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東英亞洲證券有限公司
聯交所參與者編號 SFC participant license CE No. ABV570

iTrader Elite User Manual

1. Introduction

The iTrader Elite program is a comprehensive all-in-one trading tool which enables a user to view real-time stock information; place, cancel, and change orders; monitor order status; check the account balance.

1.1User login

a. Open up Internet Explorer，the Login window will pop up（Fig.1.1）。

In the login page, user can easy access website information at the footer, e.g. Disclaimer, Privacy

b. If correct user name and password is typed, risk disclaimer (Fig. 1.2) will show up. Click on “Confirm” to continue, “Cancel” to close up the window.

c. After the successful login, the All-in-one Interface will start up itself（Fig.1.3）

Fig. 1.1 Login Window

Fig. 1.2 Risk Disclaimer

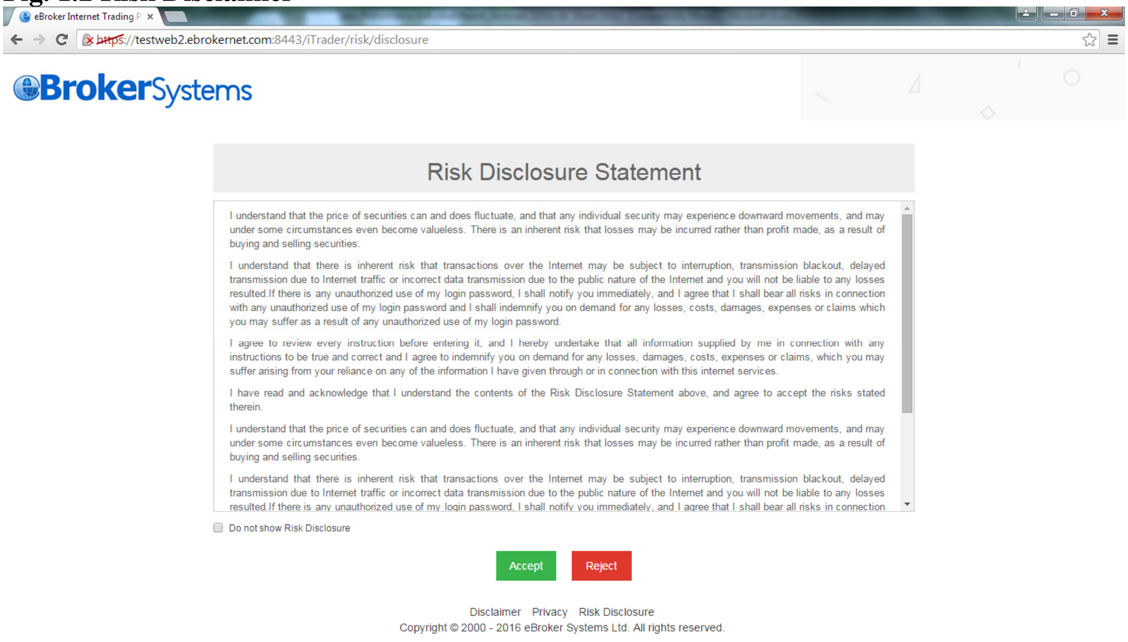
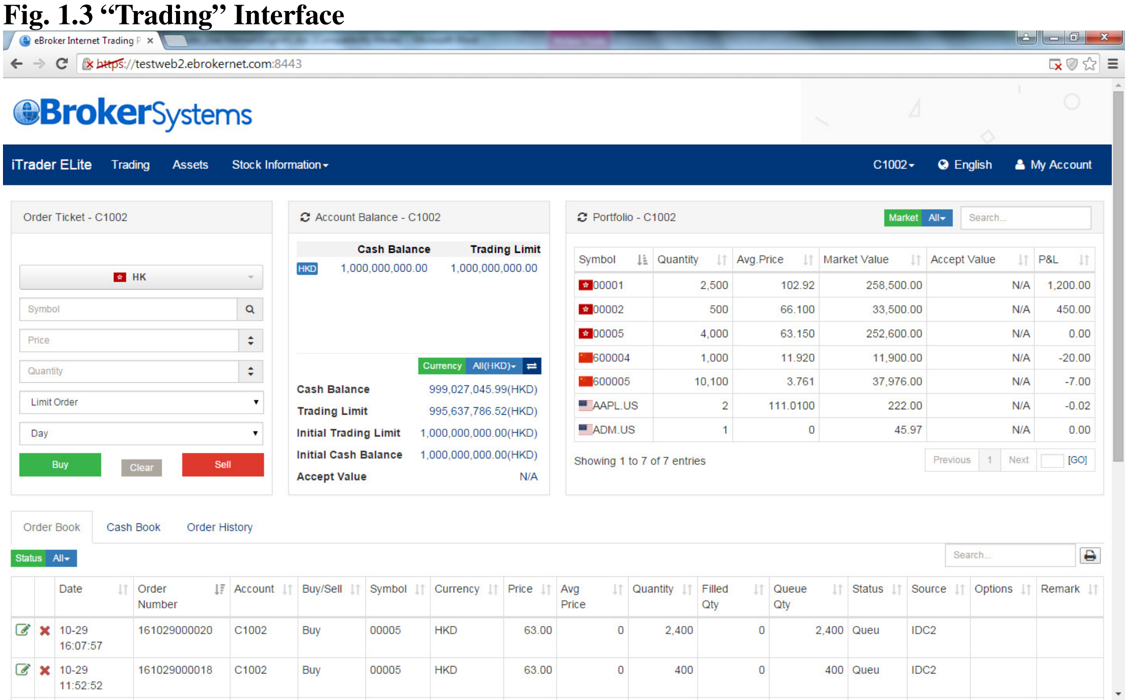


Fig. 1.3 "Trading" Interface



<u>Login Window</u>

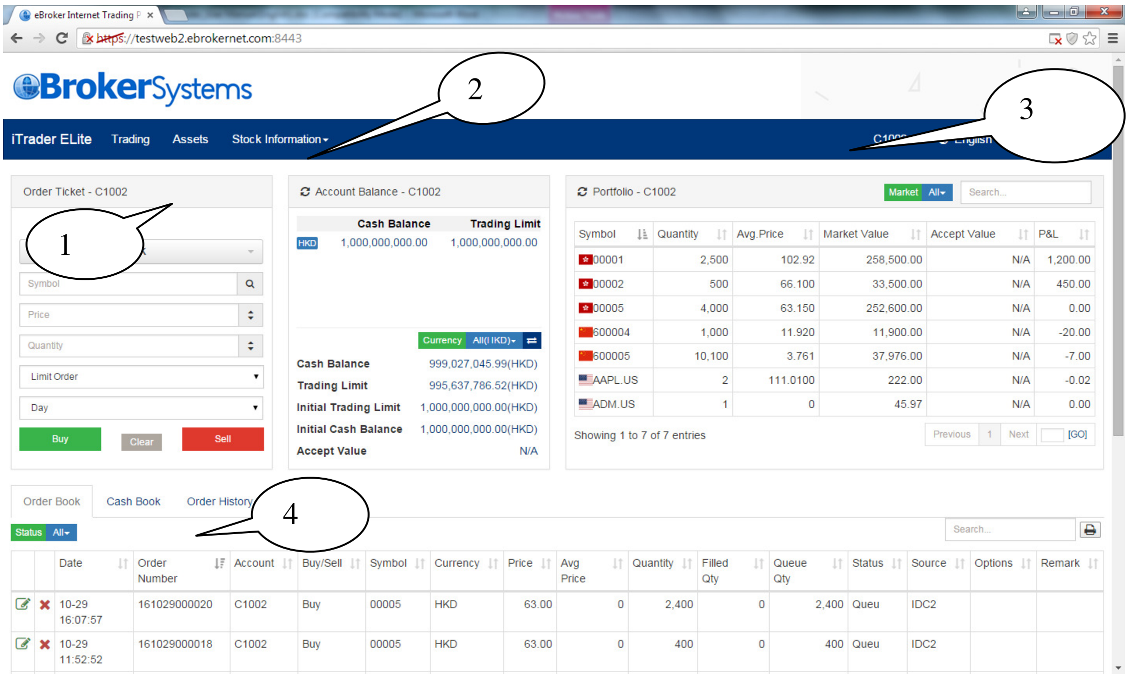
Correct user name and password must be typed in. If an incorrect user name or password is typed, error message will popup. Click “Confirm” to type in the correct user name and password again. For three consecutive input of wrong user name or password, your account will be suspended. You will then have to call the customer hotline to re-activate the account.

2. User interface “Trading”

2.1 Overview

After the successful login，the “Trading” Interface will pop up automatically（Fig. 2.1）。
The “Trading” Interface contains 3 sections：
1. Order Ticket Window
2. Account Balance Window
3. Portfolio
4. Market Quote and Order Book
   (Please contact your brokerage with market data package subscription)

Fig. 2.1 “Trading” Interface



2.2 Order Ticket Window

iTrader provides Buy/Sell shortcut key to speed up placing orders. User press [B] for buy or [S] for sell, orders can be placed directly.

2.2.1 Limit Order

1. To place order, select trading market from the dropdown list (HK, US, Shanghai A), enter the stock symbol, the quantity and the price. Then, press the Buy or Sell button according to order type (Fig. 2.2).
2. A confirmation box will pop up and press “Confirm” to send out. if “Close” is pressed,

the order would not be placed. If the order is placed successfully, the order sent confirmation message will pop up (Fig. 2.4) and the order detail will then be displayed in the order book.
Before input symbol code, you can click search button and then search it from search form.

3. For user to make a clear view of the transaction details are shown in the order confirmation box.

Fig. 2.2 Order Ticket

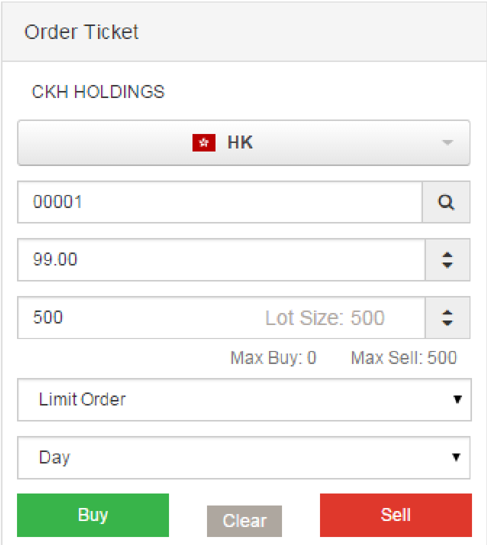
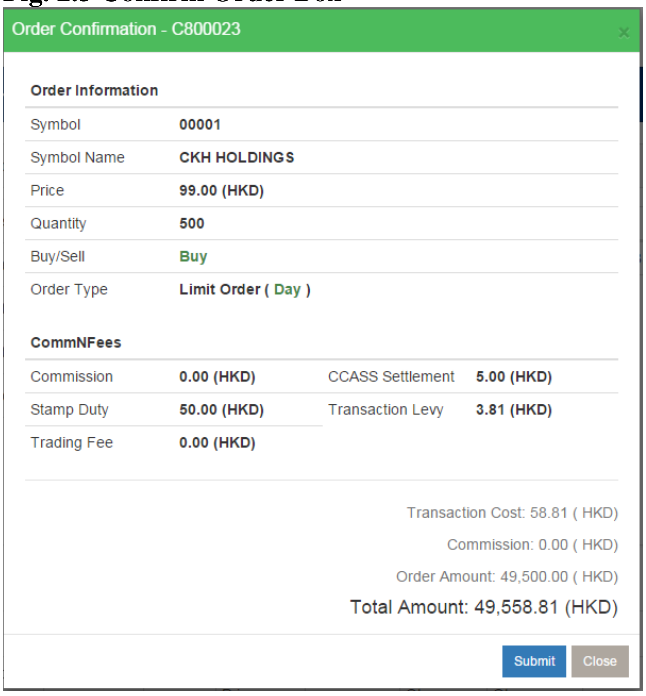


Fig. 2.3 Confirm Order Box



The currency will be shown after "Price" and "Stop Price" (for Stop Order).

Fig. 2.4 Order Sent Box

Over the Limit Orders

If the order exceeds the credit limit, price limit or stock position, a message dialog box will pop up. This order will not be accepted and not be shown in the order book. (Fig. 2.5a and Fig. 2.5b)

Fig. 2.5a Insufficient stock position

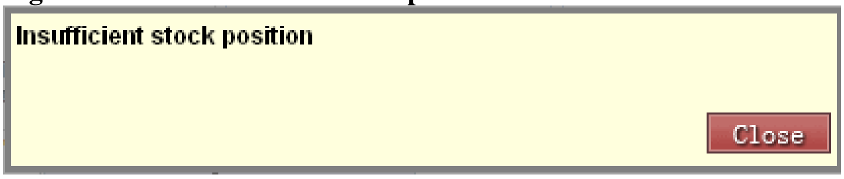
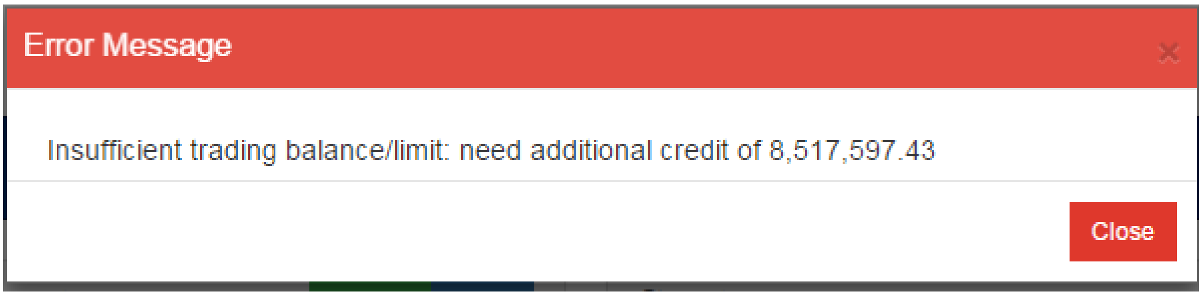


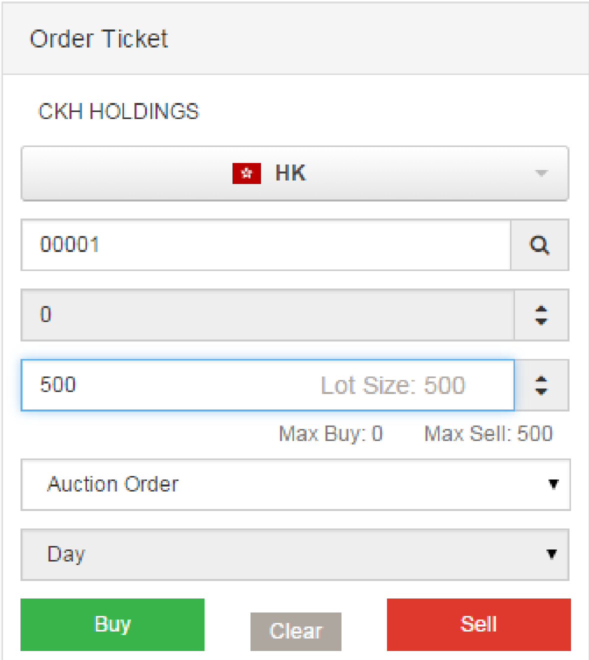
Fig.2.5b Insufficient trading balance



2.2.2 Auction Order

The Auction order type will show with specific entitlement (Fig.2.6). Type in the symbol, and quantity, price will be auto change to 0 by choosing the auction order type, and auction order will be placed after clicking on the Buy/ Sell button. Auction order can only be placed during Auction period.

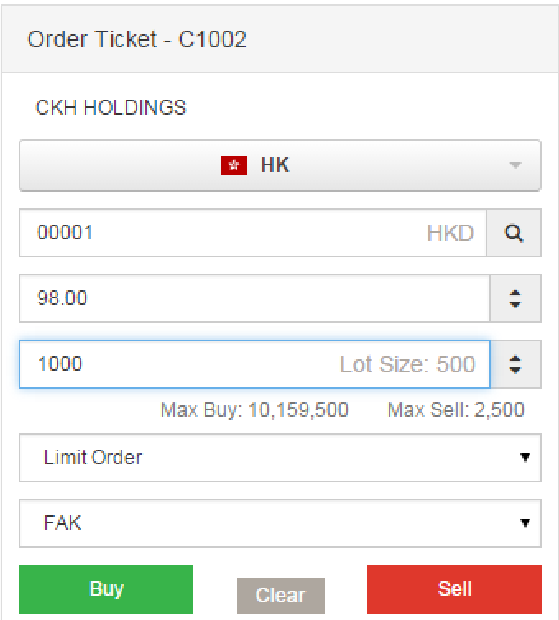
Fig. 2.6 Auction Order



2.2.3 FAK

When parts of the quantity are matched with market, either way the order will be sent to exchange and rest of the quantity will be canceled.

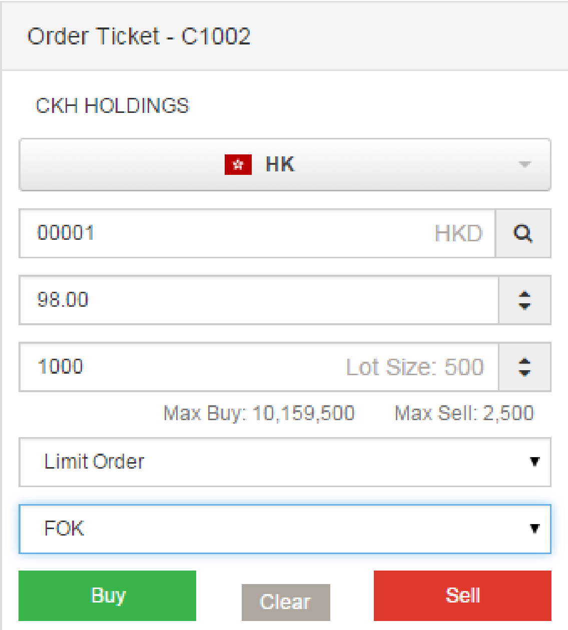
Fig. 2.7 FAK Order



2.2.4 FOK

Only if the order is fully matched then it will send to exchange, or the order will be cancelled.

Fig. 2.8 FOK Order



2.3 Portfolio and Account Balance Window

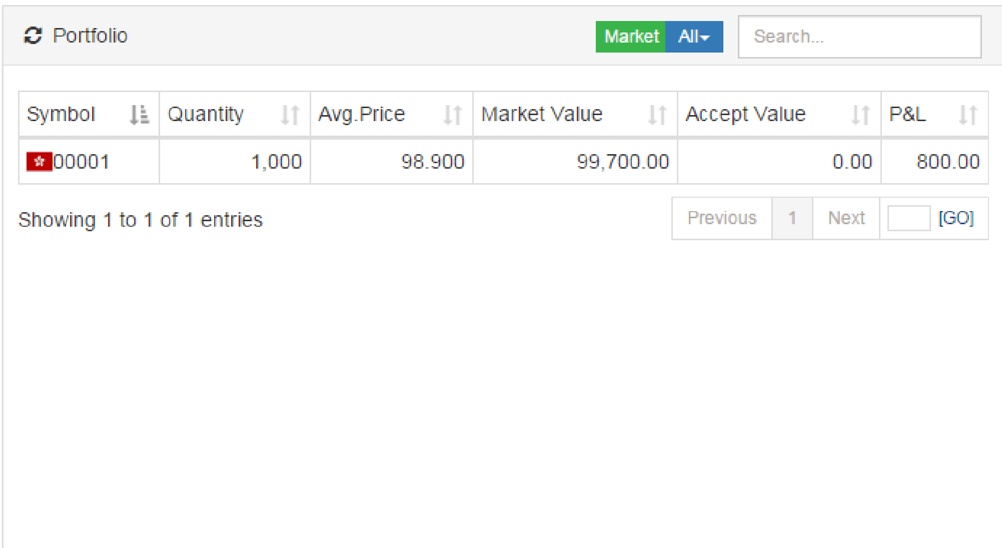
2.3.1 Portfolio Window

The [Portfolio] window shows the account's portfolio in all markets (Fig.2.11).

Portfolio's market value can be calculated either with Pre-close price or Nominal by broker's setting. The average price of the portfolio is also shown for reference.

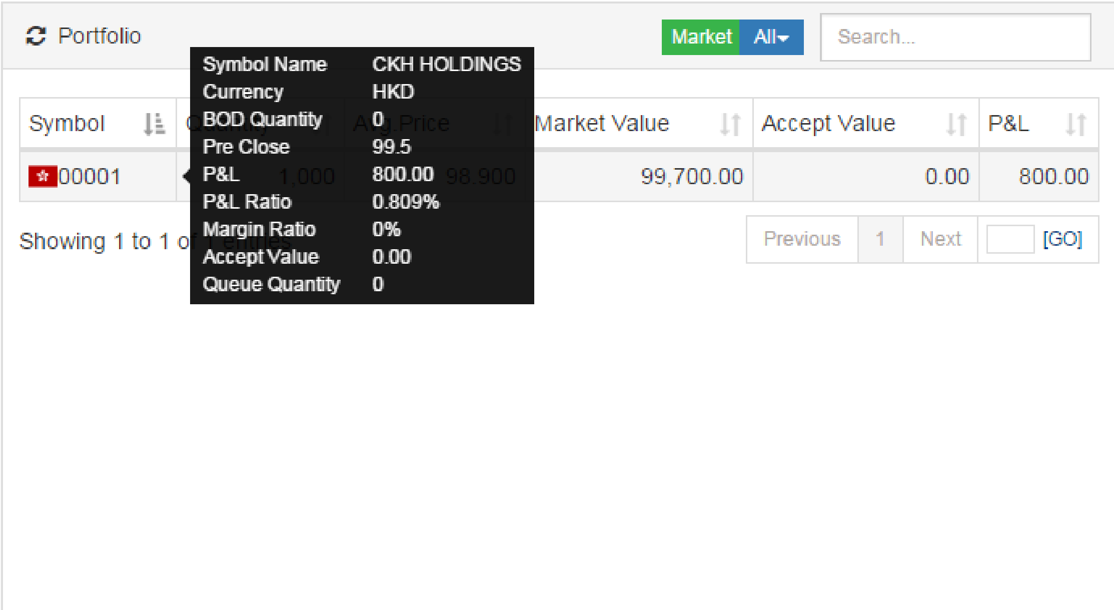
The symbol and quantity will copy into the Order Ticket while clicking the symbol in the portfolio window. The symbol name will be show completely when mouse move over.

Fig. 2.9 Portfolio



- Input a specific Symbol, press ENTER key to start the filtering, for Hong Kong Stock, the system will auto pad “0” for integer string to complete the symbol code (eg. Enter 5 for 00005).
- Select “All” or specific Market from the dropdown list and portfolio for will be shown.
- Click the page number at the bottom to go to the specified page.

Fig. 2.10 Portfolio Detail



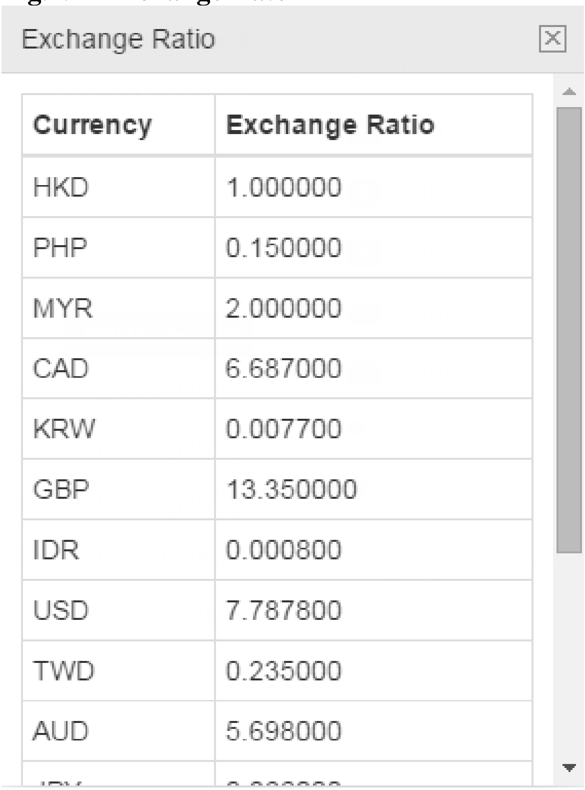
2.3.2 Account Balance Window

The following information will be shown in the [Account Balance] window (Fig.2.11). All information will be shown:
Cash Balance (by currency)/
Trading Limit (HKD equivalent)/
Initial Trading Limit (HKD equivalent)/
Asset Value (HKD equivalent)/

Click on the <Refresh> button on the top  to retrieve updated information.

Click on  to enquire exchange rate.

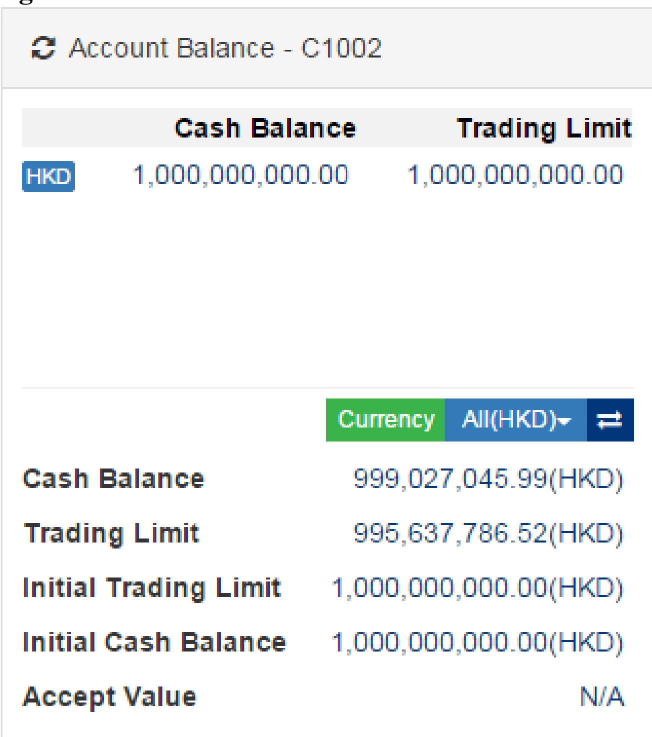
Fig.2.11 Exchange Rate



Exchange Ratio

Currency	Exchange Ratio
HKD	1.000000
PHP	0.150000
MYR	2.000000
CAD	6.687000
KRW	0.007700
GBP	13.350000
IDR	0.000800
USD	7.787800
TWD	0.235000
AUD	5.698000

Fig.2.12 Account Balance



Account Balance - C1002

	Cash Balance	Trading Limit
HKD	1,000,000,000.00	1,000,000,000.00

Currency All(HKD)

Cash Balance	999,027,045.99(HKD)
Trading Limit	995,637,786.52(HKD)
Initial Trading Limit	1,000,000,000.00(HKD)
Initial Cash Balance	1,000,000,000.00(HKD)
Accept Value	N/A

2.4 Market Quote Window and Order Book

2.4.1 Market Data Window

The real time market quote will be displayed in [Market Data] window. Please contact your brokerage with market data package subscription.

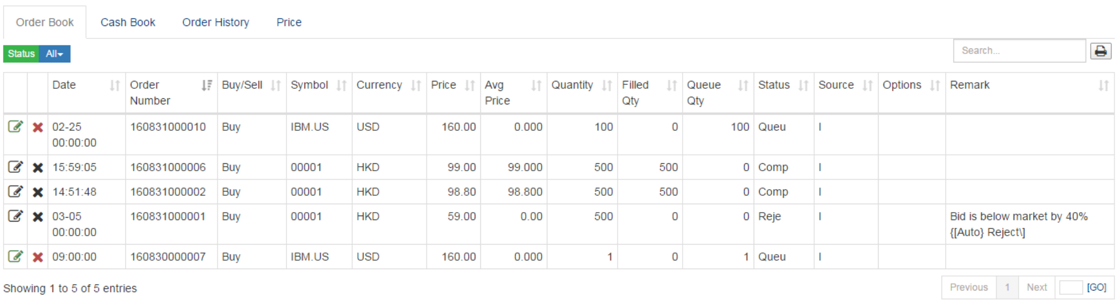
2.4.2 Order Book

Order book lists out Today's order information, and allows print order book with [Print] button.

There are different sections in the [Order Book] for orders(Fig.2.13):

Fig. 2.13 Order Book

Date (Date Time of HK)/Order Number / Buy/Sell /Symbol/Currency/ Price/ Avg Price / Quantity /Filled Qty/ Queue Qty/ Status / Source/ Options / Remarks



Order Book | Cash Book | Order History | Price

Status All

Search...

		Date	Order Number	Buy/Sell	Symbol	Currency	Price	Avg Price	Quantity	Filled Qty	Queue Qty	Status	Source	Options	Remark
		02-25 00:00:00	160831000010	Buy	IBM.US	USD	160.00	0.000	100	0	100	Queu	I		
		15:59:05	160831000006	Buy	00001	HKD	99.00	99.000	500	500	0	Comp	I		
		14:51:48	160831000002	Buy	00001	HKD	98.80	98.800	500	500	0	Comp	I		
		03-05 00:00:00	160831000001	Buy	00001	HKD	59.00	0.00	500	0	0	Reje	I		Bid is below market by 40% {[Auto} Reject\]
		09:00:00	160830000007	Buy	IBM.US	USD	160.00	0.000	1	0	1	Queu	I		

Showing 1 to 5 of 5 entries

Previous 1 Next [GO]

Columns Definition

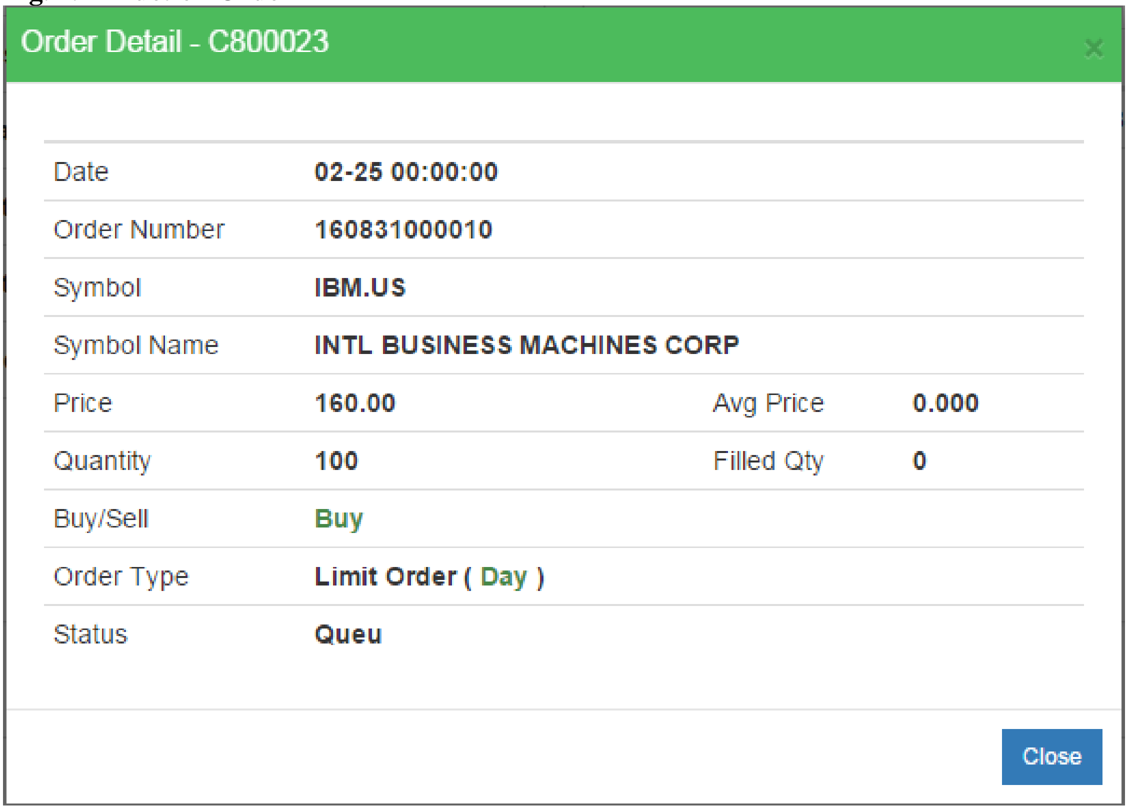
<u>Date (Date Time of HK)</u>

The time order placed.

<u>Order Number</u>

This is a reference no. generated by the system. Quote and refer to this number for any queries. Click on the order number to show order details as below:

Fig. 2.14 Auction Order



Buy/Sell
Buy or Sell Order

Symbol
The stock symbol of the order

Price
The order price

Avg Price
The order's average filled price

Quantity
Order quantity

Filled Quantity
If this is a partial complete order, this column will show the quantity filled.

Queue Quantity
Queuing quantity on the exchange.

Status
Orders will have one of the following statuses. For orders with a Pending status for a long time or Inactivate status, cancel the order and call the customer hotline if there is any query

Status	Full Name	Description
Comp	Complete	Order wholly Completed
Pend	Pending	Order stored in the system and not yet sent to the Exchange
Part	Partial	Order Partially Completed
Queu	Queue	Order queuing in the Exchange
Inac	Inactive	Order pending in the system and requires approval
Canc	Cancel	Order Cancelled
Reje	Reject	Order Rejected
Conf	Confirmed	Order completed and confirmed

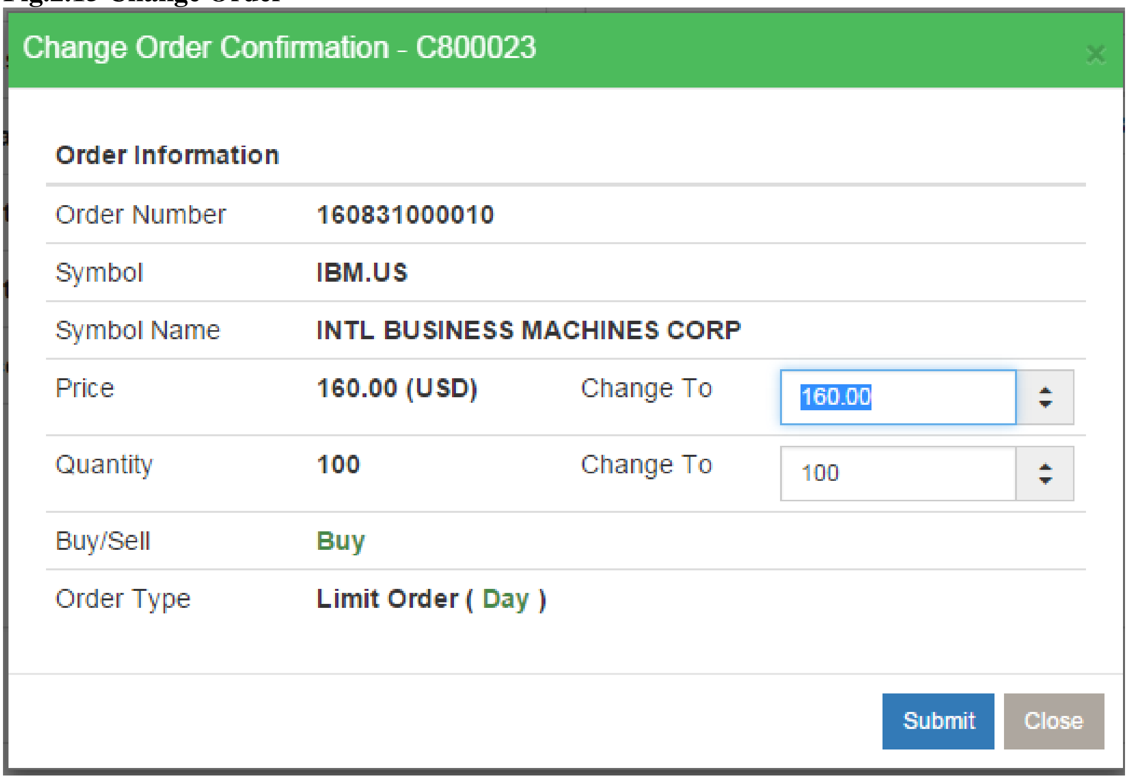
Options
Information for order type. For limit order, it will be blank in this column.

Remarks
Reason for order rejection will be shown. (all rejected orders will be highlighted in red)

2.4.2.1 Change Order

1. Select the incomplete order and click < Change > button . The change order box will pop up.(Fig. 2.15).
2. Type in the new quantity and price.
3. Click <Submit> to submit the change

Fig.2.15 Change Order

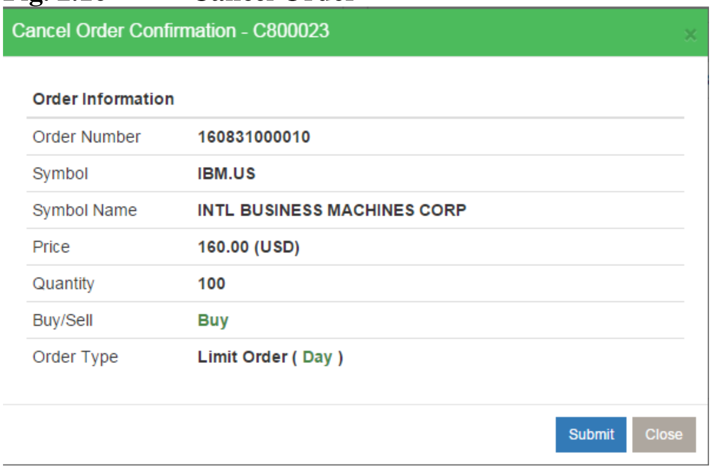


The currency according to order symbol will be shown after “Price” ,“Avg Price”.
Enter the change item, can be either price or quantity and press Submit to confirm the change.
The New Price or Quantity can be left blank if there is no change required.

2.4.2.2 Cancel Order

1. Select the incomplete order and click < Cancel > button , then the cancel box will pop up.(Fig 2.16)
2. Choose < Submit > to proceed.

Fig. 2.16 Cancel Order



Cancel Order Confirmation - C800023

Order Information	
Order Number	160831000010
Symbol	IBM.US
Symbol Name	INTL BUSINESS MACHINES CORP
Price	160.00 (USD)
Quantity	100
Buy/Sell	Buy
Order Type	Limit Order (Day)

Submit Close

2.4.2.3 Order Detail

Click on the Completed order (Fig 2.17) to pop up Order Detail with trade details (Fig 2.18).

Fig 2.17 Order Detail

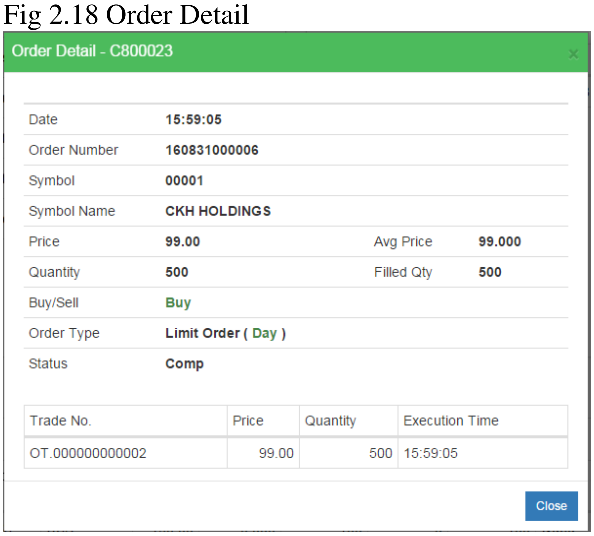
Market Data | Order Book | Trade Summary | Order History | User Setting | Settlement

Status All Order Go Print Refresh

Date(Date Time Of HK)	Order Number	Buy/Sell	Symbol	Price	Avg Price	Quantity	Filled Qty	Status		
03-31 12:36	110331000001	Sell	00001	100.000	0.000	1,000	0	Reje		
03-31 13:03	110331000002	Buy	00001	80.000	0.000	1,000	0	Reje		
03-31 13:04	110331000003	Buy	00001	120.000	0.000	1,000	0	Reje		
03-31 13:06	110331000004	Buy	00001	67.000	65.900	10,000	10,000	Comp		
03-31 13:14	110331000005	Buy	00001	69.000	0.000	10,000	0	Queu	Change	Cancel

Click order number to check order detail

Fig 2.18 Order Detail



Order Detail - C800023

Date	15:59:05		
Order Number	160831000006		
Symbol	00001		
Symbol Name	CKH HOLDINGS		
Price	99.00	Avg Price	99.000
Quantity	500	Filled Qty	500
Buy/Sell	Buy		
Order Type	Limit Order (Day)		
Status	Comp		

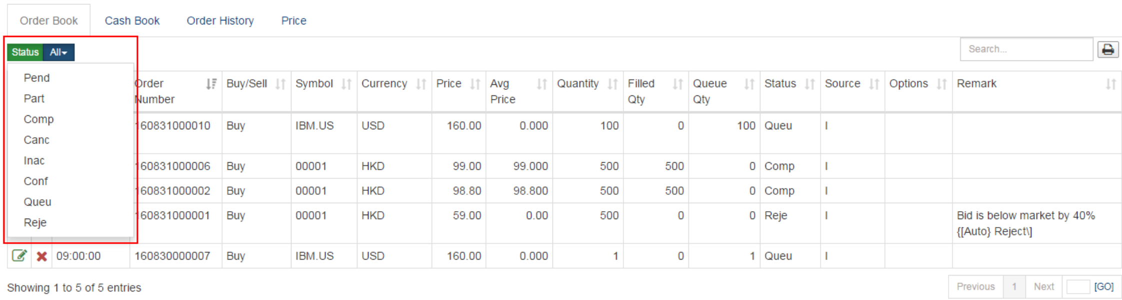
Trade No.	Price	Quantity	Execution Time
OT.000000000002	99.00	500	15:59:05

Close

2.4.2.4 Order book Filter

Select the desired status (All, Canc, Comp, Queu, Part, Reje, Pend, Inac, Conf) using the order status filter and click on the <Go> button to display on the orders with the selected order status.

Fig. 2.19 Order Book Filter



Order Book | Cash Book | Order History | Price

Status All▾ — Pend, Part, Comp, Canc, Inac, Conf, Queu, Reje

Search...

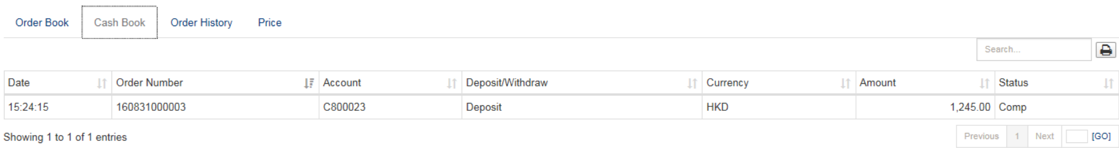
	Order Number	Buy/Sell	Symbol	Currency	Price	Avg Price	Quantity	Filled Qty	Queue Qty	Status	Source	Options	Remark
	60831000010	Buy	IBM.US	USD	160.00	0.000	100	0	100	Queu	I		
	60831000006	Buy	00001	HKD	99.00	99.000	500	500	0	Comp	I		
	60831000002	Buy	00001	HKD	98.80	98.800	500	500	0	Comp	I		
	60831000001	Buy	00001	HKD	59.00	0.00	500	0	0	Reje	I		Bid is below market by 40% {[Auto} Reject\]
09:00:00	160830000007	Buy	IBM.US	USD	160.00	0.000	1	0	1	Queu	I		

Showing 1 to 5 of 5 entries — Previous 1 Next [GO]

2.4.3 Cash Book

It will display cash flow in the account.

Fig. 2.20 Cash Book



Order Book | Cash Book | Order History | Price

Search...

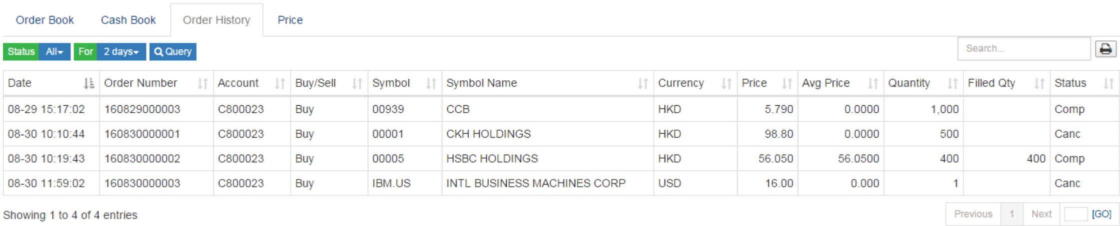
Date	Order Number	Account	Deposit/Withdraw	Currency	Amount	Status
15:24:15	160831000003	C800023	Deposit	HKD	1,245.00	Comp

Showing 1 to 1 of 1 entries — Previous 1 Next [GO]

2.4.4 Order History

Display the order history in 2 days/ 7 days / 14 days, pressing [Print] to print out order history for keeping records. （Fig. 2.21）User can also select to show orders of a preset status.

Fig. 2.21 Order History



Order Book | Cash Book | Order History | Price

Status All▾ | For 2 days▾ | Query

Search...

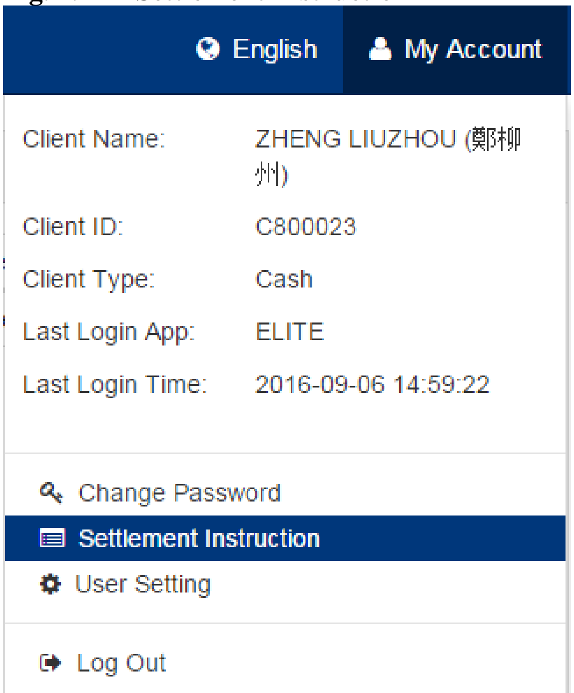
Date	Order Number	Account	Buy/Sell	Symbol	Symbol Name	Currency	Price	Avg Price	Quantity	Filled Qty	Status
08-29 15:17:02	160829000003	C800023	Buy	00939	CCB	HKD	5.790	0.0000	1,000		Comp
08-30 10:10:44	160830000001	C800023	Buy	00001	CKH HOLDINGS	HKD	98.80	0.0000	500		Canc
08-30 10:19:43	160830000002	C800023	Buy	00005	HSBC HOLDINGS	HKD	56.050	56.0500	400	400	Comp
08-30 11:59:02	160830000003	C800023	Buy	IBM.US	INTL BUSINESS MACHINES CORP	USD	16.00	0.000	1		Canc

Showing 1 to 4 of 4 entries — Previous 1 Next [GO]

2.5Settlement Instruction

Settlement instruction for cash and securities submitted by client and then send to AE.

Fig. 2.22 Settlement Instruction



Firstly, choose the settlement instruction types: Cash Deposit, Cash Withdrawal, Stock Deposit, Stock Withdrawal

And then select your method, and fill in the related information

Click “Submit” to send out the instruction.

Fig. 2.23 Cash Deposit

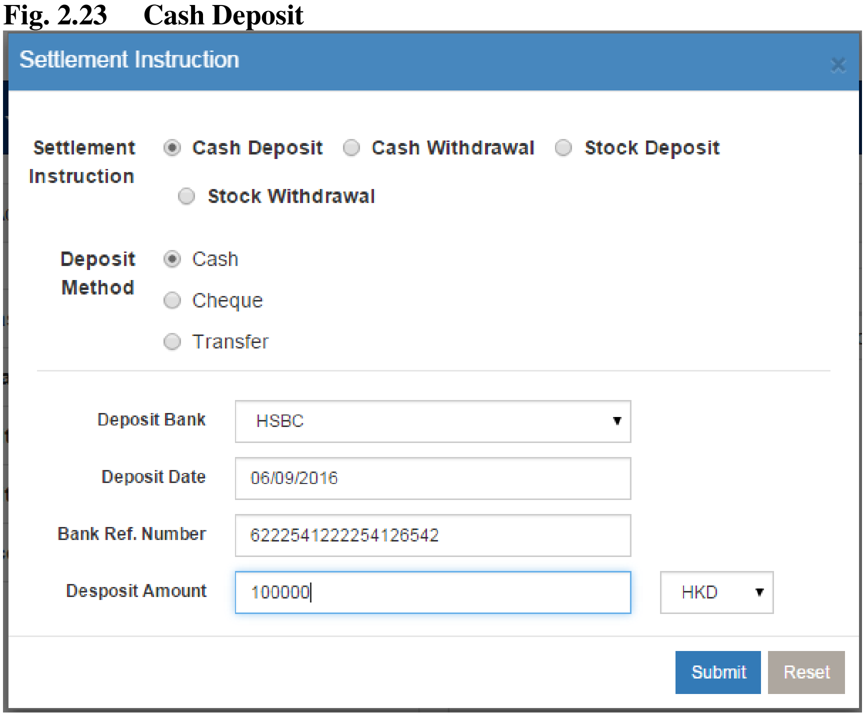


Fig. 2.24 Cash Withdrawal

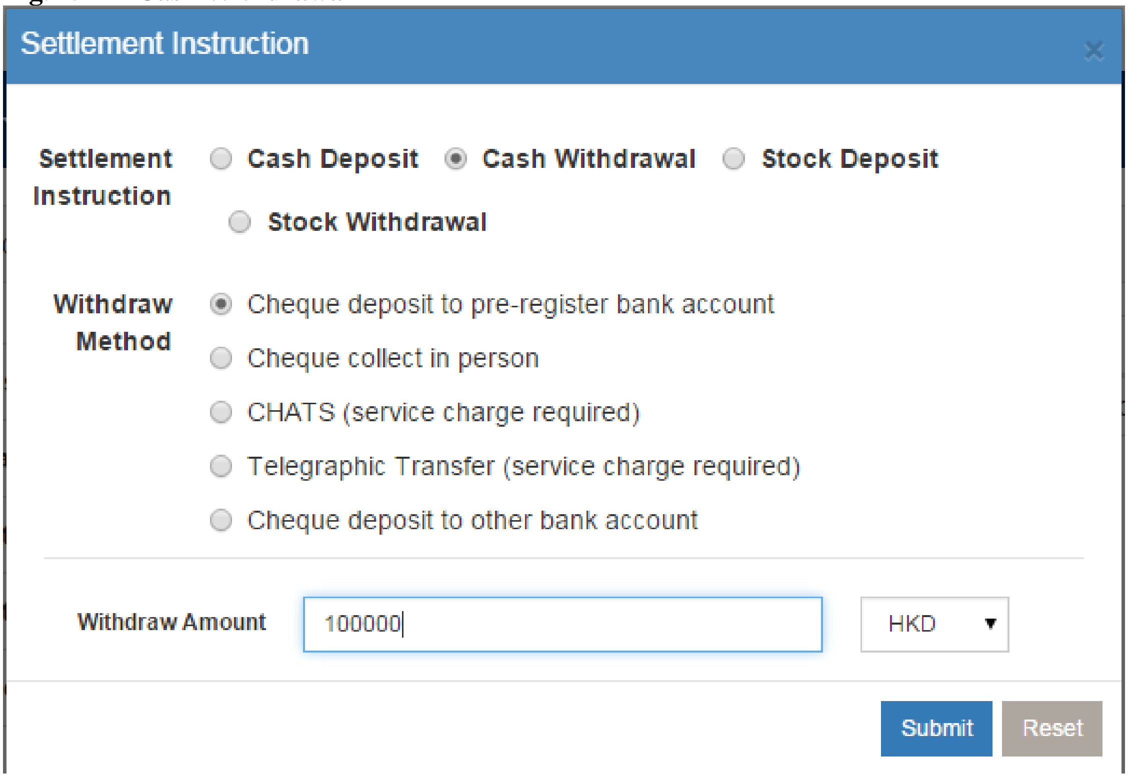


Fig. 2.25 Stock Deposit

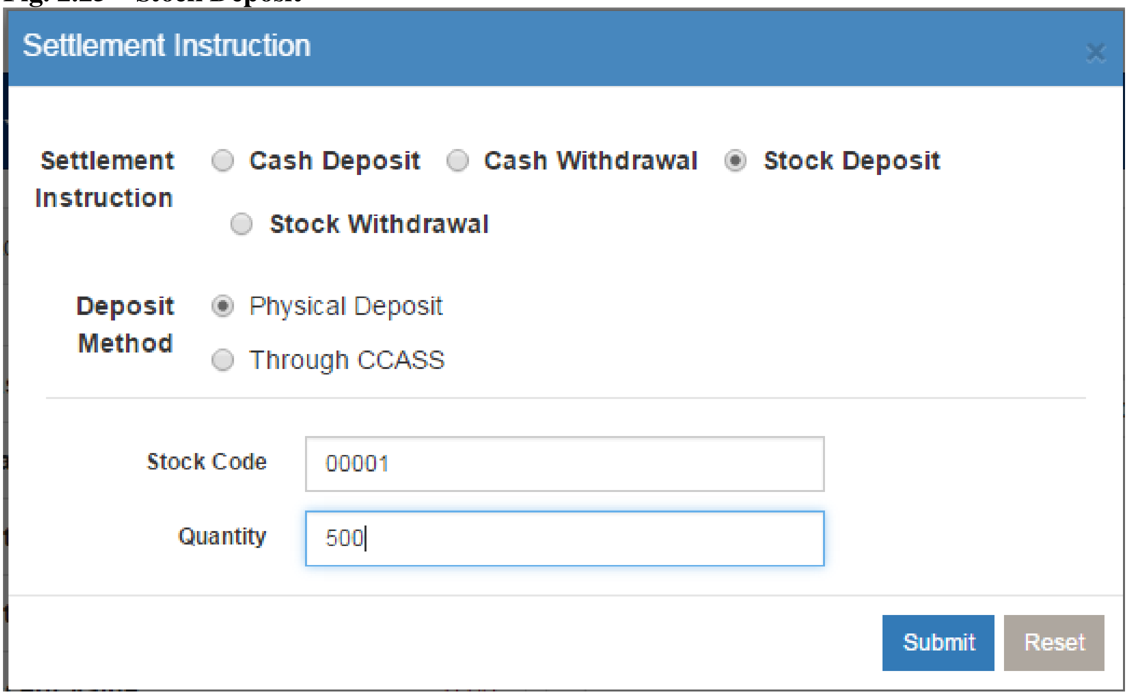
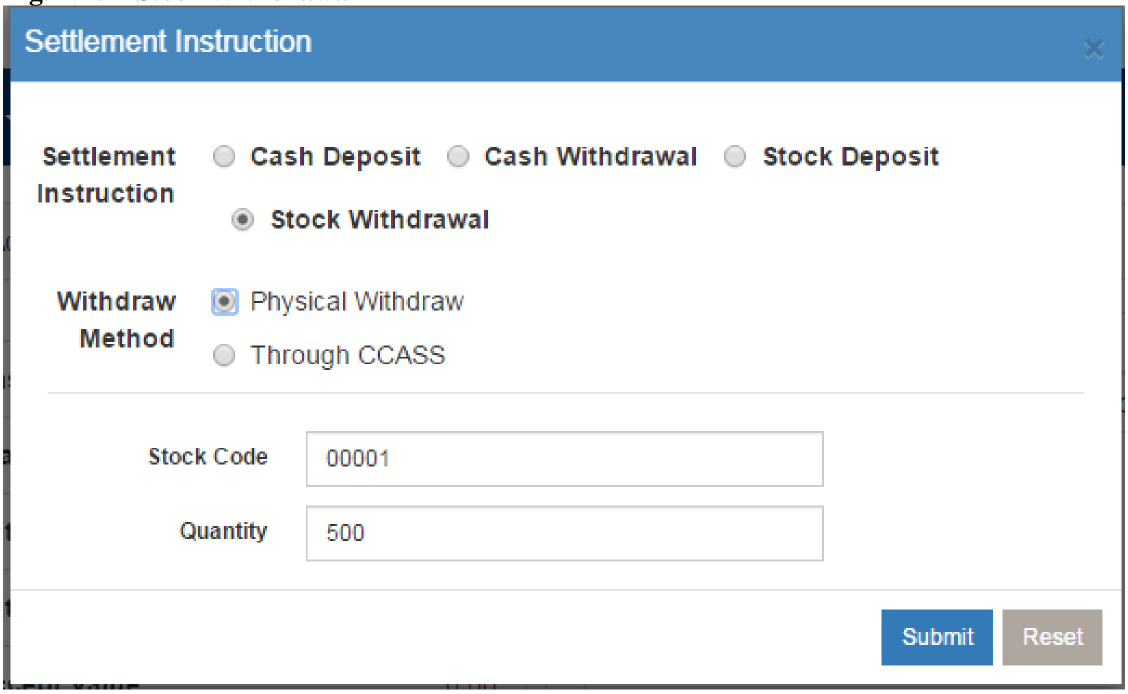


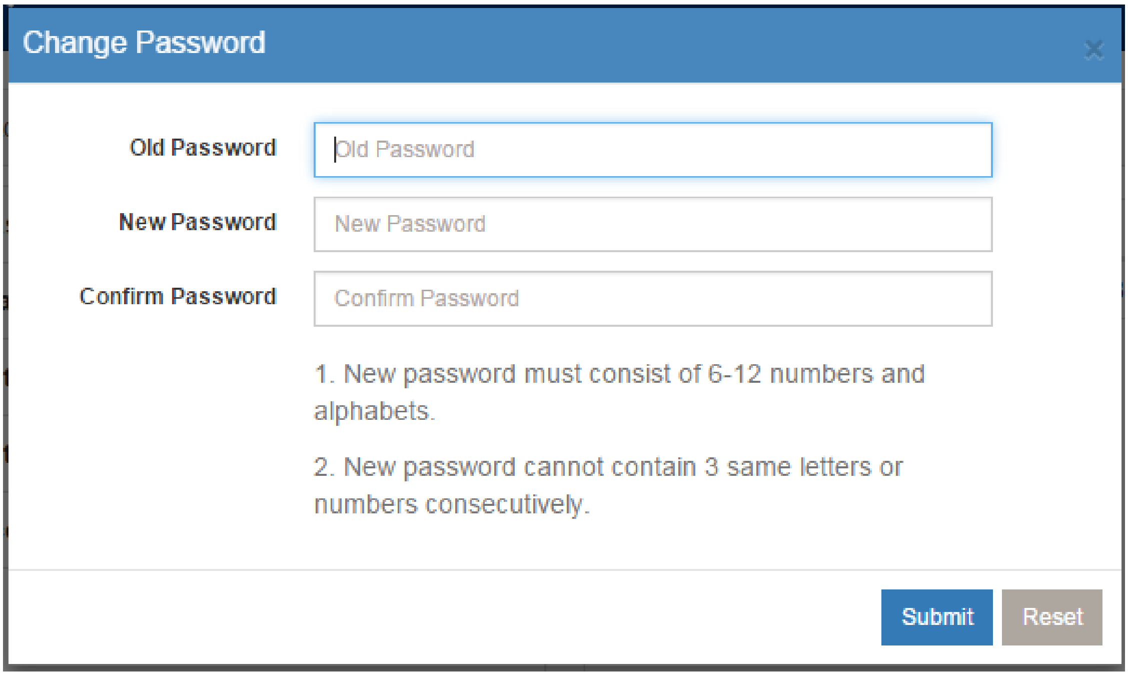
Fig. 2.26 Stock Withdrawal



2.6Change Account Info

Allow the user to change the login/trading password (Fig.2. 27)

Fig. 2.27 Change A/C Info



The password policy accroding to OMS setting, more details please contact your account manager.

2.7 User Setting

Display Language and Risk Disclaimer can be set according to user preference.

2.7.1 Language

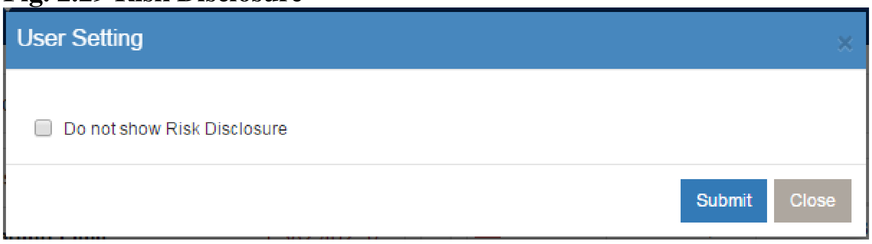
User can change the language anytime（Fig. 2.28）

Fig. 2.28 language

2.7.2 Risk Disclosure

User can also click on <User Setting> to select whether to go through Risk Disclosure Page every time during login process.

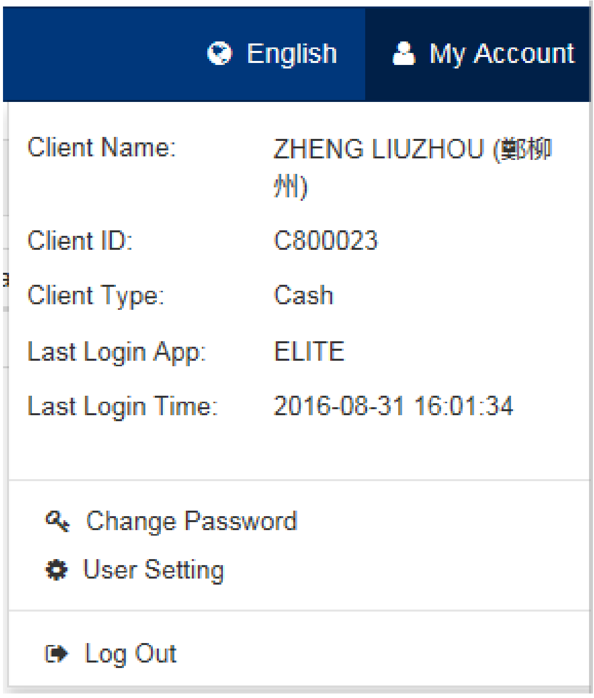
Fig. 2.29 Risk Disclosure



2.8User Information

The account information will be displayed.（Fig. 2.30）

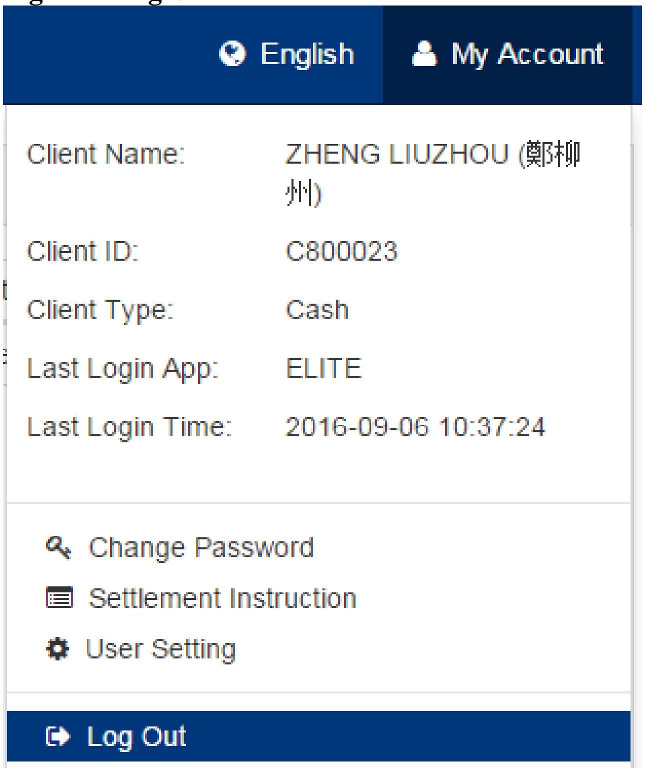
Fig. 2.30 User Information



2.9 Log Out

You can log out system by clicking “Log Out” from “My Account”.（Fig. 2.31）

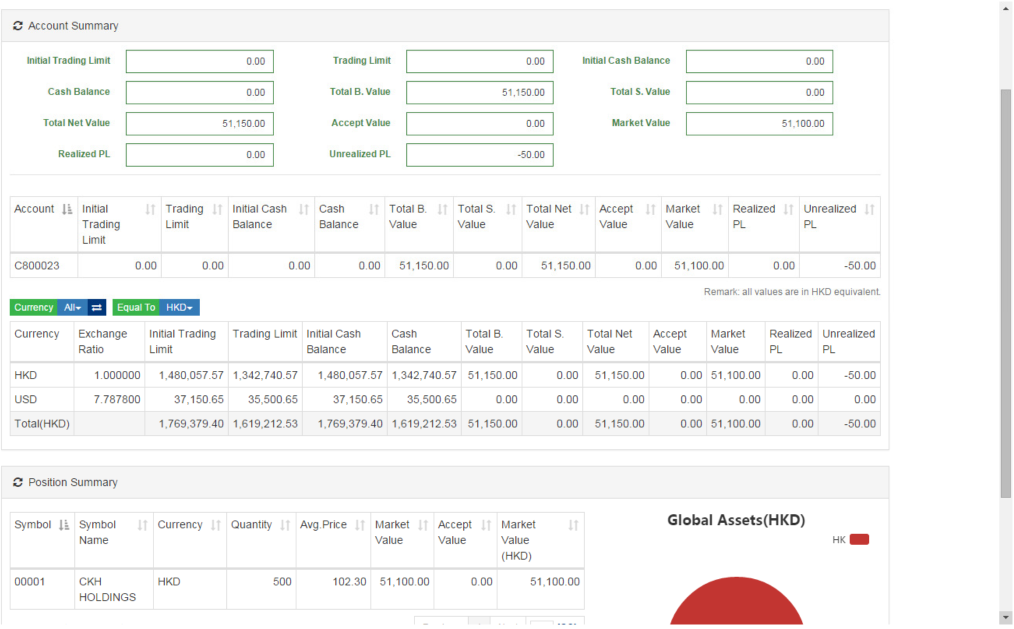
Fig. 2.31 Log Out



3. User Interface “Asset”

There are two sections included in page “Asset”: Account Summary and Position Summary.
Account Summary: account fund situation and profit.
Position Summary: Account position summary and distribution of assets

Fig. 2.32 Asset



Account	Initial Trading Limit	Trading Limit	Initial Cash Balance	Cash Balance	Total B. Value	Total S. Value	Total Net Value	Accept Value	Market Value	Realized PL	Unrealized PL
C800023	0.00	0.00	0.00	0.00	51,150.00	0.00	51,150.00	0.00	51,100.00	0.00	-50.00

Currency	Exchange Ratio	Initial Trading Limit	Trading Limit	Initial Cash Balance	Cash Balance	Total B. Value	Total S. Value	Total Net Value	Accept Value	Market Value	Realized PL	Unrealized PL
HKD	1.000000	1,480,057.57	1,342,740.57	1,480,057.57	1,342,740.57	51,150.00	0.00	51,150.00	0.00	51,100.00	0.00	-50.00
USD	7.787800	37,150.65	35,500.65	37,150.65	35,500.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total(HKD)		1,769,379.40	1,619,212.53	1,769,379.40	1,619,212.53	51,150.00	0.00	51,150.00	0.00	51,100.00	0.00	-50.00

Symbol	Symbol Name	Currency	Quantity	Avg.Price	Market Value	Accept Value	Market Value (HKD)
00001	CKH HOLDINGS	HKD	500	102.30	51,100.00	0.00	51,100.00

4. Useful Tips

i. Remember to **change your login password regularly** in order to protect yourself against others to login your account.

ii. **Always logout your trading screen** when you leave by using the logout button.

5. Level of Security

In order to protect the Internet Client, we have adopted different industrial standard and security requirements including data encryption, client password authentication and protection, server certificate, firewall protection.