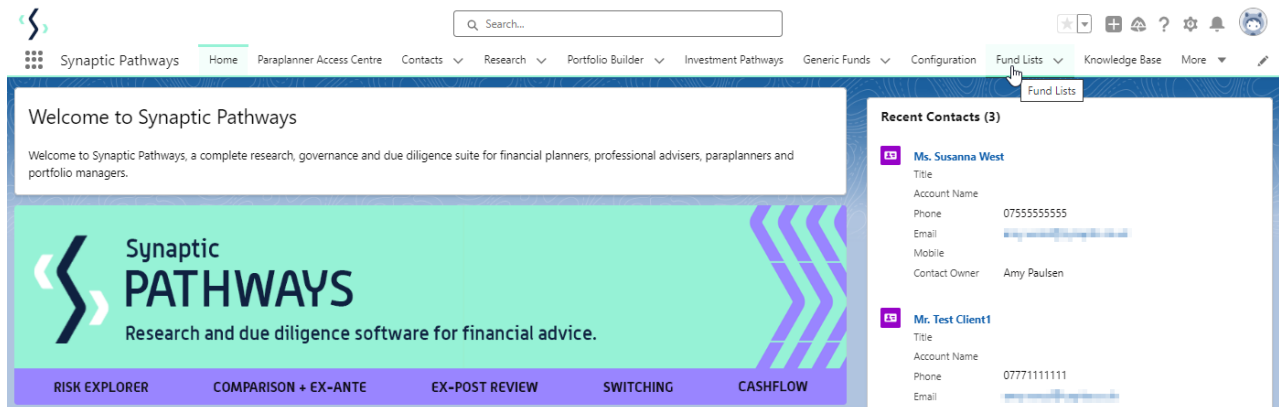


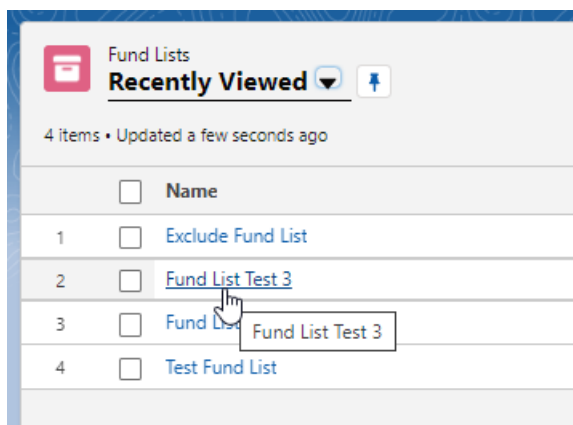
Fund Lists - Import

28/07/2025 2:49 pm BST

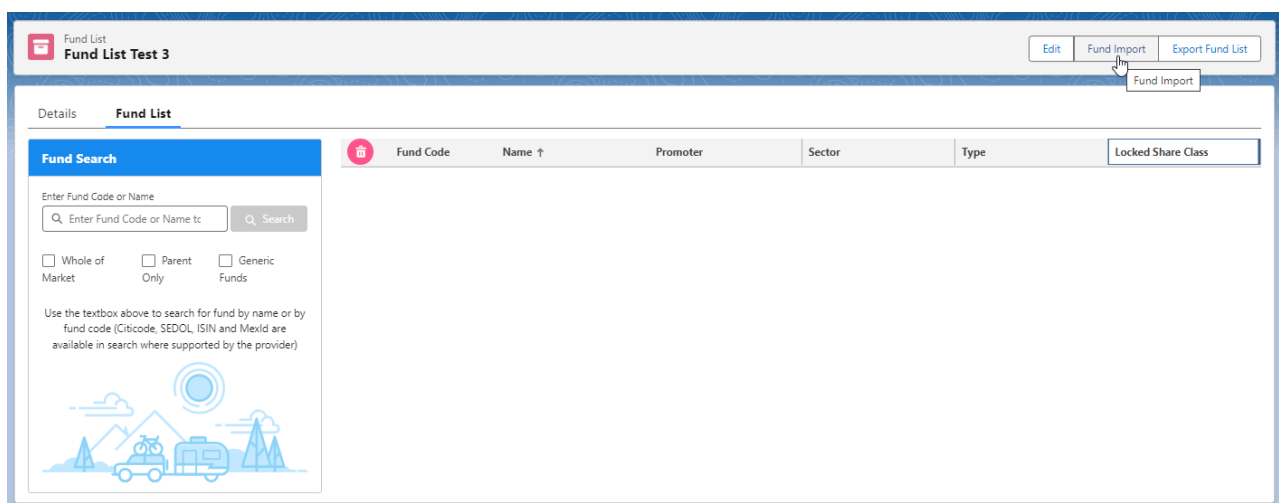
Funds can be imported into Fund lists within the **Fund Lists** tab:



Click into the Fund list or create new:



Click 'Fund Import' in the top right of the screen:



Click 'Sample File' to download the template file:

Fund Import

Either select a previous Import file with the list of funds to be imported or download the template to create an Import file.

The Import supports CITI Code, ISIN, MEX or SEDOL.

Choose File

📁 Upload Files
Or drop files

📄 Sample File

Cancel
Import Now

Open the file to input the funds into the Default Fund List (you may need to navigate to your download folder)

The screenshot shows the Synaptic Pathways application interface. The top navigation bar includes links like Synaptic Pathways, Home, Paraplanner Access Centre, Contacts, Research, Portfolio Builder, Investment Pathways, Generic Funds, Configuration, Fund Lists, Knowledge Base, and More. The main content area is titled 'Fund List Test 3' and includes buttons for 'Edit', 'Fund Import', and 'Export Fund List'. A 'Fund Search' sidebar on the left allows searching by fund code or name, with checkboxes for 'Whole of Market', 'Parent Only', and 'Generic Funds'. The main table has columns: Fund Code, Name, Promoter, Sector, Type, and Locked Share Class. A 'Fund Import' dialog box is open in the center, identical to the one in the first image, prompting the user to upload a file or download a sample file.

Once open, you will need to list the codes (citicode, ISIN or MexID is supported)

	A	B	
1	FUND CODE		
2			
3			
4			
5			
6			
7			
8			
9			

	A	
1	FUNDCODE	
2	E184	
3	PE12	
4	ACDO	
5	F1FS	
6		

Once done, Save the file. Navigate back to Risk Explorer to import.

You can click 'Upload Files' to find the file:

Fund Import

Either select a previous Import file with the list of funds to be imported or download the template to create an Import file.

The Import supports CITI Code, ISIN, MEX or SEDOL.

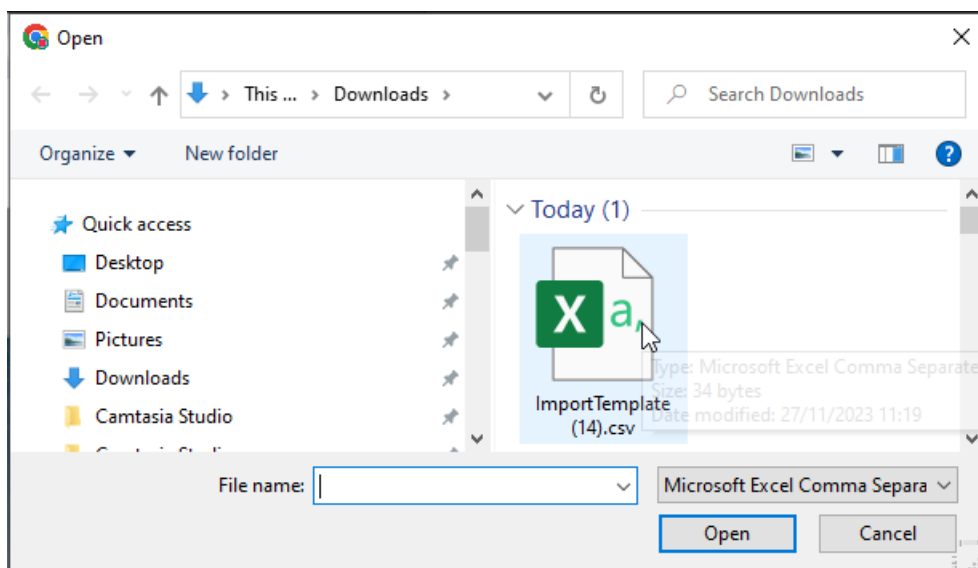
Choose File

↑
Upload Files

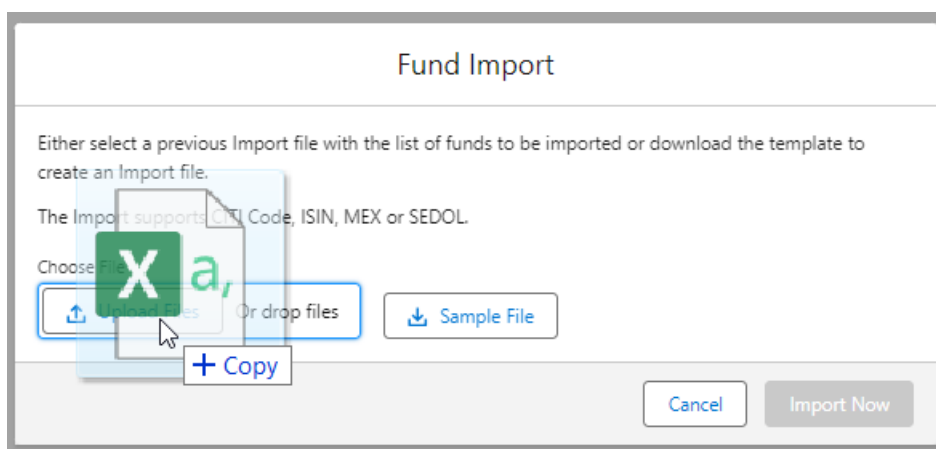
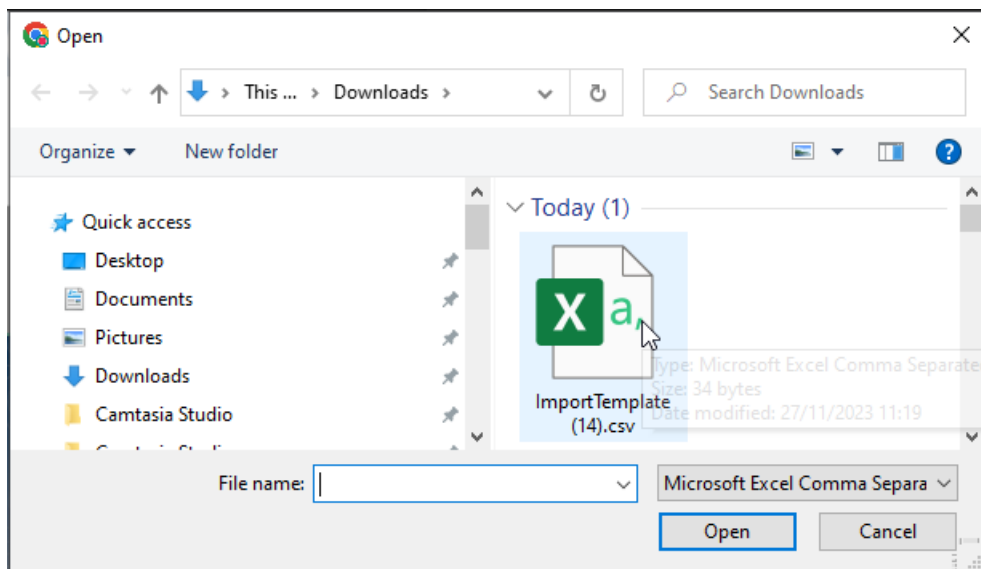
Or drop files

↓
Sample File

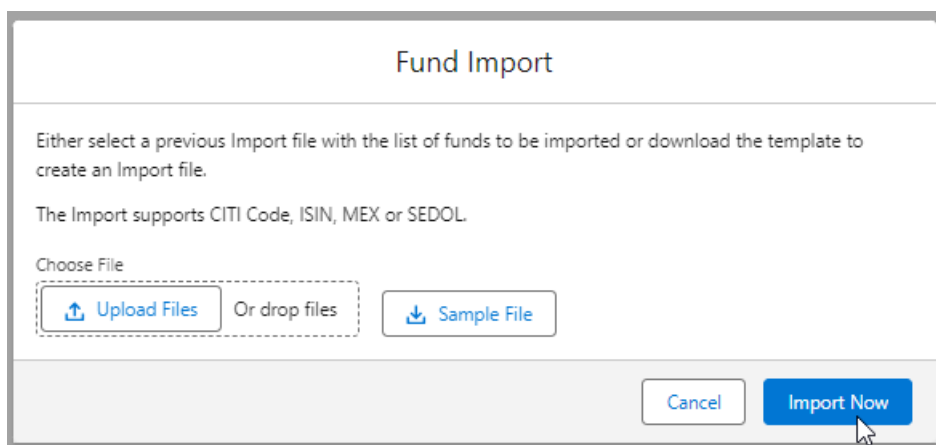
Cancel
Import Now



Alternatively, you can drag the file into the Fund Import box:



Click 'Import Now' to import the fund list:



Fund Import

Either select a previous Import file with the list of funds to be imported or download the template to create an Import file.

The Import supports CITI Code, ISIN, MEX or SEDOL

Choose File

[Upload Files](#)

Or drop files

[Sample File](#)

Cancel
Import Now

All funds will now be listed, as seen below:

Synaptic Pathways

Q Search...

Home
Paraplanner Access Centre
Contacts
Research
Portfolio Builder
Investment Pathways
Generic Funds
Configuration
Fund Lists
Knowledge Base
More

Fund List
Fund List Test 3

Success
Fund have been successfully imported
X

[Edit](#)
[Fund Import](#)
[Export Fund List](#)

Fund Search

Enter Fund Code or Name

Q Search

☐ Whole of Market
☐ Parent Only
☐ Generic Funds

Use the textbox above to search for fund by name or by fund code (Citicode, SEDOL, ISIN and Mexid are available in search where supported by the provider)

Fund Code	Name ↑	Promoter	Sector	Type	Locked Share Class
E184	Fidelity Global Special Situatio	Fidelity International (FIL In	Equity - International		
F1FS	HSBC GIF Global High Yield Bc	HSBC Investment Funds (Lu...	Fixed Int - USD High Yield		
PE12	Invesco UK Equity High Incom	Invesco Fund Managers Ltd	Equity - UK		
ACDO	Vanguard LifeStrategy 40% E	Vanguard Investments UK Li...	Mixed Asset - Balanced		

See next [Fund Lists - Export](#)