

GETTING STARTED

1. Search and download the **AccessMyPortfolio** app from your App Store (iOS and Android supported). Once downloaded, open the app and the login page will display.
2. Enter your **user ID** and **password** in the **user name** and **password** fields. Select **continue**.
3. Enter the **one time password** into your mobile device to verify that the device is yours. This **one time password** will be sent to your registered email address with AccessMyPortfolio.com.
4. For faster and easier login in the future, do one of the following:
 - › Enter a 4 digit pin
 - › Enable Touch ID (if your device permits)
 - › Enable Face ID (if your device permits)

QUICK REFERENCE

For your ongoing use of AccessMyPortfolio, read more about each section below:

1. Navigation

2. Dashboard

- › Summary of account information (Market Values, RMD, Cash Access Accounts, How My Money Is Invested)

3. Analytics

- › How My Money Is Invested
- › My Investments Value Over Time
- › Investment Performance

4. My Accounts

- › Transactions
- › Investments
- › Cash Access Accounts

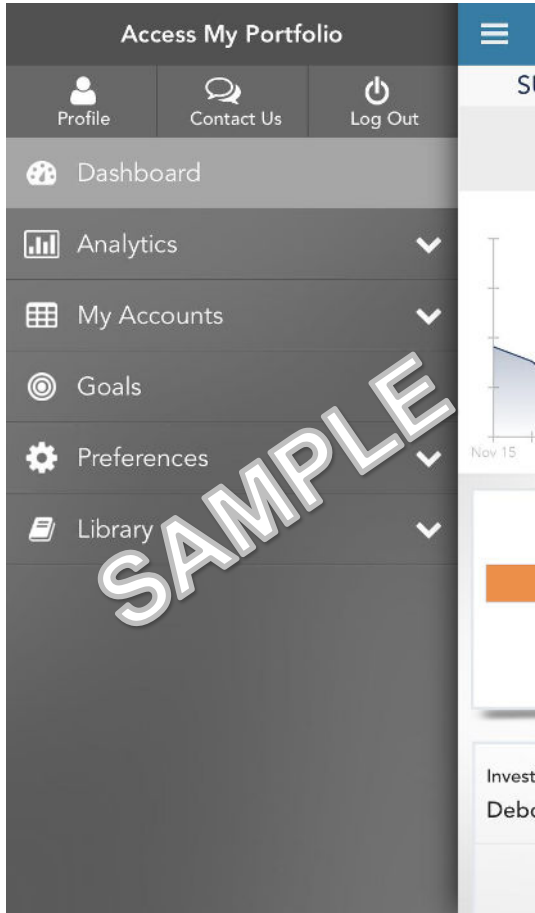
5. Goals

6. Preferences

7. Library

1. Navigation

The **Main Menu** icon at the top left of the page allows you to navigate throughout the application. From here you will be able to access the **Dashboard**, **Analytics**, **My Accounts**, **Goals**, **Preferences** and **Library** pages. You will also be able to view your profile, the contact us information and log out button.



2. Dashboard

The **Dashboard** is the first page that is viewed after logging in. It provides a summary of account details within the app, such as:

- > Investment Value Over Time
- > RMD Information (If applicable)
- > Cash Access Checking Account (If applicable)
- > Linked Accounts (Accounts that you have access to, but are not an owner)
- > How My Money Is Invested

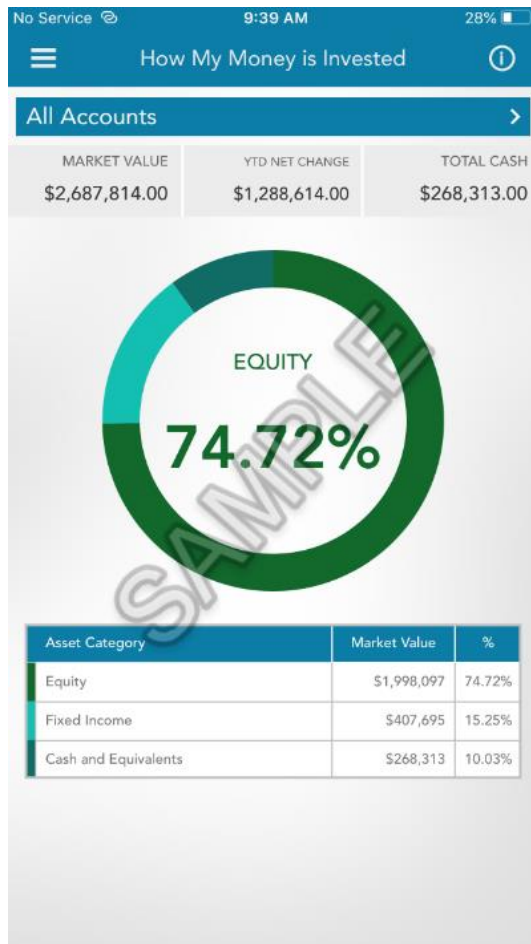


3. Analytics

The **Analytics** page provides details about your investments:

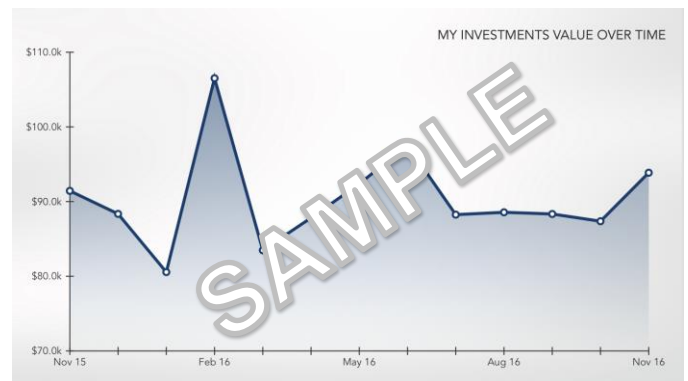
- > How My Money Is Invested
- > My Investments Value Over Time
- > Investment Performance

How My Money Is Invested will show you your market value, YTD net change, total cash as well as a breakdown of what asset categories you are invested in. You are able to view all of your accounts or a single account by pressing the account selector at the top of the screen.



My Investments Value over Time provides a graph of historical market values of your accounts. You are able to view all of your accounts or a single account by pressing the account selector at the top of the screen.

For a larger view of the chart, rotate your phone horizontally.



Investment Performance will show you your portfolio's performance as of your last month end performance return. This will be updated approximately ten business days after month end. For a more extended view, rotate your phone horizontally.

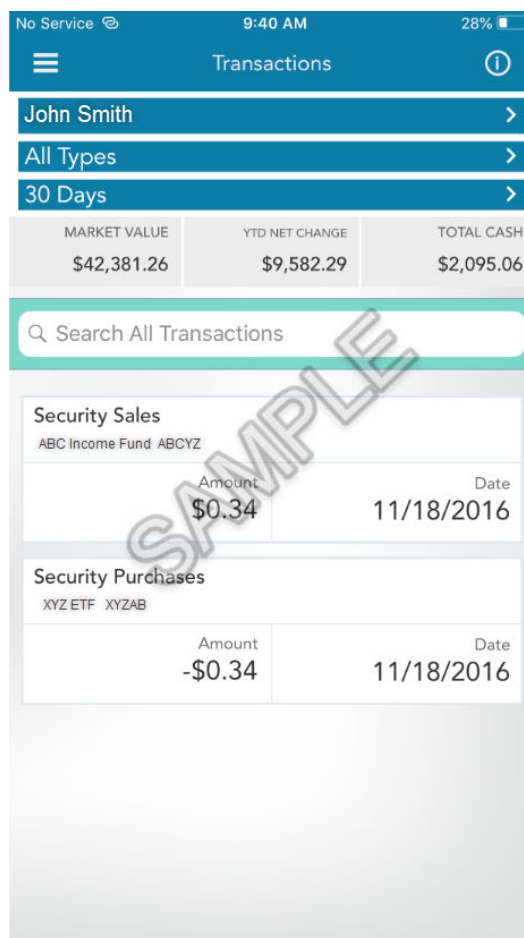


4. My Accounts

The **My Accounts** menu will provide details of various account activities including:

- > Transactions
- > Investments
- > Cash Access Accounts

Transactions provide a summarized view of the transactions on your account(s). To change the account you are viewing, the types of transactions or time period, you can use the filter dropdowns at the top of the screen. You can also search for a transaction in the list by typing in the search box under the filters. For a more extended view, rotate your phone horizontally.



Activity Description	Activity Date	Activity Type	Units @ Price	Am
ABC Income Fund ABCYZ	11/18/2016	Security Sales	-0.34 @ \$1.00	
XYZ ETF XYZAB	11/18/2016	Security Purchases	0.34 @ \$1.00	

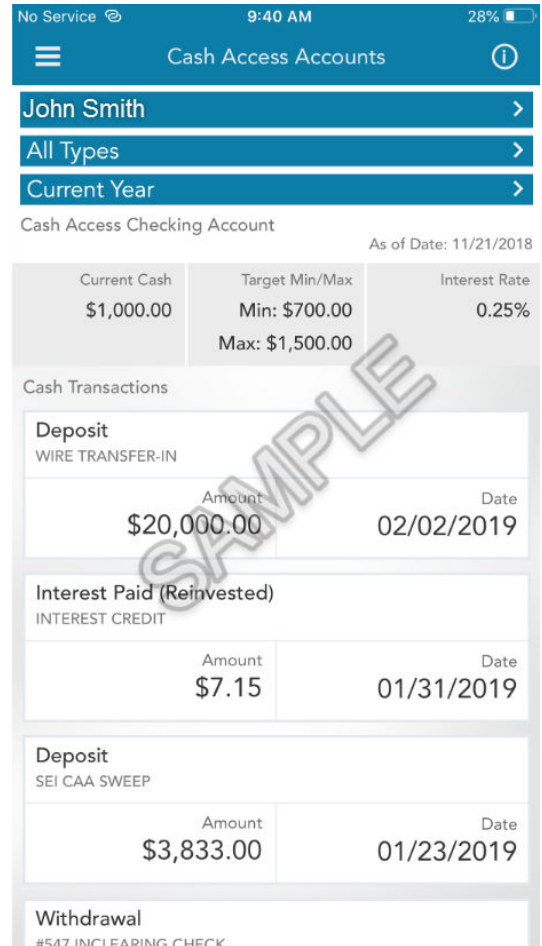
The **Investments** page displays the asset held within your accounts. You can view all of your accounts, or a single account by choosing an option in the account selector. For a more detailed view of your investments, rotate your phone horizontally.



Asset Name	Investment Category	Asset Identifier	Units	Price	Market Val
ABC Fund	Equity	AXBXC	0	\$58.72	\$2
123 Investment ETF	Equity	1X2X3	0	\$36.17	\$3
XYZ ETF	Equity	XXYZ	0	\$138.31	\$3
Money Market Fund	Cash and Equivalents	MXMK	0	\$1.00	\$2
DEFG Fund	Equity	XDEFG	0	\$226.51	\$30

The **Cash Access Accounts** page will give you details into your linked cash access account or Securities Backed Line of Credit if you have one.

Details for cash access accounts include current cash amount, target minimum and maximum and interest rate. You will also be able to access transactions for the cash access account. You can use the filter drop downs at the top of the page to change accounts, transaction types and date range. For a more extended view, rotate your phone horizontally.



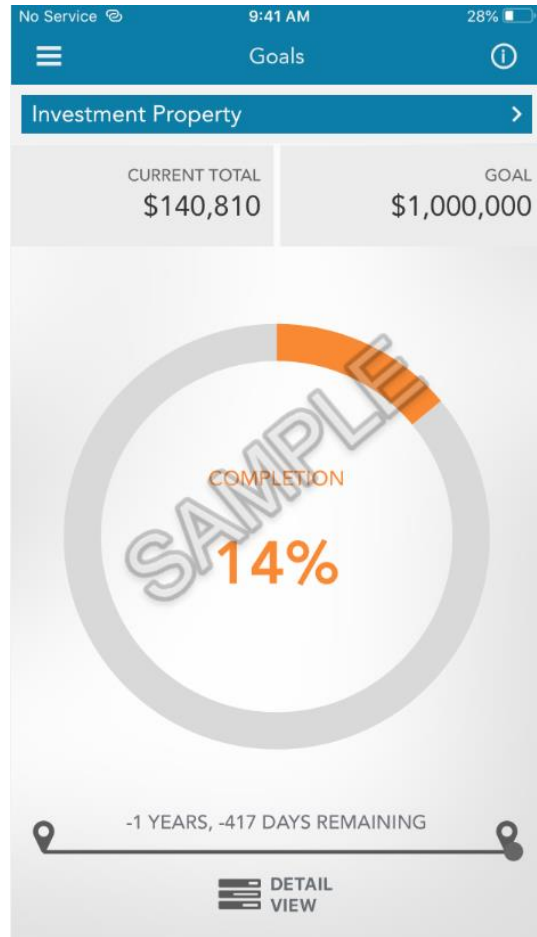
Transaction Type	Transaction Posting Date	Transaction Description	Transaction Amount
Deposit	02/02/2019	WIRE TRANSFER-IN	\$20,000.00
Interest Paid (Reinvested)	01/31/2019	INTEREST CREDIT	\$7.15
Deposit	01/23/2019	SEI CAA SWEEP	\$3,833.00
Withdrawal	01/22/2019	#547 INCLEARING CHECK	-\$1,400.00

Details for Securities Backed Line of Credit accounts include commitment amount, used amount and interest rate. You can change the SBLOC account being viewed by choosing the account selector at the top of the page.



5. Goals

The **Goals** page will provide a summary of your progress towards goals if they are assigned to any of your investment accounts. If you have multiple goals, you can switch between goals using the goal selector dropdown at the top of the page.



Click on the **Detailed View** to see each goal individually. The Detailed View displays the list of accounts and portfolios that make up the goal, any additions and withdraws made and the goal initial funding. For a more detailed view, rotate your phone horizontally.

(Goals continued)



6. Preferences

The **Preferences** menu will allow you to select settings for viewing your accounts. Here, you can choose to hide or show linked accounts in your views.

7. Library

The **Library** provides the sites disclaimer as well as a glossary of terms used within the AccessMyPortfolio.com application.

Accounts	Value Allocated to Goal	YTD Change	Beginning Balance	Addition (YTD)
David Gardner IA	\$42,684.66	\$4,659.99	\$39,465.00	\$

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Services provided by SEI Investments Management Corporation (SIMC) and SEI Global Services, Inc. (SGS). Custody services provided by SEI Private Trust Company (SPTC), a federally chartered limited purpose savings association. SIMC, SGS and SPTC are wholly owned subsidiaries of SEI.

Investment accounts are custodied at SPTC. All Cash Access Account deposit and credit products are offered by, and any accounts opened in connection with such products will be held by, The Bancorp Bank, a state-chartered bank which is unaffiliated with SEI Investments Company. Deposit accounts are maintained by The Bancorp Bank. They are FDIC insured up to \$250,000. Other accounts that you have at The Bancorp Bank may impact your coverage. Visit www.fdic.gov for coverage details.

Cash Access Account and SBLOC services are subject to Firm and or Firm's Home Office approval.

Neither SEI nor its subsidiaries are affiliated with your financial advisor.