

# Adding an Existing Control or Objective to a Risk

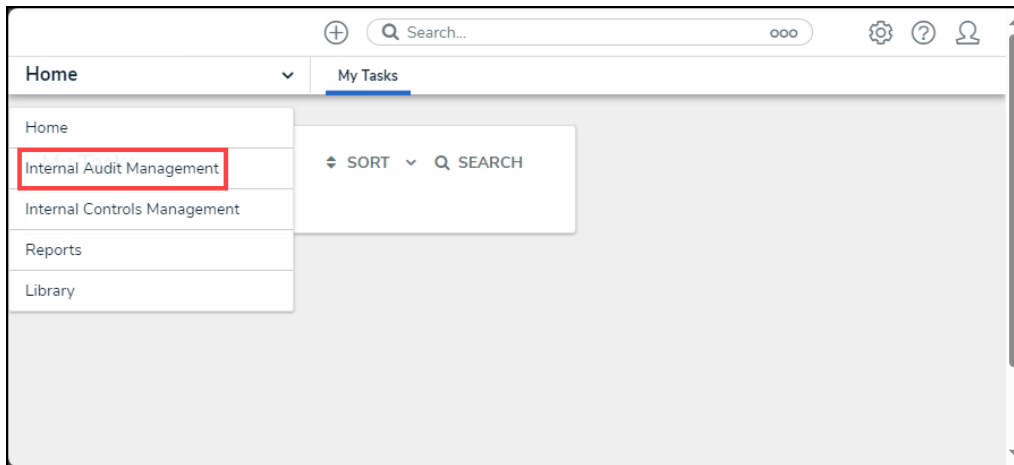
Last Modified on 05/31/2024 1:33 pm EDT

## Overview

Users can add an existing Test, Document Request, Policy, Corrective Action, or Issue to a control instead of creating a new one.

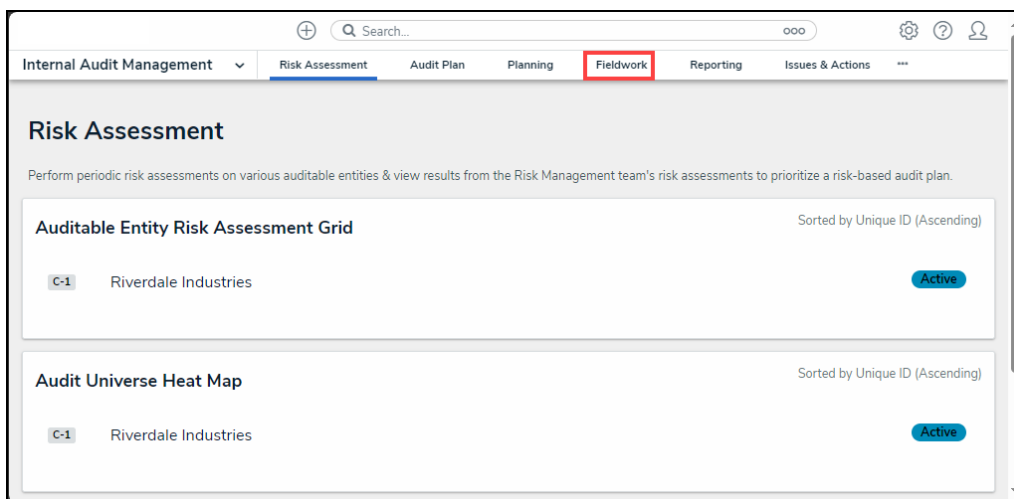
## Navigation

1. From the **Home** screen, click the **Home** dropdown and select the **Internal Audit Management** link.



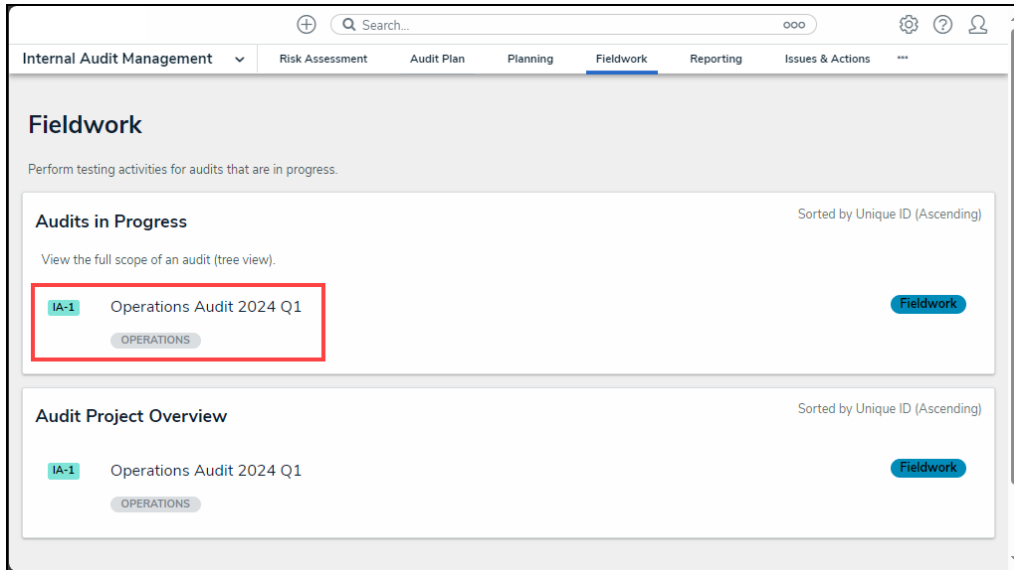
*Home Dropdown*

2. From the **Risk Assessment** screen, click on the **Fieldwork** tab.



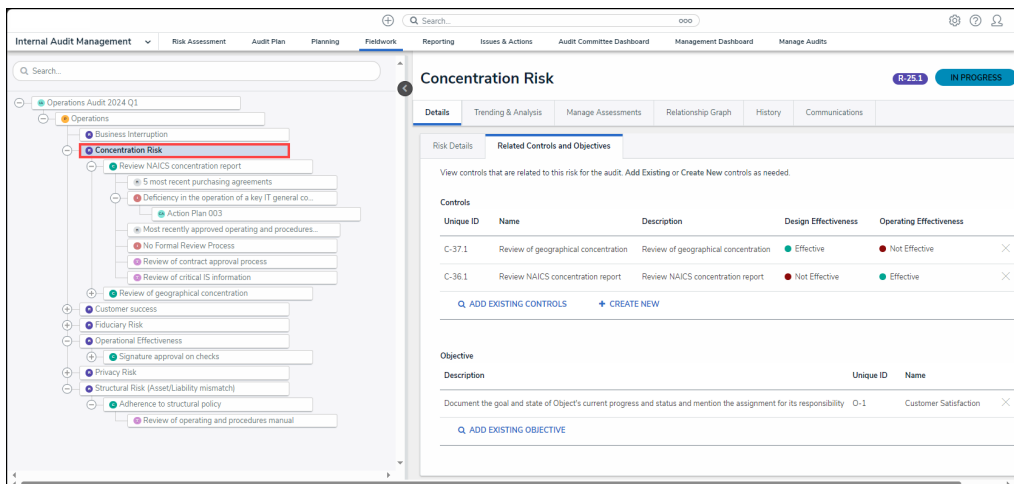
*Fieldwork Tab*

- From the **Fieldwork** screen, click on the **Internal Audit** report name that contains the **Control Test** you want to perform from the **Audits in Progress** section.



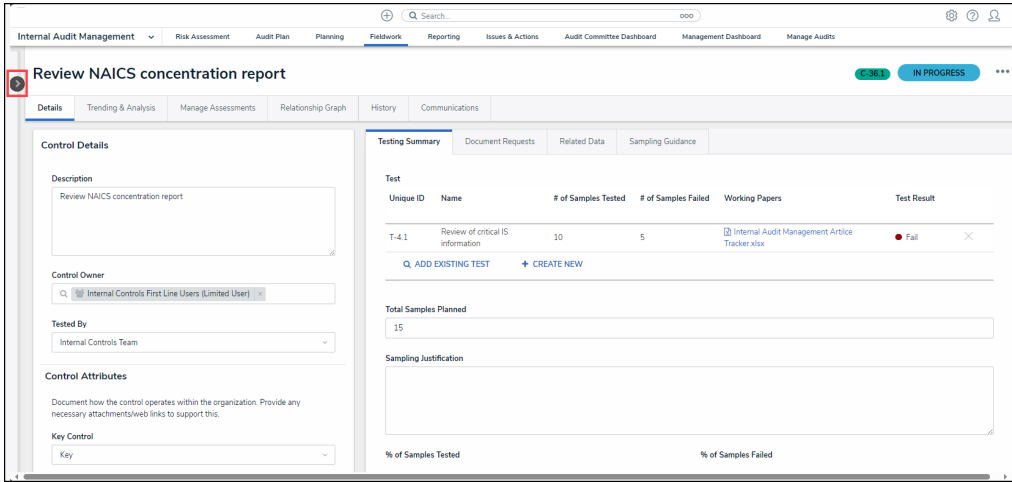
*Internal Audit Report*

- From the **Audit Project Overview** screen, click on the **Expand** icon on the **Navigation Tree** to expand the nodes until you find the desired control.
- Click the control to open the **Risk Details** screen. Risks are indicated with a **R** icon next to the risk name on the node.



*Risk Node*

- Click the **Collapse** Icon to collapse the **Navigation Tree**.

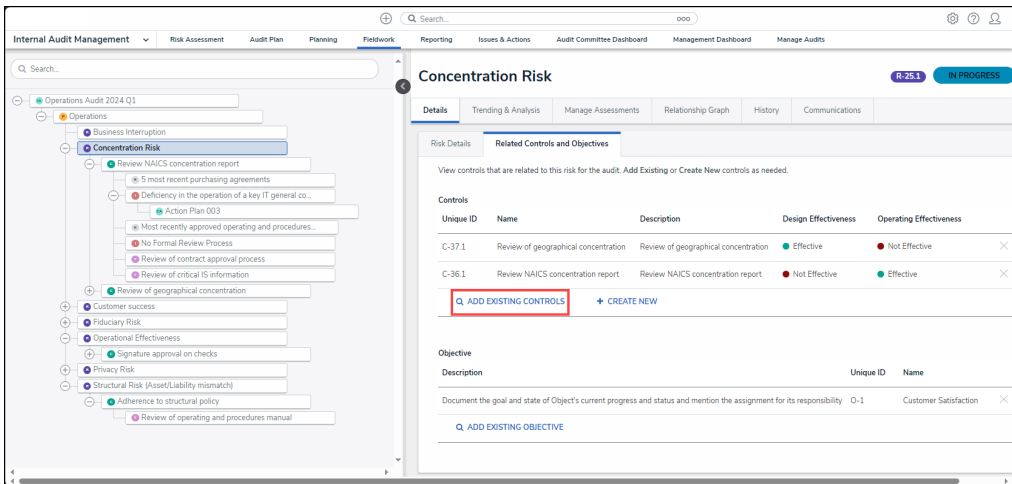


*Collapse Icon*

## Adding an Existing Control or Objective to a Risk

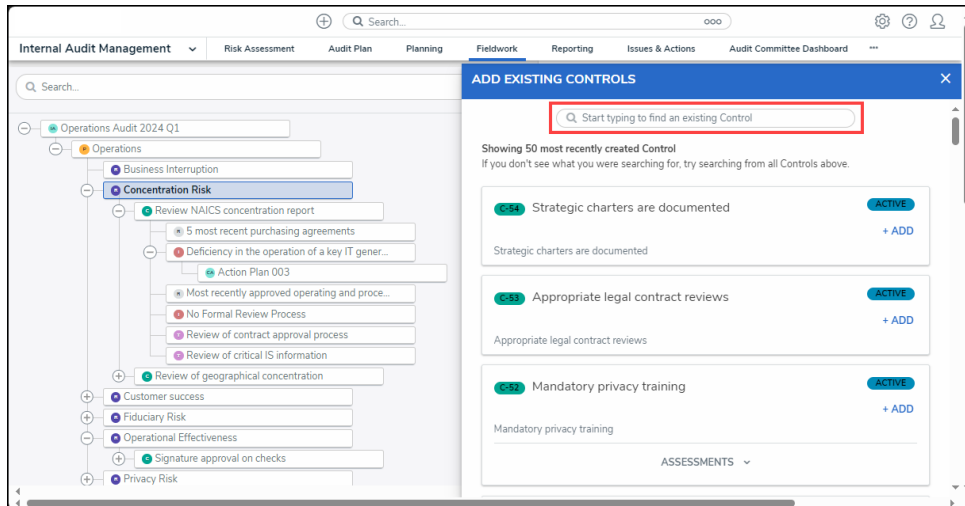
The process for adding an existing control or objective to a risk is the same. The only difference is the navigation. For this illustration we will be adding a control to a risk.

1. From the **Risk Details** screen, click the **Add Existing Controls** link.



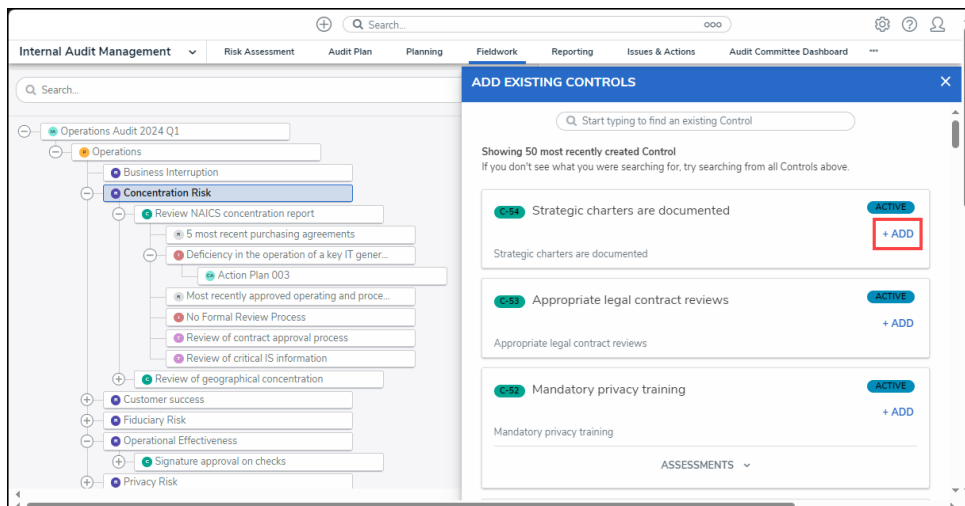
*Add Existing Controls Link*

2. From the **Add Existing Controls** pop-up, enter a test name in the **Search** field if the control you are looking for is not listed under the 24 most recently created controls list.



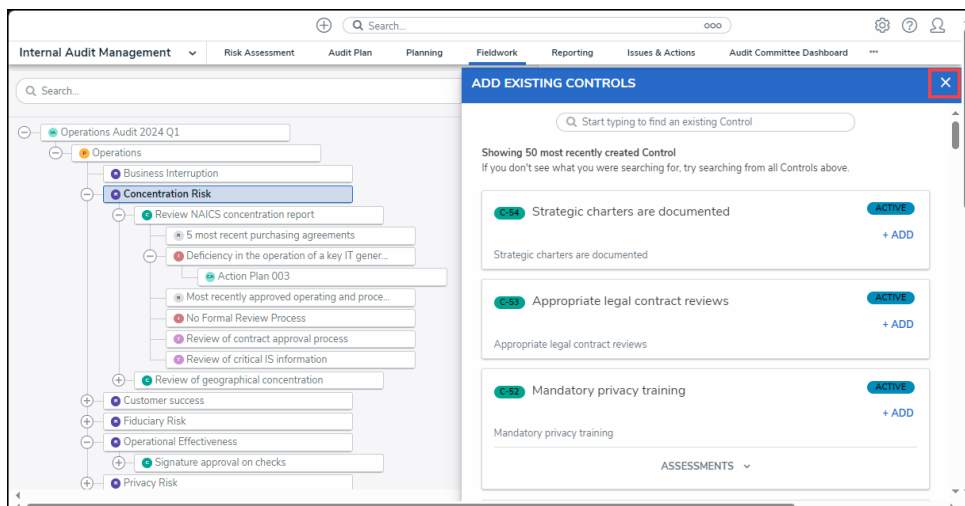
*Search Field*

3. Click the **+ Add** link to add the control to the risk.



*+ Add Link*

4. Click the **x** icon to close the **Add Existing Control** pop-up.



5. The selected control will be listed under the **Controls** table on the control.

The screenshot displays the 'Internal Audit Management' interface. On the left, a tree view shows the audit structure, with 'Concentration Risk' selected. The main panel shows the 'Concentration Risk' details, including a 'Related Controls and Objectives' section. This section contains a table of controls related to the risk.

Unique ID	Name	Description	Design Effectiveness	Operating Effectiveness
C-54.1	Strategic charters are documented	Strategic charters are documented	Effective	Not Effective
C-37.1	Review of geographical concentration	Review of geographical concentration	Effective	Not Effective
C-36.1	Review NAICS concentration report	Review NAICS concentration report	Not Effective	Effective

Below the controls table, there is an 'Objective' section with a table listing objectives:

Description	Unique ID	Name
Document the goal and state of Object's current progress and status and mention the assignment for its responsibility	O-1	Customer Satisfaction

Controls Table