

## Flourish + MoneyGuide Data-Feed Connection Guide

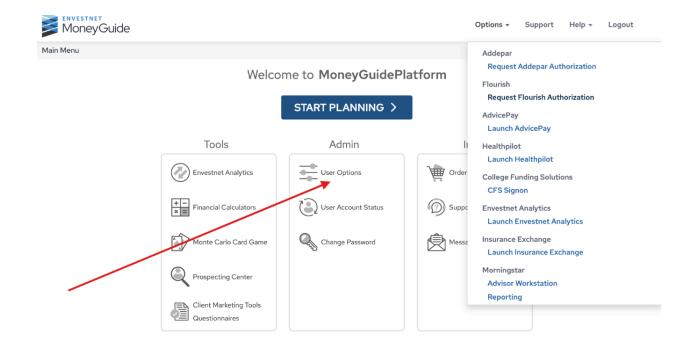
The Flourish + MoneyGuide direct custodial integration allows advisors to seamlessly incorporate clients' Flourish Cash<sup>†</sup> balances into MoneyGuide.<sup>△</sup> This integration needs to be set up by each individual advisor.

Total estimated time: ~1-2 days

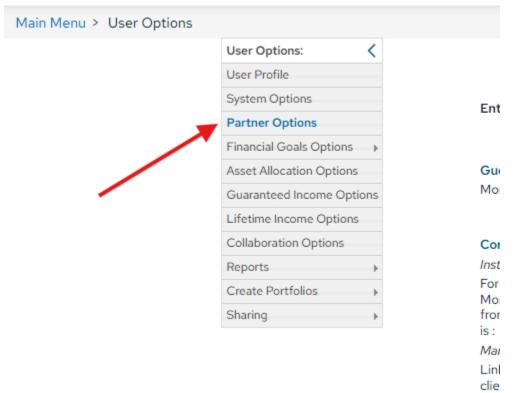
## **Step 1: Enable the Connection within MGP**

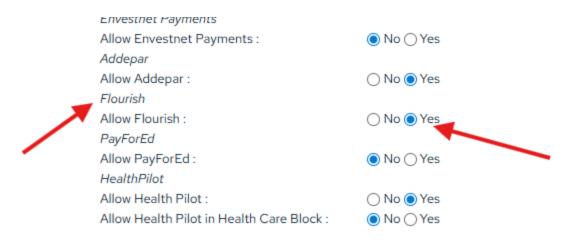
This is a one-time process per advisor at your firm.

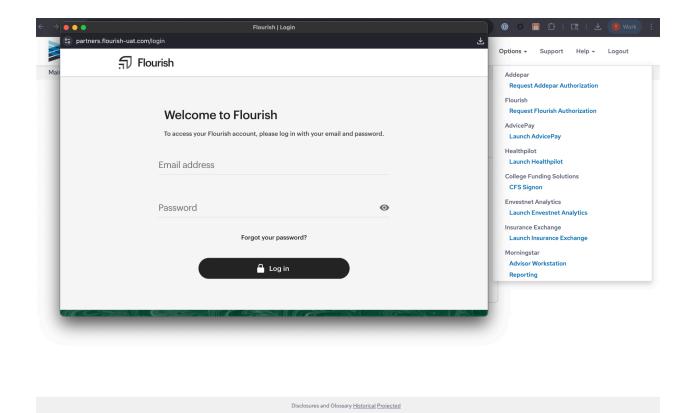
- 1. Log in to your advisor account at MoneyGuide.com.
- 2. In the center of the screen, click on "User Options" within the Admin module.
- 3. Next, click on "Partner Options" in the left navigation. Scroll down to find "Flourish."
- 4. Select "Yes" next to **Allow Flourish** (this change will automatically save).
- 5. Scroll to the top of the screen and click on "Main Menu."
- 6. Next, click on "Options" in the top navigation and select "Request Flourish Authorization." This will open a new tab.
- 7. Log in to your Flourish advisor account.
- 8. Once logged in, you will be redirected to authorize the integration. Click "Authorize." Once successfully authorized, you can close the tab.











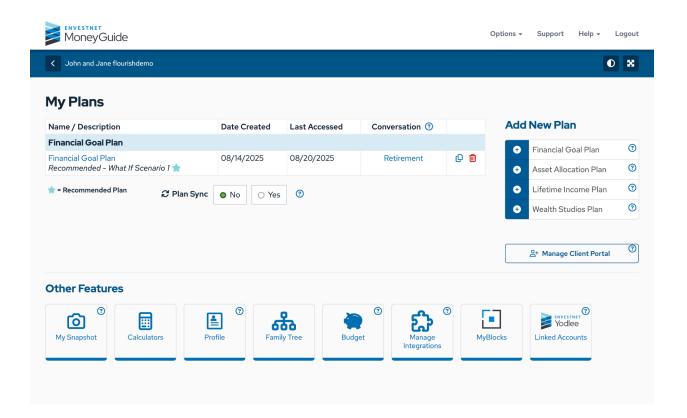
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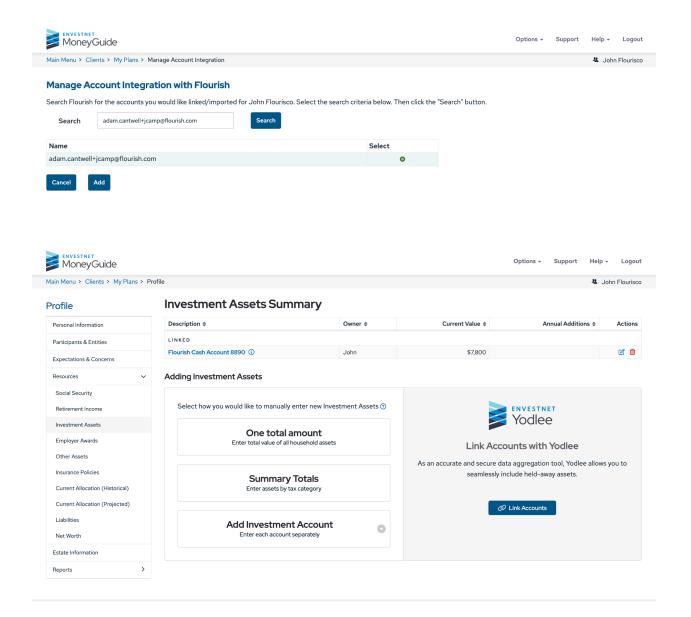
## <u>Step 2: Add the Flourish advisor connection within MoneyGuide.</u>

This process needs to be completed for each client.

- 1. If you are not already logged into MoneyGuide, log in.
- 2. Click on "Start Planning" within the main menu.

- 3. Select "List All Clients" at the bottom of the screen to view all.
- 4. To establish a connection, select the client whose Flourish Cash information you would like to view within MoneyGuide. Once selected:
  - a. Click "Manage Integrations."
  - b. Click "Flourish" within the Integrations page.
  - c. Enter the client's email address that is associated with their Flourish account. Click "Search."
    - i. Note: To easily view client email addresses within Flourish, log in to your Flourish account.
    - ii. Click on "Clients" within the navigation bar.
    - iii. Click on the **downward facing arrow** ( $\stackrel{\checkmark}{=}$ ) that appears above the Clients table to download a .CSV containing all of your client account information.
    - iv. Open the downloaded file. The column named "Household Primary User Email" lists the email addresses associated with each of your clients.
  - d. The client should appear in the search results. Click "Select," then click "Add," and then click "Done."
  - e. Once you see the connection was successfully established, click "Done."





You're all set! The client's Flourish account(s) will now appear on the client's profile in MoneyGuide, and the balances will automatically update daily.

## Questions / Support

For any other questions, please reach out to <a href="mailto:support@flourish.com">support@flourish.com</a>.

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Δ An advisor's ability to view client account information is subject to applicable privacy laws and clients' consent to such sharing.

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