

2018 Study Assignments and Quiz Dates

Assignments are two weeks in length. Homework assignments are suggested to reinforce materials, but do not have to be turned in.

<p>Reading Assignment #1</p> <p>Completion goal date: June 15, 2018</p> <p>Suggested Homework: Create SEC Code flashcards.</p> <p>Quiz #1 – June 11th - June 18th</p>	<p>AAP Study Guide (Modules 1, 2 and 3) ACH Primer, Products and Marketing ACH Products</p> <p>NACHA Operating Rules & Guidelines Guidelines - Section V – SEC Codes Chapters 36-49 (pages OG134-OG259) Guidelines - Section VI – Special Topics Chapters 50-55 (pages OG259-OG291)</p>
<p>Reading Assignment #2</p> <p>Completion goal date: June 29, 2018</p> <p>Suggested Homework: Create ODFI and RDFI Warranty flashcards.</p> <p>Quiz #2 – June 25th - July 2nd</p>	<p>AAP Study Guide (Module 8) Navigating the NACHA Operating Rules, (Module 9) Third-Party Participants</p> <p>NACHA Operating Rules & Guidelines Rules – General Rules (1), ODFIs, Originators & Third-Party Senders (2), RDFIs and Receivers (3), ACH Operators (4) and IAT Gateways (5) Articles One through Five (pages OR1-OR57) Guidelines - Relationships with Originators, Third-Party Senders or Sending Points, ODFI Warranties and Indemnifications Chapters 5 and 6 (OG28-OG36) Guidelines – ACH Operators Chapters 32-35 (OG126-OG134)</p>
<p>Reading Assignment #3</p> <p>Completion goal date: July 13, 2018</p> <p>Suggested Homework: Create a Memory Match game.</p> <p>Quiz #3 - July 9th - July 16th</p>	<p>AAP Study Guide (Module 4) Risk Management and Compliance, (Module 5) Audit & Risk Assessment, (Module 6) Compensation, Arbitration and Rules Enforcement</p> <p>NACHA Operating Rules & Guidelines Book Rules – Compensation, Audit Requirements, Arbitration, Rules Enforcement and Same Day Entry Fee Appendices 7-11 (pages OR205-OR229) Guidelines – Risk Assessments Chapter 4 (OG22-OG27) Guidelines – ODFI Risk Management and Direct Access Chapters 7 and 8 (pages OG36-OG48) Guidelines – ODFI Audit, Internal Controls and Third-Party Sender Chapters 13-15 (pages OG62-OG70) Guidelines – RDFI Audit and Internal Controls Chapters 30-31 (pages OG122-OG126)</p>

<p>Reading Assignment #4</p> <p>Completion goal date: July 27, 2018</p> <p>Suggested Homework: Create a picture graph in 10 pics or less explaining a selected regulation.</p> <p>Quiz #4 – July 23rd - July 30th</p>	<p>AAP Study Guide (Module 7) Regulations, (Mini Decks) Reg. E, Reg. E - Remittance Transfer, UCC4A</p> <p>NACHA Operating Rules & Guidelines Book Guidelines – Legal Framework & OFAC Chapters 2 -3 (pages OG10–OG22) Guidelines – Processing, Origination and Receipt Chapters 9-24 (pages OG48-OG120)</p>
<p>Reading Assignment #5</p> <p>Completion goal date: August 10, 2018</p> <p>Suggested Homework: Create a scenario question(s) for a Federal Government payment – create an answer sheet</p> <p>Quiz #5 – Aug. 6th -Aug. 13th</p>	<p>AAP Study Guide (Mini Decks) The Green Book, Reclamations</p> <p>The Green Book www.fiscal.treasury.gov/fsreports/ref/greenBook/greenbook_home.htm</p> <p>NACHA Operating Rules & Guidelines Book Guidelines – Death Notification Entries Chapter 41 (pages OG175-OG176) Guidelines – Automated Enrollment Entries Chapter 42 (pages OG176-OG181)</p>
<p>Reading Assignmen #6</p> <p>Completion goal date: August 24, 2018</p> <p>Suggested Homework: Create an exception cycle.</p> <p>Quiz #6 – Aug. 20th – Aug. 27th</p>	<p>AAP Study Guide (Module 10) Exceptions</p> <p>NACHA Operating Rules & Guidelines Book Rules - Return Reason Code Table Part 4.2 (pages OR139-OR158) Rules – Notification of Change Table Part 5.3 (pages OR181-OR185) Guidelines – ODFI Returns, Prenotifications, NOCs, Reversals, Reclamations and Requests for Return Chapters 10-12 (pages OG52-OG62) Guidelines – Receipt/Processing, Settlement/Posting/ Funds Availability, Return Entries, Dishonored/ Contested, Corrected Returns, Prenotes/NOCs, Reversals/Reclamations/Requests for Return Chapters 24-29 (pages OG100-OG122)</p>
<p>Reading Assignment #7</p> <p>Completion goal date: September 7, 2018</p> <p>Suggested Homework: Create a match game for each payment type</p> <p>Quiz #7 – Sept. 3rd - Sept. 10th</p>	<p>AAP Study Guide (Module 11) General Payments Overview</p> <p>NACHA Operating Rules & Guidelines Book Guidelines – Overview of the System Chapter 1 (pages OG1-OG10)</p>

<p>Reading Assignment #8 Completion goal date: September 21, 2018</p> <p>Suggested Homework: Teach a 3rd grader about an ACH File Format component (Keep it sweet and simple).</p> <p>Quiz #8 – Sept. 17th - Sept. 24th</p>	<p><i>AAP Study Guide (Module 12) ACH File Formatting</i></p> <p><i>NACHA Operating Rules & Guidelines Book</i> <i>Rules – ACH File Format Specifications</i> Appendix One, Two and Three (pages OR72-OR137) <i>Guidelines – ASC X12 Rules, Mapping</i> Appendix J-K (pages OG312-OG339)</p>
<p>Reinforcement</p> <p>AAP Exam Test Window Mon. Oct. 8th – Sat. Oct. 27th</p>	<p><i>AAP Study Guide – Worksheets</i> Review and Complete all Supplemental Material <i>Review NACHA AAP Handbook (AAP Exam Registration required)</i> <i>Complete AAP Exam Review Questions</i> <i>Complete Practice Exam</i></p>