



## This Month's Meeting

### **Jumpstart Your COBIT Implementation: Partner with Your Clients and Customers to Add VALUE**

**D**o you know where your technology risks are hiding? Implementing COBIT will jumpstart your ability to uncover them.

COBIT is emerging as the uniform standard in information technology control. First released in 1996, it is based on the philosophy that IT resources need to be managed by a set of naturally grouped processes in order to provide the information an organization needs to achieve its control objectives.

COBIT consolidates and harmonizes standards from prominent global sources into a critical resource for management, control professionals, and auditors.

Daniel Buckley and Meredith Connor, both of Arthur Andersen, will give a high-level overview of COBIT, as well as share experiences and lessons learned with the tool. The discussion will focus on using COBIT to provide structure in a complex information technology environment.

## President's Message

**W**e are at the half way point in our chapter year. This doesn't seem possible already. As I noted last month, we are turning our focus to planning next year's programs and Board members. At our next Board meeting (February 10, 1999), we will be identifying Board members who wish to return to the Board. If you are interested in a Board position, please call me and let me know what position you would be interested in. Remember, being a Board member requires little time and is very rewarding both professionally and personally.

The next challenge will be identifying programs and speakers for next year. Coming up with interesting and relevant topics; and finding competent, technically proficient and energetic speakers to present the material is a challenging task. We have a wealth of talent within our chapter who may be willing to speak. If you or anyone you know would like to speak at one of our chapter's meeting feel free to contact one of the Board members to discuss the possibilities.

Hope to see you at February's meeting.

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### **Meeting Details**

**When:** Wednesday, Feb. 10  
10:30AM Board Meeting  
11:30AM Registration  
12:00PM Lunch  
1:00PM Seminar  
4:00PM Seminar Ends

**Where:** Country Inn Hotel  
2810 Golf Road  
Pewaukee, Wisconsin

**Cost:** \$20 Chapter Members  
\$25 Nonmember

### **For Reservations Contact:**

Brian Treinen  
Johnson Controls, Inc.  
P.O. Box 3050  
5757 N. Green Bay Ave.  
Glendale, WI 53209  
(414)228-2680

E-mail: [brian.m.treinen@jci.com](mailto:brian.m.treinen@jci.com)

*When registering, indicate your name, company name, and member/nonmember status. Reservations must be received by 12:00PM Monday, Feb. 8. No cancellations will be accepted after the reservation deadline.*

**No shows will be billed!**

## **YEAR 2000 COUNTDOWN**

**L**og on to the ISACA web site to see how many days, hours, minutes and seconds are left until the Year 2000. Visit [www.isaca.org/yr2000.htm](http://www.isaca.org/yr2000.htm) for the Y2K Countdown and randomly selected year 2000 quotations, statistics and facts.

**KETTLE MORAINÉ CHAPTER OF ISACA  
CHARTERED 1981**

Find us on the Web at:  
<http://www.execpc.com/~isaca-km>

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Roger Naegeli, CISA  
MGIC Investment Corporation  
P.O. Box 488  
Milwaukee, WI 53201  
(414)347-2689 Fax (414)347-6696  
e-mail: Roger\_Naegeli@mgic.com

*Last Month's Meeting*

Despite the weather, there was a good turnout for the joint meeting we had with WASM in January. Craig Andersen of Grant Thornton and Shaun Abshere, Director at WiscNet spoke to a group of WASM and ISACA professionals.

Craig spoke on "Protecting Your Network for Internet Access". During his presentation Craig examined the current Internet environment from a security point of view; clarified some terminology and jargon; established a balanced view of the network security spectrum; discussed a framework for evaluating your organizational goals within that spectrum; and defined the steps toward a solid security policy. Craig reminded us that the majority of security threats come from internal threats (i.e., authorized employee, unauthorized employee, former employee, contractor/consultant), not external parties. In addition to explaining some of the IT jargon, Craig provided two good sources of IT definitions: "www.zdwebopedia.com" and "www.instanweb.com/foldoc". Craig outlined the basic action plan for developing a security policy including: Understanding security goals; Identifying and understanding four basic elements (i.e., vulnerabilities, threats, attacks, and countermeasures); Characterizing the risks; Identifying the desired countermeasures; and Formulating a policy to formalize, operationalize and maintain the action steps that support the security goals.

Shaun's topic of "From Internet to E-Commerce: How Business, Education & Government Will Evolve a 21<sup>st</sup> Century Network". WiscNet is a non-profit association created in 1990 to provide access to global network resources and data communications for Wisconsin organizations. Shaun fascinated the group by explaining the WiscNet network and its uses in Wisconsin. Namely, WiscNet is a "value added" network whose primary focus is education, research and public services. In this context Shaun also explained the changes which will be occurring in the network to provide future access.

We want to thank Craig and Shaun for giving an informative and interesting set of presentations". 4 of 6 evaluations received rated the first presentation as "Good" to "Excellent" and the 5 of 6 evaluations received rated the second presentation as "Good" to "Excellent".

- submitted by Mary Luebke, President

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We would like to express our appreciation to WASM for inviting us to join them at their regular January meeting. Later in this news letter you will find a summary of this meeting. All members should have received an invitation to February's meeting. This format was an experiment, so let your Board members what you think of the idea. Remember, we can send this type of notice in the mail or via e-mail. Let us know your thoughts.

- Mary Luebke, President (414)274-8106

## Looking for a better way to develop software? Follow these Ten Commandments

By Christopher M. Giglio

**T**he key to successful software development is remembering that it is a vocation. Good developers are often assigned titles of "guru" or "wizard," implying that they bring a certain amount of mysticism to the project. Nothing is further from the truth: To develop software successfully, all you need is common sense and a little experience. Below, I submit 10 tried-and-true tricks of the trade that will help to establish a firm foundation for successful software development.

1. *Perform a cost justification.* A solid cost justification will not only strengthen your conviction about the task, but it will build confidence with management.
2. *Make a schedule.* A schedule helps organize your tasks in a logical sequence. Include milestones that will give people targets to shoot for and that will act as early-warning devices for detecting problems. Make sure everybody gets a copy of the schedule and post the latest version in a conspicuous place.
3. *Give your staff ownership.* If everyone has a stake in the project, you will increase your chances of success. Let full-time employees know that a successful project will factor favorably into their performance appraisals. Provide an incentive for contract employees to stay until the project is completed.
4. *Create a specification.* This is your primary tool for communicating requirements to developers. A solid specification should include the following: the objective; job scope; application requirements; hardware and software requirements; validation and verification requirements; and administration and support requirements.
5. *Get end-users involved in the project early.* When end-users are involved throughout the entire life cycle of the project, you greatly increase your chances of building something they will use and appreciate.
6. *Don't put all your eggs into one programmer's basket.* A common mistake that project managers make is to have one programmer as the primary developer. However, this means that development cannot take place without this individual. The resulting bottleneck slows down development, overly stresses your programmer, and results in code that only one person understands. Break the system into its basic components so more than one programmer can work on the project simultaneously. A lead programmer should coordinate these efforts to make sure all the pieces fit together.
7. *Avoid the prototype trap.* Resist the temptation to show the application too soon. If the curtain goes up and the application doesn't perform as expected, support for your work will erode. However, by putting off the demo until the application is nearly completed, you run the risk of having to rework the project, which can be costly. Avoid this trap by developing the software's critical features early in the life of the project and demonstrating them with the understanding that they are parts of a greater work in progress.
8. *Test the application on the end-user environment.* The system may work fine for developers on their Pentium II PCs with 128MB of RAM, but if the average end-user has to run the application on a 133 MHz machine with 16MB of RAM, there may be problems.
9. *Plan for long-term maintenance.* Spending money on bug fixes, enhancements, and new releases can save a bundle when compared to the cost of abandoning a neglected application and developing a new one.
10. *Develop a turnover package.* Provide the end-user with formal training on how to use the application. Supply a user's guide detailing the system. Publish a list of application support contacts that can give general assistance, make program enhancements, and fix bugs. And finally, explain any outstanding programming issues at the time of turnover. This will prevent users from stumbling into a module that isn't fully developed.

By utilizing these tricks of the trade, you will be well equipped to meet the current challenges associated with software development. Of course, the industry is changing rapidly and software development strategies need to be flexible enough to change with it. In other words, these Ten Commandments aren't written in stone.

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## Why we need reviews.

In an ancient monastery in a far away place, a new monk arrived to join his brothers in copying books and scrolls in the monastery's scriptorium. He was assigned as a rubricate on copies of books that had already been copied by hand.

One day, while working on the monks' Book of Vows, he asks old Father Florian, the Armarius of the Scriptorium, 'Does not the copying by hand of other copies allow for chances of error? How do we know we are not copying the mistakes of someone else? Are they ever checked against the original?'

Fr. Florian was set back a bit by the obvious logical observation of this youthful monk. 'A very good point, my son. I will take one of the latest copies of the Book of Vows down to the vault and compare it against the original.' Fr. Florian went down to the secured vault and began his verification.

A day passed and the monks began to worry and went down looking for the old priest. They were sure something may have happened. As they approached the vault they heard sobbing and wailing... they opened the door and found Fr. Florian crying over the new copy and the original, ancient Book of Vows, both opened before him on the table. It was obvious to all that the poor man had been crying his old heart out for a long time.

'What is the problem, Reverend Father???' asked one of the monks.

'Oh, my Lord,' sobbed the priest, 'The word is 'CELEBRATE'!!!'

And this is why we need reviews.

## IFAC Releases Exposure Draft

The International Federation of Accountants' (IFAC) International Auditing Practices Committee (IAPC) released an exposure draft of a proposed International Standard on Auditing (ISA) on External Confirmations. Comments are requested by March 31, 1999. To obtain a copy of the exposure draft, contact the IFAC secretariat at (212)286-9344 or visit the IFAC web site at [www.ifac.org](http://www.ifac.org).

## Standards Board Update

In January, the Standards Board reviewed comments received on guidelines sent out for exposure during the previous six months. Each comment is evaluated and appropriate revisions are made to the guideline to which it pertains. The Standards Board continues to rewrite the Statements for IT Auditors and replace them with Guidelines. A complete list of current Standards, Statements and Guidelines is published in each issue of the *IS Audit and Control Journal*. All of the Standards, Statements and Guidelines are available to review and download from the web site at [www.isaca.org/stand1.htm](http://www.isaca.org/stand1.htm).

## New CISA Supplement in the Bookstore

The 1999 Supplement to the CISA Review Question, Answers & Explanations Manual is in the Bookstore. Visit [www.isaca.org/bk\\_cisa.htm](http://www.isaca.org/bk_cisa.htm) for additional information on all CISA Examination Reference Materials.

### INFORMATION SYSTEMS AUDITOR

Sentry Insurance, a leading mutual insurance company, is seeking an Information Systems Auditor for our Corporate office in Stevens Point, Wisconsin.

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EOE M/F

## International Recognition Fuels CISA® Growth

by Arnold Dito, CISA

In June 1999, nearly 5,000 IS professionals from more than 50 countries will join in the pursuit of one shared goal - passing the rigorous Certified Information Systems Auditor (CISA®) Exam, a crucial step toward attaining CISA certification.

Since 1978, the CISA program, sponsored by ISACA, has been recognized as the one international standard of achievement among IS audit, governance, control and assurance professionals. With its locus on knowledge and competencies, the CISA program helps IS professionals refine and communicate their ability to identify, and control IS-related risks.

As organizations realize the benefits of encouraging staff to attain expertise in IS governance, control and assurance, the number of CISAs worldwide has continued to grow. As of 31 December 1998, there were 12,175 CISAs.

"This achievement is extraordinary considering that the number of CISAs reached 10,000 for the first time ever in December 1996," said ISACA International President Patrick Stachtchenko, CISA, CA, Deloitte & Touche, Paris, France.

### Career Development

According to the recently released *IS Audit Benchmarking Study*, more than half (55 percent) of the responding organizations internally recognize the attainment of a professional certification, most often with a monetary bonus, promotion, day off with pay, increased responsibilities and written announcements.

Jona Owitti, an ISACA member with Caltex in Nairobi, Kenya, experienced immediate positive career success after passing the CISA exam.

"I learned that I passed the CISA exam in the presence of my immediate supervisor," said Owitti. "He was extremely happy for me. Then a week later he told me I was promoted from audit coordinator to audit manager. I had taken personal vacation time to study for the CISA exam yet it paid off. My CISA certification corroborated my professional competence and helped justify, my promotion."

CISA certification can increase professional compensation levels, too. The *IS Audit Benchmarking Study* found that CISAs are compensated at a higher rate than non-CISAs.

"I have differentiated myself in an office of accountants and have served as a lead-in for our firm's consult-

ing practice," said Mike Gillespie, senior manager, KPMG, Ontario, Canada. "This has proved valuable to our firm and me personally."

### CISA the Start of Continual Education

Before being eligible for CISA certification, professionals must pass the CISA exam and have the equivalent of five years of IS audit, control or security experience. To remain certified, CISAs must participate in a continuing education program to ensure their skills are kept current.

"CISA certification is an excellent way to demonstrate that an individual is serious about being an information systems auditor; however it should not be considered as an end but only as a beginning," said Bob Darlington, audit specialist, Canadian Pacific Railway, Toronto.

### Evolving Business Environment

Information systems auditing was regarded as an arcane specialization when Perth Chapter President Alex Dermedgoglou, CISA, CA, CMA, director, Andros Consulting Pty. Ltd., Perth, Australia, qualified as a chartered accountant.

"A chartered accountant cannot provide an effective auditing service without a comprehensive understanding of IS and IS security issues. CISA provides a means of 'bridging the gap' from the traditional auditing approach to the current IS-based approach."

Providing clients with all added level of assurance also is key to Peter J. Griffiths, an auditor in Bahrain. "I work for a large professional services firm and I must provide best practice audit services to my clients. The CISA qualification enables an auditor to gain an understanding of IS audit issues which are pervasive to the audits of most accounting systems. Certification gives more credibility with clients and continuing education means an auditor must keep up to date."

Given in nine languages at more than 150 locations, the CISA exam will be administered on June 12, 1999. The deadline for registering for the 1999 CISA exam is April 1, 1999.

The views and opinions contained in this newsletter are solely those of its author, and do not necessarily represent or reflect the views or opinions of the Kettle Moraine Chapter of ISACA. In the event you have any questions concerning this newsletter, you may wish to contact the author directly.

# Event Calendar

## ISACA Kettle Moraine Chapter

September 9, 1998	Audit, Security and Control of UNIX	Patrick Hynes, Ernst & Young
October 14, 1998	What makes a Successful Disaster Recovery Plan?	Mr. Daniels, M&I Data Services
November 11, 1998	eCommerce / CISA Recognition Lunch	Ernst & Young
December 9, 1998	Today's Security Technologies: Using the Right Tool	Ruth Page Jones, Athena Consulting
January 11, 1999	Protecting Your Network for Internet Access and From Internet to E-Commerce: How Business, Education & Government Will Evolve a 21st Century Network - Joint meeting with WASM	Craig Anderson, Grant Thornton LLP Shaun Abshere, WiscNet
February 10, 1999	COBIT	Daniel Buckley and Meredith Connor, Arthur Andersen
March 10, 1999	(To Be Announced)	
April 14, 1999	Seminar: Control and Security of the Internet	CanAudit
May 12, 1999	(To Be Announced)	
September 8, 1999	(To Be Announced)	

## 1998 - 1999 ISACA Dates

May 4-7, 1999	CACS	Orlando, Florida
June 12, 1999	CISA Exam	Various Locations
July 11-14, 1999	The International Conference	Denver, Colorado

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Kettle Moraine Chapter, ISACA  
 Roger Naegeli, Editor  
 c/o MGIC Investment Corp.  
 P.O. Box 488  
 Milwaukee, WI 53201

