



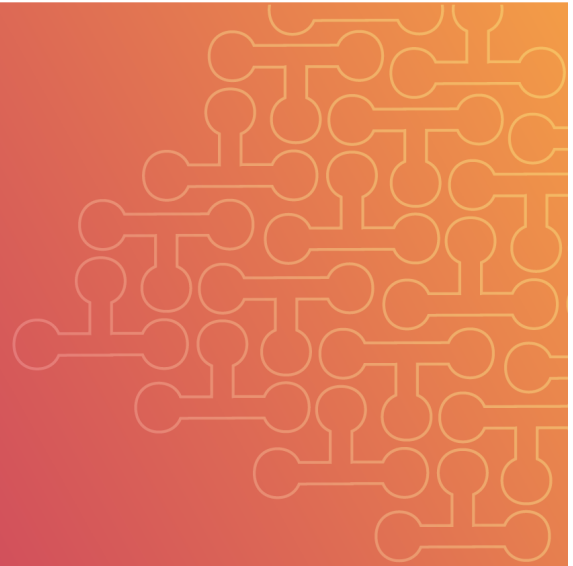
# APL Extract System

User Guide

2024, CONFIDENTIAL-LIMITED

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# Chapter 1: Overview

**Note:**

This document replaces the following materials:

- *Extract User Guide.pdf* (July 2008)
- *APL Extracts\_Performance\_Set Up.pdf* (July 2008)
- *UMA Sleeve Level Extracts.pdf* (May 2013)

The APL-as-vendor EXTRACT tool was created in order to provide a standard method for pulling data stored in the APL system.

WHAT NEXT (eaapdev10) ? EXTRACT  
EXTRACT (PUBLIC)

Data downloads for the APL system, can be generated daily, weekly, monthly or quarterly. Files are generated via templates that are APL client-maintained.

After the templates run on APL, the Client moves the download files from the APL directory, to the PC using FTP package or whatever transfer protocol package that the Client subscribes to.

## 1.1 Select Vendor

There are different sets of extracts, which are referred to as Vendors, designed to solve specific Client needs.

- [APL \[available layouts\]](#)
- [UMASLV \(MSP\) \[available layouts\]](#)

**Note:** File layouts for each Vender are available on Product Management SharePoint site.

## 1.2 Select Desired Option

The templates define the account selection, date range, and desired download reports. The user can Create, Edit and Run templates from the APL Extract System.

```
Welcome to the APL EXTRACT SYSTEM
Select Desired Option

Edit Extract Templates
Run Extract Templates
Browse Extract Downloads
Edit Custom Account Field Table
Edit Custom Security Field Table
HELP With Extracts
Technical HELP with Extracts
* Include Client to a New Vendor
* Template Run Time Information
* Enable/Disable MSP extract selection
```

# Templates

A template is a grouping of Extract files (similar to a PACK in Flexpack). Within the Template, the user defines the extract files, account selection and date range.

It may prove valuable to set up 3 types of templates:

- a. **Initial Setup Template.** If you need to collect a base set of data. Note that table files are automatically run along with the data file that you indicate. Example: Transaction Type Mapping Table automatically runs with the TRANSACTIONS extract.
- b. **Daily Template.** Include all files that need to run daily.
- c. **Update Template.** Include all files or tables that you might want to refresh periodically.

Templates include the following criteria/data items:

- Template Name (assigned when saving)
- Template Description
- Begin/End Date
- Account Selection
- Options - Main account identifier used by Client
- Download Reports (selection)

The right hand side of the template indicates which downloads will run.

## How to create a new template

1. Select a Vendor
2. Select **Edit Extract Templates**
3. Select **EDIT** (you can also **COPY** an existing template)
4. Select **NEWTEMPLATE** (or other, if you're doing a **COPY**)
5. Enter the template criteria, including a description
6. Use **F8 Extract Settings** to adjust report specific criteria
7. Use **F11 Shared Settings** to adjust several behavior options that affect all extracts
8. Click **F10 Save** when the desired criteria has been entered

## How to run a template

1. Select a Vendor
2. Select **Run Extracts Templates**
3. The template criteria will be displayed.
4. At the *Proceed to run this template?* prompt, select **YES**

**Note:** Clients have the ability to run EXTRACT online. This is not recommended as some of the extract files require significant CPU processing. Automating extract files in nightly control jobs is recommended.

Once the files have been generated, you can **Browse Extract Downloads** from the EXTRACT menu.

Most of the extract templates (if not all) are generated via nightly control jobs. The control jobs can be setup by the Client Services.

Once the template has been created in the Template System, Client Services will schedule the extract job to run nightly after all normally processing in completed. Files can be sent (or FTP) to desired locations.

# 1.3 Edit Custom Account Field Table

This feature allows the user to define which Account Master fields will be captured in the Account Master Extract file.

CIS EXTRACT SYSTEM Vendor: APL CUSTOM ACCOUNT FIELD TABLE				F3-Exit F10-Save
FIELD PURPOSE	GEN	APL	DATA	
	FLD	FIELD	BASE	
Account Administrator Code	C001	ADM	EDAC	
Audit Code	C002	AUDIT	EDAC	
Account Bank Code	C003	BANK	EDAC	
Account Beginning Date	C004	BEGDTE	EDAC	
Account Broker Percentage	C005	BRKPCT	EDAC	
Account Character	C006	CHARAC	EDAC	
Account Close Date	C007	CLODT	EDAC	
Account Custodian	C008	CUSTOD	EDAC	
Account Desired Broker	C009	DESBK	EDAC	
Account Designated Percent of Fixed Income	C010	DESPFIX	EDAC	
Account Designated Percent of Equity	C011	DESPCT	EDAC	
Account Discretionary Field	C012	DISCRT	EDAC	
Account Discretionary Voting	C013	DISVOT	EDAC	
Account Family Code	C014	FAMILY	EDAC	

F6-Add/Delete APL Field    F8-Change Column Order    F9 Sort

# 1.4 Edit Custom Security Field Table

???

## 1.5 Copy a Template

1. Select Edit Extract Templates from the main extract menu.
2. An action menu displays. Select COPY. Press ENTER.
3. Select a template. Press ENTER.
4. Type the name of the new template. Press ENTER
5. You are asked to confirm the addition and copy information from the original template to the new template. Select YES and press ENTER

## 1.6 Delete a Template

1. Select **Edit Extract Templates** from the main extract menu.
2. An action menu displays. Select **DELETE**. Press ENTER.
3. Select a template name from the menu. Press ENTER.
4. You are asked to confirm the deletion. Select YES. Press ENTER

A message displays confirming the deletion.

## 1.7 Rename a template

To rename a template:

1. Select Edit Extract Templates from the main extract menu.
2. An action menu displays. Select RENAME. Press ENTER.
3. Select a template name from the menu. Press ENTER.
4. Type the new template name. Press ENTER.
5. You are asked to confirm the name change. Select YES. Press ENTER

A message displays confirming the name change..

## 1.8 Add a Client to a New Vendor

1. Select **Include Client to a New Vendor** from the main Extracts screen. Press ENTER.
2. You are asked to confirm that a new vendor needs to be added. Click YES. Press ENTER.
3. A list of vendors displays. Select a vendor. Press ENTER
4. A list of account ID types displays. Select an ID type. Press ENTER
5. A status screen displays followed by a confirmation screen. Click YES to add the vendor

A confirmation message displays.

The new vendor is added to the vendor menu list that will appear when you first log in to the extract system. If necessary, run an extract again to include the new vendor.

# Chapter 2: APL (Vendor)

*Standard (Generic) Extracts*

## 2.1 Specific Reports

How to modify specific report criteria

1. While creating/editing a Template, click F8
2. Select SPECIFIC REPORTS
3. Select one of the following:
  - a. ACCOUNT
  - b. POSITION
  - c. PERFORMANCE
  - d. TRANSACTIONS
  - e. PORTCHANGES
  - f. GAINLOSS
4. Make the desired changes
5. Click F10 to return to the template criteria screen

### Account

The user can select from the following Behavior Settings:

- ALL (default)
- A - Account only
- N - Name only
- R - Residence only
- B - Broker only
- C - Custom only

### Position

The user can select from the following:

- Extract Delimiter: Pipe or Fixed
  - F (default)
  - P - If the option is selected, press F1 to view all possible extract templates. The user must change each desired extract to P in order to run these extracts utilizing the Pipe Delimited format. Changing the setting on the Position Behavior Setting screen simply allows you to modify the extract delimiter setting
- Position Extract Records - The user can choose to collapse (DETAILED) or roll-up (SUMMARY) tax-lot data in the position file
  - SUMMARY AND DETAILED (default)
  - SUMMARY ONLY
  - DETAILED ONLY
- Tag Sales (applies to TAXOPT Multiple Position file only) - The option allows users to tag all sales (gains and losses) in the past 30 days **or** tag only losses in the past 30 days. The tag (or code) is -999 and will appear in the quantity on the file. This helps to identify those tax-lots that violate wash sale.
  - GAINS\_AND\_LOSSES (default)
  - LOSSES\_ONLY
- Include Both AMORTIZED and NON-AMORTIZED Cost? - The file layout will be extended if both values are captured
  - YES (default)/NO
- Amortization Method
  - Options:

```
CHOOSE A VALUE OR HIT 'ESC' FOR KEY HELP
-----
N NONE (DEFAULT)
F FULL - ALL BONDS
P PREMIUM BONDS ONLY
Y YIELD(SCIENTIFIC) METHOD ALWAYS
Z ZERO COUPON OR PREMIUMS ONLY
M MUNICIPALS AND PREMIUMS ONLY
C ZERO COUPONS OR PREMIUMS ONLY(YIELD)
S YIELD(SCIENTIFIC) METHOD EXCEPT WHEN POOL NE 0
E SAME AS S METHOD EXCEPT USES EFFECTIVE MATURITY
```

## Performance

In May, 2008, the APL Extracts were enhanced to accommodate performance data, including the display of trailing 3, 5, 7, and 10 year returns.

The user can select from the following:

- Portfolio Extract Build
  - TOTAL (MON - THU) AND SECTOR (FRI)
  - TOTAL PORTFOLIO ONLY (MON - FRI)
  - SECTOR PORTFOLIO ONLY (FRI)

- Portfolio Extract Sectors
  - ALL (default)
  - The user can choose to generate data based on individual sectors.
- NET and GROSS of Fees Performance
  - YES (default)/NO
  - The user can choose to generate performance data GROSS of Fees (default) or GROSS and NET of Fees
- Include 3,5,7 and 10 Year Trailing Returns - Including these new file records will expand the length of the layout by 40 characters, 10 characters per record.
  - YES/NO (default)
- Build Relative Return extract
  - YES/NO (default)
  - The Relative Return extract is an optional file that can be generated along with the performance file. The Relative Return file provides comparison calculations for each of the time periods in the corresponding account performance file. The purpose is to link account performance to industry benchmarks. **Additional setup is required.** If interested, please contact Client Services.

## Transactions

The user can select from the following:

???

## Port Changes (Applies to MSP Extracts only)

The user can select from the following:

- Portfolio Extract Build
  - TOTAL (MON - THU) AND SECTOR (FRI)
  - TOTAL PORTFOLIO ONLY (MON - FRI)
  - SECTOR PORTFOLIO ONLY (FRI)
- Portfolio Extract Sectors
  - ALL

## Gain/Loss

The user can select from the following:

- Include Both AMORTIZED and NON-AMORTIZED Cost? The file layout will be extended if both values are captured

- YES (default)/NO
- Amortization Method
  - Options:

```
CHOOSE A VALUE OR HIT 'ESC' FOR KEY HELP
N NONE (DEFAULT)
F FULL - ALL BONDS
P PREMIUM BONDS ONLY
Y YIELD(SCIENTIFIC) METHOD ALWAYS
Z ZERO COUPON OR PREMIUMS ONLY
M MUNICIPALS AND PREMIUMS ONLY
C ZERO COUPONS OR PREMIUMS ONLY(YIELD)
S YIELD(SCIENTIFIC) METHOD EXCEPT WHEN POOL NE 0
E SAME AS S METHOD EXCEPT USES EFFECTIVE MATURITY
```

## 2.2 Field Formatting

The user can select from the following:

- Extended Security Description - The default length is 11 characters. It can be increased to 45 by selecting YES
  - YES/NO (default)
- Performance Sector ID up to 4 characters if applicable for MSP Extract (Confirm File Read)
  - YES/NO (default)

## 2.3 Shared Settings

The user can select from the following:

- Transaction/Position/Industry Table SIC Code
  - SIC (default)
- Build Update records only - This directs the APL Client to only generate files for changes (or updates) made to the data sets. Extract files are created ONLY for those accounts that have changed since the last EXTRACT run for that template. This feature only applies to the Position, Transaction and Gain/Loss extracts. Other file types (i.e. Account and Performance) are not eligible for Updates Only.
  - YES/NO (default)

## How “Updates Only” works

*Extract Log File:* Each time an EXTRACT template is run, the Extract Log File is stamped with a new record containing the Template Name, Template Run Date and Template Run Start time. This results in a log file with multiple records for each template.

Date of last template run: The Template Run Date for the most recent date record for that template

Time of last template run: The Run Start Time for the Date of last template run

**Sample:** EXTRACT SYSTEM TEMPLATE LOG FILE

**Template:** TEST

User	Start Date/Time	Run Time
1003	20000705 13:31:13	00 hrs 00 mins 09 sec
1034	20000705 13:42:19	00 hrs 00 mins 10 sec
965	20010328 10:06:16	00 hrs 00 mins 40 sec
1005	20011211 13:38:13	00 hrs 00 mins 38 sec
1005	20011211 13:42:57	00 hrs 00 mins 38 sec

# Chapter 3: UMASLV

## *MSP Extracts*

This vendor allows position and transaction data to be pulled on either the sleeve or strategy levels. You may opt to view the extracted data by submanager, strategy, or a custom grouping of files. The extract process generates a separate file for each sleeve that you run an extract for.

Both the Position Extract and Transaction Extract allow you to:

- Extract position and transaction data at the sleeve level
- Group the extracted files by submanager, strategy, or a custom grouping
- View all untagged or unknown tagged positions and transactions in a separate file
- View all EDPORT/EDGL data columns in the position and transaction extract file(s)

The Position Extract allows you to:

- Select to view positions based on either strategies or manager codes and subsequently submodels
- View the position extract for all submanagers or strategies in a single file or in individual files for each submanager, submodel, or strategy
- View the beginning and ending sleeve date and market value
- Enter a specified closing market value tolerance for submodels or sleeves
- Display sleeve current market value in both the summary and the detail portion of the extract
- View aggregate positions by submanager or strategy without account-level information in the manager or strategy files
- Select to report on holdings at either the TAXLOT (detail) or POSITION (summary) level by account and/or by sleeve
- View total sleeve cash inclusive of both tagged and untagged cash transactions
- View total sleeve market value for each sleeve file and/or any collated or grouped files

**Note:** If the Position Extract Function does not detect any data for one or more specified sleeves, an empty file will be created and named according to the function's naming convention.

The Transaction Extract allows you to:

- View transactions for specified transactions types
- Automatically allocate untagged cash transactions to each sleeve based on the %Cash column in the master model. These transactions will display in the sleeve file with a sleeve tag of BLANK

**Note:** If the Transaction Extract Function does not detect any data for one or more specified sleeves, an empty file will be created and named according to the function's naming convention.

The extract functions provide raw data only, pulling data from EDPORT, EDGL, EDMSECT, etc.

## 3.1 Creating a new UMA template

To create a new template:

1. Select Edit Extract Templates from the main extract menu. An action menu displays
2. From the menu, select EDIT. Press ENTER. A menu listing templates displays
3. Select NEWTEMPLATE from the menu. Press ENTER
4. The Extract System Screen will appear. In the Template Name: field, type a name. Press TAB
5. In the Template Description: field, enter a description. Press TAB
6. In the Begin Date: field, enter a beginning date. In the Ending Date: field, enter an ending date. Or, press F2 to view a list of available date variables to enter
7. Press F6 to access the Template Account Selection screen

On this screen you can view the account selection that defaults to OBJECT EQ MSP, the MSP field, and the value defined in the MSP configuration file. This may not be overwritten but you may expand the account selection.

8. To expand the account selection by either a submanager code or a strategy code, press F7. The following menu will appear:
9. Select By Manager/Sub-Model or By Strategy as appropriate

## 3.2 Selecting accounts by manager and submodel code

Using the Template Account Selection screen, you can specify the account selection criteria followed by submanager codes and consequently submodels.

**Note:** In addition to viewing the extract(s) for each sleeve, you can view the transactions and positions tagged with a BLANK and/or UNKNOWN sleeve tag.

1. Press F6 from the Extract System Screen

The Default: field is predefined with OBJECT EQ MSP and may not be overwritten but you may expand the search criteria.

2. If you know the criteria to specify, type the account selection criteria, submanager codes, and strategy codes to define the search parameters. Press TAB to update the number of accounts in the Total Account(s): field

Or, if you need assistance with specifying the criteria, press F7 to select from a list of codes.

3. From the Data Selection screen, select By Manager/Sub-Model. Press ENTER

The Template Manager / Sub-Model screen will appear.

4. Press F7 and specify the submanagers. Please refer to “F7 Submanager” on page 16 for additional information on the manager code list

**Note:** The list of submanagers reflects those listed on the Edit User ID/ Manager Mapping Table. You may select some or all of the manager codes from the list. If you select All from the list, the system will dynamically update the selection within the template every time a new submanager code is added to the MSP platform.

Press F10 to save your selection.

5. Press F8 to select submodels associated with the previously-selected submanagers. Please refer to “F8 Submodel Selection” on page 17 for additional information. You return to the Manager/Submodel menu

**Note:**

- You may select All so that every time a new submodel is added to the system the list dynamically updates
- You may also select the BLANK submodel to denote transactions and positions with an invalid sleeve tag or with a BLANK tag. The Blank-Unknown position file only displays the details portion of account-level data, specifically untagged tax lots. The Blank-Unknown transaction file displays EDPORT and EDGL transactions that are untagged or tagged with an invalid sleeve tag

Press F10 to save your selections.

6. Press F10 to save all the changes. You return to the Template Manager / Submodel screen

## F7 Submanager

To access the submanager code list, press F7 from the Template Manager / Submodel screen. Use the up or down arrow to move the cursor. Press ENTER to select or deselect a submanager. Press F10 to save your final selection.

**Note:** To dynamically update the submanager list, select All and press F10. Thus, when a new submanager code is added, the extracts functionality automatically updates the list. Thus, the next time the template is run, searches will include all codes.

## F8 Submodel Selection

To access the submodel code list, press F8 from the Template Manager / Sub- Model screen. Use the up or down arrow to move the cursor. Press ENTER to select or deselect a submodel linked to the submanager codes selected in the manager menu. You may also opt to select BLANK to produce a separate file for a transaction and a position extract. A blank sleeve will include all positions and transactions tagged with either a BLANK or an Invalid Sleeve tag.

Press F10 to save your final selection.

**Note:** To dynamically update the submodel list, select All and press F10. Thus, when a new submodel code is added, the extracts functionality automatically updates the list. Thus, the next time the template is run, searches will include all codes

7. Press F10 to save the selection

## 3.3 Select Accounts by Strategy

Using the Template Account Selection screen, you can specify the account selection based on the strategy associated with it.

**Note:** A Blank file may not be selected from the list of strategies. To view a

Blank file please redefine your selection by manager/submodel.

1. Press F6 from the Extract System Screen
2. Press F7 key. The Data Selection Screen will appear
3. On the Data Selection screen, select By Strategy. Press ENTER. The Template Strategy screen will appear
4. Press F7 to view and choose a Strategy Code

**Note:** To dynamically update the strategy list, select All and press F10. Thus, when a new strategy code is added, the extracts functionality automatically updates the list. Thus, the next time the template is run, searches will include all codes

5. Press F10. The Template Strategy Screen displays
6. Press F10 to save. You are prompted to confirm the change and save
7. Choose YES to save. Press ENTER. You return to the Template Account Selection screen

## 3.4 Specify Type of Extract to Produce

1. Select **Edit Extract Templates** from the main extract menu.
2. An action menu displays. Select **EDIT**. Press ENTER
3. A list of templates displays. Select a template name from the menu. Press ENTER.
4. The EXTRACT SYSTEM editing screen displays. Tab to an empty line in the Download Reports column. Press F1.
5. A menu displays with the available report types. Select an option and press ENTER
6. Press F10 to save

## 3.5 Change or Remove an Extract

To specify or change the type of extract to produce:

1. Select Edit Extract Templates from the main extract menu. An action menu displays
2. Select EDIT. Press ENTER
3. A list of templates displays. Select a template name from the menu. Press ENTER. The EXTRACT SYSTEM editing screen displays
4. Tab to the line you want to remove or change in the Download Reports column. Press F1
5. A menu displays with the available report types. To remove the extract type, select the blank line. To change the extract type, select the appropriate extract type
6. Press ENTER
7. Press F10 to save

You can view a summary of your selections by pressing F5 on the template screen.

## 3.6 Choose how to collate an extract

After you choose which manager, submodels, or strategies to include in the extract reports, you can choose to create additional files based on your selection.

If you selected to produce files by both manager and submodel you can further collate files by manager code. The additional submanager file(s) will include positions and transactions for all the submodels that roll up into the manager code(s)

If you selected to produce files by strategy you can further collate files by strategy-code. The additional strategy file(s) will include positions and transactions for all the sub-models that roll up into the strategy code(s)

You may also choose to custom collate files.

The default setting on the Collate Select menu is None. This means that the default is no collation. It should be noted that a separate file will always be presented for each submodel selected.

1. To collate, return to the Extract System Screen and press F7
2. The Collate Select? menu will appear. Choose an item. None, is the default
  - If you choose Collate by Manager or Collate by Strategy, a separate file is created per submanager code or per strategy. A separate file is always be created per submodel by default
  - If the you chose Select Files to Collate, a list of already selected submodels or strategies will appear. You create up to 10 custom files. You will be prompted to name each file

**Note:**

- ~~You can view the collate screen after making a selection on the Data Selection Screen and choosing to group accounts by either submanager or strategy. Based on the selection you can collate by either submanager or by strategy, not both~~
- ~~Please note that if you choose to collate by either manager or strategy and no submodels are linked to any of the selected managers, you will receive a warning message indicating that there will be no collation~~

## 3.7 Select Files to Collate

1. From the The Collate Select? menu, choose Select Files to Collate
2. The Template - Files to Collate screen displays. Place the cursor on a line in the File-names column. Press F7
3. A customizable list will appear with preselected sub-models/strategies displays. Select a menu item and press ENTER. A list of submodels will appear
4. Select some or all of the submodels/strategies to include in the custom file. Press F10 to save out the selection
5. You return to the Template- Files to Collate screen where the submodels/ strategies are listed in the Sub-Model column. Tab to the File Names column on the same line and enter a unique file name
6. Repeat steps three through five as necessary

**Note:** It should be noted that Blank-Unknown Sub-Model will not be part of the list as it will always be in a separate file.

**Note:** It is best to work in sequential order so that the Customized 1 menu item correlates with line one on the Template - Files to Collate screen, the Customized 2 menu item correlates with line two, and so forth.

## 3.8 Modify Report Settings

You can adjust the report settings for all available UMA extracts:

1. Press F8 on the template screen
2. Reports will appear on the resulting menu. Select the report type you want to modify

### MSP Transactions

If you select MSP TRANSACTIONS, you can specify transaction types to include in the extract. Press F7 to view a menu of transaction types. Press F10 to save the changes.

### MSP Positions

If you select MSP POSITIONS, you can specify whether the system should produce a summary report, record details report, or both on the position extract. Press F10 to save changes.

Position Extract Records

- SUMMARY AND DETAILED. Display position and account information
- SUMMARY ONLY. Display positions per sleeve without listing accounts
- DETAILED ONLY. Display the account along with tax lot(s) that roll up into the position

### Market Value Tolerance

The tolerance used to determine the sleeve closing market value. The default is 0. The market value tolerance defined by the user may only be 0 or greater. The tolerance field allows up to seven characters. Based on the Market Value Tolerance, the extract functionality will determine the Ending Sleeve Market Value for an account's sleeve by looking it up in the performance file.

## 3.9 Shared Settings

You may view shared settings by pressing F11 while on the main template screen. By default Search on: is set to MASTER MODEL HISTORY, thus accounts with positions and transactions tagged with sleeves that are not part of the current master model history are ignored. Press F1 or F9 to change the setting to All ACCOUNT(S) SUB-MODELS to search on all the submodels regardless of whether they are part of the master model history. The user should note that the processing time will be increased significantly if the latter choice is made.

## 3.10 List Date Variable

Press F2 on the Extract System Screen to view a list of all the available date variables. This table is used for look up, but it is not dynamic. In other words you may not highlight a variable and have it populate on the template.

## 3.11 File Naming Conventions

A separate file, beginning with the string UMA, will be created for each sleeve selected by the user. For instance, examples filename sub-strings include UMAtransactions and UMApositions.

For each sleeve selected by the user, the following naming convention is:

```
vendor_extracttype_sub-model_rundate_hrsminseconds.client identifier_+02
```

+02= the number of days that the extract will be stored on the system

If the transactions extract is selected in the template, the resulting file name is:

```
umaslv_umatransactions_advz4w_20080202_090157.gpc_+02
```

Collate files by submanager code standard name pattern

If you choose to collate extracts by the submanager code, each filename pattern is:

```
vendor_extracttype_submanager_code_rundate_090157.client identifier_+02
```

Collate and save file names based on a name you create

If you choose to custom-collate, then you are prompted to assign a name to the report/file.

Collate files by strategy code standard name pattern

If you choose to collate extracts by the strategy code, each filename pattern is:

```
vendor_extracttype_strategycode_rundate_090157.client identifier_+02
```

If the transactions extract is selected in the template the resulting file name would be:

```
umaslv_umatransactions_z4w_20080202_090157.gpc_+02
```

## 3.12 Viewing Report Files

1. Select **Browse Extract Templates**. Press ENTER
2. A list of templates will appear. Select a template. Press ENTER
3. Select a file and press ENTER
4. File information displays on the screen

## 3.13 Usage of the UMA and MSP acronyms

During the first quarter of 2007, our official description of the functionality described in this document changed from “Multiple Strategy Portfolios” or MSP, to “Unified Managed Accounts” or UMA. Please be aware that these descriptions are interchangeable and reference the same functionality.

The names of functions and reports containing the acronym “MSP” have not changed. We do not anticipate changing these function or report names in the foreseeable future.

There may be command-line prompts, screens, or pop-up message boxes that continue to reference “Multiple Strategy Portfolios” or MSP. Again, these names are interchangeable with “Unified Managed Accounts” or UMA. We will be changing these references on an ongoing basis.

# Chapter A: Layouts

## A.1 Standard Layouts

*APL Standard Extract Layouts.xls*

This workbook is available [HERE](#) on the Product Management SharePoint site. It includes file record specifications (field name, width, format, position, alignment and description) for the following data extracts and reference tables.

### Data Extracts

- Account Master
- Allocation
- Blotter Transactions
- Blotter Transactions RD (Receives and Delivers)
- Gain-Loss
- Performance
- Portfolio Changes
- Positions
- Relative Return
- Transactions

### Reference Tables

- Account Master Custom Table Map
- Combined Account Table Map
- Issue Type Table
- Performance Sector Map
- Relative Return Benchmark Series
- SIC Code Table
- Transaction Type Table

## A.2 MSP Extracts

*APL-MSP Extract Layouts.xls*

This workbook is available [HERE](#) on the Product Management SharePoint site. It includes file record specifications (field name, width, format, position, alignment and description) for the following data extracts and reference tables.

## Data Extracts

- Gain-Loss
- Performance
- Portfolio Changes
- Positions
- Transactions

## Reference Tables

- Model Map
- Sector Performance Map