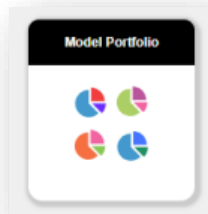


How to conduct a Money Allocation

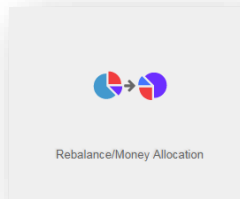
One

Click on the **Model Portfolio** icon.



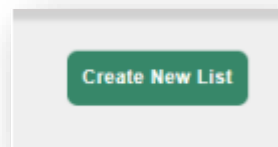
Two

Go to **Rebalance/Money Allocation**.



Three

Click on **Create New List** and choose **Money Allocation** from the next screen.



Four

You'll be presented with a list of client accounts that are linked to your available Model Portfolios. You have the option of selecting all accounts by clicking on the tick-box in the top left-hand corner, or you can search for particular clients by scrolling through the list or using the search box. Tick the client accounts you wish to select and click **Attach Selected Client Accounts to Allocation List**.

Step 1: Select Accounts Step 2: Generate Orders Step 3: Trade Confirmation

Available Client Accounts

Find:

<input type="checkbox"/>	Model Ref	Model Na...	Account ...	Account ...	Client Na...	Date Linked	Adviser	Adviser FI...	Last Reba...	Available Cash (T-1)
<input type="checkbox"/>	OM_C1_Adv...	Openwork Gr...	A10048825	General Inve...	Moses Fairle...	26/02/2014	Ritchie Rega...	D486 IFA Fir...	25/09/2017	£723.03
<input type="checkbox"/>	OM_C1_Adv...	Openwork Gr...	A10048826	ISA - x	Moses Fairle...	26/02/2014	Ritchie Rega...	D486 IFA Fir...	25/09/2017	£822.54

1 - 20 of 51 items

Attach Selected Client Accounts to Allocation List

The system will not recommend any cash allocation within the Recommended Amount box if the figure is equal or below the % of cash weighting in the model.

However, you are able to override this figure and invest more than is recommended.

Cash Account Balance – The total for uninvested cash including pending trades.

Available Cash – The total for uninvested cash excluding pending trades and cash reserved for income payments. This is the actual cash available (this may be part of a Model cash %).

Recommended Money Allocation – This is Available cash less the proportion of the model allocation to Cash.

Allocation Amount will default to £0.00 primarily.

Once you've selected the amount to allocate in the Allocation Amount box, click **Generate Orders** to proceed.

Five

On clicking **Generate Orders** you will be brought back to the Model Portfolio menu screen. **You will need to click on the Money Allocation card again to complete the process.** You can do this once the 'Processing' bar has disappeared.

Rebalance and Money Allocation Lists

List types ☒ Rebalance ☒ Money Allocation

List status ☒ Client Accounts Selected ☒ Generating Orders ☒ Potential Orders Generated ☒ Sending Orders ☒ Orders Submitted ☐ Archived ☒ Determining Decision Makers ☒ Selecting Decision Makers **Filter**

Create New List

Money Allocation List: 96 | 07/05/2020 | Fynn Thorfinn Stephens

Money Allocation

Step 1: Determining Decision Makers

No. of Accounts: 1
List Edited by: Fynn Thorfinn Stephens
List Edited: 07/05/2020 09:23:55

Processing 0%

Rebalance List: 88 | 26/09/2018 | Fynn Thorfinn Stephens

Rebalance 0.1 Balanced

Step 3: Orders Submitted

Model Ref: BAL
Model Status: Live
No. of Accounts: 1
List Edited by: Fynn Thorfinn Stephens
List Edited: 26/09/2018 10:44:33
Last Rebalance Date: 26/09/2018 10:44:22
Accounts Rebalanced: 1

Six

Any accounts being excluded from the Money Allocation (e.g. if there are currently uncompleted trades in an account) will be displayed at the top of the screen with a note to indicate the reason for the exclusion.

To exclude the accounts, tick the box displayed. Now scroll down to the bottom of the page and once you're happy with the summary of proposed trades, click **Confirm Orders** to complete the Money Allocation.

Detailed Confirmation

Total Orders = 4
Total Orders to be processed = 4
Orders below Minimum Trade Value = 0

Potential Client Account Trades

Find: **Q**

Account No.	Account Name	Client Name & No.	Asset	ISIN	Buy/Sell	Value	Below Min Trade ?
A10017455	IPS Pensions Ltd SIPP - x	Kevin Tyree - 100039579	Aberdeen Japan Equity Fund I Acc	GB0004521737	Buy	£5,987.34	N
A10017455	IPS Pensions Ltd SIPP - x	Kevin Tyree - 100039579	M&G Japan Smaller Companies I Acc	GB006770L129	Buy	£7,608.18	N
A10017455	IPS Pensions Ltd SIPP - x	Kevin Tyree - 100039579	Fidelity Japan Fund W Acc GBP	GB008832ND41	Buy	£4,336.73	N
A10017455	IPS Pensions Ltd SIPP - x	Kevin Tyree - 100039579	Invesco Perpetual Japan Z Acc	GB0080446987	Buy	£5,987.75	N

1 - 4 of 4 items

Export All Potential Trades **Confirm Order(s)**