

The smart investment platform



The Client Portal

User Guide

Introduction

The Novia Global client portal allows clients to track all of the investments they hold on the Novia Global Platform. At the touch of a button it provides access to valuations and the detailed composition of portfolios.

As a secure, **view-only** online portal, the web portal is available wherever there is internet connectivity so clients are able to check on their investments at their convenience.

The web portal will automatically resize the display for easy use on mobiles, tablets and PCs and, by choosing to install the tile on the device, the service will be just one tap away.

Login details and instructions on how your clients access the portal are contained within the client **Welcome Pack** which they receive via email once they have been registered.v

A Client's View

Portfolio Value

1,886,786.46 (GBP)

Portfolio Breakdown

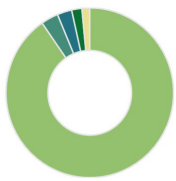
Global Investment Account: 1,796,328.46 (GBP)

Product Name	Product Value	Annual Adviser Fee	Reporting Value (GBP)	
Global Investment Account (GBP) - 716891 - Cautious Model	1,658,159.21	0.75%	1,658,159.21	View
Global Investment Account (GBP) - 716892 - Adventurous Model	97,711.70	0.50%	97,711.70	View
Global Investment Account (USD) - 716900	50,439.52	0.00%	40,457.55	View

Novia Global UK SIPP Uncrystallised: 90,458.00 (GBP)

Product Name	Product Value	Annual Adviser Fee	Reporting Value (GBP)	
Novia Global UK SIPP Uncrystall (GBP) - 716942	90,458.00	0.00%	90,458.00	View

Portfolio Asset Allocation



Sector	Weighting (%)
Equity	90.37
Property	3.35
Multi Asset Class	2.82
Cash Facility	1.97
Fixed Interest	1.46
Money Market	0.03

Upon logging in, clients will see a dashboard view on their home screen. It will show the total amount they hold on the Novia Global Platform, the value of funds by Product, and the overall asset allocation by sector.

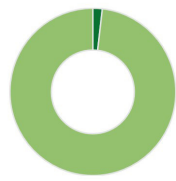
Model Portfolio: Element Cautious

Annual Adviser Fee: 0.75%
Annual DFM Fee: 0.50%

[Analyse Account](#)

Asset Name	Units	Price	Value (GBP)	Reporting Value (GBP)
Cash	30,248.260000	1.0000	30,248.26	30,248.26
Aberdeen European Equity I Acc GBP	247,027.460000	2.8400	701,557.99	701,557.99
Acumen Strategic Portfolio X Acc GBP	741,082.370000	1.2500	926,352.96	926,352.96

Product Breakdown



Sector Name	Sector Value	Weighting (%)
> Cash Facility	30,248.26	1.82
> Equity	1,627,910.95	98.18

Selecting a **Product** will reveal the investment funds it contains, the proportion of the sectors represented and their values.

Full Transparency

Date	Transaction Type	Asset Name	Value
06/02/2023	Acquisition of Asset	Acumen Strategic Portfolio X Acc GBP	741,082.37
06/02/2023	Pending Orders Out		-741,082.37
06/02/2023	Acquisition of Asset	Aberdeen European Equity I Acc GBP	741,082.37
06/02/2023	Pending Orders Out		-741,082.37
31/01/2023	Pending Orders In		741,082.37
31/01/2023	Funding of Purchase	Cash Facility (GBP)	-741,082.37
31/01/2023	Pending Orders In		741,082.37
31/01/2023	Funding of Purchase	Cash Facility (GBP)	-741,082.37
31/01/2023	Corrective Adjustment - Cash	Cash Facility (GBP)	1,512,413.00

A fully transparent Transaction History is available and includes a full list of all money movements, including charges for any selected period of time.

Documentation

Date	Client Id	Client Name	Document Type	
21/04/2023	330646	Oh, Dae-su	Application Summary	View
21/04/2023	330646	Oh, Dae-su	Payment Instructions	View
22/03/2023	330646	Oh, Dae-su	Application Summary	View
22/03/2023	330646	Oh, Dae-su	Payment Instructions	View
20/02/2023	330646	Oh, Dae-su	Application Summary	View
20/02/2023	330646	Oh, Dae-su	Payment Instructions	View
06/02/2023	330646	Oh, Dae-su	Application Summary	View
06/02/2023	330646	Oh, Dae-su	Payment Instructions	View
06/02/2023	330646	Oh, Dae-su	Application Summary	View
06/02/2023	330646	Oh, Dae-su	Payment Instructions	View
31/01/2023	330646	Oh, Dae-su	Application Summary	View
31/01/2023	330646	Oh, Dae-su	Payment Instructions	View
31/01/2023	330646	Oh, Dae-su	Notice of Cancellation	View
31/01/2023	330646	Oh, Dae-su	Payment Instructions	View
31/01/2023	330646	Oh, Dae-su	Charge Schedule	View
31/01/2023	330646	Oh, Dae-su	Application Summary	View
31/01/2023	330646	Oh, Dae-su	Welcome Letter	View

Clients can access a library of important documents about their use of the Service alongside any adviser produced valuation reports. These are all available to view online or download as PDF's.

Linked Accounts

Clients can also view the same level of detailed portfolio information on any other account that they are associated to (eg their spouse, or a trust). This also includes the functionality to select the appropriate reporting currency.

Research Hub

In addition, clients also have access to the **Research Hub** which provides information and performance data on a comprehensive range of funds.

Documentation provided by the fund managers is also available for download. This includes the fund factsheet, Key Investor Information Document, Supplementary Information Document, Prospectus, Annual Report, Product Highlights Sheet and the Key Facts Statement.

To support efficient communication and the effective provision of advice, you are able to see the same information in the same format as your clients.