

# Importing Fundamental Data

**Includes Clearing Fundamental Data**

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# 1. Retrieve fundamental data from a data service

## Note

All active stocks in your Master Ticker List are ranked after updating unless you specify a *Source for Ranking* other than the Master Ticker List. *Source for Ranking* is found in the *Criteria for Selected Fields* dialog box.

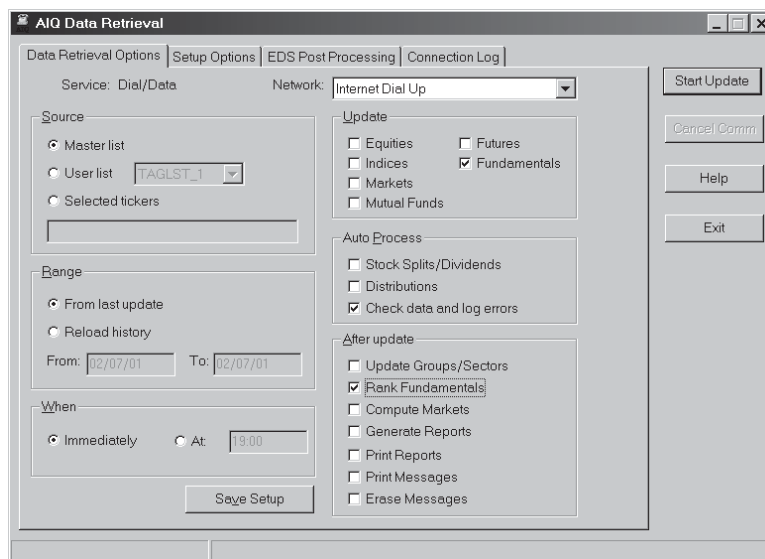
## Note

Before retrieving fundamental data, you can use the function *Clear Fundamentals* to clear your data files of obsolete information which might interfere with your new rankings. For a detailed explanation of this function see the last section of this chapter.

After setting up to track fundamental fields (Chapter IV), you are ready to download fundamental data using TradingExpert Pro's **Data Retrieval** function. You simply check two options in the *Data Retrieval Options* page of **Data Retrieval** to download fundamental data and to automatically rank and generate overall Fundamental Ratings for all active stocks in your Master Ticker List.

► *To download fundamental data from your data service:*

1. Open the **Data Retrieval** application.
2. In the *Update* section of the *Data Retrieval Options* page, click the option box for **Fundamentals**.
3. In the *After update* section, click the option box for **Rank Fundamentals**.
4. Click the **Save Setup** command button. Fundamental data will be retrieved during your next updating session.



*Date Retrieval Options page from Data Retrieval*

## Important notes about updating fundamental data

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- Since fundamental information changes weekly, and not daily, it is not necessary to update more than once a week. Check with your data service for which day of the week is recommended.
- Not all data services allow retrieval of fundamental data during prime time hours. Again, check with your data service.
- Dial/Data and Interactive Data services update only as needed (when fundamental information has changed). Telescan data service, however, updates all fundamental fields, regardless of whether or not the data has changed.
- Although daily updating is not necessary, daily reranking of your fundamental fields is necessary if you are using price-sensitive fields. Since price changes daily, these fields will also change on a daily basis. If you are using any price sensitive fields such as those listed below, you should rerank fundamental information daily. **Data Retrieval** will do this for you automatically after each update. To automatically rerank fundamentals after each update, turn on the option *Rank Fundamentals* in the *After update* section of the *Connect Window (Data Retrieval Options)*.

Examples of price-sensitive fields:

Price/Book Ratio  
Price/Cash Ratio  
Price/Earnings Ratio  
Price/Sales Ratio

- Share-sensitive fields (i.e., fields with values that are related to the number of shares outstanding) are affected by stock splits. However, if you are downloading with Dial/Data or Interactive Data, stock splits are automatically processed and your fundamental data will be adjusted if the date of the data is earlier than the split date.

Examples of share-sensitive fields:

Price/Book Ratio  
Free Cash Flow  
Price/Earnings Ratio  
Price/Sales Ratio  
Dividend Yield

When you update a Market Guide strategy, you obtain data for all of the Market Guide fields. Therefore, once you have retrieved data for a Market Guide strategy and you want to look at another Market Guide strategy with different fields, you will not need to retrieve additional data.

If you are tracking Dial/Data or ProSearch fields, you can avoid retrieving data each time you change to a different strategy. To do this, you can take advantage of the fact that, when you download fundamental data for a strategy, all data (including any ranks and ratings you have generated) is permanently saved and is not deleted when you change strategies. (To delete fundamental data, use *Clear Fundamentals*. See Section 3 of this chapter.) Use the following procedure to obtain data for tracking multiple non-Market Guide strategies:

1. Create a base strategy which includes all of the fields that comprise all of the different strategies that you will be tracking.
2. Make this strategy the active strategy when you retrieve data. Your data base will now contain all of the data that you will need for tracking your multiple strategies.

## 2. Import a Telescan/ProSearch Scan File

Telescan users can follow the steps outlined in this section to import and process ProSearch Scan Files. Scan File fields can be ranked for AIQ overall Fundamental Ratings.

### Step 1. Create and import a Scan File using ProSearch software

#### Important

The Scan File must be created in the presort Standard Report Format. Files created in the Columns Report Format can not be imported. Also, do not attempt to import rank values; all field values must be absolute values.

After first performing an on-line search of the ProSearch data base and creating a ProSearch Report file (called a Scan File), download the file from Telescan and place it in your directory reserved for Scan Files. The first section of this report lists the fields and criteria values used for the search. The next section of the report contains the results of the search: a list of up to 255 stocks ranked in order of your fundamental search criteria. Under each stock, the report also lists the values of all of the fields specified for the search.

Criteria	All Stocks Criteria Values
P/E RATIO	5 80 a
STOCK PRICE	10 300
30-Dy AVERAGE VOL	40 999999 a
EARNINGS GROWTH 1-YR	15 1000 a
EARNINGS GROWTH 1-YR	High 100 %
P/E RATIO	Low 60 %
BETA	Low 40 %
REL PERFORMANC 1-YR	High 60 %
VOLATILITY	Low 60 %
SALES GROWTH 5-YR	High 40 %
STOCK EXCHANGE	List Only
1-MO CHANGE PROJ CFY	High 80 %

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Prosearch 4.0 Top Stock Report  
1/02/96

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1> LTR - LOEWS CORP .IMU
P/E = 8.3 Price= 77.5 AvgVl= 178.0 1YrEg= 249.4
1YrEg= 249.4 P/E = 8.3 Beta = 0.7 1-Yr = 173.1
Volat= 14.6 5YrSa= 9.2 Exchg= 1.0 1mEGC= 0.0
2> GPU - GENL PUBLIC UTIL .UHO
P/E = 9.2 Price= 33.9 AvgVl= 274.1 1YrEg= 200.8
1YrEg= 200.8 P/E = 9.2 Beta = 0.6 1-Yr = 126.6
Volat= 11.6 5YrSa= 4.8 Exchg= 1.0 1mEGC= 0.0
3> IBP - IBP, INC .FMP
P/E = 8.3 Price= 51.9 AvgVl= 439.0 1YrEg= 135.9
1YrEg= 135.9 P/E = 8.3 Beta = 0.6 1-Yr = 162.7
Volat= 39.8 5YrSa= 5.6 Exchg= 1.0 1mEGC= 0.0
    
```

*Top section of an example Scan File*

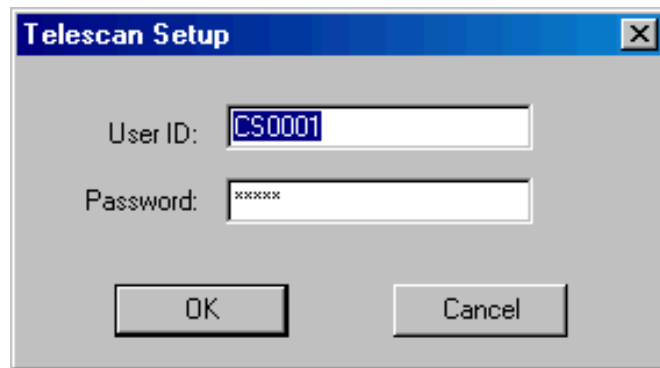
## Step 2. Select the Telescan data service for fundamental data

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If you plan to import Scan Files from Telescan, Telescan must be specified in TradingExpert Pro's **Data Retrieval** function as the active data service.

► *To change your active data service to Telescan, proceed as follows:*

1. Double click the **Data Retrieval** icon in the TradingExpert Pro Program Group.
2. The **Data Retrieval** main window will appear with the *Data Retrieval Options* page already opened. The currently designated data service is shown at the top left in this window.
3. To open the *Setup* page, click the **Setup Options** tab.
4. Move your mouse to the *Service* text box and click the arrow to display a list of the AIQ compatible data services.
5. Select the **Telescan** data service.
6. Click the **Setup** command button next to the data service name to access a dialog box to enter account information. (See *Data Retrieval*, Chapter III in Part 1 of this Reference Manual for further instructions.)
7. If a different network is required, see *Data Retrieval* in Part 1 for instructions on selecting a network.
8. When you have completed your entries, click **OK**. Return to the *Data Retrieval Options* page and click the **Save Setup** command button. Continue with Step 3.



The image shows a dialog box titled "Telescan Setup". It has a blue title bar with a close button (X) in the top right corner. The main area is light gray and contains two text input fields. The first field is labeled "User ID:" and contains the text "CS0001". The second field is labeled "Password:" and contains seven asterisks "\*\*\*\*\*". Below the input fields are two buttons: "OK" on the left and "Cancel" on the right.

*Telescan Setup Window*

### Step 3. Select ProSearch fields for data source

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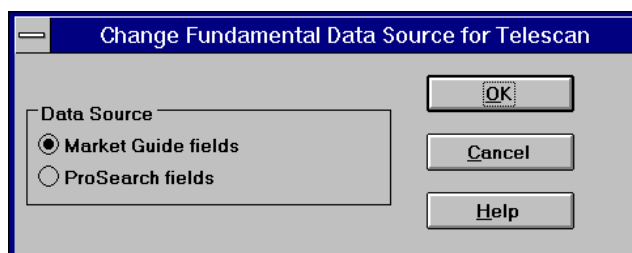
Telescan provides fundamental data from two data sources:

- Market Guide (24 fields)
- ProSearch (207 Fields)

To import a ProSearch Scan File into Fundamentals for TradingExpert Pro, the ProSearch fields must be the active data source.

► *To change the active Data Source to ProSearch, do the following:*

1. Open the *Fundamentals for TradingExpert Pro* application.
2. Click the **Specify Strategy** toolbar button (or select the **Specify Strategy** option from the *Fundamentals* menu command) to open the *Specify Strategy* window. The complete title of this window will include the name of the currently active Data Source.
3. Click the **Change Fundamental Data Source** command button located below the text box on the left. A dialog box will appear which contains the two Data Source options for the Telescan data service.
4. Click on the **ProSearch fields** option button, then click **OK**.
5. The fields that are available from the ProSearch Data Source will now appear in the *Available Fields* text box.
6. Continue with Step 4.



*Telescan Data Source options*

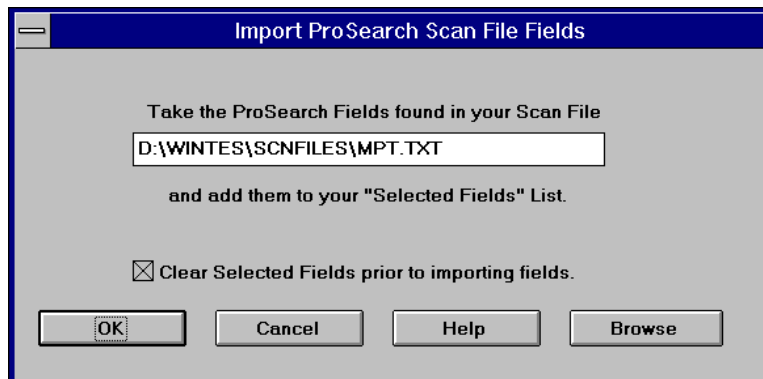
## Step 4. Import Scan File fields into Fundamentals for TradingExpert Pro

### Note

Before importing fundamental data, you can use the function **Clear Fundamentals** to clear your data files of obsolete information which might interfere with your new rankings. For a detailed explanation of this function see last section of this chapter.

► To import the Scan File data fields into your list of fundamental fields, follow these steps:

1. Open **Fundamentals for TradingExpert Pro** and from the toolbar click on the *Specify Strategy* icon to display the *Specify ProSearch Strategy* window. The text box titled *Available Fields* contains a list of the more than 200 ProSearch fields available from Telescan.
2. Click the command button labeled **Import Selected Fields from Scan File...** A dialog box titled *Import ProSearch Scan File Fields* will appear. Do the following:
  - In the text box, type in a name and path for the Scan File that you are importing (Scan Files are text files and end with the file extension txt). If you don't recall this information, click **Browse** command button and use the *Browse for ProSearch Scan File* function to locate the file.
  - To clear your list of selected fields (which are shown in the *Selected Fields* section of the *Specify ProSearch Strategy* window), check the option box for *Clear Selected Fields prior to importing fields*.
  - Click **OK** to return to the *Specify ProSearch Strategy* window.
3. Continue with Step 5.



*Import ProSearch Scan File Fields dialog box*



## Step 5. Select fields for ranking and inclusion in the overall Fundamental Rating

Fields that are to be ranked must be designated and assigned a sort order (*Ascending* or *Descending*). Fields to be included in the overall Fundamental Rating must also be assigned a *Rating Weight*. You may enter the same criteria that was used for the ProSearch screening or you can change the criteria in any way you prefer.

► *To select a field for ranking and to also include it in the overall Fundamental Rating:*

1. With the *Specify ProSearch Strategy* window displayed, choose the **Set Criteria for Selected Fields** command button. The dialog box that appears is titled *Criteria for Selected Fields*.

Selected Field	Sort Order	Rating Weight
EPS % change (year to date)	Descending	40
EPS % change (year ago)	Descending	40
Growth rate % (EPS)	Descending	10
Growth rate (EPS # years)	Descending	10
Price/Earnings Ratio	Ascending	10

Source For Ranking

Master Ticker List  
 User List  
 Sector  
 Group

When ranking by User List, Sector, or Group use list:  
TAGLST\_1

Set Rank or Range for Field...  
Set User Report Codes...  
View Valid Data Ranges

OK Cancel Help...

*Criteria for Selected Fields dialog box*

2. For each field that you want to generate a ranking and Fundamental Rating for, do the following:
  - Highlight the field by clicking on it with your mouse.
  - Click **Set Rank or Range for Field**. The *Set Criteria for <field name>* dialog box is displayed.
  - Check the box titled **Rank field <field name>**.
  - Select a *Data Sort Order* (*Ascending* or *Descending*) by clicking the appropriate option button.

Set Criteria for <field name>  
dialog box

Set Criteria for EPS % change (year to date)

Valid Fundamental Data Range Settings

Lower Range

No Lower Range Limit

Value > 0.00

Upper Range

No Upper Range Limit

Value < 500.00

Rank Settings

Rank field EPS % change (year to date)

Data Sort Order

Ascending

Descending

Fundamental Rating Weight: 40

OK

Cancel

Help...

### Note

**Descending or Ascending** order: Depending on the type of information and the investment strategy that you intend to pursue, the superior (appearing at the top) value can either be the highest value (Descending) or the lowest (Ascending).

- For each ranked field that you want to also include in the overall Fundamental Rating, do the following:
  - Enter a *Rating Weight* (value between 1 and 99) in the text box titled *Fundamental Rating Weight*.
  - Click **OK** to return to the *Criteria for Selected Fields* dialog box.
3. In the *Source for Ranking* section, select the **Scan File** option.
  4. Click **OK** again to return to the *Specify ProSearch Strategy* window.
  5. Continue with Step 6.

## Step 6. Enter Valid Data Ranges

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Since the Scan File contains information that has already been screened, you do not need to enter data range values for any of the fields unless you want to narrow the range for a particular field.

You can specify a numerical data range for any fundamental field in the list of *Selected Fields*. When fundamental data is displayed, the designation NA appears for all values that are outside of the range specified for that field. Field values outside of the specified range are not ranked and are ignored in the computation of the overall Fundamental Rating. You specify a valid data range by entering values for the lower and upper limits of the range. The default entry is no range limit.

► *To enter a valid data range for a field, proceed as follows:*

1. With the *Specify ProSearch Strategy* window displayed, choose the **Set Criteria for Selected Fields** command button to display the *Criteria for Selected Fields* dialog box.
2. For each field that you want to enter a valid data range for, do the following:
  - Highlight the field by clicking on it with your mouse.
  - Click the **Set Rank or Range for Field** command button. The *Set Criteria for <field name>* dialog box is displayed.
  - The upper section of this dialog box (titled *Valid Fundamental Data Range Settings*) is used for entering a Valid Data Range. This section is divided into two parts (*Lower Range* and *Upper Range*). The entry of a limiting value is the same for both.
  - To enter a lower or an upper limit, click the option button titled **Value**.
  - From the adjacent text box, select a range constraint:
    - For a *Lower Range*, select one of the following:
      - > mathematical symbol meaning “greater than”
      - >= mathematical symbol meaning “greater than or equal to”
    - For an *Upper Range*, select one of the following:
      - < mathematical symbol meaning “less than”
      - <= mathematical symbol meaning “less than or equal to”

- In the text box next to *Value*, enter the numerical value of the range limit (i.e., minimum acceptable value for the *Lower Range* or the maximum acceptable value for the *Upper Range*). Any value between +99,999.99 and -99,999.99 may be entered.
3. Click **OK** to return to the *Criteria for Selected Fields* dialog box to highlight another field. Continue this process for all fields that you want to set Valid Data Ranges for.
  4. When you have completed setting Valid Data Ranges for your selected fields, click **OK** to return to the *Specify ProSearch Strategy* window.
  5. Continue with Step 7.

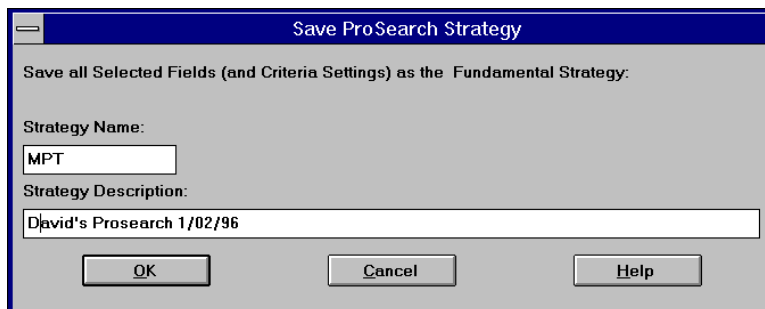
## Step 7. Save Strategy

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The next step is to enter a name and description for the ProSearch Strategy and save the strategy.

► *To save a strategy:*

1. With the *Specify ProSearch Strategy* window displayed, choose the **Save** command button. The *Save ProSearch Strategy* dialog box appears.
2. Enter a name for the strategy in the text box titled *Strategy Name*.
3. Enter a description in the text box titled *Strategy Description*.
4. Click **OK** to return to the *Specify ProSearch Strategy* window.
5. Click **OK** again to return to the main Fundamentals for TradingExpert Pro screen.
6. Continue with Step 8.



Save ProSearch Strategy

Save all Selected Fields (and Criteria Settings) as the Fundamental Strategy:

Strategy Name:  
MPT

Strategy Description:  
David's Prosearch 1/02/96

OK Cancel Help

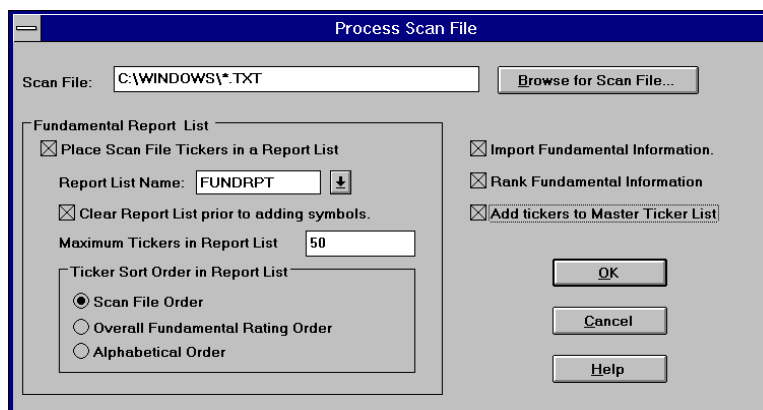
*Save ProSearch Strategy dialog box*

## Step 8. Process Scan File

The final step is to import fundamental data into your AIQ data files and compute rankings and an overall Fundamental Rating for the strategy.

► *To process a Scan File:*

1. On the **Fundamentals for TradingExpert Pro** menu bar, click on **Fundamentals** to display the drop-down menu. Choose the **Process Scan File** command. The *Process Scan File* dialog box will appear.



*Process Scan File dialog box*

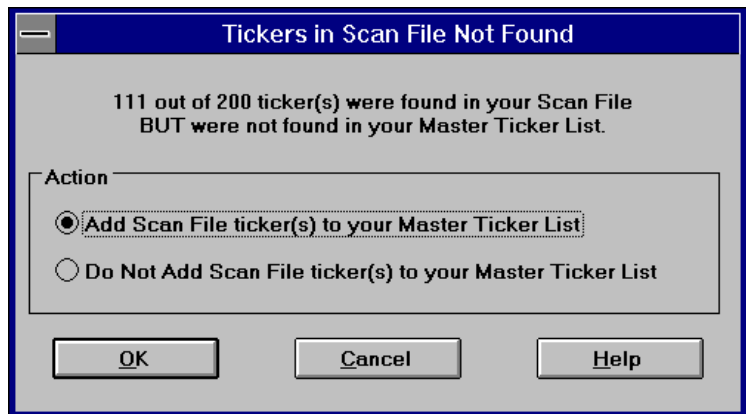
2. The text box at the top, titled *Scan File*, should display the data path and file name for the Scan File that you imported fields from in step 4. If not, enter this information or click the **Browse for Scan File** command button and use the *Browse for ProSearch Scan File* function to locate the file.
3. In the section titled *Fundamental Report List*, check the first box (*Place Scan File Tickers in a Report List*) if you want to create a Report List containing the Scan File tickers. If you check this box, also make the following entries and selections:
  - Enter a name in the *Report List Name* text box
  - Check the option **Clear Report List prior to adding symbols**. If a list by this name already exists and this option is not checked, the Scan File tickers will be added to any tickers in the original list.
  - Enter the maximum number of tickers you want to include in the list in the text box labeled *Maximum Tickers in Report List*. If this number is less than the number of tickers in the Scan File, the list will include only the highest ranked ones.

- Select a *Sort Order* for the Report List from one of the following three options:
  - *Scan File Order*
  - *Overall Fundamental Rating Order*
  - *Alphabetical Order*

4. The option **Import Fundamental Information** imports fundamental data for those tickers listed in the Scan File into your AIQ data files.
5. The option **Rank Fundamental Information** computes field rankings and the overall Fundamental Rating after data is imported.
6. The option **Add tickers to Master Ticker List** inserts all Scan File tickers not found in your data base into your Master Ticker list.
7. Check at least one of the above three task options then click **OK** to continue.
8. If the last option is checked, a dialog box titled *Tickers in Scan File Not Found* will appear. During processing, your AIQ data base is checked to determine which Scan File tickers are present. This dialog box displays the following information:
  - Number of Scan File tickers not found in your Master Ticker List
  - Number of Scan File tickers found in your Master Ticker List

### Important

If you want to add the tickers from the imported Scan File to your data base, the file must contain the exchange on which the stocks are traded. Be sure to select the ProSearch **Stock Exchange** field.



*Tickers in Scan File Not Found dialog box*

9. Select one of the following actions:
  - Add Scan File tickers to your Master Ticker List
  - Do not add Scan File tickers to your Master Ticker List

If you elect to add the *not found* Scan File tickers, these tickers will be automatically added to your Master Ticker List. You can then use **Data Retrieval** to download price/volume data for these tickers.

10. Click **OK** to continue processing the Scan File. So that you can follow the progress while the Scan File is being processed, dialog boxes are displayed for each stage of processing.
11. When processing of the Scan File is completed, the main Fundamentals for TradingExpert Pro window is redisplayed with the Scan File Report List tickers and their overall Fundamental Ratings shown in the main window.

## **Important notes about updating fundamental data**

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- Other data services update only as needed (when fundamental information has changed). Telescan data service, however, updates all fundamental fields, regardless of whether or not the data has changed.
- Daily reranking of your fundamental fields is necessary if you are using price-sensitive fields. Since price changes daily, these fields will also change on a daily basis. If you are using any price-sensitive fields such as those fields listed below, you should rerank fundamental information daily. Use the *Process Scan File* function to rerank.

Examples of price-sensitive fields:

- Price/Book Ratio
- Price/Cash Ratio
- Price/Earnings Ratio
- Price/Sales Ratio

- Share-sensitive fields (i.e., fields with values that are related to the number of shares outstanding) are affected by stock splits.

Examples of share-sensitive fields:

- Price/Book Ratio
- Free Cash Flow
- Price/Earnings Ratio
- Price/Sales Ratio
- Dividend Yield



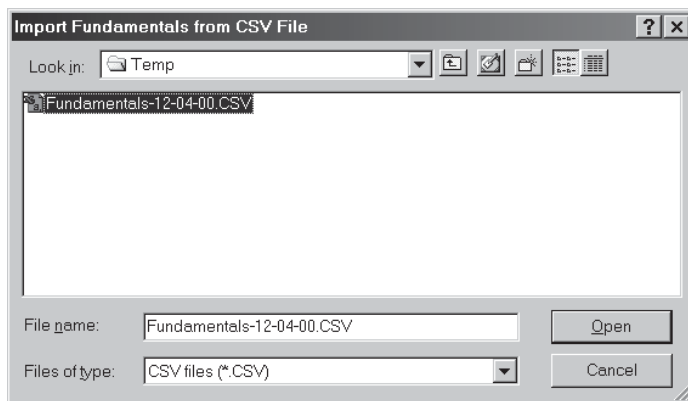
### 3. Import a CSV File from Excel

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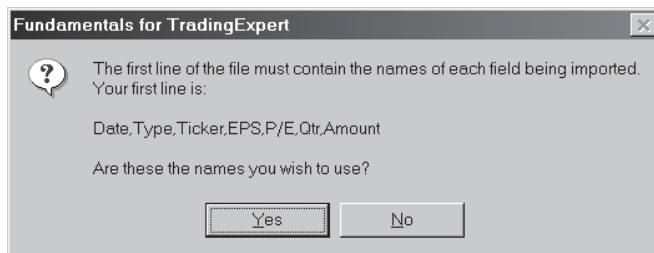
Fundamental data from an Excel spreadsheet can be imported into the *Fundamentals* application. The Excel work sheet containing the data must first be saved to the CSV (comma delimited) format.

► *To import a CSV file, follow these steps:*

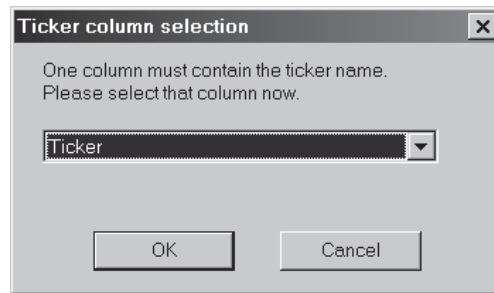
1. Open *Fundamentals for TradingExpert Pro*, from the menu bar select **Fundamentals**, and from the drop-down menu select **Import CSV File...** A dialog box titled *Import Fundamentals from CSV File* will appear.
2. Use the *Look in* list box, the *Up One Level* command button, and the icons in the main window to find and select the CSV file you wish to import.
3. With the CSV file selected in the main window and its name displayed in the *File name* box, click **Open**.



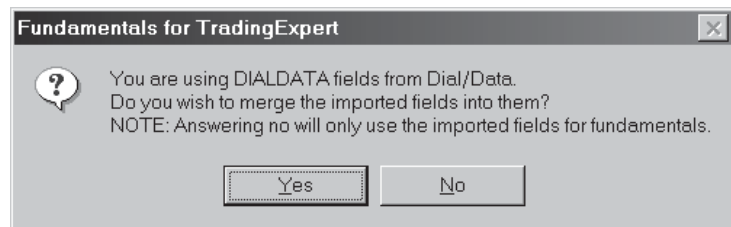
4. The screen that appears next lists the field names obtained from the first line of the file. If these names are acceptable, click **Yes**. If you do not want to accept the names, click **No** to abort the import and use Excel or a word processing program to make revisions.



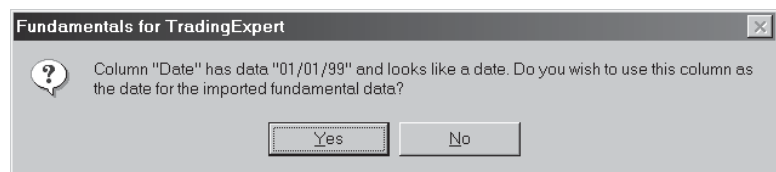
5. The next screen asks you to select the column containing the ticker name. Select the correct field from the list box and click **OK**.



6. The screen shown below appears next. Click **Yes** or **No** to answer the question to move to the next screen.



7. The final step in the setup procedure for the import of the file is to answer the question asked on the next screen. If you want to accept the date shown for the date of the imported fundamental data, click **Yes**. If not, click **No** to use the current date instead.



8. When the *Import complete* box appears, click **OK**.



## 4. Clear Fundamentals function

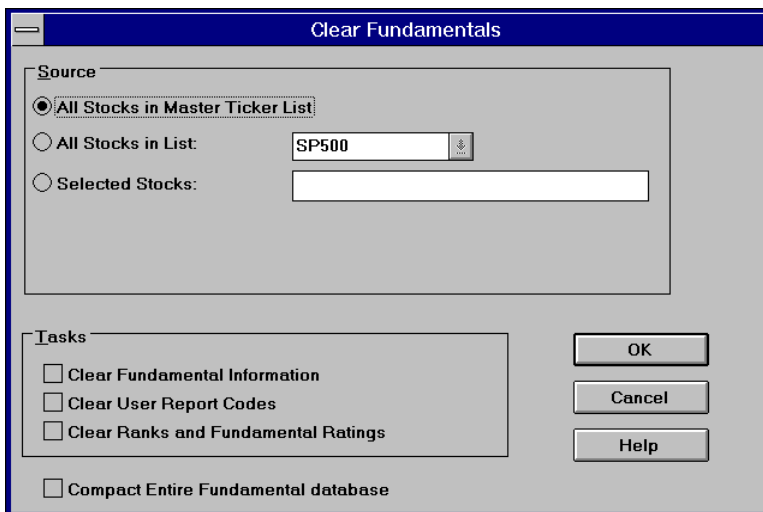
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This function is used to clear fundamental information from your AIQ data files. You may clear your entire data base, a specific list, or you can clear specific stocks. Three types of information may be cleared:

- Fundamental data
- User Report Codes
- Ranks and Fundamental Ratings

► *To clear fundamental information:*

1. From the *Fundamentals for TradingExpert Pro* toolbar, click on the **Clear Fundamentals** icon to display the *Clear Fundamentals* dialog box. Or, click the **Fundamentals** command on the menu bar, and choose **Clear Fundamentals** from the drop-down menu.



*Clear Fundamentals dialog box*

2. In the section titled *Source*, select one of the following options:
  - *All Stocks in Master Ticker List*  
Clears fundamental information for all tickers in your data base.
  - *All Stocks in List*  
Clears only those tickers in the list named in the adjacent text box. Select any list from this text box by clicking on the arrow.

- *Selected Stocks*  
Clears only those tickers named in the adjacent text box. Text box shows ticker(s) currently selected in Fundamental Report. To enter multiple tickers, separate symbols with semi-colons (;).
  - *All Stocks in Scan File*  
Clears those stocks in the Scan File named in the adjacent text box. Click the *Browse for Scan File* command button to locate other Scan Files you have imported.
3. From the section titled *Tasks*, select one or more of the following tasks:
- *Clear Fundamental Information*  
Clears all fundamental data.
  - *Clear User Report Codes*  
Clears all your User Report Codes, not just the URC's generated by the Fundamentals program.
  - *Clear Ranks and Fundamental Ratings*  
Clears Fundamental Ratings and ranks. Only one overall Fundamental Rating and one set of ranks is stored for each ticker. When ranks are cleared, all fields are cleared regardless of whether the field is part of the active strategy.
4. To eliminate obsolete data from your AIQ fundamental data base, select **Compact Entire Fundamental Database**. This option deletes the following data:
- When you eliminate a stock from your Master Ticker List, fundamental data for that stock is not automatically deleted. The *Compact* option looks at all tickers in your fundamental data base and deletes fundamental data for inactive tickers and tickers not found in your Master Ticker List.
  - If Market Guide is the active data source, all data that is not a Market Guide field is deleted.
  - If Market Guide is not the active data source, all data not part of the active strategy (i.e., not one of the Selected Fundamental Fields on the *Specify <data source> Strategy* window) is deleted.