# **Importing Money Market**

See previous W5 version guide

#### **PURPOSE**

This document shows the procedure for how to import money market transactions in the system.

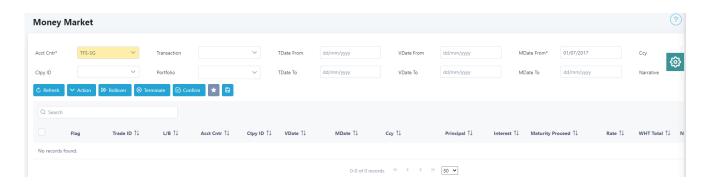
#### WHY IS THIS IMPORTANT?

This is important when multiple transactions need to be booked. This will save time and effort in inputting multiple money market transactions.

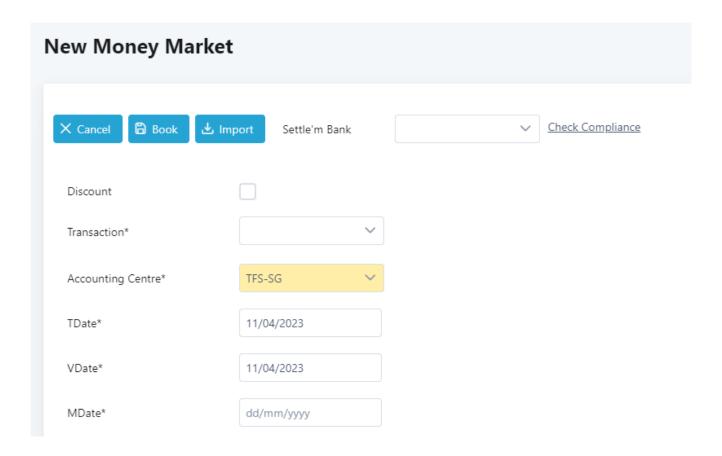
#### **PROCEDURE**



1. From the main menu, select Transaction > Money Market.



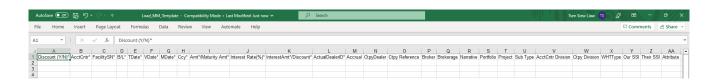
2. Click on Action and select New. The New Money Market screen displays.



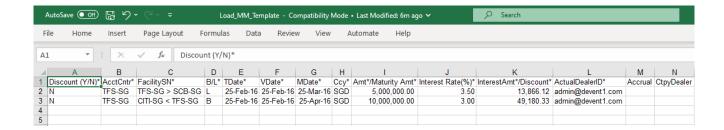
3. Click the Import button. The screen below displays.



- 4. Click Template to download the CS Lucas template for importing Money Market transactions.
- 5. Save the file and open. An Excel sheet will be opened.



- 6. Input values as required. Fields marked with an asterisk are mandatory.
- 7. For a money market transaction, input "N" for the Discount(Y/N) field. For an explanation on other fields, see <u>Money Market Creation</u>. Save the template when finished.



8. Apart from the standard fields you see on the New Money Market screen, you can also tag Our SSI, Their SSI and user attribute fields to the money market transaction in the import.

Field	Remarks		
Our SSI	This is to set the settlement bank account for the accounting		
	centre.		
	Type in the accounting centre SSI short name.		
	Note: SSI short name must belong to the accounting centre of the		
	trade and selected currency. SSI short name must be valid (case		
	sensitive) as per set up in Set Up > Static > Settlement		
	Instructions > Accounting Centre SSI. To see Accounting Centre		
	SSI setup, click <u>here</u> .		
Their SSI	This is to set the settlement bank account for the trade		
	counterparty.		
	Type in the counterparty SSI short name.		
	Note: SSI short name must belong to the trade counterparty and		
	selected currency. SSI short name must be valid (case sensitive)		
	as per set up in Set Up > Static > Settlement Instructions > Click		
	Counterparty SSI button > Counterparty SSI. To see Counterparty		
	SSI setup, click <u>here</u> .		

This is to tag user attribute field to the Money Market trade.

The set up for the user attribute field is in the format below:

[User Attribute field Name]:[Value]

E.g. Rollover Tenor:4 Weeks

For date type field, fill in the date value in the format below: [User Attribute field Name]:[YYYY-MM-DD]

E.g. Indicative Repay Date:2020-05-21

It is technically possible to have multiple user attribute fields for a

Money Market trade. This would need to be set up as

[User Attribute field Name]:[Value];[User Attribute field

Name]:[Value]

Attribute

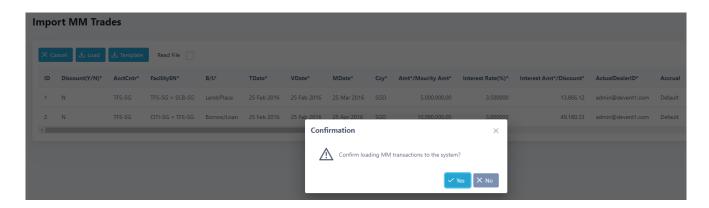
- E.g. Rollover Tenor:4 Weeks;Indicative Repay Date:2020-05-21 Note:
- Ensure the user attribute field name is valid and as per set up in the system. If the attribute field name is misspelt (case sensitive) it will not be updated. Money Market trade will still be imported without the attribute.
- 2. Any invalid date (e.g. 2020-02-30) will not be updated. Money Market trade will still be imported without the attribute.
- 3. If the user attribute is a drop down field, ensure the value entered is the same as per the setup in the User Definable > Money Market Transaction. Any invalid value will be ignored and not updated. Money Market trade will still be imported without the attribute. To see user attribute setup, click here.
- 9. Go back to the Import MM Trades screen. Tick on the Read File box.



- 10. Click Choose File. Look for the saved Load\_MM\_Template.xls file.
- 11. Click Read File. The values inputted in the Excel file will appear.



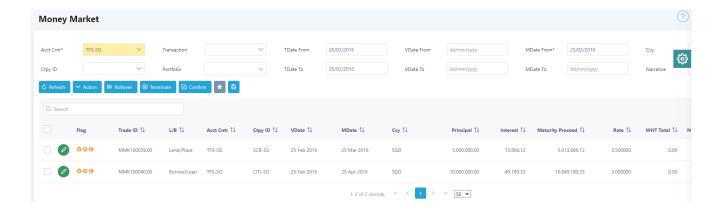
- 12. If there is an error, the user will be prompted with the rows to be corrected. To make corrections, go to the template to edit and upload again.
- 13. If there is no error, click Load. Click Yes on the pop up that appears.



14. You will see the message below once successfully loaded.



- 15. Click Cancel button to return to Money Market listing screen.
- 16. Filter Acct Cntr, TDate, MDate accordingly based on what was imported and click Refresh.
- 17. The imported money market transactions are displayed, as shown below.



## FREQUENTLY ASKED QUESTIONS

### **RELATED INFORMATION**

**Launching Money Market** 

**Money Market Creation** 

#### **CHANGE HISTORY**

Date	Ву	Changes
15-Feb-2008	-	Created.
25-Feb-2016	Clarissa	Rewritten. Reformatted.
8-Jun-2016	Douglas	Proofread.
13-Nov-2019	Lyra	Updated screenshots.
19-May-2020	TS	Updated instructions for importing Our SSI, Their SSI and user attribute fields.
11-Apr-2023	TS	Updated to W6 instructions and screenshots.