

Import Call/Sweep Set Up

[See previous W5 version guide](#)

PURPOSE

This document shows the detailed procedures for importing call/sweep set up in CS Lucas system.

WHY IS THIS IMPORTANT?

Relationship set up is required before any transactions/ activities can be booked or captured.

PROCEDURE



1. From the main menu, select Transaction > Call/Sweep.

Call/Sweep

View*

Activity

Short Name*

View*

VDate Fr*

01/01/2017

VDate To

30/06/2017

TradeID

Narrative

Refresh

Action

Set Up

Q Search

Columns

Flag

TradeID

Type

Acct Cntr

CtpyID

VDate

Ccy

Int Cap

Interest

Principal

Narrative

No records found.

0-0 of 0 records

<<<>>>

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2. Click Set Up.

Call/Sweep Set Up

Acct Cntr* TFS-SG Ccy

Cancel
Refresh
Action
Import
Star
Save

Columns

<input type="checkbox"/>	App? ↑↓	Type ↑↓	Shortname ↑↓	Acct Cntr ↑↓	Entity/Grouping ↑↓	Ccy ↑↓	Bank ↑↓
No records found.							

0-0 of 0 records << < > >> 50

3. Click Import. The Import Call/Sweep Set Up screen displays.

Import Call/Sweep Set Up

Cancel
Template
Read File ☐

ID	Type*	Short Name*	Acct Cntr*	Entity/Grouping*	Ccy*	Bank	Lend Rate Basis	Borrow Rate Basis	Maturity	Tenor (Days)	Journal Lend/Borrow
No records found.											

4. Click Template to download CS Lucas template for importing call/sweep set up.

5. Save the file and open. An Excel sheet will be opened.

AutoSave Off Load_Call_Sweep_Set_Up_Template - Compatibility Mo... • Last Modified: Just now

	A	B	C	D	E	F	G	H	I	J	K	L
1	Type*	Short Name*	Acct Cntr*	Entity/Grouping*	Ccy*	Bank	Lend Rate Basis	Borrow Rate Basis	Maturity	Tenor (Days)	Journal Lend/Borrow	
2												
3												
4												

6. Fill out the sheet, fields with asterisks are mandatory. For more details on each of the field, see [Call/Sweep Set Up](#).

AutoSave Off Load_Call_Sweep_Set_Up_Template - Compatibility Mode • Saved

	A	B	C	D	E	F	G	H	I	J	K	L
1	Type*	Short Name*	Acct Cntr*	Entity/Grouping*	Ccy*	Bank	Lend Rate Basis	Borrow Rate Basis	Maturity	Tenor (Days)	Journal Lend/Borrow	
2	Interco Call	TFS - TGL	TFS-SG	TGL-SG	SGD		Interco Lend Rate	Interco Borrow Rate				
3	External Ctpy Call	TFS - BARC	TFS-SG	BARC-LN	SGD		BARC Lend Call Rate	BARC Borrow Call Rate				
4												

Note: To import bank sweep group, only Type and Entity/Grouping is required. Short Name, Acct Cntr, Ccy and Bank will be set accordingly by the system based

on the value filled in Entity/Grouping field.

7. Save the Excel file on the computer.

8. Go back to Import Call/Sweep Set Up screen, tick on Read File checkbox.

9. Click Choose File. Browse for the file saved in the computer.

Import Call/Sweep Set Up

✕ Cancel

📄 Template

Read File ☒

File

✓ Read File

Choose File

Load_Call_Sweep_Set_Up_Template.xls

ID	Type*	Short Name*	Acct Cntr*	Entity/Grouping*	Ccy*	Bank	Lend Rate Basis	Borrow Rate Basis	Maturity	Tenor (Days)	Journal Lend/Borrow
No records found.											

10. Click Read File. The values inputted in the Excel File will displays.

Import Call/Sweep Set Up

✕ Cancel

📄 Load

📄 Template

Read File ☐

ID	Type*	Short Name*	Acct Cntr*	Entity/Grouping*	Ccy*	Bank	Lend Rate Basis	Borrow Rate Basis	Maturity	Tenor (Days)	Journal Lend/Borrow
1	Interco Call	TFS - TGL	TFS-SG	TGL-SG	SGD		Interco Lend Rate	Interco Borrow Rate			
2	External Ctpy Call	TFS - BARC	TFS-SG	BARC-LN	SGD		BARC Lend Call Rate	BARC Borrow Call Rate			


11. If there is an error, the user will be prompted with the rows to be corrected. To make corrections, go to the Excel file to make the necessary corrections and click Read File again.

12. If there is no error, click Load.

13. A popup appears to confirm, click Yes.

Confirmation

✕



Confirm loading Call/Sweep Set Up to the system?

✓ Yes

✕ No

14. A message saying that loading is successful will be displayed.

Import Call/Sweep Set Up

Cancel
Template
Read File

The Call/Sweep Set Up has been successfully loaded.

ID	Type*	Short Name*	Acct Cntr*	Entity/Grouping*	Ccy*	Bank	Lend Rate Basis	Borrow Rate Basis	Maturity	Tenor (Days)	Journal Lend/Borrow
1	Interco Call	TFS - TGL	TFS-SG	TGL-SG	SGD		Interco Lend Rate	Interco Borrow Rate			
2	External Ctpy Call	TFS - BARC	TFS-SG	BARC-LN	SGD		BARC Lend Call Rate	BARC Borrow Call Rate			

15. Click Cancel button to return to Call/Sweep Set Up screen.
16. Select the Accounting Centre and click on Refresh button. Imported call/sweep set up will be displayed.
17. Tick on the checkbox beside the call/sweep set up imported, click on Action and Approve.

Call/Sweep Set Up

Acct Cntr*

TFS-SG

Ccy

Cancel
Refresh

Action

Import

Search

Columns

	App? ↑↓	Shortname ↑↓	Acct Cntr ↑↓	Entity/Grouping ↑↓	Ccy ↑↓	Bank ↑↓
<input checked="" type="checkbox"/>	N	External Ctpy Call	TFS - BARC	TFS-SG	BARC-LN	SGD
<input checked="" type="checkbox"/>	N	Interco Call	TFS - TGL	TFS-SG	TGL-SG	SGD

1-2 of 2 records

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1

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18. A popup appears to confirm, click Yes.

Confirmation

✕

Confirm approving selected item?

✓ Yes

✕ No

FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[Call/Sweep Set Up](#)

[Call/Sweep Transaction](#)

CHANGE HISTORY

Date	By	Changes
15-Sep-2017	Clarissa	Created.
24-Oct-2017	TS	Added note in step 6.
21-Nov-2019	Lyra	Updated screenshots.
10-May-2023	TS	Updated to W6 instructions and screenshots.