



Funds Functionality

User Guide

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The funds in which the plan is currently invested in can be detailed on this page. Selecting the existing scheme funds is used purely for showing past performance and listing the names and % splits of the funds in the report- the system does not use the charge of the funds to “project forward” the existing scheme.

Once the search criteria have been entered, a list of funds will appear in the left-hand box. Once funds have been selected the appropriate split will need to be entered.

Funds within Existing Product [Help](#)

You may select the fund(s) in which this plan is currently invested. This will be used to provide a comparison of past performance. This section is not mandatory but will pre-populate the "Calculate" function if you are going to use this in your analysis. You can also select the funds here but exclude the factsheets/X-Ray at the report stage – however we will still include performance charts for you. Our fund data is supplied by Morningstar and AKG for With Profit funds.

Select Funds

Fund Panels

Fund Manager:

Aberdeen Life & Pensior

Filter:

Name

GO

Sort:

Fund Name

Aberdeen Life Diversified Growth A Life

Aberdeen Life Diversified Growth B Life

Aberdeen Life Emerging Mkts Eq 1 Life

Aberdeen Life Emerging Mkts Eq B Life

Aberdeen Life Gbl (ex UK) Equity 1 Life

Aberdeen Life Gbl (ex UK) Equity A Life

Aberdeen Life Gbl (ex UK) Equity E Life

Aberdeen Life Gbl (ex UK) Equity F Life

Aberdeen Life M Asset(exPrpty) 1 Life

Funds Returned. 40. Time taken: 0.69 secs.

Funds Selected

Split

Other

10

%

Aberdeen Life Diversified Growth A Life

90

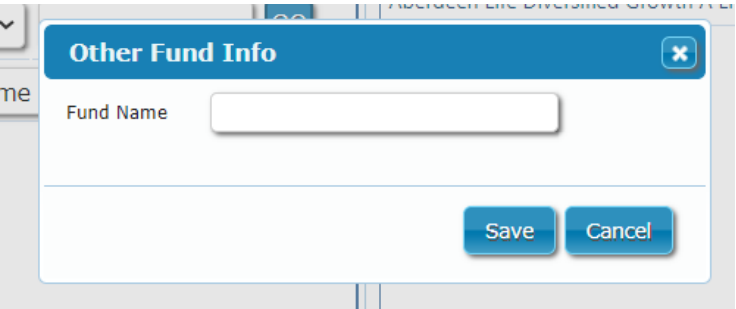
Total:

100

%

Clear All

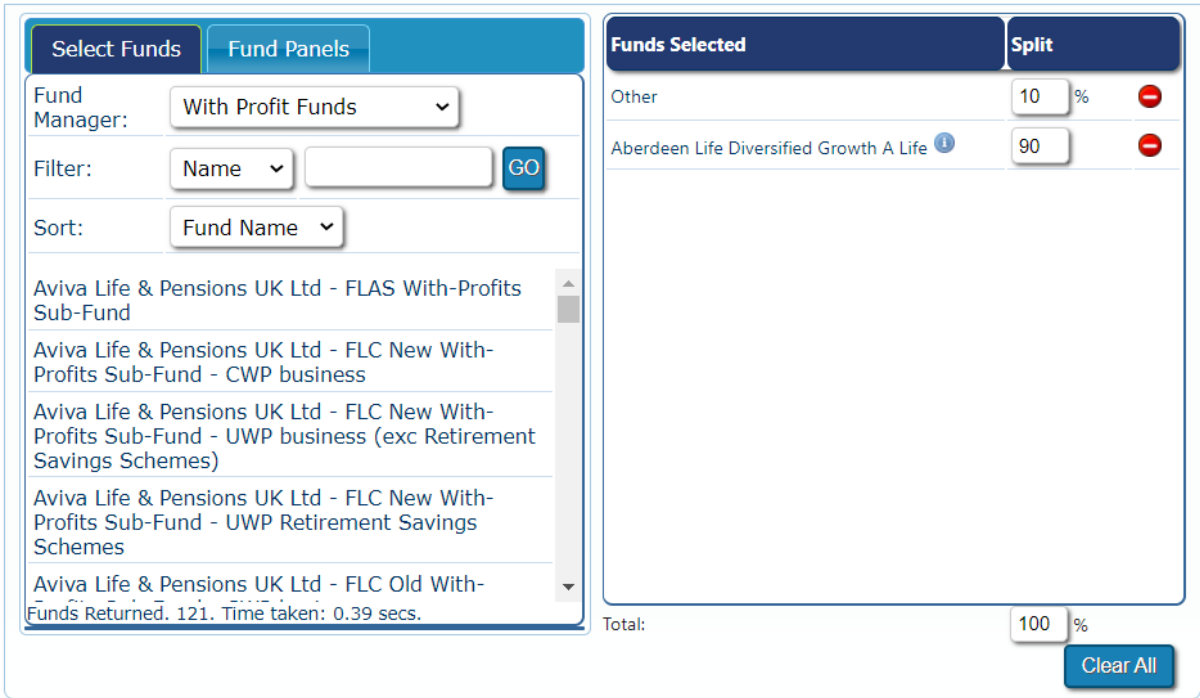
If the fund required is not held on the system, Other Fund can be selected from the top of the Provider drop down list, allowing the name of the fund to be entered.



Note: By selecting **Other fund**, you will **not** be able to look at past performance data

With profits

For With Profits Funds, use the Provider drop down and select **With Profits Funds** at the top of the drop-down list. The system will show all of the With Profits Funds held on the system.



Funds Selected	Split
Other	10 %
Aberdeen Life Diversified Growth A Life	90

Total: 100 %

Clear All

New Investment

This screen allows the user to choose the analysis method for the New Investment. There are four choices: **Funds & Sectors**, **User Templates**, **Managed Portfolios** and **Plan Default Settings**.

Once an investment has been added to the selection at the top of the page, the user will be able to move between **Funds & Sectors**, **User Templates** and **Model Portfolios** to add in a combination of investment types. To do this, click the **Add to Selection** button below the chosen investments.

Funds & Sectors

Funds and/or sectors can be selected by clicking on the **Funds & Sectors** button. The system will then filter out products which do not support the funds/sectors selected.

Funds

To choose specific funds, click the **Funds** button. The underlying fund provider can be selected from the drop-down list, then search, using either the fund name or ISIN, and click **Go** to return the funds. The resulting list of funds returned can be sorted by fund name, performance, fund size and ISIN. Funds can be shown on **Primary Funds Only**, which shows just the primary fund for each share class available.

Funds & Sectors

User Templates

Managed Portfolios

Plan Default Settings

Filter

Funds

Sectors

Product ProviderPlease Select

Fund ManagerPlease Select

SearchGB00B6457N46

Primary Funds☒ On ☐ Off

Portfolio UploadGo!

Fund NameSortFund Name

IM SCDavies Global Fixed Income Sterling

Include fund transaction costs?☒ Yes ☐ No

Funds / Sectors Selected	Cost	Performance (12 Months)	Split (%)
IM SCDavies Global Fixed Income Sterling	3.0806%		100 %
Weighted Average	3.0806%	0.0000%	100 %

Add To SelectionSave As New Template

If a product offers more than one share class for a particular fund, the system will choose the cheapest share class. If there are two share classes with the same charge, it will choose the first share class alphabetically. The share class chosen with a particular product can be changed on the Alternative Products page by clicking on the pencil next to the plan name. Alternatively, by switching the Primary Funds option to Off, all share classes will be shown.

Funds & Sectors

User Templates

Managed Portfolios

Plan Default Settings

Filter

Funds

Sectors

Product Provider

Please Select

Fund Manager

Please Select

Search

VT Munro Smart Beta

Primary Funds

☐ On

☒ Off

Portfolio Upload

Go!

Fund Name

Sort

Fund Name

VT Munro Smart Beta UK A Acc Retail

VT Munro Smart Beta UK A Inc Retail

VT Munro Smart Beta UK B Acc Inst

VT Munro Smart Beta UK B Inc Inst

VT Munro Smart Beta UK X Inc Direct

Include fund transaction costs?

☒ Yes

☐ No

Add To Selection

Save As New Template

The user can then select the funds required, which will appear in the box below under the heading **Funds/Sectors Selected**, and build up the fund splits as required. As with the sector option, the total must add up to 100% before the user can continue. The user may move to the Sector option if a mixture of funds & sectors is required.

The fund/sector selection can be saved as a Fund Sector Template for repeated use with other cases/clients by clicking **Save as New Template** and entering a template name.

Funds & Sectors

User Templates

Managed Portfolios

Plan Default Settings

Filter

Funds

Sectors

Product Provider

Please Select

Fund Manager

Please Select

Search

vanguard

Primary Funds

☒ On ☐ Off

Portfolio Upload

Go!

Fund Name

Sort Fund Name

Vanguard LifeStrategy 100% Equity

Vanguard LifeStrategy 20% Equity

Vanguard LifeStrategy 40% Equity

Vanguard LifeStrategy 60% Equity

Enter Template Name

Template name:

OK

Cancel

Include fund transaction costs?

☒ Yes ☐ No

Funds / Sectors Selected	Cost	Performance (12 Months)	Split (%)
Vanguard LifeStrategy 20% Equity	0.2858%		<input type="text" value="35"/> %
IM SCDavies Global Fixed Income Sterling	3.0806%		<input type="text" value="45"/> %
VT Munro Smart Beta UK AAcc Retail	2.6108%	0.0000%	<input type="text" value="20"/> %
Weighted Average	2.0085%	0.0000%	<input type="text" value="100"/> %

Add To Selection

Save As New Template

After adding a fund/sector, a reactive counter headed Products Available will show the number of products available with the funds/sectors selected. The **Show Products** button will bring up a list of the products available as well as those unavailable with a reason for their unavailability.

Products Available: 18 Hide Products		
Available Plans		
Provider	Plan	
7IM	7IM 7IM SIPP (7IM Discretionary/Retirement Income Service) (17428)	
7IM	7IM SIPP (14287)	
AJ Bell Investcentre	AJ Bell Investcentre SIPP (investing in Funds and Shares Service)(197)	
AJ Bell Investcentre	AJ Bell Investcentre SIPP (investing in Funds and Shares Service) - Retirement Investment Account(20020)	
AJ Bell Investcentre	AJ Bell Investcentre SIPP-MPS Service (investing in Funds and Shares Service)(14985)	
AJ Bell Investcentre	AJ Bell Investcentre SIPP-MPS Service (investing in Funds and Shares Service)- Retirement Portfolio Service(19398)	
Aviva	Aviva Pension Portfolio (Choice)(3871)	
Embark Pensions	Embark Pensions EBS Sipp(17157)	
Embark Pensions	Embark Pensions Option SIPP(19513)	
Fidelity Adviser Solutions	Fidelity Adviser Solutions Pension(4807)	
Fundment	Fundment Personal Pension(22225)	
Nucleus	Nucleus Pension Account(250)	
Quilter	Quilter Collective Retirement Account(3928)	
SS&C Hubwise	SS&C Hubwise SS&C Hubwise SIPP(22288)	
Transact	Transact Personal Pension(488)	
Transact	Transact Section 32(5707)	
Transact	Transact SIPP(8733)	
Wealthtime	Wealthtime Wran(443)	
Unavailable Plans		
Provider	Plan	Reason
AJ Bell Investcentre	AJ Bell Investcentre Junior SIPP (investing in Funds and Shares Service)(17236)	Client age above plan's maximum age limit (max: 18)
AJ Bell Investcentre	AJ Bell Investcentre Junior SIPP-MPS Service (investing in Funds and Shares Service)(24441)	Client age above plan's maximum age limit (max: 18)

Once the split totals 100%, you can proceed next. Alternatively, click the **Add to Selection** option, which will add these funds/sectors to the selection at the top of the page, and allow the user to use a mixture of investment types, including **User Templates** and **Managed Portfolios**. To make any adjustments to the Funds/Sectors selected, return to the **Funds & Sectors** tab, enter the new funds to use, then click **Update Selection**. Any changes made here will replace the current selection.

Products Available: 5 Show Products

You have added multiple options for investments. Please use the splits to the right to define the percentages.

Investment Name	Type	Split	
<input checked="" type="checkbox"/> Funds & Sectors	Funds & Sectors	25 %	Edit ✕
<input checked="" type="checkbox"/> Brewin Dolphin MPS Balanced	Managed Portfolios	40 %	View ✕
<input checked="" type="checkbox"/> Mixed Investment 20-60%	F/S Template	35 %	View ✕

Funds & Sectors
User Templates
Managed Portfolios
Plan Default Settings

Filter

Plan Templates
Fund Sector Templates

Search

Go!

Template Name

Include fund transaction costs?
☒ Yes ☐ No

Sector default fund based on:
☒ Performance ☐ Size

Lowest Annual Charge
☒

Include Own Selections (From Personal Settings)
☒

Funds Selected	Cost	Performance (12 Months)	Split (%)
▶ Mixed Investment 20-60% Link			
Weighted Average	0.0000%	0.0000%	100 %

Add To Selection
Unlink Template

Sectors

To select sectors, click on the **Sectors** button and a drop-down list of **Sector Groups** will appear. Choose the sector group required, then click **Go**, which will bring up a list of sectors. Click on the sector required and it will appear in the section below, under the heading **Funds/Sectors Selected**. Funds can be added as well as sectors by clicking on the **Funds** button. The total must add up to 100% before the user can move forward.

Funds & SectorsUser TemplatesManaged PortfoliosPlan Default Settings

Filter

FundsSectorsPortfolio Upload

Sector GroupMixed Investment Sectors

Go!

Sector Name

Mixed Investment 0%-35% SharesMixed Investment 20%-60% SharesMixed Investment 40%-85% SharesFlexible Investment

The availability of underlying funds which can be selected is limited by the information received from Morningstar and other fund information received via direct feeds.

The fund/sector selection can be saved as a Fund Sector Template for repeated use with other cases/clients by clicking **Save as New Template** and entering a template name.

Filter

Funds

Sectors

Portfolio Upload

Product Provider

Please Select

Fund Manager

Please Select

Search

vanguard

Primary Funds

☒ On ☐ Off

Go!

Fund Name

Sort Fund Name

Vanguard LifeStrategy 100% Equity
Vanguard LifeStrategy 20% Equity
Vanguard LifeStrategy 40% Equity
Vanguard LifeStrategy 60% Equity

Enter Template Name

Template name:

OK Cancel

Include fund transaction costs?

☒ Yes ☐ No

Funds / Sectors Selected	Cost	Performance (12 Months)	Split (%)	
Vanguard LifeStrategy 40% Equity	0.2721%		<input type="text" value="33"/> %	
VT Munro Smart Beta UKAAcc Retail	2.6108%	0.0000%	<input type="text" value="33"/> %	
IM SCDavies Global Fixed Income Sterling	3.0806%		<input type="text" value="34"/> %	
Weighted Average	1.9988%	0.0000%	<input type="text" value="100"/> %	

Add To Selection

Save As New Template

After adding a fund/sector, a reactive counter headed Products Available will show the number of products available with the funds/sectors selected. The **Show Products** button will bring up a list of the products available as well as those unavailable with a reason for their unavailability.

Products Available: 18 Hide Products		
Available Plans		
Provider	Plan	
7IM	7IM 7IM SIPP (7IM Discretionary/Retirement Income Service) (17428)	
7IM	7IM SIPP (14287)	
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AJ Bell Investcentre	AJ Bell Investcentre SIPP-MPS Service (investing in Funds and Shares Service)(14985)	
AJ Bell Investcentre	AJ Bell Investcentre SIPP-MPS Service (investing in Funds and Shares Service)- Retirement Portfolio Service(19398)	
Aviva	Aviva Pension Portfolio (Choice)(3871)	
Embark Pensions	Embark Pensions EBS Sipp(17157)	
Embark Pensions	Embark Pensions Option SIPP(19513)	
Fidelity Adviser Solutions	Fidelity Adviser Solutions Pension(4807)	
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Nucleus	Nucleus Pension Account(250)	
Quilter	Quilter Collective Retirement Account(3928)	
SS&C Hubwise	SS&C Hubwise SS&C Hubwise SIPP(22288)	
Transact	Transact Personal Pension(488)	
Transact	Transact Section 32(5707)	
Transact	Transact SIPP(8733)	
Wealthtime	Wealthtime Wran(443)	
Unavailable Plans		
Provider	Plan	Reason
AJ Bell Investcentre	AJ Bell Investcentre Junior SIPP (investing in Funds and Shares Service)(17236)	Client age above plan's maximum age limit (max: 18)
AJ Bell Investcentre	AJ Bell Investcentre Junior SIPP-MPS Service (investing in Funds and Shares Service)(24441)	Client age above plan's maximum age limit (max: 18)

Once the split totals 100%, you can proceed next. Alternatively, click the **Add to Selection** option, which will add these funds/sectors to the selection at the top of the page, and allow the user to use a mixture of investment types, including **User Templates** and **Managed Portfolios**. To make any adjustments to the Funds/Sectors selected, return to the **Funds & Sectors** tab, enter the new funds to use, then click **Update Selection**. Any changes made here will replace the current selection.

Products Available: 5 Show Products

You have added multiple options for investments. Please use the splits to the right to define the percentages.

Investment Name	Type	Split	
<input checked="" type="checkbox"/> Funds & Sectors	Funds & Sectors	25 %	Edit ✕
<input checked="" type="checkbox"/> Brewin Dolphin MPS Balanced	Managed Portfolios	40 %	View ✕
<input checked="" type="checkbox"/> Mixed Investment 20-60%	F/S Template	35 %	View ✕

Funds & Sectors
User Templates
Managed Portfolios
Plan Default Settings

Filter

Plan Templates
Fund Sector Templates

Search

Template Name

Go!

Template Name

Include fund transaction costs?

☒ Yes
 ☐ No

Sector default fund based on:
 ☒ Performance
 ☐ Size

Lowest Annual Charge ☒

Include Own Selections (From Personal Settings) ☒

Funds Selected	Cost	Performance (12 Months)	Split (%)
▶ Mixed Investment 20-60% Link			✕
Weighted Average	0.0000%	0.0000%	100 %

Add To Selection
Unlink Template

User Templates

Templates can be found by clicking **User Templates** at the top of the page.

Funds & Sectors

User Templates

Managed Portfolios

Plan Default Settings

Filter

Plan Templates

Fund Sector Templates

Template Group

Prudential

Search

Template Name

Go!

Template Name

Prudential Dynamic Portfolio Adventurous

Prudential Dynamic Portfolio Balanced

Prudential Dynamic Portfolio Cautious

Prudential Dynamic Portfolio Cautious Growth

Prudential Dynamic Portfolio Defensive

These can be further accessed by choosing either **Plan Templates** or **Fund Sector Templates**.

Plan Templates

Plan Templates are a selection of funds that are built to be used specifically with individual plans.

Select the product provider from the Template Group drop-down list. Click **Go** and the templates will appear on the right-hand side. Click the template required and it will move to the box below. One plan template can be used for each product in the analysis, i.e. Royal London Governed Portfolio 4 for use with Royal London, Prudential Dynamic Portfolio Cautious for use with Prudential. The user can proceed to Next once this has been added to use only this investment type. Alternatively, click **Add to Selection** to move this to the top of the page and allocate the desired amount in the split. This will enable the user to enter different investment types.

Funds & Sectors

User Templates

Managed Portfolios

Plan Default Settings

Filter

Plan Templates

Fund Sector Templates

Template Group

Prudential

Search

Template Name

Go!

Template Name

Prudential Dynamic Portfolio Adventurous
Prudential Dynamic Portfolio Balanced
Prudential Dynamic Portfolio Cautious
Prudential Dynamic Portfolio Cautious Growth
Prudential Dynamic Portfolio Defensive

Include fund transaction costs?

☒ Yes
☐ No

Match other products by sector(s) used above?

☐ Yes
☒ No

Funds Selected	Cost	Performance (12 Months)	Split (%)
▼ Prudential Dynamic Portfolio Cautious			✕
Retirement Account			
WS Prudential Risk Managed Actv 2 P Acc	0.6010%		100.0 %
Weighted Average	0.6010%	0.0000%	100 %

Add To Selection

Fund Sector Templates

Fund Sector Templates will hold any previously created templates of funds. They will all appear in the list on the right-hand side, but there is a search box to reduce the number of templates returned. Enter the name of the template and click **Go** to return the matching portfolios. Select the required template and it will move to the box below. Click next to proceed with 100% invested in this template.

Funds & Sectors

User Templates

Managed Portfolios

Plan Default Settings

Filter

Plan Templates

Fund Sector Templates

Search

Template Name

Go!

Template Name

High Risk
Investment Template
Low Risk
Mixed Investment 0-35%
Mixed Investment 20-60%
Mixed Investment 40-85%
Mixed Template
Mixed Template from Settings
Moderate Risk
Portfolio 1
Portfolio 2
Your Clients Fund Portfolio

Include fund transaction costs?

☒ Yes
☐ No

Sector default fund based on:

☒ Performance
☐ Size

Lowest Annual Charge ☒

Include Own Selections (From Personal Settings) ☒

Funds Selected	Cost	Performance (12 Months)	Split (%)
<div>Moderate Risk</div> <div>Weighted Average</div>	0.5245%	0.3023%	<div>100</div> <div>%</div>

Add To Selection

Unlink Template

To use a selection of different investments, click **Add to Selection** to move this to the selected investments at the top of the page. Multiple templates can be used in conjunction with each other. Allocate the splits at the top of the page to achieve 100%.

Managed Portfolios

Choose from the list of DFM Providers to view the list of portfolios available on the system and click **Go** to return all DFMs with this provider.

Funds & Sectors

User Templates

Managed Portfolios

Plan Default Settings

Filter

DFM Provider

Brewin Dolphin Ltd.

▼

Search

Portfolio Name

Go!

Portfolio Name

Brewin Dolphin MPS Balanced

Brewin Dolphin MPS Cautious

Brewin Dolphin MPS Cautious Higher Eq.

Brewin Dolphin MPS Global Equity

Brewin Dolphin MPS Growth

Brewin Dolphin MPS Income

Brewin Dolphin MPS Income Higher Eq.

Brewin Dolphin MPS Passive Plus Balanced

Brewin Dolphin MPS Passive Plus Caut HE

Brewin Dolphin MPS Passive Plus Cautious

Brewin Dolphin MPS Passive Plus Gbl Eq.

Brewin Dolphin MPS Passive Plus Growth

Include fund transaction costs?

☒ Yes ☐ No

Select the portfolio to add it in the Funds Selected section and proceed next if 100% of the investment will be in this selection. Alternatively, click **Add to Selection** to move this to the selected investments section at the top of the page and allocate the desired split. Additional investment types can also be added here.

Selecting Multiple Investments

All types of investments can be used in conjunction with each other. Once an investment has been added to the selection at the top of the page, other types of investments can be selected.

Products Available: 24

Show Products

You have added multiple options for investments. Please use the splits to the right to define the percentages.

Investment Name	Type	Split	
<input checked="" type="checkbox"/> Brewin Dolphin MPS Balanced	Managed Portfolios	45 %	View ✕
<input checked="" type="checkbox"/> Brewin Dolphin MPS Growth	Managed Portfolios	45 %	View ✕
<input checked="" type="checkbox"/> Funds & Sectors	Funds & Sectors	10 %	Edit ✕

This will allow for a blend of different funds and portfolios within one product. To add investments to the selection, select them to move them to the box at the bottom of the page, then click **Add to Selection** to move them to the top of the page. Once the selected investments total 100%, proceed next to continue the analysis.