

# fi360 Toolkits

## Producing highly customizable reports with the new Report Template Editor

Speaker:  
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# Agenda

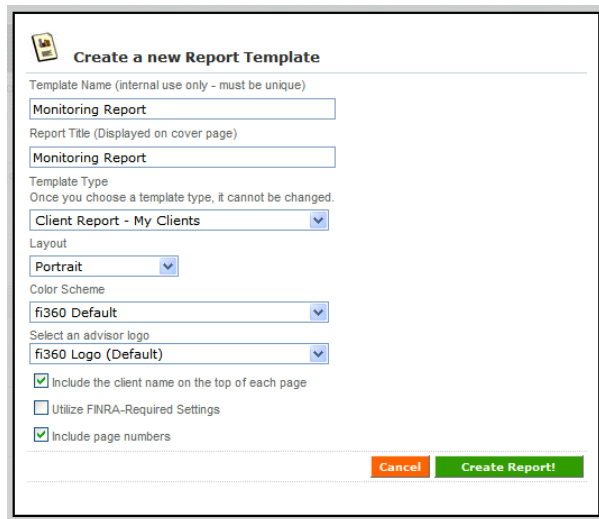
- General Report Structure
  - fi360 Report Templates
  - Custom Report Templates
- Creating a Custom Report Template
  - Adding & ordering sections
  - Applying custom grouping and ordering within sections
  - Specifying section specific options
- Additional Customization Options
  - Color Schemes
  - Logos
  - Disclosures
- Producing Reports from various Toolkit areas
  - My Clients
  - Analyzer
  - Recommended Lists

# fi360 Report Templates

- Standard templates designed by fi360
  - Monitoring Report, Snapshot Report, fi360 Due Diligence Breakdown, etc.
- All underlying sections available within custom report template editor.

# Custom Report Templates

- Completely customizable
- Apply portrait and landscape page formats
- Two template types
  - General Investment Report
  - Client Report
- Assign custom color schemes, logos and disclosures



The screenshot shows a web form titled "Create a new Report Template". The form contains the following fields and options:

- Template Name (internal use only - must be unique):** A text input field containing "Monitoring Report".
- Report Title (Displayed on cover page):** A text input field containing "Monitoring Report".
- Template Type:** A dropdown menu with the selected option "Client Report - My Clients". A note below it states: "Once you choose a template type, it cannot be changed."
- Layout:** A dropdown menu with the selected option "Portrait".
- Color Scheme:** A dropdown menu with the selected option "fi360 Default".
- Select an advisor logo:** A dropdown menu with the selected option "fi360 Logo (Default)".
- Checkboxes:**
  - Include the client name on the top of each page
  - Utilize FINRA-Required Settings
  - Include page numbers
- Buttons:** "Cancel" (orange) and "Create Report!" (green).

# Custom Report Templates

- Choose from all fi360 report sections

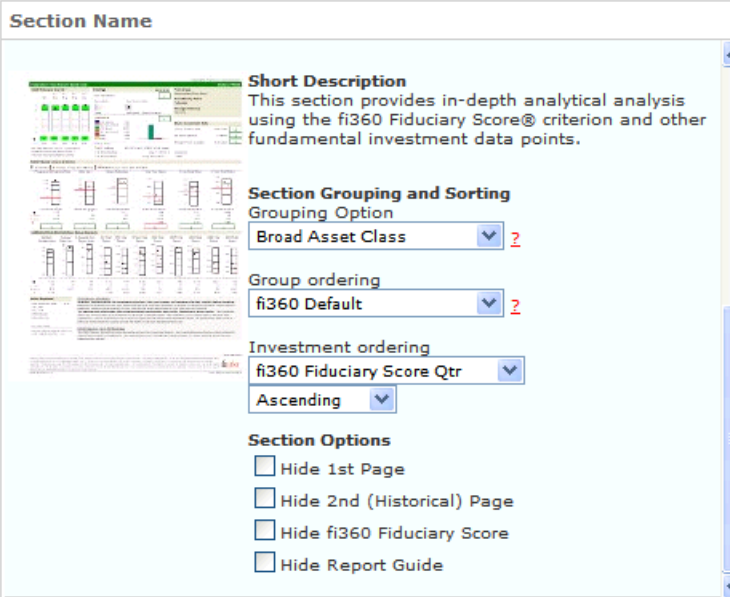
The screenshot displays the fi360 Custom Report Templates interface, which is divided into three main panels:

- Available Report Sections:** A list of 17 report sections, each with a small icon to its left. The sections are: Asset Allocation Analysis, Due Diligence Criteria Breakdown, Fee & Expense Summary, Glossary, Index Definitions, Investment Commentary, Investment Company Contact Information, Investment Comparison, Investment Fact Sheet, Investment Highlight, Investment Performance, Investment Profile, Model Portfolios - Asset Allocation, and Model Portfolios - Expense Summary. A vertical scrollbar is visible on the right side of this list.
- Section Preview:** A central panel with a large orange text prompt: "Select a Report Section on the left". Below this prompt is a link that says "Click to read section description". At the bottom of this panel are four buttons: "Add Section" (green), "Add All" (green), "Remove Section" (white), and "Remove All" (white). Below these are two grey buttons: "Move Up" and "Move Down".
- Selected Report Sections:** A list of 10 report sections that have been added to the template. Each section has a small icon to its left and a "(+)" symbol to its right. The sections are: Cover Page (1000 inv max), Performance Summary - Broad Market (1000 inv max), Holdings Summary (1000 inv max), Style Analysis (1000 inv max), FI360 Fiduciary Score® Scatter Plot (1000 inv max), FI360 Fiduciary Score® Breakdown (1000 inv max), Investment Snapshot (1000 inv max), Investment Expenses (1000 inv max), and Watch List - Action Items (1000 inv max). Below this list is a large grid of small dots, likely representing a drag-and-drop area for reordering sections.

# Custom Report Templates

- Apply custom options to each report section
  - Grouping
  - Investment Ordering
  - Section Options

Section Name



**Short Description**  
This section provides in-depth analytical analysis using the fi360 Fiduciary Score<sup>®</sup> criterion and other fundamental investment data points.

**Section Grouping and Sorting**  
Grouping Option  
Broad Asset Class

Group ordering  
fi360 Default

Investment ordering  
fi360 Fiduciary Score Qtr  
Ascending

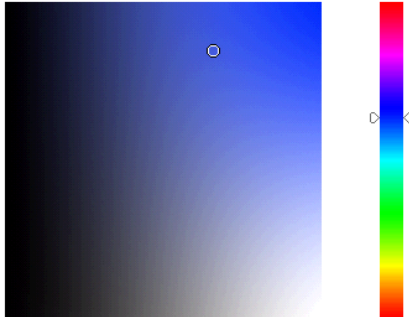
**Section Options**  
 Hide 1st Page  
 Hide 2nd (Historical) Page  
 Hide fi360 Fiduciary Score  
 Hide Report Guide

# Color Schemes

- Select a custom font type
- Apply custom colors to
  - Titles
  - Main, Secondary and Tertiary headers

Element	Current Selections
<b>Report Font</b> The font used throughout the report. <a href="#">Preview</a>	
Select a Report Font	Arial
<b>Section Title</b> The title shown on each page. <a href="#">Preview</a>	
<input type="radio"/> Font Color	R: 5 G: 21 B: 79      Sample Title
<b>Main Header</b> The main header is typically used once at the top of each page. <a href="#">Preview</a>	
<input checked="" type="radio"/> Main Header Color	R: 26 G: 52 B: 168      Sample Main Header
<input type="radio"/> Main Font Color	R: 255 G: 255 B: 255
<b>Secondary Header</b> The secondary header is typically used for headers that repeat such as peer group names. <a href="#">Preview</a>	
<input type="radio"/> Secondary Header Color	R: 129 G: 220 B: 249      Sample Secondary Header
<input type="radio"/> Secondary Font Color	R: 0 G: 0 B: 0
<b>Tertiary Header</b> The tertiary header is typically used for disclosures or notes. <a href="#">Preview</a>	
<input type="radio"/> Tertiary Header Color	R: 226 G: 253 B: 254      Sample Tertiary Header
<input type="radio"/> Tertiary Font Color	R: 0 G: 0 B: 0

**Main Header Color**



**Selected Color**

Red:

Green:

Blue:

- Preview your colors when ready

**Holdings Summary**

Investors should consider the investment objectives, risks, charges and expenses of a fund carefully before investing. Prospectuses containing this and other information about the fund are available by contacting your financial consultant.

Peer Group / Investment Name	Ticker	Type	\$ Amount Invested	Percentage
<b>Diversified Emerging Mkts</b>				
DFA Emerging Markets Value 1	DFEVX	MF	100,000	25%
<b>Foreign Large Blend</b>				
Vanguard Total Intl Stock Index	VGTSX	MF	100,000	25%
<b>Intermediate-Term Bond</b>				
JPMorgan Core Bond A	PBBOX	MF	100,000	25%
UBS U.S. Bond A	BNBDX	MF	100,000	25%
<b>Total</b>			<b>\$400,000</b>	<b>100%</b>

Close





- Store multiple logos
  - Customize for different report templates
    - *Portrait & Landscape Logos*
    - *Client Logos*

Logo Name	Default?	Last Updated	Image (Click to preview)	Upload Logo	Delete Logo
fi360 Logo ( <a href="#">Edit</a> )	Yes ( <a href="#">Remove as default</a> )	March 28, 2011		<a href="#">Edit</a>	
M and D logo ( <a href="#">Edit</a> )	No ( <a href="#">Set as default</a> )	April 07, 2011		<a href="#">Edit</a>	
Merrill ( <a href="#">Edit</a> )	No ( <a href="#">Set as default</a> )	April 25, 2011		<a href="#">Edit</a>	

# Disclosures

- Store multiple disclosures
  - Customize for different report templates
    - *Internal or external use*
    - *Different compliance levels*

<input type="checkbox"/>  Disclaimer Name	Cover Page (Preview) (First 250 characters)	Last Page (Preview) (First 250 characters)	Default ?	Last Modified	 Edit
<input type="checkbox"/> 401k Disclosure	Cover page	Last page	No	04/13/2011	<a href="#">Edit</a>
<input type="checkbox"/> ML Disclosure	-	The performance data contained in the reports represents past performance which does not guarantee future results. Investment return and principal value will fluctuate so those shares, when redeemed, may be worth more or less than their original cos ...	No	04/25/2011	<a href="#">Edit</a>
<input type="checkbox"/> Mapped Disclosure	Not FDIC Insured   No Bank Guarantee   May Lose Value	Additional supporting information for FINRA review compliance has been removed. Please view a complete sample report on our website at <a href="http://www.fi360.com/main/tools_toolkits_samplereports.jsp">http://www.fi360.com/main/tools_toolkits_samplereports.jsp</a> .	Yes	04/13/2011	<a href="#">Edit</a>

# Producing Reports

- My Clients - Holdings & Watch List/Notes
  - I Want To Panel
  - General Investment Reports Only

Total Holdings: 14		
Ticker	Peer Group	\$ Amount
FMREX	World Stock	158,000.00
CREAX	Real Estate	614,000.00
DIBAX	World Bond	467,000.00
GTDDX	Diversified Emerging Mkts	142,000.00
MRSAX	Foreign Large Blend	664,000.00
FDXAX	Mid-Cap Blend	420,100.00
PLOAX	Small Growth	564,000.00
GUIQX	Intermediate-Term Bond	495,000.00
SAINX	Long-Term Bond	219,000.00
-	Stable Value	500,000.00
LBHYX	High Yield Bond	274,000.00
VFINX	Large Blend	318,000.00

**I want to...**

**Quickly add funds or ETFs**

Enter fund ticker or name

(Separate tickers with a comma)

**Add Tickers**

**Add using advanced options**

- + [Upload mutual fund/ETF holdings via Excel](#)
- + [Use the Analyzer to find mutual funds, ETFs, managers, IGSA's or annuities](#)
- + [Use the Custom Holdings Directory](#)

**Edit dollar amounts**

[Click to edit values](#)  
(Not required)

**Delete holdings**

[Delete selected](#)  
(Use checkboxes on left)

**Produce Reports**

[View available reports](#)

**Produce Reports**

Choose Report Type

All Investments

Selected Investments Only

Custom Report Templates

Factsheet

New Report Sections

fi360 Report Templates

Data Export

fi360 Due Diligence Breakdown

Investment Comparison

Investment Profile (s)

Snapshot Report

(x) Close available reports

# Producing Reports

- My Clients - Report Center
  - General Investment Reports and Client Reports

**Custom Report Templates** (Client and General Investment Report types only)

Template Name	Report Title	Layout	Type	Edit Details	Produce Report	Delete
<a href="#">Commentary</a>	Commentary	Portrait	Client Report	<a href="#">Edit</a>		
<a href="#">Conference Sample</a>	Quarterly Performance Report	Portrait	Client Report	<a href="#">Edit</a>		
<a href="#">Factsheet</a>	Factsheet	Portrait	Investment Report	<a href="#">Edit</a>		
<a href="#">Migrated: Monitoring Report</a>	Monitoring Report	Portrait	Client Report	<a href="#">Edit</a>		
<a href="#">New Report Sections</a>	New Report Sections	Portrait	Investment Report	<a href="#">Edit</a>		
<a href="#">Renee Conference Template</a>	No title entered	Portrait	Client Report	<a href="#">Edit</a>		
<a href="#">Short Monitoring Report</a>	Monitoring Report - Short	Portrait	Client Report	<a href="#">Edit</a>		

**fi360 Report Templates**

Report Title	Short Description	Layout	Details	Produce Report
<a href="#">Asset Allocation Optimizer Report</a>	Summarizes the data returned from the fi360 Asset Allocation Optimizer including an analysis of the risk/return profiles of the selected portfolio plus one or more comparison portfolios.	Portrait	<a href="#">i</a>	
<a href="#">Data Export</a>	This Excel file is perfect for those savvy advisors that would like to do more research and analysis on their own.	Excel	<a href="#">i</a>	
<a href="#">Fee &amp; Expense Report</a>	Provides a high level cost overview while showing in a concise way the individual parties receiving these fees. The report then delves deeper into disclosing the various fee components and provides an analysis of each investment's fees compared to its peer group.	Landscape	<a href="#">i</a>	
<a href="#">fi360 Due Diligence Breakdown</a>	Highlights the fi360 Fiduciary Score Quarter and Average for all of your client's investments. The report will also illustrate each fund's specific fiduciary shortfalls, so that you can easily see the problem areas. In one quick glance, you will get a great view of the fiduciary health of the client's portfolio/lineup.	Landscape	<a href="#">i</a>	
<a href="#">Investment Comparison</a>	Facilitates a side-by-side evaluation of investments to expedite selection decisions. The report contains a section highlighting the fi360 Fiduciary Score Quarter and Average and also illustrates each investment's specific fiduciary shortfalls, so that you can easily see the problem areas. The second section provides a detailed performance comparison of the selected investments.	Landscape	<a href="#">i</a>	
<a href="#">Investment Profile(s)</a>	Allows for an in-depth analysis and comparison of the investment to their peer group and index. Mutual Fund and ETF Profiles also include a historical page that is valuable for identifying trends in the fund's fi360 Fiduciary Score and other underlying criteria.	Portrait	<a href="#">i</a>	
<a href="#">Model Portfolios Report</a>	This report is a must have for any user that utilizes Models within their 401k plans. It includes sections covering model asset allocation, expenses, risk/return projections,	Landscape	<a href="#">i</a>	

# Producing Reports

- Investment Analyzer
  - I Want To Panel
  - General Investment Reports Only

Add a column: (Max 11) Select

Return (1 yr) (Hide)	Return (3 yr) (Hide)	Return (5 yr) (Hide)	Alpha (Hide)	Sharpe Ratio (Hide)	Expense Ratio (Hide)
26.67	9.90	5.98	7.54	0.48	0.24
26.67	9.90	5.98	7.54	0.48	0.25
27.08	12.55	8.10	10.16	0.54	1.18
26.03	11.63	7.25	9.33	0.51	2.02

I want to...

**Add Fund(s) to Recommended List**


Choose List

Choose List

**Add**

(selected investments only)

**Produce Reports**

 [View available reports](#)

**Produce Reports**




Choose Report Type




All Investments

Selected Investments Only

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Custom Report Templates



Factsheet   



New Report Sections   



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fi360 Report Templates

Data Export  

fi360 Due Diligence Breakdown  

Investment Comparison  

Investment Profile (s)  

Snapshot Report  

(x) Close available reports

# Producing Reports

- Recommended Fund Lists
  - I Want To Panel
  - General Investment Reports Only

The screenshot displays the fi360 interface for producing reports. On the left, a table lists funds with columns for 'Fund Name' and 'Order'. The 'World Stock' fund is highlighted in black. Below it, a checkbox is next to 'American Funds Capital World G/1 A' with an order number '1' in a text box. A button labeled 'Update Order / Remove Funds' is at the bottom right of the table.

To the right of the table is a sidebar titled 'I want to...'. It contains several sections:
 

- Quickly add Funds/ETFs**: A text input field for 'Enter fund ticker or name', a note '(Separate tickers with a comma)', and a green 'Add Tickers [+]' button.
- Conduct advanced search**: A '+ Go to the Analyzer' link.
- Change list name**: '+ Daves 401k Plan' with an 'Edit' link.
- Produce Reports**: A 'View available reports' link with a document icon.

On the far right, a 'Produce Reports' panel is shown. It includes:
 

- Choose Report Type**: Radio buttons for 'All Investments' and 'Selected Investments Only' (which is selected).
- Custom Report Templates**: 'Factsheet' and 'New Report Sections' with icons for edit, delete, and refresh.
- fi360 Report Templates**: A list of templates including 'Data Export' (with a green 'x' icon), 'fi360 Due Diligence Breakdown', 'Investment Comparison', 'Investment Profile (s)', and 'Snapshot Report', each with an information icon.
- At the bottom: '(x) Close available reports'.

An arrow points from the 'Produce Reports' section in the sidebar to the 'Produce Reports' panel on the right.

# Questions?

- Thank you for attending