

# Essential Learning for CTP Candidates

## Windy City Summit 2022 – CTP Track

D.J. Masson, The Treasury Academy

**Tuesday, May 17, 2022**

### **Session #1 (9:00 am – 9:50 am): Essential Learning for CTP Candidates**

- ◆ *Dispelling Common Misconceptions About the CTP Exam*
- ◆ *How ETM is Created & the CTP Exam is Developed*
- ◆ *Successful Tips & Techniques for Preparing for & Passing the CTP Exam*

This session will cover common misconceptions about the CTP Exam that lead candidates to make assumptions that are incorrect. Incorrect assumptions can set up candidates for failure even before they embark on a course of study and exam preparation. Learning how **Essentials of Treasury Management** (ETM6) is created and how the CTP Exam is developed is the starting point for enabling candidates to have a factual and realistic understanding of what they need to learn in order to earn the credential. This session also offers candidates proven tips and techniques for preparing for the CTP Exam and for ensuring the best chance of passing. The session concludes with a discussion of the new Body of Knowledge text (ETM6).

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### **Session #2 (11:00 am – 11:50 am): Banks, Payment Systems and Relationship Management**

- ◆ *ETM6-Ch 03: Banks and Financial Institutions*
- ◆ *ETM6-Ch 04: Payment Systems*
- ◆ *ETM6-Ch 07: Relationship Management and Vendor Selection*

This session begins the coverage of the specific materials from ETM6. In this session, banks and financial institutions will be discussed, as well as how various payment systems (both U.S. and global) operate. The session ends with a detailed discussion of relationship management, vendor selection and the calculations involved in bank account analysis statements.

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### **Session #3 (1:40 pm – 2:30 pm) Basics of Financial Statements – FP&A**

- ◆ *ETM6-Ch 08: Financial Accounting and Reporting*
- ◆ *ETM6-Ch 09: Financial Planning and Analysis*

This session will cover the basics of financial planning and analysis, as well as other key financial and accounting concepts. The standard financial statements (balance sheet, income statement and statement of cash flows) are outlined as well as the use of ratio analysis to determine the financial health of the company. The important ratios covered include those related to liquidity management, debt management/coverage and asset management. In addition to financial analysis, this session will discuss performance measures such as return on investment, residual income and Economic Value Added (EVA).

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### **Session #4 (2:40 pm – 3:30 pm): Working Capital Management**

- ◆ *ETM6-Ch 10: Introduction to Working Capital Management*
- ◆ *ETM6-Ch 11: Working Capital Metrics*

This session covers both the basics and the metrics (calculations) used in the area of working capital management. These topics include cash conversion cycle, management of key working capital accounts (accounts receivable, inventory, accounts payable), and the investment and financing of working capital. The section on working capital metrics covers many of the important calculations used in the area, including days sales outstanding, aging schedules and payment pattern analysis.

**Wednesday, May 18, 2022**

### **Session #5 (4:10 pm – 5:00 pm): Review of Basic CTP Calculations**

- ◆ *An Overview of CTP Math*
- ◆ *Tips and Techniques for Approaching CTP Math*
- ◆ *Taking the Fear Out of CTP Math for “Mathaphobes”*

This session will involve an overview of CTP math. It will not be the first time that formulas and calculations are introduced. Any math associated with the relevant topics covered in the earlier sessions will have already been discussed in context. The difference is that this session will focus on the more challenging formulas and calculations found throughout ETM6. Along with math tips and techniques for all CTP candidates, the instructors will specifically address overcoming the “fear factor” for those CTP candidates who have had very little exposure to financial mathematics or for whom it has been decades since they last took a college course involving financial formulas and calculations.

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### **Session #6 (9:00 am – 9:50 am): Short-Term Investing/Borrowing**

- ◆ *ETM6-Ch 13: Short-Term Investing and Borrowing*

This session provides coverage of short-term investing, including calculations related to yield and security pricing. The session also covers financing from the borrower’s perspective, including the calculation of the costs on bank lines of credit and commercial paper.

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### **Session #7 (11:30 am – 12:20 pm): Risk Management & Cash Forecasting**

- ◆ *ETM6-Ch 16: Enterprise Risk Management*
- ◆ *ETM6-Ch 17: Financial Risk Management*
- ◆ *ETM6-Ch 14: Cash Forecasting*

The session provides a general overview of risk management in treasury, including concepts such as financial risk, operational risk and enterprise risk management. The session concludes with coverage of the use of financial derivatives such as forwards, futures, options and swaps in the area of financial risk management. The focus is on how companies use these instruments to hedge their exposures in various areas and markets. This session also provides with a detailed discussion of cash forecasting, focusing on the calculations involved in this area, including the receipts and disbursements forecast.

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### **Session #8 (2:00 pm – 2:50 pm): Collections, Concentration & Disbursements**

- ◆ *ETM6-Ch 12: Collections, Concentration & Disbursements*

This session provides a review of the basic cash management topics of collections, concentration and disbursement of funds. This session includes coverage of Lockboxes and other collection methods, minimum transfer calculation for funds concentration and bank disbursement accounts and products.

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### **Session #9 (4:00 pm – 4:50 pm): Advanced CTP Math**

- ◆ *Methods the Test-Makers Use to Reverse Equations*
- ◆ *Math Short-Cuts*
- ◆ *When Panic Sets In: Better to Calculate Than Never*
- ◆ *Overview of Material NOT Covered in this Training*

This session will demonstrate methods used by test-makers to reverse equations. This does not apply to all formulas; however, it does apply to formulas that can be expressed algebraically. In addition, the instructors will demonstrate math shortcuts that will enable candidates to logically eliminate some of the answers on a math problem or to derive the answer without having to go through all of the steps. We will briefly discuss the materials from ETM6 that are NOT covered in these sessions, but which ARE covered in the supplemental handouts and on-line course materials.

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## Meet Your Instructor

Dubos Masson, Ph.D, CTP, CertICM  
President The Treasury Academy

Clinical Professor of Finance at Indiana University,  
Kelley School of Business

Learn More

Dubos J. Masson is a Clinical Professor of Finance at Indiana University, Kelley School of Business. He has offered courses and workshops in Cash Management and Treasury for the Association of Financial Professionals. He has more than 20 years of experience advising CFOs and Treasurers in companies such as AT&T, Citigroup, GE, Bank One, Government of Canada, IBM and First Data Corp, among others.

Dubos J. Masson has published articles in specialized journals such as Advances in Financial Planning and Forecasting, American Business Review, Corporate Cash Flow, The Journal of Working Capital Management. He is the author and co-author of some of the reference texts for the Corporate Treasurer such as Essentials of Cash Management and the Treasurer's Handbook of Financial Management.

Dubos J. Masson holds an MBA and a Ph.D. in Finance from Indiana University.

### Note:

The CTP Exam Preparation and Review Course is available to registered attendees of the 2022 Windy City Summit and included as part of the conference registration fee. For any questions, please contact [niki@windycitysummit.org](mailto:niki@windycitysummit.org) or call 262.488.5562.

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