User Manual - Windows T4U

EUROPEAN INSURANCE
AND OCCUPATIONAL PENSIONS AUTHORITY

Version No.	**: 0.1**
Date	**: 21/Nov/2014**

Contents

I Getting Started

I.1 Purpose

This document aims to provide an overview of the XBRT (eXtensible Business Reporting Toolkit) project. At this moment it still as draft for EIOPA and EIOPA's members review.

1) **Windows T4U** - this component of the solution will be used by the Undertakings to manage (produce, edit/correct, review, etc.) their XBRL filings with a Windows form application. This will

   - Provide a user friendly interface for rendering Solvency II templates, manual input of data and validation;
   - Create, read and validate XBRL reports;
   - Validate and view the created XBRL reports using a third-party viewer and validator (Arelle);
   - Database-based: Validations at database level (not XBRL assertions based) built around a database with an architecture similar to CRDIV, and with structures to facilitate extensive data migrations;
   - Simple export/import capabilities from Excel (plain Excel files).

2) The product provides an easy to use windows based interface to manage create, read, and update SolvencyII data. In itself it gathers all its data from a SQLite database known as XBRT.

3) Once data has been successfully managed XBRL files can be created for distribution through the export mechanism.

More information about the T4U project can be found at http://t4u.eurofiling.info/

I.2 Audience

I.3 Acronyms, Abbreviations, Terms and Definitions

Abbreviation	Description
EIOPA	European Insurance and Occupational Pensions Authority
XBRT	Extensible Business Reporting Toolkit
T4U	Tool for Undertaking
XBRL	Extensible Business Reporting Language

II Installation – Client Side

II.1 Permission required

The user should have windows user account to install the application. Guest user account will not be supported by the ClickOnce installation.

II.2 Prerequisite

Microsoft Dot Net frame work version	Version 3.5

Note: admin rights required to install the dot net in the end user's machine.

Workspace Deployment Client-Side Platform Supported Operating Systems:

Operating System	Version	Machine type
Microsoft Windows	8.0 / 8.1 / 7 / Vista	32/64 bit

Workspace Client-Side Platform Supported Browsers:

Browser Type	Version
Microsoft Internet Explorer	8 or higher
Mozilla Firefox	3 or higher
Google Chrome	30 or higher

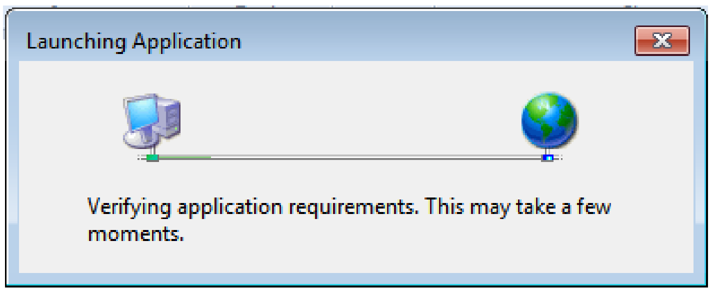
II.3 Steps to install Windows T4U

II.3.1 Already meets the minimal requirements (recommended installation)

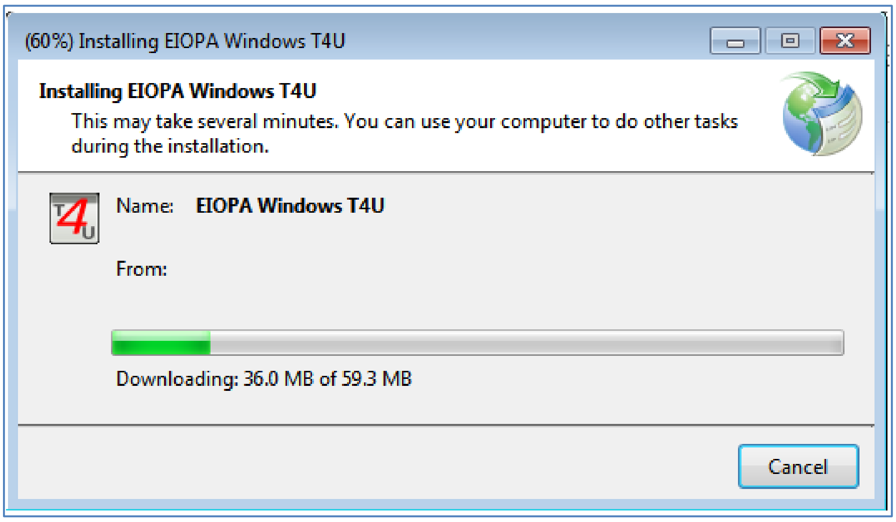
1. Use your Web browser to navigate to the following url:

http://dev.eiopa.europa.eu/XBRT/Deployment/2015/WindowsT4U/PRO/SolvencyII_T4U_PREP_2015_PRO.application

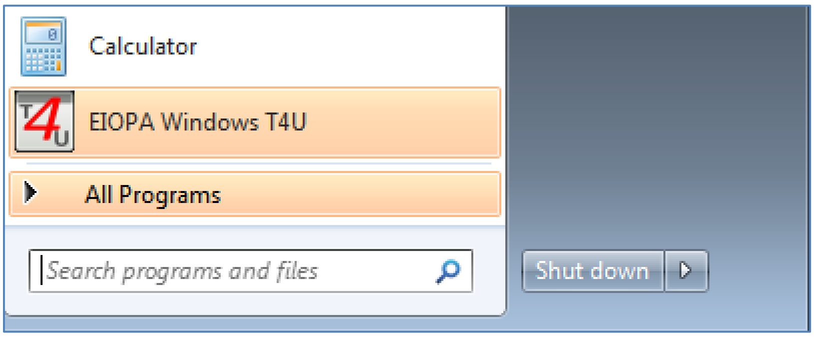
2. Click **Install** in the application installation dialog box.



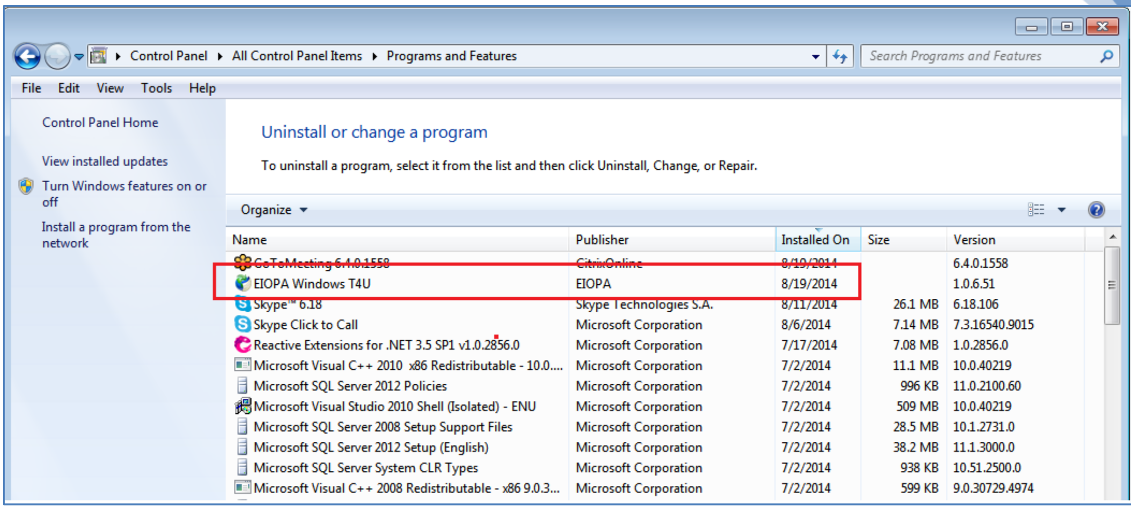
3. This installer window displays a progress bar.



After installation the application will be available in the **All Programs** section.



Also the user can verify the installation in the Control Panel's Programs and Features section



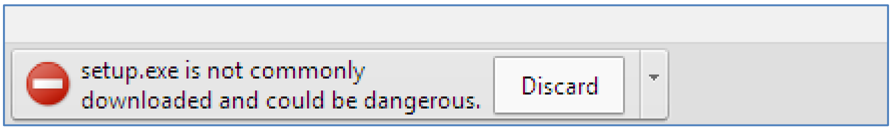
4. Sample Installation Folder structure:
   C:\Users\<<username>>\AppData\Local\Apps\2.0
5. After the installation, Whenever the user opens/runs the application,
   The application checks for updates and if any are available it will download them and update in the user's system, and then ClickOnce will launch the Windows T4U application.

II.3.2 Not meets the minimal requirements (.Net Framework)

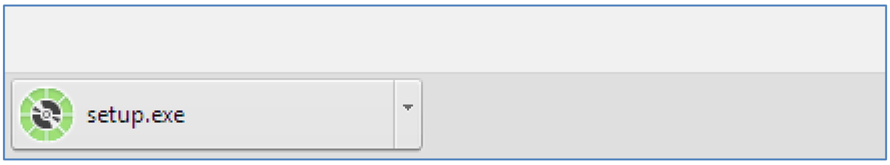
1. If you do not have the minimal requirements, Use your Web browser to navigate to the following url:

   http://dev.eiopa.europa.eu/XBRT/Deployment/2015/WindowsT4U/PRO/setup.exe

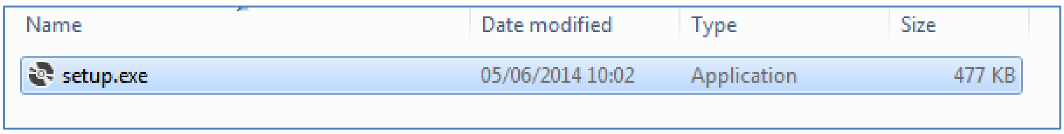
2. Download the installer by clicking the provided link in the website.
3. Your Web browser opens a window and it prompts to confirm the download the executable.
4. Depending upon the browser and browser setting you may get the below step.



5. Choose to run the file or save the file.

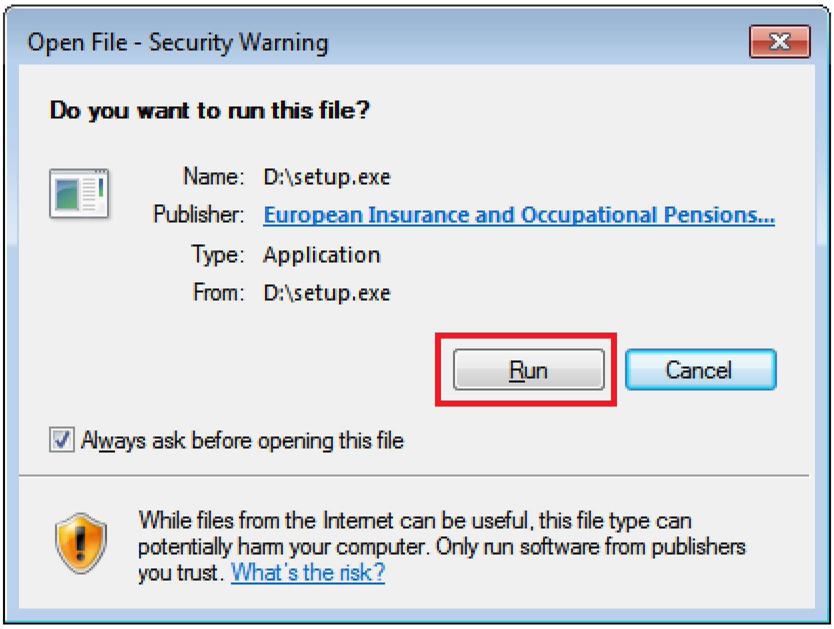


Normally the installer will be downloaded in the "\Downloads" folder.
<u>Folder structure</u>: C:\Users\<<User Name>>\Downloads



Execute/double click the setup.exe file.

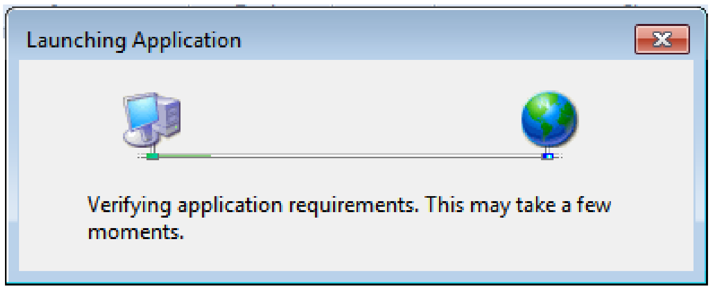
6. The Open file dialog box will appear.



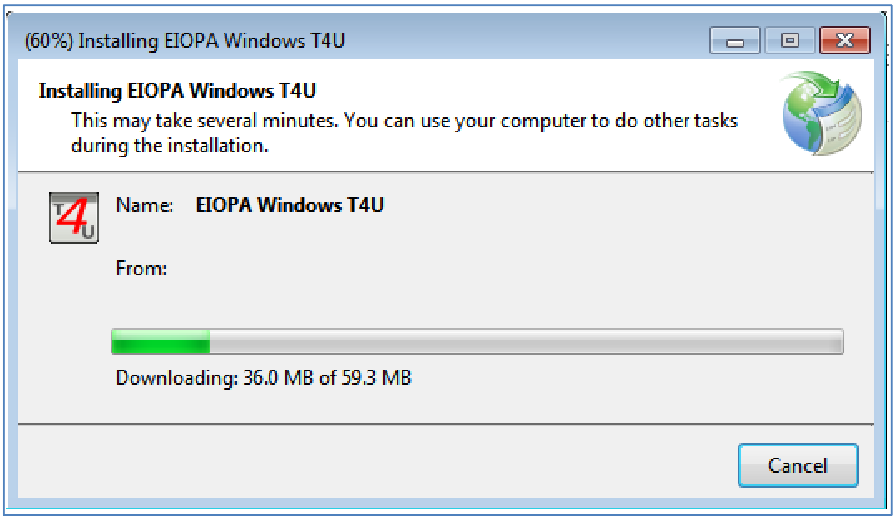
7. Click Run.
8. If its first time installation then Click Once will give them an opportunity to first installs any prerequisites (such as the .NET 3.5 Framework). With the prerequisites completed, Click Once will install the application.

Note: Admin rights may require to install the prerequisites.

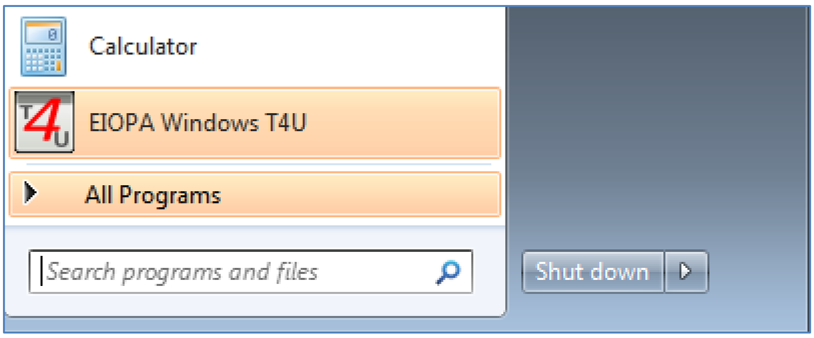
9. Click **Install** in the application installation dialog box.



10. This installer window displays a progress bar.



After installation the application will be available in the **All Programs** section.



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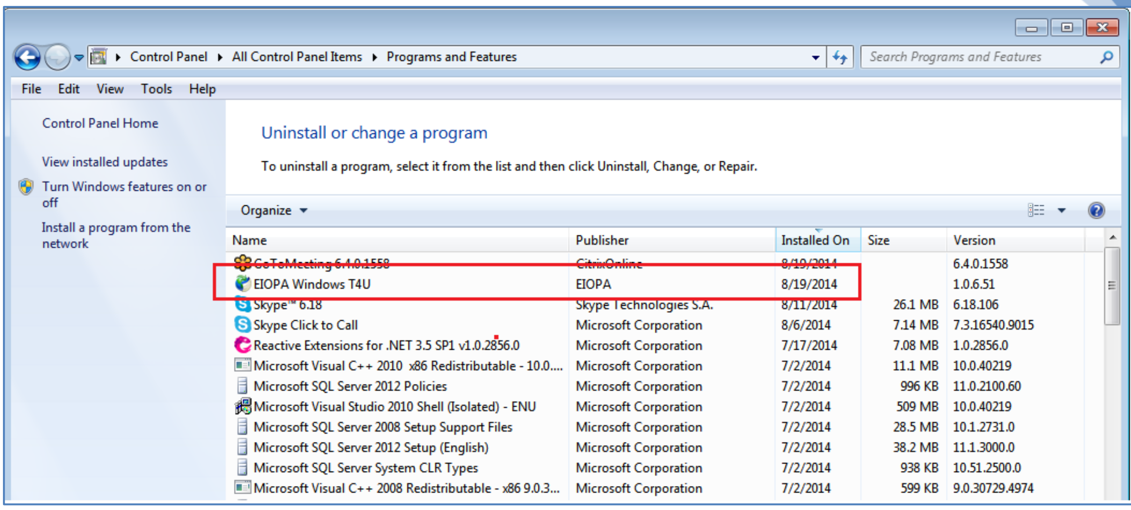


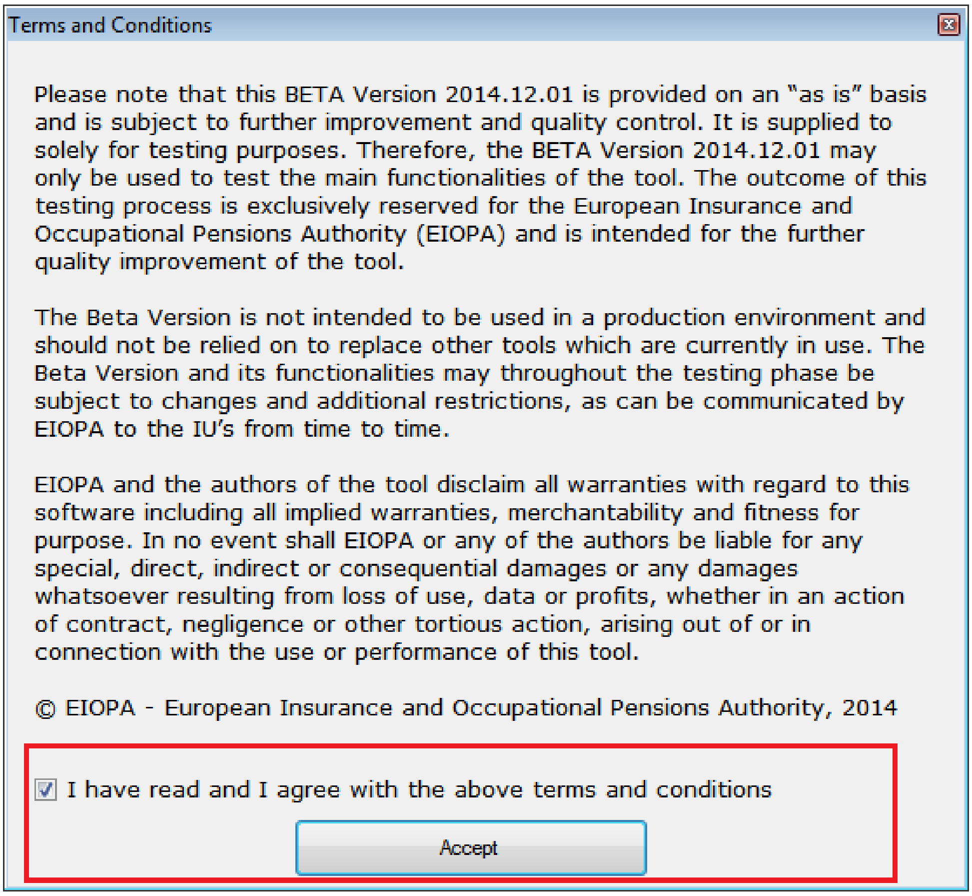
11. Sample Installation Folder structure:

C:\Users\<<username>>\AppData\Local\Apps\2.0

III Launching Application

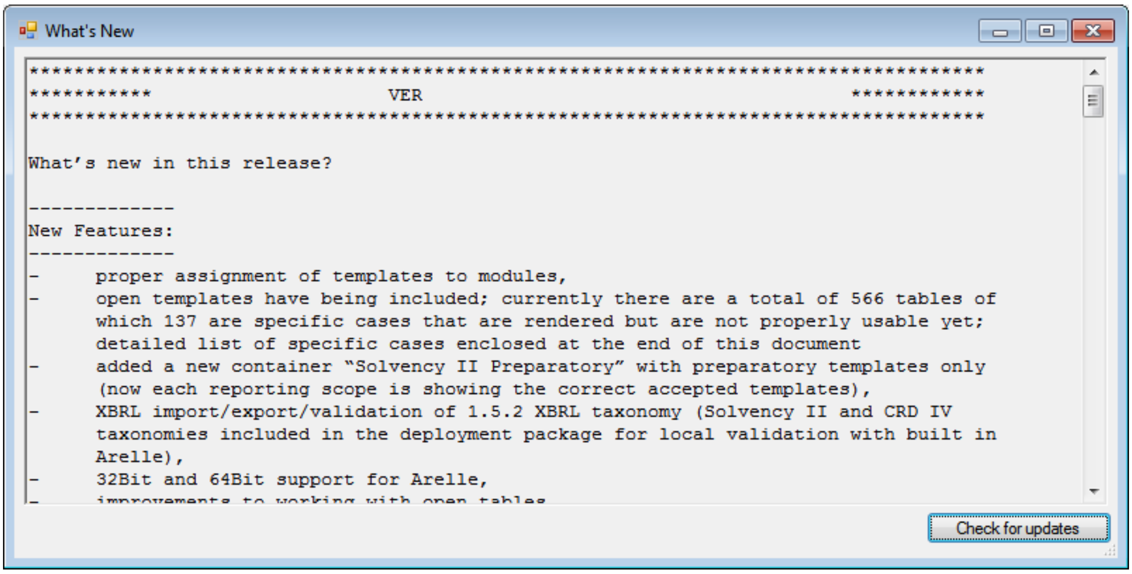
<u>Terms and Conditions:</u>

After the successful installation, The Terms and Conditions condition window will appear, Accept the **Terms and Conditions** to continue work with application. This window will appear every time whenever the user launching the application.



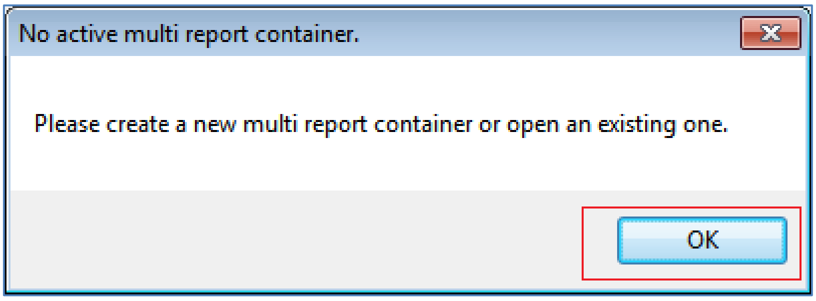
What’s New?

What’s New window will appear every time after the successful new installation/application update.



The user can view the New Features, Bugs Fixes, Known bugs and Missing features to be included in next releases details for the current/past releases.

At first time **Or** if the no container/file connected to the application, the following message will appear. Follow the steps mentioned in the File/Multi report container section to create appropriate container.



IV File/Multi report container

Please note that CRDIV and Solvency 2 containers are not available in public version yet. Only preparatory phase is available.

IV.1 Create a new multi report container

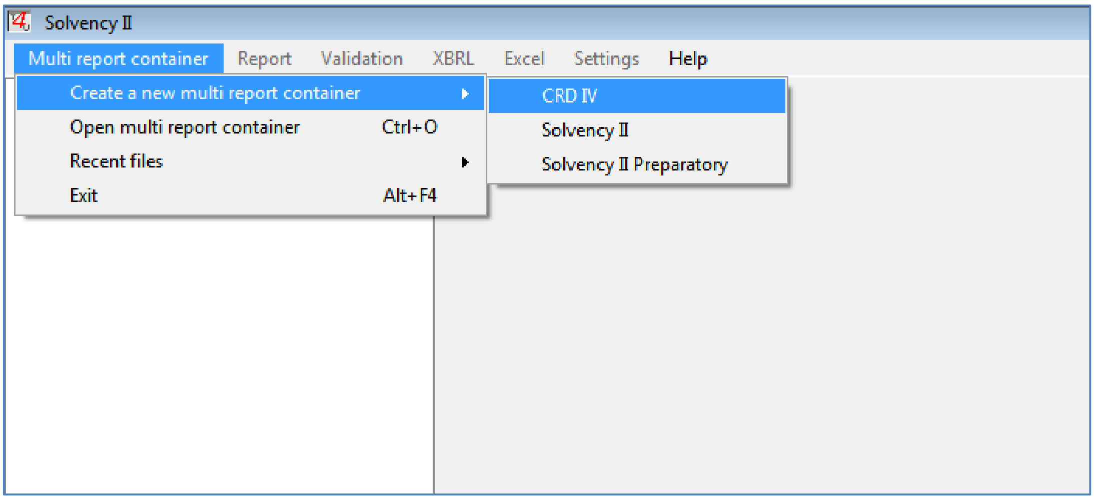
A container is an individual file that can storage one or more reports. The user can create any following list of container type.

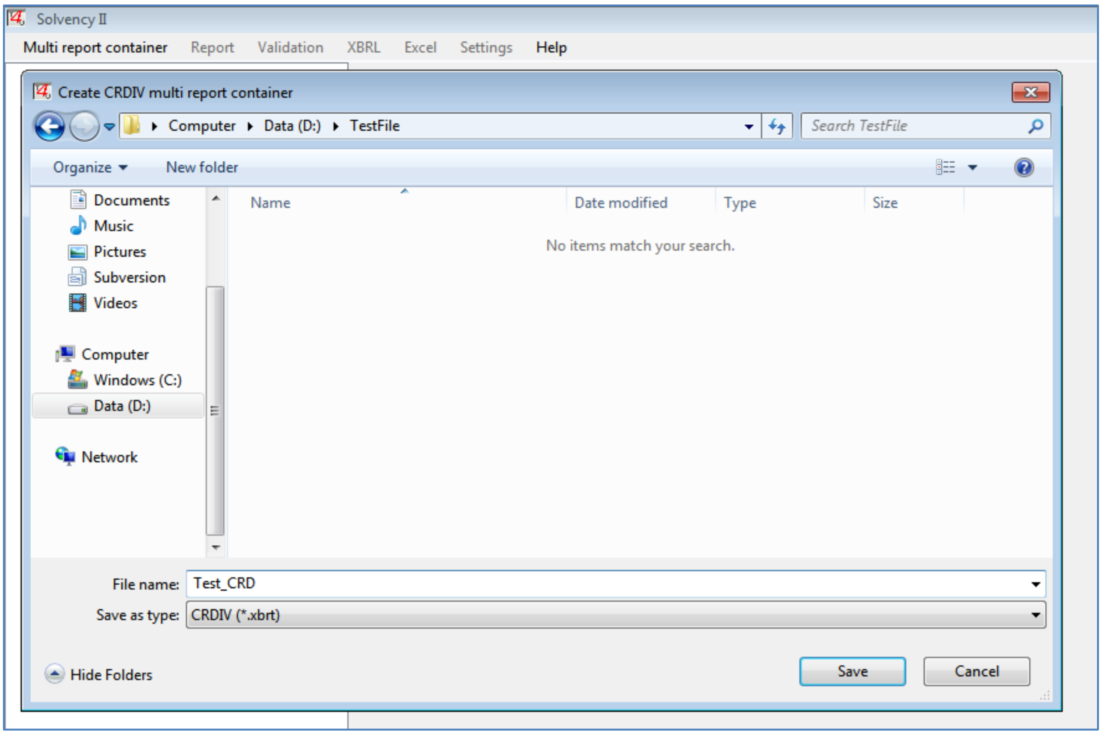
Container Types:

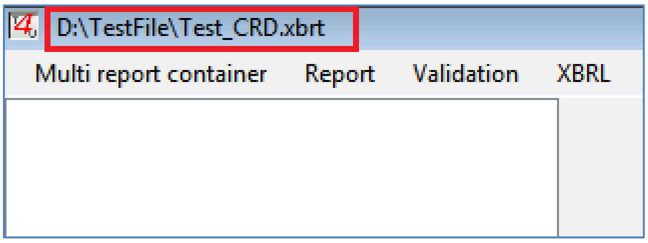
1) **CRD IV**
2) **Solvency II**
3) **Solvency II Preparatory**

IV.1.1 Create a new multi report container – CRD IV

1. Select the **Multi report container** menu.
2. On the **Multi report container** menu, select **create a new multi report container** menu.
3. Choose **CRD IV** container type from the menu.
4. Provide the file name and path in the **Create CRDIV multiport container** dialog box.
5. Click **Save** to create the container file.
6. The application will create the container file in the provided location.
7. The user can verify the created XBRT file in the top title bar of the application.

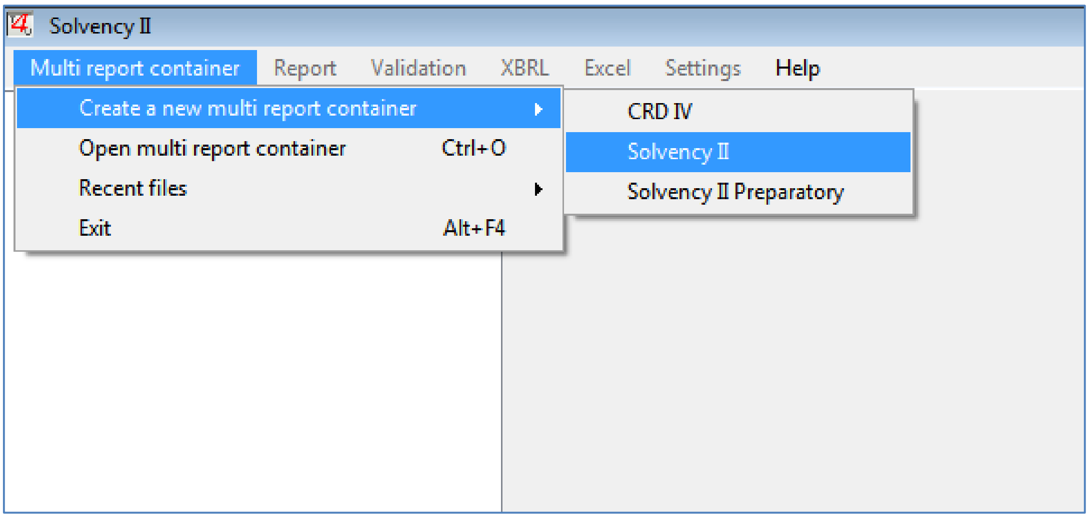


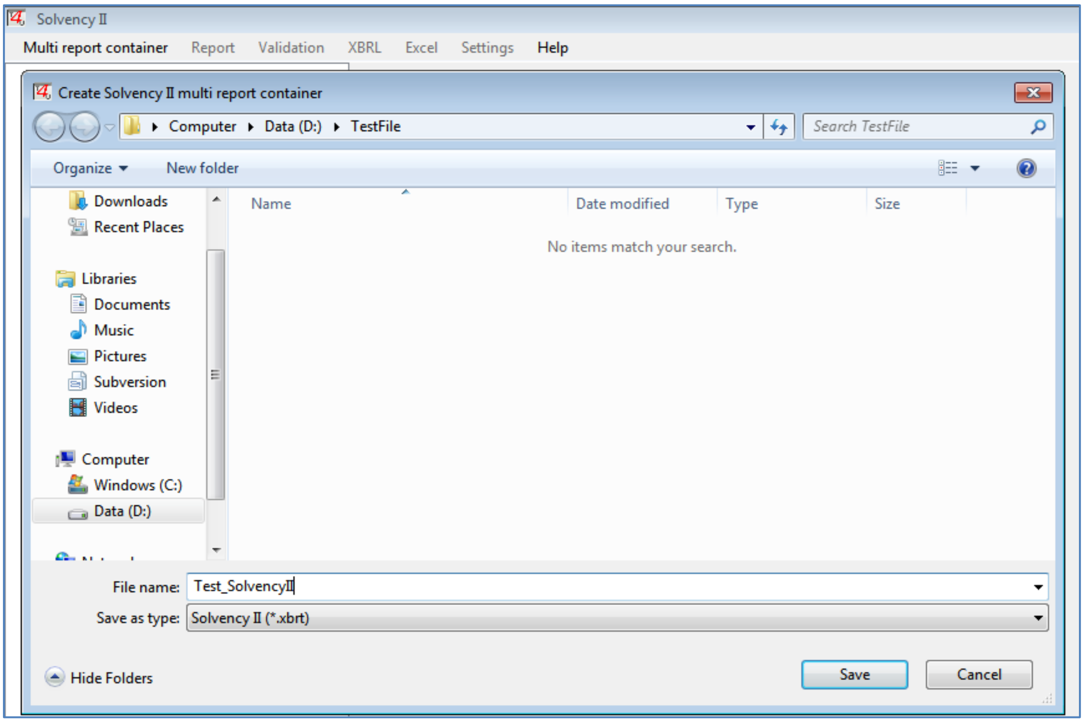


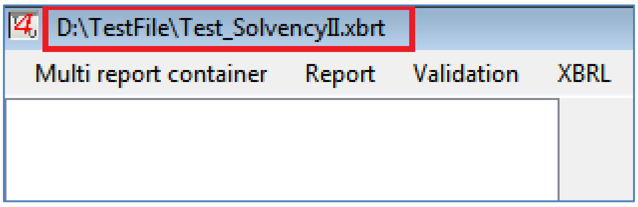


IV.1.2 Create a new multi report container – Solvency II

1. Select the **Multi report container** menu.
2. On the **Multi report container** menu, select **create a new multi report container** menu.
3. Choose **Solvency II** container type from the menu.
4. Provide the file name and path in the **Create Solvency II multiport container** dialog box.
5. Click **Save** to create the container file.
6. The application will create the container file in the provided location.
7. The user can verify the created XBRT file in the top title bar of the application.

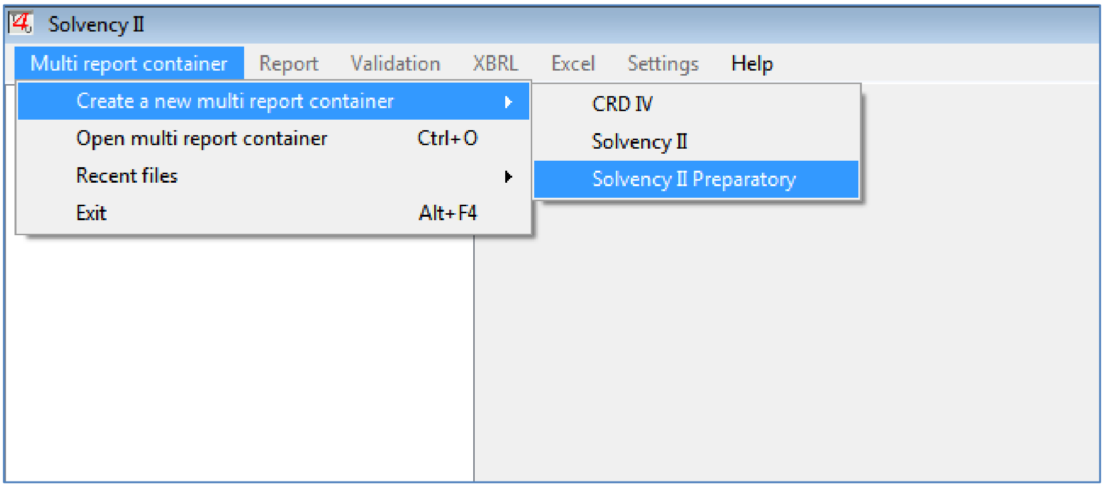


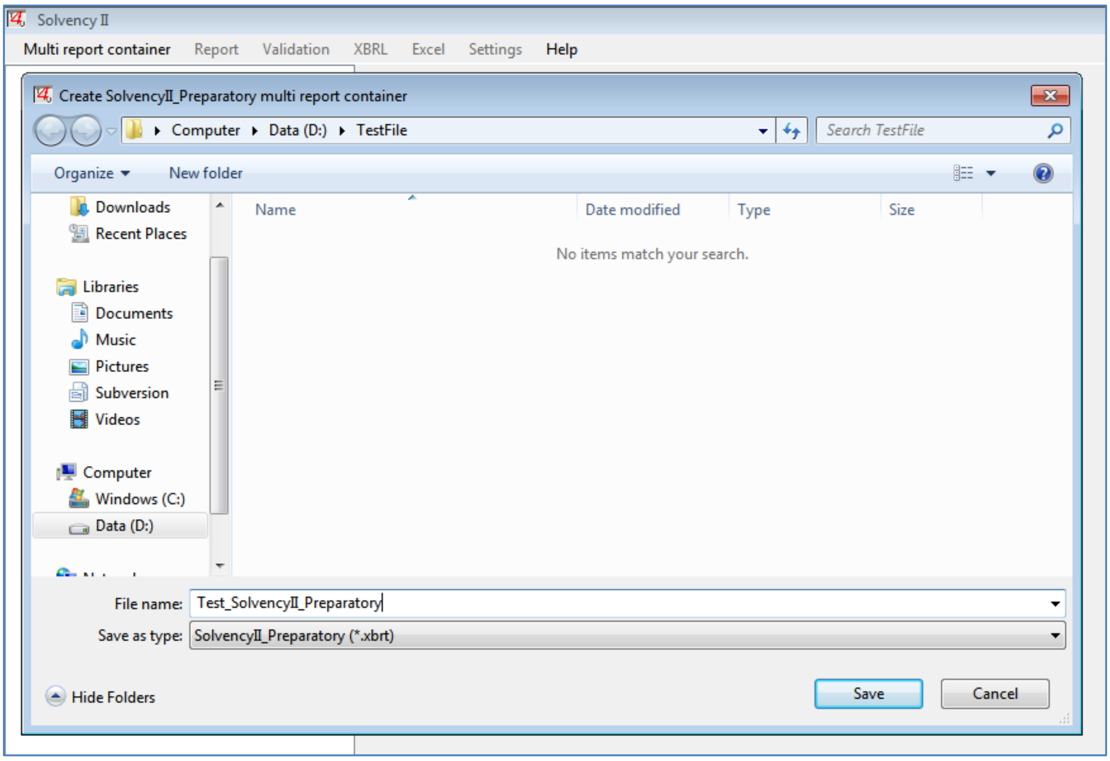


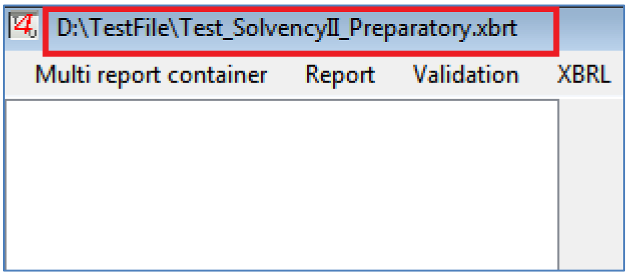


IV.1.3 Create a new multi report container – Solvency II Preparatory

1. Select the **Multi report container** menu.
2. On the **Multi report container** menu, select **create a new multi report container** menu.
3. Choose **Solvency II Preparatory** container type from the menu.
4. Provide the file name and path in the **Create Solvency II Preparatory multiport container** dialog box.
5. Click **Save** to create the container file.
6. The application will create the container file in the provided location.
7. The user can verify the created XBRT file in the top title bar of the application.

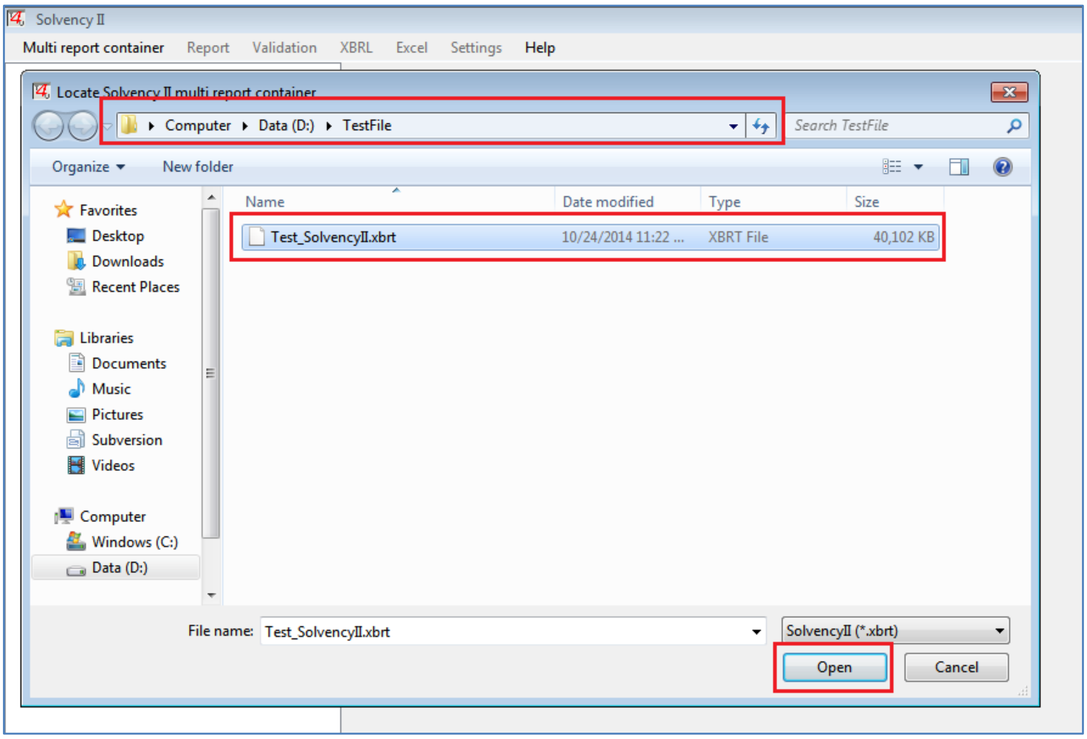


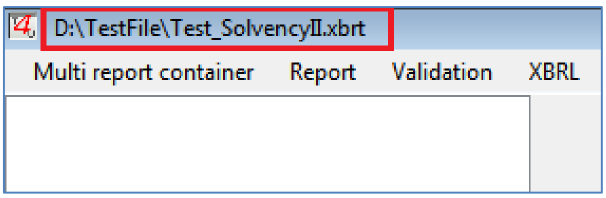




IV.2 Open multi report container

1. Select the **Multi report container** menu.
2. On the **Multi report container** menu, select the **Open multi report container** menu.
3. Locate the **container/XBRT** file location in the **Locate <<selected container type>> multi report container** dialog box.
4. Click "Open" to open the existing XBRT/container file. The user can verify the opened XBRT file in the top title bar of the application.

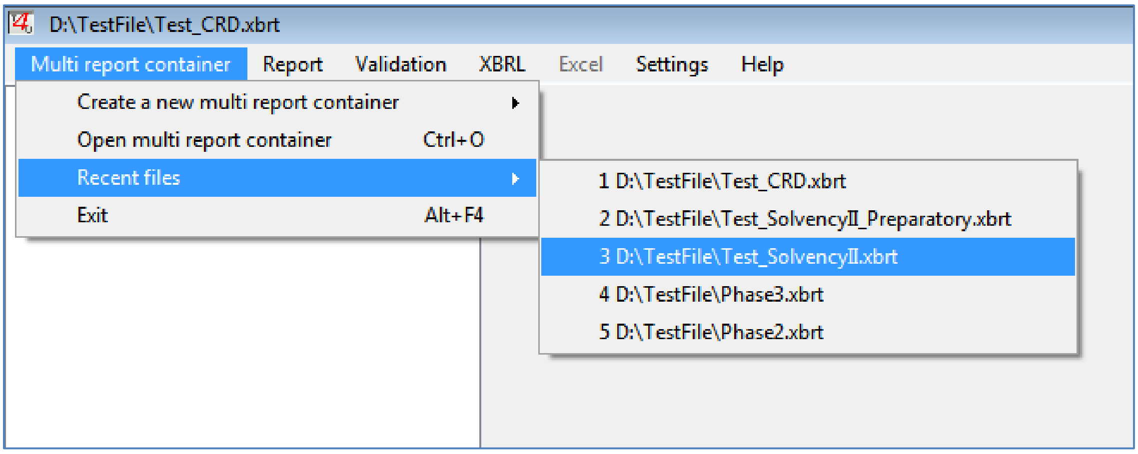


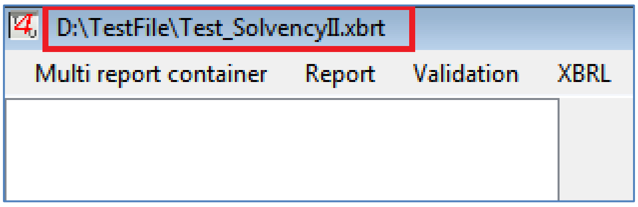


IV.3 Recent files

1. Select the **Multi report container** menu.
2. On the **Multi report container** menu, select the **Recent files** menu.

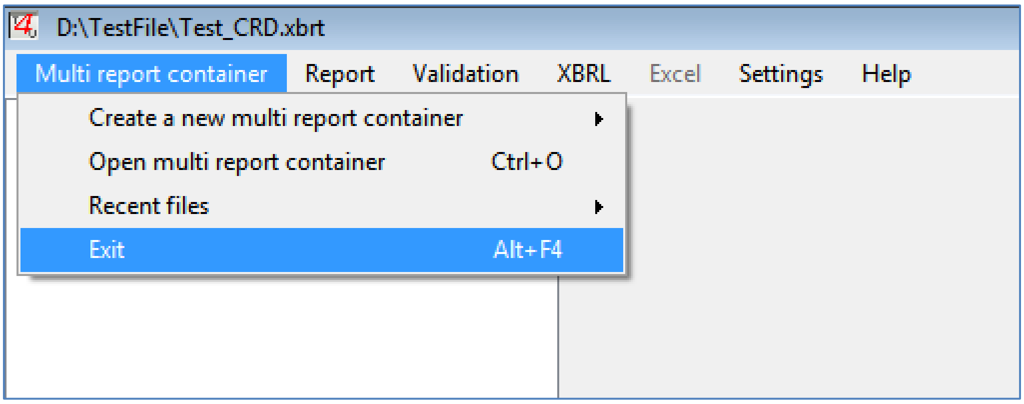
3. From the list of sub populated menu, select any one of the recent container file.
4. The user can verify the opened XBRT file in the top title bar of the application.





IV.4 Exit

1. Select the **Multi report container** menu.
2. On the **Multi report container** menu, select the **Exit** menu.
3. The application will get closed.



V Report

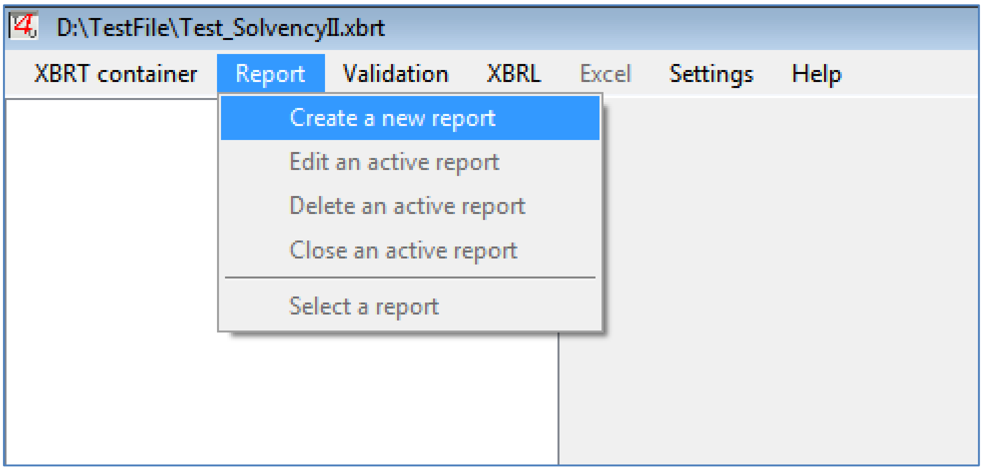
V.1 Create a new report

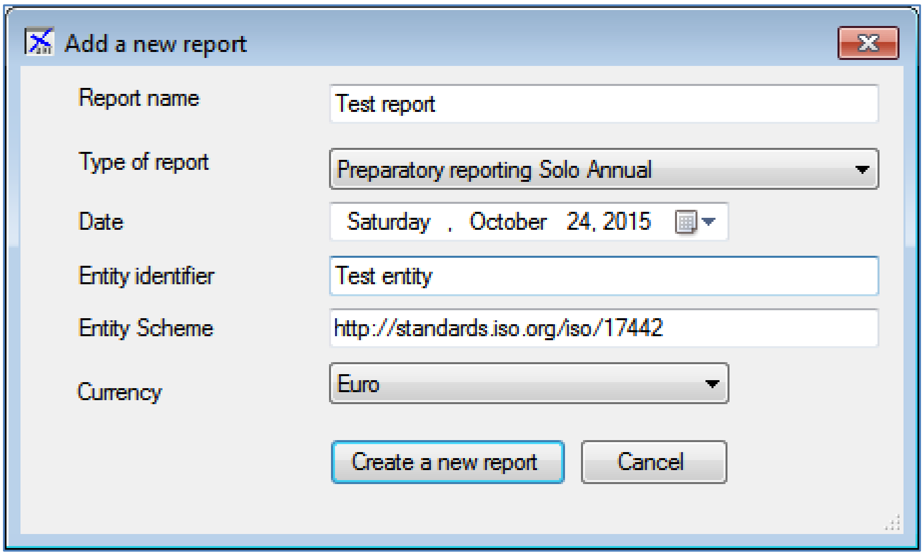
<u>**Prerequisite**</u>**: The Container/File should be created before to create the report.**

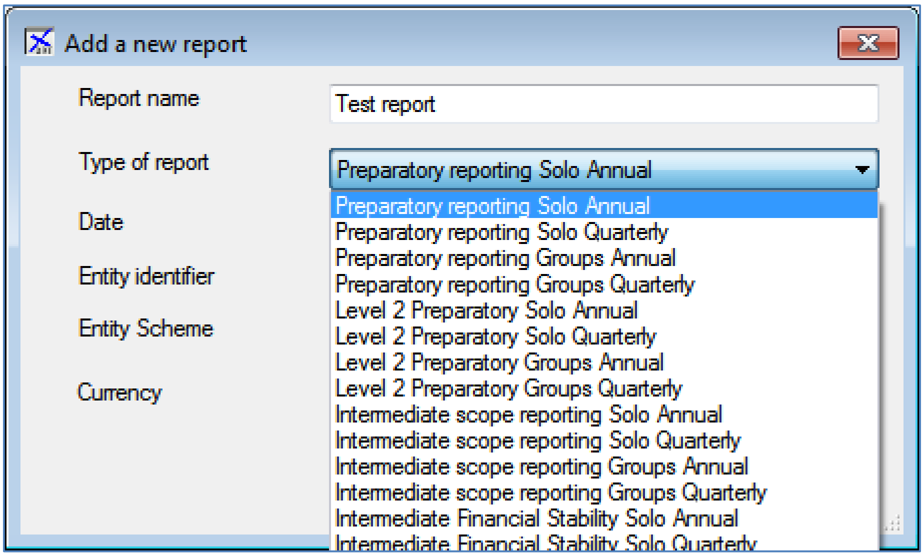
1. Select the **Report** menu
2. On the **Report** menu, select the **Create a new report** menu**.**
3. Provide the data for the required fields in the **Add New Report** dialog.
    - Internal report name
    - Type of report
    - Date
    - Entity ID
    - Currency
4. Click on **create new report**
5. The new report will be created then the available templates will be displayed in the left side tree view.

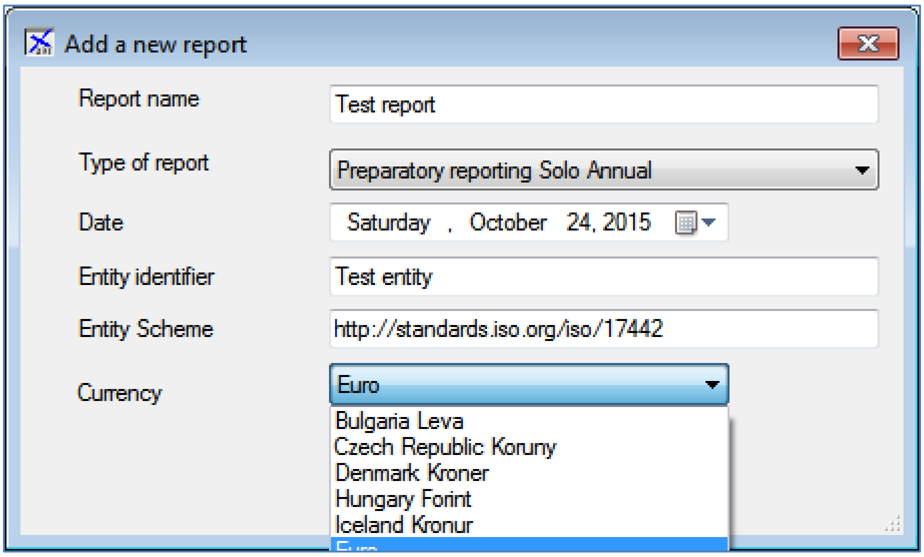
<u>**Note:**</u>

The user can select the **Module** from the Type of report dropdown.



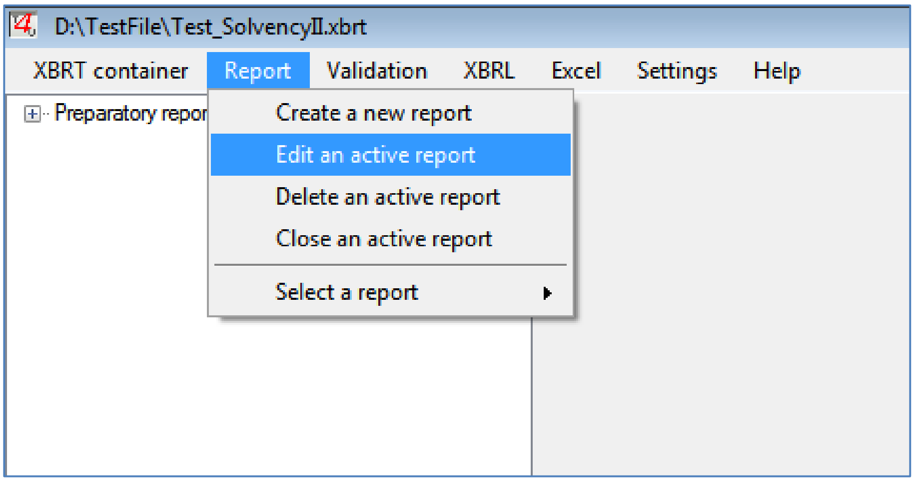


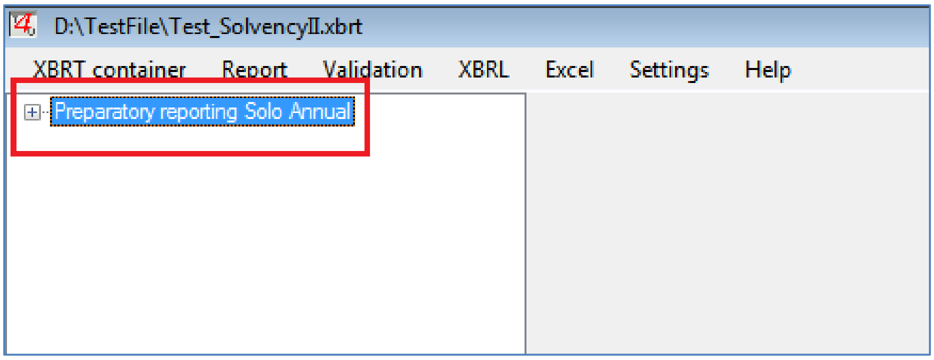


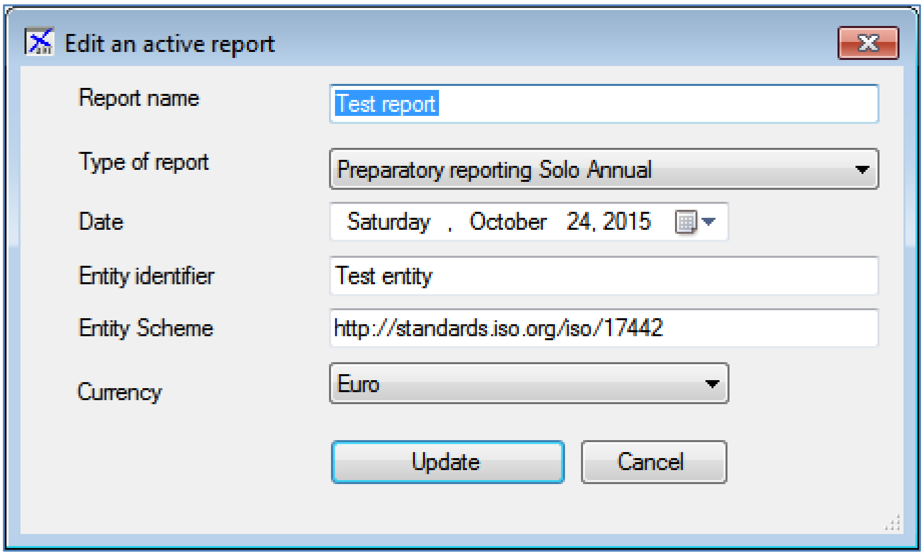


V.2 Edit an active report

1. Select the **Report** menu
2. On the **Report** menu, select the **Edit an active report** menu.
3. Edit the provided data for the required fields in the **Edit an active report** dialog.
    - Internal report name
    - Type of report
    - Date
    - Entity ID
    - Currency
4. Click on **Update** button**.**
5. The new report will be created then the available templates will be displayed in the left side tree view.

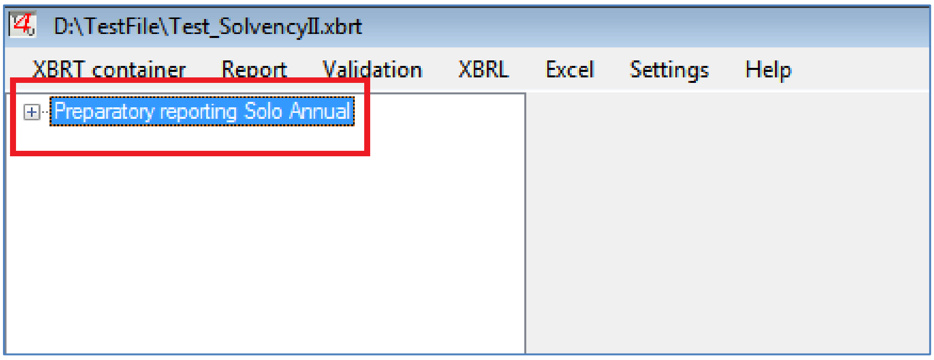


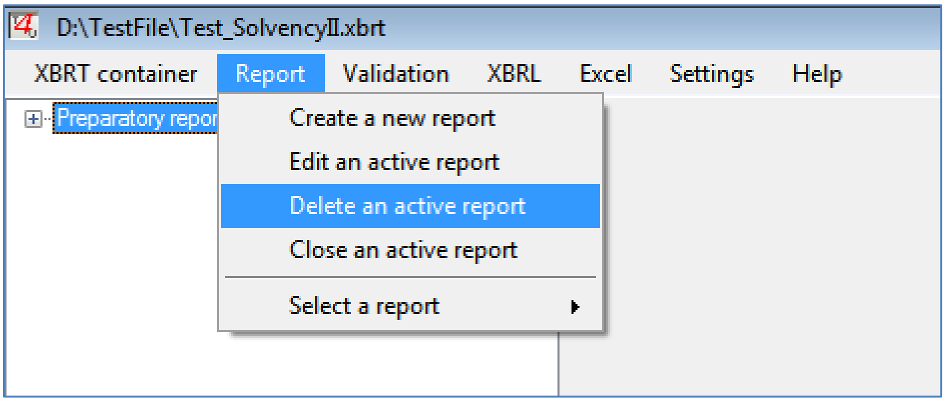




V.3 Delete an active report

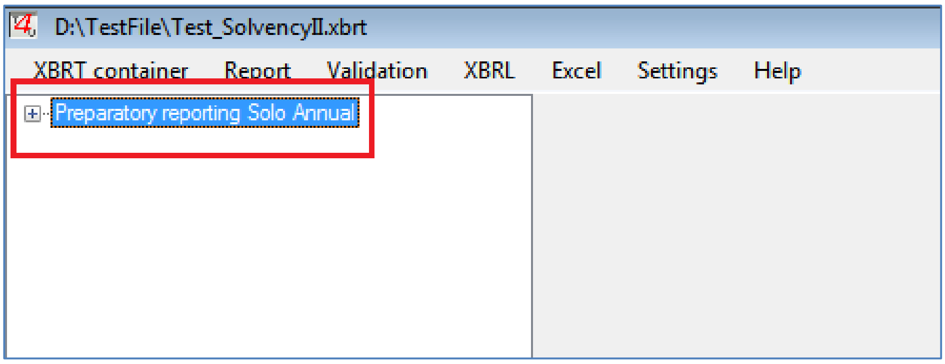
1. Select the **Report** menu
2. On the **Report** menu, select the **Delete an active report** menu.
3. Click **yes** on the confirmation dialog.

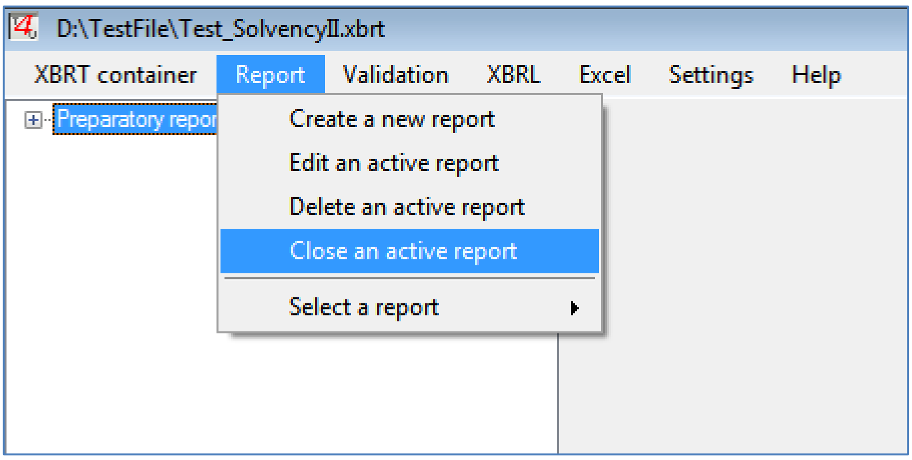




V.4 Close an active report

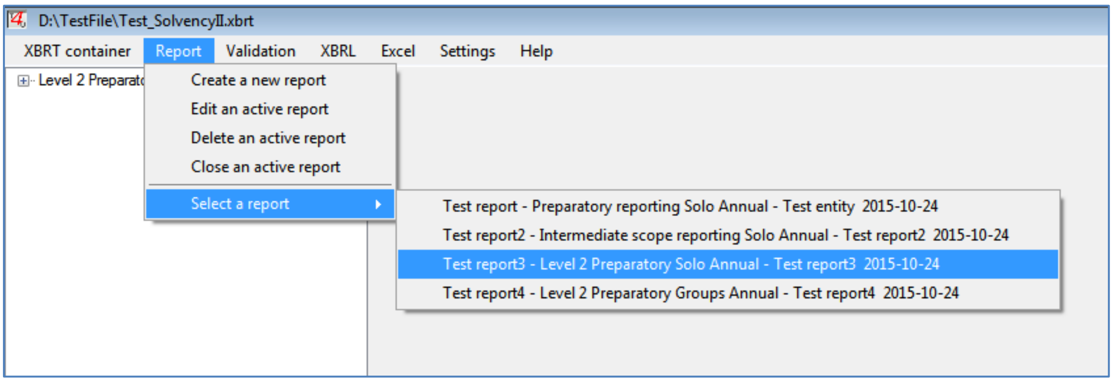
1. Select the **Report** menu
2. On the **Report** menu, select the **Close an active report**.
3. The current active report will get closed.





V.5 Select a report

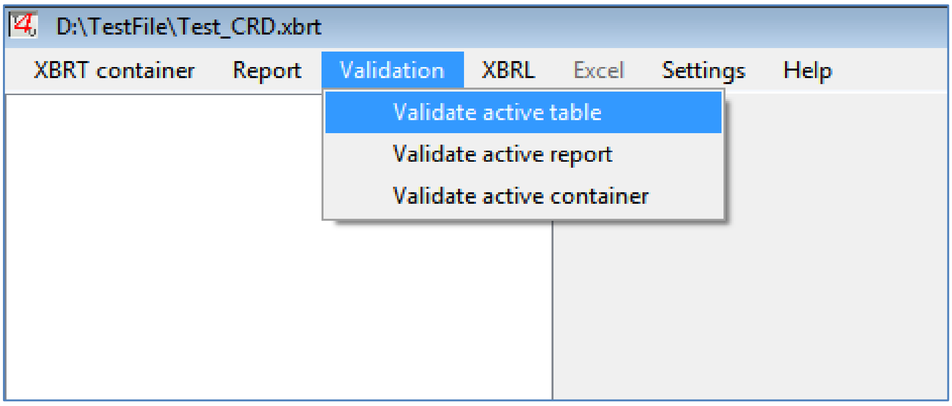
1. Select the **Report** menu
2. On the **Report** menu, select the **Select a report** menu.
3. From the list of sub populated menu the user can select any one of the report".
4. Then the selected report will get populated.



VI Validation

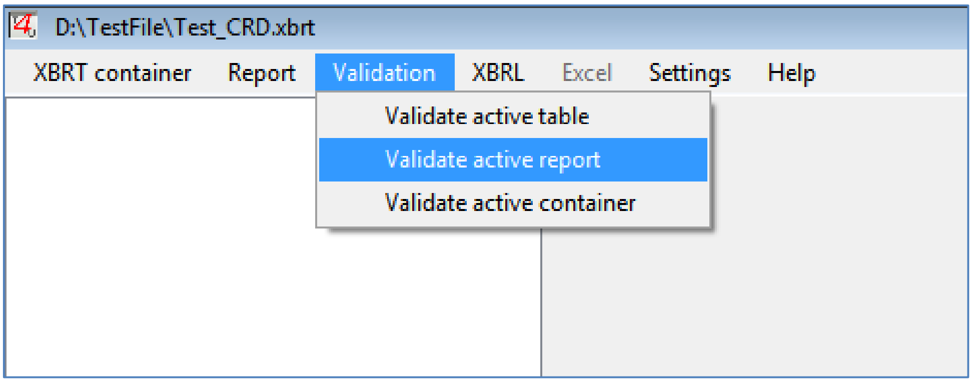
VI.1 Validate active table

1. Select the **Validation** menu
2. On the **Validation** menu, select the **Validate active table** menu.
3. <<TODO after implementation>>



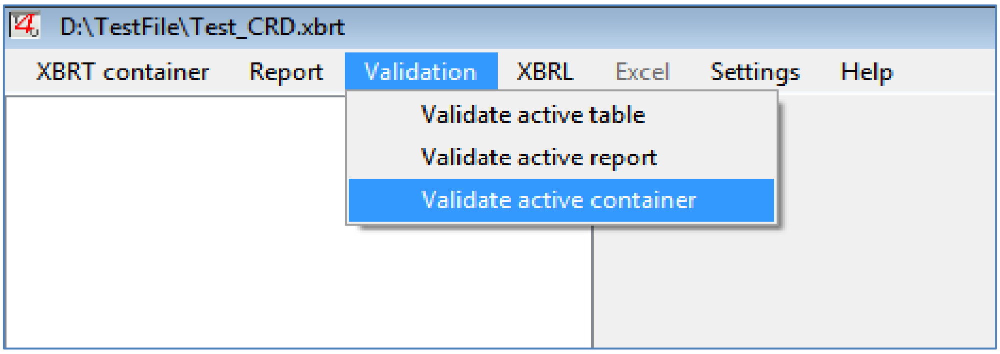
VI.2 Validate active report

1. Select the **Validation** menu
2. On the **Validation** menu, select the **Validate active report** menu.
3. << TODO after implementation >>



VI.3 Validate active container

1. Select the **Validation** menu
2. On the **Validation** menu, select the **Validate active container** menu.
3. << TODO after implementation >>



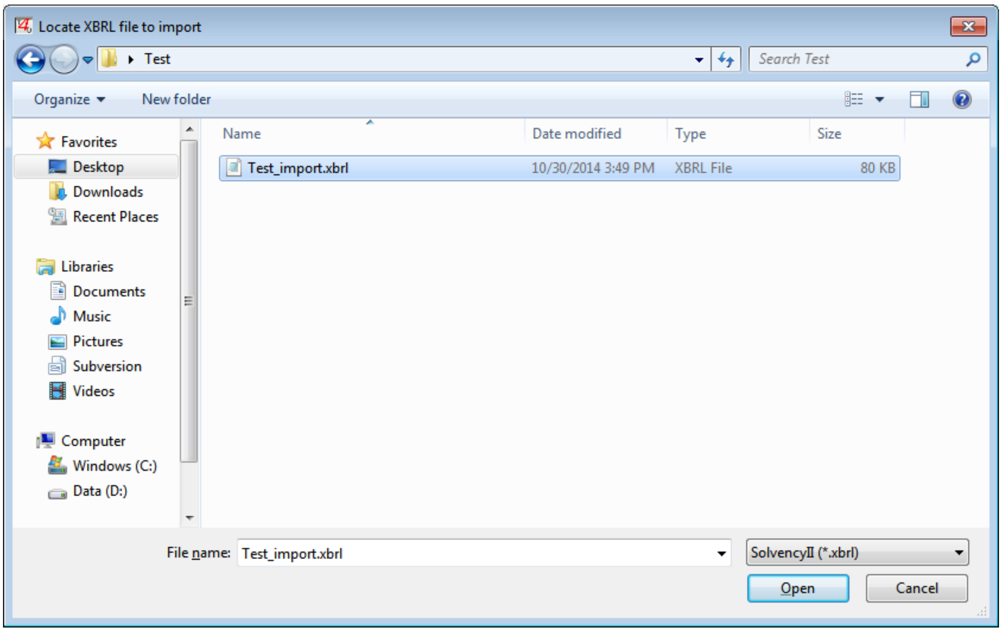
VII XBRL

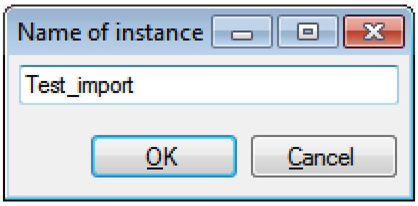
VII.1 Import XBRL instance file

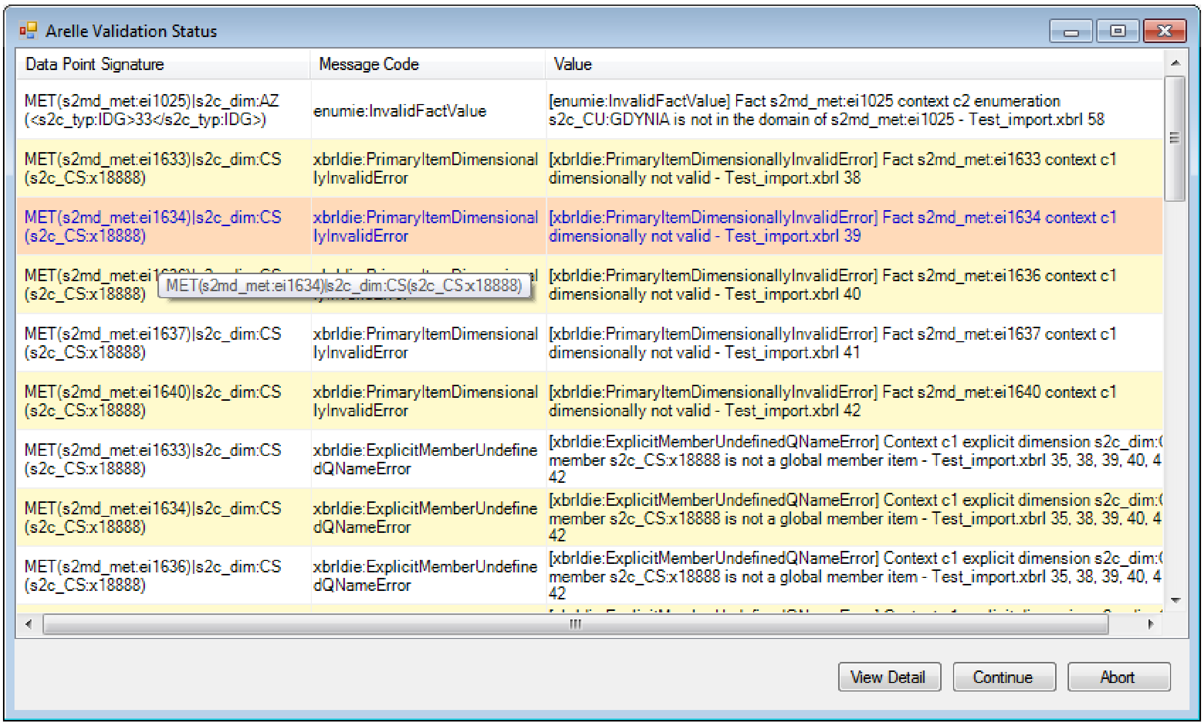
VII.1.1 Native import

<u>Prerequisite</u>: The Container/File should be created before to import the report.

1. Select the **XBRL** menu.
2. On the **XBRL** menu, select the **Import XBRL instance file** menu.
3. From the list of sub populated menu, select **Native import** menu to import the XBRL instance file.
4. Locate the XBRL file in the **Locate XBRL file to import** dialog box.
5. Click Open.
6. Provide the report/instance name in the **Name of the instance** window.
7. **Arelle Validation Status** window will provide the validation results for the import operation**.**
8. After the successful import operation the imported instance will be populated in the left side.
9. The user can verify the named instance in the **Report → Select report** sub menu





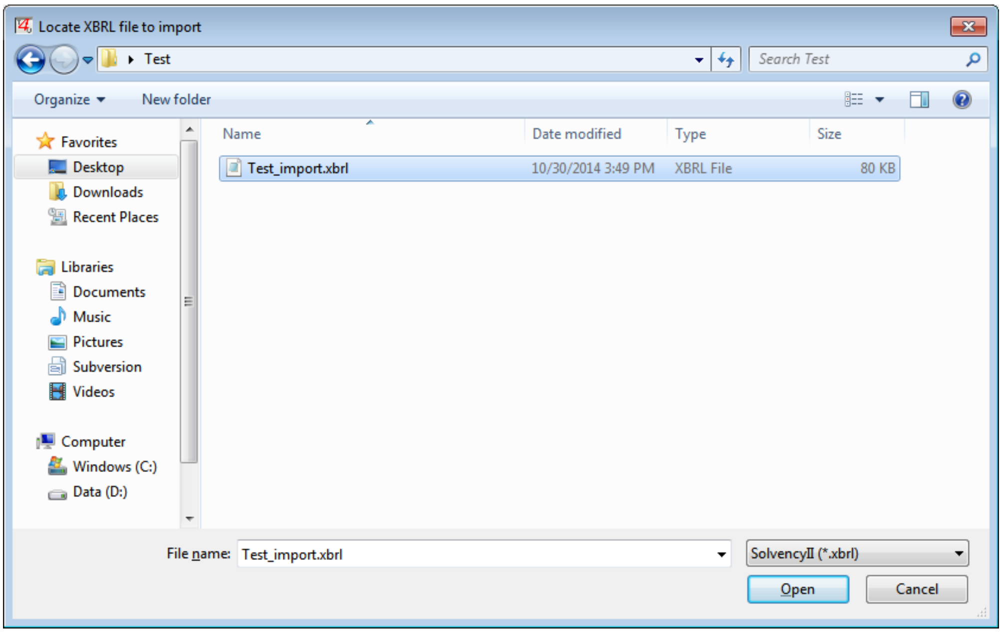


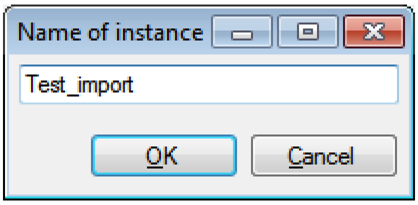
VII.1.2 Import using Arelle (with validation)

<u>Prerequisite</u>: The Container/File should be created before to import the report.

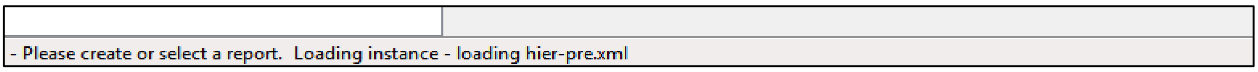
1. Select the XBRL menu.
2. On the **XBRL** menu, select the **Import XBRL instance file** menu.

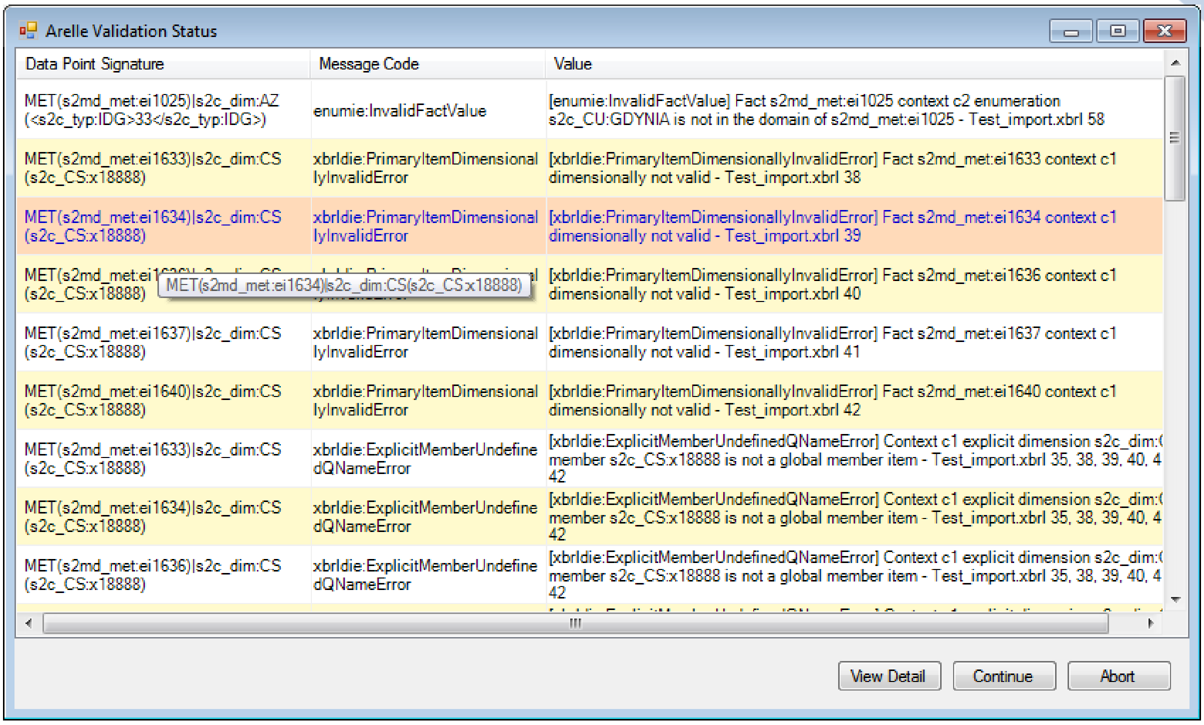
3. From the list of sub populated menu, select **Import using Arelle (with validation)** menu to import the XBRL instance file.
4. Locate the XBRL file in the **Locate XBRL file to import** dialog box.
5. Click Open.
6. Provide the report/instance name in the **Name of the instance** window.
7. **Arelle Validation Status** window will provide the validation results for the import operation**.**
8. After the successful import operation the imported instance will be populated in the left side.
9. The user can verify the named instance in the **Report → Select report** sub menu





<u>Validating the instance:</u>
The user can verify the validation process in the status bar.

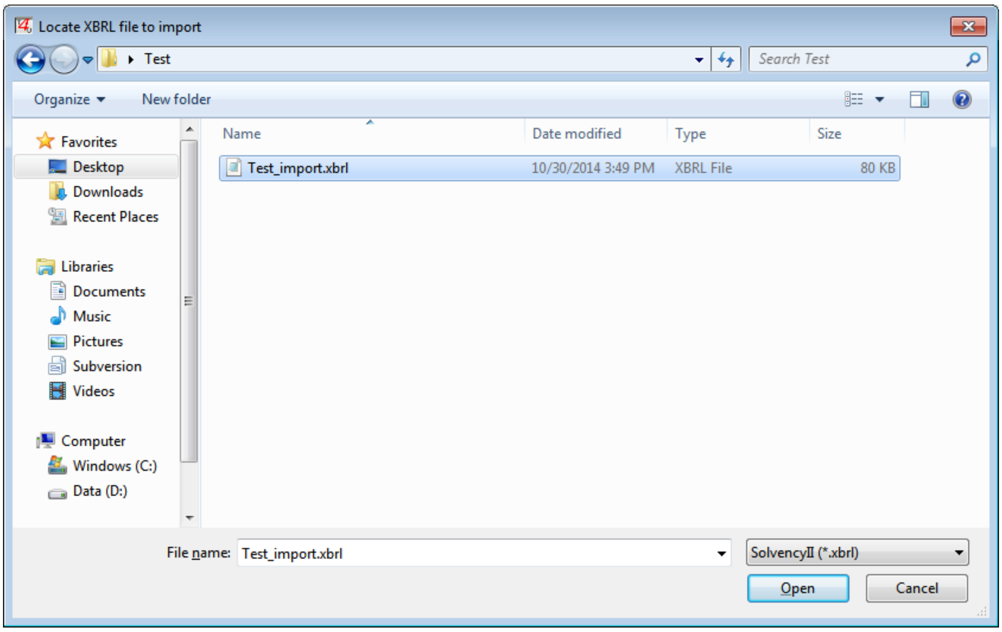


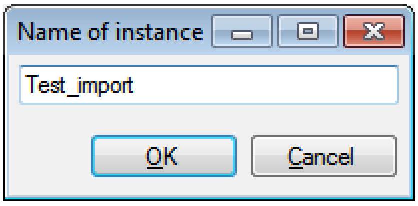


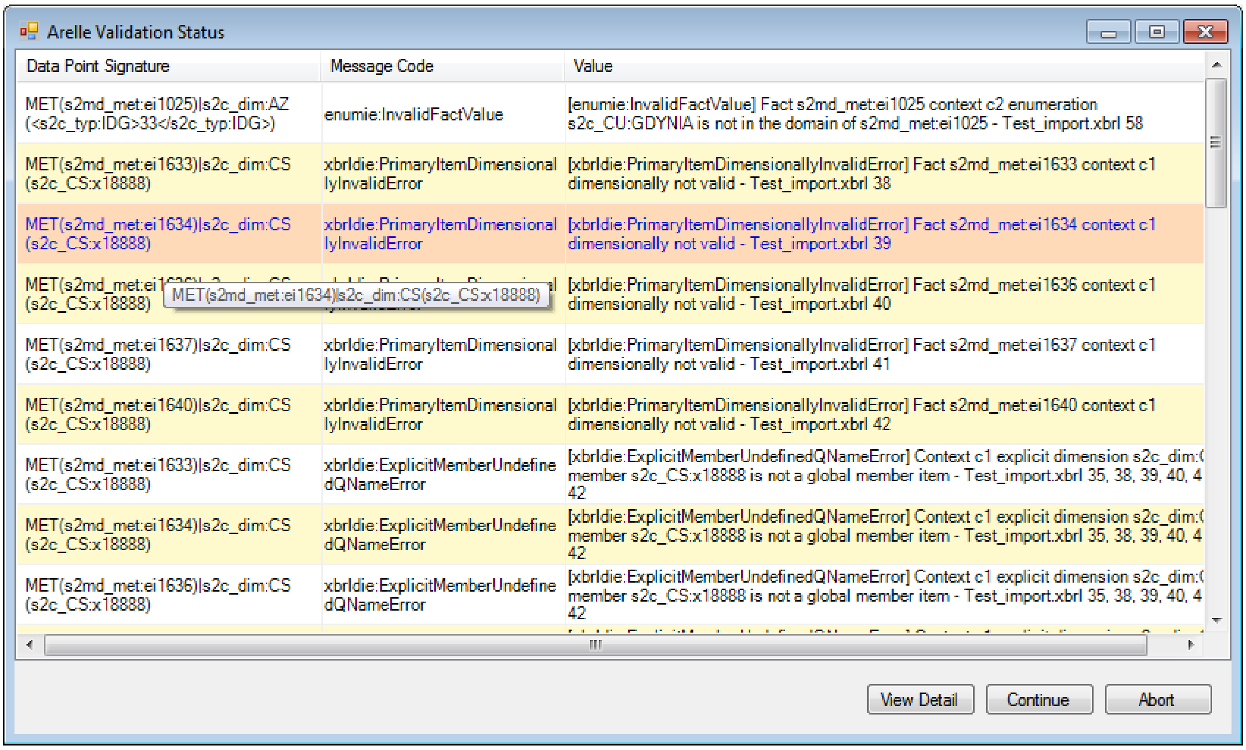
VII.1.3 Import using Arelle (without validation)

<u>Prerequisite</u>: The Container/File should be created before to import the report.

1. Select the XBRL menu.
2. On the **XBRL** menu, select the **Import XBRL instance file** menu.
3. From the list of sub populated menu, select the **Import using Arelle (without validation)** menu to import the XBRL instance file.
4. Locate the XBRL file in the **Locate XBRL file to import** dialog box.
5. Click Open.
6. Provide the report/instance name in the **Name of the instance** window.
7. **Arelle Validation Status** window will provide the validation results for the import operation**.**
8. After the successful import operation the imported instance will be populated in the left side.
9. The user can verify the named instance in the **Report → Select report** sub menu





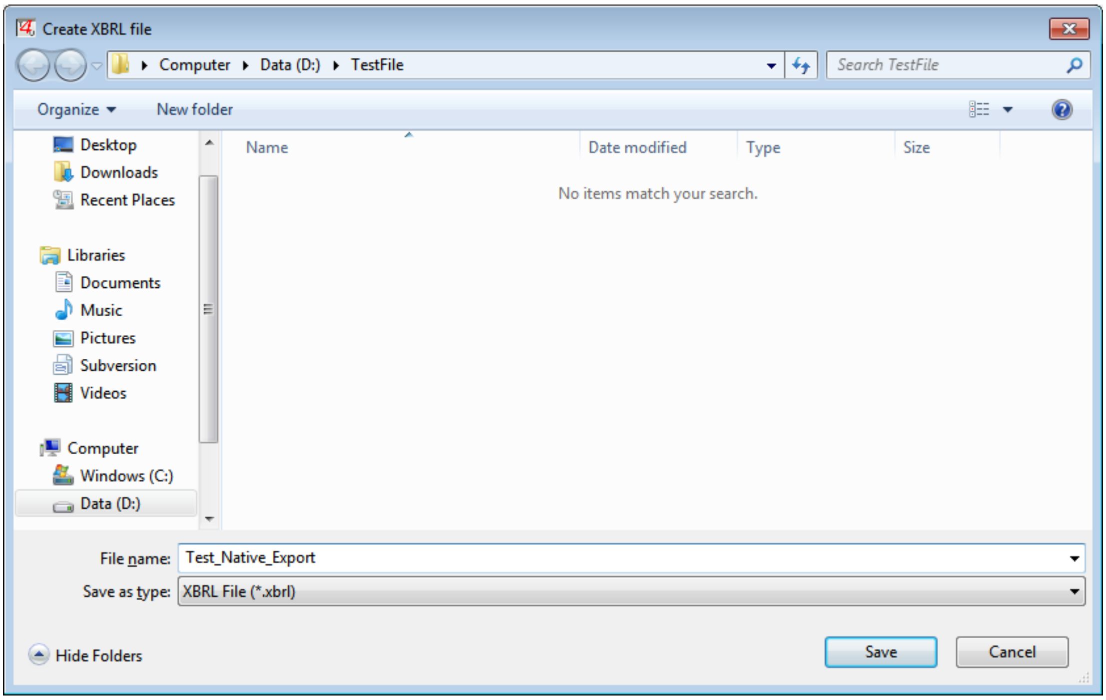


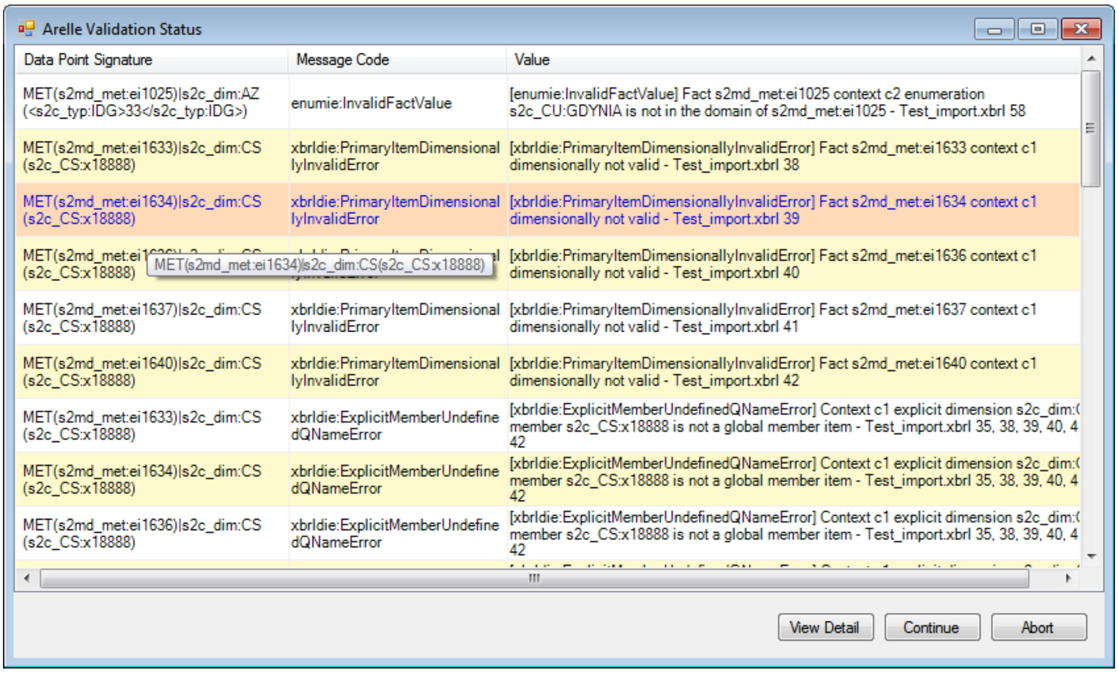
VII.2 Export XBRL instance file

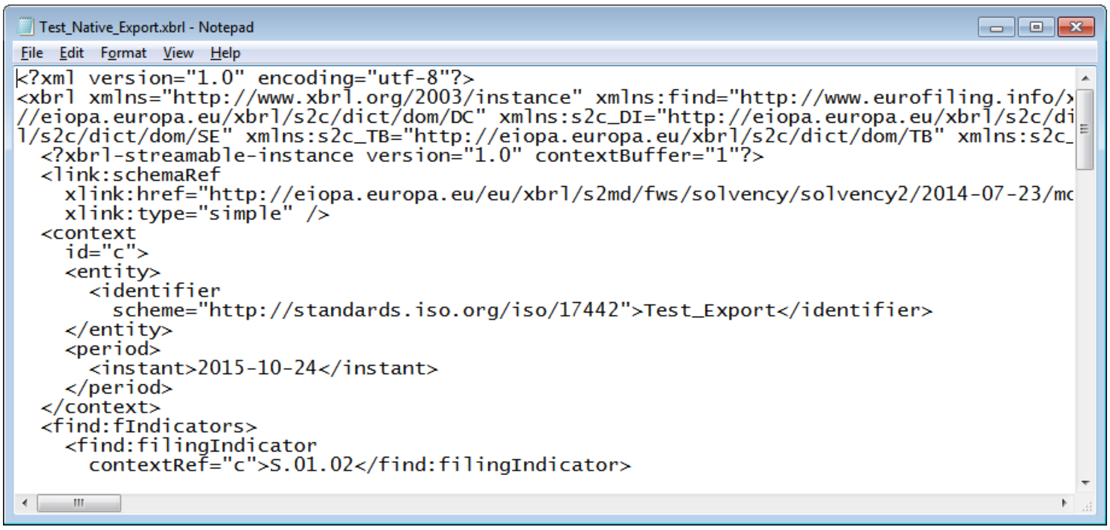
VII.2.1 Native export

<u>Prerequisite</u>: The report should be created before to export the report.

1. Select the **XBRL** menu.
2. On the **XBRL** menu, select the **Export XBRL instance file** menu.
3. From the list of sub populated menu, select the **Native export** to export the XBRL instance file.
4. Provide the filename in the **Export XBRL file** dialog box.
5. Click **Save**.
6. **Arelle Validation Status** window will provide the validation results for the export operation**.**
7. After the successful export the XBRL file will get generated in the specified location.



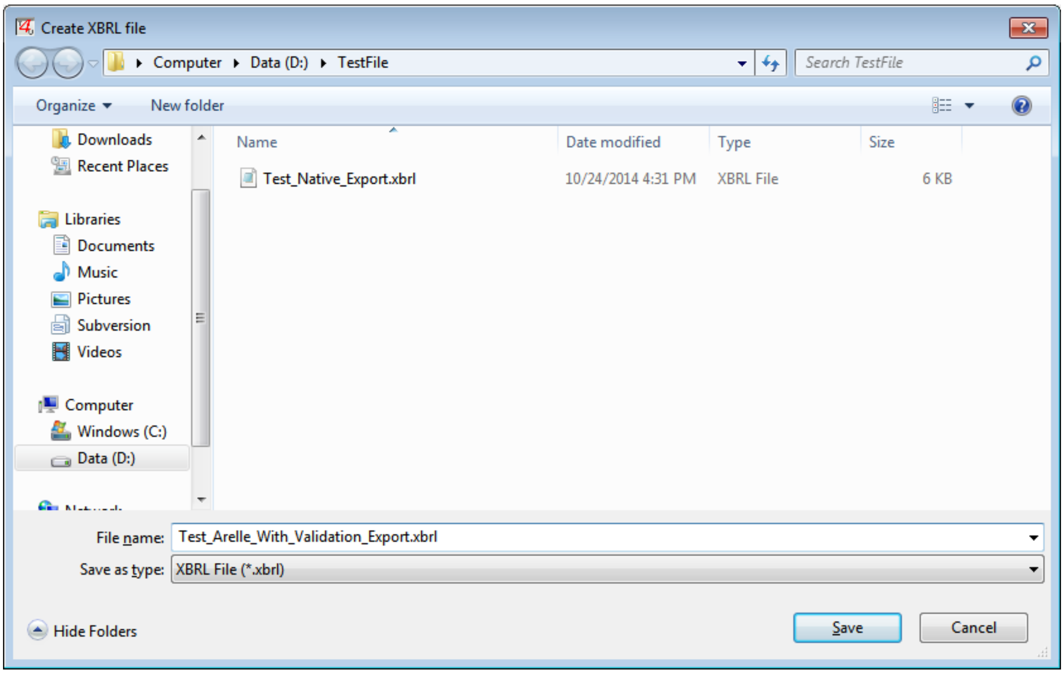


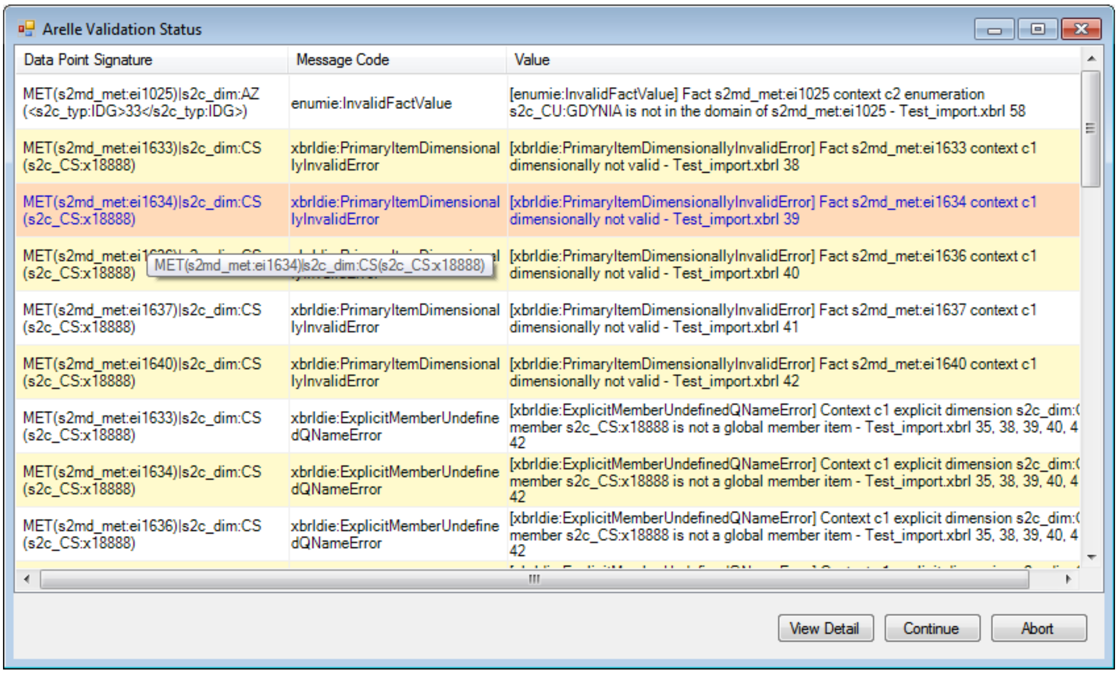


VII.2.2 Export using Arelle (with validation)

<u>Prerequisite</u>: The report should be created before to export the report.

1. Select the **XBRL** menu.
2. On the **XBRL** menu, select the **Export XBRL instance file** menu.
3. From the list of sub populated menu, select the **Export using Arelle (with validation)** to export the XBRL instance file.
4. Provide the filename in the **Create XBRL file** dialog box.
5. Click **Save**
6. **Arelle Validation Status** window will provide the validation results for the export operation**.**
7. After the successful export the XBRL file will get generated in the specified location.

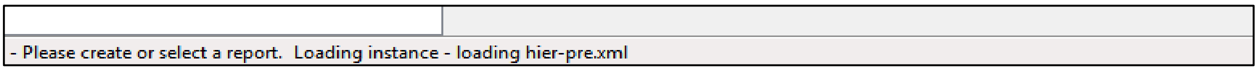




Arelle Validation Status

Data Point Signature	Message Code	Value
MET(s2md_met:ei1025)|s2c_dim:AZ (<s2c_typ:IDG>33</s2c_typ:IDG>)	enumie:InvalidFactValue	[enumie:InvalidFactValue] Fact s2md_met:ei1025 context c2 enumeration s2c_CU:GDYNIA is not in the domain of s2md_met:ei1025 - Test_import.xbrl 58
MET(s2md_met:ei1633)|s2c_dim:CS (s2c_CS:x18888)	xbrldie:PrimaryItemDimensionallyInvalidError	[xbrldie:PrimaryItemDimensionallyInvalidError] Fact s2md_met:ei1633 context c1 dimensionally not valid - Test_import.xbrl 38
MET(s2md_met:ei1634)|s2c_dim:CS (s2c_CS:x18888)	xbrldie:PrimaryItemDimensionallyInvalidError	[xbrldie:PrimaryItemDimensionallyInvalidError] Fact s2md_met:ei1634 context c1 dimensionally not valid - Test_import.xbrl 39
MET(s2md_met:ei1 (s2c_CS:x18888)		[xbrldie:PrimaryItemDimensionallyInvalidError] Fact s2md_met:ei1636 context c1 dimensionally not valid - Test_import.xbrl 40
MET(s2md_met:ei1637)|s2c_dim:CS (s2c_CS:x18888)	xbrldie:PrimaryItemDimensionallyInvalidError	[xbrldie:PrimaryItemDimensionallyInvalidError] Fact s2md_met:ei1637 context c1 dimensionally not valid - Test_import.xbrl 41
MET(s2md_met:ei1640)|s2c_dim:CS (s2c_CS:x18888)	xbrldie:PrimaryItemDimensionallyInvalidError	[xbrldie:PrimaryItemDimensionallyInvalidError] Fact s2md_met:ei1640 context c1 dimensionally not valid - Test_import.xbrl 42
MET(s2md_met:ei1633)|s2c_dim:CS (s2c_CS:x18888)	xbrldie:ExplicitMemberUndefinedQNameError	[xbrldie:ExplicitMemberUndefinedQNameError] Context c1 explicit dimension s2c_dim:(member s2c_CS:x18888 is not a global member item - Test_import.xbrl 35, 38, 39, 40, 4 42
MET(s2md_met:ei1634)|s2c_dim:CS (s2c_CS:x18888)	xbrldie:ExplicitMemberUndefinedQNameError	[xbrldie:ExplicitMemberUndefinedQNameError] Context c1 explicit dimension s2c_dim:(member s2c_CS:x18888 is not a global member item - Test_import.xbrl 35, 38, 39, 40, 4 42
MET(s2md_met:ei1636)|s2c_dim:CS (s2c_CS:x18888)	xbrldie:ExplicitMemberUndefinedQNameError	[xbrldie:ExplicitMemberUndefinedQNameError] Context c1 explicit dimension s2c_dim:(member s2c_CS:x18888 is not a global member item - Test_import.xbrl 35, 38, 39, 40, 4 42

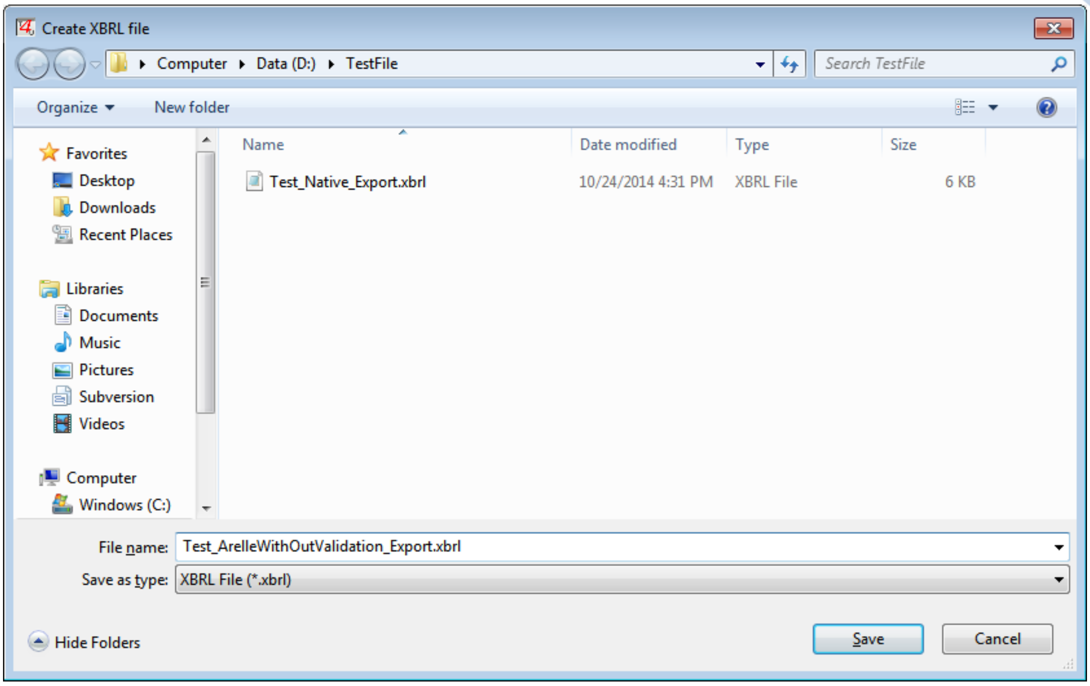
Validating the instance:
The user can verify the validation process in the status bar.

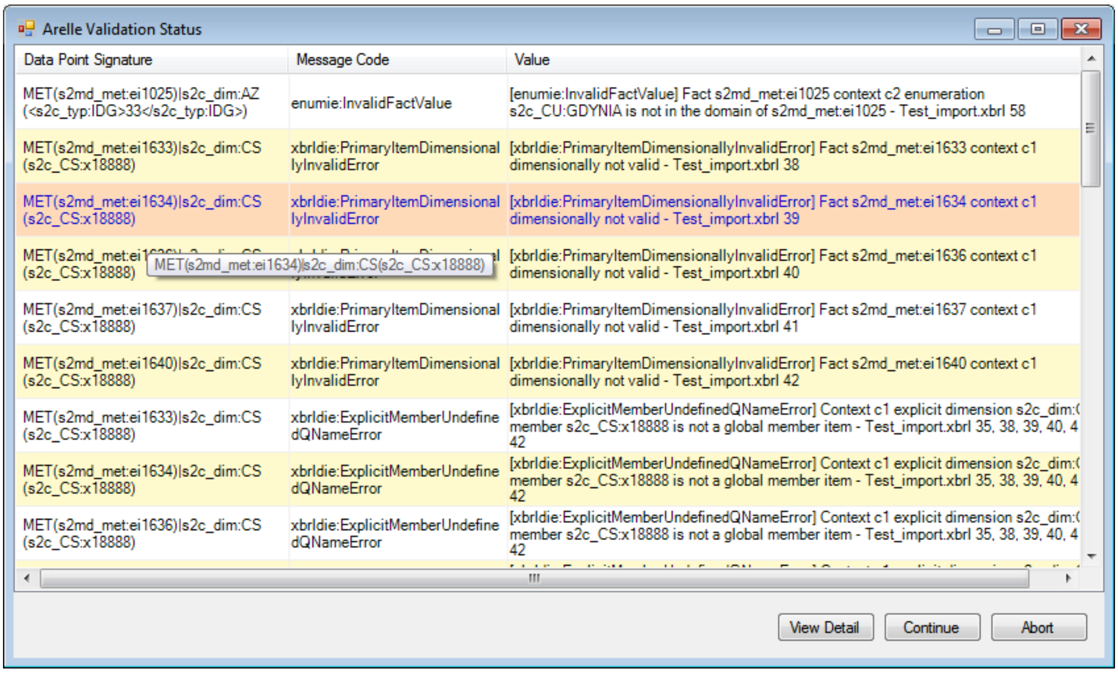


VII.2.3 Export using Arelle (without validation)

Prerequisite: The report should be created before to export the report.

1. Select the **XBRL** menu.
2. On the **XBRL** menu, select the **Export XBRL instance file** menu.
3. From the list of sub populated menu, select the **Export using Arelle (without validation)** to export the XBRL instance file.
4. Provide the filename in the **Create XBRL file** dialog box.
5. Click **Save**
6. **Arelle Validation Status** window will provide the validation results for the export operation**.**
7. After the successful export the XBRL file will get generated in the specified location.

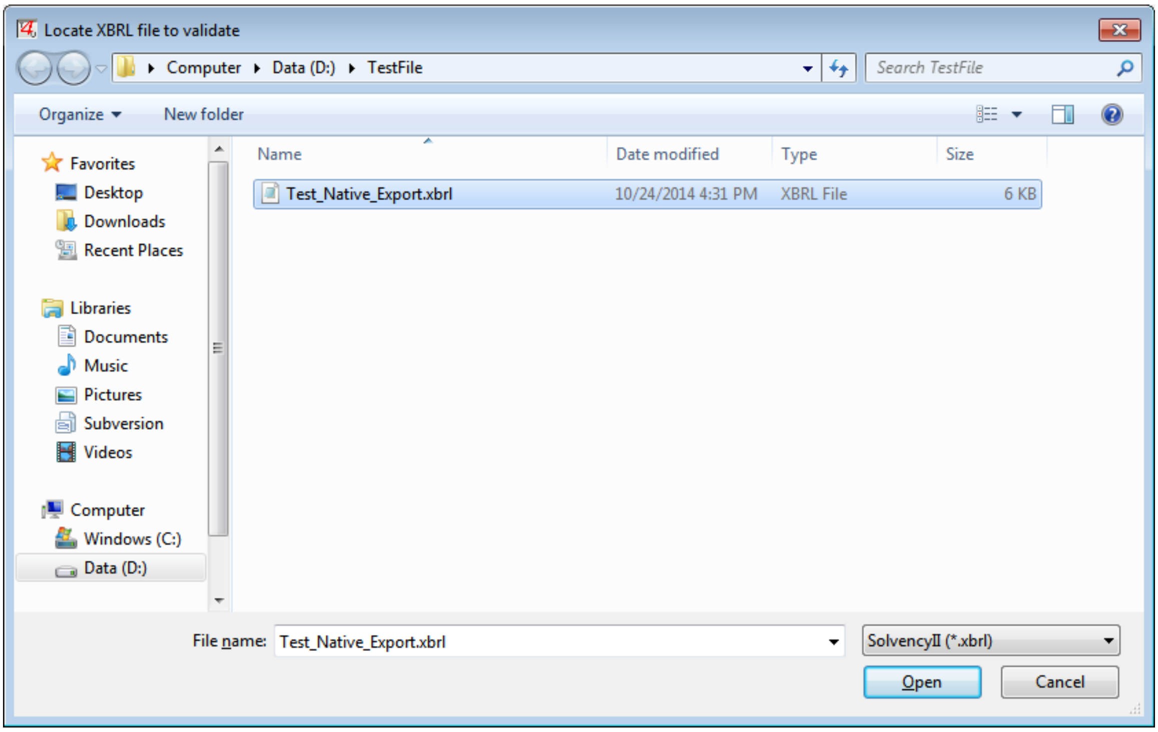


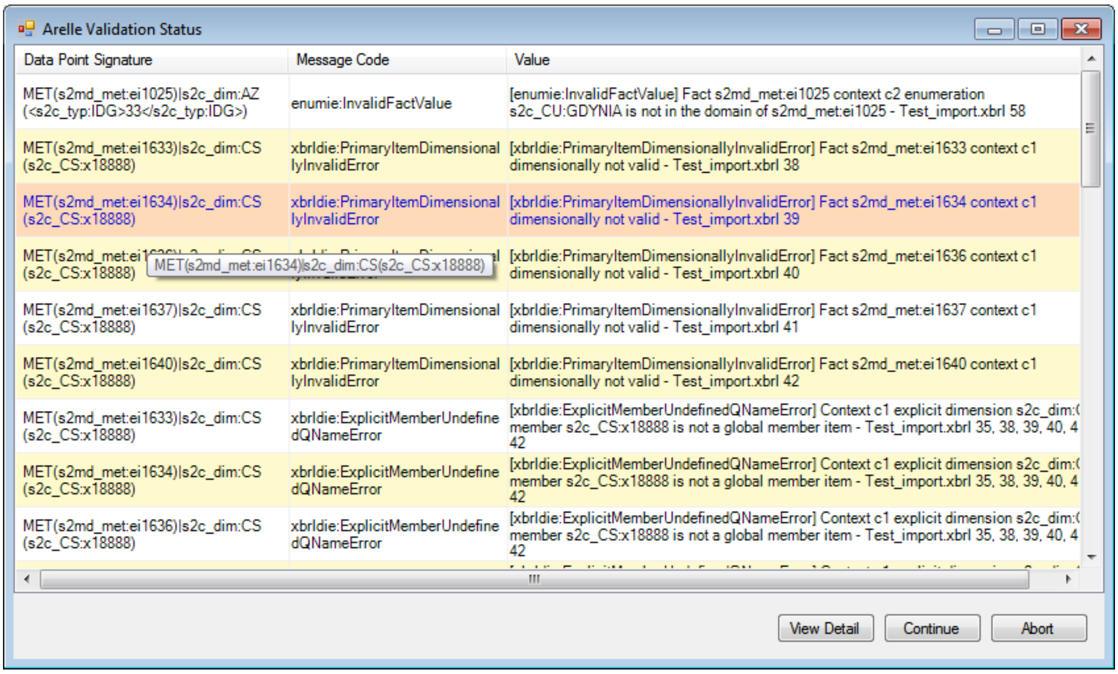


VII.3 Validate XBRL report

<u>Prerequisite</u>: The report should be created before to validate the report.

1. Select the **XBRL** menu.
2. On the **XBRL** menu, select the **Validate XBRL report** menu.
3. Select the file in the "Locate XBRL file to Validate" dialog box.
4. Click **Open** to validate the XBRL file.
5. **Arelle Validation Status** window will provide the validation results for the specified instance.



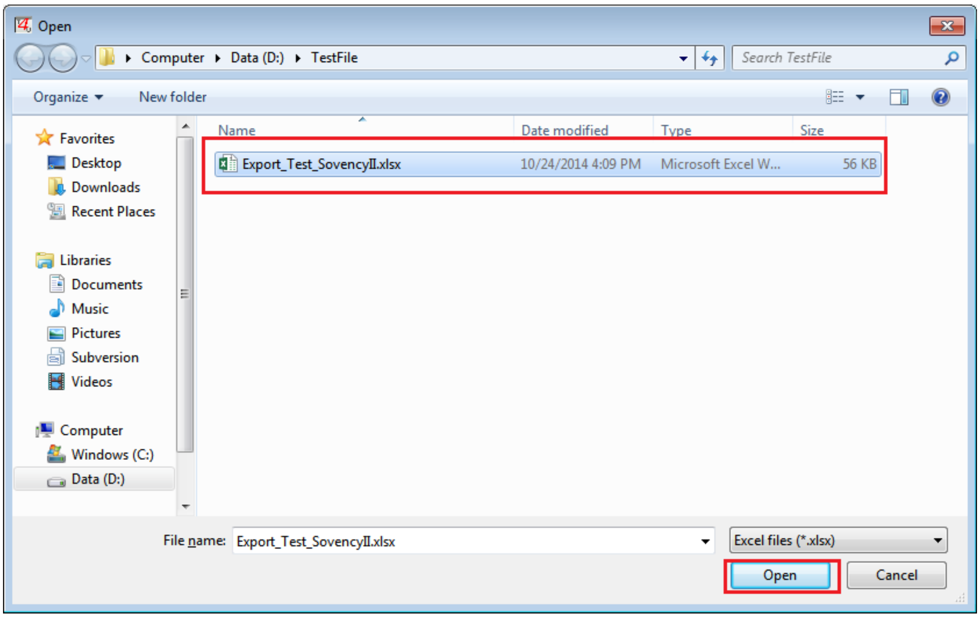


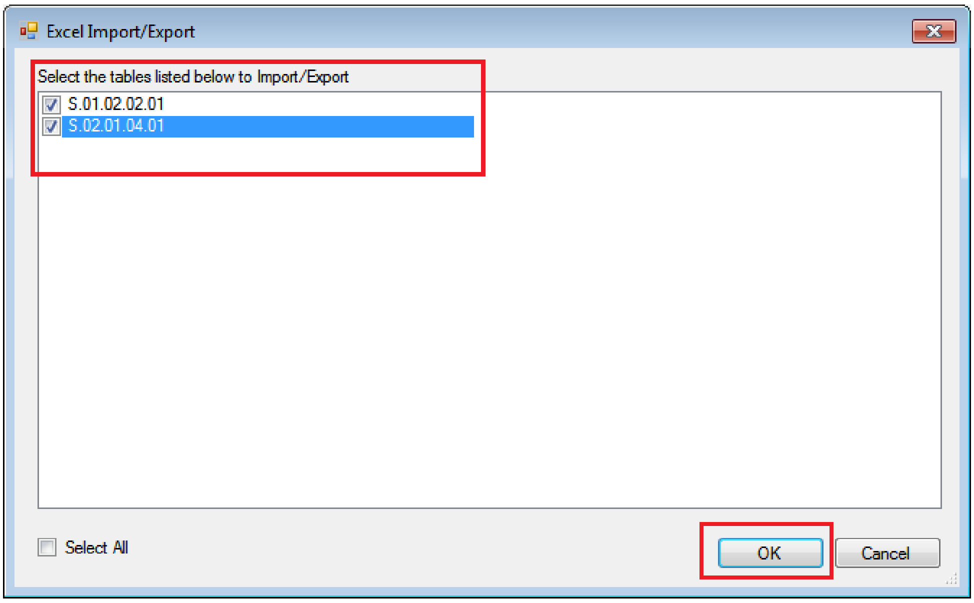
VIII Excel

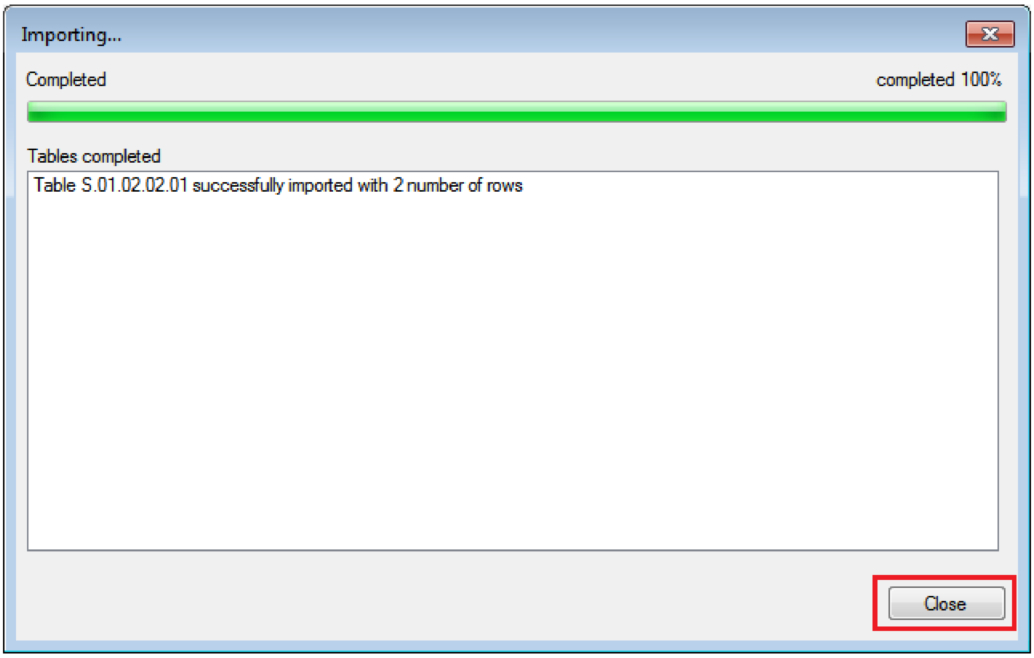
VIII.1 Import data from basic Excel template

Prerequisite: The report should be created before to validate the report.

1. Select the **Excel** menu.
2. On the **Excel** menu, select **Import data from basic Excel template** menu.
3. Select the excel file to import in the **Open** dialog box.
4. Choose the tables to get imported from the **Excel Import/Export** dialog box.
5. Click OK to start the import operation.
6. After the successful import operation the user can verify the values in the table from the left side tree view.


Open
Computer ▸ Data (D:) ▸ TestFile
Search TestFile
Organize
New folder
Favorites
Desktop
Downloads
Recent Places
Libraries
Documents
Music
Pictures
Subversion
Videos
Computer
Windows (C:)
Data (D:)
Name
Date modified
Type
Size
Export_Test_SovencyII.xlsx
10/24/2014 4:09 PM
Microsoft Excel W...
56 KB
File name:
Export_Test_SovencyII.xlsx
Excel files (*.xlsx)
Open
Cancel


Excel Import/Export
Select the tables listed below to Import/Export
S.01.02.02.01
S.02.01.04.01
Select All
OK
Cancel



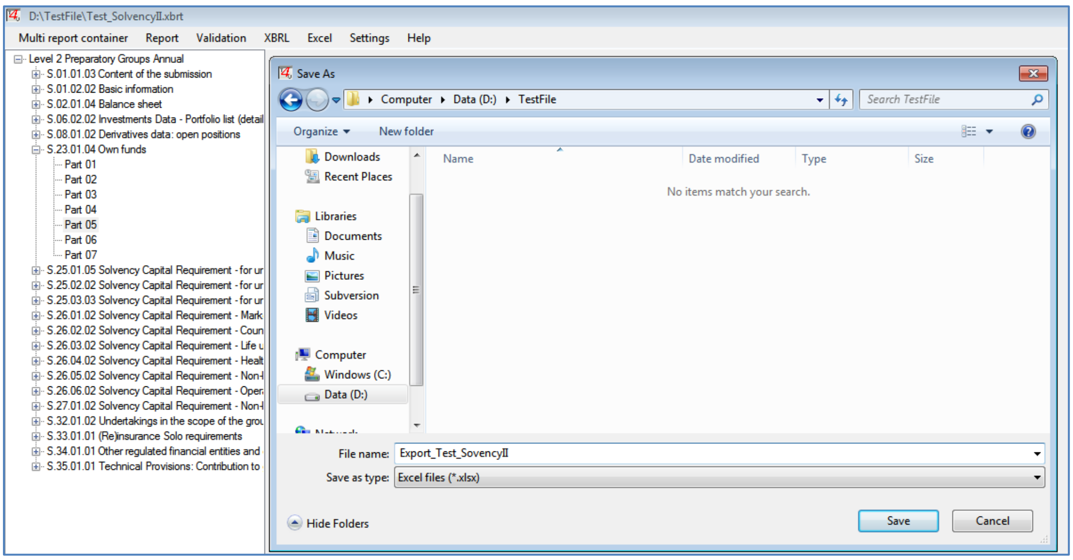
VIII.2 Export data to basic Excel template

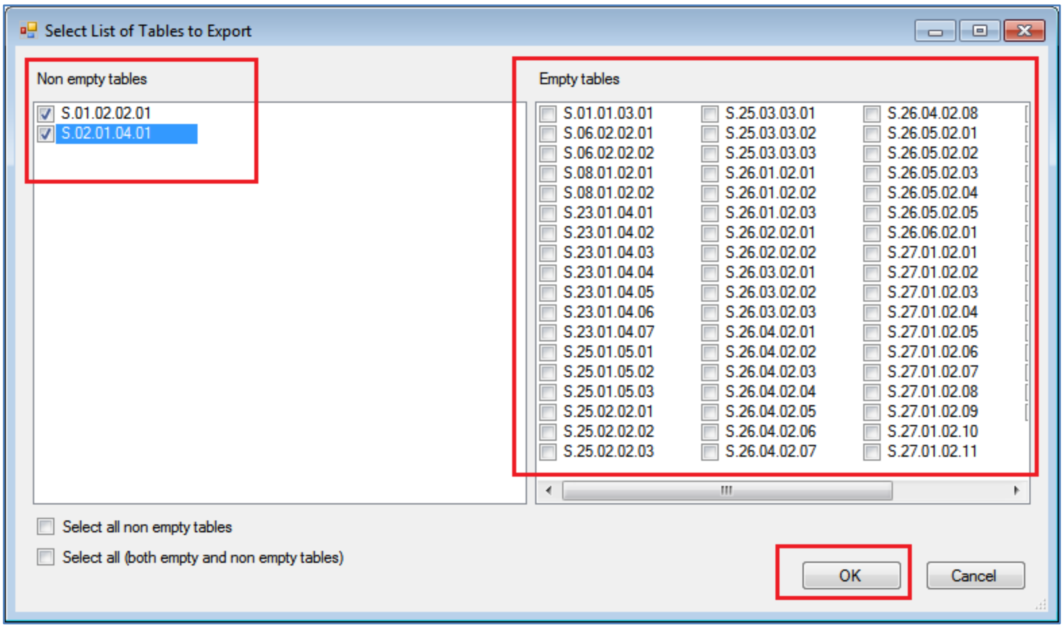
Prerequisite: The report should be created before to validate the report.

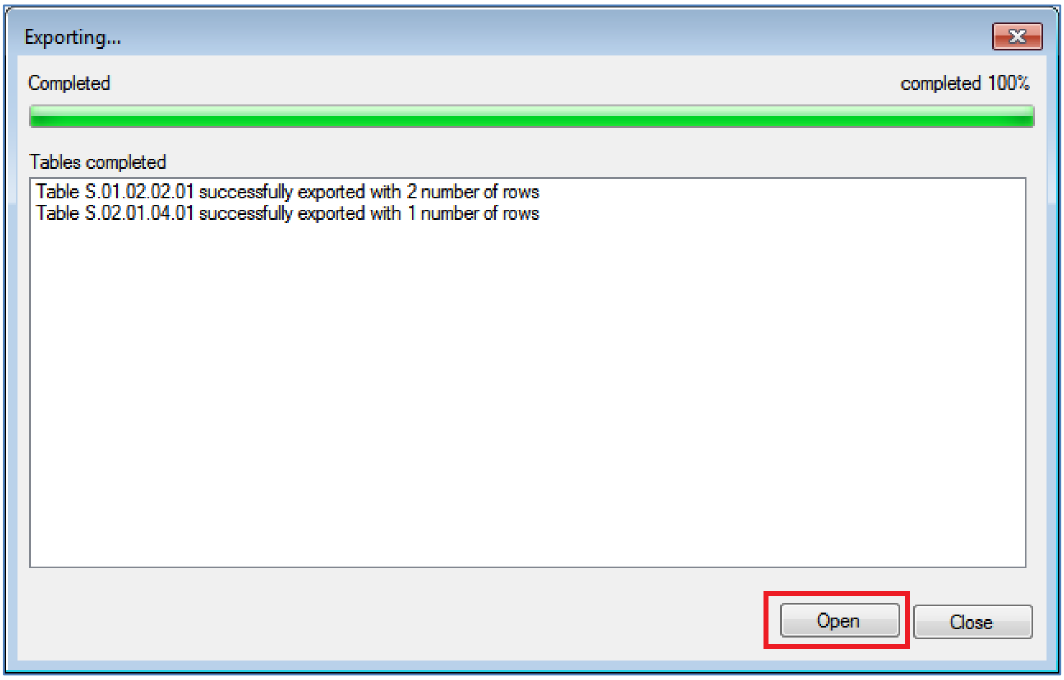
1. Select the **Excel** menu.
2. On the **Excel** menu, select **Export data to basic Excel template** menu.
3. Provide the file name to the excel file in the **Save As** dialog box.
4. Click **save**.
5. Choose the list of table to export.
6. Click **OK** to start the export operation
7. After the successful export operation the user can verify the exported contents in the specified excel file OR by clicking the **Open** button, the exported excel file will be opened.

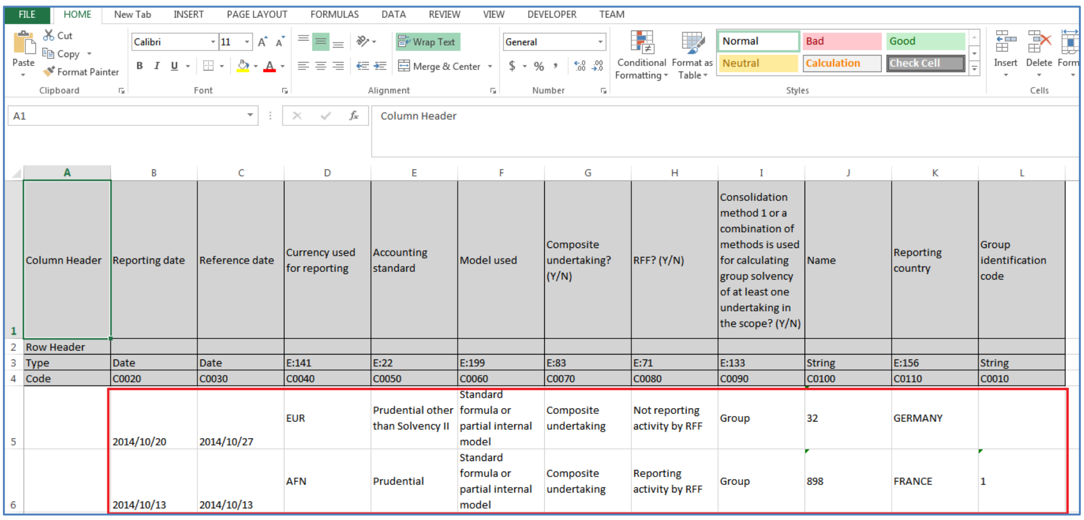
Note:

The tables without data will be shown in the Empty tables list.




Select List of Tables to Export
Non empty tables
S.01.02.02.01
S.02.01.04.01
Empty tables
S.01.01.03.01
S.06.02.01.01
S.06.02.02.02
S.08.01.02.01
S.08.01.02.02
S.23.01.04.01
S.23.01.04.02
S.23.01.04.03
S.23.01.04.04
S.23.01.04.05
S.23.01.04.06
S.23.01.04.07
S.25.01.05.01
S.25.01.05.02
S.25.01.05.03
S.25.02.02.01
S.25.02.02.02
S.25.02.02.03
S.25.03.03.01
S.25.03.03.02
S.25.03.03.03
S.26.01.02.01
S.26.01.02.02
S.26.01.02.03
S.26.02.02.01
S.26.02.02.02
S.26.03.02.01
S.26.03.02.02
S.26.03.02.03
S.26.04.02.01
S.26.04.02.02
S.26.04.02.03
S.26.04.02.04
S.26.04.02.05
S.26.04.02.06
S.26.04.02.07
S.26.04.02.08
S.26.05.02.01
S.26.05.02.02
S.26.05.02.03
S.26.05.02.04
S.26.05.02.05
S.26.06.02.01
S.27.01.02.01
S.27.01.02.02
S.27.01.02.03
S.27.01.02.04
S.27.01.02.05
S.27.01.02.06
S.27.01.02.07
S.27.01.02.08
S.27.01.02.09
S.27.01.02.10
S.27.01.02.11
Select all non empty tables
Select all (both empty and non empty tables)
OK
Cancel

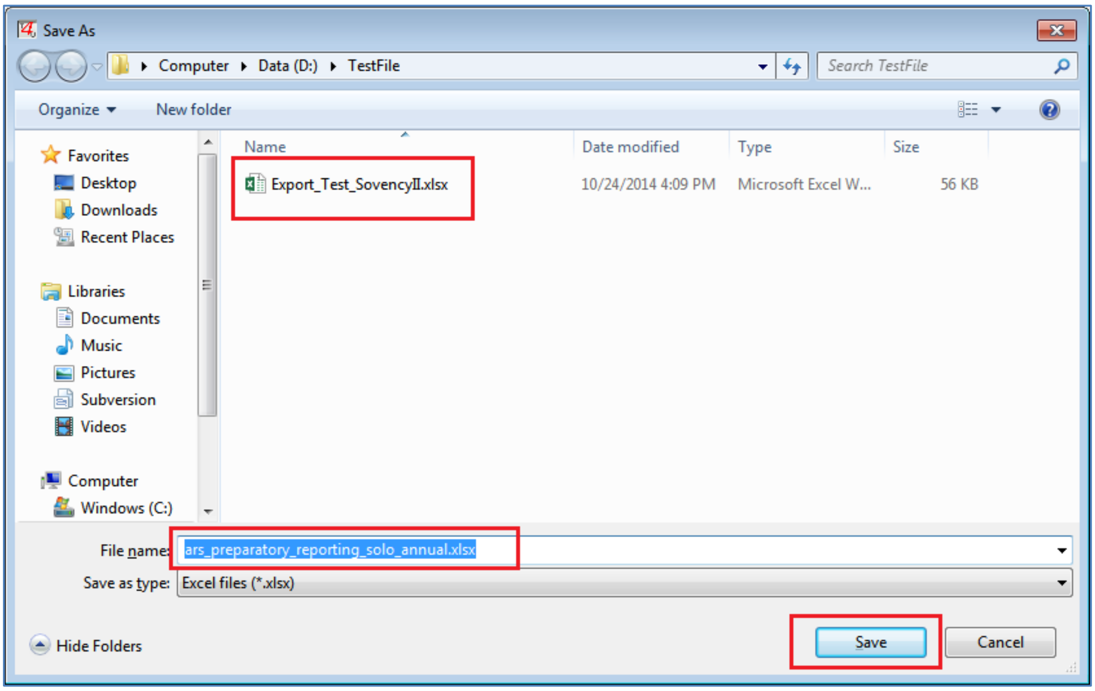

Exporting...
Completed
completed 100%
Tables completed
Table S.01.02.02.01 successfully exported with 2 number of rows
Table S.02.01.04.01 successfully exported with 1 number of rows
Open
Close

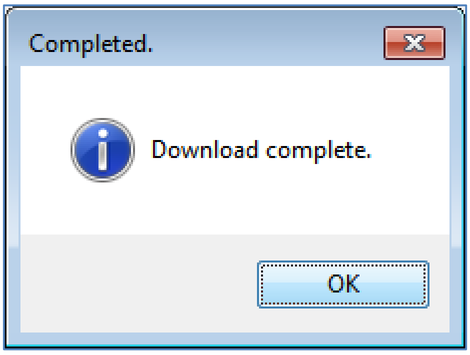

A1
Column Header
Column Header
Reporting date
Reference date
Currency used for reporting
Accounting standard
Model used
Composite undertaking? (Y/N)
RFF? (Y/N)
Consolidation method 1 or a combination of methods is used for calculating group solvency of at least one undertaking in the scope? (Y/N)
Name
Reporting country
Group identification code
Row Header
Type
Date
Date
E:141
E:22
E:199
E:83
E:71
E:133
String
E:156
String
Code
C0020
C0030
C0040
C0050
C0060
C0070
C0080
C0090
C0100
C0110
C0010
2014/10/20
2014/10/27
EUR
Prudential other than Solvency II
Standard formula or partial internal model
Composite undertaking
Not reporting activity by RFF
Group
32
GERMANY
2014/10/13
2014/10/13
AFN
Prudential
Standard formula or partial internal model
Composite undertaking
Reporting activity by RFF
Group
898
FRANCE
1

VIII.3 Download an basic Excel template

<u>Prerequisite</u>: The report should be created before to validate the report.

1. Select the **Excel** menu.
2. On the **Excel** menu, select **Download an basic Excel template** menu.
3. Provide the excel file name in the **Save as** dialog box. The template for the current active report type will be created.





VIII.4 Export data to Excel Business template

1. Select the **Excel** menu.
2. On the **Excel** menu, select **Export data to Excel Business template** menu.
3. << TODO after implementation >>

IX Settings

IX.1 Form Language

1. Select the **Settings** menu.
2. On the **Settings** menu, select **Form Language** menu.
3. From the **Form Language** sub menu, choose any one of the language.

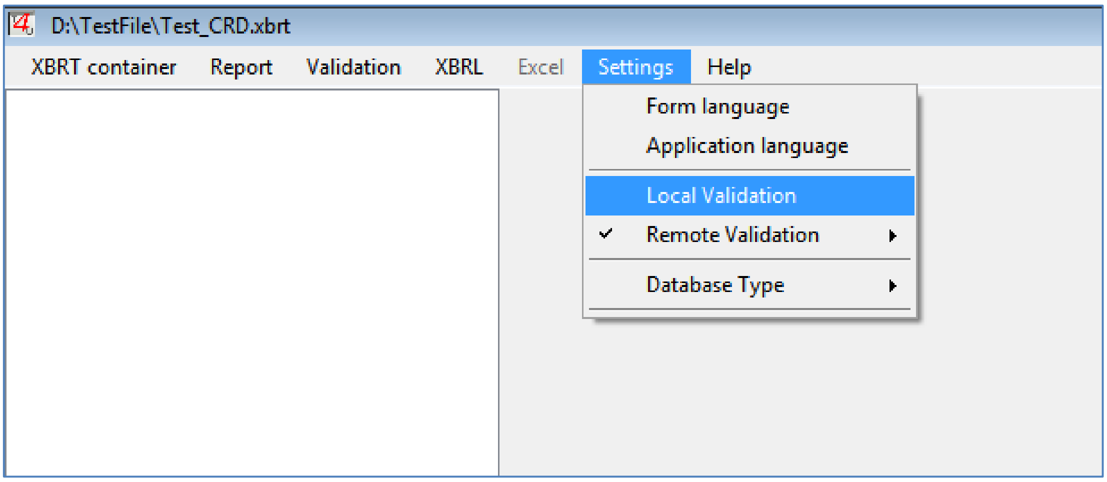
IX.2 Application Language

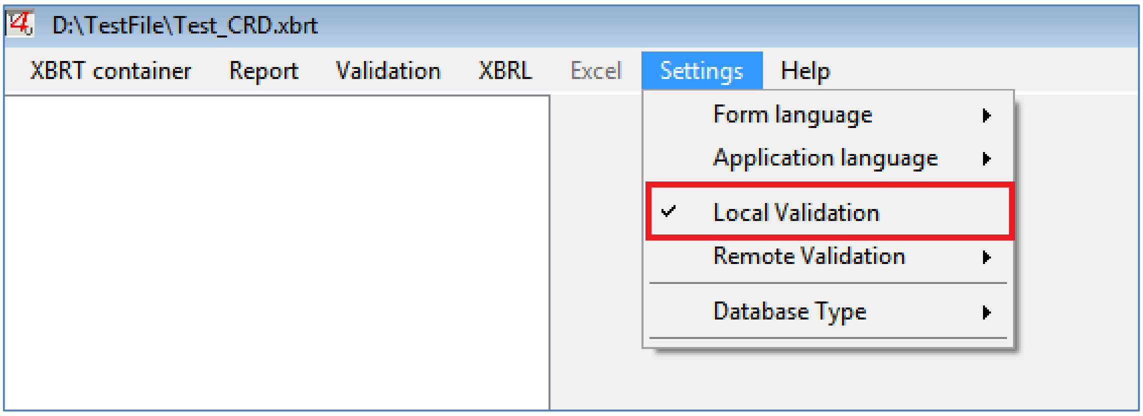
1. Select the **Settings** menu.
2. On the **Settings** menu, select **Application Language** menu.

IX.3 Validation

IX.3.1 Local Validation

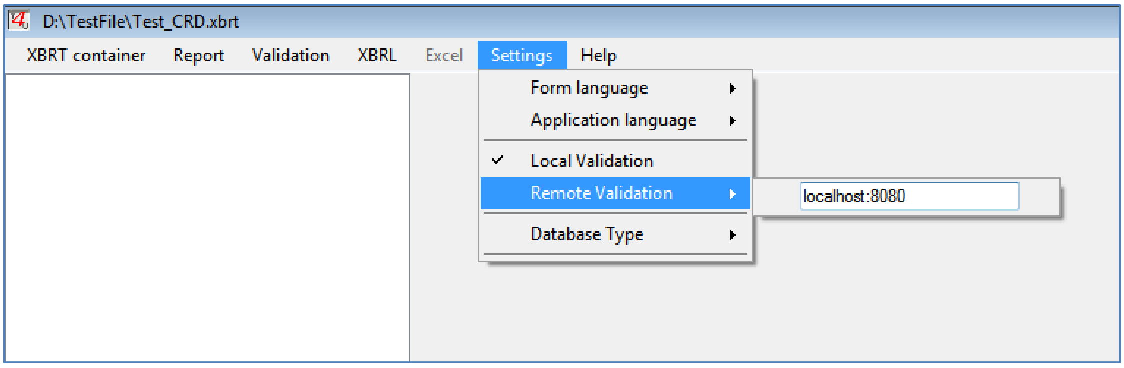
1. Select the **Settings** menu.
2. On the **Settings** menu, select **Local Validation** menu.
3. Local Validation will use the **Arelle Command shell**, deployed along within application to validate the instance.

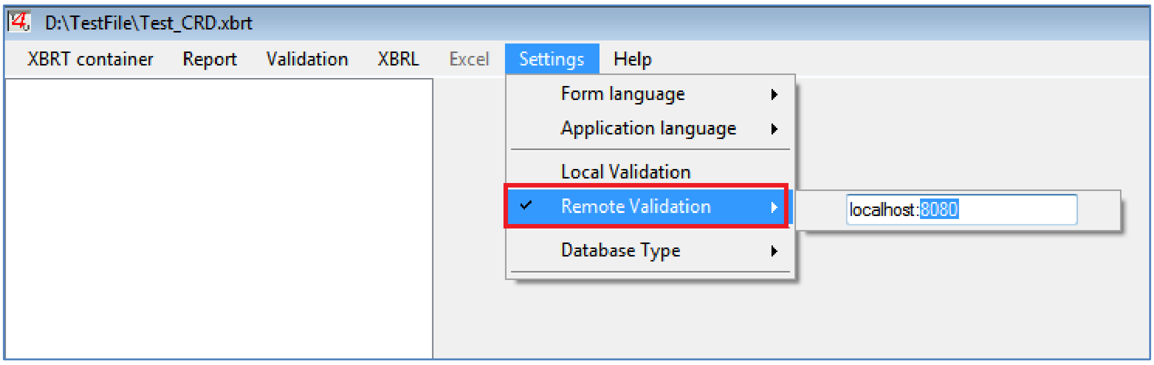




IX.3.2 Remote Validation

1. Select the **Settings** menu.
2. On the **Settings** menu, select **Remote Validation** menu.
3. The user needs to provide the Arelle web service address to validate the XBRL file remotely.
4. Remote Validation will use the **Arelle Web service** to validate the instance.

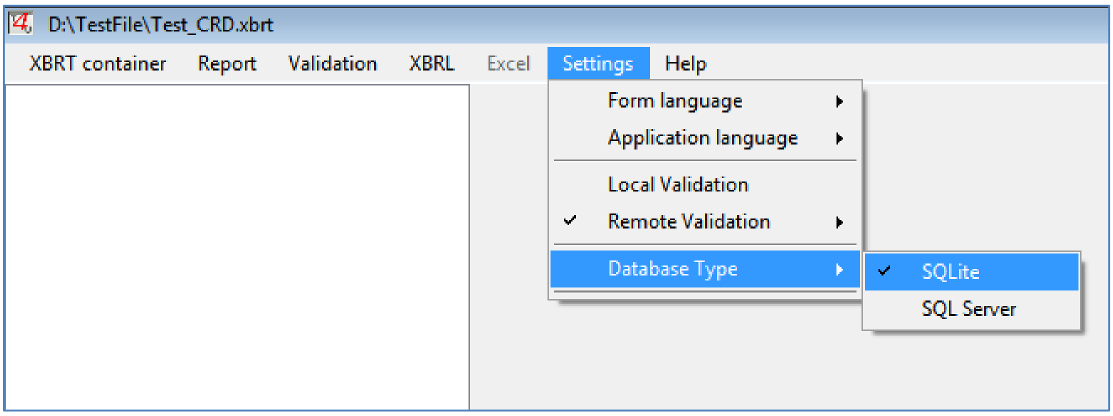




IX.4 Database type

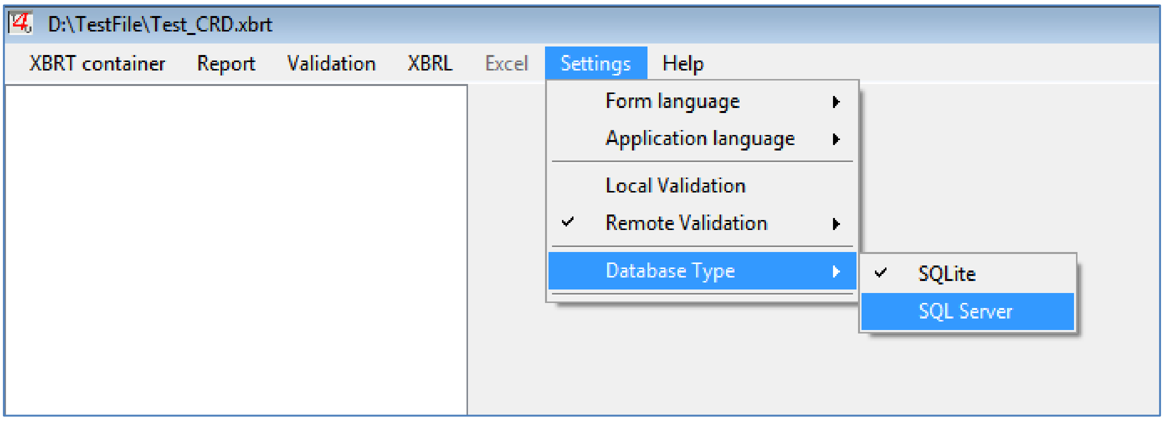
IX.4.1 SQLite

1. Select the **Settings** menu.
2. On the **Settings** menu, select **Database type** menu.
3. From the sub populated menu, select the SQLite.



IX.4.2 SQL Server

1. Select the **Settings** menu.
2. On the **Settings** menu, select **Database type** menu.
3. From the sub populated menu, select the SQL Server.

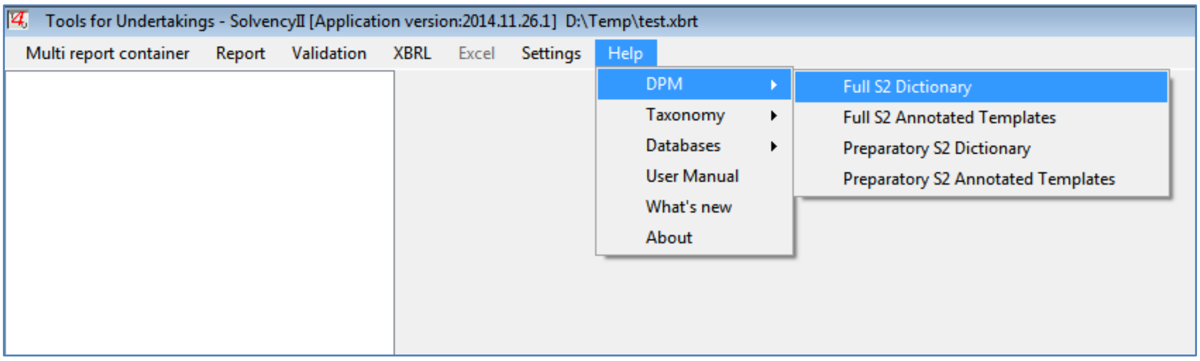


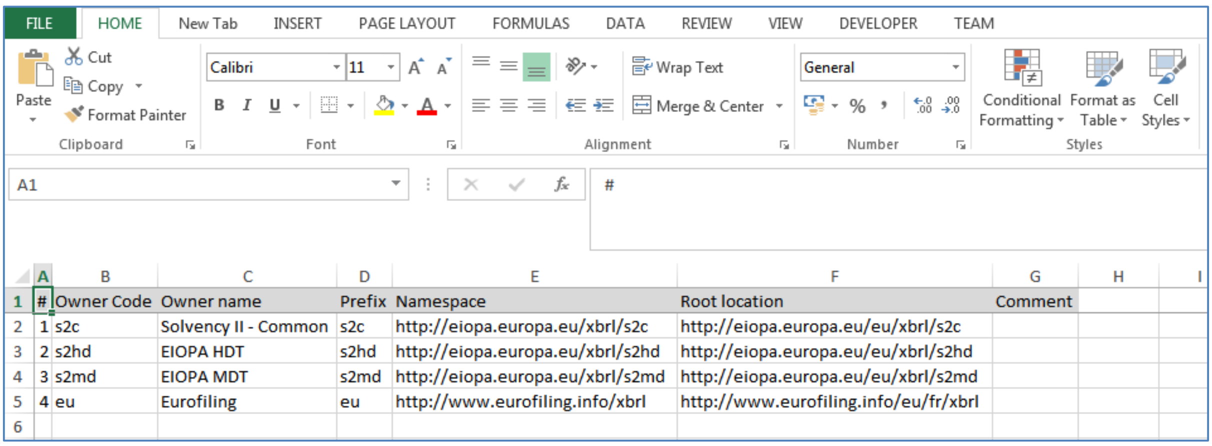
X Help

X.1 DPM

X.1.1 Full S2 Dictionary

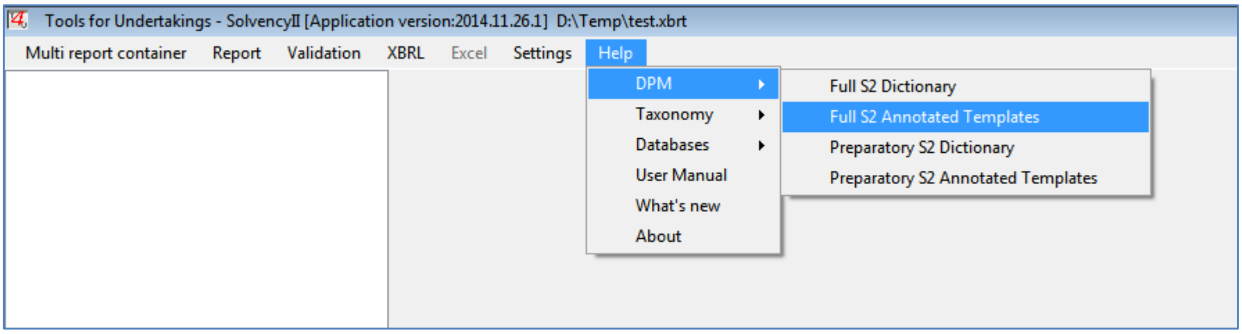
1. Select the **Help** menu.
2. On the **Help** menu, select the **DPM** menu.
3. From the sub populated menu, select the **Full S2 Dictionary**.

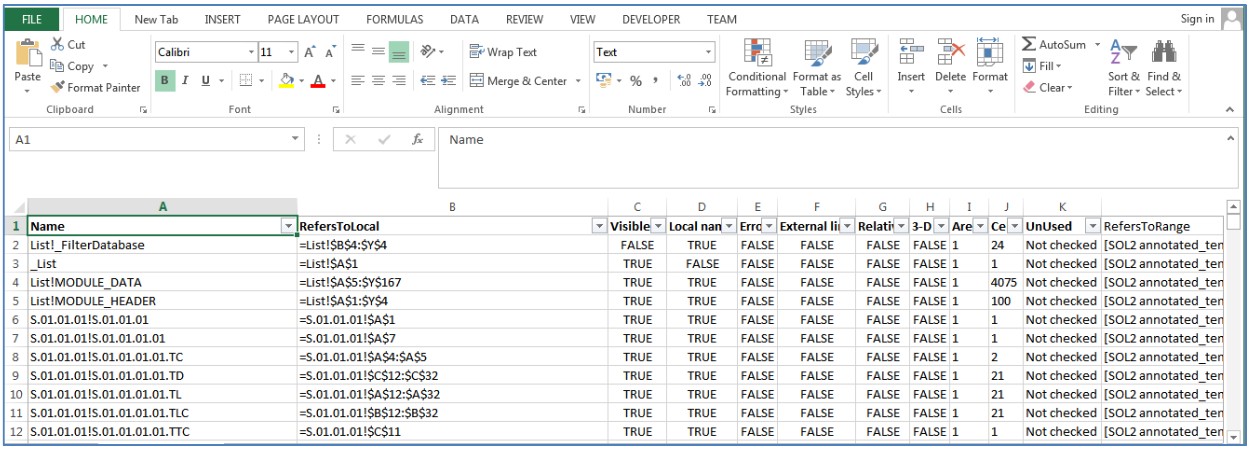




X.1.2 Full S2 Annotated Templates

1. Select the **Help** menu.
2. On the **Help** menu, select the **DPM** menu.
3. From the sub populated menu, select the **Full S2 Annotated Templates**.

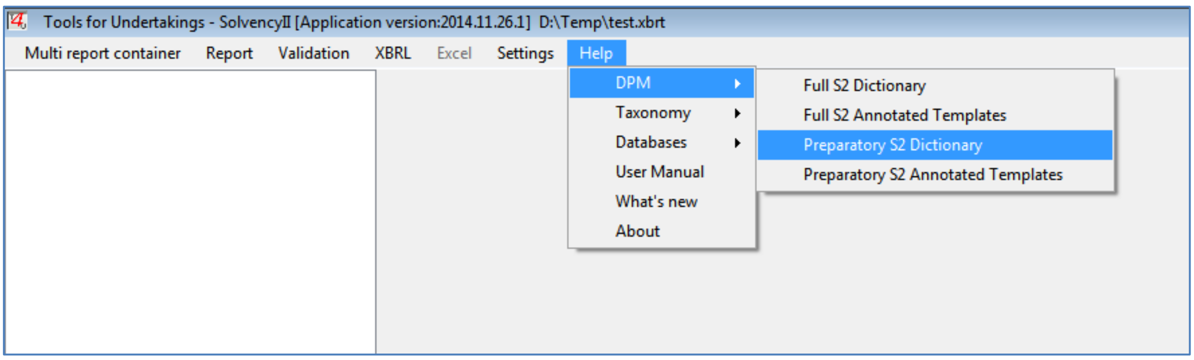


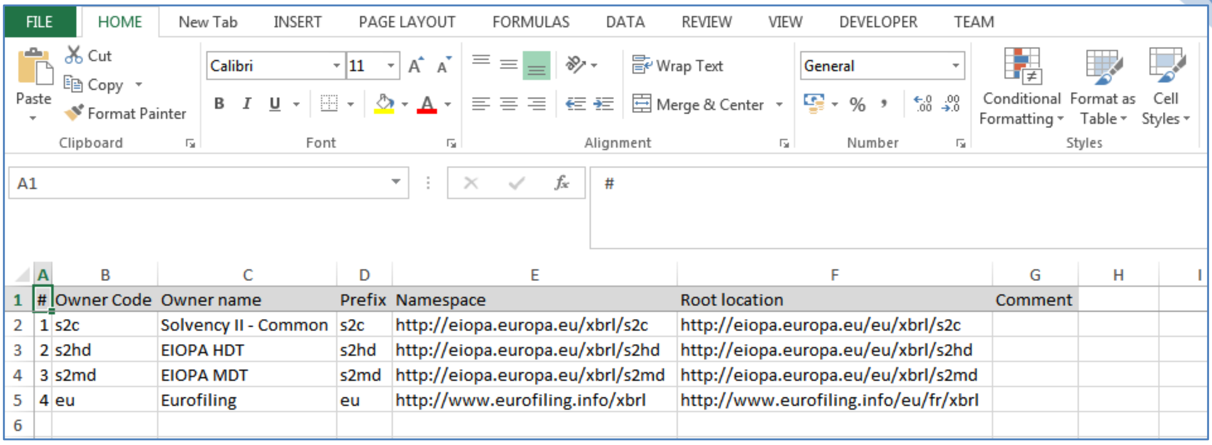


Name	RefersToLocal	Visible	Local nan	Errc	External li	Relati	3-D	Are	Ce	UnUsed	RefersToRange
List!_FilterDatabase	=List!$B$4:$Y$4	FALSE	TRUE	FALSE	FALSE	FALSE	FALSE	1	24	Not checked	[SOL2 annotated_ten
_List	=List!$A$1	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE	1	1	Not checked	[SOL2 annotated_ten
List!MODULE_DATA	=List!$A$5:$Y$167	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	1	4075	Not checked	[SOL2 annotated_ten
List!MODULE_HEADER	=List!$A$1:$Y$4	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	1	100	Not checked	[SOL2 annotated_ten
S.01.01.01!S.01.01.01	=S.01.01.01!$A$1	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	1	1	Not checked	[SOL2 annotated_ten
S.01.01.01!S.01.01.01.01	=S.01.01.01!$A$7	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	1	1	Not checked	[SOL2 annotated_ten
S.01.01.01!S.01.01.01.01.TC	=S.01.01.01!$A$4:$A$5	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	1	2	Not checked	[SOL2 annotated_ten
S.01.01.01!S.01.01.01.01.TD	=S.01.01.01!$C$12:$C$32	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	1	21	Not checked	[SOL2 annotated_ten
S.01.01.01!S.01.01.01.01.TL	=S.01.01.01!$A$12:$A$32	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	1	21	Not checked	[SOL2 annotated_ten
S.01.01.01!S.01.01.01.01.TLC	=S.01.01.01!$B$12:$B$32	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	1	21	Not checked	[SOL2 annotated_ten
S.01.01.01!S.01.01.01.01.TTC	=S.01.01.01!$C$11	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	1	1	Not checked	[SOL2 annotated_ten

X.1.3 Preparatory S2 Dictionary

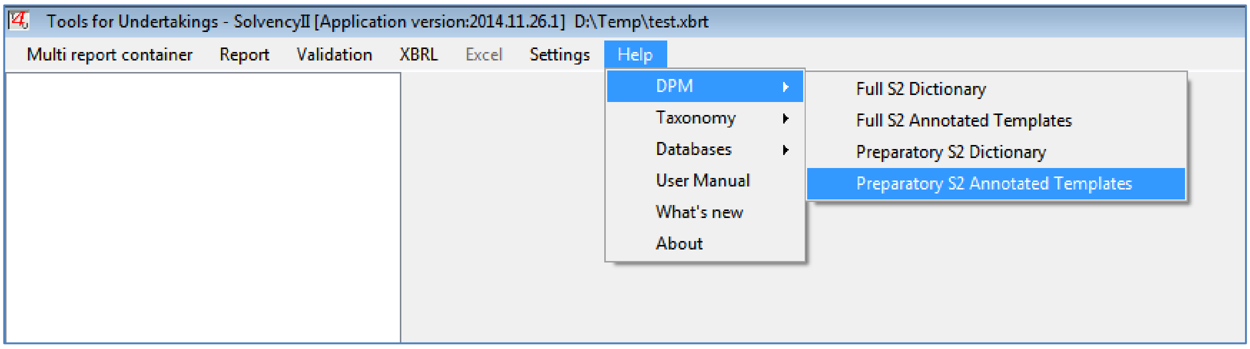
1. Select the **Help** menu.
2. On the **Help** menu, select the **DPM** menu.
3. From the sub populated menu, select the **Preparatory S2 Dictionary**.

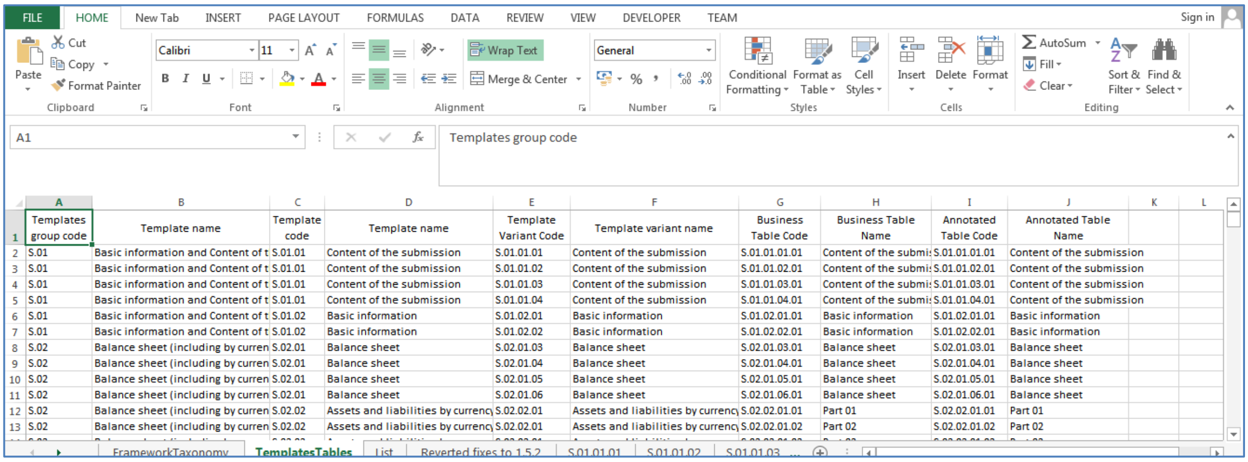




X.1.4 Preparatory S2 Annotated Templates

1. Select the **Help** menu.
2. On the **Help** menu, select the **DPM** menu.
3. From the sub populated menu, select the **Preparatory S2 Annotated Templates**.

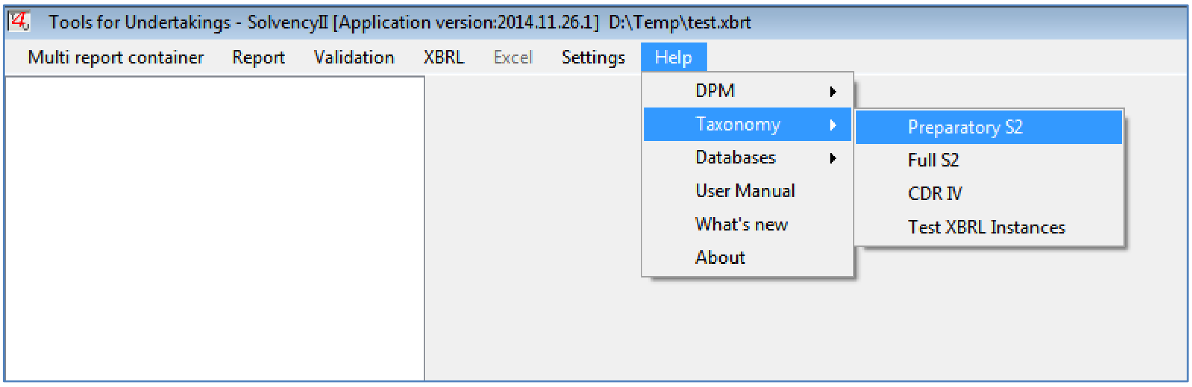




X.2 Taxonomy

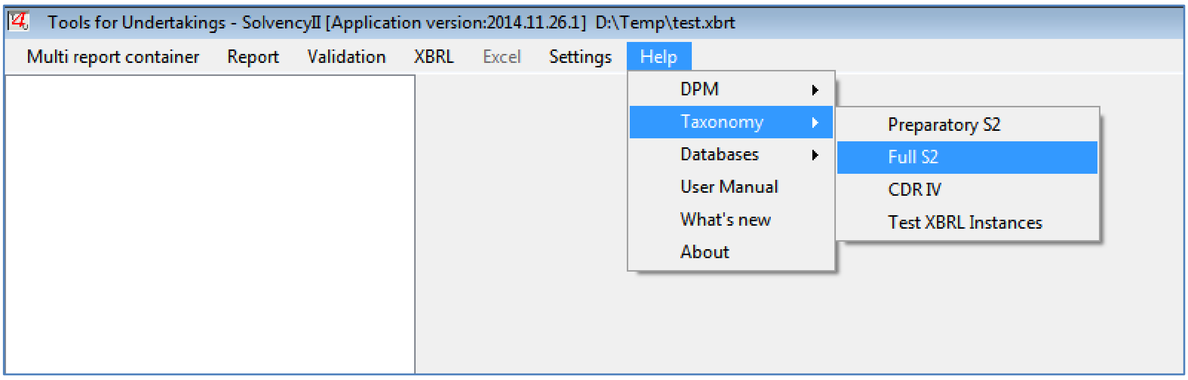
X.2.1 Preparatory S2

1. Select the **Help** menu.
2. On the **Help** menu, select the **Taxonomy** menu.
3. From the sub populated menu, select the **Preparatory S2**
4. It will launch the WinZip, through the user can view/save the **Preparatory S2 taxonomy schema.**



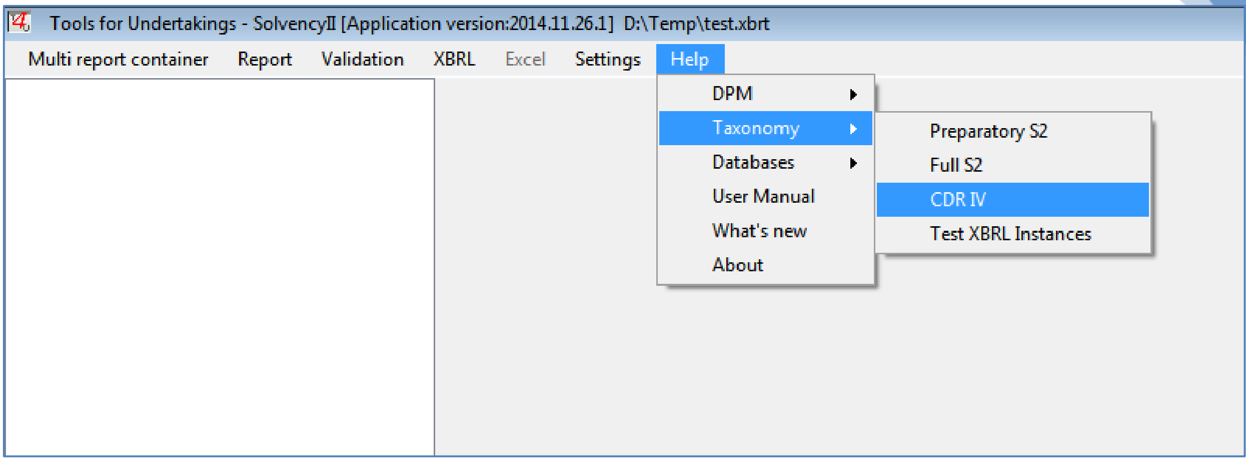
X.2.2 Full S2

1. Select the **Help** menu.
2. On the **Help** menu, select the **Taxonomy** menu.
3. From the sub populated menu, select the **Full S2**
4. It will launch the WinZip, through the user can view/save the **Solvency II taxonomy schema.**



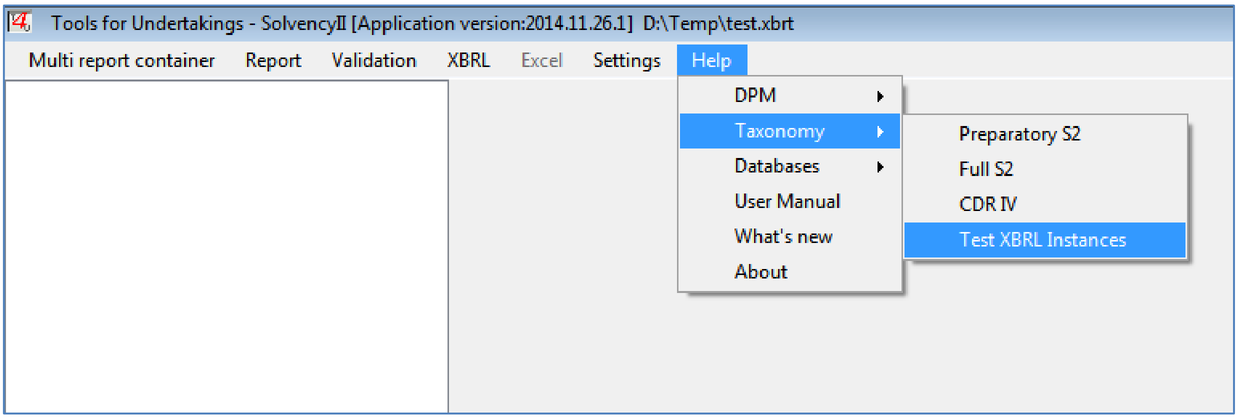
X.2.3 CRD IV

1. Select the **Help** menu.
2. On the **Help** menu, select the **Taxonomy** menu.
3. From the sub populated menu, select the **CRD IV**
4. It will launch the WinZip, through the user can view/save the **CRD IV taxonomy schema.**



X.2.4 Test XBRL instances

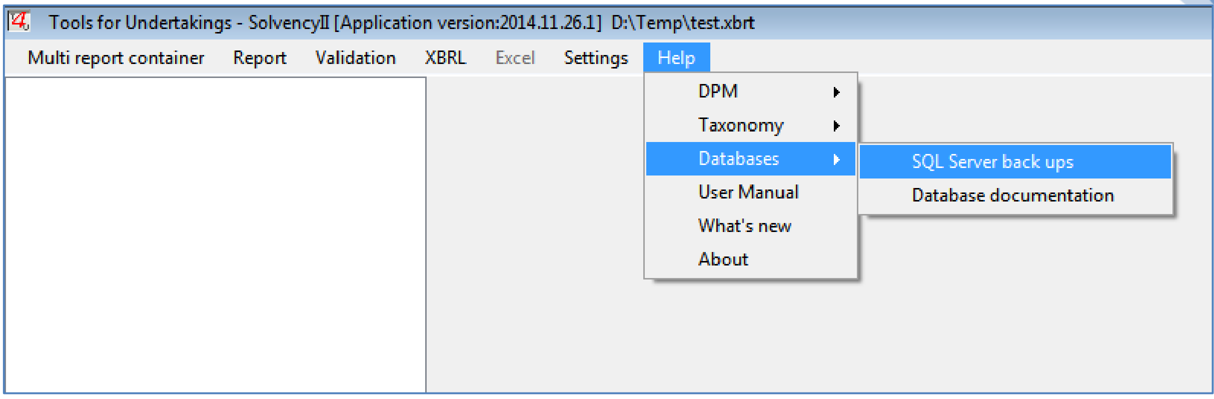
1. Select the **Help** menu.
2. On the **Help** menu, select the **Taxonomy** menu.
3. From the sub populated menu, select the **Test XBRL Instances**
4. It will launch the WinZip, through the user can view/save the **test XBRL instances.**



X.3 Databases

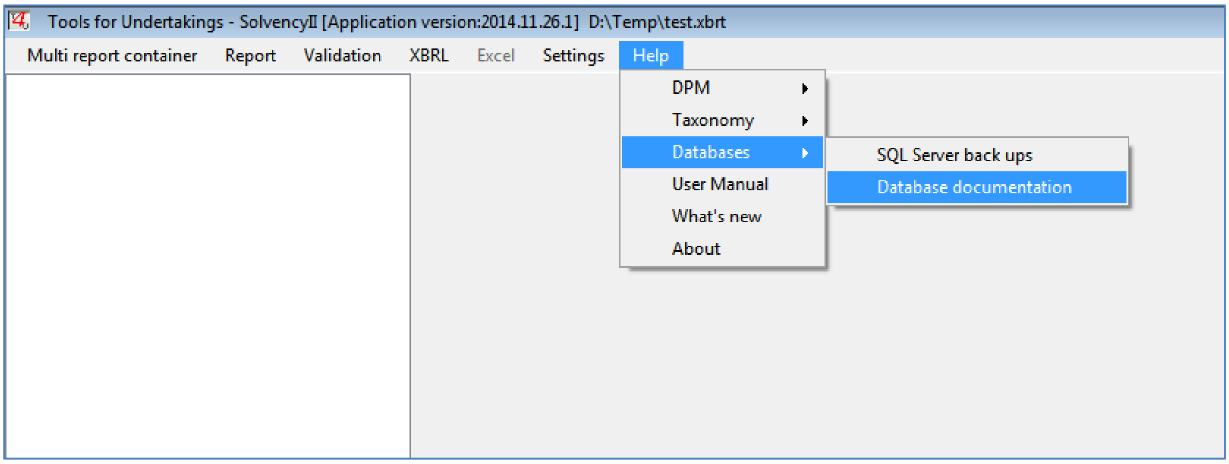
X.3.1 SQL Server backups

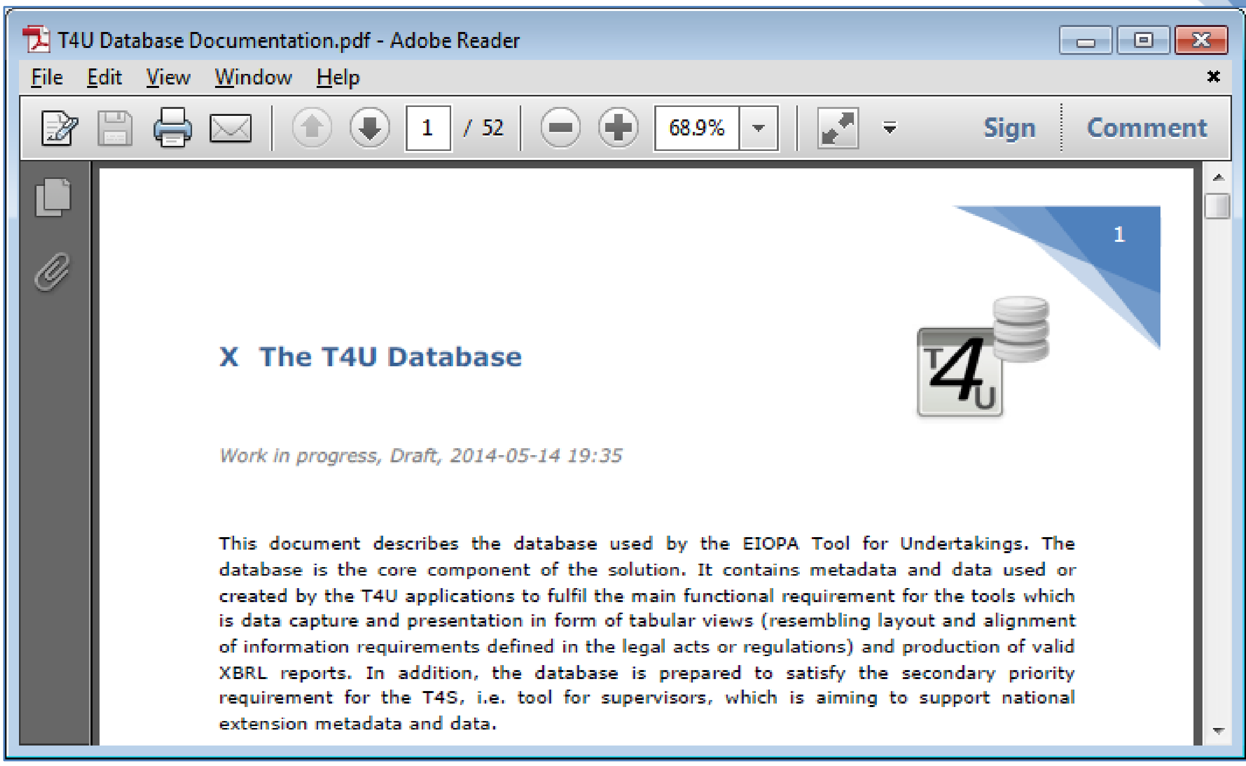
1. Select the **Help** menu.
2. On the **Help** menu, select the **Databases** menu.
3. From the sub populated menu, select the **SQL Server backups**



X.3.2 Database documentation

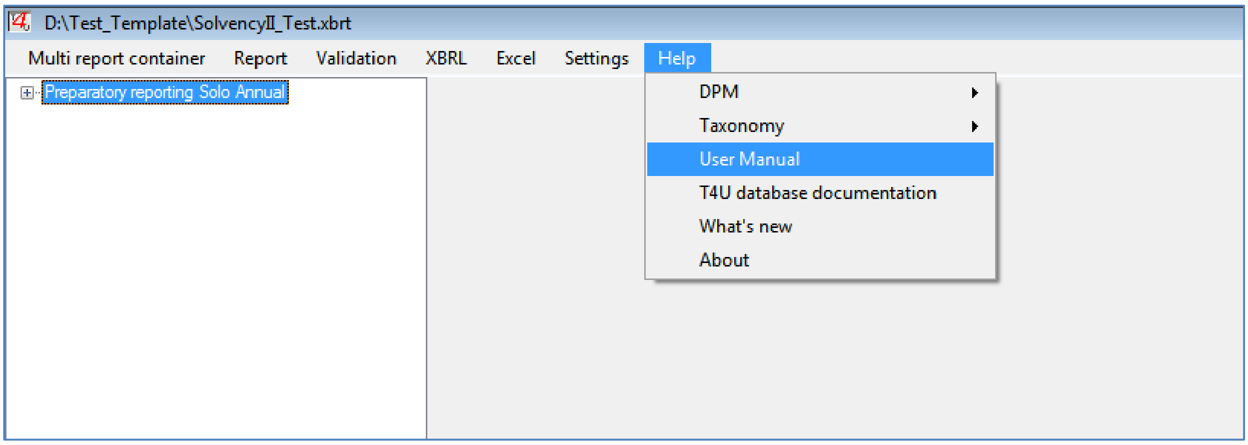
1. Select the **Help** menu.
2. On the **Help** menu, select the **Databases** menu.
3. From the sub populated menu, select the **Database documentation**

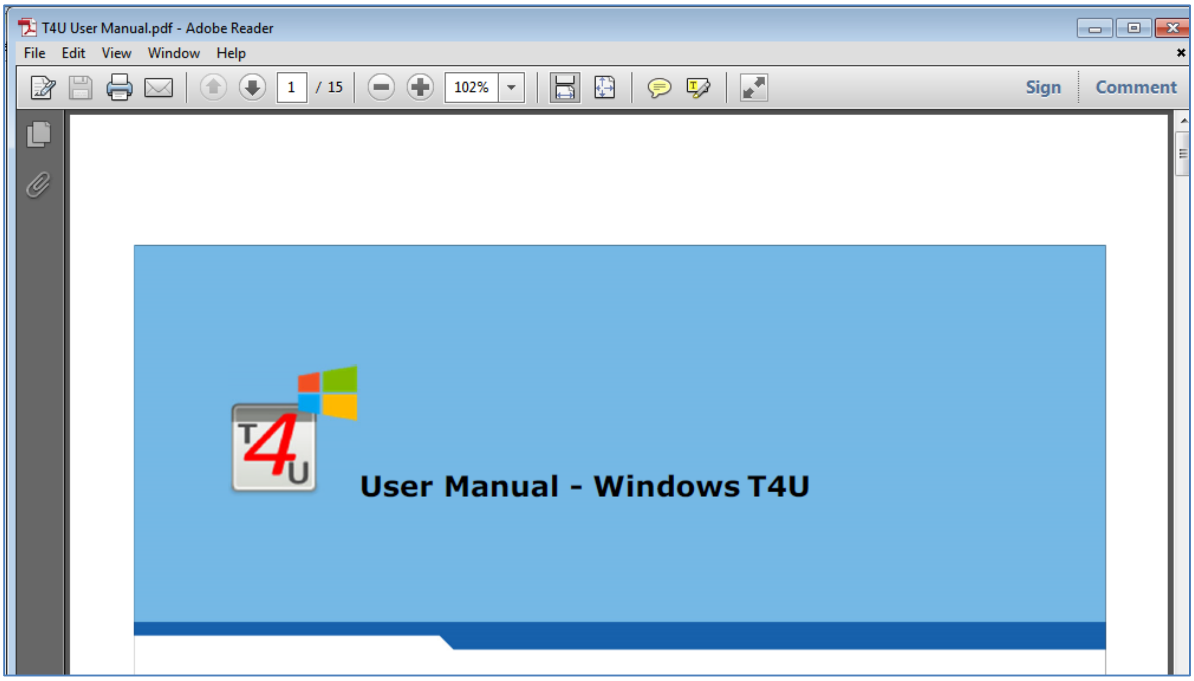




X.4 User Manual

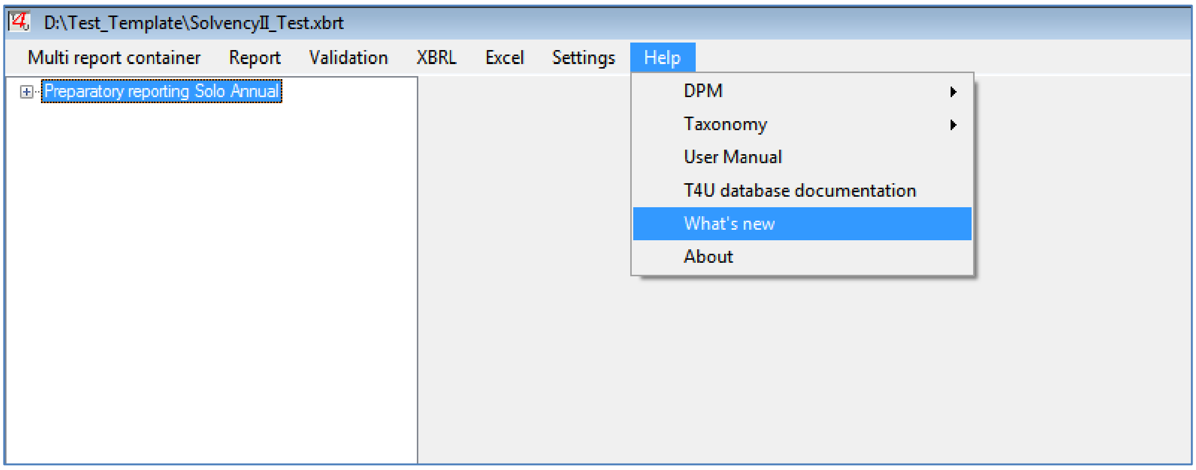
1. Select the **Help** menu.
2. On the **Help** menu, select **User Manual** menu.

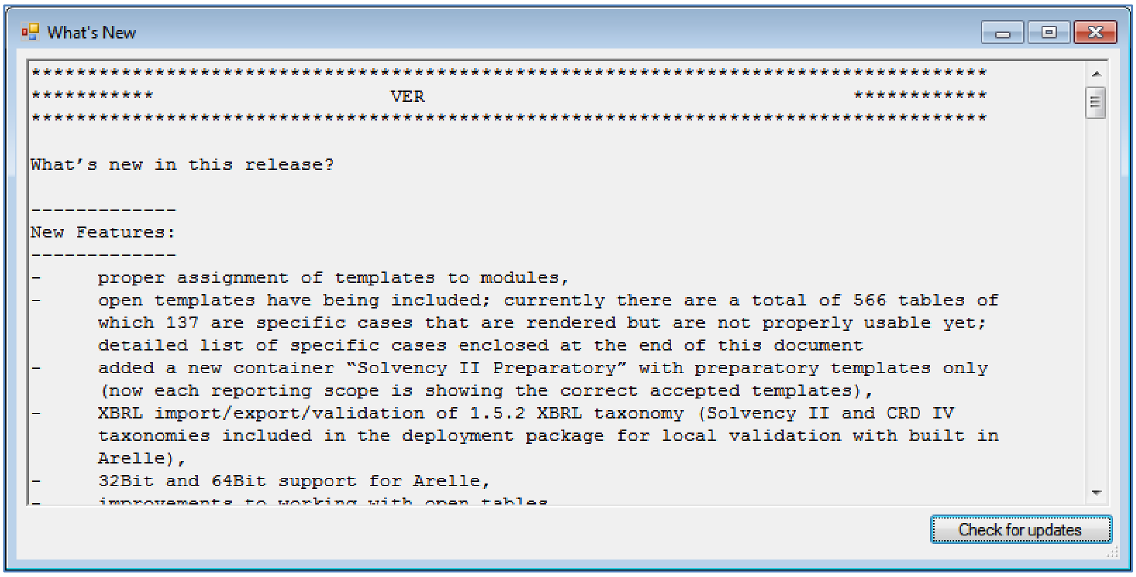




X.5 What's New

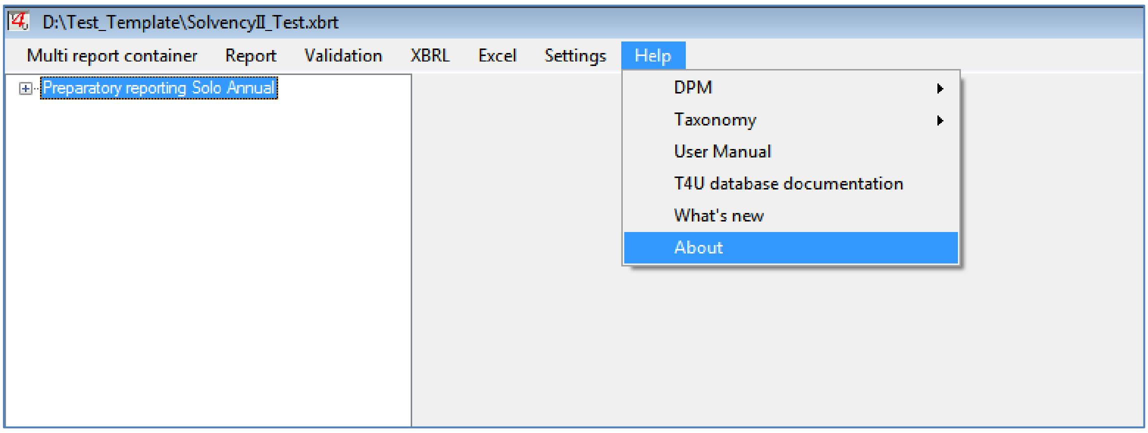
1. Select the **Help** menu.
2. On the **Help** menu, select the **What's New** menu.
3. The user can view the New Features, Bugs Fixes, Known bugs and Missing features to be included in next releases details for the current/past releases.





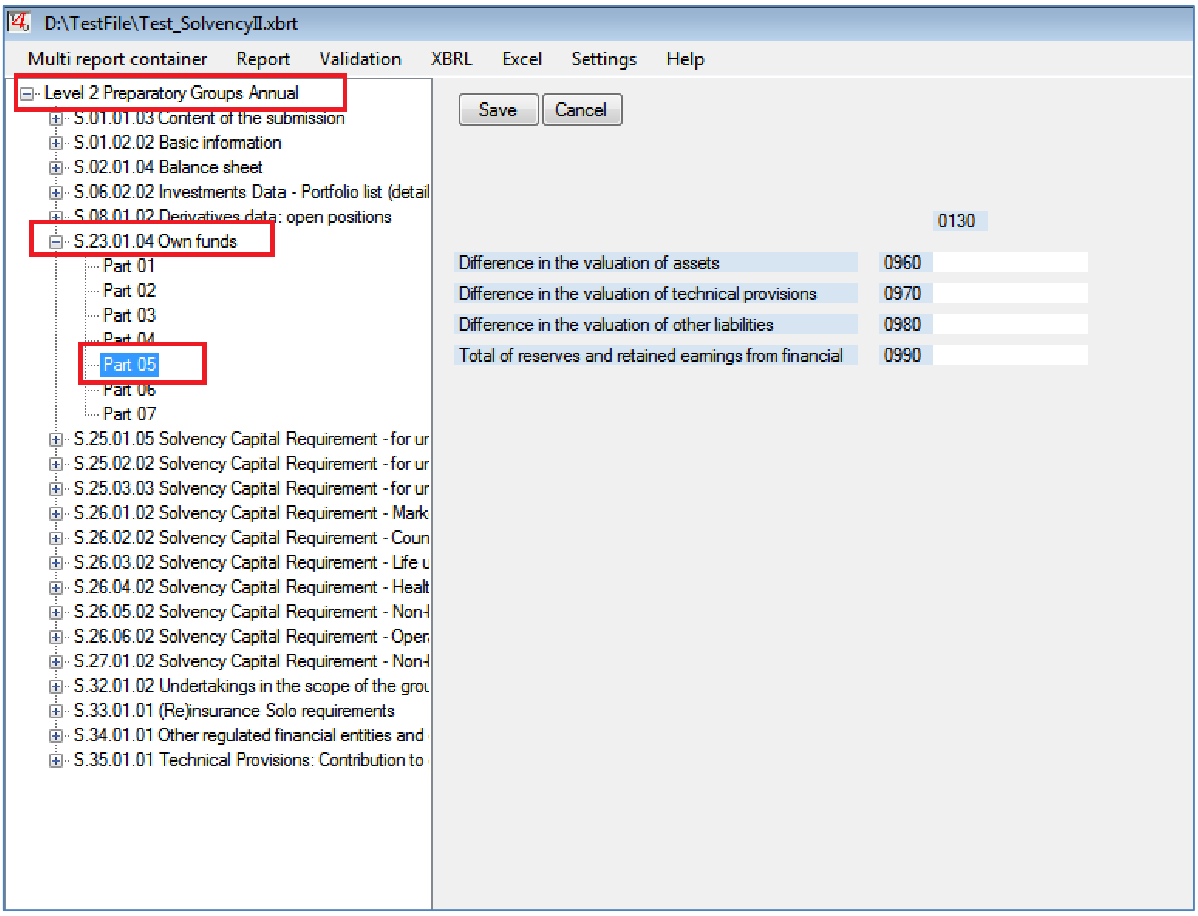
X.6 About

1. Select the **Help** menu.
2. On the **Help** menu, select the **About** menu.
3. The user can verify the **Version details** and **Application deployed path** information's through the popup dialog window.
4. Also the user can check for any updates available for the application.




EUROPEAN INSURANCE
AND OCCUPATIONAL PENSIONS AUTHORITY
EUROPEAN SYSTEM OF FINANCIAL SUPERVISION
XBRL
eXtensible Business Reporting Language
T4U version number:
Arelle(r) 64bit 2014-10-31 16:39 UTC
Application is not installed with click once
Path: D:\XBRT\6. Windows T4U\SolvencyII.UI\SolvencyII.GUI\bin\Debug\SolvencyII.GUI.exe
Check for updates
OK

XI Data entry



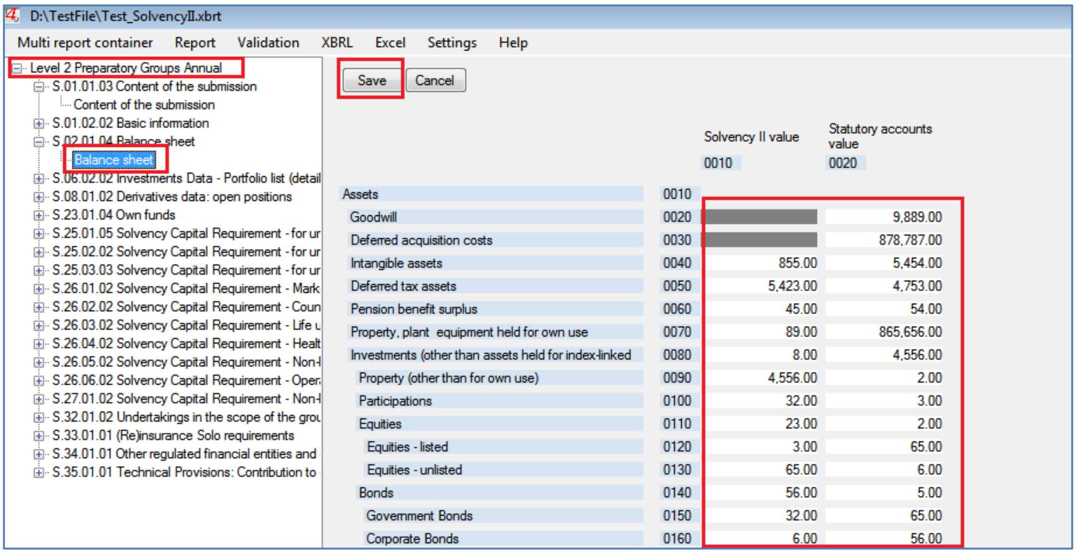
Terms:

- Module: The top level root node is the module.
- Template: The first level child node to the module is the template.
- Table: The first level child node to the template is the Table.

XI.1 Closed Template

Prerequisite: The report should be created in order to enter the data.

1. Select the **module** from the left side populated tree view.
2. Select the **Template**
3. Select the **table**
4. Enter/select the values in the form
5. Click save to save the data.

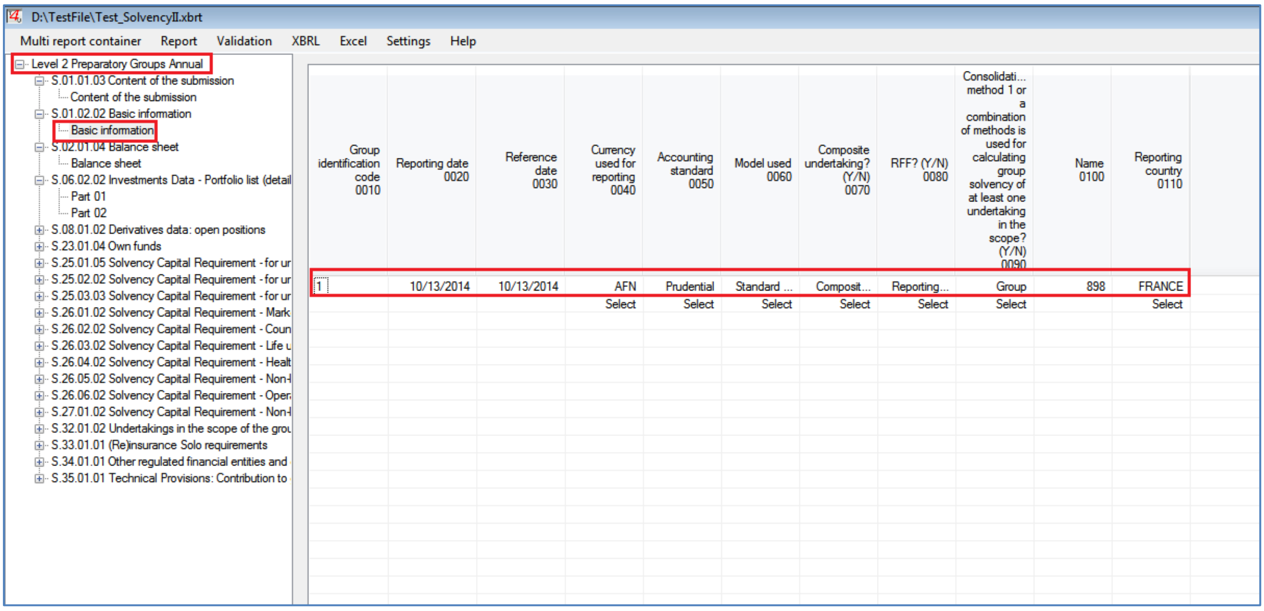


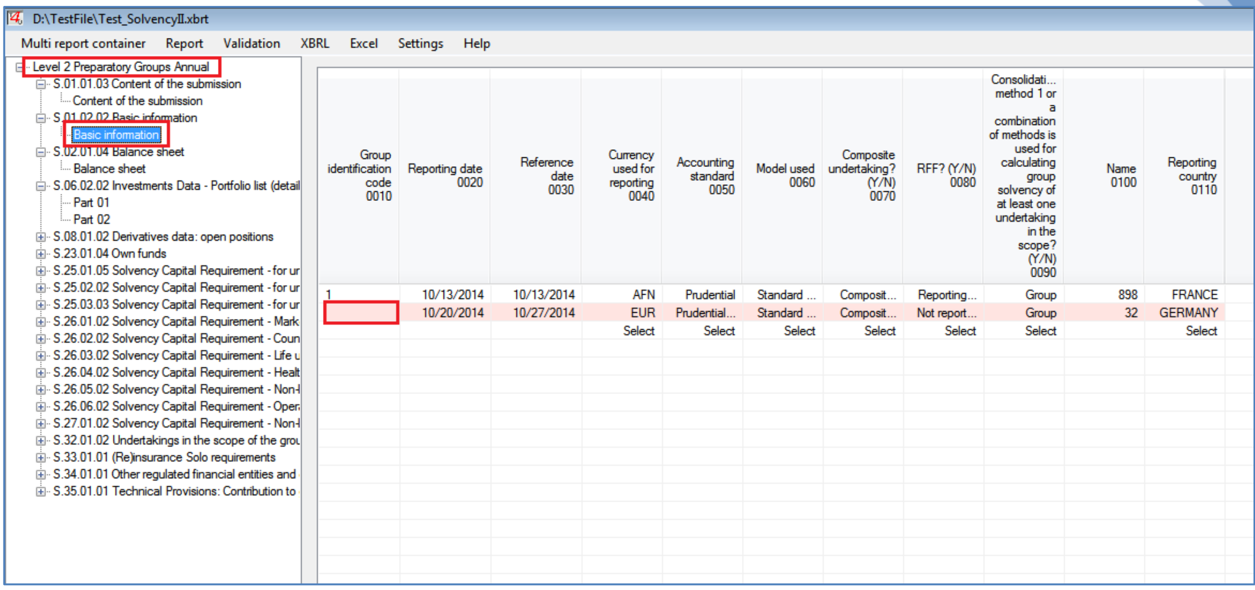
XI.2 Open Template

Prerequisite: The report should be created before to enter the data.

1. Select the **module** from the left side populated tree view.
2. Select the **Template**
3. Select the **table**
4. Enter/select the values in the form

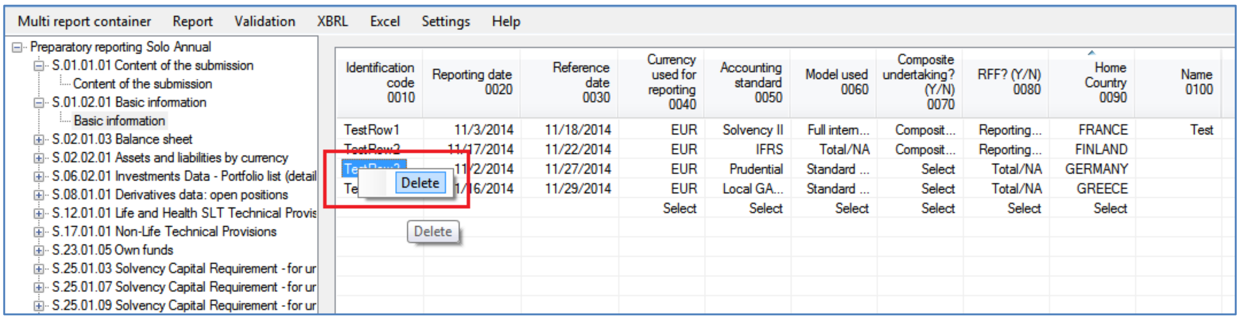
Note: Entering values to the Key Column is mandatory .The values entered in the row will get accountable only if the Key column with data.





<u>To delete/remove the row from the Open table.</u>

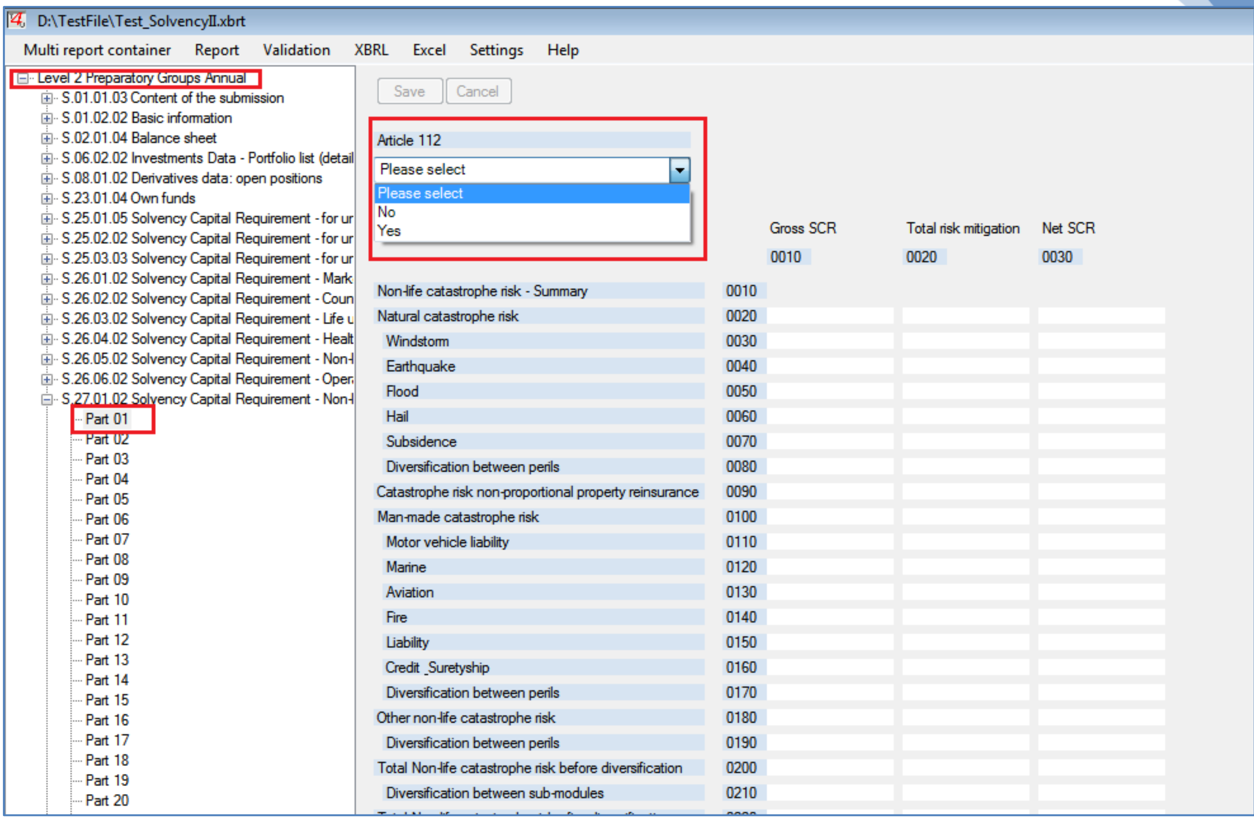
Right click on the row to be deleted, Select the delete menu. Then the row will be deleted from the open table.



XI.3 Special case Template

<u>Prerequisite</u>: The report should be created before to enter the data.

1. Select the **module** from the left side populated tree view.
2. Select the **Template**.
3. Select the **table**.
4. **Select the criteria/filter from the dropdown box.**
5. Enter/select the values in the form
6. Click save to save the data.

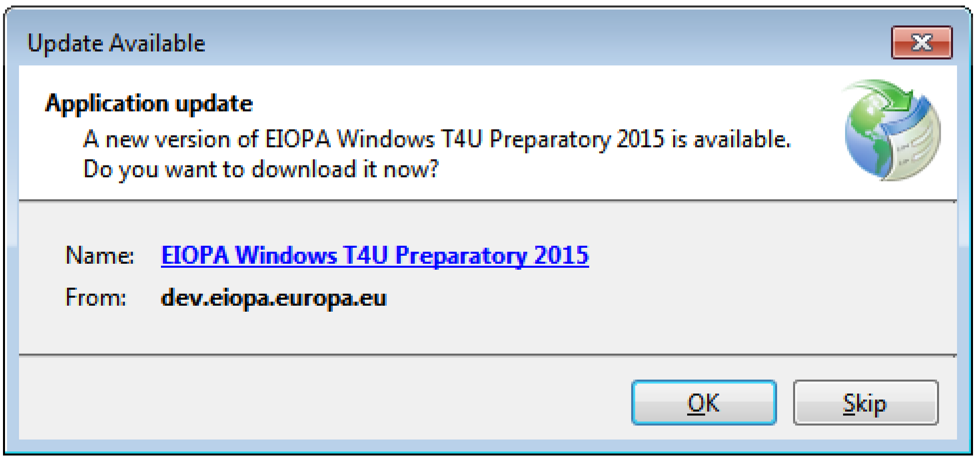


XII Application Update

XII.1 Detecting application updates:

After the installation, whenever the user launching the application, the application checks for updates and if any updates available. Then it will be downloaded and installed in the user's machine.

Note
The user's needs to click OK button to install the updates.



XII.2 Check for updates:

Also the user can verify for the update after launching the application. By using the **About** menu, If any updates available then it will be get installed and the application will get restart.

Steps to check for the update:

1. Select the Help menu.
2. On the Help menu, select the **About** menu.
3. The user can check for any updates available for the application, by clicking the **Check for updates** button.

XIII Troubleshooting\FAQ

1. Registry Setting:
   The settings required for the application is stored in the below path in the registry.
   Computer➔HKEY_CURRENT_USER➔Software➔EIOPA➔WINDOWS_T4U_PREP_2015

2. Application installation path:

   The applications will be always installed in a system-managed user-specific folder. Normally it will be like…

   C:\Users\<<username>>\AppData\Local\Apps\2.0

3. The application installations are always for the current user only. If the multiple users on a machine install the same software you end up with multiple copies of your application files.

4. Support Contact details:

5. Admin rights is required to install the Dot net framework, if the machine already meets the minimum prerequisites then the admin rights is not required.
6. Admin rights is not required to update the application.
7. The application version details will be available in the Help➔About menu.
8. To create/import the report, the container creation is the prerequisite.
9. To export the report, the report creation is the prerequisite.
10. To export /import the data from excel, the report creation is the prerequisite.
11. The application will work in both 32/64 bit machines.