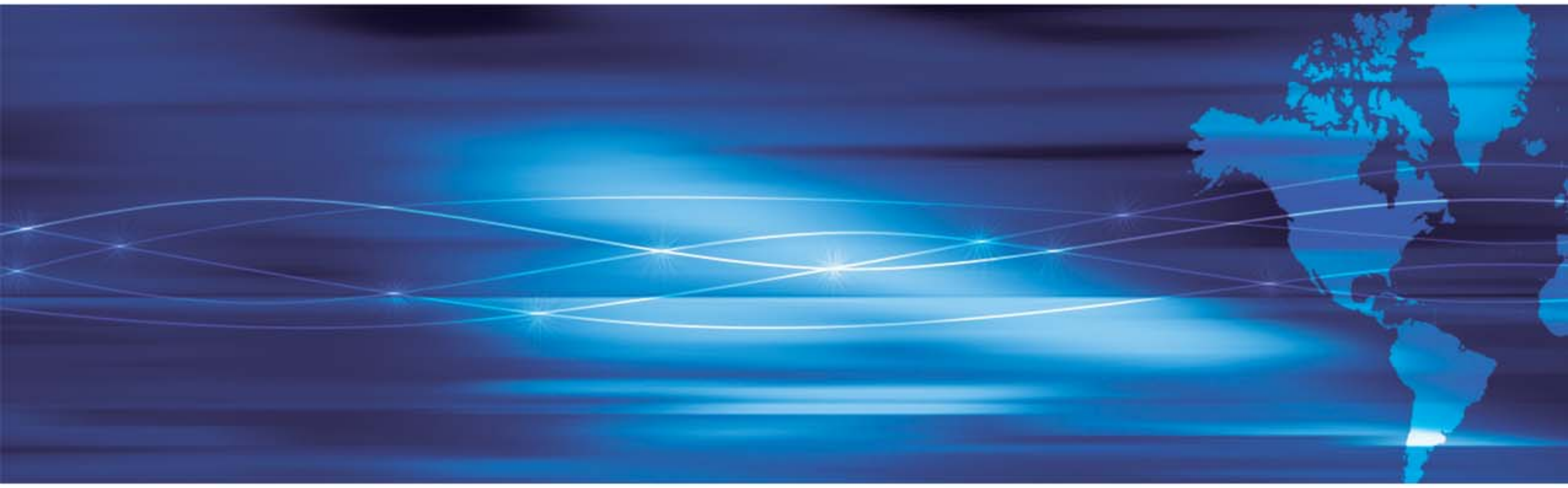
Profiles Professional Version 8.0

Desktop



Start Planning Guide

Profiles

070502

Contents

Start planning

Learning objectives

This guide will enable you to

- Create a client case in a suitable analysis mode
- Create and analyze the current financial situation
- Identify features of the *Comprehensive* mode

Creating a new client case in a suitable analysis mode

Create New Case

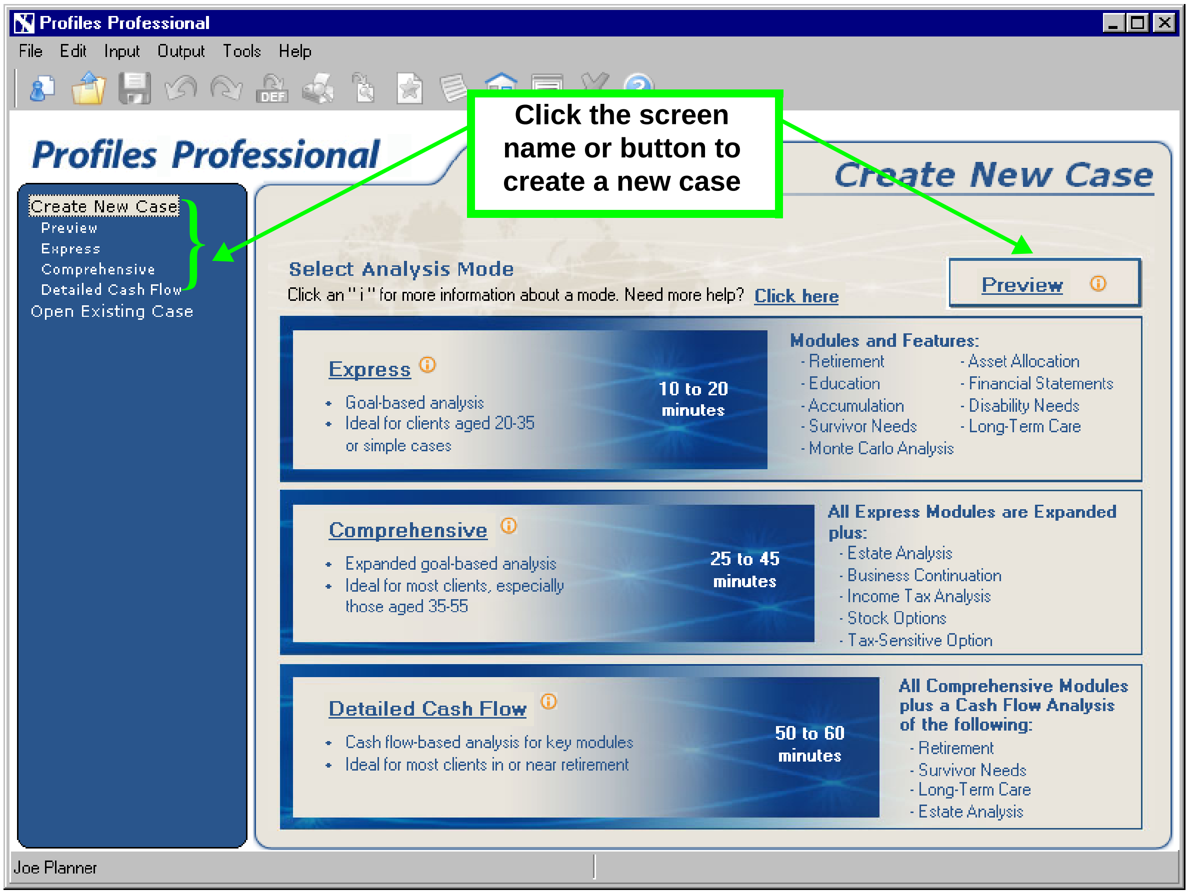


Figure 1: Create New Case

Creating and analyzing the current financial situation

Preview – Personal Data

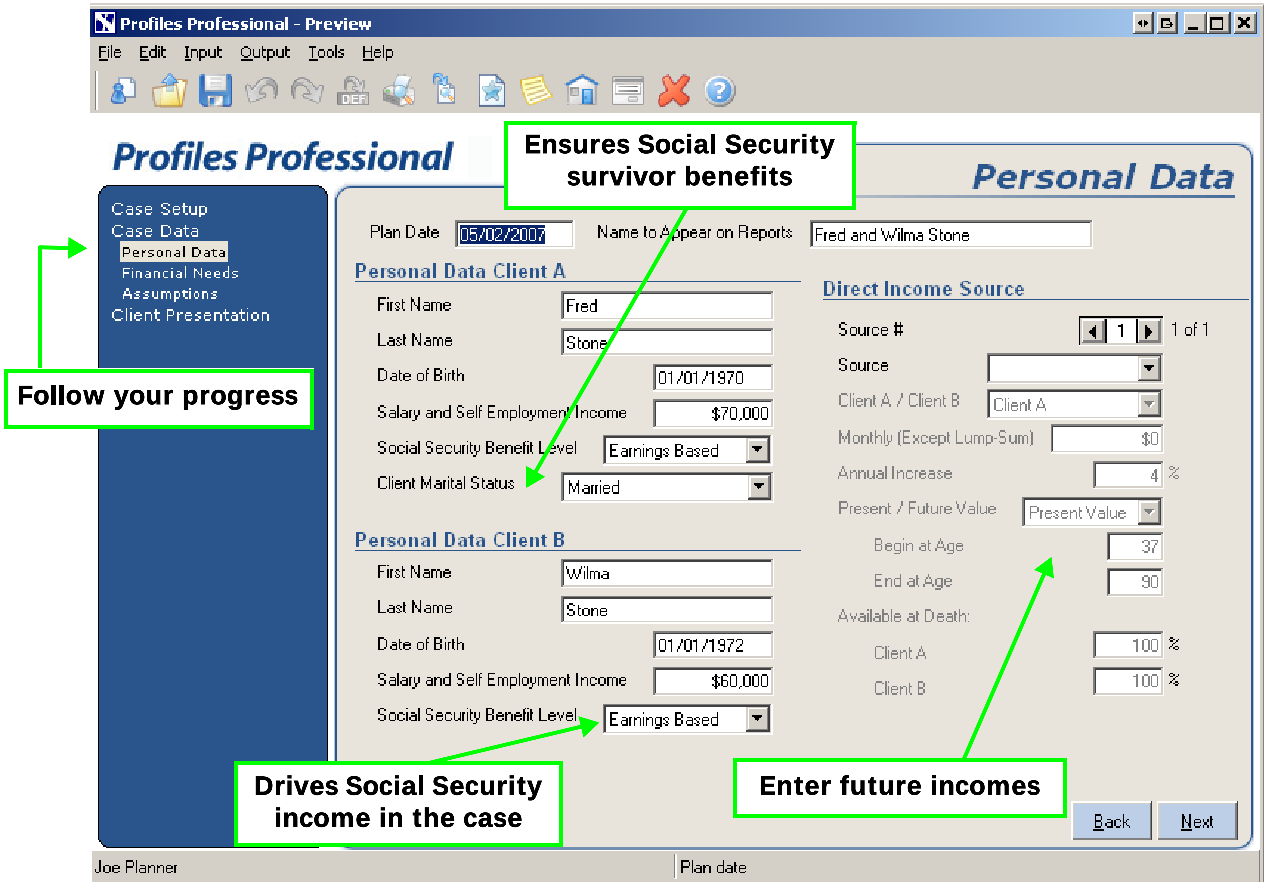


Figure 2: Case Data – Personal Data (Preview mode)

Preview – Financial Needs

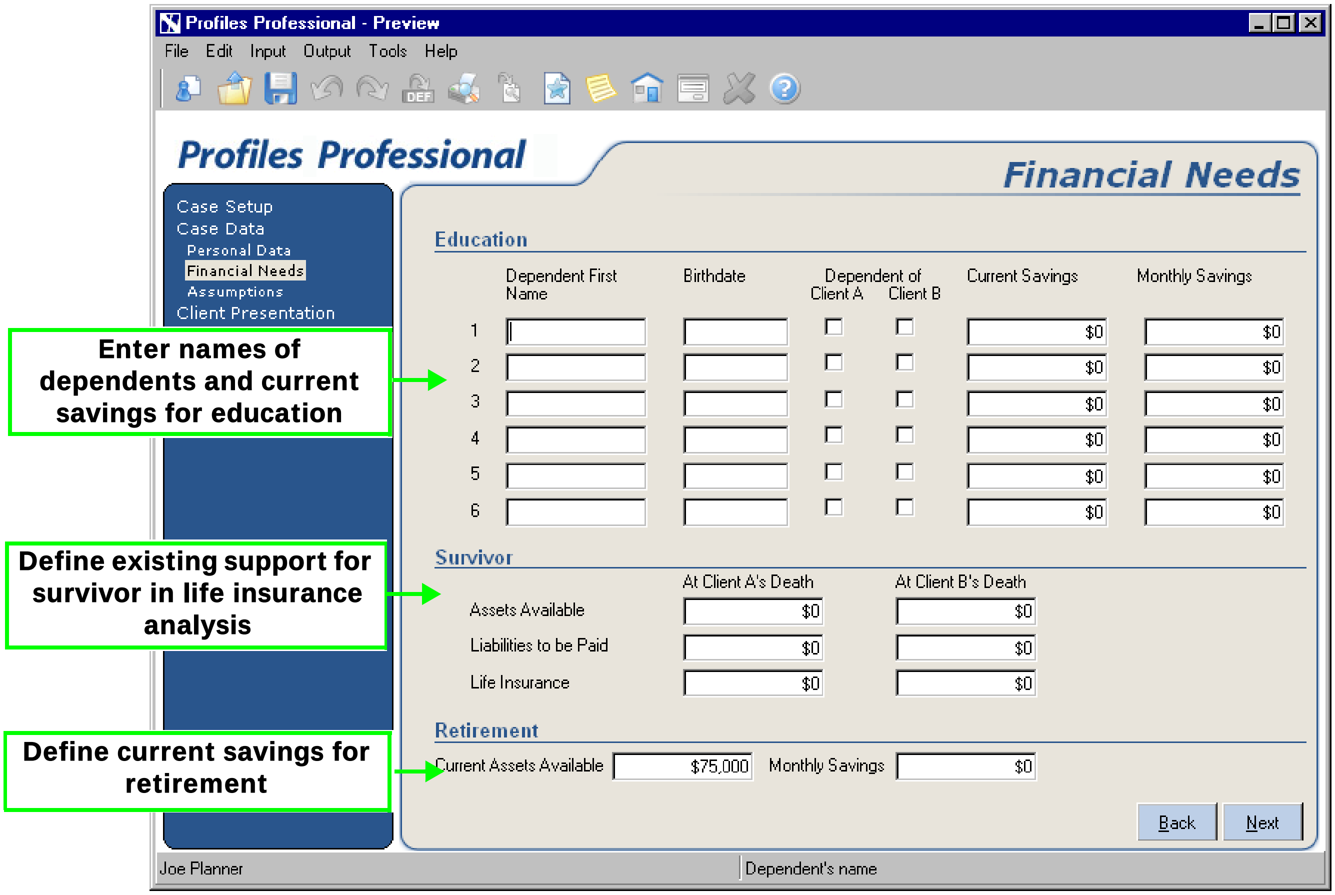


Figure 3: Case Data – Financial Needs (Preview mode)

Preview – Assumptions

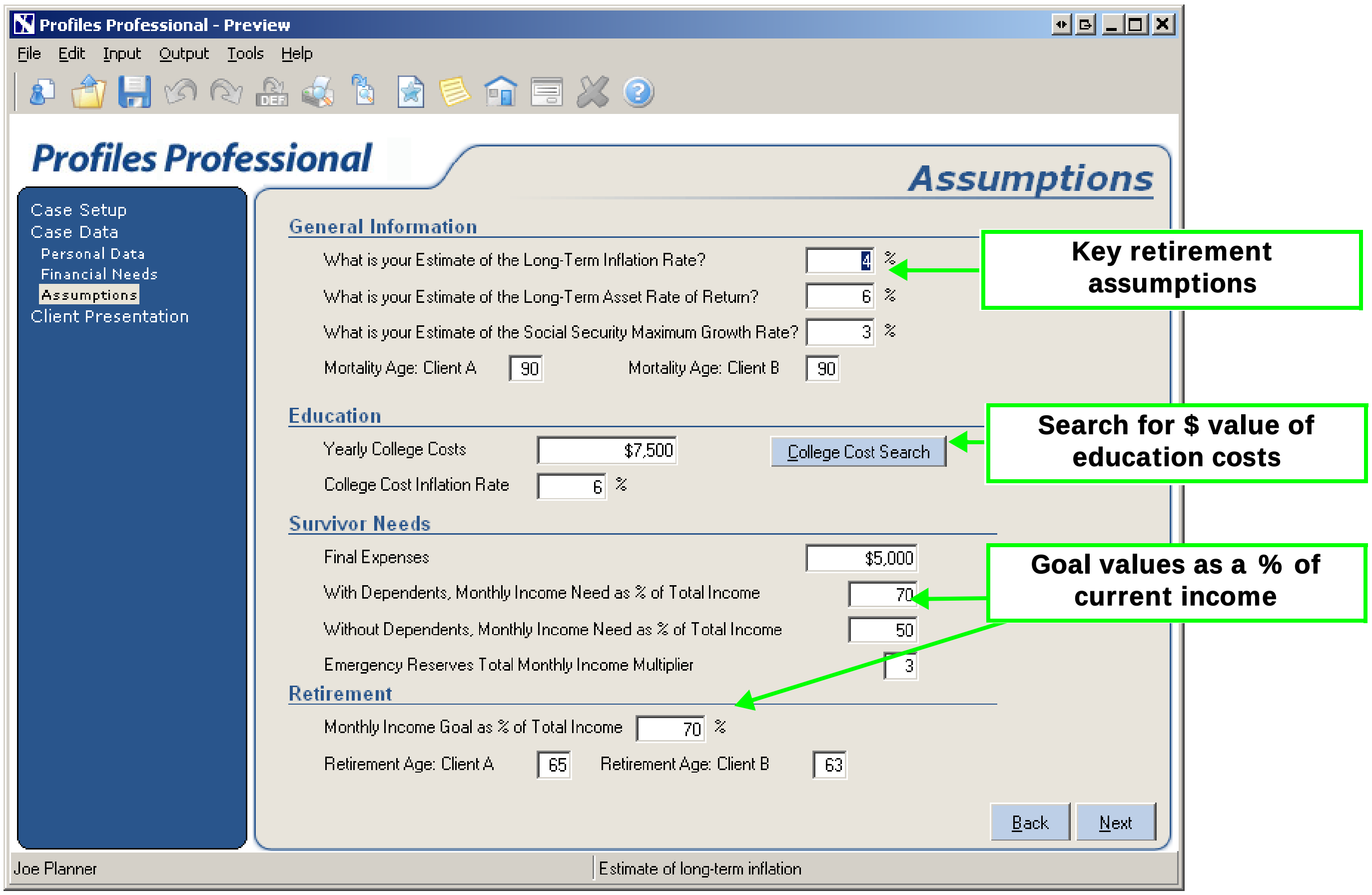


Figure 4: Case Data – Assumptions (Preview mode)

Preview – Client Presentation

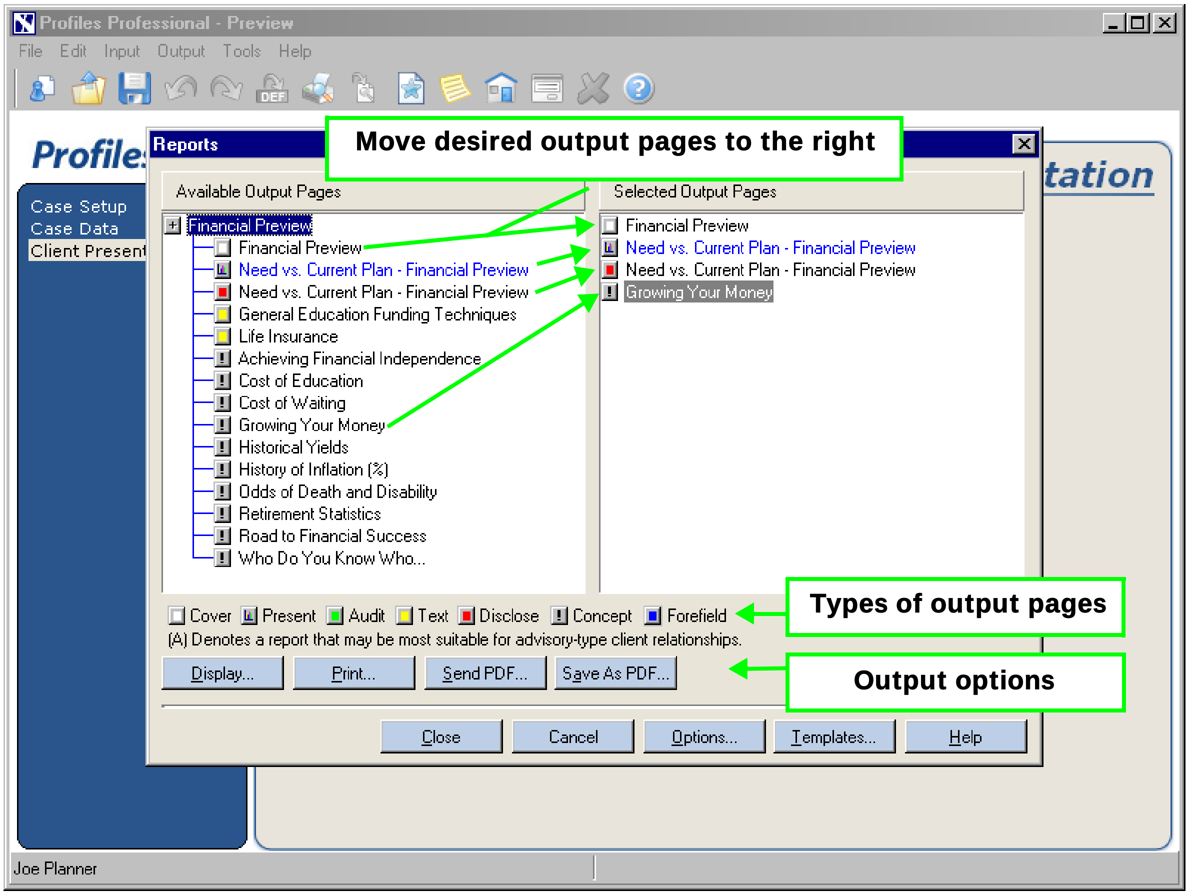
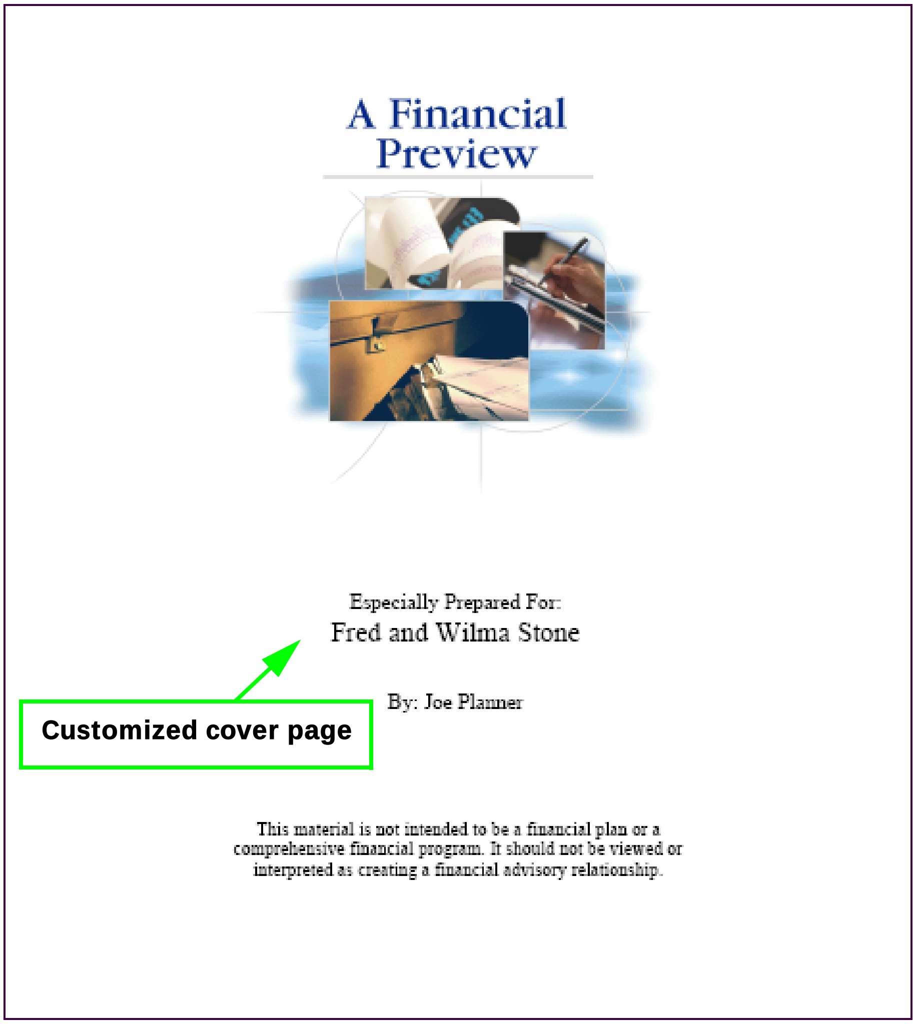


Figure 5: Client Presentation (Preview mode)



A Financial Preview

Especially Prepared For:
Fred and Wilma Stone

By: Joe Planner

This material is not intended to be a financial plan or a comprehensive financial program. It should not be viewed or interpreted as creating a financial advisory relationship.

Figure 6: Client Presentation – Financial Preview (cover page)

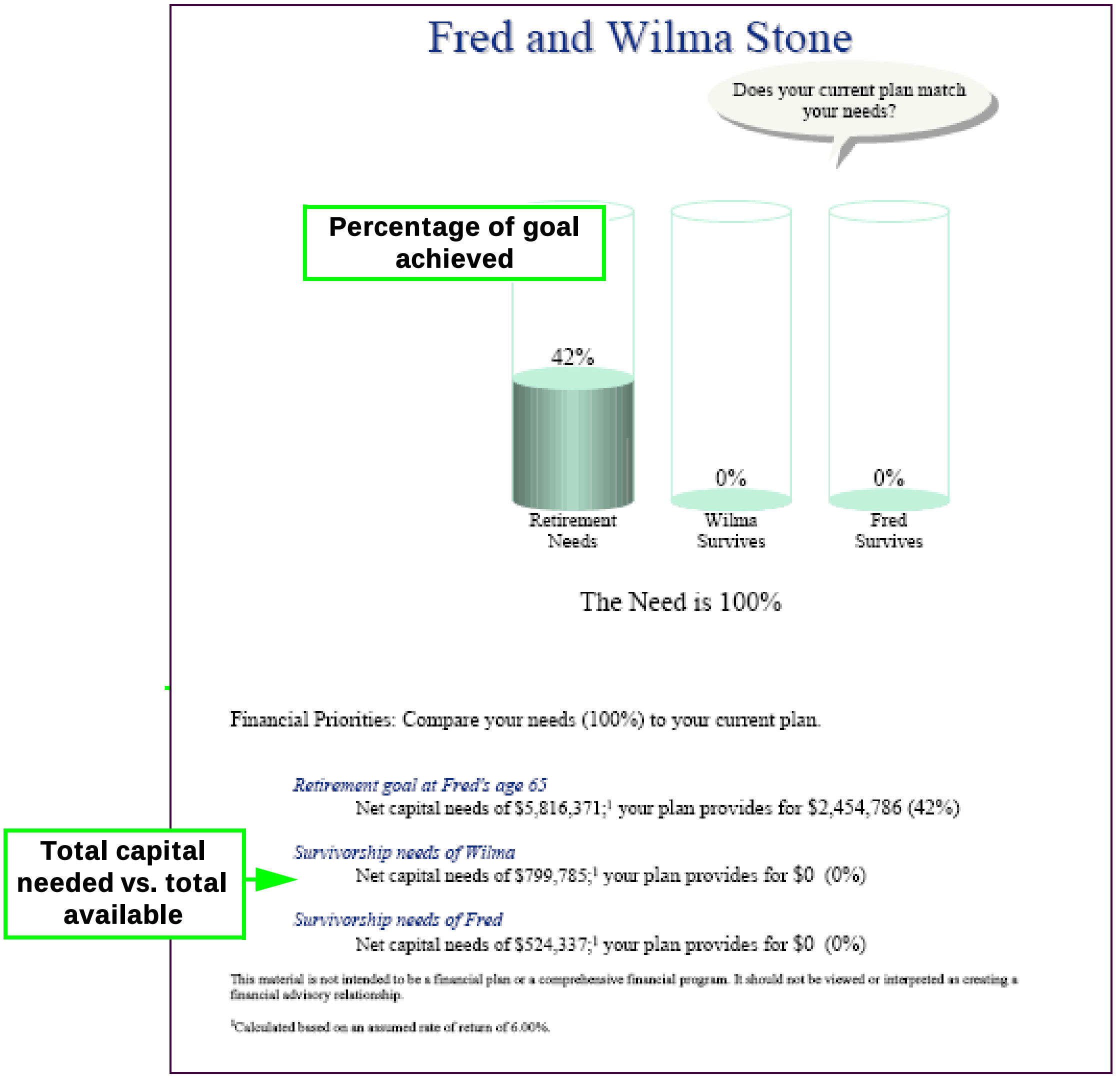


Figure 7: Client Presentation – Financial Preview – Needs vs. Current Plan - Financial Preview (presentation page)

Financial Analysis

for *Fred and Wilma Stone*

This financial illustration is based on the information you provided with regard to your needs and objectives. It is intended to provide only broad, general guidelines which may be helpful in assessing and making decisions about securities products and services available to you that may help meet your needs and objectives. This material also contains general educational topics about investing and financial matters.

This material is not intended to be a financial plan or a comprehensive financial program. It should not be viewed or interpreted as creating a financial advisory relationship.

The assumptions used in this analysis are:

Plan Date 5/2/2007

	Fred	Wilma
Birth Date:	1/1/1970	1/1/1972
Current Annual Income:	$70,000	$60,000
Other Income:		
Social Security benefits:	Earnings Based	Earnings Based

Survivor

Fred's Death			Wilma's Death		
Wilma's Age	Need Inflating At 4.00%	Wilma's Monthly Earnings	Fred's Age	Need Inflating At 4.00%	Fred's Monthly Earnings
Today	$5,417	$5,000	Today	$5,417	$5,833
63	$5,417		65	$5,417	

Recap of data entry and assumptions

	Fred's Death	Wilma's Death
Final Expenses	$5,000	$5,000
Emergency Reserves	$32,500	$32,500
Liabilities due at death:	$0	$0
Life Insurance Death Benefits:	$0	$0
Assets available at death:	$0	$0

Figure 8: Client Presentation – Financial Preview – Needs vs. Current Plan - Financial Preview (audit page)

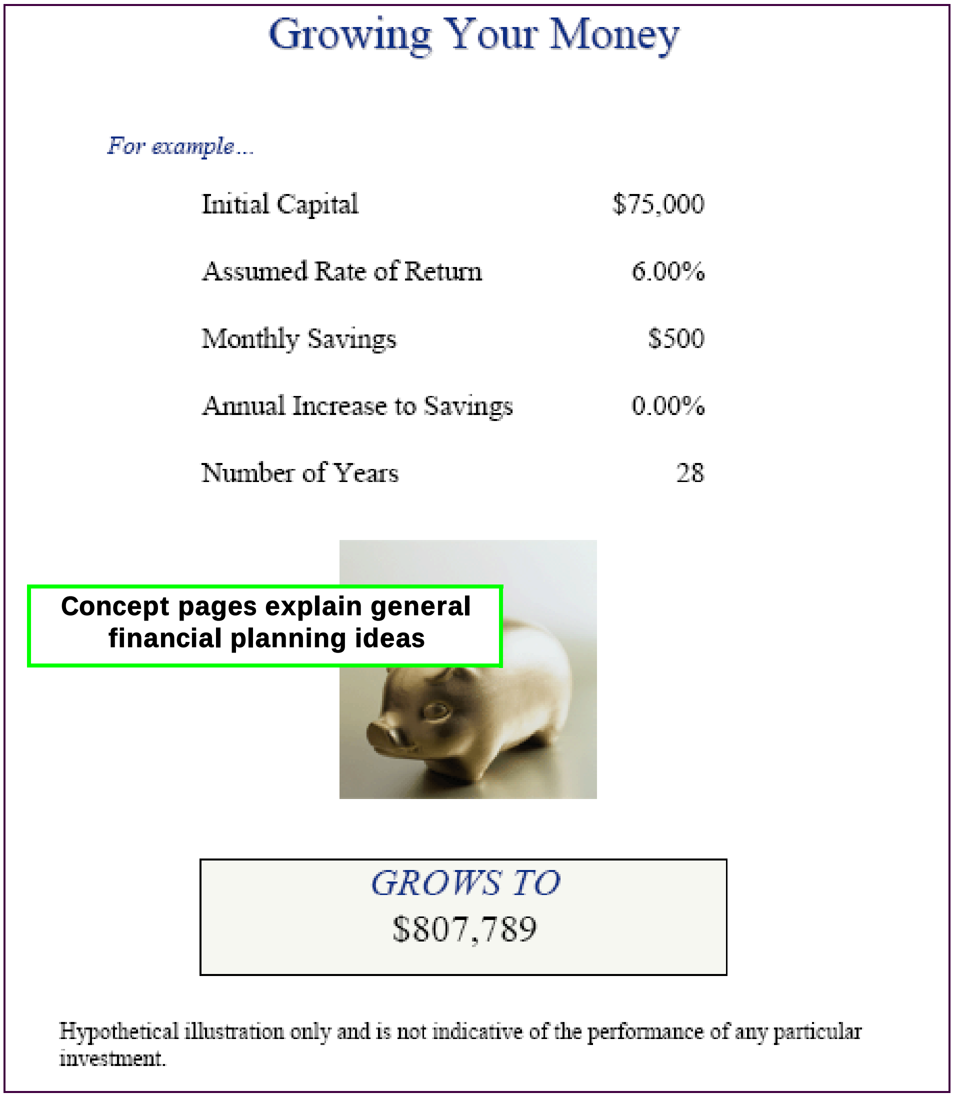


Figure 9: Client Presentation – Financial Preview – Growing Your Money (concept page)

Fact Finders

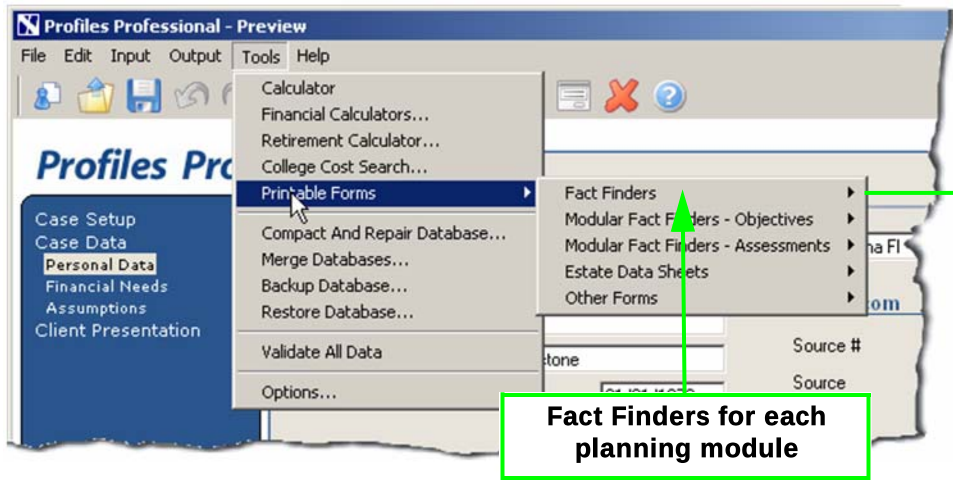
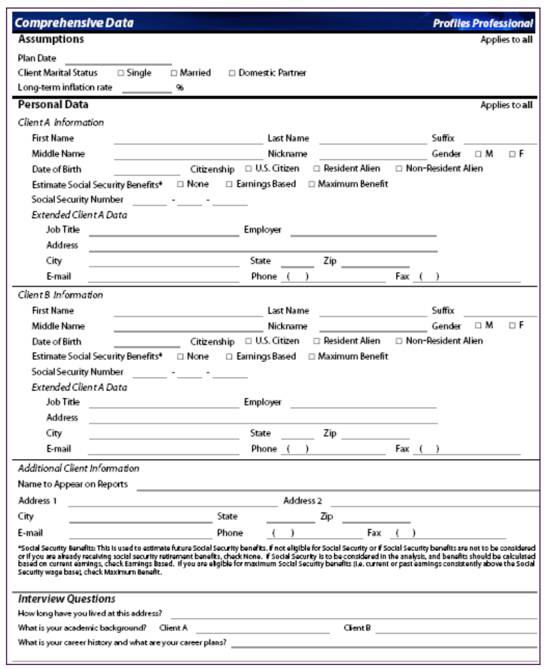


Figure 10: Tools menu – Printable Forms



Comprehensive Data — **Profiles Professional**

Assumptions — Applies to all

Plan Date ______
Client Marital Status ☐ Single ☐ Married ☐ Domestic Partner
Long-term inflation rate ______ %

Personal Data — Applies to all

Client A Information

First Name ______ Last Name ______ Suffix ______
Middle Name ______ Nickname ______ Gender ☐ M ☐ F
Date of Birth ______ Citizenship ☐ U.S. Citizen ☐ Resident Alien ☐ Non-Resident Alien
Estimate Social Security Benefits* ☐ None ☐ Earnings Based ☐ Maximum Benefit
Social Security Number ____ - ____ - ____

Extended Client A Data

Job Title ______ Employer ______
Address ______
City ______ State ____ Zip ______
E-mail ______ Phone ( ) ______ Fax ( ) ______

Client B Information

First Name ______ Last Name ______ Suffix ______
Middle Name ______ Nickname ______ Gender ☐ M ☐ F
Date of Birth ______ Citizenship ☐ U.S. Citizen ☐ Resident Alien ☐ Non-Resident Alien
Estimate Social Security Benefits* ☐ None ☐ Earnings Based ☐ Maximum Benefit
Social Security Number ____ - ____ - ____

Extended Client A Data

Job Title ______ Employer ______
Address ______
City ______ State ____ Zip ______
E-mail ______ Phone ( ) ______ Fax ( ) ______

Additional Client Information

Name to Appear on Reports ______
Address 1 ______ Address 2 ______
City ______ State ____ Zip ______
E-mail ______ Phone ( ) ______ Fax ( ) ______

*Social Security Benefits: This is used to estimate future Social Security benefits. If not eligible for Social Security or if Social Security benefits are not to be considered or if you are already receiving social security retirement benefits, check None. If Social Security is to be considered in the analysis, and benefits should be calculated based on current earnings, check Earnings Based. If you are eligible for maximum Social Security benefits (i.e. current or past earnings consistently above the Social Security wage base), check Maximum Benefit.

Interview Questions

How long have you lived at this address? ______
What is your academic background? Client A ______ Client B ______
What is your career history and what are your career plans? ______

Figure 11: Fact Finder

Identifying features of Comprehensive mode

Upgrade Client Case

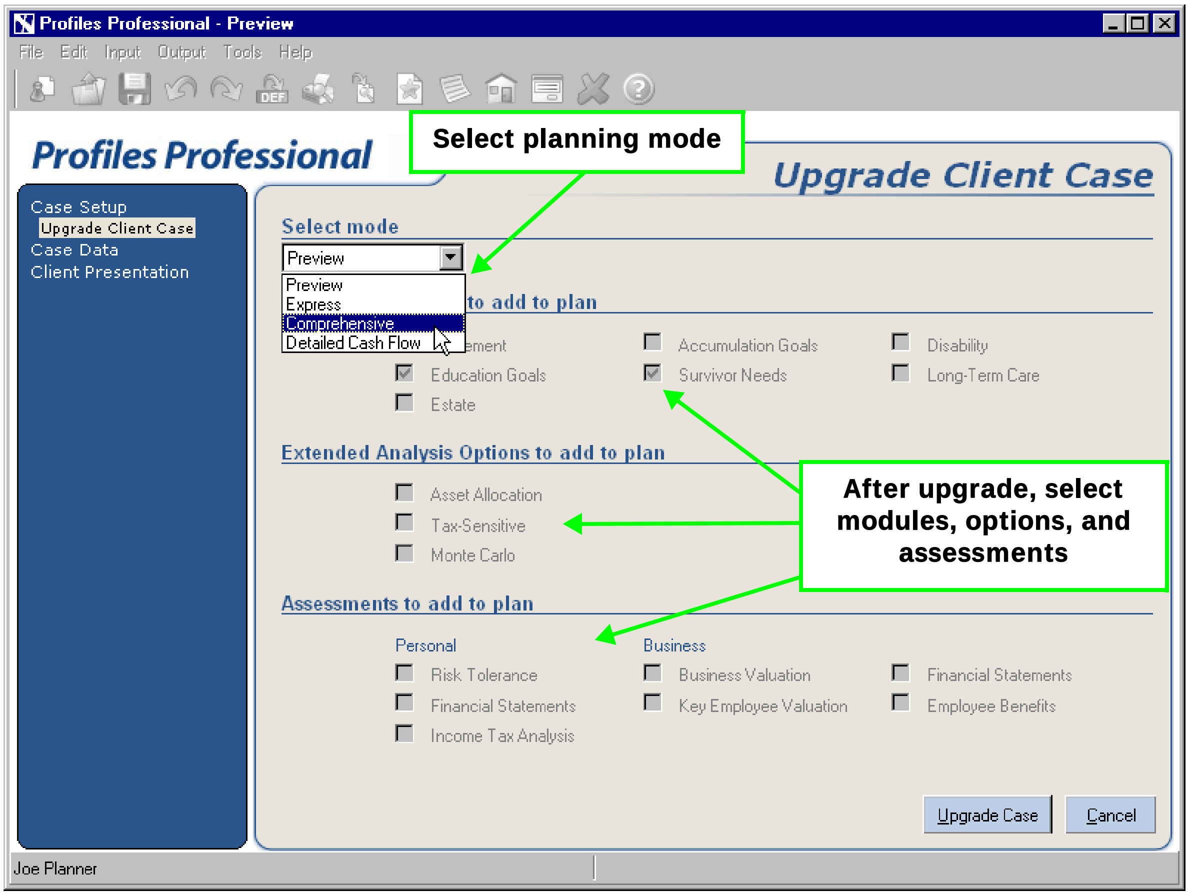


Figure 12: Case Setup – Upgrade Client Case

Comprehensive – Assumptions

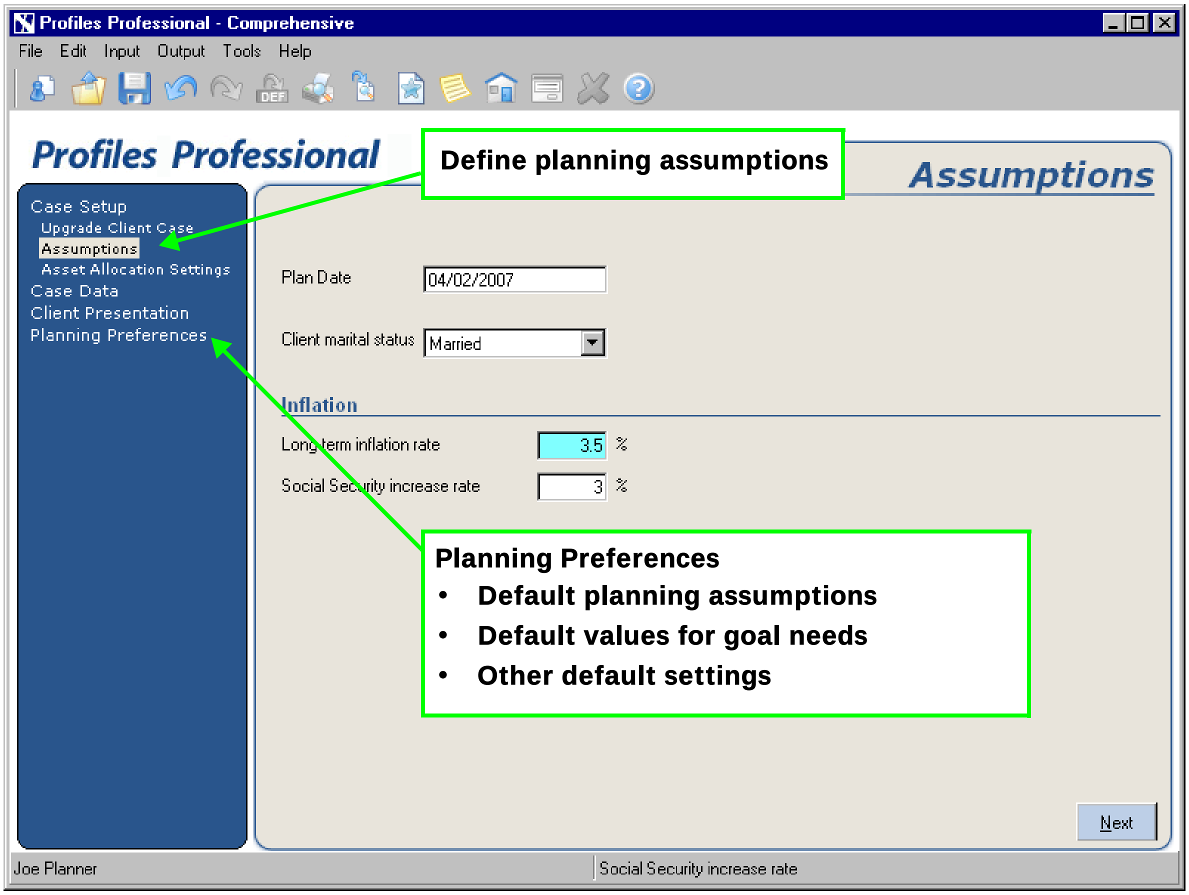


Figure 13: Case Setup – Assumptions

Comprehensive – Income

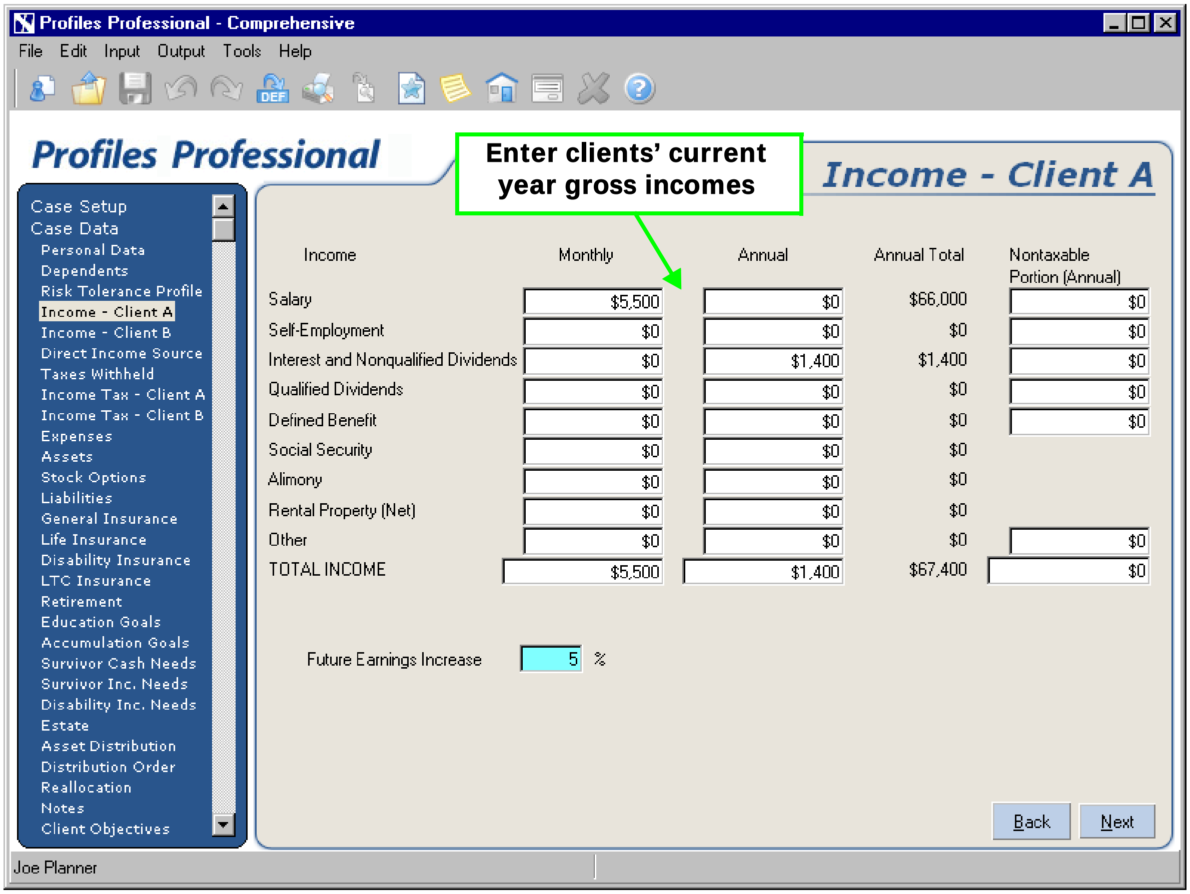


Figure 14: Case Data – Income - Client A

Comprehensive – Expenses (Including Taxes)

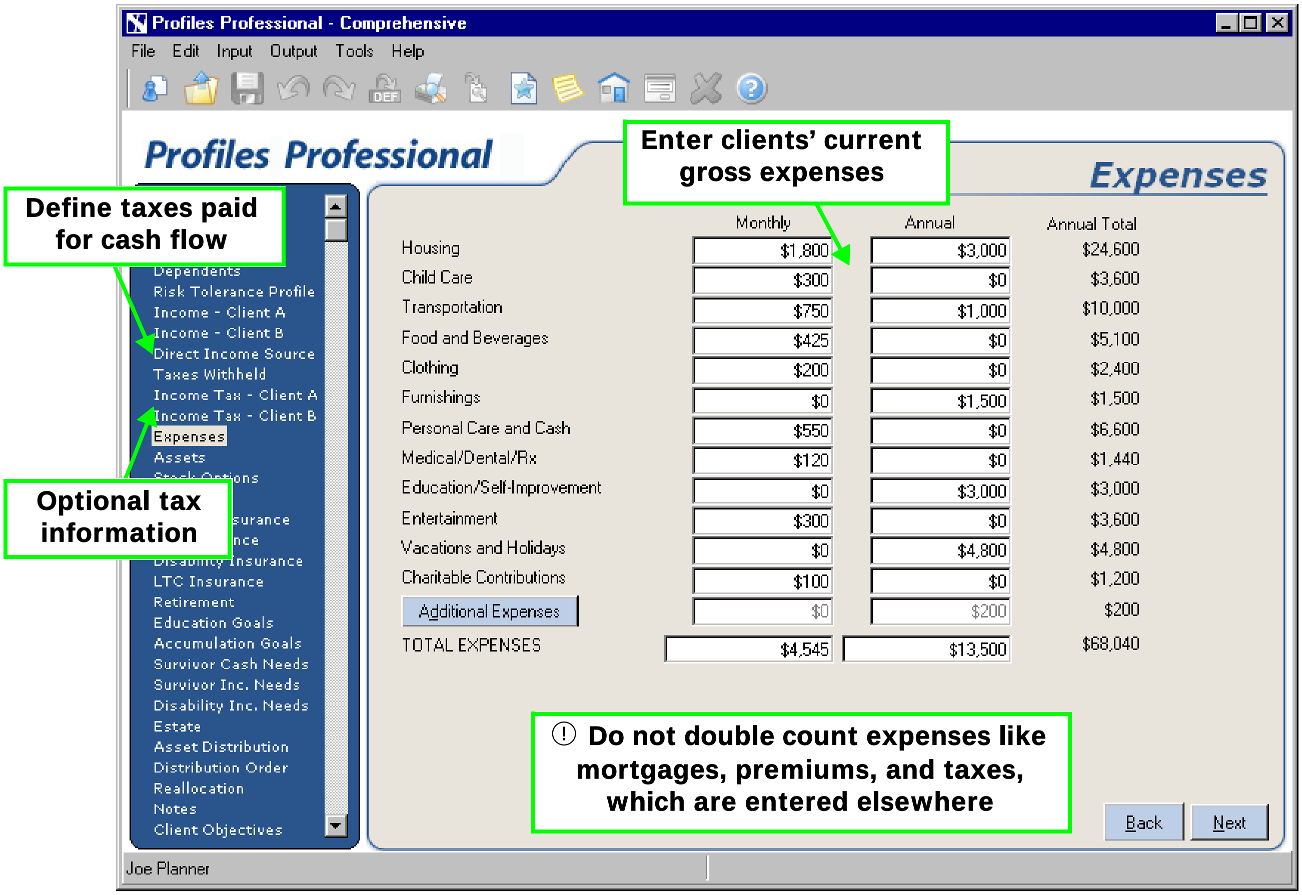


Figure 15: Case Data – Expenses

Comprehensive – Assets

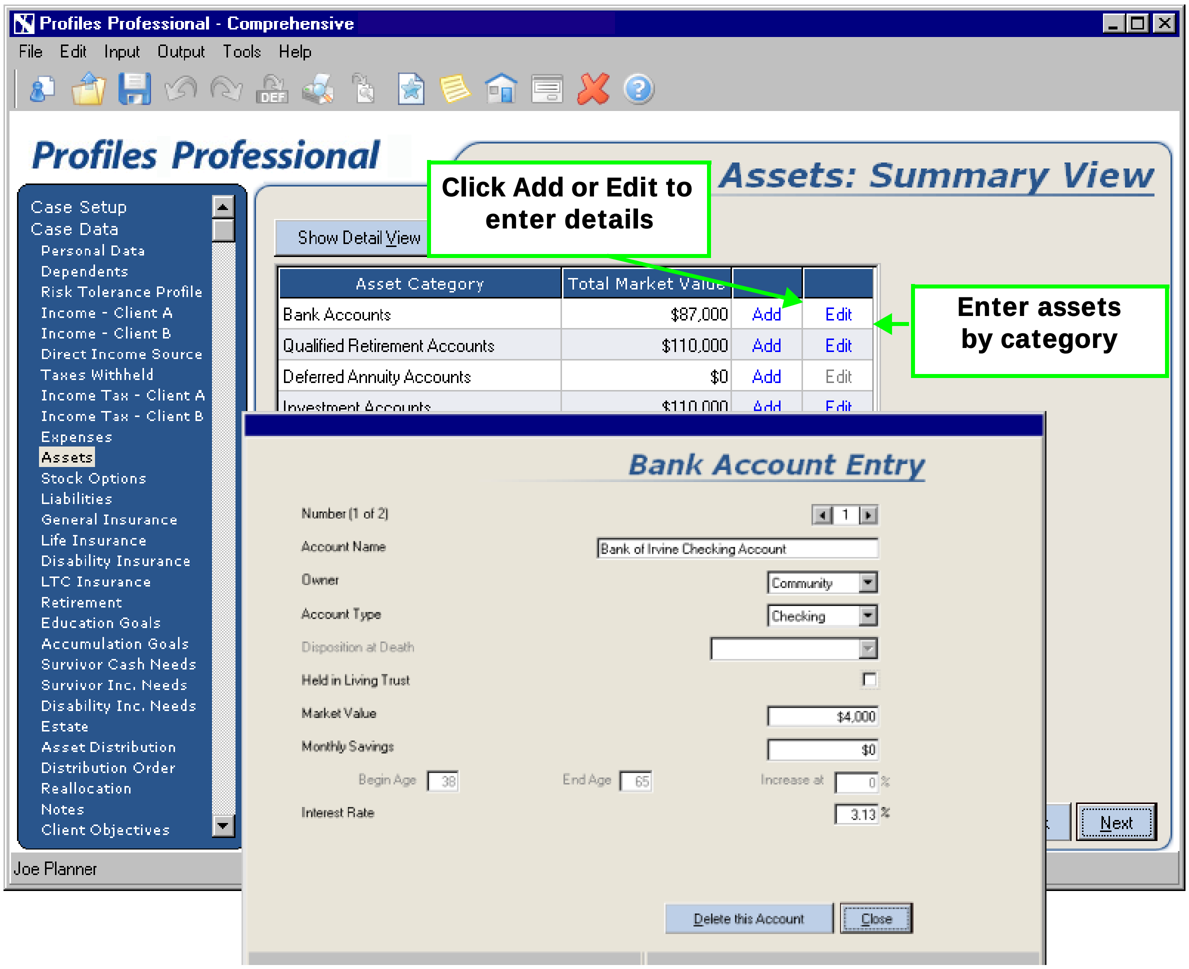


Figure 16: Case Data – Assets

Comprehensive – Liabilities and Insurance

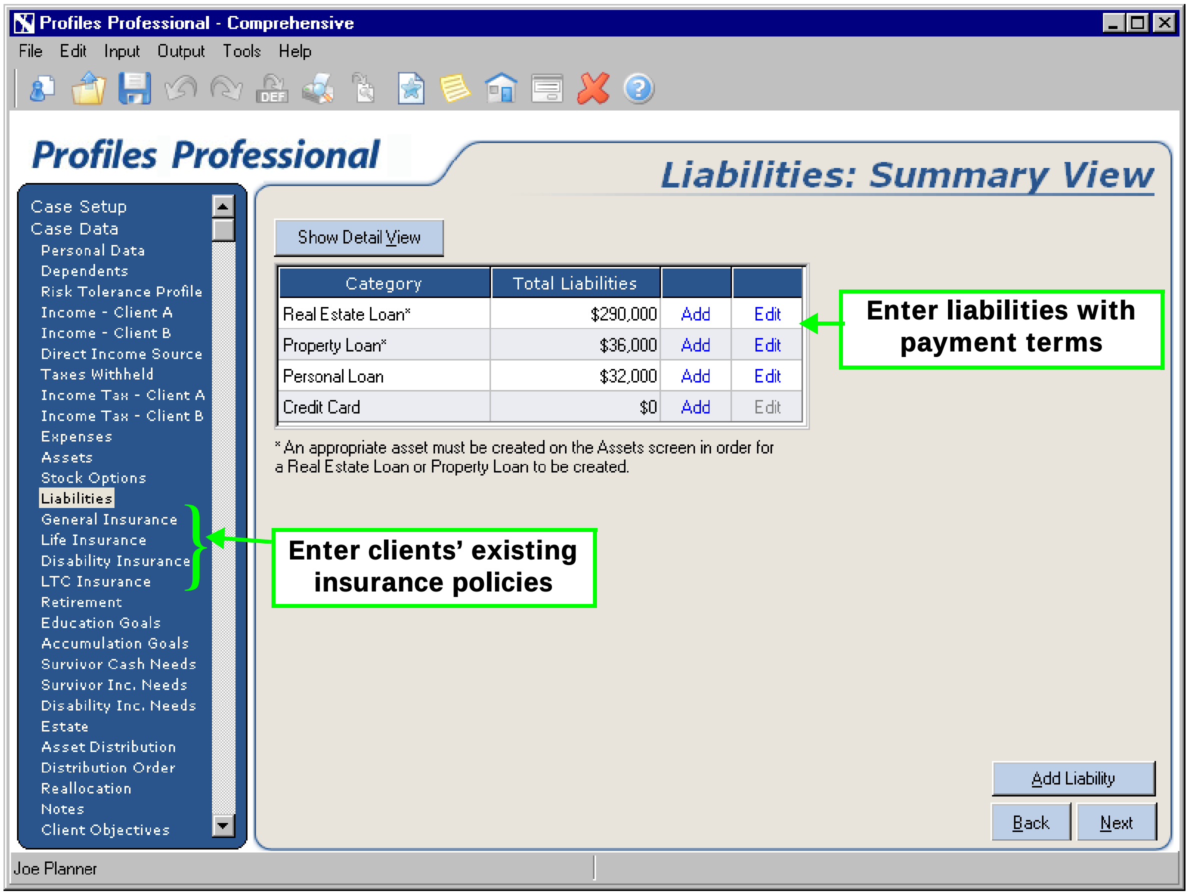


Figure 17: Case Data – Liabilities

Comprehensive – Objectives

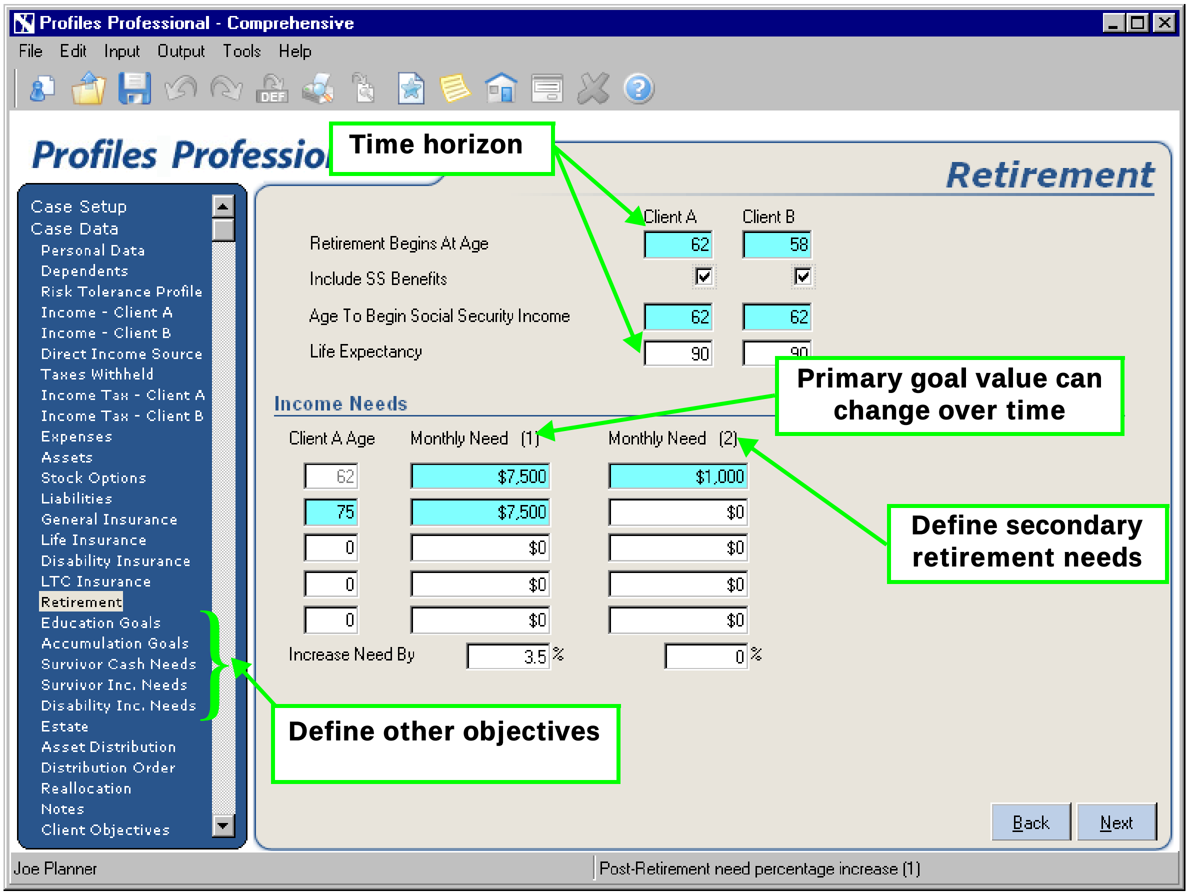


Figure 18: Case Data – Retirement

Comprehensive – Asset Distribution

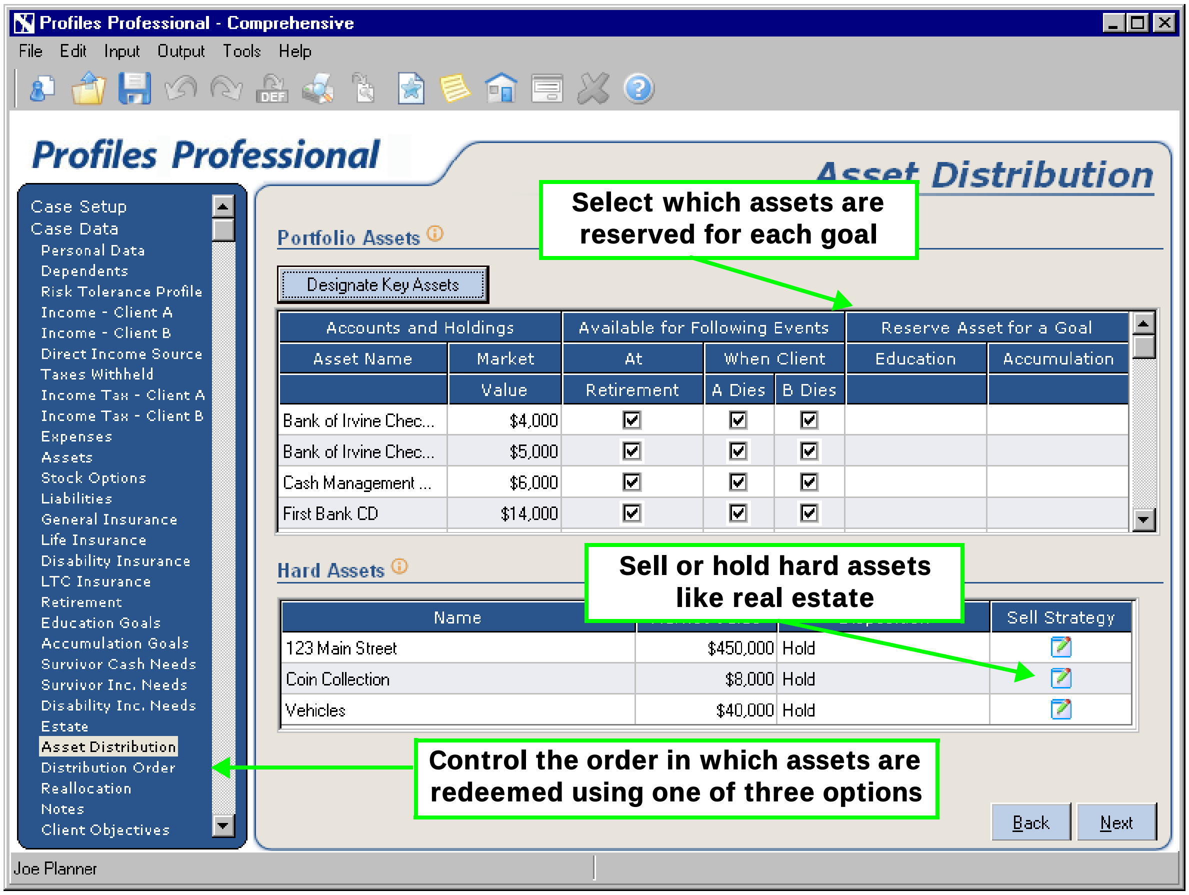


Figure 19: Case Data – Asset Distribution

Comprehensive – Reallocation

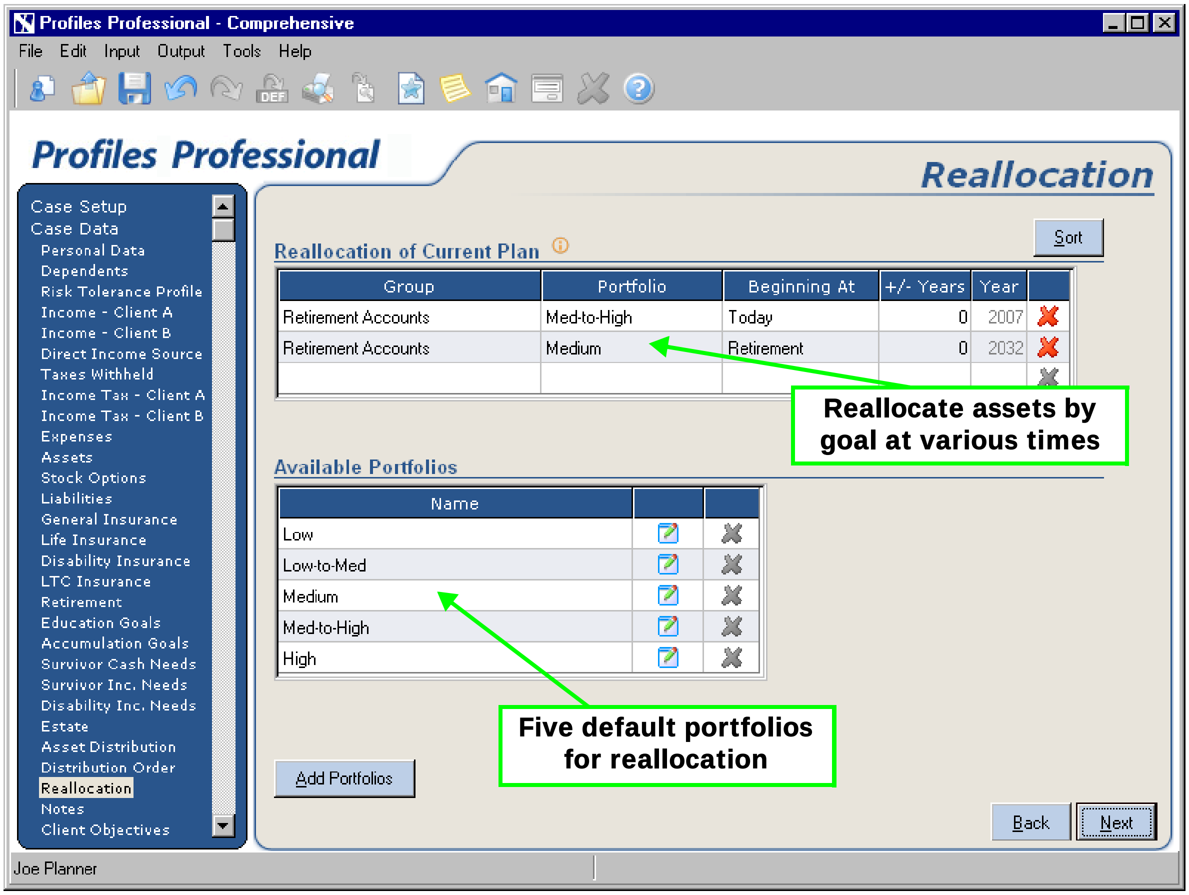


Figure 20: Case Data – Reallocation

HANDS-ON EXERCISES

Exercises

Exercise 1: Using a Preview case

The following questions will help you navigate in Profiles Professional and create a client case in *Preview* mode.

1. When you start to create a new case there are four types of cases available in Professional. Which of the following is NOT one of the options?

   Hint: You can create a new case from the toolbar or the navigation bar.

   a) *Preview* – A preliminary assessment of survivor, education, and retirement needs
   b) *Express* – A goal-based analysis for each objective that requires minimal input
   c) *Personal* – A qualitative analysis of your clients' financial concerns
   d) *Comprehensive* – A goal-based analysis for clients in their "accumulation years"

2. If you wanted your clients to fill in their personal detail on a form that matches the data input screens, where would you find the form?
   a) *File* menu
   b) *Input* menu
   c) *Tools* menu
   d) *Case Setup* screen

3. Create a new *Preview* case and use your own personal data or hypothetical data.

4. Generate a client presentation using the first five output pages available. How would you use the results in a client presentation?

HANDS-ON EXERCISES

Exercise 2: Review features of a Comprehensive case

In this exercise you will review features available in a *Comprehensive* case.

1. Upgrade your case to a *Comprehensive* case.

   Hint: Case defaults are found under *Planning Preferences*.

2. Which screen allows you to define a long-term inflation rate for your case and mortality ages for your clients in a *Comprehensive* case?

   a) *General Preferences* screen

   b) *Needs Preferences* screen

   c) *Solutions Preferences* screen

   d) *Profiler Preferences* screen

3. When you enter incomes into a case, you should enter gross pre-tax amounts.

   Hint: Use the Help if you need to.

   a) True

   b) False

3. You can specify the retirement need and the age when your clients will begin receiving Social Security on the *Retirement* screen.

   Hint: Use the Help if you need to.

   a) True

   b) False

Answers to exercises

Exercise 1: Using a Preview case

1. c) Personal. The fourth case type is *Detailed Cash Flow.*
2. c) *Tools* menu.
4. Answers will vary.

Exercise 2: Features of a Comprehensive case

2. a) *General Preferences* screen.
3. a) True.
4. a) True.