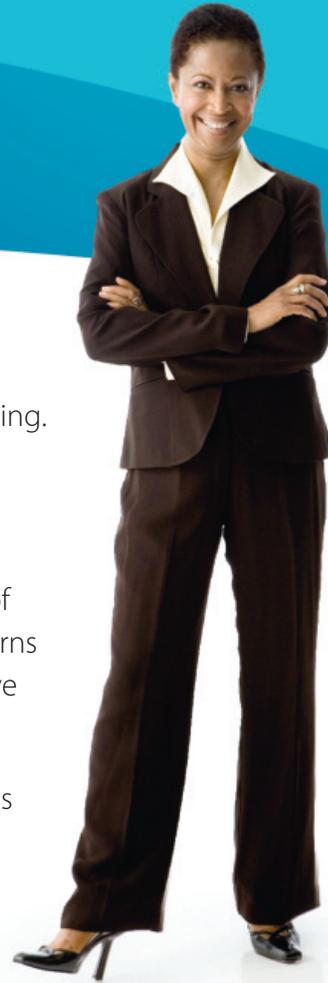


GuidancePlus!

a step-by-step guide



Dreaming about retirement is fun...

Living in retirement can be fun, too — if you've done some planning.

MasteryPOINT *GuidancePlus!* (GP) helps you with that planning — right from the comfort of your home.

You know that you rarely get something for nothing. That's true of retirement, too. Maybe you're one of the lucky few with no concerns about your retirement finances. But, if you're like most of us, you've got more than a few questions.

GuidancePlus! can provide you with some answers. The only cost is some time...and you won't have to spend a whole lot of that.

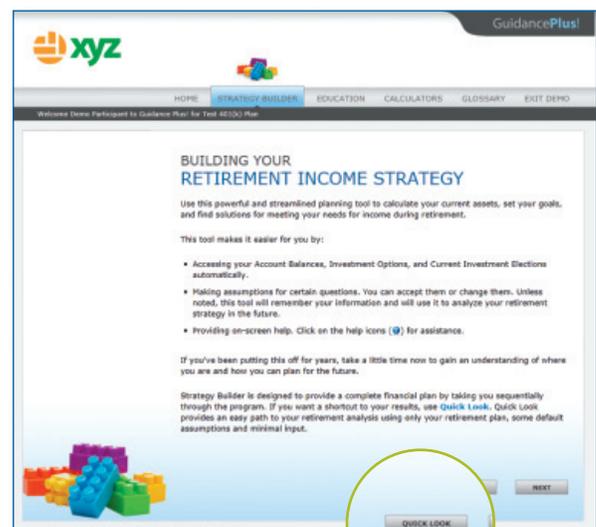
Getting Started

Step 1 Log in to MasteryPOINT GuidancePlus! (GP) using the instructions provided.

When you log in, GP secures certain information from your retirement plan account, so you don't have to enter it.

Once you've logged in, you may want to see results without providing much information. Clicking the **Quick Look icon** allows you to do that by taking you directly to your Action Plan in Step 7. The plus side of Quick Look is that it's fast. The minus side is that it relies on many assumptions that may or may not be correct.

If you'd rather have a more hands-on approach to your planning, click the "Next" button. You'll have to provide some information about yourself on subsequent screens. Having a recent paycheck handy will help.



Quick Look icon

Step 2 Provide your basic personal information.

We use your age and current salary to project the income you'll need at retirement and how much you may be able to save between now and then.

The screenshot shows the 'PERSONAL INFORMATION' page. On the left, a sidebar lists navigation options: Personal Information, Current Accounts, Pension & Cashflows, Goals & Assumptions, and Action Plan. The main content area is titled 'PERSONAL INFORMATION' and includes a sub-header 'PARTICIPANT' and 'SPOUSE'. Each sub-section has 'CURRENT' and 'FUTURE' tabs. The 'CURRENT' tabs are active, showing fields for Name (Demo Participant/Demo spouse), Gender (Male/Female), Birth Date (01/01/1964), and Annual Salary (\$40000/\$45000). The 'FUTURE' tabs show Planned Retirement Age (67). A 'Remove spouse information' link is at the bottom left. Navigation buttons 'BACK' and 'NEXT' are at the bottom right.

Step 3 Check your current account information.

We get your plan account balances directly from your plan recordkeeper. You can add other investments here. Use the **+ADD** button to specify additional 401(k)s, IRAs, or other savings plans for you, your spouse, or your significant other.

The screenshot shows the 'CURRENT ACCOUNTS' page. The sidebar is the same as in Step 2. The main content area is titled 'CURRENT ACCOUNTS' and includes a sub-header 'CURRENT ACCOUNTS'. Below the header is a table with columns 'Account Name', 'Balance', and 'Contribution Amount*'. The table lists 'Test 401(k) Plan' with a balance of \$23,636.20 and a contribution of \$1,200, and 'Your IRA Plan' with a balance of \$20,000.00 and a contribution of \$1,000. A 'TOTAL BALANCE' row shows \$43,636.20 and \$2,200. An 'ADD' button is at the top right. Below the table is a disclaimer: '*Amounts are estimates based on all employee and employer contributions entered for the plan. IRS contribution limits are applied when estimating projected plan balances, but may not be represented in the values on this screen.' Navigation buttons 'BACK' and 'NEXT' are at the bottom right.

Step 4 Add any pensions or known income/ expense items.

If you or your spouse/significant other expect to receive a pension benefit, add it here. Other major cashflow items expected in retirement, such as college tuition payments, balloon mortgage payments, or an inheritance, can also be entered here. Entries can be one-time events or annual cashflows.

The screenshot shows the 'PENSION & CASHFLOWS' page. The sidebar is the same as in Step 2. The main content area is titled 'PENSION & CASHFLOWS' and includes a sub-header 'PENSION & CASHFLOWS'. Below the header are two tables. The first table is 'PENSIONS' with columns 'Description', 'Person', 'Age', and 'Annual Amount'. It shows a 'New Pension' entry with Person 'Participant', Age '55', and Annual Amount '\$14000'. The second table is 'RETIREMENT CASHFLOWS' with columns 'Description', 'Type', 'Annual Amount', 'Start Year', and 'End Year'. It shows a 'College Tuition' entry with Type 'Expense', Annual Amount '\$75000', Start Year '2024', and End Year '2027'. Both tables have 'ADD' and 'DELETE' buttons. Navigation buttons 'BACK' and 'NEXT' are at the bottom right.

Step 5 Confirm your goals and assumptions.

The key question here is the amount of replacement income you'd like to have. "Replacement income" is the percentage of your current income you think you'll need at retirement. Advisors recommend between 70% and 85% of your current income.

Quick Look assumes 85%.

Step 6 Confirm your risk tolerance.

Quick Look assumes you're a moderate investor (i.e., a "50" on a scale of 1 to 100). You can confirm that assumption by clicking on "Risk Advisor" and answering a series of questions. Or you can leave well enough alone for the moment and come back to the Risk Advisor later.

Step 7 Review your action plan.

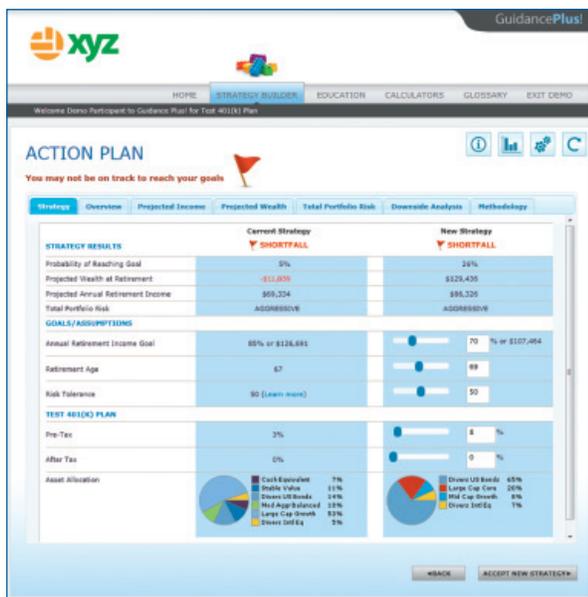
Ready for some guidance? Here it is. Whether you've gotten here via the Quick Look shortcut or taken the long way, the **Action Plan** tells you if you're likely to meet your goals — and suggests what steps you should consider if you're not. The left column shows you how close your current savings and investments can get you to your goal. The right column gives some suggestions on how you might improve your chances for success.

Action Plan

STRATEGY RESULTS	Current Strategy	New Strategy
Probability of Reaching Goal	5%	26%
Projected Wealth at Retirement	-\$11,039	\$129,436
Projected Annual Retirement Income	\$69,334	\$86,326
Total Portfolio Risk	AGGRESSIVE	AGGRESSIVE

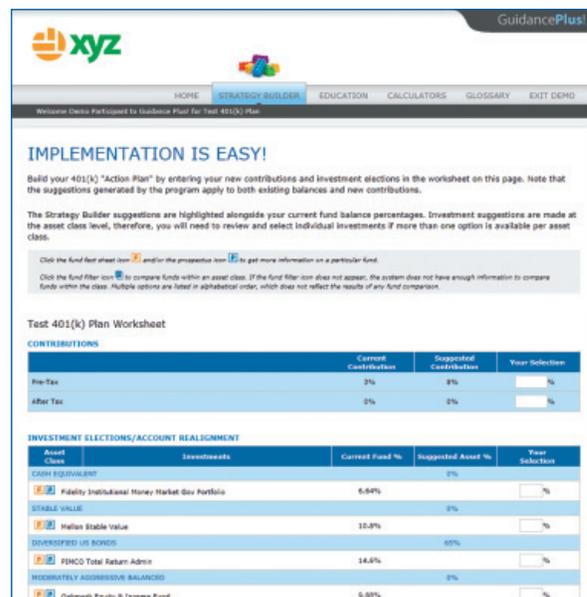
Step 8 Have some fun.

You can, or course, accept the retirement strategy as proposed. But why not have a little fun. Fine-tune your strategy and see immediate results. Use the sliders on the right to adjust the factors that will most affect your retirement finances: your retirement income assumption, your retirement age, your risk tolerance, and your plan contributions. When you're satisfied with your results, click the chart icon to produce a summary report.



Step 9 Implement your strategy.

Based on the information you've provided, MasteryPOINT GP tells you where you should invest your retirement plan resources. Before you take this step, however, you may want to provide GP with additional information. (Remember that Quick Look is intended to provide a quick overview of your situation. If you want a more in-depth analysis, take the time to walk through GP from the beginning.)



Education — MasteryPOINT GP includes a wealth of information on investing and retirement planning. If you need additional info, select the “Education” option on the toolbar and scroll down to the subject you’re interested in. We suggest, however, that you start at the beginning and get the full picture. Estimated time: 15 minutes.

Sophisticated Planning — If you used Quick Look, you skipped most of the steps shown here. If you want to add information about a spouse or significant other, add additional portfolios, or include pensions and cashflow information, you can go back and add those to your strategy. MasteryPOINT GP can provide a comprehensive retirement analysis, a simple plan-only projection, or anything in between. You only need to enter the information that works for you.

Other Features — Include additional portfolios in your planning; factor in extraordinary income and expense items; include your spouse’s or significant other’s resources and you’ll achieve more complete results.

Additional Tools — MasteryPOINT GP offers a number of valuable tools to assist in your financial and retirement planning. Check the impact of your plan loans with the plan loan calculator. Weigh your distribution options with the distribution planner. Determine the impact of saving for your children’s college educations. These tools — and more — are available under the “Calculator” option.