



ACC Securities Law and Disclosure: An Executive-level Seminar

To enable you to master securities disclosures, and reinforce your in-class discussions through real-life exposure, ACC has designed a quarterly Webcast series to enhance the knowledge gained through this program. By attending the program, you will have learned a lot of rules and be exposed to new concepts. However, since securities disclosure and SEC work are not your practice area, we want to help assure the “stickiness” of what you will learn. Because corporate disclosure obligations follow certain patterns, one of the best ways to reinforce your executive-level understanding is to walk through the disclosure obligations over the course of a year.

Scheduled to coincide with quarterly corporate disclosure requirements, ACC will present a series of one-hour Webcast briefings designed to remind you of the applicable rules/regulations, review your company’s filings, and respond to your questions. The goal of the add-on Webcast series is to solidify your learnings, offer insight into emerging “hot topics” or trends, and build confidence regarding securities disclosures and related governance issues that affect your company.

Unpacking Quarterly Results (3rd Quarter)

For most companies, September 30 will mark the close of the third financial quarter. As such, there are mandatory disclosures that must be filed. ACC will provide a brief reminder of the rules in the context of the filings submitted by your company. We’ll discuss the judgment calls that would have been made in connection with the filing as well as the inevitable discussions with investors and financial analysts regarding corporate earnings.

Preparing for the Year-End Disclosure Flurry (4th Quarter)

The year-end close and disclosure process is much more extensive than closing a quarter. It also represents your company’s key opportunity to reflect upon operations and tell its financial story for the year. The Annual Report on Form 10-K includes the important *Management’s Discussion and Analysis*, as well as additional requirements involving operations, executive officers, and directors. These corporate disclosures receive high-level attention, so we will go over the requirements again to support your ability to contribute to the discussions.

Expectations for the Annual Meeting and Proxy Season (1st Quarter)

The proxy statement informs your company’s shareholders about corporate executives and directors in anticipation of shareholders voting in the upcoming Annual Meeting. Each year, the governance community notes trends and certain topics that will be on the minds of the institutional investor community and shareholder activists. This Webcast will provide an overview from the experts regarding what to anticipate this season, including how to handle shareholder proposals.

A Final Review of Quarterly Reporting Responsibilities (2nd Quarter)

By June 30, most Annual Meetings will have taken place. This Webcast will offer the opportunity to debrief. It will also examine the quarterly disclosure obligations at the financial half-year mark. This Webcast will further mark completion of your full year’s learning experience regarding securities law disclosure requirements. It is an opportunity to wrap-up, reflect, and look ahead to the next year with confidence.