Audit International

What's new
Version 26.1

Index
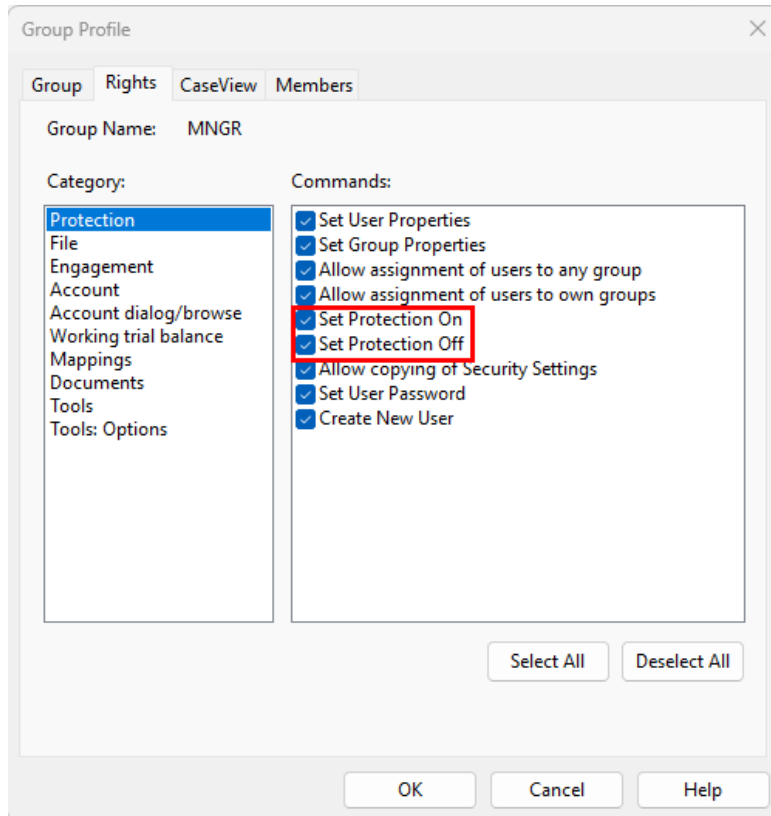
# 1. Caseware Working Papers 2024

1.1 Features

1.1.1 Protection setup

Split the existing Set Protection On/Off group right into Set Protection On and Set Protection Off. This can be used to expand the number of users that can enable file protection without giving them the ability to disable it.

1.1.2 History log

Added an option to display document insertion events in the file history log.
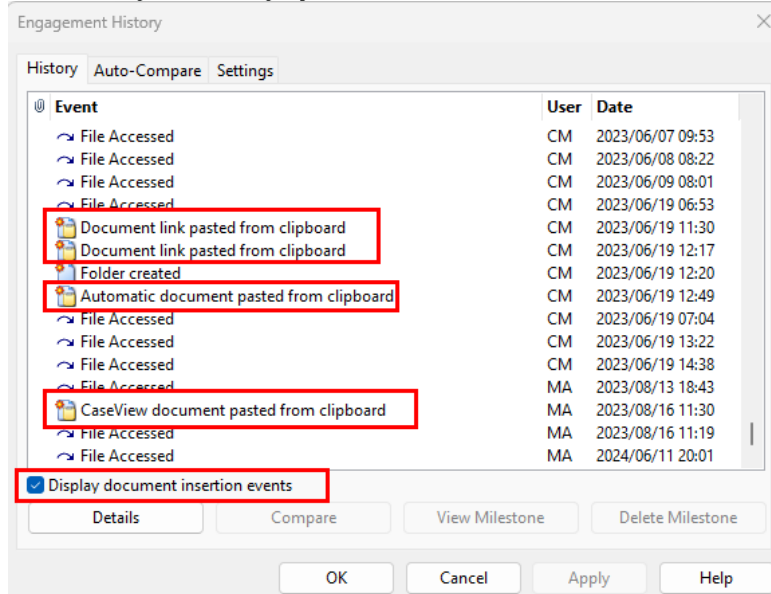
1.1.3 Lockdown

Added an option to the Engagement Lockdown Wizard to set all content in a file's directory to read-only after lockdown. This read-only mode also applies to any sync copies of the file.
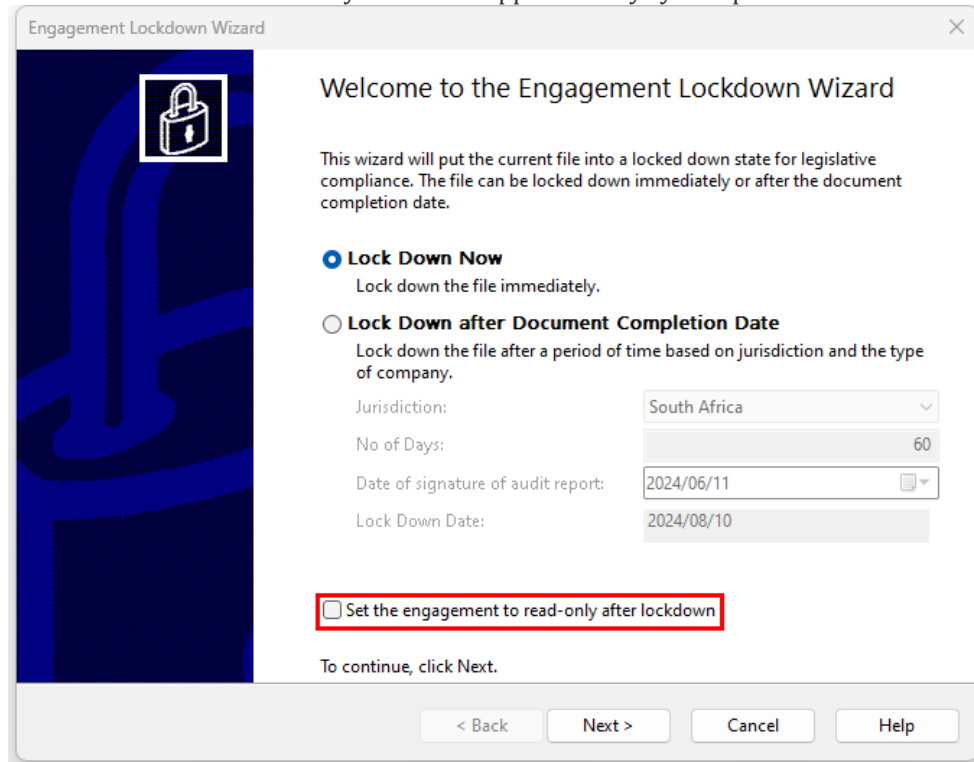
1.1.4 Annotations

The Annotation column is now visible in trial balance automatic documents using the Consolidated view.

1.2 Fixes

This release includes fixes to the following issues:

- Added a more informative error dialog when attempting to open a compressed file that contains documents with file paths exceeding 260 characters.
- Attempting to access a computer's system drive through CaseView causes CaseView to close unexpectedly.
- After performing a silent upgrade to a newer version of Working Papers, the older version is uninstalled, but the shortcut folder remains in the Windows 10 Start menu.

2. Universal

2.1 Features

2.1.1 Financial statement areas worksheet

Added a warning message when you attempt to delete an assertion associated with significant risks in the FSA.

2.1.2 Easy Integrate

Easy Integrate performs procedures executed from the CaseView document Easy Integrate in Caseware Working Papers on the standardised data tables created by Easy Convert and insert the results tables prepared by Caseware IDEA® into the linked Caseware Working Papers file.
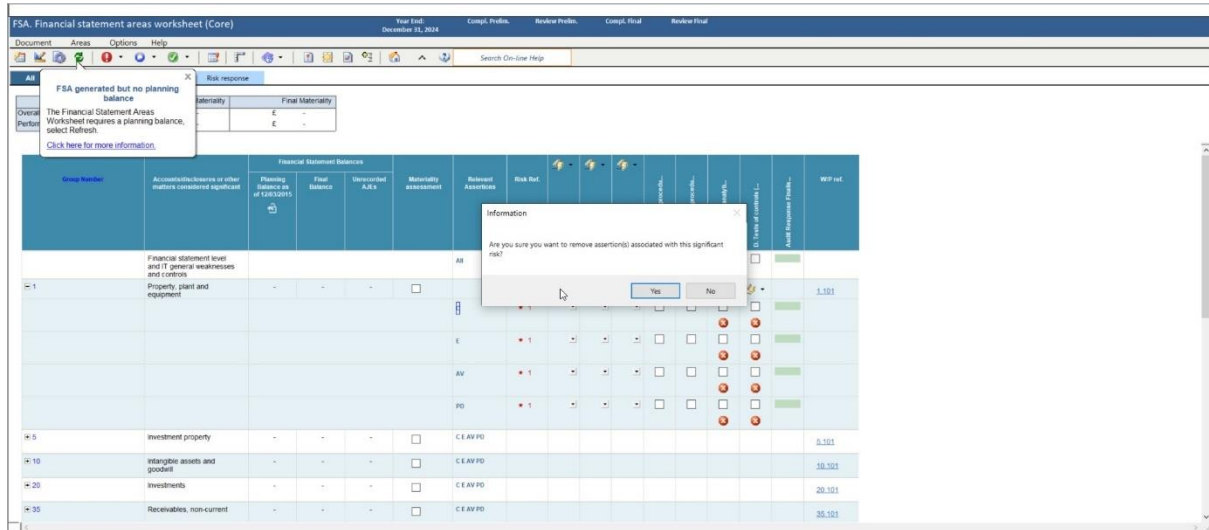
2.1.3 Client inquiries

Client Inquiries is a client collaboration app that makes it possible for firms and individual engagement teams to securely communicate with clients and manage requests smoothly. Powered by Caseware Cloud, Client Inquiries is always available from any location, on any device, at any time.

2.1.4 Other

- Engagement file metadata now includes version information. This improves the efficiency of Caseware Cloud and the Batch Tool when determining whether engagement files require updates.
- Improved the template update process so that engagement files no longer appear to be read-only unless at least one file is not SmartSync-safe.
- We have removed Q. This decision was made to improve the overall performance of your files. Q will be replaced by Sherlock, our new and improved tool, which offers enhanced features and better performance. By removing Q, you will notice that your engagement files will close faster, streamlining your workflow and improving efficiency.

2.2 Fixes

This release includes fixes to the following issues:
- Attempting to reinsert deleted manual documents using the AOCR results in a script error. This error does not occur if the documents are reinserted using the Document Library.
- Account annotations do not appear after being added to an audit area.
- After cleaning up an engagement file, certain sub-procedures no longer sign off automatically, and if you sign off the sub-procedures manually, the result column disappears.
- After enabling the Override procedure response type option and closing the Edit procedure dialog, the option is immediately disabled.

- Deleting all procedures from a group does not delete the group itself.
- Imported controls do not import any linked procedures. This issue does not occur when importing risks or reportable items.
- Reportable items that are linked to either a risk or control from Working Papers cause the association to appear duplicated in the dialog.
- Renamed headers in the Risk report and Report menu are not renamed in the document filter.
- Filtering the Control design/implementation document using the Assertions drop-down results in a blank report.
- Attempting to import more than 30 risks into a work program or checklist results in an unknown error.
- Checking for updates in forms with signed-off procedures incorrectly increments the form's content version, preventing it from receiving further updates.
- When performing an engagement update, the Update All option does not apply some of the selected options from AO - General options, for example, Select all updated documents by default.
- After performing a template update, the selected option in the Planning drop-down menu of the FSA worksheet is reset.
- Incrementing the content version of a template document and then updating the client file does not bring the prerequisite settings from the template into the client file.
- After performing a template or engagement update, CaseView documents take a longer time to open than usual.
- After performing a "functionality only" engagement update from 23.00 to a newer version, the Working Papers file version still shows 23.00.

3. Audit content

3.1 Caseware International

Caseware® International Inc. licenses certain content for Audit International under agreement with the Chartered Professional Accountants of Canada (CPA Canada). The content provides non-authoritative guidance on applying International Standards on Auditing (ISAs) issued by the International Auditing and Assurance Standards Board. These forms are designed to assist practitioners in the implementation of the ISAs and are not intended as a substitute for the ISAs themselves.

3.1.1 Overview

This version of Audit International includes the changes and new requirements in ISA 600 (Revised), Special Considerations - Audits of Group Financial Statements (Including the Work of Component Auditors), which are intended to strengthen the auditor's responsibilities related to group audits. Additionally, documents listed in this summary have been enhanced to provide more user-friendly content to streamline the audit workflow, because of feedback provided by users and practice reviewers/regulators.

3.1.2 New forms

- Form 420.600 - Group audit - component materiality
- Form 421.600 - Component balances (new automatic document)
- Form 422 - Worksheet - Selecting a component audit
- Form 535 - Financial reporting
- Form 590.600 - Engagement scoping - Components
- Form 5200 - Letter to component auditor
- Form 5201 - Instructions for a component auditor
- Form 622 - Worksheet - Evaluating the work of a component auditor
- Form 635 - Financial reporting - Audit procedures
- Form 310-1 - Checklist - Partner acknowledgement
- Form 340 – Worksheet – Matters to be communicated to management and those charged with governance
- Form 340-1 – Communications to be made by the auditor with those charged with governance

3.1.3 Changes to profiles

Profiles 11-13 (i.e. Previous OneForm+, Previous Core and Previous Tailor per engagement) have been removed. Any client files created using profiles 11-13 will not update during the update process. If you used any of these previous profiles in the prior year, we recommend that you create a new client file with the applicable modern profiles.

3.1.4 Changes to the Dashboard

We have renamed the **Control Design** section under the Planning and Risk Assessment widget to **Understanding System of Internal Control**. As this change is made in the layout, it will apply to any files using the layout after the update is applied to the master template.

We have renamed the **Control Design** folder on the Document Manager to **Understanding System of Internal Control** to match the changes to the layout.

3.1.5 Content updates

Form numbers	Description
Engagement file setup	
400.	Recreated 2 procedures. (Note: We have deleted the procedure and readded it as "NEW" to remove the procedure conditions.)
	Major changes to 6 procedures.
	Minor changes to 6 procedures.
	Deleted 2 procedures.

Form numbers	Description
400-1.	Major changes to 4 procedures.
	Minor changes to 2 procedures.
	Deleted 1 procedure.
400-2.	Added 2 new procedures.
	Major changes to 4 procedures.
	Minor changes to 5 procedures.
	Deleted 1 procedure.
Audit	
ONEFORM.	Replaced previous ISA 600 content with ISA 600 (Revised) documentation requirements.
ONEFORMX. DELETED	Deleted Form ONEFORMX. relating to the previous profiles.
Planning	
405.	Added 2 new procedures.
	Major changes to 6 procedures.
	Minor changes to 3 procedures.
	Deleted 1 procedure.
	Updated document guidance and conclusion.
415.	Added dynamic text of group and non-consolidated terms.
	Added 1 new paragraph.
	Modified 11 paragraphs.
	Updated guidance.
420.600 NEW	New form to document component performance materiality, both preliminary and final, along with specific performance materiality.
421.600 NEW	New form added for component balances.
422. NEW	New form related to component auditors.
430.	Added 2 new procedures.
	Minor changes to 2 procedures.
	Updated document guidance.
436.	Added 2 new procedures.
	Major changes to 2 procedures.
	Minor changes to 2 procedures.
	Updated document guidance.
438.	Added dynamic text of group and non-consolidated terms.
	Added 1 new section.
	Modified 13 paragraphs.
	Updated guidance.
445. DELETED	Form has been deleted and replaced by new Form 590.600.
455.	Added 3 new procedures.
	Major changes to 4 procedures.
	Minor changes to 5 procedures.
	Deleted 1 procedure.
	Updated document guidance.
Risk assessment	
FSA.	Added the Entities column and renamed to Components.
590.600 NEW	New form added to determine which component audit work will be performed.
	Replaced Form 445 - Group audit planning.

Form numbers	Description
510.	Updated the guidance. Enhancements Entity ownership and Subsidiaries section. Modified 7 existing and added 4 new matters to consider. Modified 1 existing and added 13 new risk factors.
511.	Added 1 new procedure. Major changes to 1 procedure. Minor changes to 3 procedures. Updated document guidance. Added conclusion.
511-1.	Updated the guidance. Added guidance to the Applications section. Added a new table.
523.	Deleted the hidden content relating to condensed forms.
523-1.	Deleted the hidden content relating to condensed forms.
520E.1	Added the Entities column and renamed to Components.
520E.10 DELETED	Deleted the risk reports relating to the previous profiles.
520E.2	Added the Entities column and renamed to Components.
520E.102 DELETED	Deleted the risk reports relating to the previous profiles.
520E.3	Added the Entities column and renamed to Components.
520E.103 DELETED	Deleted the risk reports relating to the previous profiles.
520E.4	Added the Entities column and renamed to Components.
520E.104 DELETED	Deleted the risk reports relating to the previous profiles.
530.	Updated the document guidance. Added section guidance for 3 risk areas. Modified 2 example policies and procedures.
531.	Added 3 new procedures. Major changes to 3 procedures. Minor changes to 8 procedures. Updated document guidance and conclusion.
535. NEW	New form to assist in the identification of risks in the financial statement preparation process, including consolidation process.
540.	Added the Entities column and renamed to Components.
545.	Added the Entities column and renamed to Components.
550.	Added the Entities column and renamed to Components.
555.	Added the Entities column and renamed to Components.
560.	Added the Entities column and renamed to Components.
561.	Added the Entities column and renamed to Components.
562.	Added the Entities column and renamed to Components.
520E.5	Added the Entities column and renamed to Components.
520E.105 DELETED	Deleted the risk reports relating to the previous profiles.
520E.6	Added the Entities column and renamed to Components.
520E.106 DELETED	Deleted the risk reports relating to the previous profiles.
520E.8	Added the Entities column and renamed to Components.
520E.	Added the Entities column and renamed to Components.

Form numbers	Description
5200 NEW	New letter related to component auditors.
5201 NEW	New letter related to component auditors.
Risk response	
622. NEW	New form related to component auditors.
635. NEW	New form to respond to the risks identified in understanding the financial reporting process, including the consolidation process.
650.	Major changes to 4 procedures. Updated document guidance.
670.	Major changes to 1 procedure. Minor changes to 1 procedure. Updated document guidance. Deleted the Objectives table and included the objectives area as part of guidance.
5101 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5102 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5103 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5000 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5001 DELETED	Removed as Engagement quality review responsibilities are now covered in Form 302 - Engagement quality.
5002 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5003 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5004 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5004 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5005 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5006 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5007 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5008 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5009 DELETED	Deleted for new ISA 600 (Revised) content integrated into new and existing forms.
5010 DELETED	Deleted as Goodwill impairment is covered in Form 10.101 Intangibles and goodwill - Audit procedure.
5011 DELETED	Deleted as the new ISA 600 (Revised) content is now covered in Form 5201 - Instructions for a component auditor.
5012 DELETED	Deleted as the new ISA 600 (Revised) content is now covered in Form 5201 - Instructions for a component auditor.

Form numbers	Description
5013 DELETED	Deleted as the new ISA 600 (Revised) content is now covered in Form 5201 - Instructions for a component auditor.
5014 DELETED	Deleted as the new ISA 600 (Revised) content is now covered in Form 5201 - Instructions for a component auditor.
5015 DELETED	Deleted as the new ISA 600 (Revised) content is now covered in Form 5201 - Instructions for a component auditor.
5016 DELETED	Deleted as the new ISA 600 (Revised) content is now covered in Form 5201 - Instructions for a component auditor.
5017 DELETED	Deleted as the new ISA 600 (Revised) content is now covered in Form 5201 - Instructions for a component auditor.
Completion documents	
DOC	Added 5 new procedures. Major changes to 1 procedure. Minor changes to 13 procedures. Deleted 8 procedures. Updated document guidance.
304.	Major change to 1 procedure.
305.	Added 2 new procedures (including addition of a new section). Major changes to 3 procedures. Minor changes to 28 procedures.
520E.7	Added the Entities column and renamed to Components.
520E.107 DELETED	Deleted the risk reports relating to the previous profiles.
310.	Added 1 new procedure. Major changes to 1 procedure. Minor changes to 3 procedures. Deleted conclusions.
310.-1 NEW	New form to include the Partner/Practitioner conclusions from Form 310. New procedures include: Expert competence and capabilities Internal audit competence and capabilities Component auditor competence and capabilities Component auditor quality monitoring and remediation
360.	Added the Entities column and renamed to Components.
365.	Added dynamic text of group and non-consolidated terms. Updated guidance.
366.	Added dynamic text of group and non-consolidated terms. Updated guidance.
367.	Added dynamic text of group and non-consolidated terms. Updated guidance. Modified 2 paragraphs. Added 4 new sections.
368.	Added dynamic text of group and non-consolidated terms. Modified 1 paragraph. Updated guidance.

Form numbers	Description
350.	Added dynamic text of group and non-consolidated terms.
	Modified 8 paragraphs.
	Added 5 new paragraphs.
	Added 2 new sections.
	Updated guidance.

3.2 Caseware Africa

This paragraph only relates to South Africa. The IRBA Rule on Enhanced Auditor Reporting for the Audits of Financial Statements of Public Interest Entities (EAR Rule), published in Government Gazette No. 49309 dated 15 September 2023 (EAR Rule) is effective for audits of financial statements for periods ending on or after 15 December 2024, with early adoption permitted.

The EAR Rule prescribes additional disclosures in the independent auditor's report on the audit of annual financial statements of Public Interest Entities (PIEs), as defined in the IRBA Code of Professional Conduct for Registered Auditors (Revised April 2023), as amended. The Revisions to the IRBA Code of Professional Conduct for Registered Auditors (Revised April 2023) issued in November 2023 was applied.

Matter identified	ISA ref	Comment
405 Engagement – Acceptance/Continuance (Core)		
Public interest entity (PIE)		The definition of the public interest entity included as guidance text has been updated based on the revised definition in 'The Revisions to the IRBA Code of Professional Conduct for Registered Auditors (Revised April 2023)' issued in November 2023.
305 Reporting checklist		
Public interest entity (PIE)	IRBA EAR Rule	Procedures related to the additional disclosure required in the auditor's report of the financial statements of a PIE, were added.
		These procedures will only be included when user selected PIE in 01.20 Information store (newly added field).
325 Worksheet - Key audit matters		
Key Audit Matters table	IRBA EAR Rule	Users will be required to complete the following two new columns when users selected South Africa and PIE in 01.20 Information store:
		• Outcomes of audit procedures with respect to the key audit matter
		• Key observations with respect to the key audit matter

3.3 Related annexures

- Annexure A – Content changes by Caseware International
- Annexure B – Detailed content changes (CWI)
- Annexure C – Known matters
- Annexure D – Firm author notice

Annexure A – Content changes by Caseware International

Doc #	Name	Change Based On		New/Existing Users		Minimal Engagement Profile					
		Procedures / guidance / conclusions	Form (Automatic documents / New documents / Flat forms)	Master/ New client files	Existing Client Files	Minimal	Basic	OneForm	OneForm+	Core	Tailor
Checklists											
405.	Engagement - Acceptance/Continuance (Core)	✓		✓	✓					✓	
422. NEW	Worksheet - Selecting a component auditor (Core)		✓	✓	✓					✓	
430.	Overall audit strategy (Core)	✓		✓	✓					✓	
436.	Team planning discussions (Core)	✓		✓	✓					✓	
455.	Preparing the risk assessment procedures (Core)	✓		✓	✓					✓	
511.	Understanding the IT environment (Core)	✓		✓	✓					✓	
531.	General IT controls (Core)	✓		✓	✓					✓	
535. NEW	Understanding the financial reporting process (Core)		✓	✓						✓	
622. NEW	Worksheet - Evaluating the work of a component auditor (Core)		✓	✓						✓	
DOC	Documentation checklist	✓		✓	✓						✓
305.	Reporting checklist	✓		✓	✓			✓			
310.	Checklist - Audit completion (Core)	✓		✓	✓					✓	

Doc #	Name	Change Based On		New/Existing Users		Minimal Engagement Profile					
310.-1 NEW	Checklist - Partner acknowledgement (Core)		✓	✓	✓					✓	
Work programs											
635. NEW	Final reporting - Audit procedures (Core)		✓	✓	✓					✓	
650.	Subsequent events (Core)	✓		✓	✓					✓	
670.	Use of journal entries (Core)	✓		✓	✓					✓	
Flat forms											
420.600 NEW	Group audit - Component materiality (Core)		✓	✓	✓					✓	
510.	Identifying risks through understanding the entity (Core)		✓	✓	✓					✓	
511-1.	Understanding the IT environment - Listing (Core)		✓	✓	✓					✓	
523.	Worksheet - Understanding accounting estimates (Core)		✓	✓						✓	
523-1.	Worksheet - Understanding complex accounting estimates (Core)		✓	✓						✓	
530.	Identifying risks through understanding the components of the entity's system of internal control (Core)		✓	✓	✓					✓	
590.600 NEW	Group audit program - Engagement scoping components (Core)		✓	✓	✓					✓	
Special forms											
400.	Optimiser checklist	✓		✓	✓						✓
400-1.	Optimiser checklist	✓		✓	✓		✓	✓	✓		

Doc #	Name	Change Based On		New/Existing Users		Minimal Engagement Profile					
400-2.	Optimiser checklist	✓		✓	✓				✓		
304.	Optimiser - Reporting checklist	✓		✓	✓		✓				
ONEFORM.	Audit memo		✓	✓	✓		✓				
ONEFORMX. DELETED	Audit memo		✓	✓	✓		✓				
FSA.	Financial statement areas worksheet (Core)		✓	✓	✓	✓					
520E.	Risk report (Core)		✓	✓	✓		✓				
520E.1	Risk report - Risk identification		✓	✓	✓			✓			
520E.2	Risk report - Fraud risk		✓	✓	✓				✓		
520E.3	Risk report - Business risk		✓	✓	✓				✓		
520E.4	Risk report - Risk per cycle		✓	✓	✓				✓		
520E.5	Risk report - Summary of control risk assessment		✓	✓	✓					✓	
520E.6	Risk report - Risk assessment		✓	✓	✓			✓			
520E.7	Risk report - Risk addressed		✓	✓	✓			✓			
520E.8	Risk report - Inherent risk assessment		✓	✓	✓			✓			
520E.101, 520E.102, 520E.103, 520E.104, 520E.105, 520.106, 520E.107 DELETED	Various risk reports (for previous profiles)		✓	✓	✓						
540.	Control design/implementation - Entity level and general IT controls (Core)		✓	✓	✓				✓		

Doc #	Name	Change Based On	New/Existing Users		Minimal Engagement Profile					
545.	Control design/implementation - Revenues, receivables, receipts (Core)	✓	✓	✓					✓	
550.	Control design/implementation - Purchases, payables, payments (Core)	✓	✓	✓					✓	
555.	Control design/implementation - Payroll (Core)	✓	✓	✓					✓	
560.	Control design/implementation - Financial reporting (Core)	✓	✓	✓					✓	
561.	Control design/implementation - Inventory (Core)	✓	✓	✓					✓	
562.	Control design/implementation - Investments (Core)	✓	✓	✓					✓	
360.	Management letter report	✓	✓	✓				✓		
365.	Management letter	✓	✓	✓				✓		
366.	Report for those charged with governance	✓	✓	✓						✓
Q	Caseware Q	✓	✓							
Letters										
415.	Terms of engagement (engagement letter) (Core)	✓	✓	✓					✓	
438.	Audit planning letter (Those charged with governance)	✓	✓	✓						✓
367.	Audit findings - Sample letter	✓	✓	✓						✓
368.	Significant deficiencies in internal control (Those charged with governance)	✓	✓	✓						✓
350.	Written representations (management representation letter) (Core)	✓	✓	✓					✓	

Doc #	Name	Change Based On	New/Existing Users		Minimal Engagement Profile					
Word / Excel forms										
445. DELETED	Group audit planning	✓	✓	✓						✓
5101 DELETED	Worksheet - Group audit - Acceptance and planning	✓	✓	✓						✓
5102 DELETED	Worksheet - Group audit - Communications	✓	✓	✓						✓
5103 DELETED	Worksheet - Group audit - Evaluation and conclusion	✓	✓	✓						✓
5000 DELETED	Worksheet - Group audit - Consolidation completion	✓	✓	✓						✓
5001 DELETED	Worksheet - EQR checklist - Group audits involving component auditors	✓	✓	✓						✓
5002 DELETED	Worksheet - Group audit - Overall strategy	✓	✓	✓						✓
5003 DELETED	Worksheet - Group audit - Group audit plan	✓	✓	✓						✓
5004 DELETED	Worksheet - Group audit - Group audit planning memorandum	✓	✓	✓						✓
5005 DELETED	Worksheet - Group audit - Group component summary	✓	✓	✓						✓
5006 DELETED	Worksheet - Group audit - Component auditors summary	✓	✓	✓						✓
5007 DELETED	Worksheet - Group audit - Preparation of group audit instructions	✓	✓	✓						✓
5008 DELETED	Worksheet - Consolidation - Instructions for consolidation procedures and group financial reporting	✓	✓	✓						✓

Doc #	Name	Change Based On	New/Existing Users		Minimal Engagement Profile					
5009 DELETED	Worksheet - Consolidation procedures	✓	✓	✓						✓
5010 DELETED	Worksheet - Goodwill impairment	✓	✓	✓						✓
5011 DELETED	Worksheet - Group audit instructions	✓	✓	✓						✓
5012 DELETED	Worksheet - Group audit questionnaire	✓	✓	✓						✓
5013 DELETED	Worksheet - Group audit questionnaire - Subsequent events	✓	✓	✓						✓
5014 DELETED	Worksheet - Component auditors - Firm summary profile	✓	✓	✓						✓
5015 DELETED	Worksheet - Component auditors - Firm infrastructure evaluation	✓	✓	✓						✓
5016 DELETED	Worksheet - Component auditors - Firm methodology evaluation	✓	✓	✓						✓
5017 DELETED	Worksheet - Component auditors - Firm independence confirmation	✓	✓	✓						✓
5200 NEW	Letter to component auditor	✓	✓	✓					✓	
5201 NEW	Instructions for a component auditor	✓	✓	✓					✓	
590-600 NEW	Engagement scoping - Components	✓	✓							
PDF										
OVERVIEW	Overview of Audit International	✓	✓	✓						

Doc #	Name	Change Based On		New/Existing Users		Minimal Engagement Profile						
000 **DELETED**	List of core audit forms		✓	✓	✓						✓	
MAP	ISA engagement form audit map		✓	✓	✓						✓	
Letters												
415.	Terms of engagement (engagement letter) (Core)		✓	✓	✓						✓	
438.	Audit planning letter (Those charged with governance)		✓	✓	✓							✓
367.	Audit findings - Sample letter		✓	✓	✓							✓
368.	Significant deficiencies in internal control (Those charged with governance)		✓	✓	✓							✓
350.	Written representations (management representation letter) (Core)		✓	✓	✓						✓	
Automatic forms												
421.600 **NEW**	Component balances (Core)		✓								✓	

Annexure B – Detailed content changes (CWI)

Doc #	Name	Summary of Change	Consideration	Minimum Engagement Profile
Checklists				
405.	Engagement - Acceptance/Continuance (Core)	Added 2 new procedures. Major changes to 6 procedures. Minor changes to 3 procedures. Deleted 1 procedure. Updated document guidance and conclusion.	Updated in both the master template and existing client files.	Core
422. **NEW**	Worksheet - Selecting a component auditor (Core)	New form like Form 428 - Selecting an auditor's expert.	Added in both the master template and existing client files.	Core
430.	Overall audit strategy (Core)	Added 2 new procedures. Minor changes to 2 procedures. Updated document guidance.	Updated in both the master template and existing client files.	Core
436.	Team planning discussions (Core)	Added 2 new procedures. Major changes to 2 procedures. Minor changes to 2 procedures. Updated document guidance.	Updated in both the master template and existing client files.	Core
455.	Preparing the risk assessment procedures (Core)	Added 3 new procedures. Major changes to 4 procedures. Minor changes to 5 procedures. Deleted 1 procedure. Updated document guidance.	Updated in both the master template and existing client files.	Core
511.	Understanding the IT environment (Core)	Added 1 new procedure. Major changes to 1 procedure. Minor changes to 3 procedures. Updated document guidance. Added conclusion.	Updated in both the master template and existing client files. The conclusion section may need to be turned on using the menu in existing client files after the update.	Core

Doc #	Name	Summary of Change	Consideration	Minimum Engagement Profile
531.	General IT controls (Core)	Added 3 new procedures. Major changes to 3 procedures. Minor changes to 8 procedures. Updated document guidance and conclusion.	Updated in both the master template and existing client files.	Core
535. NEW	Understanding the financial reporting process (Core)	New form to assist in the identification of risks in the financial statement preparation process, including consolidation process.	Added in both the master template and existing client files.	Core
622. NEW	Worksheet - Evaluating the work of a component auditor (Core)	New form like Form 620 - Evaluating the work of an auditor's expert.	Added in both the master template and existing client files.	Core
DOC	Documentation checklist	Added 5 new procedures. Major changes to 1 procedure. Minor changes to 13 procedures. Deleted 8 procedures. Updated document guidance.	Updated in both the master template and existing client files.	Tailor
305.	Reporting checklist	Added 2 new procedures (including addition of a new section) Major changes to 3 procedures. Minor changes to 28 procedures.	Updated in both the master template and existing client files.	OneForm
310.	Checklist - Audit completion (Core)	Added 1 new procedure. Major changes to 1 procedure. Minor changes to 3 procedures. Deleted conclusions.	Updated in both the master template and existing client files. The conclusion section may need to be turned off using the menu in the existing client files after the update.	Core

Doc #	Name	Summary of Change	Consideration	Minimum Engagement Profile
310.-1 NEW	Checklist - Partner acknowledgement (Core)	New form to include the Partner/Practitioner conclusions from Form 310. New procedures include: • Expert competence and capabilities • Internal audit competence and capabilities • Component auditor competence and capabilities	Added in both the master template and existing client files.	Core
Work programs				
635. NEW	Final reporting - Audit procedures (Core)	New form to respond to the risks identified in understanding the financial reporting process, including the consolidation process, based on deleted Form 5009 - Consolidation.	Added in both the master template and existing client files.	Core
650.	Subsequent events (Core)	Major changes to 4 procedures. Updated document guidance.	Updated in both the master template and existing client files.	Core
670.	Use of journal entries (Core)	Major changes to 1 procedure. Minor changes to 1 procedure. Updated document guidance. Deleted the Objectives table and included the objectives area as part of guidance.	Updated in both the master template and existing client files. Objectives section may need to be deleted manually using the menu in the existing client files after the update.	Core
Flat forms				
420.600 NEW	Group audit - Component materiality (Core)	New form to document component performance materiality, both preliminary and final, along with specific performance materiality.	Added in both the master template and existing client files.	Core

Doc #	Name	Summary of Change	Consideration	Minimum Engagement Profile
510.	Identifying risks through understanding the entity (Core)	Updated the guidance. Enhancements Entity ownership and Subsidiaries section. Modified 7 existing and added 4 new matters to consider. Modified 1 existing and added 13 new risk factors.	Updated in both the master template and existing client files.	Core
511-1.	Understanding the IT environment - Listing (Core)	Updated the guidance. Added guidance to the Applications section. Added a new table.	Updated in both the master template and existing client files.	Core
523.	Worksheet - Understanding accounting estimates (Core)	Deleted the hidden content relating to condensed forms.	Updated in master template only.	Core
523-1.	Worksheet - Understanding complex accounting estimates (Core)	Deleted the hidden content relating to condensed forms.	Updated in master template only.	Core
530.	Identifying risks through understanding the components of the entity's system of internal control (Core)	Updated the document guidance. Added section guidance for 3 risk areas. Modified 2 example policies and procedures.	Updated in both the master template and existing client files.	Core
590.600 NEW	Group audit program - Engagement scoping components (Core)	New form added to help determine which component audit work will be performed. Replaced Form 445 - Group audit planning.	Added in both the master template and existing client files.	Core
Special forms				
400.	Optimiser checklist	Recreated 2 procedures. (Note: We have deleted the procedure and readded it as "NEW" to remove the procedure conditions.) Major changes to 6 procedures. Minor changes to 6 procedures. Deleted 2 procedures.	Updated in both the master template and existing client files.	Tailor

Doc #	Name	Summary of Change	Consideration	Minimum Engagement Profile
400-1.	Optimiser checklist	Major changes to 4 procedures. Minor changes to 2 procedures. Deleted 1 procedure.	Updated in both the master template and existing client files.	Basic, OneForm, OneForm+
400-2.	Optimiser checklist	Added 2 new procedures. Major changes to 4 procedures. Minor changes to 5 procedures. Deleted 1 procedure.	Updated in both the master template and existing client files.	Core
304.	Optimiser - Reporting checklist	Major change to 1 procedure.	Updated in both the master template and existing client files.	OneForm
ONEFORM.	Audit memo	Replaced previous ISA 600 content with ISA 600 (Revised) documentation requirements.	Updated in both the master template and existing client files.	OneForm
ONEFORMX. DELETED	Audit memo	Deleted Form ONEFORMX. relating to the previous profiles.	Updated in both the master template and existing client files.	OneForm
FSA.	Financial statement areas worksheet (Core)	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Basic
520E.	Risk report (Core)	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	OneForm
520E.1	Risk report - Risk identification	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	OneForm+
520E.2	Risk report - Fraud risk	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Core
520E.3	Risk report - Business risk	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Core
520E.4	Risk report - Risk per cycle	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Core
520E.5	Risk report - Summary of control risk assessment	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Tailor
520E.6	Risk report - Risk assessment	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	OneForm+

Doc #	Name	Summary of Change	Consideration	Minimum Engagement Profile
520E.7	Risk report - Risk addressed	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	OneForm+
520E.8	Risk report - Inherent risk assessment	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	OneForm+
520E.101, 520E.102, 520E.103, 520E.104, 520E.105, 520E.106, 520E.107 DELETED	Various risk reports (for previous profiles)	Deleted the risk reports relating to the previous profiles.		Previous profiles
540.	Control design/implementation - Entity level and general IT controls (Core)	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Core
545.	Control design/implementation - Revenues, receivables, receipts (Core)	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Core
550.	Control design/implementation - Purchases, payables, payments (Core)	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Core
555.	Control design/implementation - Payroll (Core)	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Core
560.	Control design/implementation - Financial reporting (Core)	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Core
561.	Control design/implementation - Inventory (Core)	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Core
562.	Control design/implementation - Investments (Core)	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	Core

Doc #	Name	Summary of Change	Consideration	Minimum Engagement Profile
360.	Management letter report	Added the Entities column and renamed to Components.	Updated in both the master template and existing client files.	OneForm+
365.	Management letter	Added dynamic text of group and non-consolidated terms. Updated guidance.	Updated in both the master template and existing client files.	OneForm+
366.	Report for those charged with governance	Added dynamic text of group and non-consolidated terms. Updated guidance.	Updated in both the master template and existing client files.	Tailor
Letters				
415.	Terms of engagement (engagement letter) (Core)	Added dynamic text of group and non-consolidated terms. Added 1 new paragraph. Modified 11 paragraphs. Updated guidance.	Updated in both the master template and existing client files.	Core
438.	Audit planning letter (Those charged with governance)	Added dynamic text of group and non-consolidated terms. Added 1 new section. Modified 13 paragraphs. Updated guidance.	Updated in both the master template and existing client files.	Tailor
367.	Audit findings - Sample letter	Added dynamic text of group and non-consolidated terms. Updated guidance. Modified 2 paragraphs. Added 4 new sections.	Updated in both the master template and existing client files.	Tailor
368.	Significant deficiencies in internal control (Those charged with governance)	Added dynamic text of group and non-consolidated terms. Modified 1 paragraph. Updated guidance.	Updated in both the master template and existing client files.	Tailor

Doc #	Name	Summary of Change	Consideration	Minimum Engagement Profile
350.	Written representations (management representation letter) (Core)	Added dynamic text of group and non-consolidated terms. Modified 8 paragraphs. Added 5 new paragraphs. Added 2 new sections. Updated guidance.	Updated in both the master template and existing client files.	Core
Word / Excel forms				
445. DELETED	Group audit planning	Form has been deleted and replaced by new Form 590.600.	Updated in both the master template and existing client files.	Tailor
5101 DELETED	Worksheet - Group audit - Acceptance and planning	Deleted for new content integrated into new and existing forms.	Updated in both the master template and existing client files.	Tailor
5102 DELETED	Worksheet - Group audit - Communications	Deleted for new content integrated into new and existing forms.	Updated in both the master template and existing client files.	Tailor
5103 DELETED	Worksheet - Group audit - Evaluation and conclusion	Deleted for new content integrated into new and existing forms.	Updated in both the master template and existing client files.	Tailor
5000 DELETED	Worksheet - Group audit - Consolidation completion	Deleted for new content integrated into new and existing forms.	Updated in both the master template and existing client files.	Tailor
5001 DELETED	Worksheet - EQR checklist - Group audits involving component auditors	Removed as Engagement quality review responsibilities which are now covered in Form 302 - Engagement quality.	Updated in both the master template and existing client files.	Tailor
5002 DELETED	Worksheet - Group audit - Overall strategy	Deleted for new content integrated into new and existing forms.	Updated in both the master template and existing client files.	Tailor
5003 DELETED	Worksheet - Group audit - Group audit plan	Deleted for new content integrated into new and existing forms.	Updated in both the master template and existing client files.	Tailor
5004 DELETED	Worksheet - Group audit - Group audit planning memorandum	Deleted for new content integrated into new and existing forms.	Updated in both the master template and existing client files.	Tailor
5005 DELETED	Worksheet - Group audit - Group component summary	Deleted for new content integrated into new and existing forms.	Updated in both the master template and existing client files.	Tailor

Doc #	Name	Summary of Change	Consideration	Minimum Engagement Profile
5006 DELETED	Worksheet - Group audit - Component auditors summary	Deleted for new content integrated into new and existing forms.	Updated in both the master template and existing client files.	Tailor
5007 DELETED	Worksheet - Group audit - Preparation of group audit instructions	Deleted for new content integrated into new and existing forms.	Updated in both the master template and existing client files.	Tailor
5008 DELETED	Worksheet - Consolidation - Instructions for consolidation procedures and group financial reporting	Deleted for new content in Form 535 Understanding the financial reporting process and Form 635 - Financial reporting - Audit procedures.	Updated in both the master template and existing client files.	Tailor
5009 DELETED	Worksheet - Consolidation procedures	Deleted for new content in Form 535 Understanding the financial reporting process and Form 635 - Financial reporting - Audit procedures.	Updated in both the master template and existing client files.	Tailor
5010 DELETED	Worksheet - Goodwill impairment	Deleted as Goodwill impairment is covered in Form 321.10 Goodwill - Audit procedure.	Updated in both the master template and existing client files.	Tailor
5011 DELETED	Worksheet - Group audit instructions	Deleted as the content is now covered in Form 5201 - Instructions for a component auditor.	Updated in both the master template and existing client files.	Tailor
5012 DELETED	Worksheet - Group audit questionnaire	Deleted as the content is now covered in Form 5201 - Instructions for a component auditor.	Updated in both the master template and existing client files.	Tailor
5013 DELETED	Worksheet - Group audit questionnaire - Subsequent events	Deleted as the content is now covered in Form 5201 - Instructions for a component auditor.	Updated in both the master template and existing client files.	Tailor
5014 DELETED	Worksheet - Component auditors - Firm summary profile	Deleted as the content is now covered in Form 5201 - Instructions for a component auditor.	Updated in both the master template and existing client files.	Tailor
5015 DELETED	Worksheet - Component auditors - Firm infrastructure evaluation	Deleted as the content is now covered in Form 5201 - Instructions for a component auditor.	Updated in both the master template and existing client files.	Tailor

Doc #	Name	Summary of Change	Consideration	Minimum Engagement Profile
5016 DELETED	Worksheet - Component auditors - Firm methodology evaluation	Deleted as the content is now covered in Form 5201 - Instructions for a component auditor.	Updated in both the master template and existing client files.	Tailor
5017 DELETED	Worksheet - Component auditors - Firm independence confirmation	Deleted as the content is now covered in Form 5201 - Instructions for a component auditor.	Updated in both the master template and existing client files.	Tailor
5200 NEW	Letter to component auditor	New letter added to component auditor.	Updated in both the master template and existing client files.	Core
5201 NEW	Instructions for a component auditor	New letter added to component auditor.	Updated in both the master template and existing client files.	Core
590-600 NEW	Engagement scoping – Components	Added a new toolkit form as an alternative to Form 590.600.	Updated in master template only.	
PDF				
OVERVIEW	Overview of Audit International	Updated the overview of Audit International to reflect the current information for the Audit International template.	Updated in both the master template and existing client files.	None
000 DELETED	List of core audit forms	Deleted	Updated in both the master template and existing client files.	
MAP	ISA engagement form audit map	Updated the Audit International Map to reflect the current information for the Audit International template.	Updated in both the master template and existing client files.	Core
Automatic forms				
421.600 NEW	Component balances (Core)	New form added for component balances.	New client files will include this form if it has been manually created in the master template.	Core

Annexure C – Known matters

Matter	Description	Alternative
Procedure conditions	In work programs and checklists, the icons for procedure conditions (grey eyes) and tags (blue eyes) may not be correct after the patch update. This is a known display issue, and the functionality will be correct in the client files.	In each work program or checklist, click on the red button beside the Home button to update the tooltip for procedure actions and conditions.
Dashboard	Despite selecting various engagement profiles, under Risk Response area Assets, Equity and Liabilities, and Income Statement sections remain greyed out instead of being blue. Even after successfully importing a Trial Balance nothing changes.	This issue only impacts the dashboard. It is scheduled to be fixed in the Oct 2024 release.
Move procedures	In these forms, these procedures have been moved. These procedures will not move during the update process of the master template and client files. • Form 405. – Component auditor ethical requirements • Form 400-2. – Component auditors	Users can move these procedures using the right-click menu.
Form 650 role set	The role set of Form 650 - Subsequent events has been changed from Preliminary / Final (PF) to Default Role Set; however, the role set will not be updated during the update process.	Firm authors who wish to make this change should do so in their template manually. The change will apply to new client files going forward. Users who update client files will also need to make the change in their updated client files.
Form 670 objectives	In Form 670, the objectives section has been deleted and the updated objectives have been included as part of the guidance. The objectives section will not be deleted during the update process of the master template and client files, causing the outdated objectives area to appear in the form.	Users can turn on the guidance section to see the updated objectives and using the menu, delete the old objectives section.
Conclusions	The Conclusion sections have been turned off for these documents: • Form 511 • Form 310 The Conclusion sections will not be turned off during the update process of the master template and client files.	Users can turn off the Conclusion section using the menu.

Matter	Description	Alternative
Form 305 procedure conditions	In Form 305, there are many procedures that have both procedure conditions and procedure tags associated with the procedure. We have taken steps to remove unnecessary procedure conditions from this form this year and added the corresponding procedure tags.	Let us know if you find more to adjust next year.
CWA employee names	When selecting issues and then assigned to, CWA employee names may appear in the dropdown selection.	
Updated document tag missing	After updating a client file, document 325 Worksheet - Key audit matters may be missing the 'Updated' tag. The document does however get updated with the latest content.	
Component column in FSA	The component column does not show in the risk report on the FSA.	Use the risk report documents to view components that are linked to risks.
405 Document guidance not updated	In document 405 the document guidance has been updated. After running the patch, the old guidance is still showing.	Firm authors can select the updated document guidance (version 6). From the Areas menu, click Insert Document Guidance. Choose 'Document Guidance', note that version 6 will be displayed in the preview. After inserting, highlight the text under 'Obtain information by:' and select Bullets from the Quick Access Toolbar.
Caseware Q icon	Caseware Q has been removed. After applying the patch, the Q icon is still showing on the Toolbar. Clicking on the icon has no effect.	Firm authors who wish to make this change should do so in their template manually.
IDEA Folders identifiers	Four new folders have been added. The Document identifiers of the new folders will not be set during the update of the master template. Update of client files are not impacted.	Firm authors who wish to make this change should do so in their template manually. From the document manager open the document properties of each folder, and in tab Template, set the Document Identifiers as: • IDEA Integration = IDEA • TB_Compare = TB_COMPARE • GL_Compare = GL_COMPARE • GL_Understand = GL_UNDERSTAND • GL_Procedures = GL_PROCEDURES The change will apply to new and updated client files going forward.
CI link	A link has been added, CI – Getting started with Client inquiries. The Queries Author ID will not be set during the update of the master template.	Firm authors can make this change manually in their template. From the document manager open the document properties of the link, and in tab Template, set the Queries Author ID = Client-inquiries.

Matter	Description	Alternative
Re-integration with 01.75	IFRS and SME have a new Excel document, 01.75 – Sample Connector Monthly BS & IS. During re-integration with IFRS and SME, the document will be added to the top of the document manager. During re-integration with GRAP and IPSAS, the document may not be removed. When updating the master template, the manual placeholder document for 01.75 may not come in. However after integration the Excel document will be added.	If re-integrating with IFRS or SME, users can move the document to folder Financial statement preparation. If re-integrating with GRAP or IPSAS, users can delete the document.
Tax computations on Reintegration	When reintegrating to SME, the tax computations for SME are going to the top of the document manager	If re-integrating with SME or IFRS, users can move the tax computation documents to the folder Tax additional documents

Annexure D – Firm author notice

Update

Document manager

As a reminder, we have introduced the retain feature on update in version 19 of Audit International with the following options:

- To retain letters (RETLETTERS)
- To retain document numbers and names (RETDOCNUM)
- To retain document manager (RETDOCMAN)

When a manual document is added to the document manager with a document number.

Where you have added this to your document manager, for this release you need to remove this from your template as it will cause significant issues with the update as all work programs and lead sheets have been renamed and renumbered.

Default profile

When updating the master template, the default selected profile is incorrectly set to OneForm+ when it should be set to Core. Firm authors can make this change manually by setting the default profile that in the AO options.

Digital Dashboard

We have renamed the **Control Design** section under the Planning and Risk Assessment widget to **Understanding System of Internal Control**. The change will not come in when updating the master template and will need to be manually changed.

Contact Us

Main Contact Details	
Adapt IT Reception	+27 10 494 100

Help Desk Direct Extension	
E-mail Caseware Support	support@casewareafrica.co.za

Other Important Details

Register at success.casewareafrica.com for easy access to frequently asked questions, upgrades, downloads, and technical documentation.

Email us at info@casewareafrica.co.za regarding:
Feedback
Ideas on service or products
Product information
Account or license information
Any other queries

Follow us

Caseware Africa – South Africa

Caseware Africa – South Africa

Caseware Africa – South Africa

Caseware Africa – South Africa