Aviva's Transactional History Service (THS)

for Intelliflo Office users.

Set up and user guide

Aviva's THS App has been developed to make it easier for you to provide even greater data and

information to your clients.

Once the App is installed this service will provide daily transactional data for all your client investments held on the Aviva platform and is made available to you via your Intelliflo Office account.

The data provided includes all monies in and all monies out for Aviva's Pension Portfolio, ISA, and GIA.

A complete list of transaction types and their meaning is available here

Click on the mapping guide link for more information

It is important to note that the history begins to build from the *day after you install the app. It does not provide any historical data from before the start of the service.

The real value will begin to build in your Intelliflo Office account for all your Aviva platform client's over time.

*The data will appear the following day as long as you install the app before midday, if you install the app in the afternoon, the transactional data will appear the day after one complete business day.

To complete the set up process please follow the steps below click here

What will I need to implement this service?

1. Your Aviva platform username and password.
2. A valid Unipass certificate. If you do not have a Unipass please click here to apply for one

https://www.unipass.co.uk/Pages/Apply/Stage1_OrganisationSearch.aspx

3. Access to the iO store.

4. *Receiving the bulk valuation service from Aviva

5. The Transactional History Service app installed in Intelliflo Office.

*If you are not currently receiving the bulk valuation service please contact ecsd@aviva.com to request this

Getting started

In order to build accurate data and to start using this service you will need to be receiving the daily bulk valuation service into Intelliflo Office.

If you are already using this service, your firm's Intelliflo Office system administrator with the 'iostoreAdmin' security role, will need to install and activate the Aviva Platform Transactional History service app from the iO app store – see the step by step process below.

If you need to set up the bulk valuation service, please contact ecsd@aviva.com to do this and ask them to set up the bulk valuation file to be issued to Intelliflo's Intelliflo Office.

Additional support contact details are at the foot of this document.

To install the app please follow these instructions

Log in to Intelliflo Office clicking on the log in with Unipass
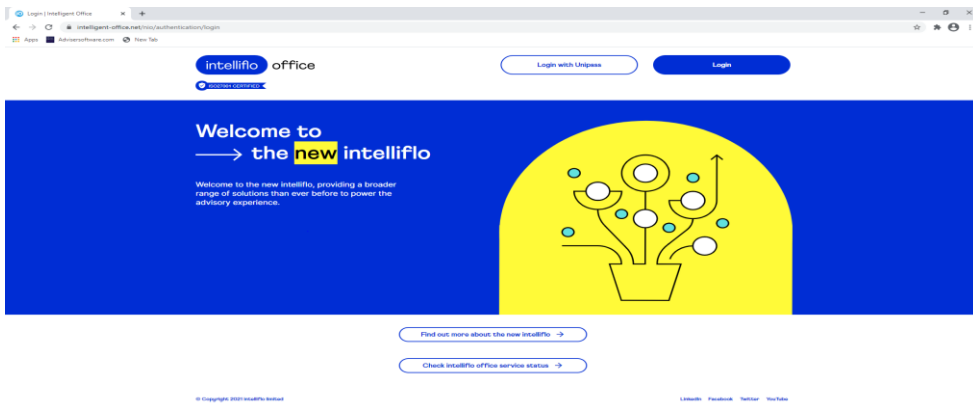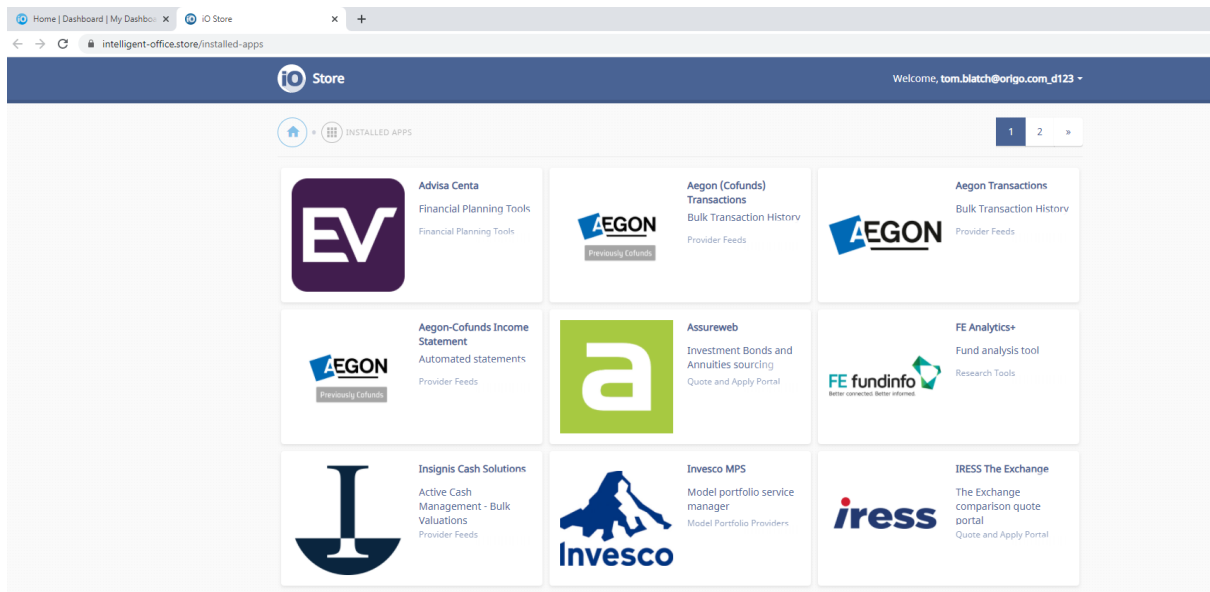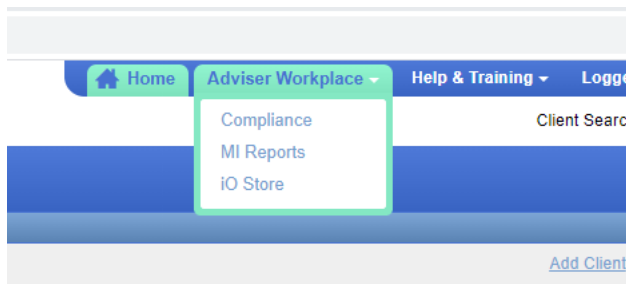

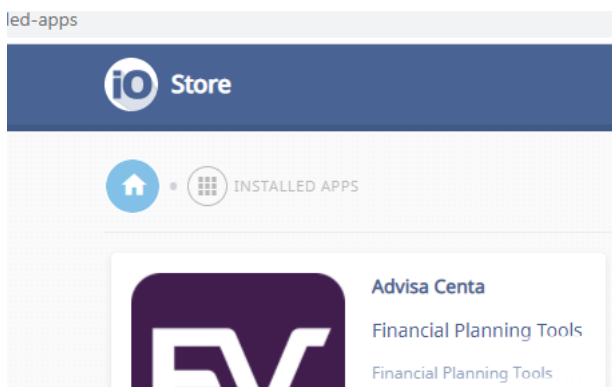### Click on Login with Unipass
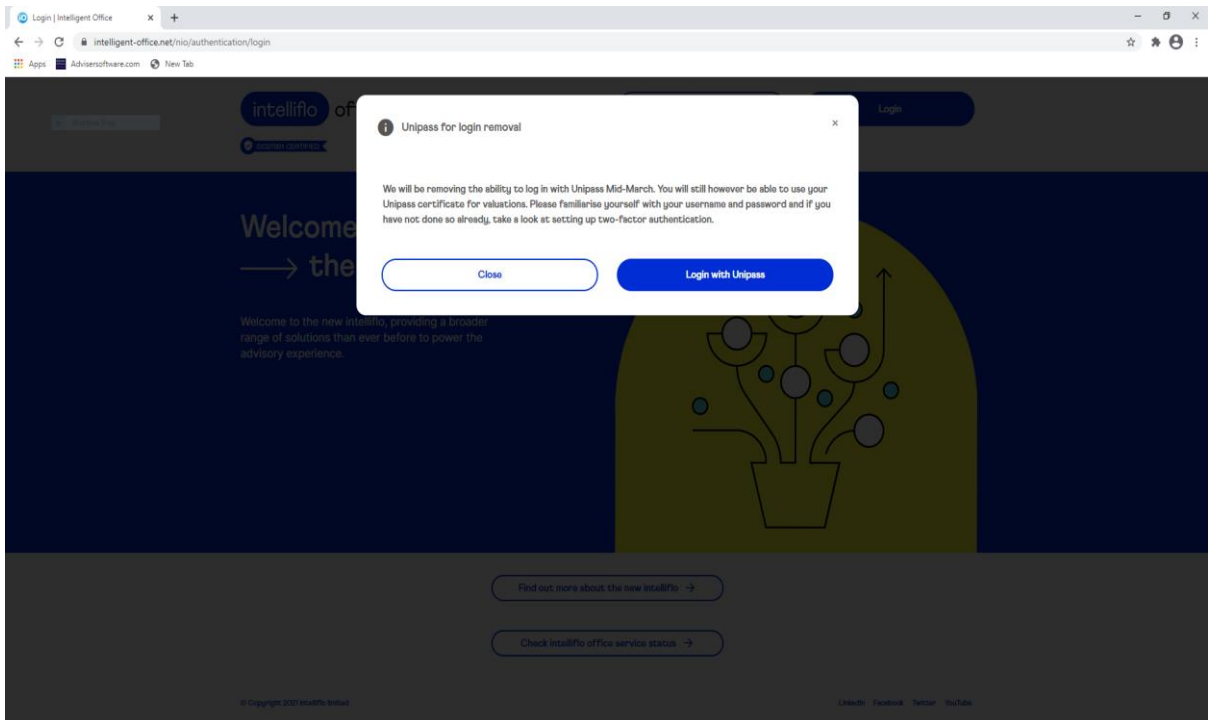
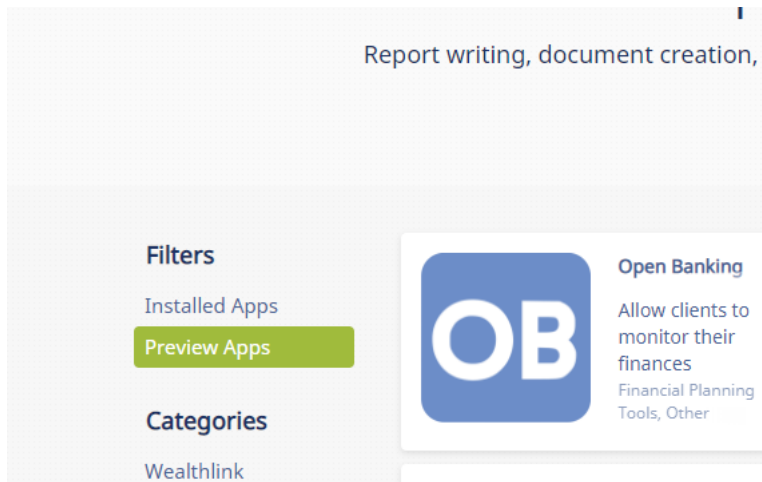
Dashboard is presented
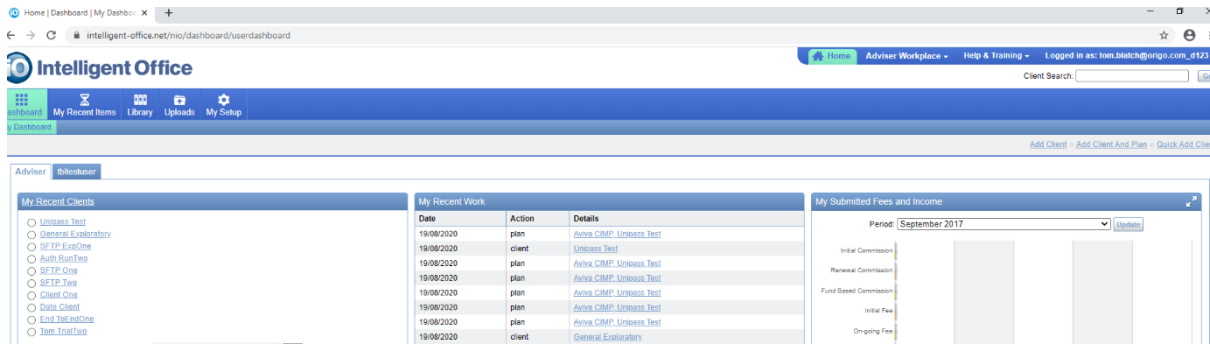
Navigate to the iO Store from Adviser Workplace dropdown:
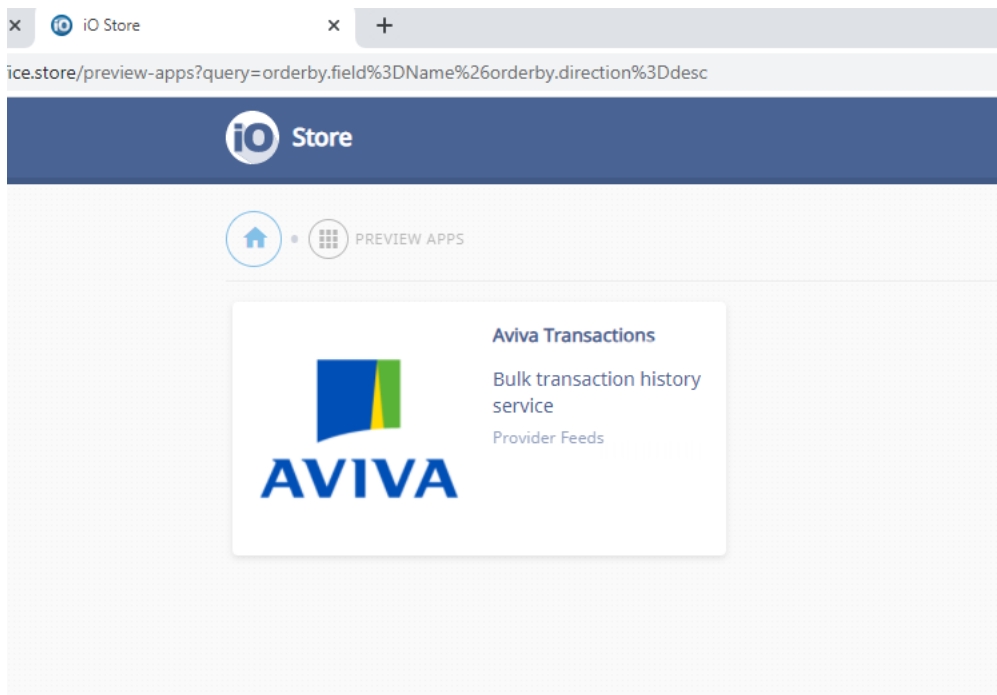

Press the 'Home' button, top left:

This screen gives access to the 'Preview Apps' option:

Select this and you will be taken to this screen, where the Aviva Bulk Transaction History app is displayed:

Click on the app:

Click on 'Install Preview':

Confirmation/Terms &Conditions popup is presented, check the "Terms and Conditions" at the foot:

You will also need to click the approve button if this appears
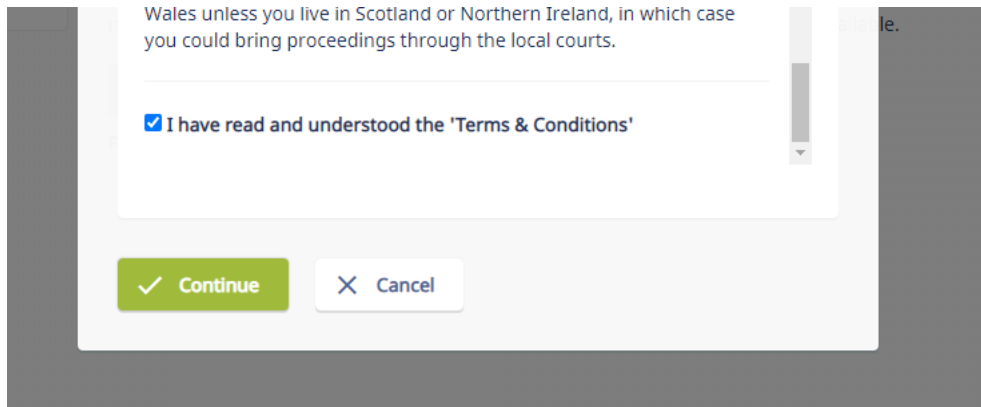
'Continue' button is then lit, press it:
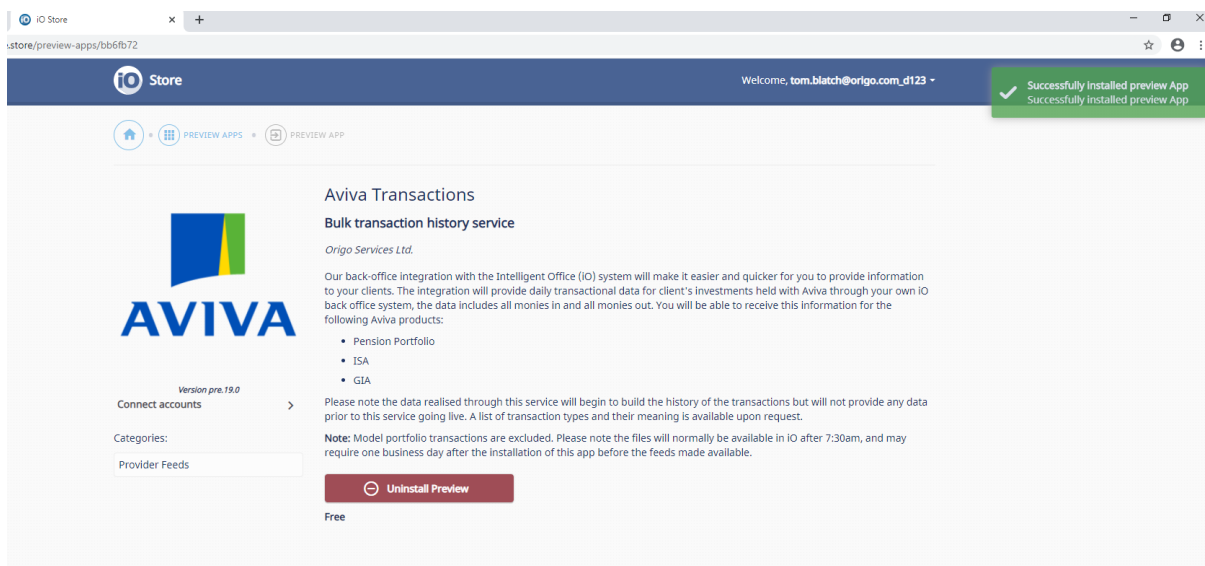
App is installed! Confirmation notification in the top right to confirm.

To connect using your Unipass certificate, click the 'Connect accounts' action on the left:
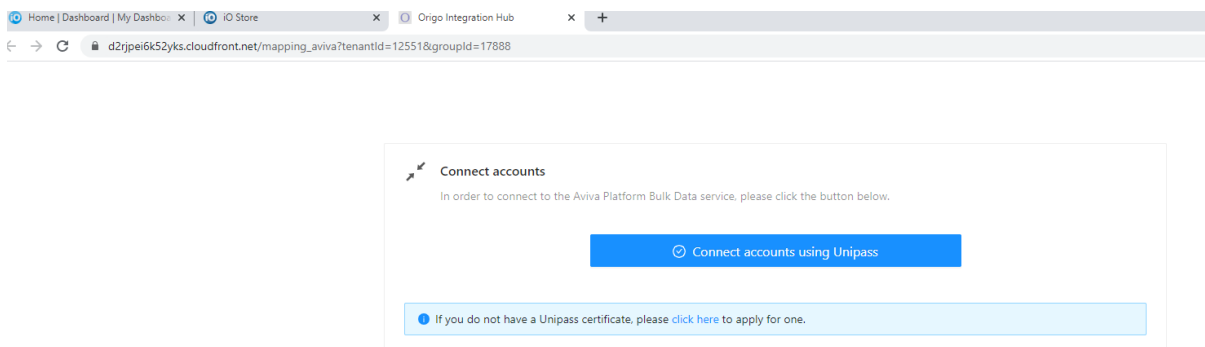
This opens a new OIH 'Connect accounts' page, where you should hit the 'Connect Accounts….' Button:

Select a certificate

Select a certificate to which you want to authenticate oihsys.origoservices.com:443

Subject	Issuer	Serial
Tom Blatch	Origo Root CA - G3	21C55183106B9D79A...
OIH TEST SS	Origo Root CA - G3	5907E32E6F5FF2F780...
OIH TEST SS Indivisual	Origo Root CA - G3	54D05B73039B27DD0...
OIH TEST IFA REV	Origo Root CA - G3	5228246B93B11EBDE...

Certificate information   OK   Cancel

Unipass certificate, please click here to apply for one.

All Unipass certificates in your certificate store are presented, highlight the one you wish to use and press 'OK':

Origo Integration Hub

ntId=12551&groupId=17888

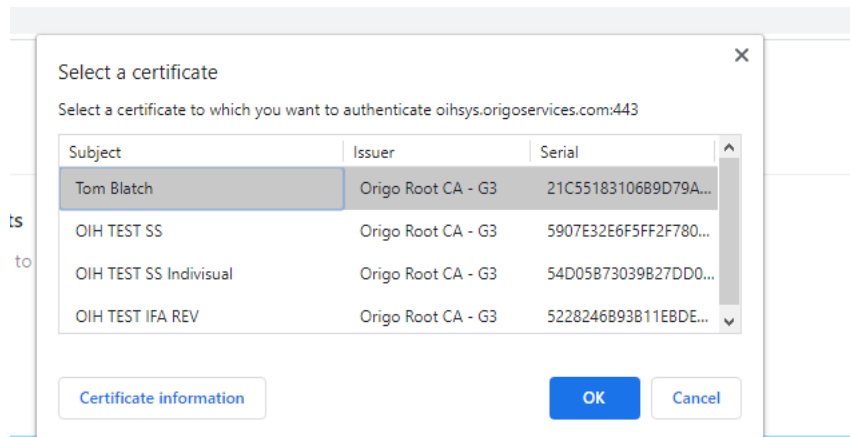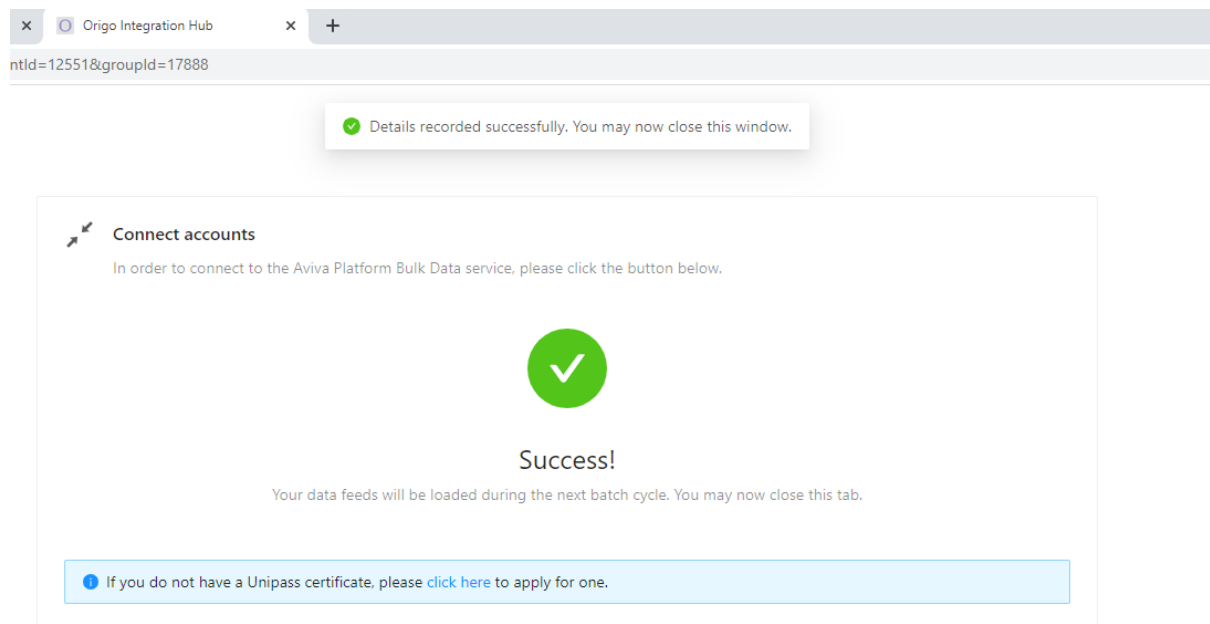✓ Details recorded successfully. You may now close this window.

Connect accounts

In order to connect to the Aviva Platform Bulk Data service, please click the button below.

✓

Success!

Your data feeds will be loaded during the next batch cycle. You may now close this tab.

ⓘ If you do not have a Unipass certificate, please click here to apply for one.

Your Unipass certificate is now connected to the Aviva Bulk Transaction History preview app.

This action also generates a confirmation email to Aviva.

For additional support

For support in downloading the app please contact ecsd@aviva.com or 0800 056 4607.

Once the service is live please report any issues via the case submission process in Intelliflo's Community available via your iO account.

Please note the files will normally be available in Intelliflo Office after 7:30am.

Useful tips

Please note: If clients are invested in funds that are part of a model portfolio it is important to note that the transactions relating to a model portfolio will only be provided at model portfolio level and not at fund level. The Bulk valuation service will give the correct unit holdings every day for all investments including those within a model portfolio.

Following the installation of the App there is no need to reconnect your Unipass certificate if you are already receiving data from the bulk valuation service.