



AUDITING AND GOVERNANCE RISK AND COMPLIANCE | AGRC-040

Interviewing Skills for Auditors and Investigators

Contact

+31 85 7444446
info@aractech.com
https://aractech.com

Address

Waarderweg 50, 2031PB Haarlem - Netherlands.

Course content

Why Attend

Much audit and investigative evidence comes from interviews. Skilled interviewers gather accurate, complete information and detect inconsistencies while maintaining fairness and professionalism.

This Aractech course covers interview planning, rapport building, questioning techniques, active listening, non-verbal communication, handling difficult interviewees, admission-seeking interviews, documentation and legal considerations. Participants practise interviews in realistic scenarios.

Course Methodology

- Skills sessions
- Recorded interview practice
- Role plays
- Feedback
- Case studies

Course Objectives

- Plan audit and investigative interviews
- Build rapport and set the right tone
- Use effective questioning techniques
- Listen actively and observe behaviour
- Handle difficult or evasive interviewees
- Document interviews accurately and lawfully

Target Audience

- Internal auditors
- Fraud investigators

Course content

- Compliance officers
- HR investigators

Course outline

Detailed course outline

Day-by-day outline for Interviewing Skills for Auditors and Investigators.

Day 1 - Interview Fundamentals

- 09:00-09:39 | Role of interviews
- 09:39-10:18 | Types of interviews
- 10:18-10:57 | Legal and ethical considerations
- 10:57-11:00 | Interviewer mindset
- 11:00-11:30 | Coffee break
- 11:30-12:05 | Interviewer mindset (continued)
- 12:05-12:43 | Preparation
- 12:43-14:00 | Exercise: Interview planning

Day 2 - Rapport and Questioning

- 09:00-10:07 | Building rapport
- 10:07-10:41 | Open and closed questions
- 10:41-11:00 | Funnel technique
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Funnel technique (continued)
- 11:45-12:19 | Clarifying
- 12:19-12:53 | Summarising
- 12:53-14:00 | Practice: Questioning drills

Course outline

Detailed course outline

Day-by-day outline for Interviewing Skills for Auditors and Investigators.

Day 3 - Listening and Behaviour

- 09:00-09:39 | Active listening
- 09:39-10:18 | Non-verbal cues
- 10:18-10:57 | Myths of deception detection
- 10:57-11:00 | Consistency analysis
- 11:00-11:30 | Coffee break
- 11:30-12:05 | Consistency analysis (continued)
- 12:05-12:43 | Note-taking
- 12:43-14:00 | Role play: Fact-finding interview

Day 4 - Difficult Interviews

- 09:00-09:39 | Evasive interviewees
- 09:39-10:18 | Emotional reactions
- 10:18-10:57 | Admission-seeking interviews
- 10:57-11:00 | Representatives present
- 11:00-11:30 | Coffee break
- 11:30-12:05 | Representatives present (continued)
- 12:05-12:43 | Remote interviews
- 12:43-14:00 | Role play: Difficult interview

Course outline

Detailed course outline

Day-by-day outline for Interviewing Skills for Auditors and Investigators.

Day 5 - Documentation

- 09:00-09:45 | Interview records
- 09:45-10:30 | Statements
- 10:30-11:00 | Evidence value
- 11:00-11:30 | Coffee break
- 11:30-11:45 | Evidence value (continued)
- 11:45-12:30 | Follow-up
- 12:30-13:15 | Review
- 13:15-14:00 | Capstone: Full interview assessment

Seminar dates

Available seminar dates

Live dates and pricing for Interviewing Skills for Auditors and Investigators generated from the course details page.

Date	Location	Format	Fee
2 - 6 November 2026	London	Classroom	€2,315
21 - 25 December 2026	Amsterdam	Classroom	€2,830
18 - 22 January 2027	Istanbul	Classroom	€1,978
15 - 19 February 2027	Geneva	Classroom	€4,315
15 - 19 March 2027	Munich	Classroom	€3,225
19 - 23 April 2027	Barcelona	Classroom	€2,815
17 - 21 May 2027	Rome	Classroom	€3,460
21 - 25 June 2027	Munich	Classroom	€3,225
19 - 23 July 2027	London	Classroom	€2,315
16 - 20 August 2027	Amsterdam	Classroom	€2,830

Seminar dates

Available seminar dates

Live dates and pricing for Interviewing Skills for Auditors and Investigators generated from the course details page.

Date	Location	Format	Fee
20 - 24 September 2027	Istanbul	Classroom	€1,978
18 - 22 October 2027	Cape Town	Classroom	€1,625
15 - 19 November 2027	Munich	Classroom	€3,225
20 - 24 December 2027	Barcelona	Classroom	€2,815
2 - 6 November 2026	Online / Live	Online / Live	€1,815
21 - 25 December 2026	Online / Live	Online / Live	€1,815
18 - 22 January 2027	Online / Live	Online / Live	€1,815
15 - 19 February 2027	Online / Live	Online / Live	€1,815
15 - 19 March 2027	Online / Live	Online / Live	€1,815
19 - 23 April 2027	Online / Live	Online / Live	€1,815

Seminar dates

Available seminar dates

Live dates and pricing for Interviewing Skills for Auditors and Investigators generated from the course details page.

Date	Location	Format	Fee
17 - 21 May 2027	Online / Live	Online / Live	€1,815
21 - 25 June 2027	Online / Live	Online / Live	€1,815
19 - 23 July 2027	Online / Live	Online / Live	€1,815
16 - 20 August 2027	Online / Live	Online / Live	€1,815
20 - 24 September 2027	Online / Live	Online / Live	€1,815
18 - 22 October 2027	Online / Live	Online / Live	€1,815
15 - 19 November 2027	Online / Live	Online / Live	€1,815
20 - 24 December 2027	Online / Live	Online / Live	€1,815