



Series 6 Best Practices

Kaplan Financial Education is proud to bring you our Best Practices Guide, created to help you pass your Series 6 securities licensing exam. We have prepared this important information to help you get a head start on your objective—passing the Series 6 exam.

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Overview

Investment Company and Variable Contracts Products Representative Exam

This license will allow you to sell investment company securities and variable contracts.

Exam Stats:

- Study time: 70–90 hours; 4–5 weeks
- Consists of 100 multiple-choice questions, plus 5 additional “pre-test” questions that are not scored or identified
- Testing time: 2 hours, 15 minutes
- Passing score: 70% or above

Some units that may pose a greater challenge for students:

- Unit 1: Securities Markets, Investment Securities, and Economic Factors
- Unit 2: Product Information: Investment Company Securities and Variable Contracts
- Unit 3: Securities and Tax Regulation

Pay special attention to the suitability concerns of each product discussed in the units of our License Exam Manual. This is an area FINRA is very concerned about and, therefore, will be a big part of the exam!

Some Words of Advice

- Do not become too overwhelmed or bogged down in any one unit. You don't want to lose sight of the finish line because you're having trouble with one hurdle. Keep moving forward. It's a steady pace that wins the race.
- After completing all units, concentrate on comprehensive exams covering all the material. Plan to spend at least one week testing prior to a scheduled class.
- You should complete at least 8 Simulated (Weighted Mock) Exams prior to class. Review your answers and rationales. Also, review your LEM as needed.
- Smaller exams can be built by selecting the **Custom Quiz** button in your QBank.

**We want you to pass your
securities exam the first time!**

Primary Study Tools

License Exam Manual (LEM)

This comprehensive textbook covers all aspects of your exam. Short, focused paragraphs with numerous graphics and exercises will help you learn faster and retain critical information.

SecuritiesPro™ QBank

Test yourself with practice questions and solutions. Then, pinpoint problem areas by building customized exams based on length and topic of your choice. The QBank also lets you create online personal notes and bookmarks for future reference.

Simulated (Weighted Mock) Exams

These weighted exams contain questions pulled from the QBank to help condition you for your exam. The exams allow a review of answers and rationales and may be created an unlimited number of times.

Practice Exam

Designed to be a measurement tool, the Practice Exam provides a valuable means of evaluating your preparedness for passing the exam on the first try. This exam may only be taken once. There are no answers or rationales provided, although you are given a diagnostic report of your results.

Mastery Exam

Designed to be a final measurement tool, the Mastery Exam provides a valuable means of evaluating your preparedness for passing the exam on the first try. This exam may only be taken once. There are no answers or rationales provided, although you are given a diagnostic report of your results.

Instructor-Led Training and InstructorLink™

Kaplan offers live and OnDemand classes, as well as a unique combination of online instructional resources and interactive support tools designed to help you pass your exam.

Additional Study Tools

Study Calendar

This online calendar helps you create a series-specific study plan around your schedule and study preferences.

Comprehensive Class Notes

Our Class Notes book allows you to follow the content presented during class and take notes of the presentation.

Video Library

This video review tool consists of instructor-led reviews of core concepts and test topics. These sessions can be viewed anytime, anywhere, and as frequently as you like.

Exam Tips & Content Updates

When rules and regulations change, or we want to share new information regarding your exam, it will be posted here.

Corrections

Stay abreast of corrections made between new editions.

Next, we will take a closer look at some of your resources and how to approach your studies. Your first step is to read the **Introduction** found in your License Exam Manual. Many candidates skip this very important part of the process and, as a result, must work harder than those that take the time to read it!

License Exam Manual (LEM)

The introduction found in your License Exam Manual will review the specifics of your exam.

- Prerequisites
- Timing of the exam
- Topics covered and weighting of your exam
- Important test-taking tips

Now you can really get studying!

- Read the LEM one unit at a time, thoroughly. Plan on spending 3–4 hours per unit to read and comprehend the LEM.
- Pay special attention to the **Test Topic Alerts** and **Take Notes**; this is where we identify information that is very likely to show up on your exam!
- Complete each **Quick Quiz** and **Unit Test**, reviewing the answers and rationales.
- The rationales of questions are provided to reinforce your comprehension of the material.



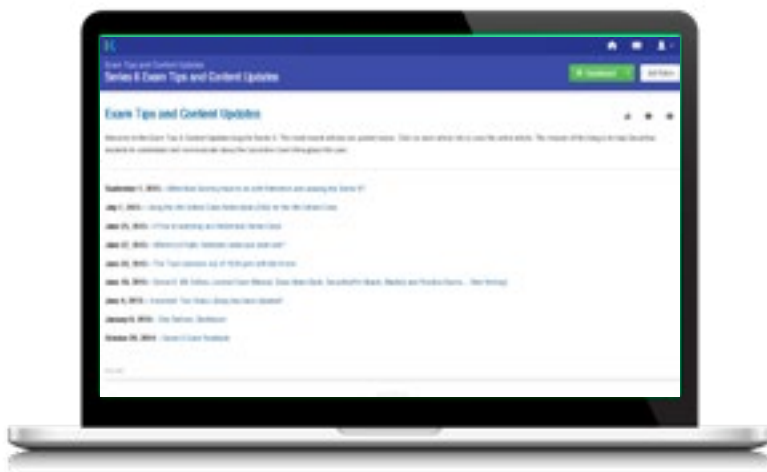
Video Library

This optional study tool is designed to provide additional clarification on securities topics you may be having difficulty understanding.

- Included in the **Essential** and **Premium** packages.
- Review the videos as many times as necessary to understand the more challenging concepts.

 **Remediation Tip**

- The **Video Library** is an excellent tool to use after you have completed online unit exams to review any topics you did not score well on.



Exam Tips & Content Updates

It is very important to monitor this site! It includes:

- Current changes in rules and regulations
- Exam tips and study strategies
- A detailed listing of changes to new editions

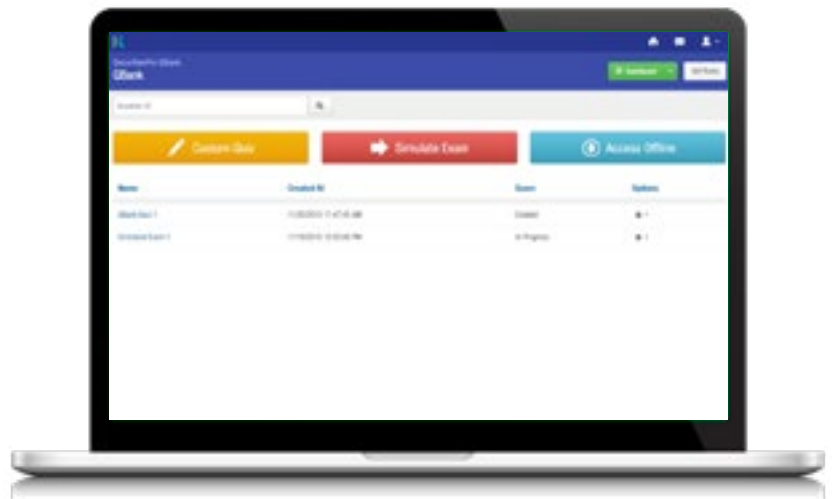
SecuritiesPro[™] QBank

This may be the most important tool you have other than the LEM. Learning how to apply your knowledge to the questions you will see is critical to your success! Don't get discouraged if you don't score well right from the start. Scores in the mid-to-high 60s are good initially. Your scores will improve as you continue your studies.

- Build a minimum of two 40-question QBank exams for each unit. Periodically build 100-question comprehensive exams on the material studied. (Example: Units 1-2, 1-4)
- Do not take short, repetitive unit exams, as this will lead to memorization versus comprehension. Exams are recommended to be at least 40 questions on each unit; build to more comprehensive exams.
- Gain a comfort level with each unit until you feel confident enough to move on to the next unit, but don't feel you need to master every topic before moving on.
- View rationales after each question initially and spend time studying each rationale in order to learn the concepts. Later, you will want to practice exam scenarios in which rationales are viewed at the end of each exam.

Remediation Tips

- Be sure to review each exam after completion. Spend time reviewing questions you missed and review the rationale to gain a better understanding of any mistakes. Use the reference number to locate additional information on the test topic in your LEM if needed.
- Open your Performance Tracker report and review any topics in the LEM and Video Library you feel you may not understand or are not scoring well on.
- Create additional tests as needed until you feel comfortable with the material, but avoid repetitive testing, which leads to memorization versus comprehension.



Practice and Mastery Exams

These exams are designed to closely replicate the true exam experience, both in terms of the degree of difficulty and topical coverage. Validated as a test of preparedness, the Practice and Mastery Exams may be taken just once each. They provide scores and diagnostic feedback, but do not give answer explanations.

The Practice and Mastery Exams are sound indicators of potential actual exam scores—the better you do on these exams, the more likely you are to pass your actual exam.

1. Do not take the **Practice Exam** or **Mastery Exam** until you have read the entire LEM and completed all recommended unit exams.
2. Complete the **Practice Exam** after reading the LEM and prior to a class.
3. Attend class (if scheduled) and complete all homework assignments. The review class you complete is designed to tie any loose ends together so everything makes sense.
4. Within the next week:
 - Complete the **Mastery Exam**.
 - Continue to build QBank exams and Simulated (Weighted Mock) Exams, with a goal of consistently scoring in the 80s.
 - Review LEM as needed.
 - Review notes from class as needed.
5. Take your exam within 3–10 days of completing your class.

Remediation Tips

- Upon completion of the Practice and Mastery Exams, be sure to review your Performance Tracker report.
- Reread the portions of the LEM and watch videos from the Video Library, OnDemand Class, or Live Online Class that cover topics you did not score well on.
- Create 100-question practice exams from your QBank on areas of weakness. Review the questions and rationales at the end of each test.
- Continue to complete **Simulated (Weighted Mock) Exams** and review the questions and rationales at the end of each test.
- Your goal should be to comprehend the material and consistently score in the 80s.

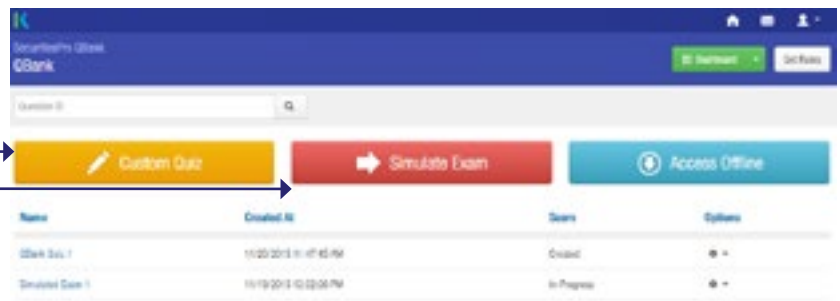


QBank Guide step 2

When you enter the QBank, you will have three options: **Custom Quiz**, **Simulate Exam**, or **Access Offline**. You will also be able to review previous exams taken, continue a current exam, or print them out from this page.

To create a new exam, click the **Custom Quiz** button.

To simulate an exam, click the **Simulate Exam** button. This option is designed to replicate your actual exam and should be taken after completing all course work. Your study calendar will indicate when to complete this exam.



QBank Guide step 3

In the **Custom Quiz** option, each quiz is automatically named for you, but you do have the ability to rename each one if you prefer. We recommend clearly naming each quiz you take so you can keep track of your progress.
Example: Unit 1 Practice Test.

To build your quiz, click the topic areas you would like to be tested on.

You can take individual topic, unit, or comprehensive practice tests as many times as you want. If you would like to include every topic in your quiz, click the **All Questions** box.

We recommend taking QBank exams after completing each unit in your LEM. Include questions in your exams that are specific to the unit you just completed.

Topics Available	Total Questions	Assessed Questions	Previously Answered	Assessed Percent	Score
<input checked="" type="checkbox"/> All Questions	1007	0	0	0%	0%
<input type="checkbox"/> Series II	1007	0	0	0%	0%
<input type="checkbox"/> Securities Markets, Investment Securities, and Corporate Finance	310	0	0	0%	0%
<input type="checkbox"/> Product Information, Investment Company Securities and Variable Contracts	638	0	0	0%	0%
<input type="checkbox"/> Securities and Tax Regulations	380	0	0	0%	0%
<input type="checkbox"/> Marketing, Promoting, and Sales Presentations	140	0	0	0%	0%
<input type="checkbox"/> Opening and Servicing Customer Accounts	140	0	0	0%	0%
<input type="checkbox"/> Security and Risk	40	0	0	0%	0%

Questions to Include:

- All 1007 questions from the entire bank
- Unused
- Previously Answered

Number of Questions: of 1007 (Maximum number of questions available)

Quiz Questions:

- Show Questions by Topic
- Show Answer Substitutions

Buttons: Launch Quiz, Save Quiz, Print Quiz

QBank Guide step 4

Choose the topics you would like included in your exam and then scroll down to select additional options below:

Recommendations:

The screenshot shows the QBank configuration interface with three callout boxes:

- Callout 1:** "Do not limit the question pool. Select All to include all questions in your exam." points to the "Questions to Include" section where the "All (All questions from the select pool)" radio button is selected.
- Callout 2:** "Select 40 questions per exam initially." points to the "Number of Questions" section where the value "40" is entered in the input field, with "of 250 (Maximum number of questions available)" shown next to it.
- Callout 3:** "Keep Show Score As You Go unchecked. Select Show Answer Explanations." points to the "Quiz Features" section where "Show Answer Explanations" is checked and "Show Score As You Go" is unchecked.

At the bottom of the interface, three buttons are visible: "Launch Quiz" (highlighted in blue), "Save Quiz", and "Print Quiz". A callout box below these buttons states: "Select **Launch Quiz** to start your quiz, **Save Quiz** to save it for later, or **Print Quiz** to print it out."

Remediation Tips

- We recommend showing answer explanations after each question and spending time reading each explanation to ensure you comprehend the material versus memorizing the correct answer.

QBank Guide step 5



The **Answer Explanation** selection provides a rationale after each answer.

Note: If you need more information, reference codes for the LEM are provided.

Remediation Tip

- As you read each rationale, take notes regarding topics you should review in the LEM or Video Library.

QBank Guide step 6

Practice test results can be reviewed immediately upon completion of an exam. There is also a detailed view per question.

QBANK Quiz 1 [Continue] [Get Notes]

Performance Report | Individual Quiz | Quiz Score

Results

Points Earned / Total	30 / 32	YOUR SCORE 95%
Number of Questions	40	
Start Date	11/18/2015 12:58 PM	
Completed Date	11/18/2015 1:24 PM	
Time Taken	45:54:52	

Review

Question	Points	Correct	Review
1	5/5	✓	Go
2	5/5	✓	Go
3	5/5	✓	Go
4	5/5	✓	Go
5	5/5	✓	Go
6	5/5	✓	Go
7	5/5	✓	Go
8	5/5	✓	Go
9	5/5	✓	Go
10	5/5	✓	Go
11	5/5	✓	Go
12	5/5	✓	Go
13	5/5	✓	Go
14	5/5	✓	Go
15	5/5	✓	Go

Test-Taking Tips

Read the Full Question

You cannot expect to answer a question correctly if you do not know what it is asking. Be sure to read the full question before answering it—questions are often written to trap people who assume too much.

Avoid Jumping to Conclusions and Watch for Hedge Clauses

Watch out for hedge clauses embedded in the question. Examples of hedge clauses include the terms *if*, *not*, *all*, *none*, and *except*. In the case of *if* statements, the question can be answered correctly only by taking into account the qualifier. If you ignore the qualifier, you will likely not answer correctly.

Look for Key Words and Phrases

Look for words that are tip-offs to the situation presented. For example, if you see the word *prospectus* in the question, you know the question is about a new issue. Take time to identify the key words to answer this type of question correctly.

Interpret the Unfamiliar Question

Do not be surprised if some questions on the exam seem unfamiliar at first. If you have studied your material, you will have the information to answer all of the questions correctly. Very often, questions present information indirectly. You may have to interpret the meaning of certain elements before you can answer the question. Be aware that the exam will approach a concept from different angles.

Memorize Key Points

Reasoning and logic will help you answer many questions, but you will have to memorize a good deal of information.

Use Information from Prior Questions

Pay attention to all the questions! Sometimes, information found in one question will help you answer a different question.

Define What is Being Asked

Many questions supply so much information that you lose track of what is being asked. This is often the case in story problems. Learn to separate the story from the question. Take the time to identify what the question is asking. Of course, your ability to do so assumes you have studied sufficiently. There is no good method for correctly answering questions if you don't know the material.

Use a Calculator

Most of the questions requiring calculations are written so that any math needed is simple in nature and function. However, using a calculator is recommended to ensure that common math errors do not lead you to incorrect answers.

Beware of Changing Answers

If you are unsure of an answer, your first hunch is the one most likely to be correct. Do not change answers on the exam without good reason. In general, change an answer only if you discover that you did not read the question correctly, or if you find new or additional helpful information in another question.

Pace Yourself

Some people will finish the exam early, while some will not have time to finish. Watch the time carefully (your time remaining will be displayed on your computer screen) and pace yourself throughout the exam.

If you have any content questions along the way, just send us an email through our **Instructor Email Access**, located on your homepage. We are here to help!

In the event you need to contact our support or service teams:

- Call 888.394.2086
- Email Technical Support: kfeducation@kaplan.com
- Email Customer Service: ContactUS@kaplan.com

Good luck, and thank you for choosing Kaplan!