

Assign Currency Group Member

[See previous W5 version guide](#)

PURPOSE

This document shows the detail procedures on how to group currencies in CS Lucas system.

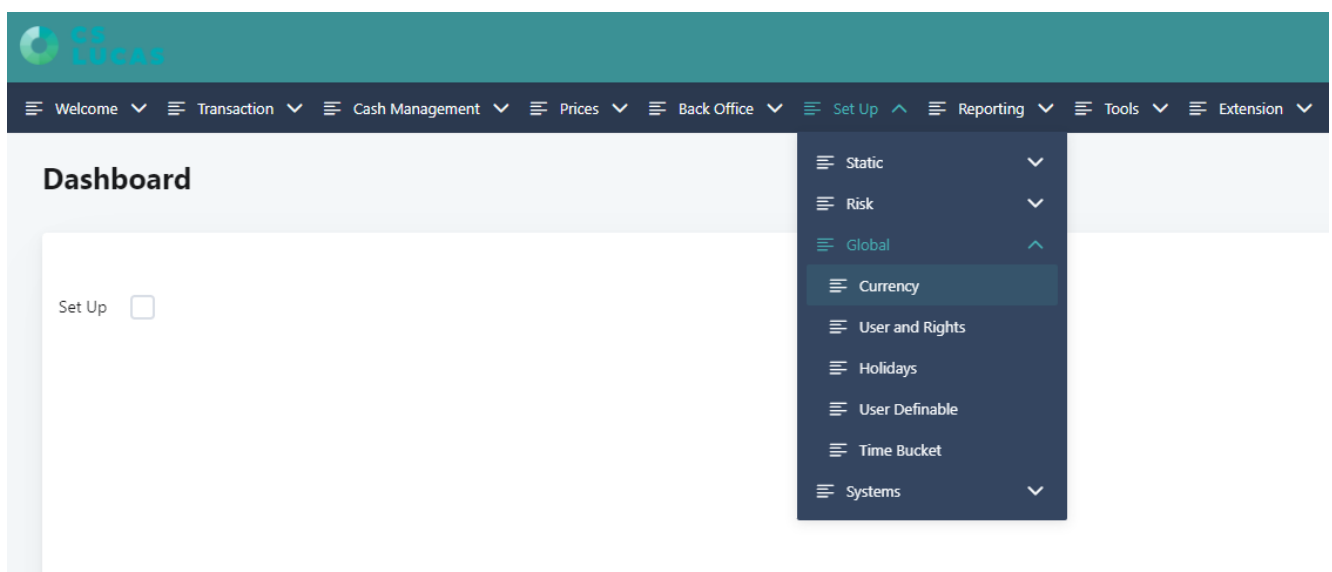
WHY IS THIS IMPORTANT?

This allows grouping of currencies for reporting purposes.

PROCEDURE












1. From the main menu, select Set Up > Global > Currency.



2. The Currency screen displays.

Currency




<div><div>Refresh</div><div>Action</div><div>Group</div></div>				
<div><div>Search</div></div>				<div><div>Columns</div></div>
<input type="checkbox"/>	App? ↑↓	Ccy ↑↓	Long Name ↑↓	Accrual Method ↑↓
<input type="checkbox"/>		AUD	Australian Dollars	Act/365 (fixed)
<input type="checkbox"/>		CAD	Canadian Dollar	Act/365 (fixed)
<input type="checkbox"/>		EUR	Euros	Act/360
<input type="checkbox"/>		GBP	Great Britain Pound	Act/365 (fixed)
<input type="checkbox"/>		HKD	Hong Kong Dollar	Act/365 (fixed)
<input type="checkbox"/>		IDR	Indonesian Rupiah	Act/365 (fixed)
<input type="checkbox"/>		IDR*	Indonesian Rupiah - Offshore	Act/365 (fixed)
<input type="checkbox"/>		JPY	Japanese Yen	Act/360
<input type="checkbox"/>		KRW	Korean Won	Act/365 (Act)

3. Click Group. The Currency Group screen displays.

Currency Group

✕ Cancel ↻ Refresh ⌵ Action

Columns

<input type="checkbox"/>	App? ↑↓	Shortname ↑↓	Description ↑↓
<input type="checkbox"/>		AUD/EUR	AUD/EUR
<input type="checkbox"/>		USD/SGD/GBP	USD/SGD/GBP
<input type="checkbox"/>		USD_SGD Grp	USD_SGD Grp

1-3 of 3 records << < 1 > >> 50 ▾

4. To assign currency group member, click on the Edit button next to the currency group short name. Amend Currency Group screen displays.

Amend Currency Group

✕ Cancel 💾 Save 📄 Duplicate 👤 Assign Member ≡ History

Short Name*

USD_SGD Grp

Long Name

USD_SGD Grp

Description

USD_SGD Grp

5. Click Assign Member. Assign Currency Group Member screen displays.

Assign Currency Group Member

Short Name

USD_SGD Grp

✕ Cancel

↻ Refresh

💾 Save

Ccy

☐

AUD

☐

CAD

☐

EUR

☐

GBP

☐

HKD

☐

IDR

☐

IDR*

☐

JPY

☐

KRW

☐

SGD

☐

USD



Selected Members

No records found.

6. To add currencies to the group, tick on the checkbox of the currency short name. In this example, SGD and USD are selected.

Assign Currency Group Member

Short Name USD_SGD Grp

✕ Cancel ↻ Refresh 💾 Save

Ccy	
<input type="checkbox"/>	AUD
<input type="checkbox"/>	CAD
<input type="checkbox"/>	EUR
<input type="checkbox"/>	GBP
<input type="checkbox"/>	HKD
<input type="checkbox"/>	IDR
<input type="checkbox"/>	IDR*
<input type="checkbox"/>	JPY
<input type="checkbox"/>	KRW
<input checked="" type="checkbox"/>	SGD
<input checked="" type="checkbox"/>	USD



Selected Members

No records found.

7. Then, click Add. The selected currencies will appear under Selected Members list on the right.

Assign Currency Group Member

Short Name

USD_SGD Grp

✕ Cancel

↻ Refresh

💾 Save

Ccy

☐

AUD

☐

CAD

☐

EUR

☐

GBP

☐

HKD

☐

IDR

☐

IDR*

☐

JPY

☐

KRW



Selected Members

☐

SGD

☐

USD

8. To remove the currencies from the Selected Members list, tick on the checkbox of the currency to be removed and click Remove button.

9. Once completed, click Save. You will be returned to Amend Currency Group screen.

Amend Currency Group

✕ Cancel 💾 Save 📄 Duplicate 👤 Assign Member ☰ History

Short Name*

USD_SGD Grp

Long Name

USD_SGD Grp

Description

USD_SGD Grp

10. Click on the Cancel button to return to Currency Group screen. Approve the currency group by ticking the checkbox beside the short name and click Action and Approve.

Currency Group

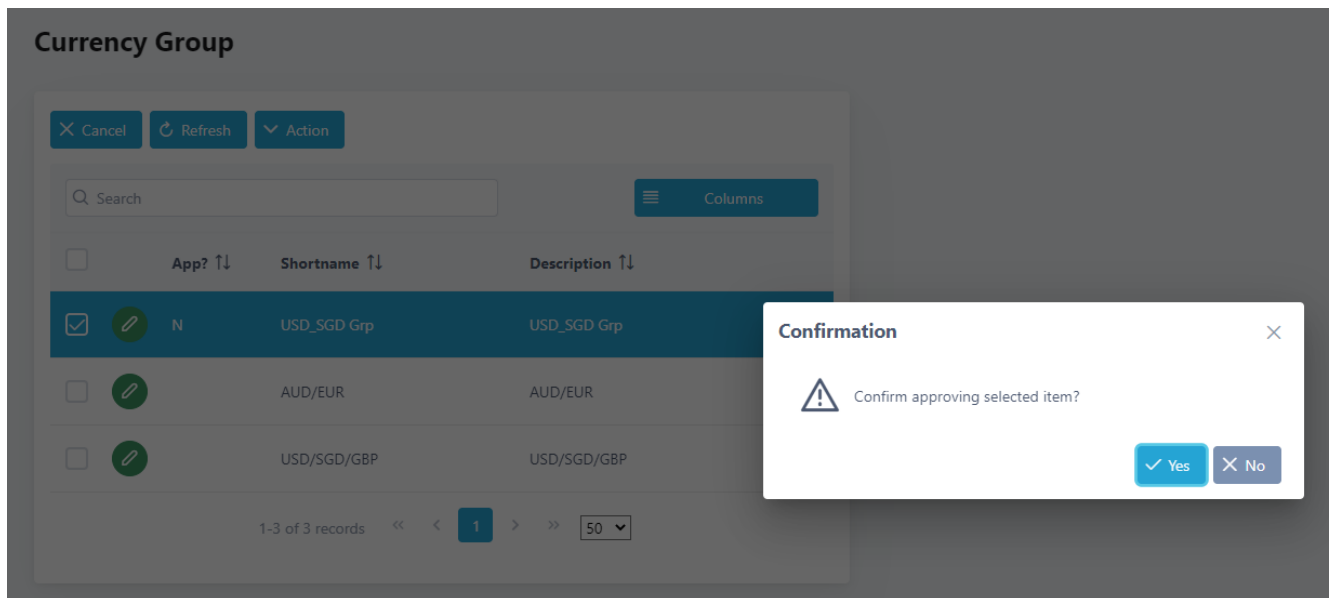
✕ Cancel 🔄 Refresh ⌵ Action

☰ Columns

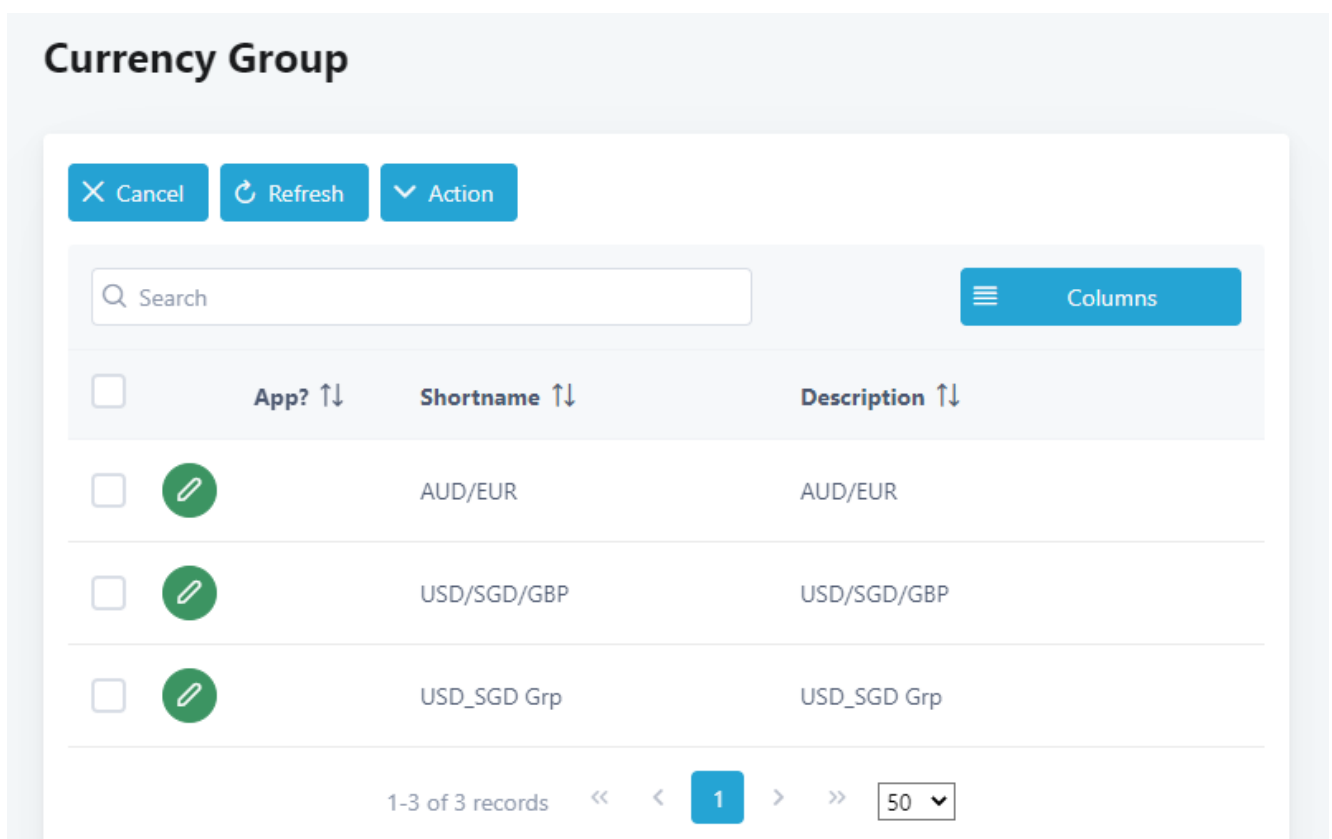
<input type="checkbox"/>	App? ↑↓		Description ↑↓
<input checked="" type="checkbox"/>	📎 N	USD_SGD Grp	USD_SGD Grp
<input type="checkbox"/>	📎	AUD/EUR	AUD/EUR
<input type="checkbox"/>	📎	USD/SGD/GBP	USD/SGD/GBP

1-3 of 3 records ⏪ < 1 > ⏩ 50

11. A popup appears to confirm, click Yes.



12. The currency group is approved. Approved currency group will not have an N under App? Column.



FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[Currency Group](#)

[New Currency Group](#)

[Amend Currency Group](#)

CHANGE HISTORY

Date	By	Changes
22-Apr-2020	TS	Created.
25-Jan-2023	TS	Updated to W6 instructions and screenshots.