# iWeb User Guide

Version 1.1

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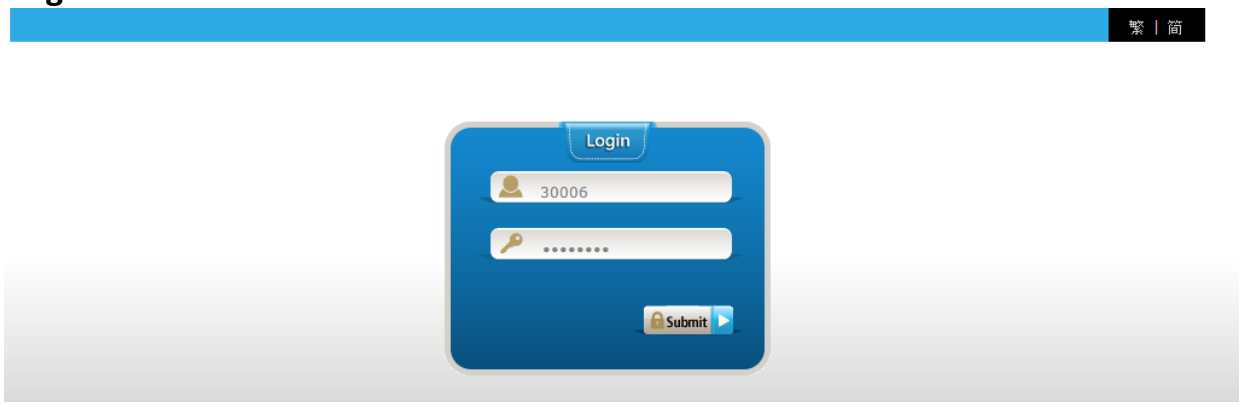
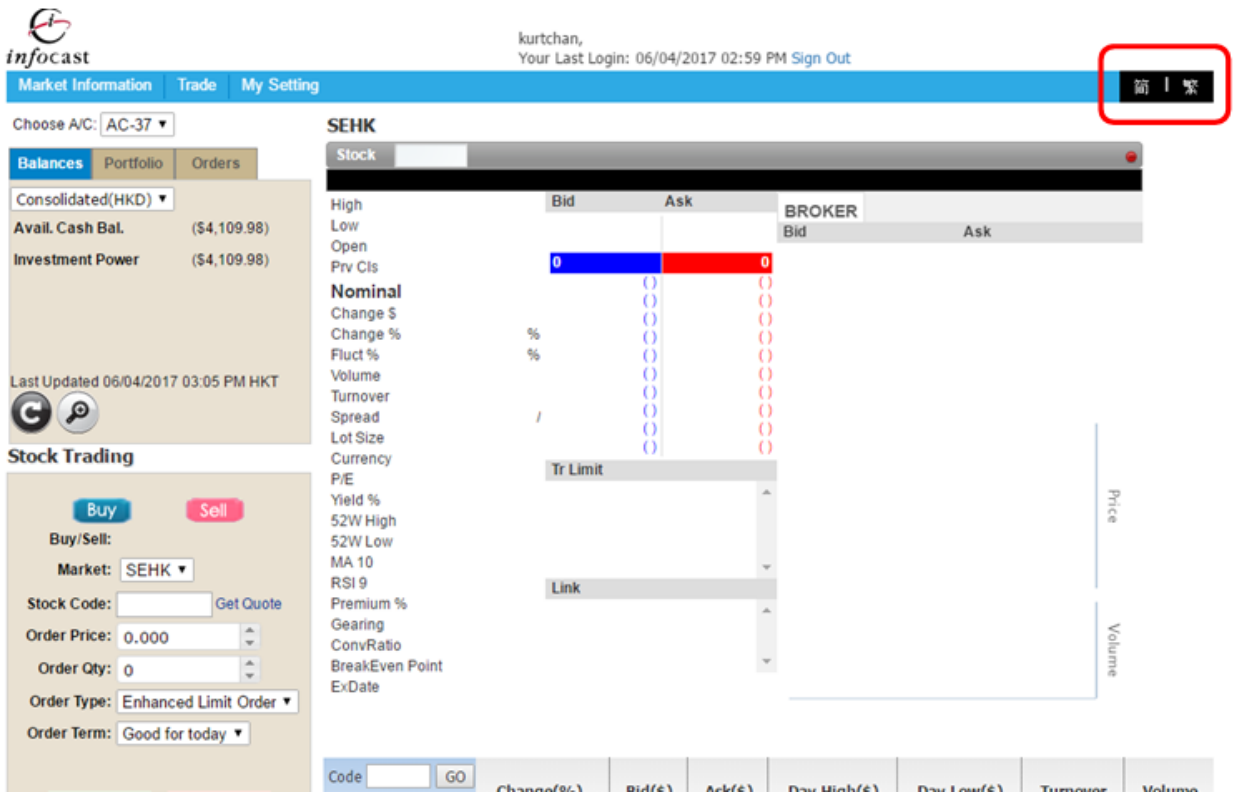
# 1. Login




- Enter Login ID
- Enter Password
- Click the Summit button Submit

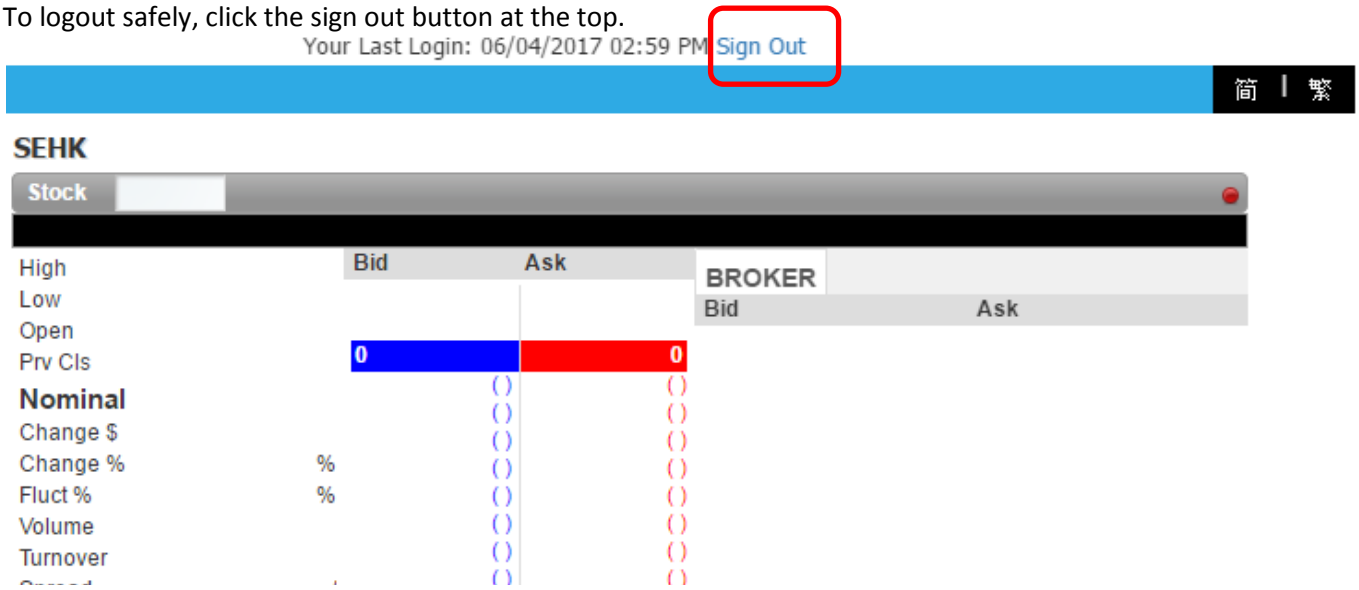
InvestTrade <iWeb> will be shown as followed：



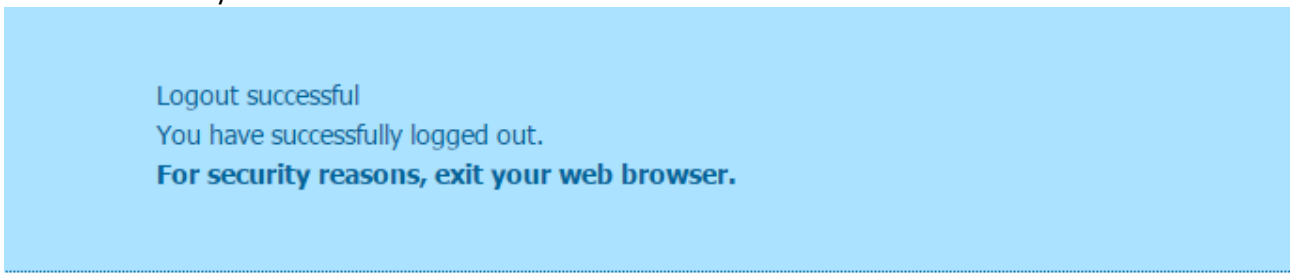

To select language, simply choose from the top right corner <ENG / 簡 / 繁>.

## 2. Logout

To logout safely, click the sign out button at the top.



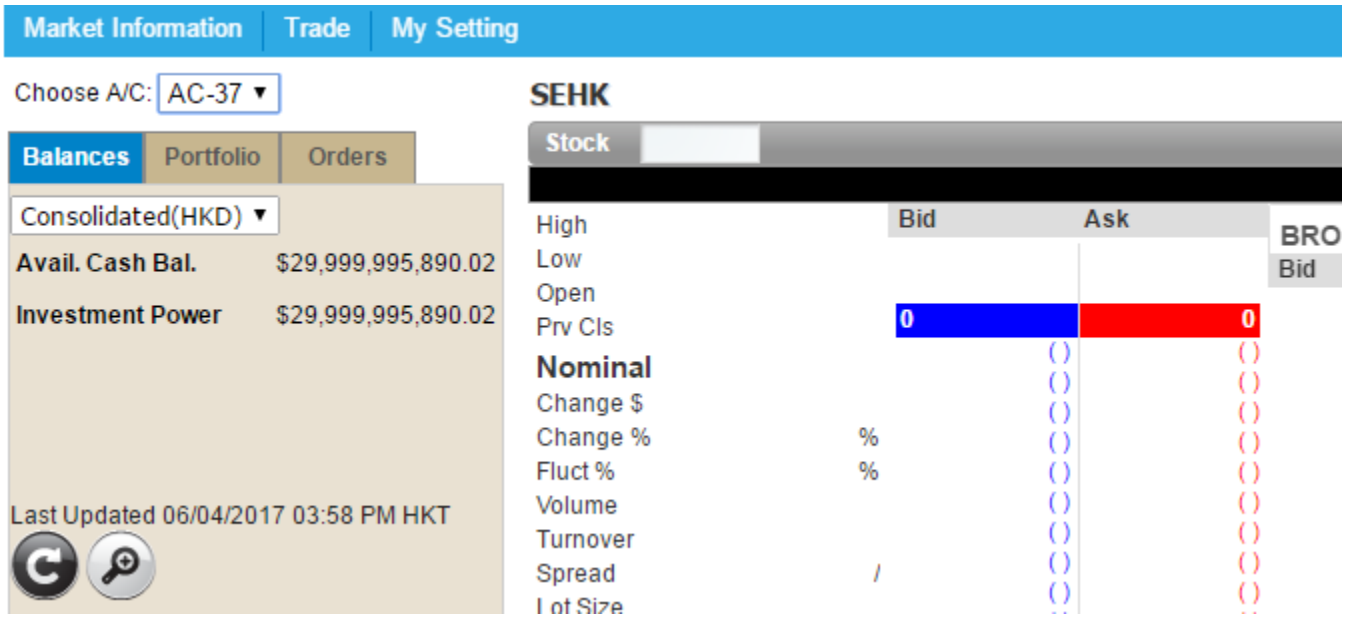

'Logout successful' means you have successfully logged out. It is recommended that you exit your web browser for safety reason.



# 3. Order Information View

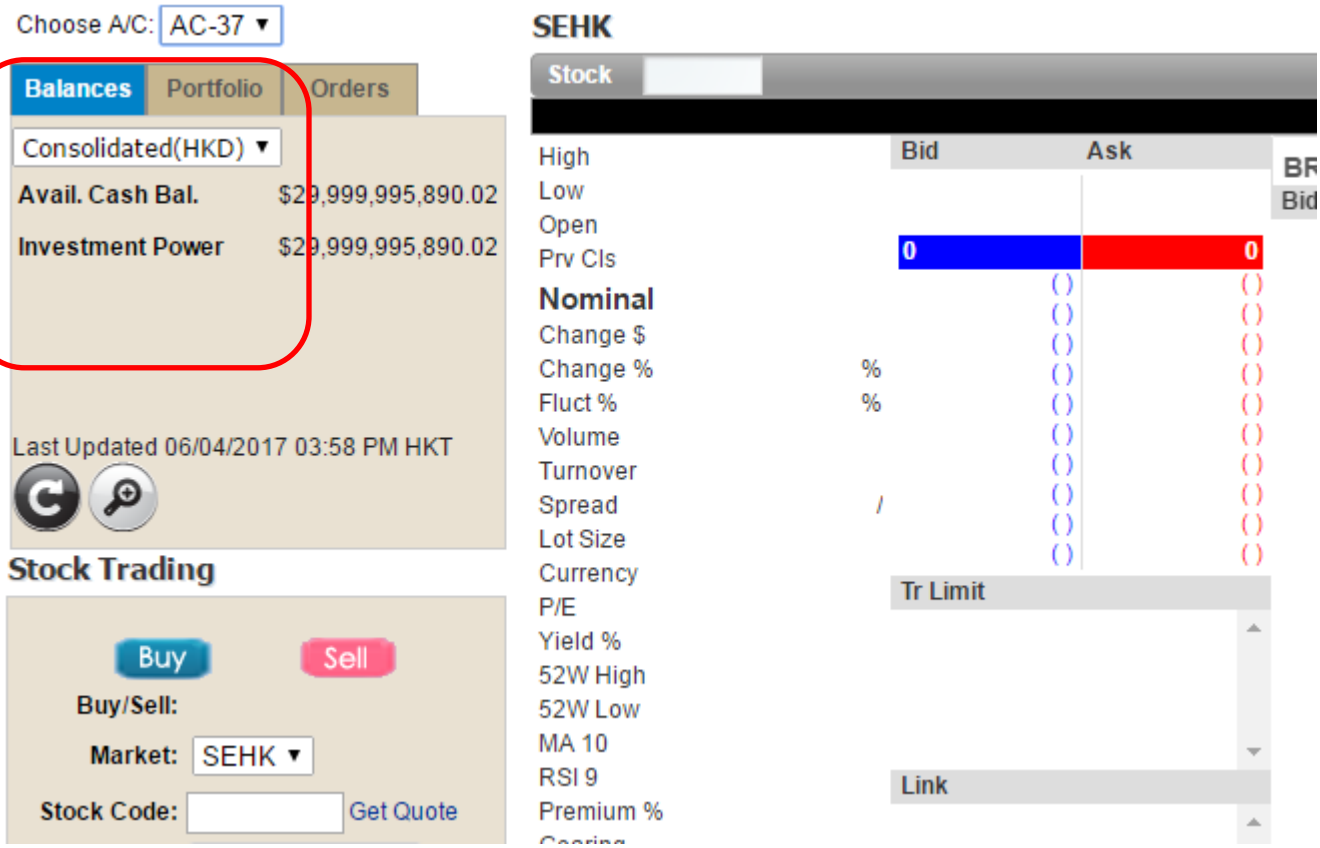
## 3.1 Choose Account

Choose your account. (You do not have other options if you only have one account.)



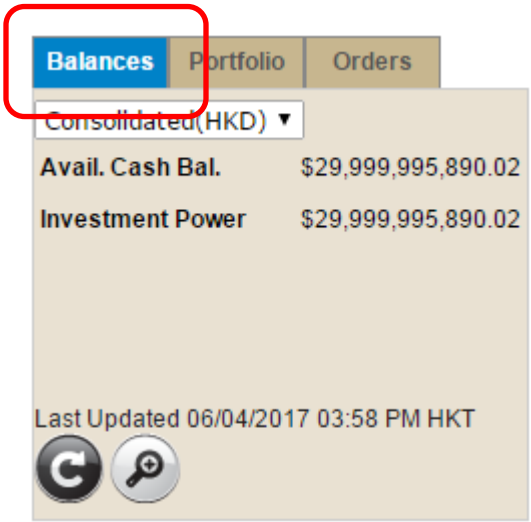
## 3.2 Balance / Portfolio / Orders

It shows the consolidated balance.



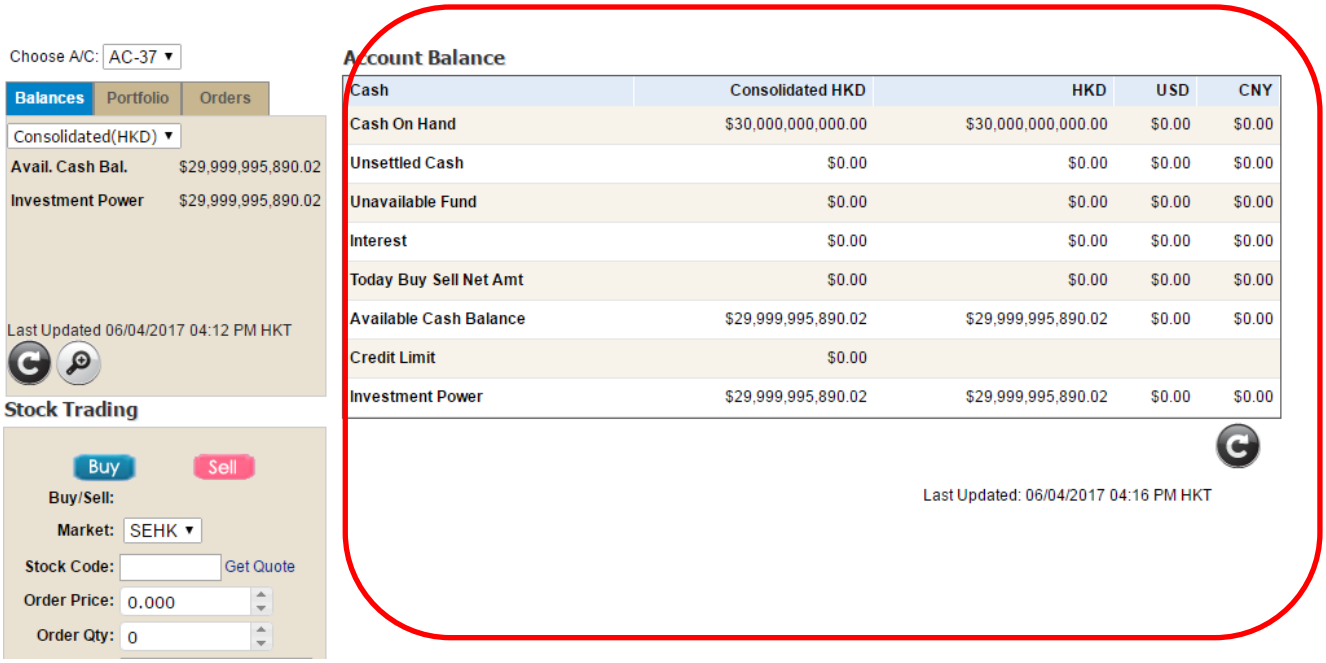

### 3.2.1 Balance

It shows the available cash balance and investment power.



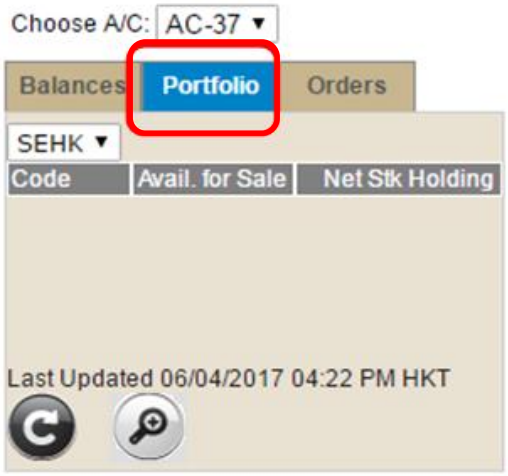

Refresh button

It shows the account balance details at the right hand side.



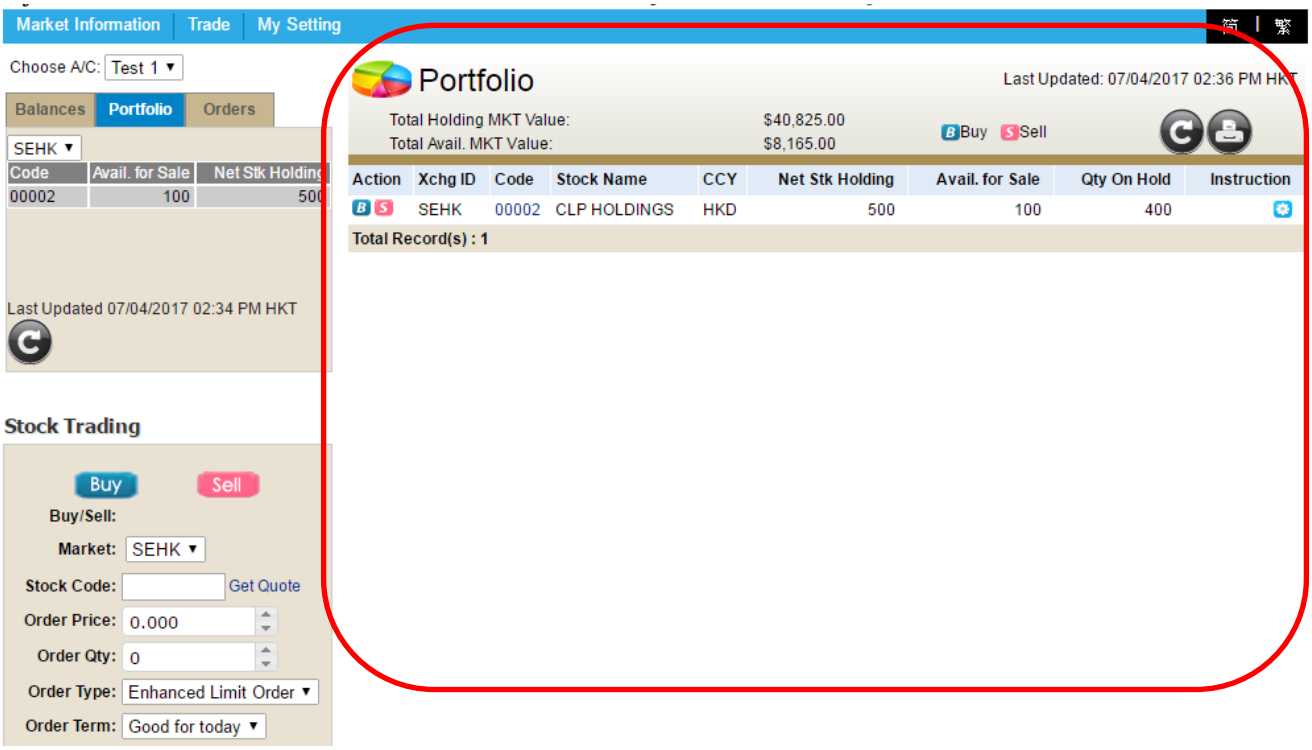

## 3.2.2 **Portfolio**

It shows 5 portfolios (by ascending stock code).



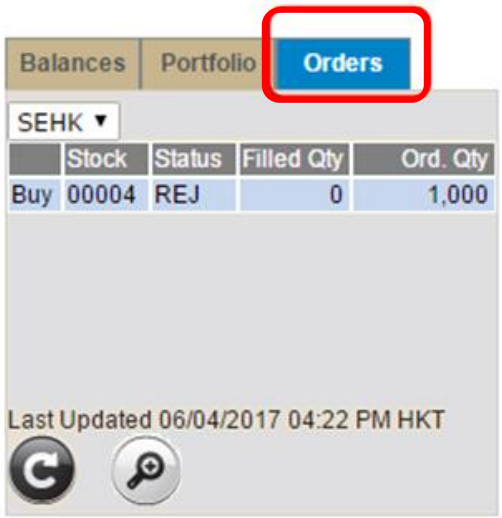

Refresh button

It shows all portfolio details on the right hand side as followed.



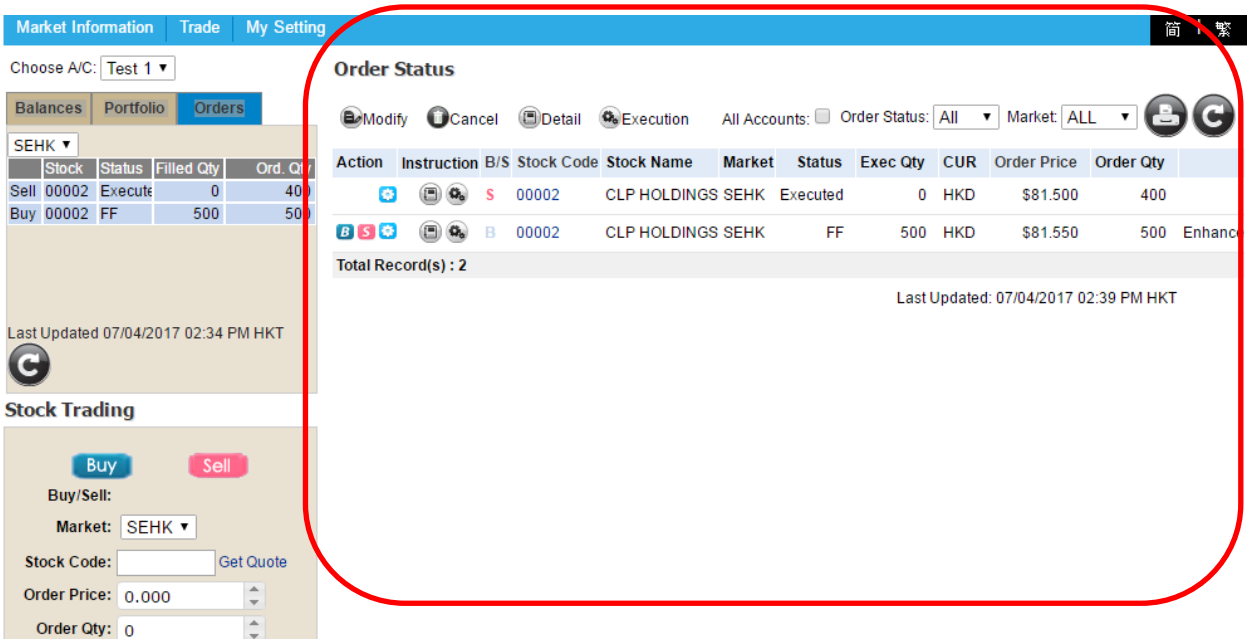

## 3.2.3 **Orders**

It shows the 5 latest orders.




Refresh button

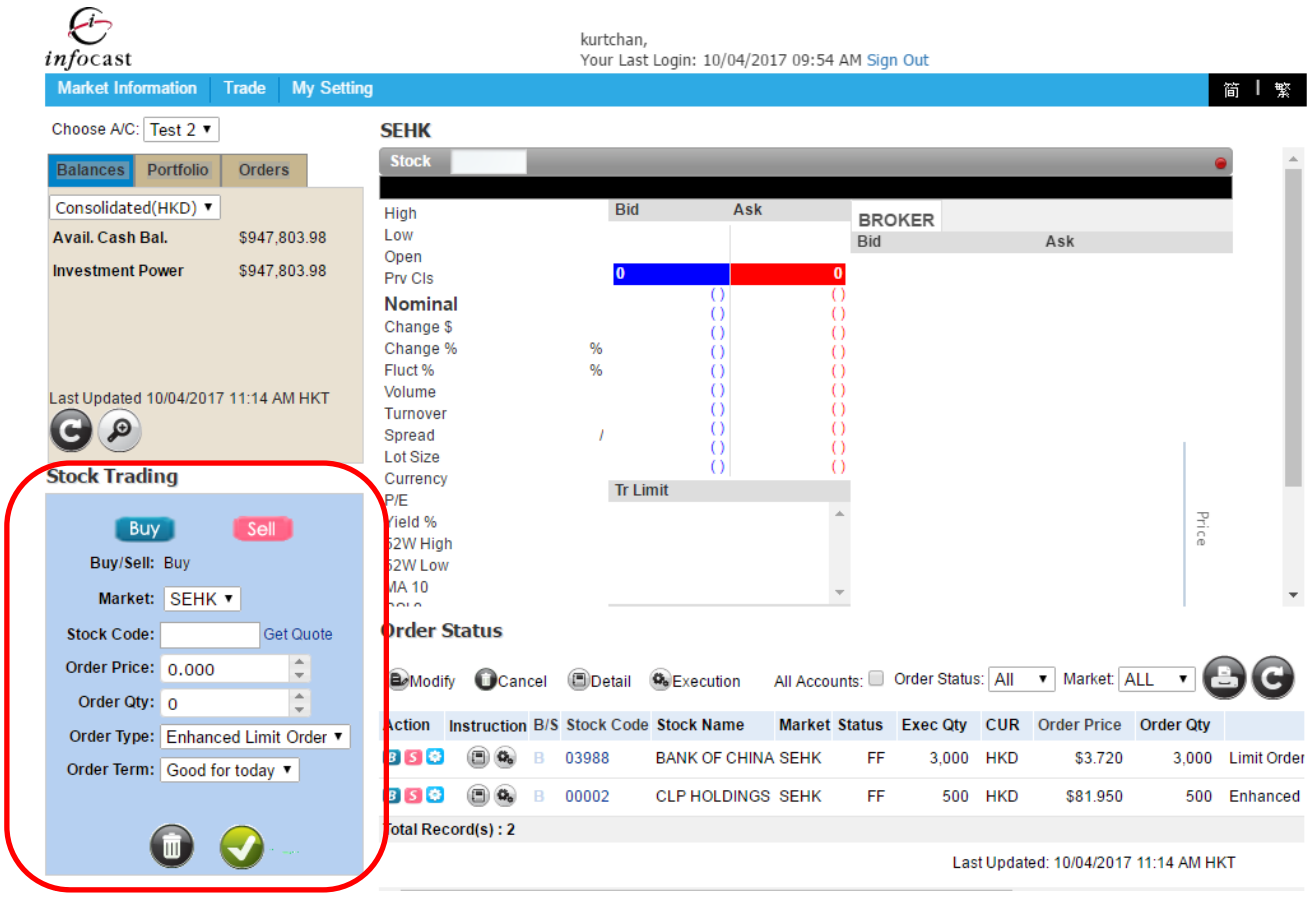
It shows all orders details on the right hand side as followed.




| Icon | Description |
|---|---|
| | This icon is for buying trade. Stock code and quantity will be shown on the stock trading list after clicking the button and the background color turns blue. |
| | This icon is for selling trade. Stock code and quantity will be shown on the stock trading list after clicking the button and the background color turns pink. |
| | This icon is for showing related news, charts and company details of the specific stock. Stock can also be added to watch list. |
| | This icon is for modifying the trade |
| | This icon is for cancelling the trade |
| | This icon is for showing order action details |
| | This icon is for showing execution details |
| | This icon is for printing all transaction history |
| | This icon is for refreshing this page |

## 4. Stock Trading

The function allows clients to trade on the bottom left corner.




### 4.1 Trading

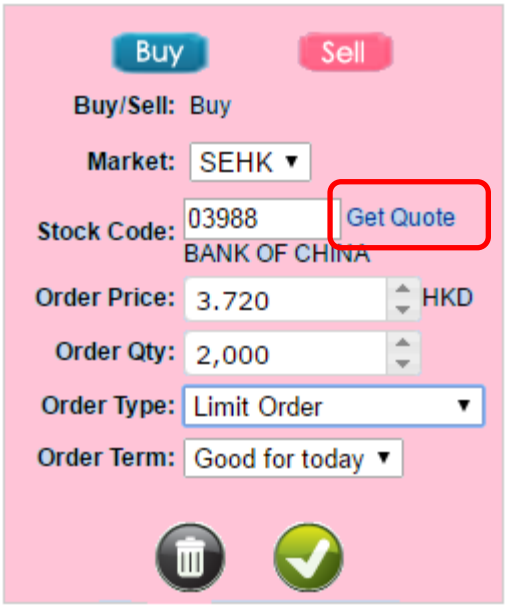
- Click Buy / Sell to buy or sell the stock.

Remarks: Click Buy, background color changes to **BLUE**.
Remarks: Click Sell, background color changes to PINK.

- Enter stock code, order price, order quantity, order type and order term. For order types, there are limit order, enhanced limit order, auction limit order, auction market order and special limit order.

- Click to delete all data.

- Click to preview your order data.




Enter Stock code and click 'Get Quote' to get the stock information.

## 4.2 Preview

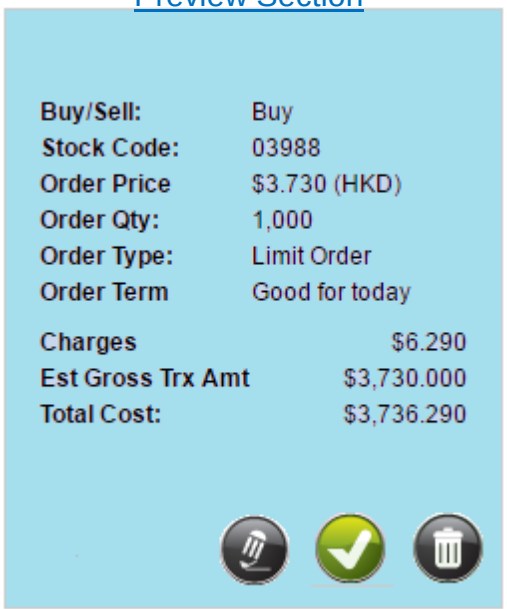
After clicking in the stock trading list, Preview Section will be shown.
This page shows the charges, estimated gross transaction amount and total cost details.

After clicking , successful order will be shown.

Click to amend the trade data.

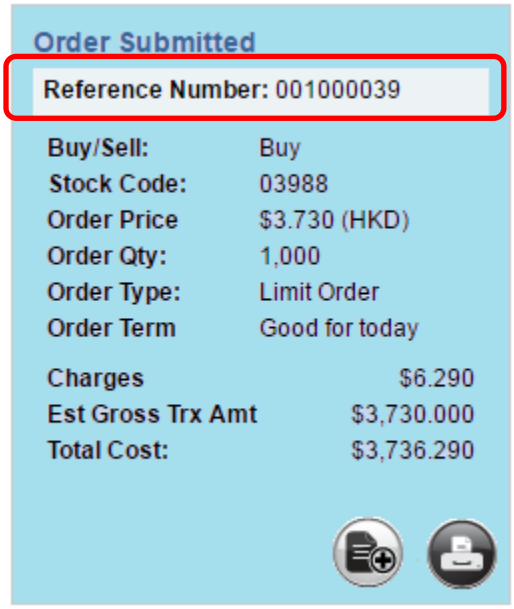
Click to cancel the trade.

Preview Section



## 4.3 Confirmation

After clicking in the preview section, order submitted will be shown.
Order reference number and details will be generated.

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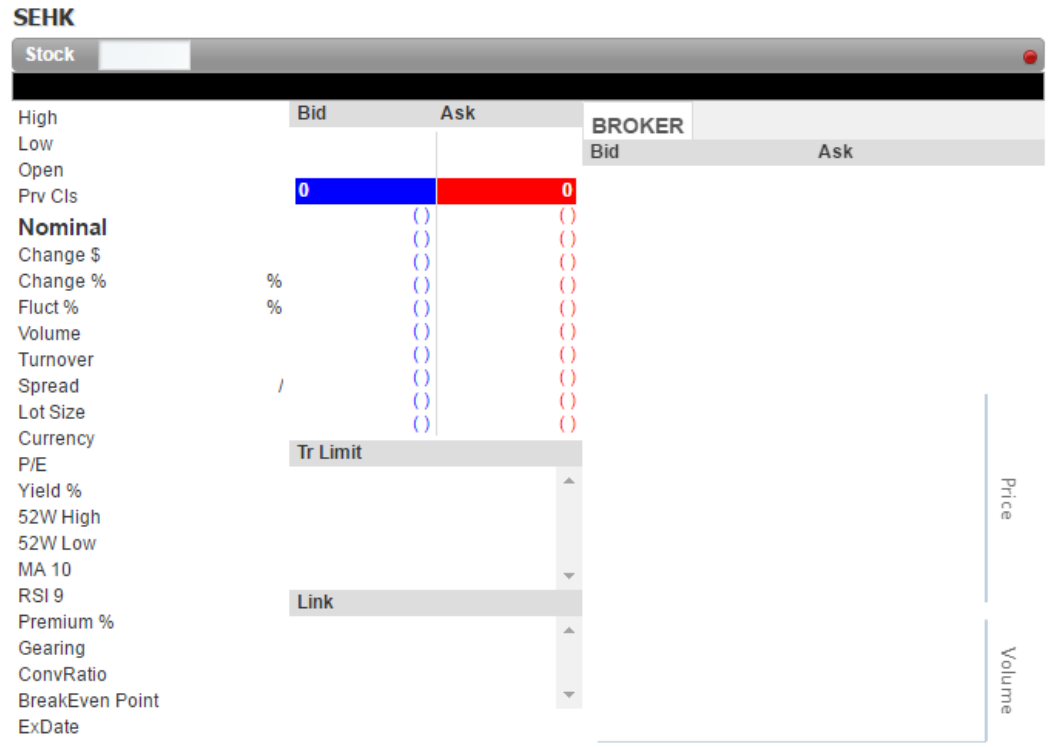
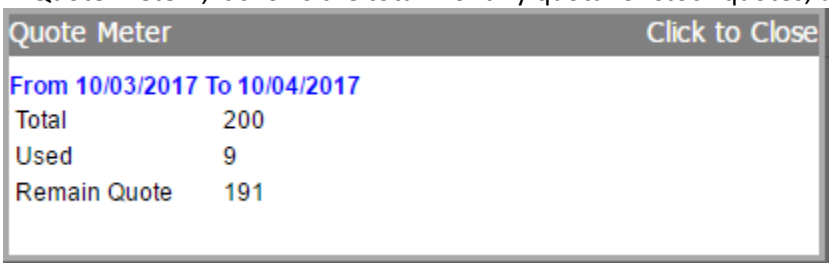
- Click to make a new order
- Click to print this page.

# 5. Quick stock quotes

The function allows clients to track the stock price, ask/bid price, high/low, turnover and volume easily.



- Click <Quote Meter>, it shows the total monthly quota for stock quotes, used quote and remain quote.

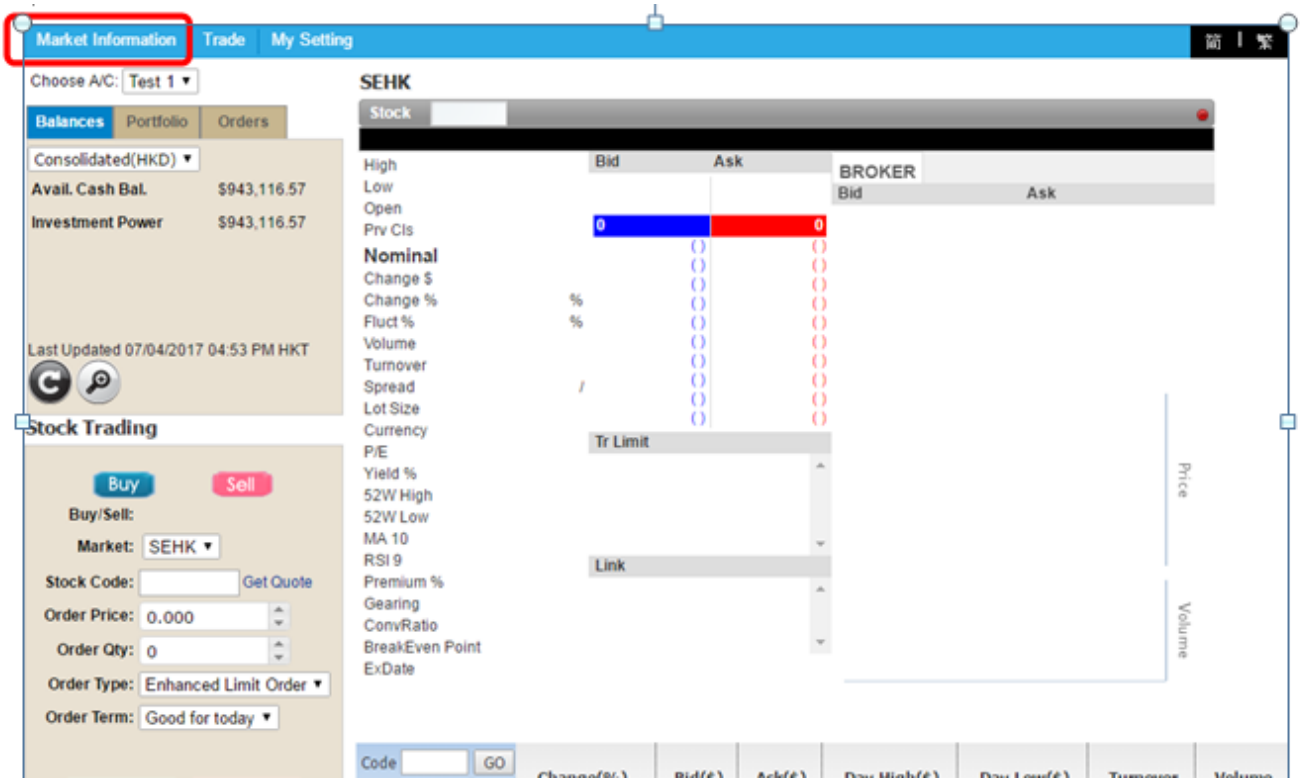



Remarks：only suitable for snapshot users.

- Click <Buy>, stock code and order quantity will be shown on the stock trading list and the background color turns blue.
- Click <Sell>, stock code and order quantity will be shown on the stock trading list and the background color turns pink.
- Click <Chart>, stock charts will be shown.

## 6. Market Information

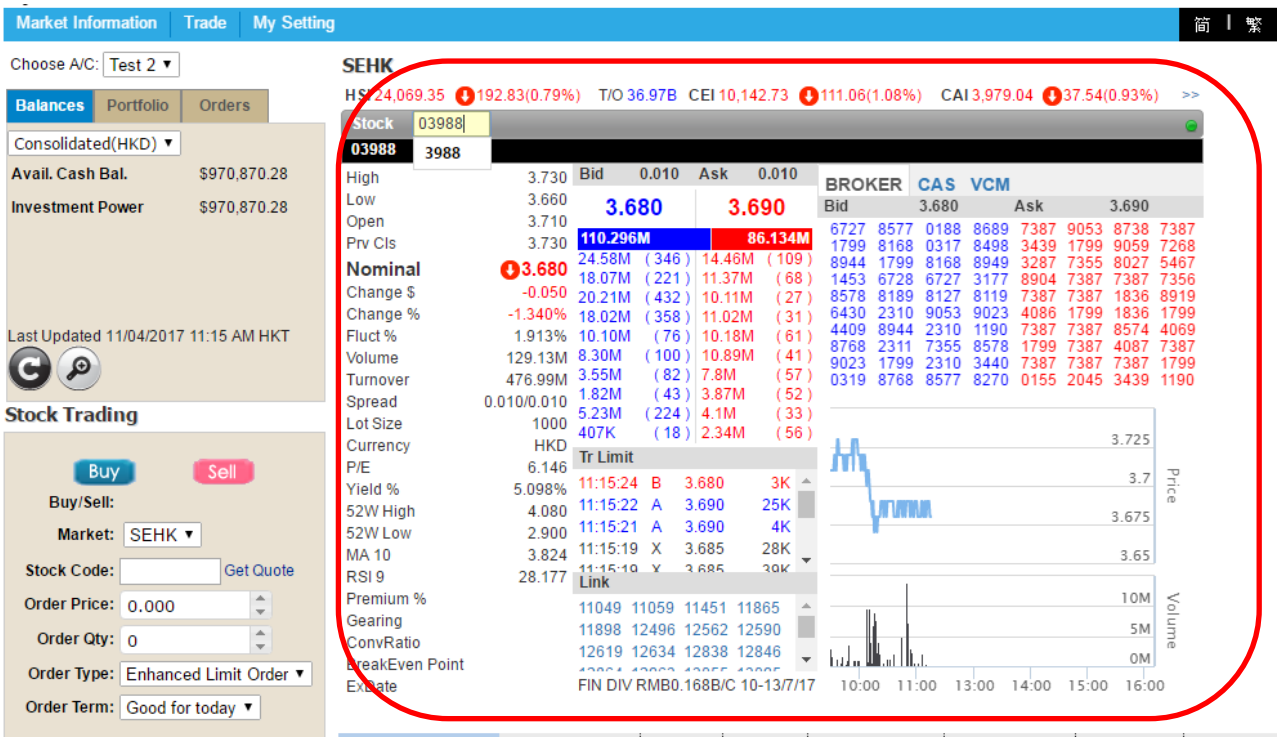
Click ＜Market information＞ on the top left corner, it shows the stock quotes of all the listed companies.



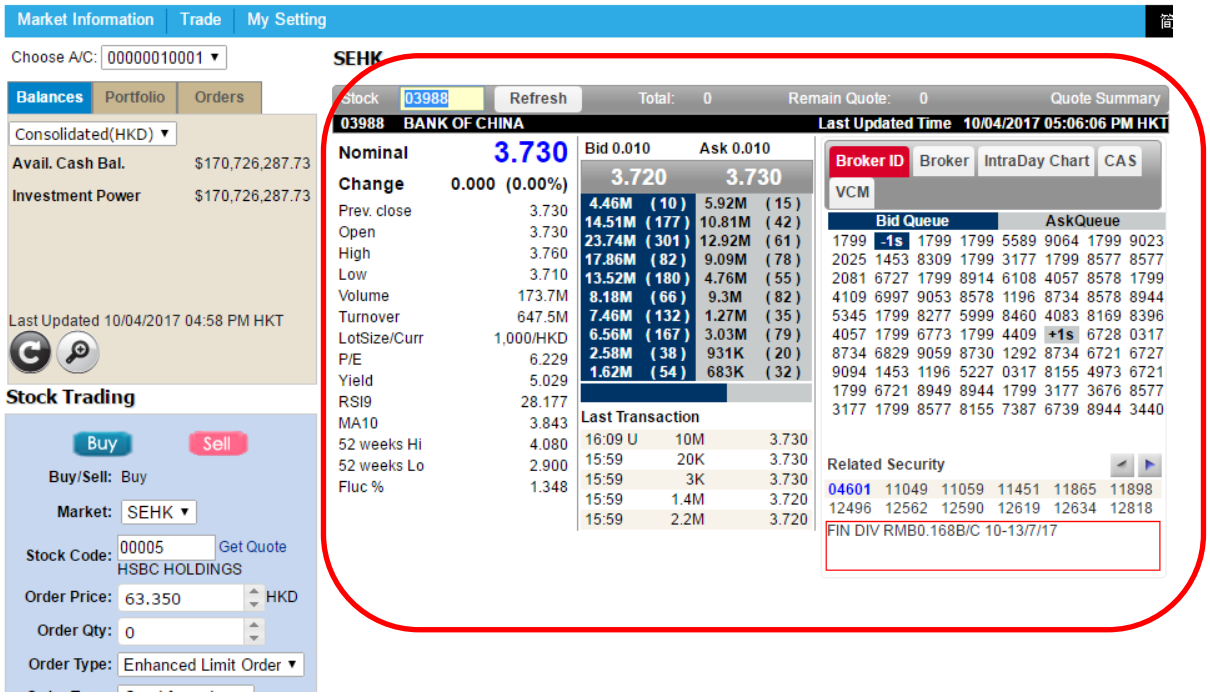

## 6.1 SEHK

It shows the stock quotes of all the listed companies in HKEX. Information includes opening price, nominal price, P/E ratio, yield, moving average price, premium, leverage ratio, etc. Furthermore, iWeb shows the bid/ask price, volume, broker queue and stock trendline. Clients can easily access a lot of information.

### 6.1.1 SEHK (Quote) Streaming User (only suitable for streaming users)

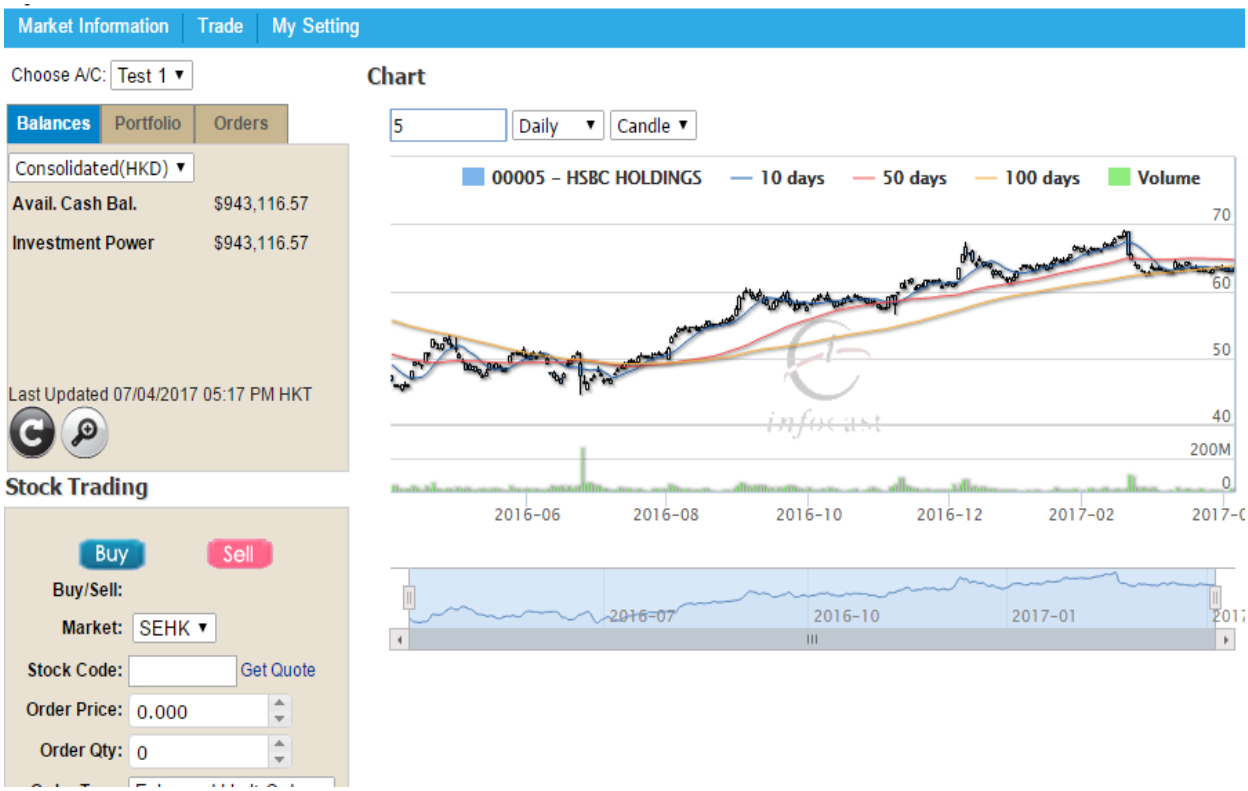



## 6.1.2 SEHK (Quote) Snapshot user（only suitable for snapshot users)



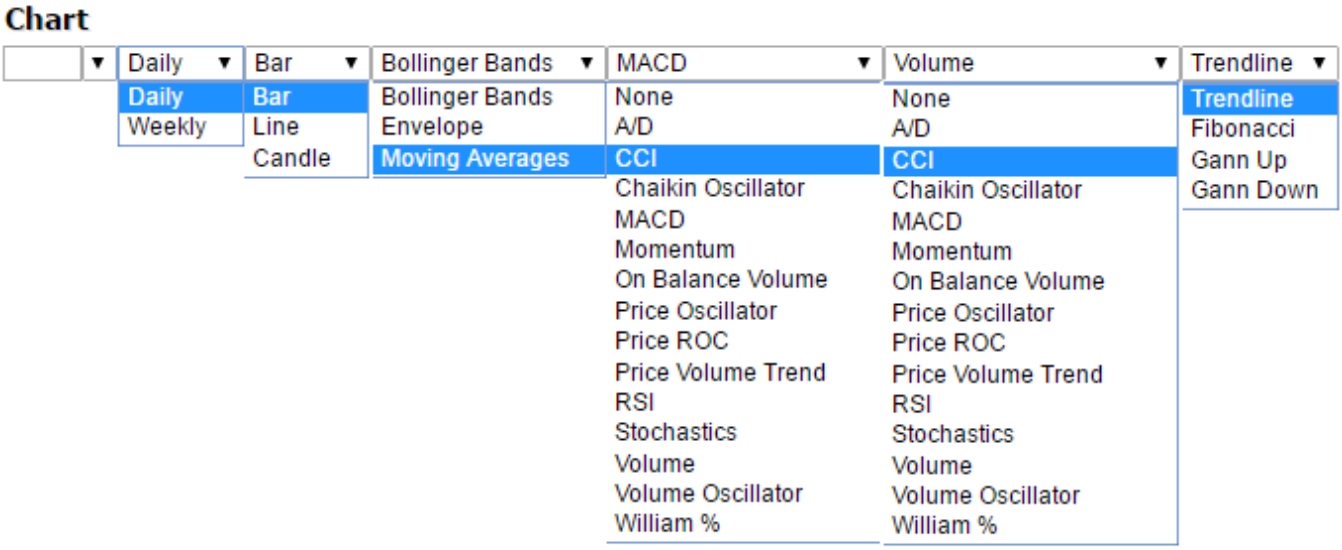

## 6.2 Chart

Enter the stock code, the charts will be shown immediately.

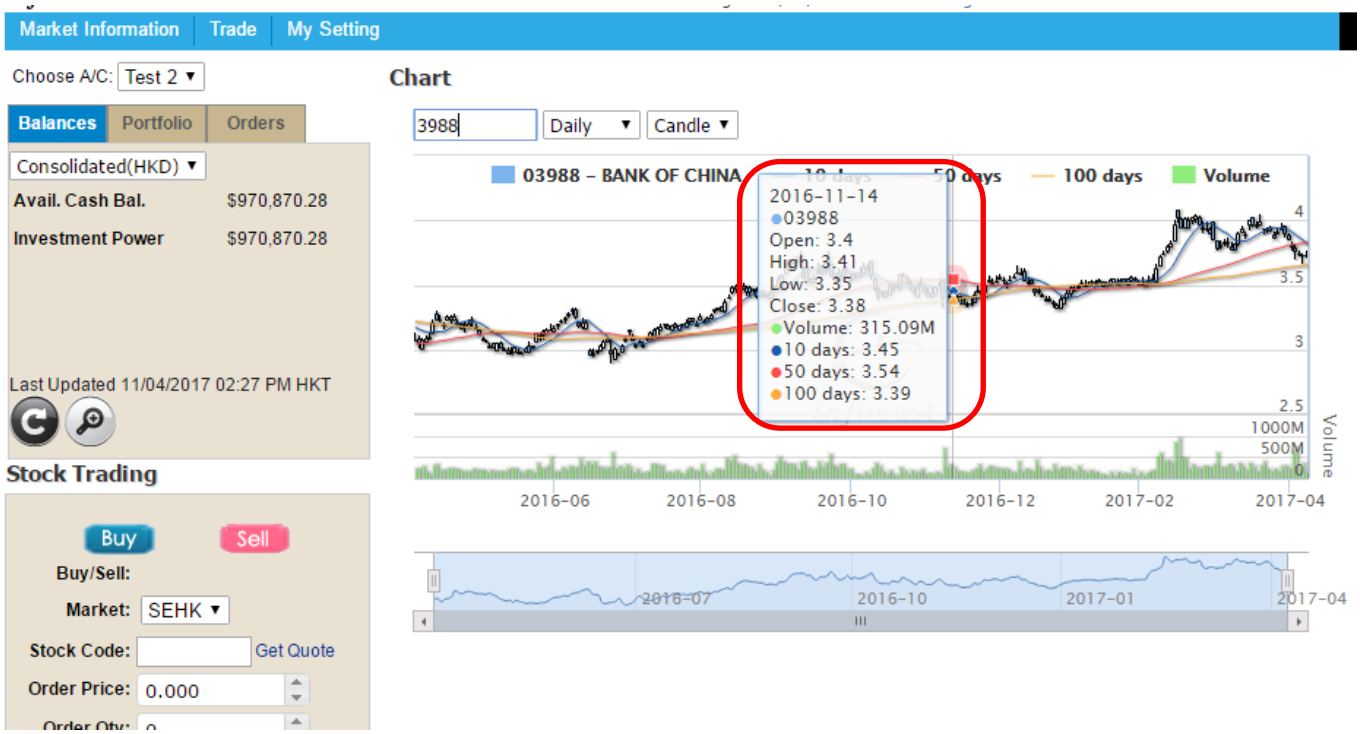



There are different kinds of charts for clients to choose for the best outcomes:

- By daily or by weekly
- Line, bar or candle chart
- Bollinger Bands, Envelope, Moving Averages
- A/D, CCI, Chailin Oscillator, MACD, Momentum, On Balance volume, Price Oscillator, Price ROC, Price volume trend, RSI, Stochastics, Volume, Volume Oscillator, William%
- Trendline, Fibonacci, Gann Up, Gann Down



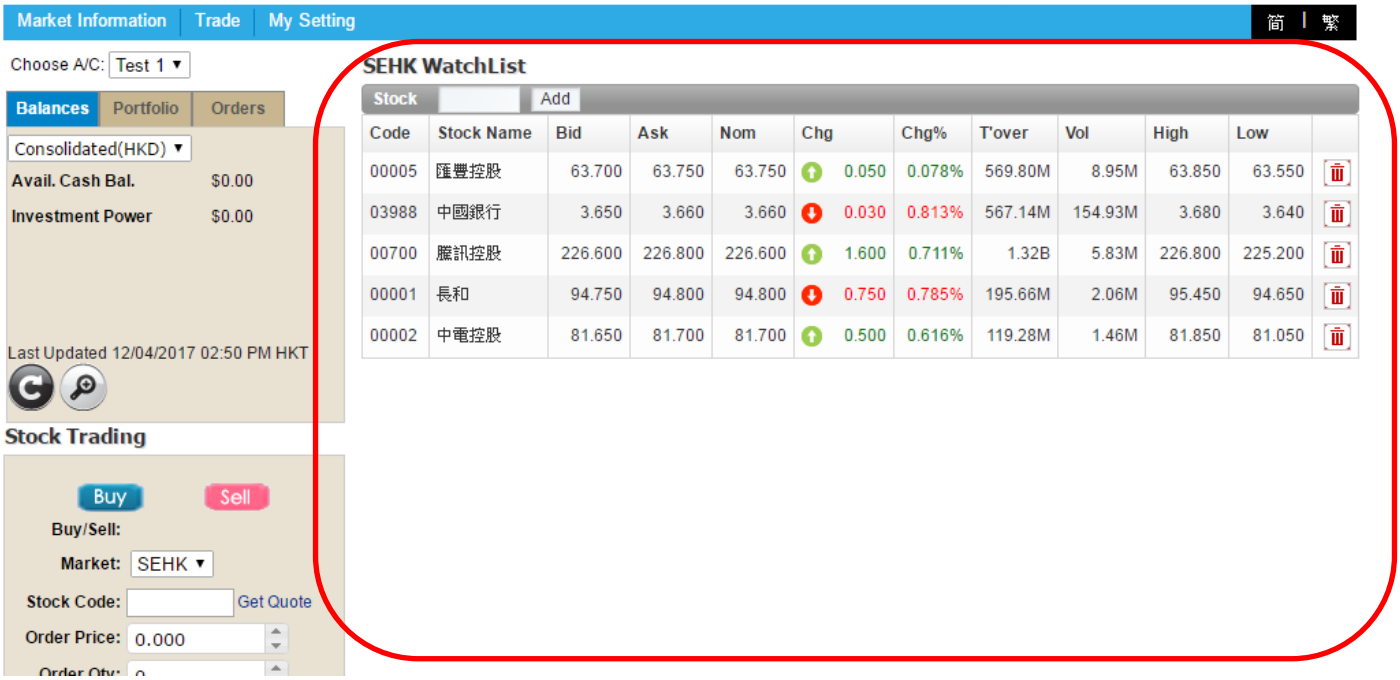

- Move the cursor over the chart to view the stock information.




## 6.3 SEHK Watchlist

This function allows clients to make the watch list to monitor his/her investment portfolio. Bid/ask price, nominal price, change percentage, volume and turnover can all be viewed.

### 6.3.1 SEHK (Quote) Streaming User (only suitable for streaming users)

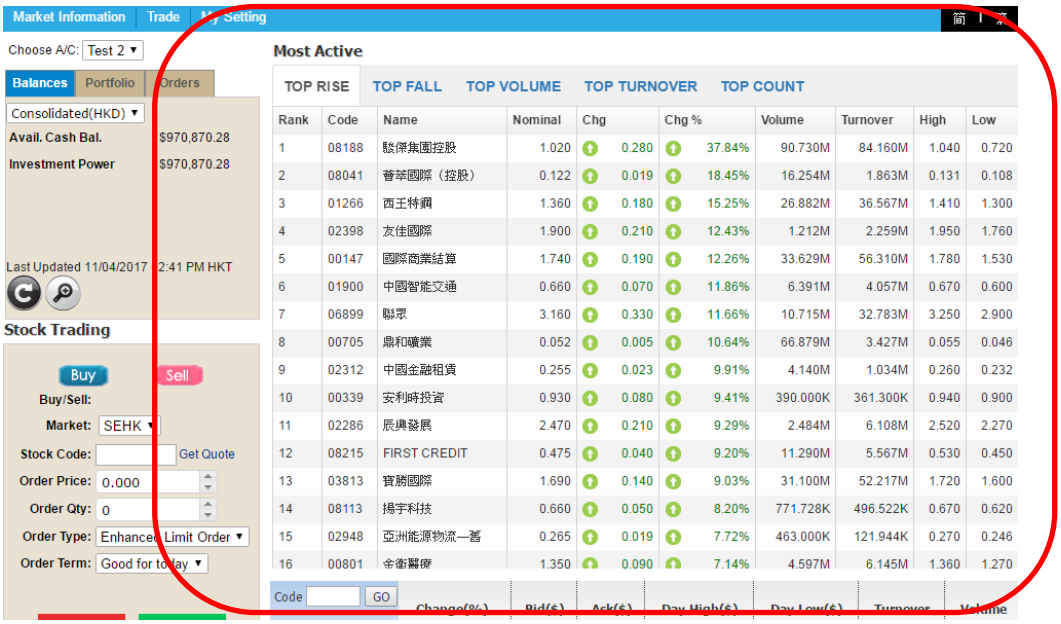



- Enter stock code, click 'add'

### 6.3.2 SEHK (Quote) Snapshot user (only suitable for snapshot users)

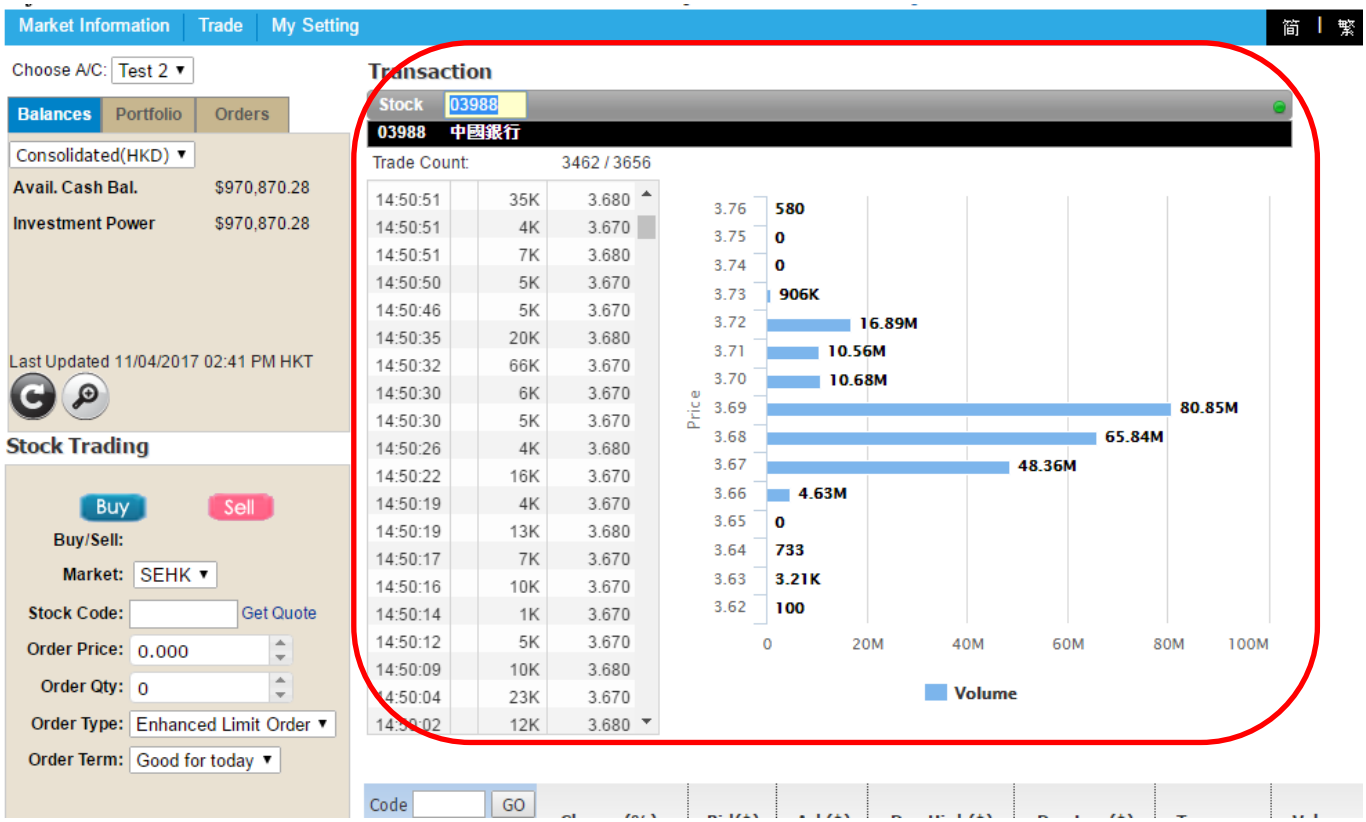
## 6.4 Most active (only suitable for streaming users) (service varying from company to company)

The function allows clients to sort by different criteria to search for the first 20 stocks. The table will be updated automatically.
Sorting includes Top rise, Top fall, Top volume, Top turnover, Top count.



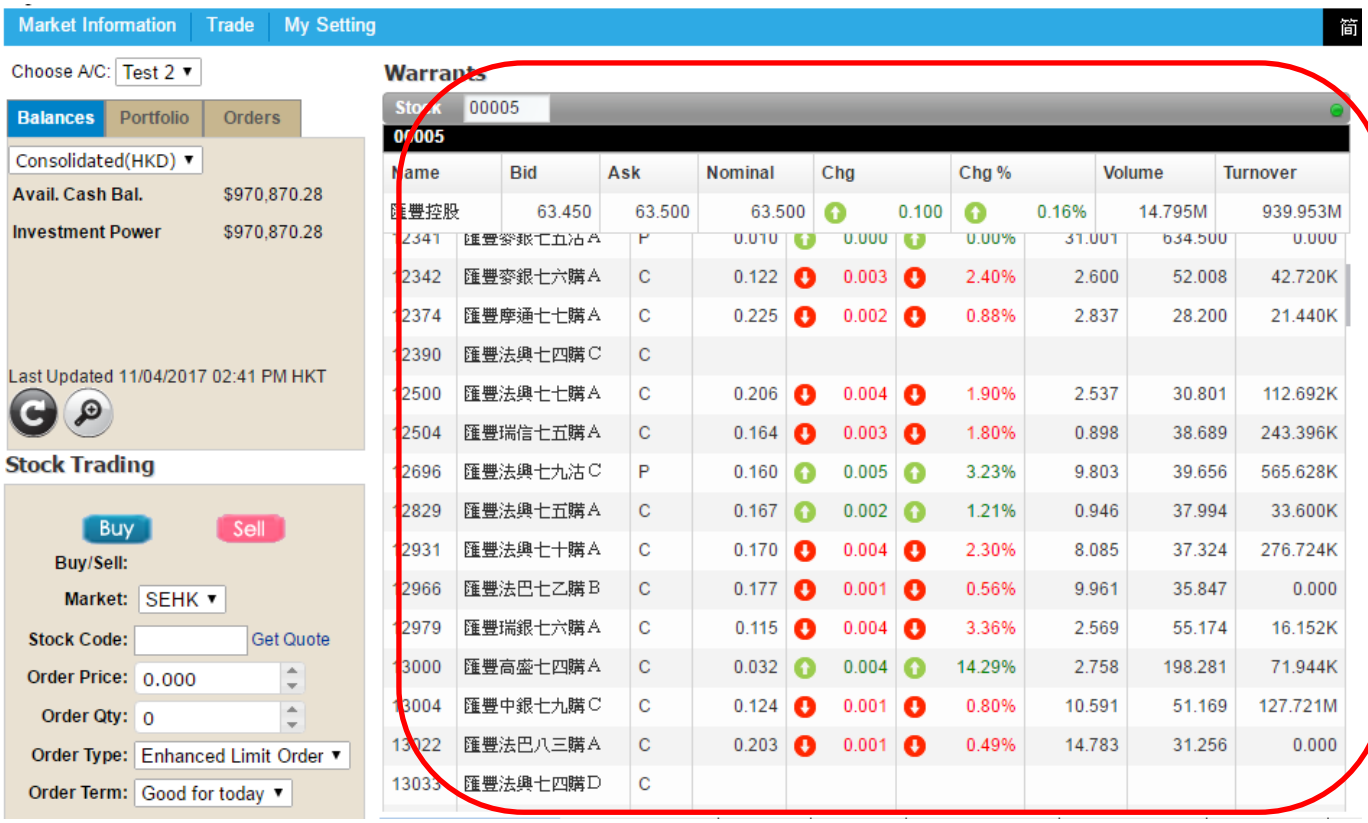

## 6.5 Transaction (service varying from company to company)

The function allows clients to view the transaction record, transaction time, count and volume of the stock. Bar charts will also be shown on the right hand side.



## 6.6 Warrants (only suitable for streaming users) (service varying from company to company)

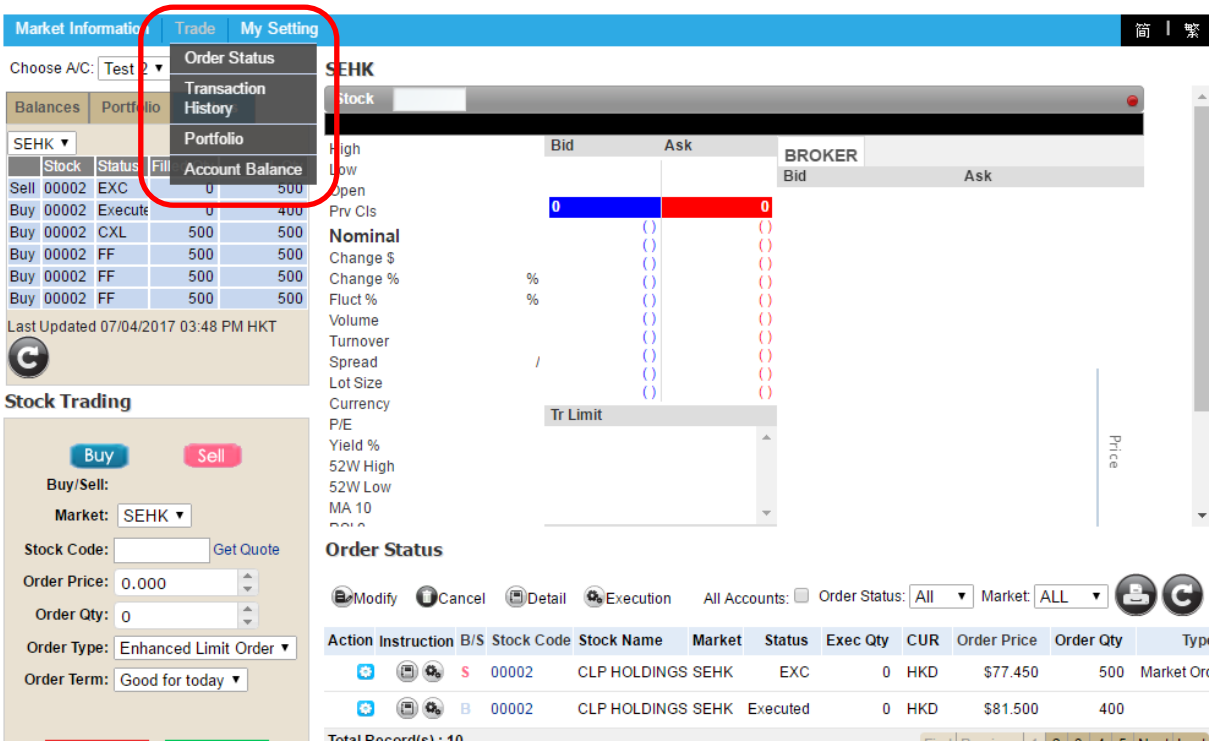
Enter the stock code and press 'Enter', warrant details like nominal price, premium, leverage ratio, change of the stock will be shown.



# 7. Trade

On the top left corner, there are four options for the trade menu.

- Order status
- Transaction history
- portfolio
- Account balance




## 7.1 Order status

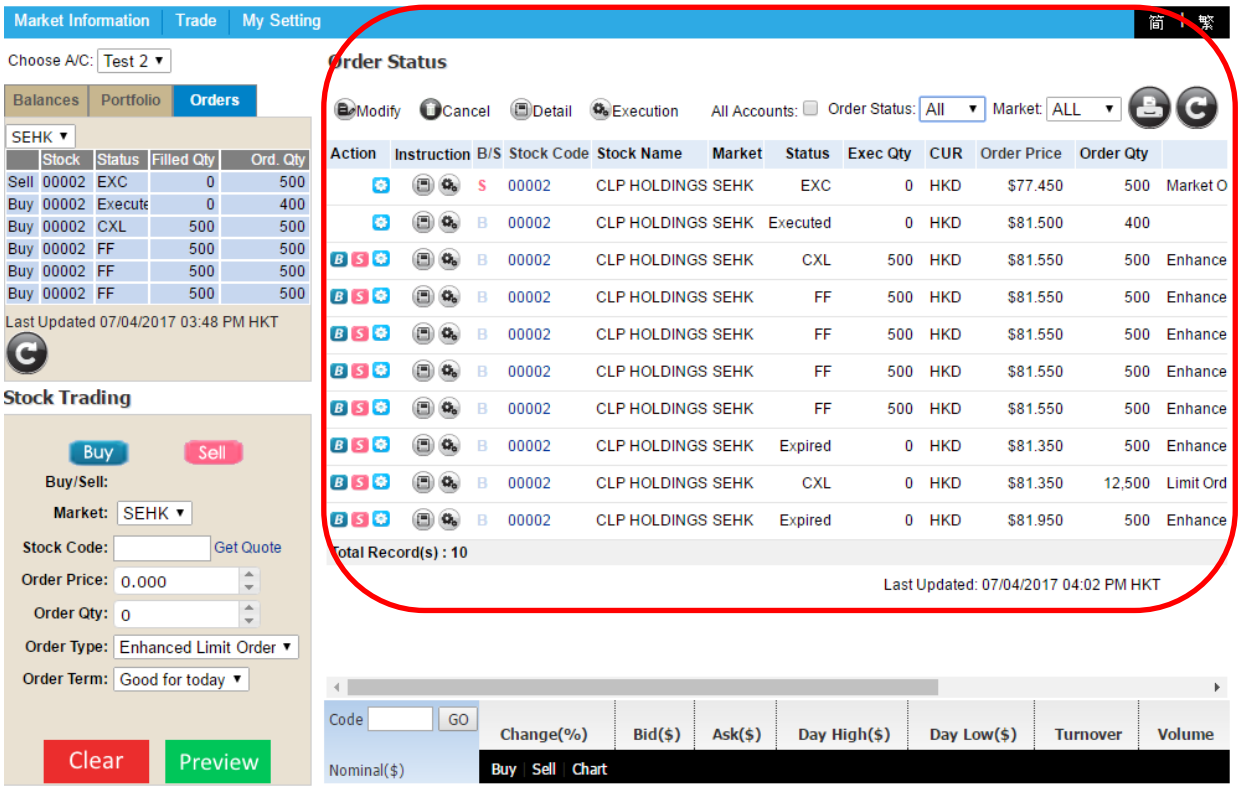
The function allows clients to view the order status.

**B／S**：Buy or Sell
**Stock Code**: Stock code of the order
**Stock Name**：Stock name of the order
**Status**：

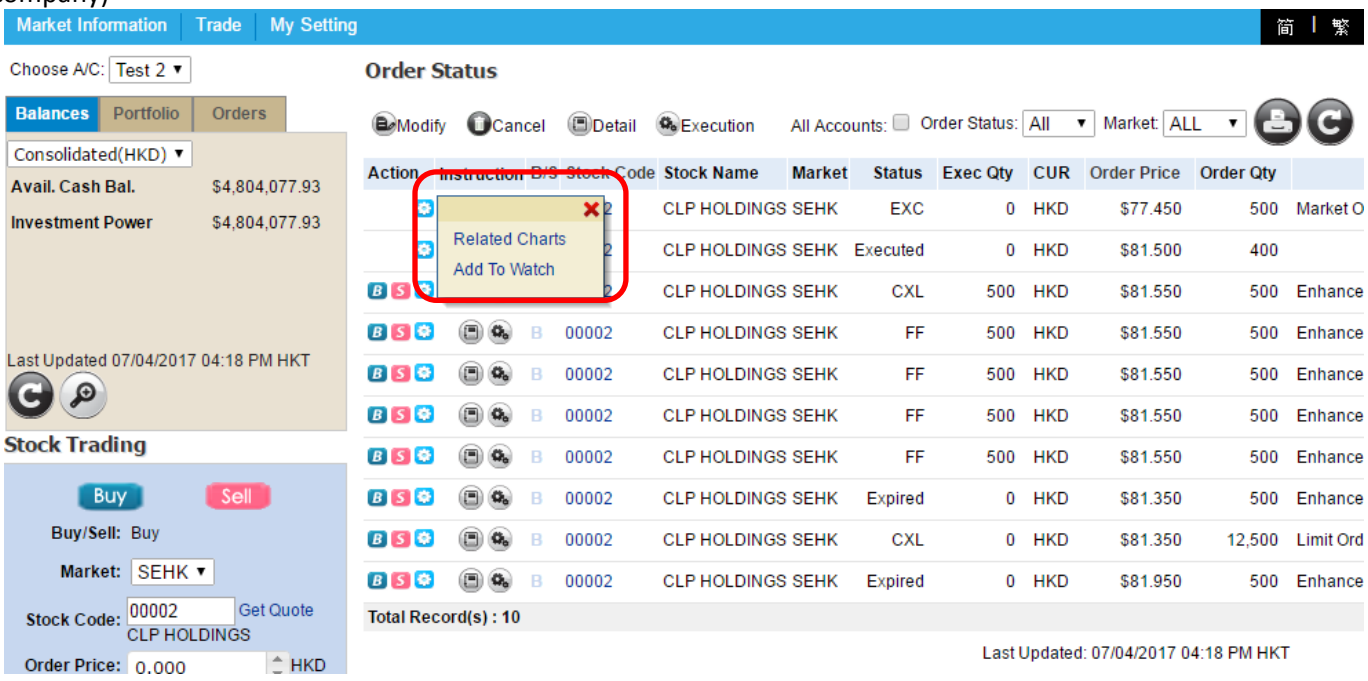
- PND：Pending
- UNF：Unfilled
- PF：Partially filled
- FF：Fully filled
- CXL：Cancelled
- REJ：Rejected

**Exec Qty**：Executed quantity
**CUR**：Order currency
**Order Price**：Stock order price
**Order Qty**：Order stock quantity
**Type**：Order type – limit order, enhanced limit order, auction limit order, special limit order.
**Ref #**：Unique order reference number, first 8 digits format - yyyymmdd

**A/C #**：Account number
**Avg Filled Price**：Average filled price
**Ch**：Order channel
**MD**：Amendment




- Click <BUY>, stock code and order quantity will be shown on the stock trading list and the background color turns blue.
- Click <SELL>, stock code and order quantity will be shown on the stock trading list and the background color turns pink.
- Click <MORE>, news article, charts, company details and watch list will be shown. (service varying from company to company)

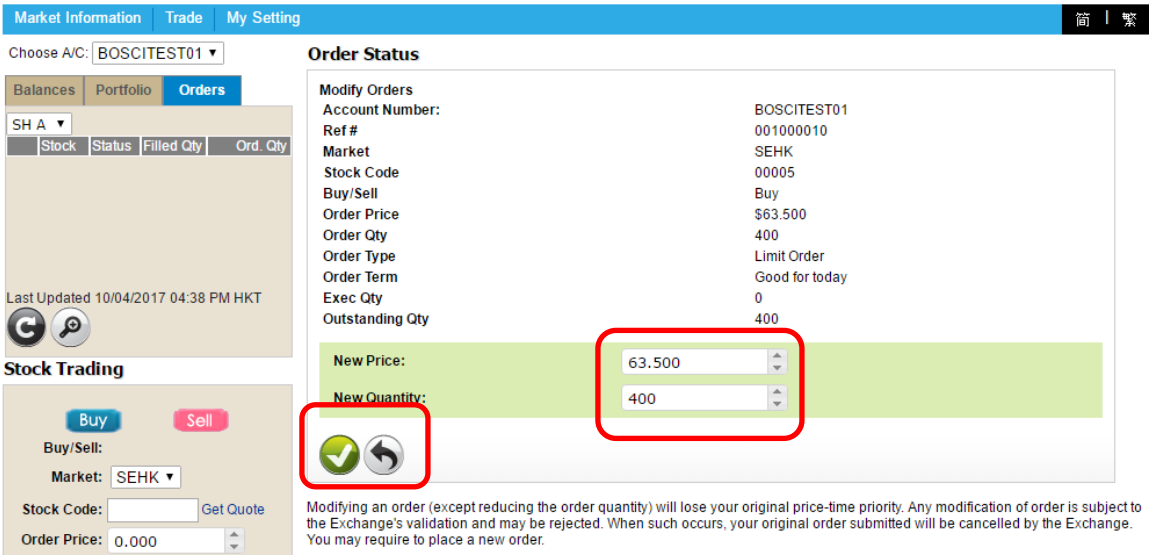


### 7.1.1 Modify order

If the order is pending, unfilled or partially filled, clients can click in the instruction column to modify the order. The reference number and the previous order data will be shown. Only order price and quantity can be changed in this function. (Remarks: Modify function is not valid for any order under execution.)

#### 7.1.1.1 Modify

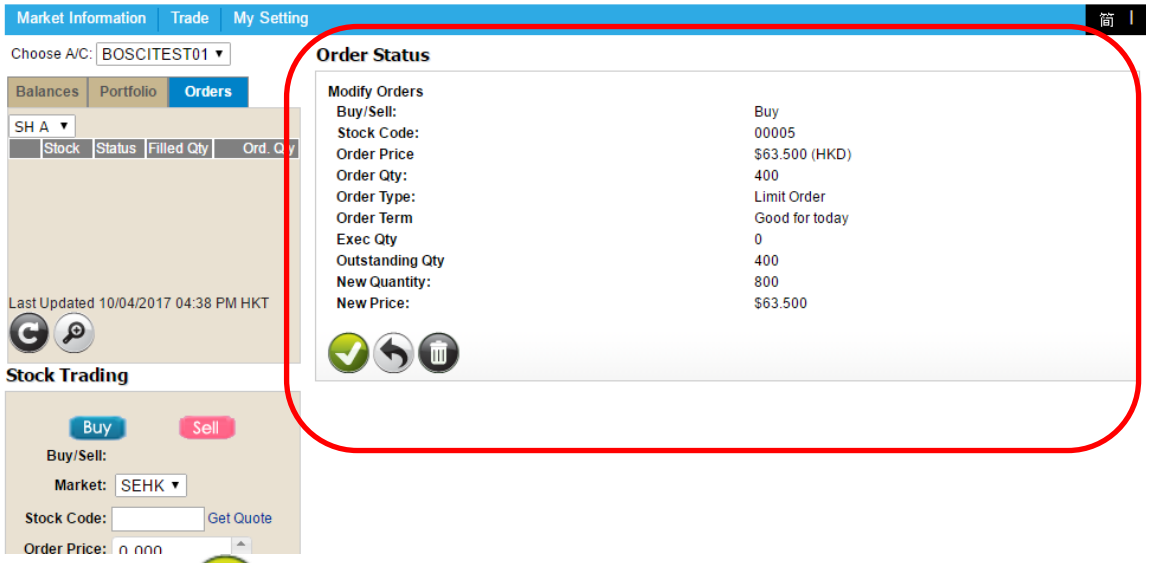
Enter the new order price and quantity




- Click to amend the trade
- Click back to the previous page and keep the original order price and quantity

#### 7.1.1.2 Modified order confirmation

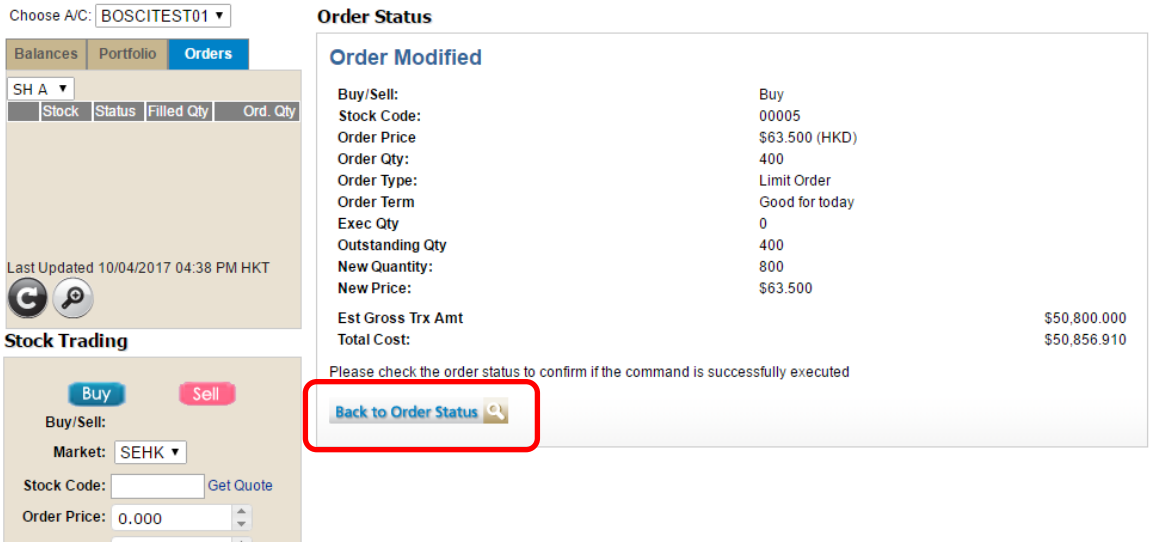
After clicking , modify orders page will be shown. Modified order price, quantity and details will be listed.




- Click to confirm the modify orders.
- Click back to modify the order.
- Click to cancel this modify order.

### 7.1.1.3 Successfully modifying order

After clicking , order will be successfully modified. Modified order details, new price, new quantity and total cost will be shown.

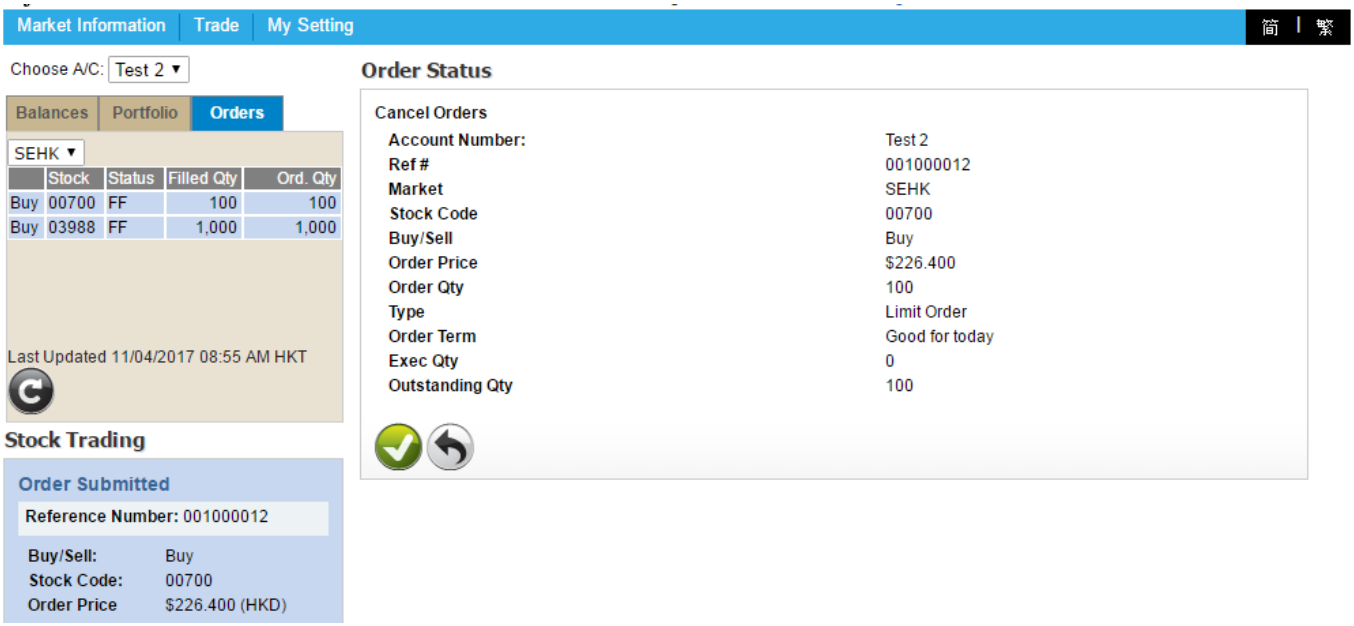



- Click back to the order status page.

## 7.1.2 Cancel order

If the order is pending, unfilled or partially filled, clients can click to cancel the order. The reference number and the previous order data will be shown. (Remarks: Cancel function is not valid for any order under execution.)

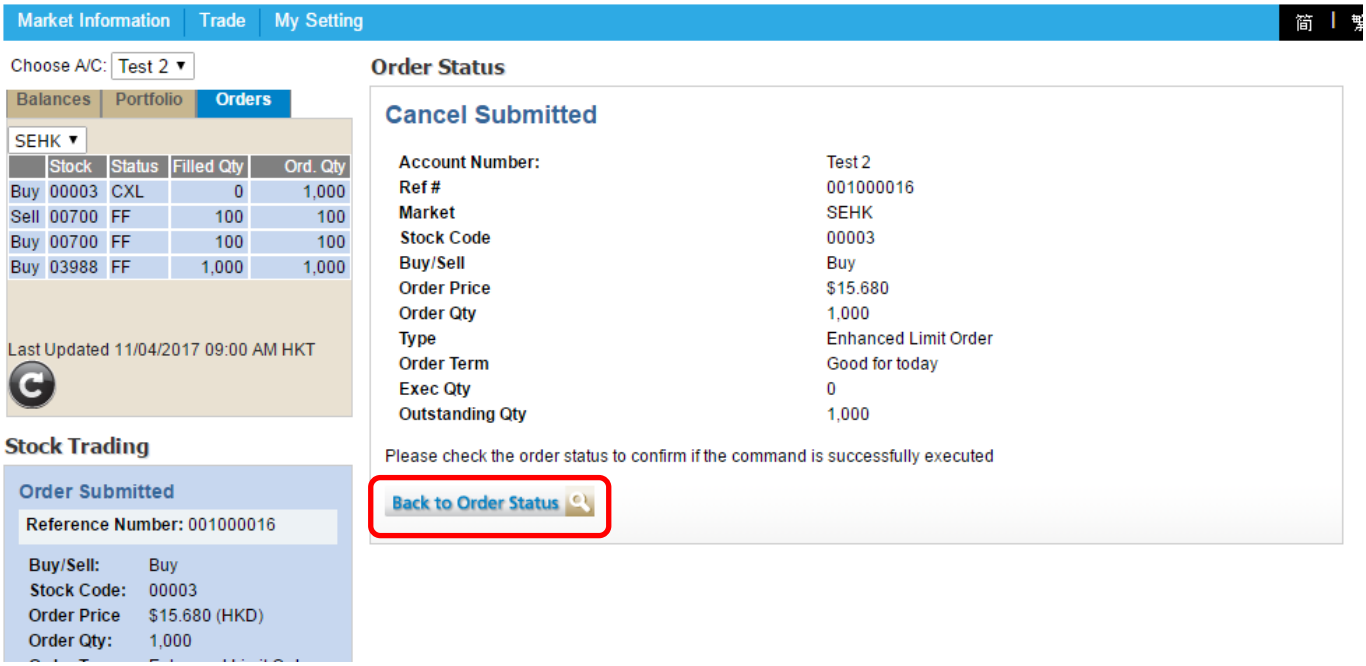
### 7.1.2.1 Cancel




- Click to cancel the order.
- Click back to the previous page

### 7.1.2.2 Successfully cancelling order

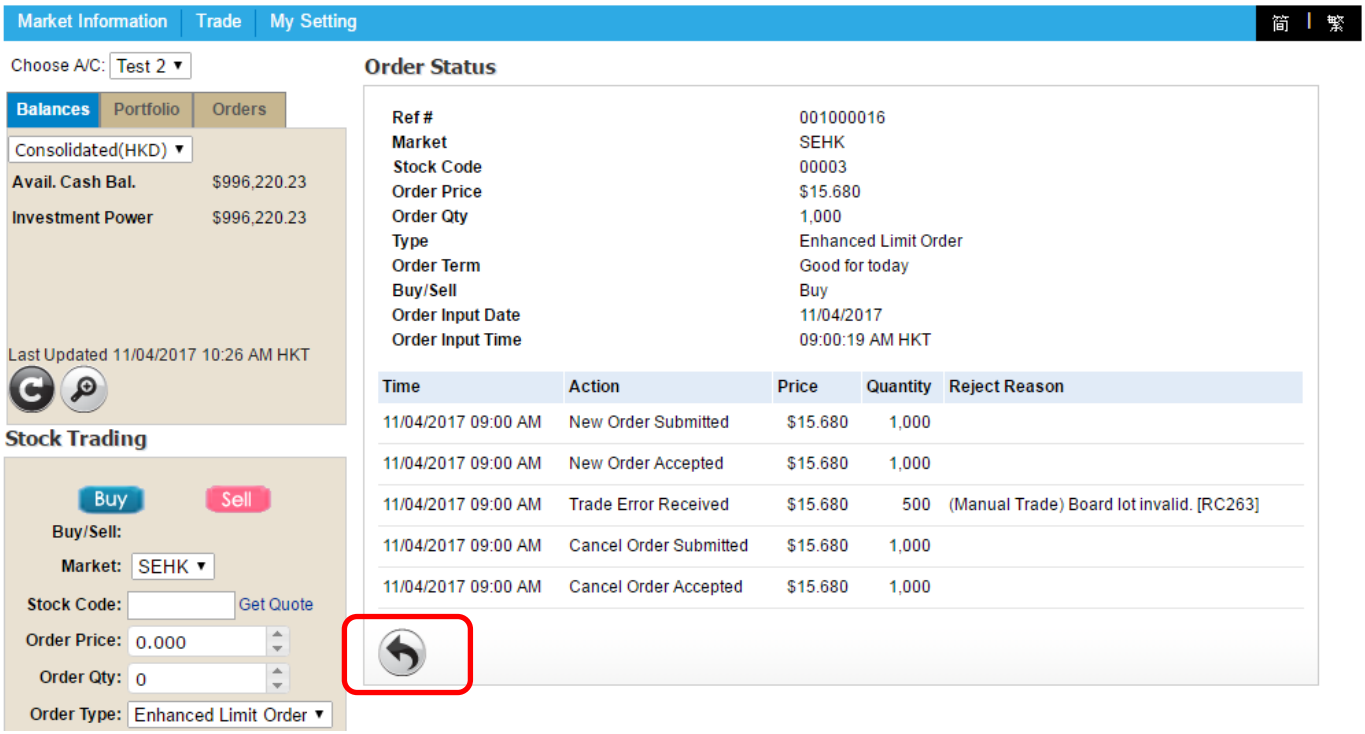
After clicking , cancel submitted will be shown.




- Click Back to Order Status back to order status.

## 7.1.3 **Order details**

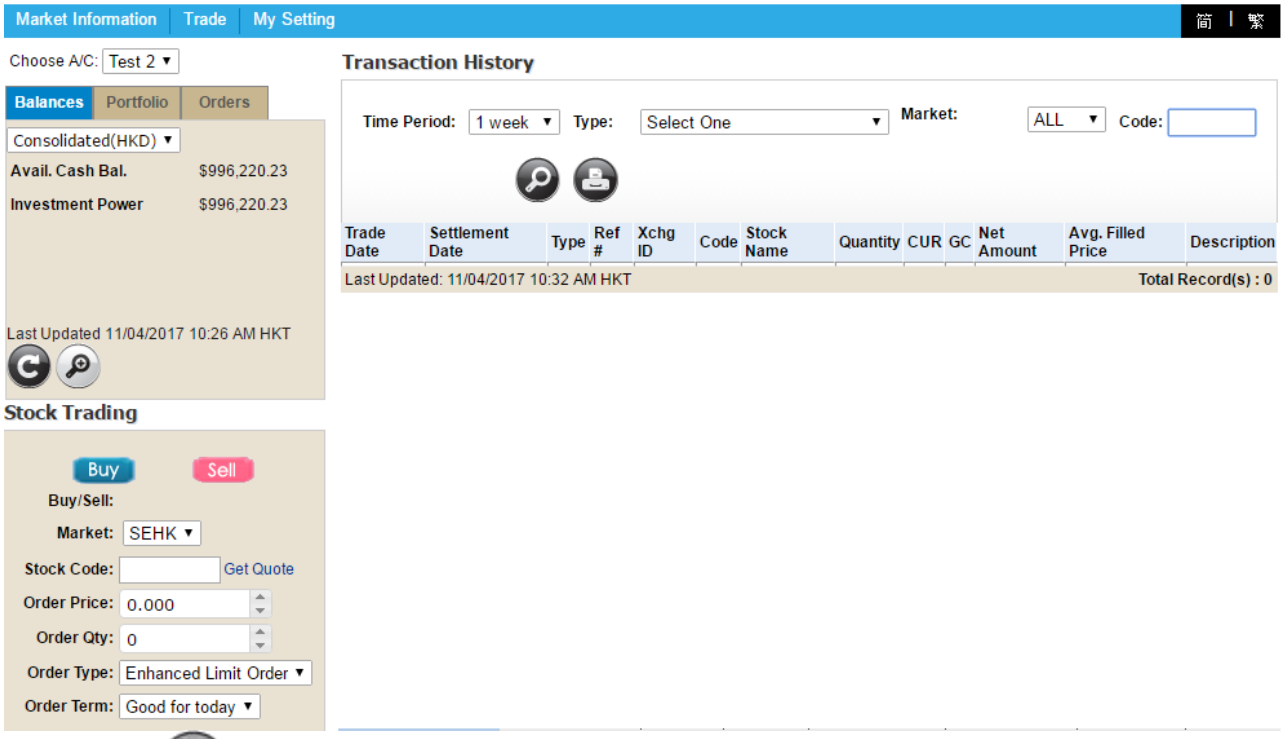
Clients can click to view all the action records of the specific order. Details such as order making, amendment, execution will be shown by chronological order.




- Click back to previous page.

## 7.2 Transaction history

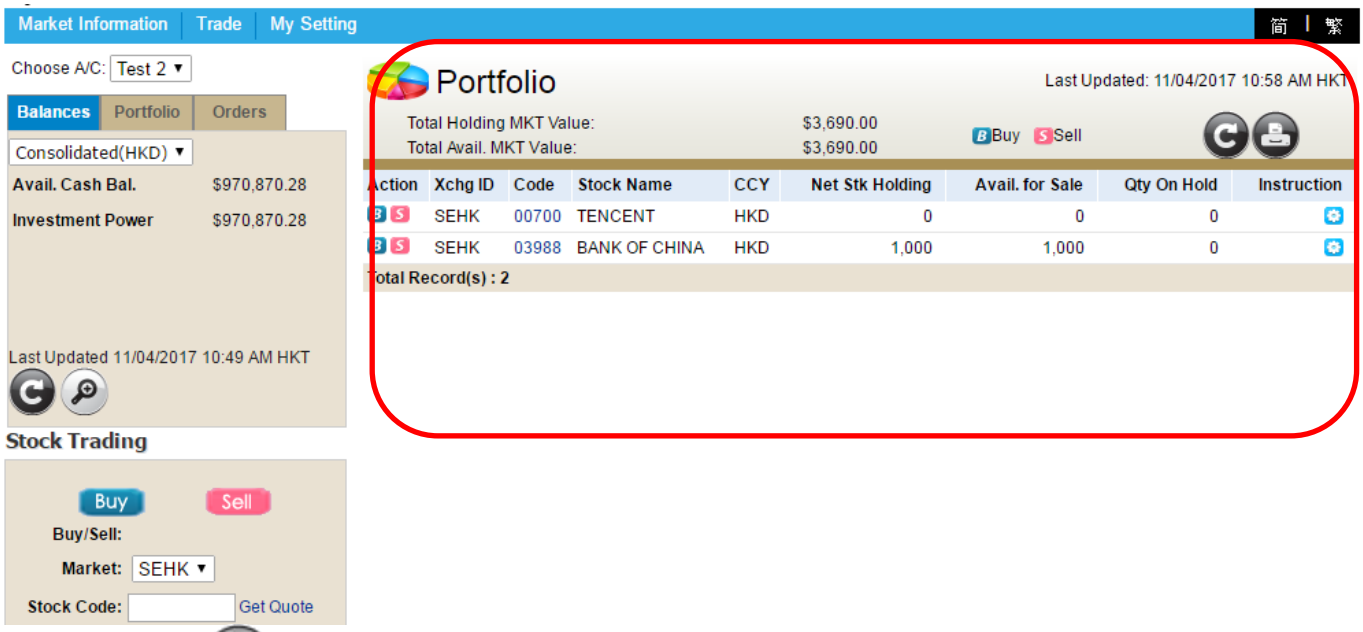
This function allows clients to view all the transactions within a year. Clients can sort the transactions by time period, type or code.




- Click to search for transaction
- Click to print the transaction history

## 7.3 Portfolio

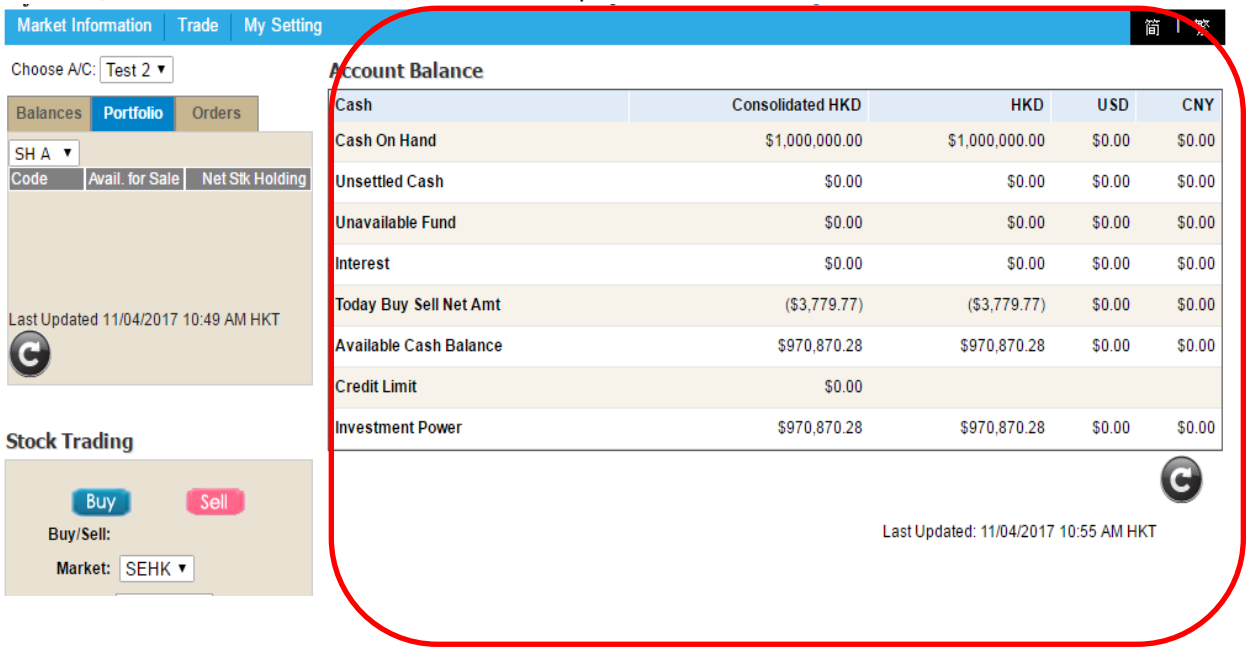
The function allows clients to his/her Total holding market value, Total available market value, related news and portfolio ratio.




- Click to refresh
- Click to print the portfolio
- Click B <buy>, stock code and order quantity will be shown on the stock trading list and the background color turns blue.
- Click S <sell>, stock code and order quantity will be shown on the stock trading list and the background color turns pink.
- Click <more>, news article, charts, company details and watch list will be shown. (service varying from company to company)

## 7.4 Account balance

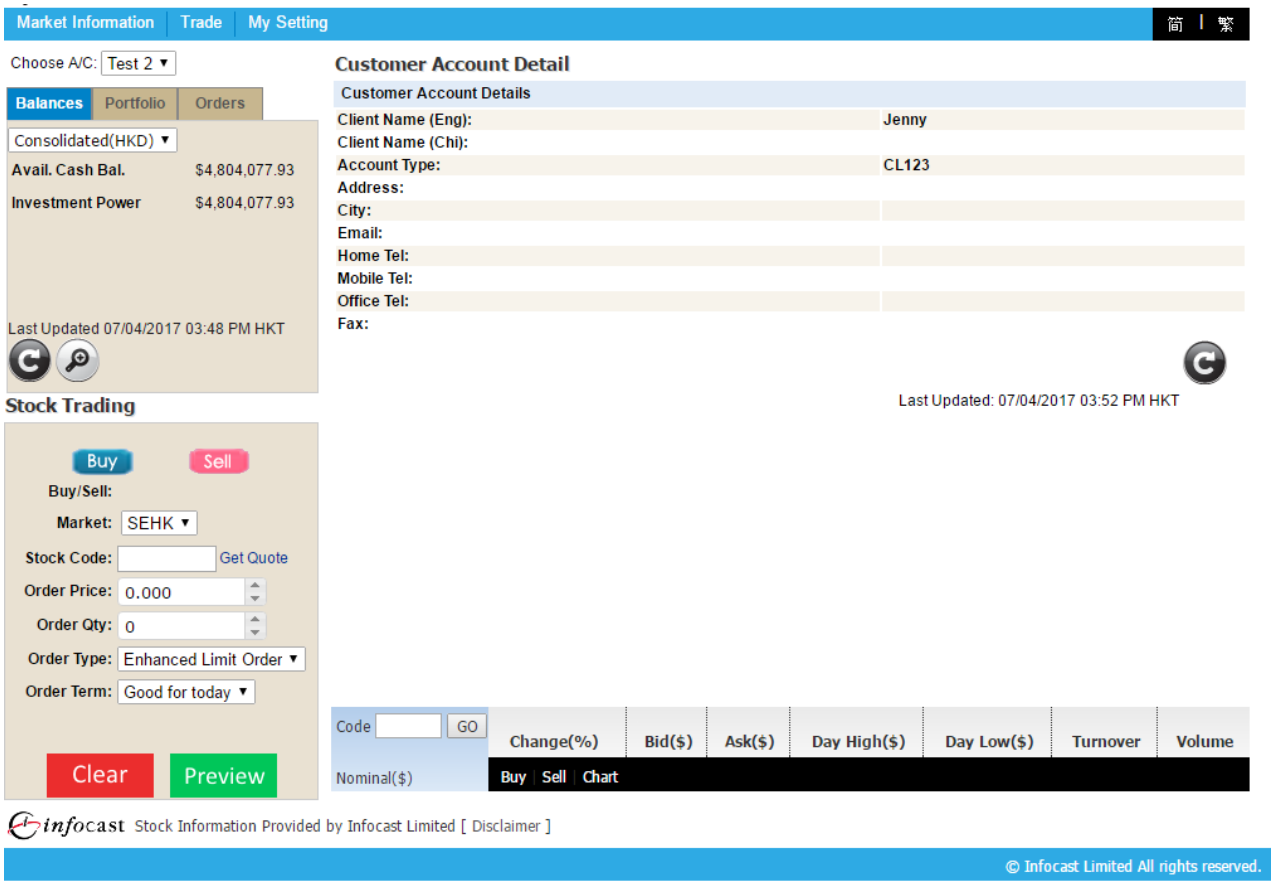
The function allows clients to view cash on hand, unsettled cash, unavailable fund, interest, today buy sell net amount, available cash balance and investment power.



# 8. My Setting

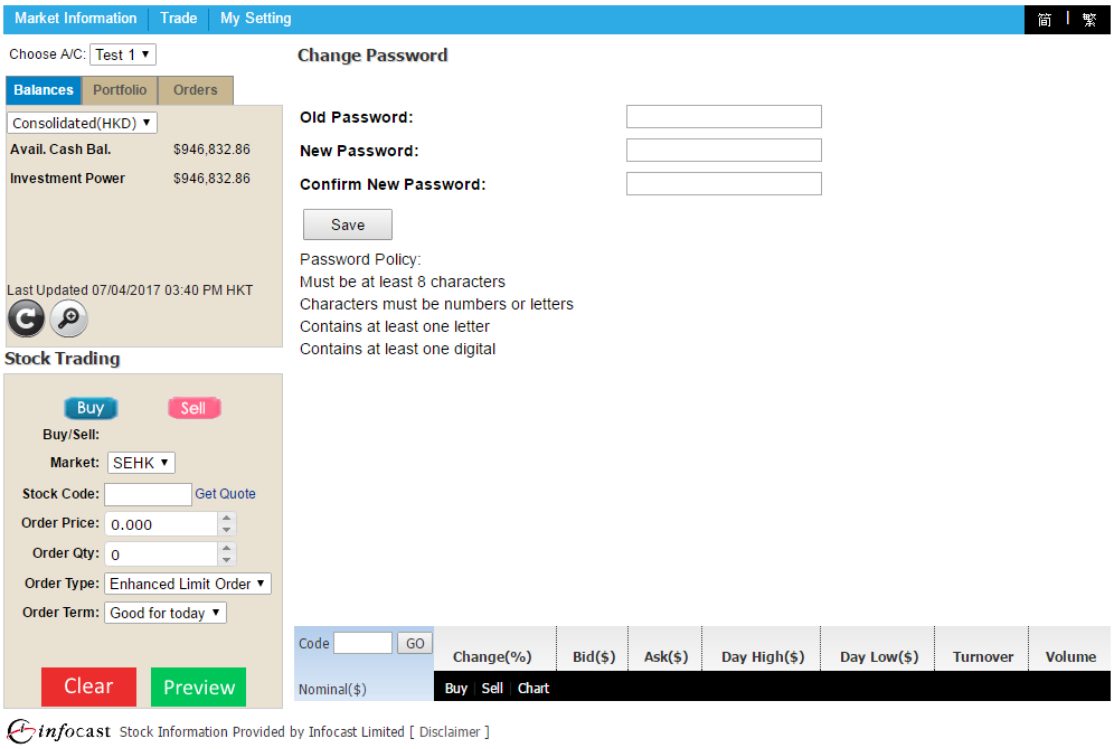
## 8.1 Customer Account Detail

The function allows clients to view the account details.




## 8.2 Change password

The function allows clients to change the password as followed.




- Enter password
  - Old password – Enter the old password.
  - New password – Enter the new password
  - Confirm new password – Enter the new password again.

  - Click <Save> to confirm the password change.