

# WebLink Guide

November 2017

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# **Client Internet Access**

The WebLink user interface is redesigned to integrate a new look and feel of the product and was built using HTML5 as the technology platform. The new user interface supports and extends the functional capabilities of the existing product, and utilizes existing service and metadata infrastructure as well as file loads in place for the product.

To conform to the Federal Financial Institutions Examination Council (FFIEC) Authentication Guidance, our site requires you to step through a new multi-factor authentication process. This guide walks you through this new process.

When you log onto our web site, the WebLink Login screen appears.

A unique User ID and a Password have been assigned to you. This User ID and Password are required for you to access your account(s) on-line. The current password guidelines of remain as is.

The following information is provided to assist you with the WebLink login procedures and site navigation.

### **Mobile Devices**

The New WebLink is mobile enabled and is certified for compatibility with IPad devices.

### **Browser Compatibility**

Older versions of web browsers that *are no longer supported by their vendors* are no longer supported. Listed here are the SunGard tested and supported browsers and version for the New WebLink:

- Internet Explorer 11.0
- Edge (40.15063.0.0)
- Chrome 27.0
- FireFox 25.0.1
- Safari (Mac) 6.05
- Opera 17.0

#### NOTE: Browser compatibility is checked during login

If you login and are not on a supported browser version you will be presented with a screen that gives you the opportunity to upgrade your browser.

Enter your User ID and click on Proceed.

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	Procent	
For Weblink Trading: Please not time, During the period the system entered a	e that equity trade author batterians stocked not be entered between 3-00 and 3-05 MM Central. I is performing updatas and will not accept trades for execution. After 3-15 MM trades may be of will be received when the marinet opens on the next business day.	
(analytic) (1998 - 1913)	Weblink At Babb Based	

Enter your current Password and click on Login.

Uses 10 Itsuggestypole Presented 1 Velocitie Ja Concel Lage
Const. Proceeding?
For Weblink Trading: Hosee note that resulty tradie authorizations should diseases 3:00 and 3:15 FM Central time. During this participation is performing updates and will not accept tradie for execution. After 3:15 FM Vades may be entered and will be executed when the martiet opens on the next buotees day .
Weblink (appright 1998 - 2012 . Seadland Assort Hamagament Springer . All Highls Researed

If this is your first time logging in, you must change your password. Enter your "Old" and "New" passwords in the corresponding boxes and click on Change Password.

Change Password	CLIENT01			
This page The Follo New Pase Now Pace	allows you to update your password. wing rules apply when you change your p word must be different from the last 10	bassword. Password must contain at least 1 alpha previously created password(s)	character and 1 number.	
Old Password	*******			
New Pastword	•••••	Rivers		
Confirm New Password				
			Cancel	Change Password
	PLEASE READ: For your protection, your credentials (user 3D and passw select a test phrase or word, and terms become your login "fingerp logins. Your credentials will expire of if you select 'private computer', the selected are displayed before enter- login, you will be asked a verifi-	this site utilizes a dual authenticator work), the first time you login, you will select/answer three worffication que- rint <sup>®</sup> and a combination of these item time a period of non-use, it ander to in log in regularly, in read time you log in, you should ver ing your peesend. If you select 'pub- cation question before you will be ab	login procedure. In addition to be required to select a picture, fitters of your choosing. These a will be used on subsequent naintain your credentials, please fly that the picture and best you is computer, the next time you is to enter your peseword.	
		Weblink	All Rights Reserved	

If you are an active user of our site, you will not be required to go through the password change process.

Select an image and provide a personalized caption. Both will become part of your login process from this point forward. The purpose of the image and caption is to thwart others attempting to persuade you into giving your password to a fake "Your Institution" site. Your login to our institution's site will always display the image and caption.



Click on an image.

Enter a personalized caption and click on Save.

Salact Personalized	Login Page Image			
Select Personalized	cogin rage image			
the this page to select your pres- ther you ander your username. Th	us will help you identify the login page	as genuine, reducing the risk of a "pho mages) along with a personalized capit	ion. The chosen image and capton will appr ihing" attack.	tar im your rigen page
Your Selected Image:				
Your Personalized Caption	no sugar			
				Save
	PLEASE READ: For your protection, your credentials (user ID and passe select a test phrase or word, and nems become your kign "frager logins. Your credentials will expire a If you select 'private computer', th selected are displayed before enter login, you will be mixed a verif	this site utilizes a dual authentication ord), the first time you login, you wi solect/answer three verification que rimt" and a combination of these teer log in regularly, e mest time you log m, you should ve ting your password. If you select 'pub reater unit before you will be al	In login procedure, in addition to il be required to select a picture, storts of your choosing. These is will be used on subsequent maintain your credentials, please ify that the picture and test you dic computer', the next time you be to enter your persourced.	
		Weblink		
	Capyright 1999 - 2012	Sectord Asset Hanagement Systems	. All Rights Reserved	

Set at least three Challenge Questions with valid responses. Click on Add to set each question.

3 Annung 3	Dink 8-840	Set Challenge Question: Weblin
fat beite	Challenge Answer	Challenge Question
Edit Devel	Challenge Answer	Challenge Question

You may select your questions from a list of pre-defined questions or you can add your own question(s). Click on Save once you have entered your answer.

Set Challenge Question: Weblink	£				Restart House
he + + + + 10 10 mm	Configure Challeng	e Question			+
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of your theorem, These Avera bars and experts	Challenge Alsone	[		adreepoent legeta. Your creatermalie regularita	
Type mine! Yes in the computer		Cana	3m	of an implaced infine attemp	

Once you have set your Challenge Questions, you will be logged into our site.

The Desktop Registration option allows the user to skip the Challenge question in logins subsequent to the initial registration process when logging in to a registered device.

User D: 40/T0372 Passwell [*** Rerearder What is your	ther my User D
Without its yosar	
Deutitop Registration C Yes, then in 4 No. then in	in ine register staatnike? Heine register staat in under segulately is in rott registerspatier
A carried warm 44 carried and and 44 carried and and 44 carried and and 44 carried and and	ang new song lake ta harna pe sendi, peu saan ingandur than barnputar ang tek sunsatut banediten in tek Sabara. This should belo tek song in song a manun companya watan in song bana upan di Déneur sikant tina Jahawad songanterin a putaticin calanto.

# System Navigation

## Header Links

Header Links are displayed in the Title bar at the top right of each WebLink page.

 User Options:
 Provides links to various user administration functions.

 Sign Out:
 Logs you out of WebLink portal.

 Help:
 Displays useful information about using WebLink.

 Contact Us:
 Displays the contact information assigned by client

### **Navigation Bar**

Just below the Title bar at the top of each page is the WebLink Navigation bar which contains all the tabs that link to the available pages in WebLink.

🕈 Summary Available Cash Transactions Holdings Taxlots Cash Projections File Download Trading MyReports Pension

# **User Options**

Clicking on User Options will display the following:

Change Password

<u>Email Options</u>

Challenge Questions

Start Page Options

Account Group Maintenance

<u>Unregister Desktop</u>

Change Welcome

## **Change Password**

Clicking on the Change Password Option brings up the following dialog box which allows you to set a new password.

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	Earlier Paravert	Turket Auropea		
		Summer of		
			1.1.1	
Theory: Pacinete tofa Vible shange	spone passivent, more all interne	inerit d. 5. 12 sharadale will re-ja	Activic Control of Con	

# **Email Options**

Clicking on the Email Option brings up the following dialog box which allows you to change the Email address associated with your User ID.

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Torthin Erick Addenie	Trails 214 Manual
	indexe -

### **Challenge Questions**

Clicking on the Challenge Question Option brings up a dialog box which allows you to change the challenge questions associated with your User ID.

Challenge Guiveline F	We have a set of the second	2	
Unaduri pi desser	LEAR BUT ALLOW		
(Hallenge Dureller J	White per reduce care.	2	
Challenge Activity	1.5-d drugs decemb		
contenge but effer 1	where denote as an excenteer cost-	2	
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	Table 1		

### **Start Page Options**

The Start Page Options allows you to change your WebLink Homepage which is first view automatically displayed when you access WebLink.



You can set your default Homepage by selecting Accounts, Investment Summary or Holdings.

Whichever page you designate as the homepage is assigned the Homepage icon and does not appear as a separate tab on the Navigation bar. You can return to the Homepage at any time during your session by clicking Homepage tab on the Navigation bar.

	· e		-		-	ý	¥		-	-
ŧ	Summary	Available Cash	Transactions	Holdings	Taxiots	Cash Projections	File Download	Trading	My Reports	Pension

### **Account Group Maintenance Option**

The Account Group Maintenance Option allows you to create and maintain groups of accounts to use to consolidate specific WebLink reports. To add a group, click on the Create New button.

rinap ID	Group Name	Group Description	Edit Group	Delete Group
12345	Joan's Group	Joan's Group	Edd	Detrete

To add a group, click on the Create New button; the Account Group Maintenance screen will display as shown at the top of the next page.

over the second s	0	reup/Rama			Dasa Description
Account Assignment					
Fred		By Account Insteam			The Course of The
Besuto				torighted	
		Add ++			
	12		9 D		

To Add an Account Group, define your Group ID number, Group Name and description. To add accounts to your group, select an account from the Available Accounts list box on the left and then select "Add" to add the account to the "Assigned Accounts" box on the right. To remove an account from the Assigned Accounts box, select the account and then select "Remove". To save the accounts to the group, select "Save".

Field Description	Format	Notes
Group ID	6(A/N)	Accepts 6 characters. Must include G followed by a 5 digit number.
		Id number must be unique to the user id.
		Required field.
Group Name	16(A/N)	Accepts 16 characters of text. The Group Name defined here will display with the Group ID in the "Account Look up" box.
		Required.
Description	64(A/N)	Accepts 64 characters of text. This description displays on reports as Account Group "Long Name".
		Optional.

### **Unregister Desktop**

The Unregister Desktop Option allows you to unregister all devises used to access WebLink. You will be required to answer a challenge question the next time you log in.

If you are logged into your accelent from the or any other computer, using this option will deadle all throug computers than accelering your issued Affeir unregistering you will be fixed to answer use of your shafering laughting to accelering your acceler.	
Uterigister	

### **Change Welcome**

You will also have the ability to change your Welcome Image and phrase. Once you have selected your new image, you are prompted for a new Welcome Message.



# **Output Options**

WebLink provides three output options: Email, Export and Print. -

# Jaar's Group G12345 An Ottom Concert C

## **Emailing Lists and Reports**

Click the Email kicon to send lists and reports you are currently viewing as email attachments. Clicking the Email icon displays a popup window for you to enter the required email recipient information.

## **Exporting Lists and Reports**

Click the Export sicon to save lists and reports you are currently viewing in a specified format. You can export lists and reports to a file that you can save on your computer and open in other applications. The format of the exported data depends on the Export Options you have selected.

Clicking the **Export** icon displays a popup window for you to elect to export all or select specific account as well as select your desired format from the available export options.

- Excel
- Comma Delimited
- Semicolon Delimited
- Tab Delimited
- Fixed Length
- QuickPrint PDF

When you submit your selection, the data is downloaded in the specified format. You can open the file to display the data and use the application to modify the data and save the file.

**TIP:** You can also use the File Download tab to export and save lists and reports.

### **Printing List and Reports**

Click the Print sicon to print lists and reports you are currently viewing. Clicking the Print icon downloads a printer-friendly version of the columns currently displayed in pdf format for you to print.

**NOTE:** The Print icon may produce a different pdf than the QuickPrint PDF option under the Export icon. The QuickPrint PDF option under the Export icon downloads a PDF version of a predefined set of columns, regardless of the columns currently displayed.

# Account List Tab

The Account List displays all accounts that you are authorized to access. The accounts are grouped as Central Accounts, Group Accounts and Master Accounts.

CLIE	NT COMBINED	M	110033	As Of Date 14/197	in a c ve	ner Alt 🕜 Trade Date	•	Satthetreet Date	8	8	0
	Accou	INT LIST									
	C . Name		Account Number	Cash Balance	Market Value	Tax Cost					
	C BACKUP	WHOG	1010000071	\$0,733.60	\$510,733.03	\$700,379.63					
	F ROENED	ORANIC	1010000142	6210,009.50	\$441,240.90	\$303,097,28					
	CLAUSE,	MINA	1010000124	\$-423,042 84	\$45,093,87	\$354,750.22					
	Commons		1010000632	\$1,413,731.07	\$1,895,075.88	\$1,608,311.35					
	E Davidson	TUA	1010000650	\$1,027,400.00	\$2,022,582.25	\$2,000,075.08					
	C FENTON	JANICE	1010000005	\$2,510,405.00	\$7,193,567.18	\$4,401(205.89					
	F FENTON	WENDELL	1010000591	\$-500,004 All	8-4,725.20	8-200,628.02					
	F FRANCIS	SML CAP	1010700172	\$30,552.00	\$207,712.00	\$213,540.00					
-	and the second second	CONTRACTOR CONTRACTOR					_				and so the second

All of the accounts that you have access to are listed and include total cash, market value and tax cost.

You can sort the Account List by clicking on one of the column headers. The sort selection persists from session to session until you change it.

Group accounts are designated with a "G" as the first character of the account number and Master accounts are designated with an "M" as the first character of the account number.

You can use the Expand icon to the left of the Group or Master Account Name to display the underlying central accounts.

Once you expand the details of the Group or Master account, you can highlight any central account by clicking on that account, and then click on any tab in the Navigation bar to navigate to the desired page with that account in focus.

If you double click on a Central account row, you can navigate to your default homepage if it is the Investment Summary or Holdings Page.

# Investment Summary Tab

The Summary tab provides an investment overview of the selected account.

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INVESTME	NT SUMMARY			
SMITH,C	ASH-ADM Portfolio			
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		States and a state of the state	No.	
\$162,791.13		\$0.00	0,488	
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Statistics BME2791-13 Incommunity/self BOLE Cardin		10.00 New In See Statified Tree 80.00	Tank an Tink an Tink 1044	Gradi
Stat2.791.13 Increase Autor SOLE Cent Cent Espe	9 98015	State of the second sec	Tanks and Tanks and EVER AND EVER AND MICE AND IN	Annual Transfer Ground 75 527% •

The top of the Investment Summary page contains an Account Summary row which displays the following details for the account:

- Total Market Value
- Total Cost
- Investment Authority
- Year to Date Long Term Gain/Loss
- Year to Date Short Term Gain/Loss
- Year to Date Qualified 5 Year Gain
- Graphical chart representing the percentage allocation within investment categories
- Investment Objective

The section below the Account Summary information presents several rows that represent the summary of the accounts position in each major asset category held by the account. The following information is displayed:

- Asset Category Name
- Total Cost within the Category
- Total Market Value within Category
- A Graphic chart with the percent of the category highlighted
- Percent of Category Market Value within total Market Value

The Expand icon on the right side of the category row indicates that you can expand the category to see underlying holdings detail. You can click anywhere on the category row to expand a category and show the underlying securities within that category. A Collapse icon indicates that you can collapse the category to hide the details. You can click anywhere on the category row to collapse the category.

The Investment Summary page splits Cash and Cash Equivalents into two separate categories. The cash category displays balances in principal and income cash. The cash equivalents category displays money market funds/sweep vehicles.

All other asset categories display the underlying holdings detail which consists of

- Market Value
- % of Category
- Description

- Cost
- Security Identifier
- Units

You can view the underlying tax lots for each position by clicking on a particular position.

CASH-ADM	1010700010		Au Of Date		these of Bastel	tele in i	Settlement Suite		25
SMITH,C	ASH-ADM Portfolio	0							
Text Harser man \$155,176,13			Tax to Dimit in \$0.00	ng Taris Galacters					
Test Cost \$162,761.13			Taur to Date The \$0.00	en fare dansf.ees					
SOLE			They to Care Line \$0.00	attad I Your Davilans				Growth	
Cash			Int.		Maihar Indan EU1,200.0			٩	17.597% •
Cash and Equiv	skorets		(200 3122400.01		Machine Marine 8/121-4/10/101			0	79.523% •
Eastins			2001 112 (05.0)		Marinet Value (24,475,00			0	2.880% +
Market to	in Latinga	w.:	Description		direct.		benefig workfor		unes.
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1011410	1963	001001104		8110.02	10,000		about a		AU+0.73
10.010.000	1810	001001100		8100.00	44,000,000		8422579		81.121.29

# Available Cash Tab

The Available Cash tab displays both Cash and Cash Equivalents so that you have a consolidated view of the investable amounts in the account.

Description	Principal Cash	Income Cash
income Overdraft Inception Date		
Income Cash		50.4
Principal Overdraft Inception Date		
Principal Gash	\$8,748,725,49	
Cash Management Funds		
SUNGARD BANK MONEY MARKET FUND	\$0.00	\$10,930.0
FEDERATED OBLIGATIONS U.S. GOVERNMENT 1-3 YEAR INSTITUTIONAL FUND	\$1,010,788.00	\$19,211.9
FEDERATED OBLIGATIONS PRIME CASH INSTITUTIONAL CAP SHARES FUND 6:857	30.00	\$703,400.0
Total Cash Balances	\$9,759,513,52	\$733,542.4

The Available Cash page displays Income Cash and Principal Cash with amounts in the appropriate columns. It also shows the Cash Management sweep vehicles normally included in the "Cash Equivalents" category.

If principal or income cash are overdrawn, the date overdrawn would display in the corresponding rows.

# **Transactions** Tab

The Transactions tab displays both Posted Transactions and Pending Transactions categories. You can expand each to view Posted transactions and Pending transactions by clicking the desired category row.

Transactions sort by transaction type and posting date. Negative amounts appear in red and positive amounts appear in black.

You can re-sort columns by clicking the column headings. An arrow in the column indicates the current sort selected.

For each category, the totals appear at the top of the page and include total Income, Principal and Net Cash.

FON, WENDELL 1010000591				5
TRANSACTIONS				
Posted Transactions	Manual Contr	- Annual Dan	THE CARE	
Regioning (Marco) Ending Develop	8-17-108-19 8-17-717-18	8.441001 V 9.802,008 90	8.473(301.01) 9.808(308.70)	٠
Pending Transactions				

### **Posted Transactions**

You can view the range of posted transactions using the drop-down list of available date range selections. The Transactions page default view is Month to Date. The "Date Range" option displays a "To" field and a "From" field for you to select a beginning date and an ending date. When you select a different date range, the Transactions page refreshes to present the transactions qualified by that criteria.

The Transactions page displays the following default columns for posted transactions:

- Posting Date
- Transaction Description
- Ticker
- CUSIP
- Net Cash
- Principal Cash
- Income Cash
- Tax Cost
- Units
- Transaction Type

NOTE: If you select a Master or Group account, the "Account Number" column appears as the second column, after Posting Date.

On the right side of the header row is the Add icon (+) which displays a pop-up with a list of data elements you can select to include as columns in the Transactions page. If an element is already in the display, it does not appear in the pop-up. The list only displays those elements not already selected.

You can include the desired data elements from the list of available data by clicking the desired element. The element appears at the end of the columns and can be moved to the desired location by clicking and dragging the column header.

You can delete an element by placing your cursor in the column header and clicking the D that appears to remove that column.

OS,JUAN	10100002	6						8	-
TRANSA	ACTIONS								
Posted Tran	sactions			Income Cash	Principal Cash		Net Cash		
Repring Data Criding Datance				5-04030 5-04030	\$8,751,074,31 \$8,751,074,31		\$8,758,325.15 \$8,750,325.15	,	
Data Garage	inter A	From Parson (1) To							
Posting Data	Transaction Description	in Tuber	cuse	Net Cash	Principal Cash	- Income Cash	Tee Cost		
\$129,25%	DISTRIBUTION TO SER	0446 8042		\$ 400.00	\$5.00	8-1010 (10)	\$0.10		
61/29/2008	NET FOR ALL GASHIN	ANAGEMENT	1	\$855.00	\$0.00	\$100.00	\$-876 00		
								2.	
Pending Tra	nsections							٠	
The State	Cale I and		Real Property lies		-	Arriter March	100		

### **Transaction Description**

The transaction description data element is a hyperlink that allows you to view more detail of the transaction in focus. Click the hyperlink to display a pop-up window showing the additional detail for the transaction with the specific data elements.

Posted Transact Assert Netter 101000055 San Transaction Type Dis	ion Details m. Jun TUA			8
Proling Date	01/28/2008	Transaction Number		
Transaction Description	DISTRIBUTION TO SERVICE RAJING ADD COMPANY	Cump		
Trade Effective Date	01/28/2018	Principal Insumment Change	\$0.00	
Sufficence Date	01/28/2008	Income Investment Change	80.00	
Wedgial Cash	80.00	Income Castl	\$-850.00	
Previous Share Charge	8	Income Share Change	6	
Veal Number		Charit Number	140461	
Tas Code	800	Tale Certie Description	DISTRIBUTIONS TO BENEFICIARY	
Texame Code		Income Date Description		
Didatoreri Calo	808	Dataseried Cub Description	SHSTRIBUTION TO	
Brater Code		Boker Cade Descriptor		
Registration Code		Registration Cada Description		
Fands Colle		Funds Code Develation		
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Fed Tox Cast	\$-860.00	Traile Semicor Feen		
Free Aud Prologe		Other Frees.		
Account Internet	D.	Bolia: Constitution	1.0 ×	

### **Pending Transactions**

Click the Pending Transactions header row to see all qualified pending transactions. You cannot specify date ranges for viewing Pending Transactions.

Posted Transa	ctions			theorem	Cash	Principal Gash		Net Cash		
Beginning Balance Ending Balance				5-0 5-5	49-54 49-56	\$11.751.07#.71 \$6.751.074.71		\$8,750,225.15 \$8,750,225.15	٠	
Clate Narige Der	forge,	H Film arriver	THE POWER							
Principel Cash	+ Income Cash	Transaction D	excription	CUBIP	Posting Data	Units	Tax Cost	Trade Date		
Pending Trans	actions								٠	
Trade Date	Gain / Loss	Settlement D	Transaction Dea	keription	CUSIP	Princip	Account Number			
02/05/2008	\$0.00	02/05/2008	007 00/06/2008	10 SH5 A T & T	001067505	\$-28.00	1010000020			
02/10/2008	\$0.00	00/10/2008	DUY 02/11/2000	100 SHS ARCH PETE	039398105	\$-1,000.00	1010000009			
02/14/2008	\$0.00	00/14(2008)	BUTY DOU'S CROOM	100 SHIS BELCO CIL	077410108	\$-5,000.00	1010000020			

#### **Transaction Description**

The transaction description data element is a hyperlink that allows you to view more detail of the transaction in focus. Click the hyperlink to display a pop-up window showing the additional detail for the transaction with the specific data elements.

Pending Transact	ion Details		
Posting Date		Transaction Number	
Transaction Description		Cusip	
Trade Effective Date		Principal Investment Change	\$0.00
Settlement Date		Income investment Change	\$0.00
Principal Cash Due To From Broker	\$0.00	Principal Share Change	0
Income Cash Due To Frien Broker	\$0.00	Income Share Change	0
Vault Number		Vault	
Broker Code		Broker Code Description	
Registration Code		Registration Code Description	
Funds Code		Funds Code Description	
Markot Value	\$0.00	Book Value	\$0.00
Gain Loss Amount	\$0.00		
Price	\$0.00		
Bank Free		Agent Feee	
Fed Tax Cost	\$0.00	Trade Services Fees	
Fees And Postage		Other Fees	
Accrued Interest		Broker Commission	

# Holdings (Asset Detail) Tab

The Holdings Tab displays the holdings for a Central, Group or Master Account as of current date or dates in the past.

The Holdings page allows you to categorize assets by

- Security Name
- Investment Category which are the major asset types
- Industry Sector
- Investment Category and Sector

n's Group	Q12345		_		te Of Cate : Contacts	N	ww. C. Trade Date - 4	Rediscon Date	_	8	
HOLDINGS											
Description Tort Bp	* SecurityName	T int	almant Calligney	<ul> <li>behavy</li> </ul>	failer i liter	avert Category 79a	e Santor				
Gentler		Ticker	CU98*	Unite	Tae Cent	Market Volum	Unrealized Bain /Loss	Pledged Units			
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All holdings initially sort in ascending order by security description. The default data elements on the page are:

- Description
- Ticker
- CUSIP
- Units
- Cost (represents Federal Tax Cost)
- Market Value
- Unrealized Gain / Loss

As with the Transaction Report, on the right side of the column header row is the Add icon (+), click it to display a pop-up window that allows you to add columns.

When you select the additional columns to display, the pop-up disappears and the page refreshes with the new content.

The Ticker column provides hyperlinks to a configurable finance page.

If you select Pledged Units as a column for display, the Pledged Units provides a hyperlink for you to click and see the underlying pledged unit detail if applicable.

Pledged Unit Detail List			8
Description	Pledged Units	Pledge Description	
ADM Weingarten - Class A	200.00	Out for Transfer	
Total Pledged Units	200.00		

The Security Description data element is a hyperlink that allows you to view each position's underlying tax lots detail. Clicking the hyperlink displays a pop-up window showing the 10 most recently acquired tax lots.

Group Q12	ME -			As Of Date	• M () - 9	fem / Trade Date	· Sett	forest Date		8	1.8
Description	Tak	er EUSP	Quee.	Tee Cast	Manat Salah	Union and these faces	File	spectres.		15	
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TUTHL FUR TECHNOLOGY				\$46,000.00	816,319,99						
TOTAL FOR EQUITER					-						

The tax lot detail contains a different set of column headings and columns from those in the holdings list. The following columns display for the tax lot:

- Acquired Date
- Tax lot Number
- CUSIP
- Units
- Unit Cost
- Tax Cost

If the selected position contains more than 10 tax lots, a button appears at the bottom of the tax lot section with the message "View all Tax lots".

# Tax Lots Tab

The Tax Lots tab displays all holdings and their individual tax lots. You can view an as-of-date tax lot position. You can view by settlement date or trade date.

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ETAILS										
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		1.000		100,000.00	111.005.00					
0010-08	0.008/091	1.080	46.1	10.10.00	812,310.40	8.11798	) (61			
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# **Cash Projection Tab**

The Cash Projection tab displays the anticipated flow of available cash for the account selected for up to 99 days in the future. The default number of days is seven.

To see the Cash Projection for an account, select the account, enter the number of days in the Days to Project box and click the Days to Project icon.

A ADDER DATES	Terration Inches Terrat	Cast Practices. Distances in France in Supervision Concession.		INTERNAL REPORTED FOR STATE
RICHARDS LG CAP	1010700154	Days To Property - 22	There if the starty of the starts	

The first row of the Summary View displays the totals for Current Cash and Liquid Assets.

The projection shows the net total of projected transactions grouped by transaction type such as Dividends, Interest, Receipts and Disbursements. The projection evaluates the pending or scheduled transaction activity for the projection time period requested and aggregates the anticipated changes to cash balances.

The last row of the Projection Report shows the anticipated cash position as of the end of the projection time period.

RICHARDELG CAP 1010700154		Days To Propert 11	σ	tion i Generary i Cassie	
CASH PROJECTION					
	Second Second	Annual Cash	Name and Address of		
Comment Carlo And LocalD Healths	TH HERE	\$14,107,00	#100.040.00		
DADS-DURIT OF GR	8197.04	8110	\$287.04		
amen records	Carganae C	10.00	10000		
Progenary Cast and Legal Academ	anary a	84,101.00	erication.		•

You can expand each transaction type category displayed in the summary for the selected account to see the underlying anticipated balances or transactions in each category.

		Press C	ant in	inclused Earth	Title David	
COMPANY CAS	NAME LODG AGENTS	101.0	0.00	EMILES .	BURGINGTON .	
Dette	Transaction Conservation	Avenue Cash	Principal Cash	Total Cash		
#208(3)w	CLARENT-CASH	#34 cos 40	\$34,000 40	81.00		
8209/2014	PEDRIVITED OBJOARCHD VIT BOY	\$1.00	\$2,948.00	88,948.00		
1006204	DOVORO BARE ROLE: MARKET F	\$1.00	\$108,000 (0)	8108,008.00		
8268/2014	TOTHE CASH AND LIQUED ANSETS	\$74 (02.12)	\$14.717.00	8108.043.00		
CWDD-DORE	t of GP	10	194	80.09	1207.04	
one=recal	PT6	(41,38	iii)	8108	\$1,283.01	
Practical	and Long at Assess	Theory of the local states	sit	474 107 02	minonic	

If you select the Detail View option all the line items are expanded.

# File Download Tab

The File Download Tab provides access to the features that enable you to download account data to use in other applications.

NOTE: The File Download action is not operational if the Pop-Up Blocker option is activated on your browser.

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You combine a variety of selectable criteria to tailor your download and you can save the selection criteria in the form of a template for recurring use. You can then retrieve the template from a drop-down list of existing templates and execute the saved query. In addition to saving a set of criteria as a template for future use, you can also modify or delete a saved template.

You can specify the type of download to perform, relative to the output format. The following options are available:

- Excel
- Comma Delimited
- Semicolon Delimited
- Tab Delimited
- Fixed Length

You can select one or more accounts to export for one of the following subject areas:

- Account Balances
- Cash Projections
- Holdings
- Pending Transactions
- Posted Transactions
- Tax lot Detail

Each of the subject areas has its own set of selection criteria available to refine the data to be downloaded within each subject area. Below is a diagram listing the selection criteria and the universe of data points available to be selected for each subject area:

Subject Area	Se	lection Criteria	Available Data Points
Account Balances	•	Date	Income Cash
	•	Trade Date or Settle Date	Principal Cash
			Income Overdraft Protection Date
			Principal Overdraft Protection Date
			Cash Management Funds
			Posted Income
			Posted Principal
Posted Transactions	•	Last 30 Days	Master Account
		Date Range	Account Number
		Trade Date or Settle Date	Transaction Number
		Hade Date of Gettle Date	Transaction Description
			Posting Date
			CUSIP Number
			Trade Date
			Settlement Date
			Income Cash
			Principal Cash
			Net Cash
	1		Check Number
			Tax Code
	1		Tax Code Description
			Income Code
			Income Code Description
			Funds Code
			Funds Code Description
			Principal Investment Change
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	1		
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Donding Transactions		Last 20 Davis	Master Assount
Fending transactions	•	Last 30 Days	
	•	Date Range	Account Number
	•	I rade Date or Settle Date	Transaction Number
	1		CLISID Number
			Sottlement Date
			Jenema Cash
			Dringing Cook
	1		Finicipal Cash
	1		Iver Cash
	1		Funds Code
			Funas Code Description
			Principal Investment Change
			Income Investment Change
			Principal Shares / Par Change
	1		Income Shares / Par Change
			Unit Price

Broker Code Broker Name Vault Number Disbursement Code Disbursement Code Description Market Value Tax Cost Book Value Gain / Loss Transaction Type Commissions Trade Service Fees Accrued Interest Bank Fees Agent Fees Other Fees	
Broker Name Vault Number Disbursement Code Disbursement Code Description Market Value Tax Cost Book Value Gain / Loss Transaction Type Commissions Trade Service Fees Accrued Interest Bank Fees Agent Fees Other Fees	
Vault Number Disbursement Code Disbursement Code Description Market Value Tax Cost Book Value Gain / Loss Transaction Type Commissions Trade Service Fees Accrued Interest Bank Fees Agent Fees Other Fees	
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Bank Fees Agent Fees Other Fees	
Agent Fees Other Fees	
Other Fees	
Other Fees	
	1
Fees and Postage	
Posting Status	
Holdings	
Trade Date or Settle Date Ticker Symbol	
CHIQIP Number	
Unrealized Gain / Loss	
Yield at Market	
Percent of Portfolio	
S & P Rating	
Moody's Rating	
Price	
Price Date	
Inter Date	
Unit Tax Cost	
lax Cost	
Industry	
Earnings per Share	
PE Ration	
Estimated Annual Income	
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Accrued Income	
Market Value with Accruals	
Taxlot Detail	
Trade Date or Settle Date Description	
Units Price	
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Tax Cost	
Market Value	
Unrealized Gain / Loss	
Acquired	
Account Number	
Cash Projections Date	
Forecast number of Days     Group	
I ransaction Description	
Trade Date or Settle Date Income Cash Principal Cash	
Total Cash	

# My Reports

The My Reports Tab provides access to Web Statements and Special Reports prepared for the accounts that you are authorized to view.

IY REPORTS	
Ratements (3)	
Ipecial Reports (8)	

### Web Statements

To view your Web Statements, you must have Adobe Acrobat Reader installed on your computer. Once you have logged onto WebLink, click on My Reports.

Use the Expand icon on the right side of the category row to display the list of available Web Statements. The Web Statements that have been generated for your account(s) are displayed by date range.

No.     Searcy Service     Start Date       INI.     Internal Distriction (Start)     Start Date       INI.     Internal Distriction (Start)     Start Date       INI.     Internal Distriction (Start)     Start Distriction					
101     102     102     102     102     102       101     102     102     102     102     102       101     102     102     102     102     102       101     102     102     102     102     102       101     102     102     102     102     102       101     102     102     102     102     102       102     102     102     102     102     102	348	Constator	That Does	Crist Dates	
No.         No. <td>195</td> <td>Webs, M. Walt, Middler, J. Bound, &amp; Street, etc.</td> <td>15161</td> <td>617-49-8</td> <td></td>	195	Webs, M. Walt, Middler, J. Bound, & Street, etc.	15161	617-49-8	
en et al. <u>In the la production de la Content</u> de la content en la Reports (B)	380	North Internet with the North Control of	##F1000	page of the set	
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		HIL. 1911 2021 (1911 Aports (	Max.         Conceptor           MC         Marca 20 CPUT (Marca 20 CPUT (	March         Description         Name Date           NEL         March         March         March           Apports (D)         March         March         March	Security Conception         Secure Concenter Conception         Security Concepti

The Description of each Statement is a hyperlink. Click the hyperlink to open or save the statement in pdf format.

There is an option for you to receive an email when your Web Statement is available. If you would like to receive this email notification you need to contact your account administrator.

### **Special Reports**

To view your Special Reports log into WebLink and click on My Reports.

Use the Expand icon on the right side of the category row to display the list of available Special Reports. The Special Reports that have been generated for your account(s) are displayed by date range.

The Description of each Special Report is a hyperlink. Click the hyperlink to open or save the report in pdf format.

There is an option for you to receive an email when reports are available. If you would like to receive this email notification you need to contact your account administrator.