USER GUIDE Getting Started

MUNIRISK[™]

UPLOADING BID LISTS & OFFER LISTS FROM IMGR

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Available on the Bloomberg Terminal®

Run the Application

1. Run **APPS CREDIT <GO>** on your Bloomberg Terminal®.

2. Click Run App on the Storefront screen.

3. Once the app has loaded A, select IMGR lists from the dropdown. Now, you're ready to set up your workspace to begin analysis of a bid list or offer list.

4. Run IMGR on the Terminal®.

Export to Excel

In IMGR, click Edit Search and select Edit Columns to make sure CUSIP / ISIN appears in the export. B

Click Action dropdown and select *Export to Excel -- All Columns*. B Save to your desktop as an Excel file. C

Upload from Desktop

Upload the bid or offer list from your desktop. Click the upload button 🟦 and select the file. D

Run a Bid List

Once uploaded, the bid list appears timestamped in the IMGR List. A Remove a list by clicking X.

Click C to run a list and pull in data. Depending on list size, this may take ~60 seconds.

Move into **Scatter Plot** to begin analyzing bids/offers.

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> Example offer list above. A bid or offer list must include CUSIPs (or ISINs). Per Bloomberg limitations, there is a maximum number of columns (30) that you can export at a time.

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