



Morningstar® Principia®

Best Practices and Helpful Hints for 2012

	Jan	Feb	Mar	Apr	May
1971		1.16	3.96	3.61	-4.16
1972	-2.16	-0.19	-0.19	0.58	-0.19
1973	-10.70	-5.00	-2.41	-6.29	-4.16
1974	-2.62	1.28	-3.22	-5.07	-4.16
1975	8.54	4.55	0.84	2.49	-4.16
1976	10.13	0.00	2.17	-1.14	-4.16
1977	-2.78	-1.99	0.49	1.16	-4.16
1978	-3.63	0.00	1.88	3.74	-4.16
1979	2.26	-1.90	2.82	0.15	-4.16
1980	2.25	1.00	7.06	4.95	-4.16

Follow These Steps to Improve Your Workflow

To access rolling return data for export in the Mutual Fund Advanced module:

1 Double-click an **investment** to open the fund detail page. Click the **Advanced Analytics** button to access the Table of Contents window.

Investment Approach
Selected American Shares
Data updated through 01-31-2012

Investment Approach
Rating: ** Net Assets: \$393.3 mil Momingstar Category: Large Blend

Table of Contents
 Basic Detail
 Investment Approach
 Risk/Return Profile
 Basic Performance
 Growth of \$10,000
 Portfolio
 Risk and Reward
 Rolling Return - Graph
 Rolling Return - Table
 Risk-Statistics
 Performance
 Analysis
 Operations

Table of Contents
 Assets: 3 mil Momingstar Category: Large Blend
 Basic Detail: 45.5 1.86
 Investment Approach: 5.0 1.47
 Risk/Return Profile: 5.0 0.84
 Basic Performance: 20.7 2.40
 Growth of \$10,000: 1.9 1.00
 Portfolio: 25.0 0.54
 Risk and Reward: 0.2 0.05
 Rolling Return - Graph: 10.8 0.92
 Rolling Return - Table: 6.9 0.58
 Risk-Statistics: 7.1 0.38
 Performance: 29.5 1.12
 Analysis: 17.7 1.55
 Operations: 11.8 1.03

Advanced Analytics **Export**

2 In the Table of Contents area, double-click **Risk and Reward**.

3 From the available items, highlight **Rolling Return-Table**, then click **OK**.

Rolling Return - Table
Selected American Shares D
Data updated through 01-29-2012

Risk and Reward: Rolling Returns
 Net Annualized % of Assets: 2.91
 Growth of \$10,000: 1.52

Rolling Return	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1971	-2.16	-0.19	3.96	3.61	-4.16	1.21	-3.89	5.9	0.39	-2.75	-1.01	9.77
1972	-2.16	-0.19	-0.19	0.90	-0.39	-5.09	-2.2	5.07	1.93	-1.38	7.56	6.4
1973	-0.73	-0.73	-0.73	-0.29	-0.29	-2.88	6.82	-2.17	6.4	-1.16	-14.99	1.94
1974	-2.62	1.26	3.22	-5.07	-3.96	-1.59	-6.84	-7.8	-10.16	14.44	-2.93	1.16
1975	8.54	4.56	0.84	2.49	4.21	2.95	-4.83	2.38	-4.65	4.93	2.65	1.03
1976	10.13	0.00	2.17	-1.14	-1.16	3.51	-4.43	0.29	2.14	-1.55	1.14	4.39
1977	-2.78	-0.99	0.43	1.16	0.14	3.07	-0.7	-0.42	0.14	-2.01	2.34	0.43
1978	-3.63	0.00	1.80	3.74	0.00	-0.50	3.09	2.57	-0.30	-5.30	1.39	1.03
1979	2.26	-1.9	2.82	0.15	0.15	3.95	0.43	1.7	-0.20	-5.64	3.61	1.03
1980	2.95	-1.1	2.86	4.96	4.97	5.22	3.5	0.14	1.62	1.48	7.46	6.82
1981	-3.19	2.79	2.32	-2.81	0.92	-1.04	0.00	-3.87	-3.47	5.66	5.62	1.03
1982	-1.3	-2.26	0.68	3.21	-0.99	-1.14	0.29	9.24	2.01	8.29	1.84	1.03
1983	1.27	1.07	4.12	5.05	-2.19	2.23	-1.55	1.91	4.52	2.03	1.78	1.03
1984	1.01	-3.44	1.4	1.83	-3.49	4.82	-0.86	8.97	1.88	2.36	-1.34	1.03
1985	5.52	3.69	1.33	-0.27	3.2	3.19	3.25	0.17	-1.27	2.5	6.48	1.03
1986	2	6.12	4.73	0.45	4.74	2.33	-3.34	2.95	-6.01	3.97	-3.96	1.03
1987	13.03	2.45	0.99	-1.41	1.36	3.32	-2.07	4.32	-2.91	17.52	-7.63	1.03
1988	5.95	6.11	0.33	-0.99	-0.65	6.75	-0.23	-0.84	5.52	3.17	-1.98	1.03
1989	6.8	-1.37	3.54	3.5	4.36	1.96	-0.5	7.93	-0.93	-5.01	1.16	1.03
1990	-4.41	0.96	3.56	-2.31	0.89	0.94	0.29	-7.61	-7.13	-6.41	0.78	1.03
1991	8.83	10.49	4.81	0.19	2.92	-4.9	5.05	3.71	-2.23	1.27	-1.49	1.03
1992	-3.89	1.57	-3.26	0.88	0.79	-1.61	3.65	1.21	1.34	0.66	-5.53	1.03

4 To edit the time period, click the **Rolling Period** drop-down menu and select an option.

Rolling Return - Table
Selected American Shares D
Data updated through 01-29-2012

Risk and Reward: Rolling Returns
 Net Annualized % of Assets: 2.91
 Growth of \$10,000: 1.52

Rolling Return: [3 Mo] Best and Worst: [Large/Smwth-]

Rolling Return	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1971	-2.16	-0.19	3.96	3.74	-4.16	1.21	-3.58	5.90	-0.39	-2.75	-1.01	9.77
1972	-2.16	-0.19	-0.19	0.12	0.00	-5.09	-0.20	5.07	-1.93	-1.38	7.56	6.4
1973	-0.70	-5.00	-2.41	-6.30	0.00	-2.88	6.82	-2.17	6.40	-1.16	-14.99	-0.20
1974	-2.62	1.28	-3.22	-5.60	0.00	-1.59	-6.94	-7.80	-10.15	14.44	-2.93	-0.75
1975	8.54	4.55	0.84	2.49	4.21	2.95	-4.83	-2.38	-4.55	4.93	2.57	-0.94
1976	10.13	0.00	2.17	-1.14	-1.16	3.51	-4.43	0.29	2.14	-1.55	1.15	4.39
1977	-2.78	-0.99	-0.43	1.16	0.14	3.07	-0.70	-0.42	0.14	-2.01	2.34	0.43
1978	-3.63	0.00	1.80	3.74	0.00	-0.50	3.09	2.57	-0.20	-5.38	1.35	1.03
1979	2.26	-1.90	2.82	0.15	0.15	3.95	0.43	1.70	-0.20	-5.54	3.61	1.00
1980	2.95	-1.00	-0.98	4.96	4.92	5.22	3.51	0.14	1.62	1.48	7.46	6.81

5 To highlight the entire table, click the **cell** directly to the left of the column labeled January.

6 On your keyboard press, press **Ctrl + C** to copy the entire contents of the table.

7 Return to your computer's desktop and open a new **Excel** file.

8 Click your mouse in cell **A1** of the Excel file, and on your keyboard press **Ctrl + V** to paste the contents in the spreadsheet.

	A	B	C	D	E	F	G	H	I	J	K	L
1												
2	1971	-2.16	-0.19	3.96	3.61	-4.16	1.21	-3.89	5.9	0.39	-2.75	-1.01
3	1972	-2.16	-0.19	-0.19	0.90	-0.39	-5.09	-2.2	5.07	1.93	-1.38	7.56
4	1973	-0.73	-0.73	-0.73	-0.29	-0.29	-2.88	6.82	-2.17	6.4	-1.16	-14.99
5	1974	-2.62	1.26	3.22	-5.07	-3.96	-1.59	-6.84	-7.8	-10.16	14.44	-2.93
6	1975	8.54	4.56	0.84	2.49	4.21	2.95	-4.83	2.38	-4.65	4.93	2.65
7	1976	10.13	0.00	2.17	-1.14	-1.16	3.51	-4.43	0.29	2.14	-1.55	1.14
8	1977	-2.78	-0.99	0.43	1.16	0.14	3.07	-0.7	-0.42	0.14	-2.01	2.34
9	1978	-3.63	0.00	1.80	3.74	0.00	-0.50	3.09	2.57	-0.30	-5.30	1.39
10	1979	2.26	-1.9	2.82	0.15	0.15	3.95	0.43	1.7	-0.20	-5.64	3.61
11	1980	2.95	-1.1	2.86	4.96	4.97	5.22	3.5	0.14	1.62	1.48	7.46
12	1981	-3.19	2.79	2.32	-2.81	0.92	-1.04	0.00	-3.87	-3.47	5.66	5.62
13	1982	-1.3	-2.26	0.68	3.21	-0.99	-1.14	0.29	9.24	2.01	8.29	1.84
14	1983	1.27	1.07	4.12	5.05	-2.19	2.23	-1.55	1.91	4.52	2.03	1.78
15	1984	1.01	-3.44	1.4	1.83	-3.49	4.82	-0.86	8.97	1.88	2.36	-1.34
16	1985	5.52	3.69	1.33	-0.27	3.2	3.19	3.25	0.17	-1.27	2.5	6.48
17	1986	2	6.12	4.73	0.45	4.74	2.33	-3.34	2.95	-6.01	3.97	-3.96
18	1987	13.03	2.45	0.99	-1.41	1.36	3.32	-2.07	4.32	-2.91	17.52	-7.63
19	1988	5.95	6.11	0.33	-0.99	-0.65	6.75	-0.23	-0.84	5.52	3.17	-1.98
20	1989	6.8	-1.37	3.54	3.5	4.36	1.96	-0.5	7.93	-0.93	-5.01	1.16
21	1990	-4.41	0.96	3.56	-2.31	0.89	0.94	0.29	-7.61	-7.13	-6.41	0.78
22	1991	8.83	10.49	4.81	0.19	2.92	-4.9	5.05	3.71	-2.23	1.27	-1.49
23	1992	-3.89	1.57	-3.26	0.88	0.79	-1.61	3.65	1.21	1.34	0.66	-5.53

9 When you are finished working in Excel, save your work.

10 If you have any questions or need help with other areas of Principia, please call our Product Support team at **312 424-4288** or visit our Customer Education and Training site—<http://principia.morningstar.com/Training/>.