How do I manually exclude contracts?

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As well as (or instead of) filtering the grid of contracts, you can also manually select contracts to be excluded.

Note - Manual exclusion only applies to product research. It is not available on fund research.

You can specify the contracts to exclude by one of two ways:

Excluding individual contracts

You can remove an individual contract from the Filtering screen by right clicking on the contract name, within the grid, and selecting **Exclude contract:**

Company	Contract		
Aberdeen Asset Management	Aberdeen Investment	Trust ISA	
Aberdeen Asset Management	Aberdeen Multi-Manager Unit Trust ISA		
Aberdeen Asset Management	Aberdeen UK OEIC ISA		
AEGON Retirement Choices	AEGON Stocks & Shares ISA		
AJ Bell (Sippcentre)	AJ Bell Sippcentre Investment ISA		
Alliance Trust Savings Limited	Contract options	Component	
Allianz Global Investors	View contract details		
Artemis Fund Managers	Linked funds		
Ascentric	Fund picker	res ISA	
Avalon Investment Services	Exclude contract		
Aviva Investors	View contract notes	ment ISA	
Aviva Wrap UK Ltd	Aviva Wrap ISA Portfolio		
AXA Elevate	Elevate Stocks & Shares ISA - Composite		
AXA Elevate	Elevate Stocks & Shares ISA - Explicit		
Baillie Gifford	Baillie Gifford Investment Trust ISA		
Capita Financial Managers	ISA		
Cofunds Ltd	ISA		
Ecclesiastical	The Ecclesiastical ISA		

A pop up window will be displayed giving you the option to enter a reason for why the contract has been excluded. The reason will be included in the any of the research reports:

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Aberdeer	😰 http://research.synaptic.co.uk/vsr/pAskContractExclusion.asp?searchid= 💙
Aberdeer	
Aberdeer	AJ Bell Sippcentre Investment ISA
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Artemis F	
Ascentric	
Avalon In	
Aviva Inv	
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Capita Fir	
Cofunds I	http://research.synaptic.co.uk/vsr/pAskC(🌒 Internet
Ecclesiast	ical The Ecclesiastical ISA
E&C Fund	Management Limited F&C TSA

Excluding multiple contracts

You can exclude several contracts at once by clicking on the link at the top of the grid where it says **'0 manually excluded':**

All 75 contracts - 0 manually excluded		
Company	Contract	
Aberdeen Asset Management	Aberdeen Investment Trust ISA	
Aberdeen Asset Management	Aberdeen Multi-Manager Unit Trust ISA	
Aberdeen Asset Management	Aberdeen UK OEIC ISA	

A pop up window will be displayed listing all the contracts:

1	Excluded contracts Webpage Dialog	×
	http://research.synaptic.co.uk/vsr/pManualExclusions.asp?searchid=F27C96F2F62C47B2A03	<
	Clear the tick against a contract to exclude it from the research. Contracts in red not meet the current filter on the research, and will not currently be displayed. The "reason" you enter below will be applied to all new manual exclusions.	
	Aberdeen Asset Management Aberdeen Investment Trust ISA	-
2	Aberdeen Asset Management Aberdeen Multi-Manager Unit Trust ISA	
1	Aberdeen Asset Management Aberdeen UK OEIC ISA	-
1	AEGON Retirement Choices AEGON Stocks & Shares ISA	
1	AJ Bell (Sippcentre) AJ Bell Sippcentre Investment ISA	
1	Alliance Trust Savings Limited ISA - Stocks & Shares Component	
	Allianz Global Investors Investment Funds ISA	
	Artemis Fund Managers ISA	
¢	☑ Ascentric Ascentric Stocks & Shares ISA	
F	✓ Avalon Investment Services Freedom ISAs	
F	Aviva Investors Aviva Investors Investment ISA	
	🖌 Aviva Wrap UK Ltd Aviva Wrap ISA Portfolio	
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L	Select all Invert selection	
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s		
	Save exclusions Cancel	
	http://research.synaptic.co.uk/vsr/pManualExclusions.asp?sea 🚭 Internet	

Simply remove the ticks from any contracts which you don't want included in the research. You have the option of recording a reason for the exclusion at the bottom of the screen, which will be displayed in the Research reports.

Contracts that are highlighted in red have already been excluded due to the features, sectors, etc that have already been selected.

Please note - Once a contract has been manually excluded, it will remain excluded within that piece of research until it is re-included or until it is withdrawn by the product provider. If your reasons for the exclusion of the contract are in respect of its features, conditions, statistics, performance etc, you should be aware that even if the data changes, the contract will remain excluded.