CDS Interface with Morningstar Principia Pro

Investment Tracking Module

Description / Overview

This interface is a new utility that allows for an export of data from the CDS database to an XML file that will be read by Morningstar's Principia Pro software. This utility is a separate executable that will be executed from within CDS. The locations for invoking the Principia Pro Export utility are as follows:

1. List of Portfolios – Tools Menu
2. Contact's Investment screen – Tools Menu

Limitations

- We will not be exporting any policy information **except** VUL's.
- We will also not be sending any position records that do not have a linked security. This will include Personal Property, Real Estate, and Notes Receivable.
- We will only be exporting one contact or portfolio record at a time.

The XML file will use the following abbreviations for security type.

Security Type:

Mutual Fund = MF
Cash/Time Deposits = MF
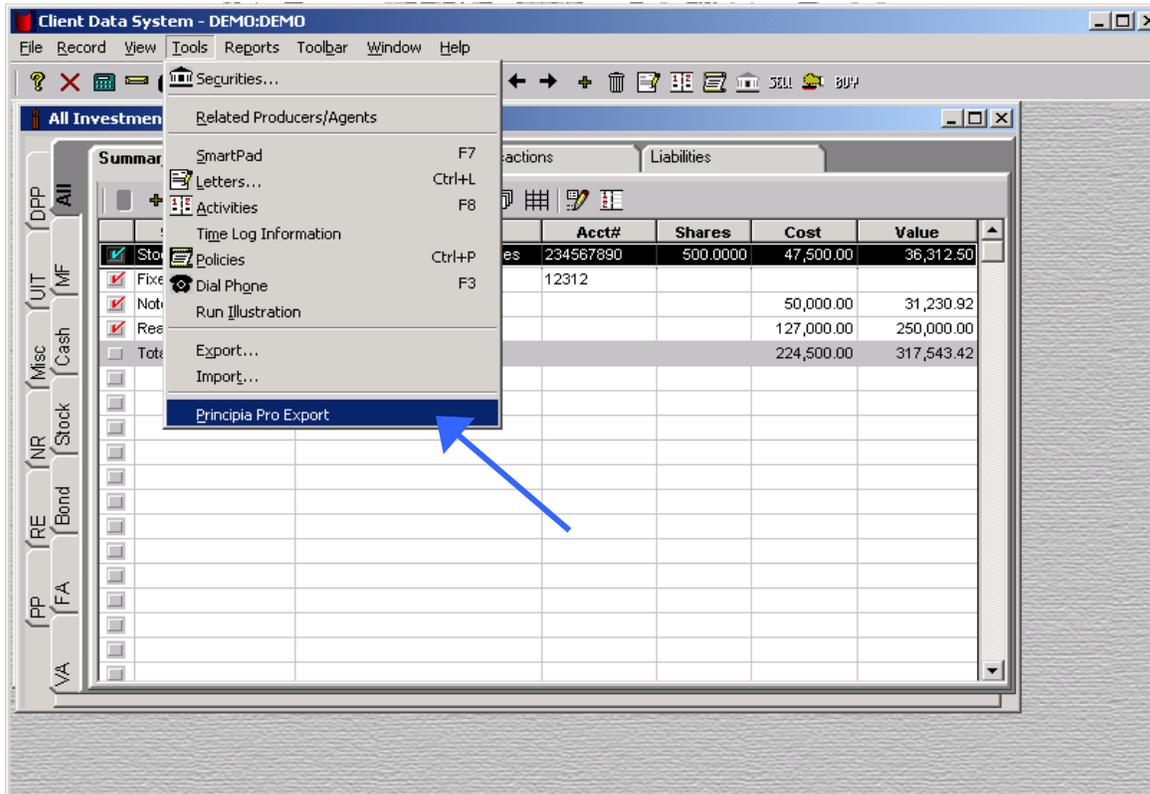Stocks = EQ
Bond = BO
Fixed Annuity = FA
Variable Annuity = VA
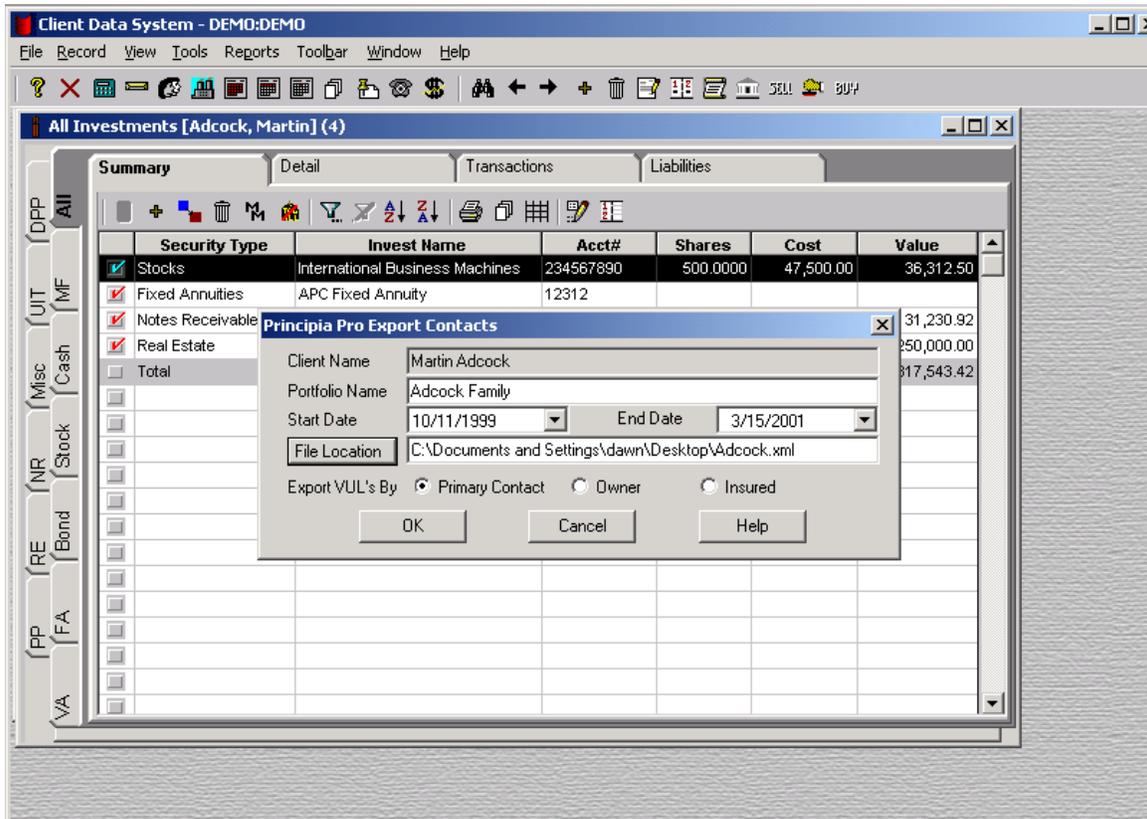Direct Participation Programs = DP
Unit Investment Trusts = UT
Variable Universal Life Sub Account = VA

How to Export Data From CDS to Morningstar's Principia Pro

1) Select a particular Contact within CDS that you would like to Export to Principia Pro.
2) Click on the Investment icon from within the contact record to bring up all of the contact's investments.
3) Either manually select particular investments to export, or "tag all" of the investments to export all of the contact's investments.
4) Click on Tools → Principia Pro Export as shown below:

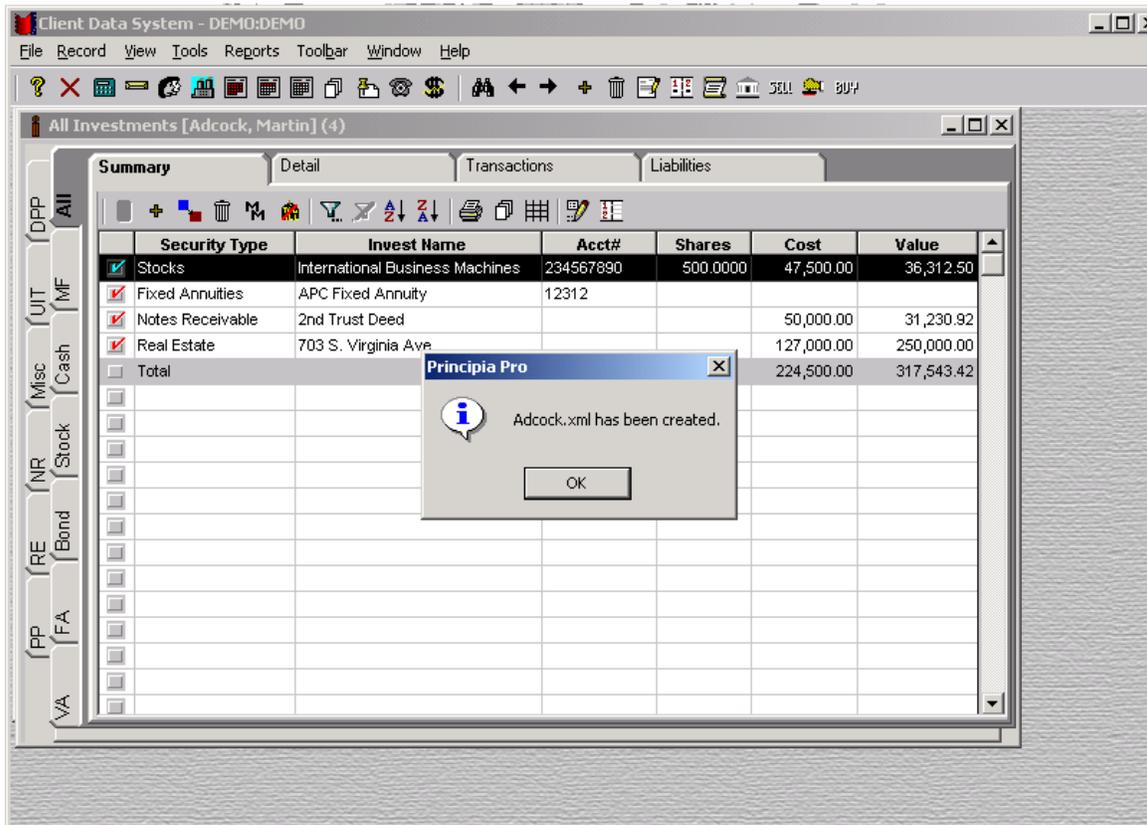After Principia Pro Export has been selected, the following Principia Pro Export Contacts window will appear.

1) The Portfolio Name field will be blank by default. You must add a Portfolio Name to populate that field. In the example above, the Portfolio Name used is "Adcock Family".
2) By default, the Start Date and End Date fields will be populated with "today's" date. You can use any date range for these fields. Typically the Start Date would be the date that the client first started his portfolio, and the End Date should be "today's" date. In the example above, the Start Date was changed to 10/11/1999.
3) Finally, File Location is asking where you want this XML file to be exported. By default, the File Location will point to the CDSWin directory on the local machine, and the file will be called "MyFile.xml". You can browse to any location on the computer to export that file to and also change the file name to something less generic.

In the example above under File Location, CDS will export the data to the Windows Desktop to a file called "Adcock.xml".

*You may want to create a directory/folder on the C: drive called "Principia Pro Export" or something referencing Principia Pro to keep better organization of all XML export files that will be exported out of CDS.

Once you are finished populating the Principia Pro Export Contacts window, the following message will appear in CDS to let you know that the contact export files have been created.
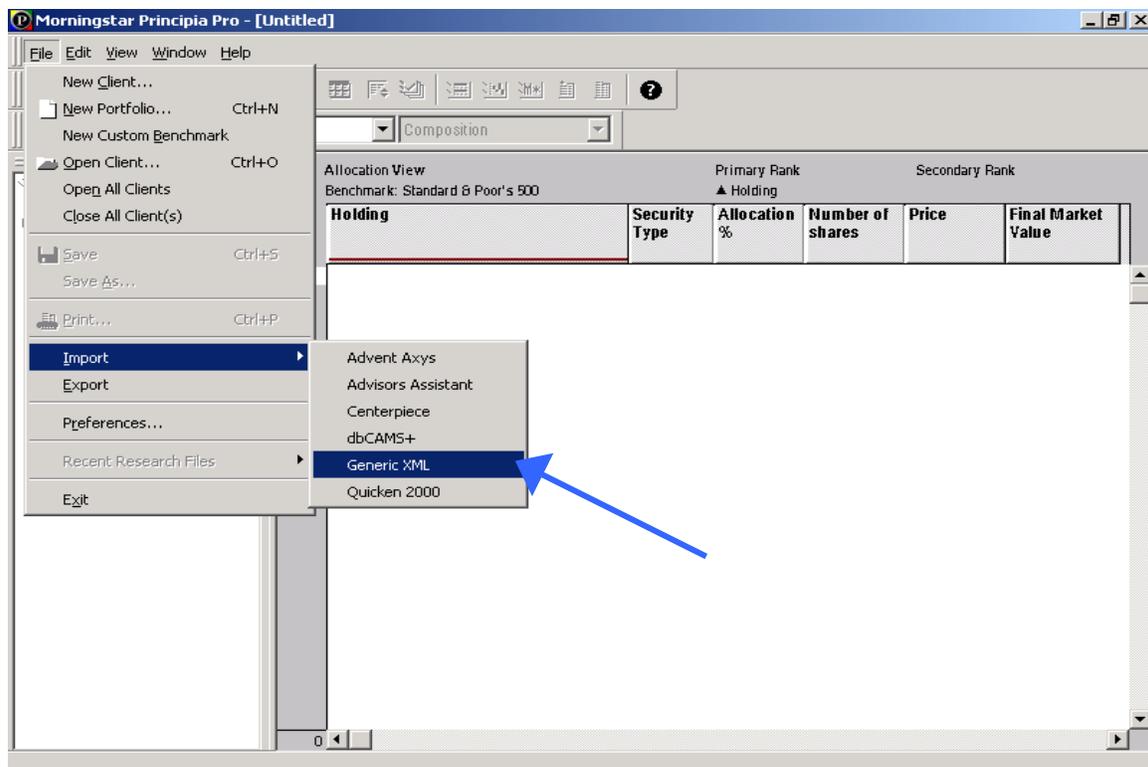
Now that the export files have been created out of CDS, open Morningstar Principia Pro.
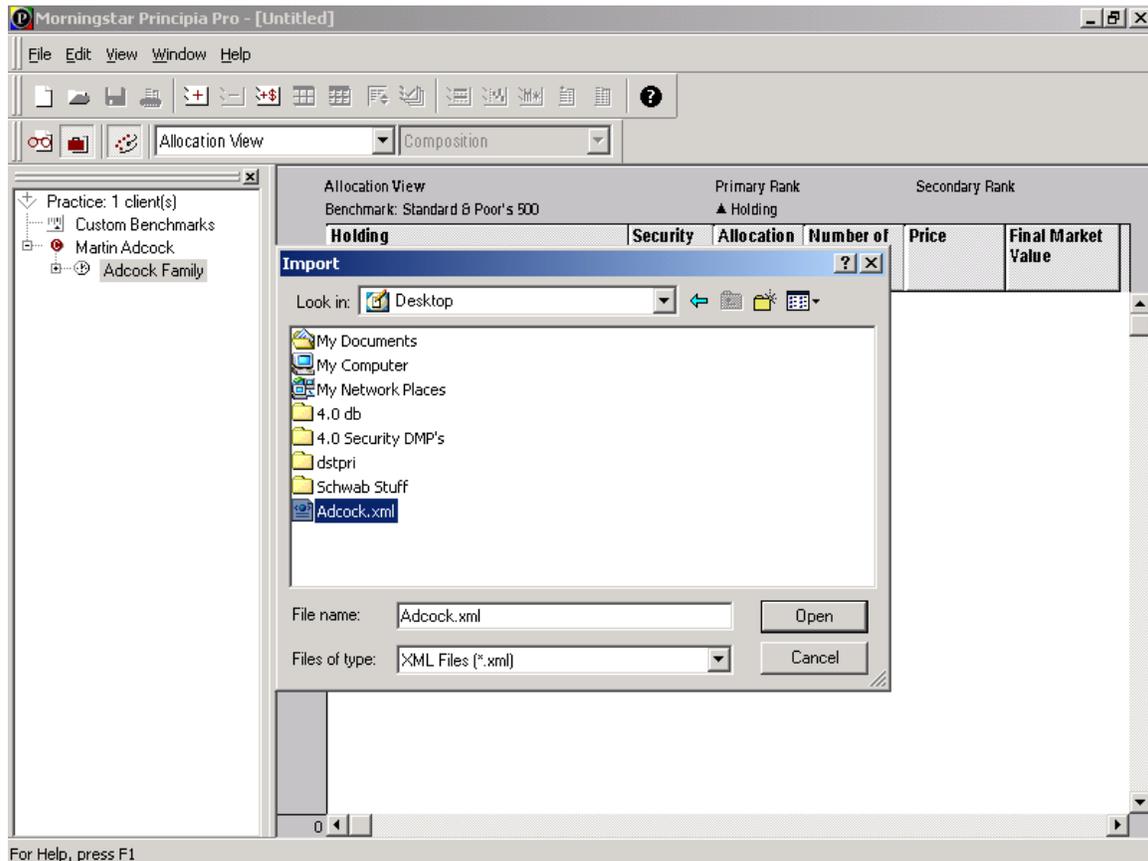
Provided that this particular client does not already have an existing portfolio in Principia Pro, you must first create/add a new portfolio for him/her before any files are imported.

To create a new portfolio, go to: File → New Portfolio. Before the new portfolio is created, you will be prompted to select either "scheduled" or "unscheduled". Go ahead and choose "unscheduled". Name the new portfolio, preferably with the same name that you used earlier in the Portfolio Name field within the Principia Pro Export Contact window in CDS (i.e., Adcock Family).

When the New Portfolio has been created, highlight it, and click on:
File → Import → Generic XML as shown below.

When you select Generic XML from the previous screen, the following window will appear asking for a location of the XML file to import.

Since we exported the Adcock.xml file to the Windows Desktop, we will look on the Desktop for the file.

Highlight the particular XML file and click Open to import the data.

Martin Adcock's CDS data export has now been imported into the new portfolio within Principia Pro.

*Note: Any securities not recognized by Principia Pro will have to be manually identified or removed to complete the import process.

Below is a sample of what the XML export looks like:

XML Sample

```xml
- <MstarPort>
  - <Client Version="1.0">
    - <ClientInfo>
        <Name>Joseph M. Ackerman</Name>
        <Address1>144 Wilshire Blvd., Suite 250</Address1>
        <Address2 />
        <City>Los Angeles</City>
        <State>CA</State>
        <Zip>90007</Zip>
        <Phone>31083938393453</Phone>
      </ClientInfo>
    - <Portfolio Version="1.0">
        <Name>jkgiutugujkgkl</Name>
        <StartDate>07/25/2000</StartDate>
        <EndDate>07/25/2000</EndDate>
      - <Holding Version="1.0">
          <Code>AEPGX</Code>
          <Name>EuroPacific Growth Fund</Name>
          <Type>MF</Type>
        - <Transaction>
            <Code>EB</Code>
            <Date>07/25/2000</Date>
            <Amount>0.000000</Amount>
            <Price>0.000000</Price>

            <NumberOfShares>100.000000</NumberOfShares>
          </Transaction>

          and on and on and on....
```