Fast•Class File

Client Data System

Volume 66: Integration with Profiles+ Professional

Before exporting data out of CDS into Profiles+[™] Professional, you will need to:

- Configure Profiles+[™] Professional
- Configure CDS
- Ensure that Investment data is entered correctly in CDS.

Configuring Profiles+[™] Professional for Integration with CDS

- Open **Windows Explorer** and locate the directory or folder where Profiles+ Professional is installed (typically C:\FPW).
- Open the **FPW** directory or folder and double-click on the **CDSNotificationServer.exe** file.

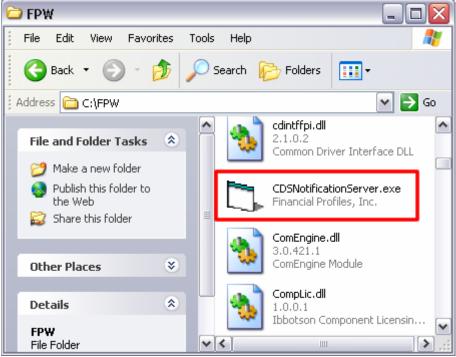


Figure 1: The CDSNotificationServer.exe file in the FPW directory.

Note: Although there will be no visible activity, Profiles+ Professional will be notified that you will be using CDS.

- Open Profiles+ Professional.
- Click **Tools** then select **Options** in the **Tools** menu. (Older versions of Profiles+ may have **Options** in the **Utilities** menu.)
- In the Options window, select the **Data Integration** tab.
- Select the Enable CDS Integration option.
- Close Profiles+ Professional.



Configuring CDS for Integration with Profiles+[™] Professional

- From the main screen in CDS, select **Database** in the menu bar then select **Utilities**.
- In the Utilities menu, select Profiles+ Interface.

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Figure 2: The Profiles+ Interface option in the Utilities menu.

• You will be prompted to close CDS. The next time CDS is opened, the Profiles+ Integration will be enabled.

Investment Data Entry in CDS

In Profiles+, assets are identified by type. The **Asset Type** field in Profiles+ has predefined options that must be used to identify each Asset.

Profiles+"Professional									
Income - Client B Expenses Taxes Withheld	Ticker Symbol: Asset Number	1 2)							
Income Tax - Client A Income Tax - Client B	Asset Type Stocks/Growth Funds	•							
Assets and Liabilities Stock Options	Account Nam Lash and Lhecking Asset Name Tax Free Bond Funds								
Liquidation Order Asset Allocation	Owner Bonds/Income Funds Stocks/Growth Funds								
Direct Income Source Life Insurance	Beneficiary Real Estate Education PI, Business	2							
Disability Long-Term Care	Beneficiary Limited Partnership								

Figure 3: The Asset Type field in Profiles+.

The **Export** field on the right hand side of the **Investment Detail** tab in CDS has been mapped to the **Asset Type** field in Profiles+.

	Summary	Detail	Transacti	ons T	All Liabilities						
AII	Basic Information										
	Contact	Ackerman, Jos	eph	Asset Class	Equity Assets 🔹						
	Portfolio			Purpose							
۳	Symbol/Name	HIGHY	American High Yield	Growth%							
	Account No	100401		Export	401(K)						
æ	TaxId	576-09-4321		Remarks							
Cash	How Held/Owne	401K	Client	🗾 🗌 Tax Deferr	ed/Qualified Acct						
	Producer	Odell,Daniel	_	. 🔲 Signature (Guarantee						

Figure 4: The Export field on the Detail tab of a CDS Investment record.

Before exporting investment data for a contact, be sure that each investment has an entry in the **Export** field that corresponds to a **Type** option in Profiles+.

To ensure consistency in data entry, type options from Profiles+ can be added to a dropdown in the **Export** field.

To add type options from Profiles+[™] Professional to the Export field drop-down:

- Left-click in the **Export** field to activate the field.
- Right-click for a **Field** menu.
- In the Field menu, select Choice.
- In the **Choice Options** window, click the **Add** button.



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Figure 5: The Choice Options window (Add Mode).

- Enter each choice (Asset Type from Profiles+) and click **Save** after each entry.
- When finished, click **Close**.

Ticker Symbo	: Asset Number 💽 2 🕨
Asset Type	Cash and Checking 📃 🚽
Account Nar	Cash and Checking
Asset Name	Savings, CDs, T-Bills 13 Tax Free Bond Funds
Owner	Bonds/Income Funds
Beneficiary	Stocks/Growth Funds Real Estate
Education P Beneficiary	Business Limited Partnership
Living Trust	Annuities Besidence
Assign to Educat	Personal Property
	Speculative Collectibles
Market Value	Other Assets
Bate of Betu	Uther Liabilities
Current Liabi	Keogh
	TSA/403(b) Traditional IBA
	Roth IRA
Liability Paid Death r	Other Retirement Plan
Death	SIMPLE IRA SEP IBA
	UTMA/UGMA
	Coverdell ESA 529 College Savings Plan
	020 College Davings Fiall

Type options from Profiles+™ Professional

Exporting Data from CDS into Profiles+™ Professional

Important: CDS contact data (including Investment, Policy, and Dependent data) must be exported to Profiles+TM Professional from within a contact record.

- Open a contact record in CDS.
- Select **Tools** in the menu bar.
- In the Tools menu, select Link to Profiles+.

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SS# 576-0	Link to Profiles+	839-38:					
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Business Name Josep	h	799-29					
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Figure 6: The Link to Profiles+ option in the Contact Tools menu.

• Profiles+ will open with the data from the selected contact (and spouse, if applicable) from CDS on display.

For more information on Profiles+[™] Professional, you can visit Financial Profiles online at <u>www.profiles.com</u>.