

# Citibank<sup>®</sup> Online Investments

## Email Alerts



# Overview

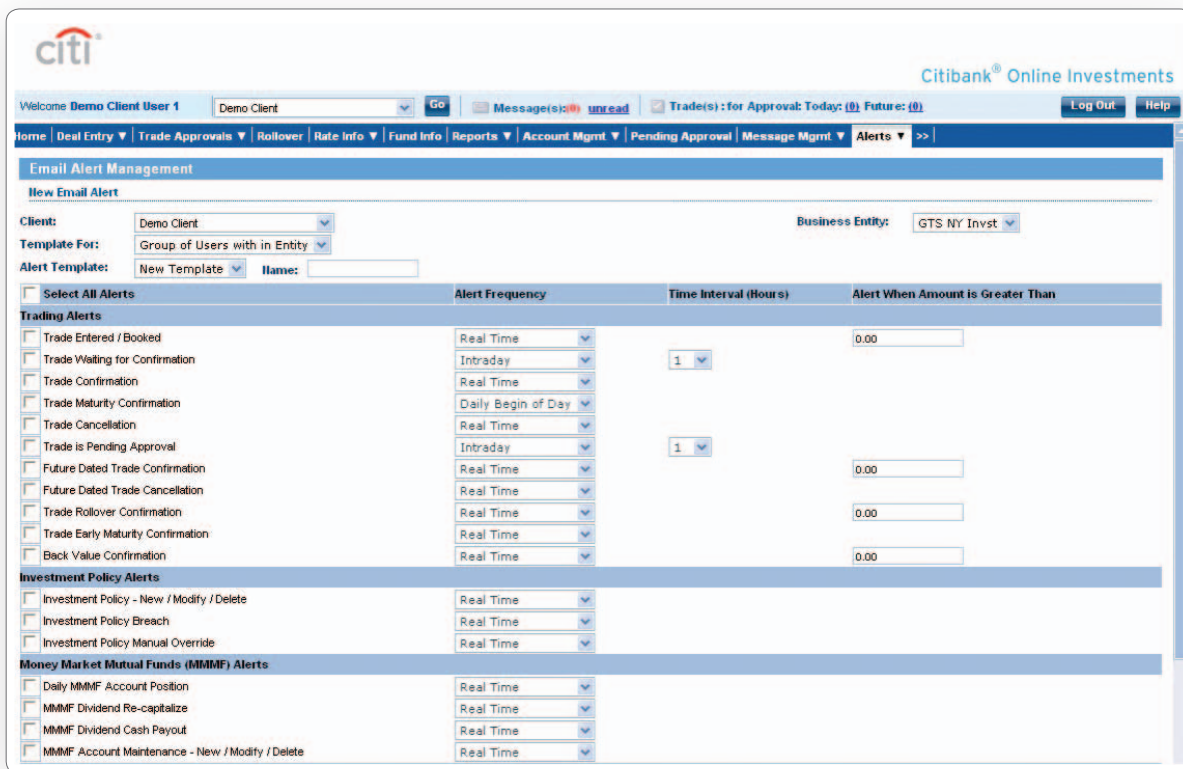
The June update of Citibank Online Investments will provide users (both internal and external) with the ability to receive alerts for various deal booking events within the platform.

Alerts will be available for all products on the platform and users will be able to set up and configure the alerts they wish to receive. This functionality can also be set up for users by Citibank Online Investments client administrators, "Client Administrators".

## Setting Up Email Alerts

Alerts may be selected and configured through a new menu option, Alerts. A user or Client Administrator may access the **Email Alert Management** screen to select various alerts, for a user or a user group. Depending on the content of the alert, it is possible to select the frequency of the alert (Real Time, Intraday, Daily Begin of Day, Daily End of Day, and Monthly), Time Interval (in Hours) and a threshold amount to apply to a selected alert.

Client Administrators can create or modify alerts for multiple users at a single time through the use of User Groups. Users will also have the ability to create or modify their own alerts at any time.



## Applying Alerts to a Group of Users

The Client Administrator has the ability to create an **Alert Template** within **Email Alert Management**. Once a template is created, the Client Administrator may select **Email Alert User Association** to select users to whom the template should be applied. The Client Administrator may also enter/edit the user email address and change alert selections for users that do not log into Citibank Online Investments but prefer to receive alerts.

**Email Alert User Association**

Client: Demo Client Business Entity: GTS NY Invst

Template For: Group of Users with in Entity

Alert Template Name: Maturing

Saved Successfully

Select All	User List	Alert Template Assigned	Override Alert Template
<input type="checkbox"/>	User 1		Trader Template
<input type="checkbox"/>	User 2		Trader Template
<input type="checkbox"/>	User 3	Maturing	Trader Template
<input type="checkbox"/>	User 4	Maturing	Trader Template
<input type="checkbox"/>	User 5		Trader Template
<input type="checkbox"/>	User 6		Trader Template
<input checked="" type="checkbox"/>	User 7		Trader Template
<input checked="" type="checkbox"/>	User 8		Trader Template
<input type="checkbox"/>	User 9		Trader Template
<input type="checkbox"/>	User 10		Trader Template

## Email Alerts Reporting

The Client Administrator has access to reporting to assist in the management of Email Alerts, encompassing users from one or multiple entities.

**Email Alerts Report**

Client Firm: All Business Entity: GTS NY Invst

Page(s): 1 of 1 Show: 10 Records per page

Alert Name	Alert Status	Client Name	Number of Associated Users	Template For
<a href="#">Confirmed</a>	Active	Demo Client	1	Group of Users across Entities
<a href="#">Pending</a>	Active	Demo Client	1	Group of Users across Entities
<a href="#">End of Day</a>	Active	Demo Client	2	Group of Users with in Entity
<a href="#">Maturing</a>	Active	Demo Client	2	Group of Users across Entities
<a href="#">Inv. Policy</a>	Active	Demo Client	4	Group of Users across Entities

## Email Alerts Available

There are many alerts available for users to select, across products and categories.

All Products	Description
Trade Entered/Booked	Alert sent as soon as the trade is booked (for non-Maker/Checker trades)
Trade Confirmation	Alert sent as soon as the trade has been confirmed or choice of all confirmed trades to be sent at the end of the day (for each product)
Trade Waiting for Confirmation	Alert sent when a trade entered is pending cash settlement
Trade Cancellation	Alert sent when a trade has been cancelled
Trade is Pending Approval	Alert sent when a trade is booked with Maker/Checker functionality enabled
Future Dated Trade Confirmation	Alert sent as soon as the future dated trade has been confirmed or choice of all confirmed future dated trades to be sent at the end of the day (for each product)
Future Dated Trade Cancellation	Alert sent when a future dated trade has been cancelled
Interest Posting Details	Alert is sent in real time with detail for interest payout when information is posted
Product Special Cut-Off Time	Alert sent when a special product cut-off time is entered into the system
Product Holiday	Alert sent when a product is closed due to a holiday

Money Market Funds	Description
MMF Dividend Re-capitalize	Alert sent at the beginning of the day with dividend re-capitalization details for an MMF account
MMF Dividend Cash Payout	Alert sent at the beginning of the day with dividend cash payout details for an MMF account
MMF Account Maintenance – New/Modify/Delete	Alert sent in real time when an MMF account is created, modified or deleted
Investment Policy – New/Modify/Delete	Alert sent when an Investment Policy has been created, modified or deleted
Invest Policy Breach	Alert sent when a current investment policy is breached, either by execution of a trade or future dated trade
Investment Policy Manual Override	Alert sent when a trade is entered that exceeds the current investment policy limits
Daily MMF Account Position	Alert sent at the time when end-of-day account positions have posted

MMDA	Description
MMDA Interest Re-Capitalize	Alert sent at the beginning of the day with dividend re-capitalization details for an MMDA account
MMDA Interest Cash Payout	Alert sent at the beginning of the day with dividend cash payout details for an MMDA account
MMDA Account Maintenance – New/Modify/Delete	Alert sent in real time when an MMDA account is created, modified or deleted

Tenor Based Products	
Trade Maturity Confirmation	Alert sent at the beginning of the day to notify user of trades maturing that day (for tenor products)
Trade Rollover Confirmation	Alert sent when a trade is confirmed after a trade is rolled over or choice of all rollover trades to be sent at the end of the day (limited regional availability)
Trade Early Maturity Confirmation	Alert sent to confirm a trade in which a client requests to redeem a tenor deposit before the maturity date

Included is a sample of a trade confirmation alert:



## Enhanced Reporting

### Fund Balance History Report

This report shows the daily balance with dividend details for a specified date range. The report is being enhanced to show net balance change instead of individual transactions. Individual transactions are still available in the Trade Inquiry functionality.

## **Dividend Activity Report**

This report is being enhanced to include additional detail for multiple entities, including subtotals and weighted average/totals. It will also now include the prior month's "MTD Dividend," as well as additional functionality to change the date range, making it possible to enhance information available for historical data and year-end portfolio totals.

**Global Transaction Services**  
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