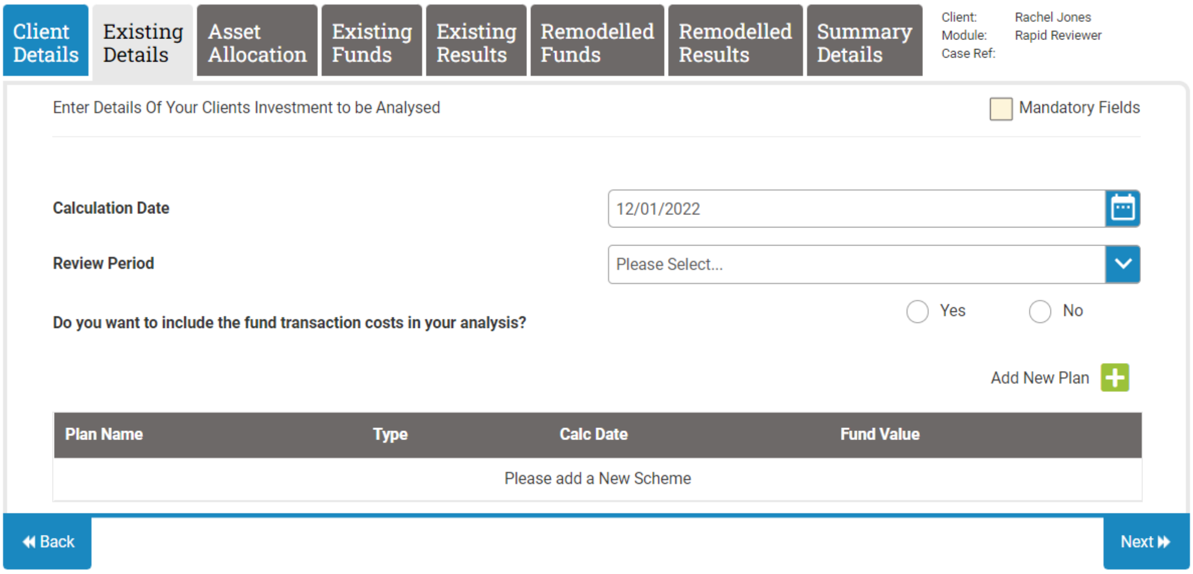
Rapid Reviewer

User Guide

Contents

Existing Details

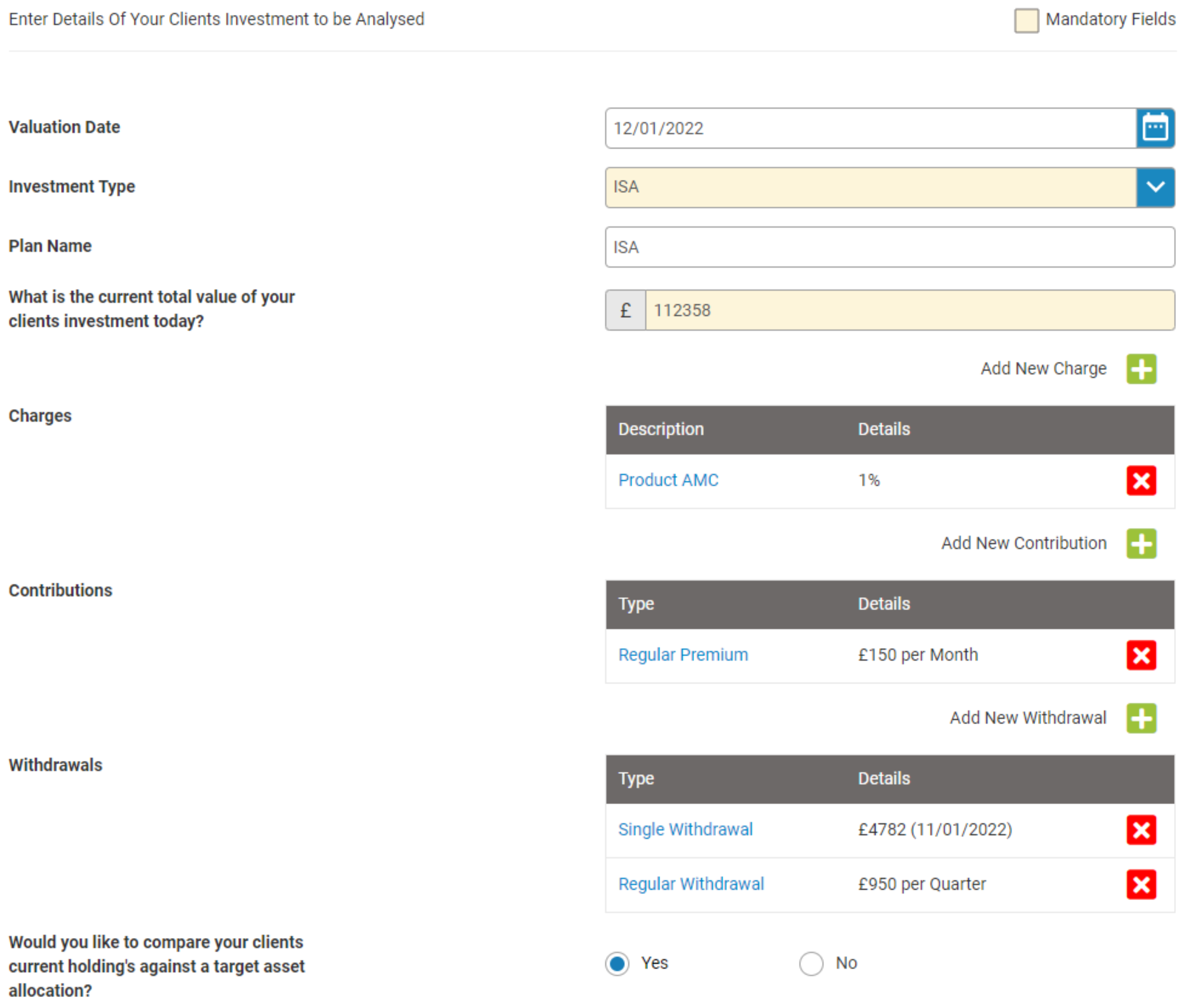


Complete all relevant ‘white’ fields and all mandatory fields in ‘yellow’. The field descriptions are provided below.

Field	Description
Calculation Date	The overall review date of the analysis. All plans entered will be analysed as at this date.
Review Period	The period over which you would like the review to cover.
Do you want to include the fund transaction costs in your analysis?	Select yes or no.
Add New Plan	Select the green plus to begin adding the plan.

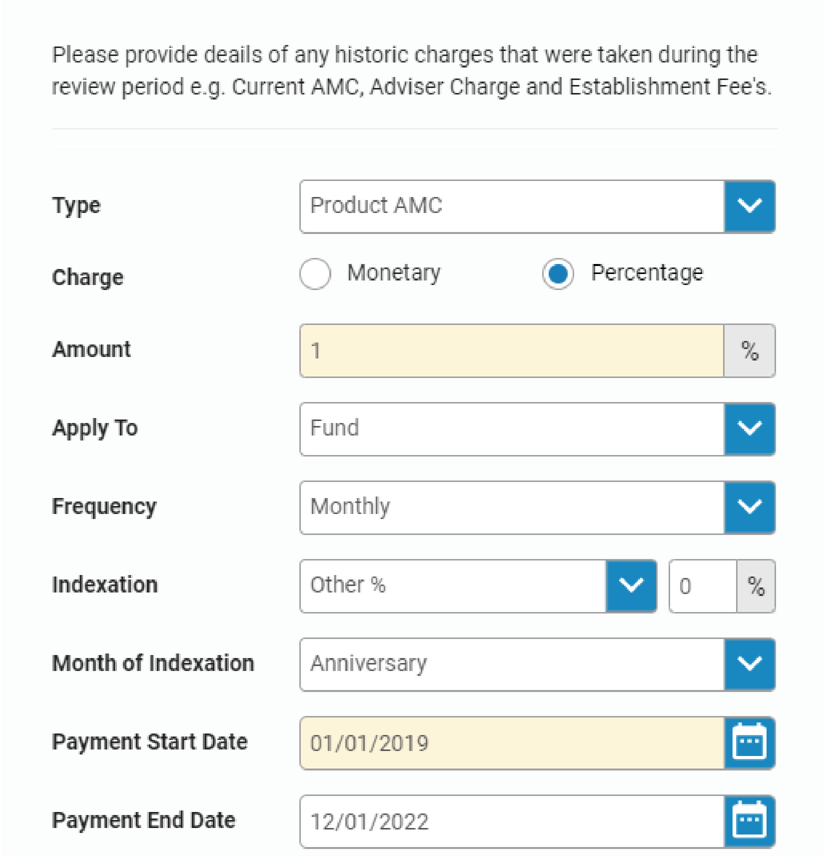
To enter the first plan details, select the green cross. You will now enter all the plan information, including charges, withdrawals and contributions.

Once completed, you will be brought back to this screen to add any other plans you wish to include in your client review.



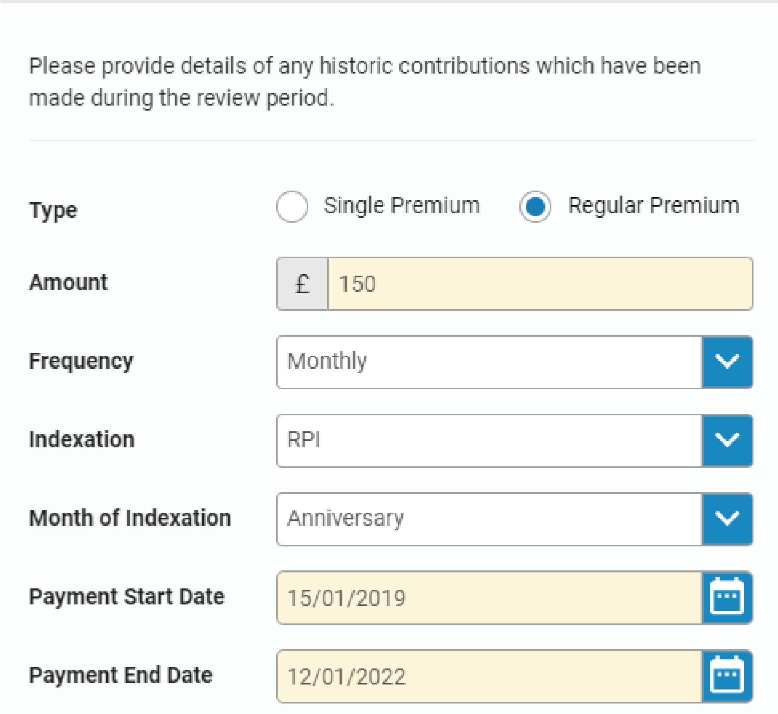
Field	Description
Valuation Date	Enter the date at which this plan was valued.
Investment Type	Select from the drop-down list.
Plan Name	Enter the name of the plan.
What is the current total value of your client's investment today?	Enter the current plan value.
Add New Charge	Enter any charges applying to the plan.
Add New Contribution	Enter any contributions being made to the plan.
Add New Withdrawal	Enter any withdrawals being taken from the plan.
Would you like to compare your client's current holdings against a target asset allocation?	Select accordingly.

Add New Charge



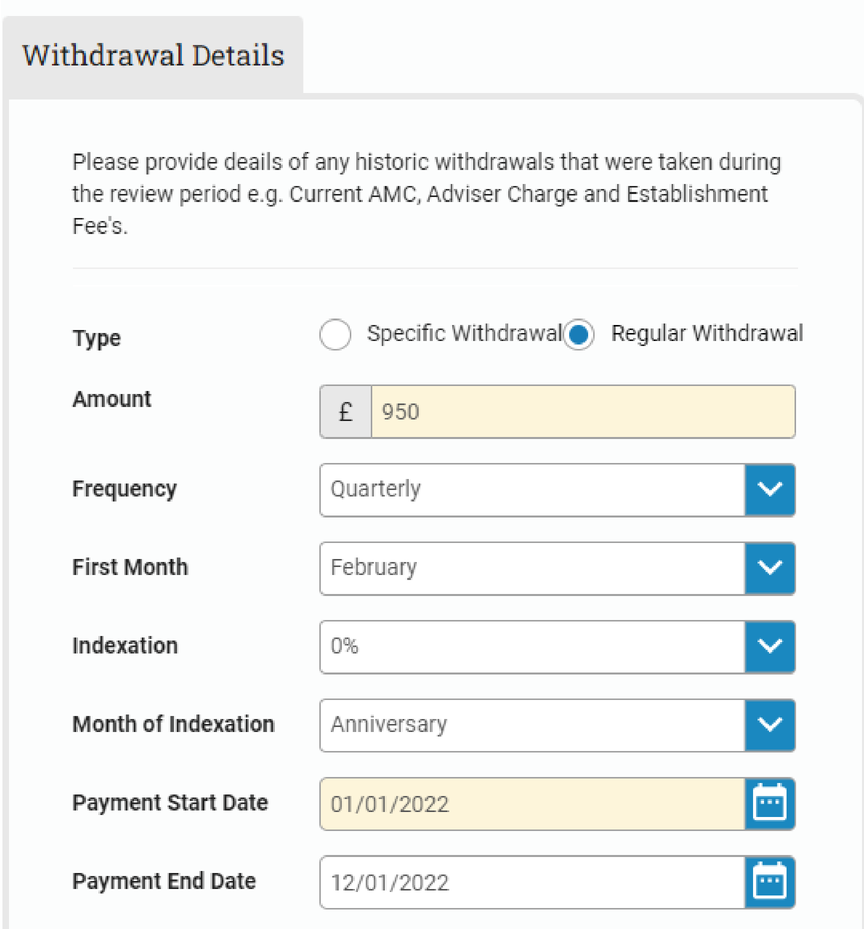
Field	Description
Type	Select the charge type from the drop-down list.
Charge	Select the type of charge.
Amount	Enter the amount of the charge.
Apply To	Select whether the charge will apply to the fund or specific premiums.
Frequency	Select the charge frequency from the drop-down list.
Indexation	Choose from the drop-down list.
Payment Start Date	Choose from the date picker.
Payment End Date	Choose from the date picker.

Add New Contribution



Field	Description
Type	Select the contribution type
Amount	Enter the amount of the contribution.
Frequency	Select the charge frequency from the drop-down list.
Indexation	Choose from the drop-down list.
Month of Indexation	Choose from the drop-down list.
Payment Start Date	Choose from the date picker.
Payment End Date	Choose from the date picker.

Add New Withdrawal



Field	Description
Type	Select the withdrawal type.
Amount	Enter the amount of the withdrawal
Frequency	Select the withdrawal frequency from the drop-down list.
First Month	Select the first month that the withdrawal was made
Indexation	Choose from the drop-down list.
Month of Indexation	Choose from the drop-down list.
Payment Start Date	Choose from the date picker.
Payment End Date	Choose from the date picker.

When all details have been added on this page, click Next. This will automatically save the page.

Asset Allocation

If you have selected **Yes** to **Would you like to compare your client's current holdings to against a target allocation**, the following page will show.

Allocation Templates | Available Assets

Asset
Asia ex-Japan Bond
Asia ex-Japan Stock
Cash
Commodity
Convertible
Emerging Market Stock
Emerging Markets Bond
European Bond
European Stock
Japan Bond
Japan Stock
North American Bond
Other
Other Bond
Other Stock
Precious Metals
Preferred Stock
Property
U.K. Corporate Bond Interm/Long Term
U.K. Corporate Bond Short Term
U.K. Gilt Bond Interm/Long Term
U.K. Gilt Bond Short Term
U.K. Index Linked Bond
UK Stock
US Stock

Selected

Asset	Ratio
Asia ex-Japan Stock	17 %
Cash	22 %
European Stock	31 %
North American Bond	7 %
UK Stock	14 %
US Stock	9 %

Total: 100%

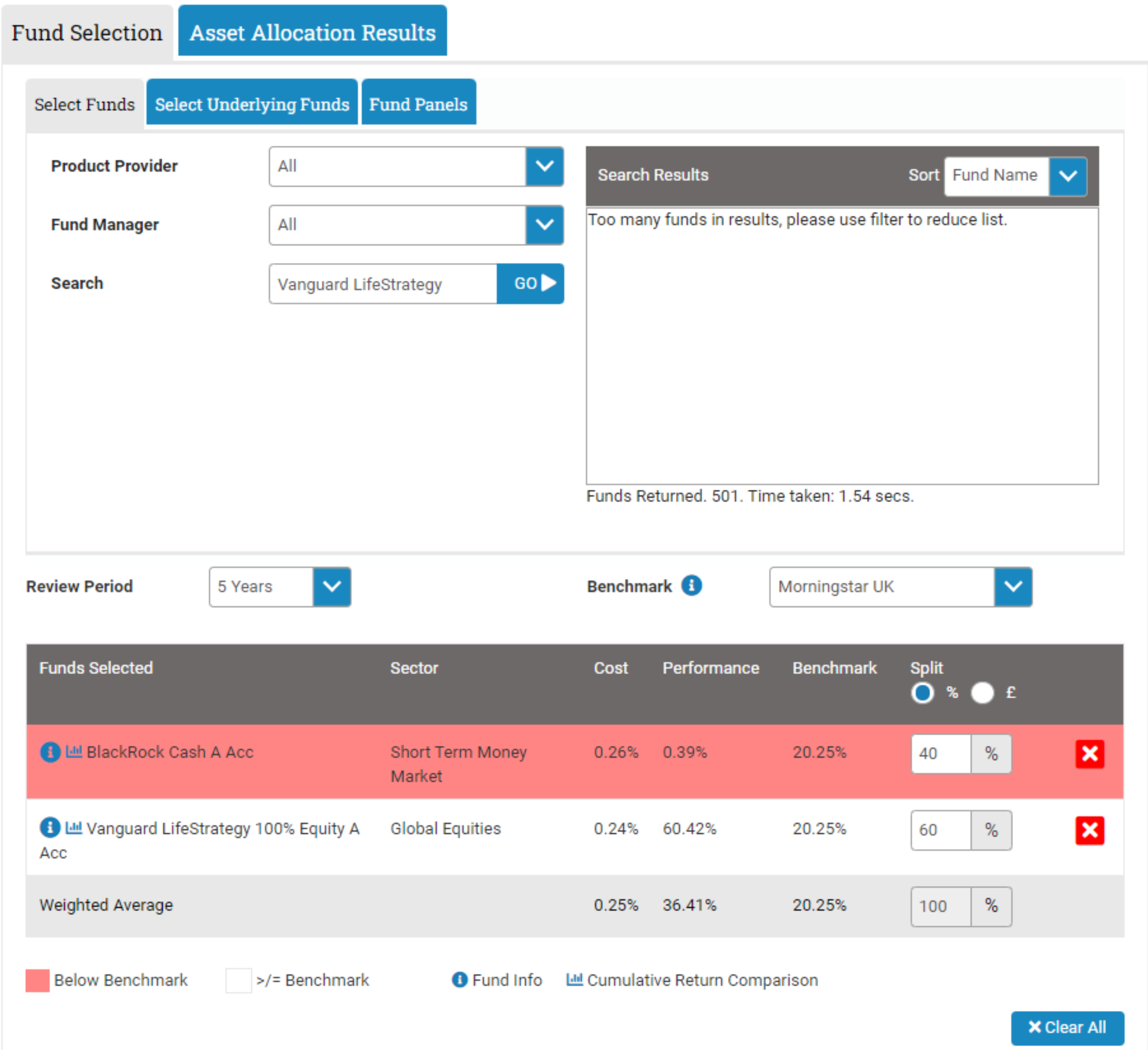
Save as New Template

Template: Med Risk

You can choose target sectors from the **Available Assets** tab and enter the split on the right-hand side. This must total 100% split. If you would like to save this template for future use, you can tick the **Save as New Template** box at the bottom of the page and enter the **Template** name. This will then be available in the **Allocation Templates** tab for future use. Any previously created **Allocation Templates** will be available under **the Allocation Templates tab**.

Existing Funds

Enter the funds that the client is currently invested in. You can restrict the search parameters by choosing the **Product Provider**, **Fund Manager** or **Sector**. Alternatively, you can type the **name** or **ISIN** into the **Search** box and select Go. This will show a list of matching funds on the right-hand side. You can then click on the correct fund to add it to the **Funds Selected**, below.



You have the option to change the Review Period in the drop-down list. You can also select the Benchmark to compare against from the drop-down list. The fund will show in red if it is below the chosen benchmark, or in white if it is greater than or equal to the benchmark.

Existing Results

The results page will show all other products that offer this portfolio of funds and how these products would have performed against the existing plan. You can click on each product to see the ongoing charges.

There is an option to remodel the client's investments within the current product. This will take you to a page for remodelling, containing all the data previously entered on the **Existing Funds** page.

Alternative Product	Fund Value
AJ Bell Investcentre General Investment Account	£117,212
abrdn Elevate Elevate General Investment Account	£116,862
Quilter Collective Investment Account (Self Select)	£116,838
Quilter Collective Investment Bond (Self Select)	£116,838
abrdn Wrap Wrap Personal Portfolio	£116,337
abrdn Wrap Wrap Personal Portfolio	£116,337
AJ Bell Investcentre GIA-MPS Service (investing in Funds and Shares Service)	£116,336
Quilter Collective Investment Account (Self Select)	£116,329
Quilter Collective Investment Bond (Self Select)	£116,329
Transact The General Investment Account	£116,215
Transact Onshore Bond	£115,726
Standard Life Assurance Ltd International Portfolio Bond for Wrap	£115,184
SJB Global Sovereign International SIPP	£114,997
Transact Offshore Bond	£114,738
Your Current Investment	£112,264

Would you like to remodel your clients investments? Yes No

Remodelled Funds

On this page, you will get a pencil icon next to each current fund. This allows you to view other funds within the same sector.

Funds Selected	Sector	Cost	Performance	Benchmark	Split % £	
BlackRock Cash A Acc	Short Term Money Market	0.26%	0.39%	20.25%	40 %	
Vanguard LifeStrategy 100% Equity A Acc	Global Equities	0.24%	60.42%	20.25%	60 %	
Weighted Average		0.25%	36.41%	20.25%	100 %	

Below Benchmark   >/= Benchmark   Fund Info   Cumulative Return Comparison   Change Fund

Clear All

To remodel, click the pencil icon and the system presents a list of other funds within the same sector, sorted by performance. If you wish to replace the existing fund, simply click your new choice from the list. Continue through the list of funds, using the pencil icon to identify alternatives. Then click Next. Once you have replaced any funds, select Next to continue.

Remodelled Results

This page will show how remodelling the portfolio will affect performance against other products that offer these funds.

Alternative Product	Fund Value
Your Remodelled Investment	£118,391
AJ Bell Investcentre General Investment Account	£117,212
abrdn Elevate Elevate General Investment Account	£116,862
Quilter Collective Investment Account (Self Select)	£116,838
Quilter Collective Investment Bond (Self Select)	£116,838
abrdn Wrap Wrap Personal Portfolio	£116,337
abrdn Wrap Wrap Personal Portfolio	£116,337
AJ Bell Investcentre GIA-MPS Service (investing in Funds and Shares Service)	£116,336
Quilter Collective Investment Account (Self Select)	£116,329
Quilter Collective Investment Bond (Self Select)	£116,329
Transact The General Investment Account	£116,215
Transact Onshore Bond	£115,726
Standard Life Assurance Ltd International Portfolio Bond for Wrap	£115,184
SJB Global Sovereign International SIPP	£114,997
Transact Offshore Bond	£114,738

When you select Next you will be taken back to the Existing Details page, where you can enter additional existing plans if required.

Once you have added all of the necessary plans for review, select Next.

Summary Details

This page will show a list of the existing plans that have been entered. You can perform a final edit the plans using the links to the **Results** page, **Existing Funds** and **Remodelled Funds**. Once you are happy with the data that has been entered, click **Report**.

Client Details | Existing Details | Asset Allocation | Existing Funds | Existing Results | Remodelled Funds | Remodelled Results | Summary Details

Client: Rachel Jones
Module: Rapid Reviewer
Case Ref: 1981841

Plan Name	Type	Valuation Date	Fund Value			
ISA	ISA	15/12/2021	£112,358.00	Results	Edit Existing	Edit Remodelled

Back   Report

You are able to add notes and select the features that you wish to include in the report. Select as many or few as you like, then use the buttons at the bottom of the page to generate the report.
The system will automatically store a PDF version of the report if you select Create Word Report for compliance purposes.