



Empowering Women in the Accounting and Financial Professions Since 1938
San Diego Chapter No. 17 Founded 1949

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Spreadsheet Considerations under SOX-404
James Colville, CPA

Monthly Dinner Meeting
Thursday, February 17, 2005

A Common Sense Approach that You Can Implement

The topic will cover the general considerations of end-user computing and Section 404 of the Sarbanes-Oxley Act with the focus on Excel. You will hear the actual considerations under SOX that need to be addressed AND learn specific Excel concepts that you can implement to begin addressing these considerations. Many of these considerations can be considered "tips and tricks" in using Excel and, when used effectively, gives built-in controls as well as awesome spreadsheets.

Jim is a Manager with the national CPA firm **CBIZ Nation Smith Hermes Diamond**. His role is primarily managing and performing services related to the larger and more complex forensic accounting engagements for the firm. Jim's 30 year career began with a national CPA firm in Los Angeles, moving to San Diego in 1977. His experience is diverse with a solid background in tax, audit and consulting services.

He formed and managed a large PC training company which specialized in spreadsheet concepts for accounting staff and professionals where he has taught over 20,000 individuals and continues to be a frequent speaker on spreadsheets and related topics.

The training business lead to several hundred consulting projects, both large and small, over a period of 15 years. He recently joined CBIZ Nation Smith Hermes Diamond and is using this background to successfully complete large and complex forensic accounting and litigation support engagements in a manner that produces awesome spreadsheets, saving time, reducing errors and greatly enhancing the end product.

Speaker: James Colville, CPA
Spreadsheet Considerations under SOX-404

Time: 5:30p.m. Registration/Networking
6:15p.m. Dinner
7:00p.m. Speaker Presentation

Place: Pride Hotel (formerly the Wyndham)
5975 Lusk Blvd., (east of I-805 off Mira Mesa Blvd.)
Phone: 858-558-1818

Cost: \$25 Members Prepaid \$29 at door
\$30 Guests Prepaid \$34 at door
\$20 Students Prepaid \$24 at door

Menu: Chicken Pasta
Fusilli pasta topped with grilled chicken and marinara sauce, served with fresh vegetables and garlic bread. Garden salad. Chef's Dessert of the Day. Coffee and Tea. Vegetarian entree is available upon request.

RSVP: E-mail rsvps to aswasandiego@yahoo.com. Pre-payments must be received by Monday, 2-14. Pre-pay using paypal to aswasandiego@yahoo.com or by check to ASWA, c/o Gayle Barrett, PO Box 609, Cardiff, CA 92007

From the President's Office

Hello to All,

Here we are at the beginning of February with "busy season" starting for many of us. It seems like the spring is busy for many accountants even if they don't work in public accounting. Last year we received feedback from many of you in March that you were just too buried in work to come to the meeting. For that reason, the board planned this year's meeting schedule to hold meetings in February and April, but skip meeting in March.

This month's meeting will have something for everyone, whether you have to deal with Sarbannes Oxley compliance or not. It is really about the amazing things you can do with Excel. Is there an accountant out there that doesn't get excited about new Excel tricks? Don't miss this opportunity to learn Excel skills that will impress your colleagues. Come to this event and learn to create elegant spreadsheets that are truly a work of art.

Think about bringing a guest to this month's meeting. Invite a friend or a coworker. The best way to grow our chapter is to bring guests to our meetings and increase awareness of our organization. Each member brings something special to our organization. Through networking and sharing our experience, knowledge, and ideas, we enrich each other and our chapter. When you recruit a new member, you are seeding the growth of the future of our chapter.

One of the focuses of the national organization is to encourage "succession planning" at the local level. What this means is to develop the leadership of the chapter in advance. The board of ASWA is a wonderful group. There is room for anyone who has a little bit of themselves they can give. There are a variety of roles, so that whatever your skills, you can make a contribution. The board meetings are in the 45 minutes prior to the dinner meeting. Most board positions require about 2 hours a month outside of the board meeting. There are also committee positions available. These give members a meaningful way to participate without a monthly commitment. I like to say "You get out of ASWA what you put in." I encourage you to get the most out of your membership by becoming a board member.



Announcements

Employment -Need a job or have an opening? Please contact the Chairman of the Employment Committee, **Jeanette Ding** at 858 452-2626 or Jeanette.Ding@roberthalf.com

CPE Credit—Registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Nashville, TN, 37219-2417.

Free Raffle Tickets—It's easy to earn free raffle tickets! Simply bring a guest to a dinner meeting. Each time you bring a guest, you will receive one free raffle ticket for that night's raffle. Keep in mind that all proceeds from our raffle go into the Chapter Professional Development Fund.

Raffle— **Nancy Meyn** reports that the January raffle raised \$ 56.00. Thank you to everyone who contributed to the raffle. If you can donate a prize for the next raffle, your contribution would be much appreciated. Please contact **Nancy Meyn** at 858.455.7888.

Networking

I remember the horrors of recruiting events when I was a student and every person I met asked me, "Are you audit or tax?" and, "When do you graduate?" After I gave my answers, neither of us could think of anything to talk about. It was really uncomfortable. Then one day I was waiting in line at Kinko's and out of boredom I was eyeing the racks of impulse buys near the cash register. I spotted a set of tapes entitled "The Fine Art of Small Talk" and thought this was going to be my salvation. It was not salvation because I can only remember a couple of the suggestions when I am in a networking situation, but it helps.

The speaker on the tapes, Deborah Fine, suggests adding a tag line to your introduction. For example, if you say "I am Jane Doe, and I am a cookie baker at Pillsbury" then the person will respond by telling you what they do. This puts you in a position to ask an open-ended question about the other person's work. Examples she gives are: "Tell me about the work that you do.", "What is your history with the company?", "How did you get into that line of work?", "What are some of your responsibilities?", "What do you enjoy most about your work?", "What are the greatest challenges of your work?"

These are generic question stems that can be used for topics other than work. "Tell me about your family, kids, pets, hobbies, position, club, etc.", "What do you enjoy most about shopping, football, this club, owning a fast car, being unemployed, etc?"

Of course you want to share some about yourself so you are not grilling the other person, but if you still need some ice breakers, here are some other recommended conversation starters: "Tell me about your favorite restaurant." "Describe the town you grew up in." "What would you be doing, if you weren't doing what you do know?" For a couple, ask "How did you two meet?" or "How do you two know each other?" For organizations, you can ask: "What got you into ___?" or "How did you get involved?", "What issues matter to you?"

With all of these it is genuine interest in the other person that makes it work.

Membership Corner

Dinner Hostess—In an effort to continue to be the "friendliest accounting group on town" we are providing dinner hostesses to new members and guests. If you would like to volunteer to be a dinner hostess, please contact **Glenda Moehlenpah** at awsamembership@yahoo.com.

Membership Renewals—Just a reminder that it's **not too late to renew** your membership. You don't want to miss out on the great benefits of belonging to ASWA! These benefits include strong network of personal and professional relationships, information about local employment opportunities, opportunities to develop your leadership and business management skills, monthly chapter newsletter, stimulating presentations, inexpensive CPE credits, interesting conversation with friendly accountants, nice meals, raffle prize, and opportunities to help with scholarships and charitable activities.

You can even renew your dues online. Simply go to www.aswa.org to access your renewal form and make your secure payment online via credit card. Look for the heading "Renew Your Dues Online" located on the home page. The process only takes a few minutes to complete. Or you can print the form and send it with your payment to ASWA's lockbox. The complete instructions are on the website. If you would like assistance or need a duplicate renewal notice sent by regular mail, feel free to contact **Glenda Moehlenpah**, Membership Director.

Name Badges—Have you lost or misplaced your ASWA name badge? Or do you have a name change? You can obtain a replacement badge anytime by contacting **Glenda Moehlenpah** to order a new one.



Member Focus

Do you have exciting news to share? Then go ahead and toot your horn! We would like to hear about professional achievements, job changes, academic accomplishments, engagements, weddings, births, etc. Or, report the good news for someone else. Submit your announcements for next month's Member Focus to the Editor.

Check out our web site for the latest information regarding meetings and ASWA San Diego: www.aswasandiego.org

ASWA is a not-for-profit membership organization with the purpose of enabling women in all fields of accounting to achieve their personal, professional and economic potential and to contribute to the future development of the profession.

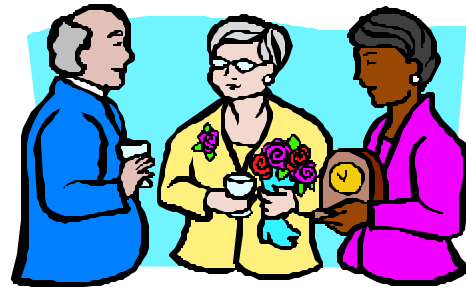
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Member Birthdays

Karen Liang	2/01
Marilyn Dreyer	2/06
Masako Flores	2/20
Kathy Culver	2/23
Jen Borromeo	2/24
Marcelle Rossman	3/01
Sandra Berry	3/19
Tami Brennan	3/19
Virginia Fellows	3/24
Krista Ross	3/25



CALENDAR OF EVENTS

- Thurs. Feb. 17** Board Meeting-4:45 p.m.
Monthly Dinner Meeting-5:30 p.m.
Pride Hotel
5975 Lusk Blvd., Sorrento Mesa
Phone: 858-558-1818
All are welcome!
- Fri. Feb. 25** Newsletter Deadline
Please submit any news, announcements or job opportunities to Karen Ballek at bythebookske@yahoo.com or via phone at 619-672-1998
- Thurs. Apr. 21** Board Meeting-4:45 p.m.
Monthly Dinner Meeting-5:30 p.m.
Pride Hotel
5975 Lusk Blvd., Sorrento Mesa
Phone: 858-558-1818
All are welcome!