

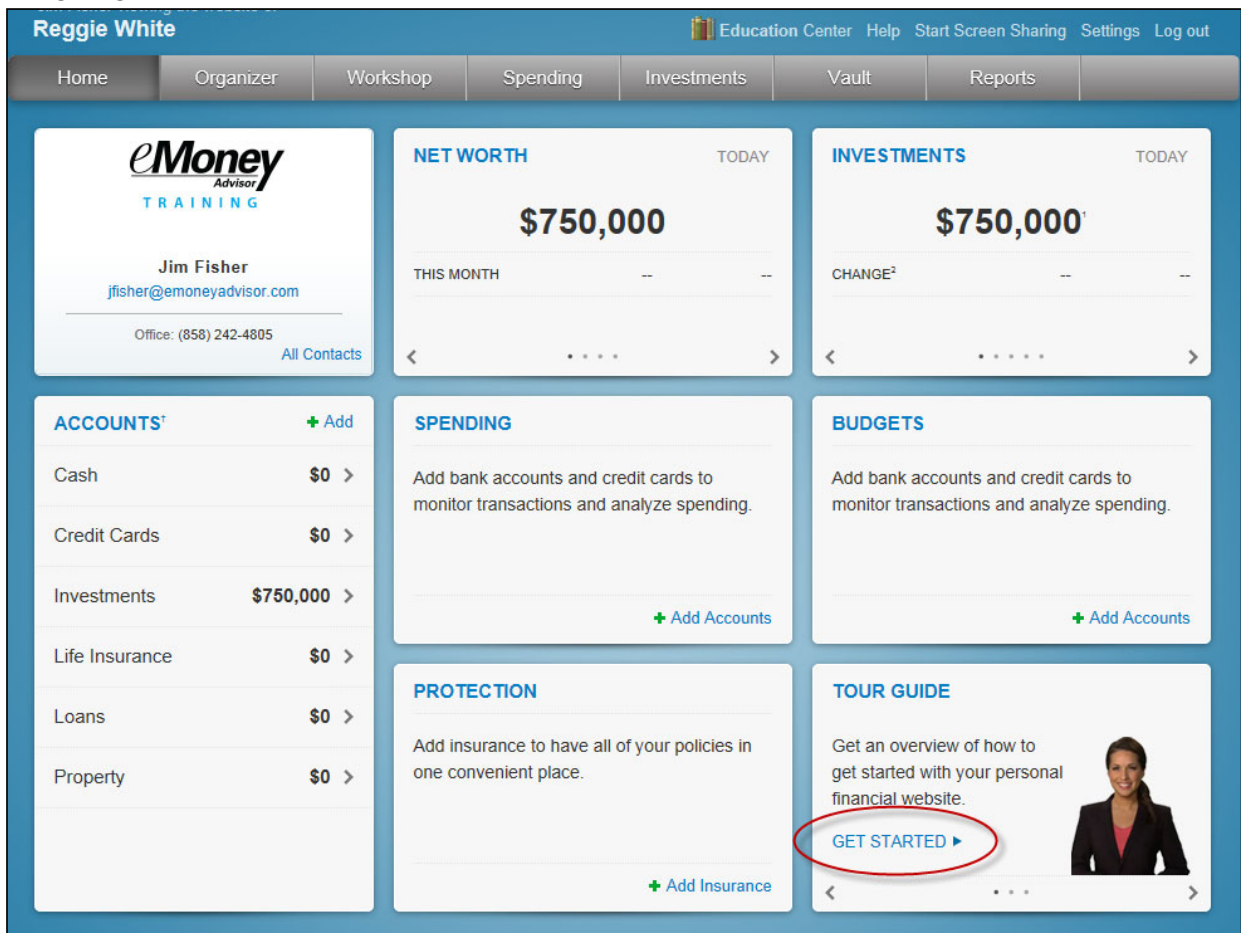
This training guide will provide an overview of the Client Website. The Client Website is a Personal Financial Website that will provide you with a consolidated view of your financial information.

There are many features such as the **Organizer**, **Workshops**, **Budgeting**, **Reports**, and the **Vault** (an online safe deposit box to store digital copies of valuable personal documents such as wills, trusts, passport information, photos, etc.).

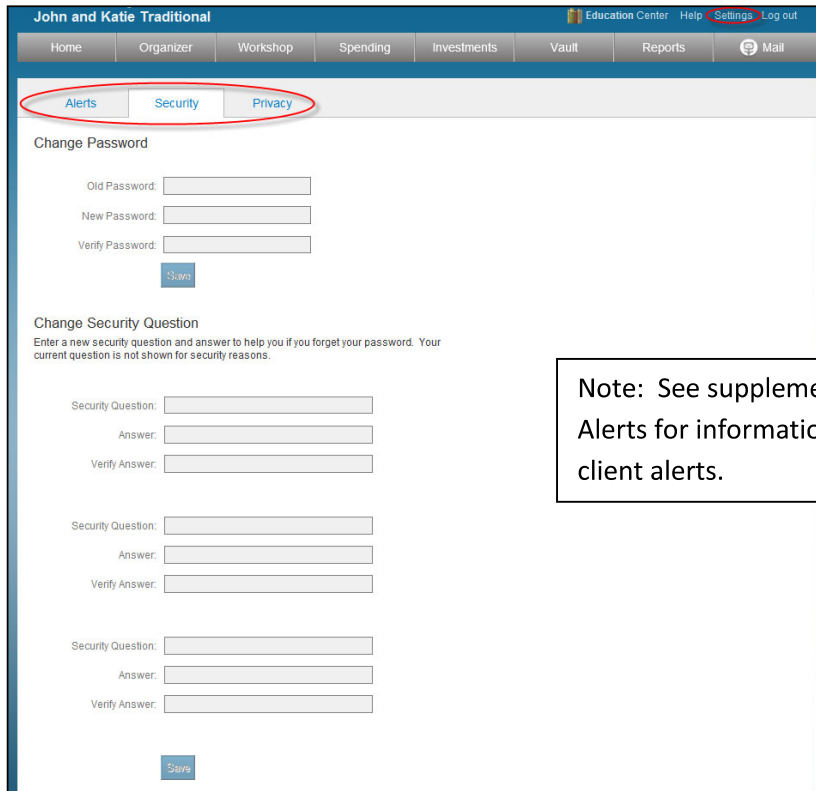
Note – 3 security questions will need to be established the first time you logon. Each subsequent logon will prompt for an answer to 1 of the 3 selected security questions unless this box is checked:

Don't ask me again from this device

1. At the bottom right hand side of the **Home** page, click the **Get Started** link under **Tour Guide** for help navigating the site.

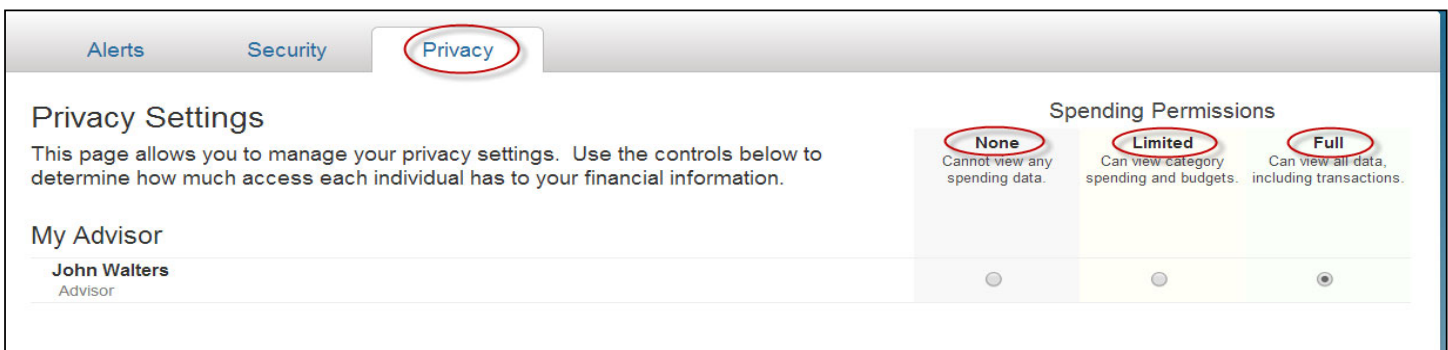


2. Click **Settings** to set alerts, security & privacy settings.



Note: See supplement titled Client Site Alerts for information on configuring the client alerts.

3. The **Privacy** tab allows control of the Advisor's access.



None - the Advisor will not have access to any spending data.

Limited - he Advisor will have limited access to spending details and can view only the categories regarding the spending and budget, NOT individual transactions.

Full access - the Advisor can view spending and budgeting items, INCLUDING transactions.

4. The **Organizer** is a place to enter your data, provided that your Advisor has enabled this feature.



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Home **Organizer** Workshop Spending Investments Vault Reports

Welcome to your Organizer

All your information in one place...

It's not as hard as you may think to get yourself financially organized. The first step is to add your accounts in the **Accounts** section of the organizer. Then fill out the information in the other sections of your organizer shown on the right.

Only have a few minutes? Don't worry, you don't have to do it all at once. You can add to and update the information in your organizer at any time.

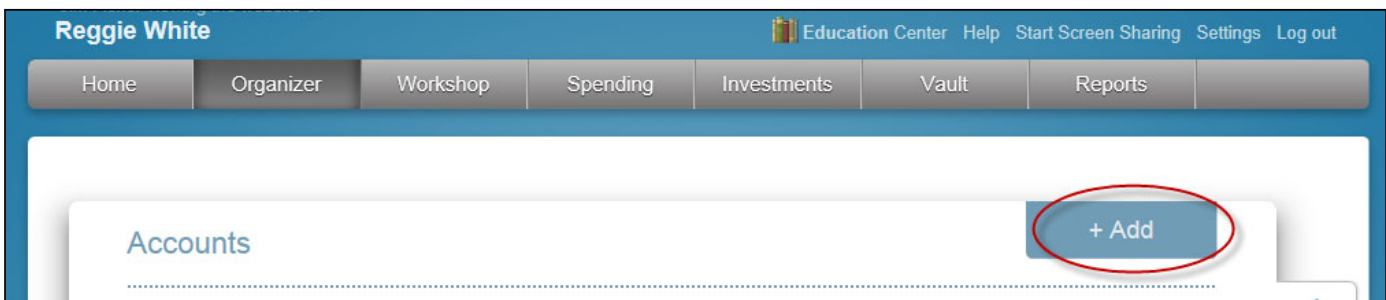
[Get Started](#)

- Accounts**
1 account added
- Real Estate, Property, and Business**
1 item added
- Family and Friends**
1 person added
- Professional Contacts**
2 contacts added
- Income, Expenses, and Savings**
0 items added
- Future Goals**
Retirement, Education, and Major Future Expenses
- Financial Priorities**
Your financial priorities
- Risk Tolerance**
What type of investor are you?

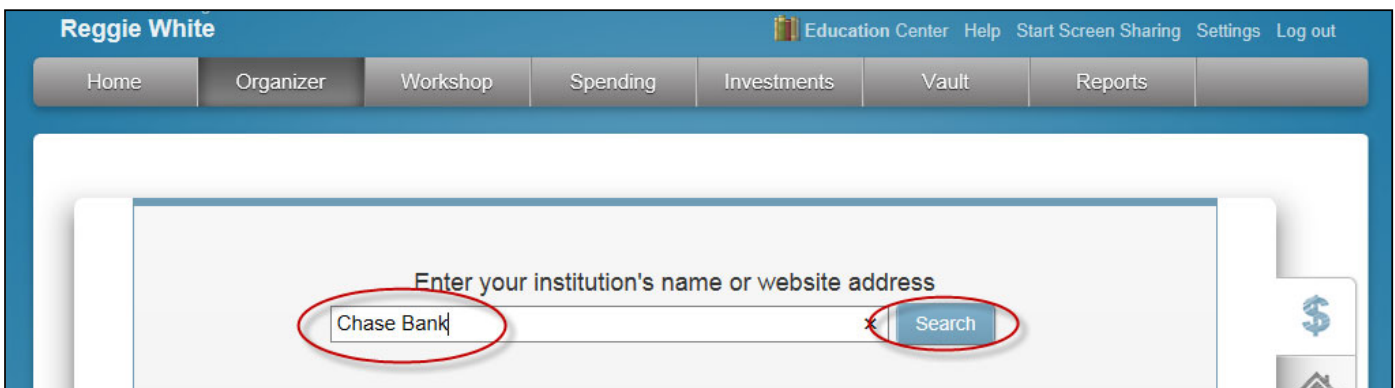
- To add accounts to the **Organizer**, click **Accounts**.



- Click the **Add** button to search for a specific institution.

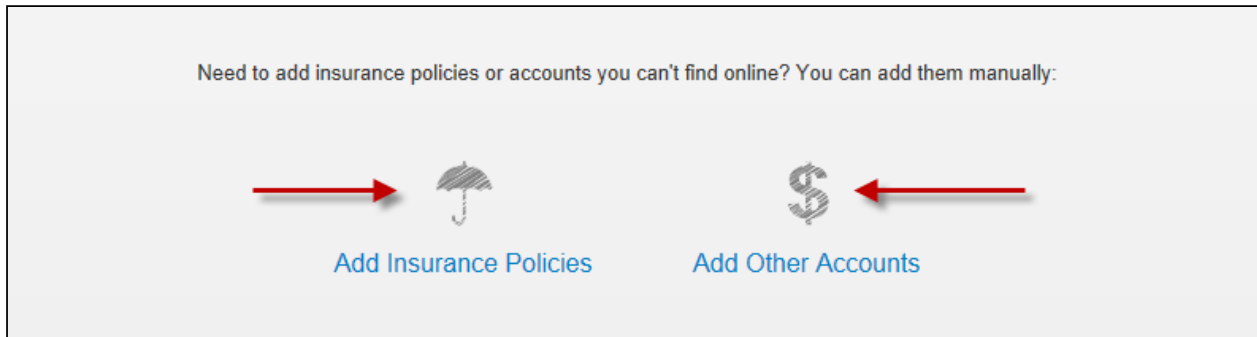


- Type in the name of the institution where you have accounts and click **Search**.



Note – There must be an online account set up at the institution in order to connect it and bring the current value into the **Organizer**. For more information on connecting accounts, see the **Client Site - Connections Booklet**.

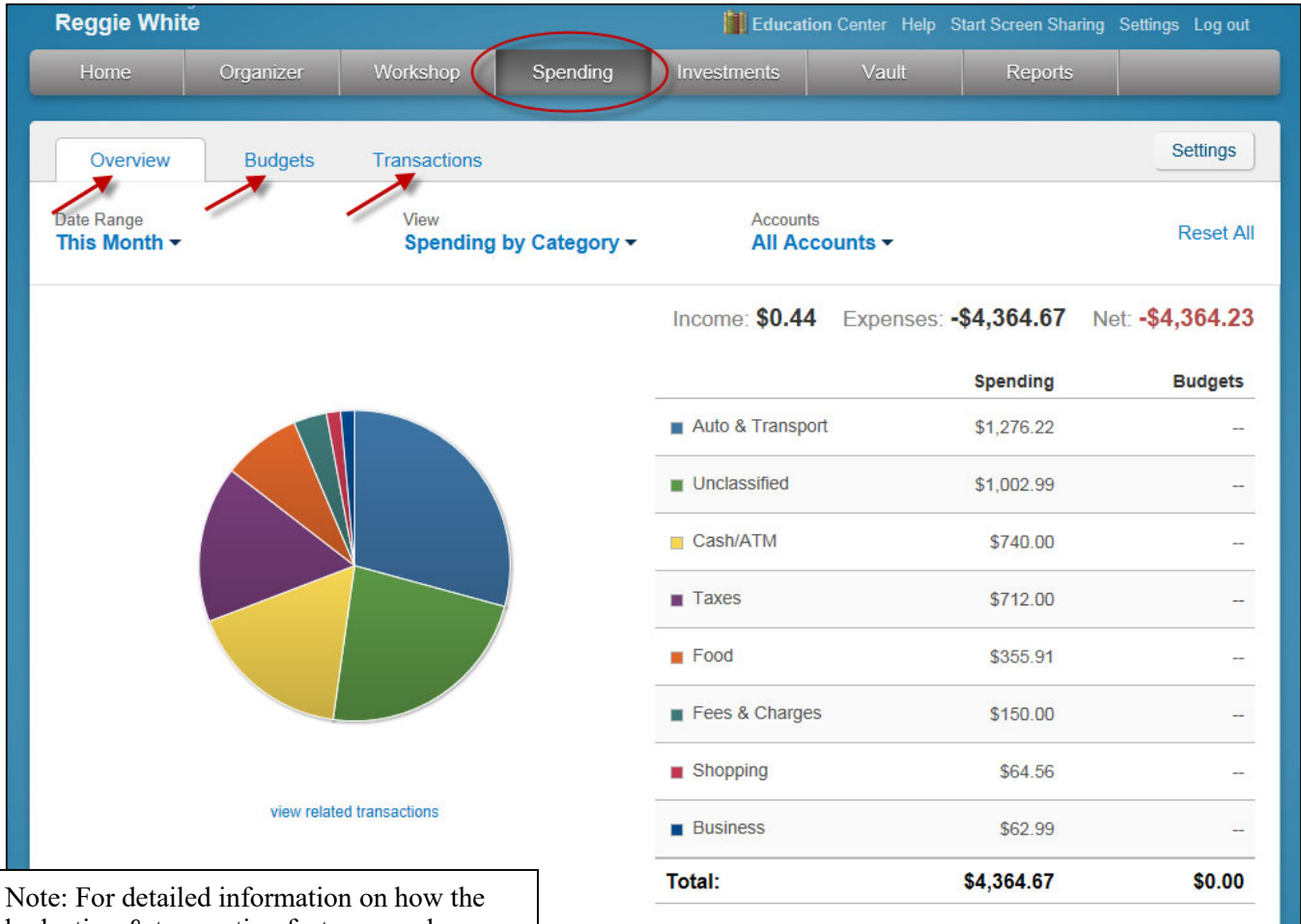
8. To **manually** enter data, select from the appropriate categories.



9. The **Workshop** tab provides a quick analysis to determine if you are saving enough for retirement or a college expense. You can also quickly analyze your life insurance needs, see if your investments are properly allocated and check to see if your personal finances are balanced. Follow the tour guide to go through these exercises.



10. The **Spending** tab allows you to track your spending habits and build a custom budget.
 - a. The **Overview** tab provides a pie chart based off of recent transactions imported from aggregated accounts.
 - b. The **Budget** window is a snapshot that allows you to monitor if you are on track with your monthly budget.
 - c. The **Transaction** tab is where to view transactions pulled in from connected accounts.



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Home Organizer Workshop **Spending** Investments Vault Reports

Overview Budgets Transactions Settings

Date Range: This Month View: Spending by Category Accounts: All Accounts Reset All

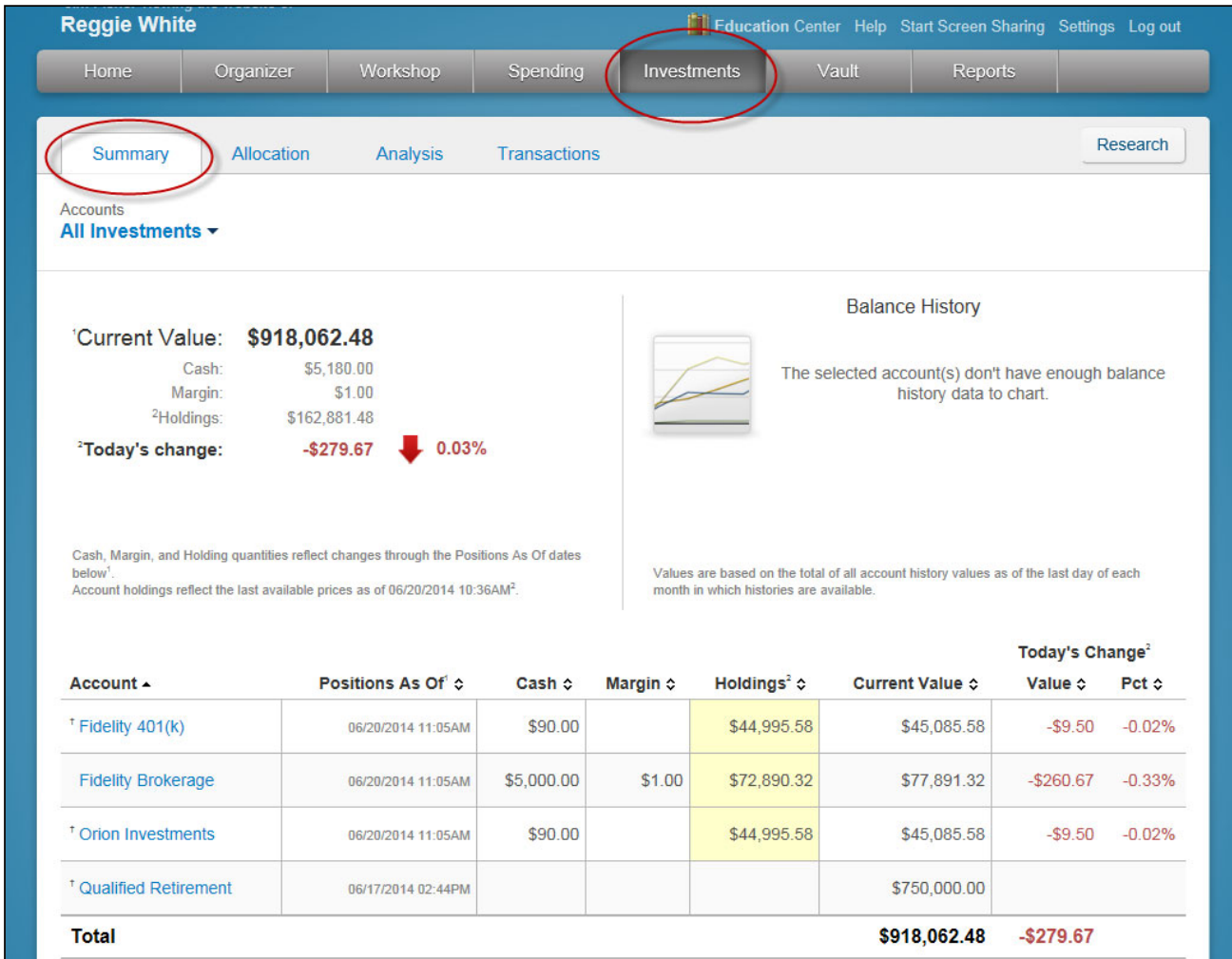
Income: \$0.44 Expenses: -\$4,364.67 Net: -\$4,364.23

	Spending	Budgets
Auto & Transport	\$1,276.22	--
Unclassified	\$1,002.99	--
Cash/ATM	\$740.00	--
Taxes	\$712.00	--
Food	\$355.91	--
Fees & Charges	\$150.00	--
Shopping	\$64.56	--
Business	\$62.99	--
Total:	\$4,364.67	\$0.00

view related transactions

Note: For detailed information on how the budgeting & transaction features work, please refer to the **Client Site Budgeting for Clients** user guide.

11. The **Investments** tab allows you to view up to date market information based off of any connected investments.



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Home | Organizer | Workshop | Spending | **Investments** | Vault | Reports

Summary | Allocation | Analysis | Transactions | Research

Accounts
All Investments ▾

Current Value: \$918,062.48

Cash: \$5,180.00
Margin: \$1.00
²Holdings: \$162,881.48

³Today's change: -\$279.67 ↓ 0.03%

Balance History
The selected account(s) don't have enough balance history data to chart.

Cash, Margin, and Holding quantities reflect changes through the Positions As Of dates below¹.
Account holdings reflect the last available prices as of 06/20/2014 10:36AM².

Values are based on the total of all account history values as of the last day of each month in which histories are available.

Account ▾	Positions As Of ¹ ⇅	Cash ⇅	Margin ⇅	Holdings ² ⇅	Current Value ⇅	Today's Change ²	
						Value ⇅	Pct ⇅
[†] Fidelity 401(k)	06/20/2014 11:05AM	\$90.00		\$44,995.58	\$45,085.58	-\$9.50	-0.02%
Fidelity Brokerage	06/20/2014 11:05AM	\$5,000.00	\$1.00	\$72,890.32	\$77,891.32	-\$260.67	-0.33%
[†] Orion Investments	06/20/2014 11:05AM	\$90.00		\$44,995.58	\$45,085.58	-\$9.50	-0.02%
[†] Qualified Retirement	06/17/2014 02:44PM				\$750,000.00		
Total					\$918,062.48	-\$279.67	

12. Click on the **Account Name** to see a holdings break down of a given account.

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Home Organizer Workshop Spending Investments Vault Reports

Summary Allocation Analysis Transactions Research

Accounts

Fidelity 401(k) ▾

Current Value: \$45,085.58

Cash: \$90.00


²Holdings: \$44,995.58

²Today's change: -\$9.50 ↓ 0.02%

Cash, Margin, and Holding quantities reflect changes through 06/20/2014 11:05AM¹. Account holdings reflect the last available prices as of 06/20/2014 10:36AM².

[Reprice Now](#)

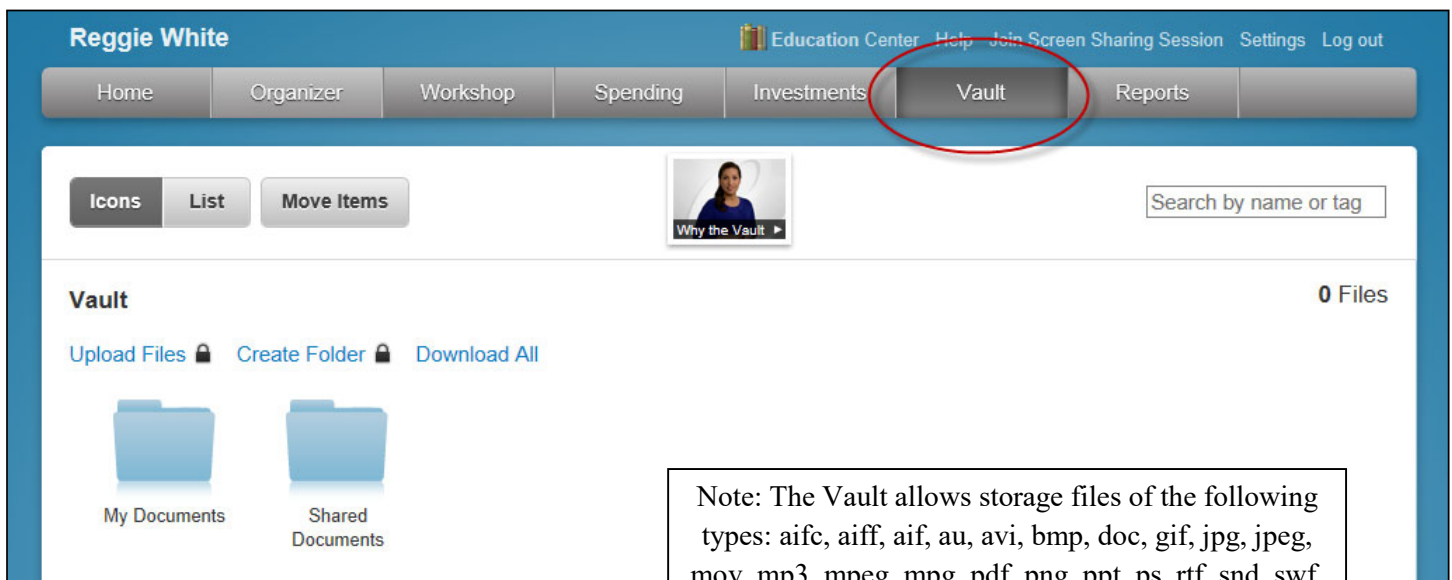
Balance History



The selected account doesn't have enough balance history data to chart.

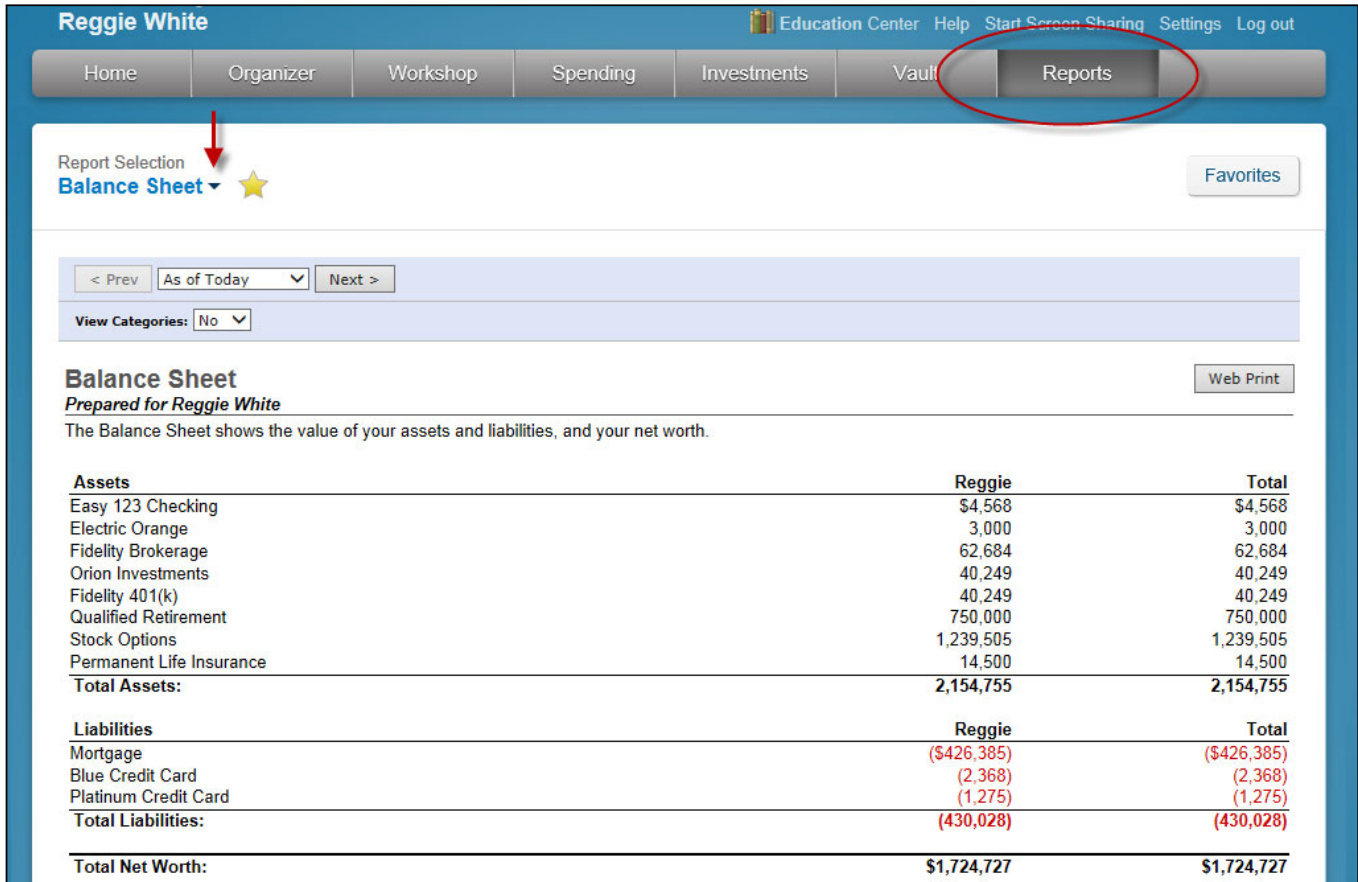
Symbol ▲	Description ⇅	Quantity ⇅	Price ⇅	Value ⇅	Today's Change ²	
					Value ⇅	Pct ⇅
AGG	iShares Core U.S. Aggregate Bond ETF	50.00	\$108.88	\$5,444.00	+\$6.50	0.12%
JAWWX	Janus Global Research Fund T Shares	125.00	\$40.70	\$5,087.50		
UGI	UGI Corp.	200.00	\$49.49	\$9,898.00	-\$16.00	-0.16%
VFINX	VANGUARD INDEX TRUST 500 INDEX FUND	197.69	\$124.72	\$24,566.08		

13. The **Vault** provides secure storage for valuable personal documents (**wills, trusts, insurance documents, passports, etc.**) in electronic format.
 - a. You can upload documents into the **Shared Documents** folder, allowing the Advisor to also view the contents.
 - b. You can upload documents into the **My Documents** folder, which is a private folder where only you can access the contents.



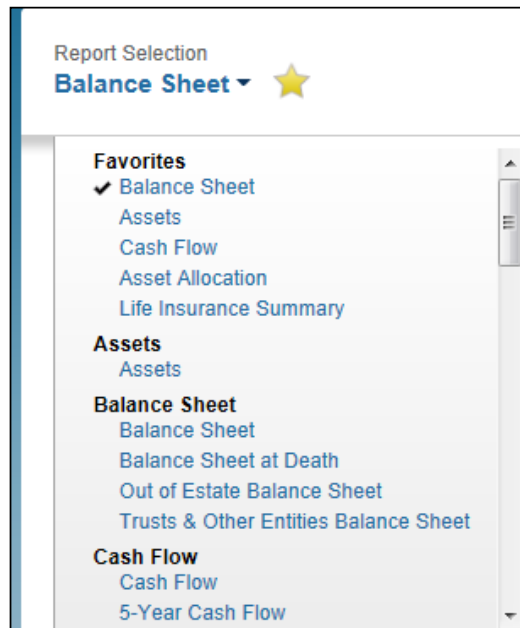
Note: The Vault allows storage files of the following types: aifc, aiff, aif, au, avi, bmp, doc, gif, jpg, jpeg, mov, mp3, mpeg, mpg, pdf, png, ppt, ps, rtf, snd, swf, tax, tif, tiff, txt, wav, wma, wmv, wps, xls, and xml.

14. The **Reports** tab provides a series of statements about your financial situation. To view a report, simply choose from the drop down list located under Report Selection.



The screenshot shows the client website interface for Reggie White. The 'Reports' tab is highlighted in the top navigation bar. Below the navigation bar, the 'Report Selection' dropdown menu is set to 'Balance Sheet'. The main content area displays a 'Balance Sheet' report prepared for Reggie White. The report includes a table with columns for 'Assets', 'Liabilities', and 'Total Net Worth', with sub-columns for 'Reggie' and 'Total' values.


Assets		
	Reggie	Total
Easy 123 Checking	\$4,568	\$4,568
Electric Orange	3,000	3,000
Fidelity Brokerage	62,684	62,684
Orion Investments	40,249	40,249
Fidelity 401(k)	40,249	40,249
Qualified Retirement	750,000	750,000
Stock Options	1,239,505	1,239,505
Permanent Life Insurance	14,500	14,500
Total Assets:	2,154,755	2,154,755
Liabilities		
	Reggie	Total
Mortgage	(\$426,385)	(\$426,385)
Blue Credit Card	(2,368)	(2,368)
Platinum Credit Card	(1,275)	(1,275)
Total Liabilities:	(430,028)	(430,028)
Total Net Worth:	\$1,724,727	\$1,724,727



15. The Awards tab is a free service that allows you to track Frequent Flyer miles, Hotel Award points, Credit Card Awards, and other points programs.
- By signing up for access you can track your awards on the web. You can also receive statements & alerts via-email.
 - To enroll, go to the Home page and scroll through the tiles at the bottom right side of page until you see **AWARDS**. Click **GO TO AWARDS**.

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Home Organizer Workshop Spending Investments Vault Reports



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NET WORTH TODAY

\$1,724,727

THIS MONTH -- --

INVESTMENTS TODAY

\$893,182¹

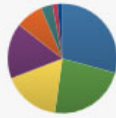
CHANGE² -\$279.67 -0.03%

ACCOUNTS¹ + Add

Cash	\$7,568 >
Credit Cards	-\$3,643 >
Investments	\$893,182 >
Life Insurance	\$14,500 >
Loans	-\$426,385 >
Property	\$0 >
Stock Options	\$1,239,505 >

SPENDING NET -\$4,364

You've spent \$4,365 this month.



- Auto & Transport
- Unclassified
- Cash/ATM
- [More ▾](#)

BUDGETS

Automatically create a budget based on your recent spending averages.

[Create a Budget](#)

PROTECTION

Variable Universal Life	\$1,000,000
eMoney Advisor Test Sour...	
Auto	
eMoney Advisor Test Sour...	
Homeowner's	
eMoney Advisor Test Sour...	

[More](#)

AWARDS

Use Awards Manager provided by UsingMiles to track your frequent flyer miles and hotel reward points.

[GO TO AWARDS ▶](#)