

# The Depository Trust Company

# IMPORTANT

**B#:** 0112-06

**DATE:** August 29, 2006

**TO:** All Participants

**CATEGORY:** Settlement/Underwriting

**FROM:** John Kiechle, Vice President, Product Management

**ATTENTION:** Managing Partner/Officer, Cashier and Operations Managers

**SUBJECT:** FOCUS on the Web: Settlement Course Offerings  
for Fall 2006

DTCC Learning is pleased to announce new dates for its FOCUS on the Web settlement course offerings.

**Stock Loan and Repurchase Agreement (REPO) Problem Resolution** is a one-hour Webinar session, led by a DTCC Learning training expert, designed to provide learners with an understanding of the concepts, terminology and fundamentals of stock loan and REPO processing at DTC. This session also includes screen shots and explanations of the associated PTS functions. Discussion topics include:

- The purpose of DTC's stock loan and repurchase agreement (REPO) tracking system
- When stock loan and repurchase agreement (REPO) tracking occurs
- Common reasons for out-of-balance conditions
- The tools available to research out-of balance conditions
- How to correct out-of-balances

**Stock Loan and Repurchase Agreement (REPO) Problem Resolution** will be offered on the following dates:

Date	Time
September 6, 2006	11:00 a.m. – 12:00 p.m. Eastern Time
September 21, 2006	11:00 a.m. – 12:00 p.m. Eastern Time
October 4, 2006	11:00 a.m. – 12:00 p.m. Eastern Time

Any additional dates will be announced on DTCC Learning's Website <http://learning.dtcc.com>.

As with previous "FOCUS on the Web" courses, DTCC Learning is offering these programs for only **\$95/person**. Your Participant Account will be charged upon registration for the program.

To register for any of the settlement sessions, follow these instructions:

***To register for DTCC Learning (first time users):***

1. Go to <http://learning.dtcc.com>.  
The DTCC Learning Home Page appears.
2. Below the toolbar, click **Take a Course Now**.  
The DTCC Learning login page appears.
3. Click **New Users Register Here**.  
The New User Registration page appears.
4. Complete the form, making sure to fill in all required fields (indicated by a red arrow).
5. Click **Submit**.  
A confirmation page appears.
6. A login name and password will be sent to your email address.
7. Click on the URL Address in the email that was sent to you.
8. Update your password accordingly.

***To register for a course:***

1. Go to <http://learning.dtcc.com>  
The DTCC Learning Home Page appears.
2. On the toolbar, click **Take a Course Now**.
3. Type the login and password you selected.
4. Click **Available Courses**.
5. Scroll down to the course you want to take.
6. Click on the **register** link for the corresponding event you wish to attend.
7. Once the registration page appears, click **Submit for Registration**.

If you have any questions regarding this process, please contact DTCC Learning at (888) 258-6393 or e-mail us at [training\\_administrator@dtcc.com](mailto:training_administrator@dtcc.com).