Assignment 2 Learner Reflective Statement Template

APRIL 2022 | SCQF LEVEL 9 PRACTICAL INVESTMENT PLANNING

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# Page Title

# About this Document

This document is designed to assist SCQF Level 9 Practical Investment Planning Learners when constructing their portfolio of work-based evidence, which is the second coursework assignment.

As per the Qualification Specification, a learner reflective statement can form part of their portfolio of work-based evidence. This document provides a template for the learner reflective statement.

Further information is available in the Qualification Specification, and on our YouTube channel: [How to write a Learner Reflective Statement for PIP Assignment 2 - YouTube](https://www.youtube.com/watch?v=G2ku5do1yEg)

Assessment candidates are not obliged to use this template, and may instead create their own document, or edit/reformat this document as they see fit, providing it still evidences the achievement of the relevant Performance Criteria.

Assessment candidates should be aware that the clearer and easier to navigate their statement, the less chance there is of Assessors making errors in their marking such as overlooking pieces of evidence.

Learner reflective statements should generally be detailed, and for PIP should be several pages long.

# Learner Information

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| **Learner Name** |  |

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| **Performance Criterion** | **What I did** | **How I did it** | **What would I do better next time** |
| 1.1 Deliver an effective, compliant, professional, structured telephone pitch meeting. |  |  |  |
| 1.2 Demonstrate the ability to structure and control client meetings effectively. |  |  |  |
| 1.3 Present and explain a set of disclosure documents, including the firm’s business model and how charges work. |  |  |  |
| 1.4 Establish and agree SMART investment planning objectives with the client, including critical assessment of their potential achievability. |  |  |  |
| 1.5 Critically assess and agree the risk profile of a retail client, as a combination of their attitude to risk and capacity for loss. |  |  |  |
| 1.6 Explain to retail clients the main features, advantages, and disadvantages of the main investment strategies. |  |  |  |
| 2.1 Produce a professional, compliant suitability report comprising a piece of innovative investment advice, the client’s objectives, the reasons why the advice is suitable, and any disadvantages of the advice. **ONLY REQUIRED IF INNOVATION IS NOT PRESENT IN ASSIGNMENT 1.** |  |  |  |
| 3.1 Professionally and compliantly present an innovative investment plan, along with corresponding regulatory supporting documents, answering any client questions, and gaining the client’s agreement to proceed with the advice. |  |  |  |