



Geometric Progression

Cutting thru complexity



Understanding the Financial Markets

Overview

Learn all about the financial markets, from how they work to making money. This course assumes that you know nothing about the financial markets and covers all of the fundamentals of the markets and jargon in plain English. Examples are used that relate to your own life and video is included to reinforce many of the concepts.



The course starts by explaining the key jargon you need to understand to survive in the markets and explains how the concept of money was developed. We then introduce the concept of the "capital" markets by going through the process of starting a business and growing it to the point where we list on an Exchange and raise finance through issuing shares and bonds. The topics covered include:

- Setting up a business;
- Markets; OTC; The spot convention;
- Book building and road-shows;
- Understanding shares;
- Money Markets, Bonds, Coupons, principal, ratings and Repos;
- Trading and all the trading jargon e.g. yours, mine, long, short, choice price etc ;
- Fund management, indices, hedge funds, passive & active management; Unit trusts;
- Retirement funds and what happens when you retire; Retirement annuities;
- Analysis in the markets; Fundamentals, Technicals and Quants;
- Speculation and trading rules;
- Forex and the international currency markets;
- An introductions to Derivatives; forwards, futures and options;
- Settlement and payment Systems, SFIDVP;
- Front office, back office, private equity and merchant banking; the Reserve Bank;
- Insurance and policies;
- Getting ahead in the markets and personal investing.

Are you bullish or bearish?



I'm a Buffalo dude!



Please refer to the agenda attached for more info.

Venue: Botswana Stock Exchange

When:

24 & 25 Feb 2011

5 & 6 May 2011

30th & 31st Aug 2011

29th & 30th Nov 2011

Duration: 2 Days.
(8h45 - 16h30)

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Prerequisites

None! This really is a course for everyone and anyone. Whether you are school leaver, a business graduate, a professional, a manager, CEO, CFO etc, you will benefit!

We have trained thousands of delegates over the last few years who have come from a variety of backgrounds.

Suitable for:

- Everyone!
- All Treasury staff from Back Office through to Front Office
- Business analysts
- Professionals
- Investors
- Traders
- Regulators & Compliance Staff
- Risk Managers
- Fund Managers & Trustees
- Graduates and interns.
- Delegates registered to write CFA®, FRM® or RPE.
- Anyone seeking a greater insight into the Derivatives Market.

A certificate is available on request

Cost

Early Bird: P4,650 + vat = P5,208

Normal Cost: P4,950 + vat = P5,544

Early bird prices apply to any booking made more than 2 weeks before the course start date

Group Booking Discounts:

3rd delegate & more gets 5%. Available for delegates from one organisation attending the same course.

Geometric Progression is accredited as a provider of education and training by BANKSETA. Accreditation number: 557066.

We are a B-BBEE level four contributor. We have a B-BBEE procurement recognition level of 100%. The rating was performed by the Department of Trade and Industry (the DTI).

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Agenda

1. The Origin of the markets

- The story from barter to e-money;
- The Gold standard;
- The trade life-cycle & Methods of Trading;
- The spot convention;
- OTC vs On – Exchange.

This section includes videos of the “dealing room” and the “old” dealing floor.



2. The Capital Markets

- Raising Finance and starting a business;
- Equity: What it is, how it works and making money from Equity;
- Book-building & Road-shows;
- Money markets including, commercial paper, NCD's, Treasury Bills etc;
- Bonds: What they are, how they work including: rating agencies, YTM, coupons , etc;
- A brief overview of the types of Bonds;
- An introduction to Repos. (This is where we teach you to trade in millions without having any money!).

This section includes videos on numerous topics

3. Trading and all the Trading Jargon

- Agent & Principal;
- Jargon such as “Yours”, “Mine”, “Double”, “Spread”, Choice etc;
- Arbitrage, hedging, speculating, long \ short.

Activity: Delegates will take positions from a trading screen in the market.

4. Market Indices & Portfolio management

- Indices & how they work;
- Passive and Active investing;
- Fund Management and the jargon that goes with it;
- The portfolio management process;
- Hedge Funds- why they are different;
- A brief look at Unit trusts and ETF's.

5. Retirement Funds.

- Pension and provident funds – what you need to know about retirement!
- Why Retirement Funds are so important in the marketplace;
- Retirement annuities.

Activity: Delegates will be able work out how much they personally need to retire.

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6. Investing in the Markets

- Scams to watch out for;
- Investing vs Speculating;
- Investing in Equities and Bonds;
- Introduction to Fundamental analysis;
- Introduction to Technical analysis;
- Introduction to Quantitative analysis;
- Introduction to Legal analysis;
- Some Speculation rules.

Group discussion: Financial Scams and some videos.



7. FOREX

- The jargon of the Forex market and how it works;
- Base, terms and pips;
- Quoting conventions and the crosses;
- Nostro & Vostro.

8. Derivatives

- Understanding volatility;
- A review of all the derivatives in plain English;
- Understanding Forwards, Futures and Options;
- Applications of derivatives and hedging.

9. Payment Systems and Settlement

- The trade life cycle;
- Securities Operations & the Back Office;
- SWIFT and Settlement system, etc;
- Settlement Jargon.

10. Banking & Insurance

- Commercial Banks;
- Investment Banks & niche banks;
- The Reserve Bank And the Basel Accord;
- A brief introduction to insurance, assurance and policies.

11. Getting ahead in the financial markets

- Incorporating the markets into your personal lives;
- Common sense investing that is not so common;
- The next steps.

Activity: Putting together a personal investment plan.

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Tutor: Mark Raffaelli CFA, FRM

Mark graduated with a Bachelor of Commerce from the University of Natal, South Africa in 1990. He is a CFA Charterholder and a member of the CFA Institute. He is also a fellow member of the Global Association of Risk Professionals (GARP) and has the Financial Risk Manager (FRM) qualification. Mark's extensive experience ranges from trading in Spot & Derivative Products and Consulting to the development of Risk Models, Pricing Software and Trading Systems. Those who have been to Mark's courses will know about his passion for the financial markets and ability to cut through jargon, simplify technical issues and provide real life examples. He has been nicknamed the "Steve Irwin of the financial markets".



What makes Geometric Progression different from other providers:

- We don't regurgitate traditional textbooks; instead we share real life experiences rather than a hypothetical academic view.
- We explain all the products as they relate to your own lives in plain English.
- We look at how the products are used by the professionals and how you could use them yourselves to make money.
- We are one of the few providers globally that also runs courses on the more intricate aspects of the financial markets e.g. stochastic mathematics, matrices etc.
- We love multimedia and include video and film in our courses.

We also offer practical training e.g. we teach people how to trade as if they were on the desk so that they get a turn to find out what it is like. Excel and computer examples are used where required.

Things delegates have said about this course:

- "This is the only course I have attended where the financial markets have been explained in plain English that everyone can understand."
- "Mark gets 11 out of 10 for passion, energy and enthusiasm!"
- "Brilliant, Brilliant, Brilliant"
- "I wish I attended this course straight after school".
- "I liked the way Mark explained the markets in terms that I could relate to."
- "The way Mark shares his knowledge and experience in the financial markets is inspiring!"
- "I have attended many courses about the markets and this is the one that I want to send my kids on when they are old enough."
- "This course will help me to do my job better. Thank-you!"
- "The course is fun, intense and the notes are detailed. Well done!"

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Terms and Conditions

Customer Information:

Fees include all the tuition, course file, lunches and refreshments for the duration of the course. Geometric Progression & The Botswana Stock Exchange is not responsible for covering airfares or other travel costs incurred by registrants. Delegates will be responsible for their own accommodation and transport.

Disclaimer:

Geometric Progression & The Botswana Stock Exchange reserves the right to change or cancel any part of the training courses due to unforeseen circumstances.

Cancellations:

If you cancel more than 10 working days before the course date, there is no cancellation fee. If you cancel between 2 and 10 days before the course date, a cancellation fee of 50% will be charged. Any cancellation less than 2 days before the course date will result in the full fee being charged.

Substitutions:

Registered delegates may be substituted at any time prior to the seminar without incurring any additional fee. Please inform Geometric Progression of the change.

Payments:

Payments must be made prior to the running of the event unless otherwise agreed with Geometric Progression.

Confirmation:

All registrations will be deemed confirmed and subject to these Terms and Conditions. Any disabled individual desiring auxiliary aid for this conference should notify Geometric Progression at least one week prior to the conference in writing, fax or email.

PLEASE NOTE:

Geometric Progression & The Botswana Stock Exchange reserves the right to refuse admission where evidence of full payment cannot be shown.

Geometric Progression & The Botswana Stock Exchange reserves the right to cancel the course. Registered delegates will be notified and a full refund will be made.

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Booking Form

Course: _____ Date of Course: _____

DELEGATE 1

First & Last Name: _____

Designation: _____

Company: _____ Department: _____

Tel: _____ Fax: _____ Cell phone: _____

Email: _____ VAT Registration No: _____

Postal Address _____

Special Dietary requirements (pls circle) None Kosher Halaal Vegetarian

DELEGATE 2

First & Last Name: _____

Designation: _____

Company: _____ Department: _____

Tel: _____ Fax: _____ Cell phone: _____

Email: _____ VAT Registration No: _____

Postal Address _____

Special Dietary requirements (pls circle) None Kosher Halaal Vegetarian

DELEGATE 3

First & Last Name: _____

Designation: _____

Company: _____ Department: _____

Tel: _____ Fax: _____ Cell phone: _____

Email: _____ VAT Registration No: _____

Postal Address _____

Special Dietary requirements (pls circle) None Kosher Halaal Vegetarian

Authorised By: Date:

Signature: