

New Currency Group

[See previous W5 version guide](#)

PURPOSE

This document shows the detail procedures on how to create new currency group in CS Lucas system.

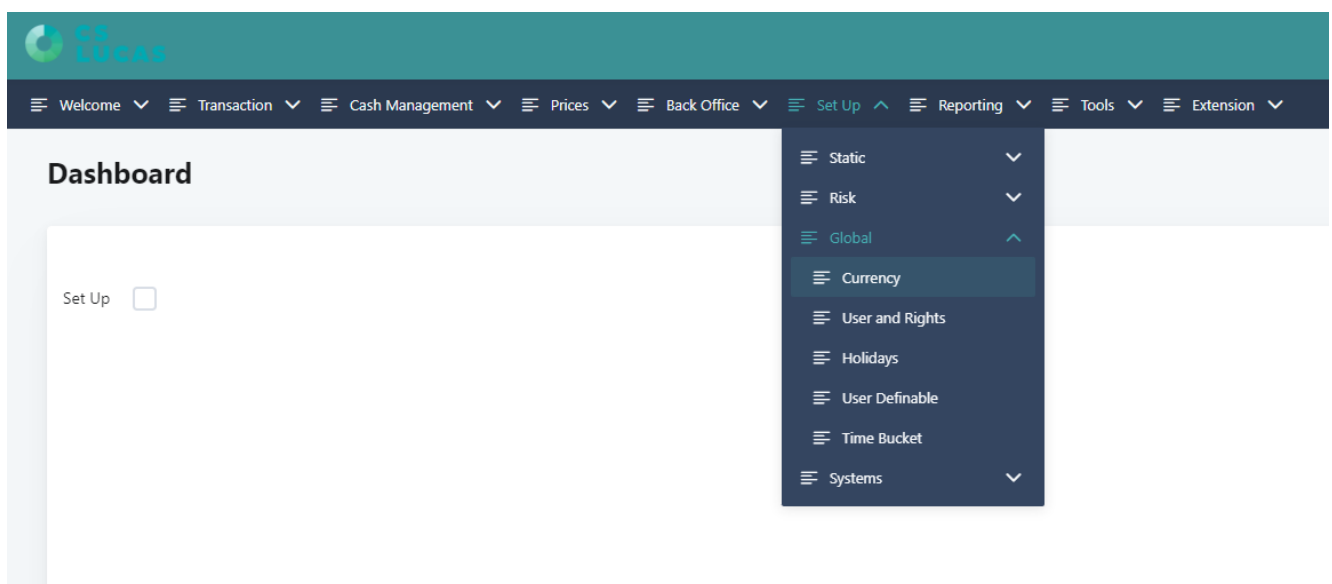
WHY IS THIS IMPORTANT?

This allows currencies to be grouped for reporting purposes.

PROCEDURE



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



2. The Currency screen displays.

Currency

 Refresh

 Action

 Group

 Search

 Columns

☐	App? ↑↓	Ccy ↑↓	Long Name ↑↓	Accrual Method ↑↓
☐		AUD	Australian Dollars	Act/365 (fixed)
☐		CAD	Canadian Dollar	Act/365 (fixed)
☐		EUR	Euros	Act/360
☐		GBP	Great Britain Pound	Act/365 (fixed)
☐		HKD	Hong Kong Dollar	Act/365 (fixed)
☐		IDR	Indonesian Rupiah	Act/365 (fixed)
☐		IDR*	Indonesian Rupiah - Offshore	Act/365 (fixed)
☐		JPY	Japanese Yen	Act/360
☐		KRW	Korean Won	Act/365 (Act)

3. Click Group. The Currency Group screen displays.

Currency Group

✕ Cancel ↻ Refresh ⌵ Action

Columns

☐	App? ↑↓	Shortname ↑↓	Description ↑↓
☐		AUD/EUR	AUD/EUR
☐		USD/SGD/GBP	USD/SGD/GBP

1-2 of 2 records << < 1 > >> 50 ▾

4. To create a new currency group, click New. New Currency Group screen displays.

New Currency Group

✕ Cancel 💾 Save

Short Name*

Long Name

Description

5. Fill out the fields. Short Name is mandatory.

New Currency Group

✕ Cancel

💾 Save

Short Name*

USD_SGD

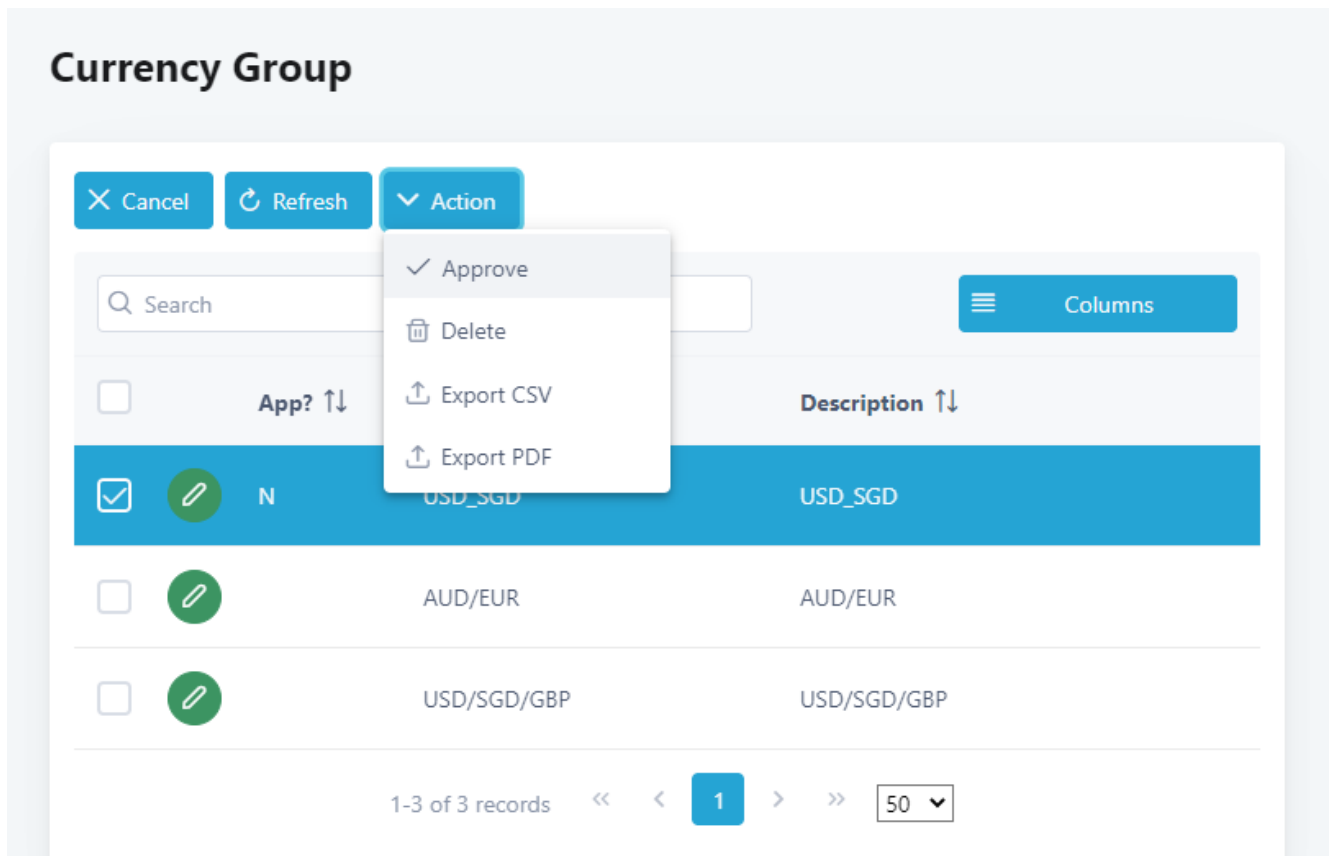
Long Name

Description

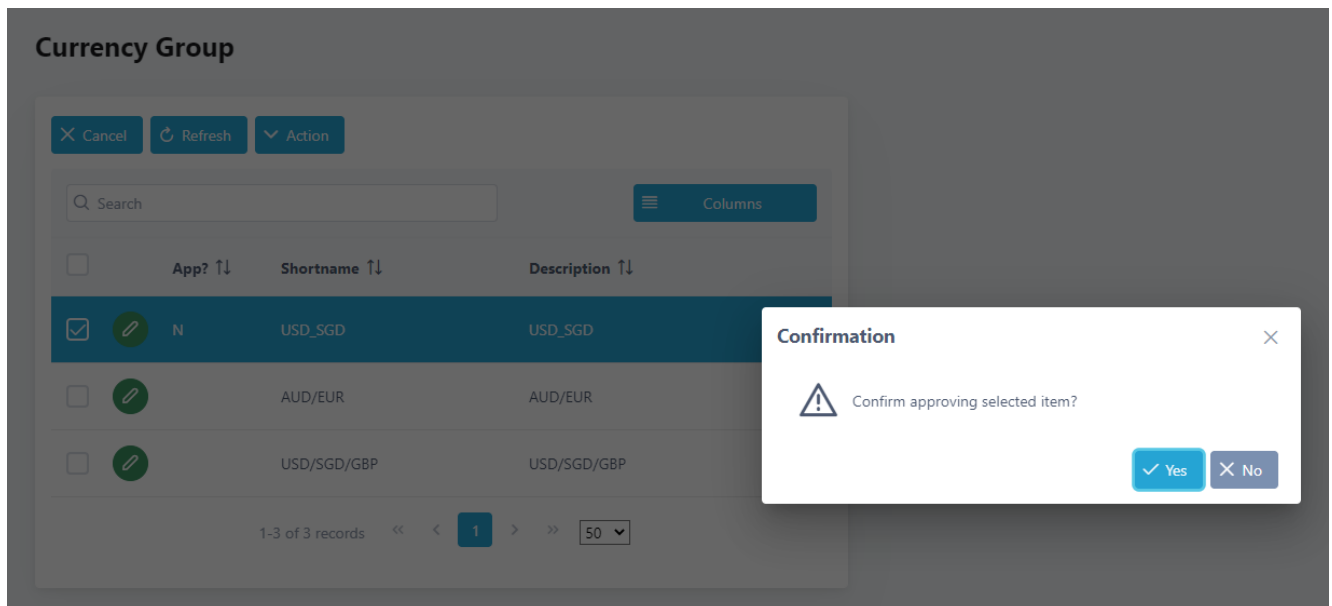
6. Long Name and Description is optional. If leave blank, system will default to the same as Short Name.

7. Click Save.

8. Approve the newly created currency group by ticking the checkbox beside the short name and click Action and Approve.



9. A popup appears to confirm, click Yes.



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

Currency Group

✕ Cancel ↻ Refresh ⌵ Action

☰ Columns

☐	App? ↑↓	Shortname ↑↓	Description ↑↓
☐		AUD/EUR	AUD/EUR
☐		USD/SGD/GBP	USD/SGD/GBP
☐		USD_SGD	USD_SGD

1-3 of 3 records << < 1 > >> 50 ▾

FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

[Currency Group](#)

[Amend Currency Group](#)

[Assign Currency Group Member](#)

CHANGE HISTORY

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