



Society of Actuaries in Ireland

The Society welcomes the introduction of the tutorials outlined below. Though the Society is not directly involved in developing or reviewing the content of the tutorials, we believe that they will usefully extend the education opportunities available to our Student members.

CP3 (Communications Practice) Tutorials

CP3 tutorials run by an experienced tutor will take place in Dublin in **February 2021**. **Tutorials will be held online via Zoom**. The aim of the tutorials is to provide effective assistance to actuarial students who are studying for subject CP3 (Communications Practice) – the communications examination of the Institute & Faculty of Actuaries.

Tutor

Des O’Sullivan

Des O’Sullivan lectured on the Graduate Certificate in Actuarial Applications programme at DCU, where he re-wrote the syllabus in 2009 and continued to develop the teaching programme in line with CA3 developments, and has lectured on the UCD Actuarial & Final Studies undergraduate programme. Des has an extensive background in the financial services industry, ranging from pension scheme documentation and trusteeship, to corporate advice, investment policy, product design and specialist client advice. He is a Fellow of the Irish Institute of Pension Management, a Revenue-approved Pensioner Trustee, and a Pensions Authority registered Trustee Trainer. Des has delivered talks at a number of Society of Actuaries’ events and has advised the Institute and Faculty of Actuaries on CA3 teaching and examining issues, and provided tutorials to students sitting CA3 online up to 2017 and CP3 thereafter.

Format (CP3)

Four two-hour tutorials running on the **20th February** and **27th February 2021**, with written assignments, individual feedback and general feedback, followed by additional individual feedback, and a review of progress prior to sitting CP3.

Format aim: to prepare students to sit CP3 in April 2021.



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Outline of Tutorials

- Overview of Institute and Faculty of Actuaries' expectations for CP3
- Defining 'Communication'
- Writing/business writing/ technical writing
- The basic requirements of CP3
- Dealing with Scenario Material
- Dealing with different types of questions
- Conventions of Business Writing
- Approaching the reflective CP3 question (Question 2)
- Use of charts, tables and visual aids
- Information filtering
- Terminology and jargon
- Exam technique
- How to deal with nerves, habits, under-confidence
- Assessment of student progress

How do I book?

Your place can be reserved by emailing Des O'Sullivan at cp3tutorials@gmail.com.

Closing date for applications

18th February 2020.

Students whose schedules do not fit the above dates and who wish to avail of CP3 tutorials should contact Des at cp3tutorials@gmail.com.

Individual tutorials, CP3 coaching and prep sessions are also available.

Students in the Munster region requiring tutorials/coaching can contact Des at cp3tutorials@gmail.com.