



*Training Course:  
Initial Public Offering (IPO)*

*9 - 13 September 2024  
Baku (Azerbaijan)*

## Training Course: Initial Public Offering (IPO)

Training Course code: FI234877 From: 9 - 13 September 2024 Venue: Baku (Azerbaijan) - Training Course Fees: 5250 € Euro

### Introduction

This Global Horizon Training Center Initial Public Offering IPO training program is designed to develop the essential skills and techniques necessary to enable you to understand how to support your organization/company in seeking capital for its growth by selling part of its shares to the public.

This is a highly practical and intensive training program qualifying you to become proficient in the IPO process. It will help you to be an expert in the requested operation in IPO's management, arrangement, distribution, and pricing.

This training program will also cover many topics regarding the selection of an investment bank, called an underwriter, to facilitate the process. Underwriting helps determine the appropriate type of securities to be issued, the right pricing, as well as the most favorable timing for the Initial Public Offering IPO.

At the end of this training program, you will be ready to plan out your action plan for an Initial Public Offering IPO.

### Training Objectives

By the end of this training course, you will be able to:

- Learn the concept of an initial public offering
- Be able to develop a plan to execute a successful Initial Public Offering IPO
- Understand the advantages & disadvantages of an Initial Public Offering IPO for a company and entrepreneur
- Have the essential skills to select the various parties involved
- Do proficient in the due diligence process
- Enhance the operation of the bookmaking and pricing decisions
- Understand the roles and responsibilities of the auditors
- Understand the requirements of the timing, legal, accounting, and reporting system to get a company in shape

### Methodologies

Participants in this Initial Public Offering IPO training program will receive an overview of the Initial Public Offering IPO process from conception to closing of the offering.

The training methodology includes case studies, group live instruction, presentation, and discussion of worked examples, group discussion, and interactive participation is encouraged.

## Personal Impact

This training program will be of personal benefit to participants by providing you with:

- A better understanding of the context and importance of Initial Public Offerings IPOs
- Greater awareness of industry practices, problems, and solutions
- Increased understanding and assurance to complete tasks successfully
- Increased self-confidence and motivation at work
- Greater job satisfaction in providing quality support to management
- Greater ability to supervise, develop and motivate colleagues

## Organizational Impact

This training program is of direct relevance to Initial Public Offerings IPOs and as a result, the organizations will benefit greatly from their employees participation.

The organization will gain from:

- More effective support for Initial Public Offering IPO team
- Greater relevance and reliability of analyzing the regulatory bodies involved in a public offering and supporting the Initial Public Offering IPO team in dealing with various regulators
- More strategic thinking and focus on performance
- More effective use of developing successful Initial Public Offering IPO
- Preparation of staff for increased responsibility

## Target Audience

This GH4T IPO training program is designed to deliver the knowledge and skills, providing details of the latest policies and procedures to:

- Professionals in all functions
- Investment and Analysts
- Entrepreneurs, Investment, and Commercial Bankers
- Lawyers and Accountants

- Brokerages and Advisers
- Auditors
- Treasury Managers
- Credit Managers

## Training Program Outlines

### Initial Public Offering IPO Process Overview

- Initial Public Offering IPO Definition
- The Reason of Going Public
- The Parties Involved
- Your Company
- Investment Banks
- External Auditors
- Lawyers
- Investor / Public Relations
- The Factors to be Needed Before Applying for an Initial Public Offering IPO
- Advantages & Disadvantages of Going Public
- Skills Required to Work on an Initial Public Offering IPO

### Regulators & Market requirement

- Regulatory Compliance
- Core Requirements
- Financial Positions
- Stability of Business
- Profit Record
- Minimum Expected Market Capital
- Public Float
- Market and Investor Requirements
- Accounting Methods
- Valuation of the Company
- Governance / Responsibilities of the Board

### Preparing for the Initial Public Offering IPO

- Procedures to Change to a Public Structure
- Factors Triggering the Timing of Going Public
- The Initial Public Offering IPO Team
- Initial Public Offering IPO Costing
- The Investor Prospective
- Due Diligence Process

### Initial Public Offering IPO Process

- Investment Bank Selection
- Registration the Initial Public Offering IPO

- Regulation Filings
- The Underwriting Structure
- Pricing & Underwriting
- Methods of Flotation

#### On-going Obligations & Closing for Initial Public Offering IPO

- Road Show
- PDMRs and Close Periods
- Disclosure of Price-sensitive Information
- Disclosure of Dealings and Shareholdings
- Internal Audit and Risk Management
- Metrics for Judging a Successful Initial Public Offering IPO Process

## Registration form on the Training Course: Initial Public Offering (IPO)

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Company Information

Company Name: .....  
 Address: .....  
 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
 Personal E-Mail: .....  
 Official E-Mail: .....

### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
- Please invoice me
- Please invoice my company

### Easy Ways To Register

Telephone:  
+201095004484 to  
provisionally reserve your  
place.

Fax your completed  
registration  
form to: +20233379764

E-mail to us :  
info@gh4t.com  
or training@gh4t.com

Complete & return the  
booking form with cheque  
to: Global Horizon  
3 Oudai street, Aldouki,  
Giza, Giza Governorate,  
Egypt.