



Hong Kong Institute of  
**Certified Public Accountants**  
香港會計師公會

**OVER**  
**50** CPD  
**HOURS**

# **Executive Program for Accountants Information Technology Risk Management**

**Commencing 30 October 2004**



**Hong Kong Institute of Certified Public Accountants**, in collaboration with Hewlett Packard and HKU School of Professional and Continuing Education, introduce this training course to enable HKICPA members to enhance their awareness and understanding of information technology related concepts and practices, as well as for them to acquire specific technical skills regarding system applications, control and security relevant to the accountants' work.

The course objective is to enhance the proficiency of HKICPA members:

**In public practice** – in providing IT-related assurance services to their clients

**In business and industry** – in providing IT risk management skills to their employers.

By putting the knowledge into practice, professional accountants can further their role as trusted business advisor in the information age.

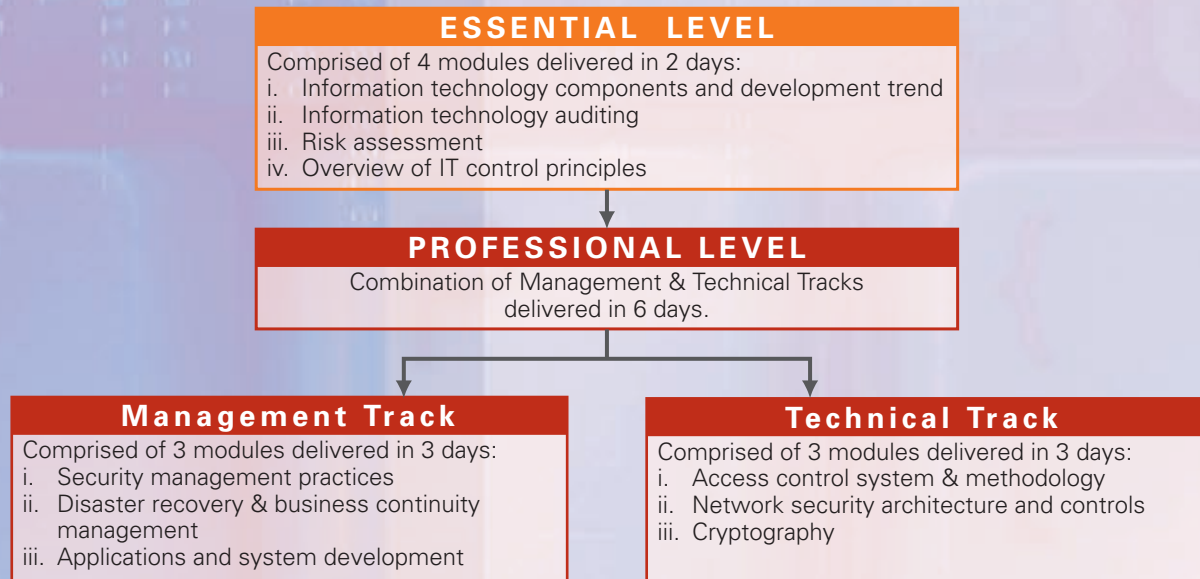


# About the Course

The course comprises the Essential Level and the Professional Level. Upon completing both Levels, students are invited to attend the end-of-course project so as to simulate the work from the knowledge that they learn from the course.

Students who complete the entire course will be awarded the **HKICPA Executive Certificate in IT Risk Management for Accountants**. This will be a valuable asset for the student to demonstrate his/her achievement in the proficiency needed to manage IT risks and to identify solutions.

To suit different members' professional development plans and expectations, alternative offerings are available as follows:



*Completing any one of the above tracks will not entitle the students with the Executive Certificate; attendance certificates will be issued instead.*

**CPD Credits – all preparatory and contact hours will qualify as structured CPD hours.**

## IT Risk Management – Essential

Course Number HK1020L  
Duration: 2 days

### OVERVIEW

The **IT Risk Management – Essential** components are designed to focus on professional ethics and standards relating to information technology audit and control assignments, technology risk and security concepts, and other relevant aspects such as local applicable information technology law and regulations (e.g. Personal Data Privacy Ordinance, Electronic Transactions Ordinance, etc).

Upon completing this module, students will be able to

- Understand basic IT concepts and its applications to today's business context
- Have an overview of hardware and software system components
- Have an overview of standards and frameworks

### TARGET AUDIENCE

Members with limited or unstructured knowledge in Information Technology who wish to consolidate and secure a good foundation of the essentials in Information Technology components.

Topics covered:

- Components of IT systems and trends of Business Applications
- IT Auditing practices and techniques
- Standards and frameworks
- IT and business risk analysis
- IT development life cycle controls
- Physical and logical access security principles
- Information protection and Personnel management
- Disaster recovery and business continuity



# IT Risk Management – Management

Course Number HK1021L

Duration: 3 days

## OVERVIEW

The IT Risk Management - Management components focus on managing the security risks and practices of day-to-day system operation, the risk arising from applications and system development, and the disaster recovery planning and methodologies, as well as management procedures to maintain business continuity during unforeseen incidents.

Upon completing this module, participants will be able to

- Understand how security objectives can be achieved through appropriate security management
- Manage and direct risk analysis and business impact analysis and processes to mitigate risks
- Direct the development of security policies, standards, procedures, and guidelines
- Implement effective security awareness program
- Understand the concepts and process of business continuity and disaster recovery

## TARGET AUDIENCE

Members with basic knowledge in Information Technology who wish to gain a wider spectrum of the management skills necessary to maintain normal business operations from interruption resulted from disaster, unforeseen incidents and applications development.

### Topics covered:

- Security concepts and objectives
- Risk management: risk assessment, implementation, administrations & monitoring, awareness & training, auditing
- Incident handling, escalation and reporting
- Disaster recovery & business continuity concepts and management
- Plan development, maintenance and testing
- Introduction to system development life cycle: design, development, testing and change control
- Audit approach and considerations

# IT Risk Management – Technical

Course Number HK1022L

Duration: 3 days

## OVERVIEW

The IT Risk Management - Technical components focus on the technology specific topics, covering areas such as network architecture, network security, network components relating to security, intrusion detection systems, firewall systems, public key infrastructure systems, etc.

Upon completing this module, participants will be able to

- Understand access control concepts, methodologies and implementations
- Understand the advantages and disadvantages of access control within centralized and decentralized environments across the enterprise's computer systems
- Have a high level overview of access control monitoring and reporting
- Understand the benefits of Security Audit tools in different platforms
- Understand basic cryptographic and PKI concepts

## TARGET AUDIENCE

Members with basic knowledge in information technology who wish to gain advance knowledge in the network architecture, security control, firewall and PKI systems.

### Topics covered:

- Access control concepts and issues
- Security audit tools
- Introduction to network architecture
- Security design and control principles
- Data communications and security
- Hacking and hacking methodologies
- Best practices
- Network security scanning and assessment tools
- Symmetric and Asymmetric Cryptography
- Hash Function
- Digital Signature and Public Key Infrastructure
- Cryptographic Applications and standards

# OCTOBER – DECEMBER 2004 CLASS SCHEDULE

Training Venue: HKU Space Learning Centers

<b>Essential Level</b> Course Code: HK1020L	Oct 30, Nov 6	2:00 p.m. – 9:00 p.m.	HK\$4,000 (HKICPA member/student) HK\$5,000 (non HKICPA member)
<b>Professional Level – Management</b> Course Code: HK1021L	Nov 13, 20, 27	2:00 p.m. – 9:00 p.m.	HK\$6,000 (HKICPA member/student) HK\$7,500 (non HKICPA member)
<b>Professional Level – Technical</b> Course Code: HK1022L	Dec 4, 11, 18	2:00 p.m. – 9:00 p.m.	HK\$6,000 (HKICPA member/student) HK\$7,500 (non HKICPA member)

## Full course

\$16,000 with free project session (\$20,000 for non HKICPA members)

## Time limitation

Members may attend selective tracks according to their study program over the year.  
All levels must be completed within 12 months from first enrollment to obtain certification.

## Discounts

Early bird discount at 3 weeks prior to course commencement – 10%  
5 in a group – 10% (each applicant need not to be in the same organization. Attached additional form for additional enrolment information to qualify for the group discount.)  
Group and early bird – 15%

## Financial assistance

Members are encouraged to apply for the SME Training Fund and Continuing Education Fund\* (CEF Course Code 23C02128-3)

\* Note that CEF Application is restricted to HK ID cardholders aged from 18 – 60 and reimbursement will apply to individual's bank account only. Eligible applicants will be reimbursed 80% of their fees, subject to a maximum sum of HK\$10,000, on successful completion of the course.



持續進修基金  
Continuing Education Fund



# COURSE REGISTRATION FORM

To register for the course, please complete this form and send back to us by:

### Fax

Attention: Ms Teresa Tong  
Fax No: 2506 1332

### Mail

Hewlett-Packard HK SAR Ltd  
38/F, The Center  
99 Queen's Road Central, Hong Kong

### Internet

hp-education.hk@hp.com  
General Enquiries: 3559 8837  
<http://www.hp.com.hk/education>

- Minimum class size: Essential Level – 20, Professional Level – 15
- Course enrollment is subject to availability
- Acknowledgement will be sent within 2 business days. Course confirmation will be sent 5 business days before the course commencement.
- Reservation can be made by telephone but will only be confirmed upon receipt of the registration form.
- Bad Weather Arrangement – Typhoon and Black Rainstorm (For classes that have not yet started)  
If typhoon Signal No. 8 or Black Rainstorm Warning is in force after the following times, classes will be rescheduled.  
06:00am Morning classes/examinations that start before 2:00 p.m.  
11:00am Afternoon classes/examinations that start between 2:00 p.m. & 6:00 p.m.  
03:00pm Evening classes/examinations starting from 6:00 p.m.  
For details, please check: <http://hkuspace.hku.hk/student/index.php#wea>

Please complete both sections to register for a course.

Company Name

Tel

Mailing Address

Contact Name

Position

Fax No

Email

Name of Participant/Position

HKID Card No

HKICPA Membership No

Tel No

Course No

## Terms and Conditions

1. HKICPA reserves the right to cancel the course due to unforeseen circumstances.
2. Application for refund on member cancellations or re-scheduling must be received by HP 5 business days prior to the course commencement date. Course fees must be paid in full for re-scheduling. No refund for notices received less than 5 business days. For cancellation or re-scheduling, a prior written notice to HP Education Center is required from the member.
3. Full payment must be made before course commencement and cheque should be made payable to "Hewlett-Packard HK SAR Ltd". No refund can be made for "No Show" cases.
4. Failure to meet the above terms and conditions would result in additional levy being charged on all subsequent re-scheduling.

## Payment Options

I enclose my cheque (No. \_\_\_\_\_) for HK\$ \_\_\_\_\_ and made payable to "Hewlett-Packard HK SAR Ltd." before course commencement.

Our company has credit term with HP. Please bill a total of HK\$ \_\_\_\_\_ to our organisation.

Name

Position

Authorized Signature & Company Stamp