

Creating Forecast Source and Grouping (W5)

[This version is superseded.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

PURPOSE

This document sets out a detailed procedure for how to create forecast source.

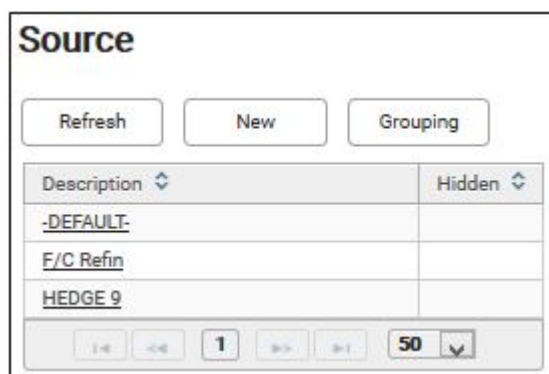
WHY IS THIS IMPORTANT?

Creating forecast source allows a forecast to be saved under different sources or purposes.

PROCEDURE

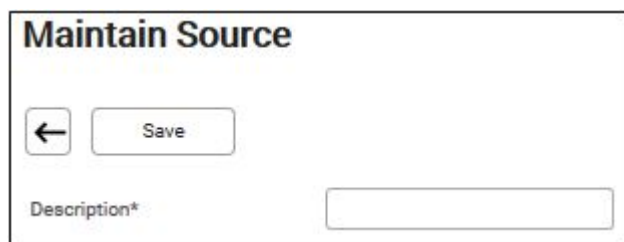


1. From the main menu, select Cash Management > Forecasting > Maintenance > Source. The Source screen displays.

A screenshot of a web application interface titled "Source". At the top, there are three buttons: "Refresh", "New", and "Grouping". Below these is a table with two columns: "Description" and "Hidden". The "Description" column has a dropdown arrow, and the "Hidden" column has a dropdown arrow. The table contains three rows: "-DEFAULT-", "F/C Refin", and "HEDGE 9". At the bottom of the table, there is a pagination bar with buttons for "1", "50", and a dropdown arrow.

2. System has a - DEFAULT - source created. This is auto generated by the system. If there's no other source created, forecast maintained in the Operational Forecast will be saved to the - DEFAULT - source. To add a new source, click

New. The Maintain Source screen will be displayed.



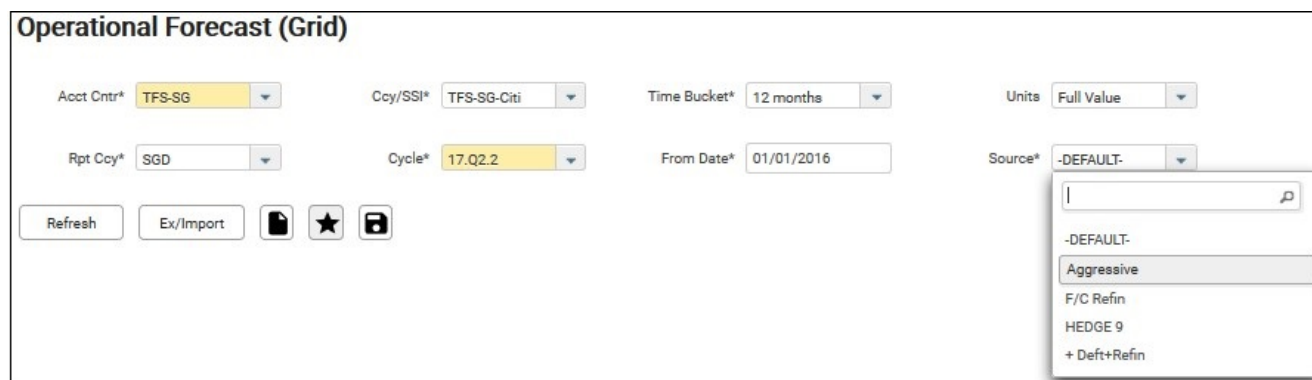
The 'Maintain Source' screen features a title bar at the top. Below it, there are two buttons: a back arrow and a 'Save' button. A label 'Description*' is positioned to the left of a text input field, which is currently empty.

3. Type in the description of the source to be created. For example, you may want to create a source for aggressive forecast so that aggressive forecast can be maintained under this source.



This screenshot shows the 'Maintain Source' screen with the text 'Aggressive' entered into the 'Description*' field. The 'Save' button remains visible.

4. Click Save to complete the set up. Once created, the newly created source appears under the Source drop down field in Cash Management > Forecasting > Operational. Then, you can save the forecast to a different source by assigning the forecast to the right source as you input.



The 'Operational Forecast (Grid)' screen contains several dropdown menus and input fields. The 'Source*' dropdown is open, showing a list of options: '-DEFAULT-', 'Aggressive', 'F/C Refin', 'HEDGE 9', and '+ Deft+Refin'. The 'Aggressive' option is highlighted. Other visible fields include 'Acct Cntr*' (TFS-SG), 'Ccy/SSI*' (TFS-SG-Citi), 'Time Bucket*' (12 months), 'Units' (Full Value), 'Rpt Ccy*' (SGD), 'Cycle*' (17.Q2.2), and 'From Date*' (01/01/2016). At the bottom, there are buttons for 'Refresh', 'Ex/Import', and a set of icons including a document, a star, and a lock.

5. Source grouping can also be created. From the Source main screen, click Grouping.

Source Grouping

	Short Name ↕	Description ↕
<input type="checkbox"/>	Deft+Refin	Deft+Refin

6. Click New.

Maintain Source Grouping

Shortname*
 Longname

<input type="checkbox"/>	Short Name	Add	<input type="checkbox"/>	Selected Members
<input type="checkbox"/>	-DEFAULT-	Remove	<input type="checkbox"/>	No records found.
<input type="checkbox"/>	Aggressive			
<input type="checkbox"/>	Source1			

7. Type in the Shortname for the group.

8. Click the box beside the forecast source short names that will be included in the group.

9. Click Add, the sources checked will shift to the right.

Maintain Source Grouping

Shortname*
 Longname

<input type="checkbox"/>	Short Name	Add	<input type="checkbox"/>	Selected Members
No records found.		Remove	<input type="checkbox"/>	
<input type="checkbox"/>	Aggressive		<input type="checkbox"/>	
<input type="checkbox"/>	-DEFAULT-		<input type="checkbox"/>	
<input type="checkbox"/>	Source1		<input type="checkbox"/>	

10. Click Save. The screen will display the following message.

Source grouping are saved successfully.

11. Click Back Button to return to Source Grouping screen.

12. Grouping shows up in the drop down in the Source field in Operational Forecast with a plus sign before it (+).

Operational Forecast (Grid)

Acct Cntr*

TFS-SG

Ccy/SSI*

Time Bucket*

Units

Full Value

Rpt Ccy*

SGD

Cycle*

-ACTUAL-

From Date*

01/01/2000

Source*

-DEFAULT-

Refresh

Ex/Import

★

-DEFAULT-

Aggressive

Source1

+ Deft+Refin

+ Newco Source Group

FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[Maintaining Operational Forecast Grid View](#)

[Maintaining Operational Forecast List View](#)

CHANGE HISTORY

Date	By	Changes
1-Mar-2016	Clarissa	Created.
8-Jun-2016	Douglas	Proofread.
20-Nov-2019	Lyra	Updated Screenshots.