

6 Administration

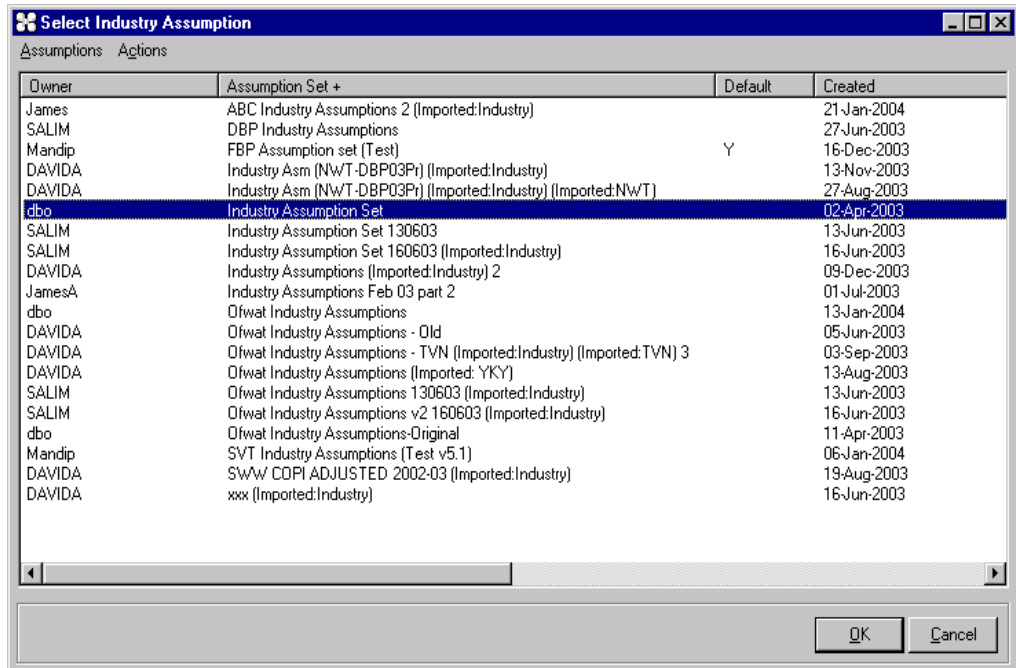
6.1 Introduction to administration

- The administrative functions in Aquarius 3 are for use by the system developers. The functions concern the maintenance of the system and provide a controlled process for maintaining:
 - SQL database; and
 - User access rights.
- Two aspects of the administrative functions are relevant to modellers. These are the functions to change the 'Industry assumption set' and to maintain the default settings for the 'Financial indicators'. These are described below.

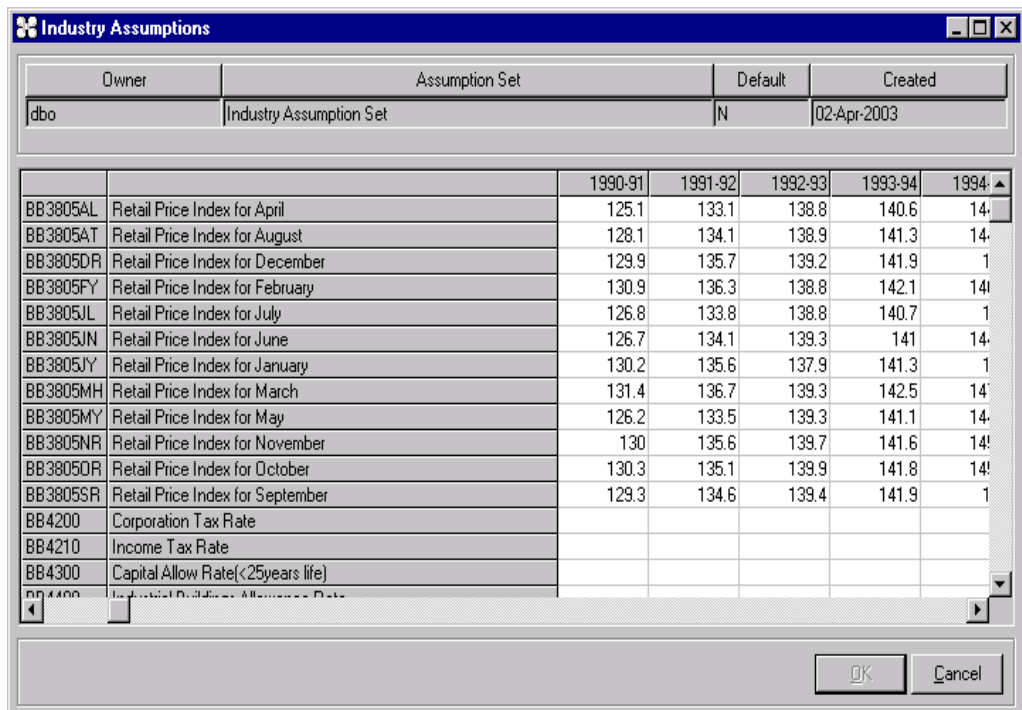
6.2 Changing base data – 'Industry assumption set'

- The industry assumption set contains the items where we use the same values across the industry. These are inflation and tax rate values.
- Existing industry assumption sets can be edited. New sets can be created.
- At the Aquarius 3 main menu select 'Base data'. Select 'Industry Assumptions' <Open>from the drop down list.
- To set an assumption set as default, highlight the relevant assumption set and select 'Actions' <Set as default>. Alternatively, click the right mouse button and select <Set as default>. This assumption set will then be moved to the top of the list when all new financial scenarios are created.

- Highlight the required scenario and select <OK>.



- Scroll through the industry assumption set dialogue form to locate the required item. Key in the new value and move to the next cell using the arrow keys.



- Select <OK> to save the changes. If the industry assumption set has been used in any scenario then the industry assumption set will be protected from being overwritten and you will be prompted to save your changes under a new industry assumption set name.
- Select <Cancel> to exit the industry assumption set form without making any changes.
- To create a new industry assumption select 'Industry Assumptions' <New>from the drop down list. This will bring up a blank industry assumption set dialogue form.
- Enter the required values for all items and years by scrolling through the industry assumption set dialogue form and keying in the values. Move between cells using the arrow keys.
- Enter a description for the new industry assumption set in the 'Assumption Set' dialogue box, which will be available for editing.
- Select <OK> to save the changes. The Aquarius 3 Main Menu will appear on the screen.
- Select <Cancel> to exit the industry assumption set form and return to the Aquarius 3 main menu.
- Industry assumptions can be imported using the data import facility (see section 2.3 Importing).

6.3 Maintaining default values of 'Financial Indicators'

- The default values for each financial indicator used in K solving are shown on the input sheet in section 4.2 - Target financial indicators. You can not edit the values directly on the input sheet. The default settings can be adjusted in two ways:
 - By maintaining the default values; or during the modelling process (see section 4.5 - Targeting financial indicators).
 - The remainder of this section deals with maintaining the default values.

- At the Aquarius 3 main menu select 'Financial Model'. Select 'Financial Indicators' from the drop down list.
- The following blank dialogue form appears.

The screenshot shows a dialog box titled "Financial Indicators" with a blue header bar. Below the title bar, the text "Indicator Parameters:" is displayed. The form contains the following elements:

- A "Selected Company" dropdown menu.
- Three input fields for "Tolerance on Target Rate of Return (%)", "Tolerance on K", and "Tolerance on Net Present Value (%)".
- A list of eight financial indicators, each with a checkbox and three associated input fields (Min, Max, Tolerance):
 - Cash Interest Cover (FFD)
 - Ratio Of Debt To RCV (%)
 - CCA Dividend Cover
 - Adjusted Cash Interest Cover II (Post Maintenance Expenditure)
 - Adjusted Cash Interest Cover
 - HCA Interest Cover
 - Debt Payback (FFD/Debt) (%)
 - Debt Payback (RCF/Debt) (%)
- "Save" and "Cancel" buttons at the bottom right.

- Select the required company to populate the dialogue form with the prevailing default settings.

The screenshot shows the same "Financial Indicators" dialog box, but now populated with data. The "Selected Company" dropdown is set to "ABC". The tolerance fields contain the values 0.004, 0.004, and 0.4. The checkboxes for "Cash Interest Cover (FFD)" and "Debt Payback (FFD/Debt) (%)" are checked. The input fields for Min, Max, and Tolerance are populated with the following values:

Indicator	Min	Max	Tolerance
<input checked="" type="checkbox"/> Cash Interest Cover (FFD)	3		0.04
<input type="checkbox"/> Ratio Of Debt To RCV (%)	55	62	0.004
<input type="checkbox"/> CCA Dividend Cover	0		0.04
<input type="checkbox"/> Adjusted Cash Interest Cover II (Post Maintenance Expenditure)	0		0
<input type="checkbox"/> Adjusted Cash Interest Cover	0		0.04
<input type="checkbox"/> HCA Interest Cover	0		0.04
<input checked="" type="checkbox"/> Debt Payback (FFD/Debt) (%)	0		0.4
<input type="checkbox"/> Debt Payback (RCF/Debt) (%)	0		0.4

"Save" and "Cancel" buttons are visible at the bottom right.

- Change the values in the dialogue boxes as required.
- Select <Save> to save the new default settings.
- Select <Cancel> at any time to return to the main menu without changing the default values.
- The new default values will appear in section 4.2 of the input sheet for all new scenarios created from now on until the defaults are next changed using this maintenance procedure.
- Existing scenarios will retain the financial indicator settings as at the time of saving the scenario and will be unaffected by the maintenance of the default values.