

# TRAINING GUIDE

## Manually add FX rate in Finsight

*This document is intended for all new users of DNB FINSIGHT. The material provides detailed description of DNB FINSIGHT'S functionalities.*

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## How to Manually Add FX Rate in Finsight

### 1. Login to the Finsight

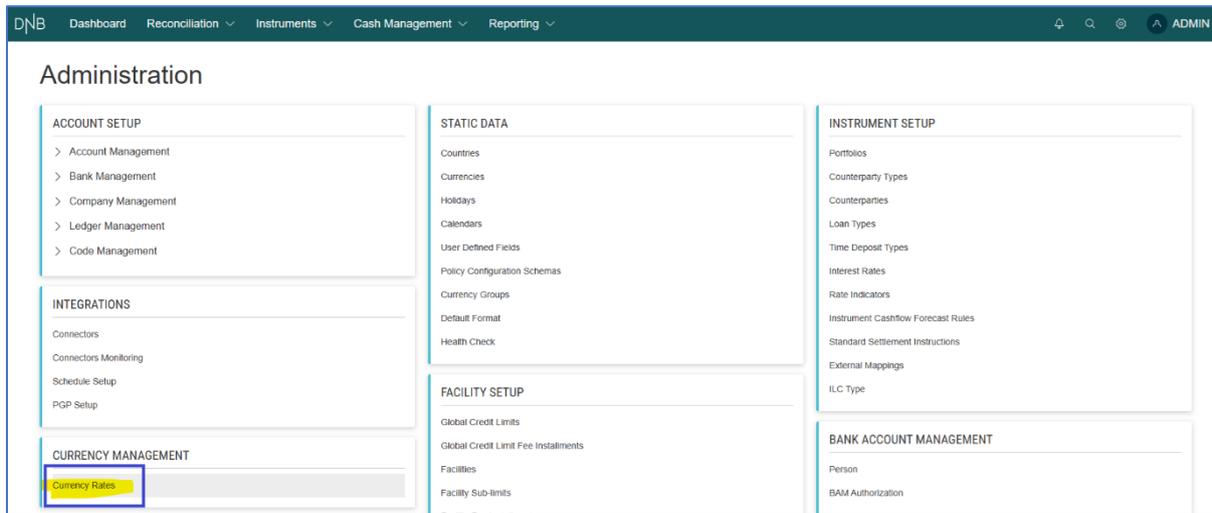
	19 May 2025					20 May 2025						
	DKK	NOK	EUR	USD	SEK	GBP	DKK	NOK	EUR	USD	SEK	GBP
<b>Total</b>	<b>643.47</b>	<b>2,231,158.52</b>	<b>29.63</b>	<b>140,002.38</b>	<b>2,849.51</b>	<b>110,500.00</b>	<b>643.47</b>	<b>2,231,158.52</b>	<b>29.63</b>	<b>140,002.38</b>	<b>2,849.51</b>	<b>110,500.00</b>
STARGLOBAL_52909010400039	102.33	0.00	0.00	0.00	0.00	0.00	102.33	0.00	0.00	0.00	0.00	0.00
OPERATIONAL ACCOUNT_70500629817	0.00	1,515.14	0.00	0.00	0.00	0.00	0.00	1,515.14	0.00	0.00	0.00	0.00
OPERATIONAL ACCOUNT_70500535421	0.00	129.48	0.00	0.00	0.00	0.00	0.00	129.48	0.00	0.00	0.00	0.00
COLLECTION ACCOUNT_50140447576	0.00	0.00	-5.43	0.00	0.00	0.00	0.00	0.00	-5.43	0.00	0.00	0.00
OPERATIONAL ACCOUNT_82000156784	0.00	12,000.00	0.00	0.00	0.00	0.00	0.00	12,000.00	0.00	0.00	0.00	0.00
MAINTENANCE ACCOUNT_70500535448_TEST	0.00	482.45	0.00	0.00	0.00	0.00	0.00	482.45	0.00	0.00	0.00	0.00
OPERATIONAL ACCOUNT_15034423307	0.00	-11.73	0.00	0.00	0.00	0.00	0.00	-11.73	0.00	0.00	0.00	0.00
MAINTENANCE ACCOUNT_70500447924	0.00	0.00	-161.16	0.00	0.00	0.00	0.00	0.00	-161.16	0.00	0.00	0.00
COLLECTION ACCOUNT_50140447592	0.00	0.00	0.04	0.00	0.00	0.00	0.00	0.00	0.04	0.00	0.00	0.00
STAR INC USA_Fictive_45200074	0.00	0.00	0.00	140,000.00	0.00	0.00	0.00	0.00	0.00	140,000.00	0.00	0.00
MAINTENANCE ACCOUNT_50760449471	0.00	7.01	0.00	0.00	0.00	0.00	0.00	7.01	0.00	0.00	0.00	0.00
OPERATIONAL ACCOUNT_91950359028	0.00	0.00	0.00	0.00	4.97	0.00	0.00	0.00	0.00	0.00	4.97	0.00

Last updated on 2025-05-20 12:05 PM

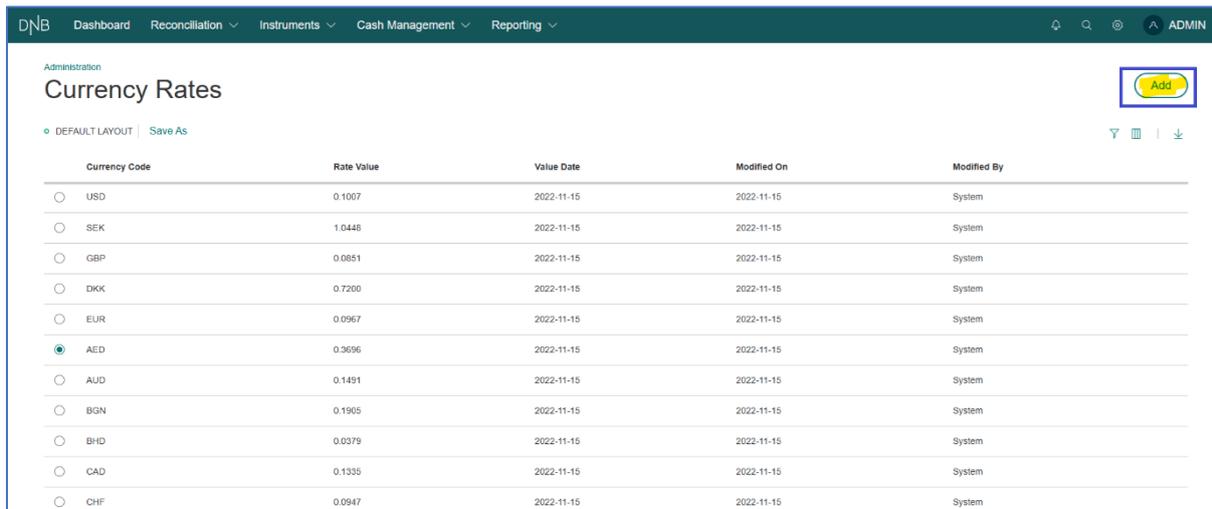
### 2. Click on Settings in the main menu, then select Administration

	19 May 2025					20 May 2025						
	DKK	NOK	EUR	USD	SEK	GBP	DKK	NOK	EUR	USD	SEK	GBP
<b>Total</b>	<b>643.47</b>	<b>2,231,158.52</b>	<b>29.63</b>	<b>140,002.38</b>	<b>2,849.51</b>	<b>110,500.00</b>	<b>643.47</b>	<b>2,231,158.52</b>	<b>29.63</b>	<b>140,002.38</b>	<b>2,849.51</b>	<b>110,500.00</b>
STARGLOBAL_52909010400039	102.33	0.00	0.00	0.00	0.00	0.00	102.33	0.00	0.00	0.00	0.00	0.00
OPERATIONAL ACCOUNT_70500629817	0.00	1,515.14	0.00	0.00	0.00	0.00	0.00	1,515.14	0.00	0.00	0.00	0.00
OPERATIONAL ACCOUNT_70500535421	0.00	129.48	0.00	0.00	0.00	0.00	0.00	129.48	0.00	0.00	0.00	0.00
COLLECTION ACCOUNT_50140447576	0.00	0.00	-5.43	0.00	0.00	0.00	0.00	0.00	-5.43	0.00	0.00	0.00
OPERATIONAL ACCOUNT_82000156784	0.00	12,000.00	0.00	0.00	0.00	0.00	0.00	12,000.00	0.00	0.00	0.00	0.00

3. Under the Currency Management section, click on Currency Rates.



4. Click on the 'Add' button.



5. Fill in the required fields as follows:

**CURRENCY** - Select the currency for which you want to define the FX rate..

**RATE VALUE** – Enter the exchange rate relative to the base currency.

*Note: If the base currency is NOK and you're adding a rate for BRL, enter the NOK to BRL rate.*

**VALUE DATE** – Choose the effective date for the FX rate.

< Currency Rates

CURRENCY

RATE VALUE

VALUE DATE Optional

6. Click Save. A confirmation message will appear once the rate is successfully saved.

Administration  
**Currency Rates**

• DEFAULT LAYOUT | [Save As](#)

Currency Code	Rate Value	Value Date	Modified On	Modified By
<input type="radio"/> USD	0.1007	2022-11-15	2022-11-15	System
<input type="radio"/> SEK	1.0448	2022-11-15	2022-11-15	System
<input type="radio"/> GBP	0.0851	2022-11-15	2022-11-15	System
<input type="radio"/> DKK	0.7200	2022-11-15	2022-11-15	System
<input type="radio"/> EUR	0.0967	2022-11-15	2022-11-15	System
<input type="radio"/> AED	0.3696	2022-11-15	2022-11-15	System
<input type="radio"/> AUD	0.1491	2022-11-15	2022-11-15	System
<input type="radio"/> BGN	0.1905	2022-11-15	2022-11-15	System
<input type="radio"/> BHD	0.0379	2022-11-15	2022-11-15	System
<input type="radio"/> CAD	0.1335	2022-11-15	2022-11-15	System
<input type="radio"/> CHF	0.0947	2022-11-15	2022-11-15	System
<input type="radio"/> CNY	0.7091	2022-11-15	2022-11-15	System
<input type="radio"/> CZK	2.3535	2022-11-15	2022-11-15	System

Successfully Added

7. Apply filter on Currency Code to search for the currency and confirm that the new rate has been added correctly.

Administration

### Currency Rates

DEFAULT LAYOUT | Save As

CURRENCY CODE

BRL Clear Filters

Add

Currency Code	Rate Value	Value Date	Modified On	Modified By
BRL	0.5500	2025-05-15	2025-05-20	ADMIN

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DISPLAY 25 1