



I want to streamline  
audit processes.

### **AuditRoom™**

AuditRoom is an electronic content management tool that provides process automation, risk management and facilitates collaboration between multi-state corporations, government agencies and consulting firms. It can reduce the inherent risk and material weaknesses related to audit management issues while also assessing the overall effectiveness of current controls.

### **Collaborate.**

AuditRoom provides secure access for the tax department, internal and external auditors and taxing authorities. Audit teams can work on the same page in an online collaborative space, which streamlines the audit process. AuditRoom provides secure collaboration, document management and information sharing, whether the audit is conducted by a government agency or an internal audit group.

### **Administrate.**

AuditRoom allows you to control the audit process and manage workflow. This means that AuditRoom can help you implement an integrated records management system and process, creating better ways for your team to handle the audit process. AuditRoom also provides specific messaging features to manage communication between the audit team and external auditors within an audit, giving you the final say in what is shared internally or externally.

### **Manage.**

AuditRoom also provides online document and tax management. AuditRoom document management features enable you to control a document—including how it is prepared, reviewed and approved; where it is stored; and how it is ultimately disposed of or retained. There is no need to reload the same document. Once it is uploaded one time, AuditRoom allows sharing of one audit to another audit.

## Benefits at a Glance

- Reduces risk resulting from material weakness.
- Provides SOX compliance-related controls.
- Effective collaboration and communication streamline processes.
- Increases the efficacy of operations and accelerates your tax process.
- Improves integrity by providing a central and secured repository for tracking and managing external and internal resources.
- Highly customizable and able to integrate with any solution.
- Different user interfaces give you control over information.

## Key Features

### Web-Based Interface

- Accessible from any web browser.
- Allows organizations to conduct audits over a wide geographic area with distributed teams.

### Team Collaboration

- Different user interface for internal audit team and auditors.
- Receive requests or IDRs from auditors within the AuditRoom and respond to them with the help of response features.
- Work on many projects simultaneously.
- Notifications at every step.

### Document Management

- Version control—one copy of each document in the system.
- Organizes documents in a logical way.
- Search option simplifies finding documents.
- Allows uploading multiple files in any format. PDF, Word®, etc.
- Provides a central repository to store all tax-related documents and files.
- Control document edit access via check-in and check-out capability.
- Ability to lock document once it changes its state from prepared, reviewed and approved.

### Record Management

- Ability to identify, classify, archive, preserve, and destroy records.
- Implement Sarbanes-Oxley controls.

### Document Sharing Across Audits

- Allows sharing input of one audit to another audit.

### Manage Communication

- Provides internal and external messaging—audit team can send a message received by the recipient via email address as well as in the recipient's inbox in the AuditRoom application.

### Robust Security and Access

- Security and user management with users, groups and roles.
- Document-level security.
- Identification of any users making any changes to tax documents.

### Maintain Audit Trail and Audit Life

- Provides the ability to monitor a username's site access logs by date and time.
- Provides an ability to manage the life of an audit by making an audit active, inactive or archived.

### Red Moon Solutions

Red Moon Solutions empowers tax professionals with the solutions they want, including Fixed Assets Manager™, AuditRoom™, eTaxCalendar™, Like-Kind Exchange Matching™, and Section 382 Built-In Gain Solution. Red Moon is flexible, providing solutions to Fortune 500 companies and small businesses. With customizable options, Red Moon's client-focused software consistently excels. Experience it: [www.redmoonsolutions.com](http://www.redmoonsolutions.com).