

McGladrey Speaker Meeting

October 1st, 2015

-What is expected of you? For all lines of business

- Attend training
- Ask questions
- Be a team player
- Bring any concerns to the attention of your advisor
- Work the hours expected of you

- Assurance Overview:

- Stages of the audit: Planning, preliminary work, filed work, wrap up
- Planning: arrangements with client, preliminary analytical, independence, discussions with client, timing of audit, confirmations, inventory observations, re-engineering process.
- Preliminary work: vary from client client, update our perm records, review debt covenants, walkthroughs, and update our internal control understanding.
- Fieldwork: at the client's office for 1 to 2 weeks generally, apply various audit tests, balance sheet approach, work is review.
- Wrap-up: in the office, clear all remaining points, final draft of the report, representation letter, issue final report CYA.

-Type of training you will receive as a new auditor:

- 4 days of training in the Chicago area
- Networking reception and opportunities
- Charity event
- Free time
- Classes include: Big Concepts; Audit planning; Testing of existence for completeness for valuation, for presentation and disclosure for Rights and Obligations; Internal controls; Related parties; Tips and tricks; Capstone Activity auditing cash; Managing your personal brand.

- Tax overview about what type of work you will be doing:

- 1120 – C corporations
- 1120S – S corporations
- 1065 – Partnerships
- 1040 – Individuals
- Research tax issues

- Type of training you will receive as a new tax associate:

- 4 days of training in Chicago area
- Networking Reception and opportunities

- Charity event
- Q & A with National Tax Leader
- Free time
- Classes includes: Big picture of tax and pass through entities; System training for ProSystems fx; PDFlyer; FileSite & WorkFlow; CaseWare; Professional communication; Finding and using resources.

- How busy is tax season?

- 9 to 10 hours per day (January and February)
- 11-12 hours per day (March to April 15)
- 4 to 8 hours on Saturdays (February to April 15)

- What is a typical day like?

- Check voice mail
- Check email
- Look at calendar for scheduled meetings or events
- Work until 11:30
- Go to lunch
- Work until 5:00
- Go home

- Consulting busy seasons

- No formal busy season
- RAS September – December
- FAS Spikes in the fall and in the spring
- TMC No traditional busy season rather is consistent year round

- What is expected of you?

- Soft skills
- Personality
- Demeanor
- Internet
- Ability to multi-task
- Sporadic hours – put in hours until work is completed
- Ability to travel