



JHC Training

Maximise your time by maximising system use

JHC Training offers a suite of courses on FIGARO that allow the front and back office user groups to keep abreast of new developments and regulatory requirements.

Our Services

Our Trainers have up-to-date Figaro product knowledge and an understanding of how it is used in a business environment.

Our trainers have experience working with Asset & Wealth Management firms and Investment Banks while others have worked on site at the offices of Stockbroker firms who use Figaro and are therefore qualified to offer practical, business orientated advice to users.



To view a complete list of the current FIGARO courses please visit www.jhc.co.uk/training and click on 'Training Courses' for a full course description

- ✓ **Classroom Training (at our offices)**
Highly engaging personal training in our fully equipped training rooms
- ✓ **Exclusive On-site Classroom Training**
Structured and flexible enrolment to minimise operational disruption
- ✓ **One to One Training**
Training at your desk; no time away from your work place
- ✓ **Train the Trainer**
We can train and advise on an appropriate training plan & schedule for your nominated trainer
- ✓ **Bespoke Training**
Greater relevance to your team results in higher acceptance of training and change
- ✓ **Change Consultancy**
Training to encourage working practices that support operational change and help to breakdown resistance
- ✓ **Training Needs Analysis**
Identify gaps and financial benefits from time saved by having employees fully trained to utilise all the available FIGARO functionality

JHC Training Delivering FIGARO Training Solutions

Front Office Courses

Front Office Enquiry 1
Front Office Enquiry 2
Orders for Fund Managers
Orders for Dealers
Interaction for Business Getters
Interaction for Administrators
CRM & Doc Generation

For a list of scheduled monthly courses
Please go to: www.jhc.co.uk/training or contact JHC Training
directly to discuss your requirements

Back Office Courses

Introduction to Figaro Back Office
Introduction to Figaro Client Inception
Introduction to Figaro Corporate Actions
Introduction to Figaro Stock File
Accounts Overview
Bank Reconciliation
Client Payments
Commission & Contract Charges
CREST Transaction Lifecycle Settlement
Deposit & Debit Interest
Figaro CGT
Figaro Nominee Fundamental & Reconciliation
Figaro Performance
Figaro Portfolio Management
Figaro Regulatory Reporting
ISA Maintenance & Processing
ISA Returns Monitoring
Management Fees Maintenance
Management Fees Processing



TRAINING COURSES

Our training courses are designed to meet TAP training methodology & delivered by TAP certified trainers

- Highly engaging structured training
- Clearly defined learning objectives
- Designed to demonstrate FIGARO's full capacity
- Provision of course materials
- Course Feedback and Evaluation



THE BENEFITS

- Greater Efficiency**
Training improves your staff knowledge, accuracy and motivation
- Up-to-speed staff**
The highest rate of knowledge transfer to your staff results from professionally prepared training, delivered by experienced trainers
- Save time and money**
Avoid the organisational issues of developing and providing your own internal training
- Maximise System Use**
Ensure users are kept abreast of new developments and enhancements and how they affect their systems



ONLY A CLICK AWAY
For more information logon to
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