



PREPARATORY PROGRAM

FOR THE CICBV MEMBERSHIP QUALIFICATION EXAM (MQE)

COURSE NOTES – 2017 EDITION

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Section 1: Understanding the MQE (and What the CICBV is Looking for)

- What is the MQE and what is it designed to test?
- What is the MQE not designed to test?
- How is the exam marked and evaluated by the CICBV?
 - Marks-based approach
 - Getting to 60 marks
 - Internal maximums
 - Professional marks

Section 2: Exam Writing Strategy – How to Beat the MQE

- MQE Strategy 101: a general framework for success on the MQE (the 5 golden rules)
- Tips for effective marking and debriefing
- Developing efficient exam response-structuring (aka writing) strategies
 - Reading
 - Planning
 - Efficient writing
 - Finding shortcuts
 - The importance of making clear conclusions
- Considerations for a computer-based testing environment
- Setting a study plan

Section 3: 2017 CICBV MQE Competence Framework and CICBV Standards Review

- Summary and Overview
- 2017 MQE Competence Framework
- CICBV Practice Standards
- CICBV Practice Bulletins
- CICBV Code of Ethics
- CICBV Policy on Examination Rules

Section 4: Common Pitfalls – Lessons Learned from Past Marker Feedback Comments

Section 5: Marking Keys for Prior MQE's (2001 to 2016)

Section 6: Debriefing Guides for Prior MQE's (2005 to 2016)

Appendix A: The Meat and Potatoes – a Summary of the 'Easy Marks'

Appendix B: Technical Review for the MQE Competence Framework

Appendix C: Asset vs. Share Sale – Illustrative Example