FundSuiteArc | ArcReporting

FundSuiteArc Version 2.1.0 Release Notes

ArcReporting 2.1.0

Revised: 5/14/2015

RR DONNELLEY

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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 do these changes affect the organization?

Enhancements Requiring Immediate User Action

1. Users can now load financial data multiple times for the same fund and account period. In these cases the financial workbook mapping is the same, but the financial balance information (*e.g.*, trial balance, fund balance, class balance, etc.) is different. Users will need to add balance types to the Balance Types library and adjust data imports as necessary to begin using this functionality. When loading data, users must ensure that they use the updated data load files, which now have an additional column added to them. For details on this item, see the ***Ability to load and manage financial workbook data by balance type*** section on page 108 of this document.

Enhancements Requiring User Decisions

No changes in this product release require any decisions to be made by users.

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Known Issues Common to Multiple Products

The following section lists issues known to exist in this product release that are common across multiple FundSuiteArc products.

1. "Custom Literal" spaces do not display in project preview for portfolio statement templates

Overview

In version 2.1.0 of ArcReporting, *Custom Literal* spaces keyed directly into the **Portfolio Statement Template Output Settings** page are being suppressed in the preview pane of the **Project** page. This will impact any portfolio statement templates that utilize this particular setup. However, it will not impact those templates that use the *<space>* literal data point available via the **Portfolio Statement Template Output Settings** page.

The impact of this issue is limited to the project preview, and does not impact project exports or output; *Custom Literal* spaces appear as expected in both project exports and output.

The suppression of *Custom Literal* spaces will be corrected in the FundSuiteArc 2.2.0 product release, scheduled for April 2015. There is no impact to output and therefore no correction is needed, however if users wish to see spacing in the project preview prior to the 2.2.0 product release, they can replace instances of *Custom Literal* spaces with a *<space>* literal data point via the **Portfolio Statement Template Output Settings** page.

Process Changes

For output purposes no process change is needed, however when reviewing portfolio statements in the preview pane of the **Project** page, users need to be aware of this defect or change the output settings as described above.

Release Notes Summary

The following section offers a summary of features included in this product release. More detailed information about each item can be seen in the respective Enhancements section of this document.

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1. Enhancements Common to Multiple Products

1. **Support for Internet Explorer 11**

   FundSuiteArc now supports the use of Internet Explorer 9, 10 and 11 web browsers on the Windows 7 operating system, and the use of Internet Explorer 10 and 11 on the Windows 8 operating system.

2. **Ability to add "Commitments" and "Multiplier" fields to portfolio statement template calculations**

   Commitments and *Multiplier* were added to the list of available fields to include on the *Calculations* tab of the **Portfolio Statement Templates** page.

3. **Larger values accommodated in all numeric fund holdings fields**

   The length of many numeric fund holdings fields were increased to accommodate larger values.

4. **Ability to refresh data on selected ArcFiling and ArcReporting pages**

   Users can now refresh the contents of a number of selected pages in ArcReporting (*e.g.*, **Fund Holdings**, **Portfolio Statement Template Output Settings**, **Project**, etc.). This enhancement eliminates the need to close and reopen a given page following user interactions that affect the data displayed on the page, such as data imports.

5. **Ability to create multi-manager fund relationship structures**

   Users now have the ability to create multi-manager fund relationship structures within FundSuiteArc. Users can load a data set at the manager fund level, then build the parent-child relationship through an advanced fund relationship interface. Newly-added functionality also allows users to see all underlying holdings data for each child fund when viewing the parent fund, and to consolidate the final output via a new *Consolidated* option in the portfolio statement template.

6. **Holdings Data Extract output file enhancements**

   Columns in the Holdings Data Extract output file were enhanced to facilitate the display of all category types assigned to a given fund via the **Fund Report Settings** page, as well as the associated category code for each. If more than one category type is assigned to a fund, the types and codes will now appear as comma-delimited lists within the respective cells of the output file. The content and structure of the Holdings Data Extract output file was also updated so that it may now be used as the source file for a Holdings data import via the *Holdings* tab of the **Fund Holdings** page.

7. **Ability to lock a project or its components**

FundSuiteArc now allows users with appropriate rights to "lock" an entire project, specific chapters, sections or individual project components. Once a project component is locked, it will be disconnected from the associated project template, and any subsequent edits to underlying data or the template will not be reflected in the project. An audit report was also created to track locking/unlocking of project components.

8. **Access control over text and image library content/settings**

Managers of FundSuiteArc users can now associate a specific production team with a given text or image library. The production team association of a library restricts users not assigned to the specified team from viewing/editing the content and settings for that library.

9. **"Security Caption" field increased to 1,024 characters**

Users may now specify a *Security Caption* value of up to 1,024 characters in length for any given security, either directly via the user interface, or by means of a Holdings FTP dataload or Excel data import. Previous to this enhancement, FundSuiteArc database settings only allowed for the storage of a caption that was at most 256 characters in length.

10. **Conditional display options for security data points**

Several options were added to the *Format Items* tab of the **Portfolio Statement Template Output Settings** page that allow for the conditional display of data points mapped to any security-type statement items (*i.e.*, *Security*, *Security Single*, *Stack Level Security Single*, *Aggregated Securities* or *Other Securities*). These *Conditional Display* options were added to assist in the control of common output template logic, such as the need to display the currency symbol for the first security that displays on a page, or to suppress a security's currency code if it is the same as the previous security, etc.

11. **Ability to push library changes across account periods**

Users can now push changes made within footnote, text, issuer and category libraries to selected reporting periods within a given complex.

12. **Formatting of numerical values in Excel extracts**

Numerical values contained in various reports/extracts from ArcReporting (*e.g.*, Financial Workbook Export, Project Excel Export, Portfolio Preview Export, etc.) are now exported to Excel in cells using the *General* cell formatting option, rather than *Text*. All data grids throughout the FundSuiteArc platform that feature the standard *Data export* button also provide this functionality. With this update, users now have the ability to utilize standard numerical-data functionality in Excel without needing to reformat values.

13. **Improved ability to view large numbers of records in data load archive**

   Pagination and navigation controls were added to the *Details* and *Errors/Warnings/Info* tabs of the **Archive Details** page to facilitate the viewing of large numbers of records pertaining to dataloads/data imports.

14. **Column spanning functionality in portfolio statement template output settings**

   Existing cell spanning functionality for tabular data template output settings was adapted for use with portfolio statement templates, allowing users to merge cells across columns via the **Portfolio Statement Template Output Settings** page.

2.   Enhancements to ArcReporting

1. **Automatic refresh of financial workbook data following calculations**

    The **Financial Workbook** page was enhanced to cause values on the *Financials* and *Calculation Sheets* tabs to refresh automatically following a manual journal entry and subsequent click of the *Calculate workbook* button.

2. **Additional "Value" data point mapping options for financial statement templates, when horizontal totaling is enabled**

    Users can now map *Value 2* through *Value 10* to statement line items via the *Data Points* tab of the **Financial Statement Template Output Settings** page, when the *Enable horizontal totaling for workbook* check box option is selected for a given statement template.

3. **Advanced project template suppression logic**

    Functionality was added to the **Project Templates** page in ArcReporting that allows users to suppress specific financial statements, portfolio statements, tabular data tables, text snippets or charts by means of one or more *Advanced Suppression* formulas they define.

4. **Advanced caption logic for account periods**

    ArcReporting was enhanced to allow users to define advanced caption logic for a specific account period associated with a financial statement template via the **Financial Workbook Templates** page. In previous versions of FundSuiteArc, users could only display a specific caption for inception periods less than one year; in version 2.1.0, users can choose an account period for which to display a specific caption for an inception period greater than one year. In addition, users can now select an existing text snippet to serve as the caption for a financial statement column header.

5. **Ability to map class- and fund-level data points to the same calculation sheet item formula**

    Users can now map both class- and fund-level data points to the same calculation sheet item formula, when the new *Financial Workbook* option is specified as the calculation sheet item's type.

6. **Ability to copy an entire calculation sheet**

    Users can now export, copy and import existing calculation sheets.

7. **Ability to map multiple value columns to a calculation sheet**

Users can now map multiple value columns independently for a given line item in a calculation sheet. The multiple column values can then be mapped to a financial statement template and displayed in the statement preview and output.

8. **Ability to perform reasonability checks**

ArcReporting was enhanced to allow users to set up checks for reasonableness around data. Once a check is set up, the system provides a *pass* or *fail* indication, based on the check's defined criteria. A new *Mark Reasonability Checks as Reviewed* user right was also added to allow users with the right to flag a given check as having been reviewed.

9. **Financial Statement Mapping Audit Report**

The ability to export a Financial Statement Mapping Audit Report in Excel format was added to the **Financial Workbook** page. The report offers information pertaining to where each line item is mapped and (if applicable) the child(ren) of each item, down to 5 levels.

10. **Ability to reclass fund-, class- or currency-level general ledger accounts following dataload**

Functionality was added that allows users to override fund-, class- or currency-level general ledger accounts after data for the accounts has been loaded into FundSuiteArc. Users can clear out the ending general ledger balances and reclass them from fund-level to class-/currency-level, or from class-/currency-level to fund-level.

11. **Ability to load and manage financial workbook data by balance type**

Users can now load financial data multiple times for the same fund and account period. In these cases the financial workbook mapping is the same, but the financial balance information (*e.g.*, trial balance, fund balance, class balance, etc.) is different. A user can view and adjust different sets of data on the **Financial Workbook** page and create projects for each set. This functionality complements the existing ability to load fund holdings data multiple times for the same fund and account period, which was introduced in the version 1.9.0 product release.

12. **Ability to reference additional fields when mapping a formula-type item to a "Portfolio Statement Definition" calculation sheet item**

Users may now choose from additional fields when mapping a portfolio statement template item of type *Formula* to a *Portfolio Statement Definition* calculation sheet item. Previously, *Market Value* was the only available field value to return.

13. **Enhanced auto-reclassification functionality**

Users can now reclassify trial balance items on a class and currency basis, as well as on a trial balance item level (which was the standard prior to the version 2.1.0 product release).

14. **Display category captions based on categories held**

New options were added with respect to portfolio statement template "exception" categories that allow greater flexibility in the display of the exceptions' respective captions. In conjunction with the use of the *Combine and rename exception categories* option, users now have an option to *Display Category Caption based on categories held*. This feature allows users to specify the display in project preview/output of only the excepted categories that contain values for the given fund and account period, in a combined caption. Users can designate the character(s) that will separate multiple category records, an associated *Total* category caption, as well as whether or not to use a category's standard caption when it is the only one among the list of excepted categories to contain holdings.

15. **Enhanced tabular data table formatting options within projects**

Additional formatting options are now available to users when editing an unlinked tabular data component via the **Project** page. Users can import, edit, and format rows and columns within the table. A new text editor is also available, which allows users to format specific pieces of text within a given table cell.

16. **Ability to manage rounding at the fund or financial statement level**

Users can now set the rounding type for numeric values at the fund level via the **Fund Report Settings** page. Fund-level rounding can be a specified "static" type (*e.g.*, *No Decimal*, *2 Decimals*, *000's*, etc.), or can be determined and set by a user-defined conditional formula. If values in tabular data, portfolio statements or financial statements are set to *Use Fund-Level Rounding* the appropriate rounding logic will be applied, as specified on the **Fund Report Settings** page. Users can also set a rounding type at the financial statement template level, which allows for different rounding on associated calculation sheets and financial statements.

17. **Display of a project's account period type on the Project page**

The account period type of a given project (*e.g.*, *Annual*, *Semi-Annual*, etc.) now displays on the **Project** page, both within parentheses in the *Project* drop-down list, as well as on the *Components* tab when the project tree view node is selected. The account period type displayed is determined by the frequency election made for the associated project template on the *Reporting* tab of the **Project Templates** page.

18. **Ability to view financial statement template mapped item detail for selected column**

Users can now view the details (*i.e.*, name, type and origin) of items or sections/sub-sections that are mapped to *Column 2* through *Column 10* of a multi-column financial statement template on the **Edit Item Details** pop-up dialogue.

19. **Footnote content roll-forward logic enhancements**

In previous versions of ArcReporting, the text for both general ledger and holdings footnotes rolled forward to a new account period only when a corresponding instance of the project(s) containing those footnotes was created. This logic did not account for footnotes that might be added at some point after project creation, whose content would then need to be pushed manually to the new account period. Enhanced footnote roll-forward logic now causes footnote library content to be checked during statement/project preview and output, so that if the current account period doesn't include any content for a given footnote, corresponding content from the most recent prior period is automatically rolled forward.

20. **Improved class data point display functionality**

Users will now be able to include class data points in financial statement repeat groups and have valid values returned for each fund. Prior to this update, only values for a share class data point were returned if the first fund in the repeat group had the class attached to it. All data points for share classes that were not attached to the first fund displayed as *< - undefined->*.

21. **Enhanced attributes functionality and usage report**

Users can now apply attributes at a complex, fund group or fund level. Prior to this enhancement, users could only apply attributes at the fund level. A new "Attribute Usage Report" was also provided, that shows which of all attributes defined in the library are being used, the assignment of each and at what level they have been applied. The usage report is accessed via a corresponding menu item under the *Reports* section on the *Reporting Workspace* tab.

22. **Portfolio statement column header suppression**

Functionality was added that allows users to control the suppression of a portfolio statement column header's text in output on a cell-by-cell basis.

23. **Additional flexibility/control over text stylization in output**

Users can now define "custom tags" for use within the content of FundSuiteArc text editors, which allow for greater flexibility in manipulating output stylization. A new Custom Tags library allows users with appropriate rights to manage the available custom tags.

24. **Ability to define "continued" category and column header text**

Users can now define and maintain both *Column Header* and *Continuation Category Header* mappings for each item of type *Category Header* and *Category Header* on the **Portfolio Statement Template Output Settings** page, allowing for greater flexibility in the displayed text and output style for each category/group. Users can also define/maintain *Column Header* mappings for items of type *Total Investments*, *Net Assets* or *Other Assets*.

25. **Ability to assign output styles on a cell level**

A *Cell Style* setting was added to the output format settings of tabular data, financial statement and portfolio statement templates. Users can now use this setting to assign styles on a cell level, allowing for greater flexibility in project output stylization. The new *Cell Style* functionality replaces *Row Style* settings that were previously used.

26. **Shared statement legends for abbreviations and currencies**

Users now have the ability to define shared statement legend templates in order to produce a single legend in project output that includes records from multiple portfolio statements. This functionality is now available for both abbreviation and currency legends; previous versions of ArcReporting allowed for shared statement footnote legends for portfolio and financial statements.

27. **Custom symbol patterns for use in statement footnote legends**

A new Custom Footnote Pattern library was added to ArcReporting, in which users can create and maintain any number of auto-symbol patterns (*e.g.*, *, **, *** or ^, ^^, ^^^, etc.) for use when setting up a portfolio or financial statement template footnote legend.

28. **Ability to include fund data points in "Conditional Value" data point formulas**

Users can now leverage fund data points (*e.g.*, *Fund Name*, *Fund Code*, *Inception Date*, etc.) when defining the *If* component of formulas for data points of type *Conditional Value*.

29. **Combined column header text within portfolio statements**

Functionality was added to portfolio statement templates that allows users to specify the display of a combination of header text at the top of a portfolio page, when the header text of the underlying securities changes in the middle of a page or column. For example, if *Shares* and *Principal Amount* would normally create two separate headers on the page, they can be combined into a single header of *Shares or Principal Amount*.

30. **Enhanced control over intermingled portfolio statement legends**

    Users now have more flexibility regarding the display of footnote, abbreviation and/or currency records within a single portfolio statement legend through use of new *Intermingled Legend Settings* controls on the *Legend* tab of the **Portfolio Statement Templates** and **Shared Legend Templates** pages. Users can specify that legend records be intermingled together and sorted either alphabetically or by occurrence in the statement. Additional options also allow for footnotes not participating in auto-symbol generation to be placed above or below all other intermingled legend records.

31. **Conditional "Other Securities" caption display**

    For portfolio statement templates of type *Condensed*, users can define conditional text to be displayed for the *Other Securities* caption, dependent on whether that statement section contains only a single security or multiple securities.

32. **Portfolio statement abbreviation legend enhancements**

    Several enhancements were made to portfolio statement abbreviation legend functionality to give users greater control over the abbreviations that will or will not display in the statement legend. In addition, the *Abbreviations* tab of the **Fund Holdings** page now provides more information with regard to the field(s) in which abbreviations were found during the abbreviations search.

33. **Ability to insert data points within the "Return Value" of conditional value data points**

    Users can now leverage data points within the *Return Value* text when creating a data point of type *Conditional Value* in a custom data point library. This enhancement allows users to return a variable data point, rather than a simple string of text.

34. **Ability to unlink text snippets in a project**

    Users can now unlink snippets of type *Link To Text Library* from the associated library within a project, allowing snippet content to be edited independent of (*i.e.*, not affecting) the snippet contained in the library. Users can link a snippet back to the library at any time in order to update it with the latest library content, but any manual edits will then be lost.

35. **Dataload/data import logging in Class Balances and Fund Data Points audit reports**

    Changes made to class- and fund-level data via FTP dataloads and/or Excel data imports are now logged in the existing Class Balances Audit Report and Fund Data Points Audit Report, respectively. This new feature in each report complements existing functionality that tracks manual changes made via the *Class Balances* or *Fund Data Points* tabs of the **Financial Workbook** page.

Enhancements Common to Multiple Products

The following section lists enhancements in this product release that are common across multiple FundSuiteArc products.

1. Support for Internet Explorer 11

Overview

FundSuiteArc now supports the use of Internet Explorer 9, 10 and 11 web browsers on the Windows 7 operating system, and the use of Internet Explorer 10 and 11 on the Windows 8 operating system.

Process Changes

The Internet Explorer 8 web browser will not be actively supported going forward. FundSuiteArc can be accessed using Internet Explorer 8, however the recommended minimum requirement is now Internet Explorer 9.

2. Ability to add "Commitments" and "Multiplier" fields to portfolio statement template calculations

Overview

Commitments and *Multiplier* were added to the list of available fields to include on the *Calculations* tab of the **Portfolio Statement Templates** page.

What's New

Users can now add *Commitments* and/or *Multiplier* fields to the *Calculations* tab of the **Portfolio Statement Templates** page by clicking the existing *Add item* button ( ) at lower-left of the tab. When either of these fields is added to the tab, the value of the field will be calculated and thereby allow other areas of the application to reference that value.
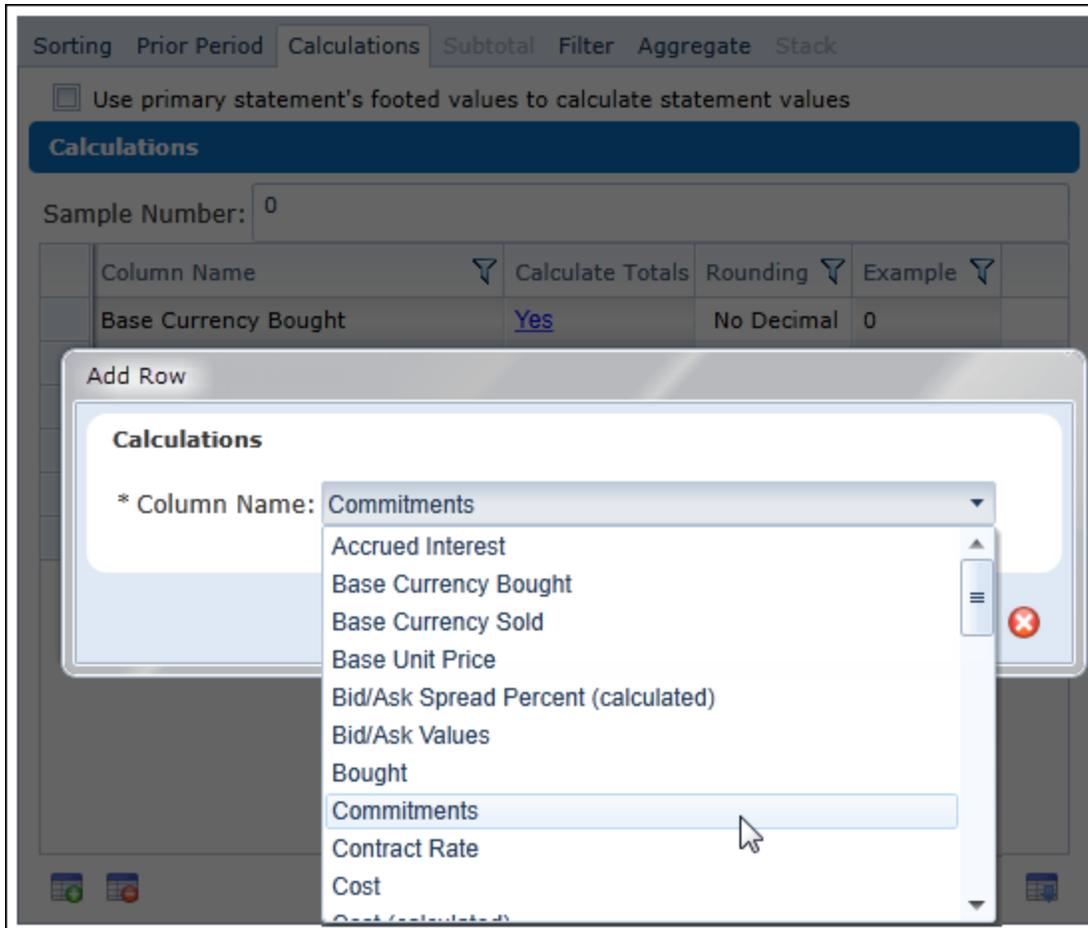
Adding either of the newly-available fields to the *Calculations* tab allows users to specify the following settings (existing functionality of the *Calculations* grid):

1. *Calculate Totals*

    a. The user can click the blue link text in the corresponding column of the grid to toggle the text value between *Yes* (default setting) and *No*, in order to indicate whether or not totals should be calculated for the field.

2. *Rounding*

    a. The user can specify a rounding level for the field using the drop-down list in the corresponding column of the grid.

> **Note:**
>
> The *Example* column of the grid will display a value reflecting the specified *Sample Number* with the specified *Rounding* level for the field applied.

Additional Information

Settings specified for any field added to the grid of the *Calculations* tab only apply when the *Use primary statement's footed values to calculate statement values* check box option is not selected; when the check box is selected, security values on the statement will be sourced from the specified primary statement's footed values (rather than from the Fund Holdings raw values).

Process Changes

If users have historically put *Commitments* and/or *Multiplier* data into some other location due to their inability to add the columns to the *Calculations* tab in previous versions of FundSuiteArc, the appropriate fields can now be used going forward.

3.　Larger values accommodated in all numeric fund holdings fields

Overview

The length of many numeric fund holdings fields were increased to accommodate larger values.

What's New

Field lengths for the following fund holdings fields were increased from 12 digits, with 6 decimal places (19,6) to 21 digits, with 6 decimal places (28,6):

> **Note:**
>
> *Local Currency Bought* and *Local Currency Sold* field precision was updated to accommodate larger values in the FundSuiteArc version 2.0.0 product release.

Accrued Interest	Coupon	Multiplier	Sold Amount Base
Base Currency Bought	Exclude Capital Support Value	Notional Amount	Sold Amount Local
Base Currency Sold	Fair Value	Option Premium	Strike Price
Base Unit Price	Include Capital Support Value	Price Ask	Unrealized Value
Bid/Ask Values	Local Cross Trade	Price Bid	Unrealized Value (calculated)
Bid/Ask Spread Value (calculated)	Local Unit Price	Proceeds	Unrealized Value Ask (calculated)
Bought	Market Value	Purchase Amount Base	Unrealized Value Bid (calculated)
Commitments	Market Value Ask	Purchase Amount Local	Yield

Contract Rate	Market Value Ask (calculated)	Purchase Cost
Cost	Market Value Bid	Shares
Cost (Calculated)	Market Value Bid (calculated)	Sold

1. Users can manually update the value of any field listed above via the *Holdings* tab of the **Fund Holdings** page with precision up to and including 21 digits, with 6 decimal places (28,6).

2. Users may include values for any field listed above in the source file for a Holdings FTP dataloads or Excel data import with precision up to and including 21 digits, with 6 decimal places (28,6).

3. Calculation sheets referencing any of the fund holdings fields above will accommodate the increase in precision.

4. Statement preview and output via the **Project** page will accommodate the increase in precision for all of the fields above.

Process Changes

No changes to current processes are required unless users were loading truncated or rounded values due to the previous limitation in field precision, in which case that procedure can be removed.

4.   Ability to refresh data on selected ArcReporting pages

Overview

Users can now refresh the contents of a number of selected pages in ArcReporting (*e.g.*, **Fund Holdings**, **Portfolio Statement Template Output Settings**, **Project**, etc.). This enhancement eliminates the need to close and reopen a given page following user interactions that affect the data displayed on the page, such as data imports.

What's New

A *Refresh data* button (♻) was added at lower-right of certain application pages and tabs, which are accessed via the respective locations specified below. When the button is clicked, data displayed on the specific page or tab is updated to reflect the latest information contained in the database.

1. *Reporting Workspace* tab

    a. **Financial Workbook** page *Class Balances* tab

    b. **Financial Workbook** page *Fund Data Points* tab

    c. **Fund Holdings - Classic** page, *Holdings* tab

    d. **Fund Holdings** page, *Holdings* tab

    e. **Project** page, *Components* tab (text snippet of type *Link To Text Library* selected)

2. *Administration* tab

    a. **Financial Statement Template Output Settings** page

    b. **Portfolio Statement Template Output Settings** page

    c. **Tabular Data Template Output Settings** page

Note:

The *Refresh data* button on any given page/tab is only enabled (*i.e.*, clickable) when the workspace is in a saved state.

Process Changes

When making data changes to the above listed pages users no longer need to close and re-open the page to see refreshed data, instead the new refresh button may be used.

5. Ability to create multi-manager fund relationship structures

Overview

Users now have the ability to create multi-manager fund relationship structures within FundSuiteArc. Users can load a data set at the manager fund level, then build the parent-child relationship through an advanced fund relationship interface. Newly-added functionality also allows users to see all underlying holdings data for each child fund when viewing the parent fund, and to consolidate the final output via a new *Consolidated* option in the portfolio statement template.

What's New

1. A new *Fund Relationship Types* tab was added to the **Funds** page, when a fund is selected in the tree view.

a. Users can drag-and-drop any number and combination of relationship types from the *Available Fund Relationship Types* pane at right of the tab to the *Assigned Fund Relationship Types* pane at left to associate them with the selected fund.

b. The following fund relationship types are available for assignment to a fund:

    i. *Consolidated*

    ii. *Feeder*

    iii. *Hedge Class*

    iv. *Manager*

    v. *Master*

    vi. *Multi-Manager*

    vii. *Overlay*

    viii. *Pool*

    ix. *Pooled Composite*

Note:

This setting does not have any impact on the funds available when creating a fund relationship.

2. The *Listing* pane of the existing **Fund Relationships** page was updated to include a grid that displays the fund group and assigned fund relationship type(s) for the respective funds listed.

3. Users can create new relationships by dragging a fund from the *Listing* pane to the *Fund Relationships* pane:

a. Dragging a fund to the *Fund Relationships* canvas at right makes it the "parent" fund of the relationship.

b. Users can click the *Add/Edit relationship* link on the parent fund to open the **Add/Edit Fund
    Relationship** pop-up dialogue.

i. The user provides a name and description for the relationship.

ii. The user specifies the type of the relationship.

A. *ArcReporting*

1. This check box is selected by default when a new fund relationship is created.

2. Selecting the check box designates the fund relationship as applicable to the
    ArcReporting product.

B. *ArcFiling*

1. Selecting the check box designates the fund relationship as applicable to the
    ArcFiling product.

iii. The fund name and code of the fund that was dropped onto the canvas (*i.e.*, the "parent" fund) is
     displayed on the dialogue.

iv. A comma-delimited list of the fund relationship type(s) assigned to the "parent" fund is displayed on the dialogue.

v. A grid is displayed on the dialogue, in which one row is displayed for every fund associated with the specified complex, except the "parent" fund.

    A. The following columns are displayed in the grid, and in the following order from left-to-right:

        1. <no column header>

           a. A check box is displayed in the column for each row in the grid.

           b. When the check box is selected, the associated fund will be added to the fund relationship.

           c. When the check box is cleared, the associated fund will be removed from the fund relationship (if it had been previously added).

        2. *Fund Code*

           a. Displays the code of the fund.

        3. *Fund Name*

           a. Displays the name of the fund.

        4. *Fund Relationship Type(s)*

           a. Displays a comma-delimited list of the fund relationship type(s) associated with the fund via the *Fund Relationship Types* tab on the **Funds** page.

        5. *Currency*

           a. Displays the base currency of the fund.

        6. *Percentage Allocation*

           a. The value of cells in this column is set to *100.00* by default.

              i. In this product release the user will not be able to change this setting.

7. *Exchange Rate*

   a. The value of cells in this column is set to *(none)* by default.

      i. In this product release the user will not be able to change this setting.

      ii. All exchange rates will be deemed to be a one-to-one match.

   vi. Clicking the *Accept* button at lower-right of the dialogue adds the "child" fund(s) under the "parent" fund.
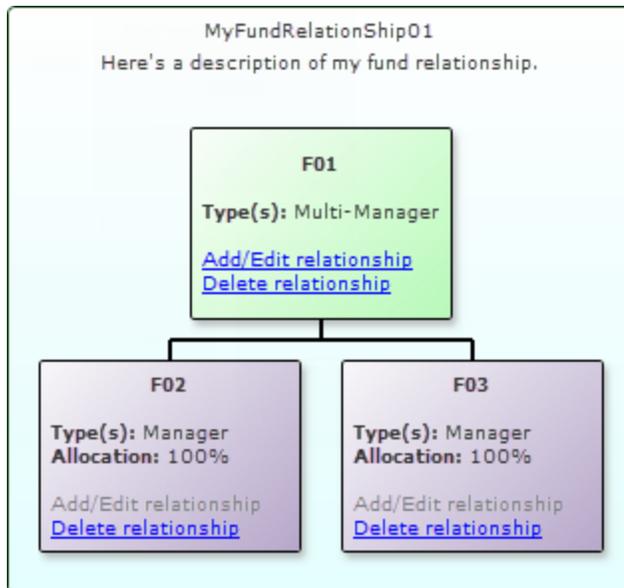
   c. Any existing fund relationships in the database will be updated automatically to the new format upon database update to version 2.1.0.

4. The *Holdings* tab of the **Fund Holdings** page was enhanced to show securities from all the funds in a given relationship. In addition, two new columns were added to the grid on the tab:

   a. *Related Fund Code*

      i. Displays the code of the fund.

   b. *Related Fund Currency*

      i. Displays the base currency of the fund.

Note:

Both fields will only be populated for the child funds in a given relationship when viewing the parent fund's holdings.

5. Users can now designate a portfolio statement template as a consolidated statement by selecting the new *Consolidated Statement* check box in the *Settings* section of the **Portfolio Statement Templates** page.
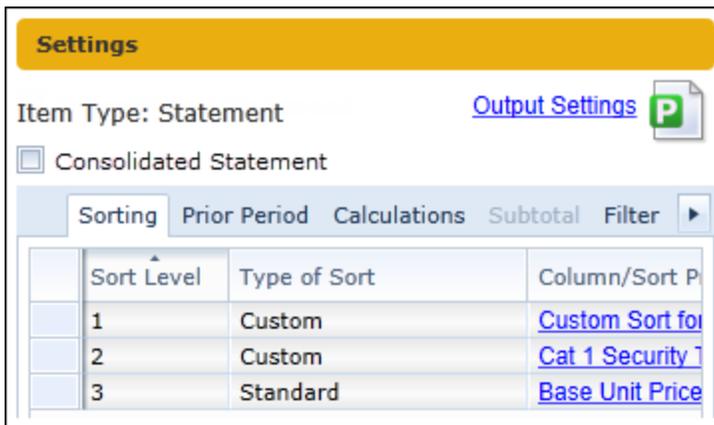
a. Selecting the check box aggregates the numerical fields of all securities, based on their master identifier.

i. Where categorization or text field differences exist between the parent and child securities, the values in the parent security will be used.

Note:

The primary portfolio statement will drive the values for all other portfolio statements. Therefore the values/consolidation done in the primary statement will be seen in all portfolio statements, even if the *Consolidated Statement* check box is cleared.

Process Changes

No changes to current processes are required.

6. Holdings Data Extract output file enhancements

Overview

Columns in the Holdings Data Extract output file were enhanced to facilitate the display of all category types assigned to a given fund via the **Fund Report Settings** page, as well as the associated category code for each. If more than one category type is assigned to a fund, the types and codes will now appear as comma-delimited lists within the respective cells of the output file. The content and structure of the Holdings Data Extract output file was also updated so that it may now be used as the source file for a Holdings data import via the *Holdings* tab of the **Fund Holdings** page.

What's New

1. The existing *CategoryTypeCodeList* and *CategoryCodeList* fields in the Holdings Data Extract output file were enhanced so that all the category types assigned via the **Fund Report Settings** page, and the associated category codes, display in the respective fields.

   a. When more than one category type is assigned to a given fund, each field contains a comma-delimited list of the respective values.

      i. If more than one code is defined for a given category via the **Category Libraries** page, only one code will be displayed for that category in the list.

   b. The two fields will always contain the same number of values (or commas), as there is a 1-to-1 relationship between them.

   c. The *CategoryTypeCodeList* field will only display the *NMFP* category type and the associated category code when the export is generated using the ArcFiling product; when the export is generated using the ArcReporting product, all ArcReporting category types will display.

2. 50 additional columns are now included in the Holdings Data Extract output file, so that it can be used as a source file for a Holdings data import, if desired.

3. The Output Queue *Type* value for the Holdings Data Extract was updated for the sake of clarity/consistency:

   a. When the *FundSuiteArc* format is specified for export, the *Type* value is now *Holdings Data Extract (FundSuiteArc)*.

b. When the *FundSuite SX* format is specified for export, the *Type* value is now *Holdings Data Extract (FundSuite SX)*.

> **Note:**
> The FundSuite SX extract remains unchanged with this enhancement.

Additional Information

- The new *FootnoteApplyTo* field in the output file will contain a comma-delimited list of the field(s) assigned via the *Applied To* column of the **Footnote Preview and Assignment** page, in the same order as displayed on that page.

- The new *FootnoteCode* field in the output file will contain a comma-delimited list of the code(s) assigned via the *Footnote Display Code(s)* column of the **Footnote Preview and Assignment** page, in the same order as displayed on that page.

  - If a given footnote does not have a corresponding dataload code, it will be skipped in the *FootnoteCode* field in the data extract output file.

Process Changes

No changes to current processes are required.

7.   Ability to lock a project or its components

Overview

FundSuiteArc now allows users with appropriate rights to "lock" an entire project, specific chapters, sections or individual project components. Once a project component is locked, it will be disconnected from the associated project template, and any subsequent edits to underlying data or the template will not be reflected in the project. An audit report was also created to track locking/unlocking of project components.

What's New

1. A *Lock/Unlock Project Components* user right was added beneath the existing *Open Project Page (ArcReporting)* user right. If a user has this new right assigned to one or more roles with which they are associated, they can lock or unlock an entire project or any of its components.

2. A locked/unlocked visual indicator and toggle button (🔒/🔓) was added at lower-left of the *Components* tab of the **Project** page that allows any user to see the state of a selected project component or container, and for users with appropriate rights to change the state from *unlocked* (default) to *locked* and vice versa.
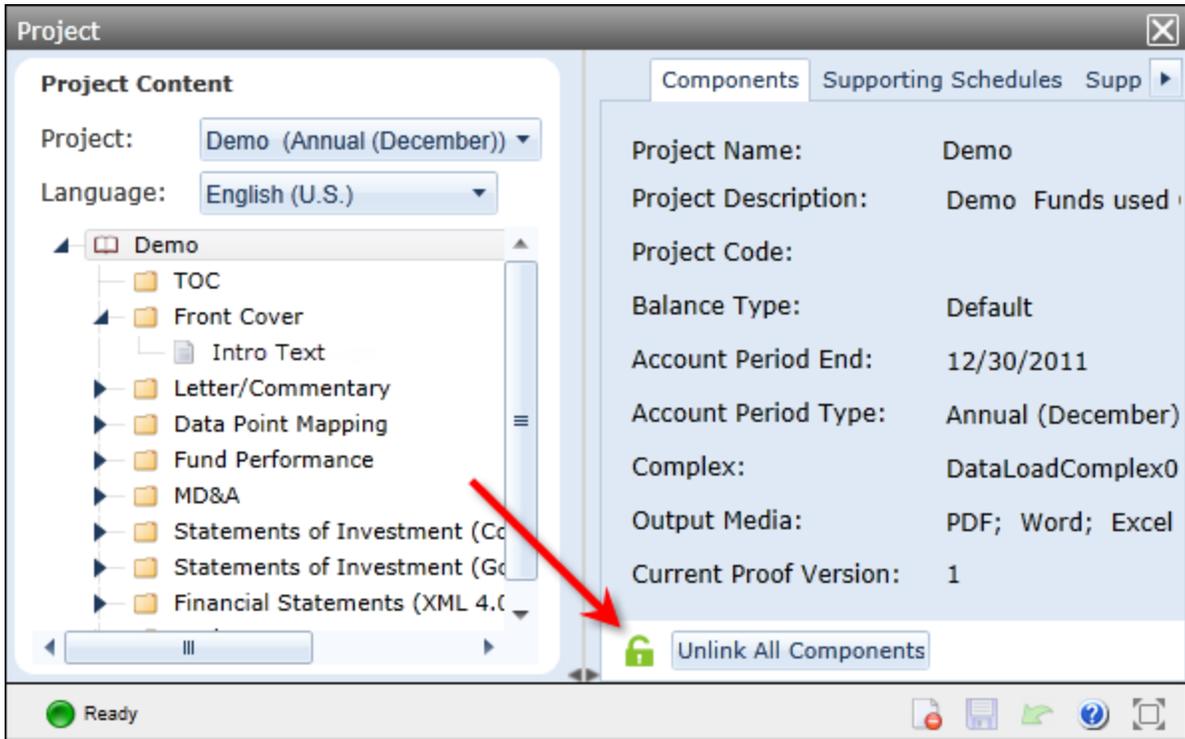
Note:

Project components of type *Image* do not currently support locking/unlocking functionality. Therefore, no visual indicator/toggle button is displayed for them on the *Components* tab.

a. When a given component or container (*i.e.*, the topmost *project* node, a chapter or section) is in an unlocked state, the toggle button displays the *unlocked* image (🔓). Users with the new *Lock/Unlock Project Components* user right can click the button to lock the component.

i.   When a component is locked, it cannot be edited via the **Project** page.

ii. When the entire project or a chapter or section therein is locked, all components contained within the locked container are locked.

> **Note:**
> If the project contains any components of type *Image* (for which locking/unlocking functionality is not available, and which are always therefore unlocked), the entire project can never be fully-locked.

iii. When at least one component in a project is locked, the entire project is disconnected from the associated project template. As such, any edits made to the template or its components will not be reflected in the project unless all components of the project are again unlocked, and the project is manually re-connected to its project template.

b. When a given component or container is in a locked state, the toggle button displays the *locked* image (🔒). Users with the new *Lock/Unlock Project Components* user right can click the button to unlock the component.

i.   When a component is unlocked, it can be edited via the **Project** page.

ii. When the entire project or a chapter or section therein is unlocked, all components contained within the unlocked container are unlocked.

iii. When all components of a disconnected project are in an unlocked state, the project can be manually re-connected to its project template, at which point any edits that had been made to the project's template and/or components while it was locked will be incorporated into the project.

c. When only some of the components in a given section, chapter or project are locked, the toggle button for the container displays the *partially-locked* image (🔒). Users with the new *Lock/Unlock Project Components* user right can click the button to either lock or unlock all components within the container.

i.   When the button is clicked, a dialogue displays that allows the user to specify whether to lock or unlock the container's components.
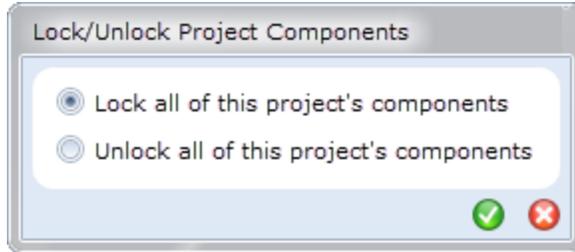
(project-level)
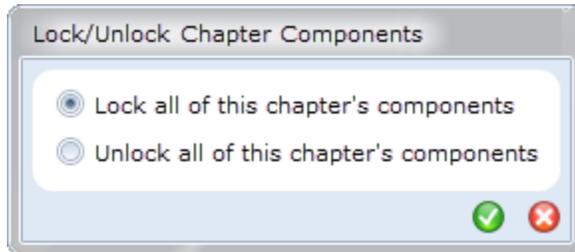
(chapter-level)
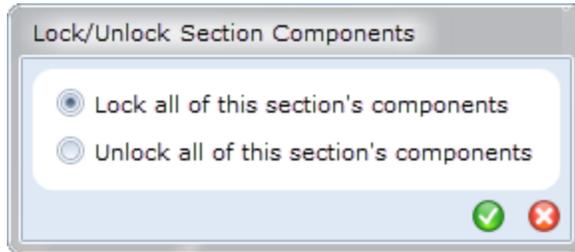
(section-level)

ii. Based on the option specified, all components in the container are locked or unlocked.

3. A *locked* (🔒) or *partially-locked* (🔒) visual indicator now displays at left of the project node or any chapter or section node in the tree view pane of the **Project** page if some number of components in that container are in a locked state.

    a. If all components in a given container are in a locked state, the *locked* image displays.
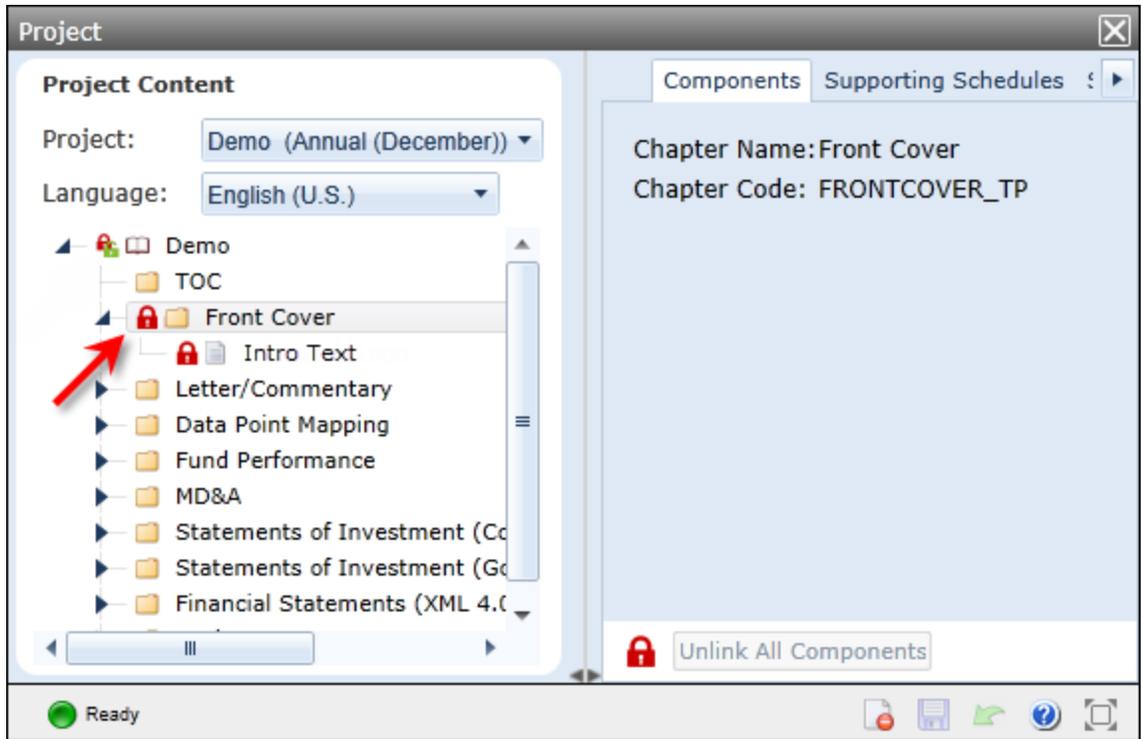
Note:

If the project/chapter/section contains any components of type *Image* (for which locking/unlocking functionality is not available, and which are always therefore unlocked), the entire container can never be fully-locked, and this image will never be displayed at left of the node.

b. If only some of the components in a given container are in a locked state, the *partially-locked* image displays.
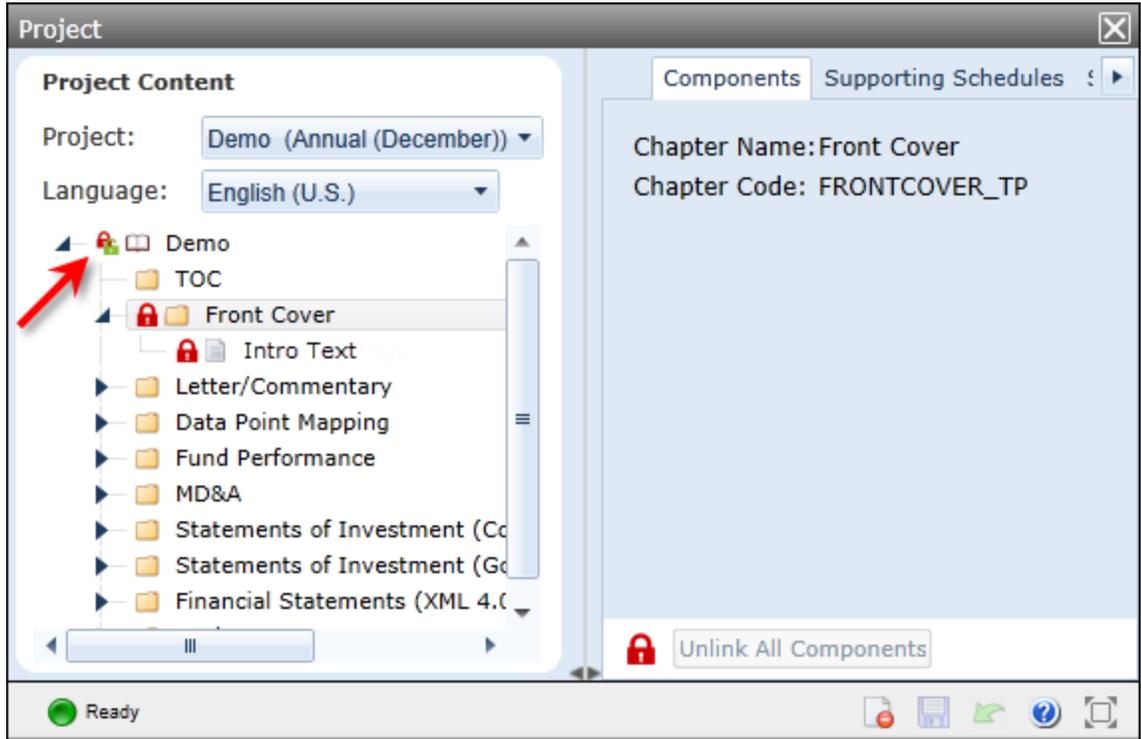
c. If no components in a given container are in a locked state, no image at all displays at left of that node.

4. A locked (🔒) visual indicator now displays at left of any component node in the tree view pane of the **Project** page if that component is in a locked state.
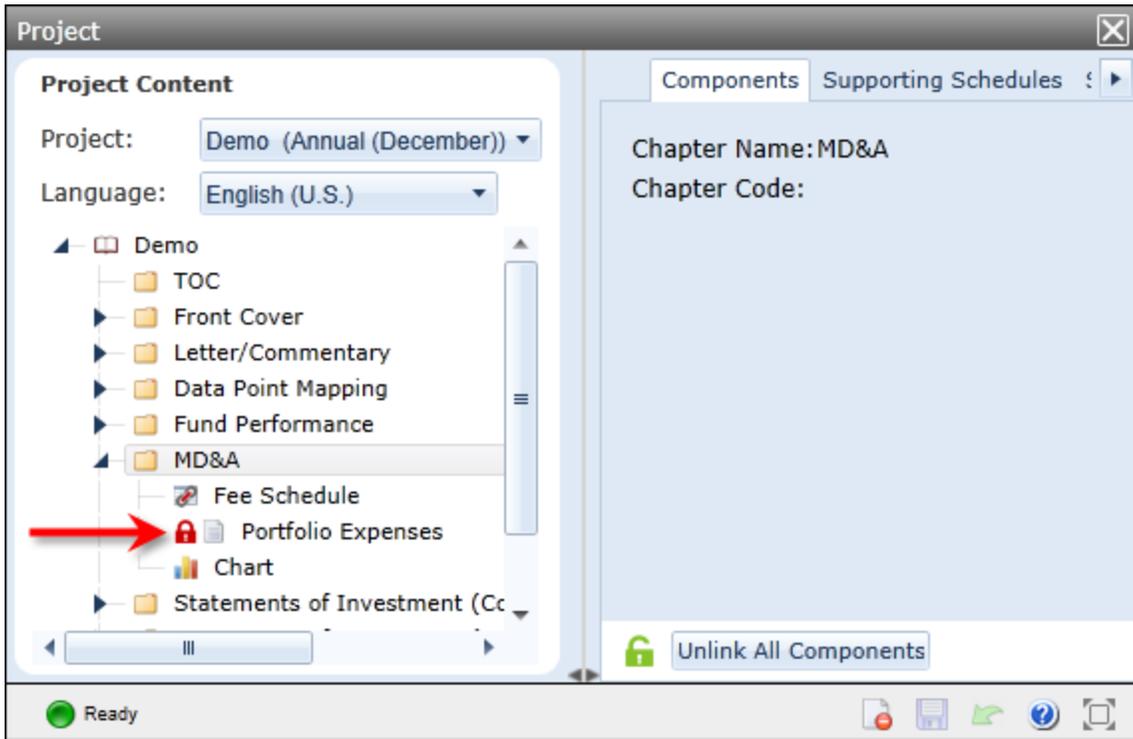
a. If a given component is in an unlocked (the default) state, no image at all displays at left of that node.

5. A new **Project Locking Audit Report** page was added to the application, through which users can produce a report that tracks all locking/unlocking activity associated with a given project. The report is accessed via a new menu item of the same name, under the **Reports** menu section on the *Reporting Workspace* tab.

a. Users can specify the following criteria/parameters against which to run the audit report:

i. Complex

ii. Fund Group

iii. Fund

iv. Account Period

v. Editing User

      vi.   From Date

      vii.   To Date

      viii.   Project

b. When a user clicks the *Search* button (🔍) at lower-right of the *Search Criteria* pane, any project component locking/unlocking events that match the specified criteria display in a results grid in the lower portion of the page.

c. A user can export report results to any of various file formats by carrying out the steps below:

    i. The user clicks the *Export data* button () at lower-right of the results grid.

       The **Export Grid Data** dialogue displays with the export file format options.
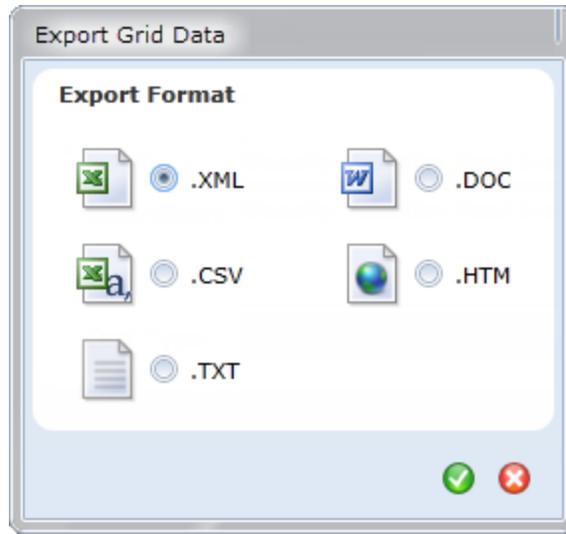
    ii. The user specifies the desired file format, and then clicks the *Accept* button () at lower-right of the dialogue.

iii. The user designates the export location and file name on the **Save As** dialogue that displays.
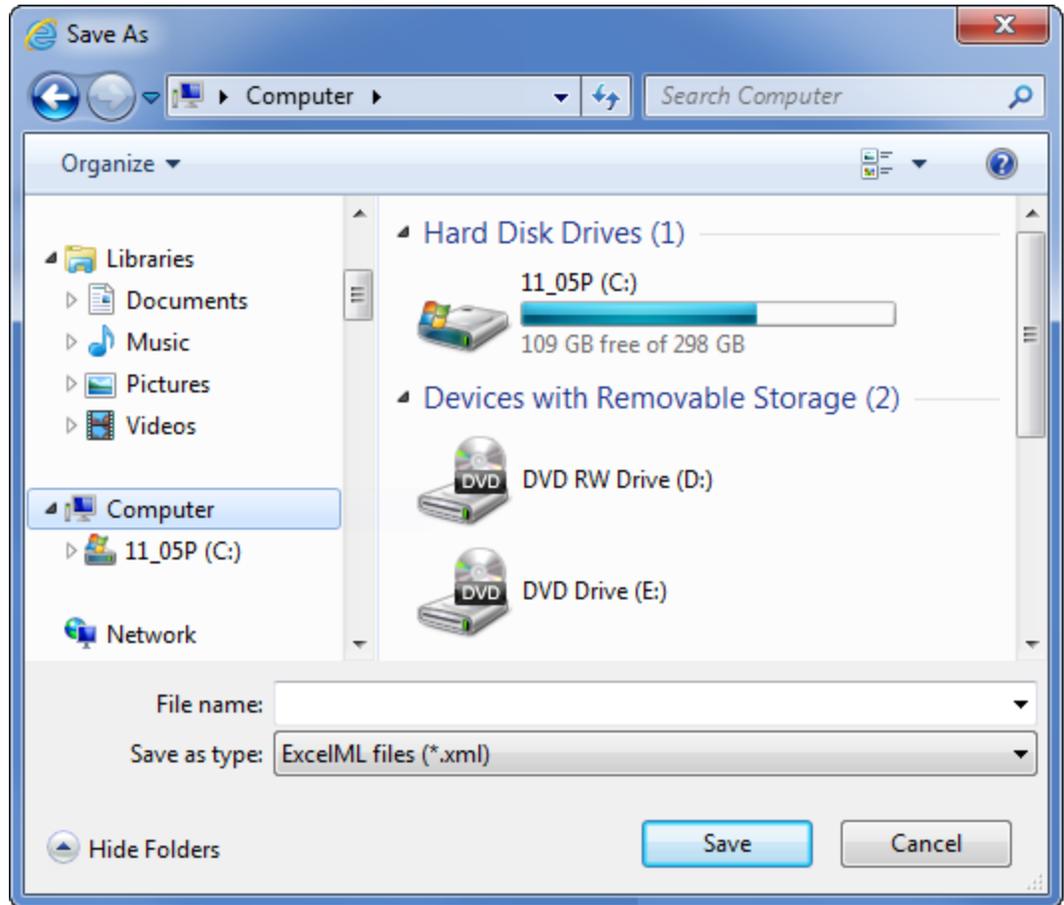
Process Changes

No changes to current processes are required.

8.   Access control over text and image library content/settings

Overview

Managers of FundSuiteArc users can now associate a specific production team with a given text or image library. The production team association of a library restricts users not assigned to the specified team from viewing/editing the content and settings for that library.

What's New

1. The existing *Production Team* drop-down list on the **Text Libraries** page was made functional (it had not been in previous versions of FundSuiteArc), so that managers can restrict editing access to a given library to only those users associated with the specified production team.

   a. Available drop-down list selections are the following:

      i. *(Any)*

      ii. <production teams associated with the same complex as the currently-selected text library, and that are available to the current user's profile>

   b. When creating a new text library, the list of available production teams in the drop-down list will not be generated until a *Complex* selection is specified.

   > **Note:**
   > Once a text library is created and saved, the *Complex* drop-down list becomes disabled, preventing its selection from being changed.

c. Only users that belong to the specified production team are allowed to edit the text and other data for a given library; if a user opens a text library and does not belong to the specified production team, the user will not be allowed to make any changes to any data for that library.

d. If the specified production team for a given text library is *(Any)*, any user having the *Open Text Libraries Page (ArcReporting)* user right assigned can make changes to data pertaining to that library.

2. The existing **Production Team** drop-down list on the **Image Libraries** page was made functional (it had not been in previous versions of FundSuiteArc), so that managers can restrict editing access to a given library to only those users associated with the specified production team.

a. Available selections are the following:

    i. *(Any)*

    ii. <production teams associated with the same complex as the currently-selected image library, and that are available to the current user's profile>

b. When creating a new image library, the list of available production teams in the drop-down list will not be generated until a **Complex** selection is specified.

    i. If a **Production Team** selection is specified, and then the user changes the **Complex** selection, the **Production Team** selection will be cleared and the list of production teams in the drop-down list will be replaced by a new list of teams that belong to the specified complex.

c. Only users that belong to the specified production team are allowed to edit the images and other data for a given library; if a user opens an image library and does not belong to the specified production team, the user will not be allowed to make any changes to any data for that library.

d. If the specified production team for a given image library is *(Any)*, any user having the *Open Image Libraries Page (ArcReporting)* user right assigned can make changes to data pertaining to that library.

Additional Information

The *Production Team* drop-down list was removed from the *Content* tab of the **Project Templates** page in association with chapters and sections, given that it was not functional nor linked to any user rights.

Process Changes

No changes to current processes are required.

9. "Security Caption" field increased to 1,024 characters

Overview

Users may now specify a *Security Caption* value of up to 1,024 characters in length for any given security, either directly via the user interface, or by means of a Holdings FTP dataload or Excel data import. Previous to this enhancement, FundSuiteArc database settings only allowed for the storage of a caption that was at most 256 characters in length.

What's New

The capacity of the database field containing security caption text was increased to 1,024 characters to facilitate the entry/import, display, and output of lengthy security captions. The following application locations were affected by this update, in the manner specified:

1. **Footnote Preview and Assignment** page

    a. Now supports preview and export of long security names.

2. **Fund Holdings** page, *Holdings* tab

    a. Now supports long values in the *Caption* field.

3. **Fund Holdings - Classic** page, *Holdings* tab

    a. Now supports long values in the *Caption* field.

4. **Global Holdings Review** page

    a. Now supports long values in the *Caption* and *Security Name* fields.

5. **Holdings Batch Replace** page

    a. Now supports entry of long strings in the *Find* and *Replace with* fields.

6. **Holdings Batch Replace** page

    a. Now supports display of long values in the *Current Text*, *Proposed Text* and *Security Name* fields.

7. **Holdings Data Extract** page

   a. Now supports long security names in the *SecurityName* field (FundSuiteArc extract) or *Security Caption* field (FundSuite SX extract) of the output file.

8. **New Securities Report** page

   a. Now supports long security names in the *Security Caption* field of the output file.

9. **Project** page, *Components* tab (with a portfolio statement selected in the tree view)

   a. Now supports preview of long security names.

10. **Same Security Prior Period Report** page

    a. Now supports long security names in the *Security Name* field of the output file.

11. **Securities Audit Report** page

    a. Now supports display of long values in the *Security Name* field.

12. **Security Libraries** page, *Security Captions* tab

    a. Now supports display of long values in the *Caption* field.

13. **Security Libraries** page, *Security Captions* tab, **Edit Security Caption** dialogue

    a. Now supports entry of long strings in the *Caption* field.

Process Changes

Portfolio statement template settings should be updated in cases where workarounds were implemented in the past to overcome the previous database field limitations, such as placing a portion of the *Caption* text into another database field.

10. Conditional display options for security data points

Overview

Several options were added to the *Format Items* tab of the **Portfolio Statement Template Output Settings** page that allow for the conditional display of data points mapped to any security-type statement items (*i.e.*, *Security*, *Security Single*, *Stack Level Security Single*, *Aggregated Securities* or *Other Securities*). These *Conditional Display* options were added to assist in the control of common output template logic, such as the need to display the currency symbol for the first security that displays on a page, or to suppress a security's currency code if it is the same as the previous security, etc.

What's New

1. A *Conditional Display* section and a series of associated check box options were added to the *Format Items* tab of the **Portfolio Statement Template Output Settings** page.
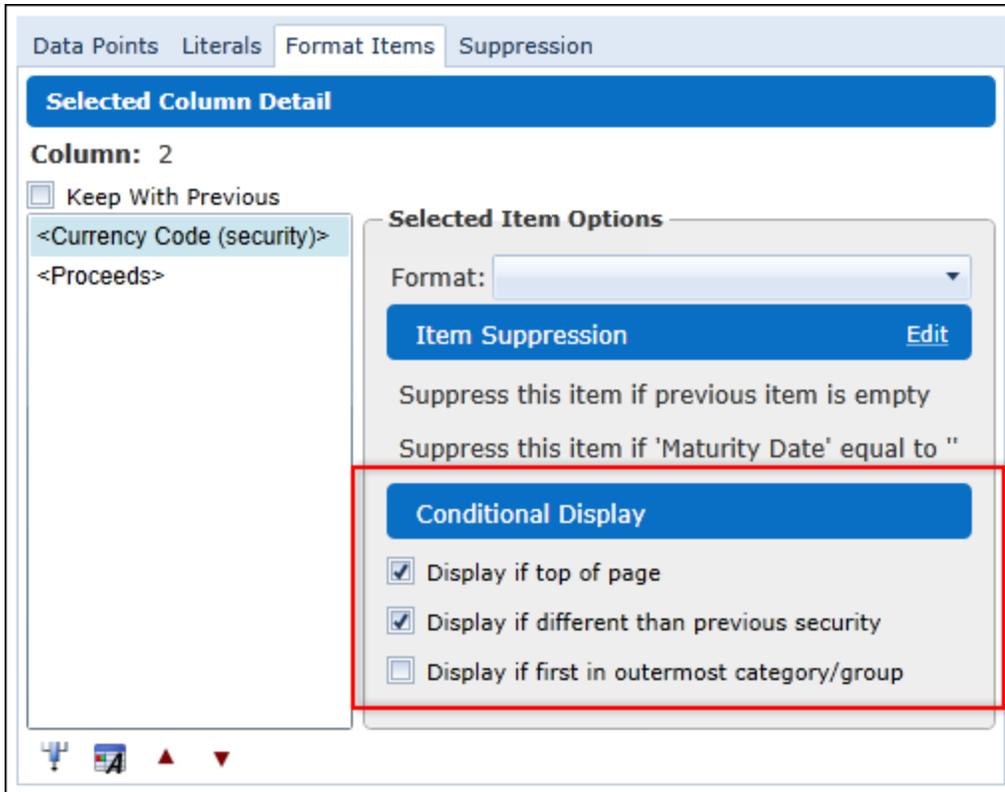
a. The following check box display options are available for selection (any one, or combination of the options can be selected):

   i. *Display if top of page*

      A. This option allows the user to determine if the selected data point should only be displayed when the line appears on the top of the page or column.

   ii. *Display if different than previous security*

      A. This option allows the user to determine if the selected data point should be displayed only when its value is different than the value of the same data point for the previous security.

iii. *Display if first in outermost category/group*

A. This option allows the user to determine if the selected data point should be displayed only when it if the first record to appear within an outermost category or group.

Note:
If none of the check box options are selected for a given data point, the data point will always display.

2. *Currency Caption (security)* and *Currency Symbol (security)* were added to the list of mappable data points of type *Security* on the *Data Points* tab of the **Portfolio Statement Template Output Settings** page. Both fields can be used in conjunction with the *Conditional Display* options described above.

Process Changes

No changes to current processes are required.

11. Ability to push library changes across account periods

Overview

Users can now push changes made within footnote, text, issuer and category libraries to selected reporting periods within a given complex.

What's New

1. A *Push Changes Across Periods* user right was added to govern users' access to new functionality which enables them to apply account period-specific changes made to content to other reporting periods.

   a. The new right was added beneath each of the following existing rights:

      i. *Open Category Libraries Page (ArcReporting)*
      ii. *Open Footnote Library - General Ledger Page*
      iii. *Open Footnote Library - Holdings Page*
      iv. *Open Issuer Libraries Page (ArcReporting)*
      v. *Open Text Libraries Page (ArcReporting)*

2. A new **Push changes** button ( ) was added to various locations within the application. The button becomes enabled if a change is made to content and/or settings therein, allowing users with appropriate rights to apply the change(s) to other reporting periods.

   a. The button is available in the following application locations:

      i. **Category Libraries** page, *Categories* tab
      ii. **Footnote Libraries - General Ledger** page, text editing pane
      iii. **Footnote Libraries - Holdings** page, text editing pane
      iv. **Issuer Libraries** page
      v. **Text Libraries** page, text editing pane

b. Clicking the *Push changes* button causes the **Push Changes** pop-up dialogue to display.
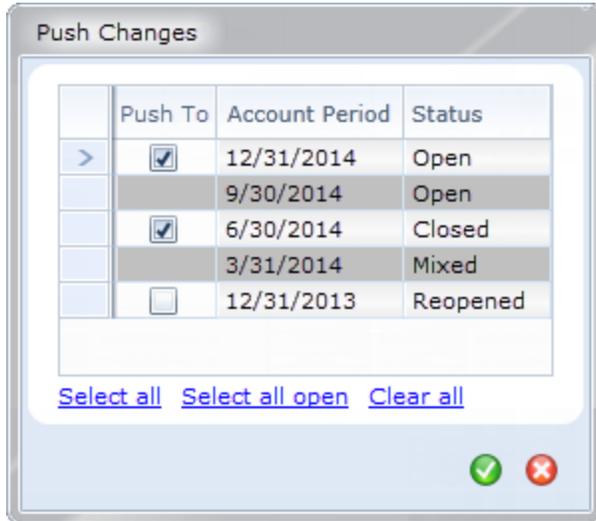
i. All account periods assigned to the complex in which the changes are being made are listed in the grid of the dialogue.

ii. The status (*i.e.*, *Open*, *Reopened*, *Closed* or *Mixed*) for each account period, as governed by the **Fund Report Settings** page, is displayed in the *Status* column of the grid.

iii. A check box is displayed in the *Push To* column for each account period, with the exception of the period for which the change is currently being made, and any periods with a status of *Mixed*.

    A. One or more of the check boxes may be selected.

    B. Clicking the *Select all* link at lower-left of the dialogue will select all selectable account periods in the grid.

    C. Clicking the *Select all open* link at lower left of the dialogue will select all account periods in the grid with a status of *Open* or *Reopened*.

    D. Clicking the *Clear all* link will clear any selected account periods in the grid.

iv. When the user clicks the *Accept* button () at lower-right of the dialogue, any changes made to the text content and/or field values are saved in association with the current account period and the account period(s) selected in the grid.

Process Changes

This functionality eliminates the need to manually copy/paste period-specific changes to other account periods.

12. Formatting of numerical values in Excel extracts

Overview

Numerical values contained in various reports/extracts from ArcReporting (*e.g.*, Financial Workbook Export, Project Excel Export, Portfolio Preview Export, etc.) are now exported to Excel in cells using the *General* cell formatting option, rather than *Text*. All data grids throughout the FundSuiteArc platform that feature the standard *Data export* button also provide this functionality. With this update, users now have the ability to utilize standard numerical-data functionality in Excel without needing to reformat values.

What's New

1. The standard grid export feature available throughout FundSuiteArc via the *Data export* button (⬇) was enhanced so that numerical values in a given grid will be extracted in a numerical format when the *.XML* export format option is specified.
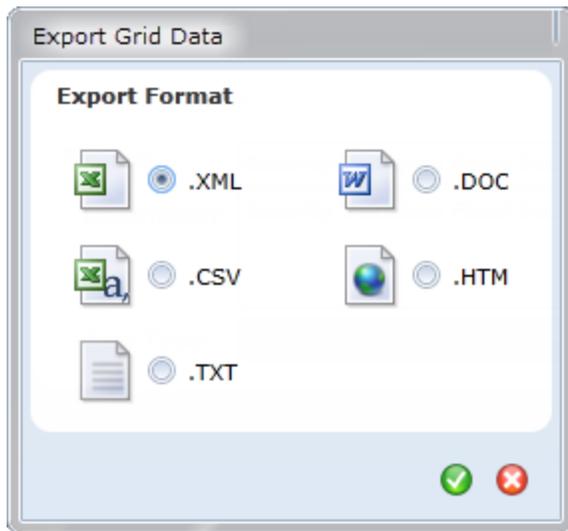
a. An export file of this type can be opened in Excel, and the cells of numerical values therein will now use the *General* formatting option, rather than *Text*. This allows users to leverage Excel's standard numerical-data functionality (*e.g.*, summing values, etc.) without the need to first reformat cells containing numerical data.

b.

While all grids that feature the standard *Data export* button benefit from this functional update, grids in the following commonly-used areas of FundSuiteArc are noteworthy:

    i. **Financial Workbook** page, *Class Balances* tab

    ii. **Financial Workbook** page, *Fund Data Points* tab

    iii. **Financial Workbook** page, *Supplemental Data* tab

    iv. **Fund Holdings - Classic** page, *Holdings* tab

    v. **Fund Holdings** page, *Holdings* tab

    vi. **General Ledger Transactions** page

    vii. **Non-Participating Accounts** page

2. Cells containing numerical values in the output file generated from via the **Project Excel Export** page will now use the *General* formatting option, rather than *Text*, allowing users to standard mathematical operations in Excel.

3. Cells containing numerical values in the output file generated via the *Export financial workbook* button on the **Financial Workbook** page will now use the *General* formatting option, rather than *Text*, allowing users to perform standard mathematical operations in Excel.

4. Export functionality was enhanced for the following component exports via the **Project** page, such that cells containing numerical values in the respective output files will now use the *General* formatting option, rather than *Text*:

    a. Financial Statement (via the *Export financial preview* button (▣) on the *Components* tab)

    b. Portfolio Statement (via the *Export portfolio preview* button (▣) on the *Components* tab)

    c. Tabular Data (via the *Export tabular data preview* button (▣) on the *Components* tab)

Note:

Users may still need to manually format certain cells in an output file before being able to utilize various mathematical functions in Excel, if the cells contain both numerical values and footnotes or other characters.

Additional Information

- Only data points that come from a numerical field within the application will be updated to use the *General* formatting option in Excel output. Alphanumeric-type fields (*e.g.*, *CUSIP*, *Description*, etc.) will not be formatted to the above specifications.

- Where applicable, Excel exports attempt to follow decimal assignments made by users in the application.

Process Changes

These enhancements remove the need to manually format cells in Excel export files in order to use mathematical features in Excel.

13. Improved ability to view large numbers of records in data load archive

Overview

Pagination and navigation controls were added to the *Details* and *Errors/Warnings/Info* tabs of the **Archive Details** page to facilitate the viewing of large numbers of records pertaining to dataloads/data imports.

What's New

1. A *Rows Per Page* spinner control was added at lower-left of the grid on both the *Details* and *Errors/Warnings/Info* tabs of the **Archive Details** page.

   a. By default, only 25 records are shown in the grid at a time, however the user may specify that any number of records between 25 and 1,000 displays in the grid.

2. The following pagination controls were added at lower-right of the grid on both the *Details* and *Errors/Warnings/Info* tabs of the **Archive Details** page:
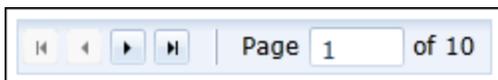
   a. *First page* button

      i. Clicking the button causes the results grid to display the first "n" records in the database, where "n" is the specified *Rows Per Page* value.

   b. *Previous page* button

      i. Clicking the button causes the results grid to display the previous "n" records in the database, where "n" is the specified *Rows Per Page* value.

c. *Next page* button

    i. Clicking the button causes the results grid to display the next "n" records in the database, where "n" is the specified *Rows Per Page* value.

d. *Last page* button

    i. Clicking the button causes the results grid to display the last "n" records in the database (or those which exist beyond some multiple of "n"), where "n" is the specified *Rows Per Page* value.

e. Page number text box

    i. One set or "page" of records exists and can be displayed for every "n" records in the database, where "n" is the specified *Rows Per Page* value.

    ii. The value specified in the text box dictates the page of records that displays in the grid.

Additional Information

Data filtering and other grid functionality will be effected on all records that would normally be displayed in the grid; not only the currently-displayed page of records.

Process Changes

This enhancement eliminates scenarios wherein a user would historically need to contact RR Donnelley to retrieve data archive information for data imports with a large number of records.

14. Column spanning functionality in portfolio statement template output settings

Overview

Existing cell spanning functionality for tabular data template output settings was adapted for use with portfolio statement templates, allowing users to merge cells across columns via the **Portfolio Statement Template Output Settings** page.

What's New

Functionality was added to the **Portfolio Statement Template Output Settings** page that enables users to horizontally span cells in a given row of the *Mapping* grid.

> **Note:**
> Portfolio statement templates only support horizontal column spanning; portfolio statement templates do not support the ability to vertically merge cells across rows.

1. A *Span cells* button (▦) was added at lower-left of the *Mapping* grid on the **Portfolio Statement Template Output Settings** page to allow the merging of cells.

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

    b. Clicking the button causes the **Span Cells** pop-up dialogue to display.
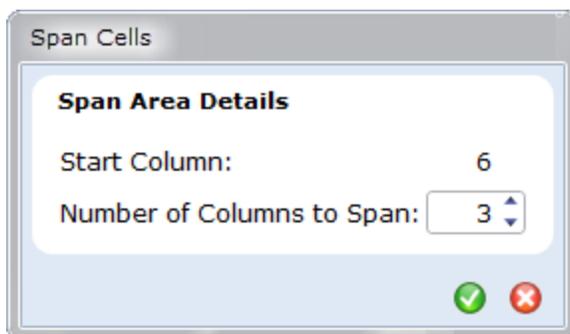
i. The user can specify the number of columns to span in the corresponding spinner control on the dialogue.

    A. The minimum possible number of columns to span is *1*.

    B. The maximum possible number of columns to span is limited to the number of columns between the currently selected cell (the identified *Start Column*) 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 mapping grid contains 5 columns. The selected column (*i.e.*, the *Start Column*) is column 3. Since the span cannot go beyond 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.

2. A *Remove span* button (🖼) was added at lower-left of the *Mapping* grid on the **Portfolio Statement Template Output Settings** page to allow the un-merging of merged cells.

    a. This button is enabled when any cell in an existing span area is selected in the grid.

    b. When the button is clicked, a confirmation message displays to alert the user that the span area will be removed if they choose to continue.

    c. 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 which was previously merged.

Process Changes

This feature allows column spanning for portfolio statements to be controlled via the user interface, as opposed to by means of an output rule or a template style sheet. This change does not impact current statement template setups, but existing style sheets may need to be updated by RR Donnelley staff to take advantage of the new functionality.

Enhancements to ArcReporting

The following section lists enhancements in this product release that pertain specifically to the ArcReporting product.

1. Automatic refresh of financial workbook data following calculations

Overview

The **Financial Workbook** page was enhanced to cause values on the *Financials* and *Calculation Sheets* tabs to refresh automatically following a manual journal entry and subsequent click of the *Calculate workbook* button.

What's New

In previous versions of ArcReporting, if a user was previewing financial statement data via the *Financials* or *Calculation Sheet* tabs of the **Financial Workbook** page and made a manual journal entry to an underlying value, the content displayed on these tabs did not refresh following recalculation the workbook. With this enhancement, the preview content is now refreshed after recalculation to reflect the change(s) made by the user.

Process Changes

Users no longer need to click the *Refresh data* button (🔄) at lower-right of the *Financials* tab in order to refresh content after the workbook is recalculated.

2. Additional "Value" data point mapping options for financial statement templates, when horizontal totaling is enabled

Overview

Users can now map *Value 2* through *Value 10* to statement line items via the *Data Points* tab of the **Financial Statement Template Output Settings** page, when the *Enable horizontal totaling for workbook* check box option is selected for a given statement template.

What's New

In previous versions of ArcReporting, users could only map the *Value* financial data point to line item rows on the **Financial Statement Template Output Settings** page when *Enable horizontal totaling for workbook* check box was selected for a given template. Users can now also map *Value 2* through *Value 10* to any column in the mapping grid.

Process Changes

No changes to current processes are required.

3. Advanced project template suppression logic

Overview

Functionality was added to the **Project Templates** page in ArcReporting that allows users to suppress specific financial statements, portfolio statements, tabular data tables, text snippets or charts by means of one or more *Advanced Suppression* formulas they define.

What's New

1. A new *Suppression* sub-tab was added beneath the *Contents* tab of the **Project Templates** page, through which users can now define a conditional formula that controls the visibility of a selected project component.
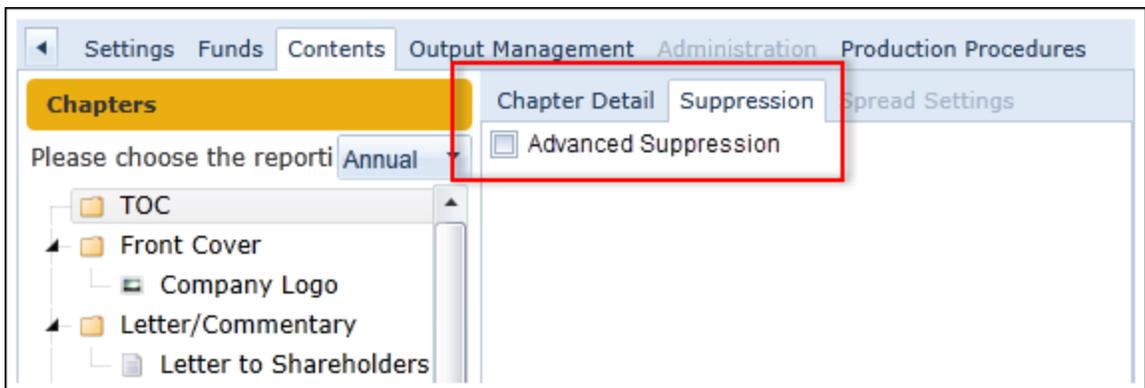
   a. An *Advanced Suppression* check box option and associated link display on the *Suppression* tab. When a user selects the *Advanced Suppression* check box, the suppression feature is enabled for the project component selected in the project tree view, and the *Advanced Suppression* text becomes a clickable blue link.
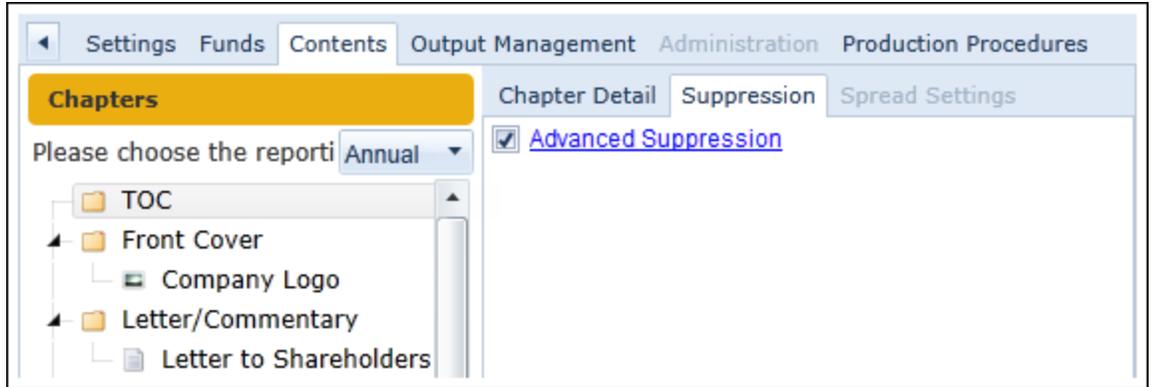
b. Clicking the **Advanced Suppression** link causes the **Add/Edit Conditional Formula** dialogue to display, through which the user can specify a set of conditions that will determine whether or not the project component will display in output.
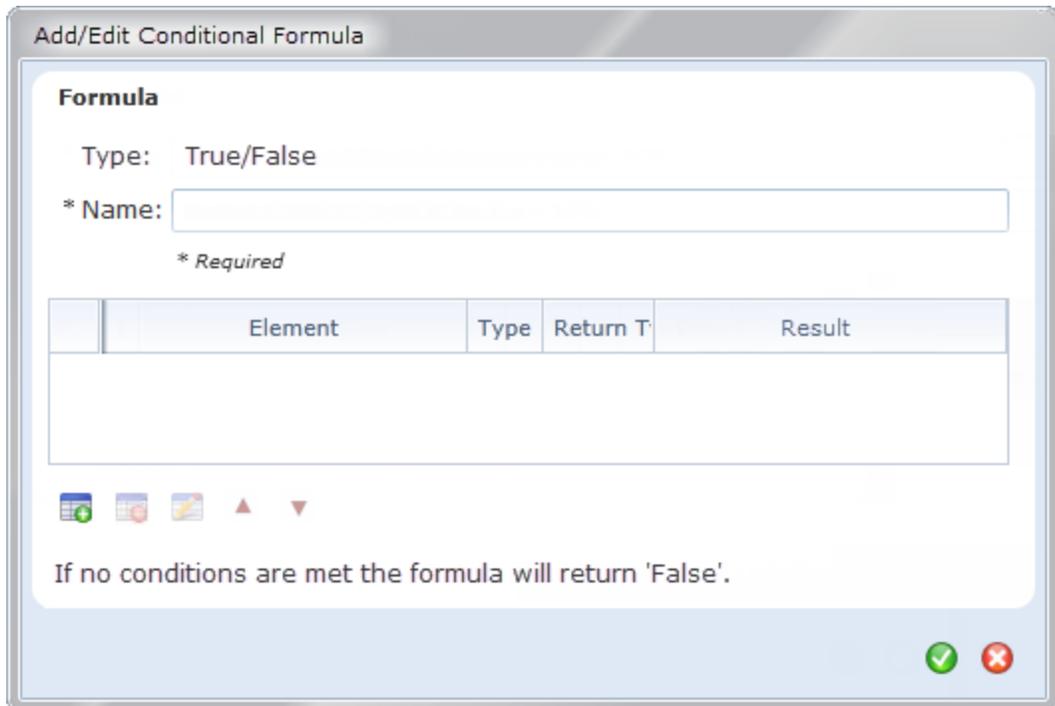
i. The user clicks the **Add formula element** button (icon) on the dialogue to add one or more formula elements defining the conditions under which the project component will be suppressed.

ii. If the specified condition(s) return(s) *True*, the project component will be suppressed in output.

Note:

If the selected project component is a chapter or section, all components within that chapter/section will also be suppressed if the specified condition(s) for the chapter/section return(s) *True*, regardless of whether any conditional formulas that may be defined for those components return *True* or *False*.

iii. If the specified condition(s) return(s) *False* (*i.e.*, no conditions are met), the project component will not be suppressed.
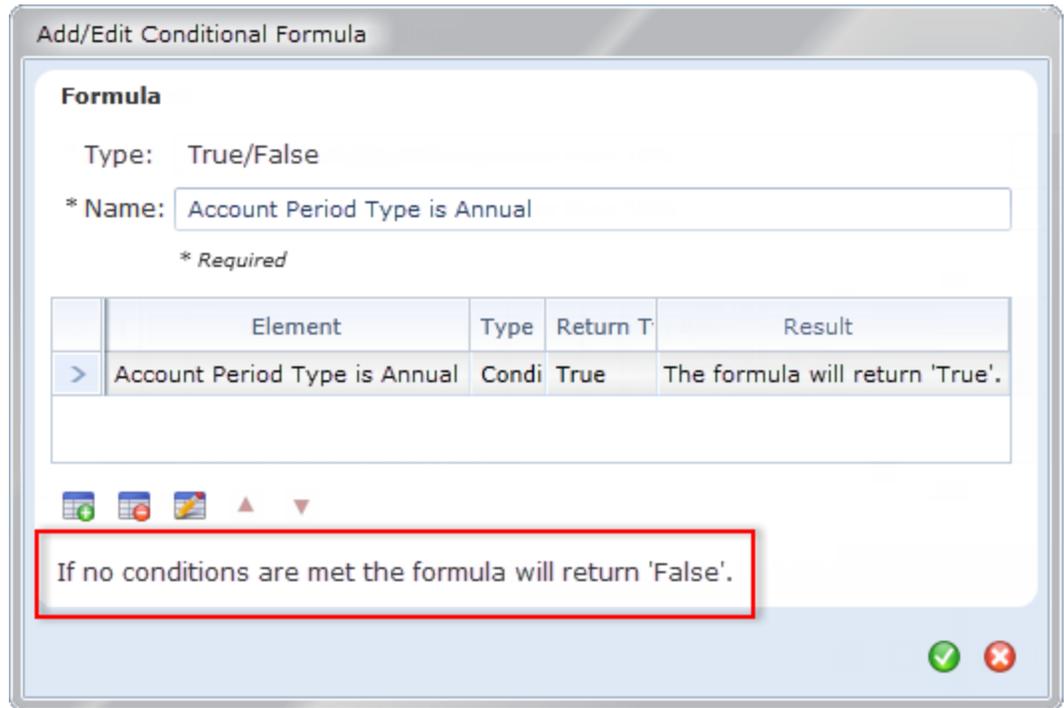
iv. The user clicks the *Accept* button (⊘) at lower-right of the dialogue once the conditional formula is defined.

c. When the user clicks the *Save* button on the **Project Templates** page, they will be prompted to re-sync the template with the project(s) using it via the *Administration* tab.

2. When the *Advanced Suppression* check box is selected for a given project component, the name of that chapter/section/item will display in orange-colored text in the tree view of the **Project** page as an indication that a conditional suppression formula has been defined, and the suppression option is enabled.
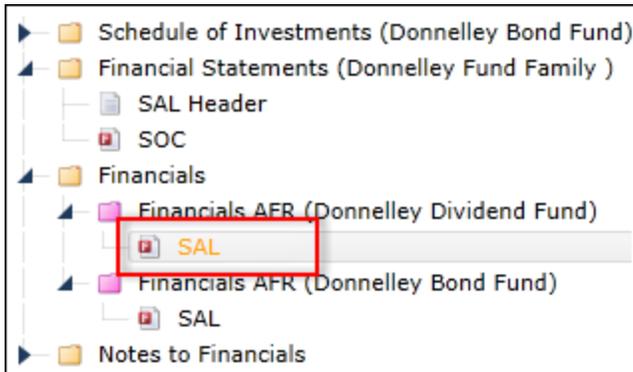
a. When the user selects a given project component whose caption is orange-colored, the component's advanced suppression formula is evaluated in order to determine whether or not the component will be suppressed in project output.

i. If the component will be suppressed, the component preview is blank. The user can go to the **Project Templates** page (where the suppression formula is defined and applied) to determine the reason the component will be suppressed.

ii. If the component will not be suppressed, the component preview displays in the preview pane, as usual.

Process Changes

No changes to current processes are required.

4. Advanced caption logic for account periods

Overview

ArcReporting was enhanced to allow users to define advanced caption logic for a specific account period associated with a financial statement template via the **Financial Workbook Templates** page. In previous versions of FundSuiteArc, users could only display a specific caption for inception periods less than one year; in version 2.1.0, users can choose an account period for which to display a specific caption for an inception period greater than one year. In addition, users can now select an existing text snippet to serve as the caption for a financial statement column header.

What's New

1. An *Advanced inception caption* check box option was added to the *Fund Information* tab of the **Funds** page, in association with the existing *Inception Date* field.

   a. When the user selects the check box, a grid displays that allows the user to choose the account period (s) that will apply to the caption logic.

b. The user can add an account period to the grid by clicking the *Add item to grid* button (⊞) and specifying the period via the *Inception Date* drop-down list on the dialogue that displays.

i. The user can add multiple account periods to the grid.
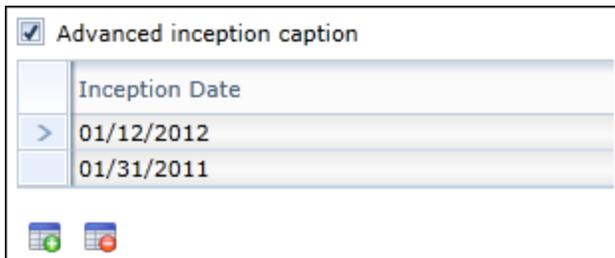
2. A set of *Use Text Snippet* columns was added to the *Caption* sub-tab of the *Financial Statement Templates* tab on the **Financial Workbook Templates** page in association with the each of the existing *Account Period Column Header 1* and *Account Period Column Header 2* columns. The *Use Text Snippet* columns display when the *Account Period* check box option is selected for a template item of type *Column Header*.

a. When the user selects the check box in one of the *Use Text Snippet* columns for a given account period, a *(select snippet)* link displays in the corresponding *Account Period Column Header* column.

i. The user clicks the link to specify a snippet whose text will be used as the column header for the account period.

The **Select Text Snippet** dialogue displays.

ii. The user to specifies the snippet via the *Text Snippet Library* and *Text Snippet* drop-down lists on the dialogue, and then clicks the *Accept* button at lower-right of the dialogue.

The text of the link in the grid on the *Caption* sub-tab reflects the name of the specified library and snippet.

Note:

If the user does not select the *Use Text Snippet* check box for a given account period, no link displays in the corresponding *Account Period Column Header 1* or *Account Period Column Header 2* column, allowing them to enter the caption text in the grid cell as in previous versions of ArcReporting.

b. When the user previews/generates the financial statement via the **Project** page for an account period defined as having an *Advanced inception caption*, the text snippet or manually-entered text specified for the *Inception* account period will display as the column header caption.

Process Changes

No changes to current processes are required.

5. Ability to map class- and fund-level data points to the same calculation sheet item formula

Overview

Users can now map both class- and fund-level data points to the same calculation sheet item formula, when the new *Financial Workbook* option is specified as the calculation sheet item's type.

What's New

In previous versions of ArcReporting, when a user added an item to calculation sheet, they could specify the item's type as either *Class-level* or *Fund-level*. With this enhancement, the *Class-level* and *Fund-level* item type options were combined in a *Financial Workbook* item type. This new option allows the user to map class balances and fund data points to the same calculation sheet item formula.

Example:

1. The user adds an item to a calculation sheet.

2. The user specifies *Financial Workbook* as the **Calculation Sheet Item Type** selection.

3. The user clicks the *Add* button (▣) to add an element to the formula.

The **Add Formula Element** dialogue displays, in which the user may specify any of a number of class- or fund-level data points.
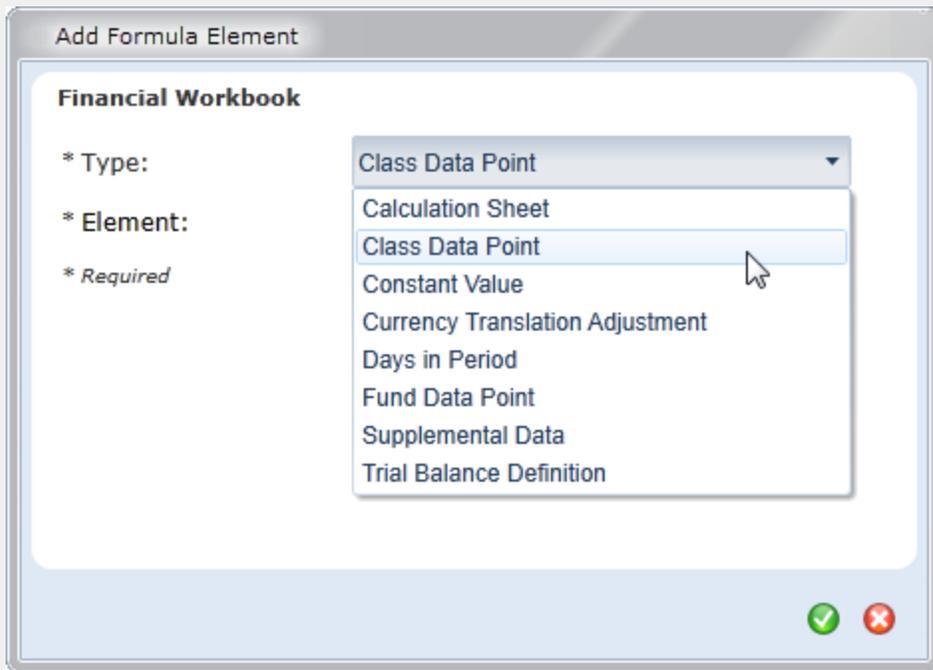
4. The user completes the formula element specification and clicks the *Accept* button (✓) on the dialogue.

Additional Information

The new *Financial Workbook* calculation sheet item type option is available for items on calculation sheets of all types (*i.e.*, *Classes Across*, *Classes Down*, *Currency*, *Multiple Columns* and *N-SAR*).

Process Changes

Upon update to version 2.1.0, all existing calculation sheet items set as either *Class-level* or *Fund-level* will be automatically converted to the new *Financial Workbook* type. Going forward, users will no longer need to create multiple calculation sheet items in order to combine historically *Fund Level* and *Class Level* data points; a combination of these can now be achieved in just one calculation sheet item.

6. Ability to copy an entire calculation sheet

Overview

Users can now export, copy and import existing calculation sheets.

What's New

In previous versions of ArcReporting, a user could only create a new, blank calculation sheet. In version 2.1.0, the *Calculation Sheets* tab of the **Financial Workbook Templates** page was enhanced to allow a user to export calculation sheet settings, and to copy or import an existing calculation sheet as the basis for a new sheet.

1. An *Export calculation sheet* button (🔽) was added at the upper section of the *Calculation Sheets* tab to allow a user to export an existing calculation sheet for use in creating a new calculation sheet.

   a. When a user selects an existing calculation sheet in the *Sheet* drop-down list and clicks the *Export calculation sheet* button, a confirmation message regarding the export displays.

   b. When the user clicks the *Yes* button on the message dialogue, a request is sent to the Output Queue to generate an XML file containing the settings of the selected calculation sheet.

   c. Once the exported calculation sheet file is successfully created, the user can open the Output Queue using the associated button at the upper-right of the screen and save the file to a local or network drive.

2. When the user clicks the existing *Add* button (🔘) at right of the *Sheet* drop-down list on the *Calculation Sheets* tab of the **Financial Workbook Templates** page, a new **Add Calculation Sheet** dialogue displays.

a. The dialogue offers the user three options for creating a new calculation sheet:

   i. Selecting the *Blank Sheet* option (default selection) causes a new, blank calculation sheet to be created.

   A. The user provides a name and an optional description for the new sheet.

   B. The user specifies one of the following types for the new sheet:

   1. *Classes Down*
   2. *Classes Across*
   3. *Currency*
   4. *Multiple Columns*
   5. *N-SAR*

ii. Selecting the *Copy Existing Template* option allows the user to copy an existing calculation sheet within the same database.

A. The user specifies the complex with which the calculation sheet they wish to copy is associated using the *Source Complex* drop-down list.

> **Note:**
> The user can only choose complexes to which they have access via their user account settings.

B. The user specifies the financial workbook template with which the calculation sheet they wish to copy is associated using the *Source Financial Workbook Template* drop-down list.

1. The templates available are only those associated with the designated *Source Complex*.

C. The user specifies the calculation sheet they wish to copy using the *Source Calculation Sheet* drop-down list.

    1. The calculation sheets available are only those associated with the designated *Source Financial Workbook Template*.

D. The user identifies the complex with which the new calculation sheet's template will be associated using the *Target Complex* drop-down list.

> **Note:**
> The user can only choose complexes to which they have access via their user account settings.

    1. The user can choose the same complex as the source calculation sheet or a different complex.

E. The user identifies the financial workbook template with which the new calculation sheet will be associated using the *Target Financial Workbook Template* drop-down list.

    1. The user can choose the same financial workbook template as the source calculation sheet or a different financial workbook template.

iii. Selecting the *Import* option allows the user to import the settings of an existing calculation sheet as the basis for the new calculation sheet.
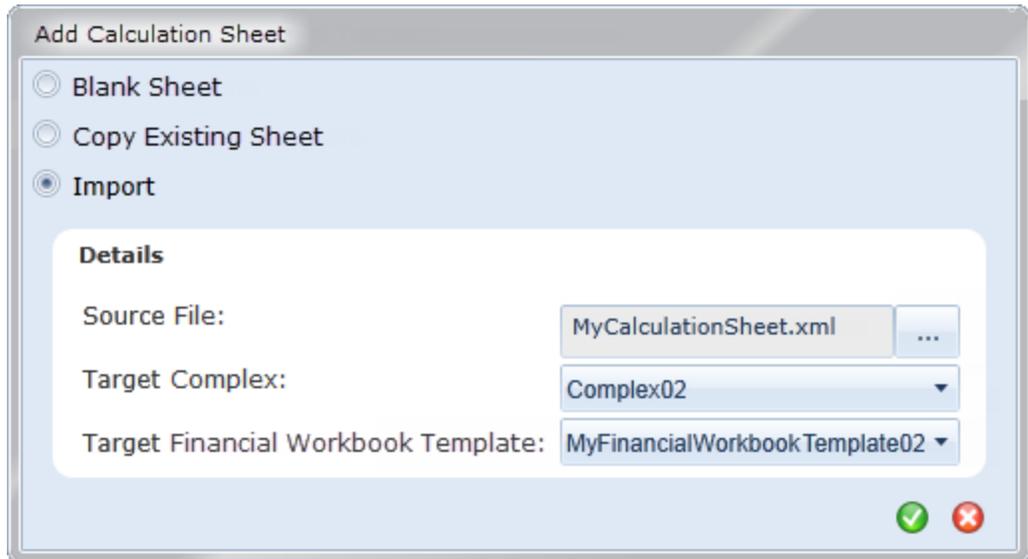
A. The user selects the *Source File* (an XML file that was previously exported from FundSuiteArc) from a local or network drive.

B. The user specifies the complex with which the calculation sheet they wish to copy will be associated using the *Source Complex* drop-down list.

> **Note:**
> The user can only choose complexes to which they have access via their user account settings.

1. The user can choose the same complex as the source calculation sheet or a different complex.

C. The user identifies the financial workbook template with which the new calculation sheet will be associated using the *Target Financial Workbook Template* drop-down list.

1. The user can choose the same financial workbook template as the source calculation sheet or a different financial workbook template.

iv. The user clicks the *Accept* button (●) at lower-right of the dialogue to confirm the selections and a new calculation sheet is created.

b. If, when copying or importing a calculation sheet, one or more elements of a given calculation item's formula are not found in the target complex/financial statement template, the link to those elements will be broken.

i. The following element types may be affected:

   A. *Calculation Sheet*
   B. *Class Data Point*
   C. *Conditional Value*
   D. *Fund Data Point*
   E. *Holdings Category*
   F. *Holdings Category Maturity Range*
   G. *Portfolio Statement Definition*
   H. *Supplemental Data Point*
   I. *Trial Balance Definition*

ii. When a broken element link occurs, the affected calculation sheet item link displays in the tree view pane of the *Calculation Sheets* tab in red text.
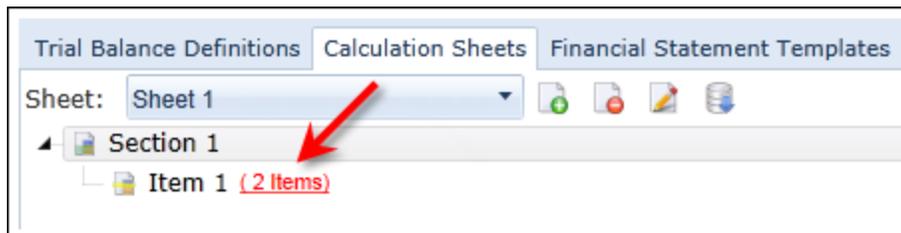
A. When the user clicks the link, all rows of the *Formula* grid representing elements with broken links will display with a red background color on the **Edit Calculation Sheet Item** dialogue.

B. The user cannot edit a formula that contains one or more broken element links; the user must delete any broken formula elements and replace them with valid elements.

iii. When a user navigates to the *Calculation Sheets* tab on the **Financial Workbook** page and selects a sheet that contains one or more broken formula element links, the value displayed in the preview pane for the affected item(s) will be *0.00*.

Process Changes

Users are now able to copy/import existing calculation sheets instead of creating new calculation sheets from scratch.

7. Ability to map multiple value columns to a calculation sheet

Overview

Users can now map multiple value columns independently for a given line item in a calculation sheet. The multiple column values can then be mapped to a financial statement template and displayed in the statement preview and output.

What's New

In previous versions of ArcReporting, users could only map data to one column for a given calculation sheet a line item. In version 2.1.0, user can map multiple columns to one line item.

1. A *Multiple Columns* option was added to the *Type* drop-down list for use when creating new, blank calculation sheets.
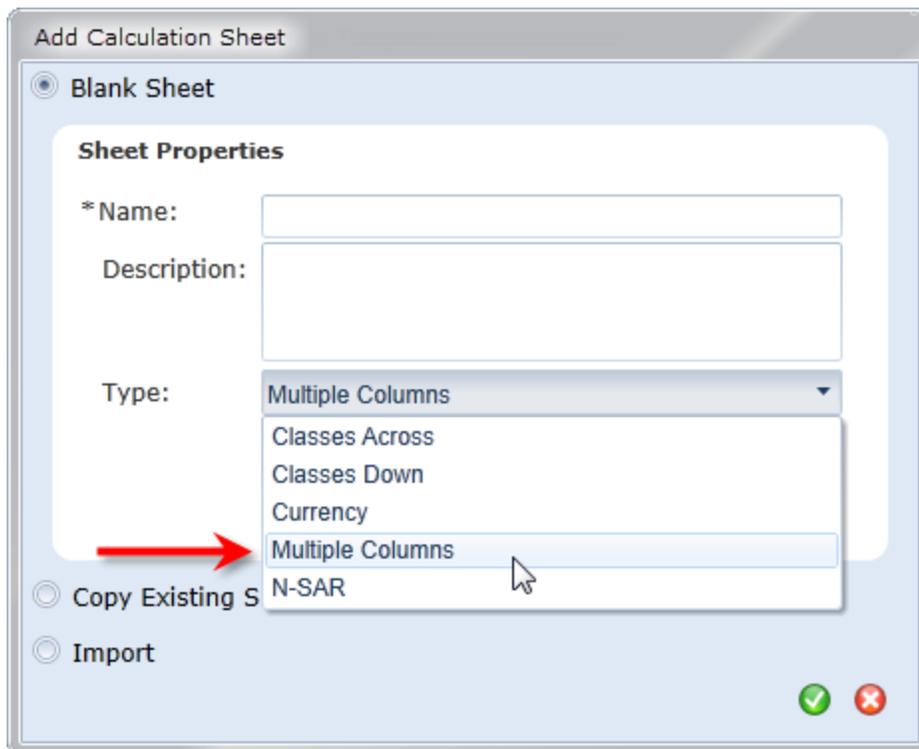
a. When a user selects the *Multiple Columns* option, an associated *Number of Columns* spinner control and *Display total column* check box are displayed, which allow the user to specify the number of columns for the new calculation sheet, and whether or not to display a total column.

Sheet Properties

*Name:	
Description:	
Type:	Multiple Columns ▼
	* Number of Columns [1] ▲▼
	☐ Display total column
	* Required

Note:

- The maximum number of columns allowed is 10. If a user chooses to display a column total, the spinner control will only allow the user to specify up to 9 columns.

- Once a user creates a calculation sheet of type *Multiple Columns*, the *Type* specification cannot be subsequently changed to another type (*e.g.*, *Classes Down*, *Classes Across*, *Currency*, etc.).

2. The **Add Calculation Sheet Item** dialogue associated with calculation sheets of type *Multiple Columns* was enhanced with two new features.

a. A *Column* drop-down list was added to the *Formula* section to allow a user to specify the column for which they are defining a formula.

b. A clickable *Apply To* link was added to the *Formula* section to allow the formula defined for any given column to be copied one or more other columns (overwriting any existing formula(s) that may exist for the selected column(s)).

   i. When a user clicks the link, an **Apply Formula Definition to Other Columns** dialogue displays.
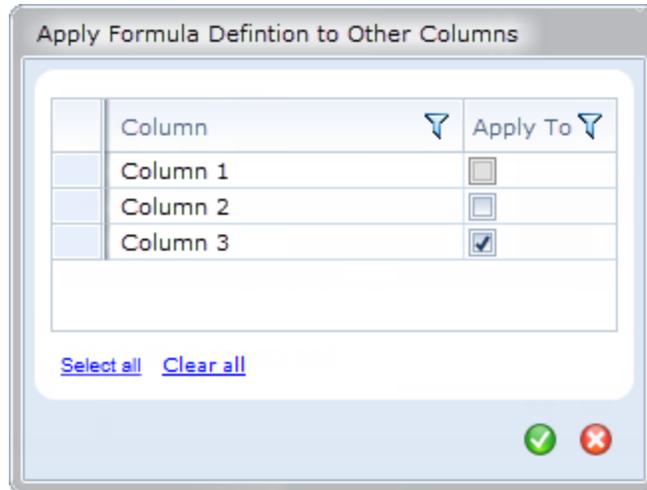
ii. A grid on the dialogue displays all other columns that exist in association with the current calculation sheet item, with a corresponding **Apply To** check box.

iii. After selecting one or more columns to which the current column's settings will be applied and clicking the **Accept** button (✓) on the dialogue, a message displays that asks the user to confirm the action of applying the formula to the other selected column(s).

    A. The message warns the user that any existing formula(s) in the selected column(s) will be replaced and gives the user a chance to cancel the action before it takes effect.

    B. If the user clicks the **Yes** button on the confirmation dialogue, the current column's formula will be copied to the selected column(s).

iv. The user can now select another column from the **Column** drop-down list on the **Add Calculation Sheet Item** dialogue and edit the formula for that column, as needed.

Note:

Items from calculation sheets of type *Multiple Columns* cannot be added to calculation sheets of types *Classes Across*, *Classes Down*, *Currency* or *N-SAR*, nor to other calculation sheets of type *Multiple Columns*.

3. Users can now also create financial statement templates that link to a calculation sheet of type *Multiple Columns*.

    a. When the user selects the **Link to a calculation sheet** check box for a new template and specifies a calculation sheet of type *Multiple Columns* via the corresponding drop-down list, the **Number of Columns** spinner control will be disabled, but will be populated based on the number of columns in the specified calculation sheet.

    i. If the **Display total column** option was selected for the specified calculation sheet, an additional column will be added to the financial statement template **Number of Columns** setting.

b. *Class Assignment/Behavior* and *Sorting* options are available via the **Edit Item Details** dialogue for sections and items contained in templates that are linked to calculation sheets of type *Multiple Columns*.

c. When *<Value>* through *<Value 10>* data points are mapped to the line items of templates linked to a *Multiple Columns* calculation sheet via the **Financial Statement Template Output Settings** page, those values will be reflective of the corresponding columns in the linked calculation sheet.

> **Note:**
>
> Only *Fund by Period* and *Period by Fund* repeat groups are available for use on the template via the **Financial Statement Template Output Settings** page.

> **Note:**
> - Only standard-orientation financial statement templates can be linked to a calculation sheet.
>
> - *Multiple Column* calculation sheet items can only be added to a linked financial statement template. *Multiple Column* calculation sheet items are not available to be added to non-linked financial statement templates.

Process Changes

No changes to current processes are required.

8.   Ability to perform reasonability checks

Overview

ArcReporting was enhanced to allow users to set up checks for reasonableness around data. Once a check is set up, the system provides a *pass* or *fail* indication, based on the check's defined criteria. A new *Mark Reasonability Checks as Reviewed* user right was also added to allow users with the right to flag a given check as having been reviewed.

What's New

1. The existing *Proofing* tab on the **Financial Workbook Templates** page was renamed as *Proofing and Reasonability Checks*, and functionality was added to the tab that allows users set up one or more "checks" to ensure that data being presented is reasonable and meets certain disclosures.

    a. A *View* drop-down list was added at upper-left of the tab to allow a user to switch between *Proofing* and *Reasonability Checks* views.
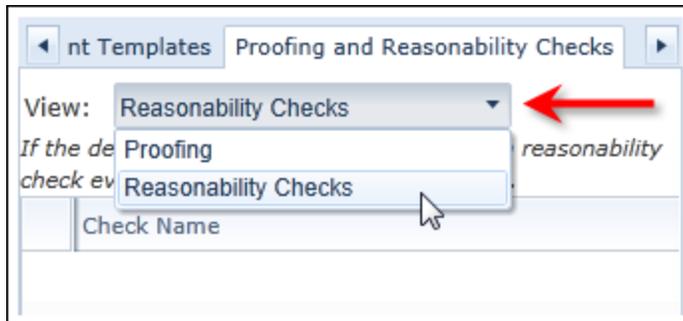
        i. When the *Proofing* view is selected, proofing setup controls that existed in previous releases of ArcReporting are displayed on the tab.

ii. When the *Reasonability Checks* view is selected, a grid is displayed on the tab that allows users to define one or more conditional formulas in association with the template to check the reasonability of its data.
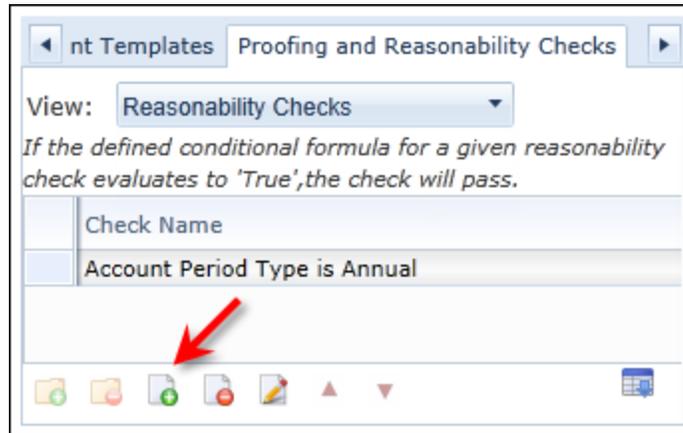
A. A user clicks the ***Add reasonability check*** button ( ) at lower-left of the tab to add a new check.

The **Add/Edit Conditional Formula** pop-up dialogue displays.

B. The user provides a name for the reasonability check and defines a conditional formula.

1. The user can set up multiple conditions if they wish.

2. The user can only set up a *Return Type* of *And* or *Or*; they cannot be mixed.

3. If the conditions of the formula are met, the check will pass.

4. If the conditions of the formula are not met, the check will fail.

c. The user clicks the *Accept* button (⊙) at lower-right of the dialogue to create the check.
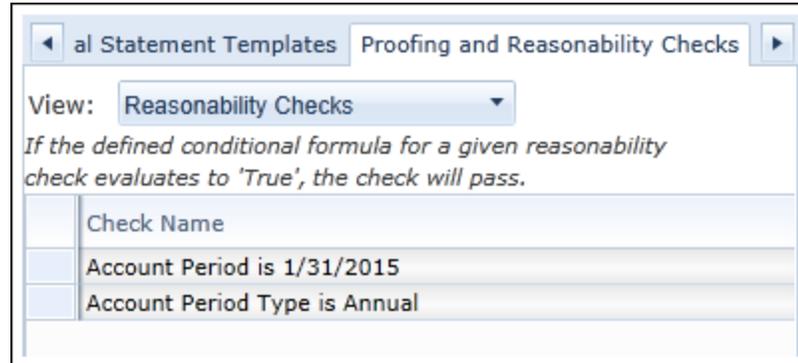
2. Once a user has defined one or more checks for a given financial workbook template, they can see the results on a new *Reasonability Checks* tab on the **Financial Workbook** page.

    a. A *Status* drop-down list is displayed at upper-left of the tab. The user can select from the following options to filter the listing of reasonability checks displayed:

        i. *<All Checks>*
        ii. *Passed*
        iii. *Failed*

    b. A *Refresh data* button (↻) displays at right of the *Status* drop-down list, with which the user can refresh the display pane after changing the drop-down list selection.

    c. The current status of the number of checks passed out of the total amount of checks is displayed.

        i. If all the checks have passed, a green dot displays.

        ii. If any check has failed, a red dot displays.

d. Reasonability checks of the specified *Status* are displayed in a results grid on the tab.
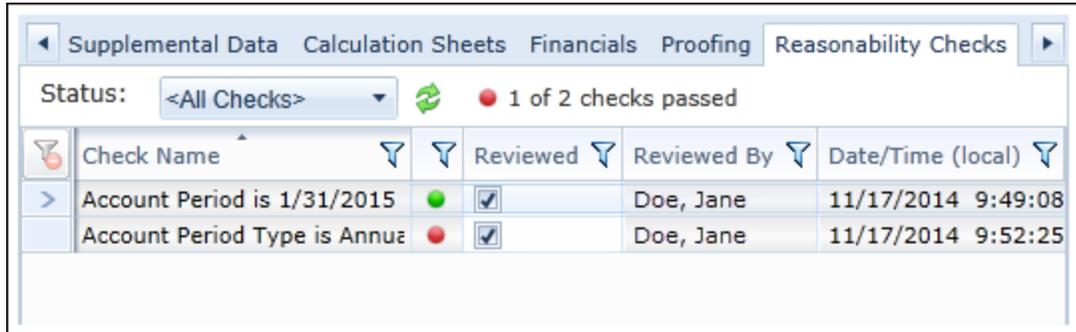
i. Users that are assigned the new *Mark Reasonability Checks as Reviewed* user right (added beneath the existing *Open Financial Workbook Page* user right) can flag any defined reasonability check as having been reviewed by selecting the corresponding check box in the *Reviewed* column of the grid.

A. The name of the reviewer is displayed in the *Reviewed By* column of the grid.

B. The date and time at which the review took place are displayed in the *Date/Time (local)* column of the grid.

> **Note:**
> If a change is made subsequent to a given check's review that causes the check's status to change from *Pass* to *Fail* or from *Fail* to *Pass*, the check box in the *Reviewed* column will be cleared upon calculation of the workbook.

e. A user can click the *Export data* button ( ) at lower-right of the results grid to export the data to a specific file format (*e.g.*, .xml, .doc, .csv, etc.), which can be saved to a local or network drive.

3. The *Supporting Schedules* tab on the **Project** page was enhanced to display the status of any reasonability checks defined for the fund(s) in the project.

a. A *Reasonability Check Summary* column was added to the grid on the tab.

    i. This column displays the number of defined reasonability checks for a given fund, and how many have passed.

b. A *Check Reviewed* column was added to the grid.

    i. This column displays whether or not the defined checks for the fund have been reviewed.

        A. If all checks for the fund have been reviewed, the column displays a selected check box (☑).

        B. If only some checks for the fund have been reviewed, the column displays a partially-selected check box (⊟).

c. A *View Reasonability Checks* link was added at upper-right of the tab to allow users to go directly to the *Reasonability Checks* tab of the **Financial Workbook** page.

Process Changes

No changes to current processes are required.

9. Financial Statement Mapping Audit Report

Overview

The ability to export a Financial Statement Mapping Audit Report in Excel format was added to the **Financial Workbook** page. The report offers information pertaining to where each line item is mapped and (if applicable) the child(ren) of each item, down to 5 levels.

What's New

An *Export financial statement mapping audit report* button ( ) was added at lower-right of the **Financial Workbook** page.

1. When a user clicks the new export button, a dialogue displays that allows the user to specify an export profile and generate an export file in Excel (XLS) format.
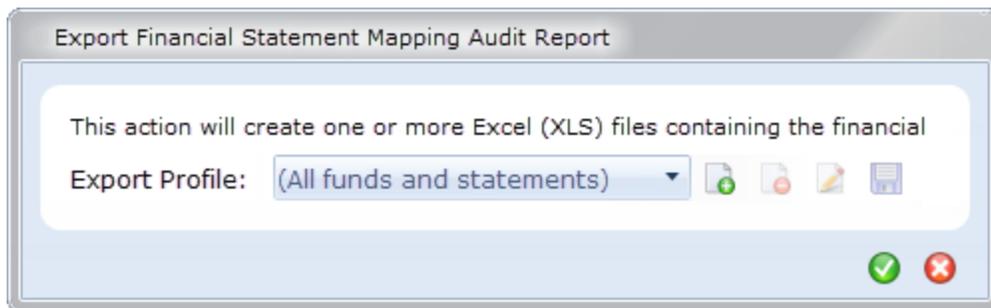
a. The default export profile option is *(All funds and statements)*. This option allows the user to export all the financial statement templates contained in the financial workbook template associated with the complex, fund and account period specified in the fund selection bar at the top of the screen.

b. The user can specify the *(User-defined)* option to generate an "on-the-fly" (*i.e.*, one-time-use) export.
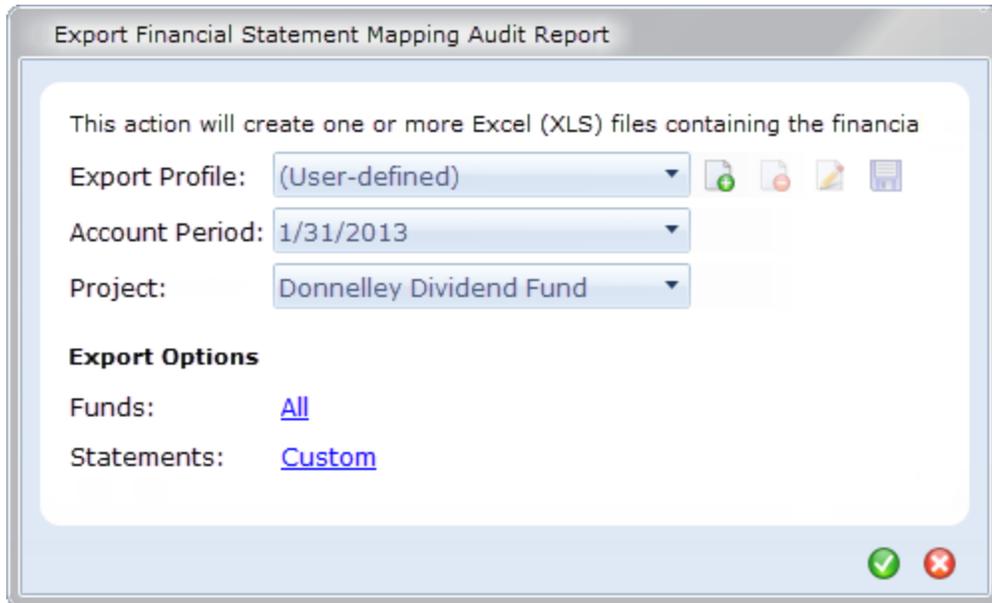
i. When the *(User-defined)* option is specified, the user can also specify a particular account period and project for which funds and statements will be exported.

ii. By default, all funds and statements associated with the specified account period and project will be exported, however the user can click the respective links at right of the *Funds* and *Statements* labels to specify some subset of funds and/or statements.

A. When the link at right of the *Funds* label is clicked, the **Funds To Export** dialogue displays.
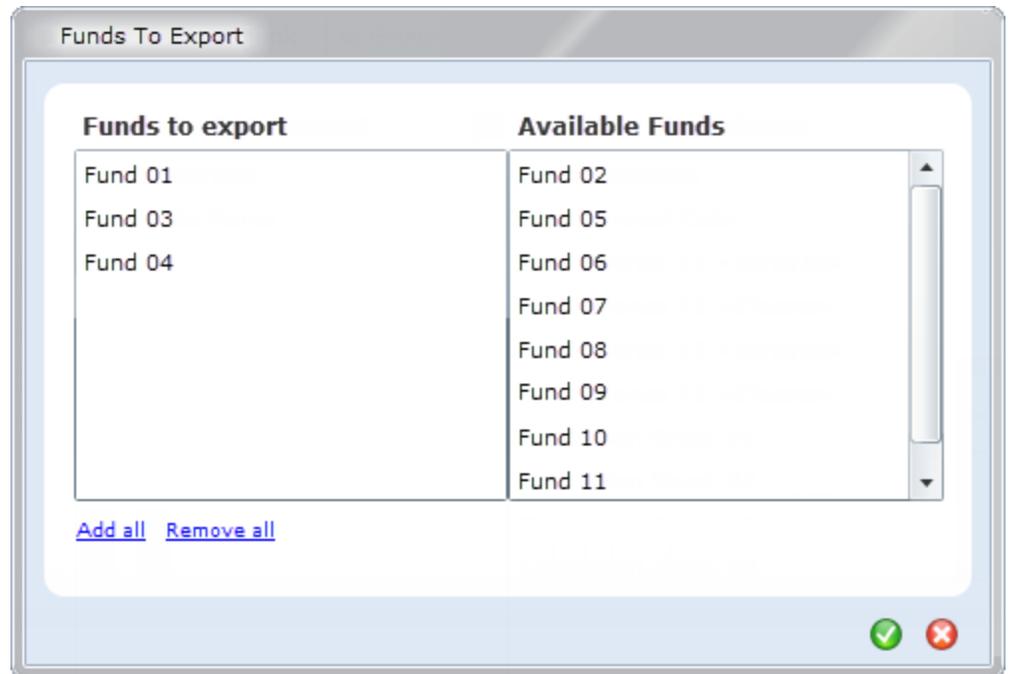
1. The *Available Funds* list box at right of the dialogue contains a listing of all the available funds associated with the specified project. The user can drag-and-drop the desired fund(s) from the *Available Funds* pane to the *Funds to export* pane at left.

    a. Only the fund(s) added to the left pane of the dialogue will be contained in the export file.

2. Once the user has selected the desired fund(s) to export and clicks the *Accept* button (✓) at lower-right of the dialogue, the text of the link at right of the *Funds* label changes to *Custom* to alert the user that some subset of funds (not all) have been chosen for export.

B. When the link at right of the *Statements* label is clicked, the **Statements To Export** dialogue displays.

1. The *Available Statements* list box at right of the dialogue contains a listing of all the available statements associated with the specified project. The user can drag-and-drop the desired statement(s) from the *Available Statements* pane to the *Statements to export* pane at left.

   a. Only the statement(s) added to the left pane of the dialogue will be contained in the export file.

2. Once the user has selected the desired statement(s) to export and clicks the *Accept* button (✔) at lower-right of the dialogue, the text of the link at right of the *Statements* label changes to *Custom* to alert the user that some subset of statements (not all) have been chosen for export.

c. Any predefined export profiles created by the current user or other users will also be available for selection in the *Export Profile* drop-down list.

d. Users that are granted the new *Add/Edit/Delete Financial Statement Mapping Audit Report Export Profiles* user right can create new export profiles and manage those and other existing profiles by means of the **Add**, **Delete**, **Edit** and **Save** buttons at right of the **Export Profile** drop-down list.

i. A user can click the **Add** button (🔲) to create a new export profile that will be saved and available for future use.

Add Financial Statement Mapping Audit Report Export Profile

Export Profile: Equity Funds
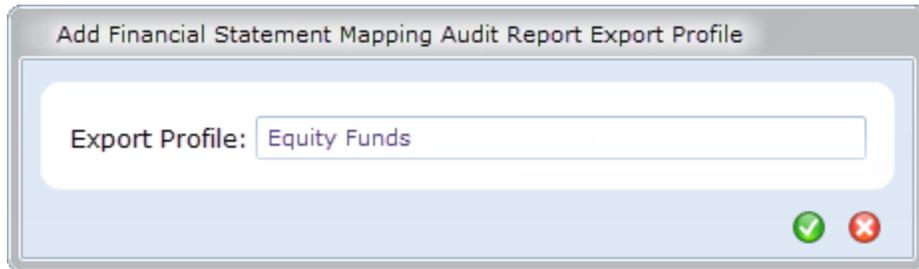
A. The user first provides a unique name for the profile.

B. The user then specifies the fund(s) and statement(s) they would like to be part of the custom export.
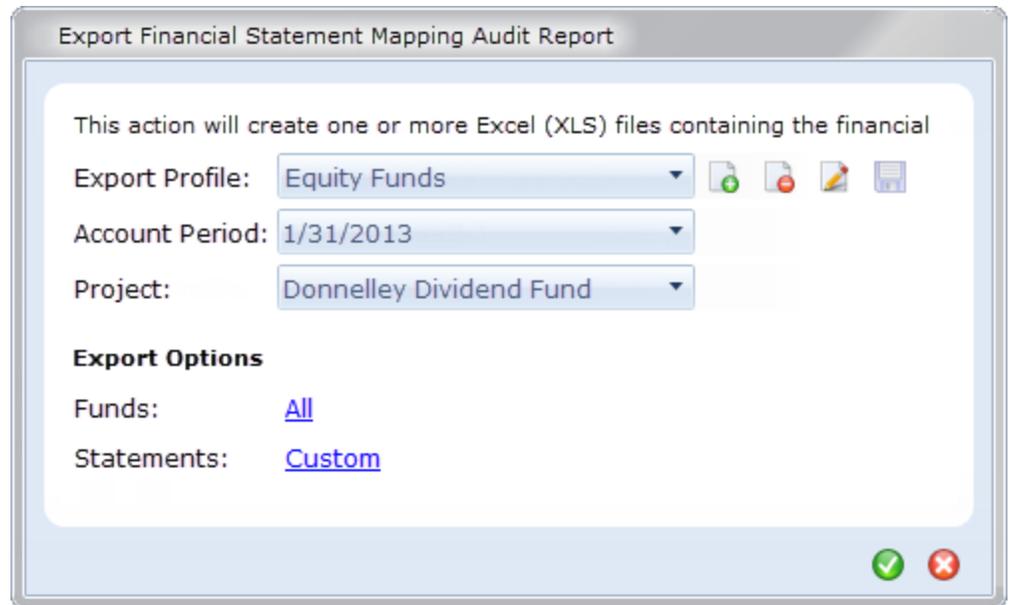
Export Financial Statement Mapping Audit Report

This action will create one or more Excel (XLS) files containing the financial

Export Profile: Equity Funds
Account Period: 1/31/2013
Project: Donnelley Dividend Fund

Export Options

Funds: All
Statements: Custom

ii. When any user-created export profile is selected in the drop-down list, users can click the *Delete* button (🗑) to delete that profile.

iii. When any user-created export profile is selected in the drop-down list, users can click the *Edit* button (✏) to edit the name of the profile.

A. Users can also change the other properties of an existing user-created export profile (without the need to click the *Edit* button) by means of their respective drop-down lists and links.

iv. When a new export profile is being created, or when any existing profile is selected in the drop-down list, users can save changes to the profile by clicking the *Save* button (💾). All saved profiles are available for future use by any FundSuiteArc user with access to the **Financial Workbook** page.
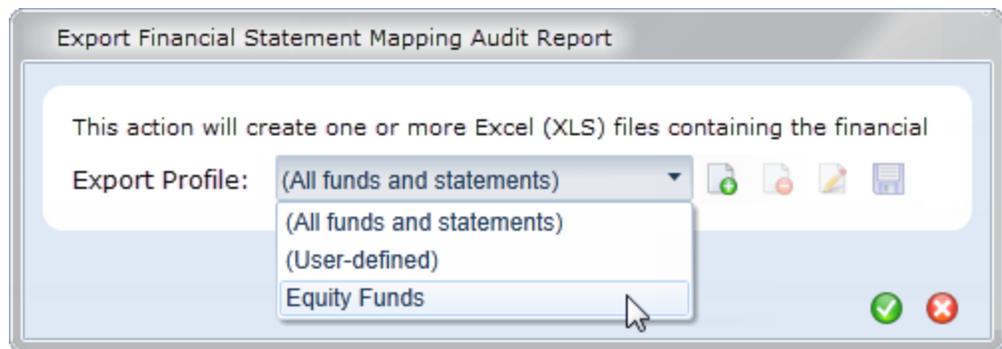
2. When the user clicks the *Accept* button (✅) at lower-right of the **Export Financial Statement Mapping Audit Report** dialogue the export process begins, based on the specified export profile settings.

a. A notification message displays to indicate that the export request was sent to the Output Queue.

b. The user can retrieve the export file from the Output Queue when the file is successfully created.

3. The export will produce one ZIP archive that contains one Excel (XLS) file for each fund selected for export. Each Excel file contains one worksheet (tab) for every statement specified for export.

a. The Excel file for each fund contains the following information:

i. A header section that indicates the complex, fund group, fund, financial workbook template, financial statement template, account period, report run date, and the name of the user who generated the report.

ii.   The audit report for each statement contains 13 columns of detail.

    A.   Column A - *Name*

        1.   This column displays the financial statement name in the header and each line item from the financial statement.

    B.   Column B - *Mapping Level*

        1.   This column displays the mapping level down to five levels.

           a.   Level 1 is the direct mapping of the financial statement line item.

           b.   If Level 1 returns a calculation sheet item or calculation sheet section total, Level 2 will be displayed.

               i.   For the calculation sheet item, it will display the underlying formula information.

               ii.   For the calculation sheet section total, all the underlying calculation sheet items within that section will be displayed.

           c.   If Level 2 returns a calculation sheet item or calculation sheet section total, the above steps will be repeated down to Level 5.

               i.   The report will stop at the level that returns a trial balance item, trial balance section total, trial balance sub-section total, holdings, portfolio statement template, supplemental data, class balance, fund balance, constant value, or days in period.

    C.   Column C - *Item Origin*

        1.   This column contains the origin and information for each account that makes up the financial statement line item.

    D.   Column D - *Beginning Balance*

        1.   This column contains the beginning balance, if applicable, for each Item origin.

E. Column E - *Cumulative Debits*

  1. This column contains the cumulative debits for the trial balance accounts.

      a. For all other types, this column will be *0*.

F. Column F - *Cumulative Credits*

  1. This column contains the cumulative credits for the trial balance accounts.

      a. For all other types, this column will be *0*.

G. Column G - *Ending Balance (Raw)*

  1. This column contains the ending balance (raw) for each of the line items.

H. Column H - *Ending Balance (Rounded)*

  1. This column contains the ending balance (rounded) for each of the line items.

I. Column I - *Ending Balance (Footed)*

  1. This column contains the ending balance (footed) for each line item.

J. Column J - *Operator*

  1. This column contains the operator from the calculation sheet item.

K. Column K - *Account Period*

  1. This column contains the account period from the calculation sheet item.

L. Column L - *Class Code/Currency Code*

  1. This column contains the class/currency code from the calculation sheet item setting or from the repeat group in a repeat by currency or repeat by class scenario.

M. Column M - *Debit/Credit*

  1. This column contains whether the trial balance account is a debit or credit balance.

Process Changes

No changes to current processes are required.

10. Ability to reclass fund-, class- or currency-level general ledger accounts following dataload

Overview

Functionality was added that allows users to override fund-, class- or currency-level general ledger accounts after data for the accounts has been loaded into FundSuiteArc. Users can clear out the ending general ledger balances and reclass them from fund-level to class-/currency-level, or from class-/currency-level to fund-level.

What's New

In previous versions of ArcReporting, after balances were loaded to a certain level (fund or class/currency) a user could not make manual journal entries to the other levels. If a user loaded data to fund-level accounts, they could not make journal entries to the class or currency level of that account. With this enhancement, a user can now clear out the current ending general ledger balances and reclass them to another level via the **Financial Workbook** page.

> **Note:**
> These changes are tracked on the General Ledger Transactions report to ensure there is an audit trail.

1. Users that are assigned the new *Change Account Balance Level* user right (added beneath the existing *Open Financial Workbook Page* user right) can now right-click a class- or currency-level account on the *Trial Balance* tab of the **Financial Workbook** page and select a new *Reclass to fund level* context menu option.

   a. When the user selects the new option, a confirmation message displays to ensure that the user wishes to reclass balances to the fund level.

b. If the user clicks the **Yes** button on the confirmation dialogue, the current class- or currency-level accounts will be zeroed out and the balances will be moved to the fund-level account once the workbook is calculated again.

2. Users that are assigned the new *Change Account Balance Level* user right (added beneath the existing *Open Financial Workbook Page* user right) can now right-click a fund-level account on the **Trial Balance** tab of the **Financial Workbook** page and select a new *Reclass to class level* or *Reclass to currency level* context menu option, dependent on the account type of the selected account.
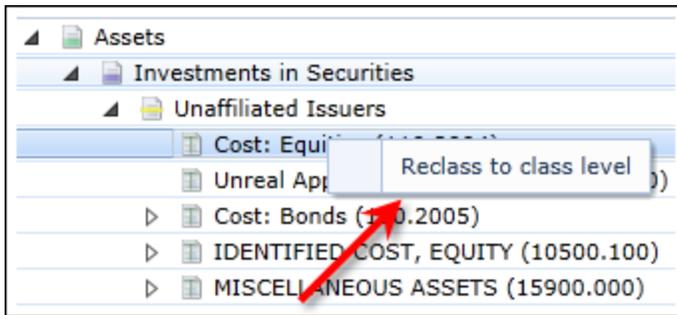
a. When the user selects the new option, a confirmation message displays to ensure that the user wishes to reclass balances to the class or currency level.

b. If the user clicks the **Yes** button on the confirmation dialogue, another dialogue displays through which the user can reclass the fund balance to different classes/currencies.
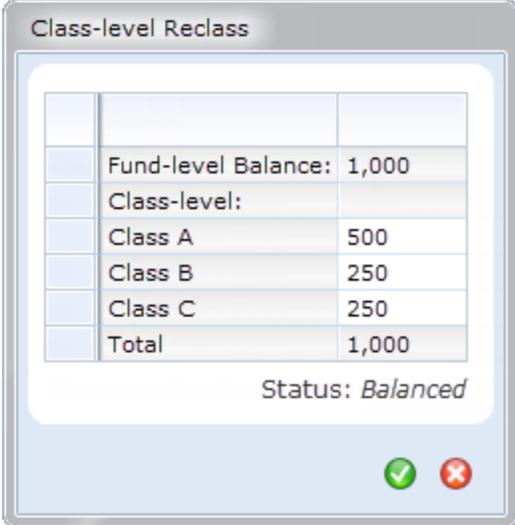
i.   The user can enter the allocation amounts for each class/currency in the cells of the right column of the grid on the dialogue.

A.   The allocation must be balanced, and a **Status** is displayed below the grid to let the user know whether or not it is.

1.   If a user attempts to save an *Out of Balance* allocation, a notification dialogue displays to alert them to that fact.

ii. Once the user makes a balanced allocation and clicks the ***Accept*** button (🗸), the fund-level balance will be cleared out and reclassed to the class- or currency-level accounts once the workbook is calculated again, based on the allocation the user specified.

Process Changes

No changes to current processes are required.

11. Ability to load and manage financial workbook data by balance type

Overview

Users can now load financial data multiple times for the same fund and account period. In these cases the financial workbook mapping is the same, but the financial balance information (*e.g.*, trial balance, fund balance, class balance, etc.) is different. A user can view and adjust different sets of data on the **Financial Workbook** page and create projects for each set. This functionality complements the existing ability to load fund holdings data multiple times for the same fund and account period, which was introduced in the version 1.9.0 product release.

What's New

1. A new *BalanceTypeCode* field was added to the Excel data import and FTP dataload source file structures for Class Information, Fund Information, General Ledger and General Ledger Transactions.

    a. If a value is provided for the field in the import source file for any given row, it is considered valid if it matches the *Code* value of any balance type defined in the Balance Types library, and the data in that row is loaded in association with that balance type.

    b. If no value is provided in the import source file for a given row, data in that is loaded in association with the "default" balance type and no warnings nor errors are logged.

    c. If an invalid value is provided in the import source file for a given row (*i.e.*, a value that does not match the *Code* of any balance type in the Balance Types library), data for that row is not loaded and an error message is logged to indicate the failure of data for that row to load.

2. A new *Balance Type* drop-down list was added to the Financial Workbook Settings section at upper-left of the **Financial Workbook** page.
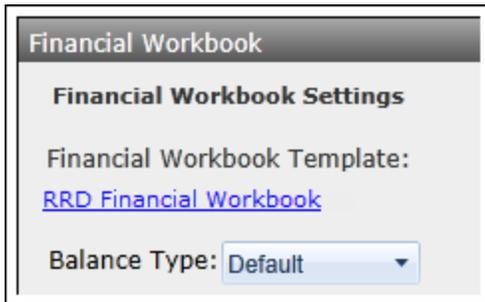
a. Available selections include all balance types that exist in the Balance Types library, in ascending order by balance type name.

b. Data associated with the selected balance type display on each tab of the **Financial Workbook** page.

i. If data for only one balance type is loaded for the specified fund and account period, then that balance type is selected by default when the **Financial Workbook** page opens.

ii. If data is loaded for more than one balance type for the specified fund and account period, no balance type is selected in the drop-down list by default when the **Financial Workbook** page opens; the user must select one of the available balance types from the drop-down list.

iii. Any changes made pertaining to financial workbook mapping are reflected for all funds/balance types for the corresponding workbook template.

c. The drop-down list is disabled when the **Financial Workbook** page is in an unsaved state (preventing any change of the selection by the user).

3. The *Balance Type* selection specified for a project's associated template will now determine the values shown in project preview and output for financial and portfolio statements.

a. The following data points, when mapped in template output settings, snippets, footnotes or conditional data points, will look to the project template's specified balance type for their respective display values; all other data points are not balance type-specific:

i. Calculation sheet items

ii. Class data point values

A. Text related to class setup is not balance type-specific.

      iii.   Fund data point values

          A.   Text related to fund setup is not balance type-specific.

      iv.   Supplemental data

       v.   Trial balance definition items

      vi.   Holdings values

Note:
- Snippet text and general ledger or holdings footnote text is not balance type-specific.

- Chart components, if linked to a statement, will pull from the balance type set at the project level. If a chart is unlinked it will pull the values that were loaded into that particular instance of the project.

Example:
- A monthly and fiscal year end report are both required for 12/31/2014.

- Users can load the monthly data set into the 12/31/2014 account period using a balance type that represents that sort of data (*e.g.*, named *Monthly*).

- Users can load the fiscal year end data set into the same account period using a balance type appropriate for that sort of data (*e.g.*, named *Annual*).

Additional Information

- The updates discussed in this section were only made to the ArcReporting product; ArcFiling clients should only use the "default" balance type for all data imports.

- Supplemental data cannot be loaded in association with different balance types, however users can manually add supplemental data to financial statements for different balance types.

Process Changes

No changes to current processes are required, although users will need to add balance types to the Balance Types library and adjust data imports as necessary to begin using this functionality. When loading data, users must ensure that they use the updated data load files, which now have an additional column added to them.

12. Ability to reference additional fields when mapping a formula-type item to a "Portfolio Statement Definition" calculation sheet item

Overview

Users may now choose from additional fields when mapping a portfolio statement template item of type *Formula* to a *Portfolio Statement Definition* calculation sheet item. Previously, **Market Value** was the only available field value to return.

What's New

A **Value** drop-down list was added to the **Add Formula Element** dialogue for calculation sheet items of type *Portfolio Statement Definition*. The specified **Value** selection dictates which field's value from the specified portfolio statement template item should be returned for the calculation sheet item formula element.

1. A **Value** field selection is a required field for any formula elements that are added going forward; any formula elements in existing calculation sheet items will have a **Value** selection of *Market Value* (*i.e.*, the value used in previous versions of ArcReporting) following database update to version 2.1.0.
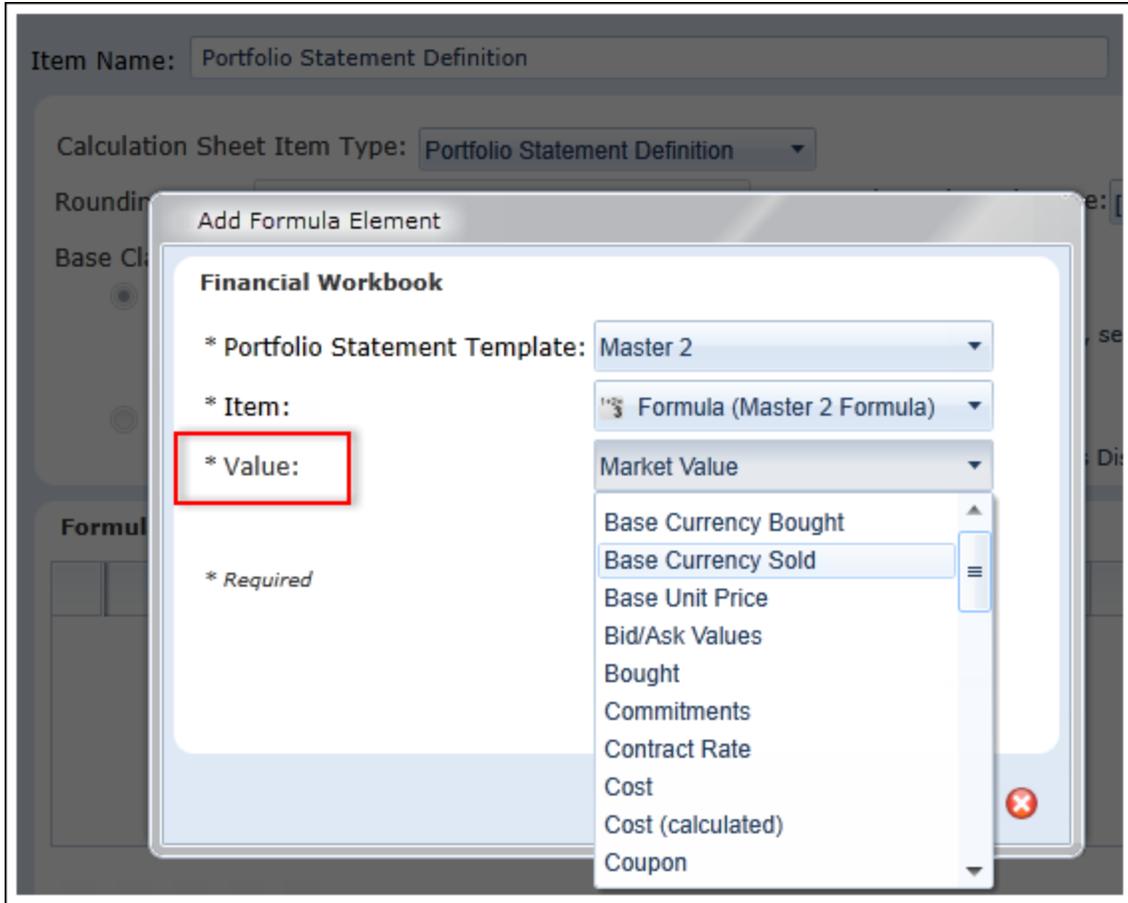
2. The following fields are available for selection in the *Value* drop-down list:

Accrued Interest	Exchange Rate	Multiplier	Purchase Cost
Base Currency Bought	Exclude Capital Support Value	Notional Amount	Shares
Base Currency Sold	Fair Value	Option Premium	Sold
Base Unit Price	Include Capital Support Value	Percent of Net Assets	Sold Amount Base

Bid/Ask Values	Local Cross Trade	Percent of Par	Sold Amount Local
Bought	Local Currency Bought	Percent of Total Investments	Strike Price
Commitments	Local Currency Sold	Price Ask	Unrealized Value
Contract Rate	Local Unit Price	Price Bid	Unrealized Value (calculated)
Cost	Market Value	Proceeds	Yield
Cost (Calculated)	Market Value Ask	Purchase Amount Base	
Coupon	Market Value Bid	Purchase Amount Local	

3. The specified *Value* field will be displayed in the *Formula* grid of the **Add Calculation Sheet item** dialogue, as seen in the example below in which the *Notional Amount* value was specified:

Process Changes

No changes to current processes are required. Existing formula elements for calculation sheet items of type *Portfolio Statement Definition* will be set with a *Value* selection of *Market Value* by default upon database update to version 2.1.0.

13. Enhanced auto-reclassification functionality

Overview

Users can now reclassify trial balance items on a class and currency basis, as well as on a trial balance item level (which was the standard prior to the version 2.1.0 product release).

What's New

1. A *Reclass on* option button set was added to the **Add/Edit Trial Balance Definition Item** dialogue, in association with the existing *Auto Reclass Account* check box option. The available options allow users to reclassify trial balance definition items based on the item's total (existing functionality), or based on currency or class.

    a. When *Total* is specified as the option upon which to reclass the trial balance item, the following logic is applied:

i. Each account in the trial balance item selected for reclass is debited/credited for the entire value, in order to create a raw ending value equal to zero for each (the item, therefore, will also have an ending raw value of zero).

A. If a given original account in the trial balance item has class-level balances loaded, the debits and credits are made so that each class ending balance equals zero.

B. If a given original account in the trial balance item has a fund-level (*All Classes*) balance loaded, the debit/credit adjustment is made at the fund level so that the ending balance equals zero.

C. If a given original account in the trial balance item has currency-level balances loaded, the debits and credits are made so that each currency ending balance equals zero.

D. This logic is applied to all accounts contained within the trial balance item selected for reclass.

ii. After all accounts in a given trial balance item have been zeroed-out, the sum of those account balances is applied as a single adjustment batch to the specified reclass account.

b. When *Currency/Class* is specified as the option upon which to reclass the trial balance item, the following logic is applied:

i. Accounts in the trial balance item selected for reclass will reclassify each currency or class independently, based on the sum of the currency/class within the trial balance item.

A. **Class-level:** If all original accounts in the trial balance item had class-level balances loaded and the reclass account does not have any balance loaded or currently has balances loaded at the class level, the entry to the specified reclass account is done by class.

1. One debit or credit is made for each class, equal to the sum of the original account balance(s) at each class level.

a. All of the adjustments are contained within one adjustment batch.

2. If the reclass account already has a *<None/All>* (*i.e.*, fund-level) balance and the entry can't be made at the class level, the class information for the trial balance item accounts is aggregated and a single fund-level debit or credit is made to the

reclass account, equal to the sum of the original account balance(s) of all classes.

3. If the reclass account already has currency-level balances and the entry can't be made at the class level, the class information for the trial balance item accounts is aggregated and a single fund-level debit or credit is made to the reclass account, equal to the sum of the original account balance(s) of all classes.

B. **Fund-level:** If all original accounts in the trial balance item had a fund-level (*All Classes*) balances loaded and the reclass account does not have any balance loaded or currently has balances loaded at the fund level, the entry to the specified reclass account is done at the fund level.

1. A single fund-level debit or credit is made to the reclass account, equal to the sum of the original account balance(s).

2. If the reclass account already has class-level balances and the entry can't be made at the fund level, a single class-level entry is made to the first active class associated with the fund that has data loaded. The "first" class is identified as the first class in an alphabetical listing by *Class Name*.

3. If the reclass account already has currency-level balances and the entry can't be made at the fund level, a single currency-level entry is made to the first active currency associated with the fund that has data loaded. The "first" currency is identified as the first currency in an alphabetical listing by *Currency Code*.

C. **Currency-level:** If all original accounts in the trial balance item had currency-level balances loaded and the reclass account does not have any balance loaded or currently has balances loaded at the currency level, the entry to the specified reclass account is done by currency.

1. One debit or credit is made for each currency, equal to the sum of the original account balance(s) at each currency level.

   a. All of the adjustments are contained within one adjustment batch.

2. If the reclass account already has a *<None/All>* (*i.e.*, fund-level) balance and the entry can't be made at the currency level, the currency information for the trial

balance item accounts is aggregated and a single fund-level debit or credit is made to the reclass account, equal to the sum of the original account balance(s) of all currencies.

3. If the reclass account already has class-level balances and the entry can't be made at the currency level, a single currency-level entry is made to the first active currency associated with the fund that has data loaded. The first currency is identified as the first currency in an alphabetical listing by *Currency Code*.

D. **Class-, Currency- and/or Fund-level (mixed):** If some of the original accounts in the trial balance item had fund-level (*All Classes*) balances loaded, some had class-level balances loaded and/or some had currency-level balances loaded, one the following actions will occur, based on the type of existing balances (if any) for the specified reclass account.

1. If there is no balance currently loaded in the specified reclass account, the entry to that account is made at the fund level (per the *Fund-level* section above).

2. If balances are currently loaded at the fund level for the specified reclass account, the entry to that account is made at the fund level (per the *Fund-level* section above).

    a. Any original balances loaded at the class or currency level is summed together and included in the other fund-level adjustment.

3. If balances are currently loaded at the class level for the specified reclass account, the entry to that account is made at the class level (per the *Class-level* section above).

    a. Any original balances loaded at the fund level are applied to the first class (alphabetically) of the specified reclass account.

4. If balances are currently loaded at the currency level for the specified reclass account, the entry to that account is made at the currency level (per the *Currency-level* section above).

    a. Any original balances loaded at the fund level are applied to the first currency (alphabetically) of the specified reclass account.

2. If a trial balance item on any given trial balance tab of the **Financial Workbook** page has the *Currency/Class* reclass option selected and is to be reclassified, the total line of the section containing the currency or class will display an orange background color (the line representing the individual currency/class will not display an orange background color).

Process Changes

No changes to current processes are required; existing auto reclass definitions will have the *Total* reclass option specified by default upon database update to version 2.1.0, such that the definitions will behave as they have historically.

14. Display category captions based on categories held

Overview

New options were added with respect to portfolio statement template "exception" categories that allow greater flexibility in the display of the exceptions' respective captions. In conjunction with the use of the *Combine and rename exception categories* option, users now have an option to *Display Category Caption based on categories held*. This feature allows users to specify the display in project preview/output of only the excepted categories that contain values for the given fund and account period, in a combined caption. Users can designate the character(s) that will separate multiple category records, an associated *Total* category caption, as well as whether or not to use a category's standard caption when it is the only one among the list of excepted categories to contain holdings.

What's New

Captioning functionality on the **Add/Edit Category Exception** pop-up dialogue was augmented by adding the options discussed below:

1. The existing *Combine and rename exception categories* functionality (made available in ArcReporting version 2.0.0) is still available, but is now set up by selecting the new *Display Static Caption* option button beneath the *Combine and rename exception categories* check box and providing the corresponding *Caption* and *Total Caption* text values.

2. A new *Display category caption based on categories held* option button was added beneath the existing *Combine and rename exception categories* check box.

    a. The category caption will be determined by the categories added to the existing *Excepted Category (ies)* list box on the **Add/Edit Category Exception** dialogue.

        i. To add categories to the list box, drag-and-drop them from the *Available Categories* list box at right of the dialogue.

        ii. Users can now specify the order in which the excepted categories appear in the caption using the new *Move item up* and *Move item down* buttons under the *Excepted Category(ies)* list box.

b. The user must define a value in the *Separator* field, which will display between each excepted category name in the caption (*e.g.*, *,* (<comma><space>)) could be specified so that a comma followed by a space separates each category in the list when the caption is displayed in project preview and output).

c. The user must also define a *Last Separator* value if there should be a unique separator inserted between the final two categories in the list when the caption is displayed in project preview and output.

d. The user must provide a *Total Caption* value to dictate the text that will be used for the total line for the combined categories.

Note:

The existing *Use category caption for single category* option allows for the standard, single-category caption to be used rather than a static caption or a delimited list, if the fund contains holdings for a single category amongst the defined *Excepted Category(ies)* for a given account period.

Example:

A user chooses the option to *Display category Caption based on categories held* with the following criteria:

Edit Category Exception

Category Exception

Exception Name: | Industry Exception

Item Type: ☐ Exception

Category Type: GICs Industry

Library: Eagle GICS (GI)

Excepted Category(ies)

Distributors
Media
Textiles, Apparel & Luxury Goods

Available Categories

Semiconductors & Semiconductor
Software
Specialty Retail
Technology Hardware, Storage & Peripher
Tobacco
Trading Companies & Distributors
Water Utilities

▲ ▼

☑ Combine and rename exception categories

◉ Display Static Caption

Caption : [   ]

Total Caption : [   ]

◉ Display Category Caption based on categories held

Separator : [,]

Last Separator : [and]

Total Caption : [Total]

☑ Use category caption for single category

- Excepted categories are *Distributors*, *Media*, *Textiles, Apparel & Luxury Goods*.

- The specified *Separator* value is *,* (<comma><space>).

- The specified *Last Separator* value is *and* (<space>and<space>).

- The specified *Total Caption* value is *Total* (Total<space>).

- The *Use category caption for single category* check box is selected.

Expected outcome for the following scenarios:

- Fund contains holdings for all three categories.

    o Category Caption: *Distributors, Media and Textiles, Apparel & Luxury Goods*

    o Category Total Caption: *Total Distributors, Media and Textiles, Apparel & Luxury Goods*

- Fund contains holdings for only two categories: *Distributors* and *Media*.

    o Category Caption: *Distributors and Media*

    o Category Total Caption: *Total Distributors and Media*

- Fund contains holdings for a single category of *Distributors*.

    o Category Caption: *Distributors*

    o Category Total Caption: *Total Distributors*

Process Changes

No changes to current processes are required.

15. Enhanced tabular data table formatting options within projects

Overview

Additional formatting options are now available to users when editing an unlinked tabular data component via the **Project** page. Users can import, edit, and format rows and columns within the table. A new text editor is also available, which allows users to format specific pieces of text within a given table cell.

What's New

1. The following buttons, with their respective functionality, are now available to users when they edit an unlinked tabular data component on the **Project** page:

    a. Import data (🖼)

        i. This button allows the user to import data from an Excel (.xls or .xlsx) source file to the table.

        > **Note:**
        > Users will not be able to import a table's header row; the contents of the header must be entered via the text editor.

    b. Clear all data (🖼)

        i. Clicking this button clears all data that exists within the table.

    c. Insert row above (🖼)

        i. Clicking this button adds a new, blank row above the currently-selected row within the table.

    d. Insert column at left (🖼)

        i. Clicking this button adds a new, blank column at left of the currently-selected column within the table.

    e. Remove row (🖼)

        i. Clicking this button deletes the currently-selected row from the table.

        > **Note:**
        > Tables must have at least one row; users will not be able to delete a row if only one is present.

f. Remove column ( )

   i. Clicking this button deletes the currently-selected column from the table.

   > **Note:**
   > Tables must have at least one column; users will not be able to delete a column if only one is present.

g. Move row up ( )

   i. Clicking this button moves the currently-selected row up within the table, relative to other rows.

h. Move row down ( )

   i. Clicking this button moves the currently-selected row down within the table, relative to other rows.

i. Move column left ( )

   i. Clicking this button moves the currently-selected column to the left within the table, relative to other columns.

j. Move column right ( )

   i. Clicking this button moves the currently-selected column to the right within the table, relative to other columns.

k. Span cells ( )

   i. Clicking this button opens the **Span Cells** pop-up dialogue, through which users can span columns and/or rows within the table.

Span Cells

Span Area Details

Start Column: 6
Number of Columns to Span: 3
Start Row: 10
Number of Rows to Span: 2
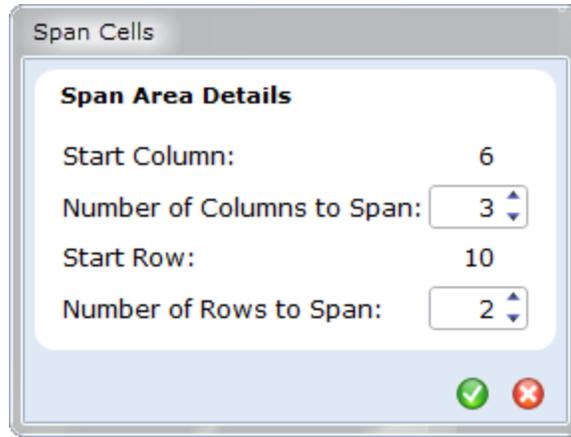
l. Remove span (▦)

   i. Clicking this button removes the selected spanned cell area.

m. Format cell (▦)

   i. Clicking this button opens the **Format Cell** pop-up dialogue, through which users can now
       apply the same cell-level formatting (*e.g.*, bold, italic, alignment, etc.) as had previously only

been available via the **Tabular Data Template Output Settings** page.
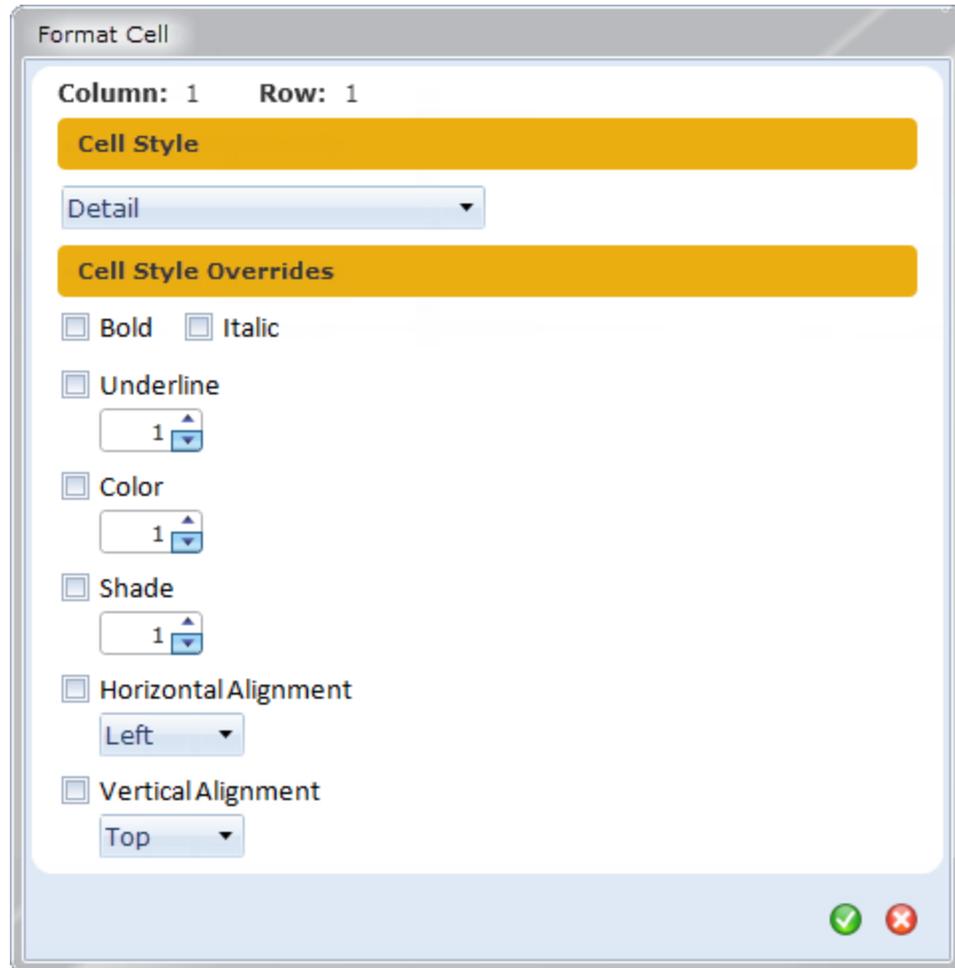
n. Format row ()

    i. Clicking this button opens the **Format Row** pop-up dialogue, through which users can now apply the same row-level formatting (*e.g.*, bold, italic, alignment, row space, etc.) as had

previously only been available via the **Tabular Data Template Output Settings** page.
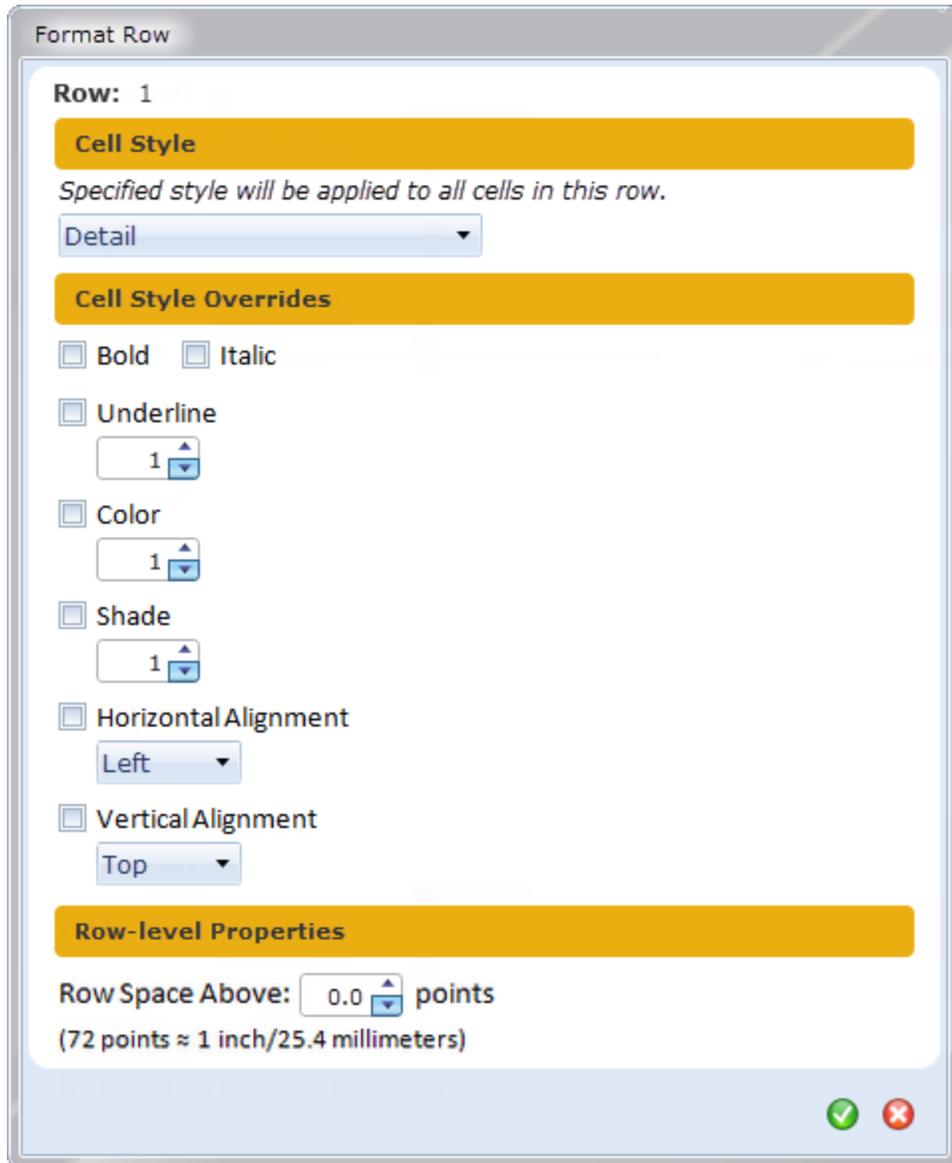
o. Format column (📊)

    i. Clicking this button opens the **Format Column** pop-up dialogue, through which users can now apply the same column-level formatting (*e.g.*, bold, italic, alignment, column width, etc.) as had

previously only been available via the **Tabular Data Template Output Settings** page.
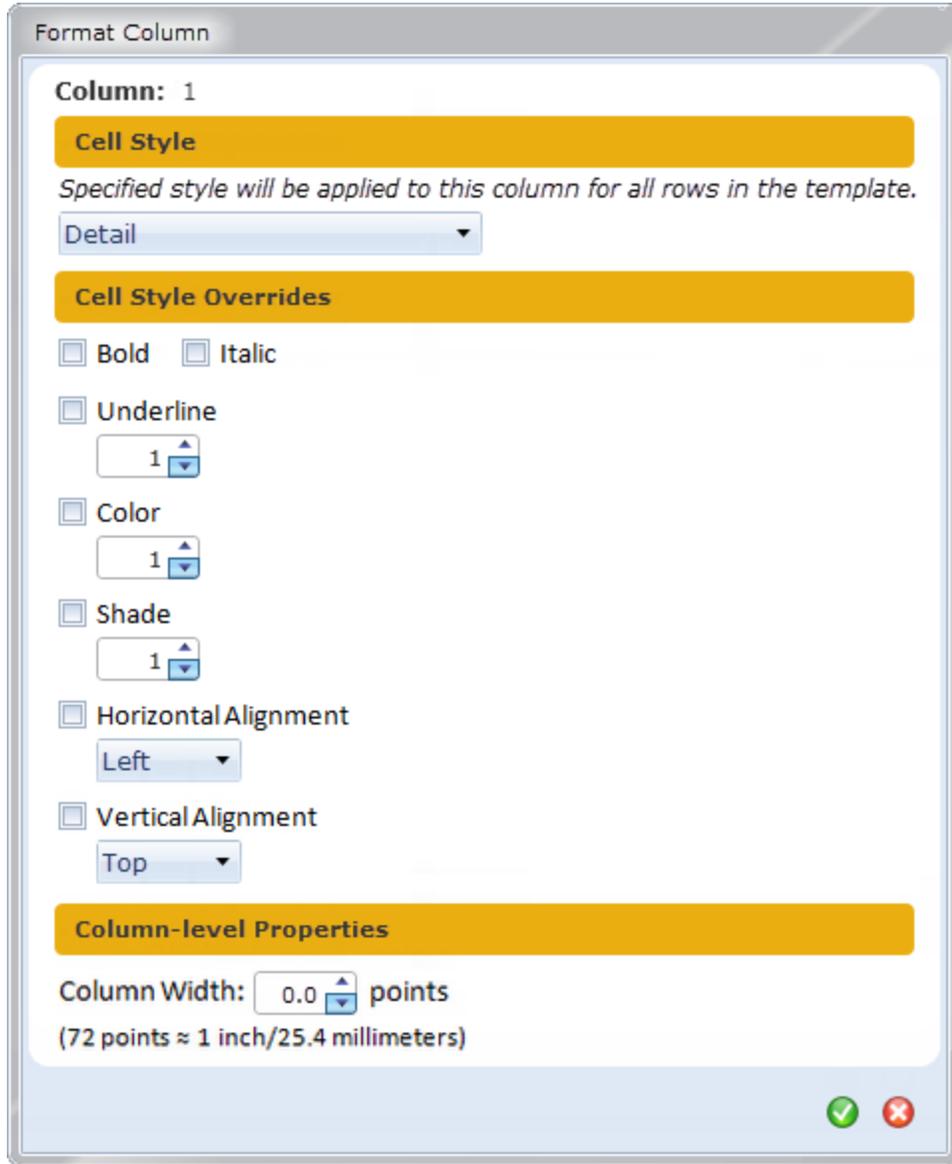
p. Edit selected record ( )

  i. Clicking this button opens the **Advanced Cell Data Editor** pop-up dialogue (see below), which
      displays the contents of the selected cell within it.

2. A new **Advanced Cell Data Editor** dialogue is now available for use when a user double-clicks any given non-spanned cell while editing an unlinked tabular data component; if the user wishes to edit the contents of a spanned cell, they must use the "Edit selected record" button (🖉) at lower-right of the table.
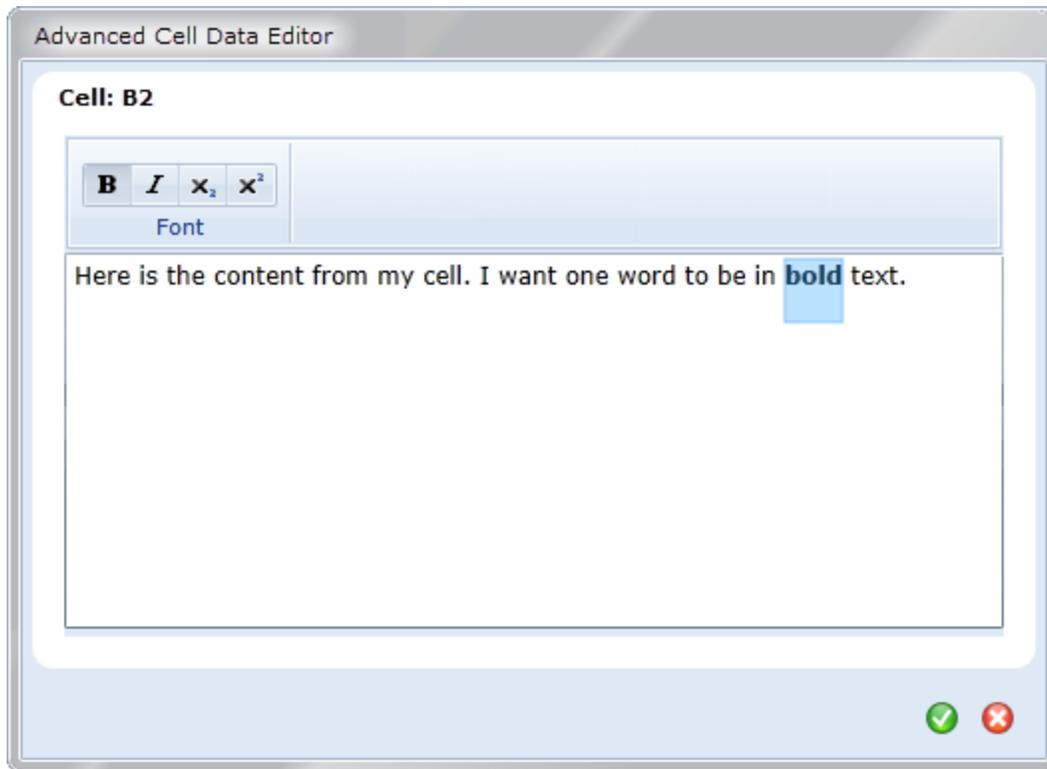
a. Users can apply character styles to specific pieces of text within the editing pane by highlighting (selecting) the text and clicking one of the following buttons at upper-left of the dialogue:

    i. Bold (**B**)

    ii. Italic (*I*)

    iii. Subscript (X_2)

    iv. Superscript (X^2)

Additional Information

Cells that contain custom data points cannot be edited via the Advanced Cell Text Editor, described above. These cells will display with a gray background color, and cannot be double-clicked to display the text editor. When using

the text editor, if the user formats all the text within the cell with the same format (*e.g.*, bold), the formatting will be moved to the cell-level formatting and will no longer be seen on the text when the user reopens the cell for editing.

Process Changes

No changes to current processes are required.

16. Ability to manage rounding at the fund or financial statement level

Overview

Users can now set the rounding type for numeric values at the fund level via the **Fund Report Settings** page. Fund-level rounding can be a specified "static" type (*e.g.*, *No Decimal*, *2 Decimals*, *000's*, etc.), or can be determined and set by a user-defined conditional formula. If values in tabular data, portfolio statements or financial statements are set to *Use Fund-Level Rounding* the appropriate rounding logic will be applied, as specified on the **Fund Report Settings** page. Users can also set a rounding type at the financial statement template level, which allows for different rounding on associated calculation sheets and financial statements.

What's New

1. Users can now set the default numeric value rounding for funds in a complex via the *Default Settings* tab of the **Fund Report Settings** page.

a. The following rounding level selections are available in a new *Fund-level Rounding* drop-down list on the tab:

    i. *No Decimal*

        A. This is the default selection.

    ii. *1 Decimal*

    iii. *2 Decimals*

    iv. *3 Decimals*

    v. *4 Decimals*

    vi. *5 Decimals*

vii. *6 Decimals*

viii. *000's*

ix. *000's (suppressed)*

b. Users can also opt to base the rounding level on a set of custom criteria that they define in association with the new *Conditional Fund Rounding* check box on the tab.

    i. Clicking the *Conditional Fund Rounding* link at right of the check box causes the **Add/Edit Conditional Formula** dialogue to display.
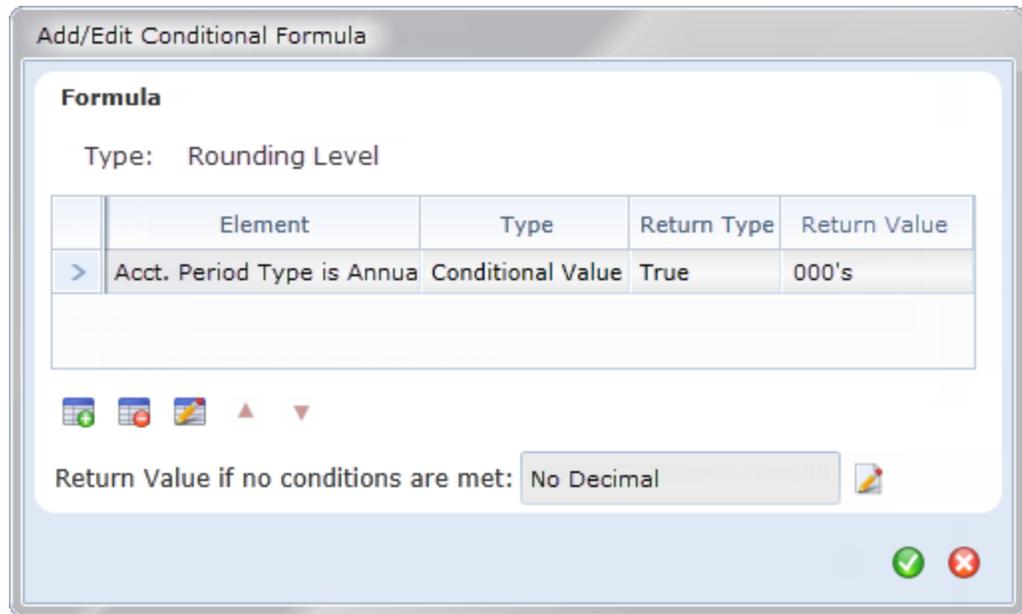
    ii. If the defined conditional formula returns *True*, the specified *Return Value* rounding level will be used; if the formula returns *False*, the specified *Return Value if no conditions are met* rounding level will be used.

> **Note:**
>
> If no conditional formula is defined at all by the user, and the *Conditional Fund Rounding* check box is selected, it is as though the check box were not selected (*i.e.*, conditional fund rounding is turned off).

c. Users can push the specified default rounding level settings to any/all funds within the complex.

Note:

The new settings described above are also available in the *Fund Settings* section of the page, when a fund is selected in the tree view of the **Fund Report Settings** page, and function in the same manner.

2. A series of new options are now available within the **Financial Workbook Templates** page to support fund-level rounding.

   a. Users can specify a selection of *Use Fund-level Rounding* for both the primary and secondary rounding sources via corresponding drop-down lists on the *Settings* tab.

      i. If this selection is specified, the *Fund-level Rounding* selection specified for the current fund via the **Fund Report Settings** page will be used.

      ii. If this selection is specified and the *Conditional Fund Rounding* check box is selected for the current fund via the **Fund Report Settings** page, the rounding level will be determined by the conditional formula defined.

   b. When the *Calculate Total* check box option on the **Add/Edit Calculation Sheet Section** dialogue is selected, users can now specify a selection of *Use Fund-level Rounding* for a section's *Rounding Level* setting.

      i. If this selection is specified, the *Fund-level Rounding* selection specified for the current fund via the **Fund Report Settings** page will be used.

      ii. If this selection is specified and the *Conditional Fund Rounding* check box is selected for the current fund via the **Fund Report Settings** page, the rounding level will be determined by the conditional formula defined.

   Note:

   If this selection is specified for horizontal totaling, and due to conditional logic the rounding level differs for funds in a spread, the horizontal total will display as *0.00*.

   c. Users can now specify a selection of *Use Fund-level Rounding* for a calculation sheet item's *Rounding Level* setting via the **Add/Edit Calculation Sheet Item** dialogue.

      i. If this selection is specified, the *Fund-level Rounding* selection specified for the current fund via the **Fund Report Settings** page will be used.

ii. If this selection is specified and the *Conditional Fund Rounding* check box is selected for the current fund via the **Fund Report Settings** page, the rounding level will be determined by the conditional formula defined.

> **Note:**
>
> If this selection is specified for horizontal totaling, and due to conditional logic the rounding level differs for funds in a spread, the horizontal total will display as *0.00*.

d. A *Rounding Source* drop-down list was added to the **Add/Edit Financial Statement Template** dialogue, by means of which users can choose the rounding level to be shown in statement output.
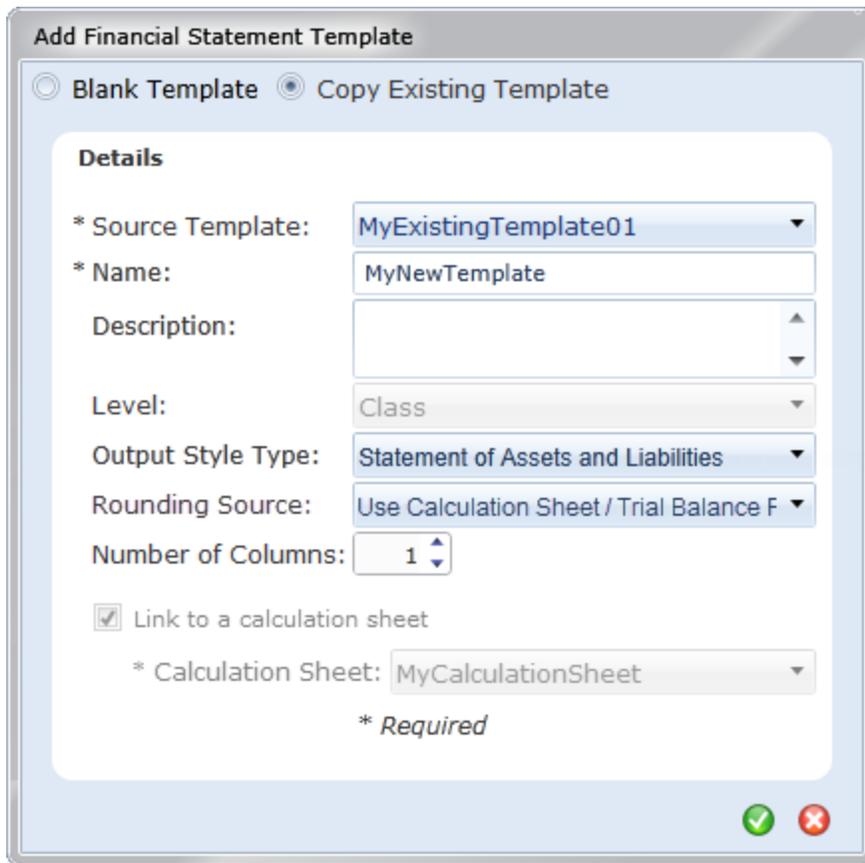
i. The following rounding source selections are available:

    A. *Use Calculation Sheet / Trial Balance Rounding*

        1. This is the default selection, and was the standard rounding source used by ArcReporting prior to version 2.10.

        2. If the *Use Fund-level Rounding* selection is specified as the rounding level for the calculation sheet/trial balance, each fund's data points' rounding will be evaluated individually and then rounded.

    B. *Use Workbook Rounding - Primary*

        1. All values on the financial workbook template will be rounded to the *Primary Rounding Level* specified for the financial workbook template on the *Settings* tab.

        2. If the *Use Fund-level Rounding* selection is specified as the *Primary Rounding Level*, each fund's data points' rounding will be evaluated individually.

    C. *Use Workbook Rounding - Secondary*

        1. All values on the financial workbook template will be rounded to the *Secondary Rounding Level* specified for the financial workbook template on the *Settings* tab.

        2. If the *Use Fund-level Rounding* selection is specified as the *Secondary Rounding Level*, each fund's data points' rounding will be evaluated individually.

3. Users can now specify a selection of *Use Fund-level Rounding* for statement templates via the existing *Rounding* drop-down list on the *Calculations* tab of the **Portfolio Statement Templates** page.

    a. If this selection is specified, the *Fund-level Rounding* selection specified for the current fund via the **Fund Report Settings** page will be used.

    b. If this selection is specified and the *Conditional Fund Rounding* check box is selected for the current fund via the **Fund Report Settings** page, the rounding level will be determined by the conditional formula defined.

4. Users can now specify a selection of *Use Fund-level Rounding* for mapped numeric data points via the existing **Rounding** drop-down list on the **Format Items** tab of the **Tabular Data Template Output Settings** page.

   a. If this selection is specified, the ***Fund-level Rounding*** selection specified for the current fund via the **Fund Report Settings** page will be used.

   b. If this selection is specified and the ***Conditional Fund Rounding*** check box is selected for the current fund via the **Fund Report Settings** page, the rounding level will be determined by the conditional formula defined.

5. When referencing certain types of numeric data points in formulas, users can now specify a selection of *Use Fund-level Rounding* via the existing **Rounding** drop-down list.

   a. Fund-level rounding can be specified for the following data point types, specifically:

      i. Calculation Sheet

      ii. Class Data Point

      iii. Exchange Rate

      iv. Fund Data Point

      v. Fund Holdings

      vi. Supplemental Data

      vii. Trial Balance Definition

   b. If *Use Fund-level Rounding* is specified, the ***Fund-level Rounding*** selection specified for the current fund via the **Fund Report Settings** page will be used.

   c. If *Use Fund-level Rounding* is specified and the ***Conditional Fund Rounding*** check box is selected for the current fund via the **Fund Report Settings** page, the rounding level will be determined by the conditional formula defined.

6. A *Rounding* drop-down list was added to the top of the *Calculation Sheets* tab of the **Financial Workbook** page, which users can employ to toggle between a view of raw values and values using the specified primary or secondary rounding levels.

WTB01 WTB02 Fund Data Points Class Balances Supplemental Data		Calculation Sheets	▶
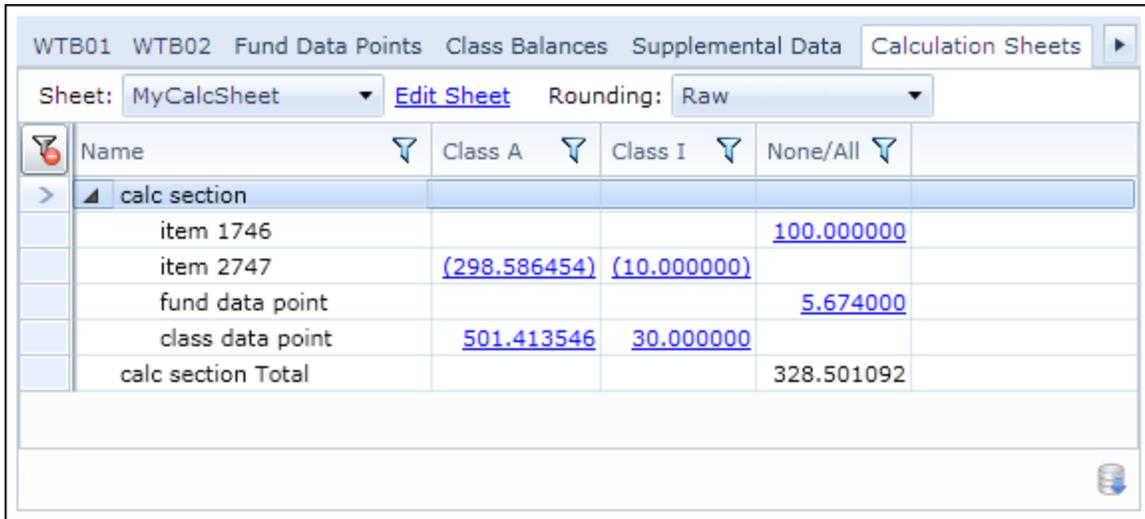
Sheet: MyCalcSheet ▼ Edit Sheet Rounding: Raw ▼			
Name ▽	Class A ▽	Class I ▽	None/All ▽
▲ calc section			
item 1746			100.000000
item 2747	(298.586454)	(10.000000)	
fund data point			5.674000
class data point	501.413546	30.000000	
calc section Total			328.501092

Process Changes

No changes to current processes are required.

17. Display of a project's account period type on the Project page

Overview

The account period type of a given project (*e.g.*, *Annual*, *Semi-Annual*, etc.) now displays on the **Project** page, both within parentheses in the *Project* drop-down list, as well as on the *Components* tab when the project tree view node is selected. The account period type displayed is determined by the frequency election made for the associated project template on the *Reporting* tab of the **Project Templates** page.

What's New

1. The names displayed as selections in the *Project* drop-down list on the **Project** page now have the account period type of the respective projects (*e.g.*, *Annual*, *Semi-Annual*, etc.) appended within parentheses.
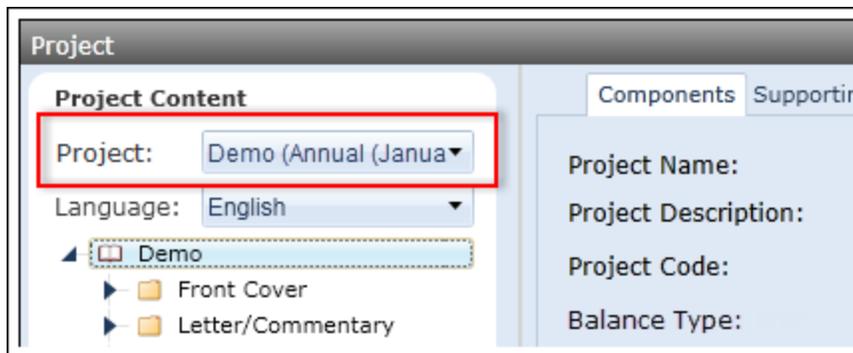
2. The account period type of a selected project is now displayed on the *Components* tab of the **Project** page when the project (*i.e.*, topmost) node of the tree view is selected.
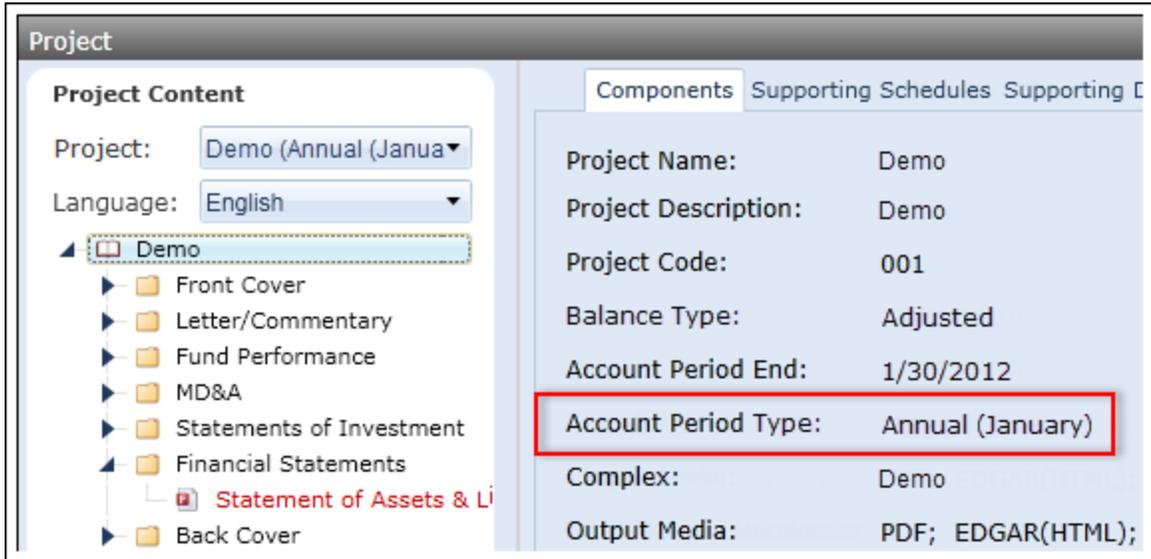
Process Changes

No changes to current processes are required.

18. Ability to view financial statement template mapped item detail for selected column

Overview

Users can now view the details (*i.e.*, name, type and origin) of items or sections/sub-sections that are mapped to Column 2 through Column 10 of a multi-column financial statement template on the **Edit Item Details** pop-up dialogue.

What's New

The upper portion of the **Edit Item Details** dialogue was enhanced to facilitate the display of information for items, sections or sub-sections that are mapped to any column of a multi-column financial statement template.

To view or edit the settings of a particular statement template's columns, a user would carry out the steps outlined below:

1. Click the *Definition* sub-tab on the *Financial Statement Templates* tab of the **Financial Workbook Templates** page.

2. Specify the desired multi-column statement template via the *Template* drop-down list at upper-left of the tab.

3. Choose the column whose settings are to be viewed/edited using the *Column* drop-down list at the top of the tab.
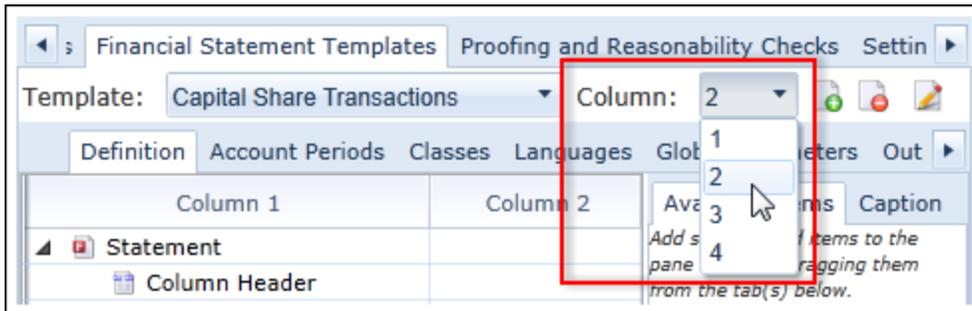
The specified column will display in the grid of the *Definition* tab, at right of Column 1.
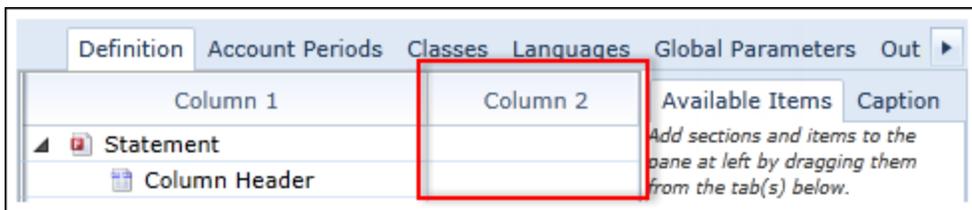
4. Map additional items to either Column 1 or the selected column from the *Available Items* sub-tab, if desired.
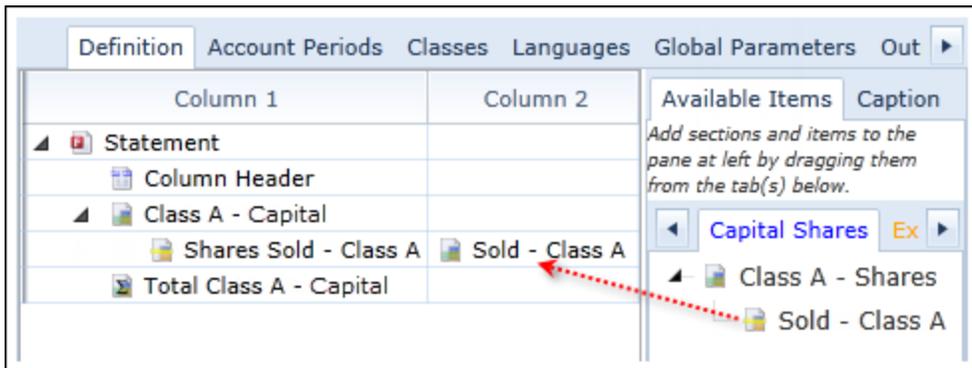
5. Click the desired row in the *Definition* grid to select it, and then click the *Edit* button at lower-left of the tab.
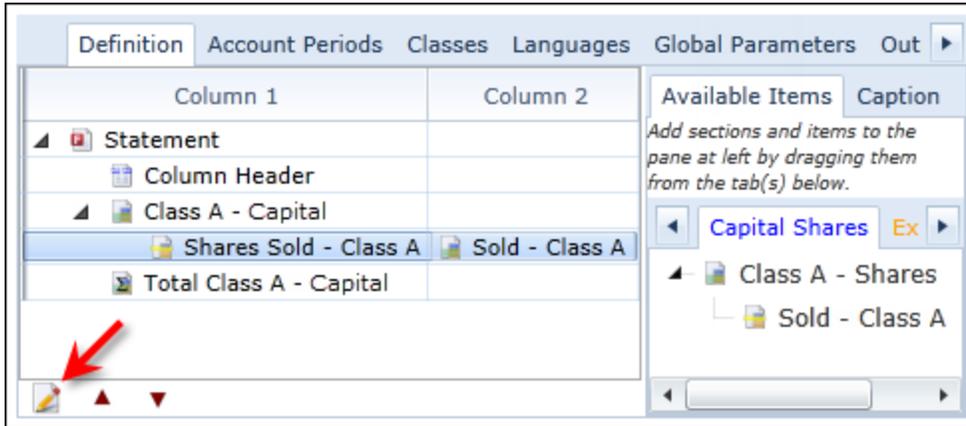
The **Edit Item Details** dialogue opens, displaying the name, type and origin of the mapped items or sections/sub-sections in both Column 1 and the selected column.
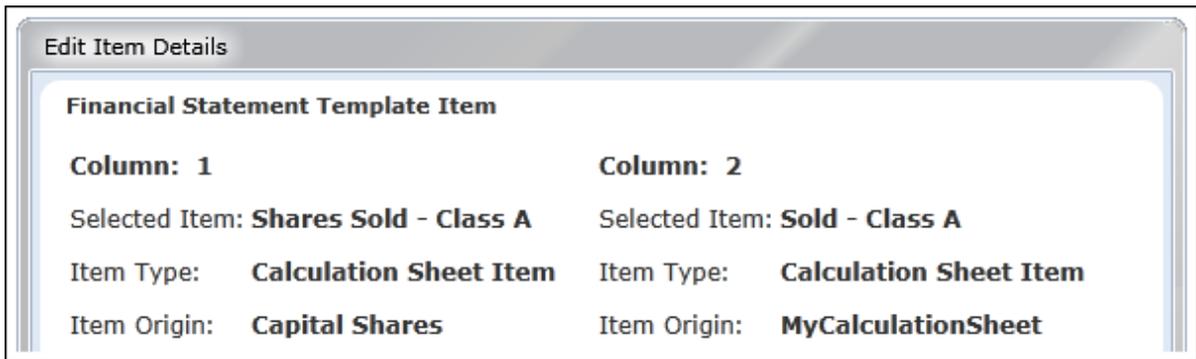
Process Changes

No changes to current processes are required.

19. Footnote content roll-forward logic enhancements

Overview

In previous versions of ArcReporting, the text for both general ledger and holdings footnotes rolled forward to a new account period only when a corresponding instance of the project(s) containing those footnotes was created. This logic did not account for footnotes that might be added at some point after project creation, whose content would then need to be pushed manually to the new account period. Enhanced footnote roll-forward logic now causes footnote library content to be checked during statement/project preview and output, so that if the current account period doesn't include any content for a given footnote, corresponding content from the most recent prior period is automatically rolled forward.

What's New

Content for footnotes in both the holdings and general ledger footnote libraries will now be rolled forward automatically the first time a statement containing a given footnote is previewed and/or output via the **Project** page for a given account period.

Note:
- If content for a footnote was already manually created within its library for a given account period, content from the previous period will not be rolled forward.

- The content of footnotes contained in shared statement legends will also be rolled forward, as necessary, during project preview or output.

Process Changes

No changes to current processes are required, however this enhancement should eliminate the need for users to manually roll forward footnote library content to new account periods.

20. Improved class data point display functionality

Overview

Users will now be able to include class data points in financial statement repeat groups and have valid values returned for each fund. Prior to this update, only values for a share class data point were returned if the first fund in the repeat group had the class attached to it. All data points for share classes that were not attached to the first fund displayed as *< - undefined->*.

What's New

Statement repeat group logic was enhanced so that when a repeat group is selected, each class data point that is not in the repeat group will evaluate by looping through each fund in the group until it returns a value other than *< - undefined>*.

Example:

- Fund X uses Class A and Class B.

- Fund Y uses Class C.

- Class data points are mapped under a *Fund by Period* repeat group.

- The user will see the following result in statement output:

  - The mapped data points return valid values (not *< - undefined>*) for Fund Y - Class C, even though Fund X does not use Class C.

  - The mapped data points return valid values (not *< - undefined>*) for Fund X - Class A and Fund X - Class B, even though Fund Y does not use either Class A or B.

1. The following repeat group types benefit from the logic enhancements:
   a. *Class by Fund*
   b. *Class by Period*
   c. *Fund by Period*
   d. *Fund by Class*
   e. *Period by Class*
   f. *Period by Fund*

2. The following class data points will be evaluated in the manner described above:

    a. Base Class

    b. Class Display Name 1

    c. Class Display Name 2

    d. Class Name

    e. Currency Caption (Class Repeat)

    f. Currency Code (Class Repeat)

    g. Currency Symbol (Class Repeat)

    h. CUSIP

    i. Description

    j. EDGAR Class Identifier

    k. Expense Cap Percentage

    l. Inception Date

    m. Load Code

    n. Maximum Back End Load

    o. Maximum Front End Load

    p. Minimum Initial Investments

    q. Par Value

    r. Prospectus Ration

    s. Redemption Fee

    t. Security Class

    u. SEDOL

    v. Ticker

    w. Transfer Agent Code

Process Changes

Financial statement template settings should be updated in cases where workarounds were implemented in the past to overcome the previous design's limitations.

21. Enhanced attributes functionality and usage report

Overview

Users can now apply attributes at a complex, fund group or fund level. Prior to this enhancement, users could only apply attributes at the fund level. A new "Attribute Usage Report" was also provided, that shows which of all attributes defined in the library are being used, the assignment of each and at what level they have been applied. The usage report is accessed via a corresponding menu item under the *Reports* section on the *Reporting Workspace* tab.

What's New

1. Users can now assign a level to an attribute type via a new *Attribute Type Level* drop-down list on the **Attribute Types and Attributes** page.
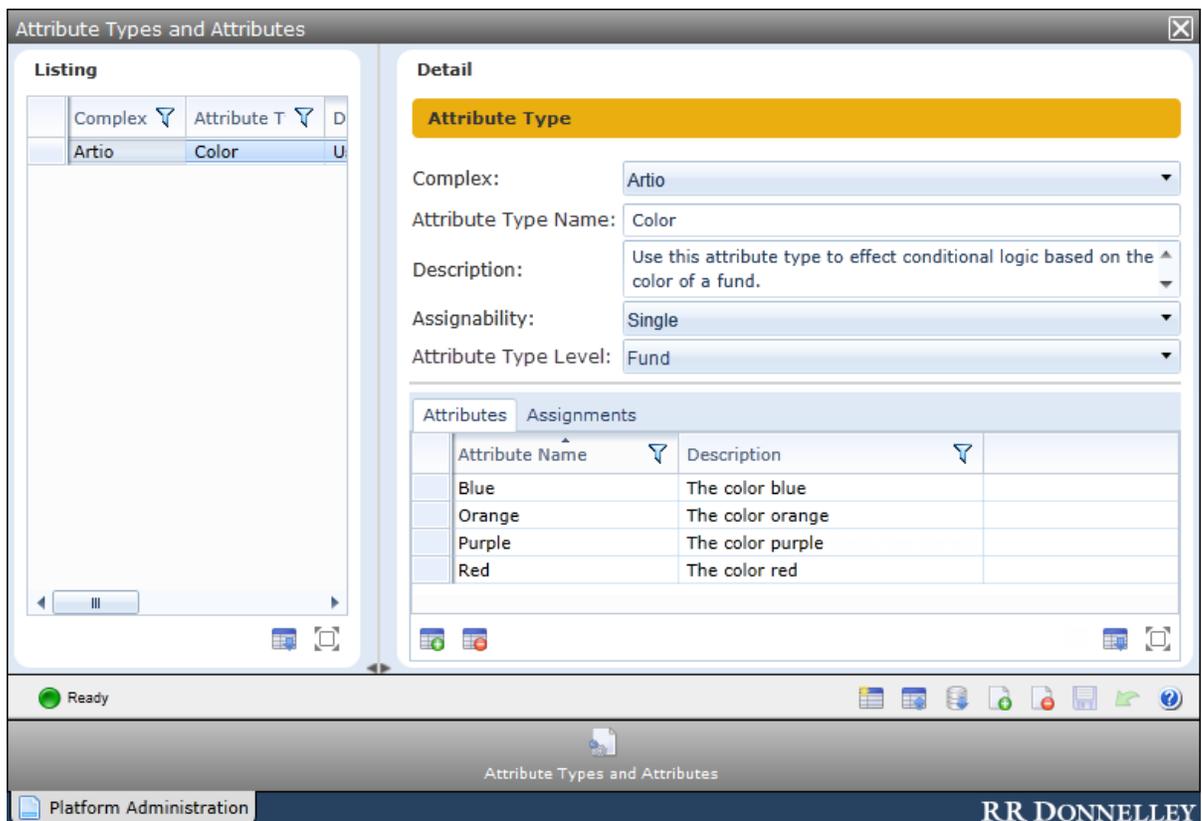
    a. Available selections are as follows, in the following order:

         i. *Fund*

             A. This is the default selection for all new attribute types, and will be the level set for all existing attribute types following database update to version 2.1.0.

        ii. *Fund Group*

       iii. *Complex*

2. The existing **Funds** tab on the **Attribute Types and Attributes** page was renamed as **Assignments**.

    a. The existing **Fund Name** column in the grid on the tab was renamed to **Assigned To**. The column now displays the complex(es), fund group(s) or fund(s) to which each attribute is assigned.

> **Note:**
>
> All attributes associated with the attribute type will be displayed in the grid, even if a given attribute is not assigned to any complex, fund group or fund.

b. The title of the dialogue that displays when the clickable *(edit)* link is clicked for a given attribute was renamed as **Attribute Assignments** (formerly **Attribute Fund Assignments**) to accommodate the assignment of one or more funds, fund groups or complexes to an attribute.
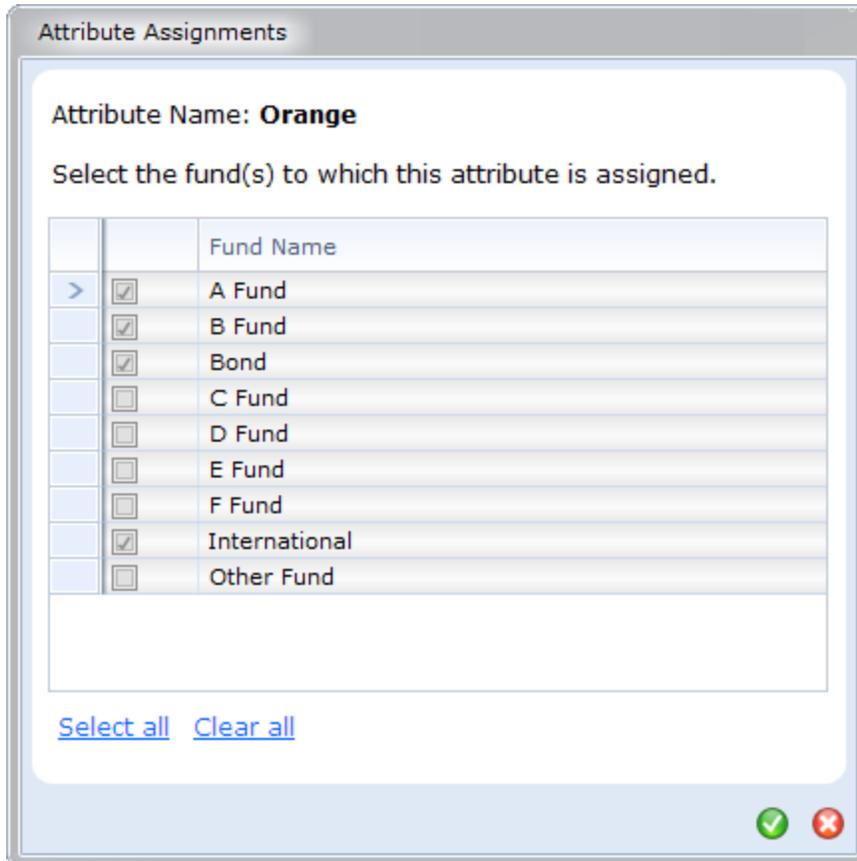
i. The grid on the dialogue now displays a listing of one of the following, dependent on the specified *Attribute Type Level* setting:

A. *Complex*

1. The attribute type's specified *Complex*, or all complexes in the database to which the current user has access, if the *Complex* selection is *<None>*.

B. *Fund Group*

    1. Fund groups associated with the attribute type's specified *Complex*, or all fund groups in the database to which the current user has access (*i.e.*, from any complex), if the *Complex* selection is *<None>*.

C. *Fund*

    1. Funds associated with the fund group(s) in the attribute type's specified *Complex*, or all funds in the database to which the current user has access (*i.e.*, from any complex/fund group), if the *Complex* selection is *<None>*.

3. Users can now import attributes to the database, and assign them to a complex, fund group or fund during the import. The data source file format and valid input values of the file can be found in the Data Import File Structures topic of the FundSuiteArc online Help system.

    a. Clicking the *Import data* button at lower-right of the *Attributes* tab of the **Attribute Types and Attributes** page causes the **Attributes Import** pop-up dialogue to display.
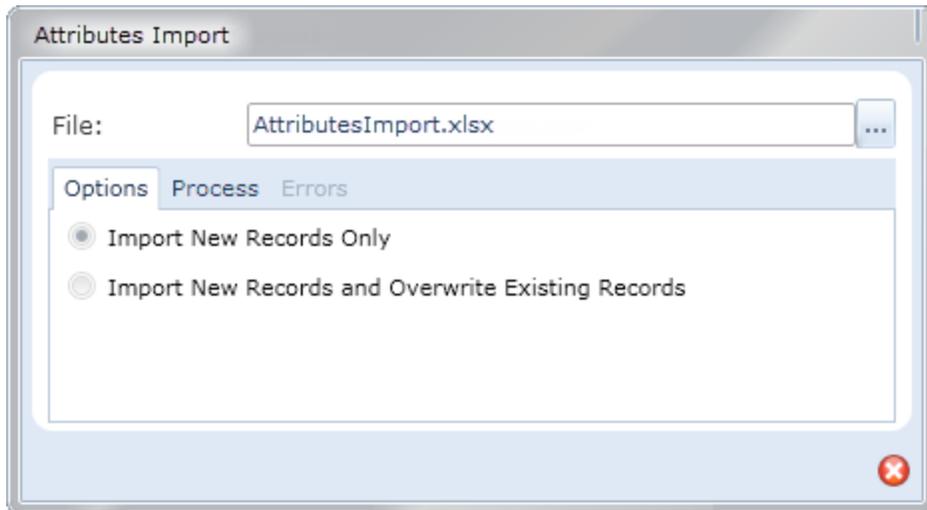
i. The **Attributes Import** dialogue has three tabs:

A. *Options*

1. This tab has the following options:

a. *Import New Records Only*

i. Selecting this will import only new attributes.

b. *Import New Records and Overwrite Existing Records*

i. Selecting this will import new attributes and overwrite the assignment of existing attributes.

B. *Process*

1. This tab has the following options:

   a. *Preview data before importing*

      i. Selecting this and then clicking the **Process** button will show the data in a grid prior to data import.

   b. *Import data without previewing*

      i. Selecting this and then clicking the **Process** button will import the data with no preview.

C. *Errors*
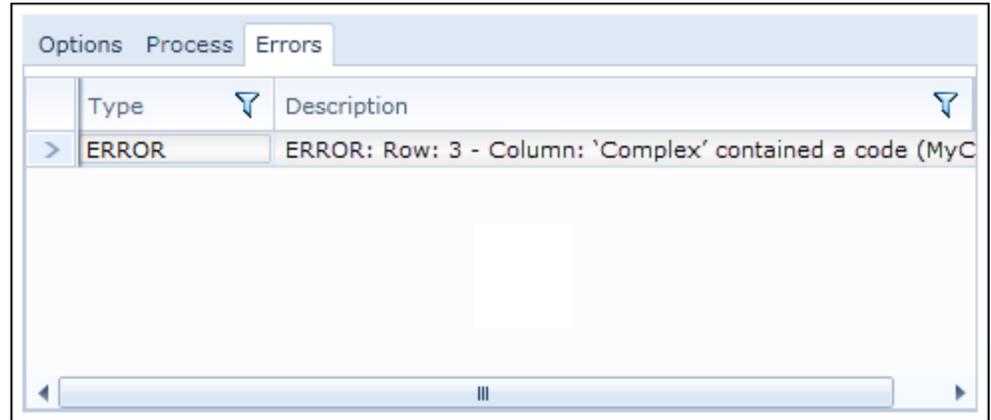
1. This tab becomes enabled following the import of data in the selected source file for preview purposes (via the *Process* tab), when the *Preview data before importing* option was selected, if errors were encountered in that data.

2. All errors encountered during the data import are displayed on the tab.

4. An *Attribute Type Level* column was added to the grid on the *Attributes* tab of the **Funds** page.

a. This column is populated with the *Attribute Type Level* setting of the attribute type with which a given attribute is associated (as specified via the **Attribute Types and Attributes** page).

5. A new **Attribute Usage Report** page was added to the application, through which users can produce a report that identifies the fund(s), fund group(s) or complex(es) with which attributes in the system are assigned. The report is accessed via a new menu item of the same name, under the **Reports** menu section on the *Reporting Workspace* tab.
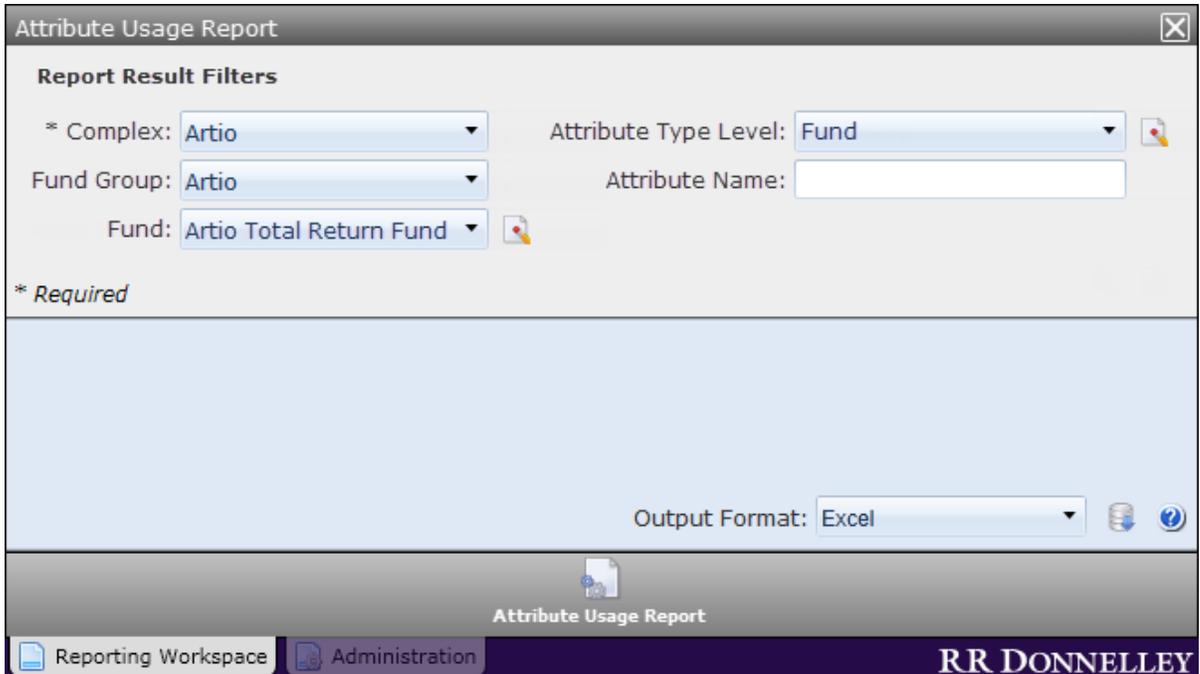
a. Users will be able to filter report results on the following:

    i. Complex (this is a required selection)

    ii. Fund Group

    iii. Fund

    iv. Attribute Type Level

    v. Attribute Name

b. When the user clicks the *Generate output* button at lower-right of the page, a request for a report in Excel (XLSX) format is sent to the Output Queue. Once rendered, the export file will contain the following columns of information:

    i. *Complex*

        A. If a given attribute's attribute type has an *Attribute Type Level* of *Fund*, this column displays the complex of the fund to which the attribute is assigned.

        B. If a given attribute's attribute type has an *Attribute Type Level* of *Fund Group*, this column displays the complex of the fund group to which the attribute is assigned.

        C. If a given attribute's attribute type has an *Attribute Type Level* of *Complex*, this column displays the complex to which the attribute is assigned.

    ii. *Fund Group*

        A. If a given attribute's attribute type has an *Attribute Type Level* of *Fund*, this column displays the fund group of the fund to which the attribute is assigned.

        B. If a given attribute's attribute type has an *Attribute Type Level* of *Fund Group*, this column displays the fund group to which the attribute is assigned.

        C. If a given attribute's attribute type has an *Attribute Type Level* of *Complex*, this column displays no value (*i.e.*, it is blank).

    iii. *Fund*

        A. If a given attribute's attribute type has an *Attribute Type Level* of *Fund*, this column displays the fund to which the attribute is assigned.

        B. If a given attribute's attribute type has an *Attribute Type Level* of *Fund Group*, this column displays no value (*i.e.*, it is blank).

        C. If a given attribute's attribute type has an *Attribute Type Level* of *Complex*, this column displays no value (*i.e.*, it is blank).

    iv. *Attribute Name*

        A. Displays the name of the assigned attribute.

v. *Description*

A. Displays the description of the assigned attribute.

Additional Information

- The new *Assign Attributes* user right is required to assign attributes to complexes, fund groups or funds (the *(edit)* links on the *Assignments* tab of the **Attribute Types and Attributes** page are disabled if the right is not assigned to the current user).

- The new *Add/Edit/Delete Attribute Types and Attributes* user right is required to add or delete attribute types and/or attributes, or to edit the various properties of either (all controls on the **Attribute Types and Attributes** page are disabled if the right is not assigned to the current user).

- Both of the new *Add/Edit/Delete Attribute Types and Attributes* and *Assign Attributes* user rights are required to import and assign attributes (the *Import data* button is disabled if the rights are not assigned to the current user).

- The new *Open Attribute Usage Report Page* user right is required to open the **Attribute Usage Report** page (the *Attribute Usage Report* menu item is disabled if the right is not assigned to the current user).

Process Changes

With this functionality users can now assign attributes to the complex or fund group level, as opposed to individually assigning attributes to all the funds within a complex or fund group.

22. Portfolio statement column header suppression

Overview

Functionality was added that allows users to control the suppression of a portfolio statement column header's text in output on a cell-by-cell basis.

What's New

Users now have the ability to suppress column headers on a cell level by means of several new options added to the *Suppression* tab of the **Portfolio Statement Template Output Settings** page. Users can activate the specified cell-level suppression option (overriding their existing column header settings on the **Portfolio Statements** page) by selecting a new *Suppress duplicate column header text by cell* check box.

1. A *Suppress duplicate column header text by cell* check box was added to the *Settings* section of the *Statement Detail* tab on the **Portfolio Statements** page.

    a. The check box is cleared by default for all existing and newly-added items of type *Column Header*. In this state, column header suppression logic defined in the *Table Settings and Column Header Captions* grid will be followed; only those column header rows for which all header text is identical will be suppressed.

    b. If the check box is selected, the suppression settings for individual cells (as defined on the *Suppression* tab of the **Portfolio Statement Template Output Settings** page) will be applied.

        i. When the user selects the check box, an informational pop-up dialogue displays to remind them of the need to define or review cell-level settings via the **Portfolio Statement Template Output Settings** page.

2. A *Column Header Suppression* section and associated options were added to the existing *Suppression* tab of the **Portfolio Statement Template Output Settings** page, for the *Column Header* row of items of type *Category Header*.

a. Each cell within the *Column Header* row may have a suppression option specified.

b. When the *Suppress column header text if same as previous* option is selected (the default selection), if the complete header text of the selected cell is found within the statement's previously-displayed column header in output, the cell-level column header text for this instance will not be displayed.

    i. If the column header is the first displayed instance within the portfolio or the header on the page, the column header text will display.

c. When the *Suppress column header text for this cell* option is selected, the cell header text will not be displayed in output, regardless of the header text or previously-displayed column headers.

d. When the *Display column header text for this cell* option is selected, the cell's header text will display in all instances where the category is displayed in output.

Note:

- Selecting or clearing the *Suppress duplicate column header text by cell* check box on the **Portfolio Statement Templates** page will not cause the loss of any defined settings in the cell-level *Column Header Suppression* settings.

- Initial activation of the *Suppress duplicate column header text by cell* functionality will require updates to the style templates by the RR Donnelley template team.

Process Changes

As noted above, any existing style sheet will need updated to use this new functionality. Please contact your RR Donnelley representative to discuss, as necessary.

23. Additional flexibility/control over text stylization in output

Overview

Users can now define "custom tags" for use within the content of FundSuiteArc text editors, which allow for greater flexibility in manipulating output stylization. A new Custom Tags library allows users with appropriate rights to manage the available custom tags.

What's New

Custom tags, which are codes that alter the display of PDF output in ways not attainable through standard text editing, can now be applied by users within any of the FundSuiteArc text editors (*i.e.*, on the **Text Libraries**, **Footnote Libraries - Holdings** or **Footnote Libraries - General Ledger** pages). Custom tags are created by the RR Donnelley template team and maintained in the new Custom Tags library.

1. A new *Custom Tags* item was added to the **Libraries** menu section of the ArcReporting *Administration* tab. The new **Custom Tags** page is accessed by clicking the menu item.

   > **Note:**
   >
   > A user must be assigned the new *Open Custom Tags Page* user right in order to access the **Custom Tags** page by means of the menu item; the menu item is disabled otherwise.

   a. To add a new tag to the library, click the *Add* button ( ) at lower-right of the page, and then specify the tag's settings in the *Detail* section of the page.

      i. Provide a name for the new tag in the *Custom Tag Name* text box.

      ii. Populate the *Description* text box with all necessary details about the tag.

      iii. Select the *Additional Arguments* check box if users will be required to enter additional information for the tag to function properly in output when it is applied to text.

         > **Example:**
         >
         > The custom tag *lp* indicates a change in the space above the location in which the tag is applied. When the tag is applied, users are required to enter how much space is needed (*e.g.*, *{lp;6p}*, where *6p* = 6 points = 1 inch).

iv. Select the *Additional Fixed Options* check box if users will be presented with a number of fixed options that are associated with the custom tag when they apply it.

    A. Enter the option(s) in the corresponding text box provided, separating each option with a comma (*e.g.*, *rr, c, rl*).

> **Example:**
>
> The custom tag *tq* indicates a change in the text alignment. When the tag is applied, users will be presented with a number of fixed options to choose from (*e.g.*, *rr* [ragged right], *c* [center], *rl* [ragged left]). If the *rr* option were selected, the resulting tag will display as *{tq;rr}*.

v. Click the *Save* button (🖫) at lower-right of the page to save the specified settings for the new custom tag.

b. The specified settings of all custom tags in the library display in the *Listing* section at left of the page so users can see them at a glance, without the need to select each tag and look to the *Detail* section at right.

    i. Custom tags having the *Additional Arguments* option selected display the term *Yes* in the *Additional Arguments* column of the listing grid.

    ii. Custom tags having the *Additional Fixed Options* option selected display the specified option value(s) as a comma-delimited list in the *Additional Fixed Options* column of the listing grid.

Custom Tags

Listing

Custom 1	Description	Additional Arg	Additional Fixe
ke	Keep end		
ks	Keep start - Requires {ke} to i		
br	Break line / soft return		
tq	Flush text: ragged right "rr", c		rr, c, rl
lp	Change space above. Requires	Yes	

c. For any custom tag to be available for use in association with a given complex, the tag must be "activated" for that complex. Users can activate/deactivate tags via the *Complex-level Settings* section at lower-right of the page.

   i. The user selects the complex for which one or more custom tags will be activated/deactivated using the *Complex* drop-down list.

   All currently-active tags for the specified complex display in the *Active Custom Tags* list box; all remaining available (but inactive) tags for the complex display in the *Inactive Custom Tags* list box.

   ii. The user can activate or deactivate any given custom tag by clicking and holding it, then dragging-and-dropping it from one list box to the other, as appropriate.

Note:

▪ The settings specified in the *Complex-level Settings* section do not apply to any given record in

the custom tags library; they are complex-level settings that simply reference records that exist in the custom tags library. Therefore, it doesn't matter which custom tag record happens to be selected in the *Listing* pane when complex-level settings are reviewed/adjusted.

- Activating a given custom tag allows the tag to display as an option when applying tags within the various FundSuiteArc text editors. For custom tags to have the desired effect on output, the corresponding style template must be updated by the RR Donnelley template team to account for the custom tag(s) in use.

2. A *Custom Tag* button ( ) was added to the *Insert* group of the text editor ribbon on the **Text Libraries**, **Footnote Libraries - Holdings**, and **Footnote Libraries - General Ledger** pages, by means of which any active custom tags for the specified complex can be inserted in association with the text of the selected snippet/footnote.

   a. The user places the cursor at the location in the text editing pane where the custom tag is to be applied.

   b. The user clicks the *Custom Tag* button.

   The **Insert Custom Tag** pop-up dialogue displays.

c. The user selects the tag to insert via the *Custom Tag* drop-down list.

d. If the selected custom tag has the *Additional Fixed Options* check box selected in the Custom Tags library, the user selects one of the available options via the *Additional Fixed Options* drop-down list (the drop-down list is disabled if no fixed options are defined for the selected tag).

e. If the selected custom tag has the *Additional Arguments* check box selected in the Custom Tags library, the user enters the appropriate argument(s) in the *Additional Arguments* text box.

    i. If the *Additional Arguments* text box is enabled and the user fails to enter any arguments before clicking the *Accept* button on the dialogue, a warning will display to indicate that they must do so before inserting the custom tag.

> **Tip:**
>
> For a custom tag requiring additional arguments, it is helpful to provide definitions and/or examples of argument values in the *Description* field when creating/editing the tag via the **Custom Tags** page. This offers some guidance to users who insert the tag in a text editor.

f. The user clicks the *Accept* button (●) at lower-right of the dialogue to insert the selected custom tag.

The specified tag will display in green-colored text, within curly braces, at the cursor location. Any additional options and/or arguments will be applied to the end of the tag name, separated by a semi-colon.
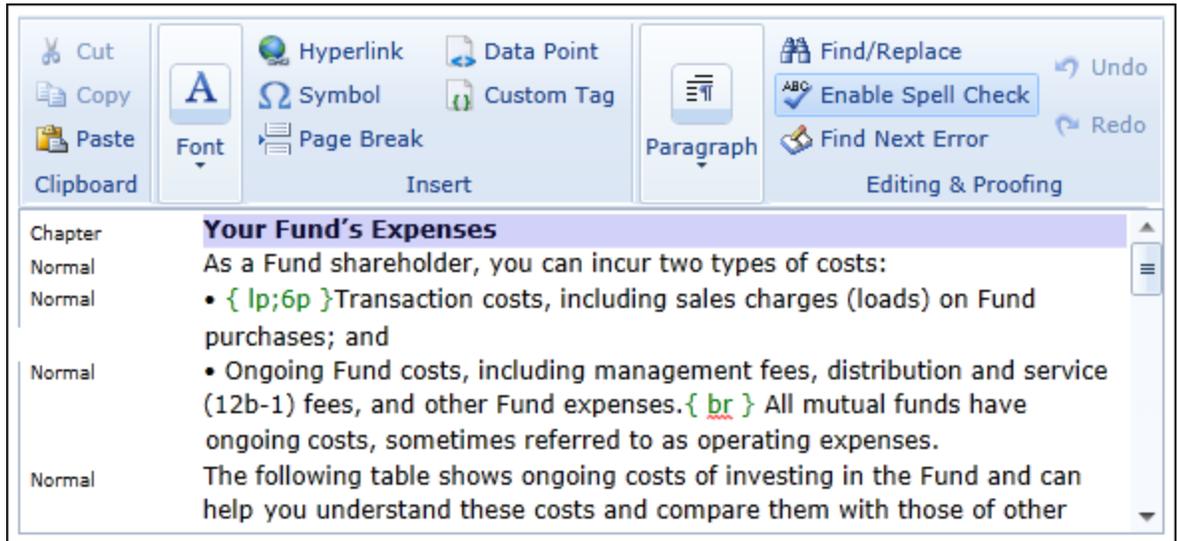
Tip:

To edit any existing custom tag inserted in the text editing pane, place the cursor directly before or after the tag and click the *Custom Tag* button ( ) in the *Insert* group of the text editor ribbon; the settings for that tag can be edited in the pop-up dialogue that displays.

Process Changes

No changes to current processes are required.

24. Ability to define "continued" category and column header text

Overview

Users can now define and maintain both *Column Header* and *Continuation Category Header* mappings for each item of type *Category Header* and *Category Header* on the **Portfolio Statement Template Output Settings** page, allowing for greater flexibility in the displayed text and output style for each category/group. Users can also define/maintain *Column Header* mappings for items of type *Total Investments*, *Net Assets* or *Other Assets*.

What's New

A new **Add Row** pop-up dialogue now displays if a user clicks the existing **Add new item to grid** button ( ) at lower-left of the **Mapping** grid on the **Portfolio Statement Template Output Settings** page, for template items of type *Category Header*, *Group Header*, *Total Investments*, *Net Assets* or *Other Assets*.
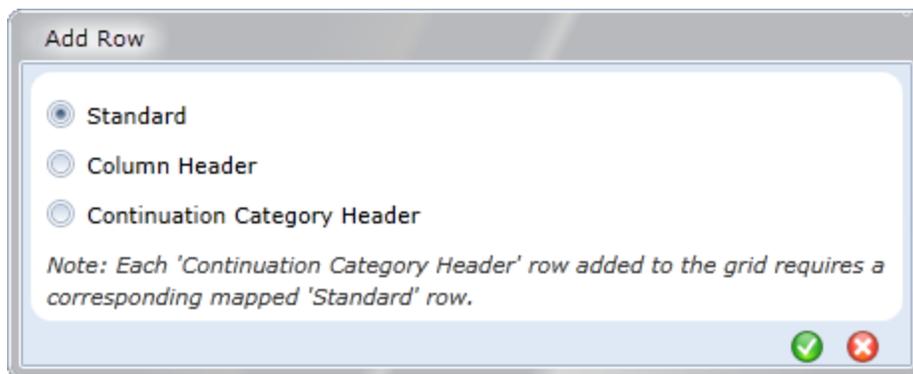
The Add Row displays two or three row-type options, dependent on the type of template item selected in the statement tree view:

1. *Standard* (default selection)

    a. This option is available for all of the above-mentioned template item types.

    b. Selecting this option adds a standard-type, empty row to the mapping grid. This is the row type that has existed in previous versions of ArcReporting for all template item types.

2. *Column Header*

a. This option is available for all of the above-mentioned template item types.

b. Selecting this option adds an empty row to the top of the mapping grid, with a row heading of *Column Header*.

    i. All existing mapping functionality is available within a row of this type, however only literals and data points of types *Column Header*, *Column Header Footnote* and *Custom Data Point* can be mapped to such rows.

    ii. Mapped cells in the *Column Header* row for the selected item will be displayed in output under the following conditions:

        A. The selected template item is the first displayed category of the portfolio.

        B. The selected item starts a new table within the portfolio based on the "New Table" logic defined for the statement's template (*i.e.*, the **New Table** check box is selected for the item, there is a change to table style or a change to column header text).

3. *Continuation Category Header*

a. This option is only available for template items of type *Category Header* or *Group Header*.

b. Selecting this option adds an empty row to the bottom of the mapping grid, with a row heading of *Continuation Repeating*.

    i. All existing mapping functionality is available within a row of this type.

    ii. Mapping defined for a *Continuation Repeating* row dictates the text displayed for a given category or group header (initially dictated by its corresponding *Standard* row's mapping) at the top of subsequent pages or columns for which the category level is the same.

> **Example:**
> The *Common Stock* category starts on page 1 of the portfolio in output and continues on pages 2 and 3. The category caption displayed on page 1 reflects the mapping for the category's *Standard* row: *Common Stock -- 28.6%*. The captions displayed at the top of page 2 and page 3 reflect the mapping for the category's corresponding *Continuation Repeating* row: *Common Stock -- (continued)*.

Note:

The *Continuation Repeating* row for a given category or group will only be seen on statement output, as needed; not in statement preview via the **Project** page.

Process Changes

Any existing style sheet will need to be updated by the RR Donnelley template team in order to use this new functionality. Please contact your RR Donnelley representative to discuss, as necessary.

25. Ability to assign output styles on a cell level

Overview

A *Cell Style* setting was added to the output format settings of tabular data, financial statement and portfolio statement templates. Users can now use this setting to assign styles on a cell level, allowing for greater flexibility in project output stylization. The new *Cell Style* functionality replaces *Row Style* settings that were previously used.

What's New

1. The *Row Type* and *Row Style* columns were removed from the *Mapping* grid of both the **Financial Statement Template Output Settings** page and the **Tabular Data Template Output Settings** page, as part of the initiative to allow users to assign styles on a cell level.

   a. To eliminate the need for users to rebuild or redefine the settings of all existing templates, style sheets and output rules, any row types/styles that had been applied (or auto generated) in association with the rows of existing templates will be automatically applied in the form of a new *Cell Style* to each cell of the respective rows as part of the 2.1.0 database update process.

2. A *Cell Style* section and associated drop-down list were added to the existing **Format Cell**, **Format Row** and **Format Column** pop-up dialogues that are accessed via corresponding buttons beneath the *Mapping* grid on the Portfolio Statement Template Output Settings, Financial Statement Template Output Settings and **Tabular Data Template Output Settings** pages.

    a. Format Cell
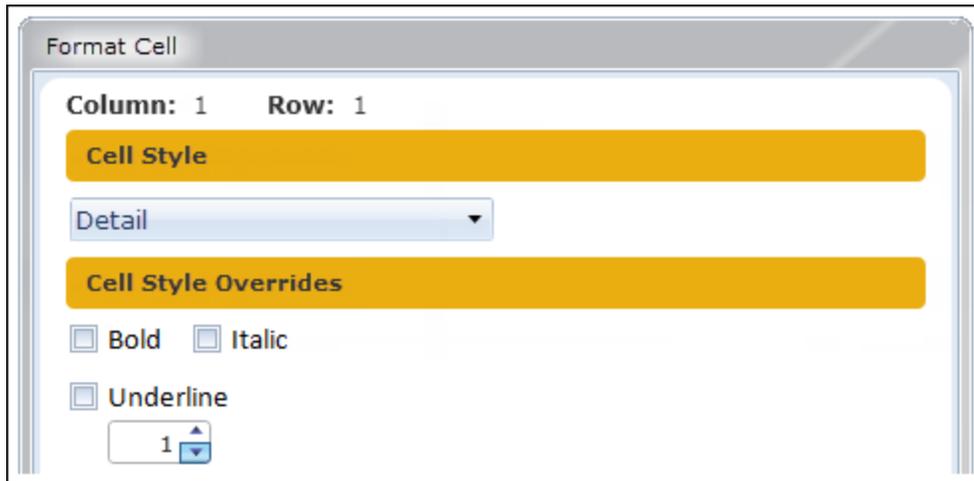
      i. The name of the cell style specified in the new drop-down list will display in red-colored text at left of the mapped text/values of the selected cell after the user clicks the *Accept* button ( ) at lower-right of the dialogue.

          A. Any previously-assigned style for the cell is replaced by the newly-specified style.

          B. Specifying a cell style of *[none]* removes any previously-assigned style from the cell.

Example:
Applying cell styles to various cells via the **Format Cell** dialogue for a portfolio statement template.
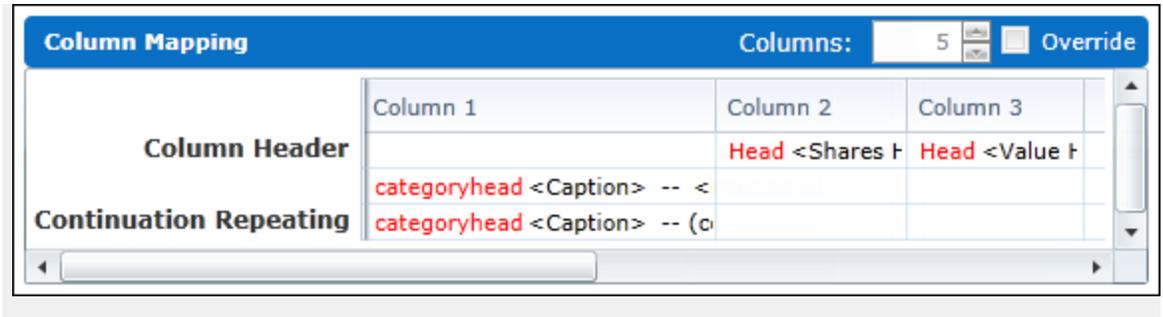
b. Format Row
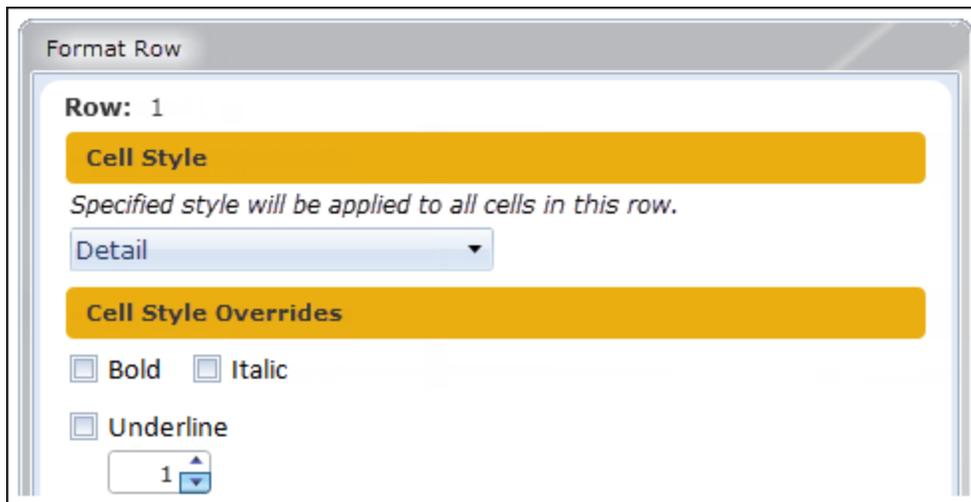
i. The name of the cell style specified in the new drop-down list will display in red-colored text at left of the mapped text/values of each cell in the selected row after the user clicks the *Accept* button (✓) at lower-right of the dialogue.

A. Any previously-assigned style(s) for the respective cells in the selected row is/are replaced by the newly-specified style.

B. Specifying a cell style of *[none]* removes any previously-assigned style(s) from all cells in the selected row.

Example:

Applying cell styles to all cells in a row via the **Format Row** dialogue for a financial statement template.
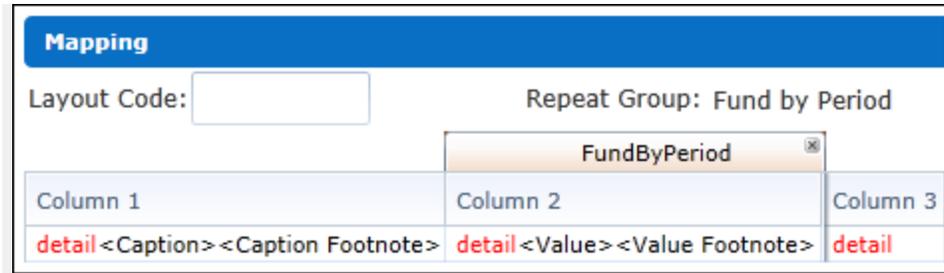
c. Format Column
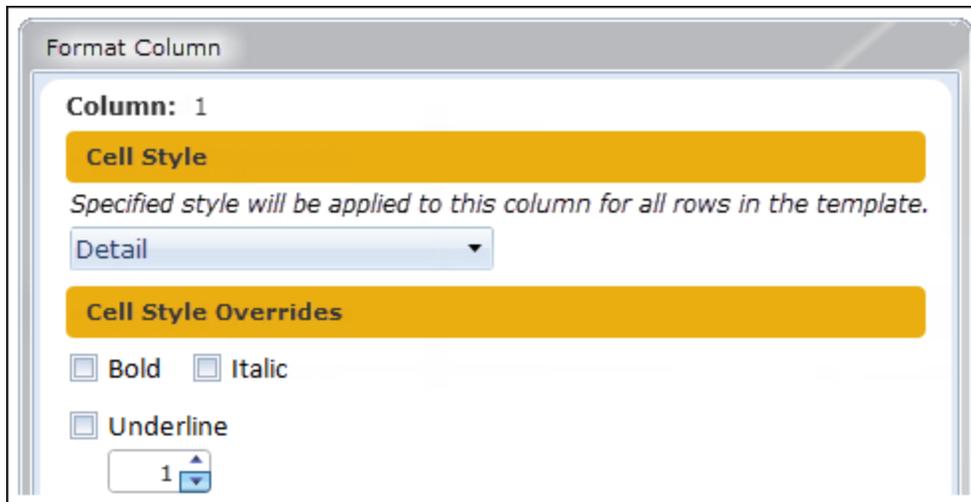
i. The name of the cell style specified in the new drop-down list will display in red-colored text at left of the mapped text/values of each cell in the selected column after the user clicks the *Accept* button (⬤) at lower-right of the dialogue.

A. Any previously-assigned style(s) for the respective cells in the selected column is/are replaced by the newly-specified style.

B. Specifying a cell style of *[none]* removes any previously-assigned style(s) from all cells in the selected column.

Example:
Applying cell styles to all cells in a column via the **Format Column** dialogue for a tabular data template.

	Header Row	Column 1	Column 2
Row 1	☐	Detail1 Class A	0.25%
Row 2	☐	Detail1 Class B	1.00%
Row 3	☐	Detail1 Class C	1.00%
Row 4	☐	Detail1 Class D	0.50%

3. A new *Header Row* column was added to the *Mapping* grid of the **Tabular Data Template Output Settings** page.

	Header Row	Column 1	Column 2
Row 1	☑	Head Class	Percent
Row 2	☐	detail Class A	0.25%
Row 3	☐	detail Class B	0.05%
Row 4	☐	detail Class C	0.12%
Row 5	☐	detail Class D	0.30%
Row 6	☐	detail Class E	0.31%

    a. A check box is displayed in the new column for each row in the table.

        i. If a user selects the *Header Row* check box for a given row, that row will be viewed by the document processing service as a header row. This allows the row to continue in the event that the table breaks across pages/columns.

    b. Any number of rows in a given table can be designated as header rows by selecting the corresponding check boxes.

Additional Information

Applying new styles to a statement template using this functionality may require updates to the style template by the RR Donnelley template team to account for the style.

Process Changes

To facilitate greater flexibility in stylized output, users now apply styles within portfolio, financial and tabular data templates at a cell level, as opposed to the row level.

26. Shared statement legends for abbreviations and currencies

Overview

Users now have the ability to define shared statement legend templates in order to produce a single legend in project output that includes records from multiple portfolio statements. This functionality is now available for both abbreviation and currency legends; previous versions of ArcReporting allowed for shared statement footnote legends for portfolio and financial statements.

What's New

1. An *Open Shared Legend Templates Page* user right was added to ArcReporting. If a user has this new right assigned to one or more roles with which they are associated, they manage shared legend templates via the new **Shared Legend Templates** page.

2. A new **Shared Legend Templates** page was added to the application, through which users can view and edit statement legend templates in order to produce a single legend in project output that includes records from multiple portfolio statements. Follow the steps outlined below to create a new shared legend template:

   a. Click the new *Shared Legend Templates* item under the **Structure Templates** menu section on the ArcReporting ***Administration*** tab.

   b. Click the ***Add new record*** button ( ) at lower-right of the **Shared Legend Templates** page.

   c. Assign a complex for the template, and then provide a template name and description.

   d. Specify the statement type (*i.e.*, *Portfolio* or *Financial*).

   > **Note:**
   >
   > A selection of *Portfolio* is required for a shared legend that includes *Abbreviation* and/or *Currency*.

   e. Specify an output style type for the template (*e.g.*, *Abbreviation Legend*, *Portfolio Footnote Legend*, *Mixed Legend*, etc.).

   f. Click the ***Add item to tree structure*** button ( ) at lower-left of the ***Legend Detail*** tab.

      An item of type *Legend* is added to the tree view pane at left of the tab.

   g. Specify the desired legend type(s) by selecting the corresponding check box(es) (*i.e.*, ***Footnote***, ***Abbreviation*** and/or ***Currency***).

h. For templates with multiple legend types, indicate whether or not the legend records will be intermingled by selecting/clearing the *Intermingle legends* check box.

i. Specify legend settings using the various controls provided on the *Legend* and *Legend Exclusions* tabs.

> **Note:**
>
> Features for abbreviation and currency exclusions are not functional in ArcReporting version 2.1.0; these features will be available in a future version of ArcReporting.

3. An *Open Shared Legend Template Output Settings Page* user right was added to ArcReporting. If a user has this new right assigned to one or more roles with which they are associated, they manage output settings for shared legend templates via the new **Shared Legend Template Output Settings** page.

4. A new **Shared Legend Template Output Settings** page was added to the application, through which users can view and edit output settings for statement legend templates. Follow the steps outlined below to specify output settings for a shared legend template:

    a. Click the new *Shared Legend Template Output Settings* item under the **Structure Templates** menu section on the ArcReporting *Administration* tab. Alternatively, click the *Output Settings* link at upper-right of the *Legend Detail* tab on the **Shared Legend Templates** page for an existing shared legend template.

    b. Specify the number of columns for the template using the slider control at upper left of the *Detail* pane of the page.

    c. Map data points, literals and custom literals to the *Mapping* grid at right of the *Detail* pane for items represented in the template tree view.

    d. Specify formatting settings for mapped data points and literals via the *Format Items* tab at lower-right of the page, and using the *Format cell*, *Format row* and/or *Format column* buttons beneath the mapping grid.

The steps below outline the end-to-end process of creating a shared of type *Abbreviation* or *Currency*:

1. Open the **Shared Legend Templates** page and create a new shared legend template of type of *Portfolio*, with the desired settings.

2. Once the appropriate legend settings have been specified and saved, use the *Output Settings* link to open the **Shared Legend Template Output Settings** page, and then assign the desired output settings.

3. Once the appropriate output settings have been specified and saved, open the **Document Structure Templates** page and update the desired template to include the new shared legend template.

    a. Select/click the *Structure* tab at right of the page, and then drag-and-drop the *Shared Legend* item from the *Available Items* sub-tab to the desired location in the document structure.

    b. Once the shared legend has been added, assign an output style type using the corresponding drop-down list, provide and item name, and then save the changes.

4. Push the document template changes out to the desired project template(s).

    a. Select/click the *Administration* tab on the **Document Structure Templates** page, and then click the *Push out changes to project templates based on this template* link.

    b. Specify the desired project template(s) by selecting the respective check box(es) in the grid of the **Push Template Changes** pop-up dialogue, and then click the *Synchronize* button.

5. Open the **Project Templates** page and update the template(s) by specifying the particular shared legend template to use, and the associated statement(s).

    a. Select the *Shared Legend* item that was added in the tree view of the *Contents* tab.

    b. Assign the shared legend template to be used via the corresponding drop-down list on the *Item Detail* sub-tab.

    c. Click the *Edit* link at upper-right of the *Associated Statements* section to associate one or more statements with the shared legend.

6. Save the updates and push the changes made to the project template to the desired project(s).

    a. Select/click the *Administration* tab on the **Project Templates** page, and then click the *Push out changes to projects based on this template* link.

    b. Select the *Sync* check box(es) for the desired project(s), and then click the *Synchronize* button.

7. Confirm the desired result by reviewing the preview pane on the *Contents* tab of the **Project** page for the *Shared Legend* item in the specified project(s).

8. Generate project output via the *Output Management* tab of the **Project** page to confirm the results in the output format desired.

Process Changes

No changes to current processes are required.

27. Custom symbol patterns for use in statement footnote legends

Overview

A new Custom Footnote Pattern library was added to ArcReporting, in which users can create and maintain any number of auto-symbol patterns (*e.g.*, *, **, *** or ^, ^^, ^^^, etc.) for use when setting up a portfolio or financial statement template footnote legend.

What's New

1. A *Footnote Pattern Libraries* item was added to the **Libraries** menu section on the ArcReporting *Administration* tab, by means of which the new **Footnote Pattern Libraries** page is accessed.

    a. The new library allows users that are assigned the new *Open Footnote Pattern Libraries Page* user right to build custom sequence patterns that can be associated with footnotes in a footnote legend.
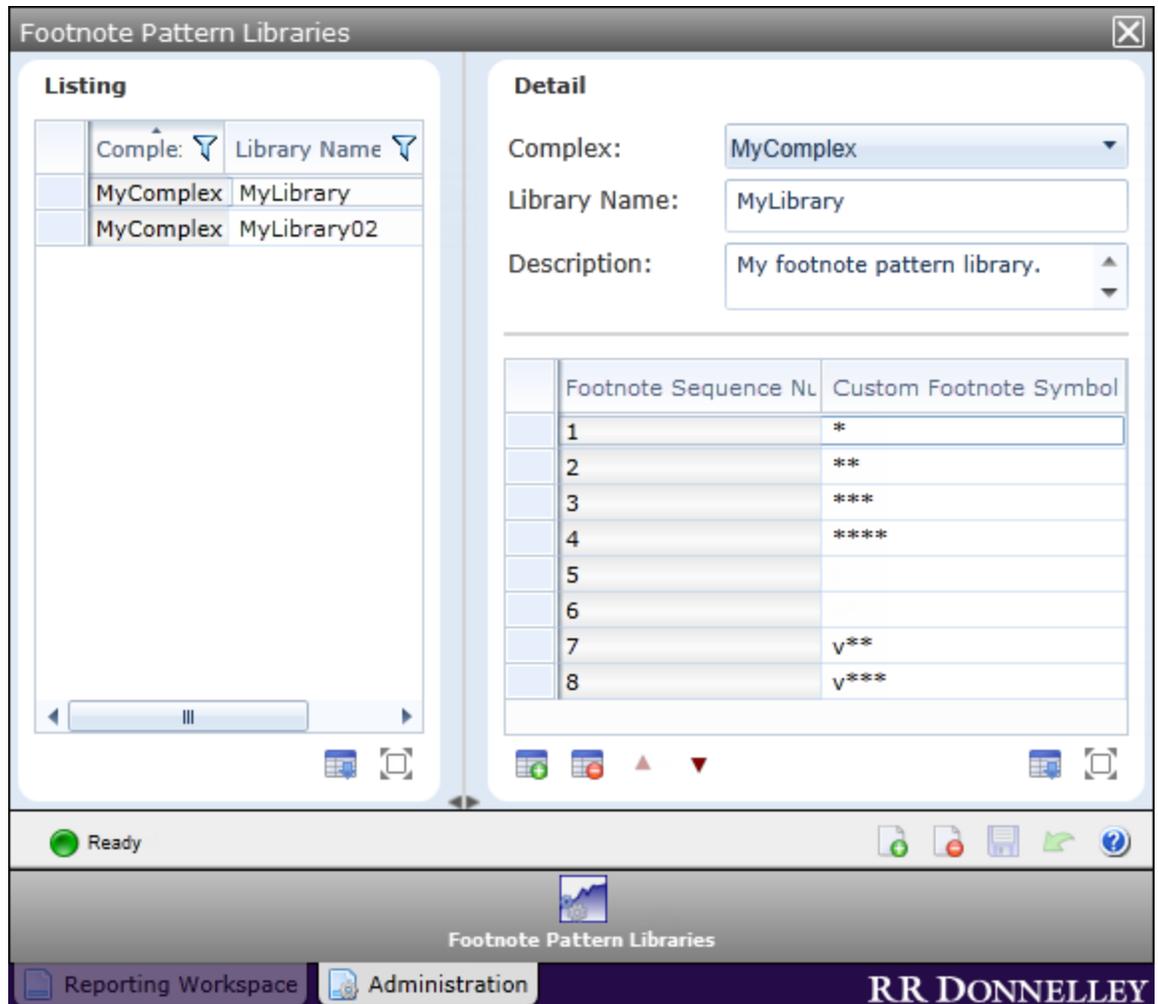
b. When creating a new footnote pattern library, the user specifies a complex for which the pattern(s) in the library will be available, and provides a unique library name. The user may also provide a description for the library, if desired.

c. Users can add a footnote to a library sequence by clicking the *Add* button ( ) at lower-left of the grid that displays in the *Detail* section of the page; up to 50 footnotes can be added to a given library.

    i. A *Footnote Sequence Number* column in the grid auto-populates as each footnote is added to the sequence.

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ii. The user designates a symbol for each footnote in the library in the *Custom Footnote Symbol* column of the grid.

    A. Each symbol can contain a maximum of 15 characters.

    B. Each symbol in a given library must be unique to other symbols in the same library.

iii. Symbols in a library sequence can be moved up or down in the list using the *Move item up* (▲) and *Move item down* (▼) buttons at lower-left of the grid.

d. Standard export functionality (to .xml, .csv, .doc, etc.) is available for both *Listing* section of the page and the footnote pattern grid in the *Detail* section.

e. Custom footnote patterns are available for assignment to legends via both the **Financial Workbook Templates** and the **Portfolio Statement Templates** pages.

2. Users can now assign a predefined footnote pattern library to a financial statement legend via the **Financial Workbook Templates** page.

Edit Item Details

Financial Statement Template Item

Selected Item: **Footnote Legend**

Footnotes Participating in Auto Symbol Generation

Auto Symbol Pattern: My Library ▼

Auto Symbol Order:
    1,2,3
    (1),(2),(3)

Footnotes Not Part a,b,c
    (a),(b),(c)

Placement:
    A,B,C
    (A),(B),(C)
    My Library
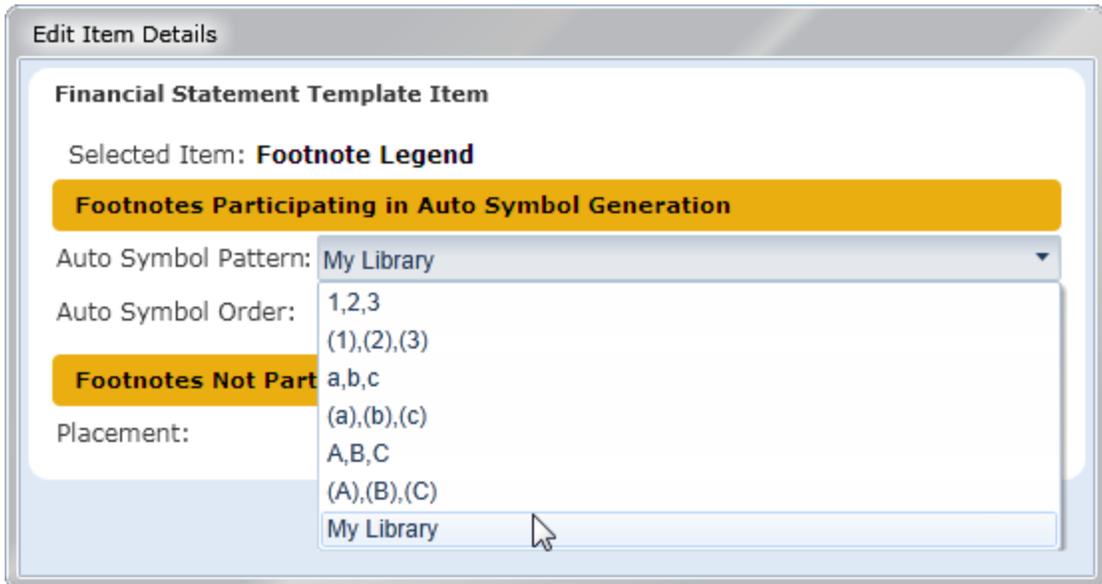
a. Select the *Footnote Legend* item in the tree view of the *Definition* sub-tab on the *Financial Statement Templates* tab.

b. Click the *Edit* button at lower-left of the tree view.

The **Edit Item Details** pop-up dialogue displays.

  i. Any custom footnote pattern libraries associated with the current complex will display at the end of other standard selections in the *Auto Symbol Pattern* drop-down list.

  ii. The footnote sequence defined in the specified pattern library will be used sequence the footnotes and create the footnote legend in statement output.

3. Users can now assign a predefined footnote pattern library to a portfolio statement legend via the **Portfolio Statement Templates** page.
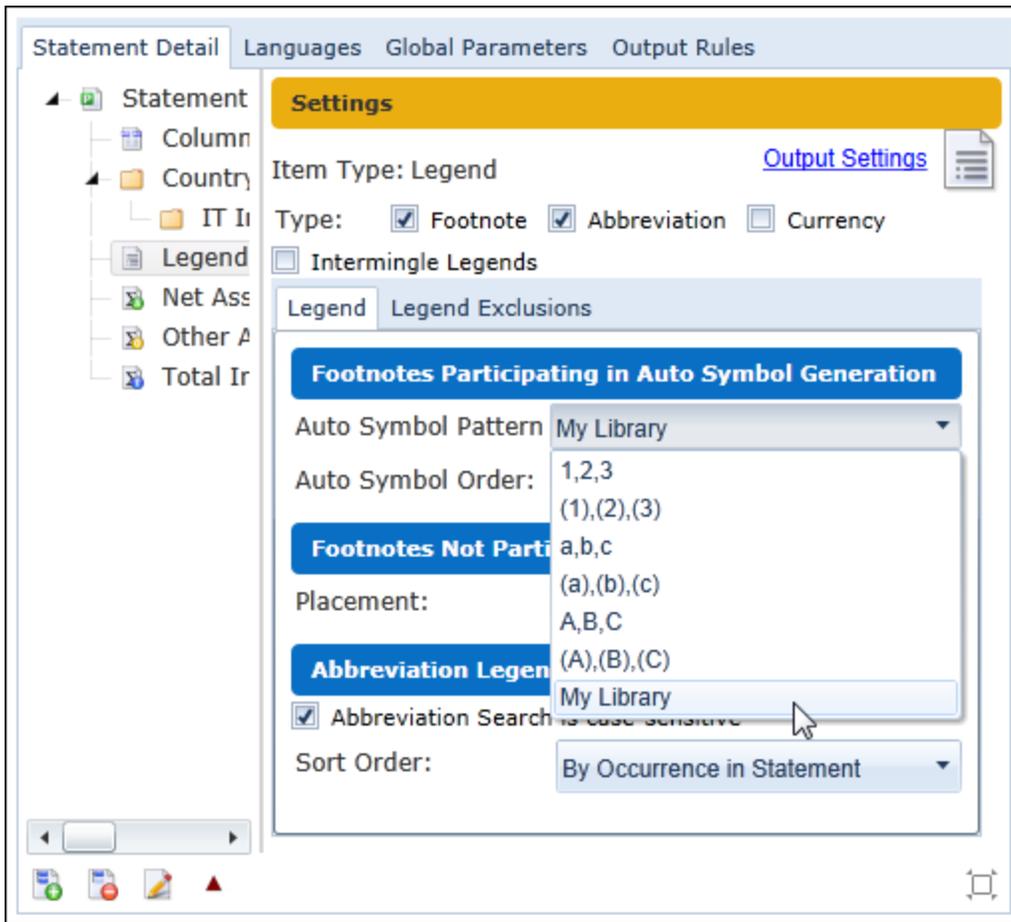
a. Select the *Legend* item in the tree view of the ***Statement Detail*** tab.

b. Click the ***Legend*** sub-tab at right of the tree view.

c. Use the ***Auto Pattern Symbol*** drop-down list to specify the desired footnote pattern library.

    i. Any custom footnote pattern libraries associated with the current complex will display at the end of other standard selections in the drop-down list.

    ii. The footnote sequence defined in the specified pattern library will be used sequence the footnotes and create the footnote legend in statement output.

Process Changes

No changes to current processes are required.

28. Ability to include fund data points in "Conditional Value" data point formulas

Overview

Users can now leverage fund data points (*e.g.*, *Fund Name*, *Fund Code*, *Inception Date*, etc.) when defining the *If* component of formulas for data points of type *Conditional Value*.

What's New

When adding or editing formula elements of data points of type *Conditional Value* for text snippets, footnotes or custom data points, users can now designate *Fund Data Point* as the *If* drop-down list selection on the **Add/Edit Conditional Formula Element** dialogue. This allows for the specification of any fund data point in the *If* and/or *Value* component of the formula element.

When the formulas of *Conditional Value* data points are evaluated for project output, the applied fund data points are leveraged, and the appropriate *Return Value* is displayed.

Process Changes

No changes to current processes are required.

29. Combined column header text within portfolio statements

Overview

Functionality was added to portfolio statement templates that allows users to specify the display of a combination of header text at the top of a portfolio page, when the header text of the underlying securities changes in the middle of a page or column. For example, if *Shares* and *Principal Amount* would normally create two separate headers on the page, they can be combined into a single header of *Shares or Principal Amount*.

What's New

A *Combined Column Headers* link and associated **Edit Combined Column Header Captions** pop-up dialogue were added to the *Table Settings and Column Header Captions* section of the *Statement Detail* tab on the **Portfolio Statement Templates** page (visible when a user selects the *Column Header* item in the tree view). By means of settings on the **Edit Combined Column Header Captions** dialogue, users can now control whether column header text displayed in portfolio statements should combine when a category starts in the middle of a page/column, if the combined header text should be different than the initial text, and what separates the text if the column headers do combine.
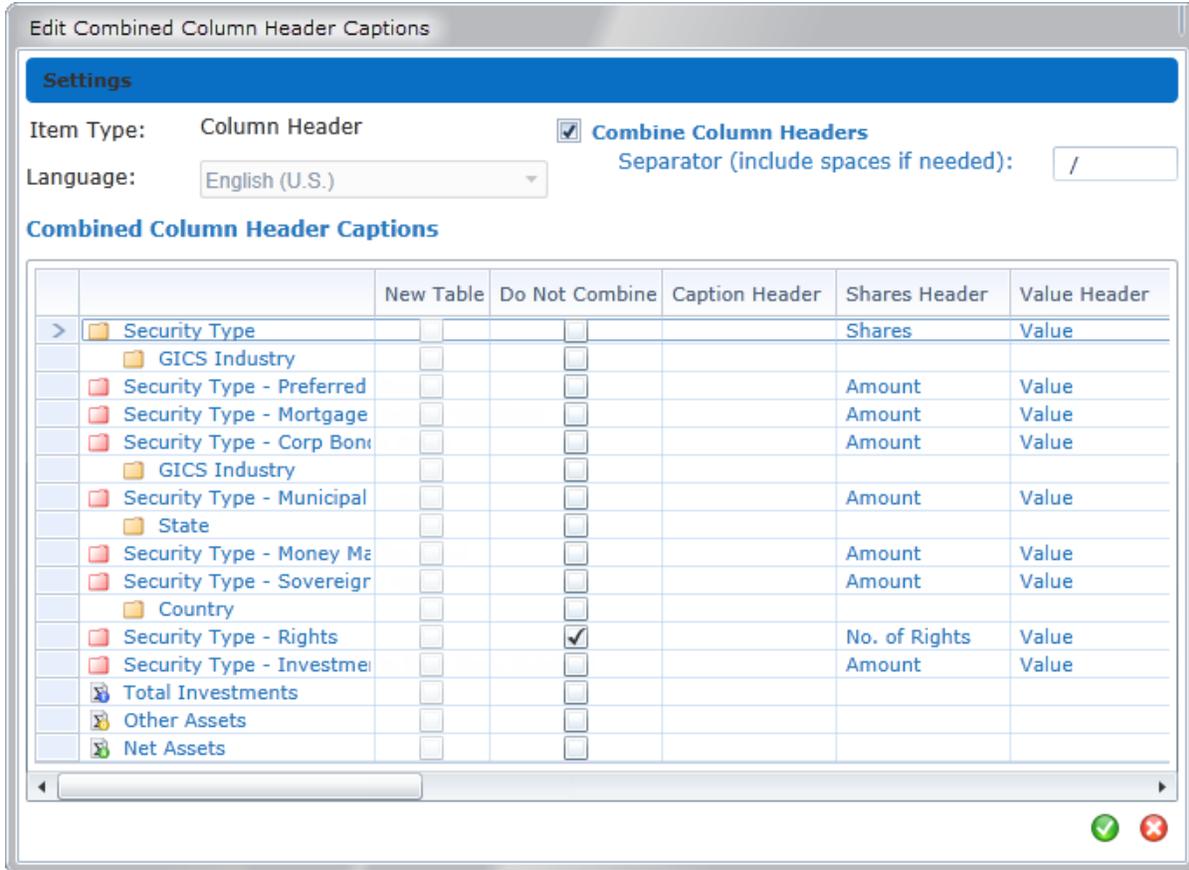
1. The **Edit Combined Column Header Captions** dialogue to displays a copy of the Table Settings and Column Header Captions table, with the following differences:

    a. The *Table Style* column is not displayed.

    b. Check boxes in the *New Table* column are disabled.

    c. A *Do Not Combine* column displays at right of the *New Table* column, with a selectable check box therein for each statement template item.

        i. If any individual column header captions are not to combine on output, users may select the check box(e)s for the appropriate statement item(s).

2. A **Combine Column Headers** check box and associated **Separator** text box display at upper-right of the dialogue.

    a. If column header text is to combine at the top of a portfolio page when a new category with different column header text starts in the middle of a page, the user selects the check box.

        i. Upon selecting the **Combine Column Headers** check box, an informational dialogue displays to alert users with regard to necessary actions required for this functionality.
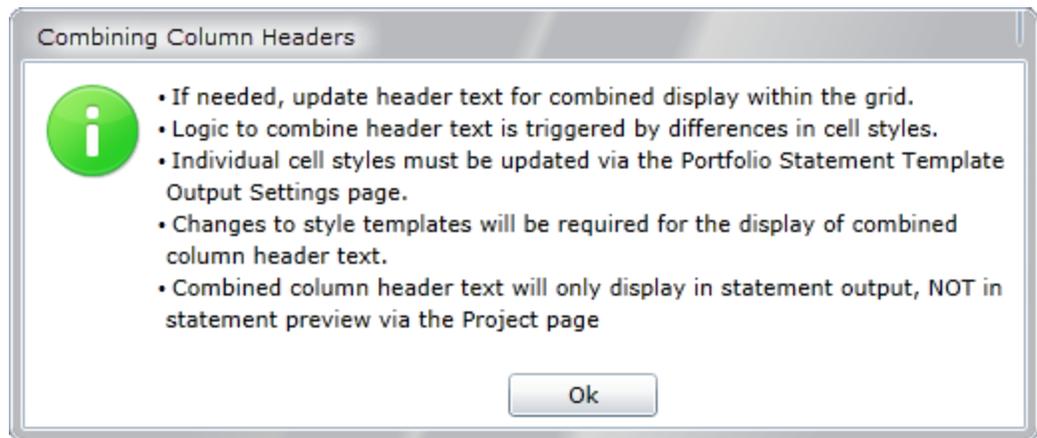
    b. When the **Combine Column Headers** check box is selected, the user can specify the character(s), including any spaces, that will separate the column header text in the associated **Separator** text box (*e.g.*, */*).

3. If the combined column header text is to display differently than the uncombined column header text for a given category, users may edit the text within the various *Header* cells in the grid (*e.g.*, *Principal Amount* when combined is to display as *Amount*).

Example:
1. A **Shares Header** value of *Shares* and a **Value Header** value of *Value* are specified for the *Common Stock* template item in the main Table Settings and Column Header Captions table.

2. A **Shares Header** value of *Principal Amount* and a **Value Header** value of *Value* are specified for the *Corporate Bonds* template item in the main Table Settings and Column Header Captions table.

3. A **Shares Header** value of *Amount* is specified for the *Corporate Bonds* template item in the table on the **Edit Combined Column Header Captions** dialogue (differing from the value of *Principal Amount* specified in the main table).

4. The *Combine Column Headers* check box is selected and the user specifies */* (<space>/<space>) as the *Separator* value.

5. In statement output, page 1 of the statement starts with *Common Stock*, which continue onto page 2.

6. *Corporate Bonds* begin in the middle of page 2 of the statement and continue through page 3.

Expected Results:

1. Page 1 of the statement displays column header text of *Shares* and *Value*.

2. Page 2 displays column header text of *Shares / Amount* and *Value*.

3. Page 3 displays column header text of *Principal Amount* and *Value*.

Note:

▪ Combined column headers will display in statement output only; not in statement preview via the **Project** page.

▪ Changes made to the main Table Settings and Column Header Captions table will update the table on the **Edit Combined Column Header Captions** dialogue only if the values for all cells were identical prior to the change.

▪ Changes made to the table on the **Edit Combined Column Header Captions** dialogue will not update the main Table Settings and Column Header Captions table.

▪ Settings in the table on the **Edit Combined Column Header Captions** dialogue will not be lost if the *Combine Column Headers* check box is selected or cleared at any point in time.

Additional Information

Display logic to combine column headers is triggered by differences in cell styles. To use the new *Combine Column Headers* functionality, users will need to update the cell styles associated with the affected category column headers via the **Portfolio Statement Template Output Settings** page, and the RR Donnelley template team must update the associated style templates. See the ***Ability to define "continued" category and column header text*** section (page 168) and ***Ability to assign output styles on a cell level*** section (page 171) of this document for more information.

Examples:

▪ Common Stock

- Corporate Bonds

Process Changes

No changes to current processes are required.

30. Enhanced control over intermingled portfolio statement legends

Overview

Users now have more flexibility regarding the display of footnote, abbreviation and/or currency records within a single portfolio statement legend through use of new *Intermingled Legend Settings* controls on the *Legend* tab of the **Portfolio Statement Templates** and **Shared Legend Templates** pages. Users can specify that legend records be intermingled together and sorted either alphabetically or by occurrence in the statement. Additional options also allow for footnotes not participating in auto-symbol generation to be placed above or below all other intermingled legend records.

What's New

The following updates were made to the *Settings* section of the **Portfolio Statement Templates** page and the **Shared Legend Templates** page (statement of type *Portfolio* only), for items of type *Legend*:
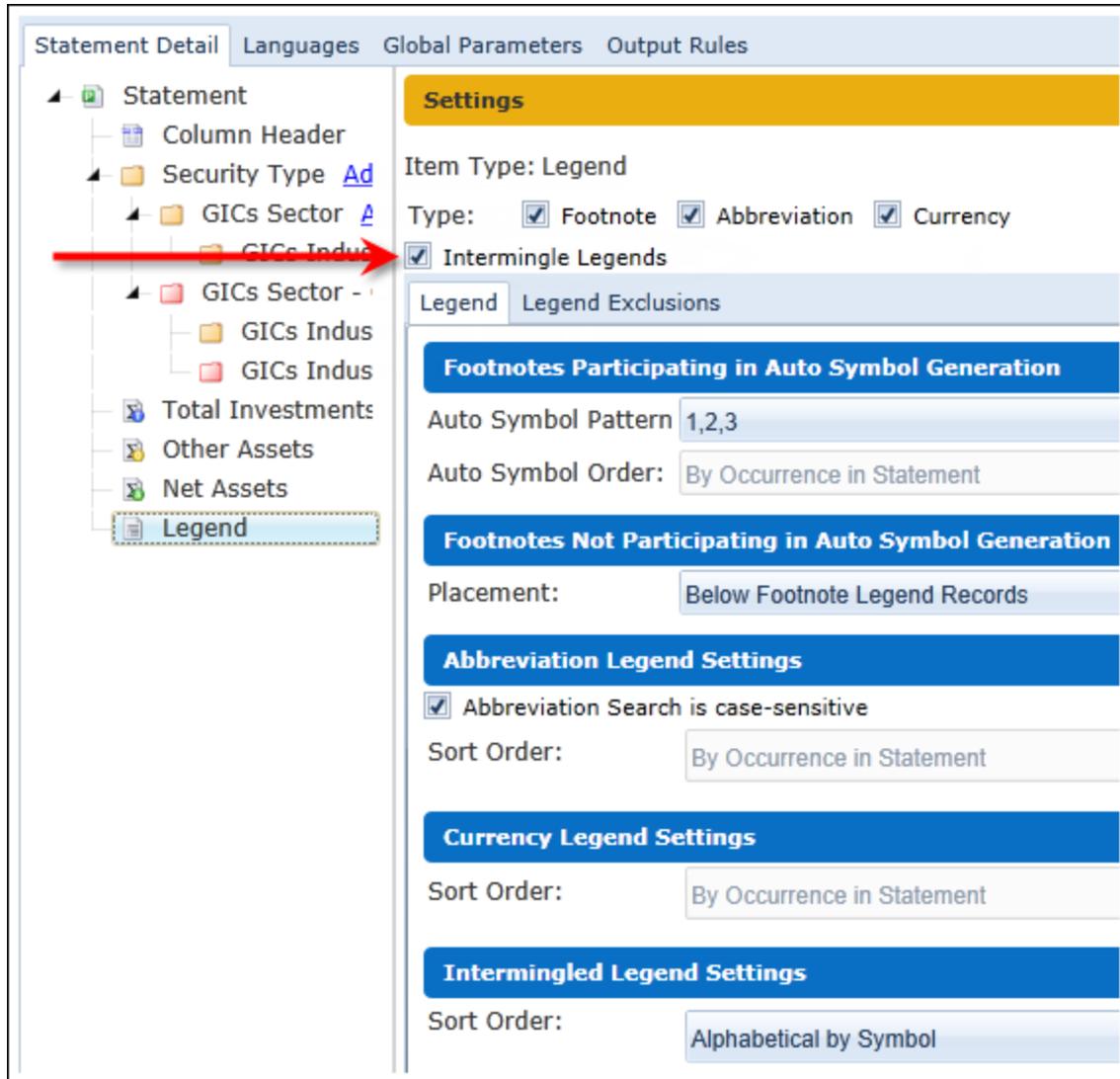
1. An *Intermingle legends* check box was added to the section.

    a. Selecting the check box intermingles legend records for selected legend types (*i.e.*, *Footnote*, *Abbreviation* and *Currency*) in project preview and output, based on the settings specified on the *Legend* tab.

2. The following additional selections were added to the *Placement* drop-down list associated with footnotes not participating in auto-symbol generation:

   a. *Above All Legend Records* - Places these footnotes above all records within an intermingled legend.

   b. *Below All Legend Records* - Places these footnotes below all records within an intermingled legend.

3. An *Intermingled Legend Settings* section displays when the *Intermingle legends* check box is selected.

   a. A *Sort Order* drop-down list allows users to specify if records in an intermingled legend should display in project preview and output *Alphabetical by Symbol* or *By Occurrence in Statement*.

4. For non-intermingled legends of type *Abbreviation*, a *Sort Order* drop-down list was added to the *Abbreviation Legend Settings* section, which allows users to specify if records in the legend should display in project preview and output *Alphabetical by Symbol* or *By Occurrence in Statement*.

Note:
Users will continue to have the same options available on the **Portfolio Statement Template Output Settings** page to map data points to each legend type that is added per portfolio statement template, in order to determine the desired output for intermingled legends.

Process Changes

No changes to current processes are required.

31. Conditional "Other Securities" caption display

Overview

For portfolio statement templates of type *Condensed*, users can define conditional text to be displayed for the *Other Securities* caption, dependent on whether that statement section contains only a single security or multiple securities.

What's New

1. An *Other Securities Caption* section was added to the bottom of the *Condensed* tab (for statements of type *Condensed*) on the **Portfolio Statement Templates** page.
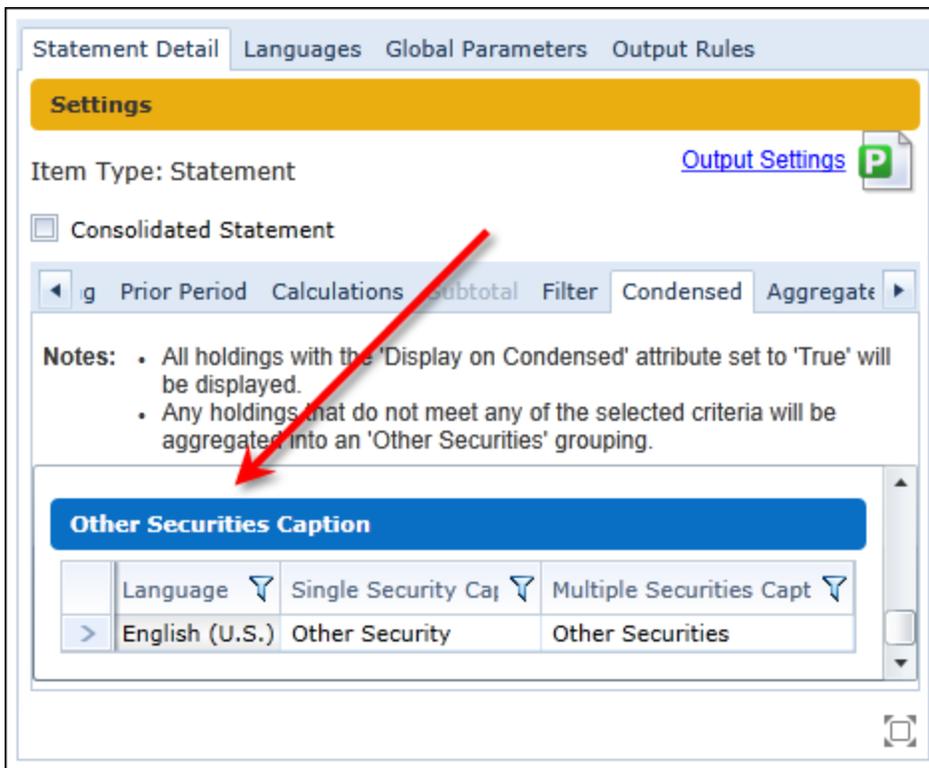
a. A grid is displayed in the section, with one row for each language associated with the portfolio statement template, and a *Single Security Caption* and *Multiple Securities Caption* column for

each language.

    i. Users can specify the text of each column with the desired caption text.

    ii. The default value for the *Single Security Caption* column is *Other Security*.

    iii. The default value for the *Multiple Securities Caption* column is *Other Securities*.

b. When the *Other Securities* section of the statement contains a single record the specified *Single Security Caption* text will be returned in project preview and output. When the *Other Securities* section contains multiple records the specified *Multiple Securities Caption* text will be returned in project preview and output.

> **Note:**
>
> When the *Other Securities* section contains multiple records, but these are combined into a single record for output purposes due to aggregation settings, the specified *Single Security Caption* text will be returned in project preview and output.

2. To facilitate the display of captions specified in the *Other Securities Caption* section of the *Condensed* tab on the **Portfolio Statement Templates** page, a *Caption* security-type data point was added to the list of available data points to map to statement lines of type *Other Securities* on *Data Points* tab of the **Portfolio Statement Template Output Settings** page. Users must map the *Caption* data point to any *Other Securities* line items that require the use of conditional *Other Securities* captions.

Process Changes

No changes to current processes are required.

32. Portfolio statement abbreviation legend enhancements

Overview

Several enhancements were made to portfolio statement abbreviation legend functionality to give users greater control over the abbreviations that will or will not display in the statement legend. In addition, the *Abbreviations* tab of the **Fund Holdings** page now provides more information with regard to the field(s) in which abbreviations were found during the abbreviations search.

What's New

1. Logic for determining abbreviation records to display in statement legends was modified so that only fields that are mapped to a given statement template via the **Portfolio Statement Template Output Settings** page will be searched. Therefore, the abbreviation legend will only contain abbreviations that are displayed in the project preview and output.

2. The following two columns were added to the grid on the *Abbreviations* tab of the **Fund Holdings** page:

    a. *Found in Master Identifier* - Displays the *Master Identifier* value for the first instance of the abbreviation that is found during the abbreviation search.

    b. *Found in Field* - Displays the name of the field in which the abbreviation is located, for the first instance of the abbreviation that is found during the abbreviation search.

3. The existing *Legend Exclusions* tab on the **Portfolio Statement Templates** page is now enabled for legends of type *Abbreviation*, and an *Abbreviation Exclusions* section was added to the tab that allows users to specify one or more abbreviation library records or category library records whose abbreviations should be excluded from displaying in the abbreviation legend for a given portfolio statement.

    a. Users can add abbreviation records to an *Abbreviation Exclusions* grid in the section to exclude those abbreviations.

    b. Users can add category records to an *Abbreviation Category Exclusions* grid in the section to exclude any abbreviations that are found within securities held by the specified category exclusions.

4. The following informational text was added to the *Abbreviations* tab of the **Fund Holdings** page:

    Abbreviations displayed apply to all securities held that contain an abbreviation in the caption, description,

class, series, or TBA description fields. Note: The 'Found in Master Identifier' and 'Found in Field' fields above provide details of only the first instance of each abbreviation found within fund holdings.

Process Changes

No changes to current processes are required, however abbreviations whose containing field is not displayed in statement preview/output will no longer display in any existing abbreviation legends that may hitherto have displayed those abbreviations.

33. Ability to insert data points within the "Return Value" of conditional value data points

Overview

Users can now leverage data points within the *Return Value* text when creating a data point of type *Conditional Value* in a custom data point library. This enhancement allows users to return a variable data point, rather than a simple string of text.

What's New

A *Data Point* button was added in association with the *Text* option on the **Edit Value** pop-up dialogue, which is invoked when adding or editing the *Return Value* or *Return Value if no conditions are met* fields for a data point of type *Conditional Value* via the **Custom Data Point Libraries** page.

1. Clicking the button causes the **Insert Data Point** pop-up dialogue to display, through which the user can specify a data point of their choosing to insert at the cursor location in the *Text* text box (*i.e.*, amidst any manually-entered text that may exist therein).

   Note:
   Multiple data points may be inserted within the text box, as required.

2. When the user clicks the *Accept* button at lower-right of the **Edit Value** dialogue, the text and/or data point(s) inserted display in the *Return Value* or *Return Value if no conditions are met* field.

When the formulas of *Conditional Value* data points are evaluated for project output, the applied formula elements and any data points inserted in the *Return Value* or *Return Value if no conditions are met* fields are leveraged.

Process Changes

No changes to current processes are required.

34. Ability to unlink text snippets in a project

Overview

Users can now unlink snippets of type *Link To Text Library* from the associated library within a project, allowing snippet content to be edited independent of (*i.e.*, not affecting) the snippet contained in the library. Users can link a snippet back to the library at any time in order to update it with the latest library content, but any manual edits will then be lost.

What's New

Existing functionality for "unlinking" and "linking" components on the **Project** page was expanded to include text snippets of type *Link To Text Library*. The *Unlink component* button now displays on the *Components* tab of the page for any given snippet of this type, allowing users to disassociate it from the text library.
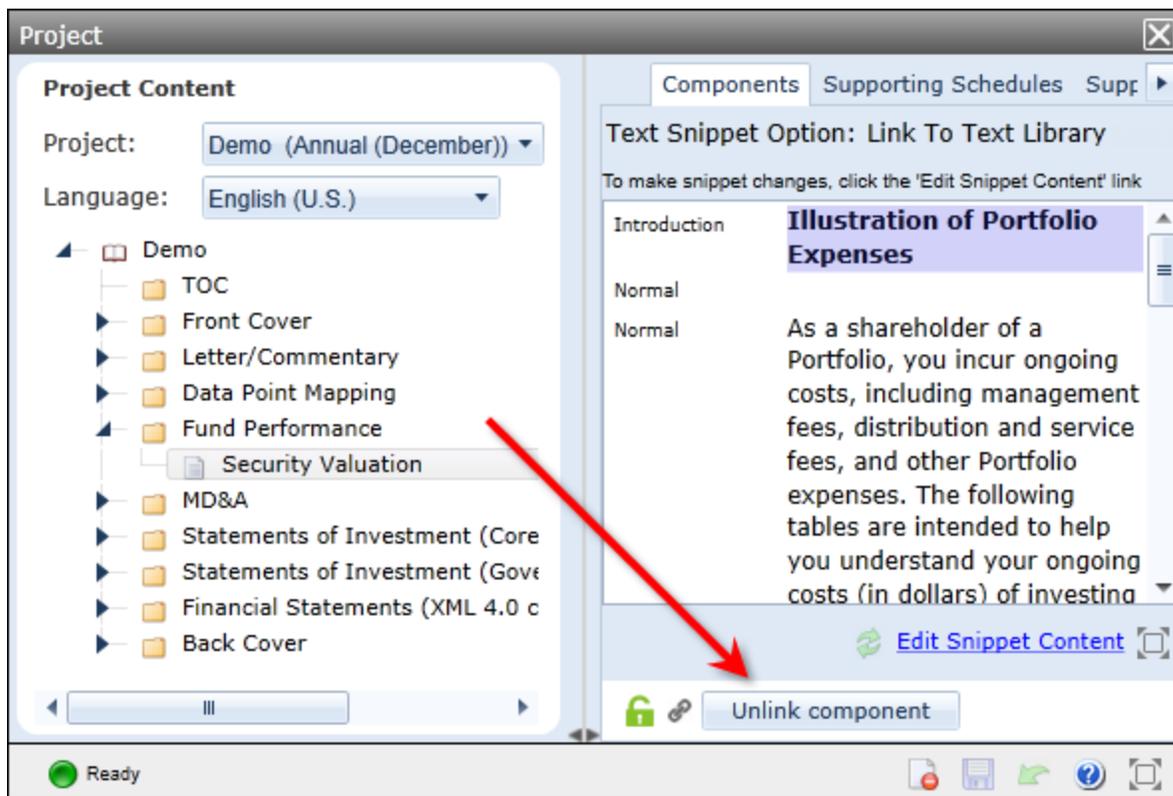
1. A user must have the existing *Unlink Project Components* user right assigned in order to unlink/unlink text snippets.

2. When a text snippet is in an unlinked state it can be edited within the project, without any of the changes affecting the associated snippet in the text library.

3. A user can reestablish the direct relationship of an unlinked snippet in a project to its counterpart in the text library at any time by clicking the *Link component* button. When a user takes this action, the content of the snippet in the text library will overwrite any and all manual edits that may have been made to the snippet in the project.

Process Changes

This functionality allows users to make project-specific changes to a given text snippet without impacting the corresponding snippet in the library or other documents that include the library snippet. This potentially changes the way users utilize the *Ad Hoc* and *Copy From Text Library* settings when assigning text snippets to project templates. Users should review their current workflow to take advantage of this new feature, where appropriate.

35. Dataload/data import logging in Class Balances and Fund Data Points audit reports

Overview

Changes made to class- and fund-level data via FTP dataloads and/or Excel data imports are now logged in the existing Class Balances Audit Report and Fund Data Points Audit Report, respectively. This new feature in each report complements existing functionality that tracks manual changes made via the *Class Balances* or *Fund Data Points* tabs of the **Financial Workbook** page.

What's New

The Class Balances Audit Report and Fund Data Points Audit Report were each enhanced to track changes made to class- and fund-level values by means of FTP dataloads and/or Excel data imports.

1. Changes to each data field are tracked in a separate record.

2. The *Editing User* field in the reports will be populated with a value of *FTP* when updates to a given data value are effected via an FTP dataload.

3. The *Editing User* field in the reports will be populated with the full name (*i.e.*, *Last Name, Full Name*) of the user that carried out an Excel data import that effected updates to a given data value.

4. A *Transaction Source* field was added to each report.

    a. When a user updates a given data value via an application user interface, a value of *Manual Entry* populates the field for the corresponding record in the report.

    b. When the updates to a given data value are effected via an FTP dataload or an Excel data import, a value of *Data Import* populates the field for the corresponding record in the report.

Process Changes

Users no longer need to go to the **Data Archive** page to find data changes made as a result of Class Information or Fund Information FTP dataloads and/or Excel data imports.

Closed Defects

The following issues were addressed in this release of FundSuiteArc products.

Product	Module / Location	Description
ArcReporting	Project	Corrected financial statement preview/output logic to prevent the display of a specific error message when a given statement included more than 5 account periods.
ArcReporting	Text Libraries	Corrected the behavior of the text editing pane on the **Text Libraries** page to prevent carriage returns being created before and after an inserted *Page/Note Reference* data point.
ArcReporting	Financial Workbook	Updated display logic for the *Financials* tab of the **Financial Workbook** page to ensure that the *Refresh data* and *Export financial preview* buttons are visible at all times.
ArcReporting	Project	Corrected portfolio statement preview logic to prevent the display of duplicate *Stack Level 1* contents.
ArcReporting	(multiple locations)	Updated data grid behavior in several areas of the application to prevent the manual entry of content in cells whose values are intended to be read-only. Although manual edits to read-only cells could not actually be saved prior to this fix, the ability to temporarily modify such cells' contents was removed in the following areas: ▪ *Financials* tab of the **Financial Workbook** page ▪ **Non-Participating Accounts** page ▪ *Proofing* tab of the **Financial Workbook Templates** page ▪ Mapping grid of the **Financial Statement Template Output Settings** page
ArcReporting	Securities Audit Report	Fixed a defect in the Securities Audit Report that prevented the display of results of types *Security Footnote Attach* and *Security Footnote Detach*.
ArcReporting	Portfolio Statement Templates	Updated logic for the *Display category header if no securities held in current period* check box option on the *Prior Period* sub-tab of the **Portfolio Statement Templates** page to ensure that the correct value displays when the check box is selected.

ArcReporting

Product	Module / Location	Description
ArcReporting	Financial Workbook	Fixed a defect that caused duplicate journal entries to be made in some cases when the *Make Auto Reclass Journal Entries* link was clicked.
ArcReporting	Financial Workbook	Corrected trial balance logic to ensure that all balance information for general ledger accounts displays on the **Financial Workbook** page when viewing the trial balance for a specific class.
ArcReporting	Financial Workbook	Fixed a defect whereby information for a given class displayed multiple times in the trial balance worksheet of the Financial Workbook Export file if the class had multiple load codes defined on the **Funds** page.
ArcReporting	Financial Statement Template Output Settings	Updated financial statement template copy logic to fix a defect in which a copied statement appeared to have no columns when its settings were viewed via the **Financial Statement Template Output Settings** page, and an attempt to change the number of columns would cause the application to close.
ArcReporting	Holdings Breakout Report	Corrected output logic for the Holdings Breakout Report to prevent the display of blank rows in the Excel output file. This fix also corrected an output sorting issue that caused certain data rows to be displayed above the column header row.
ArcReporting	Project preview/output	Updated financial statement preview and output logic to ensure that the ordering of account periods matches the order defined in the associated template, when that template uses a *Period by Class* repeat group.
ArcReporting	Fund Holdings	Fixed a defect that could prevent the **Fund Holdings** page from responding when using the *Search* tool.

Product	Module / Location	Description
ArcReporting	Project	Fixed a defect whereby the order of chapters and sections set to *All Funds - Repeat* in a project's template did not match the display on the **Project** page when synced.
ArcReporting	Financial Workbook: Footnotes	Corrected footnote display logic to ensure that the user interface refreshes to reflect the absence of footnotes that are removed, as the pop-up dialogue used to remove the footnote(s) is closed.
ArcReporting	Financial Workbook Templates: Calculation sheets	Fixed a defect in which calculation sheet items of type *Holdings* did not return to their original state when the user clicked the *Revert* button.
ArcReporting	Portfolio Statement Templates	Updated caption logic for *Other Assets* and *Net Assets* items to ensure that updates made by users are saved when the *Save* button is clicked. Prior to this fix, updated captions appeared to be saved, but when the user left and then returned to the user interface, the effected changes were not present.
ArcFiling/ArcReporting	New Securities Report	Adjusted query logic for the **New Securities Report** page to cause the correct list of new securities to return when the report is run for a specified fund group (*i.e.*, all funds in the group).
ArcFiling/ArcReporting	Holdings Import/Holdings Load Options	Fixed a defect that caused certain numeric database fields to be overwritten with a value of *0.00* when the data import source file contained no value for a given field and the *Add to existing numeric values* check box option was selected on the **Security Balance** tab of the **Holdings Import** dialogue or **Holdings Load Options** page.

Product	Module / Location	Description
ArcFiling/ArcReporting	Project output	Updated certain properties of the following previously-unusable output style types/table types to allow users to leverage them within the settings of portfolio statement templates and tabular data templates: ■ Top 'N' - Purchases and Sales ■ Fair Value - Assets and Liabilities ■ Fair Value - Gain/Loss ■ Net Gain/Loss on investments ■ Other Gain/Loss
ArcFiling/ArcReporting	Project output	Project output formatting logic was updated to prevent incorrect information from being sent to the document processing service in cases where either *Bold* or *Italic* styles (or both) were applied to portfolio, financial or tabular data template content by means of the **Format Column**, **Format Row**, **Format Cell** or **Format Item** dialogues.
ArcFiling/ArcReporting	Project output	Project output logic was updated to ensure that custom literals and the literals *hardreturn*, *softreturn*, *space* and *tab* render correctly when they are mapped in the output settings of portfolio, financial or tabular data templates.

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