FundSuiteArc Version 1.7.0 Release Notes

ArcReporting 1.7.0

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Release Notes Preface

Release notes provide functional and technical details. This document describes how each enhancement functions within the context of the greater business process. This added level of detail should enable project teams to answer the following questions:

- Why was the change made?

- What out-of-the-box functionality will change?

- How will these changes affect the organization?

Enhancements Requiring Immediate User Action

For clients utilizing automated FTP dataload functionality, the following format for the ACCOUNTPERIODEND column is no longer accepted by FundSuiteArc.

- *2012-07-06 00:00:00*

Clients should verify that data source files used in FTP dataload operations do not contain a timestamp as part of this column's values prior to upgrade to version 1.7.0.

Enhancements Requiring User Decisions

1. As part of the FundSuiteArc 1.7.0 release, all client databases will be upgraded to the corresponding version of the holdings load (See "Ability to automatically accept/reject Holdings push-button data imports" on page 19).

   > **Please Note:**
   > The holdings load associated with version 1.7.0 of FundSuiteArc supports all existing FTP and Excel import file structures currently used by clients. Although we do not anticipate any issues, we urge clients to test the 1.7.0 holdings load during the user acceptance testing period and to report any issues encountered.

2. Changes to CURRENCY CODE functionality will delete all existing Security/Investment Master currency code values.

   > **Please Note:**
   > Prior to the FundSuiteArc 1.7.0 release, currency code information was stored at the Security/Investment Master level. Currency codes are now stored individually for each holding occurrence (*e.g.*, ACCOUNT PERIOD, FUND, MASTER IDENTIFIER, BALANCE INSTANCE). Therefore, all currency code information currently stored in the system will be deleted. In addition, the CURRENCY CODE field is no longer required within import files used for the Holdings automated FTP dataload or push-button data import.

Enhancements Common to Multiple Products

1) Portfolio statement template import/copy - Phase 2

Overview

The portfolio statement template copy feature allows clients to use the same portfolio structure template for multiple complexes within the same database without having to manually re-create the portfolio structure.

What's New

The portfolio statement template functionality was enhanced to allow a template to be copied from one complex to another <u>within</u> an existing database.

Please Note:
The copy feature can only be used within the same database; use the export/import functionality (see v1.6.0 Release Notes) if a template from another database is needed.

Copying a Portfolio Statement Template

1. Open the **Portfolio Statement Templates** page.

2. Click the ADD button 🗋 at lower-right of the page.

   The **Create Portfolio Statement Template** dialogue appears.

3. Select the *Copy Existing Template* option.

4. In the SOURCE COMPLEX drop-down list, select the complex associated with the portfolio statement template to be copied.

   > ***Please Note:***
   > Options in the drop-down list are limited to complexes to which the user has access rights.

5. In the SOURCE TEMPLATE drop-down list, select the template to be copied.

   > ***Please Note:***
   > Options include all portfolio templates associated with the selected source complex and for the product being used (*e.g.*, ArcFiling, ArcReporting).

6. In the TARGET COMPLEX drop-down list, select the complex where the portfolio template is to be copied.

> **Please Note:**
> Options in the drop-down list are limited to complexes to which the user has access rights.

7. Click the ACCEPT button ✅ at lower-right of the dialogue.

Additional Information

When a portfolio statement template is copied, data from the source template is used to create a new statement template. The default naming convention for new templates created through the copy process is as follows: *Copy of <source template name>*, followed by *<date/time of template creation>*.

> **Example:**
> If the Equity Funds portfolio statement template were copied on May 11, 2012 at 11:31:20 a.m., the default template name would be *Copy of Equity Funds 5112012113120*. The portfolio statement template can be renamed manually at any time following its creation.

Copy option scenarios and associated error messages

- If the *Copy Existing Template* option is selected but a source complex cannot be selected due to lack of user access rights, FundSuiteArc returns the following message:

  "A valid 'Source Complex' must be specified in order to copy a statement template. Your manager or system administrator must assign one or more complexes to you via the 'Users' page."

- If the *Copy Existing Template* option is selected but the selected SOURCE COMPLEX does not contain a portfolio statement template, FundSuiteArc returns the following message:

  "No statement templates exist for the selected 'Source Complex'. Please select another source complex and template to copy."

When a portfolio statement template is copied, FundSuiteArc performs validation logic against certain information in the source template and responds as indicated:

- Category Library
  - If a category exception exists in the source template, a category library is added to the Category Libraries library for the target complex.
    - The CATEGORY LIBRARY NAME in the target complex becomes the source complex library's category code, followed by a time/date stamp.
    - The default category library DESCRIPTION value will be *Auto generated during import*, indicating how the record was created.

> **Example:**
> The category exception, SECURITY TYPE, with a category library code of *GI-2-2* was imported with a time stamp.

- If the target and source complexes both have the same category type, users can assign the existing category library from the **Fund Report Settings** page.

  > ***Please Note:***
  > When the target complex's associated category library includes added categories, users may need to assign the existing category library.

- Languages

  - Languages contained in the source complex are copied to the target complex.

- Column Header

  - Column header values specified in the source template for the default category type and for each category exception in the template structure are copied to the new template in the destination database.

- Total Investments

  - All options specified on the SETTINGS tab for the source template are copied to the new template.

- Other Net Assets

  - Options specified on the SETTINGS tab for the source template are copied to the new template.

    > ***Please Note:***
    > If the *Pull value from financial workbook* option is selected, the workbook and its associated item's value will not carry over; the workbook must be manually specified.

- Net Assets

  - Options specified on the SETTINGS tab for the source template are copied to the new template.

    > ***Please Note:***
    > If the *Pull value from financial workbook* option is selected, the workbook and its associated item's value will not carry over; the workbook must be manually specified.

- Legend

  - Except for legend exclusions, all legend settings specified in the source template are copied to the new template.

- Text

  - Text items specified in the source template are copied to the new template.

- Formulas

  - Formulas specified in the source template are copied to the new template.

- Sorting

  - Sorting specified in the source template is copied to the new template.

- Calculations

  - Calculations and related settings specified in the source template are copied to the new template.

- Filter

  - Filter inclusions and exclusions specified in the source template are copied to the new template.

- Aggregate

  - Aggregate levels and associated footnote inclusions/exclusions specified in the source template are copied to the new template.

- Output Settings

  - Multiple language option settings specified in the source template are copied to the new template.

  - All row mappings specified in the source template are copied to the new template.

  - All number format settings specified in the source template are copied to the new template.

  - All suppression settings specified in the source template are copied to the new template.

Process Changes

No changes to current processes are required.

2) Tabular data cell merging

Overview

Shareholder reports contain tables that require cell merging functionality (spanning). A user may need to combine two or more rows/columns into a single row/column. Typically, this functionality is used to merge top row columns to create a table header that spans all columns within a table.

What's New

Functionality was added to the **Tabular Data Template Output Settings** page to enable users to vertically and horizontally span cells in a table. Enhancements were also made to project XML output to communicate the presence of merged cells to the document rendering engine.

New buttons were added to the **Tabular Data Template Output Settings** page to allow the merging of cells or the removal of merged cells. These buttons resemble those used for similar functionality in Microsoft Word.

- SPAN CELLS button

    - This button is enabled when any cell in the grid is selected.

    - Clicking the button causes the **Span Cells** pop-up dialogue to appear.
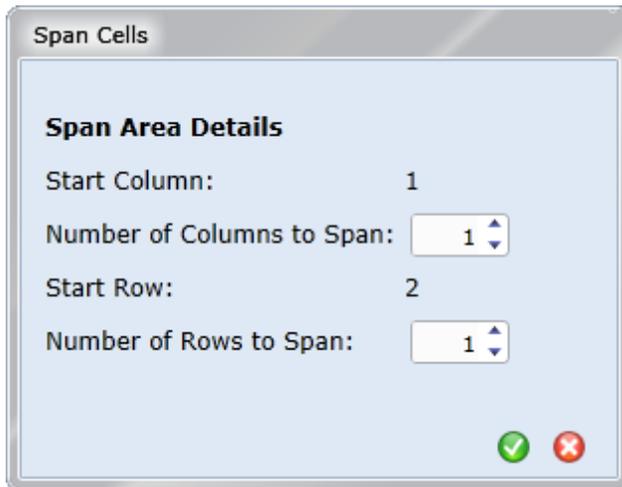
    - The default values for the NUMBER OF COLUMNS TO SPAN and the NUMBER OF ROWS TO SPAN columns are as follows:

        - When creating a new span area, FundSuiteArc identifies the column/row selected by the user and both the NUMBER OF COLUMNS TO SPAN and NUMBER OF ROWS TO SPAN values default to *1*.

        - When editing an existing span area, FundSuiteArc identifies the column/row selected by the user and both the NUMBER OF COLUMNS TO SPAN and the NUMBER OF ROWS TO SPAN values default to the existing span area settings.

> *Example:*
> A user creates a table that contains a span area that begins on row 1 and covers columns 3 and 4.
>
>
>
> To edit the span, the user clicks the SPAN CELLS button, and the pop-up dialogue displays the existing span settings.
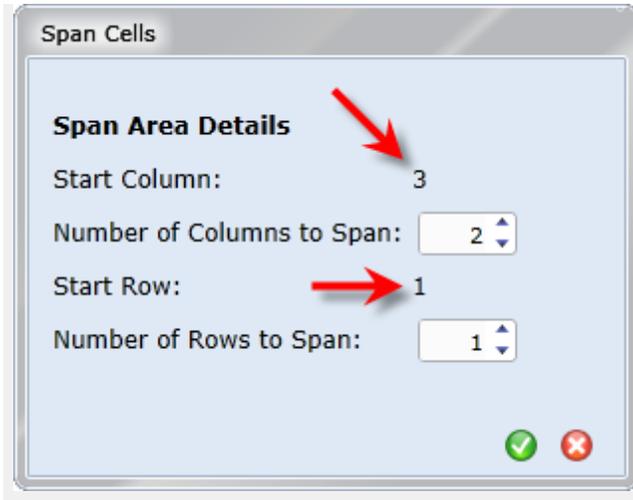
- ■ The minimum possible value for NUMBER OF COLUMNS TO SPAN is *1*.

- ■ The maximum possible value for NUMBER OF COLUMNS TO SPAN is limited to the number of columns between the currently-selected cell and the last column in the grid, plus 1 (this prevents the span area from going beyond the allotted columns in the grid).

  Example:
  The current grid contains 5 columns. The span functionality starts with column 3. Since the span cannot exceed column 5, the user can only set 3 as the number of columns to span. The span in this instance would cover column 3, column 4 and column 5.

- ● REMOVE SPAN button

  - ○ This button is enabled when a span area is selected in the grid.

  - ○ When the button is clicked, a confirmation message displays, alerting the user that the span area will be removed if s/he continues.
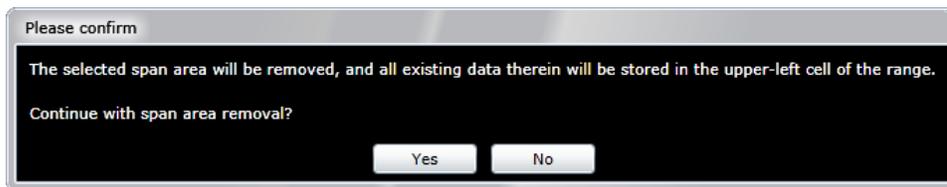
Additional Information

- ● Multiple span areas may exist within a table, but span areas cannot overlap.

  - ○ If a user attempts to create a span area that overlaps another span area, a message alerts the user that s/he cannot do so.

- ● All row and column positioning buttons are disabled when at least one span area exists in a given table.
  - ○ Move row up
  - ○ Move row down

- ○ Move column left ◄
- ○ Move column right ►

- Removing a span area does not remove the text contained within the merged cells; the content remains in the upper-left cell of the area that was previously merged.

Process Changes

No changes to current processes are required.

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3) Support for additional image types

Overview

Shareholder reports contain various types of images, and FundSuiteArc must support all image types currently used by the client base. Compression and color needs dictate the use of different image types. For example, photographs typically utilize the *JPG*/*JPEG* format because it is the standard method of compressing photographic images.

What's New

Prior to this release, FundSuiteArc supported image files of only *PNG*, *JPG* or *JPEG* formats. The application now supports all of the following image types:

- Bitmap Image Files (*.bmp)
- Encapsulated PostScript Image Files (*.eps)
- Graphics Interchange Format Image Files (*.gif)
- Joint Photographic Experts Group Image Files (*.jpg;*.jpeg)
- Portable Network Graphics Image Files (*.png)
- Scalable Vector Graphics Image Files (*.svg)
- Tagged Image Format Image Files (*.tif;*.tiff)

The image upload process remains the same as in previous versions of FundSuiteArc, with the addition of functionality to filter by and choose the appropriate image type.

The following steps outline the image upload process:

1. Select the *Image Libraries* item from the **Libraries** menu in the ADMINISTRATION area of the application.

2. Select the desired library from the LISTING pane at the left of the page.

   Existing images in the selected library are listed in the IMAGE LIBRARY ITEMS section.

3. Use the ACCOUNT PERIOD drop-down list in the IMAGE LIBRARY ITEMS section to specify the account period with which the image will be associated.

4. Select the existing image record from the grid at left of the IMAGE LIBRARY ITEMS section, or create a new record.

5. Click the UPLOAD IMAGE button.

   The file **Open** pop-up dialogue appears.

6. To filter available images by image type, use the FILES OF TYPE drop-down list.

   ```
   All Image Files (*.bmp;*.gif;*.eps;*.jpg;*.jpeg;*.png;*.svg;*.tif;*.tiff)
   Bitmap Image Files (*.bmp)
   Encapsulated PostScript Image Files (*.eps)
   Graphics Interchange Format Image Files (*.gif)
   Joint Photographic Experts Group Image Files (*.jpg;*.jpeg)
   Portable Network Graphics Image Files (*.png)
   Scalable Vector Graphics Image Files (*.svg)
   Tagged Image Format Image Files (*.tif;*.tiff)
   ```
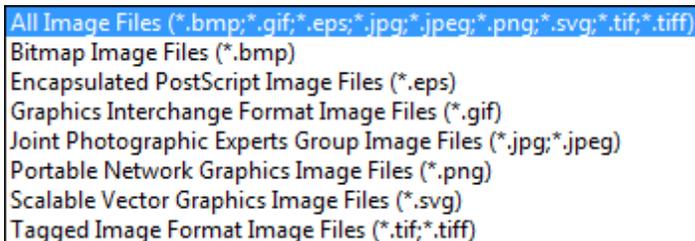
   Please Note:
   The default filter selection is *All Image Files*.

7. Browse your local or network drive to locate and select the appropriate image for upload, then click the OPEN button on the dialogue.

8. The library preview pane displays the selected image if the image type is *PNG*, *JPG* or *JPEG*. If the selected image is any other supported type, an *"Image Preview Unavailable"* message displays in the image preview pane.

> **Please Note:**
> While FundSuiteArc supports uploading all of the image types specified above, image preview is currently only supported for PNG, JPG or JPEG images in the image library and on the **Project** page. Images of other types are stored, nonetheless, and are available for output.

Process Changes

No changes to current processes are required.

4) Holdings load enhancements

Overview

Enhancements to the current Holdings load functionality allow for push-button Excel data imports and tab-delimited TXT automated FTP dataloads. User benefits include a simplified dataload process and a decrease in data source file manipulation.

What's New

Changes apply to both the tab-delimited TXT automated FTP dataload and Excel push-button data import. Enhancements to the load process include the following items:

1. New functionality reads the column header record to determine which fields to load.

2. Load File Parameters

    a. Only the (4) required fields with valid values are needed to load the file.

        i. Required fields: MASTER IDENTIFIER, FUND CODE, ACCOUNT PERIOD and SECURITY NAME.

        ii. The source file must contain a header record identifying the 4 required fields.

    b. Fields (columns) in the source file need **not** be in a specific order.

    c. Fields (columns) other than the required fields can be omitted from file or left blank.

        i. Any fields absent from the data source file will have their corresponding holdings load option set to *Do Not Overwrite* regardless of the settings on the **Holdings Load Options** page.

        > ***Example:***
        > If the user sets the holdings option to overwrite but does not provide that field in the source file for import, FundSuiteArc uses *Do Not Overwrite* as the import option.

    d. The CURRENCY CODE field now accepts a blank value.

3. Error Handling

    a. CURRENCY CODE specified in source file does not exist in the database.

        i. If the overwrite option for CURRENCY CODE is selected and the currency code provided in the data source file for a given row does not match any codes currently in the currency library, FundSuiteArc provides the following warning message:

        "WARNING: Row: <RowNumber> - Column: 'CurrencyCode' contained a code (<CurrencyCodeInFile>) which is not found in the currencies library. This currency code was added to the library. Please review the setup of this currency and update accordingly."

        > ***Example:***
        > User attempts to import a source file that contains the currency code that represents the Chinese Yuan (CHY). This currency does not exist in the database.

    b. Source file does not contain the 4 required fields.

        i. Source file import fails if any required fields are missing from the file.

        ii. Failed message is received on the **Holdings Import** page (push-button data import) and the **Archive** page (push-button data import and automated FTP dataload).

        > ***Example:***
        > User attempts to load a source file that does not contain the FUND CODE column.

Holdings Import dialogue error is as follows:

"Manual Holdings dataload failed."

Archive page error is as follows:

"ERROR: Row: 1 - Column: 'Fund Code' (required) did not exist in the source file. The load was rejected."

c. Header row in the source file is blank or does not contain the 4 required columns.

　i. Entire load is rejected.

　ii. FundSuiteArc provides an error message.

> *Example:*
> User attempts to load a source file that does not contain the header row.
>
> **Holdings Import** dialogue error is as follows:
>
> *"Manual Holdings dataload failed."*
>
> **Archive** page error is as follows:
>
> *"ERROR: Header row was either missing in the source file, or did not contain any valid columns. The load was rejected."*

d. Duplicate columns in source file.

　i. Data in the leftmost occurrence of the duplicate column is loaded.

　ii. FundSuiteArc provides a warning message.

> *Example:*
> User attempts to load data with a source file that contains two CUSIP columns. The data file contains information for 5 securities with CUSIPs for both columns listed as in the following items:

CUSIP 1	CUSIP 2
11111111A	22222222A
11111111B	22222222B
11111111C	22222222C
11111111D	22222222D
11111111E	22222222E

> **Archive** page warning is as follows:
>
> *"WARNING: Row: 1 - Column: 'Security Cusip' appeared more than once in the source file. Only data from the first (leftmost) occurrence was loaded."*

e. Unknown columns in the source file.

　i. Data in an unknown column is ignored for all rows of the file.

　ii. Valid data from all other valid columns is loaded.

> *Example:*
> User attempts to load a source file that contains a column entitled ADDITIONAL INFORMATION that contained the text

> *Security is on loan.*
>
> **Archive** page warning is as follows:
>
> *"Column 12: 'Additional Information' is not a recognized column name. Data contained in the column was ignored."*

    f. True/False-type fields contain invalid values.

        i. These fields include the following items:

            A. 144A, Affiliated, Collateral, DisplayOnCondensed, FairValued, FullyColRepo, HasDemandFeature, HasEnhancement, HasGuarantee, IlliquidSecurity, InDefault, IsFundSecurityException, NonIncome, OnLoan, Perpetual, RepoUsedForDiversification, Restricted, ShortTermDebt, StepUpBond, Strips, VariableRate, WhenIssued, ZeroCoupon

        ii. FundSuiteArc provides a warning message per row for each data point that does not contain a valid value. Valid values include the following items:

            A. True, TRUE, 1

            B. False, FALSE, 0

> ***Example:***
> A user attempts to load a source file that contains a value of *2* or blank on row 5 for Non-Income, Restricted, Short-Term Debt and Fully Collateralized Repurchase Agreement fields.
>
> **Archive** page warnings are as follows:
>
> *"Row: 5 - Column: 'NonIncome' contained an invalid value. A blank or default value was loaded for the column."*
>
> *"Row: 5 - Column: 'Restricted' contained an invalid value. A blank or default value was loaded for the column."*
>
> *"Row: 5 - Column: 'ShortTermDebt' contained an invalid value. A blank or default value was loaded for the column."*
>
> *"Row: 5 - Column: 'FullyColRepo' contained an invalid value. A blank or default value was loaded for the column."*

Additional Information

- A list of recognized column header names for use in the source file is located in the online Help system in the *Data Import File Structures* topic.

- For both automated FTP dataloads and push-button data imports, any fields absent from the data source file will have their corresponding holdings load overwrite option check box cleared, regardless of the check box's setting in the application user interface.

- The Excel import template available via the **Fund Holdings** page contains all newly-added fields in alphabetical order, with color codes that mirror the color coding of columns in the Fund Holdings grid. The color coding represents different areas of the application, as indicated in the following list:

  ○ **No Shading** - Security Balance

  ○ **Gray Shading** - Security Master/Issuer Master

  ○ **Blue Shading** - Security Library

  ○ **Red Shading** - Issuer Library

  ○ **Amber Shading** - Category Library

  ○ **Green Shading** - Required Fields

Process Changes

When upgrading to version 1.7.0 the Holdings load processing logic will be upgraded to support the behavior described above. All previous Excel and TXT Holdings load file formats will still be supported, since a header record has always been required in data source files, and header record values have not changed.

Excel import behavior: The push-button data import was enhanced to support dynamic columns in the 1.7.0 release of FundSuiteArc. During QA testing, RRD noted some inconsistent behavior with the import that is also present in prior versions of FundSuiteArc. When creating or editing the Excel data source file, all of the values in a column must be in the same format in order to load correctly. When the values are not in the same format, the import will read some of the values as NULL or blank and will fail to load them.

Example:
Notice in the screen shot below that the MARKET VALUE of *3,070,000.00* for the security "Test5" is in a different format than the other numbers in that column. Also notice that the green triangle doesn't appear in the upper-left corner of the value's cell.

AccountPeriodEnd	FundCode	MasterIdentifier	MarketValue
12/31/2011	Test	Test1	750000000
12/31/2011	Test	Test2	5000000
12/31/2011	Test	Test3	10000000
12/31/2011	Test	Test4	1050000
12/31/2011	Test	Test5	3,070,000.00
12/31/2011	Test	Test6	285000
12/31/2011	Test	Test7	5650000
12/31/2011	Test	Test8	1100000

During a push-button data import FundSuiteArc will not be able to read the change in format within the Excel source file and will import the market value for "Test5" as *0.00*.

Solution: Follow the steps below to clean up the Excel data source file.

1. With the Excel file open, press `Ctrl + A` on your keyboard to select all records in the Excel file, then press `Ctrl + C` to copy the file's contents to the Windows clipboard.

2. Paste (`Ctrl + V`) the records into a text editor (*e.g.*, Notepad, etc.).

3. Select all the records in the text editor (`Ctrl + A`), and then copy them (`Ctrl + C`).

4. Download and open a new copy of the Holdings import Excel template.

5. Paste (`Ctrl + V`) the records into the Excel file and save the file.

After completion of the steps above, all the records in each column should be in the exact same format. The file can then be loaded into FundSuiteArc and all data will import correctly.

5) Ability to automatically accept/reject Holdings push-button data imports

Overview

This enhancement to the Holdings push-button data import functionality allows users to submit data files without previewing them and to request that FundSuiteArc automatically accept or reject the import. This feature enables users to submit import files and perform other tasks while the files are processed and accepted/rejected automatically.

What's New

Changes to the interface and associated functionality include the following items:

1. The PREVIEW tab label was changed to PROCESS.

2. Options were added to either preview data before import or to import data without preview.

3. The PREVIEW button label was changed to PROCESS.

    a. This button is used to initiate the processing of the import file.

4. Functionality was added to auto-accept/reject the import file.

The logic is dependent on whether the user opts to preview the data before the import or to import the data without a preview. If the user chooses to *Preview data before it imports*, the **Holdings Import** dialogue remains open, and the user manually clicks ACCEPT or REJECT to complete the process. If the user selects the *Import data without preview* option, the **Holdings Import** dialogue closes, and the import automatically accepts or rejects the file at process completion. To review import results, users may go to the load **Archive** page, identify the import and click the corresponding VIEW DETAILS link.

> ***Please Note:***
> Only one file can be imported and processed at a time.

> ***Example:***
> Preview data before import.
>
> 1. Obtain the import file.
>
> 2. Open the **Fund Holdings** page.
>
> 3. Open the **Holdings Import** pop-up dialogue by clicking the IMPORT DATA button at lower-right of the page.
>
> 4. Browse for and choose a data source file.
>
> 5. Set overwrite options, as required.
>
> 6. Click the PROCESS tab.
>
> 7. Select the *Preview data before it imports* option.
>
> 8. Click the PROCESS button.
>   Import details display in the grid.
>
> 9. Click the ACCEPT or REJECT button at lower-right of the dialogue.
>   Upon accepting import, the data is loaded.
>
> 10. Click the RELOAD button ⟳ at upper-right of the **Fund Holdings** page to display data.

11. The **Archive** page displays import-specific details.

Create Date	Load Type	Status	Status Change Date	View Details
6/4/2012 2:15:26 PM	Holdings	Accepted with Warnings/Errors	6/4/2012 2:16:16 PM	View Details

Example:

Import data without preview.

1. Obtain import file.

2. Open the **Fund Holdings** page.

3. Open the **Holdings Import** pop-up dialogue by clicking the IMPORT DATA button at lower-right.

4. Browse for and choose a data source file.

5. Set overwrite options, as required.

6. Click the PROCESS tab.

7. Select the *Import data without preview* option.

8. Click the PROCESS button.

    The **Holdings Import** dialogue closes.

    The data from the import file is placed in the processing queue and is automatically accepted/rejected

9. Once the file is automatically accepted, click the RELOAD button at upper-right of the **Fund Holdings** page to display data.

10. The **Archive** page displays import-specific details.

Create Date	Load Type	Status	Status Change Date	View Details
6/4/2012 2:15:26 PM	Holdings	Accepted with Warnings/Errors	6/4/2012 2:16:16 PM	View Details
6/4/2012 2:17:16 PM	Holdings	Rejected	6/4/2012 2:18:03 PM	View Details
6/4/2012 2:33:49 PM	Holdings	Accepted with Warnings/Errors	6/4/2012 2:34:12 PM	View Details

Additional Information

- This functionality is not provided for Class Information and Fund Information push-button data imports.

- Please contact the RRD Support team should you experience any unexpected behavior or import failures.

Process Changes

No changes to current processes are required.

6) Ability to turn footing logic on/off for portfolio statement template "Percent of Net Assets" field

Overview

In prior releases of FundSuiteArc, the PERCENT OF NET ASSETS field used the footing engine for custom output but not for XML output. This caused several discrepancies across output types. New functionality allows users to turn on/off the footing logic for the percent of net assets calculation on the portfolio statement template.

What's New

Users can now specify the footing behavior for the PERCENT OF NET ASSETS field assigned to the portfolio statement template on the CALCULATIONS tab of the **Portfolio Statement Templates** page. Users can "turn on" or "turn off" footing in output intended for posting on the Web. The Review Report and output for submission to the SEC continue to function as designed; it will round but not foot.

To use this functionality, determine if the PERCENT OF NET ASSETS field will calculate a total. If *No* is specified via the setting on the CALCULATIONS tab, the footing engine will not run for this field. If *Yes* is specified, the footing engine will run for this field.
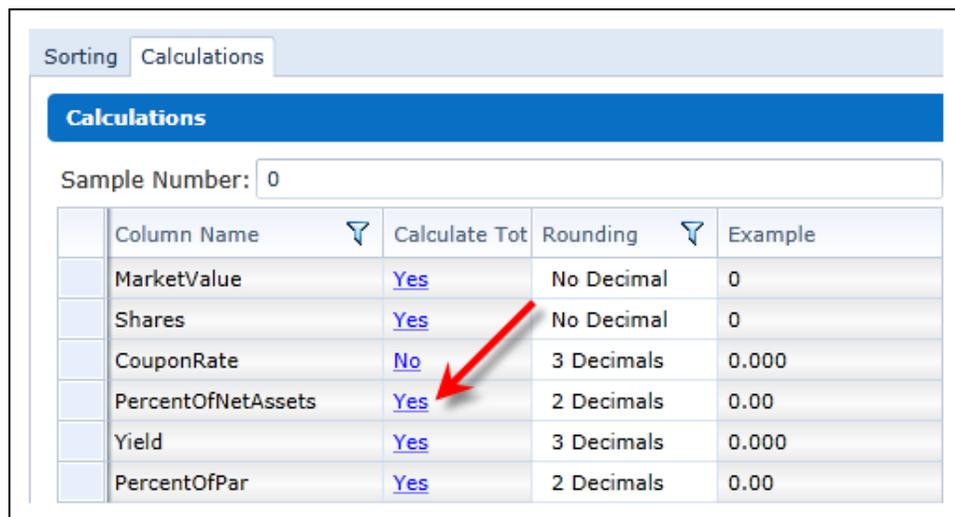
If the statement contains a total line for PERCENT OF NET ASSETS and the footing logic is not used, the Percent of Net Assets for category totals and Net Assets will display zero; the CALCULATE TOTAL setting must be set to *Yes* if the category total should be displayed. All other fields will display rounded, but not footed, values.

Process Changes

No changes to current processes are required.

Enhancements to ArcReporting

1) Additional row types for Financial Statement Template Output Settings

Overview

The output generated by FundSuiteArc provides format/style details for the document rendering service. These details are identified through the assignment of "Row Types" in various output settings. Specific default row types for working trial balance sections were added to the Financial Statement Template Output Settings interface. Previous versions of FundSuiteArc utilized only sub-heading and sub-total default row types. Now, each section header and their corresponding totals have individual default row types.

What's New

The working trial balance header and total row type have a one-to-one relationship, thereby making the assignment process much easier for users. These new types become the default when adding any workbook's trial balance section to a financial statement. The new row type names correspond directly to the section names on the trial balance. The new row types for each section are as follows:

Section	Row Type
Assets Heading	Assets Heading
Assets Total	Assets Total
Liabilities Heading	Liabilities Heading
Liabilities Total	Liabilities Total
Income Heading	Income Heading
Income Total	Income Total
Equity Heading	Equity Heading
Equity Total	Equity Total
Expenses Heading	Expenses Heading
Expenses Total	Expenses Total
Memo Credit Heading	Memo Credit Heading
Memo Credit Total	Memo Credit Total
Memo Debit Heading	Memo Debit Heading
Memo Debit Total	Memo Debit Total
Realized Gain/Loss Heading	Realized Gain/Loss Heading
Realized Gain/Loss Total	Realized Gain/Loss Total
Unrealized Gain/Loss Heading	Unrealized Gain/Loss Heading

Section	Row Type
Unrealized Gain/Loss Total	Unrealized Gain/Loss Total
Net Investment Income	Net Investment Income

Additional Information

- When adding working trial balance sections to a financial statement, FundSuiteArc automatically populates the corresponding default row type in the output settings.

- The assignment of row types is not required in order to produce output.

- The row types detailed here are also available on the **Tabular Data Template Output Settings** page.

- Changing the default row type assignment is as simple as clicking the link in the ROW TYPE column of the column mapping grid and choosing the appropriate row type from the list of selections.
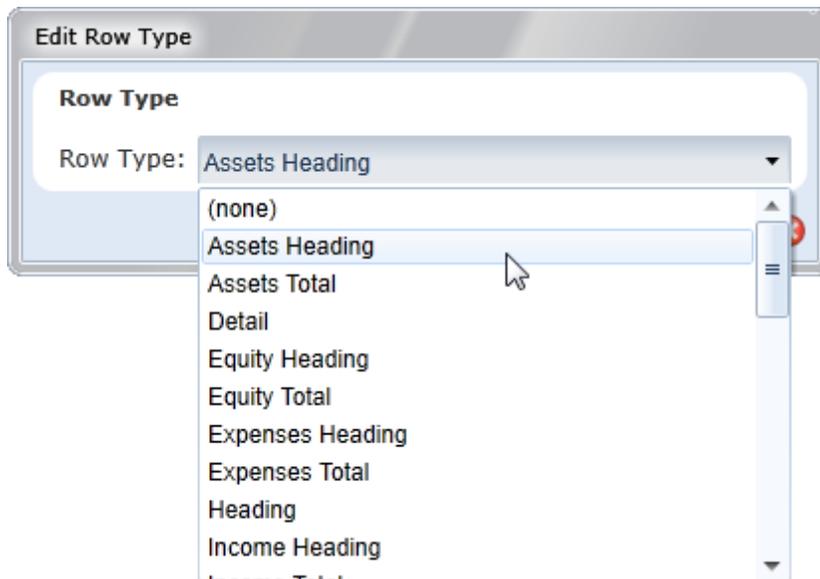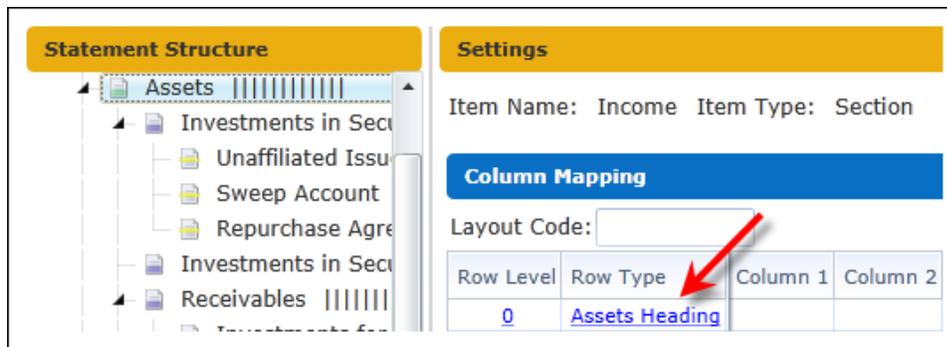
Please Note:
All working trial balance items added to a financial statement yield a default row type which is most likely the appropriate type required.

- All row types are supported in the XML output.

Process Changes

No changes to current processes are required.

2) Ability to populate bannerline data points in PDF output

Overview

FundSuiteArc now provides functionality to create a bannerline in PDF output. Bannerlines added to the printed report(s) run across the top of each page and contain details specific to the generated project.

> ***Please Note:***
> Style sheet setup requires RRD Output Management Team efforts.

What's New

Users now have the ability to request the incorporation of a bannerline on all PDF output. The default settings for PDF output include a bannerline; users may choose not to incorporate the bannerline, however. The data points included within the bannerline consist of the following items:

1. Complex name
2. Chapter name
    a. Provides the chapter name specified in the Document Structure Template.
    b. Displays *<Chapter Name>_<First Item Name on the Page>*.
3. FundSuiteArc product name (*e.g.*, *ArcReporting*)
4. User name (last name, first name)
5. PDF type
    a. *STD* = Clean PDF
    b. *CP* = Changed Pages
    c. *KLINE* = Strikethrough Blackline or Financial Blackline
    d. *CP-K* = Clean
6. Time report was published
    a. Draft version
    b. Date & time
7. Time comparison report was published
    a. Draft version
    b. Date & time
8. Graphics on page
    a. Provides a listing of the images on the page.
    b. Image name is based on the name provided in the image library.
9. Page number
    a. Page number is provided by the output engine.
    b. Page number does not represent the actual page number of the document.

Example:

Render PDF output (no changes to document)

Example:

Render Financial Blackline PDF output

Example:

Render Strikethrough Blackline PDF output

Example:

Render Clean Changed pages Blackline PDF output

Example:

Render Changed pages Financial Blackline PDF output

Process Changes

No changes to current processes are required.

3) Financial statement inception date column header functionality

Overview

Financial statements require a variety of different column headers that depict a specific year or period. In some situations, the period column header represents a partial period that is indicative of the inception year. Functionality was added to FundSuiteArc to allow users to create a column header for the inception year of a given fund/class.

What's New

A new field was added to the **Edit Column Header Captions** pop-up dialogue, entitled *Inception*.
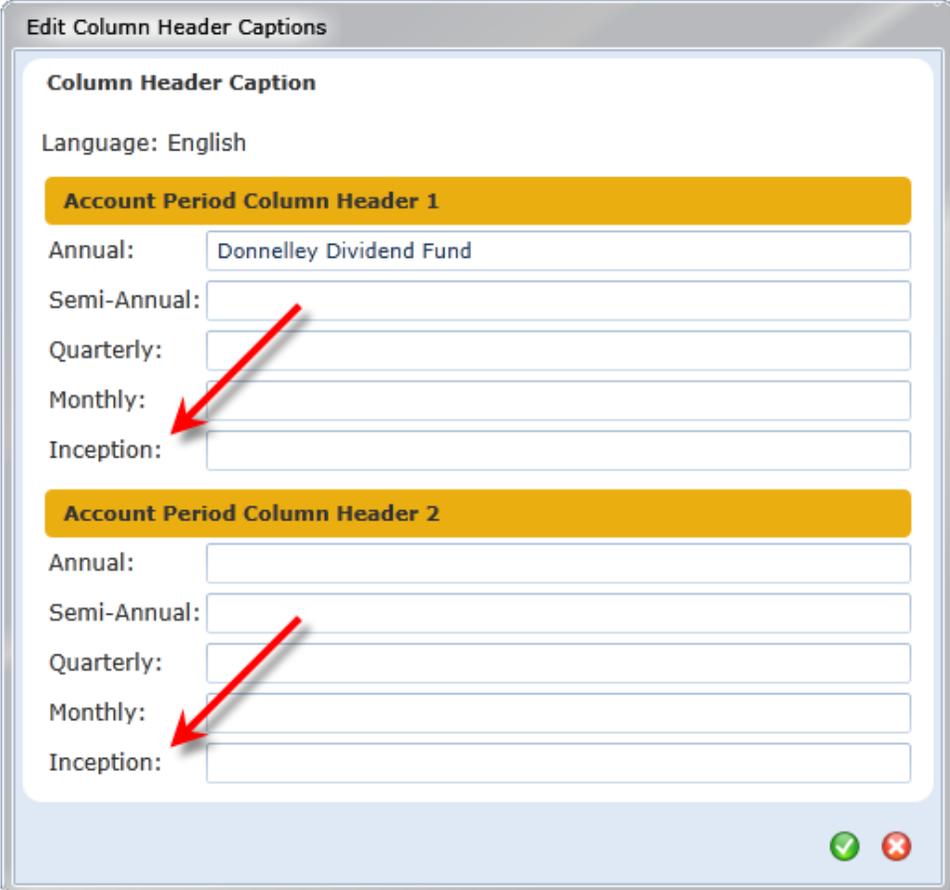
Users can provide column header text required for the inception period. Once the account period column header is mapped via the **Financial Statement Templates Output Settings** page, the text provided on this dialogue is used on the financial statement if the fund/class inception date (found on the **Funds** page in the PLATFORM ADMINISTRATION area) falls within the period of the project being displayed.

> *Example:*
>
> A project has the following characteristics:
>
> - Project contains (1) fund: Aggressive Growth Fund
>
> - FYE = March 31, 2012

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- *Aggressive Growth Fund* inception date = July 25, 2007

- User is creating the FINANCIAL HIGHLIGHTS column header

Aggressive Growth Fund				
March 2012	March 2011	March 2010	March 2009	For The Period Ended: March 2008

Steps to create are as follows:

1. Verify that the fund and associated class have an inception date populated and are marked as *Active* via the **Funds** page.

2. Verify that the financial statement template has a column header assigned and a caption is provided for the INCEPTION column header.

3. Ensure that the correct account periods required on the financial statement are assigned.

4. Verify that output settings for the financial statement template include mapping of the ACCOUNT PERIOD HEADER 1 and CURRENT ACCOUNT PERIOD data points, and a repeat group to display all account periods assigned to financial statement template.

		FundByPeriod		
Row Level	Row Type	Column 1	Column 2	Colur
0	Heading	<Fund Name>		
0	Heading	<Account Period Header 1><space><Current Account Period>		

Additional Information

- Repeat functionality is based on both the <u>fund inception date</u> and the <u>class inception date</u>.
    - The inception date of at least one class associated with the fund must be valid for the fund to repeat.
- Account periods only appear in the repeat group when the following criteria are met:
    - Account period is after the inception date of the fund.
    - The fund is on the financial statement.
    - The fund is set to *Active*.

Process Changes

No changes to current processes are required.

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4) Enhanced column header repeat functionality

Overview

The display of certain column headers in financial statements is dependent on the inception date of the fund/class. FundSuiteArc now includes functionality to prevent the repeat group from displaying a column header if the fund or class is not open during the account period referenced in the column header.

What's New

Some financial statements require the display of more than one column of data. The use of repeat groups allows users to specify statement template output settings one time to identify the repeat functionality. The repeat order options include *Fund by Period*, *Period by Fund*, *Fund by Class*, *Class by Fund*, *Class by Period* and *Period by Class* (please refer to v1.4.0 Release Notes for further information on Repeat Options).

Please Note:
All repeat functionality is contingent on both the fund inception date and the class inception date. This means that at least one class must have an inception date assigned for this functionality to work.

Each repeat group contains specific logic to determine whether the column header will repeat on a financial statement.

- **Fund by Period**

    - Repeat functionality is based on both the fund inception date and the class inception date.

        - The inception date of at least one class associated with the fund must be valid for the fund to repeat.

    - Account periods only appear in the repeat group when the following criteria are met:

        - Account period is after the inception date of the fund.

        - The fund is on the financial statement.

        - The fund is set to *Active*.

    - Preview of the statement via the **Project** page does not display if the criteria for the settings are not met.

        Example:
        - Project contains (2) funds: *Equity Fund* and *Growth Fund*

        - Account period = March 31, 2012

        - *Equity Fund* inception = May 31, 2005; *Growth Fund* inception = May 31, 2005

        - *Equity Fund* Class A inception = May 31, 2005; *Growth Fund* Class A inception = May 31, 2011

        - Both funds are set to *Active*.

        - ANNUAL column header text = *For the Year Ended:*

        - INCEPTION column header text = *For the Period Ended:*

        - Account periods added to statement:

Equity Fund			Growth Fund
March 31, 2012	March 31, 2011	March 31, 2010	March 31, 2012

            - *Current Account Period*

            - *Fiscal Year End 1st Prior*

            - *Fiscal Year End 2nd Prior*

- **Period by Fund**

  - Repeat functionality is based on the <u>fund inception date</u> and the <u>class inception date</u>.

    - The inception date of at least one class associated with the fund must be valid for the fund to repeat.

  - Account periods only appear in the repeat group when the following criteria are met:

    - The account period is after the inception date of the fund.

    - The associated fund is on the financial statement.

    - The fund is set to *Active*.

  - Preview of the statement via the **Project** page does not display if the criteria for the settings are not met.

    > ***Example:***
    > - Account period = March 31, 2012
    > - *Equity Fund* inception = May 31, 2005; *Growth Fund* inception = May 31, 2005
    > - *Equity Fund* Class A Inception = May 31, 2005; *Growth Fund* Class A inception = May 31, 2011
    > - Both funds are set to *Active*.
    > - ANNUAL column header text = *For the Year Ended:*
    > - INCEPTION column header text = *For the Period Ended:*
    > - Account periods added to statement:
    >
    > | March 31, 2012 | | March 31, 2011 | March 31, 2010 |
    > |---|---|---|---|
    > | **Equity Fund** | **Growth Fund** | **Equity Fund** | **Equity Fund** |
    >
    >   - *Current Account Period*
    >   - *Fiscal Year End 1st Prior*
    >   - *Fiscal Year End 2nd Prior*

- **Fund by Class**

  - Repeat functionality is based on both the <u>fund inception date</u> and the <u>class inception date</u>.

  - Classes only appear in the repeat group when the following criteria are met:

    - Associated base class is on the financial statement template.

    - Fund has a class assigned to the base class.

    - Class is set to *Active*.

    - Fund is set to *Active*.

    - Account period is after the inception date of the class.

  - Preview of the statement via the **Project** page does not display if the criteria for the settings are not met.

    > ***Example:***
    > - Account period = March 31, 2012
    > - *Equity Fund* inception = May 31, 2005; *Growth Fund* inception = May 31, 2005
    > - *Equity Fund* Class A Inception = May 31, 2005; *Growth Fund* Class A inception = May 31, 2011
    > - *Equity Fund* Class B inception = July 31, 2009; *Growth Fund* Class B inception = April 28, 2012

- Both funds are set to *Active*.

- ANNUAL column header text = *For the Year Ended:*

- INCEPTION column header text = *For the Period Ended:*

- Account periods added to statement:

Equity Fund		Growth Fund
Class A	Class B	Class A

- ○ *Current Account Period*

- ○ *Fiscal Year End 1st Prior*

- ○ *Fiscal Year End 2nd Prior*

- **Class by Fund**

  - ○ Repeat functionality is based on both the <u>fund inception date</u> and the <u>class inception date</u>.

  - ○ Classes only appear in the repeat group when the following criteria are met:

    - ■ Associated base class is on the financial statement template.

    - ■ Fund has a class assigned to the base class.

    - ■ Class is set to *Active*.

    - ■ Fund is set to *Active*.

    - ■ Account period is after the inception date of the class.

  - ○ Preview of the statement via the **Project** page does not display if the criteria for the settings are not met.

    Example:

    - Account period = March 31, 2012

    - *Equity Fund* inception = May 31, 2005; *Growth Fund* inception = May 31, 2005

    - *Equity Fund* Class A Inception = May 31, 2005; *Growth Fund* Class A inception = May 31, 2011

    - *Equity Fund* Class B inception = July 31, 2009; *Growth Fund* Class B inception = April 28, 2012

    - Both funds are set to *Active*.

    - ANNUAL column header text = *For the Year Ended:*

    - INCEPTION column header text = *For the Period Ended:*

    - Account periods added to statement:

Class A		Class B
Equity Fund	Growth Fund	Equity Fund

    - ○ *Current Account Period*

    - ○ *Fiscal Year End 1st Prior*

    - ○ *Fiscal Year End 2nd Prior*

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- **Class by Period**

  - Repeat functionality is based on both the <u>fund inception date</u> and the <u>class inception date</u>.

  - Classes only appear in the repeat group when the following criteria are met:

    - Associated base class is on the financial statement template.

    - Fund has a class assigned to the base class.

    - Class is set to *Active*.

    - Fund is set to *Active*.

    - Account period is after the inception date of the class.

    - Project contains only one fund.

  - Preview of the statement via the **Project** page does not display if the criteria for the settings are not met.

    Example:
    - Account period = March 31, 2012

    - *Equity Fund* inception = May 31, 2005

    - *Equity Fund* Class A inception = May 31, 2005

    - *Equity Fund* Class B inception = June 1, 2010

    - *Equity Fund* is set to *Active*.

    - Account periods added to statement:

Class A			Class B	
March 31, 2012	**March 31, 2011**	**March 31, 2010**	**March 31, 2012**	**March 31, 2011**

      - *Current Account Period*

      - *Fiscal Year End 1st Prior*

      - *Fiscal Year End 2nd Prior*

- **Period by Class**

  - Repeat functionality is based on both the <u>fund inception date</u> and the <u>class inception date</u>.

  - Classes only appear in the repeat group when the following criteria are met:

    - Associated base class is on the financial statement template.

    - Fund has a class assigned to the base class.

    - Class is set to *Active*.

    - Fund is set to *Active*.

    - Account period is after the inception date of the class.

    - Project contains only one fund.

  - Preview of the statement via the **Project** page does not display if the criteria for the settings are not met.

    Example:
    - Account period = March 31, 2012

    - *Equity Fund* inception = May 31, 2005

    - *Equity Fund* Class A Inception = May 31, 2005

- *Equity Fund* Class B inception = June 1, 2010

- *Equity Fund* is set to *Active*.

- Account periods added to statement:

March 31, 2012		March 31, 2011		March 31, 2010
Class A	Class B	Class A	Class B	Class A

  - *Current Account Period*

  - *Fiscal Year End 1st Prior*

  - *Fiscal Year End 2nd Prior*

Process Changes

No changes to current processes are required.

5) New data fields for fund holdings

Overview

Additional fields were added to the Holdings dataload/data import templates in this release. These fields were added to FundSuiteArc since they are pertinent to shareholder reports preparation.

What's New

1. The new data points/fields were incorporated on various pages within ArcReporting.

2. Overwrite option check boxes for the new fields were added to the Holdings automated FTP dataload and push-button import settings interfaces.

   a. The automated FTP dataload and push-button data import processes were modified to support all new data points/fields.

3. The Excel data source file (*i.e.*, template) for the Holdings push-button data import was revised to include the addition of the new data points/fields.

4. The Securities Audit Report includes tracking of the new data points/fields.

New data points/fields

- **Fund Holdings** page
  - New fields were added to the **Fund Holdings** page. These include color coding to reflect the type of field represented and the area of the application impacted when a change/revision is made. The table below identifies each new field, its type and the corresponding color on the **Fund Holdings** page.

New Holdings Field	Type	Color Code
144A	Security Library	Blue
Accrued Interest	Security Balance	No Shading
Class	Security Library	Blue
Collateral	Security Balance	No Shading
Commitments	Security Balance	No Shading
Contract Rate	Security Balance	No Shading
Counterparty	Security Balance	No Shading
Coupon Rate Type	Security Balance	No Shading
Currency Code Purchased	Security Balance	No Shading
Currency Code Sold	Security Balance	No Shading
Display on Condensed	Security Balance	No Shading
Exchange Rate	Security Balance	No Shading

New Holdings Field	Type	Color Code
Fair Value Level	Security Library	Blue
Fair Value Type	Security Library	Blue
Fair Valued	Security Library	Blue
Floating Interest	Security Balance	No Shading
In Default	Security Library	Blue
Market Value Ask	Security Balance	No Shading
Market Value Bid	Security Balance	No Shading
On Loan	Security Balance	No Shading
Pay Type	Security Balance	No Shading
Perpetual	Security Library	Blue
Purchase Amount Base	Security Balance	No Shading
Purchase Amount Local	Security Balance	No Shading
Receive Type	Security Balance	No Shading
Series	Security Library	Blue
Sold Amount Base	Security Balance	No Shading
Sold Amount Local	Security Balance	No Shading
Step-up Bond	Security Balance	No Shading
Strips	Security Library	Blue
Variable Rate	Security Library	Blue
When Issued	Security Balance	No Shading
Zero Coupon	Security Library	Blue

- ○ All fields are displayed alphabetically within the grid on the HOLDINGS tab.

- ○ For more detail regarding the description of each field and related properties, refer to the *Holdings Data Import File Structure* topic found in the online Help system.

- ● **Portfolio Statement Templates** page

  - ○ SORTING tab

    - ■ Users now have the ability to sort both categories and securities by certain of the newly-added fields. The following table provides a list of the new sort fields available.

- Categories can be sorted at every level except for the innermost level on the tree view, as the innermost level represents the sort level for securities.

New Category Sort Fields	New Security Sort Fields
Accrued Interest	Accrued Interest
Contract Rate	Contract Rate
Exchange Rate	Exchange Rate
N/A	Fair Level Value
N/A	Fair Level Type
Market Value Ask	Market Value Ask
Market Value Bid	Market Value Bid
Purchase Amount Base	Purchase Amount Base
Purchase Amount Local	Purchase Amount Local
Sold Amount Base	Sold Amount Base
Sold Amount Local	Sold Amount Local

- Adding these data points to the SORTING tab of the **Portfolio Statement Templates** page for a given template involves adding a sort and choosing the appropriate data point from the drop-down list.

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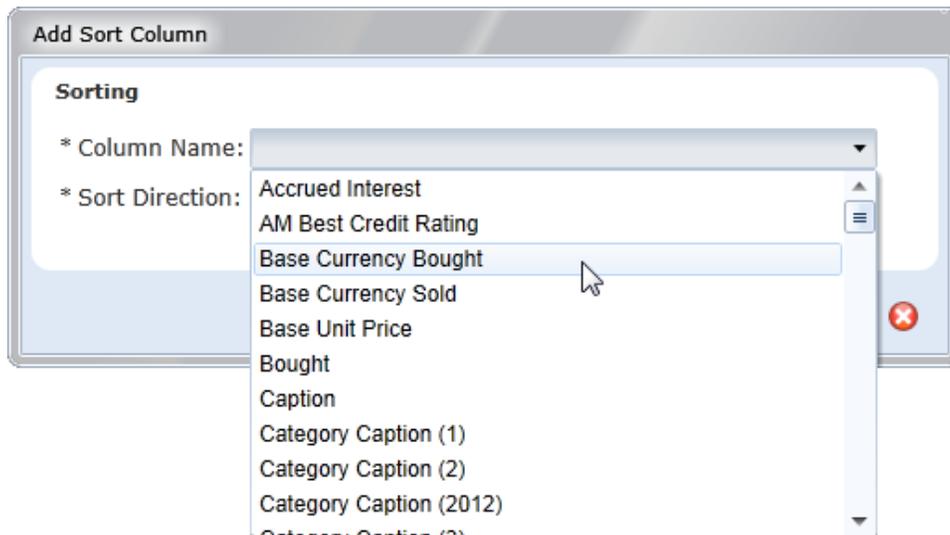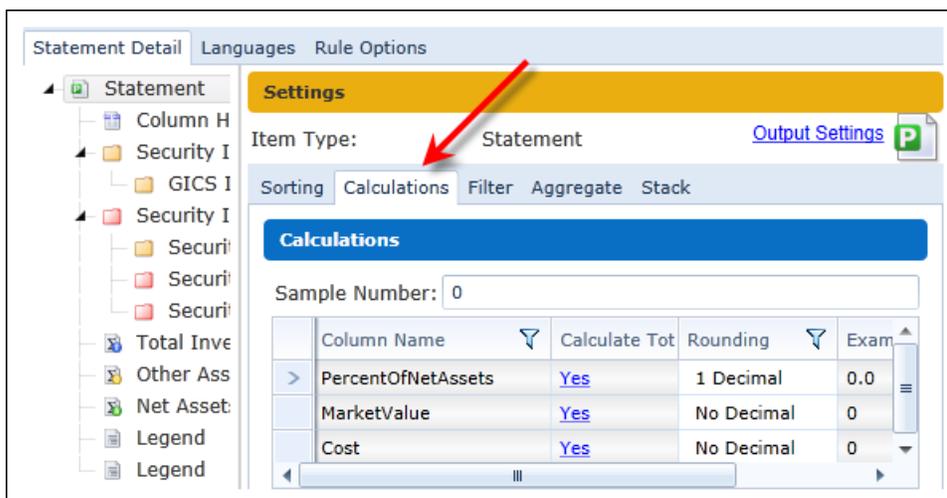
- CALCULATIONS tab

- Users can perform calculations specific to the new fields by way of settings on the CALCULATIONS tab of the **Portfolio Statement Templates** page. The table below identifies the new calculation fields available to users.

New Calculation Fields
Accrued Interest
Contract Rate
Exchange Rate
Market Value Ask
Market Value Bid
Purchase Amount Base
Purchase Amount Local
Sold Amount Base
Sold Amount Local

- Defining calculation using one of the new data points involves adding a calculation and choosing the appropriate data point from the drop-down list.
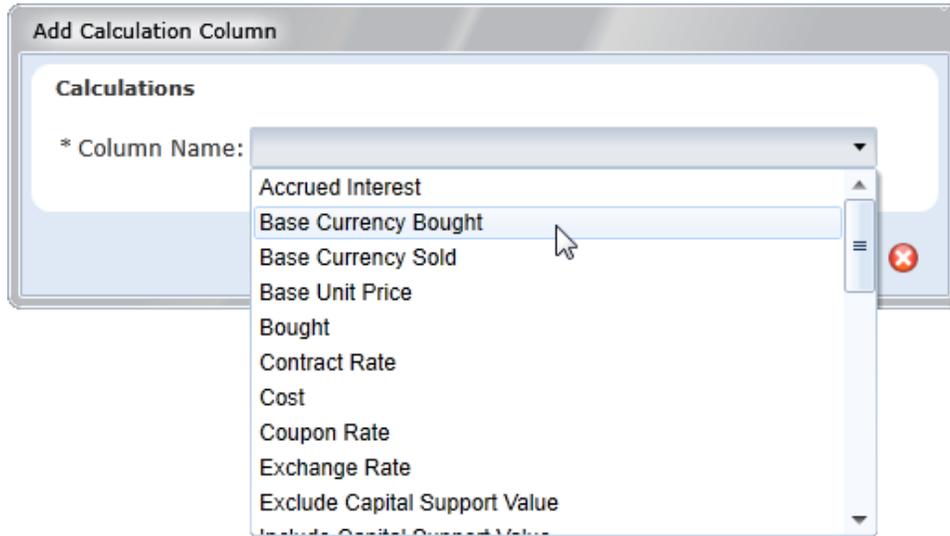
- ○ AGGREGATE tab

    - All new fields available on the SORTING tab are also available to users on the AGGREGATE tab.

    - All existing aggregation logic applies to the new fields (see v1.6.0 Release Notes for information specific to aggregation).

- ○ CONDENSED tab
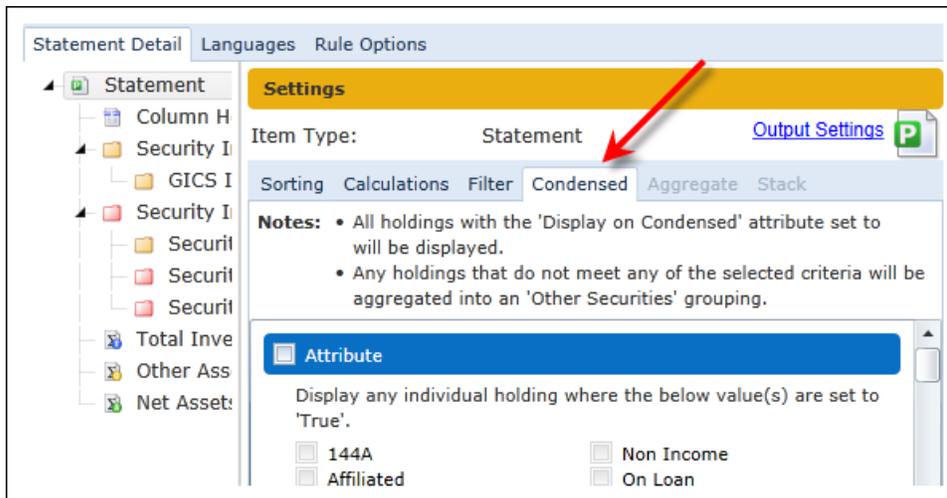
- Condensed portfolios provide users access to the CONDENSED tab, which facilitates the specification of breakout criteria for OTHER SECURITIES grouping (see v1.5.0 Release Notes for more information on Condensed Portfolio logic).

- New fields were added to the ATTRIBUTE section on the CONDENSED tab of the **Portfolio Statement Templates** page. Selecting the check box associated with a given field dictates that FundSuiteArc display any holding identified as having that attribute (*i.e.*, that field is set to *True* for the holding).

- **Portfolio Statement Template Output Settings** page
  - All new fields referenced in the "Fund Holdings page" section (above) are also available for mapping via the SECURITY pane of the DATA POINTS tab on the **Portfolio Statement Template Output Settings** page.

Holdings load options

- **Holdings Import** dialogue (push-button data import) / **Holdings Load Options** page (automated FTP dataload)
  - SECURITY CAPTIONS tab
    - Check boxes for the new security library-type fields were added to the load options for both push-button data imports and automated FTP dataloads. The newly-added fields are represented in the figure below.

- The behavior of the new check boxes is the same as existing check boxes. All check boxes on the tab are cleared when the **Holdings Import** dialogue is opened in order to perform a push-button data import. The check boxes are selected by default on the **Holdings Load Options** page for any newly-created complex, but they can be cleared or selected according to users' needs prior to the execution of an automated FTP dataload.

○ SECURITY BALANCE tab

- Check boxes for the new security balance-type fields were added to the load options for both push-button data imports and automated FTP dataloads. The newly-added fields are represented in the figure below.
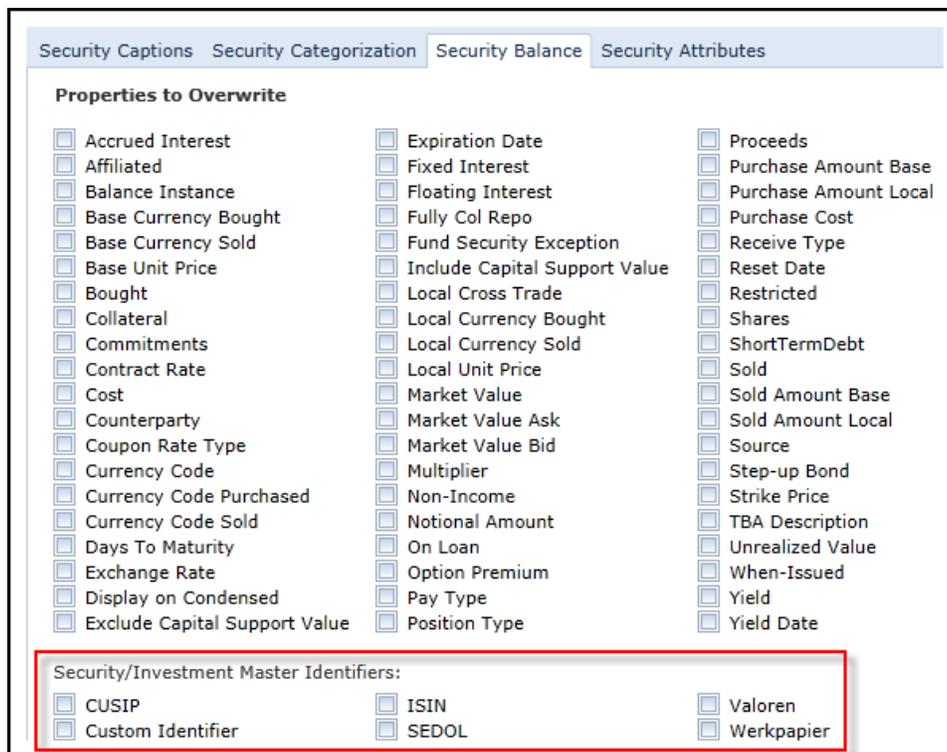
- Overwrite options for SECURITY/INVESTMENT MASTER IDENTIFIERS were added to the tab.

    - Users can overwrite the following fields:

        - CUSIP

        - Custom Identifier

        - ISIN

        - SEDOL

        - Valoren

        - Werkpapier

    - Existing behavior of fields on the tab applies to the newly-added fields.

        - By default all check boxes are cleared when the **Holdings Import** dialogue is opened in order to perform a push-button data import. The check boxes are selected by default on the **Holdings Load Options** page for any newly-created complex, but they can be cleared or selected according to users' needs prior to the execution of an automated FTP dataload.

        - SELECT ALL and CLEAR ALL links selects/clears all check boxes, respectively, when clicked.

        - For both automated FTP dataloads and push-button data imports, any fields that are absent from the data source file will effectively have their corresponding check box cleared, regardless of the check box's setting on the application user interface.

Excel data source file (*i.e.*, push-button data import template)

- All new data points/fields were added to the import data source file.

- Users can download a template from the **Fund Holdings** page and view the newly-added fields.

    ○ New fields are color coded accordingly.

        ■ **No Shading** - Security Balance

        ■ **Gray Shading** - Security Master, Issuer Master or system calculations

        ■ **Blue Shading** - Security Library

        ■ **Red Shading** - Issuer Library

        ■ **Amber Shading** - Category Library

    ○ Refer to the table in "Fund Holdings page" section (above), where each field is identified by color code.

Securities Audit Report page

- Any change/revision affecting the new fields can be viewed via the Securities Audit Report.

    ○ The Securities Audit Report can be accessed via the corresponding link under the **Audit Reports** menu section of the PLATFORM ADMINISTRATION area.

Process Changes

No changes to current processes are required.

6) Currency code enhancements

Overview

Prior to version 1.7.0, currency code information was stored at the Security/Investment Master level. Currency codes are now stored individually for each holding occurrence (*i.e.*, Account Period, Fund, Master Identifier, Balance Instance). The currency code information is now available via the **Fund Holdings** page.

What's New

The behavior and location of the currency code for specific securities was altered to benefit FundSuiteArc end users. Prior versions of the application allowed users to provide a currency code for each security in the fund holdings load. However, the currency code was not visible on the **Fund Holdings** page. Several enhancements to the currency code are included in this version of FundSuiteArc.

1. Currency code overwrite options are provided.

2. Currency code is now stored on the **Fund Holdings** page and not on the **Security/Investment Master** page, as in previous application versions.

3. Currency code mapping is provided via the **Portfolio Statement Template Output Settings** page.

Overwrite Options

- Both the automated FTP dataload and the push-button data import allow users to overwrite the currency code(s) for securities.

- Overwrite options for the CURRENCY CODE field are found on the SECURITY BALANCE tab of the **Holdings Import** dialogue (for push-button data import) and the **Holdings Load Options** page (for automated FTP dataload).

- Existing behavior on the SECURITY BALANCE tab applies to this field.

    - By default the check box is cleared when the **Holdings Import** dialogue is opened in order to perform a push-button data import. The check box is selected by default on the **Holdings Load Options** page for any newly-created complex, but they can be cleared or selected according to users' needs prior to the execution of an automated FTP dataload.

    - For both automated FTP dataloads and push-button data imports, if the field is absent from the data source file its corresponding check box will effectively be cleared, regardless of the check box's status on the application user interface.

Security/Investment Master page

- CURRENCY CODE is no longer stored on the **Security/Investment Master** page.

Fund Holdings page

- CURRENCY CODE was moved from the **Security/Investment Master** page to the **Fund Holdings** page.

    - CURRENCY CODE is displayed alphabetically, among other fields in the HOLDINGS grid.

    - The currency code is stored upon automated FTP dataload/push-button data import.

        - If no currency code is provided in the data source file, the value in displayed via the **Fund Holdings** page defaults to *<none>*.

    - Users can change the currency code via the grid on the **Fund Holdings** page.

        - Clicking the <NONE> link in the HOLDINGS grid causes the **Edit Currency** dialogue to appear, through which the appropriate currency may be chosen.
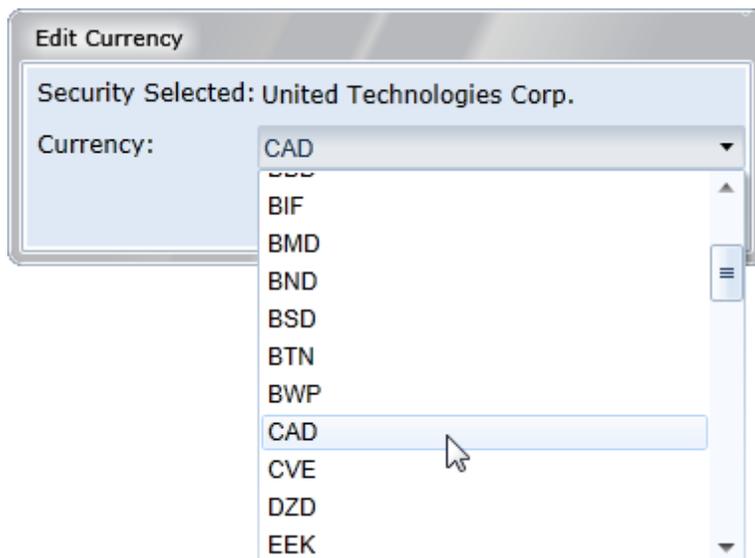
Portfolio Statement Template Output Settings page

- Users can map the currency code data point for any security via the **Portfolio Statement Template Output Settings** page.

- The CURRENCY CODE data point can be found in the SECURITY pane of the DATA POINTS tab.

Process Changes

No changes to current processes are required.

7) Ability to change financial statement row levels

Overview

Each row in a financial statement provides a default ROW LEVEL to the rendering service when output is generated from FundSuiteArc. The specified row level is an indicator of both the style and format that should be applied to the row. Users can now edit any row level assigned to a financial statement line item.

> **Please Note:**
> Changes to row levels may impact the style sheet which drives output; should a user need to change row levels, it is recommended that s/he contact an RR Donnelley representative prior to performing the modification.

What's New

A ROW LEVEL column was added to the column mapping grid of the **Financial Statement Template Output Settings** page. A value is specified for each row in the statement template tree view.

> **Example:**
> On a Statement of Assets and Liabilities, clicking on the *Assets* section of the tree view yields a default ROW LEVEL of *0* in the column mapping grid.
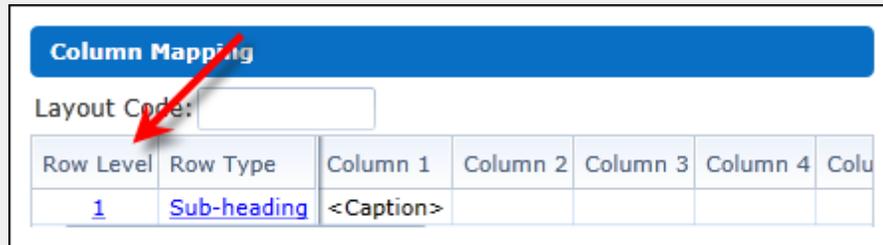
Every row of a financial statement template is assigned a default row level. The available row level options and associated default assignments are as follows:

Row Level Option	Default Row Level Assignment
Column Header	Row Level = 0
Footnote	Row Level = 0
Legend	Row Level = 0
Section	Row Level = 0
Section Total	Row Level = 0
Sub-Section	Row Level = 1
Sub-Section Total	Row Level = 1
Section Item	Row Level = 1
Sub-Section Item	Row Level = 2

If any of the row level options have a different format/style than other rows of the same type, users can edit the ROW LEVEL assignment. To change the level assignment of a given row, click the ROW LEVEL link in the grid and specify the appropriate value.

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Example:

On the Statement of Assets and Liabilities, the format/style of the *Total Assets* line and *Total Liabilities* line are different. The user wants to assign a row level other than the default value of *0*.

The user would follow the steps outlined below to allow for a distinct format/style for each line.

1. Click on *Total Liabilities* in the statement template tree view.

2. Locate the ROW LEVEL column in the column mapping grid.

3. Click the row level assignment link.

   The **Edit Row Level** pop-up dialogue appears.
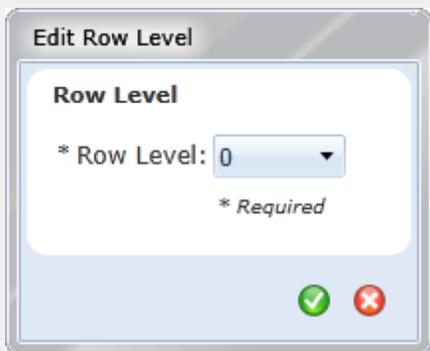
4. Click the drop-down list to choose a new row level assignment (from *0* to *10*).

5. Click the ACCEPT button ✓ at lower-right of the dialogue to save the new row assignment.

   Please Note:

   This new assignment impacts the style sheet and should be completed with the guidance of an RR Donnelley representative.

Additional Information

All changes to row levels in the output settings are reflected in the XML output generated for the project.

Process Changes

No changes to current processes are required.

8) Ability to automatically accept/reject General Ledger Transactions push-button data imports

Overview

This enhancement to the General Ledger Transactions push-button data import functionality allows users to submit data files without previewing them and to request that FundSuiteArc automatically accept or reject the import. This feature enables users to submit import files and perform other tasks while the files are processed and accepted/rejected automatically.

What's New

Changes to the interface and associated functionality include the following items:

1. The PREVIEW tab label was changed to PROCESS.

2. Options were added to either preview data before import or to import data without preview.

3. The PREVIEW button label was changed to PROCESS.

    a. This button is used to initiate the processing of the import file.

4. Functionality was added to auto-accept/reject the import file.

The logic is dependent on whether the user opts to preview the data before the import or to import the data without a preview. If the user chooses to *Preview data before it imports*, the **General Ledger Transactions Import** dialogue remains open, and the user manually clicks ACCEPT or REJECT to complete the process. If the user selects the *Import data without preview* option, the **General Ledger Transactions Import** dialogue closes, and the import automatically accepts or rejects the file at process completion. To review import results, users may go to the dataload **Archive** page, identify the import and click the corresponding VIEW DETAILS link.

Please Note:
Only one file can be imported and processed at a time.

Example:
Preview data before import.

1. Obtain the import file.

2. Open the **Financial Workbook** page.

3. Open the **General Ledger Transactions Import** pop-up dialogue by clicking the IMPORT DATA button at lower-right of the page.

4. Browse for and choose a data source file.

5. Click the PROCESS tab.

6. Select the *Preview data before it imports* option.

7. Click the PROCESS button.

    a. Import details display in the grid.

    b. Click the ACCEPT or REJECT button at lower-right of the dialogue.

8. Upon accepting import, the data is loaded.

    a. Click the RELOAD button at upper-right of the **Financial Workbook** page to display data.

        The **Archive** page displays import-specific details.

Example:

Import data without preview.

1. Obtain import file.

2. Open the **Financial Workbook** page.

3. Open the **General Ledger Transactions Import** pop-up dialogue by clicking the IMPORT DATA button at lower-right of the page.

4. Browse for and choose a data source file.

5. Click the PROCESS tab.

6. Select the *Import data without preview* option.

7. Click the PROCESS button.

   a. The **General Ledger Transactions Import** dialogue closes.

   b. The data from the import file is placed in the processing queue and is automatically accepted/rejected.

8. Once the file is automatically accepted, click the RELOAD button ↻ at upper-right of the **Financial Workbook** page to display data.

   The **Archive** page displays import-specific details.

Create Date	Load Type	Status	Status Change Date	View Details
6/5/2012 9:20:39 AM	GLTransaction	Accepted	6/5/2012 9:20:55 AM	View Details
6/5/2012 9:32:46 AM	GLTransaction	Accepted	6/5/2012 9:32:50 AM	View Details

Additional Information

Please contact the RRD Support team should you experience any unexpected behavior or import failures.

Process Changes

No changes to current processes are required.

9) Ability to repeat entire section on financial statement template

Overview

Certain financial statements are required to disclose financial data for each class of shares. The ability to create a statement section and have it repeat for each class eliminates unnecessary steps when preparing a financial statement structure. FundSuiteArc provides users the ability to create a section on a financial statement and have it repeat for each class held by the fund.

What's New

Financial statements within FundSuiteArc are comprised of trial balance items or calculation sheet items. Creating a financial statement requires users to make a decision regarding class behavior for both types of items found on a financial statement. This is accomplished by clicking on the specified item in the tree view, and then specifying the class behavior via the **Edit Item Details** dialogue. This dialogue was modified to include the setting needed to repeat a financial statement section by class.
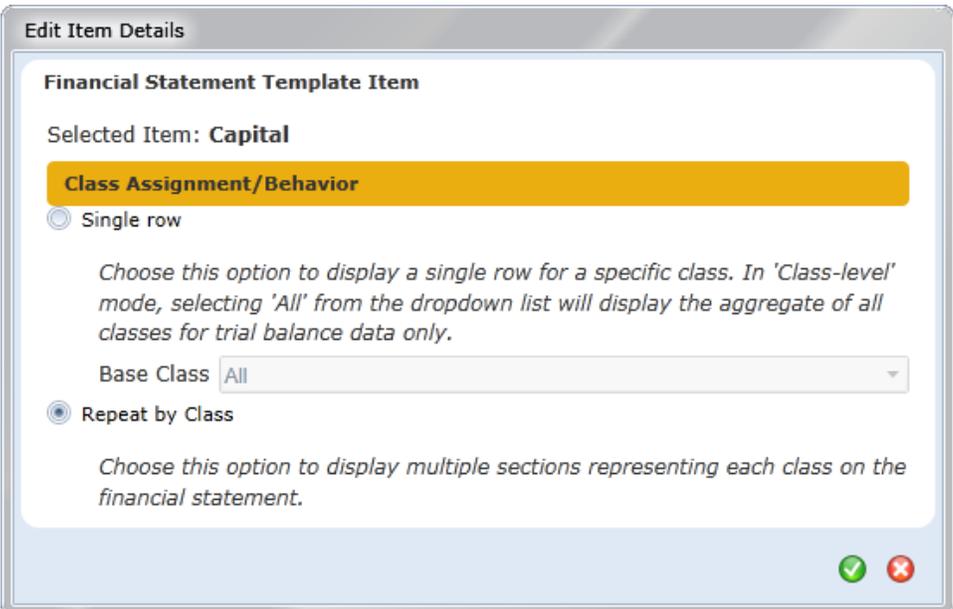
- Choosing this option eliminates the need to provide class settings to any item found within the section.

- Users are provided a message if they attempt to edit any items in a section that has the repeat functionality applied.

- Users can employ this functionality for a single fund or within a multi-fund spread.

- This functionality is dependent on specific settings on the **Funds** page and the **Financial Workbook Templates** page.

    ○ Single Fund Settings

        ■ Classes must be assigned to the template via the FINANCIAL STATEMENT TEMPLATES tab of the **Financial Workbook Templates** page.

            Please Note:
            The order of the classes on preview/output follows the order of the classes specified for the template.

        ■ The fund has a class assigned to the base class.

- The class is set to *Active*.

- The reporting account period is after the inception date of the class.

○ Spread Settings

- Classes must be assigned to the template via the FINANCIAL STATEMENT TEMPLATES tab of the **Financial Workbook Templates** page.

- Any fund in the spread must have a class assigned to the base class.

- The class is set to *Active* for one or more funds.

- The reporting account period is after the inception date of the class for one or more funds.

Example:

A user wants to create a "Capital Shares" statement using the repeat section functionality. There is one fund with 4 classes: *Advisor*, *Class A*, *Class B* and *Class C*.

- Reporting account period = May 31, 2012

- Fund settings:

  ○ Classes are assigned to the fund.
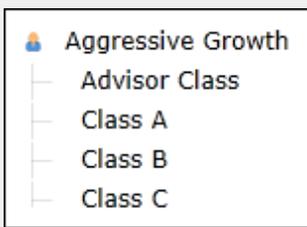
  ○ Classes have respective base classes assigned.

○ Classes are set to *Active*.

○ Reporting account period (May 31, 2012) is after inception date (June 1, 2010).

● Financial statement template setup:

○ "Capital Shares" statement is created from a calculation sheet.

○ CAPITAL section is set to repeat by class.

○ Class data points to display on preview/output are set via **Financial Statement Template Output Settings** page.

			FundByPe
Row Level	Row Type	Column 1	Column 2
0	Sub-heading	<Caption><space>-<space><Class Name>	

○ Preview/Output displays all classes with appropriate market values.

	Aggressive Growth	
	May 31, 2012	**May 31, 2011**
Capital - Advisor Class		
Subscriptions	76,535,502.00	39,307,240.00
Reinvestments	902,221.00	1,260,948.00
Redemptions	(19,020,635.00)	(17,792,196.00)
Net Increase/Decrease	58,417,088.00	22,775,992.00
Capital - Class A		
Subscriptions	766,721,973.00	412,485,420.00
Reinvestments	5,836,183.00	21,085,041.00
Redemptions	(334,314,664.00)	(350,506,901.00)
Net Increase/Decrease	438,243,492.00	83,063,560.00
Capital - Class B		
Subscriptions	3,034,209.00	4,704,284.00
Reinvestments	0.00	1,154,987.00
Redemptions	(40,586,509.00)	(37,049,201.00)
Net Increase/Decrease	(37,552,300.00)	(31,189,930.00)
Capital - Class C		
Subscriptions	156,435,253.00	77,359,913.00
Reinvestments	4.00	3,169,049.00
Redemptions	(83,432,586.00)	(100,086,445.00)
Net Increase/Decrease	73,002,671.00	(19,557,483.00)

Process Changes

No changes to current processes are required.

10) Auto-reclass of working trial balance journal entries

Overview

Trial balance accounts can contain negative balances that require a reclassification for purposes of display on a financial statement. The most common scenario occurs when the cash balance is negative and requires users to provide a journal entry to reclass the negative asset to a positive liability. FundSuiteArc now provides an automated feature to reclass negative balances.

What's New

The new auto-reclass journal entry functionality incorporates several new features within FundSuiteArc.

1. Users have the ability to identify specific trial balance items which will participate in the auto-reclass functionality.

2. Users can automatically reclass negative balances or review the negative balances prior to reclassing.

3. The **Financial Workbook** page provides a visual cue for accounts that contain a negative balance and are participating in the auto-reclass functionality.

4. Users can view the new balance after the auto-reclass operation on the **Financial Workbook** page.

5. All auto-reclass journal entries appear on the report generated via the **General Ledger Transactions** page.

The following questions should be considered when employing this new functionality.

1. Which accounts will participate in the auto-reclass?

   Using auto-reclass functionality involves specifying certain settings for the financial workbook template. Users must identify which items on the trial balance will participate in the auto-reclass and which account will receive the corresponding journal entry.

   > *Example:*
   >
   > A user has determined that the *Cash* account needs to participate in the auto-reclass functionality and identifies the corresponding liability account to be *Due to Custodian*. There are two accounts that make up *Cash*: *Cash* and *Foreign Cash*. The net cash balance = (1000.00), with *Cash* = (1500.00) and *Foreign Cash* = 500.00.
   >
   > To achieve the desired behavior, the user would carry out the following steps.
   >
   > 1. Open the trial balance (in the TRIAL BALANCE DEFINITIONS tab of the **Financial Workbook Templates** page).
   >
   > 2. Locate and select the *Cash* item in the trial balance definition tree view.
   >
   > 3. Click the EDIT button ✎ at lower-left of the tab.

4. Select the AUTO RECLASS ACCOUNT check box (cleared by default) on the dialogue that appears and provide the account to which the reclass will occur by clicking the EDIT SELECTION button 📝 on the dialogue.
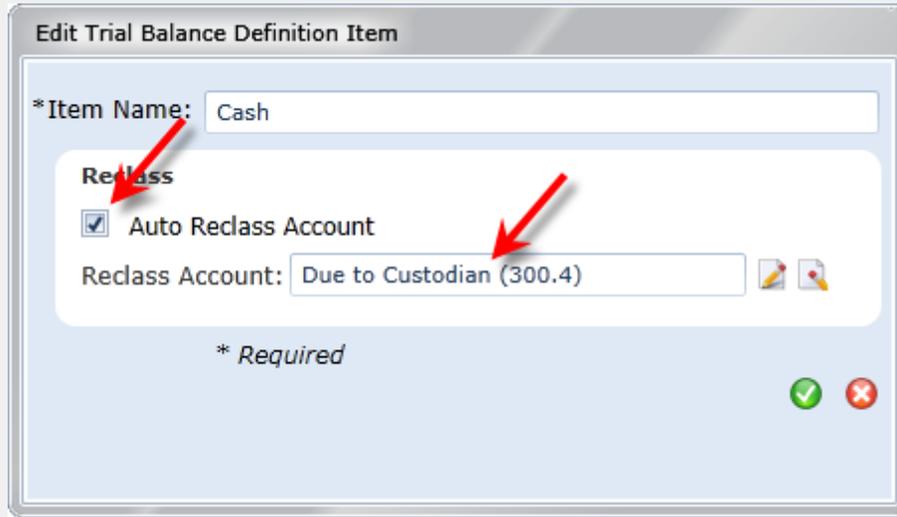
In this example, if *Cash* has a negative balance, it will be reclassed to the *Due to Custodian* liability account.

2. Will the auto-reclass occur the first time the financial workbook is calculated (*i.e.*, the first time the financial workbook is opened), or should users be permitted to review the negative balances before applying the auto-reclass functionality?

   a. To apply auto-reclass logic during the first calculation of the financial workbook, the AUTO RECLASS ITEMS DURING FIRST CALCULATION check box must be selected on the SETTINGS tab of the **Financial Workbook Templates** page (the check box is cleared by default).
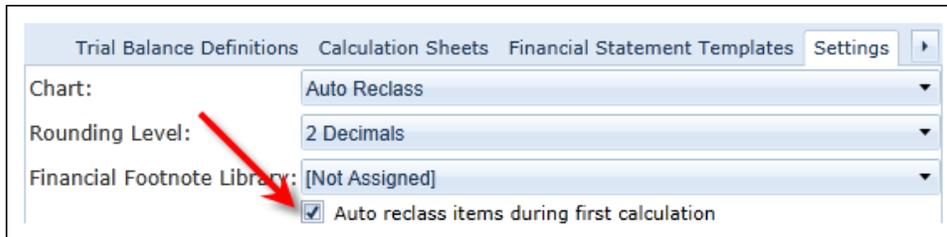
   i. The reclass results are seen automatically when the financial workbook is calculated.

b. To allow users to review the negative balances before applying the reclass logic, the following steps would be followed.

    i. Ensure that the AUTO RECLASS ITEMS DURING FIRST CALCULATION check box is <u>cleared</u> on the SETTINGS tab of the **Financial Workbook Templates** page (the check box is cleared by default).

    ii. After loading data and opening the **Financial Workbook** page, click the SHOW AUTO RECLASS ITEMS link at upper-right of the page.

The values of items participating in auto-reclass functionality are highlighted in orange.

    iii. After reviewing and approving negative balances, direct FundSuiteArc to carry out the auto-reclass operation by clicking the MAKE AUTO RECLASS JOURNAL ENTRIES link at upper-right of the page. Any item that has the auto-reclass functionality enabled and has a negative balance will participate in the auto-reclass operation.

        A. Before proceeding, FundSuiteArc presents a confirmation message to users, with the option to continue (or not) with the reclass operation.
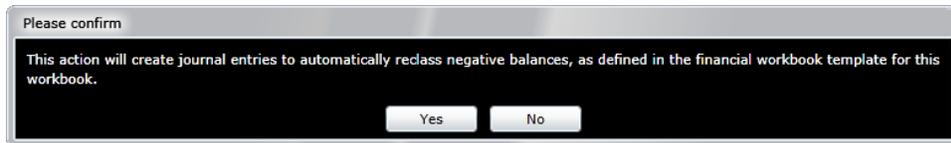
B. Clicking the YES button runs the auto-reclass logic and the trial balance displays correct balances for accounts impacted.

Please Note:

In this example, FundSuiteArc identified the negative *Cash* balance of (1500.00) and automatically applied the journal entry to remove the negative balance from *Cash*, and then reclassed to the *Due to Custodian* liability account (see the "Additional Information" section below for logic details).

Users may review the journal entries created by auto-reclass operations using the report generated via the **General Ledger Transactions** page. A user would follow the steps below to do so.

1. Click the VIEW GENERAL LEDGER TRANSACTIONS link at upper-right of the **Financial Workbook** page.

2. Provide appropriate search criteria, and then click the SEARCH button at upper-right of the **General Ledger Transactions** page.

   Reclass entries will appear in the results grid with a TRANSACTION SOURCE value of *Automated Reclass Entry*. This value displays whether the reclass operation was performed automatically (when the financial workbook was first calculated) or manually, via use of the MAKE AUTO RECLASS JOURNAL ENTRIES link.

Additional Information

- Auto-reclass logic details.

  ○ Each account in the trial balance item selected for reclass is debited/credited for the entire value to zero-out each account that makes up the item.

    Example:
    In the example above, the *Cash* item was comprised of a *Cash* account and a *Foreign Cash* account with (1500.00) and 500.00 balances, respectively. The *Cash* account was debited for 1500.00 and the *Foreign Cash* account was credited for 500.00.

  ○ The sum of zeroed-out accounts is applied as an adjustment to the account identified to receive the auto reclass.

    Example:
    The net adjustment to *Cash* is a debit of 1000.00; the corresponding credit of 1000.00 is applied to *Due to Custodian*.

  ○ Scenarios to consider:

    ▪ Auto-reclass of a fund-level item to a fund-level item.

      ● A single fund-level debit or credit is made to the reclass account.

      ● All adjustments display on the general ledger transaction report as one batch.

- Auto-reclass of a fund-level item to a class-level item.
    - A single class-level entry will be made to the "first" active class associated with the fund.
        - The "first" class is the first class in alphabetical order by CLASS NAME.
    - All adjustments will display on the general ledger transaction report as one batch.
- Auto-reclass of a class-level item to a class-level item.
    - One debit or credit is made for each class.
    - The reclass amount for each class directly corresponds to the original negative balance by class.
    - All adjustments display on the general ledger transaction report as one batch.
- Auto-reclass of a class-level item to a fund-level item.
    - The class information is aggregated and a single fund-level reclass debit or credit is made.
        - If the original class information contains debit and credit data that nets to a negative number, the auto reclass displays corresponding debits/credits.
        - All adjustments display on the general ledger transaction report as one batch.
    - The amount equals the sum of the original class-level balances.

Process Changes

No changes to current processes are required.

11) Financial workbook enhancements

Overview

A number of enhancements were made to allow users to more efficiently navigate the **Financial Workbook** page and use the functionality available thereon. In addition, features were added to facilitate the viewing of financial statement information and the assignment of footnotes to financial statement line items.

What's New

1. An *Add/Edit/Delete Footnotes* user right was added, which is available for assignment to any given role via the **Roles** page in the PLATFORM ADMINISTRATION area. The right is a child of the *Open Financial Workbook* right. One or more of a user's assigned roles must include this right to enable them to add/edit/delete financial statement footnotes.

2. The *Footnote Libraries - General Ledger* item in the **Libraries** menu section of the ADMINISTRATION tab was enabled for use.

3. A FINANCIAL FOOTNOTE LIBRARY drop-down list was added to the SETTINGS tab of the **Financial Workbook Templates** page, through which users may assign a footnote library for use by statements associated with the template.

4. A read-only FINANCIAL FOOTNOTE LIBRARY field was added to the **Fund Report Settings** page. The field displays the library associated with a given fund, according to the assignment made via the SETTINGS tab of the **Financial Workbook Templates** page.

5. A series of tabs was added to the **Financial Workbook** page. The respective tabs provide the following functionality:

   a. CALCULATION SHEETS tab

      i. Provides a drop-down list of all calculation sheets defined in the financial workbook.

         A. Previous versions of FundSuiteArc displayed a separate tab for each calculation sheet.

         B. Calculation sheets are listed alphabetically in the drop-down list.

   b. FINANCIALS tab

      i. Allows users to preview financial statements for a specific fund.

         > **Please Note:**
         > If the selected fund is part of a multi-fund spread, FundSuiteArc displays all funds.

      ii. Provides separate drop-down lists for the PROJECT, LANGUAGE and STATEMENT a user wishes to view.

         A. PROJECT drop-down list

            1. Selections include any projects associated with the currently-selected account period and complex in the fund selection bar.

         B. LANGUAGE drop-down list

            1. Availability of the drop-down list is dependent on the multi-language behavior defined on the SETTINGS tab of the **Project Templates** page.

        a.   If multi-language behavior is set to *One Output Containing Multiple Languages*, then the LANGUAGE drop-down list does not appear on the tab.

        b.   If multi-language behavior is set to *Separate Outputs for Each Language*, then the LANGUAGE drop-down list appears on the tab, with language selections listed in alphabetical order.

    C.   STATEMENT drop-down list

        1.   Selections include only those statements defined for the workbook's template via the FINANCIAL STATEMENT TEMPLATES tab of the **Financial Workbook Template** page.

  iii.   Once a user chooses a statement to view, FundSuiteArc displays statement data that pertains to the currently-selected fund in the fund selection bar.

  iv.   An indication as to whether the selected statement is linked or unlinked is displayed at lower-left of the tab (mirroring the option specified for the statement via the **Project** page).

  v.   The statement can be exported in Excel (XLS) format by clicking the EXPORT FINANCIAL PREVIEW button 🗄 at lower-right of the tab.

c.   FOOTNOTES tab

  i.   Allows users to assign footnotes to the line items of a financial statement for a specified class.

  ii.   FINANCIAL STATEMENT drop-down list

    A.   Selections include all statement templates defined on the FINANCIAL STATEMENT TEMPLATES tab for the financial workbook template with which the current workbook is associated.

  iii.   BASE CLASS drop-down list

    A.   Allows users to assign footnotes at a class level.

  iv.   Financial statement grid

    A.   Displays a listing of financial statement line items and associated values.

        1.   Values include horizontal totals, if defined in the financial workbook template.

    B.   CAPTION FOOTNOTE(S) and VALUE FOOTNOTE(S) columns display the footnote(s) assigned to any given line item name/caption or value.

v. AVAILABLE FOOTNOTES section

    A. Displays the name of the footnote library the fund is using.

        1. The footnote library in use is defined on the SETTINGS tab of the **Financial Workbook Templates** page.

Trial Balance Definitions	Calculation Sheets	Financial Statement Templates	Settings	Hori ▶
Chart:	Donnelley Equity Charts of Accounts			▼
Rounding Level:	No Decimal			▼
Financial Footnote Library:	Financial Footnotes			▼
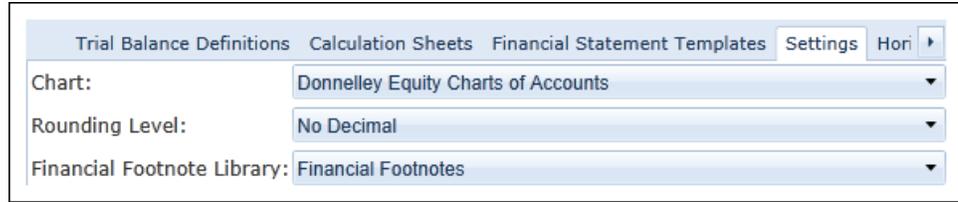
    B. The footnotes available for assignment to statement line items are those that exist in the specified footnote library in association with the currently-selected account period in the fund selection bar.

vi. Assigning a footnote

    A. Users can assign a financial footnote to the name/caption, value and horizontal total (if horizontal totaling functionality is activated).

    B. To assign a financial footnote, click and hold the desired footnote with the left mouse button, drag it to the statement grid at left of the tab and then drop it onto the appropriate line item in the grid.

vii. Editing footnote assignments

    A. After adding any given footnote to the grid, users can click the link in the grid that represents it to invoke the **Assigned Footnotes** pop-up dialogue.

Assigned Footnotes

Line Item Name: Accumulated Net Realized Gain/Loss

	Fund(s)	Display Codes	Footnote Name	Applies To	Account Per	Bass Class(es)
>	Donnelley Di	†	In Kind Transac	Caption	01/31/2011	Fund-Level (None/A
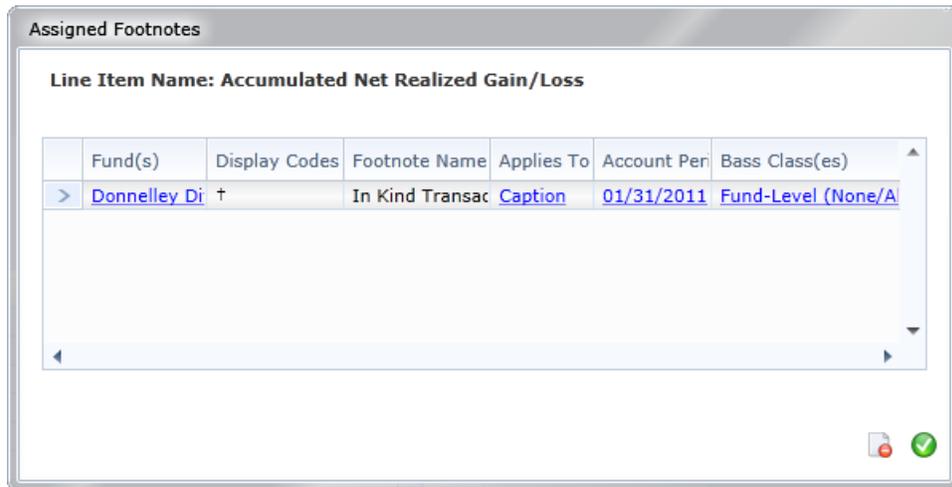
    B. Users can remove footnotes by selecting the appropriate footnote within the grid, and then clicking the DELETE button 🔒 at lower-right of the dialogue.

    C. Users can edit the field (*i.e.*, CAPTION, VALUE or HORIZONTAL TOTAL) to which the footnote applies and also edit which fund(s), account period(s) and class(es) receive the footnote.

        1. FUND(S) column

            a. Users can change the fund(s) to which the footnote applies by clicking on the link in the grid to invoke the **Select Fund(s)** pop-up dialogue.

i. *All Funds* option

    A. This option assigns the footnote to all funds.

    B. This option assigns the footnote to any fund that may be created in the future.

ii. *Multiple Funds* option

    A. This option allows users to assign the footnote to one or more specific funds via corresponding check boxes displayed in the grid.

2. APPLIES TO column

    a. The field value that appears in the grid when the dialogue is opened corresponds directly to the field to which the footnote was applied via drag-and-drop in the FOOTNOTES tab.

    b. Users can change the field to which the footnote applies by clicking on the link in the grid to toggle through *Caption*, *Value* and *Horizontal Total* selections.

       i. The field value chosen is reflected in the financial statement grid after the SAVE button at lower-right of the **Financial Workbook** page is clicked.

3. ACCOUNT PERIOD(S) column

    a. Users can change the account period(s) to which the footnote applies by clicking on the link in the grid to invoke the **Select Account Period(s)** pop-up dialogue. The footnote may be assigned to any of the following account periods.

       i. The current account period (displayed as an actual date in the grid)

       ii. *Annual Report*

          A. The footnote is attached to every annual report period for the fund(s) defined in the workbook.

       iii. *Semi-Annual Report*

          A. The footnote is attached to every semi-annual report period for the fund(s) defined in the workbook.

       iv. *Quarterly*

          A. The footnote is attached to the 1st and 3rd quarter for the fund(s) defined in the workbook.

       v. *Monthly*

          A. The footnote is attached to all 12-month-end account periods.

       vi. Any other available account period defined via the **Fund Report Settings** page.

4. BASE CLASS(ES) column

    a. Users can assign footnotes at the fund level or class level and change the setting by clicking on the link in the grid to invoke the **Select Base Class(es)** pop-up dialogue.

       i. *All Base Classes* option

          A. This option assigns the footnote to all classes.

          B. This option assigns the footnote to any class that may be created in the future.

ii. *Multiple Base Classes* option

    A. This option allows users to assign the footnote to one or more specific classes or to select the *Fund-Level (None/All)* option.

Example:

A user has completed the creation of the Statement of Operations and must add a footnote to the MARKET VALUE field for *Realized Gains*. The user would follow the steps below to accomplish this.

1. Create a footnote library and one or more footnotes (if not already existing).

    a. Select the *Footnote Libraries - General Ledger* item under the **Libraries** menu section of the ADMINISTRATION tab.

    b. Click the ADD NEW RECORD button 🔘 at lower-right of the page which opens.

        i. Assign a complex.

        ii. Provide a name for the new library.

        iii. Save.

    c. Click the ADD NEW ITEM TO GRID button 🔘 to add a footnote to the library.

        i. Provide a footnote name.

        ii. Provide a display code.

        iii. Select the *Use this symbol* option and provide a sort order (if more than one footnote exists in the library).

            Please Note:
            Auto-symbol functionality is <u>not</u> available in FundSuiteArc version 1.7.0.

        iv. Save.

2. Assign the footnote library to the financial workbook template.

    a. Select the *Financial Workbook Templates* item under the **Structure Templates** menu section of the ADMINISTRATION tab.

    b. Open the appropriate financial workbook template.

    c. Click the SETTINGS tab.

        i. Use the FINANCIAL FOOTNOTE LIBRARY drop-down list to assign the footnote library.
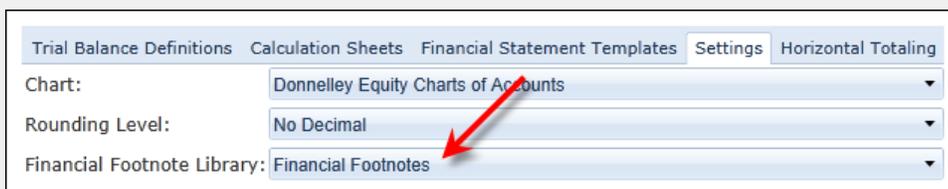
3. Verify the financial footnote library assignment via the **Fund Report Settings** page.

    a. Select the *Fund Report Settings* item under the **Settings** menu section of the ADMINISTRATION tab.

    b. Select the appropriate fund in the tree view at left of the page.

c. Verify the assignment in the FUND SETTINGS section at right of the page.

4. Assign the footnote to the MARKET VALUE field of the financial statement line item.

   a. Select the *Financial Workbook* item under the **General Ledger** menu section of the REPORTING WORKSPACE tab.

   b. Verify that the appropriate account period, complex, fund group and fund are specified in the fund selection bar at the top of the browser.

   c. Click the FOOTNOTES tab.

   d. Choose *Statement of Operations* from the FINANCIAL STATEMENT drop-down list.

   e. Choose the appropriate footnote from the AVAILABLE FOOTNOTES grid and drag/drop to the VALUE cell of the *Net Realized Gain/Loss on Investments* statement line item.

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5. Verify that the assigned footnote appears on the line item in the Statement of Operations when previewed via the **Project** page.

> ***Please Note:***
> Footnote data points <u>must</u> be mapped to a column via the **Financial Statement Template Output Settings** page before they will appear in statement preview or output.

Additional Information

- Functionality to apply a financial footnote to a column header is not available in version 1.7.0 of FundSuiteArc.

- Functionality to automatically determine footnote symbols for financial footnotes is not available in version 1.7.0 of FundSuiteArc.

- Financial footnotes can be assigned to all sections, sub-sections, items, and calculation sheet items in a financial statement.

- Before navigating to other tabs on the **Financial Workbook** page, users must save any changes that are made with respect to footnote assignments.

- The text specified for footnotes in any given library may be the same for all languages defined for that library or the text may be language-specific, depending on settings chosen by users.

- The footnote symbol and footnote text cannot coexist in the same cell for project preview and output.

Process Changes

No changes to current processes are required.

12) Horizontal totaling - Phase 2 of 2

Overview

The second phase of the horizontal totaling functionality was completed for ArcReporting. Horizontal totaling functionality sums the values of financial statement line items for one or more funds and reports the aggregate value in a specified currency. These values can be shown for the current account period and up to four prior periods. The values are converted to the target currency from any other currency the fund(s) may use.

Phase 2 functionality includes the ability to choose an exchange rate corresponding to other than the period end (average or beginning of period), the ability to display the exchange rates in text snippets and tables, and the ability to reuse calculated totals to ensure that numbers are consistent across statements.

What's New

1. Users can specify a HORIZONTAL TOTAL EXCHANGE RATE TYPE for converting currency on trial balance and calculation sheet items.

    a. There are three types from which to choose.

        i. *Closed* - This is the default selection. This option uses the exchange rate of the current account period to perform the currency conversion.

        ii. *Open* - This option uses the exchange rate of the prior fiscal year-end account period to perform the currency conversion.

        iii. *Average* - This option uses the average exchange rate of the all the exchange rates in ArcReporting for the entire period.

        > ***Example:***
        > The month-end exchange rate is loaded for the entire year. ArcReporting adds all 12 exchange rates and divides by 12 to create the average.

        > ***Example:***
        > The exchange rate is loaded daily for the entire year. ArcReporting adds all 365 exchange rates and divides by 365 to create the average.

    b. Trial balance items

        i. The horizontal total exchange rate type setting is specified via the **Add/Edit Trial Balance Definition Item** pop-up dialogue.
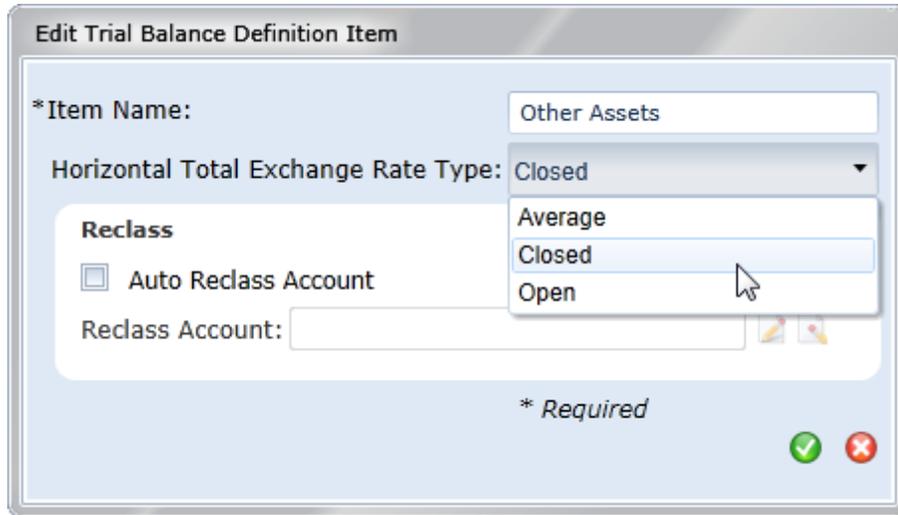
Please Note:

This option only appears if the ENABLE HORIZONTAL TOTALING FOR WORKBOOK check box has been selected on the HORIZONTAL TOTALING tab of the **Financial Workbook Templates** page.

c. Calculation sheet items

i. The horizontal total exchange rate type setting is specified via the **Add/Edit Calculation Sheet Item** pop-up dialogue.
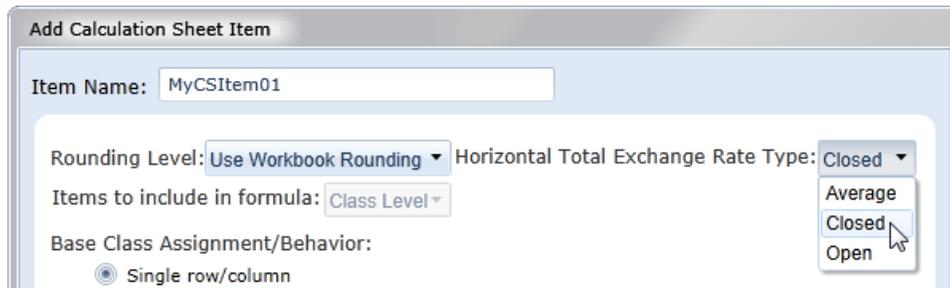
Please Note:

This option only appears if the ENABLE HORIZONTAL TOTALING FOR WORKBOOK check box has been selected on the HORIZONTAL TOTALING tab of the **Financial Workbook Templates** page.

2. Users can display exchange rates dynamically within text snippets or in tables.

a. **Text Libraries** page - A new EXCHANGE RATE data point type was made available for insertion in text snippets. Follow the steps below to insert an exchange rate into text.

i. Select the desired text snippet from the SNIPPETS tab in the text library.

ii. Click the left mouse button once within the text editor at the location where the exchange rate is to be placed.

iii. Click the DATA POINT button at the top of the text editor.

The **Insert Data Point** pop-up dialogue appears.
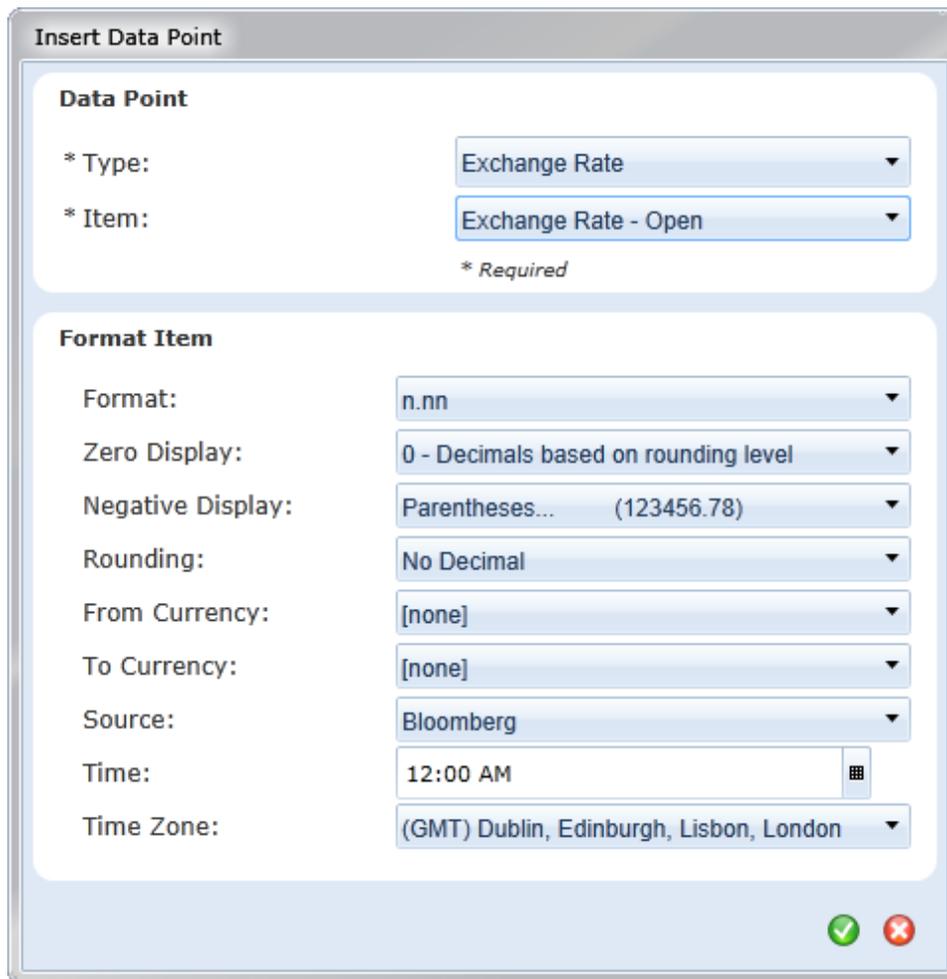
A. Specify *Exchange Rate* for the TYPE drop-down list.

B. Choose the OPEN, CLOSED or AVERAGE data point via the ITEM drop-down list.

C. Specify the desired formatting options for the exchange rate display.

D. Indicate the currencies from and to which the value will be converted, as well as the source, time and time zone of the exchange rate.

b. **Tabular Data Template Output Settings** page - A new EXCHANGE RATE pane was added to the DATA POINTS tab to allow for insertion in tables. Follow the steps below to insert an exchange rate into a table.

    i. Select the desired tabular data template from the LISTING grid.

    ii. Click the DATA POINTS tab.
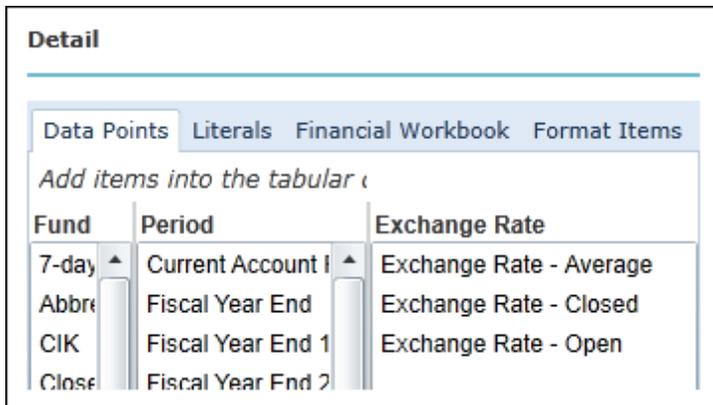
        A. Drag and drop the EXCHANGE RATE - AVERAGE, EXCHANGE RATE - CLOSED or EXCHANGE RATE - OPEN data point into the desired cell(s) of the mapping grid.

    iii. Select the data point in the mapping grid, and then click the FORMAT ITEMS tab.
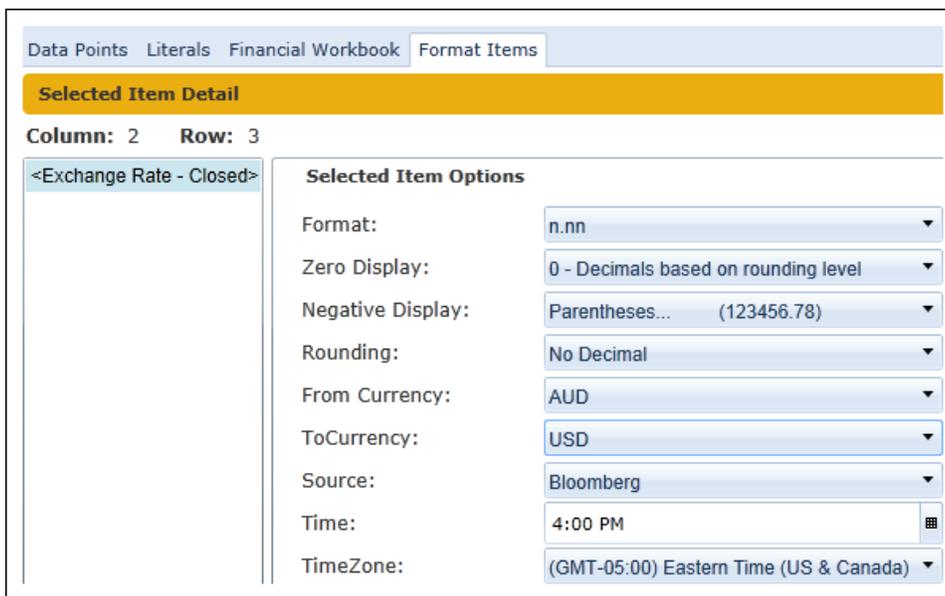
        A. Specify the desired formatting options for the exchange rate display via the FORMAT ITEMS tab.

        B. Indicate the currencies from and to which the value will be converted, as well as the source, time and time zone of the exchange rate.

3. Enhancements to horizontal total calculation

    a. Version 1.7.0 of FundSuiteArc enhances the way horizontal totals are calculated so that custom sub-section and section totals (*e.g.*, for *Assets*, *Liabilities*, *Income*, etc.) vertically add the calculated and rounded horizontal totals of the underlying items.

        i. Version 1.6.0 of FundSuiteArc calculated all values horizontally, and therefore, totals did not necessarily foot to the underlying values.

b. Version 1.7.0 of FundSuiteArc is able to use previously-calculated section and sub-section horizontal totals when using/displaying those values on another statement.

> ***Example:***
> The *Net Investment Income* horizontal total value calculated and footed on the Statement of Operations is reused when placed on the Statement of Changes, ensuring that the value displayed is consistent. These values will also be used when calculating the total change from operations on the Statement of Changes, ensuring that the values foot.

> ***Please Note:***
> This functionality works as long as the section and sub-section totals are the only values in a calculation sheet formula. Any calculation sheet items containing more than one value in the formula will recalculate the horizontal total independently of any other items.

Process Changes

No changes to current processes are required.

13) Period data points for tabular data

Overview

The PERIOD pane on the DATA POINTS tab of the **Tabular Data Template Output Settings** page was updated to include additional data points for use in ArcReporting tables. Previous versions of FundSuiteArc provided users the ability to map only the CURRENT ACCOUNT PERIOD or the FISCAL YEAR END data points. The additional data points included provide consistency with other output settings found throughout the application.

What's New

The complete list of available period data points, and the value returned by each, is as follows:

Data Point	ArcFiling	ArcReporting
Current Account Period	Returns the account period of the project	Returns the account period of the project
Fiscal Year End	Returns the fiscal year-end date which is greater than or equal to the account period	Returns the fiscal year end date which is greater than or equal to the account period
Fiscal Year End 1st prior	Returns <Fiscal Year End 1st prior - undefined>	Returns (1st) prior current fiscal year end date
Fiscal Year End 2nd prior	Returns <Fiscal Year End 2nd prior - undefined>	Returns (2nd) prior current fiscal year end date
Fiscal Year End 3rd prior	Returns <Fiscal Year End 3rd prior - undefined>	Returns (3rd) prior current fiscal year end date
Fiscal Year End 4th prior	Returns <Fiscal Year End 4th prior - undefined>	Returns (4th) prior current fiscal year end date
Fiscal Year End 5th prior	Returns <Fiscal Year End 5th prior - undefined>	Returns (5th) prior current fiscal year end date
Fiscal Year Semi End	Returns <Fiscal Year Semi End - undefined>	Returns current fiscal year semi end date
Fiscal Year Semi End 1st prior	Returns <Fiscal Year Semi End 1st prior - undefined>	Returns (1st) prior current fiscal year semi end date
Fiscal Year Semi End 2nd prior	Returns <Fiscal Year Semi End 2nd prior - undefined	Returns (2nd) prior current fiscal year semi end date
Fiscal Year Semi End 3rd prior	Returns <Fiscal Year Semi End 3rd prior - undefined>	Returns (3rd) prior current fiscal year semi end date
Fiscal Year Semi End 4th prior	Returns <Fiscal Year Semi End 4th prior - undefined>	Returns (4th) prior current fiscal year semi end date
Fiscal Year Semi End 5th prior	Returns <Fiscal Year Semi End 5th prior - undefined>	Returns (5th) prior current fiscal year semi end date

Data Point	ArcFiling	ArcReporting
Fiscal Year Begin	Returns <Fiscal Year Begin - undefined>	Returns current fiscal year beginning date
Fiscal Year Begin 1st prior	Returns <Fiscal Year Begin 1st prior - undefined>	Returns (1st) prior fiscal year beginning date
Fiscal Year Begin 2nd prior	Returns <Fiscal Year Begin 2nd prior - undefined>	Returns (2nd) prior fiscal year beginning date
Fiscal Year Begin 3rd prior	Returns <Fiscal Year Begin 3rd prior - undefined>	Returns (3rd) prior fiscal year beginning date
Fiscal Year Begin 4th prior	Returns <Fiscal Year Begin 4th prior - undefined>	Returns (4th) prior fiscal year beginning date
Fiscal Year-Begin 5th prior	Returns <Fiscal Year Begin 5th prior - undefined>	Returns (5th) prior fiscal year beginning date
Fiscal Year Q1 End	Returns <Fiscal Year Q1 End - undefined>	Returns current fiscal year Q1 date
Fiscal Year Q3 End	Returns <Fiscal Year Q3 End - undefined>	Returns current fiscal year Q3 date

Additional Information

- ArcFiling supports only the CURRENT ACCOUNT PERIOD and FISCAL YEAR END data points.

- All period dates can be displayed in a variety of date formats.

Process Changes

No changes to current processes are required.

Closed Defects

Product	Module / Location	Description
ArcReporting	Financial Workbook	Fixed defect to ensure correct display of account balances as negative/positive and sum beginning balance +- debits/credits to equal ending balance.
ArcReporting	Project	Generate XML with empty tables.
ArcReporting	Project	Support multiple languages in statement preview and output.
ArcFiling/ArcReporting	Text Libraries	Changed paragraph style labeled *Notes* to *NotesText*.
ArcFiling/ArcReporting	Project Templates	Resolved performance issues when opening the CONTENTS tab on the **Project Templates** page.
ArcFiling/ArcReporting	Portfolio Statement Templates	Resolved defect where removal of category exception(s) corrupted portfolio statement template.