

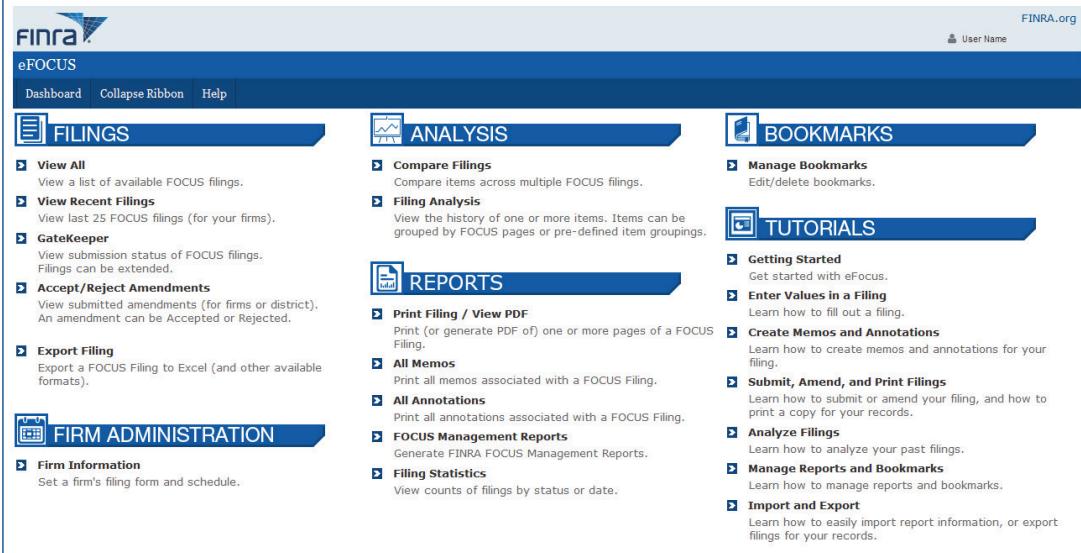
# eFOCUS

An enhanced system for submitting FOCUS™ filings to FINRA.

## How to access eFOCUS

- ▶ Login through the Firm Gateway, which provides consolidated access to FINRA applications and timely information for your firm
- ▶ Your existing user ID and password is all you need

<https://firms.finra.org/efocus>



The screenshot displays the eFOCUS application interface. At the top, there is a navigation bar with the FINRA logo, a user name field, and a 'Logout' button. Below the navigation bar, there are several sections: 'FILINGS' (View All, View Recent Filings, GateKeeper, Accept/Reject Amendments, Export Filing), 'ANALYSIS' (Compare Filings, Filing Analysis), 'BOOKMARKS' (Manage Bookmarks), 'TUTORIALS' (Getting Started, Enter Values in a Filing, Create Memos and Annotations, Submit, Amend, and Print Filings, Analyze Filings, Manage Reports and Bookmarks, Import and Export), 'REPORTS' (Print Filing / View PDF, All Memos, All Annotations, FOCUS Management Reports, Filing Statistics), and 'FIRM ADMINISTRATION' (Firm Information). Each section contains a list of sub-options with brief descriptions.

## Accessible through the Firm Gateway, eFOCUS offers:

- ▶ A dashboard for quick and easy access to all filings and system features
- ▶ Data import capabilities using Excel or XML templates
- ▶ Line-item help and history, such as formula components and prior values
- ▶ Memos to provide additional line-item or filing detail to FINRA
- ▶ Annotations to make filing notes that are not viewable by FINRA
- ▶ A streamlined amendment process with status tracking
- ▶ An analysis wizard for comparing data within and across filings
- ▶ Bookmarking to access often-viewed line items
- ▶ Secure transmission of filings to financial institutions of your choice

Visit [www.finra.org/RegulationFiling/FOCUS](http://www.finra.org/RegulationFiling/FOCUS) to learn more.