

Bulk Update - Historical Cost

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If you have a large number of awards that you need update, you can utilise out Bulk Upload tool.

- 1. Select the **Interval**, which represents your preferred reporting period length. It may be Yearly, Quarterly, or Monthly.
- 2. Select the **Reporting Period** date for which you wish to review and update your historical cost.

Expense Amortisation

Option Awards

Expense Reports

Compensation Cost Settings

Historical Costs

Fair Value

Historical Cost

You can update the cost that has been booked for prior years from the earliest date of grant so that the current cost can be compared with the prior year costs

Interval

Yearly

Quarterly

Monthly

View and Update the Historical costs based on:

Select Reporting Period

31 Dec 2020

View and Update Historical cost

Update Historical cost in bulk

Grant Certificate	Employee ID	Stakeholder Name	Scheme	Grant Date	Exercise Price	Vesting Date	Fair Value	Historical Cost
SX_OA_001		Shane Coates	StartX Option Award Plan	Jul 01 2018	SGD 0.10	Jul 01 2019	-	<div>SGD</div> <div>En...</div>
SX_OA_001		Shane Coates	StartX Option Award Plan	Jul 01 2018	SGD 0.10	Jul 01 2020	-	<div>SGD</div> <div>En...</div>
SX_OA_001		Shane Coates	StartX Option Award Plan	Jul 01 2018	SGD 0.10	Jul 01 2021	-	<div>SGD</div> <div>En...</div>

Update Historical cost

3. Click **Update Historical Cost in Bulk**.

Upload Historical Cost

Select Reporting Period:

31 Dec 2020

STEP 1:

Download data upto 31 Dec 2020

Download

STEP 2:

Upload updated file

Supporting Documents

Drag and Drop Files to Upload

Choose File

Cancel

Upload Historical cost

4. In the displayed **Update Historical cost** dialog box:

- a. Select the **Reporting Period**.
- b. Either follow the prompt on the screen to capture life-to-date expense booked as at the specified reporting end date for the relevant awards and click **Update Historical cost**, or
- c. Click on Update Historical cost in bulk to export the data, update the spreadsheet and upload the values in an Excel format.