



King & Shaxson Asset Management Portal Guide

Information Classification: Public

Portal Registration

1. After receiving a link to ksam.pershingnexusinvestor.com, the investor clicks on **REGISTER NOW**.

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Sign in to Investor Portal

Username
Username

Password
Password

Remember Username

[Sign In](#) [Can't sign in?](#)

or

Complete your registration by activating your account

[Register now](#)

2. The investor enters the email address associated to their account and clicks on **REGISTER**.

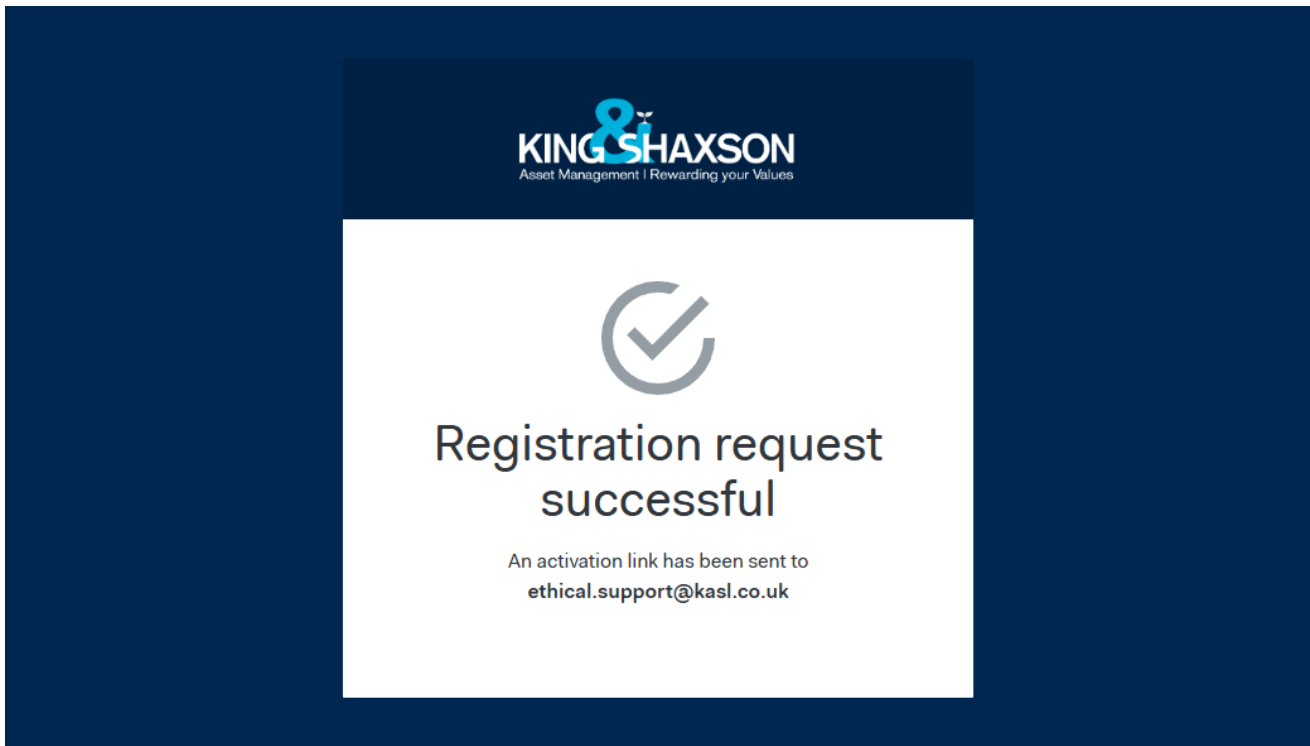
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Registration

EMAIL
Email

[Back To Login](#) [Register](#)

3. The investor will see the dialog box below confirming the successful registration process, which instantly generates an activation email. If the investor does not receive this immediately, please refer to the troubleshooting section.



The registration of the portal is linked to the email address we have on file. Investors will receive the following error message if they are using an email address that is not linked to their account. In this case, please contact us.

Registration

EMAIL

email@email.com

The application has encountered an error. Please ensure that you are using the right email address

[Back To Login](#)

[Register](#)

4. The activation email will be received from the ethical@kasl.co.uk with the subject **Account Registration** and the body of the email will contain a link to activate the account. **Please note activation links only last 60 minutes.**

Please check your spam/junk if the email has not been received into your inbox:



Dear Client,

Your account has been registered successfully and you have been assigned the following username: **XXXXXXXX**

[Click here](#) to activate your account.

If the above link does not work, cut and paste the address shown below into a browser such as Google Chrome or Safari:

<https://ksam.pershingnexusinvestor.com/Investorportal/#/account/registerconfirmation?activationtoken>

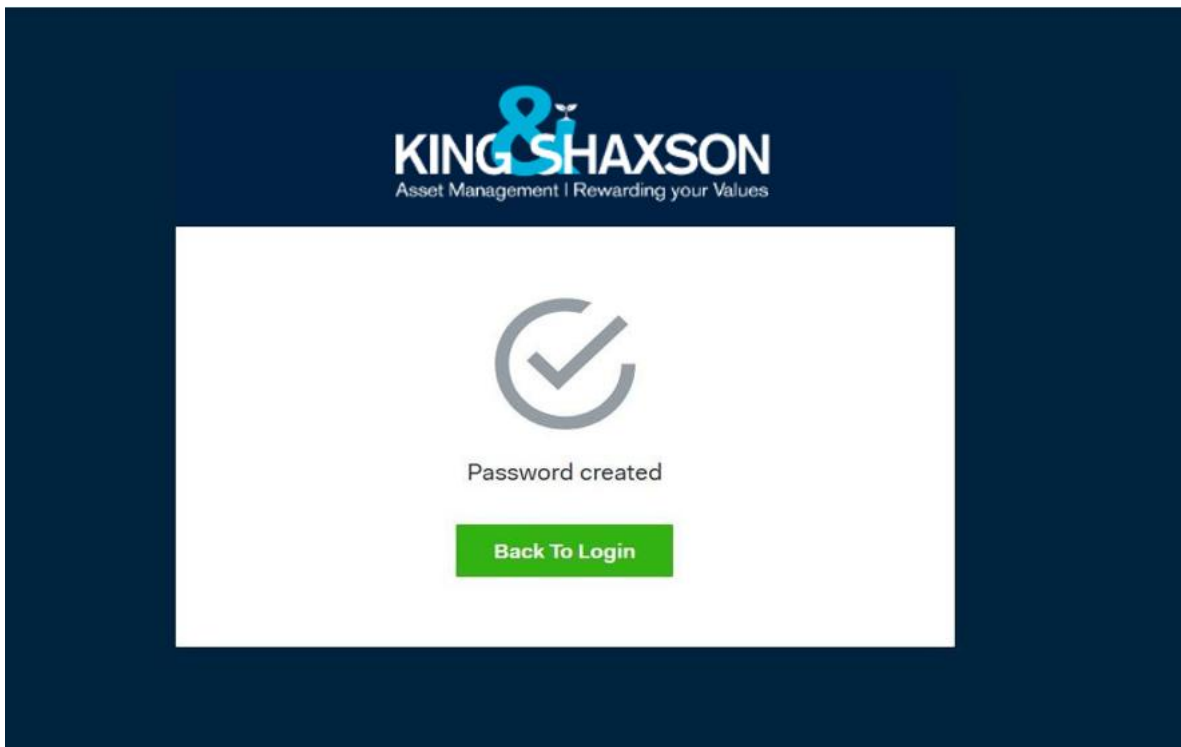
* You are receiving this email because you requested registration and access to the Investor Portal. If you did not request registration, please notify your investment manager/adviser.

5. After clicking on the activation link, the investor will be presented with a dialog box asking them to choose a password. **Please see the password criteria overleaf that needs to be followed.**

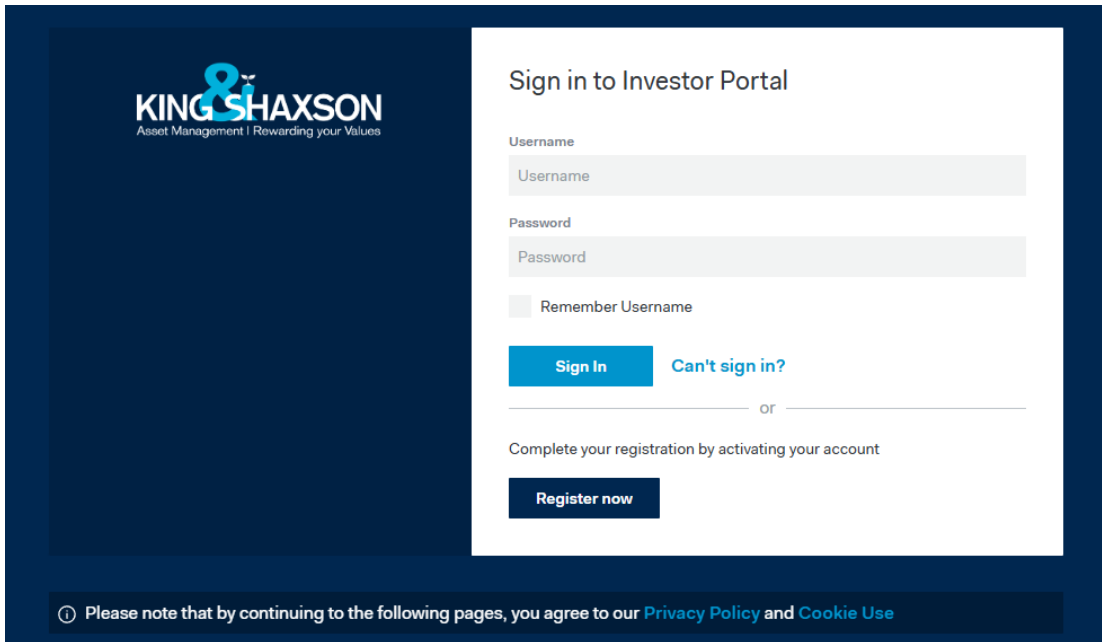
A screenshot of a web registration form. At the top, the King & Shaxson logo is displayed. Below the logo, the word 'Registration' is written in a large, dark font. Underneath, there are two sections: 'CHOOSE PASSWORD' and 'REPEAT PASSWORD'. Each section has a corresponding text input field with a light gray background and a placeholder text 'Choose password' or 'Repeat password'. At the bottom right of the form, there is a blue button with the word 'Submit' in white text.

The password criteria are as below:

- Must be between 8- and 15-characters length.
 - Must contain at least one capital letter.
 - Must contain at least one lower case letter.
 - Must contain at least one number.
 - Must contain at least one special character.
 - Cannot have User ID.
 - Cannot have date of birth.
 - Cannot have First name.
 - Cannot have Last name.
 - Cannot have other names.
6. After meeting the password criteria and clicking on submit, the password is created successfully. To continue, the investor clicks on the link **BACK TO LOGIN**.

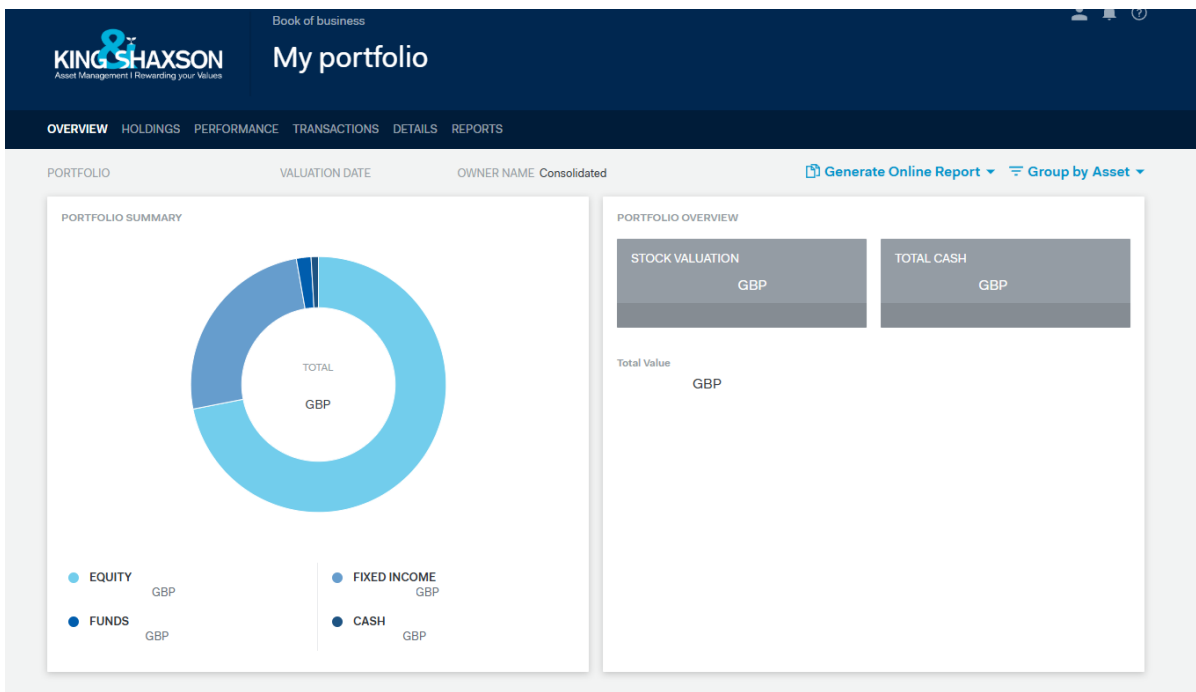


- The investor is presented with the sign-in page, where they enter their Investor Reference (contained within the Account Registration email – **please note this is not your email address**) and their newly created password, then click on **SIGN IN**.



Note: the tick box **Remember Username** is not recommended on shared devices.

- Following a successful sign in, the investor will see their dashboard, and is able to toggle between overview, holdings, performance, transactions, details, and reports. Clients will also be able to generate ad-hoc valuations.



Resetting a Password

1. If the investor forgets their password, they can reset this by clicking on **Can't sign in?**

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Sign in to Investor Portal

Username

Password

Remember Username

[Sign In](#) [Can't sign in?](#)

_____ or _____

Complete your registration by activating your account

[Register now](#)

ⓘ Please note that by continuing to the following pages, you agree to our [Privacy Policy](#) and [Cookie Use](#)

2. The dialog box below will be displayed when the investor enters the email address associated to the account and clicks on **SUBMIT**.

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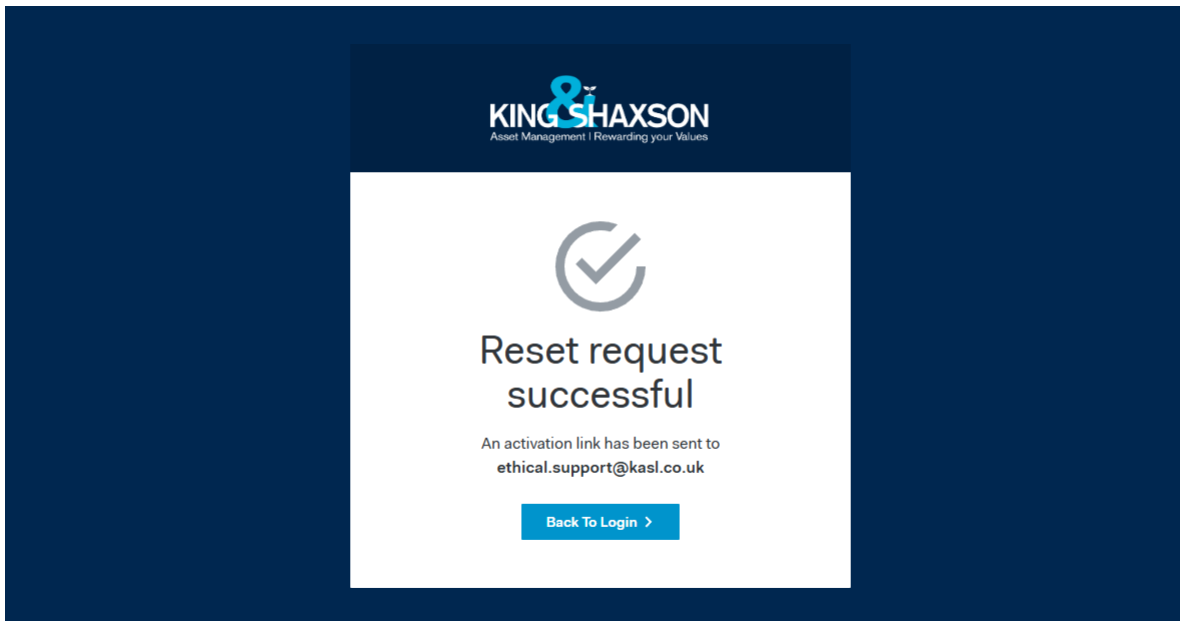
Reset your Password

E-MAIL ADDRESS

Email

[Back To Login](#) [Submit](#)

3. A confirmation dialog box will appear stating an activation email has been sent to the recipient.



4. The password reset email will be received from the client firm-specified email address (e.g., noreply@client-firm.com) with the subject **Investor Portal Password Reset Request**. The body of the email will contain a link to activate the account.



Dear Client,

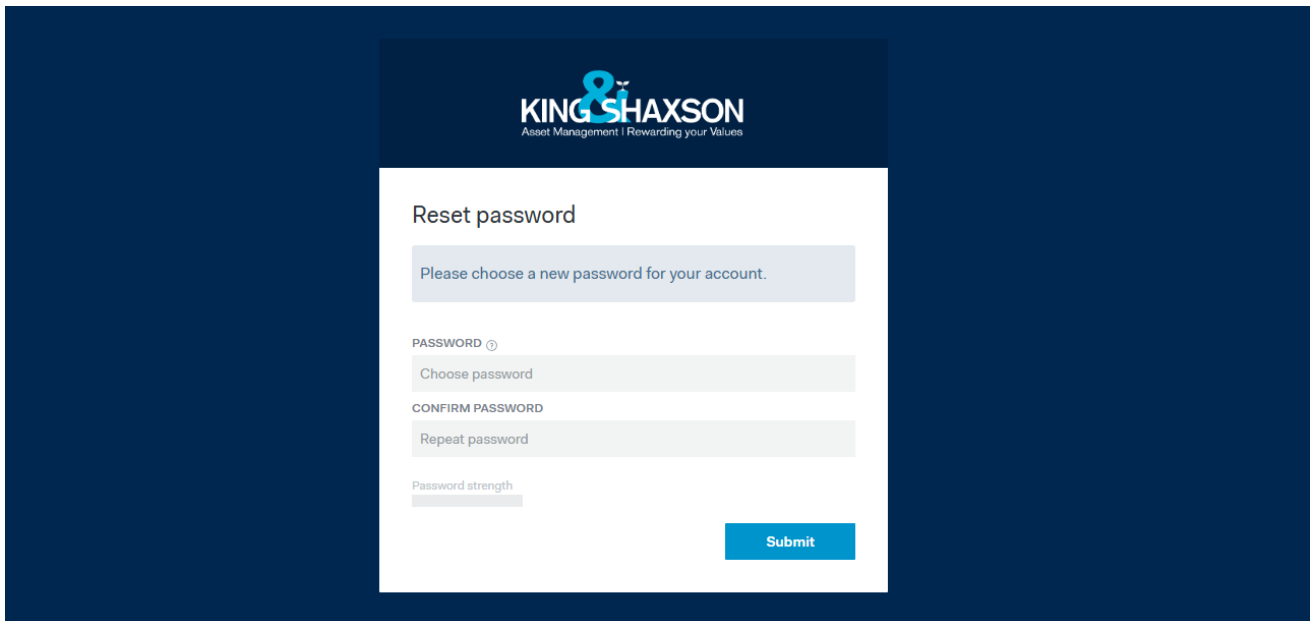
A password reset request has been raised for the Investor Portal. [Click here](#) to reset it.

If the above link does not work, cut and paste the address shown below into a browser such as Google Chrome or Safari:

<https://ksam.pershingnexusinvestor.com/Investorportal/#/account/resetpasswordconfirmation?resettoken=>

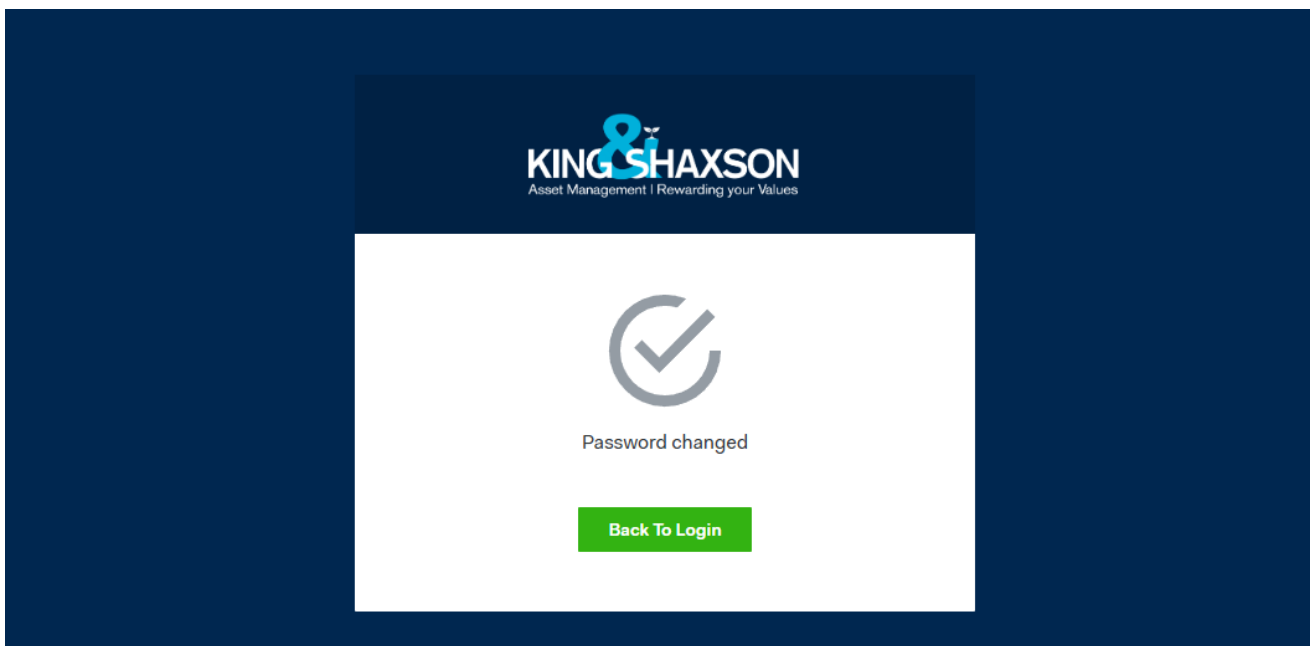
* You are receiving this email because your email address was supplied when requesting a new password for the Investor Portal. If you did not request a new password, please notify your investment manager/adviser.

5. After clicking the reset link, the investor will be able to select a new password based on the rules outlined previously.



The screenshot shows a 'Reset password' form on a dark blue background. At the top is the King & Shaxson logo with the tagline 'Asset Management | Rewarding your Values'. Below the logo, the text 'Reset password' is displayed. A light blue box contains the instruction 'Please choose a new password for your account.' The form includes three input fields: 'PASSWORD' with a help icon, 'CONFIRM PASSWORD', and 'Password strength'. A blue 'Submit' button is located at the bottom right of the form.

6. After meeting the password criteria and clicking on submit, the password is created successfully. To continue, the investor clicks on the link **BACK TO LOGIN**.



King and Shaxson Asset Management Ltd. (Reg. No. 3870667) has its registered office at 155 Fenchurch Street, London, EC3M 6AL. The Company is registered in England and Wales and is part of the PhillipCapital Group. King and Shaxson Asset Management Ltd. (FCA Reg. No. 823315) is authorised and regulated by the Financial Conduct Authority, 12 Endeavour Square, London, E20 1JN

Dashboard

When you log into the portal you will be taken to the Dashboard, this will allow you to navigate the whole portal.

1. This is where announcements from the King & Shaxson team will be shown, for more detail, clicking on tile will bring up the full announcement.
2. The My Portfolio section will bring you through to your full portfolio screen.
3. The document centre shows you when you have new documents as well as your saved documents.

Overview

Once you have clicked into My portfolio you will be taken to the 'Overview' page as shown, this page will allow you to see a summary of your portfolio.

1. This bar allows you to navigate through the portal's functions, allowing you to view focussed sections of your portfolio, performance, transactions and uploaded reports. Each of these tabs will be detailed further on in this document.
2. This box shows you the breakdown of your holdings in the pie chart with the total value of your portfolio in the middle and the breakdown of each asset class below. This can be filtered using the 'Group by' dropdown (2a), this will allow you to see the summary filtered by Asset, Country, Region, Sector and Type.
3. The portfolio overview shows you the total value of your portfolio, but also highlights the value you have invested in the 'Stock Valuation' section and the balance you have in cash in the 'Total Cash' section.
4. Generate Online Report allows you to run customised reports relevant to your portfolio. This will allow you to choose the period you wish to view and will then produce a report that includes detailed information surrounding Asset Allocation, Holding Summaries and Performance, as well as Security Transactions, Cash Transactions and Fee Overviews. Please note this report can take a few minutes to produce and once it is ready you will be alerted by the red dot appearing next to the bell in the top right corner of the portal screen (4a). Once produced they will be posted to the Documents tab.

Holdings

This tab allows you to see the specific holdings in your portfolio alongside their Market Value, Quantity, Price, Book Cost, Profit & Loss, and Performance in percent.

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Portfolio Holdings

OVERVIEW **HOLDINGS** PERFORMANCE TRANSACTIONS DETAILS

PORTFOLIO VALUATION DATE OWNER NAME 1 **Group by Asset**

TOTAL CASH GBP TOTAL SECURITY GBP TOTAL VALUE GBP

HOLDINGS CATEGORIES All 2

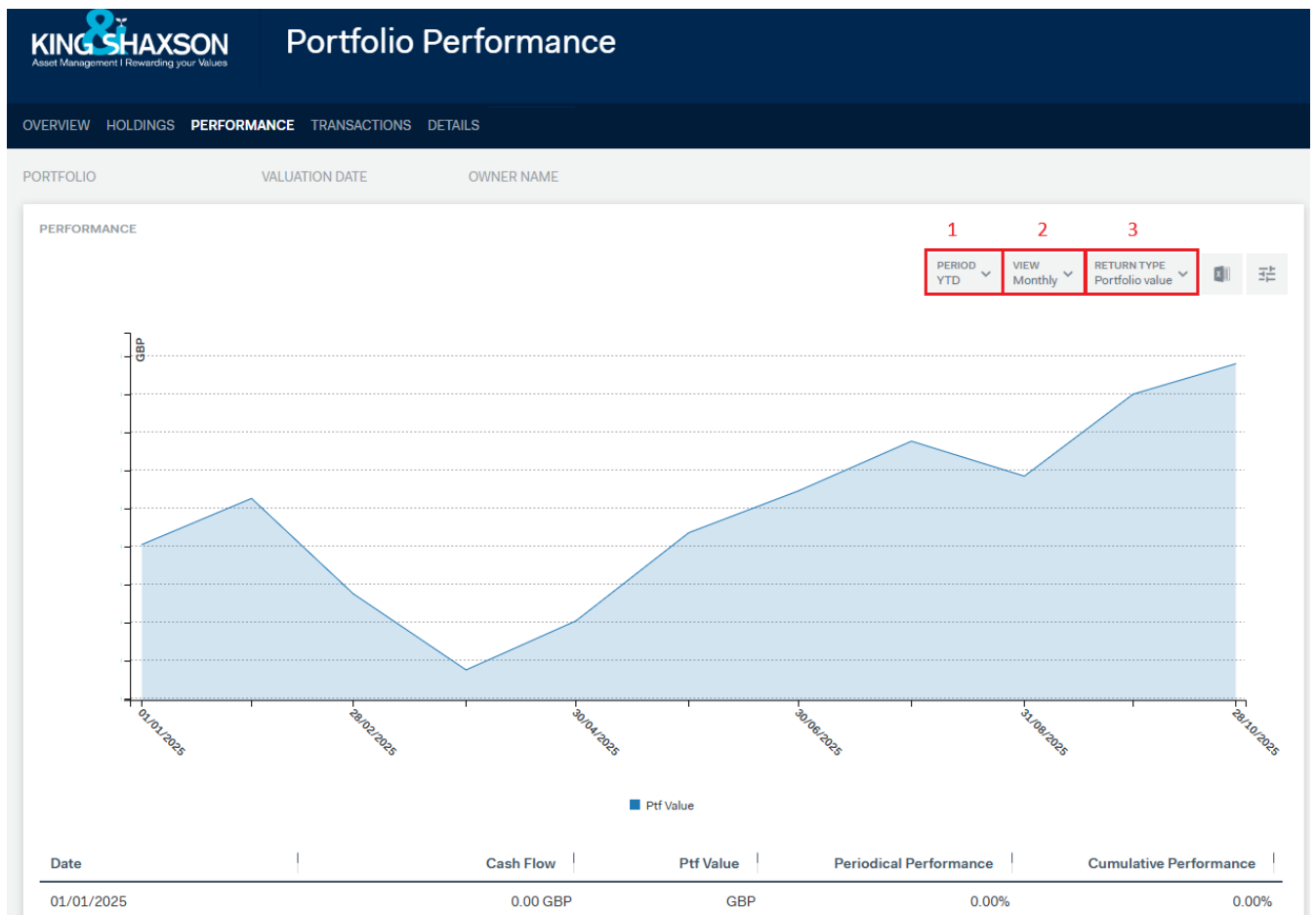
FIXED INCOME

| Instrument Name | Market Value | Quantity/Amount | Price | Hist Book Cost | P&L | % PERF |
|---|--------------|-----------------|-------|----------------|-----|--------|
| INTL BANK RECON&DV 0.75% SNR 15/12/26 GBP1000 | | | | | | |
| EUROFIMA 5.5% SNR 07/06/2032 GBP1000 | | | | | | |
| INTL.DEVEL...ASSOC. 0.75% SNR 21/09/28 GBP1000 | | | | | | |
| NED WATERSCHAPSBK 4.75% SNR 31/01/2028 GBP | | | | | | |
| SubTotal | | | | | | |

1. This information can be filtered in the same way as the information in the portfolio summary on the overview tab, allowing you to filter by Asset, Country, Region, Sector and Type.
2. This icon will allow you to export all your holdings to excel in whichever way you have chosen to view the holdings using the 'Group by' (1) dropdown.

Performance

This tab allows you to see your portfolios performance over time. You can view performance over specific time periods. This will show data going as far back as March 2024. If you need any performance data previous to this please don't hesitate to contact us.



1. The Period filter allows you to change the time frame you view performance over.
2. The View filter adjusts the interval periods used for the valuation dates displayed along the X-axis (at the bottom of the graph).
3. The Return type filter allows you to view to toggle between performance shown as portfolio value (£) and percentage (%).

Transactions

This tab shows an overview of the Cash and Security transactions that have taken place in the portfolio.

Cash 1

| Instrument Name | Net Amount | Transaction Date | Transaction type | Qty/Amount | Price | Description |
|-----------------|------------|------------------|------------------|------------|-------|---|
| Capital Account | GBP | 17/10/2025 | Cash Movement | GBP | N/A | Purchase: |
| Capital Account | GBP | 16/10/2025 | Cash Movement | GBP | N/A | Sale: |
| Capital Account | GBP | 16/10/2025 | Cash Movement | GBP | N/A | Sale: |
| Capital Account | GBP | 03/10/2025 | Management Fee | GBP | N/A | Mgmt Fees For Period from Aug 25 to Sept 25/(Monthly Charge |
| Capital Account | GBP | 01/10/2025 | Cash Movement | GBP | N/A | Purchase: |

[Show more](#)

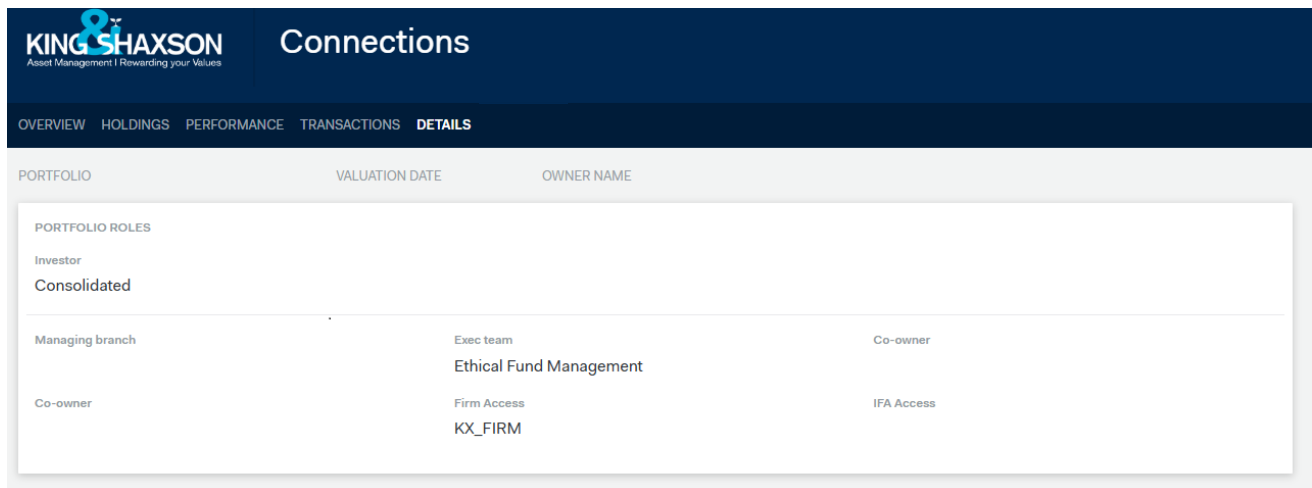
Security 2

| Instrument Name | Net Amount | Transaction Date | Transaction type | ISIN | Qty/Amount | Price | Description |
|-----------------|------------|------------------|------------------|------|------------|-------|-------------|
| | | 17/10/2025 | Buy | | | | Bought |

1. The cash tab will show information such as the cash amounts, recent purchases and sales, fees being debited from the portfolio, and interest & dividends paid into the portfolio.
2. The security tab shows the purchases and sales in the portfolio.

Details

This tab shows who has access to your account and the type of access they have. KX_FIRM is King & Shaxson’s internal access and Ethical Fund Management shows the management team for your portfolio.



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OVERVIEW HOLDINGS PERFORMANCE TRANSACTIONS **DETAILS**

| PORTFOLIO | VALUATION DATE | OWNER NAME |
|------------------------|-------------------------|------------|
| PORTFOLIO ROLES | | |
| Investor | | |
| Consolidated | | |
| Managing branch | Exec team | Co-owner |
| | Ethical Fund Management | |
| Co-owner | Firm Access | IFA Access |
| | KX_FIRM | |

Documents

This tab is where all reports will be stored, this includes reports generated by the user and documents uploaded by King & Shaxson, such as Quarterly Reports.



KING SHAXSON My documents
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Q Search Something...

CATEGORY All SHOW All

Portfolio Reports 1

Full Client Report
29/10/2025

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