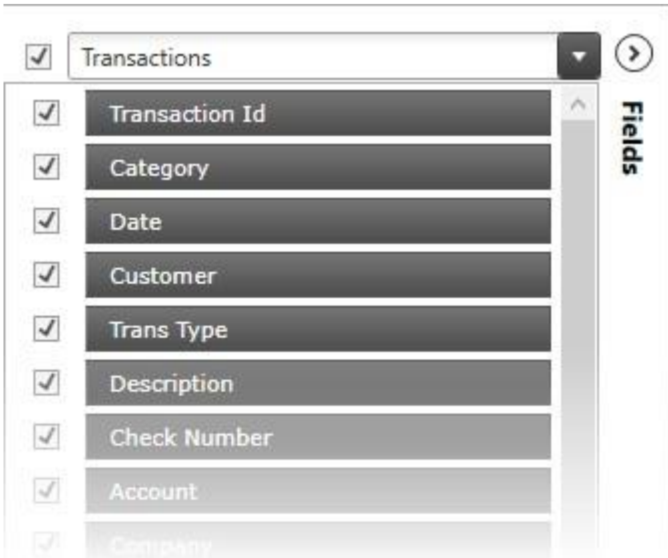
Can I eliminate fields in the Blotter?

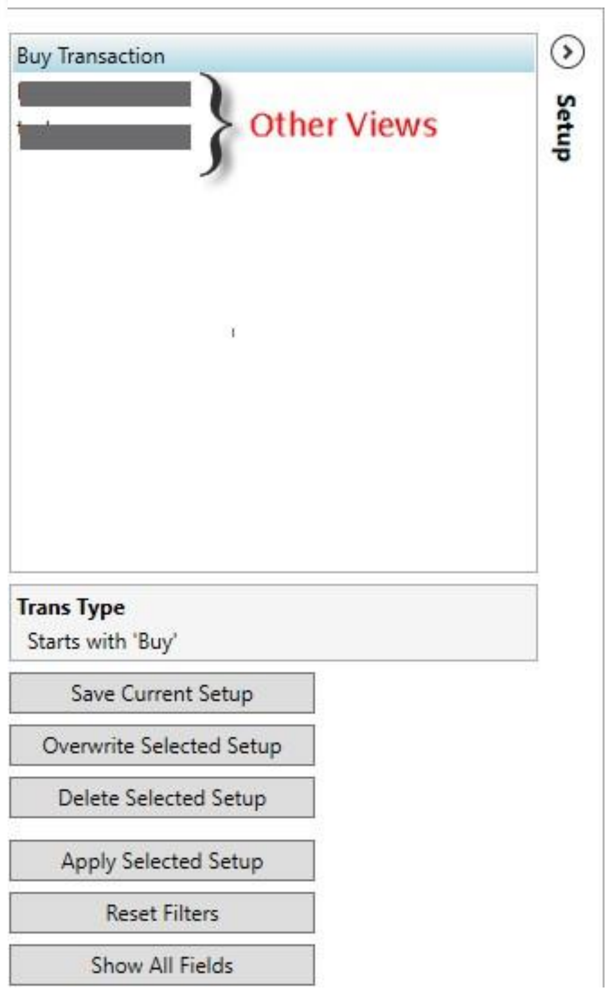


Yes. On the right side of the screen, look for the fields and setup expanders (see image right). Expand the fields expander by clicking the left-pointing arrow in a circle, and clear the fields (columns) you do not wish to see. If you only wish to view a few of the columns, you may wish to start by clearing all by selecting the check box at the top of the list. You may then re-select only those fields you desire to see.

The sample (left) shows some of the fields for the Transaction blotter as an example.

Can I save a blotter view for later use?

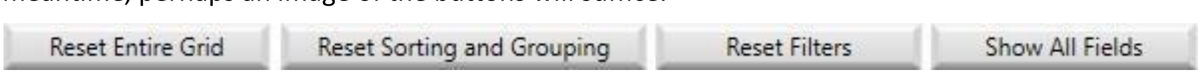
Yes. On the right side of the screen, look for the fields and setup expanders (see image above right). Expand the setup expander to show the image to the right. While the full details of this functionality will be covered in a forthcoming Blotters Manual, you can see that you have the ability from here to save, replace, remove, and use a variety of different views (setups) for the blotter in question. The list of those views appears in the main portion of the expander, along with a description of that view below the list. The buttons at the bottom allow you to perform the functions described above.



NOTE: To hide either the field or setup expanders, click the collapse button (the right-pointing arrow in a circle).

How do I get back to the “factory settings” in a blotter view?

There is a series of buttons ns at the bottom of the blotter view screen designed to help you quickly return to a standard blotter view should you need to clear multiple or “hiding” filters, reset sorting and grouping, and the like. For a complete explanation, check the forthcoming Blotter Manual. In the meantime, perhaps an image of the buttons will suffice.



Why are there different totals between the sum of the Account Value in the Accounts blotter and the sum of the Holdings Value in the Holdings blotter?

Three things may cause this. From most likely to least likely they are:

1. Holdings are in accounts flagged as Sub Accounts. To isolate these, load the Holding blotter with the Include Account Info box checked in the Additional Criteria expander and then filter for a value of True in the Is SubAccount field.
2. The account has a cash value, but no holdings. To find these, you may export both blotters (Holdings must have the Include Account Info box checked in the Additional Criteria expander before loading) and then use the Excel XLOOKUP() function to locate account in the Accounts blotter export that do not appear in the Holdings blotter export.
3. There are orphan holdings in your portfolio. Contact us with a support request if you suspect this is the case.