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# 1. FITCHRATINGS DATA FORMATS

## 1.1. Input into Raw Data Models

FITCHRATINGS inputs the financial data, usually from a bank's annual report, into "models" that are specific to each country. Each model, identified by a nickname (see Help, Format Definitions), is made up of a sequence of lines following the bank annual report: balance sheet, profit and loss, off-balance sheet items and notes. Alterations to the data as provided by the bank are minimal.

This input model, or template, is called the Raw Data format. This format can be viewed in English, and often in the native language as well <sup>1</sup>.

Some countries<sup>2</sup> have more than one raw data model, where there is a group of banks with different reporting practices (e.g. Japanese securities houses or U.S. bank holding companies). From time to time the lines of a model may be amended to reflect changes in a country's accounting reporting regulations.

We feel that our country-specific input technique is the most efficient way to reflect the diversity of accounting practices worldwide, and to accommodate the trend towards increasingly detailed reporting requirements.

## 1.2. Spreadsheet Format

The Spreadsheet format is derived from the Raw Data. While spreadsheets for all the banks share a similar structure, components of the standard sections may vary from one country to the next, depending on that country's reporting requirements.

For example, the Liabilities side always contains the following sections: *Customer and short term funding; Other Funding; Other (non-interest bearing); Loan Loss Reserves (not deducted from Assets) and Equity*. However, *Other Funding* might contain *Long term Borrowing, Subordinated Debt, Participating Debt or Hybrid Capital*. Similarly, the ratios associated with the spreadsheet are country-specific.

Definitions of each country's spreadsheet components may be found under *Help, Format Definitions*.

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<sup>1</sup> Multiple formats for: Danish, French, German, Italian, Japanese, Norwegian, Portuguese, Spanish & Swedish

<sup>2</sup> Native language for: Belgium, Canada, France, Ireland, Japan, United Kingdom and United States





### 1.3. Global Summary and Detailed Formats

The two Global formats are globally standardised presentations derived from the country-specific spreadsheet and raw data items. All bank reports in BankScope may be viewed in these formats, which have been designed to allow easy comparison of banks worldwide:

- ?? The *Global Summary* format contains 37 lines (including two capital adequacy ratios and seven memo lines). This format also includes thirty-six standard ratios.
  
- ?? The *Global Detailed* format contains 156 lines (51 lines for the Assets, 42 lines for the Liabilities and Equity, 38 lines for the Income Statement and 15 lines of Notes).

Definitions of the Global formats components may be found under *Help, Ratio Definitions*. Alternatively, *clicking on the triangles to the left of a global line item* will create a drop-down of that item's more detailed data components.

### 1.4. Profile

The Profile format provides standardised financial highlights, showing four lines of accounts (*Assets, Customer and Short Term Funding, Equity and Net Income*) and eleven ratios.



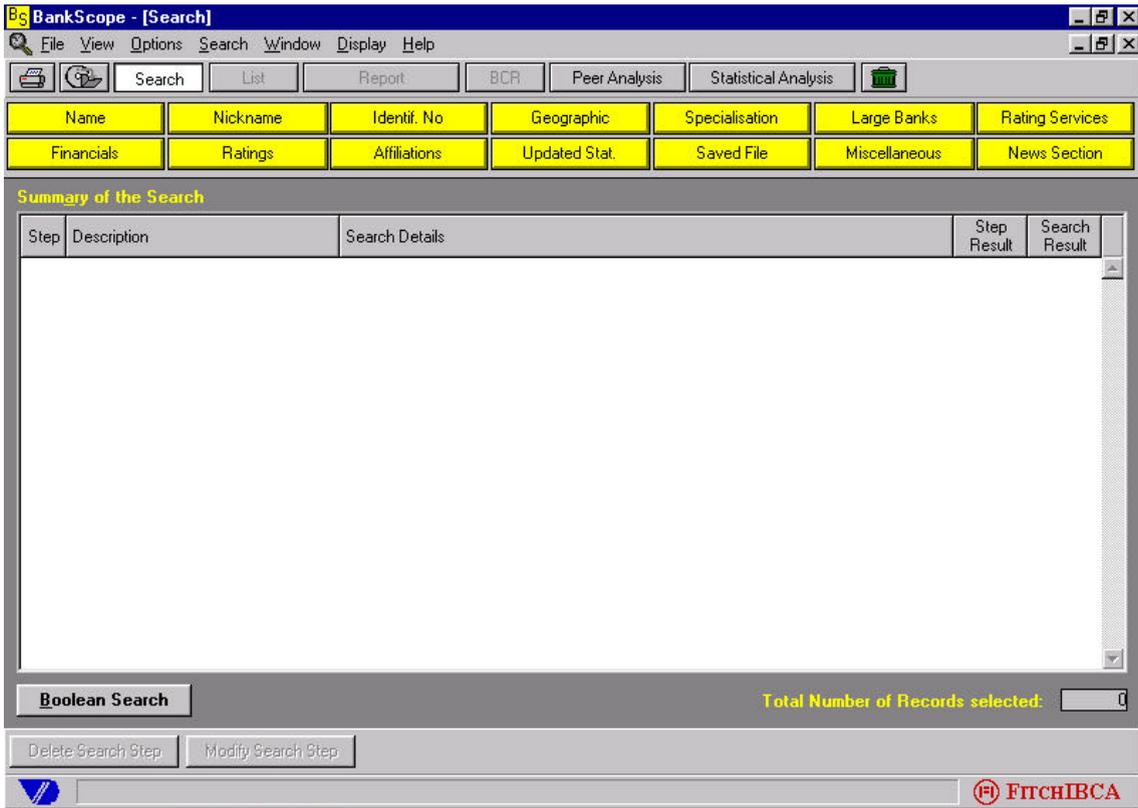


Figure 1

**2. BANKSCOPE MAIN SCREEN**

BankScope's main menu is permanently fixed on a button bar across the top of the initial screen. Most of BankScope's functions are accessed through the button bar (Figure 1), and you may move continually through the buttons, selecting new functions or refining a search, without having to "back out" of any particular screen.



prints what is currently displayed on the screen



exports what is currently displayed on the screen



access to the various search criteria (see Chapter 6)



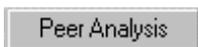
displays the list of selected banks (see Chapter 5)



displays the reports of selected banks or the first report selected (see Chapter 4)



displays the selected banks in the Bank Credit Report (BCR) presentation software (see Chapter 12). This is an optional module on BankScope



compares one or more banks with the mean and the average of a group of banks



starts a statistical analysis of a group of banks



This "dustbin" icon clears the screen and brings you back to the main menu

For information on the File and Options menus, see Chapter 15.



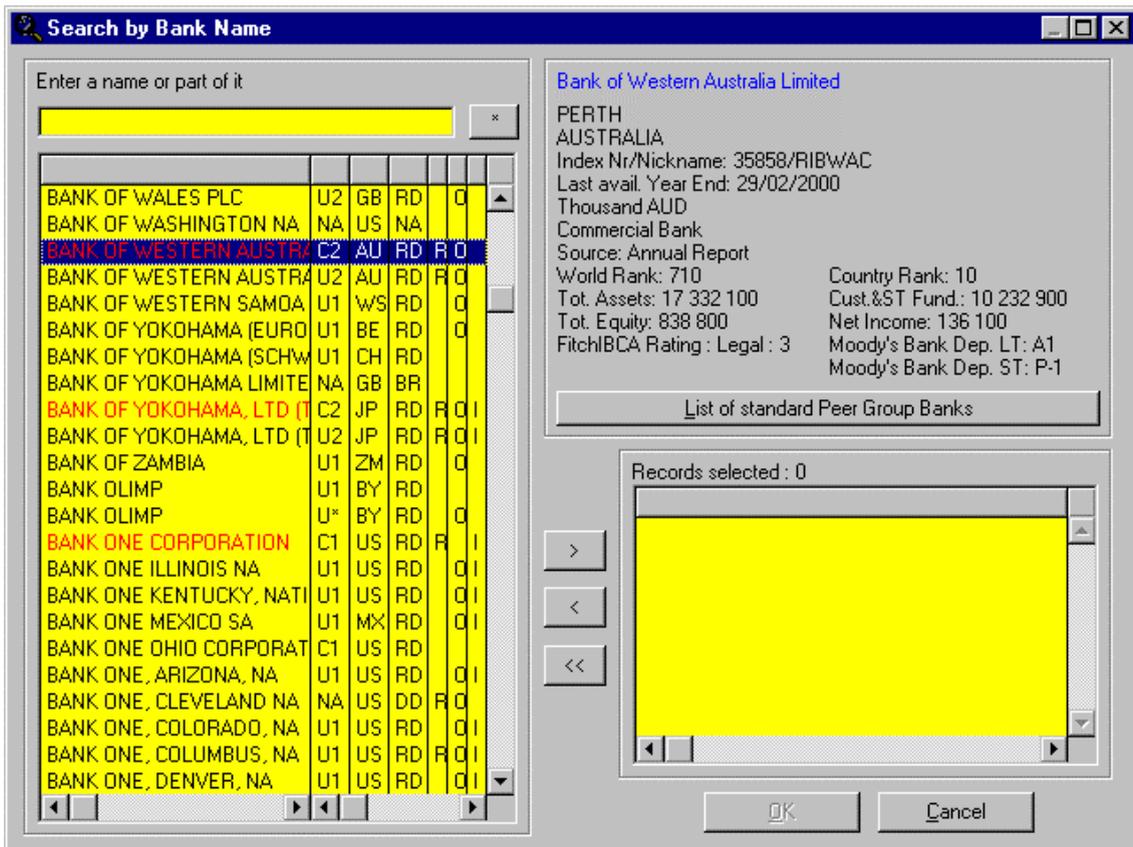


Figure 2

### 3. SEARCHING BY BANK NAME

Click on the  button. The yellow buttons below the main button bar offer you several search criteria. In this chapter, we will deal with the *Bank Name* criterion. For more information on the other yellow search buttons, please refer to Chapter 6.

Click the  button.

The alphabetical index of banks (the *Name index*) appears on the screen (Figure 2). Type in the first letters of the bank name (acronyms and native language can also be used). The search will continue until you have typed enough of the string to locate the bank you want.

To facilitate your search, major banks<sup>3</sup> are displayed in red in the list. You may verify your selection by highlighting the bank and checking the “snapshot” which appears within the search box, displaying the banks’ country, specialisation, ratings and four financial values.

Select the bank by double-clicking it, or by clicking . The name of the bank is displayed in the *Records Selected* window. To deselect banks from the Records Selected window, click . Clicking  will remove all banks from that window.

The *identifying columns* to the right of the bank names indicate: consolidation (1<sup>st</sup> column); country (2<sup>nd</sup> column); format (3<sup>rd</sup> column); presence of Reuters News (4<sup>th</sup> column); presence of Ownership information (5<sup>th</sup> column); presence of interim data (6<sup>th</sup> column) (Figure 2).

You will find hereafter a list of the used abbreviations.

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3 Major Banks are defined as being rated by one of the five rating agencies on the BankScope product, namely Fitchratings, Moody's, Standard & Poors, Thomson BankWatch or Capital Intelligence. The list was filtered to eradicate duplications and now contains 1400 major banks.



a) *Consolidation code*

NA :	Bank with no statement. Only the name and address are available
C2 :	Consolidated Statement with an Unconsolidated Companion
C1 :	Consolidated Statement with no Unconsolidated Companion
C* :	Additional Consolidated Statement from a different source
U2 :	Unconsolidated Statement with a Consolidated Companion
U1 :	Unconsolidated Statement with no Consolidated Companion
U* :	Additional Unconsolidated Statement from a different source
A2 :	Aggregated Statement with one Companion
A1 :	Aggregated Statement with no Companion

b) *Country codes*

They are the ISO codes (e.g. US for the United States) corresponding to the country of the bank.

c) *Format codes*

Indicate the type of data available for a bank (usually RD).

RD:	statement available in the raw data format
RF:	statement under processing by FITCHRATINGS
VD:	statement available in global format only
DD:	no longer existing bank
BR:	branch with no statement
NA:	banks with no statement: only the name and address are available. They are mainly E.U. banks listed in the Official Journal.

d) *Reuters News and Ownership (“R” & “O” in the 4th and 5th columns)*

They are optional modules which provide two years of Reuters News stories, and listings of a bank’s shareholders and subsidiaries.

e) *Interim data (“I” in the 6<sup>th</sup> column)*

This type of data is available for 3,500 institutions.





### 3.1. Truncation

Clicking on  followed by a click on  selects all banks starting with the string that you have typed in.

### 3.2. Standard Peer Group

Clicking on  displays the list of banks belonging to the *Standard Peer Group* of the highlighted bank. *Standard Peer Groups* have been pre-calculated on the disk. The *Standard Peer Group* is made up of all banks that have been input in the same FITCHRATINGS model.

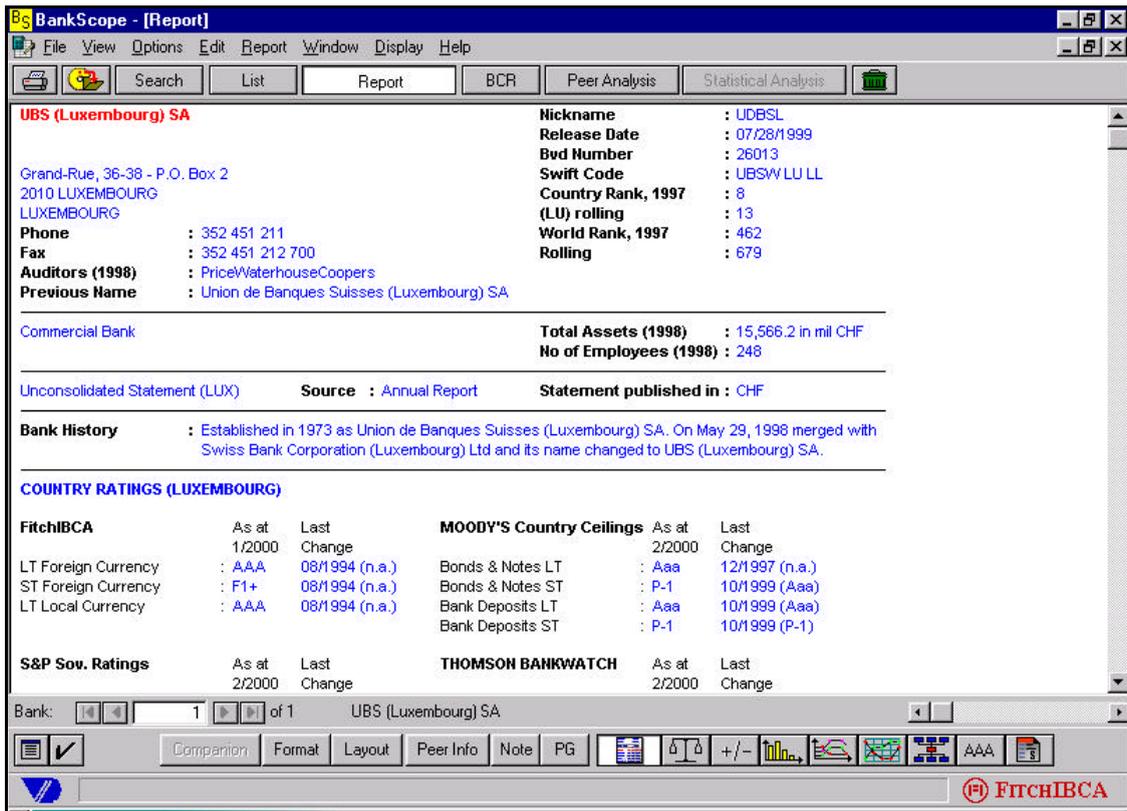


Figure 3

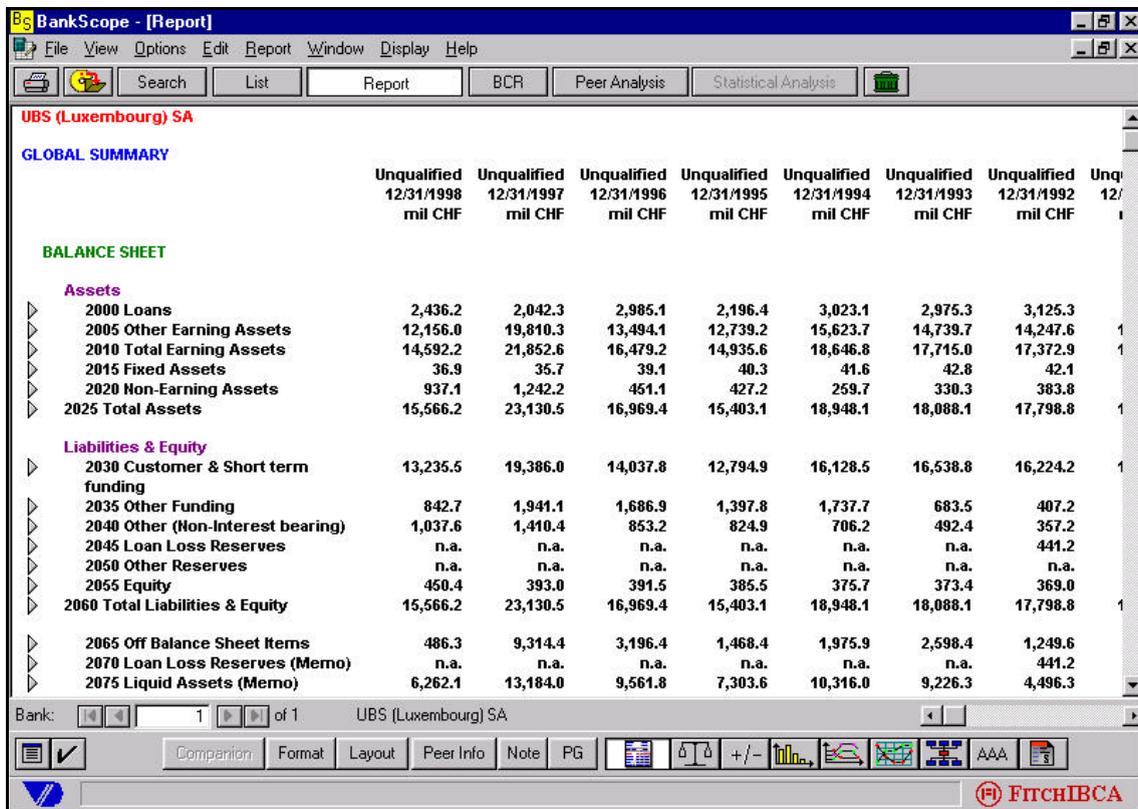


Figure 4

## 4. THE BANK REPORTS

In this chapter, we will review the various types of bank reports as well as their associated graphs. In BankScope, a “Report” is defined as a financial statement either alone or combined with any other information available for a bank (ratings, address, Reuters News etc).

### 4.1. The Report Screen

A report may be accessed in several ways:

?? by performing a search by name

?? by double-clicking on a bank in a list of selected banks

?? by clicking on the Report button at the top of the screen

Two examples of Reports may be seen in Figure 2 and in Figure 4.

At the bottom of the report screen, you will find a toolbar showing 10 buttons and 8 icons described hereafter.



allows you to go to the first, previous, next and last selected statement. If you want to go to a specific statement, type its number in the white area and press enter



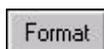
displays the list of selected banks



“marks” a report; the “marked” report can be printed, transferred or deleted from the current selection (or, conversely, the unmarked reports)



allows you to view other available statements (consolidated, unconsolidated or additional companions) for the same legal entity



displays a menu enabling you to display a specific section of the report, to create new formats (i.e. to create a set of sections that should be displayed) or to display the reports in one of the FITCHRATINGS standard formats: *Raw data*, *Spreadsheet*, *Global detailed*, *Global Summary* or *Profile* (see section 4.2)



View the current PG  
Compare the company to another PG already associated with it ▶  
Associate a new PG to this company

Figure 5

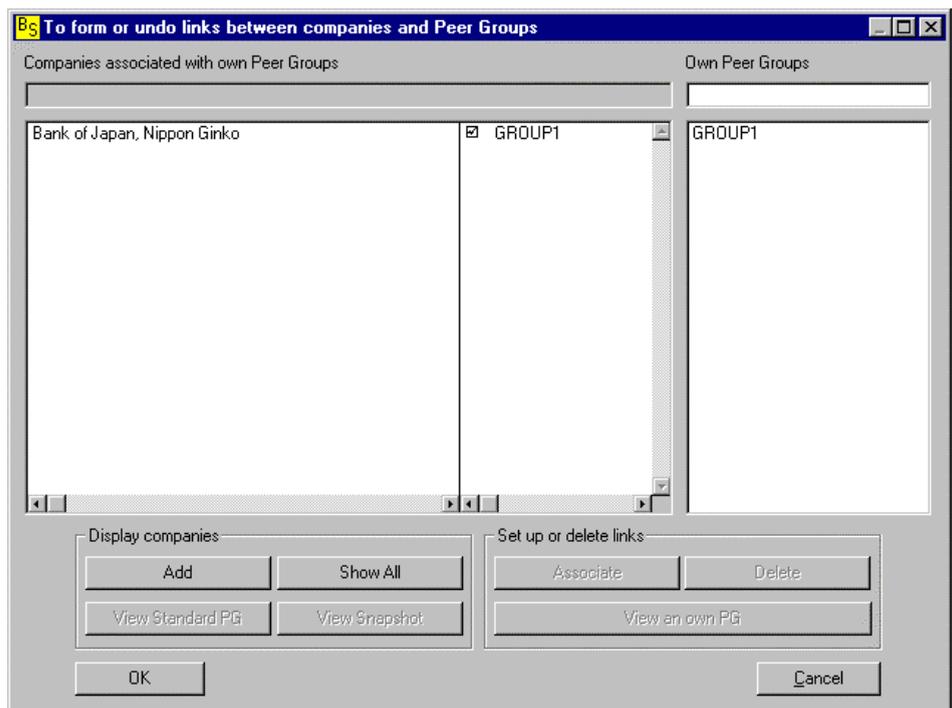


Figure 6

Layout

displays a menu to define a new “*presentation*” of columns (in terms of nature and order of presentation of numerical data) or to display statements in a pre-defined layout (see section 4.3).

Peer Info

displays - in brackets - the relative position of the bank within the quartiles or the deciles of the *Standard Peer Group* or the *Current Own Peer Group* which has been assigned to the displayed bank (see the PG button below).

Note

allows users to type in comments related to the displayed bank.

PG

displays a menu that allows you to associate an *Own Peer Group* to the bank and to view the list of banks belonging to that peer group (see Figure 5) :

*View the current PG:* allows you to view the number of banks belonging to the *Current Own Peer Group* of the selected bank and to display a list of them.

*Compare the company to another PG already associated with it:* allows you to select one of the associated *Own Peer Group* to which you want to compare the selected bank.

*Associate a new PG to this company:* displays a dialog box (see Figure 6) in which you can select a bank and assign to it a previously saved *Own Peer Group* (see section 9.8). To define a link, select both the bank and the own peer group, then click the “Associate” button. The check box next to the bank name will be ticked.



goes back to the report when a graphical illustration is displayed.

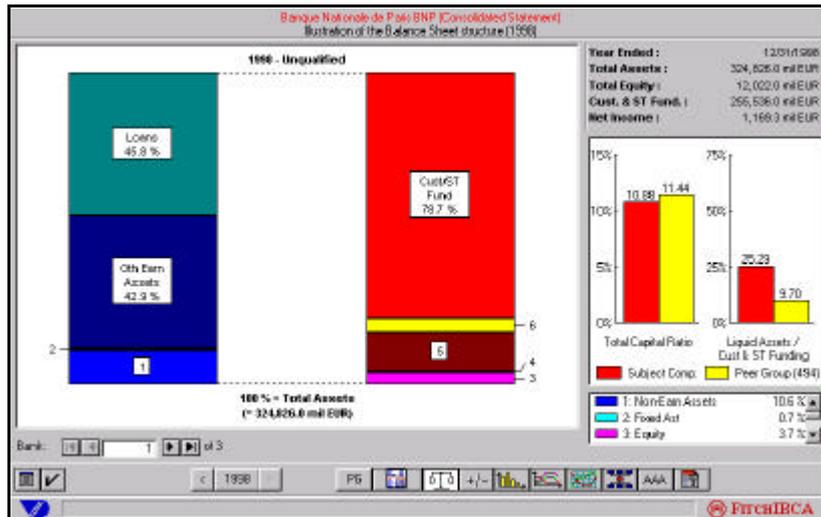


Figure 7

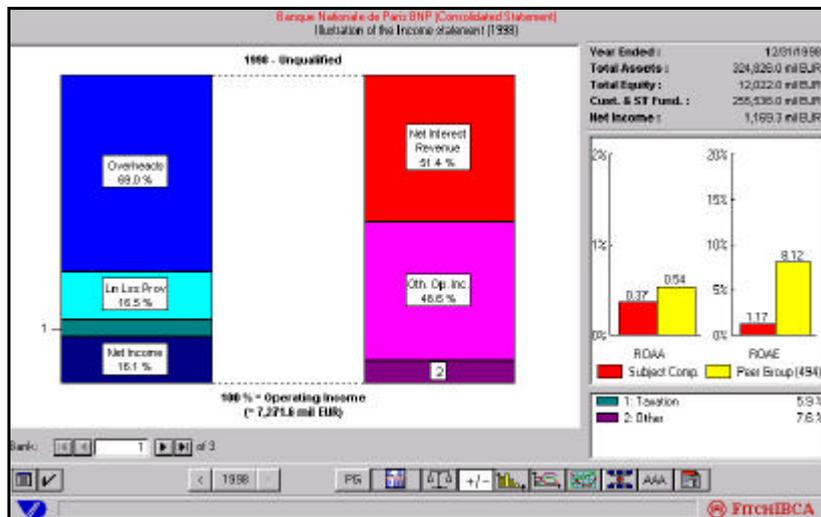


Figure 8

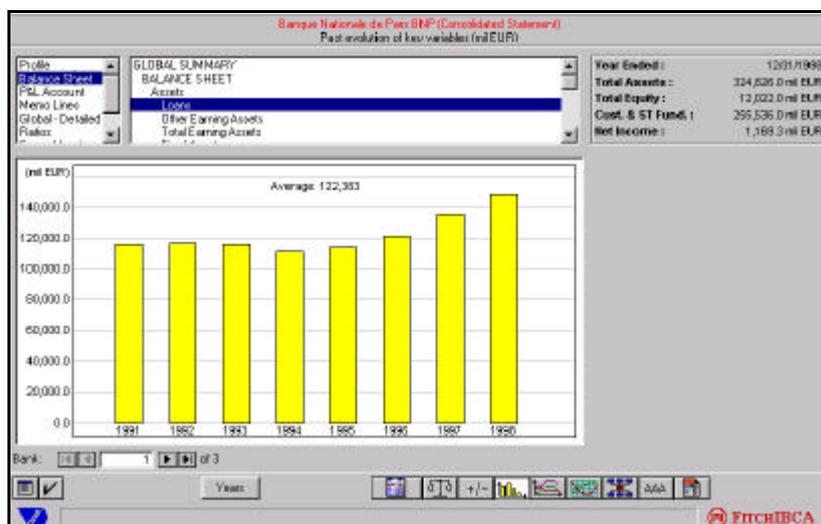


Figure 9

Height graphical illustrations are associated with a bank report. To display those illustrations<sup>4</sup>, simply click the following icons:



displays the *illustration of the Balance Sheet* (see Figure 7) along with two structure ratios (the *Total Capital Ratio* and *Liquid assets / Cust & ST Funding*) which are compared to the median of the *Standard Peer Group* (or the *Current Own Peer Group* if there is one associated to the bank displayed). The figure between brackets next to “Peer Group” indicates the number of banks of the peer group for which a value of this ratio is available. By clicking the arrows of the button  , you will display the same illustration for the previous or the following years.



displays the *illustration of the Income Statement* (see Figure 8) along with two ratios (*Return on Average Assets* and *Return on Average Equity*). Both are once again compared to the median of the Standard Peer Group or the Current Own Peer Group (see previous paragraph).



Displays a *bar chart for one variable* (see Figure 9). The illustrated variable is selected by using the two menus above the bar chart. The  button allows you to modify the period displayed.

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<sup>4</sup> These can be copied and pasted into Excel or Word.

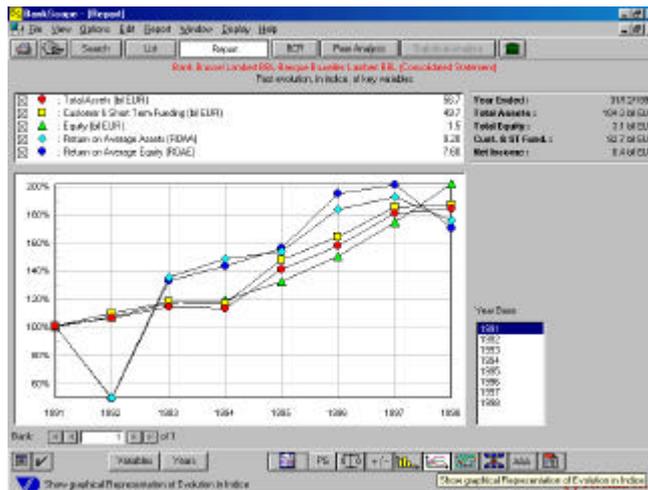


Figure 10

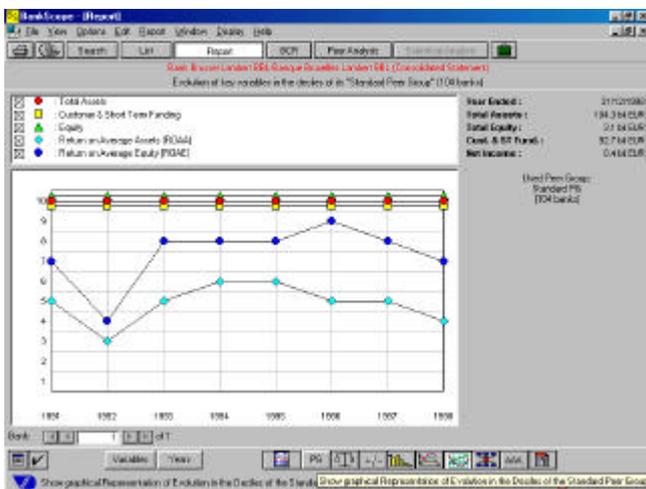


Figure 11

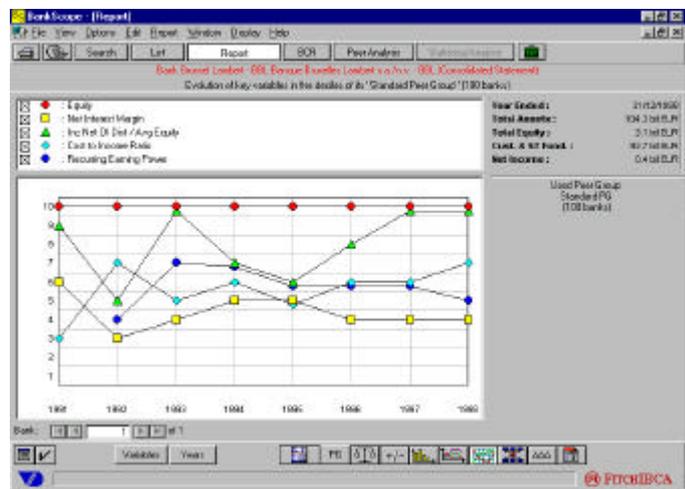


Figure 12

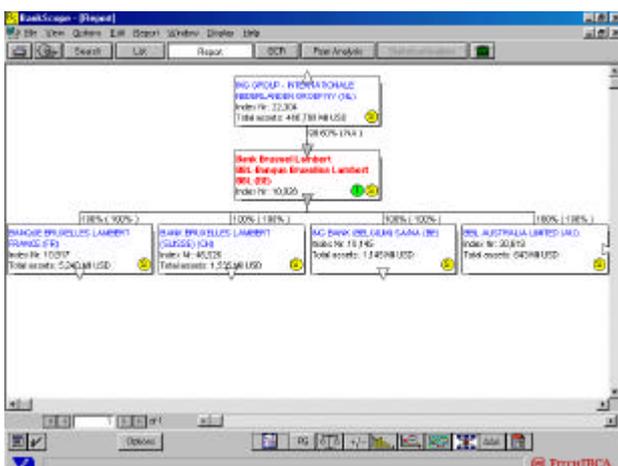


Figure 13

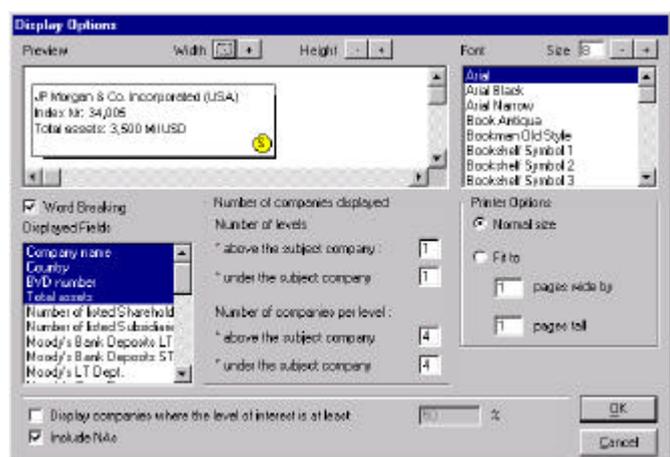


Figure 14



displays the illustration of several variables in indices (Figure 10). Note that:

- ?? the diagram is presented, by default with a set of five “standard” variables. By clicking on the  button, a new set of variables can be created or a former set can be selected. [This is also possible via the “Options” menu. See Chapter 15]. You can also define any selection of variables as “current” set, which will be displayed by default;
- ?? you can change the year base (for which the variables are considered as indice 100%), by clicking on the menu on the right-hand side at the bottom of the screen. The figures displayed in the top window indicate the values taken by the variables for the year base selected.



displays *the illustration of the evolution of a set of variables in the deciles of the peer group* (see Figure 11) : this graph can be displayed for the same set of variables as those used for the graph in indices (Figure 10). It is an interesting complement to the latter: the graph in indices shows the evolution of the selected variables compared to the values *taken for a reference year*. The second graph (Figure 11) shows the same evolution, but compared to the *deciles of the standard peer group*. Therefore, a variable can increase in the first graph but remain steady in the second, meaning that in relative terms, the variable has undergone the same growth for the bank as for its standard peer group. If the growth for the standard peer group is greater, the variable will increase in the first graph and decrease in the second.



displays the *graphical illustration of the shareholders and the subsidiaries* (see Figure 13). This illustration can be extended or reduced by clicking on    in the tree. Clicking on  will display the snapshot of the bank in the box and  will display relevant information concerning the changes in shareholders and subsidiaries issued in recent press releases. Note that the layout of the illustration can be customised by clicking on the  button (see Figure 14).

- ?? the number of levels displayed vertically as well as the number of banks per level can be freely specified;
- ?? the information to be included in the boxes can be selected as well as the fonts to be used;
- ?? the number of pages on which the resulting tree will be printed can be set by the user.



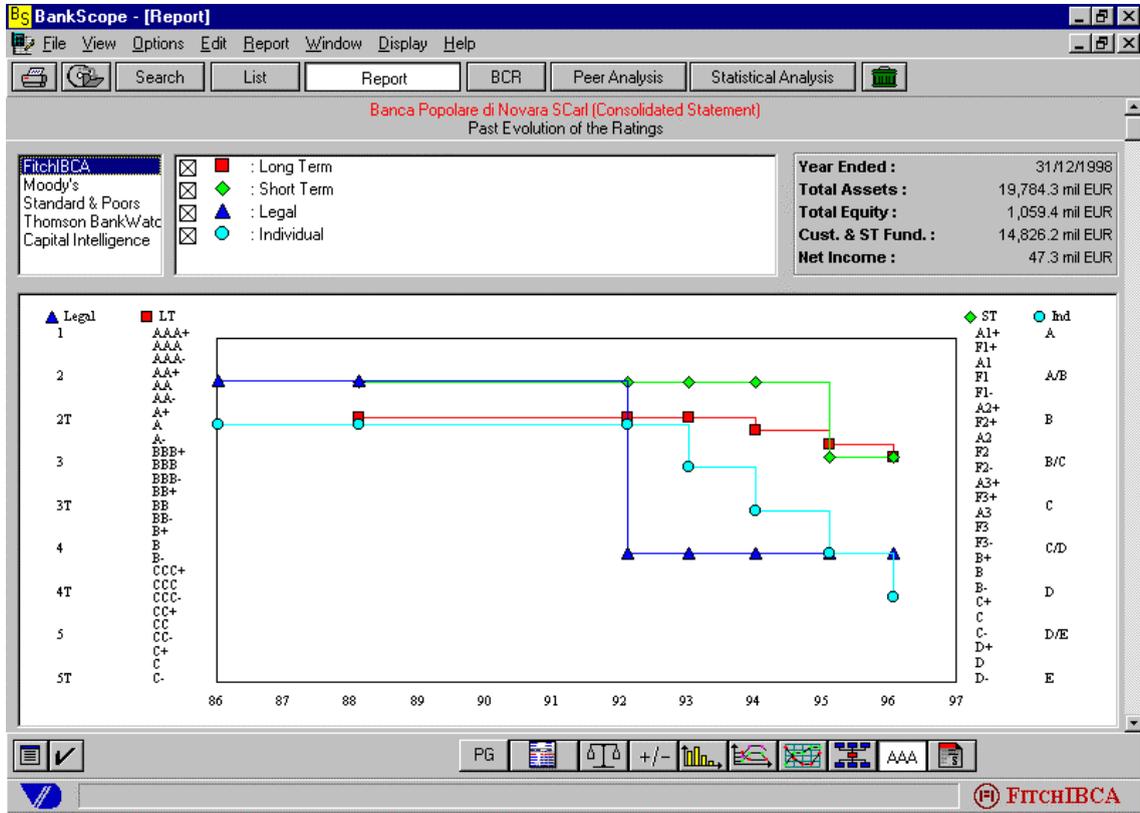


Figure 15



displays *the illustration of the past evolution of the ratings* (Figure 15). The illustrated rating is selected by using two menus on top of the bar chart window.



this icon is an optional module that start your browser and gives an on-line access to the scanned annual reports available on the Bureau van Dijk's website in Adobe Acrobat Format. For the Annual Reports containing more than 25 pages, you can access any of the 12 following specific sections :

- Letter of the Chairman;
- Financial Highlights;
- Consolidated Accounts;
- Notes to the Consolidated Accounts;
- Report of the Auditors (Consolidated);
- Unconsolidated Accounts;
- Note to the Unconsolidated Accounts;
- Report of the Auditors (Unconsolidated);
- Ownership;
- Subsidiaries and Branches;
- Management Report/Business Review;
- Board of Management/Directors/Managers.

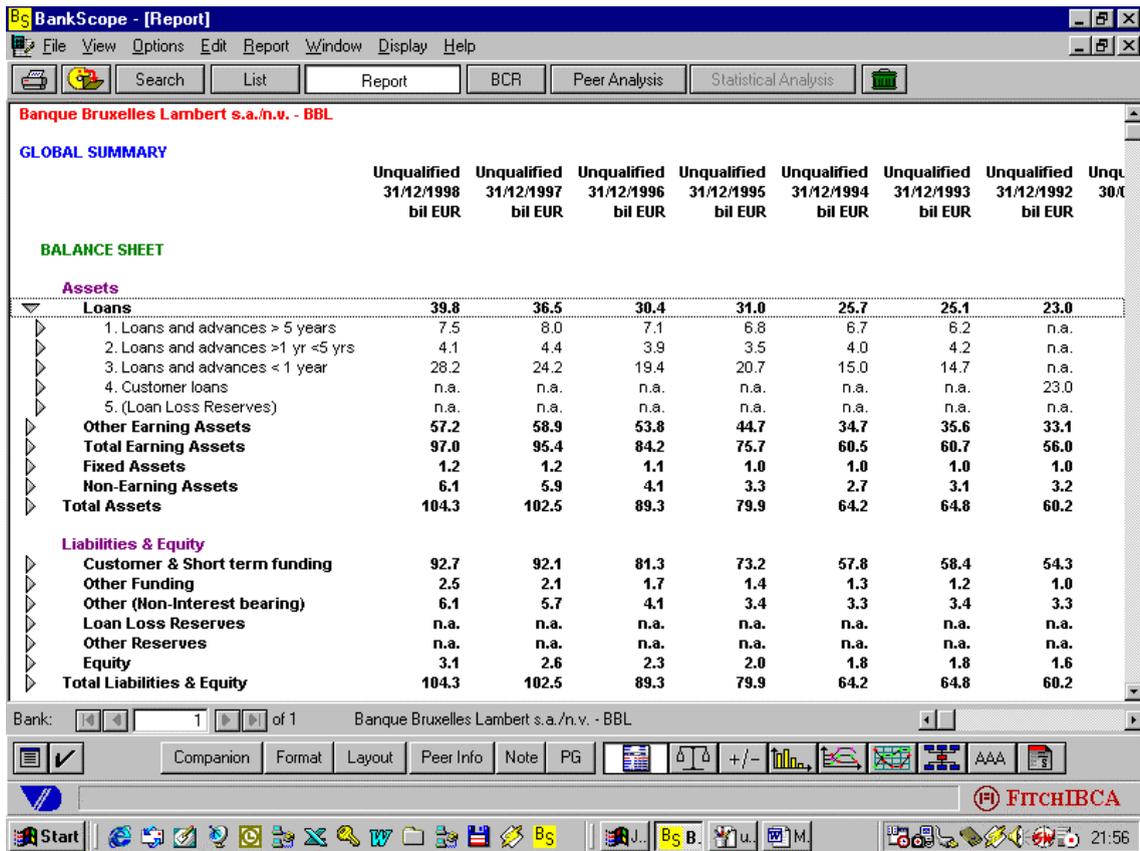


Figure 16

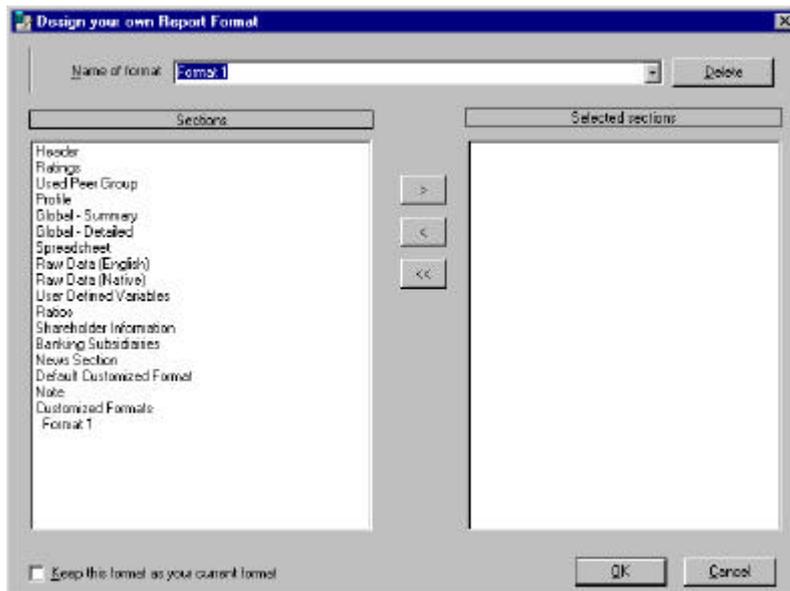


Figure 17

Here are some explanations concerning the structure of a report (Format) and the way columns are presented (Layout).

## 4.2. The Format button

The Format button displays a list of those formats already available in BankScope. You may select them as required from this list, or create a new report which incorporates several sections from the format list. For example, you may select the Header followed by the Ratings section and the Spreadsheet as your custom report format.

The “*Complete Format*” presents all the available sections in the following order:

- ?? Header
- ?? Rating
- ?? Profile
- ?? Global Summary
- ?? Standard Ratios
- ?? Spreadsheet
- ?? Raw Data
- ?? Banking Subsidiaries
- ?? Shareholders
- ?? Reuters News
- ?? Note

In addition to these sections, you may create your own “Customised Format” or custom spreadsheet from any part of these formats (see Chapter 7), and your own custom ratios (see Chapter 8), both of which can be incorporated into your Report.

You can create as many custom combinations of the above formats as you like. Click on , then on New Report Format (Figure 17). Name the format, select the sections you want (and check the box “Keep this format as your current format” if you want to establish that format as your default).

The “*Standard*” format (which is presented by default) is made up of the following sections: *Header, Rating, Global, Standard Ratios, Spreadsheet, Banking Subsidiaries, Shareholders* and *Reuters News*.

When either the “*Global - Summary*” or the “*Global - Detailed*” format is displayed, clicking on  in front of any line, breaks the line item into its more detailed components. For instance, if you click on the “*Loans*” line of the “*Global – Summary Format*”, you will display the various lines corresponding to the associated “*Spreadsheet Format*” (Figure 16). If you now click on any of these lines, you will see the breakdown of the spreadsheet item into the lines of the “*Raw Data Format*”.

To view the line numbers, choose *Report-Show Account numbers* from the menu bar.

A printed or transferred presentation will retain the opened items.



**BankScope - [Report]**

File View Options Edit Report Window Display Help

Search List Report BCR Peer Analysis Statistical Analysis

**Banque Nationale de Paris BNP**

**SHAREHOLDERS**

*Any bank with its statements in BankScope is underlined*

Bank Name	Country	Ownership		Source	Date	Total Assets (mil USD)
		Direct	Total			
1. AXA-UAP	FR	7.20 %		PC	2/1999	n.a.
2. EMPLOYEES		3.30 %		PC	2/1999	n.a.
3. <u>DRESDNER BANK AG (IAS)</u>	DE	± 1.00 %		PN	8/1999	424,619
4. PUBLIC INSTITUTION FOR SOCIAL SECURITY OF KUWAIT	KW			PC	2/1999	n.a.
5. PECHINEY	FR			PC	2/1999	n.a.
6. RENAULT	FR			PC	2/1999	n.a.
7. SOGELFA (GROUPE ELF)	FR			PC	2/1999	n.a.
8. B.A.T. INDUSTRIES	FR			PC	2/1999	n.a.
9. VIVENDI	FR			PC	2/1999	n.a.
10. KUWAIT INVESTMENT AUTHORITY	KW			PC	2/1999	n.a.
11. GENERAL ELECTRIC				PC	2/1999	n.a.
12. FINANCIERE & IMMOBILIERE MARCEL DASSAULT	FR			PC	2/1999	n.a.
13. HOFFMANN-LA ROCHE	FR			PC	2/1999	n.a.
14. COMPAGNIE DE SAINT-GOBAIN	FR			PC	2/1999	n.a.
15. ELF AQUITAINE	FR			PC	2/1999	n.a.
16. P.S.A.	FR			PC	2/1999	n.a.

BANQUE NATIONALE DE PARIS BNP will merge with PARIBAS (PN, September 1999).

Bank: 1 of 4 Banque Nationale de Paris BNP

Companion Format Layout Peer Info Note PG

FITCHIBCA

Figure 18

**BankScope - [Report]**

File View Options Edit Report Window Display Help

Search List Report BCR Peer Analysis Statistical Analysis

**Banque Bruxelles Lambert BBL**

**BANKING SUBSIDIARIES**

*Any bank with its statements in BankScope is underlined*

Bank Name	Country	Ownership		Source	Date	Total Assets (mil USD)
		Direct	Total			
1. <u>BANQUE BRUXELLES LAMBERT FRANCE</u>	FR	100.00 %	100.00 %	RM	12/1998	5,240
2. <u>BANK BRUXELLES LAMBERT (SUISSE)</u>	CH	100.00 %	100.00 %	RM	12/1998	1,535
3. <u>ING BANK (BELGIUM) SA/NA</u>	BE	100.00 %	100.00 %	RM	12/1998	1,145
4. <u>BBL AUSTRALIA LIMITED</u>	AU	100.00 %	100.00 %	RM	12/1998	643
5. <u>BBL INTERNATIONAL (UK) LIMITED</u>	GB	100.00 %	100.00 %	RM	12/1998	149
6. BBL (JERSEY) LTD	GB	100.00 %	100.00 %	RM	12/1998	n.a.
7. BBL IRELAND	IE	100.00 %	100.00 %	RM	12/1998	n.a.
8. BBL NORTH AMERICA INC	US	100.00 %	100.00 %	RM	12/1998	n.a.
9. BANK BRUSSELS LAMBERT (SINGAPORE) LTD	SG	100.00 %	100.00 %	RM	12/1998	n.a.
10. BBL INTERNATIONAL NV	NL	99.95 %		RM	12/1998	n.a.
11. <u>CREDIT EUROPEEN SA</u>	LU	99.90 %		PC	2/1999	9,851
12. BBL CAPITAL MANAGEMENT CORPORATION	BE	87.09 %		RM	12/1998	n.a.
13. <u>CAISSE PRIVEE BANQUE</u>	BE	78.51 %		RM	12/1998	864
14. UNION DE BANQUES CONGOLAISES	CD	26.59 %		RM	12/1998	n.a.
15. <u>SOCIETE FINANCIERE POUR LES PAYS D'OUTRE-MER - SFOM</u>	CH	25.82 %		RM	12/1998	57
16. <u>INSTITUT DE REESCOMPTE ET DE GARANTIE IRG</u>	BE	24.49 %		RS	12/1998	603
17. <u>SEFB - RECORD BANK</u>	BE	18.32 %		RM	12/1998	556
18. <u>BANK MASHILL UTAMA</u>	ID	18.10 %		PC	2/1999	329
19. BANK CARD COMPANY	BE	13.85 %		RM	12/1998	n.a.
20. <u>VYSYA BANK LTD. (THE)</u>	IN	10.00 %		OS	12/1998	1,674

Bank: 1 of 1 Banque Bruxelles Lambert BBL

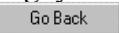
Companion Format Layout Peer Info Note PG

FITCHIBCA

Figure 19

Displaying the *Shareholders information* (or *Banking Subsidiaries*) section will present the list of shareholders (or subsidiaries) sorted by percentage of interest (Figure 18 and Figure 19). Several codes indicate the information source in the fifth column of this section :

<b>RM</b>	annual Report of the mother company.
<b>RS</b>	annual Report of the Subsidiary.
<b>PC</b>	direct contacts with the concerned institutions (twice a year a mailing is sent to all banks hosted on BankScope)
<b>PN</b>	information published in the press; an analyst located in Brussels is exclusively devoted to the task of analysing the news on ownership that is published in the daily or periodical financial press. An average of about 5 news articles related to modifications in the ownership of banks is published per day.
<b>OS</b>	information collected from other published sources (with authorisation by the information providers concerned).
<b>TC</b>	telephone calls made by an independent research company to follow up some institutions.
<b>VD</b>	information collected from the other databases distributed by Bureau van Dijk.

Some of the banks listed have their total assets indicated for the last available year and are displayed in bold and underlined. A click on one of these banks will bring you to its report, allowing you to navigate within the shareholders and subsidiaries database. A click on the  button will bring you back to the first bank selected.



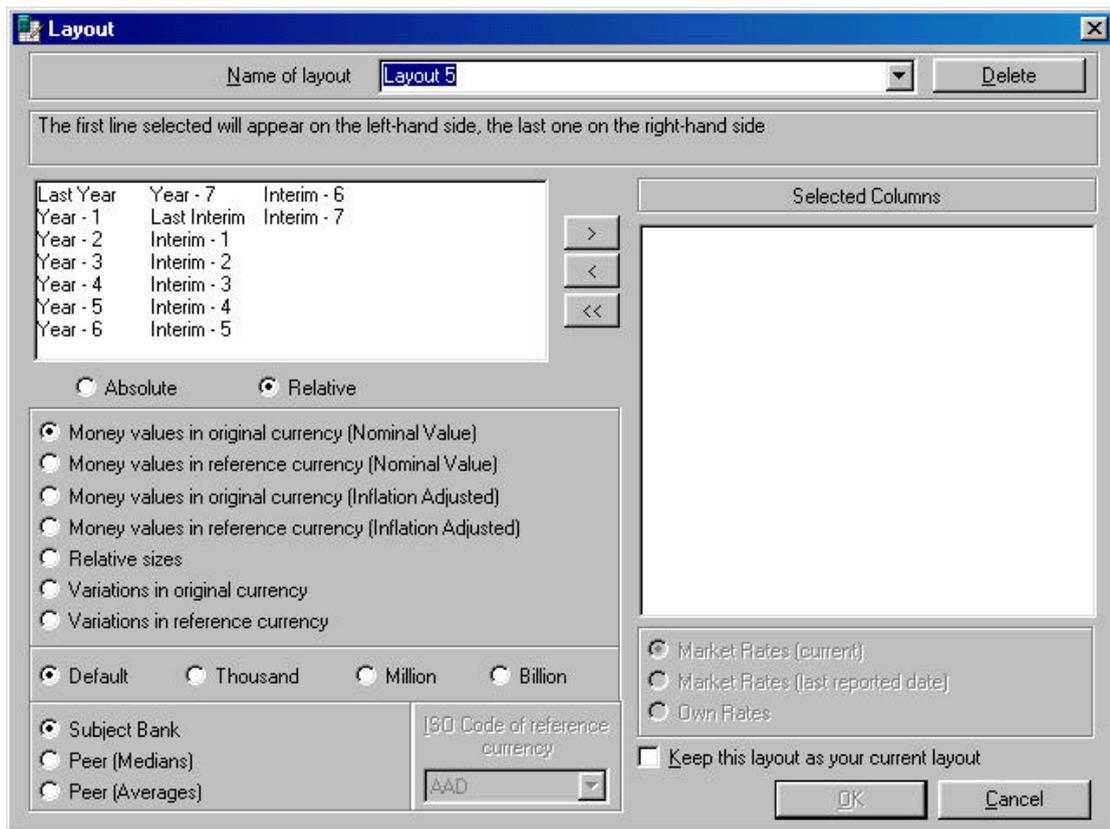


Figure 20

### 4.3. The Layout button

In BankScope the term *Layout* refers to the column structure. Editing the column layout using the Layout button allows you to:

- ?? determine currencies of data
  
- ?? apply exchange rates
  
- ?? show year-to-year variation or relative size
  
- ?? view interim or year end data

These types of figures are available for individual banks or Peer Groups (Median or Averages).

The *standard layout* presents the annual accounts in local currency for all the years available with the most recent year to the left.

You can create as many layouts as you wish. To create a layout, click the  button. The list of existing layouts appears, the current layout is marked with a ?. The item 'New layout' comes first on the list. If you click on it, a dialog box will appear (Figure 20) which enables you to customize the columns of your spreadsheet. Select first the *type of figures*, then the *year* and finally click on . By selecting *Last Interim*, *Interim -1*, etc.. in the year box, Interim figures will be displayed when available.

To create a spreadsheet entirely in \$US, select 'New Layout' and name the layout USD. Check the radio button *Money values in a reference currency (Nominal Value)*, enter USD in the ISO code box, select *Last Year* through *Year-7* by highlighting those years and clicking on . Click . This column layout will now be shown (as USD) on your Layout menu for use with any bank. More than one currency may be combined in a spreadsheet using this principle.

If the radio-button *Money values in a reference currency (Inflation Adjusted)* is selected, all financials of that column will be recalculated in order to get rid of the inflation effect and to present the accounts in real terms. Financials will be presented at the money value of the last available year, the Consumer Price Index coming from the IMF being used to adjust the published figures.





When a variation is chosen, the year given is the reference year. For example, the combination variation / year 1 (the most recent year) gives the increase in percentage between year 1 and year 2. *Money values* can be presented either in original currency or in one or several reference currencies. *Variations* can be calculated based on the values in original currency or in reference currency.

By clicking on the “*Own rates*” radio-button, the exchange rates defined by the user will be used (see section 15.1 explaining how to input your own exchange rates). A click on “*Market Rates (Current)*” will use the official rates (as published by the International Monetary Fund) at the corresponding closing date of the bank displayed. Clicking on “*Market Rates (Last reported date)*” will use the exchange rate at the last closing date for all preceding years displayed.

Clicking on the “*Peer (Medians)*” or “*Peer (Averages)*” radio-buttons will display the data corresponding to the “*Standard Peer Group*” of the bank selected (or the *Current Own Peer Group* associated by the user, if any) instead of the subject bank.

If the *Relative*’ radio button is checked, the most recent available year will always be displayed in the left column. On the contrary, if the *Absolute*’ radio button is checked, you can select several years in "absolute" reference: if the data for that year is not available, no value will be displayed in that specific column.

By clicking on the check box “*Keep this layout as your current format*”, your new layout will be substituted for the current layout.

It is also possible to create new layouts by clicking on the option “*Layout*” from the menu “*Options*” at the top of the screen (see Chapter 15).

Concerning the relative sizes, for the income statement the line ‘*Operating Income (Memo)*’ of the Global Format represents the base of 100 %. For the balance sheet, the denominator is, of course, Total Assets.



BankScope - [List]

File View Options Edit List Window Display Help

Search List Report BCR Peer Analysis Statistical Analysis

Mark	Bank Name	Cons. Code	Total Assets th USD Last Year	Last Year	Country Code	Country rank, Roll.	World rank, Roll.	Index number
1	Abbey National Plc	C2	273,491,931	6/1999	*GB	4	34	24986
2	ABN Amro Holding NV	C2	504,121,647	6/1999	*NL	1	5	22414
3	Almanij	C2	198,213,476	12/1998	BE	NR	NR	48100
4	Banca Intesa + Banca Commerciale Italiana	A1	312,170,491	12/1998	*IT	1	27	48251
5	Banco Bilbao Vizcaya, BBV	C2	151,997,121	12/1998	*ES	3	74	22628
6	Banco de España	U1	111,907,089	12/1998	ES	NR	NR	22653
7	Banco Santander Central Hispano (Proforma)	C1	269,084,501	12/1998	*ES	1	35	47560
8	Banco Santander SA	C2	176,848,678	12/1998	*ES	2	57	22676
9	Banque Nationale de Paris BNP	C2	378,989,859	6/1999	*FR	4	19	10931
10	Barclays Bank Plc	C1	353,295,625	6/1999	*GB	2	22	24151
11	Barclays plc	C1	353,295,625	6/1999	*GB	NR	NR	24158
12	Bayerische Hypo-und Vereinsbank (IAS)	C2	521,335,897	9/1999	*DE	2	4	46802
13	Bayerische Landesbank Girozentrale	C2	263,290,140	12/1998	*DE	6	36	13109
14	Commerzbank AG (IAS)	C2	375,804,493	9/1999	*DE	5	20	13190
15	Crédit Agricole CA	C1	455,780,732	6/1999	*FR	1	8	10696
16	Deutsche Bank AG (IAS)	C2	706,045,278	9/1999	*DE	1	1	13216
17	Deutsche Bundesbank	U1	221,723,200	12/1998	DE	NR	NR	13223
18	Dresdner Bank AG (IAS)	C2	424,619,812	9/1999	*DE	3	12	13247
19	Fortis (Banking)	C1	323,537,561	12/1998	BE	NR	NR	45678
20	Generale Bank-Générale de Banque	C2	243,222,604	12/1998	*BE	1	42	10107
21	Groupe Caisse des Dépôts	C2	170,793,487	12/1998	FR	8	63	45311
22	Halifax PLC	C2	208,687,406	6/1999	*GB	6	51	46577
23	HSBC Bank plc	C2	169,968,391	6/1999	*GB	8	64	24594
24	HSBC Holdings Plc	C2	475,546,000	6/1999	*GB	1	7	34727
25	ING Group - Internationale Nederlanden Groep NV	C2	460,768,716	6/1999	*NL	NR	NR	22304
26	KBC Bank NV	C1	163,065,276	6/1999	*BE	2	69	46905

Format Sort Delete Associate Peer Groups

36 Banks Sorted by Bank's Name, Ascending

FITCHIBCA

Figure 21

BankScope - [List]

File View Options Edit List Window Display Help

Search List Report BCR Peer Analysis Statistical Analysis

Format of the List

Name of the Format: Format 1 [Delete]

Model: Global Format

Sections	Header
Header	HEADER
Ratings	Specialisation (General)
Profile	Specialisation (Country Specific)
Balance Sheet	Index number
P&L Account	Nickname
Memo Lines	Address
Global - Detailed	Building
Ratios	Country Name
Ownership	Country Code
Subsidiaries	FitchIBCA Model
Note	City
	Consolidation Code
	Type of Format
	Last Available Year
	World Rank
	World Rank, Rolling

Relative Absolute

Currency: Default USD

Selected variables

One line per company  
Keep this format as your current format  
Repeat single data items

OK Cancel

36 Banks Sorted by Bank's Name, Ascending

FITCHIBCA

Figure 22

## 5. BUILDING A LIST OF BANKS

The “*List*” of the selected statements will be displayed:

- automatically if several banks have been selected from the *Name index*, by Swift number, index number or nickname;
- by clicking on the  button if the selection is the result of a multi-criteria search or of a saved bank set or search strategy.

An example of such a list is illustrated in Figure 21.

### 5.1. Format of a list

The *standard format* of a list - which is displayed by default - includes the following fields: *consolidation code, sorting variable, last available year, country code, country rank rolling, world rank rolling, index number*

In order to create a new list, click on the  button. This will unfold a menu presenting all the formats already designed as well as a line “*New Format*”. A click on this line will display a dialog box (see Figure 22) enabling you to select the items to be included in a list format.

[It is also possible to create new list formats by clicking on the option “*Format of List*” from the menu “*Options*” at the top of the screen (see Chapter 15).]

Note that the width of a column can be modified by dragging the top of the border between two columns. This will be saved along with the format.



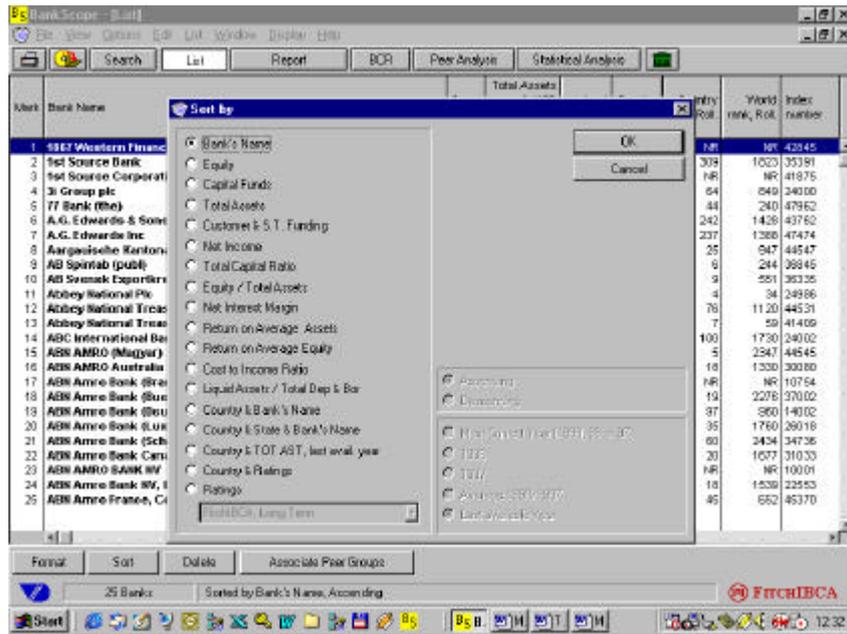


Figure 23

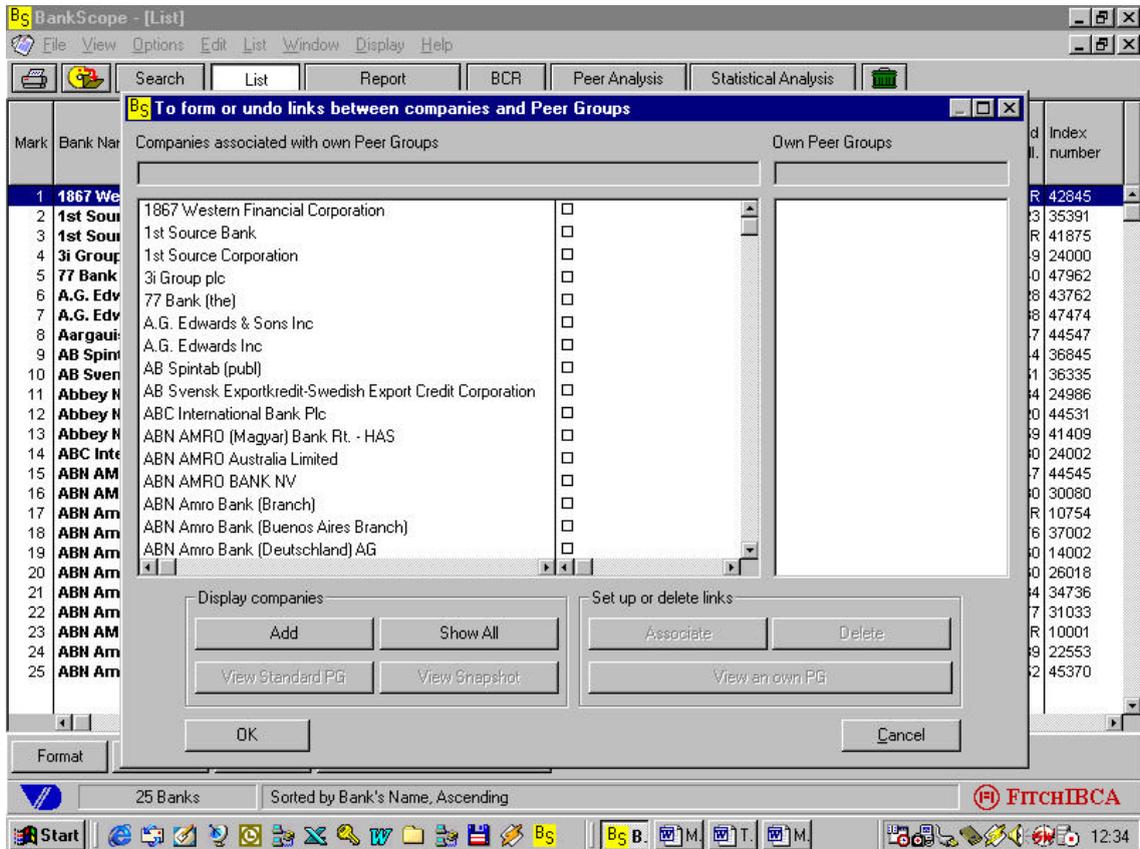
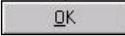


Figure 24

## 5.2. Sorting a list

All lists are sorted by default according to Total Assets for the last available year in descending sequence.

However, you can instantly change the sorting key by clicking on the  button which displays a dialog box (Figure 23) showing the available *sorting variables*. Select your sorting variable and click on . The list is immediately reorganised and sorted according to the selected variable (in descending or ascending sequence, as you have specified).

[It is also possible to change the default sort by clicking on the option “*Default sort*” from the menu “*Options*” at the top of the screen (see Chapter 15).]

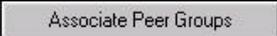
## 5.3. Marking and deleting Banks from a list

A click at the left of any line will “mark” the statement.

Any “*marked*” or “*unmarked*” statements of the list can be deleted by clicking on the  button.

Note that you can choose to display, print or transfer only the marked - or unmarked - statements.

## 5.4. Associating a peer group to a bank

The  button allows you to display a dialog box (Figure 24) allowing you to associate an existing own peer group with each of the banks listed. For more details on the use of own peer groups, please refer to section 6.7.





## 6. MULTI-CRITERIA SEARCH

It is possible to search for one or several banks by name (see Chapter 3). It is also possible to search for one or several banks by their Swift numbers, their Nicknames or their Index Numbers.

Finally, it is possible to select a group of banks by combining some or all of the following criteria:

- geographic location;
- specialisation;
- large banks;
- financial data;
- ratings;
- affiliations;
- updated statements;
- miscellaneous (see section L).

These criteria can be combined by using “*and*” operators (which are used by default) or by using any other combination of the Boolean operators “*or*”, “*and*” and “*and not*” (see section 6.4 hereafter).

### 6.1. Description of the Criteria Available

The different criteria can be accessed by fourteen buttons that appear at the top of the screen when clicking on .

Name	Nickname	Identif. No	Geographic	Specialisation	Large Banks	Rating Services
Financials	Ratings	Affiliations	Updated Stat.	Saved File	Miscellaneous	News Section

#### 6.1.1. SEARCHING BY BANK NAME

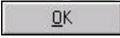
The search by Bank name has been described in Chapter 3.





### 6.1.2. SEARCHING BY NICKNAME

Every type of statement is identified by a “*nickname*”, which is a string of up to 8 characters.

Click  to display a dialog box with the index of available *nicknames*. Type the first characters of the nickname searched for and the index will automatically highlight the first nickname of the index starting with that string. The corresponding *snapshot* will also appear in the top right-hand corner of the window. Click on  to select the highlighted line and  to validate the selection.

### 6.1.3. SEARCHING BY INDEX NUMBER AND SWIFT NUMBER

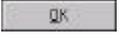
Click on  to start the search. A drop-down list will appear allowing you to select an *Index number* or *Swift number*:

?? In the case of search by *Index number*, several index numbers can be entered successively. When this is done, click on . If only one index number has been entered, the report will be directly displayed, if not, the list of selected banks will be displayed.

?? In the case of a search by *Swift number*, a dialog box shows the Swift numbers index. Just type the Swift number and the index will highlight the line starting with this string. Click on  to validate the selection.

### 6.1.4. SEARCHING BY GEOGRAPHIC AREA

Click on  to start the search. A yellow menu appears enabling you to choose between a search by *country* or by *world regions*.

?? In the case of a search by *country*, a dialog box presents the index of countries. Just type in the first characters of the country’s name and the index will highlight the line starting with this string. Click on  to select the line and on  to validate the search.

?? In the case of a search by *world regions*, a dialog box displays a list of world regions. Just click on the regions you are looking for. Click on  to select the region(s) and  to validate the search.





### 6.1.5. SEARCHING BY SPECIALISATION

Two types of specialisations are available in BankScope: *the general specialisation* and the *country specific specialisation*.

A *general specialisation* code has been assigned to each bank based on the annual report. These codes have been grouped into 12 categories defined as follows:

- ?? Commercial Banks
- ?? Savings Banks
- ?? Co-operative Banks
- ?? Real Estate/Mortgage Banks
- ?? Medium and Long Term Credit Banks
- ?? Investment Banks/Securities Houses
- ?? Islamic Banks
- ?? Non Banking Credit Institutions
- ?? Specialised Governmental Credit Institutions
- ?? Bank Holdings and Holding Companies
- ?? Central Banks
- ?? Multi-lateral Governmental Banks

The *country specific specialisations* are available for the 15 EU countries as well as for Switzerland and Japan. For banks of the EU and the EFTA countries, the *Official Journal of the EU* supplies a classification of the listed banks according to their specialisation. These categories vary from one country to another since they are based on the declarations made to the European Commission by the relevant professional organisation of the member states. For Swiss banks, the classification is given by the *Commission Fédérale des Banques*. For Japanese banks, it is supplied by the *Federation of Bankers' Associations of Japan (Zenginkyo)*.

Click on . A dialog box showing the *general specialisation* is displayed by default. Select the line corresponding to the needed specialisation and click  and  to validate the search.



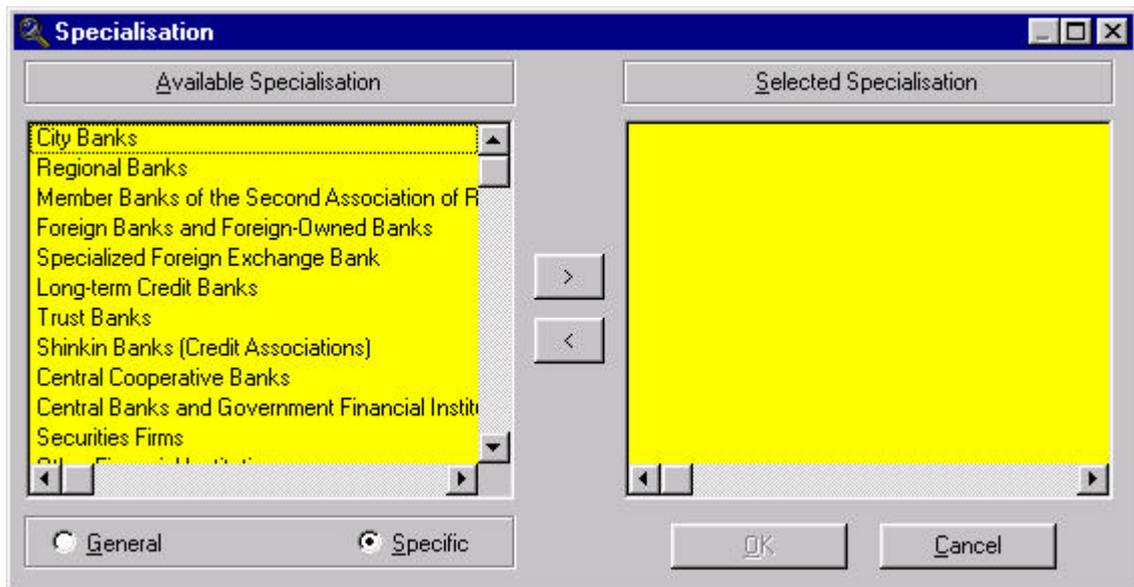


Figure 25

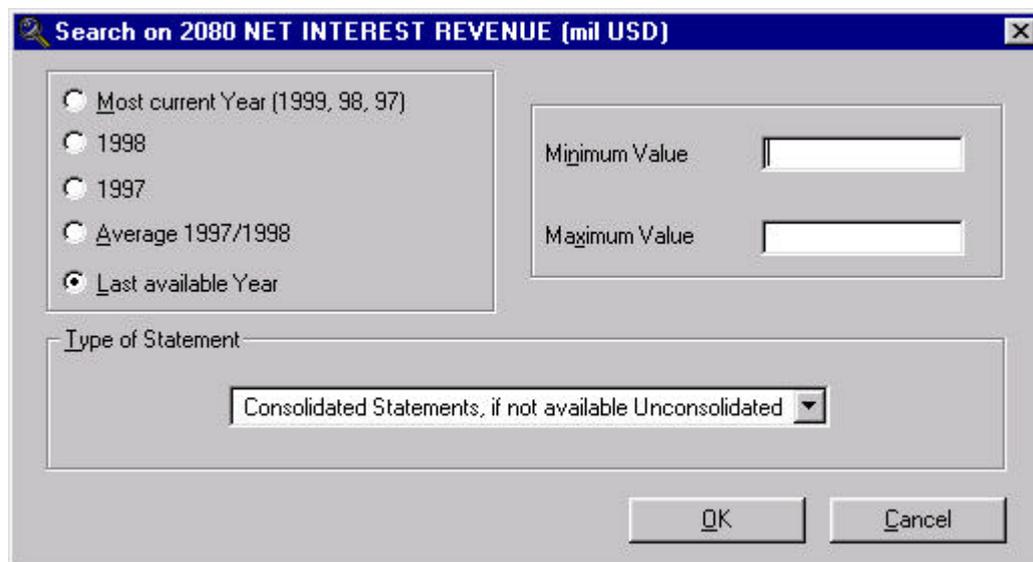
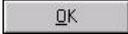


Figure 26

In order to select a *country specific* specialisation, select one of the EU countries, Japan or Switzerland (see section 6.1.4) first, then click . The different country specific specialisations (see Figure 25) will appear in the list. Highlight the desired specialisations and click  to select them. Click  to validate the search. It is still possible to use the general specialisation by checking the *general* radio button.

#### 6.1.6. SEARCHING BY LARGE BANKS

Clicking  automatically selects all banks with Total Assets greater than one billion USD for the last available year.

#### 6.1.7. SEARCHING BY FINANCIAL DATA

It is possible in BankScope to make a search based on the figures related to:

- 37 lines of the FITCHRATINGS Global Format;
- 6 Assets Quality Ratios;
- 11 Capital Ratios;
- 13 Operations Ratios;
- 6 Liquidity Ratios.

Click first the  button. A drop-down list appears, allowing you to select the *type of financial data* (e.g. Assets, Liabilities, Income Statement, etc..) as well as the variable on which your search will be based. When the type of financial data and the variable are selected, a dialog box (Figure 26) will enable you to:

- ?? set a *minimum* or *maximum* limit (or both) for the variable under study. Financial figures must be expressed in million \$ and ratios in percentage
- ?? choose the year considered in the search
- ?? select the type of statement (consolidated or not) by using the drop-down menu.



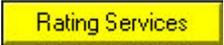


6.1.8. SEARCHING BY RATINGS

A search can be conducted on the rating values provided by the following agencies:

FITCHRATINGS	Long Term, Short Term, Individual and Legal;
MOODY'S	Bank Deposits (Long Term and Short Term), Long Term Debt, Financial Strength and Commercial Paper;
CAPITAL INTELLIGENCE	Foreign Currency Long term, Foreign currency Short Term, Domestic strength, Support
THOMSON BANKWATCH	Short Term Debt, Senior Debt, Subordinated Debt, Preferred Stock;
STANDARD & POORS	Short Term and Long Term;

Click on the  button and select the type of rating from the drop-down list. A dialog box will appear enabling you to select the value(s) desired for the rating. Just highlight the chosen lines by clicking on them and then on  to select these lines. Validate the search by clicking on .

Note that clicking on  allows you to access the *Rating Reports* and *list of ratings* issued by the rating agencies that are hosted on BankScope. For more information, see Chapter 16.





*6.1.9. SEARCHING BY AFFILIATIONS*

BankScope contains comprehensive information on the ownership and the banking subsidiaries of the institutions that are hosted on the disk. The ownership database is organised in the form of “links”, a link being defined by the following information:

- parent company;
- daughter company;
- percentage of interest;
- source of information;
- date of information.

The sources is as follows:

- Annual Reports;
- direct contacts with the concerned institutions (twice a year a mailing is sent to all banks hosted on BankScope);
- information published by the press; an analyst located in Brussels is exclusively devoted to the task of analysing the news on ownership that is published in the daily or periodical financial press; there is an average of about 5 news articles per day relating to modifications in the ownership of the banks;
- information collected in the other databases distributed by Bureau van Dijk or in other published sources (when authorised by the concerned information providers).



**Foreign Banks in a given Country**

Domicile country: **GERMANY**

Mother country or region:  All  **JAPAN**

Specify your understanding of a "foreign bank"

Maximum number of foreign shareholders:

holding together at least:  %

Include foreign shareholders with NA's:

A foreign bank can include local shareholders:

Figure 27

**BankScope - [List]**

File View Options Edit List Window Display Help

Search List Report BCR Peer Analysis Statistical Analysis

Rank	Bank Name	Core Code	Total Assets in USD Last Year	Last Year	Country Code	Country rank, Roll	World rank, Roll	Index number
1	Bank of Tokyo - Mitsubishi (Deutschland) AG	LI	4,255,787	12/1/98	DE	132	1269	13055
2	Sakura Bank Limited Dusseldorf/Hamburg	LI	1,265,496	03/1/97	DE	NR	NR	43385
3	Industriebank von Japan (Deutschland) AG The Industrial Bank of Ja	LI	1,100,432	12/1/98	DE	983	2891	13818
4	Sanwa Bank Limited (Tha)	LI	972,726	03/1/98	DE	555	3179	14175
5	Dai-ichi Kangyo Bank (Deutschland) IKB	LI	468,376	12/1/98	DE	927	4277	14105
6	Nippon Credit Bank (Deutschland) AG	LI	227,305	12/1/98	DE	NR	NR	14235
7	Horiura Bank (Deutschland) GmbH	LI	179,613	03/1/98	DE	1551	6994	13681
8	Sumitomo Bank (Deutschland) GmbH	LI	173,573	12/1/98	DE	NR	NR	14050
9	Tokai Bank (Deutschland) GmbH	LI	72,461	12/1/98	DE	1730	6989	14167
10	Yamachi Bank (Deutschland) GmbH	LI	68,593	03/1/97	DE	NR	NR	14034
11	Asahi Bank (Deutschland) GmbH	LI	64,527	12/1/97	DE	1745	7102	14985
12	Daiwa Europe (Deutschland) GmbH	LI	54,190	03/1/94	DE	NR	NR	13203
13	Sanwa Bank (Deutschland) AG	LI	52,374	12/1/98	DE	1771	7252	13612
14	Hiko Bank (Deutschland) GmbH	LI	31,008	03/1/97	DE	NR	NR	13579
15	A & A Aktienbank GmbH	LI	26,538	12/1/98	DE	1809	7659	15127

Format Sort Delete Associate Peer Groups

15 Banks Sorted by Total Assets, Last available Year, Descending

**FitchIBCA**

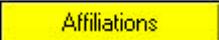
Figure 28

**Affiliations of a given Bank**

BBL (BANK BRUSSEL LAMBERT .)

	Selected	Minimum %	Include NA's
Direct parents	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
Direct parents and indirect parents	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
Ibid, with their direct banking subsidiaries	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
Direct banking subsidiaries	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
Direct and indirect banking subsidiaries	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
Ibid, with their direct parents	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
All types of affiliations	<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
Include "Cedel type" banks	<input type="checkbox"/>		

Figure 29

To conduct a search on affiliations, this criterion must be the first item in a users' search. Click . A menu will allow you to select one of the four following options:

?? *Searching for the foreign banks in a given country*

The definition of what the user regards as “foreign” bank can be freely specified. You can for instance specify that in your opinion a “foreign”<sup>5</sup> bank can:

- include no more than N “foreign” shareholders;
- totalling together at least X % of interest;
- include or, on the contrary, exclude any local shareholder.

The dialog box enabling you to specify all this is presented in Figure 27.

Figure 28 presents the list resulting from such a search (in our example: the Japanese banks in Germany, a “Japanese” bank being defined as a bank owned by a maximum of three Japanese shareholders holding together a stake of at least 75%, with possibly other “foreign” shareholders).

?? *Searching for the affiliates of a given bank*

You can select a bank for which you want to find the parents and/or the affiliates. You can specify the minimum percentages that are to be taken into consideration for including an affiliate in the group for each of the following six categories: direct parents; indirect parents; direct subsidiaries of direct and indirect parents; direct subsidiaries; indirect subsidiaries; direct parents or direct and indirect subsidiaries. This can be done by using the dialog box presented in Figure 29.

---

<sup>5</sup> “Foreign” refers either to a single country (foreign to the “given” country) or to *all countries* foreign to the “given” country.





Figure 30

Bank Name	City	Own Direct	Own Total	Source	Date	Tot. Ast. (in USD)
<b>AUSTRIA</b>						
Parent companies in the set of Banks:						
1 WESTDEUTSCHE LANDESBANK GROSZIDE						
		9,18 %	-	PC	05/96	288.202
2 CASSA DI RISPARMIO DELLE PROVINCE IT						
		3,92 %	-	PC	06/96	117.631
Banking Subsidiaries and Affiliates in the set of Banks:						
3 GIRCREDIT BANK AKTIENGESELLSCH AT						
		< 50,00 %	-	RM	12/95	38.509
GIRCREDIT BANK AKTIENGESELLSCH DER SPARWASSEN						
Parent companies in the set of Banks:						
4 BANK AUSTRIA AG						
	AT	< 50,00 %	-	RM	12/95	68.115
Banking Subsidiaries and Affiliates in the set of Banks: none						
<b>BELGIUM</b>						
Parent companies in the set of Banks:						
5 BANQUE INTERNATIONALE A LUXEMBO LU						
	sa		-	RS	12/95	30.174
Banking Subsidiaries and Affiliates in the set of Banks: none						
Parent companies in the set of Banks:						
6 BANQUE GENERALE DU LUXEMBOURG LU						
		1,00 %	-	PC	05/96	30.244
Banking Subsidiaries and Affiliates in the set of Banks:						
7 BANQUE GENERALE DU LUXEMBOURG LU						
		44,00 %	-	GS	03/96	30.244
KREDIETBANK KB						
Parent companies in the set of Banks: none						
Banking Subsidiaries and Affiliates in the set of Banks:						
8 IRISH INTERCONTINENTAL BANK LIMIT IE						
		75,00 %	75,00 %	PC	05/96	2.767
LIRIBANK A/S						
<b>DENMARK</b>						

Figure 31

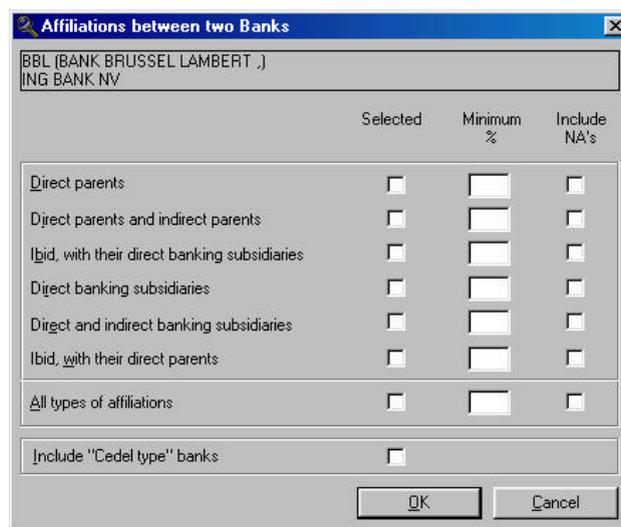


Figure 32

?? *Searching for the affiliations within a given set of banks*

After selecting a pre-designed file of banks, this search enables you to identify the banks in the file with financial links.

Figure 30 shows the dialog box that enables you to decide on the level of percentage of interest to be considered in order to be included in the search.

Figure 31 illustrates the result of such a search (six affiliations within a set of 189 banks having an A, AA or AAA FITCHRATINGS rating).

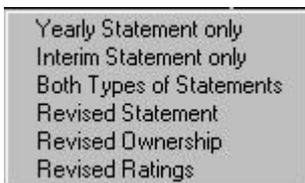
?? *Affiliations between two banks*

Select two banks then in the dialog box shown in Figure 32 define the minimum percentage for a link to be included between them in the search. This enables you to find out if the two banks are directly or indirectly linked.

#### 6.1.10. SEARCHING BY UPDATED STATEMENTS

This option allows you to select the statements that have been updated or revised since the previous update of BankScope.

Click on the  button. The following menu will appear:



*Revised statements* are statements that have been modified either because more accurate or detailed information has been obtained or because inaccuracies have been found and corrected. A bank's *ownership record* is revised if the percentage of an already existing affiliation has changed, a new affiliation has appeared or if a new textual message has been added to the ownership record.



### 6.1.11. SEARCHING BY SAVED FILE

This option allows you to retrieve any bank set files (with extension .SET, .BVD or .PGF) that have previously been saved. The same search can be accessed by the option “Open a bank set” from the “File” menu.

### 6.1.12. MISCELLANEOUS

Click the  button to display a dialog box that allows you to select banks according to the following criteria:

- |                                       |  |
|---------------------------------------|--|
| <i>Bank included in the ranking</i>   | this option allows you to restrict your search to banks included in the world and country rankings. Non-banking credit institutions, central banks as well as statements which do not offer recent information are excluded from ranking calculations; |
| <i>Consolidation code</i>             | this option enables you to search for statements by one or several consolidation codes (see Chapter 2);  |
| <i>Currency codes</i>                 | this option enables you to select all statements published in the currency selected;   |
| <i>Number of available years</i>      | this option enables you to select statements for a specified number (or numbers) of years;   |
| <i>Last available year</i>            | this option will select statements on the basis of the <i>last available year</i> ;  |
| <i>Type of Format</i>                 | this option will select statements on the basis of their <i>format codes</i> (see Chapter 2);  |
| <i>Model (nickname)</i>               | this option will select all the statements belonging to the same <i>FITCHRATINGS model</i> ;   |
| <i>Special Companion (SEC, etc..)</i> | this option will select all the statements with C* or U* consolidation codes;  |



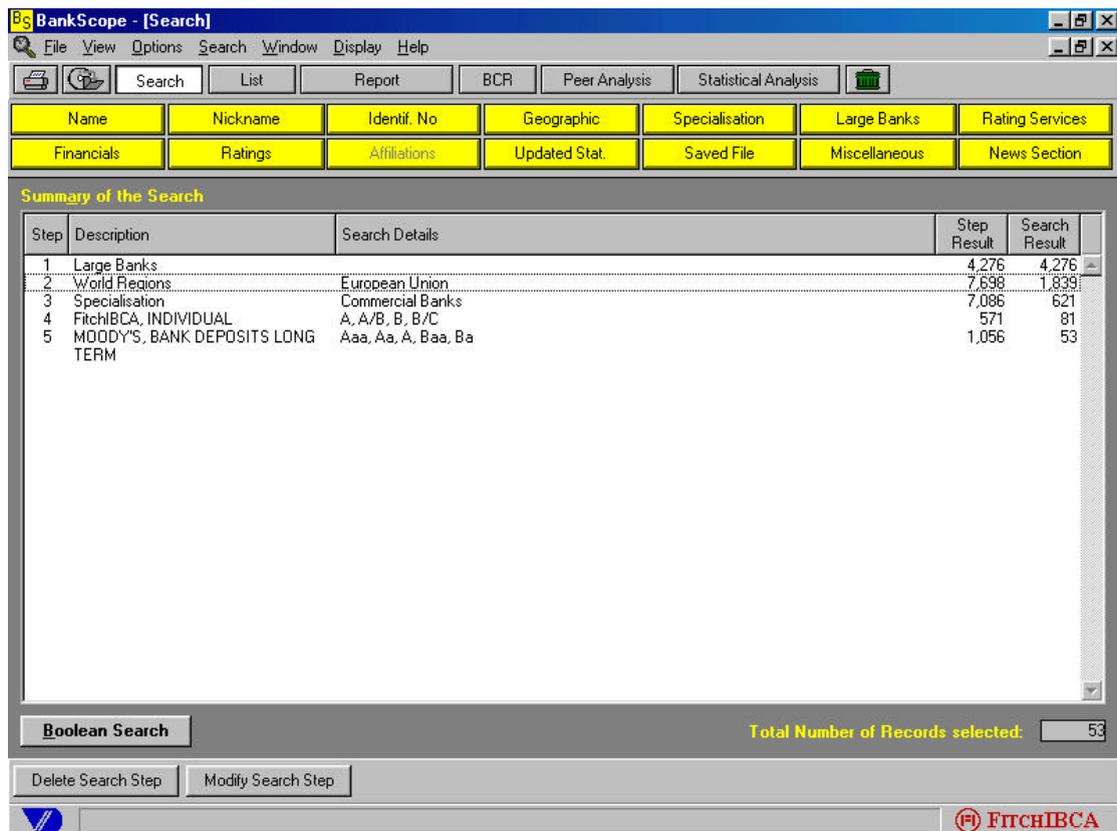


Figure 33



Figure 34

<i>Recently added statements</i>	this option will select all the statements which have been recently added to BankScope;
<i>Banks for which a note exists</i>	allows you to retrieve banks for which you have manually entered a note
<i>Search by word in notes</i>	displays a menu in which you can type a word to be found in the notes entered by the user
<i>Type of Shareholder</i>	displays a dialog box (see Figure 34) in which you will have the possibility to select the desired type(s) of shareholders (state, public authorities, individuals and private shareholders, companies and banks) as well as their ownership percentage.
<i>Search by Auditor's name</i>	displays a list from which you can select the desired auditors.
<i>Listed/unlisted</i>	in the appearing window, you can select listed or unlisted banks.

## 6.2. Result of a search

Whenever you click on  in any of the dialog boxes allowing you to conduct a search, the result of the search is displayed along with the results of the previous searches. There are, at the end of the line, two columns containing figures (see Figure 33).

- **Step Result:** the left-hand column indicates the number of statements of the whole database that satisfy that search criterion;
- **Search Result:** the right-hand column indicates the number of banks that satisfy the combined criteria, every criterion being linked to the preceding one with the Boolean operator “and”.

By clicking on any of the 13 buttons conducting the searches, you can *restrict* the search with a new criterion. Also note that if, at the end of a search, the *name index* is called upon (by clicking on the  button), the index will be reduced to the banks complying with the former criteria. This index is not *permuted*.

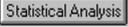
At the end of a search, click on  to view the list of all selected statements (sorted by default according to Total Assets for the last available year or by any other sorting key previously defined by the user).





By clicking on , the report of the first statement selected will be displayed.

By clicking on , group and peer group facilities of this module will be accessed for the current selection (see Chapter 9).

By clicking on , statistical analyses will be conducted on the statements selected (see Chapter 10).

### 6.3. Modifying or deleting a search step

When the cursor is positioned on a line corresponding to one of the search criteria used:

- clicking on the  button will delete that criteria; the results of the search will be instantaneously recalculated;

- clicking on the  button enables you to set new parameters for the highlighted criteria.



**BankScope - [Search]**

File View Options Search Window Display Help

Search List Report BCR Peer Analysis Statistical Analysis

Name Nickname Identif. No Geographic Specialisation Large Banks Rating Services

Financials Ratings Affiliations Updated Stat. Saved File Miscellaneous News Section

**Summary of the Search**

Step	Description	Search Details	Step Result	Search Result
1	Large Banks		4,240	4,240
2	World Regions	European Union	7,608	1,825
3	Specialisation	Commercial Banks	6,987	614
4	FitchIBCA, INDIVIDUAL	A, A/B, B	332	45
5	MOODY'S, BANK DEPOSITS LONG TERM	Aaa, Aa, A	717	34

**Boolean Search** 1 And 2 And 3 And (4 Or 5) OK 116

Delete Search Step Modify Search Step

FitchIBCA

Figure 35

## 6.4. Boolean search

As explained hereafter, the search criteria are, by default, combined with the Boolean operator “and”.

You can easily modify these different search criteria by using other Boolean operators. In order to do so, click on the  : the white control bar just beside this button becomes active. By using the “DEL” key, you can delete a part or all of the equation displayed and create an equation that suits you (do not forget the parentheses...).



For instance, Figure 35 shows the result of the selection of large European commercial banks having either a Moody’s rating of Aaa, Aa, A or an FITCHRATINGS rating of A, A/B, B.

## 6.5. Saving a search strategy

Any search strategy sequence can be saved and re-used at a later date. This method will allow you to monitor banks that meet your criteria every time you receive a new update of BankScope. Obviously results may differ from month to month as company accounts are updated.

To save your search strategy, select “*Save the search strategy*” from the “*File*” menu. A dialog box will appear allowing you to give a name to your search (your file will automatically be given the .srh extension). Click on the  button for saving.

## 6.6. Saving bank sets

Saving a bank set enables you to retrieve the identical group of banks at a later date, as you save the index numbers of the banks and not the criteria.

To save your bank set, select “*Save the bank set*” from the “*File*” menu. A dialog box will appear where you must give a name to your bank set. It will be automatically given the .set file extension, but you can change this extension depending on your needs.





Three types of files can be created:

Type [*\*.set*]: the file includes all the financial data relating to the saved banks. Such files will be used for conducting *Peer Group* and *Statistical Analyses* (See Chapter 9 and 10).

Type [*\*.bvd*]: the file includes only the index numbers of the selected banks. Group of banks must be saved using this extension for use with BankScope's Add-In feature (See Chapter 12).

Type [*\*.pgf*]: once the file is saved with a *pgf* extension, it can be assigned as *Own Peer Group* to a bank or a group of banks. (See Chapter 9)

### 6.7. Saving a Peer Group

Choosing File-Save the Peer Group will allow you to create your *own peer group* on the basis of the result of your search and to associate the peer group to the banks retrieved after this search or to additional banks. You can afterwards manage your peer groups and associate other banks to them by choosing File-Associate companies to existing peer groups (for more details, see Chapter 15).

The file will be saved in your User folder with a *\*.pgf* extension (see above).



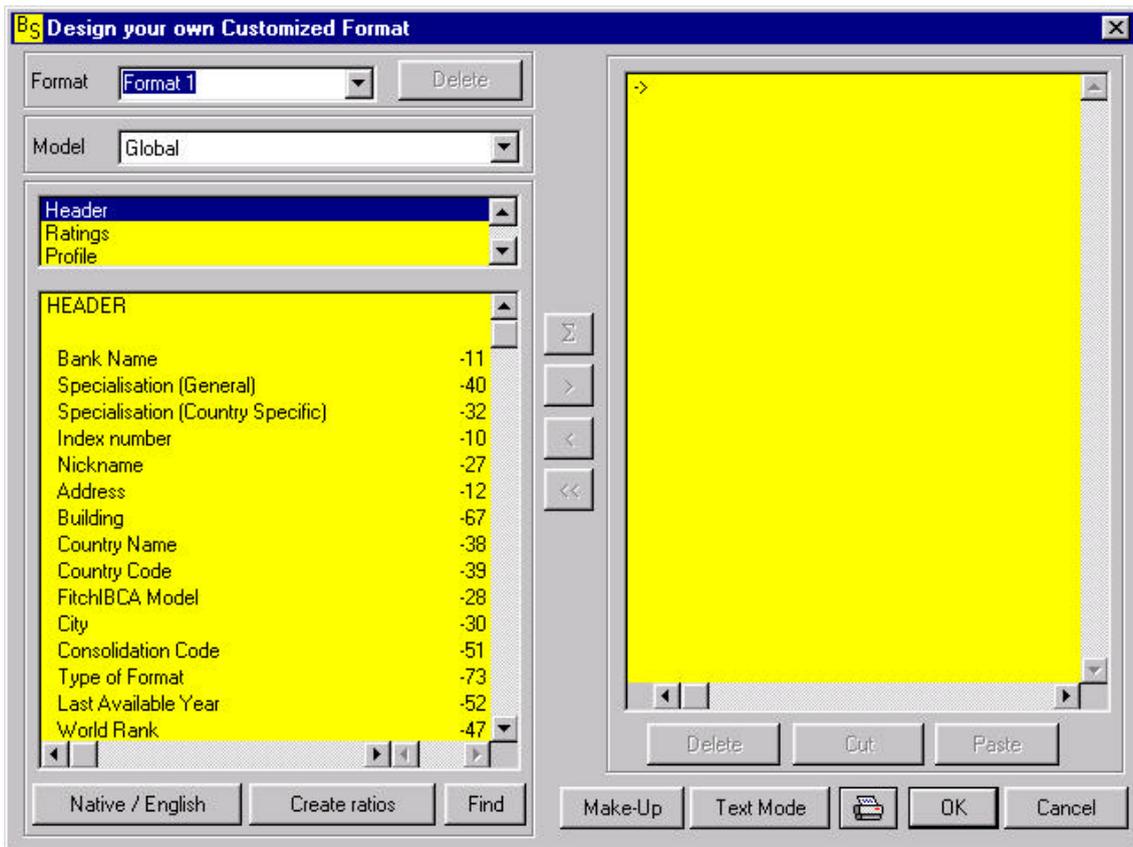


Figure 36

## 7. CUSTOMISED FORMATS

You can easily create one or more *Customised formats*. The Customised Formats are defined as a presentation of accounts including selections or groups of financial data or ratios.

To create a own *Customised format*, choose *Options-Customised Formats*. The dialog box illustrated in Figure 21 will appear on the screen.

### 7.1. Name of the customised formats

A name is given by default to the accounts you are creating. It can be modified by clicking on the default name and by typing in a chosen name. The  button will delete the *customised format* currently displayed.

**NOTE:** The customised formats are saved in your user folder with \*.CUS extension. The content of the file can be edited with a text editor like Notepad.

### 7.2. Selecting the FITCHRATINGS model

You first have to select the FITCHRATINGS “Model” with which you want to associate your customised format. If you use the “Global” model, your own format will be able to process any statement, whatever the country or the specialisation. If you select another model, your own format will be able to present only the statements coded by FITCHRATINGS in this model.

### 7.3. Selecting Lines

Select first the section from which you want to select lines: *Header, Profile, Global, Spreadsheet, Raw Data, Ratios, Own Ratios*

To select a single line, position the cursor on it and click on the  button (or double click the line): this line will be moved to the window on the right. In the left window, the colour of the selected line changes. [You can select it several times if you need to display it at several places]

If you want to *regroup* lines, click on all the desired lines (if these are adjacent, you must keep the left button of the mouse pressed or hold down the “SHIFT” key; if these are not adjacent, you must at the same time press the “CTRL” key) and click on the .



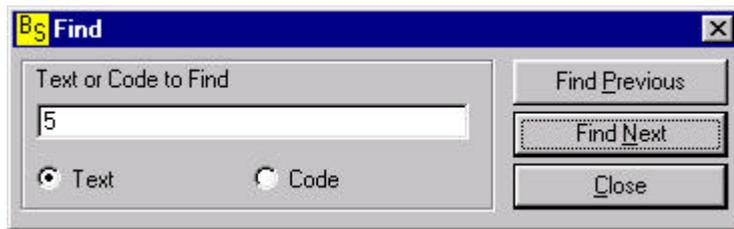
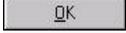


Figure 37

A dialog box appears. It displays the selected items and enables you to give a *title* to the resulting line in the new format (by default, the name of the label will be *Subtotal*). By default, all the lines are added, but you can change the *signs* of the lines by selecting them and clicking the  button. When the title and the signs are correct, click on “OK”. Only the line regrouping these items will be displayed

The  button removes the selected line from the right window. Use  to remove all the lines.

When you click , the subtotal will automatically be displayed below all selected lines (a small arrow appears in front of it). If you want to move one line, select the line in the right pane and click the  button. Select the new location for the line and click : the line will be placed immediately above the line you selected before clicking . You can also move the lines by pressing ALT and ? or ? on your keyboard. [this operation can also be completed in the “*make-up*” procedure described hereafter]. To edit the formula you created for the subtotal, select the subtotal and click  again.

Clicking the  button will display a dialog box enabling you to create your own ratios (also called user defined variables - see Chapter 8). These ratios are associated with lines of the format you are building. They will not appear in the “user defined variables” section of a report.

The  button will allow you to retrieve a line containing a specific string or with a certain line number and to position your cursor on it (see Figure 37).



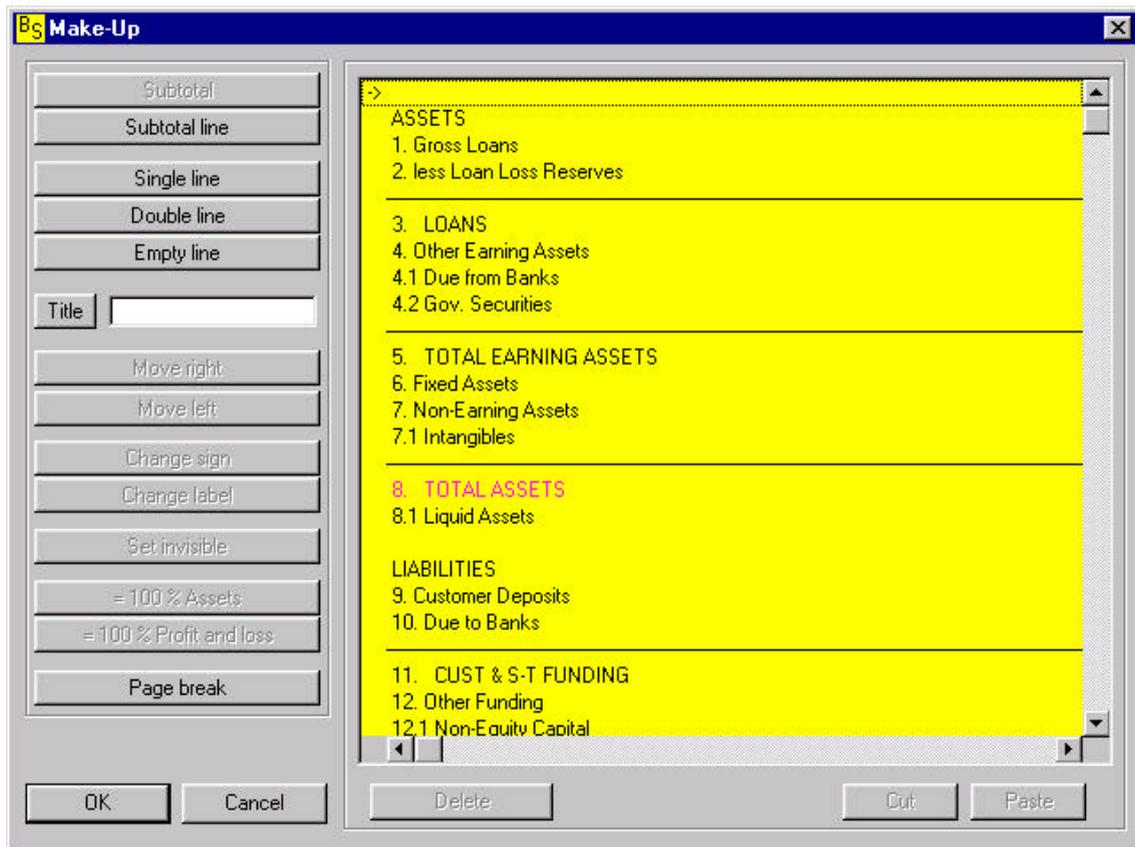
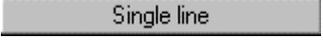
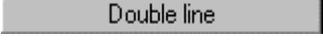
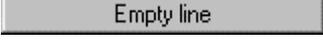
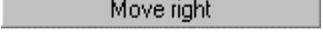
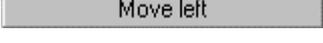
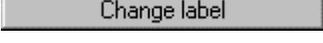
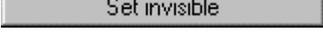
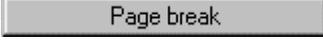


Figure 38

## 7.4. Make-up

By clicking on this button you will display a dialog box presenting the existing lines of your customised format and enabling you to improve the presentation (see Figure 38). The following features are offered:

	delete the highlighted line;
	creates a total for the items created by the user. First highlight the desired items then click this button ;
	inserts a dotted line above the highlighted line;
	inserts a single line that runs across the page;
	inserts a double line that runs across the page;
	inserts a blank line just above the highlighted line;
	inserts a title above the highlighted line;
	moves (to the right) the label on which the cursor is positioned;
	moves (to the left) the label upon which the cursor is positioned;
	changes the sign of the highlighted line;
	displays a dialog box enabling you to change the label;
	the line is still used in the calculation but is not displayed on the screen;
	the programme will set this item to 100% for the calculation of the relative sizes of the Balance Sheet items;
	same as previous, but for the Income Statement;
	the highlighted line will be the first to print on the next page.

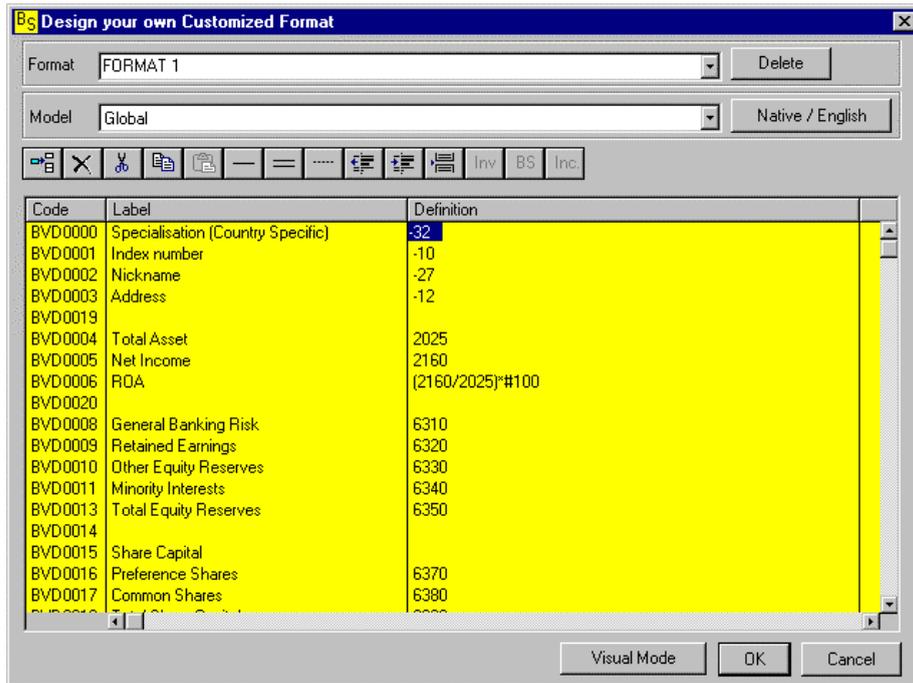


Figure 39



Figure 40

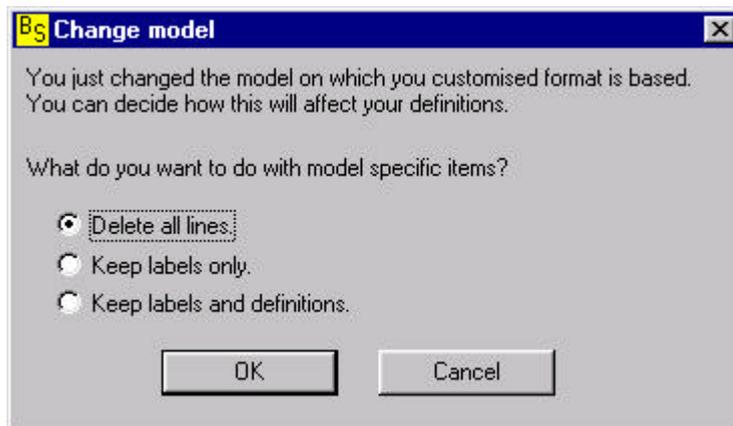


Figure 41

## 7.5. Using the Text Mode

Instead of modifying the formats as described above, you might use the *Text Mode*, which will allow you to type in the formulas and the labels at the same time. To switch to this mode, click the  button at the bottom of your “*Design your own customised format*” dialog box (see Figure 36).

This displays a window (see Figure 39) allowing you to edit an existing customised format or to create a new customised format on the basis of an old one. The  button lets you go back to the main screen.

### 7.5.1. EDITING AN EXISTING FORMAT

The *Text mode* window contains mainly three columns:

- ?? *Code*: this column contains an internal number for the line (BVD+4 digits) which is automatically generated. This allows you to refer to that line in another formula.
- ?? *Label*: type in this column the name that should be used as the title of the line.
- ?? *Definition*: type the account number that should be displayed on this line or any formula using the account numbers. Use operators and parenthesis if needed, as you would in a spreadsheet. Note that if you use a constant in your formula, it must be preceded by a ‘#’ to differentiate it from an existing account number.

### 7.5.2. CREATING A NEW CUSTOMISED FORMAT BASED ON AN EXISTING ONE

If you wish to create a new customised format having the same structure and/or definition as an existing one, simply display the customised format in the “*Design your own customised format*” dialog box (see Figure 21). Type the name for your new format in the *Format* box at the top of your screen and click . The dialog box displayed in Figure 40 will appear on your screen: check the tick box *Create a new customised account with this name* and click .

You now have to select the new format and to edit it according to your choices. If necessary, change the model to which this new format will apply by selecting another model in the drop-down list. The dialog box displayed in Figure 41 will appear on your screen. Select the appropriate option and click .

**NOTE:** If you change the model to which you apply the new format, make sure the account numbers still refer to what they should. Indeed, the same account number does not refer to the same financial item for the spreadsheet and raw data formats, which are country specific.



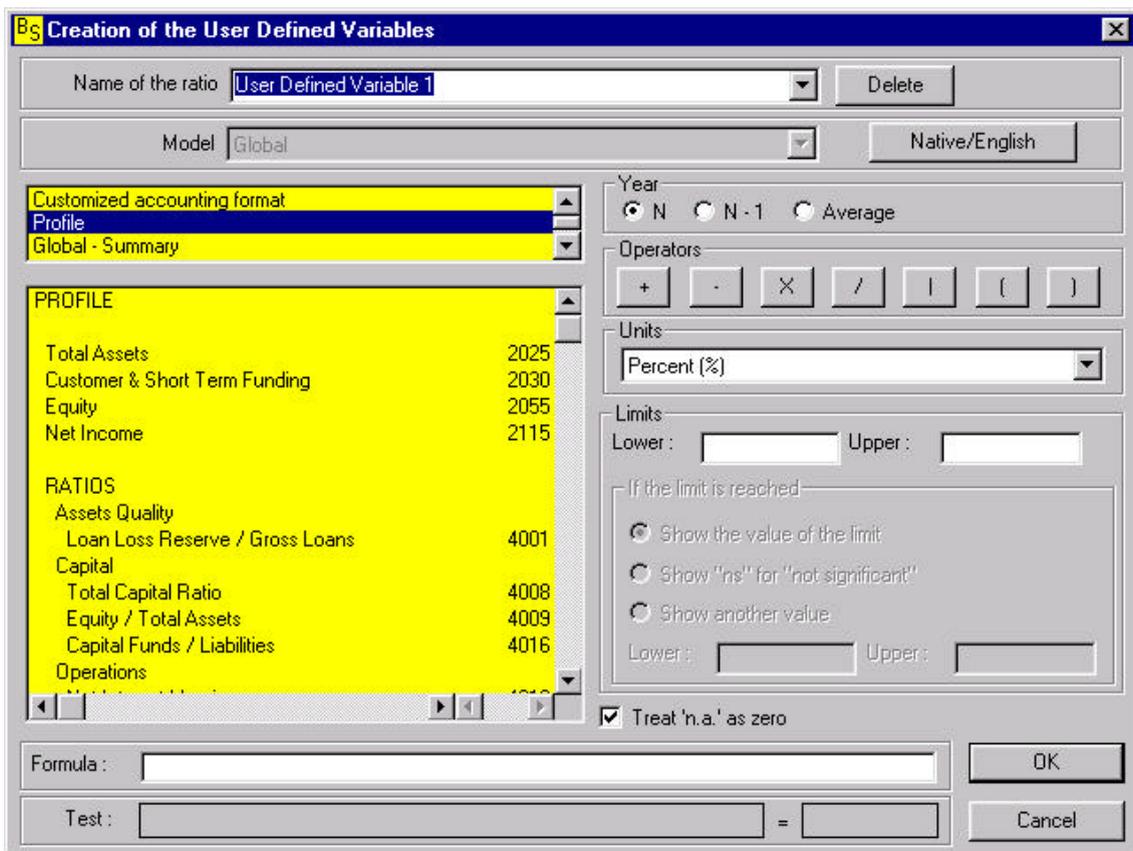
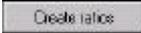


Figure 42

## 8. USER DEFINED VARIABLES

There are two ways to access the dialog box (Figure 42) enabling you to build your user defined variables:

- ?? by choosing “User Defined Variables” from the “Options” menu: in that case, the created variable will be part of the User defined variables section associated with a report and can be included in any own report format.
- ?? by clicking the button  when designing a customised format: in that case, the user defined variables will be attached to the customised format and will not appear in the User Defined Variables section attached to reports displayed in another format.

### 8.1. Name of the user defined variable

A default label is presented in the dialog box. Just type the new name in.

### 8.2. Creating a user defined variable

We advise you to first prepare your formula on paper. Then, two methods can be considered:

#### 8.2.1. FIRST METHOD

- ?? double click the first item;
- ?? click the operator that will precede the next item: addition (+), subtraction (-), multiplication (X), division (/) or absolute value (?);
- ?? double click the second item;
- ?? repeat the same procedure for all the items;
- ?? select the units (if you have chosen “Percent %”, you have to multiply the formula by 100).

Do not forget to introduce parenthesis, if necessary, according to the usual mathematical rules. **Note that if you use a constant in your formula, it must be preceded by a ‘#’ to differentiate it from an existing account number.**

According to the position of the superior radio-button, each item can be taken for year N (the most recent year), year N-1 (the second most recent year), or as average for the last two years.





### 8.2.2. SECOND METHOD

Just type the formula (by using the line numbers of the items; once again, do not forget the parentheses or to multiply by 100 if the units are in percentages - do not type an equal sign to start your formula).

By default, the values associated with year N will be obtained. In order to take the values of N-1, type the string [N-1] just behind the line number or [M] to take the average of the two last years.

**Note that if you use a constant in your formula, it must be preceded by a ‘#’ to differentiate it from an existing account number.**

In both cases, the test area at the bottom of the screen will let you preview a value of the ratio. This ratio will be automatically calculated for a realistic fiction bank, so that you can check whether the formula gives plausible results.

### 8.3. Associating a limit to a ratio

You can assign a lower or an upper limit (or both) to your ratio: if the value calculated is inferior to the lower limit or superior to the upper limit, you can specify:

?? the value of the limit;

?? “ns” for non significant;

?? another value (this can be very useful if this ratio is included in an automatic credit scoring program).





## 9. PEER GROUP ANALYSES

### 9.1. Overview and terminology

A clear distinction must be made between a “*Peer Analysis*” and a “*Statistical Analysis*”.

A “*Peer Analysis*” compares a bank (the “*Subject Bank*”) to the median, the quartile, the deciles and/or the average of a Peer Group or to a given set of individual banks. The “*Subject Bank*” may or may not belong to the Peer Group.

A “*Statistical Analysis*” studies a group of banks without bringing to the fore any particular bank of the group.

### 9.2. Typology of Peer Analysis

Three types of *Peer Analyses* can be conducted, according to the entities used for the comparison, that we call A, B or C:

?*Peer Analysis A*: the items selected for the *Subject bank* are compared to the deciles, quartiles, median and/or the average of the distribution of the same items in the Peer Group.

?*Peer Analysis B*: *ibid*, but in addition to the Peer Group, you can add to the comparison a few individual banks that we call ‘*Comparison Banks*’. (For instance, your *Subject Bank* is *Dresdner Bank* and you wish to compare its values to the median of all German commercial banks; but, at the same time, you want to see the values taken by *Commerzbank* and *Deutsche Bank*).

?*Peer Analysis C*: you wish to compare the *subject bank* to a given set of banks with figures shown for each of them.

### 9.3. Accessing Peer Analysis

Peer analysis can be accessed in four different ways:

?When a *single* bank has been selected and its report displayed, by clicking on , the bank displayed will automatically be considered as the *subject bank* and the peer group will be your current own peer group, the standard peer group or a previously saved set of banks;

?At the end of a search (when several companies have been selected even if this search has been conducted by the *Bank name index*): by clicking on , the *subject bank* will be one of the selected companies.



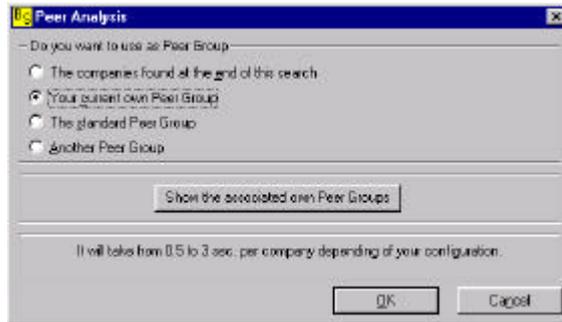


Figure 43

		1997			1998		
		Average	SM Dev.	RTCC	Median	Average	SM Dev.
<b>Total Assets</b>	€ USD	292,801,295	121,303,266	312,190,491	363,260,140	291,292,022	145,159,404
Customer & Short Term Funding	€ USD	177,706,462	100,605,206	221,633,913	196,138,746	199,266,524	115,248,483
Equity	€ USD	11,251,749	5,706,381	12,255,426	12,388,674	13,318,040	6,433,897
Net Income	€ USD	1,852,880	2,255,018	1,942,639	1,760,106	2,222,413	1,485,458
Loan Loss Reserve / Gross Loans	%	2.40	1.17	4.48	2.30	2.54	1.11
Total Capital Ratio	%	11.02	1.47	17.16	10.90	11.17	1.82
Equity / Total Assets	%	6.19	7.83	3.93	4.24	6.71	9.66
Capital Funds / Liabilities	%	6.82	1.35	6.67	6.71	7.05	1.63
Net Interest Margin	%	2.10	1.15	2.29	1.60	2.16	1.35
Return on Average Assets (ROAA)	%	1.34	1.63	0.44	0.74	1.31	1.97
Return on Average Equity (ROAE)	%	1.48	2.13	1.14	1.19	1.63	1.42
Cost to Income Ratio	%	60.10	19.46	66.70	66.70	62.36	25.10
Net Loans / Total Assets	%	45.13	16.06	49.97	46.34	44.89	15.91
Net Loans / Customer & ST Funding	%	81.32	77.82	70.37	61.29	98.68	182.34
Liquid Assets / Cost & ST Funding	%	47.91	81.93	38.17	24.98	65.83	148.32

Figure 44

		1998				
		SABADIC	BANKINTC	Median	Average	SM Dev.
<b>Total Assets</b>	€ USD	6,830,108	6,300,000	8,800,664	7,016,666	43,201,808
Customer & Short Term Funding	€ USD	3,547,803	14,341,119	13,170,024	21,672,161	33,338,882
Equity	€ USD	1,182,000	808,086	1,080,000	2,451,103	2,713,869
Net Income	€ USD	171,027	134,015	157,678	580,062	1,416,865
Loan Loss Reserve / Gross Loans	%	1.84	1.96	2.90	2.09	0.67
Total Capital Ratio	%	11.70	11.70	13.54	6.35	6.35
Equity / Total Assets	%	6.80	4.76	5.93	6.35	2.34
Capital Funds / Liabilities	%	8.15	8.17	8.08	8.08	2.52
Net Interest Margin	%	9.39	1.82	2.90	2.51	0.99
Return on Average Assets (ROAA)	%	1.30	0.08	0.90	1.17	1.18
Return on Average Equity (ROAE)	%	0.19	0.12	0.14	0.31	1.23
Cost to Income Ratio	%	30.63	57.63	51.64	36.38	17.34
Net Loans / Total Assets	%	54.61	61.74	52.31	54.80	19.91
Net Loans / Customer & ST Funding	%	67.31	71.33	61.17	61.08	182.32
Liquid Assets / Cost & ST Funding	%	40.01	21.80	31.31	30.01	12.22

Figure 45

*By loading a bank set* : see the former case;

?? *Direct access*: if you click on  without having loaded any bank set or search strategy, you will be able to select at the same time the subject bank and its eventual peer group. The peer group will be a *bank set* file or a *default peer group*.

Note that all tables and graphics described in this Chapter may be copied and pasted into other packages.

#### 9.4. “Type A” Analysis: a bank compared to a peer group

The *subject bank* is selected from the *Bank name index*.

A dialog box enabling you to select the peer group is displayed (see Figure 43). This can either be:

??the statements found at the end of the search;

??your current own peer group;

??the *standard peer group*;

??any other bank set file or peer group file that has been previously saved and associated to the bank.

A table presenting the results of the analysis is displayed (see Figure 44). This table is by default presented with the variables and the ratios of the *Profile Format* for the last three available years. The  button enables you to change the variables displayed.

#### 9.5. “Type B” Analysis: a bank compared to several individual banks and to a group

The procedure for building the comparison table is the same as discussed in section 9.4. except that you will also have to select the *comparison banks*. Once again, the comparison banks will necessarily belong to the selected banks if this analysis is carried out after a search or after loading a bank set file. The peer group can be freely chosen.

An example of such analysis is showed on Figure 45.



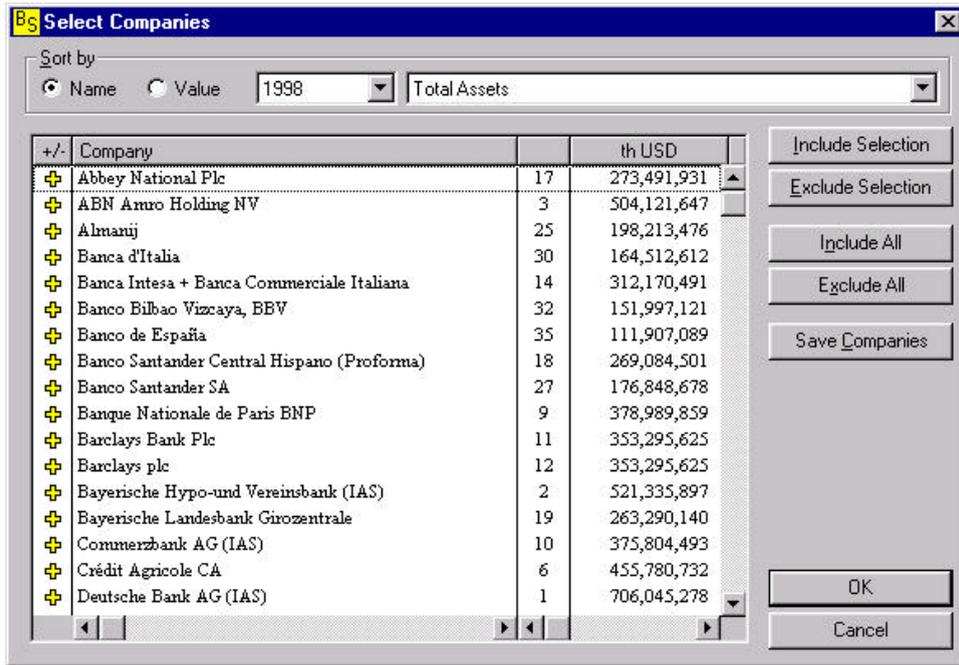


Figure 46

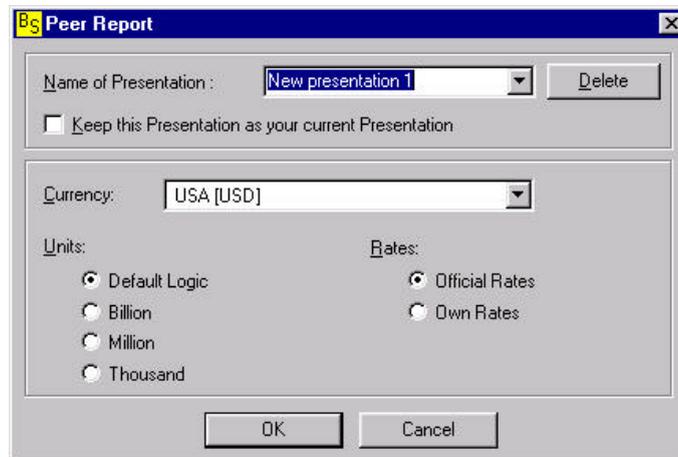


Figure 47

## 9.6. “Type C” Analysis: a bank compared to one or several individual banks

The procedure is the same as in section 9.5, except that you do not select a peer group.

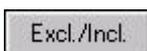
## 9.7. Buttons and Icons at the bottom of the comparison tables

Below the comparison tables, there is a menu bar with nine buttons and four icons:



*Case A:* if several subject banks are selected, clicking on this icon will display the table relating to the former or the next bank. The peer group remains the same except if a *default peer group* is used : in that case, the default peer group corresponding to the subject bank will be used;

*Case B and C:* the button rotates the subject bank and the comparison banks;



*Case A and B:* displays a dialog box that enables you to *exclude* (and re-include) one or several banks of the peer group. Such a dialog box is shown in Figure 46. A bank is excluded by double-clicking just in front of the name. The “+” sign becomes a “-”. You can select several banks at once by holding the button of the mouse and by clicking on “Exclude from the selection”.

The excluded banks can be saved in a file by clicking on the “Save Companies” button and by giving a name to the file. The original bank set will remain unchanged.

The banks of the list can be sorted alphabetically (default sorting) or by variable for any of the available years.

Remark: this button is deactivated if the peer group is a *standard peer group* because in that case, it is not possible to exclude banks of the group.

*Case C:* allows you to exclude from the table one or several banks.



displays a menu that enables you to select a presentation made up of the *currency*, the *units* and the *type of exchange rates* (official or own rates) or a previous presentation. If you click “New presentation”, the dialog box shown in Figure 47 is displayed.



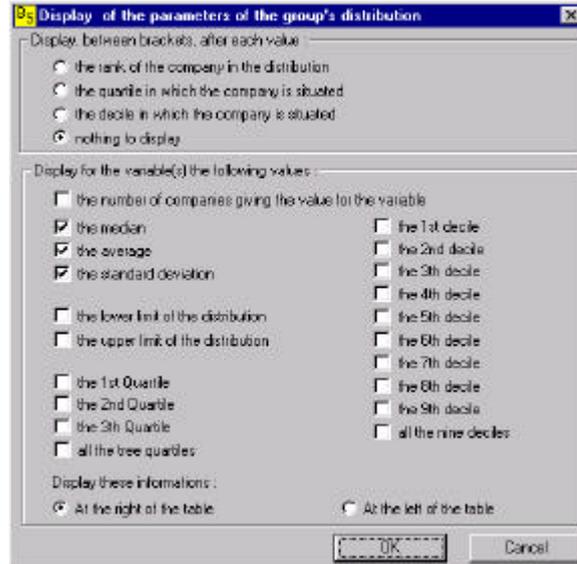


Figure 48

**BankScope - [Peer Report (Type A)]**

File View Options Edit Peer Window Display Help

Search List Report BCR Peer Analysis Statistical Analysis

Comparison of Key Variables with the Median & Average of the Group (37 companies) Peer group: **United**

	Year	Net Loans / Total Assets %	Net Loans / Customer & ST Funding %	Liquid Assets / Total Assets %
<b>Bank Index - Basic Commercial Ratios</b>				
	1995	48.01		57.21
	1996	50.94		76.49
	1997	50.58		74.09
	1998	49.90		70.37
	1999			
MEDIAN	1995	50.18		65.67
	1996	49.03		64.02
	1997	48.66		65.09
	1998	45.54		61.29
	1999	54.50		70.87
AVERAGE	1995	44.76		70.70
	1996	44.81		78.01
	1997	45.13		81.32
	1998	44.88		98.68
	1999	50.90		67.75
STANDARD DEVIATION	1995	17.56		49.26
	1996	18.16		67.69
	1997	16.06		77.82
	1998	15.81		182.54
	1999	7.74		7.44

37 Companies out of 37 of the Peer Group provide information (37 included, 0 excluded)

FITCHIBCA

Figure 49

Variables

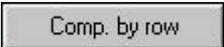
allows you to select a set of variables (financial data or ratios) for which the comparison will be carried out or to create a new set of variables (this is also possible via the “Option” menu - see Chapter 15);

Years

displays a dialog box that enables you to select the *years* for which the analysis will be carried out;

Parameters

This button displays the dialog box in Figure 48. It allows you to choose what parameter (rank, decile, quartile) you wish to display for each variable and what values should be displayed for each variable (median, average, standard deviation, etc).

Comp. by row

This button allows you to toggle the position of rows and columns (the values for the *subject bank* will be displayed in the first horizontal line of the screen instead of being displayed in the far-left column for each year) as shown in Figure 49.

Table

goes back to the table when a graphical illustration is displayed.



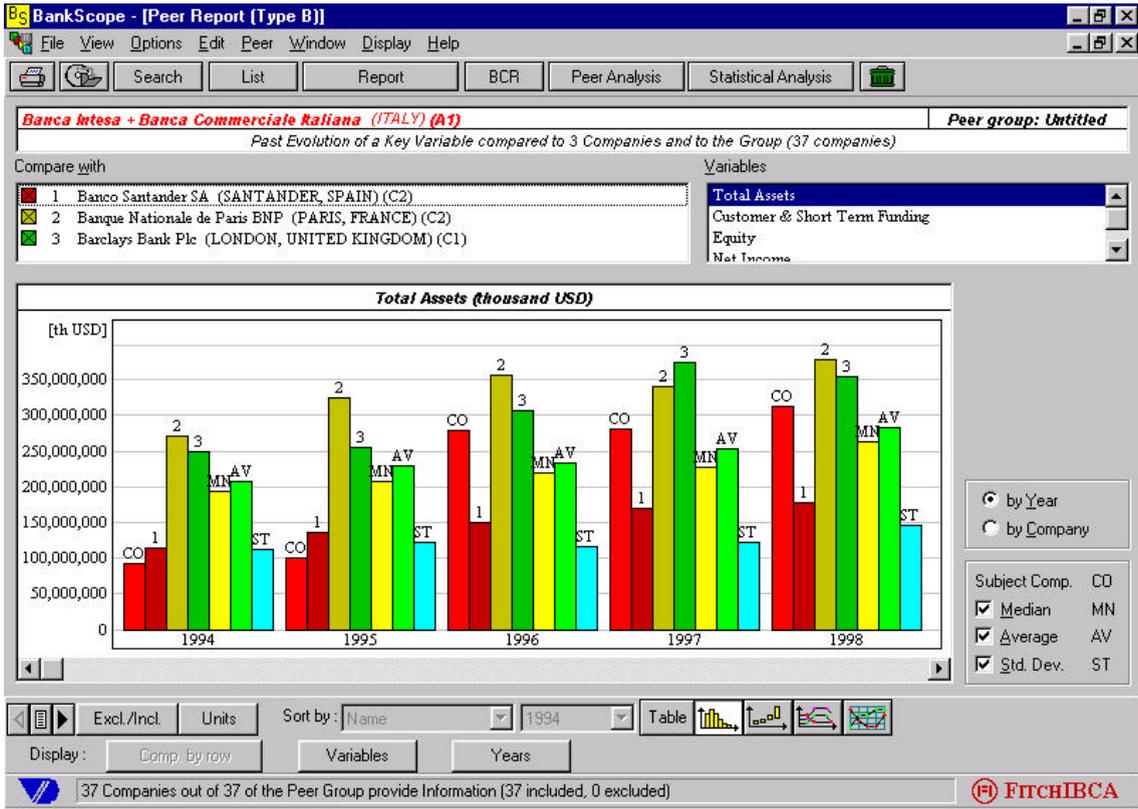


Figure 50

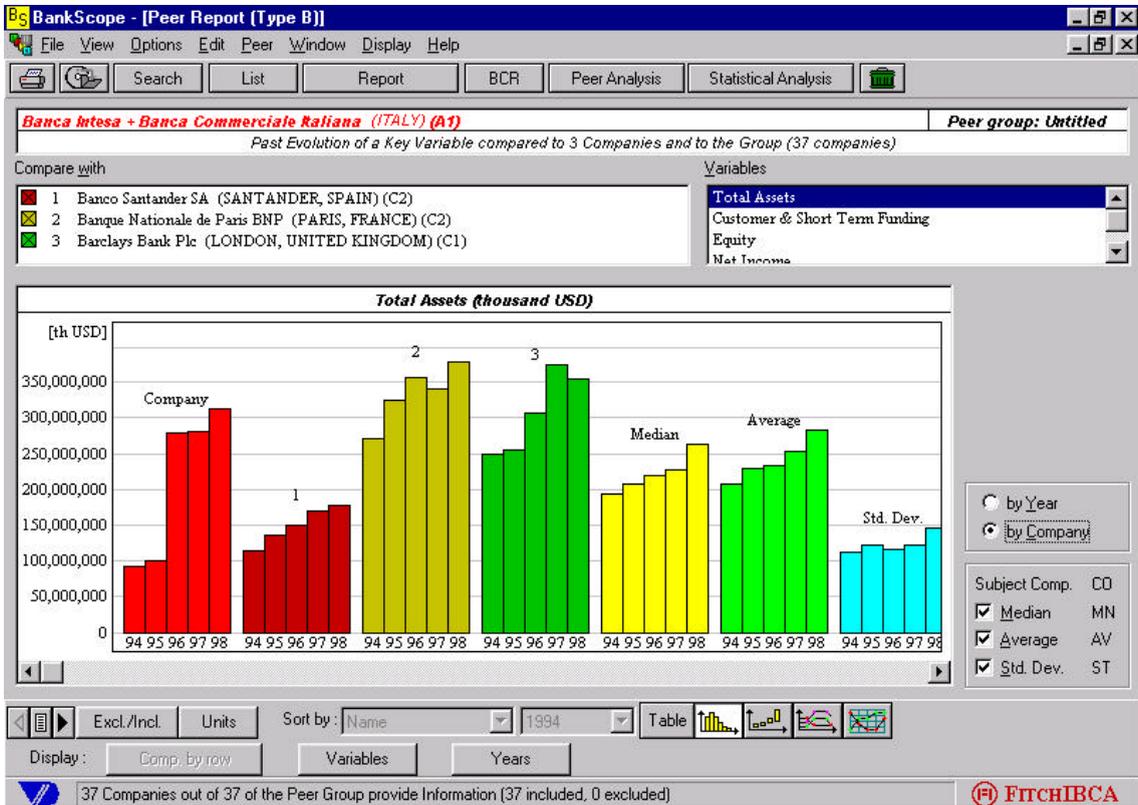


Figure 51

Four graphical illustrations are associated with a comparison table. These can be displayed by clicking on the following icons:



displays a bar chart (Figure 50) which illustrates the evolution of a variable for the subject bank compared to the values taken for this same variable by the comparison banks (case B and C) and by the median of the peer group (case A and B). In this last case, the average and the standard deviation can be added to the graph. The  button which lets you exclude banks from the peer group is always present.

The variable under study can be modified by clicking in the upper-right pane of the window. The set of variables available for the illustration can be modified by clicking on . The  button enables you to change the period illustrated. The  button allows you to specify the currency, the units and the type of exchange rates.

The button  inverts the subject bank and the comparison banks.

The bars relating to the group (median, average and standard deviation) are not displayed if the group includes less than 3 statements.

Note that the radio-button “*by year / by company*” gives you the possibility of showing side by side the data relating to each entity (the subject bank, comparison banks, median, average, standard deviation) rather than those relating to the year (see Figure 51).

In addition, the check boxes *Median*, *Average*, *Std. Dev.* allow you to decide from the graphical illustration whether you wish to view the median, average and standard deviation represented on your chart.

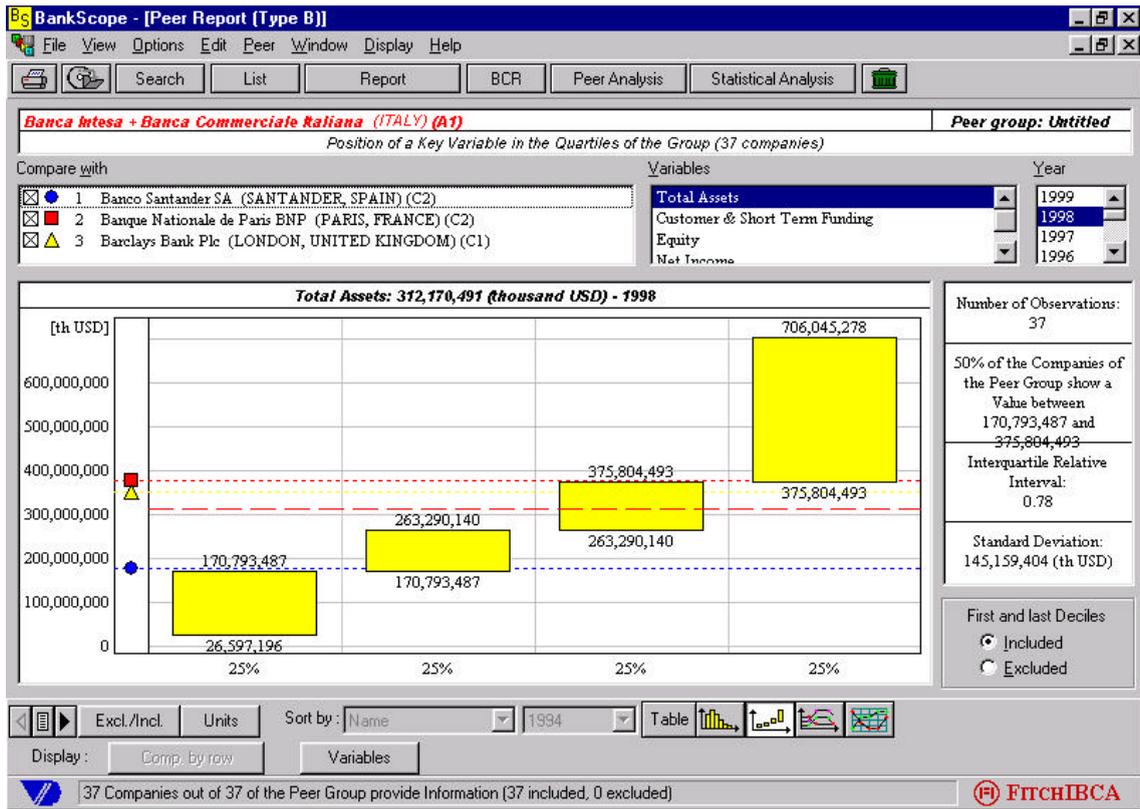


Figure 52

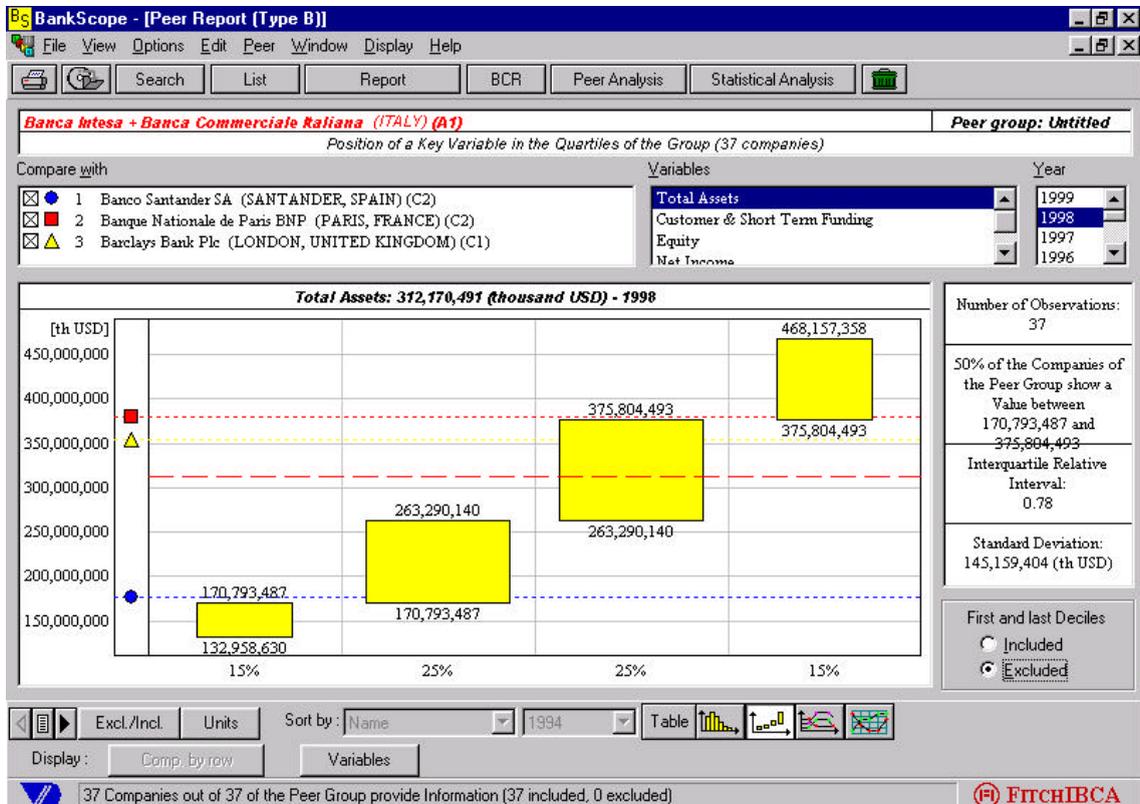


Figure 53



displays a diagram (Figure 52) showing the distribution of one variable within the peer group: blocks present the values of the quartiles as well as the lower and upper limits of the distribution.

The values taken by the variable for the subject bank as well as for the comparison banks are illustrated by the horizontal dotted lines. A check box allows you to delete lines relating to the comparison banks.

The *interquartile relative interval* is the difference, in percentage, between the third and the first quartiles divided by the median.

The buttons , ,  and  have the same functions as in the former graph.

It is interesting to note the following: as a distribution can be strongly influenced by extreme values, it is possible to eliminate these values by excluding the first and last deciles of the graph (by clicking on the “*First and last deciles*” radio-button). In that case, a graph similar to Figure 53 is obtained.

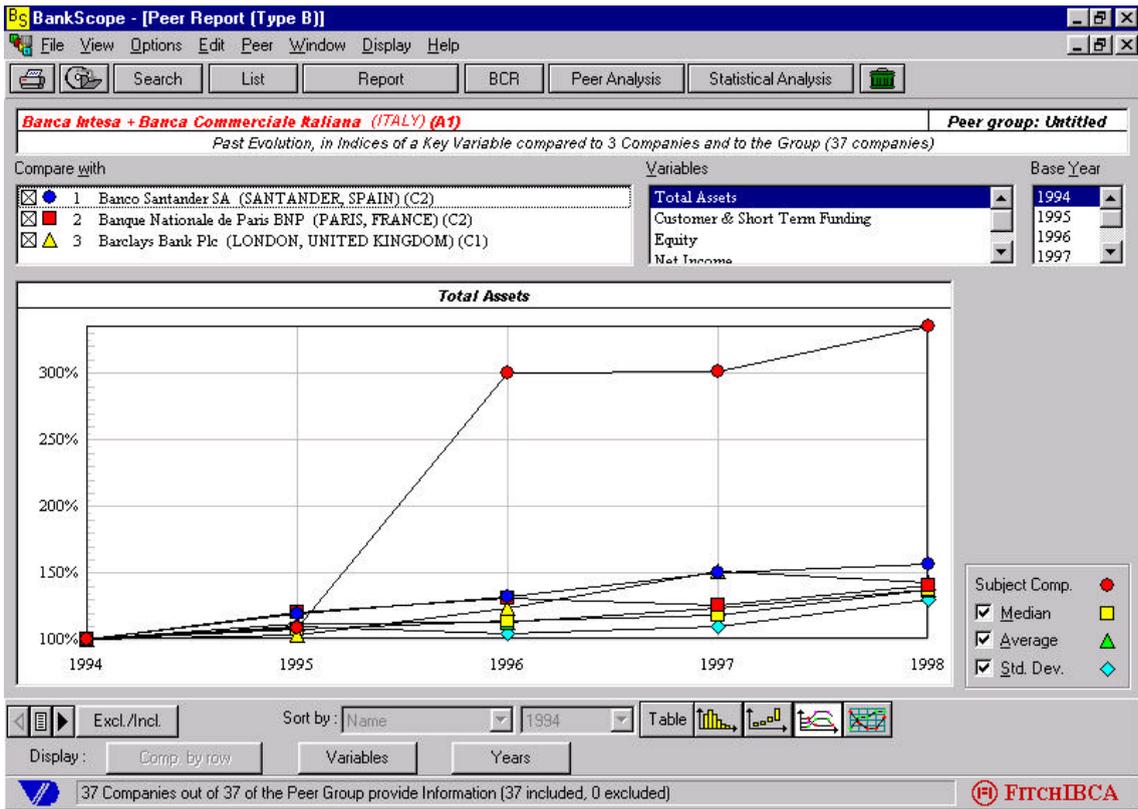


Figure 54

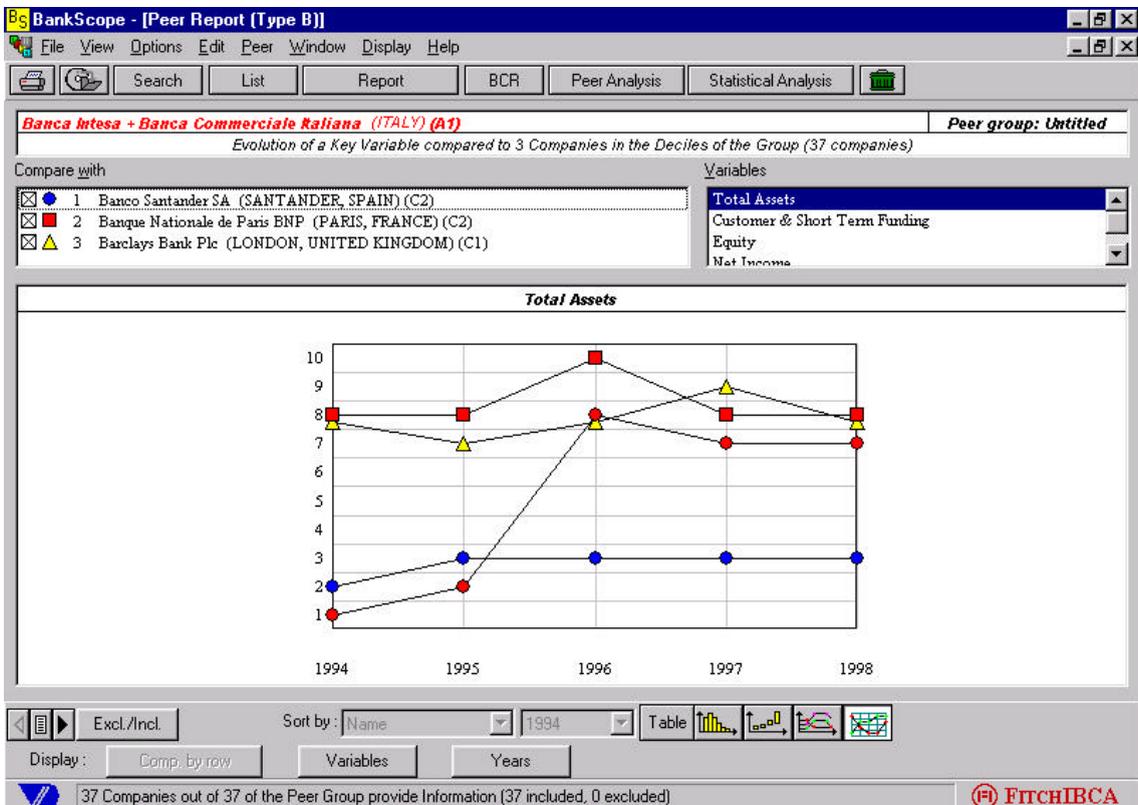


Figure 55



displays a diagram (Figure 54) showing the *evolution in deciles of a variable for the subject bank*, the banks of the peer group as well as for the median, the average and the standard deviation of the peer group.

The year base (for which the value of the variable represents 100%) can be changed by clicking in the upper right window.

NOTE: a line will be displayed only if a value is available for the year base. Consequently, changing the year base can make a line of the graph appear or disappear.



displays a diagram (see Figure 55) showing the *evolution of a variable within the deciles of the Peer group* (for the subject bank or any bank of the peer group).

NOTE: as for the diagram showing the distribution of a variable, it is possible that one or more points relating to the subject bank (or banks of the peer group) appear outside the limits of this diagram. This is the case when the subject bank (or the banks of the peer group) is not part of the peer group.

Only the first of these diagrams is associated with the table relating to a type C analysis because, in that case, there is no peer group.

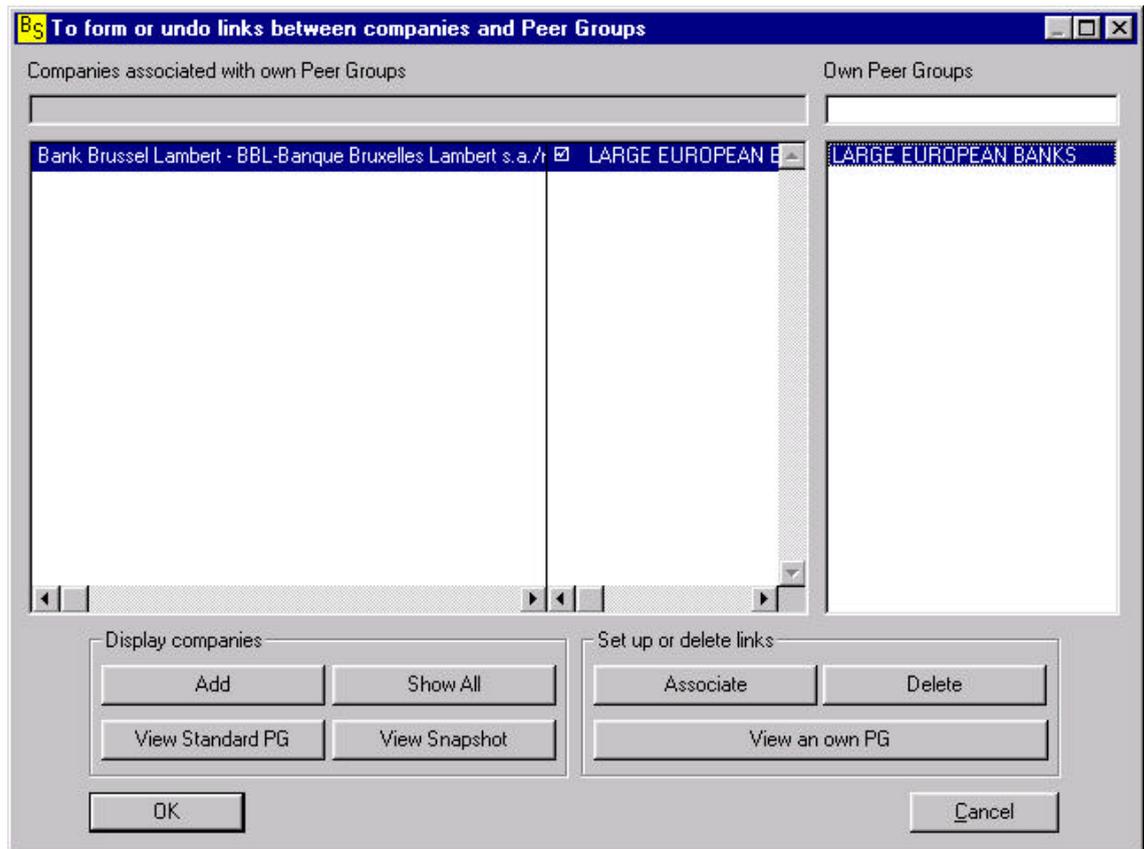


Figure 56

## 9.8. Associating your own Peer Group to a bank

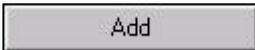
Before being able to compare a bank to an own Peer Group that you would have saved after performing a search (see chapter 14.1.2), you have to associate it to the bank.

To do so, after having saved your own Peer Group<sup>6</sup>, from the list or the report screen, choose File-Associate Companies to existing Peer Groups. The window illustrated in Figure 56 will be displayed.

In the left pane of this window, you will see the list of selected banks and in the right pane, the list of existing own Peer Groups. To associate one selected bank to an own Peer Group, select the bank from the left pane and the Peer Group to which you want to associate it from the right pane. Click on .

You can associate one bank to more than one own Peer Group by repeating this last step. In this case, you may choose a default peer group: check the tick box in the middle column.

To suppress the association between a bank and a Peer Group, select both the bank and the Peer Group and click on the  button.

The  button allows you to choose more banks directly from this window to let you associate them to existing Peer Groups.

You can also change the current own Peer Group from the report screen (please, refer to 4.1).

---

<sup>6</sup> All bank being part of a saved own Peer Group are associated to it by default.





## 10. STATISTICAL ANALYSES

### 10.1. Overview

A *Statistical Analysis* studies a group of banks without emphasising any particular bank of the group.

### 10.2. Typology of the statistical analyses

BankScope offers five different types of statistical analysis:

- aggregation of the group;
- distribution of a variable;
- concentration analysis;
- linear regression;
- group reports.

### 10.3. Accessing the statistical analyses

The statistical analyses can be accessed in three different ways:

- ?? *At the end of a search*: by clicking on . The analysis will be conducted on the group of banks selected at the end of the search;
- ?? *After loading a bank set*: the analysis will be conducted on the banks found in the bank set file;
- ?? *Direct Access*: by clicking on  without having selected banks or loaded any bank set, whenever you select a type of analysis, you will be asked to select the bank set on which you want to carry out your analysis.

When viewing the results, whatever the used statistical analysis, a  button will allow you to exclude one or several banks from the group - exactly as for the peer group analysis.

Note that all tables and graphics described in this Chapter can be copied and pasted into other packages.



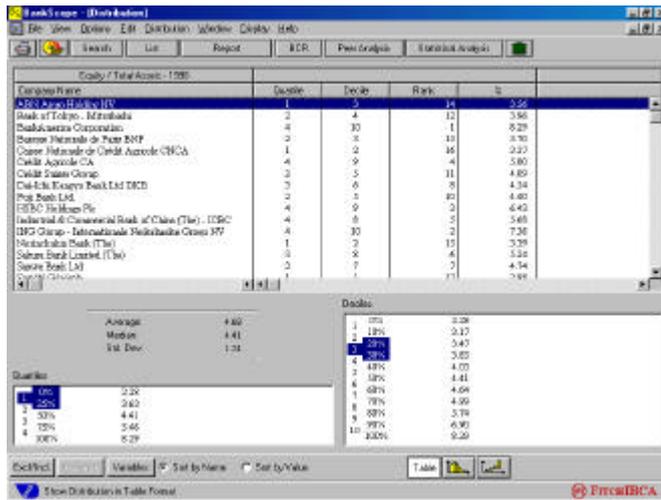


Figure 57

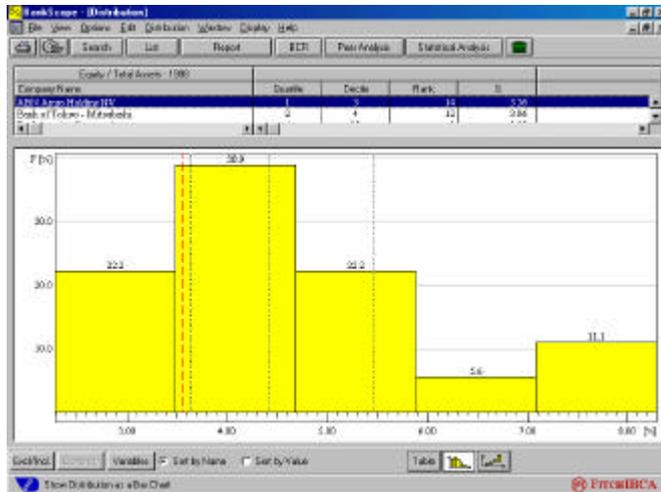


Figure 58

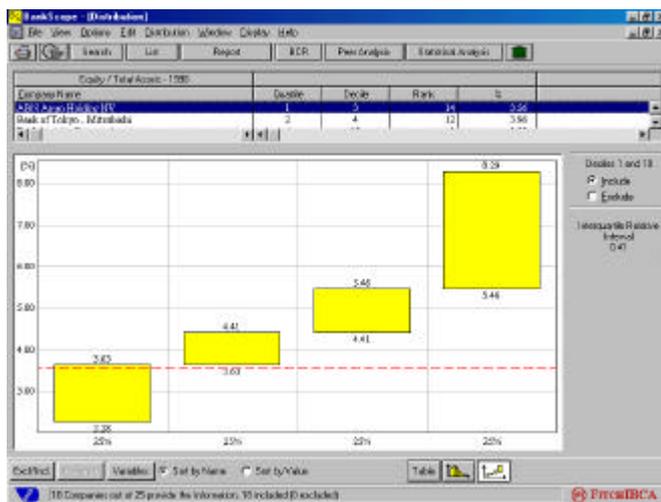


Figure 59

### 10.4. Aggregation of the group

This analysis consists in aggregating the accounts of a group of banks in order to assess their sum total. For example, you may use this analysis to ‘merge’ two banks, or to estimate the size of a country’s banking system.

### 10.5. Distribution of a variable

This module presents the distribution of any variable (financial data or ratio) for the group of selected banks.

A table presents (see Figure 57) the results of the analysis. It shows the values of the quartiles and the deciles of the distribution, as well as the average and the standard deviation. The rank of the bank is given in the list in the upper window (this list can be sorted alphabetically or according to the variable under study).

The distribution is illustrated by two graphics that are displayed when clicking on the following icons:



displays a bar chart representing the distribution in classes and showing the number of banks of each class (Figure 58). The vertical dotted lines correspond to the values of the quartiles; and the red hyphen line corresponds to the bank selected in the upper pane.



displays a diagram (Figure 59) similar to the one described in the section of the peer group comparison (see Chapter 9). The bank highlighted in the list in the upper window is represented by a red dotted line in the diagram [This list can be sorted either alphabetically or according to the descending values of the variable under study].

The first and last deciles can be excluded from the diagram by checking the “Include/Exclude” radio button.

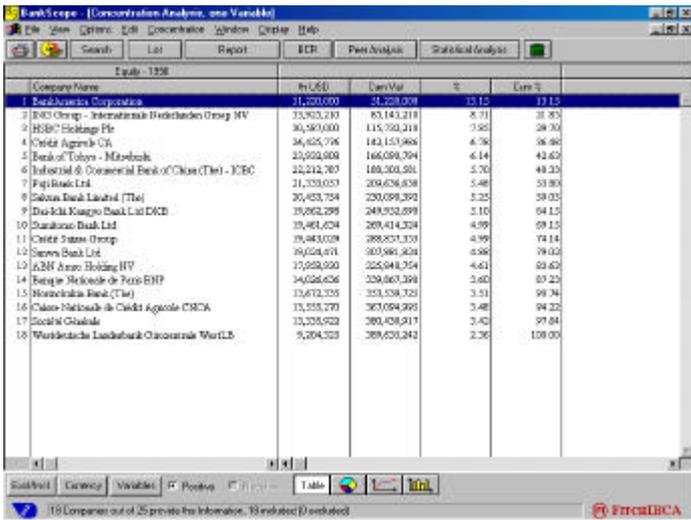


Figure 60

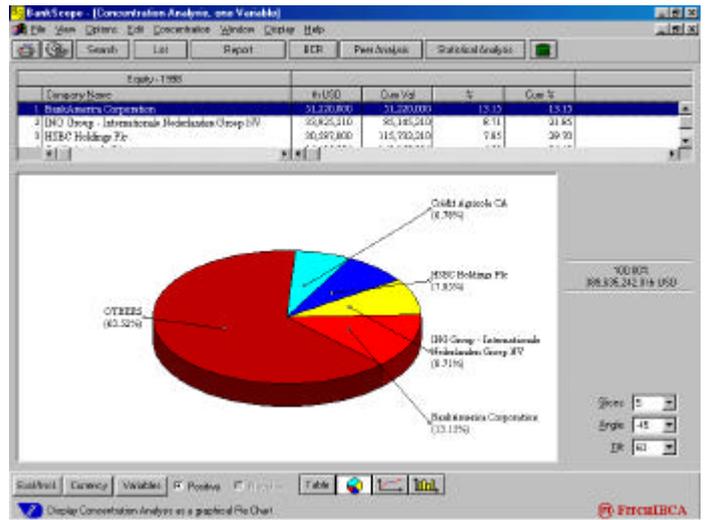


Figure 61

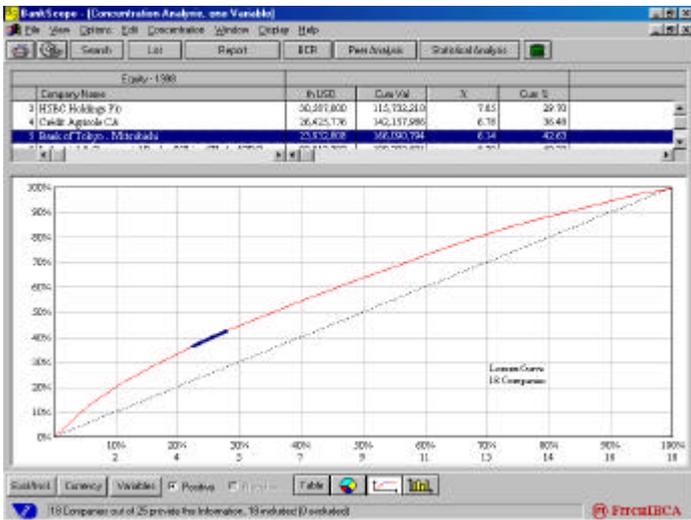


Figure 62

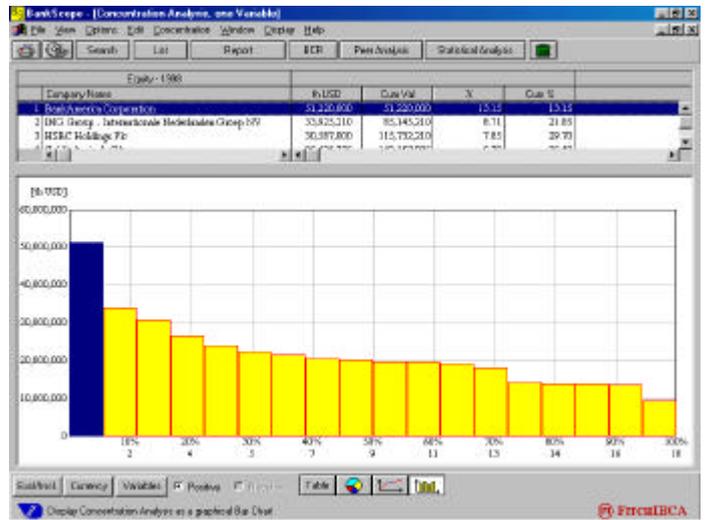


Figure 63

### 10.6. Concentration analysis

This analysis enables you to determine the share of a financial variable or a ratio held by each bank in your group of banks. The table resulting from this analysis is illustrated in Figure 60 where the values for the variable under study are displayed for each bank of the group - sorted by descending order - along with the cumulated values (in value and in percentage). If the variable is negative for some banks of the group, separate tables are created for negative and positive values. Three graphical illustrations are associated with this analysis. They can be accessed by clicking on the following icons:



displays a “*pie-chart*” (Figure 61) illustrating the contribution of each bank to the cumulated value of the variable under study for all selected banks. The drop-down list at the bottom right of the window are used to specify the number of banks presented on the graph (from 2 up to 10), the position of the first represented slice and the viewing angle of the pie;



displays a *Lorenz curve* (Figure 62) which shows the contribution for the cumulated variable of a given percentage of banks of the group. For example, the first 4 banks (20% of a group of 18 banks) represent 35% of the Equity figures for 1998.

The bank highlighted in the top window is shown on the curve by a blue stroke.

The area between the Lorenz curve and the diagonal of the diagram is a measure of the degree of concentration presented within the group for the variable under study.



displays a bar chart (Figure 63) presenting, in descending order, the values taken by the variable for the different banks of the group. A vertical blue line indicates the position of the bank selected in the upper window.

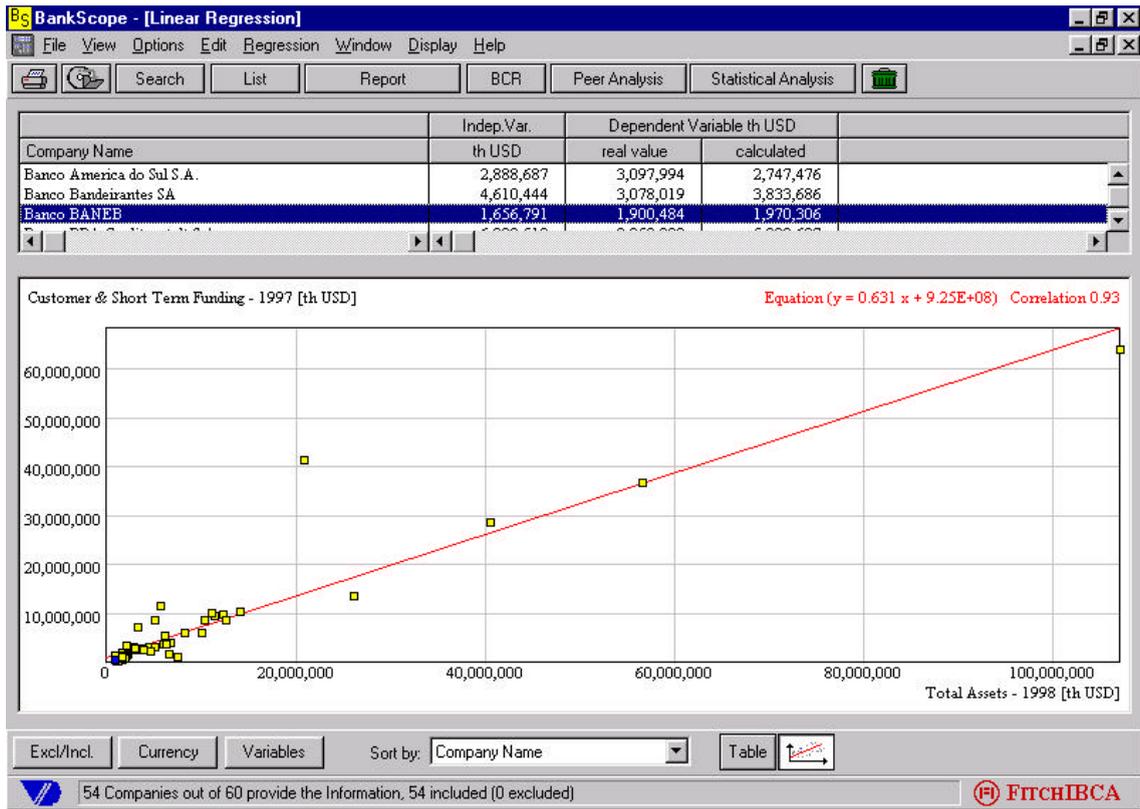


Figure 64

**BankScope - [Group Report, several Variables for several Years]**

File View Options Edit Group Window Display Help

Search List Report BCR Peer Analysis Statistical Analysis

Company		Total Assets th USD	Customer & Short Term Funding th USD	Equity th USD	Net Income th USD
1 ABN Amro Holding NV (C2)	1998	504,121,647 (4)	384,569,096 (4)	17,958,930 (2)	2,203,0...
	1997	414,654,496 (3)	324,671,747 (3)	16,287,484 (3)	2,240,7...
	1996	343,698,630 (2)	271,225,691 (2)	16,678,733 (3)	2,058,9...
2 Bank of America Corporation (C1)	1998	617,679,000 (4)	357,260,000 (4)	45,938,000 (4)	5,165,0...
	1997	264,562,300 (1)	138,193,700 (1)	21,337,000 (4)	3,077,0...
	1996	185,794,000 (1)	106,497,800 (1)	13,709,300 (2)	2,374,6...
3 Bank of Japan, Nippon Ginko (U1)	1998	661,503,111 (4)	68,234,757 (1)	30,230,610 (4)	12,539,1...
	1997	692,640,424 (4)	81,600,303 (1)	16,210,447 (3)	6,019,6...
	1996	503,230,955 (4)	50,430,472 (1)	21,649,335 (4)	9,215,6...
4 Bank of Tokyo - Mitsubishi (C2)	1998	604,666,943 (4)	425,672,335 (4)	23,932,808 (4)	-747,4...
	1997	657,866,768 (4)	477,171,840 (4)	18,828,917 (4)	-4,127,1...
	1996	653,276,098 (4)	492,775,494 (4)	24,677,952 (4)	491,7...
5 Banque Nationale de Paris BNP (C2)	1998	378,989,859 (1)	298,145,938 (2)	14,026,636 (2)	1,364,2...
	1997	339,817,296 (1)	262,660,164 (2)	11,795,308 (2)	1,059,6...
	1996	355,299,353 (2)	277,915,591 (3)	12,156,560 (1)	792,4...
6 Barclays Bank Plc (C1)	1998	353,295,625 (1)	264,932,624 (2)	13,631,675 (1)	2,295,7...
	1997	374,463,757 (2)	281,816,528 (2)	13,069,939 (2)	1,941,5...
	1996	306,184,097 (1)	239,121,797 (2)	12,882,686 (2)	2,862,8...
7 Barclays plc (C1)	1998	353,295,625 (1)	264,932,624 (2)	13,631,675 (1)	2,295,7...
	1997	374,463,757 (2)	281,816,528 (2)	13,069,939 (2)	1,941,5...
	1996	306,184,097 (1)	238,586,929 (2)	12,882,686 (2)	2,862,8...
8 Bayerische Hypo-und Vereinsbank (IAS) (C2)	1998	521,335,897 (4)	323,824,657 (3)	15,846,549 (2)	2,321,6...
	1997	453,908,843 (4)	283,406,653 (2)	12,361,531 (2)	978,7...
	1996				
9 Caisse Nationale de Crdit Agricole CNCA (C1)	1998	402,372,641 (2)	329,357,595 (3)	13,555,270 (1)	919,3...
	1997	373,273,612 (2)	305,942,744 (3)	10,765,928 (1)	981,3...
	1996	425,199,669 (3)	346,820,511 (3)	10,859,552 (1)	723,9...
10 Chase Manhattan Corporation (The) (C1)	1998	365,875,000 (1)	212,437,000 (1)	23,838,000 (4)	3,832,0...

Excl./Incl. Currency Variables Format Years Position Sort by: Name Table

29 Companies out of 30 provide the Information, 29 included (0 excluded) **FITCHIBCA**

Start 14:43

Figure 65

## 10.7. Linear Regression

This module calculates the linear regression between two variables which can be specified among a set of financial data and ratios by a dialog box, for any year available.

A table shows the values observed for the independent variable, observed and calculated for the dependent variable as well as the correlation coefficient.

A diagram (Figure 64) illustrates the regression. The bank highlighted in the list at the top of the screen [which can be sorted either alphabetically or in descending order according to the value of the dependent or the independent variable] is represented by a blue point in the diagram. Conversely, by clicking on any point of the illustration, the corresponding bank will be highlighted in the list at the top of the screen.

### Remarks:

a) It must be emphasised that this illustration is a mapping of two variables on a diagram rather than a regression diagram *stricto sensu*. Indeed, experience shows that there are few cases where correlation coefficients are significant...

b) As the scales on the axes are modified according to the values taken by the variables, you can improve the representation by excluding banks for which the variables - dependent or independent - take extreme values...

## 10.8. Group Reports

BankScope's group reports produce tables in which the banks are listed in the rows and variables or years in the columns :

- one variable for several years;
- several variables for one year;
- several variables for several years.

A report of the third type is illustrated in Figure 65. Besides the standard buttons

,  ,  and  , you will find two other buttons:

- the  button allows you to include in the table any information from the Header section, including the rankings and the ratings;





- the  button allows you to display between brackets the *position* of each bank in the deciles (or the quartiles) of the group for any selected variable. The ranks can also be displayed. You can also select in which column of the report the position has to be displayed.

- the *sort* drop-down menu allows you to present the banks in *alphabetical order* or in *descending order* according to the selected variable (for any year available);

The  button enables you to select a pre-defined set of variables or to create a new one. The  button enables you to select the currency, the units and the type of used exchange rates (official or own rates).



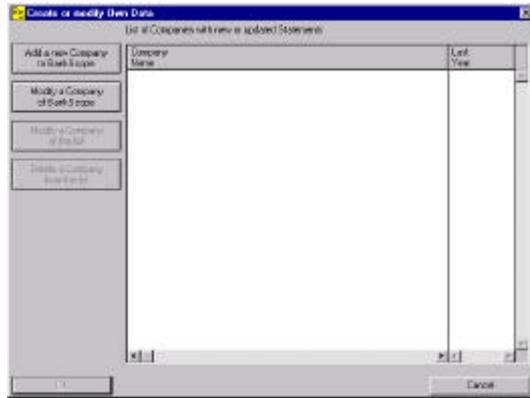


Figure 66

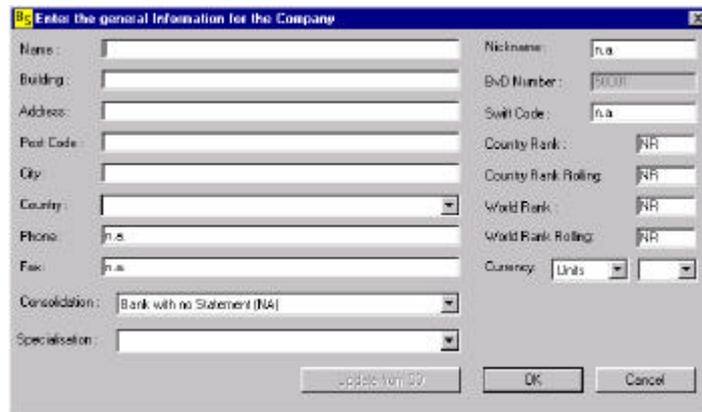


Figure 67

BankScope - [Report]

File View Options Edit Report Window Display Help

Search List Report BCR Print Preview Statistical Analysis

**Imagine Bank**

RAW DATA

**BALANCE SHEET**

	Unqualified 12/31/1999	Unqualified 12/31/1998
<b>ASSETS</b>		
5 Cash in hands, balances with central banks and post office banks	7,000.0	5,000.0
10 Treasury bills eligible for refinancing with central banks	10,000.0	15,000.0
15 Loans and advances to credit insts: DEMAND (Total amount)	12,000.0	20,000.0
20 Loans and advances to credit insts: affiliated enterprises		n.a.
25 Loans and advances to credit insts: other enterprises	n.a.	n.a.
29 Loans and advn credit insts: agreed maturity total (if no split given)	n.a.	n.a.
30 Loans and advn credit insts: T monetary	n.a.	n.a.
2825 Total Assets	n.a.	40,000.0
2850 Total Liabilities & Equity	n.a.	n.a.
2155 Net Income	n.a.	n.a.

Bank: 1 of 1 Imagine Bank

Save Edit End

FRONTIERCA

Figure 68

## 11. INPUTTING AND MODIFYING DATA

### 11.1. Introduction

This module will allow you to add your own information in BankScope if necessary. It can be accessed by the “Own data” option of the “File” menu. A dialog box illustrated in Figure 66 presents:

- on the right, the list of banks that have been *added* or *modified*;
- on the left, the following four buttons:

Add a new Company  
to BankScope

enables you to add a new bank to BankScope;

Modify a Company  
of BankScope

allows you to modify the data supplied on BankScope or to add one or several years of data;

Modify a company  
of the list

same function but for one of the user input banks listed (click first on the line desired in the list);

Remove a company  
from the list

delete, after clicking on the desired line, a bank from the list.

If you add a bank or input data for an existing bank, your work is saved in the user directory. You will not affect the content of the CD itself.

### 11.2. Adding a new bank to BankScope

Clicking on  displays the dialog box in Figure 67 that allows you to specify the identifiers of the new bank.

When this is completed, click . You must then specify in the corresponding dialog boxes:

- the *format of entry* (e.g. *Global Format*, *Spreadsheet Format* or *Raw data format*);
- the *years* for which you want to input the accounts, as well as the *closing dates*.





Afterwards, all the lines of accounts for which you have to do the input are displayed (Figure 68). Use the arrow keys ? ? ?? to move in that screen. Note that Total Assets, Total Liabilities and Net Income are always calculated and displayed in the three sub-total lines at the bottom of the screen.

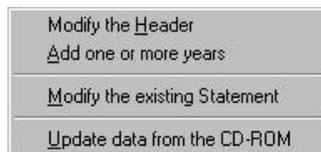
The  button allows you to save your work at any time.

When the input is completed and saved, you are ready to use your report, as well as the associated illustrations.

The  button takes you back to the main screen.

### 11.3. Modifying and updating an existing BankScope bank

When you click on , the *Name index* appears for selecting the bank or banks to which you want to add one or several years of accounts or for which you want to modify the existing data. At the bottom of the report of the first bank displayed, there are three buttons ,  and . The first two have the same function as described in section 11.2. Adding a new bank to BankScope. The  button enables you to select one of the four following options:



*Modify the header*

clicking on this button displays the same screen as described in section 11.2 but where the header of BankScope is presented by default. You can type the modifications by clicking on the desired fields.

*Add one or more years*

displays a window displaying the existing years. You have the possibility to modify the periods, closing year, qualification of an existing year or to add one or several years by clicking the *Add* button.

*Modify the existing statement*

displays the accounts in the active window where you can click on any item after choosing what format entry you desire.





*Update data from the CD-rom* when you choose this option, a dialog box asks you what years you wish to update. Select the years and click ok. The figures will be taken back from the the CD you are using. This is useful if you wish to replace your input by the data from the CD-ROM once the data has been input by FITCHRATINGS.

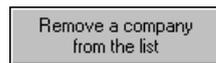
When a report is displayed, you are able to directly access this procedure by clicking on the “Owndata” option from the “File” menu.[The menu of Figure 66 will not be displayed]

#### **11.4. Modifying a bank of the list**

The procedure is the same as in section 11.3 except that the bank is selected from the list from Figure 66 and not from the *Name index*.

#### **11.5. Removing a bank from the list**

Just click on the bank you want to delete and then click on the button.





## **12. BANKSCOPE PRESENTATION SOFTWARE**

Any report produced within BankScope may be printed, downloaded or transferred into the following formats: Excel, Lotus, ASCII (delimited) and Multiplan (see Chapter 14).

However, BankScope also offers four additional functions to enable further customizing or mass downloading of data :

- ?the “ADD-IN” for Excel;
- ?the "ADD-IN" for Access;
- ?the “BANK CREDIT REPORT”;
- ?the Scoring Wizard For Access;

### **12.1. Bureau van Dijk Add-In For Excel**

The purpose of this Add-In is to allow users to freely design tables containing bank data in Microsoft Excel. All features in Excel can be used to perform tailor-made calculations and create sophisticated templates. Note that once the template is created, it can be applied to other banks: selecting another bank will update all the information on the Excel sheet. A typical example is the credit scoring models. Group Reports presenting several banks in the same workbook can also be easily created.

It must be stressed that the creation of such templates implies a good knowledge of EXCEL and its macro instructions. Most users won't be able to construct such models on their own. The analysts of Bureau van Dijk will be happy to assist BankScope users in designing such templates. Note that a minimum of 2 hours (up to a day according to the level of complexity) is required to build such models.



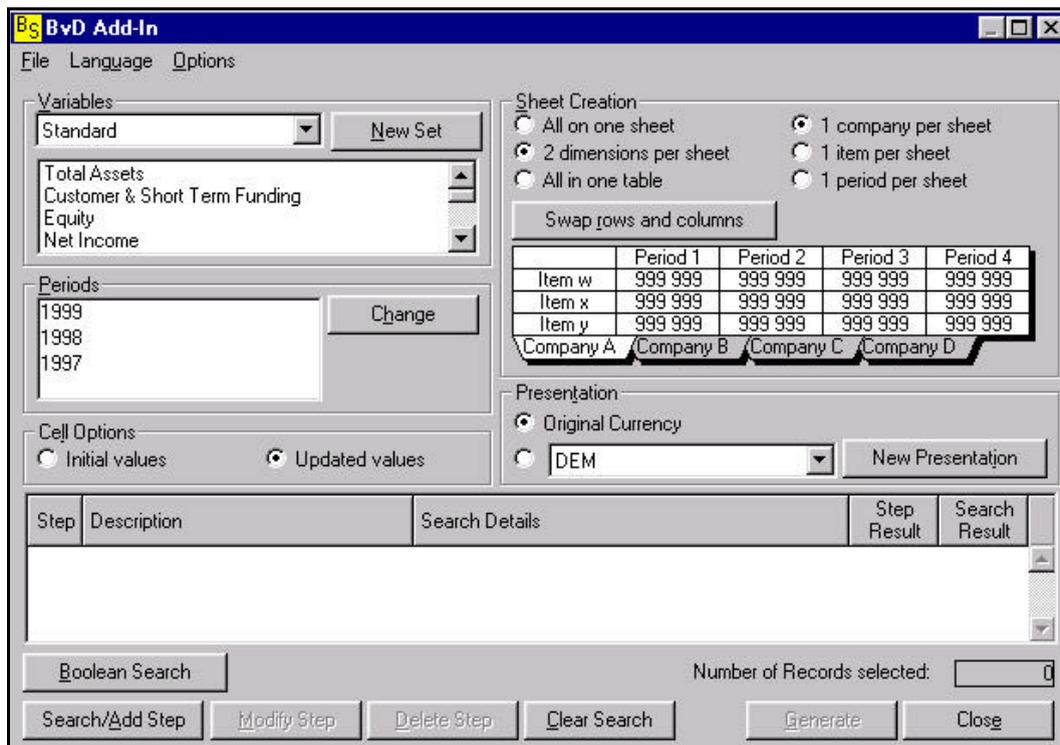
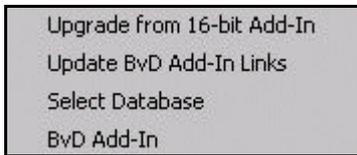


Figure 69

### 12.1.1. INSTALLING THE ADD-IN FOR EXCEL

Start Excel, choose *File-Open* and select **bvdaddin.xla**<sup>7</sup> in the SCOPE32 folder. Click the OPEN button. If a message asking you whether you want to enable macros or not appears, choose "Enable Macros". The following commands are now available from the Tools menu:



If you open the add-in using this method, it will no longer be available after you close Excel. If you want it to be available during every Excel session, choose the Excel *Tools-Add-ins* command. Click the Browse button and select **bvdaddin.xla** in the SCOPE32 folder. A *Bureau van Dijk 32-bit Add-in* tick box appears in the list: as long as it is checked, the BvD Add-in will be available from your tools menu every time you start Excel.

### 12.1.2. USING THE ADD-IN FEATURE

In a new Excel workbook, choose *Tools-BvD Add-in*. The dialog box in Figure 69 appears.

It allows you to specify what data will be imported and how it will be imported.

*Variables:* choose the variables you want to import from the list. The *New Set* button allows you to select other variables: the set will be saved automatically.

*Periods:* by clicking the *Change* button, you will have the possibility to select the years (fixed, relative, interim) to be displayed on the spreadsheet.

*Cell options:* If you tick the *Updated values* radio button, the spreadsheet will be automatically updated whenever you open. Indeed, in this case, every cell contains a formula with the following structure:

---

<sup>7</sup> This file needs to be installed during the setup procedure of BankScope (see Chapter 18)

	1998	1997	1996
2025 Total Assets	132,497,100	126,120,000	102,899,100
2030 Customer & Short Term Funding	115,400,700	111,354,500	91,122,000
2055 Equity	8,340,600	7,459,300	5,014,300
2115 Net Income	1,289,200	1,084,900	751,900
4001 Loan Loss Reserve / Gross Loans	3.22 %	3.33 %	3.48 %
4008 Total Capital Ratio	11.23 %	12.45 %	12.94 %
4009 Equity / Total Assets	6.30 %	5.92 %	5.86 %
4016 Capital Funds / Liabilities	6.18 %	7.89 %	7.92 %
4018 Net Interest Margin	3.02 %	3.28 %	2.95 %
4024 Return on Average Assets (ROAA)	1.00 %	0.95 %	0.80 %
4025 Return on Average Equity (ROAE)	16.32 %	16.10 %	14.09 %
4029 Cost to Income Ratio	62.06 %	61.38 %	61.45 %
4032 Net Loans / Total Assets	45.86 %	40.68 %	39.43 %
4033 Net Loans / Customer & ST Funding	52.65 %	46.29 %	44.44 %
4035 Liquid Assets / Cost & ST Funding	41.07 %	47.54 %	49.24 %

Figure 70

	1998	1997	1996
2025 Total Assets	384,924,900	132,487,100	321,459,900
2030 Customer & Short Term Funding	281,525,100	126,120,000	269,695,200
2055 Equity	220,740,500	102,899,100	415,910,400
2115 Net Income			339,336,962
4001 Loan Loss Reserve / Gross Loans			
4008 Total Capital Ratio			
4009 Equity / Total Assets			
4016 Capital Funds / Liabilities			
4018 Net Interest Margin			
4024 Return on Average Assets (ROAA)			
4025 Return on Average Equity (ROAE)			
4029 Cost to Income Ratio			
4032 Net Loans / Total Assets			
4033 Net Loans / Customer & ST Funding			
4035 Liquid Assets / Cost & ST Funding			

Figure 71

	1998	1997	1996
2025 Total Assets	145,384,300	324,826,000	383,533,600
2030 Customer & Short Term Funding	103,197,900	255,536,000	279,507,600
2055 Equity	10,626,700	12,032,000	11,430,600
2115 Net Income	1,047,000	1,189,300	1,028,600
4001 Loan Loss Reserve / Gross Loans	1.07 %	4.40 %	4.32 %
4008 Total Capital Ratio	#N/A	10.88 %	16.73 %
4009 Equity / Total Assets	7.26 %	3.70 %	2.99 %
4016 Capital Funds / Liabilities	#N/A	8.66 %	5.34 %
4018 Net Interest Margin	0.33 %	1.33 %	1.29 %
4024 Return on Average Assets (ROAA)	0.69 %	0.37 %	0.27 %
4025 Return on Average Equity (ROAE)	10.29 %	10.26 %	8.10 %
4029 Cost to Income Ratio	59.92 %	69.02 %	74.03 %
4032 Net Loans / Total Assets	5.58 %	45.77 %	37.68 %
4033 Net Loans / Customer & ST Funding	7.91 %	58.18 %	51.70 %
4035 Liquid Assets / Cost & ST Funding	49.08 %	25.29 %	27.32 %

Figure 72

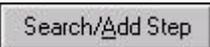
**=BvD.GetCdData32 ("BANKSCOPE",Index Number,Currency,Unit,Year,Line Number)**

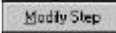
where every parameter, except the first which is the name of the database, refers to a cell on the sheet in absolute reference, for example, the formula in cell D10 from Figure 70.

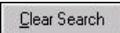
**=BvD.GetCdData32("BANKSCOPE",,\$A\$4,\$A\$1,\$A\$2,D\$5,\$B10)**

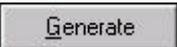
*Sheet creation:* depending on the radio button you tick (*all on one sheet:* the resulting sheet will extend vertically, *2 dimensions per sheet:* you will have several sheets as a result, *all in one table:* the resulting table will extend horizontally), the layout of the resulting sheet will change. You can preview the result just below the radio buttons. Additional options may be specified thanks to the other three radio buttons to the right.

*Presentation:* allows you to define the units and the currency of the figures to be displayed on your sheet.

 Search/Add Step

click this button to select the banks you want to display on your spreadsheet according to the same search criteria as in BankScope. Proceed as if you were working in BankScope. After you have defined several search criteria, you can use the  button at the bottom of the screen to edit the selected search step or click the  step button to delete it.

Use  to delete all search steps.

 Generate

click this button to import the data in Excel according to your choices.

#### NOTES:

??The *File* menu offers you the possibility to save your search strategy (*Save the search strategy*) or to make use of an already saved one (*Load a search strategy*), whether it was saved from Excel or from BankScope. The search strategies are files with a ".srh" extension which are located in your user folder.

??The *Language* menu allows you to select another language for the menus and buttons in this *BvD add-in window*.

??The *Options* menu offers you several additional commands, among which the possibility to specify the exchange rate as well as the access to updated financial data directly via the internet by clicking the *Access Mode* option.





### 12.1.3. THE EXCEL ADD-IN FORMULA STRUCTURE

As any other Excel formula, the ADD-IN formula is recalculated whenever the file is opened or if any of its parameters changes.

The ADD-IN formula structure is the following:

**=BvD.GetCdData32 ("BANKSCOPE",Index Number,Currency,Unit,Year,Line Number)**

Let's examine the parameters of this formula in details:

- DISK**                      the name given to the CD-ROM : BANKSCOPE.
- INDEX NUMBER**      the Index Number of the Bank (For example 10028 for Banque Bruxelles Lambert -Consolidated).
- CURRENCY**            the ISO code (USD, DEM etc...) of the currency in which the data will be displayed. If the reference cell just contains an apostrophe, it means that the original currency of the statement will be displayed.
- UNIT**                     the settings of the units used. The following values can be used:
- 1      Original unit of the statement
  - 3       Thousands
  - 6       Millions
  - 9       Billions
- YEAR**                    the year which corresponds to the data displayed.

For fixed Years, use :

<u>Year-End Data:</u>	<u>Interim Data:</u>
"1998"	"1998/Q4"
"1997"	"1998/Q3"
"1996"	"1998/Q2"
"1995"	"1998/Q1"
...	...

For relative years, use :

<u>Year-End Data</u>	<u>Interim Data</u>
"LY"	"LQ"
"LY-1"	"LQ-1"
"LY-2"	"LQ-2"





**LINE NUMBER** the line number of the data to be displayed. (For example 2025 will display the Total Assets of the Bank). Any line from the *Global Summary, Global Detailed, Spreadsheet or Raw Data* formats can be accessed.

This parameter may also be used for displaying data on shareholders, subsidiaries and Standard Peer Groups (see hereafter).

Example:

The following formula:

`=BvD.GetCdData32 ("BANKSCOPE","10028","USD","9","1998","2000")`

would display line 2000 (which is the line number of *Total Loans*) in billions USD of the Bank 'Banque Bruxelles Lambert' for 1998.



**BvD Add-In**

Step	Description	Search Details	Step Result	Search Result
1	Large Banks		4,237	4,237
2	Country	FRANCE	1,264	310
3	2115 NET INCOME (mil USD)	[Last Available Year] [ Consolidated Statements, if not available Unconsolidated] [Min 1,000,00]	84	4
4	Country	ITALY	914	0

Boolean Search: 1 And 3 And 4 Or 1 And 2 And 4      Perform      2

Search/Add Step    Search Step    Search Strategy      OK      Cancel

#### 12.1.3.1. SELECTING A BANK WITH THE ADD-IN FORMULA

It is possible to select a bank and enter its index number directly in the current cell. This is done by typing **CTRL-E**. The BankScope bank name index is displayed. When the statement is identified and selected, click on OK .

The index number of the statement selected will be downloaded into the current cell. If the add-in formulas of the sheet make reference to this cell, all calculated cells will be automatically changed.

#### 12.1.3.2. SELECTING A GROUP OF BANKS WITH THE ADD-IN FORMULA

Instead of selecting only one bank, you can select a group of banks from Excel. To do so, press the shortcut key **CTRL-M**. A dialog box displays, allowing you to select new search criteria or to edit old ones. Proceed as you would in BankScope to modify the search and click OK.

The index numbers corresponding to each bank matching your search criteria will be inserted in the cells.

If the add-in formulas of the sheet make reference to those cells, all calculated cells will be automatically updated.

**NOTE:** If you click the Search/Add Step button and choose *Saved file*, you will have the possibility to load a set of banks that you will have saved beforehand with a .bvd extension (see above).





12.1.3.3. RETRIEVING SHAREHOLDER AND SUBSIDIARY DATA WITH THE ADD-IN FORMULA

In addition to financial data, shareholder and subsidiary data can also be accessed via the Add-In. To do so, the Add-in formula needs to be adapted as follows:

**=BvD.GetCdData32 ("BANKSCOPE",Index Number,Currency,Unit,Indices,Line Number)**

The following numbers will replace the **Line Number** parameter according to the type of information you wish to display. Do not forget the minus sign.

<u>Shareholder's Data</u>	<u>Line Number</u>	<u>Subsidiary Data</u>	<u>Line Number</u>
Shareholder's Name	-501	Subsidiary Bank Name	-511
Shareholder's Country	-502	Subsidiary Country	-512
Shareholder's Direct Percentage	-503	Subsidiary Total Percentage	-513
Shareholder's Total Percentage	-504	Subsidiary Source	-514
Shareholder's Source	-505	Subsidiary Date	-515
Shareholder's Date	-506	Subsidiary Total Assets	-516
Shareholder's Total Assets	-507		

The **Indices** (e.g. 0 for the first shareholder, 1 for the second etc...) replace the YEAR code parameter.

Example :

The following formula displays the name of the first shareholder of BBL:

**=BvD.GetCdData32 ("BANKSCOPE", "10028", "BEF", "9", "0", "501")**

Note that the Unit code and the Currency code are not relevant here since the information is textual.

12.1.3.4. ACCESSING STANDARD PEER GROUPS AND CURRENT OWN PEER GROUPS WITH THE ADD-IN FORMULA

*Standard Peer Groups* can be used in the Add-in function. The *Line Number* parameter (which is the last parameter in the formula) has to be adapted as follows to access this data:

The first digits, before the hyphen, correspond to the line number of a financial item





?? A hyphen

?? The characters following the hyphen depend on the information you wish to display with reference to the peer group. Please, refer to the table below (it has to be typed in capital letters):

Variable to display	Code	Example
Number of banks in the group	PN	2025-PN
Minimum	PI	2025-PI
Decile 1	PD1	2025-PD1
Decile 2	PD2	2025-PD2
Quartile 1	PQ1	2025-PQ1
Decile 3	PD3	2025-PD3
Decile 4	PD4	2025-PD4
Median	PM	2025-PM
Decile 6	PD6	2025-PD6
Decile 7	PD7	2025-PD7
Quartile 3	PQ3	2025-PQ3
Decile 8	PD8	2025-PD8
Decile 9	PD9	2025-PD9
Maximum	PX	2025-PX
Mean	PA	2025-PA
StdDev	PS	2025-PS
Position Quartile	PQ	2025-PQ
Position Decile	PD	2025-PD

#### Important Note :

In the case where an Own Peer Group has been assigned to the bank displayed, the own peer group will be displayed instead of the standard peer group.

#### Example:

The following formula displays the median of the Peer Group of BBL for Total Assets in 1998 expressed in billions of BEF :

```
=BvD.GetCdData32 ("BANKSCOPE", "10028", "BEF", "9", "1998", "2025-PM")
```



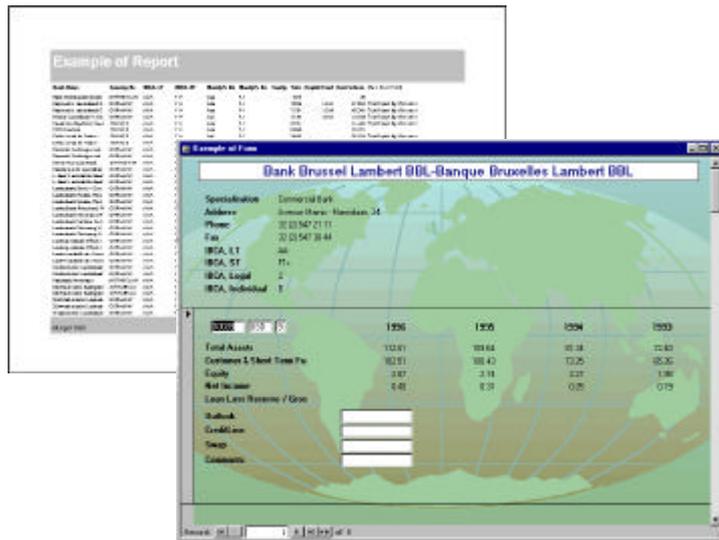


Figure 73



Figure 74

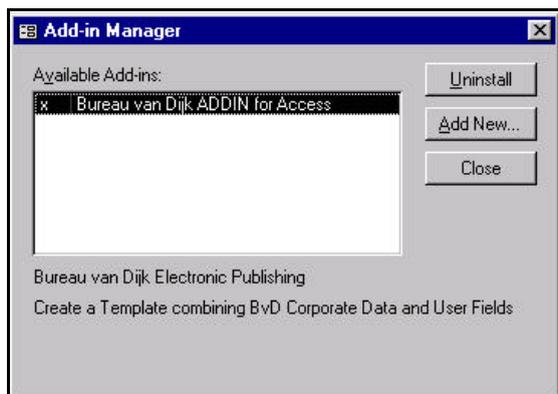


Figure 75

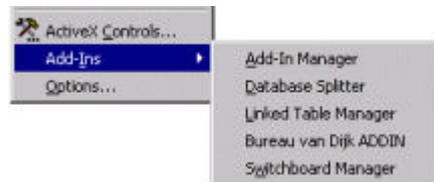


Figure 76

## 12.2. Bureau van Dijk Add-In For Access

The purpose of this Add-In is to easily create forms combining BankScope data with user input and/or internal Access databases. This Add-in uses a wizard approach which consists of several steps requiring the user's input. When completed, the specified form will be created automatically.

Once the form is designed, additional information can be typed in. Not only text, but also figures, hyperlinks and even files : all information referring to the bank under study can be directly stored in your Access Database.

As explained farther in this Chapter, this add-in creates a live link between Microsoft Access and the CD-ROM : whenever a company is displayed in a form, all its financials will be extracted directly from the CD-ROM. Except for the identification numbers of the companies, no other BankScope information is stored in Access.

### 12.2.1. INSTALLING THE ADD-IN FOR ACCESS

1. Start Access and click on 'File' then on 'New' to create a new database.
2. From the database container, choose 'Tools' - 'Add-In'. Select the option 'Add-In Manager'. The dialog box shown in Figure 74 will be displayed.
3. Click  and open the File 'BvDADDIN.MDA' located in the folder where the software has been installed (example :C:\SCOPE32\ for BankScope). When this is done, close the Add-in Manager window (see Figure 75).
4. Click on 'Tools' and 'Add-Ins'. The sub menu will now show a 'Bureau van Dijk ADD-IN' item (see Figure 76).

**NOTE:** The Bureau van Dijk Add-In will be available the next time you open this Access Database. Whenever you want to create a new database template, you will have to launch the Add-in again (see Creating an Access Form combining Corporate Data and User Data).



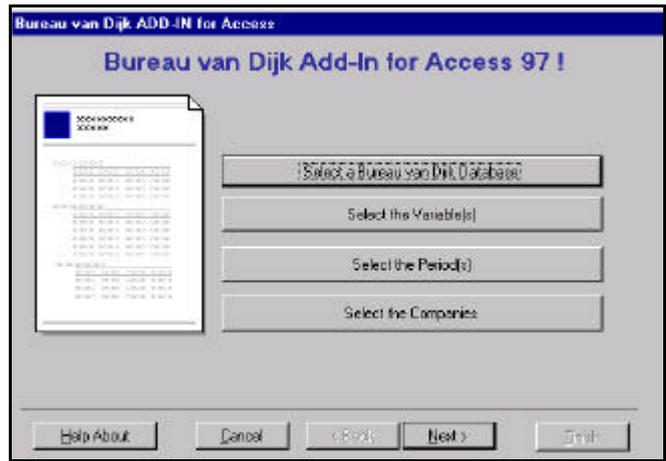


Figure 77

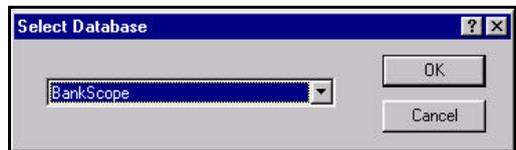


Figure 78

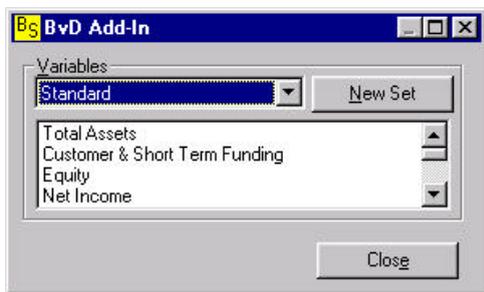


Figure 79

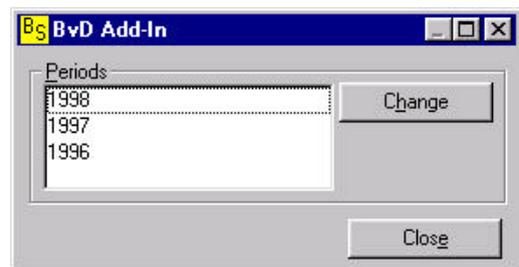


Figure 80



Figure 81

*12.2.2. CREATING AN ACCESS FORM COMBINING CORPORATE DATA AND USER DATA*

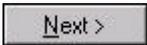
1. Once the Add-in is installed, choose Tools-Add-Ins-Bureau van Dijk Add-In. The dialog box in Figure 77 will be displayed.
2. Click 'Select a Bureau van Dijk Database'. The dialog box displayed in Figure 78 pops up. All BvD CD-ROMs installed on your machine will be available in the drop-down menu. Select "BankScope" and click 'OK'.

Click the 'Select the variable(s)' button. The dialog box illustrated in

3. Figure 79 will appear, allowing you to select the items you want to display in your Access Database. Use the drop-down to select a previously saved set of variables or click 'New Set' to create a new set then click 'Close'.

Click 'Select the Period(s)'. The Periods to be displayed in Access will be shown. If you want to modify these, click the 'Change' button and then 'Close' (see Figure 80).

4. Click 'Select the companies' to choose the banks that you want to include in your database. This displays the BvD Add-in screen that allows you to select banks from the BankScope database as if you were using the BankScope search programme (see Figure 81).

5. Click .



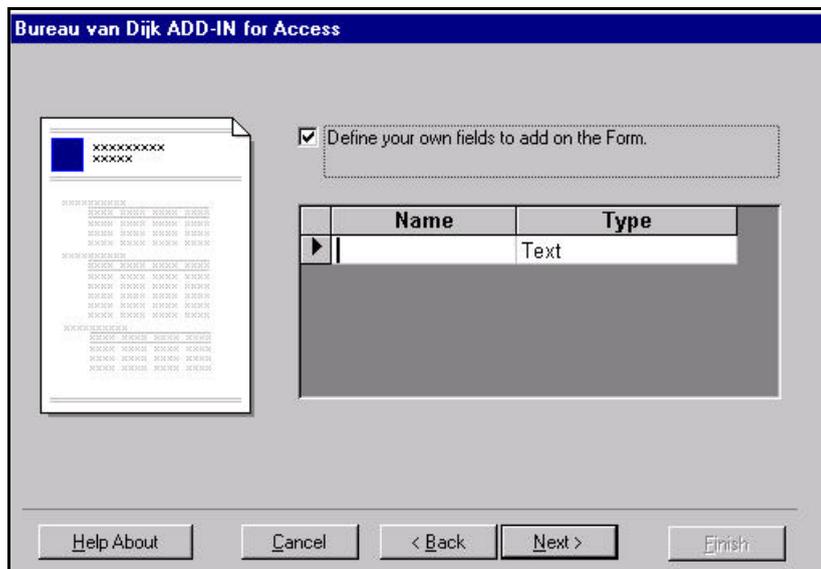


Figure 82

6. In the appearing screen, check the 'define your own fields to add on the form' tick box to display the table (see Figure 82) in which you will have to type the name and the type of the fields you want to add to your database.

The following type of fields are available from the type drop-down.

?? **Text**

The text typed in by the user can include up to 255 characters.

?? **Memo**

These fields can include a lot of text and are ideal for typing in comments.

?? **Currency**

Only values can be typed in in these fields. These figures will be displayed using the currency settings of your system.

?? **OLE**

These fields allow you to link or insert OLE Documents. This means that you can store in your database all documents related to the corporation under study, whatever CD-ROM they come from

?? **HyperLinks**

You can type WebSite addresses in these fields. Clicking on them will open your Browser at the webpage specified in the field.

NOTE: The Add-In will add one table to you database called "BankScopeIds". Note that the properties of the fields created can be changed manually at a later stage. Please refer to the Access User's Manual for further explanations.

If you want to introduce user fields that may vary from year to year, you can choose among the following field types from the type drop-down list:

?? **'Text - Yearly'**

?? **'Number- Yearly'**

?? **'Currency - Yearly'**

?? **'Date - Yearly'**.

Once all user-defined fields have been specified, click .



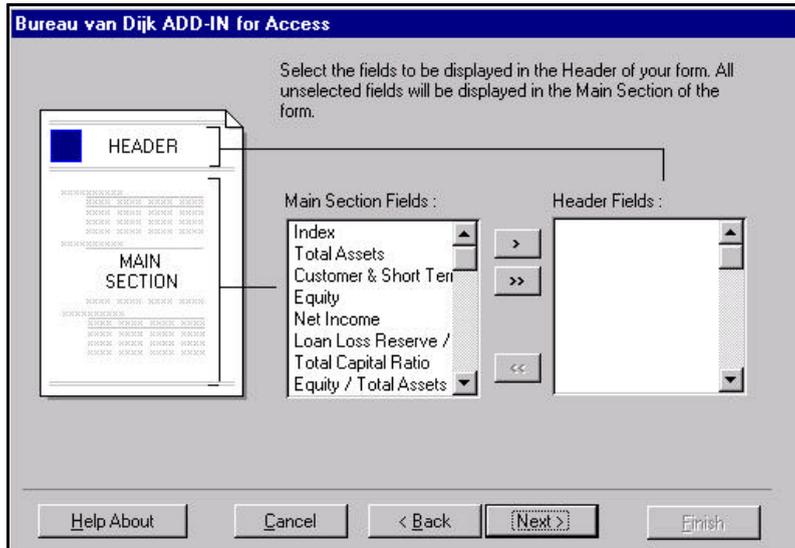


Figure 83

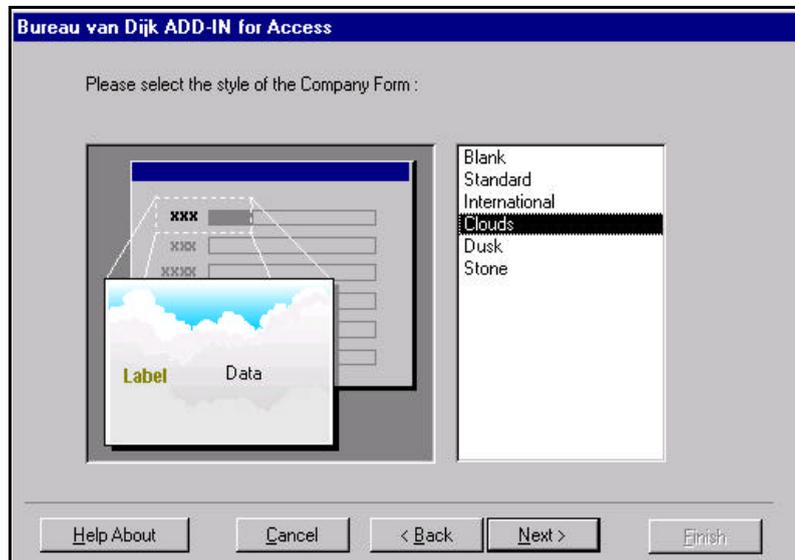
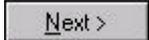
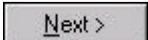


Figure 84

7. Specify the items (selected from the CD-ROM or created by the user) which have to be displayed in the header of the form. Just highlight the fields and click  or click  to select all the items (or  to deselect all of them). They will be moved to the 'Header fields' box (see Figure 83). Click .
8. Select the 'Style' in which your form will be built and click .
9. Give a name to your form and click 'Include a Bureau van Dijk Toolbar' if you want the Add-In to create a toolbar with the following buttons :



allows you to select the banks to be displayed on the form according to available search criteria (By name, by geographic region, by financials..) after the form has been created;



allows the user to print and to preview the form for the displayed Companies ;



allows the user to edit the form and change its design (location, font, size, colour etc ... of the objects).

10. Click 'Finish' to generate the form.

**NOTE:** The Add-In will automatically add two objects to your database:

- ?? A table containing the index numbers called *BankScopeIds*.
- ?? A query displaying the variables selected for the banks and the periods named *BankScopeData*.

The screenshot shows a financial statement window titled "Caisse des Dépôts et Consignations". The window contains a table with columns for currency codes (EUR, USD, DEM) and various financial categories. Callout boxes provide instructions for different parts of the interface:

- Click to select companies:** Points to the "Sélectionner" button in the top toolbar.
- Print Preview:** Points to the printer icon in the top toolbar.
- Allows you to change the design of the form:** Points to the "Form" icon in the top toolbar.
- ISO CURRENCY code (e.g. USD, DEM...): you can type another code to update the form:** Points to the dropdown menu in the top toolbar.
- Unit code:**
  - 1 Original unit of the statement
  - 3 Thousands
  - 6 Millions
  - 9 Billions
- Click to display the other selected banks:** Points to the "Banks" icon in the top toolbar.
- Data typed in fields designed by the user will automatically be saved in the table:** Points to a data entry field at the bottom of the table.

	EUR	USD	DEM
2001	43.55	196.40	46.15
2002	39.88	125.73	30.33
2003	3.89	5.97	1.36
2004	3.58	11.34	6.19
2005	3.54	0.19	0.42
2006	4.79	4.37	7.20
2007	0.42	0.25	0.16
2008	0.23	0.23	0.30
2009	4.58	3.42	5.75
2010	29.44	47.33	74.13
2011	31.38	22.65	15.62
2012	34.20	27.20	20.94
2013	28.89	25.72	20.97

Figure 85

### *12.2.3. EXAMPLE OF FORM CREATED WITH THE ADD-IN*

An example of form generated with the Add-In is illustrated in Figure 85. The toolbar will automatically appear along with the form. When a form created with Add-In is edited, all the textboxes displaying data coming from the CD-ROM contain a formula which is recalculated by Access whenever one of the parameters in the formula changes.

### *12.2.4. THE ACCESS ADD-IN FORMULA STRUCTURE*

The Add-in formula in Access has the same structure as the Add-in formula in Excel, except, of course, that all the parameters refer to the controls on the form and not to cells on a worksheet. Please refer to “*Section 12.1.3 The Excel Add-In Formula*” for more details on this subject.



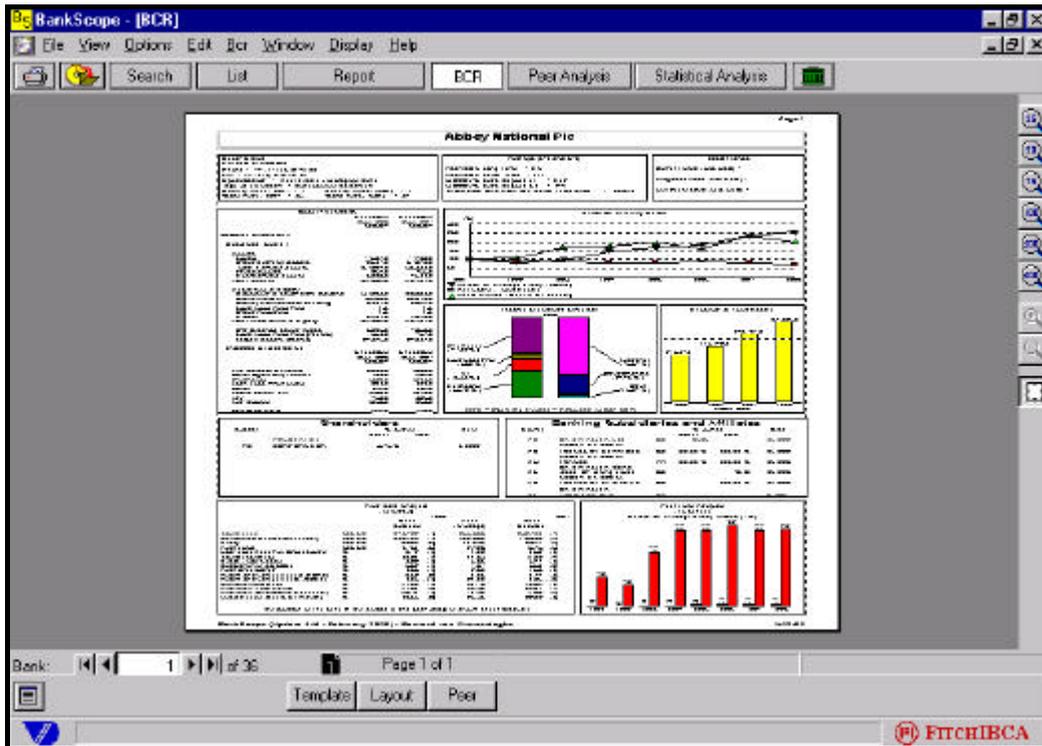


Figure 86

### 12.3. The “Bank Credit Report Presentation” Software

The Bank Credit Report, available as an optional subscription, allows you to create an instant custom credit sheet for any bank in BankScope.

#### 12.3.1. DISPLAYING THE DEFAULT BANK CREDIT REPORT

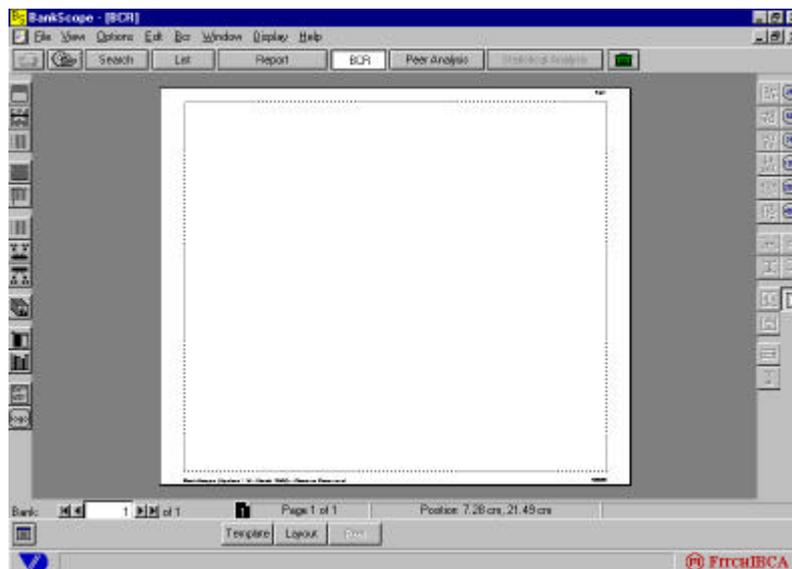
After selecting a bank or a group of banks, click the  button at the top of the screen. The bank will then appear in a default template, as shown in Figure 86.

#### 12.3.2. LOADING ANOTHER TEMPLATE

You can load different types of templates. To do so, click  and choose *Load Another Template*. Select the desired template and click ‘OK’. By default, you have the choice between two pre-defined templates: Standard I and Standard II. If other templates have been created and saved in the user folder, they will also appear in this category. If they were saved in another one, choose the option ‘*Others (not in the user dir.)*’ and browse for “.bcr” files.

#### 12.3.3. CREATING A NEW TEMPLATE

You can create as many templates as you wish by clicking  and choosing *Make a New Template*. A blank sheet will be displayed next to the 13 icons which can be used to create the objects and to position them anywhere on the page.





### 12.3.3.1. POSITIONING AN OBJECT

First click the icon representing the desired object and then click the sheet where the object has to be located. The object will have a default size, which can be modified later.

	Bank Name
	Identifiers
	Used Peer Group
	Bank ratings
	Yearly statement
	Reuters news
	Shareholders
	Banking Subsidiaries
	Graphical illustrations
	Peer Report
	Peer Report illustration
	Free Text
	Own Logo



Figure 87



Figure 88

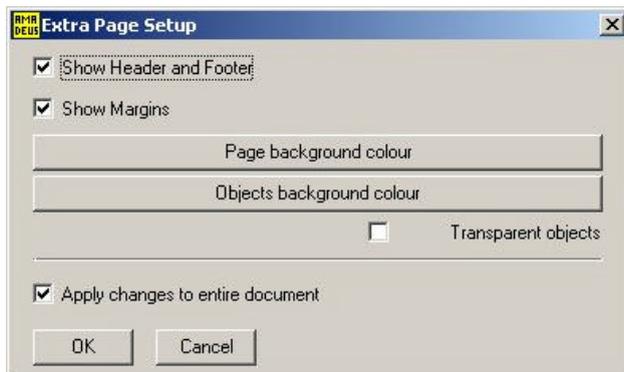


Figure 89

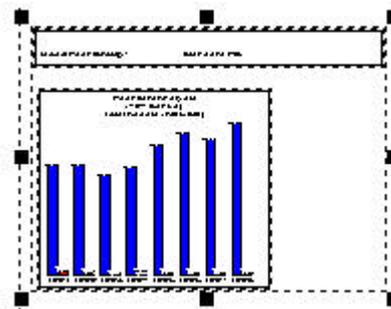


Figure 90

#### 12.3.3.2. SELECTING, MOVING AND SIZING OBJECTS

Click on the object or its border. A border with handles (anchors) will appear around the object to indicate its selection as shown in Figure 87. You can move the object by holding the left button pressed and moving the mouse on the sheet. Slide the handles to size the object free-hand or use the “Size” option from the BCR-Layout menu. If you select the Size option, a dialog box pops up so that you can specify the horizontal and vertical lines.

#### 12.3.3.3. EDITING THE CONTENT AND THE LAYOUT OF AN OBJECT

First select the object you want to edit as described above. To modify this object (format, colour, variables displayed, years displayed etc...), click the *right-mouse button*. A context menu will appear showing all options specific to this object.

For example, a right-click on the “*Yearly Statement*” object will display the menu illustrated in Figure 88. If the option “*Stat. Item Selection*” is chosen, it is then possible to select the lines to be displayed.

#### 12.3.3.4. ALIGNING, SPACING AND RESIZING SEVERAL OBJECTS

You can select more than one object by pressing the *Shift key* of your keyboard and clicking all the objects. A dotted border with handles will appear around the objects to indicate that they are selected (see Figure 90).

Drag the handles to resize the objects or select *Layout-Size* from the *BCR* menu. If you select the Size menu, a dialog box pops up to let you specify the horizontal and vertical sizes. You can drag the object on the sheet by holding down the left button.

#### 12.3.3.5. CHANGING THE COLOUR OF OBJECTS

You can define a background colour for all the objects in the BCR. To do so, right-click on the object and choose *Background Colour*. To edit the background colour of the page, choose the *Options-Extra Page Setup* from the BCR menu (see Figure 89). In this case, if you tick the *Apply changes to entire document* checkbox, the new colours will become the default colours for all new templates.



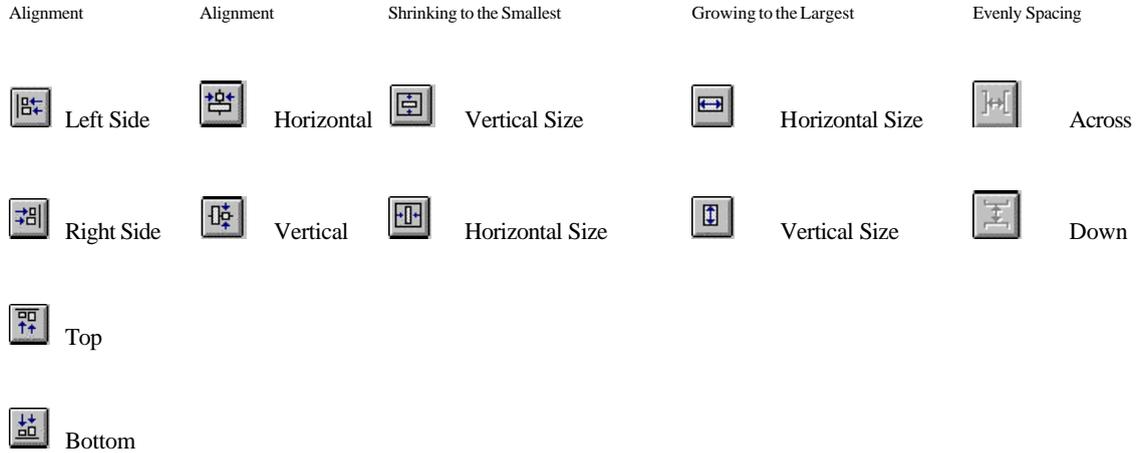


Further to resizing several objects at a time, you can also use the icons to the right of your screen to modify the alignment, the size and the spacing among several objects. Find below a brief description of their functions:

---

ICONS FOR ALIGNING, SIZING AND SPACING OBJECTS

---



#### 12.3.4. SAVING A NEW TEMPLATE

When you have finished designing your new template, click  and choose *Save as*. This displays a window in which you can type a name for your new template. The file will be saved in your user folder with a ".bcr" extension.

#### 12.3.5. EDITING AN EXISTING TEMPLATE

To modify a template, display it on the screen. Click  and choose *Edit the displayed template*. The 13 icons described above will be displayed on the screen. These will allow you to place on the sheet any information available in BankScope. When you have finished editing the template, click  and choose *Save the template*.

NOTE: the Standard I and Standard II templates may not be modified.





### 12.3.6. SETTING A TEMPLATE AS DEFAULT

Once you have designed and saved a template, click  and choose *Specify a current template*: the template you select will be displayed whenever you open a BCR window.

NOTE: You can switch to another template at any time by clicking  and choosing *Load another template*.

### 12.3.7. MODIFYING THE LAYOUT OF THE TEMPLATE

You can change the general layout of the BCR by clicking  and choosing one of the proposed layouts.

### 12.3.8. PEER GROUP REPORT AND ILLUSTRATION

If you have used Peer objects in your template, the  button becomes available and offers the following options:

- |                                |   |
|--------------------------------|---|
| <i>Currency</i>                | allows you to display the Peer Report and the Peer Illustration in the currency of your choice ;            |
| <i>Variables</i>               | allows you to select the variables which will be available in any Peer Report or Peer Illustration Report ; |
| <i>The Standard Peer Group</i> | displays the values of the Standard Peer Group for the selected variables;                                  |
| <i>Your current Peer Group</i> | displays the values of your Current Own Peer Group for the selected variables;                              |
| <i>Another Peer Group</i>      | allows you to select any Peer Group made up of a previously saved set of banks (*.SET).                     |

### 12.3.9. EXPORTING THE BCR

Thanks to the *File-export* command, you will have the possibility to export the BCR in RTF Format. This format can be read by the most popular word processing packages (Microsoft Word, WordPerfect etc...)

For more details on the subject, please refer to Chapter 14.



Microsoft Access - [ByD Scoring Template]

File Edit View Insert Format Records Tools Window Help

New Selection Show Countries Table

### Bank Brussel Lambert BBL-Banque Bruxelles Lambert BBL

Index Number :	10028	1997	1996	1995
<b>1. QUANTITATIVE VARIABLES :</b> 40 %				
25 %	Equity / Total Assets	2	2	2
50 %	Return on Average Equity (ROAE)	8	9	8
25 %	Cost to Income Ratio	6	6	6
Quantitative Score :		6	6.5	6
<b>2. QUALITATIVE VARIABLES :</b> 30 %				
50 %	Quality of Management	10	9	8
50 %	Market Diversification	10	9	10
Qualitative Score :		10	9	9
<b>3. COUNTRY VARIABLES :</b> 30 % (BELGIUM)				
100 %	Country Score	8	8	8
Country Score :		8	8	8
<b>4. FINAL SCORE :</b>				
		7.8	7.7	7.5

Records: 34 of 1

Figure 91

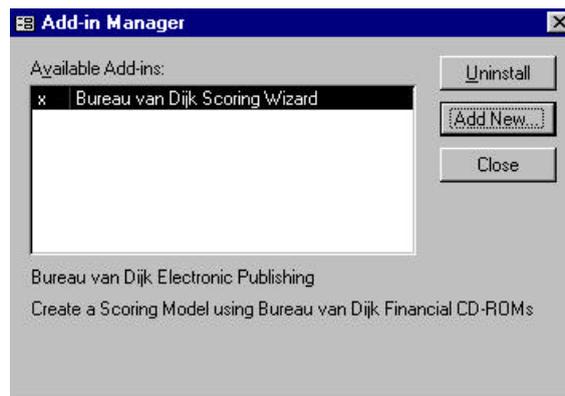


Figure 92

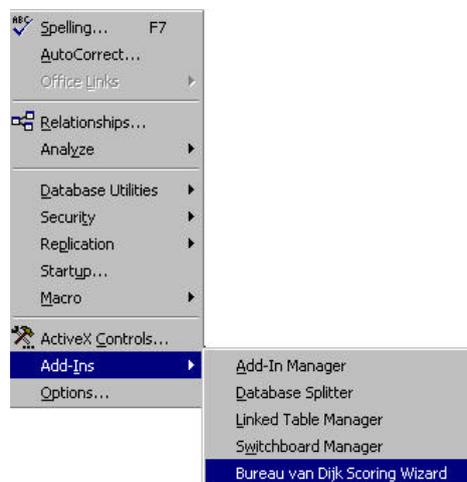


Figure 93

## 12.4. Bureau van Dijk Scoring Wizard For Access

The purpose of this wizard is to allow users to design in a few seconds a scoring model calculating a *Final Score* based on three type of scores :

A *Quantitative Score* based on an evaluation of selected financials coming from BankScope. The way the financials have to be evaluated will be specified by the user during the wizard process. The score of all financial variables will be weighted to compute a *Quantitative Score*.

A *Qualitative Score* based on variables defined by the user. The scores will be assigned by the user and weighted to compute a *Qualitative Score*.

A *Country Score* also based on variables specified by the user. The scores will be assigned by country and those scores will be weighted to compute a *Country Score*.

The *Final Score* is calculated by weightings the *Quantitative*, *Qualitative* and *Country Scores*.

When the wizard is completed, the specified scoring model will be created automatically (see Figure 91): it will then be possible to apply it to any statement of BankScope.

### 12.4.1. CREATING A SCORING MODEL WITH THE WIZARD

1. Start Access and click on 'File' then on 'New' to create a new database.
2. From the database container, choose 'Tools' - 'Add-In'. Select the option 'Add-In Manager'.
3. Click  and open the File '**BvDScore.MDA**' located in the folder where the software has been installed (example :C:\SCOPE32\ for BankScope). When this is done, close the Add-in Manager window (see Figure 92).
4. Click on 'Tools' and 'Add-Ins'. The sub menu will now show a 'Bureau van Dijk Scoring Wizard' item (see Figure 93).

**NOTE:** The Bureau van Dijk scoring wizard add-in will be available the next time you open this Access Database.



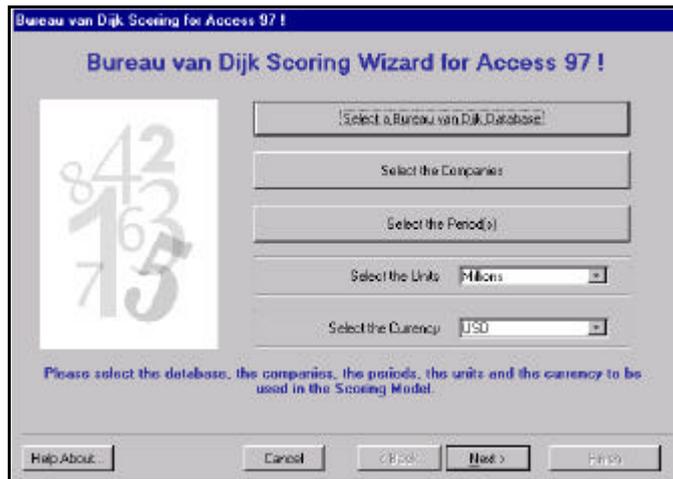


Figure 94

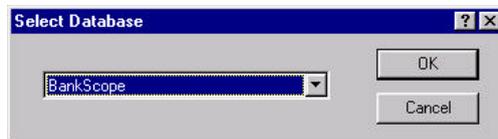


Figure 95

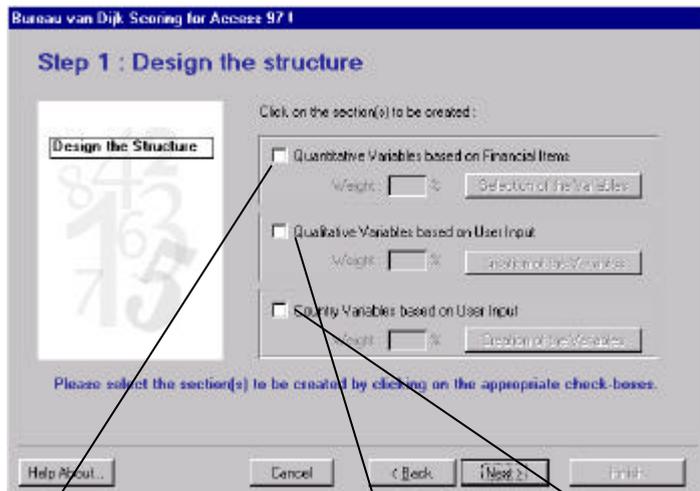
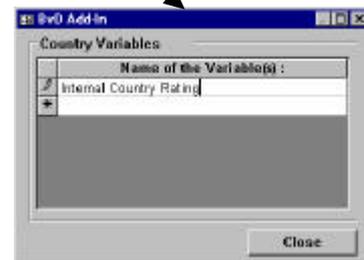
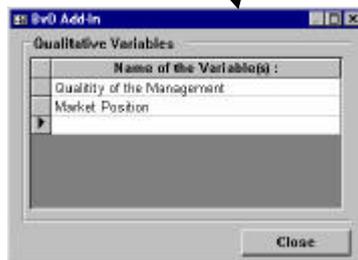
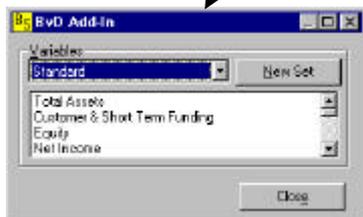
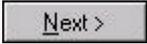


Figure 96



5. Once the Wizard is installed, click on 'Tools' then on 'Add-Ins' then 'Bureau van Dijk Scoring Wizard'. The dialog box illustrated in Figure 94 will be displayed.
6. Click 'Select a Bureau van Dijk Database'. The dialog box in Figure 95 will come on the screen. All BvD CD-ROMs installed on your machine will be available in the drop-down menu. Select BankScope and click 'OK'.
7. Click 'Select the Period(s)'. The Periods to be displayed in Access will be shown. If you want to modify these, click the 'Change' button and then 'Close'.
8. Select the units and the currency in the drop-down lists then click .
9. Click the appropriate check boxes to specify what sections have to be created in the model (e.g Quantitative, Qualitative and/or country sections). Specify a weight for each of these sections (used to compute the final score) and click 'Selection of the Variables' to specify what variables have to be included in each section (refer to Figure 96).

NOTE: The Wizard will add two tables to your Access database :

- ?? the name of the first table is "BankScopeIds" and will contain the user data relating to the banks which have been scored.
- ?? the name of the second table will be "CountryBankScope" and will contain all scores relating to the countries.

10. The variables can be evaluated according to three different methods :
  - *A User Defined Function.* This enables the user to assign a score when a variable reaches a specified benchmark. Simply specify the Operator (>, <, >=, <= or =), the benchmark and the score to be assigned if that condition is satisfied. The number of conditions is not limited (see Figure 97).

Note : you can specify a score if the value is not available or if the value doesn't match any created condition by ticking the appropriate check-box. at the bottom of the screen.



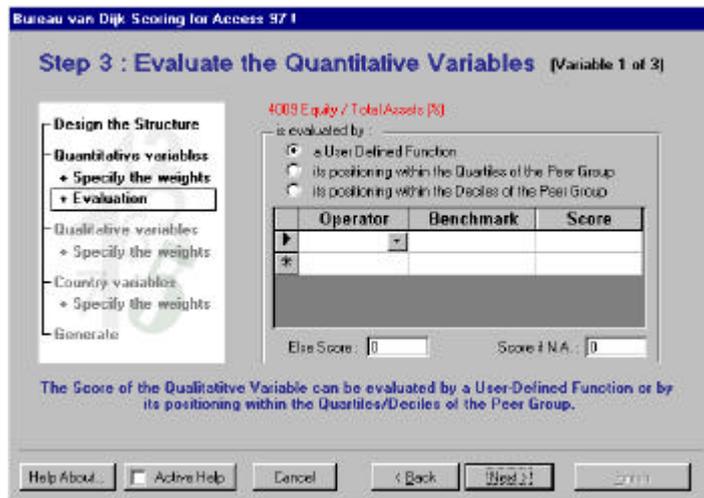


Figure 97

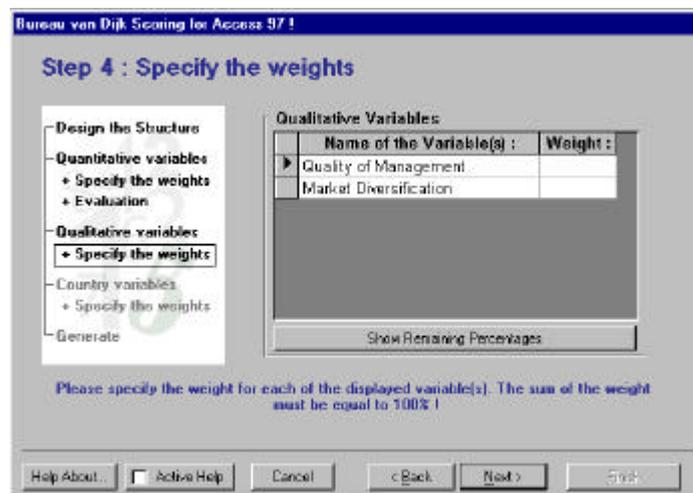


Figure 98

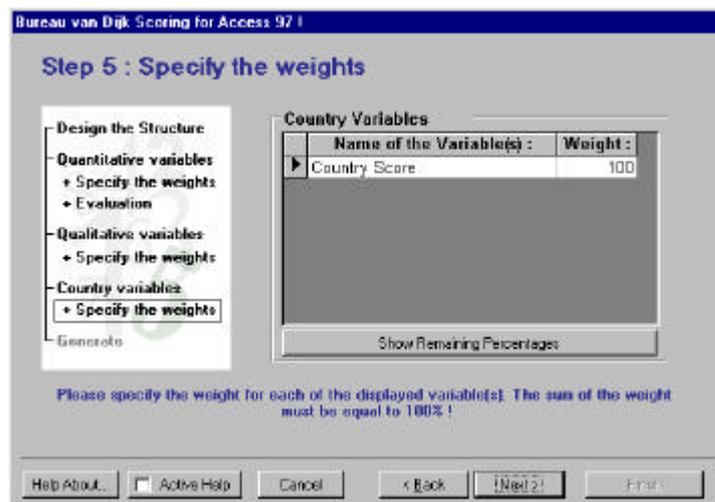
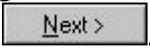
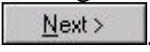


Figure 99

- *The position of the variable in the quartiles of the peer group.* In this case, the user can specify the score to be assigned depending on the position of the variable within the quartiles of the peer group.
  - *The position of the variable in the deciles of the peer group.* In this case, the user can specify the score to be assigned depending on the position of the variable within the deciles of the peer group.
11. Specify the weights for each qualitative variable in the dialog box illustrated in Figure 98. Click .
  12. Specify the weights for each country variable in the dialog box illustrated in Figure 99. Click .
  13. Give a name to your Scoring Model as shown in Figure 100.



**Bureau van Dijk Scoring for Access 97 !**

### Generate the Scoring Model !

**Design the Structure**

Quantitative variables  
+ Specify the weights  
+ Evaluation

Qualitative variables  
+ Specify the weights

Country variables  
+ Specify the weights

**Generate**

Your template's name

Hide Financial Items

Include a Bureau van Dijk Toolbar

- Select Companies
- Show Countries Table
- Print and Print Preview
- Allow to Edit the Form to Modify the Layout

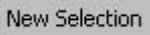
Please give a name to your template and click on 'Finish' to generate it.

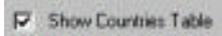
Help About... Active HelpCancel< BackNext >Finish

Figure 100

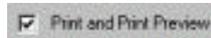
The various check boxes below the “Your template’s name” text area allow you to have the Add-In create a ‘Bureau van Dijk Toolbar’ and to choose what buttons should be available on it.



A  button will allow you to select the companies to be scored according to any available search criteria (By name, by geographic region, by financials..);



A  button will allow you to open the Countries table with the country scores which have been input by the user ;



The  icons will let the user print and preview the model for the displayed Companies ;



Thanks to the  icon, the user will be able to edit the scoring model and change its design (location, font, size, colour etc ... of the objects).

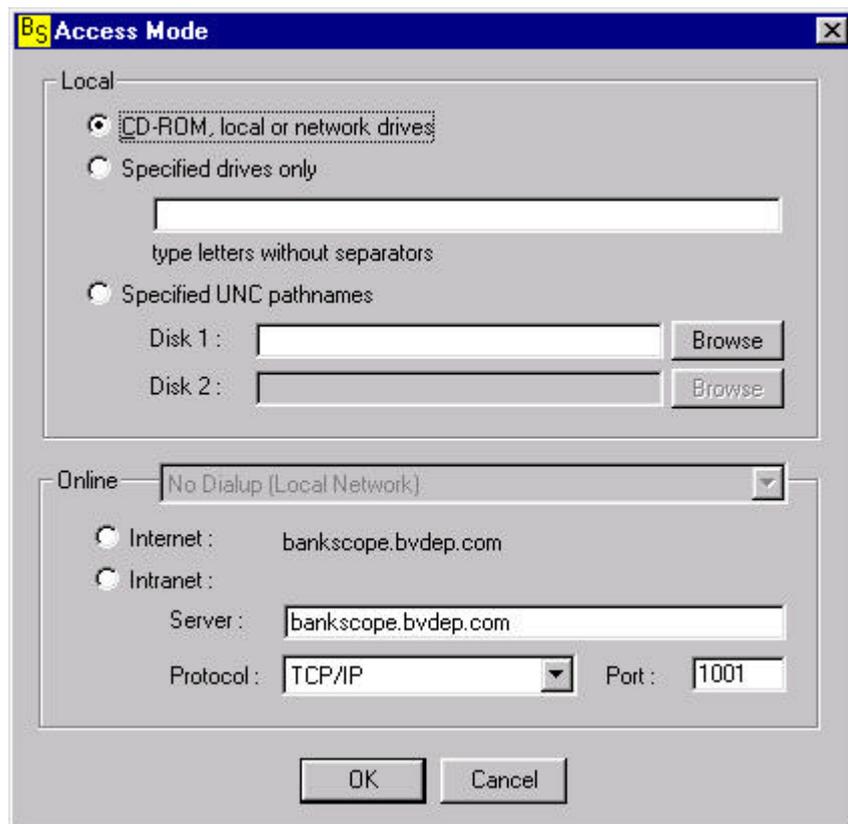


Figure 101

## **13. INTERNET ACCESS FOR UPDATED STATEMENTS AND REUTERS NEWS**

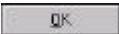
### **13.1. Accessing BankScope data through the Internet**

BankScope CD-ROM users now have the possibility to extract data directly from the Bureau van Dijk Web Site via the Internet. This will allow you to access the updated database of BankScope at any time between two releases of the CD-Rom.

From the main screen, select 'Options' - 'Access Mode'. The dialog box illustrated in Figure 101 will be displayed.

In order to extract data from our Internet site, click on the 'Internet' radio-button. The type of online connection must then be set to one of the following:

- ?? If you access the Internet via your local area network, select the 'No Dialup (Local Network)' from the Online drop-down menu. In this case, you have to make sure that the port 1001 is in free access. Please consult your IT department to confirm this.
  
- ?? If you access Internet via a modem, please select the appropriate connection to your Internet provider. This connection must establish a connection to your Internet Provider. Note that the 'Dial-up Networking' module must be installed from Windows. If it is not installed, open the 'Control Panel' and click on the 'Add/Remove Programs' Icon. Go to 'Windows Setup' then to 'Communications'. Click on 'Details' and select the 'Dial-Up Networking Icon'. For more information, please refer to the Windows Manuals.

Click then on  to validate your selection. BankScope will restart and use the data directly from the Web instead of those found on the CD-ROM. It must be stressed that this is not a download of information but a direct access to an updated database located on our server.

#### **Important note:**

A browser version of BankScope is also available at [www.bvdep.com](http://www.bvdep.com). Please contact your local account manager for more information.



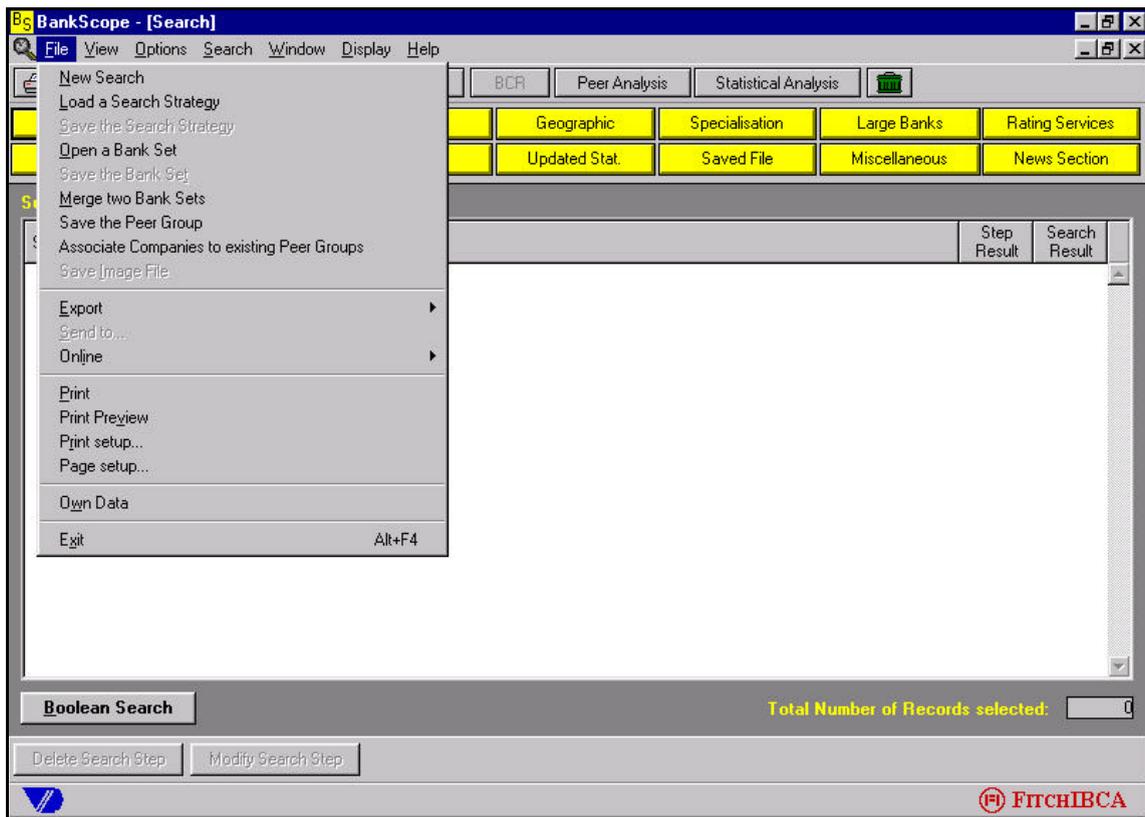


Figure 102

**14. SAVING, LOADING AND EXPORTING BANK SETS/PRINTING****14.1. Saving and loading a bank set**

As mentioned in chapter 6 above, *search strategies* and *bank set files* can be saved. To do so, use the corresponding options of the “File” menu (Figure 102).

*14.1.1. SEARCH STRATEGIES*

The extension of the file is *[\*].srh*. In this case, you save the various search criteria that you have defined. When you open a previously saved search strategy, the result may differ from month to month as bank accounts are updated.

*14.1.2. BANK SET FILES*

As indicated in section 6.6., three types of bank set files can be created:

Type *[\*].set*: the file includes all financial data relating to the saved banks. This type of file is proposed by default when saving a bank set. Such files will be used for conducting *Peer Group* and *Statistical Analyses* (See Chapter 9 and 10).

Type *[\*].bvd*: the file includes only the index numbers of the selected banks. Group of banks must be saved using this extension for use with BankScope’s Add-In feature (See Chapter 12).

Type *[\*].pgf*: this file includes a an own peer group which can be assigned to one or several subject banks (See Chapter 9).

**NOTE:**

- a) In BankScope, several other types of files are automatically saved without the user making any manipulation. This concerns the *formats*, the *layouts*, the *customised accounts*, the *statements updated or modified by the user*, the *bank set files where statements have been excluded from the peer and statistical analysis*, the *set of variables* for the graphical illustrations, the peer group comparisons and the statistical analysis;

The transfer of lists and reports to other software implies the creation of corresponding files, structured according to a format specific to the software programme in which the data will be used. This is explained below in section 14.3.





## 14.2. Loading and Saving files

Search strategies and bank set files can be saved and retrieved by using the two corresponding options of the file menu.

## 14.3. Exporting files

It is possible to transfer to various software programmes (spreadsheet, word-processing or database software):

- *Lists of banks;*
- *Reports;*
- *Comparison tables and group reports (of the statistical analysis).*
- *Bank Credit Reports*

The table below indicates for each software the types of transfers that are possible:

Software	List	Report	Comparison Table or Group Reports	BCR	Type of file
<i>Excel</i>	X	X	X		[*.xls]
<i>DBase</i>	X	-	X		[*.dbf]
<i>Lotus 1-2-3</i>	X	X	X		[*.wk1]
<i>Sylk</i>			X		[*.slk]
<i>Multiplan</i>	X	X	X		[*.slk]
<i>DIF</i>	X	-	-		[*.dif]
<i>Rich Text Format (Word for Windows...)</i>	X	X	-	X	[*.rtf]
<i>ASCII</i>	X	-	X		[*.txt]
<i>ASCII [Delimited]</i>	X	X			[*.asc]



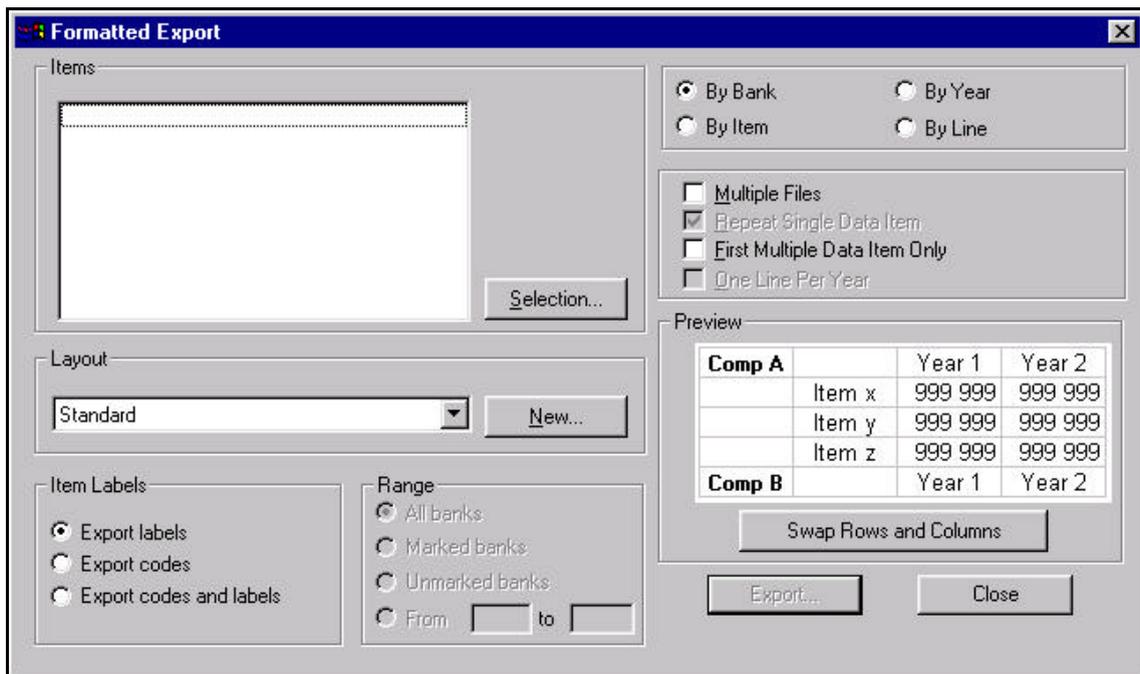


Figure 103

## 14.4. Formatted export

It is also possible to design the layout of the file you want to export by clicking on 'File' then 'Export to' and choosing 'Formatted Export to'. This will display a dialog box (Figure 103) allowing you to specify the variables to be transferred, the layout of the table to be created, the years and the currency.

## 14.5. Printing

The printing option can be accessed from:

- the  icon in the top left corner of the screen;
- the "Print" option from the "File" menu.

Several parameters can be specified:

- the *print quality* (600,300,150 or 75 dpi depending on the printer);
- a *fast printing* option which will delete the borders and lines of tables that are time consuming to print;

Note that by clicking on the "Print to file" check box, data will be transferred onto a disk so that it can be printed from another workstation.

### 14.5.1. PRINTING A LIST OF BANKS

When the list is displayed, just click on the  icon or on the "Print" option from the "File" menu. If banks are *marked* in the list, you can choose to print the *marked* (or the *unmarked*) ones as well as the whole list.

### 14.5.2. PRINTING BANK REPORTS

When one or several banks have been selected and a report is displayed, it can be printed by clicking on  or on the "Print" option from the "File" menu.

You can also choose to print the marked (or unmarked) reports or both, as for the list.

If you click on the "Several companies per page report" check-box, the page break will be suppressed after each report. This feature is very useful if you print just a few lines (e.g. a *Profile format* or a *customised account*).

Also note that you can print just a selection from a Report: click on the first line, hold down the 'Shift' key (?) of your keyboard and click on the last line. Then choose the "Print" option from the "File" menu and tick the "Selection" radio-button.





### 14.5.3. PRINT PREVIEW

This option of the “File” menu enables you to see exactly what will be printed.

### 14.5.4. PRINTING COMPARISON TABLES AND GROUP REPORTS OF THE STATISTICAL ANALYSIS

When a comparison table or a group report of the statistical analysis is displayed on the screen, click on  or choose File-Print.

## 14.6. Deleting Files

It is possible to delete *customised formats, formats of lists, layouts, sets of variables* defined for the illustrations, for the comparison tables or for group reports in the statistical analysis by clicking on  in the dialog boxes which are of type “Format” or “Set of variables”, when the name of the file is displayed in the drop-down menu.

The files referring to the search strategies [*.srh*] or banks [*.bvd* or *.set* or *.pgf*] can be deleted by deleting the file from the folder where they are stored on your hard-disk (by default, SCOPE32\USER). The same applies to the files created for transfer to other software programmes or for printing.



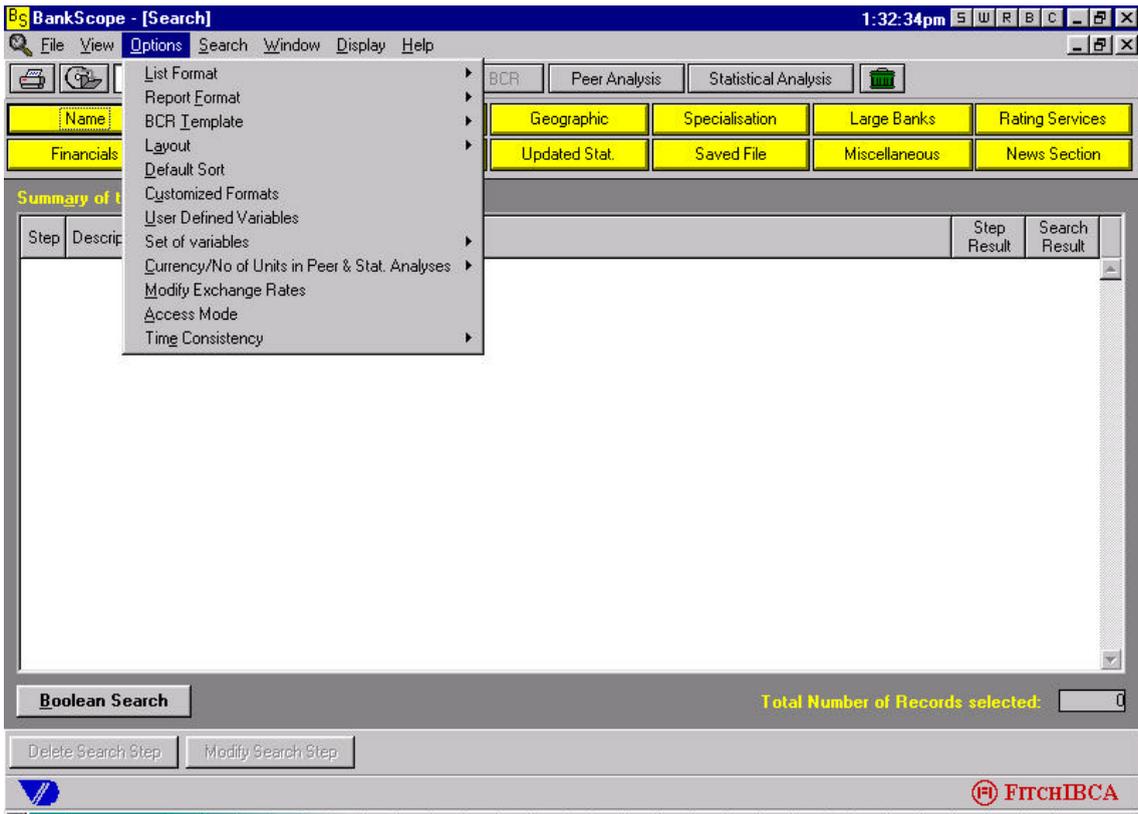


Figure 104

## 15. OPTIONS AND FILE MENUS

### 15.1. The “Options” menu

This menu (illustrated in Figure 104) enables you to:

- a) create a *new format* and set as *current* format one of the existing formats (including the *standard* format) for:
  - the *list* of banks;
  - the *report* of banks;
  - the *layout*;
  - the *variables* used in the *illustrations IV* and *V* associated with a bank report;
  - the *variables* included in the *peer comparisons* and the *peer groups* in the statistical analysis.

The selection of one of these options will display a menu:

- *New Format*
- *Current Format*

By clicking on the first line, you obtain the dialog box enabling you to create the corresponding format (described respectively in chapter 5, 4, 9 and 10)

The “*current format*” button will display the list of existing formats, including the *standard* format and enables you to set one of these as *current*.

- b) specify a *sorting criterion* for the list;
- c) create:
  - *customised formats*;
  - *user defined variables*.
- d) set the currency as well as the units used in the peer and statistical analysis;



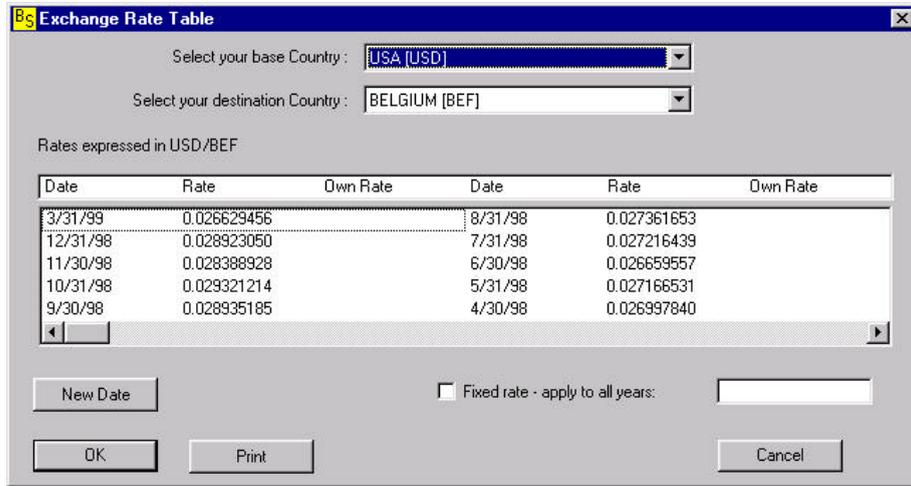


Figure 105

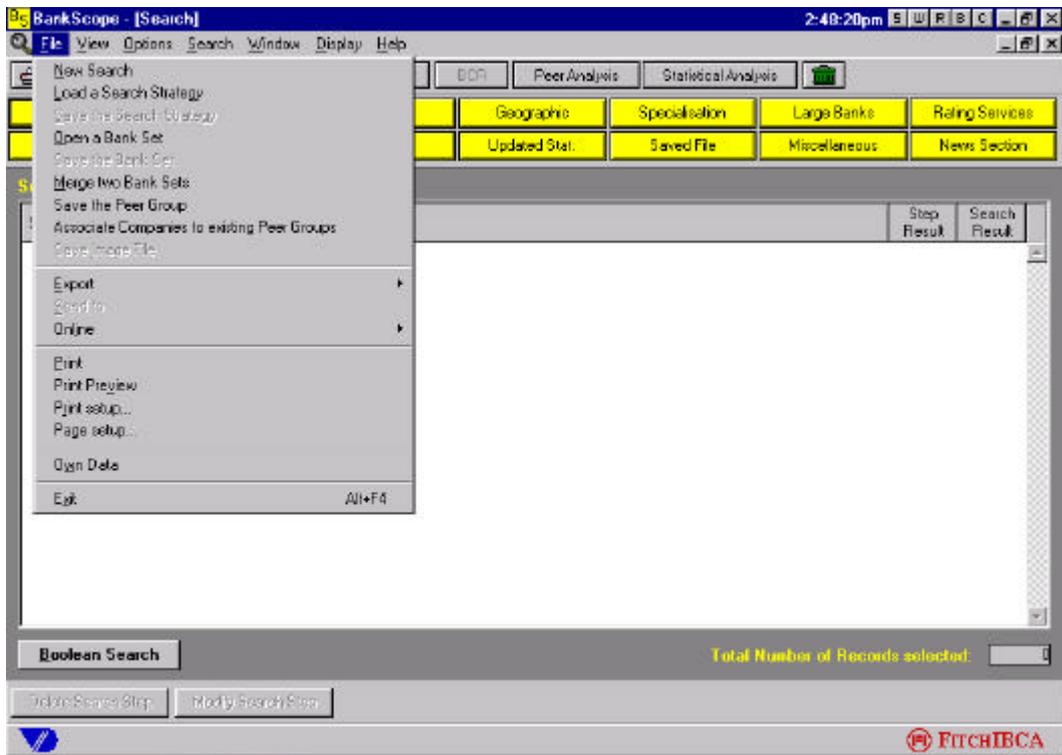


Figure 106

- e) *modify exchange rates*. Choosing this command will display the dialog box illustrated in Figure 105. First select the base country and the destination country of the currencies for which you want to input a rate. Click just beside the proposed exchange rate and type in your own value. Clicking on  will allow you to insert a closing date that is not present in the table.

Ticking the “Fixed rate - apply to all years” check-box will set, for all years, the exchange rate you typed in the box.



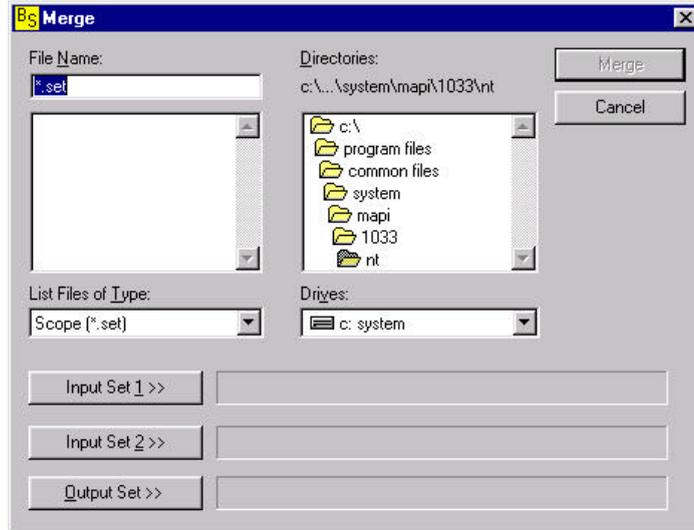


Figure 107

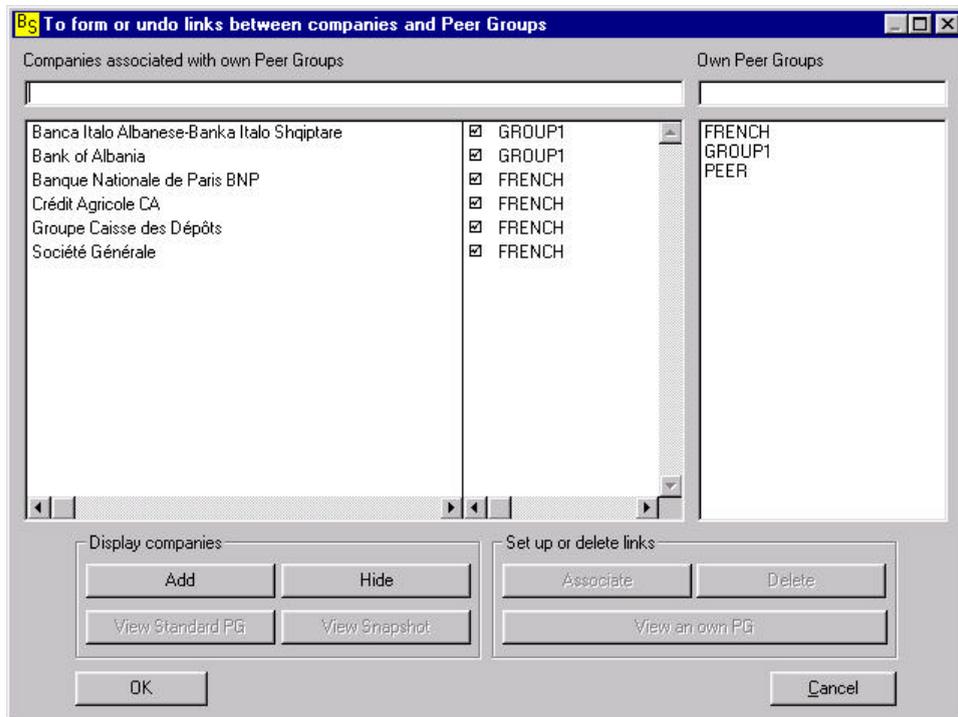
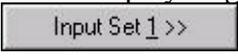


Figure 108

## 15.2. The “File” menu

This menu (illustrated in Figure 106), which has already been mentioned often in this manual, enables you to:

- a) save or retrieve a search strategy or a bank set file (cf. sections 14.1 and 14.2 above);
- b) merge two bank set files. Clicking on this option will display Figure 107. Highlight the bank set to be merged and click on . Use the same procedure for the second bank set as well as for the output bank set;
- c) Save the peer group: see section 6.7.
- d) Associate companies to existing peer groups: this menu allows you to associate the banks selected after a search to a saved own peer group. It displays the menu in Figure 108: to define a link, select both the bank and the peer group, then click the *Associate* button. The check box next to the bank name will be ticked.
- e) Save image file: this command allows you to save a graphical illustration displayed on the screen with a \*.bmp extension.
- f) export a list of one or several bank reports to another software (see section 14.3);
- g) Send to: this command allows you to automatically generate an e-mail message with an \*.rtf attachment containing the list or the report that was displayed on the screen when you selected the command.
- h) print a *list* or a *report* or display a *print preview* (see section 14.4);
- i) set up the printer;
- j) access the own data module (see Chapter 11);
- k) quit the application.



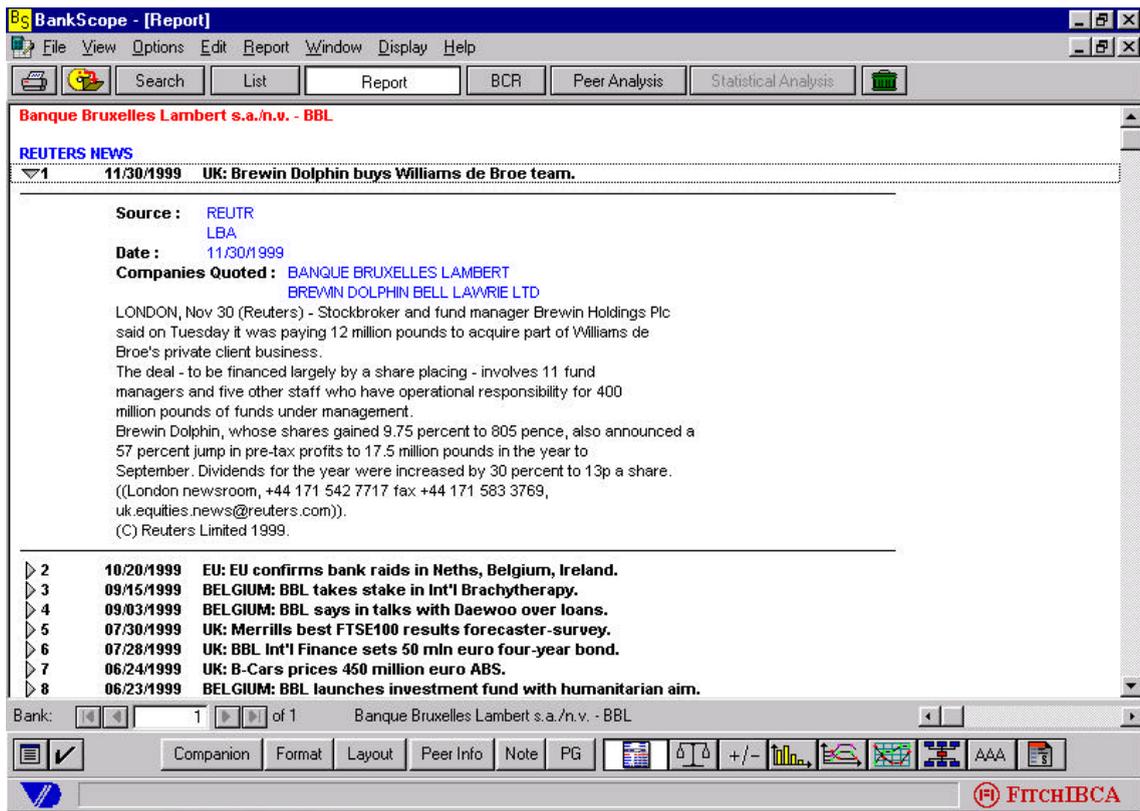


Figure 109

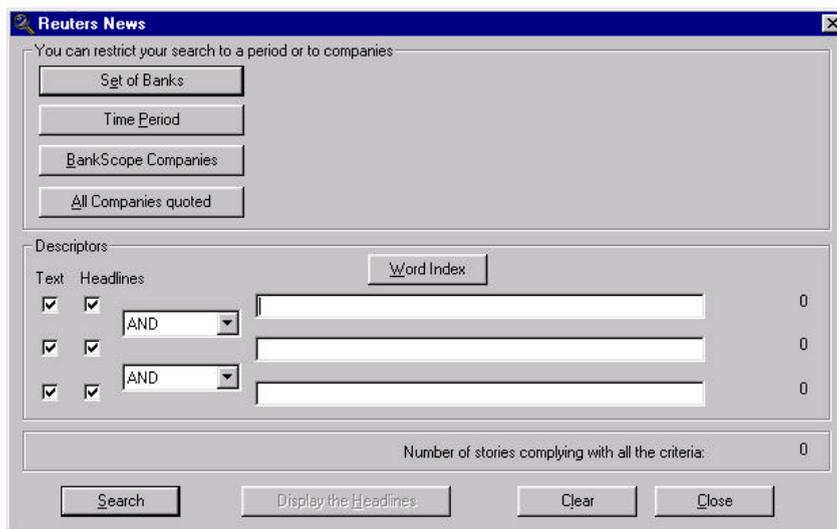


Figure 110

## 16. TEXTUAL INFORMATION MODULE

### 16.1. Reuters News

BankScope contains two years of Reuters News taken from the Textline Corporate Database produced by Reuters and relates to Industry Code I81 (Banks and Financial Institutions). This represents about 65,000 news items. An internet connection to a server located in Brussels, hosting the news that has appeared since the last BankScope was produced, is offered to users equipped with an internet connection (see Chapter 13).

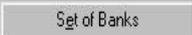
#### 16.1.1. ACCESSING THE NEWS ATTACHED TO A STATEMENT

Reuters news can be accessed, when a Report is displayed, by clicking  and on the "News section" option. The list of News items attached to the statement appears on the screen (Figure 109). Clicking  will unfold the corresponding article.

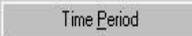
A Click on   will display the list of News items for the next (or former) selected bank.

#### 16.1.2. FULL TEXT SEARCH

You can start a full text search in the Reuters Textline database by clicking on  in the search screen. A dialog box will be displayed as illustrated in Figure 110. Type in the descriptors you are searching for in the three search fields. Click on the corresponding check-boxes to restrict your search to the text and/or the headlines. The search can also be restricted to :

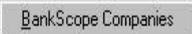


a saved set of banks (see Chapter 14);

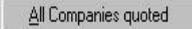


a period of time for your search. Note that any date must be entered by typing six digits in the sequence "day/month/year".

For instance, March 2, 1999 must be typed: 02/03/1999.



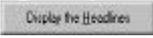
the banks which are currently available on BankScope;



Companies quoted in the Reuters News archived on the CD, whether they are listed or not on BankScope (a Reuters story of the Industry Code I 81 may very well refer to non-banking companies or to small banks not listed on BankScope).





When your search has been completely defined, click on  to select the articles that meet your criteria and on  to display the corresponding list of articles. Once the list is displayed, you can unfold the content of an article by clicking on .

#### 16.1.2.1. USING BOOLEAN OPERATORS IN THE FULL TEXT SEARCH

In each of the three search fields, you can enter one descriptor or a sequence of descriptors. To make a Boolean link just type, between two spaces, in normal lowercase characters, the word *and*, *or* or *but not*. When the descriptors are entered in sequence, with no operator between them, they will be treated in the search as strictly adjacent.

You can specify a proximity by typing the operator *s/n*, where “n” specifies that the second descriptor must be found between 1 and n words after the first descriptor.

For instance, the texts with the expression "capital adequacy ratio" will not be found if you type

capital ratio

but will be found if you type

capital s/2 ratio

If you look for the texts containing the notion of such a ratio, be more precise and type the following expression:

risk asset ratio or capital s/2 ratio or cooke ratio or basle ratio

You can use up to 80 characters to enter such expressions in any of the three search fields.

#### 16.1.2.2. TRUNCATION IN THE FULL TEXT SEARCH

Use the sign ! to specify a truncation. For instance, if you want to enter the concept of "financial difficulties", enter something like

bankrupt! or heavy loss! or financ! difficult





16.1.2.3. PRIORITIES AMONGST THE BOOLEAN OPERATORS

If you do not use brackets, the operators will act in the following order of priority:

OR  
s/n  
BUT NOT s/n  
AND  
BUT NOT

For instance, the expression

A or B s/3 C or D

will be interpreted as:

(A or B) s/3 (C or D)

and not as

(A or B s/3 C) or D

The expression:

A or B s/3 C and D

will be interpreted as

((A or B) s/3 C) and D

If uncertain, just make use of brackets !



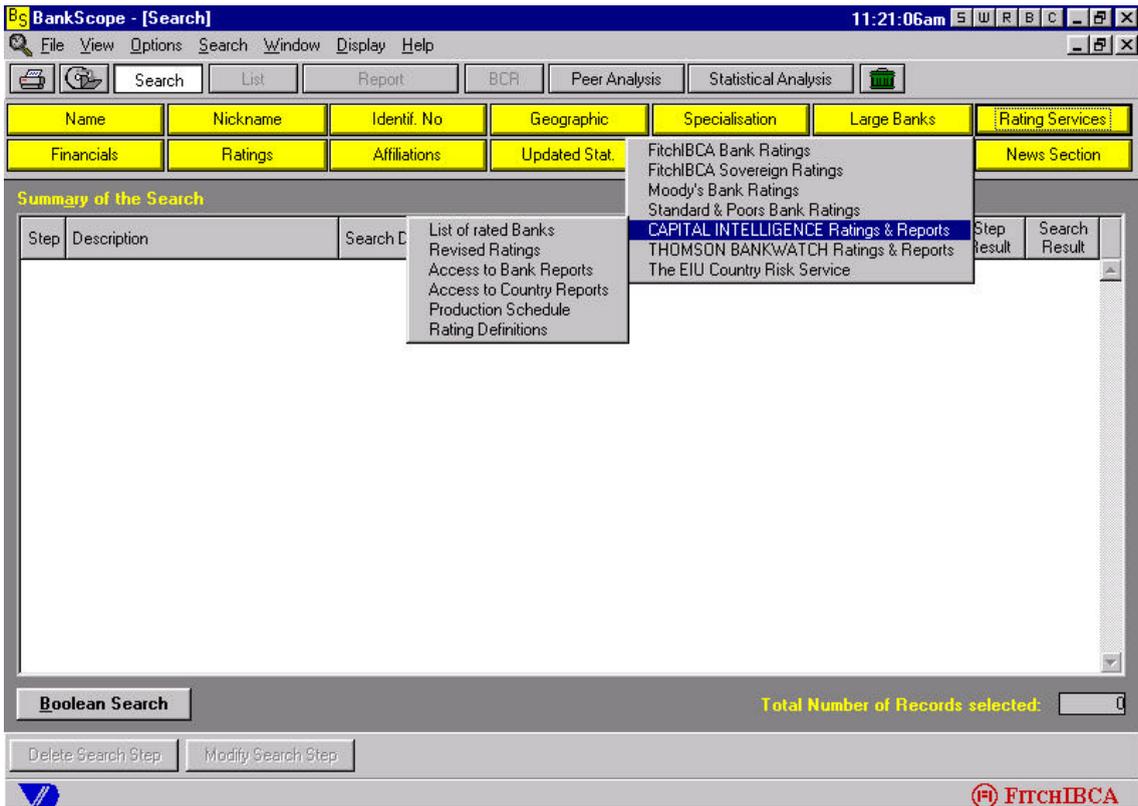


Figure 111

## 16.2. Capital Intelligence Reports

### 16.2.1. SERVICE AND COVERAGE

Capital Intelligence provides a service of reports and ratings covering over 400 major banks located in the Gulf/Mediterranean, Asia/Pacific regions as well as Central/Eastern Europe and South Africa.

*Bank Reports* are detailed studies of individual institutions based on extensive financial analyses and meetings with the subject bank and others in the banking environment. Topics include shareholders, management, history and market background, operations and strategy as well as full financial evaluation.

*Rating Reports* are shorter reports of individual institutions giving key data, CI ratings, strengths and weaknesses, summary financial analysis and objective assessment of the subject institution.

*Country Banking Reports* are annual evaluations of each country's banking and financial markets consisting of three separate sections: the *Banking Supervision*, the *Accounting and Disclosure Standards* and the *National Banking Environment*.

### 16.2.2. SUBSCRIPTION

There are two ways to subscribe to Capital Intelligence Reports on BankScope:

- ?? you can subscribe annually for access to regional packages (Gulf/Mediterranean, Asia / Pacific, Central/Eastern Europe, South Africa or all);
- ?? you can access Reports by purchasing from *Bureau van Dijk* a floppy disk containing a number of credits (called a *credit disk*). Inserting the *credit disk* will unlock the access to the information available for the next twelve months. The number of credits necessary to access the information will be deducted from the floppy disk:
  - 1 credit will buy an upgrade from a *Rating Report* to a *Bank Report*;
  - 2 credits will buy a *Rating Bank Report*;
  - 3 credits will buy one *Bank Report*..



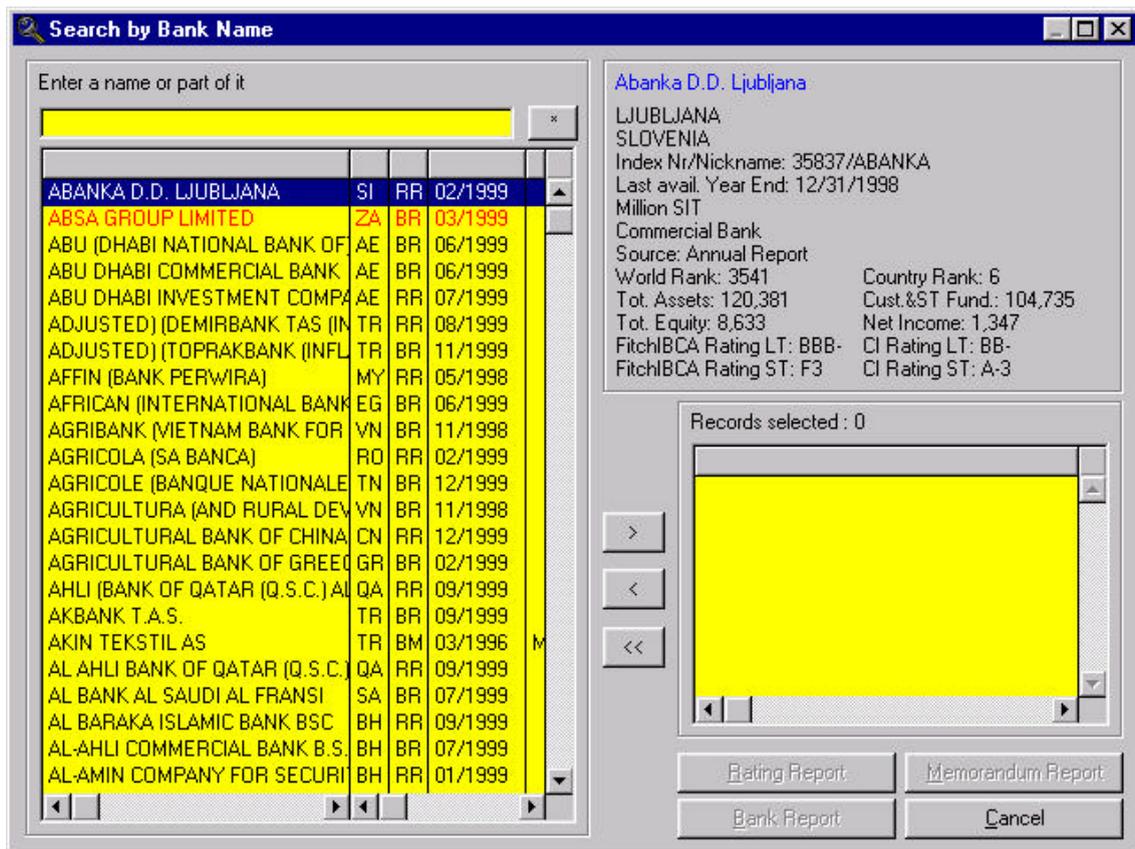


Figure 112

16.2.3. ACCESSING THE CAPITAL INTELLIGENCE MODULE

Click on  then on  and select the “Capital Intelligence Ratings & Reports” from the yellow menu top left of the screen (Figure 111). A menu offers you the following options:

- |                        |   |
|------------------------|---|
| List of Rated Banks    | displays a list of banks rated by Capital Intelligence, sorted by country. The Foreign Currency Long Term rating, Foreign Currency Short Term rating, Domestic Strength, Support as well as the date of these ratings are listed;   |
| Revised Ratings        | displays the list of banks the ratings of which have been revised since the last update of BankScope or since a given date;   |
| Access to Bank Reports | <p>displays a dialog box enabling you to select one or more banks from the index of banks rated by CI (Figure 112). This dialog box presents:</p> <ul style="list-style-type: none"> <li>?? the index of banks in the first column;</li> <li>?? the country code in the second column;</li> <li>?? the code for the type of Report in the third column :                             <ul style="list-style-type: none"> <li>- BR      Bank Reports</li> <li>- BM      Bank Memorandum</li> <li>- RR      Rating Report</li> </ul> </li> <li>?? the fourth column contains the date of the report;</li> <li>?? an “M” in the fifth columns indicates that a Bank Memorandum is also available;</li> </ul> <p>When the Subject Bank or Banks have been selected, click on <input type="button" value="Rating report"/> or <input type="button" value="Bank report"/> depending on the type of report you want to access. You will be asked to insert a <i>credit disk</i> if your subscription doesn’t allow you to access the selected report;</p> <p>The selected Reports will be displayed in Microsoft WordViewer? (or in Microsoft Word? ). Note that the corresponding word files will be copied in your User folder, in the CI sub-folder.</p> |





- Access to Country Reports displays a dialog box that enables you to select the country under study. Once the country is selected, you will be asked to insert a *credit disk* if your subscription doesn't allow you to access the selected *Country Report*.
- The selected Reports will be displayed in Microsoft WordViewer? (or in Microsoft Word? ). Note that the corresponding word files will be copied in your User folder, in the CI sub-folder.
- Production Schedule displays the production schedule of Capital Intelligence Reports. The date of the current issue is given together with the date of the next release;
- Rating Definitions displays the definition of the ratings used by Capital Intelligence;





### 16.3.1 The Economist Intelligence Unit Country Risk Service

#### 16.3.1.SERVICE AND COVERAGE

The Country Risk Service enables you to make informed and immediate decisions about a country's economic creditworthiness in both the short term and medium term. This exclusive two-year forecasting service, assessing the solvency of 104 indebted countries is now available on BankScope. Each individual **Country Risk Report** includes projections of GDP, the budget deficit, the country's trade and current-account balances, its financing requirements and its debt-service ratio.

It contains :

- ?? **Credit Risk Rating**- reflecting a country's short-term trade risk, medium-term lending risk, and political and policy risk.
- ?? **The state of government finances**- economic growth and domestic financial indicators (money supply, interest rates, inflation, exchange rates).
- ?? **External Finances**- 2-year projections of the country's external finances, including the current account, external borrowing and debt-servicing payments.
- ?? **International financial flows**- foreign direct investment, bond issues, portfolio investment and commercial or official lending.
- ?? **Domestic financial markets**- incisive analysis of the bond, money and stock markets.
- ?? **Portfolio pointers to investors** - independent comment on the prospects for financial markets in these emerging markets.

In addition, a **Risk Ratings Review** is published each quarter, providing a summary of the EIU's ratings for 104 countries. Produced as a separate report of typically 28 pages, it includes a written analysis of each region, giving early warnings of potentially deteriorating or improving economies. All Reports will be displayed in Microsoft Viewer® (which is installed during the setup of BankScope) or Microsoft Word (if previously installed on your machine).





### 16.3.2. SUBSCRIPTION

You can access reports by purchasing from Bureau van Dijk a floppy disk containing a number of credits (called a *credit disk*). Inserting the *credit disk* will unlock the access to the Country Risk Reports available for the next 12 months. The number of credits necessary to access the information will be deducted from the floppy disk :

- 1 credit will buy a *Country Risk Report*.

### 16.3.3. ACCESSING THE ECONOMIST INTELLIGENCE UNIT COUNTRY RISK SERVICE MODULE

In order to access this new section, click on 'Rating Services' then on 'The E.I.U Country Risk Service'. The following options will be displayed on the screen :

- *List of surveyed Countries* provides a list of all countries covered along with the *Overall Rating* and *the Overall Score*. This section is free of charge.
- *Country Risk Report* allows you to access any report(s) available. The system will ask you to insert a 'Credit Disk' that can be ordered in any Bureau van Dijk office. One credit will be used to access a report and deducted from the Credit Diskette.  
  
The Reports selected will be displayed in Microsoft WordViewer? (or in Microsoft Word? ). Note that the corresponding word files will be copied in your User folder, in the EIU sub-folder.
- *Risk Rating Review* allows you to access the Risk Rating Review Report published quarterly. You will be requested to insert a Credit Diskette to access the information but no credits will be deducted.
- *Handbook* On a monthly basis this section provides information about updated countries, the production schedule and an alert sheet. You will be requested to insert a Credit Diskette to access the information but no credits will be deducted.
- *Publishing Schedule* displays the publishing schedule of each surveyed country. This option is free of charge.
- *Rating Definitions* displays the definition of the ratings used by the Economist Intelligence Unit.





## 17. HELP MENU

The Help section can be activated by clicking on the 'Help' item from the menu bar. Clicking on this option will display a menu with the following options :

***What is new in BankScope ?*** This section features the innovations on BankScope for this release and preceeding ones. Any change in the FITCHRATINGS formats will also be indicated in this section. If you have any customised formats related to the amended FITCHRATINGS formats, please adapt them accordingly.

***Contents*** This option is an electronic version of the present manual. Clicking on any section displayed in green will unfold more detail.

***Coverage*** This section gives you the coverage of the current update of BankScope. It includes several tables presenting :

?? the number of statements broken down per last available year;

?? the number of banks broken down per last available year;

?? the number of banks broken down per Specialisation;

?? the number of banks broken down per countries and regions;

?? the number of statements broken down by consolidation code;

?? the number of institutions with shareholding information;

?? the number of institutions with subsidiary information.

***Glossary*** This section provides the user with a list of all necessary definitions concerning BankScope. Just type in a key word to access its definition.

***Ratio Definitions*** This gives you the definition of the 36 *Standard Ratios* associated to the Global Format.



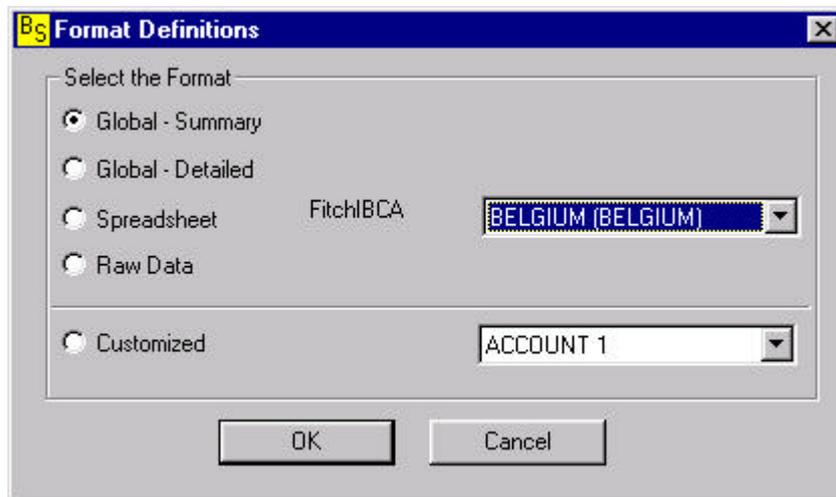


Figure 113

- Format Definitions*** This allows you to display the definitions of the data items used in the *Global detailed*, *Global Summary*, *Spreadsheet* or *Raw Data* Formats for any country. A click on this option displays a dialogue as illustrated in Figure 113. Select the format of interest and indicate the country model required in the 'FITCHRATINGS model' box (Albania is shown as first in the alphabetical model list). This option also enables you to display or print the logic you used in creating your own customised formats.
- BankScope and the Euro*** This option displays a help page describing how Bureau van Dijk is treating the question of the Euro.
- BankScope and the year 2000*** This option displays a help page describing how Bureau van Dijk is treating the question of the year 2000.
- Bureau van Dijk on the Web*** Choosing this menu will start your browser and connect you to the site of Bureau van Dijk.
- Bureau van Fitchratings on the Web*** Choosing this menu will start your browser and connect you to the site of Fitchratings.
- About*** This option will display the update number of BankScope the drive letter of your CD-ROM, the Windows version currently installed as well as the resources of your system.





## 18. MINIMUM REQUIREMENTS AND INSTALLATION PROCEDURE

### 18.1. Minimum requirements

- ?? processor Pentium 100 Mhz or higher;
- ?? 64 Mb of RAM memory;
- ?? 60 Mb of Hard-disk free space;
- ?? Windows '95 (or later);
- ?? quadruple speed CD-ROM drive or higher.

### 18.2. Advisable configuration

- ?? processor Pentium 200 Mhz or higher
- ?? 128 Mb of RAM
- ?? Windows '95 (or later)
- ?? 20x speed CD-ROM

### 18.3. Stand-alone and Network Installation procedure of BankScope

1. Insert the BankScope CD-ROM into a local or a network CD-ROM drive. If it is a network installation, depending on your network operating system either share or mount the CD as a volume.
2. From a workstation browse to the contents of the CD-ROM and run the SETUP.EXE: this will start the BankScope setup wizard and display the Welcome screen.

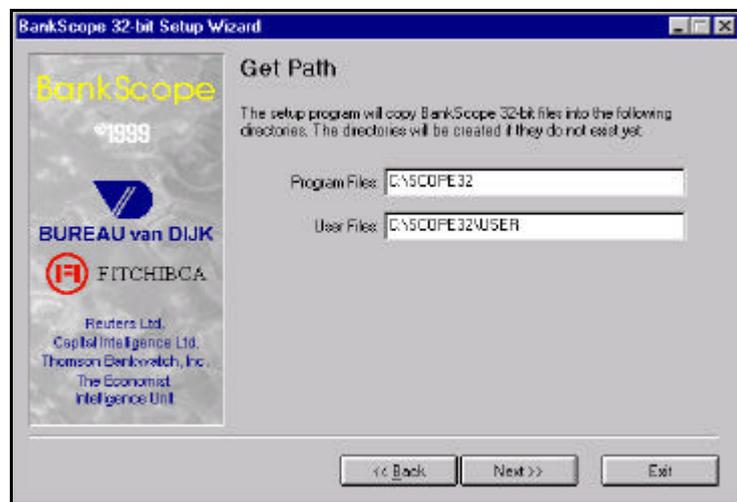
Use the three buttons at the bottom of the wizard screen to navigate through the setup wizard.

Click .

3. The next screen prompts you for the password issued to you by Bureau van Dijk together with the CD-ROM. Type the password and click .
4. In the *Get Path* screen, you have to type the drive and folder where the BankScope program and user files are to be installed. By default, they are installed in C:\SCOPE32 & C:\SCOPE32\USER.

You can change this to a shared network drive, such as, for example: F:\APPS\SCOPE32. If you specify a non-already-existing folder in the path, it will be created for you. Click .





5. You will be prompted to install the Excel Add-in for BankScope. Click the check box if the Add-in is required. Click .
6. A list of all the program groups existing on your PC will be displayed: choose the one in which you wish the BankScope icon to appear. The default group, BVD CD-ROM's will be created, if it does not already exist.
7. The setup will start to copy the BankScope search software onto the network. Depending on the specification of the hardware being used, this process should only take a maximum of two or three minutes.
8. Once the software installation is complete, you can choose to start BankScope or to simply exit the setup wizard.
9. The icon to start BankScope is now available in the program group specified during the installation. If you wish to create a shortcut, it should be targeted to the SCOPE32.EXE file located in the folder where BankScope was installed.

#### 18.4. Specifying the location of the CD-ROM

The path to the BankScope CD does not have to point to the root of a drive letter. You may specify the path to the CD by typing it in the "Specified UNC pathnames" text box from the *Access mode* window (see Figure 114), which can be displayed by choosing Options-Access Mode. You can then type one of the following according to your case (or click on ):

- 1) Path to CD pointing to a folder:

M:\BankScope

- 2) Path to CD on a server:

\\SERVER\BankScope

Where SERVER is the name of the fileserver, or CD tower with the BankScope CD-ROM

And BankScope is the volume/share name of the CD.



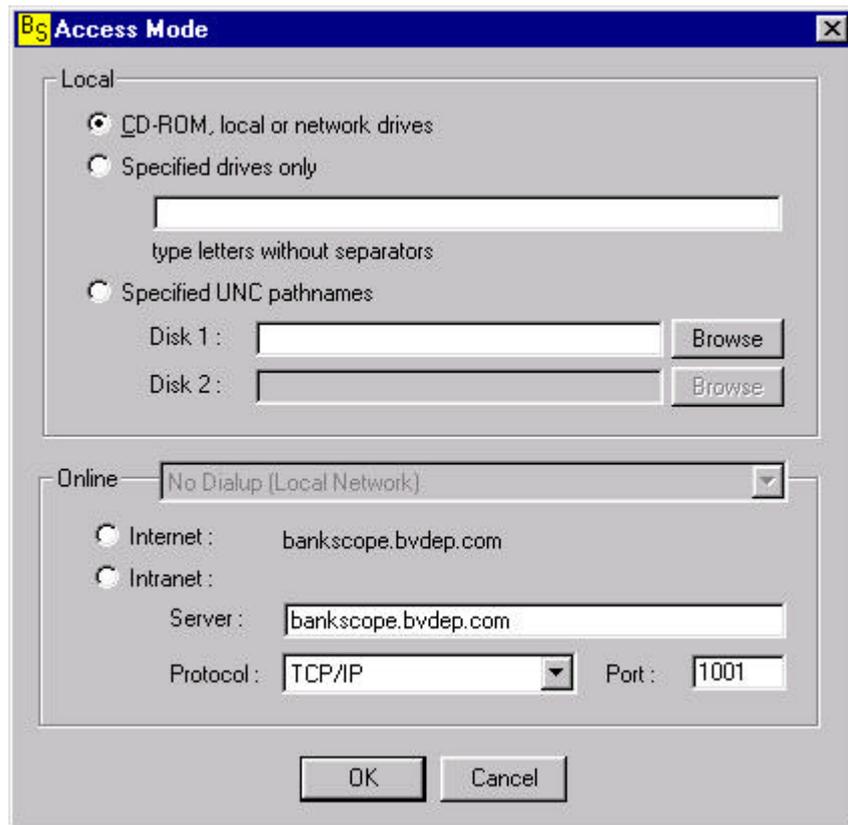


Figure 114

### 18.5. Accelerating the start-up of BankScope

To accelerate the start-up of BankScope it is possible to scan a limited number of drive letters to find the BankScope CD. To do this, type the drive letters in the “Specified drives only” text box from the *Access mode* window (see Figure 114), which can be displayed by choosing Options-Access Mode.

Example:

MNO

Where MNO are the drive letters to scan for the BankScope CD.

This is an alternative to specifying the location of the CD as described above.

### 18.6. Setting up a workstation

If you have installed BankScope on the network, you must run NETSETUP.EXE from the SCOPE32 folder on each local machine.

This will allow you to additionally specify a local user directory for each BankScope user and will have two consequences:

- ?? the users will have User folders different from the one located on the network
- ?? a file, the “AI32.dll”, which is necessary for the Add-in to work, will be copied in the Windows folder. This means that if you do not run the NETSETUP.EXE, it is impossible to use the Add-in.

