

# KTrade – Step by Step Guide

Terminal Quick Start Guide
A simple step by step user guide



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#### About this Document:

This document shows simple Quick start of our new Eclipse Online Trading Terminal.

#### Audience:

Intended audience of this document is user of online Trading terminal. It is intended for all users of Online.

# Screen Name: Login Window

This screen is about to Login to your trading terminal. Before Login to the window it is require installing the application on your machine. Once the application configure properly on the screen, login will allow user to enter into the application.

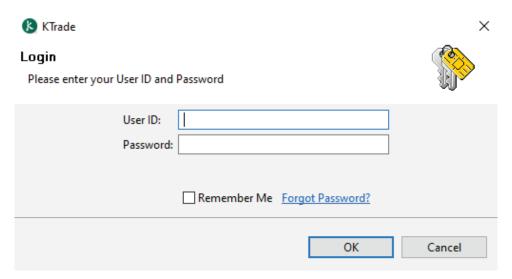


Figure 1: Login Window

#### **Screen Explanation**

**User** Enter User ID here

**Password** Enter Password as provided. (Password is case sensitive)

**Save Password** Save will keep the password save in memory? (Not Recommended)

Ok will verify if Password correct than log on to main view

Cancel will abort

#### Screen Name: Main View

This is main view screen. When user Log in default view will be displayed as given below.

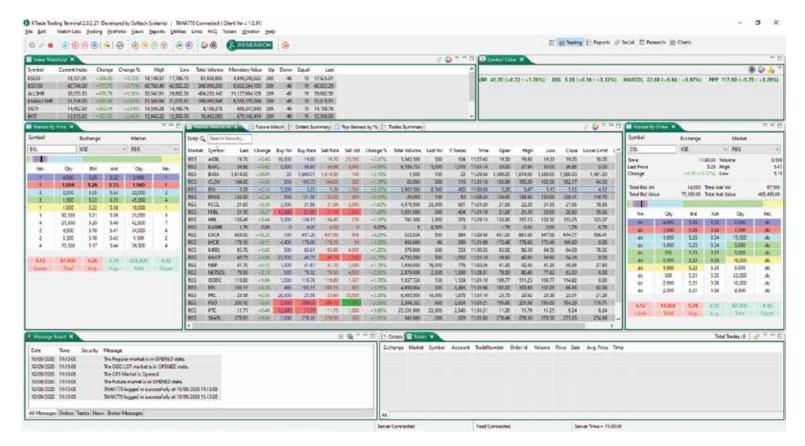


Figure 2: Main View

#### Screen Name: Default Watch List

This is a default market watched available for the users. User has provided with the facility to manipulate the watch as per their desire. There is different option like to add or Remove any symbol, Sorting of Symbols, Arranging of Column fields etc. are provided to the user. Below Figure will provide the users how to set the settings.

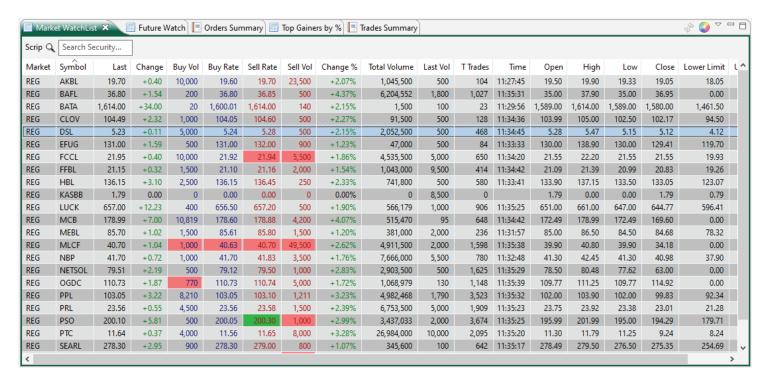
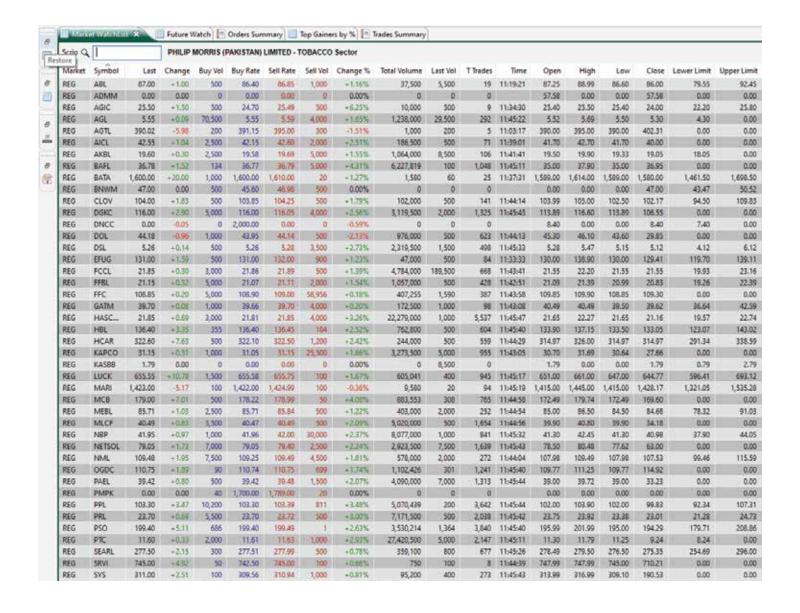


Figure 3: Default Watch List

#### **Maximize and Minimize Watch List**

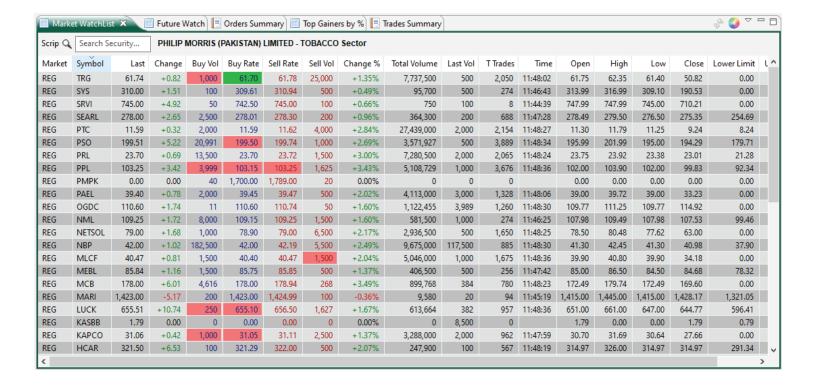
To maximize the watch list, double click the Market watch TAB the watch will turned into maximize image. To restore back to default again double click will return to default setting. Or click restores option on left corner as mentioned.





# **Sorting of Column Field:**

As mentioned below screen user can sort any column field either Ascending or Descending Order. By moving the mouse up on the column field are and click to sort.





# Remove Symbol

User can remove any symbols in default watch during initialization of screen. For Deletion of any symbol simply select the symbol by right click, and press delete to remove the symbol from market watch

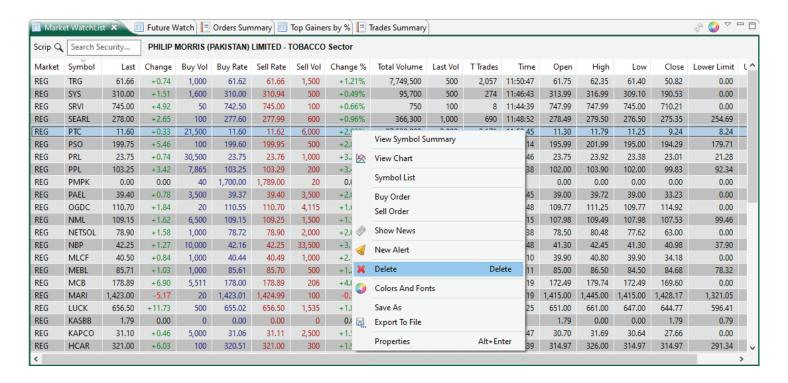


Figure 4: Remove Symbol

# **Add Symbol:**

For adding of new symbol in the watch simply drag and drop operation will perform the task as shown in the given figure.

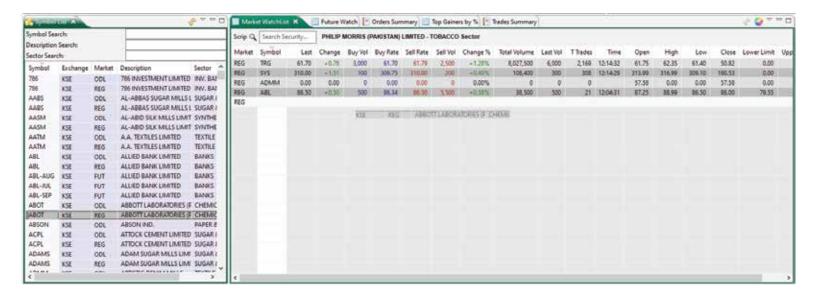


Figure 5: Add Symbol

### **User Define Watch List**

Terminal user has provided with the option to create "User Define Watch List" and default watch list. Simple step will guide to create User Define Watch List.

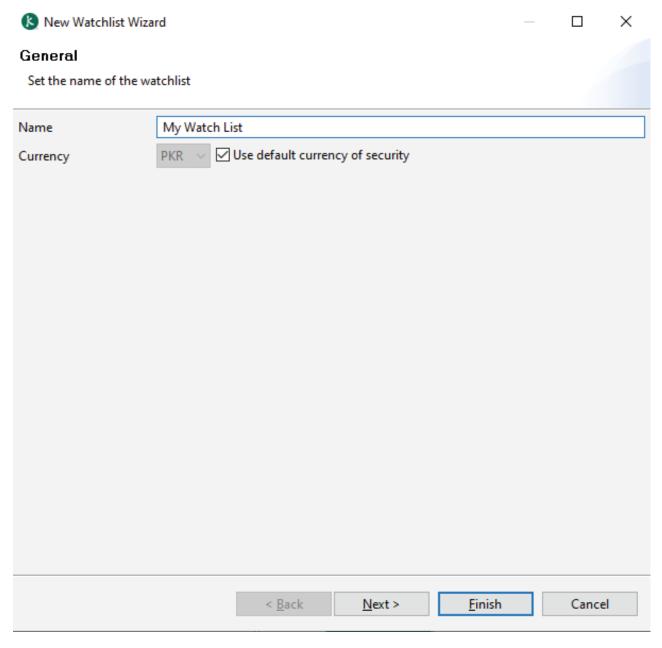
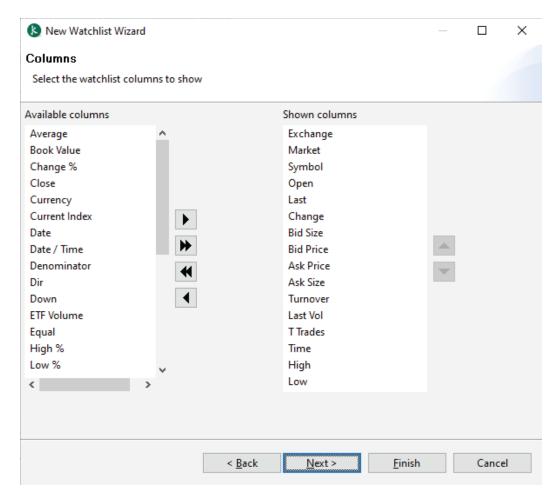


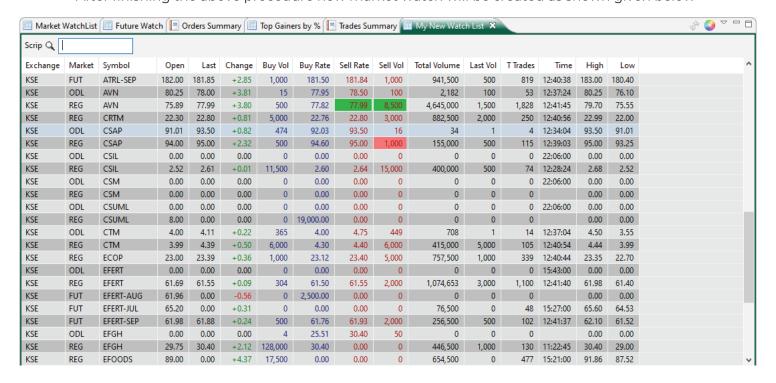
Figure 6: New Watch List Wizard

Enter the Name and Press next

Add and remove columns using,  $\blacksquare$  , and arrange columns fields by using  $\triangleq$   $\blacksquare$  these arrows keys. Than press Finish to create



After finishing the above procedure new market watch will be created as shown given below



# Screen Name: Message Board

Events perspective is used to show task performs by the user. Either Buy or sell, Cancel Order, Modify order etc. User can select from Utilities-Message Board or can use short Key Ctrl + M as shown in the screen shot;

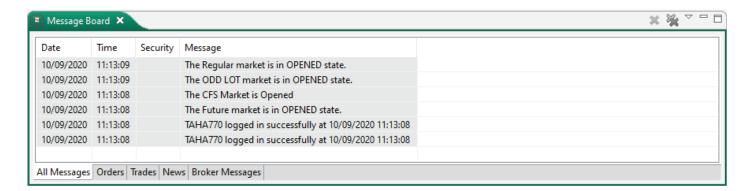


Figure 7: Message Board

User can remove Message Board by using X sign available on the Event Tab.

#### **Screen Name: Orders**

Order Perspective will used to show list of orders placed by the users. It can be available on main screen using Trading--Order or User simply Press CTRL + O, screen will be available.



Figure 8: Orders

#### **Screen Name: Trades**

Trade perspective will show all the trades executed for the client. This can be done by using Trading--Trades or using CTRL + R as shown in the figure.

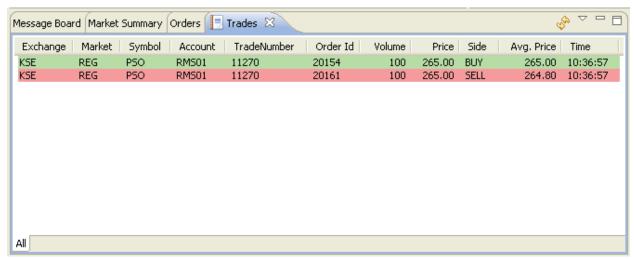
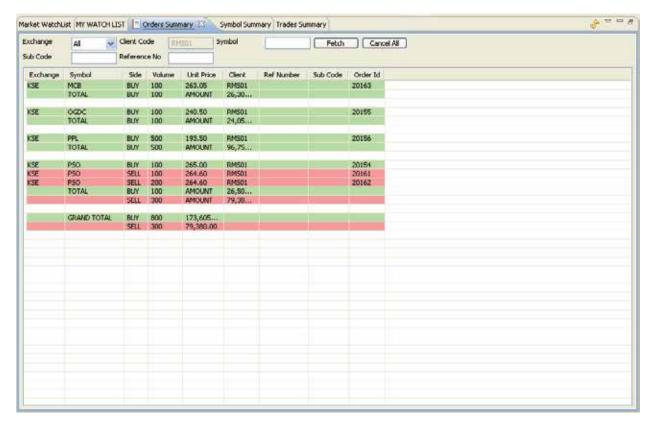


Figure 9: Trades

# **Order Summary:**

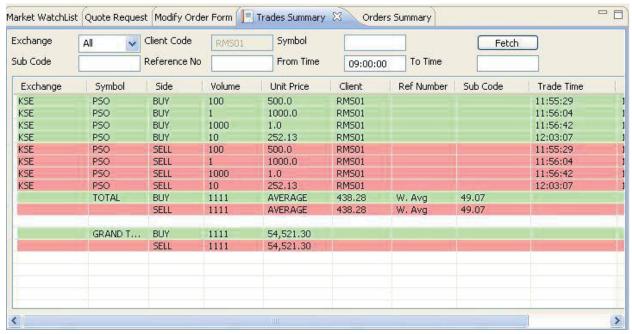
This perspective will show total orders summary carried out by the user in the current date. User can select this Trading---Order Summary or CTRL + SHIFT+ O



**Figure 10: Order Summary** 

# **Trade Summary:**

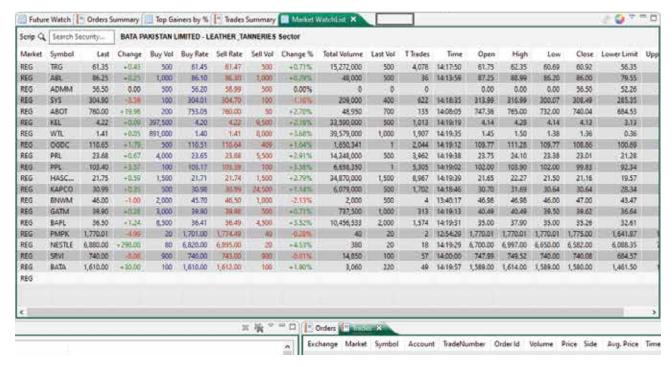
This perspective will show total Trades summary executed for the user in the current date. User can select this Trading---Order Summary or CTRL + SHIFT+ R



**Figure 11: Trade Summary** 

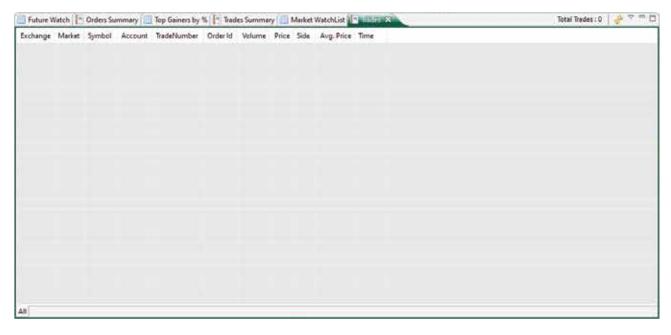
# **Screen Name: Arranging Perspective**

Users can re-arrange the perspective as per their requirement. Drag and drop option will allow the user to placethe perspective as given below.



**Figure 12: Arranging Perspective** 

Once user drag the trade tab and place on the top along with market watch, you can observed the change in the below given screen shot.



Similarly other option will also be arrange like wise.

# **Screen Name: Buy Order**

This Screen is used to place Buy order. This can be directly access from Trading--Buy Order menu or using F4 short cut key. User can select the symbol first that is available in the market watch and press F4 will display the buy order screen.



Figure 13: Buy Order

| Field  | Function  |  |  |
|--|---|--|--|
| Volume   | Enter Volume size for order to be placed, Field is mandatory  |  |  |
| Symbol   | Once user select any symbol that is available on market watch and press F4 will automatically display symbol in the field. User can manually change the symbol as well  |  |  |
| Price  | Price field will display current market price but can be changed as per<br>buyer/seller requirement   |  |  |
| Client code  | Client code auto fetched  |  |  |
| Order Type   | Different types of Order are available. User can select as per requirement.   |  |  |
| Exchange   | Exchange also selectable. If buyer or seller want to perform trade with some other exchange than different exchange can be selected   |  |  |
| Market   | Different market types are available for user requirement   |  |  |
| Buy When pressed ask user PIN Code for confirmation, enter the pin of than order will be placed. Once order placed, it's validity or invalidity days any reason will be shown in Events prespective. |   |  |  |
|  | Send Order Confirmation   |  |  |
|  | Action Symbol Volume Price Estimated Value Buy PPL 5,000 103.20 516,000.00  Pin Code Enter Pin Code  ••••  Remember Me  |  |  |
|  | Do you want to send this Order? Send Cancel   |  |  |
| Follow Security<br>Selection   | If mark checked than as user change the symbol detail like (BID, ASK, LAST, CHANGE) price will also display for selected symbol. If mark un-checked than symbol can be changed but it price will not display in buy window. |  |  |

#### Screen Name: Sell Order

This Screen is used to place Sell order. This can be directly access from Trading--Sell Order menu or using F5 short cut key. User can select the symbol first that is available in the market watch and press F5 will display the sell order screen.



Figure 14: Sell Order

| Field                        | Function  |  |  |
|------------------------------|---|--|--|
| Volume                       | Enter Volume size for order to be placed, Field is mandatory  |  |  |
| Symbol                       | Once user select any symbol that is available on market watch and press F5, same symbol will automatically display symbol in the field. User can manually change the symbol as well   |  |  |
| Price                        | Price field will display current market price but can be changed as per buyer/seller requirement  |  |  |
| Client code                  | Client code auto fetched  |  |  |
| Order Type                   | Different types of Order are available. User can select as per requirement.   |  |  |
| Exchange                     | Exchange also selectable. If buyer or seller want to perform trade with some other exchange than different exchange can be selected   |  |  |
| Market                       | Different market types are available for user requirement   |  |  |
| Sell                         | Sell when pressed ask user PIN Code for confirmation, enter the pin code than order will be placed. Once order placed, it's validity or invalidity due to any reason will be shown in Events prespective.                   |  |  |
|                              | Send Order Confirmation X   |  |  |
|                              | Action Symbol Volume Price Estimated Value Sell PPL 5,000 102.70 513,500.00  Pin Code Enter Pin Code Remember Me  |  |  |
|                              | Do you want to send this Order? Send Cancel   |  |  |
| Follow Security<br>Selection | If mark checked than as user change the symbol detail like (BID, ASK, LAST, CHANGE) price will also display for selected symbol. If mark un-checked than symbol can be changed but it price will not display in buy window. |  |  |

# Screen Name: Short Sell Order

Eclipse trading terminal has provided with the option of Short Sell Order form to place a short sell order.F8 Short Key used to display Short Shell form or user can access through Trading Menu>>Short Sell or simply used f8.



Figure 15: Short Sell Order



This is new functionality provided to the user. If this option marked than as user change the security, credential of the selected security will also be changed in short Sell Form.

#### **Screen Name: Cancel Order**

This Screen is used for Cancel order. This can be directly access from Trading--Cancel Order menu or using F11 short cut key. Once user wish to cancel any order and press F11, automatically Last placed order will be fetched and if user required to cancel any particular order from bunch of orders placed than select required order from Orders list and then cancel the order.



Figure 16: Cancel Order

| Field                        | Function   |  |  |
|------------------------------|--|--|--|
| Volume                       | Auto filled once selected order require to be cancelled  |  |  |
| Symbol                       | Auto filled once selected order require to be cancelled  |  |  |
| Price                        | Auto filled once selected order require to be cancelled  |  |  |
| Client code                  | Auto filled once selected order require to be cancelled  |  |  |
| Order Type                   | Different types of Order are available. User can select as per requirement.  |  |  |
| Cancel                       | CANCEL When pressed ask user PIN Code for confirmation, enter the pin code than cancellation request will be placed and confirmation message will be displayed in EVENT prespective. |  |  |
|                              | Send Order Confirmation  |  |  |
|                              | Action Symbol Volume Price Estimated Value Buy PPL 5,000 103.20 516,000.00  Pin Code Enter Pin Code Remember Me  |  |  |
|                              | Do you want to send this Order? Send Cancel  |  |  |
| Follow Security<br>Selection | This option is not active for Cancellation screen  |  |  |

# **Screen Name: Modify Order**

This Screen is used for Modify order. This can be directly called from Trading--Modify Order menu or using F9 short cut key. Once user wishes to modify any order and press F9, automatically Last placed order will be fetched. If user required modifying any particular order from bunch of orders placed than select required order from Orders list and then modify the order. In order modification only Volume and price can be changed other instruction will remain as it is. Once trade executed it cannot be cancelled and modified.



Figure 17: Modify Order

# **Screen Name: Open Perspective**

This option is used to add other terminal perspective which user requires displaying on main window for quick execution. Other perspective consists of Banking, charts, Reports, Research (default), social and market watch. User can remove any of the perspective from main screen by using right click to the perspective and close the perspective.

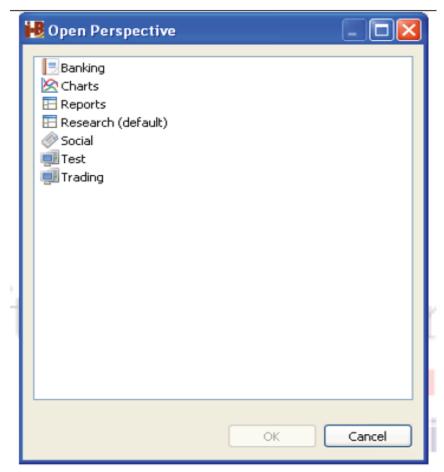


Figure 18: Open Perspective



#### Screen Name: Reset Default

This Option is used if user requires bringing the changes of the main screen back to the default setting. This will be done if any changes made by the user on the screen and later on user wish to go back to default setting than reset-perspective will serve the purpose, By default screen display is;

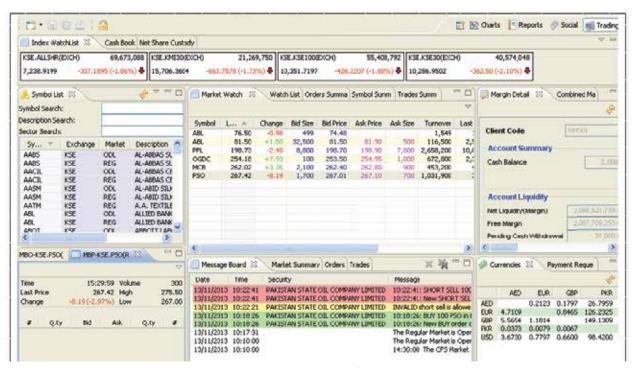


Figure 19: Reset Default

# **Screen Name: Preferences**

This option is available to manipulate different kinds of setting as per the requirement of the user.

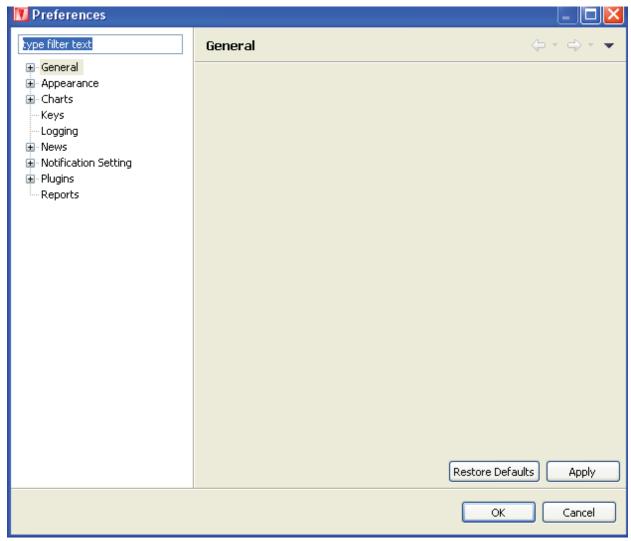


Figure 20: Preferences

| Field                 | Function   |  |
|-----------------------|--|--|
| <u>General</u>        |  |  |
| .Currencies           | To add or Remove currencies  |  |
| .Network              | Used for Proxy Setting   |  |
| .Perspective          | Any changes require to perform in the perspectives   |  |
| .Startup and Shutdown | Used for setting at startup and shutdown like setting of Time Zone, Security Setting etc.  |  |
| <u>Appearance</u>     |  |  |
| .Colors and Font      | To change colors and Font on the perspective like market watch, Events, Orders etc   |  |
| <u>Charts</u>         |  |  |
|                       |  |  |
| .Default Values       | To restore default values or view chart positions for<br>One year, 2 year etc. Max years to be displayed for<br>five years data. |  |
| .Logging              | Used for backend purpose   |  |
| News                  |  |  |
| . RSS News            | It is used to published frequent Updates and news on startup.  |  |
| Notification Setting  |  |  |
| .Announcement setting | Notification and Alert setting can be handled if any announcement can be received from Exchange                                  |  |
| Locked symbol         |  |  |
| Orders and Trades     | Notifications and Alerts option can be handled   |  |
| Plugins               |  |  |
| .Softech Server       | Specify every time User name and Password saved when terminal started.   |  |
| Reports               | This Option will allow user to select the size of the reports. Three Options are available 1. Small                              |  |

2.Normal 3. Large



#### **Screen Name: Charts**

Chart option is available to analyses the price movements of a financial instrument over a period of time available in the exchange. User can view up to 5 years price fluctuation of any symbols. Different types of Charts Palette are available for user ease. To view pictorial representation of any symbol, Enter symbol in search option, select symbol and right click to select open chart option to view.



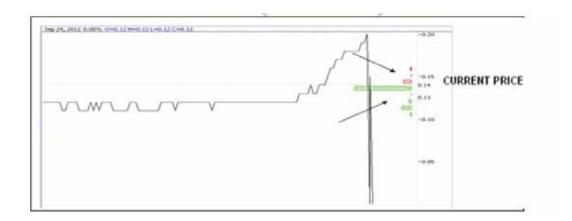
Figure 21: Charts

# **Show Current Price:**

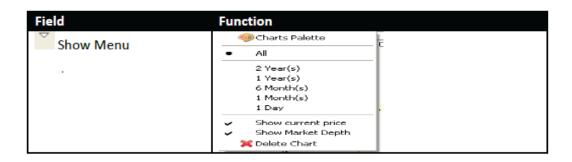
This will show the current price on the chart as received from the market on real time basis.

# **Show Market Depth:**

This will show the market depth of Buyer and Seller as per quantity. Green Bar will show the Buyers depth and Red bar followed seller depth.

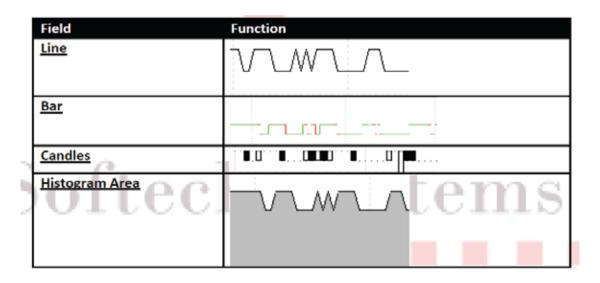


For enabling or disabling Current Price and Market Depth Options, user can select to view price fluctuation for the period 1year, 2 year and up to 5 years.



# **Chart Line Modification:**

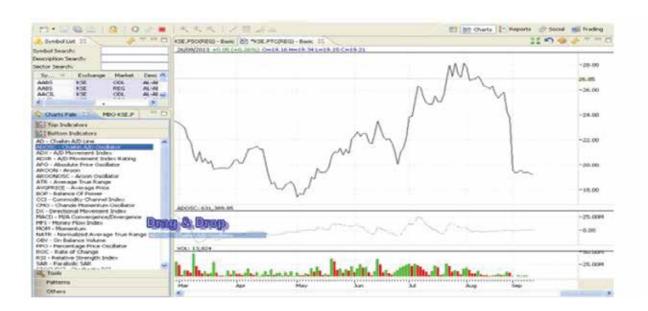
User can perform changes in the style of the lines. Right Click on the chart line and select Properties. Four Types of styles are available



# **Drag and Drop – Indicators / Patterns:**

User can view any indicator on main chart view area by simply using drag and drop option. Select indicator which require appearing on the main view, dragging it and dropping on main chart view.

User can view any pattern on main chart view area by simply using drag and drop option. Select pattern which require appearing on the main view, dragging it and dropping on main chart view.



# **Screen Name: Short Keys and Functions**

List below the different kinds of Short keys available for the users and their functions.

| Keys             | Function                                     |  |
|------------------|--|--|
| F4 .             | Buy Order                                    |  |
| F5               | Sell Order                                   |  |
| F9               | Modify Order                                 |  |
| F11              | Cancel Order                                 |  |
| Ctrl + O         | Orders Perspective                           |  |
| Ctrl + Shift + O | Orders Summary                               |  |
| Ctrl + R         | Trades                                       |  |
| Ctrl + Shft + R  | Trade Summary                                |  |
| Ctrl +M          | Message Board                                |  |
| Ctrl + T         | Web Browser                                  |  |
| Ctrl + Shift + P | Change Password                              |  |
| S.               | Refresh Button                               |  |
| abla             | View Menu                                    |  |
|                  | Minimize                                     |  |
|                  | Ma <mark>ximi</mark> ze                      |  |
| X                | Close any Tab                                |  |
| ×                | Remove selected event from Event perspective |  |
|                  | Remove all Events                            |  |
|                  | Charts Palette                               |  |
| Fetch            | Too fetch all records                        |  |
| Ctrl + W         | Close Window                                 |  |
| Ctrl +Shift + W  | Close All                                    |  |
| Ctrl + Q         | Exit   |  |

Figure 22: Shortcuts Keys

# • Getting Started Login



1-Login Window 2-Invalid User Id /

#### •1.2-Application Startup

- •1.2.1-Perspective Selection
- •1.3-File Menu
- •1.3.1-New Wizard > New Watch List
- •1.3.2-Export
- •1.4-Watch Lists Menu
- •1.4.1-New Watch List
- •1.4.2-Index Watch List
- •1.4.3-Market Watch List
- •1.4.4-PMEX
- •1.5-Views Menu
- •1.5.1-Spot Symbol View
- •1.5.2-Locked Symbols
- •1.5.3-Announcements
- •1.6-Utilities Menu
- •1.6.1-Quote Request
- •1.6.2-Securities
- •1.6.3-Market Summary
- •1.6.4-Events
- •1.6.5-Currencies
- •1.6.6-Web Browser
- •1.6.7-News
- •1.7-Window Menu
- •1.7.1-Open New WIndow
- •1.7.2-Open Perspective
- •1.7.3-Customize Perspective
- •1.7.4-Save Perspective As
- •1.7.5-Reset Perspective
- •1.7.6-Preferences
- •1.8-Help Menu
- •1.8.1-Install New Software
- •1.8.2-Check for Updates
- •1.9-Charts Perspective
- •1.9.1-Top Indicators
- •1.9.2-Botton Indicators
- •1.9.3-Tools
- •1.9.4-Patterns
- •1.9.5-Others



**Fransaction** 

# •2.1-Trading Menu

- •2.1.1-Orders
- •2.1.2-Orders Summary
- •2.1.3-Trades
- •2.1.4-Trades Summary
- •2.1.5-Buy Order
- •2.1.6-Sell Order
- •2.1.7-Modify Order
- •2.1.8-Cancel Order
- •2.1.9-Fund Movement
- •2.1.10-Combined Margin View
- •2.1.11-Margin Detail View
- •2.1.12-Client Margin View



#### •3.1-Reports Menu

- •3.1.1-Integrated Ledger
- •3.1.2-Customer Payment
- •3.1.3-Net Share Custody
- •3.1.4-Outstanding Orders
- •3.1.5-Periodic Summary
- •3.1.6-Periodic Detail

### **TERMINAL OVERVIEW:**

MENU BAR: Contains Basic Function such as File, Edit, and Watch list, Views, Report, Utilities, Windows and Help etc.

#### Windows:

MARKET WATCH LIST: Allows you to assemble a customize list of symbols and view data for each symbol.

<u>SYMBOLS LIST:</u>Allows you to view all available symbols and can drag and drop to the Market Watch List.

<u>INDEX WATCH LIST:</u>Indexed values are displayed with the securities along with the change percentage.

MBO & MBP: Market By Order displays five best Bid and Offer side orders. MBP displays the best five outstanding Bid and offer prices.

MESSAGE BOARD: Display events details as they occur.

MARKET SUMMARY: Displays top gainers, top loser and volume gainers of the market.

MARKET MOVERS: Market movers are stock that leads the market index for the day.

TOP GAINERS & LOSERS: Top Gainers and Losers information can be fetched any time available in Market Summary

**VOLUME LEADER:** Displays number of shares traded during a day.

<u>ORDERS:</u>Order information of your portfolio or group of portfolio.

<u>TRADES:</u>Information of all executed trades is available here.

<u>CLIENT MARGIN:</u>Contains client account margin information.

<u>CURRENCIES</u>: List of all defined currencies detail is displayed here.

<u>PAYMENT REQUEST:</u>Place Cash withdrawal request through this option.

# **Reports:**

<u>CASH BOOK:</u> this Report shows complete balance with respect to client type.

<u>CLIENT ACCOUNT LEDGER:</u>A record of amount held in client account.

**NET SHARE CUSTODY:** Holding information of your portfolio or group of portfolios.

<u>PORTFOLIO SUMMARY:</u>Review balance information across your portfolios.

<u>PORTFOLIO DETAIL:</u> Displays detail portfolio balance information.

<u>Periodic Detail:</u>Contain detail of periodic trade for a client.

<u>PERIODIC SUMMARY:</u>summarized information of a trade.

TICKER: Scrolling news information for symbols you've defined.

<u>NEWS:</u>Browse real time news, headlines and stories.

<u>ANNOUNCEMENT:</u>Sound notification triggered during new announcement.

#### **Charts:**

Dynamic charting application is available with a full range feature.

# **FUNCTIONS KEYS**

Below is the list of icons, definitions and actions available to you within Softech Eclipse Online trading terminal.

| Sp. Carlot | Refresh Button: helps to refresh the data                |    | Login/Logout: Login & Logout option without exit the eclipse view |
|------------|--|----|---|
| ā          | Maximize: Maximize the perspective                       | x  | Close:Close the window  |
| Þ          | Menu Option: View Menu Option                            | •  | Scroll: Horizontal Scroll   |
|            | Minimize:Minimize the perspective                        |    | New: Open new window  |
| 田          | Open Perspective: New Perspective will be open           |    | Symbol List: Displays symbol List                                 |
|            | Change Skin: Different terminal Skins are available      |    | Preferences: Preferences Option                                   |
| 0          | Buy Order: Placement of Buy Order or F4                  | £  | Sell Order: Placement of Sell Order or F5                         |
| 20         | Short Sell: Placement of Short Sell or F8                | E. | Modify Order: To modify any pending Order or F9                   |
| X          | Cancel Order: To Cancel existing<br>Pending Order or F11 |    | Margin Detail View-→ Ctrl + M                                     |
|            | Combined Margin View                                     |    | Client Margin ViewF7  |
|            | Payment Request  |    | Fund MovementCtrl + F   |
| 2          | Cash Withdrawal  |    | Symbol Summary  |
|            | Message Board Ctrl + E                                   | 0  | Market Summary  |