

ViTrader

Trading Integration for ViTrade



TeleTrader Software GmbH

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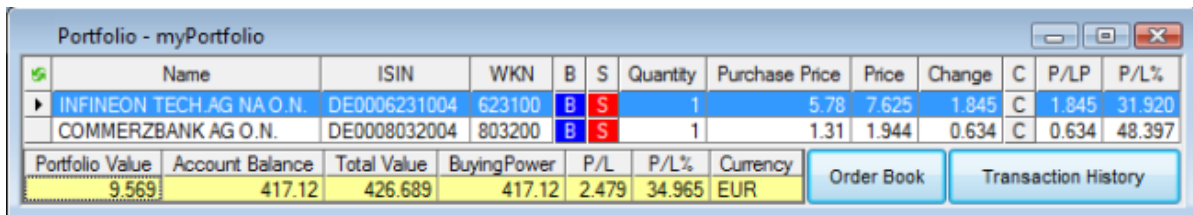
First Steps with the ViTrade Trading Integration

The ViTrade trading integration makes it possible to trade securities from within ViTrader. In order to use the trading integration, you need a trading account with ViTrade. For further information on opening accounts, please contact ViTrade: <http://www.vitrade.de>.

This short guide will introduce you to the ViTrade trading integration and show you the steps necessary to set up your account. For further details, please follow the links at the end of each step.

Setting up your portfolio

- Create a trading account with ViTrade (<http://www.vitrade.de>), if you have not done so already. You will need your account data during the following process.
- Start ViTrader.
- On the **Trade** menu, click **ViTrade > Create Portfolio** and enter your ViTrade account data in the dialog. See [Creating Portfolios](#) on page 7.
- To log in to your new portfolio, click **Trade > ViTrade** and then the name of your portfolio. Enter your login data and session iTAN code or trading password in the dialog. See [Logging In to a Portfolio](#) on page 7.
- Your portfolio with all current positions will now appear on the screen.



Name	ISIN	WKN	B	S	Quantity	Purchase Price	Price	Change	C	P/LP	P/L%
INFINEON TECH.AG NA O.N.	DE0006231004	623100	B	S	1	5.78	7.625	1.845	C	1.845	31.920
COMMERZBANK AG O.N.	DE0008032004	803200	B	S	1	1.31	1.944	0.634	C	0.634	48.397
Portfolio Value	Account Balance	Total Value	BuyingPower	P/L	P/L%	Currency					
9.569	417.12	426.689	417.12	2.479	34.965	EUR					

Order Book Transaction History

Placing an order

- Open a document that contains the symbol (security) that you want to trade.
- Right-click on the symbol and choose **Buy** or **Sell**. There are also several other methods to place orders: See [Placing Orders](#) on page 16.

- The **Order (BUY)** or **Order (SELL)** dialog is displayed.

- Enter the **Quantity**, **Order Type**, **Limit** or **Stop (Trigger)** price and other settings in the dialog. See [Available Order Types](#) on page 19 and [Changing the Order Supplements](#) on page 25.
- Click **Chargeable BUY** or **Chargeable SELL** to transmit the order to the ViTrade trading system.

Monitoring the status of the order in the order book

- Open the order book by clicking the button **Order Book** in the portfolio. See [Using the Order Book](#) on page 33.

Ty...	Ticker	ISIN	Sto...	Sec...	Q.	Va...	Validity	Tra...	B	S	C	M	T
Buy	DELL INC. DL-01	US24702R1014	Xetra	Stock	0	Day	12.05.2009	None	B	S	C	M	T
Buy	BAY.MOTOREN WERKE AG ST	DE0005190003	Xetra	Stock	0	Day	12.05.2009	None	B	S	C	M	T

Order Id	Ty...	Ticker	Symbol Name	ISIN	WKN	Stock E...	Date	State	Validity
2229759	Buy	ADS	ADIDAS AG O.N.	DE0005003404	500340	Stuttgart	12.05.2009	Routed	12.05.2009

- The order book shows all orders that have not been executed yet (working orders) and all pre-defined orders that have not been transmitted yet (see [Pre-defining Orders](#) on page 30).
- You can use the order book to transmit pre-defined orders or modify / cancel working orders. See [Transmitting, Modifying and Cancelling Orders](#) on page 33.

Monitoring your trades and working orders on the chart and in the transaction history

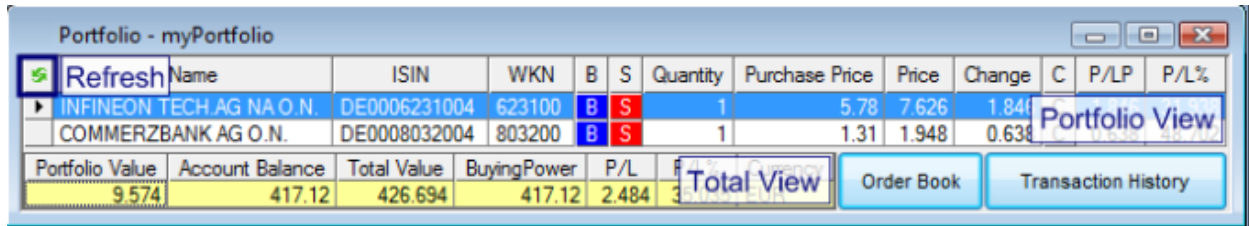
- You can also display your current positions and working orders on the chart of the traded security. See [Displaying Your Trades in Charts](#) on page 36.

- For an overview of all working orders and transactions in your portfolio, use the transaction history. See [Accessing the Transaction History](#) on page 38.

ViTrader Version 10.3

Accessing Your Portfolio

The portfolio window shows all current positions of your ViTrade account as a tabular overview. You can save portfolio windows together with other documents in a ViTrader workspace.



The screenshot shows a window titled "Portfolio - myPortfolio". It contains a table with columns: Name, ISIN, WKN, B, S, Quantity, Purchase Price, Price, Change, C, P/LP, and P/L%. The table lists two positions: INFINEON TECH.AG NA O.N. and COMMERZBANK AG O.N. Below the table is a summary section with columns: Portfolio Value, Account Balance, Total Value, BuyingPower, and P/L. The values are: 9574, 417.12, 426.694, 417.12, and 2.484. There are buttons for "Refresh", "Portfolio View", "Total View", "Order Book", and "Transaction History".

Name	ISIN	WKN	B	S	Quantity	Purchase Price	Price	Change	C	P/LP	P/L%
INFINEON TECH.AG NA O.N.	DE0006231004	623100	B	S	1	5.78	7.626	1.846			
COMMERZBANK AG O.N.	DE0008032004	803200	B	S	1	1.31	1.948	0.638			

Portfolio Value	Account Balance	Total Value	BuyingPower	P/L
9574	417.12	426.694	417.12	2.484

Note ViTrade consolidates all trades for the same security in one position. For example, a buy order for MSFT for 20 units and a subsequent buy order for the same stock for 30 units will amount to one consolidated position of 50 units in MSFT.

Portfolio and Total View

In the top part of the portfolio window, the **Portfolio View** shows all your positions as a list. In the **Total View** in the bottom part, you can see a summary of your assets and the current profit / loss. To request the current data from ViTrade, click the **Refresh** button in the top left corner (the portfolio is refreshed automatically when new orders are placed).

Learn more:

- [Creating Portfolios](#) on page 7
- [Logging In to a Portfolio](#) on page 7
- [Closing and Removing Portfolios](#) on page 14

Create buy and sell orders or close positions

You can place new orders for positions in your portfolio by clicking on **B** or **S**, and close existing positions by clicking on **C**.

Learn more:

- [Placing Orders](#) on page 16
- [Closing Positions](#) on page 26

Accessing the order book and transaction history

To see open/working or pre-defined orders, or get a list of all transactions in your portfolio, you can directly access the **Order Book** and **Transaction History**.

Learn more:

- [Using the Order Book](#) on page 33
- [Accessing the Transaction History](#) on page 38

Change the appearance of the portfolio window

You can add, remove or rearrange the columns that are shown in the portfolio view, or change the grid style, font and colors of both the portfolio and the total view. Additionally, you can adapt the configuration of your portfolio and change your login and trading passwords. If you are using more than one portfolio, you can choose which one should be used for trading by default.

Learn more:

- [Customizing Portfolios](#) on page 9
- [Changing Portfolio Configurations](#) on page 13

Creating Portfolios

Before you can start using the ViTrade trading integration, you have to create your portfolio in ViTrader with the account information that you have received from ViTrade.

To create a portfolio

- On the **Trade** menu, click **ViTrade > Create Portfolio**.
- In the **Create Portfolio** dialog, enter your ViTrade account data:

Portfolio Name	Enter a name for your portfolio. This name will be used to display the portfolio in ViTrader.
Customer ID	Enter your customer ID.
Account ID	Enter your account ID. If you have multiple accounts (for example a EUR and USD account), enter the account number of the EUR account.
Portfolio ID	Enter your portfolio ID.
Enable CFD Trading	Check to add a CFD trading option on the Trade menu. Your ViTrade account has to be enabled for CFD trading. See also CFD-Trading on page 29.

Note If you do not know your ViTrade account information, contact ViTrade: <http://www.vitrade.de>

- Click **OK**. You can now log in to your portfolio and start trading – see [Logging In to a Portfolio](#) on page 7.

Logging In to a Portfolio

You have to log in to your portfolio in order to see its current positions and place orders.

Note If your log-on password contains umlauts (e.g. ä / ö / ü), you cannot log in to ViTrader with that password. You have to change your password under <http://www.vitrade.de> before you can log in.

To log in to a portfolio

- On the **Trade** menu, click ViTrade and then the name of your portfolio. For example: **Trade > ViTrade > myPortfolio**.
- In the **Login** dialog, enter your log-on password and click **Login**.
- Depending on your account configuration:
 - Select the option **Use trading password**, enter your **Password**, and choose the amount of time that the password will be remembered from the **Validity** list, or
 - Select the option **per Session**, enter your iTAN code from your iTANCard, and choose the amount of time that the iTAN code will remain valid from the **Validity** list, or
 - Select the option **per Trade** – you will be asked for a new iTAN code for every trade.

- Click **Login**. Your portfolio with all current positions appears:

Portfolio - myPortfolio												
Name	ISIN	WKN	B	S	Quantity	Purchase Price	Price	Change	C	P/LP	P/L%	
INFINEON TECH.AG NA O.N.	DE0006231004	623100	B	S	1	5.78	7.625	1.845	C	1.845	31.920	
COMMERZBANK AG O.N.	DE0008032004	803200	B	S	1	1.31	1.944	0.634	C	0.634	48.397	
Portfolio Value	Account Balance	Total Value	BuyingPower	P/L	P/L%	Currency	Order Book		Transaction History			
9.569	417.12	426.689	417.12	2.479	34.965	EUR						

Note

The **Validity** setting limits the amount of time that you can place orders without having to re-enter your trading password or session iTAN code. For example, if you choose a validity of 15 minutes, the session iTAN code / trading password will be invalidated automatically after it has not been used for 15 minutes. When you try to place an order later, you will be asked for a new session iTAN code / trading password. The portfolio and order book documents can still be used, even if the session iTAN code / trading password is not valid anymore (you will not be logged out of the trading system).

Of course, you can also choose to keep the session iTAN code / trading password valid for the complete session (until you actively log out of the trading system by closing the portfolio window, see [Closing and Removing Portfolios](#) on page 14).

Opening Symbols from a Portfolio

For each position in your portfolio, you can open all kinds of documents, such as charts, time and sales, market depth etc. Before you can do this, you first have to connect a position in your portfolio with a symbol. Most positions are automatically connected with a symbol – you can change this connection manually, for example to connect to data from a different exchange.

Note

The connected symbol is also used to retrieve the current market price of a position and calculate other figures such as P/L. The default exchange that is used when opening an order dialog from a portfolio position also depends on the connected symbol.

To open a symbol from a portfolio

- Right-click on a position in the portfolio and choose **Open**.

Note

The **Open** command is only available for positions that have been connected to a symbol (see above).

- Choose the document type from the list (for example **Chart**).
- A new document is opened with the connected symbol for this position. The document is formatted with the default template.

To open a symbol using a template

- Right-click on a position in the portfolio and choose **Open**.
- Right-click the document type you want to use (or move the mouse pointer to the document type and wait for a moment) – an additional menu will appear to the right.
- Choose a template from the list.
- A new document is opened for the connected symbol. The document is formatted with the chosen template.

To open a list of related symbols

- Right-click on a position in the portfolio and choose **Related Symbols**.
- Choose from the list which symbols should be shown:

Same ISIN and Type	Shows all symbols that have the same ISIN and security type (such as stock, future etc.) as the portfolio position in a price page.
Same ISIN	Shows all symbols that have the same ISIN in a price page. This could also include other security types than that of the original position.
Symbol Search	Opens the Symbol Search dialog with the ISIN of the original position as the search term, and its security type preselected in the search settings.

To manually connect a portfolio position to a symbol

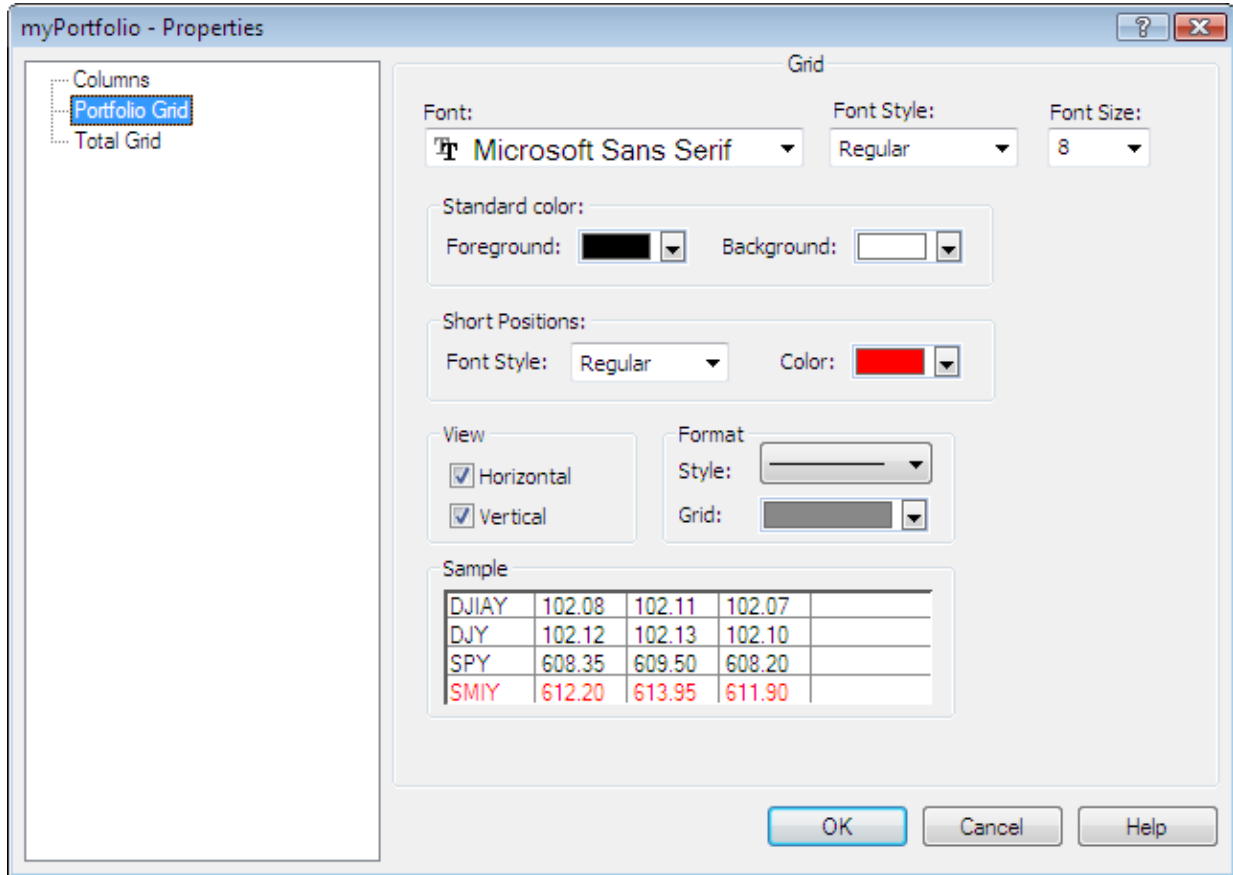
Note Manually connecting portfolio positions is usually not necessary, since all portfolio positions are connected automatically to an appropriate symbol. In some cases, you may want to change this connection, for example to connect to data from a different exchange.

- Right-click on a position in the portfolio and choose **Related Symbols > Connect Symbol**.
- The Symbol Search dialog appears. Choose the appropriate symbol in the symbol search results and click **OK**. The connected symbol must have the same currency as the portfolio position.

Customizing Portfolios

When you first open your portfolio, it is shown with its default settings. You can add, remove or rearrange the columns that are shown in the portfolio view, or change the grid style, font and colors of both the portfolio and the total view.

Most of those settings can be adapted in the properties dialog of the portfolio. To display the dialog, right-click in the portfolio and select **Properties**. The property dialog is made up of several property sheets. Each property sheet contains several properties that are related to each other. For example, the **Columns** property sheet allows you to configure the visible columns of the portfolio. You can choose the property sheet in the left part of the dialog.



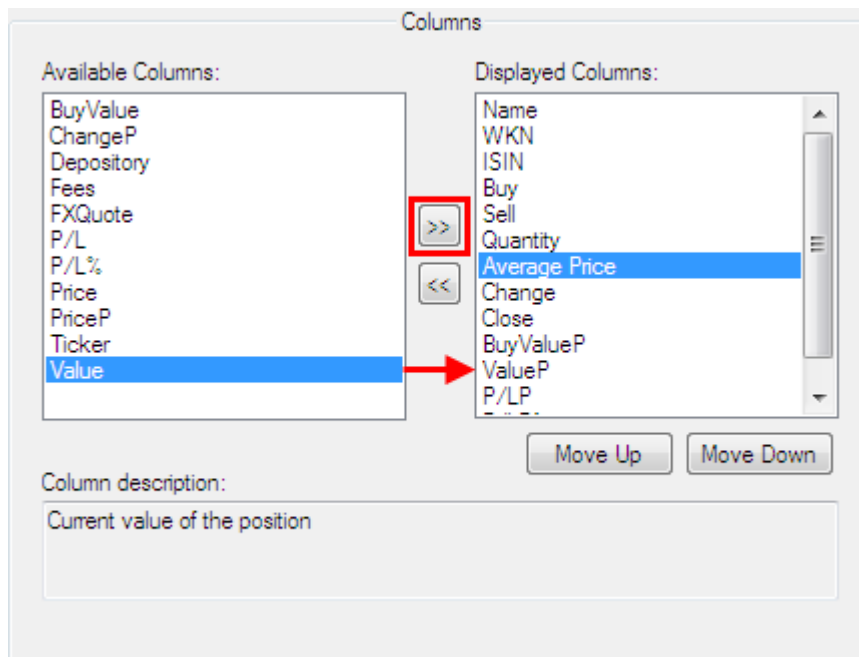
Adding, Removing and Rearranging Columns

You can add, remove and rearrange columns on the **Columns** property sheet of the properties dialog. To resize rows and columns, drag the separator between the rows or columns.

To add columns to a portfolio

- Right-click in the portfolio and select **Properties**.
- On the left side of the dialog, select **Columns**.
- On the right side of the dialog, select the column that you want to add from the **Available Columns** list. You can see a short description of each column when you click on it.

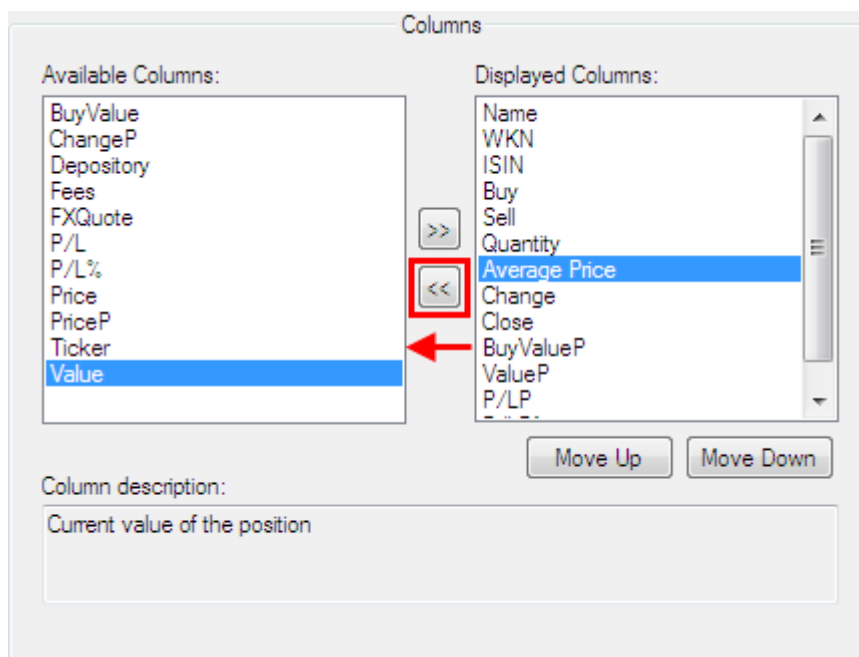
- Click >>.



- The chosen column is now moved to the **Displayed Columns** list.

To remove columns from a portfolio

- Right-click in the portfolio and select **Properties**.
- On the left side of the dialog, select **Columns**.
- On the right side of the dialog, select the column you want to remove from the **Displayed Columns** list.
- Click <<.



- The chosen column is now moved to the **Available Columns** list.

To rearrange the columns of a portfolio

- Right-click in the portfolio and select **Properties**.
- On the left side of the dialog, select **Columns**.
- On the right side of the dialog, select a column in the **Displayed Columns** list.

Note The columns in the **Displayed Columns** list are shown in the same order as they are shown in the portfolio.

- Click **Up** or **Down** to change the column's place in the list.

Note You can also rearrange the columns of a portfolio by clicking on the column header and dragging the column to its new position.

To resize the width of a column or the height of a row

- Place the mouse pointer between two columns or rows. The mouse pointer changes:



- Hold the mouse button down and move the mouse to widen / shorten the column or row.

Changing the Grid Style, Font and Colors

You can change the appearance and color of the grid, the font of the portfolio texts, the color of the text and the background color of the portfolio on the **Portfolio Grid** or **Total Grid** property sheets.

To change the grid style, font and colors of the portfolio or total view

- Right-click in the portfolio and choose **Properties**.
- In the **Properties** dialog, click **Portfolio Grid** to change the settings of the portfolio view (top part), or **Total Grid** to change the settings of the total view (bottom part).
- Adapt the following options to your need:

Font

Font	Type of font used for portfolio texts
Font Style	Font style of portfolio texts (Regular , Italic , Bold , Italic + Bold)
Font Size	Size of the font used for portfolio texts

Standard color

Foreground	Color of the portfolio text
Background	Background color of the portfolio

Short positions

Font Style	Font style of portfolio texts for short positions (futures)
Color	Color of the portfolio text for short positions and current position in the order dialog (futures)

Grid lines

Horizontal	Check to display horizontal grid lines between rows
Vertical	Check to display vertical grid lines between columns
Style	Line style of all visible grid lines
Grid	Color of all visible grid lines

Changing Portfolio Configurations

You can change the configuration data and trading PIN for your portfolio.

Note Changing the *portfolio configuration* in ViTrader will not influence your account with ViTrade. This function should primarily be used to correct typing errors or reproduce changes in your ViTrade account that were communicated by ViTrade.

Changing the *trading PIN* for your ViTrade account in ViTrader will also be replicated in the ViTrade system.

If you are using more than one portfolio, you can define one of them as your default portfolio (the default portfolio is used for placing orders when you are logged in into more than one portfolio at once).

To change the portfolio configuration

Note You can only change the portfolio configuration while the portfolio is closed. Otherwise, an error message will be displayed. See [Closing and Removing Portfolios](#) on page 14.

- On the **Trade** menu, click **ViTrade > Modify Portfolio** and choose the portfolio that you want to modify. For example: **Trade > ViTrade > Modify Portfolio > myPortfolio**.
- In the **Modify Portfolio** dialog, change the ViTrade account data. See also [Creating Portfolios](#) on page 7.
- Click **OK**. The portfolio configuration is changed immediately.

To change the password for your portfolio

Note This function is only available for portfolios that use a trading password.

- Log in to the portfolio that you want to change the password for. See [Logging In to a Portfolio](#) on page 7.
- On the **Trade** menu, click **ViTrade > Change Passwords**.

- In the **Change Passwords** dialog, enter your old trading PIN into the **Old** field.

- Enter the new trading PIN into the **New** field and into the first **Confirm** field.
- Enter your logon PIN into the second **Confirm** field at the bottom.
- Click **OK**. You can continue using your portfolio with the new trading PIN.

To set a default portfolio

- On the **Trade** menu, click **Default account**.
- Choose the name of the portfolio that you want to use by default.

or

- Activate the star icon in the lower left corner of the portfolio that you want to use by default:

★ This is the default portfolio

★ Click to use as default portfolio

Closing and Removing Portfolios

You close a portfolio by closing the window that it is displayed in. When you close a portfolio, its connection to the ViTrade trading system is terminated.

You can also permanently remove a portfolio from the ViTrader interface. This will not delete your ViTrade account, it will only remove its connection with ViTrader.

To close a portfolio

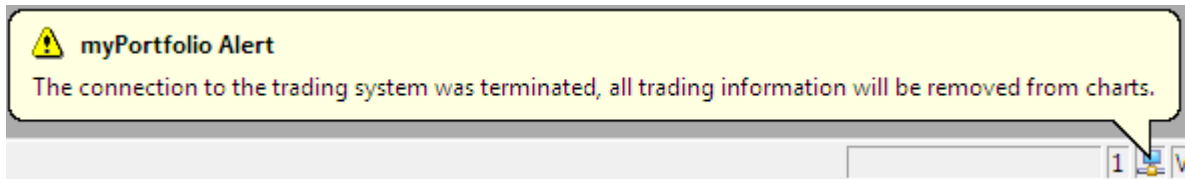
- On the **File** menu, click **Close**.

Note

You can also click on the **Close** button in the upper right corner of the document window:



- A message appears at the bottom of the main window, confirming that the connection to the trading system was terminated for this portfolio.



To remove a portfolio

Warning *This action cannot be undone.* This will remove the portfolio from the ViTrader interface including its configuration. It will however not affect your ViTrade account.

- On the **Trade** menu, click **ViTrade > Remove Portfolio** and choose the portfolio that you want to delete. For example: **Trade > ViTrade > Remove Portfolio > myPortfolio**.
- The portfolio configuration is removed from ViTrader. This will not affect your trades and orders with ViTrade.

Placing and Managing Orders

You can place your orders from all documents that show quote data: Price pages, watch list, charts, market depth, time and sales documents; and also from Symbol Search dialog. You can also place an order for securities that are already part of your portfolio or are displayed in the order book.

For each order, you can choose the order type (for example market, limit, stop, stop limit) and additional order supplements (validity of the order, trading phase it is submitted to, and quantity supplements like Fill or Kill orders). If you want to create an order without sending it to the exchange immediately, you can also pre-define orders. To use the same settings for orders that are routed to the same exchange or concern the same security type, use the order defaults.

For easier placement of orders, you can also activate single-click trading, or keep the order dialog open after sending the order: See [Changing the Trading Settings](#) on page 40.

Placing Orders

There are several different ways to place an order in ViTrader. For all of them, you first have to select a security that you want to create a buy or sell order for. Depending on the type of document where you select the security, you have different possibilities to open a new order ticket:

- *Price page / watch list:* You can create an order by right-clicking a symbol, or by double-clicking in the Bid / Ask columns.
- *Chart:* You can create an order by right-clicking the symbol, or by double-clicking below or above the time series.
- *Market depth:* You can create an order by right-clicking in the document, or by double-clicking in the Bid / Ask columns.
- *Time and sales:* You can create an order by right-clicking the symbol, or by double-clicking in the Bid / Ask columns.
- *Symbol Search:* You can create an order by right-clicking the symbol in the search results.
- *Portfolio / order book:* You can create an order by clicking on **B** or **S** in the window.


To place a buy or sell order from the context menu

- In a document, for example in a price page, right-click the symbol that you want to trade.

Note

This method works from all documents (price page, watch list, chart, market depth or time and sales) and Symbol Search dialog. If you right-click on a specific Bid or Ask price in price pages, watch lists, market depth or time and sales, the chosen price is automatically pre-filled in the Limit or Stop field.

- Choose **Buy** or **Sell**.

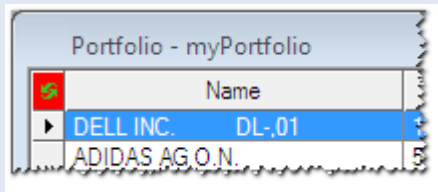
- The **Order (BUY)** or **Order (SELL)** dialog is displayed. If you want to switch from a **BUY** dialog to a **SELL** dialog (or the other way round), click on .

- Enter the number of units that you want to trade in the field **Quantity**. You can see the size of your current position next to this field.

Note For futures contracts, you also have to choose if you want to open or close a position with this order. For OTC products, you can choose to either send a usual order or request a price from the issuer. See [Futures and Issuer Trading](#) on page 27 for details.

- Choose an **Order Type**. For details about the available order types, see [Available Order Types](#) on page 19.
- If necessary for the chosen order type, enter a **Limit** or **Stop** price, plus additional information (like the **Trailing Interval**), for your order.
- If you have multiple accounts in different currencies, for example EUR and USD accounts, choose the **Account** that you want to use for this order.
- Adapt the settings for order validity, set the desired trading phase and add quantity order supplements to your order. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

Note The portfolio and order book are now automatically updated. While the update is in process, the **Refresh** icon in the top left corner of the portfolio and order book windows is shown with a red background:



The portfolio and order book are not showing current data while the red icon is visible.

To place a buy or sell order from the Bid and Ask columns

- Double-click on the **Bid** or **Ask** column of the symbol that you want to trade.

Note

This method works from price pages, watch lists, market depth or time and sales documents. If you double-click on a specific Bid or Ask price, the chosen price is automatically pre-filled in the Limit or Stop field. If you have activated single-click trading, you can use a single click instead of a double-click to place an order. See [Changing the Trading Settings](#) on page 40.

- Depending on your trading settings, the **Order (BUY)** or **Order (SELL)** dialog is displayed. By default, **Join Bid/Ask** is activated which means that a click on the **Bid** column will open a buy order, and a click on the **Ask** column will open a sell order, like shown in the picture below. For more information, see [Changing the Trading Settings](#) on page 40.

Name	Last	Change%	Bid	Ask	Ticker
ADIDAS AG O.N.	22,60	-6,57% ↓	22,58	22,60	ADS
ALLIANZ SE VNA O.N.	52,16	-5,59% ↓	52,09	52,15	ALV
BASF SE O.N.	21,56	-4,69% ↓	21,56	21,58	BAS
▶ BAYER AG O.N.	37,55	-2,67% ↓	37,51	37,54	BAY
BEIERSDORF AG O.N.	33,05	-1,96% ↓	33,02	33,09	BEI

Buy Sell

- Enter the **Quantity**, **Order Type**, **Limit** or **Stop** price and other settings like described above and click **Chargeable BUY** or **Chargeable SELL** to transmit the order to the ViTrade trading system.

To place a buy or sell order from a chart document

Note If you have activated single-click trading, you can use a single click instead of a double-click to place an order. See [Changing the Trading Settings](#) on page 40.

- Double-click *below* the time series to place a buy order.
- Double-click *above* the time series to place a sell order.



- The **Order (BUY)** or **Order (SELL)** dialog is displayed.
- Enter the **Quantity**, **Order Type**, **Limit** or **Stop** price and other settings like described above and click **Chargeable BUY** or **Chargeable SELL** to transmit the order to the ViTrade trading system.

To place a buy or sell order from the portfolio or order book

- In the portfolio or order book (see [Using the Order Book](#) on page 33), click on **B** to place a buy order, or on **S** to create a sell order for a security.
- The **Order (BUY)** or **Order (SELL)** dialog is displayed.
- Enter the **Quantity**, **Order Type**, **Limit** or **Stop** price and other settings like described above and click **Chargeable BUY** or **Chargeable SELL** to transmit the order to the ViTrade trading system.

Note

The columns **B** and **S** can also be displayed in a price page document. Consult the ViTrader User Guide under **Help > Help** for more information on adding columns in price pages.

To place a buy or sell order with keyboard shortcuts

- Click on the symbol that you want to trade (in the portfolio, order book, price page, chart or in any other document , including the Symbol Search dialog).
- Press ALT + F1 to place a buy order, or ALT + F2 to place a sell order.
- The **Order (BUY)** or **Order (SELL)** dialog is displayed.
- Enter the **Quantity**, **Order Type**, **Limit** or **Stop** price and other settings like described above and click **Chargeable BUY** or **Chargeable SELL** to transmit the order to the ViTrade trading system.

Available Order Types

The following order types are available for the ViTrade trading integration:

Market	When you place a market order, you will receive the current market price at the time that your order is presented for execution. See Market Orders on page 20.
Limit	A limit order is executed at the limit price that you define as soon as the market price reaches your limit price. The limit order could also be executed at a better price than the limit price (that means, below the limit price for a buy order, or above the limit price for a sell order). Execution of a limit order is not guaranteed. See Limit Orders on page 20.
Stop Market	A stop order is executed as soon as the price of the traded security reaches the stop price that you have defined. The order is then executed like a market order at the current market price. See Stop Market Orders on page 21.
Stop Limit	A stop limit order is a combination of a stop and a limit order. As soon as the stop price is reached, the order is activated and will then be executed like a normal limit order with the limit price that you have defined for it. See Stop Limit Orders on page 22.
Trailing Stop	A trailing stop order is similar to a stop order, except that the stop price follows the price movement dynamically as long as the price moves in favor of the currently held position. It is executed as a market order as soon as the price of the traded security reaches the stop price. See Trailing Stop Orders on page 22.

Trailing Stop Limit	Trailing stop limit orders are similar to trailing stop orders. When the stop price is reached, the order is activated and will be executed like a limit order with the limit price set at an absolute distance to the trigger price (limit interval). See Trailing Stop Limit Orders on page 23.
OCO	With an OCO order (One Cancels Other), you can combine two different orders. If one of the orders gets executed, the other one will be cancelled automatically. Both orders have to be of the same type (buy or sell), that means you cannot combine a buy order with a sell order. See OCO Orders on page 24.
MidPoint Market	MidPoint market orders can only be used to trade stocks from DAX, MDAX, SDAX and TechDAX on Xetra. The orders are entered into a closed order book and are executed at midpoint between the best bid and ask price of the open Xetra order book. See MidPoint Market Orders on page 24.
MidPoint Limit	MidPoint limit orders are similar to MidPoint market orders, but let you add a limit price to your order. They can only be used to trade stocks from DAX, MDAX, SDAX and TechDAX on Xetra. See MidPoint Limit Orders on page 25.

Note Some exchanges do not support certain order types. Therefore, in some cases not all order types described here may be available for a specific exchange.

Market Orders

When you place a market order, you will receive the current market price at the time that your order is presented for execution.

Note Market orders are the default order type when closing a position (see [Closing Positions](#) on page 26).

To place a market order

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**.
- Choose **Market** from the **Order Type** list.

The screenshot shows a portion of the order entry interface. On the left, there is a label 'Order Type:' followed by a dropdown menu currently displaying 'Market'. To the right of the dropdown are two input fields. The first is labeled 'Limit' and the second is labeled 'Stop (Trigger)'. Each input field has a small 'B' button above it and an 'R' button below it.

- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

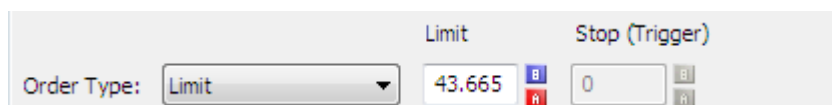
Limit Orders

A limit order is executed at the limit price that you define as soon as the market price reaches your limit price. The limit order could also be executed at a better price than the limit price (that means, below the limit price for a buy order, or above the limit price for a sell order). Execution of a limit order is not guaranteed.

Note Limit orders are the default order type when opening a position.

To place a limit order

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**.
- Choose **Limit** from the **Order Type** list.



The screenshot shows the 'Order Type' dropdown menu set to 'Limit'. To the right, there are two input fields: 'Limit' with the value '43.665' and 'Stop (Trigger)' with the value '0'. Each input field has a blue 'B' button and a red 'A' button next to it.

- In the **Limit** field, enter the limit price. You can automatically fill this field with the current **Bid** and **Ask** prices by clicking on the **B** or **A** buttons next to the field.

Note For *buy limit orders*, the limit price must be lower than the current market price. For *sell limit orders*, the limit price must be higher than the current market price. Otherwise, the order will be treated like a market order.

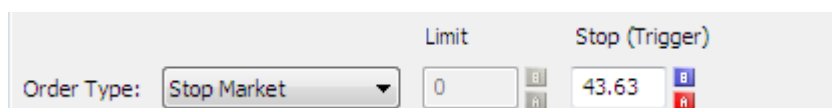
- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

Stop Market Orders

A stop order is executed as soon as the price of the traded security reaches the stop price that you have defined. The order is then executed like a market order at the current market price.

To place a stop market order

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**.
- Choose **Stop Market** from the **Order Type** list.



The screenshot shows the 'Order Type' dropdown menu set to 'Stop Market'. To the right, there are two input fields: 'Limit' with the value '0' and 'Stop (Trigger)' with the value '43.63'. Each input field has a blue 'B' button and a red 'A' button next to it.

- In the **Stop (Trigger)** field, enter the stop price. You can automatically fill this field with the current **Bid** and **Ask** prices by clicking on the **B** or **A** buttons next to the field.

Note For *stop buy orders*, the stop price must be higher than the current market price. For *stop loss orders*, the stop price must be lower than the current market price. Otherwise, the order will be treated like a market order.

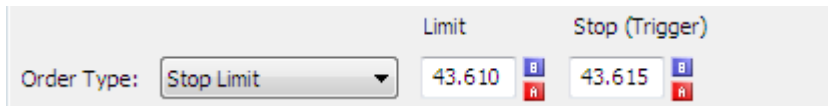
- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

Stop Limit Orders

A stop limit order is a combination of a [stop](#) and a [limit order](#). As soon as the stop price is reached, the order is activated and will then be executed like a normal limit order with the limit price that you have defined for it.

To place a stop limit order

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**.
- Choose **Stop Limit** from the **Order Type** list.



Order Type:	Stop Limit	Limit	43.610	B	A	Stop (Trigger)	43.615	B	A
-------------	------------	-------	--------	---	---	----------------	--------	---	---

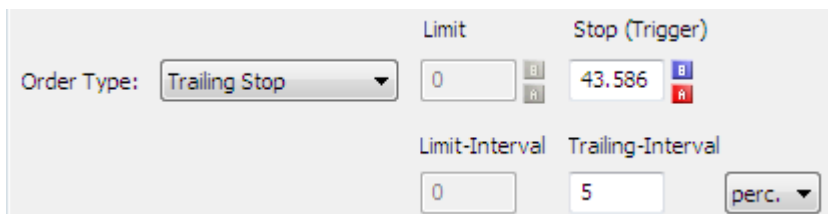
- In the **Limit** field, enter the limit price. You can automatically fill this field with the current **Bid** and **Ask** prices by clicking on the **B** or **A** buttons next to the field.
- In the **Stop (Trigger)** field, enter the stop price.
- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

Trailing Stop Orders

A trailing stop order is similar to a stop order. It is executed as a market order as soon as the price of the traded security reaches the stop price. The difference between normal stop orders and trailing stop orders is that the stop (trigger) price of the trailing stop order changes dynamically – it follows the price movement at the distance of your chosen trailing interval as long as the price moves in favor of the currently held position. The trailing interval is set as an absolute value or as a percentage. Once the security price reverses direction, the trigger price stops moving. Thus, this order type can be used to both maximize profits when a stock's price is moving in favor of your position, and limit losses when it's moving against your position.

To place a trailing stop order

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**.
- Choose **Trailing Stop** from the **Order Type** list.



Order Type:	Trailing Stop	Limit	0	B	A	Stop (Trigger)	43.586	B	A
		Limit-Interval	0			Trailing-Interval	5		perc.

- In the **Stop (Trigger)** field, enter the initial stop price. You can automatically fill this field with the current **Bid** and **Ask** prices by clicking on the **B** or **A** buttons next to the field.
- In the **Trailing-Interval** field, enter the distance from the quoted price (the trigger price will follow the quoted price at this distance). Choose whether the value should be interpreted as an absolute value (**abs.**) or as a percentage (**perc.**).

Note For example, if you enter a **Trailing-Interval** of 1 for a *trailing stop loss* order, and the price moves from 10 up to 13, the new stop price will be set at 12 (13 – 1).

- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

Trailing Stop Limit Orders

Trailing stop limit orders are similar to [trailing stop orders](#) – the stop price follows the price movement dynamically as long as the price moves in favor of the currently held position. When the stop price is reached, the order is activated and will be executed like a limit order with the limit price set at an absolute distance to the trigger price (limit interval).

To place a trailing stop limit order

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**.
- Choose **Trailing Stop Limit** from the **Order Type** list.

The screenshot shows the 'Order Type' dropdown set to 'Trailing Stop Limit'. The 'Limit' field is empty, and the 'Stop (Trigger)' field contains '43.586' with 'B' and 'A' buttons. The 'Limit-Interval' field contains '0.5' and the 'Trailing-Interval' field contains '5'. A dropdown menu for the trailing interval is set to 'perc.'.

- In the **Stop (Trigger)** field, enter the initial stop price. You can automatically fill this field with the current **Bid** and **Ask** prices by clicking on the **B** or **A** buttons next to the field.
- In the **Trailing-Interval** field, enter the distance from the quoted price (the trigger price will follow the quoted price at this distance). Choose whether the value should be interpreted as an absolute value (**abs.**) or as a percentage (**perc.**).

Note For example, if you enter a **Trailing-Interval** of 1 for a *sell trailing stop limit* order, and the price moves from 10 up to 13, the new stop price will be set at 12 (market price 13 – trailing interval 1).

- In the **Limit-Interval** field, enter the absolute distance between the trigger price and the limit price that should be used when the order is activated.

Note For example, if a *sell trailing stop limit* order is triggered at a price of 12 with a **Limit-Interval** value of 0,5, the limit price will be set at 11,5 (trigger price 12 – limit interval 0,5).

- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

OCO Orders

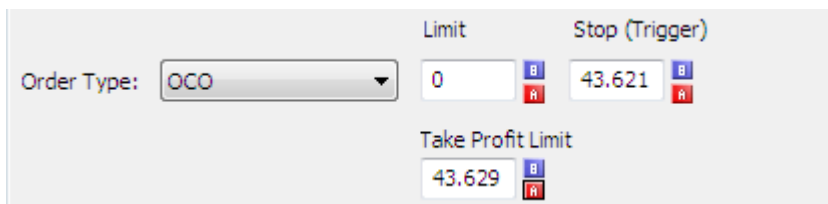
With an OCO order (One Cancels Other), you can combine two different orders. If one of the orders gets executed, the other one will be cancelled automatically. Both orders have to be of the same type (buy or sell), that means you cannot combine a buy order with a sell order.

The first order can either be a *stop market order* or a *stop limit order* (use the usual **Limit** and **Stop (Trigger)** fields to set stop and/ or limit price).

The second order is always a *limit order* (enter its price into the **Take Profit Limit** field).

To place an OCO order

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**.
- Choose **OCO** from the **Order Type** list.



The screenshot shows a dialog box for placing an OCO order. The 'Order Type' dropdown is set to 'OCO'. There are three input fields: 'Limit' with the value '0', 'Stop (Trigger)' with the value '43.621', and 'Take Profit Limit' with the value '43.629'. Each input field has 'B' (Buy) and 'A' (Ask) buttons next to it.

- In the **Stop (Trigger)** field, enter the stop price for the first order. You can automatically fill this field with the current **Bid** and **Ask** prices by clicking on the **B** or **A** buttons next to the field.
- In the **Limit** field, enter the limit price for the first order.

Note If you want your first order to be a *stop market order*, leave the **Limit** field empty.

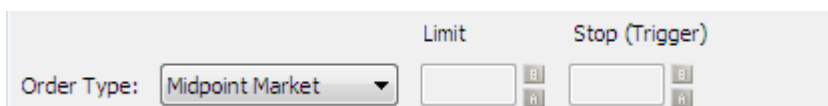
- In the **Take Profit Limit** field, enter the limit price for the second order.
- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

MidPoint Market Orders

MidPoint market orders can only be used to trade stocks from DAX, MDAX, SDAX and TechDAX on Xetra. The orders are entered into a closed order book and are executed at midpoint between the best bid and ask price of the open Xetra order book. Orders are exclusively executed together with other Xetra-MidPoint orders. MidPoint order executions do not trigger stops and also do not lead to updating of the Xetra reference price.

To place a MidPoint market order

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**.
- Choose **MidPoint Market** from the **Order Type** list.



The screenshot shows a dialog box for placing a MidPoint Market order. The 'Order Type' dropdown is set to 'Midpoint Market'. There are two input fields: 'Limit' and 'Stop (Trigger)', both of which are currently empty. Each input field has 'B' (Buy) and 'A' (Ask) buttons next to it.

- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

MidPoint Limit Orders

MidPoint limit orders are similar to [MidPoint market orders](#), but let you add a limit price to your order. They can only be used to trade stocks from DAX, MDAX, SDAX and TechDAX on Xetra.

To place a MidPoint limit order

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**.
- Choose **MidPoint Limit** from the **Order Type** list.

The screenshot shows a section of the order dialog with the following elements:

- Order Type:** A dropdown menu set to "Midpoint Limit".
- Limit:** A text input field containing "43.59". To its right are two small buttons labeled "B" (Bid) and "A" (Ask).
- Stop (Trigger):** A text input field containing "0". To its right are two small buttons labeled "B" and "A".

- In the **Limit** field, enter the limit price. You can automatically fill this field with the current **Bid** and **Ask** prices by clicking on the **B** or **A** buttons next to the field.
- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

Changing the Order Supplements

The order supplements are additional settings for an order. With them, you can define how long your order should be valid in the system, into which trading phase of an exchange it is submitted, and what should happen to it when there are not enough units available in the market to fill it (quantity supplements).

Note Some exchanges do not support certain order supplements. Therefore, in some cases not all order supplements described here may be available for a specific exchange.

Order validity

With the order validity supplement, you can influence how long the order will be valid in the system. Choose your preferred validity from the **Valid to** list. The chosen date is shown to the right of the list.

The screenshot shows the "Valid to:" dropdown menu in the order dialog. The menu is open, showing three options: "Day", "Ultimo", and "Good till Date". The "Day" option is currently selected and highlighted in blue.

Day	The order is only valid today
Ultimo	The order is valid until the last day of the current month
Good till Date	The order is valid until a specific date that you have to specify in the calendar.

Good till Cancel	The order is valid until it is manually cancelled.
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Trading phases

For some exchanges, you can choose the trading phase that your order should be transmitted to in the **Trad. Phase** list.

Trad. Phase:	<div style="border: 1px solid black; padding: 2px;"><div style="background-color: #e0e0e0; padding: 2px;">None</div><div style="background-color: #e0e0e0; padding: 2px; border-bottom: 1px solid black;">None</div><div style="background-color: #e0e0e0; padding: 2px; border-bottom: 1px solid black;">Auction</div><div style="background-color: #e0e0e0; padding: 2px; border-bottom: 1px solid black;">Opening Auction</div><div style="background-color: #e0e0e0; padding: 2px;">Closing Auction</div></div>
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None	No trading phase is chosen (or available)
Cash	The order will be transmitted to the cash market
Auction	The order will be transmitted to the main auction
Opening Auction	The order will be transmitted to the opening auction
Closing Auction	The order will be transmitted to the closing auction

Quantity supplements

For most exchanges, you can specify what should happen to your order if there are not enough units available on the market to fill it. Select the quantity supplement that you want to use:

<input type="checkbox"/> Fill Or Kill	<input type="checkbox"/> All Or None
<input type="checkbox"/> Immediate Or Cancel	

If you do not specify one of the following supplements, your order might also be filled in parts.

Fill Or Kill	A Fill or Kill order is either filled as a whole or not at all. If the order cannot be filled as a whole, it is automatically cancelled.
Immediate Or Cancel	An Immediate or Cancel order can be filled in parts. If it cannot be filled as a whole, the remaining part of the order is automatically cancelled.
All Or None	An All or None order is identical to a Fill or Kill order – it is either filled as a whole or not at all. This supplement is only available for American securities.

Closing Positions

You can close each position from the portfolio document. To do this, you have to place an order that will cancel out your current position as soon as it is executed. With ViTrader, you can automatically create such an order.

To close a position

- In the portfolio, click on **C**.
- The **Order (BUY)** or **Order (SELL)** dialog is displayed, depending on the position that you held.
- The size of your current position is automatically filled into the field **Quantity**.
- Choose an **Order Type** like described in [Available Order Types](#) on page 19.
- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.

- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. As soon as it is executed, it will cancel out your current position.

Futures and Issuer Trading

You can also trade futures contracts or OTC products with the ViTrade trading integration. In these cases, the order process is different to that of other securities.

Futures

When trading futures, an additional option is available in the **Order** dialog: You can choose whether you want to open a new position or close an existing position with this order.


ViTrade lets you hold *opposite positions* for a futures contract – this means that you can for example hold a long position of 2 contracts in the DAX future for 06/2009 and at the same time also hold a short position of 3 contracts in the DAX future for 06/2009. These two positions are displayed separately in the portfolio overview. When closing an open position, you cannot at the same time open an opposite position – for example, when you want to close a long position of 2 contracts in the DAX future for 06/2009, you cannot close this position with a sell order for 3 contracts, because this would result in a new short position of 1 contract. In this case, an error message would be displayed.

Note On the chart, all open positions are combined into one trade tool. See [Displaying Your Trades in Charts](#) on page 36.

To place an order for a futures contract

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**. If you want to close a position, the quantity that you enter must not exceed the size of your current position, which is displayed next to this field.
- Choose if you want to **Open** a new position with this order, or **Close** an existing position.

- Note** When you already have an open position in a futures contract, ViTrader assumes that you want to:
 - *Close* an existing position if a long position is followed with a sell order, or a short position is followed with a buy order
 - *Open* a new position if a long position is followed with a buy order, or a short position is followed with a sell order.

If you switch between the **BUY** and **SELL** dialog by clicking on , the selection (**Open** or **Close**) might be changed automatically, depending on your current position (long or short). You can of course change the suggested choice manually. Choose an **Order Type**. For details about the available order types, see [Available Order Types](#) on page 19.

- If necessary, enter a **Limit** or **Stop** price for your order.
- Adapt the settings for order validity and add quantity order supplements to your order. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.

Note You cannot set a trading phase for futures – all orders are routed as *continuous trading*.

- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

Issuers

You can trade OTC products directly with the issuer. For most issuers, you have the choice of either placing an order with them like on other exchanges (see [Placing Orders](#) on page 16), or sending a quote request and trade based on the current quoted price.

To place an order for an OTC product with an issuer

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Choose the issuer that you want to trade with from the **Exchange** list.
- Choose **Limited Order**.

- Enter the number of units that you want to trade in the field **Quantity**.
- Choose an **Order Type**. For details about the available order types, see [Available Order Types](#) on page 19.
- If necessary for the chosen order type, enter a **Limit** or **Stop** price, plus additional information (like the **Trailing-Interval**), for your order.
- Adapt the settings for order validity, set the desired trading phase and add quantity order supplements to your order. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL**. The order is transmitted to the ViTrade trading system. While the order is being transmitted, the **Order** dialog remains visible. As soon as the order is accepted by the trading system, the dialog is closed.

To request a price for an OTC product from an issuer

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Choose the issuer that you want to trade with from the **Exchange** list.

- Choose **Quote Request**. The **Order** dialog will change now:

Order (BUY) - my Portfolio

Security
 DEUTSCHE BANK AG NA O.N. Account: 1000463464 (EUR)
 ISIN: DE0005140008 Currency: EUR
 Exchange: Tradegate Quote Request Limited Order

Order
 Quantity: 100 Current Position: 0

	Sell	Buy
Volume		
Price		

Pre define order, do not send

GET QUOTE chargeable **SELL**

- Enter the number of units that you want to trade in the field **Quantity**.
- Click **GET QUOTE**.
- Your quote request is sent to the issuer. The issuer will now give you his current quoted price for your request. As soon as a quote has been returned, it is displayed in the table of the **Order** dialog. This quote is only valid for a limited time.
- Click **Chargeable BUY** or **Chargeable SELL**. You only have a limited time to do so – the number of seconds that remain are shown in brackets on the **Chargeable BUY** or **Chargeable SELL** button.

Note Should the time run out to transmit the order to the issuer, **GET QUOTE** is shown again. You can now request a new quote.

CFD-Trading

CFD trading at ViTrade currently allows you to trade on over 19 markets and covers a wide range of CFDs on shares, forex pairs, financials and the most important commodity futures. The CFD trading platform is shown in a separate window: Trading is only possible inside this window – it cannot be triggered from other documents, and CFD trades and orders will not be shown in charts.

Note Your ViTrade account must be enabled for CFD trading in order to use this feature. For further information, please contact ViTrade: <http://www.vitrade.de>.

To open the CFD trading platform

- Log in to your portfolio – see [Logging In to a Portfolio](#) on page 7.
- Click **Trade > ViTrade** and then the name of your portfolio with CFD extension – for example, **myPortfolio CFD**.

Note

If you cannot see this option on the menu, you have to enable CFD trading in the portfolio definition of your account (see [Creating Portfolios](#) on page 7 and [Changing Portfolio Configurations](#) on page 13).

- A web watch window opens showing the CFD trading platform. You will be logged in automatically.

To close the CFD trading platform

- Click **Close** inside the CFD trading platform to close your CFD trading session.

Warning

If you just close the web watch window, you will have to wait for some minutes before you are allowed to log in again.

Pre-defining Orders


You can create orders without immediately transmitting them to the trading system. These so-called pre-defined orders will only be visible in your order book. You can later transmit them from the order book to the ViTrade trading system at any time.

To pre-define an order

- Open the **Order (BUY)** or **Order (SELL)** dialog. See [Placing Orders](#) on page 16.
- Enter the number of units that you want to trade in the field **Quantity**.
- Choose an **Order Type** like described in [Available Order Types](#) on page 19.
- Adapt the other order supplements to your needs. See [Changing the Order Supplements](#) on page 25 for details on the possible settings.
- Select the option **Pre define order, do not send**. The **Chargeable BUY** or **Chargeable SELL** button will now be labeled **Save** and changes to a lighter color.



Pre define order, do not send

Save  chargeable **SELL**

- Click **Save**. The order is saved in the **Order Book**. It is not transmitted to the ViTrade trading system.



Ty...	Ticker	ISIN	Sto...	Sec...	Q...	Va...	Validity	Tra...	B	S	C	M	T	
Buy	DELL INC.	DL-01	US24702R1014	Xetra	Stock	0	Day	12.05.2009	None	B	S	C	M	T
Buy	BAY.MOTOREN WERKE AG ST	DE0005190003	Xetra	Stock	0	Day	12.05.2009	None	B	S	C	M	T	

Order Id	Ty...	Ticker	Symbol Name	ISIN	WKN	Stock E...	Date	State	Validity
2229759	Buy	ADS	ADIDAS AG O.N.	DE0005003404	500340	Stuttgart	12.05.2009	Routed	12.05.2009

To transmit a pre-defined order

- Right-click in the portfolio and select **Order Book**.
- All pre-defined orders are displayed in the top part of the order book. Click on **TRANSMIT chargeable** to transmit a pre-defined order to the ViTrade trading system.

Note

You can also modify and cancel pre-defined orders in the order book: See [Using the Order Book](#) on page 33.

Defining Order Defaults

If you want to use the same settings for orders that are routed to the same exchange or concern the same security type, you can do this by defining order defaults.

Each line in the **Order Defaults** dialog defines one default setting (or rule). An order default setting can apply to:

- A *security type*: You can define order defaults that are only valid for stocks, for indices, futures or other security types.
- A *specific exchange*: You can define order defaults that will only be valid on a certain exchange.
- A *specific security*: You can define order defaults that will only be valid for a specific security.
- A *combination* of the above, for example a security type and an exchange. The order defaults will then for example be used for all stock trading on Xetra.

You can define multiple order defaults. When creating a new order, the most fitting order default settings will be used. Consider the following example:

Security Type	Stock Exchange	ISIN	Ticker	Order Type	Quantity	Validity Type
Stock	<All>	<All>	<All>	Market	100	Good till Date
Stock	NASDAQ	<All>	<All>	Market	10	Good till Date
Stock	NASDAQ	US5949181045	MSFT	Limit	10	Day

If you trade the Microsoft stock on NASDAQ, the last line of order defaults will be used: A limit order with a quantity of 10 and the validity **Day**. If you trade any other NASDAQ stock, the second line will be used. If you trade Microsoft or any other stock on another exchange, the general order defaults for stocks (first line) will be used.

Note

The order defaults are valid for all ViTrade portfolios.

To define order defaults

- On the **Trade** menu, click **ViTrade > Order Defaults**.
- In the **Order Defaults** dialog, click **Add**.
- You first have to define for which kind of order your defaults will be used. In the new order default line, choose a **Security Type**, **Stock Exchange** or **ISIN / Ticker**:

Security Type

Choose an entry from the list.
The order defaults of this line will apply to all new orders that you create with this security type (for example **Stock**, **Future**, **Option**...).

Stock Exchange

Choose an entry from the list.
The order defaults of this line will apply to all new orders that you create with this stock exchange (for example **Xetra**, **NASDAQ**, **Eurex**...).

ISIN

Type an ISIN into the field and press ENTER. Choose the appropriate symbol in the symbol search results and click **OK**. The columns **Security Type**, and **Ticker** will be filled with the appropriate data for this symbol automatically.

	The order defaults of this line will apply to all new orders that you create for this specific symbol.
Ticker	Type the ticker of a symbol into the field and press ENTER. Choose the appropriate symbol in the symbol search results and click OK . The columns Security Type , and ISIN will be filled with the appropriate data for this symbol automatically. The order defaults of this line will apply to all new orders that you create for this specific symbol.

- In the columns **Order Type**, **Quantity** and **Validity Type**, choose the default settings that you want to use. See [Available Order Types](#) on page 19 and [Changing the Order Supplements](#) on page 25 for the available settings.
- Click **OK**.

Note If you click **Cancel** instead after you have changed the order default settings, a dialog will appear asking if you want to discard the changes. Click **OK** to discard all your changes and close the dialog, click **Cancel** to keep the dialog (including your changes) open.

To remove order defaults

- On the **Trade** menu, click **ViTrade > Order Defaults**.
- In the **Order Defaults** dialog, select the line that you want to remove.
- Click **Remove**.
- Click **OK**.

Using the Order Book

The order book shows all working and pre-defined orders.

To open the order book

- Click the button **Order Book** in your portfolio, or use the keyboard shortcut CTRL + B.

The screenshot shows a window titled "Order Book - myPortfolio" with a table of orders. The top section is labeled "Pre-defined Orders" and contains two rows: a buy order for DELL INC. (DL-01) and a buy order for BAY.MOTOREN WERKE AG ST. The bottom section is labeled "Working Orders" and contains five rows of orders, including three for ADIDAS AG O.N. and two for DELL INC. A "Refresh" button is visible in the top left corner of the working orders section.

Ty...	Ticker	ISIN	Sto...	Sec...	Q...	Ve...	Validity	Tra...	B	S	C	M	T	
Buy	DELL INC.	DL-01	US24702R1014	Xetra	Stock	0	Day	12.05.2009	None	B	S	C	M	T
Buy	BAY.MOTOREN WERKE AG ST	DE0005190003	Xetra	Stock	0	Day	12.05.2009	None	B	S	C	M	T	

Refresh	Ticker	Symbol Name	ISIN	WKN	Stock E...	Date	State	Validity	Validity Type	Val...	B	S	C	M			
	2229759	Buy	ADS	ADIDAS AG O.N.	DE0005003404	500340	Stuttgart	12.05.2009	Routed	12.05.2009	Good till Date	1.00	B	S	C	M	
	2229744	Buy	ADS	ADIDAS AG O.N.	DE0005003404	500340	Stuttgart	12.05.2009	Routed	12.05.2009	Good till Date	1.00	B	S	C	M	
	2229715	Buy	ADS	ADIDAS AG O.N.	DE0005003404	500340	Stuttgart	12.05.2009	Routed	12.05.2009	Good till Date	1.00	B	S	C	M	
	2217471	Sell	AAPL	APPLE INC.	US0378331005	865985	NASDAQ	01.12.2008	Routed	01.12.2008	Good till Date	1.00	B	S	C	M	
	2216764	Buy	DELL	DELL INC.	DL-01	US24702R1014	121092	NASDAQ	28.11.2008	Routed	28.11.2008	Good till Date	1.00	B	S	C	M

Pre-defined and working orders

The top part of the order book shows all pre-defined orders (orders that have not been transmitted to the trading system yet). The bottom part of the order book shows all working orders – those orders have already been transmitted to the trading system, but they have not been executed yet (open orders). To request current data from ViTrade, click the **Refresh** button in the top left corner (the order book is refreshed automatically when new orders are placed).

Learn more:

- [Pre-defining Orders](#) on page 30

Transmit pre-defined orders, modify and cancel orders or create new buy and sell orders

You can transmit pre-defined orders to the exchange by clicking on **T** (TRANSMIT chargeable), modify open orders by clicking on **M**, cancel orders by clicking on **C** or place new orders for securities in your order book by clicking on **B** or **S**.

Learn more:

- [Transmitting, Modifying and Cancelling Orders](#) on page 33
- [Placing Orders](#) on page 16

Change the appearance of the order book

You can add, remove or rearrange the columns that are shown in the order book, or change the grid style, font and colors of the pre-defined and working order sections.

Learn more:

- [Customizing the Order Book](#) on page 34

Transmitting, Modifying and Cancelling Orders

The order book shows all orders that have not been executed yet or that have not yet been transmitted to the trading system (pre-defined orders). You can transmit pre-defined orders to the ViTrade trading system, modify or cancel orders. For every working order, you can also show the order details in a separate window.

You can also modify and cancel orders directly on the chart – see [Displaying Your Trades in Charts](#) on page 36.

To transmit a pre-defined order

Note All pre-defined orders are displayed in the top part of the order book. See [Pre-defining Orders](#) on page 30.

- Click on **TRANSMIT chargeable** to transmit a pre-defined order to the ViTrade trading system.

To modify an order

- Click on **M** to modify an order.
- The **Order (BUY)** or **Order (SELL)** dialog is displayed. It contains the current settings for this order.
- Modify the settings for this order. See [Available Order Types](#) on page 19 and [Changing the Order Supplements](#) on page 25 for details about the possible settings.
- Click **Chargeable BUY** or **Chargeable SELL** to save the changes for this order.

Note Depending on the exchange, not all order supplements can be modified. Some exchanges also support changing the order type (for example, changing a **Limit** order to a **Market** order or a **Stop Limit** order to a **Stop Market** order).

To cancel an order

- Click on **C** to cancel an order.

To cancel all orders in the order book

- Right-click on any order in the order book and choose **Cancel All**.

To show details for an order

- Right-click on a working order in the order book and choose **Show Order Details**.

Customizing the Order Book

Like the portfolio, the order book can also be customized. You can add, remove or rearrange the columns that are shown, or change the grid style, font and colors.

To add, remove or rearrange columns in the order book

- Right-click in the part of the order book that you want to customize (pre-defined or working orders) and select **Properties**.
- On the left side of the dialog, select **Columns**.
- Adapt the default settings like you would for a portfolio: See [Adding, Removing and Rearranging Columns](#) on page 10.

To change the grid style, fonts and colors of the order book

- Right-click in the part of the order book that you want to customize (pre-defined or working orders) and select **Properties**.

- On the left side of the dialog, select **Grid**.
- Adapt the default settings like you would for a portfolio: See [Changing the Grid Style, Font and Colors](#) on page 12.

Displaying Your Trades in Charts

You can show your positions and working orders on the chart of the traded security as a so-called *trade tool*. When you have chosen to display trades in charts, trade tools are automatically added to the corresponding charts for all current positions and working orders.

Each trade tool consists of a price line at the level at which your order has been executed, and of one or more labels: The trade label, which shows the type of transaction/order, the name of the traded security, the quantity and the price at which it was traded. The profit label shows the profit or loss for the position.

In the example below, you can see two trade tools:

- A **Bought** tool, that shows a current position of 40 units bought at the price of 31,00 and the profit / loss for that position.
- A **Buy Entry Limit** tool, that shows a working limit order for 100 units with a limit price of 24,00.



Note ViTrade consolidates all trades for the same security in one position. For example, a buy order for MSFT for 20 units and a subsequent buy order for the same stock for 30 units will amount to one consolidated position of 50 units in MSFT.

To display your trades in charts

- On the **Trade** menu, choose **Show trades in charts**. When this option is active, it is highlighted with a check mark.

To cancel or modify working orders from the chart

- On the chart, right-click on the trade tool for a working order and choose **Cancel Order** or **Modify Order**. For limit and stop orders, you can also **Modify Stops/Limits**.

To show the price line, trade label or profit label

- Right-click on the trade tool and select **Properties**.
- On the left side of the dialog, select the name of the trade tool. For example: **Bought ADIDAS 40 @ 31,00**.
- On the right side of the dialog, select the appropriate option(s).

Show Line	Check to show a price line at the level of your trade
Show Label	Check to show a trade label with the name of the security, the quantity and the

	entry price
Show Profit in Cash	Check to show a profit label with the current profit / loss of your trade

To change the style of the price line

- Right-click on the trade tool and select **Properties**.
- On the left side of the dialog, select the name of the trade tool, and then **Line Style**. For example: **Bought ADIDAS 40 @ 31,00 > Line Style**.
- On the right side of the dialog, adapt the default settings to your needs.

Line Color	Color of the line
Style	Line style of the line
Weight	Width of the line

To change the appearance and position of the trade label

- Right-click on the trade tool and select **Properties**.
- On the left side of the dialog, select the name of the trade tool, and then **Label**. For example: **Bought ADIDAS 40 @ 31,00 > Label**.
- On the right side of the dialog, adapt the default settings to your needs.

Vertical Positioning	Choose the vertical position of the label
Above	Label is positioned above the price line
Center	Label is positioned at the center of the price line
Below	Label is positioned below the price line
Auto	Check to automatically reposition overlapping labels (labels of other trade tools)
Horizontal Positioning	Choose the horizontal position of the label
Left	Label is positioned at the left side of the price line
Right	Label is positioned at the right side of the price line
Font	Type of font used for the label text
Size	Size of the font used for the label text
Bold	Check to use a bold style for the label text
Italic	Check to use an italic style for the label text
Color	Color of the label text
Background Color	Background color of the label
Transparency	Transparency of the label in percent (0% = solid)

To change the appearance and position of the profit label

Note The profit label is not available for working orders.

- Right-click on the trade tool and select **Properties**.
- On the left side of the dialog, select the name of the trade tool, and then **Profit Label**. For example: **Bought ADIDAS 40 @ 31,00 > Profit Label**.
- On the right side of the dialog, adapt the default settings to your needs. See above for the available settings.

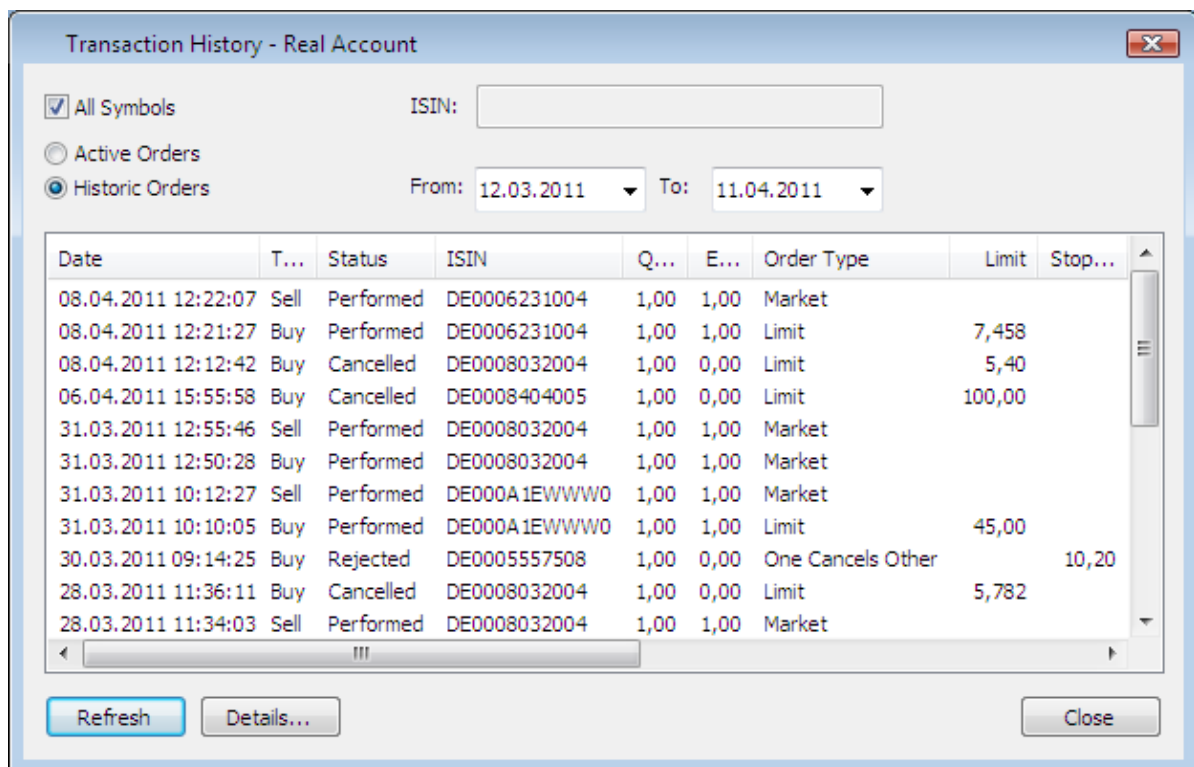
Accessing the Transaction History

The transaction history shows all transactions (orders) for your portfolio. You can limit it to a specific time period, a specific symbol, or only show active orders (orders that have not been fully executed yet). For each transaction, you can display the transaction details in a separate window.

When changing the filter criteria in the transaction history dialog, you always have to click **Refresh** in order to reload the appropriate data.

To show the transaction history for all symbols

- Click the button **Transaction History** in your portfolio, or use the keyboard shortcut CTRL + H
- The **Transaction History** dialog appears.



- To show only transactions for a certain time period, choose **Historic orders**, choose the begin and end dates of this period in the fields **From** and **To** and click **Refresh**.
- To show only active orders (that have not been not executed yet), choose **Active orders** and click **Refresh**.

To show the transaction history for one symbol

- In the portfolio window, right-click on the symbol and select **Transaction History for...**
- The **Transaction History** dialog appears, showing only the transactions for the chosen symbol.
- To show only transactions for a certain time period, choose **Historic orders**, choose the begin and end dates of this period in the fields **From** and **To** and click **Refresh**.
- To show only active orders (that have not been not executed yet), choose **Active orders** and click **Refresh**.

To switch between the transaction history for one symbol and all symbols

- You can switch between the transaction history for one symbol and for all symbols by activating or deactivating the option **All Symbols** and clicking **Refresh**:
 - When **All Symbols** is activated, the transaction history for all symbols is displayed.
 - When **All Symbols** is deactivated, the transaction history for one symbol is displayed. To change the symbol, enter a new ISIN in the **ISIN** field and click **Refresh**.

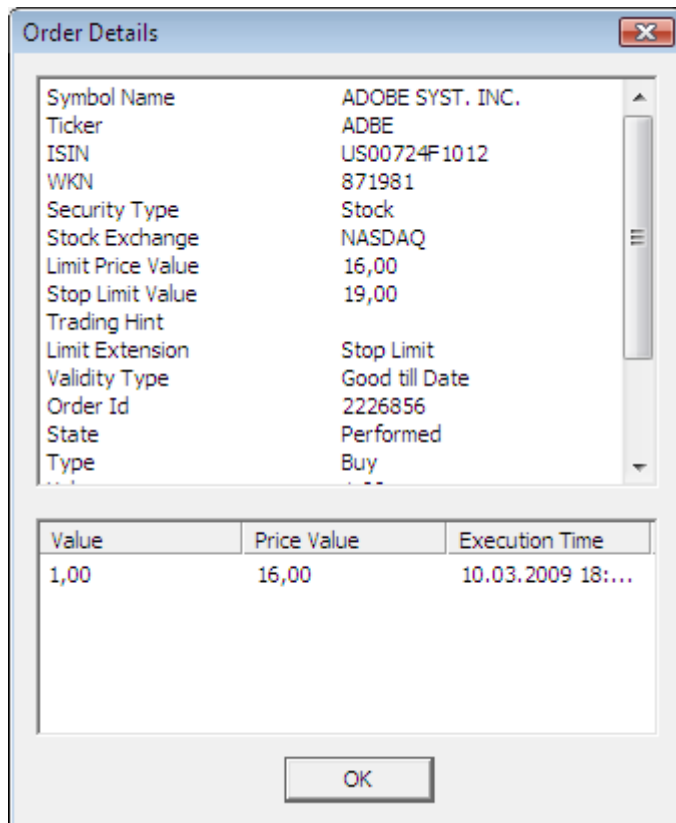
To sort the columns in transaction history

- Click the column header of the column by which you want to sort the transaction list.

To show the transaction details

In the **Transaction History** dialog, click on the transaction to select it.

- Click **Details** to show the details for this transaction.



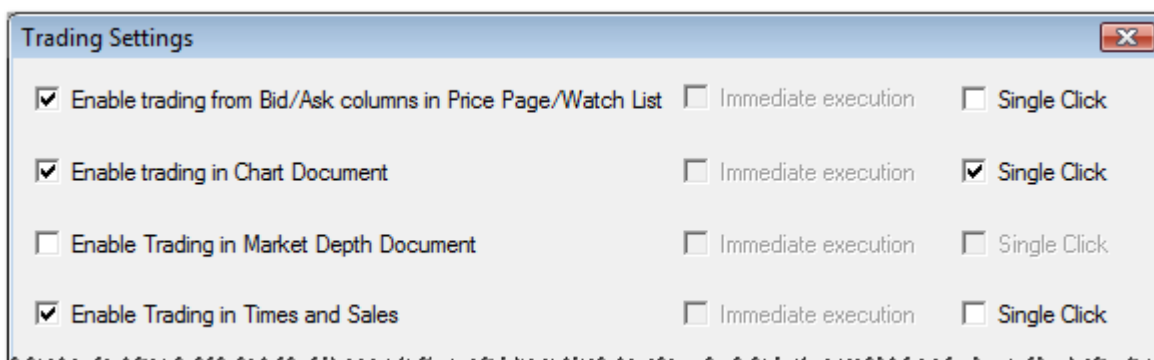
Changing the Trading Settings

You can change the behavior of the ViTrade trading integration – you can deactivate trading from some document types, enable single-click trading for more ease of use, keep the order dialog open after sending an order, and define which kind of order is created when you click on the Bid or Ask columns in a price page, watch list, market depth or time and sales document.

Note The trading settings are valid for all ViTrade portfolios.

To deactivate trading from some document types


- On the **Trade** menu, choose **Settings**.
- For the desired document type(s), clear the appropriate **Enable trading...** check box.



To activate single-click trading

- On the **Trade** menu, choose **Settings**.
- For the desired document type(s), select the **Single Click** check box.

To keep the order dialog open after sending an order

- On the **Trade** menu, choose **Settings**.
- Select **Keep order dialog open after sending order**. The order dialog will now stay on the screen after you have sent the order to the exchange by clicking the **Chargeable BUY** or **Chargeable SELL** button. You can immediately use it to send an additional order.
- If you want to switch from a **BUY** dialog to a **SELL** dialog (or the other way round), click on .

To define which kind of order is created when clicking on Bid / Ask columns

- On the **Trade** menu, choose **Settings**.
- Choose **Join Bid/Ask** or **Take/Hit** to define which kind of order is created when clicking on a **Bid** or **Ask** column.

	Clicking on Bid creates a...	Clicking on Ask creates a...
Join Bid/Ask	Buy order	Sell order
Take/Hit	Sell order	Buy order

To use the Bid / Ask price in limit orders

- On the **Trade** menu, choose **Settings**.
- Select **Pre-Fill Bid/Ask for limit orders**. The Bid or Ask price will automatically be suggested as the limit price when creating limit orders.

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