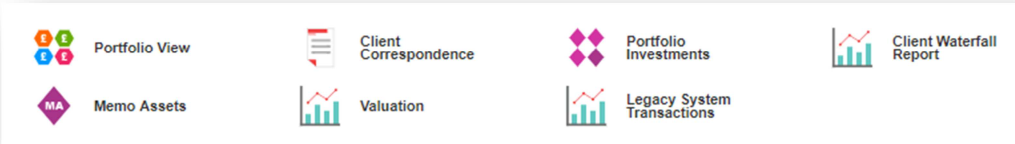
# A guide to reports

## Individual client reporting

To find reports relating to individual client portfolios please see the bottom of the **Client Details Card.**

Here, you can find various reports that will help when reviewing a client's portfolio.



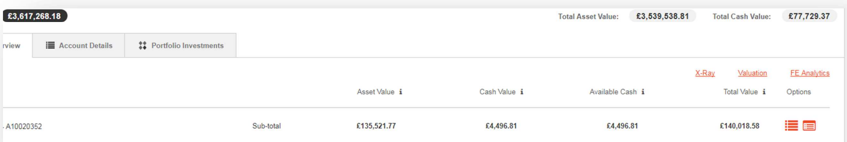

**Client Waterfall Report:** A condensed, one-page report showing the client's asset growth/loss over a specified period of time.

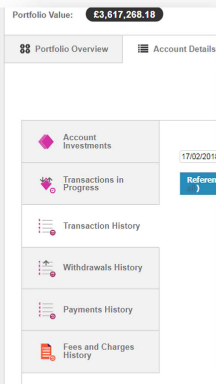
**Memo Assets:** A list of assets currently displayed in the client's portfolio which are not in the custody of IFDL.

**Valuation:** A snapshot of the client's account at this point in time.

**Legacy System Transactions:** If your client was originally setup on the IFDL 'Blue Button' technology (ie the 'old' platform) this report will show a condensed list of historical transactions which took place prior to the migration to the Sonata system (or 'new' platform).

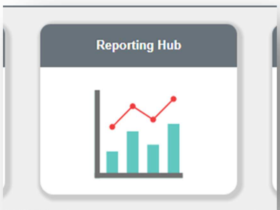
You can also find these reports by opening a client's **Portfolio Investments** view and clicking on the icons to the right of each specific account. These will open the Account Details card in question, from which you can see a new index wit transaction reports for that client.

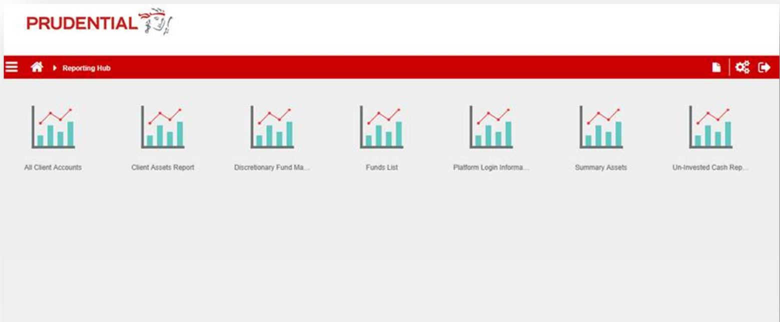


## Reporting for <u>all</u> clients

To view reporting for your whole book of clients, go to **Reporting Hub**.




**All Client Accounts:** All client accounts managed by the Adviser in question.

**Client Assets Report:** All assets held by all clients.

**Discretionary Fund Managers:** All clients who are linked to a DFM model as well as detail on rebalance dates.

**Funds List:** All assets available for purchase.

**Platform Login Information:** Help with your user credentials.

**Summary Assets:** More detail referring to assets held by clients.

**Uninvested Cash Report:** The proportion of clients' accounts which is not currently invested.