# Ferramentas de produtividade pessoal para investigadores

### Isabel Pedrosa | ISCAC | ipedrosa@iscac.pt

23 de fevereiro de 2013

Seminários de Unidade não letiva do Mestrado em Auditoria Empresarial e Pública

## Agenda

- Pesquisar,
- Citar,
- Gerar alertas,
- Organizar,
- Referenciar,
- Localizar,

Perdendo o mínimo de tempo possível...



### http://scholar.google.pt



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Articles ( include patents) 
 Legal documents

Stand on the shoulders of giants



### Otimizar informação disponível...

G <mark>o</mark> ogle	computer assisted audit tools	
Scholar	About 29,400 results (0.04 sec)	My Citations
Articles	Computer-assisted audit tools and techniques: Analysis and perspectives RL Braun, <u>HE Davis</u> - Managerial Auditing Journal, 2003 - emeraldinsight.com	[PDF] from mp3headphone.net
Any time	efficient, this paper presents a brief summary of the most prominent <b>computer assisted audit</b> <b>tools</b> and techniques (CAATTs), which auditors can use to increase <b>audit</b> efficiency and Cited by 54 Related articles BL Direct All 9 versions Cite	
Since 2013 Since 2012 Since 2009 Custom range	A keyword classification scheme for IS research literature: an update <u>H Barki</u> , S Rivard, <u>J Talbot</u> - Mis Quarterly, 1993 - ais.bepress.com audit tools and techniques EK09 COMPUTER CRIME EJ0105,0101 Online auditing EK10 COMPUTER VIRUSES EJ0105,0102 Audit interfaces EJ0105.0103 Audit command EL IS	[PDF] from misq.org
Sort by relevance Sort by date	MANAGEMENT ISSUES languages EL01 MARKETING OF MIS EJ0105.0104 Computer assisted Cited by 185 Related articles BL Direct All 8 versions Cite	
<ul> <li>✓ include patents</li> <li>✓ include citations</li> </ul>	A computer-assisted management program for antibiotics and other antihiective agents RS Evans, SL Pestotnik, DC Classen England Journal of, 1998 - Mass Medical Soc Computer Methods and Programs in Biomedicine. 23 (2011) Formalization of treatment guidelines using Fuzzy Cognitive Maps and semantic web tools (2011) The Assisted Electronic Processing in Patients Heavitalised in a Chest Diseases Ward	
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### E com acesso à b-on?

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Any time Since 2013 Since 2012 Since 2009 Custom range	A keyword classification scheme for IS research literature: an update H Barki, S Rivard, J Talbot - Mis Quarterly, 1993 - ais.bepress.com audit tools and techniques EK09 COMPUTER CRIME EJ0105,0101 Online auditing EK10 COMPUTER VIRUSES EJ0105.0102 Audit interfaces EJ0105.0103 Audit command ELIS	[PDF] from misq.org Texto Integral@b-on
Sort by relevance Sort by date	MANAGEMENT ISSUES languages EL01 MARKETING OF MIS EJ0105.0104 Computer assisted Cited by 186 Related articles BL Direct All 8 versions Cite	
<ul> <li>✓ include patents</li> <li>✓ include citations</li> </ul>	A computer-assisted management program for antibiotics and other antiinfective agents RS Evans, SL Pestotnik, DC Classen England Journal of, 1998 - Mass Medical Soc Computer Methods and Programs in Biomedicine. 23 (2011) Formalization of treatment guidelines using Fuzzy Cognitive Maps and semantic web tools (2011) The Assisted Electronic Prescription in Patients Hospitalised in a Chest Diseases Ward	
■ Create alert	Cited by 993 Related articles BL Direct All 10 versions Cite More • [PDF] Auditor acceptance of computer-assisted audit techniques D Janvrin, DJ Lowe, J Bierstaker - working paper, 2008 - nlinkdir.com SUMMARY To meet the challenges of rapid advances in client information technology usage, audit standards suggest that auditors adopt computer-assisted audit tools and techniques (CAATs) 2003. Computer-assisted audit tools and techniques: Analysis and perspectives Cited by 11 Related articles All 82 versions Cite More •	[PDF] from nlinkdir.com Texto Integral@b-on
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PDF Full T	PDF Full Text (862KB)       Authors: Barki, Henri <sup>1</sup> Rivard, Suzanne <sup>1</sup> Talbot, Jean <sup>1</sup>				Print							
Times Cited in this D	Database (30)	Source: Document Type:	MIS Quar Article	rterly; Jun93, Vol. 17 Issue 2, p.	209-226,	18p					Bave Save	
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### **Outras funcionalidades**

Computer-assisted audit tools and techniques: Analysis and perspectives RL Braur, <u>HE Davis</u> - Managerial Auditing Journal, 2003 - emeraldinsight.com Abstract: In light of the increasing demand on auditors to make the **audit** more effective and efficient, this paper presents a brief summary of the most prominent computer assisted audit tools and techniques (CAATTs), which auditors can use to increase **audit** efficiency and ... Cited by 54 Related articles BL Direct All 9 versions Cite More •

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### Citado por...

#### Académico

Cerca de 54 resultados (0,02 seg)

Sempre	Computer-assisted audit tools and techniques: Analysis and perspectives	
Desde 2013 Desde 2012 Desde 2009	Pesquisar em artigos citados	
Intervalo específico	Continuous auditing in ERP system environments: The current state and future directions JR Kuhn Jr, <u>SG Sutton</u> - Journal of Information Systems, 2010 - aaajournals.org ABSTRACT: Recent research has focused heavily on the practicality and feasibility of	[PDF] de ncku.edu.tw Texto Integral@b-on
Ordenar por relevância Ordenar por data	alternative architectures for supporting continuous auditing. In this paper, we explore the alternative architectures for continuous auditing that have been proposed in both the Citado por 26 Artigos relacionados Todas as 4 versões Citar Mais -	
Pesquisar a Web Pesquisar páginas em Português	A review and analysis of the existing research streams in continuous auditing CE Brown, JA Wong, AA Baldwin - Journal of Emerging, 2007 - aaajournals.org A growing body of literature related to continuous auditing topics has developed. Advances in information technology and web-based applications are making monitoring and control of operations through continuous auditing increasingly important. The objective of this paper	Texto Integral@b-on
✓ incluir patentes ✓ incluir citações	Citado por 21 Artigos relacionados Todas as 3 versões Citar Mais - <u>Employing generalized audit software in the financial services sector: Challenges and opportunities</u> <u>R Debreceny</u> , SL Lee, W Neo Managerial Auditing, 2005 - emeraldinsight.com	[PDF] de rutgers.edu Texto Integral@b-on
🖿 Criar alerta	Purpose–Computer assisted audit techniques (CAATs) encompass a range of computerized techniques that internal and external auditors use to facilitate their audit objectives. One of the most important CAATs is generalized audit software (GAS), which is a class of Citado por 20 Artigos relacionados Todas as 5 versões Citar Mais -	
	One continuous auditing practice in China: data-oriented online auditing (DOOA) W Chen, J Zhang, Y Jiang - Integration and Innovation Orient to E-Society, 2007 - Springer Application of information technologies (IT) in the field of audit is worth studying. Continuous auditing (CA) is an active research domain in computer-assisted audit field. In this paper, the	gle



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### Citar

#### Citar

Copie e cole uma citação formatada ou utilize um dos links para importar para um gestor de bibliografia.

- MLA Braun, Robert L., and Harold E. Davis. "Computer-assisted audit tools and techniques: Analysis and perspectives." *Managerial Auditing Journal* 18.9 (2003): 725-731.
- APA Braun, R. L., & Davis, H. E. (2003). Computer-assisted audit tools and techniques: Analysis and perspectives. *Managerial Auditing Journal*, 18(9), 725 -731.

ISO 690 BRAUN, Robert L.; DAVIS, Harold E. Computer-assisted audit tools and techniques: Analysis and perspectives. Managerial Auditing Journal, 2003, 18.9: 725-731. Blogger е 2 Define with Google Dictionary Enviar Correio Electrónico com o Windows Live Importar para BibTeX Importa M Gmail Importar para RefWorks Google Finance Memorizar o meu gestor de nas páginas de Ø Google Maps resultados da pesquisa. Google News **1** e Google Translate A. Procurar com Google Search with Google Video at Traduzir com Bing Todos os Aceleradores

#### 🐸 Create alert

### Definir as palavras-chave e email de receção

Criar alerta

Consulta de alerta:	intitle:"computer assisted" audit tools	
E-mail:	email.pessoal.research.ip@gmail.com	
Número de resultados:	Mostrar até 20 resultados 🜲	
	Actualizar resultados CRIAR ALERTA	

#### Amostra de resultados desde 2013:

[PDF] <u>Feasibility of a computer-assisted alcohol SBIRT program in an urban emergency</u> <u>department: patient and research staff perspectives</u> MK Murphy, PE Bijur, D Rosenbloom, SL Bernstein... - Addiction science & clinical ..., 2013 ... that they were being asked to participate in an anonymous, brief, computer-assisted alcohol screening ... Deve- loped by the World Health Organization, the AUDIT is considered the "gold ... This assessment tool was developed specifically to help health- care practitioners identify ...





### Aceder via proxy server









#### TIPO DE CONTEÚDOS

Periódicos - Os periódicos existentes são revistas científicas cuja principal característica é serem, peer reviewed, isto é, os artigos publicados são revistos por especialistas na área.

Bases referenciais - diferem das bases em texto integral por permitirem apenas o acesso aos resumos, às tabelas de conteúdos e, eventualmente, às citações dos artigos sobre eles.

Bases de texto integral - Contêm revistas com acesso aos resumos dos artigos, à sua tabela de conteúdos e ao seu texto integral

Catálogos de bibliotecas - Bases de dados bibliográficas que apresentam acesso a referências bibliográficas e a localização de documentos numa biblioteca ou consórcio de bibliotecas.

Obras de referência - Conjunto de directórios, dicionários, glossários, atlas, guias, anuários interinstitucionais, de carácter geral ou específico, que podem estar organizados alfabeticamente

Portais - Páginas na Internet que oferecem acesso a recursos e serviços on-line, como notícias, directórios de informação, ou links para outras páginas. Os portais de bibliotecas ou de editoras permitem pesquisar, personalizar e aceder aos recursos disponíveis.

Índices - Listas alfabáticas de nomes de pessoas, títulos, assuntos ou outra informação relevante existente num conjunto de documentos. Estas listas permitem localizar facilmente a informação

Tabela 1 - Conteúdos b-on

Retirado de Ajuda aos utilizadores, apresentação disponível em <u>http://www.b-</u> <u>on.pt/downloads/Ajuda/guia utilizador 2008.pdf</u>, acedida em 22 de fevereiro de 2012

> Acesso à b-on via proxy



### Passo 1. Aceder ao Serviço de Suporte do ISCAC http://suporte.iscac.pt

A	utontiogogo			72	
1	Nome de utilizador:	ipedrosa	@iscac.pt / @alumni.isca	oc.pt	
3	Palavra-chave:	•••••			
-	Utilize as suas credenci	ais de acesso aos recurso	is informaticos do ISCAC.		
OTRS 2.3.4 . w	www.iscec.pt :. Tel: 23	39 802 000 <b>:.</b> Fax: 239	) 445 445 <mark>:.</mark> geral@iscac.pt		_

## Passo 2. Gerar ticket de suporte

INSTITUTO SUPE	ERIOR DE CONTABILIDADE E ADMINISTRAÇÃO DE COIMBRA INESS SCHOOL	Sistema de Suporte
Sair Novo Ticke	et Meus Tickets Tickets da Instituição Procurar Preferências	Bem-vindo, '1 Escolher "Acesso b-on"
novo ticket		
Opções		
Para:	20 - Acesso b-on	
Assunto:	Acesso à b-on fora do ISCAC	
TEXIC.	Ex mos. Senhores, Solicito acesso à b-on via proxy. Sou aluna do Mestrado em Auditoria Empresaria para o desenvolvimento da minha dissertação o Cumprimentos Isabel Pedrosa	e Pública e necessito de aceder Preencher os campos e colocar a justificação para a solicitação do acesso
Anexo: Prioridade	Procurar A	3 Clicar em Submeter
	Jioma	
TRS 2.3.4	:. www.iscac.pt :. Tel: 239 802 000 :. Fax: 239 445 445 :. ge	Acesso à b-on via proxy

### Passo 3. **Receção de mail de confirmação**

+	<b>D 0 1</b>	Mover para Caixa de Entrada	<b>•</b> •	Mais *			
Re: [	Ticket#2012012710000041] Ace	esso à b-on fora do ISCA	C	0 B	Instituto Superior de Administração de Cole	iontabilidade e Gabir 18ra	nete de Informática
_	through the second s				Acesso a conteúc	os b-on através de um ser	vidor proxy do ISCAC
	Suporte Informatico ISCAC para Isabel 👻		@ 31 Jan (há 11	dias) 🟠 🔸 🔹	O ISCAC disponibiliza aos seus doco proxy do ISCAC. Para a solicitação e utilização des seguidas pelos utilizadores que o pr	ntes e aos alunos dos mestrados o acesso e serviço, apresenta-se seguidamente o c etendam. Usam-se como exemplos os bro	a conteúdos 6-on através de um servidor onjunto de instruções de que deverão ser wsers internet Explorer 8 e Firefox 3.
	2012-01-27 15:35 - Isabel Maria Mendes Pedr	osa escreveu:					
	<ul> <li>&gt; Ex.mos Senhores,</li> <li>&gt; Gostaria que me fosse possível aceder à b</li> <li>&gt; Obrigada</li> <li>&gt; Isabel Pedrosa</li> </ul>	-on fora do ISCAC.			1. Soliticati of Serviço Geutilatores que o designin, <u>de</u> suporte informático, disponive na esteccionando a opódo por Accesso b deverá ser prestimando o balon <sup>3</sup> O estado do polido pode ser com processado pales erreriços informa- eminte ao se respectivo utilizadore un O processo de configuração e muito O processo de configuração e muito	<u>ardo</u> , em primeiro lugar, solicitar o ace endereço http://suporta.lscac.pt. Neste ar no campo "Bara" e preenchendo os ameter". Itado posteriormente, em qualquer altur tos e, quando todo o proceso estiver os e-maticom esas informação. s simples e descreve-se a seguir.	zo a este serviço, através do sistema de s sistema, deverão crise um novo Ricke, : campos "Assunta" e "Tento". No final, o polo utilizador o dondo (Kiferio será incluído e o acesso Prazy disponível, será
	Bom tarde. Informo que já tem disponível o acesso via pr browser, conforme as instruções constantes	oxy, pelo que poderá configurar o se no documento que se envia em ane:	eu xo.		2. Configuração do <i>Internet</i> Acolo do menu <u>Ferramentas / Opc</u>	Explorer Ses da Internet, e soleccione o separador i	Laprobe.
	Com os melhores cumprimentos.						Alter Transmission Contraction Contractio
	Helder Canais Gabinete de Informática / Suporte	Abrir fi	icheiro e	seguir as	Disar Unitari Marin Sandar Sandar Sandar Sandar	ng ka ana bagada ana ana ana ana ana ana ana ana ana	And/or prove the constraints of
	Inst. Sup. Contab. Adm. Coimbra http://www.iscac.pt 239 802 000		instruçõ	es			Rigers 2
ſ					Venile 1.1, 28.11.2011		Pigins 1 de 3
	Bacesso_proxy_isca 392K Visualizar Tra	c_v11.pdf Insferência			_		
L	acesso proxy iscae v11.pdf				Acesso à	b-on	oteca do ecimento
					via pioxy		online 19

### Passo 4. Configurar Internet Explorer

<b>1</b> Ferramenta	s > Opções da Internet
2 Separador Ligações	Opções da Internet       Image: Contexido         Igações       Programas       Avançadas         Image: Programas       Adicionar         Image: Programas       Remover         Image: Programas       Image: Programas         Image: Programas       Programas         Image: Pr
	Definições de rede local As definições de rede local não se aplicam às ligações de acesso telefónico. Escolha Definições de LAN acima para definições de acesso telefónico. OK Cancelar Aplicar Via proxy

### Passo 4. Configurar Internet Explorer

		es de rede local
Utilizar <i>proxy</i> server	Config A conf estable manua	juração automàtica figuração automática poderá sobrepor-se às definições elecidas manualmente. Para garantir a utilização das definições ais, desactive a configuração automática.
	📃 De	te <u>c</u> tar definições automaticamente
Servidor proxy	📃 Uti	lizar script de configuração automática
Utilizar um servidor proxy para a rede local (estas definições não se aplicarão a ligações via acesso telefónico ou VPN).	En Servid	or proxy
Endereç <u>o</u> : proxy01.iscac.p <sup>i</sup> Por <u>t</u> a: 3128 A <u>v</u> ançada	<mark>⊽ U</mark> ti se En	lizar um servidor proxy para a rede local (estas definições não aplicarão a ligações via acesso telefónico ou VPN). Idereç <u>o</u> : proxy01.iscac.p <sup>.</sup> Por <u>t</u> a: 3128 A <u>v</u> ançadas
Ignorar o servidor proxy para endereços locais		Ignorar o servidor proxy para endereços locais
	N	OK Cancelar



### Passo 4. Configurar Internet Explorer

### Inserir nome de utilizador

5

#### Inserir palavra-passe

Ligar a proxy01.iscac.	pt ? X					
	G					
O servidor proxy01.iscac.pt em ISCAC-Web-Proxy exige um nome de utilizador e palavra-passe. Aviso: este servidor está a pedir que o nome de utilizador e palavra-passe sejam enviados de forma insegura						
<u>N</u> ome de utilizador:	🖸 ipedrosa 🔹					
Palavra-passe:	••••••					
	Memorizar palavra-passe					
	OK Cancelar					



### Passo 5. **Pesquisar na b-on**



#### The KDD process for extracting useful knowledge from volumes of data





Knowledge Discovery in Databases creates the context for developing the tools needed to control the flood of data facing organizations that depend on ever-growing databases of business, manufacturing, scientific, and personal information.

## The KDD Process for Extracting Useful Knowledge from Volumes of Data

AS WE MARCH INTO THE AGE of digital information, the problem of data overload tooms ominously ahead. understand massive datasets lags far behind our ability to gather and store the data. A new gen-

the rapidly growing volumes of data. data warehouses. These techniques and tools are the data mining.

#### Usama Fayyad,

#### Our ability to analyze and Gregory Piatetsky-Shapiro,

#### and Padhraic Smyth

eration of computational techniques and many more applications generate and tools is required to support the streams of digital records archived in extraction of useful knowledge from huge databases, sometimes in so-called

Current hardware and database techsubject of the emerging field of knowl- nology allow efficient and inexpensive edge discovery in databases (KDD) and refable data storage and access. However, whether the context is business, Large databases of digital informa- medicine, science, or government, the tion are ubiquitous. Data from the datasets themselves (in raw form) are of neighborhood store's checkout regis- little direct value. What is of value is the ter, your bank's credit card authoriza- knowledge that can be inferred from tion device, records in your doctor's the data and put to use. For example, office, patterns in your telephone calls, the marketing database of a consumer

> COMMUNICATIONS OF THE ACM Neuralize 1986, Vol. 39, No. 11 49°

### Passo 4. **Configurar Firefox**

Ferramentas > Opções



Grupo Avançado > Separador Rede

Opções	
Geral Separadores Conteúdo Aplicações Privacidade Segurança Sincronizar Avan	Clicar em Definições
Geral Rede Actualizar Cifra	
Configurar como o Firefox se liga à Internet Armazenamento em modo Desligado	D <u>e</u> finições
A sua cache está a usar 429 MB de espaço em disco Sobrepor a gestão automática da cache Limitar cache até 1024 MB de espaço	limpar Agora
Informar-me quando um sítio web pede para guardar dados para uso desligado Os seguintes sítios web têm dados instalados para usar no modo desligado:	E <u>x</u> cepções
	<u>Remover</u>
OK Cancela	Acesso à b-on biblioteca do conhecimento online

Passo 4 Config	Jurar Firef	ох	Definições da ligação Configurar proxie Sem proxy	: para acec	ler à Internet	. 0	<b>×</b>
4 Con	figurar proxy serve	r	<ul> <li>Utilizar as def</li> <li>Configuração</li> <li>Productor</li> </ul>	nições pro <u>m</u> anual de xxy <u>H</u> TTP:	e proxy: proxy01.iscac.pt	<u>P</u> orta:	3128 A
			Servid	Proxy <u>S</u> SL: Proxy <u>E</u> TP: or SOC <u>K</u> S:	proxy01.iscac.pt proxy01.iscac.pt proxy01.iscac.pt SOCKS v4 @ SOC	Porta: Porta: Porta: Porta: KS v <u>5</u>	3128 × 3128 × 3128 × 3128 ×
<ul> <li>Configuração manual de</li> </ul>	e proxv:		<u>N</u> ão utilizar P ⊘ URL de confi <u>c</u>	roxy para: uração au	localhost, 127.0.0.1 Exemplo: .mozilla.org, .n tomática de prox <u>y</u> : OK	et.nz, 192.168.1.0/24 Re Cancelar	<u>c</u> arregar <b>Ajuda</b>
Proxy <u>H</u> TTP:	proxy01.iscac.pt	<u>P</u> orta:	3128 🊔				
	🔽 Usar o mesmo pro <u>x</u> y para too	dos os pre	otocolos				
Proxy <u>S</u> SL:	proxy01.iscac.pt	P <u>o</u> rta:	3128 👻				
Proxy <u>F</u> TP:	proxy01.iscac.pt	Po <u>r</u> ta:	3128 🚔				
Servidor SOC <u>K</u> S:	proxy01.iscac.pt	Port <u>a</u> :	3128				
<u>N</u> ão utilizar Proxy para:	<ul> <li>SOCKS v4 SOCKS v5</li> <li>localhost, 127.0.0.1</li> </ul>	216010	124	Ac vic	cesso à b-or a proxy	biblioteca do conhecimento online	26
	Exemplo: .mozilla.org, .net.nz, 19	2.168.1.0/	/24				



- A ligação via Proxy deve ser usada,
   exclusivamente, para o acesso a conteúdos da b-on.
- Após fazer as suas pesquisas, desative a opção de Servidor Proxy (desative a "checkbox " no local onde inseriu a informação.
   Normalmente, a velocidade da ligação

tende a diminuir com este recurso ativado.

Acesso à b-on via proxy



## Organizar e gerir referências bibliográficas





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