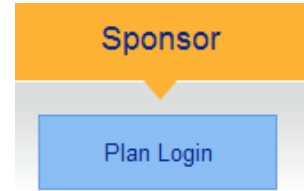




Sponsor Website Guide

- LOGIN

- Visit www.retirementplanconsultants.net
- Click the Plan Sponsor box in the center
- Click "Plan Login" in the column on the left of the webpage



- Input User ID (as provided in your welcome letter)
- Input Password (as provided in your welcome letter)

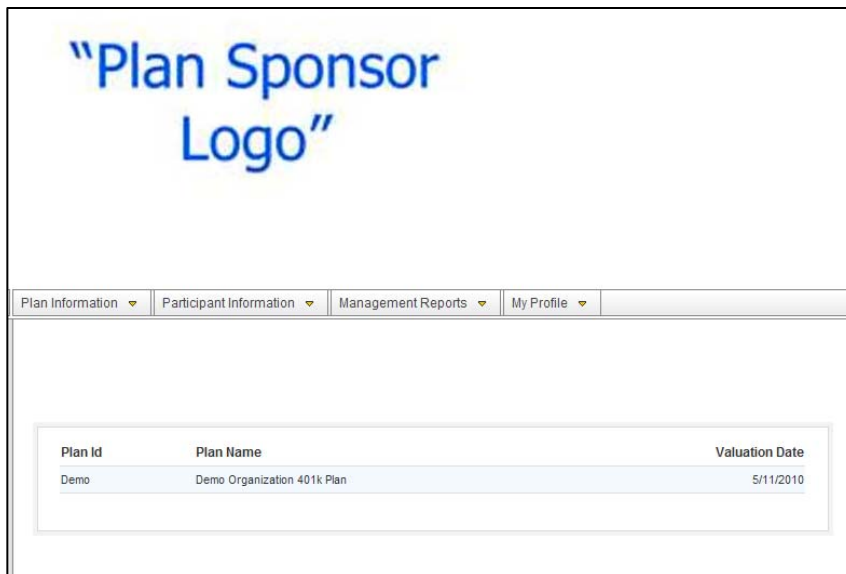
Username:	<input type="text"/>
Password:	<input type="password"/>
<input type="button" value="Log In"/>	

- Upon initial login, please go to My Profile > Password Change/Reminder, and enter and submit a new password.



- HOME

- Your Home Page will appear upon login.

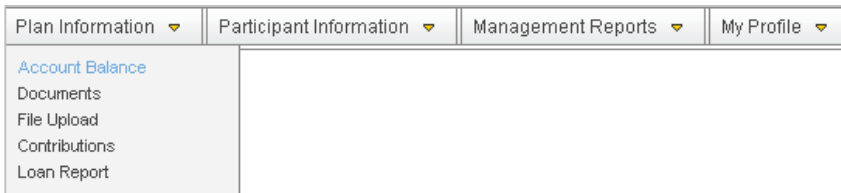




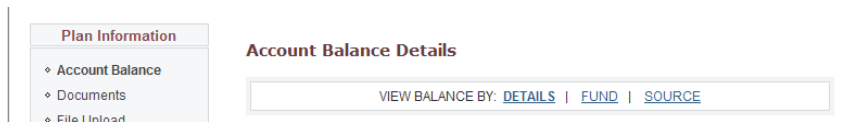
Sponsor Website Guide (con't)

- ACCOUNT BALANCE

- From the Plan Information tab, choose to view Account Balance or view Documents or Loan Reports stored in the system.

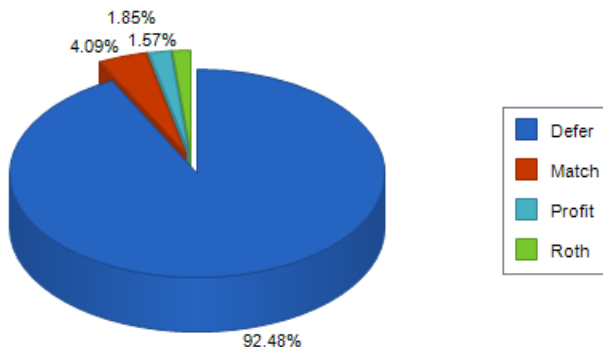
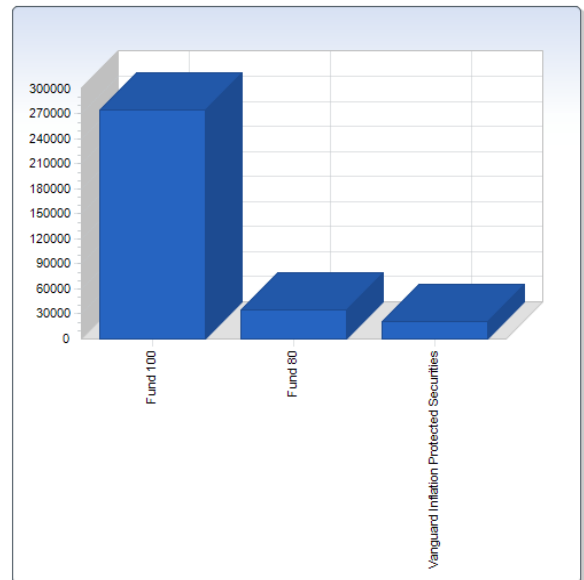


- Account Balance summaries may be viewed by choosing: DETAILS, FUND or SOURCE.



- The Account Balance by Fund report, as shown to the right, will summarize a group's asset allocation.

Fund Id	Fund	Balance	Units	Price
DFEMX	DFA Emerging Markets	\$612.00	22.768	\$26.88
DISVX	Fund 100	\$274,395.00	18377.622	\$15.44
VFITX	Fund 60	\$823.68	59.141	\$11.26
VBMFX	Fund 80	\$34,668.92	2354.954	\$10.48
VIPSX	Vanguard Inflation Protected Securities	\$21,024.46	1652.866	\$12.72
VMMXX	Vanguard Prime Money Market	\$600.00	600	\$1.00
Total:		\$332,124.06		



- The Account Balance by Source report, as shown in the pie chart to the left, summarizes the source of group funds.



Sponsor Website Guide (con't)

- PARTICIPANT INFORMATION

- From Participant Information, choose to view participant specific fund and source reports or make Census Information changes as shown in the example below by clicking on a specific participant.

Participant Information

Participant Id: 2000005 SSN: 455678912

Annual Pay: []

- MANAGEMENT REPORTS

- From the Management Reports tab, choose from a variety of balance and asset allocation summaries. The Asset Allocation by Age Group report is shown below.

Age Group	Balance
21 - 35	\$16,437.78
36 - 45	\$33,000.42
46 - 55	\$34,668.90
Over 65	\$248,016.96
Grand Total:	\$332,124.05

Management Reports

Plan Name: Demo Company 401k Plan