

Aviso Online

Quick reference guide

February 2024

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Aviso Online Overview

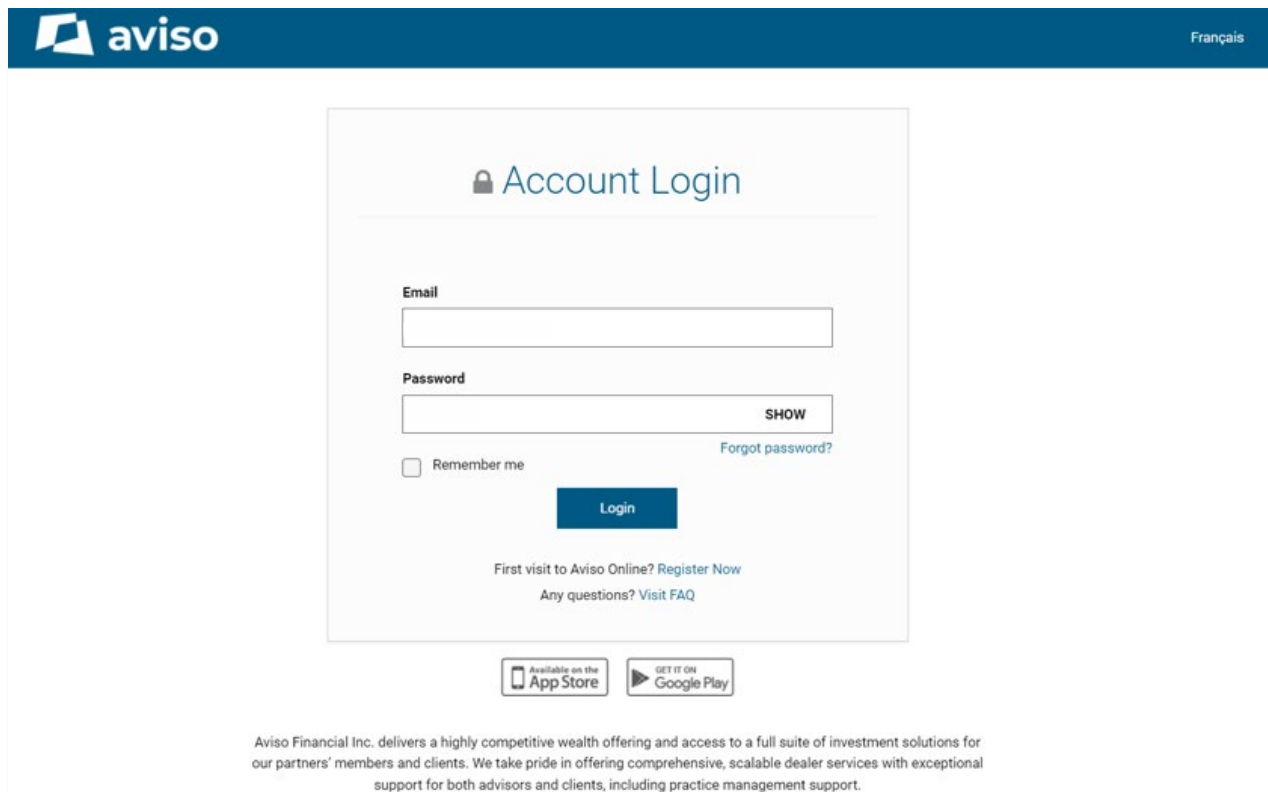
Aviso Online is the online portal that provides you with access to your Aviso Wealth account information, including holdings, transactions, and statements. This guide provides a high-level overview of the features within Aviso Online.

Account login

If it is your first-time visiting Aviso Online, there is a link for you to register.

Once registered for Aviso Online, you can log in by entering your email address and password on the Account Login screen.

The URL of the Aviso Online login page is <https://online.aviso.ca/>



Account Login

Email

Password

SHOW

Remember me

[Forgot password?](#)

Login

First visit to Aviso Online? [Register Now](#)

Any questions? [Visit FAQ](#)

Available on the App Store

GET IT ON Google Play

Aviso Financial Inc. delivers a highly competitive wealth offering and access to a full suite of investment solutions for our partners' members and clients. We take pride in offering comprehensive, scalable dealer services with exceptional support for both advisors and clients, including practice management support.

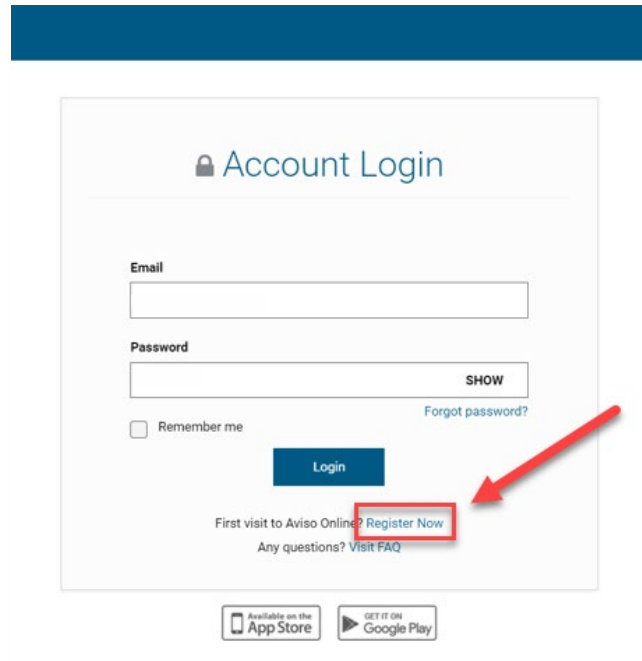
Features on the Login page:

- Language preference (stored as a cookie)
- Forgot password
- Login
- Link to register
- FAQs

Self-Registration

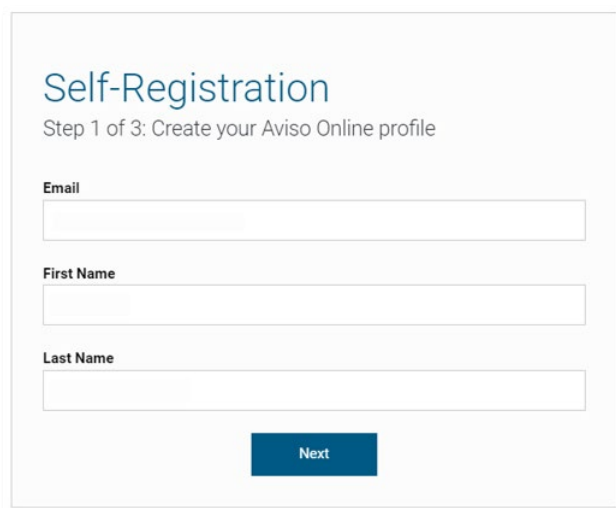
Step 1: Click on 'Register Now' to begin the self-registration process. You will need the following information to complete the registration process:

- Email
- First & Last Name
- Date of Birth
- Social Insurance Number
- Account Number
- Advisor Name



The screenshot shows the 'Account Login' page. It features a blue header bar at the top. Below the header, the text 'Account Login' is displayed with a lock icon. There are two input fields: 'Email' and 'Password'. The 'Password' field has a 'SHOW' button to its right. Below the password field, there is a checkbox labeled 'Remember me' and a link 'Forgot password?'. A blue 'Login' button is centered below these elements. At the bottom of the form area, there is a link 'First visit to Aviso Online? Register Now' which is highlighted with a red box and a red arrow pointing to it from the right. Below the 'Register Now' link is another link 'Any questions? Visit FAQ'. At the very bottom of the page, there are two app store logos: 'Available on the App Store' and 'GET IT ON Google Play'.

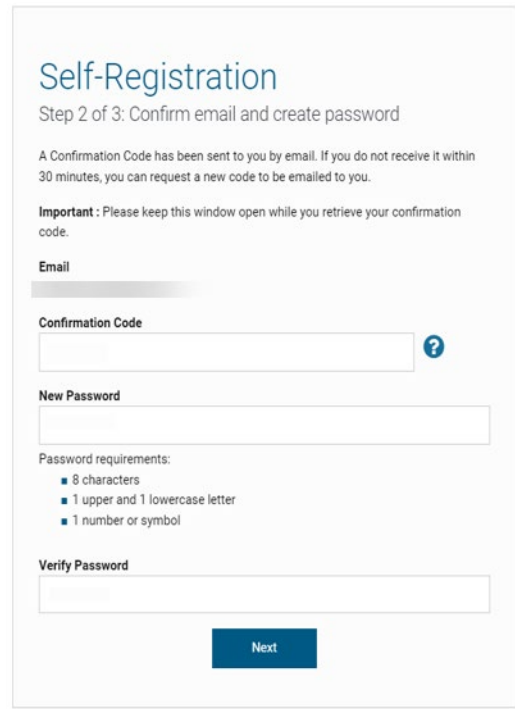
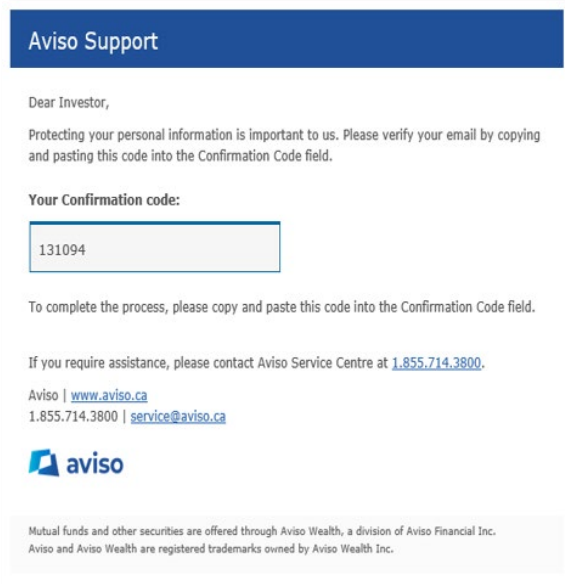
Step 2: Enter your email address, first and last name. Press "Next".



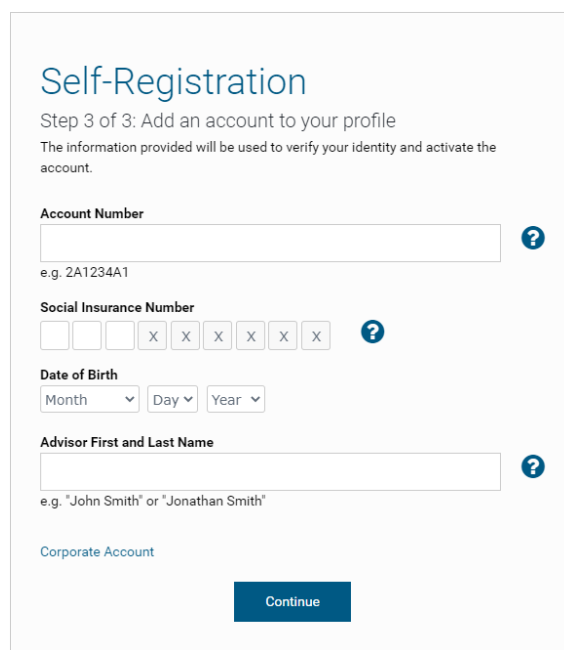
The screenshot shows the 'Self-Registration' page, 'Step 1 of 3: Create your Aviso Online profile'. The page has a light blue header with the title 'Self-Registration'. Below the title, there are three input fields: 'Email', 'First Name', and 'Last Name'. At the bottom of the form, there is a blue 'Next' button.

Step 3: You will be sent a Confirmation Code. Enter in your Confirmation Code and then create a new password following the password requirements. Click 'Next'.

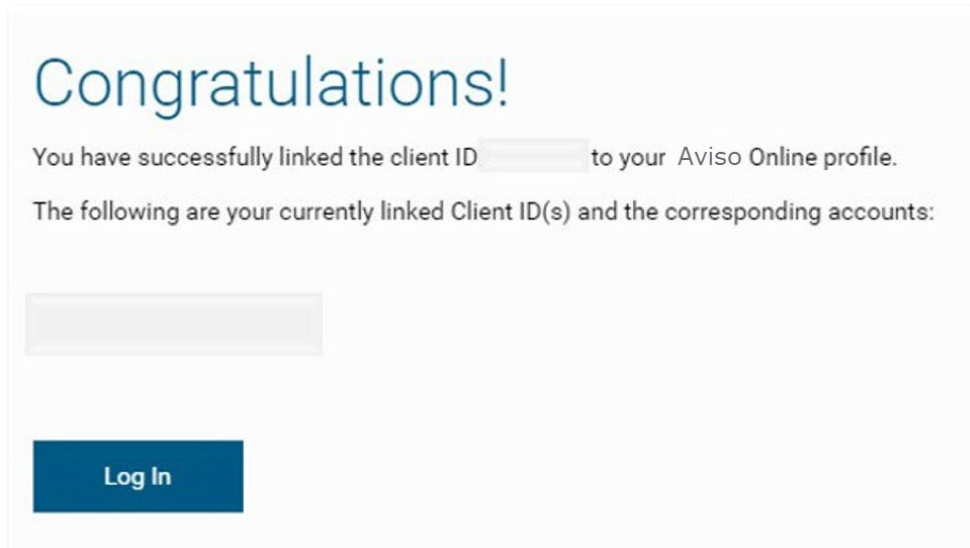
Note: Open a separate tab when retrieving your confirmation code. Navigating away from Aviso Online will cause the self-registration process to restart.



Step 4: Enter your account number (with no dashes or spaces), the missing digits of your SIN, your Date of Birth, and your Advisor's first and last name. Click 'Continue'.

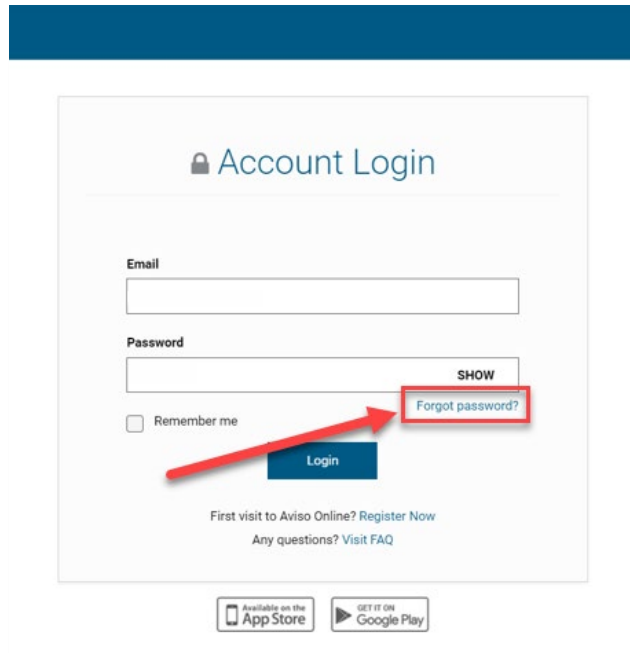


Step 5: You will see a confirmation message that your accounts have been linked to your online profile. Click 'Log in' to return to the login screen and access your accounts.



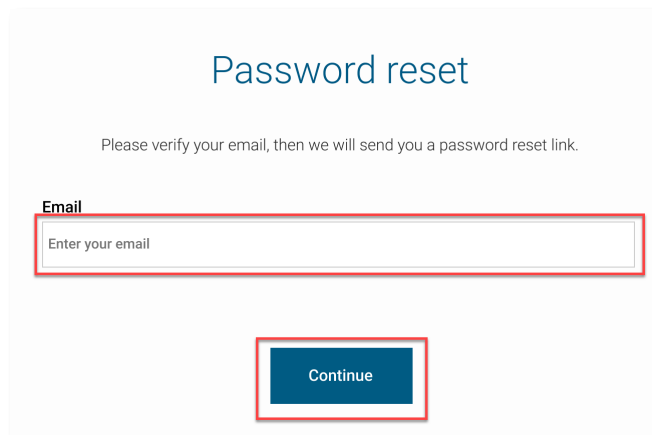
Password Reset

Step 1: Click on the “Forgot password” option on the login screen.



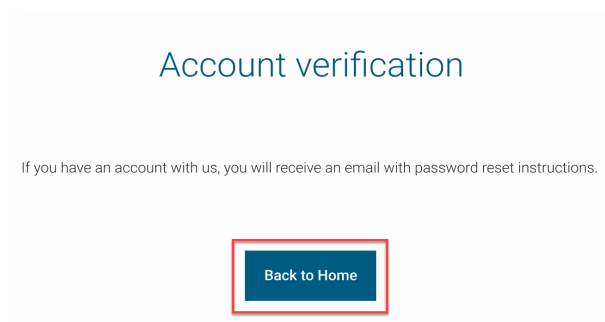
The screenshot shows the 'Account Login' page. It features a blue header bar at the top. Below it, the title 'Account Login' is centered. There are two input fields: 'Email' and 'Password'. To the right of the password field is a 'SHOW' button. Below the password field is a 'Remember me' checkbox. A red arrow points from the 'Forgot password?' link, which is highlighted with a red box, towards the 'Login' button. At the bottom, there are links for 'Register Now' and 'Visit FAQ', and two app store icons: 'Available on the App Store' and 'GET IT ON Google Play'.

Step 2: Enter your email address and press ‘Continue’.



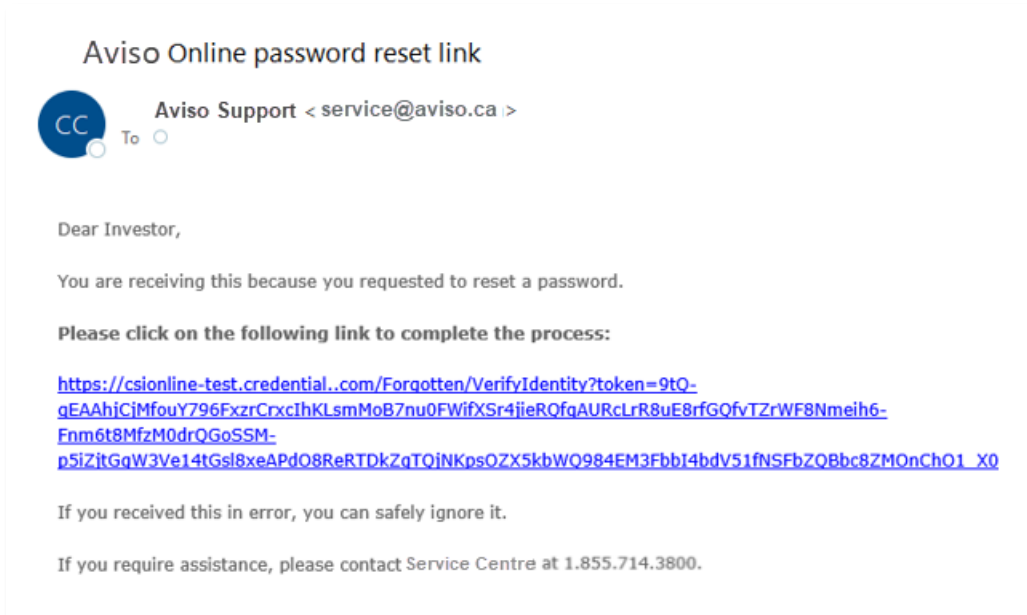
The screenshot shows the 'Password reset' page. The title 'Password reset' is centered at the top. Below it, the text 'Please verify your email, then we will send you a password reset link.' is displayed. There is an 'Email' label above a text input field containing the placeholder text 'Enter your email'. A red box highlights the input field. Below the input field is a blue 'Continue' button, also highlighted with a red box.

Step 3: On the Account Verification page, either **close browser** or click, **Back to Home**.



The screenshot shows the 'Account verification' page. The title 'Account verification' is centered at the top. Below it, the text 'If you have an account with us, you will receive an email with password reset instructions.' is displayed. At the bottom, there is a blue 'Back to Home' button, highlighted with a red box.

Step 4: A Confirmation email from service@aviso.ca will be sent to you. Click the link in the email to complete the password reset process.



Step 5: If the password being recovered is for a(n):

a. Individual Account

- i. Enter the **partial SIN** of the main account holder on the Identity Verification page
Note: The system will randomly select either the first 3, middle 3, or last 3 numbers of the SIN to be completed.
- ii. Enter the **Date of Birth** of the main account holder on the Identity Verification page
- iii. Click Continue

Identity verification

Before you can reset your password, please verify your identity by filling in the **3 missing numbers** of your 9-digit social insurance number and your date of birth.
Are you trying to log in to your [corporate account](#) instead?

Social Insurance Number

X	X	X	X	X	X			
---	---	---	---	---	---	--	--	--

Date of Birth

Month	▼	Day	▼	Year	▼
-------	---	-----	---	------	---

Continue

b. Corporate Account

- i. Enter the company name on the on the Identity Verification page
- ii. Enter the postal code on the Identity Verification page
- iii. Click Continue

Identity verification

Before you can reset your password, please verify your company name and your postal code. Your company name must be an exact match.
Are you trying to log in to your [individual account](#) instead?

Company Name

Enter your company name

Postal Code

Enter your postal code

Continue

Step 6: Change password by following the onscreen instructions

Password change

Now that you have verified your identity, you can change your password.
Your new password must meet all of the following requirements:

- At least 8 characters long
- At least 1 uppercase letter
- At least 1 lowercase letter
- At least 1 number or symbol

New Password

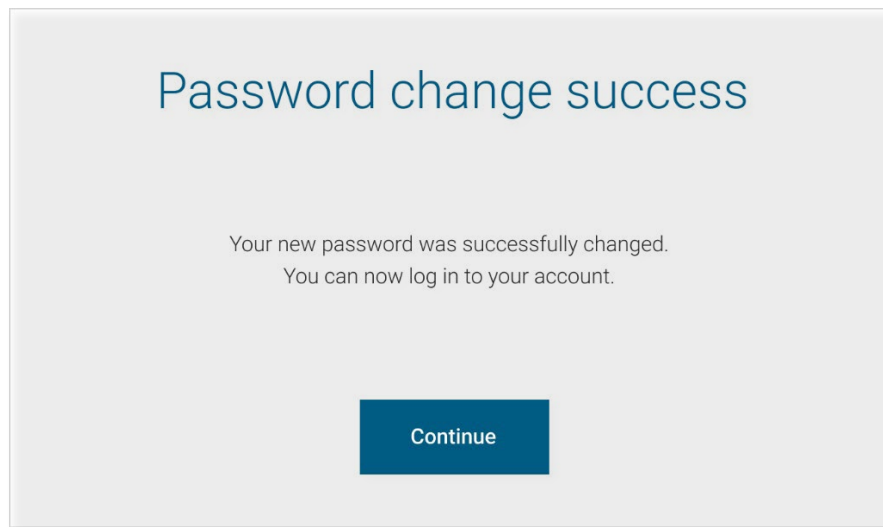
Enter your new password SHOW

Verify New Password

Re-enter your new password SHOW

Continue

Step 7: Once your password reset is complete, you will receive onscreen confirmation. Click on continue to log in to Aviso Online.



Summary

On the left side of the Summary screen there is a series of menu items which allow you to navigate through Aviso Online – the first option being ‘Summary’. The Summary screen provides an overview of your accounts.

Account	Consolidated Assets CAD	CAD Assets	USD Assets	Cash	Market Value**	Total
DA [REDACTED]	\$199,384.71	\$199,384.71	\$0.00			
SPSL		\$0.00			\$169,565.81	\$169,565.81
TFSA		\$0.00			\$29,818.90	\$29,818.90

Features on the Summary page:

- List of all your accounts
- Account type, cash balance, market value, gain/loss
- Total consolidated assets, as well as total CAD and total USD assets
- Links to holdings and history

Holdings

The Holdings screen provides a more detailed view of your investments within each account. You can select the account you would like to view in the drop-down menu near the top of the screen.


The screenshot shows the 'Holdings' page in the Aviso online portal. At the top, there's a navigation bar with the 'aviso' logo, a menu icon, and user information including 'Val P.' and 'Français'. A left-hand navigation menu contains 'Summary', 'Holdings' (selected), 'History', 'Performance', and 'eServices'. The main content area displays the account name 'CASH' with a total value of '\$224,516.47'. Below this, it shows 'Cash: \$0.00' and 'Market Value **: \$224,516.47'. There are tabs for 'Table' (selected) and 'Charts', and a download icon. The main table lists several mutual funds with their respective symbols, types, quantities, prices, market values, costs, and gains/losses. A 'Total' row summarizes the entire portfolio.

Security	Symbol	Type	Quantity	Price**	Market Value**	Cost/Share***	Book Cost	Gain/Loss*	Allocation
CIG HI INT FD CL A -FE	CIG2113	Mutual Funds	10,044.8110	10.0017	\$100,465.19	\$10.01	\$100,520.04	-\$54.85	44.75%
DYNAMIC FIN SER FD SR A -FE	DYN201	Mutual Funds	509.5000	24.2485	\$12,354.61	\$21.15	\$10,776.86	\$1,577.75	5.50%
EDG GB GWTH INC A N CL A -FE	EDG1801	Mutual Funds	2,352.9630	24.2609	\$57,085.00	\$24.46	\$57,542.89	-\$457.89	25.43%
FDLTY GLB GWTH PORT SR B -FE	FID2206	Mutual Funds	1,637.0159	19.6472	\$32,162.78	\$15.60	\$25,542.43	\$6,620.35	14.33%
FDLTY GLB INNOV CL SR B -FE	FID5973	Mutual Funds	761.8782	29.4652	\$22,448.89	\$11.97	\$9,117.06	\$13,331.83	10.00%
Total					\$224,516.47		\$203,499.28	\$21,017.19	100 %

* Unrealized
 ** Price and Market value are updated daily. Values for fixed income products do not include accrued interest. For accrued interest values, please refer to your most recent account statement.
 *** Please note that Average cost and Cost/Share are the same calculation

Last Login 25 November 2020 4:42:16 PM
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Features on the Holdings page:

- Ability to sort the table by clicking on column headers
- View holdings as a table or charts
- Export a .CSV file by clicking on the download icon  on the right-hand side of the screen.


History

The History screen displays transactions at the account level. You can select the account you would like to view in the drop-down menu near the top of the screen.

The screenshot shows the 'History' page for a TFSA account. At the top, there's a navigation bar with the 'aviso' logo and user information. Below that, a sidebar contains menu items: Summary, Holdings, History (selected), Performance, and eServices. The main content area is titled 'History' and shows the account name 'TFSA' with a balance of '\$12,441.72'. Below this, there are filters for 'Latest Transactions', 'Monthly', '1 Year', and 'Custom Filter'. A download icon is visible on the right side of the table header. The table itself has the following columns: Trade Date, Settlement Date, Activity, Description, Symbol, Quantity, Price**, and Net Amount. The data rows show various transactions including conversions, reinvested dividends, and switches between different Manulife funds. At the bottom of the table, there is a pagination control showing '1' of 20 items.

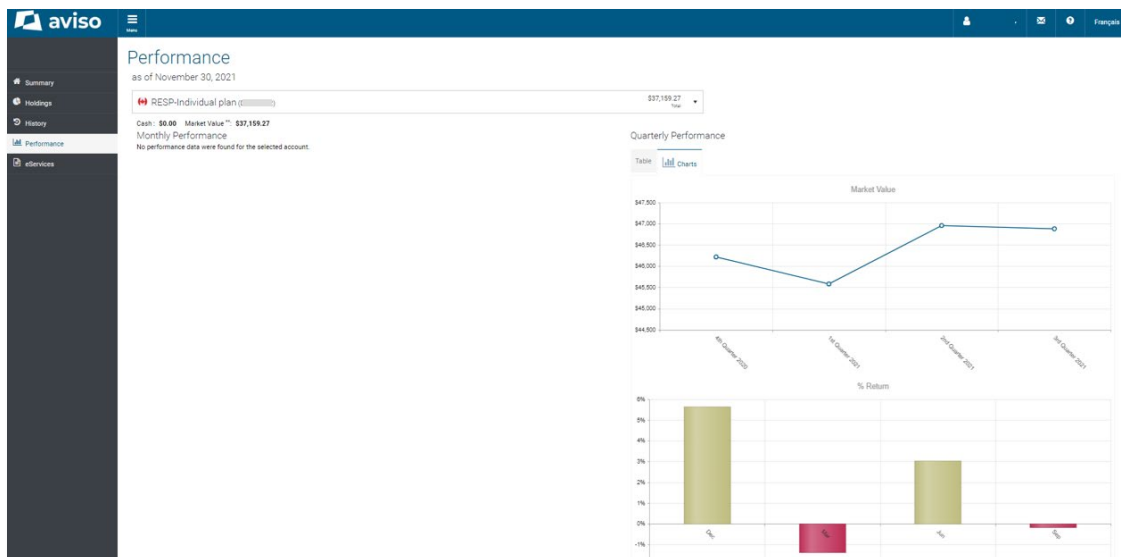
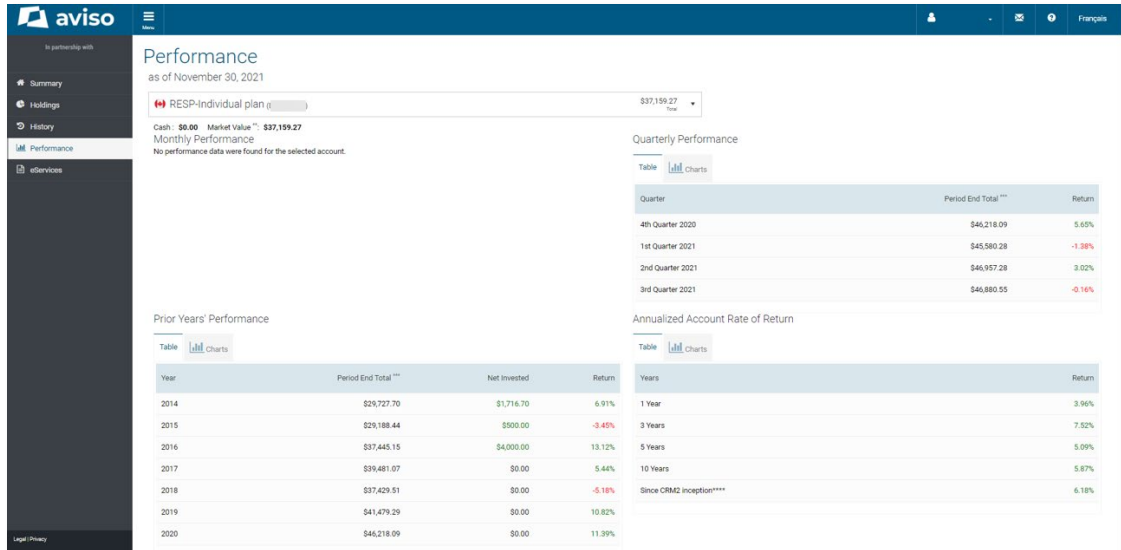
Trade Date	Settlement Date	Activity	Description	Symbol	Quantity	Price**	Net Amount
17-Aug-2020	17-Aug-2020	Conversion	MANULIFE GROWTH OPPS FD-FE CONVERSION TO BROADRIDGE		277.369	\$0.0000	\$0.00
17-Aug-2020	17-Aug-2020	Conversion	MLF CDN DIV GWTH FD-FE CONVERSION TO BROADRIDGE		116.689	\$0.0000	\$0.00
17-Aug-2020	17-Aug-2020	Conversion	MMF GRW OPPORT FD ADV SR-FE CONVERSION TO BROADRIDGE		61.526	\$0.0000	\$0.00
20-Dec-2019	20-Dec-2019	Reinvested Dividend/Interest	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF3506	3.421	\$62.1890	\$212.73
16-Oct-2019	17-Oct-2019	Switch In - Dollars	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF3506	113.268	\$61.8000	\$7,000.00
16-Oct-2019	17-Oct-2019	Switch Out - Dollars	Manulife Growth Opportunities Fund Series H	MMF1864	-684.51	\$10.2260	-\$7,000.00
25-Sep-2019	26-Sep-2019	Redemption - Total	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF3506	-452.869	\$62.5210	-\$28,313.82
28-Jun-2019	28-Jun-2019	Reinvested Dividend/Interest	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF3506	2.124	\$60.5140	\$128.53
29-Mar-2019	29-Mar-2019	Reinvested Dividend/Interest	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF3506	1.419	\$58.8970	\$83.60
02-Jan-2019	02-Jan-2019	Switch Out - Dollars	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF13406	-87.484	\$52.9710	-\$4,634.12
02-Jan-2019	02-Jan-2019	Switch In - Dollars	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF3506	87.484	\$52.9710	\$4,634.12
21-Dec-2018	21-Dec-2018	Reinvested Dividend/Interest	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF3506	0.655	\$51.5610	\$33.76
21-Dec-2018	21-Dec-2018	Reinvested Dividend/Interest	Manulife Growth Opportunities Fund Series H	MMF1864	71.76	\$8.7700	\$629.35
21-Dec-2018	21-Dec-2018	Reinvested Dividend/Interest	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF13406	0.158	\$51.5610	\$8.16
21-Dec-2018	21-Dec-2018	Reinvested Dividend/Interest	Manulife Growth Opportunities Fund Advisor Series	MMF588	4.628	\$31.8980	\$147.61
22-Dec-2017	22-Dec-2017	Reinvested Dividend/Interest	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF13406	1.479	\$57.9240	\$85.67
22-Dec-2017	22-Dec-2017	Reinvested Dividend/Interest	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF3506	6.117	\$57.9240	\$354.32
29-Sep-2017	29-Sep-2017	Reinvested Dividend/Interest	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF13406	0.313	\$56.6860	\$17.73
29-Sep-2017	29-Sep-2017	Reinvested Dividend/Interest	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF3506	1.294	\$56.6860	\$73.35
30-Jun-2017	30-Jun-2017	Reinvested Dividend/Interest	Manulife Canadian Dividend Growth Fund Advisor Ser	MMF3506	0.785	\$56.7740	\$44.55

Features on the History page:

- Sort the table by clicking on column headers
- Export a .CSV file by clicking on the download icon  on the right-hand side of the screen.

Performance

On the Performance screen, you can view the performance of your accounts. You can select the account you would like to view in the drop-down menu near the top of the screen.



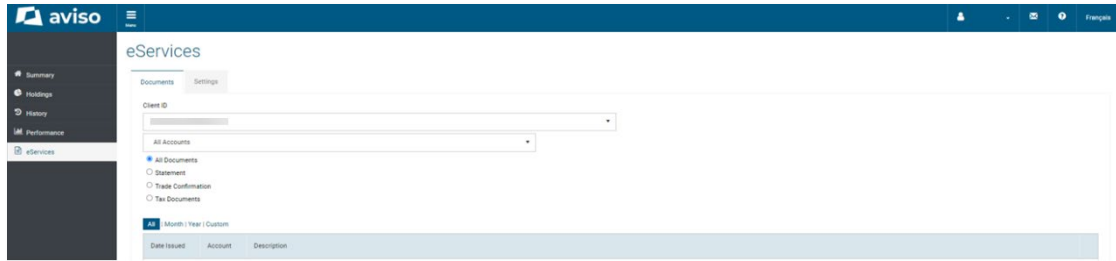
Features on the Performance page:

- Monthly, quarterly, annually, and prior years' performance tables

eServices

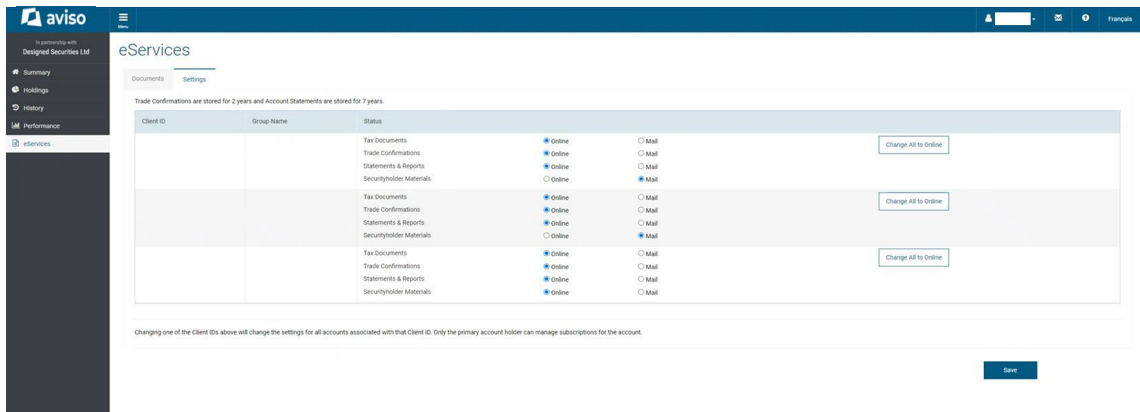
Documents

In the Documents tab, you can view and download your electronic documents such as account statements and tax slips.



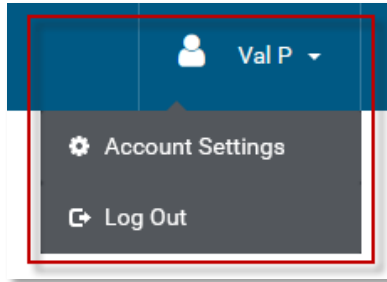
Settings

Through the Settings tab, you can update your document delivery preference.



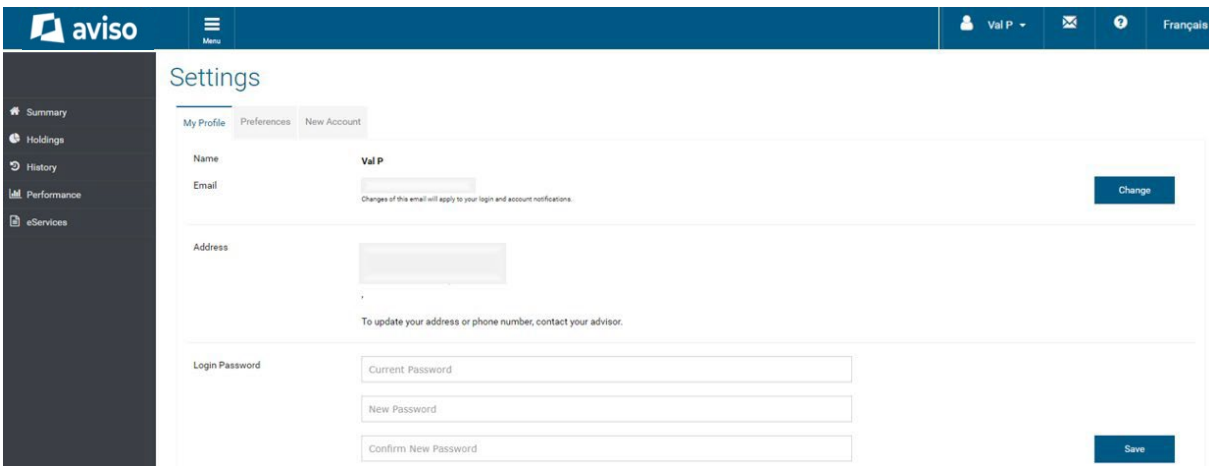
Account Settings

Through the drop-down menu near the top of the screen, you can select Account Settings to customize your Aviso Online experience.



My Profile

The My Profile tab within Settings enables you to update your email address and change your password.



Preferences

The Preferences tab allows you to choose your default account and customize your account group name(s) and session timeout.

Settings

My Profile | **Preferences** | New Account

Default Account: Select

Group Names: [Text Input] [Text Input] [Text Input]

Session Timeout: 20 min

Save

Add New Accounts

From the New Account tab, you can add subsequent Aviso Wealth accounts to your Aviso Online profile.

Add New Accounts

My Profile | Preferences | **New Account**

The information provided will be used to verify your identity and activate the account.

! If your account was opened prior to January 18, 2021, your account number has changed. Please contact the Service Centre for assistance at 1.855.714.3800 or service@aviso.ca

Account Number [Text Input] ?
e.g. 2A1234A1

Social Insurance Number
[] [] [] [X] [X] [X] [X] [X] [X]

Date of Birth
Month [] 8 Year []

Advisor First and Last Name [Text Input] ?
e.g. "John Smith" or "Jonathan Smith"

Corporate Account

Continue

Please contact the Service Centre for questions
1.855.714.3800 or service@aviso.ca

Questions

If you have any questions about Aviso Online, contact the Service Centre.

Phone: 1.855.714.3800

Email: service@aviso.ca