

BLOOMBERG GUIDE BY TOPICS

GETTING STARTED ON BLOOMBERG

BLOOMBERG KEYBOARD

Green Action Keys

Yellow Functional Buttons

FUNCTIONS TO GET STARTED

BU – Bloomberg Training Resources

EASY – Display of Tips

EXCH – List of all Exchanges Available on Bloomberg

N – Access to Bloomberg News

BBXL – Overview of How to Import Bloomberg Data to Excel

BLP – Bloomberg Launchpad for Setting up Interactive Workstation

ECONOMIC AND FINANCIAL MARKET INFORMATION

ECO — Calendar of Economic Releases

WECO — World Economic Calendar and Economic Indicators

ECST – World Economic Statistics, Economic Indicators and Beige Book

CBQ – Market Summary Benchmark Information

FOMC — Information on Policy Changes of the FOMC

FED – Calendar of Federal Reserve Releases

ETF – Exchange-Traded Funds

MACROECONOMIC AND MARKET ANALYSIS

ECO – Key Indicators and Economic Information from Economic Menu

ECST – Key Economic Statistics by Country

GDP

Labor

Sales

Economic Indicators

Housing and Construction

Money and Banking

Price Indicators

Manufacturing and Trade

TOP – Monitoring Economic News

TNI – Searching for Economic News

WECO – Identifying Futures Economic Events

CECO – Creating a Customized Calendar of Current and Upcoming Economic Events

LAW

BLAW – Law and Cases

FUNCTIONS AND INFORMATION ON THE EQUITY MENU SCREEN

BQ – Price and Trade Data
QRM – Bid/Ask Quotes
CF – Corporate Filings and SEC Filings (EDGAR)
MOST – Most Active Stocks
HILO – Stocks, Mutual Funds, ABS, and REITS that have 52-Week High or Low
HALT – List of Suspended or Halted Stocks by Exchange
TOP STK – Top Bloomberg News Headline Related to Stocks
CACT – Displays Calendar of Corporate Actions

FUNCTION FOR STOCK RETURNS AND VARIABILITY

GP – Price and Volume Graph
COMP – Compares the Returns of Security with Benchmark Index
BETA – Beta Calculations
HRA – Historical Regression
HS – Historical Spreads
HVG – Volatility Graph
ECCG – Credit Company Graph

INDEX BY SECTORS

IBQ – For industry menu
BBNI Industry News
Index Menu
“Index Symbol” [INDEX] <enter>
Useful Function on Index Menu:
RV – Relative Value
MEMB – Index Weightings
GWGT – Group Weighting
MRR – Member Returns

TECHNICAL FUNCTIONS ON A STOCK’S EQUITY MENU

Relative Strength Index – RSI
Moving Averages – MACD
Overview Chart – GOC
Bollinger Bands – BOLL
Money Flow – GM
Bullish and Bearish Trends – CNDL

STOCK PORTFOLIO FUNCTIONS—PRTU

STEPS FOR CREATING PORTFOLIOS

Step 1: PRTU: Create a Portfolio Using PRTU

Step 5: Type PMEN to access a menu of functions to apply to the portfolio

PORTFOLIO BASKET

PBSK – Puts the portfolio in a basket, calculates historical return, and allows the portfolio to be treated as an index to be analyzed on the Index menu.

CIXB – Newer Bloomberg basket function

CORPORATE BOND INFORMATION—Ticker [CORP]

RATC – Search of Credit Rating Changes in the Market

ISSD – Quick Overview of a Company's Key Ratios

DDIS – Company's Outstanding Debt

NIM – Monitoring New Bonds Using Bloomberg's

SRCH – Finds Corporate Bonds Using Bloomberg's Search Function

TREASURY AND FEDERAL AGENCY INSTRUMENTS – [GOVT]

BBT – Monitors and Compares Prices of Government Security Dealers

MUNICIPAL BONDS – [MUNI]

PICK – Finds the Latest Municipal Offering

SRC – Finds Municipals Using Bloomberg's Customized Search

INTERMEDIATE SECURITIES

Bloomberg's Money Market Information – [M-MKT]

Bloomberg's Mortgage Security Information – [MRTG]

Bloomberg's Investment Fund Information – [EQUITY]

Bloomberg's Foreign Bonds and Eurobonds Information by Corporation – [CORP]

Bloomberg's Foreign Government Securities – [GOVT]

BOND PRICE AND YIELD INFORMATION

Corporate Bond's Price and Yield – Ticker [CORP]

DES – To Obtain Information on the Bond's Coupons, Day-Count Convention, Maturity, and other Features

BFV – To Analyze where the Bond Should Trade given Comparable Bonds

YAS – To Determine the Bonds Price, YTM, and Yield to Worst

Treasury Security's Price and Yield – [GOVT]

DES – To Obtain Information on the Bond's Coupons, Day-Count Convention, Maturity, and other Features

BFV – To Analyze where the Bond Should Trade given Comparable Bonds

YAS – To Determine the Bonds Price, YTM, and Yield to Worst

SRCH – To Search for Government Bonds Using Different Criterion

BTMM – Finds Major Rates and Security Information

GGR – Finds Global Summary of Government Bill and Bond Rates for Countries

FMC – Finds Yields Across Maturities of Multiple Corporate and Government Bonds

TOTAL BOND RETURN

TRA – To Determine a Bond's Total Return

YIELD CURVE INFORMATION

YCRV – Finds Current and Historical Yield Curves for Government and Corporate Bond Sectors Using YCRV

IYC – Finds Yield Curves for Different Countries Using IYC

FWCV – Projects Implied Forward Rates

ECONOMIC INFORMATION AND NEWS AFFECTING THE LEVEL AND STRUCTURE OF INTEREST RATES

TOP BON – Top Bond Information

NI FED – Federal Reserve Information

NI – Information on Corporate and Country ratings

DEFAULT RISK

RATC and CRPR – Evaluates a Corporation's Current and Historical Credit Ratings

RVM – Evaluates a Bond's Spread

ISSD – Evaluates a Corporation's Financial Information

STEPS FOR CREATING FIXED-INCOME PORTFOLIOS

Step 1: PRTU: Create a Portfolio Using PRTU:

Step 4: Type PMEN to Access a Menu of Functions to Apply to the Portfolio

EXPLORING FIXED-INCOME PORTFOLIO FUNCTIONS ON THE PMEN SCREEN

PDSP – Market Value and Price Display

PSA – Shock analysis on current portfolio given multiple yield curve shifts

PSH – Proposed Trade and Impact Analysis on Current portfolio

KRR – Portfolio's Distribution by Sector and Maturity

ASSET-BACK SECURITY FUNCTIONS

- CLAS** – Glossary of CMO Class Types
 - YT** – Yield Table
 - CFG** – Cash Flow Graph
 - WALG** – Weighted Average Life Graph
 - CLC** – Collateral Composition
 - CPH** - Historical Prepayments
 - CLC** – Collateral Information
 - VALL** – Display Table of Dealer Prepayment Assumptions
 - PVG** – Chart of Prepayment Model Available on Bloomberg
 - DV** – Displays of Prepayment Model Based on Select Scenarios
 - YT** – Values a Mortgage or Asset-Backed Security Given Different Assumptions
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FUTURES CONTRACT INFORMATION – CTM

Steps for Finding Futures Contract Information

- CTM – Contract Table Menu
- CT – Contract Table

FUTURES PRICING AND HEDGING FUNCTIONS

- FVD – Finds the Fair Value and Carrying Cost Value
- HEDG – Finds the Number of Futures Contracts Needed to Hedge a

OPTION INFORMATION

- OMST – Finds the Most Actively Traded Options on a Particular Stock
- OSA – Option Strategy Functions: Generates Profit Tables and Graphs
- OV – Values Options using the Black-Scholes, Binomial, and other Option Pricing Models
- SKEW – Volatility Smiles and Surfaces
- HVG – Historical Volatility Function
- HIVG – Historical Implied Volatilities
- OV – Option Greek: delta, theta, gamma, vega and rho
- CALL and PUT – Finds a Security's call and put values, implied volatilities, and Greeks
- COAT AND POAT – Option Value Sensitivity Analysis
- OVX – Evaluates Exotic Options

CREDIT SWAPS

- CDSW – Credit Default Swap Valuation Calculator
- ASW – Asset Swap Spread and Z-Spread Calculation
- CDS – Evaluates a Default Swap Basket