

User guide for financial advisers



You can count on us

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### What is the RL360° Fund Centre?

The RL360° Fund Centre is an interactive fund and charting tool available to financial advisers who have registered to use our password protected Online Service Centre within our website at www.rl360.com. You can access data to over 80,000 funds in the marketplace (includes currency and share class options of a fund).

Funds can be viewed at a product level (both new business and closed products). You can look up an individual fund or create tailored lists of several funds using a range of filtering options enabling you to create policy specific or sample portfolio's designed to suit each of your clients requirements. You can then analyse performance on a daily basis or as frequently as required at the click of a button.

The system is easy to navigate around using the on-screen buttons and drop-down filter options.

#### **Drop-down filter options**

Via the single main screen, you have access to a wide variety of fund information using a combination of searches such as:

- Filter by product. Look for funds which are available within our new business and legacy product range allowing you to provide ongoing servicing to both your new and existing client base.
- Filter on a certain fund type (Offshore, Unit Trust/OEIC, Investment Trusts)
- Filter on funds from a specific fund manager
- Filter on funds from a choice of fund sectors (North American, UK Equity etc)
- Filter on funds that have a specified fund size
- Search for funds which have a certain percentage invested in a particular asset class (e.g. 30% in property)
- Search for Hong Kong authorised funds (SFC authorised funds for Hong Kong resident investors)
- Search for funds with a specific FE 'Crown Rating' (fund rating system designed to highlight superior performing funds see page 8 for full explanation of how the ratings system works).
- Search for funds of a specific currency

You can use combinations of the above options to narrow down your search results.

#### FE (Financial Express)

The data within the RL360° Fund Centre is provided by FE, which is an independent data company that specialises in the collection, validation, dissemination and analysis of fund information.

The availability of data within the Fund Centre is subject to FE being able to source and collect this from the relevant external sources, such as fund managers.

Where funds are plotted or ranked against a sector, this is the sector that FE has assigned to the fund, and any ranking such as positioning within the sector will be based on the total number of funds that FE have in their database categorised within the same sector.

### Which RL360° products are available in the Fund Centre?

The table below details our new business and legacy product range, all of which are available in the Fund Centre.

Some of our products have a specified range of funds available to them, therefore when you select one of these products in the *Product* filter, the product can only access the funds displayed.

For our portfolio bond products, Select, Choice and PIMS Flexible the fund options available are much less restrictive as they have an open architecture structure. The funds returned on screen when you choose one of these products in the *Product* filter are those which have been through our asset assessment process, and have been deemed acceptable. It is not possible to display every fund that could be available so if a fund does not appear it does not necessarily mean it is unacceptable, it will be because either the fund has not yet been reviewed and accepted by us, or the fund is not in the FE database and therefore cannot be displayed.

Where we receive a deal request to invest in a fund not previously assessed as acceptable by RL360°, the fund will need to satisfy our internal acceptance requirements before we can confirm it is acceptable - see the relevant product literature for general guidance notes on what type of assets are acceptable.

Product	Product type	Availability	Region available in
PIMS Flexible	Single premium, open architecture	Open to new business	All regions except Hong Kong, Lebanon, UK & US *
PIMS Focused (previously known as PIMS Select)	Single premium, specified fund range	Open to new business	All regions except Hong Kong, Lebanon, UK & US *
Oracle	Single premium, specified fund range	Open to new business	All regions except Hong Kong, Lebanon, UK & US *
Paragon	Regular premium, specified fund range	Open to new business	All regions except Hong Kong, Lebanon, UK & US *
Quantum (for policies taken out after April 2010)	Regular premium, specified fund range	Open to new business	All regions except Hong Kong, Lebanon, UK & US *
LifePlan	Regular premium, specified fund range	Open to new business	All regions except Hong Kong, Lebanon, UK & US *
Select	Single premium, open architecture	Closed to new business	N/A
Choice	Single premium, open architecture	Closed to new business	N/A
Kudos	Regular premium, specified fund range	Closed to new business	N/A
Preference	Single premium, specified fund range	Closed to new business	N/A
Prosper	Regular premium, specified fund range	Closed to new business	N/A

\*Please note that other country restrictions may also apply from time to time.

There are also two further options to choose from within the *Product* filter:

Funds	Details
Whole of	This is an open portal which allows you to search for any fund held within the FE Unit Trust & OEIC, Investment Trusts or Offshore Funds universe databases, regardless of whether it is an acceptable fund to our products.
Market	This is a useful option when researching funds for potential investment opportunities for clients holding a Select, Choice or PIMS Flexible portfolio bond, where the investment options are almost unlimited (the ability to invest in any asset will be subject to the asset satisfying our internal acceptance criteria).
SPILA Internal Funds	These funds are only available to those policies issued by Scottish Provident International Life Assurance Limited (SPILA) which is now known as RL360 Insurance Company Limited (RL360°), where the investment choices are limited to the SPILA internal fund range.
	This includes legacy products such as International Investment Portfolio, Capital Investment Portfolio, Quantum (pre 6 April 2010), Momentum, Stratum, Eclipse, Bonus Growth Portfolio and Veritas policies.

### How do I gain access to the Fund Centre?

Access to the Fund Centre is via our password protected Online Service Centre (note that in order to access this section you must register for access and have a username and password assigned to you).

Visit <u>www.rl360.com</u>, click on the **Online Services** link.



In the 3.Existing user sign in section enter your username and password.

Online Service C Find out what's available of	entre trailer on our award-winning Online Service Centre	60
1. Register here	2. Activate your account here	3. Existing user sign in
To create an account, please tell us what type of user you are from the list below: I am a policyholder / trustee I am an adviser I am a corporate trustee	If you have received your username and activation code, please click the button below to activate your account.	If you have already registered and activated your account please log in below. Username: Password:
We are a company		Sign in 🕨

Once logged into the Online Services screen, you will find the Fund Centre link in the *Policy Servicing*, *Investment*, *Contact us* and *Illustration* drop downs.



### How do I gain access to the Fund Centre? continued

If you are not a registered user of the Online Service Centre, your company will first need to set up a master account and they can then grant access to you and other individuals. The relevant forms for setting up the master account can be downloaded from the RL360° website. They must be completed by an authorised signatory and posted back to us for processing. The forms can be accessed by clicking on the relevant link within the *1. Register here* section.

Email queries regarding registration can be sent to websupport@rl360.com.

Online Service C Find out what's available of	entre trailer on our award-winning Online Service Centre	60
1. Register here	2. Activate your account here	3. Existing user sign in
To create an account, please tell us what type of user you are from the list below: I am a policyholder / trustee  I am an adviser	If you have received your username and activation code, please click the button below to activate your account.	If you have already registered and activated your account please log in below.
I am a corporate trustee	Activate Account	Password:

Please note that in order to register for the Online Service Centre your company must have Terms of Business set up with RL360°.

If you have any queries about setting up Terms of Business please contact your regional RL360° branch. Alternatively our Sales Support Team can be contacted at our head office on telephone +44 (0)1624 681893 or by email at <a href="mailto:salessupport@rl360.com">salessupport@rl360.com</a>

# The filter drop-down options in closer detail

The table below details what options are available for you to choose from within each drop-down filter in the Step 1 & 2 sections of the Fund Centre main screen.

Step 1         Whole of Market LifePlan Oracle         Paragon PIMS Flexible (previous/known as PIMS Section         Quantum (for policies taken out after April 2010)           Step 1         Active Products         Oracle         PIMS Section         April 2010)           Legacy Products         Choice         Prosper         Proference         SPILA Internal Funds           Fund Type         All Investment Trusts         Offshore funds         Unit Trust/OEL           Section         Filter name         Contents of filter           Sector         Lists all contents of filter         Unit Trust/OEL           Sector         Lists all contents of filter         Unit are all contents of filter           Sector         All         200 - 500 million         Under 100 million           Sector         All         200 - 500 million         Under 200 million           Step 2         Asset Allocation Classes         Cash         Property         Elformation           Asset Allocation Percentage additional drop-down filter when Asset Allocation Classes filter is used         All east 20%         At least 50%         At least 80%           At least 00%         At least 00%         At least 00%         At least 80%         At least 80%           Step 2         Asset Allocation Classes         All east 20%         At least 60% <t< th=""><th>Section</th><th>Filter name</th><th></th><th>Contents of filte</th><th>r</th></t<>	Section	Filter name		Contents of filte	r
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Hong Kong Authorised       All       Only Hong Kong         (SFC approved funds)       All       Authorised         All       3 Crowns       Not rated         Crown Rating       5 crowns       2 Crowns         4 Crowns       1 Crown         Unit Type       All       Acc		Allocation Classes filter is used	At least 30%	At least 70%	
(SFC approved funds)AllCrown Rating5 crowns2 Crowns4 Crowns1 Crown1 CrownUnit TypeAllAcc		Hong Kong Authorised	All	Only Hong Kong	
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4 Crowns1 CrownUnit TypeAllAccInc		Crown Rating	5 crowns	2 Crowns	
Unit Type All Acc Inc			4 Crowns	1 Crown	
		Unit Type	All	Acc	Inc
All EUR JPY			All	EUR	JPY
Currency AUD GBP USD		Currency	AUD	GBP	USD

### FE Crown Ratings

FE has created its own fund rating system called Crown Ratings.

It is a quant-based ratings system designed to highlight funds that have had superior consistent performance in relation to risk, relative to their peer groups. Peer groups are deemed to be the sectors as defined by the Investment Management Association (IMA) and Association of British Insurers (ABI).

#### **The Crowns**

All rated funds get a crown rating, one crown being the lowest rating, and five crowns being the highest. No crowns mean the fund has not been rated.

#### Non-rated funds

Funds are not rated for the following reasons:

- a) the fund is less than 3 years old
- b) the sector is not meaningful for comparison purposes e.g. the Specialist sector
- c) the sector has had too few members over the past 3 years to be significant.

#### The constituents of the rating

The rating is made up of three constituents:

- a) Alpha relative to the sector, measured over 3 years but with a higher weighting given to the more recent rather than the more distant past
- b) Volatility, measured over 3 years but with a higher weighting given to the more recent rather than the more distant past
- c) Consistency, based on a fund's performance ranking within its sector in each quarter of the last 3 years. Each quarter is weighted equally.

#### Weighting the constituents

In most cases, each constituent carries equal weight within the overall rating, except in the following cases:

- a) Cash and Gilts here the volatility constituent is excluded altogether, since in these areas, volatility is extremely low, and with very little difference between funds
- b) Other bonds here volatility is given half the weight of the other 2 constituents.

#### **Combining the constituents**

For each sector, the best and worst raw scoring fund for each constituent is assigned a value of 100 and 0 respectively, and all intervening raw scores for that constituent are proportionately rescaled into this range. The rescaled scores for each fund's 3 constituents are then added to form an overall score (subject to the constraints in 'Weighting the constituents' section above).

#### Allocating the crowns

Within each sector, the top 10% of funds (in terms of overall score) are awarded 5 crowns. The next 15% are awarded 4 crowns, the next 25% are awarded 3 crowns, the next 25% are awarded 2 crowns and the bottom 25% receive 1 crown.

# How to view fund information

When you first enter the Fund Centre you have a choice of how you want to look at fund data. You can do a search on a fund code to look up a single fund, or you can search by product which will show you the funds available to that product.

Search: Find a f	und by entering or	nly one of the identifi	ers below, then ch	oose Search			360
ISIN		Sedol		Citic	ode		Search
Or Filter: Step 1 – Choose	product and/or fu	nd type, then choose	e Submit				
Active		Legacy	Please select	-	Fund	Please select	•
Products IP	ease select	Products			туре		
Products Products Step 2 – Choose	additional filters f	Products	h criteria, then cho	ose Submit Hong Kong Authorised	All		×
Products Step 2 – Choose Fund Manager Sector	additional filters t	Products	h criteria, then cho	oose Submit Hong Kong Authorised Crown Rating	All		×
Products Products Step 2 – Choose Fund Manager Sector Fund Size	additional filters f	to narrow your searc	h criteria, then cho	oose Submit Hong Kong Authorised Crown Rating Unit Type	All All		

When you carry out a search the fund data will appear at the bottom of the screen and you can then access a variety of analytical data which is sectioned under five different columns:

Details	Price	Performance	Ratings & Risk	Charges
ISIN	Fund name	Fund name	Fund name	Fund name
Sedol	Yield	3 months % (Q)	Crown rating	Manager initial charge (%)
Citicode	Bid price	6 months % (Q)	Standard deviation	Discounted initial charge (%)
Management Co	Offer price	1 year % (Q)	(Volatility)	Manager AMC (%)
Fund Name	Mid price	3 years % (Q)	Alpha	Ongoing Charges Figure (%)
Unit Type	Price date	5 years % (Q)	Beta	Total expense ratio (%)
Sector	Currency	5 years annualised %	Sharpe	
Hong Kong		Since launch %		
authorised (y or n)		Launch date		

### **Details screen**

-		and the second se			<ul> <li>Authorised</li> </ul>	1.000			- 8	1
ecto	or	All			Crown Rating	All				-
und	Size	All			Unit Type	All				*
sse lass	t Allocation ses	All			Currency	All				•
ų	Add to Short Li	st	View Short	lists Clear Shi	ort List		Remove all Filters	Su	bmit	5
De	ults: Funds	s 1 – 50 o Price	f 83 Performanc	e Ratings & Risk	Charges					
							First   Previous	1   2   Next>	La	st>>
	ISIN 🔺	Sedo	Citicode	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Holt				
-				Co 🔺	Fund Name 📥	Туре	Sector	Hong Kong Authorized		E
	GB00068337	718 06833	71 MJ40	Aberdeen Fund Managers Limited	Aberdeen Ethcl Wrld Eqty A Acc	Type Acc	Sector Global (FinEx)	Hong Kong Authorized		
	GB00068337	718 06833 173 42389	171 MJ40	Aberdeen Fund Managers Limited Aberdeen Global Services S.A.	Aberdeen Ethol Wrld Eqty A Acc Aberdeen Liquidity Fd (L) Euro A2	Acc Acc	Global (FinEx)	Hong Kong Authorized N		
	GB00068337 LU00908658 LU00490157	718 06833 873 42389 '60 02340	171 MJ40 160 CP67 181 CP68	Aberdeen Fund Managers Limited Aberdeen Global Services S.A. Aberdeen Global Services S.A.	Aberdeen Ethol Wrld Eqty A Acc Aberdeen Liquidity Fd (L) Euro A2 Aberdeen Liquidity Fd (L) Stg A2	Acc Acc Acc	Global (FinEx) Currency - Euro (FinEx) Currency - Sterling (FinEx)	Hong Kong Authorized N N N		
	GB00068337 LU00908658 LU00490157 LU00490148	718 06833 173 42389 160 02340 170 41676	471 MJ40 60 CP67 881 CP68 888 CP70	Aberdeen Fund Managers Limited Aberdeen Global Services S.A. Aberdeen Global Services S.A. Aberdeen Global Services S.A.	Aberdeen Ethel Wrld       Eqty A Acc       Aberdeen Liquidity Fd       (L) Euro A2       Aberdeen Liquidity Fd       (L) Stg A2       Aberdeen Liquidity Fd       (L) USD A2	Acc Acc Acc Acc	Sector Global (FinEx) Currency - Euro (FinEx) Currency - Sterling (FinEx) Currency - US Dollar (FinEx)	Hong Kong Authorized N N N N		
	GB00068337 LU00908658 LU00490157 LU00490148 GB00320128	<ul> <li>718 06833</li> <li>173 42389</li> <li>760 02340</li> <li>170 41676</li> <li>165 32012</li> </ul>	471 М.J40 60 С.Р67 81 С.Р68 88 С.Р70 886 Z.R06	Aberdeen Fund Managers Limited Aberdeen Global Services S.A. Aberdeen Global Services S.A. Aberdeen Global Services S.A. Aberdeen Global Services S.A. Ashburton (Jersey) Limited	Fund Name         Aberdeen Ethcl Wrld         Eqty A Acc         Aberdeen Liquidity Fd         (L) Euro A2         Aberdeen Liquidity Fd         (L) Stg A2         Aberdeen Liquidity Fd         (L) USD A2         Ashburton Rpica € Ast         Mgt EUR	Acc Acc Acc Acc Acc Acc	Sector Global (FinEx) Currency - Euro (FinEx) Currency - Sterling (FinEx) Currency - US Dollar (FinEx) Mixed Asset - Cautious (FinEx)	Hong Kong Authorized N N N N N N		

#### Price screen

	0				Autho	ilseu .					
ector	All				Crow	Rating	di .				-
und Size	All				Unit T	ype	JI			_	*
sset Allocatio lasses	n All				Curre	ncy 🛛	JL				•
Add to Shor	rt List	View Short Lists		Clear Shor	rt List			Remove all Fil	ters	Submi	t
esults: Fur	nds 1 – 50	of 83									
Details	Price	Performance	Rating	ys & Risk	Charg	es					
Details	Price	Performance	Rating	gs & Risk	Charg	es					
Details	Price	Performance	Rating	gs & Risk	Charg	es		First   Previou	s   1   2   Nex	tt>   La	ast>
Details	Price	Performance	Rating	gs & Risk Yield	Charg Bid Price	es Offer Price	Mid Price	First   Previou Price Date	s   1   2   Nex Currency	t>   La	ist>
Details	Price Fur n Ethcl Wrld	Performance nd Name - Eqty A Acc	Rating	yield 1.5%	Charg Bid Price	offer Price	Mid Price 180.49	First Previou Price Date 16/04/14	s   1   2   Nex Currency GBX	t>   La	ist>
Details	Price Fur n Ethel Wrld n Liquidity Fe	Performance nd Name Eqty A Acc 1 (L) Euro A2	Rating	yield 1.5%	Bid Price	Offer Price	Mid Price 180.49 445.89	First Previou Price Date 16/04/14 16/04/14	s   1   2   Nex Currency GBX EUR	t>   L:	ist>
Details Aberdee Aberdee Aberdee	Price Fur n Ethel Wrld n Liquidity Fr n Liquidity Fr	Performance nd Name Eqty A Acc 1 (L) Euro A2 1 (L) Stg A2	Rating	yield 1.5%	Bid Price	es Offer Price	Mid Price 180.49 .445.89 4,767.55	First Previou Price Date 16/04/14 16/04/14 16/04/14	s   1   2   Nex Currency GBX EUR GBP		
Details           Aberdee           Aberdee           Aberdee           Aberdee           Aberdee           Aberdee	Price Fur n Ethel Wrld n Liquidity Fi n Liquidity Fi n Liquidity Fi	Performance Ind Name Eqty A Acc d (L) Euro A2 d (L) Stg A2 f (L) USD A2	Rating	yield 1.5% -	Charg Bid Price	es Offer Price - - -	Mid Price 180.49 145.89 4,767.55 3,065.56	First Previou Price Date 16/04/14 16/04/14 16/04/14 16/04/14	s 1 2 New Currency GBX EUR GBP USD		
Details  Aberdee Aberdee Aberdee Aberdee Aberdee Aberdee	Price Fur n Ethel Wrld n Liquidity Fr n Liquidity Fr n Liquidity Fr m Rpica € As	Performance hd Name Eqty A Acc d (L) Euro A2 d (L) Stg A2 d (L) USD A2 t Mgt EUR	Rating	yield 1.5% - - -	Charg	es Offer Price - - 1.61	Mid Price 180.49 445.89 4,767.55 3,085.56 -	First Previou Price Date 16/04/14 16/04/14 16/04/14 16/04/14 16/04/14	s 1 2 Nex Currency GBX EUR GBP USD EUR		
Details  Aberdee Aberdee Aberdee Aberdee Aberdee Aberdee Ashburte	Price Fur n Ethel Wrld n Liquidity Fr n Liquidity Fr n Rpica € As on Rpica Doir	Performance Ind Name — Eqty A Acc d (L) Euro A2 d (L) Stg A2 d (L) USD A2 t Mgt EUR Ast Mgt USD	Rating	28 & Risk Yield 1.5%    	Charg Bid Price	es Offer Price - - 1.61 35.21	Mid Price A 180.49 445.89 4,767.55 3,085.58 - -	First Previou Price Date 16/04/14 16/04/14 16/04/14 16/04/14 16/04/14 16/04/14	s 1 2 Nex Currency GBX EUR GBP USD EUR USD		ast>

### Performance screen

					- Autho	nsea						
Sector		All			Crow	n Rating	All					Ŧ
Fund Siz	ize	All			Unit T	ype	All					Ŧ
Asset A Classes	Allocation s	All			Curre	ncy	All					•
Ado	ld to Short Li	ist View Short Lists	ŝ	Clear Short L	st			Remove	all Filters	Su	ıbmit	
Deta	ails	Price Performance	Rating	s & Risk	Charg	es		First Dr.		2 Novta	LLer	
Deta	ails	Fund Name	3 Months % (Q)	s & Risk 6 Months % (Q)	Charg 1 Year % (Q) ▲	es 3 Years % (Q) ▲	5 Years % (Q)	First Pr 5 Years Annualised %	evious   1   Since Launch %	2 Next>	Las	st>
Deta	ails Aberdeen E	Fund Name Acc	8 Months % (Q) 3.05 (1)	6 Months % (Q) -0.41 (4)	1 Year % (Q) 2.00 (4)	3 Years % (Q) 12.04 (4)	5 Years % (Q) ▲ 68.09 (3)	First Pr 5 Years Annualised % 10.94	evious 1 Since Launch % 80.49	2 Next> Launch Date 21/05/99	Las	st>
Deta	ails Aberdeen E Aberdeen L	Fund Name A thcl Wrld Eqty A Acc iquidity Fd (L) Euro A2	Rating: 3 Months % (Q) 3.05 (1) 0.03 (-)	6 Months % (Q) -0.41(4) 0.04 (-)	Charg 1 Year % (Q) 2.00 (4) 0.06 (-)	3 Years % (Q) 12.04 (4) 0.91 (-)	5 Years % (Q) ▲ 68.09 (3) 1.67 (-)	First Pro	evious 1 Since Launch % 80.49 122.95	2 Next> Launch Date 21/05/99 23/07/90	Las	st>
Deta	ails Aberdeen E Aberdeen L Aberdeen L	Fund Name thel Wrld Eqty A Acc iquidity Fd (L) Euro A2 iquidity Fd (L) Stg A2	X Monthiss           % (Q)           3.05 (1)           0.03 (-)           0.01 (-)	6 Months % (Q) -0.41(4) 0.04 (-) 0.02 (-)	Charg 1 Year % (Q) 2.00 (4) 0.06 (-) 0.05 (-)	<b>3 Years</b> % (Q) 12.04 (4) 0.91 (-) 0.78 (-)	5 Years % (Q) ▲ 68.09 (3) 1.67 (-) 1.81 (-)	First Pro	evious   1   Since Launch % 80.49 122.95 376.76	2 Next> Launch Date 21/05/99 23/07/90 01/07/85	Las	st>
Deta	ails Aberdeen E Aberdeen L Aberdeen L	Fund Name  Fund Variation Contemporation Contemporatico Contemporatico Contemporatico Contemporatico Contempora	3 Montixs           % (Q)           3.05 (1)           0.03 (-)           0.01 (-)	6 Months % (0) -0.41(4) 0.04 (-) 0.02 (-) 0.02 (-)	1 Year         % (Q)           2.00 (4)         0.06 (-)           0.05 (-)         0.05 (-)	3 Years % (Q) ▲ 12.04 (4) 0.91 (-) 0.78 (-) 0.45 (-)	5 Years % (Q) ▲ 68.09 (3) 1.67 (-) 1.81 (-) 0.92 (-)	First Pro	evious 1   Since Launch % 80.49 122.95 376.76 206.56	2 Next> Launch Date 21/05/99 23/07/90 01/07/85 17/09/84	Las	st>
Deta	Aberdeen E Aberdeen L Aberdeen L Aberdeen L Ashburton	Fund Name	X Montils           3 Montils           % (Q)           3.05 (1)           0.03 (-)           0.01 (-)           -1.17 (4)	6 Months % (2) -0.41 (4) 0.04 (-) 0.02 (-) 2.67 (2)	Charg 1 Year % (Q) 2.00 (4) 0.06 (-) 0.05 (-) 0.05 (-) 2.07 (2)	<b>3 Years</b> % (Q) 12.04 (4) 0.91 (-) 0.78 (-) 0.45 (-) 11.90 (2)	5 Years % (Q) 688.09 (3) 1.67 (-) 1.81 (-) 0.92 (-) 36.85 (2)	First Pro 5 Years Annualised % 10.94 0.33 0.36 0.18 6.47	evious 1 Since Launch % 80.49 122.95 376.76 206.56 60.92	2 Next> Launch Date 21/05/99 23/07/90 01/07/85 17/09/84 25/04/03		
Deta	Aberdeen E Aberdeen L Aberdeen L Aberdeen L Ashburton Ashburton	Fund Name Fund Name thel Wrld Eqty A Acc iquidity Fd (L) Euro A2 iquidity Fd (L) Stg A2 iquidity Fd (L) USD A2 Rplca € Ast Mgt EUR Rplca Dolr Ast Mgt USD	3 Monthiss           3 Monthiss           4           3.05 (1)           0.03 (-)           0.01 (-)           0.01 (-)           -1.17 (4)           -0.88 (4)	6 Months % (Q) -0.41 (4) 0.04 (-) 0.02 (-) 0.02 (-) 2.67 (2) 3.25 (1)	1 Year         % (Q)           2.00 (4)         0.06 (-)           0.05 (-)         0.05 (-)           2.07 (2)         3.72 (1)	<b>3 Years</b> % (Q) 12.04 (4) 0.91 (-) 0.78 (-) 0.45 (-) 11.90 (2) 10.75 (2)	5 Years % (Q) ▲ 68.09 (3) 1.67 (-) 1.81 (-) 0.92 (-) 36.85 (2) 36.99 (1)	First Pro	evious 1 Since Launch % 80.49 122.95 376.76 206.56 60.92 235.32	2 Next> Launch Date 21/05/99 23/07/90 01/07/85 17/09/84 25/04/03 04/02/92		

### **Ratings and Risk screen**

Fund Manager	All	Auth	orised	All					-
Sector	All	Crov	vn Rating	All					•
Fund Size	All	Unit U	Туре	All					¥
Asset Allocation Classes	1 All	Curr	ency	All					•
Add to Short	List View Short Lists	Clear Short List			Remov	e all Filters	8	Subm	đ
Results: Fun	ds 1 – 50 of 83								
Details	Price Performance Ra	tings & Risk Char	ges						
Details	Price Performance Ra	tings & Risk Char	ges		First   F	Previous	1 2 Nex	t>   Li	ast>
Details	Price Performance Ra	tings & Risk Char Crown Nating	ges Stand	ard deviation slatility) ▲	First F	Previous Beta	1 2 Nex	t>   Li	ast>
Details	Price Performance Ra	tings & Risk Char Crown Nating	ges Stand	ard deviation slatility) ▲ 12.57	First F Alpha -2:59	Previous Beta 1.06	1 2 Nex	t>   Li	ast>:
Details           Details           Aberdeen           Aberdeen	Price Performance Ra	Char Crown Nating	ges Stand (Vo	ard deviation Natifity) ▲ 12.57 0.10	First F	Previous Beta 1.06	1 2 Nex Sharpe 0.00	t>   Li	ast>
Details           Details           Aberdeen           Aberdeen           Aberdeen           Aberdeen	Price Performance Ra Fund Name Ethcl Wrld Eqty A Acc Liquidity Fd (L) Euro A2 Liquidity Fd (L) Stg A2	tings & Risk Char Crown Nating	ges Stand (Vo	ard deviation Jatility) ▲ 12.57 0.10 0.06	First F Alpha -2:59 -	Previous Beta 1.06 -	1 2 Nex Sharpe 0.00	t>   Li	ast>>
Details           Details           Aberdeen           Aberdeen           Aberdeen           Aberdeen           Aberdeen           Aberdeen	Price Performance Ra Fund Name Ethcl Wrld Eqty A Acc Liquidity Fd (L) Euro A2 Liquidity Fd (L) Stg A2 Liquidity Fd (L) USD A2	tings & Risk Char Crown Nating	ges Stand	ard deviation slatility) ▲ 12.57 0.10 0.06 0.03	First F Alpha -2.59 -	Previous   Beta 1.06 - -	1 2 Nex		ast>>
Details           Details           Aberdeen	Price       Performance       Rate         Fund Name	tings & Risk Char Crown Nating	ges Stand (Vo	ard deviation vlatifity) ▲ 12.57 0.10 0.06 0.03 5.27	First   F Alpha -2.59 - - - - 1.19	Previous Beta 1.06 - - - 1.21	1 2 Nex	t>   La	ast>>
Details           Details           Aberdeen           Aberdeen	Price       Performance       Radio         Fund Name       Radio       Radio       Radio         Ethel Wrid Eqty A Acc       Radio       Radio       Radio         Liquidity Fd (L) Euro A2       Radio       Radio       Radio       Radio         Liquidity Fd (L) Stg A2       Radio       Radio </td <td>tings &amp; Risk Char Crown Nating Crown Nating U U U U U N/A N/A</td> <td>ges Stand (Vo</td> <td>ard deviation  atility) ▲ 12.57 0.10 0.06 0.03 5.27 6.32</td> <td>First   F Alpha -2.59 - - - 1.19 0.42</td> <td>Previous   Beta 1.06 - - 1.21 1.45</td> <td>1 2 Nex</td> <td></td> <td>ast&gt; u u u u u u</td>	tings & Risk Char Crown Nating Crown Nating U U U U U N/A N/A	ges Stand (Vo	ard deviation  atility) ▲ 12.57 0.10 0.06 0.03 5.27 6.32	First   F Alpha -2.59 - - - 1.19 0.42	Previous   Beta 1.06 - - 1.21 1.45	1 2 Nex		ast> u u u u u u

#### Charges screen

Sector	All			Crown Ratin	Ig All				•
Fund Size	All			Unit Type	All			ŝ	-
Asset Allocatic Classes	All			Currency	All				•
Add to Sho	rt List	View Short Lists	Clear Shor	rt List		Remove all Fil	ters	Submit	
Results: Fu	nds 1 – 50	of 240							
Details	Price	Performance	Ratings & Risk	Charges	Firs	t   Previous   1   2	3 4 5 Next	⊳] [a	atsa
Details	Price Fund Na	Performance	Ratings & Risk Manager Initial Charge (%) ▲	Charges	Firs Manager AMC (%) 🔺	t   Previous   1   2   Ongoing Charges Figure (%) ▲	3   4   5   Next Total Expense Ratio (%) ▲	>   La:	st>>
Details	Price Fund Na en Asia Pefe 8	Performance ame	Ratings & Risk Manager Initial Charge (%) ▲	Charges Discrunted Initial Charge (%) ▲ 0.00%	Firs Manager AMC (%) ▲ 1.750%	t Previous 1 2 Ongoing Charges Figure (%) ▲ 1.800%	3   4   5   Next Total Expense Ratio (%) ▲	>   La:	st>
Details Details Aberdee	Price Fund Na en Asia Pefe & en Ethel Wrid I	Performance ame A Jpn Eqty A Acc Eqty A Acc	Ratings & Risk Manager Initial Charge (%) ▲	Charges Discounted Initial Charge (%) - 0.00% 0.00%	Firs Manager AMC (%) ▲ 1.750% 1.500%	t   Previous   1   2   Ongoing Charges Figure (%) ▲ 1.800% 1.630%	3   4   5   Next Total Expense Ratio (%) ▲	>   La:	
Details Details Aberdee Aberdee Aberdee	Price Fund Na en Asia Poto & en Ethol Wrid I en Gbl Asian S	Performance ame A Jpn Eqty A Acc Eqty A Acc Sm Cos A2 A\$	Ratings & Risk Manager Initial Charge (%) ▲ - -	Charges Discrutted Initial Charge (%) ▲ 0.00% 0.00% 0.00%	First Manager AMC (%) ▲ 1.750% 1.500% 1.500%	t Previous 1 2 Ongoing Charges Figure (%) ▲ 1.800% 1.630% 2.000%	3   4   5   Next Total Expense Ratio (%) ▲ - -	>   Las	
Details  Aberdee Aberdee Aberdee Aberdee	Price Fund Na en Asia Pefe & en Ethel Wrld I en Gbl Asian S en Gbl Asian S	Performance ame A Jpn Eqty A Acc Eqty A Acc Sm Cos A2 A\$ Sm Cos D2 GBP	Ratings & Risk	Charges           Discruted Initial Charge (%) ▲           0.00%           0.00%           0.00%           0.00%           0.00%	First Manager AMC (%) ▲ 1.750% 1.500% 1.750% 1.750%	t Previous 1 2 Ongoing Charges Figure (%) ▲ 1.800% 1.630% 2.000% 2.000%	3   4   5   Next Total Expense Ratio (%) ▲ - - -	>   La:	
Details Details Aberdee Aberdee Aberdee Aberdee Aberdee Aberdee	Price Fund Na en Asia Pefe & en Ethel Wrid I en Gbl Asian S en Gbl Asian S	Performance ame & Jpn Eqty A Acc Eqty A Acc Sm Cos A2 A\$ Sm Cos D2 GBP cfEq A2 A\$	Ratings & Risk	Charges Discrutted Initial Charge (%)   0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%	First Manager AMC (%) ▲ 1.750% 1.750% 1.750% 1.750%	t   Previous   1   2   Ongoing Charges Figure (%) ▲ 1.800% 1.630% 2.000% 2.000% 1.970%	3   4   5   Next Total Expense Ratio (%) ▲ - - - - - - -	>   La:	

#### **Discounted initial charge**

Most funds will apply an initial charge (as a percentage of the investment) when you purchase a fund directly. The *Manager Initial Charge (%)* column illustrates if such a charge exists as standard. However when purchasing through RL360° our institutional purchasing power means that in the large majority of cases we can negotiate a reduction on the standard charge applied by the fund manager, therefore the *Discounted Initial Charge (%)* column will illustrate what charge will actually be applied at the time of your client's purchase through a RL360° product.

#### Factsheets and fund performance charts

On the right hand side of the page, in line with each fund, you can click on the icons to produce:

- A fund factsheet in PDF format you can print this or save to your PC using the tool bar icons (PDF creator is not required).
- A fund chart this can be printed using the *Print Chart* button or saved in PDF if you have PDF creator installed\*\*

Add to Results:	Short List Funds 1 – 50	View Short Lists	Clear Sho	ort List		Remove all Fit	ers St	bmit	
Details	Price	Performance	Ratings & Risk	Charges					
					Firs	t Previous 1 2	3   4   5   Next>	Last>>	
	Fund I	lame 📥	Manager Initial Charge (%) ▲	Discounted Initial Charge (%) ▲	Manager AMC (%) ▲	Ongoing Charges Figure (%) ▲	Total Expense Ratio (%) ▲	2	
Aber	deen Asia Pcfc	& Jpn Eqty A Acc	-	0.00%	1.750%	1.800%	-	<b>1</b>	
Aber	deen Ethol Wrld	Eqty A Acc	-	0.00%	1.500%	1.630%	-		
Aber	deen Gbl Asian	Sm Cos A2 A\$	-	0.00%	1.750%	2.000%	-	<b>M</b>	
				0.000/	4.75.08/	2 0009/			
Aber	deen Gbl Asian	SM COS DZ GBP		0.00%	1.750%	2.000%			

\*\* A free version of PDF creator can be downloaded from various websites such as:

www.dopdf.com
 www.cutepdf.com
 www.pdfforge.org/pdfcreator

### Sample factsheet

Fund factshe	et		
r and racione.	~ •		
Alexade on Frind	Managana T insite	. 1	
Aberdeen Fund	1 West I Territor		
Aberdeen Eunca	a world Equity A	AACC	
Fund data as at 11 A	pril 2014	Fund objective	
	0		0
Launch Date	21-May-1999	To grow your capital by investing mostly in international companies around the work Manager chooses companies on the basis of thorough fundamental company analy	d. Th
ISIN	GB0006833718	ethical and socially responsible criteria.	
Sedol	0683371		
Citicode	MJ40	Fund performance vs. sector	
Bloomberg ticker*	MUREWAA:LN		0
Currency	GBX	Time period: 11-Apr-2009 to 11-Apr-2014	
Unit type	Acc	85%	
Domicile	United Kingdom	80%	1.10
Fund type	OEIC	75%	V.
Fund size (11/04/14)	GBP 212.60m	65%	V. A
Sector	Global	80%	¥
Minimum initial	GBP 500	50%	_
Minimum additional	GBP 100		
Ethical focus*	Yes		_
Sharia compliant*	No	20%	
RDR compliant*	Not available		_
SFC authorised*	No		
UCITS	Yes	Apr09 Aug Dec Apr10 Aug Dec Apr11 Aug Dec Apr12 Aug Dec Apr13 Aug Dec	2
KIID risk rating	6	- Fund - UT Global	
Mid price (11/04/14)	GBX 179.56	Appualized performance	
Pricing frequency*	Daily	Annoanseo performance	~
Purchase frequency*	Daily		0
Sale frequency*	Daily	Performance up to: 31-Mar-2014	
Settlement*	Trade day + 1 day	1 yr 2 yrs 3 yrs 4 yrs	5
Constant and a second	Olyhed Freihe T	Fund (%) -0.38 6.50 3.39 3.96	12.2
Fund Manager	Global Equity Team	Sector (%) 643 1034 589 623	12

#### Sample chart



### Carry out a fund search by ISIN, Sedol or Citicode identifier

You can find a fund quickly if you know the ISIN, Sedol or Citicode identifier (Citicode is a unique identifier created and assigned by FE when it adds a fund to its database).

Simply type the fund code into the relevant fund code box, then click on the **Search** button.

		Sedol		Citic	ode		s a la construction de la constr	earch
Or Filter: Step 1 – Choose	product and/or fund t	type then choose	Submit					
Active	ase select	Legacy	Please select		Fund	Please select		
Products –		Products			Type 1			_
Step 2 – Choose	additional filters to n	arrow your search	n criteria, then cho	ose Submit				
Fund Manager	All		•	Hong Kong Authorised	All			
Fund Manager Sector	All		•	Hong Kong Authorised Crown Rating	All			ŀ
Fund Manager Sector Fund Size	All All All		•	Hong Kong Authorised Crown Rating Unit Type	All All All			

If the fund cannot be found a pop-up message will tell you to try again with another code. If you know the fund has an ISIN and a Sedol it is advisable to search on both codes. If the fund cannot be found under either code it is because the fund does not exist or is not set up in the FE database under either code, and therefore not currently available in the Fund Centre.

Message	from webpage
	The LU0266330041 code entered has not been found in the Financial Express database. Please check and try again or enter an alternative code. Funds not found in the Financial Express database may still be available via a Royal London 360° product.
	OK

If the fund has been successfully found in the FE database, a pop-up message will confirm this and tell you to choose a product from the options in the **Step 1** filters section.

Message	from webpage
1	The LU0106250508 code was found and is available under Royal London 360° products. Please select a product from the Product filter in Step 1 to continue.
	ОК

### Carry out a fund search by ISIN, Sedol or Citicode identifier continued

Once a fund has been found, within the *Step 1* filters section you should now choose the relevant product for the fund you searched for from either the *Active Products* (those products open to new business) or *Legacy Products* (those products closed to new business).

Click on the product and click the **Submit** button.

	GB0031413593	Sedol		Citico	ode		Search
Or Filter:	and ust and/or fund	tune then shoos	Outomit	_			
Active Products	ase select ase select	Legacy Products	Please selec	t	Fund Type	Please select	
Step 2 – Cho Qu WH	nsFiexible nsFocused antum jole of Market	your searc	h criteria, then cho	oose Sutimit Hong Kong	All		
Sector	All			Authorised Crown Rating	All		
Fund Size	All			Unit Type	All		
	All		•	Currency	All		
Asset Allocation Classes							

After a few seconds the fund will appear in the bottom part of the screen. You can now view the data on that fund by clicking on the *Details, Price, Performance, Ratings & Risk and Charges* columns and print a fund factsheet showing the fund charges that apply.

You are now reserved	arching funde	that are currenth	Products Products	non Factsheets w	Typ	rms availabl	e for a given fund through	ah Paragon
Tou are now react	arcming runus	that are currently		gon. I actaneeta w	In renear the te		e for a given fund through	gii Falagoii.
Step 2 – Choose	additional fil	ters to narrow y	our search criteria,	then choose Sub	omit			
Fund Manager	All			Hong K Author	ised	All		
Sector	All			Crown	Rating /	All		J
Fund Size	All			Unit Ty	pe 📝	All		J
Asset Allocation	All			Curren		All		1
Add to Short	List	View Short Lis	sts Clear S	hort List			Remove all Filters	Submit
Classes Add to Short Results: Fund	List	View Short Lis 1 Performance	sts Clear S Ratings & Ris	hort List	15		Remove all Filters	Submit
Add to Short Results: Fund Details	List ds 1 – 1 of Price	View Short Lis 1 Performance	sts Clear S Ratings & Ris	hort List sk Charge	15		Remove all Filters	Submit
Add to Short Results: Fund Details	List	View Short Lis 1 Performance	sts Clear S Ratings & Ris	hort List sk Charge	:\$		Remove all Filters	Submit
Classes Add to Short Results: Fund Details	List ds 1 – 1 of Price	View Short Lis	sts Clear S Ratings & Ris Management Co ▲	hort List sk Charge Fund I	is Name	Unit Type	Remove all Filters	Vious 1 Next L Hong Kong Authorized

To carry out a new fund search simply click on the *Remove all Filters* button and the screen will clear ready for you to conduct another search by fund code.

### Carry out a fund search by product

Another way to look at fund data is to search for funds at product level. Using this option you can look at all the funds available to a product and start to build customised short lists of funds for ongoing management of performance or for fund selection for new clients.

In the Step 1 filters section select a product from either the *Active Products* or *Legacy Products* and click on the *Submit* button.

	J				Childod	° L			
Or Filt	er: Choose prod	uct and/or f	und type the	an choose Submit					
Active		det and/or i		Legacy	F	und 🗖			-
Produ	cts Quantur	m		Products	e select T	ype	All		
You an	e now researchin	g funds that	are currently	allowable under Quant	tum. Factsheets will reflect the	terms ava	ilable for a given fund throu	igh Quantum.	
Step 2	– Choose addit	tional filters	to narrow y	our search criteria, t	hen choose Submit				
Fund I	Manager All				Hong Kong	All			
Sector					Crown Rating	All			
Fund (	Size All				Unit Type				
Asset	Allocation								_
Classe	All				Currency	All			
Resu	Its: Funds 1	– 50 of 24	40						
Resu De	Its: Funds 1	– 50 of 24 e Pe	40 rformance	Ratings & Risl	k Charges				
Resu De	lts: Funds 1 tails Price	– 50 of 24 e Pe	40 rformance	Ratings & Risl	k Charges				
De	Its: Funds 1 tails Price	– 50 of 24 e Pe	40 rformance	Ratings & Rist	k Charges	Firs	st   Previous   1   2   3   -	4   5   Next>   L	ast
De	Its: Funds 1 tails Price	- 50 of 24	40 rformance Citicode	Ratings & Rist Management Co ▲	k Charges	First Unit Type	st   Previous   1   2   3   3	4   5   Next>   L Hong Kong Authorized	.ast
Resu De	Its: Funds 1 tails Price ISIN . GB00B0XWNJ21	= 50 of 2 <sup>4</sup> e Pe Sedol _ B0XWNJ2	40 rformance Citicode A KV86	Ratings & Rist	k Charges Fund Name Aberdeen Asia Pefe &	Firs Unit Type ▲ Acc	st   Previous   1   2   3   - Sector Asia Pacific Including Jessen (FirEtri)	4   5   Next>   L Hong Kong Authorized N	ast
De	Its: Funds 1 tails Price ISIN  GB00B0XWNJ21 GB0006833718	– 50 of 2 <sup>J</sup> e Pe Sedol ▲ B0XWNJ2 0683371	tformance	Ratings & Rist	k Charges Fund Name Aberdrein Asia Pofo & Jan Style A Ase Aberdeen Ethol Wrld Eqty A Acc	First Unit Type Acc Acc	st   Previous   1   2   3   Sector Asia Pacific Including Jepan (FinEx) Global (FinEx)	4 5 Next> L Hong Kong Authorized N I N	ast 4
Resu De	Its: Funds 1 tails Price ISIN ▲ GB00B0XWNJ21 GB0006833718 LU0231459107	<ul> <li>− 50 of 2/</li> <li>Pe</li> <li>Sedol ▲</li> <li>B0XWNJ2</li> <li>0683371</li> <li>B0L11H5</li> </ul>	40 rformance Citicode A KV86 MJ40 OL96	Ratings & Rist	k Charges Fund Name Aberriten Asia Pefe & Jene Gys A Ase Aberdeen Ethel Wrld Eqty A Acc Aberdeen Gbl Asian Sm Cos A2 A\$	First Unit Type Acc Acc Acc	st   Previous   1   2   3   . Sector Asia Pacific Including Jepen (FinEx) Global (FinEx) Equity - Asia Pacific ex Japan (FinEx)	4   5   Next>   L Hong Kong Authorized N N N Y	ast a
Resu De	Its: Funds 1 tails Price ISIN ▲ GB00B0XWNJ21 GB0006833718 LU0231459107 LU0231459958	<ul> <li>Sedol A</li> <li>B0XWNJ2</li> <li>0683371</li> <li>B0L11H5</li> <li>B0L11L9</li> </ul>	trormance	Management Co ▲       Aberdeen Fund Managers Limited       Aberdeen Fund Managers Limited       Aberdeen Global Services S.A.       Aberdeen Global Services S.A.	k Charges Fund Name Aberdeen Asia Pcfc & Jpn Gly A Acc Aberdeen Ethcl Wrld Eqty A Acc Aberdeen Gbl Asian Sm Cos A2 AS Aberdeen Gbl Asian Sm	First Unit Type Acc Acc Acc Acc	st Previous 1 2 3 Sector Asia Pacific Including Jegan (EinSH) Global (FinEx) Equity - Asia Pacific ex Japan (FinEx) Equity - Asia Pacific ex Japan (FinEx)	4 5 Next> L Hong Kong Authorized N N N N S V V U	ast

The lower part of the screen will show the funds that are currently approved by RL360°, and available to that product.

A results indicator just above will display how many funds have been found in your search.

You can now scroll through the pages to view the funds or use the additional filtering options in Step 2 to refine your fund list. Up to 50 funds will display per page.

# Refine your fund selection using filtering options

When you first view funds by a product you will have a large list of assets to scroll through. If you know specifically what type of funds you want you can use a variety of filtering options to quickly narrow down your selection and provide you with a more refined list.

You can refine your list to show funds that fit a defined set of criteria by using one of more combinations of the filters in the **Step 2** filter section. These allow you to filter on:

- A particular fund group (e.g. look for just BlackRock or Fidelity funds)
- A specific sector (e.g. emerging market or fixed interest funds)
- Funds within a certain fund size bracket (e.g. over 50 million)
- Funds with a certain percentage invested in a particular asset class (e.g. at least 20% in Japan equities or 30% in corporate bonds)
- Funds that are Hong Kong authorised (relevant for Hong Kong resident clients who can only invest in SFC authorised funds)
- Funds with a particular Crown Rating (see page 8 for definitions)
- Unit type accumulation (Acc) or income (Inc) share classes
- Funds denominated in a particular currency filter for funds in AUD, CHF, EUR, GBP, HKD, JPY, USD or all other currencies

Search: Find a fund by entering only one of the identifie	ers below, then ch	oose Search		30	00
ISIN Sedol		Citicode			Search
Or Filter: Step 1 – Choose product and/or fund type, then choose	Submit				
Active Quantum Legacy Products	Please select	Fund Type	All		•
You are now researching funds that are currently allowable u	nder Quantum. Fact	tsheets will reflect the terms	available for a given fu	und through Quantun	n.
Step 2 – Choose additional filters to narrow your search	criteria, then cho	oose Submit			
Fund Manager All	•	Hong Kong Authorised			×
Sector All	•	Crown Rating All			•
All Fund Size Absolute Return	▲	Unit Type All			-
Asia Pacific Including Japan China/Greater China Classes Currency - Euro Currency - Other		Currency			•
Currency - US Dollar Currency - US Dollar Equity - Asia Pacific ex Japan Equity - Asia Pacific inc Japan Equity - Asia Pacific Single Country Equity - China Equity - China Results: Funde Equity - Emerging Markets Equity - Europe ex UK Equity - Europe ex UK Equity - Europe inc UK Equity - Europe inc UK		Charges	Remove a	all Filters	Submit
Equity - International Equity - International Equity - Japan Equity - Korea Equity - Latin America Equity - MENA			First   Previous   1	2   3   4   5   Nex	t> Last>>
Equity - Other Specialist Equity - Other Specialist Equity - Small Cap USA Equity - Tech Media & Telecom Equity - USA		Discounted Initial Charge (%) ▲	Manager AMC (%) ▲	Total Expense Ratio (%) ▲	
Aberdeen A Europe Including UK Fixed Int - Emerging Markets	•	0.000%	1.750%	1.800%	
Aberdeen Ethical World A Acc	4.250%	0.000%	1.500%	1.620%	
Aberdeen Gbl Asian Sm Cos A2 USD	4.250%	0.000%	1.750%	1.980%	
Aberdeen Gbl Asian Sm Cos D2 GBP	4.250%	0.000%	1.750%	2.060%	
Aberdeen Gbl Sel EmgMkts Bd A2 \$	4.250%	0.000%	1.500%	1.690%	
—					

Once you have selected your filter options (1 or more) press the **Submit** button to apply the filters to your search.

#### **Resetting the filters**

If you wish to change any option in the filter within the search you are doing you will need to reset the filters by clicking on *All* in the relevant filter and clicking *Submit*. This will refresh the filters and give you a full list to choose from again.

However, if you wish to start a brand new search, such as on a different product, click the *Remove all Filters* button. This will clear any funds you previously selected. From here you can start a fresh fund search.

# Data sort your fund selection

Once you have conducted your fund search you can then data sort the columns to reorder the information e.g. fund name in alphabetical order, unit types as Acc or Inc, Annual Management Charge from lowest to highest, best performing fund over 6 months etc.

To do this simply click on the *triangle* in the column heading to reorder alphabetically/numerically – a red triangle will indicate the column you are sorting on and the direction the data is displayed ( $\checkmark$  or  $\checkmark$ ).

Search: Lind a tund by optoring only one of th	an identifiers below the	n choose Search			<u>30</u>
Search. Find a land by entening only one of a	re identifiers below, the				000
ISIN Se	dol	Citico	de		Search
Or Filter: Step 1 – Choose product and/or fund type, the	en choose Submit				
Active Products Quantum	Legacy Producte	elect 💌	Fund All		
You are now researching funds that are currently	allowable under Quantum.	Factsheets will reflect th	ie terms available for a	a aiven fund through (	Quantum.
				-	
Step 2 - Choose additional filters to harrow y	our search criteria, then	choose Submit			
Fund Manager All		Authorised	All		*
Sector		<ul> <li>Crown Rating</li> </ul>	All		
Fund Size All		Unit Type	All		-
Asset Allocation		<ul> <li>Currency</li> </ul>	All		•
Classes Classes View Short List	ts Clear Short L	List	F	Remove all Filters	Submit
Add to Short List     View Short List       Results: Funds 1 – 50 of 240       Details     Price       Performance	ts Clear Short L Ratings & Risk	.ist Charges		Remove all Fitters	Submit
Add to Short List     View Short List       Results: Funds 1 – 50 of 240       Details     Price       Performance	is Clear Short L Ratings & Risk	Charges	First Previo	Remove all Filters us   1   2   3   4   :	Submit
Classes  Add to Short List View Short List  Results: Funds 1 – 50 of 240  Details Price Performance  Fund Name ▲	Ratings & Risk	Lycar 3 Years % (Q) % (Q)	First Previo 5 Years 5 Ye % (Q)	Remove all Filters us   1   2   3   4   : ears lised %	5 Next> Last>
Classes  Add to Short List  View Short List  Results: Funds 1 – 50 of 240  Details  Price  Performance  Fund Name  Neptune Russia & Gtr Rus A Acc GBP	Clear Short L           Ratings & Risk           3 Mont is % (Q)           -19.07 (20.00 (J))	.ist Charges 1 Year % (Q) A -19.64 (4) -40.12 (4)	First Previo 5 Years 5 Ye % (0) 33.64 (3) 5.	Remove all Filters us   1   2   3   4   = ars lised % 97 147.90	Submit
Classes  Add to Short List  View Short List View Short List Results: Funds 1 – 50 of 240 Details  Price Performance Fund Name  Fund Name  JPM Estrn Eurp Eq A Acc NAV EUR	Clear Short L           Ratings & Risk           3 Mont Is           6 Months           % (Q)           -19.07 (?           -22.95 (4)           -19.20 (-)           -19.47 (-)	State         State           I Year         3 Years           % (Q)         % (Q)           19.64 (4)         -40.12 (4)           -19.55 (-)         -28.74 (-)	First Previo 5 Years 5 Years % (0) 33.64 (3) 5. 66.67 (-) 10	Remove all Filters us   1   2   3   4   1 ears lised % Since Launch % 97 147.90 .76 51.00	5 Next> Last> Launch Date 31/12/04 @ 1 04/07/94 @ 1
Classes     Lim       Add to Short List     View Short List       Results: Funds 1 – 50 of 240       Details     Price       Performance       Fund Name ▲       Neptune Russia & Gtr Rus A Acc GBP       JPM Estrn Eurp Eq A Acc NAV EUR       Neptune Russia & Gtr Rus A Acc USD	Clear Short L           Ratings & Risk           3 Mont is % (0) -19.07 ( -19.07 ( -19.47 (-) -11.20 (-) -19.47 (-) -17.52 (-) -18.97 (-)	List Charges 1 Year % (0) 19.84 (4) -40.12 (4) -19.55 (-) -28.74 (-) -12.75 (-) -39.01 (-)	First Previo 5 Years 5 Ye % (Q) 33.64 (3) 5. 66.67 (-) 10	Remove all Filters       us     1     2     3     4     1       ears lised %     Since Launch %       97     147.90       .76     51.00       -     10.20	Submit S Next> Last> Launch C 31/12/04 @ ( 04/07/94 @ ( 31/12/04 @ (
Classes     List       Add to Short List     View Short List       Results: Funds 1 – 50 of 240       Details     Price       Performance         Fund Name ▲       Neptune Russia & Gtr Rus A Acc GBP       JPM Estrn Eurp Eq A Acc NAV EUR       Neptune Russia & Gtr Rus A Acc USD       HSBC GIF Russia Equity AC USD	Image: Second content of the second content	St           1 Year         3 Years           % (Q)         % (Q)           -19.64 (4)         -40.12 (4)           -19.55 (-)         -28.74 (-)           -12.75 (-)         -39.01 (-)           -13.45 (4)         -43.62 (4)	First Previo 5 Years 5 Years % (Q) 33.64 (3) 5. 66.67 (-) 100 - 50.95 (4) 8.	Since         Since           97         147.90           .76         51.00           .78         45.90	Submit S Next> LastP Launch Date 31/12/04 @ [ 04/07/94 @ [ 31/12/04 @ [ 17/12/07 @ [
Classes       Image: Classes         Add to Short List       View Short List         Results: Funds 1 – 50 of 240         Details       Price         Performance         Fund Name ▲         Neptune Russia & Gtr Rus A Acc GBP         JPM Estrn Eurp Eq A Acc NAV EUR         Neptune Russia & Gtr Rus A Acc USD         HSBC GIF Russia Equity AC USD         BlackRock GF Emg Europe A2	ts Clear Short L Ratings & Risk 3 Mont is 6 Months % (Q) 6 Months % (Q) -19.07 (- -19.07 (- -19.47 (-) -17.52 (-) -19.47 (-) -14.80 (4) -18.39 (4) -8.54 (2) -15.29 (3)	St           1 Year         3 Years           * (Q)         3 Years           -19.64 (4)         -40.12 (4)           -19.55 (-)         -28.74 (-)           -12.75 (-)         -39.01 (-)           -13.45 (4)         -43.62 (4)           -12.55 (3)         -27.20 (3)	First Previo 5 Years 5 Years % (0) 33.64 (3) 55. 66.67 (-) 100 - 50.95 (4) 8. 54.26 (3) 9.	Since       ars     Since       lised     Launch %       97     147.90       .76     51.00       -     10.20       58     -45.90       06     117.48	Submit           5         Next>         Last>           Launch Date         2         2           31/12/04         2         2           11/12/07         2         2

		×
onths (Q) ►	6 Months % (Q)	1 Ye % ((
07 (4)	-22.63 (4)	-19.64
20 (-)	-19.47 (-)	-19.5
	40.07()	40.7

### Create and save a list of funds (called a 'short list')

Once you have carried out a fund search at product level you can then select a number of these funds and add them to a short list. You can save and recall this short list at any time. When you recall a saved short list it will return the latest data available in the FE database (e.g. pricing, performance, charges etc), meaning you can easily monitor and review the performance of a particular portfolio of funds on a regular basis.

Short lists are extremely useful not only for regular performance management, but are also beneficial when creating a recommended selection of funds for a client's policy/portfolio. Once created you can pull off factsheets, create charts and create a detailed report for presentation to a client based on that short list.

Please note that you can only create a short list of funds within the same product type (you cannot add funds from different products) and for Whole of Market you can only create a list based on one fund type (for example, only offshore funds).

To create a short list, you will need to select a product first in the *Step 1* filter (you cannot create a list using the identifier search option), then tick each fund you want to add to the short list a page at a time. Click the *Add to Short List* button. You can add 50 funds to each short list.

If the funds you are selecting are on different pages, you must click the *Add to Short List* button on each page where you tick a fund before moving to the next page, otherwise you will lose your selection.

Search: Find a fund by entering only one of the	te identifiers below, th	ien choose dearch				
ISIN Se	dol	Citic	ode			Search
Or Filter: Step 1 – Choose product and/or fund type, the	en choose Submit					
Active Quantum	Products Please	select 💌	Fund Al	II		•
Step 2 – Choose additional filters to narrow y	our search criteria, the	en choose Submit				
Fund Manager All		<ul> <li>Hong Kong Authorised</li> </ul>	All			•
Sector		Crown Rating	All			•
Fund Size All		<ul> <li>Unit Type</li> </ul>	All			•
Asset Allocation All Classes Add to Short List View Short List	s Clear Shor	Currency	All	Remove	all Filters	Submit
Asset Allocation All Classes Add to Short List View Short List Results Funds 1 – 50 of 240 Petals Price Performance	S Clear Shore	Currency	All	Remove	all Filters	Submit
Asset Allocation Classes Add to Short List View Short List Results Funds 1 – 50 of 240 Details Price Performance	s Cléar Shoi Ratings & Risk	Currency tList Charges	All	Remove	all Filters 2   3   4	Submit
Asset Allocation All Classes Add to Short List View Short List Results Funds 1 – 50 of 240 Details Fund Name  Fund Name	s Clear Shor Ratings & Risk 3 Months & Months % (Q) % (Q)	Charges	All First 5 Years % (2)	Remove	all Filters 2   3   4   Since Launch %	5   Next>   Lasta
Asset Allocation All Classes Add to Short List View Short List Results Funds 1 – 50 of 240 Details Fund Name  Fund Name  Shroder ISF Mid East A Acc NAV S	S         Clear Shot           Ratings & Risk         3 Months           % (Q)         % (Q)           16.46 (1)         18.33 (2)	Currency           t List           Charges           1 Year           % (a)           % (b)           Years           % (c)           Years           % (a)           Years           % (a)           Years           % (a)           Years	First 5 Years % (0) ▼ 138.35 (1)	Remove Previous   1   5 Years Annualised % 18.97	2   3   4   Since Launch % 33.00	5   Next>   Last>
Asset Allocation Classes Add to Short List View Short List Results Funds 1 – 50 of 240 Details Price Performance Fund Name Fund Name Schroder ISF Mid East A Acc NAV S Schroder ISF Mid East A Acc NAV S	Clear Shot           Ratings & Risk           3 Months % (Q) 16.46 (1)         6 Months % (Q) 11.4.2 (-)	Currency           t List           t Year           % (Q)           % (Q)           23.03 (3)           47.78 (2)           16.26 (-)           53.06 (-)	All First 5 Years % (0) ▼ 138.35 (1) 127.85 (-)	Remove Previous   1   5 Years Annualised % 18.97 17.90	2   3   4   Since Launch % 33.00 30.10	Submit Submit S   Next>   Last> Launch Date ⊂ 03/09/07 @ [ 03/09/07 @ [
Asset Allocation All Classes Add to Short List View Short List Results Funds 1 – 50 of 240 Details Price Performance Fund Name  Fund	Clear Short           Ratings & Risk           3 Months % (Q) *           6 Months % (Q) *           16.46 (1)           14.42 (-)           15.46 (1)           12.45 (1)           15.22 (1)	Currency           t List           *         1 Year *(q) *(q) *(q) *(q) *(q) *(q) *(q) *(q)	All First 5 Years % (0) U 138.35 (1) 127.85 (-) 91.86 (2)	Remove Previous   1   5 Years Annualised % 	all Filters 2   3   4   Since Launch % 33.00 30.10 147.50	Submit Submit S Next> Last> Launch Date 3/09/07 @ [ 03/09/07 @ [ 25/10/05 @ [
Asset Allocation All Classes Add to Short List View Short List Results Funds 1 – 50 of 240 Deta's Price Performance Fund Name  Fund	Clear Short           Ratings & Risk           3 Months % (Q)           6 Months % (Q)           16.46 (1)           14.42 (-)           15.64 (-)           12.45 (1)           5.35 (1)           14.14 (1)	Currency           t List         ************************************	All First \$ Years % (0) 138.35 (1) 127.85 (-) 91.86 (2) 123.47 (1)	Remove           5 Years           Annualised %           *           18.97           17.90           13.92           17.45	2   3   4   Since Launch % 33.00 30.10 147.50 181.80	Submit Submit S Next> Last> Launch Date 03/09/07 @ [ 03/09/07 @ [ 25/10/05 @ [ 01/07/98 @ [

When you first add a fund to a short list you will get a confirmation of the funds that have been added.

Me	essage	from webpage
4	!	You have added Schroder ISF Mid East A Acc NAV \$, Franklin India A Acc USD, Henderson Hz PanEpnPropEq A2 Acc€ to your Short List. Your product choice is Quantum. You can only add further funds to your Short List that are available through Quantum.
		If you wish to create a new Short List based on a different product you can save this Short List and then click the 'Remove all Filters' button to continue.
		OK

Once you have finished making your fund selection, click on the *View Short Lists* button. This will show your list in the *Short Listed Funds* section.

### Create and save a list of funds (called a 'short list') continued

If you want to be able to retrieve the short list at a later date you must now save it. To do this click on the **Save/Manage Short Lists** button.

Short Lists	ort Listed Funds			×				S	ave / Manage	R 36	L 50
Details	rt Listed Funds		js & Risk	Charg	jes						
	Lists New Short List tails Price Performa Fund Name – Schroder ISF Mid East A Acc NAV : Franklin India A Acc USD	ame 🔻	3 Months % (Q)	6 Months % (Q)	1 Year % (Q) ▼	3 Years % (Q) ▼	5 Years % (Q)	5 Years Annualised % ▼	Since Launch %	Launch Date	<b>1</b>
Schrod	er ISF Mid Ea	st A Acc NAV \$	16.46 (1)	18.33 (2)	23.03 (3)	47.78 (2)	138.35 (1)	18.97	33.00	03/09/07	
Frankli	n India A Acc	USD	12.45 (1)	15.22 (1)	9.95 (2)	-9.90 (2)	91.86 (2)	13.92	147.50	25/10/05	
Hender	son Hz PanEj	pnPropEq A2 Acc€	5.35 (1)	14.14 (1)	22.10 (1)	39.99 (1)	123.47 (1)	17.45	181.80	01/07/98	
Add More F Portfolio S Export to	Funds D Ican Clic CSV Clic	elete Selected Funds ck this button to export ck this button to export	] t the above S t the above S	hort List of fu hort List of fu	unds into a p unds into a (	orofessional CSV file con	l, tailored repo taining the De	ort to present to yo stails, Price, Rating	our clients Is & Risk and	Charges in	formatic
Multiple Fact	sheets Tic	k up to 5 funds in the	above Short I	List then click	this button	to print off t	he factsheets	s in one PDF docu	ment		

This takes you to the *Manage Short Lists* section. Type in a list name and description for the list.

Click on the Save Changes button.

				<u>r</u> 3	<u>60</u>
List Name	Product Name	Description	Date Created	View	Delete
New short list name	uantum (3 funds) 🔺	Description text	]		
Mrs Montgomery	Paragon (3 funds) 🔺	New portfolio	14/04/14	View	Delete
Return to Fund Centre Save Changes					

Lists are saved in alphabetical order and will show either the date it was created or the date it was last edited and resaved.

There is provision for each user to save 20 separate short lists in the Fund Centre.

To return back to the main Fund Centre screen, click on the *Return to Fund Centre* button.

### Retrieve saved short lists

If you want to view a previously saved short list, click on the View Short Lists button on the main screen.

Search: Find a f	fund by entering only one of the ide	ntifiers below, then ch	100se Search			300
ISIN	Sedol		Citic	ode		Search
Or Filter: Step 1 – Choose	e product and/or fund type, then cho	oose Submit				
Active Products	ease select 💽 Legac Produ	cy Please selec	t 🔽	Fund Type Ple	ase select	
Step 2 – Choose	e additional filters to narrow your se	earch criteria, then ch	oose Submit			
Step 2 – Choose Fund Manager	e additional filters to narrow your se	earch criteria, then ch	oose Submit Hong Kong Authorised	All		
Step 2 – Choose Fund Manager Sector	additional filters to narrow your se All	earch criteria, then ch	oose Submit Hong Kong Authorised Crown Rating	All		
Step 2 – Choose Fund Manager Sector Fund Size	additional filters to narrow your se All All All	earch criteria, then chu v	oose Submit Hong Kong Authorised Crown Rating Unit Type	All		
Step 2 – Choose Fund Manager Sector Fund Size Asset Allocation Classes	a additional filters to narrow your se All All All All All All	earch criteria, then cho	oose Submit Hong Kong Authorised Crown Rating Unit Type Currency	All All All All		

Now click on the Save /Manage Short Lists button to display your full range of saved lists.

Short Listed	Funds RL
Short Lists New Si	Nort List Save / Manage Short Lists
No funds have been sho	t listed. Please add some funds
Add More Funds	
Portfolio Scan	Click this button to export the above Short List of funds into a professional, tailored report to present to your clients
Export to CSV	Click this button to export the above Short List of funds into a CSV file containing the Details, Price, Ratings & Risk and Charges information
Multiple Factsheets	Tick up to 5 funds in the above Short List then click this button to print off the factsheets in one PDF document
Issued by RL360 Insuran	ce Company Limited. Registered Office: RL360 House, Cooil Road, Douglas, Isle of Man, IM2 2SP, British Isles. Telephone: +44 (0)1624

This takes you to the *Manage Short Lists* section. Click on the *View* button next to the list you wish to display.

Manage Short I	.ists			F 3	<u>21</u> 60
List Name	Product Name	Description	Date Created	View	Delete
Mr B Brown	Quantum (3 funds)	Recommended savings 🛋 plan	15/04/14	View	Delete
Mrs Montgomery	Paragon (3 funds)	New portfolio	14/04/14	View	Delete
Return to Fund Centre	Save Changes				

### Edit saved short lists

Short lists can be edited at any time by adding or deleting funds.

To add more funds to a short list, go to the *Manage Short Lists* section. Click on the *View* button to the right of the list you wish to edit.

Manage Short L	ists			<u>RL</u> 360
List Name	Product Name	Description	Date Created	View Delete
Mr B Brown	Quantum (3 funds)	Recommended savings 🛋 plan 🔽	15/04/14	View Delete
Mrs Montgomery	Paragon (3 funds)	New portfolio	14/04/14	View Delete
Return to Fund Centre S	ave Changes	see Cooll Read Dauglas Jale of Map 182 2000	British Jalas Talanh	005: +44 (0)1624

Now click on the Add More Funds button and this takes you to the main Fund Centre screen.

Short	Lists Mr.B.	<b>Fund</b>	ls				Save / Man	R 36	I 5(	<b>)</b>
De	etails Pri	ce F	Performanc	e Ratings & Risk	Charges					
	ISIN <del>V</del>	Sedol 🔫	Citicode T	Management Co <del>▼</del>	Fund Name 🚩	Unit Type ▼	Sector	Hong Kong Authorized	M	8
•	LU0314587907	B23THQ2	DAY6	Schroder Investmt Mgt (LUX)S.A.	Schroder ISF Mid East A Acc NAV \$	Acc	Equity - MENA (FinEx)	Y		
7	LU0088927925	5496789	HY03	Henderson Management SA	Henderson Hz PanEpnPropEq A2 Acc€	Acc	Property - Europe (FinEx)	Y		0: 
•	LU0231203729	B0LN2Y5	ON34	Franklin Templeton Internation	Franklin India A Acc USD	Acc	Equity - India (FinEx)	Υ		
A	dd More Funds	Delete	Selected Fur	ds						
F	ortfolio Scan	Click this	button to ex	port the above Short List of	funds into a professional, tailored r	eport to p	resent to your clients			
E	export to CSV	Click this	button to ex	port the above Short List of	funds into a CSV file containing the	Details, F	Price, Ratings & Risk a	nd Charges inf	forma	ation
Mul	tiple Factsheets	Tick up t	o 5 funds in t	he above Short List then clie	ck this button to print off the factshe	ets in on	e PDF document			

Page-by-page tick each additional fund you require and click the *Add to Short List* button (remember you need to do this before you move to a new page so that you don't lose your selection).

You can also choose any option in the Step 2 filters to help you find the funds you wish to add to the short list.

When you have finished, click on the *View Short Lists* button. If you are happy with your revised short list then click on the *Save/Manage Lists* button and click the *Save Changes* button.

Once you have finished editing your short lists, click on the *Return to Fund Centre* button at the bottom of the *Manage Short Lists* section and this will take you back to the main screen in the Fund Centre.

### Delete a saved short list or individual funds from short lists

You can easily manage your short lists so that they remain appropriate to your requirements.

To delete a short list you no longer require, you need to go to your *Manage Short Lists* section, and then click the *Delete* button to the right of the short list to be removed.

				<u>R</u> 36				
List Name	Product Name		Description	Date Created	View	Delete		
Mr B Brown	Quantum (3 funds)	4	Recommended savings 📩 plan 🗸	15/04/14	View	Delete		
Mrs Montgomery	Paragon (3 funds)	<u>^</u> ▼	New portfolio 🔺	14/04/14	View	Delete		

To delete individual funds within a short list, retrieve the short list you would like to edit by clicking the *View* button next to the list. Tick only the funds to be deleted and click on the *Delete Selected Funds* button.

Short	ort Listed	<b>Fund</b>	ls	×			Save / Mani	R 36	L 50
De	etails Pri	Save / Manage Short Lists       Price     Performance     Ratings & Risk     Charges       SN +     Sedol +     Citicode     Management Co +     Fund Name     Unit Type     Sector     Hong Kong Authorized     IIII							
	ISIN <del>V</del>	Sedol <del>v</del>	Citicode T	Management Co <del>↓</del>	Fund Name 🔻	Unit Type ▼	Sector	Hong Kong Authorized	
	LU0314587907	B23THQ2	DAY6	Schroder Investmt Mgt (LUX)S.A.	Schroder ISF Mid East A Acc NAV \$	Acc	Equity - MENA (FinEx)	Y	
	LU0088927925	5496789	HY03	Henderson Management SA	Henderson Hz PanEpnPropEq A2 Acc€	Acc	Property - Europe (FinEx)	Y	
◄	LU0231203729	B0LN2Y5	ON34	Franklin Templeton Internation	Franklin India A Acc USD	Acc	Equity - India (FinEx)	Y	
A	dd More Funds	Delete	Selected Fur	nds					
F	Portfolio Scan	Click this	button to ex	port the above Short List of	funds into a professional, tailored r	eport to p	resent to your clients		
E	Export to CSV	Click this	button to ex	port the above Short List of	funds into a CSV file containing the	Details, F	Price, Ratings & Risk a	nd Charges inf	ormatior
Mul	Itiple Factsheets	Tick up t	o 5 funds in f	the above Short List then cli	ck this button to print off the factshe	eets in on	e PDF document		

When finished remember to save the changes to your new list by clicking on the **Save/Manage Short Lists** button and then clicking on the **Save Changes** button.

### Produce an individual fund factsheet

A fund factsheet can be produced for every fund and will contain core information that FE has been able to source for the fund. To do this, simply click on the *fund name or factsheet icon* next to the fund on the main screen.

Search ar	nd Filter	r Options	5						7
Search: Find	a fund by (	entering only	one of the	identifiers below, then	choose Search			30	)(
ISIN			Se	dol	Citico	de		Sear	irch
Or Filter: Step 1 – Choos	se product	and/or fund	type, then	choose Submit					
Active Products	Fund Centre       Search and Filter Options       Second								
You are now re	esearching	funds that an	e currently a	allowable under Quantu	m. Factsheets will reflect t	he terms a	vailable for a given fund throu	igh Quantum.	
Step 2 - Choos	se addition	al filters to n	arrow you	r search criteria, then cl	noose Submit				
Fund Manager	All				Hong Kong Authorised	All			
Sector	All				Crown Rating	All			
Fund Size	All				Unit Type	All			
Asset Allocati	on All				Currency	All			
Add to Sł	hort List	Vie	w Short Lis	ts Clear Shor	t List		Remove all Filters	Subr	mit
Add to St Results: Fu	hort List nds 1 – {	Vie	w Short Lis	ts Clear Shor	t List		Remove all Filters	Subr	mit
Add to Sł Results: Fu Details	Aud Centre       Search and Filter Options         arch: Find a fund by entering only one of the identifiers below, then choose Search       Image: Chicode       Search         at       sedol       Citicode       Search         Filter:       1 - Choose product and/or fund type, then choose Submit       Search       Fund       All       Search         at an ow researching funds that are currently allowable under Quantum. Factsheets will reflect the terms available for a given fund through Quantum.       All       Search         2 - Choose additional filters to narrow your search criteria, then choose Submit       All       Search       All         4 Manager       All       Search       All       Search       Search         4 do Short List       View Short List       Clear Short List       Remove all Filters       Submit         subts: Funds 1 – 50 of 240       Search       Find Ranger       And       Sector       Monger         2 - Lu0372758754       B380F13       D5X4       VAM Funds (LUX)       VAM International Real       Acc       Property - International (Finds)       N       Sector       Monger       International (Finds)       N       Sector       Monger       International (Finds)       N       Sector       Monger       Sector       Monger       Sector       Monger       Sector								
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The content of each factsheet contains the following information:

- **Fund objective** aim of the fund
- Fund facts including launch date, sedol, ISIN, sector, currency, unit type, fund type, fund size, domicile
- Purchase information initial charge, management charges, minimum initial and additional subscription amounts
- **Performance chart** fund displayed against its sector average based on last price available
- Cumulative performance 1 months to 5 years performance based on last month end
- Annualised performance 1 to 5 years performance based on last month end
- Discrete performance 1 to 5 years performance based on last quarter end
- **Top ten holdings** the top ten holdings of the fund.
- Asset split relevant fund splits; asset, sector and region



### Produce an individual fund factsheet continued

The 2 page factsheets are produced as a PDF document that can be saved and printed.

The performance graph on the factsheet will show data to the last price held by FE.

The Annualised and Cumulative performance tables will display performance to the last month end.

The Discrete performance table will display performance to the last quarter end.



#### Unavailable data



There may be some instances when FE has only been able to source a limited amount of information on a fund. When this is the case, a factsheet can still be produced but the fields will contain 'Not available' to indicate that the piece of data is unavailable.

Note that for the following fields the data (where possible) will be supplied by RL360°, as FE do not source this data:

- Bloomberg ticker
- Ethical Focus
- Shariah compliant
- Discounted initial charge

For funds under 'Whole of Market' this data would only be displayed in instances where the fund has been reviewed and is acceptable under one of our products.

# Produce multiple fund factsheets

As well as viewing factsheets one at a time, there is a facility which allows you to view up to 5 factsheets in one download making it quicker for you to retrieve and print fund information. You access this option through your short lists.

Either create a new short list of funds or retrieve an existing short list you have previously saved.

Now tick up to 5 funds in the short list and click on the *Multiple Factsheets* button. The factsheets will appear in one PDF document.

Short	Lists Mr B B	rown		•			Save / Mana	ge Short Lists	
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•	LU0132414144	7178449	XX22	Aberdeen Global Services S.A.	Aberdeen Gbl Sel EmgMkts Bd A2 \$	Acc	Fixed Int - Emerging Markets (FinEx)	Y	
~	LU0376989207	B3Y8Z83	AKY2	Aberdeen Global Services S.A.	Aberdeen Gbl Sel EmgMkts Bd A2H €	Acc	Fixed Int - Emerging Markets (FinEx)	Y	4
◄	LU0231203729	B0LN2Y5	ON34	Franklin Templeton Internation	Franklin India A Acc USD	Acc	Equity - India (FinEx)	Y	3 (
7	LU0088927925	5496789	HY03	Henderson Management SA	Henderson Hz PanEpnPropEq A2 Acc€	Acc	Property - Europe (FinEx)	Y	3
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### Create a fund performance chart

A fund performance chart can be produced for each fund featured in the Fund Centre. The chart will automatically include the fund's sector average (this is the sector as assigned by FE). To view a chart click on the *chart icon* to the far right of the fund and the interactive chart will appear in a new window.

Search: F	ind a fund by	entering only	one of the	identifiers below, then	choose Search			- 36	50		
ISIN			Se	dol	Citicod	e		Sei	arch		
Or Filter: Step 1 – Ch	hoose produc	t and/or fund	type, then	choose Submit							
Active Products	Quantum	1	<b>v</b>	Legacy Products	elect 🔽 F	und [	All		*		
You are no	w researching	funds that are	e currently a	allowable under Quantu	n. Factsheets will reflect th	e terms av	vailable for a given fund throu	gh Quantum	1.		
Step 2 - Ch	hoose additior	nal filters to n	arrow you	search criteria, then cl	100se Submit						
Fund Mana	ager All				Hong Kong Authorised	All			•		
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Fund Size	All				<ul> <li>Unit Type</li> </ul>	All			•		
Asset Allo	cation All				Currency	All			•		
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Within the chart you can now change the performance period. The options generally available are Monthly (1 month, 3 months, 6 months, 12 months) or Yearly (1 year, 3 years or 5 years), but what you can choose will depend on the age of the fund.

Whenever you change the performance period within the *Change time scale* filters, you will need to click the *Update Chart* button to refresh the screen.



You can also create a comparison chart by adding other funds, a sector average or an index from the *Choose an Instrument* section.

Each time you select an item from this section, click on the *Add Instrument* button to refresh the screen and produce your revised chart.

### Create a fund performance chart continued

Should you add in a fund, sector or index that has a shorter performance history than the existing fund in your graph, the time scale options will automatically reduce to the maximum available for all the assets you are displaying. For example, your chart is displaying a fund that has more than 5 years price history and you add in an additional fund that only has a 13 month price history. The time scale will now only allow you to display the chart time period for 12 months or less.

The date the fund was launched can be found in the *Performance* column in the Fund Centre. Please note though that in some circumstance FE may not hold a full price history for a fund so you may not be able to display a chart for the time period you want even though the launch date indicates you should be able to.

The date the last price was collected for any fund can be viewed in the *Prices* column on the Fund Centre main screen. The most recent date the chart can show performance up to will be based on the last collected price for the fund choices in your chart.

Within the lower part of the screen you can choose to temporarily hide funds from the chart by ticking them and clicking the *Hide* button.



To redisplay these hidden funds, tick the boxes again and click the **Show** button.

There is also the option to permanently delete funds from the chart by ticking them and clicking the *Remove* button.

To print the chart, click the Print Chart button.

To save the chart to your computer you will need to have a PDF Creator installed in your printer options. Choose *Print Chart* button and select your PDF printer option.

### Export data into excel

Should you wish to export data for any funds into excel you can do this very quickly using the short lists functionality. Either create a new short list of funds or retrieve an existing short list you have previously saved.

In the *Short Listed Funds* section ensure the funds that you want to export are ticked.

Sh	ort Listed	Funds						R 36	I 5(	)
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₽	LU0231203729	B0LN2Y5	ON34	Franklin Templeton Internation	Franklin India A Acc USD	Acc	Equity - India (FinEx)	Y	8	1402
ঘ	LU0088927925	6496789	HY03	Henderson Management SA	Henderson Hz PanEpnPropEq A2 Acc€	Acc	Property - Europe (FinEx)	Y		10
⊽	LU0314587907	B23THQ2	DAY6	Schroder Investmt Mgt (LUX)S.A.	Schroder ISF Mid East A Acc NAV \$	Acc	Equity - MENA (FinEx)	Y		1
Ad	dd More Funds	Delete S	elected Fur	nds						
F	Portfolio Scan	Click this	button to ex	port the above Short List	of funds into a professional, tail	ored rep	ort to present to your client	s		
E	Export to CSV	Click this information	button to ex on	port the above Short List	of funds into a CSV file contain	ing the [	Details, Price, Ratings & Ris	sk and Charge	s	
Mul	tiple Factsheets	Tick up to	5 funds in t	he above Short List then	click this button to print off the I	actsheet	is in one PDF document			

Click on the *Export to CSV* button and the data will appear in a csv file, which can then be saved in excel format.

The data exported will be the information that is held in the five columns: *Details*, *Price*, *Performance*, *Ratings & Risk* and *Charges*.

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### Create a Portfolio Scan report

Using the short lists functionality you can create a professional looking fund analysis report called a Portfolio Scan, tailored to a particular client.

The report analyses a collection of funds (commonly known as a 'portfolio') and in doing so provides information on how the portfolio as a whole has performed over specific time periods. Conducting an 'x-ray' of the entire portfolio, the report provides key information such as overall exposure by asset class, sector and region.

The report provides the following information across the entire portfolio:

- The chosen investment funds and their percentage of the portfolio
- The top 10 holdings
- The asset allocation split
- The sector split
- The region split
- Performance versus a chosen benchmark and presented on a discrete, annualised and cumulative basis
- Top 10 holdings overlap within the portfolio

The report allows you to demonstrate to a client how a collection of funds perform together as opposed to how each fund performs on an individual basis. The report can be used for an existing client portfolio as part of regular reviews or when dealing with prospective clients.

Please note that the Scan does not take into account any product specific charges and you can only quote on a single premium basis.

To produce a Portfolio Scan document, create a short list of the funds for the portfolio or retrieve a previously saved short list. The funds ticked will be included in the report.

#### In the Short Listed Funds section click on the Portfolio Scan button.



# Create a Portfolio Scan report continued

In the next screen enter your client's name, portfolio investment amount, your company details, one benchmark for the performance comparison, a date range for the performance and finally the percentage split of each fund within the portfolio.

This tool allows you to me	ste an angranate view of a portfolio of funds for your plicet. The Deutfolio Case your details the encounter of	
the portfolio allocated to e	ate an aggregate view of a portion of runos for your crient. The Portion Scan report details the percentage of ach fund, the overall asset allocation, sector and regional breakdowns, and a range of performance statistics.	' <b>3</b> 6
Client Details		
Name of client		
Currency	GBP	
Amount invested		
Adviser Details		
Name of adviser		
Adviser company name		
Telephone		
Email address		
Step 1. Choose the be	nchmark	
This is the index against w	hich the portfolio will be benchmarked.	
Indices Step 2. Choose the tin	Results	
Indices Step 2. Choose the tim This is the time period ove Date Range	Results  re period  ar which the performance graph for the portfolio will be created.           1 year	
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Now click on the View Portfolio Scan button.

# Create a Portfolio Scan report continued

The report will now be created in pdf format allowing you to print or save the document to your computer.

<page-header>         Prepared on 18 April 2014         Portfolio scan using the RL360° fund centre         Created for:       Mr B Brown         Investment amount:       G DP 500,000         Created by:       Tom Jones of ABC &amp; Co         Contact:       Contact Contact:         About your portfolio       Image: Contact:         This report provides information about a collection of investment fund and provides information in terms of your overal portfolio. For instance instead of telling you which investment fund has increased the most over a operation in the grout of your overal portfolio. For instance instead of telling you which investment fund has increased the most over a operation in your portfolio are performing as a whole and your exposure to certain asset classes, sectors and regions - these are explained a little later:         Where you have selected funds in multiple currencies their performance will be calculated in relation to your overal portfolio of chosen investment funds?         Page 1       Partfolio of chosen investment funds?         Page 2       Partfolio of chosen investment funds?         Page 3       Pagion split         Page 4       Page 10 portfolio holdings?         Page 4       Partfolio of chosen investment funds?         Page 4       Page 10 portfolio holdings?         Page 4       Page 10 portfolio holdings?         Page 5       Page 10 portfolio portfolio page: Page:</page-header>	Portf	olio Scan				
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<text><text><text><text><text><text><text></text></text></text></text></text></text></text>	Portfol	lio scan usin	g the RL360°	fund ce	ntre	0
Investment amount: GBP 500,000 Created by: Tom Jones of ABC & Co Contact: Enail - Tom@aboco.com About your portfolio This report provides information about a collection of investment funds, commonly known as a portfolio. In combines all of the data available about each investment fund and provides information in terms of your overall portfolio. For instance instead of telling you which investment fund has increased the most over a certain time period, it will full you how all of the investment funds in your portfolio have period. It will full you how all of the investment funds as portfolio. The period. This report is designed to help your adviser explain how all of the investment funds within you portfolio are performing as a whole and your exposure to certain asset classes, sectors and regions - these are explained a little later. Where you have selected funds in multiple currencies their performance will be calculated in relation to your chosen investment currency. <b>Contents</b> Page 2 Portfolio of chosen investment funds Page 3 Region split Page 3 Region split Page 4 Discrete performance Page 4 Annualised performance Page 6 Comulative performance Page 6 Comulative performance Page 6 Important notes Page 8 Important notes Page 9 Important notes Page 9 Important notes Page 1 Import	Created	for:	Mr B Brown			
Contact:       Telephone - 10234 4587801 Email - Tom@abcco.com         About your portfolio       Image: Tom@abcco.com         Contact:       Image: Tom@abcco.com         Contact:       Image: Tom@abcco.com         About your portfolio. For instance instead of telling you which investment fund has increased the most over a certain time period, it will tell you how all of the investment fund se investment funds within you portfolio are performing as a whole and your exposure to certain asset classes, sectors and regions - these are explained a little later.         Where you have selected funds in multiple currencies their performance will be calculated in relation to your ohosen investment funds         Page 1       Portfolio of chosen investment funds         Page 2       Portfolio holdings         Page 3       Asset allocation split         Page 4       Disorete performance         Page 5       Top 10 portfolio holdings         Page 4       Cumulative performance         Page 5       Top 10 holdings overlap within portfolio         Page 6       Important notes         P	Investme	ent amount: by:	GBP 500,000 Tom Jones of 1	ABC & Co		
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About your portfolio         Image: Stand Sta			Email - Tom@	abcco.com		
This report provides information about a collection of investment funds, commonly know as a portfolio. It combines all of the data available about each investment fund and provides information in terms of your overall portfolio. For instance instead of telling you which investment fund has increased the most over a certain interperiod. It will tell you how all of the investment funds in your portfolio have performed in that time period. This report is designed to help your adviser explain how all of the investment funds within you portfolio have performing as a whole and your exposure to certain asset classes, sectors and regions - these are explained a little later. Where you have selected funds in multiple currencies their performance will be calculated in relation to your obsen investment currency. Contents Page 2 Portfolio of chosen investment funds Page 3 Region split Page 3 Region split Page 3 Region split Page 4 Annualised performance Page 4 Comutative performance Page 6 Disoretie performance Page 6 Important notes Vou can court on us	About	your portfol	lio			0
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### Top 10 portfolio holdings

Every investment fund will have underlying holdings, for instance an equity fund will nevez in various propanies, 'Royal Dutch Shell' the petroleum company would be an example. The table below shows you what percentage of your overall portfolio is invested in the underlying holdings of your chosen investment.

EMAAR PROPERTIES	3.88%
TURKCELL ILETISIM HIZMET	2.26%
KUWAIT INVESTMENT PROJECTS	2.04%
GULF INTERNATIONAL SERVICES COMPANY	1.90%
AKBANK TURK ANONIM SIRKETI	1.67%
HSBC BANK PLC PALMS988 27/03/15(SAUDI INDUST)USD8.47	1.67%
TURKIYE PETROL RAFINERILERI A.S.	1.47%
INFOSYS	1.44%
THE NATIONAL BANK OF KUWAIT	1.39%
LAND SECURITIES GROUP PLC	1.37%

Each investment fund making	up your portfolio will have an objective	and this will generally determine its
'asset class'. An example wou companies and generate a ref well something is performing), classes, so the pie chart below	Id be a UK Equity fund which would or turn that is better than a certain benchr. Your portfolio will likely contain invest w shows what percentage of your portf	nly look to invest in UK based mark (a 'yardstick' for measuring how ment funds within different asset olio is within each different class.
Only the top 10 asset classes	are shown.	
	<ul> <li>15.20% Indian Equities</li> <li>14.30% Property Shares</li> <li>11.40% Unrish Equities</li> <li>7.00% Global Fixed Interest</li> <li>7.80% Saudi Arabian Equities</li> </ul>	6.00% Emikan Equilies     5.40% Qatari Equilies     5.20% Kowali Equilies     5.20% Kowali Equilies     3.00% Brazilian Flued Interest     23.80% Others
Sector split		
	<ul> <li>25.80% Financials</li> <li>19.40% Fixed Interest</li> </ul>	<ul> <li>5.60% Energy</li> <li>5.50% Industrials</li> </ul>
	15.10% Property Shares     0.70% Telecommunications     Utilities	4.30% Information Technology     3.30% Money Market     8.40% Others
	16.10% Property Shares     16.10% Property Shares     10% Telecommunications     Utilities     6.90% Materials	4.30% Information Technology     3.30% Money Market     8.40% Others
Region split	15.10% Property Shares     0.70% Telecommunications     Utilities     5.00% Materials	4.30% Information Technology     3.30% Money Market     8.40% Others
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Region spite	If 15109, Property Shares     C709, Recommunications     Utilize     Softwares     Softwares	

Page 2 of 6

# Create a Portfolio Scan report continued



Once finished, in order to get back to the Fund Centre click on the *Return to Fund Centre* button on the details entry screen.

### Trouble-shooter – questions and answers

#### Q. Why is certain data or information missing on some of the funds?

A. The majority of fund information contained in the RL360° Fund Centre is supplied by FE. The availability of data is therefore subject to FE being able to source and collect this from the relevant external sources such as fund managers. There may be instances when some information is not available to FE. Examples may be the latest fund prices, charging data such as the Annual Management Charge or Standard Initial Charge. Where this is the case, the unobtainable information will be displayed as a hyphen (—) or Not available.

All information available by FE in the *Charges* column will be displayed numerically. If there is no charge applicable to a fund this will be displayed as 0.000%. If a hyphen (—) is displayed in this section it means the data is unavailable, not that there is no initial charge payable on the fund.

#### Q. When I do a fund search and use the drop-down filters to narrow my search, why do I get zero results?

A. This is because there is no data held on the Fund Centre that matches your particular filter search. You need to put the filters back to the default position of *All*, click *Submit* to refresh the filters and then try another search option. To start a totally new search on a new product you can click on the *Remove all Filters* button to clear the screen.

#### Q. Why do some funds show bid and offer prices and others only mid price?

A. A dual priced fund, such as a Unit Trust, will show a bid and offer price. A single priced fund will only show a mid price.

#### Q. Why are my selected funds not being saved in my short list?

A. When you tick the funds you want to add to your short list ensure you click on the *Add to Short List* button before you move to another page and select more funds. You can only add up to a maximum of 50 funds to any one short list.

### Q. Why won't my chart display a fund using my chosen time scale?

- A. This is because one of the funds you have selected has not been established for that length of time or the historical data is not available in the FE database. The chart will only allow you to display a performance period based on the youngest fund or from when price data is available in the FE database.
- Q. I've chosen to add some additional funds/indices/sectors into a performance chart, but they don't all display in the chart when I click the *Update Chart* button. Why not?
- A. This is because the performance data is not available for one of the chosen funds and therefore cannot be displayed.

# Q. When I view a fund factsheet or chart from the Fund Centre, the fund performance against a sector does not appear to be the same as the factsheet available direct from the external fund manager, why?

A. FE has its own sector categories, as do most data collection agencies. The sector that the fund is categorised in is based on the FE sector assigned to the fund. By default this is shown on the Fund Centre factsheets and charts. The charting tool allows you plot performance against alternative sectors or indices should you wish to change this from the FE sector or to try and match an external fund manager's benchmark.

It may also be possible that the performance period on the external fund managers factsheet may not be for the same period as the Fund Centre factsheet or they may have used a different share class for the performance statistics.

# Still experiencing problems?

If you experience problems with general navigation of the Fund Centre or wish to report a problem, please contact your local sales branch for assistance or email <u>investment.marketing@rl360.com</u> detailing the issue you have encountered.

If you experience problems with your Online Service Centre login you can contact our Web Support team at <u>websupport@rl360.com</u> for assistance.

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	Email: investment.marketing@rl360.com
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Lebanon branch	Tel: +961 (1)202 183
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Please note that literature relating to on our new business product range can be viewed from the downloads section of our website.

### Important notes

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The underlying data is provided by FE and RL360° and we are in no way responsible for its accuracy. Any instances where the data is not provided by FE will be indicated on the Fund Centre factsheet as being supplied by RL360°.

RL360° does not provide investment advice and does not recommend the use of any fund manager or investment fund detailed within the Fund Centre. RL360° is not responsible for, and will not compensate policyholders in relation to, the performance of any investment fund.

The value of investments can go down as well as up purely because of exchange rates. This may happen when investments are valued in overseas currencies.

Where a RL360° policy is linked to a particular investment you and your client should be aware that those investments will be owned by RL360°, and in most cases, as a corporate investor, policyholders will not be eligible for compensation under investment compensation schemes.

Funds not authorised or registered in Hong Kong are not available to Hong Kong residents.

Owners of policies issued by RL360 Insurance Company Limited receive the protection of the Isle of Man Compensation of Policyholders protection scheme, which covers an amount equal to 90% (subject to the provisions of the scheme) of RL360°'s liability where it is unable to meet its financial obligations. RL360° reserve the right to adjust the returns to cater for any levy or charge made on it under the regulations or similar legislation.

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You can count on us

