

Improved accuracy and clarity in all risk assessment documents for the Internal Audit Department

CHALLENGES

Documents for managers and executives needed to be concise, precise, and actionable in order to identify and prevent risk. Risk assessments consisted of emails, reports, memos, and briefing documents. Internal Audit employees had heavy workloads and were globally dispersed, so flexible training logistics were essential.

SOLUTIONS

We designed a course to elevate overall business writing, with a focus on summarizing complex information and applying those skills to Morgan Stanley's specific audit documents.

A three-year, self-paced rolling training engagement supported teams from around the world. Each participant received detailed, individualized written feedback on their writing to ensure that all documents clearly communicated risk issues.

\$1.56 mil

estimated annual savings
based on improving
writing efficiency by 20%

100%

of participants found the
course materials clear
and easy to navigate

7.5

hours spent in training
and working on written
course exercises

OUTCOMES



Reduce writing time by over 20%

Morgan Stanley will save an estimated \$1,562,500 annually assuming 100 participants trained yearly with an average salary of \$125k.



Strategic improvement of a global department

A self-paced, online course with start dates at regular intervals allowed participants to **share in a unified training experience and establish a standard process for strong writing.**



Testimonial from an Executive Director about training

*"This is the most helpful soft skills corporate training I've ever taken (and I've taken many). **The combination of videos, document illustrations, materials, and very importantly instructor-reviewed exercises is a powerful one.**"*

Ready to turn your team's business writing into a business asset?

Want to learn more about our training options? [Download our course catalog.](#)