# Short tutorial, how to click through AMS-WEB effectively using available data

> Following description help you orientation in application AMS-WEB Demo after first login. Later you find it easy and intuitive.

User in role "*Portfolio Manager*" has rights to see all client`s portfolios (more than 1000) and approximately 10 funds. He has also rights to all pages in application.

After login, you can select the portfolio from last analyzed ones or from the *Portfolio List* in main frame of the application. In the search box, you can filter name of the client or portfolio. Portfolio history and search box are located on the right side of application.
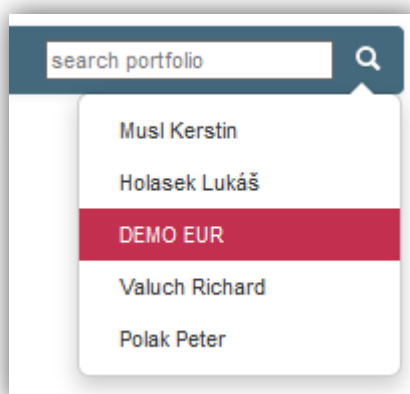

In the top right side of application, user can select the language and key date. All the information on pages and reports are always related to currently selected date.

In the top side, user can switch between main parts of application, while the page *Portfolio Overview* or *Actual Position List* is starting page after selecting the first client portfolio depending on whether user navigates through a portfolio number or through portfolio name.
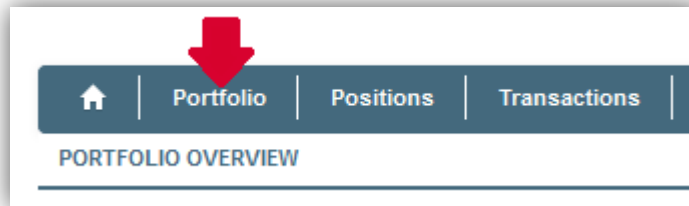
Main part of AMS-WEB covers overview of positions, transactions, cash and security accounts, asset allocation and reports.

- **Risk Manager** - displays Value-at-Risk (VaR) indicators and different historical comparisons. VaR is not calculated for all portfolios. Therefore we suggest select either portfolio **Aberl Leopoldine** or **Mustermann Max**. User can find relevant pages in menu *Portfolio – Value-at-Risk Summary* or *Historical Value-at-Risk.*
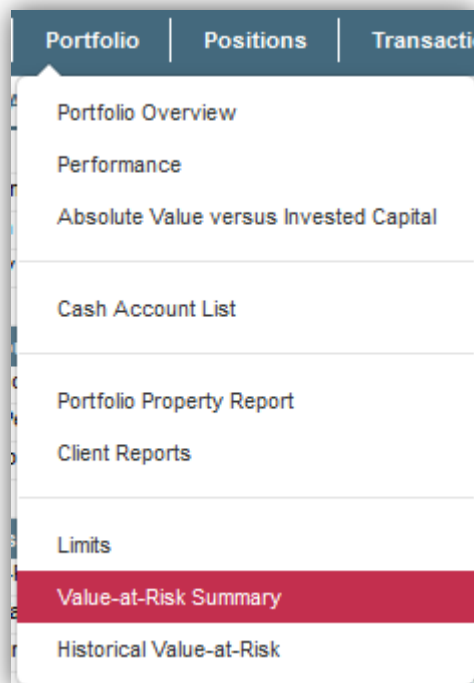

- **Order Management** - offers overview of actual positions with easy possibility to generate single or multiple order. Also overview of all orders is available in *Order List*. Orders are not sent to the market in demo, they just stay in the system and in case of simulated portfolios they are automatically executed. On *Actual Position List* page, there is simulation of real-time quotes and prices in columns *Bid, Ask, Last Price*. It is just simulation of real production where data vendor like Reuters could be connected. To go through the module Order Management, you can use portfolio **Grill Tina***.*

- **Limits** - contains list of assigned limits to selected portfolio and results of ex-post limit checks for every day. Overview of the results of ex-post limit controls is also represents graphically. Relevant page you can find in *Portfolio – Limits*. Watching of limits is set up for portfolio **DEMO EUR**.

- **Management Information** – gives overview about the asset under management on different levels of organisational (or distribution/sales) structure of the finance institution. Portfolios are divided into several levels. The level *AMS-WEB Demo* represents the whole asset of one financial institution. In the level bellow, there are 4 countries containing one to three regions, represented by regional managers. In next level bellow, you can find portfolio managers having already assigned end customers. On each level, you can select the overview of asset under management, aggregated positions in securities, available cash amount or list of portfolios related to actually selected node in the structure.
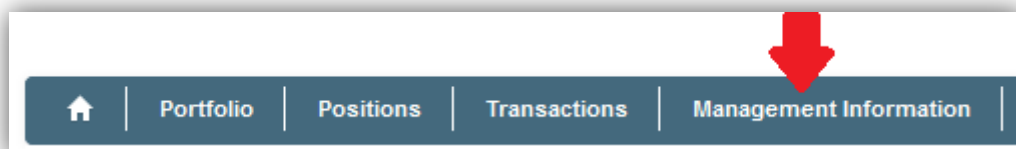

- **Client reports** – application provides to generate all necessary reports intuitively from one environment. Client advisor can generate reports and send them in electronic or paper form to end clients. **Mustermann Max´**s portfolio provides an example of client reports. How to access client reports on Demo environment: *Portfolio – Client Reports.*
  Following types of reports are available in application: Portfolio Status, Transaction, Performance and Cash Transaction Reports. For generating of reports it is optional to choose a time period in which were made changes on portfolio e.g. a year ago. Reports are available in PDF format.

> Special Functionalities

Integration of loans - search client **Karner Angelika** and select the page *Portfolio – Loan List*. You get an overview of actual as well as already paid loans. For each of them, there is a detailed view on all past as well as future payments, interest rates, etc.
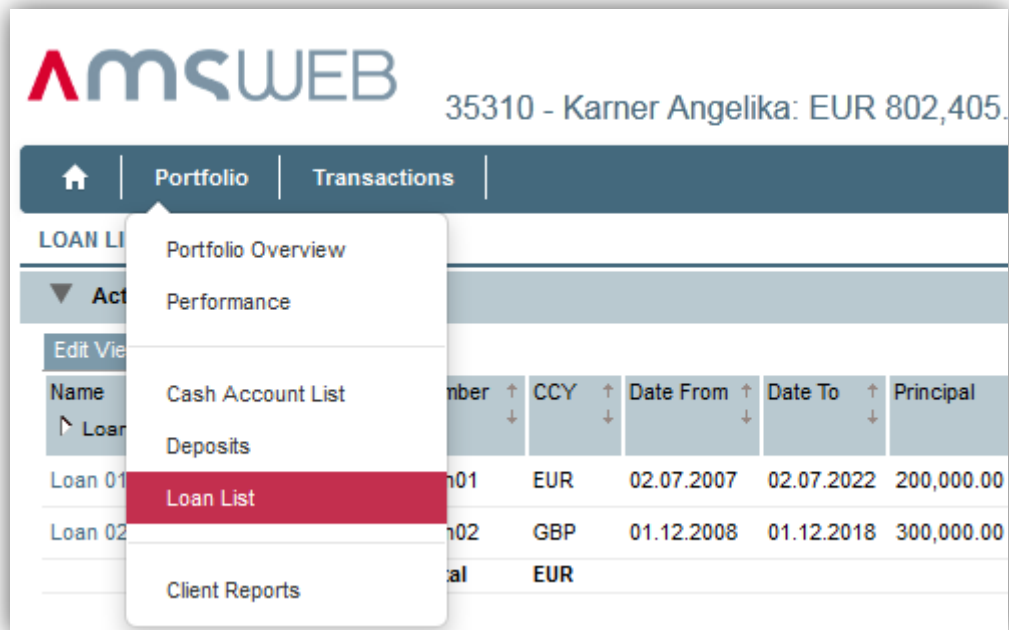
Asset allocation of portfolio invested into funds – specific functionality of AMS to see the property allocated into funds is called Funds Through Calculation. This method allows detailed insight into property allocation. For example, search portfolio **Musl Kerstin** and change date in right part of the screen to 30.06.2011 or older one. You can see in page *Positions – Position List* 4 funds (Fidelity Funds, Raiffeisenfonds, Kathrein Euro Bond a ZZ TREND), where the investment is allocated. On the page *Investment Basket Allocation* you can see the allocation of portfolio displayed by investment baskets, currency, country and sectors, calculated by Funds Through Calculation using actual positions of all 4 funds. The results of calculation are displayed in table and also in the chart.
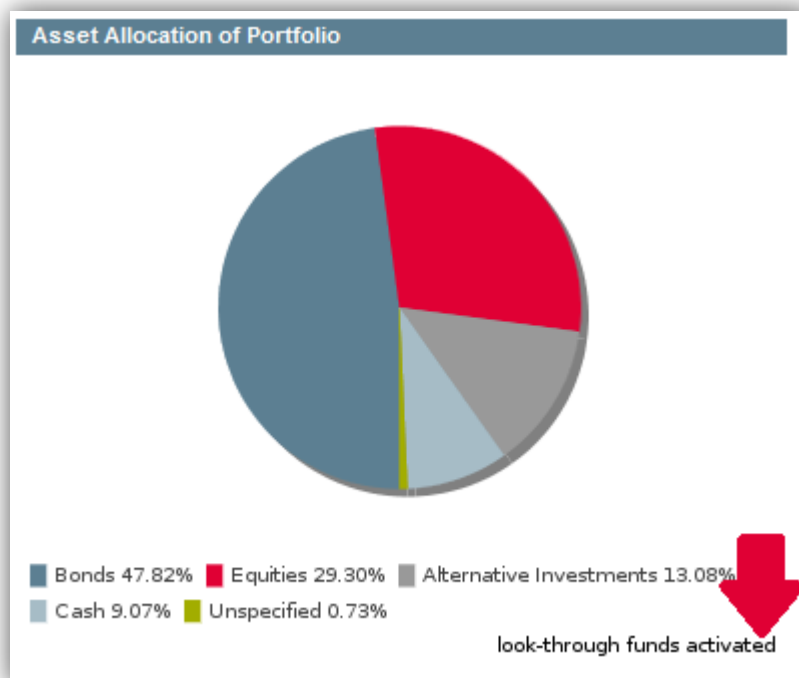
Composite – specific functionality of AMS to group more portfolios together according to specific criteria (e.g. group by customer, by private banker). Search composite **Fischer** which consists from 4 portfolios; see the page *Portfolio – Composite Portfolios*. Composite serves to represent all attributes of included portfolios in one composite portfolio.

Power of Attorney - search client **Zöchling Walther**. On the page *Portfolio - Power of Attorney*, you can see the disponents for selected portfolio and the list of rights assigned to them.

Definable customization for end clients – the application AMS-WEB is designed for several type/roles of users. It offers definable roles for management, customer representatives (e.g. portfolio managers or sales) as well as for end clients.

Bellow defined user is the example of end client with right only on his own portfolio (**Tempelmayr Mina**) and with limited access to some specific pages.

User name: **DEMO_END**
Password: **DEMO_END**

> Summary

The customization system is rather flexible and it is possible to grant to each user or type of user access/restriction to any page, moreover even to some part of screens with too sensitive or too complicated information.