Morningstar Office^{SM} Cloud
Release Notes December 18, 2018

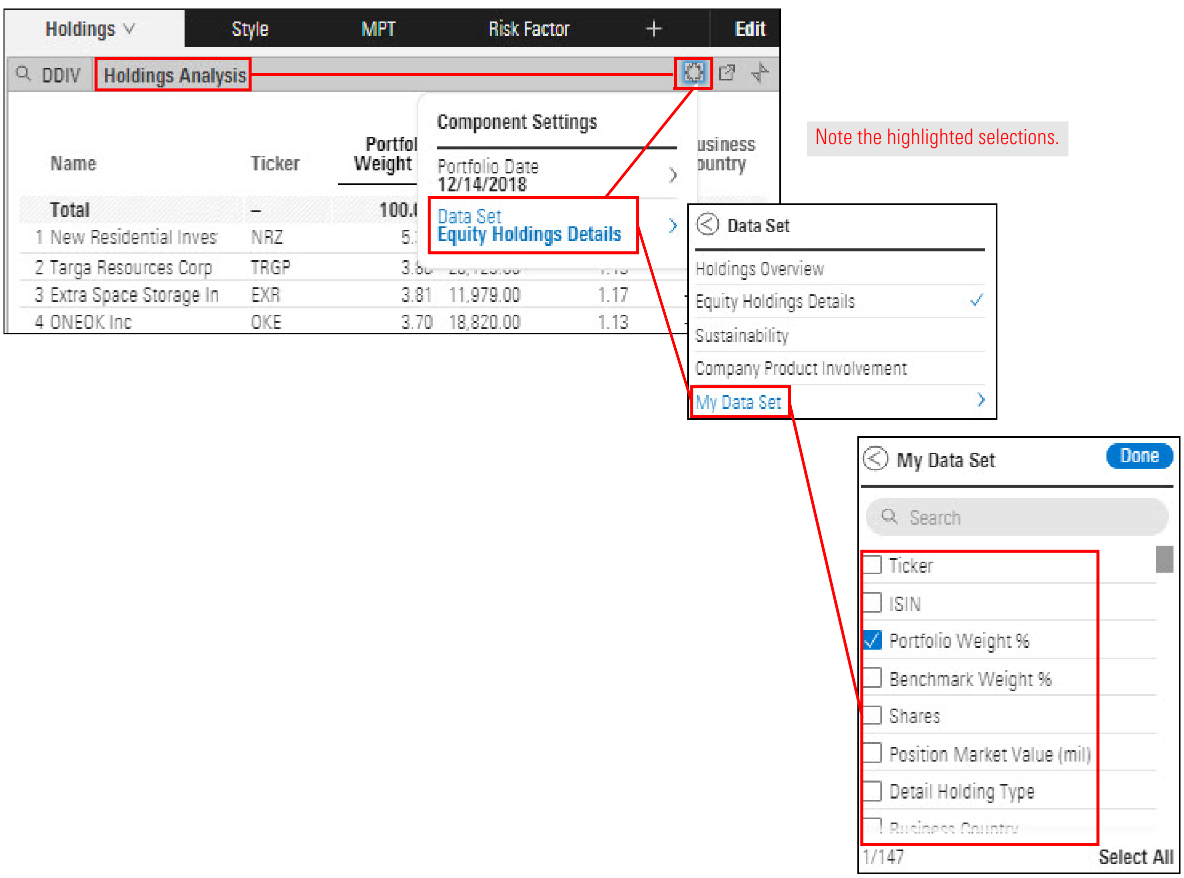
Overview

This document describes the new features and enhancements in Morningstar Office^{SM} Cloud, as follows:

What new data points are available in the Holdings Analysis component?

In the Investment Analysis workbooks (Managed Investments, Markets - Equity Research, and Markets - Overview)(, the Holdings Analysis component can now display the following data points via the My Data Set option:

- Detail Holding Type
- EPS Growth % 3 Yr (FY 1)
- Free Cash Flow (mil) TTM
- ISIN
- Moat Source - Efficient Scale
- Moat Source - Intangible Assets
- Moat Source - Network Effect
- Moat Source - Switch Cost
- Moat Source - Cost Advantage
- Morningstar Fair Value per Share
- Net Income (mil) TTM
- P/E Ratio Forward
- Revenue Growth % 3 Yr



How can I view a fund's Morningstar Historical Sustainability Score in a Morningstar Report?

In a Morningstar Report, you can now view the fund's Morningstar Historical Sustainability Score. The Morningstar Historical Sustainability Score is a weighted average of the trailing 12 months of Morningstar Portfolio Sustainability Scores.

The Morningstar Historical Sustainability Score is a weighted average of the trailing 12 months of Morningstar Portfolio Sustainability Scores. However, the monthly scores are not equally weighted; more recent portfolios are weighted more heavily than older portfolios. This enables the Historical Sustainability Score to reflect portfolio managers' more recent decisions.

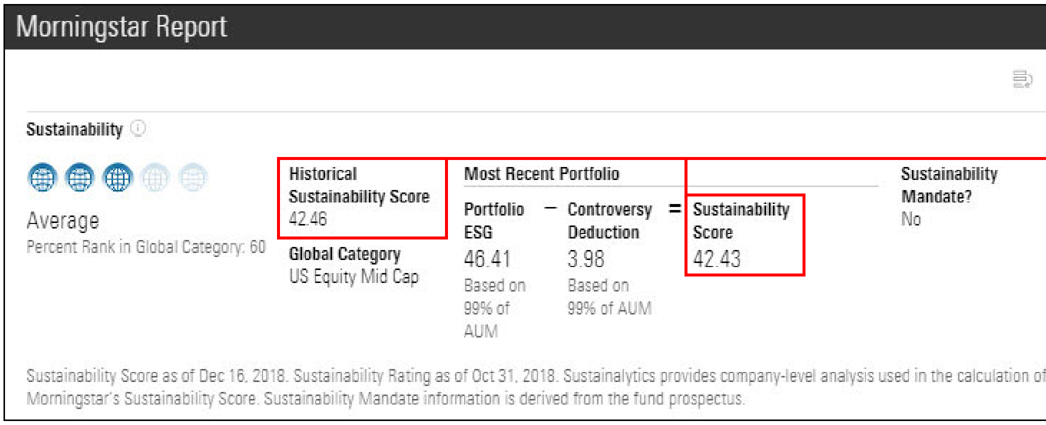
The most recent month's score is multiplied by 12, the score of the month before that by 11, two months ago 10, all the way to 12 months ago, which is multiplied by 1. An example of these calculations is shown in the following table:

Portfolio Date	Portfolio Sustainability Score	Weight	Weighted Sum
7/31/2018	48.84	12	586.08
6/30/2018	48.01	11	528.11
5/31/2018	48.66	10	486.60
4/30/2018	48.07	9	432.63
3/31/2018	47.65	8	381.20
2/28/2018	47.86	7	335.02
1/31/2018	48.77	6	292.62
12/31/2017	48.29	5	241.45
11/30/2017	47.83	4	191.32
10/31/2017	47.20	3	141.60
9/30/2017	47.42	2	94.84
8/31/2017	47.62	1	47.62
Totals		78	3759.09

Using the figures in the table, the Historical Score is computed by dividing the Tottal Weighted Sum by the Total Weight, as follows:

$$\frac{3759.08}{78} = 48.19$$

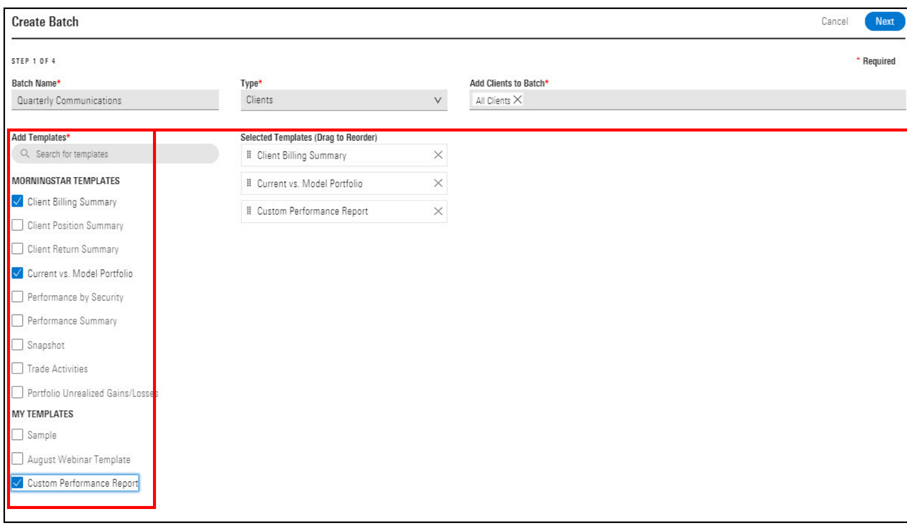
To learn how to find a fund's Morningstar Historical Sustainability Score in the Morningstar Report, please read Leveraging Morningstar Sustainability Data.



This fund's Historical Sustainability Score is slightly higher than its most recent Portfolio Sustainability Score.

How can I use a Presentation Studio template in a batch report?

When creating a batch schedule, you can now select a Presentation Studio template.



Select or search for a template.

For more information about using a template in a batch report, please read Creating a Batch Report.

How can I automate Billing Summaries for billing in advance?

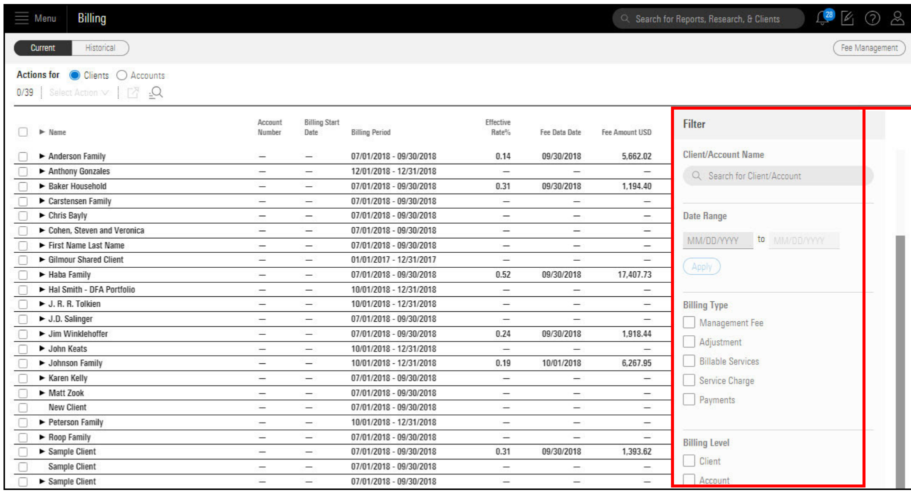
If you want to automate Billing Summaries that bill in advance, future-looking dynamic end dates are now available in batch reporting. The new settings are as follows:

- Month End of Batch Run, and
- Quarter End of Batch Run.

For more information about batch reporting, please read Creating a Batch Report.

How can I sort and filter historical billing information?

In Billing, you can now use search to sort and filter historical billing information.



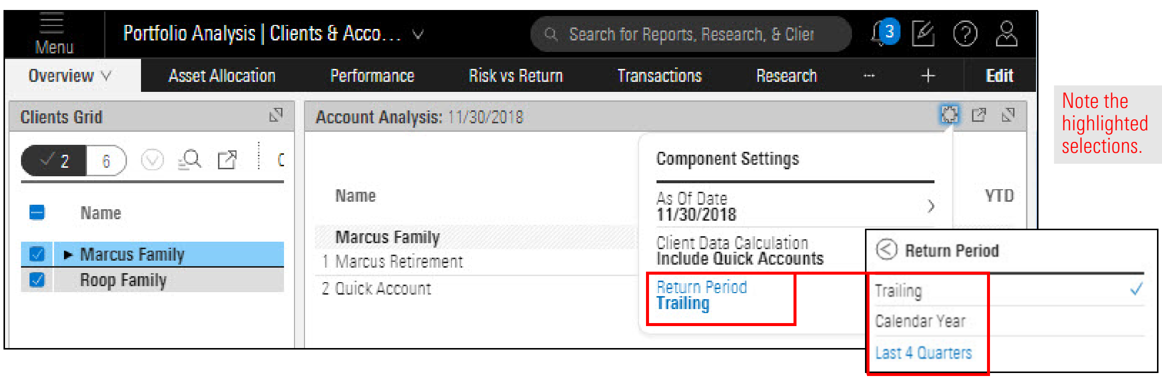
Note the highlighted selection.

To learn more about this feature, please read Creating and Managing Client Bills.

What new time periods are available for account analysis?

The following time periods are now available in the Account Analysis component:

- Trailing (default)
- Calendar Year, and
- Last 4 Quarters.



Note the highlighted selections.

What's new in CWP hosting?

Client Web Portal web services are now hosted by Amazon Web Servers. Prior to this release, CWP web services were hosted by Morningstar servers.

As a result of this update, clients accessing the Client Web Portal from the former address (cwp.morningstar.com) are no longer automatically redirected to the current address (fp.morningstar.com). The Morningstar Product Development Team is working to restore automatic redirect, and a fix will be in place on January 8, 2019. Until that time, clients wishing to access the Client Web Portal must go directly to fp.morningstar.com. We apologize for any inconvenience.

Please complete the T3/Inside Information Annual Software Survey

Let your voice be heard by taking an industry software survey administered by T3 and Inside Information.