Appendix B – Professional Development Course

Rule 2653(1)(ii) describes the PD course requirement of IIROC's CE Program. Suggested topics for training include:

1. Practice management skills
2. Business development skills
3. Communicating with clients – meetings, presentations, written documents
4. Managerial skills
5. Developing sales acumen
6. Training that supports know your product obligations
7. Approaches to valuation of a product category and a product's applicable risk factors
8. Retirement planning strategies
9. Economic principles that assist in evaluating investment strategies
10. Financial planning strategies
11. Retirement, estate and tax planning strategies
12. Suitability of the use of leverage for a product category/investment strategy
13. Methods of evaluating competing products, services, and investment strategies
14. Technology used to enhance client service and the provision of advice
15. Investment knowledge including investment strategies and understanding of financial markets
16. Portfolio Management practices
17. Enhancing client relationships
18. Client Management practices
19. Dealing with different client demographics, including completing language courses