

# Section 16 Tales: List of Chapters

1. **Tough Going: Your Life as a Section 16 Soldier**
2. **Who Can You Ask for Help?**
3. **The Basics**
4. **Reporting Principles Overview**
5. **Who Normally Handles Section 16 Filings?**
6. **Determining Who's a "Section 16 Officer"**
7. **Onboarding New Insiders**
8. **Insider Departures**
9. **Managing Edgar Codes**
10. **Choosing a Section 16 Filer**
11. **Yikes! Errors or Omissions! What to Do When There's a Snafu**
12. **Getting Yourself Organized**
13. **Training & Reminding Insiders**
14. **The Art of Pre-Clearance**
15. **How to Handle a Challenging Insider**
16. **Proxy Disclosures About Section 16 Delinquencies**