WHAT'S NEW

Checkpoint Engage™ (Onvio)

This document provides new and updated items that were included in each release of Checkpoint Engage™. (Each product requires a separate license.)

Checkpoint Engage product support email: checkpointengage.support@thomsonreuters.com

Documentation available on our Checkpoint Engage Customer Help Center:

http://support.checkpoint.thomsonreuters.com

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2019 Release Information

September 2019

Risk Assessment Module

- **Suggest Limited Approach** – beginning with the 2020 edition of Checkpoint Engage titles you will receive a suggested Audit Approach of 'Limited' whenever an Audit Area is marked as 'Non-Significant'. When you rollforward 2019 and earlier engagements, the application maintains your prior Audit Approach, but we suggest you select 'Limited' approach for the 2020 engagement. Non-significant audit areas where Limited approach has not been used will be included in the diagnostic report.

August 2019

Checkpoint Engage Internal Control

- **Internal Control Rollforward** – you are now able to rollforward responses for CX-10.1 - Test of Controls form
- **Internal Control Rollforward Diagnostics** – unaffirmed responses on CX-5 will be caught on Diagnostic report to alert user with responses not yet affirmed

July 2019

Checkpoint Engage Internal Control

- **Internal Control Rollforward** –With this initial release you can now proforma your workpapers with two options: 1) with responses retained, and 2) without retaining your responses. You will be able to bring forward settings and customization from the prior period engagement and have the option to rollforward identified risks associated with (linked to) an audit area and transaction class.

- **Affirming rollforward responses** – After rolling forward you will need to affirm your prior responses. Use the 'Affirm' and 'Affirm All' buttons to confirm responses and expedite the current engagement.

- **Diagnostic reports** – Unaffirmed responses within CX-4.1, CX-4.2.1, CX-4.2.2, and CX-10.1.2 are noted on Checkpoint Engage diagnostic reports to alert you to responses that have not yet been affirmed.

- **Upcoming releases** – we will continue enhancing the Internal Control rollforward functions in subsequent releases. Some of the items planned for next month and beyond are:
  - Option to rollforward workpaper reference and comments on 'CX-10.1 – Test of Controls' form.
  - Diagnostic for unaffirmed responses on CX-5 form.
  - Controls and Test Procedures modified by Thomson Reuters in the newer edition of the title will be available in the rolled forward engagement.

Checkpoint Engage PCR

- **Pre-release** – our Preparation, Compilation, and Review module is available as initial release for use with titles:

  - **2018 – Checkpoint Engage – Compilation and Review Engagements (OPCRQ)**

  - **2018 – Checkpoint Engage -Audits of Nonpublic Companies (OPBSQ)**

  - **2019 – Checkpoint Engage - Audits of Nonpublic Companies (OPBSQ)**

  - **2018 – Checkpoint Engage for Audits of Nonprofit Organizations (OPNOQ)**

  - **2018 – Checkpoint Engage for Construction Contractors (OPCNQ)**

    (For further details on PCR product please see *What's New Checkpoint Engage PCR*)

May 2019

Checkpoint Engage

- Chevrons for expand and collapse – The +/- buttons have been replaced with single and double chevrons for expanding and collapsing subtext.
- Enhanced the placeholder workpaper reference link – selecting a workpaper reference link now provides a popup message that includes the text you entered when adding an AdvanceFlow placeholder document.
- Disclosure Affirm All – after rolling forward an engagement you can now use the "Affirm All" feature to affirm all procedures associated with the checklist, including items on other tabs or topics that are not displayed.
- Added copy/paste for multiple workpaper references – allowing you to select multiple workpaper references from different cells within an audit program and paste them all into a single cell in that audit program.
- Eliminated the expand/collapse where no sub-procedure exists – for procedures that do not have sub-procedures, or child-procedures, we have removed the expand/collapse chevron.
  - Note: If you move a procedure to the position of sub/child, you must use Expand All to view all procedures.

The following items have been corrected in this release:

- Right Click options are not displaying for the NA/Performed by column in AP Completion
- Rollforward Sync – rollforward settings are not persisting in Workpaper Properties
- Few Filtering questions are not shown in CX-0.2 document (co 03.12)
- Adding comments in pop up is not wrapping text correctly
- Changes to workpaper roll-forward options in Binder Template do not appear in new project
- Affirm is not removed after editing the data in disclosure roll-forward
- We have fixed a bug related to Disclosure roll-forward that incorrectly merged source and template checklist information

April 2019

Checkpoint Engage – Risk Assessment Summary Form

- **Risk of Material Misstatement (RMM) calculation** has been revised to default to *moderate* rather than *low* when Inherent Risk is assessed as *low* and Control Risk is assessed as *high*.
  - The blue link for RMM has been updated to show the formula and the revised warning message text.
  - The change is effective for 2019 title editions or later and only when creating the initial risk assessment or making subsequent adjustments. Risk assessments in your existing engagements remain unchanged.

Checkpoint Engage – Completion View

- **Set default for audit program view** – audit program screen has been redesigned to allow you to select your preferred opening default view as either Design or Completion view.
- **Multiple workpaper references** – audit programs now allow you to add multiple workpaper references within the "Add Workpaper Reference" text box.
- **Copy/paste workpaper reference** – the audit program completion view now includes options to copy and paste workpaper references in the "Workpaper Index" column and in the dropdown menu in the "Workpaper Index" column header.
- **Enhanced performance of workpaper referencing** – the audit program workpaper referencing text box has been modified to load available items on-demand rather than all at once. This allows faster access to the document(s) you wish to reference.

March 2019

Checkpoint Engage – Disclosure has been completely redesigned to make completion and review faster.

- o Items in the Topics tab load faster.
- o Subtopics are listed in a new left-hand pane to speed navigation within the checklist, and a visual indicator appears next to competed subtopics.
- o Scrolling has been improved to increase speed and reduce jumpiness.

We resolved an issue where deleted workpaper references in audit programs reappeared in rolled forward engagements in certain circumstances.

We have removed the option to assess risk by audit area in total. We believe it is a best practice to always assess risk at the assertion level, and misuse of the option could potentially result in audits being identified as nonconforming during peer review. If you previously assessed risk for an audit area in total, your assessment is now considered the same for all assertions in that audit area.

In Checkpoint Engage – Internal Control, some industry titles always selected "Adjusting Foreign Currencies" as a significant transaction class under Financial Close and Reporting. You may now optionally select that transaction class as significant.

2018 Release Information

We understand that some you have been experiencing issues with Checkpoint Engage, and we want you to know that resolving these issues is a high priority for us. We value you as our customer, and we take very seriously the trust that you place in us. Our development teams are working at a very high priority level to resolve these issues as quickly as possible. Thank you for your patience.

September 2018

Users are now able to create Master Binder Templates. This will allow you to:
- Create a new template
- Rollforward a template
- Create an engagement from a template
- Rollforward merge an engagement with a template

To create a new Master Template

Navigate to the Checkpoint Engage Application ➡ Select Setup ➡ Binder Templates ➡ New Template. Enter a Template name ➡ Select "Save and Close". To begin work on the Project, click on the Template name from Setup ➡ Select "Enable Checkpoint Engage" Radial ➡ Select Checkpoint Engage Setup.

You can also import a SMART Practice Aids Master Engagement.

To create a Project from a Master Template

Create a Project and navigate to Document Storage at the bottom of the window. Using the drop down, select the Document Binder Option ➡ Select the applicable Binder Template.

June 2018

Checkpoint Tools Online Delivery has been developed to enhance the user experience of our Thomson Reuters Cloud Audit Suite. Users, who are also licensed for PPC's Practice Aids in the desktop version of Checkpoint Tools, will have access to Checkpoint Tools Online Delivery via the Cloud. No additional licensing fee is required for use.

- This new functionality is used for PPC's Practice Aids, 2017 and subsequent editions, and provides access to two (2) years of licensed titles.

- Checkpoint Tools desktop framework is still required for PPC Add-in to function with MS Office products.

- Titles will no longer need to be installed locally.

- Once a Practice Aid document is added, it will function normally and within its native application.

Checkpoint Tools Online Delivery is available from within the project engagement binder. Simply select the folder to which you want to add Checkpoint Tools Word and Excel documents \ select New \ Checkpoint Tools \ select PPC's Practice Aids title from the left navigation pane \ select PPC's Practice Aids document to add to the engagement binder.

Note: Rollforward for Checkpoint Tools Online has not yet been implemented. Checkpoint Tools documents will be included or excluded during the rollforward process.

The following items have been identified and will be corrected in a future release:

- Import – In certain experiences, SMART import into Checkpoint Engage is incomplete. Please contact Customer Support if needed.
- CS-1.2 - In 2018, the editors changed the CX-1.2 document from an optional form to a required form. If a user rolls forward a 2017 (or earlier) title to 2018, the CX-1.2 document is added to the engagement but will appear at the top of the engagement binder.

April 2018

April 19th

- Audit Programs:
    - Users will experience faster responses while clicking or scrolling on Audit Programs.
    - Linkage view will not be available on the right side, but instead will open as a separate window.
- CX-8 Enhancements:
    - CX-8 is now formatted with dollar signs and commas.

- Users can enter negative numbers into the 2 fields on the CX-8 forms –
    - 'Dollar amount of misstatements noted in the sample'
    - 'Dollar amount of misstatements noted in items tested 100% (dollar amount of misstatements found when testing individually significant items)'
- Disclosure Multi-Tabs: The Disclosure workpaper is now divided into multiple checklist tabs, providing improved performance when navigating disclosure checklist requirements.

  Please note the following functions are not supported in this release:
  - Drag and drop functionality across tabs
  - Internal Links are not actionable
  - Expand All functionality is disabled on Disclosure Topics tab; however, it is available on Disclosure Checklist tabs.
- Users will see improved performance when they *create* or *edit* the engagement.
- Finalize Workpaper within Multi-User Environment
  - If a user is working on a workpaper, other users will not be allowed to finalize the workpaper and will receive the alert message 'Unable to finalize workpaper'.

The following items have been corrected in this release:

- Some disclosure checklist questions are not numbered.

- Some disclosure checklist questions appear twice.

- The workpaper reference link sometimes does not display inside the comment box.

The following items remain open and will be corrected in a future release:

- When the window is small, the tabs move continuously. The suggested workaround is to maximize window or click on right/left navigation option.

- Disclosure
    - On the CX-13 form, the full tab name is not displayed in completion in the last tab.
    - While navigating across tabs with unsaved changes and selecting 'Don't Save' button on multi tabs, changes are retained.
    - Selecting checklists, answering and saving responses on checklist and coming back to topics tab to unselect parent topic is not removing tabs for ALG 17.
    - After adding a custom requirement, the numbering is duplicated in Part 2—Other Disclosures.
    - The non-custom requirements or PPC procedures are missing when a custom requirement is added as a sibling to it.

- On the audit program the TAB key would not be fully functional and would continue to have the following limitations:
    - In the Categories section: Users cannot use tab key, to move from one field to another, unless they are expanded.
    - In case of Conclusion section: Users cannot use tab key to move from one field to another, unless it is expanded.
    - Users will need to use the mouse to insert sign off and workpaper reference links.

- CX-7.1 forms, RMM values are not disabled.

- Some users receive an error message stating their session may have expired when accessing Checkpoint Engage documents.

- Create engagement returns an error when engagement type is blank.

- When a user tries to insert a workpaper reference link in a text box that has been enlarged to full screen:
    - The WP reference dialog is not visible and displays behind the text box screen;
    - The Legend bar displays at the bottom of the screen.

- Checkpoint Engage documents that are delivered as Excel files (e.g., ASB CX-9.2) cannot be edited unless the corresponding Checkpoint Tools title is installed locally.

- Quick Start – For ASB and DLR titles CX-4.2.2 Q2a Table data is missing.

- Adding documents via WP links does not add the workpapers.

- Workpaper Reference link not deleted after deleting the workpaper.

April 6th

The following items have been corrected in this release:

- Disclosure – Some disclosure checklist questions previously appeared twice. Notes on the duplicate procedures will now be linked when the user updates the checklist.

The following items remain open and will be corrected in a future release:

- Disclosure – Intermittently, when users click the Check for Update option, the latest checklist is not being displayed.

March 2018

The following items have been corrected in this release:

- Release workpaper locks that are 12 hours and older. This will help resolve potential multi-user lock issues.

- The PDF generation process has been changed so that users can continue working while PDF documents are being generated.

- Improved performance in the process of adding workpaper reference links.

- Corrected an issue when a planning form question/Disclosure Checklist question is marked as N/A and then a PDF is generated out of it, all the sub-items under it are being mentioned in the PDF which is of no use when the answer is marked as N/A. These questions under the topic are now hidden in the both UI and in the generated PDF.

- Disclosure – Interactive Disclosure Requirements – User can see an extra column displaying requirements relative to the example in Interactive Disclosure Requirements example. This change will be effective for new titles released for the year starting in April 2018.

The following items remain open and will be corrected in a future release:

- Some users receive an error message stating their session may have expired when accessing Checkpoint Engage documents.

- Create engagement returns an error when engagement type is blank.

- A client engagement created from template engagement doesn't carry forward Risk Assessment and Audit Programs for custom audit areas.

- Checkpoint Engage documents that are delivered as Excel files (e.g., ASB CX-9.2) cannot be edited unless the corresponding Checkpoint Tools title is installed locally.

- Workpaper References
  - When a user tries to insert a workpaper reference link in a text box that has been enlarged to full screen, the WP reference dialog is not visible (displays behind the text box screen).
  - When a user tries to insert a workpaper reference link in a text box that has been enlarged to full screen, the Legend bar displays at the bottom of the screen.
- Disclosure
  - Some disclosure checklist questions are not numbered.
  - Some disclosure checklist questions appear twice.
  - When a user adds requirements to the disclosure checklist, requirements re-number, which could make them out of sync with requirement numbers referenced in the example disclosures.
  - Disclosure - After adding a custom requirement to a topic the numbering is duplicated in Part 2-Other Disclosures
  - Disclosure - The non-custom requirements or PPC procedures are missing when a custom requirement is added.

February 2018

Generation of PDF

Client name and financial statement date are added on the generated PDF document in Onvio.

Finalize Workpaper

To finalize an individual workpaper, from the Project binder, select the document(s) to be finalized, click "Manage" and select "Protect".

Once the document is finalized, a lock symbol will appear next to the document name

To view:
  - Checkpoint Engage documents open in View mode and are locked for editing
  - Non Checkpoint Engage documents can be viewed by clicking the Preview icon next to the document name in the Project binder. If there is a workpaper reference within Checkpoint Engage to that document, the document can be downloaded; however, any changes made to the document will not sync to Checkpoint Engage.

The following items have been corrected in this release:
- Workpaper References to documents in the Project Binder would change after adding them in Audit Programs.
- Workpaper Reference links inserted by users in audit programs (Completion View) would not save.
- Comments entered in audit programs would not save if Expand All was used.

- Signoffs entered in audit programs would not save.

- If a user creates a new Quick Start engagement, the binder is not available. The engagement is created, but Onvio displays a message saying the binder isn't available until rollforward is complete. The issue does not affect existing engagements that were previously created with Quick Start.

- Data entered in table at the bottom of the CX-4.3.2 planning form is not saving.

The following items remain open will be corrected in the 3/22/2018 release.

- User can finalize a workpaper when another user has a lock on it.

- Checkpoint Engage documents that are delivered as Excel files (e.g., ASB CX-9.2) cannot be edited unless the corresponding Checkpoint Tools title is installed locally.

- Error 401 Session may have expired messages.

- Disclosure Checklists: questions not numbered, duplicate questions, topic selection not displaying checkmarks.

- SMART import errors.

- Slowness related to sign-off, scrolling, adding comments.

2017 Release Information

December 2017

- Finalize an Engagement Binder

  You can now finalize a binder to protect all documents from further updates, remove workpapers marked as Delete on Finalize, delete all comments, and permanently empty the recycle bin for the project.

  - From the Binders tab, click Actions and choose Finalize Binder.
  - The following actions occur when you Finalize a binder.
    - All items in the project binder are locked and cannot be modified.
    - Workpapers marked as Delete on Finalize are permanently deleted—including comments—unless you choose to retain the workpaper.
    - All items in the Recycle Bin for the binder are permanently deleted.
    - A lock icon appears next to the top folder of the binder which indicates that all documents in the binder are locked, and a Binder has been finalized message appears above the binder list.
    - A lock icon appears on the Binder tab so that even when you're not in the Binder tab you can see when a binder is finalized or not.

October 2017

- Ability to create multiple documents to generate to PDF.
    - In the binder, place a checkmark in front of the documents to generate
    - From the Manage menu, select Generate to PDF
    - Note: Your browser settings may prompt you to allow downloads.

- Ability to delete CX-2.1 Financial Statement Materiality Worksheet
    - Allows more flexibility between the CX-2.1 and the CX-8, if the CX-2.1 is deleted and not present in the engagement, the tolerable misstatement value can be entered manually on CX-8 Planning Substantive Procedures.

August 2017

- Organize folder structure using Drag & Drop functionality from left pane in Checkpoint Engage Engagement Binder

July 2017

- 2016 Editions of HUD Audits, Audits of Oil and Gas Entities, Audits Under International Standards (separate license for each)

- Quick Start content for small non-complex engagements (formerly known as SMART Start) allows you to create your engagement using a pre-populated set of planning content tailored for a small, non-complex entity, rather than starting with blank forms. It is critical that you revise and tailor the planning information based on your own audit judgment and the client's unique operating environment and risks. Quick Start content is available for Audits of Nonpublic Companies, Nonprofit Organizations, Local Governments, Construction Contractors, Employee Benefit Plans, Dealerships, Homeowners' Associations, and HUD Audits.

- Additional Checkpoint Engage Disclosure functionality to tailor checklists and search hundreds of example disclosures (separate license)