

Net Worth Pro 2



PRODUCT MANUAL
Version 2.0

 *The Blue Plum Software Inc.*

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1 Getting Started

Welcome to the Blue Plum Software!



About this guide

The purpose of this document is to help you to familiarize yourself with **Net Worth Pro 2** for getting started and using the application.

Audience

This document is written for users who are new to **Net Worth Pro 2** and are just getting started. If you have used **Net Worth Pro** in the past, you may already be familiar with some of the concepts explained in this document.

Organization of this guide

Please note that this document is written for the latest version of **Net Worth Pro 2**.

This document explains the features and functionality of **Net Worth Pro 2** and how you can use the application. There is conceptual information as well as task-oriented steps throughout the document. If you are not sure where to begin, please review the “Getting started” section.

1.1 System Requirements

- OS X Yosemite (version 10.10).
- 2.0 GHz Intel Core 2 processor or higher.
- 2 GB RAM and minimum 200 MB hard-disk space.
- Internet connection (in case you want automatic updates of foreign currency exchange rates)

1.2 Installation

If you're familiar with installing apps from the Mac App Store, you will find that **Net Worth Pro 2** is installed in the usual way.

1. Click "Download on the Mac App Store".



2. Click the price, and then click Buy App.
3. There is no step three.



After downloading, **Net Worth Pro 2** is automatically installed in the Applications folder, and its icon appears in Launchpad.

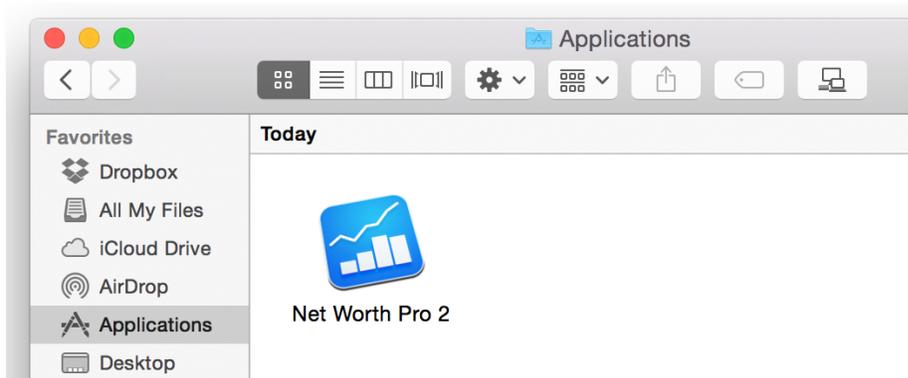
2 Running Net Worth Pro 2 for the first time

Set your system's default currency first

Regardless whether you are a new or an existing **Net Worth Pro** application user, you need to make sure that your local currency is set correctly. To see how to set your systems' local currency, read the section 3.10.1 of this manual.

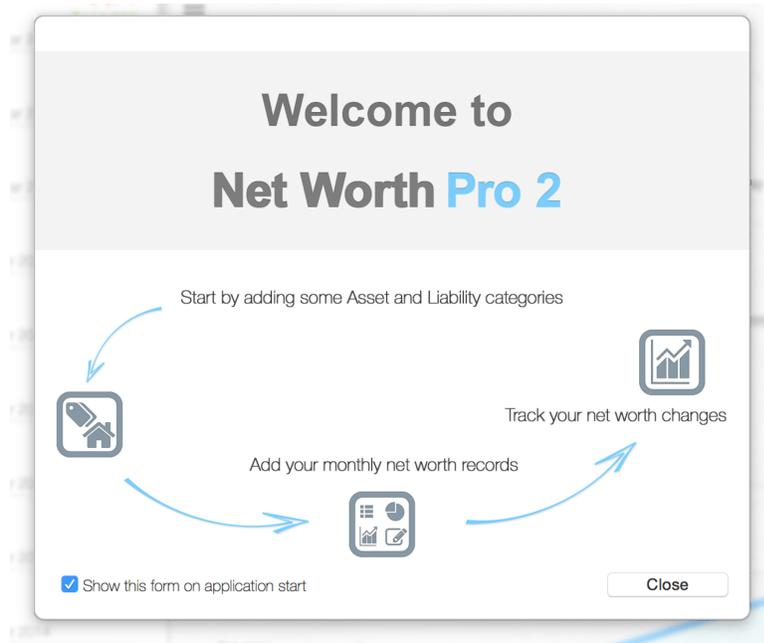
Open Net Worth Pro 2

To open **Net Worth Pro 2**, double-click its icon in the Applications folder.



Welcome screen

Net Worth Pro 2 will start and display a welcome screen with a feature overview. When you are finished reading, click Close button in the bottom right corner of the window:



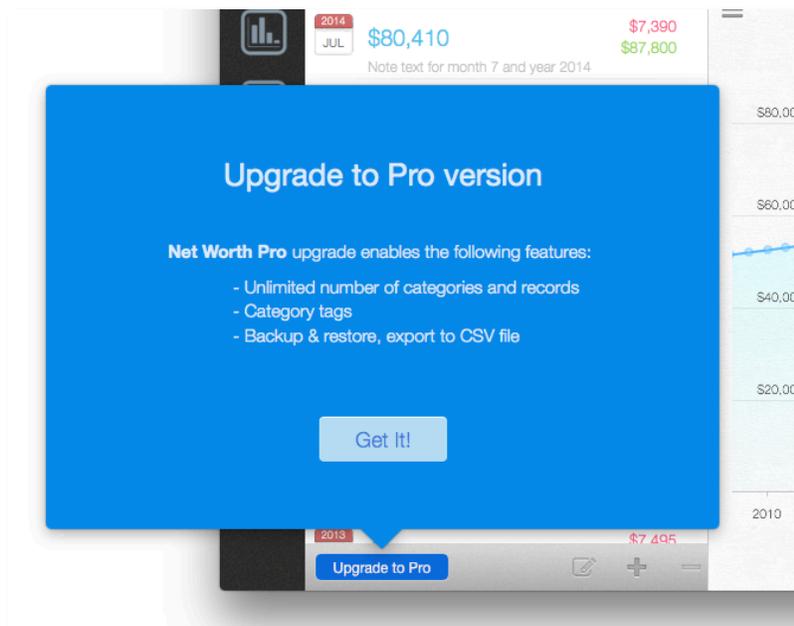
2.1 Upgrading to Pro version

This section applies only to users of the Net Worth 2 application. You can ignore it if you already have the 'Pro' version.

You can upgrade **Net Worth 2** application to the pro version through Apple's in-app purchase mechanism. The pro version unlocks the following features:

- Unlimited number of categories and net worth log records
- Category tagging.
- Backup/restore of your data, import of data from the previous version of **Net Worth Pro** application and export to a CSV file (Comma Separated Values file can be used to import data to spreadsheet applications).

To upgrade to the Pro version select '**Upgrade to Pro version ...**' menu item from the main application menu or by selecting the '**Upgrade to Pro**' button at the bottom of the net worth log records table:

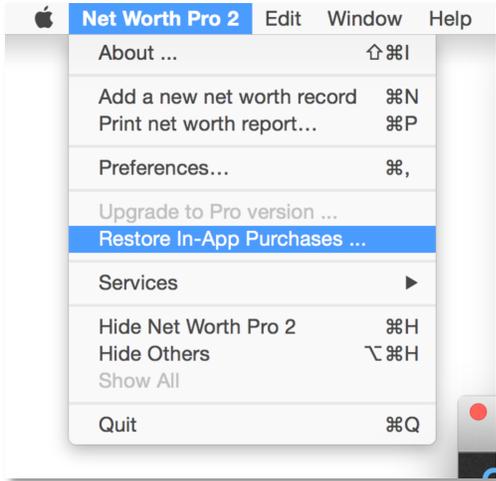


2.2 Restoring your in-app purchase

This section applies only to users of the Net Worth 2 application. You can ignore it if you already have the 'Pro' version.

You can restore your in-app purchase that upgrades **Net Worth 2** application to the Pro version if you have installed it on another computer or if you have previously deleted it from your computer.

To restore your in-app purchase and get all the Pro features again select the '**Restore my in-app purchase ...**' from the main application menu:



2.3 Trial version of Net Worth Pro 2

A trial version of the **Net Worth Pro 2** can be downloaded from our web site (<http://www.theblueplum.com/mac/networthpro2>).

The trial version lets you see and try all the application features using a sample data set as you would normally have after a period of usage.

The trial version is for demonstration purposes and cannot be upgraded to a full version.

Limitations:

- Trial version of the software won't let you save any changes you make in the net worth records, categories and tags.

2.4 Buying Net Worth Pro 2 from the Mac App store

To buy the Pro version of the application directly from the Apple Mac App store, click on the following link (or copy the URL and paste it to your web browser).

<https://itunes.apple.com/us/app/net-worth-pro-2/id952960741?ls=1&mt=8>



2.5 Data migration for existing Net Worth Pro application users

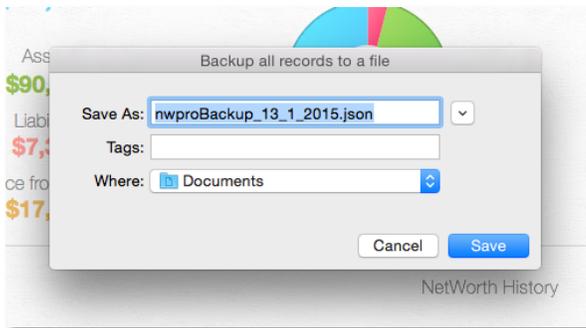
If you are user of Net Worth Pro version 1, you can migrate all your data to Net Worth Pro 2. Since Net Worth Pro 2 doesn't use iCloud to store its data, a direct application upgrade through the App store is not possible.

To import your existing data to Net Worth Pro 2, you must first export your Net Worth Pro 1 data to a file:

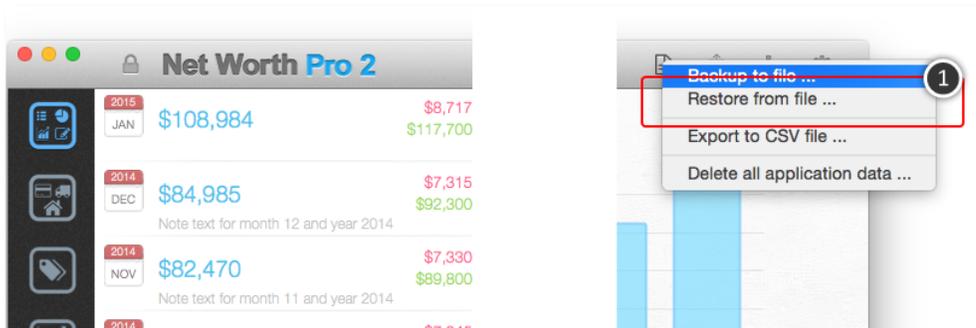
1. Start your Net Worth Pro 1 application and select the **'Backup to file ...'** menu item:



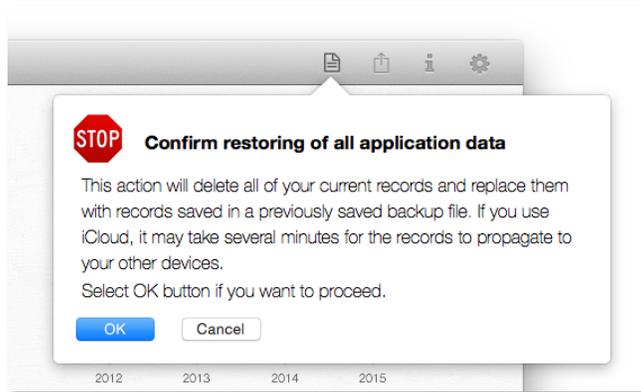
2. Choose a destination folder and hit **'Save'**. The application will save all your data in a standard JSON formatted file that can be used later to restore your data or import to some other application.



3. Start your Net Worth Pro 2 application and select **'Restore from file'** menu command¹:



4. You will be asked to confirm your action. If you already have some data in the application, all of that data will be deleted during the import:



5. Next, you will see a standard form for selecting a file. Select the file you have just created from version 1 of the application and click on the 'Open' button.

All your data from version 1 will be imported to Net Worth Pro 2.

It is not possible to import Net Worth Pro 2 data back to version 1 of the application.

Important: Use the 'Backup to file ...' command to periodically backup your net worth data file.

2.6 New users – where to start

As a new application user, you should first define your asset and liability categories. Once you are comfortable with how the application works, you can define tags and apply these tags to your categories to view at your information in the way you want.

You can start by reading section 3.1 to introduce yourself with terms used throughout the application. That will help you decide how to organize your records and start logging your data.

3 Tutorials

3.1 Basic terms and definitions

3.1.1 About Net Worth Pro 2

Net Worth Pro 2 lets you track your net worth and your financial well-being over time. It helps you organize your assets and liabilities in different categories, and track each of them individually or as a member in a tagged group.

3.1.2 Net worth and why we should track it

Net worth

It's the most important number in your personal finance. Tracking your Net Worth gives you the most accurate picture of your complete financial health. It is a snapshot of your financial life at one moment in time, a single number representing your financial health.

Tracking your net worth is like giving yourself a grade every month – a grade that helps keep your spending/savings for the month accountable.

It is essentially synthesizing all aspects of your personal finances into a single number.

To calculate your net worth, take every asset you can possibly think that of you own and subtract all the various sources of debt, and there it is - the single most comprehensive gauge of how you are doing financially.

Assets

Simply put, assets are everything you own. Assets include cash and investments, your home and other real estate, cars or anything else of value you own.

Liabilities

Liabilities are what you owe - car loans, mortgages, credit cards, student loan debt, etc.

Why you should be tracking your net worth

1. See where you are now. You need to know where you are at the moment so you could make a plan to go forward. The great thing about net worth is that it's constantly changing. You can make that number go up (or down) based on your everyday decisions. If you calculate a number you're not happy with, use it as a motivation to move that number closer to where you want it to be!

2. Make adjustments. Your net worth can change, but only if you take action. Your everyday financial decisions need to be ones that promote increasing assets or decreasing liabilities. This means that, if you make a \$100, you need to put it into your savings account (building up an asset) or use it to pay down some debt (decreasing a liability). Buying a new gadget with the money will in no way increase your net worth. You need to adjust spending towards categories that will increase net worth and away from those that provide immediate gratification but no long-term value.
3. Track your progress over time. This obviously doesn't need to be done every week, and that is why the application doesn't provide that option, but it's probably a good idea to recalculate your net worth every month to ensure that it is heading in the right direction.
Tracking net worth forces you to set mental goals in an effort to push yourself to keep the overall number moving in the right direction. And if you happen to find your net worth slipping, then simply go back to step 2 and see what other adjustments can be made. Remember, it's a marathon not a sprint. So, as long as you're frequently analyzing the situation and making changes as needed, you'll be better off than if you weren't tracking it to begin with.

3.1.3 Organization of your data within the application

Your application data contains several main entities:

- Asset categories – each one contains definition of your asset category: name, description, list of category tags, foreign currency information (if the category is not held in local currency) and depreciation rate in case you mark it as depreciable.
- Liability categories – contains the same information like in asset categories.
- Category tags – contains tag definitions: name, color and description.
- Net worth logs – contains net worth information related to a single monthly log: list of category values logged for that month, total value of assets, liabilities and total net worth.
For categories held in foreign currencies, each monthly log contains exchange rate of that currency at the time of entry.

There are two main ways how you can organize your categories:

3.1.4 Categories as groups of your similar accounts

This is simpler way to handle your finances, and it is the way we advise you to use in **Net Worth Pro 2**. First, you need to define all of your possible asset and liability categories. For example:

Asset category samples:

- Checking and savings accounts – this category will contain monthly states from all of your checking and savings accounts combined.
- Cash

- Home
- Investment real estate – this category can contain current value of all your other real estate properties combined.
You can define a single ‘real estate’ category if you want to track them all together, or you can create one category for each of your properties separately.
- Retirement accounts – this category can contain values of your retirement accounts
- Vehicles – value of all of your vehicles combined
- Etc.

Liability categories:

- Credit cards – this category will contain all of your credit card debts combined.
- Mortgages – this category will contain all of your outstanding mortgage debts combined
- Car loans
- Miscellaneous debts
- Etc.

It is entirely up to you how many categories and in how much detail you want to define them.

3.1.5 Categories as individual accounts

If you want to track your net worth in more detail, you would create more categories. For example, instead of defining a single category ‘Bank accounts’, you would create one category for each of these accounts and later on apply a tag called ‘Bank accounts’ to each of these categories.

Some category examples:

Asset category samples:

- Checking account
- Cash
- Cash in \$CND
- Home
- Rental property
- Car – GM truck
- Car - Buick

Liability categories:

- Credit cards – Visa
- Credit cards – American Express
- Home mortgage
- Home line of credit
- Car loan for GM truck

3.1.6 Category tags

Once you are done defining your categories, you can think about grouping these categories into logical groups.

You could create these tags:

- Liquid – you could tag all your cash and cash like items including checking account categories with this tag.
- Retirement – you could tag all of your retirement related categories with this tag
- Investment – you could group your investment bank accounts and your rental property with this tag
- Real estate – this tag could combine all of your real estate related categories in case you defined them separately.

You can assign more than one tag to a single asset or liability category and you can assign the same tag to more than one category.

3.2 Main application window

Once you start the application you will see the main **'dashboard'** view of your data. It gives you a quick overview of your current net worth state, a history chart of your net worth changes and a table with a list of your monthly net worth records:

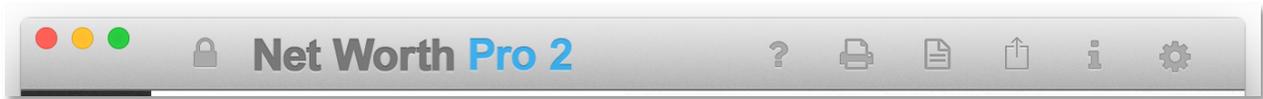


1 - Sidebar command bar

Sidebar command bar contains buttons that let you choose different sections of the application.

-  **Dashboard** – displays the application start page with the most important information.
-  **Categories** – lets you manage (add/edit/delete) your asset and liability categories.
-  **Tags** – lets you manage category tags and list tagged categories.
-  **History chart** – it shows the main net worth history chart in full size.
-  **Pie charts** – displays distribution of your categories relative to all your assets/liabilities.
-  **Annual charts** – displays annual net worth bar chart with optional future estimates.
-  **Comparisons** – compare any two net worth logs or compare your net worth to average net worth of people in other countries etc.

2 - Application title bar



Application title bar contains buttons that let you:

- Lock the application (🔒) with a password.
- Help button (?) – downloads this manual from our web site.
- Reports (📄) – lets you create, save or print miscellaneous reports.
- Export, backup or restore application data (💾).
- Report a bug to us, tweet or post a Facebook comment (📧).
- Display application information (ℹ️).
- Display application settings (⚙️).

3 - Net worth records table

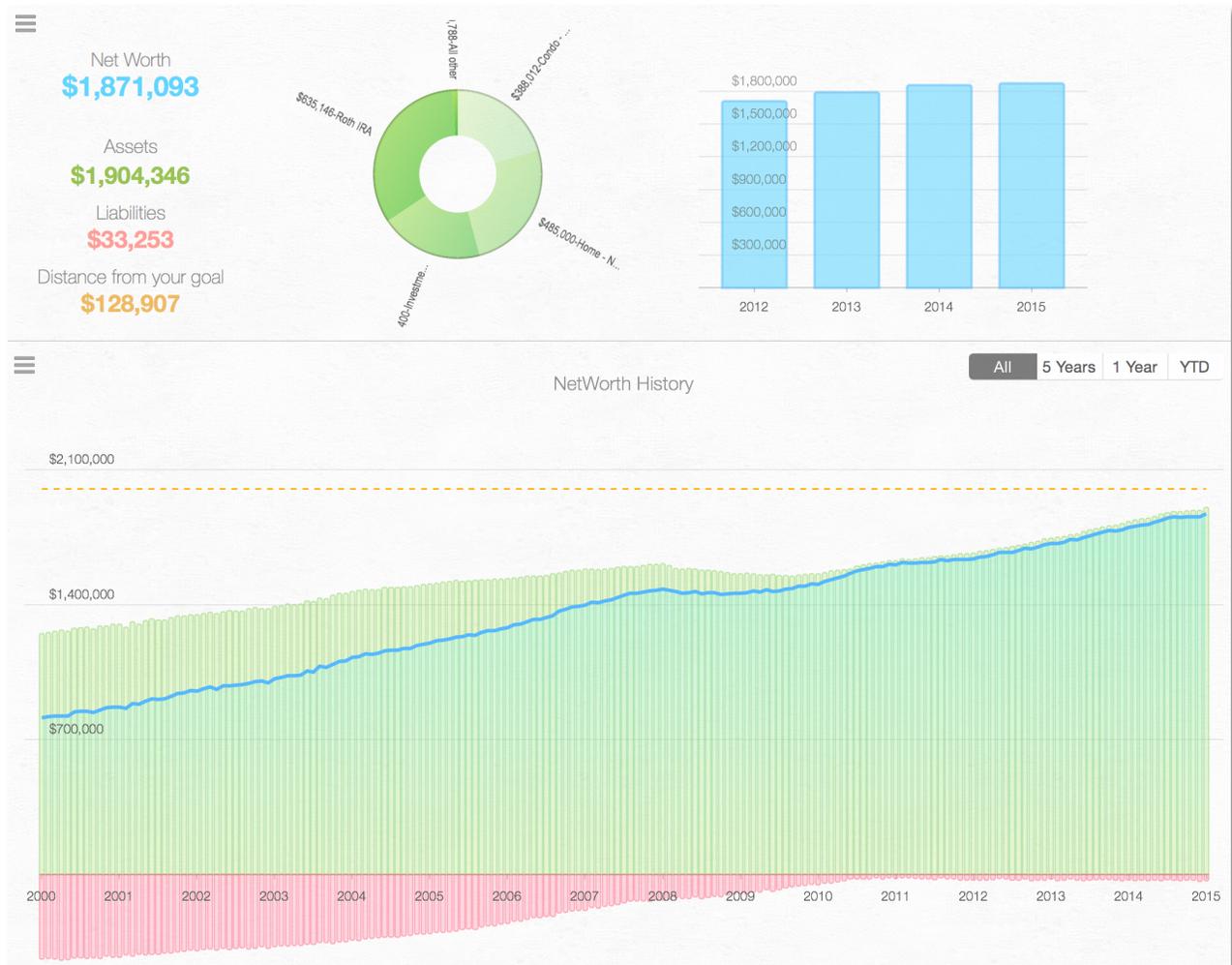
2015 JAN	\$108,984	\$8,717 \$117,700
2014 DEC	\$84,985	\$7,315 \$92,300
Note text for month 12 and year 2014		
2014 NOV	\$82,470	\$7,330 \$89,800
Note text for month 11 and year 2014		
2014 OCT	\$104,141	\$7,345 \$111,486
Note text for month 10 and year 2014		
2013 DEC	\$76,805	\$7,495 \$84,300
Note text for month 12 and year 2013		

This table contains a list of all your net worth logs. In this section you can add, edit or delete a net worth record ⁽⁵⁾.

Each monthly net worth log is represented by a single row in the table. Each row contains:

- Log date ⁽¹⁾
- Total net worth for that month ⁽²⁾
- Optional note related to this month's log ⁽³⁾
- Total assets and total liabilities for this month ⁽⁴⁾

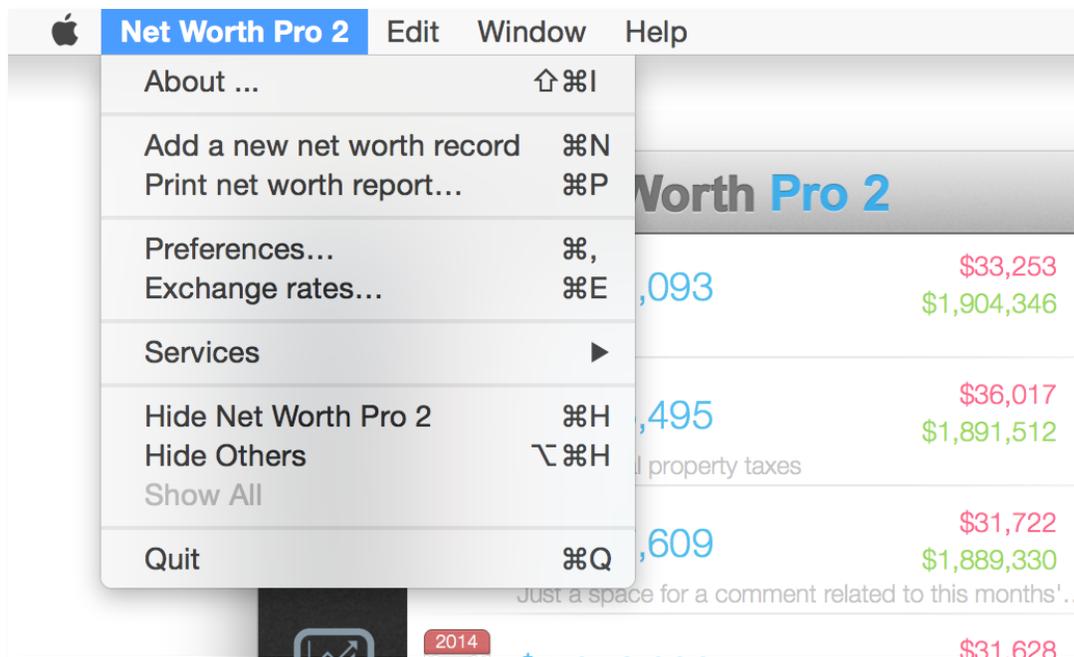
4 – Content area



The **'content'** area displays information related to the selected sidebar button – in this case, a dashboard showing your net worth information overview.

5 – Application menu

You can find most of commands from the application menu in the main application window as well, but these menu commands are provided for your convenience.



About – displays information sheet about the application

Add a new net worth record – opens the new net worth record entry form.

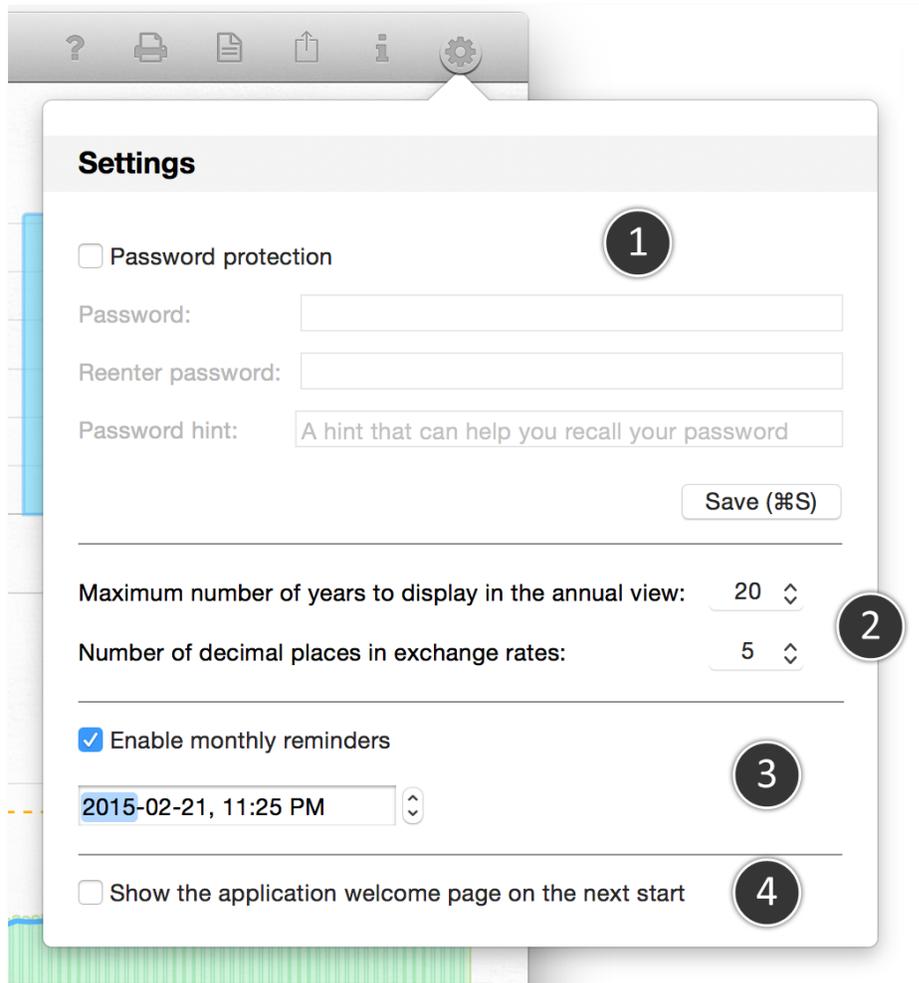
Print net worth report ... - opens a form that lets you choose and configure a printable net worth report.

Preferences – shows the preferences form.

Exchange rates – shows a list of supported currencies with current exchange rates.

3.3 Application preferences

To change application preferences select the 'Preferences/Settings' button at the top-right side of the application window:



This form has 4 main areas:

1. **Password** – fill in all the fields and click on the 'Save' button to add a password protection to your application. Password protection will prevent other people who have access to your computer to start the application and view your information.
Note: the application will not encrypt your data on your disk.
2. **Annual view** – adjust number of displayed years in the annual net worth view.
Exchange rate display – define how many decimal places to use when displaying exchange rates.
3. **Reminders** – set periodic monthly reminders on your Mac. If you set a reminder, your system will notify you every month that it is time to log your net worth. Choose time and date of your first notification.
4. **Welcome page** – select if you want to see the welcome screen next time you open the application.

3.4 Password protection

Password protection will prevent other people who have access to your computer to start the application and view your information. If you enable password protection in the application settings, the application will prompt you for a password each time it starts, or if you decide to lock it yourself.

Note: Keep in mind that the net worth data file stored on your disk is not encrypted.

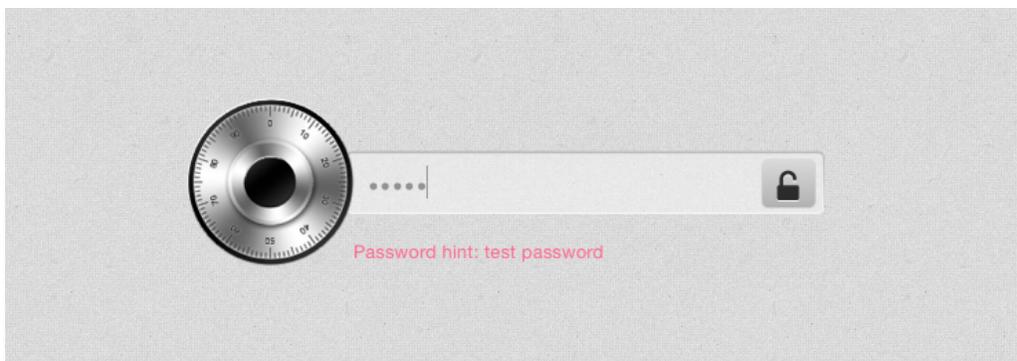
To lock the application, select the lock button in application's title bar:



Once you lock the application you will see the password prompt screen:



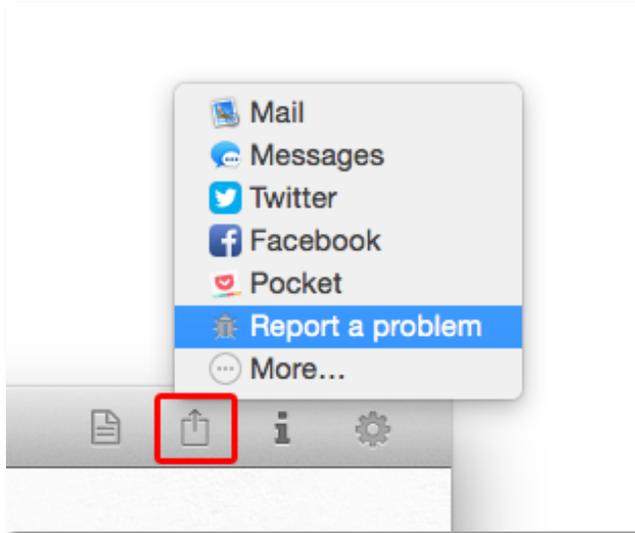
To enter the application, type in your password and press enter or click on the unlock button. If you fail to type in the right password more than 2 times, the application will display your password hint:



If you forget your password and the hint cannot help you, you can launch Apple's **Keychain Access** application and search for '**Net Worth Pro 2**' password. You will need your system's administrator's password in order to recover the password.

3.5 Customer feedback

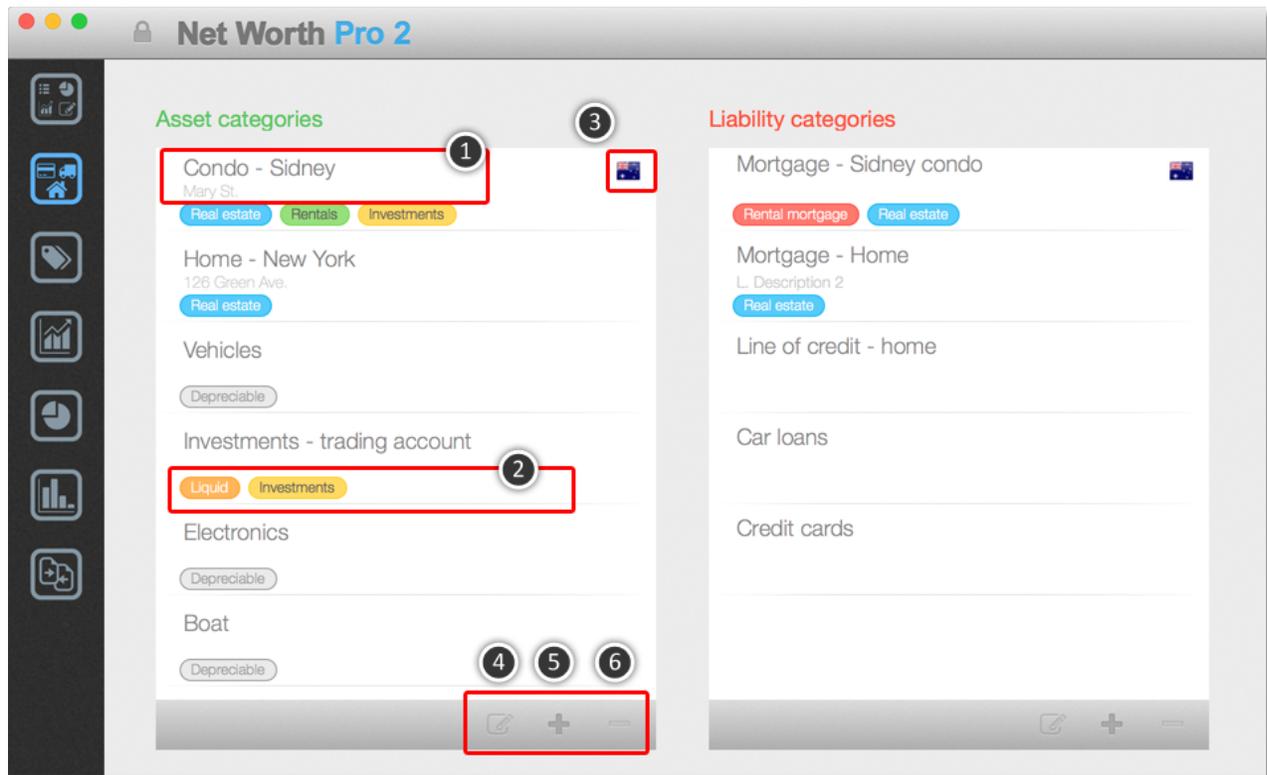
If you discover a problem in the application or just wish to contact us with feature suggestions for future versions, click on the feedback button in the application title bar:



If you decide to, you can tweet about the application or post a Facebook message from the application as well.

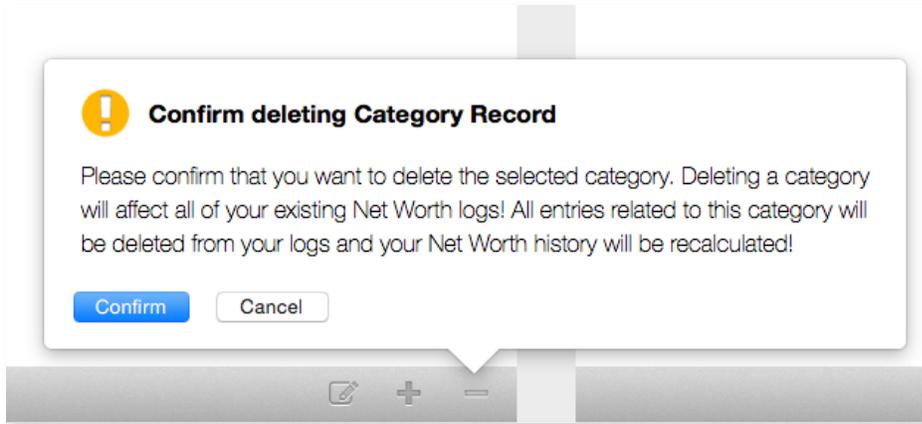
3.6 Managing categories

To add a new category, delete or change existing categories, select the ‘Categories’ button  in the sidebar command bar - :



This section contains two tables – one for your asset and one for your liability categories.

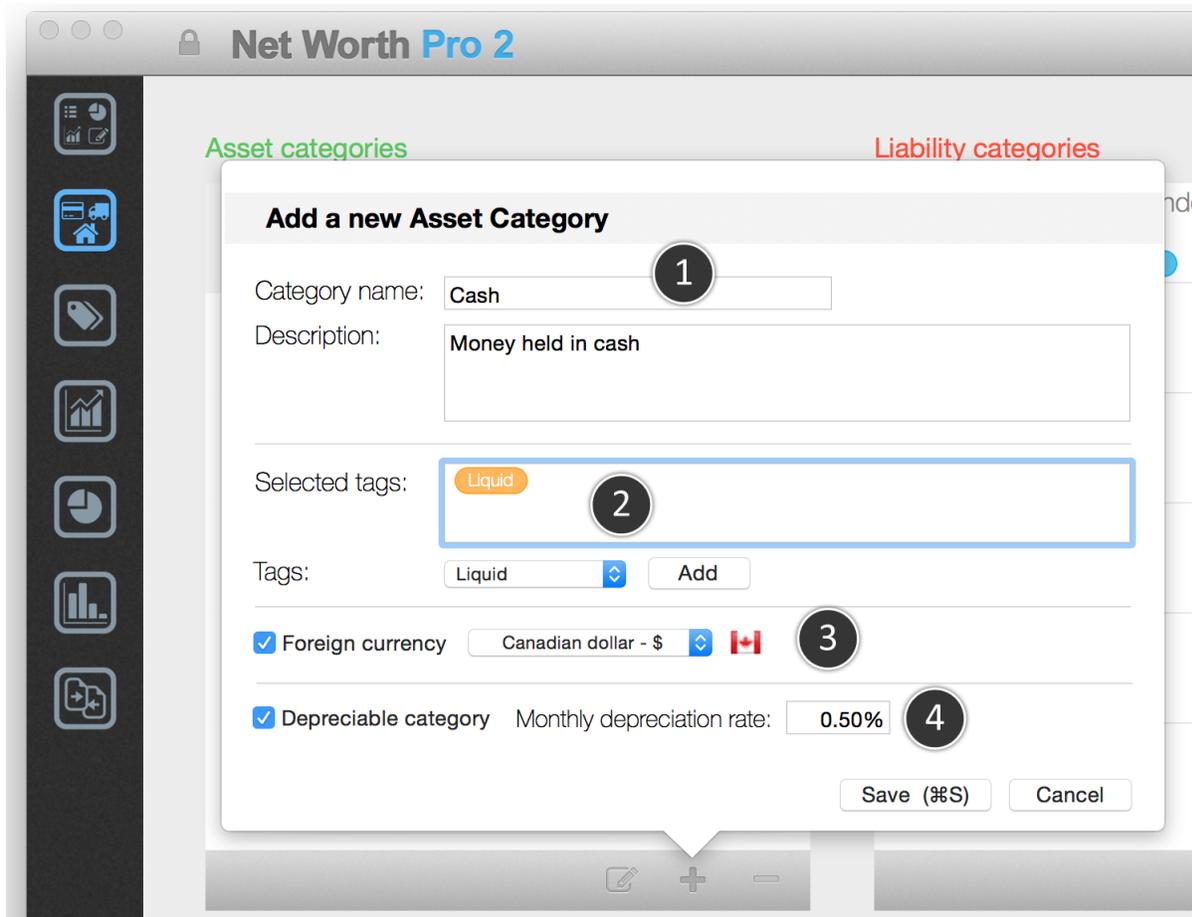
- 1 – Each category row displays the category name and description.
- 2 – At the bottom of each category row, you can see tags applied to the category. There is limited space to display these tags, so make sure to name your tags so that they all fit in one line if you need to see them there. If you assign too many tags to a category, some tags may not be displayed in this view.
- 3 – You can assign a foreign currency to any category. A separate section (3.10) deals with foreign currency support. If a category is marked as a foreign currency category, a flag related to that currency will be displayed at the right edge of the category row.
- 4 – ‘Edit’ button. To edit an existing category, select that category first and click on the ‘edit’ button. Alternatively, you can double-click on the category row to edit it.
- 5 – ‘Add’ button. To add a new category, select that button.
- 6 – ‘Delete’ button. To delete a category, select the category row first and then click on the ‘delete’ button. You will be asked to confirm your action:



Important: when you delete a category, all records related to that category will be removed as well, and all of your net worth history will change appropriately.

3.6.1 Adding a new net worth category

Once you click on the category 'Add' button (+) you will see the following form:



To add a new category you need to add at least its name ⁽¹⁾. All of the other fields are optional. When you enter a category name, make sure it is unique among your categories. If you use a category name that already exists, the application will display an error when you try to save it.

To tag the category with one or more tags, select the tag from a drop-down menu ⁽²⁾ and click on the **'Add'** button beside it. If you try to add the same tag again, the application will prevent you. If you want to add another tag, select the tag and click on the **'Add'** button again.

To remove an already assigned tag, select the 'Selected tags' field and delete a tag like you would delete any other text from an editable field.

If your asset or liability category is held in the foreign currency you can select the 'Foreign currency' check box and choose that currency from the drop-down menu ⁽³⁾.

If, at a later time you decide that you don't want to keep records of that category in the foreign currency, you can change the category and uncheck the 'Foreign currency' check box. That action won't change your recorded category amounts because the application keeps both the recorded foreign currency amount and the amount converted to your local currency.

If your category is depreciable, you can mark it as such ⁽⁴⁾ and specify percentage by which you would like that asset to depreciate each month.

For depreciable assets, when you add a new monthly net worth log, the application will take the amount from the previously logged month, depreciate it by the given percentage and suggest that value as a default amount for that asset.

3.6.2 Editing existing net worth category

To edit an existing category, select the category and click on the 'edit' button (✎). Alternatively, you can double-click on the category row to edit it. Once the category form opens you can change its information the same way as when adding a new category.

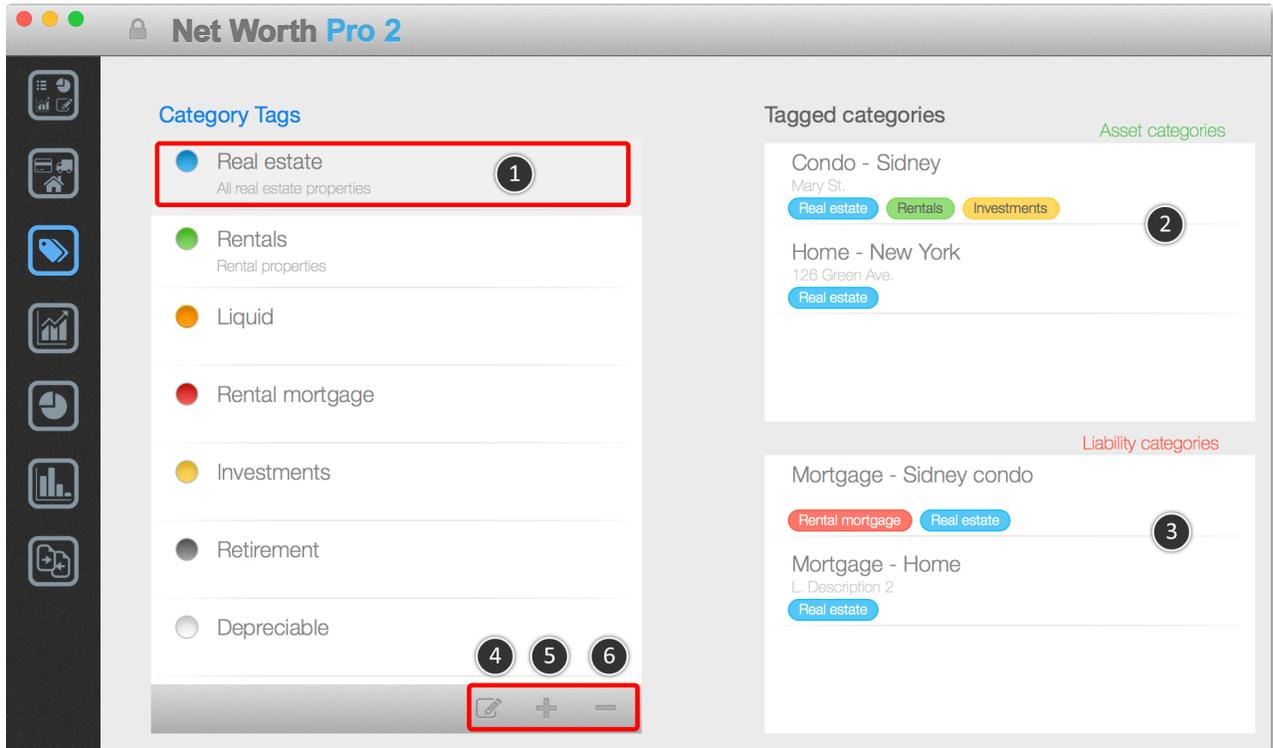
The screenshot shows the 'Edit Asset Category' form. At the top, there are two tabs: 'Asset categories' (in green) and 'Liability categories' (in red). The form title is 'Edit Asset Category'. The fields are as follows:

- Category name:
- Description:
- Selected tags: Real estate Rentals Investments
- Tags:
- Foreign currency:
- Depreciable category

At the bottom right, there are two buttons: 'Save (#S)' and 'Cancel'. Below the form, there is a toolbar with an edit icon (✎), a plus sign (+), and a minus sign (-).

3.7 Managing tags

To add a new tag, delete or change existing ones, select the **'Tags'** button  in the sidebar command bar:



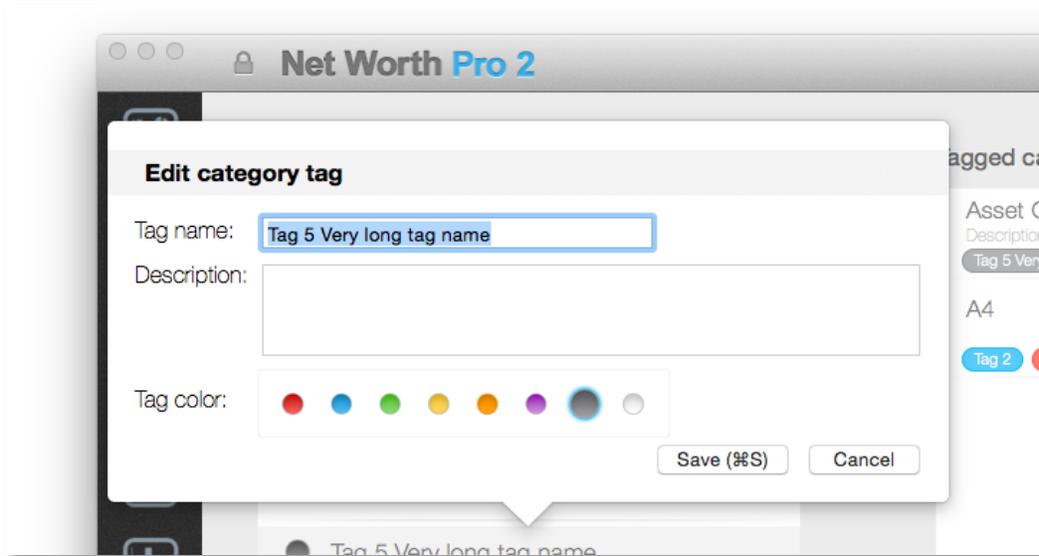
This section contains a table with your tags, and tables displaying tagged categories. If you select a tag in the left table, all categories tagged with that tag would be listed in tables ⁽²⁾⁽³⁾ on the right side.

Each tag row ⁽¹⁾ contains its color (more than one tag can share the same color), name and description.

To edit an existing tag ⁽⁴⁾, add a new one ⁽⁵⁾ or delete ⁽⁶⁾ a tag, use buttons at the bottom of the tag table.

3.7.1 Adding a new tag

To add a new tag click on the **'Add'** button (.



The only mandatory field is tag name. You need to enter a unique name for each of your tags.

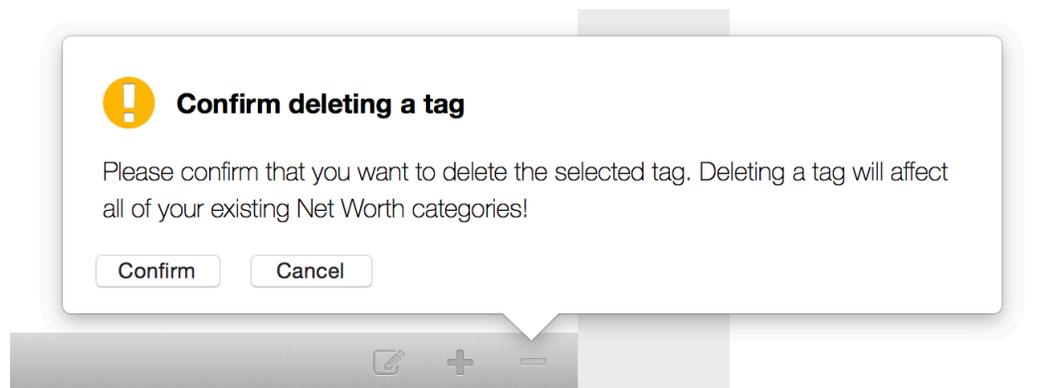
If you want, assign a color to your tag and save it. Once you save a tag it becomes visible to your categories.

3.7.2 Editing an existing tag

To edit an existing tag, select the tag first and click on the 'edit' button (✎). Alternatively, you can double-click on the tag row to edit it. Once the tag form opens you can change its information the same way as when adding a new tag.

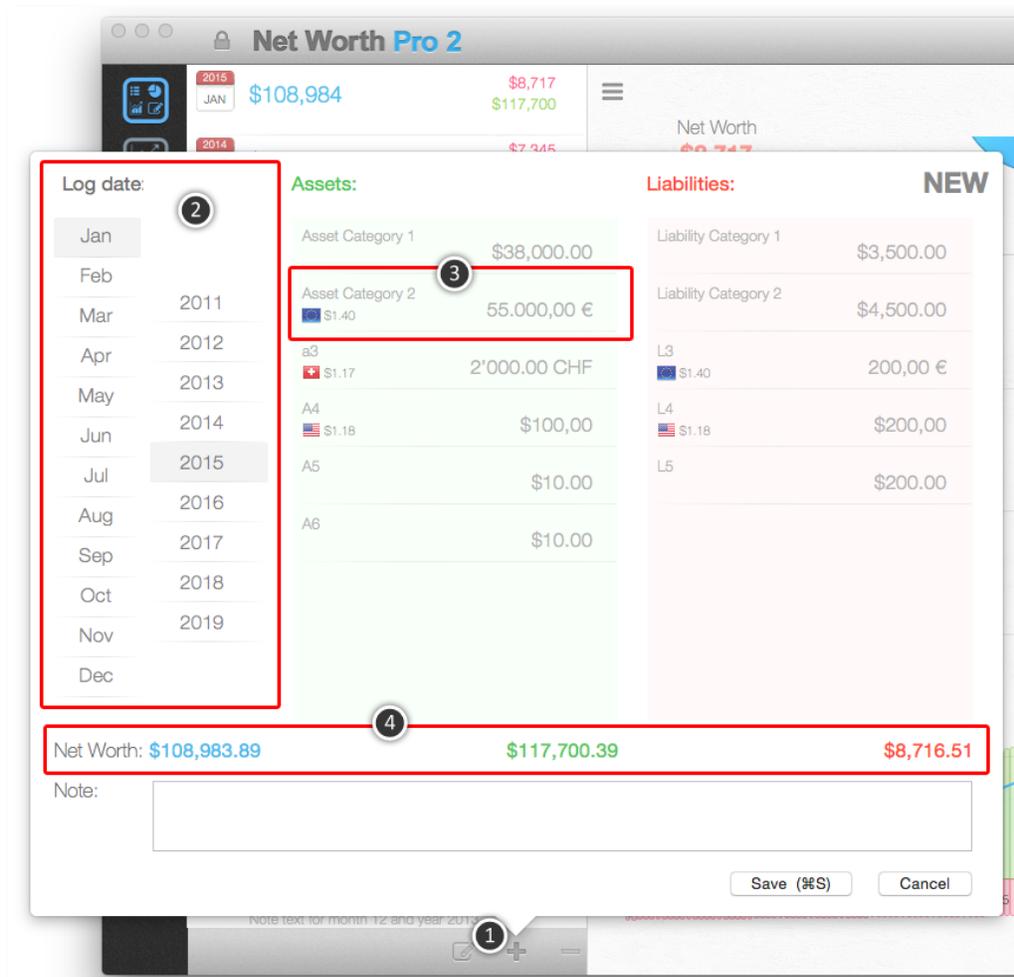
3.7.3 Deleting a tag

To delete a tag, select the tag row first and then click on the 'delete' button (☒). You will be asked to confirm your action.



3.8 Adding a new net worth record

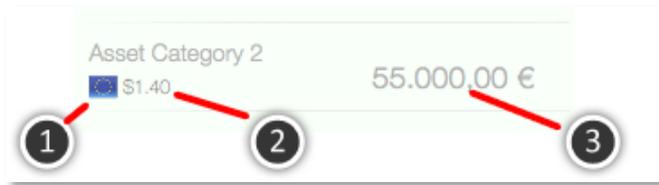
You add, delete or edit net worth records from the main 'Dashboard' section. To add a new net worth record, select the 'Add' button (+) from the bottom⁽¹⁾ of the net worth records' table. Once you do that you will see the main net worth log form:



When you look at the form you will see that the application has tried to pre-populate fields you need to enter. Except for depreciable categories, pre-populated values will be taken from the previously recorded month. For depreciable categories, the pre-populated value will be taken from the previous month and then adjusted by the depreciation percent defined for that category.

In the log date section⁽²⁾, you need to select a month and a year of this record. The application will try to pre-select the current month and year because in most cases that will be the right choice.

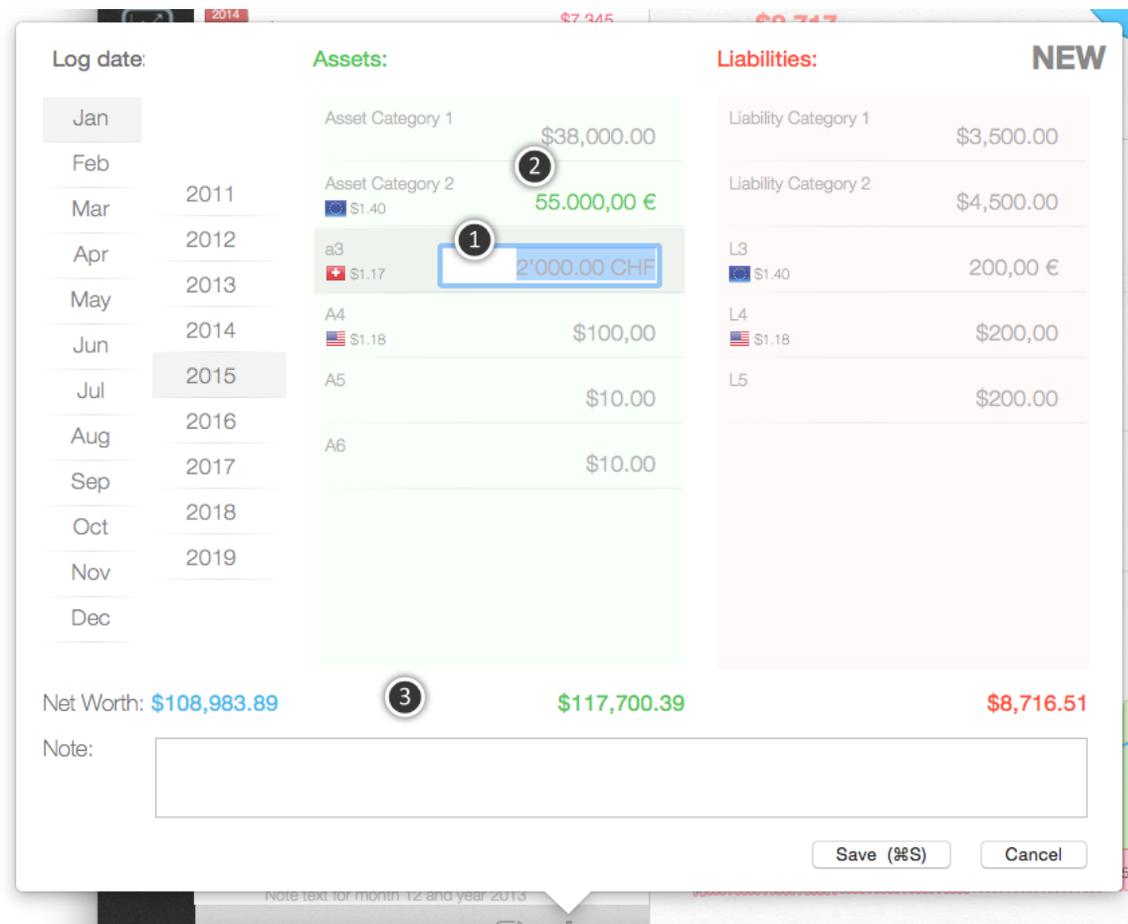
Next, you need to enter current amounts for all your categories⁽³⁾. Asset and liability tables contain one row for each category that you have defined:



Each row contains the category name, amount ⁽³⁾ (pre-populated with the amount from a previous months' record) and optionally, foreign currency information ^(1,2) – a foreign currency flag and exchange rate relative to your local currency.

In the above image, local currency is a Canadian Dollar, and a foreign currency is Euro. The displayed exchange rate means that one Euro converts to \$1.40 Canadian.

To enter a new value for a category, select the category amount label. The label will change its mode and you will be able to type in a new amount. The amount entered has to comply with your local currency format rules or the field won't accept your new value. In case the category is marked to use a foreign currency, it has to comply with that currency's format rules:

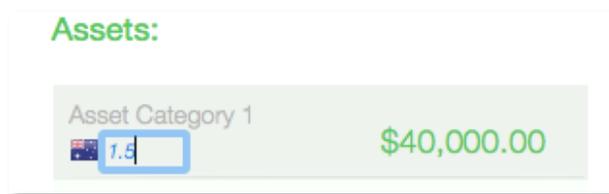


Once you have entered a new amount for a category, color of that amount label will change from light gray to green for asset and to red color for liability categories.

If a category amount for the current month hasn't changed from the previous one (displayed in light gray color), you can leave it so – the application will use the old amount for the current month.

Once you change a category amount, total amounts at the bottom of the form ⁽³⁾ will be updated.

For categories that use a foreign currency, the application will apply the most recently downloaded exchange rate (exchange rates update automatically after application starts), perform the conversion and update net worth totals using your local currency. Once the application accepts a new amount, the applied exchange rate will appear beside the currency flag as well. If you don't want to use the suggested exchange rate, you can manually change it to a value of your choice by clicking on the exchange rate label twice:



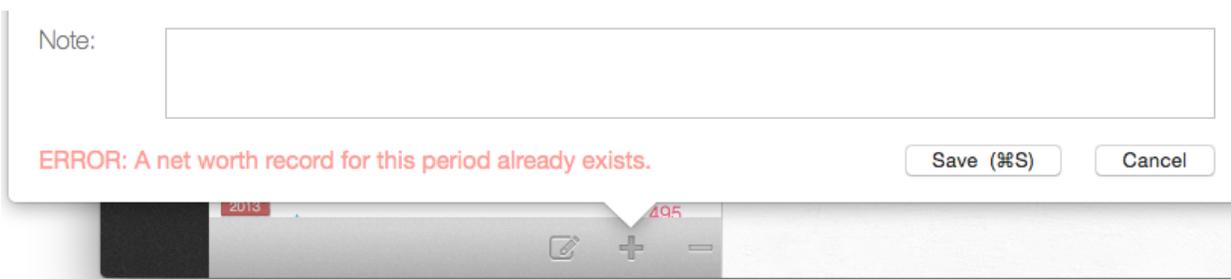
Both, the foreign currency amount, and the local converted amount are saved with this net worth category record. That way, if you decide not to use a foreign currency any more you don't have to go back through old records and change their values.

Once you have entered values for all of your categories you can save the new net worth record. Until you hit the 'Save' button no changes will be saved.

Important: Net worth entry form can easily be closed if you click outside of the form. In that case none of information you have just entered will be saved.

Unique records

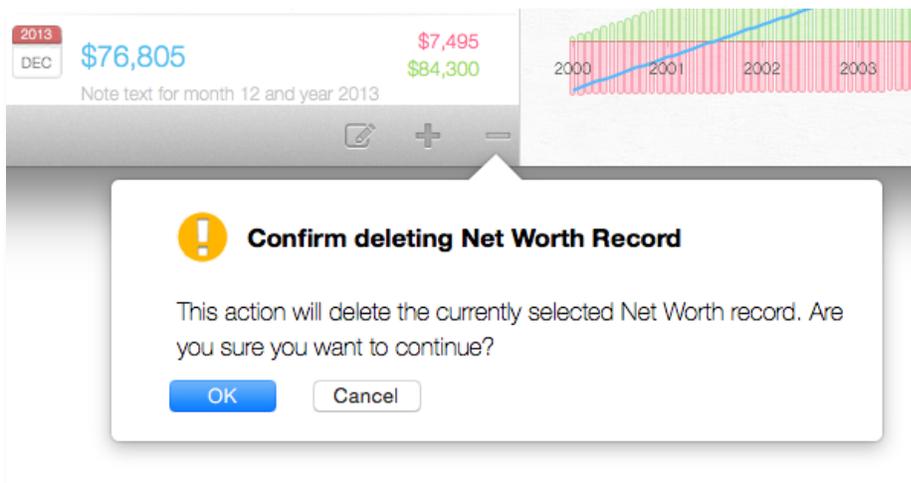
If you try to add a new net worth record that has the same month and year as an existing one, you will get the following error message when you try to save the record:



3.9 Editing and deleting existing net worth records

To edit an existing net worth record, select that record and click on the 'edit' button (✎), or just double click on the record you want to change. The same form as described in the previous section will appear.

To delete a record, select it and click on the 'delete' button (☒). You will be asked to confirm your action:



Click on the **OK** button to confirm deleting the record or **Cancel** to go back and keep it.

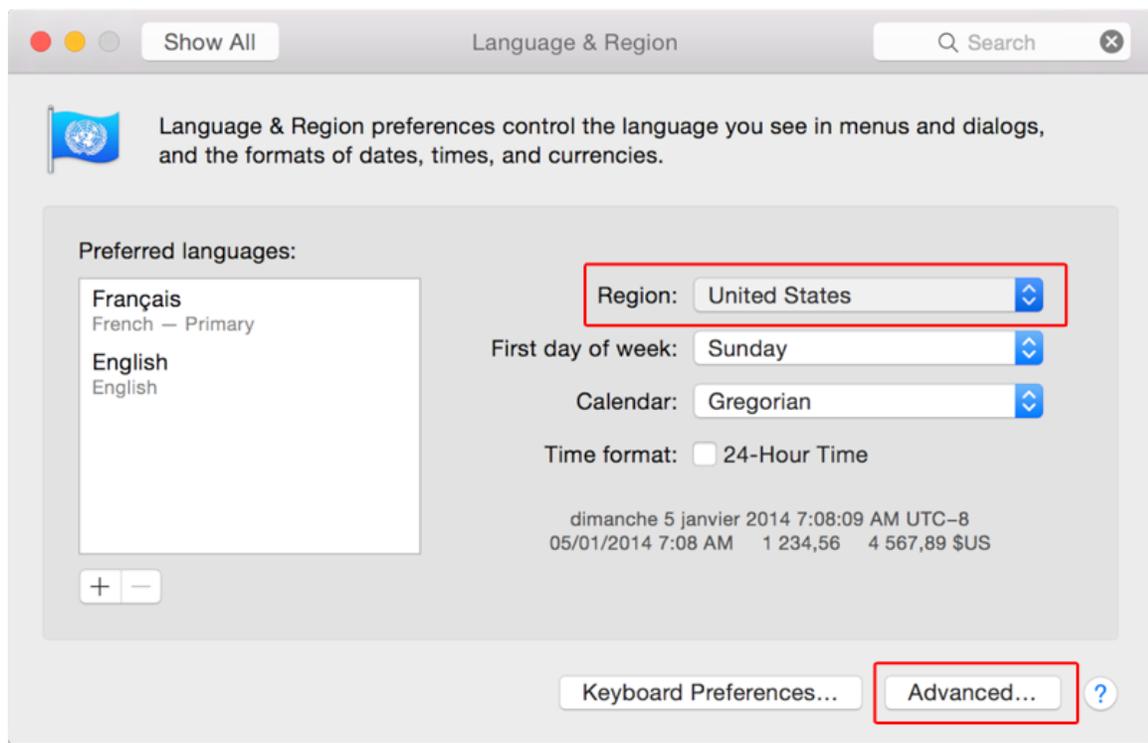
3.10 Working with local and foreign currencies

By default, **Net Worth Pro 2** application uses your local system’s preferences to determine what is your local currency. If your local currency is set to US\$, all currency values will be prefixed with the ‘\$’ sign and display of the currency (decimal point, thousand separator) will be based on your current system’s locale.

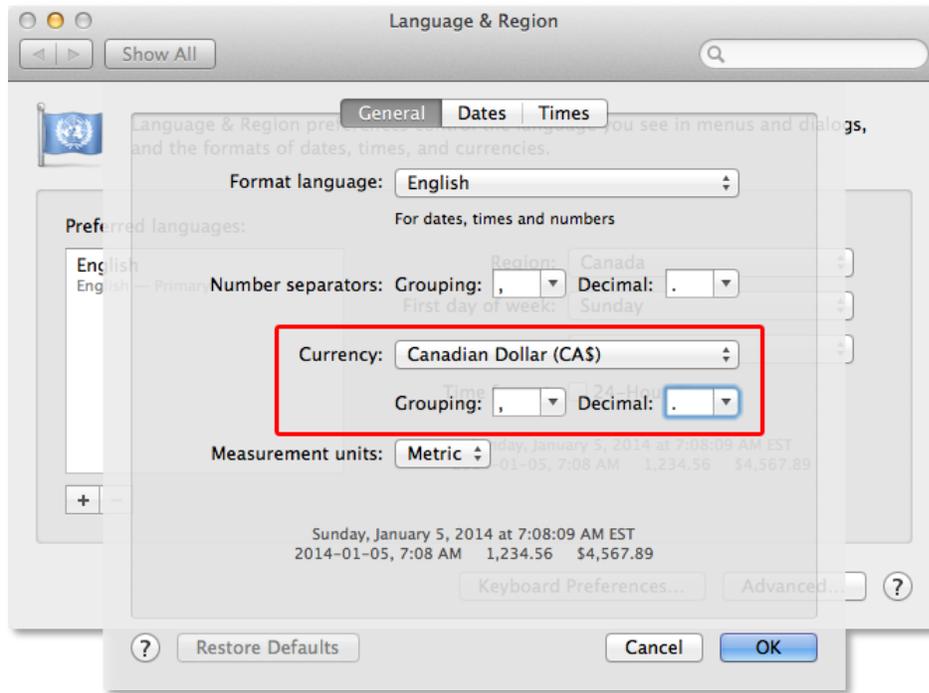
3.10.1 Changing a default currency

To change your local currency and the way it is displayed go to ‘**System Preferences**’ of Mac OS X :

Once in system preferences, select ‘**Language and Region**’ section:



Select your region and click on the ‘**Advanced**’ button to change the way your currency should be displayed. If, for example, you want your default currency to be a Canadian Dollar, make the following change:



Important: Your local currency is used as a base for currency conversion if you mark a category with a foreign currency. Make sure to set the right currency in your system if you want your currency conversion to be correct.

3.10.2 Supported foreign and local currencies

You will be able to use foreign currencies for your selected categories only if your default currency is one of supported currencies:

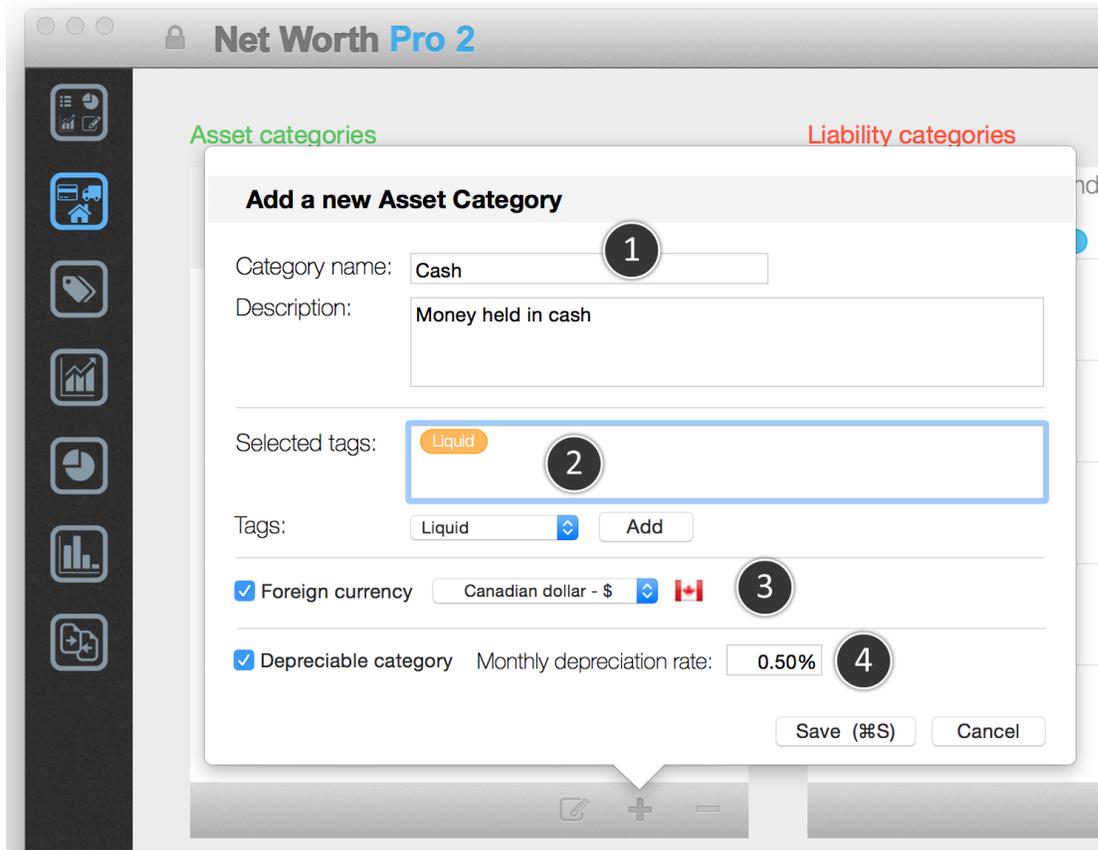
- | | |
|---------------------------|------------------------|
| Australian dollar - \$ | Mexican peso - Mex\$ |
| Brasilian real - R\$ | New Zealand - \$ |
| Bulgarian lev - лв. | Norwegian krone - kr |
| Canadian dollar - \$ | Philippine peso - ₱ |
| Chinese yuan renminbi - ¥ | Polish zloty - zł |
| Croatian kuna - kn | Pound sterling - £ |
| Czech koruna - Kč | Romanian leu - L |
| Danish krone - kr | Russian rouble - Р |
| Euro - € | Singapore dollar - S\$ |
| Hong Kong dollar - HK\$ | South African rand - R |
| Hungarian forint - Ft | South Korean won - ₩ |
| Indian rupee - ₹ | Swedish krona - kr |
| Indonesian rupiah - Rp | Swiss franc - CHF |
| Israeli shekel - ₪ | Thai baht - ฿ |
| Japanese yen - ¥ | Turkish lira - ₺ |
| Malaysian ringgit - RM | US dollar - \$ |

If your currency is not in the above list you won't be able to select foreign currency for any of your categories.

3.10.3 Setting a foreign currency to a category

If you want to track a category in a foreign currency, go to '**Category**' section and change that category's foreign currency as described in section 3.6.1.

Select the '**Foreign currency**' check box and choose the currency from the drop-down menu of the category edit form ⁽³⁾:



Once you change a foreign currency to a category, when you add/edit a net worth log record you will see flag related to that currency within the table row of that category.

3.10.4 Using foreign currency in net worth logs

The next image (taken from a net worth record form) displays a case where a local currency is in \$US and a liability category 'L3' is in Euros:



If a value displayed for that category is still in the local currency (like in the above image), it means that you still haven't entered a new record in the foreign currency or you haven't changed the previous entry after you have marked the category to use a foreign currency. In that case you will see only the currency flag, but exchange rate won't be visible.

If you select that record, the amount label will become editable and you will be able to type an amount. If, in the above example you type 200 and press enter, the amount displayed will change to following:



It means that the application will store that record's value both as 200€ and \$280 US. Display will say 200€, but the total liability amount will become \$280 instead \$200. Both the entered amount, converted amount and the applied exchange rate will be stored as part of this net worth record.

In case you decide to remove the foreign currency from that category, displayed value will revert to \$280.

3.10.5 Correcting currency exchange rates

If you don't like the currency exchange rate the application is suggesting, you can click on the displayed exchange rate twice. The first time you click on the exchange rate label, the main category value will become editable – ignore that and click one more time on the exchange rate label. That will make it editable and you can type in your own currency exchange rate.

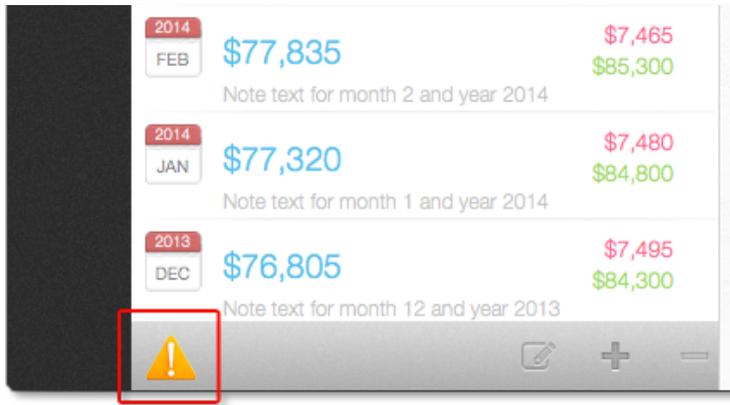
If you change the exchange rate from the previous sample to 2.0 from 1.4, the displayed amount will stay the same, but that category's converted liability amount will become \$400 instead of \$280 and your total liability for the current net worth record will increase by \$120.

That exchange rate change will apply only to the net worth record's category you are editing right now. All past records will still use their own exchange rates and any future record will try to use the exchange rate that the application will have at that time.

3.10.6 Exchange rate updates

Each time you start the application, it will try to download an up-to-date set of currency exchange rates from European Central Banks' feed: <http://www.ecb.europa.eu/stats/eurofxref/eurofxref-daily.xml>

If it fails, a small warning rectangle will be displayed at the bottom of the net worth records table:

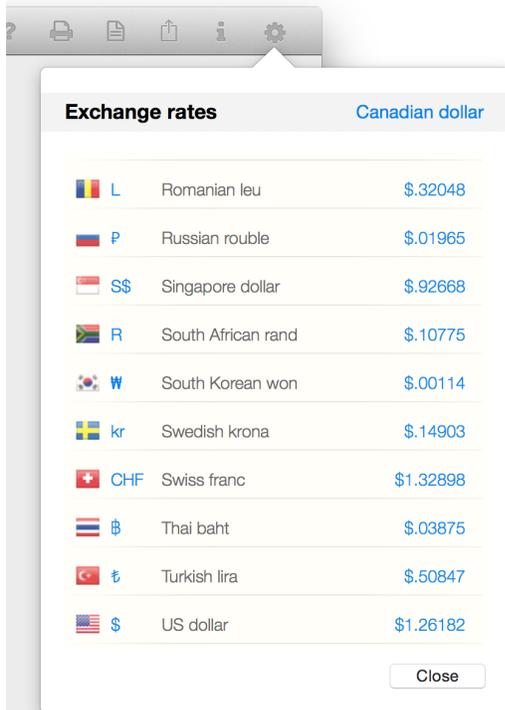


Once you click on the warning it will display a reason for the warning and the warning image will disappear.

If the application failed to query exchange rates, the first time it tried, it will try again each time you try to add a new net worth record or edit an existing one. If it succeeds in getting the rates, the warning image will disappear on its own.

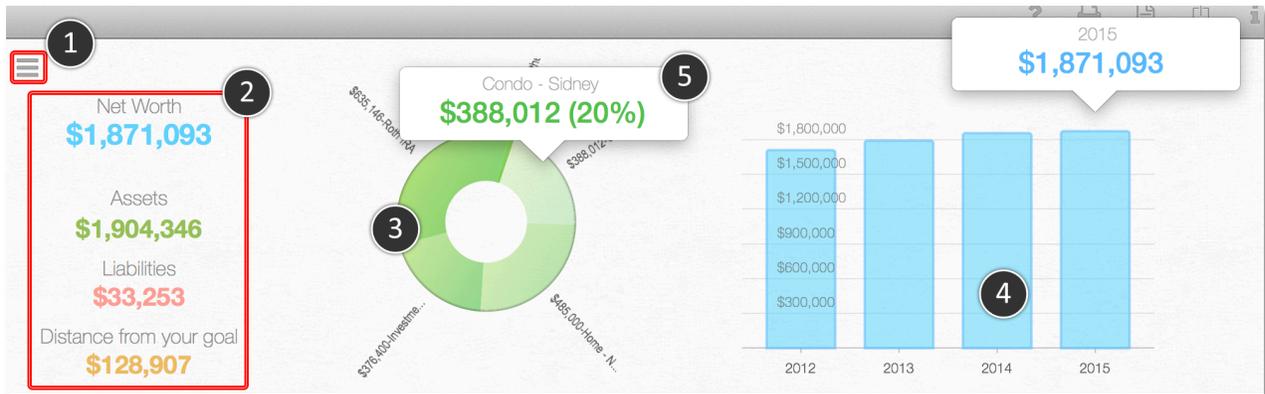
3.10.7 View current exchange rates

To display a list of supported currencies and current exchange rates relative to your local currency, select the 'Exchange Rates ...' menu command from the main application menu or press $\text{⌘} + E$ keys:



3.11 Net worth totals

Dashboard application view contains the 'totals' section.



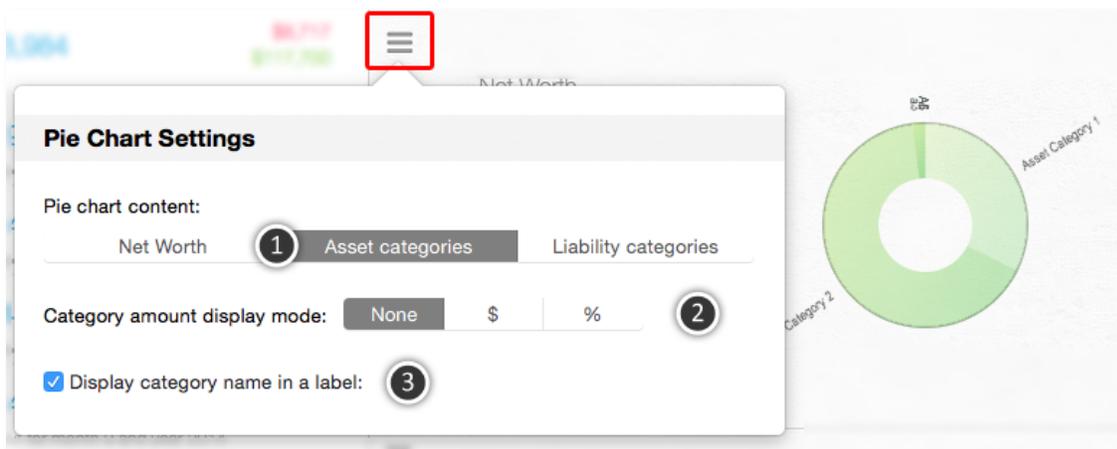
This section displays:

- Your total net worth, total value of all your assets and total value of all your liabilities ⁽²⁾.
- Pie chart with distribution of your net worth vs assets and liabilities ⁽³⁾.
- Short annual bar chart displaying last 4 years of your net worth ⁽⁴⁾.

Click on the pie chart segment to display more information ⁽⁵⁾. The pie chart can display one of the following:

- Total net worth vs assets & liabilities
- Current distribution of your wealth across your asset categories
- Current distribution of your debts across your liability categories

To configure your pie chart display, select the section menu ⁽¹⁾:



From the *Pie Chart Settings* form you can configure the following:

- Pie chart content ⁽¹⁾: Select **Net Worth** to display total net worth vs assets/liabilities, **Asset categories** to display current distribution of your wealth across your asset categories or **Liability categories** to display current distribution of your debts across your liability categories
- Category amount display mode ⁽²⁾: this option controls labels associated to pie chart sections. Select **None** to display only titles, **\$** to display associated currency amount, or **%** to display percent of each pie chart section relative to total.
- Display category name in label – if this option is checked, a category name will be displayed when **Asset/Liability categories** option is selected. If that checkbox is not selected, you will see only associated amount or percent (depending on your category amount display mode selection)

You can select a section of the pie chart to see more details related to that section. You can rotate the pie chart with your mouse or a track pad's swipe to adjust its view.

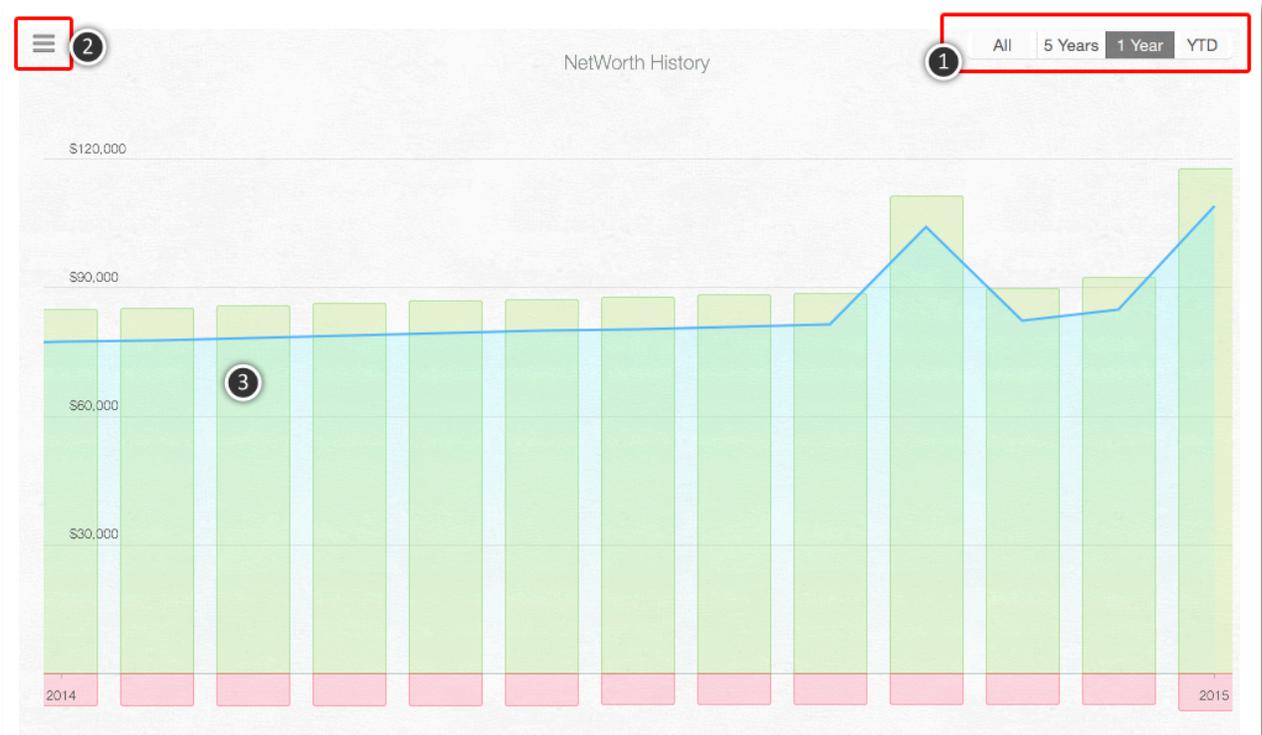
You can also select individual bars on the annual bar chart to display more details as well.

If your application window is not wide enough to display the whole annual bar chart you can scroll the totals section left and right in that case (mouse or track pad swipe)

3.12 Main net worth history chart

The main dashboard section's chart displays history of your net worth records. You can configure the chart to display different kind of information.

Basic chart description



By default, the chart will display history of your monthly net worth values (the blue line in the above chart). In the selected area ⁽¹⁾ you can change the time span your chart displays:

- 'All' –Fit all of your records in the chart view
- '5 Years' – fit up to 5 years of records.
- '1 Year' – display chart records for the last 12 months
- 'YTD' – year to date – display only records belonging to the current calendar year

Regardless of what option you choose, you can swipe visible section of the chart left and right to display records from the period of time that is not displayed at the moment ⁽³⁾.

On the above chart, green bars represent total value of all asset categories for the given net worth log, and red bars represent total value of liability categories.

To configure the chart more, select the chart settings menu ⁽²⁾:

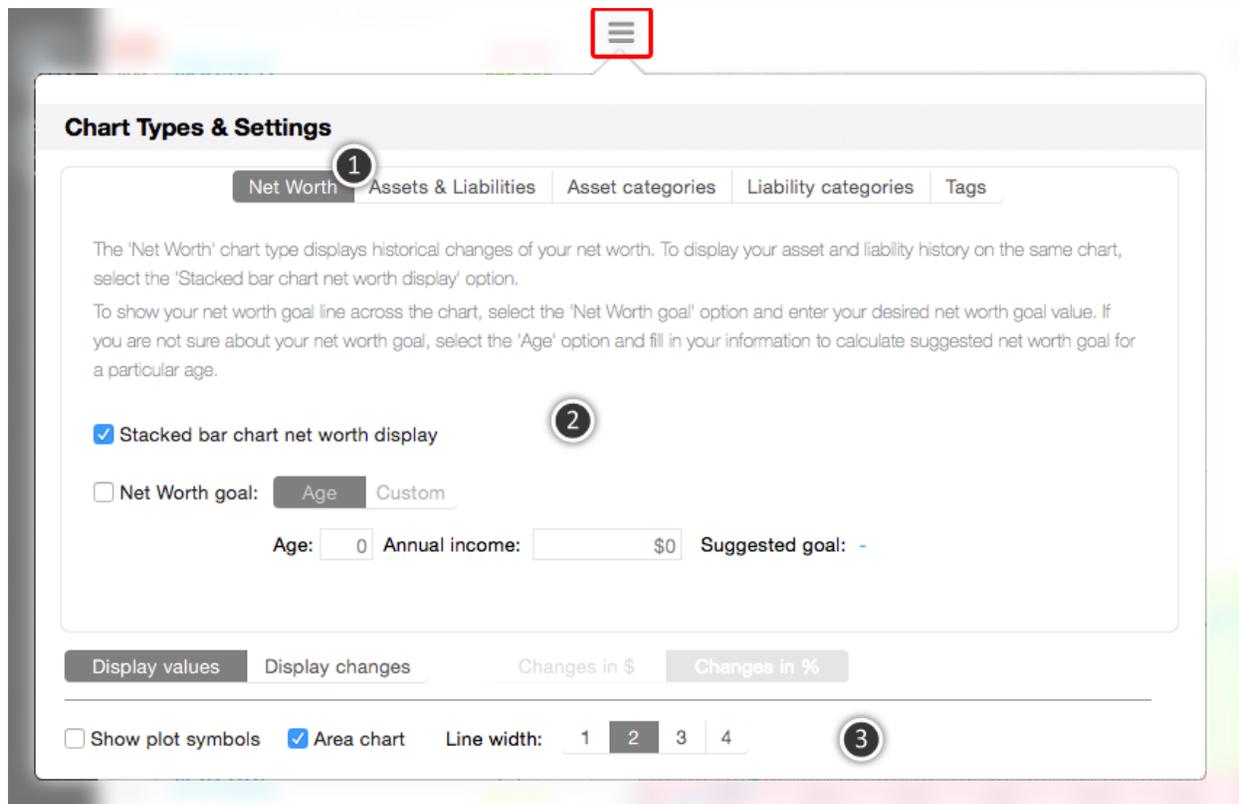


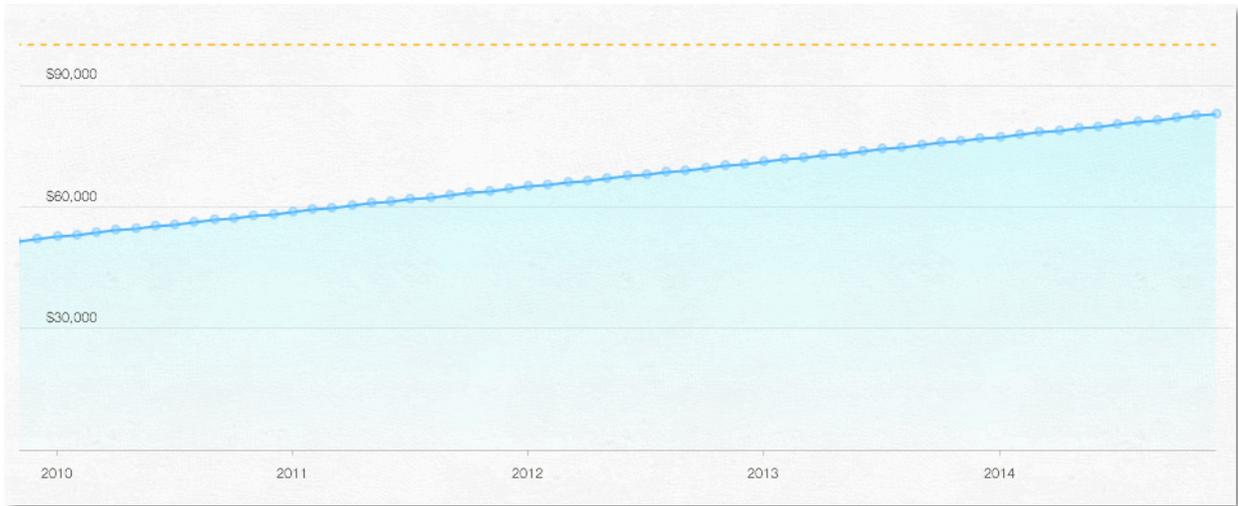
Chart type option - marked with ⁽¹⁾ determines content of the chart. You can change options related to each selected chart type ⁽²⁾, and change some of chart options that apply to all chart types ⁽³⁾. All the chart settings you make are immediately stored to your user profile and will be used again next time you start the application.

Net Worth

This chart type displays historical changes of your net worth. You can choose to display assets and liabilities as well if you select the 'Stacked bar chart net worth display' option.

If you want to set a net worth goal and track your progress towards it, check the '**Net Worth goal**' option. You can let the application determine what a net worth for a particular age and income should be, or you can type in a specific amount.

Selected net worth goal will appear as an orange horizontal line in your chart:



Common options

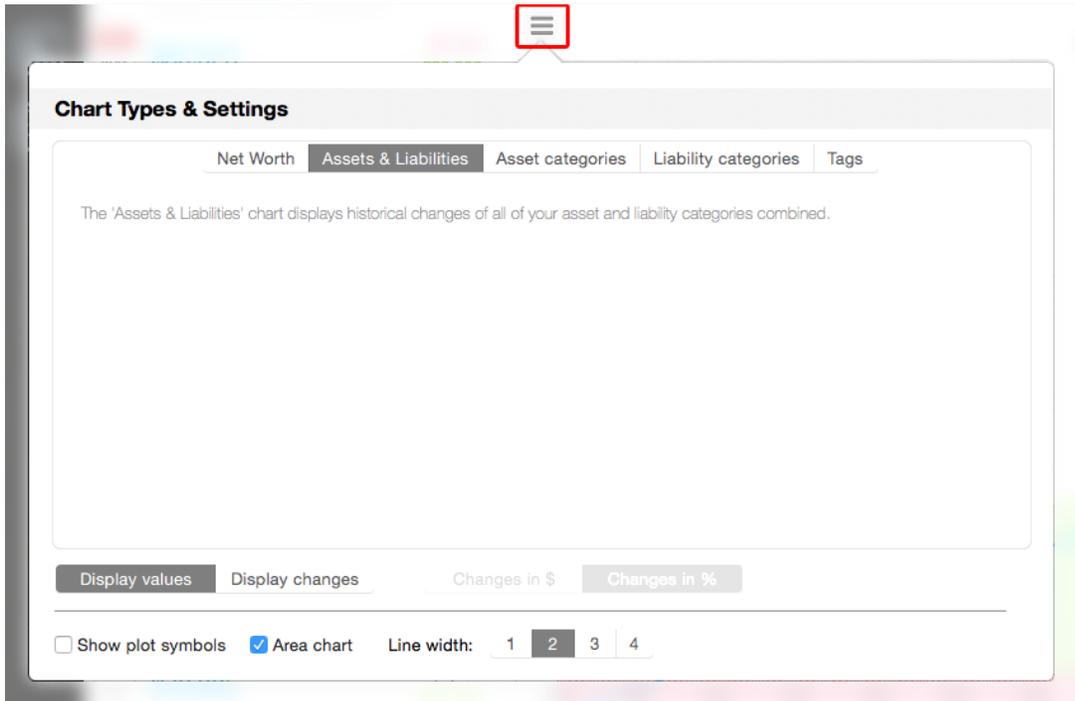
If you select **'Show plot symbols'** the application will draw a small circle for each net worth log record.



The **'Area chart'** option will add a slight gradient shading below the main chart line.

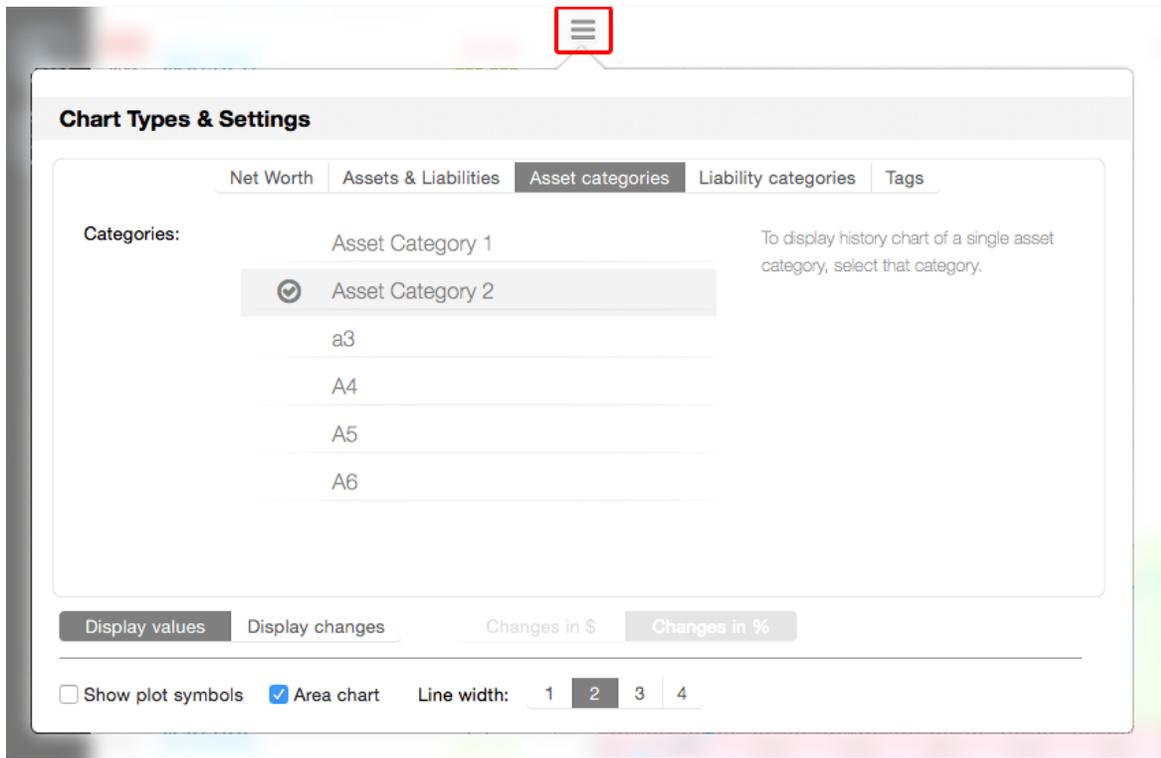
'Line width' option lets you choose line width of the chart.

Assets & Liabilities



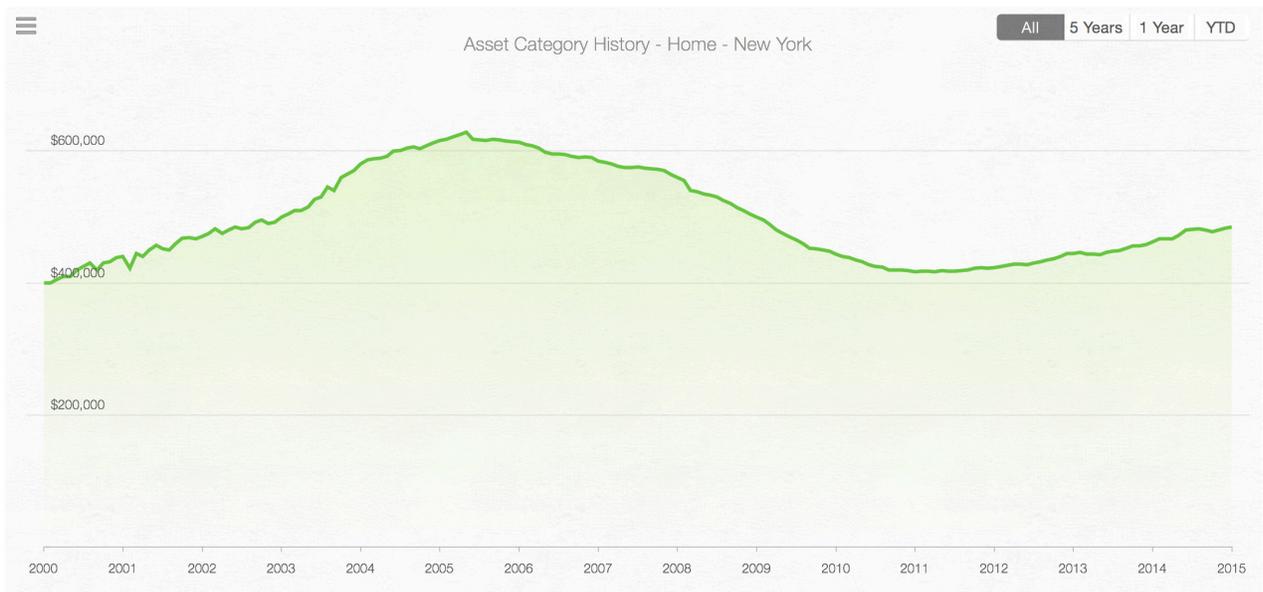
When you select **'Asset & Liabilities'** option you will see only assets and liabilities for each net worth log.

Assets Categories



This chart type will display history of records related to a single asset category only.

You will need to select the category which history you want to display. The chart content will change immediately.



Liability Categories

Chart Types & Settings

Net Worth | Assets & Liabilities | Asset categories | **Liability categories** | Tags

Categories:

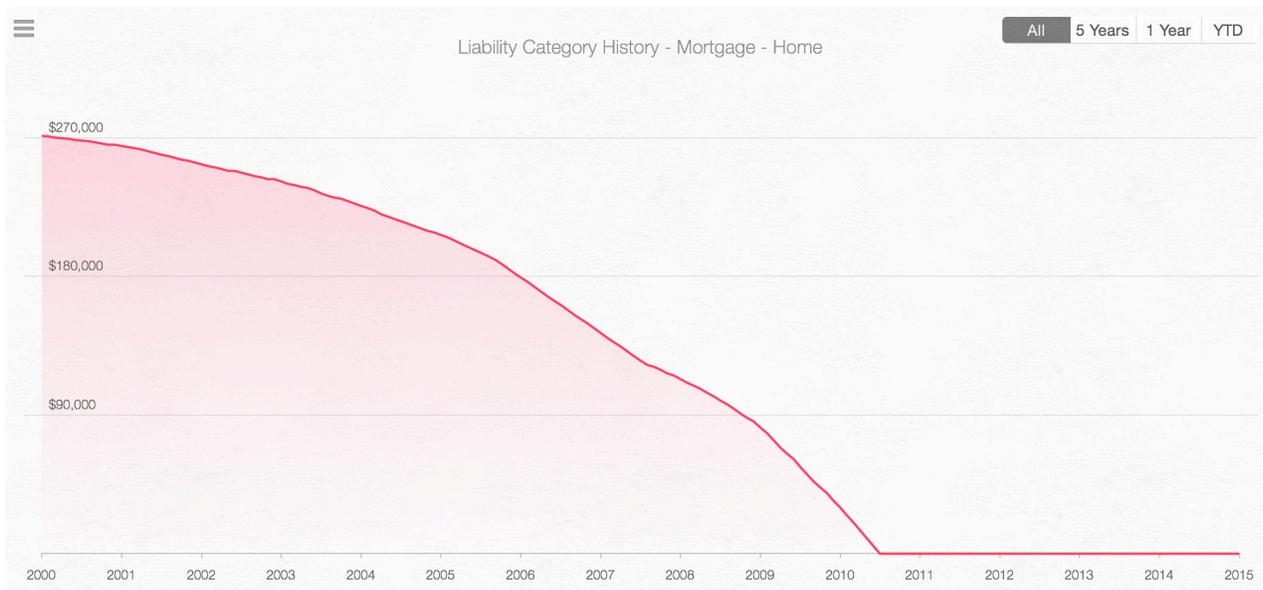
- Liability Category 1
- Liability Category 2
- L3
- L4
- L5

To display history chart of a single liability category, select that category.

Display values | Display changes | Changes in \$ | Changes in %

Show plot symbols | Area chart | Line width: 1 | **2** | 3 | 4

This chart type will display history of records related to a single liability category only.



Tags

Chart Types & Settings

Net Worth | Assets & Liabilities | Asset categories | Liability categories | **Tags**

Tags:

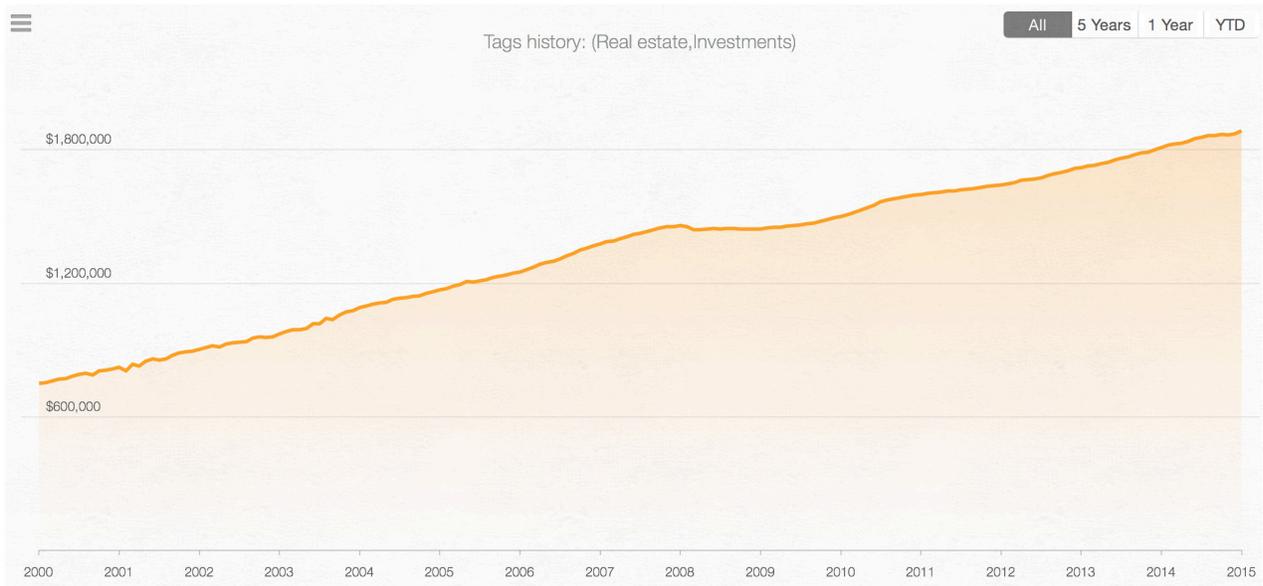
- Tag 1
- Tag 2
- Tag 3
- TAG 4
- Tag 5 Very long tag name

To display charts associated to categories tagged with specific tags only, check-out these tags.

Display values | Display changes | Changes in \$ | Changes in %

Show plot symbols | Area chart | Line width: 1 | 2 | 3 | 4

'Tags' chart type lets you display chart history associated to one or more category tags.

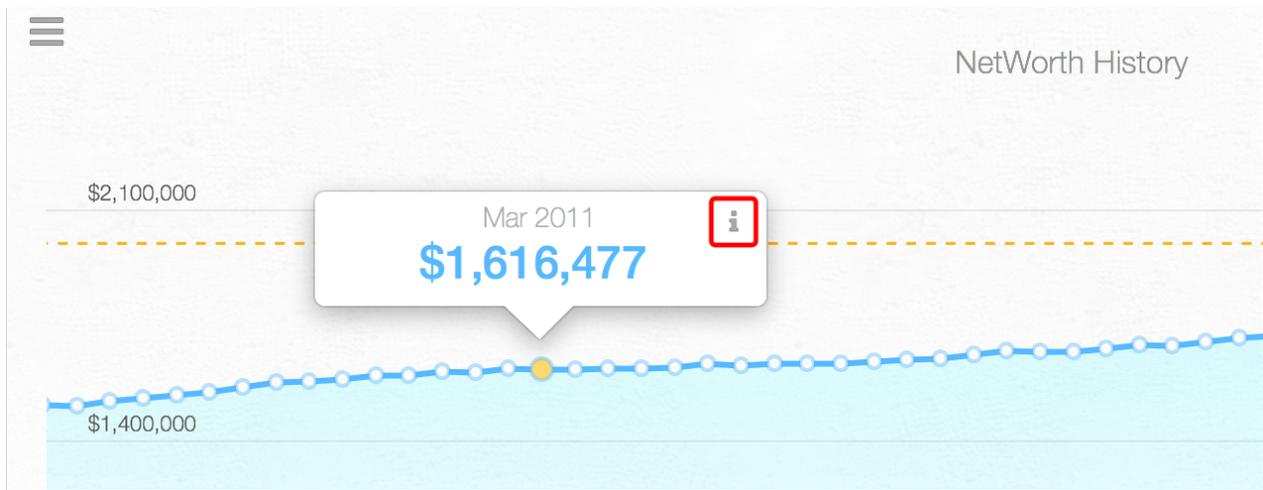


If you select only one tag, your chart will display only values associated to categories tagged with that tag.

If, for example, the tag you selected is used in two different categories, the application will aggregate amounts logged for both categories and display that result as a single data point on the chart.

For example, if you create a tag called 'Registered retirement accounts', and tag several asset categories with that account, you can display how your retirement savings change over time and disregard any other aspects of your financial life.

To display a value associated to a chart data point, click on that data point and a small popup window will show more information:

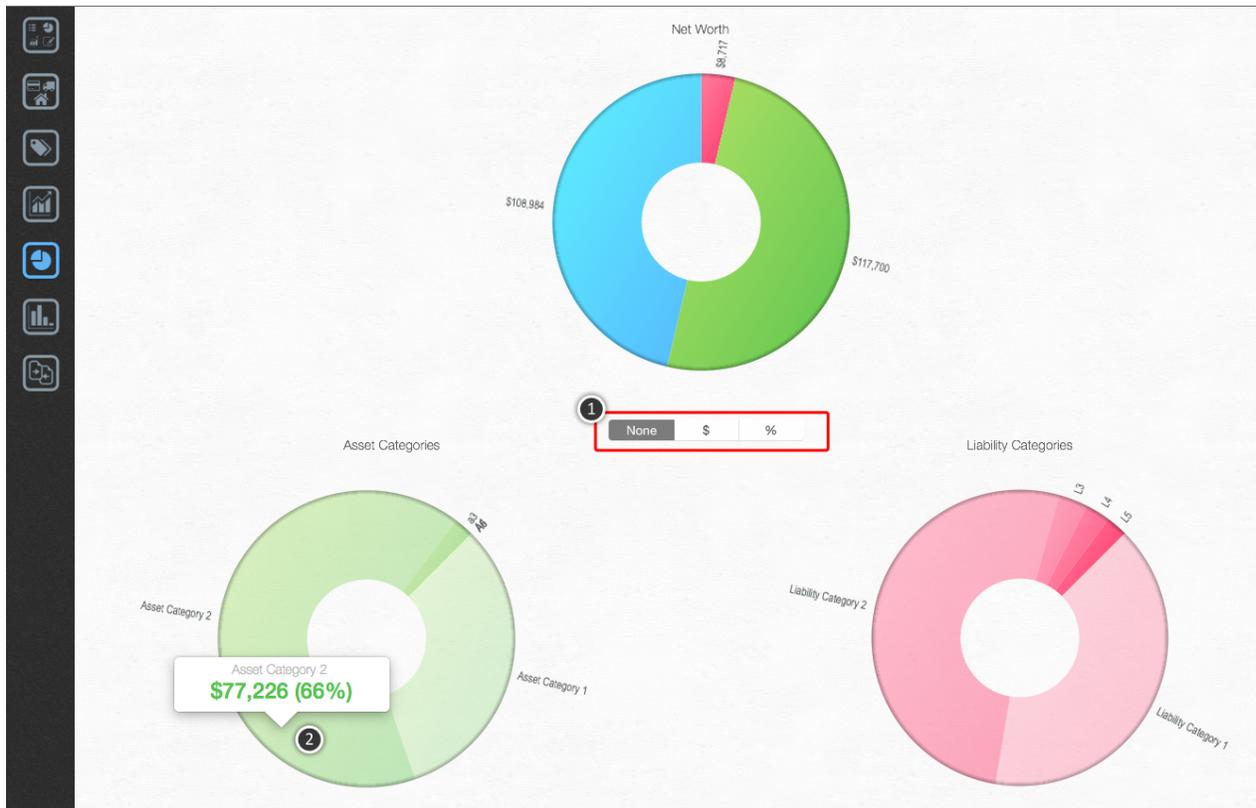


You can click on the small 'i' button in the top right corner of the image to open and edit the selected net worth record.

If you need to display a larger chart, select the 'History chart'  button from the sidebar menu. That chart will contain the same information as the one in your dashboard view.

3.13 Pie charts

To display pie charts view, select its button from the sidebar:



This view contains all 3 possible pie charts at once. Pie chart display values related to the latest – i.e. chronologically most recent net worth log.

Net Worth displays total net worth vs. assets/liabilities.

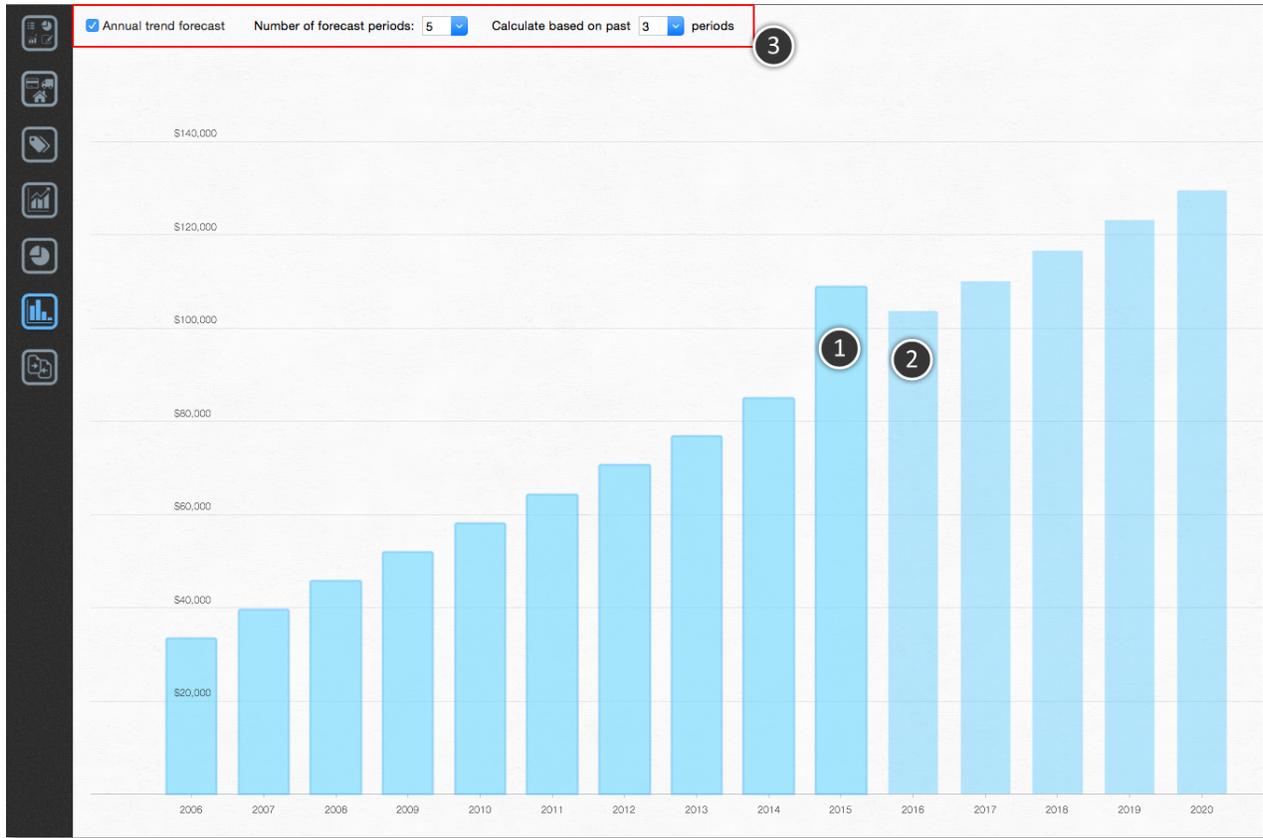
Asset categories displays current distribution of your wealth across your asset categories.

Liability categories displays current distribution of your debts across your liability categories.

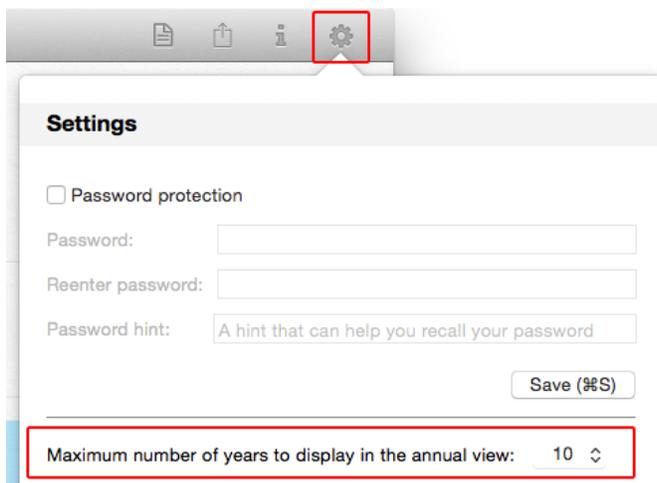
You can select any segment of the chart to see more details ⁽²⁾ or choose what you want to display in the segment's label ⁽¹⁾.

3.14 Annual charts

To display annual bar chart view, select its button from the sidebar:



This view will show one vertical bar ⁽¹⁾ for each of your net worth history years. It will use the most recent net worth record of each year you logged. To change number of displayed years of your log, go to the application settings and update the **Maximum number of years to display in the annual view** value:



On the view itself, you can change parameters ⁽³⁾ related to your net worth's annual trend forecast ⁽²⁾:

Annual trend forecast Number of forecast periods: 5 Calculate based on past 3 periods

To let the application try to extrapolate your future net worth, select the '**Annual trend forecast**' check box.

Once the box is checked, other options will be enabled:

'Number of forecast periods' – Choose number of years (chart bars) of forecast to display.

'Calculate based on past n periods' – Choose how many periods (years) in the past the application should include in its calculations when extrapolating your future net worth.

Appearance of chart bars related to your future estimated net worth will be slightly different from the ones you have logged.

3.15 Comparisons

To display comparisons view, select its button from the sidebar:



1 **Compare log periods** Country Age group Percentile of income Education

Compare two log periods

Jan	2007	Net Worth \$84,985 Assets \$92,300 Liabilities \$7,315
Feb	2008	
Mar	2009	
Apr	2010	
May	2011	
Jun	2012	
Jul	2013	
Aug	2014	
Sep	2015	
Oct	2016	
Nov	2017	
Dec	2018	

Jan	2008	Net Worth \$108,984 Assets \$117,700 Liabilities \$8,717
Feb	2009	
Mar	2010	
Apr	2011	
May	2012	
Jun	2013	
Jul	2014	
Aug	2015	
Sep	2016	
Oct	2017	
Nov	2018	
Dec	2019	

Change in Net Worth:	\$23,999	28.24%
Change in Assets:	\$25,400	27.52%
Change in Liabilities:	\$1,402	19.16%

4

The following image shows available comparison views⁽¹⁾:

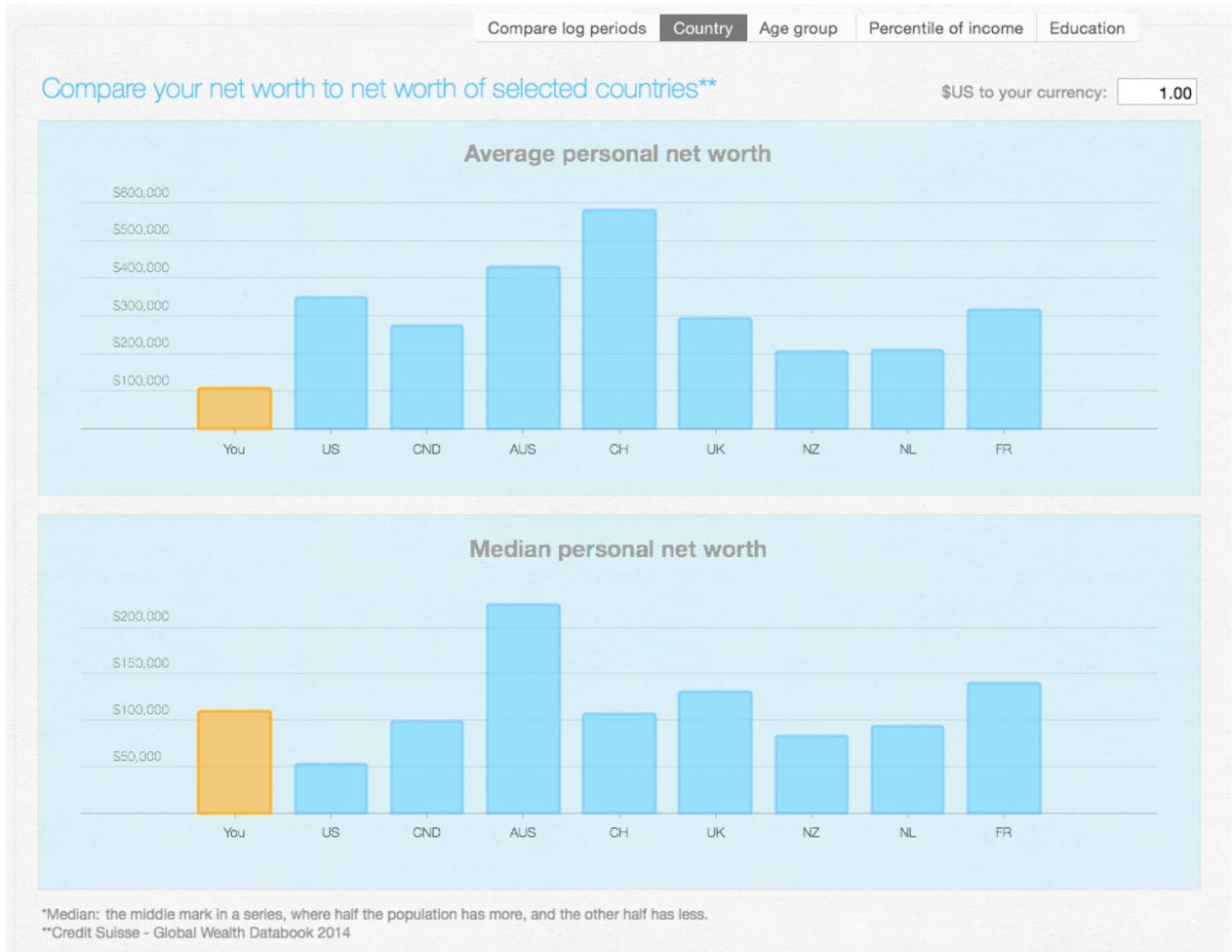
1 **Compare log periods** Country Age group Percentile of income Education

3.15.1 Compare log periods

In this view you can compare any two of your logged net worth records. In the above image, sections marked with ⁽²⁾ and ⁽³⁾ contain two selected net worth records, and the section marked ⁽⁴⁾ contains changes between these two records.

To select a net worth record, just select a month and a year of the record you want to compare.

3.15.2 Country – compare your net worth to net worth of people from selected countries



In this view you can see how your current net worth compares to average and median net worth of people in selected countries. Your current net worth is displayed in orange as a first bar in the chart.

If your currency is not in \$US, you need to type in the current exchange rate relative to \$US. By default, if your currency is in the list mentioned in section 3.10.2, the application will pre-populate the exchange rate in this view for you.

3.15.3 Age group – compare your net worth to US family net worth by age of head



In this view you can see how your current net worth compares to average and median net worth of families living in United States. Your current net worth is displayed in orange as a first bar in the chart.

If your currency is not in \$US, you need to type in the current exchange rate relative to \$US. By default, if your currency is in the list mentioned in section 3.10.2, the application will pre-populate the exchange rate for you.

3.15.4 Percentile of income – compare your net worth to US family net worth by income

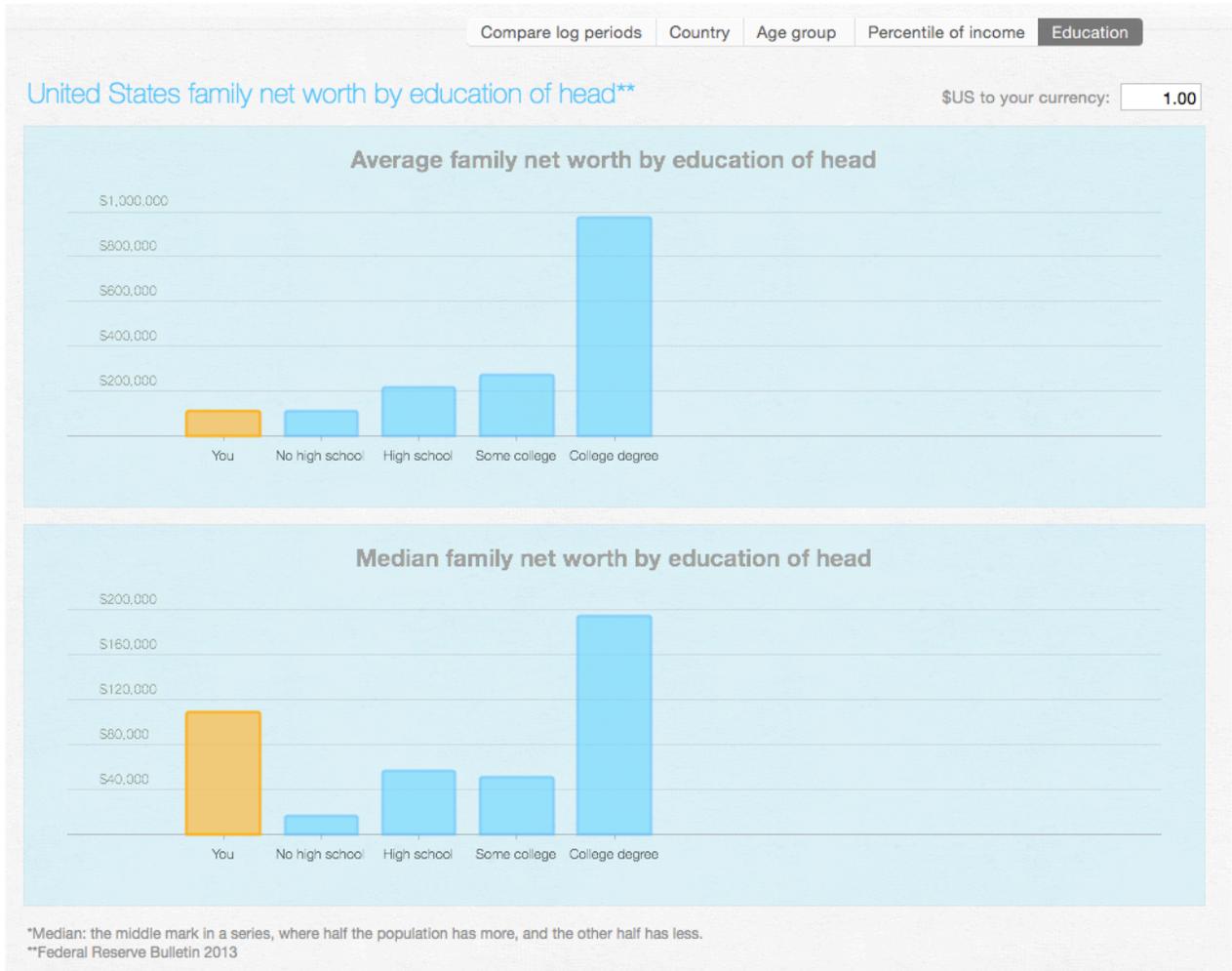


In this view, you can see how your current net worth compares to average and median net worth of families living in United States, based on percentile of their income. Families with the highest income are on the right side of the chart.

Your current net worth is displayed in orange as a first bar in the chart.

If your currency is not in \$US, you need to type in the current exchange rate relative to \$US. By default, if your currency is in the list mentioned in section 3.10.2, the application will pre-populate the exchange rate for you.

3.15.5 Education – compare your net worth to US family net worth by education of head



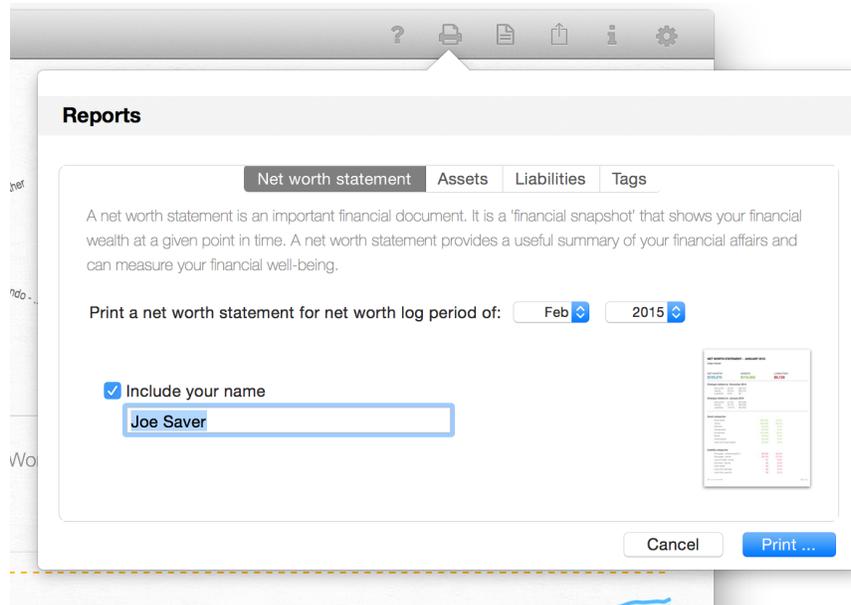
In this view you can see how your current net worth compares to average and median net worth of United States families based on education of the family head.

Your current net worth is displayed in orange as a first bar in the chart.

If your currency is not in \$US, you need to type in the current exchange rate relative to \$US. By default, if your currency is in the list mentioned in section 3.10.2, the application will pre-populate the exchange rate for you.

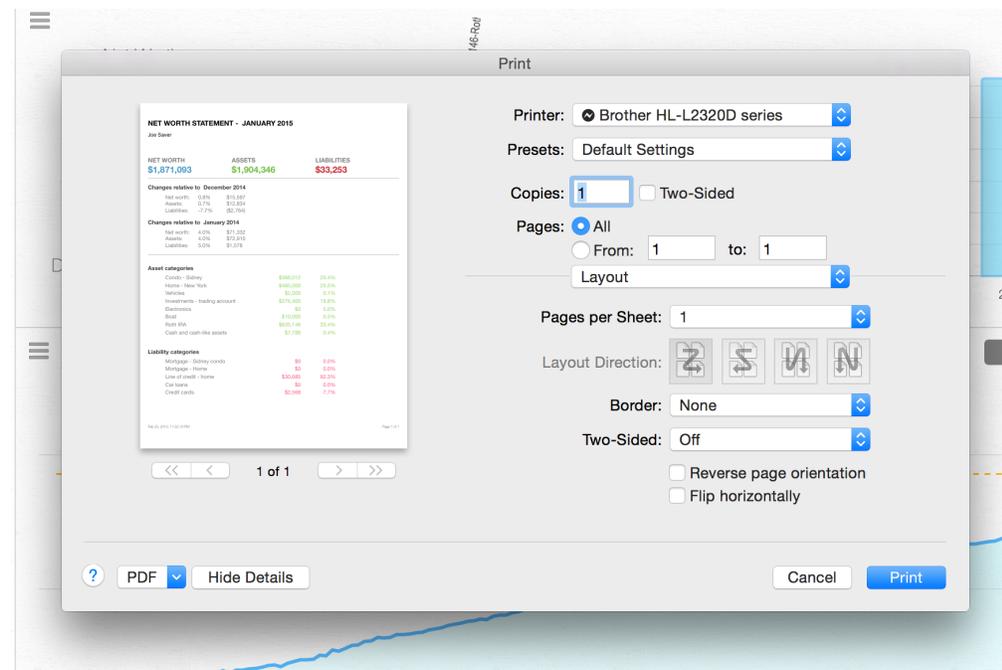
4 Reports

To open the 'Reports' form, press $\text{⌘}+P$, select the printer button from the top application toolbar, or select the 'Print net worth report ...' application menu:

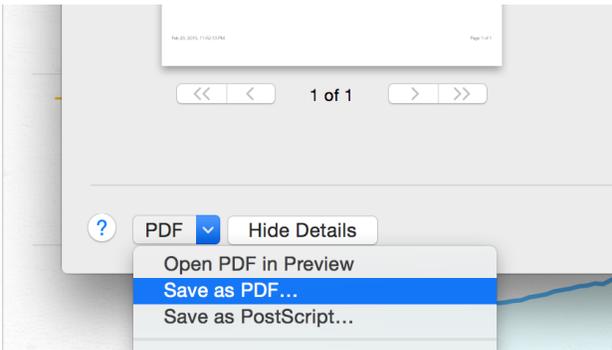


4.1 Net worth statement report

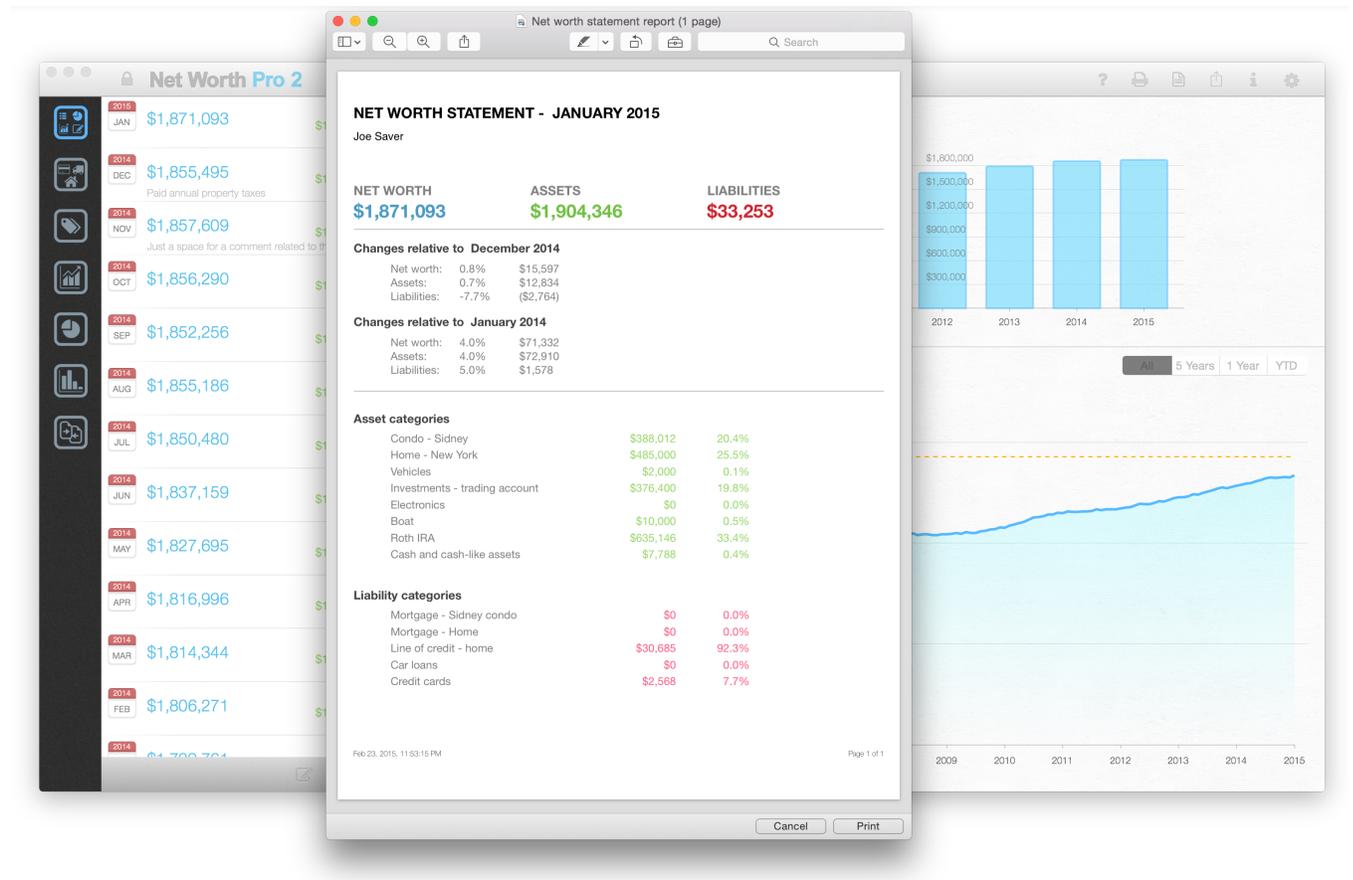
This report will print your net worth statement for the selected month. The report can include your name if you select that option. Once you are ready, select the 'Print' button to get the standard Print form:



There, you can select to proceed with printing or save the report as a PDF file. You can also choose to open the PDF preview of the report:



If you choose the ‘Open PDF in Preview’ option, you will see the report:

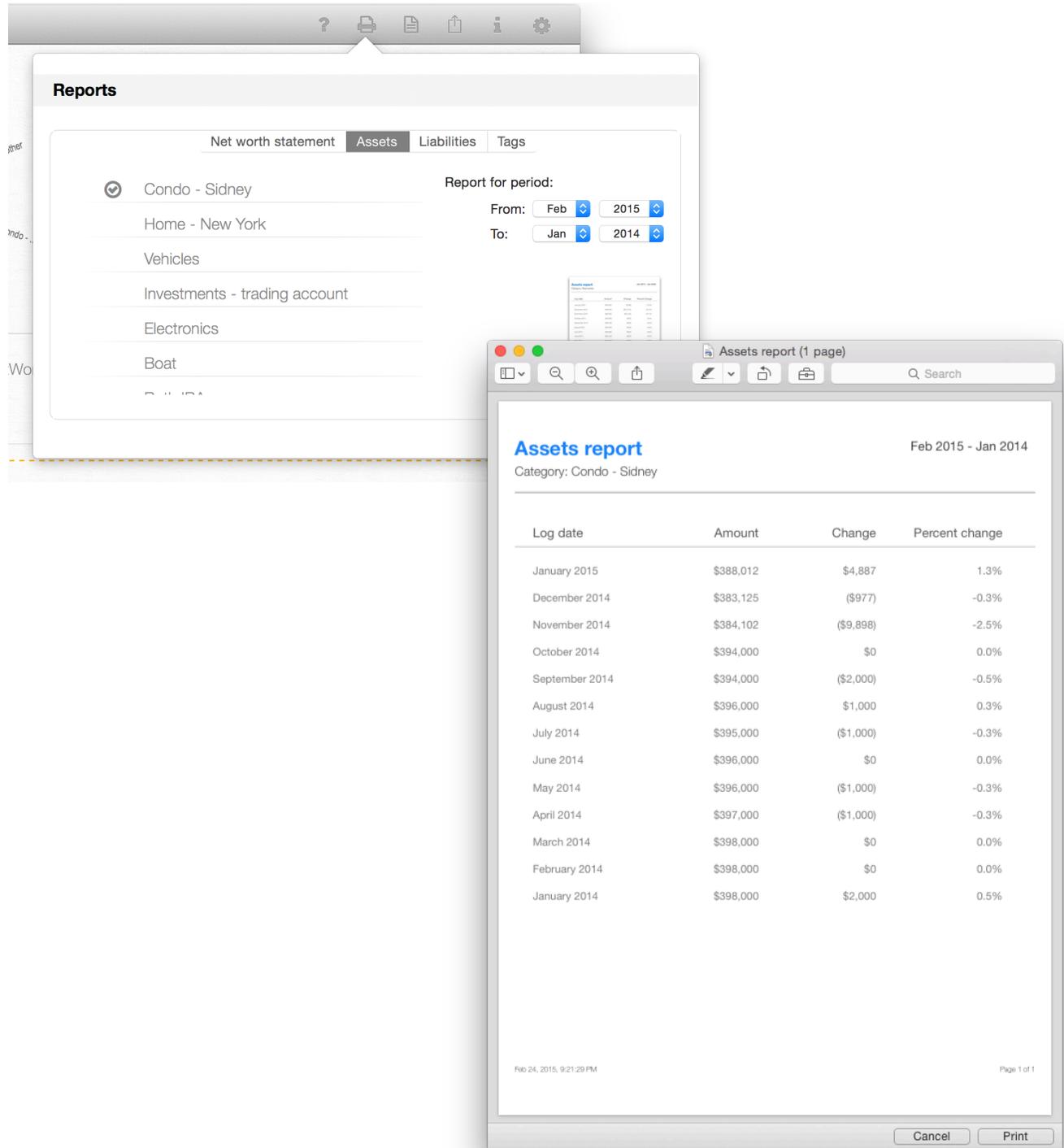


This type of a report includes:

- Your current net worth, total assets and liabilities.
- Changes in net worth relative to the previously recorded month and relative to last year’s record of the same month.
- List of all your categories with current values and their allocation percent relative to total assets/liabilities.

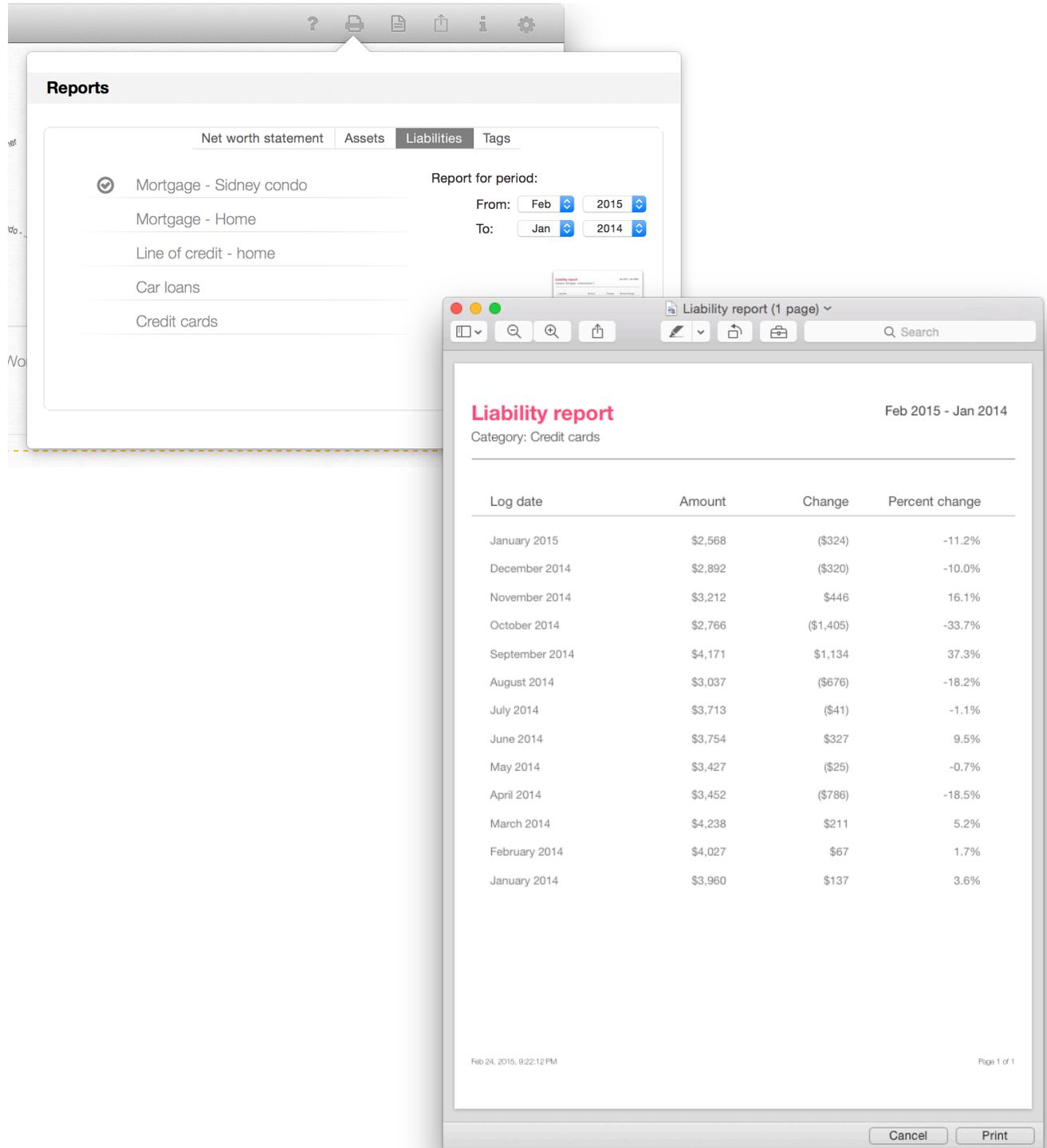
4.2 Assets report

Assets report lets you choose one asset category and a date range for which you want to generate the report. The report will show you value of the selected asset category over the selected period of time:



4.3 Liability report

Liability report lets you choose one liability category and a date range for which you want to generate the report. The report will show you value of the selected liability category over the selected period of time:



4.4 Tags report

Tags report lets you choose one or more tags and a date range for which you want to generate the report. The report will show you aggregate value of categories tagged with selected tags over the selected period of time:

The screenshot shows the 'Reports' window with the 'Tags' tab selected. The 'Report for period:' is set from 'Feb 2015' to 'Jan 2014'. The selected tags are 'Real estate', 'Rentals', 'Rental mortgage', 'Investments', and 'Retirement'.

The 'Tags report (1 page)' window displays the following data:

Log date	Amount	Change	Percent change
January 2015	\$1,884,558	\$11,311	0.6%
December 2014	\$1,873,247	\$7,388	0.4%
November 2014	\$1,865,859	(\$2,583)	-0.1%
October 2014	\$1,868,442	\$3,267	0.2%
September 2014	\$1,865,175	\$1,218	0.1%
August 2014	\$1,863,957	\$7,170	0.4%
July 2014	\$1,856,787	\$5,122	0.3%
June 2014	\$1,851,665	\$13,075	0.7%
May 2014	\$1,838,590	\$9,027	0.5%
April 2014	\$1,829,563	\$3,980	0.2%
March 2014	\$1,825,583	\$4,934	0.3%
February 2014	\$1,820,649	\$9,887	0.5%
January 2014	\$1,810,762	\$0	0.0%

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5 Backing up and restoring your data

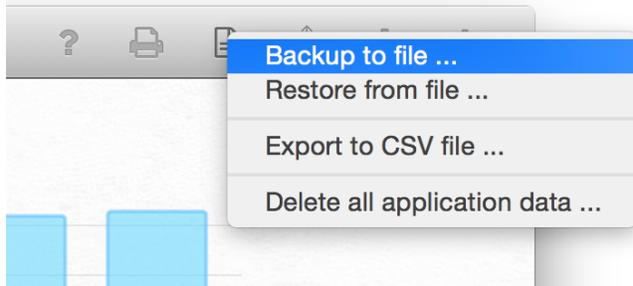
5.1 What is Data Backup?

Data backup involves the storing of your net worth file from your computer to another location. In this way, if there is ever any loss of data on your primary machine, you still have your data in backup in order to restore the file. In the world of computers loss of data can be devastating, and while there are possibilities for recovery of data after a disaster it is far easier to restore your file from backup than to attempt to find your data on a crashed hard drive.

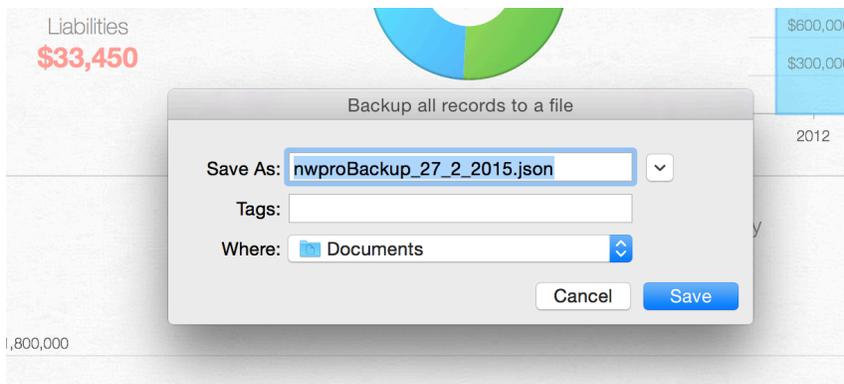
Data backup is easy to do and can save you great amounts of time as well as ensure that your data is secure in the case of disaster.

5.2 Backing up your data

Click on the **'Backup and Restore'** toolbar button (📄) and select **'Backup to file ...'** menu command:

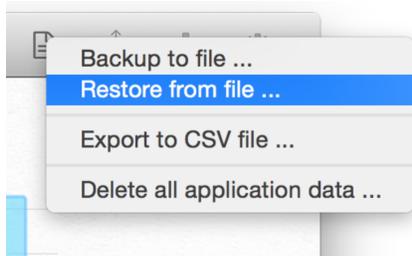


After you click on the menu you will have to choose your backup location folder and the file name. The application will suggest a file name that consists of the 'nwproBackup' string and the current date. If you want, you can change it to something else. To finish creating the backup file, click on the **'Save'** button:

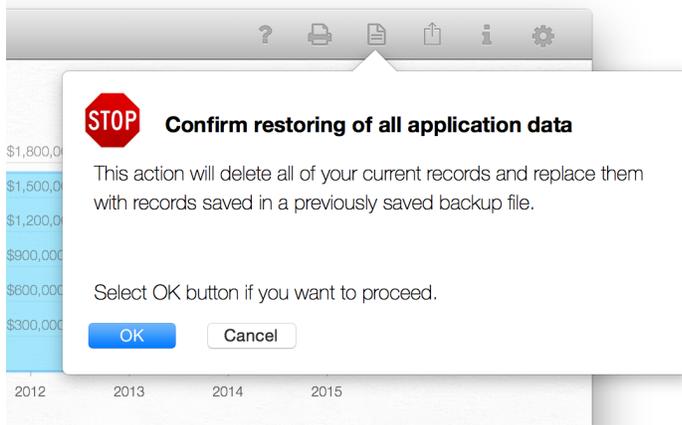


5.3 Restoring your data from a backup file

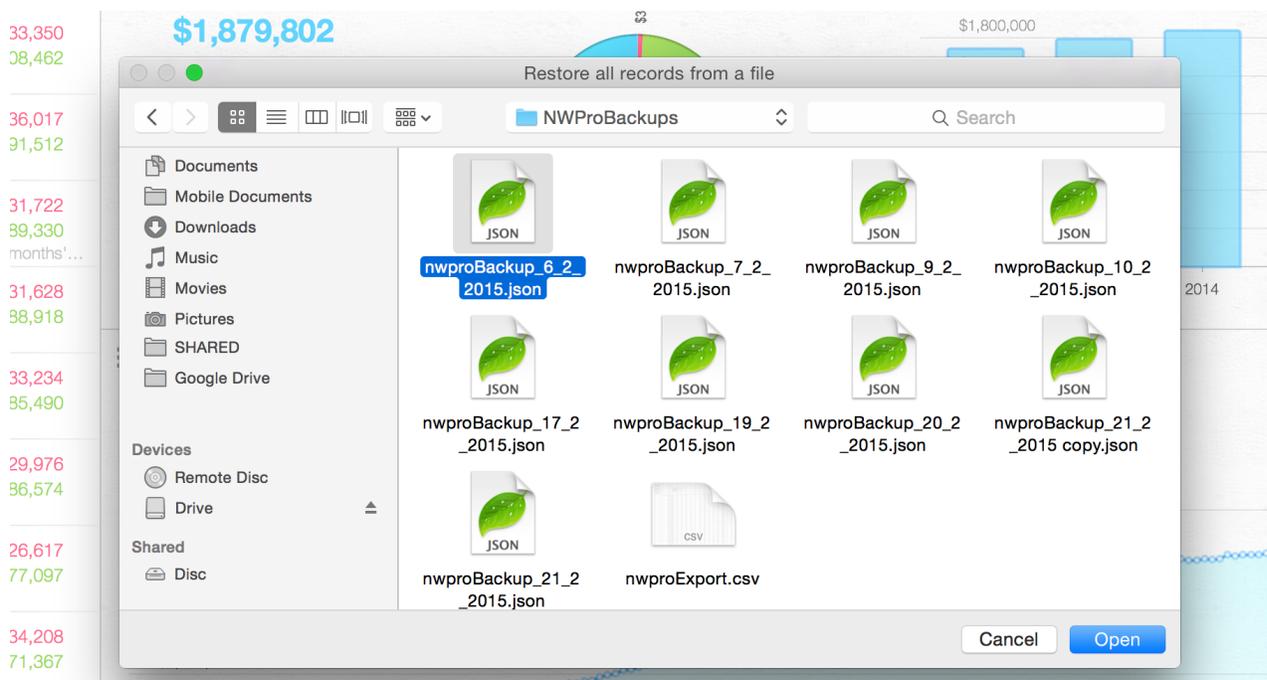
Click on the **'Backup and Restore'** toolbar button (📄) and select **'Restore from file ...'** menu command:



Before you can proceed you need to read and acknowledge a warning message. Once you restore your data from a backup file, all of your current data will be overwritten by the data from the backup file:



Once you click on the **'OK'** button you will be able to choose a backup file to restore from:



Select a file from your backup location and hit the '**Open**' button. You will see a notification message when the application finishes restoring your data:

