NEW CLIENT REPORTING

How To/What's Changed Guide

As part of our commitment to powering you through OneAnswer, we're pleased to deliver new OneAnswer client reporting functionality, in a format that is valuable to you, support staff and your clients.

Reports will bring your client review meetings to life while streamlining your client management processes.

Our new client reporting will:

- provide you with the tools, information and support to increase the value of your advice and service
- provide an enhanced user experience for clients during review meetings
- present meaningful reports in a contemporary, user-friendly template and layout
- be 'Client Review Meeting' ready.

Read This Handy 'How To/What's Changed' Guide To Learn More About New Client Reports

About client reports

Client reports help you with the ongoing review and management of your client's investments by providing a snapshot of a client's portfolio at a particular point in time. These reports can be run as required, or set up to run on a regular basis. You can also run more than one report at a time (e.g. for a husband and wife).

What has changed in the new client reporting?

- New look and feel
- Reduced number of pages
- Graphical representations bring the report to life (e.g. fund composition, investment balance chart, account movement graph)
- Rate of Return report
- Centrelink schedule.

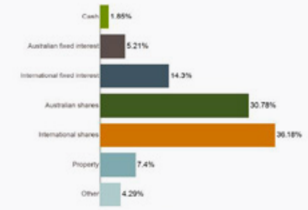
Policy Snapshot

Fund Composition

Investment fund	Current units	Unit price ($)	Unit price date	Account balance	Account split
Vanguard Growth Index	23,375.228	1.6112	10/08/2017	$37,662.17	30.32%
Platinum International	6,175.206	2.1569	09/08/2017	$13,319.30	10.72%
Vanguard International Shares Index	7,013.333	1.8420	10/08/2017	$12,918.56	10.40%
Vanguard Australian Shares Index	6,768.581	1.8506	10/08/2017	$12,527.29	10.09%
OnePath Select Leaders	3,520.942	3.2410	10/08/2017	$11,411.37	9.19%
Kapstream Absolute Return Income	7,812.006	1.2204	28/04/2016	$9,533.77	7.68%
Arrowstreet Global Equity (Hedged)	4,935.437	1.6602	09/08/2017	$8,193.81	6.60%
OnePath Global Property Securities Index	4,375.676	1.3538	10/08/2017	$5,923.79	4.77%
OnePath Alternatives Growth	3,597.305	1.4811	09/08/2017	$5,327.97	4.29%
BT Smaller Companies	1,294.966	2.9305	28/04/2016	$3,794.90	3.06%
OnePath Diversified Fixed Interest	1,416.145	2.4978	10/08/2017	$3,534.75	2.85%
ANZ Cash Advantage	N/A	N/A	N/A	$53.58	0.04%
Product Total*				**$124,201.26**	**100.00%**

*Excludes fees and charges. For balance including fees & charges, see Account Movements.

Asset Allocation



Asset class	Amount ($)
Cash	$2,293.26
Australian fixed interest	$6,466.24
International fixed interest	$17,761.42
Australian shares	$38,226.53
International shares	$44,939.76
Property	$9,186.08
Other	$5,327.97
Total	$124,201.26

Investment fund	Investment Value	Cash	Aus Fix Int	Intl Fix Int	Aus shares	Intl shares	Property	Other	Total
ANZ Cash Advantage	$53.58	0.04%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.04%
Arrowstreet Global Equity (Hedged)	$8,193.81	0.13%	0.00%	0.00%	0.00%	6.47%	0.00%	0.00%	6.60%
BT Smaller Companies	$3,794.90	0.11%	0.00%	0.00%	2.95%	0.00%	0.00%	0.00%	3.06%
Kapstream Absolute Return Income	$9,533.77	0.17%	0.00%	7.51%	0.00%	0.00%	0.00%	0.00%	7.68%
OnePath Alternatives Growth	$5,327.97	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	4.29%	4.29%
OnePath Diversified Fixed Interest	$3,534.75	0.00%	1.54%	1.31%	0.00%	0.00%	0.00%	0.00%	2.85%
OnePath Global Property Securities Index	$5,923.79	0.04%	0.00%	0.00%	0.00%	0.00%	4.73%	0.00%	4.77%
OnePath Select Leaders	$11,411.37	0.58%	0.00%	0.00%	8.43%	0.00%	0.18%	0.00%	9.19%
Platinum International	$13,319.30	0.78%	0.00%	0.00%	0.00%	9.95%	0.00%	0.00%	10.72%
Vanguard Australian Shares Index	$12,527.29	0.00%	0.00%	0.00%	10.09%	0.00%	0.00%	0.00%	10.09%
Vanguard Growth Index	$37,662.17	0.00%	3.67%	5.49%	9.31%	9.37%	2.49%	0.00%	30.32%
Vanguard International Shares Index	$12,918.56	0.00%	0.00%	0.00%	0.00%	10.40%	0.00%	0.00%	10.40%
Total	$124,201.26	1.85%	5.21%	14.30%	30.78%	36.18%	7.40%	4.29%	100.00%

What client reporting options are available?

The following client report options are available:

- Portfolio composition
- Policy snapshot (Policy snapshot reports are not available for some Annuity products)
- Asset allocation
- Rate of return (Rate of return report is only available for OneAnswer products)
- Account movement
- Policy details (Policy details reports are not available for some products)
- Centrelink schedule (Centrelink schedules are not applicable for some products)
- Transaction history
- Account performance (Account performance report is only available for OneAnswer products).

OnePath

How have we streamlined the reporting process?

Based on an analysis of usage rates and adviser feedback the following reports are no longer available. Instead, all of the data contained in these reports has been incorporated in the new client report package. Streamlining the process means you can access the information you need in one convenient place.

- Account valuation report
- OneAnswer net wealth position
- Account management snapshot.

In addition, we have reduced the underlying Asset allocation and performance data within the reports.

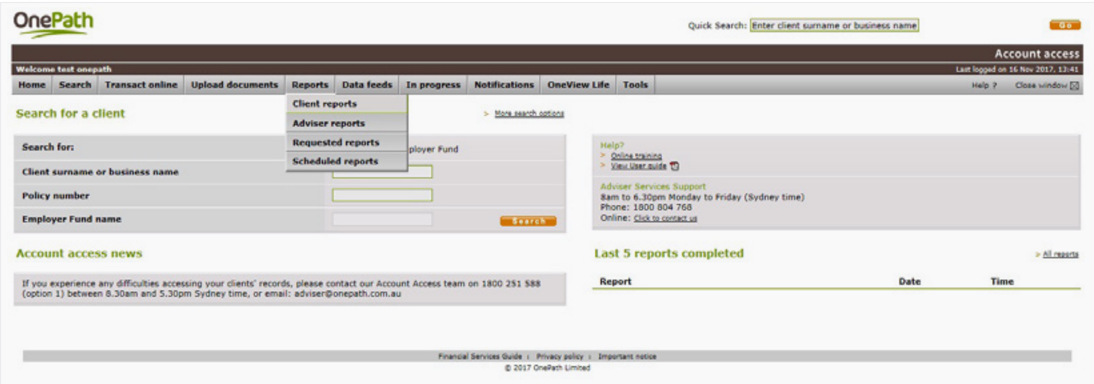
Are there any other changes to the client reporting?

Yes. Due to low usage, the email notification function has been removed.

Accessing the new client reports

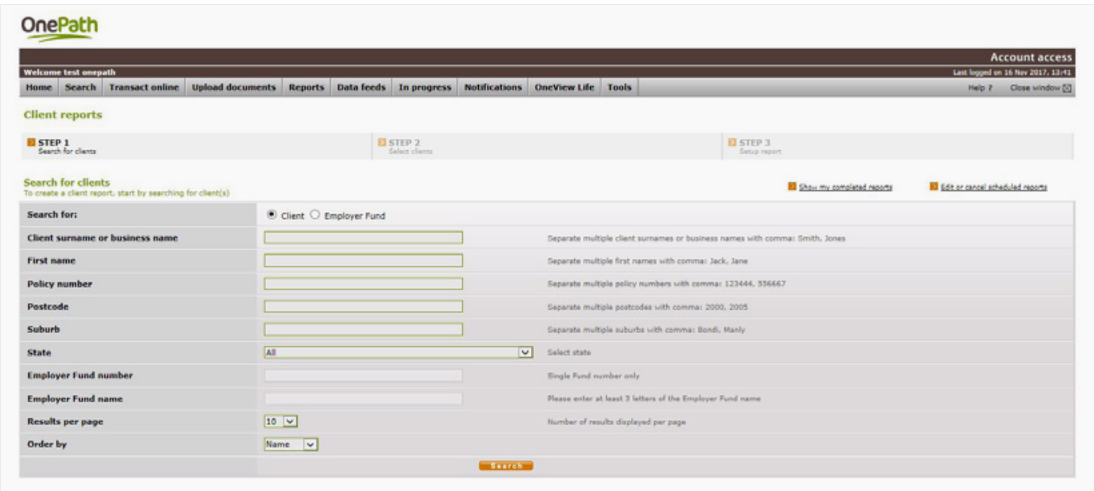
There is no change to the location of the new client reports. To begin a client report, click 'Reports > Client reports' from the menu bar.

From here you can run a client report in three simple steps.



Step 1 – Search for your clients

Search for the client/s you want to produce reports for run by entering your criteria in the Search fields provided.

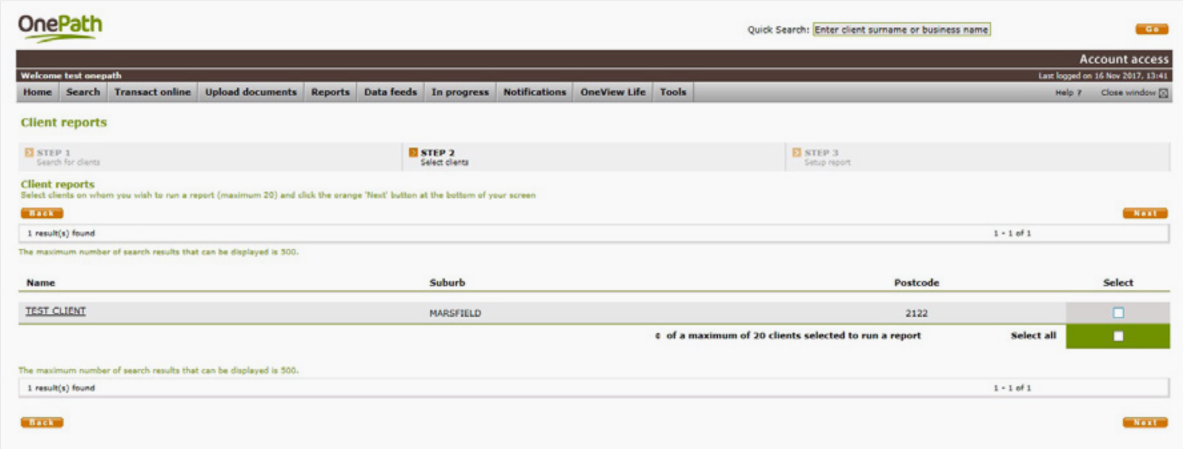


When using more than one criteria within a field, e.g. multiple postcodes, separate each entry with a comma.

Once you have entered your search criteria, click 'Search'.

Step 2 – Select your clients

The search results page will list all clients that matched your search criteria.



Select the clients you wish to run a report for by clicking in the grey boxes under the 'Select' column on the right hand side of the page.

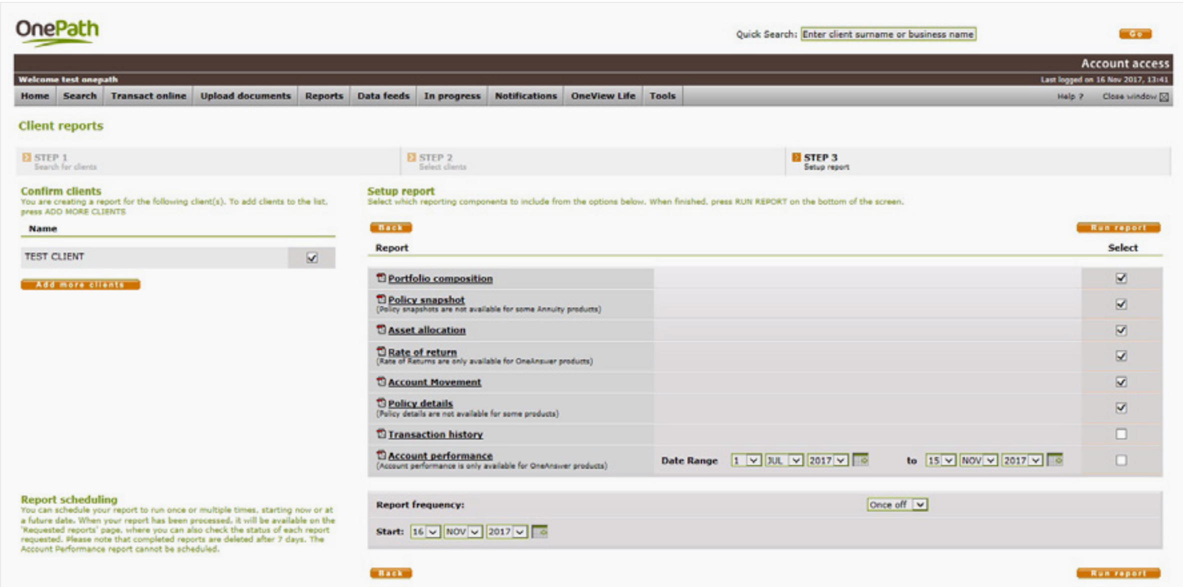
To select all clients, click the 'Select all' green box.

Once you have selected the clients for whom you would like a report, click 'Next'.

Please note: You may only request a maximum of 20 clients per report run.

Step 3 – Select the required report options and the frequency of the report

Confirm the clients you have chosen for the report run by checking the list of names on the far left hand side of the screen.



You can add further clients by clicking 'Add more clients'.

This will take you back to the client search page where you can re-select the client criteria for your report run.

The clients you originally selected will remain in your selected list.

Choose the sections you want to include in the report by clicking the corresponding grey boxes under the 'Select' column on the far right hand side of the screen.

Select the date range for the Account performance (if required).

To view a PDF sample of each report section (e.g. portfolio composition), click on the name of each report section.

Report Scheduling

Report scheduling allows you to decide how often you would like to receive a report.

Select from the drop down menu to choose the frequency you require for your report. You can choose to have your report run only once, monthly, quarterly or annually.

Note: Report scheduling is not available for the Account Performance report.

If you choose to receive your report on a regular basis, you can also select the number of times you wish to receive the report by typing into the box provided e.g. you can choose to receive a monthly report for four months.

Select the start date you want your report run to begin by clicking on the drop down calendar menus, or by clicking the 'calendar' icon. Your report cycle will begin from the date you choose.

Once you have completed all details on this page, click 'Run report'.

The report confirmation page outlines details of the report you have requested including the type of report and report frequency.

Note: Exception messages may appear for the Account Performance report where the date range selected is not valid.

Client reports can be requested for an individual client at any time by selecting the 'Create report' link on the 'Account details', 'Policy snapshot', 'Policy details' or 'Transaction history' pages.

Note: You can request up to 100 reports every seven days. If you have requested a report and it has not completed, you may have requested more than 100 reports in the last seven days. Completed reports are automatically deleted after seven days.

FOR MORE INFORMATION

Speak With Your OnePath Business Development Manager or for Training please email advisertraining@onepath.com.au