



**BrokerSystems**  
**iTrader Elite User Manual**

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## 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.

### 1.1 User 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

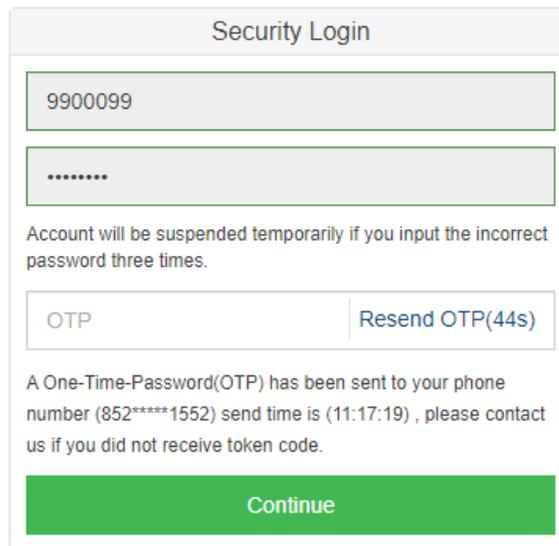
- b. If correct user name and password is typed, click on “Login” to continue.
- c. And then you will receive the OTP (one-time-password) in your SMS inbox, input the verified code and press “Continue” to go on. The verified code will be expired after 6 minutes. If you can’t receive the code, please contact your broker directly. (Fig 1.2)
- d. After the successful login, Announcement page will display and click Close to enter the All-in-one Interface ( Fig.1.3, Fig.1.4 )

**Fig. 1.1 Login Window**

A screenshot of the 'Security Login' window. It contains two input fields for 'username' and 'password', a green 'Login' button, and several paragraphs of text including a warning about account suspension, browser support information, and account security instructions. At the bottom, there are links for 'Disclaimer' and 'Privacy', and a version number '1.4.5'.

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**Fig. 1.2 Login Window (OTP input)**



The image shows a 'Security Login' window. At the top, the title 'Security Login' is centered. Below the title, there are two input fields: the first contains the number '9900099', and the second contains seven asterisks. Below these fields is a warning message: 'Account will be suspended temporarily if you input the incorrect password three times.' Underneath the warning, there is an 'OTP' input field and a 'Resend OTP(44s)' button. A message follows: 'A One-Time-Password(OTP) has been sent to your phone number (852\*\*\*\*\*1552) send time is (11:17:19) , please contact us if you did not receive token code.' At the bottom of the window is a large green 'Continue' button.

**Fig. 1.3 Announcement**

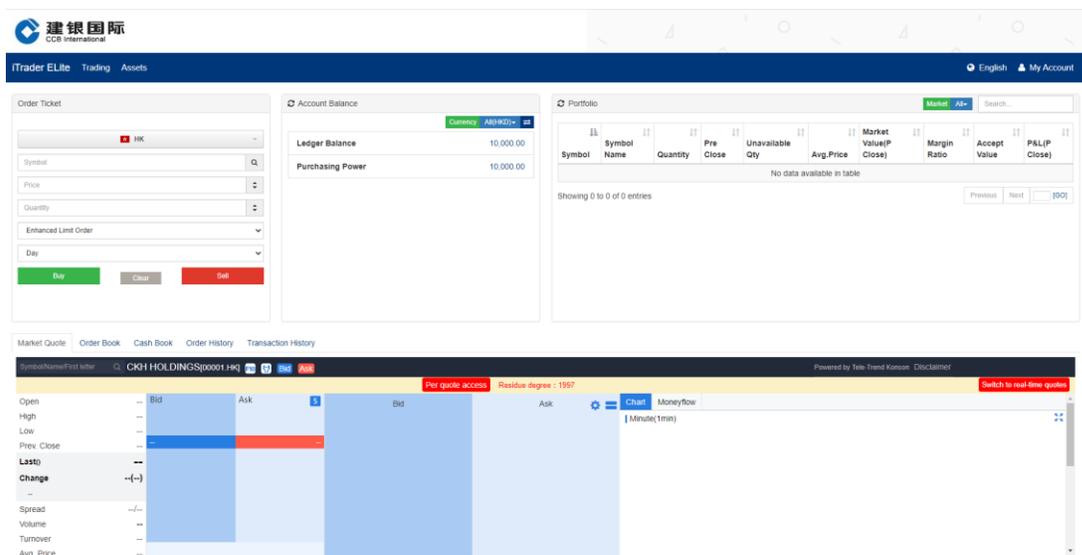


The image shows an 'Announcement' window with a blue header and a close button (X) in the top right corner. The main content area contains the following text: 'Investors should also be mindful of the associated security threats and risks when conducting transactions through online platforms:' followed by a bulleted list of five security tips. At the bottom right of the window is a blue 'Close' button.

Investors should also be mindful of the associated security threats and risks when conducting transactions through online platforms:

- Set a strong password and properly safeguard their login ID and password;
- Closely monitor their online accounts by reviewing trade confirmations;
- Type the website address (URL) or use a bookmark to enter the broker's website;
- Ensure the security of computer/mobile devices used for online trading by installing anti-virus programs and updating them regularly;
- Not use public computers or unknown and unsecure networks to access their online accounts.

**Fig. 1.4 “Trading” Interface**



## Login Window

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

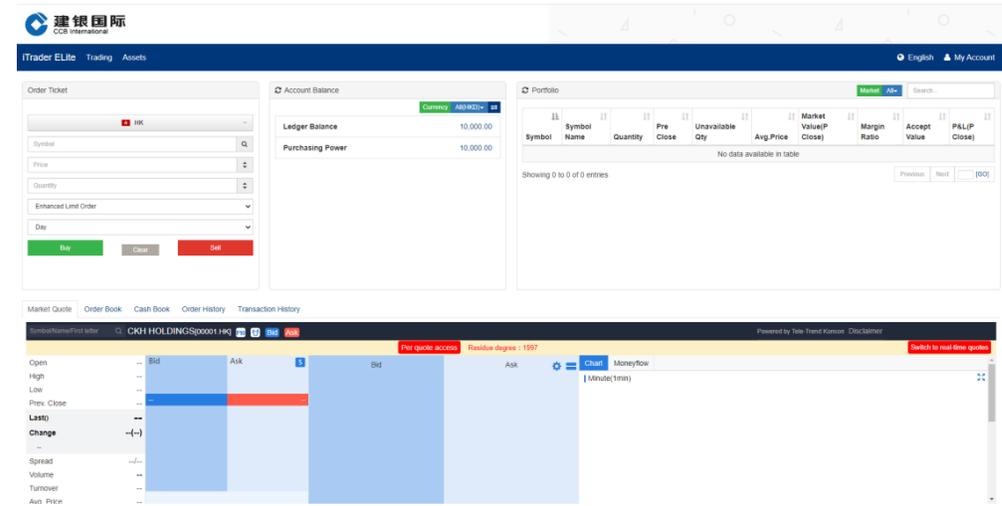
After the successful login, the “Trading” Interface will pop up automatically (Fig. 2.1) .

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, 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**

Order Ticket

CHEUNG KONG

★ HK

00001 HKD

100.7

1000 Lot Size: 1,000

Max Buy: 0 Max Sell: 0

Limit Order

Day

Buy Clear Sell

**Fig. 2.3 Confirm Order Box**

Order Confirmation - 1005552-0001
✕

---

**Order Information**

Symbol	00001	
Symbol Name	CHEUNG KONG	
Price	100.7 (HKD)	
Quantity	1,000	
Buy/Sell	Buy	
Order Type	Limit Order ( Day )	

---

**Commission And Fees**

Commission	100.70 (HKD)	CCASS Settlement	0.00 (HKD)
Stamp Duty	101.00 (HKD)	Transaction Levy	7.75 (HKD)
Trading Fee	0.00 (HKD)		

---

Transaction Cost: 108.75 ( HKD)

Commission: 100.70 ( HKD)

Order Amount: 100,700.00 ( HKD)

**Total Amount: 100,909.45 (HKD)**

Submit
Close

The currency will be shown after “Price”.

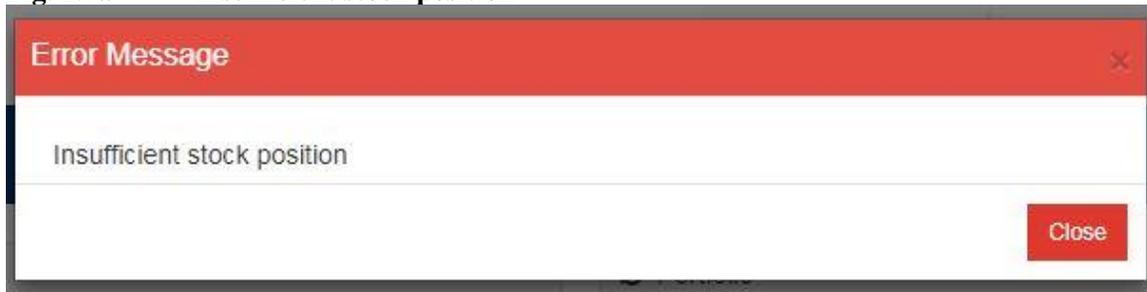
**Fig. 2.4 Order Sent Box**



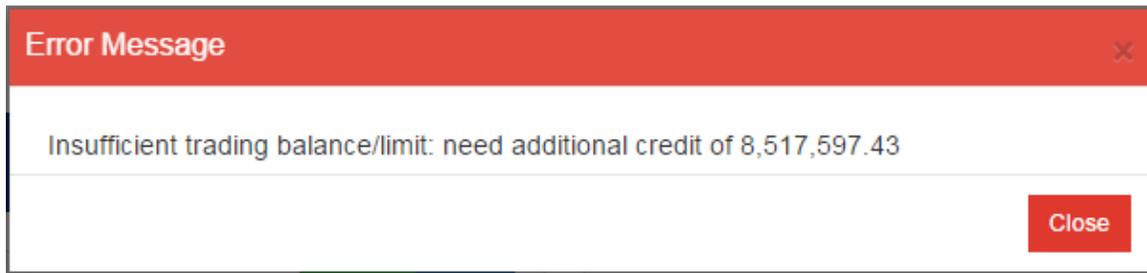
**Over the Limit Orders**

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**



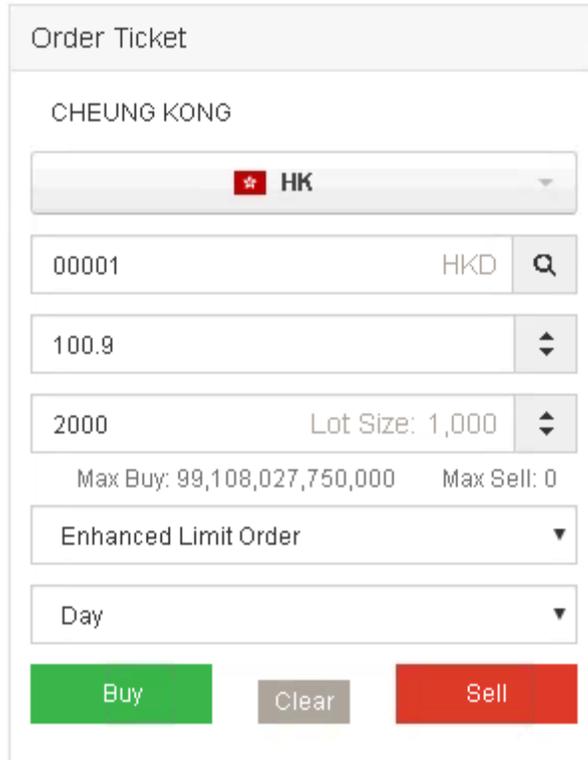
**Fig.2.5b Insufficient trading balance**



**2.2.2 Enhance Limit Order**

Enhance limit order will show with specific entitlement. It is similar to a Limit Order except that it will allow matching of up to 10 price queues (i.e. the best price queue and up to the 10th queue at nine spreads away) at one time provided that the traded price is not worse than the input price.

**Fig.2.6 Enhance Limit Order**



Order Ticket

CHEUNG KONG

★ HK

00001 HKD

100.9

2000 Lot Size: 1,000

Max Buy: 99,108,027,750,000 Max Sell: 0

Enhanced Limit Order

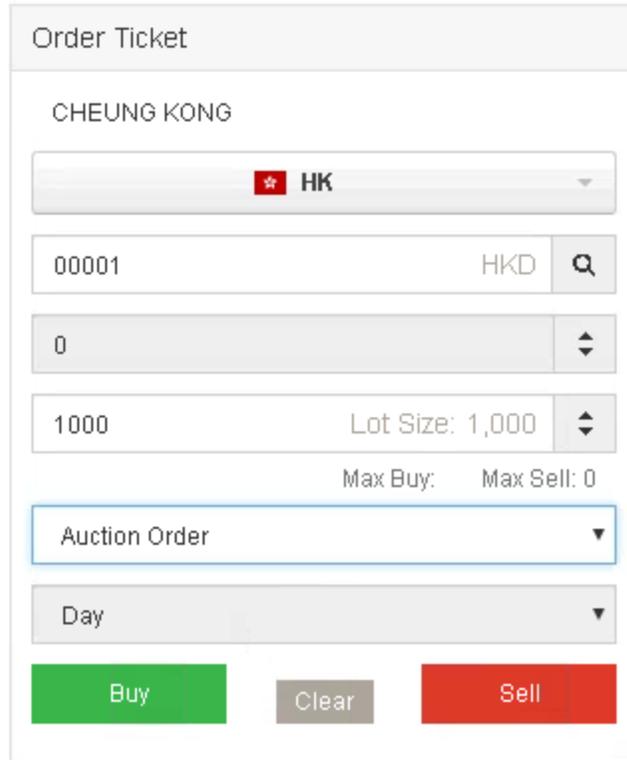
Day

Buy Clear Sell

### 2.2.3 Auction Order

The Auction order type will show with specific entitlement (Fig.2.7). 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. 2.7 Auction Order**



Order Ticket

CHEUNG KONG

HK

00001 HKD

0

1000 Lot Size: 1,000

Max Buy: Max Sell: 0

Auction Order

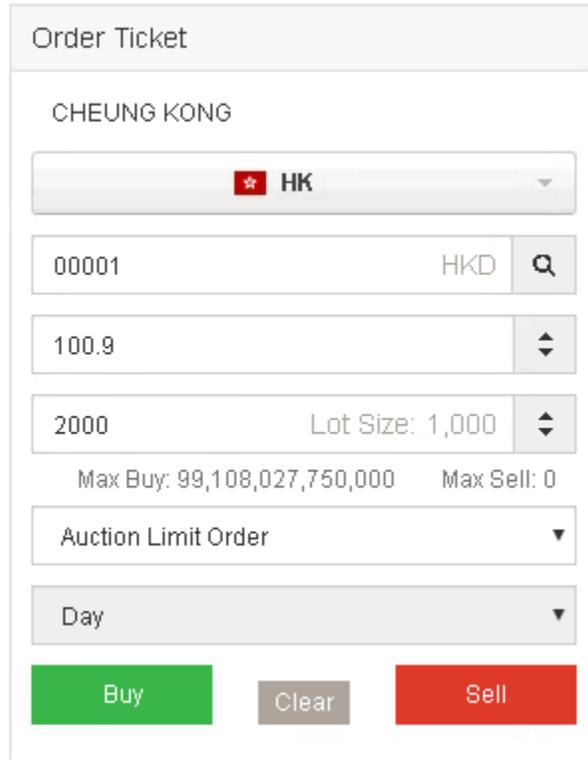
Day

Buy Clear Sell

#### 2.2.4 Auction Limit Order

The Auction Limit order type will show with specific entitlement (Fig.2.8). It is auction order with specific price. It can only be placed during Auction period.

**Fig. 2.8 Auction Limit Order**



Order Ticket

CHEUNG KONG

HK

00001 HKD

100.9

2000 Lot Size: 1,000

Max Buy: 99,108,027,750,000 Max Sell: 0

Auction Limit Order

Day

Buy Clear Sell

### 2.2.5 Special Limit Order

It is same as 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. 2.9 Special Limit Order**

Order Ticket

CHEUNG KONG

HK

00001 HKD

100.9

2000 Lot Size: 1,000

Max Buy: 99,108,027,750,000 Max Sell: 0

Special Limit Order

Day

Buy Clear Sell

## 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. 2.10 Portfolio**

Symbol	Symbol Name	Quantity	Pre Close	Unavailable Qty	Avg. Price	Market Value(P Close)	Margin Ratio	Accept Value	P&L(P Close)
★ 00388	HKEX	100	175.2		178.90	14,930.00	0%	N/A	-2,960.00
★ 01288	ABC	2,000	3.21		3.980	7,100.00	0%	N/A	-860.00
★ 01299	AIA	2,000	42.45		45.235	88,100.00	0%	N/A	-2,370.00
★ 01398	ICBC	24,855	12.14		5.570	320,629.50	0%	N/A	182,187.15
01618		1,000	0		1.55	0.00	0%	N/A	-1,550.00
★ 01766	CRRC	1,000	90.00		7.200	91,000.00	0%	N/A	83,800.00
02468		1,000	0		0.63	0.00	0%	N/A	-630.00

Showing 1 to 7 of 9 entries

Previous 1 2 Next [GO]

- 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. 2.11 Portfolio Detail**

Symbol	Symbol Name	Quantity	Pre Close	Unavailable Qty	Avg. Price	Market Value(P Close)	Margin Ratio	Accept Value	P&L(P Close)
★ 00388	HKEX	100	175.2		178.90	14,930.00	0%	N/A	-2,960.00
★ 01288	ABC	2,000	3.21		3.980	7,100.00	0%	N/A	-860.00
★ 01299	AIA	2,000	42.45		45.235	88,100.00	0%	N/A	-2,370.00
★ 01398	ICBC	24,855	12.14		5.570	320,629.50	0%	N/A	182,187.15
01618		1,000	0		1.55	0.00	0%	N/A	-1,550.00
★ 01766	CRRC	1,000	90.00		7.200	91,000.00	0%	N/A	83,800.00
02468		1,000	0		0.63	0.00	0%	N/A	-630.00

Showing 1 to 7 of 9 entries

Previous 1 2 Next [GO]

### 2.3.2 Account Balance Window

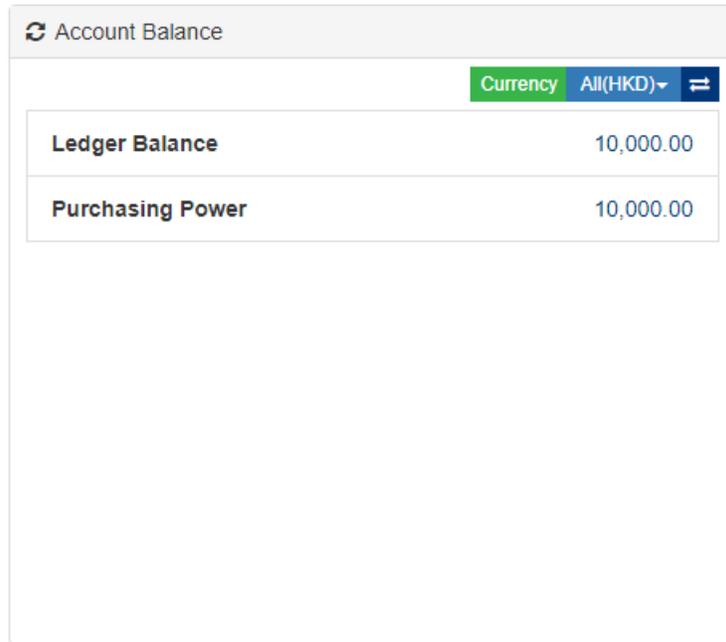
The following information will be shown in the [Account Balance] window (Fig.2.11).

All information will be shown:

Ledge Balance (by currency)

Purchasing Power (by currency)

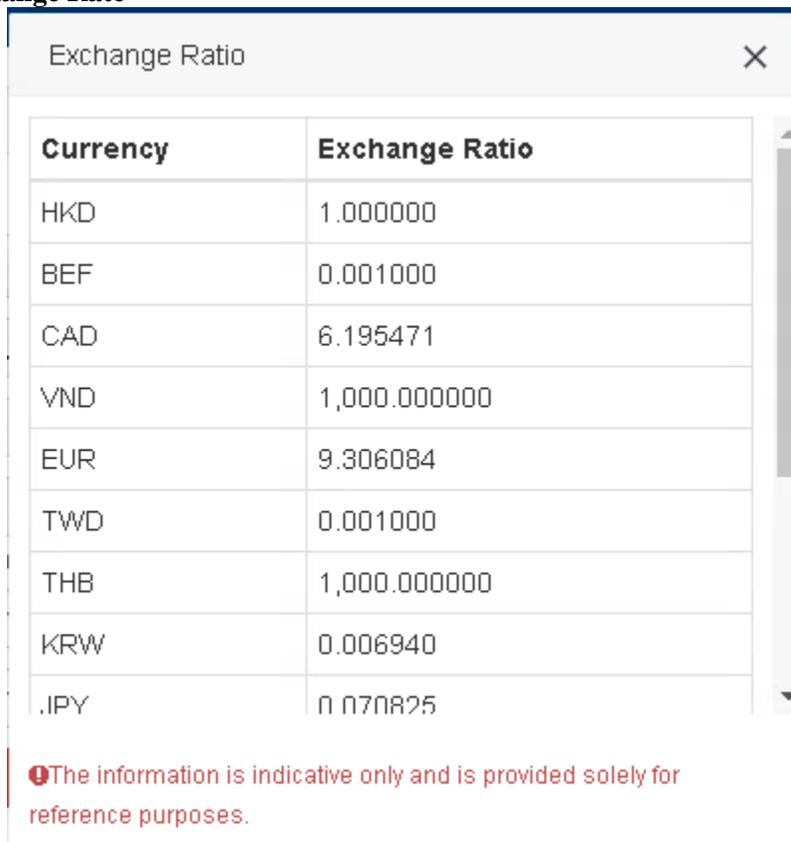
**Fig. 2.12 Account Balance**



Account Balance	
	Currency All(HKD) ▾
<b>Ledger Balance</b>	10,000.00
<b>Purchasing Power</b>	10,000.00

Click on  to enquire exchange rate.

**Fig.2.13 Exchange Rate**



Currency	Exchange Ratio
HKD	1.000000
BEF	0.001000
CAD	6.195471
VND	1,000.000000
EUR	9.306084
TWD	0.001000
THB	1,000.000000
KRW	0.006940
.JPY	0.070825

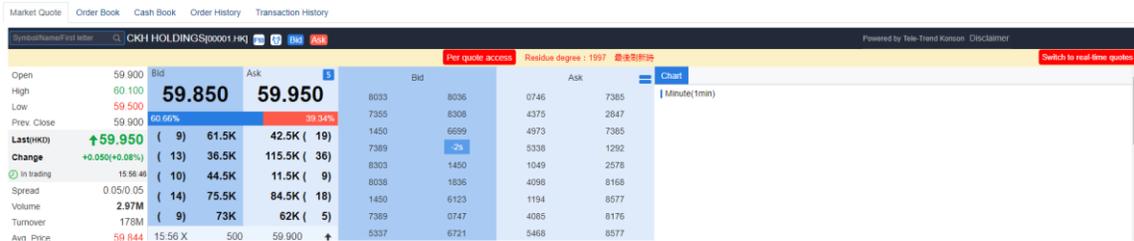
 The information is indicative only and is provided solely for reference purposes.

## 2.4 Market Quote Window and Order Book

### 2.4.1 Market Data Window

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

**Fig. 2.14 Market Quote**



### 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. 2.15 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**

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	Queue	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	Queue	I		

### Columns Definition

#### Date (Date Time of HK)

The time order placed.

#### Order Number

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. 2.16 Order Details**

Order Detail - C800023			
Date	02-25 00:00:00		
Order Number	160831000010		
Symbol	IBM.US		
Symbol Name	INTL BUSINESS MACHINES CORP		
Price	160.00	Avg Price	0.000
Quantity	100	Filled Qty	0
Buy/Sell	Buy		
Order Type	Limit Order ( Day )		
Status	Queu		

[Close](#)

**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. 2.17).
2. Type in the new quantity and price.
3. Click <Submit> to submit the change

**Fig.2.17 Change Order**

**Change Order Confirmation - C800023**
✕

---

**Order Information**

---

Order Number	160831000010		
Symbol	IBM.US		
Symbol Name	INTL BUSINESS MACHINES CORP		
Price	160.00 (USD)	Change To	<input style="width: 100px;" type="text" value="160.00"/>
Quantity	100	Change To	<input style="width: 100px;" type="text" value="100"/>
Buy/Sell	Buy		
Order Type	Limit Order ( Day )		

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 2.18)
2. Choose < Submit > to proceed.

**Fig. 2.18 Cancel Order**

**Cancel Order Confirmation - C800023** ✕

---

**Order Information**

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

Submit
Close

**2.4.2.3 Order Detail**

Click on the Completed order (Fig 2.19) to pop up Order Detail with trade details (Fig 2.20).

**Fig 2.19 Order Book**

Order Book																
Order Book														Cash Book	Order History	Transaction History
Status: All																
Search...																
Amend	Cancel	Date	Order Number	Buy/Sell	Symbol	Currency	Price	Avg Price	Quantity	Filled Qty	Queue Qty	Status	Source	Options		
		01-31 10:20:02	180131000001	Buy	00001	HKD	100.6	0	1,000	0	0	Pend	I			
		01-30 14:42:48	180130000001	Buy	00001	HKD	100.7	0	1,000	0	0	Reje	I			
		01-29 10:47:08	180129000001	Buy	00005	HKD	10.00	0	400	0	0	Canc	I	Enhanced Limit Order;		
		01-23 09:07:06	180123000002	Sell	01398	HKD	12.14	12.200	1,000	1,000	0	Comp	D	Enhanced Limit Order;		
		01-23 09:06:21	180123000001	Buy	01398	HKD	12.14	0	1,000	0	0	Canc	D	Enhanced Limit Order;		
		01-18 14:58:25	180118000003	Buy	01766	HKD	7.96	0	1,000	0	0	Reje	I	Enhanced Limit Order;		
		01-18 14:49:59	180118000002	Buy	01288	HKD	4.42	3.560	1,000	1,000	0	Comp	I			

Showing 1 to 7 of 7 entries

Previous 1 Next [GO]

**Fig 2.20 Order Detail**

Order Detail - C002			
Date	01-11 11:34:12		
Order Number	170111000002		
Symbol	00005		
Symbol Name	HSBC HOLDINGS		
Price	65.00	Avg Price	63.100
Quantity	800	Filled Qty	800
Buy/Sell	Buy		
Order Type	Limit Order ( Day )		
Status	Comp		

Trade No.	Price	Quantity	Execution Time
OT.0000000000001	63.10	800	11:34:12

#### 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. 2.21 Order Book Filter**

Market Quote | **Order Book** | Cash Book | Order History | Transaction History

Status: **All** | Search... | [Print]

Date	Order Number	Buy/Sell	Symbol	Currency	Price	Avg Price	Quantity	Filled Qty	Queue Qty	Status	Source	Options
11-18 14:58:25	180118000003	Buy	01766	HKD	7.96	0	1,000	0	0	Pend	IDC2	Enhanced Limit Order;
11-18 14:49:59	180118000002	Buy	01288	HKD	4.42	3.560	1,000	1,000	0	Comp	IDC2	

Previous | 1 | Next | [GO]

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#### 2.4.3 Cash Book

It will display cash flow in the account.

**Fig. 2.22 Cash Book**

Date	Order Number	Account	Deposit/Withdraw	Currency	Amount	Status
01-18 14:24:39	180118000001	1005552-0001	Deposit	HKD	10,000,000,000,000,000.00	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. 2.23 ) User can also select to show orders of a preset status.

**Fig. 2.23 Order History**

Date	Order Number	Account	Buy/Sell	Symbol	Symbol Name	Currency	Price	Avg Price	Quantity	Filled Qty	Status
01-17 16:34:34	180117000003	1005552-0001	Deposit	HKD		HKD	1,000,000,000.00	1,000,000,000.00	1	1	Comp

Showing 1 to 1 of 1 entries

**2.4.5 Transaction History**

Display the transaction history of specific date range, pressing [Query] to query transaction history. ( Fig. 2.24 ) User can also select to show transactions of a preset action type (client trades, money voucher, stock voucher).

**Fig. 2.24 Transaction History**

Transaction Date	Settlement Date	Action	Exchange	Symbol	Quantity	Price	Principal	Charges	Credit/Debit	Description
No data available in table										

Showing 0 to 0 of 0 entries

**2.5 Change Account Info**

Allow the user to change the login/trading password (Fig.2. 25)

**Fig. 2.25 Change A/C Info**

**Change Password**

Old Password

New Password

Confirm Password

1. New password must consist of 8-12 numbers and alphabets.
2. New password cannot contain 3 same letters or numbers consecutively.
3. New password will be prohibited from re-using the last 2 previously used passwords.

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

## 2.6 User Setting

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

### 2.6.1 Language

User can change the language anytime (Fig. 2.26)

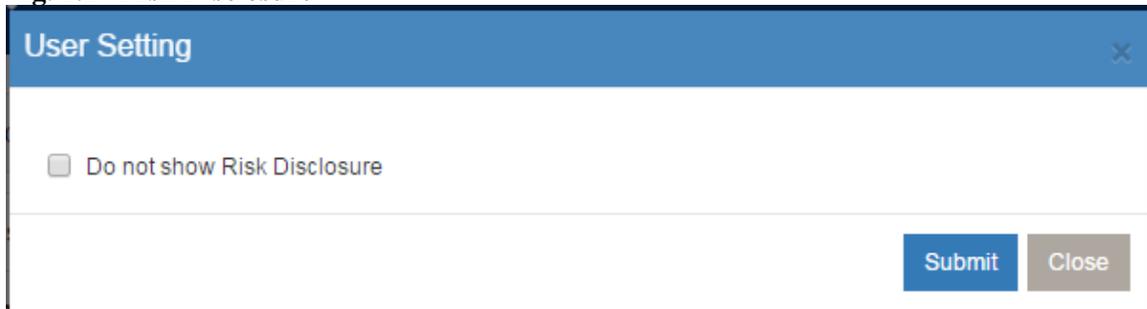
Fig. 2.26 language



### 2.6.2 Risk Disclosure

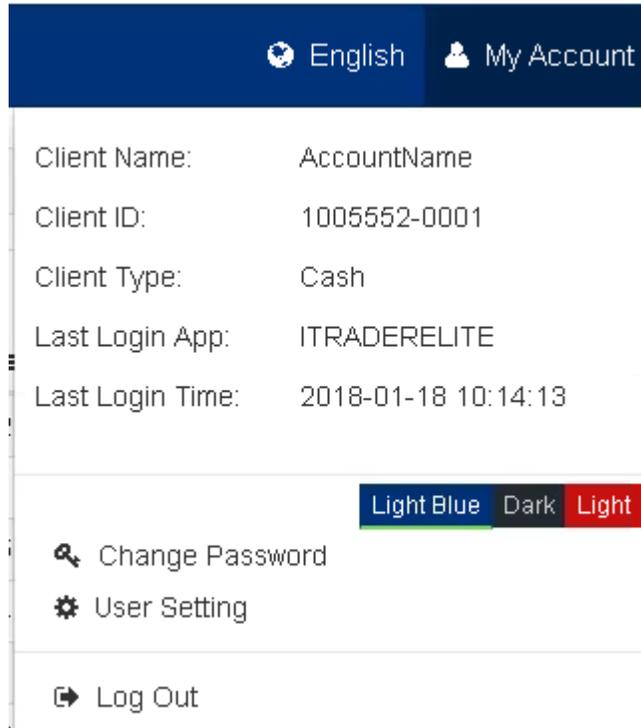
User can also click on <User Setting> to select whether to go through Risk Disclosure Page every time during login process.

Fig. 2.27 Risk Disclosure



### 2.6.3 Color Style

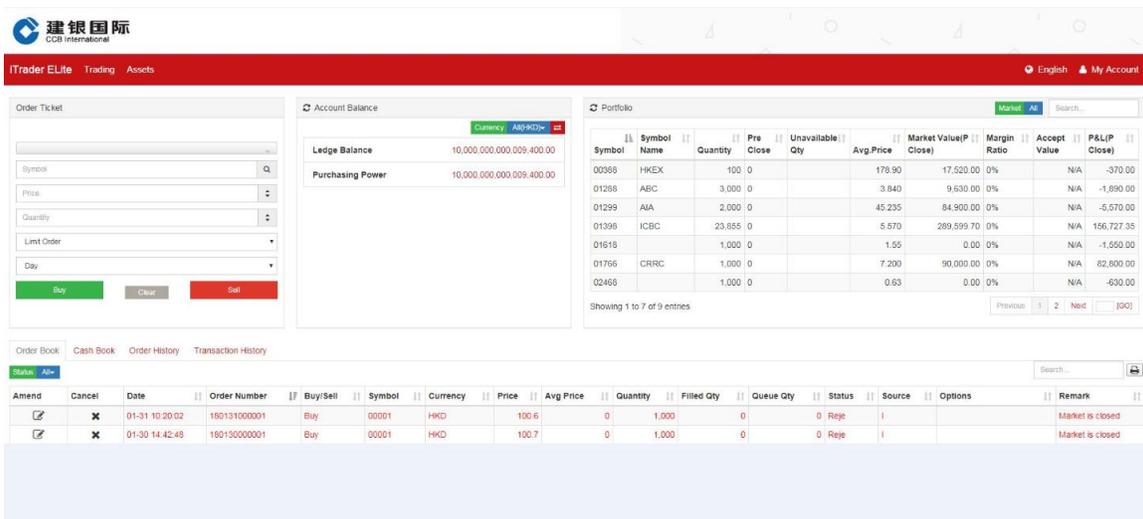
Fig. 2.28 Color Style



It allow user to change page color to different style, there are 3 color can be choose in “My Account”, Light Blue, Dark and Light.

For example, click Light, the web page will change as below:

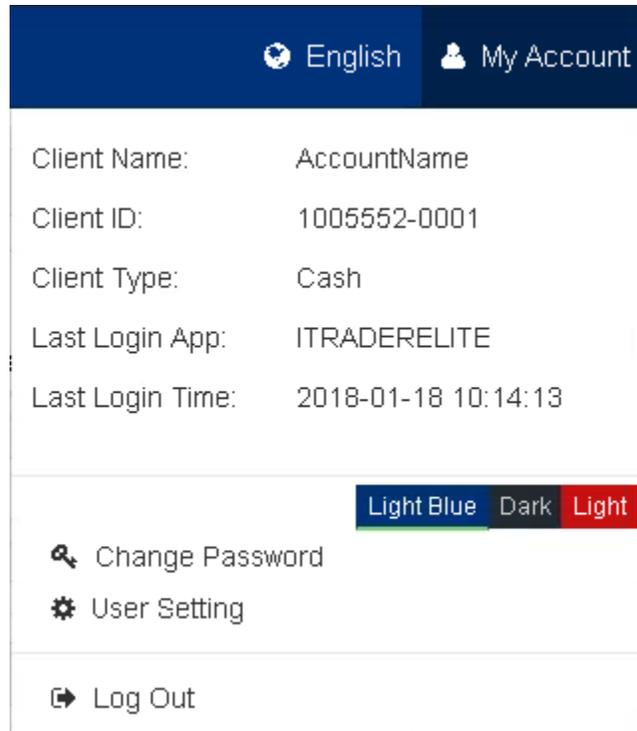
**Fig. 2.29 “Light” color**



## 2.7 User Information

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

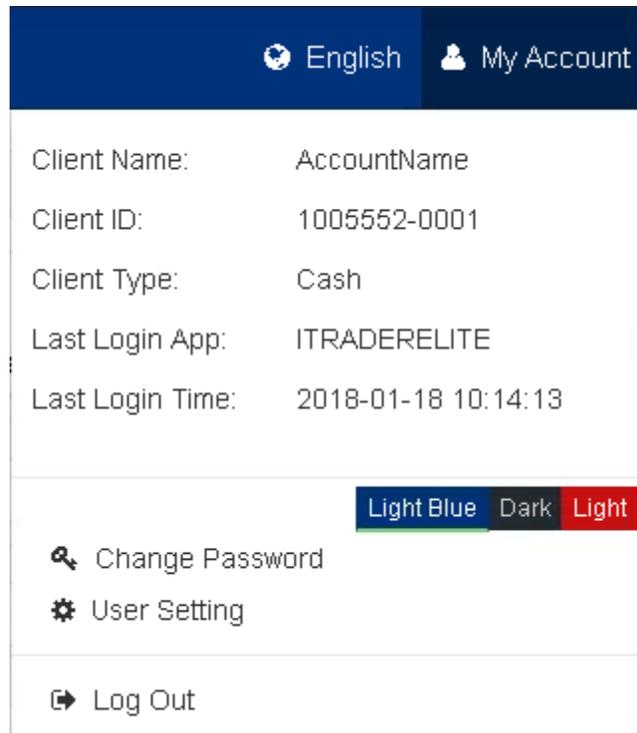
**Fig. 2.30 User Information**



## 2.8 Log Out

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

Fig. 2.31 Log Out



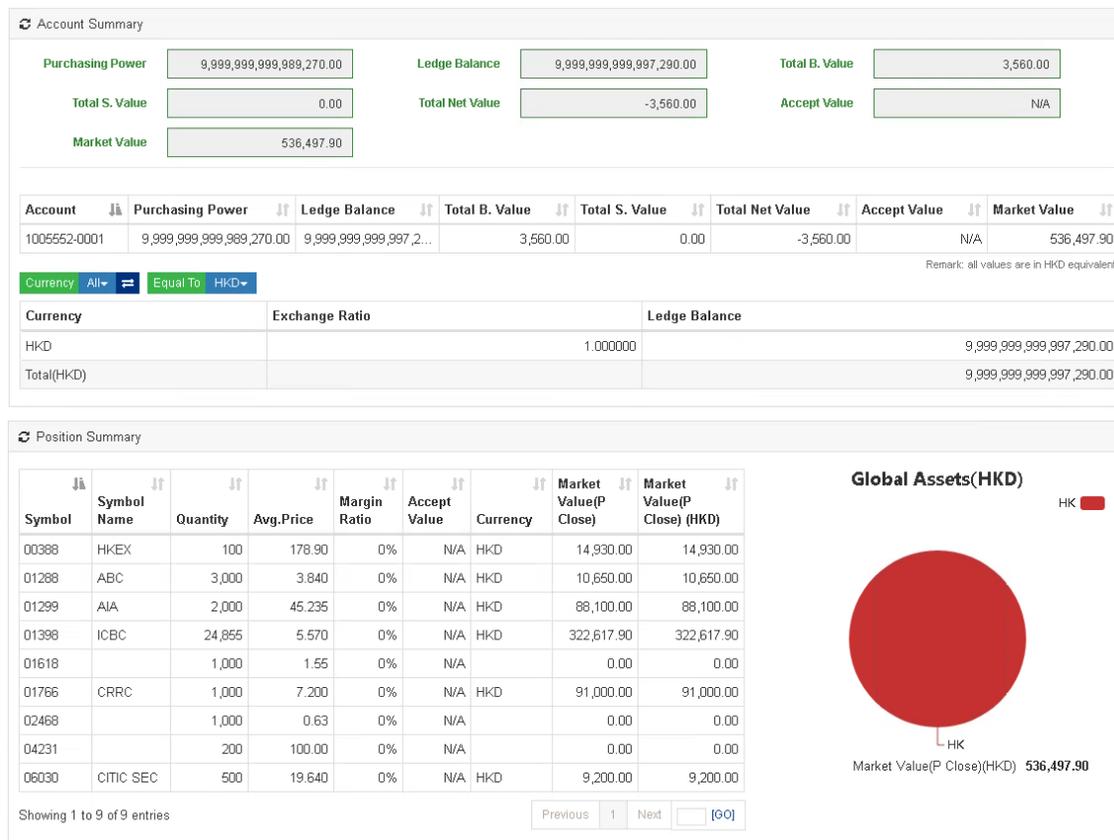
### 3. User Interface “Asset”

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



### 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.