

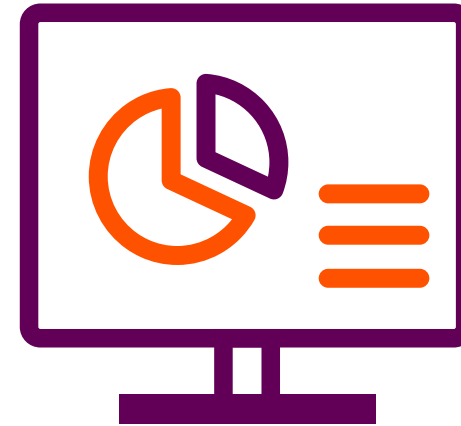
For advisers

Our new
platform

nucleus^o platform

How to view corporate actions

 2 minute read



How to view corporate actions

How to use this document



Important information will look like this.

Key messages

Key messages will look like this.



Useful info will look like this.



We recommend using the zoom function to view the details on the platform screens in this guide.

How to view corporate actions

To view corporate actions, you first need to find your client. If you need help finding your client, please refer to our client search guide on our website.

The screenshot displays a client overview page for 'Miss Jessica Example' with a total value of £259,548.68 as of 4 October 2024. The page is divided into several sections:

- Client Information:** Client number 108, Age 31, Date of birth 15-December-1992, Firm ABR Test Network, Adviser JM Test Adviser, Address 89 Duddon Close, West End, SO18 3GB, Phone +44 7923456789, Email Jessica.example@gmail.com, Residence UK, Primary tax residency UK.
- Accounts owned:**

Account Name	Balance
J Example Offshore Bond N31000340-001	£0.00
J Example ISA N31000104-001	£1,066.31
J Example SIPP N31000103-001	£251,613.72
J Example	£1,000.51
- Valuation:** A line chart showing the client's valuation from 30th Sep 24 to Sep 24. The chart shows a steady increase in value over time.
- Latest documents:**
 - Target Market Information (01 Oct 24)
 - Direct Debit Advance Notice Confirmation (26 Sep 24)
 - For info - Contract note (your receipt) (23 Sep 24)
 - Confirmation Schedule (Advised) (23 Sep 24)
 - Direct Debit Advance Notice Confirmation (23 Sep 24)
 - Adviser Charging Confirmation (23 Sep 24)
- Recent transactions:** A section indicating 'There are currently no transactions.' with a 'Show cash transactions' link.

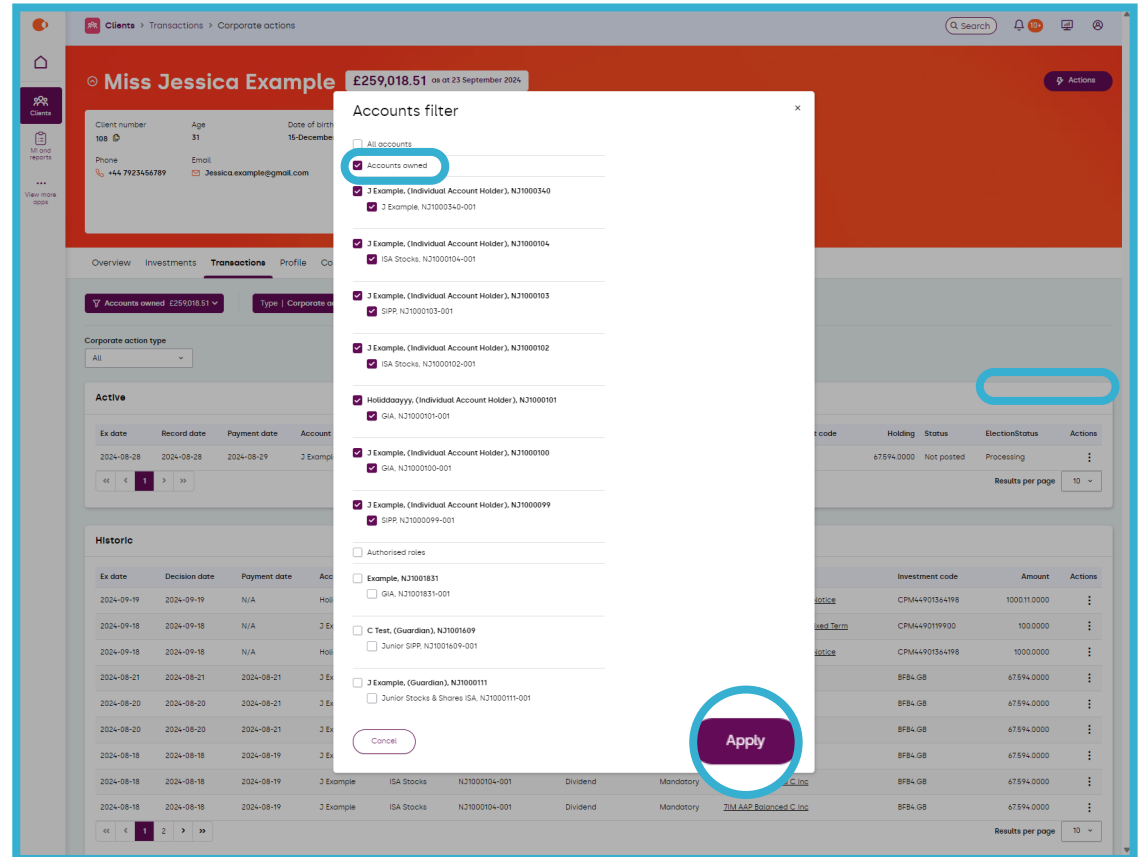
From the client home page select the 'Transactions' tab.

Then select the 'Type' dropdown menu and select 'Corporate actions'.

The screenshot shows a client's financial dashboard for 'Miss Jessica Example' with a total cash balance of £259,018.51 as of 23 September 2024. The 'Transactions' tab is active, and a dropdown menu for 'Type' is open, showing options like Cash, Investments, Payments/withdrawals, Corporate actions (selected), Charges, Transfers, Property Cash, and Transactions. The dashboard also displays a 'Cash summary' table with columns for Date, Account, Subaccount, Subaccount number, Currency, Cash Holdings, Pending orders, Pending deposits, Pending withdrawals, Pending charges, and Available cash.

Date	Account	Subaccount	Subaccount number	Currency	Cash Holdings	Pending orders	Pending deposits	Pending withdrawals	Pending charges	Available cash
23 Sep 2024	J Example	Offshore Bond	N21000340-001	GBP	£0.00	£0.00	£100,000.00	£0.00	£0.00	£0.00
23 Sep 2024	ISA Stocks	ISA	N21000104-001	GBP	£883.76	£0.00	£0.00	£250.00	£0.00	£603.76
23 Sep 2024	SIPP	SIPP	N21000103-001	GBP	£261,113.81	£0.00	£0.00	£0.00	£0.00	£261,113.81
23 Sep 2024	ISA Stocks	ISA	N21000102-001	GBP	£999.06	£0.00	£0.00	£0.00	£0.00	£999.06
23 Sep 2024	GIA	GIA	N21000101-001	GBP	£0.39	£0.00	£0.00	£0.00	£0.00	£0.39
23 Sep 2024	GIA	GIA	N21000100-001	GBP	£3,260.23	£0.00	£0.00	£0.00	£0.00	£3,260.23
23 Sep 2024	SIPP	SIPP	N21000099-001	GBP	£994.53	£0.00	£0.00	£0.00	£0.00	£994.53
Total				GBP	£257,221.76	£0.00	£100,000.00	£250.00	£0.00	£256,971.76

From the accounts filter pop up, select 'Accounts owned' to display and select the account(s) you wish to view. Then select 'Apply'.



By default, the system will display a date range of the past three months.

To change this, select the 'Period' box and choose from one of the pre-defined date ranges or input a custom date range. Then select 'Apply'.

The screenshot shows a web application interface for viewing corporate actions. A modal window titled 'Dates' is open, allowing the user to select a date range. The modal includes fields for 'From date' and 'To date', both set to 23/09/2024. Below these fields are two calendar views for June 2024 and September 2024. The 'Past 3 months' option is selected in the list on the left. The 'Apply' button is highlighted with a red circle.

Client Information:

- Client number: 108
- Age: 31
- Phone: +44 7923456789
- Email: [Redacted]

Corporate Action Summary:

- Miss Jessica Example: £259,018.51 as at 23 September 2024
- Accounts owned: £259,018.51
- Corporate action type: All

Active Corporate Actions:

Ex date	Record date
2024-08-28	2024-08-28

Historic Corporate Actions:

Ex date	Decision date	Payment date	Account	Subaccount	Subaccount number	Corporate action	Type	Investment	Investment code	Amount	Actions
2024-09-19	2024-09-19	N/A	Holidayyyy	GIA	N17000101-001	Coupon	Mandatory	Investec / 2HP TE921 100 Notice	CPM4490184498	1000110000	⋮
2024-09-18	2024-09-18	N/A	Example	ISPP	N12000103-001	Coupon	Mandatory	Investec / 2HP TE921 100 Fixed Term	CPM4490119900	10000000	⋮
2024-09-18	2024-09-18	N/A	Holidayyyy	GIA	N17000101-001	Coupon	Mandatory	Investec / 2HP TE921 100 Notice	CPM4490184498	10000000	⋮
2024-08-21	2024-08-21	2024-08-21	Example	ISA Stocks	N17000104-001	Dividend	Mandatory	7MM AAP Balanced C Inc	BF84 GB	675940000	⋮
2024-08-20	2024-08-20	2024-08-21	Example	ISA Stocks	N17000104-001	Dividend	Mandatory	7MM AAP Balanced C Inc	BF84 GB	675940000	⋮
2024-08-20	2024-08-20	2024-08-21	Example	ISA Stocks	N17000104-001	Dividend	Mandatory	7MM AAP Balanced C Inc	BF84 GB	675940000	⋮
2024-08-18	2024-08-18	2024-08-19	Example	ISA Stocks	N17000104-001	Dividend	Mandatory	7MM AAP Balanced C Inc	BF84 GB	675940000	⋮
2024-08-18	2024-08-18	2024-08-19	Example	ISA Stocks	N17000104-001	Dividend	Mandatory	7MM AAP Balanced C Inc	BF84 GB	675940000	⋮
2024-08-18	2024-08-18	2024-08-19	Example	ISA Stocks	N17000104-001	Dividend	Mandatory	7MM AAP Balanced C Inc	BF84 GB	675940000	⋮

Once you have selected the correct account(s) and date range, the relevant corporate action information will be displayed.

You'll be able to see active and historic corporate actions.

Key message

By default, the system will show you all corporate actions linked to the client but you can select the **'Corporate action type'** drop-down and select either dividend or coupon.

The screenshot displays a corporate actions dashboard for a client named 'Miss Jessica Example' with a total value of £259,018.51 as of 23 September 2024. The dashboard is divided into several sections:

- Client Information:** Includes client number (108), age (31), date of birth (15-December-1992), firm (ABR Test Network), address (89 Duddon Close, West End, S018 3GB), phone (+44 7923566789), email (Jessica.example@gmail.com), and residence (UK).
- Navigation:** Tabs for Overview, Investments, Transactions (selected), Profile, Commercial property, Documents, and Workflow.
- Filters:** Accounts owned (£259,018.51), Type (Corporate actions), and Period (Past 3 months: 23 Jun 2024 - 23 Sept 2024).
- Corporate Action Type:** A dropdown menu set to 'All'.
- Active:** A table showing one active corporate action:

Ex date	Record date	Payment date	Account	Subaccount	Subaccount number	Corporate action	Type	Investment	Investment code	Holding	Status	ElectionStatus	Actions
2024-08-28	2024-08-28	2024-08-29	J Example	ISA Stocks	N31000104-001	Dividend	Dividend	TJM AAP Balanced C.Inc	BF84.GB	67594.0000	Not posted	Processing	
- Historic:** A table showing 12 historic corporate actions:

Ex date	Decision date	Payment date	Account	Subaccount	Subaccount number	Corporate action	Type	Investment	Investment code	Amount	Actions
2024-09-19	2024-09-19	N/A	Holidayyyyy	GIA	N31000101-001	Coupon	Mandatory	Investec / 2HP TE21 100 Notice	CPM44901564198	100011.0000	
2024-09-18	2024-09-18	N/A	J Example	SIPP	N31000103-001	Coupon	Mandatory	Investec / 2HP TE21 100 Fixed Term	CPM4490119900	100.0000	
2024-09-18	2024-09-18	N/A	Holidayyyyy	GIA	N31000101-001	Coupon	Mandatory	Investec / 2HP TE21 100 Notice	CPM44901564198	1000.0000	
2024-08-21	2024-08-21	2024-08-21	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	TJM AAP Balanced C.Inc	BF84.GB	67594.0000	
2024-08-20	2024-08-20	2024-08-21	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	TJM AAP Balanced C.Inc	BF84.GB	67594.0000	
2024-08-20	2024-08-20	2024-08-21	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	TJM AAP Balanced C.Inc	BF84.GB	67594.0000	
2024-08-18	2024-08-18	2024-08-19	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	TJM AAP Balanced C.Inc	BF84.GB	67594.0000	
2024-08-18	2024-08-18	2024-08-19	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	TJM AAP Balanced C.Inc	BF84.GB	67594.0000	
2024-08-18	2024-08-18	2024-08-19	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	TJM AAP Balanced C.Inc	BF84.GB	67594.0000	
2024-08-18	2024-08-18	2024-08-19	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	TJM AAP Balanced C.Inc	BF84.GB	67594.0000	

Key message

You can view further information of a particular corporate action by selecting the vertical ellipses (three dots) in the 'Actions' column and then selecting 'View'.

This concludes how to view corporate actions.

The screenshot displays a corporate actions management interface. At the top, there's a navigation bar with 'Clients > Transactions > Corporate actions'. A search bar and notification icons are on the right. The main content is divided into two sections: 'Active' and 'Historic'.

Active Table:

Ex date	Record date	Expected payment date	Account name	Product	Investment	Investment code	Holding	Status	Election status	Actions
2024-08-28	2024-08-28	2024-08-29	J Example	ISA Stocks	Investec / JHP TE21 100 Notice	BFB4-GB	67594.0000	Not posted	Processing	⋮


A 'Details' popup window is open over the first row of the 'Active' table, showing:

Investor holding Investec (JHP TE21) 100 Notice (CPM44901364198) on close of business on 18 September 2024 will be entitled to the NotSpecified coupon (interest rate 4.00% pa).


Historic Table:

Ex date	Decision date	Payment date	Account name	Product	Product reference	Corporate action	Type	Investment	Investment code	Amount	Actions
2024-09-19	2024-09-19	N/A	Holidayyyyy	GIA	N31000101-001	Coupon	Mandatory	Investec / JHP TE21 100 Notice	CPM44901364198		⋮
2024-09-18	2024-09-18	N/A	J Example	SIPP	N31000103-001	Coupon	Mandatory	Investec / JHP TE21 2M Fixed Term	CPM4490119900		⋮
2024-09-18	2024-09-18	N/A	Holidayyyyy	GIA	N31000101-001	Coupon	Mandatory	Investec / JHP TE21 100 Notice	CPM44901364198		⋮
2024-08-21	2024-08-21	2024-08-21	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	ZIM AAP Balanced C Inc	BFB4-GB	67594.0000	⋮
2024-08-20	2024-08-20	2024-08-21	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	ZIM AAP Balanced C Inc	BFB4-GB	67594.0000	⋮
2024-08-20	2024-08-20	2024-08-21	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	ZIM AAP Balanced C Inc	BFB4-GB	67594.0000	⋮
2024-08-18	2024-08-18	2024-08-19	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	ZIM AAP Balanced C Inc	BFB4-GB	67594.0000	⋮
2024-08-18	2024-08-18	2024-08-19	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	ZIM AAP Balanced C Inc	BFB4-GB	67594.0000	⋮
2024-08-18	2024-08-18	2024-08-19	J Example	ISA Stocks	N31000104-001	Dividend	Mandatory	ZIM AAP Balanced C Inc	BFB4-GB	67594.0000	⋮

A blue callout bubble with the text 'View Details' points to the vertical ellipsis icon in the 'Actions' column of the first row in the 'Historic' table.

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