

Firm Level Strategy Management

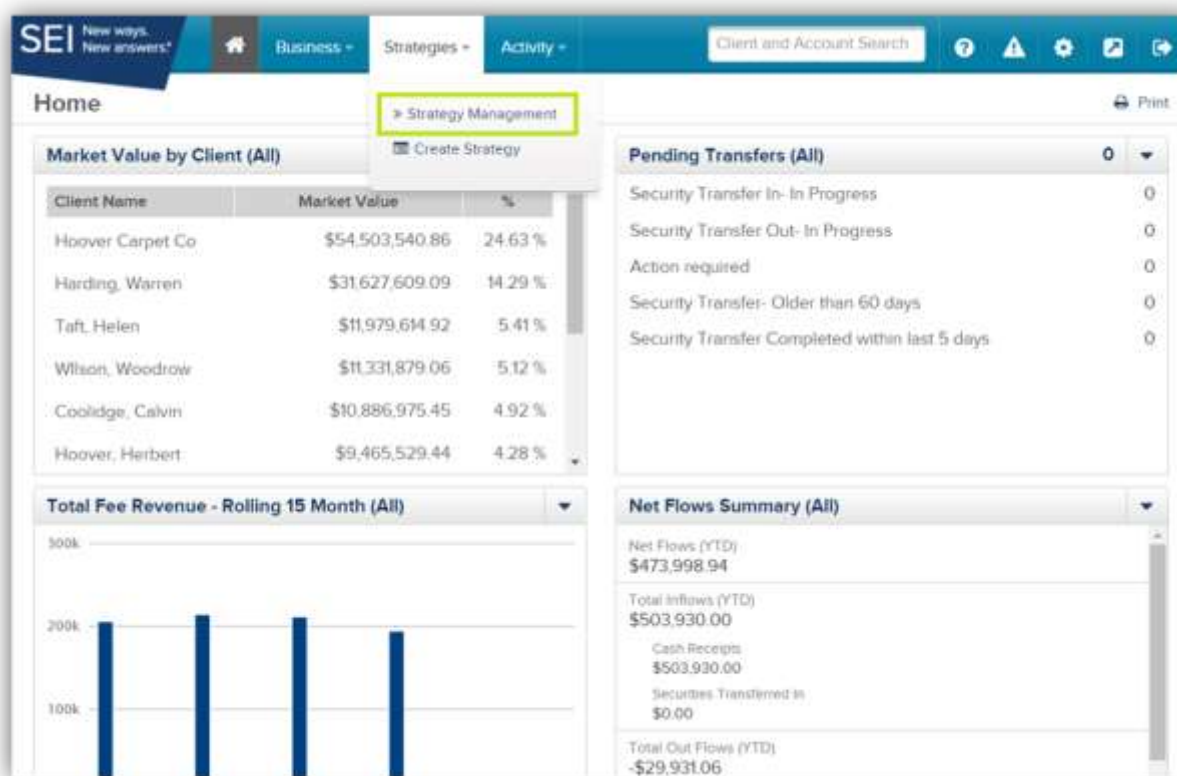
Use of Feature

The **Manage Strategies** dashboard provides the ability to view all available strategies and their usage within your firm. If you are entitled to firm level strategy management, you will also be able to create, copy, modify and delete custom strategies within this dashboard.

Please note that modifying a custom strategy will affect all accounts within your firm that are assigned to that strategy.

Navigating to the Manage Strategies Dashboard

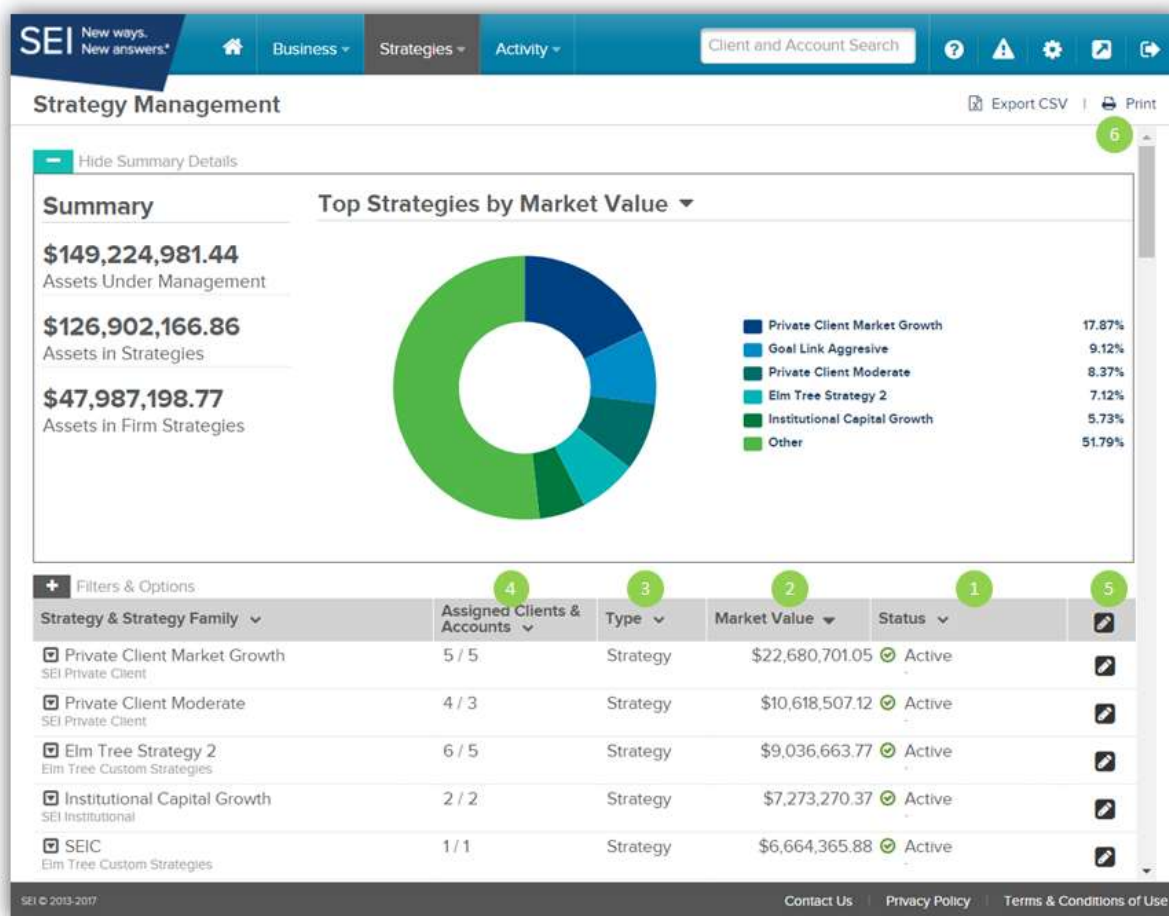
You will be able to access the **Manage Strategies** dashboard from the Strategies dropdown located at the top of each page.



Manage Strategies Dashboard

The **Manage Strategies** dashboard will display each strategy available for use sorted by highest market value per status. The status order will be **Active** first, **Dormant** second, and, lastly, **Inactive**.

- 1 **Dormant** and **Inactive** strategies are not available for new assignment; however, dormant strategies may currently be assigned to existing portfolios. **Dormant** strategies are static strategies containing SEI funds and are no longer managed by SEI. **Inactive** strategies are firm custom strategies that were set to inactive and are no longer in use by any accounts within the firm. **Inactive** firm custom strategies are available for deletion.
- 2 Along with the strategies available, you will be provided with the total **Market Value** as of the previous business day for each strategy in use.
- 3 This area indicates the type of strategy.
- 4 This area indicates the number of **Assigned Clients & Accounts** to which the strategy is associated.
- 5 If you are entitled to firm level strategy management, you will be able to select the **Edit** drop down menu denoted by the pencil icon to **Create, Copy, Modify, or Delete** a custom strategy.
- 6 You may **print** or **export** this view at any time by clicking the Export CSV or the Print icons found in the upper right-hand corner of the screen.



Creating a Strategy

You can create a new strategy by finding a similar strategy that exists and selecting **Copy** from the **Edit** drop down menu denoted by the pencil icon located to the right of the row the strategy is in. **Please note that only active SEI mutual fund strategies and firm custom strategies can be copied.**

You may also create a strategy by selecting the **Edit** button located to the right of the header row.

- 1 Once selected, the **Create Strategy** window will appear with a **Cash & Equivalents** asset already installed for portfolio transactions.
- 2 To begin, enter a unique **Strategy** name within 50 characters, select your firm's custom strategy family within the **Strategy Family** dropdown, and set the **Status** to active. Next, select the **Rebalancing Schedule**.
- 3 Once you have selected these options, search for the assets by your preferred identifier. If you are unable to find an asset in the dropdown list, please contact your **SEI Wealth Platform Service Team** and they will assist you.
- 4 Once you have added all the applicable assets, specify the **Target Percentages** and **Tolerance** for each. The tolerance values are used as an acceptable range for its transaction goals and rebalancing. If all assets total more than 100%, an alert icon will appear.
- 5 You can cancel this activity at any time by selecting **Cancel** in the lower left-hand corner or the **Exit** button in the upper right-hand corner. You may also save your progress for a later time by selecting the **Save** button. The saved strategy will be accessible for future use within the **Manage Strategy** dashboard. Select **Submit** when you are satisfied with the allocation.

The screenshot shows the 'Create Strategy' window with the following details:

- Strategy:** SEI Beta Custom Strategy
- Status:** Active
- Family:** Elm Tree Custom Strategies
- Rebalance schedule:** None
- Select:** Asset
- Name or Ticker:** Ticker
- Search & Select Asset to Add:** Search & Select Asset to Add
- View & Remove Assets Table:**

Reorder	Asset Name & ID	Target %	Lower & Upper Tolerance		Remove
		1.00%	0.00%	0.00%	
	Cash & Equivalents	1.00%	1.00%	5.00%	
- Buttons:** Cancel (bottom left), Next (bottom right)

Modifying a Strategy

You may need to modify a strategy to accomplish your firm's investment goals. Search for the strategy you would like to edit and select the **Edit** icon. In the menu that appears, select **Modify**. **Please note that SEI strategies can be reviewed and copied, but can never be modified by a firm.** SEI strategies are denoted with SEI at the beginning of the strategy name. As previously mentioned, modifying a strategy will affect all accounts within your firm assigned to that strategy.

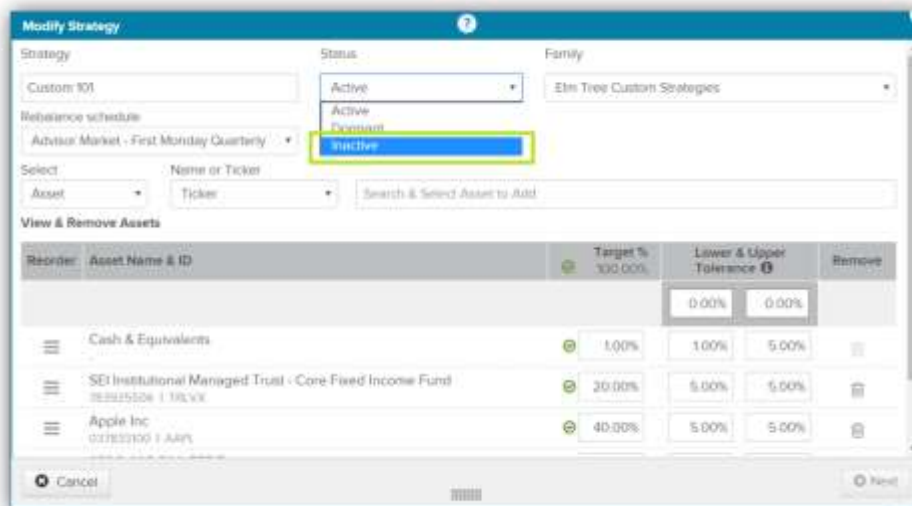
- 1 You may now modify the **Status**, **Rebalancing Schedule**, and **Rebalance Option** if you so desire.
- 2 **Find & Add Assets** subscribed by searching for and selecting the ones you would like to add to the strategy. Typing a character into the search box will automatically suggest possible assets. You may select the desired asset from this suggestion list.
- 3 By selecting the **Remove** icon located on the right of the asset list, you can remove a specific asset that you no longer want in the strategy.
- 4 Enter the new **Target %** and the tolerance for each asset so that the total is 100%.
- 5 You can cancel this modification activity at any time by selecting **Cancel** in the lower left-hand corner or the exit button at the upper right-hand corner. You can also save these settings for later by selecting **Save**. Select **Submit** when you are satisfied with the allocation.

The screenshot shows the 'Modify Strategy' interface. At the top, there are three dropdown menus: 'Strategy' (set to SEIC), 'Status' (set to Active), and 'Family' (set to Elm Tree Custom Strategies). Below these are 'Rebalance schedule' (Advisor Market - First Monday Quarterly) and 'Rebalance options' (Immediate). A search section includes a 'Select' dropdown (set to Asset), a 'Name or Ticker' dropdown (set to Ticker), and a search box labeled 'Search & Select Asset to Add'. The main section is titled 'View & Remove Assets' and contains a table with columns: Reorder, Asset Name & ID, Target %, Lower & Upper Tolerance, and Remove. The table lists three assets: Cash & Equivalents, Alcoa Inc, and SEI Investments Co. The 'Target %' column has input fields for each asset, and the 'Lower & Upper Tolerance' column has input fields for each asset. A 'Cancel' button is at the bottom left, and a 'Next' button is at the bottom right.

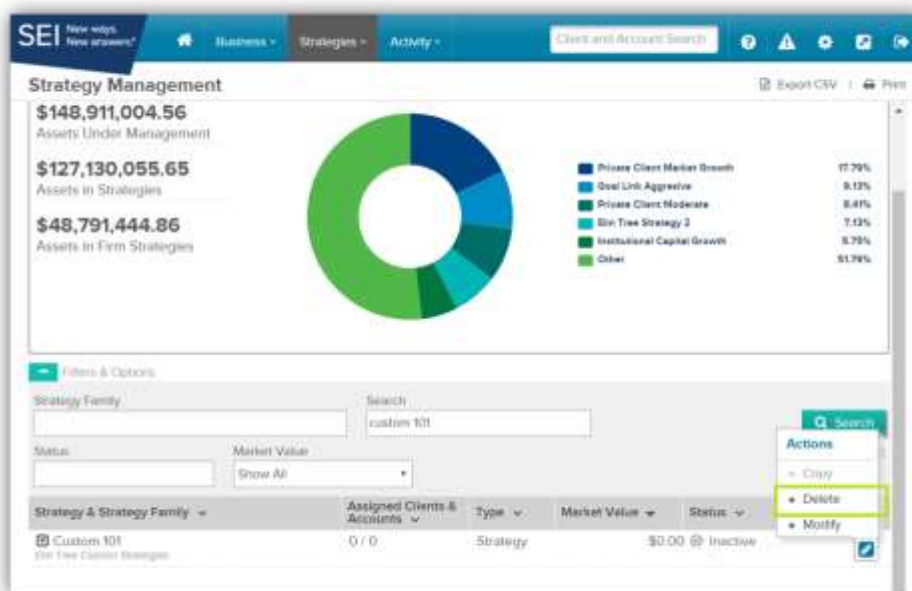
Reorder	Asset Name & ID	Target %	Lower & Upper Tolerance		Remove
		100.00%	0.00%	0.00%	
	Cash & Equivalents	1.00%	1.00%	5.00%	
	Alcoa Inc 013817101 2021805	50.00%	5.00%	5.00%	
	SEI Investments Co 784117103 SEIC	49.00%	1.00%	1.00%	

Deleting a Strategy

If entitled, you will be able to delete a firm custom strategy that is no longer in use. To delete a firm custom strategy, there must be no accounts within your firm assigned to that strategy and the strategy must be set to **Inactive**. To make a strategy inactive, select **Modify** and change the **Status** to **Inactive**.



Once the strategy is set to inactive, with no clients and accounts assigned to it, you can select the delete option in the edit dropdown and the strategy will immediately be deleted.



Once finished with your action, you will have the option to print a **Confirmation** displaying the status or your action.