

Checklist for Monitoring Your Investment Plan

Your investing activities should be guided by your investment plan. You should follow-up the implementation of your investment plan with monitoring. Use this checklist to help you monitor your investment plan.

	Yes	No	Comments
1. Do you have the right mix of stocks, bonds and cash?	_____	_____	_____
2. Have you compared your mix of stocks, bonds and cash to model portfolios?	_____	_____	_____
3. Is the number of different investments manageable so that you can watch them all with ease?	_____	_____	_____
Too many mutual funds?	_____	_____	_____
Cash accounts?	_____	_____	_____
Stocks?	_____	_____	_____
Bonds?	_____	_____	_____
Other _____	_____	_____	_____
4. Have you taken full advantage of tax favored investment vehicles like IRAs, 401(k)s, municipal bonds, etc.?	_____	_____	_____
5. Have you totaled up your emergency cash reserve?	_____	_____	_____
6. Does your total cash reserve equal 3 to 6 months of living expenses?	_____	_____	_____
7. Is your portfolio well diversified in two dimensions:			
Types of investments?	_____	_____	_____
Industries?	_____	_____	_____
8. Do you know the annual costs to manage your investments?	_____	_____	_____
9. Are you investing at least 10% of your pretax income and is that being done automatically (payroll deduction or automatic withdrawals from checking)?	_____	_____	_____
10. Do you know the performance (rate of return) of your portfolio for the past year?	_____	_____	_____

Material provided by Michael P. Griffin.