



Capital Markets for HR Professionals

Development for Finance Professionals™

A Blended-Learning Program from ACF Consultants



Welcome to ACF Academy's Open Enrollment Programs

ACF Consultants have a solid reputation for delivering innovative, top-quality training for some of the largest and most demanding financial institutions in the world. ACF Consultants are global leaders in the creation of cutting-edge financial simulations and interactive eLearning for the global financial markets.

We are the first premier financial training company to offer open seminars using our uniquely blended learning techniques.

Blended learning is a fundamental principle of the ACF approach to training. Our seminars offer a fully integrated, multi-faceted learning experience which ensures that knowledge is applied in practice and retained effectively. We limit the numbers attending each program to maximise the benefit for each delegate. Passive learning is kept to a minimum, and the emphasis is on delegates achieving a true understanding of the key concepts, and how they are applied in the real world.



Blended Learning

Blended learning is at the heart of our training philosophy. A dynamic blend of highly interactive **eLearning** using **Acumen**, top quality **instructor-led training**, and realistic and exciting **simulations** creates the most effective and motivating training methodology available anywhere.

Firm foundations are laid with highly interactive eLearning and dynamic instructor-led training. Hands-on workshops and simulation are then used throughout the programs allowing delegates to put theory into immediate and realistic practice.



Instructor Led Training

Our instructor-led training is of the highest quality, and we invest heavily in research and development. Our professional written materials complement trainers with first-rate communications skills, an excellent academic background and sound markets knowledge.

Our expert instructors are skilled in the art of transferring knowledge, and we make use of a variety of creative training techniques to maintain energy and focus.

We are committed to achieving exceptional results.



Capital Markets for HR Professionals

This unique two-day seminar is designed to give HR professionals an invaluable insight into the capital and derivatives markets. Each topic will be explained in a clear and helpful way, so that delegates can interpret the jargon, understand how each product works, and appreciate the role their organisation plays within the capital markets as a whole.

The seminar will help delegates to:

- Obtain a **clear overview** of the **purposes** and **functioning** of the **international capital markets**
- Understand the various **capital markets products** and **how they fit together**
- Explore the range of **derivative products**, and **why they are used**
- Appreciate the **relationships** between **different markets** and products
- Obtain **first-hand experience** of each topic through interactive workshops, case studies, and simulation

Hot Topic The Credit Crunch – causes and future impact.

After attending the seminar, delegates will be better able to discuss meaningfully the needs of practitioners in the line, and deliver more effective solutions to their development needs.

In the following outline, all practical sessions are highlighted like this:

 means a Workshop or Simulation

 means a Case study



Course Outline

Day One

Understanding Time Value of Money

- TVM key concepts
- Special features of financial calculators
- Present and future values
- Simple vs. compound interest
- Interest and discount factors
- Discounted cash flows and NPV
- TVM Exercise

Understanding the Yield Curve

- What is the yield curve?
- What gives the yield curve its shape?
- The normal yield curve
- Upward and downward sloping yield curves
- Forward rates
- Why the yield curve is important
- The yield curve right now

Foreign Exchange and Money Markets

- Spot and forward FX markets
- How FX rates are quoted
- What drives the spot market
- Discount vs. coupon securities
- Interbank deposits and CDs
- Bills and the CP market
- How instruments are quoted
- Recent events in the FX market

The Fixed Income Market

- Key features of bonds
- The US Treasury market
- Bunds, JGBs, OATs, BTPs and Gilts
- Corporate bonds
- Bond rating
- The high-yield market
- Price and yield
- What duration and convexity is all about
- The money and bond markets right now

Day Two

The Equity Market

- International equity markets
- Types of equity product
- IPOs, rights, scrip, and convertibles
- How equities are valued
- Stock indices
- Equities trading session

Futures

- Futures exchanges and futures contracts
- Interest rate, bond, and stock-index futures
- How margining works
- Using futures to hedge risk
- What "cash and carry" means
- How futures can transform a bond into a share

Swaps

- Swaps – the workhorse of the derivatives market
- How interest rate swaps work
- Currency swaps
- Equity and commodity swaps
- Who uses swaps
- Vanilla swaps, and other flavours
- Using swaps to hedge interest rate risk
- Fixing financing costs and investment returns
- How borrowers can use an interest rate swap

Options

- Why options are different
- Options jargon
- Calls and puts; buying and selling
- American vs. European style
- Intrinsic and time value
- Hockey sticks and payoff profiles
- What volatility is all about
- Why volatility smiles
- The "Greeks"
- Using a call option



Registration Form

Fax to: +44 (20) 7491 3386 or +1 (212) 422 4640

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Tel: +44 (20) 7518 9830 + 1 (212) 422-4320
Fax: +44 (20) 7491 3386 + 1 (212) 422-4640

If you are interested in any financial training seminars, please visit our website(s) at:

www.acfacademy.com
www.acfconsultants.com

Accreditation: ACF Consultants Ltd is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors.

State Boards of Accountancy have final authority on the acceptance of individual courses for CPE Credit.

Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN 37219-2417. Website: www.nasba.org.

Fees: The fee for each seminar is per participant, inclusive of refreshments, lunches and seminar materials.

Course fees do not include applicable tax, transportation, or hotel accommodation, unless otherwise indicated.

Preferential rates may be available; please mention our seminar when booking with the hotel.

Payment must be received in full at least 30 days prior to the start of the seminar.

Special prices

(participants are only eligible for one of the following):

- 5% reduction when an individual registers 60 days or more prior to the commencement of a seminar
- 10% reduction when 2 or more individuals from an organization register for the same seminar
- 10% reduction when an individual registers for more than one seminar at a time

Cancellation Policy:

Cancellations may be made up to 30 days in advance of the seminar, after which date refunds cannot be given.

Notification must be received in writing by letter, fax, or email. In the event of a participant not being able to attend, a substitution may be made at no extra cost. We reserve the right to amend the prices, or cancel a seminar at any time.

Refund Policy: For further information on our refund and complaint policy, please contact us.

I WISH TO ATTEND THE FOLLOWING PROGRAM

- London Chicago
 New York Toronto

Dates: _____

Course Schedule - Classes run from 9am - 5pm. Lunch, and morning and afternoon refreshments are provided daily. Venue details will be provided on receipt of registration form.

HOW DID YOUR HEAR ABOUT THE PROGRAM?

- Colleague Client's Company Email Google
 ACF's Event ACF's Rep ACFacademy.com
 NASBA Advertising Financial Times

DELEGATE DETAILS

Name: _____
Title: _____
Department: _____
Company: _____
Address: _____
City: _____ State/County: _____ Zip/Postcode: _____
Country: _____
Telephone: _____ Fax: _____
E-mail: _____

ADDITIONAL DELEGATE DETAILS

Name: _____
Title: _____
Department: _____
Company: _____
Address: _____
City: _____ State/County: _____ Zip/Postcode: _____
Country: _____

PAYMENT DETAILS

Payment Method: VISA Master Card Invoice me at the address listed above

Card #: _____ Expiration: _____
CVC: _____

Cardholder Name: _____

Signature: _____
(signature required)

