Advisor Dashboard Quick Guide

05/27/2015

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1. Introduction to the Advisor Dashboard

The new advisor **Dashboard** is a productivity tool designed to help advisors and home office administrators manage their business more quickly and efficiently. Providing a wealth of specialized widgets, the dashboard can be used to manage daily activities and spot potential problems before they happen. Key features include:

- Access to current information across the Advisor's entire business, making it much easier to manage the practice holistically;
- The ability to search, filter, and sort information in ways that help spot problems, identify trends, and uncover opportunities;
- A comprehensive set of information collected from all areas of Folio's books and records, consolidated and accessible from a single view;
- With more than 60 widgets and hundreds of optional data elements advisors can tailor dashboards to highlight the specific information they need, in whatever layout works best for them.

The Dashboard consolidates information across an advisor's book or firm-wide (depending on user permissions), providing access to client, account, holdings, balances, account restrictions, security exclusions, and much more. A variety of widget 'categories' such as Accounts, Clients, Assets Held Away, Holdings, Models, Allocations, Orders, Withdrawals, etc. offer detailed views into every aspect of relationships, holdings and account activity. See Section 6 for more information on widget categories and specific widget capabilities. Some of the many benefits of the Dashboard include:

Highlights Items Requiring Attention

- ✓ Failed Orders and Withdrawals, Rejected Transfers
- ✓ Auto Investments or Withdrawals Pending Lacking Funds or Securities

Improved Visibility into Clients and Their Assets

- ✓ Track client-specific KPIs and export to Excel for further analytics
- ✓ Build more efficient campaigns by identifying target customers and opportunities

Increase Assets Under Management with Enhanced Client Service Ability

- ✓ Spot potential issues before they become problems
- ✓ Provide clients a high-touch experience more efficiently and cost-effectively

Increase Revenue from Fee-Based Business

- ✓ Drill-down on client details by linking widgets with global search
- ✓ Quickly assess characteristics of top clients and identify under-performing relationships

2. Finding the Advisor Dashboard

To access the advisor dashboard, simply select the Dashboard option (1) from the Folio Institutional main menu.

Helpful Hint: *You can have more than one dashboard open at the same time. Simply right-click on the Dashboard menu option, select "Open Link in New Tab", and then toggle between them.*

3. The Dashboard Container

The dashboard 'container' is a tabbed area in which all the widgets you open are displayed. You may choose to have either two or three columns of widgets; when widgets are added to the dashboard they are loaded from left to right, and from top to bottom. Once loaded into the dashboard container, widgets can be re-sized, moved, and configured as desired.

1. **Home:** This is the primary page that contains all the selected widgets for this particular dashboard.

2. **Reports:** The Reports page, if entitled, is a tool for creating performance and other reports.

3. **Widget Selector:** The Widget Selector is a drop down box that allows you to choose widgets for display on the dashboard. Click the down arrow to scroll through the list of 60+ available widgets, and when the desired widget is highlighted, press <Enter> on the keyboard or click the <Add> button.

   Helpful Hint: *If you know the name of a widget you would like to load, simply type the first few characters into the Widget Selector (e.g., typing "acc" will display all the accounts widgets.*

4. **Add:** The <Add> button will load the highlighted widget in the Widget Selector to the current dashboard.

5. **Dashboard Selector:** You can create many different dashboards, each for different purposes, and save them for later use. This drop down allows you to select between previously saved dashboards. To load a previously saved dashboard, click the down arrow to scroll through the list of available dashboards, and when the desired dashboard is highlighted, press <Enter> on the keyboard or click the <Load> button.

   Helpful Hint: *There is one special dashboard already created, named "Default". Regardless of how many dashboards you create, the Default dashboard is loaded automatically when you load the dashboard tool. You can modify the Default dashboard by adding widgets, changing locations, columns, filters, etc., and then pressing the <Save> button. The next time you select the Default dashboard, your changes will be reflected.*

6. **Load:** The <Load> button will load the dashboard highlighted in the Dashboard Selector.

7. **Delete:** The <Delete> button will delete the dashboard highlighted in the Dashboard Selector. Note that the *Default* dashboard cannot be deleted.

8. **Save:** The <Save> button has two functions:

   a. Pressing <Save> will save any changes you have made to the current dashboard, including the *Default* dashboard.

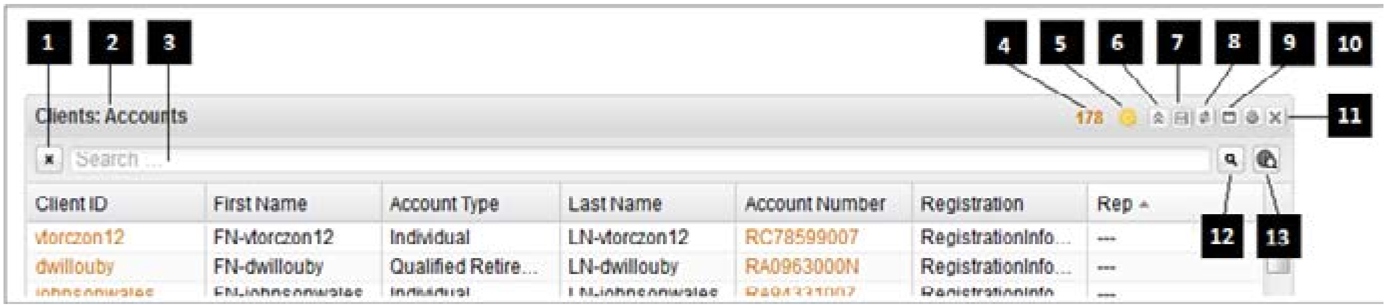
   b. If you first click the Dashboard Selector, choose "(New)" and then click the <Save> button, you will be asked to name your template. This will create a new dashboard with the name provided.

9. **2-Col / 3-Col:** The <2-Col> / <3-Col> button allows you to choose between either two columns or three columns of widgets.

10. **Hide Options:** The arrow pointing upwards hides the dashboard options bar; clicking it once hides the bar, and clicking it again un-hides the options.

4. Understanding the Widget Controls

Each widget on the dashboard has a control bar that provides access to various features.



1. **Clear Current Search:** Clears the current search and refreshes the widget contents.

2. **Title:** The name of the widget.

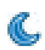
3. **Search Text:** Search text is entered into this field; note that the search is not case-sensitive. When the desired search criteria has been entered, press <Enter> on the keyboard or click the <Search> or <Global Search> icons to execute the search.

   ***Helpful Hint:** Although Social Security Number is never displayed in widgets, this number is available for search.*

4. **Number of Records:** Provides the number of rows in the widget, based on the active search criteria.

5. **Last Update Indicator:** This icon is an indicator of how current the data in the widget is:

    = Intra-day

    = As of last night

    = Both intra-day and last night

6. **Hide Widget:** The arrow pointing upwards collapses the widget to a single line with the title (but does not remove it from the dashboard). Clicking this icon again expands the widget.

7. **Export:** Exports the current contents of the widget to a CSV file and automatically opens it in Microsoft Excel.

8. **Refresh:** Refreshes the widget contents with a fresh search; this is particularly useful for intra-day activities like monitoring trading activity.

9. **Maximize:** Expands the widget to a full page in its own dashboard tab.

10. **Reset Columns:** Resets the widget columns (width, active columns, sort order, and filters) back to their original state.

11. **Close:** Removes the widget from the dashboard.

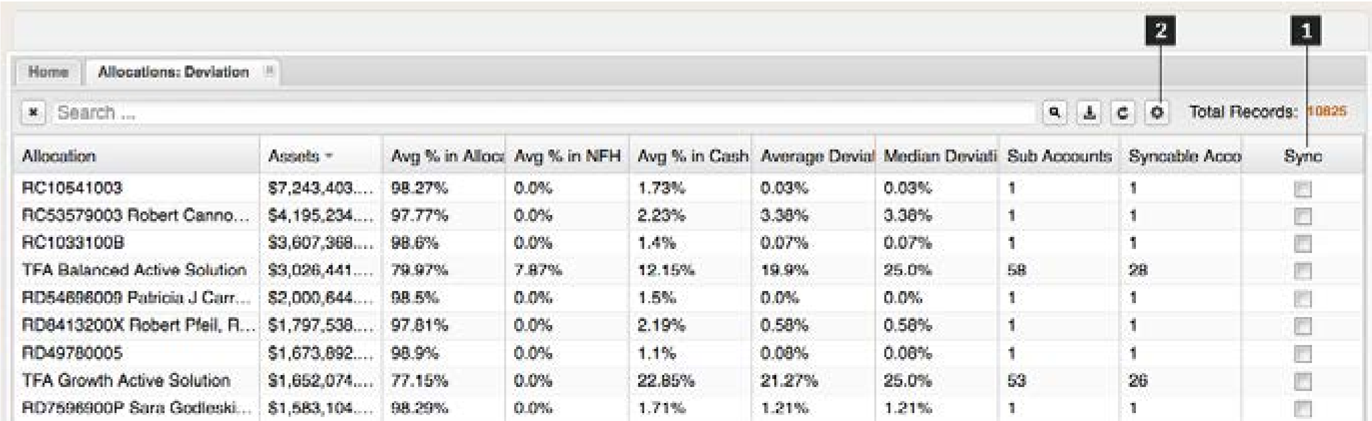
12. **Search:** Pressing this icon will search the data <u>in the current widget</u> for the text contained in the Search Text field.

13. **Global Search:** Pressing this icon will search the data <u>in all open widgets</u> for the text contained in the Search Text field.

    ***Helpful Hint:** After a* Global Search*, you can easily clear the search criteria from all open widgets by pressing* Clear Current Search *icon in one widget, then performing a* Global Search *on the blank criteria.*

5. Special Widget Controls

There are several widgets that support user interaction. For example, the *Accounts: Allocations* widget allows you to view all accounts that deviate from their allocations, select those you would like to synchronize, and then execute the syncs. These actionable widgets display additional icons after the *Global Search* icon, as well as an additional *Sync* column.



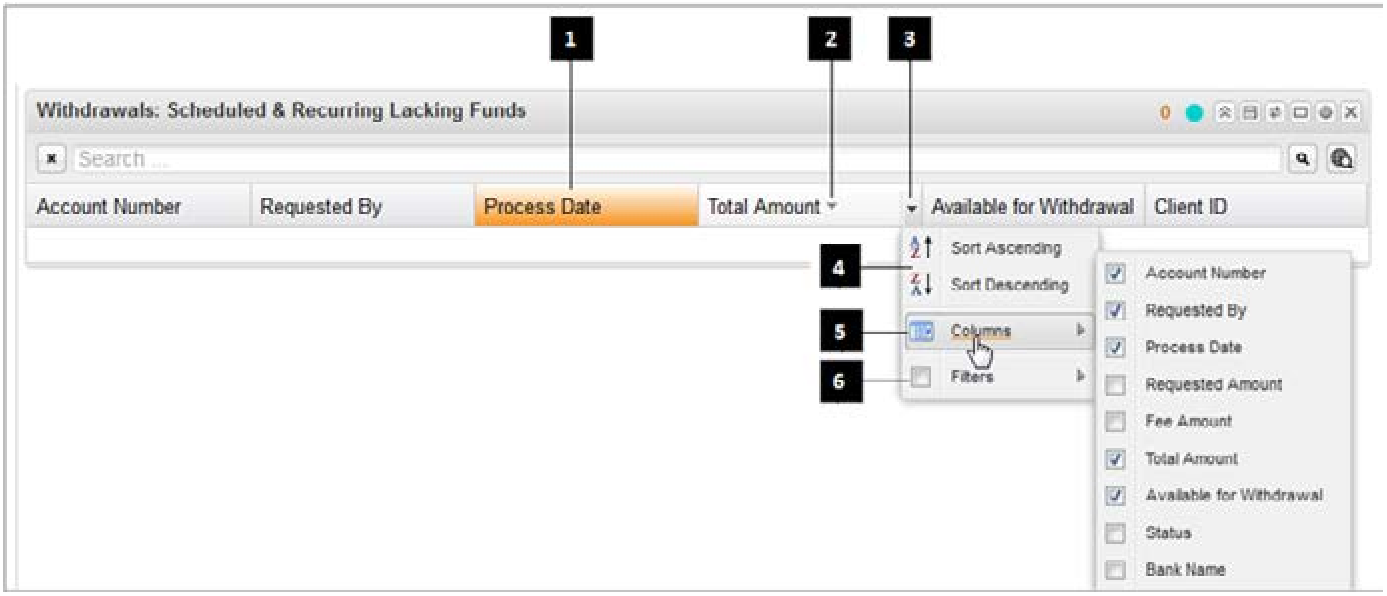
Allocation	Assets	Avg % in Alloc	Avg % in NFH	Avg % in Cash	Average Devia	Median Deviati	Sub Accounts	Syncable Acco	Sync
RC10541003	$7,243,403....	98.27%	0.0%	1.73%	0.03%	0.03%	1	1	
RC53579003 Robert Canno...	$4,195,234....	97.77%	0.0%	2.23%	3.38%	3.38%	1	1	
RC1033100B	$3,607,368....	98.6%	0.0%	1.4%	0.07%	0.07%	1	1	
TFA Balanced Active Solution	$3,026,441....	79.97%	7.87%	12.15%	19.9%	25.0%	58	28	
RD54698009 Patricia J Carr...	$2,000,644....	98.5%	0.0%	1.5%	0.0%	0.0%	1	1	
RD8413200X Robert Pfeil, R...	$1,797,538....	97.81%	0.0%	2.19%	0.58%	0.58%	1	1	
RD49780005	$1,673,892....	98.9%	0.0%	1.1%	0.08%	0.08%	1	1	
TFA Growth Active Solution	$1,652,074....	77.15%	0.0%	22.85%	21.27%	25.0%	53	26	
RD7598900P Sara Godleski...	$1,583,104....	98.29%	0.0%	1.71%	1.21%	1.21%	1	1	

1. **Selection Column:** Actionable widgets allow the user to specify which accounts to perform an action on through the use of a special selection column, in this case '*Sync*'. In this example, all accounts eligible for sync have a check box located in the *Sync* column (note that accounts with pending trades and those without positions/cash cannot be synced). To choose accounts to sync, click the box.

2. **Submit:** When the desired accounts have been selected for the action, pressing the *Submit* icon will execute that action. In the example above, all accounts that have been selected for a sync will be processed, following a user confirmation screen.

6. Understanding the Widget Grid

Each widget on the dashboard has a header section that provides access to various features.



1. **Filtered Column:** Columns that are highlighted in orange have an active filter applied.
2. **Column Sort Indicator:** The arrow to the right of a column title indicates that the widget contents are sorted on this column in the order shown by the arrow – an *up arrow* indicates that the sort is ascending, and a *down arrow* indicates the sort is descending.
3. **Widget Options:** Clicking this icon provides access to configuration options specific to each widget including sort order, the ability to add optional columns, and set filters on one or more columns.
4. **Sort Order:** Although you can sort the contents of any widget by simply clicking on a column header, you can also set the sort order by selecting either *Sort Ascending* or *Sort Descending*.
5. **Columns:** Most of the widgets have a number of optional columns. Selecting the *Columns* option will display a list of all available columns for that widget; to select or de-select a column for display, click the selection box to the left of the column name.
6. **Filters:** Every column on widgets can be filtered to meet specific criteria:
   - Numeric columns support filters on **>**, **<**, or **=**
   - Date columns support filters on ***before***, ***after***, and ***on***
   - Text columns support filters based on free-form text.

   Helpful Hint: *Note that text criteria in filters must be exact and are case-sensitive.*

Reference: Available Widgets

6.1. Account Transfers: Complete

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Last Updated 3. Status 4. Request 5. Method 6. Client ID	1. Account Name 2. Registration 3. Date Requested 4. Contra-Firm 5. Contra-Account 6. Contra-Account Type 7. NSCC Type 8. Remarks 9. First Name 10. Last Name 11. Rep 12. Branch 13. Account Status	Last Updated	None

6.2. Account Transfers: Pending

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Last Updated 3. Status 4. Request 5. Method 6. Client ID	1. Account Name 2. Registration 3. Date Requested 4. Contra-Firm 5. Contra-Account 6. Contra-Account Type 7. NSCC Type 8. Remarks 9. First Name 10. Last Name 11. Rep 12. Branch 13. Account Status	Last Updated	None

6.3. Account Transfers: Rejected

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Last Updated 3. Status 4. Request 5. Method 6. Client ID	1. Account Name 2. Registration 3. Date Requested 4. Contra-Firm 5. Contra-Account 6. Contra-Account Type 7. NSCC Type 8. Remarks 9. First Name 10. Last Name 11. Rep 12. Branch 13. Account Status	Last Updated	None

6.4. Account Transfers: Securities

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Account Number 2. Last Updated 3. Status 4. Ticker 5. Security Description 6. Quantity 7. Client ID	1. Account Name 2. Registration 3. Date Requested 4. Contra-Firm 5. Contra-Account 6. Contra-Account Type 7. Request 8. NSCC Type 9. First Name 10. Last Name 11. Rep 12. Branch 13. Account Status	Last Updated	None

6.5. Accounts: All

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Account Number 2. Account Name 3. Created 4. Registration 5. Type 6. Client ID	1. Taxable 2. Taxlot Relief Method 3. Cancel Order Limit 4. Discretionary 5. First Name 6. Last Name 7. Rep 8. Branch 9. Account Status 10. Your Access Level	Created	None

6.6. Accounts: Allocations

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Account Number 2. Allocation 3. Account Assets 4. % In Allocation 5. % in Non-Folio Holdings 6. Average Folio Deviation 7. Client ID 8. Sync Exclusion 9. Trade Permitted 10. Sync	1. Account Name 2. Registration 3. % in Cash 4. Max Folio Deviation 5. Min Folio Deviation 6. First Name 7. Last Name 8. Rep 9. Branch 10. Account Status	Allocation	None

6.7. Accounts: Balances

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Account Number 2. Market Value 3. Holdings 4. Total Cash 5. % Total Cash 6. Client ID	1. Account Name 2. Registration 3. Uninvested Cash 4. % Uninvested Cash 5. First Name 6. Last Name 7. Rep 8. Branch 9. Account Status	Market Value	None

6.8. Accounts: Businesses

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Account Name 3. Account Type 4. Firm Name 5. E-Mail 6. Rep ID 7. Creation Date	1. Registration 2. Taxable 3. Phone 4. Rep First Name 5. Rep Last Name 6. Rep Phone 7. Rep E-Mail 8. Street Address 9. Mailing Address 10. Rep Address	Creation Date	None

6.9. Accounts: Cash Balance

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Trade Date Balance 3. T +3 Balance 4. Available for Withdrawal 5. Client ID	1. Account Name 2. Registration 3. Settlement Date Balance 4. T+1 Balance 5. Pending Withdrawal 6. Updated 7. First Name 8. Last Name 9. Rep 10. Branch 11. Account Status 12. Active Bank link	None	None

6.10. Accounts: Folio Holdings

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Folio Name 3. Symbol 4. Shares 5. Previous Close 6. Security Type 7. Current % 8. Client ID	1. Account Name 2. Registration 3. Folio Number 4. First Name 5. Last Name 6. Rep 7. Branch 8. Account Status	Shares	None

6.11. Accounts: Folios

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Account Name 3. Folio Number 4. Folio Name 5. Market Value 6. Client ID	1. Registration 2. Dividend Reinvestment 3. First Name 4. Last Name 5. Rep 6. Branch 7. Account Status 8. Auto Investments	Market Value	None

6.12. Accounts: Holdings

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Symbol 3. Shares 4. Previous Closing Value 5. Security Type 6. Current % 7. Client ID	1. Account Name 2. Registration 3. First Name 4. Last Name 5. Rep 6. Branch 7. Account Status	Current %	None

6.13. Accounts: Folio Models

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Account Name 3. Model 4. Model Owner 5. Market Value 6. Deviation % 7. Client ID	1. Folio Number 2. Model Manager 3. Registration 4. Folio Name 5. Sync Rule 6. Security Exclusion Rule 7. Program Name 8. Program Description 9. First Name 10. Last Name 11. Rep 12. Branch 13. Account Status	Model	None

6.14. Accounts: Restrictions

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Start Date 3. Restriction Type 4. Description 5. End Date 6. Client ID	1. Account Name 2. Registration 3. First Name 4. Last Name 5. Rep 6. Branch 7. Account Status	Description	None

6.15. Accounts: Security Exclusions

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Symbol 3. Restriction Method 4. Sector 5. Category 6. Client ID	1. Account Name 2. Registration 3. Security Description 4. Type 5. First Name 6. Last Name 7. Rep 8. Branch 9. Account Status	Account Number	None

6.16. Accounts: Unfunded

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Date 3. Client ID	1. Account Name 2. Registration 3. First Name 4. Last Name 5. Rep 6. Branch 7. Account Status	None	Date

6.17. Allocations: Deviation (actionable)

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Allocation 2. Assets 3. Avg % in allocation 4. Avg % in NFH 5. Avg % in Cash 6. Average Deviation 7. Media Deviation 8. Sub Accounts 9. Syncable Accounts 10. Sync (Synchronize)	None	Avg % in Allocation	None

6.18. Allocations: Models

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Allocation 2. Model Name 3. Model Weight 4. Last Allocation Update	1. Model Manager	None	None

6.19. Assets Held Away: Balances

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Remote Account Name 3. Custodian 4. Market Value 5. Date of Balance 6. Client ID	1. Account Name 2. Registration 3. Remote Account Number 4. First Name 5. Last Name 6. Rep 7. Branch 8. Account Status	Market Value	Date of Balance = Previous 1 week

6.20. Assets Held Away: Historical Balances

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Remote Account Name 3. Custodian 4. Market Value 5. Date of Balance 6. Client ID	1. Account Name 2. Registration 3. Remote Account Number 4. First Name 5. Last Name 6. Rep 7. Branch 8. Account Status	Market Value	Date of Balance = Previous 1 week

6.21. Assets Held Away: Historical Balances

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Remote Account Name 3. Custodian 4. Market Value 5. Date of Balance 6. Client ID	1. Account Name 2. Registration 3. Remote Account Number 4. First Name 5. Last Name 6. Rep 7. Branch 8. Account Status	Market Value	Date of Balance = Previous 1 week

6.22. Assets Held Away: Holdings

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Remote Account Name 3. Custodian 4. Symbol 5. Units 6. Market Value 7. Date of Holding 8. Client ID	1. Account Name 2. Registration 3. Remote Account Number 4. Security Description 5. Asset Description 6. Price 7. First Name 8. Last Name 9. Rep 10. Branch 11. Account Status	Market Value	None

6.23. Auto Investments: Active

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Amount 3. Day of Month 4. T+1 Cash 5. Folio Value 6. Type 7. Updated 8. Client ID	1. Account Name 2. Registration 3. Folio Number 4. Folio Name 5. Start Month 6. Start Year 7. T+3 Cash 8. Weight Type 9. First Name 10. Last Name 11. Rep 12. Branch 13. Account Status	Day of Month	None

6.24. Auto Investments: Pending Failure

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Account Number 2. Requested Amount 3. Short 4. Day of Month 5. T+1 Cash 6. Folio Value 7. Type 8. Updated 9. Client ID	1. Account Name 2. Registration 3. Folio Number 4. Folio Name 5. Start Month 6. Start Year 7. T+3 Cash 8. Weight Type 9. First Name 10. Last Name 11. Rep 12. Branch 13. Account Status	Day of Month	None

6.25. Beneficiaries: All

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Client ID 2. Account Number 3. Account Type 4. Beneficiary First Name 5. Beneficiary Last Name 6. Relationship 7. Percent	1. First Name 2. Last Name 3. Account Name 4. Registration 5. Status 6. Beneficiary Title 7. Beneficiary Middle Name 8. Beneficiary Suffix 9. Beneficiary DOB 10. Type 11. Rep 12. Branch	None	None

6.26. Beneficiaries: Missing

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Client ID 2. First Name 3. Last Name 4. Account Number 5. Account Type 6. Account Name	1. Registration 2. Status 3. Rep 4. Branch	Last Name	None

6.27. Billing: Advance Notice

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Client ID 2. Name 3. Fee 4. Fee Basis 5. Fee Type 6. Frequency 7. Bill Date 8. Account Number 9. Account Name 10. Registration	1. Firm Name	Name	None

6.28. Clients: Accounts

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Client ID 2. First Name 3. Last Name 4. Account Number 5. Account Type	1. Account Name 2. Status 3. Registration 4. Rep 5. Branch 6. Client's Access	Last Name	None

6.29. Clients: Accounts

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Client ID 2. First Name 3. Last Name 4. Account Number 5. Account Type	1. Account Name 2. Status 3. Registration 4. Rep 5. Branch 6. Client's Access	Last Name	None

6.30. Clients: All

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Client ID 2. Last Name 3. First Name 4. Home Phone 5. Work Phone 6. E-Mail 7. Creation Date 8. Last Login 9. Status 10. State 11. Home Address 12. Work Address	1. Login Locked 2. Mailing Address	None	Status = Open

6.31. Clients: RMD

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Client ID 2. First Name 3. Last Name 4. Date of Birth 5. Market Value	1. Title 2. Suffix 3. Rep 4. Branch 5. Status	Date of Birth	None

6.32. Corporate Actions: Pending Mandatory

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Issuer 3. Shares 4. Cut-Off 5. Available	1. Description 2. Client First Name 3. Client Last Name	Cut-Off	None

6.33. Corporate Actions: Pending Proxy

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Account Number 2. Issuer 3. Shares 4. Cut-Off 5. Available	1. Description 2. Client First Name 3. Client Last Name	Cut-Off	None

6.34. Corporate Actions: Pending Voluntary

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Account Number 2. Issuer 3. Shares 4. Cut-Off 5. Available	1. Description 2. Client First Name 3. Client Last Name	Cut-Off	None

6.35. Deposits: Complete EFTs & Wires

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Account Number 2. Process Date 3. Amount 4. Status 5. Client ID	1. Account Name 2. Registration 3. Updated 4. Tax Year 5. Bank Name 6. Bank Account 7. Bank Route 8. First Name 9. Last Name 10. Rep 11. Branch 12. Account Status	Process Date	Process Date = Previous 1 week

6.36. Deposits: Recurring EFTs & Wires

Default Columns (in order)	Optional Columns	Default Sort	Default Filters
1. Account Number 2. Start Date 3. Amount 4. Day of Month 5. Client ID	1. Account Name 2. Registration 3. Updated 4. Status 5. Tax Year 6. Frequency 7. Bank Name 8. Bank Account 9. Bank Route 10. First Name 11. Last Name 12. Rep 13. Branch 14. Account Status	Start Date	None

6.37. Deposits: Scheduled EFTs & Wires

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Process Date 3. Amount 4. Day of Month 5. Client ID	1. Account Name 2. Registration 3. Updated 4. Tax Year 5. Bank Name 6. Bank Account 7. Bank Route 8. First Name 9. Last Name 10. Rep 11. Branch 12. Account Status	Process Date	None Process Date = Previous 1 week

6.38. EFT Bank Links

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Link Type 3. Bank Name 4. Bank Account 5. Status 6. Created 7. Client ID	1. Account Name 2. Registration 3. Account Type 4. Bank Account Type 5. Bank Route 6. Updated 7. First Name 8. Last Name 9. Rep 10. Branch 11. Account Status	Created	Status = Active

6.39. Holdings Concentration

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Symbol 2. Shares 3. Previous Closing 4. Folios 5. Security Type 6. Current %	1. Description	Previous Closing	None

6.40. Minors

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Client ID 2. Account Number 3. Account Type 4. Minor First Name 5. Minor Last Name 6. Minor DOB 7. Type	1. First Name 2. Last Name 3. Account Name 4. Registration 5. Status 6. Minor Title 7. Minor Middle Name 8. Minor Suffix 9. State 10. Rep 11. Branch	Minor Last Name	None

6.41. Models: Advisor Program Assets

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Model 2. Subscribed Assets 3. Subscribed Folios 4. Model Owner 5. Model Manager 6. Last Updated 7. Program Firm 8. Program Name	1. Full Model Name 2. Program Description 3. Last Full Sync 4. Last Partial Sync	Subscribed Assets	None

6.42. Models: Assets Under Management

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Model 2. Subscribed Assets 3. Subscribed Folios 4. Model Owner 5. Model Manager 6. Last Updated	1. Full Model Name 2. Description 3. URL 4. Last Full Sync 5. Last Partial Sync	Subscribed Assets	None

6.43. Models: Holdings

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Model 2. Model Owner 3. Model Manager 4. Symbol 5. Target Weight 6. Last Updated 7. Security Type 8. Settlement Period 9. Current Weight	1. Deviation 2. Last Sync	Last Updated	None

6.44. Models: Manager Holdings

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Model 2. Model Owner 3. Security 4. Target Weight 5. Last Updated 6. Client Shares 7. Current Weight 8. Deviation	1. Model Manager 2. Settlement Period 3. Security Type 4. Client Asset Value 5. Last Sync	Last Updated	None

6.45. Models: Program Assets

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Model 2. Subscribed Assets 3. Subscribed Folios 4. Model Owner 5. Last Updated	1. Full Model Name 2. Model Manager 3. Program Firm 4. Program Name 5. Program Description 6. Last Full Sync 7. Last Partial Sync	Subscribed Assets	None

6.46. Models: Syncs

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Model 2. Model Manager 3. Type 4. Status 5. Last Updated	1. Full Model Name 2. Model Owner 3. Model Manager 4. Created	Last Updated	None

6.47. Mutual Funds

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Symbol 2. Description 3. Fund Family 4. Permissioned 5. Settlement Period	1. Previous Closing Price 2. Taxable Initial Minimum 3. Taxable Subsequent Minimum 4. Non-Taxable Initial Minimum 5. Non-Taxable Subsequent Minimum 6. Redemption Fee % 7. Redemption Fee Holding Period 8. Prospectus	Symbol	None

6.48. Orders: Canceled

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Folio Order ID 3. Req Net 4. Updated 5. Client ID	1. Account Name 2. Registration 3. Folio Number 4. Folio Name 5. Originator 6. Req Buy 7. Req Sell 8. Exec Buy 9. Exec Sell 10. Exec Net 11. Fees 12. Commission 13. Type 14. Sub Type 15. Sync 16. Created 17. Status 18. Reason 19. First Name 20. Last Name 21. Rep 22. Branch 23. Account Status	Updated	Updated = Previous 1 week

6.49. Orders: Complete

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Folio Order ID 3. Req Buy 4. Req Net 5. Exec Buy 6. Updated 7. Client ID	1. Account Name 2. Registration 3. Folio Number 4. Folio Name 5. Originator 6. Req Sell 7. Exec Sell 8. Exec Net 9. Fees 10. Commission 11. Type 12. Sub Type 13. Sync 14. Created 15. Status 16. Reason 17. First Name 18. Last Name 19. Rep 20. Branch 21. Account Status	Updated	Updated = Previous 1 week

6.50. Orders: Failed

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Folio Order ID 3. Req Net 4. Updated 5. Client ID	1. Account Name 2. Registration 3. Folio Number 4. Folio Name 5. Originator 6. Req Buy 7. Req Sell 8. Exec Buy 9. Exec Sell 10. Exec Net 11. Fees 12. Commission 13. Type 14. Sub Type 15. Sync 16. Created 17. Status 18. Reason 19. First Name 20. Last Name 21. Rep 22. Branch 23. Account Status	Updated	Updated = Previous 1 week

6.51. Orders: Merged

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Folio Order ID 3. Req Net 4. Updated 5. Client ID	1. Account Name 2. Registration 3. Folio Number 4. Folio Name 5. Originator 6. Req Buy 7. Req Sell 8. Exec Buy 9. Exec Sell 10. Exec Net 11. Fees 12. Commission 13. Type 14. Sub Type 15. Sync 16. Created 17. Status 18. Reason 19. First Name 20. Last Name 21. Rep 22. Branch 23. Account Status	Updated	Updated = Previous 1 week

6.52. Orders: Pending

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Folio Order ID 3. Req Net 4. Updated 5. Client ID	1. Account Name 2. Registration 3. Folio Number 4. Folio Name 5. Originator 6. Req Buy 7. Req Sell 8. Exec Buy 9. Exec Sell 10. Exec Net 11. Fees 12. Commission 13. Type 14. Sub Type 15. Sync 16. Created 17. Status 18. Reason 19. First Name 20. Last Name 21. Rep 22. Branch 23. Account Status	Updated	Updated = Previous 1 week

6.53. Orders: Pending Review and Release

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Folio Order ID 3. Req Net 4. Updated 5. Client ID	1. Account Name 2. Registration 3. Folio Number 4. Folio Name 5. Originator 6. Req Buy 7. Req Sell 8. Exec Buy 9. Exec Sell 10. Exec Net 11. Fees 12. Commission 13. Type 14. Sub Type 15. Sync 16. Created 17. Status 18. Reason 19. First Name 20. Last Name 21. Rep 22. Branch 23. Account Status	Updated	Updated = Previous 1 week

6.54. Orders: Securities

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Folio Order ID 3. Req Amt 4. Req Shares 5. Type 6. Updated 7. Symbol 8. Client ID	1. Account Name 2. Registration 3. Folio Number 4. Folio Name 5. Originator 6. Exec Amt 7. Exec Shares 8. Exec Price 9. Fees 10. Commission 11. Created 12. Executed 13. Status 14. Security Name 15. Security Type 16. Settlement Period 17. First Name 18. Last Name 19. Rep 20. Branch 21. Account Status	Updated	Updated = Previous 1 week

6.55. Position Concentrations

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Symbol 2. Description 3. Shares 4. Previous Closing 5. Folios 6. Security Type 7. Current %	None	Shares	None

6.56. Security Master

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Symbol 2. Description 3. Type 4. Settlement Period 5. Previous Closing Price	1. Window Tradeable 2. Prospectus 3. Direct Trades Only	Type	None

6.57. Trade File (create trade file for Blaze)

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1.	1.		

6.58. Withdrawals: All

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Account Type 3. Requested By 4. Process Date 5. Total Amount 6. Status 7. Client ID	1. Account Name 2. Registration 3. Requested 4. Requested Amount 5. Fee Amount 6. Fed Withheld 7. State Withheld 8. Method 9. Bank Name 10. Bank Account 11. Bank Route 12. Address 13. First Name 14. Last Name 15. Rep 16. Branch 17. Account Status	Process Date	Process Date = Previous 1 week

6.59. Withdrawals: Recurring

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Account Name 3. Registration 4. Requested By 5. Created 6. Start Date 7. Frequency 8. Requested Amount 9. Method 10. Bank Name 11. Bank Account 12. Bank Route 13. Address 14. Client ID	1. First Name 2. Last Name 3. Rep 4. Branch 5. Account Status	Start Date	None

6.60. Withdrawals: Rejected

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Requested 3. Method 4. Requested By 5. Process Date 6. Total Amount 7. Client ID 8. Account Status	1. Requested Amount 2. Fee Amount 3. Bank Name 4. Bank Account 5. Bank Route 6. Address 7. Account Name 8. Registration 9. First Name 10. Last Name 11. Rep 12. Branch 13. Account Status	Process Date	Process Date = Previous 1 week AND Account Status = Open

6.61. Withdrawals: Scheduled & Recurring Lacking Funds

Default Columns (in order)	**Optional Columns**	**Default Sort**	**Default Filters**
1. Account Number 2. Total Amount 3. Available for Withdrawal 4. Requested By 5. Process Date 6. Bank Name 7. Bank Account 8. Bank Route 9. Client ID	1. Requested Amount 2. Fee Amount 3. Status 4. Address 5. Account Name 6. Registration 7. Method 8. First Name 9. Last Name 10. Rep 11. Branch 12. Account Status	Requested By	Process Date = Next 1 Week