



Co|Create

F i n a n c i a l

YOUR PORTAL OVERVIEW

& the CoCreate Finance App

Welcome to your CoCreate financial portal! The portal includes your financial plans, performance, documents, news, and advisor communication in one consolidated experience. This experience empowers you to understand your whole financial picture and puts your financial advisor only one click away for guidance and help.

This guide walks through the portal's features and provides tips on how to get the most out of the online experience.

Have questions?

Contact us:

Accessing Your Account

There are two ways you can access your account:

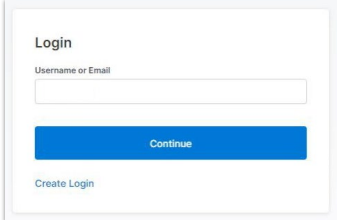
- Navigate to the website address provided by your advisor.
- Download the **CoCreate Finance** mobile app from the Apple or Android app store. Once complete, the mobile app will be accessible on your mobile device.

Please note, two-Factor Authentication (2FA) is mandatory when logging into the client portal. If you have questions regarding this, please contact your advisor to get additional information.

Create Login

If this is your first time logging in and you were instructed to create your login, click **Create Login** in the bottom left corner of the login page. On the following prompt:

- Enter your email address as your username
- Input required personal information in the additional fields
- Select the I'm not a robot box, and click Create Login
- An email to create a password will be sent to the email we have on file for your household. If you do not see this email, contact your advisor.

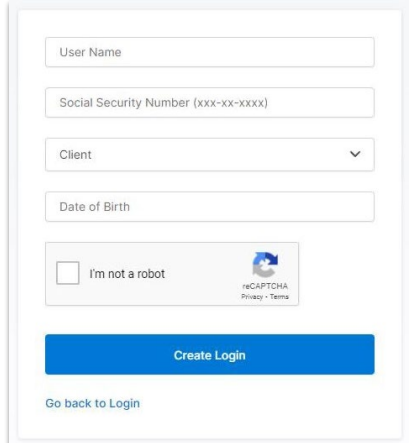


The screenshot shows a 'Login' form with a text input field for 'Username or Email', a blue 'Continue' button, and a 'Create Login' link at the bottom left.

Create Password

Click the link in the email to set your password. Please note, this link is temporary and expires after a short time.

- After clicking the link, enter a new password. Password requirements are listed on this page.
- Confirm the password by repeating it in the second field and click Reset Password.
- Then, proceed with logging in using your new password.



The screenshot shows a form for creating a login with fields for 'User Name', 'Social Security Number (xxx-xx-xxxx)', 'Client' (dropdown), and 'Date of Birth'. It includes an 'I'm not a robot' checkbox with a reCAPTCHA logo and a blue 'Create Login' button. A 'Go back to Login' link is at the bottom.

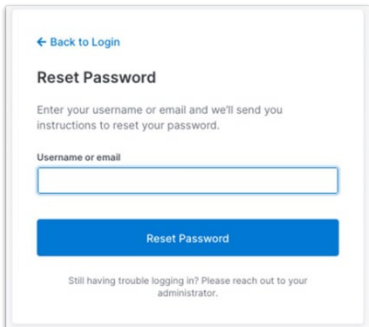
Reset Your Password

On the login page, enter your Username and click Continue. On the next page click **Forgot password?** in the bottom left corner. On the next prompt, enter your Username and click **Reset Password**. An email is sent to the email address that is associated with your household.

Then, follow the instructions above in the Create Password section of this document.

Password Requirements

- Has an uppercase and lowercase letter
- Has a number or special character
- Has 10 or more characters
- Does not contain date-related words
- Does not use a variation of 'password', 'Orion', or 'advisor'
- Does not use your User ID
- Does not use your name or email address
- Cannot be a previous password used for Orion Connect
- Cannot use a seasonal word or current year



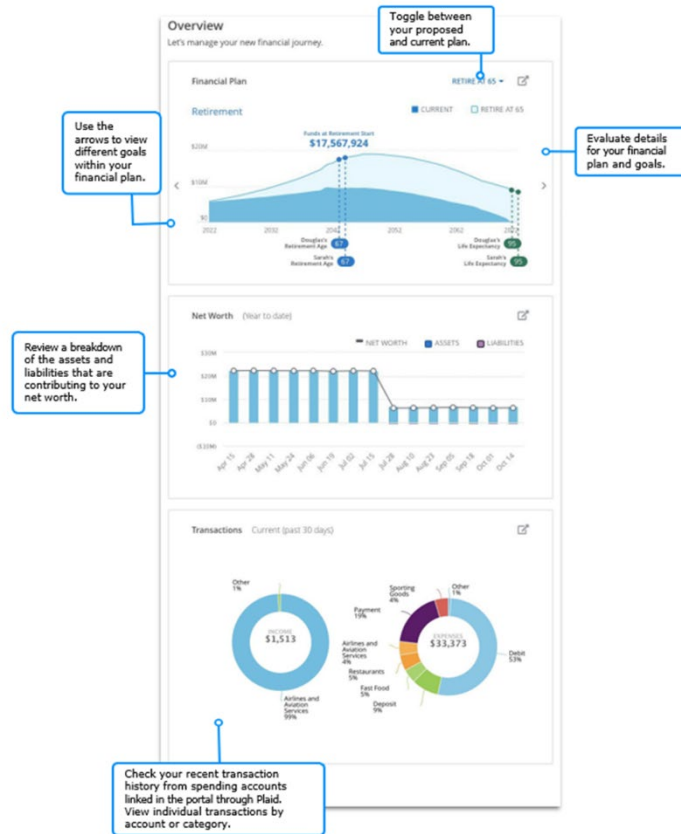
The screenshot shows a 'Reset Password' form with a blue '← Back to Login' link at the top left. It includes a text input field for 'Username or email', a blue 'Reset Password' button, and a footer note: 'Still having trouble logging in? Please reach out to your administrator.'

If you experience issues with your username or password being incorrect, please contact your advisor.

Client Overview

Quickly and easily see some of the most important parts of your financial story, including your net worth, transactions and progress on your financial plan.

If accessing your portal online, your homepage will resemble the following:

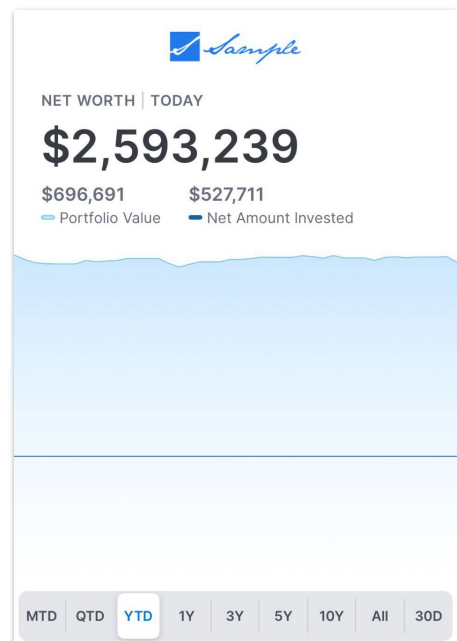


Mobile App Overview Tab

The Overview Tab is the landing page for the mobile app; use the interactive graph to view your Portfolio Value and Net Amount Invested.

Slide your finger across the graph to view data for a specific date.

Use the built-in date range buttons to apply a select time period.



Stay connected wherever you are using the Newsfeed Tab. Review posts and updates from your advisor, download and review portfolio statements, and more.

Newsfeed
Check out the latest news

NEWS

WSJ Market News
3/6/2023 • [RSS](#)

Stocks Edge Up to Start the Week
The S&P 500 rose, building on recent gains, while benchmark borrowing costs declined.

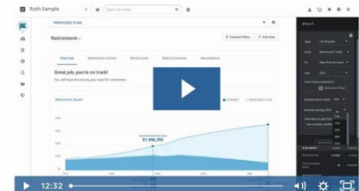
[Supporting Link](#)

2022 - 1st Quarter Statement
3/31/2022 • [Statement](#)

[Supporting Link](#)

Welcome Video
9/29/2021 • [Post](#)

Click here for an overview on how to use the portal!



When viewing the newsfeed through the mobile app, you can expect a view more like this:

Newsfeed

FEATURED

NEWS

2022 - 1st Quarter Statement
3/31/2022 5:00 AM • [Statement](#)

September Release Video
9/29/2021 5:00 AM • [Post](#)

Orion Planning

Quarterly Statement - Q1 2021
3/31/2021 5:00 AM • [Statement](#)

Quarterly Statement - Q3 2020
9/30/2020 5:00 AM • [Statement](#)

Q1 2020
2/29/2020 6:00 AM • [Statement](#)

2017 - 4th Quarter Statement
12/31/2017 6:00 AM • [Statement](#)

2017 - 3rd Quarter Statement
9/30/2017 5:00 AM • [Statement](#)

2017 - 1st Quarter Statement

Overview


Accounts

Newsfeed

Planning

Menu

Quarterly Statement - Q3 2...
Done

Advisory Fee Notification 

Invoice Date: 9/2/2020
Invoice Number: 207-26601
Rep Name: James Smith

Registration	Billable Market Value	Period	Bill Cycle	Annual Fee	Days in Cycle	Advisory Fee Amount	Pay Method
Registration: Helix Sterling_TBU							
Contribution	TBD Annuity	10/1/2019-12/31/20	Quarterly	1.50%	90/90	\$1,171.28	Direct
Totals:							\$1,171.28
Registration: Helix Sterling_HDC							
Contribution	TBD Annuity	10/1/2019-12/31/20	Quarterly	1.50%	90/90	\$761.00	Indirect
Totals:							\$761.00
Registration: Helix Sterling_RWSA							
Contribution	TBD Annuity	10/1/2019-12/31/20	Quarterly	1.50%	90/90	\$1,192.00	Indirect
Contribution	TBD Annuity	10/1/2019-12/31/20	Quarterly	1.50%	90/90	\$91.00	Indirect
Totals:							\$1,283.00
Registration: Helix Sterling_JMT							
Contribution	TBD Annuity	10/1/2019-12/31/20	Quarterly	1.50%	90/90	\$4,071.00	Indirect
Totals:							\$4,071.00

Special Instructions: *100% of the TB Annuity fee will be paid by Helix Sterling, TBU (***)-Q3 per your instructions.

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Advisory Fee Notification Page 2 of 2

Registration: Helix Sterling_HDC
Contribution: TBD Annuity
Contribution: TBD Annuity
Contribution: TBD Annuity
Contribution: TBD Annuity

Special Instructions: *100% of the TB Annuity fee will be paid by Helix Sterling, TBU (***)-Q3 per your instructions.

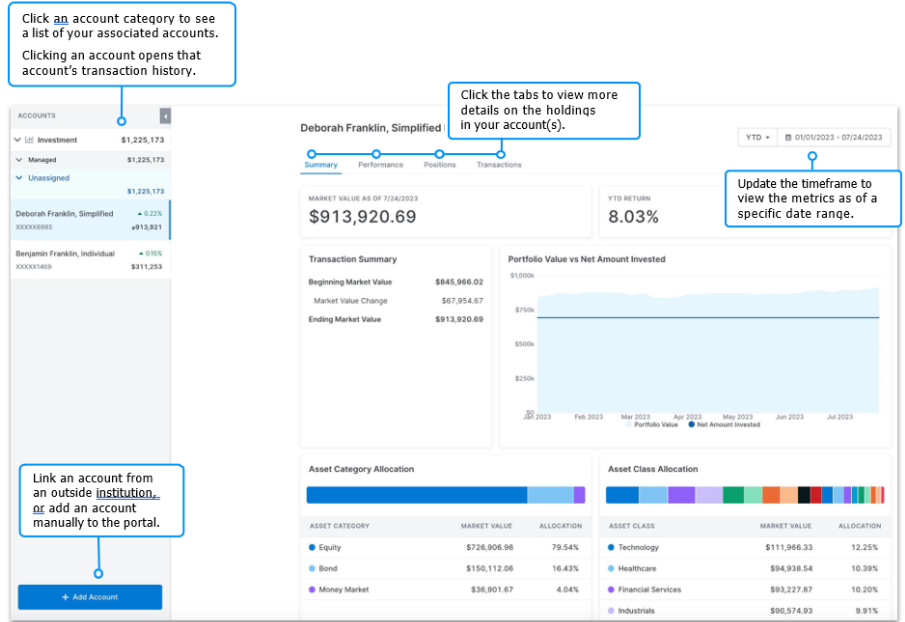
Invoice Summary Invoice # 207-26601

Total Billable Market Value: \$3,177,011.00	Total Advisory Fee:	\$14,012.00
	Total Refund Due:	\$14,012.00

Direct: The advisory fee will be withdrawn from the applicable account.
Indirect: The advisory fee for this account will be withdrawn from another account per your previous instructions. (See "Special Instructions" above)

Personal Finances Summary

Dive deeper to further understand what you have and how it's performing. Check out information for various time frames including your returns, market value, and allocations.



Click an account category to see a list of your associated accounts. Clicking an account opens that account's transaction history.

Click the tabs to view more details on the holdings in your account(s).

Update the timeframe to view the metrics as of a specific date range.

Link an account from an outside institution, or add an account manually to the portal.

Deborah Franklin, Simplified

MARKET VALUE AS OF 7/24/2023
\$913,920.69

YTD RETURN
8.03%

Transaction Summary

Beginning Market Value	\$845,966.02
Market Value Change	\$67,954.67
Ending Market Value	\$913,920.69

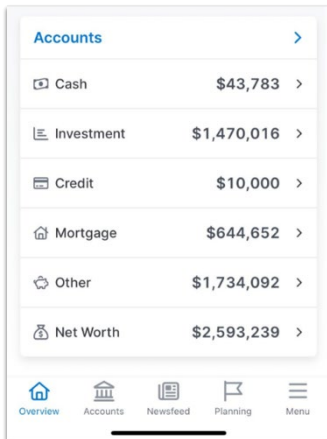
Portfolio Value vs Net Amount Invested

Asset Category Allocation

ASSET CATEGORY	MARKET VALUE	ALLOCATION
Equity	\$726,906.98	79.54%
Bond	\$150,112.06	16.43%
Money Market	\$36,901.67	4.04%

Asset Class Allocation

ASSET CLASS	MARKET VALUE	ALLOCATION
Technology	\$111,966.33	12.25%
Healthcare	\$94,938.54	10.39%
Financial Services	\$93,227.87	10.20%
Industrials	\$90,574.93	9.91%



Accounts

- Cash \$43,783
- Investment \$1,470,016
- Credit \$10,000
- Mortgage \$644,652
- Other \$1,734,092
- Net Worth \$2,593,239

Overview Accounts Newsfeed Planning Menu

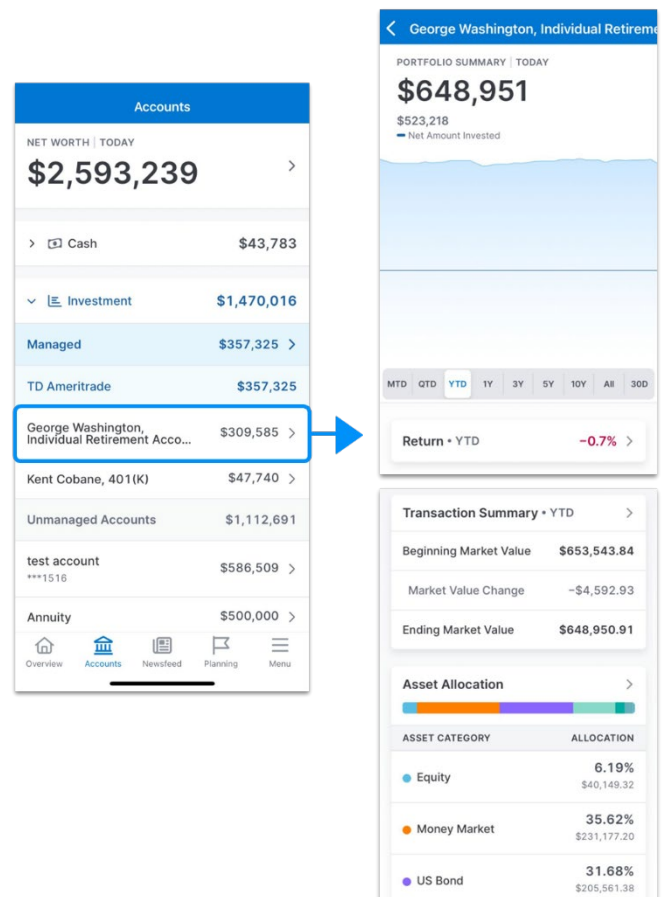
Accounts Summary

When in your mobile app you can review the Accounts summary for the total value of each portfolio category including Cash, Investment, Credit, Net Worth, and more.

Select any of these categories to view more information on the Accounts Tab.

Accounts Tab

Review your portfolio in greater detail using the Accounts Tab. Expand the portfolio categories to see the accounts inside; select any Managed Account to view its portfolio summary, asset allocation, position information, and transaction summary.



Accounts

NET WORTH | TODAY
\$2,593,239

- Cash \$43,783
- Investment \$1,470,016
 - Managed \$357,325
 - TD Ameritrade \$357,325
 - George Washington, Individual Retirement Acco... \$309,585
 - Kent Cobane, 401 (K) \$47,740
 - Unmanaged Accounts \$1,112,691
 - test account ***1516 \$586,509
- Annuity \$500,000

Overview Accounts Newsfeed Planning Menu

George Washington, Individual Retirement

PORTFOLIO SUMMARY | TODAY
\$648,951
 \$523,218
 Net Amount Invested

MTD QTD YTD 1Y 3Y 5Y 10Y All 30D

Return • YTD **-0.7%**

Transaction Summary • YTD

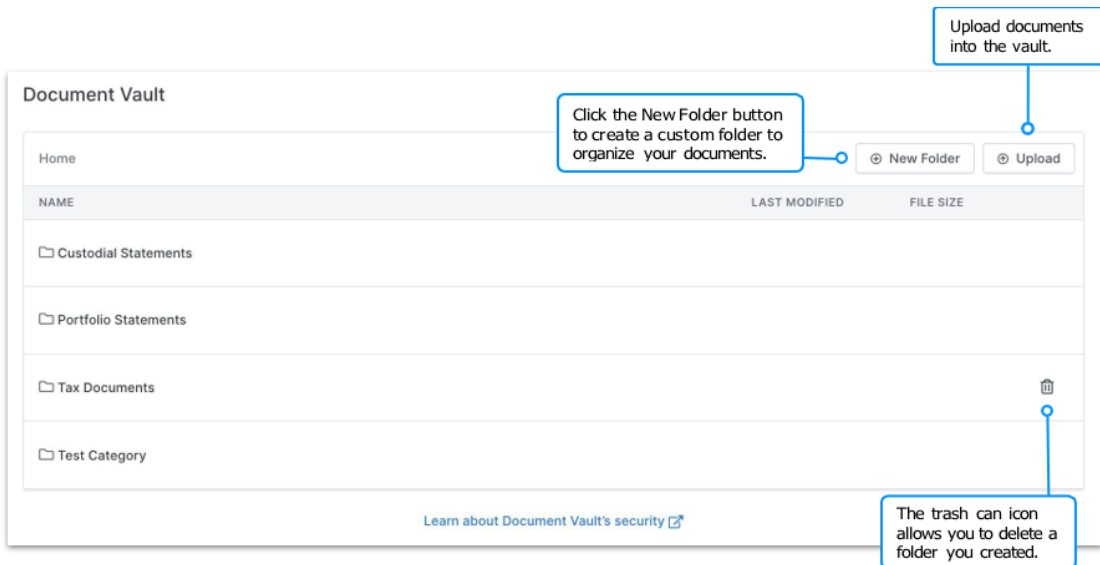
Beginning Market Value	\$653,543.84
Market Value Change	-\$4,592.93
Ending Market Value	\$648,950.91

Asset Allocation


ASSET CATEGORY	ALLOCATION
Equity	6.19% \$40,149.32
Money Market	35.62% \$231,177.20
US Bond	31.68% \$205,561.38

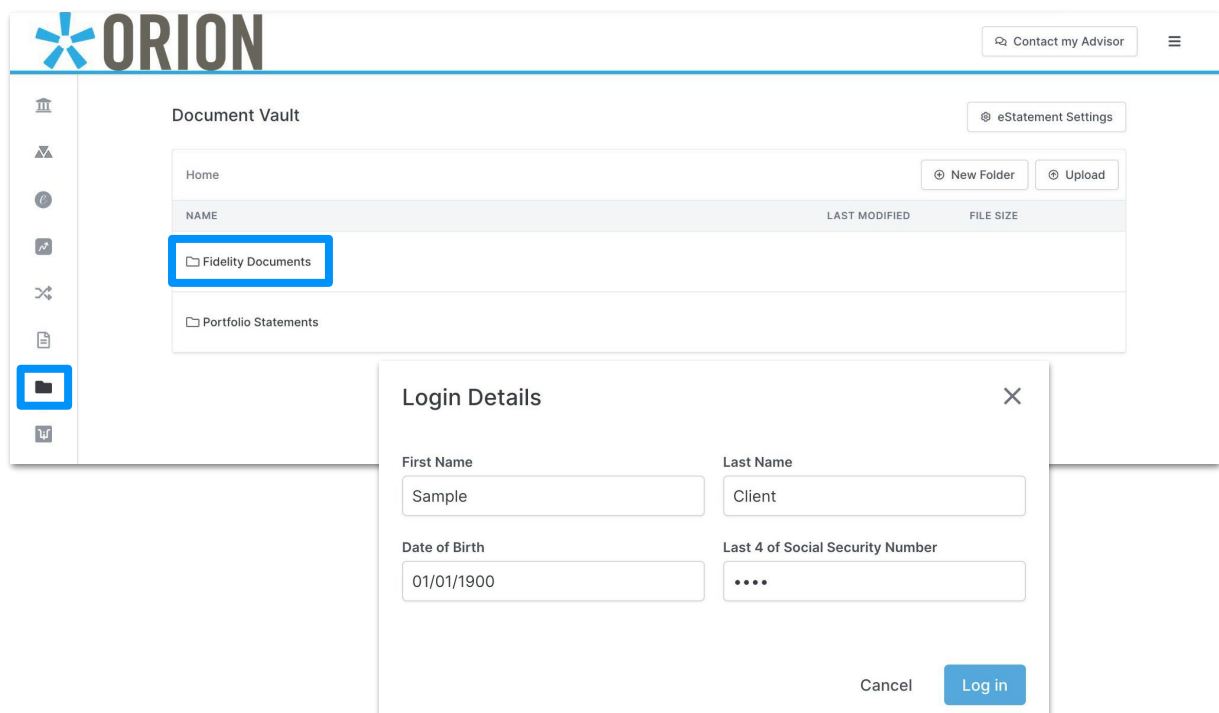
Document Vault

Store and share documents securely with your advisor in the Document Vault. Files that are uploaded into the vault are encrypted in transit, and at rest, in order to provide end-to-end security and protection. Many clients upload tax statements, wills, insurance policies, and more for safe keeping. This is also where your advisor might share important documents with you like your portfolio statements.



Accessing Your Statements

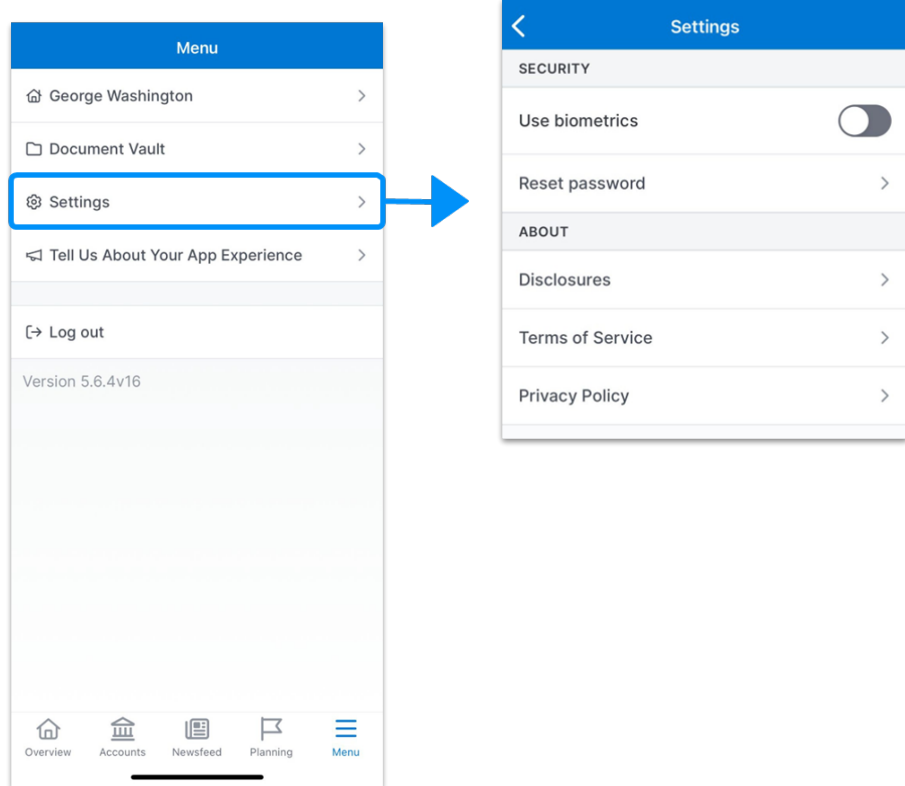
In the client portal, click the **Document Vault**  in the left menu. Click the appropriate folder and enter your log in details.



Menu Tab

Set app preferences, access files and disclosures, and submit feedback using the Menu Tab.

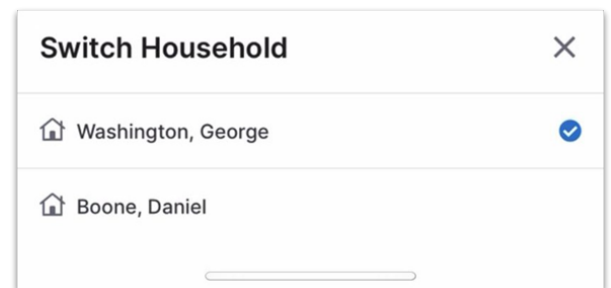
- Toggle between linked households
- View and download files stored in the Document Vault
- Enable biometrics (face recognition/touch ID) or reset your password
- Tell us your experience with the app and submit feedback



Toggle Between Linked Households

Select the row with the household icon to toggle between linked households, if applicable. The Switch Household menu will appear from the bottom of your screen, allowing you to switch profiles seamlessly.

For example, if your personal accounts and business accounts live in separate households, use this feature to switch between which set of accounts you're viewing.



Enable Biometrics

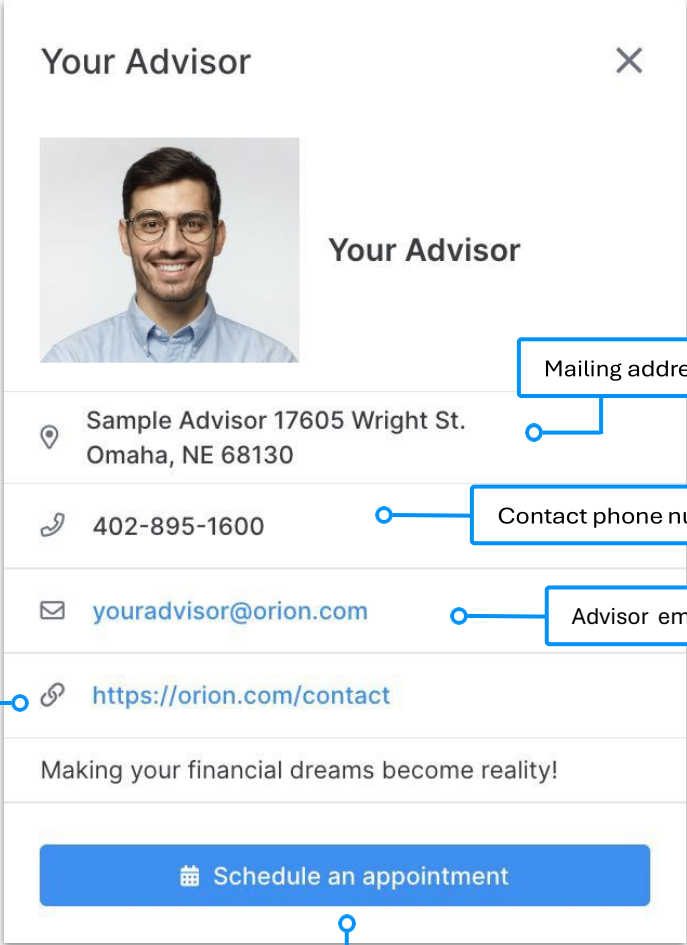
Biometrics depends on your phone interface and whether your device supports face recognition or touch ID. It will not be setup initially as it is defaulted off. Enable it after the first initial login. Best practice is to register with the portal on the web first, prior to accessing the mobile app.

Submit Feedback


Please note the feedback submitted is not an alternative to corresponding with your advisor. Do not provide any personal information when submitting feedback.


Use the **Contact My Advisor** button in the upper right corner of the portal to easily connect with your advisor.


Contact my Advisor





Your Advisor [Close]

 **Your Advisor**


 Sample Advisor 17605 Wright St.
Omaha, NE 68130

 402-895-1600

 youradvisor@orion.com

 <https://orion.com/contact>

Making your financial dreams become reality!

 [Schedule an appointment](#)

Click the link to schedule a meeting with your advisor.

Advisor URL

Mailing address

Contact phone number

Advisor email address