

E-Learning Courses

Custody 101 *

- Benefits and features of DTC's Custody Service
 - Traditional custody deposit process
 - Full and partial custody withdrawal processes
 - Custody reorganization deposit process
 - How to process custody activities
- ICB credits: 2.25 Course length: 1 hour

Deposits 101: Basic Concepts*

- Basic concepts and functions
 - Core products and services
 - Additional products and services
- ICB credits: 1 Course length: 1 hour

Deposits 201 *

- Determining which securities are DTC eligible
 - Entering and tracking regular, reorganization and legal deposits into the DAM system
 - Researching and troubleshooting rejected deposits
- ICB credits: 2.25 Course length: 1 hour

Deposits 301 *

- Identifying and processing restricted deposits
 - Exploring the benefits of the Branch Deposit Service
 - Processing DWAC deposits
 - Requesting copies using the Imaging, Fax, and E-mail (IFE) service
- ICB credits: 2 Course length: 1 hour

Withdrawals 101: Introduction to DTC's Withdrawals Service *

- Purpose of DTC's Withdrawals Service
 - Products available for physical processing within the Withdrawals Service
 - Dematerialization
 - Benefits of dematerialization
- ICB credits: 1 Course length: 1 hour

Withdrawals 201: Preparing to Make a Withdrawal-by-Transfer *

- Withdrawals-by-transfer (WT)
 - Key terms
 - Purpose of GWIZ in the WT process
 - Types of information available through GWI
- ICB credits: 1 Course length: 1 hour

Withdrawals 202: Withdrawing Registered Securities *

- DTC participants
 - WT transaction process
 - Creating, modifying, and deleting a WT using PTS function NWT1
 - Canceling an updated withdrawal manually on updated date
 - Direct mail services offered by DTC
- ICB credits: 1.25 Course length: 1 hour

Withdrawals 203: Urgent Withdrawals of Physical Securities *

- Types of urgent withdrawals
 - Creating, modifying, and deleting a WT using the PTS function RWT1
 - Creating a COD request for bearer securities using NCOB
 - Viewing the required documentation procedure for critical withdrawal requests
- ICB credits: 1.25 Course length: 1 hour

Withdrawals 204: Making Withdrawals Through DWAC *

- Deposit and Withdrawal at Custodian (DWAC)
 - Process flow of a DWAC withdrawal
 - Entering a DWAC withdrawal using PDWC
 - Approving or canceling a DWAC withdrawal using CDWC
 - When to use NDWP and NDWC
- ICB credits: 0.5 Course length: 30 min

Withdrawals 205: Tracking Withdrawals

- Tracking features available through PTS
 - Accessing the withdrawal tracking functions using the PTS function WTS
 - Tracking WTs the day after input using the PTS function AWTI
 - Using the PTS function STSE to track updated WTs
 - Using the PTS function RORP to track COD requests
 - Using the PTS function POS to research and verify position
- ICB credits: 0.75 Course length: 30 min

Withdrawals 301: Dematerialization *

- Direct Registration System (DRS)
 - Functions of the two DRS services
 - PTS functions associated with DRS processing
 - Purpose of Networking for Equities (NFE)
 - NFE workflow
- ICB credits: 0.75 Course length: 30 min

Withdrawals 302: Withdrawing Government Securities *

- Government securities
 - DTC process used to withdraw government securities
 - Using the PTS function DO to withdraw a government security
- ICB credits: 0.5 Course length: 30 min

Withdrawals 303: Using Direct Mail Services *

- Direct mail services (DMS) available to participants
 - PTS functions related to DMS processing
 - Using PTS function NWT1 to set DMS options
 - Using PTS function NWT1 to pend delivery
 - Using PTS function DMDB to cancel the delivery of certificates
- ICB credits: 0.5 Course length: 30 min

Underwriting Money Market Instrument (MMI) Contingency

Learn how to process maturity obligations through DTC's settlement system during and after an emergency.

ICB credits: 1.0

Additional Resources

Withdrawals Simulations (5):

- Inquire about dropped, pending, or updated WT transactions using AWTI
- Inquire about your WT activity using STSE
- Withdraw FAST securities using DRSP
- Withdraw FAST securities using PDWC
- Withdraw physical bearer municipal certificates using NCOB

Deposits Simulations (1):

- Inquire about a deposit using DAMP

Underwriting Simulations (8):

- Create an Offering and Adding an Issue
- Add a Security
- Submit an Offering to DTC
- Copy an Issue
- Copy a Security
- Perform Searches
- Preparing the Spreadsheet for Upload
- Uploading a Spreadsheet into the System

Instructor-led Classroom Training

Asset Servicing Industry Overview

This course defines for learners what is meant by asset servicing in the securities industry. It offers an industry perspective of the following topics: inventory control, transfer of securities ownership, reporting and valuation, income collection and distribution, and corporate actions processing.

ICB credits: 5

Introduction to Securities Processing

This course defines for learners what securities processing is and how DTC's role supports the industry's goals of immobilization and dematerialization.

ICB credits: 3.75

Webinars

Introduction to Asset Servicing: Securities Processing

This session, led by a DTCC Learning training expert, is designed to provide learners with an understanding of securities processing.

- Key players and terms associated with securities processing at DTC
- Security processing lifecycles at DTC:
 - Deposits
 - Withdrawals
 - Custody
- PTS functions and PBS applications used to support securities processing

ICB credits: 3.75 Course length: 2 hours

Corporate Actions

Dividends 101: Introduction to Dividends *

- Key components of DTC's Dividends Service
 - Products available in DTC's Dividends Service
 - Key functionality within each of the Dividends Service products
- ICB credits: 2 Course length: 1 hour

Dividends 201: Announcements *

- Why it is necessary to monitor your transactions
 - Types of inquiries available
 - PTS and PBS announcement applications
 - Viewing new announcements
 - Viewing additions and changes to announcements
 - Viewing the Books Closing report
 - Viewing issues carrying due bills
- ICB credits: 0.5 Course length: 30 min

Dividends 202: Allocations *

- PTS and PBS allocations applications
 - Viewing dividend payment details
 - Viewing payment summaries
 - Viewing activity balances
- ICB credits: 1.25 Course length: 1 hour

Dividends 203: Adjustments *

- Interim accounting
 - Viewing cash/stock or CMO adjustments
 - Entering a stock loan adjustment
- ICB credits: 1.25 Course length: 1 hour

Corporate Actions

Dividends 204: Dividend Inquiries *

- PTS and PBS inquiry functions
- Sending an inquiry
- Viewing your security positions
- Viewing your activity details
- Tracking a dividend payment
- Determining the cause of a debit to your account

ICB credits: 0.75 Course length: 30 min

Dividends 205: CNS Dividends

- How dividends are handled within CNS
- Reports relating to CNS dividends
- The dividend claim process

ICB credits: 0.5 Course length: 30 min

Dividends 301: Elective Dividends System *

- Purpose of the Elective Dividends System (EDS)
- Optional dividend elections
- Foreign currency payment elections
- Dividend reinvestment elections

ICB credits: 1 Course length: 1 hour

Dividends 302: Global Tax Services *

- Products and services of Global Tax Services
- Using TAXI
- Using EDS
- Using U.S. Tax Withholding Service

ICB credits: 1 Course length: 1 hour

Reorganization 101: Fundamentals *

- Mandatory reorganizations
- Unit investment trust services
- Redemptions
- Lotteries

ICB credits: 0.75 Course length: 30 min

Reorganization 102: Mandatory Reorganizations *

- DTC's role in processing mandatory reorganizations
- Types of mandatory reorgs processed by DTC
- PTS and PBS applications used to process mandatory reorgs

ICB credits: 0.75 Course length: 30 min

Reorganization 103: Unit Investment Trust Services *

- Purpose and benefits of the Unit Investment Trust Service
- DTC's Investors' Voluntary Redemption and Sales (IVORS) process
- PTS functions used in the IVORS process
- Surrendering of whole units
- Viewing the status of an IVORS redemption
- Benefits of DTC's change mode of payment (CMOP)
- PTS functions used with CMOP

ICB credits: 0.75 Course length: 30 min

Reorganization 104: Redemption Service and Lotteries *

- Differences between redemptions and maturities
- How the Redemption Service works
- PTS functions and PBS applications associated with the Redemption Service
- Redemption announcements and allocations
- Processing of maturities, full calls and partial calls
- Purpose of lotteries and call lottery process
- Processing of other lottery types
- Rules for recalling securities

ICB credits: 1.5 Course length: 1 hour

Reorganization 201: Voluntary Reorganizations *

- Types of voluntary reorganizations processed by DTC
- PTS functions and PBS applications used to view voluntary reorganization announcements

ICB credits: 0.75 Course length: 30 min

Reorganization 202: Tender Offers*

- Purpose of DTC's Automated Tender Offer Program (ATOP)
- Use of contra-CUSIPs in tender offer processing
- PTS and PBS applications functions used to process tender offers
- Submitting tender instruction
- Submitting a protect and cover of protect

ICB credits: 1 Course length: 1 hour

Reorganization 203: Conversions *

- Processing of conversions at DTC
- PTS functions used for conversion processing
- Benefits of using the Conversion program
- Viewing securities eligible for the DTC Conversion program using PTS
- Submitting conversion instructions using PTS

ICB credits: 1 Course length: 1 hour

Reorganization 204: Rights Subscriptions *

- Purpose of DTC's ASOP program
- How DTC distributes rights
- How DTC distributes the underlying securities
- Subscription subaccounts
- Schedule for submitting instructions
- Things to note when viewing an ASOP-eligible offer
- PTS functions used for rights processing
- Accepting a rights offer
- Submitting a cover of protect to DTC using PTS

ICB credits: 1 Course length: 1 hour

Reorganization 205: Put Options *

- How DTC's Put program works
- Different types of put options
- PTS functions used for puts processing
- Viewing the details of a put offer using PTS
- Submitting put instructions using PTS

ICB credits: 0.75 Course length: 30 min

Reorganization 206: Warrants *

- How DTC's Warrants program works
- PTS functions used for warrants processing
- Viewing eligible warrants using PTS
- Exercising warrants using PTS

ICB credits: 0.75 Course length: 30 min

Reorganization 207: Unit Swingovers *

- How DTC's Unit program works
- PTS functions used for Unit processing
- Viewing the components of a Unit using PTS
- Separating a unit using PTS
- Combining unit components

ICB credits: 0.75 Course length: 30 min

Reorganization 208: Inquiries *

- PTS functions and PBS applications used to send inquiries (PINS)

ICB credits: 0.75 Course length: 30 min

Reorganization 209: CNS Reorg

- How reorganizations are processed via CNS
- Reports and notices produced by NSCC regarding reorganizations
- Comprehensive case study to test your knowledge of CNS reorganizations

ICB credits: 1.0 Course length: 30 min

Reorganization 301: Mandatory Reorganization Deposits *

- Features of Mandatory Reorganization Deposits
- Steps in a mandatory reorganization
- PTS functions REOG and POS
- Tracking an existing reorganization deposit using PTS

ICB credits: 0.5 Course length: 30 min

Reorganization 302: Proxy Services *

- Purpose of the Proxy Service
- Proxy process
- Other shareholder/bondholder services

available

- Processing of Dissenters' Rights/Appraisal Rights
- PTS functions used for proxy processing
- Viewing new proxy announcements using PTS

ICB credits: 0.5 Course length: 30 min

Reorganization 304: Positional Removal Service *

- Purpose of the positional removal (PREM) function in PTS
- Determining when the PREM function should be used
- Criteria for PREM eligibility
- Removing a security using the PREM function

ICB credits: 0.5 Course length: 30 min

Reorganization 305: RTOP Program *

- Purpose and users of Release Transactions over PTS (RTOP) function
- When to use RTOP
- Releasing a pending transaction
- Viewing the Release Transaction page

ICB credits: 0.5 Course length: 30 min

Reorganization 306: Risk Analysis Service *

- Displaying types of expirations and voluntary actions using the PTS function RANA
- When to use RANA
- Viewing the risk analysis inquiry screen

ICB credits: 0.5 Course length: 30 min

Reorganization 307: Legal Notices *

- Purpose of the Legal Notice Service (LENS)
- Using the PTS function LENP
- Viewing a legal notice on the Web

ICB credits: 0.75 Course length: 30 min

Reorganization 308: Case Studies

- Mandatory Reorganization Deposits
- Proxy Service
- GCA Validation Service
- Positional Removal Service
- RTOP Program
- Risk Analysis
- Legal Notices

ICB credits: 0.5 Course length: 30 min

Additional Resources

Instructor-led Classroom Training

Introduction to Corporate Actions

This course presents an overview of corporate actions and the processing life cycle. Included is information on mandatory and voluntary events, distribution and redemption events and shareholder services.

ICB credits: 18.00

Webinars

Introduction to Asset Services: Reorganizations

This session, led by a DTCC Learning training expert, is designed to provide learners with the fundamentals of DTC's processing of mandatory and voluntary reorganizations.

- Mandatory and voluntary reorganization events
- Life cycle of reorganization event processing
- Redemption events

ICB credits: 3.75 Course length: 2 hours

Simulations

Dividends Simulations (Two):

- View announcement details
- View position detail using SDAR

E-Learning Courses

ACATS 101: Introduction to ACATS*

- Overview of ACATS
- ACATS transfer life cycles
- Overview of settlement

ICB credits: 0.5 Course length: 1 hour

ACATS 201: Settling ACATS

- Settling ACATS transactions between broker/dealers
- Settling ACATS involving banks
- ACATS Reports

ICB credits: 0.5 Course length: 1 hour

ACATS 202: Standard ACATS Transfers—Receive Side

- Following a standard ACATS transfer receive side between broker/dealers
- Following a standard ACATS transfer receive side between broker/dealers with special cases
- Following a standard ACATS transfer receive side involving banks with special cases
- Following a standard ACATS transfer receive side between a broker/dealer and a bank with special cases

ICB credits: 1.5 Course length: 1 hour

ACATS 203: Standard ACATS Transfers—Deliver Side

- Following a standard ACATS transfer deliver side between broker/dealers
- Following a standard ACATS transfer deliver side between broker/dealers with special cases
- Following a standard ACATS transfer deliver side involving banks with special cases
- Following a standard ACATS transfer deliver side between a broker/dealer and a bank with special cases

ICB credits: 1.5 Course length: 1 hour

ACATS 204: Non-Standard ACATS Transfers Between Broker/Dealers—Deliver Side

- Following a PTR ACATS Transfer
- Following a PTD ACATS Transfer
- Following a Residual Credit ACATS Transfer
- Following a Mutual Fund Clean Up ACATS Transfer
- Following a Fail Reversal ACATS Transfer
- Following a Reclaim ACATS Transfer

ICB credits: 2.0 Course length: 1 hour

ACATS 205: Non-Standard ACATS Transfers Between Broker/Dealers—Receive Side

- Following a PTR ACATS Transfer
- Following a PTD ACATS Transfer
- Following a Residual Credit ACATS Transfer
- Following a Mutual Fund Clean Up ACATS Transfer
- Following a Fail Reversal ACATS Transfer
- Following a Reclaim ACATS Transfer

ICB credits: 2.0 Course length: 1 hour

ACATS 206: Non-Standard ACATS Transfers Involving Banks—Deliver Side

- Following a PTR ACATS Transfer
- Following a PTD ACATS Transfer
- Following a Residual Credit ACATS Transfer

ICB credits: 1.0 Course length: 1 hour

ACATS 207: Non-Standard ACATS Transfers Involving Banks—Receive Side

- Following a PTR ACATS Transfer
- Following a PTD ACATS Transfer
- Following a Residual Credit ACATS Transfer

ICB credits: 1.0 Course length: 1 hour

CNS 101: Processing and Reporting *

- The purpose of CNS
- The role of DTC in the CNS process
- Information generated by NSCC for CNS

ICB credits: 2.0 Course length: 1 hour

CNS 102: Non-CNS Balance Orders*

- Definitions of “balance orders” and other key terms
- How balance orders are determined
- Information on NSCC’s non-CNS reports
- How foreign securities are processed by NSCC
- Benefits of the Foreign Securities Comparison and Netting (FSCN) service

ICB credits: 1.0 Course length: 1 hour

CNS 201: Possession and Control *

- How to process a CNS exemption
- How to enact a CNS provide override
- The CNS Stock Borrow program
- Benefits of using the Fully-Paid-For Account

ICB credits: 2.25 Course length: 1 hour

RECAPS 101 *

- Defining RECAPS
- How the RECAPS process works
- The RECAPS cycle
- How to submit CUSIPs and fails to RECAPS

ICB credits: 1.5 Course length: 1 hour

RECAPS 201

- Understanding the difference between purchase and sales contracts
- Three possible RECAPS trade statuses
- Five issue types in RECAPS contracts
- Interpreting relevant data on purchase contracts
- Determining trade matching and settlement parameters for transactions using the purchase report

ICB credits: 0.75 Course length: 30 min

RECAPS 202

- Reports that display CNS transactions
- Identifying the information found on each report
- Defining the four marketplace codes
- Six totals displayed on the RECAPS CNS Compared Trade Summary
- Interpreting data on equities reports
- Interpreting data on municipal bond reports
- Detailing the information displayed on the RECAPS CNS Projection Report

ICB credits: 0.75 Course length: 30 min

RECAPS 203 *

- Identifying and defining the system through which Non-CNS transactions are processed
- Reports that display Non-CNS transactions
- Identifying the information found on each report
- Interpreting Non-CNS report data

ICB credits: 0.75 Course length: 30 min

RECAPS 204 *

- Purpose of the RECAPS Advisory Report
- Determining necessary corrective actions on equities and municipal bond reports
- Correcting discrepancies on equities and municipal bond reports
- Purpose of supplemental reporting
- Describing the procedure for submitting fails that were omitted from initial RECAPS input
- Information in supplemental reporting contracts

ICB credits: 0.75 Course length: 30 min

Trade Capture and Reporting 101: Introduction to Clearance

- Introduction to the clearing process
- Executing a trade
- Preparing a trade for clearance
- Introduction to contracts and netting

ICB credits: 1.25 Course length: 1 hour

Trade Capture and Reporting 201: NYSE *

- Introduction to New York Stock Exchange (NYSE) trade capture outputs
- NYSE outputs

Course length: 30 min

Trade Capture and Reporting 202: Amex *

- Introduction to American Stock Exchange (Amex) trade capture outputs
- Amex outputs

Course length: 30 min

Trade Capture and Reporting 203: OTC *

- Introduction to over-the-counter (OTC) trade capture outputs
- OTC outputs

Course length: 30 min

Trade Capture and Reporting 204: NASDAQ *

- Introduction to NASDAQ trade capture outputs
- NASDAQ outputs

Course length: 30 min

Trade Capture and Reporting 205: FSCN *

- Introduction to Foreign Securities Comparison and Netting (FSCN) trade capture outputs
- FSCN outputs

Course length: 30 min

Trade Capture and Reporting 206: Correspondent Clearing *

- Introduction to Correspondent Clearing trade capture outputs
- Correspondent Clearing outputs

Course length: 30 min

Trade Capture and Reporting 207: RIO *

- Introduction to Regional Trade Interface Operations (RIO) trade capture outputs
- RIO outputs

Course length: 30 min

Trade Capture and Reporting 208: Fixed Income *

- Overview of fixed income and Real-Time Trade Matching (RTTM)
- RTTM input and outputs
- Fixed-income settlement

Course length: 30 min

Additional Resources

Instructor-led Classroom Training

Introduction to Clearance & Settlement

This course was designed to give learners an understanding of DTC's settlement process. In addition to describing DTC's end-of-day settlement process, this course discusses the events leading to settlement, risk management controls, and the systems that support the transactions processed at DTC.

ICB credits: 7.25

Webinar

Introduction to Continuous Net Settlement (CNS)

This session, led by a DTCC Learning training expert, is designed to provide learners with an understanding of how transactions are cleared via NSCC's CNS system.

- The purpose of the CNS system
- How CNS nets transactions
- How NSCC reports on CNS activity
- How transaction that are not eligible for CNS are settled

ICB credits: 2 Course length: 1 hour

E-Learning Courses

Collateral Loans 101: Introduction to Collateral Loans *

- Effect of collateral loans on position
 - How to process Federal Reserve Bank (FRB) and Options Clearing Corporation (OCC) pledges
 - Special processing circumstances
- ICB credits: 0.75 Course length: 1 hour

Collateral Loans 102: Processing a Collateral Loan

- Processing free and valued pledges
 - Processing demand of collateral
 - Honest broker procedure
 - Applicable PTS time constraints
- ICB credits: 1.25 Course length: 1 hour

Collateral Loans 103: Tracking Collateral Loan Activity *

- How dividend and income payments are processed for collateral loans
 - Viewing all pledge positions
 - Viewing collateral loan transaction information
- ICB credits: 1.25 Course length: 1 hour

DTC Settlement 101: Fundamentals of Settlement *

- DTC's role in the settlement process
 - The main aspects of risk management at DTC
 - Key characteristics of DTC settlement systems
- ICB credits: 1.5 Course length: 1 hour

DTC Settlement 201: Working with Risk Management Controls *

- Function of DTC's risk management controls
 - How your Participants Fund contribution is calculated
 - Collateral groups
 - How the Collateral Monitor functions
 - How DTC determines the collateral value of a security
 - Net debit caps
 - The impact of Largest Provisional Net Credit on the Collateral Monitor and net debit caps
 - Viewing risk management information using PTS or PBS
- ICB credits: 0.75 Course length: 30 minutes

DTC Settlement 202: Processing Deliveries *

- Purpose of deliveries
 - Automated versus manual deliveries
 - Inventory Management System
 - Authorizing matched institutional delivery trades
 - Entering free and valued deliver orders
 - Processing a deliver order for Fed-eligible securities
 - Matched versus unmatched reclaims
 - Night deliver orders
- ICB credits: 0.75 Course length: 1 hour

DTC Settlement 203: Processing Payment Orders *

- DTC's risk management controls
 - Processing deliver and payment orders
 - Approving or canceling transactions routed to Receiver Authorized Delivery
 - How the Account Transaction Processor affects transactions recycles
 - How DTC nets balances through end-of-day settlement
- ICB credits: 0.5 Course length: 30 minutes

DTC Settlement 204: RAD Processing *

- Purpose of Receiver Authorized Delivery (RAD)
 - Types of transactions eligible for and exempt from RAD
 - Identifying transactions that have been routed to RAD
 - Approving or canceling a transaction routed to RAD
 - How late-day free deliveries can affect RAD
- ICB credits: 0.5 Course length: 1 hour

DTC Settlement 205: Working with the Account Transaction Processor*

- Purpose of the Account Transaction Processor (ATP)
 - Key terms associated with ATP and recycle processing
 - Reasons for transaction recycling
 - Monitoring ATP activity
 - Reclaiming a transaction
 - Viewing and canceling a pending transaction
 - How to handle recycles for collateral or debit cap deficiencies
 - How DTC prioritizes risk management control recycles
 - How to manage insufficient position recycles
- ICB credits: 0.75 Course length: 1 hour

DTC Settlement 206: Balancing and End-of-Day Settlement *

- How DTC nets balances through end-of-day settlement
 - How to balance accounts using PTS or PBS
 - Role of a settling bank
 - End-of-day settlement timelines
- ICB credits: 0.75 Course length: 1 hour

NSCC Envelope Settlement 101 *

- Purpose of the NSCC Envelope Settlement Service
 - Processing of claims through the Dividend Settlement Service
 - How the Funds Only Settlement Service works
 - Viewing consolidated settlement information
- Course length: 1 hour

Stock Loans and Repos 101*

- What a stock loan is
 - Effects of stock loans on position
 - Ramifications of stock loan default
 - What a REPO is
 - Difference between stock loan and REPO
 - Effects of REPOs on position
 - Ramifications of REPO default
- ICB credits: 1.00 Course length: 1 hour

Stock Loans and Repos 102

- How to use DTC systems to process stock loans, stock loan returns, repos, and repo returns
 - Appropriate transaction reason codes
 - Relevant PTS/PBS time constraints
- ICB credits: 1.25 Course length: 1 hour

Stock Loans and Repos 103*

- How dividend and income payments are processed
 - Adjustments
 - Viewing stock loan and REPO activity and transaction details
- ICB credits: 1.00 Course length: 1 hour

Additional Resources

E-learning

Money Market Instrument (MMI) Contingency

Learn how to process maturity obligations through DTC's settlement system during and after an emergency.

ICB credits: 1.0

Simulations

Settlement Simulations (9):

- Approve a transaction in RAD
- Input a free deliver order
- Input a valued deliver order
- Receive a tracked IPO issue
- Reclaim a deliver order using ART
- Reclaim a deliver order using the transaction number
- Reclaim a payment order using ART
- Reclaim a payment order using POLU

Instructor-led Classroom Training:

Introduction to Clearance & Settlement

This course was designed to give learners an understanding of DTC's settlement process. In addition to describing DTC's end-of-day settlement process, this course discusses the events leading to settlement, risk management controls, and the systems that support the transactions processed at DTC.

ICB credits: 7.25

Webinars:

Introduction to DTC Settlement Part 1: Risk Management Controls

This session, led by a DTCC Learning training expert, is designed to provide learners with an understanding of the concepts, terminology and fundamentals of DTC settlement processing and the risk management controls supporting the system. This session also includes screen shots and explanations of the associated risk management PBS applications.

- Requirements for using the DTC Settlement Service
- How transactions are recorded in a participant's account
- How settlement occurs at DTC
- DTC collateralization
- Risk management controls and how to make inquires
- Why transactions recycle and how to respond
- PBS applications used to perform risk management activities

ICB credits: 2.5 Course length: 2 hours

Webinars:

Introduction to DTC Settlement

Part II: End of Day Settlements

Builds on concepts introduced in Introduction to DTC Settlement Part 1 Risk Management Controls and incorporates terms, systems, and processes associated with settling transactions at DTC. The session also includes screen shots and explanations of the PBS applications used for settlement transactions.

- Deliver orders, payment orders, reclaims and collateral loans
- How to process a deliver order and payment order
- How to approve/cancel a transaction in RAD
- How to process a reclaim using the Activity Research Tool
- The responsibilities of participants and settling banks during end-of-day settlement
- The purpose of the Consolidated Settlement System
- How the Participant Account Statement is used for balancing accounts
- The timeframes associated with the end-of-day processing schedule
- Using PBS applications in conjunction to learn how to with settlement transactions activities

ICB credits: 3.5 Course length: 2 hours

Stock Loan and Repurchase Agreement (REPO) Problem Resolution

This session, led by a DTCC Learning training expert, is designed to provide learners with an understanding of the concepts, terminology, and fundamentals of stock loan and REPO processing at DTC. This session also includes screen shots and explanations of the associated PTS functions.

- The purpose of DTC's stock loan and repurchase agreement (REPO) tracking system
- When stock loan and repurchase agreement (REPO) tracking occurs
- Common reasons for out-of-balance conditions
- The tools available to research out-of-balance conditions
- How to correct out-of-balances

Course length: 2 hours

Fixed Income (FICC)

E-Learning Course

MBS 101: Introduction to Mortgage-Backed Securities (MBS)

This course presents an overview of the MBS marketplace, including investment characteristics and performance risks.

Instructor-led Classroom Training

Introduction to Mortgage-Backed Securities (MBS)

This session, led by a DTCC Learning training expert, is designed to provide learners with an in-depth understanding of the concepts, terminology and fundamentals of the mortgage-backed securities market.

- MBS usage
- Types of MBS instruments
- Investment characteristics of MBS
- Yield-to-premium explanation
- Performance risk
- Pool characteristics
- MBS players

Course length: 4 hours

Webinars

Introduction to Mortgage-Backed Securities (MBS)

This session, led by a DTCC Learning training expert, is designed to provide learners with an overview of the concepts, terminology and fundamentals of the mortgage-backed securities market.

- MBS usage
- Types of MBS instruments
- Investment characteristics of MBS
- Yield-to-premium explanation
- Performance risk
- Pool characteristics
- MBS players

Course length: 2 hours

Electronic Pool Notification (EPN)

This session, led by a DTCC Learning training expert, is designed to provide learners with an understanding of MBS processing via Electronic Pool Notification and EaSy Pool Services for Mortgage-Backed Securities.

- Explanation of EPN messaging
- How to use EaSy Pool to manage TBA allocation needs

Course length: 2 hours

FICC -Government Securities Division Simulations (20)

- Use Common Screen Elements and Functions
- Log into the RTTM System and View the Home Page
- Enter DVP Cash Trade (Buy/Sell)
- Enter a “When-Issued” Buy Cash Trade as a Dealer
- Enter Repo and Reverse Trades as a Broker
- Enter Repo and Reverse Trades as a Dealer
- Enter a Repo Substitution with a Single Allocation
- Enter a Repo Substitution with Multiple Allocations
- Affirm a Trade
- Modify a DVP Cash Trade
- Modify a Repo Trade
- Cancel a Trade
- Perform a DVP Trade Query
- Perform a DVP Advisories Split-View Query
- Perform a Repo Substitutions Query
- Perform an Obligations Query
- Perform Advanced Queries
- Access Reports from the Report Center
- Access the Business Administration Section
- Perform Site Administration

Derivatives

E-Learning Courses

Deriv/SERV's Trade Information Warehouse

101: Overview

- Deriv/SERV's role in the industry
- Key components and benefits of the Warehouse
- Processes involved in the establishment of the Warehouse through Backload and Trade Confirmation
- The concept of “gold” trades and the importance of keeping them “gold”

Course length: 1 hour

Deriv/SERV's Trade Information Warehouse

102: Payments Processing

- Definition and scope of payments processing
- Accepted payment types
- Rules and procedures governing TIW payments processing
- TIW payments eligibility, calculation flag settings, trigger events and reporting mechanisms

Course length: 1 hour

Deriv/SERV's Trade Information Warehouse

103: Credit Events Processing

- How credit events are processed by the TIW
- Process flow of credit events processing
- Implications of “adherence”

Course length: 1 hour

Deriv/SERV's Trade Information Warehouse

104: Net Settlement

- The players in the net settlement service process
- The relationship between Deriv/SERV and the CLS Bank International
- Settlement GUI screens and affiliated settlement reports

Course length: 1 hour

Additional Resources

TIW Trade Information Warehouse

Simulations (3)

- Submit trades for adherence to a credit event
- List trades that have been adhered to a credit event
- Set the Calc Flag

MCA-Xpress Simulations (6)

- Initiate Master Confirmation Agreement (MCA) enrollment
- Negotiate an MCA and submit for execution
- Approve/Deny a client firm & amend an MCA using the MCA Wizard
- Execute an MCA
- Upload pre-existing MCAs
- Upload & search documents

Novation Consent Simulations (11)

- Create a Novation Consent Request using a warehouse trade
- Create a Novation Consent Request using an outside trade
- Modify or cancel a Novation Consent Request
- Approve a Novation Consent Request
- Reject a Novation Consent Request
- Dispute/Undispute a Novation Consent Request
- Modify Auto Generate Assignment option
- Download Novation Consent Requests
- Search Novation History - Audit Trail
- Upload Novation Consent Requests
- Sorting & filtering Novation Consent Requests

Syndicated Loans

Webcasts

Loan/SERV

This webcast provides an overview of the current challenges in the syndicated loan market today and how Loan/SERV will address them. In addition, Loan/SERV Position Reconciliation features are highlighted including a product demo.

Simulations

Loan/SERV Position Reconciliation Agent Scenario

- Initiate a facility
- Upload transactions
- Agree to a proposed match

Loan/SERV Position Reconciliation Lender Scenario

- Upload transactions
- Search positions
- Propose a manual match

Insurance

E-Learning Courses

ACATS/IPS

- Overview of the ACATS/IPS Service
- How IFT impacts the ACATS/IPS Service
- How to re-register an insurance asset via ACATS/IPS
- The CAT confirmation process
- The IFT record layout for each ACATS/IPS transaction

Course length: 1 hour

IPS Commissions

- The function of commissions within the insurance industry
- The role of DTCC in regard to the Insurance Services Commissions product
- The roles of carriers and distributors in sending and receiving commission file transmissions
- The timeframes involved in commission file processing
- How to correctly populate the fields in a commission transmission file

Course length: 1 hour

IPS Initial Applications and Subsequent Premiums

- Introduction to Initial Applications and Subsequent Premiums
- Processing Initial Application and Subsequent Premium transactions via DTCC
- IPS record layout for both Initial Application and Subsequent Premium transactions

Course length: 1 hour

IPS Financial Activity Reporting (FAR)

- Introduction to FAR
- Preparing for FAR files
- Sending and receiving FAR files
- FAR looping structure and record layout

Course length: 1 hour

IPS Licensing and Appointments (LNA)

- Overview of the LNA service
- Processing LNA transactions via DTCC
- Special processing considerations
- In-force transactions (IFT) record layouts for LNA transactions

Course length: 1 hour

IPS Positions and Valuations

- The function of Positions and Valuations within the insurance industry
- The role of DTCC in regard to the Insurance Services Positions and Valuations product
- The roles of carriers and distributors in sending and receiving position file transmissions
- The timeframes involved in position file processing
- How to correctly populate the fields in the position transmission files

Course length: 1 hour

Additional Resources

LNA Access Simulation (1)

- Entering an Initial Appointment

Additional Training

Instructor-led Classroom Training

Introduction to the Securities Industry

In this full-day course, learn about the 1960s paperwork crisis, the market-place players, and the governing bodies that helped create and stabilize the exchanges and marketplaces in the United States. Attendees of this workshop will learn about the life cycle of a trade, trading practices, and industry infrastructures that were adopted to support the securities industry.

ICB credits: 8.5 Course length: 1 day (classroom) or 3 2-hour sessions (Webinar)

Webinars

Introduction to DTCC

This one-hour webinar is designed for individuals new to the securities industry or new to interfacing with the DTCC organization. It provides an overview of the Company's structure and describes the role each of its subsidiaries play in the processing of transactions after a trade has been completed.

PBS and SMART/Search Navigation

This 45-minute Webinar navigates attendees through the Participant Browser Services and SMART/Search applications.

Simulations

GWIZ Navigation Simulation:

- Search for details on a particular issue, including DTC processing information, dividend and interest payments, and billing information.

Webcasts

Loan/SERV Overview

View this high impact multimedia presentation highlighting the current industry challenges in the syndicated loan market and how Loan/SERV will address those needs. The presentation also includes: detailed process flow and system demo, in addition to upcoming Loan/SERV enhancements and contact info.

Corporate Actions Redesign

View this recorded session of a DTC expert discussing DTC's plans to redesign its corporate actions systems and applications and how it will improve corporate action processing at DTC.

PBS—What's Changed?

View this recorded session of a DTC expert comparing and contrasting navigation in DTC's Participant Terminal System (PTS) with the new Participant Browser Services (PBS) application.

Certification

The DTCC Learning certification program gives customers a tool to document, measure, and track the DTCC-related skills of their employees. The program can also strengthen continuity planning by providing a map of where DTCC skills reside, assisting firms in managing institutional memory. Skilled employees can move more easily among functional areas and make future contributions to processing efficiencies.

FACT: All major players in the financial industry rely on products and services offered by DTCC's subsidiaries. In 2007, the equities transaction settlements for DTCC's subsidiaries totaled \$283 trillion.

DTCC-related skills are indispensable to an individual wanting to advance within a financial services firm. DTCC Certification is a credential that attests to your effective usage of DTCC's systems and services - measured, tested, and confirmed right at the source. **DTCC Certification is a way to position your value to your employers in the financial industry, both present and future.** Knowledge is power: efficiency, accuracy, agility, and productivity are absolute requirements in the financial services arena.

The courses within each DTCC Learning curriculum provide the foundation for the certification exams. Although completion of these courses is not required to sit for an exam, test takers are expected to have mastered the content within these courses in order to successfully pass the exam and become DTCC Learning certified. Courses that prepare prospective candidates to take an exam are indicated in the course description with a star★.

DTCC Learning currently offers Certification in: [Clearance](#), [Corporate Actions](#), [Securities Processing and Settlement](#).

Here's what some Certified Specialists at Fifth Third Bank have said about the value of certification to them:

"Having a **broad understanding** of how the areas of securities processing are intertwined enables a securities processing specialist to be more **effective** at resolving issues."

Carrie Potter

"The recognition of having **DTCC** certification gives me credibility within my company. It shows a possession of certain attributes that are **beneficial** to have in any area of work."

Eric Armstrong