## Importing holdings

Last Modified on 10/03/2023 12:32 pm GMT

## **Importing holdings**

Using the app you can import client holdings from intelliflo to your Synaptic Pathways account.

If you are an existing Synaptic Pathways user, log into your account. New users to Synaptic Pathways will be directed to sign up for a free trial.

Select a Client record and go to Plan Actions. Click on Open Plan in Synaptic listed under iO Store Apps

Plan Actions				
Income Management	iO Store Apps	Servicing	Valuations & Holdings	
Add Fee	Open Plan in Synaptic	Add Event List	Add Asset	
Add Manual Expectation		Add Task	Add Equity	
Add Payment Split		Add To Wrapper	Add Fund	
Add Split Template		Add Top Up	Add Valuation	
Change Adviser Banding		Add Workflow	Add/Edit Fund Proposal	
Expected Payments Calc.		Business Submission Sheet	Change Valuation Schedule	
Ignore in Reports		Change Status		
Link To Fee		Submit Application		
Payment History		Submit to File Checking		
		Switch Request		
	Add Fee Add Manual Expectation Add Payment Spit Add Spit Template Change Adviser Banding Expected Payments Calc. Ignore in Reports Link To Fee	Add Fee Open Plan in Synaptic Add Manual Expectation Add Payment Spilt Add Spilt remplate Change Adviser Banding Expected Payments Calc. Ignore in Reports Link To Fee	Add Fee Open Plan in Synaptic Add Event List   Add Manual Expectation Add Task   Add Payment Split Add To Wrapper   Add Split Template Add Top Up   Change Adviser Banding Add Workflow   Expected Payments Calc. Business Submission Sheet   Ignore in Reports Change Status   Link To Fee Submit Application   Payment History Submit to File Checking	

A loading screen will display to inform you the holding is importing

Please wait
Importing holding from Intelliflo

If the import has been successful you will see a green notification message appear informing you the holding has been updated and you will then be taken to the holdings screen.



A generic product has been created, please review in the holdings area to add any information required to use throughout Pathways
Navigate To Holding

Holding IOB64379553					
lient Current Value Cu est Tester £0.00	rrent Risk Rating				
Details Underlying As	sets Cash Accounts	Assets Performance	Charges	History	
Name	Description			Start Date 30/12/2022	End Date
IOB64379553				Remaining Term	Review Date
Provider Name HSBC Life (UK) Ltd	Type (Basis) Name Investment Trust	Product Name Generic_Product		Rolling Term Basis Last Modified Date 5 to 9 yrs (10 years) 30/12/2022, 10:58 Surrender/Transfer Value	
Status	Contract Reference	Request Bulk Valuation			
				0.00	

Please note: If you do not have your Salesforce org open you will be prompted to sign in

sa	llesforce
To access this page, you	have to log in to Salesforce.
Username	1 Saved Username
Password	
	Log In
Remember me	
Forgot Your Password?	

Once you have logged in with Salesforce you will then see a message box informing you that the import is in progress.

## Saving reports to Intelliflo