



Investor Quick Start User Guide


SMARTfund Platform

February 2010

Contents

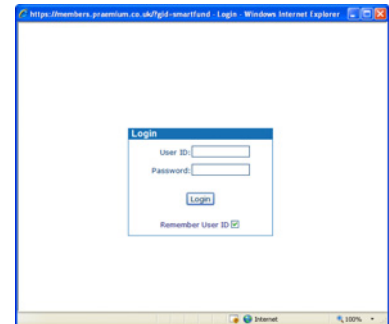
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Logging in

To access your Investment Account, you must log in to SMARTfund's secure site. You can do this via the  button on www.smartfund.co.uk or from the login button on your Adviser's website if available; your Adviser should provide details of from where you should login.

From this page, you can log in using your unique User ID and Password. These details will have been emailed to you when your investment into the SMARTfund was first received.

The first time you log in, you will be asked to change your password. As this password will give you access to your client account, it is important that you keep this password safe and not share it with anyone.



Enter Current Password:

Enter New Password:

Confirm New Password:

Once inside the platform you can hover over the title menus and a list of options appears. Click on the option required and you will be taken to that screen.

Navigating the secure site

By rolling your mouse over the navigation bar at the top of the screen, you will be able to see the different functions you can access on the platform.

When you first log in, you will be taken to the 'Main' screen where you can see your investor account as well as the proportion account for your SMARTfund(s).

Please remember that the Proportion account is a notional memorandum account maintained in accordance with the Trust Deed for each Class of Unit and used for the purpose of calculating the Unit price for that Class. Essentially, it allows the Adviser and Investor to view a detailed breakdown of the holdings in each SMARTfund. The Investor can therefore see their investor account as well as the proportion account for each SMARTfund in which they are invested.

Main Logout Back Maintenance SMARTfund Portfolio Details Trading Activity Print Reports Feedback										
User: Investor Level 1		Portfolio: <input type="text"/>								
Portfolio Search -->		Port. Name/ID: *		Owner:		Product: All		Location: All		Team: All
Select	Portfolio ID	Portfolio Name	Portfolio Type	Process From Date	As At	Market Value	Status/Role	Access Rights	Owner	
<input type="checkbox"/>	Prod001334	Mr Sample Client	Individual	Inception	13/11/2008	£16,457.94	Active/Other	Read Access	Financial Adviser	
<input type="checkbox"/>	Prod001337	Prod001334 Proportion a/c for Aggressive Fund	Individual	Inception	13/11/2008	£16,457.94	Active/Other	Read Access	Financial Adviser	

Check a Portfolio Valuation

To review the valuation of your portfolio:

1. Select your investor account
2. Go to Portfolio Details > Portfolio Valuation

This screen will show you the summary level view of what you have invested in as well as the gain or loss and estimated yield of this financial year.

Security Code	Description	Quantity	Unit Cost	Adj. Cost	Unit Value	Value	% Value	Gain(Loss)	% Gain	Est. Income	Est. Yield
1000001316	OBDR Aggressive Growth Fund	1	£20,000.00	£20,000.00	£16,457.94	£16,457.94	10.00%	(£3,542.06)	(17.71%)	-	-

To view the underlying securities that form each model you will need to go to the 'Main' page and:-

1. Select the Proportion account for the SMARTfund you wish to review
2. Go to Portfolio Details > Portfolio Valuation

You can now see details of the underlying funds and how they have affected the overall performance of the fund.

Security Code	Price Date	Description	Quantity	Unit Cost	Adj. Cost	Unit Value	Value	% Value	Gain(Loss)	% Gain	Est. Income	Est. Yield
0000216220	10/10/2008	AG Life - Theobalds American Select Growth Fund	2,210.03	£8.075	£1,933.79	£8,801.5	53.6%	(£6,142.26)	(74.8%)	-	-	
0000222702	10/10/2008	AG Reserves - Principals American Stock Fund	1,961.79	£8.19	£1,605.63	£8,028.16	48.9%	(£1,584.47)	(19.4%)	-	-	
0000250430	10/10/2008	EMERSON European Growth-Retail Income (GBP)	117.11	£8.48	£983.71	£712.33	4.3%	(£271.38)	(27.5%)	£8.50	1.0%	
000021682033		Calsonic Investment Fund Management Limited European Retail Class B Accumulation (GBP)	418.27	£3.687	£1,547.05	£3,186.4	19.4%	(£214.28)	(13.8%)	-	-	
00002387819	10/10/2008	Emerging Markets Growth-Retail Class A Accumulation (GBP)	405.29	£2.127	£859.89	£1,704.9	10.4%	(£188.36)	(21.9%)	£8.82	0.9%	
000021881015		Global Fund Managers Limited Emerging Markets Opportunities Retail Accumulation (GBP)	890.27	£1.346	£1,189.27	£3,854.7	23.3%	(£633.50)	(53.3%)	£4.75	0.4%	
000023031209	10/10/2008	EMERSON Personal Income Retail Accumulation (GBP)	97.84	£16.8411	£1,648.80	£1,617.62	9.8%	(£311.42)	(19.0%)	£91.25	4.2%	
000023081118		EMERSON Personal Income Retail Accumulation (GBP)	500.87	£1.7952	£898.88	£1,897.4	11.5%	(£118.52)	(13.2%)	-	-	
000021882034		Global Fund Managers Limited Emerging Markets Opportunities Retail Accumulation (GBP)	389.21	£2.5008	£988.35	£1,234.8	7.5%	(£246.45)	(24.9%)	-	-	
000049101040		Appler Unit Trust Managers Limited European Stock Opportunities Retail Accumulation (GBP)	710.76	£1.859	£1,302.35	£1,515.27	9.2%	(£240.78)	(18.5%)	-	-	
000026881118		Rembrandt Fund Management Limited UK Select Growth Fund Retail Income (GBP)	404.63	£2.4883	£998.75	£1,788.7	10.8%	(£789.96)	(79.1%)	£2.92	0.4%	
0000247071	10/10/2008	Schwab US Small and Mid Cap Retail Income (GBP)	3,801.86	£3.4188	£13,082.08	£3,317.1	20.1%	(£9,764.97)	(74.6%)	-	-	
0000227457	10/10/2008	EMERSON EMERSON FUNDING CO-GBP CLASS (GBP)	12.93	£209.4262	£2,691.38	£1,748.24	10.6%	(£943.14)	(35.0%)	£36.66	1.6%	
00002404		Cash	1,472.11	£1.00	£1,472.10	£1.00	0.01%	-	-	-	-	
NET FEES		NET FEES	(8.46)	£1.00	£1.00	(£8.46)	(0.05%)	(£8.46)	(100.00%)	-	-	

Other reports available under Portfolio Details including:

- Portfolio Performance
- Realised Gains
- Unrealised Gains

Again, you are able to use these reporting tools on either the investor or proportion accounts.

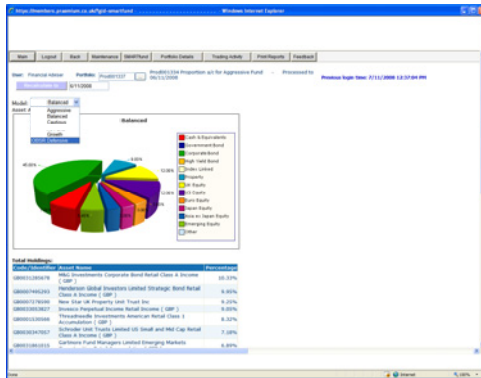
Reports

Asset Allocation Report

To see details of the make-up of your SMARTfund:

1. Go to SMARTfund > Asset Allocation
2. From the dropdown box, select your model

On the screen which appears you can view the Asset Allocation, Fund Holdings and Investment Objective of the Investment Model.



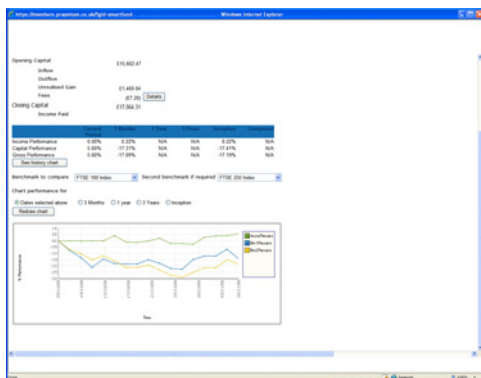
This screen shows the target models provided by the Investment Manager so your own account weightings may differ slightly from what is shown here. To view the more accurate breakdown of your fund please view the Portfolio Valuation reports.

Performance Report

To view the Performance History for your SMARTfund(s):

1. Select the Proportion account for the SMARTfund you wish to review
2. Go to SMARTfund > Performance

From here you are able to track the past performance of each SMARTfund over any specified period since the date of inception.



You can also compare the performance against a selection of benchmarks.

PLEASE NOTE: The graph can only be generated after the investment has been held for 20 days.

Unit Prices

Unit prices for SMARTfunds operate differently to traditional unit trusts. Units in SMARTfund are created and priced uniquely for each Unit Holder and so the unit prices and performance for each investor's portfolio can only be seen by reviewing their own portfolio valuation reports.

For further information on how the unit price is calculated, you should refer to the relevant SMARTfund prospectus.

Logging Out

When you are finished using the system, you should click the log out button on the navigation menu.

You should note that for security reasons, the system will automatically log you out of the system if you have not used it for 20 minutes.

Queries

If you have any queries, please submit an enquiry by clicking on Feedback on the Navigation Bar and filling in your enquiry or please contact your Financial Adviser.

PLEASE NOTE: As the system is updated, the User Guide will be updated to reflect any changes. The latest version of all training manuals will be available on the SMARTfund website - www.smartfund.co.uk.