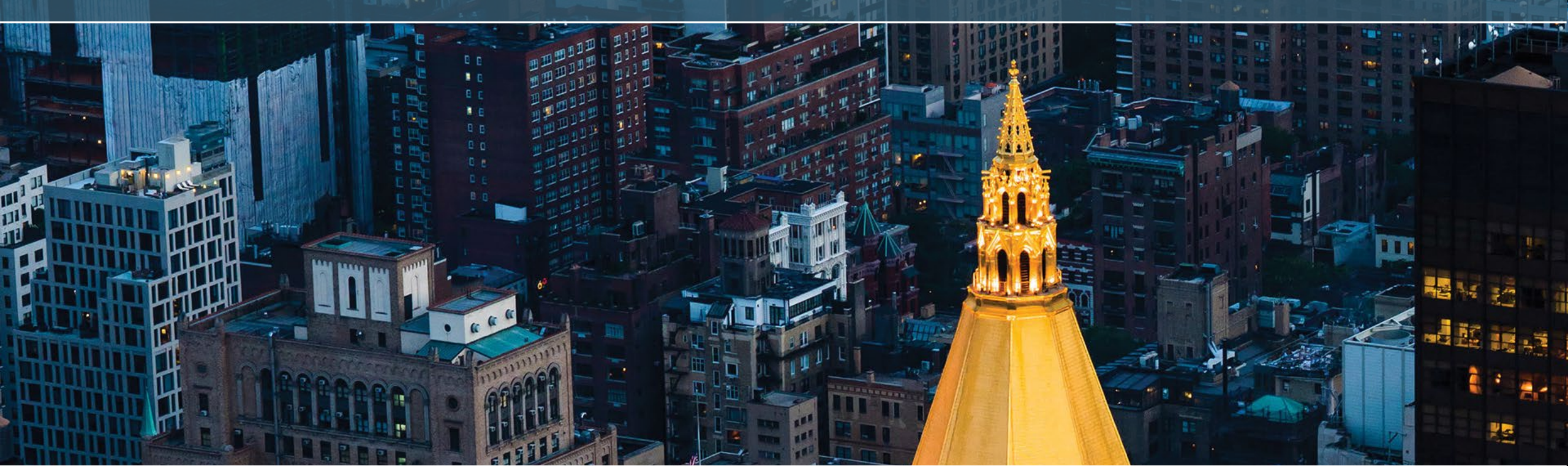




Super CE Program

A Wholesalers Guide to Setting Up A Super CE Session through Broker Educational Sales & Training (BEST)



FOR INTERNAL USE ONLY. NOT TO BE DISTRIBUTED OR USED WITH THE GENERAL PUBLIC.

Overview: Wholesaler Ready Tools for a Seamless End-to-end Execution of Super CE

Step-by-step set up Instructions for an In-person and Virtual Super CE Session

Super CE Materials

Timeline for Promoting your Super CE Session

Post Event Reporting Tools

Contacts

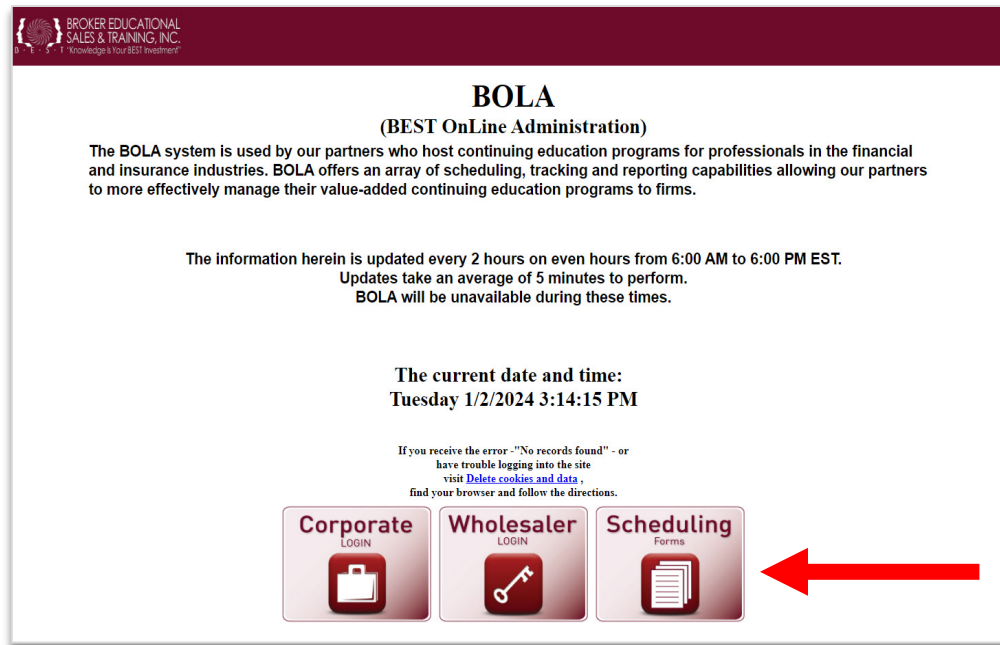


How to Schedule an In-person Super CE Session

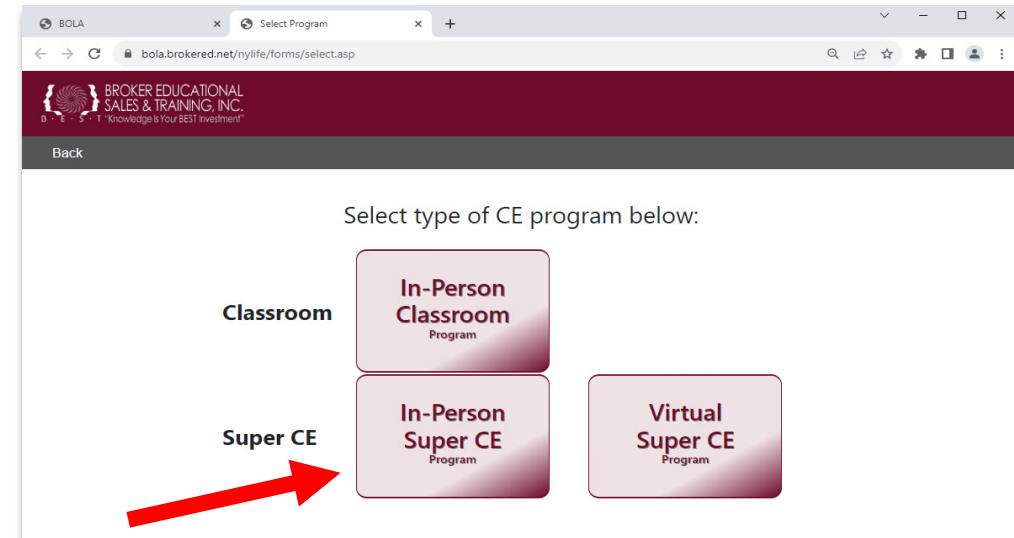
Schedule an In-Person Super CE Session

Access the Broker Educational Sales & Training OnLine Administration Site (BOLA)

<https://bola.brokered.net/nylife/>



Step 1: Select Scheduling from the Main Menu



Step 2: Select In-Person Super CE Program

In-Person Super CE Session with Virtual Exam Form

Complete mandatory fields

Helpful tips:

- Will this be an In-person event with Virtual Exam
 - Select “Yes”
- Proctor/Monitor Full Name (for exam)
 - Type in “Virtual”
- State Insurance Classroom Credit
 - Always select “NO”
- Correspondence Professional Designations
 - Select designations that apply
- CE Program Location Name
 - Include branch location
- If shipping materials to wholesaler or hotel, include that information in the Shipping information section. Note: Hard copies of the presentation are sent out for advisors to reference during the session.
- Billing information:
 - New York Life, Jennifer Rhatigan
 - Jennifer_M_Rhatigan@newyorklife.com, 212-576-7759
 - *Are there Co-funders? Select No
- CLICK SUBMIT at the bottom

Email [Angela Olinger](#) at BEST to alert her that you have scheduled a new program and request the exam registration link, ppt presentation, exam questions and study materials link if applicable.

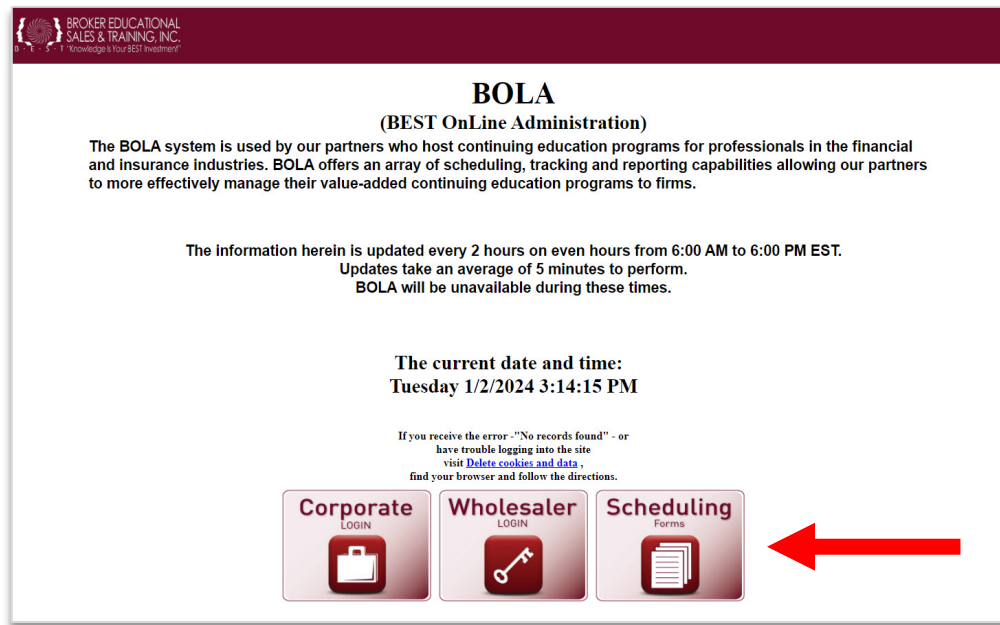


How to Schedule a Virtual Super CE Session

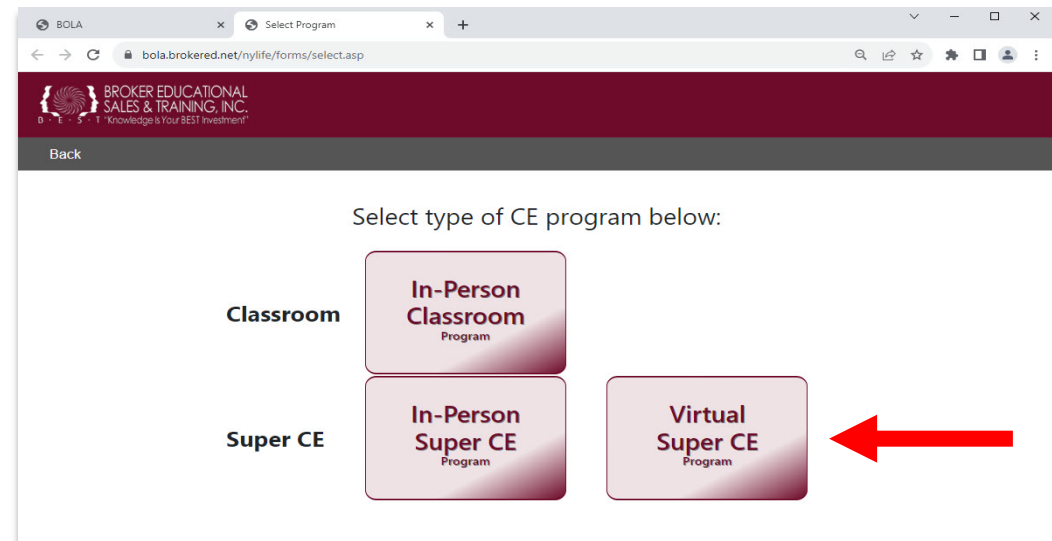
Schedule a Virtual Super CE Session

Access the Broker Educational Sales & Training OnLine Administration Site (BOLA)

<https://bola.brokered.net/nylife/>



Step 1: Select Scheduling from the Main Menu



Step 2: Select Virtual Super CE Program

Super CE Virtual Session Technology

Virtual Super CE sessions can be conducted via Wholesaler Zoom or through BEST using WebEx.

Wholesaler Zoom: Each wholesaler can use their Zoom account to set up their Virtual Super CE session. BEST will provide the exam link for wholesalers to share with advisors so they can pre-register for the exam.

Check the BOLA site for advisor exam registration status leading up to the session. Based on the state in which the advisor holds their license a 7-day pre-exam registration may be required (applicable for NY and SC). The standard exam registration window is 2 business days prior to the event. If an advisor misses the exam registration window, they can late register and will have a waiting period before they can take the exam. When emailing BEST for the exam link, please indicate which platform you are using for the Super CE session.

Note: Using your Zoom account to host the session will enable you to manage registrations on your own.

BEST WebEx: If you prefer to utilize BEST technology to run the session, you'll need to secure 2 links from them - the meeting link for registration and CE exam link for advisors to pre-register for the exam.

Only BEST will have access to the registration list if you use their platform, so you will need to request this from them for regular updates.

Note: Some firms restrict advisors from attending WebEx meetings and firewalls may prevent them from registering.

For multi-firm events, please check participating firm guidelines. For example:

- Morgan Stanley advisors can attend multi-firm events, but they cannot include Q&A
- UBS requires branch manager approval

Virtual Super CE Session Form

Return to Select A Program

Schedule New CE Program
* = required

You have selected Virtual Super CE.

Wholesaler Contact Information

*External Wholesaler Name: *External Wholesaler Phone Number:
 *External Wholesaler Email:
 Internal Wholesaler Name: Internal Wholesaler Phone Number:
 Internal Wholesaler Email:
 Scheduled By: Phone Number:
 *Email:
 Date Submitted:

Billing Information

*Date of Event: *Total Event Time in hour format: (Start: End:
 *Scheduled Presentation Time: (Start:
 Time Zone: Eastern ☐ Central ☐ Mountain ☐ Pacific ☐
 *Virtual Super CE Program:
 *Instructor: *Instructor Email: (if different than Wholesaler email)
 Person Name:
 *Primary Billing Person Phone Number: *Primary Billing Person Email:
 Primary Billing Person Cost Center: OR
 Primary Billing Person Share: Dollar Amount: OR Share Amount: %
 *Are there Co-funders?

Co-funder Full Name	Co-funder Email Address	Co-funder Dollar Amount	Co-funder Percentage

 ADDITIONAL CO-FUNDERS

Please read and verify the above information is correct before clicking the "Submit" button below and submitting this form to your Client Relations Specialist.

We suggest you print a copy for your records.

There is a charge for any changes made once the event is submitted to BEST.
 Please provide all the above information to avoid delays in scheduling the event.

Client Relations Department
 7137 Congress Street New Port Richey, FL 34653
 (800) 345-5669 or fax (727) 372-7585
 Email Address: Relations_dept@brokered.net



Complete mandatory fields:

Helpful tips:

- State Insurance Classroom Credit
 - Always select "NO"
- Correspondence Professional Designations
 - Select designations that apply
- Company (Firm) Name receiving CE:
 - Enter firm name, add 'Various' if multiple firms
- Location Information
 - Webinar registration link: Make note if you are using your own webinar platform (Zoom) and include city, state, zip
- Billing information:
 - New York Life, Jennifer Rhatigan
212-576-7759
Jennifer_M_Rhatigan@newyorklife.com
Are there Co-funders? Select No
- CLICK SUBMIT at the bottom

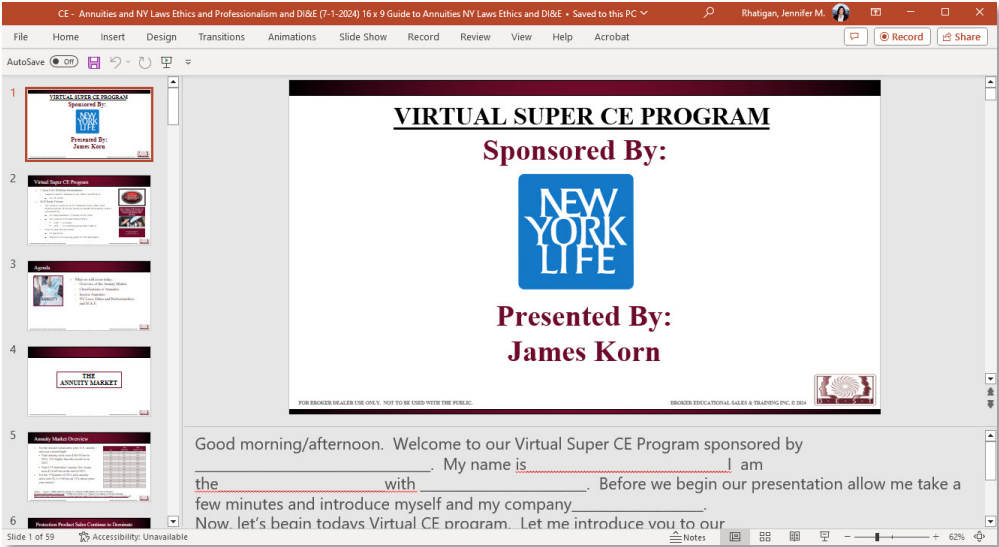
Email [Angela Olinger](#) at BEST to alert her that you have scheduled a program and request the exam registration link, ppt presentation, exam questions and study materials link if applicable.

Super CE Materials

CE Materials

Upon completion of the “Schedule a new CE Program” form, your contact at BEST will set up the event and will share the exam registration link. One week prior to the event date BEST will email the presentation slides and exam questions. You can access the course description and credit breakdown by state via the CE Playbook. The exam questions are for **internal use only** and should not be shared.

 **Reminder:** There is a 2-business day pre-exam registration requirement. BEST will provide a direct link to the study materials if you included NY and SC as attending states. This will eliminate the 7-day pre-exam registration requirement for those advisors.



VIRTUAL SUPER CE PROGRAM
Sponsored By:
NEW YORK LIFE
Presented By:
James Korn

Good morning/afternoon. Welcome to our Virtual Super CE Program sponsored by the _____. My name is _____. I am _____. Before we begin our presentation allow me take a few minutes and introduce myself and my company _____. Now, let's begin today's Virtual CE program. Let me introduce you to our _____.

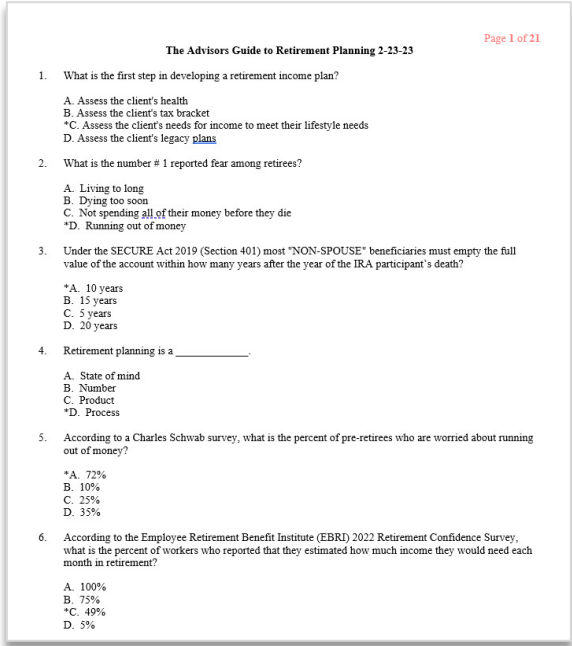
Presentation Slides

CE Credit Hours											
The Advisors Guide to Retirement Planning											
Alabama	21	Kentucky	12	North Dakota	21						
Alaska	21	Louisiana	21	Ohio*	10						
Arizona	21	Maine	21	Oklahoma	21						
Arkansas	21	Maryland	21	Oregon	8						
California	17	Massachusetts	21	Pennsylvania	21						
Colorado	21	Michigan	21	Rhode Island	21						
Connecticut	21	Minnesota	21	South Carolina	18						
Delaware	18	Mississippi*	16	South Dakota	10						
DC	21	Missouri	16	Tennessee	21						
Florida*	18	Montana	21	Texas	12						
Georgia	12	Nebraska	21	Utah	12						
Hawaii	20	Nevada	18	Vermont	21						
Idaho	21	New Hampshire	21	Virginia	7						
Illinois	12	New Jersey	21	Washington	9						
Indiana*	21	New Mexico	15	West Virginia	21						
Iowa	21	New York	15	Wisconsin	21						
Kansas	21	North Carolina	21	Wyoming	18						

*Require a 100 question exam

CFP & IWI - 50 question exam/100 question exam = 10 credit hours

CE Credit Breakdown



The Advisors Guide to Retirement Planning 2-23-23 Page 1 of 21

- What is the first step in developing a retirement income plan?
A. Assess the client's health
B. Assess the client's tax bracket
*C. Assess the client's needs for income to meet their lifestyle needs
D. Assess the client's legacy plans
- What is the number # 1 reported fear among retirees?
A. Living too long
B. Dying too soon
C. Not spending all of their money before they die
*D. Running out of money
- Under the SECURE Act 2019 (Section 401) most "NON-SPOUSE" beneficiaries must empty the full value of the account within how many years after the year of the IRA participant's death?
*A. 10 years
B. 15 years
C. 5 years
D. 20 years
- Retirement planning is a _____.
A. State of mind
B. Number
C. Product
*D. Process
- According to a Charles Schwab survey, what is the percent of pre-retirees who are worried about running out of money?
*A. 72%
B. 10%
C. 25%
D. 35%
- According to the Employee Retirement Benefit Institute (EBRI) 2022 Retirement Confidence Survey, what is the percent of workers who reported that they estimated how much income they would need each month in retirement?
A. 100%
B. 75%
*C. 49%
D. 5%

CE Exam Questions

Promoting your Super CE Session

Super CE Promotion and Advisor Awareness

After you have scheduled your Super CE session and received the exam link from BEST, you are ready to share the program with your target group of advisors.

30 Days out

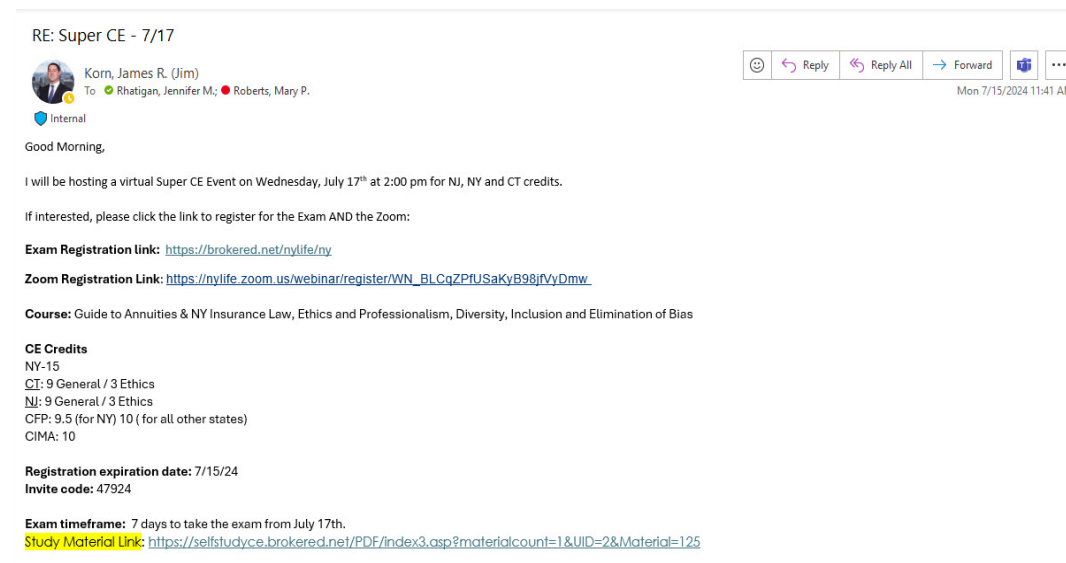
- Schedule your Super CE session through BEST
- For virtual sessions, create a meeting using your Zoom account
- Receive the exam link and study materials (only if NY and SC are attending states) from BEST
- Invite advisors to attend, include the Zoom and exam registration links, and share the presentation slides and study material link

10 – 7 Days out

- Review the Zoom registration and cross-reference it with the Exam Roster (found on the BOLA site). Email a reminder to advisors who haven't registered for the exam
- Receive ppt presentation and exam questions
- Review and study the materials you are presenting

Post Event Follow up

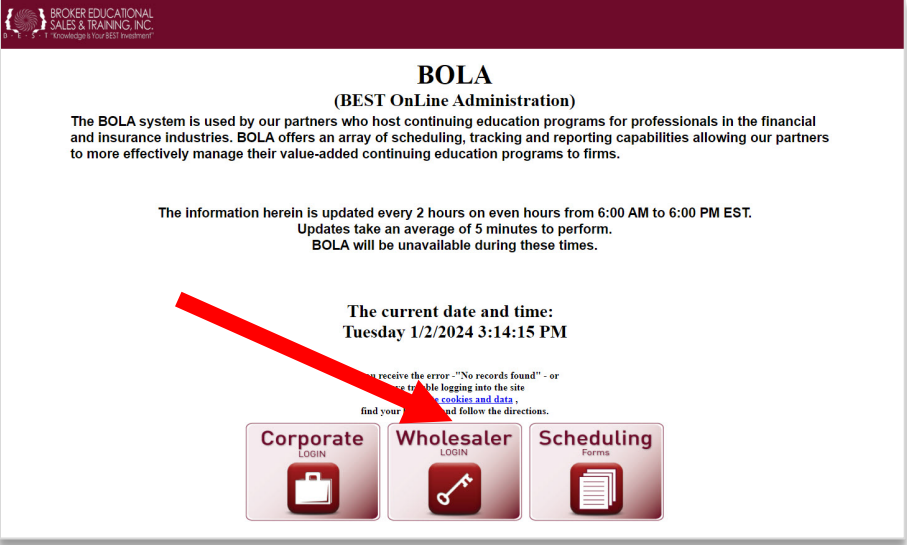
- Visit the BOLA site to access and download certificates for your post-event outreach to advisors



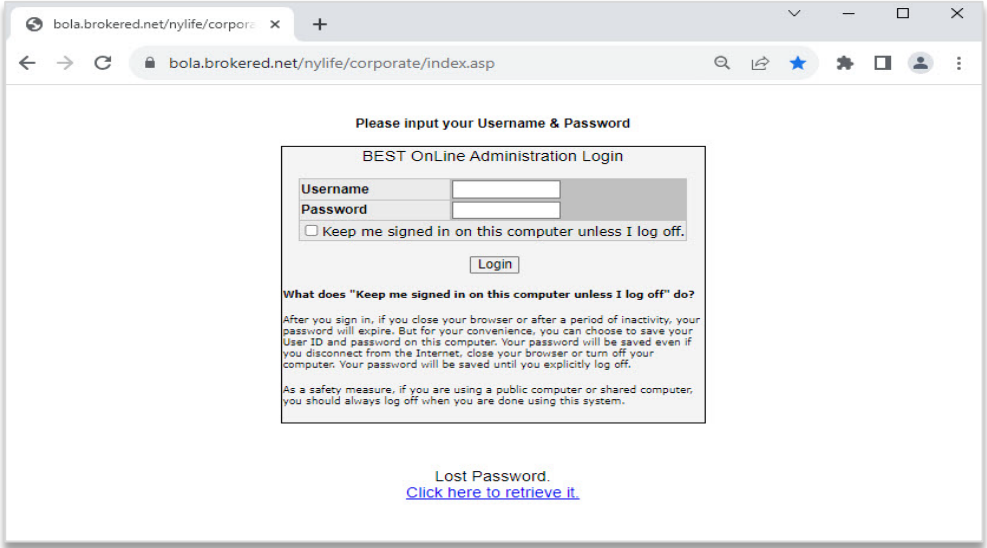
Email example

Reporting

Access Exam Reports from Main Menu

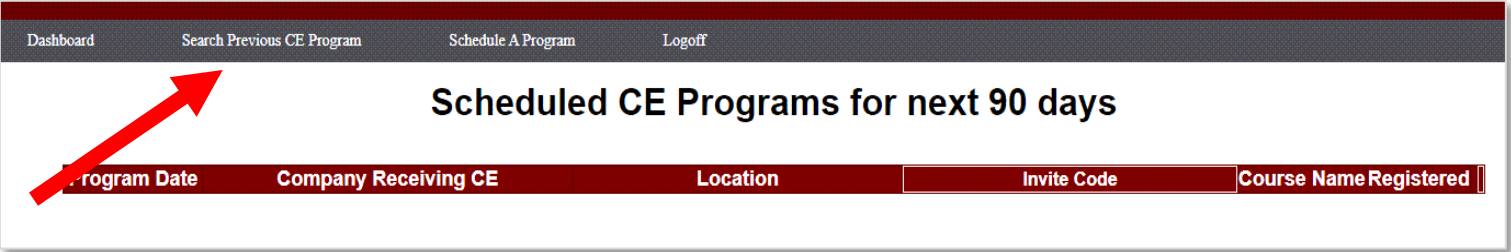


Step 1: Select Wholesaler Login



Step 2: Enter your Username and Password

Step 3: From the Report Menu select "Search Previous CE Programs"



Access Exam Reports from Main Menu



BROKER EDUCATIONAL
SALES & TRAINING, INC.

0 • E • S • T "Knowledge Is Your BEST Investment"

Dashboard

Search Previous CE Program

Schedule A Program

Logoff

Previous CE Programs

Select Start and End Date.

Start Date:

End Date:

Submit

Reset

Step 4: Select the date range for the reporting you want to view.



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SALES & TRAINING, INC.

0 • E • S • T "Knowledge Is Your BEST Investment"

Dashboard

CE on Demand

Coupon Usage

Report Menu

Schedule A Program

Logoff

Previous CE Programs

[Export to Excel](#)

Program Date	Wholesaler	Instructor	Company Receiving CE	Location	Course Name	Registered	Attended	View Roster
2/27/2024	Bryan McInerney	Bryan McInerney	UBS Financial	Virtual Hudson, OH 44236	Retirement Planning After The SECURE 2.0 Act	51	44	View Roster

Step 5: From the Previous CE Programs page click the **View Roster** button for the desired program.

Reporting: Exam Status and Certificate Access

bola.brokered.net/nylife/corporate/roster.asp

Final Roster

[Export to Excel](#)

Location	Program Date	City	State	Start Time	Course Name	Wholesaler	Instructor
Virtual	10/2/2023	New York	NY	2:00:00 PM	Estate Planning, NY Law, Ethics and D&E	James Korn	James Korn

First Name Last Name	Attended	Reason for No Credit	Business Name	Business Address	Business City	Business State	Business Zip	Work Phone	Email	Broker Dealer	Pass/Fail	Process Date	CRD Number	NPN Number	State Cert.	CFP Cert.	IMCA Cert.	CPA Cert.
John Abadiotakis	True		Wells Fargo Advisors	190 River Rd	Summit	NJ	07901	7323934807	john.abadiotakis@wellsfargo.com	Wells Fargo Advisors	Pass	10/2/2023	2981501	5730660	Print Cert			
David Armstrong	True		Morgan Stanley	200 Route 31, Ste 205	Flemington	NJ	08822	9084839525	david.s.armstrong@ms.com	Morgan Stanley	Pass	10/2/2023	2777883	711640	Print Cert	Print Cert		
Thomas Chiaravallotti	True		Wells Fargo Advisors	530 Lakehurst Rd, Ste 301	Toms River	NJ	08755	7325577916	thomas.chiaravallotti@wfsadvisors.com	Wells Fargo Advisors	Pass	10/2/2023	2246938	1968416	Print Cert			
Thomas Courtright	True		Gladstone Wealth Group	1 Edgerview Dr, Ste 4B	Hackettstown	NJ	07840	9739030600	tom.courtright@lpl.com	LPL Financial	Pass	10/3/2023	4631243	7822343	Print Cert	Print Cert		
Albert DeMaestro	True		UBS Financial Services, Inc.	331 Newman Springs Rd, Bldg 1, FL 3	Red Bank	NJ	07701	7322197387	albert.demaestro@ubs.com	UBS Financial Services, Inc.	Pass	10/3/2023	1107561	612885	Print Cert			
Anthony DePalma	True		UBS Financial Services, Inc.	1251 Avenue of the Americas, FL 2	New York	NY	10020	2126268555	anthony.depalma@ubs.com	UBS Financial Services, Inc.	Pass	10/2/2023	2394668	7129203	Print Cert	Print Cert		
Elizabeth Espinal	True		LPL Financial	1460 Route 9 N, Ste 301	Edison	NJ	08837	8482485299	evarg27@yahoo.com	LPL Financial	Pass	10/6/2023	5340105	6411028	Print Cert			
Steven Flagg	True		Morgan Stanley	1229 Post Rd	Fairfield	CT	06824	2033195150	steven.flagg@morganstanley.com	Morgan Stanley	Pass	10/2/2023	1503921	2284502	Print Cert	Print Cert	Print Cert	
Richard Galgano	True		UBS Financial Services, Inc.	2310 Route 34, Ste 2A	Manasquan	NJ	08736	7322235911	richard.galgano@ubs.com	UBS Financial Services, Inc.	Pass	10/2/2023	1930506	1963391	Print Cert			
Eklava Gerollari	True		M&T Bank	790 Queen Anne Rd	Tenack	NJ	07666	2018367772	egerollari@mtb.com		Pass	10/6/2023	None	10669481	Print Cert			
Michael Giaccone	True		UBS Financial Services, Inc.	1251 Avenue of the Americas, FL 20	New York	NY	10020	2126268945	michael.giaccone@ubs.com	UBS Financial Services, Inc.	Pass	10/2/2023	1676275	19689249	Print Cert		Print Cert	
Pasquale Giannella	True		Gladstone Wealth Group	142 Route 23 N	Pompton Plains	NJ	07444	9087191313	pat.giannella@lpl.com	LPL Financial	Pass	10/6/2023	2821346	7149290	Print Cert			
Daniel Hackman	True		Wells Fargo Advisors	1156 Avenue of the Americas, Front B	New York	NY	10036	2125961407	daniel.a.hackman@wellsfargo.com	Wells Fargo Advisors	Pass	10/10/2023	5219140	11552199	Print Cert	Print Cert		
Jennifer Kasker	True		UBS Financial Services, Inc.	1285 Avenue of the Americas	New York	NY	10019	2127132316	jennifer.kasker@ubs.com	UBS Financial Services, Inc.	Pass	10/2/2023	5353109	19072206	Print Cert			
James Korn	True		New York Life	51 Madison Ave	New York	NY	10010	21225767000	jim.korn@nyl.com	NYLife Distributors LLC	Pass	10/2/2023	5224606	13863714	Print Cert			
Michael Lee	False	Did Not Take Virtual Exam	Cetera Advisor Networks	172 Main St, FL 2	Fort Lee	NJ	07024	2017207538	michael.lee@openvng.com	Cetera Investment Services LLC				7170190	18843952			
Mariela Maquilon	True		Wells Fargo Advisors	67 Piermont Rd	Closter	NJ	07624	2017672530	mariela.maquilon@wellsfargo.com	Wells Fargo Advisors	Pass	10/2/2023	6292622	17270816	Print Cert			

 **Final Roster Reporting** includes each advisor registered for the exam, their exam status, and access to their individual exam certificates. Export to Excel.

 **Sending certificates to advisors:** Click the **Print Cert** button, select the three dots at the top of the menu bar, select print, then save page as a PDF under destination.

Contacts

Questions and Support

Broker Educational Sales & Training Support

Angela Olinger
Client Relations Specialist
Broker Educational Sales & Training, Inc.
Direct Line: 727-853-0572
Office: 727.372.7733
Toll-free: 1.800.345.5669
angelao@brokered.net

Internal Marketing Support

Jennifer Rhatigan
Senior Associate | Retail Annuities
212-576-7759
Jennifer_M_Rhatigan@newyorklife.com

Tamika Ravalieri
Associate | Retail Annuities
212-576-5130
tamika_c_ravalieri@newyorklife.com