



## **FCA explains RegData: video transcript**

### **Viewing your schedule**

After you have signed in to My FCA you will see the homepage, the Go to section and your next tasks for your firm

Scroll down to see to Go to Section and a list of your firms' tasks

From the Go to menu, you can access RegData and view your firm's Reporting Schedule by clicking on it

You will be navigated to RegData

On the RegData home page you will see your Reporting Schedule

The Due Date column shows when you need to report by

The Start Date column describes the beginning of the period you're reporting for

The End Date column is when the reporting period ends

The Current Status shows whether your report is on time or overdue

All data items due for the same reporting period, on the same due date, is called a 'return'

You can view all data items for a return by clicking the + symbol

You can view all data items across all returns by clicking on Expand all returns

In each return, you can find more information and select the data item(s) you wish to complete

Watch more training videos at [fca.org.uk/firms/regdata/resources](https://fca.org.uk/firms/regdata/resources)