

# WebLink User Guide



# Welcome to WebLink Internet Access

WebLink provides access to your investment portfolio 24/7. The **minimum** browser versions currently certified are:

- MS Edge
- IE 11.0
- Chrome 62
- FireFox 57
- Safari (Mac) 11
- iOS 11 (iPad) Safari 11
- Opera 47

Optimal viewing resolution is either 800x600 pixels or 1024x768 pixels with at least 32,768 colors. However, WebLink style sheets and fonts are developed to minimize the impact of high resolutions and changes in browser or desktop fonts.

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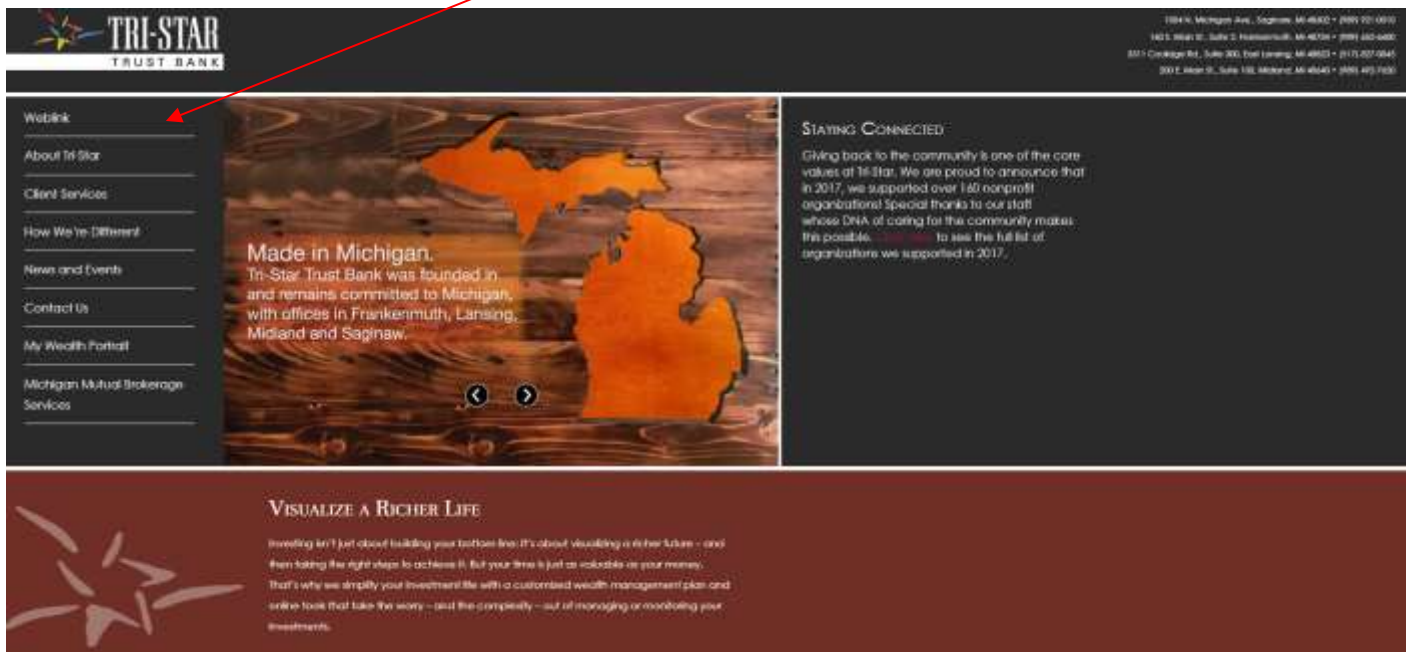
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# Accessing Weblink Via Our Website

Get to Tri-Star Trust Bank's website using the following address:

[www.tristartrust.com](http://www.tristartrust.com) and click on Weblink from the menu on the left.



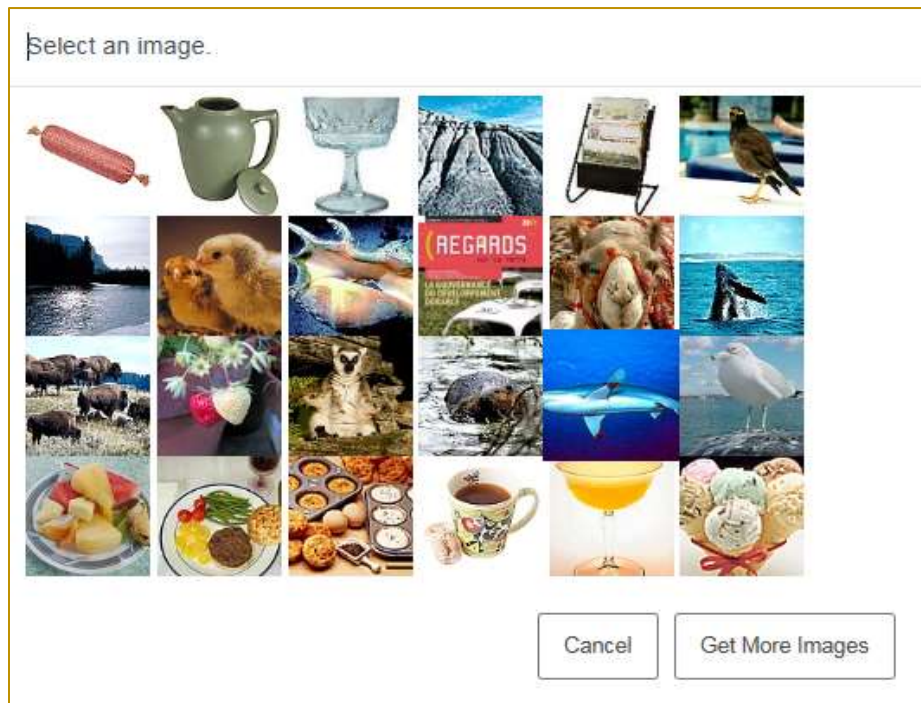
## SIGNING IN

### *First Time Login*

Enter your WebLink User ID and click Proceed.

The next screen prompts you for your old/newly assigned password and then for your new password.


You must choose an image, which becomes part of your login process from this point forward. Your login to the Weblink site will always display this image so you can verify that you are on the authentic Weblink login screen and not re-directed to another site.



Choose your image and place a caption that you will remember. This is part of your unique identifier.

Anti-Phishing Image

**i** Choose an image from the catalog provided and write a caption for it. These will both appear on your screen once you enter your username. This will help you identify the login page as genuine, reducing the risk of a Phishing attack.

Your Selected Image: 

Your Personalized Caption:

The next step is to set up at least three Challenge Questions with valid responses. You may choose from the dropdown list or make up your own questions.

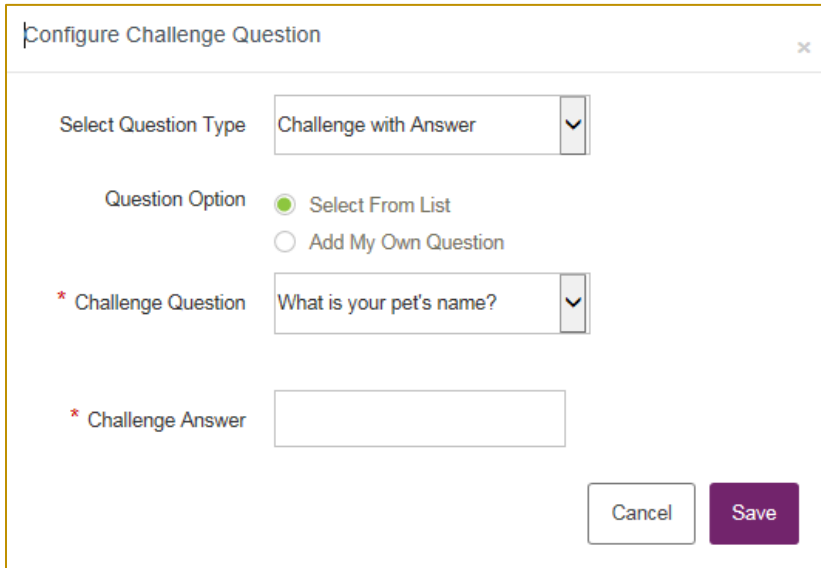
Set Challenge Question

Minimum Answers  
2 (Remaining 2)

**i** Challenge questions are a security feature that adds an extra level of protection. The questions that you set up with your own personal answers help the system verify your identity.

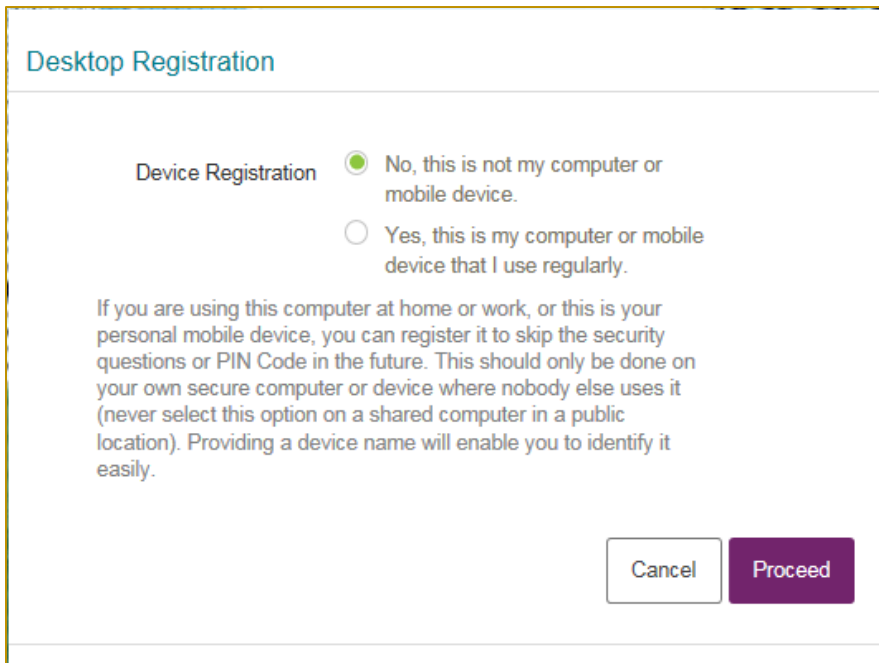
Challenge Question	Challenge Answer	Edit	Delete
<div><input type="button" value="Add"/></div>			
<div><input type="button" value="Cancel"/></div>			





The screenshot shows a dialog box titled "Configure Challenge Question" with a close button (X) in the top right corner. Inside the dialog, there are four main sections: "Select Question Type" with a dropdown menu set to "Challenge with Answer"; "Question Option" with two radio buttons, "Select From List" (which is selected) and "Add My Own Question"; "\* Challenge Question" with a dropdown menu showing "What is your pet's name?"; and "\* Challenge Answer" with an empty text input field. At the bottom right of the dialog are two buttons: "Cancel" and "Save".

The final step is to Register your device, only do this on your secure computer or device.

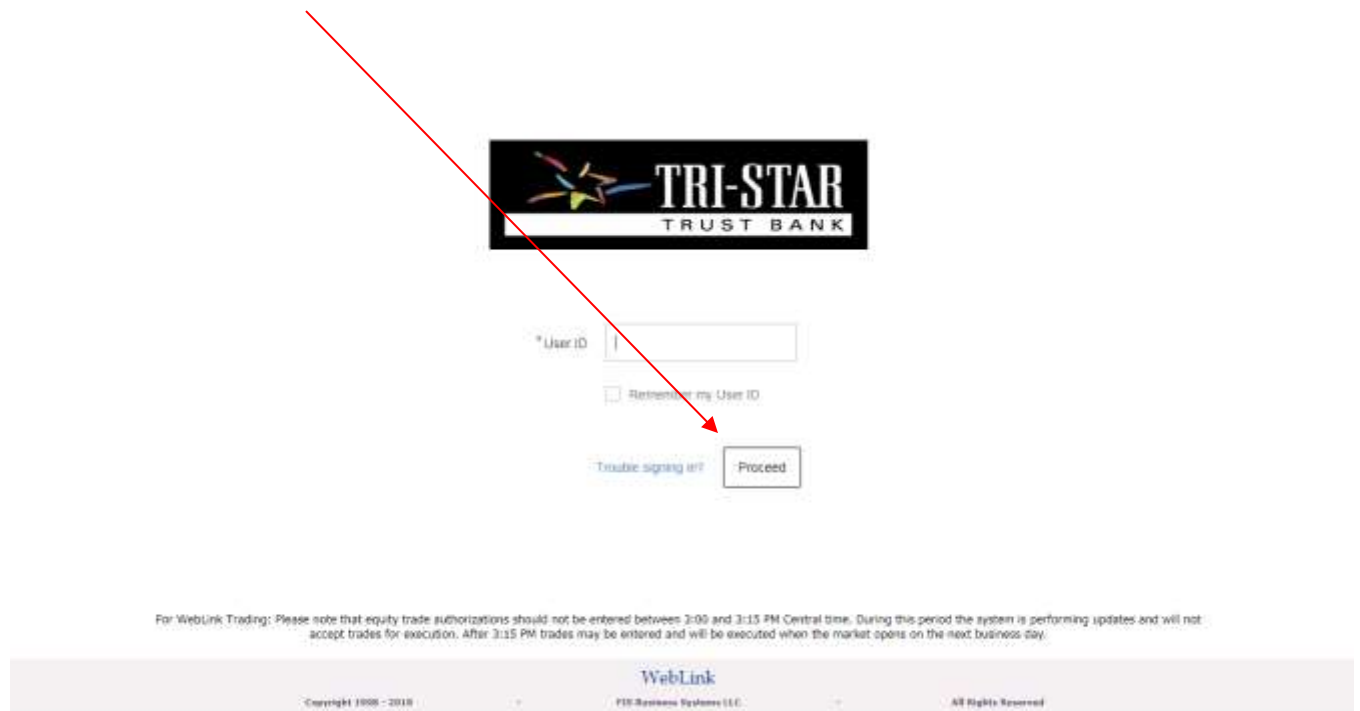


The screenshot shows a dialog box titled "Desktop Registration". It contains a "Device Registration" section with two radio buttons: "No, this is not my computer or mobile device." (which is selected) and "Yes, this is my computer or mobile device that I use regularly." Below these options is a paragraph of text: "If you are using this computer at home or work, or this is your personal mobile device, you can register it to skip the security questions or PIN Code in the future. This should only be done on your own secure computer or device where nobody else uses it (never select this option on a shared computer in a public location). Providing a device name will enable you to identify it easily." At the bottom right of the dialog are two buttons: "Cancel" and "Proceed".

Once the initial login process is completed, you can view the account(s) assigned to your User ID.

### ***Subsequent Login Instructions***

After entering the URL or clicking the Weblink link from the Tri-Star Trust Bank's Website, you enter the Weblink login page. Enter your User ID and click on Proceed.



The screenshot shows the Tri-Star Trust Bank Weblink login interface. At the top is the Tri-Star Trust Bank logo. Below it is a text input field labeled '\* User ID'. Underneath the input field is a checkbox labeled 'Remember my User ID'. Below the checkbox is a link that says 'Trouble signing in?'. To the right of the link is a button labeled 'Proceed'. A red arrow points from the 'Proceed' button in the screenshot to the text 'click on Proceed' in the preceding paragraph. At the bottom of the page, there is a disclaimer: 'For Weblink Trading: Please note that equity trade authorizations should not be entered between 2:00 and 3:15 PM Central time. During this period the system is performing updates and will not accept trades for execution. After 3:15 PM trades may be entered and will be executed when the market opens on the next business day.' Below the disclaimer is a footer bar with the 'Weblink' logo, 'Copyright 1998 - 2018', 'PIS Systems Systems LLC', and 'All Rights Reserved'.

After entering your User ID, the next screen displays your image and the caption you have chosen. You will have an opportunity to make a couple of time saving choices.



User ID : YouruserID

\* Password 
[Trouble signing in?](#)



For Weblink Trading: Please note that equity trade authorizations should not be entered between 3:00 and 3:15 PM Central time. During this period the system is performing updates and will not accept trades for execution. After 3:15 PM trades may be entered and will be executed when the market opens on the next business day.

Weblink

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User ID: YouruserID

\* Password:

\* What is your pet's name?

Device Registration: ☒ No, this is not my computer or mobile device.  
☐ Yes, this is my computer or mobile device that I use regularly.

If you are using this computer at home or work, or this is your personal mobile device, you can register it to skip the security questions or PIN Code in the future. This should only be done on your own secure computer or device where nobody else uses it (never select this option on a shared computer in a public location). Providing a device name will enable you to identify it easily.

[Trouble signing in?](#)

For Weblink Trading: Please note that equity trade authorizations should not be entered between 3:00 and 3:15 PM Central time. During this period the system is performing updates and will not accept trades for execution. After 3:15 PM trades may be entered and will be executed when the market opens on the next business day.



## ***Trouble Signing In***

If you cannot successfully log in and have forgotten your password, you may use the Trouble Signing In link. You must have a valid email address in your WebLink User ID record.

The Trouble Signing in feature appears near the end of the Login Page, under User ID, Password, Challenge questions (if prompted) and Device Registration if prompted.

If you are using this computer at home or work, or this is your personal mobile device, you can register it to skip the security questions or PIN Code in the future. This should only be done on your own secure computer or device where nobody else uses it (never select this option on a shared computer in a public location). Providing a device name will enable you to identify it easily.

[Trouble signing in?](#)

Cancel

Sign in

Once you enter the User ID and answer the challenge question, the system sends a new temporary password. Upon the next login, you will be required to change your password. However, if your User ID is locked out, you will still be able to request a password online and will be provided with a new password, but WebLink will not allow access. WebLink will not give you any indication that your User ID is locked out which is a security feature to prevent hackers from determining your User ID.

## **ON-LINE HELP**

After your system login is complete, you can select one of the available menu tabs. For easy navigation, a toolbar appears as part of each view. When you access the "Help" link, this User Guide appears in a User friendly format.

Click on the Help button in the upper right hand corner of the screen to access Online Help.

 User Options   Alerts/Messages 4   **Help**   Links ▼   Contact Us   Sign Out

**This Guide appears as the On-Line Help**

## GENERAL INFORMATION

### ***Account Search\Look Up***

The Account Lookup allows “Begins With” search by partial name or number. A “Filter Search Results” is available to filter the results by “Contains” name or number.

The screenshot shows the 'Account Lookup' window. At the top, there is a search bar with a 'GO' button. Below the search bar is a list of results under the heading 'Account Number/Name'. The results are as follows:

Account Number/Name
1010000632 - Linda Cimmino TUA
1010000142 - EDWARD L BIDEN
1040000791 - MC Fee Text
1010900072 - SunBard Bank & Trust TTEE
M00018 - FENTON COMBINED ACCOUNT
1010000605 - SDBT TUA FOR JANICE FENTON
1010000124 - MIMI CLAUSE

Below the list is a 'Filter Search Results' section with a 'RESET' button. At the bottom of the window are two buttons: 'SHOW ALL' and 'USE SELECTED'.

### ***Column Selection***

Selected columns appear as check boxes, making it easy to add/remove columns in a single step. Some columns are identified as ‘mandatory’, ensuring a report cannot be blank. These mandatory columns do not apply to File Download. Use the Settings Icon to view available columns on a report.

Settings

Columns

<input type="checkbox"/> Account Number	<input type="checkbox"/> Accrued Income	<input type="checkbox"/> Book Value
<input checked="" type="checkbox"/> Cost	<input checked="" type="checkbox"/> CUSIP	<input checked="" type="checkbox"/> Description
<input type="checkbox"/> Earnings/Share	<input type="checkbox"/> Est Annual Income	<input type="checkbox"/> Industry
<input type="checkbox"/> Interest Rate	<input checked="" type="checkbox"/> Last Priced Time	<input checked="" type="checkbox"/> Market Value
<input type="checkbox"/> Maturity Date	<input type="checkbox"/> Moody's	<input type="checkbox"/> Original Face
<input type="checkbox"/> P/E Ratio	<input checked="" type="checkbox"/> Percent Category	<input checked="" type="checkbox"/> Percent of Total
<input type="checkbox"/> Pledged Units	<input type="checkbox"/> Price	<input type="checkbox"/> Price Date
<input checked="" type="checkbox"/> Quantity	<input type="checkbox"/> Standard & Poor's	<input checked="" type="checkbox"/> Ticker
<input type="checkbox"/> Unit Tax Cost	<input checked="" type="checkbox"/> Unrealized G/L	<input type="checkbox"/> Yield @ Market

CANCEL

SAVE

### Number of Items Highlighted for each Page

Each report contains an indicator that displays the number of data items for that report.

Holdings 15

Group By

Security Name

As Of Date

07/10/2017

## EXPORT AND PRINT CAPABILITIES

The ability to print and export as well as view data as of a certain date and on a trade or settlement basis is available on each report view. If a report is too large for display on one page, the data appears on multiple pages. You can move between pages by using the arrow keys as described below.

<<

<

1 / 3

>

>>

10

▼

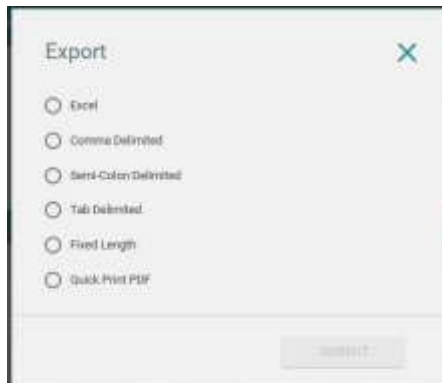
per page

- The << >> allow you to toggle to the first and last page of the report
- The < > allow you to toggle between the pages in the report
- Click on the page being displayed and you can input another page number to go directly to that page
- The 10 with the dropdown arrow per page allows you to select the number of items per page for viewing. Minimum is 5 \ Maximum is 100. This is saved as a user preference.

### ***Export while viewing a Report***




The  icon allows you to take the current report being viewed and export it via various formats.



### ***Print while viewing a Report***



The  icon allows you to print the report as displayed on the page. When you click on this icon, the following:



You can choose open to view on-line as a pdf or save for future viewing.

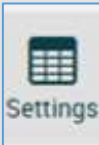
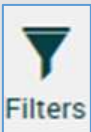
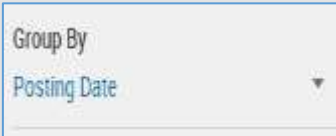

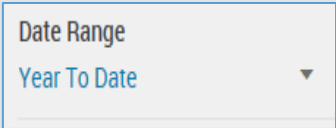




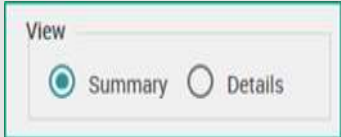
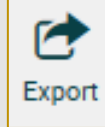

1015002363 - SARAH BENNETT  
 Holdings  
 July 12 2017  
 Settled

Ticker	CUSIP	Description	Quantity	Cost	Market Value	Unrealized GL
		Cash				
	CASH	CASH		\$0.14	\$0.14	
		TOTAL FOR Cash		\$0.14	\$0.14	
		Cash and Equivalents				
NCRM	63858B741	NATIONS CASH RESERVE MONEY	361,687.88	\$361,687.88	\$361,687.88	
		TOTAL FOR Cash and Equivalents		\$361,687.88	\$361,687.88	
		TOTAL FOR ALL ASSETS		\$361,688.02	\$361,688.02	

## WEBLINK TERMINOLOGY AND ICONS

As you use the WebLink menu tabs and pages you notice various icons and selection criteria. You can use the following table as a reference for clarification.

Icon or Drop-Down	Use	Found In
 Settings	Allows you to add/remove columns on reports where available	Holdings, Transactions, Tax Lots, Gain/Loss, Accounts, Trading, Pension
 Filters	Allows you to use advanced filters on reports where available	Transactions-Posted
	Allows you to group by Posting Date, Transaction Type, Trade Date or Security Name on Transaction reports	Portfolio Review-Transactions, Transactions-Posted
	Allows you to group by Investment Category, Industry Sector or Security Type on reports displaying holdings	Portfolio Review-Holdings, Holdings
	Allows you to choose dates on reports where selection of Date Range is applicable	Portfolio Review-Transactions Transactions-Posted
Date Range From – To	Allows you to choose dates on reports where applicable and where Date Range selection	Gain/Loss, Transactions-Posted

Icon or Drop-Down	Use	Found In
	from drop-down is 'date range'	
	Allows you to select previous as-of date. You can click on Calendar icon to change date	Portfolio Review – charts, holdings, Holdings, Available Cash, Tax Lots, Accounts
	Allows you to select Trade or Settlement Date	Holdings, Portfolio Review, Available Cash, Tax Lots, Accounts
Days to Project	Allows you to enter value between 1 and 99 to select number of days	Cash Projection
	Allows you select Summary or Details version of report for review	Cash Projection
	<p>Allows you to export the report as displayed on the page to Excel, other delimited or fixed format, or Quick Print PDF</p> <p>Note: Quick Print PDF is a pre-defined report layout</p>	Available on all pages
	Allows you to print the report as displayed on the page	Available on all pages

Icon or Drop-Down	Use	Found In
	Allows you to set number of items on each page when paging through reports with multiple pages	At the bottom of each page\report where multiple pages are present

## WEBLINK TOOLBAR



The top, white portion, of the Toolbar includes the following.

### ***User Options***

Allows for further drill down, offering the user access to manage specific settings.

	<p><i>Clicking on any option in the User Option drilldown displays the following page.</i></p> <p>Change Password – allows you to change your password</p> <p>Email Options – displays your current e-mail address and allows for change</p> <p>Challenge Questions – allows you to update\change your questions and/or response</p> <p>Challenge Image – allows you to change your image</p> <p>Start Page Options – provides selection for your landing\home page upon login</p> <p>Account Groups – lets you create and manage groups of accounts for viewing</p> <p>Ticker – allows you to select from three financial sites to use for Ticker hyperlink</p> <p>Unregister Desktop – indicates desktop is registered part of your secure login and allows you to unregister your desktop</p>
--	--

## User Option – Change Password

**User Options**

CHANGE PASSWORD CHANGE EMAIL CHALLENGE QUESTIONS CHALLENGE IMAGE START PAGE ACCOUNT GROUPS TICKER UNREGISTER DESKTOP®

Old password \*

New password \* Confirm password \*

0 / 32 0 / 32

**Password Requirements**

- While changing your password, you must enter between 4 & 32 characters with no spaces.
- The password must contain at least 0 uppercase and at least 0 lowercase letter(s), 0 number(s), and 0 special character(s).

SAVE

## User Option – Change Email

Displays your current email address. You have fields to change and confirm your new Email address. Email address requirements are listed for your convenience. Also, note you have up to a maximum of 100 characters for your email address, as indicated by the 0 / 100. As you type, the number of characters used is tracked.

**User Options**

CHANGE PASSWORD CHANGE EMAIL CHALLENGE QUESTIONS CHALLENGE IMAGE START PAGE ACCOUNT GROUPS TICKER UNREGISTER DESKTOP®

Current Email  
first.last@email.com

New Email \* Confirm New Email \*

0 / 100 0 / 100

**Email requirements**

- The local part of the email address before the @sign may be upper & lower case letters, numbers and any of these letters #%&\*+>?, ()
- The following characters may not be used anywhere in the email address: :/;/\;'-

SAVE

### User Option – Challenge Question

Use to update your Challenge questions and answers.

The screenshot shows the 'User Options' page with the 'CHALLENGE QUESTIONS' tab selected. It contains two challenge questions and their corresponding answer fields. A callout box points to the character count '0 / 255' for the first answer field.

**User Options**

CHANGE PASSWORD CHANGE EMAIL **CHALLENGE QUESTIONS** CHALLENGE IMAGE START PAGE ACCOUNT GROUPS TICKER UNREGISTER DESKTOP

Challenge Question 1 \*  
What is your favorite food?

Challenge Answer 1 \* 0 / 255

Challenge Question 2 \*  
What is your favorite color?

Challenge Answer 2 \* 0 / 255

CANCEL SAVE

Up to maximum of 255 characters for answer to each challenge question

### User Option – Challenge Image

Allows you to change the Image Identifier and Caption that you see upon Login. First Select an Image; you are then presented with a page showing your image so you can add a caption. When finished click Save. That new Image and Caption appears upon your next login to the application.

The screenshot shows the 'User Options' page with the 'CHALLENGE IMAGE' tab selected. It displays a selected image and a text field for the image caption. A callout box points to the character count '20 / 49' for the caption text.

**User Options**

CHANGE PASSWORD CHANGE EMAIL CHALLENGE QUESTIONS **CHALLENGE IMAGE** START PAGE ACCOUNT GROUPS TICKER UNREGISTER DESKTOP




Image caption text \*  
Always getting stuck

20 / 49

BACK SAVE

Keeps track of characters for the Image caption text. Maximum of 49 characters.

### User Option – Start Page

You can select any of the available, basic menu tabs to be your landing\home page upon login to WebLink. If you change your Start page during an active session, it takes effect with your next login. The default landing page is Portfolio Review.

The screenshot shows the 'User Options' dialog box with the 'START PAGE' tab selected. The tab is highlighted with a green underline. Below the tab, there is a section titled 'Select Your Default Start Page.' containing nine radio button options arranged in a 3x3 grid: Account LHI, Cash Projection, Download, Gain/Loss, Holdings, My Reports, Portfolio Review, Tax Lots, and Transactions. At the bottom left is a 'CANCEL' button, and at the bottom right is an 'UPDATE' button.

### User Options – Account Group

The first time you select User Option – Account Group, the following page appears. Click the Create New button to open the page to setup a new Account Group.

The screenshot shows the 'User Options' dialog box with the 'ACCOUNT GROUPS' tab selected. The tab is highlighted with a green underline. Below the tab, there is a large empty rectangular area. In the top right corner of this area is a green circular button with a white plus sign and the text 'Create New' below it. In the center of the large area, the text 'No Account Groups Available.' is displayed in a light blue font.



## Creating New Account Group

**User Options**

CHANGE PASSWORD   CHANGE EMAIL   CHALLENGE QUESTIONS   CHALLENGE IMAGE   START PAGE   **ACCOUNT GROUPS**   TICKER   UNREGISTER DESKTOP

Group ID \*  
(00000)

Group Name \*

Group Description \*

Search Accounts

☐ Available Accounts

☐ 1010000605 - FENTON, JANICE

☐ 1010000561 - FENTON, WENDELL

☐ 1010000026 - Santos, Juan TUA

ADD

REMOVE

Accounts To Download

BACK   SUBMIT

- Establish the Group ID starting with G followed by 5 numbers (G12345). Provide the Group Name and Group Description
- Select the Accounts from the Accounts listing by clicking next to the Account Number. The  button becomes enabled. Click on the Add button to move the accounts to the Accounts to Download list. When you are finished selecting accounts, click on the Submit Button.

**User Options**

CHANGE PASSWORD   CHANGE EMAIL   CHALLENGE QUESTIONS   CHALLENGE IMAGE   START PAGE   **ACCOUNT GROUPS**   TICKET   UNREGISTER DESKTOP

Group ID \*  
G10799

Group Name \*  
Fenton Family Group

Group Description \*  
Fenton Family Group

Search Accounts

**Available Accounts**

- ☐ 1010000026 - Santos, Juan TUA
- ☐ M00018 - MARTHA EFE
- ☐ 1010000142 - BIDEN, EDWARD

**Accounts To Download**

- ☐ 1010000561 - FENTON, WENDELL
- ☐ 1010000605 - FENTON, JANICE

BACK   **SUBMIT**

**Successfully added**

**User Options**

CHANGE PASSWORD   CHANGE EMAIL   CHALLENGE QUESTIONS   CHALLENGE IMAGE   START PAGE   **ACCOUNT GROUPS**   TICKET   UNREGISTER DESKTOP

Create New

Group ID	Group Name	Group Description
G10799	Fenton Family Group	Fenton Family Group

1 / 1   15 per page

## Deleting Account Group

**User Options**

CHANGE PASSWORD   CHANGE EMAIL   CHALLENGE QUESTIONS   CHALLENGE IMAGE   START PAGE   **ACCOUNT GROUPS**   TICKET   UNREGISTER DESKTOP

Create New

Group ID	Group Name	Group Description
G10799	Fenton Family Group	Fenton Family Group

1 / 1   15 per page

**Confirm**

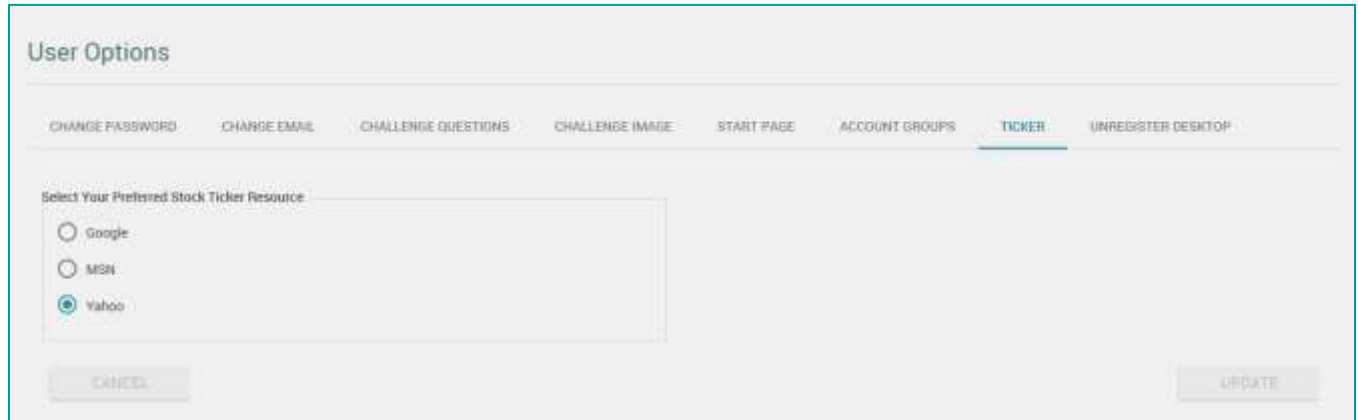
Delete

Are you sure you want to delete this account group?  
LKelly Group (G80661)

CANCEL   **DELETE**

Click on the x and the confirm delete pop-up box appears

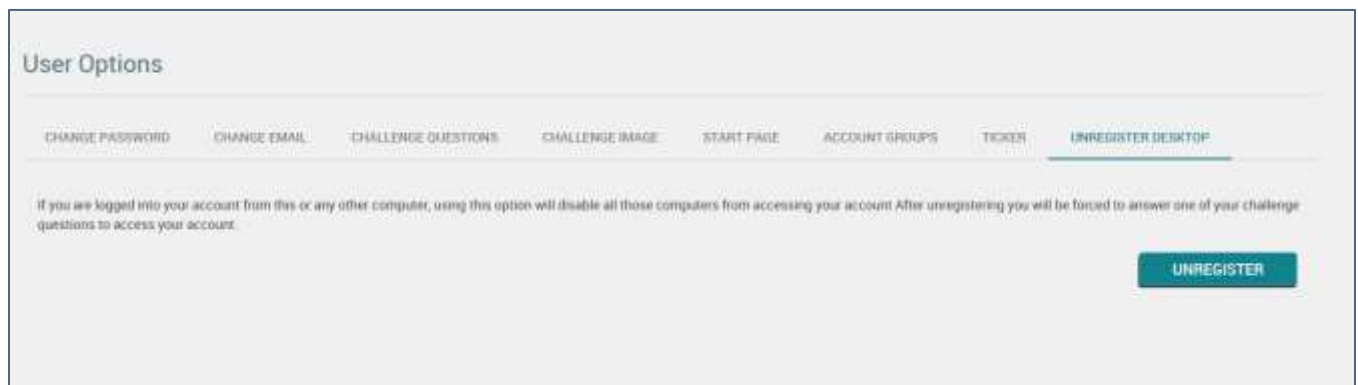
### User Option – Ticker



The screenshot shows the 'User Options' page with a horizontal menu at the top containing the following items: CHANGE PASSWORD, CHANGE EMAIL, CHALLENGE QUESTIONS, CHALLENGE IMAGE, START PAGE, ACCOUNT GROUPS, **TICKER**, and UNREGISTER DESKTOP. The 'TICKER' tab is highlighted with a blue underline. Below the menu, the section is titled 'Select Your Preferred Stock Ticker Resource'. It contains three radio button options: Google, MSN, and Yahoo. The 'Yahoo' option is selected, indicated by a blue dot. At the bottom of the form, there are two buttons: 'CANCEL' on the left and 'UPDATE' on the right.

### User Option – Unregister Desktop


If you typically access your account from the same device, it is suggested that you 'register your desktop'.



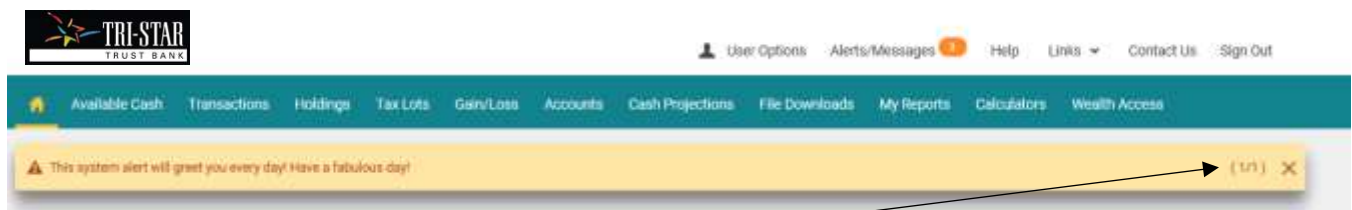
The screenshot shows the 'User Options' page with the 'UNREGISTER DESKTOP' tab selected, highlighted with a blue underline. The horizontal menu at the top is the same as in the previous screenshot. Below the menu, there is a paragraph of text: 'If you are logged into your account from this or any other computer, using this option will disable all those computers from accessing your account. After unregistering you will be forced to answer one of your challenge questions to access your account.' At the bottom right of the form, there is a single button labeled 'UNREGISTER'.

## Alerts/Messages

Alerts and Messages is how Tri-Star Trust Bank lets you know of important updates or general messages. When there are Alerts\Messages to be viewed, you see a numeric value next to Alerts\Messages on the WebLink

Toolbar , indicating that there are items for review.

System Alerts, if any, display upon login in.



This example shows you that there is 1 Alert you can review.

Click on **DISMISS ALL** to not see any of the Alerts on the page.

Click on **X** to dismiss the current alert displaying

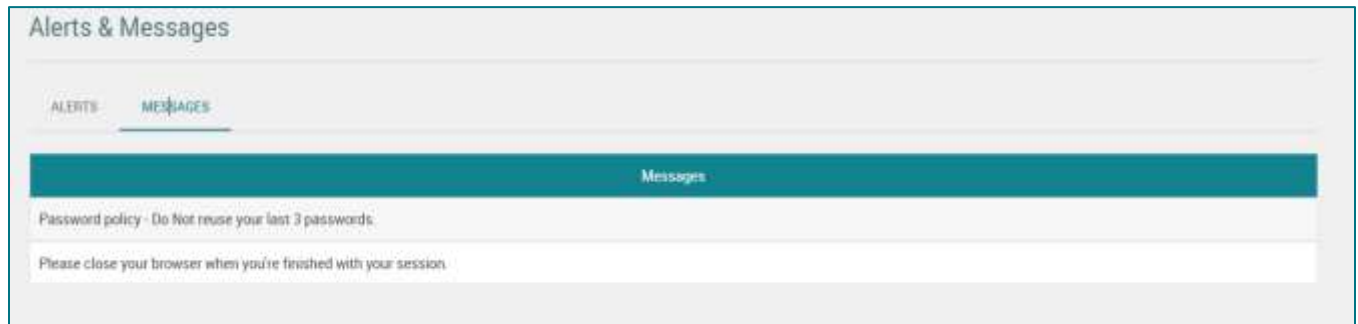
Click on **>** to view the next alert

If you click on the Alerts/Messages on the WebLink Toolbar, you get the following.

Sample of Alerts:

Alerts & Messages	
ALERTS	MESSAGES
Date	Alert
	This system alert will greet you every day! Have a fabulous day!

### Sample of Messages:



### Links

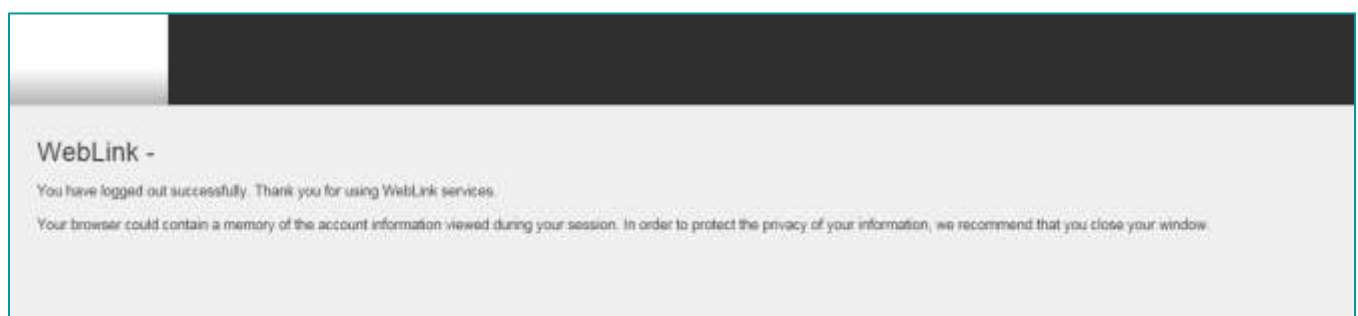
When you select the **Links** drop down, you see other websites that you can reach from WebLink. This is available only if allowed by your Financial Institution.

### Contact Us

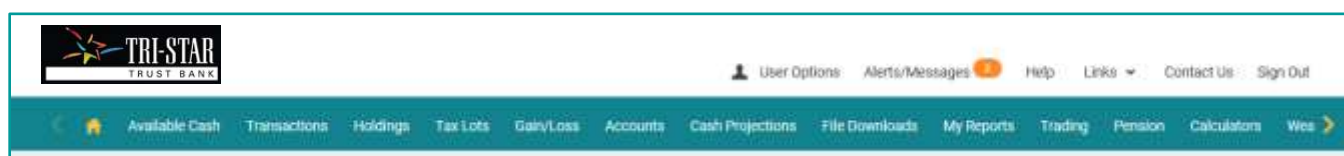
When you select **Contact Us**, a popup window displays the contact information from Tri-Star Trust Bank.

### Sign Out

When you select **Sign Out**, you exit the application and a page appears reminding you to close your browser session.




## WEBLINK MENU TABS



The shaded section of the WebLink Toolbar provides access to your authorized WebLink menus.

In this example, the user has several permissions and has < > at both ends of the menu bar to move it left or right to view/access additional tabs.

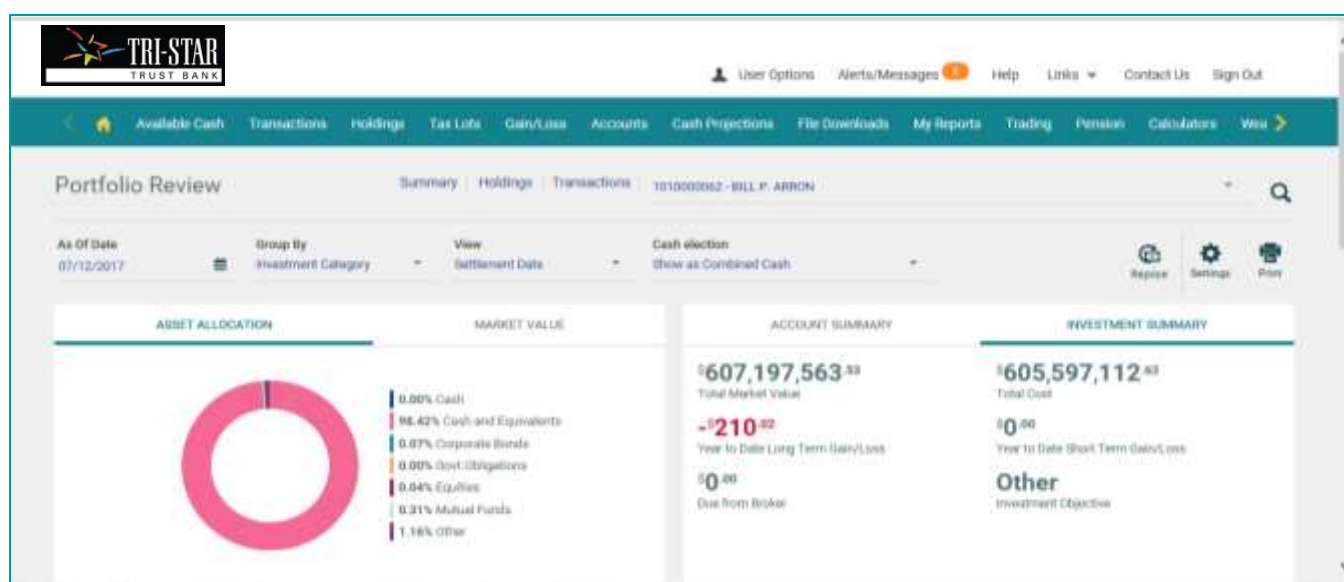
Your home (landing) page, designated as 

### ***Portfolio Review***

The Portfolio Review is a complete summary of your account in a single page view.

This top section allows you to choose specific criteria for this report:

- As-of-date – defaults to current date, you can choose an earlier date using the Calendar Lookup
- Group By – use the drop down to select how to group your holdings
- View – Trade or Settlement Date
- Cash election – choose to display as Combined cash or breakout of Principal and Income cash



The Bar highlight displays Asset Allocation, Market Value, Account Summary, Investment Summary. Click on each to view that section.

Use the scroll bar to the right to move down the report to view Holdings and Transactions or click the selection at the top.

Click on Holdings to move to the Holdings Section of Portfolio Review

Holdings						
Quantity	Ticker	Description	Price	Cost	Market Value	
0		Cash	\$0.00	\$0.00	\$0.00	
		CASH		-\$199.63	-\$199.63	
		TOTAL FOR Cash		-\$199.63	-\$199.63	
0		Cash and Equivalents	\$0.00	\$0.00	\$0.00	
597,488,168		FEDERATED OBLIGATIONS PRIME CA...	\$1.00	\$597,488,168.00	\$597,488,168.00	
100	FUSBX	FEDERATED OBLIGATIONS U.S.GOVER...	\$1.00	\$100.00	\$100.00	
100,000	SCMM	FIS MONEY MARKET FUND	\$1.00	\$100,000.00	\$100,000.00	
		TOTAL FOR Cash and Equivalents		\$597,588,268.00	\$597,588,268.00	
0		Corporate Bonds	\$0.00	\$0.00	\$0.00	

Click on Transactions to move to the Transactions Section of Portfolio Review

Posted Transactions 1

Date Range: Month To Date      Sort By: Chronological

Posting Date...	Transaction Description	Cash	Cost
07/12/2017	RECEIVED FROM ROYALTIES	\$150,000.00	\$0.00

You can choose a Date Range to view Posted Transactions and specify the Sort By option.

## Available Cash

Available Cash 1015002263 - SARAH BENNETT

As Of Date: 07/12/2017      View: Settlement Date

Email Export Print

Description	Principal Cash	Income Cash
Income Overdraft Inception Date		
Income Cash		\$15,803.14
Principal Overdraft Inception Date		
Principal Cash	-\$15,803.00	
Cash Management Funds		
NATIONS CASH RESERVE MONEY MARKET L...	\$361,687.88	\$0.00
<b>Total Cash Balances</b>	<b>\$345,884.88</b>	<b>\$15,803.14</b>

The Available Cash report displays Cash plus Money Market Funds used for Cash Management.

The report can be run for a specific As-Of-Date and defaults to current date. It can be viewed in either Trade or Settlement date basis.



## Transactions

Example of page display when there are no Posted or Pending transactions to report

The screenshot shows the 'Transactions' page for account 2015001076 - LARRY CARLTON. The page has a teal header with navigation links: Available Cash, Transactions (selected), Holdings, Tax Lots, Gain/Loss, Accounts, Cash Projections, File Downloads, My Reports, Trading, Pension, Calculators, and Web. Below the header, the 'Posted Transactions' section shows '0' transactions with a date range of 'Month To Date' and a group by 'Posting Date'. The 'Pending Transactions' section also shows '0' transactions. Both sections display the message 'No [Posted/Pending] Transactions Available'. On the right side, there are icons for Email, Export, Print, Settings, and Filters.

Example of Account with Year to Date Posted Transactions grouped by Transaction Type

The screenshot shows the 'Transactions' page for account 1010000053 - CHARLIE SYWY REV TRUST. The page is filtered by 'Year To Date' and 'Transaction Type'. The table displays the following data:


Posting Date...	Transaction Description	Ticker	CUSIP	Cash	Principal Cas...	Income Cash...	Cost	Quantity
<b>CASH RCVD</b>								
01/30/2017	RECEIVED FROM 0001503			\$150.00	\$150.00	\$0.00	\$0.00	0
01/30/2017	RECEIVED FROM 0001503			\$150.00	\$150.00	\$0.00	\$0.00	0
01/30/2017	RECEIVED FROM 0001503			\$150.00	\$150.00	\$0.00	\$0.00	0
01/30/2017	RECEIVED FROM 0001503			\$150.00	\$150.00	\$0.00	\$0.00	0
	<b>TOTAL FOR CASH RCVD</b>			\$600.00	\$600.00	\$0.00	\$0.00	0
<b>DISBURSEMENT</b>								
02/01/2017	DISTRIBUTION TO LIEF ERL...			-\$1,000.00	\$0.00	-\$1,000.00	\$0.00	0
03/01/2017	DISTRIBUTION TO LIEF ERL...			-\$1,000.00	\$0.00	-\$1,000.00	\$0.00	0

Example of Account with Pended Transactions


~ Pending Transactions 3 Settings

Posting Da...	Transaction Descri...	Ticker	CUSIP	Net Cash	Principal Cash...	Income Cash...	Cost	Quantity
07/13/2017	BUY 07/11/2017 1...	ATG	001204106	-\$45,000.00	-\$45,000.00	\$0.00	\$45,000.00	1,000
07/14/2017	BUY 07/12/2017 50...	MMM	604059105	-\$25,000.00	-\$25,000.00	\$0.00	\$25,000.00	500



Use the  icon to add or remove columns from the report. Changes to columns are saved as user preferences for future viewing of the report.



Use the  icon when viewing posted transactions for additional filtering of transactions to view on the page. Filters are not saved as user preference for future viewing of the report.

### Advanced Filters

Filter By Security

CUSIP - Security Nam...
<input type="checkbox"/> 0019579LB - A T & T...
<input type="checkbox"/> 001957AG4 - A T & T...
<input type="checkbox"/> 016001992 - ALRA SY...
<input type="checkbox"/> 166751XX0 - CHEVRO...
<input type="checkbox"/> 166751107 - CHEVRO...

Filter By Trans. Codes

Code - Desc.
<input type="checkbox"/> ACCRUED INT - ACCR...
<input type="checkbox"/> BUY - BUY
<input type="checkbox"/> CASH RCVD - CASH R...
<input type="checkbox"/> DISBURSEMENT - DIS...
<input type="checkbox"/> INTEREST RCVD - INT...

Cash Amount:  Unit:

The Filter By Security and Filter By Trans Codes options change based on posted transactions for the Date Range chosen.

Options for further selection can be used individually or in combination.

- Select a specific CUSIP to view posted transactions for that security during the time period.

- Select a specific Transaction to view only those posted transactions during the time period.
- Choose a specific Cash Amount that you might be looking for.
- Choose a specific Unit Amount that you might be looking for.

## Holdings

Holdings 1015002363 - SARAH BENNETT

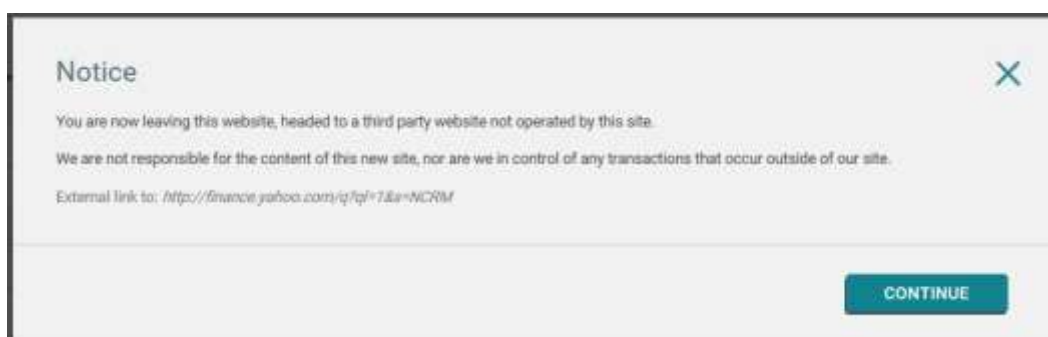
Group By: Investment Category As Of Date: 07/12/2017 View: Settlement Date

Replica Settings Email Export Print

Ticker	CUSIP	Description	Quantity	Cost	Market Value...	Unrealized G/L
		Cash	0	\$0.00	\$0.00	\$0.00
		CASH		\$0.14	\$0.14	\$0.00
		TOTAL FOR Cash		\$0.14	\$0.14	\$0.00
		Cash and Equivalents	0	\$0.00	\$0.00	\$0.00
NCRM	638598741	NATIONS CASH RESERVE MONEY MA.	361,687.88	\$361,687.88	\$361,687.88	\$0.00
		TOTAL FOR Cash and Equivalents		\$361,687.88	\$361,687.88	\$0.00
		TOTAL FOR ALL ASSETS		\$361,688.02	\$361,688.02	\$0.00

- Use the Drop Down arrow to select further Group By of Security Name, Industry Sector, or Sector within Investment Category.
- Use the Calendar Look up to select an earlier as-of-date.
- Choose the View of Settlement Date or Trade Date.

Click on the Ticker to obtain Price and other details of that asset. The following notice appears to let you know that you are leaving the Weblink site:



Click on the Asset Description to drill down to the Asset, lot detail level:

Tax Lot Details

Email

Export

Print

X

Description:

NATIONS CASH RESERVE MONEY  
MARKET INV FUND #001

Price:

\$1.00

Total Market Value:

\$361,687.88

Price Date:

06/30/1999

No Tax Lots Available

## Tax Lots

Description	Tax Lot #	Market Value	Acquired
<b>ADELANTO CA, PUBLIC FINANCING AUTHORITY LOCAL AGENCY REVENUE SERIES B REFUND BOND 8.4...</b>			
ADELANTO CA, PUBLIC FINANCING AUTHORITY LOCAL AGENCY REVENUE SERIES B REFUND BOND 8.4...	1	\$997.61	03/31/2013
<b>COMBINED LOT TOTAL</b>		\$997.61	
<b>ARM AMRO BK N V CHICAGO BRCH USS BINT 9.25% 05/15/2020</b>			
ARM AMRO BK N V CHICAGO BRCH USS BINT 9.25% 05/15/2020	1	\$10.58	12/12/2016
ARM AMRO BK N V CHICAGO BRCH USS BINT 9.25% 05/15/2020	2	\$105.75	12/22/2016
<b>COMBINED LOT TOTAL</b>		\$116.33	
<b>ALLIANCE FINANCE CORPORATION BOND ISSUE NAME NAME 3 01/2027 57.05% 04/04/2029...</b>			
ALLIANCE FINANCE CORPORATION BOND ISSUE NAME NAME 3 01/2027 57.05% 04/04/2029...	1	\$1,994.98	10/05/2015
<b>COMBINED LOT TOTAL</b>		\$1,994.98	

For each holding, the Asset description appears in bold, along with the Lot Total. The Tax Lot # displays the specific information for each lot of the asset.

## Gain/Loss

View this page to see year to date Short Term and Long Term Gain\Loss report.

The Date selection defaults as beginning of calendar year for From Date and current system date for To Date. You can adjust the dates to review a different time frame.

Description	Date Sold	Sale Proceeds	Investment Cost Basis	Gain/Loss
<b>Short Term Gain/Loss</b>				
Total of Short Term Gain/Loss		\$0.00	\$0.00	\$0.00
<b>Long Term Gain/Loss</b>				
ABBOTT LABS	01/30/2017	\$624.98	\$500.00	\$124.98
Total of ABBOTT LABS		\$624.98	\$500.00	\$124.98
UNITED STATES TREASURY BILL 08/20/2012	01/30/2017	\$10,100.00	\$9,975.00	\$125.00
Total of UNITED STATES TREASURY BILL		\$10,100.00	\$9,975.00	\$125.00
Total of Long Term Gain/Loss		\$10,724.98	\$10,475.00	\$249.98

Short Term Gain/Loss amounts display first, followed by Long Term Gain/Loss amounts.

## Accounts

Account List		Cash	Market Value	Cost
Single Accounts	1072	\$451,838,248.39	\$4,966,030,353.38	\$4,468,728,169.03
Account Groups	6	\$0.00	\$0.00	\$0.00
Consolidated Accounts	17	\$19,780,187.11	\$22,105,106.72	\$19,781,244.43

Name	Account Number	Market Value	Cash	Cost	Investment Officer...	Administrative Off...
ZACN26	1010000266	\$379,828.59	\$7,572.67	\$326,664.53	OFFICER CODE 1030	OFFICER CODE 6011
IACN87	1010000874	\$9,179,745.92	\$993,693.27	\$7,001,833.51	OFFICER CODE 2012	OFFICER CODE 1007

- Presents Single Accounts, Account Groups and Consolidated Accounts
- Shows total number of Accounts you have access to, next to Account List
- Displays Summary at the top of Cash, Market Value and Cost
- Detail listing of Accounts in order of Central Accounts, Group Accounts and then Master Accounts

## Cash Projection

The default for this page is 7 Days to Project and Summary View. You can select up to 99 days to project.

Date	Transaction Description	Income Cash	Principal Cash	Total Cash
	CURRENT CASH AND LIQUID ASSETS	\$187,612.22	\$939,276.27	\$1,126,888.49
	PURCHASES	\$0.00	-\$70,000.00	-\$70,000.00
	Projected Cash and Liquid Assets	\$187,612.22	\$869,276.27	\$1,056,888.49

## Detail View

▼	Date	Transaction Description	Income Cash	Principal Cash	Total Cash
▼	CURRENT CASH AND LIQUID ASSETS				
	07/12/2017	CURRENT CASH	\$187,612.22	-\$37,611.73	\$150,000.49
	07/12/2017	FEDERATED OBLIGATIONS U.S. GOVERNMENT SECUR...	\$0.00	\$876,888.00	\$876,888.00
	07/12/2017	FIS MONEY MARKET FUND	\$0.00	\$100,000.00	\$100,000.00
	07/12/2017	TOTAL CASH AND LIQUID ASSETS	\$187,612.22	\$939,276.27	\$1,126,888.49
▼	PURCHASES				
	07/13/2017	BUY 07/11/2017 1,000 SHS AGL RESOURCES COMM...	\$0.00	-\$40,000.00	-\$40,000.00
	07/14/2017	BUY 07/12/2017 500 SHS MINNESOTA MINING & MA...	\$0.00	-\$25,000.00	-\$25,000.00
	07/18/2017	Projected PURCHASES Total	\$0.00	-\$70,000.00	-\$70,000.00

## File Download

Clicking on the File Download Tab first allows for selection of a Format or a Saved Template.

File Download

Select Format      Or Select A Saved Template

- Excel
- Comma Delimited
- Semi-Colon Delimited
- Tab Delimited
- Fixed Length
- Quicken



After selecting a format, additional criteria appears for you to complete the file download request.

The screenshot shows the 'File Download' section of the application. It features a top navigation bar with various menu items. Below the navigation bar, the 'File Download' title is displayed. The interface includes two main sections: 'Format' and 'Data To Export'. The 'Format' section has a dropdown menu currently set to 'Excel'. The 'Data To Export' section has a dropdown menu currently set to 'Trade Date'. To the right of these sections, there is a 'Saved Templates' section with a dropdown menu labeled 'Or Select A Saved Template'. At the bottom right of the interface, there are two buttons: 'SAVE AS TEMPLATE' and 'DOWNLOAD'.

Once the Data to Export and View options are defined, criteria for the specific data export and account list become available for selection.

This screenshot shows the 'File Download' interface with more detailed selection options. The 'Export' dropdown is set to 'Holdings', the 'View' dropdown is set to 'Trade Date', and the 'Date' dropdown is set to '07/12/2017'. The interface is divided into several sections: 'Available Data Elements' on the left, 'Selected Data Elements' on the right, and 'Accounts To Download' at the bottom. The 'Available Data Elements' section lists 'Last Price Time', '% of Total', '% of Category', 'Account Number', and 'Interest Rate'. The 'Selected Data Elements' section lists 'Ticker Symbol', 'CUSIP', and 'Market Value'. The 'Accounts To Download' section shows a search bar and a list of accounts, with one account '1010000062 - BILL P. ARRON' visible. A blue arrow points to the scroll bar on the right side of the 'Selected Data Elements' section, indicating that users can scroll to see more options.

If necessary, use the scroll bars to see additional data elements and accounts to choose from.

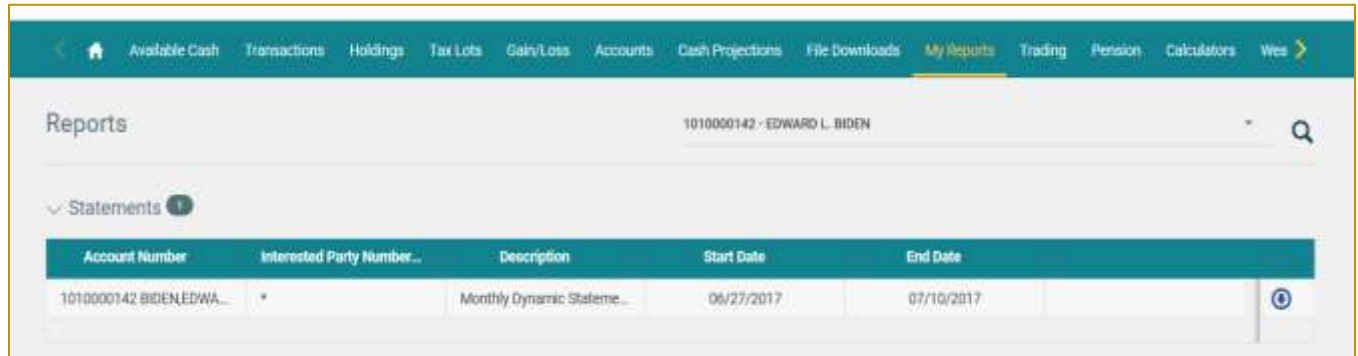
The screenshot shows the 'File Download' section of a web application. At the top is a navigation bar with links: Available Cash, Transactions, Holdings, Tax Lots, Gain/Loss, Accounts, Cash Projections, File Downloads (highlighted), My Reports, Trading, Pension, Calculators, and Web. Below the navigation bar, the 'File Download' title is followed by a search bar containing '1015002327 - SUNGARD BANK and TRUST TTEE'. To the right of the search bar is a date range selector. Below the search bar is an 'Include' section with three checkboxes: 'Column headings' (checked), 'Column totals where applicable' (unchecked), and 'Account number and name' (checked). At the bottom right of the interface are two buttons: 'SAVE AS TEMPLATE' and 'DOWNLOAD'. A vertical scroll bar is visible on the right side of the main content area.

Use the right side, scroll bar to select additional items to include in your download for:

- Column headings
- Column totals where applicable
- Account number and name

Then Save as Template for future use or select Download.

## My Reports



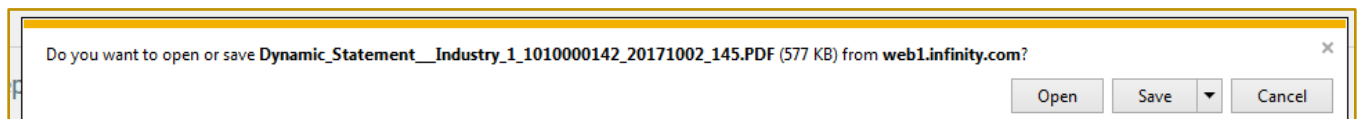
If you are receiving account statements from your, use the My Reports menu tab to view. Here you can view your statement on-line or download and save your statement.

The Web Statements generated for your account(s) display by date range.

To view your Web Statements, you must have Adobe Acrobat Reader installed on your computer.



Allows you to download your statement\report. The following option appears for you to choose to view your statement from the current session or save it.



Sungard Bank And Trust, North Br  
1 Memorial Drive  
Cambridge, Ma 02142



Sungard Asset Management Systems  
1234 Great Oaks Way  
Alpharetta, Ga 30221

### Account Statement

October 01, 2006 To October 31, 2006

Account Name: SANTOS, JUAN  
Account Number: 1010000026

Administrator: Client Relations Manager  
303-999-9998  
Relations.Manager@gmail.com

Investment Officer: Barbara Spaulk  
867-888-6767  
barbara.spaulk@gmail.com

### For Your Information

Please Refer All Questions To Your Account Administrator.

### Diversification Summary

	Tax Cost	Market Value	Percent
CASH & CASH EQUIVALENTS	891,008.39	891,008.39	30.9%
EQUITIES	143,723.49	202,443.13	7.0%
FIXED	47,521.50	50,163.20	1.7%
MUTUAL FUNDS	202,021.63	1,636,685.17	56.9%
REAL ESTATE / MINERALS	100,500.00	100,500.00	3.5%
SUNDRY	100,001.00	2.00	0.0%
<b>Total Assets</b>	<b>1,486,776.03</b>	<b>2,880,801.89</b>	<b>100.0%</b>
Accrued Income			
Fixed Income Securities	1,084.55	1,084.55	
Cash And Equivalents	2,529.84	2,529.84	
Other	495.72	495.72	
<b>Total Accrued Income</b>	<b>4,110.11</b>	<b>4,110.11</b>	
<b>Total Assets &amp; Accruals</b>	<b>1,490,886.14</b>	<b>2,884,912.00</b>	
Beginning Market Value	2,884,639.72		
Ending Market Value	2,884,912.00		



Please contact your Relationship Officer with any questions.