# Quick Guide

# **Pacoship**

#### **GETTING STARTED**

Download the Pacoship Installation file from the <u>Pacomarine.com</u> website (FREE TRIAL or BUY PACOSHIP). If your web browser is set to allow you to choose a particular directory, you may choose Desktop. If not you will find the downloaded installation file in the file directory Downloads.

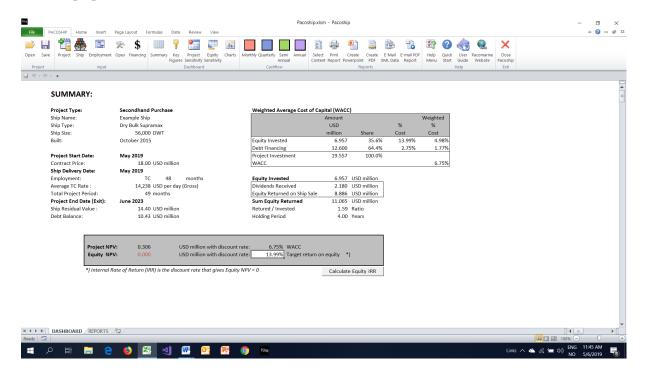
Click on the icon for the installation file and follow the instructions as the file opens and the application Pacoship is installed. **Click** on the **Pacoship** *icon* (on your desktop or in your Start Menu), if the Pacoship Application does not open automatically immediately after installation:



The Pacoship program will open.

When the program first opens, you will be asked to input a license key to activate the program. The license key has been sent to the e-mail address you gave to download the program. Once you have activated the Pacoship application with your license key, you are ready to start using Pacoship.

Pacoship opens in Excel with the customs tab PACOSHIP and the custom Ribbon as seen below:



#### **THE PACOSHIP RIBBON**

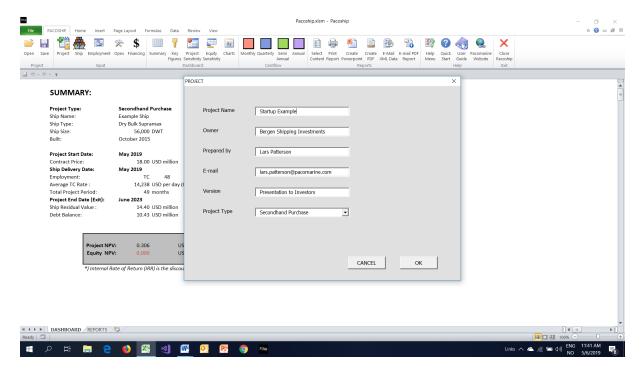
The Pacoship Ribbon Menu has seven main sections: **Project, Input, Dashboard, Cashflow, Reports, Help** and **Exit.** By clicking a button (icon) in any of the sections, relevant action is triggered. You may click the buttons in any order, but a good workflow can be to move from left to right. Have a look at the video Quick Tour or attend one of the webinars for more information on workflows and good practice. See KNOWLEDGE on the Pacomarine.com website for information on upcoming webinars

#### Input

The INPUT section is divided into five sub-sections: Project, Ship, Employment, Opex and Financing. To go to any of these five sub-sections click on the button with the corresponding name on the sub-menu bar on the INPUT top menu.

#### **Project:**

To open a **saved project** or **start a new project** go to the **Project** section. When starting a new project select one of the two project types: *Newbuilding* or *Secondhand Purchase*. \*)

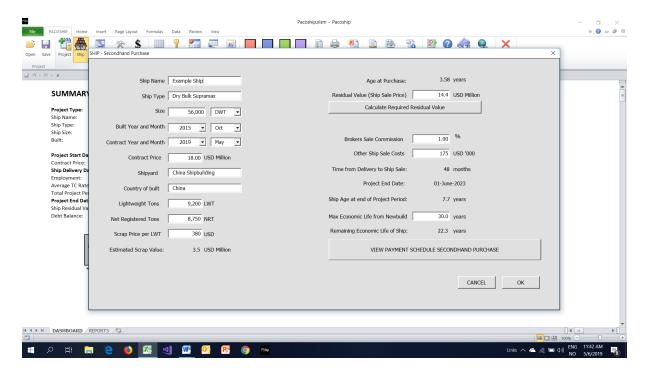


<sup>\*)</sup> More project types such as charter with purchase options and scrapping deals will be added as the Pacoship program is further developed and upgraded.

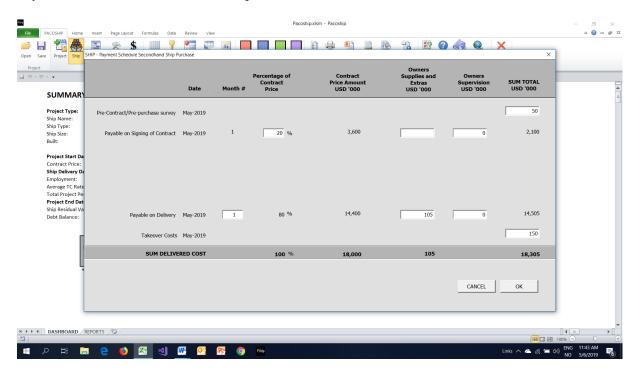
#### Ship:

Enter details of the ship to be purchased including ship type, ship size, when built, contract date, ship purchase price, payment terms and expected residual value.

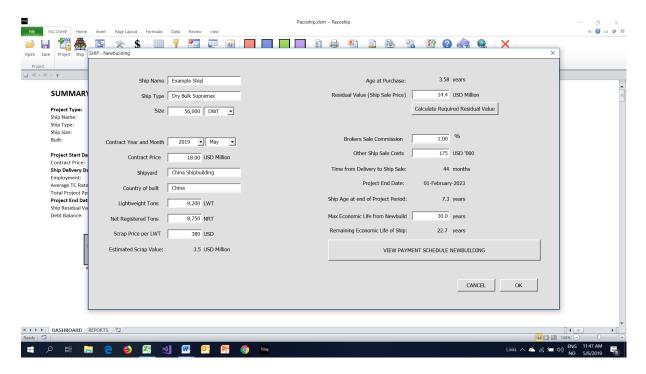
#### Secondhand Purchase:



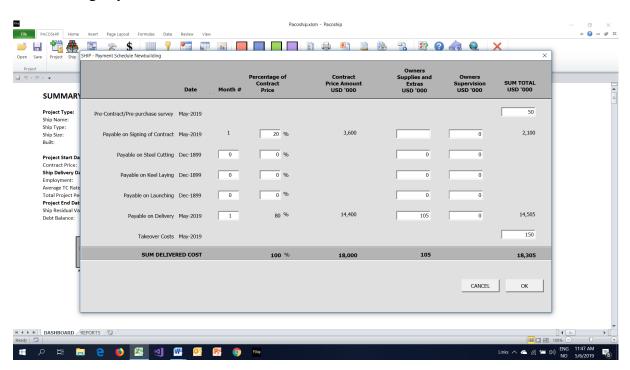
#### Payment Schedule for Secondhand Ship Purchase:



#### Newbuilding:

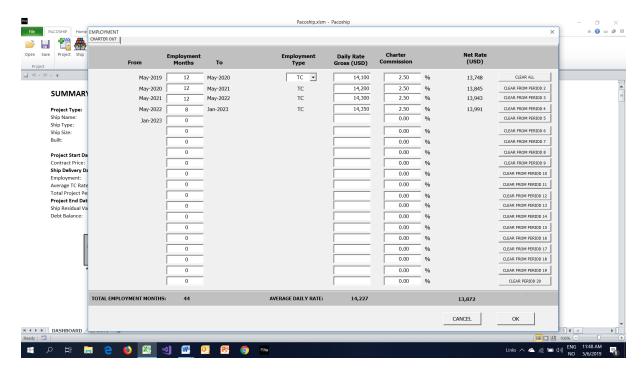


## Newbuilding Payment Schedule:



#### **Employment:**

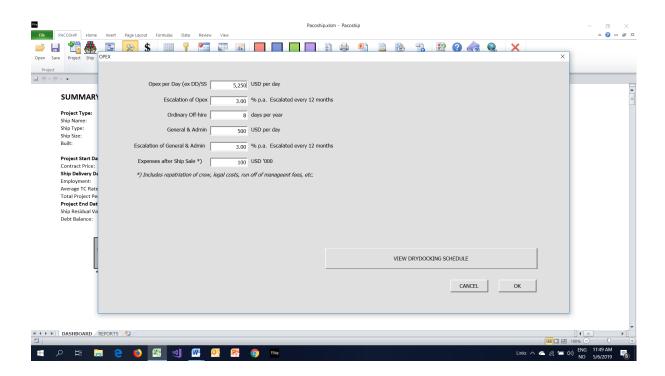
Enter charter rate, duration of charter and % charter commission(s).



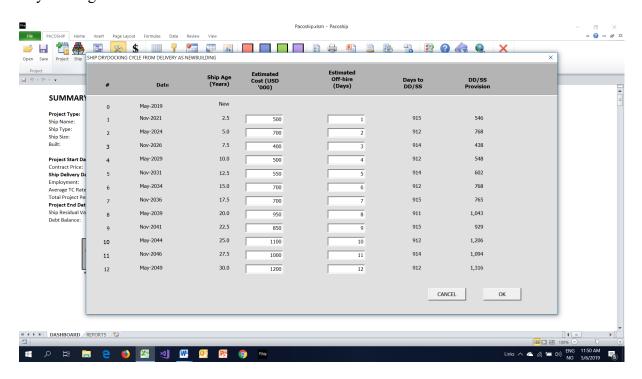
The maximum number of project months is 360 months (30 years). A maximum number of Total Employment Months is 360 less number of months from Project Start to Ship Delivery. A message box will appear with a warning if the number of Total Employment Months is more than this.

#### Opex:

Enter operating costs including ship operating costs per day, administration costs and ordinary offhire, estimated dry docking costs and off-hire due to drydocking.

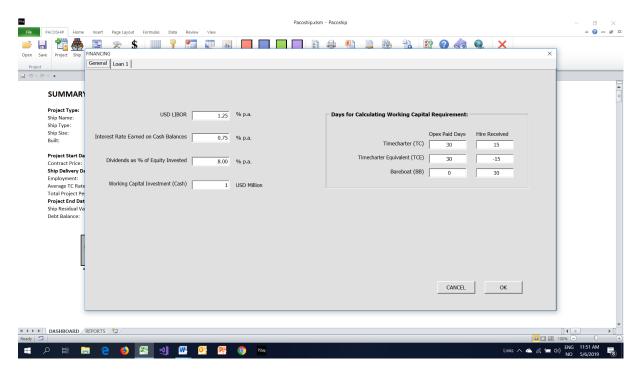


#### Drydocking Schedule:

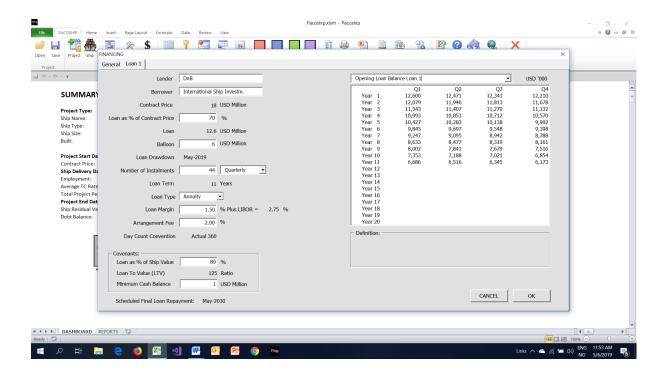


#### Financing:

On the General form you enter inputs that are relevant for all the loans, like USD LIBOR, interest rate on Cash Balances (Deposits), and minmum cash balance for working capital.



On the Loan 1 form, you enter loan details including loan amount or loan amount the percentage of the ship purchase price. You may also enter loan type (serial or annuity), number of interest periods (quarterly or semi-annual) Interest rate, loan fees and loan covenants.



For the moment Pacoship is set up for one loan (Loan 1). As Pacoship is developed further, more than one loan will be possible. (Including various forms of loans like a sellers credit).

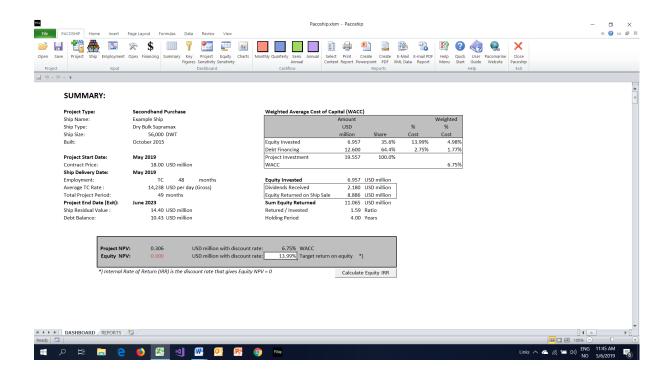
#### **DASHBOARD**

The **DASHBOARD** section is divided into five sub-sections:

Summary, Key Figures, Charts, Project Sensitivity and Equity Sensitivity. To go to any of these five sub-sections click on the icon(button) with the name of the sub-section on the Ribbon bar on the Pacoship Excel Ribbon Tab menu.

#### **Summary:**

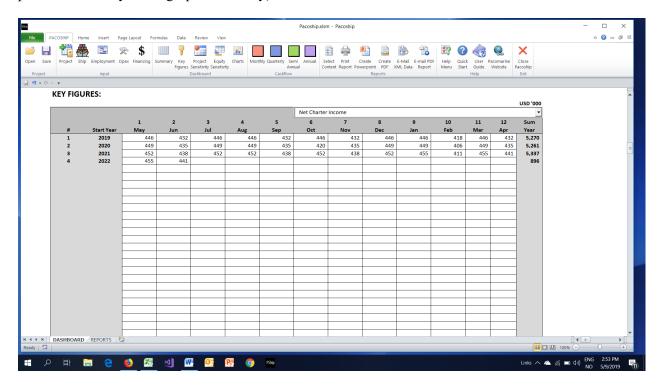
It shows information about Ship, the Project type and duration of the project (Start Month and End Month). Residual Value (Ship Sale Price), Capital structure and Net Present Value (NPV) of Project Cash Flow and Cash Flow. This is where you specify required return on Equity and by the click of a button calculate the Internal Rate of Return (IRR) of Cash Flow to Equity.



### **Key Figures:**

Displays month by month key figures selected from a drop down menu. This includes:

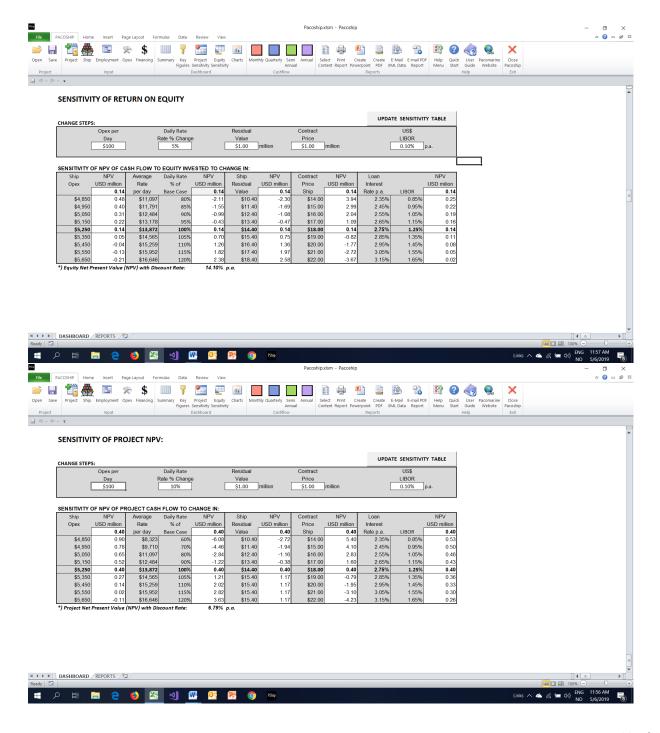
Cash Balances, Cash Flow, Financial Ratios and Break Even Rates for Debt Service (with and without provisions for Drydocking/Special Survey).



#### **Sensitivity:**

Shows how the Net Present Value (NPV) of **Project Cash Flow** and **Cash Flow to Equity** changes with changes to:

- Ship Opex
- Average Rate per Day
- Ship Residual Value (Ship Sale Price)
- Contract Price (Ship Purchase Price)
- Loan Interest Rate

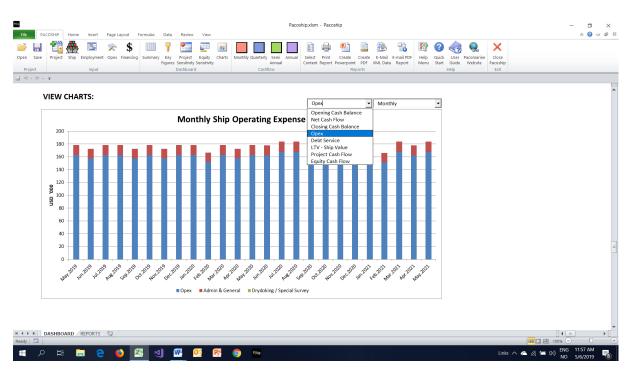


#### **View Charts:**

Displays the following charts that you can select from a drop-down menu:

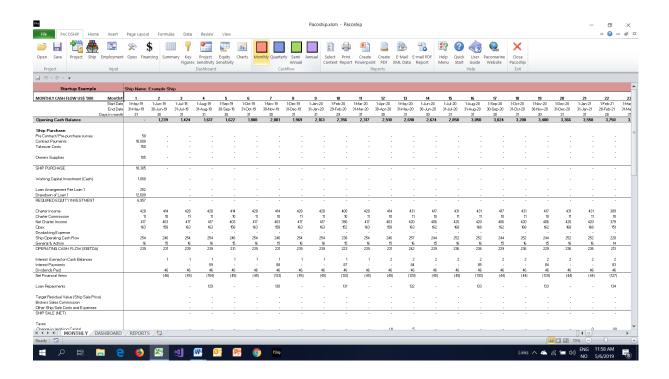
- Opening Cash Balance
- Net Cash Flow
- Closing Cash Balance
- Opex,
- Debt Service
- Debt Service Ratios,
- LTV-Ship Value
- Project Cash Flow
- Equity Cash Flow

You can select charts based on Monthly, Quarterly Semi-Annual (Half Yearly) or Annual (Yearly) figures.



#### **CASH FLOW**

In the Cashflow section on the Excel Pacoship Ribbon you can select Monhlhy, Quarterly, Semi-Annual and Annual cash flow view. The Monthly Cashflow view is a good page to stay on when you input changes to your project in the different user forms. Changes to the cashflow are immediately updated and easy to note.



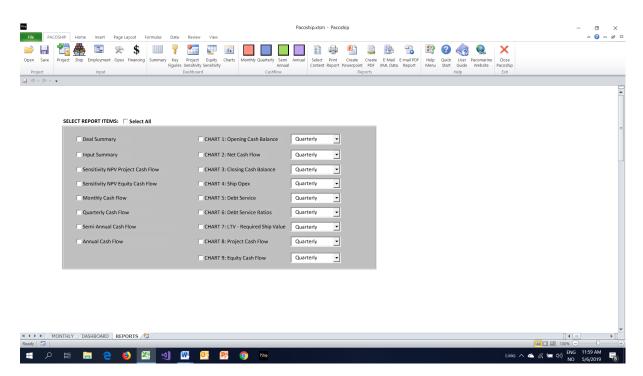
#### **REPORTS**

The **REPORTS** section makes it possible to view detailed cash flows and generate reports based on selected items from a menu.

By clicking action buttons in the Reports section Reports can be:

- Printed on paper.
- Saved as PDF file.
- E-mailed as PDF file.
- E-mailed as data that can be imported by a Pacoship application on another computer.

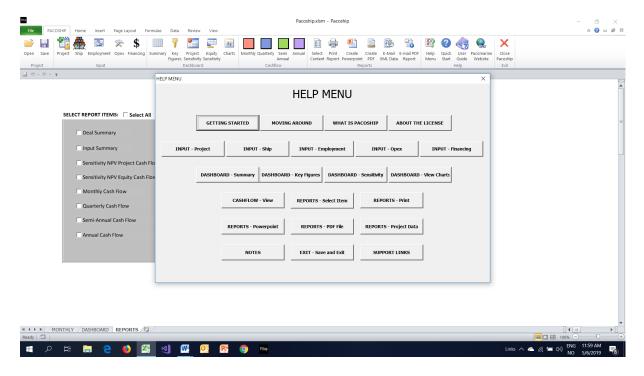
By the click of a button, selected charts can be copied to a **Powerpoint** presentation.



You can download a full sample report from the <u>www.pacomarine.com</u> website. (KNOWLEDGE tab, Example Report – PDF)

#### **HELP**

The **HELP** section within the **Pacoship** application contains information on how to use the program and has a feature which makes it possible to scale the size of your screen image to fit the size of your computer screen the way you prefer it.



Further help is available by clicking the icon for viewing/downloading this **Quick Guide**, a full **User Manual** and the **KNOWLEDGE** section of the <a href="https://www.pacomarine.com/">https://www.pacomarine.com/</a> website.

You can also e-mail us with questions on how to best use **Pacoship**:

support@pacomarine.com

#### **EXIT**

To exit the program, click the **EXIT** button on the Excel Ribbon menu. This will save the program with the input that has been entered in the model. When the program is opened next time, you can continue from where you left. (The REPORT selections will be cleared to save memory)

Click the **Save** button in the Project section to save the project in a file