

Securities advice and dealing

Purpose

At the end of this unit, candidates should be able to demonstrate an understanding of:

- the features and risks of different securities;
- the structure and features of the securities market;
- relevant factors and considerations for appropriate investment recommendations.

Summary of learning outcomes	Number of questions in the examination*
1. Analyse the characteristics, features, behaviours and risks of securities and equities in the context of the market for these products.	39
2. Understand the structure, features, and regulatory and trading environment of the securities market.	9
3. Apply dealing principles and practice relevant to client investment activity.	3
4. Understand clearing, settlement and custody principles and practice relevant to client investment activity.	4
5. Assess the factors that influence market behaviour relevant to investment advice.	5
6. Apply the relevant factors and considerations to decide and implement appropriate investment recommendations.	15 case study related questions

* The test specification has an in-built element of flexibility. It is designed to be used as a guide for study and is not a statement of actual number of questions that will appear in every exam. However, the number of questions testing each learning outcome will generally be within the range plus or minus 2 of the number indicated.

Important notes

- Method of assessment: 60 multiple choice questions (MCQs) and 3 case studies, each comprising 5 MCQs. 2 hours are allowed for this examination.
- This syllabus will be examined from 1 September 2020 to 31 August 2021.
- Candidates will be examined on the basis of English law and practice in the tax year 2020/2021 unless otherwise stated.
- It should be assumed that all individuals are domiciled and resident in the UK unless otherwise stated.
- Candidates should refer to the CII website for the latest information on changes to law and practice and when they will be examined:
 1. Visit www.cii.co.uk/qualifications
 2. Select the appropriate qualification
 3. Select your unit from the list provided
 4. Select qualification update on the right hand side of the page

- 1. Analyse the characteristics, features, behaviours and risks of securities and equities in the context of the market for these products.**
 - 1.1 Analyse the characteristics, features, behaviours and risks of debt securities.
 - 1.2 Analyse the characteristics, features, behaviours and risks of equities.
 - 1.3 Explain the characteristics, features, behaviours and risks of the main competing asset classes and onshore/offshore investment products.
- 2. Understand the structure, features, and regulatory and trading environment of the securities market.**
 - 2.1 Describe the key features of the main trading markets.
 - 2.2 Describe the role, structure and regulation of the global securities market.
- 3. Apply dealing principles and practice relevant to client investment activity.**
 - 3.1 Apply dealing principles and practice.
- 4. Understand clearing, settlement and custody principles and practice relevant to client investment activity.**
 - 4.1 Explain the principles and practices of clearing, settlement and custody.
- 5. Assess the factors that influence market behaviour relevant to investment advice.**
 - 5.1 Assess the factors that influence investment markets and the movement of individual securities.
- 6. Apply the relevant factors and considerations to decide and implement appropriate investment recommendations.**
 - 6.1 Analyse the full range of objective and subjective client information and the different investment options.
 - 6.2 Recommend appropriate investment options and/or asset allocations.

Reading list

The following list provides details of further reading which may assist you with your studies.

Note: The examination will test the syllabus alone.

The reading list is provided for guidance only and is not in itself the subject of the examination.

The resources listed here will help you keep up-to-date with developments and provide a wider coverage of syllabus topics.

CII/PFS members can access most of the additional study materials below via the Knowledge Services webpage at <https://www.cii.co.uk/knowledge-services/>.

New resources are added frequently - for information about obtaining a copy of an article or book chapter, book loans, or help finding resources, please go to <https://www.cii.co.uk/knowledge-services/> or email knowledge@cii.co.uk.

CII study text

Investment principles and risk. London: CII. Study text R02.

Securities advice & dealing. London: CII. Study text J12.

Books (and ebooks)

A practitioner's guide to MiFID. 2nd ed. Jonathan Herbst. London: Sweet and Maxwell, 2015.

Mastering financial calculations: a step-by-step guide to the mathematics of financial markets instruments. 3rd ed. Bob Steiner. Harlow: FT Prentice Hall, 2012. *

Investments. 10th global edition. Zvi Bodie, Alex Kane, Alan J. Marcus. Berkshire: McGraw-Hill, 2014.

The Financial Times guide to investing. 3rd edition. Glen Arnold. FT Prentice Hall, 2014.

Understanding commercial property investment: a guide for financial advisers. Investment Property Forum, June 2015. Available online via www.ipf.org.uk.

Journals and magazines

Financial adviser. London: FT Business. Weekly. Available online at www.ftadviser.com.

Personal finance professional (previously Financial solutions). London: CII. Six issues a year. Available online at www.thepfs.org/

* Also available as an ebook through Discovery via www.cii.co.uk/discovery (CII/PFS members only).

financial-solutions-archive (CII/PFS members only).

Investment adviser. London: Financial Times Business. Weekly. Available via www.ftadviser.com.

Investment week. London: Incisive Financial Publishing. Weekly. Available online via www.investmentweek.co.uk.

Investor's chronicle. London: Financial Times Business. Weekly. Available at www.investorschronicle.co.uk.

Money management. London: FT Business. Monthly. Available online www.ftadviser.com/brand/money-management.

Further articles and technical bulletins are available at <https://www.cii.co.uk/knowledge-services/> (CII/PFS members only).

Reference materials

International dictionary of banking and finance. John Clark. Hoboken, New Jersey: Routledge, 2005.*

Harriman's financial dictionary: over 2,600 essential financial terms. Edited by Simon Briscoe and Jane Fuller. Petersfield: Harriman House, 2007.*

Examination guide

If you have a current study text enrolment, the current examination guide is included and is accessible via Revisionmate (www.revisionmate.com). Details of how to access Revisionmate are on the first page of your study text.

It is recommended that you only study from the most recent version of the examination guide.

Exam technique/study skills

There are many modestly priced guides available in bookshops. You should choose one which suits your requirements.

The Insurance Institute of London holds a lecture on revision techniques for CII exams approximately three times a year. The slides from their most recent lectures can be found at www.cii.co.uk/iilrevision (CII/PFS members only).