

This training guide will demonstrate the **Client Website Overview**. Your Client Website is your own 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.).

1. At the bottom right hand side of the **Home** page, click on the **Tour Guide** to take a tour through your client website.

The screenshot displays the Magellan Client Website interface for John and Sue Smith. The top navigation bar includes 'Home', 'Organizer', 'Workshop', 'Spending', 'Investments', 'Vault', and 'Reports'. The main content area is divided into several sections:

- NET WORTH**: TODAY \$194,973. A bar chart shows Cash vs. Credit Card Debt: CASH \$7,568 and DEBT \$3,643.
- INVESTMENTS**: TODAY \$187,933. A pie chart shows ASSET ALLOCATION: Cash (47.94%), Large Value (17.20%), Large Growth (17.01%), and Mid Value (7.26%).
- ACCOUNTS**: A list of accounts including Cash (\$7,568), Credit Cards (-\$3,643), Investments (\$187,933), Life Insurance (\$14,500), Loans (-\$426,385), Property (\$500,000), and Option Plans (\$0).
- SPENDING**: NET -\$710. A pie chart shows 'You've spent \$710 this month' with categories: Taxes, Cash/ATM, and Home.
- BUDGETS**: UNDER \$500. A progress bar shows '7 days remaining this month' with a date marker for Feb 21.
- PROTECTION**: A list of insurance policies including Variable Universal Life, Auto, and Group Short Term.
- TOUR GUIDE**: A button circled in red, with a sub-header 'TOUR GUIDE' and a description: 'Get an overview of how to get started with your personal financial website.' Below this is a 'GET STARTED' button and a photo of a woman.

2. You are able to set security & privacy **Settings**.

John and Sue Smith

Education Center Help **Settings** Log out

Home Organizer Workshop Spending Investments Vault Reports

Security Privacy

Change Password

Old Password:

New Password:

Verify Password:

Save

Change Security Question

Enter a new security question and answer to help you if you forget your password. Your current question is not shown for security reasons.

Security Question:

Answer:

Verify Answer:

Save

Contact Joe

3. The **Privacy** tab allows you to control your Advisor's access.

Security **Privacy**

Privacy Settings

This page allows you to manage your privacy settings. Use the controls below to determine how much access each individual has to your financial information.

My Advisor

	None	Limited	Full
Joe Advisor Advisor	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

None: Cannot view any spending data.

Limited: Can view category spending and budgets.

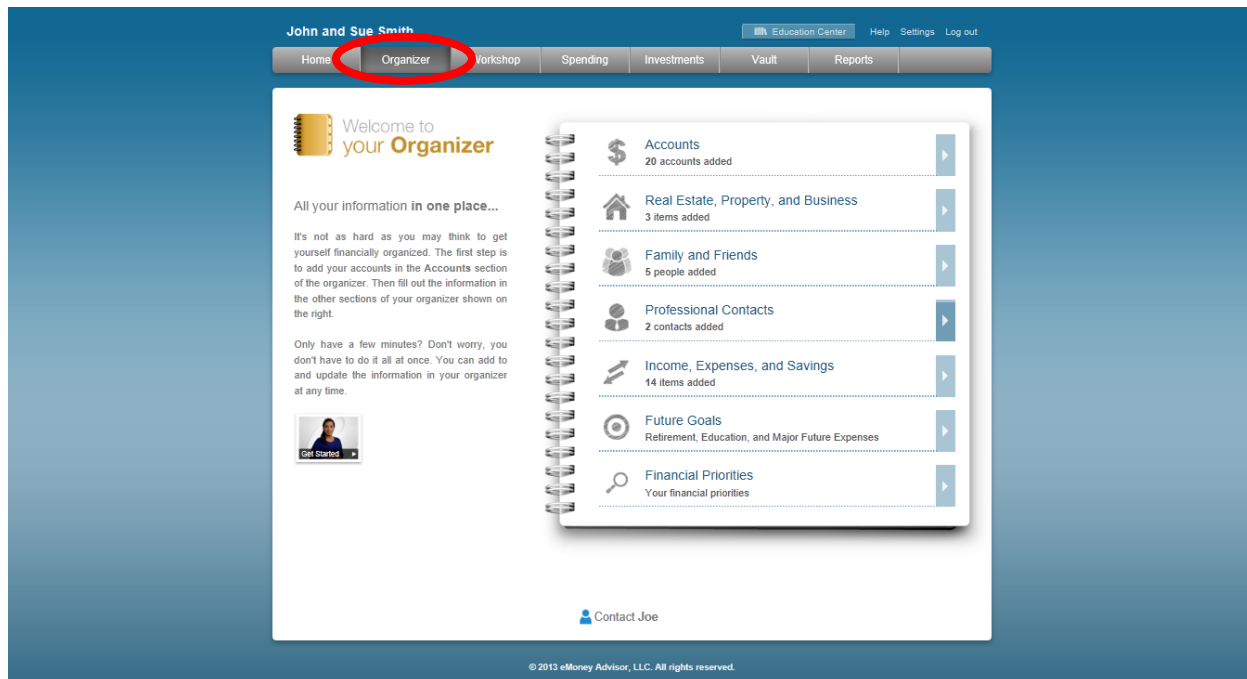
Full: Can view all data, including transactions.

None – your Advisor will not have access to any of your spending data.

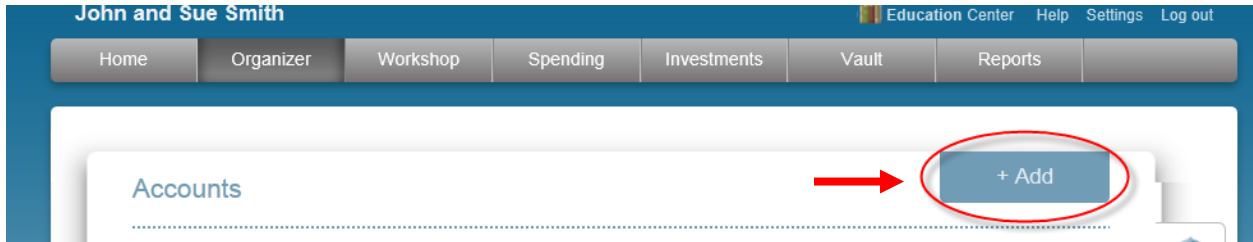
Limited- your Advisor has limited access to your spending details and can view only the categories regarding the spending and budget:

Full access- your Advisor can view spending and budgeting items, including transactions.

4. The **Organizer** tab gives you a place to enter your data, provided your Advisor has enabled this feature for you.

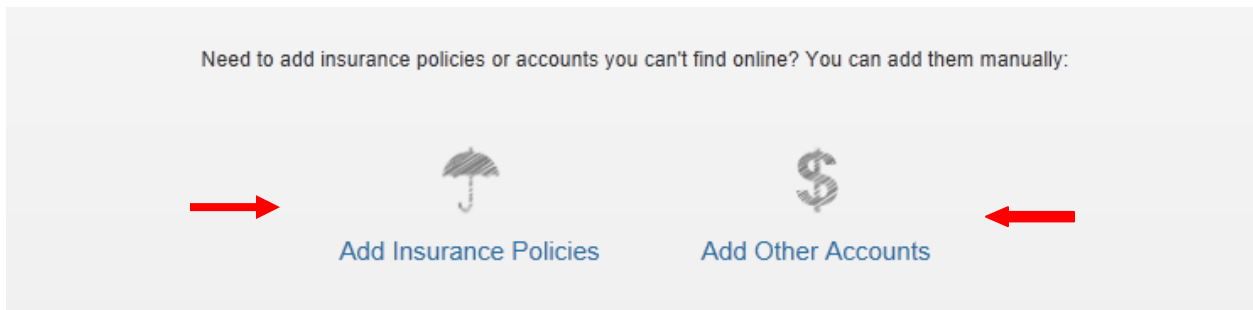


5. Click on Accounts and then click Add to search for an institution by name or website address.



Note: For more information on connecting accounts see the **Client Website Connection Guide**.

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



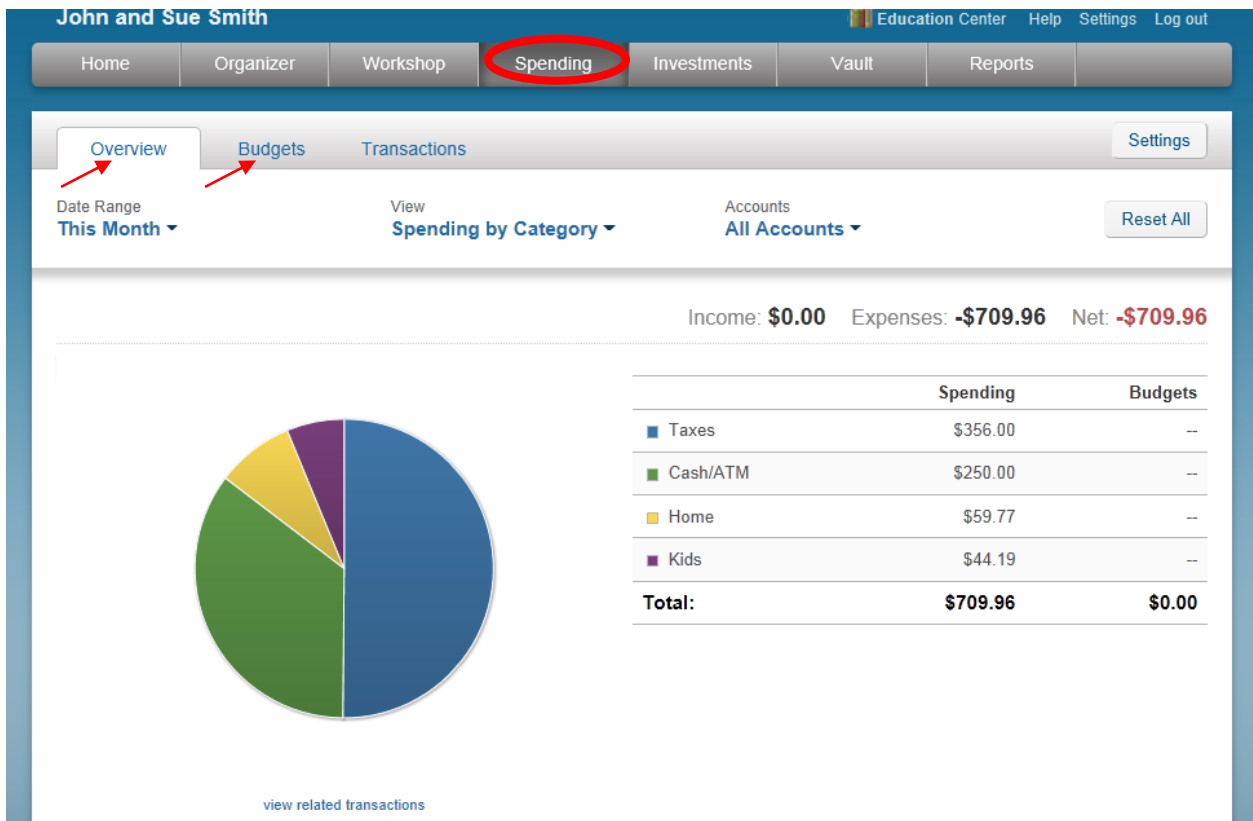
7. The **Workshops** tab allows you to analyze if you are saving enough for retirement or a college expense as well as analyze your life insurance needs. Follow the tour guide to walk you through these

exercises.



8. 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.



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

John and Sue Smith Education Center Help Settings Log out

Home Organizer Workshop Spending **Investments** Vault Reports

Summary Allocation Analysis Research

Accounts
All Investments ▾

Current Value: \$187,932.81

Cash: \$5,090.25
Margin: \$1.00
Holdings: \$97,841.56

Balance History

\$200K
\$100K
\$0

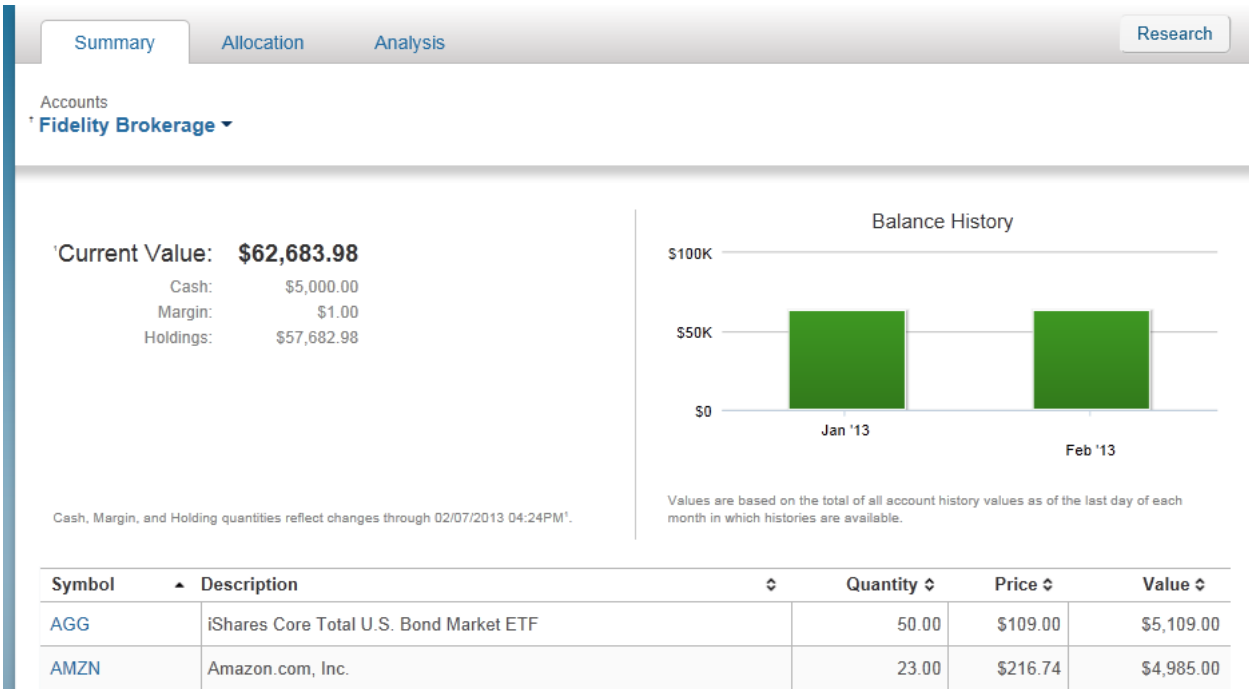
Jan '13 Feb '13

Cash, Margin, and Holding quantities reflect changes through the Positions As Of dates below*.

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

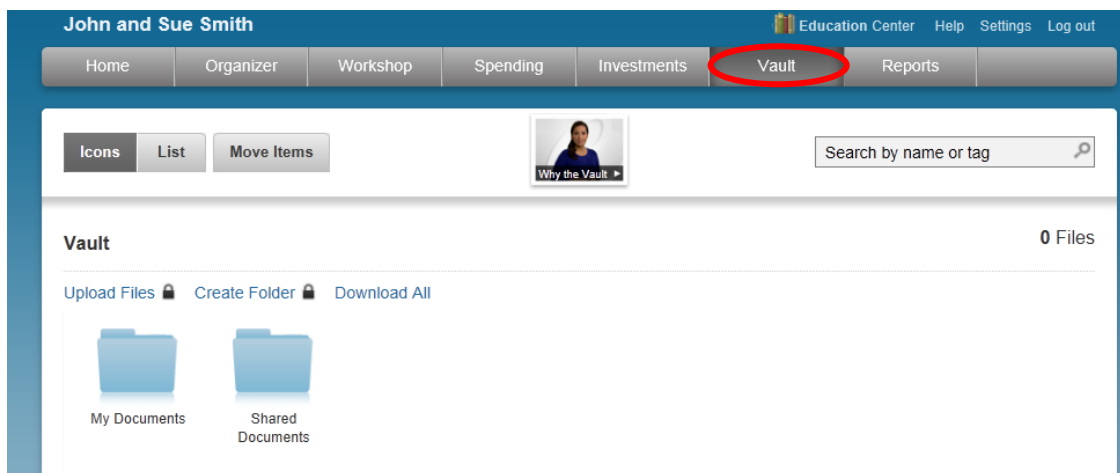
Account ▲	Positions As Of ⚡	Cash ⚡	Margin ⚡	Holdings ⚡	Current Value ⚡
Fidelity Brokerage	02/07/2013 04:24PM	\$5,000.00	\$1.00	\$57,682.98	\$62,683.98

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



11. 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 *your access* can view the contents.



Note: The Vault allows you to store 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.

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

John and Sue Smith Education Center Help Settings Log out

Home Organizer Workshop Spending Investments Vault **Reports**

Report Selection
Balance Sheet ★ Favorites

< Prev As of Today Next >

View Categories: No

Balance Sheet Web Print
Prepared for John and Sue Smith

The Balance Sheet shows the value of your assets and liabilities, and your net worth.

Assets	John	Sue	Joint - ROS	Total
Easy 123 Checking	--	--	\$4,568	\$4,568
Electric Orange	--	--	\$3,000	\$3,000
Fidelity Brokerage	\$62,684	--	--	\$62,684
John's Fidelity 401(k)	\$40,249	--	--	\$40,249
Virginia Home	--	--	\$500,000	\$500,000
Permanent Life Insurance	\$14,500	--	--	\$14,500
Total Assets:	\$117,433	\$0	\$507,568	\$625,001
Liabilities	John	Sue	Joint - ROS	Total
Mortgage	--	--	(\$426,385)	(\$426,385)
Blue Credit Card	--	--	(\$2,368)	(\$2,368)
Platinum Credit Card	--	--	(\$1,275)	(\$1,275)
Total Liabilities:	\$0	\$0	(\$430,028)	(\$430,028)
Total Net Worth:	\$117,433	\$0	\$77,540	\$194,973

Report Selection
Balance Sheet ★

- Favorites**
 - Assets
 - Cash Flow
 - Asset Allocation
 - Life Insurance Summary
 - Insurance Summary
- Assets**
 - Assets
- Balance Sheet**
 - ✓ Balance Sheet
 - Balance Sheet at Death
 - Out of Estate Balance Sheet
 - Trusts & Other Entities Balance Sheet
- Cash Flow**
 - Cash Flow
 - 5-Year Cash Flow

13. 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.
- a. By signing up for access you can track your awards on the web. You can also receive statements & alerts via-email.
 - b. 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**.

