

# Using iRebal<sup>®</sup> on Schwab Advisor Center<sup>®</sup>

A step-by-step guide to using  
the powerful rebalancing and  
trading platform

This guide is designed to walk you through the many features of iRebal—the dynamic rebalancing platform that is now integrated into Schwab Advisor Center. It covers the key areas of the program and takes you step-by-step through running your first rebalance.

**To get started, select a topic below to view the recommended steps along with helpful tips and resources.**

**To explore the guide in full, click [Next](#); to return to this menu, click [Home](#).**

## Main topics

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# Overview of iRebal

iRebal is Schwab's premier rebalancing platform, designed to seamlessly integrate into your firm's workflows, shortening manual rebalancing efforts from weeks to hours. It is a customizable, rule-based program that offers you more effective portfolio management, including tools to handle tax-efficient rebalancing, dynamic cash management, tax-loss harvesting, and more—all through an intuitive interface. iRebal is free for all accounts custodied with Schwab. And because iRebal is seamlessly integrated into Schwab Advisor Center, our core account management and trading platform, implementation is a breeze.

## iRebal terminology

The platform uses specialized terminology for different aspects of the rebalancing process. Take a few moments to understand these terms and what they mean in the iRebal environment.

Term	Definition
<b>model</b>	<p>This is a group of securities that contains the trading rules and target allocations to which a client's portfolio is rebalanced. There are two types of models:</p> <ul style="list-style-type: none"><li>▪ <b>Security model:</b> This consists of a list of securities with target allocations.</li><li>▪ <b>Blended model:</b> These models are composed of two or more security models. These are helpful when creating multiple custom allocations while managing security targets in only a small number of core models. When you update the underlying models, the blended models update automatically. These are sometimes called "models of models."</li></ul>
<b>account</b>	<p>This term represents a single account in the iRebal environment. There are two types of Account pages accessible via the Clients menu:</p> <ul style="list-style-type: none"><li>▪ <b>Accounts:</b> This means the account has been assigned to a portfolio.</li><li>▪ <b>Unassigned accounts:</b> These accounts must be assigned to a portfolio before you can do anything with them in iRebal.</li></ul>
<b>portfolio</b>	<p>This is the term for a client relationship that iRebal will rebalance against a model. You can rebalance portfolios at the account or household level:</p> <ul style="list-style-type: none"><li>▪ <b>Account level:</b> This type of rebalance involves a single account.</li><li>▪ <b>Household level:</b> In this type of rebalance, the portfolio may contain multiple accounts that will be rebalanced against a single model. This approach can potentially reduce transaction costs by purchasing securities with one instead of multiple accounts. It can also offer tax advantages, automatically channeling buy orders to the account type you identify as the most tax beneficial.</li></ul>

# Getting set up

Before any users can access iRebal, your firm security administrator (FSA) must grant access. The FSA needs to give each user the appropriate level of iRebal access in **Security Center**. There are five levels of access that the FSA can assign for iRebal users, based on the security group(s) to which they are assigned or via direct assignments.

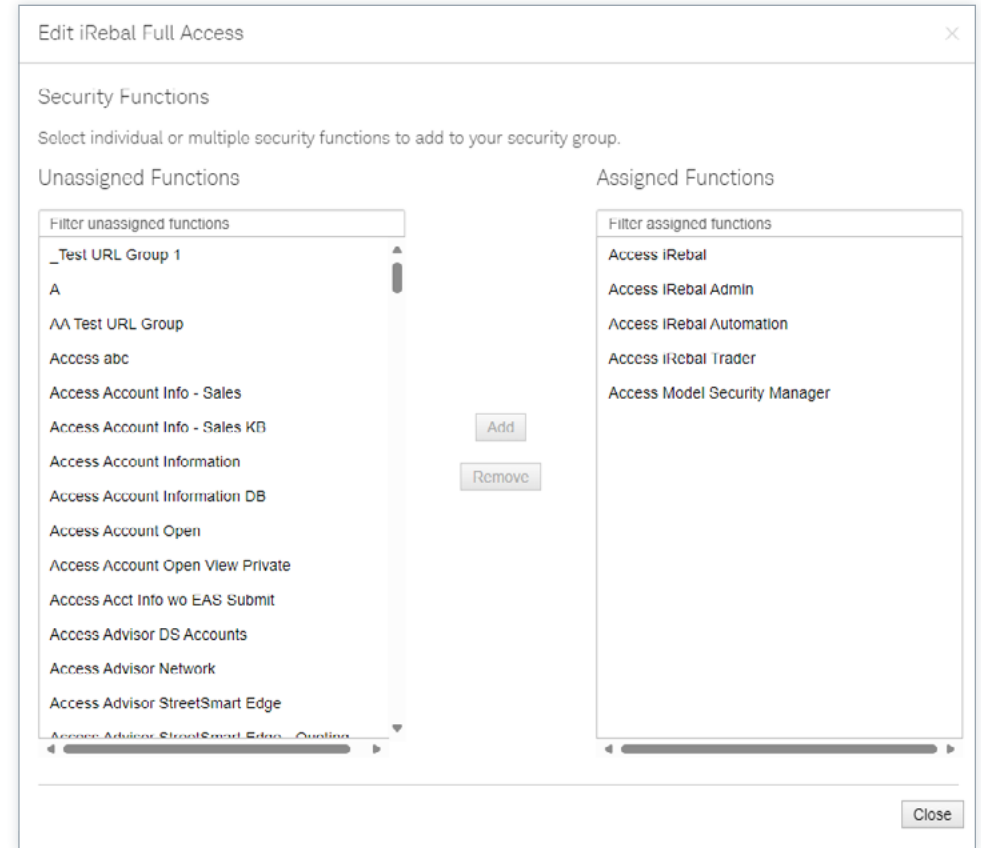
## Security groups and access levels

Security group	Type of access
<b>Access iRebal</b>	<ul style="list-style-type: none"> <li>■ Launch the software from Schwab Advisor Center</li> <li>■ Create and manage portfolio and account settings (for the accounts each user has access to)</li> <li>■ Schedule, run, and review rebalances</li> </ul>
<b>Access iRebal Admin</b>	<ul style="list-style-type: none"> <li>■ The user can edit the global settings for a firm's iRebal environment (default rules for cash settings, dividend reinvestment, and rebalance bands)</li> </ul>
<b>Access iRebal Trader</b>	<ul style="list-style-type: none"> <li>■ Allows the user to edit, approve, and submit orders from the iRebal Order Blotter</li> </ul>
<b>Access Model Security Manager</b>	<ul style="list-style-type: none"> <li>■ The user can create, edit, and delete iRebal models; add securities to the iRebal security master account; and edit iRebal trading rules</li> </ul>
<b>Access iRebal Automation</b>	<ul style="list-style-type: none"> <li>■ The user can enable portfolios for automated trading, access the Automation tab in the blotter, and edit automation settings at both the client portfolio and global levels.</li> <li>■ <b>Note:</b> Automation settings are not enabled by default, and if a user has not been added to this security group, certain functionality will not be available to that user. Consult the <a href="#">Automation</a> section for more details.</li> </ul>

# Getting set up (continued)

## How your FSA provides access

- Your FSA has access to the **Security Center** on Schwab Advisor Center, which is a page that only FSAs can see.
- From the **Security Center** interface, the FSA can add one or more of the functions listed on the previous page to either an individual user or an existing or new security group.
- If your firm requires that groups of users have different levels of iRebal permissions, it is a good idea to create one group and then duplicate that group, adding and removing iRebal permissions as needed, and then assigning users to the appropriate group once all are established.
- Remember that each user or group must also have access to the data for the relevant master accounts.
- Once your FSA has established security groups, you can confirm your access by clicking the **Trading** tab on Schwab Advisor Center, clicking **iRebal**, and then launching the program from the iRebal landing page.



# Page overviews: iRebal Home page

The iRebal **Home** page is the first thing you see when you open the platform. It surfaces important information and provides links to initiate workflows quickly and easily.

Use the **header bar** to navigate to the main sections of the site.

The screenshot shows the iRebal Home page dashboard with the following modules and callouts:

- 1 CLIENTS**: Shows unassigned accounts (2 / \$32,350), portfolios with pending rebalance results (1), and 30-day tax harvest expiration (0).
- 2 BLOTTER SUMMARY**: Shows 25 active trades, 1 requiring attention, 17 pending, and 0 filled.
- 3 CASH REPORT**: Shows 154 accounts, 21 shortfalls, 16 excesses, and 114 in range.
- 4 REBALANCES**: A table listing various rebalancing actions with their status (With Orders, Approved).
- 5 ALLOCATION REPORT**: Shows 154 portfolios, 71 out of tolerance, and 80 in tolerance.
- 6 TOP MODELS**: A table listing model names, portfolios, and AUM.
- 7 MODEL MARKET CENTER**: Shows notifications (0 unread model changes), subscribed models (19), and AUM (\$9,840,741).

- 1 The **CLIENTS** module displays the number and value of unassigned accounts, pending rebalances, and 30-day tax harvest expirations. You can take action or click the **Create a portfolio** button.
- 2 The **BLOTTER SUMMARY** module displays active trades, including those with errors or warnings; pending trades requiring action; and filled orders.
- 3 The **CASH REPORT** module helps you identify accounts that have a cash shortfall or cash excess, as well of those that are within established cash parameters.
- 4 The **REBALANCES** module lists recent rebalances and highlights approved orders (green circles) and unapproved orders (orange circles). You can take action or click the **Create a rebalance** button.
- 5 Use the **ALLOCATION REPORT** module to quickly see the portfolios that are out of tolerance—that is, where at least one position is out of model target range—and those that are in tolerance.
- 6 The **TOP MODELS** module shows the models you use most often, as well as the portfolios and assets under management (AUM) associated with those models.
- 7 The **MODEL MARKET CENTER** module lets you know when a model manager has made a change you have yet to review. It also shows the number of subscribed models in your environment, along with their AUM.



# Page overviews: iRebal header bar

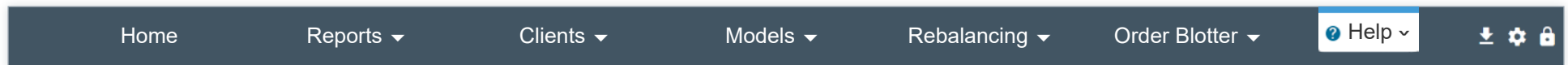
The **header bar** appears at the top of every page of iRebal for easy navigation to important parts of the platform. The following pages provide details about how each section is used to create models, portfolios, and rebalances.

This is the **Home** page you see when you log into iRebal; it provides an overview of actionable information and links to important sections of the platform.

Use the **Clients** dropdown menu to manage your clients' portfolios and accounts. Learn more about [iRebal terminology](#).

From the **Rebalancing** dropdown menu, you can run a new rebalance, review and approve results, and schedule future rebalances.

Use the  icon to download your exports; use the  icon to review your firm's global settings, including the default rules for your firm's iRebal environment. If you have the proper authorization, you can adjust these settings.



The **Reports** dropdown menu ensures that each account's cash and allocations are within the appropriate range, with start-of-day summaries of all accounts' cash and portfolio allocations. You can review information about automated reports [here](#).

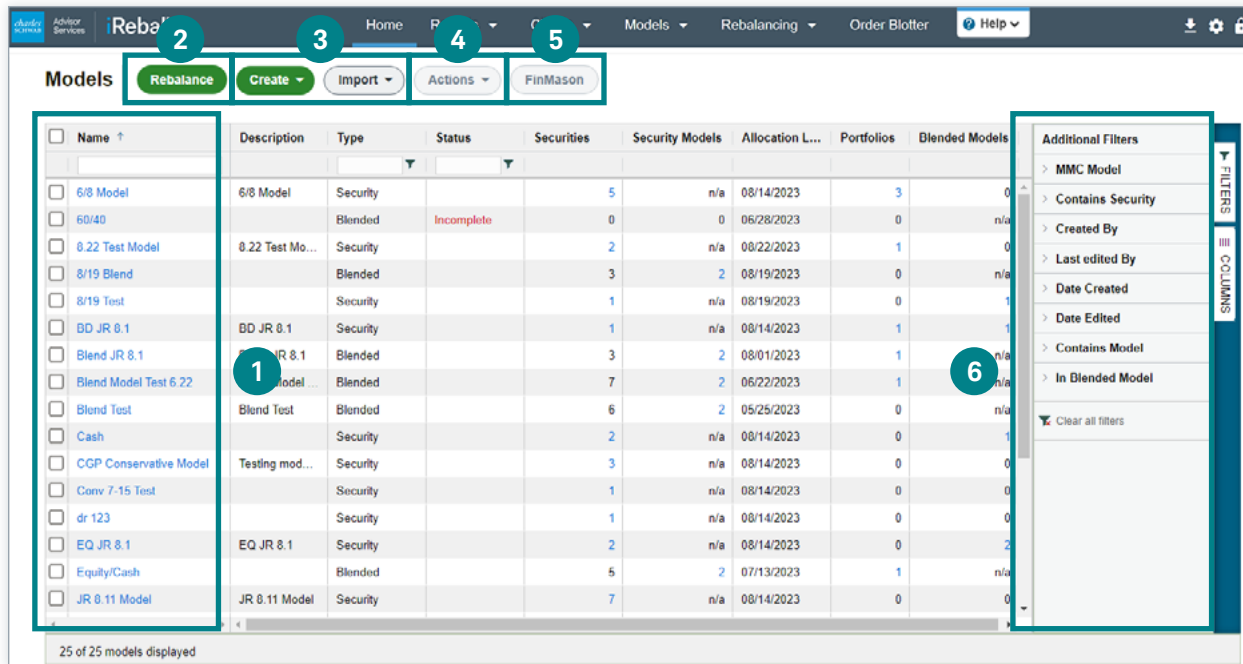
Use the **Models** dropdown menu to access your clients' models and securities. Review [iRebal terminology](#) and learn more about [building models](#).

Once you have approved orders from a rebalance, they appear on the **Order Blotter** dropdown menu, where you can validate, submit, cancel, and create blocks out of them.

Use the **Help** dropdown menu to view walk-throughs, page overviews, educational videos, and other training and support.

# Page overviews: Models page

The **Models** page is where you manage your model inventory, as well as model allocations and rules for rebalancing. Customize the grid by filtering and sorting and by resizing or repositioning the columns.



- 1 The **Name** links enable you to view and edit details for each model.
- 2 The **Rebalance** button lets you quickly run rebalances after clicking model name checkboxes.
- 3 The **Create** dropdown menu lets you create a security model or a blended model. You can also import model targets and rebalance bands using the **Import** dropdown menu.
- 4 The **Actions** dropdown menu replaces securities within models and enables you to delete and export models.
- 5 The **FinMason** Model Impact tool allows you to easily compare different models and their potential impacts on a portfolio's projected outcome.
- 6 The **Additional Filters** panel shows items that require your attention and provides filter criteria for data not shown as columns. Use the **COLUMNS** tab to add and remove columns.

# Page overviews: Edit a Security Model panel

The **Edit a Security Model** panel slides out when you click one of the model **Name** links on the **Models** page.

**Model Name** | edit  
CGP Conservative Model

**Model Description (optional)** | edit  
Testing model - conservative

**Type**  
Security

**Securities**  
3

**Vendor Shared**

**Model History**

Attributes of securities in this model have been edited as noted below:

Date Created / By: 06/02/2023 4:51 PM ET ddollar    Date Last Edited / By: 08/14/2023 3:12 PM ET nnickel

Timestamp	User	Symbol	Description	Attribute	Previous Value	Updated Value
06/28/2023 4:45 PM ET	nnickel	All securities	All securities	Max%	global	overridden
06/28/2023 4:45 PM ET	nnickel	All securities	All securities	Min%	global	overridden
06/28/2023 4:45 PM ET	nnickel	All securities	All securities	Max%	global	overridden
06/28/2023 4:45 PM ET	nnickel	All securities	All securities	Min%	global	overridden
06/28/2023 4:14 PM ET	nnickel	All securities	All securities	Max%	global	overridden
06/28/2023 4:14 PM ET	nnickel	All securities	All securities	Min%	global	overridden
06/15/2023 3:43 PM ET	nnickel	91282CCC3	US Treasury 0.25% 05/15/...	Target%	40%	35%

**Security Allocations**

3 Securities

Add securities to this model:

Symbol	Description	Type	AssetClass	Target %
SCASH	Cash	CASH	Cash	20.0
91282CCC3	US Treasury 0.25% 05/15/...	BOND	Uncategorized	35.0
PFMIX	PIMCO MUNICIPAL BON...	MUTUAL_FUND	MuniNatLng	45.0

**Rebalance Bands**

Use Default S...	Min %	Max %
<input type="checkbox"/>	18.00	22.00
<input type="checkbox"/>	31.50	38.50
<input type="checkbox"/>	40.50	49.50

**Trading Rules**

Use Sec. Master
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>

**Total Security Allocations:** 100.0%

- 1 You can add and edit securities, targets, and other attributes of your model in the **Security Allocations** section.
- 2 Use the **Model History** section to view the target allocation edits you have previously made to this model.
- 3 At the top of the panel, you can view an at-a-glance overview of the model you have chosen.
- 4 When you make changes, the system reminds you to click **Save** before you click **Close**. Once this panel is closed, the system returns you to the **Models** page.
- 5 You can customize the view between a **Basic View** and one that displays **All Trading Rules**. Use the **COLUMNS** tab to add and remove columns.

# Page overviews: Portfolios page

Use the **Portfolios** page to manage your firm's portfolios. You can customize the grid by filtering and sorting and by resizing and repositioning the columns.

Name	Status	Value	CustCat	Model	Restrictions	Accounts	Last Result
Nancy Nickel		\$1,138,065	QA Testing	DEMO - 90/10		0	05/16/2023
Bill Bucks		\$436,789	QA Testing	DEMO - 90/10		0	05/16/2023
Dora Dollar		\$473,765	SMA	DEMO - 90/10		0	05/16/2023
Harry Halfd.		\$955,146	group 3	DEMO - 90/10		0	05/16/2023
Chris Cash..		\$320,464	group 3	DEMO - 30/70		0	04/27/2023
Quentin Qu..		\$40,372	SMA	DEMO - 90/10		0	04/27/2023
Patty Penny		\$577,962	group 4	DEMO - 90/10		0	04/27/2023
Christy Curr.		\$1,228,610	QA Testing	DEMO - 90/10		0	04/27/2023
Suzy Stocks		\$147,974	SMA	DEMO - 90/10		0	04/27/2023
Billy Bonds		\$1,960,804	group 3	DEMO - 30/70		0	11/14/2022
Francine Fu..		\$1,032,329	group 4	DEMO - 90/10		0	11/14/2022
Marty Mutual		\$925,629	group 4	DEMO - 90/10		0	04/27/2023
Christy Fund		\$403,135	SMA	DEMO - 90/10		0	04/27/2023
Chris Nickel		\$19,599	SMA	DEMO - 90/10		0	04/27/2023
Dora Bonds		\$173,906	SMA	DEMO - 90/10		0	04/27/2023
Patty Bucks		\$461,063	SMA	DEMO - 90/10		0	04/27/2023

- 1 The **Name** links enable you to view and edit details for each portfolio.
- 2 The **Rebalance** button lets you quickly run rebalances after clicking portfolio name checkboxes.
- 3 The **Create** button lets you create a portfolio. You can also import new portfolio names or model and category assignments using the **Import** dropdown menu.
- 4 The **Actions** dropdown menu enables you to bulk-edit, delete, and export portfolios.
- 5 The **Analyze with FinMason** button allows you to easily compare different portfolios and their potential impacts on a portfolio's projected outcome.
- 6 The **Additional Filters** panel shows items that require your attention and provides filter criteria for data not shown as columns. Use the **COLUMNS** tab to add and remove columns.

# Page overviews: Edit Portfolio panel

When you click a link to edit a portfolio, the **Edit Portfolio** panel slides out from the right of the page, giving you access to more details.

The screenshot shows the 'Edit Portfolio' interface for a portfolio named 'NANCY NICKEL CUST INT ROTH 1234-XXXX'. The interface includes a sidebar with a list of portfolios, a main header with navigation options, and several data sections:

- Portfolio Name:** Shows the portfolio name, ID (1812134), creation date (05/05/2023 2:16 PM ET), last edit date (07/09/2023 4:54 AM ET), and market value (\$21.63M).
- Accounts:** Lists 1 assigned account: '1234-XXXX NANCY NICKEL' with a market value of \$21,637,967. It includes columns for Type, MktValue, Taxability, and Maintained Cash.
- Assignments:** Shows the assigned model as 'Wednesday Security Model' and the category as 'AATest8798'.
- Restrictions:** Shows 1 security restriction: 'AMZN AMAZON.COM INC' with a 'Never Sell' action to take.
- Scheduled Rebalances:** Shows 1 scheduled rebalance: 'Full Reb - 05/05/2023' with a 'Daily' recurrence and a 'Next run date' of '05/06/2023'.
- Portfolio Notes:** Shows 0 active notes and 0 archived notes. It includes a text input field for notes and a 'Create Note' button.

- 1 This area gives you a quick overview of the portfolio's details.
- 2 The **Accounts** area lists each account in the portfolio. You cannot rebalance a portfolio unless it contains at least one account. Each account number is a link that you can click to view the account's details.
- 3 The **Assignments** area shows the model assigned to the portfolio you have chosen. You cannot rebalance a portfolio unless a model is assigned to it. You can also assign a custom **Category** to the portfolio.
- 4 Use the **Restrictions** area to set a **Security Restriction** or a **Category Restriction**, including Never Buy, Never Sell, Never Buy and Never Sell, Exclude, and No Restriction. For example, you might exclude legacy client holdings that are not part of your allocation or restrict sells of a position that has experienced large gains. You can also add a **Capital Gains Restriction** to the portfolio to avoid short-term gains or avoid all gains when rebalanced.
- 5 View or edit **Scheduled Rebalances** or include this portfolio in your scheduled rebalances.
- 6 Store and export **Portfolio Notes** that never expire and that help you track important information. Notes you designate as high priority trigger warnings when you approve orders for that portfolio.

# Page overviews: Unassigned Accounts page

Until you assign them to a portfolio, all the client accounts that you have permission to manage on Schwab Advisor Center appear on the **Unassigned Accounts** page.

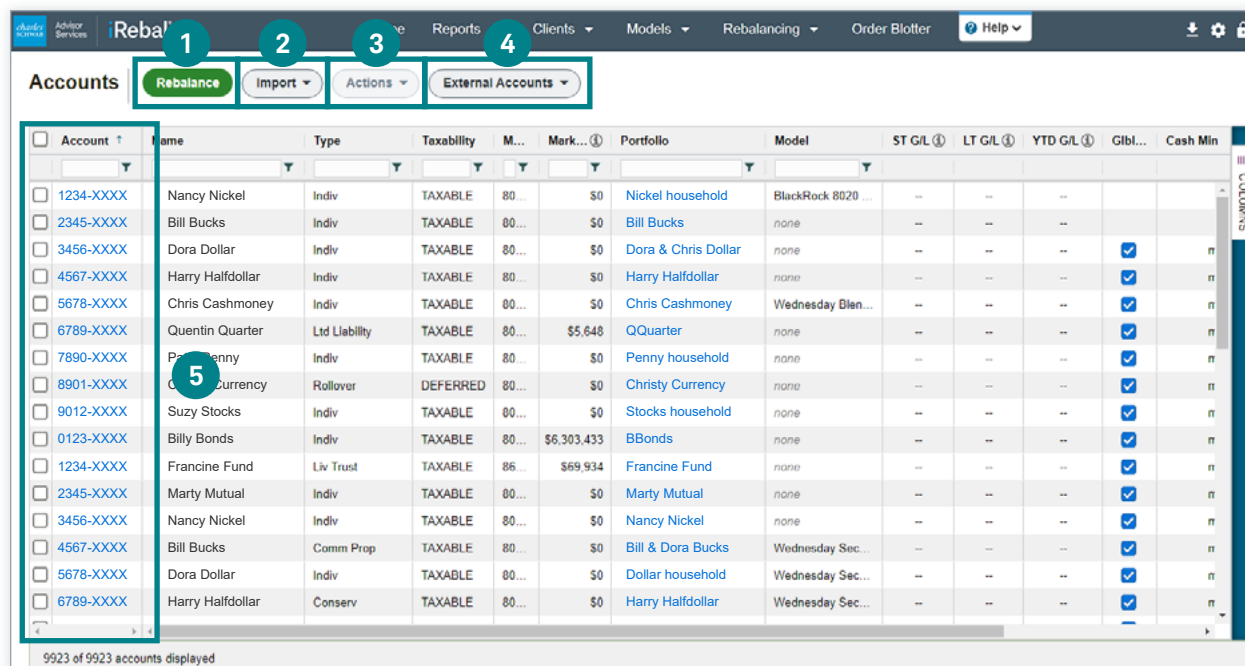
The screenshot shows the 'Unassigned Accounts' page in the iRebal interface. The page has a dark header with navigation menus for Reports, Clients, Models, Rebalancing, and Order Blotter. Below the header, there are 'Import' and 'Actions' buttons. A table lists several unassigned accounts. The table has columns for Account, Name, Market Value, Type, Taxability, Date Opened, and Master Account. The first row is highlighted, and the 'Account' column header is circled in red.

Account	Name	Market Value	Type	Taxability	Date Opened	Master Account
<input checked="" type="checkbox"/> 6789-XXXX	Nancy Nickel	\$2,727	Contrib	DEFERRED	06/15/2022	0800-XXXX
<input type="checkbox"/> 7890-XXXX	Bill Bucks	\$2,687	Roth Contrib	ROTH	06/15/2022	0801-XXXX
<input type="checkbox"/> 8901-XXXX	Dora Dollar	\$2,803	401(k)	DEFERRED	06/15/2022	0802-XXXX
<input type="checkbox"/> 9012-XXXX	Harry Halfdollar	\$3,838	Indiv	TAXABLE	06/15/2022	0803-XXXX
<input type="checkbox"/> 0123-XXXX	Chris Cashmoney	\$4,574	Indiv	TAXABLE	06/15/2022	0804-XXXX
<input type="checkbox"/> 1234-XXXX	Quentin Quarter	\$3,688	Indiv	TAXABLE	06/15/2022	0805-XXXX

- 1 Click the checkboxes next to the accounts you wish to assign, then choose from the **Actions** dropdown list to assign them to portfolios.
- 2 If you have already created household-level rebalances in another system, you can use the **Import** button to re-create them in iRebal.
- 3 Note that you must assign to a portfolio every account in the **Account** column before it can be traded and rebalanced using iRebal.

# Page overviews: Accounts page

On the **Accounts** page, you can review the list of accounts that you have already associated with portfolios and manage account-level settings, like cash needs for clients taking distributions.



- 1 Use the **Rebalance** button to quickly run rebalances. You can also review and edit cash settings on the **Edit Accounts** panel—see the next page.
- 2 Import cash settings using the **Import** dropdown menu.
- 3 Use the **Actions** dropdown menu for bulk editing or to export accounts.
- 4 Use the **External Accounts** button to review your external accounts—that is, accounts held outside of Schwab. iRebal treats these accounts as “frozen” and does not calculate orders for them but does consider their holdings in the rebalance. Note that this button appears only when external accounts are enabled in your firm’s global settings.
- 5 The **Account** column displays the name and account number of all accounts you have already associated with a portfolio and therefore are ready for rebalancing. Click the checkboxes to take action on multiple accounts. You can customize the view by adding, removing, and resorting columns, and you can use the account numbers links to edit the respective accounts.

# Page overviews: Edit Account panel

When you click a link to edit an account, the **Edit Account** panel slides out from the right of the page, giving you access to more data details.

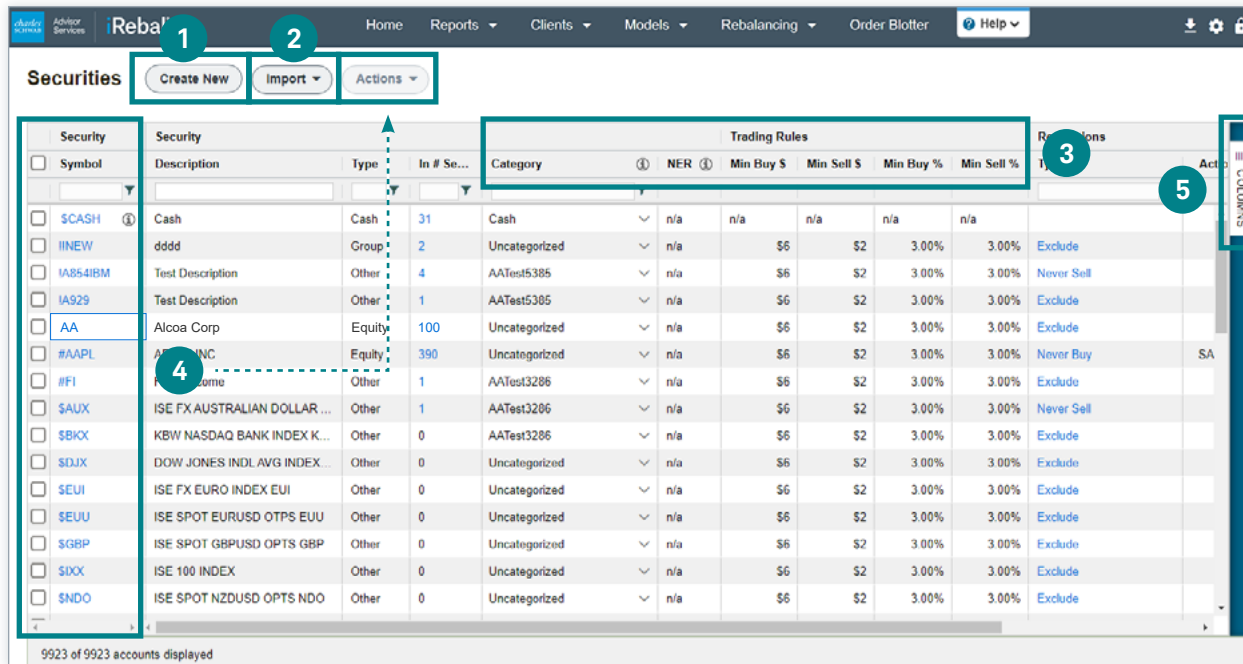
The screenshot shows the 'Edit Account' panel with the following sections and callouts:

- 1** Account summary table with columns: Account#, Account Name, Type, Taxability, Date Last Edited / By, Total Acct Value.
- 2** Special Treatment section with checkboxes for 'Mark As Frozen', 'Reinvest dividends', and 'Reinvest capital gains'.
- 3** Cash Needs section with 'Maintained Cash' controls, including 'Use global default', 'Use model cash', and input fields for 'Cash Minimum', 'Cash Target', and 'Cash Maximum'.
- 4** Set Aside Cash section with a table for scheduling set-aside amounts, including columns for 'Start Date', 'Amount (\$ or %)', and 'Status'.
- 5** Automatic Cash Hold for Distributions section with a radio button to toggle 'On' or 'Off' and a 'Cash hold' amount of \$0.00.

- 1 This area gives you a quick overview of the account details.
- 2 In the **Special Treatment** area, you can freeze an account and choose whether to reinvest dividends and capital gains.
- 3 If the account has specific cash needs that are different from your firm's global settings, users can adjust them in the **Cash Needs** area. For example, if a client has upcoming cash distributions, you may wish to manually maintain additional cash to cover them.
- 4 For rebalancing, iRebal sets aside a specific amount over and above the maintained cash amount. This **Set Aside Cash** amount is not figured into the portfolio's cash allocation. You can schedule various set-aside amounts and set separate start dates for each. You can also use this feature to dollar-cost average: set decreasing amounts over a period of time, with each set-aside amount replacing the preceding amount on its scheduled date.
- 5 **Automatic Cash Hold for Distributions** will look forward to upcoming distributions, which will be treated as set-aside cash. The system will choose whichever is larger—the manual set-aside or the distribution cash hold.

# Page overviews: Securities page

On the **Securities** page, you can manage the security inventory that is available to your models, as well as the rebalancing rules that govern them.



- 1 The **Create New** button opens a modal that enables you to choose securities by entering symbols and/or CUSIP numbers or by defining your own symbol.
- 2 Use the **Import** button to import security and category or equivalents by downloading the CSV file template.
- 3 Security details and rules are organized into column groups. Click the ⓘ icon on the column header to see the definition for that column.
- 4 Check the boxes next to one or more securities, then click the **Actions** button at the top of the page to edit, delete, or export them. You can also click the symbol links to view or edit security details.
- 5 Use the **COLUMNS** tab to add, remove, and reorder columns to your preferences.

# Page overviews: Edit Security panel

Use the **Edit Security** panel to specify the rebalancing rules to apply to each security.

The screenshot shows the 'Edit Security' panel for the security 'AA' (Alcoa Corp). The panel includes the following sections:

- Asset Category (1):** A dropdown menu to select an asset category. The current selection is '-Select-'.
- Trading Minimums (2):** Fields for 'Min Buy \$' (\$6), 'Min Sell \$' (\$2), 'Min Buy %' (3.00%), and 'Min Sell %' (3.00%). There is also a 'Min Alt' dropdown set to '-Search-'.
- Restrictions (3):** A section to 'Add a security restriction' with dropdowns for 'Restriction type' (No restriction), 'Action to take' (N/A), and 'Symbol' (N/A).
- Equivalents & Alternatives (4):** A table showing 1 equivalent security and 0 alt if held. The table has columns for Symbol/Category, Description, Type, and Alt if Held. The entry for MSFT (Microsoft Corp) is shown with Type 'Equity' and 'Alt if Held' unchecked. There are also search and filter buttons for adding equivalents.
- Household Location Preferences (5):** Two sliders for 'Level' and 'Roth Level'. The 'Level' slider is at 0, and the 'Roth Level' slider is also at 0. Both sliders range from -100 (Less tax impact) to +100 (More tax impact).

- 1 This area gives you a quick overview of the security. You can assign it to an **Asset Category**.
- 2 Here you set buy or sell **Trading Minimums**. You can specify a **Min Alt**—a security you are willing to buy in place of the security in your model—when smaller trades are needed.
- 3 You can set **Restrictions** on individual securities, which iRebal references during rebalancing. These include Never Sell, Never Buy, Never Buy and Never Sell, Exclude, and No Restriction.
- 4 This area lets you establish **Equivalents & Alternatives**. When you designate securities as equivalent to certain model target securities, iRebal does not calculate a sale of one equivalent for another, helping prevent unnecessary transactions and taxable events. When you mark an equivalent as **Alternate If Held**, iRebal purchases that security instead of the model security if the alternate is currently held in the portfolio. When you specify multiple alternates, iRebal purchases the one with the largest position in the account.
- 5 You can assign asset location levels in **Household Location Preferences**. Click the ⓘ icon learn more.

# Building iRebal models

To build new models, go to the **Models** page, choose **Security Model** from the **Create** dropdown menu, choose positions and allocations, then click **Save**.

On the **Models** page, click the **Create** button and select **Security Model** from the dropdown menu. You can choose to build a blended model, which is covered on the [next page](#).

If you have built models on other platforms, save them as CSV files, then use the **Import** dropdown menu to upload them. You can also create a **blended model** and can subscribe to third-party models using **Model Market Center**.

The screenshot shows the 'Create a Security Model' interface in the iRebal system. The main window has a dark header with navigation tabs: Home, Reports, Clients, Models, Rebalancing, Order Blotter, and Help. Below the header, there are buttons for 'Rebalance', 'Create', and 'Import'. The 'Create' dropdown is open, showing 'Security Model' selected. The main content area is titled 'Create a Security Model' and includes a 'Model Name' field (containing 'ABC') and a 'Model History' section. Below this is the 'Security Allocations' section, which contains a search bar and an 'Advanced Filter' button. The main table displays a list of securities with columns for Symbol, Description, Type, Category, Target %, Rebalance Bands (Use Default, Min %, Max %), and Trading Rules (Use Sec Ma...). A 'Total Security Allocations' row shows a total of 90.0%. A 'Basic View' and 'All Trading Rules' toggle is present. A 'COLUMNS' sidebar is visible on the right.

**Find securities to add by typing the name or use the **Advanced Filter** button to search by attribute.**

**The **Basic View** shows the most commonly used information in the grid columns. View additional columns by toggling the view for **All Trading Rules**.**

**The target percentages you enter must add up to 100%. When you enter an ETF or mutual fund, you see the estimated net expense ratio in a column next to this one.**

**iRebal uses your firm's **global settings** for each security in the model. If you have the proper authorization, you can uncheck the boxes in these two columns and enter new values in the grid.**

**Tip**

You may wish to keep as a buffer at least a small allocation as cash or in a sweep money market fund in the portfolio. If so, choose the **\$CASH** symbol to enter a cash target and maintain consistency.

# Building iRebal models: Create a blended model

Choose **Blended Model** from the **Create** dropdown menu on the **Models** page to construct new models that combine component security models weighted to the percentages you choose.

The screenshot shows the 'Create a Blended Model' page in the iRebal system. The page includes a navigation bar with 'Home', 'Reports', 'Clients', 'Models', 'Rebalancing', and 'Order Blotter'. The main content area is titled 'Create a Blended Model' and contains several sections:

- Model Information:** Model Name (60/40 Moderate), Model Description (Bond/ Lg Cap Blend), Type (Blended), Models (0), Securities (0), and Vendor Shared (checkbox).
- Model History:** A section for tracking model changes.
- Model Allocations:** A section for adding component models. It includes a search box labeled 'Add a component model for this Blended model: -Search-' and an 'Add' button.
- Component Model Table:** A table with columns for Model Name, Description, Category, Allocation Target %, and Weighted Target %.
- Security Allocations:** A table for underlying securities, including columns for Symbol, Description, Type, Category, Weighted Target %, and Rebalance Bands.

Callouts provide additional information:

- 'You can also rebalance portfolios assigned to the model from this page.'
- 'Use the **Search** box to find models to add to your blended model.'
- 'Click the **▼** icon next to each model name to see the weighted target for each component security.'
- 'The target percentages you enter for the component models must add up to 100%.'
- 'If more than one model contains the same security, iRebal adds up the weighted targets and bands and uses those totals as the target bands for the blended model.'



## Tip

The target allocations you enter for each model cause iRebal to calculate weighted targets for the underlying security. For example, if a model has a 50% target in a blended model and a security within that model has a 30% target, that security will have a 15% weighted target in the blended model.

# Building iRebal models: Replace a security in multiple models

Use a shortcut to quickly replace one security with another across multiple security models. To implement the change, click the **Rebalance** button. You can also use the **Replace Security** or **Adjust Security** submission to generate targeted trades without a full rebalance or trade of other securities.

The screenshot shows the iRebal interface with a modal dialog titled "Replace a Security". The dialog indicates that 2 security models are selected. It shows a table with columns for "Replace this security" and "With this security", both currently set to "-Select-". Below the table are "Cancel" and "Replace security" buttons. A callout points to the "Actions" dropdown menu, stating "...then choose **Replace Security** from the **Actions** dropdown menu." Another callout points to the "Contains Security" filter in the right-hand sidebar, stating "Enter the security you want to replace, as well as the security that will replace it." A third callout points to the checkboxes in the table, stating "First click the checkbox to select the models in which you would like the replacement to occur..."



## Tip

The target and rebalance bands, as well as the trading rules for the old security, are applied to the new one. If any selected models already contain the new security, the new and existing targets are added together to determine the new aggregate target. The rebalance bands work similarly.

You can use the **Contains Security** filter to easily find the models that include the security you want to replace.

# Creating portfolios: Assign accounts to portfolios

Before you can rebalance an account, you must assign it to a portfolio. Choose **Unassigned Accounts** from the **Clients** dropdown menu on the header bar, then assign one or several accounts to a portfolio that can then be rebalanced against a model.

The screenshot shows the iRebal interface with the 'Unassigned Accounts' section. The interface includes a header bar with navigation options: Home, Reports, Clients, Models, Rebalancing, and Order Blotter. A 'Help' button is also present. The 'Unassigned Accounts' section has an 'Import' button and an 'Actions' dropdown menu. The 'Actions' menu is open, showing options: 'Assign selected accounts to a single household', 'Assign each selected account to its own portfolio', and 'Export'. A table of accounts is displayed, with columns for Account, Name, Type, Balance, and Date. Several accounts are selected with checkboxes. A notification box at the bottom right indicates '2 Portfolios Created'.

**Unassigned Accounts** Import Actions

Account ↑

1234-XXXX  
2345-XXXX  
 3456-XXXX  
 4567-XXXX  
 5678-XXXX  
6789-XXXX  
7890-XXXX  
8901-XXXX  
9012-XXXX  
0123-XXXX  
1234-XXXX  
2345-XXXX  
3456-XXXX  
4567-XXXX  
5678-XXXX  
6789-XXXX  
1234-XXXX  
2345-XXXX  
3456-XXXX  
4567-XXXX  
5678-XXXX

Bill Bucks  
Dora Dollar  
Suzy Stocks  
Billy Bonds  
Francine Fund  
Marty Mutual  
Quentin Quarter  
Patty Penny  
Christy Currency  
Suzy Stocks

\$368,019  
\$209,950  
\$0  
\$295,000  
\$0  
\$0  
\$349,417  
\$95,402  
\$752,286  
\$12,937  
\$169,139  
\$27,534  
\$0  
\$56,397  
\$103,456  
\$180,943

Liv Trust  
Liv Trust  
Sep  
Dsg Ben In  
Liv Trust  
Liv Trust  
Rollover  
Rollover  
Roth Contrib  
Roth Contrib  
Comm Prop  
Rollover  
Ten Com  
Jt Ten  
Contrib  
Jt Ten

TAXABLE  
TAXABLE  
DEFERRED  
TAXABLE  
TAXABLE  
TAXABLE  
DEFERRED  
DEFERRED  
ROTH  
ROTH  
TAXABLE  
DEFERRED  
TAXABLE  
TAXABLE  
DEFERRED  
TAXABLE

02/12/2010  
06/19/2019  
06/02/2011  
01/20/2000  
09/30/2003  
12/14/2017  
09/30/2003  
02/02/2021  
01/22/2007  
01/25/2019  
06/22/2018  
05/23/2013  
10/01/2003  
04/14/2010  
11/09/2018  
09/18/2020  
06/02/2011  
04/30/2019  
11/25/2020  
05/18/2011  
12/17/2021

0800-XXXX  
0801-XXXX  
0802-XXXX  
0803-XXXX  
0804-XXXX  
0805-XXXX  
0806-XXXX  
0807-XXXX  
0808-XXXX  
0809-XXXX  
0810-XXXX  
0811-XXXX  
0812-XXXX  
0813-XXXX  
0814-XXXX  
0815-XXXX  
0816-XXXX  
0817-XXXX  
0818-XXXX  
0819-XXXX  
0820-XXXX

You can assign multiple related accounts to a single household portfolio. iRebal rebalances all of these accounts as a single entity, so use this option only for accounts owned by the same client or family.

You can use the **Import** button to create several household portfolios simultaneously.

Use this option to assign each selected account to its own portfolio. The system generates portfolio names based on the account name and number.

First click the checkbox to select each account that you wish to assign to a portfolio.

Once the accounts have been assigned to a portfolio, you see a notification. Click the **Portfolio inventory** link to assign models or select **Clients > Portfolios** from the header bar.

Home Reports Clients Models Rebalancing Order

Import Actions

✓ 2 Portfolios Created  
You can stay here to assign more accounts to iRebal portfolios, or you can begin configuring your portfolios by going to the [Portfolio inventory](#).

# Creating portfolios: Assign models to portfolios

Next assign a model to a portfolio. Choose the **Portfolios** page from the **Clients** dropdown menu, then use the **Model** dropdown menu to assign models to the portfolio.

The screenshot displays the 'Portfolios' page in the Rebal software. The interface includes a top navigation bar with 'Home', 'Reports', 'Clients', 'Models', 'Rebalancing', and 'Order Blotter'. Below the navigation bar, there are buttons for 'Rebalance', 'Create', 'Import', and 'Actions'. A table lists various portfolios with columns for Name, Status, Value, CustCat, and Model. A callout box points to the 'Import' button, stating: 'You can import model or category assignments using the **Import** dropdown menu.' Another callout points to the 'Model' dropdown menu for a portfolio, stating: 'Use the **Model** dropdown menu to assign models to a portfolio one at a time.' A third callout points to the 'Actions' dropdown menu, stating: 'To assign the same model to multiple portfolios, click the checkbox next to each portfolio name, then choose **Edit** from the **Actions** dropdown menu to view the **Edit Multiple Portfolios** page.' On the right side, there is an 'Additional Filters' panel with a 'Created On' filter selected, and a callout box stating: 'Use the **Created On** filter on the **Additional Filters** panel to quickly find the portfolios you just added.'

Name	Status	Value	CustCat	Model	YTD G/L	Notes	Last Result	Additional Filters
<input checked="" type="checkbox"/> Nancy Nickel		\$1,138,865	QA Testing	DEMO - 90/10			0 05/16/2023	<b>Missing accounts (11)</b> Taxability Pending Results Next Date <b>Created On</b> Created By Edited On Edited By Clear all filters
<input checked="" type="checkbox"/> Bill Bucks		\$436,789	QA Testing	DEMO - 90/10			0 05/16/2023	
<input checked="" type="checkbox"/> Dora Dollar		\$473,765	SMA	DEMO - 90/10			0 05/16/2023	
<input checked="" type="checkbox"/> Harry Half...		\$965,146	group 3	DEMO - 90/10	0	4567-XXXX	1 -- 0 05/16/2023	
<input checked="" type="checkbox"/> Chris Cash...		\$320,464	group 3	DEMO - 30/70	0	5678-XXXX	1 -- 0 04/27/2023	
<input type="checkbox"/> Quentin Qu...		\$40,372	SMA	DEMO - 30/70	0	6789-XXXX	1 -- 0 04/27/2023	
<input type="checkbox"/> Patty Penny		\$57,962	group 4	(none)	0		0 04/27/2023	
<input type="checkbox"/> Christy Cur...		\$1,228,610	QA Testing	DEMO - 10/90	0		0 04/27/2023	
<input type="checkbox"/> Suzy Stocks		\$147,974	SMA	DEMO - 20/80	0		0 04/27/2023	
<input type="checkbox"/> Billy Bonds		\$1,960,804	group 3	DEMO - 30/70	0		0 11/14/2022	
<input type="checkbox"/> Francine Fu...		\$1,032,329	group 4	DEMO - 40/60	0		0 11/14/2022	
<input type="checkbox"/> Marty Mutual		\$925,629	group 4	DEMO - 50/50	0	2345-XXXX	1 -- 0 04/27/2023	
<input type="checkbox"/> Nancy Nickel		\$403,135	SMA	DEMO - 90/10	0	3456-XXXX	1 -- 0 04/27/2023	
<input type="checkbox"/> Bill Bucks		\$19,599	SMA	DEMO - 90/10	0	4567-XXXX	1 -- 0 04/27/2023	
<input type="checkbox"/> Dora Dollar		\$113,906	SMA	DEMO - 90/10	0	5678-XXXX	1 -- 0 04/27/2023	
<input type="checkbox"/> Harry Half...		\$401,063	SMA	DEMO - 90/10	0	6789-XXXX	1 -- 0 04/27/2023	
<input type="checkbox"/> Chris Cash...		\$2,064,554	group 3	DEMO - 30/70	0	1234-XXXX	1 -- 0 11/14/2022	
<input type="checkbox"/> Quentin Qu...		\$149,307	QA Testing	DEMO - 90/10	0	2345-XXXX	1 -- 0 04/27/2023	
<input type="checkbox"/> Patty Penny				MO - 90/10	0	3456-XXXX	1 -- 0 04/27/2023	
<input type="checkbox"/> Christy Curr...				MO - 90/10	0	4567-XXXX	1 -- 0 04/27/2023	
<input type="checkbox"/> Suzy Stocks				MO - 90/10	0	5678-XXXX	1 -- 0 04/27/2023	

# Creating portfolios: Portfolios inventory page

You can also use the **Portfolios** inventory page to create a single portfolio.

**Create a Portfolio** Step 1 of 4

Portfolio name: Bucks household

Cancel Continue

**Select & Assign Account(s) to this Portfolio** Step 2 of 4

Portfolio: Bucks household

Select from the accounts below. Once you assign them, they will be removed from this list.

Acct#	Name	Value	Type	Taxability	Date Ope...	Master Account	
<input type="checkbox"/>	1234-XXXX	Bill Bucks	\$8,804	Indiv	TAXABLE	04/15/2021	0800-XXXX
<input checked="" type="checkbox"/>	2345-XXXX	Dora Dollar	\$132,623	Contrib	DEFERRED	09/10/2019	0801-XXXX
<input checked="" type="checkbox"/>	3456-XXXX	Harry Halfdollar	\$3,078,364	Prtnrshp	TAXABLE	01/29/2009	0802-XXXX
<input type="checkbox"/>	4567-XXXX	Chris Cashmoney	\$0	Liv Trust	TAXABLE	01/26/2010	0803-XXXX
<input type="checkbox"/>	5678-XXXX	Quentin Quarter	\$3,600	Roth Contrib	ROTH	08/16/2017	0804-XXXX
<input type="checkbox"/>	6789-XXXX	Patty Penny	\$36,417	Jt Ten	TAXABLE	02/07/2021	0805-XXXX

Cancel Assign 2 accounts to portfolio

**Additional Filters**

- Missing models (9946)
- Missing accounts (9943)
- Taxability
- Pending Results
- Next Date
- Created On
- Created By
- Edited On
- Edited By

Click **Create** and name the portfolio.

Use the **Select & Assign Account(s) to this Portfolio** window to assign accounts to the new portfolio. After assigning accounts, you can assign a model via the **Model** dropdown menu.

Quickly locate the new portfolio using the **Created On** filter on the **Additional Filters** panel.

# Reports: Cash Report page

The **Cash Report** page gives you a start-of-day accounting of each account's cash to ensure that those levels are within the ranges you have set.

**Cash Report** Rebalance Export

Account	Name	Account Value	Portfolio	Cash Min	Cash Max	Set-Aside ...	Available Cash	Status	Variance %	Variance \$
<input type="checkbox"/> 1234-XXXX	Nancy Nickel	\$250	Nickel household	\$0	\$0	\$0	\$250	Excess	100.0%	\$250
<input type="checkbox"/> 2345-XXXX	Bill Bucks			\$0	\$0	\$250	\$378	Excess	16.6%	\$378
<input type="checkbox"/> 3456-XXXX	Dora Dollar			\$0	\$0	\$0	\$887	In Range	0%	\$0
<input type="checkbox"/> 4567-XXXX	Harry Halfdolla			\$54	\$81	\$34	\$443	Excess	11.1%	\$375
<input type="checkbox"/> 5678-XXXX	Chris Cashmor			\$5,237	\$7,856	\$0	\$0	Shortfall	(2.0)%	(\$6,547)
<input type="checkbox"/> 6789-XXXX	Quentin Quarte			\$78	\$120	\$50	\$2,465	Excess	47.4%	\$2,367
<input type="checkbox"/> 7890-XXXX	Patty Penny			\$0	\$0	\$0	\$0	In Range	0%	\$0
<input type="checkbox"/> 8901-XXXX	Christy Currency	\$1,385	CCurrency	\$0	\$0	\$1,200	(\$1,218)	Shortfall	(88.0)%	(\$1,218)
<input type="checkbox"/> 9012-XXXX	Suzy Stocks	\$5,108	Stocks household	\$51	\$204	\$0	\$1,793	Excess	31.1%	\$1,589

9 of 9 accounts displayed

**Tip:** Click the checkbox next to each account, then click the **Rebalance** button to rebalance them or the **Export** button to export the cash report details.

For accounts with a status of **Excess** or **Shortfall**, these columns show the percentage and dollar value differences between the current cash levels and the established targets.

**Tip**

You can filter for a list of accounts that meet certain criteria and quickly take action on them. For example, click the **Rebalance** button to initiate a **Generate and/or Invest Cash** submission.

# Reports: Allocation Report page

View a start-of-day report of your portfolios' positions to quickly see whether they are within their respective model target range. You can also filter for portfolios that meet specific criteria and use that list to initiate a rebalance.

The screenshot shows the 'Allocation Report' page in the Rebal interface. At the top, there are navigation tabs: Home, Reports, Clients, Models, Rebalancing, and Order Blotter. A 'Rebalance' button and an 'Actions' dropdown are highlighted. Below the navigation, there are filters for Portfolio, Portfolio Value, and Model. A table displays portfolio-level data with columns for In Range, Out of Range, Variance \$, Variance %, and Status. A secondary table shows detailed position-level data with columns for Actual \$, Actual %, Variance \$, Abs Variance, Rel Variance, and Status. On the right, there are 'Additional Filters' and a 'Columns' panel. Callouts provide instructions on how to interact with the interface and explain the meaning of the data columns.

**Callout 1:** Click the checkbox next to each portfolio, then use **Rebalance** to rebalance them or choose **Export** from the **Actions** dropdown menu to export the allocation details.

**Callout 2:** Click the > icon next to each portfolio's name to see its holdings and allocation details. You can view these by position or by asset category.

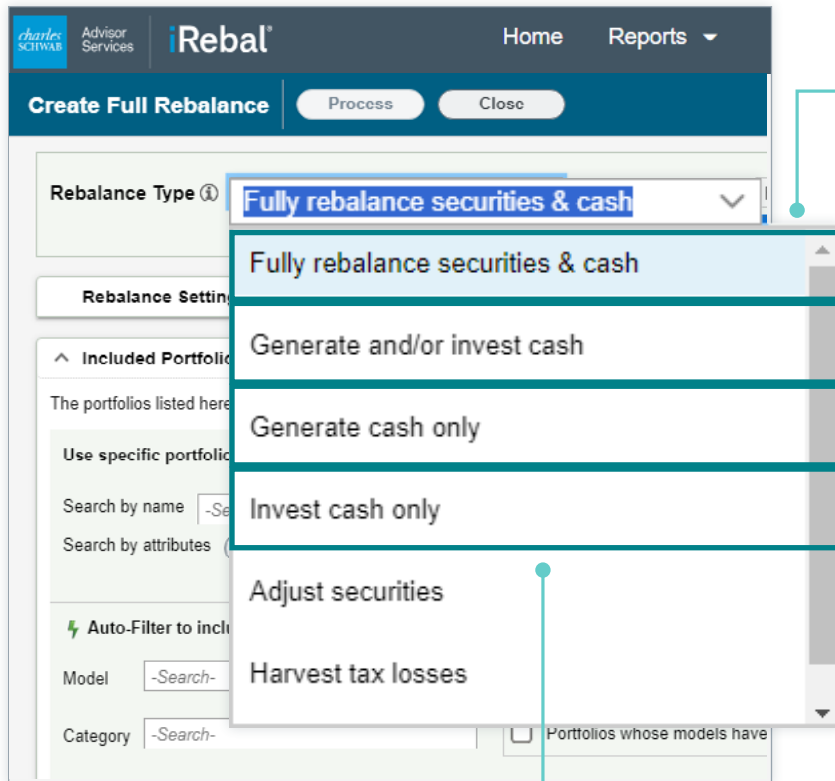
**Callout 3:** The **In Range** and **Out of Range** columns show the portfolio's total number of current positions that are in or out of tolerance with respect to its model targets.

**Callout 4:** The **Variance \$** and **Variance %** columns show the total variance for positions that are out of range of their model targets as a dollar amount and percentage of the portfolio, respectively.

**Callout 5:** The **Status** column shows at-a-glance whether the entire portfolio is within range relative to its model targets. **Out of Tolerance** indicates that at least one position is not within the range set by the model. You will see **Skipped** if the portfolio is not assigned to a model.

# Running rebalances: Full rebalance and cash only rebalances

iRebal offers a variety of rebalance options that can address specific needs around cash. Full rebalance is the most common rebalance type.



The **Fully rebalance securities & cash** rebalance type first seeks to correct cash relative to cash settings at the global, model, or account level, then corrects securities that are beyond the established rebalance bands.

The **Generate and/or invest cash** rebalance type identifies both buy and sell opportunities if either is necessary to generate or invest cash to match global, model, or account-level cash settings.

The **Generate cash only** rebalance type identifies potential sells that can generate cash if the cash level is below the minimum and set-aside values.

Use the **Invest cash only** rebalance type to identify potential buy opportunities to invest cash if the cash level is above the target and set-aside values.

# Running rebalances: Adjust securities option

Use the **Adjust securities** option to focus on adjusting one or more securities to match model or user-defined target percentages.

The screenshot shows the 'Create Adjust Securities' interface in the iRebal system. The 'Rebalance Type' is set to 'Adjust securities'. The 'Rebalance Name' is 'Adj Securities -'. The 'Use iRebal' checkbox is checked. The 'Rebalance Settings' section includes 'Equivalents' (with 'Include Equivalent and Alt Securities' unchecked), 'Allow in:' (with 'Taxable accounts' and 'Qualified accounts' checked), and 'Buy using cash above:' (with 'Cash target' selected). The 'Securities to be adjusted' section has search filters and an 'Advanced Filter' button. The 'Adjust settings' section has 'Order type' set to 'Either Buys or Sells' and 'Target' set to 'Model %'. A table shows 2 securities to be adjusted: BAC and GOOGL. The 'Order Type' dropdown for GOOGL is open, showing options: Model %, Specify %, Add %, and Trim %.

In addition to adjusting a position to the specified target, you can use the **Adjust securities** rebalance type to rebalance a “sleeve”: Simply identify a custom security category and use it to adjust all securities that match that category back to their model targets.

Use these options to allow or prevent iRebal from creating orders in taxable or qualified accounts—or both.

Use this option to indicate whether iRebal can use for purchases all cash above the minimum setting or only amounts exceeding the cash target.

Here you can specify a target percentage, default to the model's percentage, or add or trim an absolute percentage of the current position.

These options let you limit how iRebal identifies potential orders for a given security. You can allow it to buy only, sell only, or buy or sell as needed to meet your targets.

# Running rebalances: Replace securities option

Use the **Replace securities** option to sell specified securities and invest the resulting cash into one or more replacements while controlling the maximum gains for each client.

**Rebalance Type** (Replace securities) | **Rebalance Name** (Replace - 08/21/2023) | **Trade Explanation**

Use iRebal's suggested name

**Rebalance Settings**

**Allow in:**  Taxable accounts  Qualified accounts

**Securities to be Replaced** Search by symbol:  -Search-  Search by attributes:

**Max Gain Settings** Specify values to apply to all securities listed below (optional)  
 ST%   Total%

2 securities to be replaced

Sell	Max Gain		Replace with	Cap Buy %	Swap/Exch
	% to Sell	ST %			
JNJ	100.00%		PG	None	<input type="checkbox"/>
VSPX	100.00%		VFIAX	None	<input checked="" type="checkbox"/>

**Callout 1:** You can also use the **Replace securities** rebalance type to generate mutual fund swap and exchange orders.

**Callout 2:** When the security being replaced and the security(ies) replacing it are mutual funds, use this checkbox to instruct iRebal to generate the orders as a single swap or exchange, when possible.

**Callout 3:** Use this column to designate the percentage of each security to sell, based on the amount currently held within that account type. When you choose 100%, the entire holding of that security is identified for sale.

**Callout 4:** Enter the short-term or total maximum gain for a sale, and iRebal will stop calculating sales when it reaches that threshold. If you leave this field blank, iRebal will continue calculating sales until it reaches the sell percentage regardless of gain.

**Callout 5:** You can limit the purchase amount of the replacement security(ies) by entering a specific target or choosing the model's allocation target.

**Callout 6:** Use this column to list the security(ies) that should replace the ones being sold. You can use the dropdown menu to select multiple replacement securities so long as the percentages total 100%.

# Running rebalances: Tax loss harvest option

Along with the various cash rebalances, there are additional rebalance types, each with its own settings. Use the **Tax Loss Harvest** rebalance type to apply customized rules that help you find and realize losses that meet your selected criteria, target the loss amount to each client, and temporarily invest the proceeds into replacement holdings.

**Rebalance Type:** Tax Loss Harvest

**Rebalance Name:** Harvest - 02/12/2025

**Harvest tax losses the same way as:** Select Tax Loss Harvest To Clone

**Loss detection level:** Lot level (selected), Position level

**Minimum Loss Threshold:** Min % 0.00%, Min \$ \$0.00

**Replace with:** Primary MSFT, Secondary IBM

**Swap / Exchange:**

**Table of Harvested Securities:**

Harvest Symbol	Minimum Loss Threshold		Replace with		Swap / Exchange
	Min %	Min \$	Primary	Secondary	
AAA	0.00%	\$0.00	MSFT	IBM	<input type="checkbox"/>
VSBSX	0.00%	\$0.00	DAAIX	AAAAX	<input checked="" type="checkbox"/>

**Callout 1:** Use the **Tax Loss Harvest** rebalance type to apply customized rules, target the loss amount to each client, and temporarily invest the proceeds.

**Callout 2:** Choose whether you want to sell only when an entire position meets your loss thresholds (**Position level**) or whether you prefer to sell partial holdings when only some lots have met those thresholds (**Lot level**).

**Callout 3:** Enter the symbol of the security that should replace each harvested security. You can select up to two replacements or choose to leave in cash. To wash sale concerns, iRebal automatically considers this security as equivalent to the one it replaced for any rebalance within the next 30 days and prevents buyback of the harvested security for the same period.

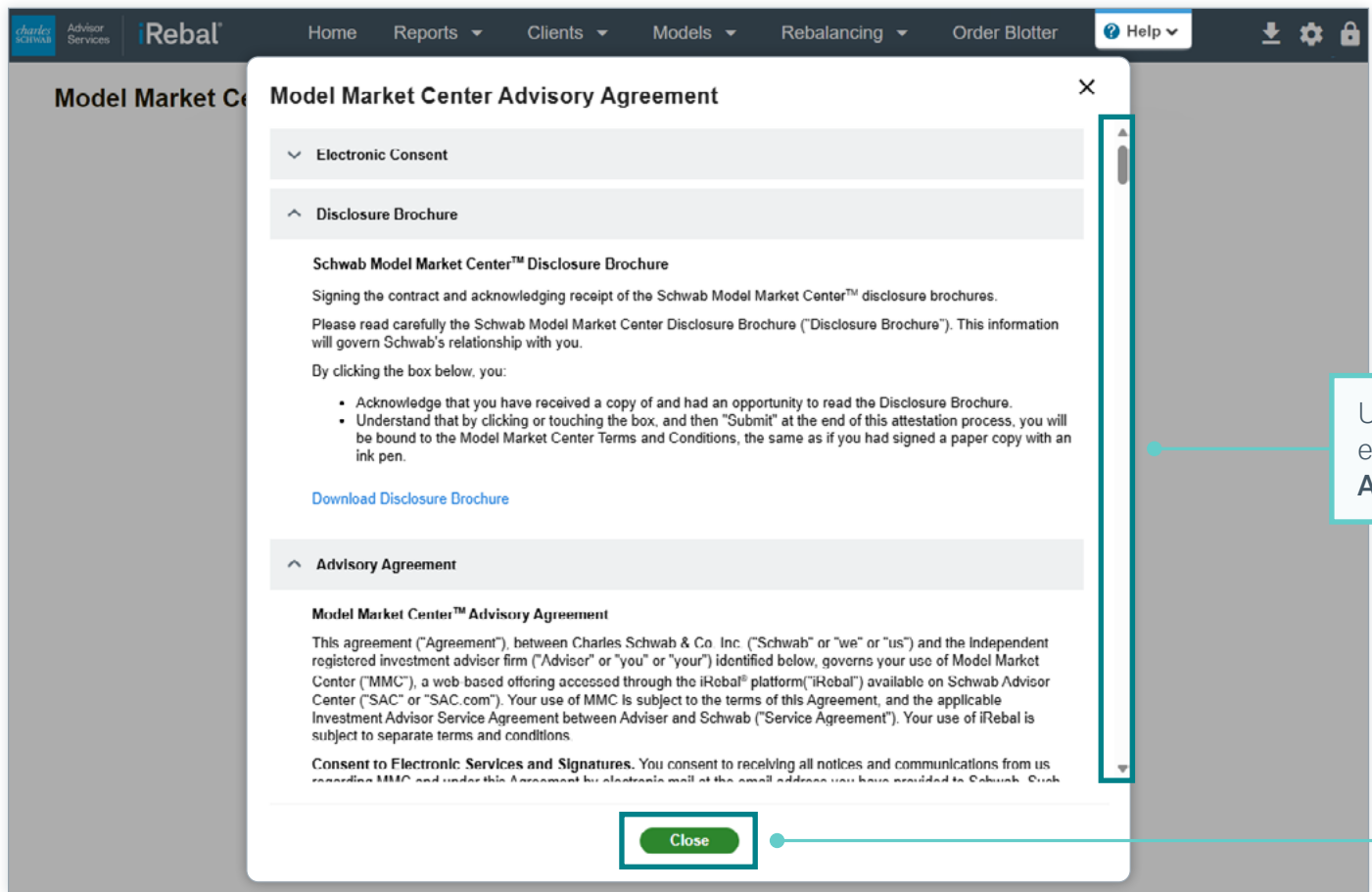
**Callout 4:** Indicate the percentage and dollar amount **Minimum Loss Threshold** for each security. If you leave these fields blank, iRebal will consider any security or tax lot that sees losses as eligible for sale.

**Callout 5:** When the security being replaced and the security(ies) replacing it are mutual funds, use this checkbox to instruct iRebal to generate the orders as a single **Swap / Exchange**, when possible.

# Model Market Center: Get access

Model Market Center™ (MMC) is an advisory platform that makes it easy to access hundreds of models from a wide array of recognized money managers. Most models are available without a Strategist Fee<sup>1</sup> and money managers who list models are covered by Schwab Center for Financial Research. You can select and combine models with your own iRebal models, giving you the flexibility to build portfolios based on your clients' unique needs.

Navigate to MMC using the **Models** dropdown menu. After agreeing to electronic consent, acknowledging the ADV and agreeing to the MMC Advisory Agreement, you enter the MMC.



Use the scroll bar to review and agree to electronic consent, acknowledging the ADV and the **MMC Advisory Agreement**.

Then click **Close** to proceed.

# Model Market Center: Main page

From the **Model Market Center** main page, you can subscribe to a variety of models with or without a Strategist Fee that you can assign to your portfolios or use as part of a blended model.

The screenshot shows the iRebal Model Market Center interface. At the top, there is a navigation bar with 'Home', 'Reports', 'Clients', 'Models', 'Rebalancing', and 'Order Blotter'. Below this is a 'Model Market Center' header with buttons for 'Subscribe', 'Blend', 'Manager Notifications', 'Agreements', and 'Compare in FinMason'. A callout box explains that 'FinMason' is used to compare different models and their potential impacts on a portfolio's projected outcome.

The main area contains a table of models. A callout box explains that users can filter by 'Risk Category' or 'Asset Class' to find models, then drill in more deeply by choosing additional filters or by filtering columns within the grid. Users can remove filters individually or click 'Clear all filters'.

On the right side, there is a 'Columns' panel with a 'Filters' tab. A callout box explains that users can use the 'Columns' tab to hide or show various columns within the inventory grid, scroll to the right to see additional columns, resize, or reorder columns by dragging the borders or headers, and easily reset the grid to its original layout by clicking 'Reset columns'.

At the bottom of the interface, there are links for 'Model Market Center Disclaimer' and 'Disclosure Brochure'. A callout box explains that users can access the Model Market Center ADV at any time [here](#).

Model Name	Manager	Building...	Used for	Tax...	Soci...	Risk Category	Asset Class	Weighte...	# Curren...	Asset Type	Suggested ...	Strate...	Esti...
<input type="checkbox"/> Balanced Model...	Dollar Advisor	Active	Complete S...	No	No	Ultra Conservative: ...	Large Blend	0%	2	Bond	\$1.00	0	
<input type="checkbox"/> Balanced Portfolio	Dollar Advisor	Passive	Complete S...	No	No							0	
<input type="checkbox"/> Balanced Wrap	Dollar Advisor	Passive	Complete S...	No	No							0	
<input type="checkbox"/> Dollar 50/50 Targ...	Dollar Cap A...	Passive	Complete S...	No	No							0	
<input type="checkbox"/> Dollar 60/40 Targ...	Dollar Cap A...	Passive	Complete S...	No	No							0	
<input type="checkbox"/> Dollar 70/30 Targ...	Dollar Cap A...	Mixed	Income	No	No							0	
<input type="checkbox"/> Dollar 80/20 Targ...	Dollar Cap A...	Passive	Income	No	No							12	
<input type="checkbox"/> Nickel ETF Model...	Nickel Inve...	Smart Beta	Sleeve	No	No	Conservative: 10 > ...	Core Equity	0.44%	2	Equity	\$0	0	
<input type="checkbox"/> Nickel ETF Portfolio	Nickel Inve...	Smart Beta	Complete S...	No	No	Conservative: 10 > ...	Large Blend	3.21%	2	Equity	\$0	0	
<input type="checkbox"/> Nickel ETF Wrap	Nickel Inve...	Mixed	Complete S...	No	No	Moderate:25>50%e...	Large Blend	5.12%	5	Mutual Fu...	\$0	0	
<input type="checkbox"/> Penny Portfolio	Penny Inve...	Passive	Complete S...	No	No	Conservative: 10 > ...	Technology	2.86%	3	Equity	\$0	0	

Click the checkboxes to select up to five models at a time, and use the **Subscribe** button to follow a model, or the **Blend** button to subscribe and add the models to a new or existing blended model.

Here are all notifications issued by model managers, regardless of whether your firm is subscribed to them.

Use the **Columns** tab to hide or show various columns within the inventory grid. Scroll to the right to see additional columns, resize, or reorder columns by dragging the borders or headers, and easily reset the grid to its original layout by clicking **Reset columns**.

You can access the Model Market Center ADV at any time [here](#).

# Model Market Center: Main page (continued)

From the **Model Market Center** main page, you can subscribe to a variety of models with or without a Strategist Fee that you can assign to your portfolios or use as part of a blended model.

The screenshot shows the iRebal Model Market Center interface. At the top, there are navigation tabs: Home, Reports, Clients, Models, Rebalancing, Order Blotter, and Help. Below the navigation is the 'Model Market Center' header with buttons for 'Subscribe', 'Blend', 'Manager Notifications', 'Agreements', and 'Compare in F'. A search bar shows 'Items selected: XXXX-XXXX'. The main content is a table with columns: Model Name, Manager, Building..., Used for, Tax..., Soci..., Risk Category, Asset Class, Weights..., # Curren..., Asset Type, Suggested..., Strate..., and Esti. The table lists several models, including 'Balanced Model...', 'Balanced Portfolio', 'Balanced Wrap', 'Dollar 50/50 Targ...', 'Dollar 60/40 Targ...', 'Dollar 70/30 Targ...', 'Dollar 80/20 Targ...', 'Nickel ETF Model...', 'Nickel ETF Portfolio', 'Nickel ETF Wrap', and 'Penny Portfolio'. A right-hand sidebar contains 'Additional Filters' such as 'Used for', 'Building Block Style', 'Risk Category', 'Asset Type', 'Asset Class', 'Strategist Fee', 'Allocation Changes', and 'Allocation Last Updated'. A 'Reset columns' button is at the bottom right of the table area. A footer note states: 'iRebal® is a technology offering of Schwab. Schwab does not provide investment or tax advice. © 2025 Charles Schwab & Co., Inc. ("Schwab") All rights reserved. Member SIPC Model Market Center Disclaimer Disclosure Brochure'.

The column groups organize key data points and model attributes provided by the model managers. You can see the definition for each column by clicking the ⓘ icon.

Each model name is a link that takes you to that **model's detail view**, where you can subscribe to the models you wish to use. Once you subscribe, you see a checkmark next to the manager firm's name.

Use the sophisticated filters to view models based on specific criteria, such as risk categories or asset classes. Enter text or click the ▼ icon to view search criteria. You can clear some or all of the filters within the columns or from above the grid.

**Tip**  
Right-click any cell in the grid to export the entire grid to a CSV file.

# Model Market Center: Model Detail panel

When you click a model name, you see the **Model Detail** panel, where you can subscribe to the model you are viewing. You can review the model's security allocations, asset class, risk category, performance metrics, background, and cost. You can also view manager documents and even save your notes.

The screenshot shows the Rebal Model Market Center interface. The top navigation bar includes 'Home', 'Reports', 'Clients', 'Models', 'Rebalancing', 'Order Blotter', and 'Help'. The main header displays 'Model Market Center' with 'Subscribe', 'Blend', and 'Manage' buttons. The 'Model Detail' panel is active, showing a list of models on the left and a detailed view on the right. The detailed view includes a 'Subscribe' button, a 'Close' button, and a 'Save Note' button. The 'Strategist Fee' is shown as 0 BPS. The 'Security Allocations' section shows 14 securities with columns for Symbol, Description, and Asset Category.

Symbol	Description	Asset Category
\$CASH	Cash	Cash
SCHF	SCHWAB INTERNATIONAL EQUITY ETF	International Equity
SCHO	SCHWAB SHORT TERM US TREASURY ETF	Fixed Income
SCHZ	SCHWAB US AGGREGATE BOND ETF	Fixed Income

Click the **Subscribe** button to subscribe to the model you are viewing.

**Strategist Fee**  
0 BPS

**Overview Documents / Marketing Materials**  
Dollar Product Report

**Security Allocations**  
14 securities

Symbol	Description	Asset Category
\$CASH	Cash	Cash
SCHF	SCHWAB INTERNATIONAL EQUITY ETF	International Equity
SCHO	SCHWAB SHORT TERM US TREASURY ETF	Fixed Income
SCHZ	SCHWAB US AGGREGATE BOND ETF	Fixed Income

This window has a link provided by the manager firm for advisors to access and learn more about the model(s).

The **Security Allocations** window appears after you subscribe to a model. You cannot change the weightings within the model, but you can adjust the trading rules.

If the model charges a **Strategist Fee**, you see it on the screen. An authorized signer at your firm must approve subscriptions to fee-charging models.

# Model Market Center: Model Detail panel (continued)

When you click a model name, you see the **Model Detail** panel, where you can subscribe to the model you are viewing. You can review the model's security allocations, asset class, risk category, performance metrics, background, and cost. You can also view manager documents and even save your notes.

The screenshot shows the iRebal interface. On the left is a list of models with checkboxes. The main area contains a table of securities with columns for Symbol, Description, and Asset Category. Below the table are two expandable sections: 'Performance' and 'Background & Cost'. The 'Background & Cost' section is highlighted with a red box. A callout box points to this section.

Symbol	Description	Asset Category
SCASH	Cash	Cash
SCHF	Schwab International Equity ETF	International Equity
SCHO	Schwab Short Term US Treasury ETF	Fixed Income
SCHZ	Schwab US Aggregate Bond ETF	Fixed Income
SCHR	Schwab Intermediate Term US Trs ETF	Fixed Income
SCHP	Schwab US TIPS ETF	Fixed Income
SCHX	Schwab US Large Cap ETF	Equity - U.S.
FNDF	Schwab Fundamental Intl Large Com ETF	International Equity
SCHG	Schwab US Large Cap Growth ETF	Equity - U.S.

The **Background & Cost** window offers general information about the manager firm.

# Model Market Center: Advisor Management Fee Authorization

This is the agreement that an authorized agent at your firm must approve before you can subscribe to any models that include a Strategist Fee.

The screenshot shows the Rebal Advisor Services interface. A modal window titled "Model Market Center™ Advisor Management Fee Account Authorization" is open. The modal has a table with columns "Manager Model Name", "Signor ID", and "Date". Below the table is a large text area containing the following text:

Advisor ("IA") hereby authorizes and agrees to pay fees and other charges, as applicable, from the IA's Charles Schwab & Co., Inc. (Schwab) Management Fee Account, entered below, to the model manager(s) and Schwab in the amounts indicated in the applicable Model(s) with a Strategist Fee which are subscribed to in Model Market Center™. This authorization is continuous and shall remain in full force and effect until revoked or terminated by IA via written notice to Schwab. Schwab shall have no duty of inquiry. Until Schwab receives such revocation, Schwab is entitled to act on such authorization. Any revocation of authorization(s) shall have no effect on any liability which results from services initiated or delivered before Schwab receives notice of revocation. Unless revoked or terminated by IA, this authorization shall continue to apply to IA's successors and assigns. The authorization shall inure to the benefit of Schwab and of its successor firm or firms, irrespective of any change or changes at any time in the personnel thereof for any causes whatsoever and of the assigns of Schwab or any successor firms.

IA hereby agrees to indemnify and hold harmless Schwab, its affiliates and their directors, officers, employees, and agents from and against all claims, actions, costs, and liabilities, including attorney's fees, arising out of or related to reliance on this authorization and Schwab's execution of IA's instructions and to pay promptly on demand any and all losses arising therefrom or debit balance due thereon.

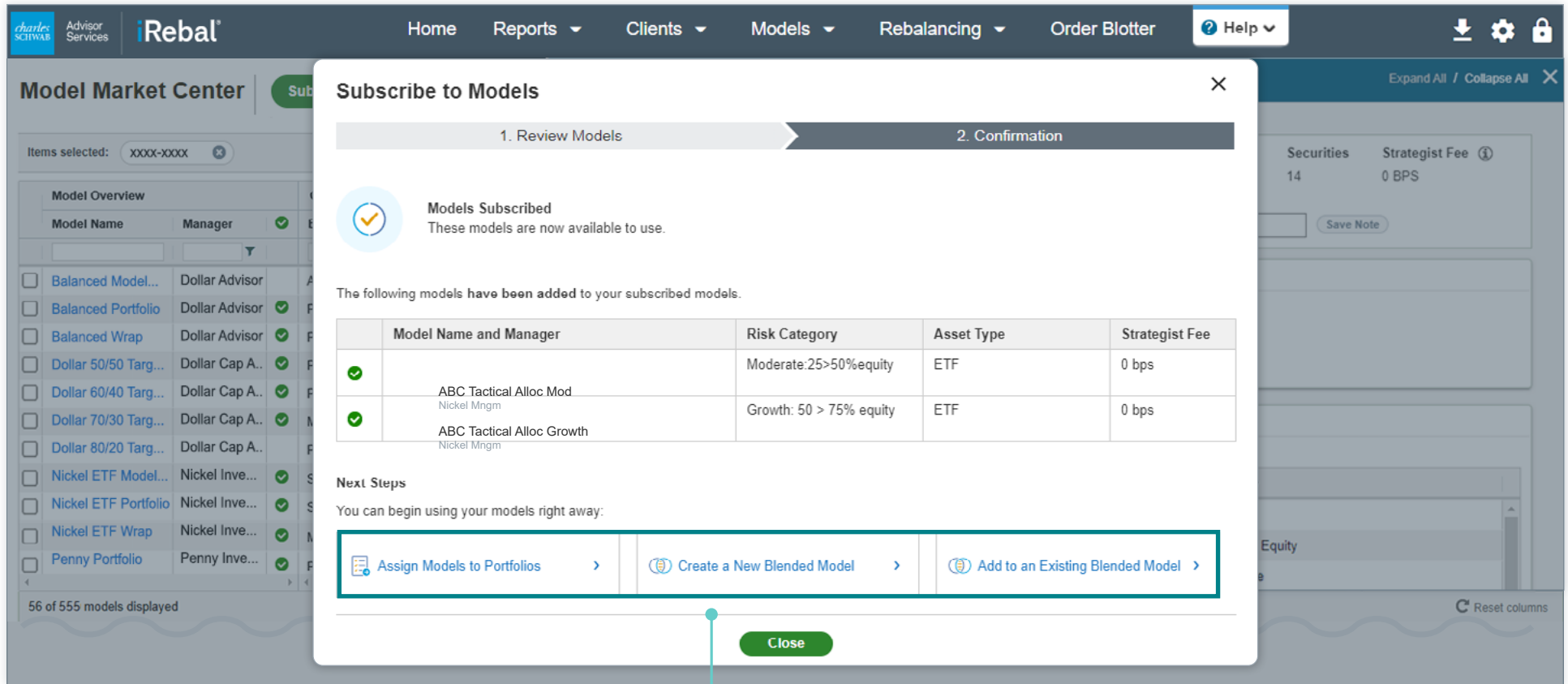
IA, by its duly authorized representative, hereby executes the Authorization.

Management Fee Account Number:  [Edit](#)

At the bottom of the modal are "Close" and "Save" buttons. A callout box points to the "Management Fee Account Number" field with the text: "Someone who can authorize payments from your firm's management fee account must review the authorization, click the checkbox, and enter the Management Fee Account Number." Another callout box points to the "Save" button with the text: "To subscribe to the paid model, click Save."

# Model Market Center: Subscription confirmation page

After subscribing to one or more models, you will be presented with a confirmation page reflecting your selection.



Use these options to take immediate action on your new subscriptions by assigning models to clients or incorporating them into a new or existing blended model.

# Model Market Center: Subscribed models

All the models you have subscribed to appear on the **Models** page inventory. Use the **Name** links to access security target allocations and other details.

The screenshot shows the 'Models' page in the Rebal interface. At the top, there are navigation tabs: Home, Reports, Clients, Models, Rebalancing, and Order Blotter. Below these are buttons for 'Rebalance', 'Create', 'Import', 'Actions', and 'FinMason'. The main area is a table with columns: Name, Type, Status, Securities, Allocation Last Updated, Manager, and Portfolios. A sidebar on the right contains 'Additional Filters' and 'Columns'.

Name	Type	Status	Securities	Allocation Last Updated	Manager	Portfolios
70/30	Blended			14 09/20/2023		0
75/25	Blended			5 11/25/2024		0
80/20	Blended					0
Active Asset Allocation E...	Security				al Advisors	0
Active Asset Allocation E...	Security				al Advisors	0
Active Asset Allocation E...	Security				al Advisors	0
Active Asset Allocation E...	Security				al Advisors	0
Active Asset Allocation E...	Security				al Advisors	0
Active Asset Allocation E...	Security				al Advisors	0
Active Asset Allocation E...	Security				al Advisors	0
Aggressive	Security					0
Bens Model	Security			5 01/22/2025		6
BensBlended Model	Blended	Incomplete		0 02/08/2024		0
BensModelTemp	Security	Incomplete		0 12/15/2024		0
Dollar 50/50 Targ...	Security			6 12/15/2024		1
Dollar 60/40 Targ...	Blended	Incomplete		0 08/16/2024		0
Dollar 70/30 Targ...	Security			8 02/26/2025	Dollar Advisor	0
Dollar 80/20 Targ...	Security			12 02/26/2025	Dollar Advisor	0
Nickel 60/40 Model...	Security			22 03/18/2025	Nickel Advisor	0

You can unsubscribe from a Model Market Center model by clicking the checkbox for that model and choosing **Delete** from the **Actions** dropdown menu.

The red envelope icons indicate that a manager has made changes to the model. The icon is red until you read the notification, after which it is white. Click the icon to open the **Model History** module to review the changes.

View details for any subscribed model by clicking the link to open the **Edit a Subscribed Model** panel.

Use the filters to quickly locate models within your inventory by clicking **Yes** on the **MMC Model** dropdown menu.

# Model Market Center: Edit a Subscribed Model panel

Use the **Edit a Subscribed Model** panel to customize elements of each subscribed model and to review the history of changes made to a model over time.

**Manager's Model Name**: NickelConserv  
**Manager**: Nickel Investments LLC  
**iRebal Model Name**: 11-19 Years Conservative | [edit](#)  
**Model Description (optional)**: Conservative 80/20 model | [edit](#)  
**Type**: Security  
**Securities**: 14  
**Strategist Fee**: 30 BPS | [edit](#)

[View more Model Details in the Model Market Center](#)

Use this link to view additional model details in the Model Market Center.

You can edit a model's name and description in iRebal, but the **Manager's Model Name** cannot be changed.

**Security Allocations**  
 14 Securities  
 Add securities to this model: [input]

Securities				Rebalance Bands			Trading Rules	
Symbol	Description	Type	Test8692	Target %	Use Default ...	Min %	Max %	Use Sec Mas...
\$CASH	Cash	CASH	AATest508	1.0	<input type="checkbox"/>	0.97	1.14	<input checked="" type="checkbox"/>
ARB	ALTSHARES MERGER A...	EQUITY	EventDriven	6.0	<input type="checkbox"/>	5.82	6.84	<input type="checkbox"/>
ASHR	XTRCKR HRVST CSI 30...	EQUITY	ChinaRegion	4.1	<input type="checkbox"/>	3.98	4.67	<input type="checkbox"/>
BIL	SPDR Blmbg 1-3 Mth T-B...	EQUITY	UltraShBnd	5.0	<input type="checkbox"/>	4.85	5.70	<input type="checkbox"/>
IEI	ISHARES 3-7 YEAR TRE...	EQUITY	InternGov	10.4	<input type="checkbox"/>	10.09	11.86	<input type="checkbox"/>
IJH	ISHARES CORF S&P MI	FQUITY	MidCapBlend	5.0	<input type="checkbox"/>	4.85	5.70	<input checked="" type="checkbox"/>

Expand the **Model History** module to view all changes made to a model—by either the manager firm or someone at your firm.

You cannot change the target percentage in a subscribed model. To modify **Rebalance Bands** or **Trading Rules**, click the checkboxes in the **Use Default** or **Use Sec Master** column.

# Understanding results: Overview and Rebalance Results page

The **Rebalance Results** page gives a high-level view of the orders that iRebal is presenting.

Use the **Name** links to open the summary for each rebalance.

Use the **View Aggregate Orders** button to see all rebalance results across portfolios.

Click the **Refresh** button to see updates to order status or details.

Use these **Name** links to view the Portfolio Result Detail page.

**Pending** status indicates that a portfolio is ready for your review. Using the **Approval Status** column, you can approve, refuse, or resubmit individual portfolios. Click the checkboxes next to the portfolio names and use the **Actions** button at the top of the page to do the same for multiple portfolios.

Click the link in the **Rebalance Name** column to view the rebalance settings. This feature lets you review parameters for a directed trade—for example, a security adjustment or tax harvest.

**Tip**  
You can also use the **Actions** button at the top of the page to export a PDF of the results for the portfolios whose checkboxes you have selected.

**Approval Status Summary**

	Total	# Pending	# Approved	# Refused
Portfolio Results:	396	45	0	0

**Rebalance Results Table**

Name	ID#	Type	Schedule Type	Completed On*	Owner	Portfolios	With Orders	Approved
Multiple - Full Reb - 05/23/2023								
Multiple - Full Reb - 05/23/2023								
Multiple - Full Reb - 05/23/2023								
Multiple - Full Reb - 05/23/2023								
Multiple - Full Reb - 05/23/2023								
Multiple - Full Reb - 05/23/2023								
Multiple - Full Reb - 05/23/2023								
Multiple - Full Reb - 05/23/2023								
Multiple - Full Reb - 05/23/2023								
Multiple - Full Reb - 05/23/2023								

**Rebalance Information**

Rebalance Type	Full rebalance
Schedule Type	ADHOC
Owner	DA Test123

**Rebalance Results Table (Detailed)**

Name	Original Outcome	Approval Status	Completed On	Market Val \$	Category	Orders	Total Trade \$	Edited	Acct Cash in Range	ST G/L \$	LT G/L \$	Total G/L \$	Realized YTD Total G/L \$	Notes	Penalty \$	Wash Sale
<input type="checkbox"/> Nickel house...	Orders	Pending	05/23/2023 9:03 AM ET	\$2,660		3	\$3,700	N	N	--	--	--		0	\$0	
<input type="checkbox"/> Bill Bucks	Orders	Pending	05/23/2023 9:03 AM ET	\$69,756	TestCat4	19	\$124,609	N	Y	--	--	--		0	\$0	
<input type="checkbox"/> Dora Dollar	Orders	Pending	05/23/2023 9:03 AM ET	\$316,502	TestCat4	21	\$565,621	N	Y	--	--	--				
<input type="checkbox"/> Harry Halfdo...	Orders	Pending	05/23/2023 9:03 AM ET	\$76,017.70		17	\$27,479,967	N	Y	--	--	--				

# Understanding results: Aggregate Orders page

The **Aggregate Orders** page shows you aggregated rebalance results across all portfolios. It is designed to help you quickly understand the results and to highlight any outliers.

The screenshot shows the iRebal interface with the following elements:

- Navigation Bar:** Home, Reports, Clients, Models, Rebalancing, Order Blotter, Help.
- Page Header:** Aggregate Orders, Back, Export.
- Summary:** Rebalance ID: 4342535, Rebalance type: Full rebalance.
- Table:** A table with columns: Type, Category, # Ports, # Accts, Trans Type, Total Order ... (two columns).
- Table Data:**

Type	Category	# Ports	# Accts	Trans Type	Total Order ...	Total Order ...		
AUY	Yamana Gold Inc	Equity	Uncategorized	1	1	Sell	\$1,164	200.0000
CSRIX	COHEN & STEE...	Mutual Fund	RealEst	1	1	Sell	\$13,236	289.6190
DFUSX	DFA US LARGE...	Mutual Fund	LgBlend	2	2	Sell	\$87,759	3,018.8740
DFIGX	DFA INTERMED...	Mutual Fund	IntermGov	1	1	Sell	\$45,085	4,069.0580
CSRSX	COHEN & STEE...	Mutual Fund	RealEst	1	1	Sell	\$67,675	1,062.2330
EWA	ISHARES MSCI...	Equity	MiscRegion	1	1	Sell	\$4,285	200.0000
- Callouts:**
  - Top section: "The top section of the page displays any securities with pending or approved orders in the rebalance, which you can sort and filter."
  - Export button: "To export this data, click one or more checkboxes, then click the **Export** button."
  - Table row: "Click any row in the table to see all accounts and portfolios containing the order; they appear at the bottom of the screen."
  - Portfolio links: "Use the portfolio links to edit orders for a specific portfolio. Click the portfolio name to access the **Portfolio Result Detail** page. Once you have edited orders, close that page to return to this one. The details on that page update dynamically based on your saved edits."
- Account Order Details Table:**

Acct #	Portfolio ↑	Tax	Trans Type	Order Amount \$	E...	ST G...	LT G...	Total...	Curr...	After...	Curr...	After...
1234-XXXX	Nickel household	D	Sell All	\$43,879	509.4370	--	--	--	100.0%	0%	0%	0%
2345-XXXX	BBucks	D	Sell All	\$43,879	509.4370	--	--	--	100.0%	0%	0%	0%

# Understanding results: Portfolio Result Detail page (Summary and Cash Values)

For each portfolio on the **Rebalance Results** page, you can click the portfolio link to review the impact of the rebalance on that particular portfolio. As you make edits, the rest of the page automatically updates to reflect your changes. After you have made your edits, all orders you approve go to the **Order Blotter**. Scroll down for more information.

After you have completed your review, you can click the **Refuse** button to refuse the order—which causes iRebal to ignore it until you resubmit it—or click the **Approve** button, which sends the order to the **Order Blotter**, where you can submit it for execution.

Use the **View Explanations** button to understand the logic that iRebal encountered during portfolio analysis; this helps you understand why your settings caused orders to be presented during this rebalance or not.

Hover over an account number to see details about the account, including the name and type, cash minimum, target values, and any set-aside and extra cash.

ORDERS	Before Advisor Edits		After Advisor Edits	
	Qty	Value	Qty	Value
<b>Total Trades</b>	<b>2</b>	<b>\$4,284.35</b>	<b>0</b>	<b>\$0.00</b>
Buys	1	\$2,321.32	0	\$0.00
Sells	1	\$1,963.03	0	\$0.00
Penalties	0	\$0.00	0	\$0.00

TAX INFO	Pre-Rebalance	Post-Rebalance Values (Estimated)	
	Realized YTD Values	Before Advisor Edits	After Advisor Edits
<b>Total gain/loss</b>	<b>(\$99)</b>	<b>\$0.00</b>	<b>\$0.00</b>
Short-term	(\$99)	\$0.00	\$0.00
Long-term	\$0	\$0.00	\$0.00

Account	Accounts with cash in range: 0 of 1				Adjustments	Accounts with cash in range: 1 of 1			
	Available	Unavailable				Total	Available	Unavailable	
1234-XXXX	590.42	590.42	0	▲	(\$358.29)	232.13	232.13	0	✓
<b>Portfolio Total</b>	<b>590.42</b>	<b>590.42</b>	<b>0</b>		<b>(\$358.29)</b>	<b>232.13</b>	<b>232.13</b>	<b>0</b>	

# Understanding results: Portfolio Result Detail page (Orders)

The **Orders** section displays the potential buys and sells that iRebal has identified for each account in the portfolio.

The screenshot shows the iRebal interface with the following components:

- Navigation Bar:** Home, Reports, Clients, Models, Rebalancing, Order Blotter, Help.
- Page Header:** Portfolio Result Detail, Save, Export PDF, Close.
- Orders Section:** Includes a "Buy an unheld security" button and a "Show | Hide positions with no orders" toggle.
- Current position table:**

Acct#	T...	Symbol	Mkt Val \$	Shares	Cost \$	Unr G/L \$	G/L %
>	D	VTI	\$39,779.80	183.4650	\$39,779.80	0	0
>	D	AVDV	\$6,810.37	118.4000	\$6,810.37	0	0
>	T	AVDV	\$5,176.80	90.0000	\$5,176.80	0	0
>	T	IJH	\$20,600.80	80.0000	\$20,600.80	0	0
>							
>							
>							
>							
>	T	MIGFX	\$25,618.41	708.0820	\$25,618.41	0	0
- Orders table:**

Trans Type	Amt	Shares	Order Type
SELL	(\$19,669.43)	(90.7200)	D
SELL ALL	(\$6,810.37)	(118.4000)	S
SELL	(\$2,502.32)	(56.1000)	D
SELL	(\$9,072.87)	(67.3300)	D
SELL ALL	(\$53,183.05)	(706.0000)	S
BUY	\$8,806.10	81.2800	D
BUY	\$5,895.18	27.1900	D
BUY	\$16,207.43	142.0900	D
SELL ALL	(\$5,176.80)	(90.0000)	S
SELL	(\$740.43)	(2.8800)	D
BUY	\$2,105.42	5.6200	D
SELL ALL	(\$38,155.77)	(706.0000)	S
BUY	\$1,808.87	22.5100	D
BUY	\$11,599.54	119.5400	D
BUY	\$2,095.38	(2.2200)	D
BUY	\$13,896.74	561.9400	D
SELL ALL	(\$25,618.41)	(708.0800)	S

If you need to buy a security that is not already held in an account, use the **Buy an unheld security** button, choose the security, then enter the purchase amount and the account where the buy should be processed.

Use this toggle to show all positions, or to hide positions with no orders.

You can update the transaction type to buy, sell, sell all, buy to open, sell to open, buy to close, sell to close, or none.

In this column, numbers in bold indicate that iRebal will continue pulling quotes and rounding the order quantity until order submission, based on the most recent price and the rounding parameters you have set.

These columns show sells (as negative values) and buys (as positive values) in either dollar or share amounts. You can update these values by typing new values into the relevant cells.

In this column, numbers shown in bold indicate that the quantity will be locked after approval and will not change based on price fluctuations of that security.

# Understanding results: Portfolio Result Detail page (Allocations)

The **Allocations** section helps you confirm that each position is in range of its model target.

**Allocations in range: 4 of 17**

Allocation	Target	Actual %	Variance \$	Adjustment	Position Adjustment	Value \$	Actual %	Variance \$
SCASH		11.8%	\$85,793.33 ▲	\$12,721.47 ▼	\$98,514.80	\$93,772.11	11.8%	\$85,793.33 ▲
DD		0%	\$0 ✓	\$53,183.05 ▲	(\$53,183.05)	\$0	0%	\$0 ✓
MTUM		4.7%	(\$2,303.99) ▼	(\$2,303.99) ▼	\$0	\$37,589.92	4.7%	(\$2,303.99) ▼
VSS		4.2%	(\$10,520.41) ▼	\$19,326.51 ▼	\$8,806.10	\$33,362.89	4.2%	(\$10,520.41) ▼
SLYV		7.7%	(\$2,138.58) ▼	(\$2,138.58) ▼	\$0	\$61,691.67	7.7%	(\$2,138.58) ▼
VTI		13.0%	(\$8,290.87) ▼	\$5,483.38 ✓	(\$13,774.25)	\$103,412.08	13.0%	(\$8,290.87) ▼
IEI		14.5%	(\$20,222.27) ▼	\$36,429.70 ▼	\$16,207.43	\$115,417.02	14.5%	(\$20,222.27) ▼
AVDV	\$0	(0.0)%	(\$0.00) ✓	\$11,987.17 ▲	(\$11,987.17)	(\$1.82)	(0.0)%	(\$0.00) ✓
IJH	\$31,915.20	3.9%	(\$478.66) ✓	\$261.78 ✓	(\$740.43)	\$31,436.47	3.9%	(\$478.66) ✓
VEA	\$71,809.20		(\$2,132.93) ✓	\$369.39 ✓	(\$2,132.93)			(\$2,132.93) ✓
QUAL	\$39,894.00		(\$2,961.03) ▼	\$4,006.43 ✓	(\$2,961.03)			(\$2,961.03) ▼
DOW	\$0		\$0 ✓	\$38,155.77 ▲	(\$38,155.77)			\$0 ✓
VNQ	\$27,925.80		(\$2,428.80) ▼	\$4,237.67 ▼	\$0			(\$2,428.80) ▼
STIP	\$79,788.00		(\$14,213.65) ▼	(\$25,813.19) ▼	\$14,213.65			(\$14,213.65) ▼
SPEM	\$55,851.60		(\$3,189.08) ▼	(\$5,284.45) ▼	\$3,189.08			(\$3,189.08) ▼
SPAB	\$87,766.80		(\$16,911.23) ▼	(\$30,807.97) ▼	\$16,911.23			(\$16,911.23) ▼
MIGFX	\$0		\$0 ✓	\$25,618.41 ▲	(\$25,618.41)			\$0 ✓
<b>Portfolio Total</b>		<b>100.0%</b>						
<b>with Exclusions</b>								

**Allocations in range: 6 of 17**

**Adjustment**

**Position Adjustment**

**Value \$**

**Actual %**

**Variance \$**

This column displays the change in the amount of the security held if the proposed orders are executed. Positive numbers indicate a net buy, and negative numbers indicate a net sell. When you add or edit orders in an account, these figures update to reflect your changes.

These two columns indicate the weight of each security before (left column) and after (right column) the rebalance. In both cases, arrows pointing up indicate a security's weight being above the maximum band specified in the model; arrows pointing down indicate a weight below the minimum. A green checkmark means the security is or will be within range.

# Order Blotter: Overview

Once you have reviewed each portfolio in the rebalance and are ready to execute trades, click the **Order Blotter** link to ensure that all of your trades are ready, then submit them. The **Order Blotter** enables you to follow all the steps of the trading process without leaving the page.

The screenshot shows the Order Blotter interface with a table of orders. The table has columns for Account, Account Name, Symbol, Order Status, Trade Message, and order details. A callout menu is open for the 'Approved' status, showing actions like Submit, Manually submit, Cancel, Place on hold, Mark as executed, and Validate. A 'Refresh blotter' button is visible at the top right of the table area.

Account	Account Name	Symbol	Order Status	Trade Message	Order Type	Quantity	Price	Value	Market
<input type="checkbox"/>	12345678 Nancy Nickel	EILVX	Approved		Buy	Dollars	n/a	\$345,358	n/a
<input type="checkbox"/>	23456789 Bill Bucks	AAPL	Error	You do not have prope...	Buy	Shares	1,939.0000	\$345,358	Market
<input type="checkbox"/>	34567890 Dora Dollar	SDY	Error	You do not have prope...	Sell A				
<input type="checkbox"/>	45678901 Harry Halfdollar	17298CM62	Pending valid		Sell A				
<input checked="" type="checkbox"/>	56789012 Chris Cashmoney	JADAX	Warning	The estimated proceec...	Sell A				
<input checked="" type="checkbox"/>	67890123 Quentin Quarter	VWINX	Warning	Fund will restrict purch...	Sell A				
<input type="checkbox"/>	78901234 Patty Penny	ASXC	Approved		Sell All *	Shares	20.0000	\$10	Market
<input type="checkbox"/>	79012345 Christy Currency	17298CLY2	Approved		Sell A				
<input type="checkbox"/>	90123456 Suzy Stocks	AOK	Approved		Sell A				
<input type="checkbox"/>	12345678 Billy Bonds	BERIX	Approved		Sell A				
<input type="checkbox"/>	23456789 Francine Fund	OXY	Approved		Sell A				
<input type="checkbox"/>	34567890 Marty Mutual	VWEI X	Approved		Sell All *	Shares	5,541.0490	\$29,039	n/a
<input type="checkbox"/>	45678901 Nancy Nickel	38150AFF7	Approved		Sell All	Dollars	n/a	\$3,960	n/a
<input type="checkbox"/>	56789012 Bill Bucks	OGN	Approved		Sell All *	Shares	20.0000	\$388	Market
<input type="checkbox"/>	67890123 Dora Dollar	VENBY	Approved		Sell All *	Shares	1.756.7370	\$15,704	n/a

3405 of 5962 orders displayed

Buttons: Validate, Override, Submit, Cancel, Edit Trade Instn

If you see **Error**, return to the rebalance and correct the trades, as these cannot be submitted until fixed.

Review any **Warning** indication and override it if you want to proceed with the order.

Click a > icon in the **Order Status** column to see all available actions you can take for that order.

To take action on multiple orders at once, click the checkbox next to each order, then use the buttons at the bottom of the page.

**Tip**  
Before clicking **Submit**, it is a good idea to use the **Validate** option to validate each trade. Equity orders must be validated before they can be included in a block trade.

**Tip**  
For details about block trades and other trading best practices for the **Order Blotter** page, see the **Appendix**.

# Order Blotter: Overview (continued)

Review more details and functions available on the **Order Blotter** page.

The screenshot shows the iRebal Order Blotter interface. At the top, there are navigation tabs: Home, Reports, Clients, Models, Rebalancing, and Order Blotter. Below the navigation, there are buttons for 'Create blocks', 'Actions', and 'Import orders'. The main area is divided into 'Active' and 'Closed' tabs, with the 'Active' tab selected. A 'Refresh blotter' button is located in the top right of the active orders section. Below the tabs, there are filter options: 'Saved filters: -No saved filter applied-' and 'Set as default' with 'Delete' and 'Manage filters' buttons. The main table has columns: Account, Account Name, Symbol, Order Status, Trade Message, Order ID, Trans Type, Amt Type, Shr Qty, and Order Am. The table contains 12 rows of order data. A dropdown menu is open for the 'Validated' status of the Harry Halfdollar account, showing actions: Revert to Approved, Submit, Manually submit, Cancel, Place on hold, Mark as executed, and Validate. At the bottom of the interface, there are buttons for 'Validate', 'Override', 'Submit', 'Cancel', and 'Edit Trade Instn'. The status '12 of 12 orders displayed' is shown at the bottom left.

Once you submit your trades, click the **Refresh blotter** button to ensure that each order's status is **Submitted** and that each has an **Order ID** assigned to it. If any trades are in **Warning** or **Error** status and you were submitting buys and sells at the same time, try resubmitting those orders once the sells from the submitted trades have cleared.

In the **Order Status** column, click the > icon next to an order to view all the actions you can take for it.

You can select multiple checkboxes and use either the **Actions** dropdown menu or the buttons at the bottom of the page to take action on multiple accounts at the same time.

The **Active** tab displays approved orders. Once an order is executed, canceled, or expired, it appears on the **Closed** tab.

# Order Blotter: Order amounts

Learn more about the different order amount types that appear on the **Order Blotter** and the impacts they have on one another.

The screenshot shows the iRebal Order Blotter interface. At the top, there are navigation tabs: Home, Reports, Clients, Models, Rebalancing, and Order Blotter. Below the navigation, there are buttons for 'Create blocks', 'Actions', and 'Import orders'. A status bar indicates 'Active Orders as of: 08/28/2023 3:49 PM ET. To update Order Statuses: Refresh blotter'. Below this, there are filter options: 'Saved filters: -No saved filter applied-' and 'Set as default' checkbox. The main table is titled 'Trade Instructions' and has columns: Account, Account Name, Symbol, Order, Amt Type, Shr Qty, Order Amt, Not Held, and Quote. Three rows are highlighted with callout boxes: 'Shares', 'Shares', and 'Shares'. A 'COLUMNS' sidebar is open on the right, showing a list of columns to be displayed, including Trade Message, Order ID, Trade Details, Trans Type, Amt Type, Shr Qty, Order Amt, Trade Instructions, Order Type, Price, Expiration Type, Expiration Date, Not Held, Quote, Trading Volume, 10 Day Avg Vol, % of Avg Vol, History, Order History, Approval Date, and Rebal ID.

Account	Account Name	Symbol	Order	Amt Type	Shr Qty	Order Amt	Not Held	Quote
1234-XXXX	Nancy Nickel	ARKG	App	Shares	1,660.0000	\$51,041	<input type="checkbox"/>	
2345-XXXX	Bill Bucks	DSL	App	Shares	7,096.0000	\$85,312	<input checked="" type="checkbox"/>	
3456-XXXX	Dora Dollar	BDX	Vali	Shares	400.0000	\$113,060	<input type="checkbox"/>	
4567-XXXX	Harry Halfdollar	CAT	Vali				<input type="checkbox"/>	
5678-XXXX	Chris Cashmoney	ICLN	App				<input type="checkbox"/>	
6789-XXXX	Quentin Quarter	SPYG	App				<input checked="" type="checkbox"/>	
7890-XXXX	Patty Penny	SPTM	App				<input type="checkbox"/>	
7901-XXXX	Christy Currency	SPG	App				<input type="checkbox"/>	
9012-XXXX	Suzy Stocks	VFIAX	Wa				<input type="checkbox"/>	n/a
1234-XXXX	Billy Bonds	VGELX	Warning				<input type="checkbox"/>	n/a
2345-XXXX	Francine Fund	VGHAY	Overridden				<input type="checkbox"/>	n/a

Use the **COLUMNS** tab to select the columns you wish to view. You can also sort, resize, and reposition the columns in the grid as needed.

The **Amt Type** column shows the form in which a trade will be sent for execution.

- Equity trades are always set to **Shares**.
- Mutual fund purchases are always set to **Dollars**.
- Mutual fund sells can be set to **Dollars** or **Shares**.

To send specific lot relief instructions for a mutual fund sell, you must set the amount type to Shares, as iRebal does not send these instructions for dollar-based sells.

If **Amt Type** is set to **Dollars**, the **Order Amt** column indicates the exact amount in dollars that will be sent for execution. If the share number was changed on the Portfolio Result Detail page or if this is a **Sell All** transaction, this figure will be an estimate based on the share quantity and will continue to update based on the market price until the order is submitted or closed.

# Order Blotter: Order History column

The **Order History** and **Rebalance ID** columns provide even more information. Please note that you may need to scroll right on the **Order Blotter** page to view some important columns.

The screenshot displays the iRebal Order Blotter interface. At the top, there is a navigation bar with 'Home', 'Reports', 'Clients', 'Models', 'Rebalancing', and 'Order Blotter'. Below this, the 'Order Blotter' section includes buttons for 'Create blocks', 'Actions', and 'Import orders'. A filter bar shows 'Active' and 'Closed' tabs, with a note: 'Active Orders as of: 08/28/2023 3:49 PM ET. To update Order Statuses: Refresh blotter'. A table of orders is visible, with columns for 'Order Status', 'Order History', 'Approval Date', 'Rebal ID', and 'Portfolio'. Two callout boxes highlight the 'Order History' and 'Rebal ID' columns. A 'Trade Details' panel is open, showing a table with columns: Symbol, Last trade, Bid, Ask, Midpoint, Volume, Avg Volume, Rebal ID, and Portfolio. Below this, there are sections for 'Orders', 'Order Instructions', and 'Order History'. The 'Order History' section shows a table with columns: Changes To, Changes By, Time Changed, and Trade Message.

Click a link in the **Order History** column to open the **Trade Details** panel, which provides an audit trail of all actions, order status updates, and execution details.

Click links in the **Rebal ID** column to view the portfolio's rebalance result, including details about individual orders.

The **Order History** view shows:

- The assigned **Order ID** for electronically submitted orders
- The time, quantity, and price of executed orders
- The user who validated, submitted, or canceled the order
- The time the status was updated
- Any trade warnings or errors

# Trading workflow: Edit trade instructions

You can edit the trade instructions for any equity order that has not yet been submitted for execution.

The screenshot displays the iRebal Order Blotter interface. At the top, there are navigation tabs: Home, Reports, Clients, Models, Rebalancing, and Order Blotter. Below the navigation, there are buttons for 'Create blocks', 'Actions', and 'Import orders'. The main area shows a table of orders with columns for Account, Account Name, Symbol, Order Status, Order Amt, Order Type, Price, Expiration, Expiration Date, Not Held, Quote, and % of Avg Vol. A callout box points to the 'Trade Instructions' columns, stating: "You can also edit the trade instructions for a single order by clicking the links in the **Trade Instructions** columns. Viewing all of these columns may require scrolling to the right."

At the bottom of the order list, there are buttons for 'Validate', 'Override', 'Submit', 'Cancel', and 'Edit Trade Instn'. A callout box points to the 'Edit Trade Instn' button, stating: "Click one or more checkboxes and use the **Edit Trade Instn** button at the bottom of the page or in the Actions dropdown menu to open the **Trade Instructions** panel."

The 'Trade Details' panel is open, showing order information for ICLN. It includes fields for Symbol, Last trade, Bid, Ask, Midpoint, Volume, Avg Volume, Rebal ID, and Portfolio. Below this, there are sections for 'Orders' and 'Order Instructions'. The 'Order Instructions' section shows 'Order Type' set to 'Limit' and 'Midpoint' selected as a dynamic price option. A callout box points to the 'Order Type' dropdown, stating: "Select from the following order types: **Market, Limit, Stop, Stop Limit, and Not Held.**"

Another callout box points to the 'Midpoint' dynamic price option, stating: "When you enter a limit order, you can designate a custom price or select a dynamic price option: **Last trade, Bid, Ask, or Midpoint.** For these dynamic options, iRebal automatically sets the limit price to the corresponding value at the time of submission."

A third callout box points to the 'Not Held' checkbox, stating: "You can route **Not Held** orders to a market maker you designate through an algorithm strategy. You can also route them directly to Schwab's Block Desk, which will contact you at the phone number listed for your firm to confirm the execution instructions."

# Trading workflow: Create block orders

iRebal alerts you when there are matching orders that can be turned into a block trade so that you can quickly create the block orders.

To create block trades for specific accounts, click the checkboxes next to those accounts, then use the **Create blocks** button or the **Create Blocks** link in the yellow banner to proceed.

**Combine Orders**

This feature allows you to combine similar orders into a block trade. If you continue, all orders (or all selected orders) that are identical in the following fields will be combined into one block order: transaction type, symbol, order type, limit price, stop price, and expiration.

If the block order is completely filled, the allocation will be sent automatically.

If the allocation is partially filled, you will be required to allocate the executed order on SAC, which you can submit from the equity allocations screen after execution of the block order.

(It is strongly recommended that you subscribe to the Unallocated Trade Alert in SAC to notify you when an allocation is pending after market close.)

If you would like to continue please select a master account. **Master Account** 0805-XXXX

**Discontinue block** **Proceed**

Account	Account Name					
<input type="checkbox"/>	1234-XXXX Nancy Nickel					
<input type="checkbox"/>	2345-XXXX Bill Bucks					
<input type="checkbox"/>	3456-XXXX Dora Dollar					
<input type="checkbox"/>	4567-XXXX Harry Halfdollar					
<input type="checkbox"/>	5678-XXXX Chris Cashmoney					
<input type="checkbox"/>	6789-XXXX Quentin Quarter					
<input type="checkbox"/>	7890-XXXX Patty Penny	SPTM	Validated	>	Buy	Shares 275.0000
<input type="checkbox"/>	7901-XXXX Christy Currency	SPG	Validated	>		

**Tip**

Before clicking **Submit**, it is a good idea to use the **Validate** option to validate each trade. Equity orders must be validated before they can be included in a block trade.

Note that you do not have to choose accounts to generate block trades. If you do not click any checkboxes and just click the **Create Blocks** link, iRebal finds any matching orders for the same security on the same side of the market that have **Validated** or **Overridden** status and presents them as potential block trades.

Before you can generate the trade, you will be prompted to identify the master account, then click **Proceed**.

# Trading workflow: Create block orders (continued)

Use filters to review block orders and master account links to access underlying account allocation details.

Click the **Account** links to view the underlying account allocations within a block. Note that the account name for all block orders is **Combined**.

You can use the **Block Orders Only** option to filter the list.

The **Block Order Components** popup shows the list of accounts included in the block, as well as the share quantity for each.

Block Order										
Block Acct#	Symb	Shr Qty	Trans Type	Order Amt	Order Type	Price	Exp Type	Exp Date	Not Held	
	SPTM	1084	Buy	59095.37	Market		Day			

Allocation Details									
Trade Details				History			Trade Authorization		
Account	Acc...	Trans T...	Shr ...	Order ...	Order ...	Approval ...	Rebal ID	Sol	Disc
1234-XXXX	Nancy ...	Buy	271.0000	\$14,782	<a href="#">View</a>	08/22/2023 ...	12345678	<input type="checkbox"/>	<input type="checkbox"/>
2345-XXXX	Bill Bucks	Buy	275.0000	\$15,001	<a href="#">View</a>	08/22/2023 ...	23456789	<input type="checkbox"/>	<input type="checkbox"/>



## Tip

If a block order is fully executed by the end of the trading day, iRebal automatically allocates the orders into the underlying accounts. If the order is not fully executed by 4:15 p.m. ET, however, you must manually allocate it using Schwab Advisor Center's trading platform. You can export these orders for upload by clicking the relevant checkboxes, then clicking **Actions > Export > Block Allocations**.

# Automation: Getting started

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iRebal gives you the option of automating rebalances and trades for portfolios you designate. This section walks you through the steps to set up automation and modify your firm's automation parameters.

## Getting access to automation features

- You will not be able to use automation features until your firm's FSA gives you access to the Access iRebal Automation security group. Review the [Getting Set Up](#) page for more information.
- Once you have access, a new **Automated Rebalancing** tab will appear in **Global Settings**. You will also see new options on the **Portfolio Edit** page that let you enable the portfolio for automated trading.

## How automation works

- Once you have set up automation for a portfolio, the system will rebalance all designated portfolios each morning; then later the same day, it will validate, create blocks, and submit the trades generated by that rebalance at a time you specify.
- All proposed rebalancing trades will appear on the iRebal Home page. You can also review the **Automated Rebalance Report** and the **Automated** tab on the Order Blotter.
- You can review or cancel the trades prior to the order submission time you have selected.

## Handling rebalancing errors

- The system will not submit any orders for a portfolio if it encounters errors while generating or submitting orders for that client's account.
- Each error will be displayed on both the automated rebalance report and the iRebal Home page. You can also sign up to receive an email alert for rebalanced portfolios, rebalance errors, or trade errors.
- Once identified, you can either fix the errors and run a manual rebalance or reach out to iRebal support for assistance.

# Automation: Getting started

Consult the [iRebal guide](#) for details about the global settings that you can adjust. Below are the settings available on the new **Automated Rebalancing** tab, as well as settings on other tabs that can help you automate rebalances.

The screenshot shows the iRebal Settings window with the following sections and callouts:

- Automated Rebalancing:** A toggle switch labeled "Enable" is turned on. Callout: "Use the **Enable** toggle to turn automation on or off in your iRebal environment."
- Automated Rebalance Orders:** Radio buttons for "Active" and "Paused". "Active" is selected. Callout: "Select **Active** to have orders from automated rebalances automatically submitted, when **Paused** is select order will not be submitted."
- Order time (EST):** A dropdown menu showing "2:00 PM". Callout: "Select one of the three available order times, which determines when your trades will be sent to market."
- User ID and Master Account Number:** Two dropdown menus. The first is set to "irebal3fsa" and the second to "8284434". Callout: "Be sure the user ID you enter to handle automated rebalancing has access to all master accounts that are associated with automated portfolios. Usually, firms choose a Block Trade (BT) master account, but you can use a Financial Advisor (FA) master account as well."
- Model Market Center Automation Settings:** Radio buttons for "Allow" and "Do not allow". "Allow" is selected. Callout: "Any changes to Model Market Center models will be implemented in your next scheduled automated rebalance."

**Tip**

Be sure the **Cash Distribution Hold** setting on the Accounts tab in the Settings window is set to an interval longer than your rebalancing cycle. This ensures that your look-forward period will generate the cash required for disbursements before they happen. For example, for weekly rebalances, set **Cash Distribution Hold** to  $\geq 7$  days.

# Automation: Enabling portfolios

Once you have assigned accounts to portfolios, you can set some or all of them to automatically rebalance. To apply the same rebalance settings to multiple portfolios, select them in the Portfolios view, then click **Edit** to apply your settings.

The screenshot shows the 'iRebal' interface with the 'Edit Portfolio' window open. The interface includes a top navigation bar with 'Home', 'Reports', 'Clients', 'Models', 'Rebalancing', and 'Order Blotter'. The 'Edit Portfolio' window has tabs for 'Rebalance', 'Create', and 'Import'. The main content area is divided into sections: 'Portfolio Information', 'Portfolio History', 'Accounts', 'Assignments', 'Restrictions', 'Automated Rebalancing', and 'Automated Rebalance History'.

**Callout 1:** Select one of the following rebalance types to automate:

- Full rebalance
- Generate and/or invest cash
- Generate cash only
- Invest cash only

**Callout 2:** You have a choice of **Daily**, **Weekly**, or **Monthly** rebalance intervals. When setting the schedule, keep in mind the look-forward period of the portfolio's cash distribution hold if you have one configured.

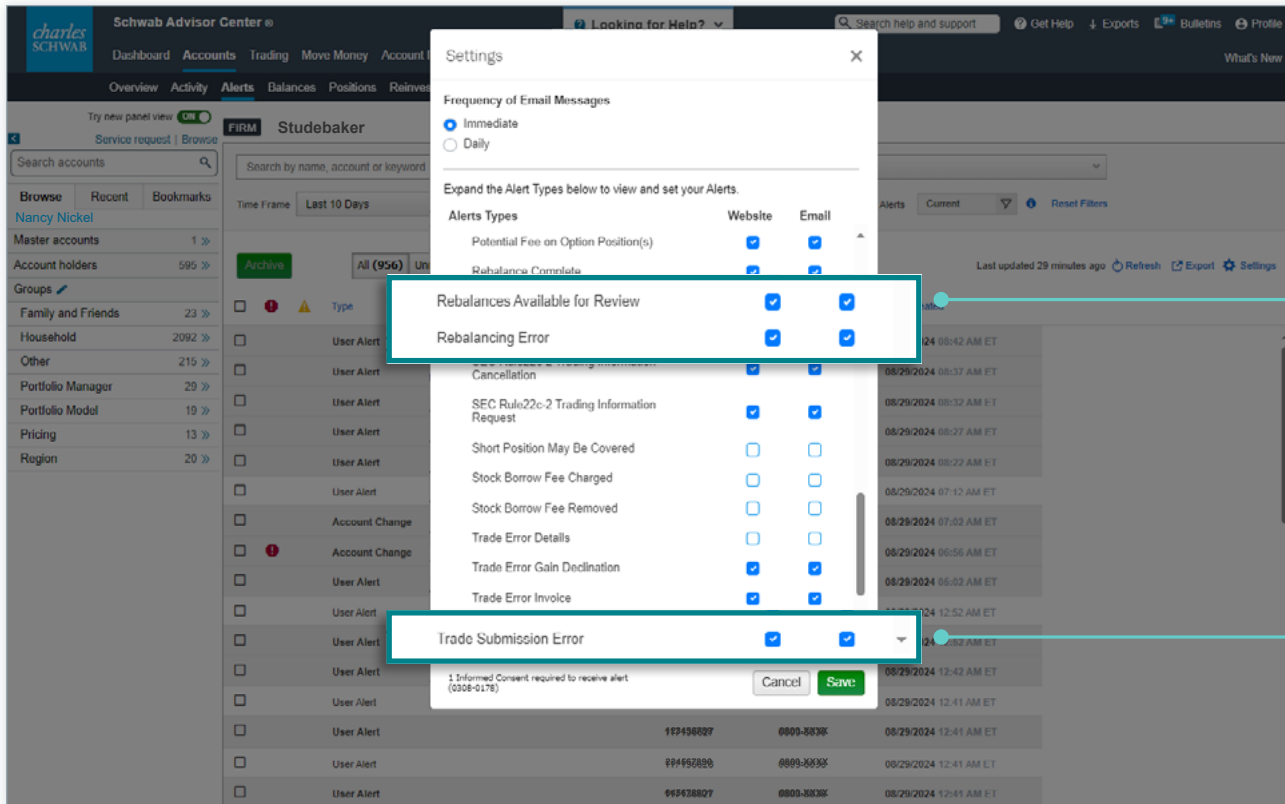
**Callout 3:** See a history of automation activities for the selected portfolio.

**Automated Rebalance History Table:**

Rebalance Name	Rebalance ID	Type	Completed On	Orders	Status
Multiple - Full Rob - 03/...	18077469	Full rebalance	03/04/2025 3:20 AM ET	2	Approved
Multiple - Full Reb - 03/...	18068923	Full rebalance	03/03/2025 12:00 AM ...	0	Unresolved
Multiple - Full Rob - 02/...	18062101	Full rebalance	02/28/2025 2:25 AM ET	0	Unresolved
Multiple - Full Reb - 02/...	18055540	Full rebalance	02/27/2025 2:00 AM ET	3	Approved
Multiple - Full Reb - 02/...	18048895	Full rebalance	02/26/2025 2:38 AM ET	3	Refused

# Automation: Subscribing to alerts

To ensure that you receive important updates about your rebalances, go to the **Alerts** page on the **Accounts** tab in Schwab Advisor Center and select the three iRebal-related alerts to receive email updates. You can also view such updates on the iRebal **Home** page.



Be sure to subscribe to the **Rebalance Available for Review**, **Rebalance Error**, and **Trade Submission Error** alert types.

# Automation: Automated Rebalance Report

The **Automated Rebalance Report** is found on the **Reports** dropdown menu iRebal. From this view, you can check the status of each automated rebalance and address any errors.

Portfolio	Rebalance Type	Rebalance Status	Order Status	Message	Last Result	Rebalance ID	Orders	Next Rebalance
<input type="checkbox"/> Nancy Nickel	Full rebalance	Rebalance without Orders			08/22/2024	123456789	0	08/23/2024
<input type="checkbox"/> Bill Bucks	Full rebalance	Rebalance without Orders			08/22/2024	234567890	1	08/23/2024
<input type="checkbox"/> Dora Dollar	Generate / invest cash	Rebalance without Orders			08/22/2024	345678901	0	08/23/2024
<input type="checkbox"/> Patty Penny	Generate / invest cash	Rebalance without Orders			08/22/2024	456789012	0	08/23/2024
<input type="checkbox"/> Suzy Stocks	Full rebalance	Rebalance without Orders			08/22/2024	567890123	0	08/23/2024
<input type="checkbox"/> Marty Mutual	Generate / invest cash	Rebalance Error		Rebalance not approved. Co...	08/22/2024	678901234	0	08/23/2024

Whenever you see an error, you can click > to choose whether to mark the error as either resolved or ignored.

Use the checkboxes and the **Actions** button at the top of the page to perform the same action on multiple items.

# Automation: Monitoring best practices

Once your automated rebalances run and generate trades, they are available for your review on the iRebal **Home** page.

The screenshot shows the iRebal Home dashboard with the following sections:

- CLIENTS:** UNASSIGNED ACCOUNTS 0 / \$0, PORTFOLIOS WITH PENDING REBALANCE RESULTS 0, 30 DAY TAX HARVEST EXPIRATION (LAST 7 DAYS) 0.
- BLOTTER SUMMARY:** 0 ACTIVE TRADES, 0 REQUIRES ATTENTION, 0 PENDING, 0 FILLED.
- CASH REPORT:** 5 ACCOUNTS, 1 SHORTFALL, 3 EXCESS, 1 IN RANGE.
- REBALANCES:** Table with columns: Name, Type, Total, With Orders, Approved.
- AUTOMATED REBALANCES:** 585 Portfolios, 6,634 Orders. Includes 23 Rebalance errors, 372 Rebalanced portfolios with orders, and 190 Rebalanced portfolios with orders. Each item has a "Review >" link.
- ALLOCATION REPORT:** 5 PORTFOLIOS, 4 OUT OF TOLERANCE, 1 IN TOLERANCE.

You can use the **Review** links to view the **Automated Status Report**. To review the trade proposals for each portfolio, go to the **Automated Rebalance Report** and click **Rebalance ID** to view the **Portfolio Result Details**.

# Automation: Automated Order Blotter

You can review the trades generated by approved automated rebalances on the **Automated** tab of the Order Blotter.

The screenshot shows the Schwab Advisor Services Rebal Order Blotter interface. At the top, there are navigation tabs: Home, Reports, Clients, Models, Rebalancing, and Order Blotter. The Order Blotter tab is active, and the 'Automated' sub-tab is selected. A callout box points to the 'Automated' tab with the text: 'Click the **Automated** tab on the Order Blotter to view all active trades that result from automated rebalances.'

Below the tabs, there is a status bar indicating 'Automated trading time is set to 2:00 PM EST. Open settings'. A callout box points to this link with the text: 'Automated trades will start validating and submitting at the time indicated. You can adjust this time with the **Open settings** link.'

The main area is a table of trades. A callout box points to the 'Actions' button at the top left of the table with the text: 'Use the checkboxes and the **Actions** button at the top of the page to perform the same action on multiple items.'

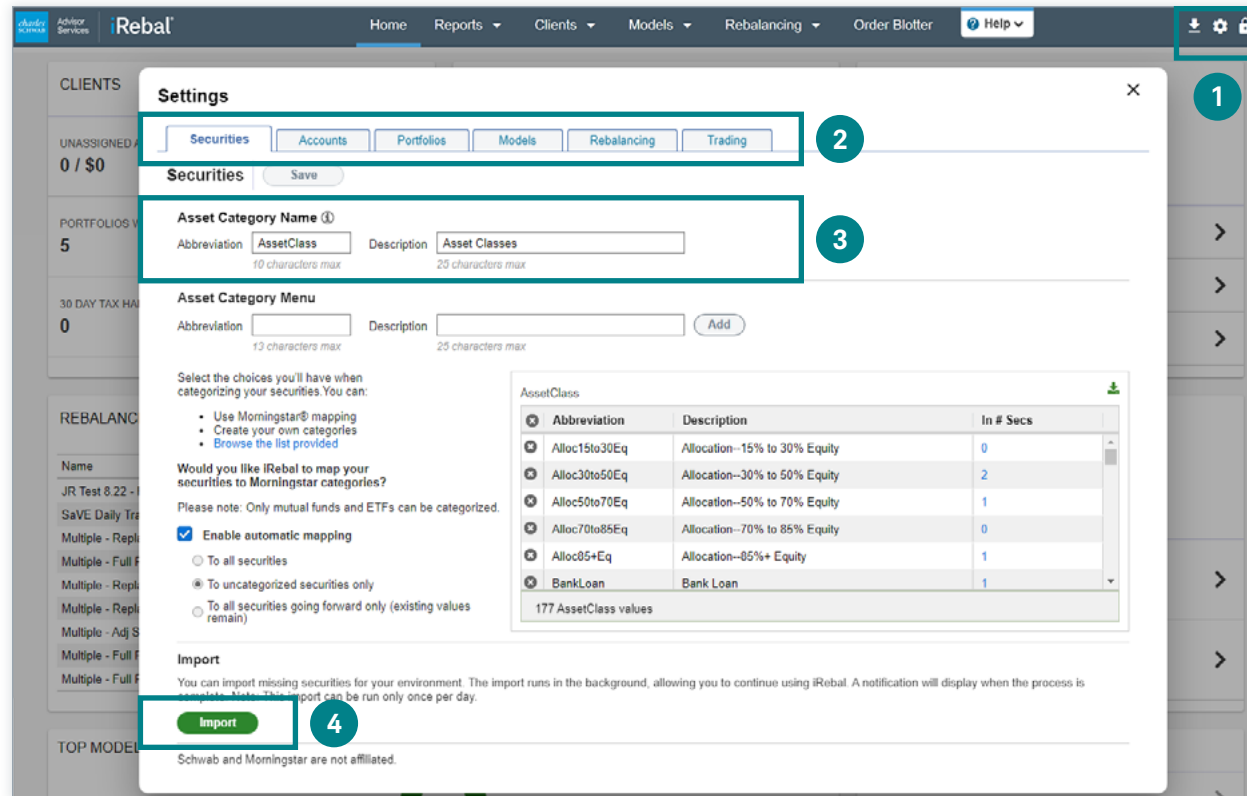
Another callout box points to the 'Available actions' dropdown for a trade, listing 'Cancel' and 'Mark as executed', with the text: 'You can **Cancel** or **Mark as executed**, but you cannot take any other actions for automated trades.'


A final callout box points to the 'Tkt Type' column, which shows 'A' for all trades, with the text: 'All automated trades will be marked with an **A** in the **Tkt Type** column.'

Account	Account Name	Symbol	Order Status	Trade Message	Order ID	Ord...	Approv...	Rebal ID	Portfolio	Order Type	Trans Type	Amnt...	Str Qty	Order Amnt	Quote	Sec Type	Tkt Type
1234-XXXX	Nancy Nickel	F	Approved				02/14/2025 ...	12XXXX	IREBAL TC...	Market	Buy	Shares	33.0000	\$314	\$9.40	Equity	A
2345-XXXX	Bill Bucks	DODGX	Approved				02/14/2025 ...	23XXXX	IREBAL TC...	n/a	Buy	Dollars	n/a	\$314	\$274.79	Mutual Fund	A
3456-XXXX	Dora Dollar	IAU	Approved				02/14/2025 ...	34XXXX	IREBAL TC...	Market	Sell All *	Shares	3.0000	\$166	\$54.75	Equity	A
4567-XXXX	Harry Halfdollar	VEA	Approved				02/14/2025 ...	45XXXX	IREBAL TC...	Market	Sell All *	Shares	15.8872	\$818	\$51.60	Equity	A
5678-XXXX	Chris Cashmoney	BND	Approved				02/14/2025 ...	56XXXX	IREBAL TC...	Market	Sell All *	Shares	3.3430	\$242	\$72.60	Equity	A
6789-XXXX	Quentin Quarter	GOVT	Approved				02/14/2025 ...	67XXXX	IRFBAL TC...	Market	Sell All *	Shares	16.3899	\$370	\$22.64	Equity	A
7890-XXXX	Patty Penny	VWO	Approved				02/14/2025 ...	78XXXX	IREBAL TC...	Market	Sell All *	Shares	3.8066	\$174	\$45.72	Equity	A
1234-XXXX	Christy Currency	SIRI	Approved				02/14/2025 ...	12XXXX	IRFBAL TC...	Market	Buy	Shares	61.0000	\$1,649	\$26.81	Equity	A
2345-XXXX	Suzy Stocks	BARIX	Approved				02/14/2025 ...	23XXXX	IREBAL TC...	n/a	Sell All *	Shares	8.1470	\$823	\$100.98	Mutual Fund	A
3456-XXXX	Billy Bonds	SIRI	Approved				02/14/2025 ...	34XXXX	IRCDAL TC...	Market	Sell	Shares	6.0000	\$150	\$26.01	Equity	A
4567-XXXX	Francine Fund	BDHAX	Approved				02/14/2025 ...	45XXXX	IREBAL TC...	n/a	Buy	Dollars	n/a	\$74	\$8.84	Mutual Fund	A
5678-XXXX	Marty Mutual	BARIX	Approved				02/14/2025 ...	56XXXX	IREBAL TC...	n/a	Buy	Dollars	n/a	\$76	\$100.98	Mutual Fund	A
6789-XXXX	Suzy Currency	SIRI	Approved				02/14/2025 ...	67XXXX	IREBAL TC...	Market	Buy	Shares	12.0000	\$349	\$26.81	Equity	A
7890-XXXX	Chris Penny	DODIX	Approved				02/14/2025 ...	78XXXX	IRCDAL TC...	n/a	Sell	Sha	0.2070	\$103	\$12.49	Mutual Fund	A
1234-XXXX	Harry Penny	FLOT	Approved				02/14/2025 ...	12XXXX	IREBAL TC...	Market	Sell	Shares	7.0000	\$331	\$51.01	Equity	A

# Settings: Overview and Securities

Your firm's iRebal environment shares default rules that are defined in your system's global settings. All users can view global settings, but only authorized users can modify them.



- 1 The  icon opens the **Settings** window from anywhere in iRebal.
- 2 Click any tab to view the relevant settings.
- 3 You can create your own custom **asset categories**, as well as use Morningstar categories.
- 4 Click the **Import** button to add securities held in your clients' accounts that are not yet in your iRebal securities inventory. This can be helpful when setting up new iRebal environments.



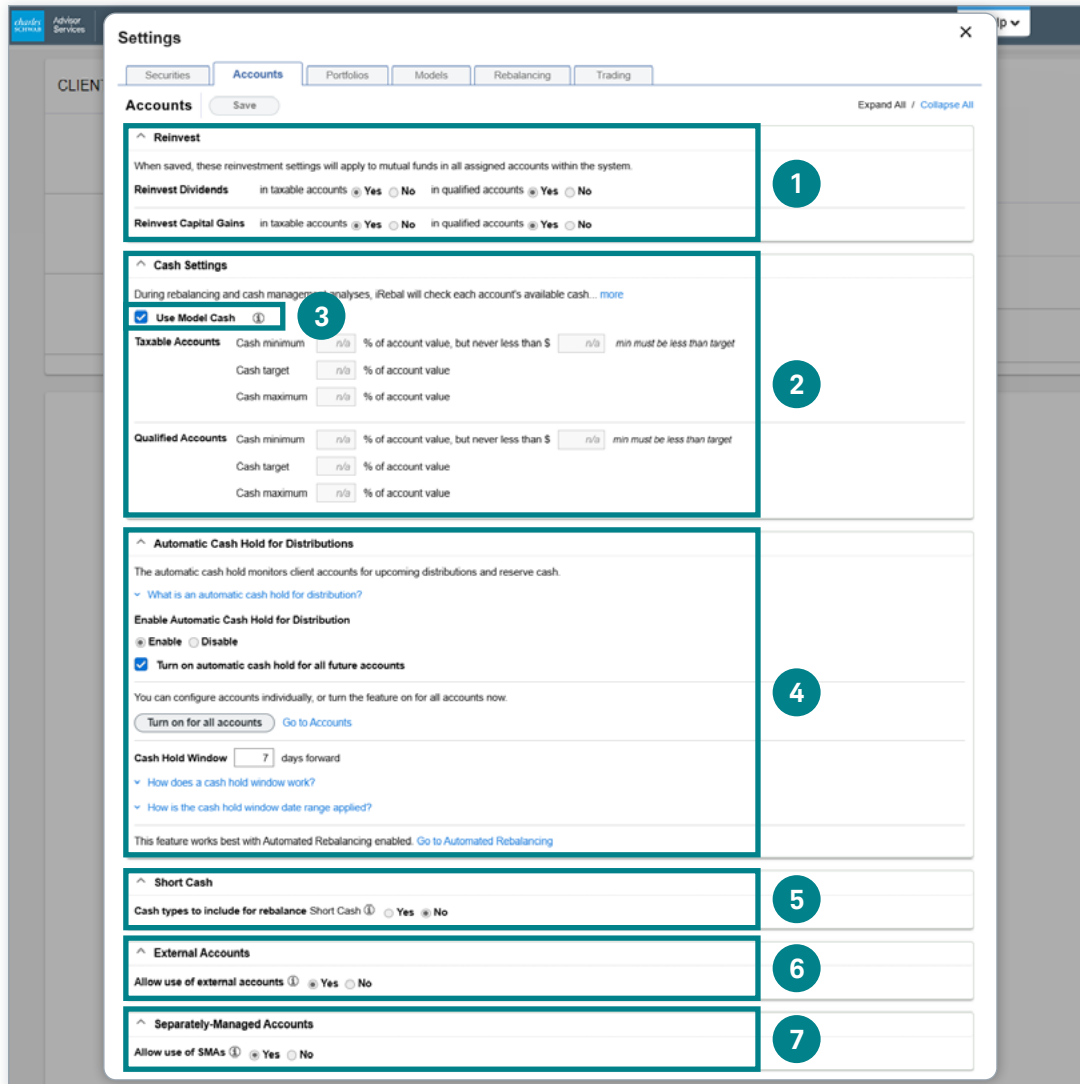
## Tip

Users with the proper authorization can override settings to customize many aspects of the iRebal environment:

- Default buy and sell minimums for securities
- Custom asset and portfolio categories
- Firm-level tax sensitivity
- Default rebalance bands and rebalance accuracy range
- Cash minimum and cash targets by account type
- Default trade settings, such as share rounding and dividend or capital gains reinvestment
- Allowing the use of separately managed accounts
- Allowing the use of external accounts in rebalancing

# Settings: Accounts

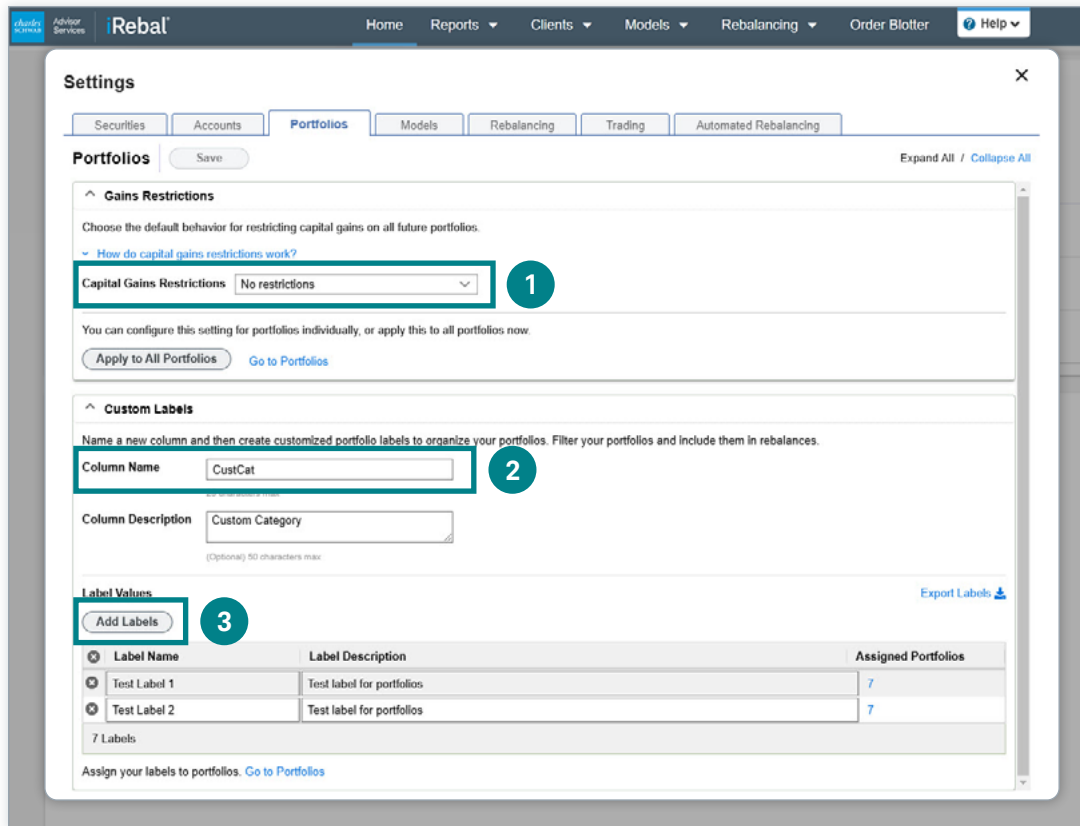
The **Settings** window shows the options that are applied by default when an account is assigned to a portfolio or when an order is approved for an account. Authorized users can override these settings for any individual account.



- 1 These settings apply for the reinvestment of dividends and capital gains for all accounts assigned to portfolios. You can adjust these and many other settings for individual accounts.
- 2 When rebalancing or analyzing cash balances, iRebal attempts to bring the account's cash to the target, if needed, and does not leave cash levels below the minimum in any account.
- 3 The **Use Model Cash** option lets you rebalance a single account per portfolio against a model with a cash allocation, mirroring the associated model's cash settings.
- 4 **Automatic Cash Hold for Distributions** allows you to automatically include upcoming distributions as set-aside cash. Distributions within the cash hold window will be summed to determine the hold amount.
- 5 To avoid overspending, iRebal reserves set-aside cash that covers any short cash balance by default. Selecting Short Cash overrides the default setting.
- 6 Use the **External Accounts** option to include external accounts—like 401(k) and 403(b) accounts—in the portfolio's rebalance. iRebal considers these holdings when rebalancing but does not generate potential orders for them.
- 7 You can include **Separately-Managed Accounts** in a rebalance, but iRebal makes no recommendations for their component securities.

# Settings: Portfolios

These settings let you organize and group portfolios as needed.



1 Choose among the following options for handling **Capital Gains Restrictions**:

- No restrictions
- Avoid short-term gains
- Avoid all gains

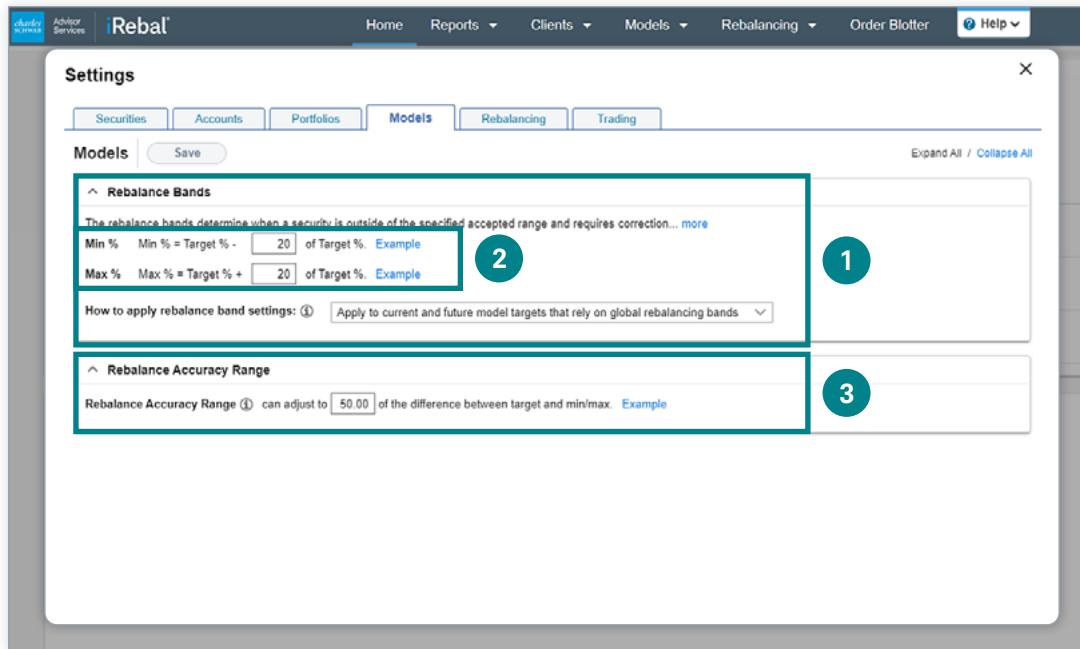
This setting will be the default for all future portfolios, but will not impact existing portfolios.

2 If you have the required permissions, you can use the **Column Name** field to create a custom category. Just enter an abbreviation and a description to group portfolios for easy rebalancing. The **Column Name** will then appear in column headers throughout the system.

3 **Add Labels** to help organize portfolios and streamline workflows. The **Labels** you create will display under the **Column Name** discussed above. You can assign multiple labels to each portfolio.

# Settings: Models

These settings help you establish the default minimum and maximum percentage value range for each security you add to a model.



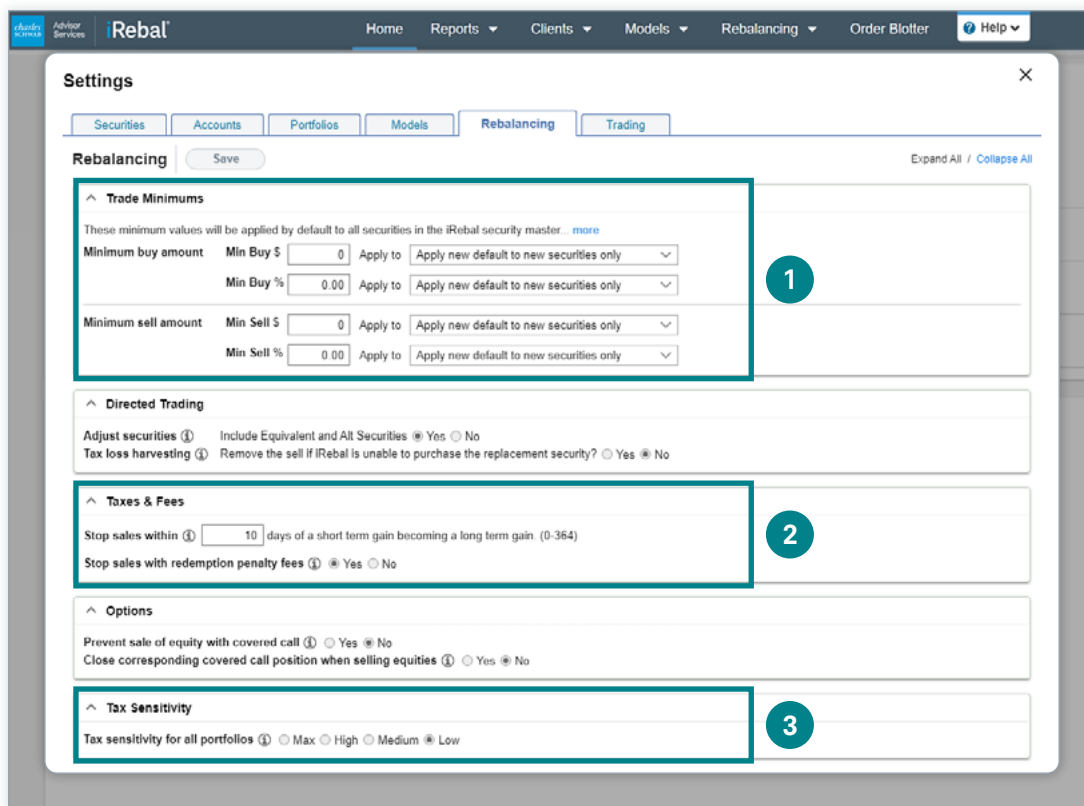
- 1 The **Rebalance Bands** values help iRebal determine whether a security requires correction during rebalancing; they must be set between 0% and 100%.
- 2 In this example, imagine that the model target for a security is 10% of portfolio value. Setting the minimum and maximum bands to 20% means that iRebal will consider the position in need of rebalancing if it drops below 8% or rises above 12% of portfolio value—that is, 20% above or below the 10% target.
- 3 The **Rebalance Accuracy Range** tells iRebal how close to the model target the security allocation must be after it is adjusted due to the rebalance bands or when it is being sold or purchased for cash management. This number must be set between 0 and 100, which indicates what percentage within the rebalance band the final value can be.

## Tip

The **Rebalance Accuracy Range** helps you balance between two priorities: precision to target and number of trades required to rebalance. The default setting is 50%. If you lower it, iRebal will potentially generate additional trades for securities that were not out-of-band to maintain the accuracy you have chosen. If you raise the range, it is more likely that only securities that are out-of-band will be traded but other securities may be allowed to remain farther from their targets.

# Settings: Rebalancing

Set the trade minimums, tax sensitivity, and control results based on other settings.



- 1 Based on the **Trade Minimums** settings, iRebal compares the dollar or percentage trade minimums your firm establishes against any fund-imposed buy minimums, picks the greater of the two, and calculates only buys exceeding that amount.
- 2 Use the **Taxes & Fees** settings to prevent iRebal from identifying sales that could generate short-term gains or incur redemption penalties.
- 3 The **Tax Sensitivity** setting tells iRebal how much it should focus on tax lots with greater losses/smaller gains—those that would generate tax-beneficial losses when sold—compared with securities that are overweight. The higher this setting, the more iRebal focuses on realizing losses and avoiding gains, especially in the short term.

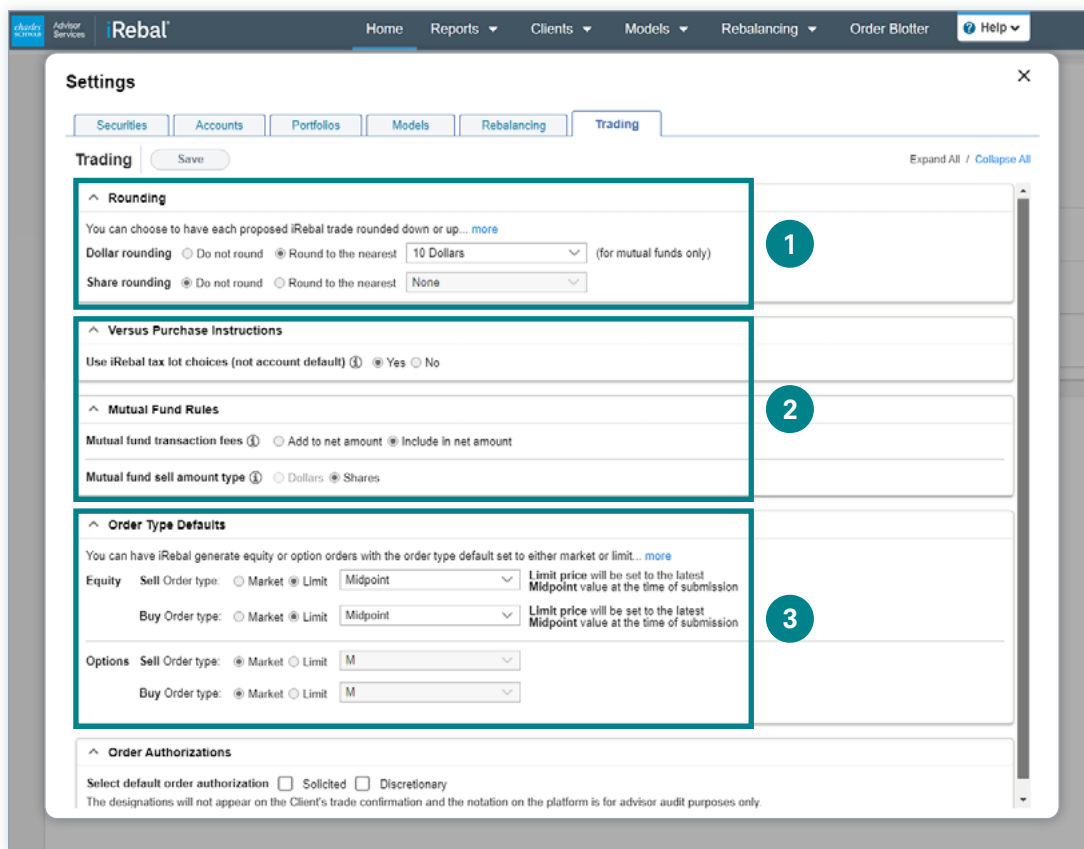


## Tip

Only firms that are using iRebal primarily to manage cash flows or generate targeted trades should use the maximum **Tax Sensitivity** setting. In a full rebalance, it could cause iRebal to identify sales of in-band securities before those above the established upper band, due to tax considerations.

# Settings: Trading

Establish the default rules iRebal will follow for trades.



- 1 iRebal calculates precise order amounts for each portfolio, but you can round off these amounts using the **Rounding** settings. Mutual funds round based on the dollar value you choose, whereas equity orders round in share increments based on the most recent quote on the Order Blotter.
- 2 When you set **Versus Purchase Instructions** to **Yes**, iRebal overrides your regular account depletion methods to send specific lot relief instructions with all sell orders. When you choose **No**, iRebal still displays its potential trades at the lot level, but because Schwab's default depletion method is used, the actual lots sold may differ from what iRebal displays.
- 3 When **Order Type Defaults** is set to **Market**, all orders default to that type on the Order Blotter. When you choose **Limit** and set a limit price, new orders default as limit orders on the Order Blotter.

# Appendix

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## Rebalance Types





- **Full rebalance** is the most common rebalance type.
  - **Fully rebalance securities & cash:** iRebal first looks to correct cash relative to global, model, or account-level cash settings. After cash correction, iRebal looks to correct securities beyond respective rebalance bands.
- **Managing cash rebalances** corrects cash relative only to global, model, or account-level cash settings.
  - **Generate cash only:** Potential sells may be identified to generate cash if an account's cash is below the cash minimum and set-aside values.
  - **Invest cash only:** Potential buys may be identified to invest cash if an account's cash is above the cash target and set-aside values.
  - **Generate and invest cash:** Potential buys and sells may be identified to do either or both.
- **Manual adjustment:** You might want to use this option to see a real-time snapshot of the portfolio to use as a worksheet to build custom trades.

## Additional information about the Order Blotter

- To create block orders, click the **Create blocks** button and select a master account for the block trade. To block all validated equity trades, you need not select the orders—just click the **Create blocks** button. You can add to the block order only validated trades.
- All block orders automatically allocate if they are fully filled on the same day. Partially filled orders must be manually allocated in Schwab Advisor Center. When this occurs, iRebal is designed to display an alert at 4:15 p.m. ET. Schwab must receive trade allocations by 5 p.m. ET on the day of the trade.
- Once you submit your trades, refresh the **Order Blotter** to confirm that all orders have moved to **Submitted** status and have been assigned an **Order ID**. Some orders may move to **Warning** or **Error** status if you are submitting buys and sells at the same time. In such cases, revert these trades to **Approved**, then resubmit them once the system has recognized the proceeds from the sell trades in the preceding order.
- The next morning, double-check the **Order Blotter** to ensure that there are no errors. All submitted orders should indicate that they have been filled and should have moved to the **Closed** tab. Please note that mutual fund orders submitted after the cutoff time may still show **Submitted** status; these will be executed the next business day.

# Resources

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- [Model iRebal User Guide](#) 
- [Model Market Center fact sheet](#)
- [Model Market Center FAQ](#)
- [Available models](#)
- [iRebal fact sheet](#)
- [Schwab Advisor Center Rebalancer to iRebal Transition Guide](#) 
- [iRebal in Service Guide](#) 
- [Model Market Center in Service Guide](#) 



## iRebal Support Team

Call: **855-640-2472**

Hours: Monday through Friday, 9 a.m. to 5:30 p.m. ET

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