

This DEMO was created on 7-27-94, Fund List updated as of 5-5-95, Trial includes all the latest features of MONOCLE, which are not available in this DEMO.

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<u>The TRIAL includes a 250+ page softbound manual on and off-line, covering all the features of</u> <u>MONOCLE.</u>

Only chapters 3 and 4 are included to give you a feel for the program. Complete product includes a 21 chapter manual on-line.

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CHAPTER 3

Chapter 3. Fundamentals

Do Not Skip This Section

3.1 Starting Out

When you begin Monocle, the following screen will be displayed.

Note: If the Autoload feature was previously selected from the fund groups dialog box, a fund group will be loaded on startup and a mutual fund's price history will be displayed.

There are three icon bars which simplify access to the most commonly used features of Monocle:

- 1. **Tool Bar** Provides access to the primary functionality of the program including the various statistics, indicators, and windowing commands.
- 2. **Draw Bar** Provides access to the various drawing commands including Trendlines and Fibonacci Arcs.
- 3. **Status Bar** Displays helpful information in its different windows and allows for selection of the Current Fund.

Note: If there are no fund groups open, there are only four options available: **Fund Groups, Downloader, Help,** *Exit*.

3.2 Tool Bar

The *Tool Bar* provides push button access to the major functionality of Monocle. It is located near the top of the program window and can be toggled On or Off from the Windows menu.

The Tool Bar is composed of the following items in the order of their appearance from left to right.

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- 1. **Fund Groups Icon**: Allows you to open, add, delete, and edit a fund group.
- 2. **Indicators Icon**: Allows you to select and edit indicators for the active fund group.
- 3. **Statistic Groups Icon**: Allows you to open, add, delete, and edit a statistic group.
- 4. **Fund Portfolios Icon**: Allows you to open, add, delete, and edit a fund portfolio for the active fund group.
- 5. **Load Individual Fund Icon**: Allows you to display any fund from the Monocle database.
- 6. **Fund Description Icon**: Displays a brief description of the Current Fund.
- 7. **Latest Pricing Icon**: Displays the most current day's pricing for the funds in the active fund group.



8. **Trading System Icon** - Allows you to view, add, delete and edit trading systems. The Monocle Trading System is a system add-on. Please contact Manhattan Analytics for additional information.

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- 9. **Tile Fund Groups Icon**: Tiles the fund group windows to fill the available area of Monocle.
- 10. **Cascade Fund Groups Icon**: Cascades the fund group windows within the available area of Monocle.
- 11. **Tile Child Windows Icon**: Tiles the child windows to fill the active fund group window.
- 12. **Stack Child Windows Icon**: Stacks the child windows vertically to fill the active fund group window.
- 13. **Cascade Child Windows Icon**: Cascades the child windows within the active fund group window.



- 14. **Align Dates Icon**: Sets the period displayed for all indicator windows within a fund group window to the period of the active indicator window.
- 15. **Zoom In Icon**: Allows you to zoom-in on a specific period within the active indicator window.
- 16. **Zoom Out Last Icon**: Allows you to zoom back to the previous period if one was defined, otherwise the entire loaded history will be displayed.



- 17. **Print Icon**: Enables you to print any window of the active fund group.
- 18. **Monocle Downloader Icon**: Starts the Monocle Downloader where you can update your database and transmit messages to and from Manhattan Analytics.
- 19. Help Icon: Opens the on-line Help file.

3.3 Draw Bar

The *Draw Bar* provides push button access to the drawing functions of Monocle. It is located on the left edge of the program window and can be toggled On or Off from the Windows menu.

The Draw Bar is composed of the following commands in the order of their appearance from top to bottom.



Note: *The text icon is not displayed on monitors with a resolution less than 800 x 600.*

3.4 Status Bar

The *Status Bar* displays information to assist you in the use of Monocle. It is located on the bottom of the program window and can be toggled On or Off from the Windows menu.

The Status Bar is composed of the following items in the order of their appearance from left to right.

- 1. **Icon Information Window** Displays the name of the icon over which the mouse is positioned. This allows you to quickly determine the function of an icon by positioning the cursor over it.
- 2. **Drawing Function Information Window** Displays the status of the selected drawing function. For example, when the Fibonacci Arc function is chosen, you are prompted to "Select First Point."
- 3. **Previous Fund Icon** Sets the Current Fund to the previous fund in the fund group.
- 4. **Select Current Fund Icon** Allows you to directly select the Current Fund from the funds in the fund group.
- 5. **Next Fund Icon** Sets the Current Fund to the next fund in the fund group.
- 6. **Symbol Window** Displays the symbol of the Current Fund.
- 7. **Fund Name Window** Displays the name of the Current Fund.

ETRONIA GOLARGO		
FIBONACCIARCS	SELECT FIRST POINT	INTERNATIONAL

3.5 Fund Groups

Monocle is designed around the concept of *fund groups*. Nearly all aspects of the program revolve around the fund group. Understanding this concept is fundamental to effectively using Monocle.

A fund group is comprised of the following:

- * **Name** The name of the fund group which is located on the fund group window title bar.
- * Set of funds The mutual funds to be analyzed.
- * **Benchmark** A fund or index against which the funds in the group are compared. The Benchmark is located following the fund group name on the fund group window title bar.
- * **Period** The length of time the funds in the group are to be loaded.

Note: A fund group must be opened before any analysis can be performed.

A fund group contains a set of funds with a defined Benchmark. The funds in the group are selected from the Monocle database. The Benchmark for the group is a fund or index against which the funds in the group are compared. For example, to analyze the funds in the group against the market, you can select a mutual fund that approximates the market to be the Benchmark, like Fidelity's US Equity, FUSEX. **Remember, for your data to have meaning, choose a suitable benchmark.**

Note: To aid in your analysis of mutual funds, Monocle also tracks many accepted market indexes, such as the S&P 500. Monocle allows you to select any fund or index in the database to serve as the Benchmark. One word of caution when using true indexes as benchmarks: investing in an index is not comparable to investing in a mutual fund.

Monocle comes with fund groups for over 150 of the most popular mutual fund families. For example, the Fidelity Investments group contains over 100 Fidelity Mutual Funds. Additionally, Monocle includes fund groups for over 20 investment objectives, such as Aggressive Growth and Income.

Note: *Multiple fund group can be open simultaneously.*

To open a fund group:

1. P

Choose **Fund Groups** from the Tool Bar or the File menu.

A dialog box will be displayed listing the available fund groups.

_	Fund Groups	
<u>F</u> ind:		ОК
Dreman	Mutual Group	Cancel
E aton V	ance	
Eclipse	Financial	
Evergre	en Funds	
Federal	ted Funds	Add
Fidelity	Selects	
Flex-Fu	nds	<u>D</u> elete
Founde	rs	Edit
Franklin	n 💌	
<u>Т</u> уре:	Fund Family 👤	Load Template
Auto	pload Fidelity Investments	<u>Save Entry</u>

- 2. Select a fund group from the list.
- 3. Click on **Ok**.

This will create a fund group window and load the funds in the group. A Price History indicator will be opened displaying the performance of the Current Fund versus the Benchmark.

The name of the fund group and the Benchmark are displayed on the title bar of the fund group window while the name and symbol of the Current Fund are displayed on the Status Bar. Once a fund group is loaded, analysis can be performed on the funds within the group.

3.6 Current Fund

The *Current Fund* is the fund upon which the various indicators (Price History, MACD, etc.) operate. When a fund group is opened, the first fund in the group becomes the *Current Fund*.

For example, assume that the Current Fund is FDCAX (Fidelity Capital Appreciation) and that the Benchmark is FMAGX (Fidelity Magellan). If the Price History chart is displayed, the two items charted are the Current Fund, FDCAX, and the Benchmark, FMAGX.



3.7 Active Indicator Window

The *active indicator window* is the window within the active fund group window that receives commands from the icon bars or the menu. Only an indicator window (Price History, Relative Strength, etc.) can be the Active Window.

The active indicator window is used by:

- * All drawing and zoom functions.
- * The **Date Align** command.
- * The statistic groups.

The active window is designated by the word "Active" attached to the window title.

Note: For an indicator window to receive inputs it must be designated as "Active" and its fund group window must also be active.

To select the active window:

* Double-click on the area of the desired indicator window.

To select the active fund group window:

* Click on the area of the desired fund group window.

Note: *When a new indicator is displayed, it automatically becomes active.*



Chapter 4. Tutorial

This chapter provides a brief tutorial on Monocle and its possible use. Remember that this tutorial is not a recommended investment strategy. It is merely intended to demonstrate the functionality of Monocle. Please review this chapter thoroughly to acquire an overview of the program.

4.1 Opening a Fund Group

To begin our analysis of mutual funds we need to open a fund group. We will illustrate how this is done by opening the Fidelity Investments group.

To open a fund group window:



Choose **Fund Groups** from the Tool Bar or File menu.

A dialog box will be displayed listing the available fund groups

Eund Groups	
Eind: Dreman Mutual Group Dreyfus Group Eaton Vance Eclipse Financial Evergreen Funds Federated Funds Fidelity Investments Fidelity Selects Flex-Funds Founders Franklin	OK Cancel <u>A</u> dd <u>D</u> elete <u>E</u> dit
Type: Fund Family 🛨	🗌 L <u>o</u> ad Template
Autoload Fidelity Investments	<u>Save Entry</u>

- Highlight *Fidelity Investments* from the list. To aid in your search, type the first few letters of "Fidelity" in the **Find** edit box.
- 3. Choose **OK**. A window for the fund group will be created.

4.2 Group Window Overview

Within the fund group window, a Price History window will be created displaying the price history of the Current Fund and that of the Benchmark. Any statistics previously selected for the Price History indicator will be displayed at the bottom of the Price History window.

Once a fund group window is opened, other windows can be created within it, such as indicator windows (Relative Strength, MACD, etc.) and statistic windows (statistic groups, Latest Pricing). These windows within the fund group window are referred to as "child windows" (i.e., children of the fund group window).

•	Price History-Active	. 🕶 🔺
FDCAX	FM A M J J A S O N D 4 FM A M J	
🚦 Benchmark	My	17.12
	I WY WY	15.84
	- month	14.56
	por man more more	13.28
and the man	·	12.00
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~		

The symbol of the Current Fund, FDCAX, will be displayed on the Status Bar while the name of the fund group, *Fidelity Investments*, and the Benchmark, U.S. Equity Index, will be displayed in the title bar of the fund group window.

To scroll amongst the funds in the Fidelity Investments group, choose **Previous Fund** or **Next Fund** from the Status Bar or the File menu.

To select a specific fund from the group:

1. Choose **Select Current Fund** from the Status Bar or the File menu.



2. Highlight the fund in the dialog box which appears.



#### 3. Choose OK.

The fund selected will become the Current Fund.

# 4.3 Selecting An Indicator

Monocle contains many powerful indicators to assist in fund selection and timing. To illustrate, we will use the Relative Strength indicator to determine whether the Current Fund, FDCAX, is outperforming the Benchmark. The Relative Strength indicator, as well as all other indicators in Monocle, can be chosen from the Charts menu or from the Indicators dialog box accessible from the Indicators icon on the Tool Bar. For this example, make sure the current fund is FDCAX.

# 4.3.1 Editing Indicator Parameters - Main

**Note**: Before selecting an indicator for the first time, it is recommended that you edit the indicator's parameters to suit your needs.

#### To edit the Relative Strength indicator:

1. Choose **Indicators** from the Tool Bar or **Edit Parameters** from the Charts menu.



A dialog box will be displayed listing the indicators available.



- 2. Select *Relative Strength* from the list.
- 3. Choose Edit.

A dialog box for the Relative Strenght indicator will be displayed where its parameter can be defined.

Relative Strength		
	Period Color	
Relative Strength		
Fast Mov Avg	50	
Slow Mov Avg	100	
Statistics		
Display Edit	OK Cancel	

From an indicator's dialog box we can select calculation periods, line colors and statistics. The Relative Strength chart displays three lines: the Relative Strength, a fast moving average of the Relative Strength, and a slow moving average of the Relative Strength.

To define the periods for the Fast Moving Average and the Slow Moving Average, enter new values in the respective Period text boxes.

As a rule, the greater the period, the greater the smoothing. Unfortunately, increasing the smoothing also increases the lag in the response time to changes in the trend. For timing indicators (indicators which generate buy/sell signals for fund timing), the greater the period, the fewer signals generated.

For the Relative Strength Indicator, set the Fast Moving Average to 50 days and set the Slow Moving Average to 200 days. Fifty days is considered by many investment professionals to approximate the medium term trend, while 200 is considered to approximate the long term trend.

**Note**: All periods are specified in market days.

## 4.3.2 Editing Indicator Parameter - Statistics

Once we have defined the periods and colors of the Relative Strength Indicator, we will choose the statistics to be displayed on the bottom of the indicator window. All indicators windows may display statistics.

#### To have statistics displayed in the Relative Strength indicator window:

- 1. Check the **Display** box from the dialog box of the indicator. This will display the selected statistics when the indicator window is opened.
- 2. Select **Edit**.

A dialog box will be displayed listing the available statistics for the Relative Strength chart. For our purposes, we want to display Alpha, Beta, R-Squared, and Standard Deviation for the Current Fund. To do so, we need to add these statistics to the **Selected Statistcs** list.

	Statistics	
Available Statistics: Alpha  Beta R-Sqrd StdDev Rel Vol Alpha/SD Treynor Sharpe Rtn Fund Rtn Bmrk Beg NAV	<u>A</u> dd-> Delete	<u>Selected Statistics:</u> Alpha R-Sqrd Beta StdDev
		JK Cancel

#### To add a statistic to the indicator window:

- 1. Highlight the desired statistic from the **Available Statistics** list.
- 2. Select Add.

#### To delete a statistic from the indicator window:

- 1. Highlight the desired statistic from the **Selected Statistics** list.
- 2. Select **Delete**.

Once we have selected the statistics to be displayed, select **OK**. This will save the statistic changes and return us to the main dialog box for the Relative Strength Indicator. Having set the smoothing periods, line colors, and statistics to be displayed, we are ready to save our changes to the indicator. To do so, select **OK**. The **Indicators** dialog box will once again be displayed.

### 4.3.3 Selecting an Indicator

Now that we have configured the Relative Strength Indicator to our desired specifications, we can display it.

#### To display the Relative Strength Indicator:

1. Highlight *Relative Strength* from the Indicator list.

- Indicators	
Price History Total Return Relative Strength Momentum MACD RSI Stochastic Moving Average Mov Avg Crossover MB Oscillator	OK Cancel Edit

2. Select **OK** 

A Relative Strength window will be created within the fund group window.

# 4.4 Timing Indicators

Monocle contains four indicators which are commonly used for mutual fund timing. They are Momentum, MACD, Moving Average Crossover, and Relative Strength Crossover. To develop an understanding of the use of timing indicators, we will examine a market timing strategy using the MACD Indicator.

#### To edit and display the MACD Indicator:



Click on the **Indicator** icon from the toolbar.

This will display a dialog box of available indicators.



- 2. Highlight MACD.
- 3. Click on **Edit.**

A dialog box will be displayed where we will set the parameters of the *MACD* and choose the statistics to be displayed.

0	MACD	
	Period	Color
MACD, Fast MA	20	
Slow Mov Avg	50	
Trigger Mov Avg	25	
Statistics Sund Switching Display Edit	OK	Cancel

- 4. Enter "20" in the **Fast Mov Avg** text box. This will allow us to capture the short term trend.
- 5. Enter "50" in the **Slow Mov Avg** text box. This will allow us to capture the medium term trend.
- Enter "25" in the Trigger Mov Avg text box.
- This will determine the trigger time period for the MACD.
  Check Fund Switching.
  - Check **Fund Switching**. This will generate statistics that reflect switching between the Current Fund and the Benchmark instead of simply trading in and out of the Current Fund.
- 8. Check Display.

This will display the selected statistics when the MACD window is opened.

#### 9. Choose Edit.

A Statistics dialog box will appear where we will select the statistics to be displayed.

-		Statistics	
	Available Days Invested Trades Profit Max Gain Max Loss Avg Trade Return Timing Return BchMrk Return Fund	Add-> Delete	Selected Return BchMrk Return Fund Return Timing
			JK Cancel

- 10. Highlight Return Benchmark from the Available Statistics list.
- 11. Select Add.

This will add the statistic to the list of those selected to be displayed in the indicator window.

- Repeat the last two commands to add the following statistics: Return 12. Fund and Return Timing.
- Select **OK** in the **Statistics** dialog box. 13. This will save the statistics chosen.
- 14. Select OK in the MACD dialog box. This will save any changes made to the parameters of the MACD.
- 15. Select **OK** in the Indicator selection dialog box. This will open the MACD window with the defined parameters.



Once the parameters have been set for an indicator, they become the new defaults for the indicator. Therefore, the next time you want to display the indicator, simply select it from the Indicators dialog box.

# 4.5 Drawing Functions

Monocle contains a wealth of drawing tools to aid in your charting analysis. To illustrate the use of the drawing functions, we will draw a trendline.

**Note**: All drawing functions are accessible as icons from the Draw Bar on the left-hand side of the program window or from the Draw menu. Drawing functions only operate on the active window.

A trendline is defined by 2 points. Rising trendlines are usually drawn between two significant lows to determine a price support level, while falling trendlines are drawn between two significant highs to determine a price resistance level. The theory behind trendlines is that a trend will continue until the trendline is violated (i.e., when the NAV crosses the trendline). When a breakout from the existing trendline occurs, a trend reversal may be imminent.

#### To draw a trendline:

1. Choose Trendline from the Draw Bar.



- 2. Click and release the mouse at a significant point in the active window where you would like to begin the line.
- 3. To end the line, click and release the mouse at another significant point. The completed trendline will be drawn at the position selected.

The other drawing functions such as Pitchforks and Fibonacci Arcs are drawn in a similar manner.

# 4.6 Fund Description

In addition to examining the price history of a fund and various indicators, Monocle allows you to review background information on the Current Fund. Monocle provides a description for every fund in the database to assist in your mutual fund investing.

#### Included in the fund description are:

- 1. Full Fund Name
- 2. Fund Family
- 3. Symbol
- 4. Address
- 5. Phone Number
- 6. Date Established
- 7. Maximum Sales Load Load requirements displayed are the maximums. Many investment companies offer lower or waive loads for larger investments. Please consult the fund's prospectus for detailed information.
- 8. Objective/Policy
- 9. Minimum Initial/Subsequent Investment Requirements The minimum investment requirements are based upon investments mailed directly to the fund company. IRA investments, money sent via wire, or other means may be subject to different requirements. Please consult the fund's prospectus for detailed information.
- 10. Distribution History
  - A. X Dividend Date
  - B. Amount of Distribution
  - C. NAV on Date of Distribution
  - D. Distribution Percentage

Please be aware that the information is updated periodically and may include some commentary as well. The information provided may change without warning. Therefore, Manhattan Analytics, Inc. recommends acquiring a current prospectus before investing in any fund.

#### To view a description of the Current Fund:

* Choose the **Fund Info** icon from the Tool Bar.



A window will be created containing information on the Current Fund.

-	F	Fund Des	cription	•	
Fidelity Contrafund					+
Symbol: FCNTX					۲
Objective: Convetb					
Objective: Glowin					
Address:					
82 Devonshire St.					
Boston MA 02109					
Phone: 800-544-88	58				
Established: 5/17/6	7				
Min Initial/Subsequ	ient Investm	nent: 2500/2	50		
Load: 3.00%					
Investment Policy:					
Invests primarily in	common s	tock and se	curities convertible into common stoc	k.	
Distribution History	:				
Date	Amount	NAV	Percent		
12/20/91	\$1.170	\$23.430	4.994%		
2/07/92	\$0.650	\$26.350	2.467%		
12/18/92	\$1.470	\$27.200	5.404%		
2/05/93	\$0.280	\$28.560	0.980%		
12/17/93	\$2.150	\$30.250	7.107%		
2/04/94	\$0.220	\$31.110	0.707%		
					+
+				+	

# 4.7 Load Individual Fund

In addition to examining the performance of the Current Fund relative to the Benchmark. FindPro allows you to directly compare one fund against another. For example, perhaps you would like to compare the performance of the Fidelity Select Computer fund, FDCPX, versus the Current Fund.

The Load Individual Fund command allows you to select any fund from the Monocle database and display it on the same chart with the Current Fund and the Benchmark. The NAV's of the funds are normalized to make it simple to compare the performance of the funds over a specified time period.

#### To view FDCPX versus the Current Fund:

<b>_</b> n=1
9407.III
<u> </u>

1.

Select Load Individual Fund from the Tool Bar or from the File menu.



The following dialog box will be displayed.

- 2. Select FDCPX from the list. To ease your search, check the **Symbol** box and type in the first few
  - letters of the fund symbol into the **Find** box above the list.
- Check the Current Fund box. This will select the Current Fund to be displayed in the window along with FDCPX.
- 4. Clear the **Benchmark** box. This will prevent the benchmark from being displayed.
- 5. Select **OK**.

A new indicator window will be created displaying FDCPX against the Current Fund.

#### To easily identify the Current Fund line and the new fund line:

* Select **Toggle Legend Window** from the Window menu. A legend will be displayed in the upper left-corner of the indicator.

- Load Indiv	vidual Fund
Symbol Find Sel.Automotive - FSAVX Sel.Biotechnology - FBIOX Sel.Broadcast Media - FBMPX Sel.Broker. & Invest FSLBX Sel.Chemicals - FSCHX Sel.Consumer Products - FSCPX Sel.Consumer Products - FSCPX Sel.Develop. Communi FSDCX Sel.Develop. Communi FSDCX Sel.Electric Utilities - FSEUX Sel.Electronics - FSELX Sel.Energy - FSENX Sel.Energy Services - FSESX Sel.Environment - FSLEX Sel.Environment - FSLEX Sel.Environment - FSLEX	<ul> <li>Individual Fund</li> <li>Individual Fund</li> <li>Current Fund</li> <li>Benchmark</li> </ul>
All	± OK Cancel

# 4.8 Statistic Groups

Monocle also gives you the ability to calculate statistics on all of the funds within the active fund group. Coupled with screening and ranking features, you can now easily determine the best performing funds based on your specific investment criteria using the numerous available statistics, including those used in Modern Portfolio Theory.

To calculate statistics for the funds in the group, a statistic group must be defined and selected.

A Statistic Group is comprised of the following:

- * **Name** The name of the Statistic group.
- * Set of statistics The statistics to be calculated
- * **Period** The length of time over which the statistics will be calculated.

Monocle comes with several pre-defined statistic groups. Like fund groups, existing statistic groups can be edited, new groups added, and old groups deleted to suit your specific needs.



## 4.8.1 Creating Statistic Groups

To illustrate the power of Monocle's statistics groups, we will create and display a new group.

To create a Statistic Group:

1. Select **Statistic Groups** from the Tool Bar or the Statistics menu.



This will open a Statistic Group dialog box.

😑 Statistic Grou	ıps
Find	OK
NEW	Cancel
Stat Group 1	
Stat Group 2	
Stat Group 3	
Stat Group 4	
Stat Group 5	Add
Stat Group 6	Delete
Stat Group 7	Delete
Stat Group 8	<b></b>
Stat Group 9	Edit

#### 2. Select Add.

This will add a new statistic group and display a dialog box where we will define the composition of the group.

	Statistics	
Name Available	NEW	Selected
Alpha Beta R-Sqrd StdDev Rel Vol Alpha/SD Treynor Sharpe Rtn Fund Rtn Bmrk Life Rtn	Add-> Delete	Alpha Beta StdDev R-Sqrd 1 Mon Rtn Rtn Fund Rtn Bmrk 6 Mon Rtn 3 Yr Rtn 5 Yr Rtn Life Rtn
Period 2 Years :	<u>+</u>	)K Cancel

- 3. Enter "Custom Group" in the Name text box. This will name the statistic group.
- 4. Highlight *Alpha* from the **Available Statistics** list.
- 5. Choose Add.
  - This will add Alpha to the Selected list of chosen statistics.
- 6. Repeat the last two commands to add the following statistics:
- Beta, StdDev, R-Squared, and 1 Month Return.
  7. Select *1 Year* from the Period list. This will define 1 Year as the period over which the statistics like *Alpha* and *Beta* are calculated.
- 8. Select **OK**. This will save the new statistic group.

#### 4.8.2 Statistics Window

Once the statistic group has been defined, select it from the list of groups and choose **OK**. The statistics will be calculated for each fund in the fund group and displayed in a statistics window.

Within the statistics window, there is a column for each statistic calculated. Scroll bars are provided to navigate through the list.

	- Custom Group (1/11/93 - 12/10/93)												
L _										_			
	Symbol		Alpha		Beta		StdDev		R-Sqrd		1 Mon Rtn		+
	CSTGX		0.000		1.550		0.065		0.748		-0.291		
	ALSCX		-0.000		1.735		0.092		0.704		-2.00		
	BEONX		0.001		1.589		0.081		0.684		-1.611		
	LOMCX		0.001		1.614		0.057		0.827		2.38		
	FCNTX		0.002		0.962		0.024		0.754		-1.520		
	FRSPX		0.000		1.311		0.045		0.758		-0.113		
	FKGRX		-0.000		0.755		0.013		0.810		-1.958		
	GABGX		0.000		1.014		0.023		0.820		-0.639		
	JHNSX		0.001		1.675		0.092		0.679		-5.32		
	JAVLX		-0.001		1.116		0.033		0.748		-0.863		
	MRQRX		0.002		1.186		0.051		0.644		-3.07		
	OPPTX		0.001		1.419		0.060		0.709		-0.715		
	PVOYX		0.000		1.574		0.060		0.792		-0.896		
	SCDUX		0.001		1.503		0.046		0.855		-2.33		
	SKSEX		0.002		0.849		0.022		0.698		1.192		
	SOPFX		0.001		0.862		0.018		0.793		-0.662		
ΙL	TWCUX		0.001		1.858		0.123		0.653		-3.18		+
Ra	Rank Scrn All +								+				

Once the statistics are calculated, the list can be ranked (Rank) or screened

(Scrn) to your specifications. This is accomplished by selecting the appropriate command in the lower left-hand corner of the statistics window.

**Note**: *The All button refreshes the window to display the complete list if any funds have been screened out with the Scrn command.* 

#### **Statistics Window - Screening**

To illustrate the use of the screening feature, we will assume that our investment strategy calls for investing in funds with a Beta of less than 1 and a 1 Month Return of greater than 2. 5 %. We will screen our list of Fidelity funds to display only those funds which meet this criteria.

#### To screen the fund group:

1. Select Scrn from the Statistics Window. A dialog box will be displayed where we will specify our screening criteria.

- So	reen Funds
Beta StdDev R-Sqrd 1 Mon Rtn	Screen: Beta Less Than (<) 1 Greater Than (>)
	Save Entry OK Cancel

- 2.
- Highlight *Beta*. Enter "1" in the **Less Than [ <** ] edit box. 3.
- Select Save Entry. 4.

This is required to save each individual entry.

- Highlight 1 Month Return. 5.
- Enter "2.5" in the **Greater Than [ >**] edit box. 6.
- 7. Select Save Entry.
- Choose **OK**. 8.

The list will be screened to display with only those funds that meet our specifications.

#### **Statistics Window - Ranking**

Monocle makes it easy to rank the funds on any statistic within the group. For example, after screening on Beta and 1 Month Return, you may want to know which of the remaining funds have the greatest 1 Month Return. Determining this is easy with the **Rank** feature available from the statistics window. Any of the columns from the statistics window can be used to rank the fund list in either ascending or descending order.

#### To rank the fund list:

- 1. Select **Rank** from the statistics window.
  - A dialog box will be displayed where we will make our selection.

-	Ran	k Funds
	Symbol Alpha Beta StdDev R-Sqrd 1 Mon Rtn	
(	Descending	O Ascending
[	ОК	Cancel

- 2. Highlight *1 Mnth Return*. This will determine the statistic on which to rank the funds.
- 3. Select **Descending**.
  - This will determine the order of ranking (Greatest to Least).
- 4. Click on **OK**.

The list will now be ranked accordingly.

With the funds sorted according to 1 Month Return, we can now easily determine the top preformers for the last month.

# 4.9 Windowing Commands

Monocle harnasses the full power of Windows by allowing you to display multiple windows simultaneously. As a result, all of the opened windows within the active fund group can be moved and sized to your specifications.

To illustrate this feature we will tile the open child windows.

To tile the child windows within the active fund group:

* Select **Tile Child Windows** from the Tool Bar or Window menu.



The child windows will be redrawn to fill the available area of the active fund group. You can use the **Previous** and **Next** fund commands to scroll amongst the funds in the active fund group. All open child windows will be updated to display the Current Fund.



To save the open child windows as a template:

* Select **Save Template** from the File Menu.

The open child windows will be saved in their current positions. You can load the template when opening a fund group by selecting **Load Template** in Fund Groups dialog box.



**Note**: *There can be only one template saved at a time.* 

# 4.10 Monocle Downloader - not included for use in demo

# If you do not subscribe to Monocle's Modem Retrieval Service, skip this section.

In this selection, we will run through the process of updating your data with the Monocle Downloader.

The Monocle Downloader makes it easy to keep your database current. Whether you call every day, once a week, or once a month, the Monocle Downloader will update your database with data for all of the days you may have missed. Furthermore, all mutual fund data is automatically adjusted for distributions, thus eliminating a common problem related to other data sources.

#### To start the Monocle Downloader:

* Select **Monocle Downloader** from the Tool Bar.

This will call the Monocle Downloader.

The Monocle Downloader is a separate program used to download the latest data from the Manhattan Analytics, Inc. main database.

-							▼ ▲
<u>F</u> ile	<u>A</u> rchive	⊻iew	<u>M</u> essages	<u>D</u> ownload	<u>H</u> elp		
	P		<i>*</i> <b>a</b>				<b>*</b> *
Read	ly					NU	M

# 4.11 Latest Pricing

**Note**: Once the mutual fund database has been updated, any open fund group windows must be closed and then reopened before the newly downloaded data will be reflected in the analysis. This is necessary to load the new data into memory.

After the Fidelity Investments group has been closed and re-opened to account for the new data, we may display the latest prices for the funds in the group.

#### To open a statistic window with the latest NAV's:

Click on the Latest Pricing icon from the Tool Bar.



A statistics window will be created listing closing statistics for the funds in the active fund group.

Latest Pricing (12/23/93)								
Symbol	Close	Last	Change	% Change				
FDCAX	16.740	16.720	0.020	0.120				
FOCPX	23.630	23.500	0.130	0.553				
FBGRX	23.870	23.620	0.250	1.058				
FCNTX	30.400	32.390	-1.990	-6.144				
FDEQX	17.890	17.870	0.020	0.112				
FDGRX	28.610	31.390	-2.780	-8.856				
FMAGX	70.070	69.360	0.710	1.024				
FDFFX	17.840	19.590	-1.750	-8.933				
FDSSX	18.500	18.410	0.090	0.489				
FTRNX	57.820	62.660	-4.840	-7.724				
FDVLX	39.770	39.520	0.250	0.633				
FFIDX	19.060	18.930	0.130	0.687				
FGRIX	22.060	21.890	0.170	0.777				
FCVSX	16.360	16.380	-0.020	-0.122				
FEQIX	33.700	33.290	0.410	1.232	•			
Rank Scrn All +								

**Note**: *Close* is the last price available from the database. Last is the previous price. Change is the difference between Close and Last, while % Change is the percent difference from Last to Close.

As with other statistic windows, the Latest Pricing window can be screened and ranked. Thus, it is easy to determine which funds are up for the day and which were the greatest percentage gainers.

## 4.12 Conclusion

The presentation of the main features of Monocle is now complete. After completing this section you should be able to navigate through Monocle. The remaining sections of the manual present expanded and in-depth analysis of each program feature. We encourage you to experiment with the program and consult the manual or the on-line Help to get the most out of Monocle. Best of luck in your mutual fund analysis!

# Monocle funds as of 5-5-95

**Reminder:** Manhattan Analytics has the ability to add additional funds to the database. Please contact Manhattan Analytics at 1-800-251-FUND(3863) to request specific funds.

List of Funds (A thru I) List of Funds (J thru Z)

30 Year TBond Intr Rate AAL Capital Growth **AARP** Capital Growth Acorn Fund Acorn International AIM Agressive Growth AIM Charter AIM Constellation AIM Growth **AIM International** AIM Utility AIM Value AIM Weingarten Alger Small Capitalization Alliance Fund Alliance Growth Alliance Ouasar Alliance Shrt Trm Multi Market Alliance Technology Alliance World Income Trust American AMCAP American Balanced American Bond Fund of Amer. American Cap Emrg Grwth A American Cap Global Eqt A American Cap Growth & Inc American Cap Harbor A American Capital Govt. Sec. American Capital World Bond American EuroPacific Growth American Fundmntal Invstrs American Grwth Fnd of Amer. American Heritage Fund American High Inc. Trust American Inc. Fund of Amer. American Invest Co.of Amer. American Mutual American New Economy American New Perspective American SmallCap World American U.S. Govt Sec. American Wash Mut Inv AMEX JAPAN INDEX

AMEX MAJOR MKT INDEX AMEX OIL & GAS INDEX AMEX S & P MIDCAP INDEX Analytic Optioned Equity ASM Fund Babson Bond Trust Port. L Babson Enterprise Babson Enterprise II Babson Growth Babson Shadow Stock Babson Stewart Ivry Intrntl Babson Value Baron Asset Fund Bartlett Cap. Basic Value Bartlett Cap. Value Inter Benham Adj. Rate Govt Sec. Benham CA Muni. Hi Yld Benham CA Tax Free Ins Benham CA Tax Free Int Trm Benham CA Tax Free L Trm Benham CA Tax Free Shrt Trm Benham Cap. Utilities Inc. Benham Capital Preservation Benham Equity Growth Fund Benham European Govt Bond Benham GNMA Income Benham Gold Equities Index Benham Income and Growth Benham L/T Treasury Benham National T/F Int. Trm Benham Natl T/F Long Term Benham Treasury Note Benham Trgt Maturities 1995 Benham Trgt Maturities 2000 Benham Trgt Maturities 2005 Benham Trgt Maturities 2010 Benham Trgt Maturities 2015 Benham Trgt Maturities 2020 Berger 100 Berger 101 Berger Small Company Bernstein Intermediate Dur Berwyn Income **BIOTECHNOLOGY INDEX** Blanchard Flexible Income Blanchard Global Growth Blanchard Shrt Trm Glbl Inc. Brandywine Brinson Global Fund Bull & Bear Gold Investors Bull & Bear Municipal Inc. Bull & Bear Spec. Eqties Bull & Bear U.S. & Overseas Bull & Bear U.S. Government Calamos Convertible California Tax Free Inc.

California U.S. Govt Sec. Calvrt Soc.Invst.Mngd Grwth CappielloRushmore Emrg Grwth CappielloRushmore Grwth CappielloRushmore Util Inc Century Shares Trust CGM Capital Development Clipper Fund Cohen & Steers Realty Shars. **Colonial Utilities** Columbia Common Stock Columbia Fixed Inc. Sec. Columbia Growth Columbia Intl Stock Columbia Municipal Bond **Columbia Special** Cornerstone Growth CrabbeHuson Equity CrabbeHuson Special Eq Delaware Trend DFA Continental Small Co DFA Japanese Small Co DFA Pacific Rim Small Co DFA UK Small Co Dodge & Cox Balanced Dodge & Cox Income Dodge & Cox Stock Dow Jones INDUSTRIALS 30 Dow Jones STOCK COMPOSTE 65 **Dow Jones TRANSPORTATION 20** Dow Jones UTILITY 15 Dreman Contrarian Portfolio Dreman High Return Portfolio Dreyfus A. Bonds Plus Dreyfus Appreciation Dreyfus Balanced Dreyfus CA Int. Municipal Bond Dreyfus CA Tax Exempt Bond Dreyfus Capital Value Dreyfus FL Int. Muni Bond Dreyfus Fund Drevfus General CA Muni Bnd Dreyfus General Muni Bond Dreyfus General NY Muni Bnd Dreyfus GNMA Dreyfus Growth and Income Dreyfus Growth Opportunity Dreyfus Insured Muni Bond Dreyfus Inter. Muni Bond Dreyfus International Eqty Dreyfus MA Int. Municipal Dreyfus MA Tax Exempt Bond Drevfus Municipal Bond Dreyfus New Leaders Dreyfus NJ Inter. Muni Dreyfus NJ Municipal Bond

Dreyfus NY Insured T/E Bond Dreyfus NY T/E Int. Bond Dreyfus NY Tax Exempt Bond Dreyfus People's Index Dreyfus Premier CT T/E Bond Dreyfus Short Term Income Dreyfus Shrt Inter. Govt Dreyfus Shrt Inter. T/E Bnd Dreyfus Spec Grwth Inv Dreyfus Third Century Dreyfus Wilshire Sm Co Value Eaton Vance Greater China **Eclipse Equity Fund** Evergreen Amer. Retirement **Evergreen Foundation Fund** Evergreen Fund Evergreen Insured Nat. T/F Evergreen Limited Market Evergreen Real Estate Eqty Evergreen Shrt/Int Muni Bnd Evergreen Shrt/Int Muni. CA Evergreen Total Return **Evergreen Value Timing** Federated ARMs Instit. Shrs Federated Bond Fund Federated GNMA Instit. Shrs. Federated Growth Trust Federated High Yield Trust Federated Inc. Trust Instit. Federated Int.Gvt Inst.Shrs Federated Inter Muni Trust Federated Intrntnl Equity Federated Max Cap Federated Mini Cap Fund Federated S/I Gvt Inst.Shrs Federated Shrt Int.MuniTrst Federated Shrt Trm Inc.Inst Federated Stock & Bond Federated Stock Trust Fidelity Advisor Eq Prt Inc Fidelity Advisor Eqty Prt Grth Fidelity Advisor Global Res Fidelity Advisor Gov Inv Fidelity Advisor Growth Opp Fidelity Advisor Hi Inc Muni Fidelity Advisor High Yield Fidelity Advisor Inc & Growth Fidelity Advisor Ltd Tax Ex Fidelity Advisor Ltd Time Bnd Fidelity Advisor Overseas Fidelity Advisor Sht Fixed Inc Fidelity Advisor Strat Opp Fidelity Aggressive T/F Fidelity Asset Manager Fidelity Asset Manager Grwth Fidelity Asset Manager Inc.

Fidelity Balanced Fidelity Blue Chip Growth Fidelity CA T/F Insrd Port. Fidelity CA Tax Free Hi Yld Fidelity Canada Fidelity Capital and Income Fidelity Capital Apprec Fidelity Contrafund Fidelity Convertible Sec Fidelity Destiny I Fidelity Destiny II Fidelity Disciplined Equity Fidelity Dvrsfd Intrntl Fidelity Emerging Growth Fidelity Emerging Markets Fidelity Equity Income Fidelity Equity Income II Fidelity Euro Cap Apr Fidelity Europe Fidelity Fifty Fidelity Fund Fidelity Ginnie Mae Fidelity Global Balanced Fidelity Global Bond Fidelity Government Sec. Fidelity Growth & Income Fidelity Growth Company Fidelity High Yield T/F Fidelity Intermediate Bond Fidelity Intl. Grwth & Inc. Fidelity Investment Grd Bnd Fidelity Japan Fidelity Latin America Fidelity Limited Trm Muni Fidelity Low Priced Stock Fidelity MA Tax free Hi Yld Fidelity Magellan Fidelity Market Index Fidelity MI Tax Free Hi Yld Fidelity MN T/Free Port Fidelity Mortgage Sec. Fidelity Municipal Bond Fidelity New Millenium Fidelity New Mrkts Income Fidelity NY T/F Insured Fidelity NY Tax Free Hi Yld Fidelity OH Tax Free Hi Yld Fidelity OTC Fidelity Overseas Fidelity Pacific Basin **Fidelity Puritan** Fidelity Retirement Growth Fidelity Rl. Estate Invstmnt Fidelity Select Air Trans Fidelity Select Amer. Gold Fidelity Select Automotive

Fidelity Select Biotech Fidelity Select Multi Media Fidelity Select Brkr Invst. Fidelity Select Chemicals Fidelity Select Cnsmr Prod. Fidelity Select Cnstrct/Housng Fidelity Select Computers Fidelity Select Dfns & Aero. Fidelity Select Dvlp. Comm. Fidelity Select Electronics Fidelity Select Energy Fidelity Select Enrgy Serv. Fidelity Select Envirn Svcs. Fidelity Select Finan. Serv. Fidelity Select Food & Agri. Fidelity Select Health Care Fidelity Select Home Finance Fidelity Select Indst Equip. Fidelity Select Indst. Mats Fidelity Select Insurance Fidelity Select Leisure Fidelity Select Med Delivry Fidelity Select Natural Gas Fidelity Select Paper Forest P Fidelity Select Prec. Mtls/Min Fidelity Select Region Bnks Fidelity Select Retailing Fidelity Select Softwr Comp Fidelity Select Technology Fidelity Select Telecomm. Fidelity Select Trans Fidelity Select Utilities Fidelity Short Term Bond Fidelity Shrt Trm World Inc Fidelity Small Cap Fidelity Southeast Asia Fidelity Spartan GNMA Fidelity Spartan Govt Inc. Fidelity Spartan High Inc. Fidelity Spartan Long Term Fidelity Spartan Muni Inc. Fidelity Spartan S/I Muni Fidelity Spartan S/T Bond Fidelity Sprtn FL Muni Inc. Fidelity Sprtn Ltd.Mat.Gvt Fidelity Sprtn Shrt Int Gvt Fidelity SprtnCA Muni Hi Yld Fidelity SprtnCT Muni Hi Yld Fidelity SprtnInvst.Grad.Bnd Fidelity SprtnNJ Muni Hi Yld Fidelity SprtnNY Muni HiYld Fidelity SprtnPA Muni Hi Yld Fidelity Stock Selector Fidelity T/F Insured Fidelity Trend Fidelity U.S. Equity Index

Fidelity U.S. Govt Reserves Fidelity Utilities Inc. Fidelity Value Fidelity Worldwide Flag Telephone Income Flex-Funds Growth Fortis Advantage Asset Alloc Fortis Capital Fortis Growth Founders Blue Chip Founders Discovery Founders Equity Income Founders Frontier Founders Govt Sec. Founders Growth Founders Passport Founders Special Founders Worldwide Growth Franklin Adj U.S. Govt Franklin Adj. Rate Sec. Franklin AGE High Income Franklin CA Insured T/F Inc. Franklin CA Tax Free Inc. Franklin Convertible Sec. Franklin DynaTech Franklin Equity Franklin Equity Income Franklin Federal T/F Inc. Franklin FL Tax Free Income Franklin Global Govt Income Franklin Global Utility Franklin Gold Franklin Growth Franklin Hi Yld T/F Inc. Franklin Income Franklin Insured T/F Inc. Franklin Invstmnt Grd Inc. Franklin MA Insured T/F Inc. Franklin MD T/F Income Franklin MI Insured T/F Inc. Franklin MN Insured T/F Inc. Franklin NJ Tax Free Inc. Franklin NY Tax Free Inc. Franklin PA Tax Free Inc. Franklin Premier Return Franklin Rising Dividends Franklin S/I U.S. Govt. Franklin U.S. Govt Sec. Franklin Utilities Franklin VA Tax Free Inc. Fremont CA Intermediate T/F Fremont Global FundTrust Aggress Grwth FundTrust Growth & Inc. FundTrust Growth FundTrust Income

G.T. America Growth G.T. Europe Growth G.T. Glbl.Strat.Inc.Cls A G.T. Global Emerging Mrkts G.T. Global Gov. Inc. G.T. Global Growth & Inc. G.T. Global Health Care G.T. Global High Income G.T. Global Worldwide Growth G.T. Infra Structure G.T. International Growth G.T. Japan Growth G.T. Latin America Growth G.T. New Pacific Growth G.T. Telecommunications Gabelli ABC Gabelli Asset Gabelli Equity Income Gabelli Global Telcom Gabelli Growth Gabelli Small Cap Growth GAM International GAM Pacific Basin Gateway Growth Gateway Index Plus George Putnam Fund of Bstn Gintel ERISA Gintel Fund GIT Equity Special Growth Global Bond Govett Emerging Markets Govett Pacific Strategy Govett Smaller Co GradisonMcDonald Estab Val. GradisonMcDonald Opp. Val. Guardian Park Ave Hancock Svrgn Invstmnts Harbor Bond Harbor Cap. Apprec. Harbor Growth Harbor International Harbor Value Heartland Value Hntngtn Intl. Crncy Hi Inc. Hntngtn Intl.Crncy Port.Glbl Hntngtn Intl.Crncy Port.Hard IAI Balanced IAI Bond IAI Emerging Growth IAI Government IAI Growth and Income IAI International IAI Mid Cap Growth IAI Regional IAI Reserve Fund IAI Value

IDS Bond **IDS** Discovery **IDS Extra Income IDS** Federal Income **IDS** Growth **IDS Mutual IDS New Dimensions IDS** Selective **IDS Stock** IDS Strategic Aggressive Eq **IDS** Utilities Income INVESCO Bond Hi Yld **INVESCO Bond U.S. Govt INVESCO Dynamics INVESCO** Emerging Growth **INVESCO** European Fund INVESCO Growth **INVESCO** Industrial Income INVESCO Money Mrkt T/F Money **INVESCO** Pacific Basin **INVESCO Select Income INVESCO** Series Trst Equity **INVESCO Strat Energy INVESCO Strat Finan Svcs. INVESCO Strat Hlth Sci** INVESCO Strat Tech **INVESCO Strat Utilities** INVESCO Strat.Environ.Serv. **INVESCO Strategic Gold INVESCO Strategic Leisure** INVESCO T/F Inc.Shares **INVESCO** Total Return **INVESCO Trst Int. Govt Bond** INVESCO Trst Intrntnl Grwth Ivy Growth & Income Ivy Growth Ivy International

List of Funds (A thru I) List of Funds (J thru Z)

#### New funds are continuously being added to our database! If your fund isn't listed give us a call!

1 - 800 - 251 - FUND(3863)

# Monocle funds as of 5-5-95

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List of Funds (A thru I) List of Funds (J thru Z)

Janus Balanced Janus Enterprise Janus Federal Tax Exempt Janus Flexible Income Janus Fund Janus Growth & Income Janus Inter. Govt Sec. Janus Mercury Janus Short Term Bond Janus Twenty Janus Venture Janus Worldwide Fund Kaufmann Fund Keystone Amer Global Opp Keystone Amer Omega Legg Mason Special Inv Lexington Convert. Sec. Lexington Corp. Leaders Lexington Global Lexington GNMA Inc. Lexington Gold Lexington Growth & Inc. Lexington S/I Govt Sec Lexington Stragetic Silver Lexington Strat. Invstmnts Lexington Tax Exempt Bond Liberty American Leaders Liberty Equity Income Liberty Utility Lindner Dividend Lindner Fund Lindner Utility LMH Fund LNDN FINANCIAL TIMES INDX Longleaf Ptns Sh Ben Int Longleaf Ptns Small Cap Loomis Sayles Bond Loomis Sayles Growth Loomis Sayles Intrntnl Eqty Loomis Sayles Small Cap. Lord Abbett Affil. Lord Abbett U.S. Govt Lxingtn Wrldwd.Emrgng Mrkts

Main Street Income & Growth MAS Pooled Trst Eqty MAS Pooled Trst Intnl Eqty MAS Pooled Trst Ltd Durtn MAS Pooled Trust Fixed Inc. MAS Pooled Trust Small Cap. MAS Pooled Trust Value Port. Mathers Maxus Equity Merger Meridian Merrill Lynch Capital Merrill Lynch Dragon Merrill Lynch Dvlp Capital Merrill Lynch Eurofund Merrill Lynch Global Alloc Merrill Lynch Global Conv Merrill Lynch Global Utility Merrill Lynch Growth Merrill Lynch Healthcare Merrill Lynch Latin America Merrill Lynch Pacific Merrill Lynch Pheonix Merrill Lynch Special Value Merrill Lynch Technology Merrill Lynch Tomorrow Merrill Lynch World Income Merriman Asset Alloc. Merriman Blue Chip Merriman Cap. Apprec. Merriman Flexible Bond MFS Research MFS World Total Return MIM Stock Apprec. Monetta Fund Inc Montgomery Emrgng Mrkts Montgomery Global Comm. Montgomery Global Equity Montgomery Growth Montgomery Intl Small Cap Montgomery Shrt Durtn Govt Montgomery Small Cap Fund Morgan Stanley Asian Eqty Morgan Stanley Emerging Mrkt Mutual Beacon Mutual Discovery Mutual Qualified Mutual Shares Fund NASDAQ BANKING STOCKS NASDAQ COMPOSITE INDEX NASDAQ INDUSTRIALS NASDAQ INSURANCE STKS NASDAO NASDAO 100 INDX NASDAQ TRANSPORTATIONS Neuberger Berman Genesis Neuberger Berman Guardian

Neuberger Berman Ltd. Mat Bond Neuberger Berman Manhattan Neuberger Berman Muni Sec Trst Neuberger Berman Partners Neuberger Berman Selected Sect Neuberger Berman Ultra Shrt Bo New USA Fund New York Life Inst Value Eqty New York Venture Newport Tiger Nicholas Fund Nicholas II Fund Nikkei (Temporary) Northeast Investors Growth Northeast Investors Trust NYSAE UTILITY INDEX NYSE Advancing NYSE COMPOSITE NYSE Declining NYSE FINANCE NYSE INDUSTRIALS NYSE TRANSPORT **Oakhall Equity** Oakmark Oakmark International **Oberweis Emerging Growth Oppenheimer Discovery** Oppenheimer Equity Inc. Oppenheimer Fund Oppenheimer Global G&I Oppenheimer Hi Yld Oppenheimer Strat Inc. **Oppenheimer** Time Oppenheimer Total Rtrn Pacific Hor U.S. Govt Sec. Pacific Hor. Aggress Grwth Pacific Horizon CA T/E Bond Papp L. Roy Stock Parnassus Income Bal Pasadena Growth Pax World **PBHG Emerging Growth** PBHG Growth Pennsylvania Mutual Peoples S&P MidCap Index Permanent Port. T Bill Permanent Portfolio Permanent Vrsatile Bnd Port. Perritt Capital Growth Phily SE Gold/Silver Phoenix Balanced Phoenix Growth Fund **PIMCO** Foreign PIMCO Growth Stock PIMCO High Yield PIMCO Lng Trm U.S. Govt

**PIMCO** Low Duration PIMCO Short Term Fund **PIMCO** Total Return PIMCO Total Return III Pioneer Bond Pioneer Capital Growth **Pioneer Equity Income** Pioneer Europe Fund Pioneer Fund Pioneer Gold Shares Pioneer II Pioneer Municipal Bond Pioneer Three PRA Real Estate Sec. Primary Trend Putnam Asia Pacific Putnam CA Tax Exempt Inc Putnam Conv Income/Grwth Putnam Diversified Income Putnam Europe Growth Putnam Global Gov Inc Putnam Global Growth Putnam Growth & Income Putnam Health Sciences Putnam Hi Yield Adv Putnam Investors A Putnam Municipal Inc Putnam Natural Resources Putnam New Opportunities Putnam OTC Emerging Growth Putnam Overseas Putnam US Gov Income Putnam Uttilities G&I Putnam Vista Putnam Voyager **Regis Small Company** Reich & Tang Equity Reynolds Blue Chip Growth Robertson Stevens Contrarian Robertson Stphns Emrg Grwth Robertson Stphns Value Plus Roulston Growth & Income Royce Fund Eqty Inc. Series Royce OTC **Royce Premier** Rushmore American Gas Index Rushmore U.S. Govt. LTrm Rushmore U.S. Gvt. Int Trm Rushmore Virginia T/F Port Rydex Govt Bond Rydex Govt Money Mkt RYDEX Nova Rydex OTC Rydex Precious Metals Rydex URSA S & P BANK COMPOSITE

S & P CHEMICALS S & P HEALTH CARE COMP S&P RETAIL SECTOR S&P TRANS SECTOR S&P TRANSPORTATION 20 S&P 100 INDEX S&P 500 S&P INDUSTRIALS 400 S&P INSURANCE INDEX S&P UTILITIES 40 SAFECO California T/F Inc. SAFECO Equity SAFECO Growth SAFECO High Yield Bond SAFECO Income SAFECO Municipal Bond SAFECO Northwest Fund SAFECO U.S. Govt Sec Salomon Brothers Invstrs Salomon Brothers Opp. SBSF Convertible Secs SBSF Fund Schafer Value Schwab 1000 Fund Schwab CA Shrt Int T/F Bnd Schwab CA T/F Bond Schwab Intl Index Schwab Money Market Schwab National T/F Bnd Schwab Short Inter T/F Bnd Schwab Small Cap Index Schwab U.S. Govt Bond (S/I) Scudder California Tax Free Scudder Capital Growth Scudder Development Scudder Global Scudder Global Small Co Scudder GNMA Scudder Gold Scudder Growth & Inc. Scudder Income Scudder International Scudder International Bond Scudder Japan Scudder Latin America Scudder Managed Muni Bonds Scudder Med Trm T/F Scudder New York Tax Free Scudder Pacific Opportunity Scudder Quality Growth Scudder Short Term Bond Scudder Shrt Trm Global Inc. Scudder U.S. Treasury Scudder Zero Coupon 2000 SEI Bond Index Port SEI Capital Apprec.

SEI Instit. Mngd Bond Cls A SEI Instit.Ltd.Vltility Bnd SEI International SEI Mngd Trst Eqty Inc. SEI Mngd Trst Val. Port. SEI S&P 500 Index SEI T/E Trst Int. Trm Muni Selected American Shares Selected Special Shares Seligman Capital Seligman Common Stock Seligman Communication Seligman Frontier Seligman Growth Seligman Income Sentinel Common Stock Sequoia Fund Short Term Interest Rate Sit New Beginning T/F Inc. Sit New Bgning Inc.&Grwth Sit Nw Bgning Growth Sit Nw Bgning U.S.Gvt Sec. Skyline Special Eqty II Skyline Special Equities SoGen Gold SoGen International Fund SoGen Overseas Sound Shore State Street Capital Apprec State Street Equity Inv State Street Investment SteinRoe Capital Opp. SteinRoe Government Income SteinRoe High Yield Muni. SteinRoe Income Fund SteinRoe Intermediate Bond SteinRoe Intermediate Muni. SteinRoe Managed Muni. SteinRoe Prime Equities SteinRoe Special Fund SteinRoe Stock Fund SteinRoe Total Return Stratton Growth Stratton Monthly Dvdnds Stratton Small Cap Yield Strong Advantage Strong American Utilities Strong Asia Pacific Strong Common Stock Strong Discovery Strong Government Secs Strong Growth Strong Income Strong Insured Muni Bond Strong International Stock Strong Municipal Bond

Strong Opportunity Strong S/T Muni Bond Strong Short Term Bond Strong Total Return T. Row Prc Adj.Rate U.S.Govt T. Rowe Price Cap. Apprec. T. Rowe Price Eqty Inc. T. Rowe Price Euro Stck T. Rowe Price Glbl Gvt Bnd T. Rowe Price GNMA T. Rowe Price Growth Stock T. Rowe Price Grwth & Inc. T. Rowe Price High Yield T. Rowe Price Intl Discovery T. Rowe Price Intrntnl Bond T. Rowe Price Intrntnl Stck T. Rowe Price Japan T. Rowe Price MD T/F Bond T. Rowe Price New Asia T. Rowe Price New Era T. Rowe Price New Horizons T. Rowe Price New Income T. Rowe Price Nw Amer.Grwth T. Rowe Price OTC Securities T. Rowe Price Sci & Tech. T. Rowe Price Shrt Trm Bond T. Rowe Price Small Cap Val. T. Rowe Price Spectrum Grwth T. Rowe Price Spectrum Inc. T. Rowe Price T/F Shrt Int T. Rowe Price Tax Free Inc. T. Rowe Tax Free High Yield Templeton Develop.Mrkts Trst **Templeton Foreign** Templeton Global Opportunity Templeton Growth Templeton Income Templeton Real Estate Sec Templeton Smaller Cos. Grwth Templeton World Third Ave Value Tweedy Browne Global Value Twentieth Cent.Blncd Invstrs Twentieth Cent.Grwth Invstrs Twentieth Cent.Heritg Invstr Twentieth Cent.Slct Invstrs Twentieth Cent.Ultr Invstrs Twentieth Cent.Vist Invstrs Twentieth Century Intl Equity Twentieth Century L/T Bond Twentieth Century US Govt Twentieth Century Value United Serv. All Amer. Eqty United Serv. Glbl Resources United Services Gold Shares United Services Income

United Services Real Estate United Services Tax Free United Services World Gold USAA Investment Balanced **USAA** Investment Cornerstone USAA Mutual Income USAA Mutual Income Stock Value Lin Lvgd Grwth Invstrs Value Line Value Line Aggress.Inc.Trust VALUE LINE ARTHMTIC WGHT Value Line Convertible Value Line Geometric Index Value Line Income Value Line Special Situatns Value Line T/F Hi Yld Value Line U.S. Govt Sec. VAN ECK Asia Dynasty Vanguard S/T U.S. Treasury Vanguard Short Term Corp Vanguard 500 Fund Vanguard Asset Allocation Vanguard Bond Index Vanguard CA Insured L Trm Vanguard CA T/F Mny Mrkt Vanguard Convertible Sec. Vanguard Equity Income Vanguard Explorer Vanguard Fixed Inc GNMA Vanguard Fixed Inc. S/T Fed Vanguard Fxd In.Invst.Grd Corp Vanguard Fxd Inc Intr US Tr Vanguard Fxd Inc. Hi Yld Corp. Vanguard Fxd Inc.L T U.S.Treas Vanguard Growth Index Vanguard Intrntnl Eqty Euro Vanguard Intrntnl Eqty Pac. Vanguard Money Market Vanguard Money Market Prime Vanguard Money Market Trsry Vanguard Muni Bnd Lmtd Port Vanguard Muni Hi Yld Vanguard Muni Insured L Trm Vanguard Muni Inter. Trm Vanguard Municipal L Term Vanguard Municipal Shrt Term Vanguard NJ Insrd L Trm Muni Vanguard NY insured L Trm Vanguard PA T/F fund Vanguard Preferred Stock Vanguard PRIMECAP Vanguard Spec. Hlth Care Vanguard Spec.Gld/Prec.Mtls Vanguard Spec.Util.Inc.Port. Vanguard Specialized Energy Vanguard Star Fund

Vanguard Trst.Cmgld Intrntnl Vanguard Trustee's Cmngld U.S. Vanguard Value Index Vanguard Wellesley Inc. Vanguard Wellington Vanguard Windsor Vanguard Windsor II Vanguard World U.S. Grwth Vanguard Wrld Intrntnl Grwth Vanguard/Morgan Growth Vista Capital Growth Vista Growth & Income Vista New York Tax Free Inc. Vista Tax Free Income Vontobel EuroPacific Vontobel US Value Warburg, Pincus Fixed Inc Warburg, Pincus Cap Apprec Warburg, Pincus Emrgng Grwth Cm Warburg, Pincus Fixed Income Warburg, Pincus Growth Inc Warburg, Pincus Intl Eqty Inst Warburg, Pincus Intl Equity Warburg, Pincus Intrm Mat Govt Warburg, Pincus NY Muni Bond Wasatch Aggressive Equity William Blair Growth Shares William Blair Income Shares WILSHIRE SMALL CAP Working Assts Citizens Blncd P WPG Government Securities WPG Growth & Income Fund WPG Growth WPG Tudor Wright Equi Hong Kong Wright Equi Spain Yacktman Fund Zweig Prity Slctn Lst ClsA Zweig Series Strategy Cls A

List of Funds (A thru I) List of Funds (J thru Z)

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