#### THE FUNDAMENTALS OF INVESTING NOTE TAKING GUIDE

THE FUNDAMENTALS OF INVESTING NOTE TAKING GUIDE IS DESIGNED TO EMPOWER BOTH NEW AND EXPERIENCED INVESTORS WITH PROVEN STRATEGIES FOR EFFECTIVE NOTE-TAKING AND INVESTMENT ANALYSIS. IN TODAY'S DYNAMIC FINANCIAL LANDSCAPE, UNDERSTANDING THE BASICS OF INVESTING IS CRITICAL, AND KEEPING ORGANIZED NOTES CAN BE THE KEY TO MAKING INFORMED DECISIONS. THIS COMPREHENSIVE GUIDE EXPLORES THE ESSENTIAL PRINCIPLES OF INVESTING, OUTLINES METHODS FOR TAKING STRUCTURED NOTES, AND PROVIDES ACTIONABLE TIPS FOR MONITORING YOUR INVESTMENT JOURNEY. WITH A FOCUS ON CLARITY AND PRACTICAL ADVICE, READERS WILL DISCOVER HOW NOTE-TAKING CAN ENHANCE LEARNING, TRACK MARKET TRENDS, AND SUPPORT BETTER PORTFOLIO MANAGEMENT. THROUGHOUT THE ARTICLE, YOU'LL FIND GUIDANCE ON BUILDING A PERSONALIZED NOTE-TAKING SYSTEM, CAPTURING VITAL INVESTMENT INFORMATION, AND AVOIDING COMMON PITFALLS. WHETHER YOU'RE STUDYING STOCKS, BONDS, OR OTHER ASSETS, THIS GUIDE WILL HELP YOU ESTABLISH A SOLID FOUNDATION IN BOTH INVESTING AND DOCUMENTATION. CONTINUE READING TO LEARN HOW TO MAXIMIZE YOUR INVESTMENT KNOWLEDGE WITH SMART, ORGANIZED NOTES.

- Understanding the Fundamentals of Investing
- WHY NOTE TAKING MATTERS IN INVESTING
- ESSENTIAL ELEMENTS OF AN INVESTING NOTE TAKING GUIDE
- BUILDING AN EFFECTIVE INVESTMENT NOTE SYSTEM
- BEST PRACTICES FOR INVESTMENT DOCUMENTATION
- COMMON MISTAKES IN INVESTING NOTE TAKING
- TIPS FOR CONTINUOUS IMPROVEMENT

## UNDERSTANDING THE FUNDAMENTALS OF INVESTING

Investing is the process of allocating resources, usually money, with the expectation of generating an income or profit. The fundamentals of investing note taking guide begins with the core concepts every investor should grasp before entering the market. These include understanding asset classes, risk tolerance, diversification, and the principles of compounding. Each of these factors plays a pivotal role in shaping your investment strategy and long-term financial success. Recognizing how markets operate, how various assets behave, and the impact of economic cycles will provide a solid foundation for your investment journey. Quality note-taking helps reinforce these concepts and ensures you have a reliable reference as you progress.

#### CORE CONCEPTS IN INVESTING

INVESTORS MUST FAMILIARIZE THEMSELVES WITH SEVERAL KEY CONCEPTS TO MAKE INFORMED DECISIONS. THESE INCLUDE:

- ASSET ALLOCATION: DISTRIBUTING INVESTMENTS ACROSS VARIOUS ASSET TYPES TO BALANCE RISK AND RETURN.
- RISK MANAGEMENT: IDENTIFYING, ASSESSING, AND MITIGATING POTENTIAL LOSSES IN YOUR PORTFOLIO.
- DIVERSIFICATION: SPREADING INVESTMENTS TO REDUCE EXPOSURE TO ANY SINGLE ASSET OR RISK.
- TIME HORIZON: THE PERIOD OVER WHICH YOU AIM TO ACHIEVE YOUR FINANCIAL GOALS.
- COMPOUNDING: EARNING RETURNS ON BOTH PRINCIPAL AND ACCUMULATED EARNINGS OVER TIME.

#### Types of Investments

Understanding the different types of investment options is essential for effective note-taking and analysis. Common investment vehicles include stocks, bonds, mutual funds, exchange-traded funds (ETFs), real estate, and commodities. Each has its own risk profile, return potential, and liquidity features, which should be carefully documented in your notes. By comparing these options, investors can better match their choices with their financial objectives and risk appetite.

## WHY NOTE TAKING MATTERS IN INVESTING

EFFECTIVE NOTE TAKING IS A CRITICAL SKILL FOR INVESTORS WHO WANT TO TRACK THEIR LEARNING, MONITOR MARKET TRENDS, AND DOCUMENT DECISIONS. THE FUNDAMENTALS OF INVESTING NOTE TAKING GUIDE EMPHASIZES THE IMPORTANCE OF ORGANIZED, CLEAR NOTES TO SUPPORT INVESTMENT ANALYSIS AND FUTURE REFERENCE. DOCUMENTING YOUR RESEARCH, STRATEGIES, AND OUTCOMES HELPS YOU AVOID REPEATING MISTAKES, RECOGNIZE PATTERNS, AND IMPROVE YOUR DECISION-MAKING OVER TIME. IT ALSO MAKES IT EASIER TO REVIEW PAST INVESTMENTS, ANALYZE SUCCESSES AND FAILURES, AND ADJUST YOUR APPROACH RASED ON EVIDENCE

#### BENEFITS OF ORGANIZED INVESTMENT NOTES

- ENHANCED LEARNING: REINFORCE KEY CONCEPTS AND STRATEGIES FOR BETTER RETENTION.
- IMPROVED DECISION MAKING: ACCESS COMPREHENSIVE RECORDS TO GUIDE FUTURE INVESTMENTS.
- Performance Tracking: Monitor results and refine strategies using historical data.
- COMPLIANCE AND RECORD KEEPING: MEET REGULATORY REQUIREMENTS AND SIMPLIFY TAX REPORTING.
- EFFICIENT COLLABORATION: SHARE INSIGHTS AND FINDINGS WITH PARTNERS OR ADVISORS.

#### HOW NOTE TAKING SUPPORTS INVESTMENT GOALS

SYSTEMATIC NOTE TAKING ENABLES INVESTORS TO CLARIFY THEIR FINANCIAL GOALS, MONITOR PROGRESS, AND EVALUATE RISKS. BY KEEPING DETAILED NOTES, YOU CAN ARTICULATE YOUR INVESTMENT RATIONALE, SET BENCHMARKS, AND MEASURE OUTCOMES. THIS DISCIPLINED APPROACH SUPPORTS BOTH SHORT-TERM AND LONG-TERM OBJECTIVES, ENSURING YOUR INVESTMENT JOURNEY REMAINS FOCUSED AND INFORMED.

## ESSENTIAL ELEMENTS OF AN INVESTING NOTE TAKING GUIDE

A COMPREHENSIVE INVESTING NOTE TAKING GUIDE SHOULD INCLUDE KEY SECTIONS THAT CAPTURE ALL RELEVANT INFORMATION ABOUT YOUR INVESTMENTS AND DECISION-MAKING PROCESSES. STRUCTURING YOUR NOTES AROUND SPECIFIC ELEMENTS ENSURES CONSISTENCY AND COMPLETENESS, MAKING IT EASIER TO REVIEW AND LEARN FROM YOUR RECORDS OVER TIME.

#### CRITICAL COMPONENTS OF INVESTMENT NOTES

1. INVESTMENT THESIS: THE REASONING AND OBJECTIVES BEHIND EACH INVESTMENT DECISION.

- 2. ASSET DETAILS: TICKER SYMBOLS, SECTORS, MARKET CAP, AND OTHER IDENTIFYING INFORMATION.
- 3. ENTRY AND EXIT POINTS: DATES, PRICES, AND CONDITIONS FOR BUYING OR SELLING ASSETS.
- 4. RISK ANALYSIS: ASSESSMENT OF POTENTIAL RISKS AND MITIGATION STRATEGIES.
- 5. PERFORMANCE METRICS: RETURNS, DIVIDENDS, VOLATILITY, AND PORTFOLIO IMPACT.
- 6. MARKET CONDITIONS: ECONOMIC FACTORS, TRENDS, AND RELEVANT NEWS INFLUENCING DECISIONS.
- 7. LESSONS LEARNED: INSIGHTS AND TAKEAWAYS FROM EACH INVESTMENT EXPERIENCE.

# TOOLS AND FORMATS FOR NOTE TAKING

Investors can choose from a variety of tools and formats for documenting their investment activities. Options include digital note-taking apps, spreadsheets, journals, or specialized investing software. Selecting a tool that fits your workflow and preferences will help ensure that your notes remain organized, accessible, and actionable.

#### BUILDING AN EFFECTIVE INVESTMENT NOTE SYSTEM

ESTABLISHING A RELIABLE SYSTEM IS CRUCIAL FOR LEVERAGING THE FUNDAMENTALS OF INVESTING NOTE TAKING GUIDE. YOUR SYSTEM SHOULD BE TAILORED TO YOUR INVESTMENT STYLE, FREQUENCY OF TRADES, AND ANALYTICAL NEEDS. CONSISTENCY AND STRUCTURE ARE KEY TO MAINTAINING CLEAR RECORDS AND MAXIMIZING THE VALUE OF YOUR NOTES.

#### STEPS TO CREATE YOUR NOTE TAKING SYSTEM

- DEFINE YOUR OBJECTIVES: DETERMINE WHAT YOU WANT TO ACHIEVE WITH YOUR INVESTMENT NOTES.
- IDENTIFY KEY DATA POINTS: DECIDE ON THE INFORMATION YOU NEED TO CAPTURE FOR EACH INVESTMENT.
- CHOOSE YOUR TOOLS: SELECT DIGITAL OR PHYSICAL METHODS THAT ALIGN WITH YOUR HABITS.
- DEVELOP A TEMPLATE: CREATE REUSABLE FORMATS TO STANDARDIZE YOUR ENTRIES.
- SCHEDULE REGULAR REVIEWS: SET ASIDE TIME TO UPDATE AND ANALYZE YOUR NOTES.

#### CUSTOMIZING FOR DIFFERENT INVESTMENT STRATEGIES

Investors should adapt their note-taking system to fit their chosen strategies, such as value investing, growth investing, income investing, or trading. Each approach has unique data requirements and analysis methods, which should be reflected in your documentation. Personalizing your system makes it easier to compare investments, spot trends, and optimize your decision-making process.

## BEST PRACTICES FOR INVESTMENT DOCUMENTATION

ADHERING TO BEST PRACTICES ENSURES YOUR INVESTMENT NOTES REMAIN PRACTICAL AND VALUABLE. THE FUNDAMENTALS OF

INVESTING NOTE TAKING GUIDE RECOMMENDS REGULAR UPDATES, CLEAR ORGANIZATION, AND OBJECTIVE ANALYSIS TO MAINTAIN HIGH-QUALITY DOCUMENTATION. FOCUS ON ACCURACY AND COMPLETENESS TO MAKE YOUR NOTES A RELIABLE RESOURCE FOR FUTURE REFERENCE.

#### STRATEGIES FOR EFFECTIVE NOTE TAKING

- Use Clear Headings: Structure notes with distinct topics and sections.
- PRIORITIZE RELEVANT INFORMATION: FOCUS ON DATA THAT IMPACTS YOUR INVESTMENT DECISIONS.
- MAINTAIN OBJECTIVITY: DOCUMENT FACTS AND AVOID EMOTIONAL BIASES.
- REVIEW AND UPDATE REGULARLY: KEEP NOTES CURRENT WITH MARKET DEVELOPMENTS AND PORTFOLIO CHANGES.
- ARCHIVE OLD DATA: STORE HISTORICAL RECORDS FOR LONG-TERM ANALYSIS AND COMPLIANCE.

## COMMON MISTAKES IN INVESTING NOTE TAKING

DESPITE ITS IMPORTANCE, MANY INVESTORS OVERLOOK KEY ASPECTS OF NOTE TAKING, LEADING TO INCOMPLETE OR INACCURATE RECORDS. AVOIDING THESE COMMON MISTAKES CAN SIGNIFICANTLY IMPROVE THE EFFECTIVENESS OF YOUR INVESTMENT DOCUMENTATION.

#### PITFALLS TO WATCH OUT FOR

- INCONSISTENT ENTRIES: FAILING TO UPDATE NOTES REGULARLY OR OMITTING KEY DETAILS.
- LACK OF STRUCTURE: USING UNORGANIZED FORMATS THAT HINDER ANALYSIS.
- EMOTIONAL BIAS: ALLOWING FEELINGS TO INFLUENCE RECORDED OBSERVATIONS OR DECISIONS.
- Neglecting Performance Reviews: Overlooking periodic assessments of investments.
- POOR DATA MANAGEMENT: LOSING NOTES OR FAILING TO BACK UP RECORDS SECURELY.

### TIPS FOR CONTINUOUS IMPROVEMENT

Investing is an ongoing learning process. The fundamentals of investing note taking guide encourages investors to refine their note-taking methods over time. By seeking feedback, studying successful note-taking examples, and embracing new technologies, you can enhance your documentation and, ultimately, your investment results.

#### HOW TO OPTIMIZE YOUR NOTE TAKING SYSTEM

- ANALYZE PAST NOTES: IDENTIFY PATTERNS AND AREAS FOR IMPROVEMENT.
- STAY UPDATED: INCORPORATE NEW INVESTMENT CONCEPTS AND MARKET DEVELOPMENTS.

- LEVERAGE TECHNOLOGY: USE APPS AND TOOLS TO AUTOMATE DATA COLLECTION AND ANALYSIS.
- ENGAGE WITH PEERS: SHARE BEST PRACTICES AND LEARN FROM OTHER INVESTORS.
- COMMIT TO LIFELONG LEARNING: CONTINUOUSLY EXPAND YOUR INVESTMENT KNOWLEDGE AND REFINE YOUR APPROACH.

# QUESTIONS & ANSWERS: THE FUNDAMENTALS OF INVESTING NOTE TAKING GUIDE

#### Q: WHAT IS THE PURPOSE OF THE FUNDAMENTALS OF INVESTING NOTE TAKING GUIDE?

A: THE GUIDE IS DESIGNED TO HELP INVESTORS SYSTEMATICALLY RECORD, ANALYZE, AND IMPROVE THEIR INVESTMENT DECISIONS BY PROVIDING STRUCTURED NOTE-TAKING STRATEGIES AND ESSENTIAL PRINCIPLES FOR TRACKING INVESTMENTS.

## Q: WHICH KEY ELEMENTS SHOULD BE INCLUDED IN INVESTMENT NOTES?

A: INVESTMENT NOTES SHOULD INCLUDE YOUR INVESTMENT THESIS, ASSET DETAILS, ENTRY AND EXIT POINTS, RISK ANALYSIS, PERFORMANCE METRICS, MARKET CONDITIONS, AND LESSONS LEARNED.

### Q: How does effective note taking benefit investors?

A: EFFECTIVE NOTE TAKING ENHANCES LEARNING, SUPPORTS BETTER DECISION-MAKING, IMPROVES PERFORMANCE TRACKING, ENSURES COMPLIANCE, AND FACILITATES COLLABORATION WITH ADVISORS OR PARTNERS.

## Q: WHAT ARE COMMON MISTAKES TO AVOID WHEN TAKING INVESTMENT NOTES?

A: COMMON MISTAKES INCLUDE INCONSISTENT ENTRIES, LACK OF STRUCTURE, EMOTIONAL BIAS, NEGLECTING PERFORMANCE REVIEWS, AND POOR DATA MANAGEMENT.

## Q: WHAT TOOLS CAN BE USED FOR INVESTMENT NOTE TAKING?

A: INVESTORS CAN USE DIGITAL NOTE-TAKING APPS, SPREADSHEETS, JOURNALS, OR SPECIALIZED INVESTMENT MANAGEMENT SOFTWARE DEPENDING ON THEIR PREFERENCES AND WORKFLOW.

# Q: WHY IS IT IMPORTANT TO CUSTOMIZE YOUR NOTE-TAKING SYSTEM FOR DIFFERENT INVESTMENT STRATEGIES?

A: CUSTOMIZATION ENSURES THAT YOUR NOTES CAPTURE THE UNIQUE DATA AND ANALYSIS REQUIREMENTS OF YOUR CHOSEN INVESTMENT STRATEGY, MAKING THEM MORE RELEVANT AND ACTIONABLE.

# Q: HOW OFTEN SHOULD INVESTMENT NOTES BE REVIEWED AND UPDATED?

A: INVESTMENT NOTES SHOULD BE REVIEWED AND UPDATED REGULARLY, IDEALLY AFTER EVERY MAJOR INVESTMENT DECISION OR SIGNIFICANT MARKET DEVELOPMENT, TO ENSURE ACCURACY AND RELEVANCE.

### Q: WHAT IS THE ROLE OF PERFORMANCE METRICS IN INVESTMENT NOTES?

A: Performance metrics allow investors to objectively measure returns, volatility, dividends, and impact on the overall portfolio, supporting informed analysis and strategy refinement.

## Q: CAN INVESTMENT NOTES HELP WITH COMPLIANCE AND TAX REPORTING?

A: YES, MAINTAINING ORGANIZED AND ACCURATE INVESTMENT NOTES CAN SIMPLIFY COMPLIANCE WITH REGULATORY REQUIREMENTS AND MAKE TAX REPORTING MORE EFFICIENT AND ERROR-FREE.

### Q: HOW CAN INVESTORS CONTINUOUSLY IMPROVE THEIR NOTE-TAKING PRACTICES?

A: Investors can improve by analyzing past notes, staying updated on market trends, leveraging technology, engaging with peers, and committing to ongoing education in both investing and documentation.

# The Fundamentals Of Investing Note Taking Guide

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# The Fundamentals of Investing: A Note-Taking Guide

#### Introduction:

So, you're ready to embark on the exciting, yet sometimes daunting, journey of investing? Congratulations! This note-taking guide isn't just another generic investment primer; it's your personalized roadmap to mastering the fundamentals. We'll break down key concepts, provide actionable strategies for effective note-taking, and equip you with the knowledge to confidently navigate the world of finance. This guide will help you build a robust understanding of investing principles, transforming overwhelming information into manageable, insightful notes that you can refer to again and again.

Why Effective Note-Taking is Crucial for Investing:

Investing involves a constant influx of information: market trends, company news, economic indicators, and more. Without a structured approach to capturing and processing this information, it's easy to feel overwhelmed and make poorly informed decisions. Effective note-taking provides several key benefits:

Improved Comprehension: The act of actively summarizing and paraphrasing concepts solidifies your understanding.

Enhanced Retention: Organized notes serve as a valuable resource for reviewing key concepts and reinforcing learning.

Facilitated Decision-Making: Easy access to relevant information empowers you to make more informed investment choices.

Long-Term Tracking: Monitoring your investment performance and progress becomes significantly easier with well-maintained notes.

# Section 1: Core Investing Principles - Your Note-Taking Framework

This section outlines essential concepts that should form the bedrock of your investment notes. Use a consistent format for each concept – a concise definition, relevant examples, and personal reflections.

- 1.1 Understanding Risk and Return: This is the fundamental trade-off in investing. Higher potential returns usually come with higher risk. Note down different asset classes (stocks, bonds, real estate) and their associated risk profiles. Consider using a table to compare.
- 1.2 Diversification: Don't put all your eggs in one basket! Document your diversification strategy, detailing the asset allocation across different asset classes. Track the percentage allocated to each.
- 1.3 Asset Allocation: How you distribute your investments across various asset classes significantly impacts your overall portfolio performance. Note down your chosen asset allocation and the rationale behind it. Regularly review and adjust as your circumstances change.
- 1.4 Fundamental Analysis: This involves evaluating a company's intrinsic value based on its financial statements and other qualitative factors. Develop a template for recording key financial metrics (e.g., P/E ratio, revenue growth, debt-to-equity ratio) for companies you're considering.
- 1.5 Technical Analysis: This approach uses historical market data to predict future price movements. While subjective, it's useful to note key chart patterns and indicators. Keep a separate section for technical analysis notes, distinctly from your fundamental analysis notes.

# **Section 2: Practical Note-Taking Strategies for Investing**

This section focuses on practical techniques to optimize your note-taking process.

- 2.1 Utilizing Digital Tools: Explore note-taking apps like Evernote, OneNote, or Notion. These offer features like tagging, searching, and easy organization. Consider using spreadsheets for tracking your portfolio and financial metrics.
- 2.2 The Power of Summarization: Avoid verbatim transcriptions. Instead, summarize key takeaways in your own words. This improves understanding and retention.
- 2.3 Visual Aids: Use charts, graphs, and mind maps to visually represent complex information. This enhances comprehension and makes your notes more engaging.

- 2.4 Regular Review and Updates: Schedule regular reviews of your notes to reinforce learning and identify areas needing further research. Update your notes as your understanding evolves and new information becomes available.
- 2.5 Source Tracking: Always cite your sources websites, books, articles. This is crucial for maintaining accuracy and facilitating future research.

# **Section 3: Building Your Investment Journal**

Consider creating an investment journal – a comprehensive record of your investment journey. This will encompass:

Investment Goals: Define your short-term and long-term goals. Regularly review these goals to ensure they remain aligned with your circumstances.

Portfolio Tracking: Maintain a detailed record of your investments, including purchase dates, costs, and current values.

Transaction Records: Document all transactions, including buy and sell orders, dividends received, and capital gains/losses.

Market Observations: Note down your observations about market trends, economic events, and their potential impact on your investments.

Lessons Learned: Record both successes and failures, reflecting on what you've learned from each experience. This is crucial for continuous improvement.

#### Conclusion:

Mastering the fundamentals of investing is a continuous learning process. By adopting a structured approach to note-taking, you'll build a strong foundation for informed decision-making and long-term success. Remember, consistent effort and disciplined record-keeping are key to navigating the complexities of the investment world effectively. Start building your knowledge base today and watch your investment journey flourish!

#### FAQs:

- 1. What's the best note-taking app for investing? The "best" app depends on your personal preferences. Popular choices include Evernote, OneNote, Notion, and Google Docs. Experiment to find what works best for you.
- 2. How often should I review my investment notes? Aim for a weekly or bi-weekly review to stay on top of market trends and your portfolio performance. More frequent reviews might be beneficial when the market is highly volatile.
- 3. Should I track every single investment decision? Yes, maintaining a comprehensive record of all your investment decisions, no matter how small, is crucial for tracking performance and identifying patterns.

- 4. Can I use a physical notebook for my investment notes? Absolutely! A physical notebook can be beneficial for some individuals. The key is to maintain a consistent and organized system, regardless of the format.
- 5. How do I incorporate emotional intelligence into my investment note-taking? Keep a separate section in your notes to track your emotional responses to market fluctuations. This self-awareness helps prevent impulsive decisions driven by fear or greed.

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widened their scope of analysis to criteria regarded as extra-financial. They are driven by different
motivations. Adoption of sustainable investment strategies can be driven, on the one hand by the
sole motivation to hedge portfolios against knowable risks by expanding the conceptual framework
to incorporate the latest best practice in risk management. Other investors focus rather on a
long-term view and make an active bet on societal change. Recent empirical research has shown
that considering sustainability factors within investment practices does not come at a cost (i.e.
through a reduced opportunity set) but allows for competitive returns. Furthermore, the growing
market and resulting competition in the wake of sustainable investing going mainstream has the
welcome effect to compress fees for such products. Hence, staying informed about recent trends in
sustainable investing is imperative no matter what the main motivation is.

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of her or his experiences are created and shaped by parents and the family environment. Parents help children build and refine their knowledge and skills, charting a trajectory for their health and well-being during childhood and beyond. The experience of parenting also impacts parents themselves. For instance, parenting can enrich and give focus to parents' lives; generate stress or calm; and create any number of emotions, including feelings of happiness, sadness, fulfillment, and anger. Parenting of young children today takes place in the context of significant ongoing developments. These include: a rapidly growing body of science on early childhood, increases in funding for programs and services for families, changing demographics of the U.S. population, and greater diversity of family structure. Additionally, parenting is increasingly being shaped by technology and increased access to information about parenting. Parenting Matters identifies parenting knowledge, attitudes, and practices associated with positive developmental outcomes in children ages 0-8; universal/preventive and targeted strategies used in a variety of settings that have been effective with parents of young children and that support the identified knowledge, attitudes, and practices; and barriers to and facilitators for parents' use of practices that lead to healthy child outcomes as well as their participation in effective programs and services. This report makes recommendations directed at an array of stakeholders, for promoting the wide-scale adoption of effective programs and services for parents and on areas that warrant further research to inform policy and practice. It is meant to serve as a roadmap for the future of parenting policy, research, and practice in the United States.

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