

Contents

Assignment 1			
The Insurance Business—An Overview	1.1	Producer's Role in Implementing and Monitoring a Risk Management Program	3.21
Benefits of Insurance	1.3	The Producer's Role in Formulating Risk Management Techniques	3.23
Classifications of Insurers	1.6	Producer's Role in Analyzing Loss Exposures	3.31
Insurance Distribution Systems and Channels	1.14	Summary	3.35
Functions of Insurance Producers	1.24		
Summary	1.28	Assignment 4	
		Insurance Sales and Account Development	4.1
Assignment 2		The Importance of Sales Planning	4.3
Insurance and the Legal System	2.1	The Importance of Developing Selling Skills	4.6
Tort Law and Legal Remedies	2.3	Determining the Sources of Business in an Agency	4.11
Types of Tort	2.6	Summary	4.15
Common Sources of Liability for Negligence	2.10		
Contributory and Comparative Negligence	2.13		
Agency	2.14		
Law of Contracts	2.20		
Insurance Policy Construction and Analysis	2.27		
Summary	2.31		
Assignment 3			
Risk Management and the Producer	3.1		
The Risk Manager's Role in the Risk Management Process	3.3		
Risk Management Goals	3.6		
Elements of a Loss Exposure	3.9		
Producer's Role in Identifying Loss Exposures	3.11		
Producer's Role in Selecting Risk Management Techniques	3.18		



Contents

Assignment 1			
Homeowners Insurance	1.1		
Homeowners Forms and Coverages	1.3		
HO-3 Section I—Coverage A— Dwelling and Coverage B—Other Structures	1.7		
HO-3 Section I—Coverage C— Personal Property	1.9		
HO-3 Section I—Coverage D—Loss of Use and Additional Coverages	1.15		
HO Section I Perils	1.20		
HO-3 Section I Exclusions	1.27		
HO-3 Section I Conditions	1.31		
HO-3 Section II Coverages	1.36		
HO-3 Section II Exclusions	1.39		
HO-3 Section II—Additional Coverages and Conditions	1.48		
Comparison of HO Forms	1.52		
Knowledge to Action: Homeowners Case Study	1.58		
Summary	1.62		
Assignment 2			
Personal Automobile Insurance	2.1		
The Legal Environment of Personal Automobile Insurance	2.3		
PAP Declarations, Insuring Agreement, and Definitions	2.6		
PAP Part A—Liability Coverage	2.14		
PAP Part B—Medical Payments Coverage	2.21		
PAP Part C—Uninsured Motorists Coverage	2.24		
PAP Part D—Coverage for Damage to Your Auto	2.32		
PAP Duties and General Provisions	2.41		
Evaluating the Need for Endorsements to the PAP	2.47		
Rating Automobile Insurance	2.52		
Difficult-to-Insure Automobile Business	2.59		
Personal Auto Case Study	2.63		
Summary	2.67		
Assignment 3			
Other Personal Insurance	3.1		
Coverage for Miscellaneous Vehicles	3.3		
Inland Marine Floaters	3.11		
Personal Watercraft Insurance	3.16		
Aircraft Insurance	3.22		
Personal Umbrella Liability Insurance	3.26		
Dwelling Policy Program	3.31		
The National Flood Insurance Program	3.34		
Summary	3.43		
Assignment 4			
Personal Financial Planning	4.1		
Why Sell Personal Financial Products?	4.3		
Elements of Social Security	4.4		
Determining the Amount of Life Insurance to Own	4.7		
Types of Life Insurance	4.14		
Common Life Insurance Contractual Provisions and Riders	4.21		
Health Insurance Planning	4.27		
Retirement Planning	4.31		
Summary	4.33		



Contents

Assignment 1			
Commercial Property Insurance, Part I	1.1		
Overview of Commercial Property Insurance	1.3	Commercial Property Coverage Forms: Other Options	2.46
Package Insurance Policies	1.8	ISO Earthquake and Volcanic Eruption Endorsements	2.50
Commercial Property Common Policy Conditions	1.11	Terrorism Coverage and Exclusions	2.55
Commercial Account Submissions	1.14	Commercial Property Submission Summary	2.58
Commercial Property Coverage Part	1.25		2.65
BPP Covered Property	1.30	Assignment 3	
BPP Additional Coverages and Coverage Extensions	1.34	Business Income and Extra Expense Insurance	3.1
Blanket Insurance	1.42	The Nature of Business Income Insurance	3.3
Summary	1.45	Business Income (And Extra Expense) Coverage Form	3.7
		BI: Additional Coverages and a Coverage Extension	3.17
Assignment 2		BI: Optional Coverages for Modifying Coinsurance	3.23
Commercial Property Insurance, Part II	2.1	Business Income Coverage Endorsements	3.27
Causes of Loss—Basic Form and Broad Form	2.3	Extra Expense Coverage Form	3.32
Causes of Loss—Special Form	2.9	Structuring Business Income Insurance	3.35
Condominium Coverage Forms	2.15	Business Income Premium Calculations	3.39
Other Commercial Property Coverage Forms	2.21	Preparing to Discuss Business Income and Extra Expense Coverage	3.44
Builders Risk Coverage Form	2.28	Summary	3.47
Endorsement Options for Commercial Property Causes of Loss Forms	2.32		
Fluctuating Personal Property Values	2.36		
Alternative Valuation Methods	2.43		



Assignment 4	
Commercial Inland and Ocean Marine Insurance	4.1
Overview of Inland Marine Insurance	4.3
General Characteristics of Inland Marine Policies	4.7
Why Sell Inland Marine Coverage?	4.9
Transportation Loss Exposures	4.15
Types of Inland Marine and Ocean Cargo Insurance Policies	4.20
Case Study of Inland Marine and Ocean Cargo Insurance	4.40
Handling an Ocean Cargo Submission	4.46
Summary	4.49

