

# ILLINOIS BANKERS ASSOCIATION

YOUR "GO TO" SOURCE FOR BANKING EDUCATION



Let the IBA be your source for professional development! This educational resource identifies programs by discipline with the goal of assisting individuals in building or enhancing their skill sets to become more productive banking professionals.

**Conferences** provide specialized education and networking opportunities that are necessary to stay competitive in today's economic environment. Progressive educational programs and innovative product showcases are the hallmark of IBA conferences.

**Seminars** are held at various locations throughout the state. These informative programs examine the industry's hot topics and encourage discussion, questions and networking with peers.

**Webinars** and **GSB Online Seminars** are live, Internet-based programs that address timely banking topics to a broad audience – several employees may participate without leaving the bank. Archived programs are available for convenient access after original airing.

**Schools** provide in-depth coverage of important and complex financial topics. Earn an IBA certificate by attending all programs in a particular school series. Most school series allow participants to attend any combination of programs with different topics covered in each program.

**In-Bank Programs** are designed specifically for an institution's needs and address a wide variety of topics including lending, compliance, operations, trust services and retail banking.

**Management Programs** include the Chief Financial Officer (CFO) Roundtable, Human Resources Exchange, and the Future Leaders Alliance (FLA). These member-only programs afford a unique opportunity to discuss common issues in bank management, operations and leadership.

**Online Compliance Training - Powered by Compliance Coach™** offers over 80 interactive, online training courses to IBA members. The training can be completed in-house at no cost, no travel and little time away from others tasks. Stay current on the ever-changing regulations.

The **American Institute of Banking (AIB)** is a national organization dedicated to offering professional continuing education and training to bankers. IBA delivers AIB courses in a variety of learning options:

**Self Study** brings college-level courses to the home or office. Students can set their own schedules and earn up to three AIB credits per course.

**Online Instructor-Led** courses follow a traditional classroom format with an online instructor and specific start and end dates.

**Online Self-Paced** courses are designed in 15-20 minute modules which usually take between two to eight hours to complete and include activities such as short quizzes and simulations.

**Certificates and Diplomas** improve individual performance and provide nationally-recognized credentials for career development. Choose between 11 diploma and 6 certificate programs.

Informative **Publications** are available including the 2010 Bank Directory, Bank Compensation and Benefits Survey, and the Basic Banking Guide.

# ASSET/LIABILITY MANAGEMENT

YOUR "GO TO" SOURCE FOR BANKING EDUCATION



## Conferences

	LOCATION	DATE	TIME
119th Annual Conference and Trade Show	Springfield	June 16-18	9:00 a.m. - 3:15 p.m.
Midwest Bank Leaders Conference	Chicago	November 16	9:00 a.m. - 4:15 p.m.

## GSB Online Seminars

	DATE(S)	TIME
Building Low Cost Deposits	February 8, September 20	9:00 a.m. - 10:45 a.m.
Funding Outside the "Core" - Making the Most of Wholesale Options*	March 11 & 18	10:00 a.m. - 11:30 a.m.
ALCO Participation in A/L Management	March 17, September 15	10:00 a.m. - 11:45 a.m.
Liquidity and Funds Management - An Evolving Process	April 14, October 21	10:00 a.m. - 11:45 a.m.
Retail vs. Wholesale - A Funding Debate	May 11, November 3	10:00 a.m. - 11:45 a.m.

\* multi-part program

## Management Programs

### Chief Financial Officer (CFO) Roundtable - *Members Only*

The CFO Roundtable gives chief financial officers and senior financial managers the opportunity to network in a comfortable and professional environment. Roundtable participants have access to a wealth of resources and take part in setting the agenda along with IBA Associate Member partners.

# BASICS OF BANKING

YOUR "GO TO" SOURCE FOR BANKING EDUCATION



## Seminars

	LOCATION	DATE	TIME
New Account Fundamentals	Springfield	March 22	9:00 a.m. - 4:00 p.m.
	Oak Brook	March 23	9:00 a.m. - 4:00 p.m.

## Webinars

	DATE(S)	TIME
Becoming a Better Banker	April 19	1:30 p.m. - 3:30 p.m.
How Banks Make Money	April 26	1:30 p.m. - 3:30 p.m.
BSA Staff Training	September 8	1:30 p.m. - 3:30 p.m.
Basic Consumer Lending	September 13, 20	1:30 p.m. - 3:30 p.m.
Basics of Lending for Support Personnel	October 5	1:30 p.m. - 3:30 p.m.

## American Institute of Banking (AIB)

### Online Instructor-Led and/or Self Study Courses

- Principles of Banking
- Today's Teller
- Money & Banking
- General Accounting
- Financial Accounting
- Economics for Bankers

### Online Self-Paced Courses

#### Basic Banking Knowledge

- Banking Today

#### Fundamental Business Skills

- Business Etiquette
- Dealing Effectively with Co-workers
- Ethical Issues for Bankers
- Managing Time at Work
- Meetings that Work
- Presentation Skills
- Telephone Etiquette
- Writing Bank Correspondence

#### Microsoft Desktop (2003 & 2007 Versions and Various Levels Available)

- Access
- Excel
- Outlook
- PowerPoint
- Word

#### Retail Banking Fundamentals

- Business of Bankcard Overview
- Consumer Credit Products
- Fundamentals of Consumer Lending
- Fundamentals of Mortgage Lending
- Introduction to Financial Planning Products
- Personal Tax Return Analysis
- Referring Insurance & Annuities Customers
- Referring Mutual Funds & Securities Customers
- Referring Trust Customers
- Revitalizing Customer Service
- Teller Training Essentials
- Understanding Bank Products
- Understanding Financial Planning

#### Retail Banking Sales Skills

- Building and Retaining Customer Relationships
- Cross-Selling Deposit Products
- Effective Referrals
- Event Based Selling
- Introduction to Relationship Selling
- Profiling Mortgage Prospects
- Sales Coaching in the Bank
- Successful Sales Campaigns
- Tele-consulting

**Small Business Banking Fundamentals**

- Credit Products for Small Businesses
- Deposit Products for Small Businesses
- Fundamentals of Small Business Banking
- Intro to Analyzing Financial Statements
- Overview of Financial Statements
- Retirement Products for Small Businesses

**Diploma and Certificate Programs**

- Bank Operations Diploma
- Bank Teller Certificate
- Call Center Representative Certificate
- Customer Service Rep Certificate
- General Banking Diploma
- Personal Banking Diploma

# COMMERCIAL LENDING

YOUR "GO TO" SOURCE FOR BANKING EDUCATION



## Conferences

	LOCATION	DATE	TIME
119th Annual Conference and Trade Show	Springfield	June 16-18	9:00 a.m. - 3:15 p.m.
Ag Banking Conference	Springfield	August 25-26	10:30 a.m. - 2:15 p.m.
Midwest Bank Leaders' Conference	Chicago	November 16	9:00 a.m. - 4:15 p.m.

## Seminars

	LOCATION	DATE	TIME
21st Annual Ag Lending Update	Mt. Vernon	March 2	8:30 a.m. - 4:30 p.m.
	Springfield	March 3	8:30 a.m. - 4:30 p.m.
	Utica	March 4	8:30 a.m. - 4:30 p.m.
Problem Loan Management: Minimizing the Losses	Oak Brook	March 30	9:00 a.m. - 4:00 p.m.
	Springfield	April 27	9:00 a.m. - 4:00 p.m.
Commercial Real Estate Lending: A to Z	Springfield	June 30	9:00 a.m. - 4:00 p.m.
	Oak Brook	July 14	9:00 a.m. - 4:00 p.m.
External Environment, Borrower's Business, Competitive Position and Evaluating Management*	Oak Brook	October 18	8:30 a.m. - 4:00 p.m.
Borrower Financial Performance*	Oak Brook	October 19	8:30 a.m. - 4:00 p.m.
Continuation of Borrower Financial Performance and Projecting Future Performance*	Oak Brook	October 20	8:30 a.m. - 4:00 p.m.
Loan Structure and Effective Relationship Management*	Oak Brook	October 21	8:30 a.m. - 4:00 p.m.
Problem Loans and Credit Discipline*	Oak Brook	October 22	8:30 a.m. - 3:00 p.m.

\* Commercial Lending School Series

## Webinars

	DATE(S)	TIME
Loan Review	January 25	1:30 p.m. - 3:30 p.m.
Loan Documentation 101: Lien Perfection: Getting it Right - Part 2	January 29	1:30 p.m. - 3:30 p.m.
OREO Assets II: Successfully Completing and Disposing of OREO Assets	February 3	12:00 p.m. - 2:00 p.m.
Loan Documentation 101: Reviewing Collateral Files - Part 3	February 5	1:30 p.m. - 3:30 p.m.
Asset-Based Lending	February 23	1:30 p.m. - 3:30 p.m.
Managing Problem Loans: Part 2 (Commercial)	March 8	1:30 p.m. - 3:30 p.m.
Appraisal Regulations Update: New Guidelines	March 16	1:30 p.m. - 3:30 p.m.
Appraisal Regulations Update: Performing an In-House Appraisal Review	March 18	1:30 p.m. - 3:30 p.m.
Financial Analysis Tools: Tax Returns	March 25	1:30 p.m. - 3:30 p.m.
Advanced Loan Documentation	March 22	1:30 p.m. - 3:30 p.m.
Financial Analysis Tools: Understanding Business Cash Flows	March 30	1:30 p.m. - 3:30 p.m.
Analyzing Business Strength & Performance: Part 1	April 1	1:30 p.m. - 3:30 p.m.
Analyzing Business Strength & Performance: Part 2	April 9	1:30 p.m. - 3:30 p.m.

Real Estate Loan Documentation: Part 1	May 4	1:30 p.m. - 3:30 p.m.
Real Estate Loan Documentation: Part 2	May 7	1:30 p.m. - 3:30 p.m.
Major Growth Opportunity: Lending to the Self-Employed	May 25	1:30 p.m. - 3:30 p.m.
Loan Officer Workshop: Part 1	June 1	1:30 p.m. - 3:30 p.m.
Loan Officer Workshop: Part 2	June 3	1:30 p.m. - 3:30 p.m.
Commercial Loan Documentation: Collateral Liens	July 20	1:30 p.m. - 3:30 p.m.
Commercial Loan Documentation: Non-Collateral Liens	July 23	1:30 p.m. - 3:30 p.m.
Understanding Loan Documents	August 17	1:30 p.m. - 3:30 p.m.
Commercial Construction Lending	September 24	1:30 p.m. - 3:30 p.m.
Lending to Municipalities	October 25	1:30 p.m. - 3:30 p.m.
The Professional Credit Analyst	October 27, November 3	1:30 p.m. - 3:30 p.m.
BSA for Lenders	November 4	1:30 p.m. - 3:30 p.m.
The Top 10 Loan Documentation Issues, Questions & Mistakes	November 9	1:30 p.m. - 3:30 p.m.
Flood Insurance Review & Update	November 10	1:30 p.m. - 3:30 p.m.
Lending Compliance Update	December 20	1:30 p.m. - 3:30 p.m.

**Archived Programs** (available after airing of live program)

Accounting Essentials for Bankers  
Accounting for the Allowance of Loan & Lease Losses (ALLL)  
Introduction to Commercial Lending - Part 1  
Introduction to Commercial Lending - Part 2  
Lending Basics for Support Personnel  
Loan Documentation 101: The Basics - Obtaining Enforceable Liens Under UCC9 - Part 1  
Loan Pricing for Difficult Times  
OREO Assets II: Successfully Completing and Disposing of OREO Assets  
STOP the Losses, START the Cross-Selling  
The Professional Credit Analyst - Sessions 1 & 2

**GSB Online Seminars**

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	<b>DATE(S)</b>	<b>TIME</b>
Global Cash Flow	January 26	9:00 a.m. - 11:15 a.m.
Beyond Historical Ratio and Cash Flow Analysis*	February 16 & 23, March 2 & 9	3:00 p.m. - 4:00 p.m.
Financial Statement Analysis for Lenders	February 18, September 21	10:00 a.m. - 11:45 a.m.
Reviewing Your Loans and Mending Fences Before The Regulators Arrive	February 22, September 27	10:00 a.m. - 11:45 a.m.
What You Should Know About Loan Participations	February 22, September 27	1:30 p.m. - 3:15 p.m.
Loan Portfolio Profitability	February 25, September 28	10:00 a.m. - 11:45 p.m.
Managing Risk in Commercial Real Estate Lending*	March 5, 12 & 19	9:00 a.m. - 10:30 a.m.
Why is that Revolving Line of Credit Not Revolving?	March 15, November 1	10:00 a.m. - 11:45 p.m.
Beyond Underwriting: Monitoring and Updating Property Values*	March 30, April 6 & 13	8:30 a.m. - 10:00 a.m.
Commercial Construction Loans: Administering & Monitoring*	March 30, April 6 & 13	10:30 a.m. - 12:00 p.m.
Loan Review: The Best Time for Best Practices is Now	April 7, October 7	9:00 a.m. - 10:45 a.m.
Current Trends in Agricultural Lending*	April 20 & 22	1:30 p.m. - 3:00 p.m.
Asset Quality Ratings: Key Tools for Managing Portfolio Risk*	May 7 & 14	9:00 a.m. - 10:30 a.m.
Nine Steps to Better Loan Pricing*	May 7 & 14	11:00 a.m. - 12:30 p.m.

Best Practices in Credit Risk Management*	September 17 & 19, October 1 & 8	11:00 a.m. - 12:30 p.m.
Commercial Real Estate Appraisals: Reviewing and Interpreting*	October 26, November 2, 9 & 16	10:30 a.m. - 12:00 p.m.
Commercial Real Estate Cash Flow: Analyzing Income-Producing or Rental Real Estate*	October 26, November 2, 9 & 16	8:30 a.m. - 10:00 a.m.
Keys to Understanding Personal Cash Flow from Tax Returns*	October 26, November 2, 9 & 16	1:00 p.m. - 2:30 p.m.
Predicting Portfolio Credit Quality & Managing Problem Loans*	October 29, November 5, 12 & 19	9:00 a.m. - 10:30 a.m.
When is Enough-Enough? Advanced Cash Flow & Loan Structure Analysis*	October 29, November 5, 12 & 19	11:00 a.m. - 12:30 p.m.

*\*multi-part program*

## American Institute of Banking (AIB)

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### Online Instructor-Led and/or Self Study Courses

- Analyzing Financial Statements
- Commercial Lending
- Introduction to Agricultural Lending
- Introduction to Mortgage Lending
- Problem Loan Workouts
- Understanding Your Construction Borrower

### Commercial Lending Diploma

Commercial lending is central to the banking business. Commercial lenders respond to the needs of current or potential bank customers who are seeking loans to support their business enterprises. Lenders make and service loans using formalized processes that include: securing pertinent information on the business and the need for the loan, analyzing related financial data, conducting credit checks, preparing necessary documents and agreements, calling on customers, and resolving actual or potential credit issues. The curriculum is comprehensive in that it addresses broad banking understanding, financial accounting, commercial lending and credit analysis, product knowledge - both credit and deposit products for small businesses - legal and regulatory issues, and a number of other topics that support the overall business relationship. The program is well suited to management trainees, new commercial lenders, and those individuals in lending support positions.

# COMPLIANCE & RISK MANAGEMENT

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## Conferences

	LOCATION	DATE	TIME
Bank Security Conference	Bloomington	May 6	9:00 a.m. - 4:00 p.m.
Compliance Conference	Oak Brook	June 4	9:00 a.m. - 5:00 p.m.
119th Annual Conference and Trade Show	Springfield	June 16-18	9:00 a.m. - 3:15 p.m.
Bank Counsel Conference	Chicago	December 3	9:00 a.m. - 5:00 p.m.

## Seminars

	LOCATION	DATE	TIME
Real Estate Lending & Compliance: The Process In-Depth	Oak Brook	March 3	8:30 a.m. - 4:30 p.m.
	Springfield	March 4	8:30 a.m. - 4:30 p.m.
2010 IT Security Exam Preparation	Springfield	March 8	9:00 a.m. - 4:00 p.m.
	Oak Brook	March 10	9:00 a.m. - 4:00 p.m.
BSA: Back to Basics	Springfield	May 18	9:00 a.m. - 4:00 p.m.
	Oak Brook	May 19	9:00 a.m. - 4:00 p.m.
Lending Compliance, Part 1*	Oak Brook	September 27	8:30 a.m. - 4:30 p.m.
Lending Compliance, Part 2*	Oak Brook	September 28	8:30 a.m. - 4:30 p.m.
Deposit and BSA Compliance*	Oak Brook	September 29	8:30 a.m. - 4:30 p.m.
Deposit Compliance*	Oak Brook	September 30	8:30 a.m. - 4:30 p.m.
Compliance Management and Administration*	Oak Brook	October 1	8:30 a.m. - 3:30 p.m.

\*Regulatory Compliance Management School Series

## Webinars

	DATE(S)	TIME
New Regulation E Overdraft Protection Rules	January 19	1:30 p.m. - 3:30 p.m.
Frontline Deposit Compliance: Part 1	January 20	1:30 p.m. - 3:30 p.m.
Frontline Deposit Compliance: Part 2	January 27	1:30 p.m. - 3:30 p.m.
HMDA Review & Update	January 22	1:30 p.m. - 3:30 p.m.
Preparing the New GFE and HUD-1	February 11	1:30 p.m. - 3:30 p.m.
Implementing Regulations Z & RESPA Escrow Rules	February 18	1:30 p.m. - 3:30 p.m.
Red Flags Review & Update	March 12	1:30 p.m. - 3:30 p.m.
Sharing Customer Information	March 15	1:30 p.m. - 3:30 p.m.
RESPA Section 8 Rules	April 22	1:30 p.m. - 3:30 p.m.
SAR Decision Making	April 27	1:30 p.m. - 3:30 p.m.
New Overdraft Protection Rules for the Last Minute Planner	April 29	1:30 p.m. - 3:30 p.m.
SAR Filing	May 11	1:30 p.m. - 3:30 p.m.
CTR Filing	May 25	1:30 p.m. - 3:30 p.m.
FACTA Accuracy & Integrity Rules	June 11	1:30 p.m. - 3:30 p.m.
Regulation Z Rescission Rules	July 1	1:30 p.m. - 3:30 p.m.
BSA/AML Recent Developments	July 13	1:30 p.m. - 3:30 p.m.
Credit CARD Act Revisions	July 15	1:30 p.m. - 3:30 p.m.
BSA Staff Training	August 8	1:30 p.m. - 3:30 p.m.

Frequent Mistakes in Lending Compliance	October 7	1:30 p.m. - 3:30 p.m.
Preparing for Your Next BSA Exam	October 21	1:30 p.m. - 3:30 p.m.
Flood Insurance Review & Update	November 10	1:30 p.m. - 3:30 p.m.
IRS Compliance	December 8, 15	1:30 p.m. - 3:30 p.m.
Lending Compliance Update	December 20	1:30 p.m. - 3:30 p.m.

**Archived Programs** (available after airing of live program)

- FACT ACT - New Accuracy & Integrity Rules
- Key Elements of the CARD Act of 2009
- Online Fraud & Identity Theft
- Preparing for Your Next On-Site BSA/AML/OFAC Examination
- Preparing for Your Next Regulatory Exam ... or rather being prepared for your next regulatory exam
- Required Changes to Regulation CC Holds & Disclosures
- RESPA: Implementing the New Rules
- RESPA: Understanding & Completing the New Good Faith Estimate
- RESPA: Understanding & Completing the New HUD-1/1A
- S.A.F.E. Act: Registration of Mortgage Loan Originators
- Special Rules for Private Education Loans
- TISA (Regulation DD) Compliance

**GSB Online Seminars**

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	<b>DATE(S)</b>	<b>TIME</b>
Current Issues in Consumer Lending Compliance	March 10, October 6	10:00 a.m. - 11:45 a.m.
Understanding Regulatory Enforcement Actions	April 13, October 12	10:00 a.m. - 11:45 a.m.

**American Institute of Banking (AIB)**

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**Online Instructor-Led and/or Self Study Courses**

- Law & Banking: Applications
- Law & Banking Principles
- ABA Online Review Course for the CRCM Exam

**Online Self-Paced Courses**

**Regulatory Compliance Courses**

- Americans with Disabilities (ADA)
- Bank Bribery Act
- Bank Protection Act
- Bank Secrecy Act (BSA)
- Bank Secrecy Act for Tellers
- Community Reinvestment Act (CRA)
- Completing the Currency Transaction Report
- Credit Practices Rule (Reg AA) for Consumer Lenders
- Deposit-Related Regulations (Reg E, Reg D) for Consumer Lenders
- Electronic Funds Transfer Act (Reg E)
- Electronic Funds Transfer Act (Reg E) for Call Center Representatives and Personal Bankers
- Electronic Funds Transfer Act (Reg E) for Customer Service Representatives
- Electronic Funds Transfer Act (Reg E) for Tellers
- Equal Credit Opportunity Act (Reg B)
- Expedited Funds Availability (Reg CC)
- Extending Credit to Bank Insiders (Reg O)
- Fair Credit Reporting Act (FCRA)
- Fair Housing Act
- Fair Lending
- FDIC Deposit Insurance
- Flood Disaster Protection Act
- Home Mortgage Disclosure Act (HMDA)
- Information Security and Red Flags
- Office of Foreign Asset Control (OFAC)
- Privacy for Customer Contact Personnel
- Real Estate Settlement Procedures Act (RESPA)

- Regulatory Compliance for Call Center Representatives
- Regulatory Compliance for Consumer Lenders
- Regulatory Compliance for Customer Service Representatives
- Regulatory Compliance for Personal Bankers
- Regulatory Compliance for Bank Tellers
- Reserve Requirements for Depository Institutions (Reg D)
- Serving Your Military Customer
- Sexual Harassment in the Workplace
- Sexual Harassment in the Workplace for Managers
- Truth in Lending (Reg Z)
- Truth-in-Savings (Reg DD)
- USA PATRIOT Act

# IBA Online Compliance Training

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## An Exclusive and FREE Benefit for IBA Member Banks and Thrifts!

The IBA offers an invaluable member service to bank and thrift members for **FREE** — comprehensive online compliance training powered by Compliance Coach, the nation's premier provider of online compliance training for financial institutions!

Bank and thrift employees must stay on top of the constantly changing laws and regulations that govern our industry. With IBA Online Compliance Training, all of them can access over 80 interactive training courses in key regulatory areas, 24 hours a day, 7 days a week, 365 days a year.

All training activities are tracked with sophisticated management reports that will help your senior management monitor employees' progress and enable them to determine additional training needs, while demonstrating to examiners that your organization has a thorough and ongoing company-wide training program! **Enroll your financial institution.**

We have created suggested learning tracks based on the following job functions to assist you in selecting the courses you take.

- Tellers
- Mortgage Lenders
- Personal Bankers
- Consumer Lenders
- Commercial Lenders
- Deposit Account Managers
- Customer Service Representatives
- Marketing Managers
- Treasury & Cash Management
- Senior Management & Directors

### Available Courses

- ACH Rules - Advanced
- ACH Rules - Basics
- Affiliate Marketing Rule
- Anti-Money Laundering - Awareness
- Anti-Money Laundering - Commercial Lenders
- Anti-Money Laundering - Consumer Lenders
- Anti-Money Laundering - Mortgage Lenders
- Anti-Money Laundering - Personal Bankers
- Anti-Money Laundering - Telephone & Online Bankers
- Anti-Money Laundering - Tellers
- Anti-Money Laundering - Wire Transfer Personnel
- Anti-Money Laundering - Front Line Refresher
- Antitrust and Anti-Tying Rules
- Awareness: Check 21
- Awareness: Ethics
- Awareness: Fair Lending
- Awareness: GLBA Privacy Notice
- Awareness: Sarbanes-Oxley Act
- Awareness: Telemarketing Rules
- Awareness: Truth in Savings Act (Reg DD)
- Bank Bribery Act
- Bank Protection Act
- CAN-SPAM Act
- Community Reinvestment Act
- Currency Transaction Reporting
- Customer Identification Program - CIP Basics
- Deposit Products - Overview
- Director's Suite: BSA / AML
- Director's Suite: Compliance Risk Mgmt
- Director's Suite: Fair Lending
- EFTs: Account Opening / Disclosures
- EFTs: Error Resolution
- Equal Credit Opportunity Act for Mortgage Lenders
- Expedited Funds Availability Act (Reg CC) Part 1 - Funds Availability
- Expedited Funds Availability Act (Reg CC) Part 2 - Collection
- FACT Act - Disposal of Consumer Info
- FACT Act - Prescreen Opt-Out Notice
- Fair Credit Reporting Act for Lenders
- Fair Housing Act for Mortgage Lenders
- FDIC Insurance
- Flood Insurance Requirements
- GLBA Security Breach Notice
- HMDA Reporting and Disclosure
- ID Theft: Red Flags Rule
- Insider Trading
- Insurance Products
- Lending to Servicemembers
- Mortgage - HELOC 1: Application Stage
- Mortgage - HELOC 2: Credit Decision Stage
- Mortgage - HELOC 3: Closing Stage
- Mortgage - Purchase Money Loans 1: Applications
- Mortgage - Purchase Money Loans 2: Credit Decisions
- Mortgage - Purchase Money Loans 3: Closing Stage
- Mortgage - Refinance Loans 1: Applications
- Mortgage - Refinance Loans 2: Credit Decision Stage
- Mortgage - Refinance Loans 3: Closing Stage
- Mortgage - Second Mortgage 1: Application Stage
- Mortgage - Second Mortgage 2: Credit Decision Stage
- Mortgage - Second Mortgage 3: Closing Stage
- Mortgage Fraud Awareness
- Motor Vehicle Lending - Equal Credit Opportunity Act
- Motor Vehicle Lending - Fair Credit Reporting Act
- Motor Vehicle Lending - Gramm-Leach-Bliley Act
- Motor Vehicle Lending - Truth in Lending Act
- Motor Vehicle Lending- Unfair or Deceptive Acts
- Nondeposit Investment Products
- Office of Foreign Assets Control (OFAC)
- Overdraft Protection Guidance
- Regulations D & Q
- RESPA for Mortgage Lenders
- Section 312 Rule - Private Banking Accounts & PEPs
- Suspicious Activity Reporting
- Teller Training - Basic Teller Transactions
- Teller Training - Cash Drawer Balancing
- Teller Training - Check Fraud Awareness
- Teller Training - Check Holds
- Teller Training - Handling Money
- Teller Training - Negotiable Instruments
- TILA Closed-End for Mortgage Lenders
- TILA High-Cost for Mortgage Lenders
- TILA Home Equity Lines of Credit
- Transactions with Affiliates
- Trust & Fiduciary Duties - Basic Course

# HUMAN RESOURCES

YOUR "GO TO" SOURCE FOR BANKING EDUCATION



## Conferences

	LOCATION	DATE	TIME
Human Resources Conference	Bloomington	April 15-16	10:30 a.m. - 2:30 p.m.
119th Annual Conference and Trade Show	Springfield	June 16-18	9:00 a.m. - 3:15 p.m.

## GSB Online Seminars

	DATE(S)	TIME
The HR Strategic Plan: Driving Organizational Results	March 2	2:00 p.m. - 3:45 p.m.
Current Issues in Employment Law*	April 20 & 27, May 4	2:00 p.m. - 3:30 p.m.
Coaching for Better Performance*	April 29, May 6	9:30 a.m. - 11:00 a.m.
Interviewing Skills for Better Hires*	November 9 & 16	9:30 a.m. - 11:00 a.m.

\*multi-part program

## Management Programs

### Human Resources Exchange

This members-only program examines cutting-edge issues affecting HR professionals and their respective institutions. Facilitated by an attorney specializing in labor law, participants benefit from valuable peer-to-peer exchange of ideas and practices.

### Future Leaders Alliance (FLA)

The Future Leaders Alliance is an innovative leadership program designed to specifically advance the development of a financial institution's future leaders. Apply to be a member of this program which was created to enhance leadership skills while making an impact within the financial institution and community. The FLA offers a new direction with intensive courses and networking activities to provide the tools required to lead your financial institution in the future. The FLA offers an exciting and well-balanced slate of activities and challenges for program participants with three primary components: education, community service and networking.

## American Institute of Banking (AIB)

### Online Self-Paced Courses

#### Management and Leadership

- Coaching for Success
- Corrective Action
- Hiring the Best
- Improving Productivity
- Managing Change
- Managing Employee Relations
- Performance Management
- Project Management Fundamentals
- Rewards and Recognition

# LEADERSHIP & MANAGEMENT

YOUR "GO TO" SOURCE FOR BANKING EDUCATION



## Conferences

	LOCATION	DATE	TIME
Bank Directors Conference	Lisle	TBD	1:00 p.m. - 4:15 p.m.
Human Resources Conference	Bloomington	April 15-16	10:30 a.m. - 3:30 p.m.
119th Annual Conference and Trade Show	Springfield	June 16-18	9:00 a.m. - 3:15 p.m.
Women in Banking Conference	Springfield	October 21-22	10:30 a.m. - 3:00 p.m.
Midwest Bank Leaders' Conference	Chicago	November 16	9:00 a.m. - 4:15 p.m.

## Webinars

	DATE(S)	TIME
Call Report: Lending Schedules	March 5	1:30 p.m. - 3:30 p.m.
Call Report: Update	March 19	1:30 p.m. - 3:30 p.m.
Call Report: Operations	June 23	1:30 p.m. - 3:30 p.m.
Call Report: Lending	June 30	1:30 p.m. - 3:30 p.m.
IRS Compliance	December 8, 15	1:30 p.m. - 3:30 p.m.

## GSB Online Seminars

	DATE(S)	TIME
Build a Referral Program That Works ... In 60 Days	February 24	1:30 p.m. - 3:45 p.m.
Eight Habits of Effective Bank Managers	February 24	9:30 a.m. - 11:45 a.m.
Commercial Business Development	March 16, September 16	10:00 a.m. - 11:45 a.m.
Managing Financial Performance	March 24, September 23	9:00 a.m. - 10:45 a.m.
Accountability into Execution: Tools for Tough Talks, Teamwork and Total Results	April 6, September 14	2:00 p.m. - 3:45 p.m.
Strategic Planning for Today's Environment	April 8, October 14	10:00 a.m. - 11:45 a.m.
Front Line Leadership in the New World	April 8, October 21	2:00 p.m. - 3:45 p.m.
The Director's Role in Credit Risk Management*	April 9 & 16	1:00 p.m. - 2:30 p.m.
Recipe for an Effective Sales Environment*	April 21 & 22	10:00 a.m. - 11:30 a.m.
How to Strategically Manage the Investment Portfolio	April 27, November 4	10:00 a.m. - 11:45 a.m.
Valuation and Appraisal of Community Banks	April 28, October 20	10:00 a.m. - 11:45 a.m.
Understanding the Business of Banking and Factors that Affect Profitability*	May 11, 12 & 13	9:30 a.m. - 11:00 a.m.
Targeted Prospecting Without Cold Calling*	October 18 & 25	9:00 a.m. - 10:30 a.m.

\*multi-part program

## Management Programs

### Chief Financial Officer (CFO) Roundtable

The CFO Roundtable is designed to give chief financial officers and senior financial managers the opportunity to network in a comfortable and professional environment. Roundtable participants have access to a wealth of resources and take part in setting the agenda along with IBA Associate Member partners. Members Only

### Future Leaders Alliance (FLA)

The Future Leaders Alliance is an innovative leadership program designed to specifically advance the development of a financial institution's future leaders. The FLA offers a new direction with intensive courses and networking activities to provide the tools required to lead your financial institution in the future. The FLA offers an exciting and well-balanced slate of activities and challenges for program participants with three primary components: education, community service and networking.

### Online Self-Paced Courses

#### Management & Leadership

- Coaching for Success
- Corrective Action
- Hiring the Best
- Improving Productivity
- Managing Change
- Managing Employee Relations
- Performance Management
- Project Management Fundamentals
- Rewards and Recognition

#### Diploma and Certificate Programs

- Retail Branch Management Diploma
- Supervisor Certificate
- Team Leader Certificate

## Conferences

	LOCATION	DATE	TIME
Bank Security Conference	Bloomington	May 6	9:00 a.m. - 4:00 p.m.
119th Annual Conference and Trade Show	Springfield	June 16-18	9:00 a.m. - 3:15 p.m.

## Seminars

	LOCATION	DATE	TIME
2010 IT Security Exam Preparation	March 8	Springfield	9:00 a.m. - 4:00 p.m.
	March 10	Oak Brook	9:00 a.m. - 4:00 p.m.

## Webinars

	DATE(S)	TIME
Mobile Banking: Part 1	February 24	1:30 p.m. - 3:30 p.m.
Mobile Banking: Part 2	March 9	1:30 p.m. - 3:30 p.m.
ACH: Part 1	May 12	1:30 p.m. - 3:30 p.m.
ACH: Part 2	May 19	1:30 p.m. - 3:30 p.m.
ACH: Part 3	May 26	1:30 p.m. - 3:30 p.m.

### Archived Programs (available after airing of live program)

ACH 201

Understanding International ACH (IAT) Transactions

## GSB Online Seminars

	DATE/S	TIME
IT Risk Assessment	February 17, September 22	2:00 p.m. - 3:45 p.m.
Social Networking Strategies - Succeeding Beyond Your Website	March 18, November 18	2:00 p.m. - 3:45 p.m.
Regular Hot Buttons for IT Security	March 24, October 13	2:00 p.m. - 3:45 p.m.
Business Continuity and Disaster Recovery	March 31, October 27	2:00 p.m. - 3:45 p.m.
Third Party Selection and Management: Comply with New Regulations	April 21, November 17	2:00 p.m. - 3:45 p.m.

## American Institute of Banking (AIB)

### Bank Operations Diploma

The diploma is an ideal foundation for bankers new to the operations area. Bank operations are the infrastructure of the organization. Individuals who work in operations across the bank are responsible for ensuring that the daily workflow is smooth and efficient. With views toward operational efficiency and customer expectations, bank operations personnel continually review current methods and procedures and often recommend process improvements and innovations. In the course of their duties, operations personnel interact with staff throughout the bank, from data processing to customer contact areas. Supervisors and managers in operations are responsible for seeing that their areas are staffed adequately with well-trained personnel, who understand banking processes, process improvement methods and project management. This curriculum provides a solid grounding in banking fundamentals, which is essential to new or aspiring operations managers or supervisors. Critical knowledge areas such as accounting, legal and regulatory aspects of banking, general bank operations, payment systems, and supervision are central to the program.

# RETAIL BANKING

YOUR "GO TO" SOURCE FOR BANKING EDUCATION



## Conferences

	<b>LOCATION</b>	<b>DATE</b>	<b>TIME</b>
119th Annual Conference and Trade Show	Springfield	June 16-18	9:00 a.m. - 3:15 p.m.

## Seminars

	<b>LOCATION</b>	<b>DATE</b>	<b>TIME</b>
IRA Essentials	Chicago	February 17	9:00 a.m. - 4:30 p.m.
	Springfield	March 16	9:00 a.m. - 4:30 p.m.
	Oak Brook	March 18	9:00 a.m. - 4:30 p.m.
Advanced IRA Issues	Chicago	February 18	9:00 a.m. - 4:30 p.m.
	Springfield	March 17	9:00 a.m. - 4:30 p.m.
	Oak Brook	March 19	9:00 a.m. - 4:30 p.m.
New Account Fundamentals	Springfield	March 22	9:00 a.m. - 4:00 p.m.
	Oak Brook	March 23	9:00 a.m. - 4:00 p.m.
Consumer Lending Workshop	Oak Brook	April 22-23	9:00 a.m. - 4:00 p.m.
	Springfield	May 13-14	9:00 a.m. - 4:00 p.m.

## Webinars

	<b>DATE(S)</b>	<b>TIME</b>
2010 Avoiding Losses on U.S. Treasury Checks	February 3	1:30 p.m. - 3:30 p.m.
2010 Check Handling: A Teller's Seminar	February 17	1:30 p.m. - 3:30 p.m.
Managing Problem Loans: Part 1 (Consumer)	March 1	1:30 p.m. - 3:30 p.m.
Summons, Subpoenas & Administrative Requests	March 2	1:30 p.m. - 3:30 p.m.
Levies, Garnishments & Attachments	March 4	1:30 p.m. - 3:30 p.m.
Appraisal Regulations Update: New Guidelines	March 16	1:30 p.m. - 3:30 p.m.
Appraisal Regulations Update: Performing an In-House Appraisal Review	March 18	1:30 p.m. - 3:30 p.m.
Card University: Part 1	April 7	1:30 p.m. - 3:30 p.m.
Card University: Part 2	April 14	1:30 p.m. - 3:30 p.m.
Fair Lending - Positive Steps to Risk Reduction	April 16	1:30 p.m. - 3:30 p.m.
SAR Decision Making	April 27	1:30 p.m. - 3:30 p.m.
Real Estate Loan Documentation: Part 1	May 4	1:30 p.m. - 3:30 p.m.
Real Estate Loan Documentation: Part 2	May 7	1:30 p.m. - 3:30 p.m.
SAR Filing	May 11	1:30 p.m. - 3:30 p.m.
ACH: Part 1	May 12	1:30 p.m. - 3:30 p.m.
ACH: Part 2	May 19	1:30 p.m. - 3:30 p.m.
CTR Filing	May 25	1:30 p.m. - 3:30 p.m.
Major Growth Opportunity: Lending to the Self-Employed	May 25	1:30 p.m. - 3:30 p.m.
ACH: Part 3	May 26	1:30 p.m. - 3:30 p.m.
Regulation Z Rescission Rules	July 1	1:30 p.m. - 3:30 p.m.
Mortgage Lending: Part 1	July 7	1:30 p.m. - 3:30 p.m.
Mortgage Lending: Part 2	July 14	1:30 p.m. - 3:30 p.m.
Understanding Loan Documents: Real Estate Loan Documents	August 19	1:30 p.m. - 3:30 p.m.
BSA Staff Training	September 8	1:30 p.m. - 3:30 p.m.

Opening Deposit Accounts: Business	October 19	1:30 p.m. - 3:30 p.m.
BSA for Lenders	November 4	1:30 p.m. - 3:30 p.m.
The Top 10 Loan Documentation Issues, Questions & Mistakes	November 9	1:30 p.m. - 3:30 p.m.
Flood Insurance Review & Update	November 10	1:30 p.m. - 3:30 p.m.
Opening Deposit Accounts: Consumer	November 16	1:30 p.m. - 3:30 p.m.
Opening Deposit Accounts: Fiduciary	November 18	1:30 p.m. - 3:30 p.m.
Lending Compliance Update	December 20	1:30 p.m. - 3:30 p.m.

**Archived Programs** (available after airing of live program)

2009 Basic Consumer Lending - Part 1

2009 Basic Consumer Lending - Part 2

Opening Deposit Accounts: Business Accounts: Documenting Existence & Authority - Part 1

Opening Deposit Accounts: Personal Accounts: Documenting Existence & Authority - Part 2

Opening Deposit Accounts: Fiduciary Accounts: Documenting Ownership & Authority - Part 3

STOP the Losses, START the Cross-Selling

## GSB Online Seminars

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	DATE(S)	TIME
Basic IRAs	January 27, September 15	10:00 a.m. - 11:45 a.m.
IRA Contributions	February 3, September 22	10:00 a.m. - 11:45 a.m.
Understanding and Processing Transfers and Rollovers	February 10, September 29	10:00 a.m. - 11:45 a.m.
Conversions & Re-Characterizations	February 17, December 15	10:00 a.m. - 11:45 a.m.
Direct Rollovers and Other Portability Issues	February 24, October 6	10:00 a.m. - 11:45 a.m.
Traditional IRA Distributions	March 15, November 17	10:00 a.m. - 11:45 a.m.
Compelling Advertising for Community Banks	March 16	1:30 p.m. - 3:45 p.m.
IRA Conversion & Rollovers: Opportunities in 2010	March 17	1:30 p.m. - 3:15 p.m.
IRA Beneficiary Distributions	March 24, December 1	10:00 a.m. - 11:45 a.m.
IRA Required Minimum Distributions	April 7, December 8	10:00 a.m. - 11:45 a.m.
Money-Saving, Money-Making Marketing Ideas	April 7, September 21	10:00 a.m. - 11:45 a.m.
The Next Generation of Customers	April 14, November 10	1:30 p.m. - 3:15 p.m.
HSA Basics	April 21, October 20	1:30 p.m. - 3:15 p.m.
Advanced HSAs	April 28, October 27	1:30 p.m. - 3:15 p.m.
Establishing and Amending IRAs	May 5	1:30 p.m. - 3:15 p.m.
Handling IRA Legal Issues	May 12	1:30 p.m. - 3:15 p.m.
IRA Reporting	May 19	10:00 a.m. - 11:45 a.m.
Conducting Your Own IRA Compliance Audit	June 9	1:30 p.m. - 3:15 p.m.
IRA Frontline Fundamentals	November 3 & 10	1:30 p.m. - 3:00 p.m.
A Practical Guide to Consumer Lending	November 23 & 30, December 7	1:00 p.m. - 2:30 p.m.

*\*multi-part program*

## American Institute of Banking (AIB)

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### Online Instructor-Led and/or Self Study Courses

- General Accounting
- Financial Accounting
- Economics for Bankers
- Today's Teller
- Principles of Banking
- Money & Banking

## Online Self-Paced Courses

### Basic Banking Knowledge

- Banking Today

### Fundamental Business Skills

- Business Etiquette
- Dealing Effectively with Co-workers
- Ethical Issues for Bankers
- Managing Time at Work
- Meetings that Work
- Presentation Skills
- Telephone Etiquette
- Writing Bank Correspondence

### Microsoft Desktop (2003 & 2007 Versions & Various Levels Available)

- Access
- Excel
- Outlook
- PowerPoint
- Word

### Retail Banking Fundamentals

- Business of Bankcard Overview
- Consumer Credit Products
- Fundamentals of Consumer Lending
- Fundamentals of Mortgage Lending
- Introduction to Financial Planning Products
- Personal Tax Return Analysis
- Referring Insurance & Annuities Customers
- Referring Mutual Funds & Securities Customers
- Referring Trust Customers
- Revitalizing Customer Service
- Teller Training Essentials
- Understanding Bank Products
- Understanding Financial Planning

### Retail Banking Sales Skills

- Building and Retaining Customer Relationships
- Cross-Selling Deposit Products
- Effective Referrals
- Event Based Selling
- Introduction to Relationship Selling
- Profiling Mortgage Prospects
- Sales Coaching in the Bank
- Successful Sales Campaigns
- Tele-consulting

### Small Business Banking Fundamentals

- Credit Products for Small Businesses
- Deposit Products for Small Businesses
- Fundamentals of Small Business Banking
- Intro to Analyzing Financial Statements
- Overview of Financial Statements
- Retirement Products for Small Businesses

### Diploma and Certificate Programs

- Bank Operations Diploma
- Bank Teller Certificate
- Call Center Representative Certificate
- Customer Service Rep Certificate
- General Banking Diploma
- Personal Banking Diploma

## Conferences

	LOCATION	DATE	TIME
119th Annual Conference and Trade Show	Springfield	June 16-18	9:00 a.m. - 3:15 p.m.

## American Institute of Banking (AIB)

### Online Instructor-Led and/or Self Study Courses

- Trust Basics
- Trust Operations

### Online Self-Paced Courses

#### Building Trust Expertise - Level 1

- Introduction to Estate Planning
- Introduction to Investment Management
- Introduction to Trust Administration

#### Building Trust Expertise - Level 2

- Discretionary Distributions
- Estate Planning for Marital Deduction
- Estate Planning Overview
- Federal Estate and Gift Taxes
- Fiduciary Income Taxes
- Fiduciary Law
- Investment I
- Managing Trust Accounts
- Retirement Planning

#### Building Trust Expertise - Level 3

- Estate Planning Case Study
- Estate Planning for Charitable Giving
- Estate Planning for Lifetime Gifts
- Estate Planning for the Business Owner
- Financial Planning Skills
- Generation Skipping Transfer Tax
- Investment II
- Life Insurance and Annuities

### Personal Trust Diploma

This diploma was developed to prepare individuals for professional certification as Certified Trust and Financial Advisors (CTFA). The CTFA designation is offered through the American Bankers Association's Institute of Certified Bankers (ICB). Becoming a Certified Trust and Financial Advisor is one of the most important and rewarding career decisions that a trust professional can make. Those holding the CTFA designation often speak to the competitive advantage and professional recognition that it affords. The 20 trust courses in the three curricula - Personal Trust Curriculum Level 1, Personal Trust Curriculum Level 2, and Personal Trust Curriculum Level 3 - provide the technical underpinning of the diploma and address the core knowledge areas of the CTFA examination. Additionally, the critical importance of ethical conduct in all aspects of the trust profession is reinforced in AIB's *Ethical Issues for Bankers*. While the curriculum addresses the major knowledge areas assessed by the examination, ICB emphasizes that completion of this diploma does not guarantee success on the CTFA examination. Experience and application of the knowledge to the work setting are important factors as well.