

Entering the numbers of shares

Security type	Number of shares to enter
Stock or mutual fund	Actual number of shares
Bonds	Ten times the actual number of bonds (to match the way prices are quoted). Alternatively, enter one hundredth of the total face value of the bonds. For example, if you have two bonds with a total face value of \$2,000, enter 20 in the Shares field.
Money market fund or CD	The total value
Collectible	One (1)
Precious metal	Number of ounces