

# Swap Points Administration

[See previous W5 version guide](#)

## **PURPOSE**

This document shows the administration of swap points on how to lock, approve and unlock swap points.

## **WHY IS THIS IMPORTANT?**

Swap points administration is used to lock and approve swap points maintained in the system. This prevents users from making changes once it is locked.

## **PROCEDURE**



1. From the main menu, select Prices > Swap Points.

## Swap Point

VDate\*

03/02/2023

Ccy and Pairs



Refresh

Action

Copy

Save

History

Admin

Copy To\*

dd/mm/yyyy

Search



Columns

Ccy/Pairs ↑↓

Tenor ↑↓

Bid/Buy/Long

Offer/Sell/Short



GBP

1 week

7.000000

12.000000



GBP

1 month

20.000000

30.000000



SGD

1 week

10.000000

20.000000



SGD

1 month

30.500000

40.500000

1-4 of 4 records



1



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2. Click Admin. The Swap Points Administration screen will be displayed.

## Swap Point Administration

Cancel

Disable

Lock



Unlock



History



3. In this screen, swap points 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.

Locked To

03/02/2023

[Lock](#)

5. Input the date when the swap points will be locked to. In this example, it will be locked to 03/02/2023.

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

Locked To

3 Feb 2023

[Approve](#)

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

## Swap Point Administration

[X Cancel](#)

[Disable](#)

Lock



Unlock



History



Approved To

3 Feb 2023

Locked To

3 Feb 2023

Locked To

03/02/2023

[Lock](#)

8. Click Cancel button to return to the Swap Points main menu. A message will be displayed on the Swap Point listing screen.

## Swap Point

VDate\*

03/02/2023

Ccy and Pairs



Refresh

Action

Copy

Save

History

Admin



Swap Point locked to 3 Feb 2023 and approved to 3 Feb 2023.

Copy To\*

dd/mm/yyyy

Search



Columns

	Ccy/Pairs ↑↓	Tenor ↑↓	Bid/Buy/Long	Offer/Sell/Short
<input type="checkbox"/>	GBP	1 week	7.000000	12.000000
<input type="checkbox"/>	GBP	1 month	20.000000	30.000000
<input type="checkbox"/>	SGD	1 week	10.000000	20.000000
<input type="checkbox"/>	SGD	1 month	30.500000	40.500000

1-4 of 4 records



1



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9. Click Admin to go back to Swap Point 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 swap points.

10. In this example, we will enter 03/02/2023 as that was the last date when the swap points were locked.

## Swap Point Administration

 Cancel

 Disable

Lock

☐

Unlock

☒

History

☐

Approved To

3 Feb 2023

Locked To

3 Feb 2023

Unlock To

03/02/2023

[Unlock](#)

11. Click on the Unlock link beside the date.

12. System will unlock the dates till 3 Feb 2023.

## Swap Point Administration

 Cancel

 Disable

Lock

☐

Unlock

☒

History

☐

Approved To

2 Feb 2023

Locked To

2 Feb 2023

Unlock To

03/02/2023

[Unlock](#)

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

## Swap Point Administration

✕ Cancel

🔒 Disable

Lock

☐

Unlock

☐

History

☒

Approved To

2 Feb 2023

Locked To

2 Feb 2023

From Date

27/05/2023

To Date

26/06/2023



Timestamp

Action

To Date

By

26 Jun 23 Mon 05:38

Unlock

3 Feb 2023

admin@devent1.com

26 Jun 23 Mon 05:34

Approve

3 Feb 2023

admin@devent1.com

26 Jun 23 Mon 05:33

Lock

3 Feb 2023

admin@devent1.com

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

## Swap Point Administration

✕ Cancel

🔒 Enable



The price administration is disable. All prices are unlocked and deemed approved.

### FREQUENTLY ASKED QUESTIONS

**FAQ 1. 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 Swap Points Administration is 11518. Please contact your administrator to assign this rights for you.

**FAQ 2. The system prompts access denied when I select Lock swap points.**

You are not authorized to perform this transaction. The access rights ID is 11519. Please contact your administrator to assign this rights for you.

**FAQ 3. The system prompts access denied when I select Unlock swap points.**

You are not authorized to perform this transaction. The access rights ID is 11520. Please contact your administrator to assign this rights for you.

**FAQ 4. The system prompts access denied when I select Approve swap points.**

You are not authorized to perform this transaction. The access rights ID is 11521. Please contact your administrator to assign this rights for you.

**FAQ 5. The system prompts access denied when I select Disable swap points admin.**

You are not authorized to perform this transaction. The access rights ID is 11522. Please contact your administrator to assign this rights for you.

**RELATED INFORMATION**

[Creating and Maintaining Swap Points](#)

**CHANGE HISTORY**

Date	By	Changes
15-Feb-2008	-	Created.
12-Apr-2016	Clarissa	Reformatted. Rewritten.
26-Nov-2019	Lyra	Updated screenshots.
26-Jun-2023	TS	Updated to W6 instructions and screenshots.