

Tabular report

The Web-client has a function of generating tabular reports containing:

- statuses of order processing by the repository;
- information about rejection and the date of rejection;
- economic parameters of transactions.

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In the current version of the Web-client a table report does not contain:

- An execution status report (CM093);
- Statement request (CM004);
- Information about credit support annex (CM092);
- Information about mark to market valuation (CM094).

The report is automatically generated once a day after 10 PM Moscow time. To download the report, go to **Reports Tabular** (fig. 1).

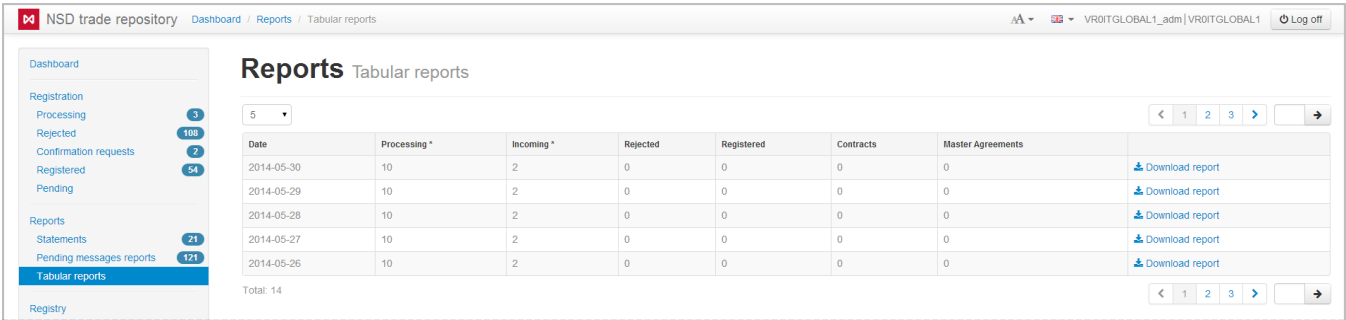
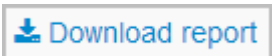


Figure 1 – Tabular reports form

This form displays the number of new messages for each status. To view the tabular report:



1. click on [Download report](#) link;
2. open the downloaded bulk format file using MS Excel.

Tabular report (Figure 2) contains the following types of messages (Figure 2, p. 3):

- processing;
- orders;
- rejections;
- registration notifications.

Account role "User"

Role name

User

Navigator

- Registration ☒
- Reports** ☒
- Registry ☒
- Master agreements ☒

Rights

- ☒ **Draft sending** allows to send drafts to the Repository
- ☒ **Draft changing** allows to create and to edit drafts
- ☒ **Enable/Disable daily tabular reports** allows enable/disable the generation of daily tabular reports

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Figure 3 – settings of the additional role

To display tabular reports:

1. go to **Settings** (Fig. 4.1) **Tabular reports** tab (Fig. 4.2);

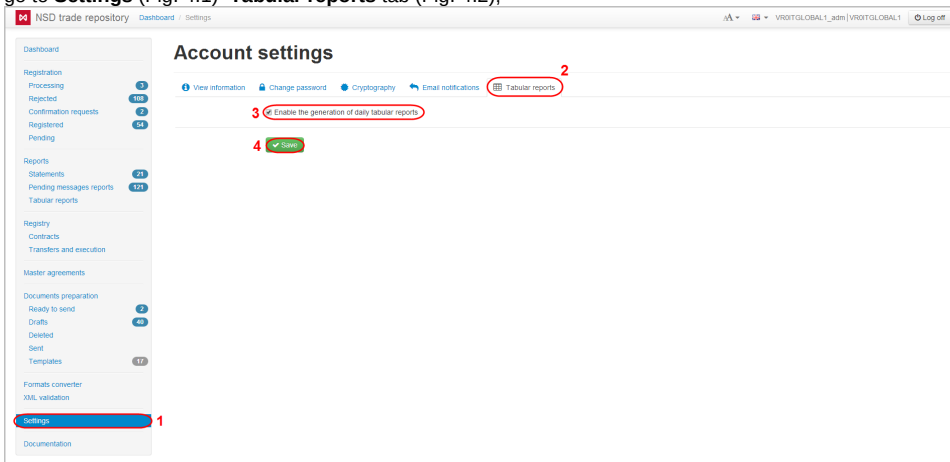


Figure 4 – enabling tabular reports

2. check the box next to **Enable generation of daily tabular reports** (Fig. 4.3);
3. click **Save** (Fig. 4.4).

When this function is enabled, access right is granted to all users of the participant (organization).