ZKB Dataset eBanking User Guide

User guide for using ZKB Dataset in eBanking

Content

1 Preamble

This guide describes how to use the ZKB Dataset service in eBanking. It explains which requirements must be met and how ZKB Dataset can be set up and used.

2 Requirements and procedure

In order to use ZKB Dataset, the following requirements must be met:

— To accept the terms of use, an eBanking contract must be in place.
— The specific terms and conditions for digital banking services must be accepted.
— In order to configure subscriptions or obtain data, you must either be the owner of these transactions or have a relevant power of attorney.

To activate ZKB Dataset, please contact zkbdataset@zkb.ch. Zürcher Kantonalbank will then notify you of the next steps.

3 Accepting the terms of use

3.1 Accepting the terms of use (sole signing right)

The following steps allow you, as sole signatory, to accept the terms of use via eBanking:

Log in to your eBanking and navigate to "All Services" via "Services" Under "Reports" you can call up "ZKB Dataset". It is also possible to access the service directly using "ZKB Dataset" in "Enter search term".

Start the activation process using the "Activate" button.

Read the terms of use carefully and accept them using the checkbox. The decision is saved when pressing the "Next" button and the process is completed.

You have accepted the terms of use and are now ready to configure your first subscription.

Note

If the signature takes place jointly, another authorised signatory must accept the terms and conditions of use in eBanking (see 3.2.).

> (i) **Terms of use successfully accepted**
> In order to use ZKB Dataset, the activation must be approved by additional authorized signatories.

3.2 Accepting the terms of use (joint signing right)

As a joint signatory, you can accept the terms and conditions of use via eBanking by following these steps:

Another user with joint signing authority should log into their eBanking contract and navigate to the ZKB Dataset tab following the steps above.

The approval of the first user can be confirmed via the "Check and approve" button.

> ⚠ **Approve necessary**
> Approve the activation to be able to configure your data delivery afterwards.

> Check and approve

You have accepted the terms of use and are now ready to configure your first subscription.

> ✓ **Additional function ZKB Dataset activated**

4 Data subscription

This section explains how subscriptions can be configured in eBanking.

The prerequisite for this use is that ZKB Dataset is activated.

4.1 Entering a new data subscription

Perform the following steps to open a subscription in eBanking:

Log in to your eBanking and navigate to "All Services" via "Services" Under "Reports" you can call up "ZKB Dataset". It is also possible to access the service directly using "ZKB Dataset" in "Enter search term".

Select the "New subscription" button.

4.1.1   Step 1 – Details subscription

You will be redirected to the first step of the "Details subscription" opening process.

Subscription name

You can define a name for the subscription or use the default value.

Date type

For the date type, you can choose between the following options:

Date type	Description
Booking date	Transactions and positions up to approx. 20:00 (CET) are taken into account for the booking date. Transactions after approx. 20:00 are taken into account on the next booking day.
Transaction date (available soon)	The transaction date (date the transaction is completed) takes into account the period from 00:00 to 23:59 (CET) on the selected day.
Timestamp (available soon)	For the date type "Timestamp", the period from 6:00 of the selected day to 5:59 of the following day is taken into account. In the case of a one-time subscription, this time slot can be defined individually.

Periodicity

You can choose between the following three variants for periodicity:

Periodicity	Description
daily	The configured subscription is executed again every working day.
monthly	The configured subscription is executed on the first working day of the month for the previous month.
once	The configured subscription is immediately executed once for the selected period.

Format

You can choose between the following two file formats. The formats differ not only in terms of structure, but also in terms of file generation:

Format	Description
Native.XML	ZKB Dataset file in extensible markup language. Up to four different categories can be selected: • Transactions • Positions • Valuations • Reference data XML format generates one file for each category
CSV	ZKB Dataset file in comma-seperated value format. Two different categories can be selected: • Transactions • Positions The files in CSV format are generated at the product level. The following files are created in the maximum version: • Transactions – foreign exchange and precious metals • Transactions – money market and fiduciary investments • Transactions – accounts and loans • Transactions – corporate actions • Transactions – securities • Positions – foreign exchange and precious metals • Positions – money market and fiduciary investments • Transactions – accounts and loans • Positions – securities • Positions – OTC

Clicking on the "Next" button takes you to the next process step "Details data reference".

4.1.2   Step 2 – Details data reference

Data selection

Select your data: Depending on the parameters selected in the previous process step, different categories can be selected.

Data selection	Description	XML	CSV
Transactions	All transactions for the specified period are delivered.	X	X
Positions	All positions for the defined date are delivered.	X	X
Valuations	The attributes of a position file that are relevant for a general valuation are delivered.	X	
Reference data	The master data attributes of a position file are delivered.	X	

Data from/Data until

For the "once" periodicity, the "Data from" and "Data until" fields can be filled in using the date picker. The two dates define the period of data retrieval.

Execution from/Execution until

If the "daily" or "monthly" periodicity is selected, the "Execution from" and "Execution until" fields can be filled in. The two dates define from when and to what date the subscription should be executed every day or every month (there is no end date by default). If an "Execution until" date is selected, the subscription will be executed for the last time on the selected day and then deleted.

Deployment site

You can determine how the files are to be delivered to you via the place of provision:

Deployment site	Description
eBanking	The information is provided in eBanking and you can also obtain the files there directly.
Servers & eBanking	The information is provided to the customer in eBanking and additionally to an authorised server. Server & eBanking can only be selected if a corresponding server has been set up.

Separator: In CSV format, you can use the separator to decide which of the following two characters to use to separate the values from each other:

— Tabulator
— Semicolon

Use the "Next" button to go to the "Banking products selection" step.

4.1.3   Step 3– Banking products selection

The table shows all banking products that can be selected for a subscription. To include a banking product in the subscription, you can select the relevant checkbox at the left of the table.

Note

You can use the filter to restrict the banking products displayed in the table to individual partners and thus reduce the number of banking products displayed within the table.

If you would like to include banking products that are opened at a later date, you can include them in the subscription using the checkbox "Automatically integrate future available banking products".

The opening process is completed by clicking on the "submit" button.

Note

Once subscriptions are executed immediately and can then be viewed under active subscriptions until the end of the day. On the next calendar day, the once subscription will be deleted and can be seen under the subscriptions "deleted" view.

Periodic subscriptions are immediately visible in the subscription overview and are executed for the first time on the selected day in the subscription process.

4.2 Viewing a data subscription

4.2.1 Overview of data subscriptions

Follow these steps to view all subscriptions:

Log in to your eBanking and navigate to "All Services" via "Services" Under "Reports" you can call up "ZKB Dataset".
It is also possible to access the service directly using "ZKB Dataset" in "Enter search term".

By default, all active subscriptions are shown in the subscription overview. The overview can be refined with various filters.

4.2.2 Details of a data subscription

Follow these steps to view the subscription details of a subscription:

Log in to your eBanking and navigate to "All Services" via "Services" Under "Reports" you can call up "ZKB Dataset".
It is also possible to access the service directly using "ZKB Dataset" in "Enter search term".

Select the name of a subscription: For example: "Subscription ZKB Dataset"

Note

In the case of a fully authorised user, all details of the subscription are displayed. To download the file of an executed subscription, proceed as described in point 5.1 "Downloading operations/files".

If the user is not authorised for all banking products in the subscription, the details are displayed with restrictions. A message appears stating that not all banking products can be displayed due to missing authorisations.

4.2.3 Transactions of a data subscription

The following steps show you the banking products of a subscription:

< **Subscriptions**

Bestellung ZKB Dataset

Subscription details

		Edit
Subscription name	Bestellung ZKB Dataset	
Periodicity	daily	
Format	Native.xml	
Deployment site	eBanking	
Creation date	25.08.2023	
Execution until	25.08.2023	
Date type	Booking date	
Data selection	Positions, Valuations, Reference date, Transactions	
Banking product selection		Details
Status	active	Pause / inactivate subscription
Additional information		

Log in to your eBanking and navigate to "All Services" via "Services" Under "Reports" you can call up "ZKB Dataset". It is also possible to access the service directly using "ZKB Dataset" in "Enter search term".

Select the name of a subscription: For example: "Subscription ZKB Dataset"

Select the link under "Details" next to "Banking product selection".

You will be redirected to the banking product overview for the subscription and can refine it with filters.

4.3 Adjusting a data subscription

subscriptions with a daily or monthly periodicity that have "active", "planned" or "paused" status can be modified.

‹ Subscriptions

Subscription ZKB Dataset

Subscription details   Edit

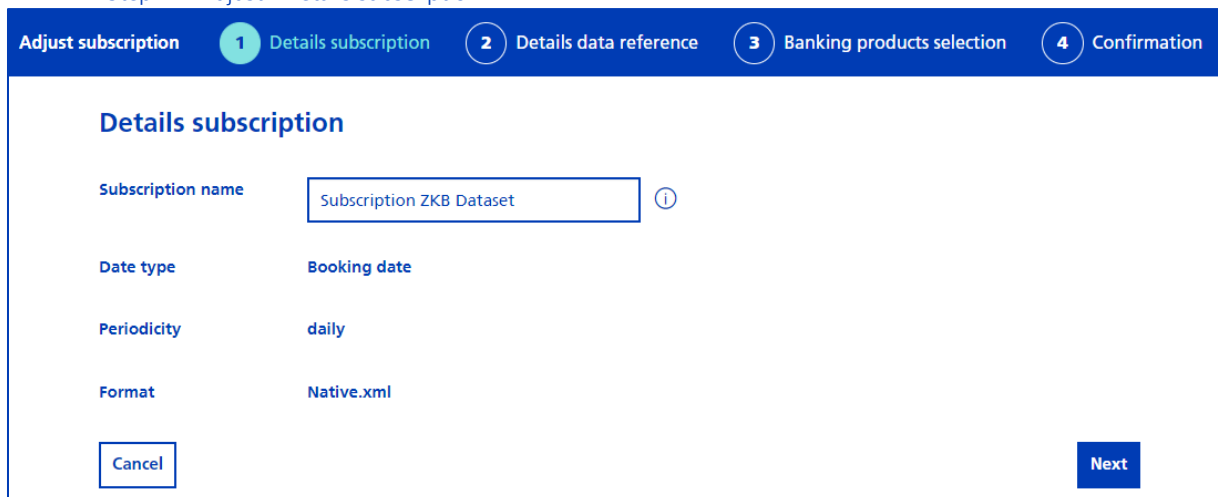|	
Subscription name	Subscription ZKB Dataset
Periodicity	daily
Format	Native.xml
Deployment site	eBanking
Creation date	23.03.2023
Execution until	31.12.9999
Date type	Booking date
Data selection	Valuations, Positions, Reference date, Transactions
Banking product selection	Details
Status	active Set / delete subscription on hold
Additional information	

Perform the following steps to edit a subscription:

Log in to your eBanking and navigate to "All Services" via "Services" Under "Reports" you can call up "ZKB Dataset". It is also possible to access the service directly using "ZKB Dataset" in "Enter search term".

Select the name of the subscription to be modified.

In the details of a subscription, the change process is initialised using the "Edit" button.

4.3.1 Step 1 – Adjust "Details subscription"

Adjust subscription	1 Details subscription	2 Details data reference	3 Banking products selection	4 Confirmation

Details subscription

Subscription name	Subscription ZKB Dataset (i)
Date type	**Booking date**
Periodicity	**daily**
Format	**Native.xml**

Cancel   Next

The following parameter can be modified in the "Details data reference" process step:

Details data reference	Description
Subscription name	The name of the subscription can be overwritten if necessary.

Clicking "Next" takes you to the overview page "Details data reference".

4.3.2   Step 2 – Adjust "Details data reference"

The following parameters can be adjusted in the "Details data reference" process step:

Details data reference	Description
Data selection	The categories can be adjusted. You can add more or remove existing ones.
Execution until	Execution until date: The "Execution until" date can be adjusted. The "Execution until" date defines when a subscription should be executed for the last time. After the last execution, the subscription is automatically deleted.
Deployment site	If an instruction for an authorised server is entered, the deployment site can be adjusted.

"Next" takes you to "Banking products selection".

4.3.3 Step 3– Adjust "Banking products selection"

Additional banking products can be added or existing banking products can be deselected in the "Banking products selection" process step. The same applies to the "Future available banking products" checkbox.

Use the "Submit" button to complete the change process.

The adjustment can be seen immediately in the subscription, but only impact the next execution.

4.4 Inactivate a subscription

If a subscription is no longer required, it can be inactivated via the following steps:

Log in to your eBanking and navigate to "All Services" via "Services" Under "Reports" you can call up "ZKB Dataset".
It is also possible to access the service directly using "ZKB Dataset" in "Enter search term".

Select the name of the subscription to be deleted.

The process is started in the "Subscription details" via a link next to the status "Pause / inactivate subscription".

In the first step, the radio button "Deactivate subscription" must be selected.

Note

If the subscription is to be inactivated on a specific date, this date can be determined in the date picker. Without a date, the subscription will be inactivated immediately.

You can continue the process by clicking on the "Next" button.
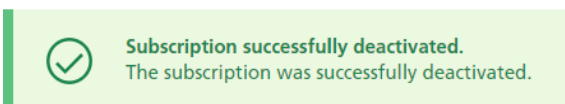
The adjustments are summarised in the "Check" step.

The process is completed with the "Transfer" button.

A success message appears confirming that the subscription has been successfully scheduled or deactivated.

If no scheduling has taken place, the subscription will change to "inactive" status. If the deactivation has been scheduled, a note appears next to the subscription in the form of an icon indicating the future event. As soon as the selected date has been reached, the subscription is executed one last time and then deactivated.

Name	Periodicity	Included data files	Last executed on	Status	Creation date
Bestellung ZKB Dataset	daily	Valuations, Positions, Reference date, Transactions		active ⓘ	Deletion per: 31.08.2023

4.5   Pause / continue a subscription

‹ Subscriptions

Bestellung ZKB Dataset

Subscription details   Edit

Subscription name	Bestellung ZKB Dataset
Periodicity	daily
Format	Native.xml
Deployment site	eBanking
Creation date	25.08.2023
Execution until	25.08.2023
Date type	Booking date
Data selection	Positions, Valuations, Reference date, Transactions
Banking product selection	Details
Status	active Pause / inactivate subscription
Additional information	

A subscription can be paused if the corresponding operations are not required for a foreseeable period of time.

Follow these steps to pause a subscription:

Log in to your eBanking and navigate to "All Services" via "Services" Under "Reports" you can call up "ZKB Dataset". It is also possible to access the service directly using "ZKB Dataset" in "Enter search term".

Select the name of the subscription to be paused.

The process is started in the "subscription details" via a link next to the status "Pause / inactivate subscription".

Depending on the status of the subscription, "Pause subscription" or "Activate subscription" must be selected in the first step.

Pause / inactivate subscription	① submit ② Check ③ Confirmation

◉ Pause subscription
○ Deactivate subscription

Pause per: [🗓]

Cancel   Next

Note

If the subscription is to be paused or reactivated on a specific date, this date can be determined in the date picker. Without a date, the subscription is immediately placed on hold or reactivated.

Press the "Next" button to continue the process.

The "Check" step shows the status change again.

If the subscription is to be set paused or reactivated, you can confirm this by clicking on the "Transfer" button.

A success message appears confirming that the subscription has been successfully scheduled, paused or reactivated.

If the pause/reactivation was entered for immediate effect, the subscription status changes to "Pause" or "Active". If the pause/reactivation has been scheduled, a notification appears next to the subscription in the form of an icon. As soon as the selected date has been reached, the subscription is executed one last time and then paused or the subscription is continued.

Name	Periodicity	Included data files	Last executed on	Status	Creation date
Bestellung ZKB Dataset	daily	Valuations, Positions, Reference date, Transactions		active ⓘ	Pause per: 31.08.2023

5 Operations

All files that have been generated can be displayed in eBanking. To download a file from a subscription, it must have been executed at least once.

A subscription in XML format generates one file per data type (transactions, positions, valuations and reference data) and bank working day.

A subscription in CSV format generates one file per data type (transactions and positions) and product type (e.g. foreign exchange and precious metals), provided that a corresponding transaction is present in the subscription.

Possible files by format

Native XML	- Transactions - Positions - Valuations - Reference data
CSV	- Transactions – foreign exchange and precious metals - Transactions – money market and fiduciary investments - Transactions – accounts and loans - Transactions – corporate actions - Transactions – securities - Positions – foreign exchange and precious metals - Positions – money market and fiduciary investments - Positions – accounts and loans - Positions – securities - Positions – otc

5.1 Download operations/files

To download a file, the following steps are necessary:

Log in to your eBanking and navigate to "All Services" via "Services" Under "Reports" you can call up "ZKB Dataset". It is also possible to access the service directly using "ZKB Dataset" in "Enter search term".

Select the name of the subscription from which you want to download the files.

Below the subscription details, you will find the operations.

All files of an operation can be downloaded via the download button at the operation level.

If only individual files are to be downloaded, you can open an operation using the corresponding button and download an individual file.

You will find your file(s) in your download folder.

Executions

	ID	Deployment site	Included data files	Data from	Data until
⌄	298650040	eBanking	Transactions	13.03.2023	13.03.2023

Filename	Data from	Data until	
Bestellung_ZKB_Dataset_transactions_20230316_130550.xml	13.03.2023	13.03.2023	↓