

OTC Derivatives Administration Summary Syllabus

ELEMENT 1 Introduction

- 1.1 The Definitions and History of Derivatives Trading
- 1.2 The OTC Market, Uses and Users

ELEMENT 2 Forward Rate Agreements And Swaps

- 2.1 Interest Rate Changes
- 2.2 Forward Rate Agreements (FRA)
- 2.3 Interest Rate Swaps (IRS), Basis Swaps and Currency Swaps
- 2.4 Settlement Details

ELEMENT 3 Otc Options

- 3.1 The Basics of Options
- 3.2 Option Positions
- 3.3 Settlement
- 3.4 Valuation and Pricing
- 3.5 Option Strategies
- 3.6 Further Option Types

ELEMENT 4 Other Principal Derivative Products

- 4.1 Interest Rate Protection
- 4.2 Variations of Interest Rate Products
- 4.3 Foreign Exchange

- 4.4 Asset Swaps and Bond Options
- 4.5 Credit Derivatives
- 4.6 Equity Products
- 4.7 Other Products

ELEMENT 5 Pricing Considerations

- 5.1 Pricing Considerations
- 5.2 The Greeks

ELEMENT 6 RISK THEORY

- 6.1 Principal Risk Categories

ELEMENT 7 Finance, Accounting And Regulatory Issues

- 7.1 Financial Treatment of Derivatives and Capital Framework

ELEMENT 8 Operations

- 8.1 Trading Processing and Controls
- 8.2 Payment and Reconciliation
- 8.3 Collateral
- 8.4 Documentation
- 8.5 Settlement and Trade Support
- 8.6 Electronic Processing

Exchange-Traded Derivatives Administration Summary Syllabus

ELEMENT 1 The History and Development of Derivative Markets

- 1.1 The First Futures and Options Markets
- 1.2 Development of the Markets
- 1.3 Overview of the Exchange-Traded Derivatives and OTC Markets

ELEMENT 2 An Introduction to futures

- 2.1 Characteristics of Futures
- 2.2 Basic Principles of Pricing Futures

ELEMENT 3 An Introduction to options

- 3.1 Characteristics of Options
- 3.2 Basic Principles of Pricing Options

ELEMENT 4 Derivative use

- 4.1 Hedging
- 4.2 Income Enhancement
- 4.3 Speculation
- 4.4 Asset Allocation
- 4.5 Arbitrage

ELEMENT 5 The Role of a Derivative Exchange

- 5.1 Structure and Objectives of Exchanges
- 5.2 Trading Mechanisms
- 5.3 Market Membership
- 5.4 Overview of Major Markets
- 5.5 Overview of developing markets

ELEMENT 6 The Role of the clearing House

- 6.1 Structure and Objective of Clearing Houses
- 6.2 Membership and Rules
- 6.3 Overview of Clearing Houses

ELEMENT 7 The Basics of Margin

- 7.1 Initial Margin
- 7.2 Variation Margin
- 7.3 Default

ELEMENT 8 Clearing and settlement

- 8.1 Payment and Receipt (Clearing House and Clearing Member)
- 8.2 The relationship between the Clearing Member and the Client
- 8.3 Deliveries
- 8.4 Global Clearing
- 8.5 Position and Close Out Management

ELEMENT 9 Derivative Regulation and Compliance

- 9.1 Regulation
- 9.2 Other Key Industry Regulation
- 9.3 Compliance

ELEMENT 10 Risk and Controls

- 10.1 Credit Risk
- 10.2 Market Risk
- 10.3 Operational Risk

Certificate Code: **C06**

CERTIFICATE PROGRAM IN DERIVATIVES ADMINISTRATION

On successful completion of the course and examination you will

- Receive Certificate in OTC Derivatives Administration or ETD Derivatives Administration conferred by Stratadigm
- Be ready to complete the Certificate in Investment Administration - OTC Derivatives Administration or ETD Derivatives Administration conferred by the Chartered Institute for Securities & Investment, UK

Course Duration

80 hours of class-room sessions

Course Delivery Channel

Instructor-led, class room sessions

Instructor-led, virtual class room sessions with contact sessions

Course Schedule (for instructor-led, class room sessions)

Flexible schedules-week-end classes for working professionals and evening classes for students / others

Course Methodology

Course delivery will use a fine mix of Theory; Examples and Workflows. Concepts will be driven with the help of Games; Quizzes; Role Plays; Case Studies and Caselets; Exercises; and Problem Solving etc.

International Certification

Chartered Institute for Securities & Investment

For more information please write to: info@stratadigm.biz or call: +91 40 40123624



Certificate Program in Derivatives Administration

The Chartered Institute for Securities & Investment

The Chartered Institute for Securities & Investment is the largest and most widely respected professional body for those who work in the securities and investment industry in the UK and in a growing number of major financial centres round the world.

Formed in 1992 by London Stock Exchange practitioners, we now have more than 40,000 members in 89 countries. In the past year, we set almost 40,000 examinations in 49 countries, covering a range of vocational qualifications.

Stratadigm is an Accredited Training Partner for CISI in India and the Sultanate of Oman

The objective of the certification is to ensure that candidates have an introduction to and sound understanding of Over-the-Counter Derivatives or Exchange-Traded Derivatives as far as it relates to the needs of operations, administration and IT staff.

And more...

...this certificate can be followed by additional certificates that could lead to the institute conferring the 'Diploma in Investment Operations'. Eventually, you can emerge as a professional with domain competence in the world of derivatives administration, which is a critical aspect in the derivatives transaction life cycle and value chain.

As the holder of the certificate issued by Stratadigm you can be confident that your investment in the examination fees of the international body will be rewarded with success. The Stratadigm certification process ensures your knowledge levels are sufficient and adequately tested to be successful in the international certification exam.

About the programme

Coverage

The program gives you a sound understanding of the history and development of the derivative markets, introduction to the different types of derivatives instruments created and traded in the markets (both Over The Counter and Exchange Traded), pricing considerations, the roles and responsibilities of a derivatives exchange and a clearing house, the concept of margins, clearing and settlement methods, derivatives-related regulations and compliance requirements, risks and their management etc.

Program Delivery

The program is delivered through in class room sessions through up to 80 hours of instruction. Programs are driven by an exciting blend of cases, role plays, problem solving and quizzes.

Resource Center

The program is supported by a special subject-matter Resource Center which the participant can access online for the duration of the program till the date of the certification exam.

A Stratadigm certified candidate has further access to the resource center to update his / her professional knowledge on an ongoing basis.

Cafe Stratadigm, a monthly newsletter allows participants to retain the perspective and industry awareness acquired through the program.

Participants get

- A course handbook which covers the subject matter comprehensively
- Resource Centre access
- Course notebook

Tutors

Stratadigm tutors are experienced professionals (domestic and overseas) with subject matter expertise. They are rigorously oriented to Stratadigm's proven methodology of course delivery designed for learning effectiveness. Tutors are individually approved by CISI.

Logistics

Programs are conducted at your work location or at a suitable location organized by Stratadigm. The timings are worked out to the requirements of working professionals who need to balance work considerations and personal commitments.

Alternatively, for those at distributed locations our Virtual Classroom overcomes the logistics issues easily.

Your Commitment

Participants must commit to attending more than 80% of the sessions and complete all assignments rigorously and on time. This is necessary to derive complete benefits of the program of study and to achieve the standard necessary for eventual certification.

Examinations

Computer Based Testing is conducted round the year at CISI authorised testing centres in Ahmedabad, Bengaluru, Hyderabad, Kolkata, Chennai, Gurgaon, and Mumbai.

Candidates are advised to book the slots in advance due to limitations in number of seats available at each centre.

There are 3 stages to complete when a candidate wants to sit their first examination:

- Registering with the CISI paying the registration fee
- Booking an CISI examination - first by completing an examination entry form
- Submitting a Qualification Registration Form.

The OTC Derivatives Administration and Exchange Traded Derivatives Administration examination will be of 1 hour duration consisting of 50 questions each drawn from modules covering aspects mentioned in the course coverage above.

Fee

Stratadigm training fees of Rs. 20,000/- per participant.

Please note that the Stratadigm course fee does not include the CISI Registration and Exam fees (currently about GBP 400).

For more information please write to: info@stratadigm.biz or call: +91 40 40123624