

## THE DOWNLOAD CENTER

### FOCUSED DATASETS FOR ANALYSIS AND ACTION

The Download Center is a reporting tool providing on-demand access to focused data sets. Over 500 pre-formatted data sets are available, providing rich insights into accounts, assets, transactions, performance, and compliance -- across all business lines. Many of these reports can be customized, allowing users to determine what information will appear and in which order, with output directly to Excel. Customized report settings can be saved and easily used again and again. Select reports within the Download Center are available with TXT output to facilitate uploading information to third parties.

Reports within the Download Center are categorized by type. These categories include:

#### **Performance**

These reports provide high-level oversight of performance on the account and account group level, as well as the detail needed to troubleshoot any performance reporting issues that may arise.

#### **Transactions**

These reports are most critical to implementation and operations teams working to implement and settle current-day trades. Trade extracts, account transactions, currency details, and trade allocation reports are available.

#### **Accounts**

Track new, active, frozen, terminated and household accounts, and generate audit reports of account changes. Account level reports provide business insight for managers, and actionable items for operations and implementation teams.

#### **Assets**

AUM and asset flow reports may be segregated by firm, by salesperson, or by group, allowing managers to track business productivity. Portfolio exposure and historical asset reports – including cash reports – assist managers' risk management efforts.

## **Billing**

Several billing reports allow managers to monitor fees, troubleshoot billing issues at the account level, and audit any third party fee collectors. Certain reports may be used to upload managers' fees to sponsor or custody platforms.

## **Compliance**

Download Center compliance reports track portfolio and MDA model drift, allowing managers to quickly identify portfolios requiring the attention of implementation teams.

## **Custodian**

Custodian holdings, history, and tax-related reports assist in troubleshooting global reconciliation or securities pricing issues. Managers armed with custodian-related data are best equipped to monitor their investment operations. Download Center Reconciliation reports provide additional custodian data, and simplify the recon team's efforts. Data availability varies by custodian.

## **Models**

Tracking sectors, styles and prices of portfolio models is particularly important for managers leveraging their expertise by publishing their portfolio models.

## **Orders**

Order-related Download Center reports are most often used to upload and download orders for managers who use third-party order generation platforms and those using step-out or trade-away brokers. Since Download Center reports are provided in true Excel format, CSV files required for communicating with other systems or parties are easily generated.

## **Paperwork**

The Paperwork Queue is one of Archer's powerful workflow tools, generating work queues of accounts and trades requiring attention. Newly funded accounts in ready-to-trade status, frozen accounts' documentation of issues, and lists of open and closed paperwork items provide actionable insights into the manager's operations.

## **Positions**

Download Center Positions reports facilitate the analysis of real-time holdings across accounts, groups, and the firm-wide portfolio. Some of these reports also allow managers to integrate Archer holdings with other proprietary systems.

## **Reconciliation**

Reconciliation status and discrepancy details by account, group, security and cash amounts may be researched using these intraday-updated reports.

## CUSTOMIZE DOWNLOAD CENTER OUTPUT

Use the 'Customize' button to access drag-and-drop functionality. To get started, select the Download Center report you want to customize from "Select Report." On "Report Criteria," click the "Customize" button. On the next screen, move data from the left side, "Available Columns," to the right side's "Report Columns" which is what you will see when you run the custom report. To change the column order, click on a data element and move it up or down. Once the report is configured the way you prefer, click "Save Report." To run a custom report, simply select the custom report from your dropdown menu on the Download Center report selection screen, then click on "Run Custom Report."

Custom reports can be shared with other users in your firm. Select the report from the dropdown list, then select "Edit Custom Report." Proceed to "Save Report" and choose "Save & Share New Report."

Helpful Tip: After downloading your report, use the filtering and sorting capabilities of your spreadsheet program to find specific data. Read more about spreadsheet filtering, sorting, and subtotaling data in [ReFresh: Excel Tools](#).

Drag and drop columns to customize Download Center output, then access customizations in "My Reports"

Category	Report Name	Intraday Update	Description / Use Case
Performance	Performance: Account History	No	Research client performance: extract mo
Performance	Performance: Account History - Entire Group	No	Research client performance: extract mo
Performance	Performance: Account History - Entire Household	No	Research client performance: extract mo returns if available.

Enter a string in the Search field to find matches in any column

## DOWNLOAD CENTER SAMPLING

Report Title	Description
<b>Accounts: Active Accounts by Group</b>	Lists all active accounts in a particular account group.
<b>Performance: Account History</b>	Monthly performance records for a given account, specifying total and net-of-fee amounts.
<b>Positions: Real Time Holdings</b>	Intraday-updated current holdings, including any open orders on the trade blotter.
<b>Assets: Cash Report Download</b>	Cash balances adjusted for any open orders and showing the cash percent of the portfolio for each account.
<b>Positions: Security Cross Reference</b>	Current asset allocations for each account, showing the accounts' concentration in a single, specified security.
<b>Orders: APL Order Upload</b>	Formats a list of approved orders for upload to APL.
<b>Reconciliation: Discrepancy Report</b>	List all accounts for which Custodian and Archer records are discrepant. Discrepancy details are shown.
<b>Transactions: Cash Contributions &amp; Withdrawals</b>	Lists all deposit and withdrawal transactions.
<b>Compliance: Portfolio Drift</b>	Report accounts holding positions that have drifted outside of the tolerances established in the portfolio model's restrictions.
<b>Performance: Composite Multi-Period Returns</b>	Composite performance for eleven periods, compared to their corresponding index returns.
<b>Orders: Generic Trade Blotter Blocks Only By Broker</b>	List all active orders with a status of approved or later from the trade blotter.
<b>Orders: Pre-Settlement Trade Match</b>	Compare downloaded custodian transactions with open orders on the blotter in pending broker dealer approval status. This matching program compares all custodian transactions that were uploaded on or after the user-selected effective date.
<b>Performance: Composite Member Change Log</b>	List member changes to all composites for the firm, and include the current portfolio profile settings for each member.
<b>Performance: Monthly Performance by Group w Outliers</b>	List the monthly performance data for each account in a given account group. This report is used to monitor month-to-date performance and to assist in the research of account performance data. The average, maximum, minimum and standard deviation return are shown for the group, and outlier explanations are provided for accounts at the maximum return, minimum return, and more or less than one standard deviation from the average return for the group.
<b>Positions: Consolidated Holdings</b>	Extract consolidated holdings across an entire account group for a given effective date.
<b>Positions: Upcoming Maturity Dates (60 Days)</b>	Displays currently held fixed income positions which will mature within the next 60 days.
<b>Transactions: Income Transactions</b>	Report all income transactions where the status is 'traded' and include both trade date and settlement date. This allows users to distinguish corporate actions that have gone ex but have not yet paid.

## A WIDE RANGE OF REPORTING OPTIONS ACROSS ARCHER

Archer offers several business insight tools in addition to the Download Center.

Archer's Dashboards illustrate key performance indicators for assets, trading, performance and drift, allowing asset managers to capitalize on emerging opportunities and quickly respond to challenges.

The Archer Manager Workstation provides an opportunity for investment managers to generate client-appropriate reports such as performance and transactions, and firmwide business oversight reports such as portfolio exposures, composite performance, and order management activity. The Archer Operations Workstation is where operations teams will discover reports to assist in reconciliation, underlying data validation, and activity monitoring. The Model Workstation provides robust reporting on model securities, model usage, and model history.

Screen-based reporting tools are often enabled with PDF and XLS output and, when used in conjunction with the Download Center and Archer Dashboards, provide complete transparency to your investment management firm's activities and results.

Access to large data sets for use in client portals, CRM and business intelligence applications are available via Archer's [additional data options](#).

The screenshot displays the Archer Manager Workstation interface. At the top, the Archer logo is followed by navigation links: "Manager Workstation" and "Dashboard Asset Under Management". Below this is a secondary navigation bar with links for "Knowledge", "Order Management", "Trading", "Client Accounting", "Invest Reporting", and "Administration".

The main content area is divided into several sections:

- Navigation Tabs:** "Integrated View", "Investment", "Performance", and "Market".
- Left Sidebar:** Contains search and filter options for "Fund", "Fund Manager", "Fund Type", "Fund Size", "Fund Category", and "Fund Status".
- Main Dashboard:**
  - Summary Table:**

Period	Net Change	MTD	YTD
Current	5%	10%	15%
4Q19	000700000	000000000	000000000
  - Chart Area:** Titled "Fund - Assets by Business Unit", it contains two blue rectangular placeholders for charts.