

Finding Incorrect Data: Four Opportunities to Locate Incorrect Data Before Producing Performance Reports in PortfolioCenter

Producing performance reports can be a time consuming endeavor each quarter. The good news is that, as the quarter progresses, you have four opportunities to catch data that could affect performance reports or cause problems when preparing your data for performance reports.

The Four Opportunities

1 Posting Data in the Interface

Transactions that do not post or are not posted correctly are usually the root causes of most performance issues. Catching and correcting these transactions before they are posted into the database can save time finding and correcting them later. Also, correcting them as they happen could mean that you don't compound issues over time.

| | Status | Error |
|---|---------|--|
| 1 | Warning | This trade may impact tax lot accounting |
| 2 | Warning | This trade may impact tax lot accounting |
| 3 | Warning | This trade may impact tax lot accounting |
| 4 | Warning | This trade may impact tax lot accounting |
| 5 | Warning | This trade may impact tax lot accounting |
| 6 | Warning | This trade may impact tax lot accounting |

2 Reconciling Data in the Interface

Sometimes transactions seem to post correctly, are blocked or edits are made after a transaction is posted, causing positions to be out of balance. The interface reconciliation report can usually help you identify positions that are not in balance with your custodian. Since most custodians send reconciliation files daily, you should use it every day as part of the interface process.

| Symbol | Description | Type | Quantity | PortfolioCenter Quantity | Quantity Difference |
|-------------------|--------------------|----------|-----------|-----------------------------|------------------------|
| Alexander, Jenna | | 190-0614 | | | |
| STMXX | Stone Money Market | Cash | 91.18000 | 97.09000 | 5.91000 |
| CDL | Citadel | Equity | 0.00000 | 7.68000 | 7.68000 |
| Alexander, Joseph | | 190-0616 | | | |
| STMXX | Stone Money Market | Cash | 172.82000 | 179.42000 | 6.60000 |
| CDL | Citadel | Equity | 0.00000 | 5.76000 | 5.76000 |

3 Calculating Portfolio or Asset Class Intervals

The Interval Status Report can help you identify issues that could affect performance but were not identified through the interface posting and reconciliation process. The reconciliation report only focuses on share balances.

| Date | Symbol | Amount | |
|----------------|--------|--------|----------|
| Abbey, Michael | | | 190-0813 |
| 06/18/08 | MMF | 4.52 | |

Therefore, it is crucial to review the Interval Status Report which identifies other issues that can cause incorrect performance calculations, such as journals to cash.

4 Checking Returns

After calculating the performance, use the Global Performance Review to check returns for all portfolios at once. This step helps you quickly identify portfolios that seem to be out of step with other portfolios or have particular quarterly returns that are not consistent with previous quarters.

| Portfolio | Portfolio Account Number | Current Quarter |
|-----------------|--------------------------------|--------------------|
| Allen, Michael | 190-0602 | -2.77 |
| Brown, Hannah | 190-0619 | -3.29 |
| Brown, Hannah | 190-0644 | 23.61 |
| Carter, Allison | 190-0642 | -0.80 |
| Connor, Erin | 190-0847 | -3.01 |

Resources

Schwab Performance Technologies has many tools to help you resolve each of these issues available on our website in the [Troubleshooting](#) section.

- ◆ Use the Interface File Conversion tool to help you correct interface file conversion or posting issues.
- ◆ Use the Interface Reconciliation tool to help you correct interface reconciliation issues.
- ◆ Use the Performance tool to help you correct interval issues or find other data problems that could impact the performance of the portfolio.

