

Provident Trust Company

PORTFOLIO ONLINE USER GUIDE

Trust account access made easy, 24 hours a day, seven days a week.

Enjoy the convenience of online account access with Portfolio Online. It's easy to access and available when you want it. You will need the following workstation requirements to access Portfolio Online.

- 256 MB RAM minimum.
- Control Panel Display Settings to 1024 x 768 pixels.
- Windows Explorer File Types must have XLS set to open in a new window (Tools, Folder, Options, File Types).
- Internet Explorer 6.0 (or newer).
- Browser cache option set to "Every time".
- Browser Cookie options set on.
- Adobe Acrobat 6.0 (or newer).
- SVG graphics viewer (<http://www.adobe.com/svg/viewer/install/>).
- Java Script enabled for downloads.

To get started you will need an access ID and password. If you currently have an access ID and password for Trust Web, you will be able to use the same information for Portfolio Online. Please call our office at 1-402-393-8300 or 1-800-939-8401 to get your access ID and password if you do not already have one.

ACCESSING PORTFOLIO ONLINE:

Step 1: Go to <http://providenttrustcompany.com> to access the log-in screen. Click on "Portfolio Online Sign In". When you click on Portfolio Online for the first time, you will be asked to read and agree to Provident Trust Company's Terms of Use. Once you have agreed to the Terms of Use, you will be advanced to the Portfolio Online log-in screen.

Step 2: Enter your access ID and click "Continue".

Provident Trust Company

Provident Trust Company
Portfolio Online

Welcome to Portfolio Online!

Please enter your access ID and click "Continue"

Access ID

Continue

To protect your personal information, we collect your password on a separate page.

Your privacy is our responsibility.

We promise to keep your personal information private and secure. To learn more, please read our [privacy policy](#).

VERISIGN SECURED
VERIFY

ABOUT SSL CERTIFICATES

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< [http://www.providenttrustcompany.com/PortfolioOnline/PortfolioOnlineSignIn.aspx](#) >

Step 3: When you log on for the first time, you will be prompted to enroll in Secure Sign On. Secure Sign On is a service to help protect you from fraudulent online activity. It provides you with visual cues when you sign on so that you know that you are on our Web site and that it is safe to enter information. Secure Sign On also helps us ensure that only authorized individuals can access financial information online. At the end of this process, you will be required to enter a new PIN (password). Your PIN must be eight characters, and may contain both alpha and numeric characters. Your PIN cannot be re-used at any time.

If this is the first time you are logging onto the product, enter the PIN provided to you and click "Sign in". You will now be presented with a page describing the steps necessary to complete the Secure Sign On.

You will set up Secure Sign On by completing four easy steps. First, select a picture and enter a phrase you want to use as confirmation that you are on our Web site. Then, set up confirmation questions that help us to ensure that only authorized individuals are accessing your account information. Next, decide if you want to register this personal computer as an authorized location from which to access your account information. Last, confirm your user name and enter an e-mail address.

Metavante®

Set Up Secure Sign on [FAQs](#)

Step 1 of 4 - Select a Picture and Personal Phrase

To speed the setup process, we have selected a picture for you. Before you click "Continue setup," be sure to enter a personal phrase.

Enter a personal phrase

Your phrase will always appear alongside your picture when you sign in. A phrase can be up to 40 characters long.

Continue setup

If you'd like, click a different picture to replace the picture above.

If you have time, you can browse more pictures by category.

Category: Select Category

Need to cancel? We encourage you to complete the Secure Sign on setup now. If

Once you have completed these steps, access to the product is only a step away. Now confirm the Secure Sign On information, enter a new password. Finally select "Go to Portfolio Online" to access your account information. The "Account Allocation" screen will appear for your account.

If you have already logged on and completed the Secure Sign On Setup, when you log into the product on future dates, your graphic and phrase will be displayed and your password requested. If your graphic and phrase are not presented, please call our office at 1-402-393-8300 or 1-800-939-8401 before proceeding.


NAVIGATING YOUR ACCOUNT:

Step 1: To view your portfolio in more detail, click on any one of the blue Navigation buttons on the upper left side of the page and select one of the page options from the drop-down selection list.

[Home](#) [Preferences](#) [Help](#) [Contact Us](#) [Sign out](#)
 Account: **71-0001-00-9 PROVIDENT TRUST CUSTOMER** TEST1
 Portfolio Date: **November 9, 2007** Go

[Portfolio](#) [Activity](#) [Tools](#) [Links](#)
[Account Allocation](#) [Holdings](#) [Investment Objective](#) [Stock Diversification](#) [Bond Diversification](#) [Bond Schedule](#) [Bond Schedule Detail](#) [Period Comparison](#) [Print](#)

Account Allocation **Trade Date Position View**
November 9, 2007
Total Market Value: \$1,212,375.98



Asset Category	Market Value	% Market Value	Estimated Tax Cost	Estimated Ann Income	Yield to Market
Cash & Equivalents	\$ 245,513.90	20.25%	\$ 245,514	\$ 2,973	3.2%
Fixed Income	\$ 472,515.35	58.97%	\$ 468,697	\$ 28,635	6.1%
Equities	\$ 494,346.73	40.78%	\$ 311,312	\$ 6,568	1.3%
Total	\$ 1,212,375.98	100.00%	\$ 1,026,533	\$ 48,176	3.6%


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Step 2: Once you view a specific page under a specific Navigation feature, you may select any of the links associated with that feature to quickly and easily change your view of information. If you want to view other information under a different navigation button, select that button and one of the options from the drop-down list.

[Home](#) [Preferences](#) [Help](#) [Contact Us](#) [Sign out](#)
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 Portfolio Date: **November 9, 2007** Go

[Portfolio](#) [Activity](#) [Tools](#) [Links](#)
Account Allocation [Holdings](#) [Investment Objective](#) [Stock Diversification](#) [Bond Diversification](#) [Bond Schedule](#) [Bond Schedule Detail](#) [Period Comparison](#) [Print](#)

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Step 3: On several pages, you are also presented with "Next Step" options. These provide you with quick access to information or simple steps to take action. Simply select one of the options from the Next Step list and a new page will display.

Home Preferences Help Contact Us Sign out

Account: 71-0001-00-9 PROVIDENT TRUST CUSTOMER TEST1

Holdings View: Percent of Market Value By Security:

Show Asset Category Type: All Holdings Portfolio Date: November 9, 2007

Portfolio Activity Tools Links

Account Allocation Holdings Investment Objective Stock Diversification Bond Diversification Bond Schedule Bond Schedule Detail Period Comparison

Holdings - Percent of Market View Trade Date Position View November 9, 2007

Security/Description	Price	Quantity	Market Value	% of MV	Unrealized Gain/Loss	Estimated Annual Income	Next Step
Municipal Bonds 259226-AD-0 DOUGLAS COUNTY IIE EDUCATIONAL SER A	599.24	25,000,000	\$24,809.00	2.05%	\$-577.75	\$781.25	Select One
259291-DJ-6 DOUGLAS COUNTY IIE SCHOOL DIST 001	5104.65	25,000,000	\$26,163.00	2.16%	\$289.50	\$1,250.00	Select One
259219-GII-7 DOUGLAS COUNTY IIE NEBRASKA	5101.04	25,000,000	\$25,261.00	2.08%	\$-179.00	\$1,000.00	Select One
452150-7E-9 ILLINOIS STATE FIRST SERIES	5104.05	25,000,000	\$26,012.00	2.15%	\$383.75	\$1,281.25	Select One
514014-EII-5 LANCASTER COUNTY IIE SCHOOL DIST 001	5104.29	25,000,000	\$26,071.75	2.15%	\$-275.75	\$1,312.50	Select One
534272-VR-7 LINCOLN NEBRASKA ELECTRIC SYSTEM	5103.81	25,000,000	\$25,951.75	2.14%	\$-326.25	\$1,250.00	Select One
796269-LF-3 SALAMON CITY IIE REVENUE	5104.31	25,000,000	\$26,231.75	2.08%	\$-699.75	\$1,281.25	Select One

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PERSONALIZING YOUR PREFERENCES:

Through the use of filters, you are able to view information in a variety of ways on many pages; however, you can personalize the information displayed by changing any of the fields on the Preferences page. To utilize this feature, select "Preferences" in the banner area and then click on "Manage Preferences".

Home Preferences Help Contact Us Sign out

President Trust Company

Portfolio Activity Tools Links

Your Preference Options

Page Content Management	<p>Manage Preferences This page allows the user to customize the way in which they view account information.</p>	<p>Manage Working Lists This page allows users to add authorized accounts or set parameters for their working lists.</p>	
Security Information	<p>Security Statement The user can read about the institution's security guarantee.</p>	<p>Privacy Statement This page presents the institution's privacy policy, which describes how they use and protect information provided by individuals.</p>	<p>Legal Disclaimer The user can read about the institution's legal disclaimer.</p>
User/Password Management	<p>Change/reset your password? This option will allow the user to change/reset their password.</p>		

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OBTAINING ADDITIONAL HELP:

Help is available any time. Click "Help" from the banner area and a new page will launch. Select the topic you are interested in learning about. The topic is available for viewing and/or printing in a PDF format.

Or, if you feel that someone in our office can better assist you with questions you may have regarding system functionality, please contact 1-402-393-8300 or 1-800-939-8401. Questions regarding account balance or activity should be directed to the Portfolio Manager or Executive Officer assigned to your account. Click on "Contact Us" in the banner area for information on how to reach these individuals.

Thank you for choosing Provident Trust Company's online account access. We appreciate your business as well as your trust and confidence in Provident Trust Company.