

Quick guide to Bloomberg

David Wilson Library

1. Stock prices – example Tesco

Type TESCO into command line. Under Securities choose TSCO LN Equity (= Tesco PLC London). Type HP into command bar and choose Historical Price Table. 1 year's daily data is displayed. Change dates and frequency as required using the amber-coloured fields. Use tab 96 to export data to Excel.

Note: to download data you may need to have the Bloomberg Add-In in Excel. To get the add-in: choose the computer Start button – All Programs – Bloomberg – Install Excel Add-In.

Alternative: Type TESCO into command line. Under Securities choose TSCO LN Equity (= Tesco PLC London). Choose GP Historical Line Chart. Change date and frequency as required. Right click chart, choose Copy/export options, Copy data to clipboard. Paste data into Excel.

2. Equity Index – example Dax

Type DAX into command line. Under Securities choose DAX Index Deutsche Börse AG German Stock Index. Type HP into command bar and choose Historical Price Table. Set date range and frequency (period). Download data using red tab 96 Export to Excel.

Note: to download data you may need to have the Bloomberg Add-In in Excel. To get the add-in: choose the computer Start button – All Programs – Bloomberg – Install Excel Add-In.

Alternative: Type DAX into command line. Under Securities choose DAX Index Deutsche Börse AG German Stock Index. Choose GP Historical Line Chart. Change date and frequency as required. Right click chart, choose Copy/export options, Copy data to clipboard. Paste data into Excel.

3. Beta – example Barclays Bank

Type BARCLAYS into the command bar. Under securities, choose Barc LN Equity (= Barclays PLC London). Type BETA into command bar. Choose either BETA (Beta calculations) or HRA (Regression Analysis). Change dates and frequency as required using the amber-coloured fields. Choose Copy above a chart to copy chart or export it to PDF. To copy table, hold left click of mouse down, drag over table to highlight it, release. Data is copied -- paste it into Excel.

4. Company accounts data – example Apple

Type APPLE into command bar. Under securities choose AAPL US Equity (= Apple Inc U.S.). Select FA Financial Analysis. Company Accounts Data is presented on a number of grey tabs. Hover over any tab to see a definition.

Note – tab 8 = **Environmental, Corporate and Social Governance** report.

Note – tab 6 (Segments) shows **revenue by product** and by geography.

Information can be downloaded using red tab 98 Output.

Note: to download data you may need to have the Bloomberg Add-In in Excel. To get the add-in: choose the computer Start button – All Programs – Bloomberg – Install Excel Add-In.

5. Economic indicators – example Spain unemployment rate

Type ECST into command bar. Under Functions choose ECST World Economic Statistics. Choose a country (in this case type and select Spain) in the amber- coloured field. Choose Labor Market. In the centre of the screen find datasets available on this subject. Click on any dataset name for more detailed data. Click on the Graph icon to the right of any dataset(s) to create a chart. Change date range etc. as required. Right click chart, choose Copy/export options, Copy data to clipboard. Paste data into Excel.

Alternative: create chart as above, choose 7 Workbench above the chart. Change date range etc. Use red tab 2 Export to export chart or data.

Note: to download data you may need to have the Bloomberg Add-In in Excel. To get the add-in: choose the computer Start button – All Programs – Bloomberg – Install Excel Add-In.

6. Exchange rates – example £ - €

Type GBPEUR into command line. Under Securities, choose GPBEUR Curncy. Choose GP Historical Line Chart. Change date and frequency (= period) as required. Right click chart, choose Copy/export options, Copy data to clipboard. Paste data into Excel.

Tip: to find a currency code use FXTF – FX Ticker Finder - and browse by region. Or type a country – example Brazil - into command line. Under Securities you will see BRL Curncy. This means the code for the Brazilian Real is BRL. You can now use this to search for any Real exchange rates – for example GBRBRL, USDBRL, BRLEUR...

7. Bonds

a) Government bonds – example UK 3-month Treasury bill

Type BTMM into command line. Under Functions choose BTMM Treasury and Money Markets. Change country to United Kingdom. Locate 3M Treasury bill. Right click and hold down. Navigate to GP – Price Graph. Change date and frequency (period) as required using the amber-coloured fields. Right click chart, choose Copy/export options, Copy data to clipboard. Paste data into Excel.

Alternative: Locate 3M Treasury bill as above. Right click and hold down. Navigate to HP – Historical Price. Change date and frequency (period) as required using the amber-coloured fields. Use red tab 96 to export data to Excel.

Note: to download data you may need to have the Bloomberg Add-In in Excel. To get the add-in: choose the computer Start button – All Programs – Bloomberg – Install Excel Add-In.

Alternative: GGR - Generic Government Rates – is another source of government bonds data.

b) Corporate bonds – example Tata Steel 4.5% coupon

Type TATA into command bar. Under securities choose TATAIN Corp - Tata Steel LTD (Multiple Matches). Choose the 4.5% coupon. Many options are available – YAS Yield and Spread Analysis, GC Graph Curve, GP historical line chart, HP historical price table and so on.

8. Commodities – example crude oil

Type CRUDE OIL into command bar. Under Securities select CLA Comdty. Type HP into command bar and choose Historical Price Table. 1 year's daily data is displayed. Change dates and frequency as required using the amber-coloured fields. Use tab 96 to export data to Excel.

Note: to download data you may need to have the Bloomberg Add-In in Excel. To get the add-in: choose the computer Start button – All Programs – Bloomberg – Install Excel Add-In.

Alternative: Type CRUDE OIL into command line. Under Securities choose CLA Comdty. Choose GP Historical Line Chart. Change date and frequency as required. Right click chart, choose Copy/export options, Copy data to clipboard. Paste data into Excel

Note: press F9 CMDTY and then Go for a full list of commodity data.

9. Selecting multiple datasets – example Morrisons, Sainsbury and Tesco, closing share price, current market capitalisation and dividend yield.

Download the Bloomberg Excel add-in. Choose the computer Start button – All Programs – Bloomberg – Install Excel Add-In.

Open Excel. Choose the Bloomberg tab. At the top of the screen, choose Real-Time/Historical, then Historical End of Day. The Bloomberg Data Wizard will open. Search for Morrisons and double-click on MRW LN Equity to add it to the Selected securities box. Repeat for SBRY LN Equity and TSCO LN Equity.

Click Next. For closing share price, type in last price and search. Choose Last Trade/price and double click to get it into the selected fields box. Repeat for dividend yield and current market cap.

Click Next. Decide on a date range and a frequency (periodicity).

Click Next. Complete the Bloomberg Data Wizard (3 more screens). Click Finish. Data will appear in Excel.

Alternative - Create a Chart: in Bloomberg type G into command line and under Functions select G Saved Custom Charts. Click red tab 1, Create Chart, and select the default Standard G Chart. Click Next. Change frequency (period) and date as required. Type Morrisons into the amber-coloured security field and select MRW LN Equity. In the amber-coloured data field you will see Last Price. Change if required. Repeat for Tesco and Sainsbury. Click Next and Next again. Create chart. Right click chart, choose Copy/export options, Copy data to clipboard. Paste data into Excel.

10. Constituent lists – example all companies on the CAC 40

Type CAC into command line. Under Securities choose CAC 40 Index. Choose MEMB Member Weightings. Add data types to the table using grey tab 3 Fields. Download data to Excel using red tab 6 Output.

Note: to download data you may need to have the Bloomberg Add-In in Excel. To get the add-in: choose the computer Start button – All Programs – Bloomberg – Install Excel Add-In.

Other useful mnemonics:

DES: for a description of any dataset. Find the dataset first then run the DES function.

Also handy, find a company then run one of the following functions:

ANR: Analyst recommendations

CN: Company News

DVD: Dividend Information

ERN: Earnings Summary

GIP: Intraday Price Chart

MGMT: Management (including salaries and bonuses)

N: News

RELS: Capital Structure (including bonds and CDS spreads)

RG: Total Return Comparison

Another useful functions

FXIP: Foreign Exchange Information Portal for currency rates, (plus an overview of gilts, bonds and economic indicators)

GCDS: Global CDS Chart – for credit default swaps

SECF: Security finder – for stocks and bonds

Fun things:

BMAP: map: locate gas pipes, storms, earthquakes, vessels at sea...

DINE: restaurant guide

FIGHT: flight schedules

HOTE: hotel guide

JOBS: high-position jobs advertised

MUSE: arts news and events

POSH: eBay for rich people