

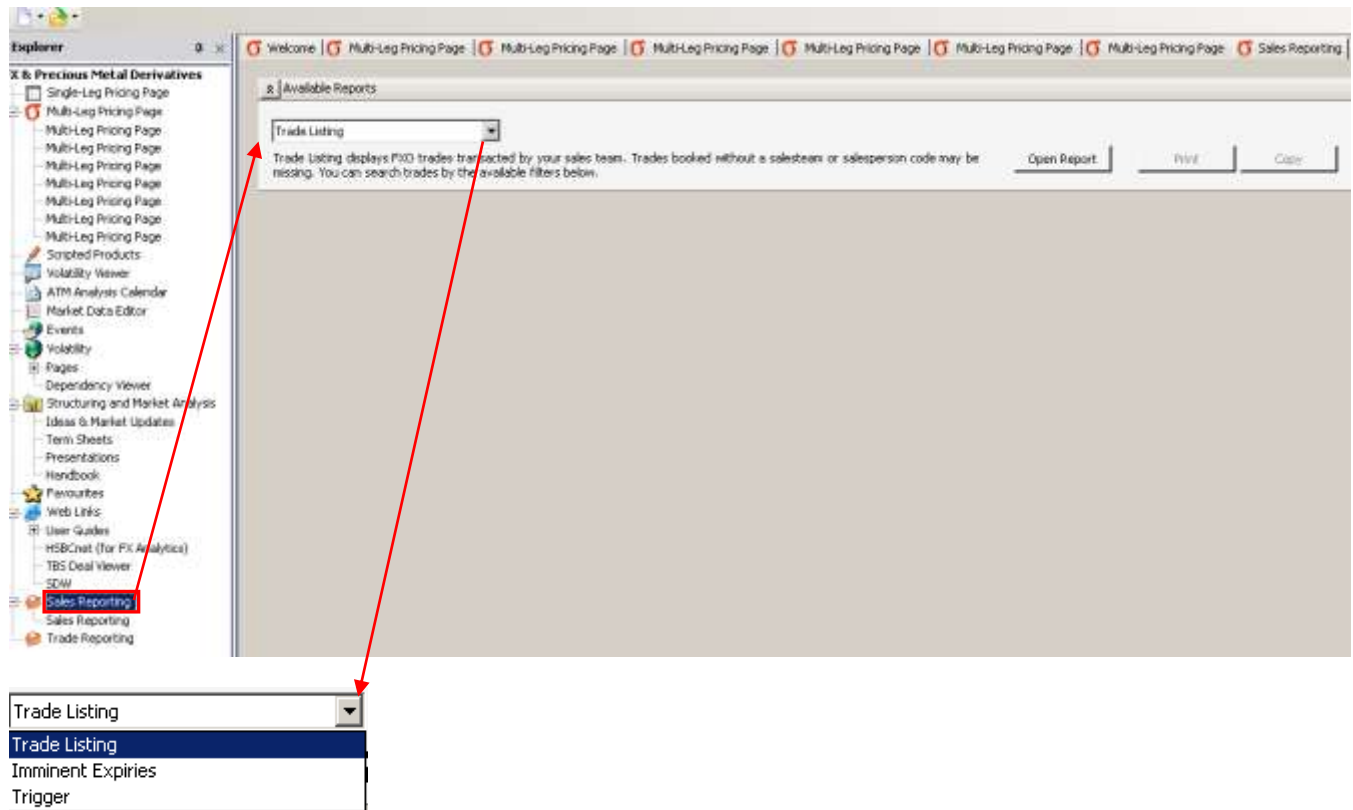
# Sales Reporting - Quick reference guide

FX & COMMODITY DERIVATIVES

## Getting started with the Sales Reporting

The Sales Reporting section in XXXXXX provides the tools to analyze FXO trades booked in Murex. The trades database is copied once a day, at the point of EOD on previous day. As such, this is not a real time reporting i.e. any trades booked or modified after the EOD point will not show in today's reports.

Sales people can only monitor trades executed with their clients.



Trades three different reports:

- 1 / **"Trade listing"** is a generic search tool that allows filtering of FXO trades by various criteria (expiry dates, ccy pairs, transaction type...)
- 2 / **"Imminent Expiries"** displays FXO trades expiring within the next 7 days
- 3 / **"Trigger"** filters trades by a specific currency pair and by the position of the barrier with respect to current spot.

**Note:** Sales people should only be able to have access to the FXO deals of their sales group

# 1 / "Trade Listing"

## Search Criteria

Available Reports

Trade Listing

Trade Listing displays FXO trades transacted by your sales team. Trades booked without a sales team or salesperson code may be missing. You can search trades by the available filters below.

Open Report Print Copy

Search Criteria

1 From Expiry Date 2 From Strike 3 From Barrier Rate 4 From Face Amount 5 Cut 7 Currency Pair

30/01/2009 1.2

To Expiry Date To Strike To Barrier Rate To Face Amount 6 Transaction Type 7 Currency Pair

27/02/2009 1.60 Simple Option, Si ... EUR/USD ...

8 Search

Drag a column header here to group by that column. Target Area

CpyName	Δ	CcyPair	TradeType	C/P	B/S	Strike	Option	Cut	ExpiryDate	DeliveryDate	NCcy	NAmount	BrType	Bar1	B
HSBC BANK (CHINA) CO LTD...		EUR/USD	Simple Option	C	S	1.2854	Q	HK	05 February 2009	09 February 2009	EUR	1,447			
HSBC BANK (CHINA) CO LTD...		EUR/USD	Simple Option	P	S	1.2654	Q	HK	05 February 2009	09 February 2009	EUR	1,672			
HSBC BANK (CHINA) CO LTD...		EUR/USD	Simple Option	C	S	1.3401	Q	HK	12 February 2009	17 February 2009	EUR	658			
HSBC BANK (CHINA) CO LTD...		EUR/USD	Simple Option	P	S	1.3201	Q	HK	12 February 2009	17 February 2009	EUR	1,479			
HSBC BANK MIDDLE EAST LI...		EUR/USD	Simple Option	C	B	1.4575	E	TOK	10 February 2009	12 February 2009	EUR	250,000			
HSBC BANK MIDDLE EAST LI...		EUR/USD	Simple Option	C	B	1.4575	E	TOK	24 February 2009	26 February 2009	EUR	250,000			
HSBC BANK MIDDLE EAST LI...		EUR/USD	Simple Option	C	S	1.4575	E	TOK	10 February 2009	12 February 2009	EUR	250,000			
HSBC BANK MIDDLE EAST LI...		EUR/USD	Simple Option	C	S	1.4575	E	TOK	24 February 2009	26 February 2009	EUR	250,000			
HSBC BANK MIDDLE EAST L...		EUR/USD	Simple Option	P	B	1.4750	E	TOK	17 February 2009	19 February 2009	EUR	500,000			
HSBC BANK MIDDLE EAST L...		EUR/USD	Simple Option	C	S	1.5100	E	TOK	17 February 2009	19 February 2009	EUR	500,000			
HSBC BANK MIDDLE EAST L...		EUR/USD	Simple Barrier	P	B	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	900,000	DI	1.4475	0
HSBC BANK MIDDLE EAST L...		EUR/USD	Simple Barrier	P	B	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	787,500	DI	1.4475	0
HSBC BANK MIDDLE EAST L...		EUR/USD	Simple Barrier	P	B	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	1,012,500	DI	1.4475	0
HSBC BANK MIDDLE EAST L...		EUR/USD	Simple Barrier	C	S	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	400,000	UO	1.5800	0
HSBC BANK MIDDLE EAST L...		EUR/USD	Simple Barrier	C	S	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	350,000	UO	1.5800	0
HSBC BANK MIDDLE EAST L...		EUR/USD	Simple Barrier	C	S	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	450,000	UO	1.5800	0

The FXO trades can be filtered by various criteria:

- 1 **Expiry Dates:** select the range of dates with the calendar

From Expiry Date

30/01/2009

To Expiry Date

06/02/2009

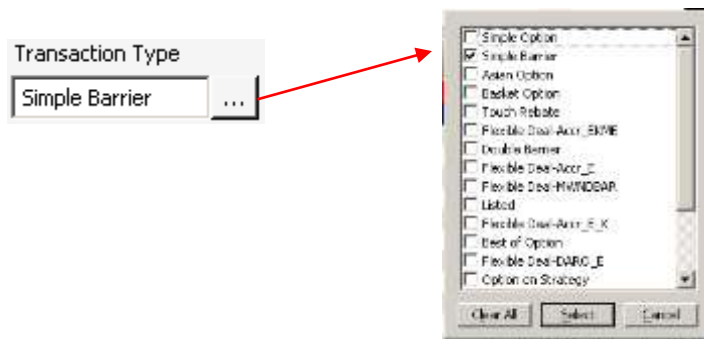
January 2009

M	T	W	T	F	S	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

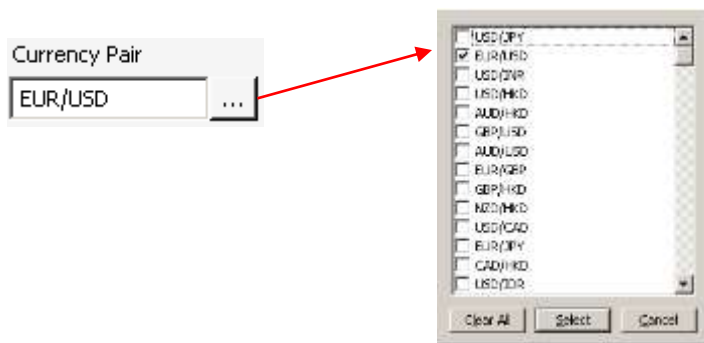
Today

- 2 **Strikes:** input the range of strikes required
- 3 **Barriers:** input the range of barriers (**Note:** only for barrier options)
- 4 **Face Amount:** input the range of notional amounts required
- 5 **Cut:** input the cut of the FXO trade (TOK, NY, ECB...)

6 Transaction Type: select from the list the type(s) of the FXO trades required



7 Currency Pair: select from the list the currency pair(s) of the FXO trades required



8 Once the search criteria have been completed, click  to display the report

### Report Display

The Trade report can be sorted by the different criteria by dragging the header to the "Target Area"

Drag a column header here to group by that column. ← Target Area

CpyName	CcyPair	TradeType	C/P	B/S	Strike	Option	Cut	ExpiryDate	DeliveryDate	NCcy	NAmount	BrType	Bar1	Bar2	Strategy
HSBC BANK (CHINA) CO LTD...	EUR/USD	Simple Option	P	S	1.2654	Q	HK	05 February 2009	09 February 2009	EUR	1,672				
HSBC BANK (CHINA) CO LTD...	EUR/USD	Simple Option	C	S	1.3401	Q	HK	12 February 2009	17 February 2009	EUR	858				
HSBC BANK (CHINA) CO LTD...	EUR/USD	Simple Option	P	S	1.3201	Q	HK	12 February 2009	17 February 2009	EUR	1,479				
HSBC BANK MIDDLE EAST LI...	EUR/USD	Simple Option	C	B	1.4575	E	TOK	10 February 2009	12 February 2009	EUR	250,000				
HSBC BANK MIDDLE EAST LI...	EUR/USD	Simple Option	C	B	1.4575	E	TOK	24 February 2009	26 February 2009	EUR	250,000				
HSBC BANK MIDDLE EAST LI...	EUR/USD	Simple Option	C	S	1.4575	E	TOK	10 February 2009	12 February 2009	EUR	250,000				

**CpyName** ▾

- ± CpyName : HSBC BANK (CHINA) CO LTD-SHANGHAI (8 items)
- ± CpyName : HSBC BANK MIDDLE EAST LIMITED, DUBAI (2 items)
- ± CpyName : HSBC BANK MIDDLE EAST LIMITED, JORDAN (2 items)
- ± CpyName : HSBC BANK MIDDLE EAST LTD, DOHA (12 items)
- ± CpyName : HSBC BANK MIDDLE EAST LTD, DUBAI (20 items)
- ± CpyName : HSBC BANK MIDDLE EAST LTD, MANAMA (8 items)

CcyPair	TradeType	C/P	B/S	Strike	Option	Cut	ExpiryDate	DeliveryDate	NCcy	NAmount	BrType	Bar1	Bar2	Strategy
EUR/USD	Simple Option	C	S	1.4575	E	TOK	10 February 2009	12 February 2009	EUR	250,000				V
EUR/USD	Simple Option	C	S	1.4575	E	TOK	24 February 2009	26 February 2009	EUR	250,000				V

This action can be repeated to obtain sub-categories of FXO trades

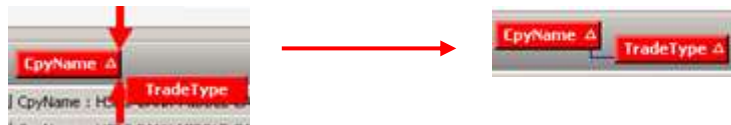
CcyPair	TradeType	C/P	B/S	Strike	Option	Cut	ExpiryDate	DeliveryDate	NCcy	NAmount	BrType	Bar1	Bar2	Strategy	PremCcy
EUR/USD	Simple Option	C	B	1.5100	E	TOK	17 February 2009	19 February 2009	EUR	500,000					
EUR/USD	Simple Option	P	S	1.4750	E	TOK	17 February 2009	19 February 2009	EUR	500,000					
EUR/USD	Simple Option	C	B	1.4050	E	TOK	27 February 2009	03 March 2009	EUR	300,000					
EUR/USD	Simple Option	P	S	1.4050	E	TOK	27 February 2009	03 March 2009	EUR	400,000					
EUR/USD	Simple Barrier	C	B	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	900,000	UO	1.5800	0.0000	EBR	
EUR/USD	Simple Barrier	C	B	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	400,000	UO	1.5800	0.0000	EBR	

CcyPair	C/P	B/S	Strike	Option	Cut	ExpiryDate	DeliveryDate	NCcy	NAmount	BrType	Bar1	Bar2	Strategy	PremCcy	PremDate
EUR/USD	C	B	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	900,000	UO	1.5800	0.0000	EBR	EUR	
EUR/USD	C	B	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	400,000	UO	1.5800	0.0000	EBR	EUR	
EUR/USD	C	B	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	350,000	UO	1.5800	0.0000	EBR	EUR	
EUR/USD	C	B	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	450,000	UO	1.5800	0.0000	EBR	EUR	
EUR/USD	P	S	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	2,000,000	DI	1.4475	0.0000	EBR	EUR	
EUR/USD	P	S	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	900,000	DI	1.4475	0.0000	EBR	EUR	
EUR/USD	P	S	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	787,500	DI	1.4475	0.0000	EBR	EUR	
EUR/USD	P	S	1.5650	E	TOK	18 February 2009	20 February 2009	EUR	1,012,500	DI	1.4475	0.0000	EBR	EUR	

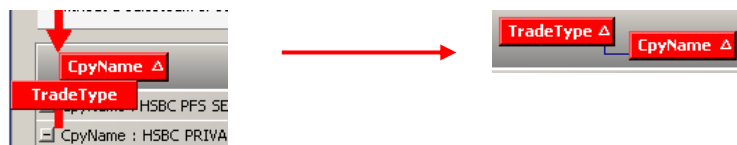
  

CcyPair	C/P	B/S	Strike	Option	Cut	ExpiryDate	DeliveryDate	NCcy	NAmount	BrType	Bar1	Bar2	Strategy	PremCcy	PremDate
EUR/USD	C	B	1.5100	E	TOK	17 February 2009	19 February 2009	EUR	500,000					EUR	
EUR/USD	P	S	1.4750	E	TOK	17 February 2009	19 February 2009	EUR	500,000					EUR	
EUR/USD	C	B	1.4050	E	TOK	27 February 2009	03 March 2009	EUR	300,000					EUR	
EUR/USD	P	S	1.4050	E	TOK	27 February 2009	03 March 2009	EUR	400,000					EUR	
EUR/USD	C	B	1.4365	E	TOK	10 February 2009	12 February 2009	EUR	100,000					EUR	
EUR/USD	P	S	1.4365	E	TOK	10 February 2009	12 February 2009	EUR	200,000					EUR	

**Note:** Dragging the 'Trade type' header on the right-hand side of 'CpyName' will make 'Trade type' secondary



Dragging the 'Trade type' header on the left-hand side of 'CpyName' will make 'Trade type' the primary criterion



## 2 / “Imminent Expiries”

This report displays FXO trades expiring within the next 7 days

Available Reports

Imminent Expiries

Imminent expiries report displays FXO trades transacted by your sales team, and expiring in the next 7 days. Trades booked without a salesteam or salesperson code may be missing.

Open Report Print Copy

Drag a column header here to group by that column.

CpyName	Δ	CcyPair	TradeType	B/S	C/P	Strike	Option	Cut	ExpiryDate	DeliveryDate	NCcy	NAmount	BrType	Bar1	Bar2
HSBC - PERSON...		AUD/USD	Simple Option	B	P	0.6500	E	TOK	05 February 2009	09 February 2009	AUD	468,641			05 J
HSBC - PERSON...		NZD/USD	Simple Option	B	C	0.6400	E	TOK	05 February 2009	09 February 2009	NZD	108,522			05 J
HSBC - PERSON...		AUD/USD	Simple Option	B	P	0.6500	E	TOK	05 February 2009	09 February 2009	AUD	309,074			05 J
HSBC - PERSON...		GBP/USD	Simple Option	B	C	1.4200	E	TOK	05 February 2009	09 February 2009	USD	50,458			05 J
HSBC - PERSON...		EUR/USD	Simple Option	B	C	1.3928	E	TOK	05 February 2009	09 February 2009	EUR	84,968			05 J
HSBC - PERSON...		EUR/USD	Simple Option	B	C	1.3925	E	TOK	05 February 2009	09 February 2009	EUR	93,309			05 J

**Note:** The report can be sorted as explained above (Cf. Trade listing / Report Display)

## 3 / “Trigger”

This search tools displays FXO trades with one or two barriers iwithin +/- X% from the current spot rate. It only analyzes barrier options (Simple Barrier, Touch Rebate, Double Barrier...)

Available Reports

Trigger

Trigger report displays FXO trades transacted by your sales team. Trades booked without a salesteam or salesperson code may be missing. You can search trades by the available filters below.

Open Report Print Copy

Search Criteria

1 Transaction Type: Simple Barrier

2 Currency Pair: EUR/USD

3 % Barriers To Spot: 5

Search


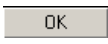

Drag a column header here to group by that column.

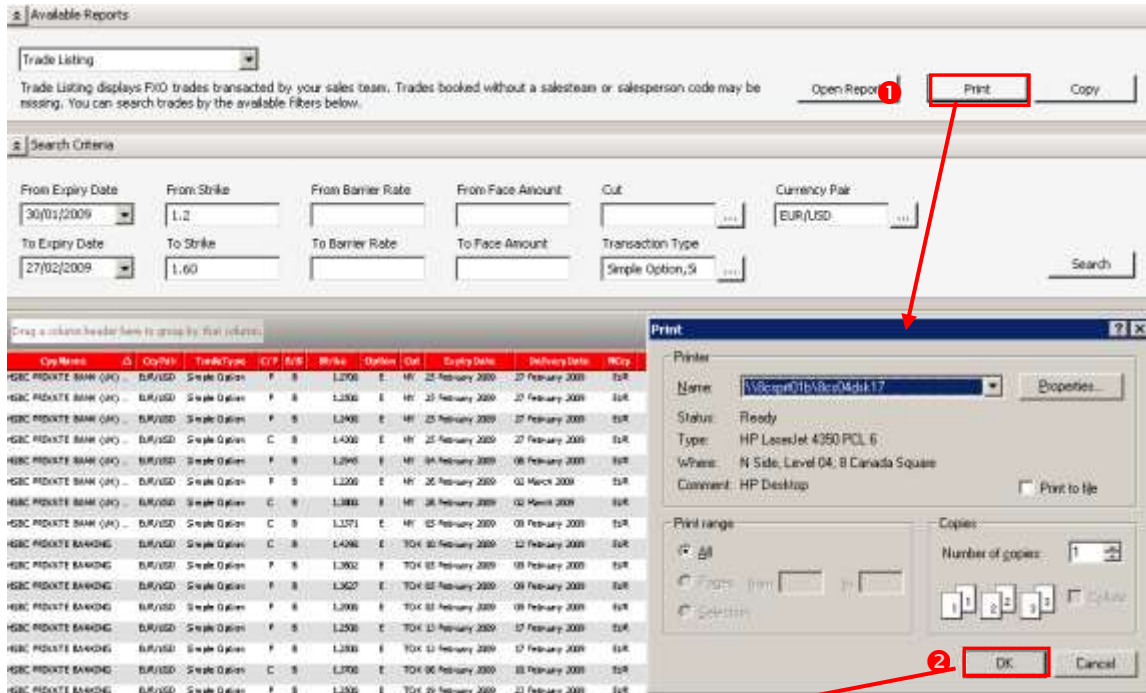
CpyName	Δ	CcyPair	BrType	% Bar	Bar1	Bar2	TradeType	B/S	C/P	Strike	Option	Cut	ExpiryDate	DeliveryDate	NCcy	NAmo
HSBC BANK PLC		EUR/USD	DO	-1.62	1.2600	0.0000	Simple Barrier	B	P	1.3980	E	TOK	04 February 2009	06 February 2009	EUR	2,000
HSBC BANK PLC		EUR/USD	DI	-4.95	1.2200	0.0000	Simple Barrier	S	P	1.2500	E	TOK	04 February 2009	06 February 2009	EUR	1500
HSBC COLOMBO SR...		EUR/USD	DI	3.00	1.3200	0.0000	Simple Barrier	B	P	1.3675	E	TOK	13 February 2009	17 February 2009	EUR	1000
HSBC COLOMBO SR...		EUR/USD	DI	3.00	1.3200	0.0000	Simple Barrier	B	P	1.3675	E	TOK	16 March 2009	18 March 2009	EUR	1000
HSBC COLOMBO SR...		EUR/USD	DI	3.00	1.3200	0.0000	Simple Barrier	B	P	1.3675	E	TOK	15 April 2009	17 April 2009	EUR	1000
HSBC COLOMBO SR...		EUR/USD	DI	3.00	1.3200	0.0000	Simple Barrier	B	P	1.3675	E	TOK	15 May 2009	19 May 2009	EUR	1000
HSBC COLOMBO SR...		EUR/USD	DI	3.00	1.3200	0.0000	Simple Barrier	B	P	1.3675	E	TOK	15 June 2009	17 June 2009	EUR	1000
HSBC COLOMBO SR...		EUR/USD	DI	3.00	1.3200	0.0000	Simple Barrier	B	P	1.3675	E	TOK	15 July 2009	17 July 2009	EUR	1000

- 1 **Transaction Type:** select from the list the type(s) of options required
- 2 **Currency Pair:** select from the list the currency pair(s) required
- 3 **% Barriers to spot:** input a positive number X to define the +/- X % range

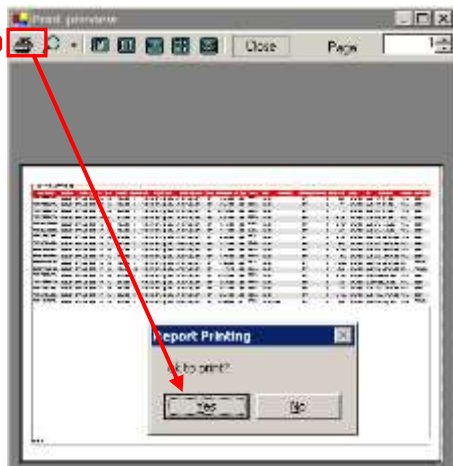
**Note:** The report can be sorted as explained above (Cf. Trade listing / Report Display)

# Print a Sales Report

- 1 - Press 
- 2 - Press 
- 3 - Press  to print the Report



The screenshot shows the 'Available Reports' window. At the top, there is a dropdown menu for 'Trade Listing'. Below it, there are search criteria fields for 'From Expiry Date', 'From Strike', 'From Barrier Rate', 'From Face Amount', 'Cut', and 'Currency Pair'. A 'Print' button is highlighted with a red box and a red arrow pointing to it. Below the search criteria, there is a table of trade listings with columns for 'Op Name', 'C/P', 'Trade Type', 'C/P B/R', 'Strike', 'Option', 'Cut', 'Expiry Date', 'Delivery Date', and 'Qty'. A 'Print' dialog box is open over the table, showing printer details and a 'Print range' section. The 'OK' button in the 'Print' dialog is highlighted with a red box and a red arrow pointing to it.



The screenshot shows a 'Print preview' window. A 'Report Printing' dialog box is open, asking 'Do you want to print?'. The 'Yes' button is highlighted with a red box and a red arrow pointing to it.

# Copy/Paste a Sales Report into Excel

- 1 - Press Copy
- 2 - Paste the trade data into an Excel Sheet (CTRL+V)

Available Reports

Trade Listing

Trade Listing displays FX/D trades transacted by your sales team. Trades booked without a sales team or salesperson code may be missing. You can search trades by the available filters below.

Open Report Print **Copy**

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Search Criteria

From Expiry Date: 30/01/2009 To Expiry Date: 27/02/2009

From Strike: 1.2 To Strike: 1.50

From Barrier Rate: To Barrier Rate:

From Face Amount: To Face Amount:

Cut: Transaction Type: Simple Option, Si

Currency Pair: EUR/USD

Search

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Drag a column header here to group by that column.

CopyName	A	CcyPair	TradeType	C/P	B/S	Strike	Option	Cut	ExpiryDate	DeliveryDate	NCcy	NAmount	BrType	Bar1	B
HSBC PRIVATE BANK (UK) L	L	EUR/USD	Simple Option	P	B	1.2700	E	NY	25 February 2009	27 February 2009	EUR	236,220			
HSBC PRIVATE BANK (UK) L	L	EUR/USD	Simple Option	P	B	1.2500	E	NY	25 February 2009	27 February 2009	EUR	240,000			
HSBC PRIVATE BANK (UK) L	L	EUR/USD	Simple Option	P	B	1.2400	E	NY	25 February 2009	27 February 2009	EUR	241,935			
HSBC PRIVATE BANK (UK) L	L	EUR/USD	Simple Option	C	B	1.4300	E	NY	25 February 2009	27 February 2009	EUR	1,000,000			
HSBC PRIVATE BANK (UK) L	L	EUR/USD	Simple Option	F	B	1.2945	E	NY	04 February 2009	06 February 2009	EUR	623,484			
HSBC PRIVATE BANK (UK) L	L	EUR/USD	Simple Option	P	B	1.2200	E	NY	26 February 2009	02 March 2009	EUR	368,852			
HSBC PRIVATE BANK (UK) L	L	EUR/USD	Simple Option	C	B	1.3000	E	NY	26 February 2009	02 March 2009	EUR	5,082,000			
HSBC PRIVATE BANK (UK) L	L	EUR/USD	Simple Option	C	B	1.3371	E	NY	05 February 2009	09 February 2009	EUR	1,515,000			
HSBC PRIVATE BANKING		EUR/USD	Simple Option	C	B	1.4340	E	TKK	10 February 2009	12 February 2009	EUR	22,102,510			

Microsoft Excel - Book2

File Edit View Insert Format Tools Data Window Help Adobe PDF

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1	CoursePair	CcyPair	TradeType	CallPut	BuySell	Strike	OptionStyl	ColorGroup	ExpiryDate	DeliveryDate	FaceCcy	FaceAmount	BarrierType	BarrierRate	BarrierRate	Strategy
2	CHINATRL	USD/JPY	Simple Ba C	B	95	E	TKK		23/01/2009 00:00	27/01/2009 00:00	JPY	4750000	UO	107.5		0
3	CHINATRL	USD/JPY	Simple Ba P	B	95	D	TKK		23/01/2009 00:00	27/01/2009 00:00	JPY	4750000	UO	107.5		0
4	THE HRO	USD/JPY	Simple Ba C	B	90.95	E	TKK		16/01/2009 00:00	20/01/2009 00:00	JPY	3638000	UO	115		0
5	THE HRO	USD/JPY	Simple Ba C	B	87	E	TKK		16/01/2009 00:00	20/01/2009 00:00	JPY	1740000	UO	115		0
6	THE HRO	USD/JPY	Simple Ba P	B	90.95	E	TKK		16/01/2009 00:00	20/01/2009 00:00	JPY	1819000	UO	115		0
7	THE HRO	USD/JPY	Simple Ba P	B	87	E	TKK		16/01/2009 00:00	20/01/2009 00:00	JPY	870000	UO	115		0
8	THE OSAI	USD/JPY	Simple Ba C	B	90.95	E	TKK		19/01/2009 00:00	21/01/2009 00:00	JPY	9095000	UO	125		0
9	THE OSAI	USD/JPY	Simple Ba P	B	90.95	E	TKK		19/01/2009 00:00	21/01/2009 00:00	JPY	4547500	UO	125		0
10	THE SHG	USD/JPY	Simple Ba C	B	88.9	E	TKK		23/01/2009 00:00	27/01/2009 00:00	JPY	8990000	UO	112.9		0
11	THE SHG	USD/JPY	Simple Ba P	B	88.9	E	TKK		23/01/2009 00:00	27/01/2009 00:00	JPY	4495000	UO	112.9		0
12	SHOKO C	USD/JPY	Simple Ba C	B	94.48	E	TKK		23/01/2009 00:00	28/01/2009 00:00	JPY	9448000	UO	117		0
13	SHOKO C	USD/JPY	Simple Ba P	B	94.48	E	TKK		23/01/2009 00:00	28/01/2009 00:00	JPY	4724000	UO	117		0
14	THE HRO	USD/JPY	Simple Ba C	B	88.7	E	TKK		16/01/2009 00:00	20/01/2009 00:00	JPY	1794000	UO	115		0
15	THE HRO	USD/JPY	Simple Ba P	B	88.7	E	TKK		16/01/2009 00:00	20/01/2009 00:00	JPY	897000	UO	115		0
16	THE SHG	USD/JPY	Simple Ba C	B	88	E	TKK		16/01/2009 00:00	20/01/2009 00:00	JPY	880000	UO	108		0
17	THE SHG	USD/JPY	Simple Ba P	B	88	E	TKK		16/01/2009 00:00	20/01/2009 00:00	JPY	880000	UO	108		0
18	THE TOKY	USD/JPY	Simple Ba C	B	88	E	TKK		23/01/2009 00:00	26/01/2009 00:00	JPY	1780000	UO	84.9		0 EBR