



*Our mission: To Enliven, Enrich and Engage the Trade Finance Community*

# Training Online

A new era is emerging in the world of Trade Finance. Technology continues to transform the environment and reduce the need for paper. In such a world it is important to implement innovative training solutions.

**Collaborative Delivery**  
Working in tandem with your training needs

**Highly focused**  
Relevant and specific 60-90 minute modules updated as practices and rules develop

**Assessments**  
Online tests and formal certification together with PDU's

**Accessibility**  
PC, iPad, etc.

**Reporting**  
Assignment, start and finish dates, assessment score and pass / fail feedback with notifications sent by email to students and administrators

**Pricing**  
Between £15 and £25 per module with discounts based on projected number of purchases

With the challenges faced today, it has never been more important to ensure that you are ready to face future change and complexity. Possession of key knowledge skills and a wide awareness of potential hurdles are critical in order to protect your business and mitigate risk.

Gary Collyer (ex-HSBC / Citibank / ABN Amro) and David Meynell (ex-Deutsche Bank) have joined forces in order to bring to market an online training solution for all aspects of trade finance. Between us we have over 70 years of knowledge and experience in the trade finance field and this is being applied in the development of a complete suite of trade finance modules.

These modules include all aspects of the traditional products i.e., Letters of Credit, Standby Letters of Credit, Guarantees and Documentary Collections, together with modules that focus on the international rules that support them.

Other modules cover topics such as BPO, Supply Chain Finance, Financial Crime, Fraud and Sanctions, Financing, CDCS, CITF, Factoring, Islamic Trade, etc.

For corporate and logistics companies, modules include the preparation of documents under the type of transactions described above, assessing the workability of letters of credit, guarantees and standby's, as well as how to complete the respective application forms when acting as or for the applicant, or when preparing a draft text for issuance by a bank.

The training experience includes an online presentation of the subject matter, supporting reading material (PDF files that may be viewed and downloaded) and an assessment. In addition, we offer (as standard) each student the ability to raise with us any questions on any subject matter for a period commencing on the date of the first access to the training and concluding three months after completion of the assessment.

Due to the modular nature of the training, we are able to consider the development of bespoke modules to meet a bank's needs.

## Overview of our On-Line Training offering:

**Modules and Assessments:** The modules are created to be of approx. 2 hours duration and may be purchased singularly according to an individual's training needs or further education.

The concept of modules lasting approx. 2 hours is designed to accommodate training on a 'whenever' and 'wherever' basis. Whenever, being before work, after work, lunchtime, etc. and wherever, being the ability to review the modules on tablets such as an iPad, in addition to laptops and desktops. Trainees may commence the training on one device, save and exit the module, and resume from where they stopped on the same or another device.

As standard, purchased modules, and access to other features of the website, will remain available to each trainee for a period of three months from the date of their first review of a module.

Modules are available under the following product headings: ISBP; Bank Payment Obligation; Financial Crime, Fraud and Sanctions; Documentary Credits, Document Preparation, CDCS®, CITF®, Standby Letters of Credit, Bank-to-Bank Reimbursements, Bank Guarantees, Documentary Collections, Introduction to International Trade Finance, Supply Chain Financing, Factoring, Fraud Identification and Prevention.

We will be continually updating the modules as appropriate; to ensure the data content remains current and applicable.

An assessment may only be purchased with at least one other module i.e., assessments cannot be purchased as a standalone. However, it should be noted that assessments have been created for each set of modules under a product heading.

**Assessment Process:** Banks or individuals may choose:

- (a) the number of attempts that a trainee may take at an assessment (default is 3);
- (b) whether the trainee may leave the examination and return later;
- (c) to have the assessment subject to a time limit;
- (d) the number of questions that will form the assessment (these will be drawn randomly from a database of questions – see the description for each topic for the default number of questions); and/or
- (e) to indicate a pass or fail mark.

Where more than one attempt at an assessment is permitted, the questions for each subsequent assessment will be randomly drawn. There is also functionality for the possible answers to be shown in a different order.

A PDF certificate will be issued to the trainee or central coordinator by email, indicating their highest score (this can be used to secure the CPD learning hours from LIBF). A nominated individual of the employer of the trainee can be advised of the range of scores via our reporting functionality.

**Home Page** – From this page, access is provided to the allocated training modules via the "Log In" tab. Information on important news items and the release of documents by global organisations such as ICC or trade magazines is also given. Items are archived by each month and remain available for review at a later date.

The latest question raised by a trainee appears in the bottom right hand corner (but without the answer!).

**Reporting and administration of trainees:** This can be managed from each bank/organisation. An identified moderator within the bank/organisation will have access to a control panel where staff member details can be added, and modules and assessments assigned. The individual scores for each trainees attempt at an assessment can be viewed and downloaded. We will issue a certificate showing the highest score that was achieved.

**Question and Answer section** - This is not just a web-based training vehicle. Our website also offers information (see comments below re the Trade Information tab) and the opportunity for trainees to ask questions on any topic - not necessarily those relating to the module(s) that have been purchased for that

trainee. Each trainee also has the benefit of seeing the questions that have been raised by other trainees. All questions are displayed anonymously. This facility remains available for 3 months after the purchase of at least one module.

This section enables trainees to review questions by category i.e., ISBP, or sub-category within that category i.e., the bills of lading section, and also to see all questions that have been received and responded to within the previous 7 days. All questions and answers are searchable by key word.

When a trainee logs a question, David Meynell or Gary Collyer answer it and an email is automatically sent to the trainee with a link to the answer that has been posted. By clicking the link, and the trainee inserting his or her username and password, the trainee will be taken directly to the question and answer.

**Trade Information** tab - There is one tab under this category in both the public and member domain. General trade finance information is added here. The version in the member domain is more extensive and provides far more detail, samples of documents, samples of agreements, etc.

**Training Modules** - This tab highlights the modules that have been developed and those under development.

Other modules are also possible, including bespoke modules that may be required by a bank.

**Pricing:** Individual modules are available for between £10 and £25 each. For document preparation, the complete set of 10 modules is available for only £25. These prices are subject to discounts for sales of over 25, 50 and 100 modules. Sales in excess of 150 modules are negotiable on pricing.

Assessment modules also range from £15-£25 each, with £25 only applying to the assessments relating to CDCS® and CITF® as these will mirror the kind of examination process experienced when taking the formal CDCS® and CITF® examinations. Again, discounted pricing is available based upon number of purchases.

#### **Training Module descriptions in brief:**

**International Standard Banking Practice (ISBP):** 12 modules covering each section of the ISBP (the other documents module covers sections L, M, N, P and Q of ISBP 745). By the use of extracts of MT700 text and images of documents or segments of documents, the content and application of ISBP is fully explained. The assessment consists of a randomised selection of questions (50 is the default number) drawn from a database of questions. Individual modules £25 each – complete set £199 – complete set with assessment £219

**Bank Payment Obligation (BPO):** 1 module covering BPO in practice i.e., what it is, how it works, who are the parties, what are the message flows and what data is matched, together with an overview of the URBPO rules, article-by-article. The assessment consists of a randomised selection of questions (30 is the default number) drawn from a database of questions. Module £25 – Module with assessment £45

**Financial Crime, Fraud and Sanctions:** This module contains over 2 hours of information, recommendations and links to resource material to assist trainees in understanding the key requirements of the subject matter. Financial Crime, Fraud and Sanctions are now key criteria to be considered in any trade finance transaction and account for a considerable amount of time and internal resources. The financial penalties for failure to adhere to regulatory requirements are now becoming very severe. The assessment consists of a randomised selection of questions (20 is the default number) drawn from a database of questions. Complete set of 4 modules £25 – Modules with assessment £45

**Documentary Credits:** This topic consists of 7 modules, each reviewing various aspects of the documentary credit cycle – from application, through to issuance, document examination and honour or negotiation. The grouping of various aspects of the process allows trainees and banks to purchase the modules covering issues of interest or concern. Other bespoke groupings, according to the need of an individual are possible. The assessment consists of a randomised selection of questions (50 is the default number) drawn from a database of questions. Individual modules £25 each – complete set £140 – complete set with assessment £160

**Certified Documentary Credit Specialist (CDCS®):** This topic consists of 10 modules, each reviewing various chapters of the CDCS® Guide to Documentary Credits 5<sup>th</sup> edition. The grouping of chapters allows trainees and banks to purchase the modules covering specific chapters of interest or concern. Other bespoke groupings, according to the need of an individual are possible. The assessment follows the CDCS®

multiple-choice examination format. Individual modules £10-25 each – complete set £170– complete set with assessment £195

**Certificate in International Trade Finance (CITF®):** This topic consists of 4 modules, each reviewing various chapters of the CITF® Guide to International Trade and Finance booklet. The grouping of chapters allows trainees and banks to purchase the modules covering specific chapters of interest or concern. Other bespoke groupings, according to the need of an individual are possible. The assessment follows the CITF® examination format and is in two parts with multiple-choice questions, and 4 case studies with questions. Individual modules £15-25 each – complete set £90– complete set with assessment £115

**Standby Letters of Credit:** This topic consists of 1 module. It reviews the various rules of ISP98 and standby practice in general, and draws comparisons and differences between standby letters of credit that are issued subject to ISP98 and UCP600. Other bespoke modules, according to the need of an individual are possible. The assessment consists of a randomised selection of questions (25 is the default number) drawn from a database of questions and covers articles of ISP98 and standby practice in general. Module £25 – Module with assessment £45

**Bank-to-Bank Reimbursements:** This topic consists of 1 module. It reviews the URR 725 and reimbursement practice in general, and draws comparisons and differences between reimbursement authorisations that are issued subject to URR 725 and UCP600. Other bespoke modules, according to the need of an individual are possible. The assessment consists of a randomised selection of questions (25 is the default number) drawn from a database of questions and covers articles of URR 725 and reimbursement practice in general. Module £20 – Module with assessment £35

**Bank Guarantees:** This topic consists of 2 modules. One provides an overview of URDG 758 and the other looks at guarantee practice in general and draws comparisons and differences between guarantees that are issued subject to URDG 758 and those subject to local law. Sample texts of guarantees are used to explain their function and purpose. Other bespoke modules, according to the need of an individual are possible. The assessment consists of a randomised selection of questions (25 is the default number) drawn from a database of questions and covers articles of URDG 758 and guarantee practice in general. 2 Modules £25 – Modules with assessment £45

**Documentary Collections:** This topic consists of 2 modules. One provides an overview of URC 522 and the other looks at collection practice in general. Other bespoke modules, according to the need of an individual are possible. The assessment consists of a randomised selection of questions (25 is the default number) drawn from a database of questions and covers articles of URC 522 and collection practice in general. 2 Modules £25 – Modules with assessment £45

**Supply Chain Financing:** This topic consists of 1 module. It reviews the various products that can make up a supply chain finance offering made available by a bank, that are in addition to the more traditional settlement and financing means. Other bespoke modules, according to the need of an individual are possible. The assessment consists of a randomised selection of questions (15 is the default number) drawn from a database of questions and covers aspects of the topics covered. Module £25 – Module with assessment £45

**Introduction to International Trade Finance:** This topic consists of 1 module. It provides a basic introduction to the topics covered by other modules. Module £25

**Factoring:** This topic consists of 1 module. It provides an overview of domestic and international factoring. Module £25 – Module with assessment £45

**Fraud Identification and Prevention:** This topic consists of one module. It looks at the different types of fraud that are seen in international trade, explains how to identify fraudulent transactions, highlights the tools that are available to help banks minimise losses, and emphasises the need for the development of internal controls to combat fraud. (Available to banks only) Module £25

**Islamic Banking and Trade Finance:** This topic consists of two modules. The first, Overview of Islamic Banking looks at the history of Islamic Banking and provides an overview of how it works and definitions of the terms that are commonly seen and discussed. The second, Murabaha Financing and other common financing methods looks in detail at the most common form of financing seen in trade finance i.e., Murabaha and provides an overview of the other main financing methods. The first module is available at £20 and the second £25. The assessment is priced at £20.

**To order any module(s):** Send an email to Gary Collyer at [gary@tradingfinance.training](mailto:gary@tradingfinance.training) or David Meynell at [dave@tradingfinance.training](mailto:dave@tradingfinance.training) with details of your requirements.