

## Existing WebCONNECT User Guide

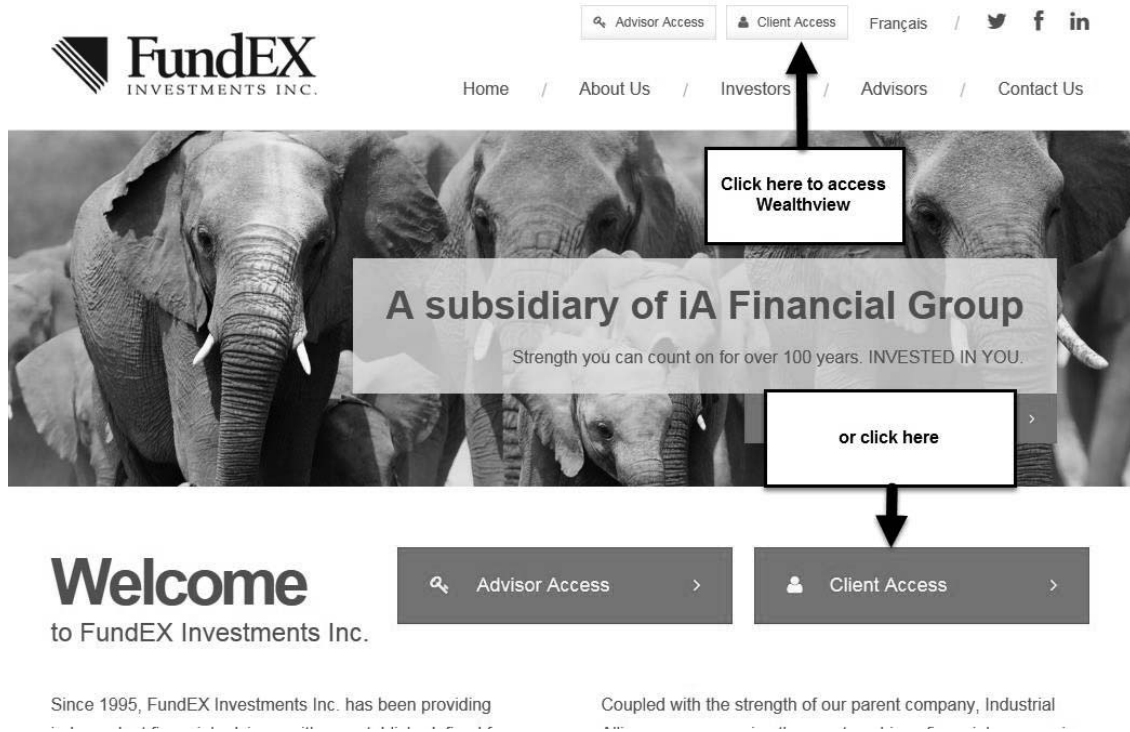


### ***Welcome to Your Client Portal***

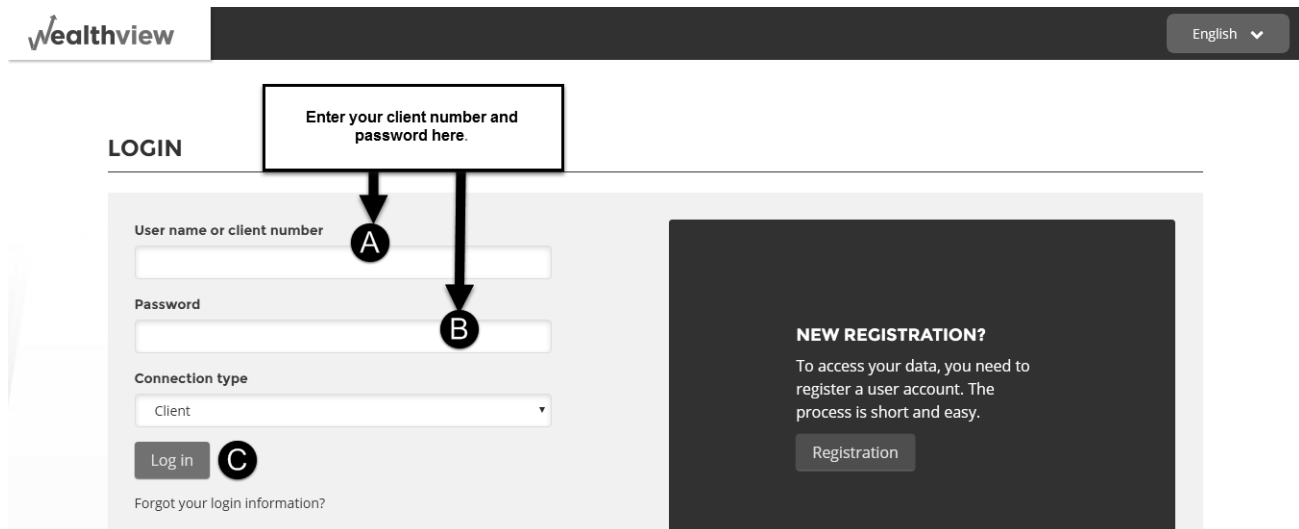
Quick, easy, user-friendly view of your complete financial information.

## How to Access FundEX Wealthview

1. From the FundEX public website (www.fundex.com), click “Client Access” or enter <https://client.fundex.com> in your browser.



2. On your *first* visit, enter your client number and password previously used in WebCONNECT and click Log in. Having issues logging in? Please refer to [Client ID, Username or Password Recovery](#).



3. Next, you will be asked to choose a username, password, and select 3 security questions for future password recovery requests.

Register: Step 2

**User account information**  
Lastly, you must provide login information and choose three secret security questions.

**Choose a user name**  
  
For future visits, you can use your new user name or your client ID number.

**Choose a password**  
  
Combination of eight varying case letters and numbers.

**Confirm password**

**Account email**

**E-delivery of statements**  
 I want to receive my statements electronically

**First secret question**  
What was the name of my first dog?

In case you forget your account user name or password, you will be able to answer two out of those three secret questions to initiate a recovery process.

**First secret answer**  
  
Secret answers are case insensitive and are encrypted before storage.

**Second secret question**  
What is my mother's maiden name?

**Second secret answer**

**Third secret question**  
What is my favorite dish?

**Third secret answer**

**Conditions of use**

**Terms of Access**  
Access to and use of the client portal ("the portal") for FundEX Financial Services Inc. ("FundEX") constitute your acceptance of and compliance with the Conditions of Use set out herein. Please take the time to review these conditions. If you do not accept them, please discontinue use of the portal.

**Intended Use**  
The portal provides you with secure online access to your account balances, your investment holdings, your transactions and your dealer account statements. FundEX does not warrant that

I accept the terms and conditions  
You must read the terms and conditions until the end before you can accept them.

**User name:** You will have the choice to use your user name or your client number on subsequent visits.

**Password and confirmation:** This *new* password must include at least *8 digits and at least one number, one upper case letter and one lower case letter*.

**Account email:** The email address provided will be used for password recovery requests and email notifications for the electronic delivery of documents sent by FundEX, if applicable.

**E-delivery of statements:** The registration box is selected by default. If you prefer to receive statements by mail, please uncheck this box. You may also revoke the e-delivery preference at any time using the *Options - Settings* menu.

**Secret questions:** Please select and answer three questions to be used for future password recovery requests.

**Conditions of use:** You must acknowledge acceptance of the conditions by selecting the *"I accept the terms and conditions"* box.

**Click Register** to complete the registration and be redirected to the home page of Wealthview.

Please keep your username and password in a secure place for future use.

Want to learn more about your client portal? Click the link below for an overview video.

[Client Portal Video](#)

## Client ID, Username or Password Recovery

### Prior to your first visit

If you have forgotten your password or have attempted too many attempts, therefore suspended, please contact your Advisor and request a password reset. The “*Forgot your login information?*” link which triggers the recovery process cannot be used because you have not completed the secret questions as yet.

### Subsequent visits – Password recovery process

If you have previously successfully completed step 3 (above) but have forgotten your password, click the “Forgot your login information?” link and enter your username or client number to initiate the password recovery process and follow the steps. A temporary password will be emailed to your email address on file.

### Forgotten login information

**Recovery procedure**  
Once your identity has been validated, this page will allow you to login and set a new password.

User name or client number

1

Cancel **Initiate recovery**

### Forgotten login information

**Recovery procedure**  
You must correctly answer two of the three questions.

What is my mother's maiden name?

What is the color of my eyes?

What is the color of my hair?

2

You must answer 2 of the 3 questions.  
The questions displayed are based on your selection during your "Registraton"

Cancel **Initiate recovery** 3