Quick Start Guide – Fund Management – Investment (W5)

[This version is superseded.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

PURPOSE

This document is a quick start guide to help users get started with CS Lucas's Investment module.

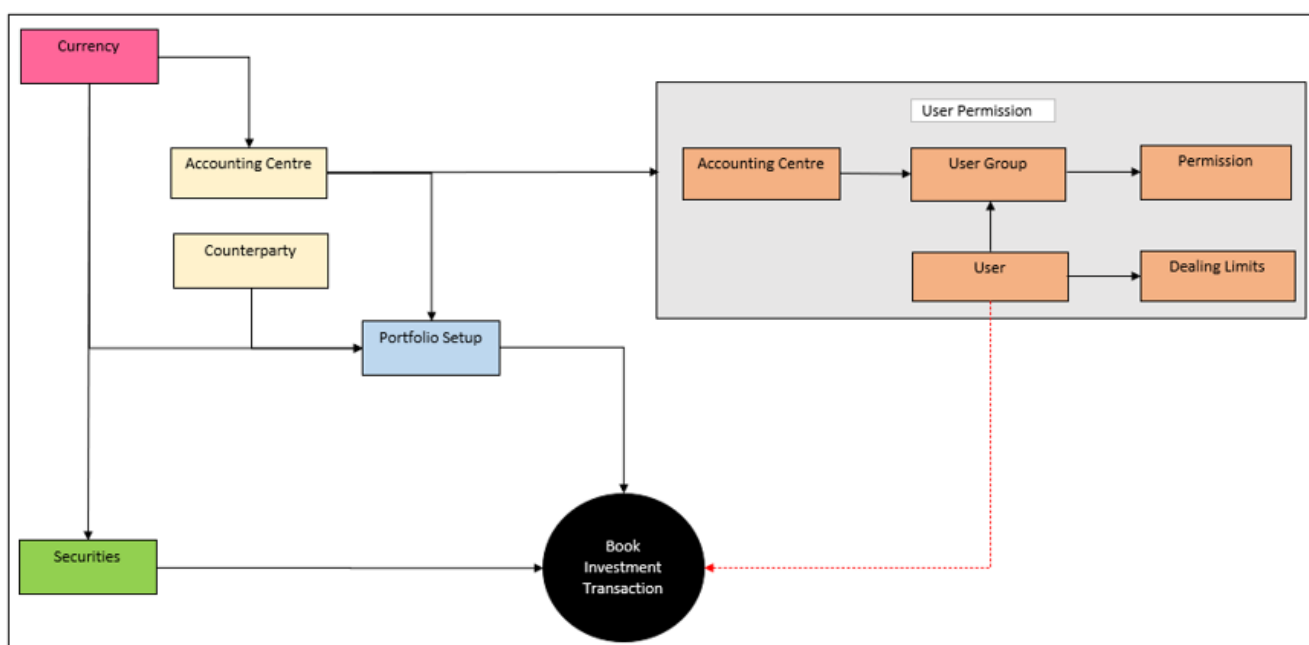## TABLE OF CONTENT

SECTION 1   BACKGROUND

This quick start guide explains the steps required for booking investment trades in CS Lucas system.

We strongly recommend you spend a few minutes to familiarize yourself with the content of this quick start guide as it links to more details information as you progress.

We suggest that you navigate around the system and read the context guide for details of use; click on the icon ⑦ on the top right corner to access help specific to the feature of that page.

SECTION 2   OVERVIEW

This flow chart illustrates an overview of some pre-requisites set ups and dependencies between the modules in CS Lucas system for a first-time-through set up to use the investment module.

Each of these modules is explained in section 3 and 4 below.

SECTION 3   MASTER DATA SET UP

Currency

Purpose: To have a new currency for creating investment portfolios and securities.

Please check out the following user guides regarding

[Maintaining Currency](#)

Accounting Centre

Purpose: To have a new accounting centre to trade with.

Please check out the following user guides regarding

[Maintaining Accounting Centre](#)

To enable/ use the newly created accounting centre in the system, ensure the accounting centre is approved and is assigned to accounting centre group that is tagged to your assigned user access group. Please see below step to assign to accounting centre group.

Accounting Centre Group

Purpose: To facilitate the control of access rights of accounting centres that users can access/view and for reporting purposes.

Please check out the following user guides regarding

[Create Accounting Centre Groups and Assign Members](#)

Note: This is required for creating user group.

Counterparty

Purpose: To have a new counterparty for creating new broker or custodian.

Please check out the following user guides regarding

[Maintaining Counterparty](#)

User Group

Purpose: Define user roles by assigning permissions to user group.

Please check out the following user guides regarding

[Maintaining User Groups and Assigning Permissions](#)

Note: There is no pre-defined user roles in the system.

User and Assign User Group

Purpose: To create a new user and assign user group.

Please check out the following user guides regarding

[Maintaining Users and Assigned Groups](#)

Portfolio

Purpose: To have an investment portfolio used to track cost of investments bought/sold and for investment revaluation purposes.

Please check out the following user guides regarding

[Set Up Risk Portfolio](#)

Securities

Purpose: To have new investment securities that user can buy/sell.

Please check out the following user guides regarding

[Set Up Securities](#)

SECTION 4 FUND MANAGEMENT

Pre-requisites: Ensure all the master data in Section 3 are set up before proceeding to book investment transaction.

Investment

Purpose: The CS Lucas Investment module is used for booking investment in securities such as equity or bond.

Please check out the following guides regarding

[Booking and Amending Transactions](#)

[Importing Trades](#)

Dividend

Purpose: The CS Lucas Dividend module is used for maintaining dividends earned from investment in equities booked in the system.

Please check out the following guides regarding

[Book and Maintaining Dividends](#)

Coupon/Redeem

Purpose: The CS Lucas Coupon/Redeem module is used for booking investment bond coupon and principal redemptions.

Please check out the following guides regarding

[Redemptions of bond coupon/principal](#)

MMF Interest

Purpose: The CS Lucas Money Market Fund Interest module is used for booking investment in money market funds.

Please check out the following guides regarding

[Money Market Fund](#)

SECTION 5   TIPS AND TRICKS

User Guides

Click to access user guide on any page in the system. This help icon is at the top right of the page. See [Accessing User Guides](#).

Document Handling

This button launches the document handler pertaining to the page where it is found. See [Documents and Notes](#).

Saving query parameters

These two buttons   are for saving and applying user favourite parameters. [Click for guide](#).

FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

CHANGE HISTORY

Date	By	Changes
3-Mar-2021	TS	Created.