

Guide to activating accounting software connection – BGL Simple Fund 360

An accounting software connection can be activated to automatically feed external asset and additional Self Managed Super Fund (SMSF) information (such as member balances, member contributions caps and pension limits) through to an SMSF's BT Panorama account.

Overview

An accounting software connection is available where an accountant has been registered with BT Panorama and linked to an SMSF's BT Panorama account.

The following guide describes how to activate the connection for linked accountants who use BGL Simple Fund 360 software to administer the SMSF.

There are two key parts to activating a connection:

- A) The adviser or investor (where no adviser is present) requests to connect to accounting software, and
- B) The accountant authorises the connection to their software for that SMSF account.

If authorisation has already been provided to the accountant previously, please refer to the last section in this guide: 'Update an authorisation to include BT Panorama access to an additional SMSF'.

If you are an accountant, please contact the BT Panorama registered financial adviser or BT Panorama Support on 1300 881 716 (for an investor where no adviser is present) for help on the registration and linking process, if required.

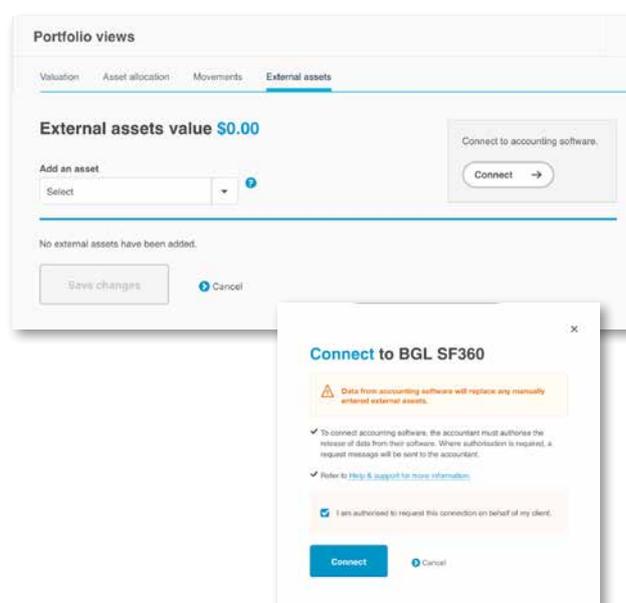
Part A: Request connection – adviser (or investor, where no adviser is present)

If you are an adviser or investor (where no adviser is present), you can request to connect to an accountant's BGL Simple Fund 360 software.

To request an accountant's authorisation:

1. Sign in to BT Panorama.
2. Select the SMSF account you wish to connect to accounting software.
3. Navigate to **Portfolio views > External assets** and select **Connect** ().
4. Confirm the connection request by selecting **Connect** ().

An email notification will be sent to the linked accountant to notify them of your request. The connection will be activated once they authorise the connection. If they previously provided authorisation covering this SMSF, the connection will be activated immediately.



Part B: Authorise connection – accountant

If you are an accountant linked to an SMSF BT Panorama account, you may receive a request to authorise connection to your accounting software.

To authorise BT Panorama to access the SMSF's details within BGL Simple Fund 360 you can choose from the following two options:

1. Authorise BT Panorama to **access all of your SMSFs** on BGL Simple Fund 360.
 - By authorising access to all SMSFs upfront, you will not need to provide authorisation again if an adviser or investor (where no adviser is present) subsequently requests access on behalf of an additional SMSF.
 - BT Panorama will only request information from BGL for SMSFs that have a BT Panorama account and where the adviser or investor (where no adviser is present) on that account has requested to connect to your accounting software.
 - BT Panorama will send you a notification each time an additional SMSF is linked.
2. Authorise BT Panorama to **access one or more selected SMSFs** on BGL Simple Fund 360.
 - By only authorising select SMSFs, you will subsequently need to update the authorisation each time an adviser or investor (where no adviser is present) requests access on behalf of an additional SMSF.

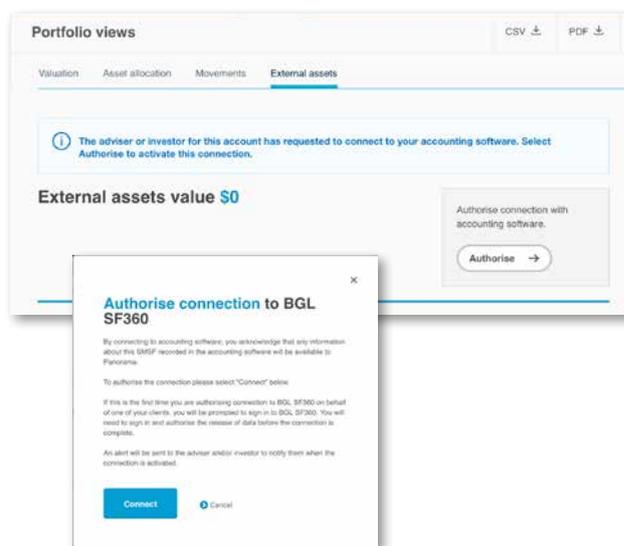
With either option you need to ensure the SMSF's ABN is recorded in BGL360 so that we can link the data.

Option 1: Authorise BT Panorama to access all of your SMSFs

1. Sign in to BT Panorama.
2. From your client list, select the account that the adviser or investor has requested access to.
3. Within the account, navigate to **Portfolio > External assets** and select **Authorise** ().

A modal is displayed to confirm connection with BGL Simple Fund 360.

4. Select **Connect** ().



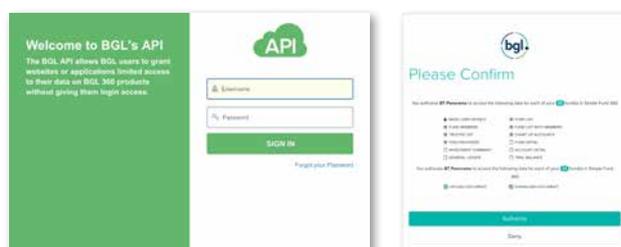
BGL is displayed in a separate window.

5. Sign in to BGL (if you are not already signed in).

The **Please Confirm** page is displayed.

6. Select **Authorise** () to authorise connection for all current SMSFs as well as automatically authorise any subsequent requests.

You will be redirected back to BT Panorama. The connection is now activated and the SMSF's external assets and additional SMSF information are now retrieved directly from the accounting software.

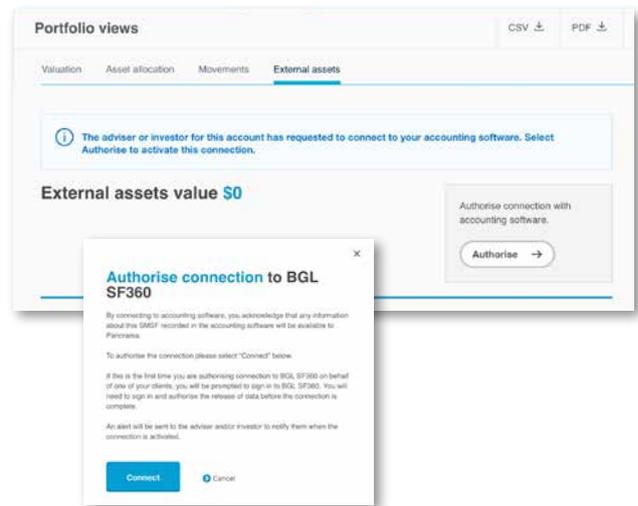


Option 2: Authorise BT Panorama to access one or more selected SMSFs

1. Sign in to BT Panorama.
2. From your client list, select the account that the adviser or investor has requested access to.
3. Within the account, navigate to **Portfolio > External assets** and select **Authorise** ().

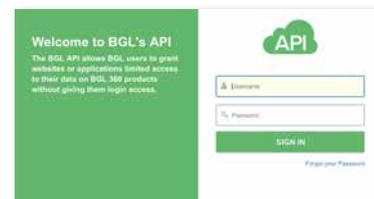
A modal is displayed to confirm connection with BGL Simple Fund 360.

4. Select **Connect** ().



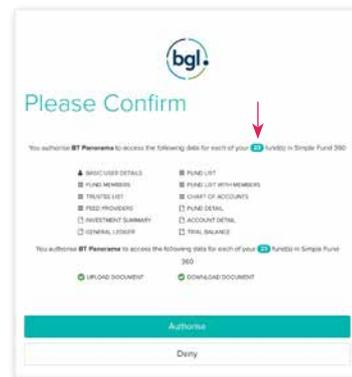
BGL is displayed in a separate window.

5. Sign in to BGL (if you are not already signed in).



The **Please Confirm** page is displayed.

6. To specify the SMSF you want to authorise access to, first select the icon showing the number of funds ().



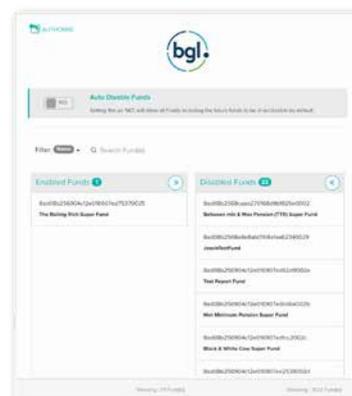
A page showing enabled and disabled funds is displayed.

By default, the **Auto Enable Funds** toggle option is set to (). This means that every current SMSF and any newly added SMSF will be automatically authorised (once **Authorise** is selected).

7. Set the toggle to **NO (Auto Disable Funds)** if you do not wish to authorise new SMSFs automatically.
8. Place funds in either the **Enabled Funds** or **Disabled Funds** lists using the arrows () to move the SMSFs from one list to the other.

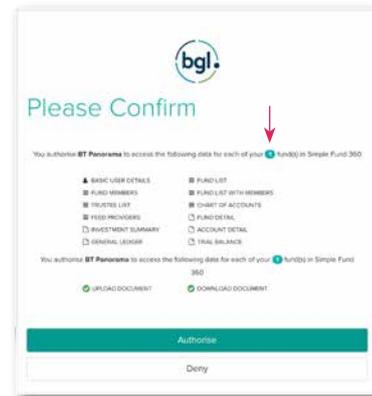
The example on the right shows one SMSF in the Enabled Funds list and the remaining SMSFs in the Disabled Funds list.

9. Once you have specified the enabled and disabled SMSFs, select  **AUTHORISE** in the top-left corner.



- The icon showing the number of authorised SMSFs is updated with your selection. Confirm the authorisation by selecting **Authorise** ().

You will be redirected back to BT Panorama. The connection is now activated and the SMSF's external assets and additional SMSF information are now retrieved directly from the accounting software.



Update an authorisation to include BT Panorama access to an additional SMSF

If you previously provided authorisation for BT Panorama to access individual SMSFs only, and an adviser or investor has requested access to an additional SMSF, you will need to update the authorisation to allow this connection. This can be done via BGL Simple Fund 360.

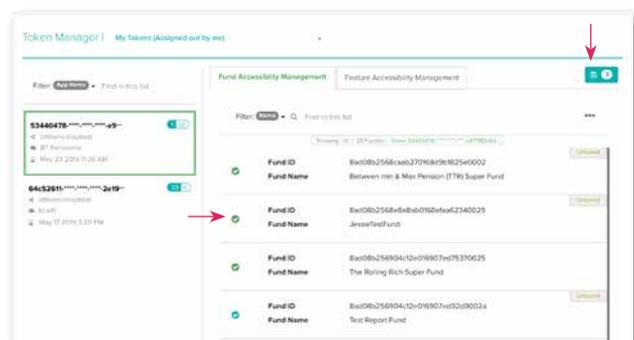
- Sign in to BGL.
- Navigate to **CONNECT** () > **CONNECTIONS** and select **Manage my API Token** ().



- On the **Token Manager** page, select the access token for BT Panorama (selecting anywhere on the token will take you to the next page).



- Select the additional SMSFs for the token authorisation by clicking the radio button to the left of each fund name.
- Select the **save icon** () in the top right corner of the page to save the changes.



For more information

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