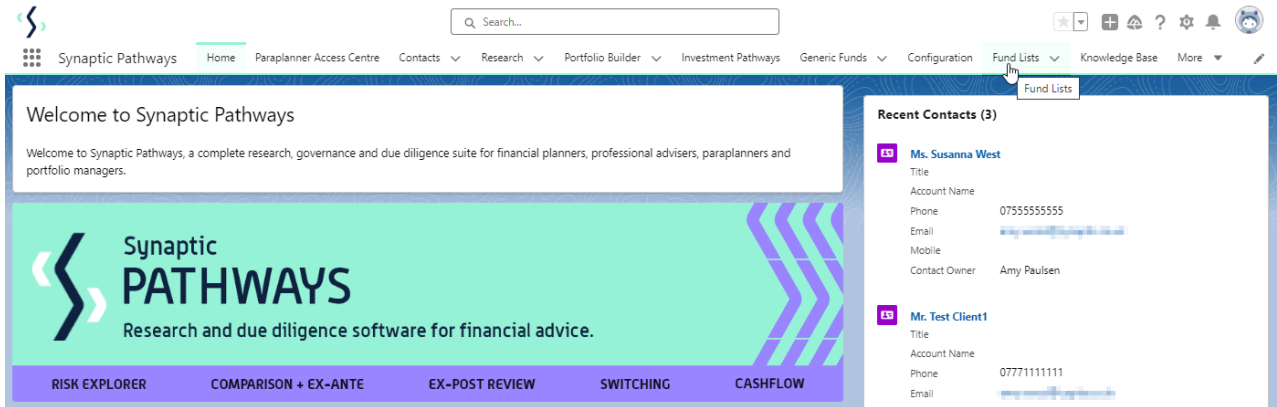


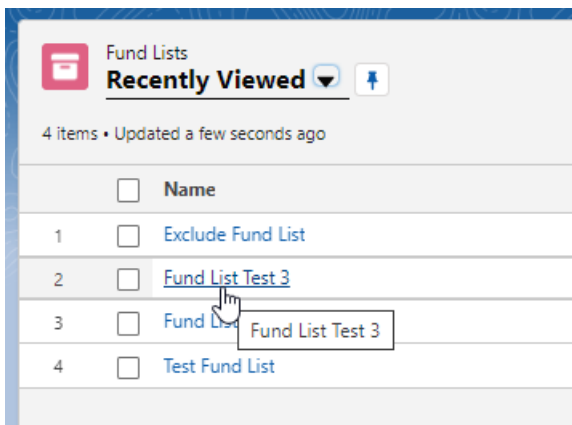
Fund Lists - Import

Last Modified on 13/02/2024 3:35 pm GMT

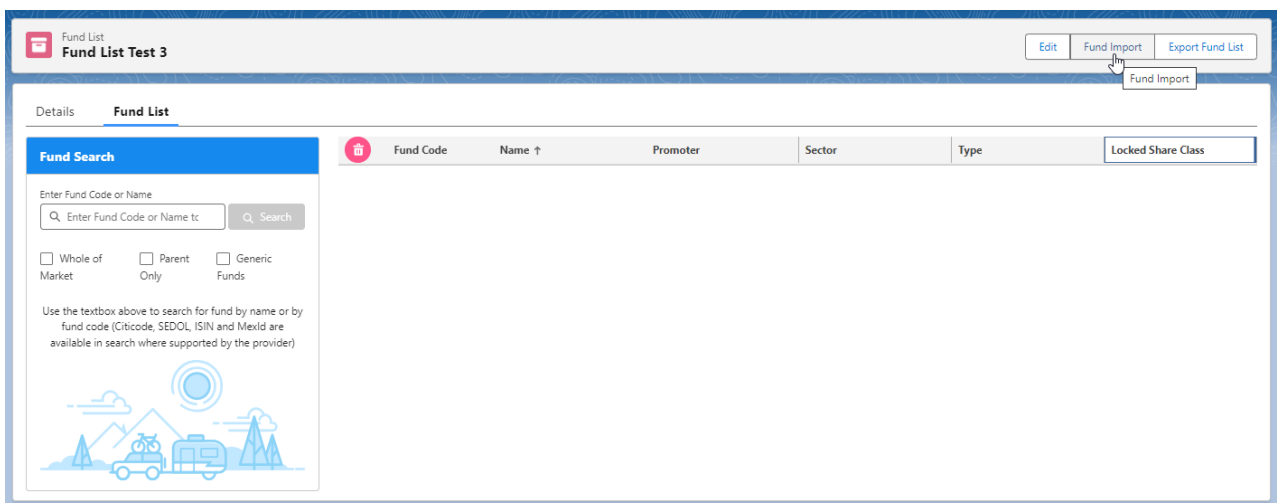
Funds can be imported into Fund lists within the **Fund Lists** tab:



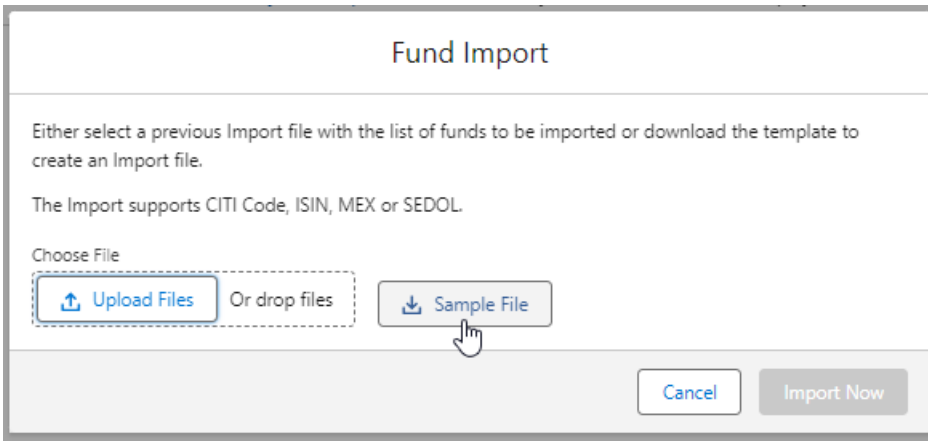
Click into the Fund list or create new:



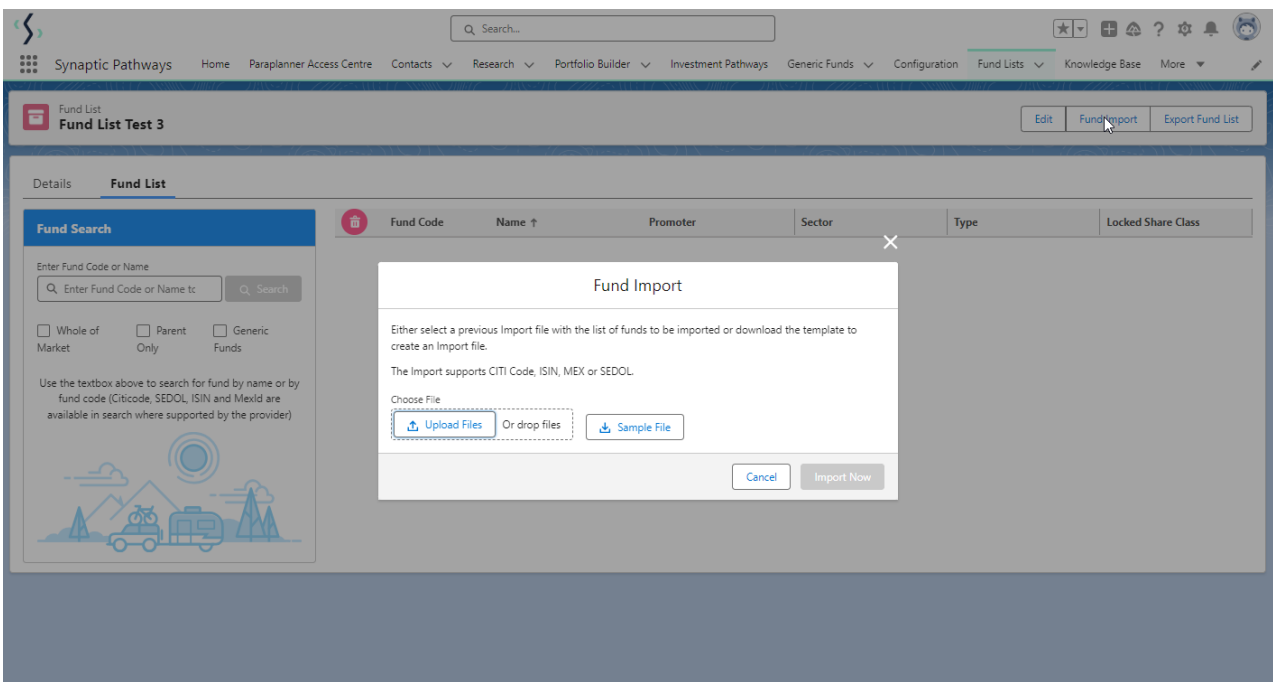
Click 'Fund Import' in the top right of the screen:



Click 'Sample File' to download the template file:



Open the file to input the funds into the Default Fund List (you may need to navigate to your download folder)



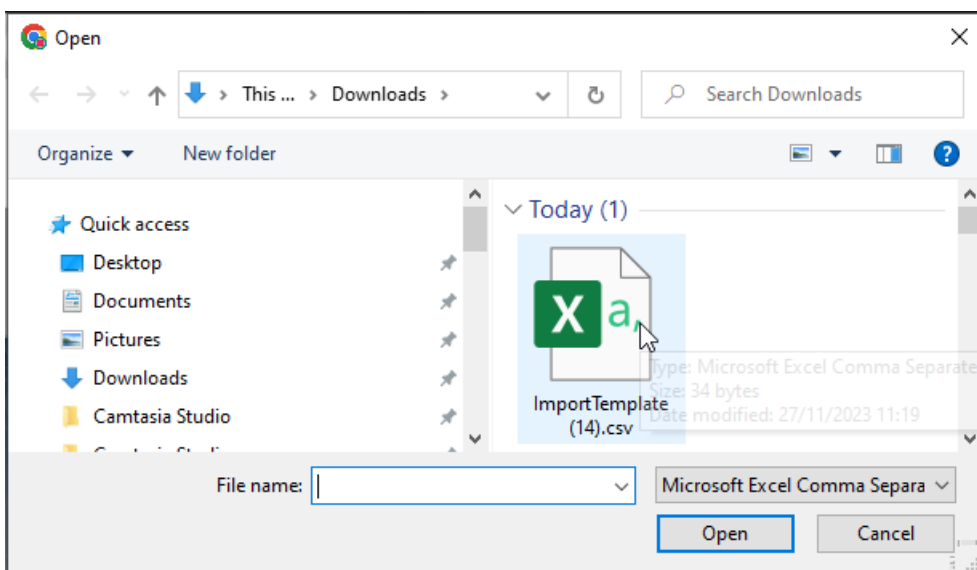
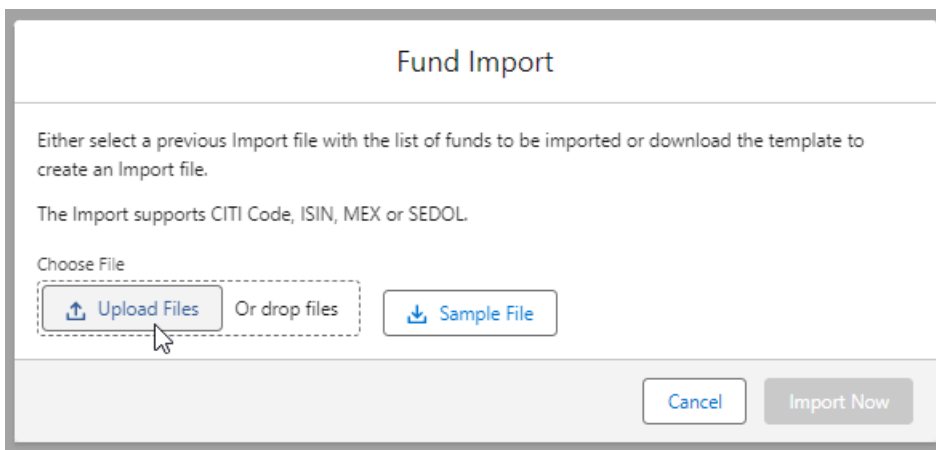
Once open, you will need to list the codes (citicode, ISIN, MexID or Sedol is supported)

| | A | B |
|---|----------|---|
| 1 | FUNDCODE | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |

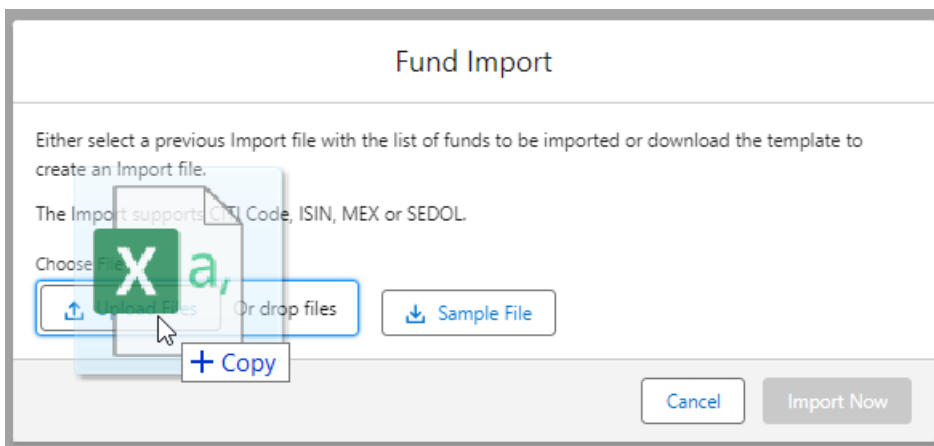
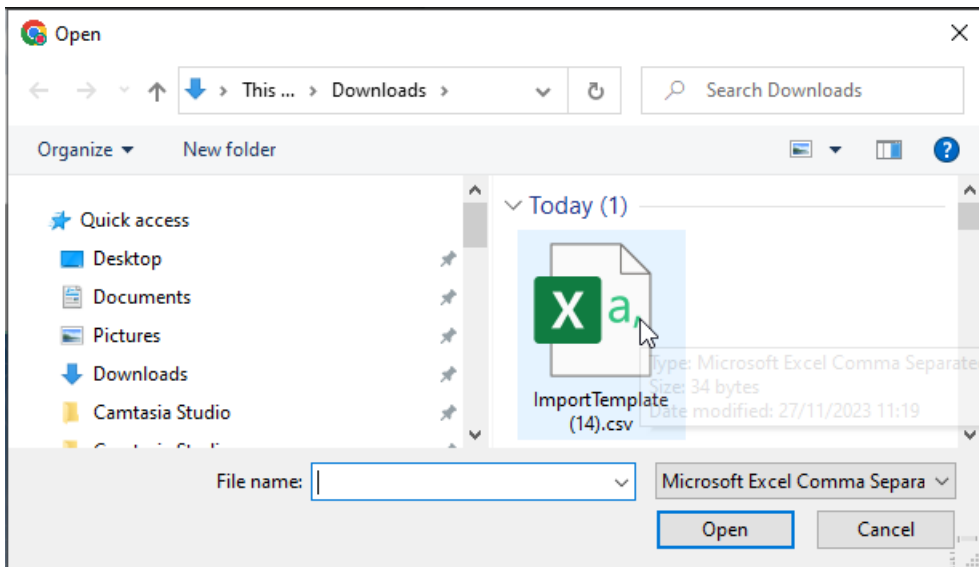
| | A |
|---|----------|
| 1 | FUNDCODE |
| 2 | E184 |
| 3 | PE12 |
| 4 | ACDO |
| 5 | F1FS |
| 6 | |

Once done, Save the file. Navigate back to Risk Explorer to import.

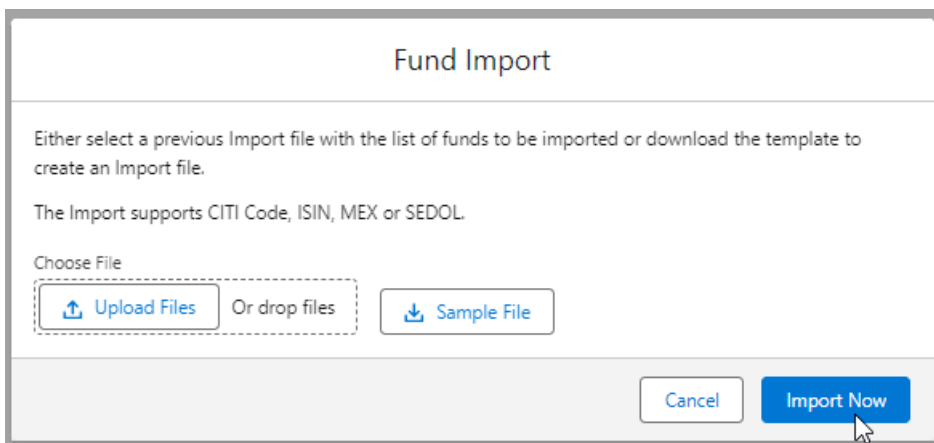
You can click 'Upload Files' to find the file:



Alternatively, you can drag the file into the Fund Import box:



Click 'Import Now' to import the fund list:



Fund Import

Either select a previous Import file with the list of funds to be imported or download the template to create an Import file.

The Import supports CITI Code, ISIN, MEX or SEDOL

Choose File

↑ Upload Files

Or drop files

↓ Sample File

Cancel
Import Now

All funds will now be listed, as seen below:

Synaptic Pathways
Search...

[Home](#)
[Paraplanner Access Centre](#)
[Contacts](#)
[Research](#)
[Portfolio Builder](#)
[Investment Pathways](#)
[Generic Funds](#)
[Configuration](#)
[Fund Lists](#)
[Knowledge Base](#)
[More](#)

Fund List **Fund List Test 3**

✓
Success
Fund have been successfully imported
✕

[Edit](#)
[Fund Import](#)
[Export Fund List](#)

Details **Fund List**

Fund Search

Enter Fund Code or Name

Whole of Market
 Parent Only
 Generic Funds

Use the textbox above to search for fund by name or by fund code (Citicode, SEDOL, ISIN and Mexid are available in search where supported by the provider)

| | Fund Code | Name ↑ | Promoter | Sector | Type | Locked Share Class |
|---|-----------|----------------------------------|--------------------------------|----------------------------|------|--------------------|
| ✕ | E184 | Fidelity Global Special Situatio | Fidelity International (FIL In | Equity - International | | 🔒 |
| ✕ | F1F5 | HSBC GIF Global High Yield Bc | HSBC Investment Funds (Lu... | Fixed Int - USD High Yield | | 🔒 |
| ✕ | PE12 | Invesco UK Equity High Incom | Invesco Fund Managers Ltd | Equity - UK | | 🔒 |
| ✕ | ACDO | Vanguard LifeStrategy 40% Eq | Vanguard Investments UK Li... | Mixed Asset - Balanced | | 🔒 |

See next [Fund Lists - Export](#)