

# **Infront Advisory Solution**

User manual Version 2.55.1

Exported from the Help Center on 01/31/2022





Please note that the software and hardware names mentioned in the user manual, as well as the trademarks of the relevant companies, are generally subject to legal trademark, brand or patent provisions.

Information in this user manual is being published without taking into account possible patent protection.

Product information is used without guarantee of free usability.

The utmost care was used in preparing the text. Nevertheless, the possibility of errors cannot be completely excluded.

The publisher, the editor and the authors can assume neither legal responsibility nor liability in the event of erroneous information and its consequences.

The editors are grateful for any suggestions for improvement or notification of errors.

All rights to this document are retained, including the rights to photocopies and stor-age on electronic media.



# Content

1	Infront Advisory Solution	10
2	Release Notes	11
2.1	General information about the Release Notes	11
2.2	Service Pack 2.55.1	11
2.2.1	New features and improvements in Service Pack 2.55.1	11
2.3	Service Pack 2.54.1	12
2.3.1	New features and improvements in Service Pack 2.54.1	12
2.4	Service Pack 2.53.1	12
2.4.1	New features and improvements in Service Pack 2.53.1	12
2.5	Service Pack 2.52.1	12
2.5.1	New features and improvements in Service Pack 2.52.1	12
2.6	Service Pack 2.51.1	13
2.6.1	New features and improvements in Service Pack 2.51.1	13
3	Introduction	14
4	Work environment	16
4.1	Header	16
4.2	Main menu	18
4.3	Navigation pane	19
4.4	Analysis area	20
4.5	Status row	21
4.6	Market data ticker tape	21
4.7	Threads	21
4.7.1	Open new thread	22
4.8	Show/hide main menu and navigation pane	22
4.9	Customise working environment	24
5	Search	25
5.1	Search objects	25
5.1.1	You can search for the following securities account objects:	25
5.1.2	Live search	26
5.2	Search result	26
5.3	Object view	27
5.3.1	Toolbar in navigation pane in object view	29
5.3.2	Profile in navigation pane of object view	30
6	Dashboards	31
6.1	Global dashboards	32



6.2	Holder dashboards	. 33
6.3	Portfolio dashboards	. 33
6.4	Create global dashboard	. 34
6.5	Edit global dashboards	. 35
6.6	Copy global dashboards	. 36
6.7	Delete global dashboards	. 37
6.8	Dashboards and client meetings	. 37
6.9	Edit holder and portfolio dashboards	. 37
6.10	Widgets	. 38
6.10.1	List of available widgets	. 39
6.10.2	Status of activities	. 40
6.10.3	Activities (total overview)	. 41
6.10.4	Alerts (total overview)	. 41
6.10.5	Client Structure	. 42
6.10.6	New prospects	. 44
6.10.7	Tops/flops - clients	. 45
6.10.8	Assets under management	. 46
6.10.9	"Activities overview" client widget	. 46
6.10.10	"Alerts" client widget	. 46
6.10.11	"Cash flow overview" client widget	. 47
6.10.12	"Account/securities account overview" client widget	. 48
6.10.13	"Performance/risk class" client widget	. 49
6.10.14	"Performance history" client widget	. 50
6.10.15	"Risk development" client widget	. 52
6.10.16	"Asset structure" client widget	. 54
6.10.17	"Change in value" client widget	. 56
6.10.18	"Arbitrage" market data widget	. 57
6.10.19	"Chart" market data widget	. 58
6.10.20	"Compact quote" market data widget	. 59
6.10.21	"Favourites" market data widget	. 61
6.10.22	"Price list" market data widget	. 62
6.10.23	"Market overview" market data widget	. 62
6.10.24	"Sample portfolio" market data widget	. 63
6.10.25	"News" market data widget	. 64
6.10.26	"Company events" market data widget	. 65
6.10.27	"Tops/Flops" market data widget	. 66
6.10.28	"vwd page" market data widget	. 67



6.10.2	29 "Watchlist" market data widget	68
7	Customers	70
7.1	View in "Customers" area	70
7.1.1	Client, portfolio and prospect lists in the navigation pane	70
7.1.2	Explorer	71
7.1.3	Object views in the "Customers" area	72
7.1.4	Group analyses	73
7.2	Holder view	74
7.2.1	Navigation pane (in the "Holder" object window)	75
7.2.2	Holder profile	75
7.2.3	Holder master data	75
7.2.4	Linked objects	76
7.2.5	Activities	77
7.2.6	Documents	77
7.2.7	Dashboard	77
7.2.8	Analyses	77
7.2.9	Ordering	85
7.3	Further object windows in the "Customers" area	85
7.3.1	Portfolio view	85
7.3.2	Account view	86
7.3.3	Securities account view	88
7.3.4	Security view	89
7.4	Prospects	89
7.4.1	Create prospect	89
7.4.2	Prospect list	90
7.4.3	"Prospect" view	90
7.4.4	Prospect profile	90
7.4.5	Prospect master data	91
7.4.6	Activities (prospects)	91
7.4.7	Linked objects (prospects)	91
7.4.8	Analyses (prospects)	92
7.5	Person view	92
7.5.1	Person master data	92
7.5.2	Person profile	93
7.6	Document archive	93
7.6.1	Archive documents	93
7.6.2	Show list of archived documents	94



7.6.3	Show document list	95
7.7	Alerts	96
7.8	Client meetings	97
7.8.1	Start client meeting	97
7.8.2	Hidden elements in a client meeting	98
7.8.3	Analyses and client meetings	98
7.8.4	Document archives and client meetings	98
7.8.5	Effect on the view of various securities account objects	98
7.8.6	Close client meeting	99
7.9	Further possibilities in the "Customers" area	99
7.9.1	Own prospects	99
7.9.2	Focus list	100
8	Markets	101
8.1	View in the "Markets" window	101
8.1.1	Overview	102
8.1.2	Pages	109
8.1.3	Shares	111
8.1.4	Funds	114
8.1.5	Bonds	114
8.1.6	Certificates	116
8.1.7	Warrants	121
8.1.8	Foreign exchange	122
8.1.9	Contracts	125
8.1.10	Commodities	125
8.1.11	Economics	126
8.1.12	Object views in the "Markets" area	128
8.2	Security portrait	128
8.2.1	Open security portrait	129
8.2.2	Navigation pane in the securities portrait	129
8.2.3	Overview in the security portrait	130
8.2.4	Master data [pm]	138
8.2.5	Arbitrage	139
8.2.6	T & S (Time & Sales)	140
8.2.7	Financial indicators	145
8.2.8	News in the securities portrait	148
8.2.9	Valuation (theScreener)	149
8.2.10	Company	149



8.2.11	Charts	150
8.2.12	"MiFID II" menu item in the security portrait	159
8.2.13	"List" menu item in the securities profile of indices	159
8.2.14	"Warrant Calculator" menu item in the security profile of warrants	160
8.2.15	"Yield Calculator" in the security portrait of indices	161
8.2.16	"Structure" in the security portrait of funds	161
8.2.17	"Fund prospectuses" menu item in the security profile of funds	161
8.2.18	Derivatives	162
8.2.19	Analyses from Infront Portfolio Manager	162
8.3	Favourites	164
8.3.1	Add securities to favourites	165
8.3.2	Add pages to favourites	165
8.3.3	Open favourites	166
8.3.4	Rename favourites	166
8.3.5	Change the order of the favourites	167
8.3.6	Delete favourites	167
9	News	168
9.1	News overview	169
9.1.1	Elements of the news overview	170
9.1.2	Associated instruments in the news overview	172
9.2	News search	175
9.2.1	Settings of news search	175
9.2.2	Save search queries for news	178
10	Tools	179
10.1	Watchlists	179
10.1.1	Create watchlist	180
10.1.2	Work with watchlists	180
10.1.3	Add securities to watchlist	182
10.1.4	Change the trading venue of a security in the watchlist	182
10.1.5	Remove security from watchlist	183
10.1.6	Enter comments on securities in watchlists	184
10.1.7	Watchlist views	184
10.2	Sample portfolios	185
10.2.1	Create sample portfolio	186
10.2.2	Work with model portfolios	186
10.2.3	Transactions in sample portfolios	189
10.2.4	Views of sample portfolios	193



10.2.5	Enter comments about portfolio positions	197
10.3	Currency converter	197
10.4	Investment Calculator	198
10.4.1	Initial amount	199
10.4.2	Savings plan	200
10.4.3	Withdrawal with capital consumption	200
10.5	OS Calculator	201
10.5.1	Select warrant in the Warrant Calculator	201
10.5.2	Components of the Warrant Calculator	202
10.6	Yield Calculator	209
10.6.1	Select bond in the Yield Calculator	210
10.6.2	Elements of the Yield Calculator	210
10.7	Advanced search	214
10.7.1	Search parameters	215
10.7.2	Example: Search for a knock-out certificate	220
10.7.3	Save search queries	223
10.7.4	Equities search	224
10.7.5	Fund search	232
10.7.6	Bonds search	238
10.7.7	Certificates search	245
10.7.8	Warrants search	256
10.7.9	Option search	266
10.7.10	Futures search	272
11	Search results (area)	275
12	Settings	276
12.1	Settings	276
12.1.1	General	276
12.1.2	Fees per trade for sample portfolio	277
12.2	Change password	277
13	Help	278
13.1	Info	278
13.2	Update manual	278
13.3	Standard activities manual	278
13.4	Open help	278
14	Advisory process	279
14.1	Activity framework and workflows	
14.1.1	Customising the processes	280



14.2	Use activities	. 280
14.2.1	Activity overview	280
14.2.2	Create activity	. 281
14.2.3	Open activity	. 281
14.2.4	Activity view	. 281
14.2.5	Mandatory fields	. 283
14.3	Maturity date	. 284
14.3.1	General structure	. 284
14.3.2	"MiFID data recording" activity	. 284
14.3.3	"Investment proposal" activity	. 285
14.3.4	"Internal note" activity	. 285
14.3.5	"Investment advice" activity	. 285
14.3.6	"Transaction without advice" activity	. 286
15	Standard activities	287
15.1	Client profiling	. 287
15.1.1	Client profiling - Record	. 287
15.1.2	Client profiling - Review	. 293
15.2	Investment simulation	. 293
15.2.1	Workflow of the "Investment simulation" activity	293
15.2.2	Investment simulation - Record	294
15.2.3	Investment simulation - Execute	304
15.2.4	Investment simulation - Controlling	305
15.3	Internal note	305
15.3.1	Internal note - Record - Start page	305
15.3.2	Internal note - Record - Internal note	306
15.3.3	Internal note - Record - Manage attachments	306
15.3.4	Internal note - Record - Complete	306
16	HTTPS configuration	307



# 1 Infront Advisory Solution

Advisory processes, client analysis, portfolio management

#### Contents

- Release Notes
- Introduction
- Work environment
- Search
- Dashboards
- Customers
- Markets
- News
- Tools
- Search results (area)
- Settings
- Help
- Advisory process
- Standard activities
- HTTPS configuration
- Downloads

01/31/2022 10 / 308



#### 2 Release Notes

Here, you can find the Release Notes for the individual Service Packs and Fix Packs of Infront Advisory Solution.

#### See also:

- · General information about the Release Notes
- Service Pack 2.55.1
- Service Pack 2.54.1
- Service Pack 2.53.1
- Service Pack 2.52.1
- Service Pack 2.51.1

#### 2.1 General information about the Release Notes

As for Infront Portfolio Manager, you will receive an update manual also for the Infront Advisory Solution, which contains all new features, improvements and bug fixes that are rolled out in the program with Service Packs and Fix Packs. The Release Notes thus represent a detailed version overview.

The latest changes are always at the start of the document. All bug fixes ("B"), improvements ("I") and new functions ("N") of a Service Pack or Fix Pack can be found at the start of the version information as short *Release Notes* in the form a list.

New features are then described in detail in the Manual supplements for the individual releases.





You can also add the "Market Manager Financials Web" product that provides comprehensive market data and news for your investment advice services. These Release Notes also cover all elements and functions that are available only with this product. As in the Infront Advisory Solution user manual, the corresponding chapters and functions are indicated by this symbol. In the Release Notes, this symbol appears in the "MMF?" column.

#### 2.2 Service Pack 2.55.1

Service Pack 2.55.1 was released together with Service Pack 6.55 of Infront Portfolio Manager on December 12, 2021.

#### See also:

New features and improvements in Service Pack 2.55.1

# 2.2.1 New features and improvements in Service Pack 2.55.1

Service Pack 2.55.1 of Infront Advisory Solution is released together with Service Pack 6.55 of Infront Portfolio Manager and thus benefits from the new features and bug fixes in Infront Portfolio Manager. For details on all new features, see the Release Notes for Infront Portfolio Manager 6.55.

01/31/2022 11 / 308



#### 2.3 Service Pack 2.54.1

Service Pack 2.54.1 was released together with Service Pack 6.54 of Infront Portfolio Manager on October 11, 2021.

#### See also:

New features and improvements in Service Pack 2.54.1

# 2.3.1 New features and improvements in Service Pack 2.54.1

Service Pack 2.54.1 of Infront Advisory Solution is released together with Service Pack 6.54 of Infront Portfolio Manager and thus benefits from the new features and bug fixes in Infront Portfolio Manager. For details on all new features, see the Release Notes for Infront Portfolio Manager 6.54.

#### 2.4 Service Pack 2.53.1

#### See also:

New features and improvements in Service Pack 2.53.1

#### 2.4.1 New features and improvements in Service Pack 2.53.1

The following improvements were introduced in Service Pack 2.53.1:

ID	Туре	Area	Description
PM-3439	I	Reporting, Infront Advisory Solution	In Infront Advisory Solution, reports are now displayed in the user's default reporting language set in Infront Portfolio Manager. This language can be changed in the Infront Advisory Solution.

Service Pack 2.53.1 of Infront Advisory Solution is released together with Service Pack 6.53 of Infront Portfolio Manager and thus benefits from the new features and bug fixes in Infront Portfolio Manager. For more information about all new features, see the Release Notes for Infront Portfolio Manager 6.53.

#### 2.5 Service Pack 2.52.1

#### See also:

New features and improvements in Service Pack 2.52.1

# 2.5.1 New features and improvements in Service Pack 2.52.1

Service Pack 2.52.1 of Infront Advisory Solution is released together with Service Pack 6.52 of Infront Portfolio Manager and thus benefits from the new features and bug fixes in Infront Portfolio Manager. For more information about all new features, see the Release Notes for Infront Portfolio Manager 6.52.

01/31/2022 12 / 308



#### 2.6 Service Pack 2.51.1

#### See also:

• New features and improvements in Service Pack 2.51.1

# 2.6.1 New features and improvements in Service Pack 2.51.1

Service Pack 2.51.1 of Infront Advisory Solution is released together with Service Pack 6.51 of Infront Portfolio Manager and thus benefits from the new features and bug fixes in Infront Portfolio Manager. For more information about all new features, see the Release Notes for Infront Portfolio Manager 6.51.

01/31/2022 13 / 308



# 3 Introduction

The Infront Advisory Solution is Infront's browser-based application for financial advisors in banks and asset management.

With an installed Infront Portfolio Manager, you have a wide range of options for analysing clients and portfolios, client and portfolio groups as well as for documenting the advice and order placement for your advisory service.

With Infront Advisory Solution, you can always stay up-to-date and provide investment advice wherever you are. All analyses from Infront Portfolio Manager are available and fully customisable. In addition, you can use all your customised and default reports and report folders of Infront Portfolio Manager.

The manual covers all important elements and the basic navigation of the application.

You can also add the "Market Manager Financials Web" product that provides comprehensive market data and news for your investment advice services.

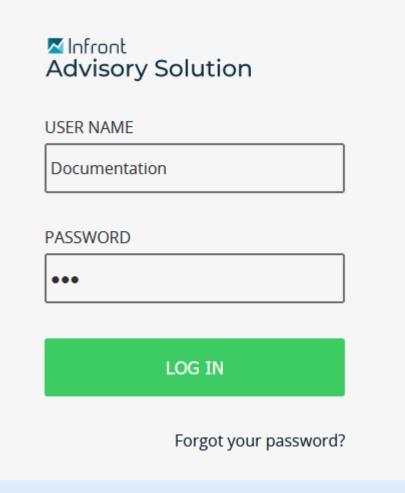


The chapters and functions indicated with this symbol are only available with an activated "Market Manager Financials Web" product license.

01/31/2022 14 / 308



The users of Infront Advisory Solution are identical to the users of Infront Portfolio Manager. For this reason, the users are centrally managed in the user administration of Infront Portfolio Manager. To log in to Infront Advisory Solution, use the user name and password from Infront Portfolio Manager.



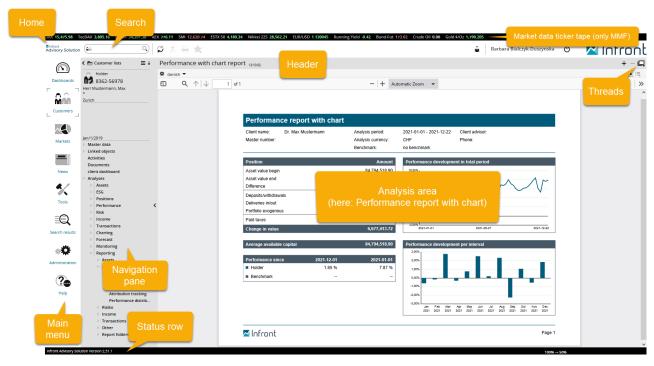
The "Market Manager Financials Web" product for the extended market data component is plugged in by the administrator via the user administration and does not require any additional log in. By default, the connection to Infront Advisory Solution is an HTTP connection. You can also change your environment to "HTTPS" (Hypertext Transfer Protocol Secure) if you have the appropriate certificate and key files for this address. The chapter HTTPS configuration contains the necessary information on this change.

01/31/2022 15 / 308



#### 4 Work environment

All the important elements of the user interface are presented here.



In the figure, you see the overview page of the "Customers" area. In the analysis area, you see the navigation pane known from the Infront Portfolio Manager Explorer showing the groups and securities account filters. In the example, the "Market Manager Financials Web" product is activated as indicated by the "Markets", "Tools" and "News" menu items. In the following sections, you find more information on the various elements of the user interface.

# Header Main menu Navigation pane Analysis area Status row Market data ticker tape Threads Show/hide main menu and navigation pane Customise working environment

#### 4.1 Header

In the header, you find the following global navigation elements:

01/31/2022 16 / 308



Function		Description
Home function	✓ Infront Advisory Solution	Click the logo to go to the start page.  The default start page is always a global dashboard.
Search	Securities account objects	Enter the search term for your securities account objects and start the search by pressing <return> or clicking the "Search" button (magnifying glass).</return>
Search	Securities account properties  Market data	If the "Market Manager Financials Web" product is activated, first select the required search by clicking the corresponding icon. Search for securities account objects or search for market data (securities).  Enter the search term and start the search by pressing <return> or by clicking the "Search" icon (magnifying glass).</return>
Update	Ş	Refreshes the view in the analysis area.  Use only this function for refreshing in Infront Advisory Solution. By using the browser's refresh function ( <f5>), you close the application and open the login page.</f5>
Export as PDF file		Saves the current page as PDF file.
Print	<del></del>	Prints the current display.
Favourites	*	Select this icon to open a menu with the securities and pages saved as favourites.  For more information, see Favourites.
Client meeting	ĥ	Starts the client meeting mode and thus hides the data of all other clients. The button is enabled only if you have selected a holder or prospect.

01/31/2022 17 / 308



Function		Description
Display name		The display name of the logged in user.  If the "Market Manager Financials Web" product is activated, then the user name from the user administration of Infront Portfolio Manager is shown in the header.
Log out	Ф	Click this icon to log off from Infront Advisory Solution.
Logo	✓ Infront	Here is the place for your individual logo.  For more information on how to configure your company logo yourself, see Customise working environment.

# 4.2 Main menu

On the left, you see the workspace menu of Infront Advisory Solution. Clicking the area opens the corresponding overview page. In detail, you select the following areas:

Area	Symbol	Description	MMF?
Dashboards		The "Dashboards" workspace allows you to select and usually customise your start pages.	
Customers	<b>M</b> M	The "Clients" workspace contains important functions for clients, portfolios and prospects. It is based on the comprehensive portfolio management system of Infront Portfolio Manager.	
		In the corresponding navigation pane, you find the "Client lists", "Portfolio lists" and "Prospect lists" sections. Furthermore, it is possible to create a prospect.	
		In the analysis area, the Explorer familiar from Infront Portfolio Manager helps to select specific clients, prospects or portfolios.	
Markets	~	The "Markets" workspace provides market data from "Market Manager Financials Web" in various features.	~
		In the navigation pane, you find selected overview pages as a starting point for further analyses.	

01/31/2022 18 / 308



Area	Symbol	Description	MMF?
News		In the "News" workspace, you find a news overview as well as a news search.	
Tools	4/	The following useful tools are available:  • Watchlists  • Sample portfolios  • Currency converter  • Investment Calculator  • OS Calculator  • Yield Calculator  • flexChartAnalyser  • Advanced search	
Search result	<b>■</b>	Select this workspace to return to the last search result.  If the "Market Manager Financials Web" product is activated, then the search results are grouped by securities account objects and market data.	
Settings	**	Allows you to adjust various settings.  Note that after you change your password in Infront Advisory Solution, you also need to use this password in Infront Portfolio Manager.	
Help	?	Here you will find the link to the Help Center for the Infront Advisory Solution.	

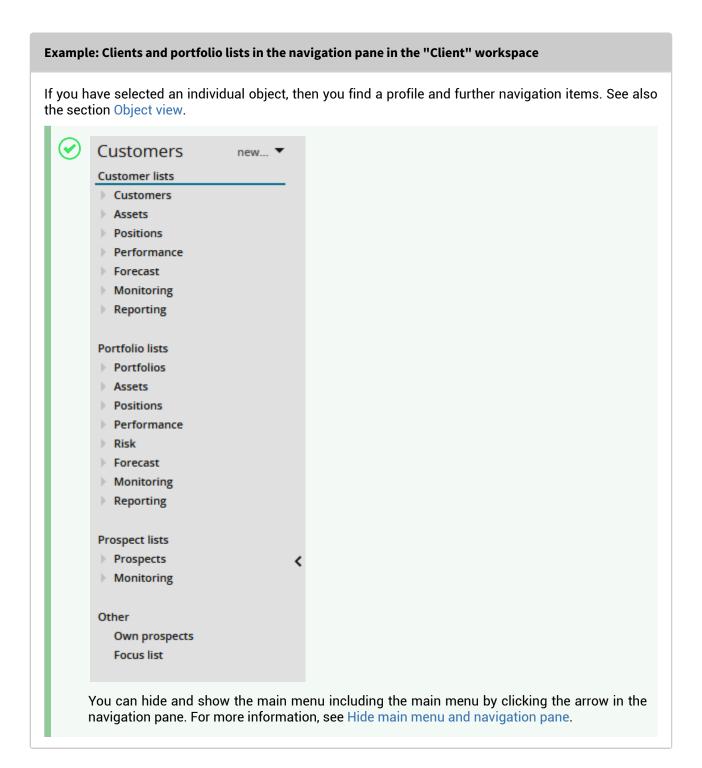
You can hide and show the main menu including the navigation pane by clicking on the arrow in the navigation pane. For more information, see Hide main menu and navigation pane.

# 4.3 Navigation pane

To the right of the main menu, you find the navigation pane. Use it to navigate within a workspace.

01/31/2022 19 / 308





# 4.4 Analysis area

The analyses are shown in the analysis area (area to the left of the navigation pane). Many windows have a toolbar with headers and functions.

For clients, portfolios and prospects, you find a further level of navigation: the Explorer. Here, you can select the groups of clients (holders), portfolios and prospects as well as the corresponding filters defined in Infront Portfolio Manager. On the right of the analysis area, you see the content of the groups or filters, that is, the individual clients, portfolios or prospects. When you select them by clicking their name, the object opens in its corresponding object in its Object view.

01/31/2022 20 / 308



You can expand or collapse the Explorer by clicking the arrow icon.

#### 4.5 Status row

Below, you find the status bar with the current information about the program. Thus, you can view the information on the user, program version and all licensed modules directly from the status bar. To do this, just click the version number of your Infront Advisory Solution on the left.

#### Infront Advisory Solution Version 2.51.1

The corresponding information is shown in a pop-up window. Alternatively, you can view this information in the "Help" workspace under "Info".



In the right part of the status bar, you can reduce the display by 50% or return to 100%. To do this, click the zoom view.



Furthermore, you can see the number of available messages, for example, concerning analyses running in the background. Click them to view the details of these messages. For more information on messages, see the section Analyses in the background.

#### 4.6 Market data ticker tape



Above, you find a market data ticker tape. This ticker shows you up-to-date prices of indices and other important indicators.



Point to an index in the ticker to see the time of the price and the percentage change.

By clicking the index, you open the corresponding market data window.

#### 4.7 Threads

With threads, you can follow multiple lines of work. Each thread represents a work environment of its own that is easy to leave and return to. You can open up to 10 threads.

01/31/2022 21 / 308



For example, you can leave your current portfolio view to look at security in a new thread and then quickly return to the portfolio.

(i) When yo

When you log off from the program, the threads are not saved.

#### See also:

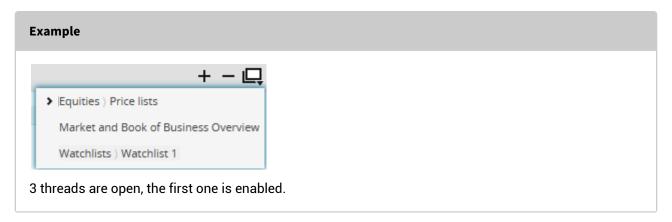
· Open new thread

# 4.7.1 Open new thread

Click the "Open new thread" icon on the right of the toolbar to open a new thread showing the start page. The previously opened threads remain opened; you can bring them to the foreground by selecting them in the drop-down list.



 $^{f \sharp}$  Click the "Change thread" icon to switch to a corresponding thread from the drop-down list.

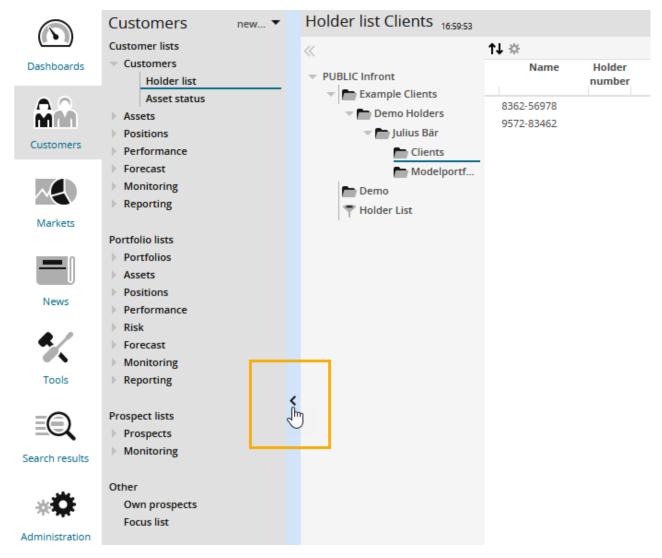


# 4.8 Show/hide main menu and navigation pane

If you need space for your analysis opened in the analysis area, you can hide the main menu and navigation pane. To do this, click the arrow on the right in the navigation pane.

01/31/2022 22 / 308

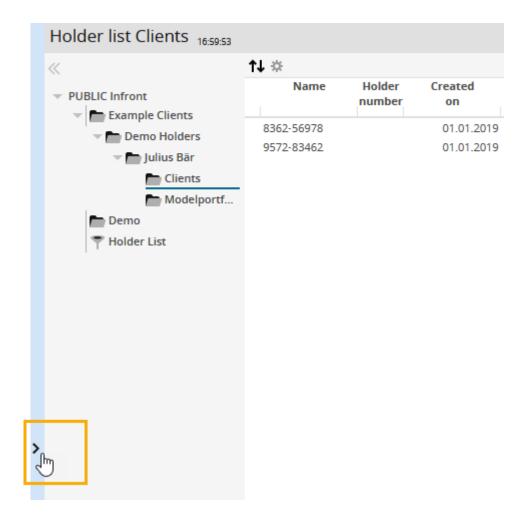




Click the arrow that now points in the direction of the analysis area once more to displays the main menu and navigation pane again.

01/31/2022 23 / 308





# 4.9 Customise working environment

In Infront Advisory Solution, you can replace the standard logo in the upper right-hand corner of the program and/or the logo in the registration dialogue window with your individual company logo.

1. To do this, rename the graphic files in \*.png format as follows:

Login dialogue: as-login-logo.png

Program logo: as-right-logo.png

Please also note the size of the graphics: The sample logo has the dimensions 210x48 pixels. In the program, the logo may be slightly wider, but should not be higher, in the login dialogue window, we recommend the same size.

- 2. Place these files with exactly these names in the <locale directory>:
  - "..\local\sys"
- 3. Restart the Portfolio Manager Server.

The next time you log in to the Infront Advisory Solution, your logos will be displayed.

01/31/2022 24 / 308



#### 5 Search

The search allows you to directly go to any object. For example, you can quickly open the asset summary of a client.

#### See also:

- · Search objects
- · Search result
- · Object view

# 5.1 Search objects



Use the search to find the desired securities account objects. The input field for entering the search terms is located in the header of Infront Advisory Solution.



Press the <SHIFT>+<ALT>+<F> keys to switch directly to the search dialogue window.

If the "Market Manager Financials Web" product is linked, then pressing the same key combination again within the search switches from the search for securities account objects to the search for market data and vice versa.

# 5.1.1 You can search for the following securities account objects:

- Holder
- Portfolio
- · Securities account
- Account
- Prospect



If the "Market Manager Financials Web" product is activated, then you can also search for market data. Then, select the corresponding search by clicking the icons in the input window or by using the key combination <SHIFT>+<ALT>+<F>:

- Search for securities account objects
- Search for market data

Next, follow these steps:

- 1. Enter a search term in the input window.
- 2. Start the search with the <RETURN> key or by clicking the search icon (magnifying glass) or select the relevant result from the live search list that appears.
  - If exactly one object is found, it will be opened in its Object view immediately.
  - If there are several hits, they will be displayed in the "Search results" area. There, you can then select the relevant result.

01/31/2022 25 / 308



If the search query does not return any hits, the "Search result" area is also displayed. You can start another search in this case.

# See also: • Live search

#### 5.1.2 Live search

The integrated live search helps you enter the right search term. Suggestions in a pop-up box auto complete the characters that you enter. There, you can select the relevant suggestion by clicking it or using your arrow keys and thus go directly to the view of the selected object.



#### 5.2 Search result

If a search returns several results, then these are shown in the "Search result" section. Furthermore, you can search for security types by using the Advanced search in the tools.



If the "Market Manager Financials Web" product is activated, then the "Search results" section distinguishes between the "Securities account objects" and "Market data" result types. You can select between these result types in the navigation pane.

In addition, you can switch the search mode from "Securities account objects" and "Market data" and vice versa by clicking the symbol on the left of the search field or by pressing <SHIFT>+<ALT>+<F>.

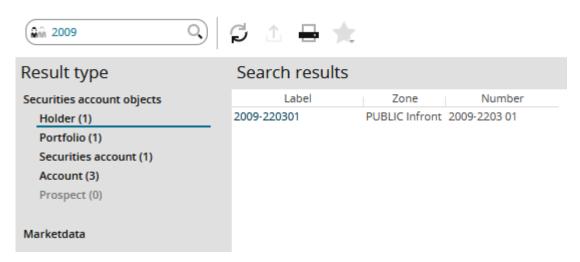
#### Market data objects you can search for:

- Shares
- Funds
- Indices
- Bonds
- · Certificates
- Warrants
- Other

Within the result types, the matches are sorted by various objects. The securities account objects are grouped by holder, portfolio, securities account object, account and prospect. The number in brackets behind each entry shows the number of results for a certain object type.

01/31/2022 26 / 308





Select the relevant object by clicking its name, thus opening the corresponding Object view objects.



The icon in the workspace menu switches to the search results, allowing you to see the last search results.

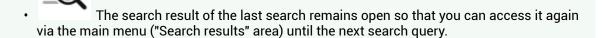


If you have activated the "Market Manager Financials Web" product, then you can use the Advanced search for more detailed search queries by security type.

# **(**

#### Tips on the search result

- This icon opens the familiar menu with the following entries for the respective price quotation in the search results of a securities search:
  - · Show security profile
  - · Show chart centre
  - To Favourites
  - · To watchlist
  - · To portfolio
- By clicking the securities in the "Name" column, you go directly from the search results of a security search to the corresponding security profile.

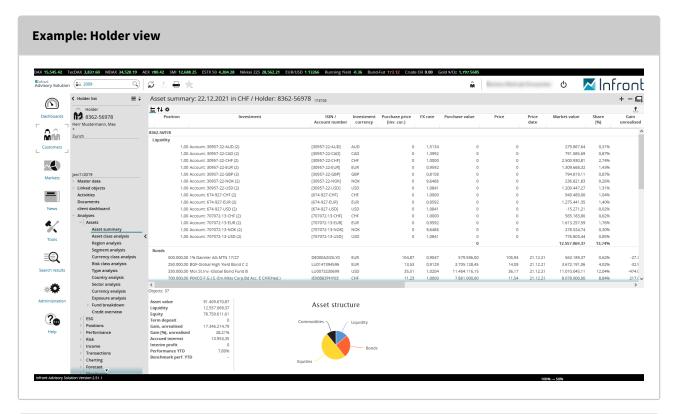


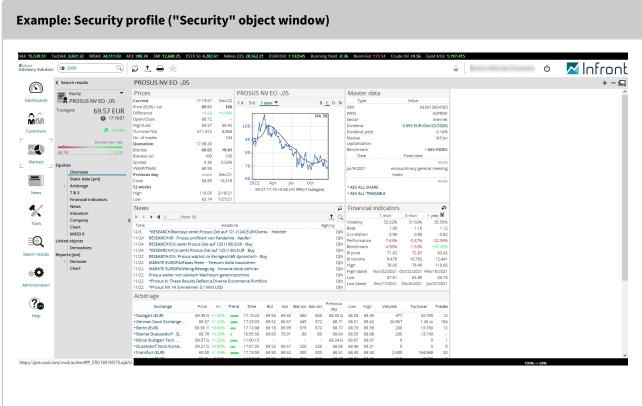
# 5.3 Object view

Objects open in an individual object view that are different from the overviews (for example, the View in "Customers" area).

01/31/2022 27 / 308







For more information on the various elements in the navigation pane, see the corresponding chapters on the views of the individual objects:

- Holder view
- · Portfolio view
- · Account view

01/31/2022 28 / 308



- · Securities account view
- "Prospect" view
- Activity view
- · Security view
- · and so on

#### See also:

- Toolbar in navigation pane in object view
- Profile in navigation pane of object view

# 5.3.1 Toolbar in navigation pane in object view

At the top of the navigation pane, you find a toolbar with the return function, context list and list navigation as well as a concise profile of the object.



- · Return function
- Context lists

#### Return function

For example, if you selected a holder from a holder list, then you can return to the holder list by using the return function. If you have selected a holder from the search results, then the return function takes you back to the search results and so on. This is also true if you have opened many other holders from this search result.

Unlike the return button of the browser, you always return a logical step. This also works across several logical levels.

01/31/2022 29 / 308



#### **Context lists**



By using the context drop-down list, you can quickly select a different object. If you have selected a security from an index list, then the context list contains all other securities of the corresponding index, allowing you to quickly select them.

suse the list navigation to replace the selected holder with the next or previous holder from the list.

# 5.3.2 Profile in navigation pane of object view

In navigation toolbar, below the toolbar, you see the profile of the opened object. The profile is separated by two lines. For example, the profile for holders contains the name, holder name, address and so on, while the profile for securities contains the price and change in percent.

01/31/2022 30 / 308



#### 6 Dashboards

Dashboards are the customisable start pages in Infront Advisory Solution. They show you a custom overview of the most important market data and information on the clients and activities under management. With charts and tables, you can, for example, monitor your clients' portfolios or see the latest alerts.

A dashboard consists of individual Widgets. There are two categories of widgets: market data widgets and portfolio management widgets. The widgets from portfolio management are based on templates from Infront Portfolio Manager, as are the dashboards themselves.

In Infront Advisory Solution, you can create, edit and delete global (private) dashboards. With the corresponding permissions, you can also edit holder and portfolio dashboards.

From the dashboard, you can use the links to directly go to other pages. For example, you can click the name of a security to switch to the corresponding security view or click the client's name to go to the holder dashboard.

There are global dashboards as well as dashboards for holders and portfolios in the Infront Advisory Solution.

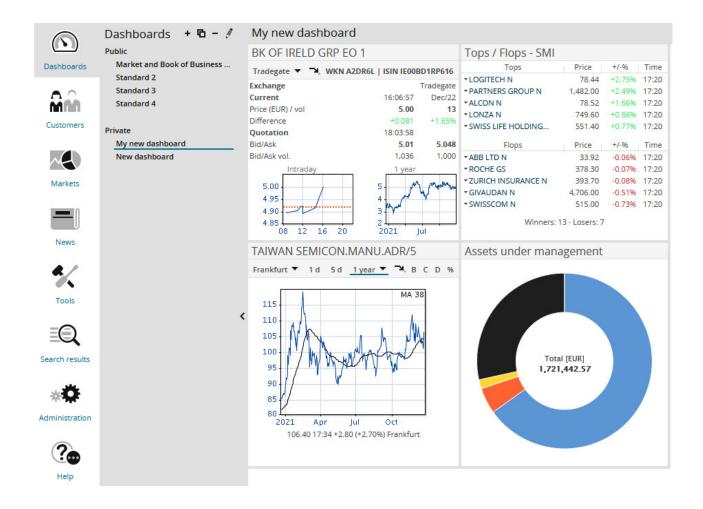
Furthermore, dashboards can be public or private. Dashboards are private if they are in the private zone of a holder. This is true for all dashboards that you create in Infront Advisory Solution (yourself). Dashboards are public if they are available to other users. To make a dashboard public, move the corresponding template in Infront Portfolio Manager from the private zone to the corresponding visible public zone. By default, administrators can configure public dashboards that each user can see but not change.

The content of the dashboards is configured completely in the frontend of Infront Advisory Solution. There, you can specify which widgets to place where in the dashboard.

Editing meta data of templates (name, categories and so on) as well as deleting dashboards can be done entirely in Infront Portfolio Manager, but it is not possible to open them in Infront Portfolio Manager). Dashboards can be deployed by using the object export in Infront Portfolio Manager as an \*.mme file.

01/31/2022 31 / 308





#### See also:

- · Global dashboards
- Holder dashboards
- · Portfolio dashboards
- · Create global dashboard
- Edit global dashboards
- Copy global dashboards
- · Delete global dashboards
- Dashboards and client meetings
- Edit holder and portfolio dashboards
- Widgets

#### 6.1 Global dashboards

When you start the Infront Advisory Solution, you first see the global dashboard assigned to you as start page.

By clicking the "Dashboards" icon in the main menu, you can switch to the list of the available (global) dashboards. In the navigation pane, you find the dashboards in alphabetic order divided into public and private dashboards.

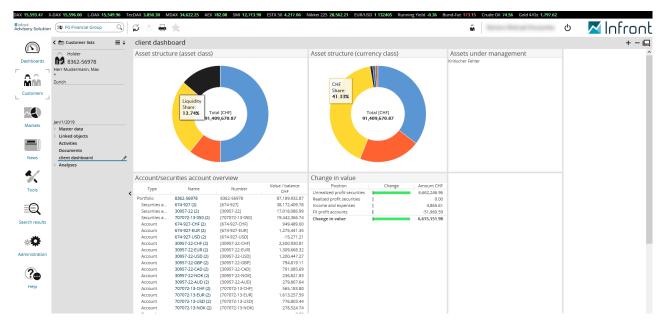
01/31/2022 32 / 308



A global dashboard has no input object. To assign a global dashboard to a securities account object (holder or portfolio) and thus to be shown as a holder or portfolio dashboard in the view of the corresponding securities account object, the corresponding securities account object type must be assigned to the dashboard template in the configuration of the template. You can assign either only holders, only portfolios or also both types.

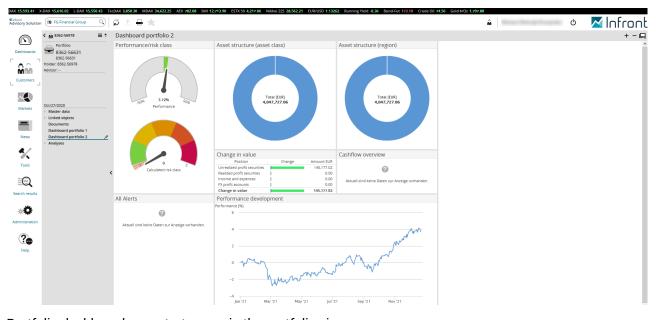
In Infront Portfolio Manager, you also specify in the properties of the template of the "Dashboard" type if these are to be available for client meetings.

#### 6.2 Holder dashboards



Holder dashboards serve as the start pages in the holder view.

# 6.3 Portfolio dashboards



Portfolio dashboards are start pages in the portfolio views.

01/31/2022 33 / 308



# 6.4 Create global dashboard

You can create new private global dashboards. To do this, follow these steps:

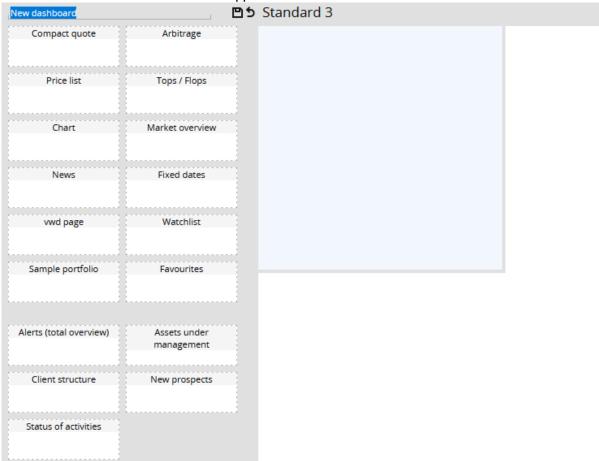
- 1. In Infront Advisory Solution, switch to the "Dashboards" workspace by clicking the corresponding icon in the main menu.
- 2. On the top of the navigation pane, click the "Create new dashboard" icon.





By clicking "Copy selected dashboard", you quickly create a new copy of the current dashboard and can then configure and save it.

The edit mode of the new dashboards appears.



- 3. In the input field above, enter a name for the new dashboard.
- 4. On the left, you see the available widgets from which you can choose. Depending on your licence, you also find widgets from the market data and/or client area. Drag the required widgets to the rectangle on the right.
- Configure content and layout of the widget.
   Furthermore, you have many other widgets providing further specific configuration possibilities. For more information, see Widgets.
- 6. To save the configured dashboard, enter a descriptive name and click the "Save" icon. The dashboard created in this way appears in the list of the private dashboards.
  - 5 By clicking the "Cancel" icon, leave the edit mode without applying the current changes.

The icons at the top right of each widget provide the following functions:

01/31/2022 34 / 308



Icon	Name	Description
₽	Configuration	Click this icon to edit the widget-specific settings. Depending on the widget, you can specify the amount of data to be shown, the sorting order or, for example, also the analysis currency.  For more information, see Widgets.
<u> </u>	Configure rows,/columns	Click this icon to define the height and width of the widget in the dashboard. In the drop-down list, select the required size.
		Example "2x1"
		The widget now takes up two columns and a row.
		Standard 3  Compact quote  Market   Mar
		Just drag the required widgets to the dashboard. Then point to the widget's title bar so that the mouse pointer becomes a cross and drag the widget to the required place.
×	Remove element	Removes the widget from the dashboard. The gap that appears in the dashboard is usually filled with empty (blue) rectangles. For example, if you delete a widget with a size of "2x1", two empty rectangles will fill the gap. If you delete the last widget in a dashboard, then the initial configuration with one empty rectangle appears.

# 6.5 Edit global dashboards

You can edit global dashboards if you have the corresponding permission. To do this, follow these steps:

- 1. Click the "Dashboards" icon in the main menu to open the "Dashboards" workspace.
- 2. In the list in the navigation pane, select the dashboard that you want to edit.
- 3. Click the "Edit selected dashboard" icon to start the edit mode.

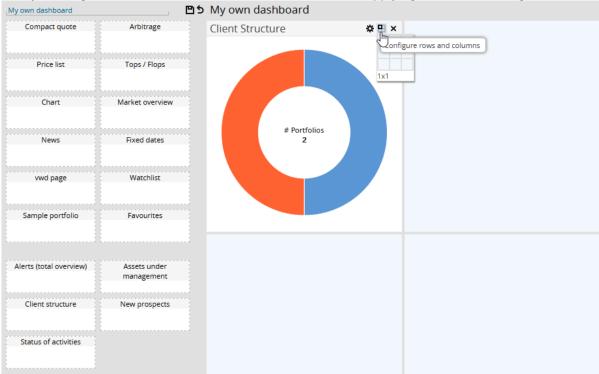
01/31/2022 35 / 308



- 4. In the input field above, enter a new name for the holder dashboard.
  In edit mode, a panel with widgets appears instead of the navigation pane. You can drag them to the light blue cells.
  - The widgets have at least the two icons "Configure rows/columns" and "Remove element".
  - If there are further parameters, you also find the "Configure" icon.

For more information on working with widgets, see Create global dashboard.

- 5. To save the configured dashboard, enter a descriptive name and click the "Save" icon. If you leave the edit mode (for example, by selecting a different area), then your changes are also saved.
- 6. Description By clicking the "Cancel" icon, leave the edit mode without applying the current changes.



# 6.6 Copy global dashboards

You can copy a dashboard to quickly create a version and edit it further. To do this, follow these steps:

- 1. Click the "Dashboards" icon in the main menu to open the "Dashboards" workspace.
- 2. In the list, select the dashboard that you want to copy.
- 3. Click the "Copy selected dashboard" icon in the toolbar.

The created copy opens in edit mode. The name of the new dashboard consists of the name of the original to which "- copy" is added. Example: If you copy a dashboard with the name "My own dashboard", then the copy will be called "My own dashboard - copy".

You can rename, edit and save the dashboard only in edit mode. For information on how to configure dashboards, see Edit global dashboards.

4. Finally, click the "Save" icon.

The created dashboard appears in the list of dashboards.

01/31/2022 36 / 308



#### 6.7 Delete global dashboards

You can also delete the created dashboards. To do this, follow these steps:

- 1. Click the "Dashboards" icon in the main menu to open the "Dashboards" workspace.
- 2. In the list in the navigation pane, select the dashboard that you want to edit.
- 3. Click the "Delete selected dashboard" icon in the toolbar. The dashboard is deleted from the list of dashboards.

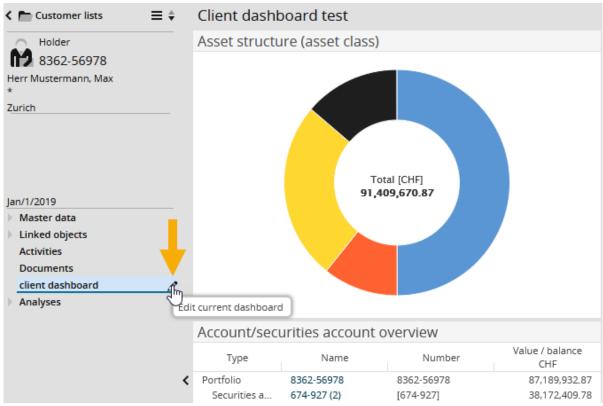
# 6.8 Dashboards and client meetings

If the client meeting mode is enabled, the global dashboard is no longer visible. If there are dashboards associated with securities account objects (holder or portfolio dashboards), then these dashboards are shown only if the corresponding template in Infront Portfolio Manager is marked as "Suitable for client meetings". For more information, see Edit template properties in the online help of Infront Portfolio Manager.

## 6.9 Edit holder and portfolio dashboards

You can edit holder and portfolio dashboards, provided you have the corresponding permission. To edit a holder dashboard, follow these steps:

- 1. Open the holder dashboard that you want to edit.
- 2. In the navigation pane, click the "Edit selected dashboard" icon next to the dashboard name to open the edit mode.



In the input field above, enter a new name for the holder dashboard.
 In edit mode, a widget panel appears instead of the navigation pane. You can drag the widgets to the light-blue cells.

The widgets have at least the two icons "Configure rows/columns" and "Remove element".

01/31/2022 37 / 308



- If there are further parameters, you also find the "Configure" icon.

  For more information on working with widgets, see Create global dashboard.
- 4. To save the configured dashboard, enter a descriptive name and click the "Save" icon.
  - To discard the changes made since the last saving, click the "Cancel" icon.
- Creating and deleting new holder or portfolio dashboards is not possible. It is also not possible to delete holder and portfolio dashboards.

# 6.10 Widgets

Widgets are individual components (windows) of the dashboards in Infront Advisory Solution. Widgets can contain information on securities, for example, tops and flops or charts (market data area), but also lists of activities or portfolio information configured in Infront Portfolio Manager (client area).

Editing meta data of templates (name, categories and so on) as well as deleting widgets of the portfolio management area can be completely carried out in Infront Portfolio Manager, but opening widgets in Infront Portfolio Manager is not possible (for users).

If the content of the widget is greater than the preset size, then a scrollbar appears allowing you to see the entire content. Alternatively, use the mouse wheel to scroll the content.

**(i)** 

Note that widgets with an input object can only be placed dashboards having an input object, that is, holder or portfolio dashboards. Widgets without input object can be placed on any dashboard.

01/31/2022 38 / 308



#### See also:

- List of available widgets
- Status of activities
- Activities (total overview)
- Alerts (total overview)
- Client Structure
- New prospects
- Tops/flops clients
- · Assets under management
- · "Activities overview" client widget
- "Alerts" client widget
- · "Cash flow overview" client widget
- "Account/securities account overview" client widget
- · "Performance/risk class" client widget
- "Performance history" client widget
- · "Risk development" client widget
- "Asset structure" client widget
- · "Change in value" client widget
- · "Arbitrage" market data widget
- "Chart" market data widget
- "Compact quote" market data widget
- "Favourites" market data widget
- · "Price list" market data widget
- · "Market overview" market data widget
- "Sample portfolio" market data widget
- "News" market data widget
- · "Company events" market data widget
- "Tops/Flops" market data widget
- "vwd page" market data widget
- · "Watchlist" market data widget

## 6.10.1 List of available widgets

You can select from numerous widgets to configure your (global) dashboards. Depending on the corresponding licences, you can select from widgets providing market data and widgets providing client data (configured in Infront Portfolio Manager).

#### Portfolio management widgets for all dashboards

For global dashboards, you can select from the following portfolio management widgets:

- · Status of activities
- Activities (full overview)
- · Alerts (full overview)
- Client structure
- New prospects
- · Tops/flops clients
- · Assets under management

#### Portfolio management widgets for holder and portfolio dashboards

For holder and portfolio dashboards, you can select from the following standard portfolio management widgets.

01/31/2022 39 / 308



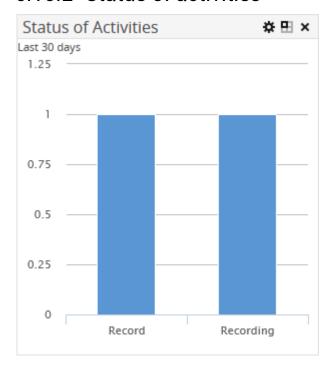
- · Activities overview
- Alerts
- · Cash flow overview
- · Account/securities account overview
- Performance/risk class
- Performance history
- Risk development
- Asset structure
- · Change in value

## Market data widgets for all dashboards

You can select from the following market data widgets:

- Arbitrage
- Chart
- Compact quote
- Favourites
- Price list
- Market overview
- Sample portfolio
- News
- Company events
- Tops/Flops
- vwd page
- Watchlist

#### 6.10.2 Status of activities



The "Status of activities" widget shows a column chart representing the number of activities with the individual statuses ("Completed", "Execute, Review", "Review", "Record", "Error" and "Open") for the last 30 days.

Hover over a segment in the doughnut chart to view the exact number of activities with this status.

01/31/2022 40 / 308



You can change the number of days in edit mode. To do this, click the "Configure" icon of the widget and enter required number in the "Number of days" input field. Confirm your input by clicking the "Apply" button.

# 6.10.3 Activities (total overview)

The "Activities (total overview)" widget shows you an overview of the last edited activities. By default, it shows the 10 latest activities in the table with the "Date", "Name" (name of the holder), "Activity" and "Status" columns.

In edit mode, you can change the number of the shown activities. To do this, click the "Configure" icon in the widget and enter the required number in the "Number of activities" input field. Confirm your input by clicking the "Apply" button.

By clicking the names in the "Name" column, you go directly to the corresponding holder or prospect dashboard.

# 6.10.4 Alerts (total overview)

The "Alerts (full overview)" widget shows the last triggered alerts. By default, you see the 10 last alerts in the table with the "Date", "Reason" and "Message" columns.

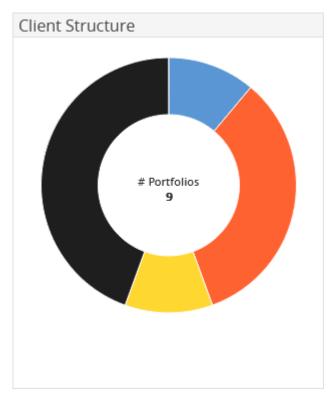
Click the "Configure" icon to configure the following settings of the "Alerts (full overview)" widget.

01/31/2022 41 / 308



Element	Description
Client group	All alerts are shown by default.  Select a group for the analysis, if necessary. By using the search icon, you start the familiar search and can select the required group.
Alert category	To see only alerts of a certain alert category, select the corresponding category from the drop-down list.  Alert categories can be defined in Infront Portfolio Manager.
Include subobjects	Select this checkbox to also show the alerts for all subordinate securities account objects. For example, this allows you to show not only alerts triggered for the group, but also for the portfolios contained in the group.
Number of alerts	By default, the latest 10 alerts are shown. If necessary, enter a different number in the input field.

# 6.10.5 Client Structure



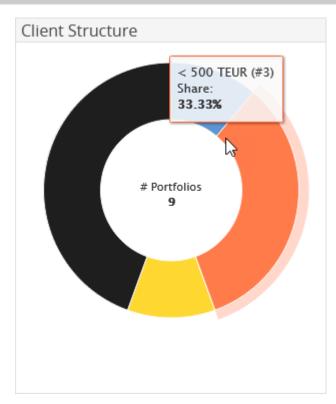
The "Client Structure" widget shows the client's assets by portfolio. In addition, you see the total number of the portfolios included.

Point to a segment in the doughnut chart to see the name of the segment, the share in percent and (in brackets) the number of portfolios in a segment.

01/31/2022 42 / 308







Click the "Configure" icon to configure the following settings of the "Client structure" widget:

Element	Description
Client group	All client groups are shown by default.  Select a group for the analysis, if necessary. By using the search icon, you start the familiar search and can select the required group.
Currency	From the drop-down list, select a different currency for the display, if necessary.

Confirm your configuration by clicking the "Apply" button.

01/31/2022 43 / 308



# 6.10.6 New prospects

New prospects				
Name	Zone	Added on	Status	Advisor
Kari Nordmann	PUBLIC In	12/23/2021	n/a	Harrison Lewis
Max Mustermann	PUBLIC In	12/23/2021	n/a	Harrison Lewis
John Doe	PUBLIC In	12/23/2021	n/a	Harrison Lewis
Bill Briggs	PUBLIC In	12/23/2021	n/a	Harrison Lewis
fhfgh	PUBLIC In	10/22/2021	n/a	Finley McGow
df	PUBLIC In	10/22/2021	n/a	Finley McGow
ukjk	PUBLIC In	1/31/2021	n/a	Harrison Lewis
Mr. Meyer	Standard	9/6/2019	n/a	

The "New prospects" widget shows the last created prospects, sorted in descending order by the "Created on" date. By default, the 10 latest created prospects are shown in the table with the "Name", "Zone", "Created on" and "Advisor" columns.

By clicking the names in the "Name" column, you go directly from the global dashboard to the corresponding prospect view.

🗱 Click the "Configure" icon to change the following settings of the "New prospects" widget.

Element	Description
Number of prospects	By default, the 10 last created prospects are shown. If necessary, enter a different number in the input field.
Only own	Select this checkbox to view only your prospects, that is, the prospects that have the same prospect as the user logged in to Infront Advisory Solution.
Prospect status	All created prospects are shown by default. To filter the list by a certain prospect status, select it in the drop-down list.  In the title bar of the widget, you then see the filter result and the "Status" column is hidden.
	Example
	"New prospects (status: prospect)"

01/31/2022 44 / 308



# 6.10.7 Tops/flops - clients

The "Tops/flops - clients" widget shows the 10 top total assets of the managed clients. In the table, you see the "Client", "Assets", "Performance" and "Benchmark" columns. In the parameters, you can also select the "Flops". In addition, you can switch back to the top performers..

By clicking the names in the "Client" column, you go directly from the global dashboard to the corresponding holder dashboard.

You can configure the following settings of the "Tops/flops clients" widget after clicking the "Configure" icon.

Element	Description
Client group	All client groups are shown by default.  Select a group for the analysis, if necessary. By using the search icon, you start the familiar search and can select the required group.
Start date	Enter the start date for the analysis, if necessary.  The default setting is the 1st of January in the current calendar year.
Currency	In this drop-down list, select a different currency for the analysis, if necessary.
Calculation method	Select the calculation method for the performance:  Classic Internal rate of return Time-weighted (default setting) Time-weighted cum. EC For more information on the calculation methods, see the online help of Infront Portfolio Manager.
Number of portfolios	The 10 most successful portfolios are listed by default. If necessary, enter a different number in the input field.
Criterion	From the drop-down list, select "Assets" or "Performance".
Mode	From the drop-down list, select "Tops", "Flops" or "Tops/Flops".  In the "Tops/Flops" mode, the list is divided in the best and worst performing assets. For example, for the "Number of portfolios", the five risers are followed by the 5 flops (if 5 or more portfolios exist in the managed client groups) in the default setting.

01/31/2022 45 / 308



Element	Description
Minimum volume	By default, all analysed portfolios are displayed (within the limit specified above in "Number of portfolios") To exclude portfolios with small asset volumes, enter the minimum volume.

#### 6.10.8 Assets under management

In a doughnut chart, the "Assets under management" widget shows the portfolios divided by asset classes, for example, liquidity, equities, bonds and other asset classes. In the centre of the doughnut chart, you also see the total value of the portfolios under management.

Point to a segment in the doughnut chart to view the corresponding asset class and its share in percentage of the assets under management.

#### **Example**

Click the "Configure" icon to change the following settings of the "Assets under management" widget.

Element	Description
Client group	All client groups are shown by default.  Select a group for the analysis, if necessary. By using the search icon, you start the familiar search and can select the required group.
Currency	From the drop-down list, select a different currency for the display, if necessary.

Confirm your configuration by clicking the "Apply" button.

# 6.10.9 "Activities overview" client widget

The "Activities overview" client widget returns an overview of your last edited activities for the holder. By default, the last 10 activities are displayed in the table with the "Date", "Activity" and "Status" columns.

In edit mode, you can change the number of the shown activities. To do this, click the "Configure" icon in the widget and enter the required number in the "Number of activities" input field. Confirm your input by clicking the "Apply" button.

#### 6.10.10 "Alerts" client widget

The "Alerts" client widget shows an overview of the last triggered alerts for the holder. By default, the 10 last alerts in the table with the "Date", "Reason", "Name" and "Message" columns are displayed.

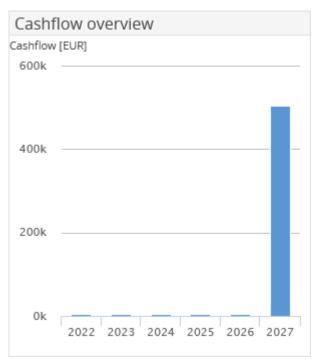
Click the configure icon to specify the following settings in the "Alerts" client widget.

01/31/2022 46 / 308



Element	Description
Alert category	To see only alerts of a certain alert category, select the corresponding category from the drop-down list.  Alert categories can be defined in Infront Portfolio Manager.
Include subobjects	Select this checkbox to show also the subordinate securities account objects. For example, this allows you to show not only alerts triggered for the group, but also for the individual portfolios in the group.
Number of alerts	By default, the latest 10 alerts are shown. If necessary, enter a different number in the input field.

## 6.10.11 "Cash flow overview" client widget



Similar to the "Cash flow forecast" analysis in Infront Portfolio Manager, the "Cash flow overview" client widget provides an overview of the future cash flows. The cash flow overview displays the nearly ensured future payment flows from bond positions and term deposits. Bonds usually have a fixed maturity as well as fixed dates on which interest payments, calculated at a fixed interest rate, are paid. A bond is redeemed in full on the maturity date. The future payment flows in the form of interest and the repayment at maturity can be forecast quite well.

You can configure the following settings of the "Cash flow overview" client widget after clicking the "Configure" icon.

01/31/2022 47 / 308



Element	Description
Currency	Select here another currency, if necessary.
Number of years	By default, the cash flow forecast is shown for the next 10 years. If necessary, enter a different number in the input field.



For more information about risk calculation, see Cash flow forecast in the online help of your Infront Portfolio Manager.

# 6.10.12 "Account/securities account overview" client widget

Туре	Name	Number	Value / balance EUR
Portfolio	9572-83462	9572-83462	91,528,602.71
Securities a	674-927	674-927	34,198,614.63
Securities a	30957-22	30957-22	22,366,852.33
Securities a	707072-13-050	707072-13-050	23,565,582.79
Account	674-927-CHF	674-927-CHF	263,080.11
Account	674-927-EUR	674-927-EUR	1,223,450.00
Account	674-927-USD	674-927-USD	-14,613.02
Account	30957-22-CHF	30957-22-CHF	2,399,409.27
Account	30957-22-EUR	30957-22-EUR	1,256,281.76
Account	30957-22-USD	30957-22-USD	1,148,707.69
Account	30957-22-GBP	30957-22-GBP	764,035.60
Account	30957-22-CAD	30957-22-CAD	760,771.5
Account	30957-22-NOK	30957-22-NOK	226,834.59
Account	30957-22-AUD	30957-22-AUD	269,756.8
Account	707072-13-CHF	707072-13-CHF	542,241.0
Account	707072-13-EUR	707072-13-EUR	1,547,495.70
Account	707072-13-USD	707072-13-USD	743,323.02
Account	707072-13-NOK	707072-13-NOK	266,778.8
Besondere			0.0
Total			183,057,205.41

The "Account/securities account" client widget shows the portfolios, securities accounts and accounts as well as the special assets of the holder in a table with the "Type", "Name", "Number" and "Value/balance in analysis currency" columns.

In edit mode, you have the option of selecting a different evaluation currency via the "Configuration" icon in the customer widget "Account/deposit overview".

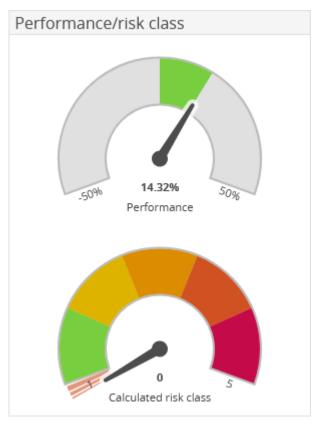
Confirm the configuration with the "Apply" button.

By clicking the name in the "Name" column, you go directly from the dashboard to the corresponding view of the securities account object, for example, for portfolios to the portfolio dashboard or for accounts to the accounts view.

01/31/2022 48 / 308

#### ✓ Infront

# 6.10.13 "Performance/risk class" client widget



In two charts, the "Performance/risk class" widget shows the holder's performance and calculated risk class. The pointers allows you to quickly see the risk class and performance development. The exact values are given below the pointers.

If a risk class is specified for the currently selected holder (or portfolio) in the "Risk classification" user-defined field, then the risk class is also shown. In the image above: "RC 4": ("higher risk tolerance")

You can configure the following settings of the "Performance/risk class" widget after clicking the "Configure" icon.

Element	Description
Start date	Enter the start date for the analysis, if necessary.  The default setting is the 1st of January in the current calendar year.
Currency	Select here another currency, if necessary.
Calculation method	Select the calculation method for the performance:  • Classic  • Internal rate of return  • Time-weighted (default setting)  • Time-weighted cum. EC  For more information on the calculation methods, see the online help of Infront Portfolio Manager.

01/31/2022 49 / 308



Element	Description
Minimum performance	Enter a different (percentage) value for the lower bound of the performance chart.  The default setting is -50%.
Maximum performance	Enter a different (percentage) value for the upper bound of the performance chart.  The default setting is +50%.

# 6.10.14 "Performance history" client widget



Similar to the "Performance chart" analysis in Infront Portfolio Manager, the "Performance history" client widget shows the development of the portfolio over the course of time. The vertical axis shows the client's performance in percentage in the specified interval.

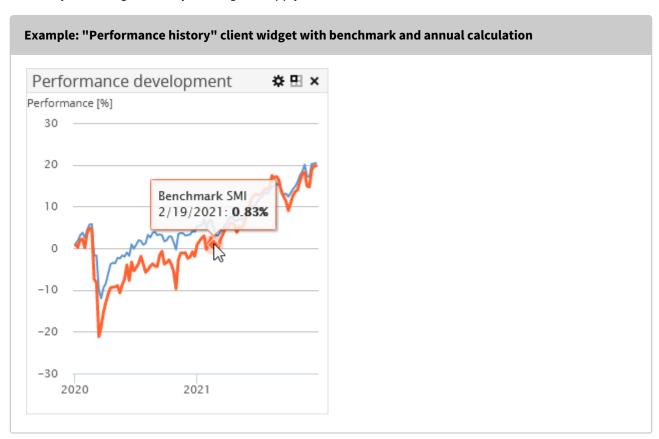
In edit mode, the "Configure" icon in the "Performance history" client widget offers the following setting options:

Element	Description
Start date	Enter the start date for the analysis, if necessary. The default setting is the 1st of January in the current calendar year.
Currency	Select here another currency, if necessary.

01/31/2022 50 / 308



Element	Description
Calculation method	Select the calculation method for the performance:  Classic Internal rate of return Time-weighted (default setting) Time-weighted cum. EC For more information on the calculation methods, see the online help of Infront Portfolio Manager.
Interval	Select whether to calculate from one day to the next (daily), quarterly or for some other interval. The following settings are available:  • Daily (default setting)  • Weekly  • Monthly  • Quarterly  • Semi-annually  • Annually  • Whole period
Benchmark	To select a benchmark for comparison and display it in the chart, click the "Search" icon that opens the security search.



01/31/2022 51 / 308





Point to the chart graph to display the name, value and price date (also possible for displayed benchmarks).

# 6.10.15 "Risk development" client widget



The "Risk development" client widget shows the development of the holder's risk over the course of time. The vertical axis shows the client's risk percentage in the specified interval.



Point to the chart graph to view the exact value at a price time.

If a risk limit is specified in the portfolio properties of a holder, then this is shown as a red line in the chart. In the example above, you see a risk limit, 7% to June 2015 and 5% from the 1st of July 2015.

You can configure the following settings of the "Risk history" client widget after clicking the "Configure" icon.

Element	Description
Start date	Enter the start date for the analysis, if necessary.  The default setting is the 1st of January in the current calendar year.
Currency	Select here another currency, if necessary.

01/31/2022 52 / 308



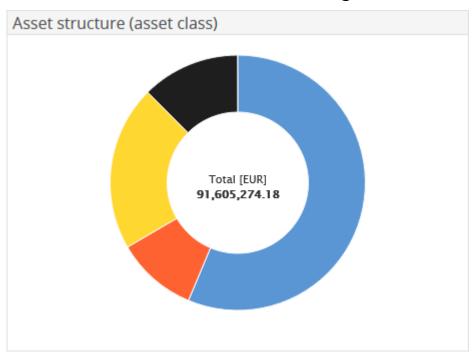
Element	Description
Interval	Select whether to calculate from one day to the next (daily), quarterly or for some other interval. The following settings are available:  • Daily  • Weekly (default setting)  • Monthly  • Quarterly  • Semi-annually  • Annually  • Whole period
Confidence	Enter the probability that the amount of loss will not be higher than the risk (value at risk) in the forecast period.  The default setting is 95%.
Forecast period	Enter the period for the analysis of the value at risk.  The period is entered in periods (trading days), the default setting is 20 trading days.
Time series analysis period	Use this parameter to define how many periods in the historical time series are to be used for the parameter estimation.  The period is entered in periods (trading days), the default setting is 20 trading days.
Restrict to assessable instruments	If this checkbox is selected (default setting), the VaR is calculated only for assessable instruments, thus ensuring that a value is returned. Non-assessable instruments are simply not included.

For more information on risk calculation, see the corresponding section in the online help of your Infront Portfolio Manager.

01/31/2022 53 / 308



# 6.10.16 "Asset structure" client widget



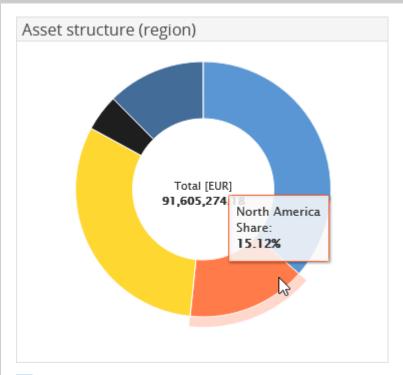
The doughnut chart of the "Asset structure" client widget shows the assets divided by, for example by asset class. In the centre, you also see the total assets in the selected currency.

Point to a segment in the doughnut chart to view the corresponding segment name and its share in percent.

01/31/2022 54 / 308







In edit mode, the "Configure" icon in the "Asset structure" client widget offers the following setting options:

Element	Description
Currency	From the drop-down list, select a different currency for the display, if necessary.
Classification	From the created asset classification, select the one by which the positions are splitted.
	The "Asset class" classification is the default setting. Further important settings are, for example, "Region", "Segment" or "Currency class".

Confirm your configuration by clicking the "Apply" button.

01/31/2022 55 / 308



# 6.10.17 "Change in value" client widget

Change in value		
Position	Change	Amount EUR
Unrealized profit securities		11,171,898.58
Realized profit securities	1	0.00
Income and expenses	1	4,890.41
FX profit accounts	1	366,840.23
Change in value		11,543,629.22

For each position, you see in the "Change" column the development since the specified start date and the absolute change in the "Amount" column in the selected currency.

The division of the positions in "Unrealised profit securities", "Realised profit securities", "Income and expenses", "Foreign exchange profit account" and "Change in value" corresponds to the right side of the "Performance report".

In edit mode, you have the following setting options when you click the "Configure" icon in the "Change in value" client widget.

Element	Description
Start date	Enter the start date for the analysis, if necessary.  The default setting is the 1st of January in the current calendar year.
Currency	Select here another currency, if necessary.
Profit over period	Selected by default.  Clear this checkbox to also take average purchase prices into account when determining realised or unrealised profits.

Confirm your configuration by clicking the "Apply" button.

01/31/2022 56 / 308



## 6.10.18 "Arbitrage" market data widget



BASF SE NA O.N.														¢⊞×
Exchange	Price	+/-	Trend	Time	Bid	Ask	Bid vol.	Ask vol.	Previous day	Low	High	Volume	Turnover	Trades ^
▼Stuttgart (EUR)	60.58 G	+1.25%	_	12:20:31	60.59	60.59	2,641	2,641	59.83 G	59.94	60.72	15,678	948,190	98
▼German Stock Exchange	60.59	+1.07%	_	12:22:10	60.58	60.60	3,215	1,526	59.95	60.18	60.76	566,519	34.3 m	3,833
▼Berlin (EUR)	60.24	+0.33%		08:54:47	60.58	60.60	500	500	60.04	59.96	60.24	100	6,024	2
▼Boerse Duesseldorf - Q	60.58	+1.08%	_	12:35:22	60.62	60.63	800	800	59.93	59.97	60.71	11,804	714,221	
▼Börse Stuttgart Tech	60.56 G	+1.56%		11:53:31	60.59	60.59	0	0	59.63 G	60.56	60.56	0	0	1
* Dusseldorf Stock Excha	60.54 G	+1.24%		12:02:08	60.58	60.60	670	670	59.80	59.97	60.61	0	0	7
▼ Frankfurt (EUR)	60.58	+1.00%	_	12:15:24	60.59	60.59	1,000	1,000	59.98	60.00	60.69	4,740	286,204	32
* Hamburg (EUR)	60.48	+1.68%	_	11:35:06	60.58	60.60	900	900	59.48	60.01	60.70	1,202	72,542	. 11
▼ Hanover (EUR)	60.57	+1.29%		09:22:23	60.58	60.60	900	900	59.80	60.00	60.57	81	4,878	3
▼ Munich (EUR)	60.58	+0.90%	_	09:46:39	60.58	60.60	500	500	60.04	59.98	60.58	183	11,071	3
▼BATS - BXE - DE AT (EUR)	59.63 0	-0.23%		12/22	55.00		17		59.63 0	59.32	59.73	12,736	757,895	
▼BATS - CXE - DE AT (EUR)	59.46 0	-0.68%	-	12/22	58.50		5		59.460	59.46	59.46	5	297.3	
▼Bern (CHF)														
▼ Budapest Stock Exchang	22,355.00	+2.69%		10:13:27	22,335.00	22,400.00	300	3	21,770.00	22,250.00	22,355.00	2	44,605	2
▼EUROTLX (EUR)	60.63	+1.57%		09:36:01	60.59	60.60	490	490	59.69 G	60.63	60.63	20	1,213	1
▼London Stock Exchange	60.57	+1.43%	_	12:14:33	59.39	61.23	2,000	2,000	59.715 C	0.00	0.00	19,519	0	86
▼ Milan (EUR)	60.74	+1.98%	_	10:14:15	60.51	60.61	390	90	59.56 D	60.38	60.74	539	32,729	5
▼ Milan After Hours Trad	59.56	+0.06%	1	12/22					59.56	64.25	64.25	25	1,606	
▼SIX Swiss Exchange (CHF)	75.00	+1.09%	-	12/22	70.40		300		75.00	70.20	71.47	908	64,131	
w CIV Curies Evelypose (ELID)	65.00	0.0006		12/22					65.00	65.00	65.00			~

The "Arbitrage" market data widget shows all available trading venues for the selected security, allowing for a quick comparison. By default, the widget spans three columns so as to show all the important data of the arbitrage table.

In edit mode, click the "Configure" icon in the "Arbitrage" market data widget to select the security to be analysed in the search dialogue window.

Confirm your configuration by clicking the "Apply" button.

The "Arbitrage" market data widget shows all the important quote information of the selected security for the various trading venues.

- Exchange
- Price
- +/-
- Trend (graphic)
- Time
- Bid
- Ask
- · Bid volume
- · Ask volume
- previous day
- Low
- High
- Volume
- Turnover
- Trades



#### Tips for working with arbitration lists

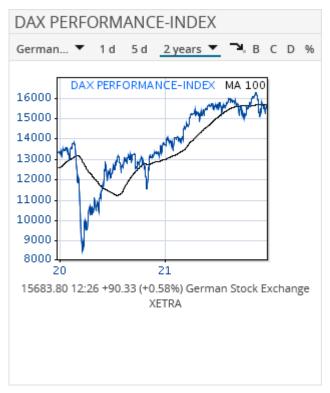
- By clicking this icon in front of each quote in the arbitrage list, you open the familiar menu with further commands (DISPLAY SECURITIES PROFILE, SHOW CHART CENTRE, TO FAVORITES, TO WATCHLIST, TO MODEL PORTFOLIO).
- By clicking the underlined column headers, you can sort the arbitrage list by this column in ascending or descending order. You can recognise the currently valid column sort order by the symbol next to the column header.
- By clicking a venue in the "Trading venue" column, you go directly from the work area to the corresponding security profile with this quotation.

01/31/2022 57 / 308



# 6.10.19 "Chart" market data widget





The "Chart" market data widget shows the current charts and the moving average for the selected security. Below the chart, you see information on the price, the absolute and percentage change relative to the close and the current selected trading venue.

In edit mode, click the "Configure" icon in the "Chart" market data widget to select the security to be analysed in the search dialogue window.

Confirm your configuration by clicking the "Apply" button.

You can configure the chart any time. The following individual settings are possible:

Element	Description
Stuttgart ▼ "Market" drop-down list	Select a different trading venue, if necessary. If several trading venues are available, then open the drop-down list by clicking the arrow symbol.
1 T	Click this icon to set an intraday chart.
5 T	Click this icon to set a 5-day chart.

01/31/2022 58 / 308



Element	Description
1 Jahr ▼ "Period" drop-down list	Select the chart period from the drop-down list. You can select from the following periods:  • 1 month • 3 months • 6 months • 1 year (default setting) • 2 years • 5 years • 10 years • from 1.1 • Total
	Switches to the security profile of this security.
В	Displays a benchmark.  This function is not available for intraday and 5-day charts.
К	Takes into account possible corporate actions in the chart.  This function is not available for intraday and 5-day charts.
A	Takes into account possible distributions (for example, dividends). The historical time series are adjusted accordingly. This function is not available for intraday and 5-day charts.
%	Sets the y-axis to percentage. Click the icon again to set absolute values.

The current configuration is indicated by the corresponding icons in the toolbar of the widget.

# APPLE INC. Tradegate ▼ 1 d 5 d 1 year ▼ □ B C D %

In this example, the header of a 6-month chart with included corporate actions (trading venue "Xetra") is displayed.

You can save applied changes only in the edit mode of the dashboard.

# 6.10.20 "Compact quote" market data widget



01/31/2022 59 / 308





The "Compact quote" market data widget shows all important information for the selected security at a glance:

- · Intraday chart
- 1-year chart
- Exchange
- WKN
- ISIN
- Current price with price date, time and last volume
- · Absolute and percentage difference of the close from previous date.
- · Quote with time
- · Ask and bid price with corresponding volumes

In edit mode, click the "Configure" icon in the "Compact quote" market data widget to select the security in the familiar search dialogue window to analyse it.

In the toolbar of the "Compact quote" widget, you find the following settings:

Element	Description
Stuttgart ▼ "Market" drop-down list	Select a different trading venue, if necessary. If several trading venues are available, then open the drop-down list by clicking the arrow symbol.
	Switches to the security portrait of this security.

Confirm your configuration by clicking the "Apply" button.

You can save applied changes only in the edit mode of the dashboard.

01/31/2022 60 / 308



# 6.10.21 "Favourites" market data widget





The "Favourites" market data widget displays your favourite securities and vwd pages.

Point to the entries in the widget to rename or remove them:



In edit mode, the "Configuration" icon in the "Favourites" market data widget offers you the following settings:

Element	Description
Securities	By default, this entry is enabled so that your favourite securities are displayed in the widget.  Clear this entry to display only the favourites pages.
Pages	By default, this entry is enabled so that your favourite pages are displayed in the widget.  Clear this entry to display only the favourite securities.

**(** 

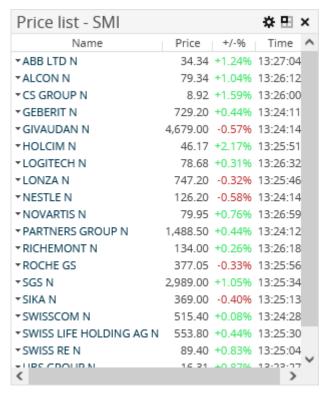
To find out how to mark securities and pages as favourites, see the section Favourites.

01/31/2022 61 / 308



#### 6.10.22 "Price list" market data widget





For a selected index, the "Price list" market data widget shows all securities sorted alphabetically in a price list with the "Name", "Price", "+/-%" and "Time" columns.

In edit mode, click the "Configure" icon in the "Price list" market data widget and select the required index in the drop-down list. You can select from the following indices:

- DAX
- HDAX
- MDAX
- SDAX
- TECDAX
- ATX
- SMI
- DOW JONES INDUSTRIAL AVERAGE
- NASDAQ 100

Confirm your configuration by clicking the "Apply" button.

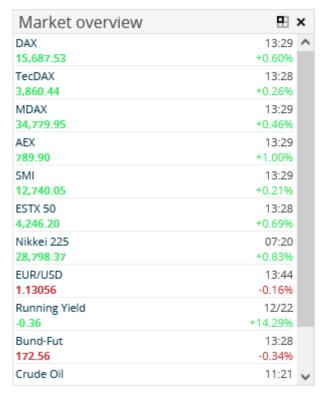
By clicking the securities in the "Name" column, you go directly from the dashboard to the corresponding security portrait.

# 6.10.23 "Market overview" market data widget



01/31/2022 62 / 308





The "Market overview" market data widget shows the most important trading venue data, including the current price, the percentage change to the close of the previous day as well as the corresponding time (or the corresponding date). The following data is shown in the widget by default:

- DAX
- TECDAX
- MDAX
- AEX
- SMI
- EURO STOXX 50
- DOW JONES INDUSTRIAL AVERAGE
- NASDAQ COMPOSITE
- NIKKEI 225
- EUR/USD
- CURRENT YIELD
- BUND FUTURE
- · CRUDE OIL
- GOLD \$/OZ

By clicking the links, you go directly from the dashboard to the corresponding security profile.

## 6.10.24 "Sample portfolio" market data widget



01/31/2022 63 / 308



Sample portfolio - Growth			
Name	Price	Trend	+/-%
▼AIRBUS SE	111.76		+0.68%
▼ALPHABET INC.CL.A DL-,001	2,594.00	-	+0.48%
▼AMAZON.COM INC. DL-,01	3,030.50	li li	+0.48%
▼APPLE INC.	155.96		+0.63%
▼AUTODESK INC.	250.85		+0.62%
<b>▼COGNIZANT TECH. SOL.A</b>	76.32		+0.73%
▼FACEBOOK INC. CDR	13.80		+4.55%
▼FRESENIUS SE+CO.KGAA O.N.	34.925		+1.28%
▼INFINEON TECH.AG NA O.N.	39.89	-	+0.47%
▼ NEMETSCHEK SE O.N.	110.40	-	+0.59%
▼SIEMENS AG NA O.N.	148.54	-	+0.61%

The "Sample portfolio" market data widget shows the current status for the selected model portfolio in the "Name", "Price", "Trend" (as bar chart) and "+/-" columns.

In edit mode, click the "Configure" icon in the "Sample portfolio" market data widget and select the required model portfolio from the drop-down list.

Confirm your configuration by clicking the "Apply" button.

By clicking the securities in the "Name" column, you go directly from the dashboard to the corresponding security portrait.

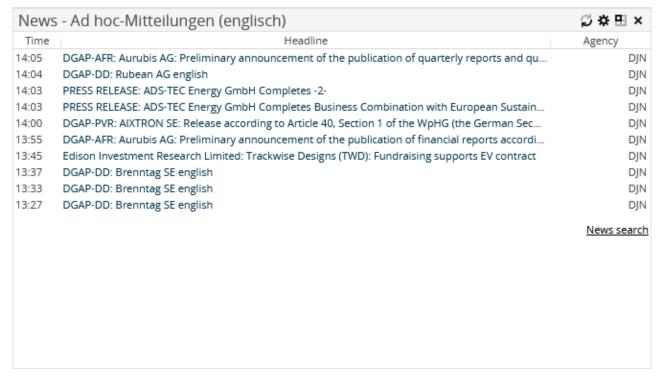
For more information about creating and managing model portfolios, see Sample portfolios.

# 6.10.25 "News" market data widget



01/31/2022 64 / 308





The "News" market data widget shows the 10 last news in a table with the "Time", "Headline" and "Agency" columns.

Click the "Refresh" icon in the widget to show the latest news and update the list in the widget.

🗱 You can configure the following settings of the "News" widget after clicking the "Configure" icon.

Element	Description
Category	News from all the categories are shown by default.  You can narrow down the news to a certain category. Select the relevant category from the drop-down list.
Security	You can also show the news only for a certain security.  With the search icon, you can start the search and can select a security.  To remove the security and thus clear the input field, click the "Delete" icon.

Confirm your configuration by clicking the "Apply" button.

By clicking the links in the "Headline" column, you go directly from the dashboard to the corresponding news text.

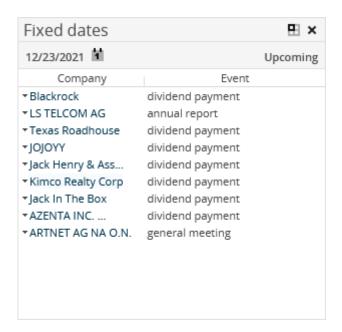
Click the "News search" menu item to switch to the advanced news search. For more information, see Nachrichten im Wertpapierporträt.

# 6.10.26 "Company events" market data widget



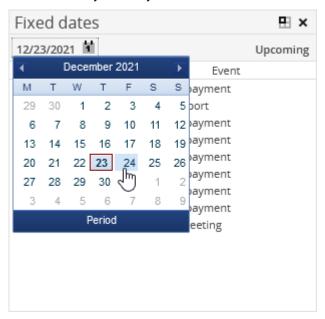
01/31/2022 65 / 308





The "Company events" market data widget shows the important company-related events in a table with the "Company" and "Event" columns. An event can be a dividend payment or an Annual General Meeting.

The current day is set by default. To select another day, use the calendar in the toolbar of the widget.



By clicking the links in the "Company" column, you go directly from the dashboard to the corresponding security profile.

## 6.10.27 "Tops/Flops" market data widget



01/31/2022 66 / 308



Tops / Flops - SMI			
Tops	Price	+/-%	Time
▼CS GROUP N	8.94	+1.82%	16:22
▼HOLCIM N	46.01	+1.81%	16:22
▼ABB LTD N	34.53	+1.80%	16:22
▼SGS N	3,002.00	+1.49%	16:22
▼GEBERIT N	734.80	+1.21%	16:21
Flops	Price	+/-%	Time
▼SIKA N	370.80	+0.08%	16:22
▼LONZA N	748.00	-0.21%	16:22
▼ NESTLE N	126.66	-0.22%	16:22
<b>▼LOGITECH N</b>	77.92	-0.66%	16:22
▼ ROCHE GS	375.10	-0.85%	16:22
Winners: 10	5 - Losers: 4		

The "Tops/Flops" market data widget shows the 5 risers and 5 fallers of a selected index in tables with the "Tops" (or "Flops"), "Price", "%" and "Time" columns. In the figure, all DAX participants are positive. That is, all values in the "%" column are green. The fallers show the participants with the smallest change in percent relative to the previous day.

Among the tops and flops, you see information on the total number of tops and flops in the index.

In edit mode, click the "Configure" icon in the "Tops/Flops" market data widget and select the required index from the drop-down list. You can select from the following indices:

- DAX
- HDAX
- MDAX
- SDAX
- TECDAX
- ATX
- SMI
- DOW JONES INDUSTRIAL AVERAGE
- NASDAQ 100

Confirm your configuration by clicking the "Apply" button.

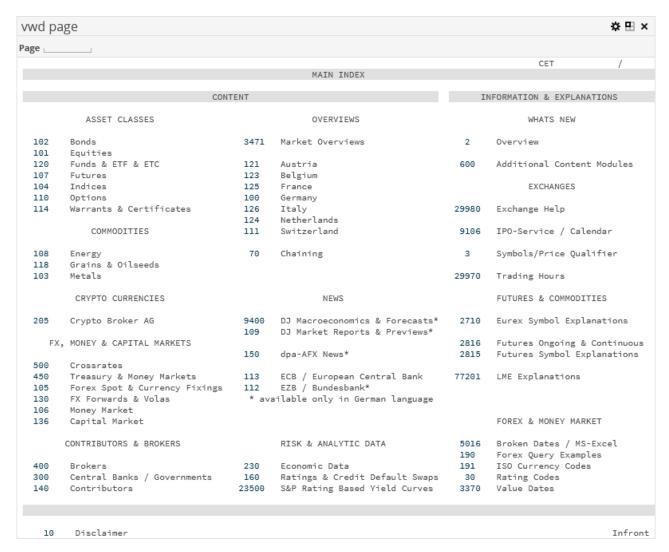
By clicking the links of the security names, you go directly from the dashboard to the corresponding security portrait.

## 6.10.28 "vwd page" market data widget



01/31/2022 67 / 308





The "vwd site" market data widget shows the familiar vwd pages. As usual, you can enter the required page number in the "Page" input field (for example, "5009" for "DAX-XETRA") and confirm by pressing <RETURN> to go to this page.

In edit mode, click the "Configure" icon in the "vwd page" market data widget to change the following settings:

Element	Description
Open links in the same window	The checkbox is selected by default. By clicking the linked page number, you open the corresponding vwd site in a new window outside the dashboard.  If you select the checkbox, then the widget shows the content of the vwd site number.

Confirm your configuration by clicking the "Apply" button.

# 6.10.29 "Watchlist" market data widget



01/31/2022 68 / 308





The "Watchlist" market data widget shows the selected securities in a table with the "Name", "Price", "Trend" (as bar chart) and "+/- %" (change in percent) columns.

In edit mode, click the "Configure" icon in the "Watchlist" market data widget and select a watchlist from the drop-down list.

By clicking the securities in the "Name" column, you go directly from the dashboard to the corresponding security portrait.

For more information on creating watchlists and adding securities, see Watchlists.

01/31/2022 69 / 308



#### 7 Customers

In the "Customers" area, you find an overview of all your clients, their portfolios and of prospects.

From here, selecting the corresponding object allows you to directly go to a more detailed analysis of individual clients, portfolios or prospects. Furthermore, you can start group analyses for entire list of holders, portfolios or prospects.

#### See also:

- · View in "Customers" area
- Holder view
- · Further object windows in the "Customers" area
- Prospects
- Person view
- · Document archive
- Alerts
- Client meetings
- · Further possibilities in the "Customers" area

#### 7.1 View in "Customers" area

As long as there is no single object (for example, a client or a portfolio), then you are always in the overview window of the corresponding area.

#### See also:

- Client, portfolio and prospect lists in the navigation pane
- Explorer
- · Object views in the "Customers" area
- Group analyses

## 7.1.1 Client, portfolio and prospect lists in the navigation pane

In the navigation pane, you can switch between client, portfolio and prospect lists. On the left side of the analysis area, you see an Explorer as an additional navigation pane. The folders configured in Infront Portfolio Manager with clients (holders) are displayed here,

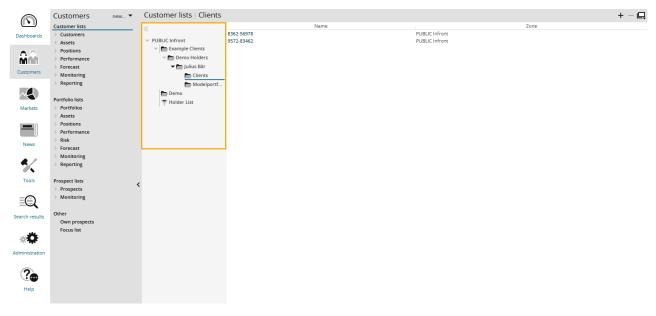
Portfolios or prospects are displayed. The objects in the currently selected folder are shown as lists in the analysis area on the right. Select these objects for further analysis as an alternative to selecting by using the search.

Below the "Client lists", "Portfolio lists" and "Prospect lists" menu items in the navigation pane, you can also find other menu items for group analyses, depending on the associated workspace configuration in Infront Portfolio Manager. For more information, see Group analyses.

01/31/2022 70 / 308



## 7.1.2 Explorer



In the "Customers" area, to the right of the navigation pane, you find the Explorer. Users of Infront Portfolio Manager are already familiar with the Explorer in a more complicated form. In the Explorer, you see the zones activated for you (by means of the user administration). Expand these "folders" with the help of the arrow to see the objects below and select them with a mouse click. Here, you find groups and securities account filters with securities account objects. Click to open the lists with holders, portfolios or prospects in the analysis area.



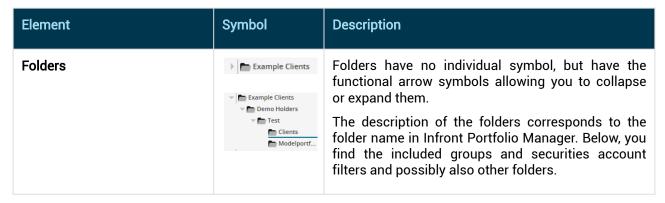
When composing the lists in the Explorer of Infront Portfolio Manager for Infront Advisory Solution, make sure to create lists containing only holders, portfolios or prospects, respectively, in the groups and securities account filters. Do not "mix" them.

#### See also:

- Symbols in the Explorer
- Hide/show Explorer

#### Symbols in the Explorer

In the Explorer, the following symbols are available:



01/31/2022 71 / 308



Element	Symbol	Description
Group		The groups correspond to the groups in Infront Portfolio Manager and can contain holders or portfolios as well as subordinate groups and securities account filters with holders or portfolios.
Securities account filter		Securities account filters correspond to the security account filters in Infront Portfolio Manager and can contain holders, prospects, portfolios and also subordinate securities account filters.
		For more information on creating subfilters in Infront Portfolio Manager, see the online help of Infront Portfolio Manager.

#### Hide/show Explorer

You can hide and show the Explorer in the analysis area by clicking the arrow symbol.

Symbol	Description
▼ PUBLIC Infront ▼ Example Clients ▼ Demo Holders ▼ Test	Click the arrow in the Explorer to minimise the Explorer.
8362-56978 9572-83462	If the Explorer is hidden, click the arrow on the top left in the analysis area to expand the Explorer.

# 7.1.3 Object views in the "Customers" area

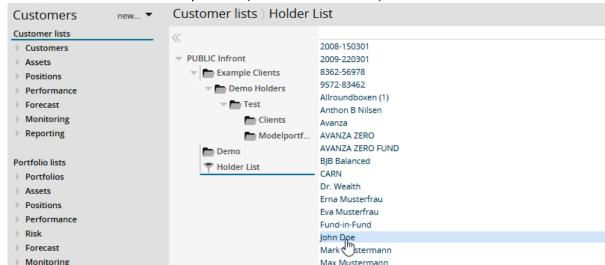
For example, you can select a holder by clicking the corresponding name in the client list and thus open the holder view. Then you see the holder's profile in the navigation pane above. Below, you find the master data, activities and linked objects as well as the analyses similar to the worksheet structure in Infront Portfolio Manager according to the assigned workspace profile (web).

The search or selection of an object (for example, a holder or a portfolio in the client and portfolio lists in the "Customers" area) takes you to the corresponding object view. To select a holder or portfolio from the lists in the analysis area, follow these steps:

1. In the Explorer, open the group or securities account filter containing the object that you want to open.

01/31/2022 72 / 308





2. Click the name of the holder or portfolio (in the "Name" column).

The corresponding holder or portfolio view opens.

#### The objects in the "Customers" area:

- Holder
- Portfolios
- Securities accounts
- Accounts
- · Prospects

For more information on the views of the securities account objects, see the corresponding section starting from "Holder" object window.

# 7.1.4 Group analyses

This section provides the most important information on the analysis of client groups. You can analyse any number of clients and their portfolios when combined in groups or security account filters. Complex analyses such as monitoring analyses by groups are also possible.

In the navigation pane, select the required analysis (for example, the asset status), and then select the required group (or securities account filter) that you want to analyse. In the analysis area, you see (sometimes after some computation time) a resulting group analysis. Now you can either open new analyses for the group in the navigation pane or analyse further groups or security account filters in the Explorer by using the same analysis.

Just like the individual analyses for objects, the available group analyses depend on the template configuration in Infront Portfolio Manager.

Depending on the size of client groups and the type of group analysis, group analyses in particular can take some computation time. If this happens, you can just compute the analysis in the background and continue your work session. For more information, see Analyses in the background.

#### See also:

· Analyses in the background

01/31/2022 73 / 308



# Analyses in the background

Comprehensive group analyses might need several minutes to be completed and displayed. During the analysis calculation, a message window with the information on the elapsed time appears. You can complete the analysis in the background and display it later (by clicking the "View results later" button). In this case, you can continue your work session, for example, when a large group of clients is analysed in the background.

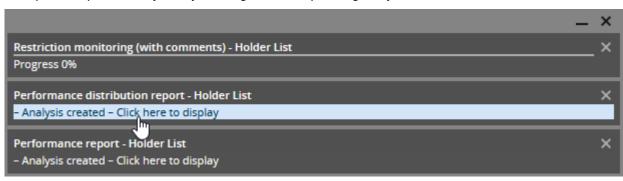


By clicking the "Cancel" button, you can abort the analysis, for example, if you started it by mistake.

You can open the completed analyses or messages on the state of these analyses from the Status row.

Click the "Messages" entry in the status bar to see more details.

In the message window that appears, you see the analyses or the progress of the running analyses. You can open completed analyses by clicking the corresponding entry.

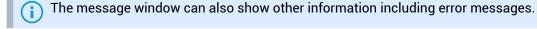


Minimises the title bar of the message window.

To close all messages and thus remove analyses that are no longer required from the list, click the "Close" icon in the top right of the message window.

To close only individual messages and thus remove the analyses from the list, click the "Close" icon of the corresponding message.

The number of analyses running in the background is unlimited. During the work session, these analyses remain available until they are closed or the user closes his work session and logs off from Infront Advisory Solution.



### 7.2 Holder view

If you select a holder, for example from a client list, then the corresponding Object view appears. At the top of the navigation pane, you see the profile of the holder. Below, you find the master data and linked objects as well as the analyses similar to the worksheet structure in Infront Portfolio Manager according to the assigned workspace profile (web).

01/31/2022 74 / 308



#### See also:

- Navigation pane (in the "Holder" object window)
- Holder profile
- · Holder master data
- · Linked objects
- Activities
- Documents
- Dashboard
- Analyses
- Ordering

# 7.2.1 Navigation pane (in the "Holder" object window)

The profile in the navigation pane toolbar provides useful navigation items like the context list or the return function. For more information, see Toolbar in navigation pane in object view.

Below the profile, you see the menus on master data, linked objects and analyses.

# 7.2.2 Holder profile



In the holder view, the holder's profile is shown below the navigation toolbar. The following information is shown, if available:

- Type of securities account object (here: holder)
- · Holder name
- · Holder number
- Address
- · Further contact information
- · "Created on" data of the holder from the holder properties
- · Alerts
- 🗸 Data status

# 7.2.3 Holder master data

The master data largely corresponds to the master data or properties of the holder in Infront Portfolio Manager. In addition to the actual master data like name, holder number or the "Created on" data, you can view various other holder data in the "Contact", "Reporting" and "Tax details" categories.

01/31/2022 75 / 308



The user-defined fields created in Infront Portfolio Manager for holders are also available.

The historicised master data can also be viewed by clicking "History".

- Contact
- Linked persons
- Reporting
- Tax details
- · User-defined fields

#### Contact

Under "Contact", you find the holder's address data as well as the phone number, fax and e-mail address from the holder properties. If specified, the tax number and notes are also shown.

#### Linked persons

Under "Linked persons", you also find any person linked to the holder. In Infront Portfolio Manager, you can see the person on the "Persons" subtab. For example, the legal representative or spouse can be found as linked person.

#### Reporting

The "Reporting" menu item provides the data recorded in Infront Portfolio Manager on the "Reporting" subtab of holder properties. The settings from the Scheduled Reporting are available only with the activated "Portfolio service Scheduled Reporting" module.

#### Tax details

"Tax details" lists the data recorded in Infront Portfolio Manager on the "Tax details" subtab of the holder properties.

#### User-defined fields

Click the "User-defined field" menu item to see the setting of the user-defined fields for this holder. All user-defined fields created in Infront Portfolio Manager for holders are also available in Infront Advisory Solution.

# 7.2.4 Linked objects

The "Linked objects" shows all objects linked to the currently selected holder. For holders, these can be the following objects:

- Portfolios
- I Securities accounts
- Accounts
- Persons

Click the linked object to open the corresponding object view.



Use the "Return" function to go back from the open object view of a linked object to the holder view.

01/31/2022 76 / 308



#### 7.2.5 Activities

Provided the corresponding module is activated, you see an overview of the activities created as part of the advisory process for the holder. Click an activity to view it in more detail in the activity view. For more information on activities, see Advisory process.

#### 7.2.6 Documents

The "Documents" menu entry shows all files created or attached in the activity of the holder (provided the corresponding module is activated).

For more information, see Document archive.

#### 7.2.7 Dashboard

Dashboards are the start pages of holders. They consist of individual widgets providing a quick overview of the holder.

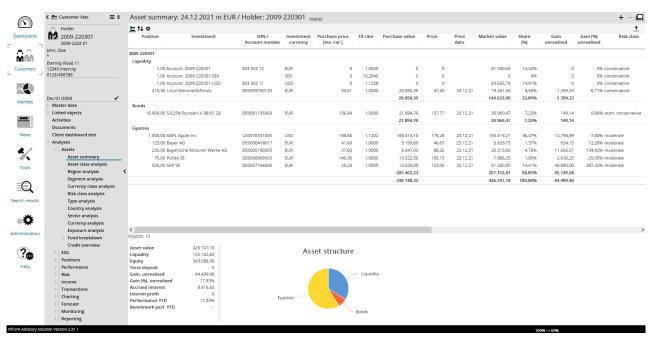
For more information, see Dashboards.

# 7.2.8 Analyses

The "Analysis" menu item in the navigation pane contains the analyses configured in Infront Portfolio Manager for holders. This can be tables, reports, report folders or charts. The structure of the menu in the navigation pane depends on the workspace configuration for holders in Infront Portfolio Manager.

# • Tables • Chart analyses • Reports

#### **Tables**



01/31/2022 77 / 308



The tabular analysis for holders, but also the other tables in the "Customers" area (asset overview, asset class analysis and so on), can be edited by using the functions in the toolbar or the column headers.

These changes are not permanent. When logging in to Infront Advisory Solution the next time, the default tables as configured in Infront Portfolio Manager are shown.

The columns correspond to the columns in Infront Portfolio Managerincluding possible data in the footer.

#### See also:

- · Group tables
- Sort tables
- Set tables (parameters of analyses)
- · Graphics in tables

#### Group tables

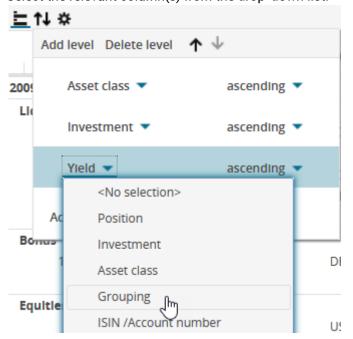
If tables in Infront Portfolio Manager are grouped, then the grouping is also shown in Infront Advisory Solution. You can also ungroup the display.

In the toolbar of the table, click the "Grouping" icon to group or ungroup the columns. The grouped display is indicated by a blue underlining on the icon.

#### Sort tables

To sort a table, follow these steps:

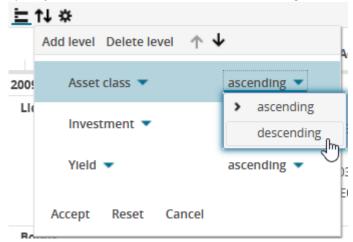
- 1. On the toolbar of the table, click the "Sorting" icon. The dialogue window for sorting settings appears.
- 2. Select the relevant column(s) from the drop-down list.



01/31/2022 78 / 308



3. Specify if the rows are to be sorted in descending or ascending order.



4. Finally, click the "Apply" button. This resorts the table.

The following elements are available for sorting:

Element	Description
Add level	Select this command to add an additional column (that is, an additional sorting level).
Remove level	Click this command to remove the currently marked level from the sorting dialogue window.
<b>↑</b> ↓	Click this icon to move the currently selected column up or down. The table is sorted by the first or top column.
Column drop-down lists	In the drop-down lists, select the columns by which you want to sort. In the drop-down lists to the right, select for the corresponding column whether to sort it in ascending or descending order.
Apply	After configuring the sorting, click this button to resort the table.
Restore	Click this button to undo your change and restore the default table.
Cancel	Click this button to close the sorting dialogue window without applying the sorting.

The sorting of a table cannot be saved permanently, that is, beyond the work session.



To start the sorting even faster, just click the corresponding column header. Click again to reverse the sorting order.

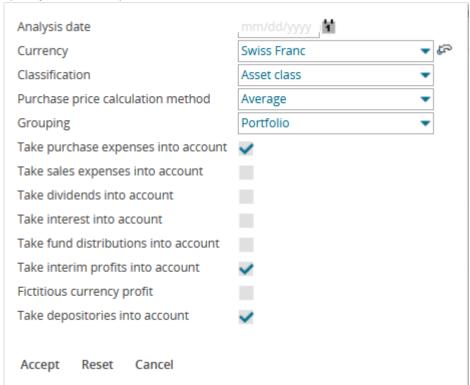
01/31/2022 79 / 308



Set tables (parameters of analyses)

Many tabular analyses in the "Customers" area have various parameters that you can set. To configure the settings known from Infront Portfolio Manager:

- 1. Click the "Settings" button on the toolbar of the table.
- 2. Specify the various parameters.



To reset an individual parameter to the default, click the corresponding "Restore" button. To restore all parameters, click the "Reset" button.

3. Finally, click the "Accept" button.

This re-analyses the table with the specified settings.

For more information about the individual parameters of the analyses, see the documentation of Infront Portfolio Manager.

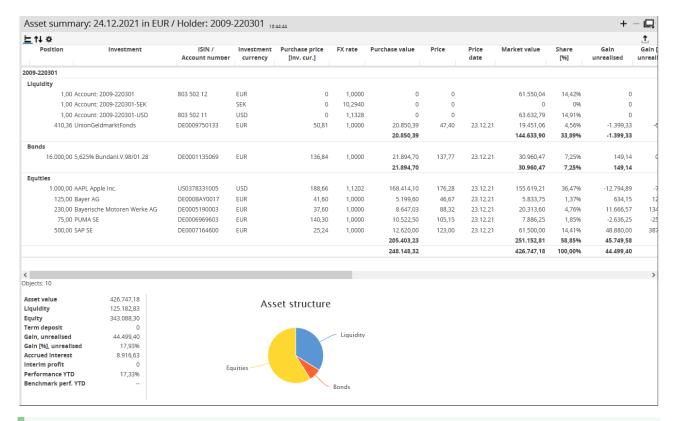
#### Graphics in tables

If the table templates in Infront Portfolio Manager also contain graphics (such as the asset overview or also the regional, sector or asset class analysis), these are also shown in Infront Advisory Solution. Pie and column charts are available.

A table can also have several graphics. The graphics are shown below the table in the analysis area.

01/31/2022 80 / 308







By pointing to a section of a pie chart, this section (including the corresponding legend entries) is highlighted.



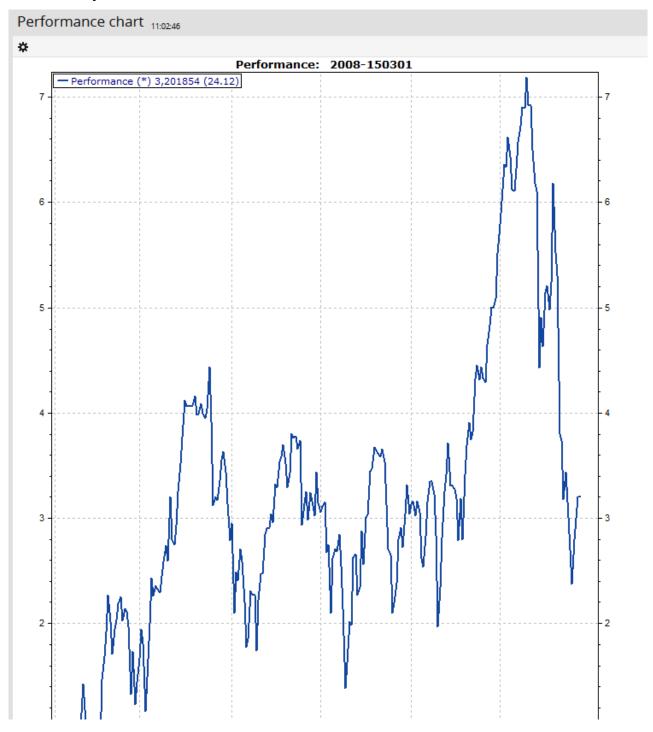
To maximise the "Asset structure" pie chart, click the "Maximise diagram" icon.

You can change the size of the table by pulling the line separating table and graphic. By using the arrow icon in the top-right corner of the graphic window, you can minimise it again.

01/31/2022 81 / 308



# Chart analyses



The charts for holders and other securities account objects can be edited in the settings of the toolbar.

Set charts (parameters of the analyses)

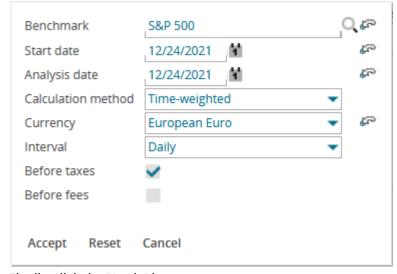
Charts can have different parameters that you can specify. To configure the settings known from Infront Portfolio Manager:

1. **!** In the toolbar of the charts, click the "Settings" button.

01/31/2022 82 / 308

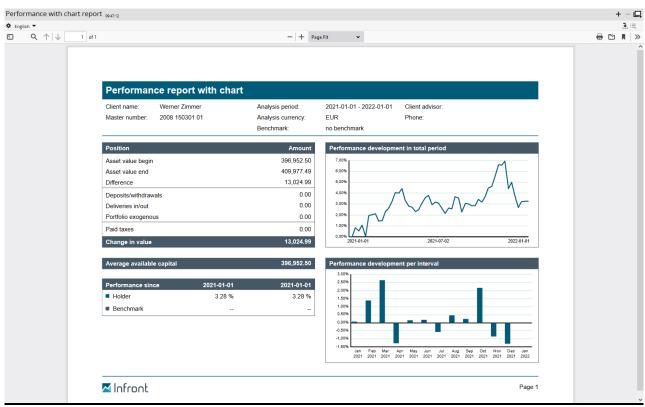


2. Specify the various parameters.



3. Finally, click the "Apply" button. This re-analyses the chart with the specified settings.

# Reports



Depending on your configuration, individual reports and report folders familiar from Infront Portfolio Manager are available.

In the display tool integrated in Infront Advisory Solution in the analysis area, you find various functions for editing reports.

To display reports and report folders, you need a PDF viewer in the corresponding browser.

01/31/2022 83 / 308



To edit the parameters of the reports, click the "Settings" button in the toolbar.

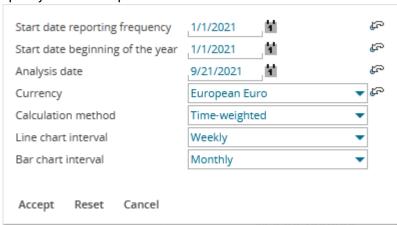
#### See also:

- Set reports (parameters of the analyses)
- Set report language
- Archive reports

Set reports (parameters of the analyses)

Reports can contain various parameters that you can specify. To adjust this setting, follow these steps:

- 1. On the toolbar of the report, click the "Settings" button.
- 2. Specify the various parameters.



3. Finally, click the "Accept" button.

This re-analyses the report with the specified settings.

#### Set report language

With Infront Advisory Solution, you can generate client reports in different languages. German and English are pre-defined. You can also adjust specific locale settings such as date and number formats.

If necessary, edit the corresponding translation memories (TMs) with the translation units in Infront Portfolio Manager and also set your default reporting language there.

#### To set the language:

1. Open the menu with the defined languages in the toolbar of the report.



2. Select the language from the menu, for example "English".

The report is displayed in the language selected.

01/31/2022 84 / 308



#### Archive reports

You can save reports opened in the analysis area in the integrated document archive (provided you have the corresponding permission). For more information, see Archive documents.

The reports are supplemented with meta data (title, type, comment) and stored in the document archive. You can then access it at any time in Infront Advisory Solution (and also in Infront Portfolio Manager).

# 7.2.9 Ordering

With the corresponding activated module, you can order directly from Infront Advisory Solution. Infront Advisory Solution supports the most prominent order functions, such as placing buy and sell orders, viewing the order details, cancelling orders and opening the order book.

In the holder, portfolio and securities account view, you can start this order function for clients that are enabled for order interfaces. The access can vary depending on the order interface. For example, you can create orders by using the "Create order" menu item, or select the "Order book" menu item to open the list of orders in an online order book (different from the order book in Infront Portfolio Manager).

An order process usually consists of the following steps:

- 1. Input
- 2. Validation (backend)
- 3. Visual check (in a dialogue window)
- 4. Execution
- 5. Confirmation (including order number)

For more information on ordering, see the corresponding PSI Order Entry documentation.

# 7.3 Further object windows in the "Customers" area

Similar to the Holder view that is described in detail, the other securities account objects – portfolios, accounts, securities accounts and prospects – also have their individual object views. These include a profile, master data and user-defined fields, linked objects and analyses in the navigation pane. The individual object views are described in the following sections.

#### See also:

- Portfolio view
- Account view
- · Securities account view
- · Security view

#### 7.3.1 Portfolio view

If you select a portfolio, for example from a portfolio list or by using the search, the corresponding Object view appears. At the top of the navigation pane, you see the profile of the portfolio. Below, you find the master data and linked objects as well as the analyses similar to the worksheet structure for portfolios in Infront Portfolio Manager. If you have defined your activities in Infront Portfolio Manager for portfolios as well, a link to these activities will also appear here.

01/31/2022 85 / 308



#### See also:

- · Portfolio profile
- Linked objects ("Portfolio" object window)

#### Portfolio profile



The portfolio view shows a corresponding profile below the navigation pane toolbar. The following information is shown, if available:

- Type of securities account object (here: portfolio)
- Portfolio name
- · Portfolio number
- · Holder of the portfolio
- · Advisor of the portfolio
- •
- The "Created on" date of the portfolio from the portfolio properties
- 🗕 Alerts
- Data status

# Linked objects ("Portfolio" object window)

Under the "Linked" menu item, you find links for all objects that are linked to the currently selected portfolio. For portfolios, these can be the following objects:

- · Holder of the portfolio
- Securities accounts
- Accounts

Clicking these linked objects opens their view.

#### 7.3.2 Account view

Selecting an account, for example from the search or as a linked object of a holder, opens the corresponding Object view. At the top of the navigation pane, you see the profile of the account. Below, you

01/31/2022 86 / 308



find the master data and linked objects as well as the analyses similar to the worksheet structure in Infront Portfolio Manager.

#### See also:

- · Account profile
- Linked objects ("Account" object window)

# Account profile



In the holder view, the holder's profile is shown below the navigation pane toolbar. The following information is shown, if available:

- Type of securities account object (here: account)
- Account name
- · Account number
- · Account holder
- · Account balance
- Bank
- · IBAN of bank
- ..
- The "Created on" date of the account from the account properties.
- Alerts
- Data status

# Linked objects ("Account" object window)

Below the "Linked" menu item, you find links to all objects linked to the currently selected account. For portfolios, these can be the following objects:

- · Account holder
- Portfolio

Click the linked object to open its view.

01/31/2022 87 / 308

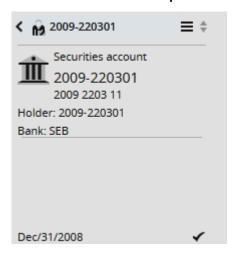


#### 7.3.3 Securities account view

Selecting an account, for example from the search or as a linked object of a holder, opens the corresponding Object view. At the top of the navigation pane, you see the securities account profile. Below, you find the master data and linked objects as well as the analyses similar to the worksheet structure in Infront Portfolio Manager.

- · Securities account profile
- Linked objects ("Securities account" object window)

# Securities account profile



In the securities account view, you see the profile of the securities account in the navigation pane below the toolbar. The following information is shown, if available:

- Type of securities account object (here: securities account)
- · Securities account name
- · Securities account number
- · Securities account holder
- Bank
- ..
- The "Created on" date of the securities account from the securities account properties.
- · 🗕 Alerts
- 🗸 Data status

# Linked objects ("Securities account" object window)

Below the "Linked" menu item, you find links to all objects linked to the currently selected securities account. For portfolios, these can be the following objects:

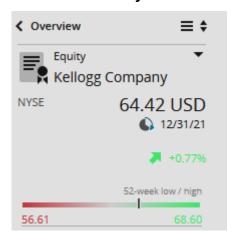
- Securities account holder
- Portfolio
- Account

Click the linked object to open its view.

01/31/2022 88 / 308



# 7.3.4 Security view



For more information, see Security portrait.

# 7.4 Prospects

Use prospects to create your potential clients including address details and other information. After creating a prospect, you can immediately start activities for the advisory process.

While holders can be created only in Infront Portfolio Manager, prospects can be created directly in Infront Advisory Solution.

(i)

Unlike holders, prospects cannot have any portfolios, accounts or securities accounts. You can only assign persons to prospects.

#### See also:

- Create prospect
- Prospect list
- "Prospect" view
- · Prospect profile
- Prospect master data
- Activities (prospects)
- Linked objects (prospects)
- Analyses (prospects)

# 7.4.1 Create prospect

To create prospects and create the corresponding person, go to the "Customers" area, open the "New..." drop-down list at the top of the navigation pane and then select the "Create prospect" entry.

On the "Create prospect" page, first select the corresponding object zone and enter the name of the prospect.

01/31/2022 89 / 308



# To create a prospect, and in the next step the associated person, first select the appropriate object zone, and then enter the name of the prospect. Next, you can enter the prospect and person master data. Zone \* PUBLIC Infront \* Prospect name \* Jane Doe

Confirming your input with "Next" opens the "Edit master data" page for recording the master data of the created prospect as well as the master data of the linked person.

Then click the "Save" button.



To further edit the saved data, click the "Edit prospect master data" icon.

# 7.4.2 Prospect list

The prospect lists in the "Customers" area provide an overview of all the created and visible prospects. For each prospect, you see the corresponding zone next to the prospect's name. When you point to a name, it is highlighted in blue making it easier to see the association between name and zone.

To open the view of the corresponding prospect, click the prospect's name.

For more information, see View in the "Customers" area.

# 7.4.3 "Prospect" view

Similar to the "Holder" view, you see the profile of the prospect at the top of the navigation pane. Below, you find the master data and linked persons, activities as well as the analyses similar to the worksheet structure in Infront Portfolio Manager.

# 7.4.4 Prospect profile



In the prospect view, the profile of the prospect is shown below the toolbar of the navigation pane. The following information is shown, if available:

- Type of securities account object (here: prospect)
- · Prospect name

01/31/2022 90 / 308



- Prospect number
- Address
- · Further contact information
- The "Created on" date of the portfolio from the portfolio properties.

# 7.4.5 Prospect master data

The master data largely corresponds to the master data or properties of the prospect in Infront Portfolio Manager. First, you see the actual master data such as name, prospect status, prospect evaluation and the "Created on" date. In addition, you see many other data in the "Contact", "Linked persons", "Reporting", "Tax details" and "User-defined fields" categories.

The user-defined fields created in Infront Portfolio Manager for prospects are also available.

#### Contact

Under the "Contact" menu item, you find the address data of the prospect.

# Linked persons

Under the "Linked persons" menu items, you find the persons linked to the prospects.

#### Reporting

The "Reporting" menu item provides the data recorded in Infront Portfolio Manager on the "Reporting" subtab of the prospect properties. The settings from the Scheduled Reporting are available only with the activated "Portfolio service Scheduled Reporting" module.

#### Tax details

Under the "Tax details" menu item, you find the data recorded on the "Edit master data" page or specified in Infront Portfolio Manager the "Tax details" subtab of the "Holder properties" dialogue window in.

#### User-defined fields

Click the "User-defined field" menu item to see the assignment of the user-defined fields for this prospects. All user-defined fields created for prospects in Infront Portfolio Manager are also available in Infront Advisory Solution.



Under "Edit master data", you can change the master data of the created prospects as well as the corresponding persons.

# 7.4.6 Activities (prospects)

Here you see an overview of the activities created as part of the advisory process for the prospect. Click an activity to view it in more detail in the activity view. For more information on activities, see Advisory process.

# 7.4.7 Linked objects (prospects)



Under the "Linked" menu entry, you find the persons linked to the prospect.

01/31/2022 91 / 308



Click the linked person to open the corresponding person view. For more information, see Person view



Use the "Return" function to go back from the opened person view to the prospect view.

# 7.4.8 Analyses (prospects)

Here, you see the analyses assigned in Infront Portfolio Manager to the prospect.

#### 7.5 Person view

Similar to the holder view, you see the profile of the person at the top of the navigation pane. Below, you find the master data and linked prospects or holders.

- · Person master data
- Person profile

#### 7.5.1 Person master data

First, you see the actual master data such as person name, person number or the "Created on" date. In addition, you also see the user-defined data created for persons.

- Contact (person master data)
- · Linked holder
- Linked prospects
- User-defined fields (persons)

# Contact (person master data)

The "Contact" menu item shows the address data of the person.

#### Linked holder

The "Linked holders" menu item shows you the holders linked to the person.

# Linked prospects

Under "Linked prospects", you find prospects linked to the person, if available.

# User-defined fields (persons)

Click the "User-defined fields" link to see the assignment of the user-defined fields for the person. All user-defined fields created for persons in Infront Portfolio Managerare also available in Infront Advisory Solution.

01/31/2022 92 / 308



# 7.5.2 Person profile



In the prospect view, the profile of the prospect is shown below the toolbar of the navigation pane. The following information is shown, if available:

- nîn
- Type of securities account object (here: person)
- Person name
- Person number
- Address
- · Further contact information
- "Created on" data of the holder from the holder properties

#### 7.6 Document archive

Use the document archive to store your reports. The reports are supplemented with meta data (title, type, comment) and stored in the document archive.

You can then access it at any time in Infront Advisory Solution (and also in Infront Portfolio Manager). For example, if you have opened a report in the analysis area of Infront Advisory Solution, you can access all archived documents that were created based on this report for the current securities account object (holder, securities account, portfolio or account).

- · Archive documents
- · Show list of archived documents
- Show document list

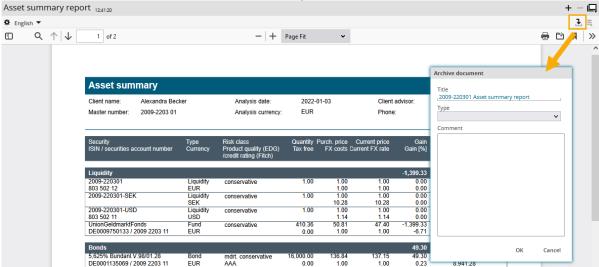
#### 7.6.1 Archive documents

You can archive reports opened in the analysis area (provided you have the corresponding permission). To do this, follow these steps:

01/31/2022 93 / 308







- 2. In the "Archive document" dialogue window that appears, enter the title, document type and a comment on the report, if necessary.
- Confirm your entries with "OK".This archives the report with the selected title in the document archive.

The individual functions in the "Archive document" dialogue window in detail:

Element	Description	
Title	Enter the title for the document that you want to archive. The automatically assigned title consists of the securities account object name (for example, holder name) and the name of the report.	
Туре	The Server configuration tool icon let's you exclude document types for client meetings. (However, you can still select them in this list.) This means, that a document can be archived with the "invisible" type and then does not appear in the lists of a client meeting.  For more information about the configuration of the Portfolio Manager Server, see Administration.	
Comment	In this input field, you can enter an explanatory comment.	

A document can be archived only once. After archiving it, the "Archive" icon is no longer available.

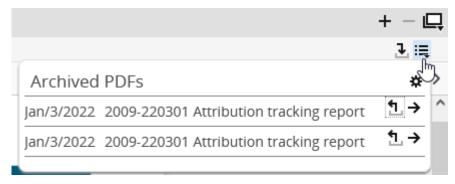
# 7.6.2 Show list of archived documents

Use the "Document archive" icon to show the already archived versions of the currently open report in a list. It contains all reports corresponding to the currently visible type and assigned to the currently shown securities account object. For example, in the figure below, you see only versions of the "Attribution"

01/31/2022 94 / 308



tracking" report. You can see this list (and the "Document archive" icon) only with the corresponding permission.



Functions in the open list of the archived documents.

Element	Description
*	Allows you to define for which period to show the documents.
<u>1</u>	Downloads the corresponding document. Your browser opens the archived document in a new window or tab (depending on your browser and its PDF viewer).
<b>→</b>	Opens a view with the details of the corresponding document including the title, type, user, date and comment.  In the details, you also find the "Download" icon for loading the document.

# 7.6.3 Show document list

You can open the document list (provided you have the corresponding permission) by using the navigation pane in the securities account object view (holder, portfolio, account, securities account) and clicking the "Documents" menu item. The document list shows all documents for the securities account object. In addition to the generated PDFs, there can also be attached text documents or graphic files. You can sort the list by date, name, type or user by clicking the column header.



Use the navigation elements at the lower edge to go through large lists.

01/31/2022 95 / 308



Click the linked title of the documents in the "Name" column to open the corresponding document in a new browser window or new tab.

Click the "Settings" icon in the toolbar of the document list to configure the following settings:

Element	Description
From	Specify the start date for the document list. Older documents are hidden.
То	Specify the end date for the document list. More recent documents are hidden.
Name	Enter a document to filter the document list by this entry.
Comment	Filter the document list by the entry in the "Comment" column.
Document types	To show the individual document types in the document list, select the corresponding checkbox or clear the selection to hide them.
Apply	Saves the settings and filters the document list.
Restore	Restores the default settings.
Cancel	Closes the settings dialogue window without saving the changes.

# 7.7 Alerts

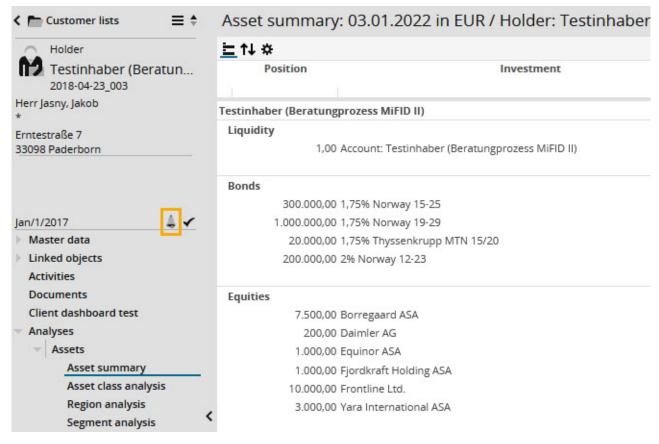
Alerts are analysed when opening the dashboard of a holder or portfolio or when opening an account or securities account view.

If alerts are available, an alert icon appears in the navigation pane. Point to the icon to show the generated alerts of the securities account object as well as the alerts of the linked objects (separated by a line).

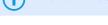
Click the alert icon to open the "Alerts monitoring" analysis in the analysis area.

01/31/2022 96 / 308





For more information on defining alerts, see the online help of Infront Portfolio Manager.



In Client meetings, alerts are not analysed. Therefore, the alert icon is always hidden.

# 7.8 Client meetings

This hides information that a client must not see or does not need when looking at the screen in a client meeting. In particular, all information on other clients and prospects as well as the bank's internal information is hidden.

Thus, an advisor can use the client meeting function to look together with the client at the analyses of Infront Advisory Solution without compromising confidentiality.

#### See also:

- Start client meeting
- Hidden elements in a client meeting
- Analyses and client meetings
- Document archives and client meetings
- Effect on the view of various securities account objects
- · Close client meeting

# 7.8.1 Start client meeting

To start a client meeting, follow these steps:

01/31/2022 97 / 308



- 1. Search for the client (holder or prospect) or select it from the existing lists (opened holder lists, favourite lists, history and so on).
  - You can also open a client meeting directly after creating a new prospect.
- 2. Switch to the object view (such as a holder dashboard, portfolio dashboard, prospect view and so on).
- 3. Click the "Client meeting" icon on the toolbar of Infront Advisory Solution.
  - This starts the client meeting. This is also indicated by the changed "Client meeting" icon. For more information on client meetings, also read the following sections.
- Previously opened threads are hidden for the duration of the client meeting. The client meeting starts with only one opened thread from the last view (for example, holder dashboard).

# 7.8.2 Hidden elements in a client meeting

When you click the "Client meeting" icon, some menu entries and functions are hidden:

- The "Clients" window becomes the singular "Client" workspace and opens the corresponding holder (client) view.
- · Global dashboards are no longer available.
- · Holder and portfolio dashboards cannot be edited.
- · Alerts are hidden.
- In the "Search results" window, the search results for securities account objects are hidden.
- In the "Management" window, the "Change password" function is hidden.
- All threads are hidden that were not opened via the client meeting.
- The history for the "Back" function is deleted.
- The "Back" function of the browser is disabled for visited pages.

# 7.8.3 Analyses and client meetings

In the editing window templates in Infront Portfolio Manager, you can select templates for configuration of client meetings in Infront Advisory Solution. To this end, select the "Suitable for client meetings" checkbox.

# 7.8.4 Document archives and client meetings

In the server configuration tool of Infront Portfolio Manager, administrators can show or hide archived documents by using the corresponding document type for the search in client meetings with Infront Advisory Solution.

# 7.8.5 Effect on the view of various securities account objects

In the views of holders, portfolios, accounts and securities accounts, the client meeting ensures that only the client-specific information is visible.

# **Prospects**

In the master data of prospects, internal information is hidden, for example the "Prospect evaluation" and "Prospect status" fields.

01/31/2022 98 / 308



#### **Portfolios**

In the master data of portfolios, in particular, confidential data on advisors, for example the birthday or the private phone number.

#### Persons

Links between holders or prospects not related to the current client meeting may not be shown. This is true for the link under "Linked objects" in the navigation pane as well as the list of the linked holders and prospects in the master data view.

#### **Activities**

In the activity view, the client meeting ensures that no information is shown that the client must not see.

# 7.8.6 Close client meeting

To close an active client meeting, click the "Client meeting" icon on the toolbar of Infront Advisory Solution.

The client meeting is closed. This is also indicated by the changed appearance of the "Client meeting" icon. The previously hidden functions are available once again.



The threads opened in the client meeting are closed, the threads opened prior to the client meeting are available once again. You return to the last view of the thread before the client meeting (for example, to the holder dashboard).

# 7.9 Further possibilities in the "Customers" area

In the "Customers" area, you may find additional overviews, analyses and finders under "Other" in the navigation pane. The finders actually available for you depend on the settings or templates of the corresponding Infront Portfolio Manager. Here, only a few are named as examples.

#### See also:

- · Own prospects
- Focus list

# 7.9.1 Own prospects

The "Own prospects" menu item shows a table with your prospects. It shows the most important master data of the prospects and can be sorted and grouped.

The table is based on the template of the same name in Infront Portfolio Manager and can be adapted there accordingly.



in this context, your "own" prospects are those prospects who have the same advisor as the registered user of Infront Advisory Solution.

01/31/2022 99 / 308



# 7.9.2 Focus list

The focus list represents a list of equities and equity-like securities observed by the bank research. The focus list is centrally managed in Infront Portfolio Manager.

The focus list contains one of the following recommendations:

- Buy
- Sell
- Hold
- <under review>

The recommendations of the focus list are intended to be mandatory for the advisor.

01/31/2022 100 / 308



# 8 Markets



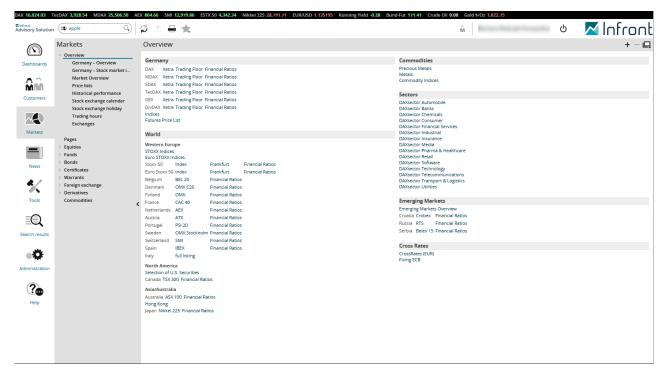
The "Market" window offers you a comprehensive overview of the financial markets.

#### See also:

- · View in the "Markets" window
- Security portrait
- Favourites

# 8.1 View in the "Markets" window





The analysis area shows the "Overview" page by default. From here, you can quickly navigate to all important current market data. To open the overview page of the respective category, click directly on the corresponding menu item. If you want to open further pages, price lists or calculators for this category, open the respective menu in the navigation pane.

01/31/2022 101 / 308

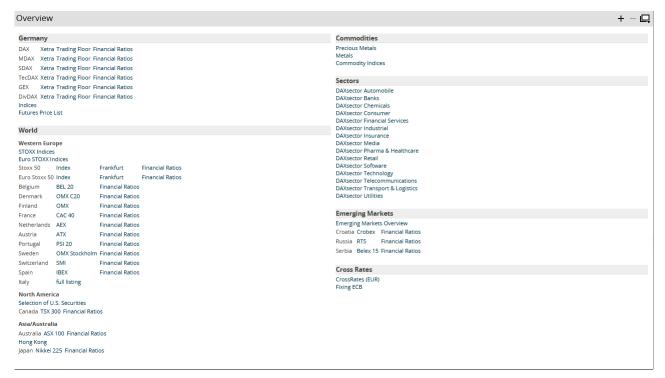


#### See also:

- Overview
- Pages
- Shares
- Funds
- Bonds
- Certificates
- Warrants
- Foreign exchange
- Contracts
- Commodities
- Economics
- Object views in the "Markets" area

#### 8.1.1 Overview





On the "Overview" tab, you will find the most important indices. Clicking the links opens, for example, the price lists of index members or lists of other indices, futures or exchange rates. Click the "Indicator" link to open the search and configure it.

In the "Markets" area, you will find further menu items in the navigation pane under the "Overview" menu item, which you can use to call up additional overview pages, for example:

- · Market bulletin
- · Germany overview
- · Germany equities
- Worldwide fixing, forwards
- Price lists (default start page in the "Market" window)
- · Historical performance

01/31/2022 102 / 308



- Exchange Calendar
- · Exchange holidays
- · Trading times
- Trading venues

Below, you can find further specific analyses separated by the various types of securities as well as the menu items Pages, Commodities and Economics.

#### See also:

- Market bulletin
- Germany overview
- Germany equities
- Market Overview
- Price lists
- Historical performance
- Stock exchange calendar
- Stock exchange holiday
- Trading hours
- Exchanges

#### Market bulletin



The market bulletin provides a compact overview of the market. You can access the PDF file by clicking the "Market bulletin" menu item. You can save the linked PDF file or open it in a new browser window or PDF viewer with a mouse click.

# Germany – overview



Click the "Germany overview" menu item to directly open the vwd page with the index page for market reports and previews. The linked page numbers will take you to the respective pages.

# Germany - equities



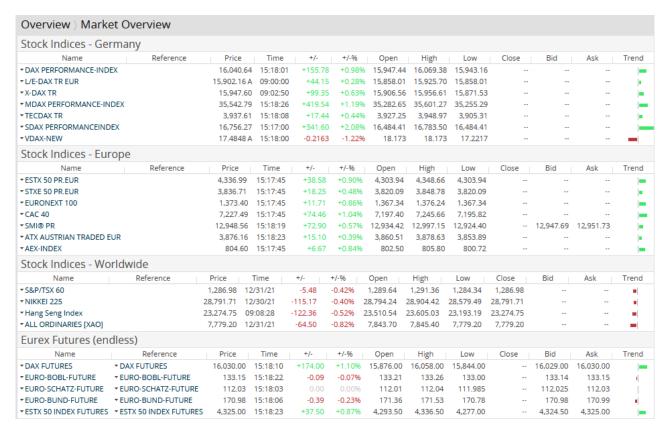
Click the "Germany – equities" menu item to directly open the vwd page with the index page for equities quoted in Germany. The linked page numbers will take you to the respective pages.

#### **Market Overview**



01/31/2022 103 / 308



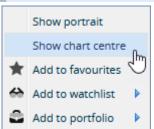


Select the "Worldwide fixing, forwards" menu item. This pages shows an overview of the most important global data. The list is divided into different sections:

- Equity indices Germany
- · Equity indices Europe
- Equity indices worldwide
- Eurex futures (open end)
- US futures (open end)
- · Other (for example, current yield)
- Foreign exchange
- · Precious metals, commodities



Click this icon to open the menu with the familiar commands for the corresponding security:



Click the linked security names to switch directly to the security profile.

#### **Price lists**



Click the "Price lists" menu item. On this page, you will find the most important indices.

01/31/2022 104 / 308



The page is the standard start page in the "Markets" section and therefore corresponds to the overview.

# Historical performance





Select the "Historical performance" menu item to carry out an exact analysis of the price performance for a security.

Search for the desired security ("DAX XETRA" default setting) and set the relevant analysis period.

The following elements and functions are available:

Element	Description
Chart	The chart of the currently selected security in the currently selected analysis period.  Click the chart to switch directly to the security profile.
Performance	The relative (historical) performance of the security in the period selected.

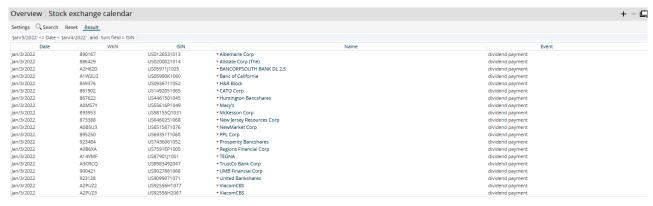
01/31/2022 105 / 308



Element	Description
Price Ø	The average price in the period selected.
Turnover Ø	The average turnover in the period selected.
High	The highest price in the period selected.
High date	The date on which the highest price in the selected period was quoted.
Low	The lowest price in the period selected.
Low date	The date on which the lowest price in the selected period was quoted.
Select security	Click this button to select the security to be analysed by using the familiar security search.
Period	Specify the period by using the "From" and "To" input fields. Use the calendar function to quickly select a date.  The default setting is 1 year.
Redraw	If you have changed the settings, you can update the data and chart with this button.

# Stock exchange calendar





Select the "Stock exchange calendar" menu item to open the list of stock exchange dates.

The columns of the stock exchange calendar:

- Date
- WKN
- ISIN

01/31/2022 106 / 308



- Name
- Events

Possible events are, for example, "Annual General Meeting", "Annual Press and Analysts Conference", "Dividend payment", "Results and Final Report", "Supervisory Board Meeting", "Corporate action" or "Other".

#### See also:

- Tips for working with the stock exchange calendar
- · Search the stock exchange calendar
- · Save search queries in the stock exchange calendar

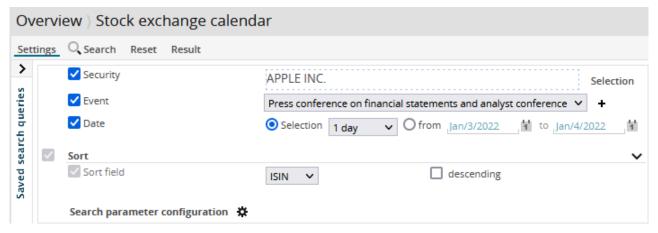
Tips for working with the stock exchange calendar

- By clicking this icon next to each name, you open the familiar menu with further commands for each security (DISPLAY SECURITIES PROFILE, SHOW CHART CENTRE, TO FAVORITES, TO WATCHLIST, TO SAMPLE PORTFOLIO).
- By clicking the column headers, you can sort the arbitrage list by the column in ascending or descending order. You can recognise the currently valid column sort order by the symbol next to the column header.
- · Click the name to switch to the corresponding security profile.
- Use the navigation elements below to switch pages if you have more than 20 events.
- Use the navigation elements below to switch pages (if you have more than 20 dates).

Search the stock exchange calendar



By default, you go to the "Result" page, which initially shows all current events. Click the "Settings" button at the top of the stock exchange calendar to filter and sort the events.



You have the following options:

Element	Description
Security	If you select this checkbox, then you can search for and select the relevant security by using the "Selection" button.

01/31/2022 107 / 308



Element	Description
Event	Select this checkbox to filter the dates by certain types of events. Select the even from the drop-down list.  To filter by multiple event types, click this icon after the first selection and then select the next type in the drop-down list.
	Example:
	✓ Event Annual General Meeting – Interim and annual reports    +
Date	Select this checkbox to show time intervals for search queries. You have the following options:  • Selection Select this option to specify an interval in the corresponding dropdown list.  • From/To Select this option to specify start and end dates in the input fields by entering them or using the calendar function.
Sorting	Select the column by which to sort the search result in the Exchange Calendar. With the "Descending" option, you reverse the sorting of the column.

Once you have defined the search query, start the search by clicking the "Search" button. In the "Results", the found dates are displayed. You can switch back to the last search result at any time by clicking the "Result" button.

To restore the default settings, click the "Reset" button.

Save search queries in the stock exchange calendar



Similar to the normal security search, you can also save search queries defined in the Exchange Calendar. You will find the interface for this in the "Settings" of the stock exchange calendar.

For more information about your defined filter conditions, see Save search queries.

# Stock exchange holiday



Select the "Stock exchange holidays" menu item to view the stock exchange holidays of the current year broken down by month via vwd page 911.

To work with the vwd pages, also see chapter Pages.

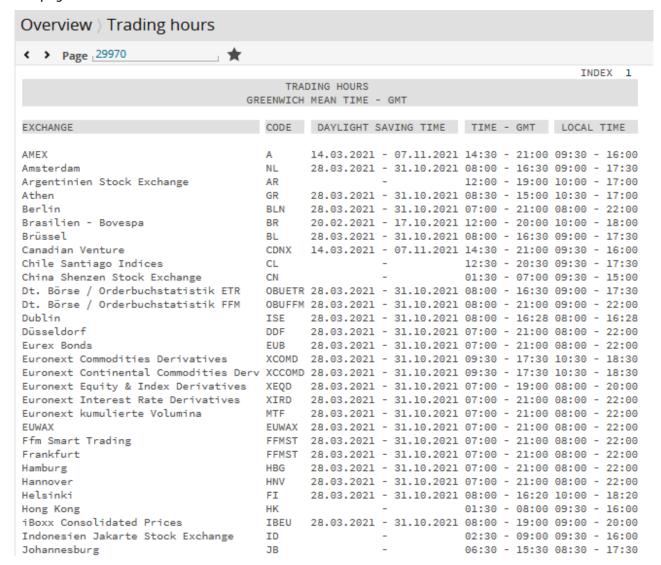
# **Trading hours**



01/31/2022 108 / 308



Select the "Trading hours" menu item to view the exact trading hours of international stock exchanges via vwd page 29970.



To work with the vwd pages, also see chapter Pages.

## **Exchanges**



Select the "Exchanges" menu item to open the vwd page 29980 with international trading venues.

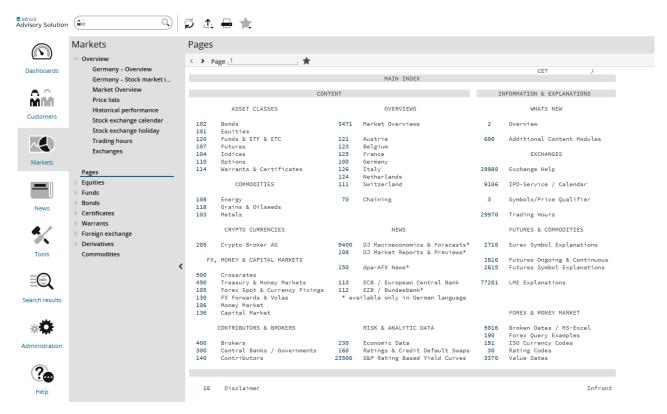
To work with the vwd pages, also see chapter Pages.

## 8.1.2 Pages



01/31/2022 109 / 308





The pages give a quick overview of the market. Comprehensive and, above all, perfectly structured financial information is available to you at all times via the simple navigation.



By clicking the name or the symbol of a security on a page, you can directly open its security portrait.

Save the pages you visit again and again as favourites by clicking the "Add to favourites" icon. For more information, see Add pages to favourites.

#### See also:

- Open pages
- Navigation on the pages

### Open pages



You have several options to open pages:

- · Select the "Pages" menu item in the navigation pane of the "Markets" section.
- In the "Markets" section, you can open the corresponding pages directly via various menu items. For
  example, you can open page 109 with the most important market reports and previews from
  Germany and so on via the menu item "Overview", "Germany Overview" in the navigation pane.
- Or enter the corresponding page number in a dashboard in the "vwd page" market data widget.
- If you have saved pages as favourites, you can open them quickly by clicking the "Favourites" icon in the header of the toolbar of the pages. For more information, see Add pages to favourites.

01/31/2022 110 / 308



### Navigation on the pages



In this section, you will learn about the different ways of navigating the pages.

#### See also:

- Navigation via the toolbar of the pages
- Navigation via the linked page numbers

Navigation via the toolbar of the pages



The toolbar at the top of the pages offers the following navigation options:

Enter page number



Enter the number in the "Page" input field in the upper left corner of the toolbar, and then press <RETURN>. This ipens the page.



In addition to the most important index pages 1 and 100, you will find a compact overview of stock exchange markets on page 3472.

Navigation elements in the toolbar

In addition to the page number field, you find further navigation elements on the toolbar of each page:

Icon	Description
<	Goes to the previous page.
>	Goes to the next page.  Example: Switch from page 1 to page 2 and so on. If a page number is not assigned, you switch to the next available one.

Navigation via the linked page numbers



All page numbers on the pages are linked to each other. Page 1 is used as the start page. Click a page number to switch to the corresponding page.

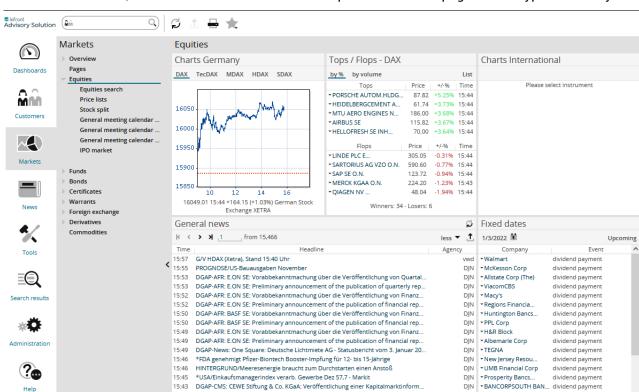
### 8.1.3 Shares



01/31/2022 111 / 308

▼United Bankshares





In the "Markets" area, select the "Shares" menu item to open the overview page for this type of security.

On the overview page of the "Equities" tab, you will find the most important data on equities at a glance:

DGAP-CMS: CEWE Stiftung & Co. KGaA: Release of a capital market information

· Charts of DAX, TecDAX, MDAX, HDAX, and SDAX, NASDAQ 100 and Dow Jones

Tender operation announcement - 20210155

- · Tops and Flops DAX
- · Appointments
- · News for equities

You can also use the integrated menu on the "Equities" tab to switch to the following pages:

- · Equities search
- Price lists
- · Stock splits
- AGM calendar DAX
- AGM calendar EURO STOXX 50
- AGM calendar STOXX 50
- IPO market

#### See also:

- · Equities price lists
- Stock splits
- General meeting calendar
- IPO market

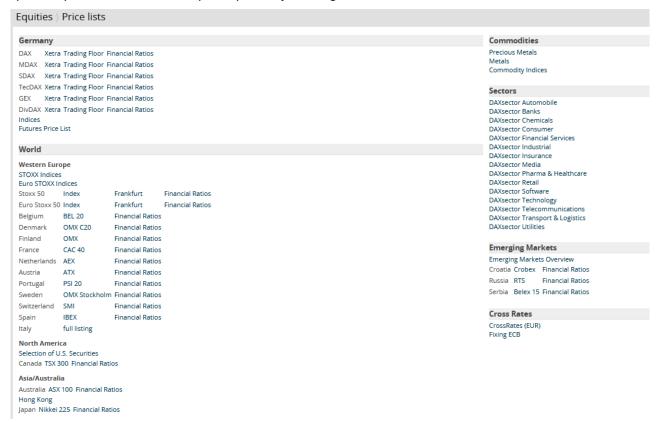
### **Equities price lists**



01/31/2022 112 / 308



Select the "Price lists" menu item to open the overview page with important indices. From this page you can open the price lists of the index participants by clicking on the links.



The page corresponds to the overview page on the "Markets" tab.

### Stock splits



Select the menu item "Equity splits" to open the vwd page 912 with the current information on splitting dates.

## General meeting calendar



Select the "General meeting calendar" menu item for the respective index to open the corresponding vwd page with the current dates for the general meetings:

- AGM calendar DAX: vwd page 5013
- AGM calendar EURO STOXX 50: vwd page 2594
- AGM calendar STOXX 50: vwd Page 2595

The availability of the pages depends on your activation.

#### IPO market



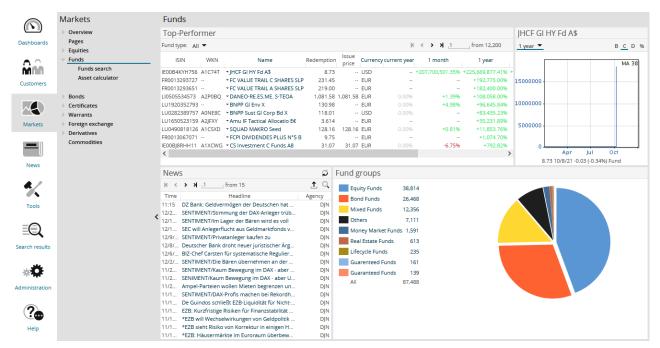
01/31/2022 113 / 308



Select the "Equity splits" menu item to open the vwd page 1120 with the current information on splitting dates.

### 8.1.4 Funds





On the overview page of the "Funds" menu item, you will find the most important data on funds at a glance. You can also switch to the following pages via the subordinate menu items:

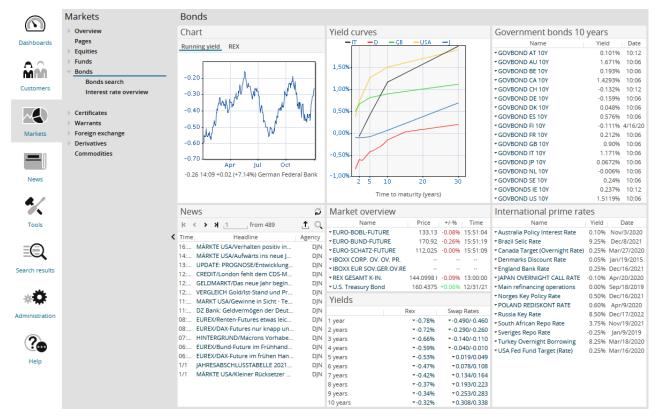
- Fund search
- · Investment Calculator

### 8.1.5 Bonds



01/31/2022 114 / 308





On the overview page of the "Bonds" menu item, you will find the most important data on bonds at a glance:

- · Charts on current yield and REX
- · Yield curves (Germany, Italy, Japan, Great Britain, USA)
- Yields on the most important government bonds (10 years)
- · Latest News on bonds
- · Market overview and returns
- · International prime rates

You can also use the menu items in the navigation pane to switch to the following pages in the "Bonds" section:

- · Bonds search
- · Overview of interest rates
- Yield Calculator

#### See also:

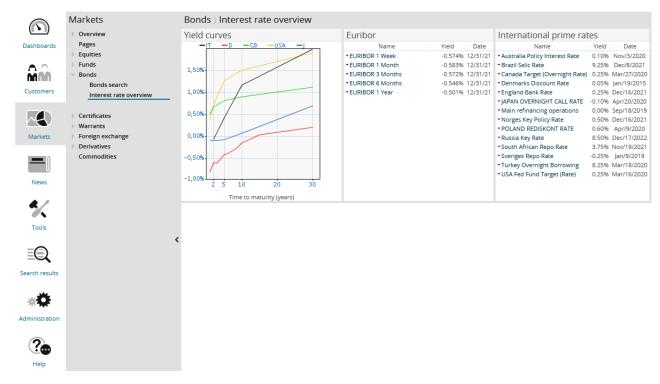
Interest rate overview

### Interest rate overview



01/31/2022 115 / 308





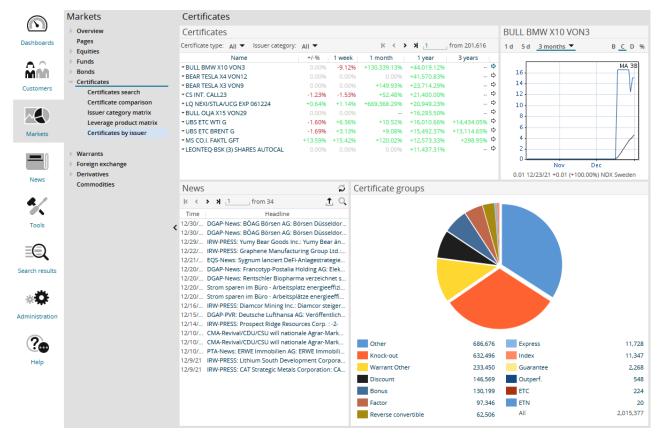
Select the "Interest rate overview" menu item to open a current overview of yield curves, Euribor rates and international prime rates.

## 8.1.6 Certificates



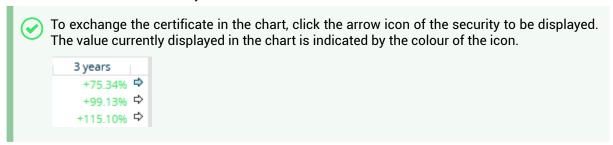
01/31/2022 116 / 308





On the overview page tab in the "Certificates" menu item, you find the most important data on bonds at a glance:

- · Certificate list that can be filtered by certificate type and issuer
- · Chart for the certificate currently selected in the certificate list



- · Latest News on certificates
- Chart showing the breakdown of the available certificates by type

You can use the menu items in the navigation pane to switch to the following pages in the "Certificate" section:

- · Certificates search
- Certificate Comparison
- Issuer Category Matrix
- Certificates by issuer
- EDG explanations

01/31/2022 117 / 308

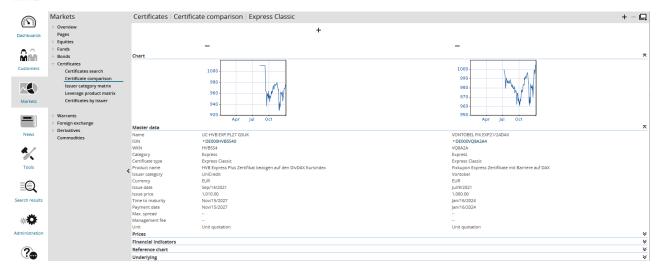


#### See also:

- Certificate Comparison
- · Issuer category matrix for certificates
- Certificates by issuer

### **Certificate Comparison**





Click the "Certificate Comparison" menu item. Here, you can compare two or more certificates.



To do this, search for the certificates to be compared by using the "Certificate search"

icon.

The certificates are opened side by side so that you can easily compare the data. Newly added certificates always appear on the right.

Use the "Remove certificate" icon to remove the corresponding certificate from the Certificate Comparison.

The data is divided into several areas, which you can open and close by using the icons on the right-hand side.

In the certificate comparison, you can find the following areas:

Area	Description
Chart	In this area, you can see historical charts of the certificates.

01/31/2022 118 / 308



Area	Description
Master data	In this area, you can find the most important master data of the certificates:  Name ISIN (with "pin" function) WKN Category Certificate type Product name Issuer Currency Launch Issue price Maturity Max. spread Management fee
Prices	In this area, you can find the following price information about the certificates:  Current price Date/Time Absolute difference to previous day Relative difference to previous day Bid Ask Open High Low 52-week high volume
Key figures	In this area, you can find the following key figures about the certificates.
Comparison chart	In the comparison chart, all certificates currently open in the certificate comparison are displayed in a common chart window:  100 % 95 % 90 % 95 % 90 % 95 % 90 % 95 % 90 % 95 % 90 % 95 % 90 % 95 % 90 % 95 % 90 % 95 % 90 % 95 % 90 % 95 % 90 % 95 % 90 % 95 % 90 % 90 % 90 % 90 % 90 % 90 % 90 % 90

01/31/2022 119 / 308



Area	Description
Underlying	In this area, you can find the most important information on master data and prices of the respective underlyings of the certificates:
	<ul> <li>Name</li> <li>ISIN</li> <li>WKN</li> <li>Security type</li> <li>Exchange</li> <li>Current price</li> <li>Date/Time</li> <li>Absolute difference to previous day</li> <li>Relative difference to previous day</li> <li>Bid</li> <li>Ask</li> <li>VWAP (Volume Weighted Average Price)</li> <li>TWAS (Time Weighted Average Spread)</li> </ul>

## Issuer category matrix for certificates





Select the "Issuer category matrix" menu item.

The matrix shows you at a glance how many certificates the individual issuers offer, broken down by certificate type. In addition, the Issuer Category Matrix also shows the total number of the respective certificate type (in the "Total" row). Thus you can quickly find and display comprehensive information about the certificate market.

01/31/2022 120 / 308



The issuer category matrix offers you the possibility to select all certificates of a certificate type or all certificates of a specific certificate type of an issuer. To do this, click the corresponding entry in the matrix. In the certificate search result that opens, you have access to all other certificate data.

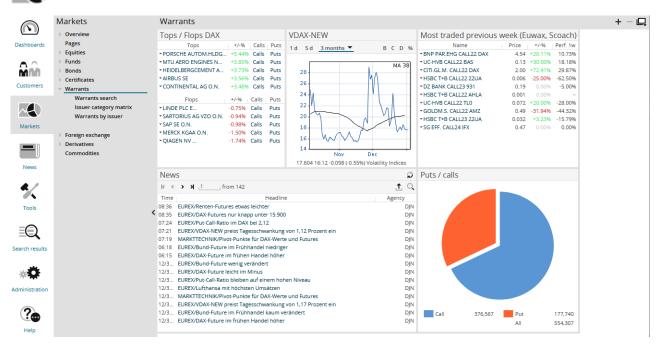
### Certificates by issuer



Select the "Certificates by issuer" menu item to open the vwd page 114 with the overview of issuers of warrants and certificates.

### 8.1.7 Warrants





On the overview page tab in the "Warrants" menu item, you find the most important data on warrants at a glance:

- Tops and Flops DAX
- · Price list of the most traded warrants on EUWAX and SCOACH last week
- Chart for VDAX NEW
- · News on warrants
- · Graphical display of the current put-call ratio

You can use the menu items in warrant navigation pane to switch to the following pages in the "Warrants" section:

- · Warrants search
- Issuer Category Matrix
- · Warrants by issuer
- OS Calculator

01/31/2022 121 / 308

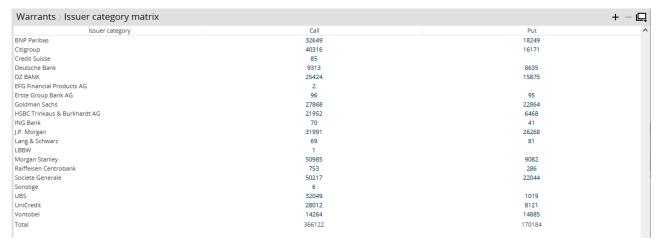


#### See also:

- Issuer category matrix for warrants
- Warrants by issuer

### Issuer category matrix for warrants





Select the "Issuer category matrix" menu item from the navigation pane.

The matrix shows you at a glance how many warrants the individual issuers offer separately according to calls and puts. In addition, the issuer category matrix also shows the total number of the respective warrant type (in the "Total" row). Thus you can quickly find and display comprehensive information about the warrants market.

The issuer category matrix offers you the possibility to select all calls or puts or all calls or puts of an issuer. To do this, click the corresponding entry in the matrix. In the warrant search results that open, you have access to all other warrant data.

## Warrants by issuer



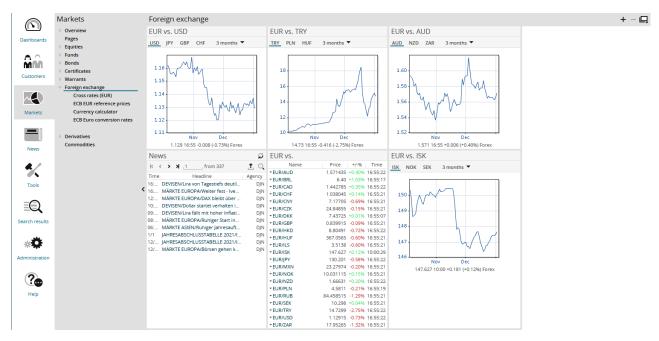
Select the "Warrants by issuer" menu item in the navigation pane to open the vwd page 114 with the overview of issuers of warrants and certificates.

## 8.1.8 Foreign exchange



01/31/2022 122 / 308





On the overview page of the "Foreign exchange" menu item, you will find the most important data on foreign exchange at a glance:

- · Current foreign exchange rates
- Charts on the main euro exchange rates (EUR/USD, EUR/CHF, EUR/AUD, EUR/SEK...)



To exchange values in the charts, select the exchange rate to be displayed on the toolbar of the respective chart, for example, "JPY" for "EUR/JPY".

News for foreign exchanges

You can use the menu items in cur. navigation pane to switch to the following pages in the "Foreign exchange" section:

- · Cross rates
- · ECB euro reference rates
- · Currency converter
- ECB euro exchange rates

#### See also:

- · Cross rates
- · ECB euro reference rates
- · ECB euro exchange rates

### Cross rates



Select the "Cross rates" menu item in the navigation pane to open the matrix of the most important cross rates.

01/31/2022 123 / 308

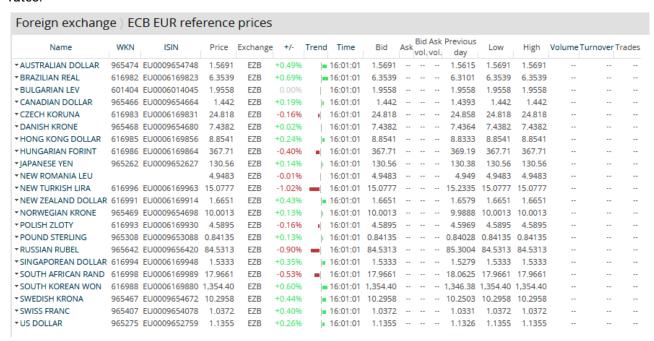




#### ECB euro reference rates



Select the "ECB euro reference rates" menu item in the navigation pane to open the list of euro reference rates.





#### Tips for working with lists

- · Click the name to switch to the corresponding securities portrait.
- By clicking the column headers, you can sort the arbitrage list by the column in ascending or descending order. You can recognise the currently valid column sort order by the symbol next to the column header.
- This icon opens the familiar menu for the respective quotation in the watchlist with the following items:
  - Show portrait
  - · Show chart centre
  - To Favourites
  - · To watchlist
  - To portfolio

01/31/2022 124 / 308



### ECB euro exchange rates



Select the "ECB euro exchange rates" menu item in the navigation pane to open the vwd page 2002 with the overview of issuers of warrants and certificates.

### 8.1.9 Contracts



On the overview page of the "Contracts" menu item you have access to further price lists, search screens for contracts and selected pages in addition to the most important futures via the subordinate menu items:

- · Futures price list
- · US futures price list
- Futures search
- Option search
- Swaps
- Eurex DE
- Eurex FI
- Eurex FR
- Eurex NL
- Eurex IT
- Eurex SE
- Eurex RU
- Eurex CH
- Eurex ES
- Eurex Future Lists
- V-DAX New Volatility Index
- VSTOXX Volatility Index
- · VSMI Volatility Index

For more information, see Pages.

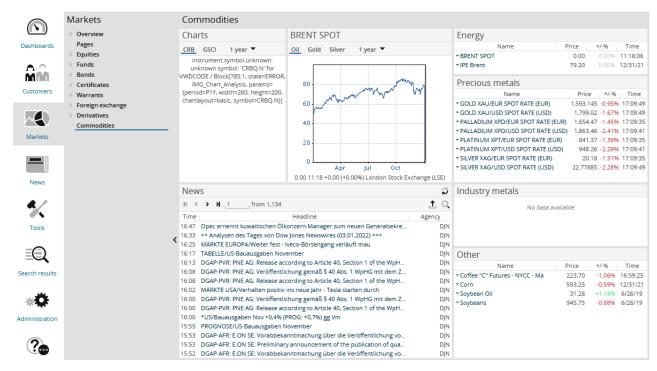
## 8.1.10 Commodities



In the "Markets" area, you will find all the important information on commodities under the "Commodities" menu item in the navigation pane.

01/31/2022 125 / 308





In detail, you will find the following information on commodities on the overview page, depending on the activation:

- · Charts on CRB Index, GSCI, oil, gold and silver
- · News For commodities
- · Prices of energy stocks, precious and industrial metals

Use the links on the overview page to quickly switch to the other information pages, news or profiles.

### 8.1.11 Economics



In the "Markets" section, you also find all important economic data under the "Economics" menu item in the navigation pane. You can select the corresponding regions or categories via three subordinate menu items.

#### See also:

- Economics Germany
- · Economics G7/CH/Eurozone
- Economics VWL comparison

## Economics - Germany



If you select the "Economics", "Germany" menu item in the "Markets" area, you will find the most important economic data for Germany, clearly arranged according to the following categories:

- Labour market
- · Incoming orders

01/31/2022 126 / 308



- GDP (Gross Domestic Product)
- · Personal income
- Trade balance
- Interest
- · Retail sales
- Producer prices
- Money supply
- Industrial production
- Inflation
- Capacity utilisation
- Economic data
- · Mortgage rate
- · ECB key interest rate

In the "Value" column, you see the most current value of the data with the corresponding date in brackets. By clicking a value, you open the corresponding detail page, for example, a portrait.

### Economics G7/CH/Eurozone



Under the menu item "G7/CH/Eurozone", you can find the following economic data for these countries (Germany, France, Great Britain, Italy, Japan, Canada, Switzerland, USA) as well as for Europe:

- Labour market
- GDP (Gross Domestic Product)
- Money supply M1
- Industrial production
- Prime rate (key interest rate)
- Inflation

In addition to the most current value of the data, the table also shows the corresponding date (in brackets). By clicking a value, you open the corresponding detail page, for example, a portrait.

## **Economics - VWL comparison**



On the "Economic Comparison" tab, you can display the economic data of a country and compare the data of up to 5 countries. To do this, follow these steps:

- 1. First select the corresponding countries on the left by selecting the corresponding checkboxes. Tip: Select the "All" checkbox to select all the countries listed.
- 2. Then select the corresponding category (labour market, business cycle...) from the drop-down list in the "Value" section.
- 3. Then select the data to be analysed by category in the headings and countries by selecting the corresponding checkboxes.
- 4. The result then appears on the right, for example, a country comparison in the chart for this data. At the top, you have the possibility to set the period of the chart. To do this, select an entry from the drop-down list.

01/31/2022 127 / 308



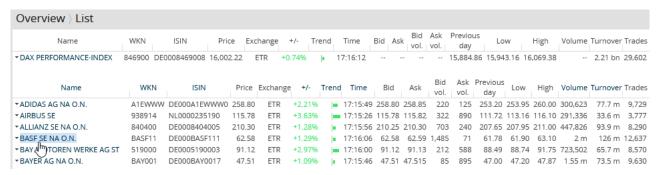
## 8.1.12 Object views in the "Markets" area



If you select a security, for example by clicking its name in a price list, the corresponding Security profile view opens. At the top of the navigation pane, you see the profile of the security. Below, you find the master data from Infront Portfolio Manager, possible linked securities as well as various other functions.

You can also open these securities portraits by using the search or selecting a security from the watchlists and so on. In the lists and overviews in the analysis area, you select a security as follows:

- 1. On the "Overview" start page, select the "Dow Jones Industrial" price list.
- 2. In the "Name" column, click the equity that you want to open.



You can also open a security from an asset summary.



The corresponding security Security portrait appears.

## 8.2 Security portrait



The security portrait is the security view. At the top of the navigation pane, you can see the profile of the security. Below, you find menu entries for master data, analyses and any linked securities.

01/31/2022 128 / 308



#### See also:

- · Open security portrait
- Navigation pane in the securities portrait
- · Overview in the security portrait
- Master data [pm]
- Arbitrage
- T & S (Time & Sales)
- Financial indicators
- News in the securities portrait
- Valuation (theScreener)
- Company
- Charts
- · "MiFID II" menu item in the security portrait
- "List" menu item in the securities profile of indices
- "Warrant Calculator" menu item in the security profile of warrants
- "Yield Calculator" in the security portrait of indices
- "Structure" in the security portrait of funds
- "Fund prospectuses" menu item in the security profile of funds
- Derivatives
- · Analyses from Infront Portfolio Manager

## 8.2.1 Open security portrait



Whenever you have selected a single security, the security portrait opens. Examples:

- Enter the WKN or ISIN in the search (if only one security is found with a search query, then the security portrait opens directly)
- · Click an entry in the search result with several hits
- · Click a security in the market overview

## 8.2.2 Navigation pane in the securities portrait



The portrait in the navigation pane toolbar provides useful navigation items like the context list or the return function. For more information, see Toolbar in navigation pane in object view. Below the profile, you see the menu of the master data, analyses and possibly liked securities (for example, certificates with this underlying).

#### See also:

· Security portrait

### Security portrait



01/31/2022 129 / 308





In the security portrait, the profile of the security is displayed under the toolbar of the navigation pane. The following information is shown, if available:



- Type of object (here: security)
- Security type (here: equity)
- · Security name
- Current rate and corresponding currency (at the currently selected venue)
- · Price time
- · Change in percent against the previous day's close
- Trend arrow
- · Visualisation of 52-week high and low
- Symbol indicating the activation of the price feed:

•	Real time
0	Delayed
	End of day (for example, for securities created in Infront Portfolio Manager)

- EDG rating for certificates (if activated)
- vwd icon (if enabled in the Settings)

In addition, with the integrated "Market Manager Financials Web", further functions are available to you via the arrow icon in the top right-hand corner of the profile. Click the icon to open the icon menu with the following entries:

- (Show security portrait)
- · Show chart centre
- Add to favourites
- To watchlist
- · To portfolio

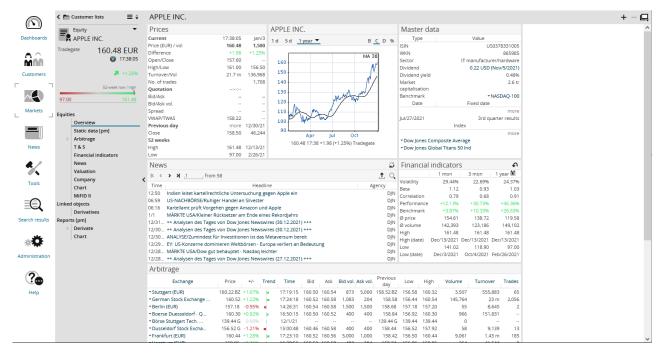
# 8.2.3 Overview in the security portrait



Once you have selected a security (for example, by clicking a search result or from a market overview page), then the security portrait overview opens.

01/31/2022 130 / 308





In the analysis area, you will find the following windows in the overview of security portraits, for example:

- Prices
- Chart
- · Master data
- News
- Key figures
- Arbitrage list

As usual, you can, for example, click the linked elements and switch to the chart centre or news overview.

Some of the menu items or information described below are not useful and therefore not available for all types of securities.

#### Example

Equities or indices can be, for example, underlyings, whereas a warrant cannot. Accordingly, you can find the "Related" menu item with derivatives of the underlying in the equity profile and indices; in the warrant profile, this menu item is not available in the navigation pane. In the bond profile, you can find the Yield Calculator, for funds the type-specific "Structure" and "Fund prospectuses" menu items and so on.

#### See also:

- · Overview of the "Prices" area
- Overview in the "Chart" area
- · Overview in the "Master data" area
- · Overview in the "News" area
- · Overview in the "Financial indicators" area
- · Overview in the "Arbitrage" area

01/31/2022 131 / 308



## Overview of the "Prices" area



APPLE INC.		
Prices		
Current	17:38:05	Jan/3
Price (EUR) / vol	160.48	1,500
Difference	+1.98	+1.25%
Open/Close	157.60	
High/Low	161.00	156.50
Turnover/Vol	21.7 m	136,968
No. of trades		1,708
Quotation	::	
Bid/Ask		
Bid/Ask vol.		
Spread		
VWAP/TWAS	158.22	
Previous day	more	12/30/21
Close	158.50	46,244
52 weeks		
High	161.48	12/13/21
Low	97.00	2/26/21

In the "Prices" overview area, you can find current price information on the security. The most important price dates:

Area	Description
Current	<ul> <li>You can find the following data in the "Current" category:</li> <li>Date and time of current price</li> <li>Current rate with corresponding currency in brackets and corresponding number of units ("Vol")</li> <li>Absolute and percentage difference against the previous day</li> <li>Open and close price</li> <li>Daily high and low</li> <li>Turnover (volume * current rate)</li> <li>Volume (quantity)</li> <li>Number of trades</li> </ul>
Quotes	<ul> <li>You can find the following data in the "Quotes" category:</li> <li>Time of the most recent quotes</li> <li>Current bid and ask prices</li> <li>Current volumes for bid and ask price</li> <li>Absolute and relative spread</li> <li>VWAP (Volume Weighted Average Price)</li> <li>TWAS (Time Weighted Average Spread)</li> </ul>

01/31/2022 132 / 308



Area	Description
previous day	You can find the following data in the "Quotes" category:  Date Close Volume  Click "More" to display further data from the previous day:  Open and close price of the previous day Day's high and low of the previous day Turnover If the additional data is shown, you can hide it by clicking the "Less" link.
52 weeks	You can find the following data in the "Quotes" category:  • High in the last 52 weeks with corresponding date  • Low in the last 52 weeks with corresponding date

# Overview in the "Chart" area





The chart in the overview area of a security contains the following elements:

Element	Description
Window title	In the title, you see the name of the currently selected security.

01/31/2022 133 / 308



Element	Description	
1 D	Click this button to display a 1-day chart (intraday).  The horizontal line in the chart window of intraday charts indicates the previous day's closing price.	
5 D	Click this button to display a 5-day chart (intraday).	
"Period" drop-down list	From this drop-down list, select the period to be displayed for historical charts:  1 year   1 month 3 months 6 months > 1 years 2 years 3 years 5 years 10 years YTD Total  In historical charts, the corresponding moving average is plotted.	
Bid	Displays the bid price in intraday charts.	
Ask	Displays the ask price in intraday charts.	
В	Displays a benchmark in historical charts.	
С	Enabled by default (indicated by the frame of the button).  Includes or excludes the corporate actions in historical charts (included by default).	
D	The checkbox is cleared by default.  Includes any dividends in historical charts in the chart. This adjusts historical prices.	
%	Switches to the relative display. Restores the original scaling.	

01/31/2022 134 / 308



Element	Description
Chart window	In the chart window, the price is displayed as a line. Below, you can see the current price with time, absolute and percentage change as well as the trading venue.
	Clicking the chart window opens the Chart Center for this security, where you have many more options for technical analysis.

# Overview in the "Master data" area



Master da	ta
Туре	Value
ISIN	US0378331005
WKN	865985
Sector	IT manufacturer/hardware
Dividend	0.22 USD (Nov/5/2021)
Dividend yield	0.48%
Market	2.6 tr
capitalisation	
Benchmark	▼NASDAQ-100
Date	Fixed date
	more
Jul/27/2021	3rd quarter results
	Index
	more
▼Dow Jones Co	mposite Average
▼Dow Jones Gl	obal Titans 50 Ind

The "Master data" area contains the following elements for equities, for example:

Туре	Description
ISIN	ISIN of the security.
WKN	WKN (German security number) of the security.
Sector	The sector of the security.
Dividend	The last dividend paid including the date of dividend payment.  By clicking the dividend, you can switch to the "Financial indicators" tab within the security portrait.
Dividend yield	The percentage dividend yield.

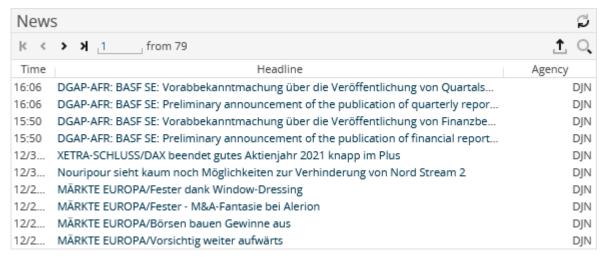
01/31/2022 135 / 308



Туре	Description
Market capitalisation	The market capitalisation of the company.
Benchmark	If a benchmark is assigned to the security, then it is displayed here.  Click the benchmark to switch directly to the security portrait of the benchmark.  The icon of the benchmark provides the familiar options for further analysis.
Date	Current dates for the security.  Click the "more" link to display any additional events that may be available.
Index	A list of the indices in which the equity is currently included.  You can use the "more" link to display additional indices if necessary.  Click an index to switch directly to the security portrait.  The icon of the indices provide the familiar options for further analysis.

### Overview in the "News" area





In the "News" area, you can find the headlines of the latest news on the security. The most recent news filtered are shown at the top of the list. If necessary, select the interesting news to read them. This opens the news item in the securities profile on the "News" tab. For more information, see News in security portrait.

01/31/2022 136 / 308



If there are many news for the security, these are distributed over several pages. Use the familiar navigation elements to open the pages.



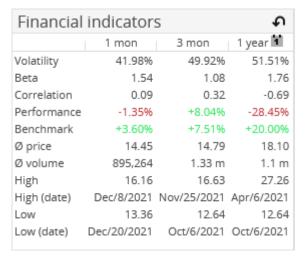
Use the "Export as PDF" icon to create a PDF document from the currently displayed list of headlines.

Use the "Search" icon to directly open the News search.

For more information about working with news, see News.

## Overview in the "Financial indicators" area





In the "Financial indicators" area, you can find an extract of the most important financial indicators. For the periods "1 month", "3 months" and "1 year", you can see the following financial indicators in detail:

- Volatility
- Beta
- Correlation
- Performance
- Benchmark
- Average price
- Average volume
- · High in the period with corresponding date
- Low in the period with corresponding date

With the "Select comparison period" calendar function, you can select another date in the column "1 year" to calculate the key figures from this date.

Use the "Reset" icon to delete the date entry and reset the column values to "1 year".

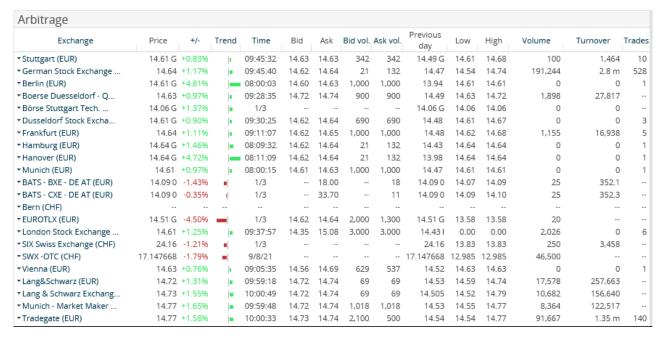
For more information, see Financial indicators.

## Overview in the "Arbitrage" area



01/31/2022 137 / 308





In the arbitrage table of the overview, you can see the prices of all available trading venues and over-the-counter trading venues for the currently selected security.

The functions in the arbitrage table correspond to those in the arbitrage table that you open via the "Arbitrage" menu item in the navigation pane of the security portrait. See also the section Arbitrage.

## 8.2.4 Master data [pm]

The master data from Infront Portfolio Manager contains all the important information about the security selected. You can also open these properties in Infront Advisory Solution by using the "Master data [pm]" menu item in the navigation pane of a security portrait.

01/31/2022 138 / 308



#### Master data

Name	Nordex SE
WM name	NORDEX SE O.N.
Display name	Nordex SE
Ticker	NDX1.DE
Туре	Equity
Security ID	955214
ISIN	DE000A0D6554
DEWKN	A0D655
Valor number	2083267
OEWKN	
Country	Germany (ED)
Sector	Energy engineering (EN)
Issue date	
Smallest trans. unit	1
First Trading Day	
Last trading day	
Benchmark	
Comment	

Similar to the tabs in the securities master data in Infront Portfolio Manager, the master data is also divided into the following areas:

- Master data
- Advanced
- WM data
- · User-defined fields



It not possible to edit the security master data in Infront Advisory Solution.

# 8.2.5 Arbitrage

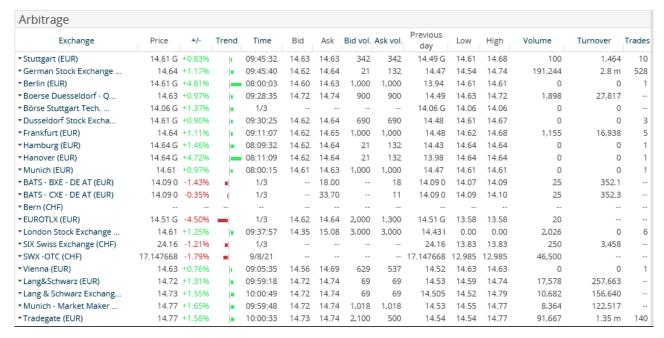


Use the "Arbitrage" menu item in the navigation pane of a security portrait to open the arbitrage table for this security.

In the arbitrage table, you can see the prices of all available stock exchanges and over-the-counter trading venues for the currently selected security.

01/31/2022 139 / 308





By clicking the names of the trading venues ("Exchange" column), you switch directly to the corresponding security portrait at this place.

Click this icon next to each row in the arbitrage list to open the menu with the familiar commands for the respective price quotation.

By clicking the highlighted column headers, you can sort the arbitrage list by the column in ascending or descending order.

## 8.2.6 T & S (Time & Sales)



Time & Sales provides you with tables showing opening, high, low and closing prices and turnover for the selected security, divided into historical data and intraday data.

The "T & S" menu item in the navigation pane of a security profile opens the Time & Sales of a security.

01/31/2022 140 / 308





#### See also:

- · Important information about Time & Sales
- · Export "Time & Sales" tables to a file

### Important information about Time & Sales

• On the left, the "Historical" table contains by default the end-of-day data retroactively from the current date. Using the integrated calendar above the table, you can select a different analysis date. Then 34 dates in the past are displayed from this date.



• On the right side, you see by default the intraday data of the current trading day in 30-minute steps with the number of included ticks. Example: 09:00-09:30 - 231 ticks.

01/31/2022 141 / 308



- You can also select a different date for the intraday data to be displayed using by using the calendar function.
- Select a day in the historical area on the left side of the screen with a click, then the intraday view is displayed on the right side for this selected day.
- If you select such a 30-minute interval again in the "Intraday" table, a table with a resolution on a minute basis is displayed for this period.

Intraday						
1/3/2022						
Time	Open	High	Low	Close	Volume	ticks
15:29 - 15:30	115.50	115.50	115.44	115.48	447	9
15:28 - 15:29	115.52	115.52	115.50	115.52	1,283	6
15:27 - 15:28	115.54	115.54	115.48	115.50	247	8
15:26 - 15:27	115.50	115.52	115.50	115.52	149	4
15:25 - 15:26	115.56	115.56	115.50	115.52	424	5
15:24 - 15:25	115.50	115.56	115.50	115.56	141	3
15:23 - 15:24	115.52	115.54	115.48	115.48	186	6
15:22 - 15:23	115.60	115.60	115.54	115.54	225	8
15:21 - 15:22	115.54	115.60	115.54	115.60	273	4
15:20 - 15:21	115.54	115.54	115.52	115.52	375	6
15:19 - 15:20	115.56	115.56	115.56	115.56	78	2
15:18 - 15:19	115.52	115.52	115.52	115.52	80	1
15:17 - 15:18	115.50	115.50	115.50	115.50	10	1
15:16 - 15:17	115.58	115.58	115.56	115.56	89	3
15:15 - 15:16	115.58	115.58	115.56	115.56	406	3
15:14 - 15:15	115.56	115.56	115.54	115.54	320	2
15:10 - 15:11	115.56	115.56	115.56	115.56	106	2
15:09 - 15:10	115.62	115.62	115.60	115.60	341	5
15:07 - 15:08	115.60	115.60	115.60	115.60	39	1
15:06 - 15:07	115.54	115.58	115.54	115.54	312	5
15:05 - 15:06	115.60	115.60	115.52	115.52	901	9
15:04 - 15:05	115.56	115.56	115.56	115.56	113	2
15:03 - 15:04	115.58	115.62	115.58	115.60	1,102	6
15:02 - 15:03	115.56	115.56	115.54	115.54	1,123	5
15:01 - 15:02	115.66	115.66	115.62	115.62	1,107	6
15:00 - 15:01	115.70	115.70	115.64	115.64	1,145	8

01/31/2022 142 / 308



• If such a minute interval is selected, the contained individual ticks are listed with volume information.

Intraday					
1/4/2022 🚺 🔇					
Time	Price	Volume			
09:27:59	70.05	231			
09:27:58	70.03	750			
09:27:58	70.04	47			
09:27:58	70.04	54			
09:27:58	70.04	30			
09:27:58	70.03	252			
09:27:58	70.03	146			
09:27:58	70.03	67			
09:27:56	70.03	311			
09:27:55	70.03	209			
09:27:54	70.01	347			
09:27:54	70.01	145			
09:27:53	70.01	253			
09:27:53	70.01	182			
09:27:53	70.01	121			
09:27:53	70.00	695			
09:27:53	70.00	157			
09:27:53	70.00	81			
09:27:53	70.00	14			
09:27:53	70.00	2818			
09:27:53	69.99	498			
09:27:53	69.98	502			

- Click this icon to leave the respective detailed view in the "Intraday" table to return to the previous view.
- Frint "Print" icon in the upper toolbar allows you to print the current display at any time.
- Click the "Export entire time series to file" to export the entire historical time series for selected security either as CSV or Excel file.

## Export "Time & Sales" tables to a file



You can export the (complete) data to an Excel or CSV file. The details can be found in the following sections.

### See also:

- Export "Time & Sales" tables to Excel file
- Export "Time & Sales" tables to CSV file

Export "Time & Sales" tables to Excel file



To export an Excel file:

01/31/2022 143 / 308



- 1. Click the "Export complete time series to file" icon above the historical Time & Sales.
- 2. From the icon menu, select EXPORT TO EXCEL FILE.



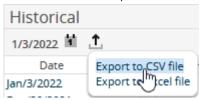
- 3. In the "Save as" dialogue window that appears, enter the required name and save the file.
- 4. Now, you can open the file in Microsoft Excel and edit it further if necessary.

Export "Time & Sales" tables to CSV file



To export a CSV file:

- 1. Click the "Export complete time series to file" icon above the historical Time & Sales.
- 2. From the icon menu, select EXPORT TO CSV FILE.

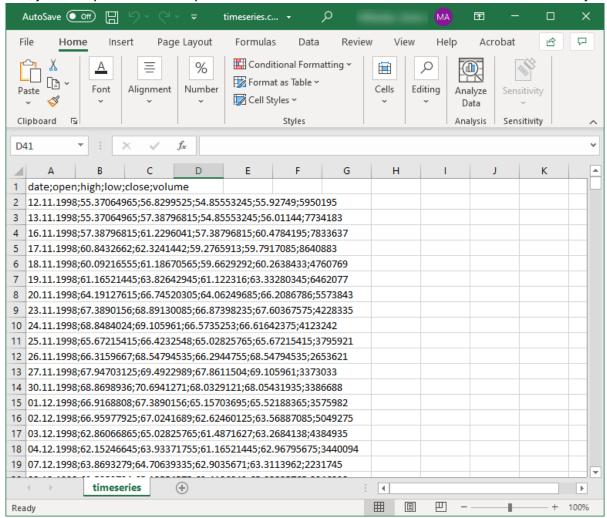


3. In the "Save as" dialogue window that appears, enter the required name and save the file.

01/31/2022 144 / 308



4. Now, you can open the file in a spreadsheet calculator such as Excel and edit it further if necessary.



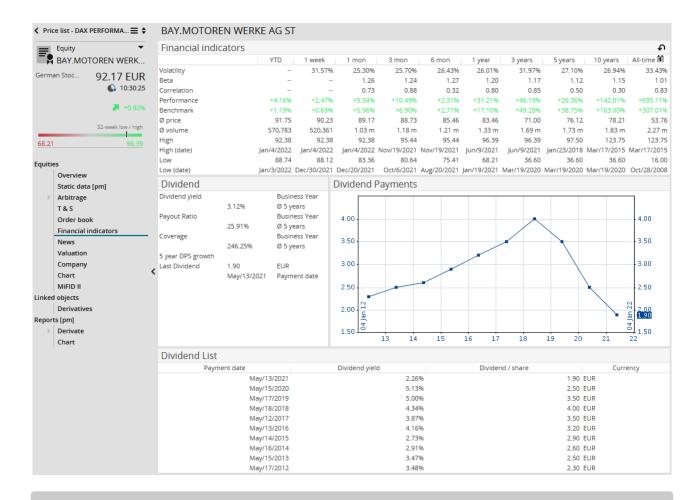
## 8.2.7 Financial indicators



This menu item opens an overview of the most important indicators (calculated by Infront). In addition to the actual security indicators, you also see information on dividend payments.

01/31/2022 145 / 308





#### See also:

- · List of financial indicators
- · Information on dividends

#### List of financial indicators



You can find the following financial indicators in the "Financial indicators" area:

- Volatility
- Beta
- Correlation
- Performance
- Performance of the benchmark (you can find the benchmark in the overview in the "Master data" area)
- · Average price
- · Average volume
- · High with corresponding date
- · Low with corresponding date

The financial indicators are calculated for the following periods:

- YTD ("Year To Date" period from the beginning of the year to the current date)
- 1 week
- 1 month

01/31/2022 146 / 308



- 3 months
- 6 months
- 1 year
- 3 years
- 5 years
- 10 yearsAll-time
- Using the integrated calendar, you can select a date to calculate the financial indicators for this interval.

Use the "Reset" icon to delete the date entry via calendar and restore the original display ("All-time" column).

#### Information on dividends



For dividends, you will find all important information for equities on the "Financial indicators" tab.

#### See also:

- · "Dividend" area
- "Dividend Payments" area
- "Dividend list" area

#### "Dividend" area

You can find the following key figures in the "Dividend indicators" area:

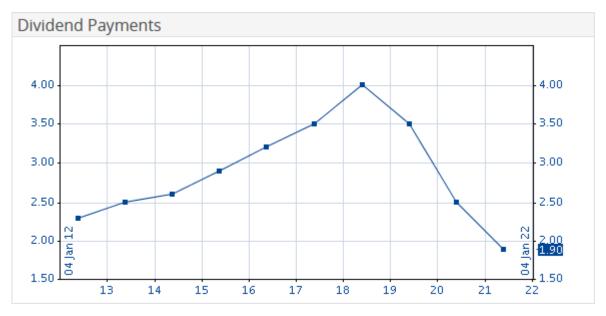
- · Dividend yield in the current fiscal year
- · Average dividend yield of the last 5 years
- · Dividend payout ratio in the current fiscal year
- Average payout ratio of the last 5 years
- · Dividend coverage in the current business year
- Average dividend cover of the last 5 years
- 5-year percentage growth dividend/share
- · Amount of the last dividend including the payment date

#### "Dividend Payments" area

In the "Dividend Payments" area, you can see a chart showing the development of dividend payments over the last 10 years.

01/31/2022 147 / 308





Any corporate actions that may have occurred are shown in the chart as in this example.

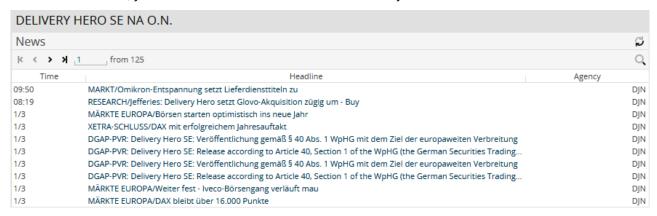
#### "Dividend list" area

In the "Dividend list" area, you can find the latest dividend payments in addition to the chart in table form. In addition to the dividend and the corresponding payment date, you can also see the corresponding dividend yields.

# 8.2.8 News in the securities portrait



With this menu item, you will find all news on the selected security.



The currently incoming news for this security appear at the top of the list with their headlines. If necessary, select the interesting news to read them.

If there are many news for the security, these are distributed over several pages. Use the familiar navigation elements to open the pages.



Use the "Search" icon to directly open the News search.

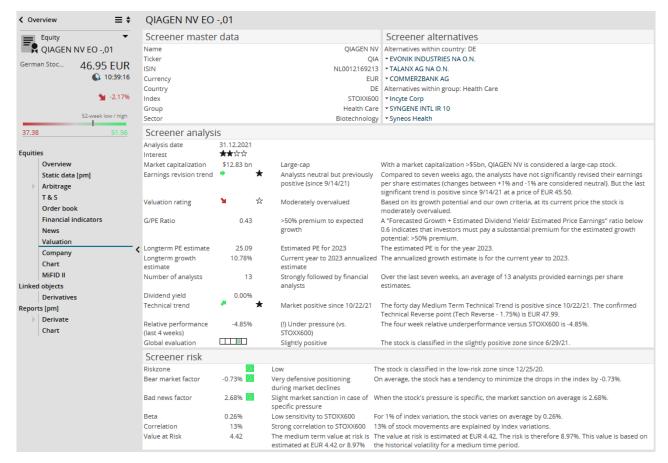
For more information about working with news, see News.

01/31/2022 148 / 308



# 8.2.9 Valuation (theScreener)





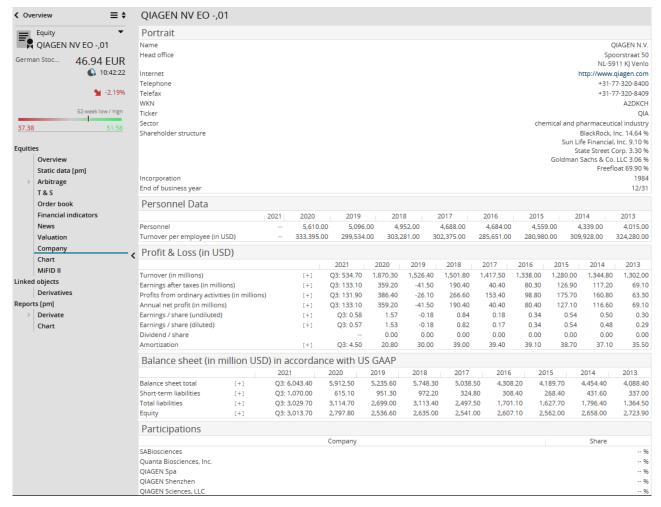
The "Valuation" menu item provides you with *theScreener*'s latest analysis data for over 6000 companies from 37 countries worldwide. This corresponds to a total market capitalisation of 95%. The statements include fundamental criteria, technical analyses and risk measurement and are updated twice a week.

# 8.2.10 Company



01/31/2022 149 / 308





You can view comprehensive company data on the most important shares, including almost all German **equities**, by using the "Company" menu item. The data provided by the renowned provider Convensys optimally support the analysis.

From a detailed portrait, personnel information, profit and loss statement or balance sheet, to shareholdings, management and supervisory board, you receive a detailed profile of the respective company.

## 8.2.11 Charts



With the "Chart" menu item, you open the Chart Center.

The Chart Center leaves nothing to be desired for the analysis of securities: Whether comparative values, indicators or corporate actions, use the charts in all common display formats for visualisation and analysis.

You will also find charts in many prominent places in Infront Advisory Solution, for example in portraits of securities or in the market overview. Not only experienced users use charts to assess the current situation at first glance.

01/31/2022 150 / 308





The following section briefly introduce the most important functions of the Chart Center.

#### See also:

- · Show comparison values
- Show benchmark
- · Select chart types
- · Select chart period
- · Show indicator
- Change currency displayed in chart
- · Intraday charts
- · Further setting options in charts
- Export chart time series

## Show comparison values



You can add up to 10 comparison values to the charts in the Chart Center. The chart display then automatically switches to the percentage display to be able to compare the development in the set period more easily.

To show comparative values, click the "Add comparative value" icon in the "Comparative values" area and then select the corresponding comparative value in the familiar security search.

If you would like to hide (but not permanently remove) the listed comparison values, you can clear them by using the corresponding checkboxes (and then reactivate them at any time).

01/31/2022 151 / 308



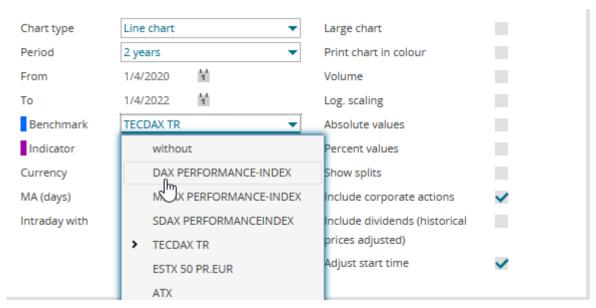
You can remove comparison values at any time by clicking on the respective "Remove comparison value" icon in the "Comparison values" area. Indices displayed in the "Benchmarks" drop-down list can be removed by selecting the "without" entry.



From the "Benchmark" drop-down list, you can also access the most important indices. For more information about working with benchmark, see Show benchmark.

#### Show benchmark





Wit the "Benchmark" drop-down list, you have the possibility to directly show the most important indices as benchmark in the chart. You can select from the following default indices:

- DAX
- MDAX
- SDAX
- TECDAX
- EURO STOXX 50
- ATX
- SMI
- DOW JONES INDUSTRIAL AVERAGE
- NASDAQ 100

To remove displayed benchmarks, select the "without" entry from the drop-down list. For more information about working with benchmarks, see Show comparison values.

# Select chart types

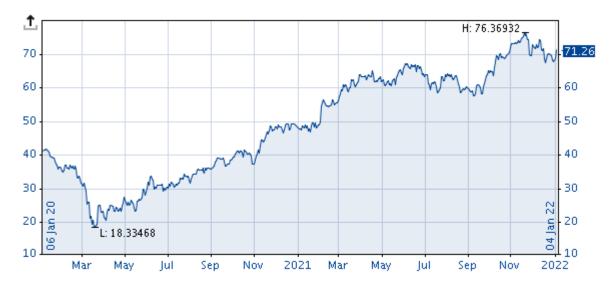


The Chart Center provides you with various chart types for displaying the price performance. Select the corresponding display from the "Chart type" drop-down list.

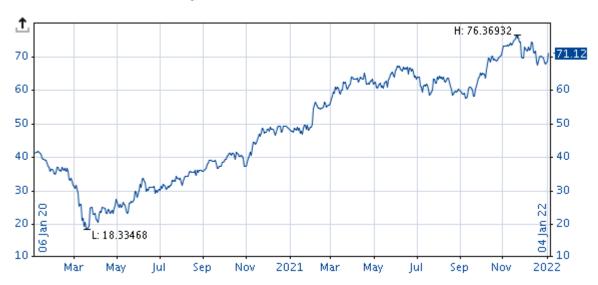
Area chart

01/31/2022 152 / 308





· Line chart (default setting)

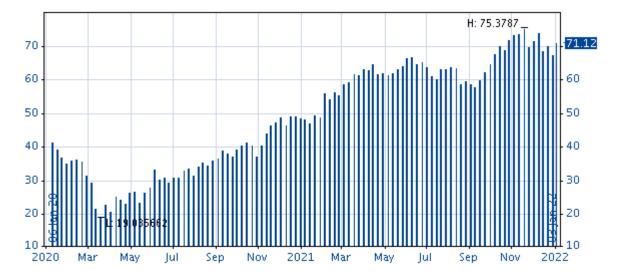


The line chart is the most common display form for price time series, and is usually set by default. The line for historical charts is continued every day, showing realised prices. Weekends and holidays are disregarded. For intraday charts, the available intraday rates are displayed accordingly.

· Bar chart

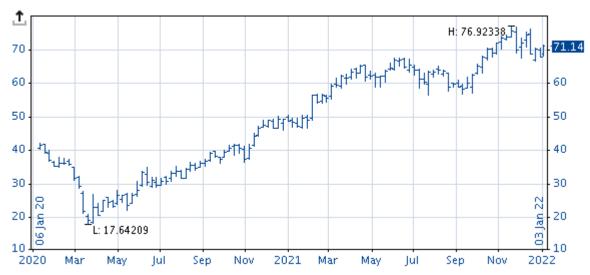
01/31/2022 153 / 308





Histograms are the most common display form for volumes, but it is also used for some indicators. Here a bar is drawn up to the price's level.



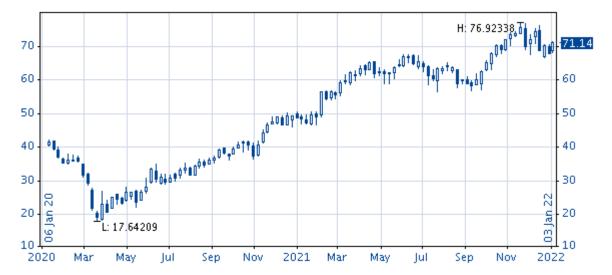


In Open/High/Low/Close charts (bar charts), the upper end of a vertical bar represents the highest price and the lower end shows the lowest price. The small horizontal line to the right is the closing price (Close), the left one corresponds to the opening price (Open).

· Candlesticks

01/31/2022 154 / 308





The candlestick charts are similar to the Open/High/Low/Close charts. Apart from the high, low, and close you can additionally see if the daily close is listed above or below the daily open. If the close is above the open, then the rectangle is shown in white (default setting); if it is below the open, then it is shown in blue.

If you have shown comparison values or benchmarks, these are always shown as line charts. For more information, see Show comparison values.

## Select chart period



Selecting the "Chart" menu item shows the 3-month chart by default. You can change this period in the "Period" drop-down list. The following drop-down lists are available:

- From-To
- · Year to date
- 1 day (intraday chart)
- 5 days (intraday chart)
- 1 month
- 3 months (default setting)
- · 6 months
- 1 year
- · 2 years
- 5 years
- 10 years
- Maximum

If you have selected the "From-To" entry, you can set any interval by using the calendar function of the "From" and "To" input fields.

For more information about the periods "1 day" and "5 days", see Intraday charts.

#### Show indicator



With the "Indicator" drop-down list, you can display the most popular technical indicators on the chart. You can select from the following indicators:

- Momentum
- Rate of Change

01/31/2022 155 / 308



- · Relative Strength
- MACD
- Slow Stochastic
- · Fast Stochastic
- Variable MA
- Bollinger Bands

To remove displayed indicators, select the "without" entry from the drop-down list.

Up to 3 moving averages (38, 100 and 200 day MA) can also be displayed by activating the corresponding checkboxes in the "MA (days)" area.



For more information about the most important technical indicators, see the online help of Infront Portfolio Manager.

## Change currency displayed in chart



You can display the chart in a different currency by using the "Currency" drop-down list. By default, you can select from the following currencies:

- Original
- EUR (Euro)
- USD (US Dollar)
- JPY (Japanese Yen)
- GBP (British pound sterling)
- CHF (Swiss Franc)

## Intraday charts



If you have selected "1 day" or "5 days" as the chart period, the chart is displayed as an intraday chart. In the intraday area, you can decide, for example, whether you want to display the bid or ask prices of the security as well.

Moving averages and other technical indicators are not useful for intraday charts. The display of splits or the inclusion of dividends and corporate actions are also disabled.

# Further setting options in charts



On the right below the chart, you can find various other setting options for your charts:

Function	Description
Maximise chart	Select this checkbox to enable charts.
Print chart in colour	Select this checkbox to print the chart in colour when printing to a colour printer or exporting to PDF.

01/31/2022 156 / 308



Function	Description
Volume	Select this checkbox to display the turnover. Turnover is shown in a separate chart below the price chart.   1
Logarithmic Scaling	Select this checkbox to switch from absolute to logarithmic display.  In the logarithmic display, the values on the left or right axis are always shown in the same percentage distance. This means that approx. 10 % price movement is always displayed with the same interval on the axis - irrespective of absolute values.
Absolute values and percentages	The y-axis can display absolute or relative values. If, for example, comparison values are shown, the display automatically switches to the percentage display.  Select the corresponding checkbox to switch the display manually.
Show splits	Select this checkbox to show any splits that may have occurred in the chart.  76  74  77  70  68  66  64  62  In this chart, you can see a split with the corresponding factor on Jule 17, 2015.
Include corporate actions	Selected by default.  Include or exclude the corporate actions (included by default).

01/31/2022 157 / 308



Function	Description
Include dividends	The checkbox is cleared by default.  Select this checkbox to show any splits that may have occurred in the chart. This adjusts historical prices.
Adjust start time	Select this check box to standardize the start time in the chart for comparison values with different start times.

## Export chart time series



You have the option to export the time series currently displayed in the Chart Center as an Excel or CSV file.

#### See also:

- Export chart time series to Excel file
- · Export chart time series to CSV file

Export chart time series to Excel file



To export the content of a widget to an Excel file:

1. If you point to the chart window, the "Export complete time series to file" icon is displayed on the left above the y-axis.



- 2. Click the "Export complete time series to file" icon.
- 3. From the icon menu, select EXPORT TO EXCEL FILE.
- 4. In the "Save as" dialogue window that appears, enter the required name and save the file.
- 5. Now, you can open the file in Microsoft Excel and edit it further.

Export chart time series to CSV file



To export a CSV file:

1. If you point to the chart window, the "Export complete time series to file" icon is displayed on the left above the y-axis.



2. Click the "Export complete time series to file" icon.

01/31/2022 158 / 308

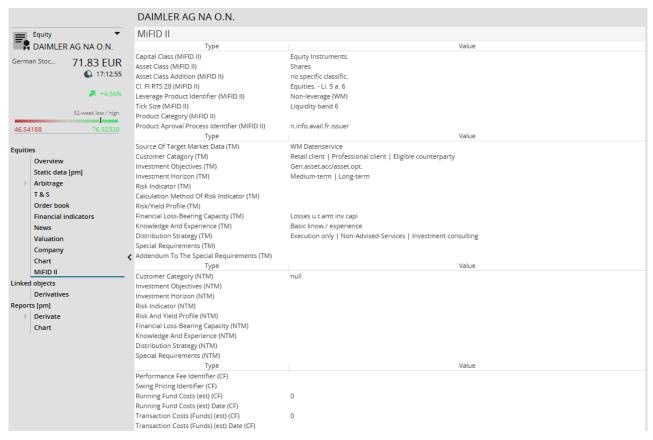


- 3. From the icon menu, select EXPORT TO CSV FILE.
- 4. In the "Save as" dialogue window that appears, enter the required name and save the file.
- 5. Now, you can open the Excel file in a spreadsheet calculator such as Microsoft Excel and edit it further.

# 8.2.12 "MiFID II" menu item in the security portrait



Select the menu item "MiFID II" in the security profile to see the most important MiFID II data on the security in compact form.



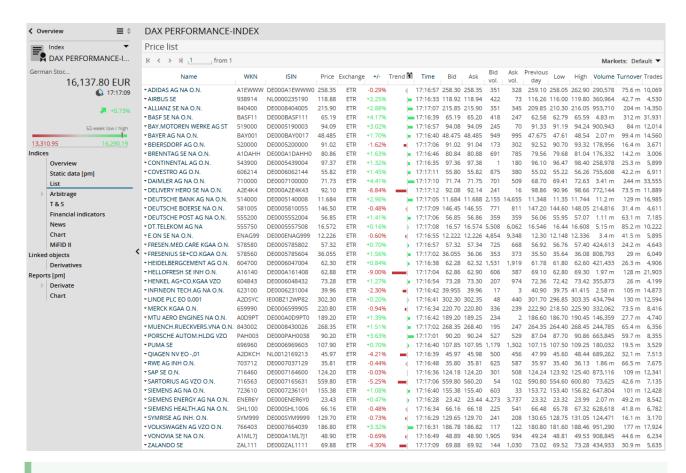
# 8.2.13 "List" menu item in the securities profile of indices



For securities of the "Index" type, you can open the index composition as a price list via the "List" menu item in the navigation pane of the securities portrait – for example, for the DAX the 30 individual securities from which the DAX is currently calculated.

01/31/2022 159 / 308





# $\odot$

#### Tips for the price list

- In the price list, you can see the prices of the index participants at the exchange selected for the index. You can change the location by using the "Markets" drop-down list.
- In the price list, the values of the "Name" column are linked. Click the security names to switch directly to the corresponding security profile.
- Click this icon text to each row in the index list to open the menu with the familiar commands (Chart Center, model portfolio, watchlist...) for the respective price quotation.
- By clicking the underlined column headers, you can sort the list by this column in ascending or descending order.
- The "Trend" column graphically shows the price change compared to the previous day's closing price. With the integrated calendar above the column header, you can select a different reference date.

# 8.2.14 "Warrant Calculator" menu item in the security profile of warrants



For warrants, you can start the Warrant Calculator directly in the navigation pane of the security portrait. For more information, see OS Calculator.

01/31/2022 160 / 308



# 8.2.15 "Yield Calculator" in the security portrait of indices



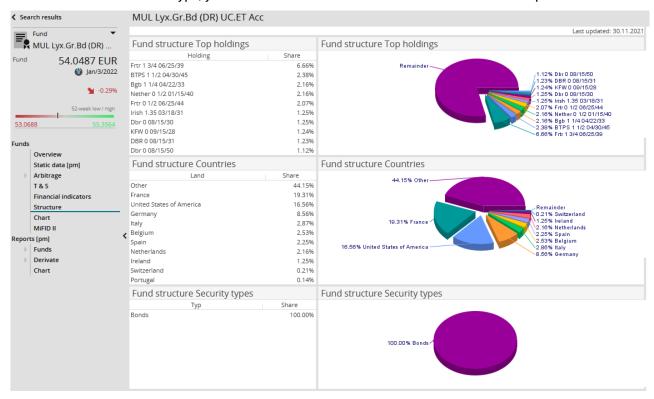
For bonds, you can start the Yield Calculator directly in the navigation pane of the security portrait.

For more information, see Yield Calculator.

# 8.2.16 "Structure" in the security portrait of funds



For securities of the "Fund" type, you will find the "Structure" menu item in the securities portrait.



Here, the fund is analysed in tabular form and as a diagram according to the following criteria:

- · Top Holdings
- Countries
- Security types
- Sectors
- Currencies

# 8.2.17 "Fund prospectuses" menu item in the security profile of funds



For securities of the "fund" type, you will find the available documentation for the fund in the navigation pane of the securities portrait via the "Fund prospectuses" menu item.

You can use the linked PDF documents to open or save, for example, the prospectus, the statement of accounts, the key investor information document or the semi-annual report.

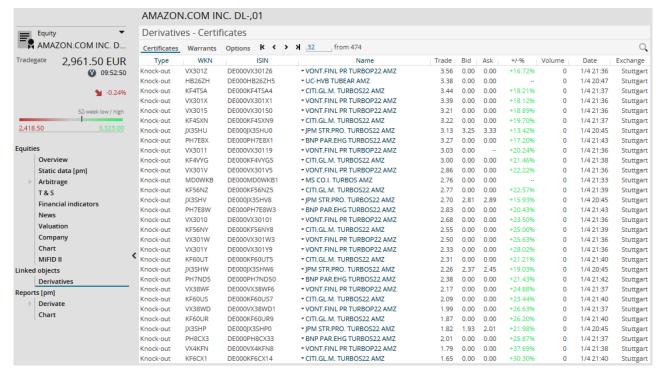
01/31/2022 161 / 308



#### 8.2.18 Derivatives



By using the "Linked objects" menu item, you can find certificates, warrants and, if activated, options associated with underlyings (equities, indices, foreign exchange).



By clicking on the respective button ("Certificates", "Warrants", "Options") you can switch to the corresponding securities of this type. By clicking the blue headings, you can sort in ascending or descending order.

By clicking the "Search" icon, you can directly access the search in which the corresponding parameters are already set. In the example above, you see the certificate search with the underlying amazon.com.

Click the security name ("Name" column) opens the derivative profile.

## 8.2.19 Analyses from Infront Portfolio Manager

The menu items in this area of the navigation pane in securities portraits open the analyses configured for the securities in Infront Portfolio Manager. Infront Advisory Solution provides you with both Tables and Chart analyses.

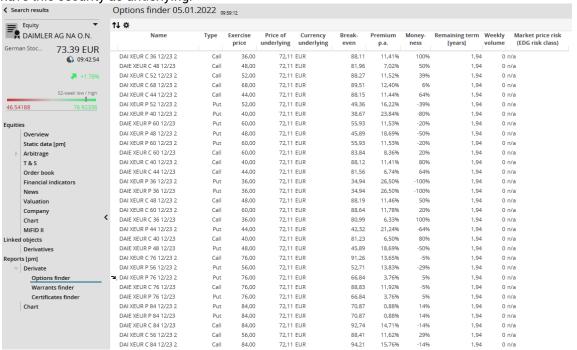


01/31/2022 162 / 308



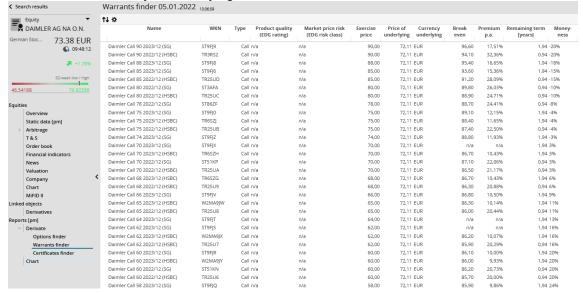
## Examples for analyses

 "Options" finder
 The "Options" finder searches for the currently selected security in the database for options that have this security as underlying.



· "Warrants" finder

The "Warrants" finder searches for warrants in the database for the currently selected security, which have this security as underlying.



01/31/2022 163 / 308



"Certificates" finder
 The "Certificates" finder searches for the currently selected security in the database for certificates that have this security as underlying.





:You can find out how to set the parameters of a chart from theInfront Portfolio Manager in Chart analyses.

Securities analyses from the Infront Portfolio Manager are also available to you if the "Market Manager Financials Web" product is not activated.

The specific analyses available in Infront Advisory Solution depend on the configuration of the workspace profile (web) of the corresponding user.

## 8.3 Favourites



If you activated the "Market Manager Financials Web" product, you can save your preferred securities and pages as favourites. You can open these at any time by clicking the "Favourites" icon in the header of Infront Advisory Solution.

01/31/2022 164 / 308



#### See also:

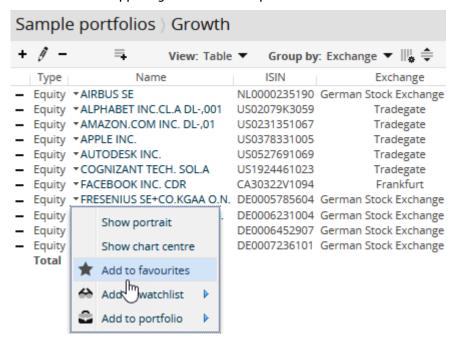
- · Add securities to favourites
- Add pages to favourites
- · Open favourites
- · Rename favourites
- Change the order of the favourites
- · Delete favourites

## 8.3.1 Add securities to favourites



To add a security to the favourites, select the ADD TO FAVORITES command in front of a security in the menu of this icon, for example in search results, watchlists or model portfolios

You can also add the security to your favourites in the profile of an open security profile by clicking on the arrow icon in the upper right corner of the profile.



## 8.3.2 Add pages to favourites



To add a page to the favourites, click the "To Favorites" icon in the open page.



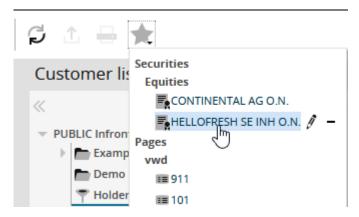
01/31/2022 165 / 308



# 8.3.3 Open favourites



You can find your favourite securities and pages at any time by clicking the "Favourites" icon in the header of Infront Advisory Solution. The icon opens a menu with the securities and pages specified as favourites.



The securities are classified by security type. You can move the entries within the menu. For more information, see Change order of favourites.

Clicking the relevant security in the menu opens the security portrait.

Clicking the page in the menu opens the respective page.

### 8.3.4 Rename favourites



You can rename the menu items of your favourite securities and pages. To do this, follow these steps:

- 1. Click the "Favourites" icon in the header of Infront Advisory Solution.
- 2. In the widget menu, click the "Edit" icon of the menu entry you want to edit.



3. Enter the new name in the "New name" input field in the "Rename element" dialogue window which opens and confirm the entry with "OK"



The menu item is updated.

01/31/2022 166 / 308



# 8.3.5 Change the order of the favourites



You can change the order of the menu items. To do this, follow these steps:

- 1. Click the "Favourites" icon in the header of Infront Advisory Solution.
- 2. Click the entry you want to move while holding the left mouse button.
- 3. Drag the menu item to the position in the list and only then release the mouse button. The menu is updated.

## 8.3.6 Delete favourites



You can also delete the created favourites. To do this, follow these steps:

- 1. Click the "Favourites" icon in the header of Infront Advisory Solution.
- 2. In the widget menu, click the "Delete" icon of the menu entry you want to edit. AS\_favourites\_delete\_EN.png
- 3. Confirm the prompt with "Yes". This deletes the menu entry.

01/31/2022 167 / 308



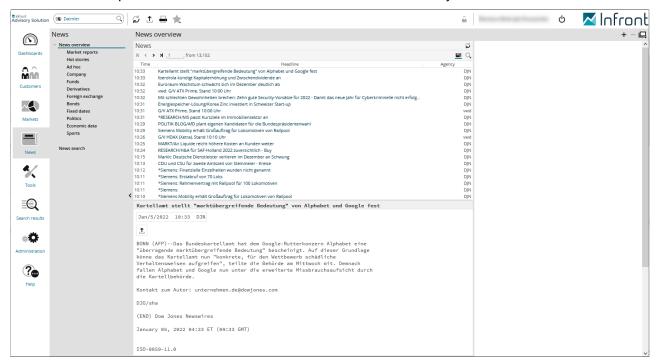
## 9 News





This chapter contains the most important details of the news in Infront Advisory Solution.

Click this icon to open the "News" window. The news overview is shown by default.



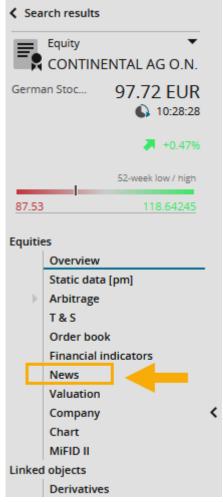
Your Infront Advisory Solution (with activated "Market Manager Financials Web") always provides you with the latest news. This important information can be found in many different places:

· As described here directly via the area menu.

01/31/2022 168 / 308



• If you have opened a security, you also have a "News" menu item in the navigation pane of the profile. Here, the news are then already filtered according to the currently selected security.



- The overview page of the profile also has a "News" window with the latest news on the security by default.
  - AS\_news\_widget\_254\_EN.png
- The start pages of the individual security types in the "Markets" area ("Equities", "Funds", "Bonds"...) contain a window with news for the corresponding security type.
- On your Dashboards, you can display the news by using the "News" market data widget.

#### See also:

- News overview
- News search

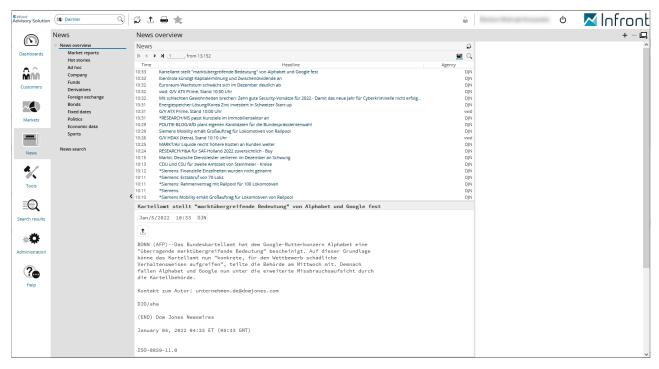
## 9.1 News overview



The news overview is shown by default. It is dividend in different categories and offers and overview of the current news. The comprehensive "All" category is set by default. Click another tab to switch to a different category.

01/31/2022 169 / 308





The currently incoming news appear at the top of the list with their headlines. To the right of the "Agency" headline, you see the corresponding news agency.



By default, 20 news items (that is, 20 headlines) are displayed on one overview page. Use the icons to go to the "First page", "Previous page", "Next page" or "Last page" and thus go through the news page by page. To go to a certain page directly, you can also enter the relevant page in the input field on the right and confirm with the <RETURN> key.

In the lower area of the news overview, you see the full text of the selected news headline.

You can print the full news text by using the print function in the header. Or you can export the full news text as PDF by using the icon on the right.

The following section documents further functions of the news overview.

#### See also:

- · Elements of the news overview
- · Associated instruments in the news overview

# 9.1.1 Elements of the news overview



You can find the following functions and elements in the news overview:

01/31/2022 170 / 308



Element	Description
Categories	You can switch to the following categories via the tabs of the news overview:  • All (default setting)  • Market reports  • Hot stories  • Ad hoc  • Company  • Funds  • Derivatives  • Foreign exchange  • Bonds  • Appointments  • Politics  • Economic data  • Sports
k	Goes to the first page with the most recent news.
<	Goes to the previous page.
1 from 13,150	Page number of the news overview page.  You can also enter a page number and press <return> to return to this page.</return>
>	Goes to the next page.
K	Goes to the last page.
Turned on Turned off	Toggles the automatic update of the news overview on and off.
Q	Click the "Search" icon to switch to News search.
"Time" column	Time of incoming news. The most recent news are shown at the top.
"News" column	Headline of the news item.  Click a headline to show the news text below the headline.

01/31/2022 171 / 308

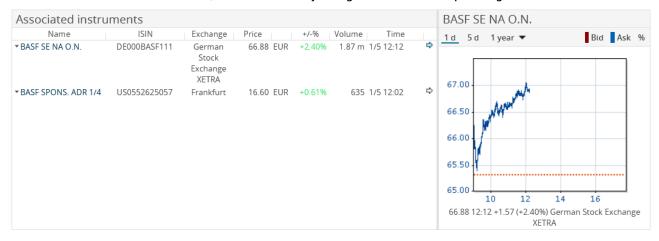


Element	Description
<u>†</u>	Wit the icon in the full news text, you can export the news item to a PDF file.
	The global print function and the global PDF export function are available in the header.
Assigned securities	If securities are assigned to the currently selected news article, they are listed in a table and as a chart below the news text.
	By using the linked security names, you open the respective security profile. By clicking the chart, you switch directly to the chart centre of this security.
	For more information, see Assigned securities in the news overview.

# 9.1.2 Associated instruments in the news overview



If news concern certain securities, these are usually assigned to the corresponding news items.



If securities are assigned to the message currently selected in the news overview, they are listed in a table below the news text. In detail, the table contains the following functions in addition to the most important master and price data:

Column	Description
•	This icon opens the menu with the following menu items:  • Show security profile  • Show chart centre  • Add to favourites  • To watchlist  • To portfolio

01/31/2022 172 / 308



Column	Description
"Name" column	The name of the security. Clicking the linked security names opens the corresponding security profile.
⇔	Displays the chart shown on the right for this security.  The security currently displayed in the chart is indicated by the blue colour of the icon.

#### See also:

· Charts of the assigned securities in the news overview

# Charts of the assigned securities in the news overview



The chart of a security assigned to the news item contains the following elements:

Element	Description
Window title	In the title, you see the name of the currently selected assigned security.

01/31/2022 173 / 308



Element	Description
1 D	Click this button to display a 1-day chart (intraday).  The horizontal line in the chart window of intraday charts indicates the previous day's closing price.
5 D	Click this button to display a 5-day chart (intraday).
"Period" drop-down list	From this drop-down list, select the period to be displayed for historical charts:  1 year  1 month 3 months 6 months 1 year 2 years 3 years 5 years 10 years YTD Total  In historical charts, the corresponding moving average is plotted.
Bid	Displays the bid price in intraday charts.
Ask	Displays the ask price in intraday charts.
В	Displays a benchmark in historical charts.
С	Enabled by default (indicated by the frame of the button).  Includes or excludes the corporate actions in historical charts (included by default).
D	The checkbox is cleared by default.  Includes any dividends in historical charts in the chart. This adjusts historical prices.

01/31/2022 174 / 308

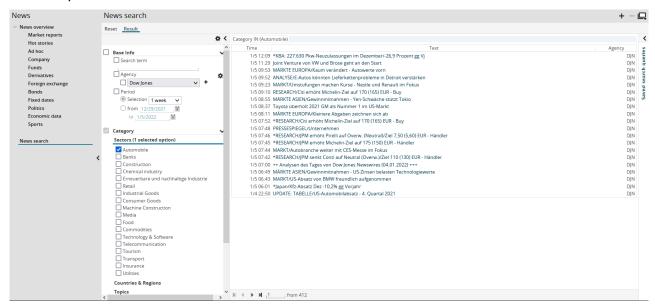


Element	Description
%	Switches to the relative display. Restores the original scaling.
Chart window	In the chart window, the price is displayed as a line. Below, you can see the current price with time, absolute and percentage change as well as the trading venue.
	Clicking the chart window opens the Chart Center for this security, where you have many more options for technical analysis.

#### 9.2 News search



In the area, select the navigation pane of the "News" area, select the "News search" menu entry to create a more complex news filter.



#### See also:

- · Settings of news search
- · Save search queries for news

# 9.2.1 Settings of news search



In the "Basic info" section, you can first enter a "Search term" and then narrow down the search by selecting the "Agency" and "Period". Use the parameters below the "Category" checkbox to narrow down the search further, for example, by "Company", "Section" or "Countries & regions".

01/31/2022 175 / 308



Enter search terms, agencies or linked securities here as basic information for the news search. For a targeted search, you can also set the time period of the news item to be displayed. Use the parameters below the "Category" checkbox to narrow down the search further, for example, by "Company", "Sector" or "Countries & regions".

The news search is comparable to an "Advanced search". For more information about the general configuration of search queries, see Search parameters.

#### See also:

- "Basic Info" area in the search parameters of the news search
- "Category" area in the search parameters of the news search
- Search result of the news search

## "Basic Info" area in the search parameters of the news search



You define the basic criteria in the "Basic info" area of the news search. To do this, select the checkboxes of the corresponding criteria and specifying your search criteria:

Parameter	Description
Search term	Enter your search term:  The news search is an implicit AND linked search To combine search terms with OR, enter the "OR" operator between two search terms. Search terms are not case sensitive.
	Example  Enter "Apple or Dow Jones"  This entry finds all news containing the word "Apple" or the word "Dow Jones".  If you want to search for a combined search term, you can also just put the search term in simple quotation marks, for example, 'Dow Jones'.
Agency	Select the relevant news agencies.
Period	Select the search period by using the calendar function.  The following periods are available from the drop-down list:  1 week 1 month 3 months 6 months 1 year

01/31/2022 176 / 308



Parameter	Description
Security	You can also use this parameter to search for news about a specific security:
	Clicking the "Selection" button opens the "Selection" dialogue window.
	2. Enter the name, WKN or ISIN of the security in the input field and start the search by pressing the <return> key or by clicking the "Search" icon (magnifying glass).</return>
	3. By using the drop-down list to the right, you can limit the search to certain types of securities. By default, the search includes all security types ("All"). The number of securities found for a type is shown in brackets.
	4. Select the the corresponding security in the list and confirm with "OK".
	5. The security is used as a search parameter.
	This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.

# "Category" area in the search parameters of the news search



In the "Category" area of the news search, you define the specific categories of the news search. To do this, click the relevant category and select the corresponding checkboxes.

You find the following categories:

- Sectors
- · Countries & regions
- Topics
- Commodities
- Notifications
- Flashes
- · English News Service

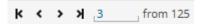
#### Search result of the news search



When entering search parameters, the system immediately searches for the appropriate news. The search result of the news search returns the hits in the usual list with the "Time" Text" and "Agency" columns.

At the top of the search results, you can see the filter criteria of the search.

Select the news item you are looking for by clicking on the corresponding headline. The news text appears at the bottom of the search results.



If there are more than 20 search results, then the search results are spread across multiple pages. Use the familiar navigation elements to open the pages in the search results below.

01/31/2022 177 / 308



# 9.2.2 Save search queries for news

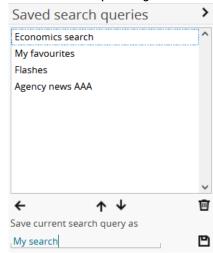


You can save the settings made for the search parameters of the news search. Once you have configured your search parameters, proceed as follows to save this configuration:

1. If necessary, expand the "Saved search queries" area on the right side of the analysis area.



2. Enter the corresponding name in the "Save current search query as" input field.



4. Belect the "Save" icon to the right.

The search query saved in this way appears in the list of saved search queries and is available from then on.

Use the middle arrow icons to move the highlighted entry up and down, and the left arrow to fill the news search with the currently selected settings.

You can delete the search query currently selected in the list by clicking the "Delete" icon (recycle bin).

01/31/2022 178 / 308



## 10 Tools



In the "Tools" area, you will find helpful tools if Market Manager Financials Web is activated, which you can open by clicking on the menu items in the navigation pane in the analysis area.



The availability of individual tools depends on activated product licences.

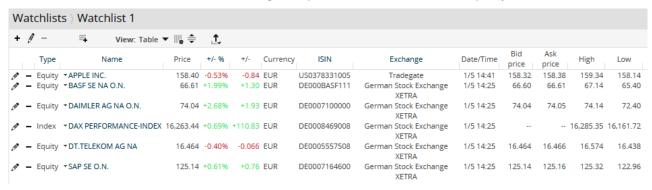
- Watchlists
- Sample portfolios
- Currency converter
- Investment Calculator
- OS Calculator
- Yield Calculator
- · Advanced search

### 10.1 Watchlists



Use watchlists to follow your favourite securities. In addition to the table display, see also the cart gallery for the positions.

Select the "Watchlist" menu item in the navigation pane of the "Tools" area to open your watchlists.



#### See also:

- Create watchlist
- · Work with watchlists
- · Add securities to watchlist
- · Change the trading venue of a security in the watchlist
- · Remove security from watchlist
- · Enter comments on securities in watchlists
- · Watchlist views

01/31/2022 179 / 308

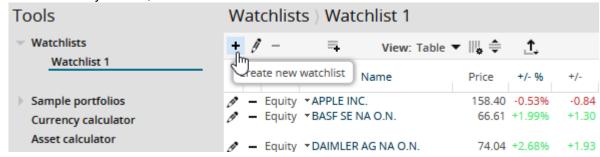


## 10.1.1 Create watchlist

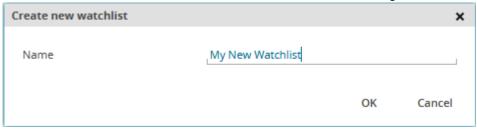


To create a watchlist:

- 1. Select the "Watchlist" menu item in the navigation pane of the "Tools" area.
- 2. 🛨 In the analysis area, click the "Create new watchlist" icon.



3. Enter a name for the watchlist in the "Create new watch list" dialogue window that appears.



4. Confirm your entries with "OK".

This creates the watchlist with the name you specified. Now you can add securities.

You can create a maximum of 20 watchlists with 100 individual positions each.

## 10.1.2 Work with watchlists



The following functions are available on the toolbar:

Function	Icon	Description
Watchlist	•	In the top left, you see the name of the currently selected watchlist. If you have created several watchlists, you can switch between the individual watchlists by using the drop-down list.
Create new watchlist	+	Creates a new watchlist.  For more information, see Create watchlist.

01/31/2022 180 / 308



Function	Icon	Description
Rename current watchlist	Ø	Allows you to rename the currently open watchlist. In the "Rename document type" dialogue window that appears, enter the name for the new document type and confirm with "OK".
Delete current watchlist	-	Deletes the currently open watchlist. Confirm the security prompt deletes the watchlist.
Add position to watchlist	Ē.	Allows you to add a security to the watchlist by using the security search.  For more information, see Add securities to watchlist.
View	•	You can switch between the default table view and the view of positions as individual charts. Select the required entry in the "View" drop-down list.  • Table • Charts See also Watchlist views.
Configure columns		Allows you to select and rearrange the columns of the watchlist.  In the "Column configuration" dialogue window that appears, the "Available columns" section shows the columns that you can select, the "Selected columns" section. To select the columns of your watchlist, use the arrow icons on the right side of the dialogue window. Specify the column order by using the arrow icons on the right of the dialogue window.
		Available columns  +/- trend WKN Open Volume last price Bid volume Issue price Redemption price Max. loss 6M Vola. 1Y Vola. 3Y Perf. YTD Perf. 1M  Selected columns  Type Name Price +/- %  Currency ISIN Exchange Date/Time Bid price Ask price High Low   y  Low  Vala. 14  Low  Low  Selected columns  Type  Active  Date/Time  Date/Time Bid price Ask price High Low  Vala. 14  Low
		Reset OK Cancel
		To restore the default state, click the "Restore" button. To cancel the configuration, click the "Cancel" button.  To confirm the configuration, click "OK".

01/31/2022 181 / 308



Function	Icon	Description
Multiline comments	•	Shows long texts in the "Comments" column over several lines.  By clicking the (now changed) icon again, you reset the display.  For more information about the comments, see Enter comments on securities in watchlists.
Export table	1.	Exports the current watchlist. Click the icon to open the drop-down list and select the corresponding file format.  • Export as CSV file  • Export as Excel file



### Further tips for working with watchlists

This icon opens the familiar menu for the respective quotation in the watchlist with the following entries:

- · Show security profile
- · Show chart centre
- Add to favourites
- · Add to watchlist
- Add to portfolio

By clicking the underlined column headers, you can sort the watchlist by this column in ascending or descending order. You can recognise the currently valid column sort order by the symbol next to the column header.

## 10.1.3 Add securities to watchlist



You can add securities to a watchlist in various ways. To do this, follow these steps:

- 1. Click the "Add position to watchlist" icon in an open watchlist.
- 2. Then select the security to be included in the search that appears.

The position is added to the watchlist.



In order to add a security to a watchlist, you can also select the command TO WATCHLIST in price lists or search results in the menu of this icon in front of a security and then (if there are several watchlists) the corresponding watchlist.

# 10.1.4 Change the trading venue of a security in the watchlist

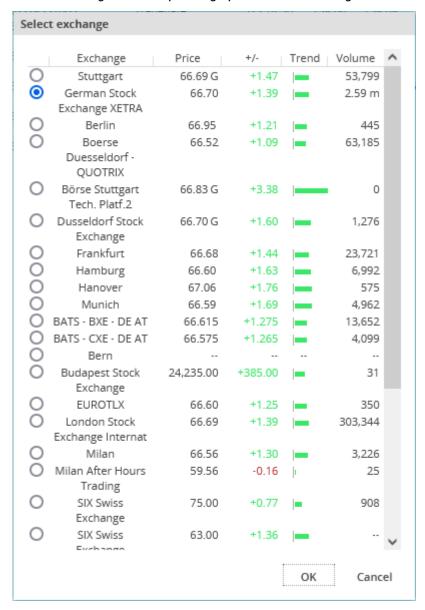


For the securities in a watchlist, you can select other available trading venues. To do this, follow these steps:

01/31/2022 182 / 308



- 1. Open the corresponding watchlist.
- 2. Then click the "Change trading venue" icon in the watchlist on the left in the row with the security you want to change.
- 3. In the "Select trading venue" dialogue window that appears, you can then select the venue by selecting the corresponding option and confirming with "OK".



The security is then listed in the watchlist with this quotation.

## 10.1.5 Remove security from watchlist



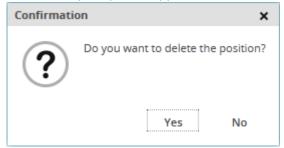
You can also remove securities from a watchlist. To do this, follow these steps:

- 1. Open the corresponding watchlist.
- 2. Then click the "Remove position from watchlist" icon in the row with the entry you want to delete.

01/31/2022 183 / 308



3. Confirm the prompt that appears with "Yes".



This deletes the security from the watchlist.

## 10.1.6 Enter comments on securities in watchlists



You can add comments to the individual securities positions in your watchlists. To do this, click the "Comment" icon in the "Comment" column in the corresponding row, enter the comment text in the "Comment" dialogue window that appears and confirm the entry with "OK".

You can change these remarks at any time using the "Edit comment" icon that appears for existing remarks.

Function	Icon	Description
Add comment	+	Click this icon to the right of the position to add a comment to the corresponding security to the watchlist.
Edit comment	Î	Click this icon to edit an existing comment.



By using the "Multiline comments" icon, you can distribute longer texts in the "Comment" column across several lines.



By clicking the (now changed) icon again, you reset the display.

## 10.1.7 Watchlist views



By default, watchlists open in table view. You can also select the "Charts" entry from the "View" drop-down list to switch to this display.

### See also:

- · "Table" view
- · "Chart" view

01/31/2022 184 / 308



### "Table" view



In the "Table" view, you see the securities in the classic list form:



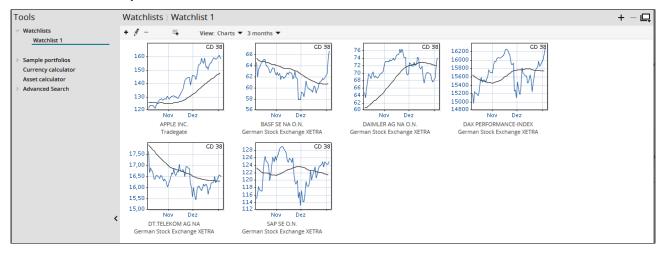


With the "Configure columns" icon, you can show or hide columns.

### "Chart" view



In the "Charts" view, you can see individual charts of the securities in the watchlist:



By clicking on a chart in this view, you can switch directly to the chart center of the securities portrait.

You can use the drop-down list in the watchlist toolbar to select the period of the chart that is displayed:

- 1 month
- · 3 months
- 6 months
- 1 year
- 2 years
- 3 years
- 5 years
- 10 years
- Total

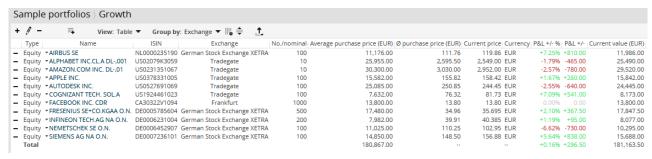
## 10.2 Sample portfolios



01/31/2022 185 / 308



In your (virtual) virtual sample portfolio, you manage your securities positions.



A

You can create a maximum of 20 model portfolios with 100 individual positions each.

#### See also:

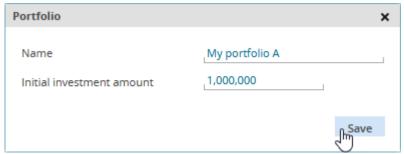
- · Create sample portfolio
- Work with model portfolios
- · Transactions in sample portfolios
- Views of sample portfolios
- Enter comments about portfolio positions

# 10.2.1 Create sample portfolio



To create a sample portfolio:

- 1. Select the "Sample portfolio" menu item in the navigation pane of the "Tools" area.
- 2. **t** Click the "Create new portfolio" icon there.
- 3. In the dialogue window that appears, enter a name for the sample portfolio and an initial investment amount.



4. Then click the "Save" button.

The sample portfolio is created with the entered name.

# 10.2.2 Work with model portfolios



The following elements and functions are available in sample portfolios:

01/31/2022 186 / 308



Function	Icon	Description
Portfolio	•	On the top left, you see the name of the currently selected sample portfolio. If you have created several sample portfolios, you can switch between the individual sample portfolios by using the drop-down list.
Create new portfolio	+	Creates a new sample portfolio.  For more information, see Create sample portfolio.
Edit current portfolio	9	Allows you to rename the currently open sample portfolio or change the amount of available liquidity. In the dialogue window that appears, you can enter the new name in the "Name" field and a different amount in the "Cash" field. Confirm with "Save".
		Name My portfolio A Initial investment amount 1,000,000
Delete current portfolio	-	Deletes the currently selected sample portfolio. To delete the sample portfolio, confirm the prompt.
Add order to portfolio	=	Allows you to add an buy order to the sample portfolio.  For more information, see Buy security for sample portfolio.
View		Allows you to switch between the default table view and further views. Select the required entry in the "View" drop-down list.  • Table • Charts • Transactions • Visualisation See also Views of sample portfolios.

01/31/2022 187 / 308



Function	Icon	Description
Group by		Select whether the display should be grouped by "Security" or "Trading venue".
		In the table grouped by "Trading venue", tranches of a security purchased at different places are listed as separate items, if applicable:
		Sample portfolios   Growth
Configure columns	o	Select and re-arrange the columns of the sample portfolios.
		In the "Column configuration" dialogue window that appears, the "Available columns" section shows the columns that you can select, the "Selected columns" section. To select the columns of your sample portfolio, use the arrow icons on the right side of the dialogue window. Specify the column order by using the arrow icons on the right of the dialogue window.
		Column configuration X
		Available columns  P&L +/- trend +/- % +/- trend  WKN Open Previous day Volume Date / time Annual low Annual high  Selected columns  Type Name ISIN Exchange No./nominal Average purchase price (EUR) Average purchase price Current price Current price Current price Currency P&L +/- % P&L +/- %
		Volume last price Ask price  Current value (EUR)  Comment  ✓
		Reset OK Cancel
		To restore the default state, click the "Restore" button. To cancel the configuration, click "Cancel". To confirm the configuration, click "OK".
Multiline comments	<b>\$</b>	Shows long texts in the "Comments" column over several lines.  By clicking the (now changed) icon again, you reset the display.
		For more information about the comments, see Enter comments about portfolio positions.

01/31/2022 188 / 308



Function	Icon	Description
Export table		Exports the current sample portfolio. Click the icon to open the drop-down list and select the corresponding file format.  • Export as CSV file • Export as Excel file
Information in the footer		In the footer of the table, you find the following information on the sample portfolio:  • Deposits (sum of all contributions)  • Cash (current position)  • Realised profits

# 10.2.3 Transactions in sample portfolios



As in real portfolios, you can also buy and sell securities in sample portfolios.

To view the transactions of a sample portfolio, switch to the "Transactions" view via the "View" drop-down list. There, you can also edit or delete recorded orders.

#### See also:

- Buy securities for model portfolio
- · Sell securities from model portfolio
- Edit transaction
- · Delete transaction

## Buy securities for model portfolio



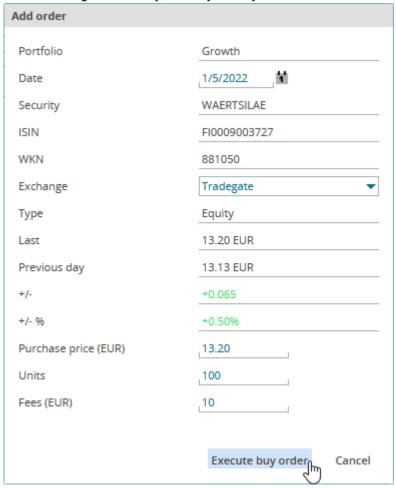
Securities that you add to a sample portfolio are "bought". Thus, a virtual buy order is therefore recorded. You can add to securities in various ways.

- 1. Always open model portfolio, click the "Add order to portfolio" icon.
- 2. In the search that appears, select the security you want to buy.

01/31/2022 189 / 308



3. After selecting the security, define your buy order in the "Add Order" dialogue window that appears.



Here, you define the following order data:

Field	Description
Date	Enter the buy date here or select the corresponding date by using the calendar function.  The current date is set by default.
Exchange	Select the trading venue type from the drop-down list.
Purchase price	Enter the buy price time period in the currency specified. The currency is automatically adjusted to the selected location of the quote.
Unit	Enter the quantity you want to buy.

01/31/2022 190 / 308



Field	Description
Fees	Enter the fees in the currency specified.  If you defined corresponding settings for the fees of the orders in the "Administration" area, these will be automatically displayed. which you can overwrite.  For more information, see Settings.

The position is added to the model portfolio.

4. Finally, click the "Execute buy order" button.



To buy a security, you can also select the TO PORTFOLIO in the menu of this icon of a security and then (in case of several model portfolios) the corresponding portfolio. This opens the "Add order" dialogue window described above.

## Sell securities from model portfolio



To sell securities in your model portfolio:

1. In the model portfolio, select the "Execute sell order" icon in the row with the security you want to sell



2. In the "Add order" dialogue window that appears, define your sell order.

The fields in the dialogue window correspond to those for buy orders. For more information, see Buy securities for model portfolio.

In the "Quantity" field (or "Nominal value") field, you can enter a maximum of the available stock, partial sales are possible.

3. Finally, click the "Execute sell order" button.

The position is removed or updated in the model portfolio.

### Edit transaction



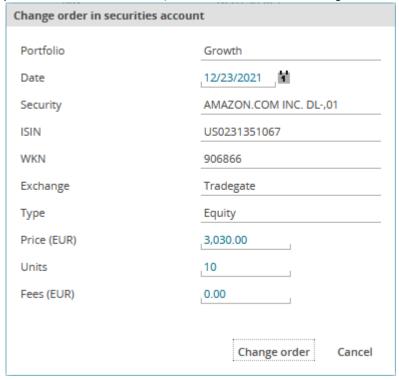
You can edit recorded transactions at any time. To do this, follow these steps:

- 1. Open the corresponding model portfolio.
- 2. Select the "Transactions" view from the corresponding "Chart type" drop-down list.
- 3. Then click the "Edit order" icon in the transaction list on the left in the row with the order you want to edit.

01/31/2022 191 / 308



4. In the "Change order in securities account" dialogue window, you can then change the data (date, price, number of units, fees) and confirm with the "Change order" button.



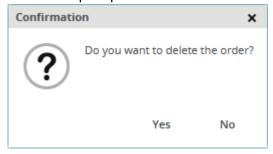
The transaction and the resulting values in the sample portfolio are updated accordingly.

### Delete transaction



You can delete recorded securities. To do this, follow these steps:

- 1. Open the corresponding model portfolio.
- 2. Select the "Transactions" view from the corresponding "Chart type" drop-down list.
- 3. Then click the "Delete order" icon in the transaction list in the row with the order you want to delete.
- 4. Confirm the prompt with "Yes".



The transaction is deleted and the resulting values in the sample portfolio are updated accordingly.

01/31/2022 192 / 308



## 10.2.4 Views of sample portfolios



By default, sample portfolios open in table view. You can select a different view from the "View" drop-down list. Below, you see some examples.

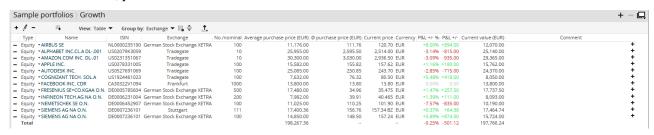
#### See also:

- · Table view in sample portfolios
- · "Charts" view in model portfolios
- · "Transactions" view
- · "Visualisation" view

## Table view in sample portfolios



In the "Table" view, you see the securities in the classic list form:





With the "Configure columns" icon, you can show or hide columns.

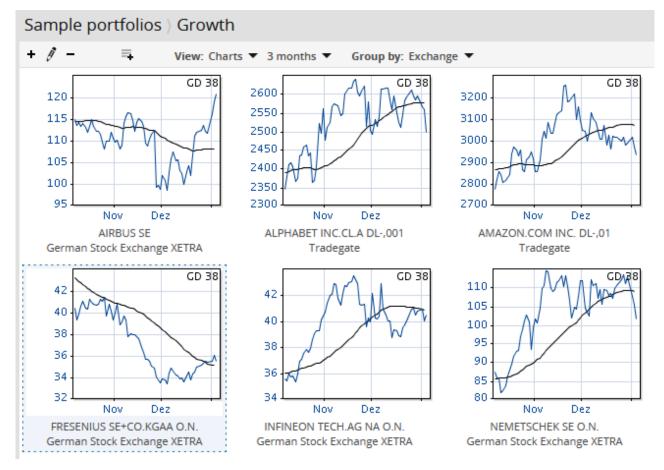
## "Charts" view in model portfolios



In the "Charts" view, you can see individual charts of the securities in the sample portfolio:

01/31/2022 193 / 308





By clicking on a chart in this view, you can switch directly to the chart center of the securities portrait.

You can use the drop-down list in the toolbar of the sample portfolio to select the period of the chart that is displayed:

- 1 month
- · 3 months
- 6 months
- 1 year
- 2 years
- 3 years
- 5 years10 years
- Total

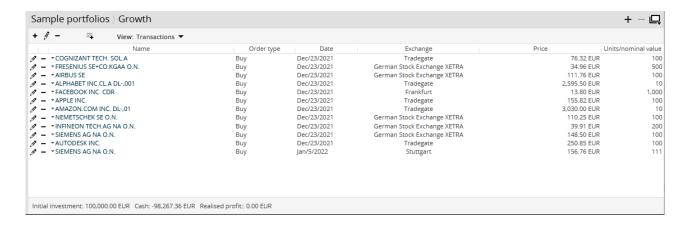
### "Transactions" view



In the "Transactions" view, you can see the transaction list of the sample portfolio:

01/31/2022 194 / 308





## "Visualisation" view

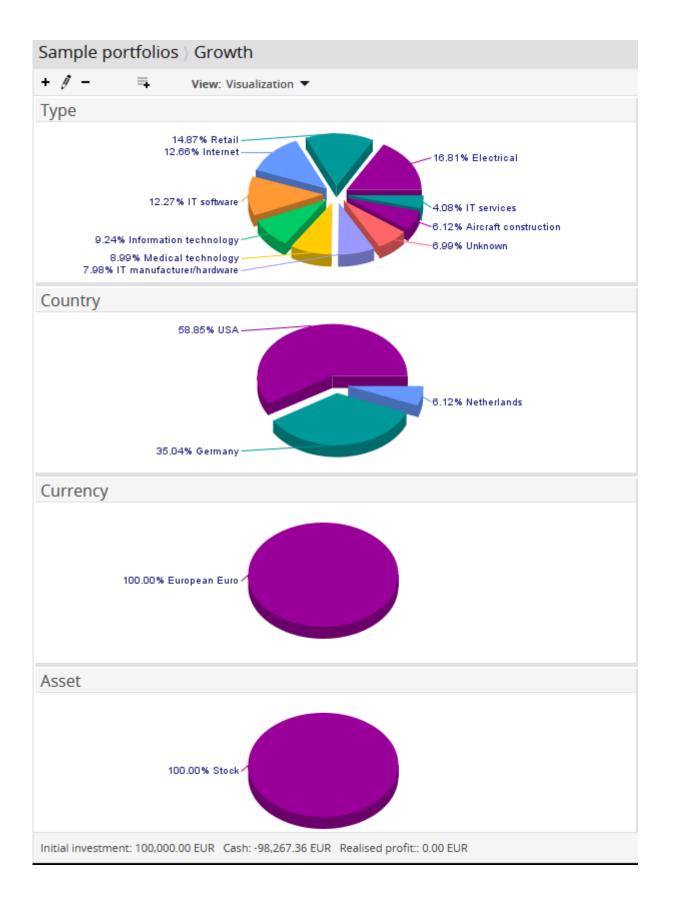


In the "Visualisation" view, you can find pie charts of the distribution of the model portfolio according to the following aspects:

- · Type (sector)
- Country
- Currency
- Asset

01/31/2022 195 / 308





01/31/2022 196 / 308



## 10.2.5 Enter comments about portfolio positions

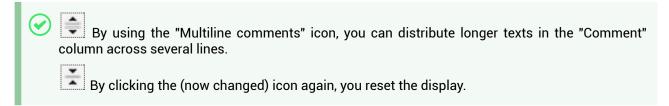




You can save comments on the individual securities positions in your sample portfolios (in the "Table" view). To do this, click the "Comment" icon in the "Comment" column in the corresponding row, enter the comment text in the "Comment" dialogue window that appears and confirm the entry with "OK".

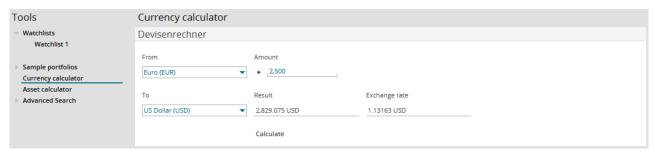


You can change these remarks at any time by using the "Edit comment" icon that appears for existing remarks.



# 10.3 Currency converter





Use the currency converter to quickly convert amounts or calculate exchange rates. The currency converter supports the conversion of 33 currencies. Select the source and target currency and the corresponding amount and then click the "Calculate" button. The currency calculator shows the result in the target currency as well as the exchange rate used.

In the Currency calculator, you can find the following elements:

01/31/2022 197 / 308



Element	Description
From	Select the intitial currency from the drop-down list.
То	Select the relevant target currency from the drop-down list.
Amount	If necessary, enter the amount of the initial currency to be converted.
Result	If you have entered a value in the "Amount" field, the calculated amount in target currency will appear in this field during the calculation.
Exchange rate	The calculated exchange rate is shown in this field.
Calculate	Calculate the result in target currency or exchange rate based on the set values.



## 10.4 Investment Calculator



With the Investment Calculator, you can simulate all conceivable scenarios of asset investment - from a one-time investment of an amount including interest to savings plans and regular capital withdrawals.

The clear charts show the development of investment amounts and value growth at a glance.

Point with the mouse to a column in the chart to display the exact values.

You can switch from bar chart to tabular representation at any time. By using the icons on the right above the chart, you have the following configuration options:

01/31/2022 198 / 308



Element	Description
Illu	Click "Chart" icon to switch from a table view to the chart view. (The icon is only enabled if the table is currently displayed.)
	Click the "Table" icon to switch from the bar chart view to the table view. (The icon is only active if the bar chart is currently displayed.)
	Click this icon to configure further settings in the "Settings" dialogue window.  • Front-end load in % Enter the front-end load to be taken into account in percent.  • Management fees in % Enter the management fees to be considered in percent.  • Table setting Set the intervals for the display in the table. You can switch between the year or month view.  You have the following additional setting options especially for savings plans:
	Management fees in %     Enter the management fees to be taken into account in percent. "In advance" or "In arrears" setting Select the relevant calculation method.
	Finally, click the "Apply" button to close the dialogue window and apply the settings.



Alternatively, you can also open the Investment Calculator via the menu item "Foreign exchange", "FX Calculator" in the navigation pane of the "Markets" area.

#### See also:

- · Initial amount
- Savings plan
- · Withdrawal with capital consumption

### 10.4.1 Initial amount



On the "Lump sum investment" tab, you determine the final assets that are achieved by investing a certain amount for the set investment period. In addition to the initial investment amount, the term and the final assets, you can also set the annual increase in value and can thus simulate various scenarios.

You can drag elements from the "Input" area to the "Results" area and vice versa. For example, you can also define a specific target assets as an input and calculate the required investment amount as a result and so on. For example, to calculate the required investment amount instead of the final assets, proceed as follows:

01/31/2022 199 / 308



- 1. Click the "Calculate this value" button in the "Investment amount" element to move it to the "Results" area
  - The "Investment amount" element automatically moves to the right and the previously calculated final asset to the left in the "Input" area.
- 2. Now you can calculate the required investment amount, for example by varying the specified target assets.

You have the following options:

Element	Description
Visual or tabular display of the payment flows	In the upper area, you can see the investment amounts and the corresponding increase in value over time.
Input	In this area, you can enter the corresponding values either by directly entering them in the input fields or by using the corresponding slider. You find the following elements:  • Investment amount in euro  • Investment period in years  • Annual growth rate in percent
Results	By default, this area shows the target assets resulting from the entries made. As described above, you can also swap inputs and results in various ways.

## 10.4.2 Savings plan



On the "Savings plan" tab, monthly payments into a savings plan can be taken into account in addition to the options for lump investments.

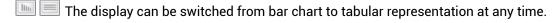
You will also find the "Monthly savings amount" element in the "Inputs" area.

You can drag elements from the "Input" area to the "Results" area and vice versa. For example, you can also define a certain target amount as input and calculate the monthly savings amounts required for this, etc.

For more information about moving elements, see Initial amount.

The chart shows at a glance the development of investment and savings amounts as well as appreciation.

Point to a bar in the chart to display the exact values.



# 10.4.3 Withdrawal with capital consumption



On the "Withdrawal with capital consumption" tab, you calculate scenarios with monthly withdrawals. These analyses can also be displayed graphically and in tabular form.

01/31/2022 200 / 308



You can drag elements from the "Input" area to the "Results" area and vice versa. In Initial amount, you will find an example of moving the elements.

For more information about moving elements, see Initial amount.

The chart shows at a glance the development and remaining assets.

Point to a column in the chart to shows the remaining assets at this time.

You can switch from bar chart to tabular representation at any time.

You have the following options:

Element	Description
Visual or tabular display of the payment flows	In the upper area, you can see the payouts and remaining amounts.
Input	In this area, you can enter the corresponding values either by directly entering them in the input fields or by using the corresponding slider. You find the following elements:  • Investment assets in euro  • Withdrawal duration in years  • Annual growth rate in percent
Results	In this area, you see the monthly possible withdrawals resulting from the entries made as well as the total withdrawal amount. As described above, you can also swap inputs and results in various ways.

## 10.5 OS Calculator



With the "Warrant Calculator", you can simulate various scenarios of the performance of a warrant. The "Warrant Calculator" widget provides a comprehensive overview of all important data, simulation results and key figures.



The values calculated by using the Warrant Calculator may differ from the values in the respective trading platforms.

#### See also:

- Select warrant in the Warrant Calculator
- · Components of the Warrant Calculator

## 10.5.1 Select warrant in the Warrant Calculator



01/31/2022 201 / 308



Enter the search term for the warrant in the input field. This may be, for example, the name of the warrant or the underlying, the ISIN or the WKN of the warrant.

After entering 3 characters, the live search already displays suitable hits, which you select by double-clicking and thus load directly into the Warrant Calculator.



Alternatively, you can open the Warrant Calculator via the menu item "Warrants", "Warrant Calculator" in the navigation pane of the "Markets" section.

You will also find a menu item "Warrant Calculator" in the open object window of a warrant.

## 10.5.2 Components of the Warrant Calculator



This section briefly introduces the most important elements of the Warrant Calculator.

#### See also:

- · Header in the Warrant Calculator
- "Underlying" category
- · "Warrant master data" area
- · "Simulation" area
- · "Chart" area
- · "Sensitivities" area
- "Key figures" category
- · "Results" area

### Header in the Warrant Calculator



In the header of the Warrant Calculator, you can find information on the currently selected warrant at a glance:

- · Name of the warrant
- ISIN
- WKN
- Current rate (at the selected trading venue)
- Trading venue (in brackets)
- Relative and absolute change compared to the previous day's close.

Negative changes are shown in red, positive changes in green. In addition, an arrow graphic shows the trend.

The following additional functions are available in the header:

Element	Description
	Details" icon Click this icon to display many more details about the selected warrant. Clicking the icon again hides the additional information.

01/31/2022 202 / 308



Element	Description
	"Print" icon Click this icon to print the current view of the Warrant Calculator. In the "Print options" dialogue window that appears, you specify the areas to be printed. Finally, click the "Print" button to send the print job to the printer.
	Search Use the input field, the "Search" icon and the integrated live search to search for the warrants to be analysed.  For more information, see Select warrant in the Warrant Calculator.

## "Underlying" category



Here, you see details about the underlying asset of the warrant:

- · Name of the underlying
- Last price (on the home trading venue of the underlying instrument)
- Relative and absolute change compared to the previous day's close.

Negative changes are shown in red, positive changes in green, and an arrow graphic indicates the trend.

Use the arrow symbol next to the "Underlying" area heading to expand the area and display further details (chart, ISIN, WKN, price data) on the underlying.

Click the arrow symbol again to hide the additional details in the "Underlying" area.

### "Warrant master data" area



The most important properties of the currently selected warrant can be seen in the "Warrant master data" area:

- Type
- · Exercise price
- · Subscription ratio
- Issuer
- · Issue date
- · Last trade
- · Maturity date
- Remaining (days)
- · Ticker tape symbol
- ISIN
- WKN



In the header of the "Warrant master data" area, you can see how long you have already loaded the currently displayed data. Click the "Retrieve all data" icon to update the data displayed.

01/31/2022 203 / 308



### "Simulation" area



In the "Simulation" area, you can run any scenarios for the development of the values. The "Current" column allows you to directly compare the values.

In the "Simulation" column, sketch the relevant scenario for the development of the warrant. Enter the values that you expect or use the arrow or the sliders to set them. The values and graphics displayed in the Warrant Calculator are analysed with the new data.

You can simulate developments with the following values:

Field	Description
Last price (warrant)	Current and simulated price of the warrant.
Price underlying	Current and simulated price of the underlying.
Implied volatility	The current and simulated implied volatility.
Interest	The current and simulated risk-free market interest rate.
Dividend yield	Current and simulated dividend yield of the underlying. The dividend yield results from the estimated dividends per share (usually, two business years in the future), divided by the current price multiplied by 100.
Calculation date	Date for the simulation. The current date is set by default. Use the calendar function to quickly select a different date.
Exchange rate	Current and simulated exchange rate.



To delete the entries for simulation and restore the default values, click the "Reset" icon in the header of the "Simulation" area.

### "Chart" area



Here, the current or, in the case of simulation, the result of the simulation is visualised. Switch to the corresponding tab. On the tabs, you find charts for the following key figures:

01/31/2022 204 / 308



#### See also:

- · Profit and loss
- Delta
- Gamma
- Vega
- Theta
- Rho

#### Profit and loss



The graph on the "P&L" tab shows the expected profits or losses (y-axis) as well as the development of the "fair value" ("fair price") of the warrant in the event of a change in the price of the underlying (x-axis).

The vertical lines indicate the price of the underlying (red), the strike price (green) and the break-even point (blue).

The following functions are available at the top of the graphic:

Element	Description
	"Print" icon  Click this icon to print the current view of the Warrant Calculator. In the "Print options" dialogue window that appears, you specify the areas to be printed.  Finally, click the "Print" button to send the print job to the printer.
•	Click this icon to maximise the "Chart" area. The "Sensitivities", "Key figures" and "Results" areas are then overlaid by the chart.  Click the icon again to restore the original setup.

#### Delta



On the "Delta" tab, the corresponding sensitivity is visualised in the chart (value on the y-axis). The vertical lines symbolise the price of the underlying (red), the strike price (green) and the break-even point (blue).

For more information about warrant indicators, see "Sensitivities" area.

#### Gamma



On the "Gamma" tab, the corresponding sensitivity is visualised in the chart (value on the y-axis). The vertical lines symbolise the price of the underlying (red), the strike price (green) and the break-even point (blue).

For more information about warrant indicators, see "Sensitivities" area.

01/31/2022 205 / 308



#### Vega



On the "Vega" tab, the corresponding sensitivity is visualised in the chart (value on the y-axis). The vertical lines symbolise the price of the underlying (red), the strike price (green) and the break-even point (blue).

For more information about warrant indicators, see "Sensitivities" area.

#### Theta



On the "Theta" tab, the corresponding sensitivity is visualised in the chart (value on the y-axis). The vertical lines symbolise the price of the underlying (red), the strike price (green) and the break-even point (blue).

For more information about warrant indicators, see "Sensitivities" area.

#### Rho



On the "Rho" tab, the corresponding sensitivity is visualised in the chart (value on the y-axis). The vertical lines symbolise the price of the underlying (red), the strike price (green) and the break-even point (blue).

For more information about warrant indicators, see "Sensitivities" area.

### "Sensitivities" area



In the "Sensitivities" section, you can see the calculated values of the sensitivities ("Greeks"):

ID	Description
Delta	Delta refers to the dependency of the option price on the underlying price. If the price of the underlying rises by one euro, then the warrant price should theoretically rise by the delta value. For calls, the delta is always between 0 and 1, and for puts between -1 and 0.
	For example, if a warrant has a delta of 0.5, then the increase of an underlying by 10.00 euro would result in the price of the option rising by 5.00 euro. Because the warrant costs only a fraction of of the underlying, the percentage gain with warrants is substantially higher.
	Warrant with a delta close to 1 respond almost like your underlying instruments. These are typically warrants which are heavily in the money and have partly lost their speculative character. At-the-money calls usually show a Delta of 0.5, while calls that are heavily out of the money have very small deltas.

01/31/2022 206 / 308



ID	Description
Gamma	The gamma measures the sensitivity of the delta in relation to changes of the underlying price.
	The gamma shows by what amount the delta has changed when there is change in the underlying price. The Gamma must always be positive.
	Formula: <b>Delta old +</b> gamma = delta new
	Example
	The price of one share rises from 100 euro to 101 euro. Initially, a call has a delta of 0.50. The increase in the share price to 101 euro changes the delta to 0.55. The gamma is then 0.05. In other words: The warrant will track future changes in the underlying asset in the same direction to a greater extent in absolute terms. The gamma is positive for both calls and puts, because the delta of the call changes from 0 to +1 and the delta of the put from -1 to 0 (and thus becomes larger in both cases). It is generally assumed that prices are constantly rising.
Omega	The omega indicates the percentage by which the option value changes if the strike price changes by 1 percent.
	Omega is an indicator that estimates the future (that is, "effective") leverage of an option. Because of its lower price, the option reacts stronger in value in percentage terms than the corresponding underlying. The warrant is therefore always more volatile than the underlying.
	The omega is obtained by multiplying the delta by the current leverage. For example, a warrant with a current leverage of 10 and a delta of 50% has an omega of 5, that is, the warrant rises by about 5% if the underlying rises by 1%. However, it should be noted that delta and omega, like most other key figures, are constantly changing.
Vega	The vega (sometimes referred to as "kappa") shows the dependency of the fair price on the volatility.
	The higher the volatility of an underlying, the greater the value of the warrant. If the volatility of a the underlying increases, then the value of the warrant increases by the value called vega.
	The vega thus indicates the expected absolute change in the warrant price in the event of a change in volatility by one percentage point. Calls and puts become equally expensive when volatility increases, so the vega is positive.

01/31/2022 207 / 308



ID	Description
Theta (per day)	The daily theta of a warrant shows by what amount the time value decreases daily.
	Warrants lose their premium over time until they have only their intrinsic value on the expiration date. The amount of the always negative theta increases with the shortening remaining term of the warrant.
Rho	Rho (sometimes referred to as "epsilon") indicates how the value of a warrant behaves when the interest rate changes by one percent.
	Because the interest on risk-free investments is also taken into account in the fair price calculation, you can also calculate the change in a warrant's value given a change in the interest rate.
	The impact is generally less for warrants with a short remaining term than for warrants with a longer remaining term.

# "Key figures" category



In the "Key figures" area, you can see other prominent warrant key figures in addition to the sensitivities:

ID	Description
Premium	The premium of the warrant, that is, the percentage by which the ratio of the underlying instrument of the warrant is higher (that is, more expensive) than buying it directly on the stock exchange. The reverse applies to put options.
Premium p.a.	The premium is annualised. This value makes for a better comparison of warrants with different expiration dates.
Intrinsic value	The intrinsic value of a warrant is the difference between the current underlying price and the strike price. It indicates the amount that would be achievable by exercising the warrant.
Moneyness	Moneyness is a key figure that describes the "situation" (the current market price) of a warrant in relation to the underlying price. Accordingly, for a call, moneyness is the current price of the underlying instrument divided by the strike.
	There are three types:
	<ul> <li>Moneyness &gt; 1: "in the money"</li> <li>Moneyness = 1: "at the money"</li> <li>Moneyness &gt; 1: "out of the money"</li> <li>This indicator allows you to directly infer the relative profit or loss.</li> <li>A moneyness of 1.20 indicates a gain of 20%, while a moneyness of 0.90 indicates a loss of 10%.</li> </ul>

01/31/2022 208 / 308



ID	Description
Parity	This key figure determines the value of a warrant that an investor actually achieves when it is exercised immediately. As only the intrinsic value is calculated, the time value, that is, the speculative and initially worthless investment of the investor, is not taken into account.
Remaining term (years)	Remaining time to maturity of the warrant at the calculation date in years.

### "Results" area



In the "Results" area, the calculated values for the key figures "Fair value" and "Leverage" are displayed:

ID	Description
Fair value	This shows the fair price according to the Black-Scholes model.
Leverage	The leverage shows how the warrant would behave on a purely calculated basis with a price change in the underlying instrument.  The leverage is calculated by dividing the current price of the underlying instrument by the current price of the warrant. If the warrant relates to a multiple or fraction of the underlying instrument, then this factor must be taken into account accordingly in the calculation.

## 10.6 Yield Calculator



This calculator enables you to calculate a price or yield for bonds and to analyse the corresponding indicators.

After you have entered the most important bond parameters, the yield calculator returns key indicators such as the yield, duration, remaining term and convexity. The calculator also shows how the price or yield of the bond will change if the underlying parameters change (for example, the market interest rate).



Alternatively, you can open the yield calculator via the menu item "Bonds", "Yield Calculator" in the navigation pane on the "Markets" area.

You will also find a "Yield calculator" menu item in the open object window of a bond. In this case, the current bond is already loaded as input object for the Yield Calculator.

01/31/2022 209 / 308



#### See also:

- · Select bond in the Yield Calculator
- · Elements of the Yield Calculator

### 10.6.1 Select bond in the Yield Calculator



Enter the search term for the bond in the input field. This can be, for example, the name of the bond, the ISIN or the WKN of the bond.

After entering 3 characters, the live search already displays suitable hits, which you can select by double-clicking and thus load directly into the yield calculator.

The yield calculator displays the master data information relevant for a bond and the resulting indicators. For more information about the Yield Calculator, see the sections below.

### 10.6.2 Elements of the Yield Calculator



The Yield Calculator has the following structure:

#### See also:

- · Header in the Yield Calculator
- · "Input" area
- "Calculation" area

### Header in the Yield Calculator



In the header of the Yield Calculator, you can find the most important information on the currently selected bond:

- · Name of the bond
- ISIN
- WKN
- Current rate (at the selected trading venue)
- Trading venue (in brackets)
- Relative and absolute change compared to the previous day's close
   Negative changes are shown in red, positive changes in green, and an arrow graphic indicates the trend.
- Price date and time

The following additional functions are available in the header:

01/31/2022 210 / 308



Element	Description
	"Details" icon  Click this icon to show more details about the selected bond.  Clicking the icon again hides the additional information.
	"Print" icon  Select this icon to print the current view of the yield calculator. In the "Print options" dialogue window that appears, you specify the areas to be printed.  Finally, click the "Print" button to send the print job to the printer.
	Search Use the input field, the "Search" icon and the integrated live search to search for the bonds to be analysed.  For more information, see Select bond in the Yield Calculator.



In addition to analysing existing bonds, you can also "create" and analyse your own bonds.

# "Input" area



On the left side of the Yield Calculator, you can find the following fields:

Element	Description
Value date	In this date field, you can either enter the value date (date when a security is valued) or select it by using the calendar function.
	trading days after today's date. Click the same button again to reset the date to the current date.
	By default, the corresponding value date is calculated starting from the current date.
Nominal interest rate in %	Enter the nominal interest rate (coupon) in percent.
Issue date	Enter the corresponding issue date directly or use the calendar function to select the date.
First coupon date	Enter the first coupon payment date directly or use the calendar function to select the date.

01/31/2022 211 / 308



Element	Description
Last coupon date	In this date field, either enter the date of the last coupon payment directly or open the integrated calendar and select the date.
Maturity date	Enter the maturity date directly or use the calendar function to select the date.
Redemption price in %	Enter the redemption price in percent.
Interest period	Select the relevant coupon frequency from the drop-down list:  • Annually (default setting)  • Semi-annually  • Four-monthly  • Quarterly  • Monthly
Calculation method	Select the yield day count convention from this drop-down list.  • ACT/ACT (default)  • 30/365  • 30/360  • ACT/365  • ACT/360
Tax rate in %	Enter the investor's personal tax rate in percent. For example, this is used to calculate the net profit.
Nominal amount in currency	Enter the nominal amount of the bond.
Yield method	Select the yield calculation method from this drop-down list:  ISMA (International Securities Market Association) (default)  Moosmüller & Knauf  US SIA (Securities Industry Association)  US Treasury

If you select an existing bond, then these fields are filled automatically.

## "Calculation" area



In the "Calculation" area, you enter either the clean price (in percent) or the yield (in percent). If you have selected a bond, then the fields are already filled with the corresponding (snapshot) values for yield and price.

Start the recalculation by clicking the corresponding "Calculate" button.

01/31/2022 212 / 308



The "Financial indicators", "Cash flow" and "Graphic" subtabs show the results of the calculation. In the "Calculation" area, the following functions are available:

Element	Description
	"Print" icon  Select this icon to print the current view of the yield calculator.  To print the Yield Calculator, see the corresponding description above in Header.
K.	"Reset" icon Click this icon to reset the calculated values.

### See also:

- "Financial indicators" subtab
- "Cash flow" subtab
- "Chart" subtab

The most important key figures are calculated and displayed on the "Key figures" subtab, which is in the foreground by default.

ID	Description
Yield in %	Yield means here the "effective" interest rate of the capital invested in the bond. The invested amount is calculated considering all coupons, accrued interest and repayments.
Net yield in %	The specified tax rate is subtracted from the individual coupon payment (example: 10% coupon, 25% tax rate resulting in a 7.5% coupon payment). The coupon payment less the taxes is used to calculate the "effective" interest. The redemption at maturity is not affected by taxes. In the Yield Calculator, the net yield is always calculated with a 100% redemption price.
Gross yield in %	The gross yield is higher than the net yield by the marginal tax rate.
Accrued interest days	The accrued interest days of the bond.
Accrued interest	The accrued interests of the bond in percent.
Dirty Price in %	The dirty price is composed of the bond price plus accrued interest. This is therefore the price to be paid when buying a bond.

01/31/2022 213 / 308

<sup>&</sup>quot;Financial indicators" subtab



ID	Description
Clean Price in %	The clean price corresponds to the bond price. In contrast to the Dirty Price, it does not include accrued interest.
Remaining term in years	Remaining time of the bond in years.
Duration	The duration is an indicator for assessing bond risk. It is the average maturity (lock-in period) of the invested capital in years.
Modified duration	The "Modified Duration" indicator is a measure of the actual interest rate sensitivity of the bond and is derived from the duration.
Basis point value	Basis point value of the portfolio at the analysis date. The basis point value is the change in bond price for one basis point change in the bond yield.
Convexity	In contrast to the duration, this factor takes into consideration the convex form of the bond price curve depending on changes in market yields.

### "Cash flow" subtab

On the "Cash flow" subtab, all relevant cash flows during the holding period or the term to maturity of the bond are shown in a table.

#### "Chart" subtab

In the "Chart" subtab, all relevant cash flows during the holding period or the term to maturity of the bond are visualised.

### 10.7 Advanced search



By entering search terms directly in the input field in the header, you can start a search for securities account objects or securities. To search for specific types of securities, you can use the activated vwd market manager financials [web] to define detailed filter conditions for your search queries and thus find the right securities.

- 1. Switch to the "Tools" area.
- 2. There, select the "Advanced search", "Equities" in the navigation pane.
- 3. Now you can define your filter conditions by using the search parameters.

To configure the individual search parameters, select the corresponding checkboxes. For more information, see Search parameters.

01/31/2022 214 / 308



### See also:

- Search parameters
- Example: Search for a knock-out certificate
- Save search queries
- Equities search
- Fund search
- · Bonds search
- · Certificates search
- Warrants search
- Option search
- · Futures search

# 10.7.1 Search parameters



On the left side of an advanced search, you configure your search query. Use the search parameters to filter the search. You can also configure the search parameters.

Useful settings for searching for the relevant security categories are stored as defaults.

You have the following options by using the general functions:

Icon	Description
<	"Collapse" icon - this icon is only visible when the search parameters are expanded.  Select this icon to collapse the search parameters and thus get more space for extensive search results.
>	"Expand" icon - this icon is only visible when the search parameters are collapsed.  Click this icon again to show the search parameters.  You can also "drag" the separator between the search results and the search parameters on the left side to create the optimal division of the window for you.
**	"Configure search parameters" icon  Use this icon that you can find at the top and bottom of the parameters to define which search parameters are to be displayed in the detailed search and in which order.  See also the section Configuring the areas of the search parameters.
	Click this button above the search parameters to empty the search screen.

01/31/2022 215 / 308



Icon	Description
< <b>~</b>	The search parameters are divided into individual sections such as "Basic info", "Extended info" or "Key figures". These areas vary from one type of security to another. You can open and close the individual areas by clicking the arrow icons.
	Use the checkboxes in front of the parameters to enable or disable the search parameters. If you enable parameters, the higher-level areas are also enabled automatically.
	In the example: If you select the checkbox next to the "Omega" key figure, the complete "Key figures" area is also enabled. That is, one mouse click is enough.
	The most important parameters are described in the following sections.

#### See also:

- · Configuring the areas of the search parameters
- · "Sorting" area
- · Configure individual search parameters of the "Listing" type

## Configuring the areas of the search parameters



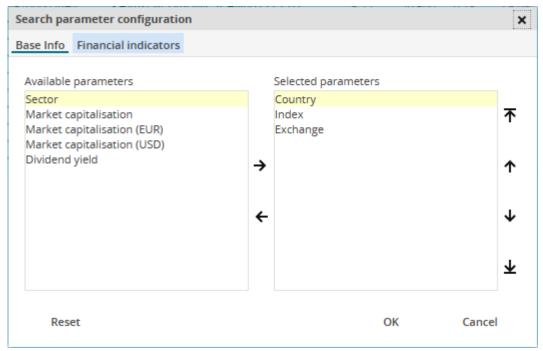
You can configure the individual areas of the search parameters individually and then, for example, save this search query to be able to access exactly these settings any time.

To do this, follow these steps:

- 1. Open an advanced search such as the equities search via the "Advanced search", "Equities" menu item in the navigation pane of the "Tools" area.
- 2. Click the "Configuration of the search parameters" icon.
  In the "Search parameter configuration" dialogue window that appears, you can show or hide the parameters, change their order or restore the default settings.

01/31/2022 216 / 308





Using the tabs at the top of the dialogue window, you can switch between the individual areas of the search parameters (in the example "Basic info", "Key figures" and "EDG rating", search for warrants). The parameters on the right ("Selected search parameters") are currently displayed on the search screen. On the left side, you see the currently hidden parameters. You have the following options:

lcon/function	Description
<b>→</b>	Select this icon to move a selected parameter from the left side to the right and thus display it in the search screen.  For the functions described in this table, multiple selection is also possible to quickly move several parameters.
<b>←</b>	Click this icon to move a selected parameter on the right side to the left and thus hide it.
不	Click this icon to move a selected (displayed) parameter on the right side to the top of this area.
<b>^</b>	Click this icon to move a selected (displayed) parameter of the right side one position up.
<b>★</b>	Click this icon to move a selected (displayed) parameter on the right side to the very bottom of this area.
<b>↓</b>	Click this icon to move a selected (displayed) parameter on the right side one place down.
"Reset" button	Click this button to restore this default setting.

01/31/2022 217 / 308



Icon/function	Description
"OK" button	Click this button to apply the selected settings and close the "Search parameter configuration" dialogue window.
"Cancel" button	Click this button to apply the selected settings and close the "Search parameter configuration" dialogue window.

3. After the configuration, close the "Configuration of search parameters" dialogue window with "OK". This updates the search screen.



If you have more than three parameters displayed in one area, you can expand and collapse them by using the "more" or "less" link.

#### "Sorting" area



The "Sorting" area is always enabled. Here, you can specify the sorting for the search result to be displayed. To do this, select the required column as sorting field.

If you want to reverse the sorting according to the selected column, select the "descending" checkbox.



By clicking the underlined headings, you sort the column in ascending or descending order. You can recognise the currently valid column sort order by the symbol next to the column header.

## Configure individual search parameters of the "Listing" type



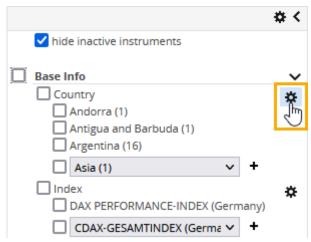
You can configure search parameters that contain drop-down lists individually. Examples of such search parameters are trading venues, countries, currencies, issuers or sectors.

To configure listings, follow these steps:

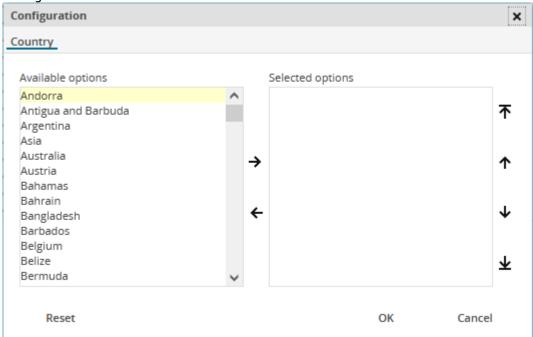
- 1. Open a detailed search, for example, the equities search by using the command of the same name in the menu of the "Equities" tab.
- 2. If necessary, expand the corresponding area (for example, "Basic info") so that the individual parameters can be seen. For more information on defining areas, see Configuring the areas of the search parameters.
- 3. Keep Click the "Configuration" icon to the right of the parameter you want to edit.

01/31/2022 218 / 308





In the "Search parameters configuration" dialogue window that opens, you can permanently show or hide the individual parameter fields in the search screens, change their order or restore the default settings.



The elements on the right side ("Selected options") are currently displayed in the search screen. On the left side, you see the currently hidden elements. You have the following options:

Icon/function	Description
>	Click this icon to move a selected parameter from the left side to the right and thus display it in the search screen.  For the functions described in this table, multiple selection is also possible to quickly move several elements.
<	Click this icon to move a selected element from the right side to the left and thus hide it.

01/31/2022 219 / 308



Icon/function	Description
不	Click this icon to move a selected (displayed) element on the right side to the top of this area.
<b>^</b>	Click this icon to move a selected (displayed) parameter on the right side one position up.
<b>业</b>	Click this icon to move a selected (displayed) element on the right side to the very bottom of this area.
•	Click this icon to move a selected (displayed) on the right side one position down.
"Reset" button	Click this button to restore this default setting.
"OK" button	Click this button to apply the selected settings and close the "Configuration" dialogue window.
"Cancel" button	Click this button to apply the selected settings and close the "Configuration" dialogue window.

4. After the configuration, close the "Configuration" dialogue window with "OK". This updates the search screen.

#### You can also configure search filters by using the drop-down list:

Select an element in a drop-down list and then choose the icon next to it to display this parameter above the drop-down list. You can also select several entries one after the other.



Use this icon to the right of the fields to hide the fields again and remove the associated filtering.

# 10.7.2 Example: Search for a knock-out certificate



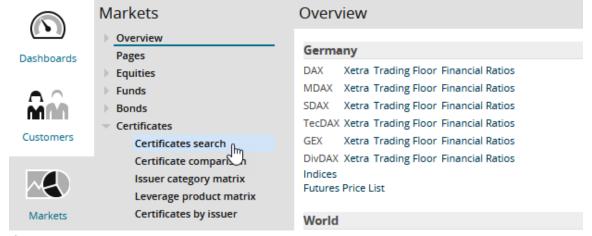
01/31/2022 220 / 308



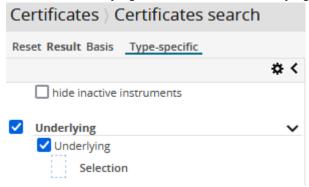
#### **Example**

You want to purchase a Commerzbank knock-out certificate (call) on the DAX with a strike of 7500. To filter the large amount of certificates and find the right security:

- 1. Use the area menu to switch to the "Markets" area.
- 2. There, select the "Certificates", "Certificates search" menu item in the navigation pane.



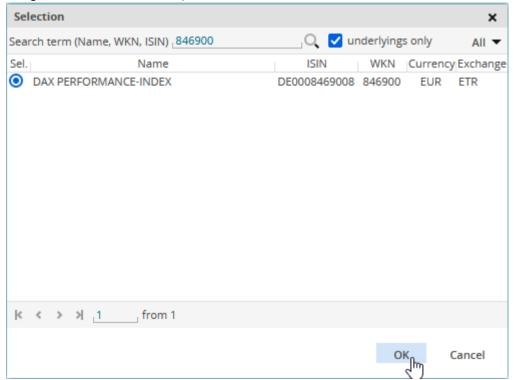
- 3. \( \times \) In the certificate search, expand the "Underlying" area.
- 4. Select the "Underlying" checkbox in the "Underlying" area.



01/31/2022 221 / 308



5. Open the security search by clicking the "Selection" button and search for DAX (for example, by using the ISIN DE0008469008).



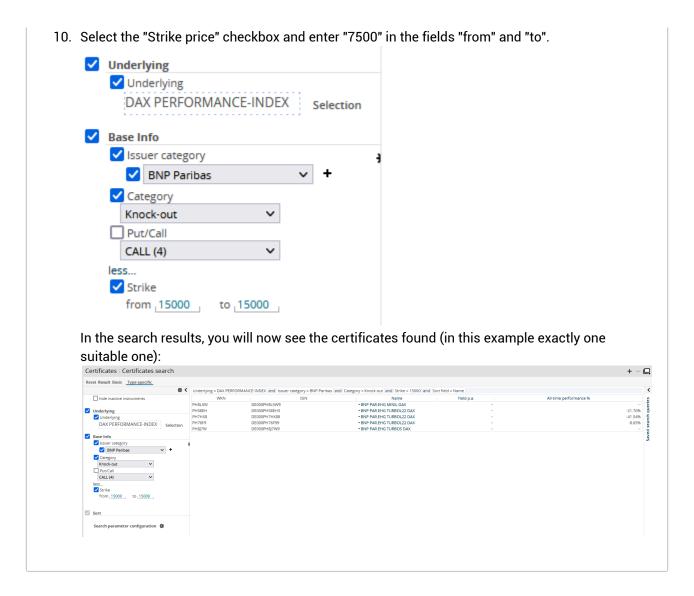
- 6. Select the DAX in the search results of the security search and confirm the selection with "OK".
- 7. Now select the "Issuer" checkbox in the "Basic information" area and select "Commerzbank" from the corresponding drop-down list.
- 8. Then enable the "Category" checkbox in the "Basic info" area and select the "Knockout" entry from the corresponding drop-down list.
- 9. If necessary, use the "more" link in the "Basic info" area to display the other configured parameters.



If the "Strike" parameter cannot be displayed by clicking "more", you can display it at any time as described in Configuring the areas of the search parameters.

01/31/2022 222 / 308





# 10.7.3 Save search queries



You can save the settings made for the search parameters of the securities search. Once you have configured your search parameters, proceed as follows to save this configuration:

01/31/2022 223 / 308



1. If necessary, expand the "Saved search queries" area on the right side of the analysis area.



2. Enter the corresponding name in the "Save current search query as" input field.



3. Belect the "Save" icon to the right.

The search query saved in this way appears in the list of saved search queries and is available from then on.

Use the middle arrow icons to move the highlighted entry up and down, and the left arrow to fill the search with the currently selected settings.

You can delete the search query currently selected in the list by clicking the "Delete" icon (recycle bin).

## 10.7.4 Equities search



For the search for securities of the type "Equities", an Advanced search optimised for this type of security is available, the equities search.

The general settings for the search parameters or saving the individual search queries also apply here.

01/31/2022 224 / 308



The search parameters of the equities search are divided into two areas where you can define your search criteria. For more information about the new features, see the following sections.

#### See also:

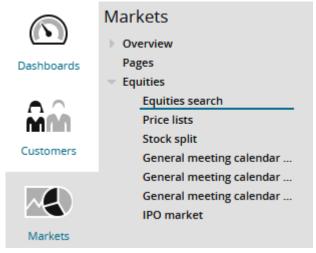
- Start equities search
- "Basic Info" area in the search parameters of the equities search
- "Financial indicators" area in the search parameters of the equities search
- · Search results of the equities search

## Start equities search

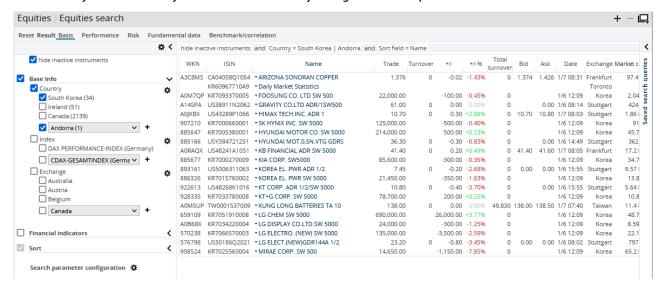


To start an equities search:

- 1. Use the area menu to switch to the "Markets" area.
- 2. There, select the "Equities", "Equities search" menu item in the navigation pane.



3. Now you can define your filter conditions by using the search parameters.



01/31/2022 225 / 308



# "Basic Info" area in the search parameters of the equities search



You define the basic criteria in the "Basic Info" area of the equities search. To do this, select the checkboxes of the corresponding criteria and specifying your search criteria:

Parameter	Description
Country	Select the relevant domestic country of the equities from the drop-down list. In the standard configuration, Germany, Austria and Switzerland are already displayed as visible fields and can therefore be selected directly.
Index	Should the equity to be searched for be included in a certain index? Then select the one you want from the drop-down list of the most prominent equity indices.
Trading venue	Select the the relevant trading venues of the equities. In the standard configuration, Germany, Austria and Switzerland are already displayed as visible fields and can therefore be selected directly.
Sector	Select the relevant sector of the equities from the drop-down list.  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Market capitalisation	Here, you can specify the interval of the market capitalisation (in millions) of the equities to be searched for in the input fields "from" and "to".  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Market capitalisation [EUR]	Here you can specify the interval of the market capitalisation (in millions of euros) of the shares to be searched for in the input fields "from" and "to".  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Market capitalisation [USD]	Here, you can specify the interval of the market capitalisation (in millions of US dollars) of the equities to be searched for in the input fields "from" and "to".  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.

01/31/2022 226 / 308



Parameter	Description
Dividend yield	Set the relevant minimum and maximum percentage dividend yield of the equities for the current and/or the following year here.  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.

# "Financial indicators" area in the search parameters of the equities search



In the "Financial indicators" area of the equities search, you can narrow down the search by using fundamental key indicators. To do this, select the checkboxes of the corresponding criteria and then specify your search criteria:

ID	Description
Volatility	Should the equity to be searched for have a certain percentage volatility? Then select a time interval here and determine the corresponding volatility interval in the "from" and "to" input fields. You can select from the following time intervals:
	<ul> <li>1 week</li> <li>1 month</li> <li>3 months</li> <li>6 months</li> <li>1 year</li> <li>3 years</li> <li>5 years</li> <li>10 years</li> <li>You can show further intervals for volatility by using the familiar icon.</li> </ul>
Performance	Should the share to be searched for have a certain percentage performance? Then select a time interval here and determine the desired performance interval in the "from" and "to" input fields. You can choose from the same time intervals as described above in the table under the "Volatility" indicator.
	For example, look for equities that are top performers in the long run but have getting weaker recently.
	You can use the familiar icon to show further intervals for the performance.

01/31/2022 227 / 308



ID	Description
Correlation	Should the equity to be searched for have a certain percentage correlation? Then select a time interval here and determine the corresponding correlation interval in the "from" and "to" input fields. You can choose from the same time intervals as described above in the table under the "Volatility" indicator.  The correlation is a statistical key figure that reflects the relationship between two series of figures (for example, between two price trends of equities or between a share and an index). A positive correlation means that when the price of one underlying security rises, the price of the reference security also rises. A negative correlation means that when the value of the first security increases, then the value of the second security decreases. In the case of a perfect positive correlation, their coefficient is +1, in the case of a perfect negative correlation it is -1. A correlation of 0 exists if there is no correlation between two prices.  + You can show further intervals for the correlation by using the
	familiar icon.
Volume (average)	Select the checkbox of this parameter to search for equities with a specific turnover.  To do this, select a time interval and determine the corresponding average volume interval in millions in the input fields "from" and "to". You can choose from the same time intervals as described above in the table under the "Volatility" indicator.  + You can use the familiar icon to show further intervals for the average volume.  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Difference to benchmark	Select the checkbox of this parameter to search for equities with a certain difference to their benchmark.  If a benchmark (comparison value) is specified for the equity, then select a time interval here and determine the tolerated percentage difference in the "from" and "to" input fields. You can choose from the same time intervals as described above in the table under the "Volatility" indicator.  + You can use the familiar icon to show further intervals for the percentage difference to the benchmark.  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.

01/31/2022 228 / 308



ID	Description
Difference	Set the minimum and maximum percentage deviations from the following values in the corresponding parameter:  • All-time high • 52-week high volume • 52-week low These parameters are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Alpha 30	Set the minimum and maximum values for the 30-day alpha of the equity here.  The alpha is a return indicator that describes the amount by which the performance of an underlying security exceeds the return of a reference security over an observation period. The measure of performance is calculated, among other things, from the difference in price developments.  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Alpha 250	Set the minimum and maximum values for the 250-day alpha of the equity here.  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Beta 30	If a benchmark (reference value) is specified for the equity, you can define the minimum and maximum values for the 30-day beta of the equity here.  Beta is a risk indicator that shows the volatility of a security compared to another security (security, index, market or industry). The indicator describes the fluctuation range in relation to the overall market. A beta factor of 1.5 means that the price of the security under consideration rises or falls by 50% more than that of the reference security. With a beta factor of 0.5, the fluctuation is 50% less than that of the benchmark and with a beta factor below 0, the price moves in the opposite direction to the benchmark.  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Beta 250	If a benchmark (reference value) is specified for the equity, you can define the minimum and maximum values for the 250-day beta of the equity here.  This parameter is hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.

01/31/2022 229 / 308



# Search results of the equities search



When entering search parameters, the system immediately searches for the appropriate equities. The search results of the equities search provides the hits on the following tabs, which you open with a mouse click:

Tab	Description
Basis	On this tab, you will find the basic and price data for the equities found:  • WKN  • ISIN  • Name  • Paid  • Turnover  • +/-  • +/- %  • Total turnover  • Bid  • Ask  • Date  • Exchange  • Market capitalisation  • Market capitalisation in euros  • Market capitalisation in US dollars  • Sector
Performance	On this tab, you will find the performance values for the equities found:  • WKN • ISIN • Name • Performance as of January 1 of the current year • Performance 1 week • Performance 1 month • Performance 6 months • Performance 1 year • Performance 3 years • Performance 5 years • Performance 10 years • 52-week high +/- • 52-week low +/- • All-time high +/- • Average volume 1 week • Average volume 3 months • Average volume 3 years • Average volume 3 years • Average volume 5 years

01/31/2022 230 / 308



Tab	Description
Risk	On this tab, you will find the risk indicators for the equities found:  • WKN • ISIN • Name • Percentage volatility from January 1 in the current year • Percentage volatility 1 week • Percentage volatility 1 month • Percentage volatility 3 months • Percentage volatility 6 months • Percentage volatility 1 year • Percentage volatility 3 years • Percentage volatility 5 years • Percentage volatility 5 years • Percentage volatility 10 years • Beta 30 days • Beta 250 days • Alpha 30 days • Alpha 250 days For more information about the indicators, see "Financial indicators" in the search parameters of the equities search.
Fundamental data	On this tab, you will find the fundamental key figures of the equities found:  • WKN  • ISIN  • Name  • P/E (price/earnings ratio) reference year  • P/E (price/earnings ratio) next year  • P/S (price/sales ratio) reference year  • P/S (price/sales ratio) next year  • P/CF (price/cash ratio) reference year  • P/CF (price/cash ratio) next year  • Dividend yield reference year  • Dividend yield next year  • Turnover reference year (in millions)  • Turnover next year (in millions)  • Net profit reference year (in millions)  • BBIT reference year (in millions)  • EBIT next year (in millions)  • EBITDA reference year (in millions)  • EBITDA reference year (in millions)  • EBITDA next year (in millions)

01/31/2022 231 / 308



Tab	Description
Benchmark/Correlation	On this tab, you will find the comparison indicators to the respective benchmark for the equities found:  WKN ISIN Name Difference benchmark from January 1 in the current year Difference benchmark 1 day Difference benchmark 1 week Difference benchmark 3 month Difference benchmark 6 months Difference benchmark 3 years Difference benchmark 3 years Difference benchmark 5 years Difference benchmark 10 years Correlation as of January 1 of the current year Correlation 1 week Correlation 3 months Correlation 3 months Correlation 5 years Correlation 10 years Benchmark For more information about the indicators, see "Financial indicators" in the search parameters of the equities search.

At the top of the search results, you will always see the filter criteria and the current sorting.

## 10.7.5 Fund search



For the search for securities of the "fund" type, an advanced search optimised for this type of security is available, the funds search.

The search parameters of the funds search are divided into three areas where you can define your search criteria. For more information about the new features, see the following sections.

The general explanations on setting the search parameters or saving the search queries also apply here. For more information about the new features, see the following sections.

#### See also:

- Start funds search
- "Basic Info" area in the search parameters of the funds search
- "Advanced Info" area in the search parameters of the funds search
- "Financial indicators" area in the search parameters of the funds search
- · Search results of the funds search

01/31/2022 232 / 308

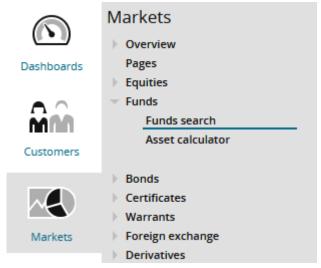


#### Start funds search

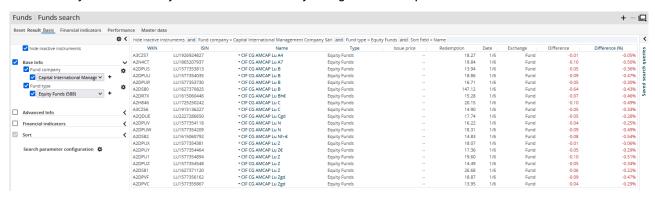


To start a funds search:

- 1. Use the area menu to switch to the "Markets" area.
- 2. There, select the "Funds", "Funds search" menu item in the navigation pane.



3. Now you can define your filter conditions by using the search parameters.



## "Basic Info" area in the search parameters of the funds search



You define the basic criteria in the "Basic Info" area of the funds search. To do this, select the parameters to be taken into account. To do this, select or clear the checkboxes of the relevant search criteria on the far left and then enter the values or select the entries on the right.

The following parameters are available for funds:

01/31/2022 233 / 308



Parameter	Description
Capital management company	Select the Capital management company from the drop-down list.  Use the keyboard to type a letter in the drop-down list to go to the respective initial letter.
	The number of funds of this capital management company is shown in brackets.
Fund type	Select the fund types (for example, equity, fund of funds or bond funds) from the drop-down list.
Investment focus	Select the investment focus of the fund from the drop-down list.  This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
ETF funds only	Select this checkbox if you only want to search for ETFs (Exchange Traded Funds).
Fund domicile	Select the fund's country of origin from the drop-down list.
Distribution approval	Select the fund's country of registration from the drop-down list.
Fund currency	Select the currency of the fund from the drop-down list.
Distribution type	Use the drop-down list to search only for distributing funds or only for accumulating funds: The number of funds found is shown in brackets.
Fund volume	Enter the minimum and/or maximum allowed fund volume in millions here.
Fund age	Enter the minimum and/or maximum allowed fund age in years here.

# "Advanced Info" area in the search parameters of the funds search



In the second area of the funds search, you can narrow down the search using further criteria. To do this, select the checkboxes on the far left to select the corresponding criteria and specify your search criteria:

01/31/2022 234 / 308



Parameter	Description
Front-end load	Enter the minimum and/or maximum allowed front-end load in percent here.  The front-end load to cover the cost of advisory services and fund distribution, charged upon acquisition of a fund. It is generally three to five percent.  The front-end load is usually charged on top of the redemption price (that is,: redemption price + front-end load = issue price
Administration fee	Enter here the minimum and/or the maximum allowed amount of the administration fee in percent.  The fund company receives this as compensation for managing the fund. This fee is paid from the fund (that is, from the fund's performance) rather than directly by the investor.
Securities account bank charges	Enter here the minimum and/or maximum allowed amount of the securities account bank charges in percent.  The securities account bank receives a fee for maintaining the deposit. It is not directly charged to the investor, but is paid from the fund's assets. It is therefore paid from the fund's performance.  This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Ongoing Charges	Enter the minimum and/or maximum allowed amount of ongoing charges here.
Total Expense Ratio	Enter the minimum and/or maximum allowed amount of the TER here.  The Total Expense Ratio is a key figure that provides information about the annual costs of a fund. All fees such as management fees or custodian bank fees are taken into account, but not transaction costs or front-end loads.
Max. loss in 3 years	Enter here the minimum and/or the maximum amount of the maximum percentage loss of the fund in 3 years.

"Financial indicators" area in the search parameters of the funds search



01/31/2022 235 / 308



In the "Financial indicators" section of the funds search, you can narrow down the search by using financial indicators. To do this, select the corresponding checkboxes on the far left to select the corresponding criteria and specify your search criteria:

ID	Description
Volatility	Enter the minimum and/or maximum percentage volatility of the fund here.  The volatility measures the fluctuation risk of the fund in percent.
	The standard deviation (deviation from the average value development) is used as a statistical measurement of the volatility. The greater the standard deviation, the greater the price fluctuations (that is, the riskier the fund).
Performance	Enter the minimum and/or maximum percentage performance of the fund here.
Sharpe ratio	Enter the minimum and/or maximum Sharpe ratio of the fund here.
	The Sharpe ratio is the ratio of the excess return (as compared to a risk-free financial investment) and volatility, and therefore measures the surplus yield achieved per unit of risk.
	This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Jensen's alpha in %	Enter the minimum and/or maximum Jensen's alpha here.
	Jensen's alpha can be used as an assessment criterion for the performance of the management with regard to the risk-adjusted benchmark yield. A positive alpha implies an outperformance.

## Search results of the funds search



When entering search parameters, the system immediately searches for the appropriate funds. The search results of the funds search provides the results on the following tabs, which you open with a mouse click:

01/31/2022 236 / 308



Tab	Description
Basis	By default, this tab is open in the search results and contains the following columns:  • WKN  • ISIN  • Name  • Type  • Issue  • Redemption  • Currency  • Date  • Absolute difference  • Percentage difference
Financial indicators	The "Financial indicators" tab contains the following information and risk indicators:  • WKN  • ISIN  • Name  • Percentage volatility 1 year  • Volatility 3 years  • Volatility 5 years  • Sharpe ratio 1 week  • Sharpe ratio 1 month  • Sharpe ratio 6 months  • Sharpe ratio 3 years  • Sharpe ratio 5 years  • Sharpe ratio 5 years  • Sharpe ratio 10 years  For more information about the ratios, see "Ratios" in the search parameters of the funds search.
Performance	The "Performance" tab contains the following information on the funds:  • WKN  • ISIN  • Name  • Percentage BVI performance 1 day  • Percentage BVI performance 1 week  • Percentage BVI performance 1 month  • Percentage BVI performance 3 months  • Percentage BVI performance 6 months  • Percentage BVI performance 1 year  • Performance 3 years  • Performance 5 years  • Performance 10 years  • Maximum loss in 3 years

01/31/2022 237 / 308



Tab	Description
Master data	The "Master data" tab contains the following information:  • WKN  • ISIN  • Name  • KVG (Capital Management Company)  • Investment focus  • Volume  • Issue date  • Ret/Dis (Retaining/Distributing?)  • Front-end load  • Administration fees  • Securities account bank charges  • Ongoing Charges  • TER (Total Expense Ratio)  For more information about the master data, see the previous sections "Basic Info" in the search parameters of the funds search, page and "Advanced Info" in the search parameters of the funds search.

## 10.7.6 Bonds search



For the search for securities of the "bond" type, an advanced search optimised for this type of security is available, the bonds search.

The search parameters of the bonds search are divided into 3 areas where you can define your search criteria. For more information about the new features, see the following sections.

The general explanations on setting the search parameters or saving the search queries also apply here. For more information about the new features, see the following sections.

#### See also:

- · Start bond search
- "Basic Info" area in the search parameters of the bonds search
- "Advanced Info" area in the search parameters of the bonds search
- "Financial indicators" area in the search parameters of the bonds search
- · Search results of the bonds search

#### Start bond search



To start a bonds search:

1. Use the area menu to switch to the "Markets" area.

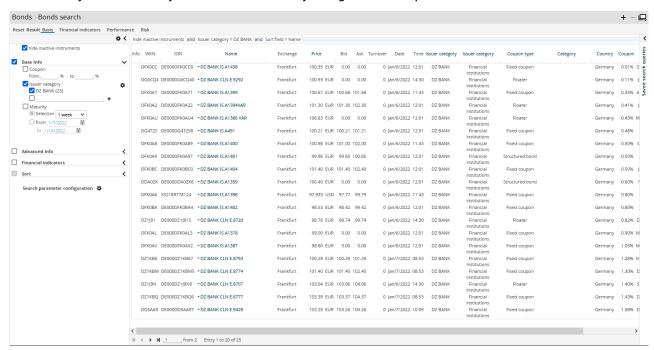
01/31/2022 238 / 308



2. There, select the "Bonds", "Bonds search" menu item in the navigation pane.



3. Now you can define your filter conditions by using the search parameters.



# "Basic Info" area in the search parameters of the bonds search



You define the basic criteria in the "Basic Info" area of the bonds search. To do this, select the parameters to be taken into account. To do this, select or clear the checkboxes of the relevant search criteria on the far left and then enter the values or select the entries on the right. The following parameters are available for bonds:

Parameter	Description
Coupon	Enter the minimum and maximum value for the percentage coupon (yield) of the bond.

01/31/2022 239 / 308



Parameter	Description
Issuer	Select the relevant the issuer the drop-down list.  Use the keyboard to type a letter in the drop-down list to go to the corresponding initial letter.  For more information about how to filter and configure parameters with these listings, see Configure individual search parameters of the "listing" type.
Maturity date	Select the relevant minimum and/or maximum maturity here in the integrated calendars.  The following periods are available from the drop-down list:  1 week 1 month 3 months 6 months 1 year
Issue date	Use the integrated calendars to select the relevant issue date or period.  The following periods are available from the drop-down list:  1 week 1 month 3 months 6 months 1 year This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Remaining term	Enter the minimum and/or maximum allowed remaining term in years here.
Trading venue	Select the the relevant trading venues of the bonds. In the standard configuration, Germany, Austria and Switzerland are already displayed as visible fields and can thus be selected directly.
Issuer category	Select the relevant categories of the issuer in the drop-down list. For example, the following categories are available:  • Financial institutions  • Financial institutions/commercial banks  • Public bonds (countries)  • Public bonds (government)  • Public bonds (cities/municipalities)  • Corporate bonds (finance/holding)  • Corporate bonds (industry)
Sector	Select the relevant sector of the bonds from the drop-down list.

01/31/2022 240 / 308



Parameter	Description
Coupon type	Select the relevant coupon type of the bond from the drop-down list. The following options are available:  • Floaters • Coupon, fixed • Structured bonds • Zero coupon
Country	Select the country of the bond from this drop-down list.
	Use the keyboard to type a letter in the drop-down list to go to the corresponding initial letter.
Pari	In the associated bond drop-down list, select the following options regarding their current quotation:  • Above par  • At par  • Below par
Bond type	In the drop-down list, select the relevant bond types.
Currency	Select the currency. Multiple selection is possible.
Traded in the last 5 days	Select this checkbox to search only for bonds traded in the last 5 trading days.
Denomination	Enter the minimum and maximum value for the denomination of the bonds.

# "Advanced Info" area in the search parameters of the bonds search



In the second section of the bonds search, you can narrow down the search using further criteria. To do this, select the checkboxes on the far left to select the corresponding criteria and specify your search criteria:

Parameter	Description
Accrued interest	Enter the minimum and/or maximum allowed amount of accrued interest here.
Interest rate elasticity	Enter the minimum and/or maximum allowed percentage interest elasticity of the bond here.
	The percentage interest rate elasticity is the percentage change in interest rates for a one percent change in a market average or base rate.

01/31/2022 241 / 308



# "Financial indicators" area in the search parameters of the bonds search



In the "Financial indicators" section of the bond search, you can narrow down the search using key figures. To do this, select the checkboxes on the far left to select the corresponding criteria and specify your search criteria:

ID	Description
Yield	Enter the minimum and/or maximum allowed percentage return here.
Basis point value	Enter the minimum and/or maximum allowed values for the Base Point value.  This ratio demonstrates the extent to which the price of a bond changes when the bond yield shifts by 0.01 point or by one basis point.
Duration	Enter the minimum and/or maximum allowed duration here.  The duration is the weighted average of all future payment streams resulting from an investment. Furthermore, they express the average commitment period of the capital invested and is influenced by the nominal interest rate and the market interest rate.
Convexity	Enter the minimum and/or maximum allowed convexity here.  In contrast to the duration, this factor takes into consideration the convex form of the bond price curve depending on changes in market yields.  This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Modified duration	Enter the minimum and/or maximum allowed Modified Duration here.  Modified duration is a measure of the actual rate sensitivity of the bond and is derived from the duration.

01/31/2022 242 / 308



ID	Description
Volatility	For the percentage volatility of the bonds, you can select the following time periods and set minimum and/or maximum values for them:  • 1 week  • 1 month  • 3 months  • 6 months  • 1 year  • 3 years  • 5 years  • 10 years  Multiple selection is possible here.

## Search results of the bonds search



When entering search parameters, the system immediately searches for the appropriate bonds. The search result of the bonds search provides the hits on the following tabs, which you open with a mouse click:

Tab	Description
Basis	This tab is open by default in the search results and contains the following columns:  • WKN • ISIN • Name • Exchange • Price • Bid • Ask • Turnover • Date • Time • Issuer • Issuer category • Sector • Coupon type • Category • Country • Coupon • Maturity date • Denomination

01/31/2022 243 / 308



Tab	Description
Financial indicators	The "Financial indicators" tab contains the following information:  • WKN • ISIN • Name • Exchange • Price • Date • Yield • Modified duration • Duration • Accrued interest • Basis point value • Convexity • Interest rate elasticity For details on the key figures, see "Basic Info" in the bonds search parameters.
Performance	The "Performance" tab contains the following information:  WKN  ISIN  Name  Exchange  Price  Date  Percentage performance from January 1st in the current year  Percentage Performance 1 week  percentage Performance 3 month  Percentage performance 6 months  Percentage performance 1 year  Percentage performance 5 years  Percentage performance 5 years  Percentage performance 10 years
Risk	The "Risk" tab contains the following information:  • WKN  • ISIN  • Name  • Exchange  • Price  • Date  • Vola. 3 months  • Vola. 6 months  • Vola. 1 year  • Vola. 3 years

/\

The additional rating information in the search results depends on the activation.

01/31/2022 244 / 308



#### 10.7.7 Certificates search



For the search for instruments of the "certificate" type, an advanced search optimised for this type of security is available, the certificates search.

The search parameters of the certificate search are divided into 8 areas where you can define your search criteria. For more information about the new features, see the following sections.

The general explanations on setting the search parameters or saving the search queries also apply here. For more information about the new features, see the following sections.

#### See also:

- Start certificates search
- "Underlying" area in the search parameters of the certificates search
- "Basic Info" area in the search parameters of the cartificates search
- Area for discount certificates in the search parameters of the certificate search
- Area for bonus certificates in the certificate search parameters
- Area for reverse convertibles in the search parameters of the certificate search
- Area for outperformance certificates in the certificates search parameters
- Area for sprint certificates in the certificates search parameters
- "EDG rating" area in the search parameters of the certificates search
- · Search result of the certificates search

#### Start certificates search



To start a certificates search:

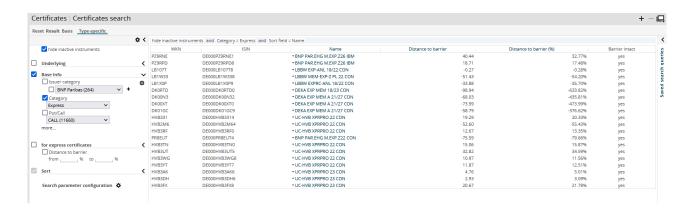
- 1. Use the area menu to switch to the "Markets" area.
- 2. There, select the "Certificates", "Certificates search" menu item in the navigation pane.



3. Now you can define your filter conditions by using the search parameters.

01/31/2022 245 / 308



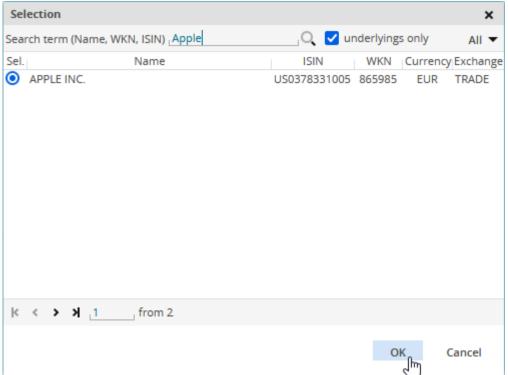


## "Underlying" area in the search parameters of the certificates search



To search for certificates of a specific underlying:

- 1. Select the "Underlying" checkbox.
- 2. In the "Underlying" area, click the "Selection" button.
- 3. The "Selection" dialogue window opens.
- 4. Enter the name, WKN or ISIN of the relevant underlying in the input field and start the search by pressing <RETURN> using the "Search" magnifying glass icon.



If you also want to see hits that are not underlyings, clear the "Underlyings only" checkbox. By using the drop-down list to the right, you can limit the search to certain types of securities. By default, the search includes all security types ("All"). The number of securities found for a type is shown in brackets.

- 5. Select the the corresponding underlying in the list and confirm with "OK".
- 6. This adds the underlying as a search parameter.
- 7. You can refine your certificates search in the other areas.

01/31/2022 246 / 308



## "Basic Info" area in the search parameters of the cartificates search



You define the basic criteria in the "Basic Info" area of the certificates search. To do this, select the parameters to be taken into account. To do this, select or clear the checkboxes of the relevant search criteria on the far left and then enter the values or select the entries on the right. The following parameters are available for certificates:

Parameter	Description
Issuer	Select the corresponding issuers from the drop-down list.
	Use the keyboard to type a letter in the drop-down list to go to the respective initial letter.
	How to filter and configure parameters with these enumerations is explained in Configuring individual search parameters of the "Listing" type.
Category	Select the certificate category you want to search for from the drop-down list:  • Reverse convertible bonds • Bonus certificates • Discount certificates • Express certificates • Knock-out certificates • Outperformance certificates • Opportunity of the service of the service of these certificate types. For more information, see the the following sections.
Subcategory	Select which certificate subcategory you want to search for from the drop-down list. After selecting a certificate category in the "Category" parameter, the extensive list is immediately reduced to the available subcategories.
Strike price	Set the minimum and maximum values for the strike price of the certificates in the "from" and "to" input fields.
Put/Call	From the drop-down list, choose whether you want to search only for calls or only for puts. By default, both types of certificates are searched for.  This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.

01/31/2022 247 / 308



Parameter	Description
Search term	Select this checkbox to enter a general search term as text via the keyboard in the input field of this parameter.
Trading venue	Select the the relevant trading venues of the equities. By default, trading venues that are often used are already shown as visible fields and can thus be selected directly.
Issue date	Select the relevant intervals or days in the integrated calendars.  The following periods are available from the drop-down list:  1 week 1 month 3 months 6 months 1 year
New products traded since	Use this parameter to search for new certificates. Select the limit from the drop-down list:  • Today  • Yesterday  • 1 week  • 1 month
Open end	Select this checkbox if you only want to search for endless certificates.
Maturity date	Select the relevant dates here in the integrated calendars.  The following periods are available from the drop-down list:  1 week 1 month 3 months 6 months 1 year
Currency-hedged	Select this checkbox if you only want to search for currency-hedged certificates.
Remaining term	Enter the minimum and/or maximum allowed remaining term in months here.

Area for discount certificates in the search parameters of the certificate search



01/31/2022 248 / 308



If you have selected "Discount" as the category in the "Basic Info" section of the certificate search, you can further refine the search for discount certificates here. In detail, the following key figures are available for the search for discount certificates:

Parameter	Description
Сар	Enter the minimum and/or maximum permissible cap of the discount certificate here.
Cap level	Enter the minimum and/or maximum permissible cap level of the discount certificate in percent here.
Max. yield p.a.	Enter here the minimum and/or maximum allowed value for the maximum return p.a. of the discount certificate in percent.  When calculating the yield per annum (per year), it is assumed that the term of the certificate corresponds exactly to one calendar year. This makes sense to make the expected yield comparable with other forms of investment, whose expected return is also determined on an annual basis. However, it also makes it possible to compare different certificates with different maturities with each other.
Discount	Enter the minimum and/or maximum allowed discount of the discount certificate in percent here.  For discount certificates, a discount is granted to the holder for the underlying instrument. This discount acts as an additional risk buffer that the holder "pays" with a limitation of the possible profit chances (see also: Cap).  This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Distance to cap	Enter here the minimum and/or maximum allowed distance of the certificate's cap in percent.
Sideways yield p.a.	Enter the minimum and/or maximum allowed sideways yield p. a. of the discount certificate in per cent here.  The sideways yield per annum (per year) refers to the expected return if the market price of the underlying asset remains constant. For the purpose of comparability, it is assumed that the term of the certificate corresponds exactly to one calendar year.

# Area for bonus certificates in the certificate search parameters



If you have selected "Bonus" as the category in the "Basic Info" section of the certificate search, you can further refine the search for bonus certificates here. In detail, the following key figures are available for the search for bonus certificates:

01/31/2022 249 / 308



Parameter	Description
Bonus income	Enter the minimum and/or the maximum allowed bonus yield of the bonus certificate here.  The bonus yield shows the profit growth achieved with the bonus certificate if the bonus case occurs, that is, if the underlying remains below the bonus level and the safety barrier is not breached.
Bonus yield	Enter the minimum and/or maximum allowed percentage bonus yield of the bonus certificate here.  In the case of the bonus yield, the bonus yield is related to the remaining term of the certificate and a yield expectation per investment year is determined from this. The aim of calculating the return per annum (per year) is to improve comparability with other forms of investment. As with the bonus yield, the value shown for the bonus yield only refers to the profit expectation in the bonus case. If the price of the underlying asset rises sharply, the actual return can be much higher, as the upside profit potential is unlimited. (Exception: bonus certificates with participation cap).
Bonus buffer	Enter the minimum and/or maximum allowed percentage bonus buffer of the bonus certificate here.  The bonus buffer shows how far the current market price of the underlying asset is from the safety barrier of a bonus certificate. It provides information about the loss the underlying asset is likely to suffer without the bonus mechanism being cancelled and the associated protective function of the certificate being lost. The smaller the bonus buffer becomes, the greater the risk of suffering a capital loss in the end.
Bonus yield p.a.	Enter the minimum and/or maximum allowed percentage bonus return p. a. of the bonus certificate here.  In the case of the bonus yield, the bonus yield is related to the remaining term of the certificate and a yield expectation per investment year is determined from this. The aim of calculating the return per annum (per year) is to improve comparability with other forms of investment. As with the bonus yield, the value shown for the bonus yield only refers to the profit expectation in the bonus case. If the price of the underlying asset rises sharply, the actual return can be much higher, as the upside profit potential is unlimited. (Exception: bonus certificates with participation cap).  This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.

01/31/2022 250 / 308



Parameter	Description
Distance to bonus level	Enter the minimum and/or maximum allowed distance of the certificate's price from the bonus level in percent.  The bonus level is the price threshold that marks the upper edge of the target corridor of bonus certificates. The distance to the bonus level shows how far the price of the underlying asset is from the bonus level of the certificate. It shows how much the underlying asset would have to rise to achieve the same return with a direct investment as with the bonus certificate.
Premium	Enter the minimum and/or maximum permissible percentage premium of the certificate here.
Premium p.a.	Enter the minimum and/or maximum allowed percentage premium p.a. of the certificate here.
Intact barrier	Select this checkbox if you only want to search for certificates with barriers that have not yet been breached.
Сар	Enter the minimum and/or maximum allowed cap of the certificate here.
Cap level	Enter the minimum and/or maximum permissible cap level of the certificate in percent.
Distance to cap	Enter the minimum and/or maximum allowed distance to the certificate's cap here.
Distance strike	Enter the minimum and/or maximum allowed distance of the certificate's price from the strike price here.
Barrier	Enter the minimum and/or maximum allowed barrier in the corresponding currency of the certificate here.
Safety buffer	Enter the minimum and/or maximum allowed safety buffer of the certificate in percent here.

# Area for reverse convertibles in the search parameters of the certificate search



If you have selected "reverse convertibles" as the category in the "Basic info" section of the certificate search, you can further refine your search for reverse convertibles here. The following indicators are available for all financial indicators:

01/31/2022 251 / 308



Parameter	Description
Distance strike	Enter here the minimum and/or maximum allowed distance of the reverse convertible to its strike price.
Max. yield p.a.	Enter the minimum and/or maximum allowed value for the maximum return p.a. of the reverse convertible in percent.  When calculating the return per annum (per year), it is assumed for the purpose of comparability that the term of the certificate corresponds exactly to one calendar year. This makes sense to make the expected yield comparable with other forms of investment, whose expected return is also determined on an annual basis. However, it also makes it possible to compare different certificates with different maturities with each other.
Sideways yield p.a.	Enter the minimum and/or maximum allowed sideways yield p. a. of the reverse convertible in percent.  The sideways return per annum (per year) refers to the expected return if the market price of the underlying asset remains constant. For the purpose of comparability, it is assumed that the term of the certificate corresponds exactly to one calendar year.
Allowed decrease	Enter the minimum and/or maximum allowed decline for the reverse convertible in percent.  The "Allowed decrease" indicates how much the price of the underlying can fall during the term without jeopardising the achievement of the maximum return for a certificate of the "reverse convertible" type.  This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Required performance	Enter here the minimum and/or maximum permissible value of the "Required performance" of the reverse convertible in percent.  The "Required performance" shows how much the price of the underlying asset must rise by the end of the term to achieve the maximum return on the reverse convertible. For some securities, this value is negative. This means that the maximum return is achieved even if the underlying falls by the corresponding percentage. In this case, one speaks of "Allowed decrease".
Coupon (interest)	Enter the minimum and/or maximum allowed coupon (interest) of the reverse convertible in percent.
Distance strike	Enter here the minimum and/or maximum allowed distance of the reverse convertible to its strike price in percent.

01/31/2022 252 / 308



Parameter	Description
Intact barrier	Select this checkbox if you only want to search for reverse convertibles where the barrier was not breached.

### Area for outperformance certificates in the certificates search parameters



If you have selected "Outperformance" as the category in the "Basic Info" area of the certificates search, you can further refine the search for outperformance certificates here. In detail, the following financial indicators are available for the search for outperformance certificates:

Parameter	Description
Distance strike	Enter the minimum and/or maximum allowed distance of the certificate's price from the strike price here.
Distance participation limit	Enter here the minimum and/or the maximum allowed distance of the participation limit in percent.
Participation limit	Enter the minimum and/or maximum allowed value of the participation limit here.  Basically, outperformance certificates offer unlimited opportunities for disproportionate price gains. This means: There is no participation limit that limits the upside profit potential. However, there are exceptions where it is necessary to set an upper limit for the possible profits. This participation limit is also called a cap.
Participation factor	Enter the minimum and/or maximum allowed percentage participation factor of the outperformance certificate here.  The participation factor is the percentage by which the holder profits from price increases of the underlying instrument.
Premium	Enter the minimum and/or maximum allowed percentage premium of the outperformance certificate in percent.  This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Premium p.a.	Enter the minimum and/or maximum allowed percentage premium p.a. of the outperformance certificate in percent.

## Area for sprint certificates in the certificates search parameters



01/31/2022 253 / 308



If you selected "Sprinter" as the category in the certificate search in the "Basic Info" area, you can further refine the search for sprint certificates here. The following Indicators are available for all financial indicators:

Parameter	Description
Max. yield p.a.	Enter the minimum and/or maximum allowed value for the maximum yield p.a. of the sprint certificate in percent.
	When calculating the yield per annum (per year), it is pretended that the term of the certificate corresponds exactly to one calendar year. This makes sense to make the expected yield comparable with other forms of investment, whose expected return is also determined on an annual basis. However, it also makes it possible to compare different certificates with different maturities with each other.
Distance strike	Enter the minimum and/or maximum allowed distance of the price of the sprint certificate to the strike price here.
Сар	Enter the minimum and/or maximum allowed cap of the sprint certificate here.
Distance to cap	Enter the minimum and/or maximum allowed distance to the certificate's cap here.
	This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Participation factor	Enter the minimum and/or maximum allowed percentage participation factor of the sprint certificate here.
	The participation factor is the percentage by which the holder of the certificate profits from price increases of the underlying instrument.

## "EDG rating" area in the search parameters of the certificates search



In the "EDG rating" section of the certificate search, you can filter the certificates according to the EDG ratings (0 to 5 stars). To do this, select the checkboxes on the far left to select the corresponding criteria and specify your search criteria:

Parameter	Description
Optimal risk class	Enter the minimum and/or maximum allowed rating of the optimal risk class here.
Risk class 1 (conservative)	Enter here the minimum and/or maximum allowed rating in risk class 1 (conservative).

01/31/2022 254 / 308



Parameter	Description
Risk class 2 (moderately conservative)	Enter here the minimum and/or the maximum allowed rating in risk class 2 (moderately conservative).
Risk class 3 (moderate)	Enter here the minimum and/or maximum allowed rating in risk class 3 (moderate).
Risk class 4 (moderately aggressive)	Enter the minimum and/or maximum allowed rating in risk class 4 (moderately aggressive) here.
Risk class 5 (aggressive)	Enter the minimum and/or maximum allowed valuation in risk class 5 (aggressive) here.

### Search result of the certificates search



When entering search parameters, the system immediately searches for the appropriate certificates. The search results of the certificate search provide the hits on the following tabs, which you open with a mouse click:

Tab	Description
Basis	By default, this tab is open in the search result and contains the following columns:  • WKN • ISIN • Name • Issuer • Product name issuer • Price • Date • Time • Bid • Ask • Exchange • Currency • Maturity date
EDG	On this tab, you will find the most important EDG rating details for the certificates found:  • WKN • ISIN • Name • Risk class • Rating (number of stars in the risk class)

01/31/2022 255 / 308



Tab	Description
Type-specific	Depending on the selected certificate type, you will find type-specific data on this tab of the certificate search results.
	If no category - and thus no special type - is selected in the "Basic Info" area, you will see the following columns here:
	<ul> <li>WKN</li> <li>ISIN</li> <li>Name</li> <li>Yield p.a.</li> <li>Performance since launch %</li> <li>Details on the type-specific financial ratios can be found in the previous sections on the ranges of search parameters for the individual certificate types.</li> </ul>

#### 10.7.8 Warrants search



For the search for securities of the "warrant" type, an advanced search optimised for this type of security is available, the warrants search.

The search parameters of the warrants search are divided into four areas in which you can define your search criteria. For more information about the new features, see the following sections.

The general explanations on setting the search parameters or saving the search queries also apply here. For more information about the new features, see the following sections.

#### See also:

- Start warrants search
- "Underlying" area in the search parameters of the warrants search
- "Basic Info" area in the search parameters of the warrants search
- "Financial indicators" area in the search parameters of the warrants search
- "EDG rating" area in the search parameters of the warrants search
- · Search results of the warrants search

#### Start warrants search



To start a warrants search:

1. Use the area menu to switch to the "Markets" area.

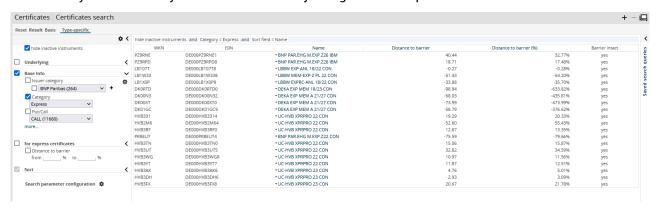
01/31/2022 256 / 308



2. There, select the "Warrants", "Warrants search" menu item in the navigation pane.



3. Now you can define your filter conditions by using the search parameters.



### "Underlying" area in the search parameters of the warrants search

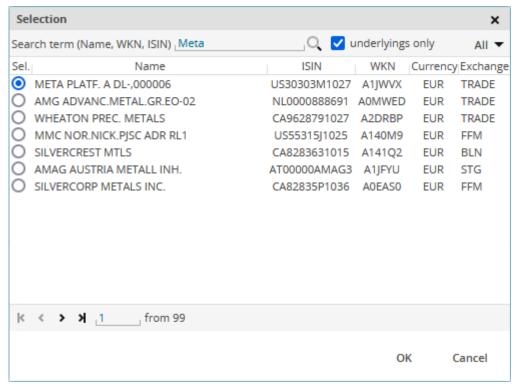


To search for warrants of a specific underlying:

- 1. Select the "Underlying" checkbox.
- 2. In the "Underlying" area, click the "Selection" button.
- 3. The "Selection" dialogue window opens.
- 4. Enter the name, WKN or ISIN of the relevant underlying in the input field and start the search by pressing <RETURN> using the "Search" magnifying glass icon.

01/31/2022 257 / 308





If you also want to see hits that are not underlyings, clear the "Underlyings only" checkbox. By using the drop-down list to the right, you can limit the search to certain types of securities. By default, the search includes all security types ("All"). The number of securities found for a type is shown in brackets.

- 5. Select the the corresponding underlying in the list and confirm with "OK".
- 6. This adds the underlying as a search parameter.
- 7. You can refine your warrant search in the other areas.

### "Basic Info" area in the search parameters of the warrants search



You define the basic criteria in the "Basic Info" area of the warrants search. To do this, select the parameters to be taken into account. To do this, select or clear the checkboxes of the relevant search criteria on the far left and then enter the values or select the entries on the right. The following parameters are available for warrants:

Parameter	Description
Туре	Select the warrant types to be searched for in the drop-down list (call or put). By default, all warrant types are searched for.
Strike price	Set the minimum or maximum value for the strike price of the warrants in the "from" and "to" input fields.

01/31/2022 258 / 308



Parameter	Description
Maturity date	Select the relevant maturities here in the integrated calendars.  The following periods are available from the drop-down list:  1 week 1 month 3 months 6 months 1 year
Issuer	Select the issuer from the drop-down list. Multiple selection is possible.  Use the keyboard to type a letter in the drop-down list to go to the respective initial letter.  This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Remaining term	Enter the minimum and/or maximum allowed remaining term in months here.
Trading venue	Select this checkbox and then select the relevant stock exchanges. In the standard configuration, Germany, Austria and Switzerland are already shown as visible fields and can thus be selected directly.
Exercise type	Select the exercise type of the warrant from the drop-down list by mouse click. The "American" (exercise also possible during the term) and "European" (exercise only possible at the end of the term) exercise types are possible here.
Traded in the last 5 days	Select this checkbox to search only for warrants that are currently traded.
New products traded since	Use this parameter to search for new warrants. Select the limit from the drop-down list.  • Today  • Yesterday  • 1 week  • 1 month Alternatively, you can define an interval via the "from" and "to" input fields by using the integrated calendar.

01/31/2022 259 / 308



Parameter	Description
Issue date	Enter the minimum and/or maximum permissible issue date here. The following periods are available from the drop-down list:  • 1 week • 1 month • 3 months • 6 months • 1 year

## "Financial indicators" area in the search parameters of the warrants search



In the "Financial indicators" area of the warrants search, you can narrow down the search using financial indicators. To do this, select the checkboxes on the far left to select the corresponding criteria and specify your search criteria:

ID	Description
Omega	Enter the minimum and/or maximum allowed omega here.
	The omega indicates the percentage by which the option value changes if the strike price changes by 1 percent.
	Omega is an indicator that estimates the future (that is, "effective") leverage of a warrant. Because of its lower price, the option reacts stronger in value in percentage terms than the corresponding underlying. The warrant is therefore always more volatile than the underlying.
	The omega is obtained by multiplying the delta by the current leverage. For example, a warrant with a current leverage of 10 and a delta of 50% has an omega of 5, that is, the warrant rises by about 5% if the underlying rises by 1%. However, it should be noted that delta and omega, like most other key figures, are constantly changing.
Implied volatility	Enter the minimum and/or maximum allowed percentage implied volatility here.
	The implied volatility is the volatility that the warrant effectively allows for a security. Assuming that the effective price is identical to the fair price, you can calculate which volatility needs to be set for this price. This will be referred to as the implied volatility.

01/31/2022 260 / 308



ID	Description
Delta	Enter the minimum and/or maximum allowed delta here.  Delta refers to the dependency of the warrants price on the underlying price. If the price of the underlying rises by one euro, then the warrant price should theoretically rise by the delta value. For calls, the delta is always between 0 and 1, and for puts between -1 and 0.  For example, if a warrant has a delta of 0.5, then the increase of an underlying by 10 EUR would result in the price of the option rising by 5 EUR. Because the warrant costs only a fraction of of the underlying, the percentage gain with warrants is substantially higher.  Warrants with a delta close to 1 react almost like equities. These are typically warrants which are heavily in the money and have partly lost their speculative character. At-the-money calls usually show a Delta of 0.5 while calls that are heavily out of the money have very small
Vega	Enter the minimum and/or maximum allowed vega here.  The vega (sometimes referred to as "kappa") shows the dependency of the fair price on the volatility.  The higher the volatility of an underlying, the greater the value of the warrant. If the volatility of a the underlying increases, then the value of the warrant increases by the value called vega.  The vega thus indicates the expected absolute change in the warrant price in the event of a change in volatility by one percentage point. Calls and puts become equally expensive when volatility increases, so the vega is positive.
Time value	This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.  Enter the minimum and/or maximum allowed time value here.  The time value of a warrant is calculated from the difference between the actual price and the intrinsic value of the warrant. This value is always positive and is reduced as the symination data approaches.
Fair value	always positive and is reduced as the expiration date approaches.  Enter the minimum and/or maximum fair price allowed here.  The fair price is calculated according to the Black/ Scholes model.

01/31/2022 261 / 308



ID	Description
Premium p. a.	Enter the minimum and/or maximum allowed premium p. a. here. (in percent).  The premium indicates the percentage by which the purchase of the underlying via the warrant is more expensive than the direct purchase of the underlying on the stock exchange.  The premium, or front-end load, is converted to one year in each case. This value makes for a better comparison of warrants with different expiration dates.
Break-even	Enter the minimum and/or maximum allowed break-even here.  The break-even point shows the minimum or maximum price that the underlying instrument must reach by the expiration date of the warrant for the purchaser of the warrant to be able to make a profit by exercising.
Volatility 1 month	Enter the minimum and/or maximum allowed monthly volatility (in percent) here.  Percentage value expressing the fluctuation intensity of a security price. This statistical value is determined based on the price movements in the last month.
Volatility 3 months	Enter the minimum and/or maximum allowed 3-month volatility (in percent) here.  Percentage value expressing the fluctuation intensity of a security price. This statistical value is determined based on the past price movements in the last three months.
Leverage	Enter the minimum and/or maximum allowed lever here.  The leverage shows how the warrant would behave on a purely calculated basis with a price change in the underlying instrument.  The leverage is calculated by dividing the current price of the underlying instrument by the current price of the warrant. If the warrant relates to a multiple or fraction of the underlying instrument, then this factor must be taken into account accordingly in the calculation.
Spread	Enter the minimum and/or maximum spread here.  The spread is the margin between the buying and selling price of the warrant.
Spread, relative	Enter the minimum and/or maximum relative spread here.  The relative spread is the percentage spread between the buying and selling price of the warrant.

01/31/2022 262 / 308



ID	Description
Theta 1 week	Enter the minimum and/or maximum allowed theta here.  The weekly theta of a warrant shows by what amount the time value decreases in a week.  Warrants lose their premium over time until they have only their intrinsic value on the expiration date. The amount of the always negative theta increases with the shortening remaining term of the warrant.  The Theta is particularly interesting for option sellers; that is, then you have sold a call or put. For each day that the price does not move significantly, the option seller earns the time value.
Gamma	Enter the minimum and/or maximum allowed gamma here.  The gamma measures the sensitivity of the delta in relation to changes of the underlying price.  The gamma shows by what amount the delta has changed when there is change in the underlying price. The Gamma must always be positive.  Formula: Delta old + gamma = delta new
	The price of one equity rises from EUR 100 to EUR 101. Initially, a call has a delta of 0.50. The increase in the equity price to EUR 101 changes the delta to 0.55. The gamma is then 0.05. In other words: The option will track future changes in the underlying asset in the same direction to a greater extent in absolute terms. The gamma is positive for both calls and puts, because the delta of the call changes from 0 to +1 and the delta of the put from -1 to 0 (and thus becomes larger in both cases). It is generally assumed that prices are constantly rising.
Rho	Enter the minimum and/or maximum allowed rho here.  Rho (sometimes referred to as "epsilon") indicates how the value of a warrant behaves when the interest rate changes by one percent.  Because the interest on risk-free investments is also taken into account in the fair price calculation, you can also calculate the change in a warrant's value given a change in the interest rate.  The impact is generally less for warrants with a short remaining term than for warrants with a longer remaining term.
Intrinsic value	Enter the minimum and/or maximum allowed intrinsic value here.  The intrinsic value of a warrant is the difference between the current underlying price and the strike price. It indicates the amount that would be achievable by exercising the warrant.

01/31/2022 263 / 308



### "EDG rating" area in the search parameters of the warrants search



In the "EDG rating" section of the warrant search, you can filter the warrants according to the EDG ratings (0 to 5 stars). To do this, select the checkboxes on the far left to select the corresponding criteria and specify your search criteria:

Parameter	Description
Optimal risk class	Enter the minimum and/or maximum allowed rating of the optimal risk class here.
Risk class 1 (conservative)	Enter here the minimum and/or maximum allowed rating in risk class 1 (conservative).
Risk class 2 (moderately conservative)	Enter here the minimum and/or the maximum permissible rating in risk class 2 (moderately conservative).
Risk class 3 (moderate)	Enter here the minimum and/or maximum allowed rating in risk class 3 (moderate).
Risk class 4 (moderately aggressive)	Enter the minimum and/or maximum allowed rating in risk class 4 (moderately aggressive) here.
Risk class 5 (aggressive)	Enter the minimum and/or maximum allowed valuation in risk class 5 (aggressive) here.

### Search results of the warrants search



When entering search parameters, the system immediately searches for the appropriate warrants. The search result of the warrant search provides the hits on the following tabs, which you open by mouse click:

Tab	Description
Basis	By default, this tab is open in the search result and has the following columns:  • WKN  • ISIN  • Name  • Paid  • Bid  • Ask  • +/- %  • Date  • Exchange  • Issuer

01/31/2022 264 / 308



Tab	Description
Performanc e/vola	On this tab, you find the most important volatility ratios of the warrants found:  • WKN  • ISIN  • Name  • Percentage performance from January 1st in the current year  • Percentage performance 1 week  • Percentage performance 1 month  • Percentage performance 3 months  • Percentage performance 6 months  • Percentage performance 1 year  • Percentage volatility 1 month  • Percentage volatility 3 months
Financial indicators	On this tab, you find the most important financial indicators for the warrants found:  • WKN • ISIN • Name • Omega • Delta • Gamma • Rho • Vega • Theta • Implied volatility • Intrinsic value • Time value • Premium in % • Premium p. a. in % • Break-even • Fair value • Leverage • Spread • Spread • Spread in % Information about the most important warrant ratios can be found in the "Financial indicators" area in the search parameters of the warrant search.
Master data	On this tab, you find the most important master data on the warrants found:  • WKN  • ISIN  • Name  • Warrant type (C = Call, P = Put)  • Strike price  • Currency  • Maturity date  • Type of exercise (European or American)  For more information about the columns, see "Basic Info" area in the search parameters of the warrants search.

01/31/2022 265 / 308



Tab	Description
EDG	On this tab, you find the most important EDG rating information on the warrants found:  • WKN  • ISIN  • Name  • Risk class  • Rating (number of stars in the risk class)

### 10.7.9 Option search



For the search for securities of the "option" type, an advanced search optimised for this type of security is available, the option search.

The search parameters of the option search are divided into three areas where you can define your search criteria. For more information about the new features, see the following sections.

The general explanations on setting the search parameters or saving the search queries also apply here. For more information about the new features, see the following sections.

#### See also:

- · Start option search
- "Underlying" area in the search parameters of the options search
- "Basic Info" area in the search parameters of the options search
- "Financial indicators" area in the search parameters of the options search
- Search result of the option search

### Start option search



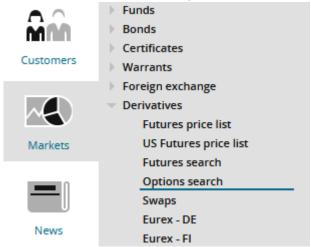
To start an option search:

1. Use the area menu to switch to the "Markets" area.

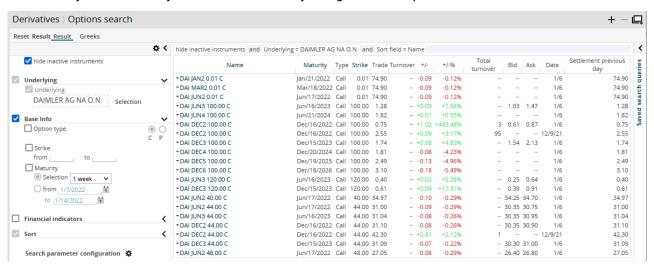
01/31/2022 266 / 308



2. There, select the "Contracts", "Option search" menu item in the navigation pane.



3. Now you can define your filter conditions by using the search parameters.



### "Underlying" area in the search parameters of the options search

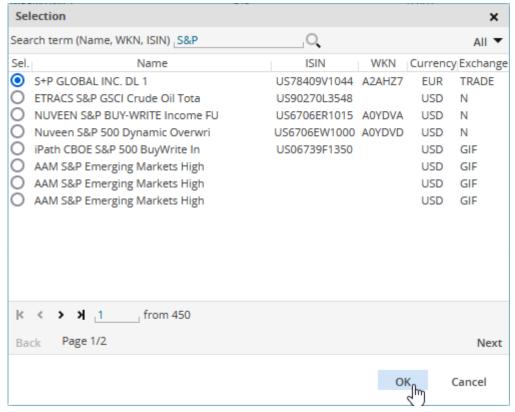


To search for options of specific underlying:

- 1. Select the "Underlying" checkbox.
- 2. In the "Underlying" area, click the "Selection" button.
- 3. The "Selection" dialogue window opens.
- 4. Enter the name, WKN or ISIN of the relevant underlying in the input field and start the search by pressing <RETURN> using the "Search" magnifying glass icon.

01/31/2022 267 / 308





You can restrict the search to specific security types by using the drop-down list to the right. By default, the search includes all security types ("All"). The number of securities found for a type is shown in brackets.

- 5. Select the the corresponding underlying in the list and confirm with "OK".
- 6. This adds the underlying as a search parameter.
- 7. You can refine your option search in the other areas.

### "Basic Info" area in the search parameters of the options search



You define the basic criteria in the "Basic Info" area of the options search. To do this, select the parameters to be taken into account. To do this, select or clear the checkboxes of the relevant search criteria on the far left and then enter the values or select the entries on the right. The following parameters are available for options:

Parameter	Description
Option type	Select here whether you want to search only for calls or only for puts.
Strike price	Enter the minimum and/or maximum value for the strike price in the "from" and "to" input fields.

01/31/2022 268 / 308



Parameter	Description
Maturity date	Enter the earliest and/or latest date in the "from" and "to" input fields via the integrated calendars.  The following periods are available from the drop-down list:  1 week 1 month 3 months 6 months 1 year
Remaining term	Enter the minimum and/or maximum remaining term in months in the input fields "from" and "to".  This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.
Traded today	Select this checkbox to search only for options that are currently being traded.

## "Financial indicators" area in the search parameters of the options search



In the "Financial indicators" area of the options search, you can narrow down the search by using financial indicators. To do this, select the checkboxes on the far left to select the corresponding criteria and specify your search criteria:

ID	Description
Delta	Enter the minimum and/or maximum allowable delta here.
	Delta refers to the dependence of the option on the underlying price. If the price of the underlying rises by one euro, then the option price should theoretically rise by the delta value. For calls, the delta is always between 0 and 1, and for puts between -1 and 0.
	For example, if an option has a delta of 0.5, then a rise of the underlying by €10 would result in option price rise by €5. Because the option costs only a fraction of the underlying, the percentage gain with the option is substantially higher.
	Options with a delta close to 1 respond almost like equities. These are typically options which are heavily in the money and have partly lost their speculative character. At-the-money calls usually show a Delta of 0.5 while calls that are heavily out of the money have very small Deltas.

01/31/2022 269 / 308



ID	Description
Omega	Enter the minimum and/or maximum allowed omega here.
	The omega indicates the percentage by which the option value changes if the strike price changes by 1 percent.
	Omega is an indicator that estimates the future (that is, "effective") leverage of an option. Because of its lower price, the option value reacts stronger in percentage terms than the corresponding underlying. The option is therefore always more volatile than this underlying instrument.
	The omega is obtained by multiplying the delta by the current leverage. For example, an option with a current leverage of 10 and a delta of 50% has an omega of 5, that is, the option rises by about 5% if the underlying rises by 1%. However, it should be noted here that
	delta and omega change constantly like most other financial indicators.
Gamma	Enter the minimum and/or maximum allowed gamma here.
	The gamma measures the sensitivity of the delta in relation to changes of the underlying price.
	The gamma shows by what amount the delta has changed when there is change in the underlying price. The Gamma must always be positive.
	Formula: <b>Delta old +</b> gamma = delta new
	Example
	The price of one equity rises from EUR 100 to EUR 101. Initially, a call has a delta of 0.50. The increase in the equity price to EUR 101 changes the delta to 0.55. The gamma is then 0.05. In other words: The option will track future changes in the underlying asset in the same direction to a greater extent in absolute terms. The gamma is positive for both calls and puts, because the delta of the call changes from 0 to +1 and the delta of the put from -1 to 0 (and thus becomes larger in both cases). It is generally assumed that prices are constantly rising.
Theta	Enter the minimum and/or maximum allowed theta here.
	The weekly theta of an option shows for example by what amount the time value decreases in a week.
	Options lose their premium over time, until they have only their intrinsic value on expiration date The amount of the always negative theta increases with the shortening remaining of the option.
	The Theta is particularly interesting for option sellers; that is, then you have sold a call or put. For each day that the price does not move significantly, the option seller earns the time value.
	This parameter and all parameters below it in the table are hidden by default. For more information on displaying parameters, see Configuring the areas of the search parameters.

01/31/2022 270 / 308



ID	Description
Rho	Enter the minimum and/or maximum permissible rho here.
	Rho (sometimes referred to as "epsilon") indicates how the value of an option behaves when the interest rate changes by one percent.
	As the interest on risk-free investments is also taken into account in the fair price calculation, you can also calculate the change in a warrant's value given a change in the interest rate.
	The impact is generally less for options a short remaining term than for options with a longer remaining term.
Vega	Enter the minimum and/or maximum allowed vega here.
	The vega (sometimes referred to as "kappa") shows the dependency of the fair price on the volatility.
	The higher the volatility of an underlying, the greater the value of the option. If the volatility of an underlying increases, then the value of the option increases by the value called vega.
	The vega thus indicates the expected absolute change in the option price in the event of a change in volatility by one percentage point. Calls and puts become equally expensive when volatility increases, so the vega is positive.

## Search result of the option search



When entering search parameters, the system immediately searches for the appropriate options. The search result of the options search provides the hits on the following tabs, which you open with a mouse click:

Tab	Description
Result	By default, this tab is open in the search result and has the following columns:  Name Maturity date Type Strike price Paid Turnover +/- +/- % Total turnover Bid Ask Date Settlement preday

01/31/2022 271 / 308



Tab	Description
Greeks	On this tab, you will find the most important option indicators (Greeks):  Delta Omega Gamma Theta Rho Vega Information about the most important option ratios can be found in the "Financial indicators" area in the search parameters of the option search.

#### 10.7.10 Futures search



For the search for securities of the "Futures" type, an advanced search optimised for this type of security is available, the futures search.

The search parameters of the futures search are divided into two areas where you can define your search criteria. For more information about the new features, see the following sections.

The general explanations on setting the search parameters or saving the search queries also apply here. For more information about the new features, see the following sections.

#### See also:

- · Start futures search
- "Underlying" area in the search parameters of the futures search
- "Basic info" area in the search parameters of the news search
- · Search result of the futures search

#### Start futures search

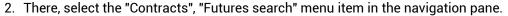


To start a futures search:

1. Use the area menu to switch to the "Markets" area.

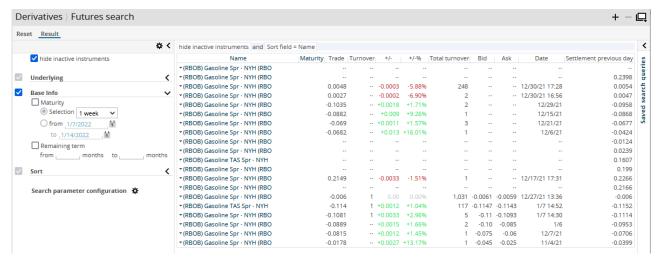
01/31/2022 272 / 308







3. Now you can define your filter conditions by using the search parameters.



### "Underlying" area in the search parameters of the futures search



To search for futures on a specific underlying:

- 1. Select the "Underlying" checkbox.
- 2. Select the "Underlying" button in the "Selection" area. This opens the "Selection" dialogue window.
- 3. Enter the name, WKN or ISIN of the relevant underlying in the input field and start the search by pressing <RETURN> using the "Search" magnifying glass icon.
  - You can restrict the search to specific security types by using the drop-down list to the right. By default, the search includes all security types ("All"). The number of securities found for a type is shown in brackets.
- 4. Select the relevant underlying from the list and click "OK".
- 5. This adds the underlying as a search parameter.
- 6. You can refine your futures search in the "Basic info" area.

01/31/2022 273 / 308



### "Basic info" area in the search parameters of the news search



You define the basic criteria in the "Basic info" area of the futures search. To do this, select the parameters to be taken into account. To do this, select or clear the checkboxes of the relevant search criteria on the far left and then enter the values or select the entries on the right.

The following parameters are available for futures:

Parameter	Description
Maturity date	Enter the earliest and/or latest date in the "from" and "to" input fields via the integrated calendars.  The following periods are available from the drop-down list:  1 week 1 month 3 months 6 months 1 year
Remaining term	Enter the minimum and/or maximum remaining term in months in the input fields "from" and "to".

### Search result of the futures search



When entering search parameters, the system immediately searches for the appropriate futures. The search result of the futures search provides the hits on the "Result" tab:

Tab	Description
Result	The search result contains the following columns:  Name  Maturity date  Paid  Turnover  +/-  +/- %  Bid  Ask  Date  Settlement preday

01/31/2022 274 / 308



# 11 Search results (area)



Select the "Search results" window to return to the last search result.

This area also opens if your search returns more than one or now result. For more information, see Search.

01/31/2022 275 / 308



## 12 Settings



In this area, you can make various settings. Among others, you can change your password.

#### See also:

- Settings
- · Change password

## 12.1 Settings

Select this menu item in the navigation pane of the "Administration" window to specify various global settings.

Finally, save the settings with the "Save" button.

The following settings are available:

#### See also:

- General
- · Fees per trade for sample portfolio

### 12.1.1 General

In the "General" area, you can configure the following settings:

Field	Description	mmf?
Show vwd symbol in view	Select this checkbox so that the vwd symbol of the security is also displayed in the security portrait.	~
	Example	
	"846900.ETR" is displayed in the DAX security portrait at the "Xetra" trading venue.	
Search for valor numbers	Select this checkbox to also search for valor numbers in the securities search.	~
Auto-update news	Select this checkbox to immediately show newly arriving news in the news overview.	~

01/31/2022 276 / 308



Field	Description	mmf?
Open print dialogue window automatically	Select this checkbox to open the print dialogue window with the printer settings directly when printing by using the "Print" icon.  If the checkbox is cleared, a print preview is first displayed in a new browser window.	

## 12.1.2 Fees per trade for sample portfolio

In the "Fees per trade for portfolio" area, you can specify the following settings for **sample portfolios** ("Tools" workspace).

Field	Description	mmf?
Minimum fee/flat fee [EUR]	Enter the amount of the fee in euro.	~
Fee in percent [%]	For fees in percent, enter the amount in percentage.	

## 12.2 Change password

Select this menu entry in the "Administration" area of the navigation pane to change your password for the **login to Infront Advisory Solution and to Infront Portfolio Manager**. In the "Change password" dialogue window that appears, enter the old password as well as the new password (two times) and then confirm the input with "OK".

Use the new password when you log on the next time.

01/31/2022 277 / 308



## 13 Help

Here, you will find all version and user information as well as links to the manuals (PDFs) and online help.

If you have also activated the "Market Manager Financials [Web]" product for the market data, you will also find a comprehensive stock exchange lexicon.

#### See also:

- Info
- Update manual
- · Standard activities manual
- · Open help

### 13.1 Info

This menu item provides information on the current user, program version and all activated modules.

### 13.2 Update manual

Here, you find the update manual as PDF-file that serves you as a current version overview. The update manual contains all new features, improvements and bug fixes contained in service and fix packs.

### 13.3 Standard activities manual

If the "Infront Advisory Solution advisory process" module is activated, you can also run and record all your investment advice processes Infront Advisory Solution.

This link opens the PDF file with the standard activity manual. The manual provides a detailed description of the standard activities that you can adjust to your advisory processes in project work with us.

### 13.4 Open help

Click this link to open the online help of Infront Advisory Solution in a new tab.

01/31/2022 278 / 308



## 14 Advisory process

In this chapter, you will find an introduction to the individual steps of an advisory process. If the corresponding module is activated, you can represent, carry out and record the processes of your investment advice workflow in Infront Advisory Solution. The MiFID provisions require you to carry out an audit-proof recording of the investment advice process. The first step is to record the personal client profile. This includes the client's knowledge and experience, financial situation, investment objectives and risk aspects. Based on the client profile, you can give security recommendations appropriate for the client and thus construct a suitable portfolio. The application leads you through the process, considers the provisions from the bank research and ensures that all relevant data is recorded and documented. The subsequent security purchases or portfolio restructuring can be integrated in the process. This allows you to order directly from Infront Advisory Solution without switching the program.

Despite the common legal base, the bank-specific investment advice workflow can be very different. By using standardised yet customisable elements, the advisory workflow can be adjusted in Infront Portfolio Manager to the individual workflows of your bank. Activities are the central elements of this approach and are described in more detail below. The detailed description of the activities tailored to your bank can be found in a separate documentation.

- · Activity framework and workflows
- Use activities
- Maturity date

### 14.1 Activity framework and workflows

The investment advice processes of Infront Advisory Solution are based on a framework of activities. Together with Infront Portfolio Manager, the framework allows to represent your individual investment advice processes.

Activities are used to represent and record client-relevant processes. Activities usually consist of several subactivities that are assigned to a responsible advisor. Activities contain the data necessary for the investment advice workflow. Activities have a status such as "Open", "In review" and so on. Furthermore, activities can contain attachments, for example the MiFID form or the investment advice minutes.

#### **Example**

Examples for activities and the corresponding workflows:

- · WpHG data recording
- · Investment advice
- · Transaction without advice
- Internal note
- · and many more

The "MiFID data recording" can consist of the following process steps:

- Start page for recording the base data, appointment information and the participants
- Selecting a MiFID form type (natural person, company, minor and so on)
- Base data (general data and client data)
- · Investment objectives
- · Financial situation
- · Calculation and risk class presentation
- Base data, knowledge/experience of (co-) account holders
- · Creation and display of MiFID form
- · Completion of activity to confirm and archive the documents

The surface for the data recording is automatically and dynamically generated during the individual process steps based on the specified process definition.

01/31/2022 279 / 308



### 14.1.1 Customising the processes

The flexibility of the activity framework allows to represent any investment advice workflow and tailor it to the actual existing processes of your bank. The activities are customised in Infront Portfolio Manager by using the MM-Talk formula language as well as tables, reports and other elements. Here, you can also implement your models for checking the appropriateness and suitability and define your Focus list with your bank's security recommendations.



The configuration of the individual processes is carried out in cooperation with Infront as project work.

#### 14.2 Use activities

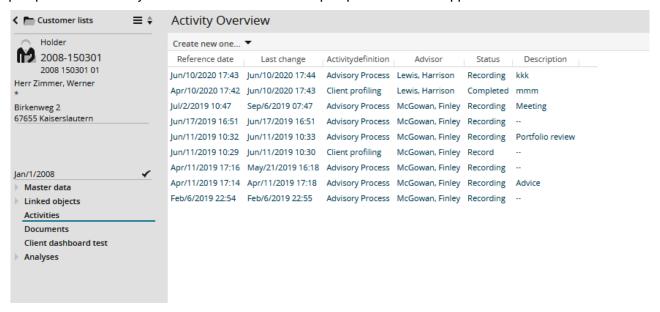
How to use the activities

#### See also:

- Activity overview
- Create activity
- · Open activity
- · Activity view
- · Mandatory fields

### 14.2.1 Activity overview

To open the activities, click the "Activity" menu item in the navigation pane of the corresponding clients or prospects. The activity overview of all the client's or prospect's activities appears.



By default, the "Reference date", "Last change", "Activity definition", "Advisor", "Status" and "Subject" are available by which you can sort the overview.

Possible activity statuses shown in the "Status" column are, for example, "Record", "Execute", "Review" and "Completed".

01/31/2022 280 / 308





If the activities in Infront Portfolio Manager are configured accordingly, the activities will also appear in the navigation area of **portfolios**.

## 14.2.2 Create activity

Create new one... To create a new activity, click the "Create" button in the activity overview on the right and select the corresponding activity from the drop-down list. The selectable activities in the drop-down list depend on the configuration of your system.

After selecting an activity, you can start recording the activity.

### 14.2.3 Open activity

To open an already created activity, go to the activity overview and click the corresponding activity. The activity view opens.

You can also open activities that are completed and thus locked for editing. In completed activities, you can only view data summaries and documents that were generated or uploaded.

### 14.2.4 Activity view

The activity view includes an activity profile, the navigation of the steps of the activity and the analysis area.

#### See also:

- · Activity profile
- · Activity navigation area
- · Activity analysis area

### **Activity profile**

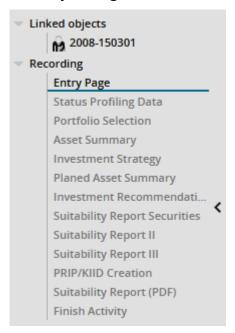


In the activity view, the profile of the activity is shown below the toolbar of the navigation pane. This can contain information on the type of activity, time and date of the last access as well as the name of the corresponding holder or prospect.

01/31/2022 281 / 308



### Activity navigation area



Below the profile, under the "Linked" menu entry, you see the linked holders or prospects as well as all linked activities.

Below, you see a list of all individual activity steps. Certain activities are divided in subactivities. In this example, you see the "Record" subactivity, which you can expand or collapse using the arrow next to the subactivity.

For very complex activities, arrows appear pointing up or down, respectively. Point to this arrow or roll your mouse wheel while in the navigation pane to scroll in the corresponding direction.

Steps that are already edited are black, edited steps are dimmed. You can go to any edited step directly by clicking the corresponding entry. The currently opened page is then underlined in blue.



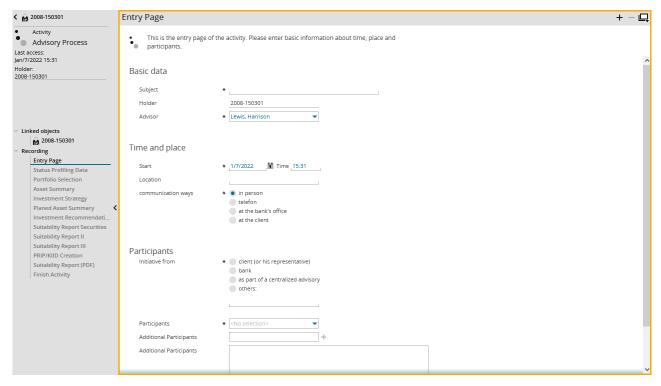
The individual steps can change depending on the selection made during editing. If you take another path within the workflow and a step disappears, the entered data is not lost. Thus, if you undo your selection and return to the original path, you can continue where you left off.

### Activity analysis area

To the right of the navigation pane, you see the analysis area of the activity.

01/31/2022 282 / 308

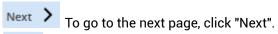




For each step of an activity, you find an introductory text at the top, which will help you at the beginning to understand the corresponding page.



Navigation in the activity analysis area



To go to the previous page, click the arrow pointing to the left.

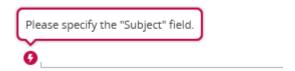
For steps already edited, you can directly open the corresponding pages by clicking them in the navigation pane.

You can freeze the moving horizontal navigation pane by clicking the pin icon on the right.

To unfreeze the navigation pane, click the pin icon again.

### 14.2.5 Mandatory fields

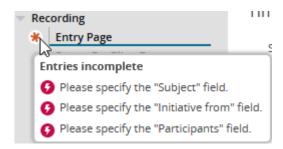
Mandatory fields are indicated by an asterisk. If a mandatory field is not specified and you click "Next", the mandatory field is highlighted and a corresponding hint is shown.



In addition, an orange asterisk in a circle is shown to the left of the corresponding step. By pointing to the orange asterisk, the hint also appears.

01/31/2022 283 / 308





### 14.3 Maturity date

Below, you find some examples of activities. They are case studies intended to show possible workflows. All steps can be combined and modified as necessary. For further detailed descriptions, see Standard activities.

#### See also:

- General structure
- · "MiFID data recording" activity
- "Investment proposal" activity
- "Internal note" activity
- "Investment advice" activity
- "Transaction without advice" activity

#### 14.3.1 General structure

At the beginning of each activity, you find the start page for recording the base data relevant for the meeting and the participants involved. Each activity ends with the "Complete" step for confirming that the activity is complete and can no longer be edited. Between the first page and the "Complete" page, you record the required data step by step. The application guides and supports you through the entire workflow. Incorrect input is avoided through checks of the mandatory fields and plausibility checks.

Before you close the activity, you can add any documents on the "Manage attachments" page.



The investment advice minutes generated after recording the activity are automatically saved in the document archive. If necessary, the archiving can be integrated into a document management system in cooperation with Infront as project work.

### 14.3.2 "MiFID data recording" activity

With the "Client profiling" activity in this case study, you can record all data required by the directive necessary for further advisory activities.

First, you record the base data for the meeting and the participating persons. The selection of the form type appropriate for the client (natural person, minor, companies and so on) determines the next steps. You can carry out a complete new recording or rerecording but also change just individual data.

Together with the client, you determine the client's investment objectives including the risk appetite, the investment horizon and the primary investment goal. In addition, you record the financial situation as well as the knowledge and experience of the client regarding the various asset classes. From this data, the application determines the risk class, which is important for the appropriateness and the suitability test.

01/31/2022 284 / 308



After recording all relevant data, a MiFID form containing all recorded data can be created. You can immediately print it and pass on to the client. The document is also automatically archived. Also, you can create a change tracking document showing a comparison to an older version.

## 14.3.3 "Investment proposal" activity

With this activity, you can present an investment proposal including an asset management offer to a holder or prospect.

The individual investment proposal for the amount to be invested is created using a suitable investment agent and a report folder that you designed according to your corporate identity.

In the free-text fields, you can take into account the individual requirements of your client, for example, the financial situation, investment objectives and investment style.

After recording all relevant data, you can create an asset management offer in PDF format. You can immediately print the document and hand over to your client. The document is also automatically archived.

### 14.3.4 "Internal note" activity

This activity allows you to create a note for a client including relevant securities.

### 14.3.5 "Investment advice" activity

With this activity, you can carry out and record the entire restructuring and order execution. The activity consists of three consecutive subactivities:

- 1. In the "Record" subactivity, the advisor records the meeting and creates the corresponding investment advice minutes at the end.
- 2. In the "Execute" subactivity, the report is provided to the client and the orders are executed.
- 3. In the "Review" subactivity, the responsible department reviews the completed activity.

#### See also:

- · "Investment advice" activity Record
- · "Investment advice" activity Execute
- · "Investment advice" activity Review

### "Investment advice" activity - Record

First, you record the base data for the appointment and the participating persons. This also includes such MiFID-relevant data as the duration and channel of the communication of the meeting (in person or by telephone).

The previously recorded MiFID-relevant data of the client is checked for completeness and being up-todate, thus ensuring valid investment advice minutes. If the data is outdated or incomplete, the advisor is informed by a MiFID alerting and can add them specifically.

Another important step is the selection of the individual topics of the meeting. Thus, you can decide which steps are to be added to the advisory workflow. Possible topics are, for example, advice on the portfolio strategy, the current capital market situation or checking individual portfolio positions.

In the next step, the current security positions and the available liquidity of the actual portfolio are shown in an asset summary.

01/31/2022 285 / 308



To buy securities using newly invested money, you can note this here and then carry out in the target portfolio at a later stage.

When discussing the investment recommendation, you can specify the recommendation by using an investment plan list. Here you can record decisions with order implications like "Buy", "Sell", or "Subscribe" as well as recommendations without order implications like "Hold" and "Do not buy". A free configurable recommendation list supports you to pass on the global recommendations for securities to all advisors and ensure the compliance.

In the next step, the planned orders are assessed for appropriateness (according to the MiFID directive). Thus you can see whether the client has the necessary knowledge and experience for a particular financial instrument.

With the suitability test according to MiFID, the client's portfolio is assessed regarding the investment objectives, knowledge and experience as well as the financial situation as recorded with the "Client profiling" activity. The tests can be modified in Infront Portfolio Manager.

Representations of the actual and target portfolio help you maintain an optimal overview of the portfolio strategy. All overviews can be adjusted to your individual requirements.

If the planned orders have been decided on, you can also record the information you provide on product-specific risks, charges and the reasons for the recommendation. This can be done by using free-text fields or pre-defined selection options.

Further MiFID disclosure requirements, for example, concerning third-party inducements and the conclusion of the transactions, can be implemented by using corresponding checkboxes.

After recording all relevant data, you can create a document with the investment advice minutes. Then you can print the document and give or sent it to the client. The document is also archived automatically. If necessary, the archiving can be integrated into a document management system in cooperation with us as project work. Furthermore, you can also upload other documents relevant for an activity.

Now you can finish the recording and thus enable the next subactivity.

### "Investment advice" activity - Execute

In the "Execute" subactivity, the first step is to record that the investment advice minutes have been passed on. Then, the planned transactions are executed by using an order list. If a corresponding interface is activated, you can also place the orders directly from Infront Advisory Solution.

### "Investment advice" activity - Review

If the "Execute" subactivity is complete, the activity can be reviewed by the corresponding department. This is done by using the archived investment advice minutes and so on. If there are any errors, the activity can be rejected and the reasons for the rejection entered in a text field.

If all three subactivities are finished, the status of the activity is shown as "Complete" in the activity overview.

### 14.3.6 "Transaction without advice" activity

With this activity, you can record the client's orders given without advice. While the bank does not give any recommendations, it is still necessary to check the appropriateness of the investment, that is, if the client has the required knowledge and experience. If these are not sufficient for a certain financial product, you need to point this out to the client. If the client persists in his investment decision, the bank may execute the order.

01/31/2022 286 / 308



### 15 Standard activities

With Infront Advisory Solution, you can carry out and document audit-proof and legally compliant advisory processes tailored to your specific investment advice workflows.

In this document, you find a detailed description of the standard activities that you can adjust to your advisory process in project work with us. The advisory activities shown represent possible workflows; all steps can be extended, combined and varied as requested.



To use the standard activities, the "Infront Advisory Solution advisory solution advisory process" module must be activated and the standard activities imported as MME files. For more information on the import, see the corresponding update instruction for Infront Portfolio Manager.

#### Navigation

- The "Next" button takes you to the next page.
- If the mandatory fields are not completely specified, then corresponding hints appear and you remain on this page until you completely define the necessary information. Mandatory fields in the Infront Advisory Solution are indicated by an asterisk ("\*") in and in the documentation.

#### See also:

- Client profiling
- · Investment simulation
- · Internal note

## 15.1 Client profiling

With the "Client profiling" activity, you record the MiFID-relevant client data. This data serves as the basis for the "Investment simulation" activity and allows you to assess the appropriateness and suitability of the investment advice. From this data, a corresponding report is created that can then be reviewed by the corresponding department.

#### See also:

- Client profiling Record
- · Client profiling Review

### 15.1.1 Client profiling - Record

In the "Data entry" subactivity, you record the MiFID-relevant client data and create the corresponding report.

01/31/2022 287 / 308



#### See also:

- · Client profiling Record Start page
- · Client profiling Record Basic data
- Client profiling Record Investment objectives Structured entry
- · Client profiling Record Investment objectives Self-assessment
- Client profiling Record Select risk class
- · Client profiling Record Financial situation
- · Client profiling Record General data of participant
- · Client profiling Record Knowledge and experience
- · Client profiling Record Minutes
- Customer profiling Record Manage attachments
- · Client profiling Record Complete

### Client profiling - Record - Start page

On the start page of the activity, you can see the basis data on the client appointment. You can find the following elements:

#### Basis data

Element	Description
Subject	Enter a subject to help you find the activity again later.
Holder	Shows the name of the holder as seen in the Explorer of Infront Portfolio Manager. It does not need to be identical to the holder's actual name.
Advisor*	Assign the advisor responsible for the holder by using the drop-down list. The advisors that can be selected are specified in the settings of Infront Portfolio Manager.

#### Time

Element	Description
Start*	Enter the date and time for the start of the activity.  Use the calendar function to quickly select the date.
Duration	Select the estimated duration of the meeting. The following periods are available:  • up to 15 minutes  • about 30 minutes  • more than 45 minutes
	You can specify the duration of the meeting at a later stage just before the report is created.

01/31/2022 288 / 308



#### **Participants**

Element	Description
Participant*	Select the (main) participant in the drop-down list. You can select persons linked to the holder.
Further participants	To add further participants, click the "+" icon and select the corresponding persons from the drop-down list.  To remove a participant, hover over the corresponding person and click the "-" icon that appears.

## Client profiling - Record - Basic data

Shows the client's general data and allows you to specify how the personal data is recorded.

For information purposes, you can see the holder or prospect number, the data of the recording and the advisor as well as the date of the last client profiling. If no client profiling has been carried for any of the participants, then the "Date" field is empty and needs to be specified. The date of the last client profiling determines the preset entry type.

In case the preset entry type does not match the necessary type, select the correct type from the options. The following choices are available:

- Initial entry
- Repeat (complete reentry)
- Change (individual entries)

## Client profiling - Record - Investment objectives - Structured entry

To determine the client's investment objectives, enter how they assess their risk tolerance, how long they expect to hold the security or portfolio and which investment objective they see as primary. The application will use this information to determine a possible investment strategy that corresponds to a risk class. The following options are available to define the investment objectives:

Define investment objectives

Field	Options	
Risk tolerance	<ul> <li>Specify the client's risk tolerance. The following choices are available:</li> <li>Conservative: Preservation of capital; primarily focused on safety</li> <li>Moderate: Higher return expectations correspond to higher risk tolerance</li> <li>Aggressive: High return expectations correspond to high risk tolerance</li> </ul>	
Investment horizon	Specify the client's investment horizon. The following choices are available:  • Short-term: Up to 1 year  • Medium-term: more than 1 year – up to 5 years  • Long-term: more than 5 years	

01/31/2022 289 / 308



Field		Options
Primary in objective	nvestment	Select the client's primary investment objective. The following choices are available:  • Long-term liquidity • Retirement • Asset diversification • Asset growth • Speculation

#### Risk/return diagram



After selecting the investment objectives, click the "Refresh" button. The risk/return diagram now shows the investment strategy determined from investment objectives given by the client. Below the diagram, you find an explanation on the determined strategy including the annual yield and the risk of loss over the last five years.

## Client profiling - Record - Investment objectives - Self-assessment

The client's self-assessment can differ from the determined strategy. If this is the case, select the investment strategy preferred by the client and click "Next".

## Client profiling - Record - Select risk class

If the risk class of the investment strategy determined from the structured entry and the investment strategy from the client's self-assessment differ, then select on this page the desired risk class together with the client. Enter the reasons for this decision in the "Comment" field, if possible.

# Client profiling - Record - Financial situation

Enter the client's assets and regular income. The financial situation is necessary to determine the risk class and the subsequent suitability test in the "Investment simulation" activity.

Enter the assets and regular income

Element	Options
Assets	<ul> <li>no/small income</li> <li>to 50 thousand EUR</li> <li>from 50 thousand EUR</li> <li>from 250 thousand EUR</li> <li>from 1 million EUR</li> <li>from 5 million EUR</li> </ul>
Liabilities	<ul> <li>to 50 thousand EUR</li> <li>from 50 thousand EUR</li> <li>from 250 thousand EUR</li> <li>from 1 million EUR</li> <li>from 5 million EUR</li> </ul>

01/31/2022 290 / 308



Element	Options
Income p. a.	<ul> <li>to 50 thousand EUR</li> <li>from 50 thousand EUR</li> <li>from 100 thousand EUR</li> <li>from 250 thousand EUR</li> <li>from 1 million EUR</li> </ul>
Income p. a.	<ul> <li>to 25 thousand EUR</li> <li>from 25 thousand EUR</li> <li>from 50 thousand EUR</li> <li>from 125 thousand EUR</li> <li>from 500 thousand EUR</li> </ul>
Income suprplus p.a.	<ul> <li>to 25 thousand EUR</li> <li>from 25 thousand EUR</li> <li>from 50 thousand EUR</li> <li>from 125 thousand EUR</li> <li>from 500 thousand EUR</li> </ul>

To record further information on the financial situation, enter the corresponding details as free text in the "Comment" field.

## Client profiling - Record - General data of participant

Shows the participant's general data and allows you to specify how the data is recorded.

In addition to general informative details on the participant, you can also select the entry type and enter data on the participant's occupation, education and possible self-employment.

## Client profiling - Record - Knowledge and experience

Define the client's knowledge and experience as well as the previous behaviour regarding financial transactions.

Financial instrument in EUR/foreign currency

For the individual financial instruments, select whether the client has the corresponding knowledge (and experience).



The information is necessary for the appropriateness and suitability test. If information on financial instruments that the client wants to buy as part of the investment advice is incomplete, then you will be prompted during the "Investment simulation" activity to add the information in the "Client profile" activity.

You can specify the client's knowledge and experience on the following financial instruments (in EUR and FX, respectively):

- Shares
- Bonds
- Funds
- Futures
- Options
- Warrants
- · Certificates

01/31/2022 291 / 308



For each financial instrument, you can select the level of knowledge and experience from the following options:

- Unspecified
- no knowledge
- has knowledge (includes experience)

#### Previous investment behaviour

Element	Options
Volume per transaction  How high was the average transaction volume?	<ul> <li>none</li> <li>to 10 thousand EUR</li> <li>from 10 thousand EUR</li> <li>from 25 thousand EUR</li> <li>from 50 thousand EUR</li> <li>from 100 thousand EUR</li> </ul>
Forward transactions on credit basis  Were there transactions on a credit basis, and if yes, up to which credit line?	<ul> <li>none</li> <li>to 50 thousand EUR</li> <li>from 50 thousand EUR</li> <li>from 100 thousand EUR</li> <li>from 250 thousand EUR</li> <li>from 500 thousand EUR</li> </ul>
Number of transactions p. a.  What was the average number of transactions per year?	<ul> <li>none</li> <li>to 10</li> <li>from 10</li> <li>from 25</li> <li>from 50</li> <li>from 100</li> </ul>

## Client profiling - Record - Minutes

The "Investment advice minutes" report is created from the data recorded up to this step. You can save and open the report as PDF. Then you can print the report and give or sent it to the client. After the activity is completed, the reports are also automatically archived. Thus, you can see the corresponding report in the activity on the "Completed" page or in the holder view under "Documents".

## Customer profiling - Record - Manage attachments

Add, view or delete documents relevant to the activity. This page is available until you finish the "Entry" subactivity.

To add a document, click the "Add attachment" button. The file size may not exceed 20 MB by default. To view the added document, just click the corresponding attachment.

— To delete the added document from the activity, hover over the corresponding attachment and click the "-" icon that appears.

## Client profiling - Record - Complete

If you have specified all data necessary for the activity, you can now complete and thus close the activity. Please notice that you will no longer be able to edit the activity after completing it. Therefore, if necessary, return to a previous step to check it.

Confirm the entered data by selecting the "Complete recording" checkbox.

01/31/2022 292 / 308





To complete the "Record" subactivity, click the "Complete" button. The activity can now be reviewed by the bank's corresponding department.

The "Completed" page that appears shows a summary of the activity's main data, making it quickly identifiable after completing the activity. Also, you can open the created report from this page.

# 15.1.2 Client profiling - Review

After the advisor has completed the "Entry" subactivity, the corresponding department can review the activity. This is carried out in the "Review" subactivity by using the linked report (which is also saved in the document archive).

#### See also:

- Client profiling Review Overview
- · Client profiling Review Review
- · Client profiling Review Complete

### Client profiling - Review - Overview

In the "Review" subactivity, you can check the activity recorded by the advisor. For this purpose, the "Overview" page shows a summary providing the most important information on this activity.

To review the activity in more detail, use the created report in the "Documents" section and possibly added documents in the "Attachments" section, if available. To open a document, click the corresponding file.

## Client profiling - Review - Review

The review status can either be "Unchecked", "Rejected" or "Checked". To complete the review of the activity, you must select either the "Rejected" or the "Checked" option.

To reject the completed activity, enter the reasons for the rejection in the "Comment" text field.

# Client profiling - Review - Complete

When completing the "Controlling" subactivity, the summary also contains the "Review" section, showing the review status as well as the possibly entered comment.

For more information, see Client profiling - Record - Complete".

### 15.2 Investment simulation

With the "Investment simulation" activity, you can carry out and document the entire restructuring and order execution.

Before carrying out the "Investment simulation" activity, you should enter or update the client's MiFID-relevant data in the "Client profiling" activity. Check whether the data is complete and up-to-date. If this is not the case, a corresponding message appears during the "Investment simulation" activity.

# 15.2.1 Workflow of the "Investment simulation" activity

The "Investment simulation" activity consists of three consecutive subactivities:

01/31/2022 293 / 308



- 1. In the "Record" subactivity, the advisor records the issues discussed during the meeting and creates a report of the Investment advice meetings.
- 2. In the "Execute" subactivity, the report is provided to the client and the orders are executed.
- 3. In the "Review" subactivity, the corresponding department reviews the completed activity.



To start the next subactivity, a subactivity must be confirmed using the corresponding "Complete" page. Notice that you cannot edit a subactivity after it is completed.

#### See also:

- · Investment simulation Record
- Investment simulation Execute
- Investment simulation Controlling

### 15.2.2 Investment simulation - Record

In the "Record" subactivity, you record all investment-relevant information to be included in the "Investment advice minutes" report. For example, you define the occasion and the content of the meeting. Also, you define the asset components and the corresponding portfolio restructuring. The investment decisions are subjected to an appropriateness and a suitability test and simulated in a target asset summary. Next, you enter the product-specific information on risks and costs as well as the information material provided to the client. From this and other data, the corresponding "Investment advice minutes" report is created.

#### See also:

- · Investment simulation Record Start page
- Investment simulation Record Client alerting
- · Investment simulation Record Asset overview
- Investment simulation Record Occasion
- Investment simulation Record Asset components
- Investment simulation Record Third-party assets
- Investment simulation Record Restructure
- Investment simulation Record Asset simulations
- Investment simulation Record Plan portfolio structure
- · Investment simulation Record Securities purchases
- Investment simulation Record Result check
- Investment simulation Record Further comments
- Investment simulation Record Order placement/transaction conclusion
- · System simulation Record Minutes
- · Investment simulation Record Pay agreement
- Investment simulation Record PIB/KIID generation
- Investment simulation Record Manage attachments
- Investment simulation Record Complete

# Investment simulation - Record - Start page

The start page of the "Investment simulation" activity corresponds to the "Start" page of the "Client profiling" activity. For more information, see Client profiling - Record - Start page.

Also, you select the "Meeting type" for this activity. If the investment advice is given face-to-face, select the "In person" option, or select "By phone" in case of a phone call.

01/31/2022 294 / 308



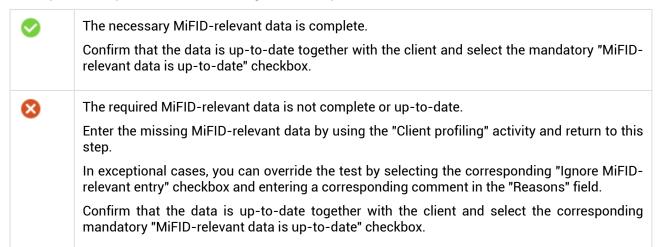
### Investment simulation - Record - Client alerting

On this page, the application checks whether the client's data is complete, up-to-date and suitable by using the corresponding client monitoring analyses. If the client's MiFID-relevant data is not up-to-date or does not match the specified investment limits, then a corresponding status icon appears. In this case, record the required data by using the "Client profiling" activity before continuing with the current activity. If there are new sell recommendations by the bank, then these also appear on this page. You can take these sell recommendations into account together with the client during this activity.

The results of the corresponding tests are indicated by status icons.

#### MiFID alerting

In this section, the applicatinchecks if the MiFID-relevant data for the holder and the corresponding persons is complete and up-to-date. The following results are possible:



#### Suitability status

The corresponding portfolios are checked for the client's investment goals, knowledge and experience as well as the financial situation. The following results are possible:

	The suitability test was successful for all relevant portfolios.
8	The suitability test was not successful.

### Sell recommendations

Here you see instruments that are not longer suited to reach the client's investment goal. The recommendations result from the comparison of the actual portfolios and the focus list. The focus list (or cover list) is the list with recommendations of the bank's research department for a certain security universe.

<b>Ø</b>	No sell recommendations result from the comparison of the actual portfolios and the focus list.
8	There are sell recommendations from the focus list for the securities in the actual portfolios.

01/31/2022 295 / 308





In exceptional cases, you can ignore the recording of the missing MiFID-relevant data with the "Client profiling" activity at this point. To do this, select the "Ignore MiFID-relevant data recording" checkbox and enter the reason for this decision in the "Reasons" free text field. Note that the missing data will also be missing in the "Investment advice minutes" report.

#### Investment simulation - Record - Asset overview

In the asset summary, you see the security positions and the available liquidity for the entire portfolio.

Depending on the amount of positions and the display size, the upper table can be quite extensive, making it necessary to scroll vertically and horizontally. In addition to the common information, the table on the top shows also the recommendation from the focus list for every security, if available.

In the bottom section, you see an overview of the asset allocation showing the amount of equity, assets, liquidity and term-deposits.

On the bottom left, the structure of the asset classes is illustrated as a pie chart.

### Investment simulation - Record - Occasion

Define the topics discussed during the meeting and who initiated the meeting.

The following options are available on this page:

#### Meeting initiated by

Select whether the meeting was initiated by the client (or the client's legal representative) or by the bank.

#### **Topics**

Select at least one topic discussed in the meeting by selecting the corresponding checkbox. If nothing fits, you can also enter a custom topic in the "Other" text field.

You can select from the following topics:

Element	Description
Investment of new liquidity	If securities are to be bought using new liquidity, then select this checkbox.
Capital withdrawal	If the client needs to withdraw available capital from the portfolio, then select this checkbox.
Current market situation	If the current capital market situation is discussed, then select this checkbox.
Basic investment strategy	If the basic investment strategy for the securities account is discussed, then select this checkbox.
Investment ideas from central bank research	If investment ideas from the central research department of the bank are discussed in the meeting, then select this checkbox.

01/31/2022 296 / 308



Element	Description
Other	If none of the predefined subjects fits the actual conversation or there are further topics relevant for the investment advice, then select this checkbox and enter the corresponding topic in the text field.

### Significant concerns

Record the client's concerns and the weighting of those concerns that are significant to the client's investment objectives. The "Significant concerns" voiced in the discussion of the investment advice go beyond the recorded client's profile. Also record if the client's significant concerns and the weighting of those change during the meeting.

### Investment simulation - Record - Asset components

This page shows a summary of the client's total assets in different asset components.

Asset components are used to manage different parts of the client's assets subject to certain, usually contractually agreed types of asset management. This allows you to also take into account third-party portfolios in the "Investment simulation" activity.

The "Asset components" page contains the following elements:

Existing asset components (that is, portfolios)

This table shows an overview of the available asset components representing existing portfolios.

The following columns are shown in the table for the existing asset components:

- · Portfolio name
- Investment type
- Assets
- Liquidity

#### Create new asset components

Create new asset components for the restructuring, if necessary.

Element	Description
Name	In the "Name" field, enter a meaningful name for the new asset component.
Investment type	Select the investment type of the new asset component in the drop-down list.  By default, you can select from the following:  Investment advice  No advice  Asset management mandate  Asset management product  Third-party portfolio
+	Creates new asset components.
_	Deletes new asset components.

01/31/2022 297 / 308



Element	Description
<b>=</b> _	Deletes all new asset components.

## Investment simulation - Record - Third-party assets

If you have selected the "Third-party portfolio" investment type, then a corresponding page for entering the third-party portfolio appears. In this way, you can also take into account portfolios from other banks and thus realistically represent the client's entire assets.

For the third-party portfolio, enter the liquidity as well as the individual security position or the total of all the security positions.

### Investment simulation - Record - Restructure

For each asset component, enter the amount and purpose of the restructuring. Confirm your input by clicking the "Update" button. Check your input again and then click "Next".

The pie chart and the table to the right show the allocation of the total assets by various investment types after the planned restructuring.

Distribution after current planning

Element	Description
Investment type	The investment type of the asset component.
Actual value	The percentage value of an asset component before the restructuring.
Planned value	The percentage value of an asset component after the restructuring.
Change planned/actual	The percentage change of the investment type as a share of the total portfolio after the restructuring.
Change	The graphical representation of the percentage change of the investment type as a share of the total portfolio after the restructuring.

#### Restructuring of the asset components

Element	Description
Name	The name of the asset component.
Investment type	The investment type of the asset component.
Current assets	The total value of an asset component including liquidity and securities.

01/31/2022 298 / 308



Element	Description
Current liquidity	The available liquidity in an asset component.
ST	The result of the suitability test. With the suitability test according to MiFID, the portfolio is assessed regarding the investment objectives, knowledge and experience as well as the financial situation of the client recorded with the "Client profiling" activity.
Restructuring purpose	The restructuring purpose for the respective asset component. The following entries are available:  • Investment/withdrawal  • Individual restructuring  • Strategy monitoring  • Resolution  • No action
Restructuring amount	The amount to be restructured for an asset component.
Total	The total of all restructuring amounts.

## Investment simulation - Record - Asset simulations

Under "Asset simulations", you find the individual asset components as substeps. Select the asset component and specify the required transactions. Confirm your input by clicking the "Update" button. Check your input again and then click "Next".

The pie chart and the table to the right show the asset allocation of an asset component after the current planning.

Asset allocation of the asset component after current planning

Field	Description
Asset class	Possible asset classes here are:  • Shares • Liquidity • Warrants • Bonds • Other asset classes
Actual value	The percentage value of an asset class before the restructuring. The column is shown only for existing asset components.
Planned value	The percentage value of an asset class after the restructuring.
Investment type/name	The investment type (in bold) and below the name of the asset component.

01/31/2022 299 / 308



Field	Description
Restructuring purpose	The purpose or reason for the restructuring of the respective asset component.
Planned value assets	The total value of the security positions and the available liquidity after the restructuring.
Planned value security positions	The total value of the securities after the restructuring.
Planned value liquidity	The available liquidity after the restructuring.

## Investment plan list

Field	Description
Transaction type*	Select the required transaction type from the drop-down list.
Security*	Enter the name, ISIN or WKN of the corresponding securities and confirm by pressing <return>.</return>
	Or click the "Search" icon to find the security by using the object search.
	Or select a security already existing in the securities account.  Click the icon and select the required security in the list.
WKN	The WIK of the security. The WKN is automatically entered if you determine the security by using the object search.
Nominal value	Enter the quantity or nominal value for the corresponding security.
Amount	The total amount of the transaction.
AT	The result of the appropriateness test.  The appropriateness test according to MiFID checks whether the client's knowledge and experience (or the knowledge and experience of the client's legal representative) is sufficient to understand and assess the risks of a given financial instruments in the investment plan list.  The result of the appropriateness test is indicated by a status icon.

01/31/2022 300 / 308



Field	Description
	The appropriateness test was successful or not required by the transaction type.
	The appropriateness test was not successful.
	The appropriateness test was ignored. That is, the security was added to the planned portfolio despite an unsuccessful appropriateness test.
	The appropriateness test was not successful due to errors.
PT	The result of the permissibility test. The result shows whether the security is part of the advisory universe defined by the focus list.  The result is indicated by status icons similar to the appropriateness test.
PIB/KIID	Shows whether product information in the form of a PIB or KIID is available for the corresponding security. The corresponding documents are generated at a later stage.
	The result is indicated by status icons similar to the appropriateness test.

# Investment simulation - Record - Plan portfolio structure

If all tests for the corresponding transactions of the asset components were successful, then a planned asset summary and a graphical representation of the indicators is shown for each asset component.

#### See also:

- Investment simulation Record Planned asset summary
- · Investment simulation Record Financial indicators

Investment simulation - Record - Planned asset summary

For each asset component, an asset summary is shown as a simulated planned portfolio.

In the table above, you see the various securities. In the first column, "Position", you see the current quantity or the nominal value of a security. The planned position is shown in the "Position (plan)" column.

In the left section, you find more information on the context of the activity, for example, the name of the activity and the corresponding portfolio.

In the bottom right, you see a pie chart representing the planned assets divided in asset classes.

01/31/2022 301 / 308



Investment simulation - Record - Financial indicators

For each asset component, you see the resulting analyses as a graphical representation of the most important indicators. The analyses show the state before and after the planned restructuring, that is, the actual and the planned state.

The following analyses are shown by default:

- · Asset class analysis
- · Currency analysis
- · Region analysis
- · Risk class analysis

### Investment simulation - Record - Securities purchases

For each planned security purchases, record the necessary information on the risk and costs as well as the information material provided to the client.

#### See also:

- Securities purchases Additional information
- Securities purchases Information material

Securities purchases - Additional information

Record the product-specific risks and costs provided to the client. You can also add the reasons for the recommendation a well as specific client instructions for the transactions.

Distribution after current planning

Additional information on heightened product-specific risks	Select the product-specific risks heightened compared to other products that you explain to your client by selecting the corresponding checkboxes. You can select from the following:
	<ul> <li>Risk of total loss</li> <li>Prepayment risk</li> <li>Currency risk</li> <li>Credit standing risk</li> <li>Interest rate risk</li> <li>Liquidity risk</li> <li>Also enter the corresponding minimum time to maturity for the security.</li> <li>You can enter additional product-specific risks and associated topics in the "Further explanations" free text field.</li> </ul>
Security*	Enter the name, ISIN or WKN of the corresponding securities and confirm by pressing <return>.</return>

01/31/2022 302 / 308



#### Reasons for recommendation

Field	Description
Reasons for recommendation*	Give the reasons for why the investment recommendation is the right choice for reaching the client's investment objective. Use this free text field to fully represent the client's unique situation and specific concerns. This allows you to record and show why the investment advice is really suitable for the client's objectives.

### Related third-party costs and inducements to the institution

Field	Description
One-off costs	Information on costs for the security.
Ongoing charges	Information on the recurring costs for the security.
Inducements	Information on the inducements for the distribution of the recommended instrument.

#### Specific client instructions for order execution

Field	Description
Client instructions	Enter the client instructions for the order execution in the free text field.

Securities purchases - Information material

Record for a given security the date and the way you provided additional information material to the client.

### Investment simulation - Record - Result check

The "Test results" page appears only if the appropriateness or suitability test was not successful.

If a test was not successful, then return to a previous step to adjust the corresponding planned position and resolve the conflict. In exception cases, you can ignore the test. To do this, select the "Ignore appropriateness test" checkbox. Always enter a reason for this decision.

### Investment simulation - Record - Further comments

If there were also other topics discussed during the meeting, use the free text field to record the meeting as completely as possible.

### Investment simulation - Record - Order placement/transaction conclusion

Use this option to specify whether there was an order placement/conclusion of the transaction.

If you select the "yes, on" option, then also enter the corresponding date.

01/31/2022 303 / 308



## System simulation - Record - Minutes

The "Investment advice minutes" report is created from the data recorded up to this step. You can save and open the report as PDF. Then you can print the report and give or sent it to the client. After the activity is completed, the reports are also automatically archived. Thus, you can see the corresponding report in the activity on the "Completed" page or in the holder view under "Documents".

### Investment simulation - Record - Pay agreement

To generate the PIBs and KIIDs for the purchased securities from the investment plan list, confirm that you agree to pay for this service by selecting the checkbox on this page.

## Investment simulation - Record - PIB/KIID generation

At first you see a progress display for the generation of the documents for the corresponding investment products. A check sign appears after the documents are successfully generated. The generated documents can be found in the "Holder" view under "Documents".

### Investment simulation - Record - Manage attachments

For more information, see Customer profiling - Record - Manage attachments.

### Investment simulation - Record - Complete

On the "Complete" page, you see, in addition to the familiar summary of the recorded data, the resulting entries in the investment plan list that will also appear later in the order report.

For more information on this page, see Click profiling - Record - Complete".

### 15.2.3 Investment simulation - Execute

After the "Entry" subactivity is completed, the middle office can continue with the "Execution" of the resulting orders and record that the investment advice minutes were provided to the client.

#### See also:

- Investment simulation Execute Provide minutes
- Investment simulation Execute Order log
- Investment simulation Execute Close

## Investment simulation - Execute - Provide minutes

Click the calendar icon to quickly select the date on which the investment advice minutes were provided and enter the time in the format hh:mm. To confirm that the investment advice minutes were or will be provided to the client, select the "Minutes were/will be sent/handed over".

For the meeting in person, the date is when the investment advice minutes were handed over, for the investment advice by phone the date when the minutes were send.

In the free text field, you can also add comments on the providing of the minutes.

In the "Documents" section, you see the generated documents (investment advice minutes, product documents and so on) that you can open by clicking.

01/31/2022 304 / 308



## Investment simulation - Execute - Order log

You can use the order report with the order list to place the resulting orders.



If the corresponding interface is activated, you can also place the orders directly from Infront Advisory Solution.

#### Investment simulation - Execute - Close

For more information, see Client profiling - Record - Complete.

# 15.2.4 Investment simulation - Controlling

After the advisor has completed the "Entry" subactivity, the corresponding department can review the activity.

#### See also:

- Investment simulation Controlling Overview
- Investment simulation Controlling Controlling
- Investment simulation Review Complete

### Investment simulation - Controlling - Overview

For more information, see Client profiling - Review - Overview.

## Investment simulation - Controlling - Controlling

For more information, see Client profiling - Review - Review.

## Investment simulation - Review - Complete

For more information, see Client profiling - Review - Complete.

## 15.3 Internal note

With the "Internal note" activity, you can save client-related notes such as for a new investment recommendation or an informal conversation with a client.

#### See also:

- Internal note Record Start page
- Internal note Record Internal note
- Internal note Record Manage attachments
- Internal note Record Complete

# 15.3.1 Internal note - Record - Start page

The "Start" page of the "Internal note" activity corresponds in large part to the starting page of the "Client profiling" activity. For more information, see Client profiling - Record - Start page.

01/31/2022 305 / 308



### 15.3.2 Internal note - Record - Internal note

In the "Note" free text field, you can enter a text.



Furthermore, you can add a security to the note. To do this, enter the name, ISIN or WKN of the security in the input field and click the "Search" icon or confirm the input by pressing <RETURN> In the search dialogue window that appears, you select the corresponding security and add it to the "Internal note" with "OK".

- + To add another security to the "Internal note", click the "+" icon and proceed in the same way.
- To remove a security, click the corresponding "-" icon.
- To remove all securities, click the "Remove all entries" icon.

# 15.3.3 Internal note - Record - Manage attachments

In the "Internal note" activity, you can also attach additional documents. For more information, see Customer profiling - Record - Manage attachments.

# 15.3.4 Internal note - Record - Complete

The completion of the "Internal note" activity corresponds to that of the "Client profiling" activity. For more information, see Client profiling - Record - Complete.

01/31/2022 306 / 308



# 16 HTTPS configuration

Read here how technical administrators can switch your Infront Advisory Solution to an HTTPS connection. To set up an HTTPS configuration for your Infront Advisory Solution, you must make the following changes in the SSL configuration:

- 1. Copy the file "..\vwd portfolio manager\ 6\sys\httpd.template.config" into the folder "..\vwd portfolio manager\local\sys" (<local directory> of your installation).
- 2. Also copy the file "..\vwd portfolio manager 6\server\websrv\conf\extra\httpd-ssl.conf" into the folder "..\vwd portfolio manager\local\sys".
- 3. Adjustments in the file "...\vwd portfolio manager\local\sys\httpd-ssl.conf":
  - Comment out the following line by adding the comment character # at the beginning of the line:
    - ServerName www.example.com:443
  - Add the "SSLCertificateFile" entry so that it points to your valid certificate file for this address.
     Example: SSLCertificateFile "\${LOCALSYS}conf/musterbank.crt"
  - Add the entry "SSLCertificateKeyFile" so that it refers to your key file belonging to the certificate.
    - Example: SSLCertificateKeyFile "\${LOCALSYS}conf/musterbank.key"

      The certificate(\*.crt) and key files (\*.key) are not delivered with the installation of Infront Portfolio Manager, but must be issued by the certification authority for the respective institution (for example, the bank) and the specific host name.
  - Copy these two files(\*.crt and \*.key) into the folder "..\vwd portfolio manager\local\sys\conf".
     To do this, create the "conf" folder under the "sys" folder in the <local directory>.
  - Add the following lines before the end tag of the <VirtualHost> block of the file:
     RewriteEngine on

**RewriteOptions Inherit** 

- 4. Adjustments in the file "...\vwd portfolio manager\local\sys\httpd.template.config":
  - Remove the comment character # at the beginning of the following line:
     #LoadModule socache\_shmcb\_module modules/mod\_socache\_shmcb.so
  - Remove the comment character # at the beginning of the following line: #Include \${LOCALSYS}httpd-ssl.conf
- 5. Optional (if **only** HTTPS connections are allowed for the server): Changes in the file "...

### \program\sys\httpd.template.config":

• Comment out the following line by adding the comment character # at the beginning of the line: Lists \$(central.websrv.port)

01/31/2022 307 / 308

Infront Financial Technology GmbH Mainzer Landstraße 178 – 190 60327 Frankfurt am Main

Customer Service: +49 69 26095760 E-mail: supportde@infrontfinance.com

www.infrontfinance.com