1. From the Newport Group participant website choose "Manage"

	🚹 Dashboard	Close Participant M	lanage	Loans & Withdrawals	Forms & Reports	Tools	eStatements	Plan Selection $ \lor $
	My Dashb	oard						- Print
2.	Click on "Ma	anage Investme	ents"					

Manage Loans & Withdrawals	Forms &
Manage Investments	
Transaction History	
Requests History	
Rate of Return	
Investment Information	

3. Click in Change Elections "GET STARTED"



4. Input your "New Election" percentage and click on the "NEXT"

Investment	Fund ID	Current Allocation %	New Election %
Investment Portfolios			
> 01-MOST AGGRESSIVE IFA INDEX 100		0%	0 %
> 02- HIGHLY AGGRESSIVE IFA INDEX 90		0%	0 %
> 03- AGGRESSIVE IFA INDEX 80		0%	0 %
> 04- MODERATELY AGGRESSIVE IFA INDEX 70		0%	0 %
> 05- SLIGHTLY AGGRESSIVE IFA INDEX 60		0%	0 %
> 06- MODERATE IFA INDEX 50		100%	0 %
> 07- SLIGHTLY CONSERVATIVE IFA INDEX 40		0%	0 %
> 08- MODERATELY CONSERVATIVE IFA INDEX 30		0%	0 %
> 09- CONSERVATIVE IFA INDEX 20		0%	0 %
> 10- HIGHLY CONSERVATIVE IFA INDEX 10		0%	0 %
> DEFAULT PORTFOLIO 45		0%	0 %

Single Investment			
DFA EMERGING MARKETS	DFEMX	0%	0 %
DFA EMERGING MARKETS SMALL CAP	DEMSX	0%	0 %
DFA EMERGING MARKETS VALUE	DFEVX	0%	0 %
DFA FIVE YEAR GLOBAL FIXED-INCOME	DFGBX	0%	0 %
DFA GLOBAL REAL ESTATE SECURITIES PTF	DFGEX	0%	0 %
DFA INTERNATIONAL SMALL CAP VALUE	DISVX	0%	0 %
DFA INTERNATIONAL SMALL COMPANY	DFISX	0%	0 %
DFA INTERNATIONAL VALUE	DFIVX	0%	0 %
DFA ONE-YEAR FIXED INCOME	DFIHX	0%	0 %
DFA SHORT TERM GOVERNMENT PORTFOLIO	DFFGX	0%	0 %
DFA TWO-YEAR GLOBAL FIXED-INCOME	DFGFX	0%	0 %
DFA U.S. LARGE CAP VALUE	DFLVX	0%	0 %
DFA U.S. MICRO CAP	DFSCX	0%	0 %
DFA U.S. SMALL CAP VALUE	DFSVX	0%	0 %
DFA US LARGE COMPANY PORTFOLIO	DFUSX	0%	0 %
FIDELITY RETIREMENT MONEY MARKET	FRTXX	0%	0 %
TOTAL		100%	0%
CANCEL	-		

5. Next click on "Yes" to rebalance your plan to conform with the new election percentages then click "NEXT" Transferable Balances

Would you like to rebalance your transferable balances in your plan to conform with the percentages you entered for your investment elections?	
No Yes	
CANCEL	BACK

## 6. Next click "Mark all as Read" the click "NEXT"

Funds	Mark all as Read
05- SLIGHTLY AGGRESSIVE IFA INDEX 60	
DFA EMERGING MARKETS SMALL CAP	Mark as Read
DFA EMERGING MARKETS	Mark as Read
DFA EMERGING MARKETS VALUE	Mark as Read
DFA SHORT TERM GOVERNMENT PORTFOLIO	Mark as Read
DFA FIVE YEAR GLOBAL FIXED-INCOME	Mark as Read
DFA GLOBAL REAL ESTATE SECURITIES PTF	Mark as Read
DFA TWO-YEAR GLOBAL FIXED-INCOME	Mark as Read
DFA ONE-YEAR FIXED INCOME	Mark as Read
DFA INTERNATIONAL SMALL COMPANY	Mark as Read
DFA INTERNATIONAL VALUE	Mark as Read
DFA U.S. LARGE CAP VALUE	Mark as Read
DFA U.S. MICRO CAP	Mark as Read
DFA U.S. SMALL CAP VALUE	Mark as Read
DFA US LARGE COMPANY PORTFOLIO	Mark as Read
DFA INTERNATIONAL SMALL CAP VALUE	Mark as Read
DFA INTERNATIONAL SMALL CAP VALUE	Mark as Read
CANICE	
LANCEL	BACK

7. Last review and click "SUBMIT"