

Amend Currency (W5)

[This version is superseded. Click here to view the latest guide.](#)

PURPOSE

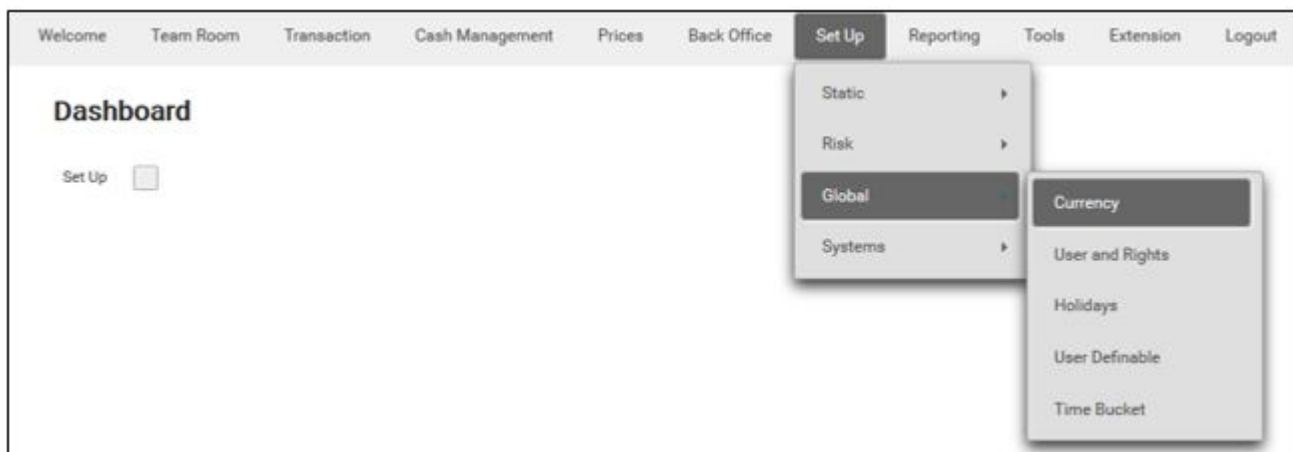
This document explains how to amend currency in the system.

WHY IS THIS IMPORTANT?

It allows you to make amendment when changes to the existing set up is required.

PROCEDURE

1. From the home screen, go to Set Up > Global > Currency.



2. In the Currency screen, select the currency to amend by clicking the currency short name. In this example we will make an amendment to KRW.

Currency

	App? ▾	Ccy ▾	Long Name ▾	Accrual Method ▾
<input type="checkbox"/>		KRW	Korean Won	Act/365 (fixed)

3. The screen below appears.

Amend Currency

Ccy: KRW

Long Name*: Korean Won

Accrual Method*: Act/365 (fixed) ▾

Decimal Place*: 2 ▾

NDF Ccy?*: No ▾

Sample Value*: 0.001200

Quote in SGD: ☒ 1 KRW = 0.001200 SGD

4. In this example, we will amend the Accrual Method. To make the amendment, click on the arrow to view the drop down menu.

Accrual Method* ▾

Decimal Place*

NDF Ccy?*

Sample Value*

Quote in SGD

30/360
Act/360
Act/365 (Act)
Act/365 (fixed)

5. Select the preferred new Accrual Method. In this example,

we click on Act/365 (Act) to select it as the method.

6. Click Save when done.

7. The Currency screen will be displayed. Amended currency appears with an “N” under App? Column and requires approval.

Currency

Refresh New Approve Group

	App? ▾	Ccy ▾	Long Name ▾	Accrual Method ▾
<input type="checkbox"/>	N	KRW	Korean Won	Act/365 (Act)

1 50 ▾

8. Approve the currency by selecting the checkbox and click Approve.

Currency

Refresh New Approve Group

	App? ▾	Ccy ▾	Long Name ▾	Accrual Method ▾
<input checked="" type="checkbox"/>	N	KRW	Korean Won	Act/365 (Act)

1 50 ▾

9. Once approved, “N” will disappear.

Currency

Refresh New Approve Group

	App? ▾	Ccy ▾	Long Name ▾	Accrual Method ▾
<input type="checkbox"/>		KRW	Korean Won	Act/365 (Act)

1 50 ▾

FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[Set Up Currency](#)

CHANGE HISTORY

Date	By	Changes
15-Feb-2008	-	Created.
9-Jul-2017	Bella	Reformatted. Rewritten.
10-Jul-2017	Bella	Edited and accepted changes.
24-Aug-2018	Silpa	Updated step 1 and screenshot.
11-Nov-2019	Lyra	Updated Screenshots.