

Professional Online Banking Facility

▶ Account Viewing Guide



NEDBANK
PRIVATE WEALTH

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Overview

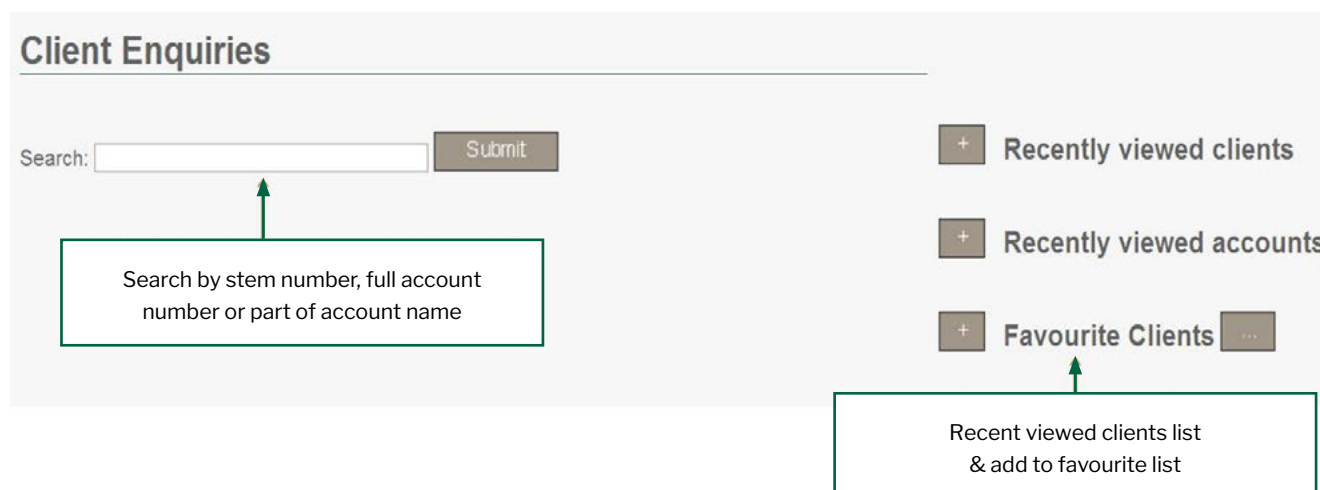
The Account viewing function enables you to view all the below listed information on any individual client under their assisted account number.

- View live cash and investment positions
- View historical bank transactions (Statements and Portfolio valuations)
- View security transaction data
- View contract notes and security classification data
- View bank standing orders
- View linked portfolios
- View loan facility
- View term deposit details
- Search by client number
- Search by client name
- Search by account number
- View recent client list
- View recent accounts viewed
- Favourite client list

► Section 1

Client & Account Enquiries Screen

This is the first screen you see when you connect to the Browser.



The screen has three sections: the navigation bar on the left-hand side which allows you to jump to other applications without closing the screen.

The second section is the centre of the screen that contains the search field and results.

Third Recently Viewed Clients / Accounts

Search: this field accepts three different types of search criteria:-

1. Client Sort Key or
2. Client Number (stem) or
3. Full Account Number

1. Client Sort Key:

Type 6 letters of the clients name then click **Submit** this will return a list of matching results. You can refine your search by typing in as much of the surname as you know (up to a maximum of six letters) - then a comma - then either an initial or the forename. You will see a much smaller selection of results matching you search criteria. Click on the client name to view their details.



NB - If you type in more than six letters you will see the **red** warning message: **Please enter no more than 6 alphabetic characters for the sort key.**

Client Enquiries

Search:

CLIENT NUMBER	CLIENT NAME
12345	Test Acc
270508	Test
472030	TEST SET-UP
920007	Deal Pad Test Account

2. Client Number:

Type in the six-digit client stem number and click the **Submit** button. You will be taken directly to the Client Details screen, which details all the account the client holds.



NB - If you do not enter the full six digits then you will see the following **red** warning message: **Please enter either an account number, client number or at least 2 letters of a client sort key. Two formats for sort key search available: sortkey or sortkey,subsearchkey.**

Client Details

Client: 123456 IOM SUSPENSE ACCOUNT

Back

Add to Favourites

Financial Summary

Additional Details

Portfolio at: Current Position

Show Nil

Valuation Currency:

Sterling

Securities:

SECURITY	FULL NAME	HOLDING	BOOK COST	MID PRICE	% PFL	MRK.CAP.VAL.
0015402	KIDDE ORD GBP0.10	0.00	0.00	1.6475 GBP		0.00
0015219	CHUBB PLC ORD 36P	0.00	0.00	0.745 GBP		0.00
0290317	WILLIAMS PLC ORD 28P	0.00	0.00	3.225 GBP		0.00
			0.00			0.00

Accounts:

ACCOUNT	NAME	TYPE	AVAILABLE BALANCE	POSTED BALANCE	SUSPENSE BALANCE	% PFL	GBP EQUIV.
12345601	SUSPENSE ACCOUNT (GBP)	CA	0.00	0.00	0.00		0.00
12345603	SUSPENSE ACCOUNT (GBP) ...	TD	0.00	0.00	0.00		0.00
1112345601	CURRENT ACCOUNT (EUR)	CA	0.00	0.00	0.00		0.00
2212345601	SUSPENSE ACCOUNT (USD)	CA	0.00	0.00	0.00		0.00
2312345601	SUSPENSE ACCOUNT (CAD)	CA	0.00	0.00	0.00		0.00

3. Account Number:

Type in the full account number for the client and click the **Submit** button. You will be taken directly to the Client Details screen for this account.



NB - If you do not enter the full account number then you will see the following **red** warning message: **Please enter either an account number, client number or at least 2 letters of a client sort key. Two formats for sort key search available: sortkey or sortkey,subsearchkey.**

Account Details

Account: 12345601 **SUSPENSE ACCOUNT (Sterling)** Posted Balance: 0.00 GBP [Back](#)
 IBAN-GB58-RFLC-1657-4112-3456-01 Interest Balance: 0.00 GBP
 Client: 123456 IOM SUSPENSE ACCOUNT Suspense Balance: 0.00 GBP
 Available Balance: 0.00 GBP

Transaction Details Account Details [Set default tab](#)

Statements: << Prev Next >> Statement Schedule: **NOSTRO MONTHLY** Account Currency: Sterling

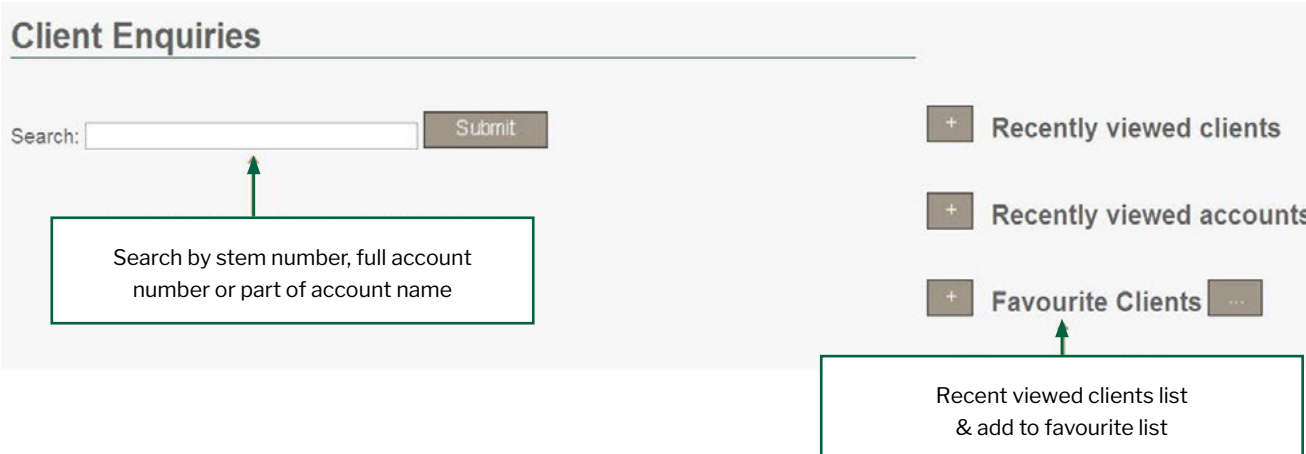
POSTED DATE	AVAILABLE	NARRATIVE	T.TYPE	DEBIT	CREDIT	BALANCE
		Brought forward		0.00	0.00	0.00
						0.00

Recently viewed clients: holds a list of the five most recently viewed clients.

Recently viewed accounts: lists the five most recently viewed accounts.

Favourite Clients: you can add a client to this list and it will remain there until you choose to delete it (See page 12). To delete a client from your favourites list, click on the button to open up a table showing your favourites. Click on the red X to delete the client.

You can also Remove All Clients or Cancel and return to the Enquiry screen.



Client Enquiries

Search:

Search by stem number, full account number or part of account name

- + Recently viewed clients
- + Recently viewed accounts
- + Favourite Clients

Recent viewed clients list & add to favourite list

► Section 2

The Client Details Screen

The Client Details screen has two tabs: Financial Summary & Additional details. If the Show Nil box is not ticked then accounts with a nil balance are not shown.

Client Details

Client: 123456 IOM SUSPENSE ACCOUNT Back Add to Favourites

Financial Summary | Additional Details

Portfolio at: Current Position Show Nil Valuation Currency: Sterling

Securities:

SECURITY	FULL NAME	HOLDING	BOOK COST	MID PRICE	% PFL	MRK.CAP.VAL.
0015402	KIDDE ORD GBP0.10	0.00	0.00	1.6475 GBP		0.00
0015219	CHUBB PLC ORD 36P	0.00	0.00	0.745 GBP		0.00
0290317	WILLIAMS PLC ORD 28P	0.00	0.00	3.225 GBP		0.00
			0.00			0.00

Accounts:

ACCOUNT	NAME	TYPE	AVAILABLE BALANCE	POSTED BALANCE	SUSPENSE BALANCE	% PFL	GBP EQUIV.
12345601	SUSPENSE ACCOUNT (GBP)	CA	0.00	0.00	0.00		0.00
12345603	SUSPENSE ACCOUNT (GBP) ...	TD	0.00	0.00	0.00		0.00
1112345601	CURRENT ACCOUNT (EUR)	CA	0.00	0.00	0.00		0.00
2212345601	SUSPENSE ACCOUNT (USD)	CA	0.00	0.00	0.00		0.00
2312345601	SUSPENSE ACCOUNT (CAD)	CA	0.00	0.00	0.00		0.00

Financial Summary: this lists the securities which the client holds (if any) plus the accounts that the client holds.

Also, you can view the historical position of a client's financial portfolio by clicking on the drop-down box next to Portfolio At and selecting a statement date from the available list:

Client: 123456 IOM SUSPENSE ACCOUNT Back Add to Favourites

Financial Summary | Additional Details

Portfolio at: Current Position Show Nil Valuation Currency: Sterling

Securities:

SECURITY	FULL NAME	HOLDING	BOOK COST	MID PRICE	% PFL	MRK.CAP.VAL.
0015402	KIDDE ORD	0.00	0.00	1.6475 GBP		0.00
0015219	CHUBB PLC	0.00	0.00	0.745 GBP		0.00
0290317	WILLIAMS PL	0.00	0.00	3.225 GBP		0.00
			0.00			0.00

To return to the live balance select **Current Position** from the Portfolio At list.

To view a security holding in detail click on the security number:

This will open the Security Details screen. If the security has a contract note, you will be able to view the details of that note here:

Portfolio at: Current Position Show Nil Valuation Currency: Sterling

Securities:

SECURITY	FULL NAME	HOLDING	BOOK COST	MID PRICE	% PFL	MRK.CAP.VAL.
0015402	KIDDE ORD GBP0.10	0.00	0.00	1.6475 GBP		0.00
0015219	CHUBB PLC ORD 38P	0.00	0.00	0.745 GBP		0.00
0290317	WILLIAMS PLC ORD 28P	0.00	0.00	3.225 GBP		0.00
			0.00			0.00

Also, you can view the Security Base Data by clicking on the blue **Show** link:

Security Details

Security: [0015402](#) [KIDDE ORD GBP0.10](#) [Back](#)
 Client: [123456](#) [IOM SUSPENSE ACCOUNT](#)

Holding: 0.00 Book Cost: 0.00 GBP
 Mid Price: 1.6475 Sterling Mkt. Cap.Value: 0.00 GBP

Security Base Data: [Show](#)

CONTRACT	TRANS. DATE	SETT. DATE	TRANS. TYPE	NOMINAL	BOOK COST	PROCEEDS	P/L BARGAIN
	14/11/2000		MERGER +	1.00	0.00 GBP	0.00 GBP	0.00 GBP 1
	15/04/2005		REDEMPTION	1.00	0.00 GBP	1.65 GBP	1.65 GBP 1

Security Details

Security: [0015402](#) [KIDDE ORD GBP0.10](#) [Back](#)
 Client: [123456](#) [IOM SUSPENSE ACCOUNT](#)

Holding: 0.00 Book Cost: 0.00 GBP
 Mid Price: 1.6475 Sterling Mkt. Cap.Value: 0.00 GBP

Security Base Data: [Hide](#)

Main Details			
Type:	41 Equity Capital	Price Currency:	Sterling
Class:	101 Protection-Safety	Parent Security:	
Issue Details			
Country of issue:	United Kingdom	Pricing Code:	S0015402 <input type="checkbox"/> Bearer Stock
Date of issue:		Total Issued:	849,182,447.00 <input type="checkbox"/> Dead Security
Other Details			
Commission Code:	1	Valuation Code:	3900 <input checked="" type="checkbox"/> Stamp Duty
Nominal Value:	0.10 GBP	Paid up Value per share:	0.00

CONTRACT	TRANS. DATE	SETT. DATE	TRANS. TYPE	NOMINAL	BOOK COST	PROCEEDS	P/L BARGAIN
	14/11/2000		MERGER +	1.00	0.00 GBP	0.00 GBP	0.00 GBP 1
	15/04/2005		REDEMPTION	1.00	0.00 GBP	1.65 GBP	1.65 GBP 1

Additional Details: this screen shows non-financial details about the client and is split into three sections:

Client: 123456 IOM SUSPENSE ACCOUNT

Back

Add to Favourites

Financial Summary	Additional Details	Set default tab
Client General Details		Client Investment Details
Sort Key:	SUSP	Cost Centre:
Account Manager:	880 - Suspense a/c (Accounts Recs)	Valuation Schedule:
Company:	1 - Fairbairn Private Bank (IOM)	Default Registration:
Country of residence:	Isle of Man	Valuation Currency:
Institution Code:	-	
Bank Account Details: Show		

Client General Details: shows the client's Sort Key, Account Manager, Company Code, Country of Residence and Institution code.

Client Investment Details: shows the client's Cost Centre, Valuation Schedule, Default Registration and Valuation Currency.

Bank Account Details: click on the Show / Hide toggle to view details about the clients Investment Account Designation.

On the right hand side of the screen you will see :-

Set Default Tab button: pressing this button will set the current tab (either Financial Summary or Additional Details) as the default view when you look at a client's details.
Add to Favourites button: clicking this button will add the client to your list of favourites (accessed from the Client Enquiry screen).

Back button: clicking this button will take you back to the Client Enquiry screen. You can also return to the Client Enquiry screen by clicking the link in the navigation bar on the left-hand side of the screen.



NB - To get back to the client detail screen, click on Financial Summary tab.

► Section 3

Account Details Screen

Additional Details: this screen shows non-financial details about the client and is split into three sections:

Client Details

Financial Summary | Additional Details | Back | Add to Favourites

Portfolio at: [Current Position](#) | Show Nil | Valuation Currency: Sterling

Securities:

SECURITY	FULL NAME	HOLDING	BOOK COST	MID PRICE	% PFL	MRK. CAP. VAL.
0015402	KIDDE ORD GBP0.10	0.00	0.00	1.6475 GBP		0.00
0015219	CHUBB PLC ORD 36P	0.00	0.00	0.745 GBP		0.00
0290317	WILLIAMS PLC ORD 28P	0.00	0.00	3.225 GBP		0.00
			0.00			0.00

Accounts:

ACCOUNT	NAME	TYPE	AVAILABLE BALANCE	POSTED BALANCE	SUSPENSE BALANCE	% PFL	GBP EQUIV.
12345601	SUSPENSE ACCOUNT (GBP)	CA	0.00	0.00	0.00		0.00
12345603	SUSPENSE ACCOUNT (GBP)	TD	0.00	0.00	0.00		0.00
1112345601	CURRENT ACCOUNT (EUR)	CA	0.00	0.00	0.00		0.00
2212345601	SUSPENSE ACCOUNT (USD)	CA	0.00	0.00	0.00		0.00
2312345601	SUSPENSE ACCOUNT (CAD)	CA	0.00	0.00	0.00		0.00

Quick filter –FTD Details

ACCOUNT	NAME	TYPE	AVAILABLE BALANCE	POSTED BALANCE	SUSPENSE BALANCE	% PFL	GBP EQUIV.
49216103	Term Deposit (GBP) ...	TD	25,000.00	25,000.00	0.00	89.63	25,000.00

Fixed Term Details:
 Start Date: 10/08/2012
 End Date: 12/08/2013
 Capital: 25,000.00 GBP
 Interest: 502.74 GBP
 Interest Rate: 2.0000

[Click to view more details](#)

If a fixed term deposit account is held then next to the account name the ...in blue. By clicking on this it will provide you with the fixed deposit details.

To select the account you want to view click on the account number and the following screen will be shown.

Statements

Balances

Account Details

Account: 12345601 SUSPENSE ACCOUNT (Sterling) IBAN-GB58-RFLC-1657-4112-3456-01 Client: 123456 <u>IOM SUSPENSE ACCOUNT</u>	Posted Balance: 0.00 GBP Interest Balance: 0.00 GBP Suspense Balance: 0.00 GBP Available Balance: 0.00 GBP
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Back

Transaction Details
Account Details
Set default tab

Statements: Current Transactions << Prev Next >>
Statement Schedule: **NOSTRO MONTHLY**
Account Currency: Sterling

POSTED DATE	AVAILABLE	NARRATIVE	T.TYPE	DEBIT	CREDIT	BALANCE
01/11/2012		TRANSFER TO King B D & Judge M E	4	0.00	19,000.00	-463,568.52
01/11/2012		TRANSFER TO STAFF SOCIAL FUNDS	4	0.00	250.00	-463,318.52
15/11/2012		TRANSFER TO Brindle F R Mr	4	0.00	1,200.00	-3,111,744.45
15/11/2012		TRANSFER TO Capon J H Mr & A Mrs	4	0.00	346.66	-3,111,397.79

Transactions highlighted in yellow are forward dated transactions

At the top left of the screen you will see the Account number, the IBAN (if applicable), the Client stem number, the Client name,

Top right of the screen you can see the Posted balance, Interest Balance, Cleared balance the Suspense balance and the Available balance.

Posted balance – Balances with posted transaction entries

Interest Balance – Balance includes transactions not yet cleared but, are earning interest.

Suspense balance - Balance including entries due to credit or debit the account.

Available balance. – Current balance

All current transaction will be displayed. Any transaction highlighted in yellow are forward dated transactions

You will also see two tabs, Transaction Details & Account Details.

Transaction Details: this tab shows you current and historical details of all transactions to pass through the account. By default, the view shows current transactions, however, by clicking on the drop-down arrow next to the Statements field, you can select any statement going back to the opening date of the account. You can also navigate through the statements by using the Prev and Next controls.

Account Details

Account: 12345601	SUSPENSE ACCOUNT (Sterling)	Posted Balance:	0.00 GBP	Back
	IBAN-GB58-RFLC-1657-4112-3456-01	Interest Balance:	0.00 GBP	
Client: 123456	<u>IOM SUSPENSE ACCOUNT</u>	Suspense Balance:	0.00 GBP	
		Available Balance:	0.00 GBP	

Transaction Details

Account Details

[Set default tab](#)

Statements: Current Transactions

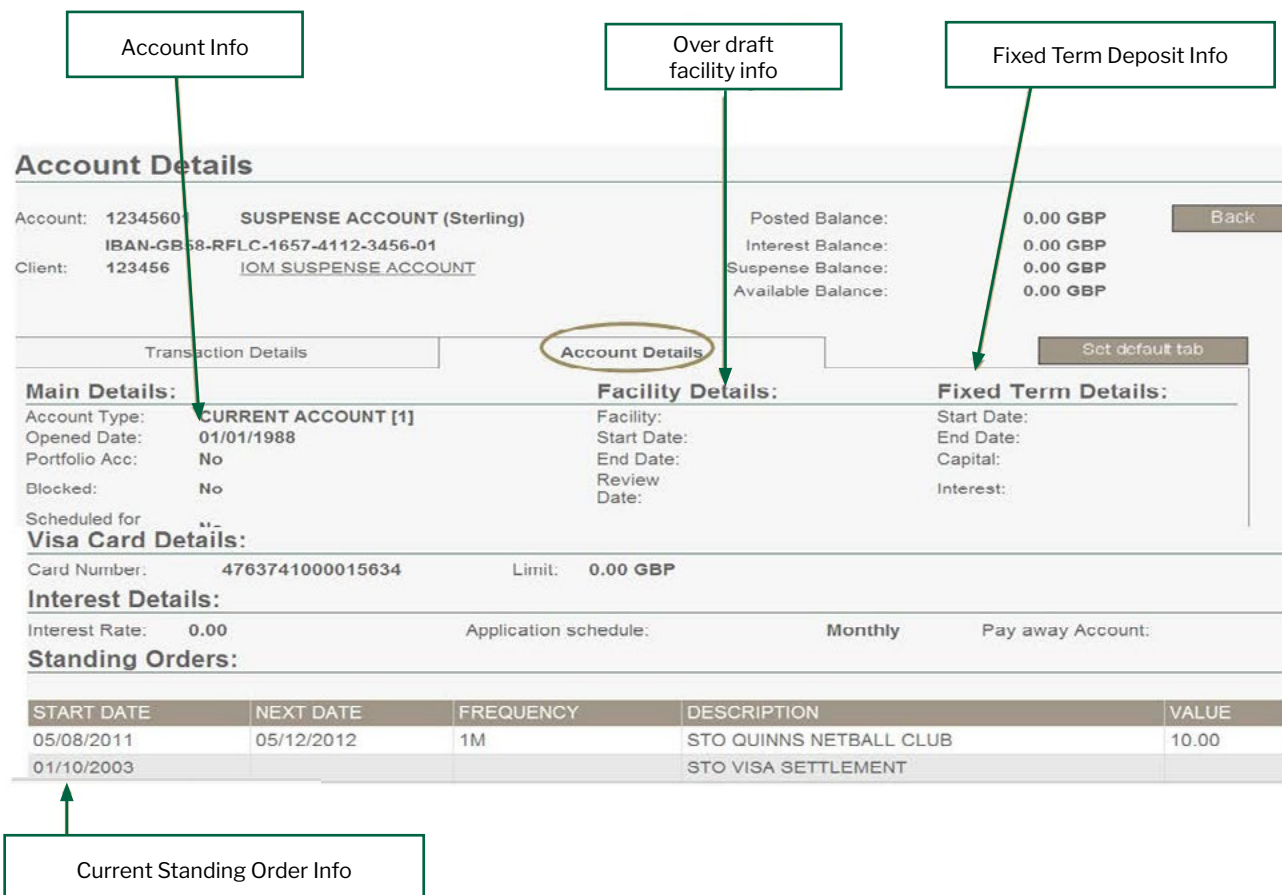
- 31/08/2012 Page 290
- 31/07/2012 Page 289
- 30/06/2012 Page 288
- 31/05/2012 Page 287
- 30/04/2012 Page 286
- 29/02/2012 Page 285
- 31/01/2012 Page 284
- 31/12/2011 Page 283
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- 31/12/2010 Page 272
- 30/11/2010 Page 271
- 31/10/2010 Page 270
- 30/09/2010 Page 269
- 31/07/2010 Page 268
- 31/05/2010 Page 267
- 30/04/2010 Page 266

<< Prev Next >>

Statement Schedule: **NOSTRO MONTHLY**

Account Currency: Sterling

POSTED DATE	T TYPE	DEBIT	CREDIT	BALANCE
		0.00	0.00	0.00
12/11/2012	ON 562924	0.00	50,000.00	50,000.00
13/11/2012	ON	-50,000.00	0.00	0.00
				0.00



Account Info

Over draft facility info

Fixed Term Deposit Info

Account Details

Account: 1234560 SUSPENSE ACCOUNT (Sterling) Posted Balance: 0.00 GBP [Back](#)

IBAN-GB68-RFLC-1657-4112-3456-01 Interest Balance: 0.00 GBP

Client: 123456 IOM SUSPENSE ACCOUNT Suspense Balance: 0.00 GBP

Available Balance: 0.00 GBP

[Transaction Details](#) **Account Details** [Set default tab](#)

Main Details: Account Type: CURRENT ACCOUNT [1]
 Opened Date: 01/01/1988
 Portfolio Acc: No
 Blocked: No
 Scheduled for: ..

Facility Details: Facility:
 Start Date:
 End Date:
 Review Date:

Fixed Term Details: Start Date:
 End Date:
 Capital:
 Interest:

Visa Card Details: Card Number: 4763741000015634 Limit: 0.00 GBP

Interest Details: Interest Rate: 0.00 Application schedule: Monthly Pay away Account:

Standing Orders:

START DATE	NEXT DATE	FREQUENCY	DESCRIPTION	VALUE
05/08/2011	05/12/2012	1M	STO QUINNS NETBALL CLUB	10.00
01/10/2003			STO VISA SETTLEMENT	

Current Standing Order Info

Account Details: this tab shows you important information about the account – the way it is set up and how it functions. It is split into six parts:

Main Details: relates to the operation of the account and comprise of Account Type, Opened Date, and Portfolio Account flag.

Facility Details: relates to the loan facility (if applicable) for the account and comprises of Facility, Start Date, End Date and Review Date.

Fixed Term Deposit: relates to the term deposit (if applicable) for the account and comprises of Start Date, End Date, Capital and Interest.

Interest Details: relates to the interest due on the account and comprises of Interest Rate, Application Schedule and Pay Away Account.

Standing Orders: relates to all standing orders currently in operation on the account and comprises of Start Date, Next Date, Frequency, Description and Value.

Visa Details: (If applicable) it relates all the visa card connected to the account and shows the current limit set.

To return to the client detail screen click the **BACK** button or alternately click the clients name shown and it will return to the Client detail screen.



NB:- If you click the Set Default Tab: this will set the default view for this screen.

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The Jersey branch is regulated by the Jersey Financial Services Commission.

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