

**IFM**

# CATALOG



**IFM**

THE INSTITUTE FOR  
FINANCIAL MARKETS

The Institute for Financial Markets (IFM) is a nonprofit, industry-sponsored educational foundation dedicated to providing quality and unbiased information, research data and instruction to financial industry professionals, market users, investors, academics, journalists and public policy makers.

Founded in 1989 as the Futures Industry Institute, the IFM offers independent study and exam preparatory materials in print and computer-based formats; instructor-led seminars and customized, in-house training; research data; desktop reference tools; and consultancy. All proceeds from IFM sales and activities, after expenses, are returned to the financial services industry via the development of new and expanded educational materials, training programs and market data. The IFM takes special pride in the quality, depth and objectivity of its products and services.

As you look through the IFM catalog, please note that both single-unit prices and special value combinations are listed. Further discounts are available on volume purchases.

To order products or register for training, please see the order form on page 9. For your convenience, you may order by telephone, fax or online.

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www.theIFM.org

*Learn more about futures and options with our FREE web tutorial and glossary. Go to [www.theIFM.org](http://www.theIFM.org).*

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## INDEPENDENT STUDY MATERIALS

### *Futures & Options*



Revised in 2003 to reflect recent changes in the futures and options markets including the addition of security futures products, *Futures and Options* remains the preeminent preparatory text and reference book for new entrants into the futures industry. It is an essential part of preparing for the market knowledge portion of the Series 3 exam, covering all aspects of the futures, options and underlying cash markets for physical commodities and financial instruments. Unique features include: a review of the major types of futures and options orders, examples of customer account documents, a thorough review of futures clearing and margining, and an in-depth analysis of hedging.

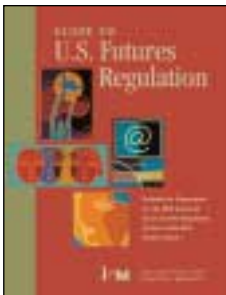
*Chapters discuss in detail:*

- Futures industry institutions and professionals
- Accounting, margin and leverage
- Trading futures
- Futures spreads
- Options on futures
- Hedging with futures and options
- Interest rate, stock index and foreign exchange futures and options
- Energy, metal and agricultural futures and options
- Security futures

This comprehensive textbook is a valuable introduction and reference tool for new participants in the futures industry, students, academics, U.S. and international regulators, and other financial service industry professionals who need to build market knowledge. The text also features an extensive glossary as well as study questions and answers with detailed explanations and references.

**\$95 plus \$5 U.S. Shipping**

### *Guide to U.S. Futures Regulation*



Revised in 2003, the *Guide* prepares candidates for the regulatory portion of the U.S. Series 3 exam and is the companion text for the *Futures & Options* textbook. This 92-page book also prepares Series 32 candidates for the abridged Series 32 exam for individuals registered in qualified non-U.S. jurisdictions. The expanded *Guide* includes over 220 questions and detailed commentary. Topics include:

- The Commodity Futures Trading Commission's regulatory program
- National Futures Association's regulatory program.
- Regulatory requirements for security futures products
- Regulatory requirements for managed futures, commodity trading advisors and commodity pool operators

**\$59 plus \$5 U.S. Shipping**

*A great desk reference for trading, back-office and compliance staff.*



*Preparing to take an exam? See page 4 for more information, pricing and packaged set discounts.*

### **Series 3 PassMaster – A PC-based Learning Tool**

Our interactive PC-based comprehensive tutorial and exam simulation covers the market knowledge and regulatory components for Series 3 exam preparation. The PassMaster tutorial provides timed tests that closely resemble the actual U.S. Series 3 exam. The program draws from a bank of over 600 questions that can be sorted by level of difficulty and exam topic. Topics include:

- Futures trading theory and terminology
- Futures and options margin, price limits, delivery and cash settlement of futures contracts
- Types of orders and customer accounts
- Basic hedging and basis calculations
- Examples of hedging and speculation in commodity and financial futures
- Security futures products
- Applications of futures spread trading
- Options hedging, speculating and spreading

Available online, Series 3 PassMaster is an efficient and economical way to learn at home, in the office or on the road, and gives instant feedback on practice tests.

**\$85**

### **Study Manual for the National Futures Association Series 31 Examination**

Updated in 2003, this 114-page text is the most effective way to prepare for the Futures Managed Funds Examination, required for Series 7 registrants who want to sell commodity pools. Topics include:

- Introduction to the futures markets
- Institutional characteristics of futures markets
- Managed futures, commodity trading advisors and commodity pool operators
- Commodity Futures Trading Commission and National Futures Association regulatory programs

**\$59 plus \$5 U.S. Shipping**





### ***Study Manual for the National Futures Association Series 33 Examination***

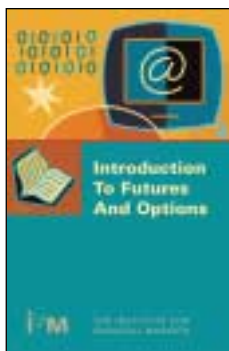


Complete and concise — our 150-page *Manual* is ideal for Series 7 registered securities brokers who want to solicit or sell stock index, currency or interest rate futures and options and are preparing for the Series 33 Financial Instruments Exam. Topics include:

- Futures and options market basics
- Futures industry professionals, exchanges and clearinghouses
- Stock index, interest rate and foreign exchange futures and options
- Commodity Futures Trading Commission and National Futures Association regulatory programs

**\$49 plus \$5 U.S. Shipping**

### ***Introduction to Futures and Options***



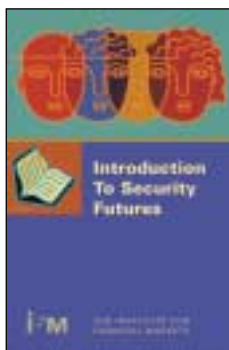
This 50-page monograph with glossary offers a concise overview for non-professionals on how the futures and options markets work. Topics include:

- Fundamentals of futures and options contracts
- Market participants and institutions
- Hedging and spreading

This primer is an ideal publication to educate back-office, administrative and legal professionals, new hires as well as potential investors.

**\$10 postage included**

### ***Introduction to Security Futures***



This easy-to-read monograph educates the professional and investor communities about newly-introduced security futures products that combine elements of both futures and equity securities. Topics include:

- Understanding single stock futures and narrow-based index futures and their relationship to the cash markets
- Applicable SEC, CFTC and self-regulatory organization rules

**\$10 postage included**

### ***ATTENTION FIRMS***

***Ask us about volume pricing and co-branding of these introductory texts. These Intros are terrific client education tools.***



For licensing requirements, exam registration process and testing locations, please visit [www.theIFM.org](http://www.theIFM.org).

## EXAM PREPARATION

The IFM is a trusted source of education and exam preparation materials for firms and exam candidates. The Institute offers both in-person and independent study programs (print and web-based) for the following U.S. licensing examinations.

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### National Commodity Futures Examination (Series 3)

Format: 150 true/false and multiple-choice questions covering futures and options market knowledge, security futures and U.S. regulations — 3 hours testing time.

**Study Materials:**

- Basic Set** *Futures & Options* and *Guide to U.S. Futures Regulation*  
**\$145 plus \$10 U.S. Shipping – SAVE \$9**
- Standard Set** *Futures & Options, Guide to U.S. Futures Regulation* and Series 3 PassMaster  
**\$209 plus \$10 U.S. Shipping – SAVE \$30**
- Premium Set** Attend a two-day educational seminar and receive *Futures & Options, Guide to U.S. Futures Regulation* and Series 3 PassMaster  
**\$600 – The Best Deal**  
**Includes FREE Shipping**

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### Futures Managed Funds Examination (Series 31)

Format: 45 multiple-choice questions covering a general knowledge of the markets and regulations with an emphasis on managed funds, including relevant disclosure and advertising rules — 1 hour testing time.

**Study Material:** *Study Manual for the National Futures Association Series 31 Examination*  
**\$59 plus \$5 U.S. Shipping**

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### Limited Futures Examination (Series 32)

Format: 45 multiple-choice questions covering U.S. regulations and compliance — 1 hour testing time.

**Study Material:** *Guide to U.S. Futures Regulation*  
**\$59 plus \$5 U.S. Shipping**

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### Financial Instruments Examination (Series 33)

Format: 60 multiple-choice questions covering financial futures and options and U.S. regulations — 1 hour, 20 minutes testing time.

**Study Material:** *Study Manual for the National Futures Association Series 33 Examination*  
**\$49 plus \$5 U.S. Shipping**



## EDUCATIONAL INSTRUCTION AND PROFESSIONAL CONDUCT TRAINING

### A Short Course on the Markets

IFM's half-day program offers an overview of futures and options basics including key concepts and terms, practical examples of market use, structure and function of futures markets, and perspectives on the role of futures and options in risk management.

*Who Should Attend:* Anyone involved in or contemplating participation in the futures and options markets including staff from banks, corporate treasury offices, journalists, insurance companies, brokerage firms, hedge funds, investment advisors, institutional investors and firms that hedge.

**\$275 Seminar registration fee includes the *Introduction to Futures and Options* and course materials.**

### Introduction to Security Futures

This half-day class presents an overview of security futures and the underlying cash markets including requirements for trading and offering these innovative products.

*Who Should Attend:* Anyone who works with or is interested in these new products including staff from banks, securities and futures brokerage firms, journalists and institutional investors.

**\$275 Seminar registration fee includes the *Introduction to Security Futures* and course materials.**

### Futures & Options Seminar

This two-day program provides a foundation in the fundamentals of futures and options market structure, theory and practice. It also prepares the participant for the Series 3 examination and covers new security futures material recently added to the exam. The session includes formal presentations, practice exercises supported by audio/visual materials, and group exercises.

*Who Should Attend:* Futures industry professionals, market-users, Series 3 candidates and those who need an in-depth understanding of futures and options markets, their institutions and their participants.

**\$600 Seminar registration fee includes *Futures & Options, Guide to U.S. Futures Regulation, Series 3 PassMaster* and course materials.**

***For an updated Calendar of Events listing seminar locations and dates, please visit [www.theIFM.org](http://www.theIFM.org) or call 202.223.1528***



***For customized in-house security futures training that goes beyond the basics, please call 202.223.1528***



*Is your firm seeking to develop its own professional training program?*

*Then call us — the IFM is the preeminent leader in ethics training and has successfully created an extensive library of learning modules that can be adapted to fit your needs. Call on us to create a customized program for your firm.*

## VIP Series 3 Exam Tailored Tutorial (EXCEPTIONAL)

IFM's intensive tutorial designed for the busy senior executive or select staff persons provides a comprehensive review of futures and options market theory, practice and regulation. Instructional focus and tutorial scheduling are designed to meet specific learning needs.

Personal tutorial includes *Futures & Options, Guide to U.S. Futures Regulation*, Series 3 PassMaster and tutorial materials

## In-house Seminars

The IFM, with its depth of talent, financial markets experience and balanced perspective, can present a customized learning curriculum — depending on your individual educational needs — from general orientation to more advanced topics. The IFM fills a special educational niche. Please call 202.223.1528 to discuss training solutions.

## Professional Conduct and Ethics Training for the Futures Industry

The IFM offers cost-effective solutions that fulfill the futures industry regulatory requirement for ethics training. IFM programs use a case-study approach that examines regulatory and professional conduct issues in an engaging and educational manner. The Institute has qualified with NFA and completed relevant proficiency testing, as mandated in NFA's Interpretive Notice 2-9, and has trained more than 50,000 futures registrants from over 300 firms.

### Web-Delivered (or on Diskette) Training

Quick to implement, manage and track, interactive PC-based training continues to be the popular choice with NFA registered firms. Web-delivered training provides convenient and immediate access from any computer and allows registrants to learn from the office, at home or on the road. Completion of training documentation and free record keeping services are provided to compliance administrators.

- 1-hour, audio-enhanced web-delivered ethics training program. (Web or diskette)  
**\$35 each** (plus \$5 U.S. Shipping for diskette version only)
- 4-hour ethics training program (Web or diskette; diskette version includes a 10-minute video)  
**\$75 each** (plus \$5 U.S. Shipping for diskette version only)

### In-Person Training

In-house seminars are tailored to meet the needs of both registrants and/or non-registrants. Case studies can be designed to reflect client characteristics, business activities and specific areas of employee responsibility.

**\$3,800 session**



## INFORMATION, RESEARCH DATA AND CONSULTANCY

### ***Futures and Options Fact Book*** ***(INNOVATIVE FEATURES MAKE THIS*** ***ONE-STOP GUIDE POPULAR!)***



IFM's universal desktop e-reference tool is a comprehensive guide to contract specifications including trading hours, contract sizes, delivery months, position limits and minimum ticks from over 70 worldwide exchanges. Ongoing updates to contract specifications and exchange information, and a summary bulletin feature highlighting recent changes worldwide make the *Futures and Options Fact Book* an invaluable tool for trading, compliance and back-office professionals. Product features include an exchange holiday calendar, with an expiration calendar available as an add-on component.

**Single-user (one person) annual subscription \$350**

**Single-user (one person) noncommercial/academic annual subscription \$250**

**Multi-user (per site) annual subscriptions begin at \$1350**

### ***SFP (Security Futures) Fact Book***

This global one-stop, desktop e-reference tool provides the very latest information available on contract specifications for single stock futures, ETF futures, and narrow-based index futures and options on 17 global exchanges and broad-based index futures on 44 worldwide exchanges.

Detailed exchange profiles include trading systems, contract specifications and volume, and clearing corporations.

#### **INTRODUCTORY OFFER**

**Single-user (one person) annual subscription \$175**

**Multi-user (per site) annual subscription begins at \$1050**

### ***THE SFP*** ***FACT BOOK***

***A "must have"***  
***for anyone***  
***using these***  
***new financial***  
***products or any***  
***equity-based***  
***futures products.***





**FREE FUTURES  
AND OPTIONS  
MARKETS  
TUTORIAL**  
*As an educational  
foundation, the  
IFM is committed  
to providing  
information and  
education about  
the dynamic world  
of futures and  
options and other  
financial sectors.  
Our FREE online  
tutorial provides  
a basic introduction  
to futures and  
options, FAQ's  
and Glossary. Go  
to [www.theIFM.org](http://www.theIFM.org)*

## Data Center

The IFM's Data Center offers intra-day data on major futures contracts and U.S. equities.

### Futures Data:

Time stamped to the nearest minute, tick-by-tick, for the day sessions to include:

- Currency futures
- Interest rate futures
- Food/Fiber
- Meats
- Cash equity indices
- Equity futures
- Energy
- Grains
- Metals

### NEW U.S. Tick Equity Databases:

- Tick Equity Database — Comprehensive intra-day historical data with tick-by-tick price and volumes to the second on approximately 7,000 U.S. equities since 1973.
- One-Minute Equity Database — Historical data on 1,900 U.S. equity symbols since 1991: date, time, open, high, low, close and volume per one-minute interval. Includes a single-step software to adjust prices for stock splits and create different time intervals of any size and date range.
- Survivor Bias-Free Equity Database — Tick-by-tick price and volumes to the second on approximately 4,000 U.S. equities currently inactive and with at least three years of price history since 1993, including firms that were acquired, ceased operations, were de-listed, filed bankruptcy or went private.

**For more details and pricing, contact the IFM Data Center at 202.223.1528 for a customized solution.**

## Consultancy

The Institute for Financial Markets is a leader in market-related consultancy on ethics and best practices. IFM's nonprofit foundation status and prestigious Board of Trustees insures the objectivity and access crucial to any successful consulting project. IFM has worked with the World Bank, Toronto International Leadership Centre, National Futures Association, NASD, Securities Industry Association, New York Stock Exchange as well as individual firms in the financial services industry. For more information on the experience and capabilities of the IFM team, please call the IFM President at 202.223.1528.

***Need data? Contact the IFM Data Center for a customized solution.***

