

Name:	Heather Honegger
Presentation Title:	Business Writing for IT Auditors
Abstract:	
<p>This course will provide tips and techniques for producing clear, concise and persuasive audit reports. It will:</p> <ul style="list-style-type: none"> • Identify elements of effective business writing • Focus on the unique challenges of technical topics • Introduce techniques to improve the efficiency and effectiveness of your writing • Provide a forum for practice writing 	
Target Audience:	
This course would benefit anyone who strives to produce clearer and more professional audit reports.	
COBIT Objectives:	
Speaker Bio:	
<p>Heather is Senior Manager in Deloitte's Enterprise Risk Services practice, where she oversees a variety of internal audit engagements for clients in the Bay Area. She began her career as an internal auditor for the General Electric Company and then progressed through a variety of executive positions in finance and accounting. Her involvement in training began when she was named Director of GE's Financial Management Program, with responsibility for all entry-level recruiting and training for the finance function. She later managed her own consulting practice, where she designed training programs for large corporations. Heather is a Certified Internal Auditor and recent winner of the IIA Certificate of Honor.</p>	