



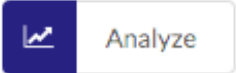
## Wealthscope: User Guide for CI Direct Trading

You have access to three integrated segments: **ACCOUNTS**, **PORTFOLIOS**, and **PLANNING**.

### ACCOUNTS

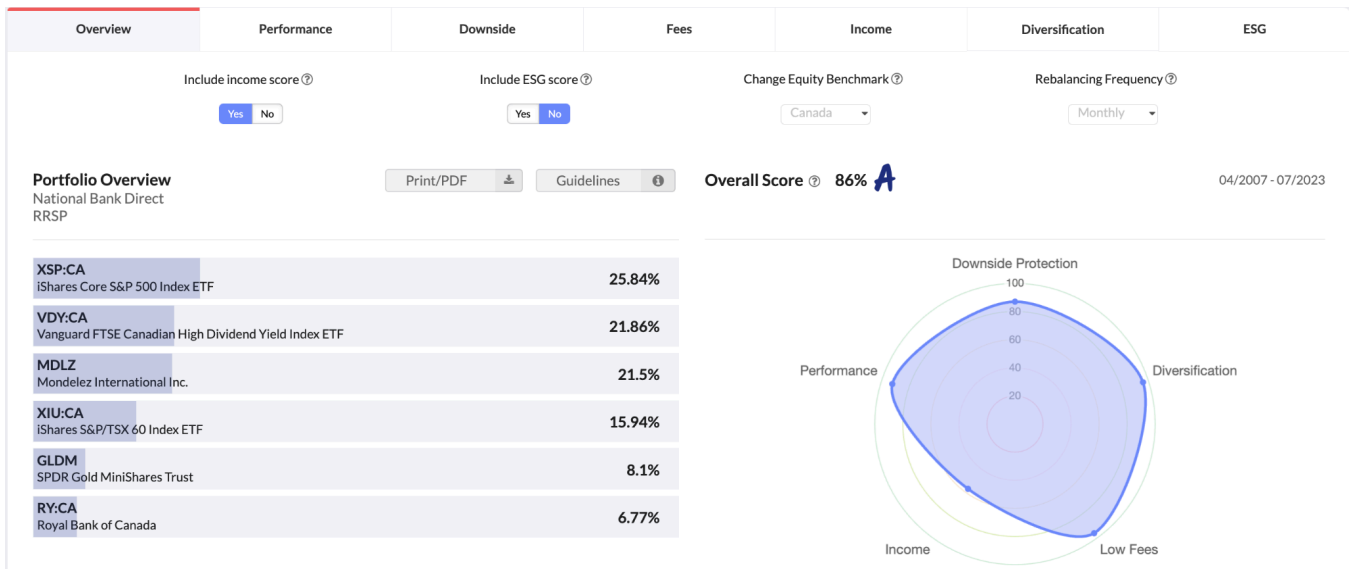
Have your investment accounts analyzed on demand. The securities currently supported in the analysis are Canadian and U.S. stocks, Canadian and U.S. ETFs, Canadian mutual and aggregated funds (except private funds), and most bank HISA funds.

Click the **ACCOUNTS** tab on the landing page to enter the **'My Accounts'** segment.

1. 'Overview' in **My Accounts** will display an aggregation of key account information across all of the accounts added in Wealthscope. The individual tabs that follow will show key account information for each specific account.
2. If you would like to add investments held at another institution for analysis, you can manually input your account information by clicking 'Manually Enter' in the top right corner of **My Accounts**.
3. To generate your **Wealthscope Portfolio Scorecard** (detailed below) for an investment account, click the "Analyze" button in the top right corner. USD accounts can be analyzed in CAD or USD.
4. Alternatively, you can select a *specific* group of accounts to be analyzed. Toggle 'Group accounts for analysis' at the top. Once you are done selecting accounts, click "View Group" and then "Analyze". When grouping accounts in different currencies, USD accounts are converted to CAD.
5. To Delete/Edit a manually entered account, scroll to the bottom of that specific account page.

# WEALTHSCOPE PORTFOLIO SCORECARD

A portfolio will be given an overall letter and percentage grade, as well as individual grades for **6** important portfolio dimensions: **risk-adjusted performance, downside protection, diversification, fund fees, income, and ESG.**



## Control Panel

The control panel allows you to customize your Scorecard.

### i. Include All & Replace

Wealthscope scores a portfolio in each dimension based on how well the portfolio has performed during the specific time period in question. The period is dictated by how far the securities go back in history. If the securities are relatively new, they may be filtered out (see “Guidelines”) and displayed with a red outline. For some ETFs with a short history, we use the underlying index returns (minus the MER) prior to inception in the portfolio analysis.

To accommodate these holdings, you can replace them with a similar proxy by clicking the two-way arrow to access the “Replace” function. Alternatively, toggle “Include All Holdings” to “Yes” in the top control panel to override the guidelines. If included, short history holdings can potentially skew the analysis and the Scorecard should be interpreted with caution.

## ii. Include Income Score

The default is YES, meaning that the income score is included in the calculation of the Overall score. You can toggle to NO to exclude income if it is not an important goal for the portfolio.

## iii. Rebalancing Frequency

By default, the Scorecard assumes the portfolio will be rebalanced to its current weights each month. The “Rebalancing Frequency” toggle allows you to dynamically change the default assumption to “Quarterly” or “Monthly” and generate an analysis that more accurately matches your investment strategy.

## iv. Custom Benchmark

Your portfolio is analyzed against a benchmark for Performance and Downside Protection, which is selected automatically depending on which one of the eleven asset allocations your portfolio is closest to (100% equity, 90% equity - 10% fixed income ... to 10% equity - 90% fixed income, or 100% fixed income). The default equity portion of the benchmark is the S&P/TSX Capped Composite ETF, but you can choose a global equity index instead (see dropdown at the top-right of the Overview page). Or, you can create a custom benchmark (Annual & Jubilee subscribers Only).

## v. ESG Score (Annual & Jubilee subscribers only)

Wealthscope partners with OWL Analytics to bring you ESG scores for each of your holdings as well as your portfolio as a whole. The default of this toggle is set to NO. You should always check the ESG coverage for the portfolio’s holdings first by clicking on the ESG tab at the top, before including the ESG score in the Overall score.

## Dimension Scores

Click on each tab at the top of the Scorecard to see the details for each dimension.

**Performance** – an evaluation of past performance based on risk-adjusted returns as well as annualized returns relative to the benchmark, which is a portfolio of two index ETFs that has a similar asset allocation of stocks and bonds to your portfolio. A higher score is more desirable.

**Downside Protection** – an evaluation of the portfolio’s ability to limit losses when there is a stock market downturn. Downside capture, maximum drawdown, and downside risk

relative to the benchmark portfolio are used for this score. A higher score is more desirable.

**Diversification** – an evaluation of your portfolio’s ability to diversify risk, scored in terms of the portfolio’s weighted average pairwise correlation and the following three dimensions, across regional stock markets, macroeconomic factors, and global business sectors. A higher score means that your portfolio’s risk exposures are more spread out and are more desirable.

**Fund Fees** – an evaluation based on your portfolio’s weighted average management expense ratio (MER). MER is a fee charged by ETFs and mutual funds. Depending on the series (e.g., A), it may include a trailing commission that compensates the advisor who sold the fund. Please note that fund returns are reported net of MER. Additional advisory or trading fees are not included in this score. When a MER is unavailable for a given fund, it will be replaced by the category average; this will be indicated in a message to the right of the MER value. A higher score indicates lower fund fees, which is more desirable.

**Income** – this refers to income such as dividends and fund distributions. It is the weighted average yield of the portfolio. The maximum is set at 5%, meaning that a portfolio with a yield of 5% or more will receive a score of 100%. A higher score represents a higher income yield. Depending on your investment strategy, you may or may not be looking for income from your investments.

**ESG** – ESG ratings for stocks and funds are powered by OWL Analytics, a big data analytics firm specializing in ESG research. Please note that ESG ratings are not evenly distributed. For example, very few stocks and funds have ESG ratings above 80 and a 0-100 scale currently. Wealthscope takes this into account and rescales the ratings when grading the ESG dimension of the portfolio. Please note that not all holdings have ESG coverage.

To Print or Download a PDF of your Scorecard, visit the Portfolio Overview tab and click the “Print” button located above the holdings list.

### Additional Scorecard Tools:

1. **Compare** an account with a portfolio previously saved in the **PORTFOLIOS** segment (see below) or with a ‘What-If’ portfolio you specify on the fly. The ‘Compare’ function (the Scale icon) can be found on the red panel of any **Wealthscope Portfolio Scorecard** on the left.
2. **Replace** an excluded holding to due its short history with a proxy in the Scorecard using the ‘Replace’ (two-way arrows) icon. **Note:** The replace icon will only appear beside holdings that have been excluded due to short history. To read Wealthscope’s exclusion rules, hover over “Guidelines” in the Scorecard to the left of ‘Overall Score’.



**Disclaimer:** The **Wealthscope Portfolio Scorecard** is based on an objective, data-driven evaluation of each portfolio dimension. It provides a useful tool for analyzing and comparing portfolios within the same risk category or asset allocation to help you identify opportunities for further research. It should not be considered a recommendation to buy or sell individual securities or portfolios. A well-known disclaimer applies – past performance is not necessarily indicative of future performance.

## PORTFOLIOS

There are several portfolio builders designed for your research in the Portfolios segment. Select “Create a New Portfolio”.

- **DIY Portfolio Builder:** A quick way to test portfolio ideas by inputting any Canadian and U.S. stocks, ETFs, and Canadian mutual and segregated funds (except private funds) using their tickers/fund codes and corresponding weights. You can also allocate weights to Bitcoin and/or Ethereum here to see their impact.

The following portfolio builders are developed by Wealthscope (hence the logo next to their names):

- **ETF Portfolio Builder:** Pick your own asset mix from different asset classes. You can see the ETFs that track each asset class by clicking the “Execute” (money) icon on the red panel of the Portfolio Scorecard on the left. This is an excellent place to build benchmark or core portfolios.
- **SmartRisk Portfolio Builder:** Machine learning is leveraged to generate ETF model portfolios for tactical asset allocation, using 32 asset categories. You can use it to optimize specific risk exposures, including human capital. These models are perfect to use as customized core portfolios. Like the ETF Portfolio Builder, click the “Execute” (money) icon to see the list of ETFs. [\(Annual & Jubilee Subscribers Only\)](#)

### Notes:

- I. Once you have built a portfolio, you will automatically receive a **Wealthscope Portfolio Scorecard**.
- II. You can **edit/save** these portfolios using the icons on the left panel of the **Wealthscope Portfolio Scorecard**. Once saved, you can use them to compare against your actual investments or against other saved portfolios (using the ‘Compare’ function in the Scorecard, which is the Scale icon on the left), or for use in **PLANNING** to simulate returns.



- III. Select 'Revisit a Saved Portfolio' to see portfolios saved from Portfolio Builders and What-If Comparisons (i.e. 'From Your Accounts').
- IV. Select "View our Model Portfolios" to view 5 Wealthscope-built portfolios that are optimized for different risk profiles. Use them for comparisons and in **PLANNING**.

## PLANNING

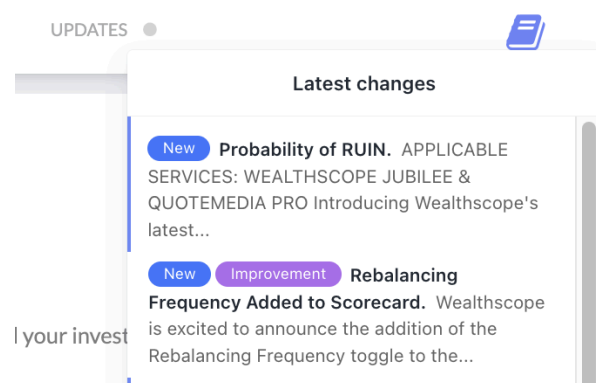
These are tools crafted separately for the accumulation and the decumulation phases of retirement planning. The **Target Saving** tool is multi-purpose and can be used for general financial planning, such as saving for children's education.

1. Select Retirement Blueprint to complete a 4-part questionnaire that guides you to:
  - a. Calculate annual spending needs net of expected retirement income such as pension benefits.
  - b. Determine your **Target Wealth** at retirement, which is the desired size of your nest egg.
  - c. Determine your **Target Saving**, which is the monthly saving required from now until retirement to achieve your Target Wealth. For simulations, you can choose a Wealthscope Model Portfolio or a portfolio you have previously saved using our Portfolio Builders in the **PORTFOLIOS** segment.
  - d. **Target Wealth** and **Target Saving** assume that your investments are held in registered accounts. However, that may not be the case. Rather than making assumptions about your future tax brackets, Wealthscope calculates the expected taxes from the investment portfolio for the next year. This amount (if any) represents the extra savings required, and will change with your tax bracket. This calculation uses your current income and contribution room.
  - e. Under **Summary**, you will see the summarized results of the Retirement Blueprint. It includes context boxes that display adaptive insights to help you extract more actionable information from the financial plan.
  - f. Save the blueprint at the bottom of the Summary page. Once saved, you can edit and change scenarios directly from the Blueprint. You can also download the Blueprint as a PDF.
2. Select **Target Saving** to calculate the required monthly savings for any financial goal - not just retirement planning.




3. If you already know how much you want to spend per year after you retire, select **Target Wealth**. Target Wealth determines the accumulated savings needed by your desired retirement age. You will see three different figures at varying likelihood of success.
4. Select **Revisit Saved Blueprints** to view a previously saved Retirement Blueprint. You can edit previously inputted information.

## UPDATES

Click the 'Updates' tab to see Wealthscope's newest features and latest improvements. When a new update has been applied, you will see a red notification beside 'Updates'. Click on a heading to view the full update. Click 'Wealthscope Retail Platform' at the bottom of the updates list to view Wealthscope's full changelog.



## Icon Legend

	<p>Hover over a “?” symbol for more information on a particular subject</p>	<p>Beside certain text</p>
	<p>Security has been excluded in the analysis because it has insufficient history / It is unmatched / It is not supported for Portfolio Analysis</p>	<p>To the right or left of security</p>
	<p>Compare your current investments to a ‘What-if’ portfolio specified on the fly, or to a saved portfolio from the Portfolios segment.</p>	<p>On the red bar to the left of the Portfolio Scorecard</p>
	<p>In a rebalancing system: when one or more weights exceed their maximum deviation, or when holdings in an account have been sold and/or added.</p>	<p>On an account tab</p>
	<p>Indicate that a rebalancing system has been set up for an account</p>	<p>On an account tab</p>
	<p>Click to ‘Replace’ a holding that has been excluded in the analysis with a proxy security instead.</p>	<p>To the right of the specific holding in the ‘Overview’ tab of the Portfolio Scorecard.</p>



# Grading Scheme

<b>A</b>	80 - 100
<b>B</b>	70 - 79
<b>C</b>	56 - 69
<b>D</b>	21 - 55
<b>F</b>	Below 21