

Investor User Guide

Welcome to WebConnect! FundEX is pleased to introduce our new secure portal for our investors that will provide online access to your portfolio holdings, investment balances, asset allocations and account activity. WebConnect also provides you with the ability to retrieve and view your quarterly account statements online. New industry rules require mutual fund dealers like FundEX to issue mutual fund statements quarterly beginning March 31st, 2012, previously we were only required to issue statements annually. Electronic statements, instead of paper will help reduce costs and environmental impact by providing statements and notifications online. You will be able to access and retrieve statements anywhere, anytime.

The purpose of this guide is to help you navigate through WebConnect. The portal is optimized for use on a variety of different browsers and devices.

Home Page

To login into FundEX WebConnect go to <https://client.fundex.com>. On the Home Page you will be able to:

1. Sign into FundEX WebConnect
2. Register yourself for access to WebConnect (if it has not already been supplied by your advisor)
3. Reset your password
4. Find a copy of this manual under the Help link
5. Find a link to the previous version of the Investor web site

The screenshot shows the FundEX WebConnect login interface. At the top left is the FundEX logo and 'WEB CONNECT' text. The main area features a 'Sign In' box with fields for 'Client ID:' and 'Password:', a 'Forgot your password?' link, and a 'Sign In' button. Below this is a 'Not Registered?' section with a 'Register' button. The footer contains links for 'Legal | Disclaimers | Privacy Statement', copyright information '© 2012 FundEx Investments Inc. All Rights Reserved', and 'Powered by UNIVERIS'.

Signing In

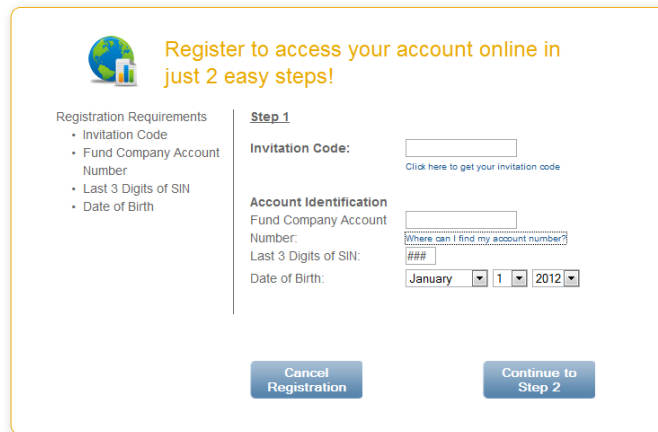
Signing in to WebConnect requires you to enter two unique fields:

Client ID: This is your unique identifier that has been provided to you by your advisor or during the self-registration process (explained later in this guide).

Password: The secure password chosen by you (or temporarily assigned to you by your advisor).

NOTE: If you currently have access to the existing FundEX Investor website you can continue to use that login id and password for WebConnect.

Your advisor can provide you with your Client ID and a temporary password by contacting them directly. Alternatively, you may also use the self-registration section. Begin by clicking the “Register” button on the home page.



The registration form is titled "Register to access your account online in just 2 easy steps!". It features a globe icon. On the left, under "Registration Requirements", are: Invitation Code, Fund Company Account Number, Last 3 Digits of SIN, and Date of Birth. The main section is "Step 1" with fields for: Invitation Code (with a link "Click here to get your invitation code"), Fund Company Account Number (with a link "Where can I find my account number?"), Last 3 Digits of SIN (with a "###" placeholder), and Date of Birth (with dropdowns for January, 1, and 2012). At the bottom are "Cancel Registration" and "Continue to Step 2" buttons.

Begin by entering an **Invitation Code**. Click on the link below the Invitation Code box to find the current code.

Next, enter in one of your **Fund Company Account Numbers**. The fund company account number can be found starting on the second page of your official FundEX statement under the column called "*Fund Co. Account No.*" You may have more than one fund company account, but any of them will work for WebConnect registration. Additionally, the fund company account number(s) are also available directly on Fund Company account statements. Please enter the account number with no spaces, special characters or dashes; please also note the fund company account number is not your Client Number, Client ID or SIN.

Next, enter the last three digits of your Social Insurance Number and your Date of Birth.

Click the “Continue to Step 2” button once complete. The system will then validate the details against the FundEX trading system and provide verification and allow you to setup your own password.

Once complete, you will be presented with you Client ID, which is your WebConnect login.

NOTE: You must contact your advisor’s office to get setup for corporate accounts.

New Password Page

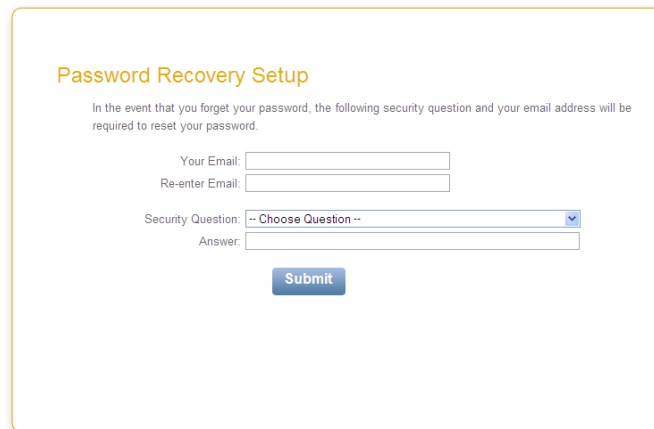
If you are using WebConnect for the first time and were provided with a temporary password from your advisor, you will need to complete a password reset.



The form is titled "To reset your password. Use your temporary password and follow the password Rules." with a globe icon. On the left, "Password Rules" are listed: Needs to be 8 characters long, Needs to have 1 numeric character, and Needs to have one uppercase character. On the right, there are input fields for: Enter your Client ID, New Temporary Password, New Password, and Confirm New Password. A "Sign In" button is at the bottom.

Password Recovery Setup

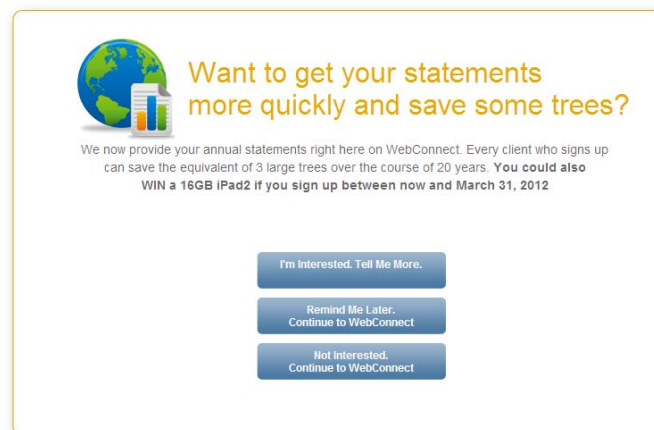
Upon successful initial sign in, you will be asked to provide information that will assist you in resetting your password (if/when required). Completing this page will allow you to use the “Forgot your password” function on the home page. You can always update this information in your Preferences area (under My Profile) within WebConnect.



The screenshot shows a web form titled "Password Recovery Setup" in orange text. Below the title, a small grey box contains the text: "In the event that you forget your password, the following security question and your email address will be required to reset your password." The form includes the following fields: "Your Email:" with a text input box, "Re-enter Email:" with a text input box, "Security Question:" with a dropdown menu currently showing "-- Choose Question --", and "Answer:" with a text input box. A blue "Submit" button is located at the bottom center of the form.

E-Delivery Enrolment Setup

Upon logging into WebConnect, you will be presented with a campaign page for e-delivery enrolment.



The screenshot shows a campaign page for e-delivery enrolment. At the top left is an icon of a globe with a bar chart. To its right, the text "Want to get your statements more quickly and save some trees?" is displayed in orange. Below this, a paragraph of text reads: "We now provide your annual statements right here on WebConnect. Every client who signs up can save the equivalent of 3 large trees over the course of 20 years. You could also WIN a 16GB iPad2 if you sign up between now and March 31, 2012". At the bottom, there are three blue buttons stacked vertically: "I'm Interested. Tell Me More.", "Remind Me Later. Continue to WebConnect", and "Not Interested. Continue to WebConnect".

Upon making your selection, you will either be presented with the edelivery enrollment screens, or continue onto WebConnect. You can always change your choice for edelivery in your Preferences section within WebConnect.

WebConnect Navigation

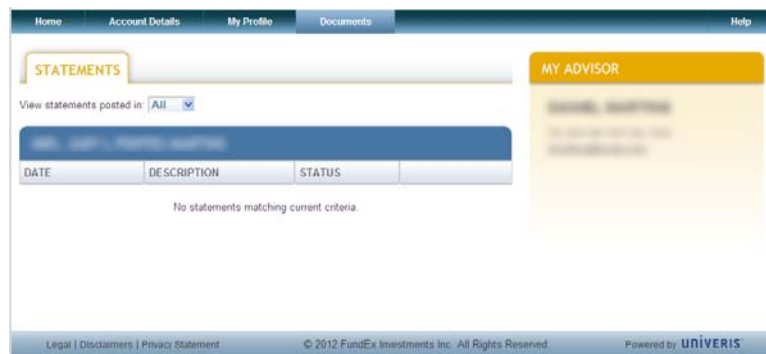
Home and **Account Details** will contain information about your account at FundEX.

The **My Profile** section contains your contact information on file with FundEX Investments Inc. It is also where your **Preferences** are kept for things like E-Delivery enrolment, Password Recovery and changing your password.




The **My Alerts** tab will display any new notifications (for instance, when a new statement is posted).

The **Documents** section will contain any statements that have been generated for you to view.



Password Reset

In the event you forget your password, please click on the “Forgot your password” on the home page.



Reset your password in just 4 easy steps.

Step 1:
(*) denotes required field

Client ID*:

[Continue](#)

[Go Back to Login](#)

You will then be asked to enter your Client ID and an email message will be sent to your address on file. Within that email message will be a secure link that will bring you back to WebConnect where you must answer your security question successfully in order to reset your password.