



# Introduction to FIGARO 3 Day Course

## About the course

The purpose of this course is to provide New Users, Super Users and I.T. staff with a general overview of the Figaro system and with across the board training. The course is based on everyday scenarios and includes a hands-on element using the FIGARO environment.

## Course Objectives

On completing the course, the successful delegate where relevant, will be able to:

- Sign on and navigate through the Figaro Back & Front Office systems
- Understand the basics of:
  - Client Inception
  - Accounts
  - Trade Processing
  - Deposit Interest
  - Management Fees
  - Portfolios & Stock File
  - Nominees
  - ISAs
  - Corporate Actions
  - CGT & Performance
  - Regulatory Reporting
  - Day End

## Who should attend the course?

- This course is designed for New Users, Super Users & I.T. staff who require an overview of the FIGARO system.
- It is suitable for both new users and those experienced users who have learnt on the job and want to fill gaps in their knowledge

## Course Prerequisites

- Delegates should have basic knowledge of the finance industry.

## Course Content

### Day 1: General Overview & Key Concepts

- Figaro Functionality & Overview
- Launching Figaro
- Revenue Generation
- Client Details
- Accounts

### Day 2: Trading, Portfolios, Fees & Interest

- Orders
- Contracting & Posting
- Settlement
- Portfolios
- Stock File
- Valuations
- Management Fees
- Deposit Interest

### Day 3: Nominees, ISAs, Portfolio Management

- Nominees & Custodians
- TSPs & Recipients
- 3 Way Reconciliation
- ISAs
- Corporate Actions & Interaction
- CGT & Performance in Front Office

## Course Details

- Duration: 3 Days
- Course booking reference: **FIGAROJ601**

## Course Venues

Courses can be held at our fully equipped training facilities in London (details below) or delivered on your premises

- JHC Plc, Ground Floor West, Cottons Centre, Cottons Lane, London SE1 2QG

## Contacting JHC Plc

For information on booking this course please contact our training department:

- Ph. 0207 367 6532
- Email: [training@jhc.co.uk](mailto:training@jhc.co.uk)

