User Attributes Field

See previous W5 version guide

PURPOSE

This document contains the procedure for creating user attributes fields.

WHY IS THIS IMPORTANT?

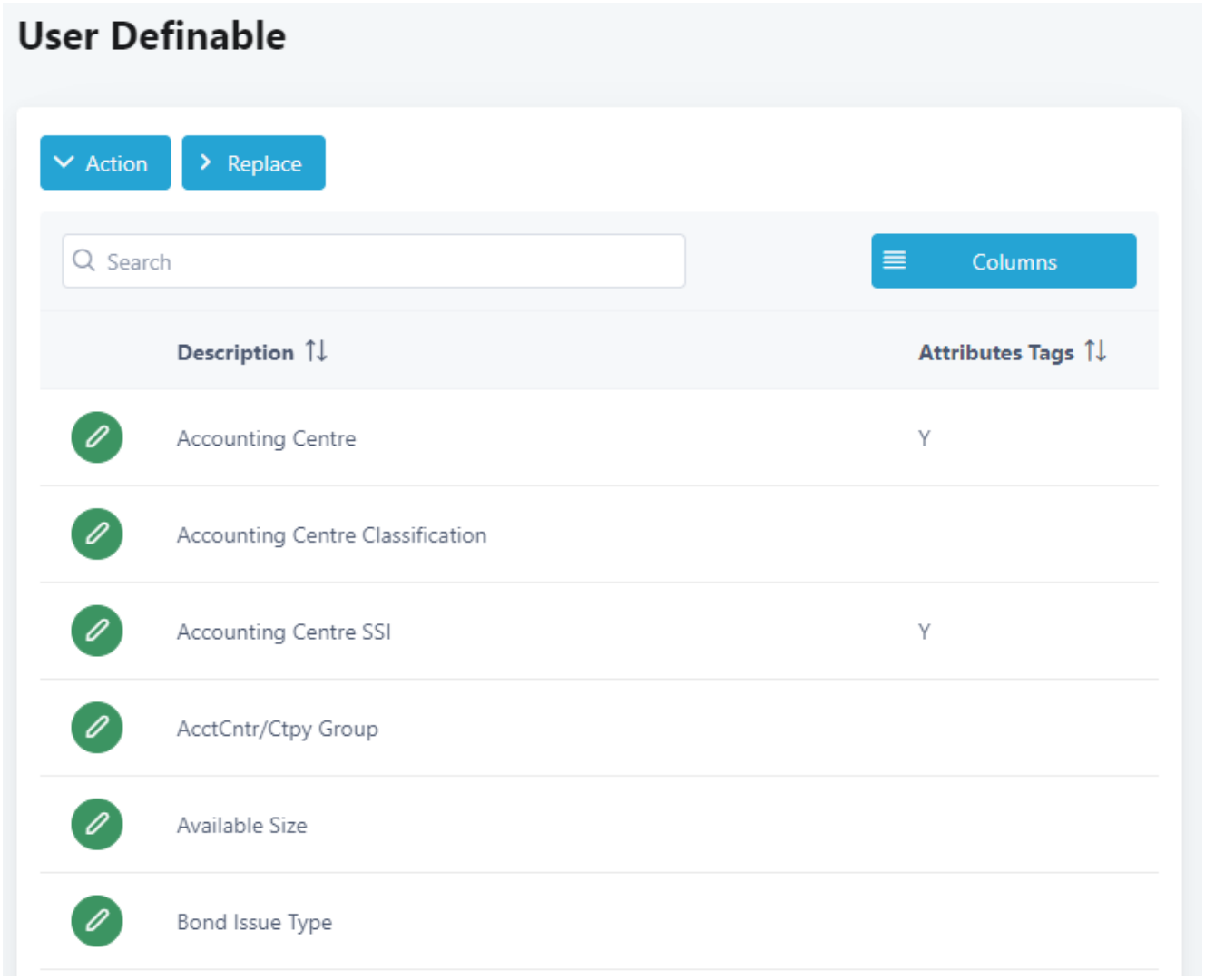
User attributes field allows user to create new user field to tag in the transactions or static data. These fields are usually not standard fields but additional information that are required internally for information purpose.

PROCEDURE

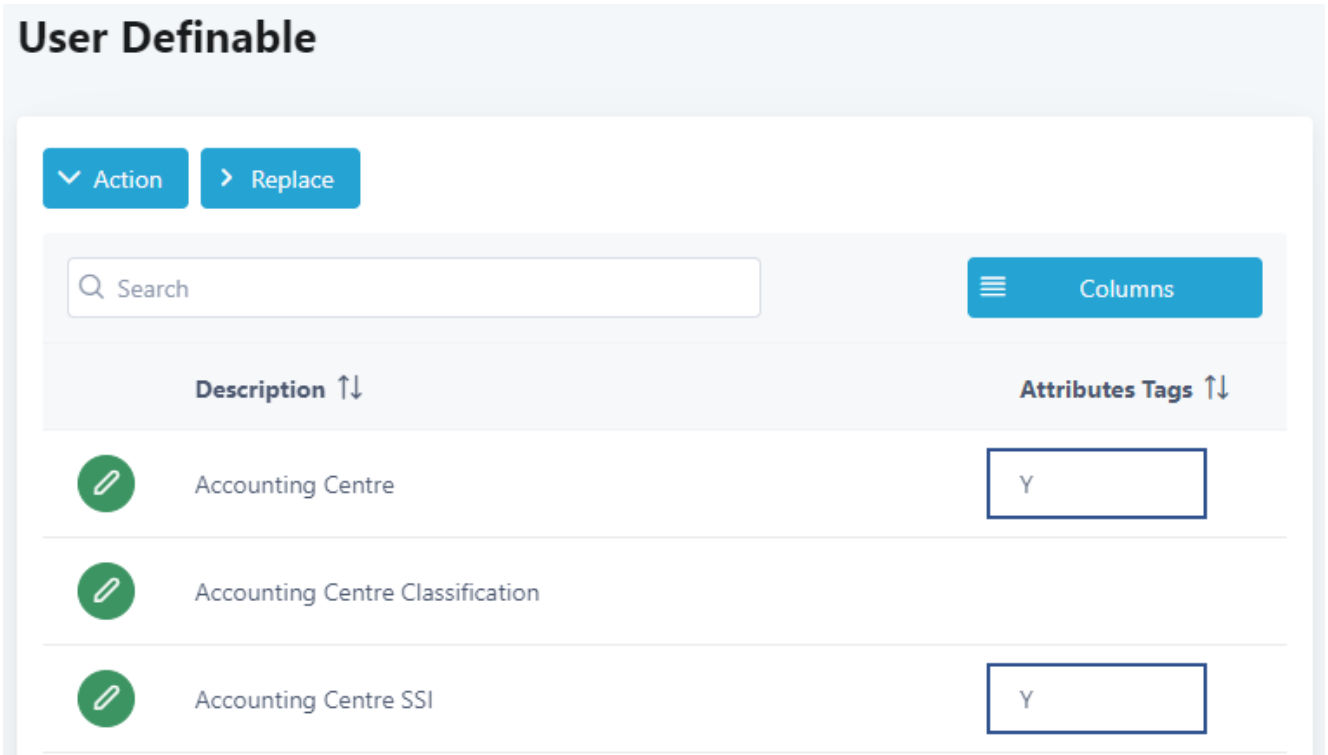


1. From the main menu, click Set Up > Global > User Definable.

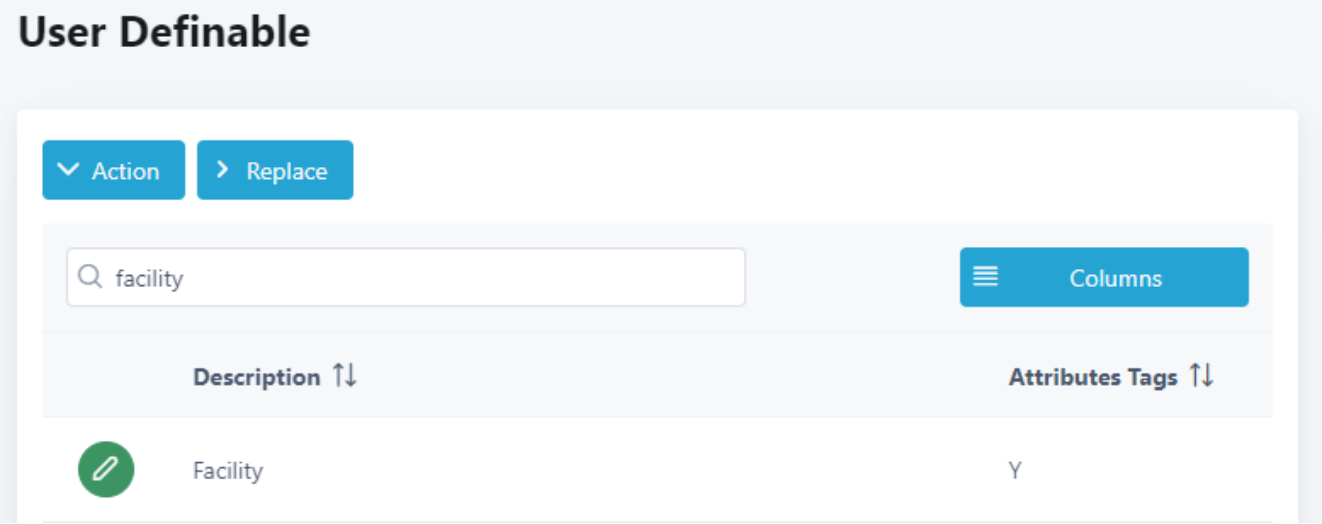
2. The User Definable screen displays.



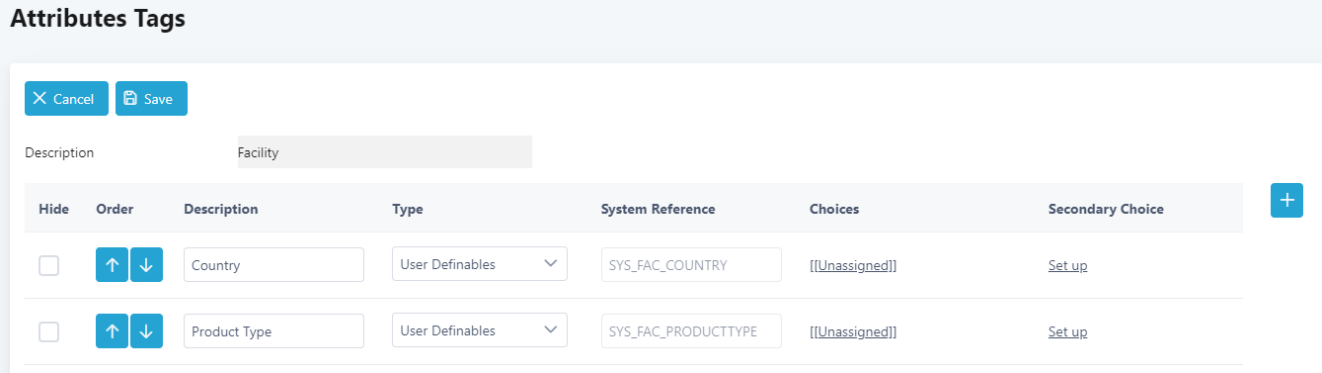
3. Look in the list with attribute tags = “Y”.



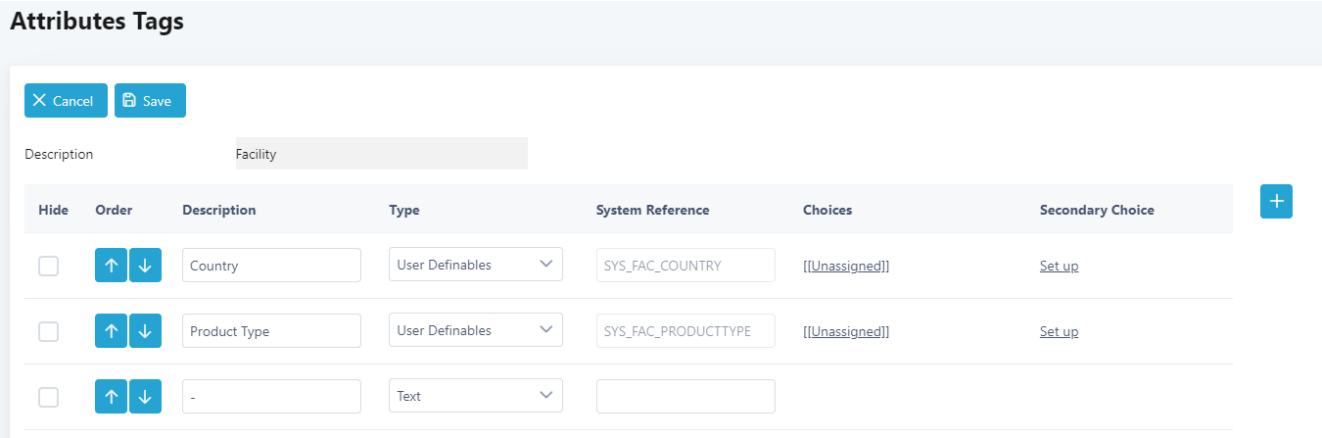
4. In this example, Facility is chosen. Click on the Edit button next to the description.



5. The “Attribute Tags” screen of Facility displays.



6. Click Add button to add new user attribute field.



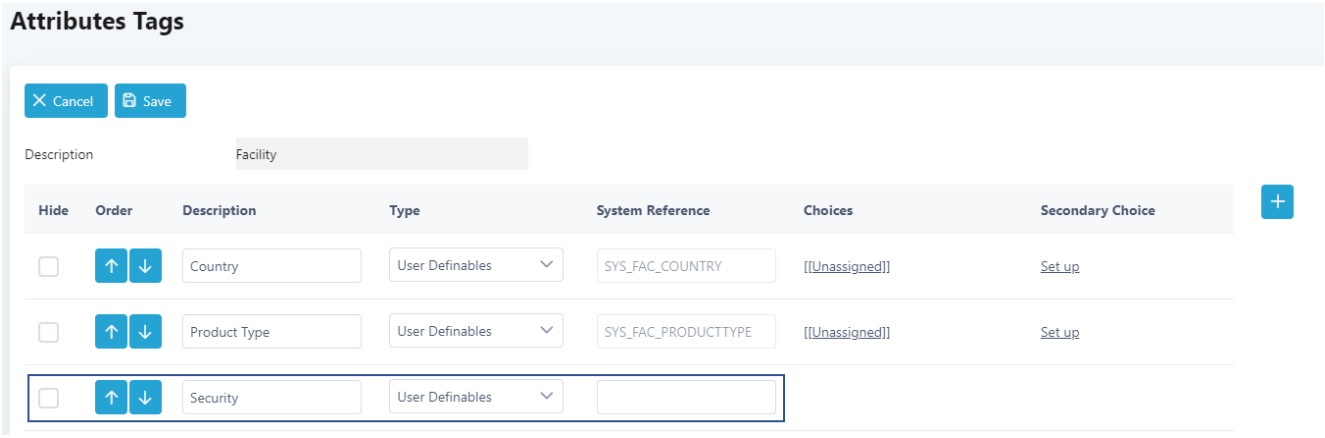
7. Key in the field caption under Description field.

8. Then, choose the types of field you wish to create in the Type drop down field.

The field types that you can select are as follows:

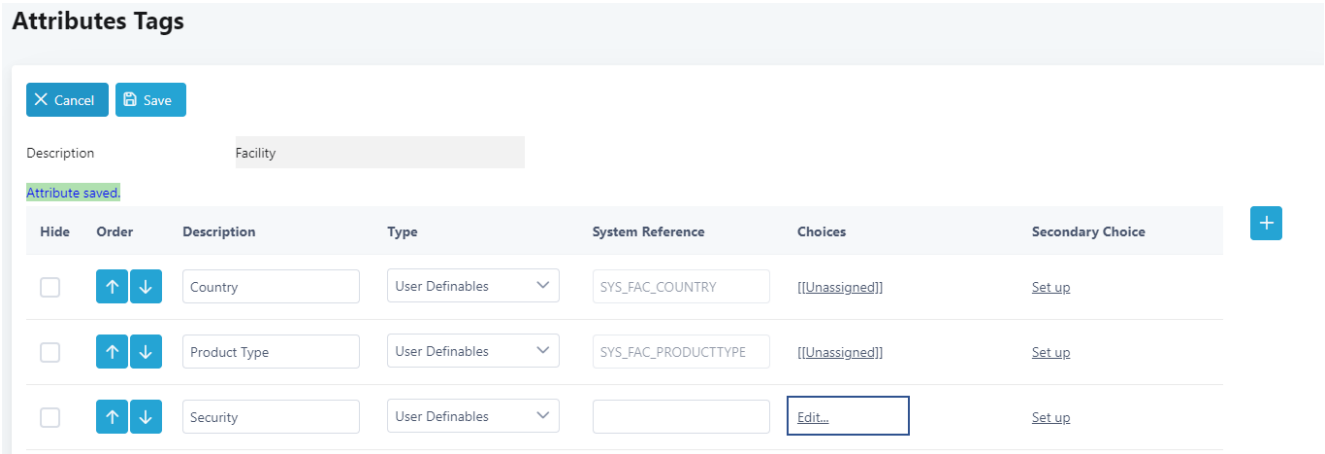
Type	Description
Date	This is a date type field.
Double	This is a double type field.
Integer	This is an integer type field.
Text	This is a text field.
User Definables	This is drop down selection field.

9. In this example, User Definables type is chosen.

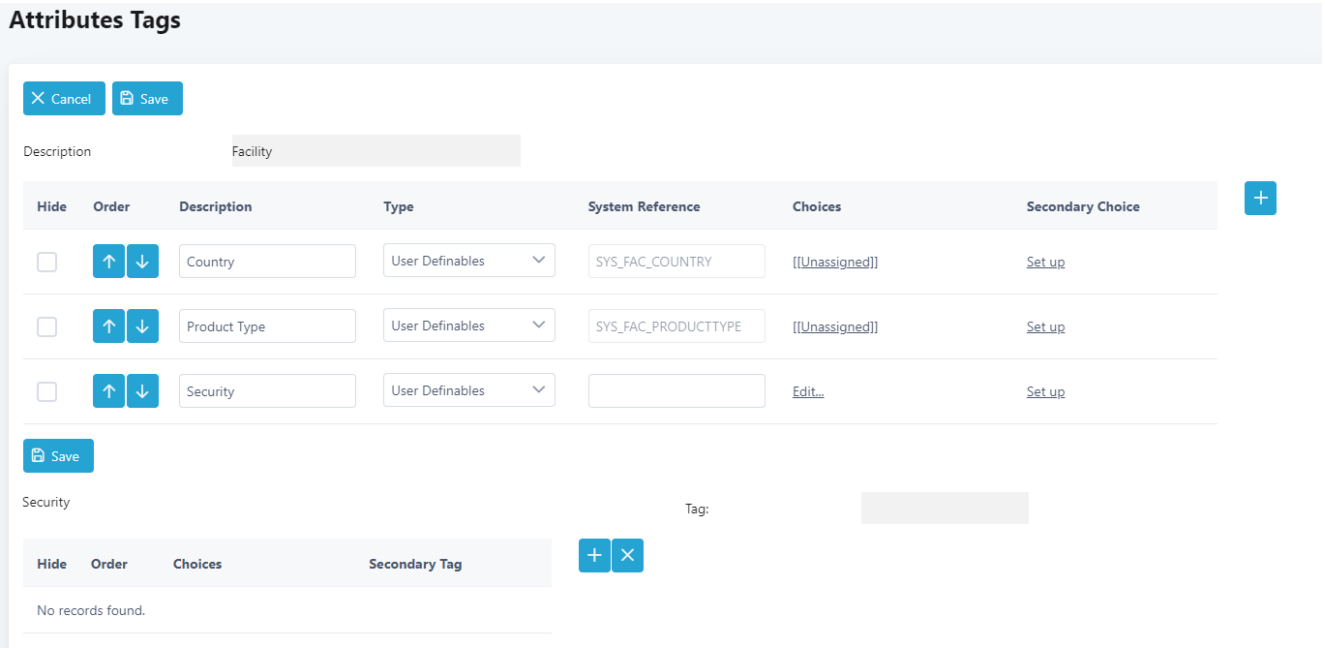


10. Click Save.

11. Next, to create the selection choices for the user attribute field, click on Edit.

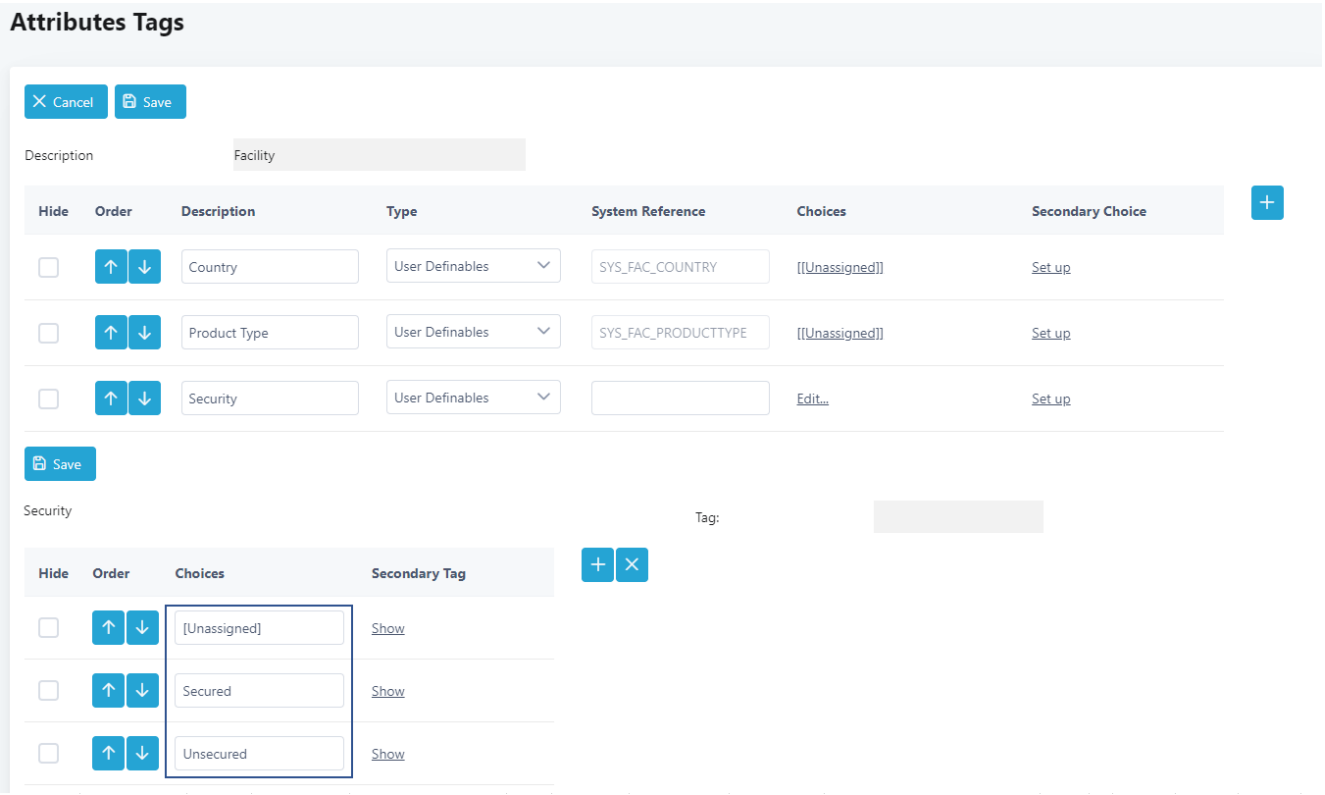


12. A section will appear underneath to maintain the choices for this attribute field.



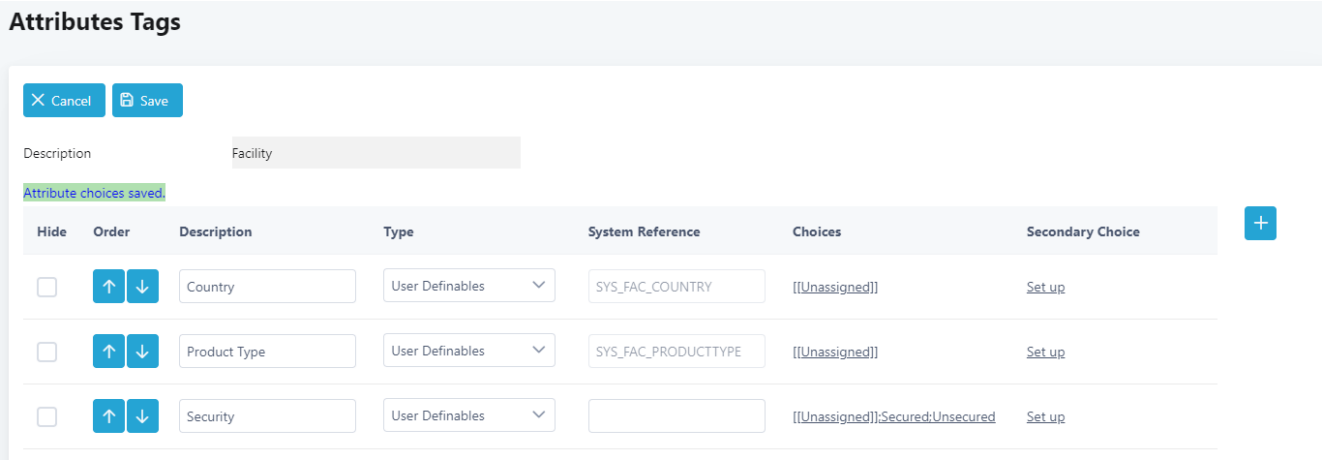
13. Click Add button to add the choices.

14. Always key in “[Unassigned]” as the first choice, then followed by the other choices. This is so that [Unassigned] will appear as the first choice in the newly created user attribute field.



15. Click Save when completed.

16. You will see a message showing attribute choices are saved.



17. Click on Cancel button to return to User Definable screen.

18. Navigate to Set Up > Risk > Facility.

19. The system will show the new user attributes field in the New and Amend Facility screen. See example in the Amend Facility screen below. Attribute fields are in teal colour.

Amend Facility

Cancel | Save | Limit | Accessibility | Covenants | Fees | Syndication | Security | History | Preference | File/Note

Facility Type*	Working Capital
Short Name*	CITI-SG < TFS-SG
Acct Cntr*	TFS-SG
Borrow/Lend*	Borrow
Counterparty*	CITI-SG
Grant Date*	01/01/2010
Draw By Date	dd/mm/yyyy
Maturity Date*	31/12/2050
Check Trade MDate?	☐
Committed*	No
Ann. Fee Rate(%)*	0.000000
Show Advance	☑
Status	Open
Rate Type	-
Rate Basis	Libor 3 mth
Margin(%)*	0.000000
Guarantor	
Trustee	
Trust Date	dd/mm/yyyy
Collateral Value	
Country	[Unassigned]
Product Type	[Unassigned]
Security	[Unassigned]
Description	
Purpose	-
Other Info	-

Guarantee

Guarantor	
Trade ID	

Note: User attribute fields are not standard fields in the system, hence any user attribute fields created will not be shown in the standard reports with the exception in some of the facility reports that allow report to be grouped by user attribute fields but limited to three dimensions only, e.g. Facility Master (Rpt1627).

Facility Master

Cancel | Action

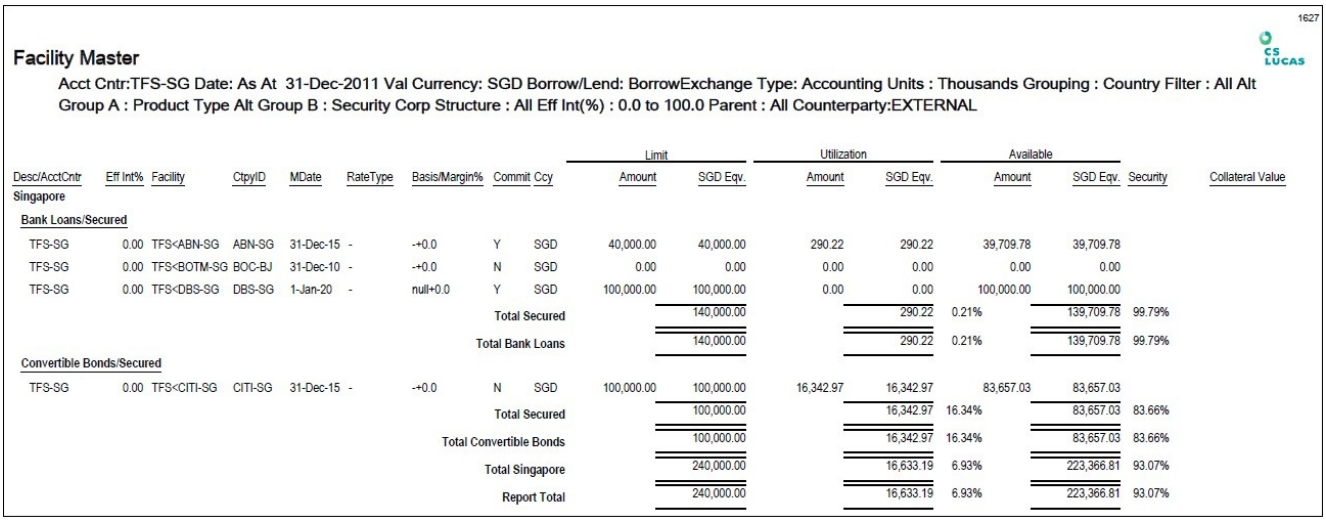
Acct Cntr*	TFS-SG
As At Date*	31/12/2011
Report Ccy*	SGD
Borrow/Lend*	Borrow
Rate Type*	Accounting
Unit*	Thousands

Filter & Group

Grouping	Country
Filter	
Alt Group A	Product Type
Alt Group B	Security

Corp Structure

Corp Structure	
Eff Int(%)	-
Parent	
Counterparty	[ALL EXTERNAL]



1627

Facility Master

Acct Cntr:TFS-SG Date: As At 31-Dec-2011 Val Currency: SGD Borrow/Lend: BorrowExchange Type: Accounting Units : Thousands Grouping : Country Filter : All Alt Group A : Product Type Alt Group B : Security Corp Structure : All Eff Int(%) : 0.0 to 100.0 Parent : All Counterparty:EXTERNAL

									Limit		Utilization		Available			
Desc/AcctCntr	Eff Int%	Facility	CtpyID	MDate	RateType	Basis/Margin%	Commit	Ccy	Amount	SGD Eqv.	Amount	SGD Eqv.	Amount	SGD Eqv.	Security	Collateral Value
Singapore																
Bank Loans/Secured																
TFS-SG	0.00	TFS<ABN-SG	ABN-SG	31-Dec-15	-	-+0.0	Y	SGD	40,000.00	40,000.00	290.22	290.22	39,709.78	39,709.78		
TFS-SG	0.00	TFS<BOTM-SG	BOC-BJ	31-Dec-10	-	-+0.0	N	SGD	0.00	0.00	0.00	0.00	0.00	0.00		
TFS-SG	0.00	TFS<DBS-SG	DBS-SG	1-Jan-20	-	null+0.0	Y	SGD	100,000.00	100,000.00	0.00	0.00	100,000.00	100,000.00		
								Total Secured		140,000.00		290.22	0.21%	139,709.78	99.79%	
								Total Bank Loans		140,000.00		290.22	0.21%	139,709.78	99.79%	
Convertible Bonds/Secured																
TFS-SG	0.00	TFS<CITI-SG	CITI-SG	31-Dec-15	-	-+0.0	N	SGD	100,000.00	100,000.00	16,342.97	16,342.97	83,657.03	83,657.03		
								Total Secured		100,000.00		16,342.97	16.34%	83,657.03	83.66%	
								Total Convertible Bonds		100,000.00		16,342.97	16.34%	83,657.03	83.66%	
								Total Singapore		240,000.00		16,633.19	6.93%	223,366.81	93.07%	
								Report Total		240,000.00		16,633.19	6.93%	223,366.81	93.07%	

FREQUENTLY ASKED QUESTIONS

RELATED INFORMATION

How to Create User Definable Field

CHANGE HISTORY

Date	By	Changes
28-Jan-2016	TS	Created.
25-Aug-2018	Silpa	Updated Step 1, 17.
27-Nov-2019	Lyra	Updated screenshots.
29-Mar-2023	TS	Updated to W6 instructions and screenshots.