MS - Marketable Securities Working Paper

Note: This document is no longer being actively updated. Please see the following link for the most up to date information. link

There are 10 marketable securities working papers. Each working paper can be used for individual broker accounts or they can be combined for one broker account where more than 50 securities are involved during the year. Each working paper can accommodate 50 securities.

Template Specific Options

Use the *sort button* to sort the securities alphabetically.

1 **Set decimals points for # units/share**

Set decimal points for # units/share

Click on the **Set the Decimal points for the # units/share** button and select the decimal places for the **units** group.
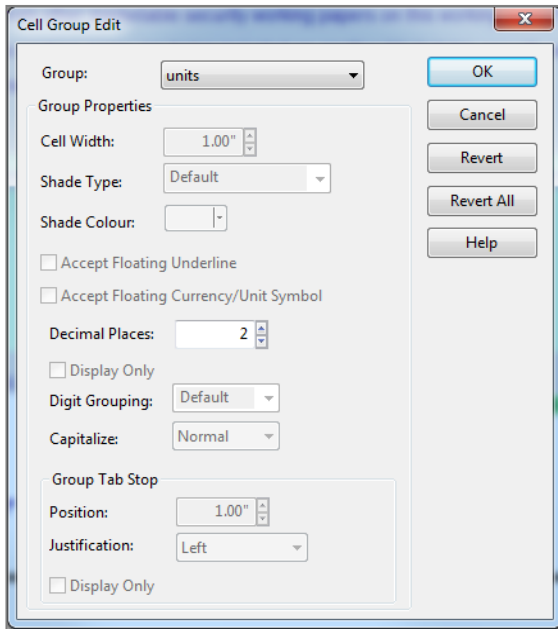
2 **Report type**

Report type: Print summaries and security details

Three **Report type** print options are available:

1) Print summaries and security details

2) Print summaries only

3) Print security details only

3

Comprehensive income

Each security can track the accumulated comprehensive income to account for differences in cost and fair market value. Set the ***Do you want to include comprehensive income*** option to ***Yes*** to enable this option.

When selecting ***No***, the ***Valuation of marketable securities*** section will appear. Select what the marketable securities is valued at using the popup menu.

Valuation of marketable securities

Marketable securites valued at cost .

> *This working paper should only be updated from the Resource Centre after a year-end close roll forward in CaseWare (i.e. opening balances only with no transaction details).*

4

Specified foreign property

Specified foreign property

Are there specified foreign properties held in this broker account? : As selected

Select ***None*** if no specified foreign properties are held. This will hide the checkbox selection for each security as well as any sections related to specified foreign property.

If specified foreign properties exist, leave the selection ***As selected*** this will give you the checkbox selection for each security which can be selected as necessary. Refer to specified foreign property for more information. This will also show any other sections related to specified foreign property.

5

Foreign exchange

When selecting **Yes**, additional fields will appear.

1) Enter the description of the broker currency.

2) Enter the description of the accounting currency (if other than **CAD$**)

6

Multiple marketable security working papers and diagnostics

You can choose to include amounts from other marketable securities working paper if the broker has more than 40 securities. Select **Yes** and check off which working papers you want to include. You don't need to follow the same process on the other working papers.

The **Are you using more than one marketable security working paper in this file** question will be automatically set the **Yes**.

1) You'll be asked whether you want to combine the balances of the broker reconciliation sections of the working paper(s) selected. If you prefer seeing each working paper's summary independently, select **No**, if you want the balances to be combined, select **Yes**.

2) When selecting the not to include amounts from other marketable security working papers, you still have the option to indicate whether you are using more than one marketable security working paper in the CaseWare file. This will remove the diagnostics from the working papers to avoid confusion. Each marketable security working paper should be set to **yes**.

Multiple marketable security working papers and diagnostics

Do you want to include amounts from other marketable security working papers on this working paper? No

(Leave on **NO** if amounts from this working paper are being included on another Marketable security working paper)

Are you using more than one marketable securities working paper in this file? Yes

Multiple marketable security working papers set to yes. Diagnostics comparing this working paper to the trial balance have been disabled.

7

Income/Payment types

Income / payment types

Income		Payments	
OD	Ordinary dividends	FT	Foreign taxes (paid)
CD	Capital dividends	O1	Other type 1
INT	Interest income	O2	Other type 2
OI	Other income	O3	Other type 3
OI2	Other income 2	O4	Other payment 4
OI3	Other income 3	O5	Other payment 5
OI4	Other income 4	O6	Other payment 6
OI5	Other income 5	O7	Other payment 7

The titles and descriptions of the Income/Payment types can be edited accordingly by typing in the description or abbreviation in the input fields.

8

Insert/delete transactions for securities

Insert/delete transactions for securities *(may also be done at the security)*

⊞⊟ Wyle's Acme Company (6 lines)	⊞⊟ Name of security (6 lines)	⊞⊟ Name of security (5 lines)
⊞⊟ Tweetie's Bird Seed Co. (5 lines)	⊞⊟ Name of security (5 lines)	⊞⊟ Name of security (5 lines)
⊞⊟ Sylvester's Cat Nip Inc. (5 lines)	⊞⊟ Name of security (5 lines)	⊞⊟ Name of security (5 lines)

Lines can be quickly added using this section. Click on the "+" to add a line and click on the "-"to remove a line for a particular security. The number of lines in a security can be seen in the brackets. Exercise care when removing lines as it is possible to ended up deleting filled in lines using this function.

Marketable Securities Highlights

Broker Summary

The top area of the marketable security working paper is used to reconcile the broker statement. Some areas pull information from the security transaction detail (denoted with a *), other information is typed in manually.

☑ **Fudd's Financial Services**   Jump ▾

Reconcile to ending cash position on broker statement

Opening cash balance	$ 2,000.00	▾ ⊕
Purchases of units/shares during the year *	(1,000.00)	▾ ⊕
Net proceeds from sale of units/shares during the year *	3,250.00	▾ ⊕
	-	▾ ⊕
	-	▾ ⊕
	-	▾ ⊕
	-	▾ ⊕
	-	▾ ⊕
Closing cash balance	$ 4,250.00	▾ ⊕

* Amounts are summarized from security groups.

Reconciled to September 30, 2013 brokerage statement.

Average monthly exchange rates

- Enter the spot rate at the end of the period in order to calculate the closing foreign and local currency amounts

- Enter the monthly rates through out the year for cash sources

☑ **Average monthly exchange rates - US$**

Spot rate for closing broker balance and closing CAD$ market value: 1.2500 Bank of Canada rates

Enter monthly rates for sources of cash (set automatically in securities based on transaction date).

January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	July 2017	August 2017	September 2017	October 2017	November 2017	December 2017
1.2500	1.1000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000

Weighted average rate must be set each year (rate resets to 1.0000 after roll forward). The rate is applied to ending broker balance and ending currency amount for each security.

Realized loss (gain) on foreign exchange

- Enter the transactions from the interest earner (paid) on cash balance and cash transfers during the year which relate to foreign sources, in order to calculate the gain (loss) on foreign exchange

- Enter the transactions from securities which relate to foreign held securities, in order to calculate the gain (loss) on foreign exchange

☑ **Realized loss (gain) on foreign exchange - US$**

Date	Description	US$	US$ EXCHG	HISTORICAL COST	CAD$	CURRENT RATE	CAD$	Realized Exchange Loss (Gain)		US$ Running bal	CAD$ Running bal
Opening bal		-		-	-		-		⊕	-	-
1/01/17	Transfer in	100.00	25.00	1.2500	125.00	1.2500	125.00		⊕	100.00	125.00
2/01/17	Purchase company A	(100.00)	(25.00) *	1.2500	(125.00)	1.1000	(110.00)	15.00	⊕	-	-
3/01/17	Sold company A	120.00	-	1.0000	120.00	1.0000	120.00		⊕	120.00	120.00
		-	-	1.0000			-		⊕	120.00	120.00
		-	-	1.0000			-		⊕	120.00	120.00
		-	-	1.0000			-		⊕	120.00	120.00
		-	-	1.0000			-		⊕	120.00	120.00
		-	-	1.0000			-		⊕	120.00	120.00
		-	-	1.0000			-		⊕	120.00	120.00
								15.00	⊕		

*The US$ running balance is either zero or negative. Historical average rate is set to the transaction rate.

Interest earned (paid) on cash balances and cash transfers during the year

- Use the checkboxes to check off which columns you want to print.

- Manually enter the interest earned or paid in each line.

- Use the **Express menu** to add more lines to the table.

☑ **Interest earned (paid) on cash balances and cash transfers during the year**   Jump ▾

Column selection Date	Interest income	Interest paid	Transfers				WP Ref
	-	-	-	-	-	-	▾ ⊕
	-	-	-	-	-	-	▾ ⊕
	-	-	-	-	-	-	▾ ⊕

Summary of disposals during the year

A summary of the disposals of the securities listed will show. Use the checkboxes above each column to print or skip the relevant column(s). Amounts are drawn from the securities details.

☑ **Summary of disposals during the year** *(this working paper only)*   Jump ▾

Column selection Name of security	#units/shares	Proceeds	Cost	Gain (loss)	Return of capital
Wyle's Acme Company	2,000.00	1,500.00	1,000.00	500.00	-
Tweetie's Bird Seed Co.	900.00	1,750.00	2,250.00	(500.00)	-
Totals	2,900.00	3,250.00	3,250.00	-	-

Summary of income/payments

Fiscal year

The summary of income / payments section allows you to reconcile by *fiscal year*.

✓ **Summary of income/payments** Fiscal year ▾							Jump ▾
Column selection ✓	✓	✓	✓	✓	✓	✓	✓
Name of security OD – Ordinary dividends	CD – Capital dividends	INT – Interest income	OI – Other income	FT – Foreign taxes (paid)	O1 – Other type 1	O2 – Other type 2	O3 – Other type 3
WP totals -	-	-	-	-	-	-	-
Column selection ✓	✓	✓	✓	✓	✓	✓	✓
Name of security OI2 – Other income 2	OI3 – Other income 3	OI4 – Other income 4	OI5 – Other income 5	O4 – Other payment 4	O5 – Other payment 5	O6 – Other payment 6	O7 – Other payment 7
WP totals -	-	-	-	-	-	-	-

Calendar year

The summary of income / payments section allows you to reconcile by *calendar year*.

☑ Summary of income/payments Calendar year ▾								Jump ▾
Column selection	☑	☑	☑	☑	☑	☑	☑	☑
Name of security	OD – Ordinary dividends	CD – Capital dividends	INT – Interest income	OI – Other income	FT – Foreign taxes (paid)	O1 – Other type 1	O2 – Other type 2	O3 – Other type 3
WP totals	-	-	-	-	-	-	-	-
Less (A)	-	-	-	-	-	-	-	-
Add (B)	-	-	-	-	-	-	-	-
Calendar year	-	-	-	-	-	-	-	-

Reconciliation to tax slips for 2013 ▾ calendar year

	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total per slips	-	-	-	-	-	-	-	-

Column selection	☑	☑	☑	☑	☑	☑	☑	☑
Name of security	OI2 – Other income 2	OI3 – Other income 3	OI4 – Other income 4	OI5 – Other income 5	O4 – Other payment 4	O5 – Other payment 5	O6 – Other payment 6	O7 – Other payment 7
WP totals	-	-	-	-	-	-	-	-
Less (A)	-	-	-	-	-	-	-	-
Add (B)	-	-	-	-	-	-	-	-
Calendar year	-	-	-	-	-	-	-	-

Reconciliation to tax slips for 2013 ▾ calendar year

	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total per slips	-	-	-	-	-	-	-	-

(A) Amounts included in fiscal year which are outside the calendar year

(B) Amounts which are outside the fiscal year which are included in the calendar year

Net gain (loss) during the year *

The *Net gain (loss) during the year* is summarized in this section. The amounts are drawn from the securities details.

☑ Net gain (loss) during the year *	$ -	▾	Jump ▾ ⊕

* Amount is obtained from security groups on this working paper.

Marketable securities summary

The Marketable securities summary compares the overall closing balance to the overall market value.

☑ **Marketable securities summary** Jump ▾

		Cost				
	Opening Balance	Purchases	Disposals	Return of Capital	Closing Balance	Market value
Ending Balance	$ 5,000.00	$ 1,000.00	$ (3,250.00)	$ –	$ 2,750.00	$ 3,150.00

Comparison of cost to market value

The Comparison of cost to market value of securities on an individual basis is available.

☑ **Comparison of cost to market value** *(this working paper only)* Jump ▾

Column selection ☑	☑	☑	☑	☑	☑	☑
Name of security	#units/shares	Cost	Opening Accum. OCI	Current year OCI	Reclassification of realized gains (losses)	Closing Accum. OCI	Market value
Wyle's Acme Company	3,000.00	1,500.00	150.00	416.67	66.67	500.00	2,000.00
Tweetie's Bird Seed Co.	100.00	250.00	–	(175.00)	–	(175.00)	75.00
Sylvester's Cat Nip Inc.	500.00	1,000.00	–	75.00	–	75.00	1,075.00
Totals	3,600.00	2,750.00	150.00	316.67	66.67	400.00	3,150.00

Specified foreign property

This section summarizes information required for specified foreign property.

- For each security that qualifies as specified foreign property check off the box under the security name. Enter the country code. This information is transferred to the **specified foreign property** section.

☑ **Specified foreign property** *(this working paper only)* Jump ▾

Column selection ☑	☑	☑	☑	☑	☑	
Name of security	Country code	#units/shares at year end	Cost at year end	Maximum cost amount during the year	Maximum fair market value during the year	Gain (loss) during the year
Wyle's Acme Company	USA	3,000.00	1,500.00	2,500.00	1,555.65	500.00
Tweetie's Bird Seed Co.	AUS	100.00	250.00	2,500.00	1,000.00	(500.00)
Sylvester's Cat Nip Inc.	USA	500.00	1,000.00	1,000.00	750.00	–
Totals		3,600.00	2,750.00	6,000.00	3,305.65	–

☐ **Specified foreign property - summary of income/payments** *(this working paper only)*

Securities details

☑ **Wyle's Acme Company** — Reset | Jump ▾

☑ Specified foreign property
Country code: **United States USA** ▾
Maximum cost amount during the year: $2,500.00
Maximum fair market value during the year: $1,555.65

- Right- click on the **_Express menu_** to sort by country code or to insert a subtotal.

Securities Details

1

Specified foreign property

☑ Specified foreign property

If the option in the marketable securities options is set to **As selected** a checkbox will appear for each security. Check off the checkbox to select securities that are specified foreign properties. This will enable the section related to specified foreign properties.

2

Transaction

Enter the transaction details. You can insert a transaction or return on capital line by using the **_Express menu_** (⌐) menu options.

3

Income/ (Payment) type

Select the income or payment type once you've entered the income or payment amount for the transaction. This will populate the relevant tables and will pull through to the broker summary.

4

Average cost base

Avg cost base
0.333333
0.500000
0.500000
0.500000
0.500000
0.500000

Calculates the average cost per shares based on the # units / shares purchased and the purchase cost (return of capital).

5

units/ shares running balance

units/shares
running balance
4,500.00
5,000.00
3,000.00
3,000.00
3,000.00
3,000.00

Indicates the number of shares at the point of transaction.

6 Summary

Ending balance	# units/shares		ACB		Ending Cost		Market value	
	3,000.00	$	0.500000	$	1,500.00	$	2,000.00	

Other Comprehensive Income (OCI)	Opening Accum. OCI		Current year OCI		Reclass realized Gains (losses)		Closing Accum OCI	
	$ 150.00	$	416.67	$	66.67	$	500.00	

Disposals	# units/shares		Proceeds		Cost		Gain (loss)	
	2,000.00	$	1,500.00	$	1,000.00	$	500.00	

Income					INT - Interest income		OI - Other income	
					$ 130.00	$	120.00	

Each security reports the ending number of shares, ACB, and ending cost. The security title, ending cost, and market value (input cell) can be automatically transferred to a note within the financial statement template. Foreign exchange and comprehensive income information can also be displayed in the security summary area if these options have been selected in the template options area.