MORNINGSTAR Wealth

Custodial Integrator

Implementation Overview

CUSTODIAL INTEGRATOR IMPLEMENTATION OVERVIEW

This document provides an overview of the steps to implement the ByAllAccounts reconciliation-ready data delivery service known as Custodial Integrator ("CI") within your firm. The implementation consists of completing the following steps:

1. Obtain Account Access Credentials

    The ByAllAccounts data gathering service uses Advisor, Client, or Plan Administrator login credentials to access accounts through a Financial Institution's data service (web site, ftp server, data server, etc.). You must work with the Financial Institutions where your accounts are held to establish online access to those accounts and to obtain the necessary login and password information to exercise that access. The login and password for each account will reside within the ByAllAccounts repository (fully encrypted and protected). If you plan to use a Client login and password to enable the service to gather data for that Client's accounts then you must obtain authorization from your Client to do so unless you already have such an agreement in place with that client.

2. Set up Accounts

    During this step you will enter account login, password, account number, and other related information into the service to enable ByAllAccounts to gather data for your accounts.

    You will also need to establish the accounts in your Portfolio Management System if you have not previously been tracking these accounts. This work includes creating the accounts and defining securities. You should also establish positions (including initial units and cost basis) and obtain pricing data for the historical period dictated by your analysis and reporting needs.

3. Review Data

    ByAllAccounts reviews the data for your accounts and refines the data as needed for delivery to your accounting system.

4. Install and Configure CI Application

    You install the Custodial Integrator application within your intranet and configure it for your accounting system.

5. Ongoing Use and Maintenance

    You use the Custodial Integrator application on an ongoing basis to deliver data to your accounting system. You may add or remove accounts from the service according to your business needs.

The **Implementation Steps** section on the following page shows these steps in more detail including which individuals from your firm are required to complete each step and the estimated time required of those individuals during each step.

The **System Requirements for Custodial Integrator** section summarizes the hardware and software system requirements for the CI application.

Implementation Steps

The following table shows the implementation steps in time order along with the individuals from your firm who must participate. Once you have completed the first step of obtaining account access credentials, the time to complete the remaining steps varies by firm and ranges from 2 to 6 weeks.

Step	Tasks	Your Participants	Your Time Requirements
Obtain Account Access Credentials	You obtain online access credentials for accounts. If your firm plans to use client online access credentials, you must also obtain client authorization to use those credentials.	Chief Compliance Officer Client Relationship Manager and/or Data Administrator	The time requirements for credential acquisition and authorization vary by firm.
Set up Accounts	ByAllAccounts trains you to configure accounts for data gathering. You configure your accounts in ByAllAccounts and in your PMS.	Data Administrator	1 hour training 2 hours configuration for up to 200 accounts PMS account setup varies by account size and complexity.
Review Data	ByAllAccounts reviews and refines the data for your accounts according to the requirements of your accounting system.	Data Administrator	< 1 hour
Install Custodial Integrator	You identify computer(s) to host the CI installation. You install CI on a computer within your intranet.	IT administrator	1 hour preparation 1 hour installation
Configure Custodial Integrator	ByAllAccounts trains you to use CI to download and translate data for your accounting system. You configure your accounts within CI and establish Security Translations.	Data administrator	1.5 hour training 1 hour configuration for up to 200 accounts The time for Security Translations varies.
Ongoing Use and Maintenance	You configure new accounts in the service. You run CI periodically to download and translate data for your accounting system.	Data administrator	20 minutes per run (excludes researching reconciliation exceptions)

System Requirements for Custodial Integrator

This section provides a summary of the minimum hardware and software requirements for Custodial Integrator. Custodial Integrator is a Java application and requires a Microsoft SQL Server database. The Custodial Integrator application may be installed on a computer that is different from the computer that hosts the SQL Server database installation. This section summarizes the requirements for running the Custodial Integrator with the SQL 2005 Express Edition on the same computer. Please refer to the Custodial Integrator Installation Guide for additional detail on hardware and software requirements.

Component	Requirement
CPU	Intel Pentium or compatible 166-megahertz (MHz) or higher (1 GHz or higher recommended)
Disk space	Installed Files (includes pre-requisites): 525 MB CI database: 25 MB Total: 550 MB
RAM	Windows: 192 MB (512 MB recommended)
Operating System	Windows XP Professional Windows Server 2003 Windows Vista Business Windows Server 2008 Windows 7 Professional
Internet Connectivity	Minimum 56k bps
Internet Browser	Internet Explorer version 6.0 or higher for CI installation

Table 1 - System Requirements

CI also requires that you install the following third-party software.

Software	Vendor	Version
SQL Server Express Edition 2005 (or other SQL Server database)	Microsoft	SP2 or later
Java Runtime Environment (Java RTE)	Sun Microsystems	1.6.0_03 or later

Table 2 - Additional Software Requirements

SQL Server has its own software requirements, most notably the Microsoft .NET Framework 2.0 or later.

Note: Your accounting system provider may require an additional license to import data from this service into the accounting system.