

September 2016

Liberty Security Groups User Guide

Overview

Security groups allow rules to be set that drive the buying and selling patterns for securities within a model. Groups can also be used to determine investor holdings based on account type, allowing for taxable and non-taxable accounts to have different holdings.

	ERT	Y				Home Bulletins 00
Account number or na	ame or tax ID Sear	ch + Closed Select a l	list 🔻	Back to account list	Create Account	
Analytics	Trading	Client Management	Prospecting Tools	Documents	My Profile	
Blotter Order Queue	Consolidated Asset Mar	agement Models <u>Blo</u>	ock Trading Cross Model	Composite Models	<u>Generate</u> Transfers	

Models

The models page will display a list of all models available to process. Models can be selected for viewing and editing by clicking on the model name.

Searc	h	Search Criteria	Search Include Outside Models				
iewing 7	9 of 79 mod	els				Export d	
ID	Abbrev	Model Name	Select Allocation Method	No Account List 🔻	# Accounts	Status	
3	DOME	DOMESTIC GROWTH FUND A	Select Allocation Method	No Account List 🔻		Unprocessed	
12	OPTI	OPT IMIZED GROWTH STRATEGY	Select Allocation Method	No Account List 🔻	Unprocessed		
22	MODE	MODERATE GROWTH FUND C	Select Allocation Method	No Account List 🔻	Unprocessed		
24	MODE	MODERATE GROWTH PORTFOLIO	Select Allocation Method	No Account List 🔻	Unprocessed		
30	GLOB	GLOBAL GROWTH INVESTMENTS	Select Allocation Method	No Account List 🔻		Unprocessed	
32	DOME	DOMESTIC ALLOCATIONS	Select Allocation Method	No Account List 🔻		Unprocessed	
44	AGGR	AGGRESSIVE GROWTH FUND E	Select Allocation Method	No Account List 🔻	Unprocessed		
49	DYNA	DYNAMIC FUND A	Select Allocation Method	No Account List 🔻	Unprocessed		
52	WORL	WORLD GROWTH STRATEGY B	Select Allocation Method	No Account List 🔻	Unprocessed		
53 INTE INTERNATIONAL INCOME PORTFOLIO		Select Allocation Method 🔻	No Account List 🔻	Unprocessed			
54	WORL WORLD GROWTH FUND		Select Allocation Method	No Account List 🔻	Unprocessed		
55	INTE	INTERNATIONAL INCOME FUND	Select Allocation Method	No Account List 🔻		Unprocessed	
				Cri	eate Model View Mes	sages Reset Process	



Viewing Groups in a Model

When looking at the details of a model, groups will be noted with a yellow icon. To see more details about the group, click on the <u>View Group</u> link.

- A panel to the right of the table will show details about the group, including the market value of the securities within the group.
- Each security that is part of the group will be listed.
- Additional information about that security can be seen by clicking the <u>View</u> <u>Details</u> link.

0.00	0.00%									
iewing 11	Securities					Export d	ata			
Lock*	Symbol	Security Name	Goal %	Deviation %	Current %	Potential %	Group Details			
	CASH	CASH	0.00%	0.00%	0.00%	0.00% View Details	Pending Cash		0.000	
	DG 📄	Domestic Equity Growth	10.00%	5.00%	0.00%	0.00% View Group	Cost Basis		0.000	
	DLC	Domestic Equity Large Cap	10.00%	5.00%	0.00%	0.00% View Group	Market Value		0.000	
		Domestic Equity Mid Cap	10.00%	5.00%	0.00%	0.00% View Group	Potential Marke	et Value	0.00	
	DSC	Domestic Equity Small Cap	10.00%	5.00%	0.00%	0.00% View Group	Symbol	Name		
		Domestic Equity Value	10.00%	5.00%	0.00%	0.00% View Group	FDEGX	FIDELITY GROWTH STRATEGIES FUND RETAIL	<u>View Details</u>	
	FICB	Fixed Income Corporate Bond	10.00%	5.00%	0.00%	0.00% View Group		CLASS		
	FIHYB	Fixed Income High Yield Bond	10.00%	5.00%	0.00%	0.00% View Group	EXTGX	EATON VANCE TAX MANAGED GROWTH FUND 1.2 CLASS A	View Details	
	IE 📄	International Equity	10.00%	5.00%	0.00%	0.00% View Group				
	IEEM 📄	International Equity Emerging Markets	10.00%	5.00%	0.00%	0.00% View Group				
	IE	International Equity	10.00%	5.00%	0.00%	0.00% View Group		GROWTH FOND 1.2 CDASS A		

Creating Security Groups

Security groups can be created when editing a model by clicking the **Create Group** button. A window will pop up, allowing you to enter and save all the details of the security group.

CREATE GROUP					
LOOK UP SECURITY		Group Name:			
Symbol or CUSIP or name	Search				
		Group Abbrev:			
SEARCH RESULTS	GROUP CC				
All Symbol CUSIP Name	All Symbol		Taxable	Buy Sell Order Order	Curr
No records found.	No records	found.			

Group Name - searches for accounts that are not within the target goal percentage defined in the model

Group Abbreviation – A 5 character abbreviation for the security group

Search for securities by entering part of the name or ticker symbol in the **Look Up Security** field.

Click the green plus sign button to add a security to the group

Group Name:	
Group Abbrev:	

t	microsoft		Si
	RCH RES Symbol		Name
2		17313G399	CITIGROUP FDG INC ELKS BASED UPON THE COM STK OF MICROSOFT CORP
0	MSFT	594918104	MICROSOFT CORP
ð		594918AD6	MICROSOFT CORP 5 2% 06/01/2039
0		594918AC8	MICROSOFT CORP NT 4 200% 06/01/2019 8/E 0TD 05/18/2009

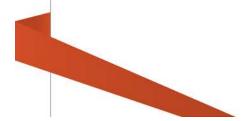
The Group Contents table will show a list of securities in the group. To complete the group, the following must be defined:

Tax Status: Select whether the security should be purchased for taxable, non-taxable or both account types.

Buy Order: Determines the priority for buying securities when processing the model.

Sell Order: Determine the priority for selling the security when processing the model.

GRC	OUP CON	TENTS						
AII O	Symbol	CUSIP	Name	Taxable	Non Taxable	Buy Order	Sell Order	Current %
٢	AAPL	037833100	APPLE COMPUTER INC COM			1	2	
0	MSFT	594918104	MICROSOFT CORP	«		2	þ	



Editing Security Groups

To edit a security group, select the checkbox for the group you want to edit and click the **Edit Group** button. You will have all the same options available as when creating a new group.

Deleting Security Groups

When deleting a security group, all securities within the group will remain in the model. The appropriate allocations need to be entered for each security, keeping the total model allocation at 100%.

