

How To Check Transaction Report

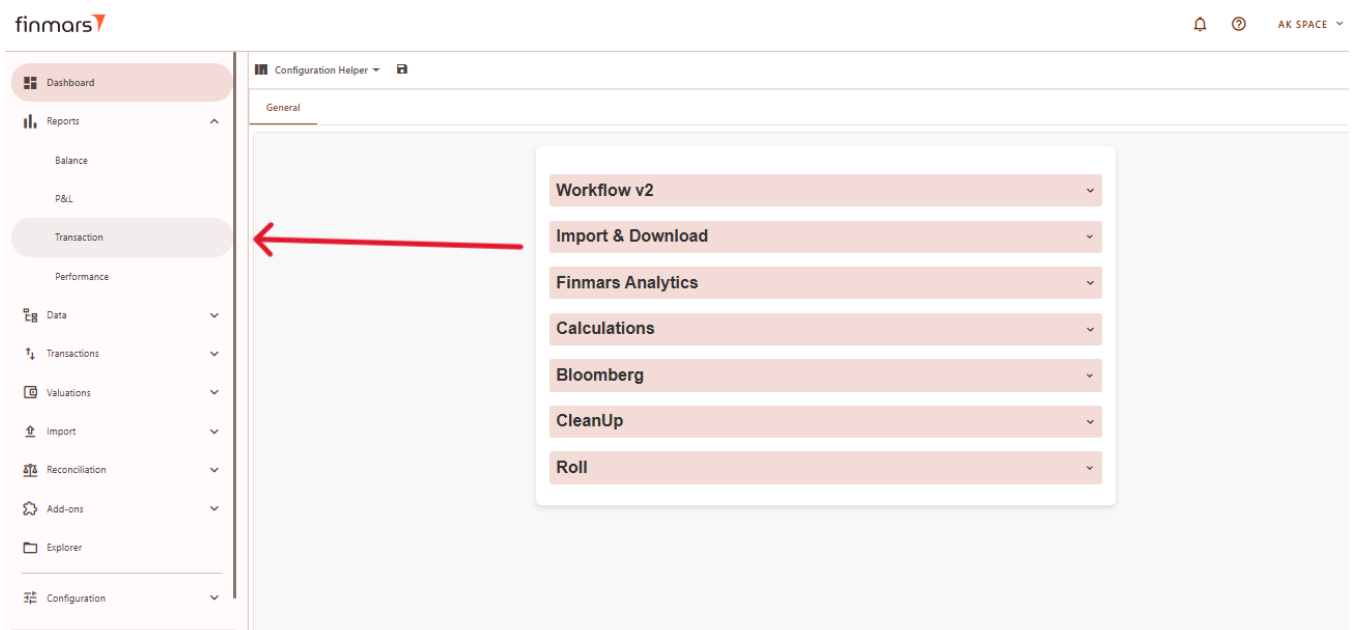
Prerequisites

We assume you have all prerequisites you may need, including:

1. If needed: the VPN is configured to access the Finmars resources
2. If needed: access to the Virtual Machine to work with the sensitive information
3. Must have: registered in Finmars in the needed region environment (self-registered or registered by Finmars)
4. Must have: having permissions set to allow continue with the Action in the Guide

Checking Transaction Report

1. Go to the left sidebar. Locate and select the **Report** section and click on **Transaction**. Ensure that the **correct layout is selected** from the dropdown in the upper-left corner. If the wrong layout is selected, change it before proceeding.



2. Once on the **Transaction** page, ensure the **Report Date** is set correctly. You can select predefined periods like **YTD, MTD, QTD**, or choose a **custom date range** for more

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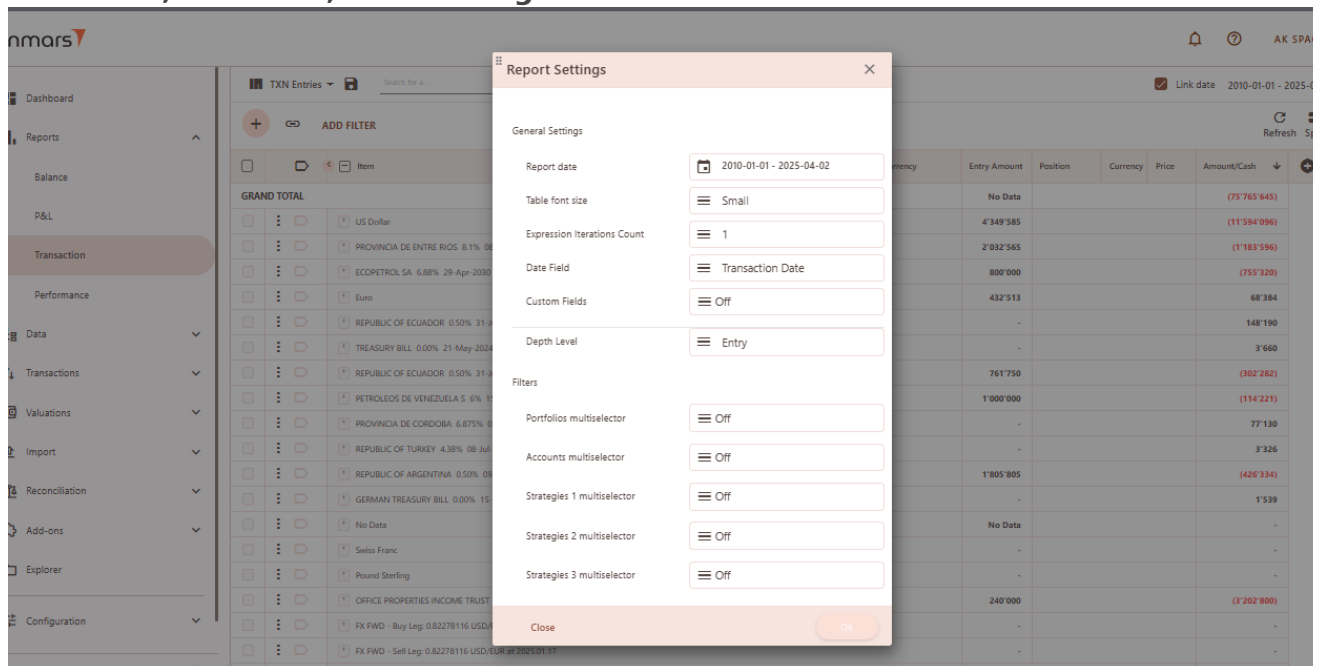
- If you want to configure more **detailed report settings**, click on the **gear icon** in the top-right corner to open the settings panel.

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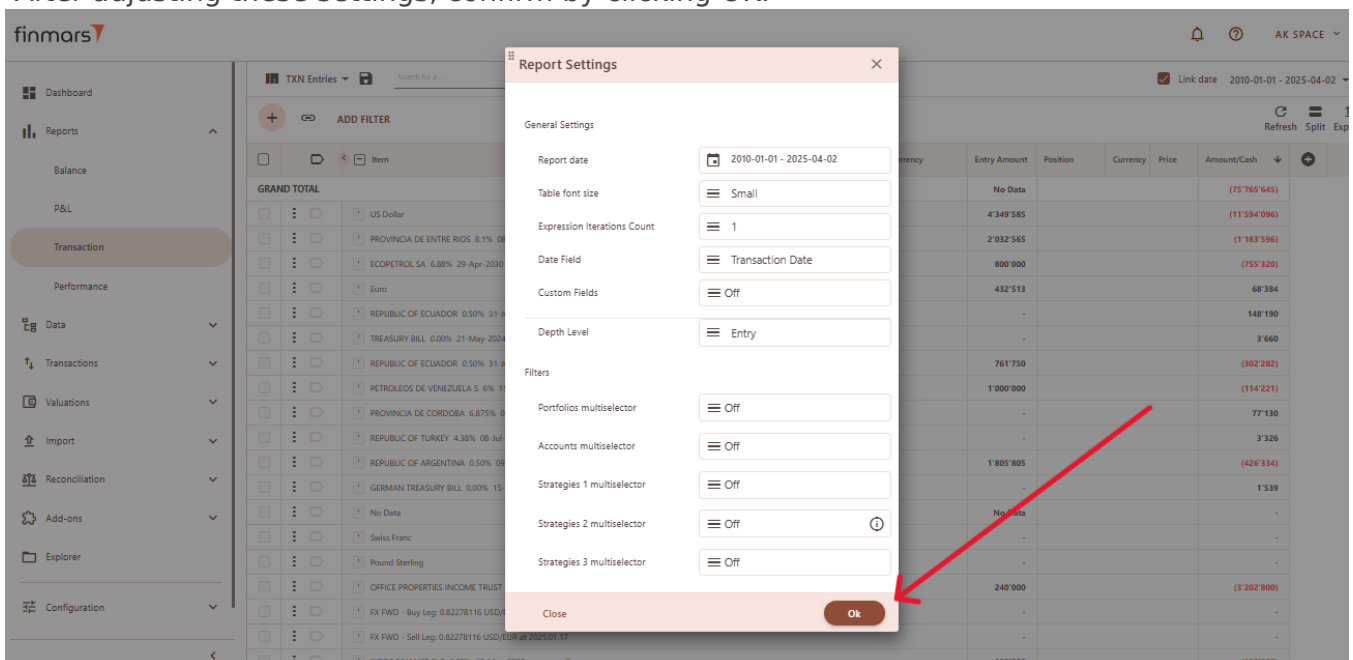
4. In the **Report Settings**, you can configure is:

1. **Report Date** - defines the date range for the report. Users can select a specific date range or predefined periods (e.g., YTD, MTD). The system **displays the transactions on the end of the selected day.**
2. **Table Font Size** - adjusts the text size within the report (Small, Medium, Large).
3. **Expression Iterations Count** - defines how many times the system applies calculations for custom columns in the report. **Set to "1" for most reports.** Increase only if your report data has dependencies between different custom columns, and is not calculated with one iteration.
4. **Date Field** - lets users choose which date type to apply in the report (e.g., Transaction Date, Accounting Date, Cash Date, etc.)

5. **Custom Fields** - this option allows users to enable additional user-defined fields (with expression formulas) in the report for more detailed or specific reporting needs. Not recommended to use due its high resource consumption.
6. **Depth Level** - defines the level of detail in the report, with options:
 1. **Complex Transaction** - shows the transaction as a whole, without breaking it down into internal actions or money movements. Best for a quick overview of operations.
 2. **Base Transaction** - shows the internal actions within the transaction (for example, different steps of execution), but without splitting it into cash or position movements.
 3. **Entry** - shows the most detailed view with all accounting records. Here the transaction is fully broken down into cash flows and position changes.
7. **Filters** - Allows users to refine the displayed data by using multi-selectors for **Portfolios, Accounts, and Strategies**.



5. After adjusting these settings, confirm by clicking OK.



6. To apply the selected settings and view the updated report, simply refresh the page. Once refreshed, the report will be displayed with the updated parameters, reflecting the selected configurations.

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AK SPACE

Link date 2010-01-01 - 2025-04-02

TXN Entries

ADD FILTER

Refresh Split Ex

	Item	Portfolio	Date (Value)	TXN TYPE	Instrument/Currency	Entry Amount	Position	Currency	Price	Amount/Cash
GRAND TOTAL						No Data				(75'765'645)
	US Dollar					4'349'585				(11'594'096)
	PROVINCIA DE ENTRE RIOS 8.1% 08-Aug-2028 <unsec, sink, step-up>					2'032'565				(1'183'596)
	ECOPETROL SA 6.88% 29-Apr-2030 <unsec, call>					800'000				(755'320)
	Euro					432'513				68'384
	REPUBLIC OF ECUADOR 0.50% 31-Jul-2030 <unsec, sink, step cpm>					-				148'190
	TREASURY BILL 0.00% 21-May-2024 <unsec>					-				3'660
	REPUBLIC OF ECUADOR 0.50% 31-Jul-2035 <unsec, sink, step cpm>					761'750				(302'282)
	PETROLEOS DE VENEZUELA S 6% 15-Nov-2026 <unsec, sink>					1'000'000				(114'221)
	PROVINCIA DE CORDOBA 6.875% 01-Feb-2029 <unsec, sink, restruct>					-				77'130
	REPUBLIC OF TURKEY 4.38% 08-Jul-2027 <unsec>					-				3'326
	REPUBLIC OF ARGENTINA 0.50% 09-Jul-2029 <unsec, call, sink>					1'805'805				(426'334)
	GERMAN TREASURY BILL 0.00% 15-May-2024 <unsec, discount>					-				1'539
	No Data					No Data				-
	Swiss Franc					-				-
	Pound Sterling					-				-
	OFFICE PROPERTIES INCOME TRUST					240'000				(3'202'800)
	FX FWD - Buy Leg: 0.82278116 USD/EUR at 2025.01.17					-				-
	FX FWD - Sell Leg: 0.82278116 USD/EUR at 2025.01.17					-				-
	INEOS FINANCE PLC 6.63% 15-May-2028 <unsec, call>					100'000				(103'287)

7. Once the report has been prepared, verify the displayed information to ensure that the **Grand Total** and individual portfolio data are correct. If mistakes are discovered, review the imported data to ensure that all relevant files were included through the import process. If changes are required, return to the **Report Settings**, alter the settings, and reload the page to update the report.
8. After verifying the report, you can either save it within the system for future reference or export it for external use. To do this, locate the **Save** button, which is positioned in the upper-left corner of the report interface. Clicking this button will store the current report layout and data for future access. It's important to use the standard settings whenever possible to maintain consistency. If changes are needed, **create a duplicate of the layout (see [How to Duplicate the Layout](#))** and save it locally to avoid potential data loss during updates or reinstallation of marketplace modules.

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	INEOS FINANCE PLC 6.63% 15-May-2028 <unsec, call>					100'000				(103'287)

9. The **Export** option is located in the top-right corner, providing multiple formats for downloading the report. You can choose to **Export to PDF**, **Export to CSV**, or **Export to Excel**, depending on the preferred format for further analysis.

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Dashboard Reports Balance P&L Transaction Performance Data Transactions Valuations Import Reconciliation Add-ons Explorer Configuration

TXN Entries

Link date 2010-01-01 - 2025-04-02

Refresh Split Ex

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	INEOS FINANCE PLC 6.63% 15-May-2028 <secur, call>					100'000				(103'287)

10. Additionally, there are options to **Copy all to buffer** or **Copy selected to buffer**, allowing you to quickly copy report data for use in other applications. Ensure that the exported or copied data accurately reflects the report before using it for financial reporting or analysis.

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Dashboard Reports Balance P&L Transaction Performance Data Transactions Valuations Import Reconciliation Add-ons Explorer Configuration

TXN Entries

Link date 2010-01-01 - 2025-04-02

Export to PDF
Export to CSV
Export to Excel
Copy all to buffer
Copy selected to buffer

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	INEOS FINANCE PLC 6.63% 15-May-2028 <secur, call>					100'000				(103'287)

11. In case of any errors or missing data warnings, check that the required **Import** has been successfully completed. Ensure that all necessary financial and transactional data has been imported into the system before running the **Transaction Report**. If issues persist, contact the administrator for further assistance.

Revision #9

Created 27 March 2025 16:05:48 by Sergei Osipov

Updated 17 April 2025 11:41:34 by Anna Kostiv