

Security Prices Administration

[See previous W5 version 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

Ticker

From Date*

31/12/2016

To Date

31/12/2016

Refresh

Action

Save

Admin

Star

Grid

Security Price locked to 31 Dec 2016 and approved to 31 Dec 2016

Search

Columns

Date	Ticker	Ccy	Valuation	Daily Mil Rate	Beta	P/E Ratio	Div Yield	Pr/Book Ratio	In Issue	Write Off / Up (%)
31 Dec 2016	Anglo Amer 4.125% 9/22	GBP	1.087800				0.000000			
31 Dec 2016	SIA:SP	SGD	9.650000				0.000000			

1-2 of 2 records

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

Security Prices Administration

✕ Cancel 🔒 Disable Lock ☐ Unlock ☐ History ☐

Approved To

31 Dec 2016

Locked To

31 Dec 2016

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. The “Locked To” field will appear.

Security Prices Administration

✕ Cancel 🔒 Disable Lock ☒ Unlock ☐ History ☐

Approved To

31 Dec 2016

Locked To

31 Dec 2016

Locked To

[Lock](#)

5. Input the date when the security prices will be locked to. In this example, it will be locked to 02/01/2017.

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

Security Prices Administration

Lock ☒ Unlock ☐ History ☐

Approved To	31 Dec 2016	
Locked To	2 Jan 2017	Approve
Locked To	<input type="text" value="02/01/2017"/>	Lock

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

Security Prices Administration

Lock ☒ Unlock ☐ History ☐

Approved To	2 Jan 2017	
Locked To	2 Jan 2017	
Locked To	<input type="text" value="02/01/2017"/>	Lock

8. Click Cancel button to return to the Security Prices screen. A message will be displayed on the screen.

Security Price locked to 2 Jan 2017 and approved to 2 Jan 2017.

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 02/01/2017 as that was the last date when the security prices were locked.

Security Prices Administration

Lock ☐ Unlock ☒ History ☐

Approved To	2 Jan 2017
Locked To	2 Jan 2017
Unlock To	<input type="text" value="02/01/2017"/> Unlock

11. Click on the Unlock link beside the date.

12. System will unlock the dates to 2 Jan 2017.

Security Prices Administration

Lock ☐ Unlock ☒ History ☐

Approved To	1 Jan 2017
Locked To	1 Jan 2017
Unlock To	<input type="text" value="02/01/2017"/> Unlock

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

 Cancel

 Disable

Lock

☐

Unlock

☐

History

☒

Approved To

1 Jan 2017

Locked To

1 Jan 2017

From Date

03/06/2023

To Date


03/07/2023



Timestamp	Action	To Date	By
3 Jul 23 Mon 05:51	Unlock	2 Jan 2017	admin@devent1.com
3 Jul 23 Mon 05:48	Approve	2 Jan 2017	admin@devent1.com
3 Jul 23 Mon 05:48	Lock	2 Jan 2017	admin@devent1.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.

Security Prices Administration

 Cancel

 Enable



The price administration is disable. All prices are unlocked and 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.
3-Jul-2023	TS	Updated to W6 instructions and screenshots.