

# fineo.BANKADEMY

Foundation Course in Banking & Finance

4 day course

12, 13, 19, 20 March 2012

course for individuals



foundation course



wide-ranging choice of topics



attendance course



course held in English



**The foundation course in Banking & Finance provides practical knowledge for banking, the business of investment and lending for newcomers to the world of banking.**

## Foundation Course in Banking & Finance

### ● **Financial Centre and Institutions**

Swiss Banking Industry  
Deposit Business, Due Diligence  
and Money-Laundering  
Payment Transactions

### ● **Securities and Portfolio Management**

Fixed Income  
Equities  
Principles of  
Portfolio Management

### ● **Portfolio Management and Derivatives**

Applications of  
Portfolio Management  
Options and Futures  
Alternative Investments and  
Structured Products

### ● **Exchanges and Lending Business**

Exchanges  
Introduction to the Lending  
Business  
Private and Commercial Loans

This course is perfect for those new to the field of banking or for those wishing for a career change, with a desire to gain a comprehensive understanding of key issues in banking within a short period of time.

12 March 2012

## Financial Centre/Institutions

### ● **Swiss Banking Industry**

Overview of the Swiss banking system and its most important institutions, such as, the Swiss National Bank, the FINMA and the Swiss Bankers' Association. Introduction to the legal principles of banking, as well as, the structure of bank balance sheets and income statements.

### ● **Deposit Business, Due Diligence and Money-Laundering**

Introduction to the deposit business of banks, the legal aspects of depositor protection and the fight against money laundering in Switzerland.

### ● **Payment Transactions**

Presentation of payment systems used in Switzerland and abroad. Introduction and evaluation of specific payment transactions, as well as, the participating institutions.

13 March 2012

## Securities/Portfolio Mngt

### ● **Fixed Income**

Introduction to fixed income instruments with emphasis on their particular characteristics, relevance in the market, market quotation and aspects of risk and return.

### ● **Equities**

Review of shares, stock markets and the role of indices. Intuitive introduction to the valuation of stocks and the most important forms of corporate actions.

### ● **Principles of Portfolio Management**

Discussion of the core aspects of portfolio theory and diversification.

19 March 2012

## Portfolio Mngt/Derivatives

### ● **Applications of Portfolio Management**

Presentation of investment funds and other forms of investment, such as, real estate, precious metals and foreign exchange.

### ● **Options and Futures**

Detail discussion of Options and Futures - the two categories of derivative instruments – and their places of trading.

### ● **Alternative Investments and Structured Products**

Overview of alternative forms of investment, such as hedge funds, private equity, commodities and structured products.

20 March 2012  
**Exchanges/Lending Business**

● **Exchanges**

Importance of stock exchanges and their methods of operation. Discussion of central aspects of SIX Swiss Exchange.

● **Introduction to the Lending Business**

Basic principles and importance of the lending business for Swiss banks. Introduction to various levels of risk management and legal aspects of the Swiss Capital Adequacy Ordinance.

● **Private and Commercial Loans**

Evaluation of different types of loans, with particular focus on consumer loans, Lombard loans and mortgages.

**Fees**

The price of this 4 day course is CHF 2'800 and covers tuition, course material and lunches during the program.

If several persons from the same company sign on this course we additionally offer a rebate of 10% for the second person, the third person receives a rebate of 20% and up from four persons we offer a rebate of 30%. A place for the participant on the relevant course is confirmed once payment has been received by fineo Ltd. Enrolments can be cancelled in writing up until four weeks prior to the scheduled commencement of the course. If cancellation is made less than four weeks prior to course commencement, course fees will be charged in full.

**Certificate**

fineo Ltd awards a certificate to those who complete the course and successfully pass the exam. The examination fee is CHF 300.

**Location**

fineo Ltd  
Sonnenbergstrasse 36  
8032 Zurich

**Duration**

08:30 to 17:00  
lunch break: 12:00 to 13:00

**Teachers**

**Serge Nussbaumer**  
nussbaumer@fineo.ch

**Reto Casserini**  
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**Contact Information**

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Schweizerisches Qualitätszertifikat für Weiterbildungsinstitutionen  
Certificat suisse de qualité pour les institutions de formation continue  
Certificato svizzero di qualità per istituzioni di formazione continua

# fineo

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