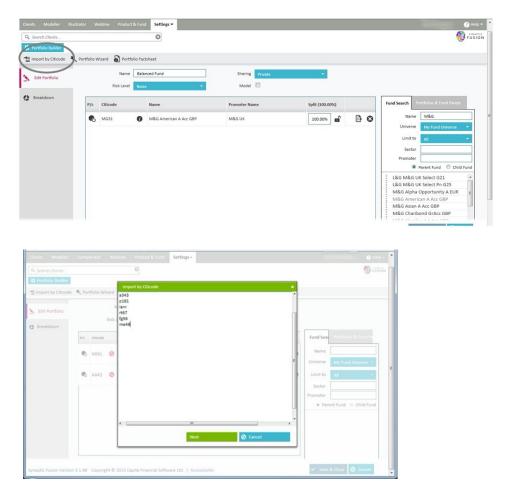
## Can I import funds by Citicode?

Last Modified on 19/02/2020 11:09 am GMT

You can import an entire list of funds using the**Import by Citicode** button if you have these codes available.

You have the option to free type the codes in manually or copy and paste from another source as shown in the screen shot below:



By clicking the **Next** button this will verify that the codes are correct and highlight any funds that cannot be found as the following screen shot demonstrates.

				0					(i) - C	110 N
Portfolio Builder			1							
Import by Citicode	N, Por	tfolio W	zard		w Citicode		*			
			N		Fund Name	Promoter				
Edit Portfolio	Rişk L			A343	Aberdeen World Equity A Acc	Aberdeen Fund Managers Limited	0			
Breakdown				LANR	Absolute Insight W	Insight	0			
	P/c	Citicode		ME49	BlackRock Gold & General A Acc	BlackRock	0	Name	and the search of the first search	1
	۰	N891	0	P181	Invesco Perp Corporate Bond Acc	Invesco Perpetual	0			
				RT67	JPM America Large Cap A Dis NAV USD	JP Morgan Asset Management	0	Universe	My Fund Universe *	
	0	AAR2	0		wing Citicodes could not be found:			Limit to	A8 *	
				fg56			<u>^</u>	Sector		
								Promoter		
			- 1				-	W Part	ent Fund 🐇 Child Fund	

By clicking the **Finish** button you will populate the selected funds which are valid into the portfolio that you are constructing.

You will then be required to input the weightings for each fund (if a Portfolio).

You should note that importing by citicode will always set the imported funds to child mode. If you require parent mode you would need to click on the relevant icon.

Search Clients			8				6	FUSIO
Portfolio Builder								
import by Citicode 🛛 🕷	Portfolio V	Wizard 🔊 Portfo	lio Factsheet					
Edit Portfolio		Name	Balanced Fund		Sharing Private	•		
Edit Portiolio		Risk Level	None	*	Model			
Breakdown	P/c	Citicode	Name		Promoter Name	Split (100.00%)	Fund Search Portfolios & Fund Panels	
	•	MG31	M&G American	A Acc GBP	M&G UK	100.00%	Name M&G	
							Universe My Fund Universe	-
							Limit to All	-
							Sector	
							Promoter	
							Parent Fund O Child	Fund
							L&G M&G UK Select G21	~
							L&G M&G UK Select Pn G25	
							M&G Alpha Opportunity A EUR	8
							M&G American A Acc GBP	- 10
							M&G Asian A Acc GBP M&G Charibond GrAcc GBP	_
							M&G Charlbond Grace GBP	

You can also view the Breakdown and the Asset Mix from the screen below:

Edit Rottfolio	Your port	folio breaks down as follows:				
Breakdown	Cricola	Name	Promoter Name	Split		Asset Mix
	N891	Aviva Multi-Manager 40-85% S1	Aviva Life & Pensions UK Ltd	14.29%	₽ĵ	
	AAR2	AB Global Plus Fixed Income Portfolio 1 Hedged EUR	AllianceBernstein (LUX) S.A	14.29%	Ð	
	A343	Aberdeen World Equity A Acc	Aberdeen Fund Managers Limited	14.29%	Ð	
		Absolute Insight W	Insight	14.29%	B =	Global Equities (ex UK) (20.72%)
	ME49	BlackRock Gold & General A Acc	BlackRock	14.28%	Ð	No data (14.29%) Global Fixed income (ex UK) (14.23%)
	H7Y0	Aviva 7IM AAP Balanced Pn Inet	Aviva Life & Pensions UK Ltd	14.28%	Ð	Commodities (14.17%) UK Equities (11.22%) Cash (4.60%)
	AAIP	Aviva 7IM AAP Moderately Cautious Pn 513	Aviva Life & Pensions UK Ltd	14.28%	B	US Fixed income (4.32%)

If you are happy with the portfolio breakdown you can click on the **Save and Close** on the bottom right of the screen to save the portfolio.