



## Professional Bank Manager Certificate

Clients are demanding personal service and our "Professional Bank Manager Certificate" will teach your employees how to enhance the critical conversation skills of personal bankers- Presence, Relating, Listening, Questioning, Positioning and Checking.

**Original Price: - USD 1199.**

### Course Details

- **Board of Directors: An Introduction**

**Duration: 10 Min**

**Code: 20341**

This course is designed for new board members, or board members who may need a refresher about their role in bank operations. Upon completion of this course, board members will be able to identify the eligibility requirements for board members, and they'll determine how an individual becomes a board member. In addition, they'll be able to explain the importance of the supervisory committee and recognize the six fiduciary duties of bank boards of directors.

- **Board of Directors: General Direction and Control**

**Duration: 7 Min**

**Code: 20342**

Upon completion of this course, board members will be able to identify ways a bank board of director may stay informed, determine how a board member may closely coordinate with management, and demonstrate how to monitor a bank's management.

- **Board of Directors: Ensuring Safety and Soundness**

**Duration: 10 Min**

**Code: 20343**

Upon completion of this course, board members will be able to determine how a board member can ensure safety and soundness, understand the ramifications of a regulatory infraction, and determine how a director can reduce regulatory concerns, identify the six categories of risk, and analyze the potential legal liabilities of directorship.

- **Board of Directors: Practicing Impartial Administration**

**Duration: 10 Min**

**Code: 20344**

[www.markettraderacademy.com](http://www.markettraderacademy.com)

[www.certifiedbanker.org](http://www.certifiedbanker.org)

Upon completion of this course, board members will be able to determine how to avoid preferential transactions, recognize how to identify insiders, and understand why transactions with insiders must be fully documented.

- **Board of Directors: Basic Finance and Accounting Practices**

**Duration: 12 Min**

**Code: 20345**

Upon completion of this course, board members will be able to understand why a board member should have a basic knowledge of accounting practices, analyze the items on a balance sheet and income statement, indicate the differences between the balance sheet and income statement, identify which line items are risks which may lead to financial loss, and demonstrate how to ask financial questions of management and auditors.

- **Board of Directors: Regulatory Overview for Directors**

**Duration: 15 Min**

**Code: 20346**

Upon completion of this course, board members will be able to identify which laws and regulations apply to banks, including BSA, Reg B, and Reg Z, recognize how much a board member should know about applicable regulations, determine where to find regulatory update information and resources, understand how a credit union should update policies and procedures based on amended regulations, and identify how often the board should approve updated policies and procedures.

- **BSA: Management's Perspective**

**Duration: 30 Min**

**Code: 20204MGT**

Due to the grave importance bank examiners place on BSA compliance, it's essential for management to understand BSA and its attendant regulations. This comprehensive tutorial on management's role in BSA compliance includes establishing a risk-based BSA/AML compliance program, understanding the minimum requirements to adhere to, and conforming to the rules governing information sharing and SAR.

- **Change Management**

**Duration: 60 Min**

**Code: 50185**

It's a fact of life and work, "The only constant is change." This course will introduce you to skills that can help your team manage change. Learn how to set goals and anticipate problems by planning, identify the three phases of transition and how they affect your team, and ensure key results with a refined vision and commitment to change. This course includes in-course worksheets, quizzes, and a test to check for understanding.

- **Change Management – Coping with Change**

**Duration: 30 Min**

**Code: 50077**

Welcome to Coping with Change! Change can be unsettling. Change is a constant in today's world. This course presents an overview of the process of change. It highlights strategies managers and employees can use to cope with change. Tips and techniques that can be used to make change easier are outlined.

- **Change Management – Managing Change**

**Duration: 30 Min**

**Code: 50078**

Welcome to Managing Change! This course provides managers with the tools necessary to manage change in an effective and efficient manner. It outlines strategies managers when they seek change to improve the organization's performance. Tips and techniques that can be used to manage the change process are outlined.

- **Disaster Recovery**

**Duration: 90 Min**

**Code: 20065**

Learn why a disaster recovery plan is necessary. This course discusses the steps involved in preparing and implementing a disaster recovery plan for your institution. It will take you through each element of preparation for writing your disaster recovery plan.

- **Diversity: Valuing Differences**

**Duration: 30 Min**

**Code: 20203**

Your workforce represents different cultures, genders, and lifestyles. Use this program to identify the advantages of having a diverse workforce. Train employees to better understand people from different backgrounds, overcome stereotypes and create an atmosphere of inclusion.

- **Ethics: Policy and Personal Judgment for Managers**

**Duration: 30 Min**

**Code: 20202MGT**

Ethics violations often result in media spotlight. Do your employees know how to handle ethical situations they may encounter? Learn why you should have an ethics policy and how to evaluate individual circumstances to determine the best course of action. It provides a review of the BBA, several real-life scenarios and an easy-to-remember "Ultimate Ethical Test".

- **Federal Records Retention Requirements for Banks**

[www.markettraderacademy.com](http://www.markettraderacademy.com)

[www.certifiedbanker.org](http://www.certifiedbanker.org)

**Duration: 30 Min**

**Code: 20349**

This course serves as your one-stop shop for understanding federal records retention requirements related to the alphabet soup of regulations released by the Federal Reserve, including rules for RESPA and BSA. Upon completion of this course, learners will recognize when records must be retained, the duration of retention, and exactly which types of documentation must be retained.

- **Reg II: How Interchange Fees Affect Your Institution**

**Duration: 90 Min**

**Code: 20065**

This course is designed to help card issuers and financial institution employees determine how they are most affected by interchange fee rules. Upon completion of this course, staff will be able to apply important Reg II terms, identify the interchange fee amounts dictated by Reg II, apply proper processing procedures related to network exclusivity, and will understand dates for compliance.

- **Reg L: Management Official Interlocks**

**Duration: 10 Min**

**Code: 20212**

This compliance brief outlines the conditions under which a management official of a depository organization may or may not act simultaneously as a management official of an unaffiliated depository organization.

- **Reg LL: Regulations Governing Savings and Loan Holding Companies**

**Duration: 15 Min**

**Code: NA**

This compliance brief discusses the acquisition of control of savings associations by companies and individuals, the activities in which savings and loan holding companies may engage, the procedures for securing approval for these transactions and activities, and the procedures under which directors and executive officers may be appointed or employed by savings and loan holding companies in certain circumstances.

- **Reg MM: Regulations Governing Savings and Loan Holding Companies in Mutual Form**

**Duration: 15 Min**

**Code: 20228**

This compliance brief discusses the reorganization of mutual savings associations to mutual holding companies and the creation of subsidiary holding companies of mutual holding companies, the operations of mutual holding companies and subsidiary holding companies of mutual holding companies, and the procedures for securing approval for these transactions.

[www.markettraderacademy.com](http://www.markettraderacademy.com)

[www.certifiedbanker.org](http://www.certifiedbanker.org)

- **Reg N: Relations with Foreign Banks and Bankers**  
**Duration: 10 Min** **Code: 20217**

This compliance brief summarizes the restrictions and limitations placed upon Federal Reserve banks wishing to do business with foreign banks or bankers.

- **Reg O: An Overview**  
**Duration: 30 Min** **Code: 20059**

This course provides employees with a solid understanding of the background and purpose of Regulation O.

- **Reg O: Avoid Violations**  
**Duration: 60 Min** **Code: 20061**

This course explains how to avoid Regulation O violations. It also discusses the reporting requirements and the penalties for noncompliance.

- **Reg O: How to Comply**  
**Duration: 60 Min** **Code: 20060**

Learn to identify who is affected by Regulation O, determine what the regulation prohibits, and recognize how Regulation O affects affiliate and correspondent banks.

- **Reg U: In Detail**  
**Duration: 30 Min** **Code: 20082**

This course teaches and refreshes your credit department on the rules of Regulation U concerning margin stock and its treatment in the lending process. Learn where and when this important regulation applies.

- **Reg W: An Overview**  
**Duration: 60 Min** **Code: 20122**

This course presents a general overview of Reg W. It focuses on the established quantitative limits and requirements for loans, purchases of assets and other transactions between a member bank and its affiliates. You'll learn the basics for understanding Sections 23A and 23B and how they apply to the terms "member banks," nonmember banks and affiliates. Other topics covered include: identification of transactions that are subject to Reg W; restrictions placed on affiliate transactions; and an understanding of how Reg W is structured to aid in future research.

- **Reg X: Borrowers of Securities Credit**

**Duration: 10 Min**

**Code: 20219**

This compliance brief discusses the restrictions the Federal Reserve Bank places on borrowers of purpose credit.

- **Reg Y: Bank Holding Companies and Change in Bank Control**

**Duration: 10 Min**

**Code: 20225**

This compliance brief discusses the rules by which bank holding companies must abide with respect to mergers and acquisitions, permissible nonbanking activities, and qualifications for becoming a financial holding company.

- **Sexual Harassment: Definition and Prevention**

**Duration: 30 Min**

**Code: 20115**

As one of the most challenging and sensitive issues facing employers and employees, sexual harassment training is a critical tool in preventing a potentially hostile work environment. This course defines sexual harassment and outlines specific steps to minimize potential damage.

Topics covered include:

- ✓ What constitutes sexual harassment in the workplace?
- ✓ Your responsibility in reporting and preventing sexual harassment.
- ✓ Identifying victims and perpetrators of sexual harassment.
- ✓ Supervisor and financial institution responsibilities in sexual harassment case.

- **Vendor Management**

**Duration: 30 Min**

**Code: 20375**

This course will help you identify and manage the various kinds of risks associated with outsourcing parts of your business to vendors. It also outlines the procedures for designing a request for proposal, proposal review, contract concerns, and evaluating the servicing of the contract by your vendor.

- **Workplace Violence: Warning Signs and Prevention**

**Duration: 30 Min**

**Code: 20112**

Violence in the workplace is a situation no one particularly likes to confront; most often hope it will simply blow over. Statistics show that each day over 16,000 threats are

made, over 700 workers attacked and 43,800 individuals harassed. This trend has no indication of simply blowing over. It's impossible to prevent violence from occurring; however, steps can be taken to reverse this trend. This course will help you to recognize the potential for workplace violence, determine the impact of violence in the workplace, identify signs of potential violence, formulate a strategy against it, and determine how to respond in an emergency situation.

- **Writing Skills for Bankers**

**Duration: 90 Min**

**Code: 20323**

Writing clearly and effectively is a skill all employees must possess. Students using this program will enhance their writing ability by learning to identify the reader's needs, approach writing as a multi-stage process, and write in the informational, persuasive, reporting and documenting modes.

\*\*\*\*\*