## MEMORANDUM

To: Members, Member Organizations, Participants and Participant Organizations, Reg Staff.

From: Anne Dormeier, Training Coordinator

Date: June 19, 2008

RE: FINAL NOTICE: Complete Rule 1082 Online Training by June 19, 2008

The Exchange is required to conduct mandatory annual training that addresses compliance with federal securities laws and Exchange rules in place to prevent and deter unlawful trading by floor members. **This training is specifically required for all floor members** and some members of the Exchange's regulatory staff.

A user name and generic password has been created for you. Please feel free to log-in and familiarize yourself with our site. You are already registered for the topic, **Rule 1082**. Please complete this module by **June 19, 2008**.

To ensure that you are able to log in, please use the following information as a guide. If you have questions regarding procedure, please contact Annie Dormeier, <u>anne.dormeier@phlx.com</u> or by phone at: 215-496-1514.

## Procedure for Accessing Classes Once Registered

- 1. Make sure you are still logged on and navigate to the "My Courses" tab.
- 2. Click on "*Online Courses*". Here you will find the class or classes you have registered for.
- 3. Click on the *Lesson* name and begin watching the module.
- 4. You will need to complete the module in order to satisfy the Exchange's training requirement.