



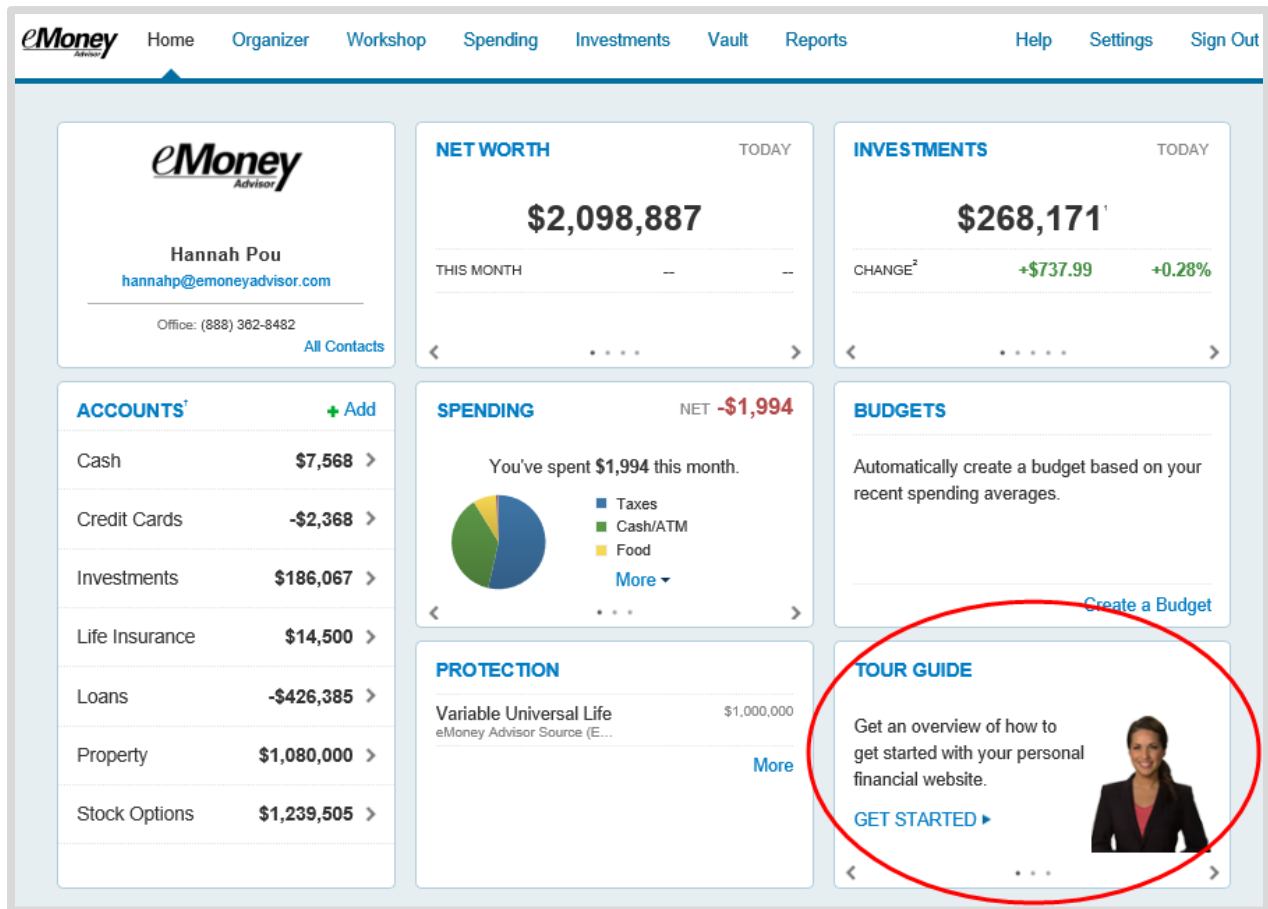
# COLONIAL TRUST

## Website Overview

This training guide will overview your new website! This Personal Financial Management site provides you with the tools to organize your financial life. Using this wealth management portal will help you stay connected with your finances in one simple consolidated view.

Before your first login, you will be prompted to establish 3 security questions.

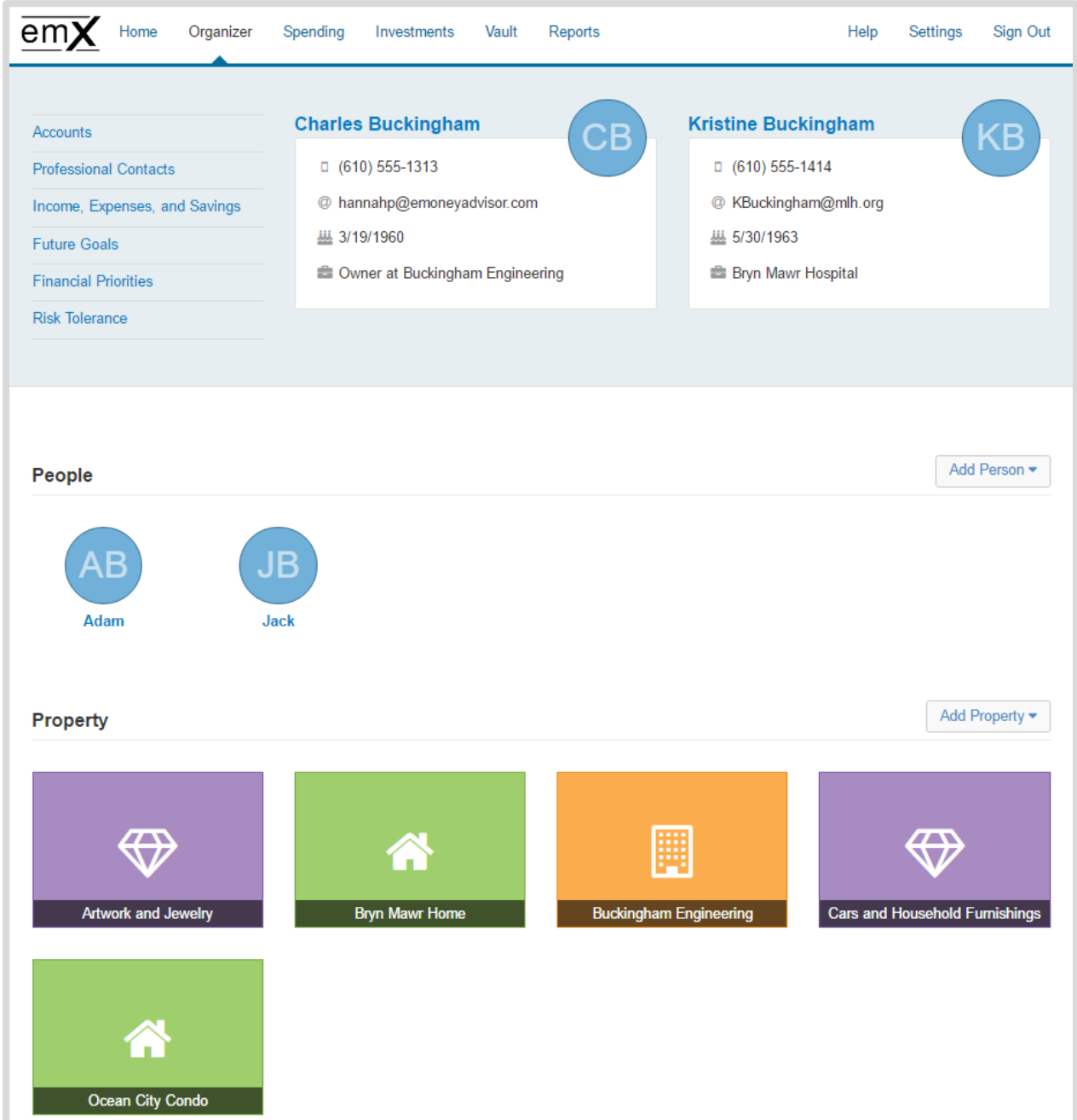
1. From your financial Home page, you will notice a tour guide in the bottom right tile. These brief videos will walk you through the different areas of this portal.



Your **Home** page is a living snapshot of your financial wellbeing. The Home page is a high-level view of your financial information. This page is divided into separate tiles that represent the information contained within a particular section of the application.

**Website Overview**

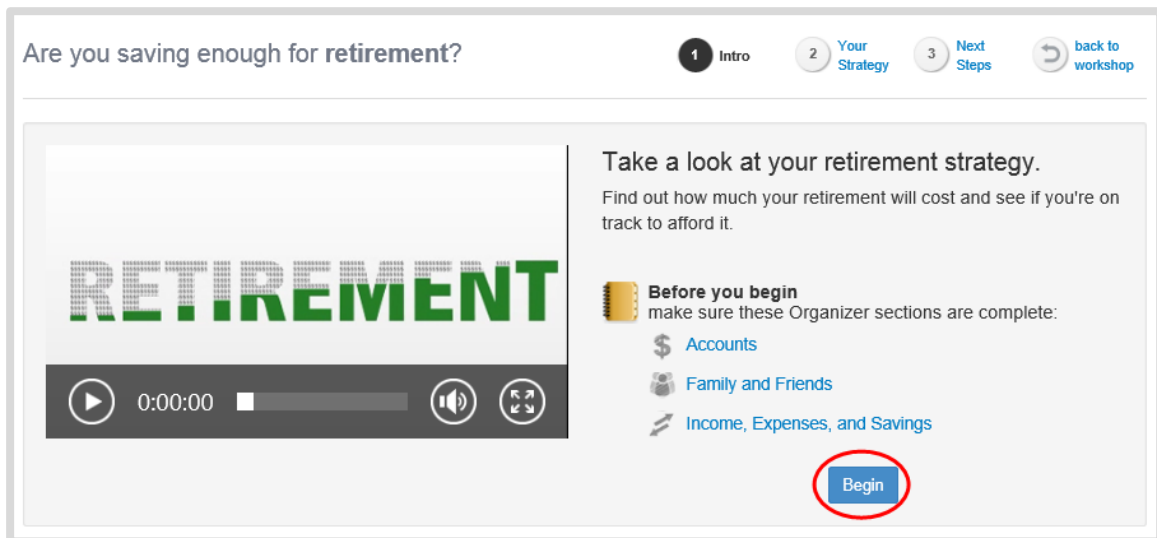
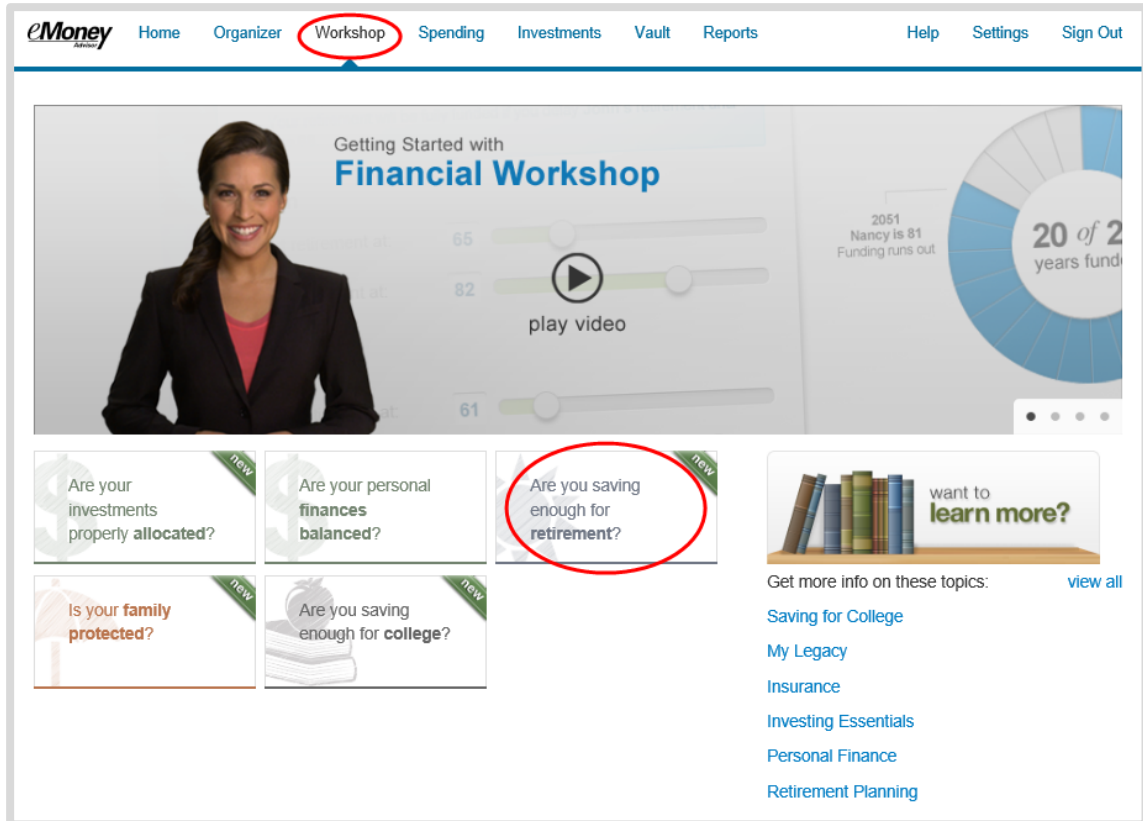
- The **Organizer** will help you to consolidate all of your important financial information into one place. Click the different sections to add and edit the related information. Here you can add your accounts, financial data, people and property.



The screenshot displays the 'emX' website interface, specifically the 'Organizer' section. At the top, a navigation bar includes 'Home', 'Organizer', 'Spending', 'Investments', 'Vault', and 'Reports', along with 'Help', 'Settings', and 'Sign Out' on the right. A left sidebar lists categories: 'Accounts', 'Professional Contacts', 'Income, Expenses, and Savings', 'Future Goals', 'Financial Priorities', and 'Risk Tolerance'. The main content area features two user profiles: Charles Buckingham (CB) and Kristine Buckingham (KB). Charles's profile lists a phone number (610) 555-1313, email hannahp@emoneyadvisor.com, birth date 3/19/1960, and role as Owner at Buckingham Engineering. Kristine's profile lists a phone number (610) 555-1414, email KBuckingham@mlh.org, birth date 5/30/1963, and role at Bryn Mawr Hospital. Below the profiles are sections for 'People' and 'Property'. The 'People' section shows profiles for Adam (AB) and Jack (JB) with an 'Add Person' button. The 'Property' section shows five items: Artwork and Jewelry, Bryn Mawr Home, Buckingham Engineering, Cars and Household Furnishings, and Ocean City Condo, with an 'Add Property' button.

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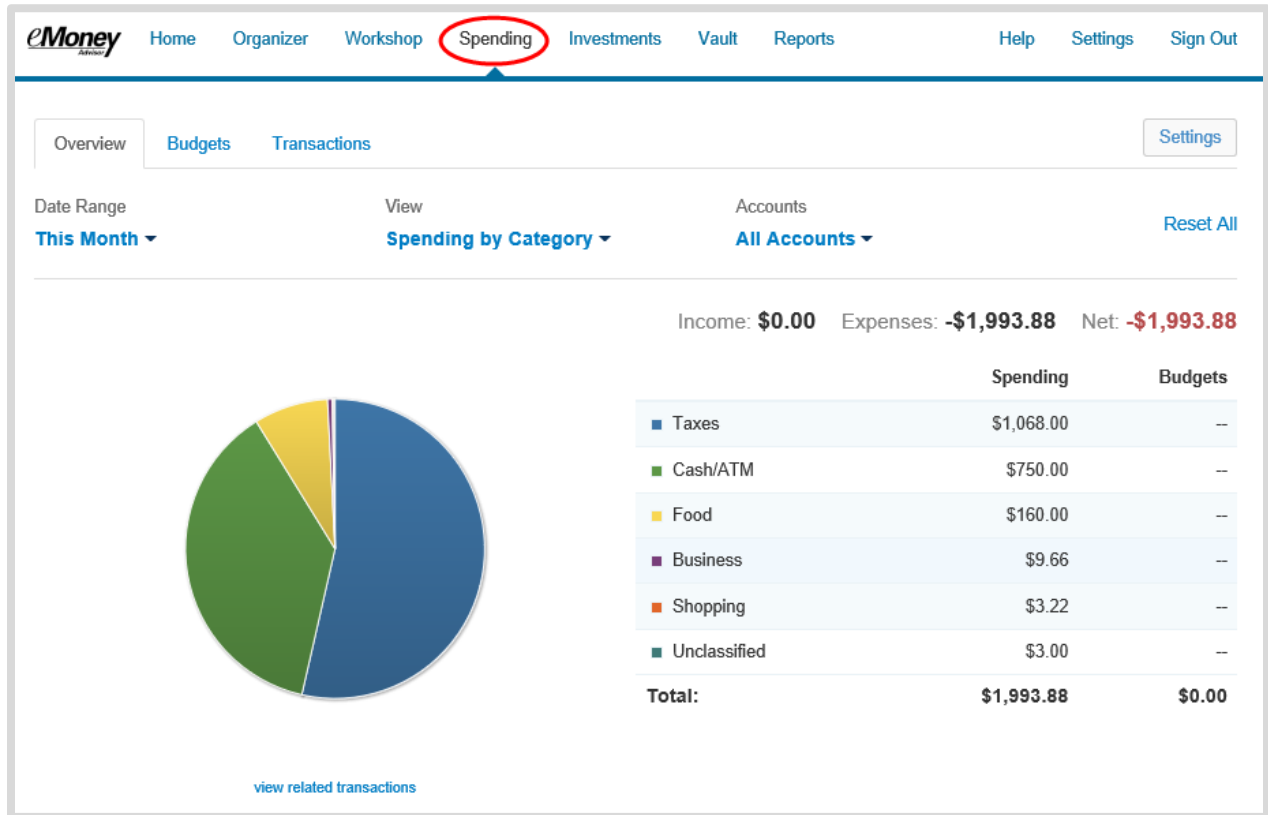
- The **workshops** page can help you take a closer look at your retirement strategy, insurance protection, and education goals. Select a workshop and before you begin, verify you've completed the appropriate organizer sections.





## Website Overview

4. The **Spending** tab gives you a clear view of what you're spending each month. If there is no information on this screen, it's because a bank account or credit card needs to be added to Accounts in your Organizer. Spending includes an Overview tab, Budgets tab, and Transactions tab. Use these pieces together to create the most accurate view of your spending and your current budget.





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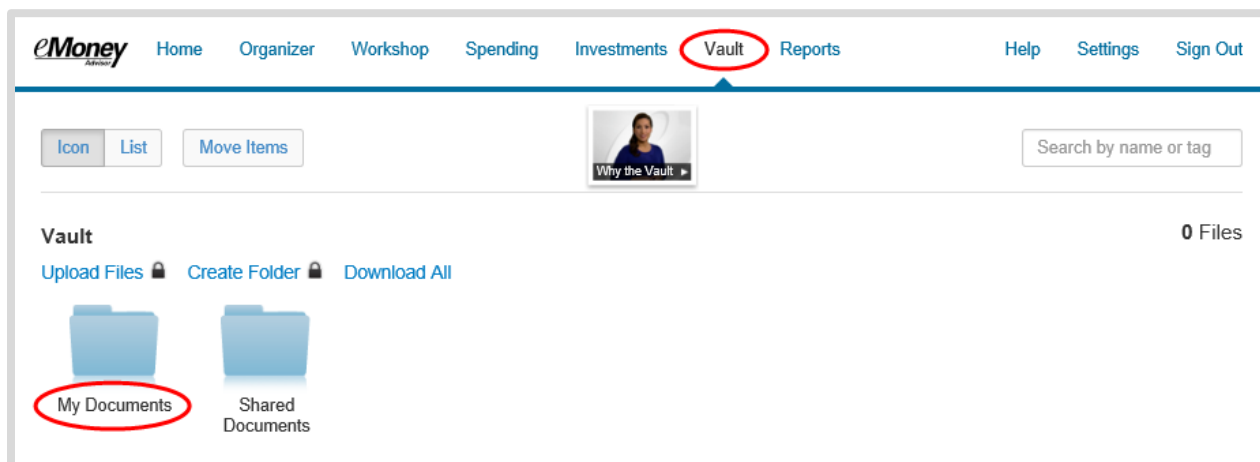
- The **investments** tab is made up of four components: Summary, Allocation, Analysis, and Transactions. These will provide you with an overall view of your investments as well as the ability to drill into individual accounts & asset breakdowns.

The screenshot shows the eMoney website interface. The 'Investments' tab is selected in the top navigation bar. Below it, the 'Summary' sub-tab is active. A dropdown menu for 'Accounts' is open, showing 'All Investments' selected. The main content area displays the current value of the investments as \$268,171.04, with a breakdown of Cash (\$7,680.00), Margin (\$1.00), and Holdings (\$260,490.04). Today's change is shown as +\$737.99 (0.28%). A 'Balance History' section contains a message: 'The selected account(s) don't have enough balance history data to chart.' Below this is a table of account holdings.

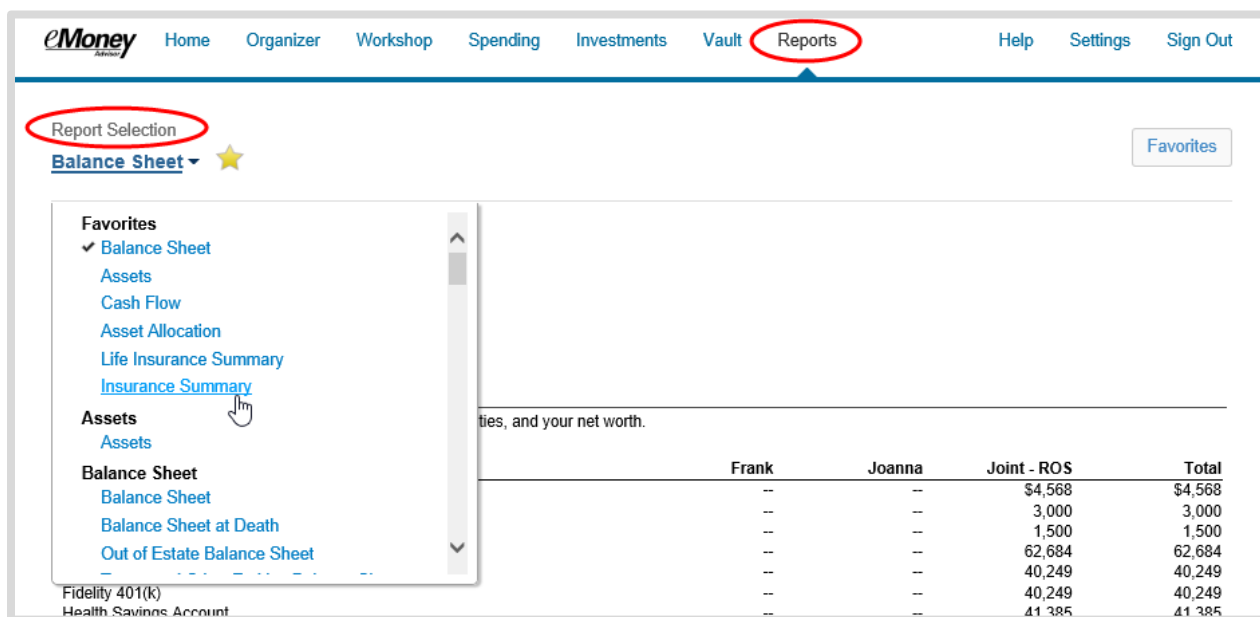
Account	Positions As Of	Cash	Margin	Holdings	Current Value	Value	Pct	Today's Change
Any Account Type	05/10/2016 08:03AM	\$1,500.00			\$1,500.00			
Fidelity 401(k)	05/10/2016 08:03AM	\$90.00		\$58,932.39	\$59,022.39	+\$32.00	0.05%	
Fidelity Brokerage	05/10/2016 08:03AM	\$5,000.00	\$1.00	\$95,614.73	\$100,615.73	+\$673.99	0.67%	
Health Savings Account	05/10/2016 08:03AM	\$1,000.00		\$47,010.53	\$48,010.53			
Orion Investments	05/10/2016 08:03AM	\$90.00		\$58,932.39	\$59,022.39	+\$32.00	0.05%	
Taxable Investment	05/10/2016 08:11AM				\$0.00			
<b>Total</b>					\$268,171.04	+\$737.99		

## Website Overview

6. The **Vault** tab is a repository which files are stored by your advisor for your review, and where you can store files. To upload a file, click the **Upload Files** link. The **My Documents** folder is hidden from your advisor. If you want your advisor to see a document, upload into the **Shared Documents** folder.



7. The **Reports** tab provides you with a series of reports about your financial situation.





## Website Overview

8. The **Settings** page is where you can set up alerts, update your security information (passwords & questions), and permission your advisor to see spending information through the Privacy tab.

**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.

	Spending Permissions		
	None Cannot view any spending data.	Limited Can view category spending and budgets.	Full Can view all data, including transactions.
<b>My Advisor</b>			
<b>Hannah Pou</b> Advisor	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>