to participate consistently and thoughtfully, including asking good questions. Think of this as a dialogue with your fellow students and the instructors. The following discussion characteristics are viewed less favorably in grading:

1 This section was adapted from the syllabus for SCH-MGMT 783 Spring 2017 by Robert Cannon JD MBA. Obtained on the Isenberg website.
• Posting just before the deadline.
• Persistently posting comments once per discussion and then disappearing until the next discussion (particularly if you are the first or last to comment).
• Repeating what has already been said or merely agreeing with a previous comment.
• Overly lengthy, repetitive or redundant submissions. Comments should be short and to-the-point.

Unless otherwise stipulated in the Unit Summary Appendix (posted separately in the Getting Started section of Blackboard) or by a course announcement, discussion will close on a unit on Friday at 5pm Eastern time.

CASE EXERCISES

As the course units work us through the life cycle of an investigation, students will be asked to work on a series of case exercises to provide experience in actually executing fraud investigation and fraud risk management tasks. They will include, among other things, conducting fraud risk assessments, planning investigation procedures, interviewing and data analytics procedures.

I will be tailoring the case exercises to the skill level of the class group. Please take the student survey during your first week of class so that I can assess the skills and capabilities of the group. I will adjust the assignments so that we pick up from your existing knowledge and build upon it.

Some of the case exercises will be completed as group work. I will assign groups after the Add/Drop deadline has passed (July 13th). For these, each group will submit one group exercise and all the group members will receive the same grade for the exercise.

Data analytics is an increasingly important part of investigations, but many students have little experience with advanced analytical tools, like Tableau. An optional, advanced data analytics exercise will be provided for students to stretch their skills in this area. Students who complete the optional data analytics exercise will receive extra credit.

The Unit Summary Appendix to this Syllabus (posted separately in Getting Started) summarizes all the exercises and their due dates. It also shows how each element contributes to final grades.

QUIZZES AND EXAMS

This course uses a series of smaller, unit-focused quizzes to test comprehension of the unit material. There is one cumulative exam at the end of the semester, which is like the quizzes but covers the material from throughout the semester. Quizzes and tests are “open book.”
There are 9 quizzes. To provide some flexibility, the lowest of these grades will be dropped. If you are content with the grades from your first 8 quizzes, you need not take the last one. (Of course, you may not drop the final exam.)

Sometimes, there is mistake in setting up the quizzes. If you find an error in one of the quizzes, please let the Lynda and Xiwei know. We will ensure that everyone receives credit for the correct answer. The first person who identifies such an error will receive an extra credit point.

**ACADEMIC HONESTY**

Since the integrity of the academic enterprise of any institution of higher education requires honesty in scholarship and research, academic honesty is required of all students at the University of Massachusetts Amherst. Academic dishonesty is prohibited in all programs of the University. Academic dishonesty includes but is not limited to: cheating, fabrication, plagiarism, and facilitating dishonesty. Appropriate sanctions may be imposed on any student who has committed an act of academic dishonesty. Instructors should take reasonable steps to address academic misconduct. Any person who has reason to believe that a student has committed academic dishonesty should bring such information to the attention of the appropriate course instructor as soon as possible. Instances of academic dishonesty not related to a specific course should be brought to the attention of the appropriate department Head or Chair. Since students are expected to be familiar with this policy and the commonly accepted standards of academic integrity, ignorance of such standards is not normally sufficient evidence of lack of intent (http://www.umass.edu/dean_students/codeofconduct/acadhonesty/).

In fraud investigation and forensic accounting, personal ethics are an essential starting point.

We expect that students will not collaborate or share information about tests and quizzes with each other or with students outside this class, except in the context of group work.

In discussions and written work, we expect original, substantive work from each student. You may not have others write any of your assignments, nor are you permitted to assist fellow students in completing individual assignments or discussion posts.

Some of the best forensic and investigations work gathers, synthesizes and builds on the work of others. If your work is based on, is synthesized from or relies upon the work of others, cite your sources in a manner that is sufficient to identify the source of the information and how you used it. This course does not require a specific format for citations. Nonetheless, if your submission draws from the work of others, your submission must specifically identify the material used and clearly identify the source. For example, you may use footnotes or endnotes in narrative text. You might have a text box indicating the source of data in a PowerPoint presentation. In online discussions, you might use a short description of the source and provide a link.
At a minimum, failure to cite the work of others will be considered as one of many judgments in evaluating the quality of your work. Based on the facts and circumstances, failure to cite the work of others may be considered plagiarism.

With regards to academic honesty, all University policies and procedures apply to this course. Any case of alleged academic dishonesty believed to have occurred in this course will be pursued in accordance with applicable university policies.

**LATE WORK, MISSED WORK AND ACCOMMODATIONS**

While we will provide reminders, students are responsible to know this syllabus and the Unit Summary Appendix and complete the course requirements on a timely basis. The online format allows most course requirements to be delivered flexibly within the week assigned.

Late work will generally not be accepted, nor will deadlines be extended for missed quizzes and tests, except in unusual circumstances or when approved in advance. If you have an unusual circumstance, please contact Lynda Schwartz as promptly as possible. Even when late work is accepted for unusual circumstances, it will not be given full credit. The reasons for this firm position follow:

- The class format provides flexibility within the week;
- The tight summer schedule provides little flexibility;
- The lowest quiz grade will be dropped; and
- There are extra credit opportunities available.

Students are strongly encouraged to complete course work as early in the week as possible and use extra credit opportunities to mitigate the impact of any missed work. If you have special circumstances that require adjustment of course deadlines, please notify Lynda Schwartz. Generally, an accommodation can be made if arranged in advance.

We are committed to providing equal educational opportunity for all students. If you are a student entitled to a course-related accommodation at the University, or have specific needs relating to the accessibility of course materials, please notify Lynda Schwartz within the first two weeks of class so that appropriate accommodations are made.
**TECHNICAL SUPPORT**

Students are encouraged to use the Help Desk for Technical Support issues. 24/7 UMass Online Help Desk and Technical Support is available at [http://uma.echelp.org](http://uma.echelp.org)

Please become familiar with the available technical assistance (help) resources before there is a problem. Since we will be providing a full week for most course requirements, we do not anticipate extending due dates for course requirements for most technical issues.

**DISABILITY ACCOMMODATIONS**

The University is committed to providing reasonable and appropriate accommodations to otherwise qualified individuals with documented disabilities. Many accommodations are available at the University to ensure that students with disabilities participate fully in academic and student life. They provide a student with a disability equal access to the educational and co-curricular process, without compromising essential components of the curriculum. Accommodations are determined on an individual basis, based on the student’s documentation. Students are responsible for contacting Disability Services (DS) at the beginning of each semester so that reasonable accommodations are made in a timely manner.

Welcome, and have a great session!
<table>
<thead>
<tr>
<th>Unit</th>
<th>Date Available in Blackboard (at 5pm ET)</th>
<th>Due Dates (at 5pm ET)</th>
<th>Topics</th>
<th>Quizzes</th>
<th>Other Elements</th>
<th>Extra Credit Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Monday, July 2</td>
<td>Monday, July 13</td>
<td>Fraud schemes and controls - Financial Reporting Frauds</td>
<td>Unit 1 Quiz</td>
<td>Fraud Scheme Exercise</td>
<td>6</td>
</tr>
<tr>
<td>2</td>
<td>Monday, July 2</td>
<td>Monday, July 13</td>
<td>Fraud schemes and controls - Asset Misappropriation Frauds</td>
<td>Unit 2 Quiz</td>
<td>Introduction &amp; Survey</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Monday, July 2</td>
<td>Friday, July 13</td>
<td>Add/Drop period ends</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>3</td>
<td>Friday, July 13</td>
<td>Friday, July 20</td>
<td>Fraud schemes and controls - Bribery and Corruption</td>
<td>Unit 3 Quiz</td>
<td>-</td>
<td>6</td>
</tr>
<tr>
<td>4</td>
<td>Friday, July 13</td>
<td>Friday, July 20</td>
<td>Managing fraud risk - LDC Case Discussion</td>
<td>-</td>
<td>LDC Graded Discussion</td>
<td>6</td>
</tr>
<tr>
<td>5</td>
<td>Friday, July 20</td>
<td>Friday, July 27</td>
<td>Managing fraud risk - Fraud Risk Assessment and Risk Management</td>
<td>-</td>
<td>LDC Fraud Risk Assessment Exercise</td>
<td>6</td>
</tr>
<tr>
<td>6</td>
<td>Friday, July 20</td>
<td>Friday, July 27</td>
<td>Managing investigations - Initial response, Gathering and managing evidence</td>
<td>-</td>
<td>LDC Organizing Investigations Exercise</td>
<td>6</td>
</tr>
<tr>
<td>7</td>
<td>Friday, July 27</td>
<td>Friday, July 27</td>
<td>Managing investigations - Interviewing</td>
<td>Units 4 to 7 Quiz</td>
<td>-</td>
<td>6</td>
</tr>
<tr>
<td>8</td>
<td>Friday, July 27</td>
<td>Friday, August 3</td>
<td>Managing investigations - Investigation case work and techniques</td>
<td>-</td>
<td>LDC Interview Exercise (due dates TBD)</td>
<td>6</td>
</tr>
<tr>
<td>9</td>
<td>Friday, July 27</td>
<td>Friday, August 3</td>
<td>Digital forensics and analytics</td>
<td>-</td>
<td>YourTech Excel Data Analysis Exercise</td>
<td>6</td>
</tr>
<tr>
<td>10</td>
<td>Friday, July 27</td>
<td>Friday, August 3</td>
<td>Data visualization, Tableau, big data</td>
<td>Unit 8 9 &amp; 10 Quiz</td>
<td>-</td>
<td>6</td>
</tr>
<tr>
<td>11</td>
<td>Friday, August 3</td>
<td>Friday, August 10</td>
<td>Reporting on investigations, testimony and professional standards</td>
<td>Unit 11 Quiz</td>
<td>-</td>
<td>6</td>
</tr>
<tr>
<td>12</td>
<td>Friday, August 3</td>
<td>Friday, August 10</td>
<td>Investigating crimes, civil and criminal referrals, SEC and auditors</td>
<td>Unit 12 Quiz</td>
<td>-</td>
<td>6</td>
</tr>
<tr>
<td>13</td>
<td>Friday, August 10</td>
<td>Friday, August 17</td>
<td>Asset tracing</td>
<td>-</td>
<td>Cumulative Exam</td>
<td>12</td>
</tr>
<tr>
<td>14</td>
<td>Friday, August 10</td>
<td>Friday, August 17</td>
<td>Remediation, managing the risk of fraud</td>
<td>Unit 13 &amp; 14 Quiz</td>
<td>Reporting and Remediation Exercise</td>
<td>6</td>
</tr>
<tr>
<td>Final</td>
<td>Friday, August 10</td>
<td>Friday, August 17</td>
<td>Extra credit (optional): Tableau webinar &quot;Preventing Fraud and Financial Crimes&quot; &amp; quiz</td>
<td>Webinar and quiz</td>
<td>-</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Friday, August 17</td>
<td>Friday, August 17</td>
<td>Extra credit (optional): Using Tableau software with YourTech data</td>
<td>Online training and graph exercise</td>
<td>-</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Monday, July 2</td>
<td>Friday, August 17</td>
<td>Extra credit (optional): First to identify errors in quiz, if any</td>
<td>-</td>
<td>-</td>
<td>1 each</td>
</tr>
</tbody>
</table>

Available opportunities for points: 48
Points considered in grading (lowest quiz grade will be dropped): 42
Total Points for Class Grade: 100 + extra credit points*

* Extra credit points will be awarded for finding errors in a quiz or for completion of the optional extra credit assignment.

Grades will be awarded based on points, as follows:
A
A-
B+
B
B-
C+
C
C-
F
Sample Course Schedules to Complete the Graduate certificate in Forensic Accounting:

### Two Semester Completion

<table>
<thead>
<tr>
<th>Start term</th>
<th>Complete Term</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Spring:</strong></td>
<td><strong>Summer:</strong></td>
</tr>
<tr>
<td>SCH-MGMT 635 – White Collar Investigations</td>
<td>SCH-MGMT 620 – Intro to Forensic Accounting</td>
</tr>
<tr>
<td>SCH-MGMT 797DA – Exploring Data Analytics</td>
<td>SCH-MGMT 621 – Fraud Investigation</td>
</tr>
<tr>
<td><strong>Fall:</strong></td>
<td><strong>Spring:</strong></td>
</tr>
<tr>
<td>SCH-MGMT 620 – Intro to Forensic Accounting</td>
<td>SCH-MGMT 621 – Fraud Investigation</td>
</tr>
<tr>
<td>SCH-MGMT 797DA – Exploring Data Analytics</td>
<td>SCH-MGMT 635 – White Collar Investigations</td>
</tr>
<tr>
<td><strong>Summer:</strong></td>
<td><strong>Fall:</strong></td>
</tr>
<tr>
<td>SCH-MGMT 620 – Intro to Forensic Accounting</td>
<td>SCH-MGMT 635 – White Collar Investigations</td>
</tr>
<tr>
<td>SCH-MGMT 621 – Fraud Investigation</td>
<td>SCH-MGMT 797DA – Exploring Data Analytics</td>
</tr>
</tbody>
</table>

### Four Semester Completion

<table>
<thead>
<tr>
<th>1st term</th>
<th>2nd term</th>
<th>3rd term</th>
<th>4th term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall – Intro to Forensic Accounting</td>
<td>Spring – Exploring Data Analytics</td>
<td>Summer – Fraud Investigation</td>
<td>Fall - White Collar Investigations</td>
</tr>
<tr>
<td>Spring – Exploring Data Analytics</td>
<td>Summer S1 – Intro to Forensic Accounting</td>
<td>Summer S2 – Fraud Investigation</td>
<td>Fall - White Collar Investigations</td>
</tr>
<tr>
<td>Summer – Exploring Data Analytics</td>
<td>Fall – Intro to Forensic Accounting</td>
<td>Spring – Fraud Investigation</td>
<td>Summer - White Collar Investigations</td>
</tr>
</tbody>
</table>
The proposed Certificate in Forensic Accounting will be offered by Isenberg School of Management Professional Programs at the University of Massachusetts Amherst. The Certificate in Forensic Accounting program will be administered both face-to-face and online (with some courses being offered in Newton at Mount Ida) and requires the completion of twelve (12) credit hours of designated graduate-level courses.

Forensic accounting continues to be a growing sub-specialty. A working understanding of fraud and forensic accounting is beneficial for all practitioners, whether they be management, auditors, directors, or consumers. Thus, a program focused on forensic accounting would enhance the skills and value of the Isenberg graduate. The primary objective of the forensic accounting component of the accounting curriculum is for students to understand the role of forensic accounting in economic decision-making, financial reporting, disputes and investigations. A student should understand fundamental forensic accounting analysis and methods and be able to apply essential forensic accounting concepts in practice. The curriculum should introduce a broad range of forensic accounting issues and their impact on a variety of stakeholders. This certificate will also help prepare students who wish to take the Certified in Financial Forensics exam or the Certified Fraud Examiner test and earn the CFF or CFE credential.
Syllabus
SCH-MGT 797DA, Fall 2019
Exploring Data Analytics for Accounting Professionals, 3 credits

Objectives and Learning Outcomes

Course Design (includes information on grading)
Required Textbook and Computing Requirements
Contact Information
Course Schedule

Course Description

The proliferation of data and analytics provides businesses with more insights about business operations and performance, greater efficiency and improved coordination of risk and compliance activities. This course provides an understanding of analytics and information technology fundamentals such as business process management, enterprise resource planning and information security. Through hands-on work with applications such as Access, Excel, and Tableau, students learn to extract and transform relevant data from an enterprise system, assess security-related issues, apply data analytic techniques, interpret results and make data-driven decisions.

Objectives and Learning Outcomes

Upon successful completion of the course students will:

- Understand information technology fundamentals such information security and how data is captured, stored and extracted.
- Understand how to extract, transform and load relevant data, apply appropriate data analytic techniques, interpret and share results with stakeholders.
- Understand physical and data flows of business processes and experience the benefits of information integration and enterprise systems.
- Develop hands-on familiarity with transforming business data into useful information that supports business decision-making.

Course Design

All of the graded components of the course will be completed on-line or completed and uploaded to me using course software. You do not need to be present in Amherst at any point in the course. The course is organized by units. Generally, each unit will require reading from the textbooks. Most units will include additional materials such as videos, podcasts, and/or additional readings that supplement or complement the textbooks.
If you are unfamiliar with BlackBoard Learn (BBLearn), I recommend you visit the link titled “Access the Student Orientation & Resource Area” on the top left of the BBLearn homepage (“My UMass Amherst”) during preview week to get familiar with this system.

This course is designed has some flexibility, but it is NOT self-paced. Everyone needs to be in approximately the same place at the same time. You can do your work whenever you like, within the window for that work, but you must complete your work according to the class due dates.

The Course Schedule is just an overview of the due dates for the graded items in the course. Details of the requirements for every single unit in the course are provided in the “Task List & Objectives.” The Tasks Lists will specify the tasks that need to be completed for that unit. The Course Schedule is subject to change, but those changes will be announced and I will be mindful to minimize disruptions.

You are expected to have all assignment done by the due date and time. All items are due at 11pm EST, this means the items should be submitted by 11pm EST, not just started by then.

Grading:
This course is out of a possible 1,000 points. Your course grade will be determined based on your performance on quizzes, discussions and various projects. The Course Schedule tells you how many points are assigned to each item.

Tentatively, this is the anticipated breakdown. Small changes may occur and will be appropriately communicated.

<table>
<thead>
<tr>
<th></th>
<th>Percentage of Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quizzes</td>
<td>11%</td>
</tr>
<tr>
<td>Discussions</td>
<td>17%</td>
</tr>
<tr>
<td>Problems/Projects</td>
<td>73%</td>
</tr>
</tbody>
</table>

Your final letter grade will be determined as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>94 – 100%</td>
</tr>
<tr>
<td>A-</td>
<td>90 – 93%</td>
</tr>
<tr>
<td>B+</td>
<td>87 – 89%</td>
</tr>
<tr>
<td>B</td>
<td>84 – 86%</td>
</tr>
<tr>
<td>B-</td>
<td>80 – 83%</td>
</tr>
<tr>
<td>C+</td>
<td>77 – 79%</td>
</tr>
<tr>
<td>C</td>
<td>74 – 76%</td>
</tr>
<tr>
<td>F</td>
<td>Below 74%</td>
</tr>
</tbody>
</table>

All activities within each unit must be completed before the final unit due date. See the due date for each unit on the Course Schedule. The activities required for each unit are listed in the “Task List & Objectives” that appears in each unit. It will be crucial for you to monitor your workload so that all of the units are completed on time. Please start early and allow yourself time for life's little emergencies.

Extensions
I want the course to be flexible to accommodate as many schedules as possible, so I will accommodate reasonable extension requests, if possible. A reasonable request is for only a day or so, and requested
ahead of time (and does not recur often!). You need to be on track for the following unit-- it does NOT work for anyone to be a few days behind for the whole semester. Obviously, I will consider your circumstances if there is a problem that needs special consideration.

**Academic Honesty:**
The integrity of your and our educational degrees, and of our mutual professional conduct, requires honesty in scholarship and research. Academic dishonesty carried out in the form of cheating, falsification of materials or data, plagiarizing the work of others, or facilitating others’ acts of dishonesty, will result in severe penalties that range from an immediate failing grade on the assigned work to a failing course grade to a recommendation for expulsion from your program and the university.

Please note that all instructors are obligated to report and handle all cases of academic dishonesty according to University rules. The university policy is available at [http://www.umass.edu/dean_students/codeofconduct/acadhonesty/](http://www.umass.edu/dean_students/codeofconduct/acadhonesty/)

Unless explicitly stated otherwise, all graded work is expected to be completed independently.

You may use all of the current course materials (books, notes, web pages, etc.) during the quizzes. You may not converse with others (through email, instant messaging, or other types of conversations) during the assessment. You may not share information about the assessment with anyone other than me unless you have my explicit approval.

In some cultures copying the work of others is acceptable and a mark of respect. In U.S. business schools, however, written work is expected to build explicitly on the work of others, showing original thinking based on analysis of prior knowledge, all while giving credit by attributing and documenting sources, including ideas shared by teachers and other students and materials cut and pasted from online sources. **Cite sources!**

**Students with Disabilities:**
The University of Massachusetts Amherst is committed to making reasonable, effective and appropriate accommodations to meet the needs of students with disabilities and help create a barrier-free campus. If you have a disability and require accommodations, please register with Disability Services (161 Whitmore Administration building; phone 413-545-0892) to have an accommodation letter sent to your faculty. Information on services and materials for registering are also available on their website [www.umass.edu/disability](http://www.umass.edu/disability).

**Required Textbook and Computing Requirements**
For this course we will be using an ebook and the Connect system. Directions on how to purchase and access the textbook will be provided in the course shell. There will be an option to purchase a hardcopy of the book at discounted rate once the Connect purchase has been made. **DO NOT PURCHASE THE BOOK IN ADVANCE.**

Title: Accounting Information Systems (2e) | Authors: Richardson, Chang and Smith
**Software:** Access, Excel, and Tableau. See section below about computing requirements

**Computing Requirements**

- High-speed connection is strongly recommended.
- The on-line content uses cookies, javascript, and pop-ups. It may require changes in your computer and network security setup.
- If you encounter any technical problem with Blackboard please contact the help desk at 1-855-757-7055 (for chat/email contact info see: http://uma.echelp.org/)
- You need access to Access, Excel, and Tableau, which you will be able to do by using a virtual desktop (i.e. remotely accessing the computer labs at Isenberg). Alternatively, you will be able to download applications onto your computer at no cost (If you need to download Excel to your computer, you can download it from the OIT web site at https://www.umass.edu/it/software/microsoft-office-365-education. Information on how to download other applications onto your computer will be provided during the semester).
Instructor/ Contact Information

I will check into the course on Monday through Friday evenings, at a minimum and I check my email often. I am not as readily available on weekends. Please plan accordingly. In addition, please use the "Student Lounge" section of the course to ask questions or offer answers.

Rachel Trafford – Please just call me Rachel or RT
Email*: rtrafford@isenberg.umass.edu

*Please include 797DA in the subject on any emails*

For technical help, UMass Online has a 24/7 help desk at 1-888-300-6407.

You should have email with information about the new access site, new login, etc. for Blackboard Learn.

Course Schedule

All units open at least 7 days in advance of their due date, to make sure that everyone has plenty of time to complete the work. Units have varying amount of work. Review the Task List & Objectives in each unit ahead of time to plan your schedule.

Note that everything is set up to be due at 11PM, Eastern Time.

**Course Schedule will be provided once the course begins.**
PROGRAM REVISION SIGNATURE SHEET

UNIVERSITY OF MASSACHUSETTS AT AMHERST
OFFICE OF THE SECRETARY
THE FACULTY SENATE

(For program revisions, new concentrations, new minors, new certificates of fewer than 30 credits)

Proposed Revision: New Graduate Certificate in Forensic Accounting

Please check: Graduate X Undergraduate

Programmatic change Name change New concentration New certificate fewer than 30 credits X New Minor

Department: Accounting Department
College/School: Isenberg School of Management

The following signatories certify approval of the attached proposal:

Department Curriculum Committee Chairperson: Timothy Mitchell Date: 11/13/18

Department Head/Chairperson: M. David Piercey Date: 11/9/18

College/School Curriculum Committee Chairperson: William D. Brown Date: 11/13/18

Dean of the College/School: Thomas P. Moliterno Date: 11/13/18

For revisions to undergraduate degree programs only:

Academic Matters Council chair: Date:

For revisions to graduate degree programs only:

Graduate Council chair: Date:

Dean of the Graduate School: Date:

The chairs of the following Councils will sign if appropriate:

Program & Budget Council: Date:

Academic Priorities Council: Date:

Faculty Senate Secretary: Date:

Provost/Vice Chancellor for Academic Affairs: Date:

xc: Prooser,
Faculty Senate Secretary, 105 Hampshire House,
Schedule Office, 213 Whitmore Building