

Security Prices Administration (W5)

[This version is superseded.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

PURPOSE

This document shows the administration of security prices on how to lock, approve and unlock security prices.

WHY IS THIS IMPORTANT?

Security prices administration is used to lock and approve security prices maintained in the system. This prevents users from making changes once it is locked.

PROCEDURE



1. From the main menu, select Prices > Security Prices.

Security Prices dev01

Ticker **ASTRO**

From Date* 01/07/2013

To Date 31/07/2013

Refresh

Add

Save

Admin

Date	Ticker	Ccy	Valuation	Daily Mil Rate	Beta	P/E Ratio	Div Yield	Pr/Book Ratio	In Issue	Write Off / Up (%)
8 Jul 2013	ASTRO	SGD	1.356000		5.356000	4.356000	3.356000	2.356000	2,000.000000	
23 Jul 2013	ASTRO	SGD	1.356000		5.356000	4.356000	3.356000	2.356000	2,000.000000	
31 Jul 2013	ASTRO	SGD	1.357280							

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2. Click Admin. The Security Prices Administration screen will be displayed.

3. In this screen, security prices can be locked and unlocked. History of when it was locked and unlocked can also be viewed.

4. To lock, tick on the lock checkbox. New field will appear.

5. Input the date when the security prices will be locked to. In this example, it will be locked to 31/07/2013.

6. Click Lock. Once locked, the Approve link appears.

7. Click Approve. The Approved To date will change. The screen will look like below.

8. Click Back Button to go back to the Security Prices screen. A prompt will be seen in the screen.

9. Click Admin to go back to Security Prices Administration screen. To unlock, tick on the Unlock checkbox. The system displays a date that can be used to determine what date to unlock the security prices.

10. In this example, we will enter 31/07/2013 as that was the last date when the security prices were locked.

Security Prices Administration

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Approved To: 31 Jul 2013
 Locked To: 31 Jul 2013
 Unlock To:

11. Click on the Unlock link beside the date.

12. System will unlock the dates till 31 Jul 2013.

Security Prices Administration

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Approved To: 30 Jul 2013
 Locked To: 30 Jul 2013
 Unlock To:

13. To check the History, tick on the History checkbox. The history of when the security prices is locked, unlocked or approved will be displayed.

Security Prices Administration

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Approved To: 30 Jul 2013
 Locked To: 30 Jul 2013
 From Date: To Date:

Timestamp	Action	To Date	By
29 Nov 19 Fri 11:02	Unlock	31 Jul 2013	dev01@12dl2d.com
29 Nov 19 Fri 11:01	Approve	31 Jul 2013	dev01@12dl2d.com
29 Nov 19 Fri 11:00	Lock	31 Jul 2013	dev01@12dl2d.com

14. To disable security prices administration, click on Disable. Once disabled, all security prices are unlocked and when the security prices are updated, they are deemed approved.

FREQUENTLY ASKED QUESTIONS

FAQ01. The system does not allow me to access this module. How can I do this?

Access rights need to be assigned to launch this module. The access rights ID for accessing Security Prices Administration is 15405. Please contact your administrator to assign this rights for you.

FAQ02. The system prompts access denied when I select Lock security prices.

You are not authorized to perform this transaction. The access rights ID is 15406. Please contact your administrator to assign this rights for you.

FAQ03. The system prompts access denied when I select Unlock security prices.

You are not authorized to perform this transaction. The access rights ID is 15407. Please contact your administrator to assign this rights for you.

FAQ04. The system prompts access denied when I select Approve security prices.

You are not authorized to perform this transaction. The access rights ID is 15408. Please contact your administrator to assign this rights for you.

FAQ05. The system prompts access denied when I select Disable security prices admin.

You are not authorized to perform this transaction. The access rights ID is 15409. Please contact your administrator to assign this rights for you.

RELATED INFORMATION

[Add and Maintain Security Prices](#)

CHANGE HISTORY

Date	By	Changes
3-Jan-2019	TS	Created.
29-Nov-2019	Lyra	Updated Screenshots.