1 Introduction

BOCI Futures Trading Application (Futures Xpress) provides a platform for customers to place orders, review portfolio and acquire market data information. This document demonstrates the functions of the application.

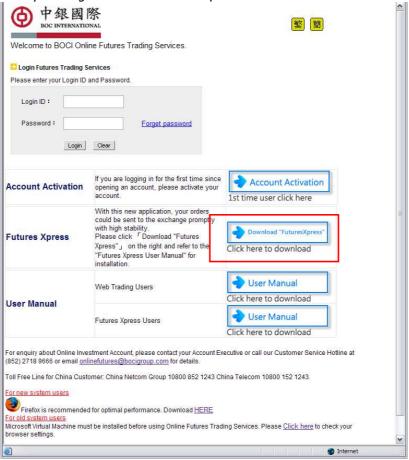
2 Login

2.1 Logging In

1. Visit our website http://www.bocionline.com and click "Futures A/C Login" button.



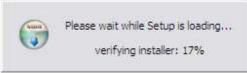
2. Install Futures Xpress by clicking "Download Futures Xpress" below:



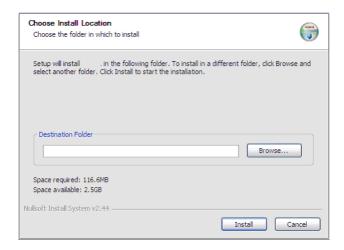
- 3. Futures Xpress installation procedure as following:
 - 1) Click the web link "Download Futures Xpress" on the top right corner to download the file



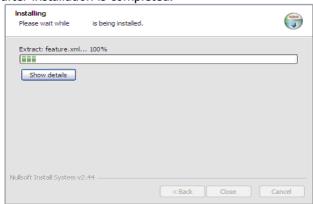
- 2) Click "Save" and save to destination folder.
- 3) Please click "Open Folder" button when download is finished. Double click icon under the destination folder to launch Futures Xpress installation.



4) Set the destination by clicking on "Browse..."



5) Click "Install" button and wait until the program completes installing. Click "Close" button after installation is completed.





- 6) Double click the icon on your desktop to launch Futures Xpress: X5 DC (2.1.0)
- 7) Network Connection dialog box will be shown, if you do not need to set network connection please click "No" and log into the system.



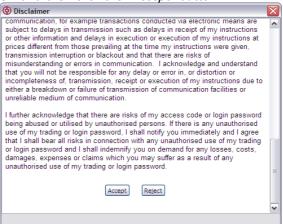
8) Click "Yes" button to popup proxy setting message box.



4. Choose your Language Select the language for the Trading Application at the top of the box.



5. Read through the "Disclaimer" and then click the "Accept" button.



6. Disclaimer on Online Global Futures Trading will be shown.



7. Read through the "Disclaimer" and then click the "Accept" button. The Disclaimer for Global Futures will be only shown once during the first login.



*If user has clicked on the "Reject" button, the user will not be able to use Futures Trading Application.

2.2 Forget Login Password

If users forget the login password, click the link "Forget Password" to reset.



Step 1: Enter the account details including *HKID* or *Passport Number*, *Account Number* and *Login ID* and then click the "*Wext*" button.



Step 2: Enter a new Login Password and re-enter it in "Re-Enter Login Password" then click the "Next" button.



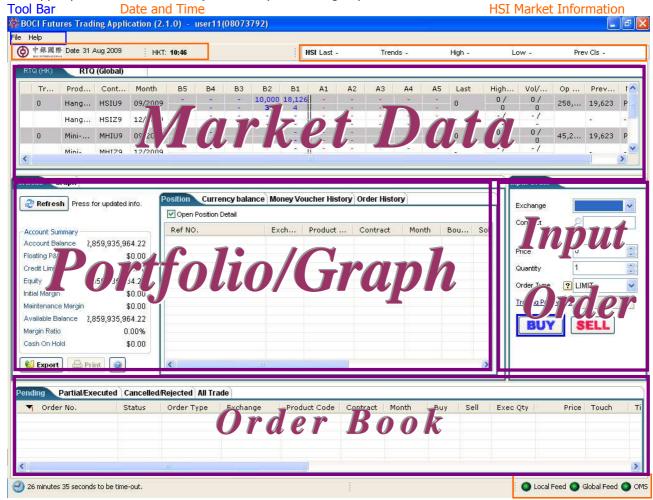
Step 3: The new login password has now been activated and you can login to the system with the new password.



3 Market Data

Real-time Quote

The upper part is the "Real-time Quote" of a predefined group of futures contracts.



System Health Indicator bar

The Futures Xpress main window consists of:

Toolbar

"File" and "Help" options are for clients to set the preferences.

• Date and Time

Showing the current Hong Kong date and time.

• System Health Indicator bar

The System Health Indicator bar is used to indicate the real-time connection between client terminal and the system's local feed (Hong Kong market), and OMS (for order system service) service respectively.

Green represents the connection is healthy.

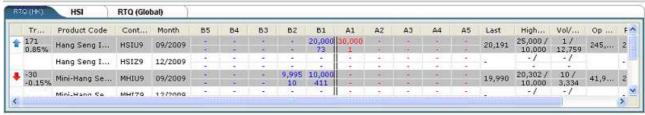
Red represents connection lost.

HSI Market Info bar

The HSI Market Info bar displays the real-time HSI market information.

3.1 RTQ (Default)

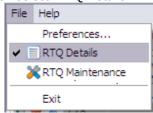
The RTQ (HK) Tab is used to show real-time market data such as the best five bid/ask prices and quantity, last executed price, day high, day low, last turnover, daily turnover, opening price, previous closing price, market status, etc in Hong Kong. The RTQ (Global) Tab shows the real-time market data on Global Futures. Users can create new contract groups inside each new tab and for the RTQ (Global) Tab by choosing "RTQ Maintenance" by right clicking in Market Data view or going to "Files" on the left top corner of the main window. Refer to chapter 3.3 Maintenance below.



3.2 Detail

Method 1:Go to: File - RTQ Details

Method 2: Right click Market Data view then select "RTQ Details".



Showing/hiding the best five bid/ask contracts quantity

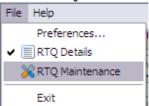
The best five bid/ask contracts quantities can be shown/hidden by selecting/de-selecting the "Details" check box in the Price Information View



3.3 Maintenance

Method 1: Go to: File - RTQ Maintenance

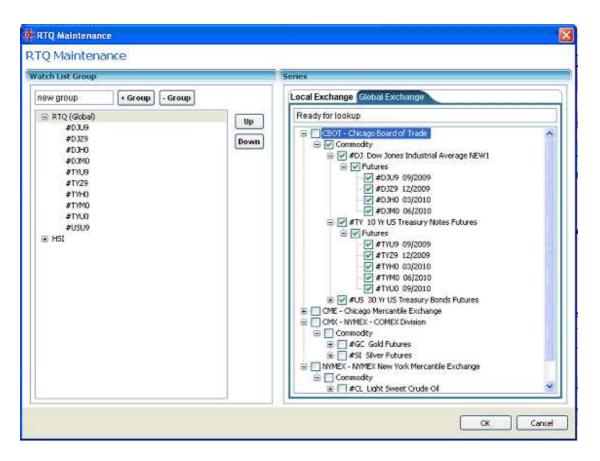
Method 2: Right click Market Data view then select "RTQ Maintenance".



RTQ Maintenance Window

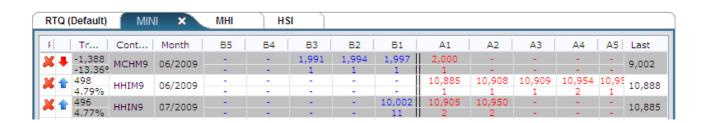
The RTQ Maintenance window is used to maintain the groups and contracts in the Market Data View. To open this RTQ Maintenance window, right click in the Market Data View then select Maintenance.

The left hand side of this window is the RTQ Group showing the current user setup; while the right hand side is the Series List showing all available contracts.



Create/Remove groups and contracts in a New Tab

- (i) Steps to add a group
 - 1. Input the group name. E.g.: MINI
 - 2. Click the + Group button
 - 3. An empty group with the name MINI is created
 - * The Empty RTQ (Global) Tab is already given;
- (ii) Steps to remove a group
 - 1. Select the group to be removed from the left hand side of the RTQ Maintenance window
 - 2. Click on the Group button
 - 3. The selected group is removed
- (iii) Steps to add/remove contracts to/from a group
 - 1. Select the group from the left hand side of the RTQ Maintenance window
 - 2. Select/de-select contracts on the right hand side of this window
 - 3. Contracts are added/removed to/from the selected group



The following information are shown in the Market Data table:

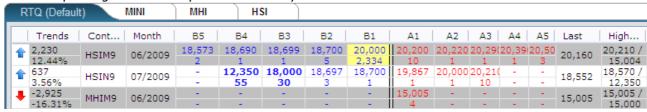
Column	Description	
Remove	Click to remove a contract from a group (Will only be shown in the tab which client created.)	
	Contract moving trend (Up	
Trends	Difference between the last price and previous closing price in points and percentage	
Contract	Name of the contract	
Month	Month and year of the contract	
B1-B5 (Local)	(Local) Best five bid prices and total quantity. A.O represents Auction order.	
A1-A5 (Local)	(Local) Best five ask prices and total quantity. A.O represents Auction order.	
Last	Last traded price.	
High/Low	The highest / lowest traded price during the day	
Vol/Turn	Turnover of the last trade/Turnover during the day	
Op Interest	Open interest number	
PrevCls	Previous closing price	
Mkt	CLOSE Mark PREOPEN Pre-C OPENALLOC Oper PAUSE Mark	et opens for trading et closed Opening period In Allocation period et pause Opening Allocation period

4 Input Order/Order Book

4.1 Input Order

Located at the middle right side is the "Input Order" where users can place order.

1. Click on one of the prices in the "Market Data" view, the "Input Order" view will be filled with the corresponding contract and price automatically.



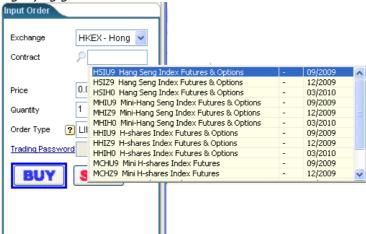
Or you can enter the details in the "Input Order".



I) To choose a contract, you may first choose the *Exchange* of the Contract.



II) Next, click on the *magnifying glass* allows a list of *Contracts* that are listed under the Exchange.



III) If that Contract has a ticket size, it will show the size inside the red box next to the "Price".



2. Enter *Quantity* and choose the *Order Type* from the drop down menu.

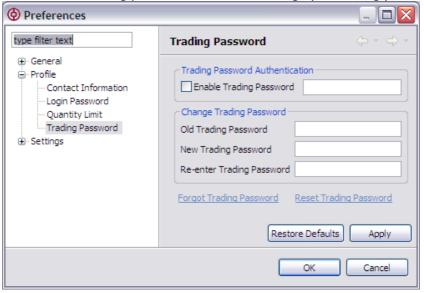


Field	Description	n
Order Type	Choose one Limit FILL and KILL	of the followings: Orders will be executed at the specified price "Fill and Kill" order is an order that tries to be filled for as much quantity as possible up to the specified quantity, and the remainder will be cancelled
	FILL or KILL	"Fill or Kill" order is an order that must be filled for the exact quantity specified, or otherwise the entire order will be cancelled
	Auction	Auction order is an order where a bid/ask price is not specified during the Pre-Market Opening Period

3. Enter the *Trading Password* and choose "Buy" or "Sell" button.



The trading password can be disabled in the "Preference" menu if you wish not to enter the trading password every time when you place order. By clicking the Trading Password link will bring up the Preferences window where you can enable/disable the trading password function and change your trading password.



4. The order confirmation is displayed. Click "Confirm" if the information shown in correct.





5. After an order is placed, it can be found in the "Order Book" Tabs. Status from "Wait" to "Queue" and "Fill"



After a limit order is submitted, you should see a new order added to your Order Book with *Status* "Queue". After an auction order is submitted, you should see a new order added to your Order Book with *Status* "Queue" and *Price* "A.O"

After a Fill and Kill order is submitted,

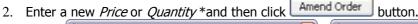
- 1. If no execution is returned from exchange, a new order with status "Cancel" is added to your Order Book view.
- 2. If partial execution is returned from exchange, a new order with status "Fill" and Exec Qty smaller than Buy/Sell is added to your Order Book view.
- 3. If the order is executed in full, a new order with status "Fill" and Exec Qty equals Buy/Sell is added to your Order Book view.

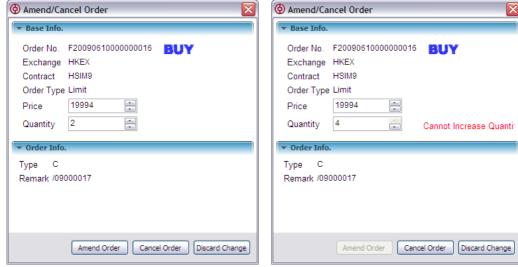
After a Fill or Kill order is submitted,

- 1. If no execution is returned from exchange, a new order with status "Cancel" is added to your Order Book view.
- 2. If the order is executed in full, a new order with status "Fill" is added to your Order Book view.

4.2 Amend Order

1. In the "Order Book" view, users could double click the order to modify the order.





- 3. Click "Discard Change" to cancel all changes.
- * Note1: Orders can be amended only if they are in the status "Queue" or "PFill".
 - Note2: Only quantity reduction is allowed when amending quantity

Note3: When amending the *Price*, the original order will be cancelled and the amended order will be requeued in the exchange.

4.3 Cancel Order

- 1. In the "Order Book" view, users could double click the order to cancel order.
- 2. Users review their orders and then click Cancel Order button to cancel order.



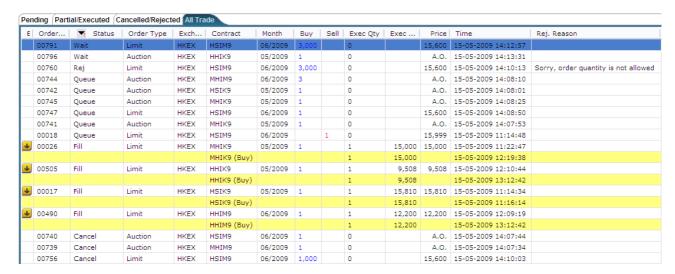
- 3. When the order is cancelled, the status of the order is changed to CANCELLED.
- 4. Click "Discard Change" to cancel all changes.

*Note: Orders can be cancelled only if they are in the status "Queue", "PFill", or "CA".

4.4 Order Book Enquiry

Users can click "Order Book" tabs to check the status of order placed.

The Order Book is used to view all orders submitted by you and your AE. Information in this Order Book will be updated in real-time.



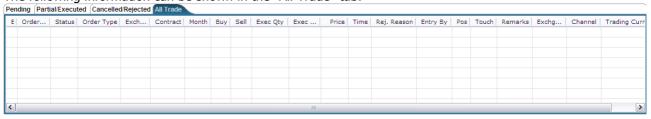
Notes: Columns in this table can be customized (add/remove columns and re-arranged order) in the preference window.

E.g. click on column "Status" then orders will be sorted by status.



4.4.1 All Trade Tab

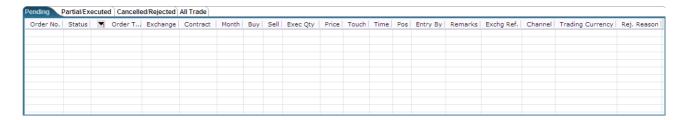
The following information can be shown in the "All Trade" tab:



Column	Description	
Trade Details	■ To show execution details	
	■ To hide execution details	
Order No.	Unique order number	
Status	Current status of the order.	
	3.73.73.33.33.33.33.7	
	Wait Order is sending to exchange	
	CA Waiting for credit approval	
	Queue Order is placed in market	
	Cancel Order is cancelled	
	Fill Order is fully executed	
	PFill Order is partial executed	
	Amend Order amendment is sending to exchange	
	Rej Order is rejected	
	Pend Order is pending to be sent to exchange (for Up	
	Trigger, Down Trigger or OCO order only)	
0.1. =	Cwait Order cancellation is sending to exchange	
Order Type	Order type: Limit, Auction, Fill and Kill, Fill or Kill	
Exchange	Trading exchange	
Contract	Contract name	
Month	Contract month	
Buy	Number of buy contract	
Sell	Number of sell contract	
Exec Qty	Number of executed quantity	
Exec Price	Executed price	
Price	Order price	
Touch	Touch price	
Time	Order time	
Entry By	User code indicating who inputted the order	
Remarks	Remarks	
Exchg Ref.	Reference number from the relative exchange	
Channel	Submission channel: Terminal, Internet, or Manual	
Trading Currency	Trading currency	
Rej Reason	Reject reason	

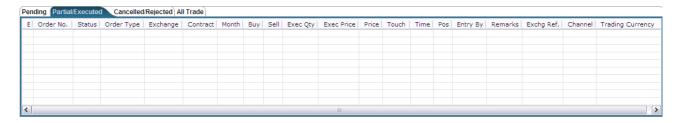
4.4.2 Pending Tab

Only pending orders (status=Wait, CA, Queue, PFill, Amend, Auction, Pend or Cwait) will be shown in the "Pending" tab.



4.4.3 Partial/Executed

Executed or partially executed orders (status=Fill or PFill) will be shown in the "Partial/Executed" tab.



4.4.4 Cancelled/Rejected

All cancelled or rejected orders (status=Cancel or Rej) will be shown in the "Cancelled/Rejected" tab.



Notes: Columns in these tables can be customized (add/remove columns and re-arranged order) in the preference window.

5 Client Portfolio

In the "Portfolio" Tab, users could check the account summary, "Position", "Currency balance", "Money voucher history", and "Order History".

This section is on the left hand side of Client Portfolio view. The following information is shown:

Account Balance
Floating P/L
Credit Limit
Credit Limit
Client's credit limit amount
Client's tetal against

Equity Client's total equity

(Equity = Account Balance + Floating P/L + Credit Limit)

I. MarginM. MarginAvailable BalanceInitial marginMaintenance marginClient's available balance

Cash On Hold Cash on hold

5.1 **Position**

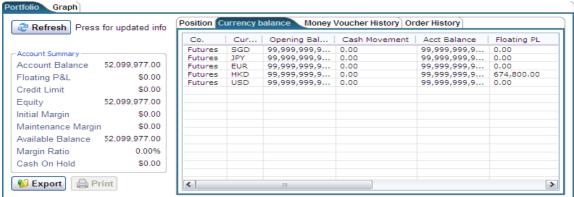
It displays the open positions together with intra day transactions and they are grouped by different contracts.



The position summary of each contract is highlighted in yellow. If you would like to view the summary only, deselect the *Open Position Detail* checkbox.

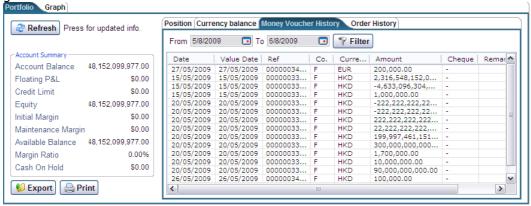
5.2 Currency Balance

It shows the account balance of all currencies. In order to reflect the purchasing power, the *Available Balance* includes all foreign currency in terms of Hong Kong Dollar and it also includes the funding in Stock Option Account. To avoid paying interest due to insufficient fund, please contact your Account Executive to transfer fund or FX after trades.



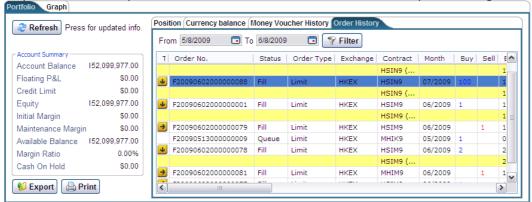
5.3 Money Voucher history

It shows the money voucher records that have been made in the previous month. Users can set the date range if they want to enquire the records that are within one year. Click "Print" then a PDF report will be generated.



5.4 Order History

It shows the order history records in the previous month. Users could set the date range if they want to enquire the records up to three months time. Click "Print" then a PDF report will be generated.



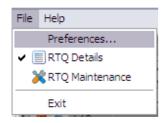
6 Graph

Selecting the "Graph" tab and choosing the contract on the "market data" tab will show the index chart.



You could also use $^{\circ}$, $^{\checkmark}$, buttons to draw, erase, or show HS I line to self-defined the graph.

7 Preference



To setup your own preferences:

- 1) Go to File > Preferences...
- 2) The Preferences Window will be displayed.



- 3) Set your own preference
- 4) Click the button

There are three main sections in "Preferences" view. "General", "Profile", and "Settings".

7.1 "General" section

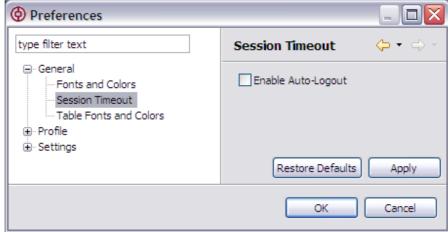
7.1.1 Fonts and Colors

User may define the view background color, foreground color (i.e. font color), and font in this General > Fonts and Colors Preference page. Settings in this page will be applied to all views.



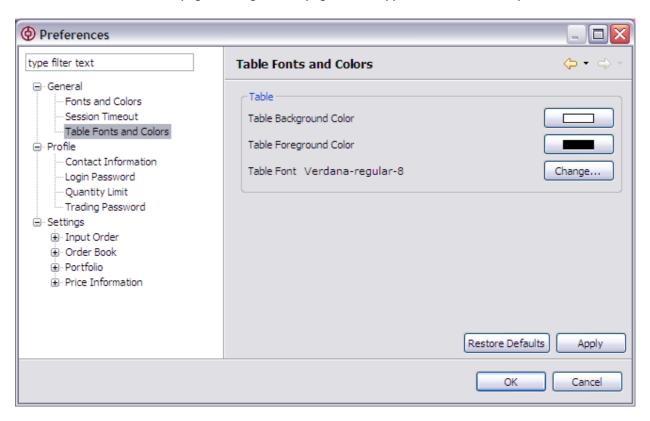
7.1.2 Session Timeout

The applications will logout automatically if the user is idle for 30 minutes. Users can disable this functions by un-ticking the check box of "Auto-Logout" and click "Submit".



7.1.3 Table Fonts and Colors

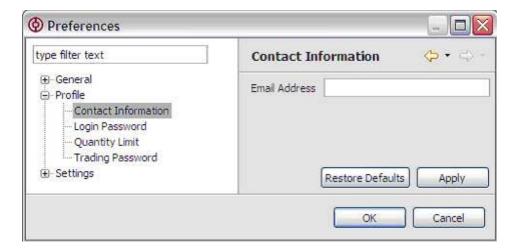
User may define the table background color, foreground color (i.e. font color), and font in this General > Table Fonts and Colors Preference page. Settings in this page will be applied to all views except the Order Book view.



7.2 "Profile" section

7.2.1 Contact Information

It shows the registered email address of the user. Enter the *New Email Address* and click "*Submit"* to change the email address.



7.2.2 Login Password

Changing Login Password

Enter the Old Login Password, then enter and re-enter the new login password, then click "OK".



Forgot your login password

* Please refer to chapter 2.2

7.2.3 Quantity Limit

Enter a *New Quantity Limit* and click "*Submit*" to update setting. When *Quantity Limit* is set, the size of each order should be smaller then or equal to the "Quality Limit".



7.2.4 Trading Password



Trading Password Authentication

- 1. Click "Trading Password Authentication".
- 2. If "Enable Trading Password" is ticked, the trading password is required when submitting transaction.
- 3. To switch off the authentication, please untick the check box and enter the *Trading Password* and click "*Submit*".
- 4. Trading password is not required now when placing order.

Changing Trading Password

Enter the *Old Trading Password*, then enter the *New Trading Password* and re-enter the new password and click "*Submit*".

Forget Trading Password

Click on the link of "Forget Trading Password".

Step 1: Enter the account details including *HKID* or *Passport Number*, *Account Number* and then click the "Wext" button.



Step 2: The new PIN will be sent to your registered email address. Users can complete the trading password resetting process by using the PIN in "Reset Trading Password".



Reset Trading Password

Click the link of "Reset Trading Password".

Step 1: Enter the PIN which is shown in the forget trading password email.



Step 2: Enter a New Trading Password and re-enter the password and click "Next".

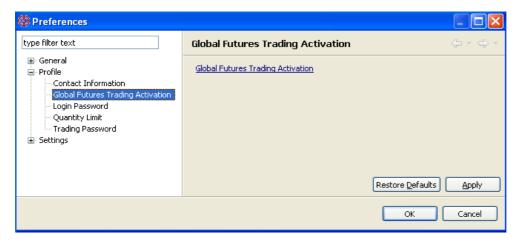


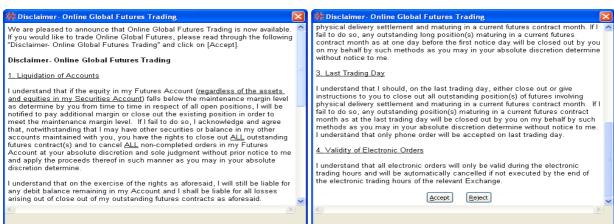
Step 3: New trading password would be activated and then click "Finish".



7.2.5 Global Futures Trading Activation

If customers wish to activate the Global Future Trading functions, simply click on "Global Futures Trading Activation", press "Accept" button after reading and understanding the relevant disclaimer.



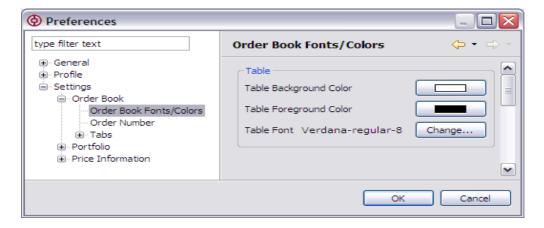


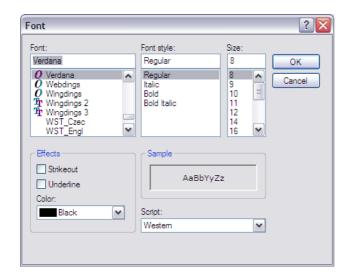
7.3 "Settings" section

7.3.1 Order Book

7.3.1.1 Order Book Fonts/Colors

You may define table background color, foreground color (i.e. font color), and font for tables in the Order Book view in the Order > View > Order Book > Table Fonts and Colors Preference page. Setting in this preference page will be applied to the Order Book view only.

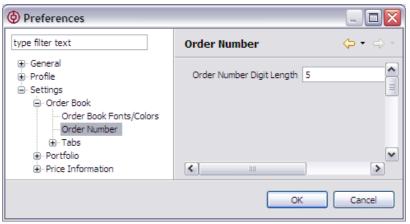






7.3.1.2 Order Number

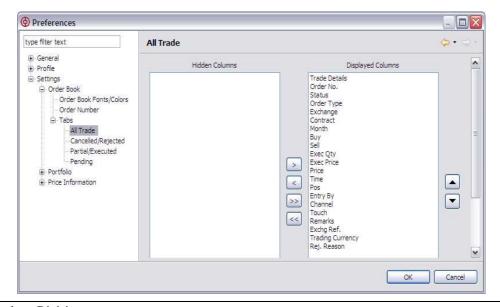
Order Number Digit Length- Number of digits to be shown in "Order No" column in the Order Book view. The default value is 5.



7.3.1.3 Tabs

You may define Order Book view — "All Trade" "Cancelled/Rejected", "Partial/Executed", and "Pending" tab's columns and their order

Highlight columns name the click or to move from "Hidden Columns" or "Display Columns"



7.3.2 Portfolio

You may define Portfolio view – "Currency Balance", "Money Voucher History", "Order History", "Position" tab's columns and their order

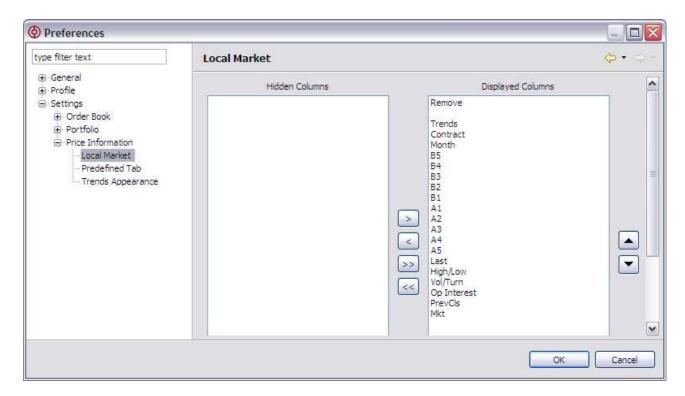
Highlight columns name the click or to move from "Hidden Columns" or "Display Columns"



7.3.3 Price Information

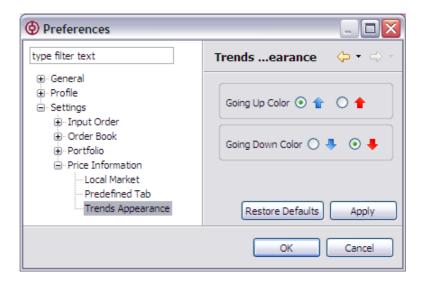
7.3.3.1 "Local Market" Tab

You may define Price Information view – "Local Market" and "Predefined Tab" tab's columns and their order Highlight columns name the click or sto move from "Hidden Columns" or "Display Columns"



7.3.3.2 "Trends Appearance" Tab

You may define the going up and going down color in Price Information view - "Trends Appearance"



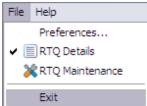
E.g. After select Going Down Color = Blue, Blue arrow will be shown when the market is going down.



8 Logout

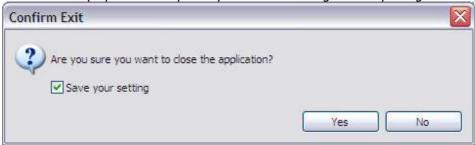
There are two methods to logout the application.

Method 1: Go to File > Exit



Method 2: Click on the top-right corner of the main window.

A Confirmation window will be displayed. You may save your current settings before you logout the system.



Notes: If you login the application in another computer, system will force the original application to be terminated and re-login window will be displayed.

Client needs to enter login password in order to login again.



If you click the close button "Shut Down Application" window will pop up.



Click NO to continue. Click YES to close the application.

9 Help

Go to File > Help



A Help window will be displayed. You may check the HKEX trading hours under this page.

