



We want to introduce "PORTFOLIO COMPOSITION REPORT" with various options & formats.

PORTFOLIO COMPOSITION

INTRODUCTION:

Portfolio composition is an allocation of investments in to different Assets. Asset allocation is the strategy an investor uses to distribute his or her investments among various Asset classes i.e. Equity, Debt, Liquid & Balance or Hybrid. (Major Asset class defines by M/S. SEBI).

Importance Of The Report:

As an advisor you should track the asset allocation of your clients, by periodic review of the asset allocation you can do action of Diversification (between the asset classes) reduces the overall risk in terms of the fluctuation of expected returns. Investor's goals meet easily with the correct combination of asset allocation.

You can observe clients portfolio & maintain the sector allocation in case change in valuation (Due to change in NAV) or at the time Out/Over performance of particular sector.

You can generate this report as on date. Sector wise & company wise are two sorting methods available for this report. You can generate this report by Family wise or Member wise. Portfolio Composition of Family can be obtained by selecting Family Head and pressing "Family" Button & Portfolio Composition of Member can be obtained by selecting respective Member of selected Family head and pressing "Member" Button.

Along with graphical presentation one can also get detail wise Portfolio Composition i.e. sector wise, scheme wise & portfolio details.

- ❖ This report is divided into 3 charts :
 - I. Equity - Debt Allocation
 - II. Equity Allocation - Company wise / Sector wise.
 - III. Debt Allocation - Company wise / Sector wise.

➤ **Equity – Debt Allocation:**

This chart shows how much percentage of your portfolio invested in Equity & how much percentage in Debt? At the younger age when you are willing to take the higher risk, at that time larger portion of your investment in Equity is good & at the later stage means when you have fixed income & don't want to take any kind of risk at that time larger proportion of your investment in Debt is good.

➤ **Equity Allocation – Company wise / Sector wise:**

In this chart you are able to see your Equity Allocation in company wise or sector wise. This chart shows how much percentages of total Equity is invested in each & every sector or indirect holdings in particular company through various mutual funds.

➤ **Debt Allocation – Company wise / Sector wise:**

In this chart you are able to see your Debt Allocation in company wise or sector wise. This chart shows how much percentages of total Debt is invested in each & every sector or indirect holdings in particular company through various mutual funds.

- ❖ Latest available Fact Sheet will be used to calculate Portfolio Composition i.e. lets say if you are generating Portfolio Composition report for 15 December,2008, then if Fact sheet of November(30th) -2008 is updated in your software then it will be used else it will check for previous month Fact sheet. This process will work until Fact sheet of selected scheme is obtained.

This is how chart wise report generates. Now we will see how text wise report (Detailed report) generates.

In this report you get all the details in text form. You can generate this report by Family wise or Member wise, same as chart wise report.

This report includes Details like: Client Name, Scheme Name, Sector Name, Company Name, and Current Value.

- ❖ As on Date available NAV will be used to calculate Value of Portfolio Composition i.e. lets say if you generating Portfolio Composition report for Monday, then if NAV of Monday is updated in your software then it will be used else it will check for previous day NAV. This process will work until NAV of selected scheme is obtained.

Hope above information will become useful to you to communicate more effectively with your clients. For any further queries kindly contact us we are always ready to serve our client best.