



# COMMISSION & CONTRACT CHARGES

## About the course

The purpose of this course is to provide delegates with the skills required to configure commission and contract charges that can be applied by Ernie when processing contracts. The course is based on everyday scenarios and includes a hands-on element using a generic FIGARO system.

## Course Objectives

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

- Understand the commission structure in Figaro
- Pre-define commission criteria
- Create commission codes and rates
- Assign commission codes to sets of criteria (create a commission hierarchy)
- Understand the process of applying contract charges in Figaro
- Create ad hoc, credit and custody charges
- Assign charges in the charges file
- Generate various commission reports and understand the data within them

## Who should attend the course?

- This course is designed for members of any back office operations team who already possess a basic knowledge of FIGARO Back Office.
- 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 Figaro contract entry and client inception.

## Course Content

### Part 1: Commission

- Pre-defined commission criteria
- Commission codes, rates and calculations
- Commission hierarchy

### Part 2: Contract Charges

- Contract charges
- Assigning contract charges
- Commission reporting

## Course Details

- Duration: 2 hours
- Course booking reference: **FIGAROQGX9**

## Course Venues

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

- JHC LLP, 3 More London Riverside, London SE1 2AQ

## Contacting JHC Plc

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

- Ph. 0207 367 6534
- Email: [training@jhc.co.uk](mailto:training@jhc.co.uk)