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## T24 – Induction training “Securities”

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## General remark

### **PLEASE NOTE:**

- The screenshots in this manual have been taken from the T24 model bank. This is the initial set up of T24.
- If your T24 system is already customized than the screens and menus in T24 may look different.
- The basic functionality explained in the manual will be anyway the same as in your T24 system.

- 01** Learning objectives
- 02 Basics of securities module
- 03 Prerequisites for trading
- 04 Process 1: Performing directly a trade
- 05 Process 2: Orders inclusive trade generation
- 06 Process 3: Settlement
- 07 Process 4: Enquiries and COB reports



# Learning objectives

## Objectives

- To learn the basics of the securities module
- Creation of direct trades
- Process from placing an order until the authorization of the resulting trade
- Settlement of trades
- Enquiries and COB reports



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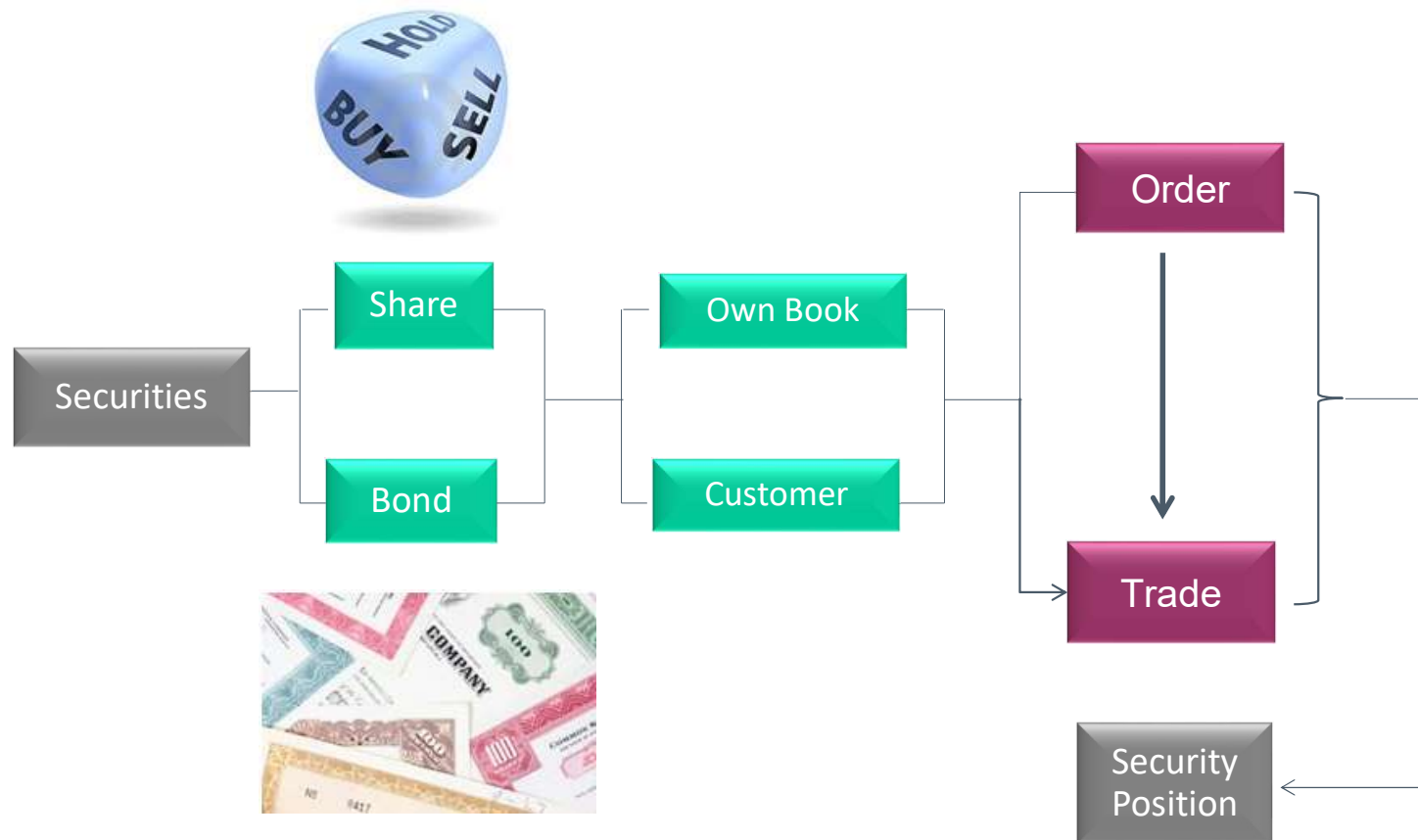
## T24 securities - basics

### The securities module supports:

- Multiple customers to buy or sell the same Security in one trade
  - Mix of own book and customer also possible
- Multiple Brokers
- Multiple prices by Brokers
- Multiple executions
- Maintenance of portfolio holdings
- Direct capture of trade without going through the order stage



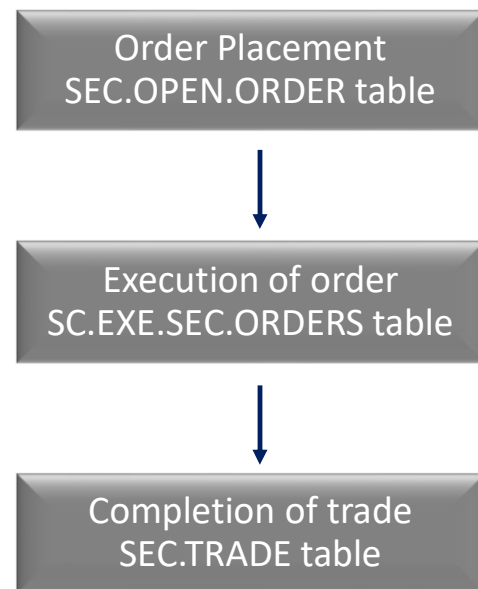
## T24 securities - product overview



## T24 securities - product overview

- Orders processing and automatic generation of the trades
- Trades can be also directly done without underlying orders
- Own book orders and trades can be handled too

Either order processing with generation of the trades



Or direct input of the trades

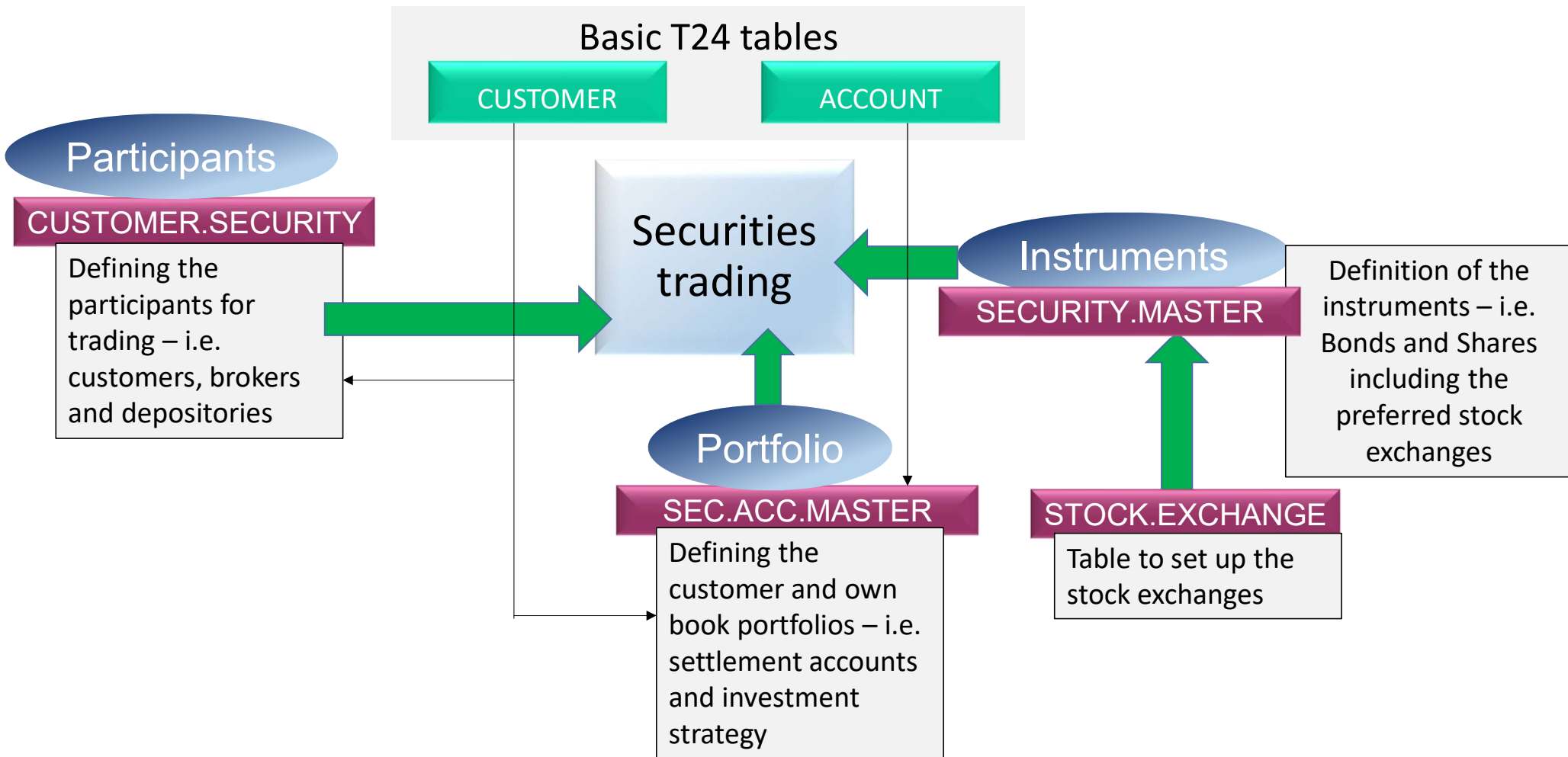




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## Prerequisites of trading - overview



## Prerequisites of trading – stock exchanges

Stock exchanges are created in the STOCK.EXCHANGE table

- Here the rule for defaulting of the value dates in trades is set up
- Charges for the stock exchange may be also defined.

**Please note:** This is today only very rarely required

- For each security the preferred stock exchange for trades is specified – see the next slides

Stock Exchange LUX (Model Bank)

Stock Exchange Setup Audit

GB Description + \* LUXEMBOURG

GB Short Descr + \* XLUX

Calc Country [ ] [v] [m]

Settlement Days.1 + [2] [v] [m]

Transaction Type.1 [ ] [v]

Trade Currency.1 [ ] [v] [m]

Suspend Trading [ ] [None] [ ] No [ ] Yes

Sett Days Basis \* [Business] [ ] Calendar C

Domicile [ ] [v] [m]

Primary Exchange [ ] [v] [m]

Bond Levy Date.1 + [ ] [v] [m]

Br Bond Cnty.1.1 [ ] [v] [m]

Br Bond Comm.1.1 [ ] [v] [m]

For the **Luxembourg** stock exchange it is defaulted, that the value date will be **two working days later** then the trade date.

➡ If i.e. a trade is inputted at the 22.02.2022, the trade date will be defaulted to the 22.02.2022 and the *value date* to the **24.02.2022**

The defaulted values can be manually changed in the trade

## Prerequisites of trading – securities

### Securities are created in the SECURITY.MASTER table

- Here all information are stored, which are needed for performing the trades and maintaining the position.
- Information are i.e. the preferred stock exchange, trade currency, price type and the last traded price
- For bonds also the interest rate, issue- and maturity date and the days for the coupon payments (if any) are stored
- On this slide an example for a share is shown and on the next slide an example for a bond
- **Please note:** Normally the SECURITY.MASTER records don't need to be created manually. They get automatically via interface – i.e. via “Reuters”

SECURITY.MASTER record for the share “Admiral Group Ord”

Back to: [Security Master List](#) >

Shares: 000400-003 (Model Bank)

Description	
Comp Name	Admiral Group Ord
Desc	Admiral Group Ord
Short Nam	ADMIRALGP
Mnemonic	M000400003
Comp Domicile	GB
Sec Domicile	GB
Currency	GBP
Sub Asset Type	302
Industry	105
Par Value	10

Price Info   Odd Lots   Delivery

Price Information

Price Currency	GBP
Price Type	UNIT
Last Price	8.38
Date	15 MAR 2021
Stock Exchange	LSE

Price Info   Odd Lots   Delivery and Execution   Alternate Indices

Code ISIN   G800B02J6398

Sub Asset Type = “302” (Ordinary shares)

- Each sub asset type is linked to an asset type
- The (sub)asset types are basis for most charge calculations and very important for structuring the positions

Price type “UNIT”: Gross amount of a trade = Nominal \* price

Each security must have an ISIN number, otherwise no SWIFT messages can be sent

## Prerequisites of trading – securities

### Specific information for bonds in the SECURITY.MASTER table

For the bonds additionally all required information concerning the coupon payments and the maturity are displayed in the following fields:

“Issue Date”, “Maturity Date”, “No of Payments” (per year), “Int Payment Date” (next interest payment after the system date), “Accrual Start Date” (for the current coupon payment period), “Interest Rate”, “Interest Basis” and “Redem Price” (not shown in the screenshots)

➔ Because of this information T24 generates automatically the records for the coupon payment- and the final maturity-events (table DIARY)

### SECURITY.MASTER record for the bond “M&G Corporate Bond”

Because of the values in the fields mentioned at the left T24 knows exactly the life cycle of the bond:

- Issue date: **13.03.2014**
- First coupon payment date: **13.06.2014**
- Second coupon payment date: **13.09.2014**
- 
- 
- Second last coupon payment date: **13.12.2022**
- Maturity date (redemption + last coupon payment): **13.03.2023**
- Interest rate: **5.75% p.a**

Price type “**Bond**”: Gross amount of a trade = (Nominal \* price) / 100

## Prerequisites of trading – enabling the parties for trading

### The parties for securities trading must be enabled in the CUSTOMER.SECURITY table

- For each party (CUSTOMER record) it's role must be specified.
  - A party can have multiple roles
  - The Id is the Id of the CUSTOMER record
  - Most important roles:
    - **“Customer”**: Each deal must be done for a customer – either a *real customer* or the *customer for ourselves* for own book trading
- Please note:** Only for the role **“Customer”** portfolios *must* be created. For no other role portfolios are allowed
- **“Depository”**: The custodian, on which the securities are held
  - **“Broker”**: The broker for the trade. He must be specified at the secondary side for the trade => also the roles **“Client”** and **“Counterparty”** are allowed on the secondary side

CUSTOMER.SECURITY record for customer 100396

Client Security 100396 Airbourne Freight (Model Bank)

Client Type.1: Customer

Client Type.2: Counterparty

Statement Frequency: [Empty]

Default Depository (client): [Empty]

Sub Account.1: [Empty]

Sub Acc Ext ID.1: [Empty]

Reports Requested.1: [Empty]

Parent Depository: [Empty]

MX Instruction.1: [Empty]

## Workshop 1 “Create a CUSTOMER.SECURITY record for your customer”

### Workshop



- Use menu item *User Menu > Private Operations > Securities > Front Office > Client Maintenance > Private Customer > Private Customer*
  - Choose in the now opened screen the tab “*Customer Security*”
  - Specify the Id of your customer
  - Give him the roles “*Customer*” and “*Counterparty*”
  - Commit the record and accept the override messages coming from the “*Document management*” module. It is self authorizing

# Workshop 1 - solution

## Workshop

1

2

3

The screenshot displays the T24-Induction training 'Securities' interface. On the left, a navigation menu lists various options, with 'Private Customer' highlighted. The main area shows the 'Customer Security' tab, which includes a 'Client Security' section with a search bar containing '800270' and a 'More Actions ...' dropdown. Below this, the 'Client Security' form is visible, showing fields for 'Client Type.1' (set to 'Customer') and 'Client Type.2' (set to 'Counterparty'). The 'Statement Frequency' field is also present. The interface includes a top navigation bar with tabs like 'Capture Customer/Prospect Details', 'Additional Info', 'Calc Risk Profile', 'Investment Program Acceptance', 'Create Account', and 'Customer Security'. A status bar at the bottom indicates 'Txn Complete: 800270 16:35:53 22 FEB 2022 CUSTOMER.SECURITY,PVT.CUST I'.



## Prerequisites of trading – creation of a portfolio

### Portfolios are created in the SEC.ACC.MASTER table

- **Please note:** For every customer who will trade in securities a portfolio must be created. A customer can have more than one portfolio => the portfolio Id is **<Customer Id>-<3 digit sequence number>**
- Also for the trades on behalf of our bank an *own book* portfolio must be created => a CUSTOMER record for our bank is mandatory.
- Own book portfolios have much more functionality than customer portfolios – they are created at a different screen
- Some important fields for customer portfolios:
  - **“Ref Currency”**: Currency used for reports and advices
  - **“Val Currency”**: Currency used for valuations of portfolios
  - **“Account No”**: Settlement account for the trades. If more than one account is owned by the customer, more than one settlement account can be specified per currency

SEC.ACC.MASTER record for customer 100329

Field	Value	Notes
Client No.	100329	Anton
Ref Currency	USD	US Dollar
Val Currency	USD	US Dollar
Account Name	Antonia Kos Portfolio 1	
Portfolio Mgr	56	Trade Fi
Portfolio Prog.	2	Incor
Managed Account	5	Non-Man
Memo Account	<input type="radio"/> [None] <input checked="" type="radio"/> No <input type="radio"/> Y	
Account No..1	99888	
Safekeeping Acct	99888	
Start Date	16 MAR 2021	

## Workshop 2 “Create a portfolio for your customer”

### Workshop



- Use menu item *User Menu > Private Operations > Securities > Front Office > Client Maintenance > Private Customer > Private Customer*
  - Choose in the now opened screen the tab “*Create Portfolio*”
  - It shall be the first portfolio of the customer
  - Fill out all mandatory fields
  - Attach as settlement account an account you have created for your customer in previous training sessions. If you don’t have, ask your trainer to create one
  - Commit the record and accept the override messages – also those coming from the “Document management” module. It is self authorizing

## Workshop 2 - solution

Workshop

1

- User Menu
  - Customer Relationship
  - Customer
  - CRM
  - Account
  - Mandate Manager
  - DD Management
  - Product Catalog
  - Retail Operations
  - Origination
  - Islamic Operations
  - Risk Management
  - Corporate Operations
  - Treasury Operations
  - Private Operations
    - Securities
      - Front Office
        - Customer and Portfolio Overview
        - Direct Ordering
        - Client Maintenance
          - Private Person/Entity
          - Private Prospect
          - Private Customer
            - Private Customer
            - Customer Relationships

2

Portfolio 800270-1 (Model Bank)

3

ID=: RECORD WILL READ FROM HOLD FILE

Client No.	800270
Ref Currency	EUR
Val Currency	EUR
Account Name	Thomas Voigt Portfolio
Portfolio Mgr	1
Portfolio Prog.	9
Managed Account	2
Memo Account	<input type="radio"/> [None] <input checked="" type="radio"/> No <input type="radio"/> Y
Account No..1	119048
Safekeeping Acct	
Start Date	15 APR 2021

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## Perform directly a trade

### Direct input of a trade skipping the order processing

- A lot of banks don't use the order part of T24 from the securities module. So they do input directly the trades
- Trades at stock exchanges are done in the SEC.TRADE table - this is the table explained in this chapter.
- Off market trades are done in the SECURITY.TRANSFER table
- One side is our customer- or own book-portfolio, the other side is the broker
- A lot of information will be defaulted in the trades from the tables mentioned in the last chapter

## Perform directly a trade – trade details

- **Mandatory Input in the trade (SEC.TRADE table) can be classified into 4 sections**
  - Security details, customer details, broker details and settlement details
    - The settlement details will be explained in chapter 6
- **Security details – defaulted from the SECURITY.MASTER**
  - Security to be bought or sold
  - Details defaulted, when the security is specified
    - Depository (can be defaulted also from a lot of other tables)
    - Stock Exchange
    - Trade currency
    - Interest details for bonds

## Perform directly a trade – trade details

### Customer details – defaulted from the portfolio (SEC.ACC.MASTER)

Some other details are mentioned here too

- **Transaction type** – Value “BUY” or “SEL”
- **Portfolio**
  - First portfolio defaulted if left blank in the trade. If another portfolio shall be used, it must be specified manually
  - Based on the chosen portfolio the settlement account get's defaulted based on Portfolio
- **Nominal**
- **Price**
  - If the last market price for the security is stored, it will be defaulted from the SECURITY.MASTER. The price can be amended in the trade
  - If not, the price needs to be specified manually for the customer- and the broker-side
- The trade date will be defaulted to “Today”, the value date of the trade will be defaulted from the STOCK.EXCHANGE record, which is attached to the SECURITY.MASTER
- The **customer charges** will be calculated based on the charge parametrization (multiple tables)

## Perform directly a trade – trade details

### Broker details – must be set up in the CUSTOMER.SECURITY table

- Multiple Brokers can be specified in a deal, if the trade was not executed in one step

**Please note:** The broker can be of the type “**Broker**” (normal choice) or “*Counterparty*” or “*Client*”.

- **Transaction type** – the *opposite type* as for the customer (“BUY” or “SELL”)
- **Nominal**
- **Price**

In case of multiple executions multiple prices can be indicated for different quantities

- The **nostro account** of the broker get’s defaulted from the NOSTRO.ACCOUNT record for the respective trade currency. The NOSTRO.ACCOUNT table contains the settlement instructions for nostro account for the whole T24 based on the currency and module
- The **brokerage** will be calculated based on the charge parametrization (multiple tables)

**Important:** The totals of Buy and Sell quantity **must match**



## Perform directly a trade – SEC.TRADE

### Securities section in the trade

- From the chosen security the stock exchange and the trade currency are defaulted.
- The trade date is defaulted to “Today”, the value date is defaulted from the rule set in the EXCHANGE.MASTER record of the stock exchange
- If the trade would have been for a bond, also all interest details would get defaulted, when all mandatory fields in the trade are specified
- Most of the information can be amended

The screenshot displays the 'Direct securities trade input' form for security SCTRSC21105CGHKK (Model Bank). The form includes the following fields and values:

Field	Value	Field	Value
Security number	000400-003	Trade currency	GBP
Stock exchange	LSE	Value date	19 APR 2021
Invest Opt Type	[None] (selected)	Interest days	
Depository	100461	Maturity date	
Trade date	15 APR 2021		
Interest rate			
Issue date			

Additional information visible: ADMIRALGP, XLON, Barclays London, and a 'More Actions ...' dropdown menu at the top.

# Perform directly a trade – SEC.TRADE

## Customer section in the trade

- The customer buys 1000 “AdmiralGB” shares at a price of 8.38 GBP
- From the chosen customer the first portfolio and the settlement account will be defaulted. Here the settlement account is in EUR, although the trade is in GBP => T24 will calculate the settlement amounts in GBP and EUR

If required, another portfolio of the customer may be specified

- The customer charges are also automatically defaulted. In the case of a sale also the taxes would get automatically calculated
- If the trade would have been for a bond, also the accrued interest between the last coupon payment date and the value date would get calculated and defaulted. It would be added to the gross amount
- Most of the fields can be amended

Client trade details	Broker / client trade details	Actual settlement details	Delivery Details	Parent reference	Market Indicators	Audit
Client.1	800270	Portfolio.1	800270-1	Account.1	119048	
Transaction type.1	BUY	Sub location.1	76543			
Nominee.1		Price.1.1	8.38			
Nominal.1.1	1,000	Gross amount.1	8,380.00			
Total nominal.1	1,000	Gross inc int.1	8,380.00			
Interest.1		Foreign fees.1	0.00			
Broker commission.1	0.00	Default Commission.1	119.42			
Commission.1	119.42	GBP				
Cu Comm Tax.1	0	EBV Fees.1	0.00	GBP		
Stamp tax.1	0.00	Cu Advice Req'd.1			Net amount.1	8,625.12
Misc fees.1		Cu Disc Amt.1	0.00		Cu Wht Perc.1	0
Cu Disc Perc.1		Cu Tax Type.1.1				
Cu Wht Tax.1.1	0	Cu Tax Lcy.1.1				
Cu Tax Code.1.1		Final Ccy.1	EUR		Final amount.1	10,704.58
Cu Tax Tcy.1.1						
Exchange rate.1	0.805741034					

## Perform directly a trade – SEC.TRADE

### Broker section in the trade

- The broker chosen must have in the CUSTOMER.SECURITY record the same “Broker Type” as chosen in the trade.
- Normally the broker type will be “**Broker**”, in exceptional cases it can be also “Counterparty” or “Client”
- The nominal specified here must be the equivalent of the nominal at the customer side
- The price is normally the same as for the customer side. It may only differ from the customer's price, if the customer is not the own book
- The brokerage is also automatically calculated based on the parametrization. For this deal no brokerage is calculated
- The nostro account for the cash settlement for the broker would be fetched from the NOSTRO.ACCOUNT table
- Most of the fields can be amended

Client trade details	Broker / client trade details	Actual settlement details	Delivery
Broker / client.1	101003	Deutsche Brokerage	
Broker type.1	Broker		
Transaction type.1	SEL	SECURITY SALE	
Nostro account.1	15393	HSBC BANK	
Sett instruc: depo.1.1			
Sett instruc: acc.1			
Broker Agent.1.1			
Broker Agent Ac.1.1			
Nominal.1.1	1,000		
Price.1.1	8.38	UNIT PRI	
Trade time.1.1	09:32:19		
Total nominal.1	1,000		
Gross amount.1	8,380.00	GBP	
Interest.1			
Gross incl inter.1	8,380.00	GBP	

## Workshop 3 “Perform a trade”

### Workshop



- Use menu item *User Menu > Private Operations > Securities > Middle Office > Client Order Execution > Direct Sec Trade Input*
  - Do a trade for your customer and portfolio created in workshop 2
  - Purchase the bond with the Id 200116-000
  - Specify in the tab “*Client trade details*” in the field “*Client.1*” your customer
  - He shall buy a nominal of 100.000
  - Specify in the tab “*Broker / Client trade details*” in the field “*Broker client.1*” the broker with Id 100473. The *Broker Type*” shall be “Broker”
  - He shall sell a nominal of 100.000
  - Validate and watch the information defaulted
  - Commit the record and accept the override messages and note the Id of the created trade

## Workshop 3 - solution

### Workshop



2 a – security details after final validation

A screenshot of the 'Direct securities trade input' form. The form is titled 'Direct securities trade input: SCTRSC21105SNFM6 (Model Bank)'. It contains several fields for security details, each with a dropdown arrow icon. The fields are: Security number (200116-000), Stock exchange (LSE), Invest Opt Type ([None]), Depository (100461), Trade date (15 APR 2021), Interest rate (5.75), Issue date (15 MAR 2015), MandG Corporate Bond, Trade currency (GBP), Value date (19 APR 2021), Interest days (35), and Maturity date (15 MAR 2024). The 'Direct Sec Trade Input' option in the menu is also highlighted with a red box.

Security number	200116-000	MandG Corporate Bond
Stock exchange	LSE	Trade currency
Invest Opt Type	[None]	
Depository	100461	Barclays London
Trade date	15 APR 2021	Value date
Interest rate	5.75	Interest days
Issue date	15 MAR 2015	Maturity date

## Workshop 3 - solution

Workshop

2 b – customer details after final validation

Client trade details	Broker / client trade details	Actual settlement details	Delivery Detail
Client.1	+ ★ 800270	Portfolio.1	800270-1
Transaction type.1	BUY		
Nominee.1		Sub location.1	
Nominal.1.1	▶ ★ 100,000	Price.1.1	28.43
Total nominal.1	100,000	Gross amount.1	28,430.00
Interest.1	551.37	Gross inc int.1	28,981.37
Broker commission.1	0.00	Foreign fees.1	0.00
Commission.1	1,116.25	Default Commission.1	1,116.25

2 c – broker details after final validation

Client trade details	Broker / client trade details	Actual settlement details
Broker / client.1	+ ★ 100473	Bank C
Broker type.1	Broker	
Transaction type.1	SEL	SECURITY SALE
Nostro account.1	15393	HSE
Sett instruc: depo.1.1		
Sett instruc: acc.1		
Broker Agent.1.1		
Broker Agent AC.1.1		
Nominal.1.1	▶ 100,000	
Price.1.1	28.43	BON
Trade time.1.1	10:55:32	
Total nominal.1	100,000	
Gross amount.1	28,430.00	
Interest.1	551.37	
Gross incl inter.1	28,981.37	
Broker commission.1	0.00	
Stamp tax.1	0.00	
EBV fees.1	142.15	

## Workshop 4 “Authorize the trade”

### Workshop



- Use menu item *User Menu > Private Operations > Securities > Back Office > Securities Authorisation > Unauthorised Security Transactions*
  - Login with a different USER or ask your neighbour
  - On the first screen opened search for your trade in the tab “Sec Trade”
  - On the second screen opened use for your trade in the dropdown at the left the option “*Authorise*”
  - Authorize the trade

## Workshop 4 - solution

### Workshop

1

The screenshot shows the T24 system interface. On the left is a navigation menu with the following structure:

- ▲ User Menu
  - ▷ Customer Relationship
  - ▷ Customer
  - ▷ CRM
  - ▷ Account
  - ▷ Mandate Management
  - ▷ DD Management
  - Product Catalog
  - ▷ Retail Operations
  - ▷ Origination
  - ▷ Islamic Operations
  - ▷ Risk Management
  - ▷ Corporate Operations
  - ▷ Treasury Operations
  - ▲ Private Operations
    - ▲ Securities
      - ▷ Front Office
      - ▷ Middle Office
      - ▲ Back Office
        - ▲ Securities Authorisation
          - Unauthorised Security Transactions

On the right, the 'Sec Trade' tab is selected. Below it, the 'Unauthorised Security Trades' screen is displayed. It has a 'Favourites' button and a 'Find' button. The screen shows a table with the following data:

Id	equals
Client	equals

The 'Find' button is highlighted. Below the table, there is a search input field with the text '800270' and a clear button 'x'.

#### List of Unauthorised Sec Trades

Trans Reference	Security	Client	Portfolio Id	Txn	Currency	Nominal	Price	Value Date	Trade date							
SCTRSC21105SNFM6	200116-000	800270	800270-1	BUY	GBP	100000	28.43	19 APR 2021	20210415							

At the bottom right of the table, there is an 'Authorise' button with a dropdown arrow and a checkmark icon.



## Workshop 4 - solution

### Workshop

4

✓ ? ✓ || ✕ **✓ ✓** ✕ ✓ ▶ ⬆ More

Securities Trade SCTRSC21105SNFM6 (Model Bank)

Security number ⓘ 200116-000 MandG Corporate Bond

Stock exchange ⓘ LSE XLON Trade currency ⓘ GBP

Trade date 15 APR 2021 Value date 19 APR

Interest rate 5.75 Interest days 35

Issue date 15 MAR 2015 Maturity date 15 MAR 2021

Client trade details

Broker / client trade details

Client.1 800270 Portfolio.1

Transaction type.1 BUY

## Perform directly a trade – accounting entries and messages

**Like for any other module, on authorization of the trade the accounting entries and the messages are generated automatically**

### Accounting entries

- Because for this trade it was opted for “actual settlement”, the trade was not directly settled.
- So the cash is transferred to internal cash accounts
- When the trade get’s settled later, T24 will reverse the entries on the internal cash accounts and credit/debit now the customer- and broker-account. In addition it will be credited/ debited our “Profit and loss” categories with the charges we received from the customer / paid to the broker
- More about the settlement in chapter 6

### Messages

- The following messages are generated on authorization of our trade:
  - ✓ Print advice for the customer
  - ✓ SWIFT message or print advice for the broker
  - ✓ SWIFT message to the depository

## Workshop 5 “Checking the accounting entries”

### Workshop




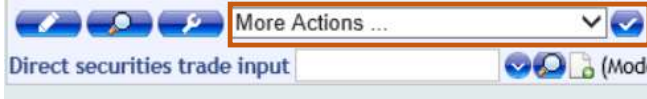
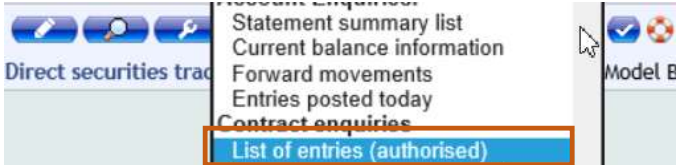

**Please note:** The checking of the accounting entries could be done more easily from an enquiry. The enquiries are explained in chapter 7

Go to command line and start the table *SEC.TRADE* for checking the accounting entries generated for your deal in workshop 3

- In now opened screen click at the “*More Actions....*” box displayed on the right. Choose there the action “*List of entries (authorized)*”
- In the now opened screen search for your trade via the trade Id
- Now many accounting entries will be displayed. They are explained on high level in the second solution slide

## Workshop 5 - solution

### Workshop

- 
- 
- 
- 

## Workshop 5 - solution

### Workshop

#### Accounting entries – only internal accounts are credited and debited

- The entries, where the account Id contains **14196** are the suspense entries for the customer
- The entries, where the account Id contains **14197** are the suspense entries for the broker
- The entries, where the account Id contains **14198** are the suspense entries for the charges and taxes
- The **other entries** are for the position accounting, because the trade currency and currency of the settlement account differ

5

#### Transaction Entry

Transaction Ref : **SCTRSC21105SNFM6**

Date	Account	Customer	Company Code	Value Date	Processing Date	Currency	FCY Amount	LCY Amount
15 APR 2021	USDGBP1401600010001		BNK	15 APR 2021	15 APR 2021	USD	0	44,208.45
15 APR 2021	USDEUR1401600010001		BNK	15 APR 2021	15 APR 2021	USD	0	-44,208.45
15 APR 2021	GBPUSD1401600010001		BNK	15 APR 2021	15 APR 2021	GBP	-30,431.92	-44,208.45
15 APR 2021	EURUSD1401600010001		BNK	15 APR 2021	15 APR 2021	EUR	37,768.86	44,208.45
15 APR 2021	GBP1419800010001	800270	BNK	19 APR 2021	15 APR 2021	GBP	334.30	458.89
15 APR 2021	GBP1419800010001	800270	BNK	19 APR 2021	15 APR 2021	GBP	1,116.25	1,532.28
15 APR 2021	GBP1419700010001	100473	BNK	19 APR 2021	15 APR 2021	GBP	29,123.52	39,977.86
15 APR 2021	GBP1418500010001		BNK	19 APR 2021	15 APR 2021	GBP	-30,431.92	-41,773.90
15 APR 2021	GBP1418500010001		BNK	19 APR 2021	15 APR 2021	GBP	30,431.92	44,208.45
15 APR 2021	GBP1419800010001	100473	BNK	19 APR 2021	15 APR 2021	GBP	-142.15	-195.13
15 APR 2021	EUR1419600010001	800270	BNK	19 APR 2021	15 APR 2021	EUR	-37,768.86	-44,208.45

## Workshop 6 “Checking the messages”

### Workshop



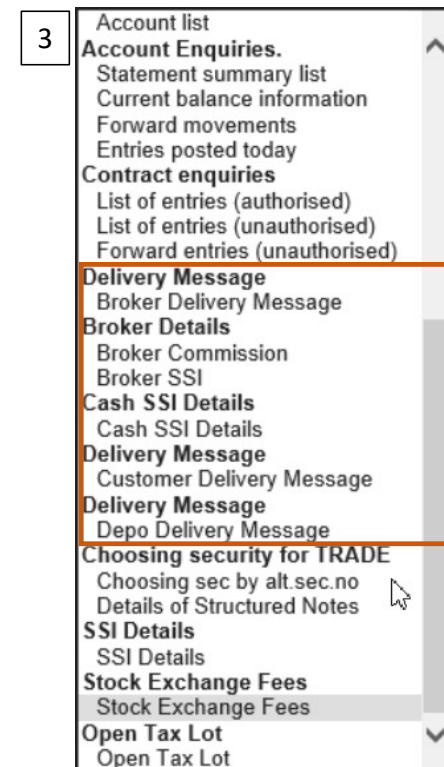
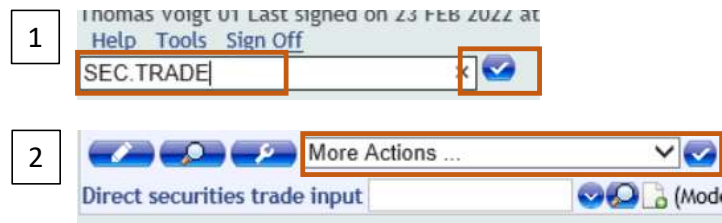
**Please note:** The checking of the messages could be done more easily from an enquiry. The enquiries are explained in chapter 7

Go to command line and start the table *SEC.TRADE* for checking the messages generated for your deal in workshop 3

- In now opened screen you the “*More Actions....*” box displayed on the right. Choose there the actions in the section “*Delivery Message*”
- View the messages for your customer, the broker and the depository

## Workshop 6 - solution

### Workshop



## Workshop 6 - solution

### Workshop

**SWIFT message for the customer – should be normally a PRINT message**

4 a

```
{1:F01DEMOGBFXAXXX.SN...ISN.}{2:I515XXXXXXXXXXXXXN}{3:{108:xxxxx}}{4:
:16R/Start of Block : GENL
:20C/Sender's Reference : :SEME//SCTRSC21105SNFM6
:23G/Message Function : :NEWM
:22F/Trade Type Indicator : :TRTR//TRAD
:16R/Start of Block : :LINK
:20C/Sender's Reference : :RELA//SCTRSC21105SNFM6
:16S/End of Block : :LINK
:16S/End of Block : :GENL
:16R/Start of Block : :CONFDET
:98A/Trade Date/Time : :TRAD//20210415
:98A/Trade Date/Time : :SETT//20210419
:90A/Deal Price : :DEAL//PRCT/28,43
:99A/Days Accrued : :DAAC//035
:94B/Place of Trade : :TRAD//EXCHXLON
:22H/Buy/Sell Indicator : :BUSE//BUYI
:22H/Buy/Sell Indicator : :PAYM//AFMT
:16R/Start of Block : :CONFPRTY
:95P/Party : :INVE//DEMOGBPX
:16S/End of Block : :CONFPRTY
:36B/Instrument Quantity : :CONF//FAMT/100000,
:35B/IDENT OF SECURITIES : :ISIN GB0031285785
:16S/End of Block : :CONFDET
:16R/Start of Block : :SETDET
:22F/Trade Type Indicator : :SETR//TRAD
:22F/Trade Type Indicator : :STCO//UNEX
:16R/Start of Block : :AMT
:19A/Settlement Amount : :ACRU//GBP551,37
:98A/Trade Date/Time : :VALU//20210419
:16S/End of Block : :AMT
:16R/Start of Block : :AMT
:19A/Settlement Amount : :CHAR//GBP1116,25
:16S/End of Block : :AMT
:16R/Start of Block : :AMT
:19A/Settlement Amount : :WITH//GBP0,
:16S/End of Block : :AMT
:16R/Start of Block : :AMT
:19A/Settlement Amount : :SETT//GBP30431,92
:19A/Settlement Amount : :RESU//EUR37768,86
:92B/Exchange Rate : :EXCH//GBP/EUR/0.805741034
:16S/End of Block : :AMT
:16S/End of Block : :SETDET
-}
```

T24-Induction training "Securities"



## Workshop 6 - solution

### Workshop

#### SWIFT message for the depository

4 b

```
{1:F01DEMOGBPXAXXX.SN...ISN.}{2:I541BARCGB22XXXXN}{3:{108:xxxxx}}{4:
:16R/Start of Block : GENL
:20C/Sender's Reference : :SEME//SCTRSC21105SNFM6
:23G/Message Function : :NEWM
:16S/End of Block : GENL
:16R/Start of Block : TRADDET
:94B/Place of Trade : :TRAD//EXCH/XLON
:98A/Trade Date/Time : :SETT//20210419
:98A/Trade Date/Time : :TRAD//20210415
:90A/Deal Price : :DEAL//PRCT/28,43
:99A/Days Accrued : :DAAC//035
:35B/IDENT OF SECURITIES : ISIN GB0031285785
: M&G CORPORATE BOND
:16S/End of Block : TRADDET
:16R/Start of Block : FIAC
:36B/Instrument Quantity : :SETT//FAMI/100000,
:97A/Safekeeping Account : :SAFE//DEMOGBPXA
:16S/End of Block : FIAC
:16R/Start of Block : SETDET
:22F/Trade Type Indicator : :SETR//TRAD
:16R/Start of Block : SETPRTY
:95P/Party : :SELL//BOTKJPJT
:16S/End of Block : SETPRTY
:16R/Start of Block : AMT
:19A/Settlement Amount : :SETT//GBP29123,52
:16S/End of Block : AMT
:16R/Start of Block : AMT
:19A/Settlement Amount : :ACRU//GBP551,37
:16S/End of Block : AMT
:16R/Start of Block : AMT
:19A/Settlement Amount : :DEAL//GBP28430,00
:16S/End of Block : AMT
:16S/End of Block : SETDET
-}
```

## Workshop 6 - solution

### Workshop

**SWIFT message for the broker – could be also a PRINT message**

4 c

```
{1:F01DEMOGBPXAXXX.SN...ISN.}{2:I518BOTKJPJTXXXXN}{3:{108:xxxxx}}{4:
:16R/Start of Block           : GENL
:20C/Sender's Reference       : :SEME//SCTRSC21105SNFM6
:23G/Message Function         : :NEWM
:22F/Trade Type Indicator     : :TRTR//TRAD
:16R/Start of Block           : :LINK
:20C/Sender's Reference       : :RELA//SCTRSC21105SNFM6
:16S/End of Block             : :LINK
:16S/End of Block             : :GENL
:16R/Start of Block           : :CONFDET
:98A/Trade Date/Time          : :TRAD//20210415
:98A/Trade Date/Time          : :SETT//20210419
:90A/Deal Price                : :DEAL//PRCT/28,43
:99A/Days Accrued              : :DAAC//035
:94B/Place of Trade           : :TRAD//EXCH/XLON
:22H/Buy/Sell Indicator       : :BUSE//SELL
:22H/Buy/Sell Indicator       : :PAYM//APMT
:16R/Start of Block           : :CONFPTY
:95P/Party                    : :INVE//DEMOGBPX
:16S/End of Block             : :CONFPTY
:16R/Start of Block           : :CONFPTY
:95P/Party                    : :SELL//BOTKJPJT
:16S/End of Block             : :CONFPTY
:36B/Instrument Quantity      : :CONF//FAMT/100000,
:35B/IDENT OF SECURITIES      : :ISIN GB0031285785
                                : :MANDG CORPORATE BOND
:16S/End of Block             : :CONFDET
:16R/Start of Block           : :SETDET
:22F/Trade Type Indicator     : :SETR//TRAD
:22F/Trade Type Indicator     : :STCO//UNEX
:16R/Start of Block           : :AMT
:19A/Settlement Amount        : :ACRU//GBP551,37
:98A/Trade Date/Time          : :VALU//20210419
:16S/End of Block             : :AMT
:16R/Start of Block           : :AMT
:19A/Settlement Amount        : :STEX//GBP142,15
:16S/End of Block             : :AMT
:16R/Start of Block           : :AMT
:19A/Settlement Amount        : :SETT//GBP29123,52
:16S/End of Block             : :AMT
:16S/End of Block             : :SETDET
                                : -}
```

T24-Induction training "Securities"

- 01 Learning objectives
- 02 Basics of securities module
- 03 Prerequisites for trading
- 04 Process 1: Performing directly a trade
- 05 Process 2: Orders inclusive trade generation**
- 06 Process 3: Settlement
- 07 Process 4: Enquiries and COB reports



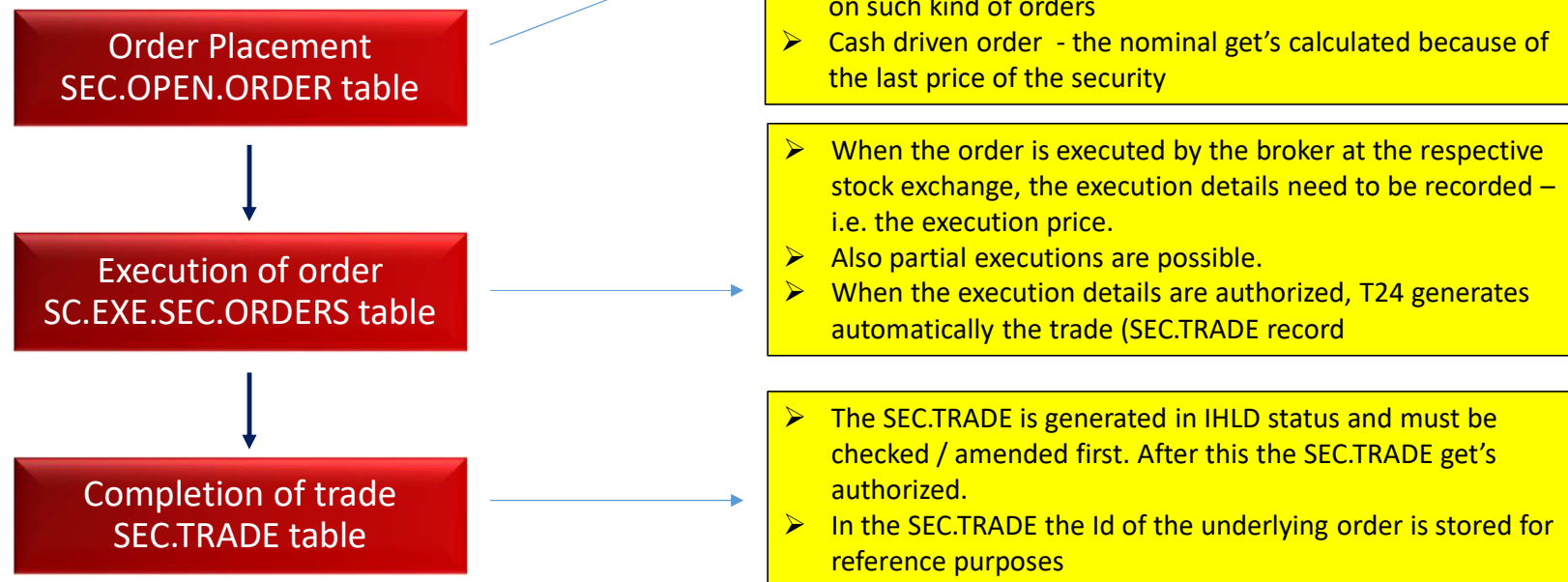
# Orders, generation and authorization of the resulting trades

In the previous chapter it was explained, how direct trades work.

Now we focus on the process in T24, when banks use also the T24 order functionality. The process starts with the order placement of the customer and ends with the authorization of the resulting trade.

This process happens in three steps.

**Please note:** If the respective interfaces are available, the processing can be done automatically (Straight through processing)



## Step 1: Order placement

### We will focus on orders with a limit

The order shall only get executed, when the price is below the limit (buy orders) or above the limit (sell orders).

- Here is a purchase order from customer 8003270 for 5000 shares "Admiral Group Ord" placed.
- The order should get executed at a maximum price of **8.30 GBP**.
- If this is not possible, the order shall expire at the **end of this week** (field "Limit Type" = Gtw). The end of this week is the 16.04.2021
- Because it is a limit order, the **"Order Type" must be set to "LIMIT"**
- T24 defaults already now the portfolio and settlement account
- **Please note:** Because the order is just placed, *no broker details* can be specified at this stage manually

The screenshot displays the T24 Securities Buy Order form. The top section shows the order details for Security 000400-003, Trade CCY GBP, Activity BUY, Order Date 15 APR 2021, Order Time 15:56:56, Order Type LIMIT, Limit Price 8.30, Limit Type Gtw, and Fractional Order [None]. The bottom section shows Client Details for Client Number 800270, Invest Opt Type 1, Client Depository 100461, and Nominal 5,000. The Broker Details section is highlighted with a red box, showing the Broker 1 field and the Deal Status field set to Transmitted. A yellow box highlights the Deal Status field with the text: "The status 'Transmitted' in the field 'Deal Status' takes care, that the order will be directly sent to the stock exchange for execution".

Security: 000400-003 x

Trade CCY: GBP

Activity: BUY

Order Date: 15 APR 2021

Order Time: 15:56:56

Order Type: LIMIT

Limit Price: 8.30

Limit Type: Gtw

Fractional Order: [None] No Yes

Front Off Instrns.1: +

Approx Settle Amt.1: 51,505.38

Txn Channel: [v]

Client Details: Client Number.1: 800270, Invest Opt Type.1: [v], Client Depository.1: 100461, Nominal.1: 5,000

Broker Details: Broker.1: [v], Date Trans.1: [v], Nominal.1: [v], Br Account No.1: [v], Broker Price.1: [v], Br Confirm Req?1: [v], Deal Status: Transmitted

Execution Details: Portfolio.1: 800270-1, Client Acct No.1: 119048, Cash Amount.1: [v]

Audit: [v]

Depository: 100461

Broker Details: Broker.1: [v], Date Trans.1: [v], Nominal.1: [v], Br Account No.1: [v], Broker Price.1: [v], Br Confirm Req?1: [v], Deal Status: Transmitted

## Workshop 7 “Placing a limit order”

### Workshop



- Use menu item *User Menu > Private Operations > Securities > Front Office > Direct Ordering > Single Orders > Order Entry > Buy Order*
  - Place a buy order for your customer to buy 5.000 shares with the Id 000400-003
  - The limit shall be 8.30 GBP and shall expire at the end of this week
  - Commit the record and note the Order Id → The order get's directly authorized and will be sent to the respective stock exchange for execution

# Workshop 7 - solution

## Workshop

1



2

Securities Buy Order OPODSC2010863358 (Model Bank)

More Actions ...

Security	000400-003	ADMIRALGP
Trade CCY	GBP	Pound Sterling
Activity	BUY	SECURITY PURCHASE
Order Date	17 APR 2020	17 APR 2020
Order Time	15:19:29	
Order Type	LIMIT	Limit
Limit Price	8.30	Market Price
Limit Type	Gtw	Limit Exp Date
Fractional Order	<input checked="" type="radio"/> [None] <input type="radio"/> No <input type="radio"/> Yes	
Front Off Instrns.1		
Approx Settle Amt.1	49,162.86	EUR
Txn Channel		

Client Details	Broker Details	Execution Details	Audit
Client Number.1	800270	Portfolio.1	800270-1
Invest Opt Type.1			
Client Depository.1	100461	Client Acct No.1	92053
Nominal.1	5,000	Cash Amount.1	



## Step 2: Order execution

### The order is now ready for execution

The following execution details are required

- **Stock exchange** and the **broker**, who executed the order
- **Execution price**

**Please note:** If here a higher price than the limit would be specified, T24 will generate an override message

- **Executed nominal**

**Please note:** Here only 2.000 of the original 5.000 nominal have been executed.  
The remaining 3.000 can be executed later – but not later than the order expiry date

When the order is executed, directly the resulting SEC.TRADE will be generated

Back to: [Dealer Blotter](#) >

Order execution OPODSC2110570071 (Model Bank)

ID=: RECORD WAS READ FROM HOLD FILE

**Order details**

Transaction type	BUY	SECURITY PURCHASE
Security number	000400-00	ADMIRALGP
Order type	LIMIT	Order qty / bal
Trade currency	GBP	Pound Sterling
Instruct from FO.1		
Cust. Instr..1.1		
Stock exchange	LSE	XLON
Trade date	15 APR 2021	Value date 19 APR 2021
Day Trade	<input type="checkbox"/>	
Txn Channel		
Cancel Trade Ref		

Customer	Broker	Parent Reference	Miscellaneous	Routing Details	Audit
Broker No.1	100473	Bank Of Tokyo			
Broker Type.1	Broker				
Account No.1					
Br Portfolio.1					
Nominal Recd.1	2,000	Price.1			8.28
UTC Date Time.1		2021-04-15T16:26:32:00000Z			



## Workshop 8 “Execution of the order”

### Workshop

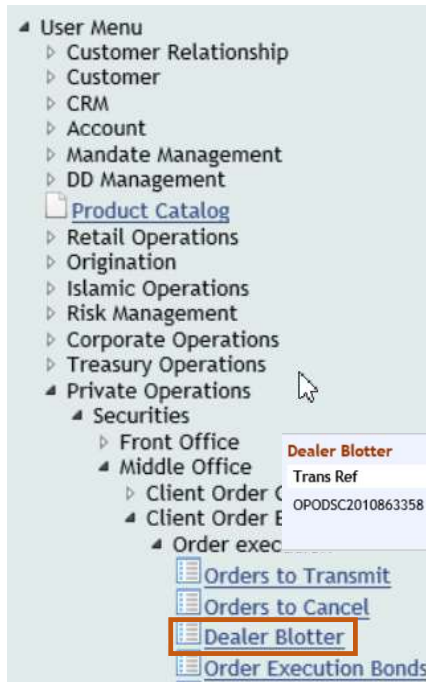


- Use menu item *User Menu > Private Operations > Securities > Middle Office > Client Order Execution > Order execution > Dealer Blotter*
  - Execute the complete 5.000 shares from the order placed in workshop 7
  - The execution price shall be 8.28 GBP
  - The broker has the type “Broker” and the Id 100473
  - Commit the record and accept the override messages
  - The execution is directly authorized and the resulting SEC.TRADE in status IHLD is generated

## Workshop 8 - solution

Workshop

1



A screenshot of the 'Dealer Blotter' search form. It has a title bar with 'More Options', 'Clear Selection', and 'Find' buttons. Below the title bar, there are four input fields: 'Customer', 'Product', 'Security No', and 'Portfolio'. The 'Customer' field contains the text '800270' and has a red box around it. The other fields are empty.

3

A screenshot of the 'Dealer Blotter' table. The table has a title bar with 'More Options', 'Clear Selection', and 'Find' buttons. Below the title bar, there is a table with the following columns: 'Trans Ref', 'Trans Type', 'Portfolio', 'Security No', 'Nominal', 'Order Type', 'Currency', 'Expiry Date', and 'Deal Status'. The table contains one row of data: 'OPODSC2010863358', 'BUY', '800270-1', '000400-003', '5000', 'LIMIT', 'GBP', '17 APR 2020', and 'TRANSMITTED'. The 'Execute' button is highlighted with a red box.

Trans Ref	Trans Type	Portfolio	Security No	Nominal	Order Type	Currency	Expiry Date	Deal Status
OPODSC2010863358	BUY	800270-1	000400-003	5000	LIMIT	GBP	17 APR 2020	TRANSMITTED

## Workshop 8 - solution

Workshop

4

Back to: [Dealer Blotter](#) >

Order execution OPODSC2010863358 (Model Bank)

? ID=: RECORD WAS READ FROM HOLD FILE

**Order details**

Transaction type	BUY	SECURITY PURCHASE
Security number	000400-003	ADMIRALGP
Order type	LIMIT	Order qty / bal
Trade currency	GBP	Pound Sterling
Instruct from FO.1		
Cust. Instr..1.1		
Stock exchange	LSE	LONDON SE
Trade date	17 APR 2020	Value date 21 APR 2020

5

Customer	Broker	Parent Reference	Miscellaneous	Routing Details	Audit
Broker No.1	100473	Bank Of Tokyo			
Broker Type.1	Broker				
Account No.1					
Br Portfolio.1					
Nominal Recd.1	5,000	Price.1			8.28
UTC Date Time.1					2021-04-15T16:26:32:00000Z

## Step 3: Trade completion and authorization

### The trade for the order is now created in IHLD

It contains based on the parametrization and on the executed order all details as explained in chapter 4.

Additionally for reference purpose in the field “**Cu Order Nos**” (displayed only on table level) the Id of the original order.

The trade can now be checked and amended – if necessary.

After the commitment, the trade (SEC.TRADE) is authorized

Trade Completion and Authorisation SCTRSC20108CSRLW (Model Bank)

ID=: RECORD WAS READ FROM HOLD FILE

Security number 000400-003 ADMIRALGP  
Security currency GBP Pound Sterling  
Price type UNIT UNIT PRICE  
Invest Opt Type [None] Cash Reinvest  
Depository 100461 Barclays London  
Stock exchange LSE LONDON S  
Trade Currency GBP Pound Sterling  
Comm Y/N/P [None] No  
Trade date 17 APR 2020 17 APR 2 Value date 17 APR 2020

Cu Order Nos.1.1 OPODSC2010863358

## Workshop 9 “Authorization of the generated trade”

### Workshop



- Use menu item *User Menu > Private Operations > Securities > Back Office > Securities Authorisation > Unauthorised Security Transactions*
  - Pick up the generated trade for your customer
  - For this: On the first screen search for your customer
  - On the second screen use the option “Complete” from the drawdown displayed at the right
  - In the SEC.TRADE change the value date to “Today” → we need it for the next chapter for the settlement of trades
  - Authorize the trade

## Workshop 9 - solution

### Workshop

1

- ▲ User Menu
  - ▷ Customer Relationship
  - ▷ Customer
  - ▷ CRM
  - ▷ Account
  - ▷ Mandate Management
  - ▷ DD Management
  - Product Catalog
  - ▷ Retail Operations
  - ▷ Origination
  - ▷ Islamic Operations
  - ▷ Risk Management
  - ▷ Corporate Operations
  - ▷ Treasury Operations
  - ▲ Private Operations
    - ▲ Securities
      - ▷ Front Office
      - ▷ Middle Office
      - ▲ Back Office
        - ▲ Securities Authorisation
          - Unauthorized Security Transactions

2

Sec Trade Trans FOP Trans DAP Trans b/t Portfolios Trans b/t Depots

Favourites

Unauthorised Security Trades More Options Clear Selection Find

Id equals  
Client equals 800270 x

3

List of Unauthorised Sec Trades

Trans Reference	Security	Client	Portfolio Id	Txn	Currency	Nominal	Price	Value Date	Trade date	
SCTRSC20108CSRLW	000400-003	800270	800270-1	BUY	GBP	5000	8.28	21 APR 2020	20200417	Complete

## Workshop 9 - solution

Workshop

4

Trade Completion and Authorisation SCTRSC20108CSRLW (Model Bank)

ID=: RECORD WAS READ FROM HOLD FILE

Security number 000400-003 ADMIRALGP

Security currency GBP Pound Sterling

Price type UNIT UNIT PRICE

Invest Opt Type ☒ [None] ☐ Cash ☐ Reinvest

Depository 100461 Barclays London

Stock exchange LSE LONDON S

Trade Currency GBP Pound Sterling

Comm Y/N/P ☐ [None] ☒ No

Trade date 17 APR 2020 17 APR 2 Value date 17 APR 2020

- 01 Learning objectives
- 02 Basics of securities module
- 03 Prerequisites for trading
- 04 Process 1: Performing directly a trade
- 05 Process 2: Orders inclusive trade generation
- 06 Process 3: Settlement**
- 07 Process 4: Enquiries and COB reports





# Settlement of trades

## In T24 two types of settlement exist

**Please note:** Which type of settlement shall be used, can be parametrized on system level, CUSTOMER.SECURITY level and portfolio level

The two types are:



- **Contractual Settlement – Assumption: We trust our depository completely**
  - When a trade is authorized, the trade is considered *automatically as settled*
  - T24 raises accounting entries for the value / trade date directly for the involved accounts of the customer and broker as well as for the charges.
  - The positions are updated
- **Actual Settlement – Assumption: We don't trust the depository completely**
  - T24 requires *further processing* for the settlement after trade completion
  - Suspense entries on internal accounts are generated on trade authorization
  - On cash settlement confirmation,
    - The suspense entries are reversed and entries raised on customer and broker account
  - Positions are updated as unsettled till settlement of securities is confirmed by depository
  - The settlement will be done either automatically via the incoming settlement message of the depository or manually in the SC.SETTLEMENT table ➡ If manual, the settlement can't be done *before the value date* of the trade

# Settlement of trades

Let's check now, how the different settlement instructions in the SEC.TRADES look like

- **Actual settlement**

Client trade details	Broker / client trade details
Hold cash	<input type="radio"/> [None] <input type="radio"/> No <input checked="" type="radio"/> Yes
Hold stock	<input type="radio"/> [None] <input type="radio"/> No <input checked="" type="radio"/> Yes
Cust cash susp	14196 <input type="button" value="v"/> <input type="button" value="i"/> SCCustSe
Broker cash susp	14197 <input type="button" value="v"/> <input type="button" value="i"/> SCBrokSe
Misc cash susp	14198 <input type="button" value="v"/> <input type="button" value="i"/> SCMiscSe
Auto Cust Sett. 1	No <input type="button" value="v"/>
Auto broker settle. 1	No <input type="button" value="v"/>

- **"Hold cash"** and **"Hold stock"** are set to **"Yes"**: ➡ No contractual settlement
- The **three fields below** contain values starting with **"1419"**: ➡ The Id's of the internal account CATEGORIES, on which the cash will be booked after authorization of the trade
- **"Auto ... settle"** set to **"No"**: ➡ Neither for the customer nor for the broker side contractual settlement shall be done

- **Contractual settlement**

Client trade details	Broker / client trade
Hold cash	<input type="radio"/> [None] <input checked="" type="radio"/> No <input type="radio"/> Yes
Hold stock	<input type="radio"/> [None] <input checked="" type="radio"/> No <input type="radio"/> Yes
Cust cash susp	<input type="text"/> <input type="button" value="v"/> <input type="button" value="i"/>
Broker cash susp	<input type="text"/> <input type="button" value="v"/> <input type="button" value="i"/>
Misc cash susp	<input type="text"/> <input type="button" value="v"/> <input type="button" value="i"/>
Auto Cust Sett. 1	Yes <input type="button" value="v"/>
Auto broker settle. 1	Yes <input type="button" value="v"/>

- **"Hold cash"** and **"Hold stock"** are set to **"No"**: ➡ Contractual settlement
- The **three fields below** contain no values: ➡ No internal suspense accounts are required for the trade
- **"Auto ... settle"** set to **"Yes"**: ➡ For the customer and for the broker side contractual settlement shall be done

# Settlement of trades

In our trade in workshop 9 “*actual settlement*” was defaulted

- Because there is no interface to the depository in the model bank, our transaction needs to be *settled manually*.
- The trade can be settled *partially or complete*
- As you may notice in the screenshot on the right, the customer as well as the broker side needs to be settled for both cash and securities.
- When doing the settlement, T24 generates automatically the reversal entries for the internal accounts as well as the credit/debit entries for the customer/broker account and the entries for the charges
- The accounting entries after the settlement are displayed in the next slide
- **Please note:** The manual settlement can be performed *earliest on the value date* of the deal

The screenshot shows the 'Record actual settlement' window in T24. The window title is 'Record actual settlement SCTRSC20108CSRLW (Model Bank)'. It has tabs for 'Record actual settlement', 'Parent reference', 'Custody Details', and 'Audit'. The 'Record actual settlement' tab is active.

**Order details**

Security	000400-003	ADMIRALGP
Transaction code	BUY	SECURITY PURCHASE
Depository	100461	Barclays London
Trade date	17 APR 2020	17 APR 2020
Value date	17 APR 2020	17 APR 2020
Trade currency	GBP	Pound Sterling
Total nominal	5,000	
Total cash broker	41,400.00	GBP
Total cash cust	-42,304.80	GBP
New Settlement Date		

**Broker settlement details**

Nominal settled.1	5,000	Bank Of Tokyo	
Nominal to settle.1	5,000	Nom outstanding.1	0
Cash settled.1	41,400.00	Value date.1	17 APR 2020
Cash to settle.1	41,400.00	Cash outstanding.1	0
Auto settle.1	No	Value date.1	17 APR 2020
Depo Conf Ref.1			
Br Narrative.1			

**Client settlement details**

Client.1	800270-1	Thomas Voigt Main Portfolio	
Nominal settled.1	5,000	Nom outstanding.1	0
Nominal to settle.1	5,000	Value date.1	17 APR 2020
Cash settled.1	-42,304.80	Cash outstanding.1	0
Cash to settle.1	-42,304.80	Value date.1	17 APR 2020
Nominee.1			
Auto settle.1	No		

## Settlement of trades

### Display of the accounting entries

- Now the *reversal entries* for the internal suspense accounts are generated.
- The *final entries* for the customer- and broker-account as well as for our “Profit and Loss” categories are generated
- The final entries are marked with a red box

Transaction Entry  
Transaction Ref : SCTRSC20108CSRLW

Date	Account	Customer	Company Code	Value Date	Processing Date	Currency	FCY Amount	LCY Amount	
17 APR 2020	USDGBP1401600010001		BNK	17 APR 2020	17 APR 2020	USD	0	-1,133.40	
17 APR 2020	GBPUSD1401600010001		BNK	17 APR 2020	17 APR 2020	GBP	904.80	1,133.40	
17 APR 2020	GBP1419800010001	800270	BNK	17 APR 2020	17 APR 2020	GBP	-464.00	-581.23	
17 APR 2020	GBP1419700010001	100473	BNK	17 APR 2020	17 APR 2020	GBP	-440.80	-552.17	
17 APR 2020	EUR1419600010001	800270	BNK	17 APR 2020	17 APR 2020	EUR	-41,400.00	-51,859.96	
17 APR 2020	EUR1419600010001	800270	BNK	17 APR 2020	17 APR 2020	EUR	50,116.27	56,377.75	
17 APR 2020	92053	800270	BNK	17 APR 2020	17 APR 2020	EUR	-50,116.27	-56,377.75	
17 APR 2020	15393	100473	BNK	17 APR 2020	17 APR 2020	GBP	41,400.00	51,859.96	
17 APR 2020	USDGBP1401600010001		BNK	17 APR 2020	17 APR 2020	USD	0	56,377.75	
17 APR 2020	USDGBP1401600010001		BNK	17 APR 2020	17 APR 2020	USD	0	-56,377.75	
17 APR 2020	GBP1419800010001	800270	BNK	17 APR 2020	17 APR 2020	GBP	-42,304.80	-56,377.75	
17 APR 2020	GBP1419800010001	800270	BNK	17 APR 2020	17 APR 2020	GBP	440.80	552.17	
17 APR 2020	GBP1419800010001	800270	BNK	17 APR 2020	17 APR 2020	GBP	464.00	581.23	
17 APR 2020	GBP1419700010001	100473	BNK	17 APR 2020	17 APR 2020	GBP	41,400.00	51,859.96	
17 APR 2020	GBP1419700010001	100473	BNK	17 APR 2020	17 APR 2020	GBP	-42,304.80	-52,993.36	
17 APR 2020	EURUSD1401600010001		BNK	17 APR 2020	17 APR 2020	EUR	42,304.80	56,377.75	
17 APR 2020	EURUSD1401600010001		BNK	17 APR 2020	17 APR 2020	EUR	50,116.27	56,377.75	
17 APR 2020	EUR1419600010001	800270	BNK	17 APR 2020	17 APR 2020	EUR	-50,116.27	-56,377.75	
17 APR 2020	PL52603	800270	BNK	17 APR 2020	17 APR 2020	GBP	440.80	552.17	
17 APR 2020	PL52603	800270	BNK	17 APR 2020	17 APR 2020	GBP	464.00	581.23	

Debit entry for the customer account

Credit entry for the nostro account for the broker

Credit entries for us for the charges received

## Workshop 10 “Settlement of the generated trade”

### Workshop



- Use menu item *User Menu > Private Operations > Securities > Back Office > Security Settlement > Outstanding Settlements*
  - Perform a full settlement of your trade
  - Commit the settlement → The record is self authorizing
  - After this go back to the trade and check the accounting entries generated

## Workshop 10 - solution

Workshop



Icon for full settlement

2

Outstanding Settlements Details

Security Number	Depot	Value Date	Total Nominal	Port No	Counterpty	Broker No	Brok Amt Outstanding	Brok Nom Outstanding
000400-003	100461	17 APR 2020	5000	800270-1		100473	41,400	5000

Icon for full settlement


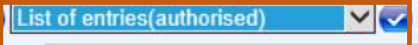
# Workshop

3

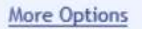




## Workshop 10 - solution

Workshop

4  


Record actual settlement

5   





















List Of Entries

Transaction Ref equals SCTRSC20108CSRLW

Sort by Booking Date equals

6 

Transaction Ref : SCTRSC20108CSRLW

Date	Account	Customer	Company Code	Value Date	Processing Date	Currency	FCY Amount	LCY Amount	
17 APR 2020	USDGBP1401600010001		BNK	17 APR 2020	17 APR 2020	USD	0	-1,133.40	
17 APR 2020	GBPUSD1401600010001		BNK	17 APR 2020	17 APR 2020	GBP	904.80	1,133.40	
17 APR 2020	GBP1419800010001	800270	BNK	17 APR 2020	17 APR 2020	GBP	-464.00	-581.23	
17 APR 2020	GBP1419800010001	800270	BNK	17 APR 2020	17 APR 2020	GBP	-440.80	-552.17	
17 APR 2020	GBP1419700010001	100473	BNK	17 APR 2020	17 APR 2020	GBP	-41,400.00	-51,859.96	
17 APR 2020	EUR1419600010001	800270	BNK	17 APR 2020	17 APR 2020	EUR	50,116.27	56,377.75	
17 APR 2020	92053	800270	BNK	17 APR 2020	17 APR 2020	EUR	-50,116.27	-56,377.75	
17 APR 2020	15393	100473	BNK	17 APR 2020	17 APR 2020	GBP	41,400.00	51,859.96	
17 APR 2020	USDGBP1401600010001		BNK	17 APR 2020	17 APR 2020	USD	0	56,377.75	
17 APR 2020	USDEUR1401600010001		BNK	17 APR 2020	17 APR 2020	USD	0	-56,377.75	
17 APR 2020	GBPUSD1401600010001		BNK	17 APR 2020	17 APR 2020	GBP	-42,304.80	-56,377.75	
17 APR 2020	GBP1419800010001	800270	BNK	17 APR 2020	17 APR 2020	GBP	440.80	552.17	
17 APR 2020	GBP1419800010001	800270	BNK	17 APR 2020	17 APR 2020	GBP	464.00	581.23	
17 APR 2020	GBP1419700010001	100473	BNK	17 APR 2020	17 APR 2020	GBP	41,400.00	51,859.96	
17 APR 2020	GBP1418500010001		BNK	17 APR 2020	17 APR 2020	GBP	-42,304.80	-52,993.36	
17 APR 2020	GBP1418500010001		BNK	17 APR 2020	17 APR 2020	GBP	42,304.80	56,377.75	
17 APR 2020	EURUSD1401600010001		BNK	17 APR 2020	17 APR 2020	EUR	50,116.27	56,377.75	
17 APR 2020	EUR1419600010001	800270	BNK	17 APR 2020	17 APR 2020	EUR	-50,116.27	-56,377.75	
17 APR 2020	PL52603	800270	BNK	17 APR 2020	17 APR 2020	GBP	440.80	552.17	
17 APR 2020	PL52603	800270	BNK	17 APR 2020	17 APR 2020	GBP	464.00	581.23	



- 01 Learning objectives
- 02 Basics of securities module
- 03 Prerequisites for trading
- 04 Process 1: Performing directly a trade
- 05 Process 2: Orders inclusive trade generation
- 06 Process 3: Settlement
- 07 Process 4: Enquiries and COB reports**



# Enquiries

## Useful enquiries for the RMs

- From most of the enquiries mentioned on the right you can drill down to position- and trade-level
- Most of them have the same structure, but different mandatory fields
- Following enquiries available to view details of security positions.
  - **Position Summary**
    - List of all positions held within T24
  - **Positions by Portfolio**
    - Position for a particular portfolio
  - **Positions by Security**
    - Security wise portfolios
  - **Positions by Depository**
  - **Position as on trade/value date**
  - **Position between two dates**
  - **Own Book positions**
    - Own book positions with details of accruals and revaluation

The enquiry “**Positions by Portfolio**” is explained at the next slides



## Enquiry “Positions by Portfolio”

The enquiry “Positions by Portfolio” is available in the menu item *User Menu > Private Operations > Securities > Front Office > Security Position Enquiries > Positions by Portfolio*

On the selection screen the portfolio is a mandatory field. The result screen is explained at the next slide

Client Sec Position by Portfolio		<a href="#">More Options</a>	<a href="#">Find</a>
		<a href="#">Clear Selection</a>	
Portfolio	equals ▼	110285-1	✓ 🔍
Security No	equals ▼		✓ 🔍
Depository	equals ▼		✓ 🔍
Nominee	equals ▼		✓ 🔍
Closing Bal Nominal	equals ▼		

## Enquiry “Positions by Portfolio”

Here a result screen for the enquiry “Positions by Portfolio” is displayed

The positions are built based on the underlying security, portfolio and depository

If you click on the icons , additional information will be displayed

The positions are displayed by using i.e. the following criteria:

- Column “**Position**”: Position resulting out of *all* authorized trades
- Column “**Vd Position**”: Position resulting out of all authorized trades *with a value date up to “Today”*
- Columns “**Unsett ...**”: Positions resulting of trades with actual settlement, which have not been settled yet

When on the item “**Security Movements**” on the far right of the screen is clicked, all trades will be displayed, which have been building the respective position. This screen you may check in the next slide

Client Security Position by Portfolio																
Portfolio:		100285-1 Mick Ross Portfolio														
Reference Ccy:		USD														
Investment Pgm:		1														
		US Dollar														
		Balanced Model														
Security	ISIN	Depot	Position	Open Order Position	Vd Position	Unsett Cr.	Unsett Dr.	Blocked	Price Ccy	Price/Rate	Sec Ccy	Value(Sec.Ccy)	Value Ref Ccy	Unreal PL (Gross)	Unreal PL (Net)	Security Movements
000401-000	DE000A0JRF80	100492	40,000	0	40,000	0	0	0	EUR	169.82	EUR	67,928.00	76,414.86	-108.00	-913.67	Security Movements
000406-000	DE000A0EUB86	100492	15,000	0	15,000	0	0	0	EUR	1670.09	EUR	250,513.50	281,812.41	2,724.00	1,806.46	Security Movements
000416-000	SG1V25936658	100492	2,000	0	2,000	0	0	0	SGD	0.71	SGD	1,420.00	1,017.28	-1,382.29	-1,636.99	Security Movements
000417-000	US9128273X82	100492	1,000	0	1,000	0	0	0	USD	98.25	USD	982.50	982.50	0.00	-225.00	Security Movements
001000-000	FI0009000681	100492	300	0	300	0	0	0	USD	5.12	USD	1,536.00	1,536.00	315.00	240.00	Security Movements
100011-000	US4581401001	100492	500	0	500	0	0	0	USD	70.75	USD	35,375.00	35,375.00	1,405.00	854.42	Security Movements
100012-000	US5949181045	100461	0	0	0	0	0	0	USD	191.65	USD	0	0	0.00	0.00	Security Movements
100012-000	US5949181045	100492	550	0	550	0	0	0	USD	191.65	USD	105,407.50	105,407.50	7,514.50	6,121.29	Security Movements
100023-000	DE0005003404	100492	5,000	0	5,000	5,000	0	0	EUR	296.53	EUR	1,482,650.00	1,667,890.81	1,472,650.00	1,472,547.08	Security Movements
100027-000	US02079K1079	100492	501,600	0	1,600	800	0	0	USD	1615	USD	810,084,000.00	810,084,000.00	164,200.00	-1,420,721.63	Security Movements
100028-000	US92857W2098	100492	400	0	400	0	0	0	USD	22.31	USD	8,924.00	8,924.00	1,984.00	1,809.38	Security Movements
100040-000	US8855351040	100492	9,000	0	9,000	0	0	0	USD	20.43	USD	183,870.00	183,870.00	-14,130.00	-24,702.79	Security Movements

## Enquiry “Positions by Portfolio”

### Screen “List of trades, which have built the position”

Here all trades are displayed, which have built the position.

Positions are not only built by SEC.TRADEs (Reference Id starts with SECTRSC), but also by the following kind of trades:

- Reference Id starts with **SECTTSC**: SECURITY.TRANSFERS (off market trades)
- Reference Id starts with **POSTSC**: POSITION.TRANSFERS (movement of positions between portfolios or depositories)
- Reference Id starts with **DIARSC**: ENTITLEMENT (corporate action events like bonus payments, which have an impact on security positions)

When on the  icon on the far right of the screen is clicked, the details of the chosen trade/ entitlement will be displayed

Securities Position Movements

Portfolio Number:100285-1

Portfolio Name:Mick Ross Portfolio

Reference Currency:USD

Account Officer:PWM Relationship Manager

Security: 100027-000

Google LLC

Cusip:

ISIN: US02079K1079

Portfolio	+	Value Date	Reference	+	Trans type	Trade Ccy	Sec No	+	Price	Nominal	
100285-1		24 MAR 2020	SCTRSC20084P3917.1		SECURITY PURCHASE	USD	100027-000		1496	300	
100285-1		26 MAR 2020	SCTRSC20086JV9Q3.1		SECURITY PURCHASE	USD	100027-000		1514	500	
100285-1		30 MAR 2020	SCTRSC20086QDZDN.1		SECURITY PURCHASE	USD	100027-000		1514	100	
100285-1		03 APR 2020	SCTRSC20091BGBR7.1		SECURITY PURCHASE	USD	100027-000		1518	500	
100285-1		17 APR 2020	SCTRSC201088BM0J.1		SECURITY PURCHASE	USD	100027-000		1615	500,000	
100285-1		31 MAR 2020	SECTSC20091BXP1F.1		SEC TRANSFER IN	USD	100027-000		1518	200	

# Enquiries for the customer

## Useful enquiries for the RMs to show to the customers

- All those enquiries contain also graphical elements, which make the respective screens “nicer” and allow to drill down on a very deep level
- It can be started either on customer level or directly at portfolio level
- If the enquiry should be used to show positions of portfolios, of which a specific RM takes care, use the menu items starting with “RM...”

Via the example of the enquiry “**Portfolio overview**” the next slides shall give an impression of the facilities for those enquiries



## Enquiry “Portfolio overview”

The enquiry “Positions by Portfolio” is available in the menu item *User Menu > Private Operations > Securities > Front Office > Customer and Portfolio Overview > Portfolio Overview*.

On the selection screen it may be searched i.e. via the portfolio Id. Some result screens are shown at the next slides

1

Find Portfolio [More Options](#) [Clear Selection](#) [Find](#)

Portfolio	equals	100285-1
Client No	equals	
Sub Account	equals	
Start Date	equals	
Account Name	equals	
Account Officer	equals	
Ref Ccy	equals	
Valuation Amount	equals	

2

### Portfolio Details

Portfolio Id	Client	Portfolio Name	Investment Program	Managed Account	Sub Account	Tax Residence	Tax Res Eff Date	Reference Currency	Valuation Amount	
100285-1	Mick Ross	Mick Ross Portfolio	Balanced Mod	Discr				USD	7,146,494.11	

## Enquiry “Portfolio overview”

3

Portfolio No. 100285-1 Name Mick Ross Portfolio Valuation Date 17 APR 2020 Online No  
 Client No. 100285 Name Mick Ross Reference Ccy USD Managed Account Discretion  
 Account Officer PWM Relationship Manager Valuation Ccy USD Investment Program Balanced A  
 Valuation Amt 7,146,494.11 Margin Value -241,062,531.84 Portfolio Start 01 JUN 20

Portfolio No: 100285-1 Asset Ccy Grid

Valuation Matrix Recent Trades Unsettled Txns Unauth Entitlements Portfolio Holdings Orders

Results 1 - 74 of 74

**Valuation Details**  
 Portfolio: 100285-1  
 Valuation Ccy: USD Reference Ccy: USD

Asset Group	Value in Val Ccy	Cost in Val ccy	Estimations
Derivatives	0.00		0.00
Finance Accounts	-810,689,266.65		-810,689,266.65
Bonds	534,302.77	537,825.53	-3,522.76
Loans And Deposits	-235,500.00		-235,500.00
Others	0.00		0.00
Structured Products	70,000.00		70,000.00
Monetary Papers	96,270.20	99,926.47	-3,656.27
Derivatives	0.00		0.00
Equities	816,232,456.55	820,120,430.21	-3,887,973.66
Derivatives	0.00		0.00
Mutual Funds	372,600.00	571,051.26	-198,451.26
Others	50,000.00		50,000.00
<b>Total Valuation:</b>		USD 6,430,862.87	
<b>Valuation Incl Accr Int and Div:</b>		USD 6501294.11	
<b>Estimated Return:</b>		USD -814,898,370.60	

\*Estimated Returns is only indicative and based on Market Value Less Cost

Portfolios contain not only positions in securities, but also in **all other assets** – i.e. accounts, loans, FX



## Enquiry “Portfolio overview”

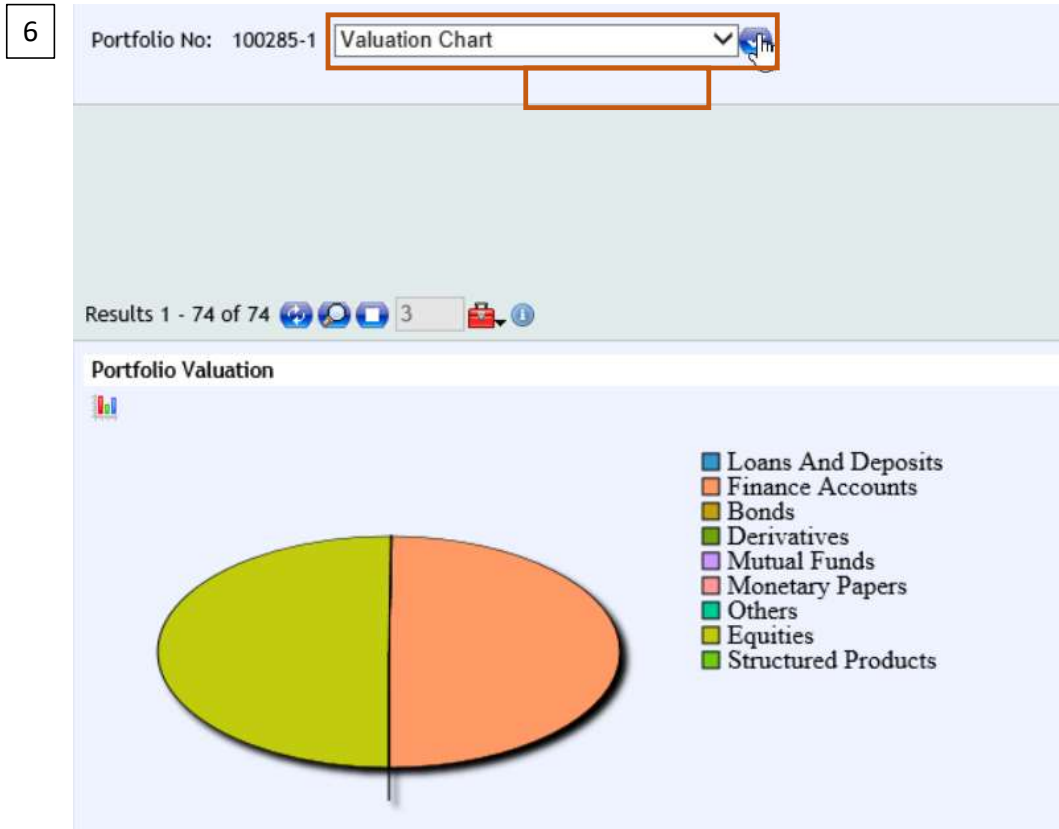
4

Valuation Matrix   Recent Trades   Unsettled Txns   Unauth Entitlements <b>Portfolio Holdings</b> Orders													
Results 1 - 19 of 52													
<b>Security Holdings by Portfolio</b>													
Portfolio: 100285-1   Mick Ross Portfolio Ref Ccy: USD US Dollar													
Sec No	Bond Share	Sec Ccy	Nominal	Price Ccy	Price/Rate	Value	Cost	Open	Blocked	Avg Life	Mat Date	Unreal PL	
000401-000	B	EUR	40,000.00	EUR	169.82	67,928.00	68,841.67	0	0			-913.67	List of Trades
000406-000	B	EUR	15,000.00	EUR	1670.09	250,513.50	248,707.04	0	0			1,806.46	List of Trades
000416-000	S	SGD	2,000.00	SGD	0.71	1,420.00	3,056.99	0	0			-1,636.99	List of Trades
000417-000	B	USD	1,000.00	USD	98.25	982.50	1,082.50	0	0			-100.00	List of Trades
001000-000	S	USD	300.00	USD	5.12	1,536.00	1,296.00	0	0			240.00	List of Trades
100011-000	S	USD	500.00	USD	70.75	35,375.00	34,520.58	0	0			854.42	List of Trades
100012-000	S	USD	0	USD	191.65	0	0	0	0			0.00	List of Trades

5

Valuation Matrix <b>Recent Trades</b> Unsettled Txns   Unauth Entitlements   Portfolio					
Results 1 - 85 of 85					
<b>Trades for Last 30 Days</b>					
Transaction Ref	Security No	Security Name	Currency	Inputter	
SCTRSC20079Y680R	800100-001	Macy Inc	EUR	OFFICER	
SCTRSC20079CY31B	800000-006	Accenture Plc	EUR	OFFICER	
SCTRSC20079L9VBB	800100-002	Macy's Inc Temp	EUR	OFFICER	
SCTRSC20079X3ZFP	100056-000	Biogen	USD	OFFICER	
SCTRSC200794ZLGC	001000-000	Nokia	USD	OFFICER	
SCTRSC20079TDNWP	100056-000	Biogen	USD	OFFICER	
SCTRSC20079CVXDN	100023-000	Adidas Ord (De)	EUR	OFFICER	

## Enquiry “Portfolio overview”



# COB reports

The following “Close of business” reports i.e. for orders are available

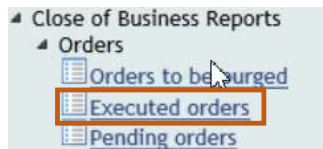
- **Orders to be purged**
  - Expired orders
- **Executed Orders**
- **Pending Orders**
- On the next slides screenshots of the COB report for executed orders is displayed

- ▣ Securities
  - ▢ Front Office
  - ▢ Middle Office
  - ▣ Back Office
    - ▢ Securities Authorisation
    - ▢ Security Settlement
    - ▢ Incoming MT548
    - ▢ Transfer Transactions
    - ▢ Transaction Reversal
    - ▢ Advisory/Safekeep Fees
    - ▢ Security Master
    - ▢ Stock Reconciliation
    - ▢ Vault Control
    - ▢ Blocks and Restrictions
    - ▢ Corporate Actions
    - ▢ Trailer Fees
    - ▢ Sc CGT Details
    - ▢ Sc EU Tax Details
    - ▢ Fatca Withholding
    - ▢ Segregated Accounts
    - ▢ Precious Metals Safe Custody
    - ▢ Margin Trading
    - ▢ Sc Bond Lending
    - ▢ Third Party Custody
    - ▢ Trade Aggregation
    - ▢ Upfront Payment Transactions
    - ▢ Miscellaneous Messages
    - ▢ Accounting Entries
    - ▢ Straight Through Processing
    - ▣ Close of Business Reports
      - ▢ Orders
      - ▢ Corporate Actions Warnings
      - ▢ Valuation Reports
      - ▢ Advisory/Safekeep Fee Reports
      - ▢ Other Reports

## COB report “Executed orders”

Searching for the respective report

1 – menu item



2 – the report for the GB model bank has been chosen, which had been generated at **calendar** date (not system date) 19.07.2020

**Open Orders Executed**  
Batch Run: 19 JUL 2020 10:57 INPUTTER

Company Name	Report Name	Date Created	Time Created	Batch	Requested By	Hold ID	
SG1	EXECUTED.OPEN.O	19 JUL 2020	11:05	Yes	EXECUTED.OPEN.ORDERS	19194616053995800	
BNK	EXECUTED.OPEN.O	19 JUL 2020	11:05	Yes	EXECUTED.OPEN.ORDERS	19194783613995700	
AU1	EXECUTED.OPEN.O	19 JUL 2020	11:05	Yes	EXECUTED.OPEN.ORDERS	19194806243993300	
BSG	EXECUTED.OPEN.O	19 JUL 2020	11:06	Yes	EXECUTED.OPEN.ORDERS	19194743573996200	
US1	EXECUTED.OPEN.O	19 JUL 2020	11:06	Yes	EXECUTED.OPEN.ORDERS	19194743573997000	

Navigation icons: << < 1 2 3 4 5 > >>

## COB report “Executed orders”

### Report screen

3	<div>SC110103 MODEL BANK.</div> <div>ACCOUNT OFFICER : Implementation</div> <div>ORDER DATE</div>	OPEN ORDERS EXECUTED ON 16 APR 2020	<div>DELIVERY POINT: Implementation'LL'ORIGINAL</div> <div>NUMBER</div> <div>NAME</div> <div>CODE</div> <div>PRICE</div>	<div>SECURITY AC.</div> <div>QUANTITY</div> <div>CUSTOMER N</div>	PAGE NO 0
ACCOUNT OFFICER : 56 Trade Finance Officer					
16 APR 2020 100329-1	Antonio Kos	100051-000	Applied Materia	BUY	0 70.90 USD 10,000
16 APR 2020 100329-1	Antonio Kos	100054-000	Fastenal Compan	BUY	0 39.10 USD 5,000
ACCOUNT OFFICER : 71 Independent Asset Manager 1					
16 APR 2020 100295-1	Sears Roebuck	100051-000	Applied Materia	BUY	0 70.90 USD 5,000
16 APR 2020 100295-1	Sears Roebuck	100054-000	Fastenal Compan	BUY	0 39.10 USD 5,000
16 APR 2020 100295-1	Sears Roebuck	100106-000	LG.Philips LCD	BUY	0 62.53 USD 2,000
ACCOUNT OFFICER : 74 PWM Relationship Manager					
16 APR 2020 100404-1	Andrea Barnes	300300-000	Us Govt Tres No	BUY	0 159.98 USD 5,000
16 APR 2020 100407-1	Herman Schwarz	000400-006	Aviva Ord	SEL	0 3.15 GBP 6,000
16 APR 2020 100390-1	Ian Norman	100106-000	LG.Philips LCD	BUY	0 62.53 USD 4,000
16 APR 2020 100291-1	Mrs Buffet	300300-000	Us Govt Tres No	BUY	0 159.98 USD 5,000
ACCOUNT OFFICER : 79 PWM Portfolio Advisor					
16 APR 2020 100400-1	Robert Bosch Jr	100106-000	LG.Philips LCD	BUY	0 62.53 USD 4,000
16 APR 2020 100744-1	Gary Ward	000400-006	Aviva Ord	SEL	0 3.15 GBP 4,000
16 APR 2020 100287-1	Roberto Consoli	100054-000	Fastenal Compan	BUY	0 39.10 USD 5,000
16 APR 2020 100287-1	Roberto Consoli	100051-000	Applied Materia	BUY	0 70.90 USD 5,000



**Thank you**

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