Winbond-E 4.2b

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Winbond-E Features

WINBOND-E is a program to track and valuate United States Savings bonds. **WINBOND-E** contains the following features:

- -Add and maintain bond information for Series E bonds.
- -Valuation of bonds using the rates published by the Department of the Treasury.
- -Printed reports or ASCII report files, with user defined sort options.
- -Export tool for user defined ASCII output files for other program interfaces.
- -Special interface options for Quicken.
- -Option to include bond owner data.
- -Maintain sell data for bonds and provides reports on interest received.
- -Maintain multiple files, if desired, of bonds.
- -Import capabilities to convert from ASCII files or reports.
- -What-if capabilities to project bond values into the future.
- -Department of Treasury redemption tables are updated when they change.
- -No fee upgrades. Once registered, updates from BBS's are valid for all registered users.
- -Registered users also receive Winbond for Series EE bonds.

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Feel free to contact the author for any questions, requests, changes or enhancements to the system.

General

To begin **WINBOND-E**, choose FILE from the menu, and then choose OPEN. This option must first be selected before using any other option except maintain rate tables. After selecting FILE, a file box will appear with any existing bond files. Choose the bond file you wish to use or choose New File to create a new file. If New File is selected, you will be asked to enter a file name. Any valid DOS filename can be used. (The extension EBD is automatically provided on all bond files). Once the file is selected, the bond maintenance panel is displayed with the first bond displayed, if any. From this panel, you can perform any <u>Bond Maintenance</u> desired. Choose CLOSE FILE to close current file and choose another file to process.

The upper right corner of the bond maintenance panel shows the redemption month and year for the current rate tables. If these are not current, then the rate tables need to be updated. See <u>Table Maintenance</u> for further information.

Once a file is selected for processing, Report menu option or the <u>Import</u> or <u>Export</u> option from the Options menu can be selected. Any reporting or importing done will use the current file selected. See <u>Reports</u>.

Owner information can be maintained on the <u>Add Owners</u> panel and assigned to bonds on the <u>Assign Owners</u> panel.

Help can be selected at any time by choosing HELP from the Menu option or selecting the F1 key. If the F1 key is selected, help will begin at the section appropriate to the current panel.

After all processing is completed against the bond file, choose CLOSE file to close the file and save any changes.

<u>Technical Information</u> Technical information on application.

<u>Shareware Concept</u> Shareware information.

Registration Registration information.

Technical Information

The following files are included in the software:

WINBONDE.EXE

WINBONDE.RAT - Redemption tables

WINBONDE.HLP - This help file

WINBONDE.OWN - Bond Owner file - Created at run time.

GRID.VBX - This file can be kept in the winbond directory or put in the WINDOWS system directory. It is recommended that it be put in the WINDOWS system directory which makes it available to other applications needing it.

VBRUN300.DLL is a required file that is present in your WINDOWS system directory.

Addional files that can be created during processing:

xxxxxxxx.EBD This is the bond file with your bond information. "xxxxxxxx" can be any valid DOS name you desire. Multiple EBD files can be created and maintained.

xxxxxxxx.ASC This file is an ASCII report file of redeemable bonds corresponding to the EBD file.

This filename and directory can be changed.

xxxxxxxx.SLD This file is an ASCII report file of sold bonds corresponding to the EBD file

This filename and directory can be changed.

WINBONDE.SEC This file only exists if the registration code has been provided.

WINBONDE.USR User configuration file. WINBONDE.US1 User settings for export.

Other files which may be included:

ORDER.TXT VENDOR.TXT READ.ME LICENSE.TXT

These files may be deleted from a registered version.

If you are upgrading to a new version, only the following files need to be replaced unless there is special instructions in the READ.ME file:

WINBONDE.EXE WINBONDE.RAT WINBONDE.HLP

To backup your WINBOND-E files, you can backup up the entire WINBOND-E directory or

backup up the EBD, OWN, USR and SEC files.

The BACKUP option from the menu will backup your files if you wish. This panel also show the date of the last backup. Select the drive letter from the box or enter a drive followed by a ":". You can backup data files or data files and program files by selecting the appropriate option. Then select the BACKUP button. After backup is complete, you can either exit or remain in the program.

Upgrade History

Version 4.2b Updated export for Quicken interface.
Updated calculations for interest/purchase price in export.
Added \$75 bond.

Version 4.2a Updated calculations for interest and purchase price.

Version 4.2 Initial release
Rate release for November, 1994 through April, 1995.

See Registration for additional information on version history.

Shareware

The ShareWare Concept

The ShareWare concept is an attempt to provide software at low cost. The cost of offering a new product by conventional methods is very high, and hence prevents many independent authors and small companies from developing and promoting their ideas. ShareWare is an attempt to develop a marketing channel where products can be introduced at low cost.

If the ShareWare concept works, then everyone benefits. The user will benefit by receiving quality products at low cost, and by being able to test the software before purchasing it. The author benefits by being able to provide commercial software without first needing large sources of capital. But it can only work with your support.

Unregistered use of **WINBOND-E** after the 30-day evaluation period is in violation of federal copyright laws.

Registration Registration information.

Registration

To register **WINBOND-E**, sent a check or money order for \$15.00 made payable to Bob Stech. Payments must be in US dollars drawn on a US bank, and should be sent to:

Bob Stech 5454 Kellogg Ct., Willoughby, Ohio 44094.

Under the Help option on the menu is an on-line registration form which can be filled out and printed or the file ORDER.TXT can be printed and filled out.

When payment is received you will receive a special serial number with which you can register your software. This serial number will also enable you to load future versions of this software without additional fees. This means that you can get updated Redemption tables and future versions of the software for no additional registration cost by obtaining the release with the new rates. These new releases with the updated redemption rates should be obtainable from the same source that this release was received.

REGISTERED USERS can also send for an updated version by sending \$5.00 to the above address. You will receive a disk with the latest release and redemption rates. Your software will be automatically registered by keeping the WINBONDE.SEC file or re-registered with the same serial number originally used to register this software. New rates will be available by mid-MAY and mid-NOVEMBER

If you have an old version and wish to register AND receive an update at the same time, send \$18.00 to the above address.

You can identify the release number to the redemption dates as follows:

WBE42 Redemption covers 11/94 through 4/95

WBE42A Program update

WBE51 Redemption conver 5/95 through 11/95

Releases with new redemption rates will be available for shipping in mid-May and mid-November.

With your registration you will also receive WINBOND for Series EE bonds.

Bond Maintenance

After a bond file is opened the bond maintenance panel is displayed. The following elements and their function are include on this screen:

Serial number list (upper left corner) - Select the bond to be viewed. Use the arrows to scroll through the list to find the desired bond.

View mode (middle right) - Choose NORMAL mode to view only bonds that are unsold. Choose SHOW ALL mode to show all bonds, both sold and unsold. If a sold bond is displayed the sell box with the bond sold information will be displayed.

Issue Month (middle left) - Highlited button indicates bond issue month.

Issue Year (middle middle) - Highlited button indicates bond issue year.

Bond Denomination (middle right) - Highlited button indicated bond denomination.

Sell Box (middle right) - Displayed only if the bond is sold or the SELL button is selected. See SELL Bond for contents of this box.

Once this panel is displayed, the ADD, CHANGE, DELETE, or SELL buttons can be selected if they are enabled. See additional individual topics below.

The mesage box at the bottom will display appropriate directions or error messages.

Select CLOSE file to close current bond file to select another bond file or exit program.

Add Bond - Add bonds to file
Change Bond - Change existing bond.
Delete Bond - Delete bond
Sell Bond - Sell bond

ADD Bond

The ADD bond will be the only button available if no bonds are on the current file. After selecting the ADD button, the following data must be entered:

Bond serial number Bond issue month Bond issue year Bond denomination Bond owner(optional)

The issue month, issue year, and denomination will be preset based on the lastest bond on the file if the Auto Advance option is ON. For example, if you purchase a bond through payroll deduction each month, when you are adding these bonds each month, only the serial number will have to be entered. The other bond fields should already have the correct setting. If Auto Advance option is OFF, bond field settings will remain at last bond displayed.

Bond owner field is optional. If bond owners are not used, this field will be blank. Otherwise, click on the arrow new to the bond owner name to see the list of owners. Select the correct owner with the mouse.

Select the UPDATE button after data is selected.

Audits will be performed on the data as it is entered and appropriate error messages will be display. Bonds are checked for valid issue month and year against denomination, valid month for year, etc. Choose the ADD BOND button to add the bond.

To add owner information about the bond, use the <u>Add Owners</u> panel and the <u>Assign Owners</u> panel.

After the bond is added, it will appear in the serial number list box. New bonds will appear at the end of the list.

Change Bond

If a bond is display, the CHANGE button will be enabled and can be selected. The currently selected bond can then be changed. The following fields can be changed:

Bond serial number Bond issue month Bond issue year Bond denomination

Note: To change bond owner, use must use the Assign Owners panel.

Also, if the bond is sold, the sold box will be displayed and this data can be changed:

Sell month Sell year Sell amount

Select the CHANGE button after data is changed.

To UNSELL a bond, change both the sell month and the sell year to 0 or blank.

Delete Bond

Select the DELETE button to delete the current bond. The DELETE button at the bottom right will be displayed. Select this button to continue delete. An additional confirmation message box will be displayed. Select ok or cancel. Deleted bonds cannot be deleted, but can be readded.

Sell Bond

Select SELL button to sell a bond. Sold Bonds can be tracked if desired and sold interest by year will be maintained. After the SELL button is selected, a sell box will appear on the right of the screen. Enter the sell month, hit TAB, enter the sell year, hit TAB, and enter the sell amount. If the bond is sold during for the current tables, the sell amount will be calculated and displayed. Change this amount if desired. The interest earned will be calculated in any case. Select SELL to update the file.

Sold bonds can be unsold. See CHANGE BONDS. Sold bonds can be viewed by selecting the SHOW ALL mode on the maintenance screen or by viewing the Sold Bond report.

Reports

Reports option can be selected once a bond file has been selected. A menu will appear which show the options available. Select the option desired and click on the GO button. If no records for the particular type of report are available, an error message will be shown.

The first four options are VIEW options, meaning the report will be displayed on the screen. The next two options are to create ASCII report files which can be printed from DOS or imported to a word processor for printing. The last three options are for printed reports.

The following reports are available:

<u>Bond Value Report</u> shows the redemption value of each bond on the file. This report is available on-line, as an ASCII report file, or as a printed report.

<u>Interest Report</u> shows the interest earned on each report. Available on-line or as a printed report.

<u>Sold Bond Report</u> shows the interest received on sold bonds. This report is available on-line, as an ASCII report file, or as a printed report.

<u>Future Value Report</u> show projections of bond value for 20 years.

<u>ASCII Report File</u> creates an ASCII file which can be imported into a word processor or printed. Available for the Bond Value or Sold Bond Reports.

For the Printed Bond Value Report, Interest Report, and the ASCII Bond File, specify the months to print on the displayed list box. From 1 to 6 months, or no months at all, can be highlited to be included.

See User Options to specify sort options and filenames for the above reports.

Bond Value Report

Available on-line or as a printed report. Sort options are on date, serial number, denomination or owner, either ascending or descending. If owner is the sequence, owner name will be displayed on the first line before the owners bonds and the sub-total will be printed after the last bond. On the printed report, all owner information is printed. Bond purchase price is printed based on option set on User Options panel.

A line is displayed for each bond on the file. Bonds are displayed in order specified on the User Options panel. The redemption value based on the current redemption tables in the system will be displayed.

"No Value" means the bond is not yet available for redemption. "No Table" means the bond date is outside the redemption tables.

Use the scroll bars on the right to view all bonds. At the bottom of the panel are totals for each redemption month for all bonds on the file.

Bond totals may or may not include purchase price for those indicated by "No Value" or "No Table". This option is specified on the User Options panel.

See <u>User Options</u> to specify sort options, totaling option and font selection for printed reports.

Interest Report

A line is displayed or printed for each bond on the file. Bonds are displayed in the order specified on the User Options panel. The interest earned based on the redemption value for the current redemption tables in the system will be displayed. Bond purchase price is printed based on option set on User Options panel.

"No Value" means the bond is not yet available for redemption. "No Table" means the bond date is outside the redemption tables. This value is printed as blank on the printed report.

Use the scroll bars on the right to view all bonds. At the bottom of the panel are totals for each redemption month for all bonds on the file.

Interest totals include only those bonds for which interest is calculated.

Sold Bonds Report

The Sold Bond report, available either on-line or in a printed report, includes all bonds which have been sold. Bonds are displayed in sell date order and the sell price and interest earned are shown. A sub-total line is shown for each year for which a sold bond exists.

If the Owner Information option is ON, this report will be sorted by owner, with owner name and sub-totals.

Future Value Reports

The Future Value Report is a series of calculations to project what the value of the current bonds will be for the next 20 years. The current bond file values for the current redemption months is the starting point and interest is added for each month for the next 20 years. Interest rate used for the calculations is the guaranteed minimum interest rate published by the Departement of the Treasury and varies according to the issue date of the bond. See Maturity Data panel.

ASCII Report Files

The ASCII Bond Report file is an ascii file created with the same information as the Bond Value Report. The default name of the file is the DOS name of the bond file with a default extension of ASC. This file is put in the default directory if not otherwise specified on the User Options panel. This file can be printed or imported to a word processor for printing. Sort options and totaling options specified on the User Options panel apply to this report.

The ASCII Sold Bond Report file is an ascii file created with the same information as the Sold Bond Report. The default name of the file is the DOS name of the bond file with a default extension of SLD. This file is put in the default directory if not otherwise specified on the User Options panel. This file can be printed or inported to a word processor for printing.

Special Options

To use the import/export options for Quicken, see <u>Setting up a Quicken interface</u>.

<u>Import</u> Import File allows any ASCII file or report to be loaded into the WINBOND-E system. This could be an easy conversion from an existing system.

<u>Export</u> Export screen allows custom creation of an ASCII file for import into other programs, such as spreadsheets or financial packages.

<u>Tables</u> Table Maintenance Table Maintenanace allows for adding or changing the existing tables used by WINBONDE for calculation of bond redemption values. These tables are published by the Department of Treasury approximately every 6 months. See Registration section for details on how these tables can be provided to you.

<u>User Options</u> User options allow setting up of default values for sort fields, totaling options, font selection for printed reports, and default path and filenames for ASCII report files.

Import

Import allows for the automatic conversion of any existing ASCII file to be loaded into the WINBOND-E system, allowing for an easy conversion from an existing system. If you have an ASCII file or your current system has an option to create an ASCII file or report to disk, this file can be loaded into WINBOND-E. The following steps can be taken to import this file:

1. Create the ASCII file or report to be converted from your existing system. This file can be stored in any directory.

Note: Some applications, such as Microsoft EXCEL, save text files with Tab delimeters rather than spaces. The file will look ok if viewed with some viewers. These files cannot be imported in this format. Use a text editor (the edit program that comes with DOS works) to re-save the file and replace the tabs with spaces. Check the column numbers again after saving.

- 2. Select the EBD file to be loaded on the main panel. This file may be a new file or import will add to an existing file.
- 3. From OPTIONS menu, select IMPORT. The WINBOND-E import panel will be displayed. The EBD file selected on the main menu will be displayed in the IMPORT TO box.
- 4. Select the file to be converted. Select Drive, Directory and File. The file to be imported will display in the IMPORT FROM box. If this file is not correct, choose CLOSE file and reselect the file.
- 5..After file is selected, enter starting and ending *positions* corresponding to the input file for the following fields: Use TAB to move from one column to the next. Use TAB after last column number is entered to activate IMPORT button.

Serial number

Bond Denomination - \$ will be ignored Issue Month - either numeric (1-12) or alpha (JAN,jan, or Jan) is acceptable. Issue Year - 2 or 4 digit year.

6. After all fields have been entered correctly, the IMPORT button will be enabled. Click on the button to start the import process. The input records will be displayed at the bottom of the panel as they are processed. Bonds to be added will be audited against the normal add criteria as they are processed. If an invalid bond is found, a message will be displayed and the CONTINUE and NON-STOP buttons will be display. Select CONTINUE to proceed. Selecting NON-STOP will process the entire file without stopping at errors. After import is complete, the number of records added and rejected will be displayed. NOTE: If you are converting from a report, expect errors on title lines, headings, blank lines,

NOTE: If you are converting from a report, expect errors on title lines, headings, blank lines, summaries, etc.

7. Select EXIT to return to main panel.

Tables

Table Maintenanace allows for adding or changing the existing tables used by WINBOND-E for calculation of bond redemption values. These tables are published by the Department of Treasury approximately every 6 months. See <u>Registration</u> section for details on how these tables can be provided to you.

<u>View Rates</u> Inquire into the redemption tables by bond issue month and year.

<u>Change Rates</u> Change rates for current year displayed.

<u>Change Redemption Month</u> Change redemption month when new tables are published.

User Options

The User Options panel allows you to override the defaults options for reporting and save these options for future use so they do not have to be changed each time.

The following options apply to the Bond Value report (view, ASCII, or printed), and Interest report:

Sort field - indicate date, serial number, denomination, or owner. Sort sequence - either ascending or descending.

The following option applies to the Bond Value report(view, ASCII, or printed):

Include or not include purchase price for bonds which are not yet redeemable in the total line.

The following option applies to the Bond Value report(ASCII, or printed), and the Interest Report:

Include or not include a column for purchase price for bonds.

The following options apply to the printed reports:

Font - Select the font to use for the printed reports. Font size - Select the font size to use for the printed reports.

You may have to experiment with the different fonts and sizes available on your system to find the best option. For an 8 1/2 by 11, try the Courier font with font size of 8. If you select a font that uses proportional spacing, results may vary. Use a fixed spaced font like Courier.

For the ASCII reports, you may specify the directory path and file name for the file that is created.

Owner Information ON/OFF. Select this box to activate or deactivate using owner information. Before setting this option on, you will be required to enter at least one owner on the ADD OWNER panel. This option must be on in order to select the Owner sort sequence. Also, setting this option ON causes the Sold Bond report/file to include owner information. This option may be turned off and on as desired, even if bond owners have been entered.

Auto Advance ON/OFF. Select this box to activate of deactivate the auto advance of issue dates for new bonds. If Auto Advance is ON, then issue date/year is advanced one month from latest bond on file when the ADD button is selected. If OFF, then issue month/year remains at current setting.

Colors for some of the panels can be modified by using the Color box. Select the foreground and background colors to use. A sample of the color combination is shown above the selections.

After setting options, select the SAVE button. This will save your options in a file named WINBONDE.USR.

You must select save before using any new options or the old options will still be used.

View Rates

Rates are displayed for each issue month for one issue year for each of the six redemption periods available. The issue month and year is displayed down the left side of the panel and the redemption periods are displayed across the top. Match the issue year and month on the left column and the redemption month and year on the top to get the current bond value. Redemption values are for face values of \$25 bonds for Series E. Multiply the rate shown for the redemption period by bond face value divided by 25.

To view rate for another issue year, find year in the issue year box and click on the year desired. Click on the arrow in the issue year box to display other years available for viewing.

Change Rates

To change rates for an issue year, display the issue year and choose the UPDATE RATES button. The panel will change to update mode and you can TAB through and change the desired values. After rates are updated, choose the SAVE FILE button to save the changes. Choose CANCEL to cancel the change.

Note: All rates for all years need to be changed for whenever there is an update to the redemption month and year values. See <u>Registration</u> for information on how to get updates to the rate tables.

Add Year

To Add a new issue year to the rates file, choose ADD NEW YEAR. Enter values and use TAB to go to the next field. After all rates are entered, use SAVE FILE to update rates file.

Enter *(asterisk) and use TAB to repeat values.

Note: All rates for all years need to be changed for whenever there is an update to the redemption month and year values. See <u>Registration</u> for information on how to get updates to the rate tables.

Change Redemption Month

Change redemption months whenever new rate tables are issued and the new rates will be updated into the rates files. Select CHANGE REDEMPTION MONTH to change these values. You will be prompted for the new starting month and year for the redemption tables. You can cancel this process by selecting cancel at any time.

Note: All rates for all years need to be changed for whenever there is an update to the redemption month and year values. See <u>Registration</u> for information on how to get updates to the rate tables.

Add Owners

The Add Owners panel is accessed from the Utilities panel. At least one owner must be added before the Owner Information ON option can be activated on the User Options panel. Owners can be assigned to bonds on the <u>Assign Owners</u> panel.

To add an owner, select the **ADD** button and enter the following fields on the panel:

Owner Name

Owner Social Security Number (with dashes)

Owner Address, City, State, and ZIP

Indicate Co-owner or beneficiary and name and social security number.

Select the **SAVE** button after entering the data.

To view the different owners, use the **NEXT** and **BACK** keys. To change owner data, key over the displayed data and select **SAVE**.

After owner data is entered, activate the owner option on the User Options panel.

Assign Owners

The Assign Owners panel is used to assign owners to bonds on the file. Before this panel is available, the Owner Information ON option must be selected on the User Options panel and a bond file must be opened. Initially, all bonds will be assigned to the first owner entered on the Add Owner panel.

To change owners, click on the line to be changed and a box will be displayed. Click on the arrow to view all available owners. Click on the desired owner and the record will be updated. Use the **SAVE** button after all changes have been made.

See the Reports section to see reporting options with bond owners.

Export

The Export panel can be used to create an ASCII file to import to another program. A Custom or specialized interface file can be created. If a Custom interface is selected, any fields on the screen may be selected for export. If a specialized interface is requested, the exported to application must be set up according to the recommended procedure, specified in this documentation.

To set up an export to Quicken, see <u>Setting up a Quicken interface</u>. To export prices to Quicken, see Exporting prices to Quicken.

Interface types:

Custom - design your own file. Select the desired fields and sequence by selecting the options. **Quicken Standard** - this file will output a price record for each bond to export to Quicken. Quicken securities must be set up according to the recommended procedure. If an alternate procedure was selected, then some options on this panel should be changed.

Quicken Special - this file will contain a price update for each month. Price file will contain exact prices for each period starting with 1941. Quicken securites must be set up with the *Eyyyymm* symbol format. No bond file is required to create this file. A record is created for each issue month/year for the redemption period indicated in the months box. Redemption month can be changed. All other fields on panel are ignored for this request. All records will be input into Quicken but only those month where a bond was purchased will a price update be made.

Fields to be exported box:

Select up to six fields to be included on the file:

Serial# Bond Serial Number
Month Issue Month and Year
Denom Bond Denomination

Value Bond Value for months specified in months box.

Interest Enterest earned for months specified in months box.

Date Date from date box.

As fields are selected, they are assigned a sequence number. This is the order of how the fields are printed on each record. Use the sequence button to the right of the fields to specify the sort order of the file. Only the first three fields listed above can be the sort sequence. Under the fields, specify whether the key field should be sorted **ascending** or **descending**. The **CLEAR** button will clear fields in this box.

If other than Custom interface is selected, the fields needed will automatically be filled in. Quicken Special needs no fields from this box.

Months to print box:

Indicate which month values or interest to include. None or up to all month can be selected. If the fields Value or Interest are not selected as fields to be included, any selections in this box will be ignored.

If a interface other that Custom is selected, only one month is permitted to be selected. If the automatically selected month is changed, the date will be updated.

Field delimeters

Field delimeters can be specified to be spaces, tabs, or commas. If spaces is selected, 2 spaces are used to seperate the fields.

Special options

Share value can be selected if field Value is selected. This field will make the value field print as the redemption value for a \$50 bond, which was entered as a purchase price of \$18.75, regardless of the bond denomination. Field Interest cannot be selected is Share value is selected. This option is checked for the recommended Quicken interface. If actual purchased price is entered into portfolio's with shares of 1, turn this option off.

Use serial number or Eyyyymm format box. This is for the Quicken interface. If serial number is used as security symbol, use serial number. If Eyyyymm format is used for security symbol, use this option. Clicking on this option will toggle it between the two options.

The File Name box indicates the directory and file name for the ASCII file.

The **Date box** is the value printed for field date if this field is selected. This field is not audited and can actually contain any data. However, when options are saved, only a valid date will be saved

After all selections are made, select the **EXPORT** button to create the file.

To save these settings for future use, select the **SAVE** Setting button. A file name WINBONDE.US1 is created to store these settings.

Maturity Data

Maturity Data is intended to give you some idea of the current interest rates that your bonds are earning. This can serve as a guide when determining which bond to sell if you are going to sell some. This table must be changed monthly to account for the bonds which mature each month and enter a new maturity period and thus, a new guaranteed interest rate.

For example, all bonds which enter a new maturity period beginning March, 1993 and after will renew at a guaranteed rate of 4.0%. Some bonds are still earning 7.5%. If you are going to sell a bond you might want to determine what it's current rate is and decide which bond to sell based on this information. Some bonds have reached their final maturity and will not receive any additional interest.

Setting up an interface to Quicken.

Winbond-E can create an export file to update bond prices in Quicken each month. To see examples of screens, see <u>Sample Quicken interface screens</u>. With the recommended setup in Quicken, Winbond-E can also send prices to Quicken without having any bond data in Winbond-E. See <u>Using Winbond-E for Price Data only</u>.

The recommended procedure to set up Quicken is as follows. There are some alternate ways which will be mentioned later:

- 1. Create an investment account with a description such as Savings Bonds. All bonds will be put into this investment account.
- 2. For each bond, a security must be established. The security name and symbol are keys to the interace. The security name should be the bond serial number. The symbol should be set up as follows:

Use format Eyyyymm, where yyyy is the year and mm is the month of the bond issue.

3. Add each security to your savings bond investment account. The date should be for the month of the bond issue. Transaction type can be *ShrIn*. The price/shares should be set up as follows:

Set price equal to \$18.75 and shares equal to purchase price divided \$18.75. \$18.75 is the base price from which the Treasury Department calculates all bond values. For example, for a \$25 savings bond, enter \$18.75 for price and 1 share; for a \$50 bond, enter \$18.75 for price and 2 for shares; for a \$100 bond, enter \$18.75 for price and 4 shares.

- 4. As new bonds are purchased, a new security should be set up and added to your investment account.
- 5. Set up the new bond in Winbond-E. This can be done by entering the new bond directly in Winbond.

With the above setup, you will be able to do the following:

•Create a file from Winbond-E to load new bond prices into Quicken each month by simply clicking on the standard Quicken price file settings, selecting the create file button, and then importing these prices into Quicken.

Winbond-E can also be used to create import price files for Quicken even without loading any savings bonds into Winbond-E. See <u>Using Winbond-E for Pricing data only</u>.

To import prices into Quicken, see Exporting prices to Quicken.

Altenate methods to set up Quicken interface:

- •Use bond serial number for symbol in security. If using this method, then do not use the Eyyyymm format on the Special Box in the Export screen.
- •Use actual purchase price for price and 1 share when adding the security to the investment account. If using this method, then do not use the Share Values in the Special Box on the Export screen.

Exporting prices to Quicken

To set up Quicken and Winbond-E for importing/exporting, see <u>Setting up a Quicken interface</u>. To see examples of screens, see <u>Sample Quicken interface screens</u>.

The procedure will step you through the steps needed to update prices into Quicken.

In Winbond-E: (create the price file)

- 1. Open the bond file.
- 2. Select the Export function from the Options menu.
- 3. Click on the Standard Quicken interface button.
- •In the *Months* box, change the month for price values if desired.
- •Check file name for export file name. This can be changed if desired.
- Note: In the *Special* box: Uncheck *Use Eyyyymm format* box if you used the serial number for the security symbol. Uncheck **Share Values** box if you used actual price for price and 1 share in account.
- 4. Select the **SAVE** option to save these setting for future use.
- 5. Select the **EXPORT** option to create the file.

In Quicken: (import the price file)

- 1. Start Quicken.
- 2. Select your savings bond account.
- 3. Select the Port View.
- 4. From the FILE menu option, select the Import Prices option. (Note: this option will not show up until you are in the portfolio view)
- 5. Enter the path and name of the Winbond export file created from Winbond.
- 6. Select OK.

Using Winbond-E for Quicken price data only

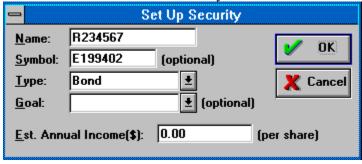
To use this procedure, Quicken savings bond account must be set up according to the recommended method described in <u>Setting up a Quicken interface</u>.

Winbond-E can create a price file for Quicken without any bond data. This file is created on the Export panel. Winbond-E will create a price for each issue month and year with the *Eyyyymm* symbol format for the selected month. This file can be imported into Quicken. Only prices for those securities with matching symbol will be updated.

On the export panel, select the Quicken Special interface button to setup the export fields. Change the month if desired. Check the date and file name. Select the EXPORT button. Import this file into Quicken as described in the Exporting prices to Quicken section.

Quicken interface screen examples

This is an example of how to set up a security for a bond. A security should be set up for each bond. Notice the format of the symbol.



This is how an investment account will look after 2 bonds have been added. The first bond has a denomination of \$50 and the second \$100.

Date	Action	Security Memo	Price	Shares	Amount	Clr	Cash Bal
1/3/94	ShrsIn	R123456	25	1	25 0		0 00
2/1/94	ShrsIn	R234567	25	2	50 0		0 00

This is a portfolio view of the savings bond investment account after prices have been imported. Note that this view must be showing before the Import Prices menu item will be available.

Security	Sym	Mkt Price		Shares	\$ Invested	\$ Return	Mkt Value
R123456	E199401	25.840	†e	1.00	25.00	0.84	25.84
R234567	E199402	25.760	re	2.00	50.00	1.52	51.52

This is the screen for import prices.

