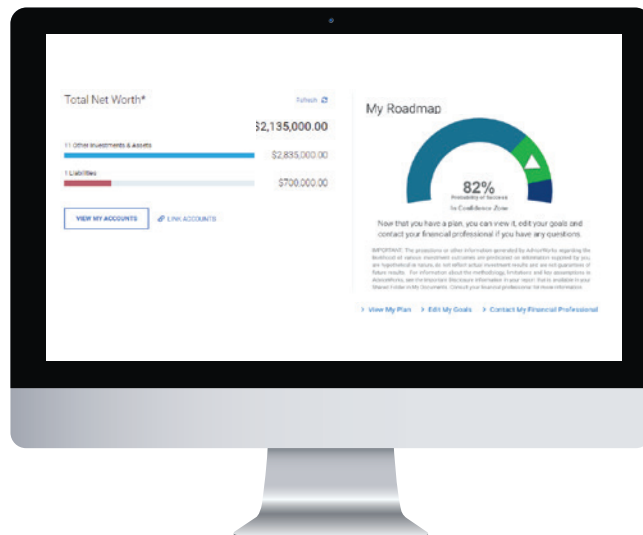




# Getting Started with AdviceWorks<sup>TM</sup>

# Put the clarity, convenience, and security of AdviceWorks to work for you!

AdviceWorks is designed to make it easier for you to see, understand, and manage your finances, and make it easier for you and your financial professional to work together. It's a powerful tool to help you pursue your financial goals. There's no better time than now to start using all it has to offer, so...



## Let's get started!

### Step 1: Log In

Starting with the **enrollment email from your financial professional**, you will be prompted to complete four simple steps to activate AdviceWorks. Keep your cell phone handy, as you will receive a security code by text for multi-factor authentication verification.

## Log in

Your username is the email on file with your financial professional. Please contact your financial professional if you don't remember your email on file.

**Username**

**Password**

[View](#)

[LOG IN](#)

[Forgot password](#)

### Need Help?

HELP & SUPPORT

📞 888-443-6380

### Bookmark AdviceWorks:

<https://client.adviceworks.net/auth/login>

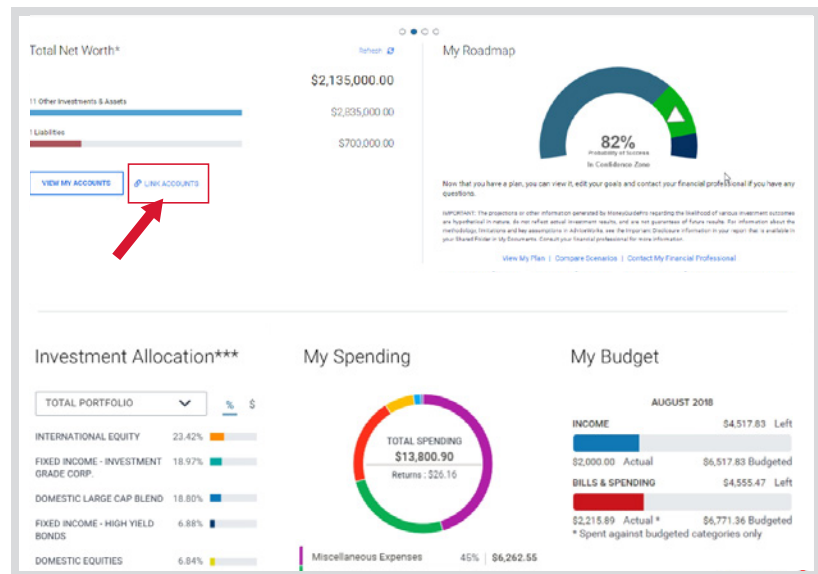
### Help and Support:

888.443.6380

## Step 2: Link Accounts

From your AdviceWorks dashboard, select **Link Accounts** in **Total Net Worth**. You will be prompted to select from a list of common financial institutions, or you can enter your own. Simply provide your username and passcode as directed to link the accounts. Note that you can only use the budgeting tools if you link your bank account(s).

With one login you can access all your accounts including checking, savings, mortgage, and more. Those that are linked will automatically be updated with the most current values. All your information is protected and continuously monitored with robust security systems.



## Step 3: My Docs

Select the **My Docs** tab to find your **shared and private folders**. Within your shared folder, you can add documents or access reports and information from your financial professional. You can create and add to private folders as needed to organize documents the way you like.

**Shared folders** enable you to securely collaborate with your financial professional and access statements, account information, tax documents, and more.

**Private folders** allow you to securely store passports, wills, trusts, or any other documents you wish, giving you convenient access from any device at any time. These documents cannot be accessed by your financial professional.

Shared		Upload a File	Add a Folder
NAME	UPDATED DATE		
Archived	02/12/2019 PST		
Employer Benefits	02/12/2019 PST		
Legal_Estate	02/12/2019 PST		
Reports	11/25/2019 PST		
Taxes	02/12/2019 PST		
Private		Upload a File	Add a Folder
NAME	UPDATED DATE		
Emergency	02/12/2019 PST		
Finances	02/12/2019 PST		
Home_Real Estate	02/12/2019 PST		
Identification	02/12/2019 PST		

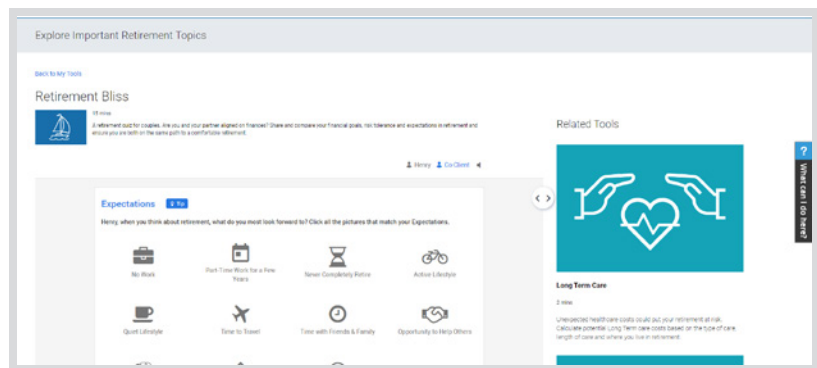
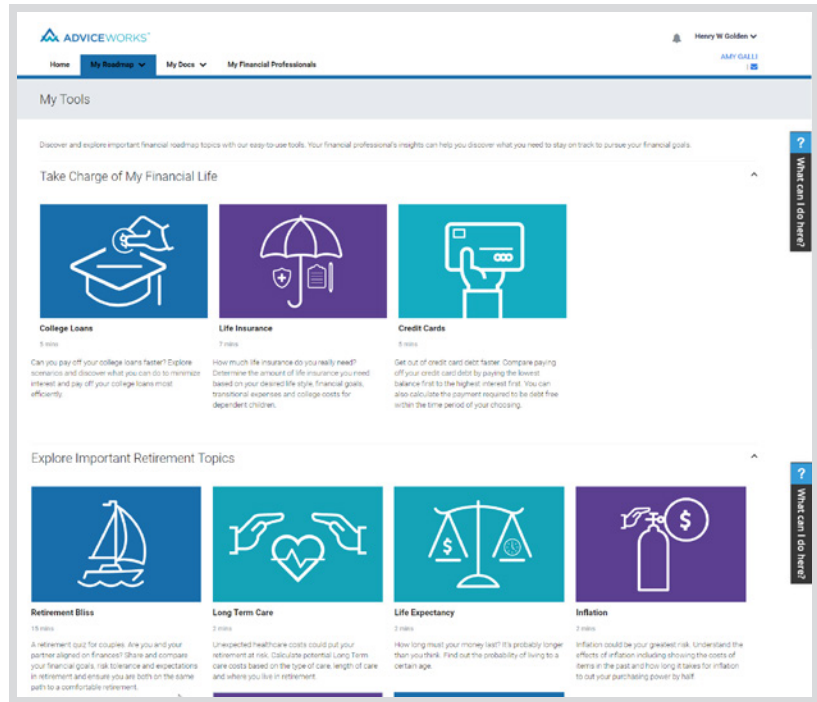
# Getting Started with AdviceWorks

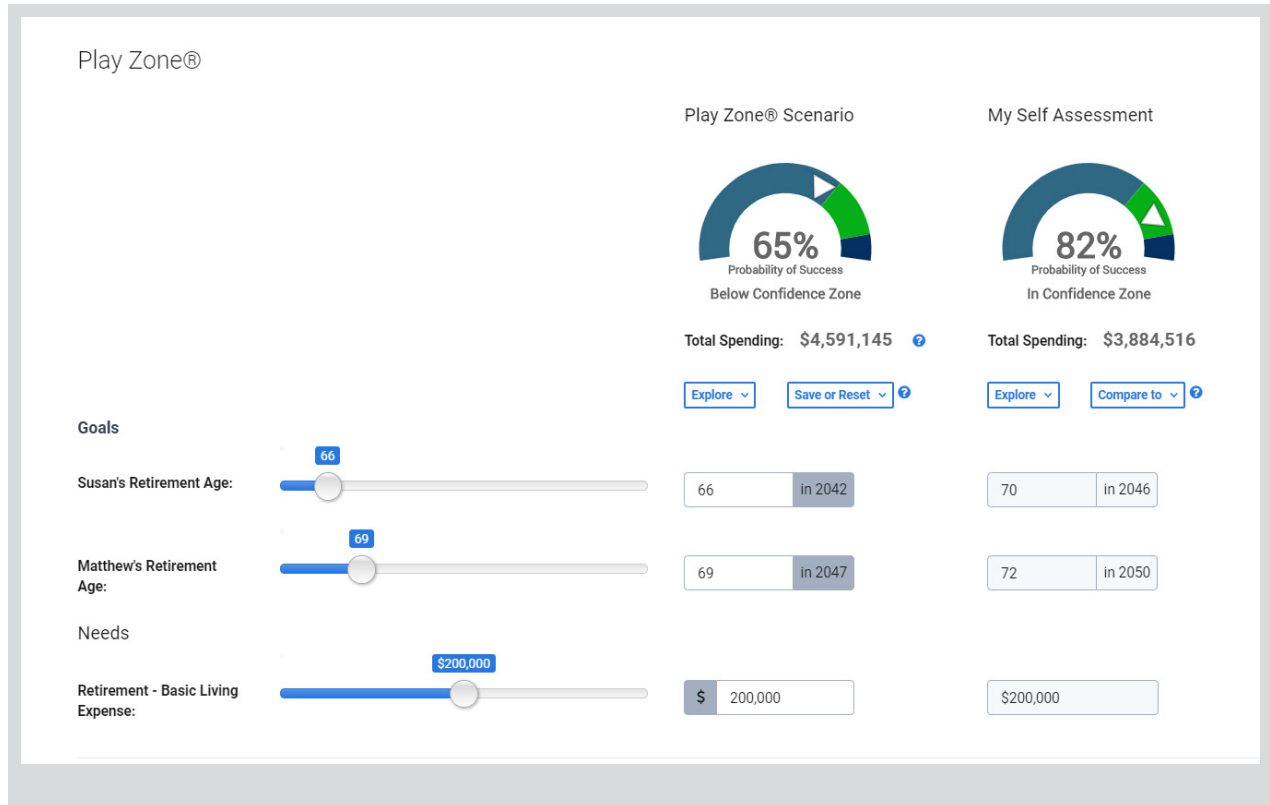
## Step 4: My Roadmap

**My Tools** helps you set goals through quick educational modules or creating a full financial strategy in collaboration with your financial professional. If you are new to AdviceWorks, you can select **Get Started Now** to provide information on your current situation and goals. If you already have a strategy, you can **Compare Scenarios** to test different circumstances that may affect your probability of success meter.

**Tools** provides short, educational modules to focus in on a specific strategy need or goal. Try out different modules based on your interests.

You can also compare results with your partner to help discuss and define family goals.





Collaborate with your financial professional, compare various scenarios, and update information with relevant life changes in real time, and all from a single login.



If you have any technical questions about AdviceWorks, please contact our Help & Support Team at **888.443.6380**. For all other questions, please contact the office.

#### **About Cetera Financial Group®**

Cetera Financial Group (Cetera) is a leading financial advice firm. It empowers the delivery of an Advice-Centric Experience® to individuals, families and businesses across the country through independent financial professionals as well as trusted tax professionals and banks and credit unions. Cetera Financial Group is located at 655 W. Broadway, 11th Floor, San Diego, CA 92101.

Comprehensive services include: wealth management solutions, retirement plan solutions, advisory services, practice management support, innovative technology, marketing guidance, regulatory support, and market research.

Individuals affiliated with Cetera firms are either Registered Representatives who offer only brokerage services and receive transaction-based compensation (commissions), Investment Adviser Representatives who offer only investment advisory services and receive fees based on assets, or both Registered Representatives and Investment Adviser Representatives, who can offer both types of services.

“Cetera Financial Group” refers to the network of independent retail firms encompassing, among others, Cetera Advisors LLC, Cetera Advisor Networks LLC, Cetera Investment Services LLC (marketed as Cetera Financial Institutions or Cetera Investors), Cetera Financial Specialists LLC, and First Allied Securities, Inc. All firms are members FINRA / SIPC.