STUDENT MANUAL

capitalpms

A Training Soution from CapitalWave

portfoliomanagementsimulator

TECHNOLOGY ENABLED LEARNING®

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TECHNOLOGY ENABLED LEARNING

Introduction of CapitalWave Inc.

CapitalWave Inc.
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CapitalWave is an innovate training company specializing in *Technology Enabled Learning* solutions for the financial markets and delivering "technical solutions" for the corporate learning & development markets. We are a company that seeks to *leverage* our tools, products and skills as a full service corporate training company.

capitalcms – capitalmarketsimulator

capitalpms – portfoliomanagementsimulator

CapitalFITS – fixedincometradingsimulator

capitalosa – optionstrategyanalyzer

CapitalFTS – forextradingsimulator

capitalrnts – realnewstradingsimulator

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INTRODUCTION

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Introduction

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Type:

Browser-based application

Objective:

Assist students in understanding the principles of Portfolio Theory and to provide them with a feeling of the risks involved, decisions making process, and other concepts that go into portfolio management. The simulations are needed to introduce delegates to the general principles and practicalities of strategic asset allocation. PMS is a very realistic portfolio management interface.

How to log in and log out

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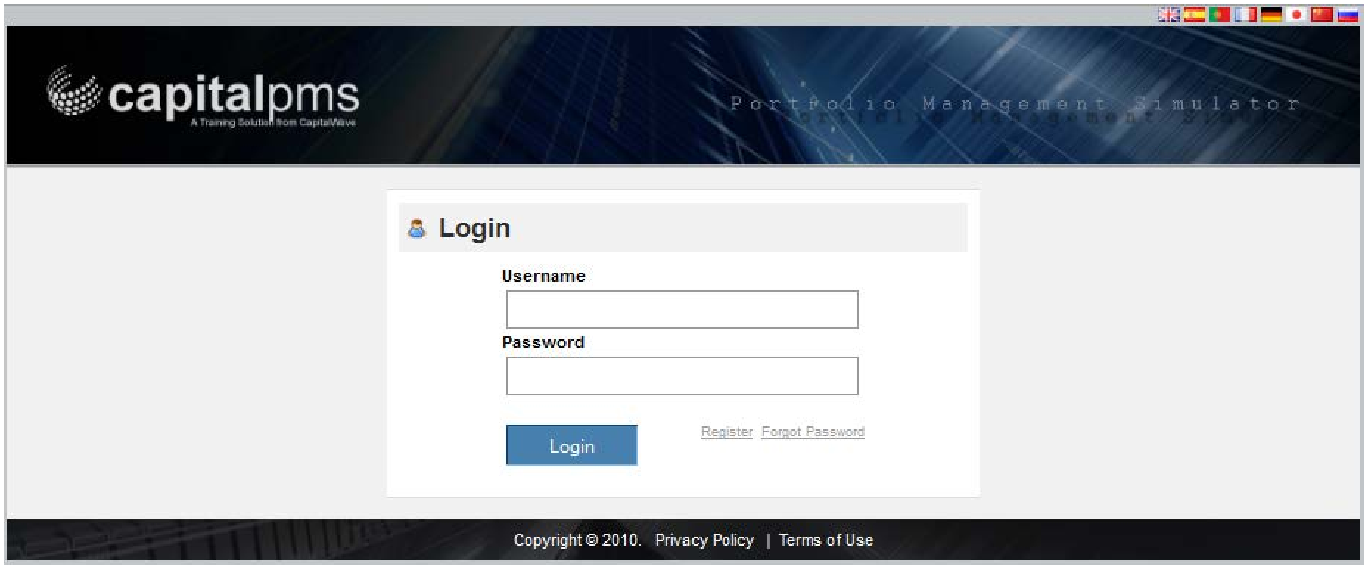
To enter the Capitalpms follow the following link:

http://dev.capital-pms.com/Login.aspx



A login page will appear. When you enter for the first time, you can click over Register on the bottom left corner and create a new user. If you are already a user, you can type your user and password.

A new user cannot log in until the instructor joins him/her to a simulation.

How to log in and log out

To log out from the PMS student user, students would go to the top right of the home screen, click on "Log Out" to leave the system.

PMS MENU

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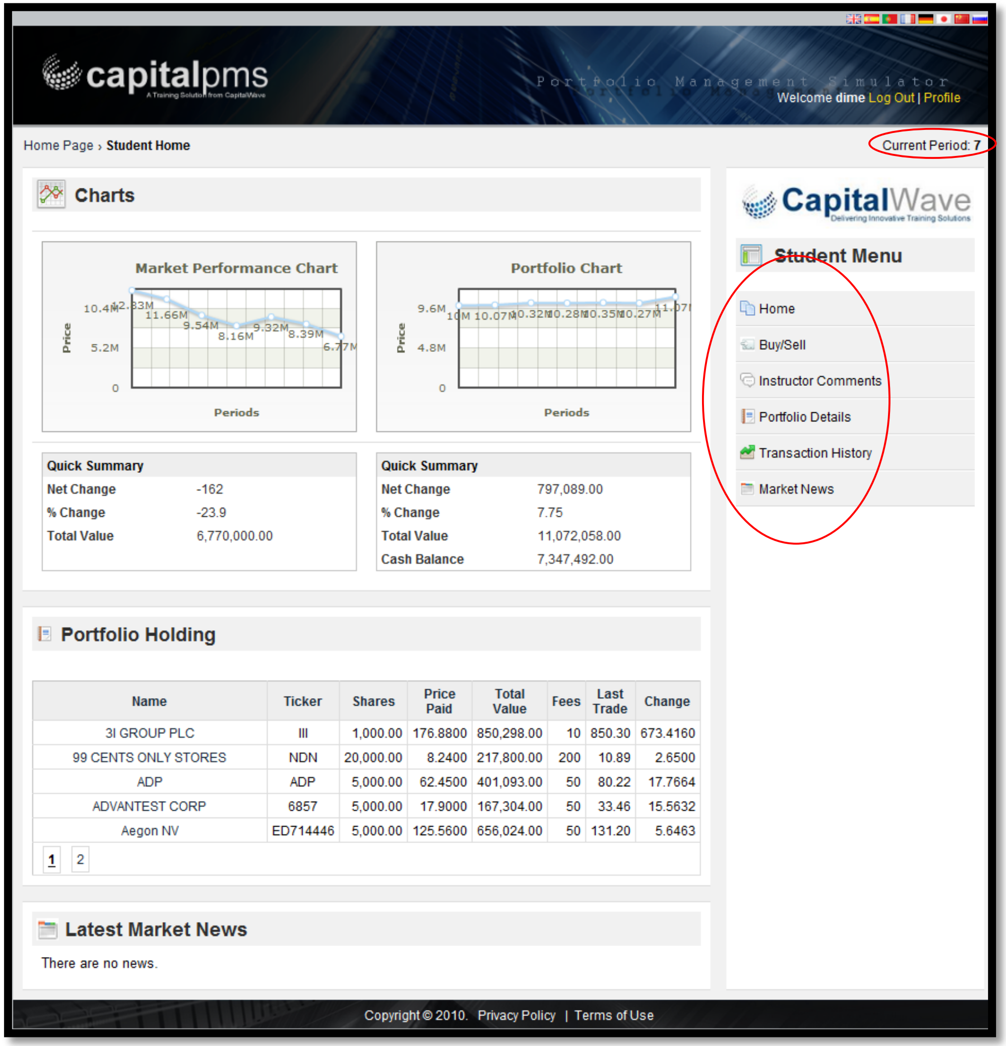
PMS Menu


capitalpms
Portfolio Management Simulator
Welcome dime Log Out | Profile
Home Page › Student Home
Current Period: 7
Charts
Market Performance Chart
Portfolio Chart
Price
Periods
Quick Summary
Net Change -162
% Change -23.9
Total Value 6,770,000.00
Quick Summary
Net Change 797,089.00
% Change 7.75
Total Value 11,072,058.00
Cash Balance 7,347,492.00
Portfolio Holding
Name | Ticker | Shares | Price Paid | Total Value | Fees | Last Trade | Change
3I GROUP PLC | III | 1,000.00 | 176.8800 | 850,298.00 | 10 | 850.30 | 673.4160
99 CENTS ONLY STORES | NDN | 20,000.00 | 8.2400 | 217,800.00 | 200 | 10.89 | 2.6500
ADP | ADP | 5,000.00 | 62.4500 | 401,093.00 | 50 | 80.22 | 17.7664
ADVANTEST CORP | 6857 | 5,000.00 | 17.9000 | 167,304.00 | 50 | 33.46 | 15.5632
Aegon NV | ED714446 | 5,000.00 | 125.5600 | 656,024.00 | 50 | 131.20 | 5.6463
1 2
Latest Market News
There are no news.
CapitalWave
Student Menu
Home
Buy/Sell
Instructor Comments
Portfolio Details
Transaction History
Market News
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PMS Menu

The home page is divided into four sections:

I. Student profile section - on top right of the screen, students can also log out of PMS through here as we talked about it in “How to log in and log out?”

II. Display section – on left area of the home page, where it displays according to the options from menu bar.

III. Student Menu – on the right of the screen, where all the student users’ functions display. It includes the following options：

   i. Home

   ii. Buy / Sell

   iii. Instructor Comments

   iv. Portfolio Details

   v. Transaction History

   vi. Market News

IV. Above Student Menu is the company logo created by administrator and the period in which the student is currently in is shown above on company logo.

MAIN MENU

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PMS Menu

i. Market Performance

Summary of the market situation. PMS uses S&P500 to represent the market behavior. Shows a graph with the behavior of S&P500, net change, percentage change and total value data.

ii. Portfolios

Summary of your current portfolio situation. Includes a graph which shows the change in value of the portfolio, it also shows data of the amount of net change in price from the previous period to the current period, the % of that change and the total current value.

iii. Market News

List of news that corresponds to the current period in the simulation. You can click on the title to be able to read the whole story. Once inside one of the news stories you can move to the next news or previous news of the current period with the green buttons at the bottom of the screen.

iv. Portfolio Holdings

List of assets included in your current portfolio with basic information on each of them. It contains name, ticker, # of shares, total current value, price paid, last trade and net change. You can click on the name of each of the assets to be able to see information on the recent movement of that particular asset.

v. Portfolio Allocation

Gives a quick view of the current distribution of your portfolio, the percentages invested on each type of asset are represented in a pie graph.

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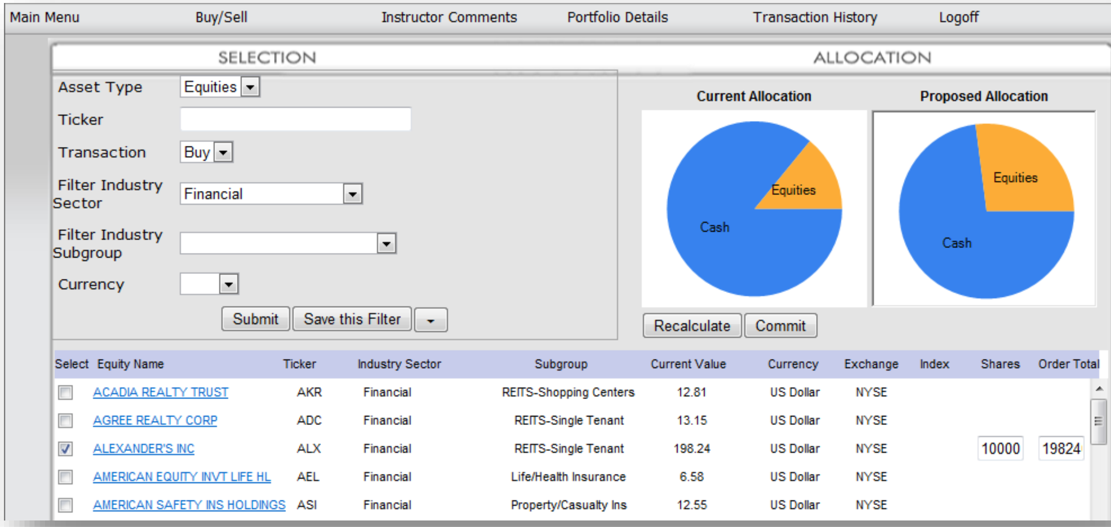
Buy / Sell

This is one of the most important options of the menu. This option will allow the user to search investment products, buy and sell them to form their portfolio.



This screen is divided in 3 sections. The upper left part is used to filter and execute the searches. The upper right part displays the pie graphs with the current allocation of the portfolio and the proposed allocation. Finally, the lower window will display the list of assets according to the executed search.

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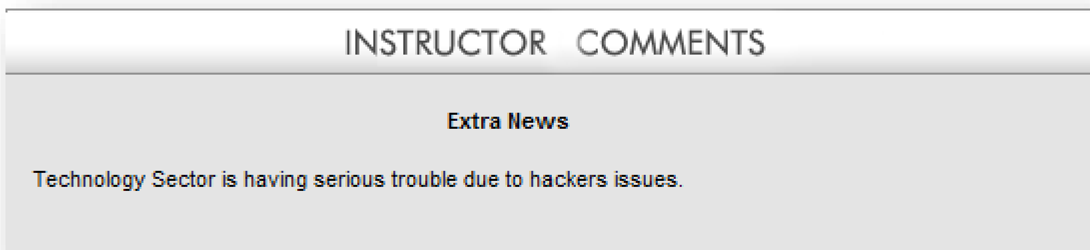
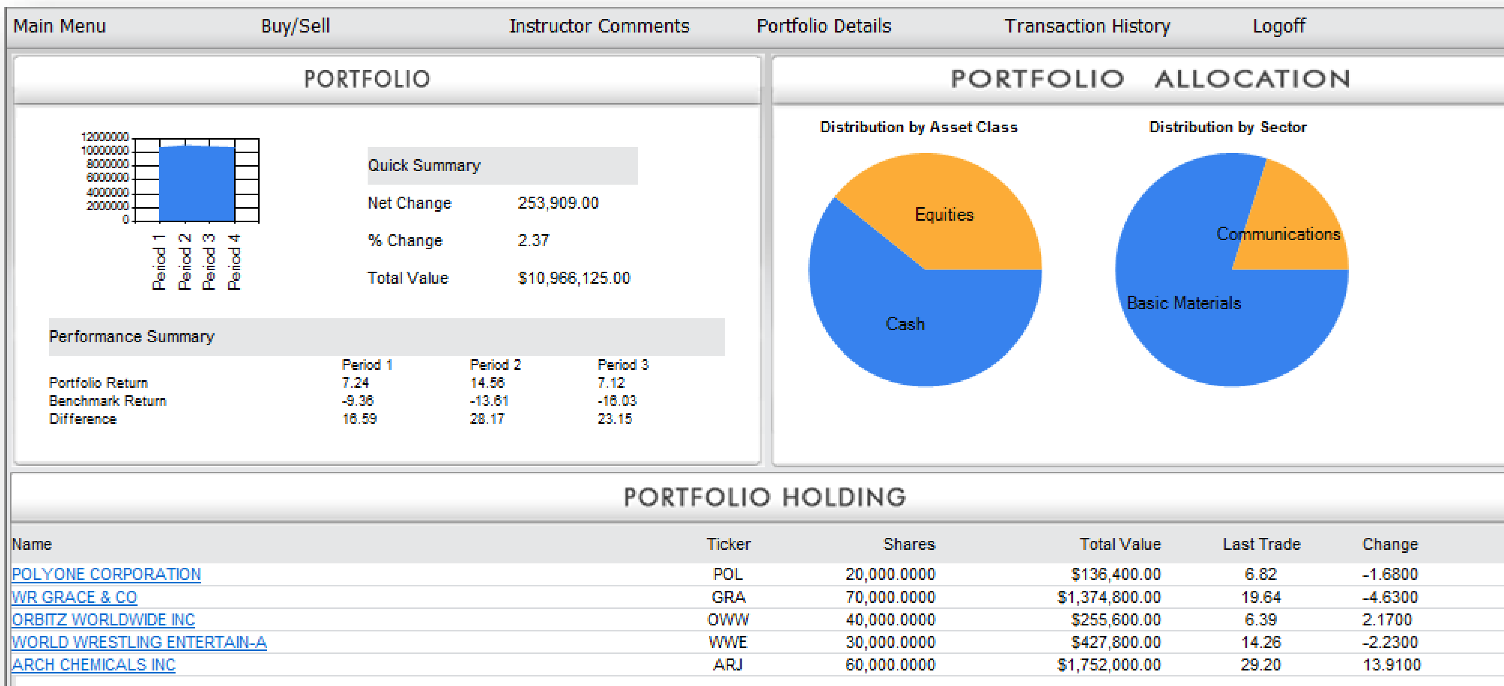
Instructor Comments

This option will allow the student user to read any instructions, information or comments that the instructor may post for the students.



Portfolio Details

This section contains detailed information about the current portfolio of the user. In the Portfolio window we have the Quick Summary with the current period information and the performance summary of all the past periods. In the Portfolio Allocation window we have the pied graphs that show distribution of the user's portfolio by asset class and by sector. Finally in the Portfolio Holding window the user can see the composition of the portfolio.



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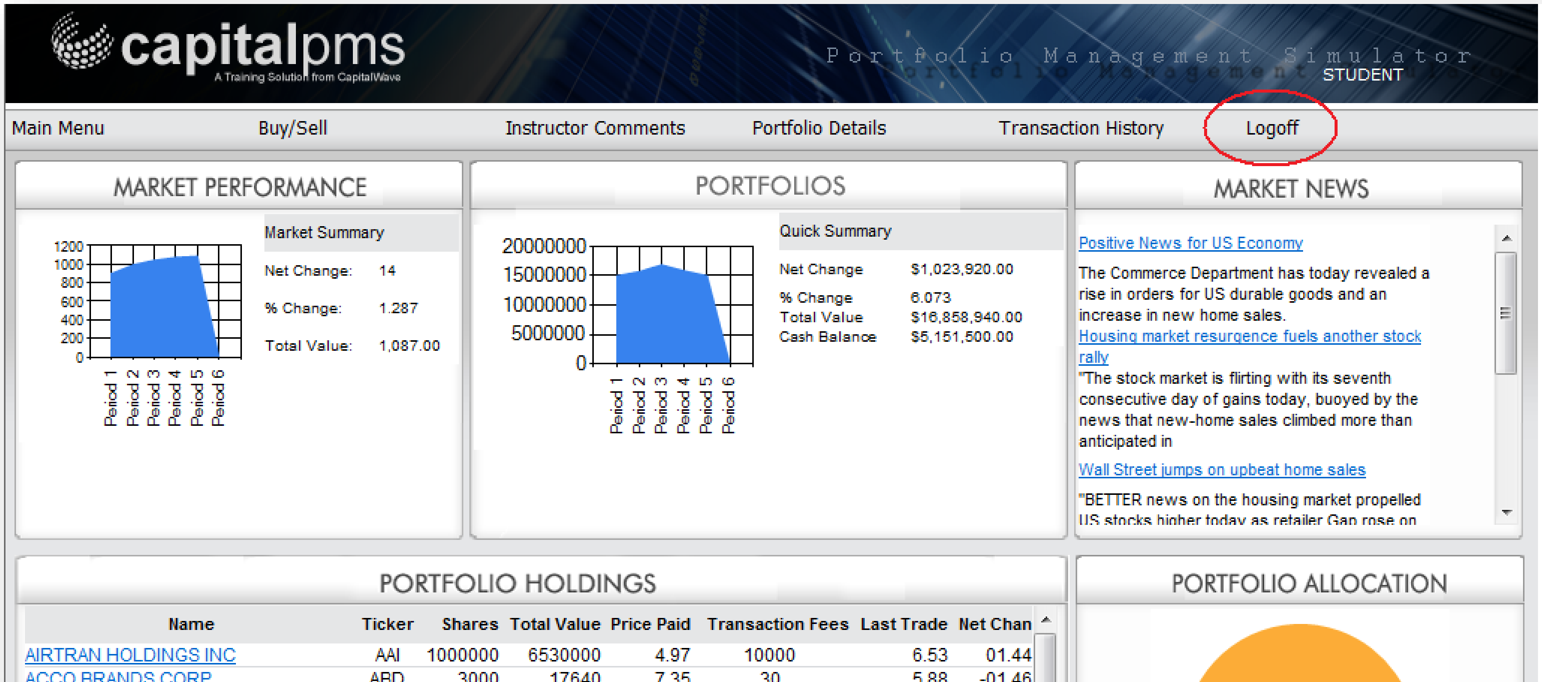
Transaction History

List of transactions made in past and present periods of the current simulation. This section shows historical data of past transactions, including information such as date, time, ticker, shares, price, transaction total amount and period of each transaction. The user can sort this list by any column, ascending or descending by clicking on the header once or twice.

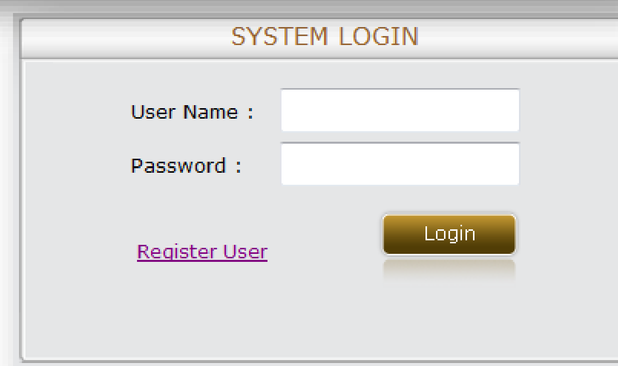
TRANSACTION HISTORY

Date/Time	Ticker	Shares	Share Price	Transaction Total	Transaction Type	Per
12/20/2010 9:22:48 AM	ARJ	60,000	15.29	$917,400.00	Buy	1
12/20/2010 9:36:13 AM	OWW	40,000	4.22	$168,800.00	Buy	2
12/20/2010 9:36:13 AM	POL	50,000	8.50	$425,000.00	Buy	2
12/20/2010 10:09:05 AM	WWE	80,000	16.49	$1,319,200.00	Buy	3
12/20/2010 10:09:05 AM	GRA	70,000	24.27	$1,698,900.00	Buy	3
12/20/2010 10:18:49 AM	POL	30,000	9.55	$286,500.00	Sell	4

Logoff



The log off options is the last one of the main menu bar. When you click on the log off option the log in window will appear confirming that the instructor is out of the PMS.



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BASIC PROCEDURES

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Getting Started

Quick guide for the student to start using the PMS

•Create a new user, wait for the instructor to add the new user to a simulation, and login.

•Create your portfolio by using the Buy/ Sell option of the main menu.

•The simulation will be divided into a certain number of periods that will be informed to the student by the instructor.

•The instructor will inform the students when the change of period occurs.

•Read the current period Market News to help you make decisions.

•Read the Instructors Comments section for extra information that the instructor may have posted.

•To rebalance the portfolio every period use the Buy/ Sell option as well.

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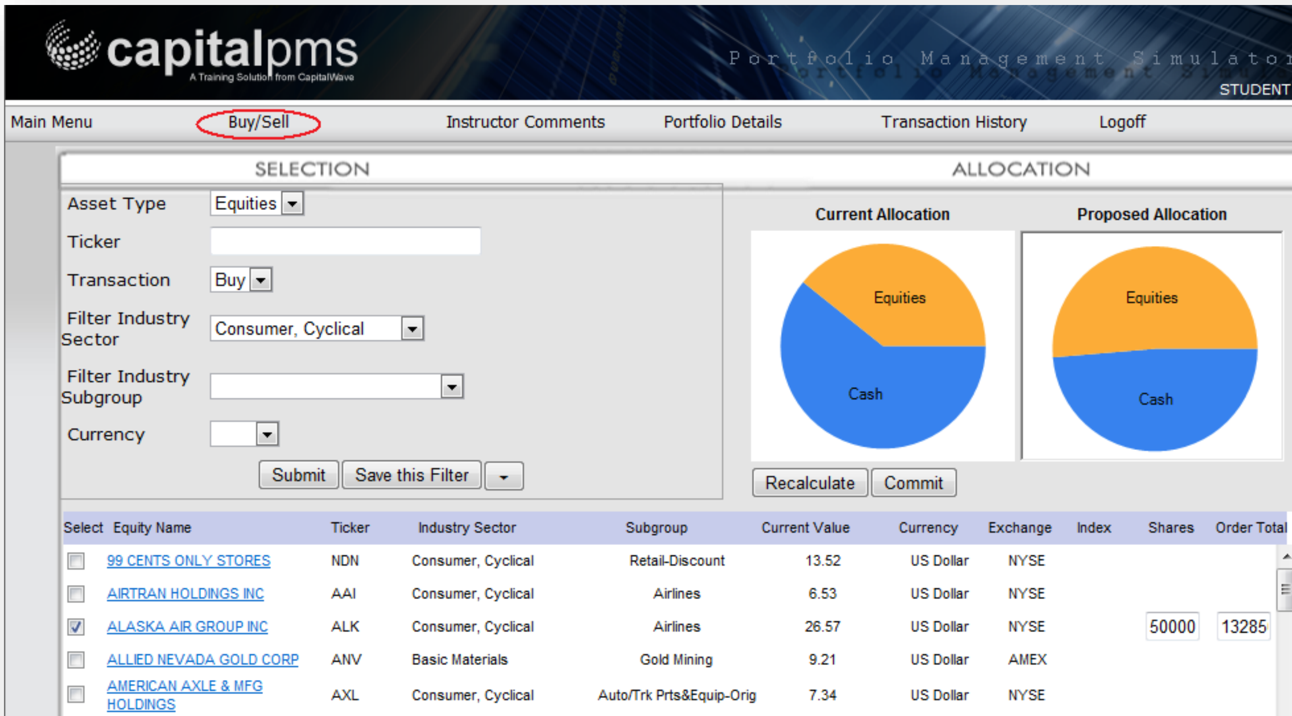
How to make a transaction…



This screen is divided in 3 sections. The upper left part is used to filter and execute the searches. The upper right part displays the pie graphs with the current allocation of the portfolio and the proposed allocation. Finally, the lower window will display the list of assets according to the executed search.

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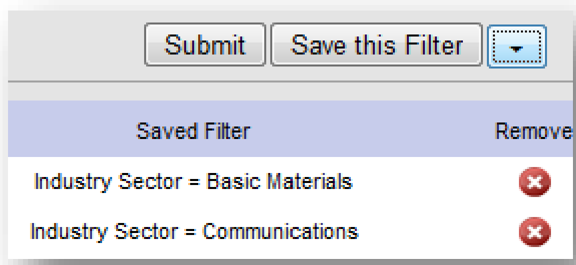
How to make a transaction...

FILTER

The PMS allows the user to search an asset by its ticker/name if it is known, entering the ticker, and clicking the submit button. Otherwise the user can filter the assets by industry sector or industry subgroup or currency, or any combination of them, by choosing the alternative/s and clicking the submit button. This filters allows the user to create a smaller subset from where to search the desired assets, that will be shown in the lower window. To see the complete list of assets available the user has to click the submit button without entering any ticker nor choosing any of the filtering options.

In addition, the user can save each of the filters by clicking on “Save this Filter” button to have a smaller subgroup to use during the whole simulation, this subgroup can be edited by deleting saved filters or by adding new filters. By clicking on the arrow next to “Save this filter” the user can see the list of existing filters and delete them.



How to make a transaction...

BUY

The *second step* after filtering is to choose the assets in the bottom window by checking the box on the left side of it, and inputting the amount desired for each asset in the shares column. Press Tab key after inputting the shares to update the last column, Order Total Column.

The *third step* is to click on the Recalculate button to update the Proposed Allocation pie graph. Steps one and two can be repeated several times until the desired allocation is found.

Finally, *the fourth step* is to click on the Commit button once the final decision about the portfolio rebalance has been made. This last step will execute the chosen trades.

To check the details of the executed transaction the student can go to Transaction History in the main menu and see the details of all the transaction in the current portfolio.

How to make a transaction...

SELL

In the case of a Sell transaction, the student needs to change the Transaction to SELL. This will automatically update the bottom window showing the available assets in the portfolio that can be sold. The student needs to choose by checking next to the asset name and input the shares like in the Buy transaction case. By clicking on the Recalculate button the proposed allocation including the new Sell will be displayed in the pie graph on the right. To execute the Sell transaction the student has to click on the Commit button.

To check the details of the executed transaction the student can go to Transaction History in the main menu and see the detail of all the transaction in the current portfolio.

It is no possible to buy and sell the same item in the same period.

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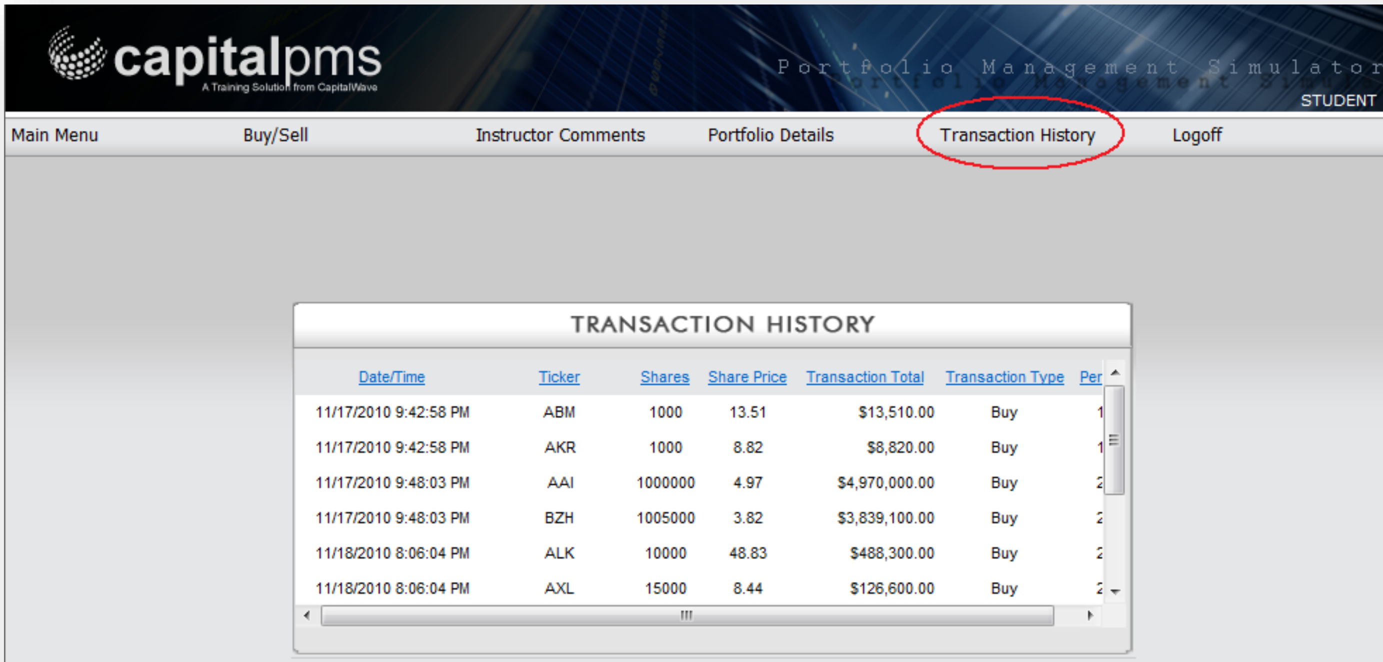
How to view past transactions...



Go to Transaction History in the main menu. This option will display a window with information about the past transactions of the current portfolio. The included data are date/time, ticker, shares, price, transaction total and period. The user can sort the information by any of this columns by clicking on the header.

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