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PREFACE

PURPOSE

The purpose of this document is to describe how to use the TCS functions for funds that are available to TCS trading members and fund managers through the TCS-Web Interface.

RECOMMENDED BROWSER CONFIGURATION

To fully benefit from the TCS-Web application, Euronext recommends using Internet Explorer 5.01 or higher.

WHAT'S NEW?

The following lists only the most recent modification made to this revision/version. For the Document History table, see the Appendix.

REVISION NO./ VERSION NO.	DATE	AUTHOR	CHANGE DESCRIPTION
5.20.0	17 Nov 2022	Euronext IT, BA Team	<ul style="list-style-type: none"> - Removed all fields and mentions related to Settlement Period - This value is no longer user modifiable
5.16.0	1 Jun 2022	Euronext IT, BA Team	<ul style="list-style-type: none"> - Introduced <i>Trade Unique Identifier (TUI)</i> as identifier of a Trade Matched - <i>ID</i> is renamed into <i>Declaration ID</i> - Updated URL for TCS Prod and TCS EUA environment. - Updated Section 2. Getting Started with 2FA login methods: <ul style="list-style-type: none"> o Added section 2.1 Password Reset o Added section 2.2.1 2FA login method : TOTP or RSA and two subsections TOTP login method & RSA login method o Added section 2.2.2 How to change the 2FA (Two-Factor Authenticator) method - Updated Section Funds Trading 4.2 Enter a Fund Declaration with Trading Capacity, Short codes & MiFID Indicators references and print screens. - Updated Section Funds Management 5.2 Enter a Fund Declaration with Trading Capacity, Short codes & MiFID Indicators print screens. - Updated Funds Trading 4.5 Preferences section. - Updated Funds Management 5.6 Preferences section.
2.3	27 Jul 2021	Euronext IT, BA Team	<ul style="list-style-type: none"> - Updated section "2.1 Logging In": change in web site address: Production environment: https://tcs-p.euronext-net.com becomes https://tcs-p.euronext.com EUA environment: https://tcs-h.euronext-net.com becomes https://tcs-h.euronext.com
2.2	5 Jan 2015	KJA	Updated with BIC.

ASSOCIATED DOCUMENTS

The following lists the associated documents, which either should be read in conjunction with this document, or which provide other relevant information for the user:

- Euronext Cash Markets - TCS Web Access - User Guide (for Euronext members who use the TCS-Web Interface to access the central TCS application and want to use the declaring functionalities)

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1. OVERVIEW OF THE TCS NAV TRADING FACILITY

TCS can be used by broker or fund manager to trade on the investment funds, through the dedicated feature called the "NAV Trading Facility".

This new facility replaces the "Euronext Fund Service".

Authorised trading members can use the TCS-Web Interface to send their orders to the central TCS application. The TCS application collects all the orders (also referred to as declarations) for the different funds and sends them to the respective fund managers.

The fund manager may then either:

- Reply to these declarations
- Refuse these declarations

This can be done individually or en masse.

The fund manager can also update the relevant NAV +/-, and if he also has a broker capacity he can enter orders on his own funds and on other funds.

Key TCS terms are defined below:

- **NAV +/-**: net asset value (NAV) adjusted by a surcharge or discount covering the direct costs related to the net in- or -outflow of the fund
- **Fixed cut-off time**: orders entered before the fixed cut-off time (T-1) are executed on the following trading day (T).
- **Additional period**: time in which the fund manager must accept the declarations, so that they can be traded on trading day T.
- **Matching time**: the time at which pre-matched trades become matched trades
- **Pre-matched trade**: an order that has been accepted by the fund manager

2. GETTING STARTED

This section explains how to start the TCS-Web Interface so that you can communicate with the central TCS application.

More precisely, it tells you how to:

- Reset your password
- Log in
- Log out

Note that:

- Your user ID and pin-code and SecurID® card are given to you by the Euronext Market Services Customer Access Services, cas@euronext.com
- For any support, you can contact as well the Euronext Market Services Customer Technical Support Group on clientsupport@euronext.com.

To fully benefit from the TCS-Web application, Euronext recommends using Chrome.

2.1 PASSWORD RESET

A new window allowing user password will appear (**this password will be needed for all future connections**).

Password should be at least 8 characters length, and must contain 1 Upper case, 1 lower case, 1 digit and special character **#\$&()+-./;<=>@[]^_{}? !%**



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A2F Configuration > Change password

The screenshot shows a web browser window with a light blue header bar containing the text "A2F Configuration > Change password" and a small printer icon on the right. The main content area is white and contains a login form. The form has a small icon of a computer monitor with a padlock on the left. To the right of the icon are four input fields: "login" (containing "00000121"), "current_password", "new_password", and "password_confirmation". A "Submit" button is located at the bottom right of the form.

2.2 LOGGING IN

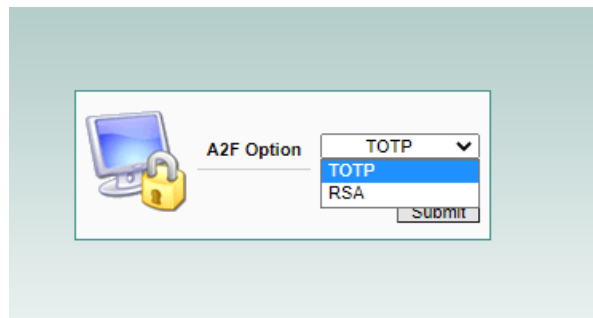
To log in to the central TCS application via the TCS-Web Interface:

1. Go to the following URL in your web browser:

- Production environment : <https://tcs-prod.euronext.com>
- Test (EUA) environment : <https://tcs-eua.euronext.com>

2.2.1 2FA login method : TOTP or RSA

The following page appears, allowing you to select the authentication method to be used to login in the TCS-Web Interface. You will have to choose either **TOTP** or To log in to the Funds



2.2.1.1 TOTP login method

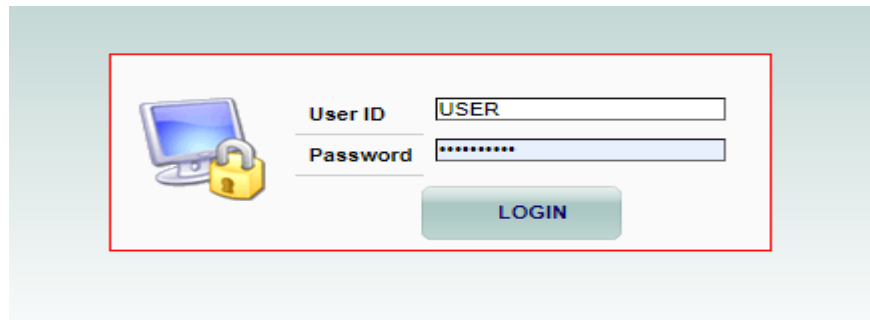
- 1- If **TOTP** login method is chosen, the following page appears with a **QR Code generated** with an additional Alphanumeric Code. You can scan the **QR Code** on your mobile phone thanks to **the Microsoft Authenticator application**.

The code will be generated in your TOTP application (Microsoft Authenticator) and updated every 30 seconds. This code will be used to log in to the TCS Web GUI.

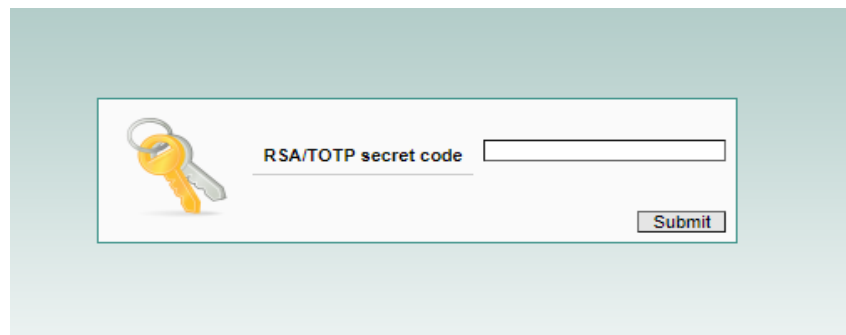


- 2- After the password reset, and QR Code scanned, please select the language to be used in the TCS-Web Interface

- 3- Click English to access the TCS-Web Interface in English, Français to use the TCS-Web Interface in French.
- 4- When the TCS log-in page appears,
 - a. type in your **user ID** (max eight characters) and your newly set **password**.

A screenshot of the TCS login page. It features a light blue background. On the left, there is an icon of a computer monitor with a yellow padlock in front of it. To the right of the icon, there are two input fields. The first is labeled 'User ID' and contains the text 'USER'. The second is labeled 'Password' and contains a series of dots. Below these fields is a blue button with the word 'LOGIN' in white capital letters. The entire login area is enclosed in a thin red rectangular border.

- b. You will then be asked to enter the code generated by the TOTP application – 6 digits

A screenshot of the TCS page for entering the RSA/TOTP secret code. It has a light blue background. On the left, there is an icon of a yellow key. To the right of the icon, there is a label 'RSA/TOTP secret code' followed by a text input field. Below the input field is a small button labeled 'Submit'.

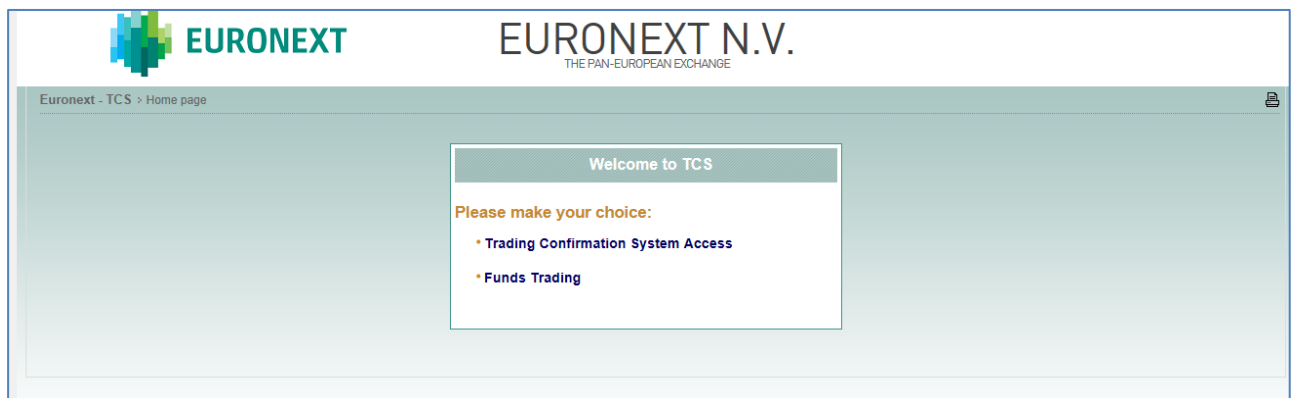
Remark: For all future connections, users must log in with their **User ID + Password + Code** (code from TOTP application = 6 digits).

- 5- Click **Submit** to verify your TOTP code.

If you make a mistake when entering your login information, your request is rejected and the TCS log-in page reappears for you to try again.

NB: On the TCS-Web platform, you have only 10 chances to log in. After this, the TCS application will not accept further log-in attempts. This applies only to the TCS-Web application

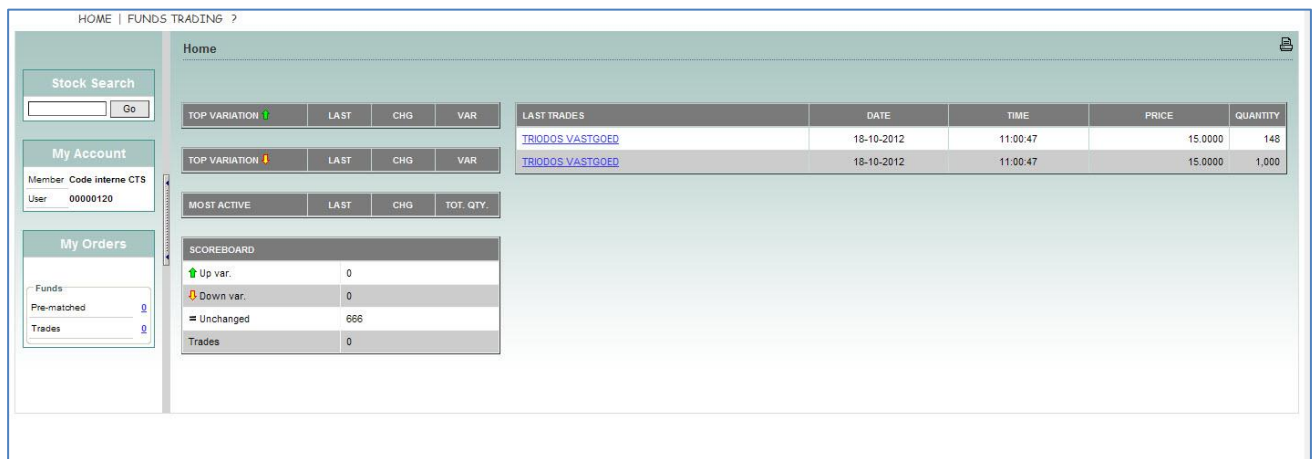
The following window appears:



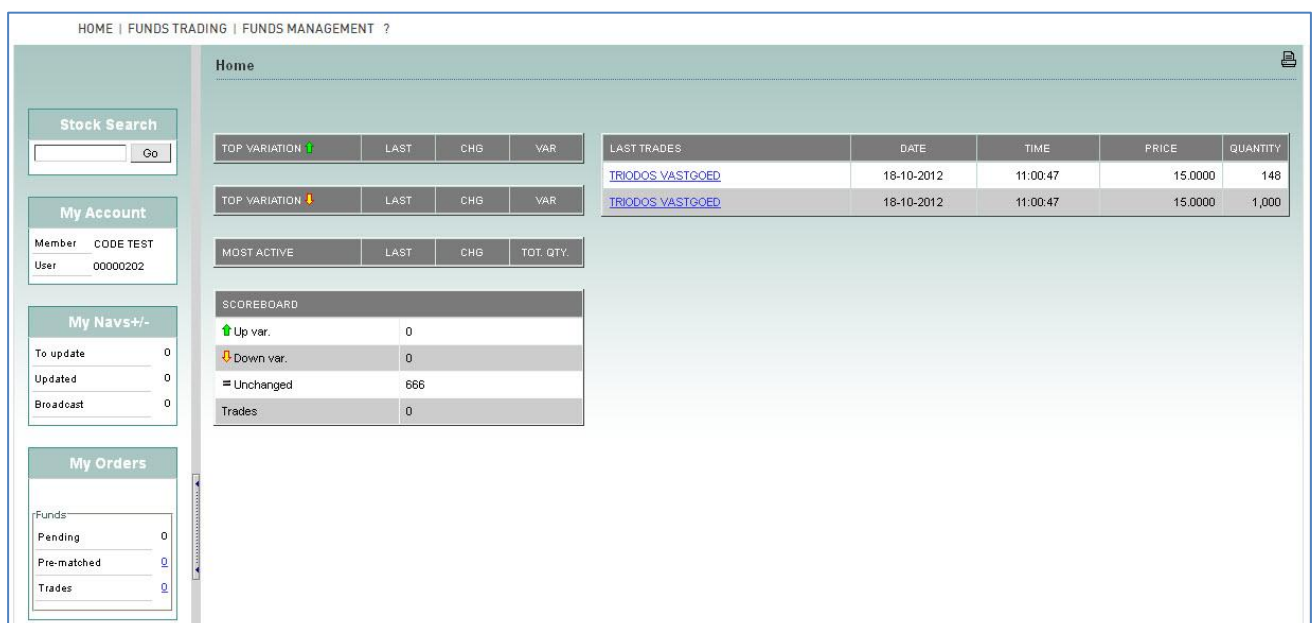
You are now given the choice between TCS Access or the Funds Trading.

6- Choose the Funds Trading.

- If you are a broker, the following page is displayed:



- If you are a fund manager, the following page is displayed:



(For Trading Confirmation System Access refer to the TCS Web Access User Guide for Euronext members who use the TCS-Web Interface to access the central TCS application and want to use the declaring functionalities.)

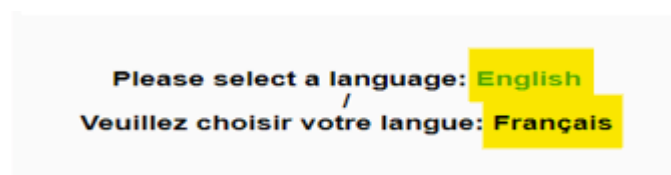
2.2.1.2 RSA login method

(Note that this will be a temporary solution until the RSA token expires)

- 1- If **RSA** login method is chosen, a new window allowing the user to reset their password will appear (cf [Password Reset](#) section). If this step was already done, please go to Step 2.

Remark: Clients will be able to connect to TCS Web Services with their RSA SecurID® card **until its expiry**. For Your Information, after the card has expired, **the user will not have access to TCS Web Services** therefore CAS cas@euronext.com team will need to reset their 2FA solution in order for the user to choose the **TOTP solution**.

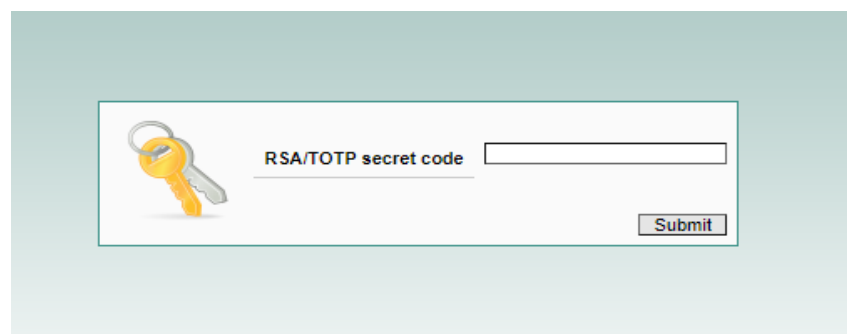
- 2- After the password reset, please select the language to be used in the TCS-Web Interface.



- 3- Click English to access the TCS-Web Interface in English, Français to use the TCS-Web Interface in French.
- 4- When the TCS log-in page appears,
 - a. type in your **user ID** (max eight characters) and your newly set **password**.



- b. You will then be asked to enter the RSA secret code – 12 digits code. (PIN + RSA SecurID® card code)

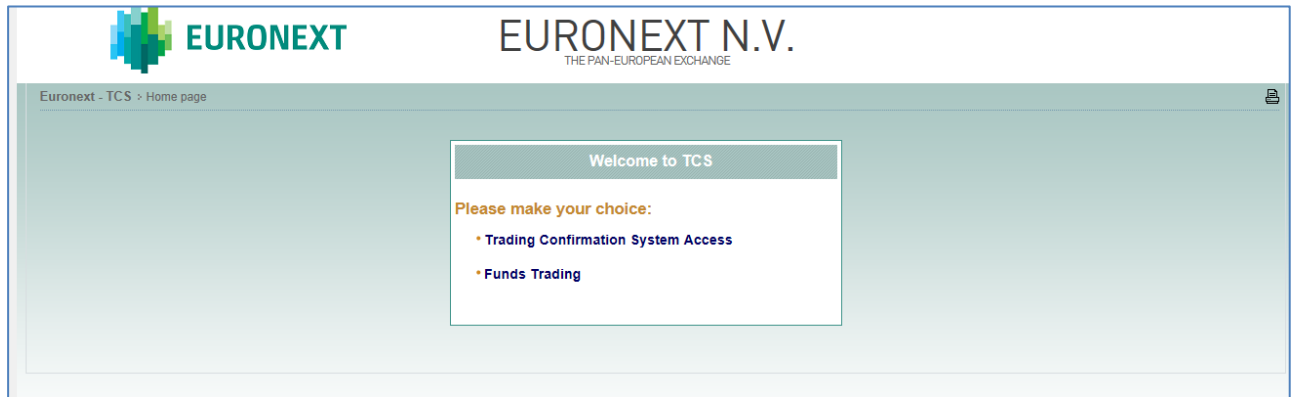


- 5- Click **Submit** to verify your ID and RSA code.

If you make a mistake when entering your login information, your request is rejected and the TCS log-in page reappears for you to try again.

NB: On the TCS-Web platform, you have only 10 chances to log in. After this, the TCS application will not accept further log-in attempts. This applies only to the TCS-Web application

The following window appears:



You are now given the choice between TCS Access or the Funds Trading.

6- Choose the Funds Trading.

– If you are a broker, the following page is displayed:

HOME | FUNDS TRADING ?

Stock Search

Go

My Account

Member Code interne CTS
User 00000120

My Orders

Funds
Pre-matched 0
Trades 0

Home

TOP VARIATION	LAST	CHG	VAR
TOP VARIATION	LAST	CHG	VAR

LAST TRADES	DATE	TIME	PRICE	QUANTITY
TRIODOS VASTGOED	18-10-2012	11:00:47	15.0000	148
TRIODOS VASTGOED	18-10-2012	11:00:47	15.0000	1,000

MOST ACTIVE	LAST	CHG	TOT. QTY.
MOST ACTIVE	LAST	CHG	TOT. QTY.

SCOREBOARD	
Up var.	0
Down var.	0
Unchanged	666
Trades	0

- If you are a fund manager, the following page is displayed:

The screenshot displays the 'Home' page of the Euronext TCS NAV Trading Facility. The page is divided into a sidebar on the left and a main content area on the right.

Sidebar:

- Stock Search:** A search bar with a 'Go' button.
- My Account:** Displays 'Member CODE TEST' and 'User 00000202'.
- My Navs+/-:** A table showing navigation counts:

To update	0
Updated	0
Broadcast	0
- My Orders:** A table showing order counts:

Funds	
Pending	0
Pre-matched	0
Trades	0

Main Content Area:

- Home:** The main heading.
- TOP VARIATION:** A table with columns: LAST, CHG, VAR.
- LAST TRADES:** A table with columns: DATE, TIME, PRICE, QUANTITY. It shows two trades for 'TRIADOS VASTGOED' on 18-10-2012 at 11:00:47, with prices of 15.0000 and quantities of 148 and 1,000.
- MOST ACTIVE:** A table with columns: LAST, CHG, TOT. QTY.
- SCOREBOARD:** A table showing market status:

Up var.	0
Down var.	0
Unchanged	666
Trades	0

(For Trading Confirmation System Access refer to the TCS Web Access User Guide for Euronext members who use the TCS-Web Interface to access the central TCS application and want to use the declaring functionalities.)

2.2.2 How to change the 2FA (Two-Factor Authenticator) method

When the user decides to reset their 2FA (Two Factor Authenticator), they must contact **By Phone** Euronext Customer Access Services and provide their Identifier code on 12 digits.

Contact :

CAS cas@euronext.com, +33 1 85 14 85 89.

2.3 LOGGING OUT

To log out, select Home and click the log out button. You must use the log out button to disconnect when you have finished using TCS-Web. If you do not log out and simply close your web browser, TCS still considers you as connected, and you may only reconnect after one hour has elapsed.

3. HOME MENU

The home menu is accessible to both brokers and fund managers.

3.1 HOME PAGE

To access the home page, choose **Home > Home Page**. The following page is displayed:

The screenshot displays the 'Home' page of the TCS NAV Trading Facility. The page is divided into several sections:

- Stock Search:** A search bar with a 'Go' button.
- My Account:** Displays 'Member CODE TEST' and 'User 00000202'.
- My NAV +/-:** A table showing counts for 'To update' (0), 'Updated' (0), and 'Broadcast' (0).
- My Orders:** A table showing counts for 'Funds Pending' (0), 'Pre-matched' (0), and 'Trades' (0).
- TOP VARIATION:** A table with columns 'LAST', 'CHG', and 'VAR'.
- LAST TRADES:** A table with columns 'DATE', 'TIME', 'PRICE', and 'QUANTITY'. It shows two trades for 'TRIODOS VASTGOED' on 18-10-2012 at 11:00:47, with prices of 15.0000 and quantities of 148 and 1,000.
- SCOREBOARD:** A table showing 'Up var.' (0), 'Down var.' (0), 'Unchanged' (666), and 'Trades' (0).

The home page contains different information such as:

- **Top variation:** highest positive and negative changes
- **Last trades**
- **Scoreboard**
- **Stock search:** search by entering (a part) of the name, mnemonic code or ISIN code
- **My account:** gives your name and user number. There is also a link to your personal watchlist.
- **My NAV +/-s:** (only for fund managers)
 - Number of NAV +/-s that need updating, with a direct link
 - Number of updated NAV +/-s, with a direct link
 - Number of broadcast NAV +/-s, with a direct link
- **My orders:** (only for fund managers)
 - Number of pending orders with a direct link
 - Number of pre-matched orders with a direct link
 - Number of trades with a direct link

3.2 STOCK SEARCH

With the help of the **stock search** function, you can find a specific fund and view its details.

3.2.1 Searching for a Fund

To view basic reference data for an instrument or a fund (such as name, stock code, and mnemonic), today's opening, high, low and last TCS prices for the instrument, and whether the instrument is authorized on TCS, use the Stock Search function.

You can also use Stock Search to find the stock code for an instrument or fund, to add an instrument or fund to a watchlist, and/or to display the Instrument Details page.


To view one or more instruments:

1. On the Home page in the Stock Search box, enter all or part of the stock name, stock code, or mnemonic (upper- and lower-case characters are accepted), and click Go. Or to display all instruments, enter % and click Go (however, this might take a certain length of time).

The Stock Search Results page appears, displaying all instruments that match your search criteria. (If you enter a string of characters like ABC, TCS displays all instruments or funds for which the string appears anywhere in the stock name, stock code, or mnemonic.)

HOME FUNDS TRADING FUNDS MANAGEMENT ?										
Stock search > Results										
22377 Instrument(s) - Pages << 1 2 3 4 5 6 7 8 9 10 >>										
Name	Stock code	Mnemonic	Instrument type	Trading basis	Open	High	Low	Last	Authorized	
=	FR3456789011		tcn	By part	0.0000	0.0000	0.0000	0.0000		
= *ElecArg ADSb	BL0071684973		Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
= *Knightsb prv rmb	BL0012053585		Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
= *TorayInd BDR	GB0008968231		Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
↓ 1000MERCIS	FR0010285985	ALMIL	Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
= 11 CITIESB 5,75%62	XS0151887584		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= 11CITI 2A 5,044%71	XS0178720107		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= 11CITI2B 5,20%71	XS0178720382		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= 11CITI2C 5,7%71	XS0178720446		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= 11CITIES C 6,3%62	XS0151890372		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= 11CITIESA 5,202%62	XS0151880142		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= 1855	FR0004168243	AL185	Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
↓ 4ENERGY INV (D)	BE0003888089	ENIN	Ordinary stock RM	By part	0.0000	0.0000	0.0000	0.0000		
= 4ENERGY STR (D)	BE0005825988	ENIN	Ordinary stock RM	By part	0.0000	0.0000	0.0000	0.0000		
= 5EME SAISON (D)	BE0003889095	SAIS	Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
= 5SN 08-13 1000 (D)	BE0002162288	SAISO	Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= 9CGTL 40C 1208S	FR0010528810	2974S	Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
= A BERG HY 0%13	XS0224658483		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= A ET CO	FR0000075160	MLACO	Free or Radiate	By part	0.0000	0.0000	0.0000	0.0000		
= A TOUTE VITESSE	FR0010050773	MLATV	Free or Radiate	By part	0.0000	0.0000	0.0000	0.0000		
= A-DAM ALL STOCKS	NL0000249100	AAX	Nav+/-	By part	0.0000	0.0000	0.0000	0.0000		
= A.B FOODS	GB0006731235		Ordinary stock RM	By part	0.0000	0.0000	0.0000	0.0000		
= A.B FOODS	SPL000026124		Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
= A.B FOODS	HFT000001017		Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
= A.S.T. GROUPE	FR0000076887	ASP	Ordinary stock RM	By part	0.0000	0.0000	0.0000	0.0000		
= A2A	IT0001233417		Ordinary stock RM	By part	0.0000	0.0000	0.0000	0.0000		
= A2A	SPL000029748		Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
= A2A	HFT000002288		Ordinary stock	By part	0.0000	0.0000	0.0000	0.0000		
= AAB 0%13	XS0225867422		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= AAB 6%09	NL0000121584		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= AAB 6%10	XS0110073177	AB6A	Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= AAB 6%10	NSCFR00AB6P8	AB6P	Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
↓ AAB 3,9%13	NL0000143998		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= AAB 4,7%19	NL0000122505		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= AAB 3,75%12	XS0267452927		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= AAB 4,31%PL	XS0248487457		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= AAB 3 1/4%13	XS0241183804		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= AAB 3 1/4%15	XS0230182338		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= AAB 4 1/4%16	XS0254035788		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		
= AAB 4 3/4%09	XS0098650475		Bonds	By percentage of the nominal	0.0000	0.0000	0.0000	0.0000		

The following information is displayed:

- **Name:** The name of the fund
- **Stock code:** The ISIN code of the fund
- **Mnemonic:** The mnemonic code of the fund
- **Instrument type**
- **Trading basis**
- **Open**
- **High**
- **Low**
- **Last**
- **Authorised:** green if authorised, red if forbidden
-  **Add to My watchlist icon.**

3.3 USING WATCHLISTS

To quickly access information about a subset of instruments (e.g. those that you trade or monitor daily), you can create one or more *watchlists*. Each watchlist displays basic instrument reference data (such as name, stock code, and mnemonic), high-level market information for the instrument (such as previous day closing price, capitalization, and number of shares on market) and whether the instrument is authorized on TCS. You can update and delete these watchlists as required.

From a watchlist, you can also display the Instrument Details page (see Section [Viewing Instruments and Instrument Details](#)).

Note: To display a slightly different set of information for an instrument, see Stock Search (Section [Stock Search](#)).

3.3.1 Viewing, Modifying, and Deleting a Watchlist

To view and modify a watchlist, select **Home > My Watchlist > My Watchlist**. The My Watchlist page is displayed.



Name	Stock code	Mnemonic	Last	Previous closing price	Capitalization	Number of shares	Number of trades	Authorized
Empty list								

Select the required List Name and click Go. The selected Watchlist is displayed.




The screenshot shows the 'My Watchlist' interface. At the top, there is a 'New list' button and a 'List name' dropdown menu set to 'CHL_Admin', with a 'Go' button next to it. Below this, the 'CHL_Admin' watchlist is displayed with 'Rename' and 'Delete' buttons. The main table lists four instruments with columns for Name, Stock code, Mnemonic, Last price, Previous closing price, Capitalization, Number of shares, Number of trades, Authorized status, and an action icon.

Name	Stock code	Mnemonic	Last	Previous closing price	Capitalization	Number of shares	Number of trades	Authorized	
EUUSD 1.47TL OPENZ	DE000CB3AB11	3607Z	0.0000	12	0	0	0	Authorized	
BEL20 MASTER UNIT	FR0000021842	BEL	0.0000	5555	0	0	0	Authorized	
VIRBAC	FR0000031577	VIRP	0.0000	10	0	0	0	Authorized	
DANONE	FR0000120644	BN	0.0000	33.22	0	0	0	Authorized	

Parameters are described below:

Parameter	Description
Name	The name of the fund
Stock code	The ISIN code of the fund
Mnemonic	The mnemonic code of the fund
Last	Today's last traded price on TCS. An increase in the last traded price from the previous closing price is shown in green, and a decrease is shown in red..
Previous closing price	The TCS closing price for the previous trading day.
	The direction of current price movements of the instrument--either increasing (up arrow), decreasing (down arrow) or unchanged (=).
Capitalization	The total market capitalization of this instrument.
Number of shares	The number of shares on the market for this instrument. This number is used in calculating the capitalization (above).
Number of trades	The number of recent trades on TCS
Authorized	Whether the instrument is authorized (green) or suspended (red) in TCS.
	Add to my watchlist

- To delete an instrument from the watchlist, click  in the right column, and then click OK to confirm.
- To rename the watchlist, click Rename to the left above the instrument list. Then on the Watchlist Rename page, type the new name, and click Rename.
- To delete the watchlist, click Delete to the left above the instrument list, and click OK to confirm.
- To view more details for an instrument (Instrument Details page; see Section [Viewing Instruments and Instrument Details](#)), click the link in the Stock Code column.


Note: To view basic instrument or fund reference data and the current trading state of the instrument or fund on Optiq and TCS (Instruments page), see Section [Stock Search](#). You can also forbid or authorize VWAP trading and forbid or authorize the instrument on TCS.

3.3.2 Creating a Watchlist and Adding Instruments or Funds

To *create* a new watchlist, do the following:

1. Select **Home > My Watchlist > Create New Watchlist**. Alternatively, you can click New List from the My Watchlist page (see Section 3.3.1). The Create New Watchlist page is displayed.
2. In the List Name field, enter a name for the list and click Create.

To add an instrument or fund in any existing watchlist, do the following:

1. Search for the instrument or fund using Stock Search (see Section [Stock Search](#)). The Stock Search Results page is displayed.
2. Click  for the given instrument or fund. The My Watchlist Details page is displayed.

My watchlist > Details

Stock code

NL0006273245

List name

KJA_TEST ▼

Add instrument

3. Select the List Name for the watchlist you just created, and click Add Instrument. The instrument or fund is added to your watchlist and saved in the database.
4. To add additional instruments or funds to the watchlist, repeat the above steps.

3.4 VIEWING INSTRUMENTS AND INSTRUMENT DETAILS

It is possible to view the details of a fund. There are several ways to consult them, but the procedure is always the same. In most windows you can find the stock code in blue and underlined. It can be the name or the ISIN code of the fund.

For example: TEST USER FUNDS NL0000289718

Click the name or the ISIN code and a page appears with several smaller windows.

3.4.1 Trade Intraday Statistics


Trade Intraday Statistics	
Last	0.0000
Previous closing price	15.0000
Variation 	-100.00 %
Open	0.0000
High	0.0000
Low	0.0000
Volume	0
Number of trades	0

The following information is displayed:

- Last: price of the last trade
- Previous closing price
- Variation
- Open

- High
- Low
- Volume
- Number of trades

3.4.2 Characteristics

Characteristics	
Stock code	NL0000079333
Cut off manager	RTS - CODE ISV
Confirmation manager	RTS - CODE ISV
Nav manager	RTS - CODE ISV
Mnemonic	TVG
Group ID	K9
Financial market	Amsterdam
Authorized	
Instrument type	Dutch funds
Trading basis	By part
Outstanding shares	4,018,087

The following information is displayed:

- Stock code: ISIN code of the fund
- Cut-of Manager
- Confirmation Manager
- NAV Manager
- Mnemonic: mnemonic code of the fund
- Group ID: name of the group
- Financial market
- Authorised: authorised if green, forbidden if red
- Instrument type
- Trading basis
- Outstanding shares: number of funds

3.4.3 Last Matched Trades

Last Matched Trades - View trades in this instrument			
Date	Time	Quantity	Price
18-10-2012	11:00:47	148	15.0000
18-10-2012	11:00:47	1,000	15.0000

Here you can consult the last five trades in this fund. The following data are displayed:

- Date
- Time

- Quantity
- Price

If you click View trades in this instrument, a page is displayed with all the trades in this fund.

3.4.4 Trade Statistics

Trades Statistics					
Date	Open	High	Low	Last	Volume
18-10-2012	15.0000	15.0000	15.0000	15.0000	1,148

Here you can consult the statistics of the days on which the fund was traded. It gives the following information on the trades.

- Date
- Open
- High
- Low
- Last
- Volume

There is also a price/volume chart displayed.

4. FUNDS TRADING

These functions are available for brokers and fund managers.

4.1 DECLARATION AND TRADE LIST

1. To view all your declarations, choose Funds Trading > Declaration and Trades List.
The following page appears:

Declaration ID	TUI	Date	Time	Type of Transaction	Status	Execution Date	Stock code	Cash amount	Number of fund units	Price	Buyer	Seller	BIC code
815701	CMSSXAAD	11-05-2022	16:11:50	Fund order in quantity	Trade matched	11-05-2022	PS FTSE RAFIUS1000	0.000000	1.031.560000	1.200000	00000000121	00000000074	
815700	CMSSXAAC	11-05-2022	16:11:44	Fund order in cash	Trade matched	11-05-2022	PS FTSE RAFIUS1000	123.456.000000	102.880.000000	1.200000	00000000121	00000000074	

All your declarations are displayed.

You can filter by:

- **Member:** to display all the declarations involving the specified member
 - **Stock code:** to display all the declarations for the specified code. You can filter by entering (a part of) the name, mnemonic code or ISIN code
 - **Trade origin**
 - **Transaction type:**
 - Fund order in cash
 - Fund order in quantity
 - **Trade status:** displays all declarations with the chosen status. The statuses available are:
 - Cancelled trade
 - Declaration cancelled
 - Declaration eliminated CE purge (CE: Corporate Event)
 - Declaration eliminated
 - Declaration pre-matched eliminated
 - Declaration rejected
 - Pending cancel by buyer
 - Pending cancel by seller
 - Pending valid by buyer
 - Pending valid by seller
 - Pre-matched eliminated CE purge (CE: Corporate Event)
 - Pre-matched
 - Trade matched
 - **Position of my member:**
 - Counterpart
 - Declaring member
 - **Date:** to display all the declarations of that day
 - **Time from:** begin time of your request given in the format hh:mm:ss
 - **Time to:** end time of your request given in the format hh:mm:ss
 - **Declaration ID:** identifier of the declaration
- NB: these filters can be combined. If the box is blank, it will take all possibilities.

The following details are given:

- Declaration ID: identifier of the declaration. You can see the details of the declaration by clicking the ID.
- TUI: Trade Unique Identifier assigned for Trade Matched
- Date: date of the declaration
- Time: time of the declaration
- Type of transaction
- Status
- Execution date: date on which the declaration should be executed
- Stock code: name of the fund. You can consult the fund details by clicking on the stock code.
- Total cash amount: for a fund order in cash
- Number of fund units: for a fund order in quantity
- Price: the price for the matched declarations, otherwise 0
- Buyer
- Seller
- BIC Code. Bank Identifier Code of counterparty.
- Total cash amount buyer: total cash amount on the buy side for this member
- Number of fund units buyer: total of fund units on the buy side for this member
- Total cash amount seller: total cash amount on the sell side for this member
- Number of fund units seller: total of fund units on the sell side for this member

NB: Your selection can be printed by clicking the print icon .

Your selection can be extracted to an Excel file by clicking the Excel icon .

4.2 ENTER A FUND DECLARATION

To enter a fund declaration, select Funds Trading > Enter declaration

The following page is displayed.

Funds Trading > Enter Declaration

Declaring member RTS - CODE ISV		Counterpart		Investment Decision Within Firm ShortCode	
				Execution Within Firm ShortCode	
				Client Identification ShortCode	
Stock code Instrument Name		Standard settlement <input checked="" type="checkbox"/>		Investment Decision Algorithm Indicator No	
Transaction Type		Settlement No		Execution Algorithm Indicator No	
Total cash amount		Guarantee		DEA Indicator No	
Number of fund units		Settlement period		Commodity Derivative Indicator No	
Side		Account number			
Origin Liquidity provider		Clearing mode			
Trading Capacity		"On behalf" member			
Comment					
BIC code					
<input type="button" value="Validate"/>					

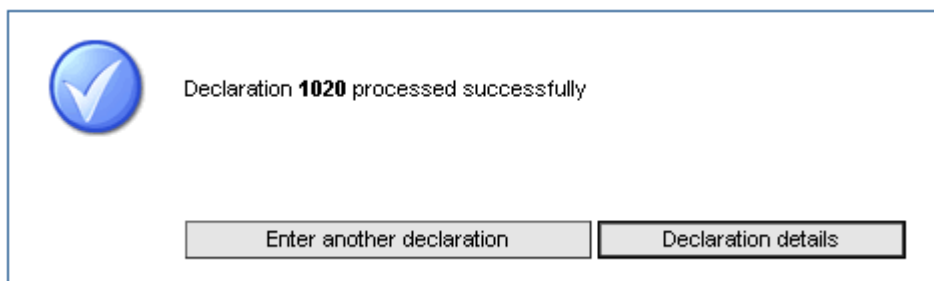
The **Declaring Member** field is predefined.

The other fields must be filled in.

- **Counterpart:** will be displayed when the stock code is entered
- **Stock code:** you can enter the beginning of the name, mnemonic or ISIN code. A drop-down list appears automatically with the different possibilities.
- **Transaction type:** you can choose between
 - Fund order in cash
 - Fund order in quantity
- **Total cash amount:** the cash amount must be entered as a whole number (integer). This is only available for a fund order in cash
- **Number of fund units:** enter the number of units that you want to trade. This is only available for a fund order in quantity
- **Side:** buy or sell
- **Origin**
 - Client
 - Liquidity provider: only allowed for fund managers
 - House
 - Related party
- **Trading Capacity.** Mandatory.
 - Dealing on own account (DEAL)
 - Matched principal (MTCH)
 - Any other capacity (AOTC)
- **Comment:** (optional) free field for any comments, can be up to 18 characters
- **BIC Code:** Bank Identifier Code of counterparty
- **Standard settlement:** Ticking the standard settlement box will immediately set the Settlement to Yes, the Guarantee to Yes, and the Settlement Period to 00 (00 is the code for the standard settlement delay of 3 days).
- **Settlement**
 - Yes: the trade must be settled by Euroclear
 - No: the trade must not be settled by Euroclear
- **Guarantee**
 - Yes: the trade must be guaranteed by LCH.Clearnet
 - No: the trade is not guaranteed
- ~~Settlement period: number of days in which the trade must be settled. If blank or 0, the default settlement period of 3 days is used.~~
- **Account number:** (optional) free field of 12 characters

- “On behalf” member: the member for who the declaring member is acting.
- Investment Decision Within Firm ShortCode (optional). It must be filled if one of below conditions is satisfied :
 - Mandatory if Side = Buy Or Sell AND (Origin in (Liquidity Provider, Related Party, House)) AND DEA Indicator = No
 - Mandatory if Investment Decision Algorithm Indicator = Yes
- **Execution Within Firm ShortCode.** Mandatory.
- Client Identification ShortCode (optional). It must be filled if below condition is satisfied :
 - Mandatory if Origin = Client OR DEA Indicator = Yes
- **MiFID Indicators.** Mandatory. Set to **No** by default.
 - Investment Decision Algorithm Indicator
 - Execution Algorithm Indicator
 - DEA Indicator
 - Commodity Derivative Indicator

Then click the validate button. The following window appears:



From this window you can either consult your declaration details or enter another declaration.

4.3 CANCEL A DECLARATION

You can cancel your declaration using the declaration details page.

To view your declaration details:

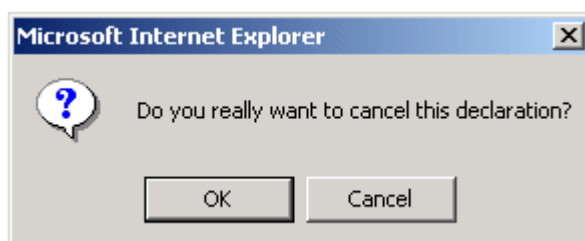
1. Select Fund Declaration and Trades list.
2. Click the Declaration ID of the declaration that you want to cancel. The following page is displayed:

Declaration ID	815767	Transaction Type	Fund order in cash
TUI		Status	Pending valid. by seller
Date	25-05-2022	Declaring member	Code interne CTS MM
Time	12:24:21	Status detail	
Euroclear Tech. Feedback			
Stock code	PS FTSE RAFIUS1000	Settlement	Yes
Cash amount	50.000000	Guarantee	Yes
Number of fund units	0.000000	Settlement period	0
Settlement amount			
Buyer	Code interne CTS MM	Seller	RTS - CODE ISV
Origin	Client	Origin	-Hidden info-
Trading Capacity	Dealing on own account (DEAL)	Trading Capacity	-Hidden info-
Account number		Account number	-Hidden info-
Clearing mode		Clearing mode	-Hidden info-
"On behalf" member	Code interne CTS MM	"On behalf" member	
Comment		Comment	-Hidden info-
BIC code		BIC code	-Hidden info-
Access type	TCS Screen	Access type	-Hidden info-
Investment Decision Within Firm ShortCode		Investment Decision Within Firm ShortCode	-Hidden info-
Execution Within Firm ShortCode	48	Execution Within Firm ShortCode	-Hidden info-
Client Identification ShortCode	1215	Client Identification ShortCode	-Hidden info-
Investment Decision Algorithm Indicator	No	Investment Decision Algorithm Indicator	-Hidden info-
Execution Algorithm Indicator	No	Execution Algorithm Indicator	-Hidden info-
DEA Indicator	No	DEA Indicator	-Hidden info-
Commodity Derivative Indicator	No	Commodity Derivative Indicator	-Hidden info-
<input type="button" value="Accept"/> <input type="button" value="Refuse"/> <input type="button" value="Cancel this declaration"/>			

3. Click the Cancel this declaration button. The following page is displayed:

Declaring member	00000000122
Declaration ID	815766
<input type="button" value="Cancel this declaration"/> <input type="button" value="Cancel"/>	

4. Click **Cancel this declaration**. A confirmation is requested.



5. Click **OK**. The following page is displayed:



The status is displayed as **Declaration cancelled**.

4.4 BROADCAST TRADES

To view the broadcast trades, select **Funds Trading > Broadcast Trades**. The following page is displayed:

TUI	Date	Time	Status	Stock name	Stock code	Mnemonic	Price	Quantity
CMSSAAD	11-05-2022	16:11:50	Trade matched	PS FTSE BAFIUS1000	IE00B23D8539	PFT	1.200000	1,031,560,000
CMSSAAC	11-05-2022	16:11:44	Trade matched	PS FTSE BAFIUS1000	IE00B23D8539	PFT	1.200000	102,880,000,000

Data can be filtered by:

- **Stock code:** you can enter (a part of the) name, mnemonic code or ISIN code
- **Trade status:** you can choose between matched trades and cancelled trades
- **Date:** you can view the trades of a specific day

The following details are given:

- Date: date of the transaction
- Time: time of the transaction
- Status: matched or cancelled
- Stock name: the name of the fund
- Stock code: ISIN code of the fund
- Mnemonic: mnemonic code of the fund (if existing)
- Funds manager: the name of the funds manager
- Price: price of the transaction
- Quantity: quantity exchanged in the transaction

- **TUI:** Trade Unique Identifier assigned to a trade (Matched Declaration)

NB: Your selection can be printed by clicking on the print icon .

Your selection can be extracted to an Excel file by clicking on the Excel icon .

4.5 PREFERENCES

You can predefine certain fields for the declaration entry. This can be done in the preferences section. Select Funds Trading > Preferences. The Manage My Preferences page is displayed:

Member	Code interne CTS MM
Standard settlement	<input checked="" type="checkbox"/>
Settlement	No ▾
Guarantee	No ▾
Settlement period	
Origin	Client ▾
Investment Decision Within Firm ShortCode	
Execution Within Firm ShortCode	
Client Identification ShortCode	
Update	

Member	323 TRADING
Standard settlement	<input type="checkbox"/>
Settlement	No ▾
Guarantee	No ▾
Origin	Client ▾
Investment Decision Within Firm ShortCode	
Execution Within Firm ShortCode	
Client Identification ShortCode	
Update	

The different fields that can be predefined are:

- **Standard settlement:** Ticking the standard settlement box will immediately set the Settlement to Yes, the Guarantee to Yes, and the Settlement Period to 00 (00 is the code for the standard settlement delay of 3 days).
- **Settlement:** yes or no
- **Guarantee:** yes or no
- **Settlement period:** only if settlement is yes
- **Origin:** client, house, liquidity provider (only for fund manager) or related party
- Investment Decision Within Firm ShortCode
- Execution Within Firm ShortCode
- Client Identification ShortCode

5. FUND MANAGEMENT

This part is only accessible for fund managers and will handle only funds under a given fund manager's responsibility.

5.1 MANAGE MY FUNDS

To view your funds and their NAV +/-, select **Funds management > Manage my funds**. The following page is displayed:

Funds Management > Manage My Funds

Stock code

Instruments Groups

Suspended

Nav+/- Status

1 row(s) found

Group ID	Matching Hours	Cut-off time	Stock name	Stock code	Authorized	Previous Nav+/-	Nav+/-	Nav+/- Status
KZ	11:00:00	11:15:00	ACHWERELD.AANDFD3	NL0006259996		None	11.11	None

Maximum variation of nav+/- (%)

You can consult and update the NAV +/- for the funds using this page.

Data can be filtered by:

- **Stock code:** you can enter (a part of the) name, mnemonic code or ISIN code
- **Instrument groups:** to choose specific group
- **Suspended:** yes or no
- **NAV status:** broadcast, none or updated

These filters can be combined. The following details are displayed:

- Group ID: the code of the group
- Matching hours: time when the pre-matched trade becomes a trade
- Cut-off time: declarations entered before the cut-off time can be traded on the following trading day (T)
- Stock name: the name of the fund
- Stock code: ISIN code of the fund
- Authorised: green if it is authorised and red if it is suspended
- Previous NAV +/-: The last known NAV +/-
- NAV +/-: the current NAV +/-
- NAV status

NB: Your selection can be printed by clicking on the print icon

Your selection can be extracted to an Excel file by clicking on the Excel icon

5.1.1 Mass Update

You can update the NAV +/- of your funds using this page.

To do this, enter the NAV +/-s that you want to update and then click Mass Update. The following page is displayed:

Funds Management > Manage My Funds > Confirmation

Group ID	Stock name	Stock code	Previous Nav+/-	Nav+/-	Variation
KZ	ACHWERELD AANDFD3	NL0006259996	None	11,110000	


Mass Update Cancel

Confirm your updates by clicking the Mass Update button. You return to the previous page and the NAV +/-s are updated.

If you click Cancel, you return to the previous page and nothing is changed.

You can also enter a maximum variation in NAV +/- (in %). If you have done this and one (or more) of your NAV +/-s that you entered are more than your maximum variation., you receive an error message.


An error occurred


 **Nav+/-** Invalid nav (60) for fund NL0006259996


You must correct your NAV +/- before you can continue.

Updates to the NAV +/- update are only permitted before the matching time. If this is done after this time, you receive the following error message:

An error occurred

 000801 - INAV ENTRY IS SUPERIOR TO FIXING TIME

 000801 - INAV ENTRY IS SUPERIOR TO FIXING TIME

 000801 - INAV ENTRY IS SUPERIOR TO FIXING TIME

5.1.2 Upload NAV

You can also update the NAV +/-s of your funds via the file upload command on this page.

To do this, prepare the NAV +/-s File that you want to upload and file it on your PC or server. The file must contain a list of ISIN codes with their corresponding NAV+/-s, separated by a tabulation, as shown below:

NL0000079333	15.05
FR0000181034	15.05
FR0000181042	156.05

Click Upload NAV to display a Browse field and a Submit button:


Funds Management > Manage My Funds





Stock code:

Instruments Groups: 06

Suspended:

Nav+/- Status:

 4 row(s) found

Group ID	Matching Hours	Cut-off time	Stock name	Stock code	Authorized	Previous Nav+/-	Nav+/-	Nav+/- Status
06	12:00:00	17:00:00	EASYETF BOXI GLOB	FR0010276949		15,210000	<input type="text" value="15.3"/>	Updated
06	12:00:00	17:00:00	EASYETFIRAXXOVER	LU0281436138		15,210000	<input type="text" value="15.25"/>	Updated
06	12:00:00	17:00:00	ISHARES ASIA PACF	NSCFR000IAD3		15,210000	<input type="text" value="15.28"/>	Updated
06	12:00:00	17:00:00	ISHARES BRAZL	NSCFR000IBZ4		15,210000	<input type="text" value="15.25"/>	Updated

Maximum variation of nav+/- (%)

Click Browse to display the file directories on your PC or server (e.g. via Windows Explorer). Select the directory and your NAV file, and click Open. Then click **Submit**. The NAV file is

immediately uploaded and submitted to TCS. The status of each NAV+/- entry is displayed in the Manage My Funds page.

If the ISIN in the Upload NAV File is incorrect (eg, in duplicate) or the ISIN or NAV is missing, or there is other information in the line than only the ISIN and the NAV, you receive an error message.

5.2 FUND DECLARATION AND TRADE LIST

In the Declarations and trades list, you as fund manager can view all the declarations in the funds you manage, whatever their status.

Declaration ID	TUI	Date	Time	Type of Transaction	Status	Execution Date	Stock code	Cash amount	Number of fund units	Price	Buyer	Seller	BIC code
815672	CMSSXAKK	10-05-2022	08:23:17	Fund order in cash	Declaration eliminated	11-05-2022	ACHM.NL.AAND.FD1	1.300.000000	0.000000	0.000000	00000000121	00000011903	
815671	CMSSXABJ	10-05-2022	08:23:17	Fund order in quantity	Declaration eliminated	11-05-2022	ACHM.NL.AAND.FD1	0.000000	1.000.000000	0.000000	00000000121	00000011903	

Data can be filtered using several criteria.

- **Member:** to display all the declarations with the specified member
- **Stock code:** to display all the declarations for the specified fund. You can filter by entering (a part of) the name, mnemonic code or ISIN code
- **Trade origin**
- **Transaction type:**
 - Fund order in cash
 - Fund order in quantity
- **Trade status:** displays all declarations with the chosen status. The different statuses are:
 - Cancelled trade
 - Declaration cancelled
 - Declaration eliminated CE purge (CE: Corporate Event)
 - Declaration eliminated
 - Declaration pre-matched eliminated
 - Declaration rejected
 - Pending cancel by buyer
 - Pending cancel by seller
 - Pending valid by buyer
 - Pending valid by seller
 - Pre-matched eliminated CE purge (CE: Corporate Event)
 - Pre-matched
 - Trade matched
- **Position of my member**
 - Counterpart
 - Declaring member
- **Date:** to display all the declarations of that day
- **Time from:** begin time of your request given in the format hh:mm:ss
- **Time to:** end time of your request given in the format hh:mm:ss

Note: these filters can be combined. If the box is blank, it will accept all possibilities.

The following details are given:

- ID: the ID number of the TCS declaration
 - Date: date of the declaration
 - Time: time of the declaration
 - Type of transaction
 - Status
 - Execution date: date on which the declaration is supposed to be executed
 - Stock code: name of the fund
 - Total cash amount: for a fund order in cash
 - Number of fund units: for a fund order in quantity
 - Price: the price for the matched declarations otherwise 0
 - Buyer
 - Seller
 - BIC Code: Bank Identifier Code of the counterparty
 - Total cash amount buyer: total cash amount on the buy side for this fund manager
 - Number of fund units buyer: total of fund units on the buy side for this fund manager
 - Total cash amount seller: total cash amount on the sell side for this fund manager
 - Number of fund units seller: total of fund units on the sell side for this fund manager
- **Declaration ID:** identifier of the declaration (Pending or Pre-matched)
 - **TUI:** Trade Unique Identifier for Trade Matched

NB: Your selection can be printed by clicking on the print icon .

Your selection can be extracted to an Excel file by clicking on the Excel icon .

Using this page, you as fund manager can also accept or refuse the different declarations individually. To do this:

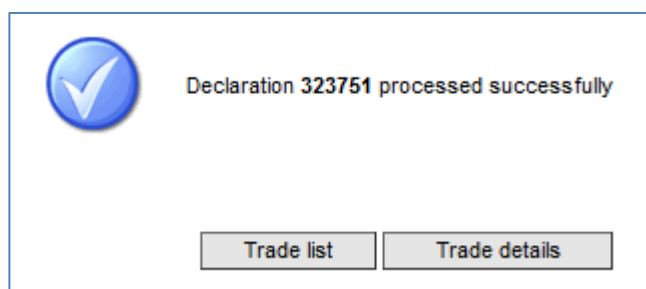
1. Select the declaration by clicking the fund manager's ID. The following page is displayed:

Declaration ID	815770	Transaction Type	Fund order in cash
TUI		Status	Pending valid. by seller
Date	01-06-2022	Declaring member	TEST USER
Time	09:14:48	Status detail	
Euroclear Tech. Feedback			
<hr/>			
Stock code	ASIAN CAP HOLD B	Settlement	Yes
Cash amount	2,500.000000	Guarantee	Yes
Number of fund units	0.000000	Settlement period	0
Settlement amount			
<hr/>			
Buyer	TEST USER	Seller	RTS - CODE ISV
Origin	-Hidden info-	Origin	
Trading Capacity	-Hidden info-	Trading Capacity	
Account number	-Hidden info-	Account number	
Clearing mode	-Hidden info-	Clearing mode	
"On behalf" member		"On behalf" member	RTS - CODE ISV
Comment	-Hidden info-	Comment	
BIC code	-Hidden info-	BIC code	
Access type	-Hidden info-	Access type	Undefined
Investment Decision Within Firm ShortCode	-Hidden info-	Investment Decision Within Firm ShortCode	
Execution Within Firm ShortCode	-Hidden info-	Execution Within Firm ShortCode	
Client Identification ShortCode	-Hidden info-	Client Identification ShortCode	
Investment Decision Algorithm Indicator	-Hidden info-	Investment Decision Algorithm Indicator	
Execution Algorithm Indicator	-Hidden info-	Execution Algorithm Indicator	
DEA Indicator	-Hidden info-	DEA Indicator	
Commodity Derivative Indicator	-Hidden info-	Commodity Derivative Indicator	
<input type="button" value="Accept"/> <input type="button" value="Refuse"/>			

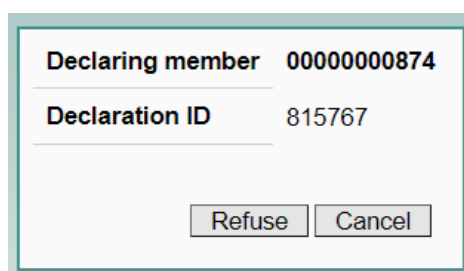
2. To *accept* a declaration, click **Accept**. The following page opens:

Declaration ID	815099	Investment Decision Within Firm ShortCode	<input type="text"/>
Declaring member	RTS - CODE ISV	Execution Within Firm ShortCode	<input type="text"/>
Origin	<input type="text" value="Liquidity provider"/>	Client Identification ShortCode	<input type="text"/>
Trading Capacity	<input type="text"/>	Investment Decision Algorithm Indicator	<input type="text" value="No"/>
Account number	<input type="text"/>	Execution Algorithm Indicator	<input type="text" value="No"/>
"On behalf" member	<input type="text"/>	DEA Indicator	<input type="text" value="No"/>
BIC code	<input type="text"/>	Commodity Derivative Indicator	<input type="text" value="No"/>
Comment	<input type="text"/>		
<input type="button" value="Reply"/> <input type="button" value="Cancel"/>			

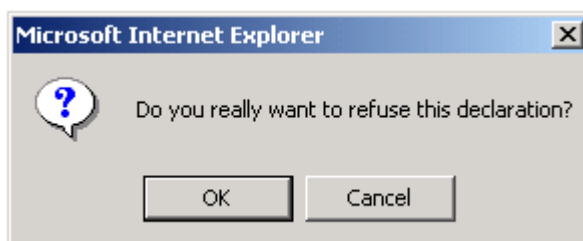
3. Add your personal data and click **Reply**. The following message appears:



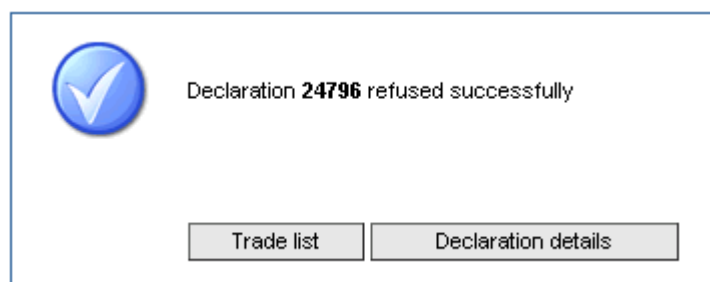
4. To return to the declaration list, click **Trade List**. The declaration displays the **pre-matched** status.
5. To *refuse* a declaration, click **Refuse** (see above). The following page is displayed.



6. Click **Refuse** and confirm in the pop up window.



The following page is displayed:



If you return to the Trade List, you can check that the declaration has the declaration rejected status.

5.3 MASS REPLY

To accept or refuse all the declarations that you have received on your funds, use the mass reply function, select **Funds Management > Mass Reply**. The following page is displayed.

Funds Management - Mass Reply

Member Position of my member
 Stock code Date (dd-mm-yyyy)
 Guarantee Transaction Type
 Settlement
 Settlement period

2 row(s) found

Declaration ID	Date	Time	Status	Stock code	Nav+/-	Settlement	Guarantee	Settlement period	Total cash amount	Number of fund units	Buyer	Seller	Reset all
815098	01-06-2022	12:56:55	Pending valid, by seller	ACH EUR AAND FD2	12.220000	Yes	Yes	Standard	0.000000	1.333.000000	00000000874	00000000874	<input checked="" type="checkbox"/>
815099	01-06-2022	12:57:32	Pending valid, by seller	ACH EUR AAND FD2	12.220000	Yes	Yes	Standard	0.000000	1.222.000000	00000000874	00000000874	<input checked="" type="checkbox"/>

Total cash amount Buyer	Number of fund units Buyer	Total cash amount Seller	Number of fund units Seller
0.000000	2.555.000000	0.000000	2.555.000000

Origin Liquidity provider
 "On behalf" member
 Comment
 Trading Capacity
 Investment Decision Within Firm ShortCode t23456
 Execution Within Firm ShortCode
 Client Identification ShortCode 822222

Account number
 BIC code
 Investment Decision Algorithm Indicator No
 Execution Algorithm Indicator No
 DEA Indicator No
 Commodity Derivative Indicator No

All pending declarations are displayed. These declarations can be filtered using a number of criteria:

- **Member:** to select a specific member
- **Stock code:** to display all the declarations for that fund. You can filter by entering (a part of) the name, mnemonic code or ISIN code
- **Guarantee:** yes or no
- **Settlement:** yes or no
- **Settlement period**
- **Position of my member:** counterpart or declaring member
- **Date**
- **Transaction type:** Fund order in Cash or Fund order in quantity

NB: Your selection can be printed by clicking on the print icon .

Your selection can be extracted to an Excel file by clicking on the Excel icon .

If settlement data is the same as in the preferences of the fund manager, this data is green and the select boxes are already checked. If settlement data is different this data is red and the check boxes are empty.

To select all the declarations listed, click on Check all

To unselect all the declarations listed, click on Reset all

To select a single declaration, check the select box

To unselect a single declaration, uncheck the select box

Once the selections are defined, you can accept them all by clicking Accept, or refuse them all by clicking **Refuse**.

In case of acceptance, the following page appears:

Funds Management - Mass Reply

Declaration ID	Date	Time	Status	Stock code	Nav+/-	Guarantee	Settlement	Settlement period	Total cash amount	Number of fund units	Buyer	Seller	Action
815098	01-06-2022	12:56:55	Pending valid, by seller	ACH EUR AAND FD2	12.220000	Yes	Yes	Standard	0.000000	1.333.000000	00000000874	00000000874	Accept
815099	01-06-2022	12:57:32	Pending valid, by seller	ACH EUR AAND FD2	12.220000	Yes	Yes	Standard	0.000000	1.222.000000	00000000874	00000000874	Accept

Origin Liquidity provider

Account number

"On behalf" member

BIC code

Comment

Trading Capacity Dealing on own account (DEAL)

Investment Decision Within Firm ShortCode t23456

Execution Within Firm ShortCode t2

Client Identification ShortCode 822222

Investment Decision Algorithm Indicator No

Execution Algorithm Indicator Yes

DEA Indicator Yes

Commodity Derivative Indicator No

Confirm your answers by clicking **Reply**. (To stop your reply, click the **Cancel** button). The following page is displayed:

Declaration ID	Result	Details
815100	SUCCESS	

OK

Click OK .The Mass Reply page is displayed again. All replied and refused declarations have disappeared.

5.4 BROADCAST TRADES

To consult the broadcast trades of your funds, select **Funds Management > Broadcast Trades**. The following page is displayed:

Funds Management > Broadcast Trades

Stock code:

Trade status:

Date (dd-mm-yyyy):

4 row(s) found Filter Reset

Date	Time	Status	Stock code	Price	Quantity
28-08-2012	12:17:01	Trade matched	ACHIEVE FUND	17.1000	6
28-08-2012	12:17:01	Trade matched	CHINA TECH FUND	12.5600	222
27-08-2012	10:48:26	Trade matched	ETFS S&P500	1.0000	1,000
27-08-2012	10:27:11	Trade matched	ETFS NUCLEAR	10.0000	100

You can filter on:

- **Stock code:** you can enter (a part of the) name, mnemonic code or ISIN code
- **Trade status:** you can choose between matched trades and cancelled trades
- **Date:** you can view the trades of a specific day

The following details are provided:

- **Date:** date of the transaction
- **Time:** time of the transaction
- **Status:** matched or cancelled
- **Stock code:** the name of the fund
- **Funds manager:** your name
- **Price:** price of the transaction
- **Quantity:** quantity exchanged in the transaction

NB: Your selection can be printed by clicking on the print icon .

Your selection can be extracted to an Excel file by clicking on the Excel icon .

5.5 VIEW GROUPS

To view the different fund groups and their respective details, select **Funds Management > View Groups**. The following page is displayed:

Funds Management > View Groups

Authorized

InstrumentGroup.jsp

Name	Frequency	Matching date	Matching Hours (default)	Matching Hours	Cut-off date	Cut-off time	Confirmation date	Confirmation	Nav+/-	Authorized
06	Daily	31-08-2012	10:00:00	10:00:00	30-08-2012	16:00:00	30-08-2012	16:30:00	0	
08	Weekly	03-09-2012	14:00:00	14:00:00	27-08-2012	14:00:00	28-08-2012	14:00:00	2	
31	Daily	31-08-2012	10:00:00	10:00:00	30-08-2012	16:00:00	30-08-2012	16:30:00	0	
57	Daily	31-08-2012	10:00:00	10:00:00	30-08-2012	16:00:00	30-08-2012	16:30:00	0	
77	Daily	31-08-2012	10:00:00	10:00:00	30-08-2012	10:00:00	30-08-2012	10:00:00	1	
JE	Daily	30-08-2012	10:00:00	19:36:26	30-08-2012	16:00:00	30-08-2012	16:30:00	0	
K2	Daily	31-08-2012	10:00:00	10:00:00	30-08-2012	16:00:00	30-08-2012	16:30:00	10	
K3	Daily	31-08-2012	10:00:00	10:00:00	30-08-2012	16:00:00	30-08-2012	16:30:00	0	
K4	Monthly	03-09-2012	10:15:00	10:15:00	27-08-2012	16:00:00	28-08-2012	16:30:00	2	
K9	Daily	31-08-2012	11:00:00	11:00:00	30-08-2012	17:00:00	30-08-2012	17:30:00	10	
KC	Quarterly	14-12-2012	11:00:00	11:00:00	31-10-2012	15:00:00	30-11-2012	17:00:00	2	
KD	Quarterly	02-11-2012	11:00:00	11:00:00	03-09-2012	16:00:00	01-11-2012	17:00:00	10	
KF	Weekly	10-09-2012	12:30:00	12:30:00	27-08-2012	16:30:00	03-09-2012	12:30:00	5	
KG	Daily	31-08-2012	11:30:00	11:30:00	30-08-2012	16:00:00	30-08-2012	16:45:00	1	
KI	Daily	31-08-2012	11:00:00	11:00:00	30-08-2012	16:00:00	30-08-2012	19:00:00	5	
KL	Daily	31-08-2012	19:00:00	19:00:00	30-08-2012	12:00:00	30-08-2012	16:00:00	11	
KN	Weekly	17-09-2012	11:45:00	11:45:00	03-09-2012	18:30:00	10-09-2012	18:30:00	5	
KY	Daily	31-08-2012	17:00:00	17:00:00	30-08-2012	16:00:00	30-08-2012	16:30:00	15	
KZ	Monthly	03-09-2012	11:00:00	11:00:00	27-08-2012	11:15:00	28-08-2012	14:15:00	5	
M6	Daily	31-08-2012	10:00:00	10:00:00	30-08-2012	16:00:00	30-08-2012	16:30:00	0	

You can filter on whether the group is authorised or not.

The following details are displayed:

- **Name:** The TCS fund group ID. The unique identifier for the TCS fund group.
- **Frequency:** Time at which the pre-matched trade becomes a trade.
- **Matching Date:** Date that the matching occurred
- **Matching Hours (default):** Default time that matching takes place.
- **Matching Hours:** Time that the matching occurs.
- **Cut-off Date:** Declarations entered before the cut-off date can be traded on the following trading day (D)
- **Cut-off Time:** Declarations entered before the cut-off time can be traded on the following trading day (D)
- **Confirmation Date:** Date by which the fund manager can answer declarations entered before cut-off time to be traded on the following trading day (T)
- **Confirmation Time:** Time by which the fund manager can answer declarations entered before cut-off time to be traded on the following trading day (T)
- **NAV+/-:** Current NAV +/- for the group
- **Authorized:** Whether the fund is authorized for trading or not. Possible values: Green-it is authorised; Red- it is not authorized (suspended)

NB: Your selection can be printed by clicking the print icon

5.6 PREFERENCES


You can predefine certain fields for the reply and mass reply function. This can be done in the preferences section.

1. Select **Funds Management > Preferences**. The following page is displayed:

Member	RTS - CODE ISV
Standard settlement	<input checked="" type="checkbox"/>
Settlement	Yes ▼
Guarantee	Yes ▼
Origin	Liquidity provider ▼
Maximum variation of nav+/- (%)	10
Investment Decision Within Firm ShortCode	
Execution Within Firm ShortCode	
Client Identification ShortCode	
<input type="button" value="Update"/>	

- **Standard settlement:** Ticking the standard settlement box will immediately set the Settlement to Yes, the Guarantee to Yes, and the Settlement Period to 00 (00 is the code for the standard delay of 3 days)
- **Settlement:** yes or no
- **Guarantee:** yes or no
- ~~Settlement period: only if settlement is yes~~
- **Origin:** liquidity provider (fund manager)
- **Maximum variation of NAV +/- (%):** the maximum that the NAV +/- can vary from the previous price
- Investment Decision Within Firm ShortCode
- Execution Within Firm ShortCode
- Client Identification ShortCode

To change your preferences, enter the modifications and click **Update**. The following page appears:



My preferences **User guide 2** updated successfully