

Modify Strategy Assignment

Use of Feature

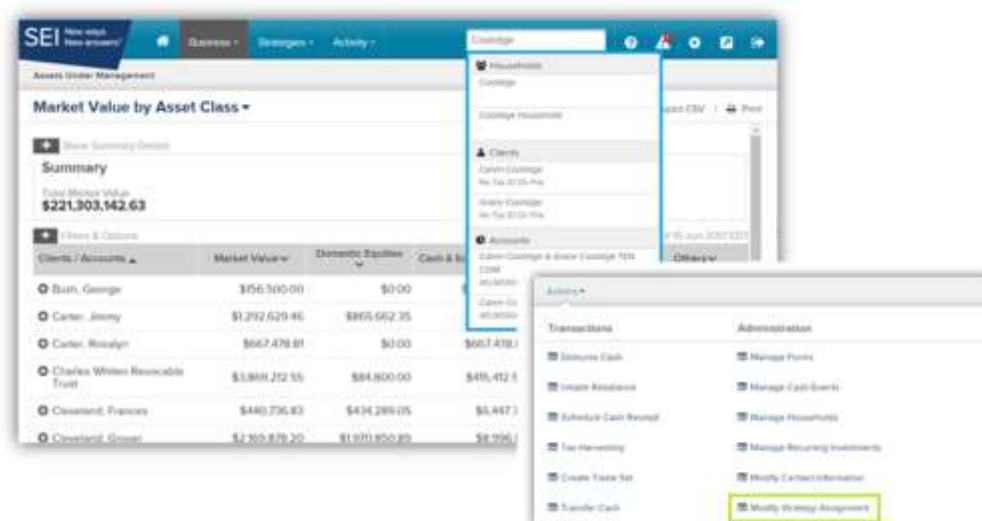
Modify Strategy Assignment will allow you to replace or remove a strategy on an account's portfolio

Please note: in order to change the strategy on an **SEI Managed Account** or **DFS Account**, you must continue to submit the appropriate SEI form.

Navigating to Modify Strategy Assignment

From the **Assets Under Management** landing page, you can access the **Modify Strategy Assignment** page from a **Client** or **Account** view.

Search for your client or account by using the **Search** bar along the top of the screen. You may then choose a client's name or an account number. And then, proceed by selecting **Actions**, then **Modify Strategy Assignment**.



Then, the steps are:

- 1) Choose Account & Portfolio
- 2) Choose Strategy
- 3) View Est. Tax Impact (For Taxable Accounts Only)
- 4) Verify Changes
- 5) View & Print Confirmation

Each of the steps is described on the following page.

Choose Account & Portfolio

- 1 **Select Choose Account** – Choose the account for which you would like to replace or remove a strategy.
- 2 **Select Portfolio** - Select a portfolio within the account for modification.
- 3 **Strategy Target Allocation** – Once the portfolio is selected, you will see the donut chart depicting the current strategy allocation.
- 4 **Next** – Selecting the **Next** button will move you forward with the modification to the **Choose Strategy** screen.

The screenshot displays the 'Modify Strategy Assignment' interface. At the top, a progress bar indicates six steps: 1. Choose Account & Portfolio (active), 2. Choose Strategy, 3. Choose Options, 4. View Est. Tax Impact, 5. Verify Changes, and 6. View & Print Confirmation. The main content area is divided into three sections: 1. 'Choose Account' with a dropdown menu showing 'Natalia Romanova | 351610'. 2. 'Select Portfolio' with a table listing 'Holding MMKT (Capital)' and 'SEI Strategy (Capital)', where the latter is selected. 3. 'Strategy Target Allocation' featuring a donut chart for 'SEI Private Client Private Client Moderate' with segments of 35%, 26%, 14%, 12%, and 8%. At the bottom, there are 'Cancel' and 'Next' buttons.

Choose Strategy

- 5 **Choose Replacement Strategy Family** – Select the strategy family from the dropdown. Below is a description of each strategy family available.

Custom Strategy – This is not a valid option to select at this time as there are not yet strategies associated with this family.

Firm – Custom Strategies – This strategy family will be an option if your firm is entitled to create firm level custom strategies. However, if your firm has yet to make any custom strategies, there will be no custom strategies to select within this strategy family.

Firm – UMA Strategies – This will only appear if your firm is entitled to open SEI Managed Accounts. However, this is not a valid option to select.

SEI Institutional – This strategy family will allow you to further select one of SEI's Institutional strategies.

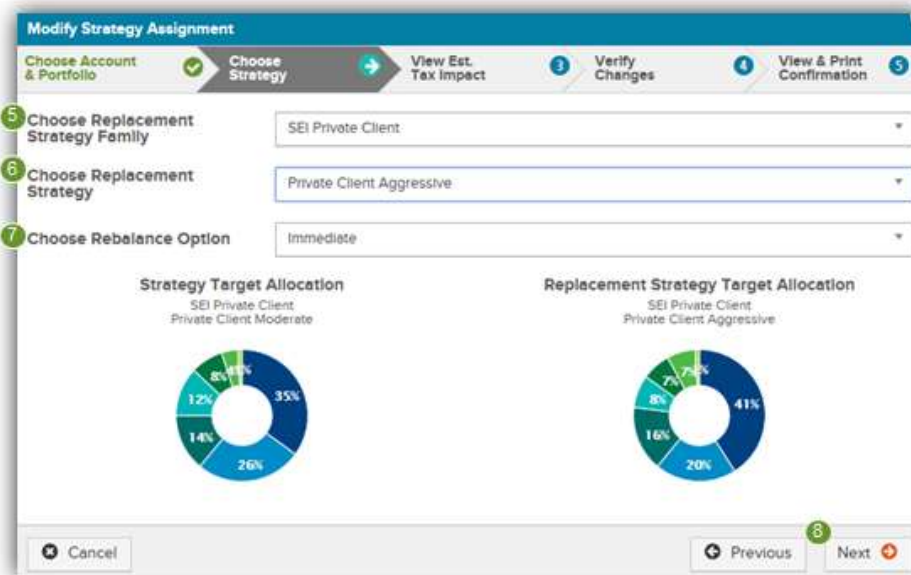
SEI Operational Strategies – Selecting this strategy family will allow you to further select the Cash Only Model Liquidation strategy. Adding the Cash Only Model Liquidation strategy allows you to liquidate the portfolio through rebalancing.

SEI Private Client - This strategy family will allow you to further select one of SEI's Private Client strategies.

SEI Tax Sensitive - This strategy family will allow you to further select one of SEI's Tax Sensitive strategies.

None – This option will remove any strategy held on the portfolio without liquidating the assets. This will become a **Funds Only** portfolio and will no longer rebalance quarterly.

- 6 **Choose Replacement Strategy** - After selecting the **Strategy Family**, you will now select the new strategy.
- 7 **Choose Rebalance Option** - This dropdown will default to **Immediate**, but also includes the options of **As Per Schedule**, which would be on the next quarterly rebalancing schedule, **Begins Next Business Day** and **No Rebalance**.
- 8 **Next** - Once you have made all of your selections, select the **Next** button to take you to the **View Est. Tax Impact** screen.



View Est. Tax Impact

- 9 **Next** - Once you have viewed the applicable **Estimated Gain / Losses** and if they will cause a **Wash Sale**, select the **Next** button to take you to the **Verify Changes** screen.

Asset	Estimated Trade Size	Buy / Sell	Estimated Short Term G/L	Estimated Long Term G/L	Wash Sale?
SEI Multi-Asset Inflation Managed Fund 783925134 SIFAX	\$141,194.18	Sell	(\$538.50)	(\$8,443.44)	No
SEI Institutional Managed Trust - Real Return Fund 783925233 SRAAX	\$55,182.16	Sell	(\$17.95)	(\$1,453.41)	No
SEI Institutional Managed Trust - Multi-Strategy Alternative Fund 783925167 SMSAX	\$118,385.81	Sell	(\$133.54)	(\$982.68)	No
SEI Daily Income Trust Short-Duration					

Verify Changes

- Submit Request** - At this point, you could press the **Previous** button to go back and make changes, or continue with the modification by pressing the **Submit Strategy Assignment Modification** button.



View & Print Confirmation

- Print Confirmation** - The final screen will provide a confirmation page which can be printed for your records. Activity IDs are not generated for strategy modifications unless you require an approval by an Authorized Approver at your firm. If you do select the option to rebalance, an activity ID for the rebalance will be generated. You can view that activity ID by navigating to the **Activities** tab within either the **Client** or **Account** context, or navigating to the firm level **Tasks and Activities Dashboard**.

