Advisor Dashboard

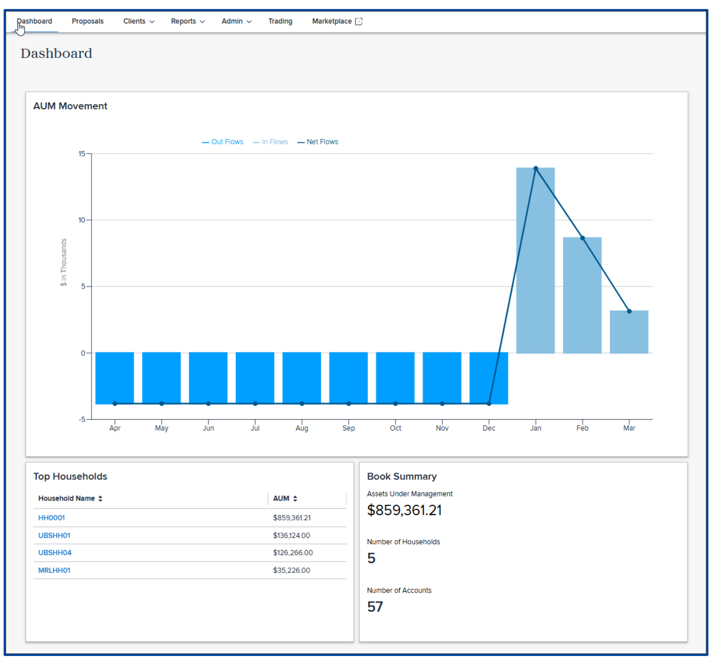
Quick Start Guide

Advisors can monitor client portfolios via a main dashboard and in-depth data views on household and account dashboards. Advisors can personalize their own views by adding, removing, and moving widgets.

Main Dashboard

The default main dashboard displays:

- AUM Movement, including out flows, in flows, and net flows
- Top Households based on AUM. Click the Household name to view details about the household.
- A Book Summary of the advisor's book of business. Click the number of households or number of accounts to view lists of households and accounts.



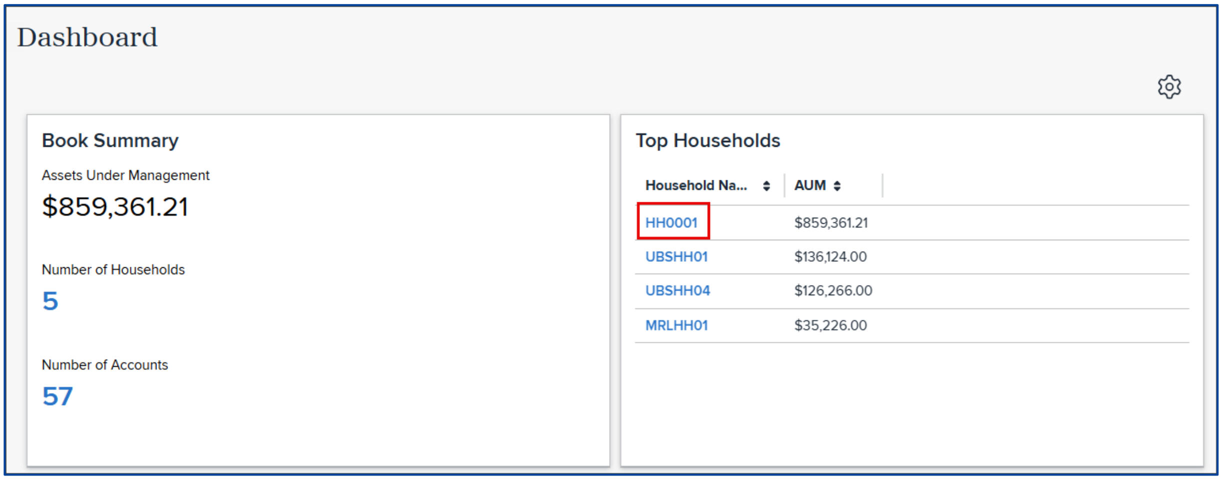
Corporate Headquarters: 100 Quannapowitt Parkway / Suite 205 / Wakefield, MA 01880

email: info@vestmark.com / **main:** 781.224.3640 / **www.vestmark.com**

Household and Account Details Dashboards

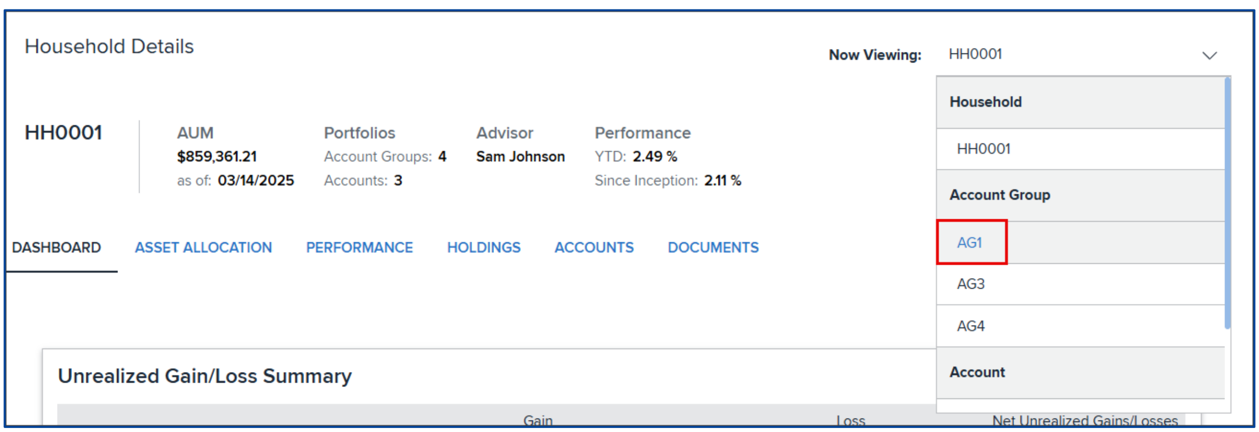
View portfolio information for households, account groups, and accounts on details dashboards.

Step 1: From the Main **Dashboard**, click a household link to drill down into that household:

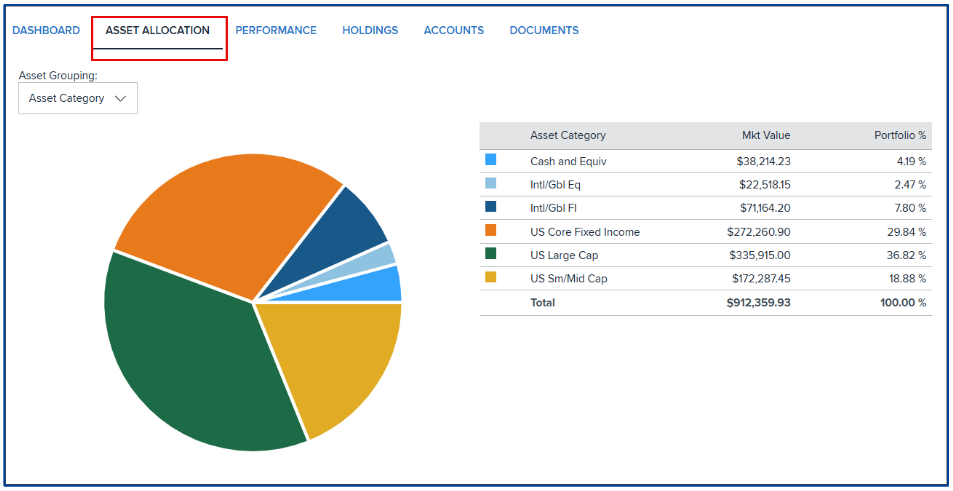


Step 2: Scroll to view calendar year performance, risk/return, top 10 investment vehicles, etc.

Step 3: In the top right drop-down, click to view the account groups in that household.

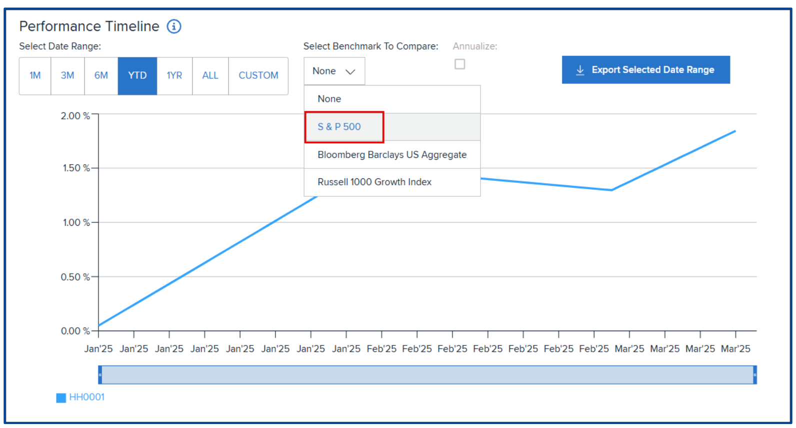


Step 4: Click the Asset Allocation tab and view the asset allocation:

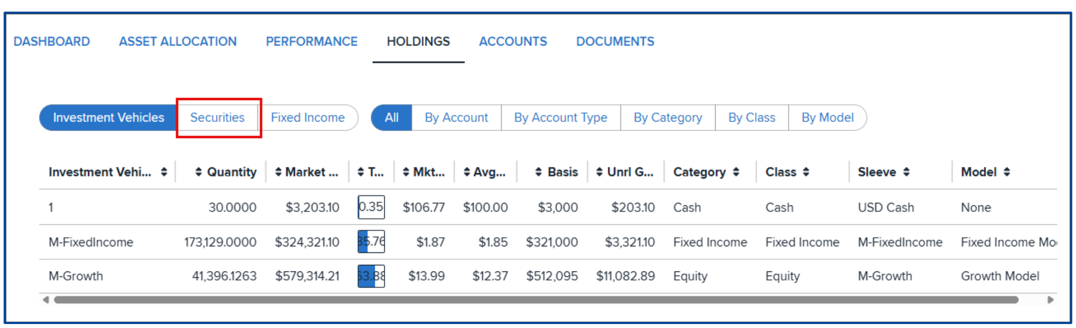


Asset Category	Mkt Value	Portfolio %
Cash and Equiv	$38,214.23	4.19 %
Intl/Gbl Eq	$22,518.15	2.47 %
Intl/Gbl FI	$71,164.20	7.80 %
US Core Fixed Income	$272,260.90	29.84 %
US Large Cap	$335,915.00	36.82 %
US Sm/Mid Cap	$172,287.45	18.88 %
Total	$912,359.93	100.00 %

Step 5: Click the Performance tab. Change the performance timeline from All to YTD. Next, select a Benchmark from the drop-down to add it to the performance timeline:

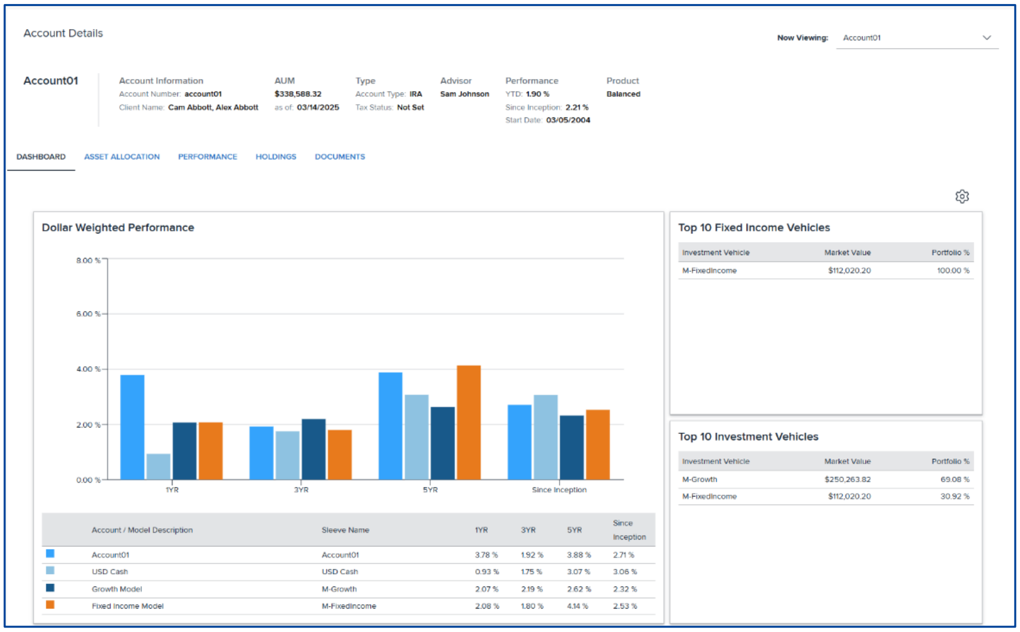


Step 6: Click the Holdings tab. Change the focus from Investment Vehicles to Securities:



Investment Vehi...	Quantity	Market ...	T...	Mkt...	Avg...	Basis	Unrl G...	Category	Class	Sleeve	Model
1	30.0000	$3,203.10	0.35	$106.77	$100.00	$3,000	$203.10	Cash	Cash	USD Cash	None
M-FixedIncome	173,129.0000	$324,321.10	5.76	$1.87	$1.85	$321,000	$3,321.10	Fixed Income	Fixed Income	M-FixedIncome	Fixed Income Mo
M-Growth	41,396.1263	$579,314.21	3.88	$13.99	$12.37	$512,095	$11,082.89	Equity	Equity	M-Growth	Growth Model

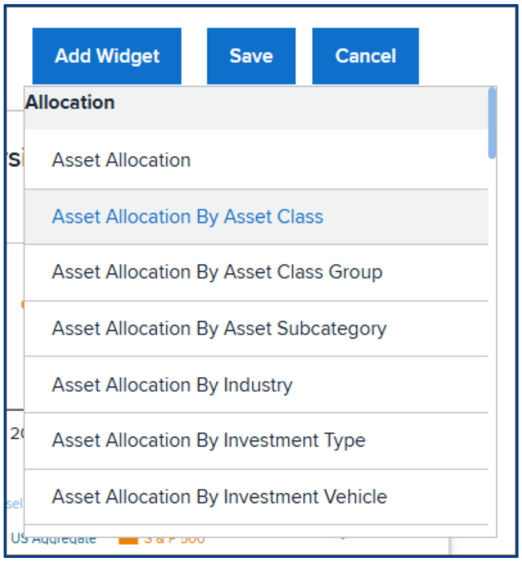
Step 7: Click the Accounts tab, then click **Account01** and view the Account Details Dashboard.



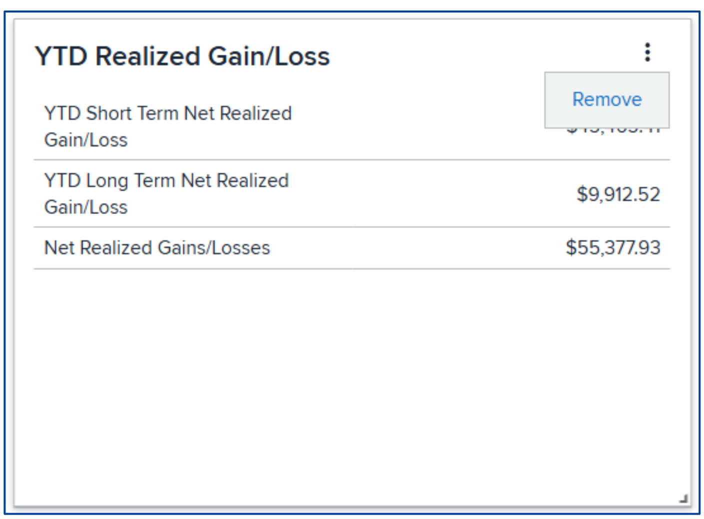
Step 8: If you have access to the Reporting Module, you will see all the reports for the account, account group, or household on the Documents tab. Click Generate Report to run a new report based on an existing template. See the Reporting Quick Sheet for more details.

Configure Dashboards

You can remove or add widgets to any dashboard or click and drag widgets to reposition. To add, click the Settings icon, then click Add Widget, and select a widget from the drop-down:



To remove, click the three-dot menu in the upper right corner of the widget, select Delete, and confirm the deletion:



Search, Sort, and Filter

Use Global Search to find any portfolio. Filter and sort columns to focus on specific info.