# NetNetLite: User Manual

## **Our Browser Based Trading Platform**

Branch ID: OL > Client: 12	34 🔕 🗄			-	N	et.Net	_			_	_	2 si	w^stikainw	estmart	)-
Trading Market Inquiry Tools Tran	sfer Fund My	/ Account						14.09 2			March Andrew C		er Brende	-	4
Karket Watch	Trade Book	Order Book		et Position	Stock	View	Q	Total D 1,00	eposit 0.00		Utilized N 0.00	4argin D		Net Availa 1,000.00	ble
MW - DEFAULT														ي	8
Grid • Profile VIVEK	YALA	DEFAULT Q				_					1	D) + 1	3 Indices F	ortfolios 🧕	•
NCDEX V FUTCOM V CHARJDDE	L .	20NOV2014 ¥		+ x											
Scrip Desc	Bid Size	Bid	Ask Size	_	Ask	Last	Sale	.ast Size	ιπ	LUT	)pen Price	High Price	Low Price	Jose Price	N
NSE EQUITIES INFY EQ	2658	3776.95(0.00) 🔨		3777.00(0.00)		3777.00(0.00)		8	13:14:22	13:14:23	3849.90	3849.90	3771.65	3812.35	
NSE EQUITIES TCS EQ	19	2429.00(0.00) 🔨	1	2429.20(0.00)	~	2429.00(0.00)	~_		13:14:22	13:14:23	2425.85	2443.75	2415.00	2423.30	
NSE EQUITIES RELIANCE EQ		931.05(0.00) 🔨		931.15(0.00)		931.05(0.00)			13:14:21	13:14:22	934.25	937.00	927.10	935.05	2
NSE EQUITIES TATACHEM EQ	100	391.25(0.00)	99	391.50(0.00)		391.50(0.00)		70	13:14:06	13:14:22	391.20	395.50	388.80	388.65	
BSE EQUITIES ICICIBANK A	74	1564.05(0.00) 🦟	80	1564.95(0.00)		1565.20(0.00)			13:14:15	13:14:23	1542.00	1569.70	1542.00	1537.00	
BSE EQUITIES HINDALCO A	4187	148.80(0.00)	50	148.95(0.00)	_	148.95(0.00)	_	50	13:13:55	13:14:19	148.00	151.00	147.20	146.25	
BSE EQUITIES RELCAPITAL A	593	454.90(0.00) 🦵		455.25(0.00)		455.00(0.00)		75	13:14:18	13:14:23	447.75	460.60	447.75	448.00	
MCX FUTCOM CRUDEOIL 19NOV.	25	5077.00(0.00)	7	5078.00(0.00)		5077.00(0.00)		1	13:14:17	13:14:20	5057.00	5080.00	5044.00	5056.00	
MCX FUTCOM SILVERM 28NOV20	1	38789.00(0.00)	1	38790.00(0.00)		38785.00(0.00)			13:14:11	13:14:19	38639.00	38840.00	38607.00	38563.00	
MCX FUTCOM GOLDM 05NOV201	2	27486.00(5.00) 🖢 🛹	5	27488.00(1.00)	~	27486.00(-4.00) 🕈	$\neg$	1	13:14:20	13:14:20	27358.00	27496.00	27343.00	27302.00	
NCDEX FUTCOM CHARJDDEL 20N	100	2857.00(0.00)	30	2858.00(0.00)		2857.00(0.00)		80	13:14:16	13:14:21	2876.00	2882.00	2857.00	2870.00	
-															-





## **INDEX**

- Introduction
  - (i) Key Features, (ii) Trading Features, (iii) Minimum System Requirements
  - (iv) How to access this trading platform
- Login to NetNetLite
- Forgot Password/Change Password
- Trading
  - (i) Market Watch, (ii) Order Entry, (iii) Order Book, (iv) Trade Book,
  - (v) Net Position, (vi) Stock View, (vii) Funds View, (viii) Span Margin View
- Market Inquiry

(i) Index Watch, (ii) Online Messages, (iii) Market Status, (iv) Security Info
(v) Contract Info, (vi) Most Active Securities, (vii) Top Gainers Losers
(viii) Market Movement, (ix) Connection Info, (x) Trade History

- Transfer Fund
  - (i) To Client Account, (ii) To Broker Account,
  - (iii) Fund Withdrawal Cancellation
- Password Settings
- > Online Help Desk



### Introduction

NetNetLite is a web enabled user-friendly user interface for trading across equities, F&O, commodities and currency markets using standard browsers. Net.Net has lot of functionalities including rich user interface with easy to use functionalities and advanced features. NetNetLite will provide real time access to online market information like Security/Contract info, Best Five, Top Gainers Losers etc. Orders through NetNetLite shall be routed directly to the stock exchanges after necessary order and RMS validations.

NetNetLite is available in two modes, **Lite** which is refresh based and **Streaming** which provides streaming quotes.

#### **Key Features :**

- User-friendly work environment
- Ease of Trading
- Placing of buy/sell orders directly to the Exchange is supported from within the Market Watch
- Online Alert Messages for Client activities
- Profile creation
- Utilizes highest levels of encryption standards
- Real time Charting facility
- Availability of shortcut keys for most common functions
- Display of Exchange Status in the status bar
- Display of Indices Sensex and Nifty on real-time basis
- Display of Market Watch, Order Entry, Best Five and many more screens on login
- Display of messages and confirmations in Online Message Area
- Availability of right click options at different levels in Market Watch to access scrip/contract related functionalities



#### **Trading Features :**

NetNetLite allows a broker's customer to perform several functions over the Internet including:

- Market Watch View real-time online market information.
- Order Entry Place buy as well as sell orders across all market segments for a combination of order types and product types.
- Order Book View complete details of the orders placed by the client.
- Trade Book View details of the orders executed at the exchange along with the execution details such as traded quantity and traded price.
- Net Position Track net position either contract or security wise.
- Funds View View details pertaining to funds available and funds utilized by the client.
- Stock View View stock position of client holdings with various entities like DP and Broker.
- Market Movement Updates of market movement on hourly basis during a trading session.

#### **Minimum System Requirements :**

- 1. Screen Resolution: Best Viewed in Resolution higher than 1024 x 768.
- 2. Windows XP and above or MAC OS Leopard and above.
- 3. Mozilla Firefox 3.6.8 or above, Safari Browser, Google Chrome 10 or above, Internet Explorer 7.0 or above.
- 4. 2 GB RAM.
- 5. Core 2 processor or above.
- 6. Silverlight Plug-In 4 or above.

#### How to access this trading platform?

- Go to our website <u>www.shareshoppe.in</u> and click on Technology.
- Click on NetNetLite link to get started with our browser based trading platform.



## Login to NetNetLite

For logging to your trading account, follow these steps:

- Enter Your User ID and Password.
- Select Application Mode as Lite or Streaming. Lite is refresh based whereas Streaming provides streaming quotes. Streaming is Recommended.
- Click on Remember Me for future use. It saves only your User Id and Password needs to be entered at every Login attempt.
- Click on Log-In.

Nel.Nel							₽ sw^stikainvest <u>mart</u>
Log in			1.1			11	100
				N	larketTimings	5	
User Id:	SHP001				ixchange	NormalOpen	NormalClose
Password:				<b>**</b>	NSE	09:00:00	15:30:00
	Foront Passe	cond? Change Password		*	BSE	09:00:00	15:30:00
	(1000000000			м	ICX	10:00:00	23:30:00
-	/			e N	CDEX	10:00:00	23:30:00
G Stream	ning Refresh	Remember Me		Provv			
() Stream	ning Refresh	Remember Me	Log-In	Proxy Clear * F	Pre-Open Session from 9	9:00 am to 9:15 am	Click to view AMO Timings



You wil	l see a scre	en like this w	ith a Pro	ocessing mes	sage.		
Net.Net							an sw^stikainvestmart
Log in							
					MarketTiming	5	
User Id:					Exchange	NormalOpen	NormalClose
Password:				6	*NSE	09:00:00	15:30:00
		Change Back and			*BSE	09:00:00	15:30:00
		Processing			мсх	10:00:00	23:30:00
		$\smile$		6		10:00:00	23:30:00
		Remember Me		Proxy			Click to view AMO Timings
			Lo	g-In Clear	* Pre-Open Session from	9:00 am to 9:15 am	
NSE MemiD: 11297 SEBIReg: NR-F 231129736 BSE CDS MemiD: 942 FMC Reg: INB 011129732	BSE Mem.ID: 942 SEBI Reg: INB 01123732	MCX MemJID: 48300 MCX/TCM/COR9/1439: 24099	NCDEX MemLID: 00844 SEBI Reg: 15927	MCX-SX Mem.ID: 48300 SEBI Reg: INE 261129756	Welcome user to broking inform facilitate execution of your buy a exchange of your choice, as we c You can either download our for executive and based on the disc	ation site. We would be delighted to nd sell orders (both equity and deb iperate on NSE as well as BSE. You o ms from the Registration option or i ission with you, we will deliver to yo conference.	o provide you our personalized services to t securities) in a flawless and swift manner on the an trade even in Futures and Options on NSE. directly get in touch with our relationship ou the following forms to be filled in and

 Later you will see a Dialogue Box with two options as in the image below. Click on "Proceed to Increase Quota" to improve the performance of the application.





## **Forgot Password**

Forgot Password? Follow the procedure given below:

- 1. In Login page, click Forgot Password link. The <u>Forgot Password page</u> is displayed.
- 2. Enter User Id.
- 3. Enter Email ID.
- 4. Enter Option Password. Enter image Code.
- 5. Click **Submit**. The details are further send to administrator for resetting of password.

\*The password will be provided instantly through email or sms as per the mode defined by the member.

- Reader	assword 🔍 Uni	ock Account	
User Id:	ABC1	23	
Email Id	abc12	23@gmail.com	14 J
Option:	✓ Pa	assword / 🔲	PTN
Enter the co shown in th Note: If una new image.	ode as 4HGZ e image: able to read the	EE code click on	refresh button to reload a



## **Change Password**

- 1. In Login page, click **Change Password** link. The <u>Change Password page</u> is displayed.
- 2. Enter User Id.
- 3. Enter old Password.
- 4. Enter New Password.
- 5. Enter new password again in **Confirm Password** field.
- 6. Click **Submit**. The password will be provided instantly through Email by us.

a second second second second			
Log in			
User Id:	ABC123		
Password:	(		
New Password:	(	()	
Confirm Password:	<b>(</b>		
	Forgot Password? Back		
<b>()</b> Streaming	Refresh 🗌 🗖 Remember Me	Proxy	_



#### This is what your Screen looks like just after logging-in:

G 0 0 Branch ID: OL > Client: SHP001 💊 🖃 Net. Net										(	₽ sw^st	ikainvestm	art
Trading Market Inquiry Tools Trans	fer Fund My	Account			VIEW LESS (8)	12:25:49	25 5						
Market Watch	Trade Book	Order Book	Ne Ne	et Position	View ₹ 📀	Funds Summar	ry <u>Top Gainers</u> al Deposit 878.00	Top Lose	ers Most Active Utiliz	Securities Ti ted Margin 0.00	ndex Watch	Ne	t Available -878.00
MW - DEFAULT							0 0 8	Index Wa	atch				
Grid <b>v</b> Profile DANDO	DEFAULT	20		_	(ID) +	123 Indices Port	folios 🗘 🕨	۹. 🖬			-2		
Scrip Desc	Bid Size	Bid	Ask Size	Ask	Last Sale	.ast Size	LTT	Exch	Index Name		Value	20 nn) (.n 2n9/	
NSE EQUITIES INFY EQ	50	4295.00(0.00)	Ś	4295.25(4).10) 🕈 🥆	4295.00(-0.35) 🕈 🏎	100 12:	25:55 12:2	NSE	CNX Midcap		12078.4(-2	219.50) (-1.789	%) 👎
NSE EQUITIES TCS EQ	12	2632.20(-0.10) 🕈 🦳	1	2632.30(-0.10) 🕈 🔨	2632.25(-0.05) 👎 🟊	52 12:	25:55 12:2	NSE	BANK Nifty		18017.3(-2	264.65) (-1.45%	6) 👎 🦟
NSE EQUITIES RELIANCE EQ		977.65(0.00)	, 1	978.00(0.00) 🥆	977,65(-0.40) 👎 📣	5 12:	25:55 12:2	NSE	CNX Nifty		8469.55(-6	50.60) (-0.71%	) <b>-</b> /-
NSE EQUITIES RPL EQ													
NSE EQUITIES SATYAMCOMP EQ							07:5	-					
NSE EQUITIES TATACHEM EQ	150	421.00(0.00)	41	421.55(0.00)	421.55(0.00) 🦯	19 12:	25:52 12:2	B5- INFY		_		_	0 0 8
								NON	A NSE EQU	ities infy eq	4295.00 (+0	).47 %)	-
								Best 5 E	Bids	Buy	Sell	B	est 5 Asks
								Buyer	s BidSize	Bid 4295.00	Ask 4005 05	AskSize	Sellers
								2	13	4293.00	4295.45	4	1
MW - DEFAULT × Trade Book × Orde	er Book 🗴 🛛 Ne	t Position ×						6		4294.00			1
Online Messages							0 V X	2	45	4293.70	4295.55		1
>> 📃 You last logged in at Nov 25	2014 12:05P	M from IP: 111.118.24	1.54 >> Your	password expires in 1 Day	/(s)			1	5	4293.65	4295.80	1	1
12:19:16 Socket connected	successfully							Total Bi	a Qty.	/68/5	63946	IOU	ai Ask Qty.
								OPEN	4295.00		_	4275.10	CLOSE
								LOW	4280.55	$\rightarrow$		4317.70	HIGH
	and the second												
Help Membership Details T&C Dis	sclaimer								Net.Net 1	1.0.2.0 Power	ed By - Financi	al Technologie:	© 2013

## Trading

#### Market Watch :

It is displayed below the menu bar. Market Information for the securities is updated on-line. Market Watch is displayed as a part of the main Net.Net page. It facilitates viewing the detailed market information of scrips in the Equities, F&O, Commodities and Currency market segments. Alternatively, Click **Trading** and then on **Market Watch** or press **F4** key which will display Market Watch.

#### **Features**

- Display of real-time market details within a self-adjusting grid.
- Selection of different profiles at a single-click.
- Customizable Profile in real-time.
- Place Buy and Sell orders at market price.



- Customizable display of market information.
- One-click selection of the entire (scrip) row.
- Arrange the column contents in ascending or descending order.
- Create five profiles of scrips of different market segments.
- Scrips can be configured through Market Watch.

Trading Market Inquiry Tools Trans	sfer Fund My	Account Order Book		Net Position	VIEW LESS (8)	Funds Su	<b>31 27 %</b> mmary To Total Depo -874.00	ip Gaine osit
MW - DANDO							•	
Grid 🔻 Profile DANDO		DEFAULT	_		<b>()</b> + <b>(</b>	3 Indices	Portfolios	<b>o</b> •
Scrip Desc	Bid Size	Bid	Ask Size	Ask	Last Sale .	ast Size	LΠ	
BSE EQUITIES GATI B	100	283,30(-0.05) 👎 🥆	120	283.85(0.00) —	283.45(0.00)	100	11:21:54	11
NSE EQUITIES APOLLOTYRE EQ		221.70(0.05) 🍐 💷	600	221.75(0.05) 🌢 💷	221.70(0.05) 🍐 🏏	284	11:22:30	11
NSE EQUITIES RICOAUTO EQ	1900	43.45(0.00) 🛌	2000	43.60(0.00)	43.55(0.00)	200	11:21:35	11
BSE EQUITIES RICOAUTO B	1238	43.40(0.00)	150	43.65(0.00)	43.65(0.00)	100	11:22:25	11
NSE EQUITIES INFY EQ	1	4356.75(0.00) 🦟	24	4358.10(0.15) 🖕 🦟	4356.75(0.00) 🔶	1	11:22:31	11
NSE EQUITIES TCS EQ		2638.25(-1.05) 👎 🥂	65		2639.30(0.00)	20	11:22:33	11
NSE EQUITIES RELIANCE EQ	347	990.00(0.00) 🦯		990.25(0.00) 🦯	990.25(0.25) 🖕 💷		11:22:33	11
NSE EQUITIES RPL EQ								
NSE EQUITIES SATYAMCOMP EQ								08
	- Darle at Nat	Desision						

#### Add scrips to Market Watch from here

	Grid Trofile DANDO	C I DEFAULT		
$\longrightarrow$	BSE V EQUITIES V SYMBOL		+ x	
	Scrip Desc	Bid Size	Bid Ask Size	Ask
	/			

#### Place Orders from within the Market Watch

Using the Market Watch pane, you can select the scrip that you wish to buy or sell.

 Click on the particular scrip that you want to buy/sell. The focus changes to the Order Entry pane. The fields for Exchange, Instrument type, Scrip Symbol, Series, Expiry Date, Strike Price, Option Type, Order Type, Price, Buy/Sell fields will be pre populated with the data as available in the Market Watch. One can select the order of your choice from the Buy/Sell side.

3	ShareSho	p	pe
*	The Broker you'll actu	ally	y like

MW - DANDO								•	08
Grid 🔻 Profile		DEFAULT	_	_			+ 🛛 Indice	s Portfolios	<b>•</b> •
Scrip Desc	Bid Size	Bio	d Ask Size		Ask	Last S	Sale _ast Size	LTT	H
BSE EQUITIES GATLE	58	282.60(0.00)	150	282.80(0.00)	_	282.60(0.00)	200	11:36:31	11
NSE EQUITIES APC	Buy	221.10(0.00)	106	221.15(0.00)		221.00(0.00)	64	11:37:09	11
NSE EQUITIES RIC	Sel	43.50(0.00)	1340	43.60(0.00)		43.50(0.00)		11:37:21	11
BSE EQUITIES RIC	Best Five	43.50(0.00) 🜙	2176	43.60(0.00)	~	43.50(0.00)	1	11:37:21	11
NSE EQUITIES INF	Combined Depth	4354.05(0.00)	108	4354.90(0.00)	~	4354.05(0.00)	<u>∖</u> 24	11:37:25	11
NSE EQUITIES TCS		2639.20(0.55) 🖕 🔔	/ 14	2639.70(0.00)		2638.55(0.00)	<u>~ 2</u>	11:37:25	11
NSE EQUITIES REL	Edsic Undru	987.50(0.00)	5	987.70(0.00)		987.70(0.00)	2	11:37:22	11
NSE EQUITIES RPL	Remove Scrip / Contract	-							
NSE EQUITIES SAT	Add Scrip / Contract	-							08
	Save Profile								'
MW - DANDO × Tra	Rename Profile	et Position ×							
Online Messages	Column View							•	<b>S</b>
>> === 11:32:37 S M	Option/Derivative Chain	IN DEC FUT BUT FOLLO	W STRICT ST	OP LOSS OF 311.5	AS THE	RE IS NO NEGATIVE O	UES AS OF NO	w	h
📫 11:31:33 Subje	ct:								

- 2. Type the **Quantity** and **Price** in the Order Entry pane. Click **Submit**. The <u>Order Entry pane</u> is displayed for confirmation.
- 3. Click Confirm.

OE-SPOT										8
Select		Exchange	Instrument	Symbol	Series	Order Type				
BUY	T	BSE 🔻	EQUITIES 🔻	GATI	В 🔻	RL '				
Qty.		Price	Disc Qty.	Trigger	Price Prod	uct Type	Validity	Days	Prot%	
	5 🗘	283.00	•	1	🗍 MARGI	IN	EOSESS V			
Subi	nit	Clear								
OE-SPC	л×.	OE-DERIVATIVE	×							

4. Click **Cancel**, to cancel the order.

The orders cannot be modified or canceled after it has been submitted. Press **F1/F2** to use the Buy/Sell Order Entry pane.



#### **Order Entry :** Submitting a Buy/Sell Order Entry

 Click on the magnifying glass icon 'Lookup' beside your profile name. A pane to add the scrip which you want to buy/sell will show up. Right Click on the scrip and click on Buy/Sell to start placing the order. Alternatively click on scrip and Press F1/F2 to invoke the Buy/Sell Order Entry pane. By default, a Red background indicates that it is a Sell Order Entry pane and a Green background indicates that it's a Buy Order Entry pane.

	Market Watch	Trade Book	Order Bo	ook	Net Position	Stock View	
	MW - DANDO						
	Grid Trofile DANDO		DEFAULT	_			
$\rightarrow$	BSE V EQUITIES V SYMBOL	Lookup	*		×		
	Scrip Desc	Bid Size		Bid Ask Si	ze	Ask	
	2. Select the <b>Exchange</b> .						-
	3. Select an <b>Instrument</b> type.						

- 5. Enter Series.

4. Enter Symbol.

- 6. Select an Order Type.
- 7. Select Exchange.
- 8. Select Validity. You can select from the following:

Day signifies the order is valid for one day. This is the default value.IOC signifies the order is valid for immediate execution, else it is canceled.GTD signifies the order is valid as per the limit set for no. of days.GTC signifies the order remains valid till the time it is canceled.



\*GTC and GTD are valid only for commodities.

- 10. Click **Clear** to clear the field details, if required.
- 11. Click **Submit**. The Order Entry pane is displayed for confirmation.

OE-SPOT		πi.					di.		W W	8
Select	Exchange	Instrument	Symbol	Series	s Order	Туре				
SELL 🔻		EQUITIES 🔻	RELIANCE	EQ	RL	▼				
Qty.	Price	Disc Qty.	. Trigg	ger Price	Product Typ	e	Validity	Days	Prot%	
5	985.1	5 🗘	2		MARGIN	V	DAY 🖪			
Submit	Clear									
OE-SPOT ×	OE-DERIVATIVE	E×								

12. Click Confirm.

#### **Order Book :**

Order Book provides information regarding all the orders placed for a particular security and contract across all markets segments.

The Order Book pane is used to view, modify, and cancel buy/sell orders. Click **Trading** and then on **Order Book**. Alternatively, press **F3**.

Tradi	ng Mar	ket Inquiry	Tools Tr	ansfer Fun	d My Account				6				Funds Sum	i <b>G 27 384</b> Imary <u>Top G</u> Total Deposit	ainers
	F	Market Wa	atch	Trade I	Book	Order Boo		Net Position	Ē	Stock View	K			-874.00	
Order	Book														8
X	TOFF	۲ ۲	Drag a col	umn here t	o group by that	: column									
	Modify	Ex.OrderN	o. Exch.	Buy/Sell	Pending Qty.	Quantity	Symbol	Exp.Date	Str.Price	Opt.Type	Price	AMOID	ProductType	Ord.Status	Se
	0		BSE	S	5	5	RICOAUTO	NA	NA	NA	43.40		MARGIN	A.REJECT	в
	2		NSE	В	5	5	RELIANCE	NA	NA	NA	985.50		MARGIN		Б
	Ø		NSE	s	5	5	RELIANCE	NA	NA	NA)	985.15		MARGIN		E
	2		NSE	В	5	5	BAGFILMS	NA	NA	NA	3.50		MARGIN		E



#### View the Order Details Using Filter option

- 1. Click **Trading** and then on **Order Book**. Alternatively, press **F3**. The **Order Book page** is displayed.
- 2. Select the **Exchange** (ALL, NSE CASH, NSE DERIVATIVES, BSE CASH, BSE DERIVATIVES or NCDEX FUTURES).
- 3. Select **Status** from the drop-down list. Options available are ALL, Trading, Pending, AMO.
- 4. Select **Product Type** from the drop-down list. Options available are ALL, Margin, Delivery & Margin Plus.
- 5. Click **Submit**. Based on the selected conditions the Order Book page is displayed with details.

#### Modify a Buy/Sell Order

- 1. Click **Trading** and then on **Order Book**. Alternatively, press **F3**. The **Order Book page** is displayed.
- Select Modify link record of the particular security you want to modify in the Order Book. The <u>Order Entry page</u> is displayed in edit mode.
- 3. Modify the data, as required. The editable data values are Order type, Quantity, Price, Disclosed Quantity and Validity.
- 4. Click **Modify**. The <u>Order Entry pane</u> is displayed for confirmation.
- 5. Click **Confirm**. On **confirmation** a new Buy/Sell order is added to the Order Book pane. The order status and <u>modification confirmation messages</u> are displayed at the bottom of the order-entry pane.

#### Cancel a Buy/Sell Order

1. Click **Trading** and then on **Order Book**. Alternatively, press **F3**. The **Order Book page** is displayed.

Select the check box against the particular security you want to cancel and click **Cancel Selected Orders**.



- 2. For canceling all orders, select the <u>Select All</u> check box.
- 3. Click **Cancel Selected Orders**. On <u>confirmation</u>, the selected orders are canceled.

#### Trade Book :

Trade Book provides details of the orders executed at the Exchange along with the execution details such as traded quantity and traded price. The buy orders are displayed in **green** color and the sell orders are displayed in **red** color. It helps view trade details with filter conditions too. Click **Trading** and then on **Trade Book**. Alternatively, press **F8**.

Tra	ade Bool	k									÷ (	8
C	TOFF	*	Drag a colum	nn here to grou	ip by tha							
E	xch.	TradeNo	Instru.	Symbol	Series	Exp.Date	Str.Price	Opt.Type	Time	Ex.OrderNo.	Gatewayord.No.	в
	BSE	4229800	EQUITIES	RICOAUTO	в	NA	NA	NA	09:46:10	1417750200001448852	120520002	٤

#### View Trade Details based on filter conditions

- 1. Click **Trading** and then on **Trade Book**. Alternatively, press **F8**. The Trade Book is displayed with details.
- 2. Select Exchange.
- 3. Select **Product Type.** Select **Product type** from drop-down as ALL, Margin, Delivery, AMO Margin, AMO Delivery, MTF, PTST & Margin Plus.
- 4. Click **Submit**. Based on the selected conditions the Trade Book page is displayed with details.



#### **Net Position :**

Net position tracks complete position details for various market segments. It also allows:

- <u>View Net Position Details</u>
- Square off the Outstanding Position of a Security
- <u>Convert Position from Margin to Delivery</u>
- <u>Convert Position from Delivery to Margin</u>

#### **View Net Position Details**

- Click Trading and then on Net Position menu. Alternatively, press Alt+F6.
- Select **Position** as Daily or Expiry.
- Select **Product Type** as Margin, Delivery, AMO Margin, AMO Delivery, MTF, PTST, Margin Plus.
- Click **Submit**. Based on the selected conditions Net Position page is displayed.
- Click **Refresh**, to refresh the net position details in the Net Position page.

#### Square off the Outstanding Position of a Security

- 1. The <u>Net Position page</u> is displayed with following details on Clicking **Trading** and then on **Net Position** menu.
- 2. Click the **Square Off** link to square off the open position in the market for that particular trading day. Notice that the focus changes to the price field in the <u>Order Entry pane</u>. You need to type in the quantity and price to submit the order.
- 3. Accordingly, the Net position is squared-off. Auto square-off at 3:30p.m. for equity.

For Buy positions, sell order entry pane will be displayed and for Sell positions buy order entry pane will be displayed. To arrange the column data in ascending or descending order, click the respective column heading. To customize Net Position book, refer Column profile.



Tip: When you position the cursor over the Square Off link, a tool tip is displayed. This indicates the square off option.

#### **Convert Position from Margin to Delivery**

- 1. Click **Trading** and then on **Net Position**. The <u>Net Position page</u> is displayed with details of the executed transactions.
- 2. Select Convert Quantity.
- 3. Select **Product Type** as **Delivery**.
- 4. Click **Quantity**, to <u>convert</u> position. The <u>Position Conversion page</u> is displayed.
- 5. Type **Quantity**.
- 6. Click **Submit**. On <u>authentication</u>, the position is converted from Buy/Sell Margin to Buy/Sell Delivery.
- 7. If required, click **Clear** to clear the details.

Tip: When you position the cursor over the **Quantity** link, a *tool tip* is displayed. This indicates the convert position option.

#### **Convert Position from Delivery to Margin**

- 1. Click **Trading** and then on **Net Position**. Alternatively, press **Alt+F6**. The <u>Net Position page</u> is displayed with details of the executed transactions.
- 2. Select Position.
- 3. Select **Product Type** as **Margin**.
- 4. Click **Quantity**, to <u>convert</u> position. The <u>Position Conversion page</u> is displayed.
- 5. Type Quantity.



- 6. Click **Submit**. On <u>authentication</u>, the position is converted from Buy/Sell Delivery to Buy/Sell Margin.
- 7. If required, click **Clear** to clear the details.

Tip: When you position the cursor over the **Quantity** link, a tool tip is displayed. This indicates the convert position option.

#### **Convert Position from PTST to Delivery**

- 1. Click **Trading** and then on **Net Position**. The <u>Net Position page</u> is displayed with details of the executed transactions.
- 2. Select Position.
- 3. Select **Product Type** as **Delivery**.
- 4. Click **Quantity**, to <u>convert</u> position. The <u>Position Conversion page</u> is displayed.
- 5. Type Quantity.
- Click Submit. On <u>authentication</u>, the position is converted from Buy/Sell PTST to Buy/Sell Delivery.
- 7. If required, click **Clear** to clear the details.

Tip: When you position the cursor over the **Quantity** link, a tool tip is displayed. This indicates the convert position option.

#### **Stock View :**

Stock View provides the details of client holdings with various entities like DP and Broker. Valuation of the stocks gets updated against Last Traded Price on refresh. Stocks can be directly sold from the Stock View page.

1. Click **Trading** and then on **Stock View**.



Trading	Market Inquiry	Tools Transfer F	Fund My Ac	count						Funds	
3	Market W	latch	ade Book		)rder Book		Net Position		Stock View		Total Deposit -874.00
Stock Vie	W										
Sell Of	Stock: Sell of Too	day's Stock 🔻	Submit								1.7454.745
					_	<b>~</b>		_	_	_	
G					-	-					
	ScripName	ISIN	Close Prc	LTP	DP Avail	DP Block	DP Free	DP Value	Available with POOL	Blocked with POOL	Free with POOL V
+	RICOAUTO	INE209B01025	43.80	43.55				0.00	8		8
+	APOLLOTYRE	INE438A01022	223.60	219.45			0	0.00	1		1
		_	_		0	0	Ö	0.00	9	0	9
	1			ž	502 V	second to		Chrynd Llesn	47	- 12	
Net Po	sition × Stock Vi	iew ×									

- 2. Select Sell Off Stock as Sell Off Today's Stock or Sell Off Receivables Stock or Sell Off DP Stock.
- 3. Enter ISIN Code, Symbol.
- 4. Click **Submit**. Based on the selected conditions <u>Stock View page</u> is displayed.
- 5. Click **Refresh**, to view most recent updated details.
- 6. Click **Scrip Name** hyperlink. The <u>scrip details</u> are displayed in Stock View page.
- Click Scrip Name hyperlink, in the lower pane to place a sell order for selling the stock. The <u>Sell</u> Order Entry pane is displayed.
- 8. Click **Submit**. The **Order Entry pane** is displayed for confirmation.
- 9. Click **Confirm**. On **confirmation** a new Sell order is added to the Order Book.
- 10. To view the status of the order submitted, click the Order Book link. The Order book page is displayed.



#### **Funds View :**

Funds View provides the details pertaining to funds available and funds utilized by the client.

- 1. Click Trading and then on Funds View.
- Select **Periodicity** as NSE Eq Settlement, NSE Derivatives Expiry, NSE Combined Expiry, BSE Eq Settlement, NSE Eq + BSE Eq Settlement, BSE Derivatives Expiry, NSE Combined + BSE Combined Expiry, MCX Futures Expiry, NCDEX Futures Expiry, MCXSX Future Expiry, All Exchange Combined Expiry.
- 3. Click **Submit**. Based on the selected conditions Funds View page is displayed.

Stock View Funds View	Limits Set	Broker Messages	rderMessage	Total Deposit 1,142.00
Funds View				0 🔍 😣
Periodicity/Exchange: NSE Derivatives Expiry 🔻	Refresh			
			110201	
Description	Trading	IPO	MF	Total
🛨 Deposit	-858.00	0.00	0.00	-858.00
Funds Transferred Today	2000.00	0.00	<u>0.00</u>	2000.00
Funds Withdrawal/Allocation	0.00	0.00	0.00	0.00
🛨 Collateral		NA	NA	0.00
🛨 Credit For Sale		NA	NA	0.00
🛨 Option CFS	0.00	NA	NA	0.00
Total Trading Power Limit	1142.00	0.00	0.00	1142.00
Multiplier	1.00	NA	NA	1.00
🛨 Limit Utilization				
Ŧ Booked Profit/Loss		NA	NA	
🛨 MTM Profit/Loss		NA	NA	
Total Utilization	0.00	0.00	0.00	0.00
Net Available Funds	1142.00	0.00	0.00	1142.00
For Trading	1142.00	0.00	0.00	1142.00
For Allocation/Withdrawal	1142.00	NA	NA	1142.00



#### **Span Margin View :**

Span Margin View allows the user to gauge the margin requirements of contracts across F&O segments, Currency segment and Commodity segments.

- 1. Click Trading and then on Span Margin View.
- 2. Select Market Segment.
- 3. Click **Submit**. Based on the selected conditions Span Margin View page is displayed.
- 4. To print Span Margin View details, click Print symbol ( $^{\boxed{M}}$ ).

OrderMest	sage 🕞 E	xchange lessages	Span Margin	K	Margin Report	Options Chain	Derival Derival Watch	Total Deposit -874.00
Span Margin								• • •
Exchange NSE F&O	Submit							
	-		_	_		_		_
TOFF 🎾 🗋	Drag a column l	here to group by th						
Market Segment	Symbol	Instrument Type	ExpiryDate	Lot Size	Initial Margin Long	Initial Margin Short	Initial Margin % Long	Initial Margin % Sho
NSE F&O	ABIRLANUVO	FUTSTK	27 Nov 2014	250	32732.50	32732.50	7.51	7.51
NSE F&O	ABIRLANUVO	FUTSTK	24 Dec 2014	250	33040.00	32832.50	7.53	7.49
NSE F&O	ABIRLANUVO	FUTSTK	29 Jan 2015	250	33322.50	33112.50	7.54	7.50
NSE F&O	ACC	FUTSTK	27 Nov 2014	250	27057.50	27057.50	7.51	7.51
NSE F&O	ACC	FUTSTK	24 Dec 2014	250	27310.00	27137.50	7.53	7.49
NSE F&O	ACC	FUTSTK	29 Jan 2015	250	27545.00	27370.00	7.54	7.50
NSE F&O	ADANIENT	FUTSTK	27 Nov 2014	500	17055.00	17055.00	7.52	7.52
NSE F&O	ADANIENT	FUTSTK	24 Dec 2014	500	17215.00	17105.00	7.54	7.50
NSE F&O	ADANIENT	FUTSTK	29 Jan 2015	500	17360.00	17250.00	7.54	7.49
NSE F&O	ADANIPORTS	FUTSTK	27 Nov 2014	1000	22310.00	22310.00	7.52	7.52
NSE F&O	ADANIPORTS	FUTSTK	24 Dec 2014	1000	22510.00	22370.00	7.54	7.50
NSE F&O	ADANIPORTS	FUTSTK	29 Jan 2015	1000	22710.00	22560.00	7.54	7.49
NSE F&O	ADANIPOWER	FUTSTK	27 Nov 2014	8000	35200.00	35200.00	9.50	9.50
NSE F&O	ADANIPOWER	FUTSTK	24 Dec 2014	8000	35520.00	35360.00	9.54	9.50



## **Market Inquiry**

#### **Index Watch :**

Index Details provides details of indices across all market segments.

- 1. Click Market Inquiry and then on Index Watch. The Index Watch page is displayed.
- 2. Select Exchange. Click Submit.
- 3. Index Watch page displays indices information like Current Value along with changes in terms of absolute as well as % wise.



#### **Online Messages :**

The Messages such as system-related and exchange messages (order confirmations, trade details, Alerts and so on) are displayed in Online Messages pane.

Click Market Inquiry and then on Online Messages. The Online Messages page is displayed.





#### **Market Status :**

Market Status displays the status of various market types for the Equities, Derivatives, FAO, Commodities and Currency market segments.

- **Open** signifies market is available for trading
- Close signifies market is not available for trading

Click Market Inquiry and then on Market Status. The Market Status page is displayed.





#### **Security Info:**

Security Info is used to view the security information details.

- 1. Click **Market Inquiry** and then on **Security Info**. Alternatively, click the tool bar icon (<sup>III</sup>) or press **Shift + F7**.
- 2. Select scrip through symbol **Look Up**. Refer <u>Symbol Look Up</u>.
- 3. Select a scrip link from the list. The details of the selected scrip are populated in the Security Information page.
- 4. Click **Refresh**, to view most recent updated details.



#### **Contract Information :**

Contract Info is used to view contract information for all contracts in the futures and options segment.

1. Click Market Inquiry and then on Contract Info. Alternatively, click the tool bar icon (kee) or press Shift + F8.



- 2. Select scrip through symbol Look Up. Refer Symbol Look Up.
- 3. Select a scrip link from the list. The details of the selected scrip are populated in the Contract Information page.

us Security	Info Contract	Info	
Contract Info			<u> 8</u>
٩			-
NSE FUTID	X V SYMBOL	<b></b>	
Contract Information			
			_
Code	Market Lot	Price Tick (Rs.)	
Maturity	U/L Asset	IP Date	
Ex. Date	Price Quote	Margin %	
Ex. Multiplier	Lot Unit	Max Order Size	
Max Order Value	Settlement Currency	Trading Ourrency	
Daliuana Contract Size			

#### **Most Active Securities :**

Most Active Securities page is used to view the most active securities sorted in the order of volume or value. The security details are updated on-line.

- Click Market Inquiry and then on Most Active Securities. Alternatively, press Shift + F10. The Most Active Securities page is displayed.
- 2. Select the **Exchange** (NSE, BSE, MCX, NCDEX or MCXSX) and the **Instrument** type in the list. When you select the Exchange as BSE, you need to type the Group.
- 3. Select Volume or Value.
- 4. Click Submit.



Contract	Info Most Active Top Ga	iners & Market Kovernent C	onnection	Total Deposit -874.00
Most Active Securities				008
Exchange NSE CASH	Instrument: EQUITIES 🔻 Group:	Volume Value Submit		
Toff 🎾 🕻		Â		
Scrip Code	Scrip Details	Volume (in 000's)	Value (in Lacs)	LTP
760	CROMPGREAV EQ	73799.94	142500.30	193.20
3594	UNITECH EQ	47005.17	8954.48	19.50
25750	RASOYPR EQ	33844.53	978.11	2.75
11460	JPASSOCIAT EQ	28314.54	8199.89	29.90
212	ASHOKLEY EQ	14976.69	7713.00	51.40
14732	DLF EQ	11709.16	17617.60	151.90
1363	HINDALCO EQ	10547.76	18290.86	174.95
13528	GMRINFRA EQ	7449.10	1496.52	20.05
11763	JPPOWER EQ	7304.82	945.97	13.15
2882	RELCAPITAL EQ	6853.49	35478.45	521.55

#### **Top Gainers Losers:**

Top Gainers Losers page is used to view the top ten gainers and losers sorted in the order of the percentage change with respect to LTP for various instrument types. The security details are updated on-line.

- Click Market Inquiry and then on Top Gainers Losers. Alternatively, press Ctrl + F10. The Top Gainers Losers page is displayed.
- 2. Select the **Exchange** (NSE, BSE, MCX, NCDEX or MCXSX) and the **Instrument** type. When you select the Exchange as BSE, you need to type the Group.
- 3. In the **LTP Between**, type the minimum and maximum range of the required last traded price.
- 4. Select Gainers or Losers.
- 5. Click Submit.



Contract Info	Most Active Securities	Top Gainers & Market Losers Movement	Connection Info	Deposit
Top Gainers & Losers				• • • •
Exchange NSE CASH 🔻 Ins	trument: EQUITIES 🔻 Group:	Gainers Losers Submit		
Toff 🎾 🕻				
Scrip Code	Scrip Details	Close Price	LTP	% Change
16833	BIRLACOT EQ	0.10	0.15	+ 50.00
8285	ANTGRAPHIC BE	0.20	0.25	+ 25.00
19937	KILITCH EQ	35.35	42.40	+ 19.94
15093	RMCL EQ	31.60	37.75	+ 19.46
8975	PARASPETRO BE	0.30	0.35	+ 16.66
14942	NAGREEKCAP EQ	18.60	21.45	+ 15.32
14917	TAKE EQ	47.75	54.70	+ 14.55
15174	TRIL EQ	191.05	216.50	+ 13.32
3321	SPMLINFRA EQ	76.00	86.00	+ 13.15
30023	ATULAUTO EQ	456.70	506.45	+ 10.89

#### **Market Movement:**

Market Movement displays half hourly movement of a particular scrip or contract during a trading session.

- 1. Click Market Inquiry and then Market Movement.
- 2. Select Exchange.
- 3. Select Instrument Type.
- 4. Enter Symbol.
- 5. Select Scrip.
- 6. Click (<sup>++</sup>). The details of the selected scrip are populated in the Market Movement page.
- 7. Click **Export to Excel** icon to export details in an excel sheet.
- 8. Click 📥, to print the report.



Cont	ract Info Most Active Securities	Top C Loser	ainers Market s Moven	ent of I	Connection		Total Deposit -874.00
Market Movement							
NSE 🔻 EQUITIE	es 🔻 Symbol	▼	+ x				
NSE EQUITIES INDIANB	EQ						
TOFF 🎠 💽	Drag a column here to group	by that column					
Time	Open	High	Low	Close	ATP	Total Traded Qty	Total Traded Value
09:30:00	181.15	184.20	181.15	184.00	183.69	3033	557146.60
10:00:00	184.00	184.80	183.60	184.50	184.29	7682	1415781.55
10:30:00	184.50	184.80	183.65	183.80	184.13	12805	2357816.50
11:00:00	183.80	184.00	183.25	183.25	183.88	11507	2115970.80
11:30:00	183.25	183.45	183.20	183.40	183.32	2883	528539.15
12:00:00	183.40	183.40	183.00	183.40	183.07	3638	666044.60
12:30:00	183.40	183.40	183.00	183.05	183.05	3163	579009.45
13:00:00	183.05	183.30	183.00	183.00	183.01	1691	309483.00
13:30:00	183.00	183.35	183.00	183.30	183.19	876	160474.40
14:00:00	183.30	183.40	182.05	183.25	182.94	3390	620183.15

#### **Connection Information :**

Connection Info provides details of the logged on user whenever required. Click **Market Inquiry** and then on **Connection Info**.

	ontract Info Most Active Top Gainers & Losers	Market Movement	Connection Info
Connection Info			0 • 8
	Drag a column here to group by that column		
User Id	Date & Time	Status	IP Address
SHP001	27 Nov 2014 11:48:26:000	LOGIN	111.118.241.54
SHP001	27 Nov 2014 11:48:25:000	LOGOUT	111.118.241.54
SHP001	27 Nov 2014 11:22:18:000	LOGIN	111.118.241.54



#### **Trade History :**

Trade History maintains a log of transactions occurred for the last 15 days. It displays trade details occurred during the said transaction period. The trades for the current day are indicated with a star (\*) prefixed to the symbol.

- 1. Click Market Inquiry and then Trade History.
- 2. Select Exchange.
- 3. If required, alter the **From Date**. The date should be entered in the **DD/MM/YYYY** date-style.
- 4. If required, alter the To Date. The date should be entered in the DD/MM/YYYY date-style.
- 5. Enter Symbol.
- 6. Click **Submit**. The Trade History page is displayed with details.
- 7. Click **Export to Excel** icon to export details in an excel sheet.
- 8. Click 🖲, to **print** the report.

	nnection o		Broker Info	Index Details	C B M	ichange aster	-		Total E	Deposit 1.00
TradeHistory										
Exchange NSE CAS	SH 🔻 F	rom Date 1	2-Nov-14 🕤 To Date 27-Nov-14 🕤 Sy	mbol: apollo S	ubmit					_
				~			_	_	_	
TOFF 🌽 🖸	Drag		ere to group by that column							_
Date & Time	W-	Tr.No.	Scrip Description	Ex.Ord.No.	Ord.No.	B/S	Qty.	Price	Product Type	Misc
11/12/2014 15:2	20:02	2588208	NSE EQUITIES APOLLOTYRE EQ 163	2014111205452408	20002	В	1	240.85	DELIVERY	

## **Transfer Fund**

#### **To Broker Account :**

To Broker Account in Fund transfer facilitates to increase the Limit/Exposure of trading by online transfer of funds to Broker's account.

- 1. Click on Transfer Fund, the <u>Transfer Fund page</u> is displayed. Then click on **To Broker Account**.
- 2. Select a **Product Type** and **Bank** to transfer payment.
- 3. Enter Amount to transfer.



- 4. If required, click **Clear** to clear the details.
- 5. Click **Submit**. The bank's website is displayed.
- 6. Type User Name and Password.

Transfer Fund		
To Broker Account	To Client Account Funds Report	
Transfer Fu	id - To Broker Account	
Product:	TRADING V	
Bank:	Select Bank 🔻	
Amount:		
	Submit Clear	
Click Here to \	iew all the Banks available for Fund Transfer	

On completion of transaction, a confirmation note bearing bank's reference number is received. Follow up with the bank using this number for any queries.

#### Withdrawal (To Client Account) :

To Client Account in fund transfer facility is used to make fund withdrawal request from Broker.

- 1. Click on Transfer Fund, the Transfer Fund page is displayed. Then click on To Client Account
- 2. Select Product Type.
- 3. Enter **Amount** to transfer.
- 4. Enter Narration details.
- 5. Disclaimers Notification details is provided by member.
- 6. Click Submit.
- 7. If required, click **Clear**, to clear the details.

On completion of transaction, confirmations note bearing Transaction reference number is received. Follow up with the broker using this number for any queries.



Transfer Fund			
To Broker Account To Client Account Funds Report			
Transfer Fund - To Client Account			
			V V
	Select Product :	Select Product 🔻	
	Amount :		
	Narration :		
	Disclaimers Notification :		
			4
		Submit Clear	

#### Fund Withdrawal Cancellation :

Fund Withdrawal allows user to cancel withdrawal request before cut off time.

- 1. Click **Transfer Fund** and then on **Fund Withdrawal Cancellation**. The <u>Transfer Fund Funds</u> <u>Withdrawal Cancellation page</u> is displayed.
- 2. Select **All**, to view all details.
- 3. Select Date, to view date wise details.
- 4. Select From and To Date.
- 5. Select Status as Pending, Cancelled or Accepted.
- 6. Click **Submit**. The <u>details</u> based on the selected criteria are displayed in the Transfer Fund Funds Withdrawal Cancellation page.
- 7. Click **Cancel** link, to cancel a Pending request available in front of All Pending Transaction.
- 8. Fund Withdrawal Cancellation details can be viewed in an Excel sheet by clicking Excel symbol



9. Fund Withdrawal Cancellation details can be printed by clicking **Print** symbol ( $\stackrel{\triangleright}{\sim}$ ).



## **Password Settings**

Password Settings allows changing password related details like Secret Question and Secret Answer.

- 1. Click **My Account** and then on **Password Settings**. The <u>Password Settings page</u> is displayed.
- 2. Enter **Password**.
- 3. Select **Secret Question** from the drop-down list.
- 4. Enter Secret Answer.
- 5. Click Submit.

Trading Market In	quiry Tools Transfer Fund My Account
Pa	ssword ttings Change Password Back-Office
Password Settings	÷ 😣
You have not reg password utility.	istered your secret question and answer for Forgot Kindly register for the same
Password	
Secret Question	What's my pet's name?
Secret Answer	•••••
	Submit Cancel



## **Online Help Desk**

For any questions or problems faced by the client, he can create a mail explaining his requirement through our Online Help Desk customer support service from our website <u>www.shareshoppe.in</u>

Higher management directly monitors the tickets raised here and hence the client can expect a faster resolution when you avail this service.

For this you need to call and mail us at the below mentioned contacts. 0731 - 66 88 088 support@shareshoppe.in

CHEERS!