Making It All Work **Together**

Weekly Rep Call - Recording

Click HERE to listen to a recording of this week's rep call.

Call Notes (Click on the red links to learn more):

Compliance/Administration

Compliance Topics

- Firm Continuing Education and Annual Compliance Questionnaire completion due by October, 31 2017
  - Annual Compliance Questionnaire
    - Use the following link to check the status of and to complete your annual compliance questionnaire HERE
    - Step by step instructions
  - Firm Element Continuing Education
    - Use the following link to check the status of and to complete your Firm Element Continuing Education HERE
    - Step by step instructions
  - For those who attended Ignite, the credits you earned will be posted to the knowledge center university by October 15, 2017.
    - Use the following agenda to confirm if the sessions that you attended qualify for annual compliance meeting (ACM) credit.
    - Attending two ACM meetings at ignite will complete your ACM requirement for 2017

Upcoming Trainings

- Office Solutions Workshop
- eMoney training and information
  - Thursday, October 19, 2017 | 10:00 am ET
  - Additional information is available Here

Practice Management

Real Practical Management (RPM) in Scottsdale, AZ

- RPM is a hands-on program designed for Cambridge advisors who are ready to take the next step personally and professionally.
- Additional information on RPM is available HERE

Annual Branch Review

- During this weeks call we covered the best practices in getting ready for your upcoming branch review. We took a deep dive into what steps to take to prepare for and how to get the most out of this years annual office review.

- Once you have scheduled your review with your OSJ they will send you a pre-audit questionnaire. This will be the outline for the items that you will talk about during your meeting. Make sure to complete this prior to your scheduled meeting.

Best Regards,
Larry L. Qvistgaard
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Duncan Advisor Resources

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