Bloomberg
Getting Started
User Guide
Bloomberg User Guide

1) Getting started, login ............................................................................................................ 3
2) Select an Equity ..................................................................................................................... 4
3) Company Information ........................................................................................................... 5
   a) Security Description (Company background) ................................................................. 5
   b) Financial Analysis (Financial Statement) ........................................................................... 6
   c) Annual Report ................................................................................................................. 7
   d) Share Price Table .......................................................................................................... 8
   e) Share Price Graph ......................................................................................................... 9
   f) News .............................................................................................................................. 10
4) Hang Seng Index .................................................................................................................. 11
5) World Equity Indices .......................................................................................................... 12
6) Funds & Unit trust ............................................................................................................. 14
7) Bond, Floating Rate Note (FRN), Certificate of Deposit (CD) ........................................... 15
8) Treasury Bill or Note issued by Government ...................................................................... 17
9) World Government Bond Market ..................................................................................... 20
10) London Inter-Bank Offer Rates (LIBOR) .......................................................................... 21
11) Hong Kong Interbank Offered Rate (HIBOR) ................................................................... 23
12) Exchange Rate ............................................................................................................... 26
13) Prime Rate .................................................................................................................... 28
14) Economic Statistics ......................................................................................................... 29
15) Help .................................................................................................................................. 31
1) Getting started, login

First of all, double click the green Bloomberg icon on the desktop.

Input the login detail. The login id is “LLINGNANUNIV”, password is “FB”.

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![Bloomberg Icon Image]

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![Login Screen Image]
2) **Select an Equity**

If you know the stock code:
- e.g. Cheung Kong Holdings (001)
- type in: 1 HK

If you know the name only:
- just type in the name
- e.g.
  - you will see a list of equities, select the appropriate one. A company may list in more than one exchange.
3) **Company Information**

Then you will see a list of items that you can choose from the main menu.

- **Security Description (Company Background)**

  Security Description, e.g. Company profile, Financial Ratio, Listed stock exchange of the equity, Market Capitalization, Share Outstanding (share issued), Auditor, etc.

  Type DES
b. Financial Analysis (Financial Statement)
Financial statement, e.g. Income statement, balance sheet, cash flow statement, ratios, etc.

Type FA

Select different items under different tabs.

Select **Output** to export to Excel.
Remember to Select all cells and copy and paste as value in Excel.
# Annual Report
Company's Annual Reports, Prospectus, SEC Filings, etc.

## Share Price Table
Current and Historical Share Price in table format.
d. Share Price Graph
Current and Historical Share Price in graph.

Type GP

![Share Price Graph]

---

e. News

Type CN

![News]

---

Top
4) **Hang Seng Index**

Type HSI for historical price table or GP for historical graph.

---

**Historical Information:**

- **At:** 14:27.74
- **Change:** +97.79
- **Open:** 23673.02
- **High:** 23736.02
- **Low:** 23621.95
- **Prev:** 23580.43

---

**Recent News:**

- "Is China growing too fast?"

---

**Current Chart:**

- Price: 23678.42
- Change: +97.79
- Open: 23673.02
- High: 23736.02
- Low: 23621.95
- Prev: 23580.43

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**Recent News (cont.):**

- "Theoilia Buys Breeze Two Energy in Germany, Doubling Capacity"
- "BPA 14:41: Poland Press - Top Business Headlines"
- "BF 14:40: China Metal Recycling Says Glarus Claims 'Wholly Unfounded'
- "BSE 14:40: NEPTUNE EXPORTS LTD. - Financial Results & Limited Review for"
5) **World Equity Indices**

Type **WEI**

There will be a list of major indices by region.

Type **3** for Asia Pacific region

Type **HP** for historical price table or **GP** for historical graph.

Select 3 for Asia Pacific region.
Select 5 for Nikki 225 of Japan Stock Market.

Type HP for historical price table or GP for historical graph.
6) Funds & Unit trust

Type the name of the funds then press

Select category 13 and you will see a list of funds, select the one you want.

Type HP for historical price table or GP for historical graph.
7) Bond, Floating Rate Note (FRN), Certificate of Deposit (CD)

Press TK and type **TK** then the issuer name, just put in the first one or two words.

e.g. **TK MTR**

Select the appropriate issuer, then you will see a list of bonds.

Select the appropriate one according to *coupon rate &/or maturity*
Type **DES** for the details of the bond.

Type **HP** for historical price table or **GP** for historical graph.

If you know the code likes ISIN, CUSIP, SEDOL, etc.

e.g. type **ID** USG1964UAA63
8) Treasury Bill or Note issued by Government

a) Bonds with a particular rate and maturity

Select a country

United States

<table>
<thead>
<tr>
<th>Ticker</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>U.S. Treasury Bill</td>
</tr>
<tr>
<td>CHB</td>
<td>U.S. Cash Management Bill</td>
</tr>
<tr>
<td>WIB</td>
<td>U.S. Treasury When Issued Bill</td>
</tr>
<tr>
<td>XIB</td>
<td>When Issued Reopened Treasury Bill</td>
</tr>
<tr>
<td>CB</td>
<td>Current U.S. Treasury Bill</td>
</tr>
<tr>
<td>GB</td>
<td>Generic U.S. Treasury Bill</td>
</tr>
<tr>
<td>CMIB</td>
<td>Cash Management Bill Reopened</td>
</tr>
<tr>
<td>T</td>
<td>U.S. Treasury Note/Bond</td>
</tr>
<tr>
<td>WIT</td>
<td>U.S. Treasury When Issued Note/Bond</td>
</tr>
<tr>
<td>XIT</td>
<td>When Issued Reopened Treasury Note/Bond</td>
</tr>
<tr>
<td>CT</td>
<td>Current U.S. Treasury Note/Bond</td>
</tr>
<tr>
<td>C</td>
<td>Current U.S. Bills, Notes, Bonds</td>
</tr>
<tr>
<td>GT</td>
<td>Generic U.S. Treasury Note/Bond</td>
</tr>
<tr>
<td>G</td>
<td>Generic U.S. Bills, Notes, Bonds</td>
</tr>
<tr>
<td>III</td>
<td>U.S. Treasury Inflation Indexed Note/Bond</td>
</tr>
<tr>
<td>GTII</td>
<td>Generic U.S. Treasury Inflation Indexed Note/Bond</td>
</tr>
<tr>
<td>WITI</td>
<td>U.S. Treasury When Issued Inflation Indexed Note/Bond</td>
</tr>
<tr>
<td>XITI</td>
<td>U.S. Treasury When Issued Reopened Inflation Indexed Note/Bond</td>
</tr>
</tbody>
</table>
There will be a list of bonds arranged by the coupon rate or maturity date. Select the appropriate one.
Type **HP** for historical price table or **GP** for historical graph.
b) Generic Bonds e.g. a HK 5-year bond

<table>
<thead>
<tr>
<th>Country</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australia</td>
<td>GGR</td>
</tr>
<tr>
<td>Austria</td>
<td>GGR</td>
</tr>
<tr>
<td>Belgium</td>
<td>GGR</td>
</tr>
<tr>
<td>Brazil</td>
<td>GGR</td>
</tr>
<tr>
<td>China</td>
<td>GGR</td>
</tr>
<tr>
<td>Colombia</td>
<td>GGR</td>
</tr>
<tr>
<td>Croatia</td>
<td>GGR</td>
</tr>
<tr>
<td>Czech Republic</td>
<td>GGR</td>
</tr>
<tr>
<td>Denmark</td>
<td>GGR</td>
</tr>
<tr>
<td>Finland</td>
<td>GGR</td>
</tr>
<tr>
<td>Greece</td>
<td>GGR</td>
</tr>
<tr>
<td>Hong Kong</td>
<td>GGR</td>
</tr>
<tr>
<td>Hungary</td>
<td>GGR</td>
</tr>
<tr>
<td>Iceland</td>
<td>GGR</td>
</tr>
<tr>
<td>India</td>
<td>GGR</td>
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<tr>
<td>Indonesia</td>
<td>GGR</td>
</tr>
<tr>
<td>Ireland</td>
<td>GGR</td>
</tr>
<tr>
<td>Israel</td>
<td>GGR</td>
</tr>
</tbody>
</table>

Select appropriate country and bond.

Type the number and **Index**

Type **HP** for historical price table or **GP** for historical graph.
9) World Government Bond Market

Type WB
10) London Inter-Bank Offer Rates (LIBOR)

Select 4
Select the currency
Select the appropriate period of term

Type HP for historical price table or GP for historical graph.
11) Hong Kong Interbank Offered Rate (HIBOR)

Type

Select Hong Kong
Select 1 for HKAB HIBOR Fixings
Select 5 for one-month HIBOR fixing.

If you look for historical price, type 81 OR HP.
<table>
<thead>
<tr>
<th>DATE</th>
<th>RATE</th>
<th>DATE</th>
<th>RATE</th>
<th>DATE</th>
<th>RATE</th>
</tr>
</thead>
<tbody>
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<td>F 1/30/2013</td>
<td>F 1/11</td>
<td>.25929</td>
<td>F 12/21</td>
<td>.27571</td>
<td>1/28</td>
</tr>
<tr>
<td>T 1/10</td>
<td>T 1/18</td>
<td>.7571</td>
<td>T 12/18</td>
<td>.7571</td>
<td>1/27</td>
</tr>
<tr>
<td>W 1/9</td>
<td>W 1/26</td>
<td>.27571</td>
<td>W 12/19</td>
<td>.27571</td>
<td>1/26</td>
</tr>
<tr>
<td>T 1/8</td>
<td>T 1/25</td>
<td>.7571</td>
<td>T 12/18</td>
<td>.7571</td>
<td>1/25</td>
</tr>
</tbody>
</table>

BN 15:00 MODERN TIMES NAMES RIKARD STEIBER AS CHIEF DIGITAL OFFICER
BN 15:00 AUREUS MINING AUE GOLD RECOVERY AT NEW LIBERTY CONFIRMED
BN 15:00 JJKX OIL & GAS JJKX SUCCESSFUL PLACING OF US$54M CONV BOND
782 PAW 15:00 EYECATCHER OF THE DAY

APPScyCLE
Trial the CycleIntelligence App today!
Exchange Rate

Type FXC for Current Foreign Exchange.

Exchange rate for a longer period of time:

Press and type TK and put a space and type in the country name

e.g. TK Hong Kong
You will see a list and select the appropriate spot rate or cross-rate (all historical spot exchange rate will against US dollar)

Type **HP** for historical price table or **GP** for historical graph.
13) **Prime Rate**

Type PRIM

**GLOBAL PRIME RATES**

The Prime Rate is the interest rate on loans that commercial banks quote as an indication of the rate being charged on loans to its best commercial customers. Interest rates on other loans often are based on the prime rate.

1. US Prime and Discount Rates
2. Canada Prime and Discount Rates
3. Selected Global Reference Rates
4. Central Bank Monetary Policy Rates (CBRT)
5. Money Market Rates (MMR)

Select the appropriate country or region

**GLOBAL REFERENCE RATES**

<table>
<thead>
<tr>
<th>SECURITY</th>
<th>TICKER</th>
<th>CURRENT</th>
<th>DATE</th>
<th>PREVIOUS</th>
<th>DATE</th>
<th>PCT CHNG</th>
<th>FREQ</th>
</tr>
</thead>
<tbody>
<tr>
<td>Europe</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECB Marginal</td>
<td>EURMARG</td>
<td>1.5000</td>
<td>01/25/13</td>
<td>1.5000</td>
<td>01/24/13</td>
<td>.000</td>
<td>Daily</td>
</tr>
<tr>
<td>Britain</td>
<td>UKBBASE</td>
<td>.5000</td>
<td>01/25/13</td>
<td>.5000</td>
<td>01/24/13</td>
<td>.000</td>
<td>Daily</td>
</tr>
<tr>
<td>Switzerland</td>
<td>SZBLT</td>
<td>.5000</td>
<td>01/25/13</td>
<td>.5000</td>
<td>01/24/13</td>
<td>.000</td>
<td>Daily</td>
</tr>
<tr>
<td>Asia</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hong Kong</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>JPMorgan Prime Rate</td>
<td>PRIJPM</td>
<td>5.0000</td>
<td>01/28/13</td>
<td>5.0000</td>
<td>01/25/13</td>
<td>.000</td>
<td>Daily</td>
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<tr>
<td>China</td>
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<tr>
<td>136M Lending Rt</td>
<td>CHL136M</td>
<td>5.6000</td>
<td>01/28/13</td>
<td>5.6000</td>
<td>01/25/13</td>
<td>.000</td>
<td>Daily</td>
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<tr>
<td>10Y Lending Rt</td>
<td>CHL12M</td>
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<td>01/28/13</td>
<td>6.0000</td>
<td>01/25/3</td>
<td>.000</td>
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<tr>
<td>20-3Y Lending Rt</td>
<td>CHL13Y</td>
<td>6.1500</td>
<td>01/28/13</td>
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<td>01/25/13</td>
<td>.000</td>
<td>Daily</td>
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<tr>
<td>8-13Y Lending Rt</td>
<td>CHL13Y</td>
<td>6.4000</td>
<td>01/28/13</td>
<td>6.4000</td>
<td>01/25/13</td>
<td>.000</td>
<td>Daily</td>
</tr>
<tr>
<td>10+ Y Lending Rt</td>
<td>CHL13Y</td>
<td>6.5500</td>
<td>01/28/13</td>
<td>6.5500</td>
<td>01/25/13</td>
<td>.000</td>
<td>Daily</td>
</tr>
</tbody>
</table>

Page Fwd for More Rates

Type HP for historical price table or GP for historical graph.
Select 11 for GDP figure
Type **DES** for details of the data.

Type **HP** for historical price table or **GP** for historical graph.
15) Help

You may send help message to Bloomberg by pressing twice.