The New Standard in Internet Stock Trading

Overview

Thank you for choosing **UOB Kay Hian Internet Trading Platform**, which offers you a hassle-free online trading experience with a wide range of reliable features and tools which empower you to capitalize on market opportunities around the world.

System Configuration Check

You can run a system configuration check on our homepage (<u>www.uobkayhian.com.sg</u>) to check if your desktop or laptop specifications meet our minimum system requirements.

- 1. To do a System Configuration Check
 - a. Click on System Config Check on our homepage
 - b. And the System Configuration Check result will populate in a new window





The latest browser versions supported:

- Internet Explorer 6.0 to 8.0
- Mozilla Firefox 2.0 to 3.6.10
- Apple Safari 4.0 to 5.0
- Google Chrome



Login

- 2. To login to the UOB Kay Hian Internet Trading
 Platform
- a. Click on the Internet Trading icon
- b. Key in your User ID and password in the login page
- c. You may also select the Post-Login Start Page



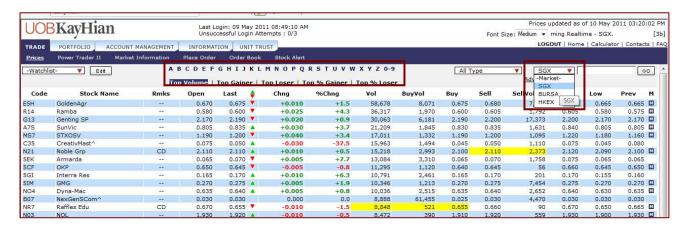
For security purposes, you will be prompted to change your password upon your first login.

The password is case sensitive. It must be alphanumeric and between 6 to 12 characters.

Surveying the Market

- 3. To View Prices
- a. Select Prices under the Trade tab
- Select SGX, BURSA, or HKEX from the Market dropdown on the top right hand corner to access your preferred market.
- c. Click on the respective links above the prices to view Top Volume, Top Gainer, Top Loser, Top % Gainer, Top % Loser

Depending on the price mode setting, you will have access to streaming or snapshot price movements to multiple markets.



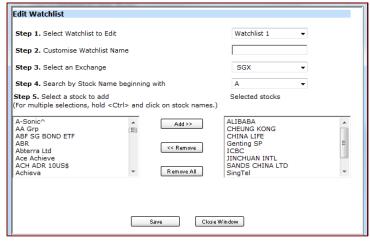


- 4. Accessing Your Watchlist:
- a. Select any of your 5 Watchlists from the dropdown on the top-left corner of the Prices page
- Enter the Stock Code on the top-right corner and click on Add to add to your watchlist.





 To remove a counter from your watchlist, right-click on the stock and select Remove From Watchlist.



- Click on the Edit button to further customize the respective watchlists.
 - Click on Save button.

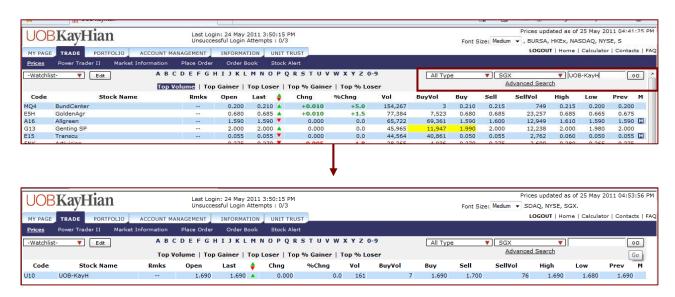
Bringing you more flexibility, you can now add both local and foreign stocks and indices within the same Watchlist.

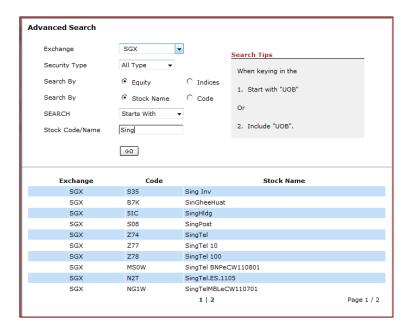
You can create up to 5 Watchlists (maximum 30 stocks on each watchlist).



5. Search for Stocks

- a. The **Search** Function is available on the top right corner of the **Price** page
- b Select
 - Security Type
 - Exchange
- c. Enter the Stock Code/Name
- d. Click GO
- e. The Search Quote Results will be displayed





The Advanced Search
Function allows you to
perform search based on
search criterion

> Starts With
> Includes
> Exact Match

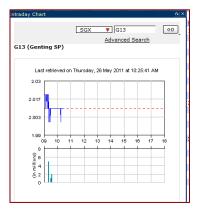


Accessing Additional Data

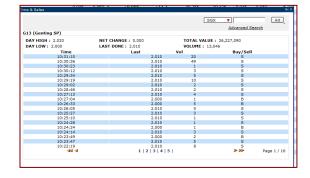
- 1. To view additional information
 - a. Right-Click on any stock on the Price page to access to the Quick Menu



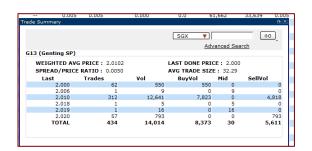
- b. To View Intraday Chart
 - i. Select Intraday Chart on the Quick Menu
 *Available for SGX / BURSA / (for subscribers of HK real-time prices) HKEX



- c. To View Time and Sales
 - i. Select Time and Sales on the Quick Menu
 *Available for SGX / BURSA / HKEX



- d. To View Trade Summary
 - i. Select Trade Summary on the Quick Menu
 *Available for SGX / BURSA / HKEX





- e. To View Market Depth
 - i. Select Market Depth on the Quick Menu
 *Available for SGX / HKEX (for subscribers of
 SGX market depth / HK real-time prices
 respectively)

Market Depth is available on Subscription basis.

You can refer to FAQ > Subscription Services for more information.

| Sign |

- f. To View Interactive Chart
 - i. Select Interactive Chart on the Quick Menu
 - * Available for SGX / HKEX



- g. To View ShareInsight
 - i. Select ShareInsight on the Quick Menu
 * Available for SGX

ShareInsight gives you a technical reading on the performance of the stock and also a brief introduction on the Company.





- h. To View Broker Queue
 - i. Select Broker Queue on the Quick Menu
 * Available for HKEX (for subscribers of HK real-time prices)

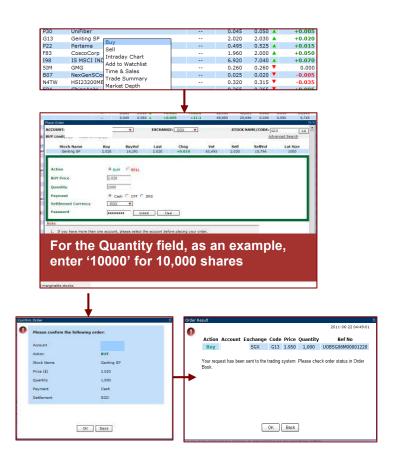


Placing Your Orders

- 1. From Trade > Price or Watchlist
 - Right-Click on Stock Name/Code and click on Buy/Sell
 - Select/Enter all required fields, enter your Password
 - c. Click on Submit
 - d. Confirm your order details and click on OK
 - e. Wait for Order Result before checking the Order Book

You may submit an order anytime of the day.

You may place overnight orders from 4.15pm (HKEx) and 5.10pm (SGX) onwards, and they will be sent to the exchanges the next trading day.



- 2. From Trade > Place Order
 - Enter Stock Name/Code in the Search field on the top left corner
 - b. Click on GO
 - c. Select/Enter all required fields, enter your Password
 - d. Confirm your order details and click on OK
 - e. Wait for Order Result before checking the Order Book





Managing Your Orders

1. Monitoring Order Status

- a. Select Order Book under the Trade tab
- b. Select
 - i. Exchange
 - ii. Status: Pending/Filled/Unfilled/All
 - iii. Today's Order/Up to 3 days ago/ Trade History
- c. View order statuses and Amend/Withdraw orders if desired
- d. Click on **Details** to view more order details

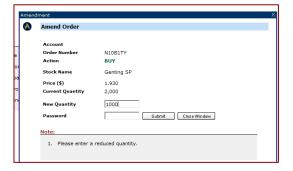
Key Status Legend			
PO Q PF	Pending In Queue Partially Filled		Amended Cancelled Rejected
F	Fully Filled	Ε	Expired
Click on the Status Legend to access the full status legend.			
Order statuses are provided in real-time			



Right-click on the Rejected Order to view the order rejection reason

2. Amending Orders

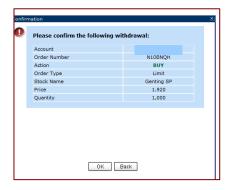
- a. Click on **Amend** of the particular order
- b. Enter new details, enter your Password
- c. Click on Submit
- d. Confirm your amendment details,
- e. Wait for Order Result before checking the Order Book



3. Withdrawing Orders

- a. Select the **Withdraw** checkbox(es)
- b. Enter your Password and click on Submit
- c. Confirm your withdrawal details and click on OK
- d. Wait for Order Result before checking the Order Book

For your convenience, you can withdraw up to 10 orders at a time.





Power Trader II

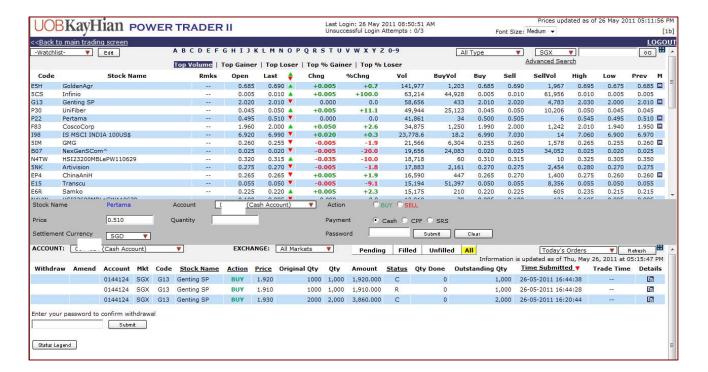
- 1. To access Power Trader II
 - Select Power Trader II under Trade tab

2. To Place Order

- Double-Click on the Stock Name on the Price Section
- Select/Enter all required fields, enter your Password
- c. Confirm your order details and click on OK
- Wait for Order Result before checking the Order Book

The Power Trader II feature allows you to access the three most frequently used functions within one screen:

- 1. Prices
- 2. Place Order
- 3. Order Book



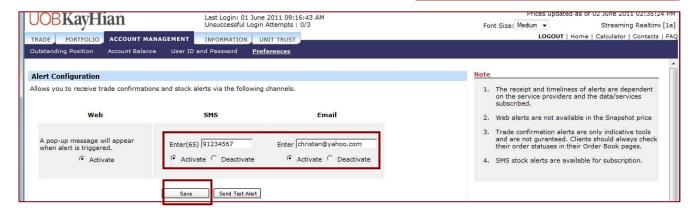


Be Notified

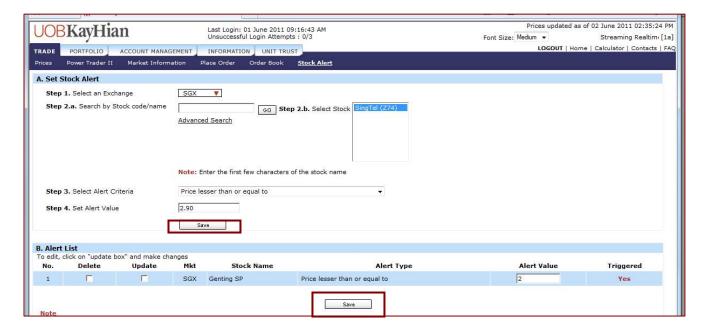
- 1. To configure your alerts
 - a. Select Preferences under the Account Management tab
 - b. Key in your preferred email address and mobile number*
 - c. Select the "Activate" radio button
 - d. Click on Save

* SMS trade alerts are available for all while SMS stock alert is on subscription basis.

You can refer to FAQ > Subscription Services for more information.



- 2. To set Stock Alert
 - a. Select Stock Alert under the Trade tab
 - b. Select the Exchange, Stock Code/Name, Alert Criteria, and Alert Value
 - c. Click on Save and the alert should appear under the Alert List



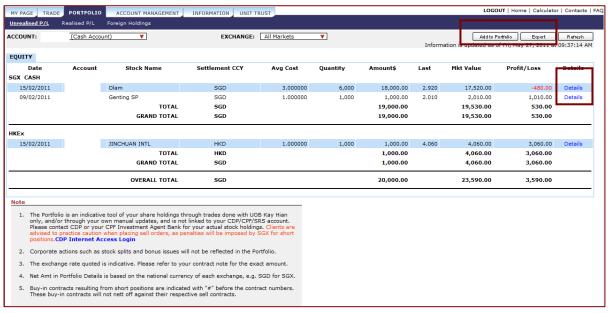


Monitoring Portfolio Performance

- 1. Monitor the performance of your holdings
 - a. Click on the Portfolio tab > Unrealised P/L
 - b. Your **Unrealised P/L** (Profits/Losses) page is displayed
 - c. Click on **Details** to retrieve more information or to delete any sub-entry

Please note that the Portfolio is a virtual and thus indicative tool reflecting trades performed with UOB Kay Hian, and/or through your own manual updates.

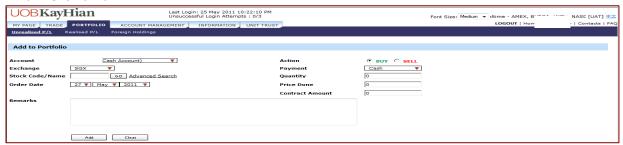
You should always confirm your actual holdings with CDP or your CPF Investment Agent Banks for your actual SGX stock holdings.





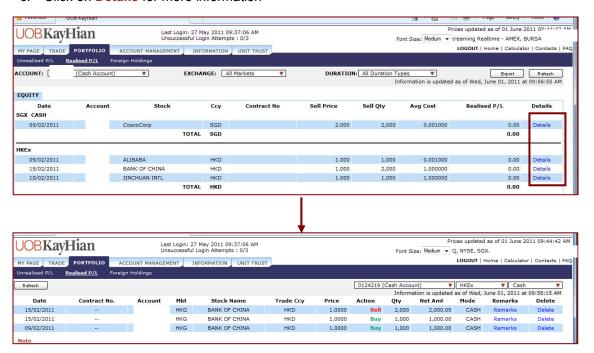
- 2. To add an entry to your Portfolio
 - a. Click on Unrealised P/L
 - b. Click on Add to Portfolio
 - c. Enter all required fields
 - d. Click on OK

You can export the Portfolio information to an excel sheet to keep track of your holdings even when you are offline.





- 3. To track your Realised P/L
 - a. Click on Realised P/L under the Portfolio tab
 - b. Select Exchange and Duration
 - c. Click on **Details** for more information



- 4. To view your Foreign Holdings
 - a. Select Exchange





Managing Your Accounts

- 1. To view your Outstanding Positions
 - a. Select Outstanding Positions from the Account Management tab

Outstanding Positions will display all outstanding contracts and contra pending payment sorted by date.

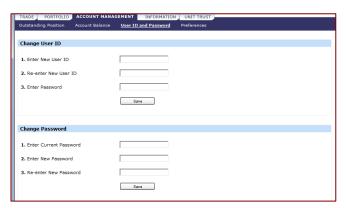


- 2. To view your Account Balance
 - a. Select Account Balance from the Account Management tab

Account Balance summarizes all your open and closed outstanding positions in monetary terms.



- 3. To change User ID and Password
 - a. Select User ID and Password from the Account Management tab



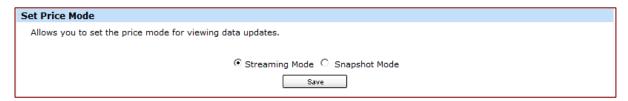
It is advisable that you change your password periodically.

The password must be alphanumeric and between 6 and 12 characters.

Do note that it is case sensitive.



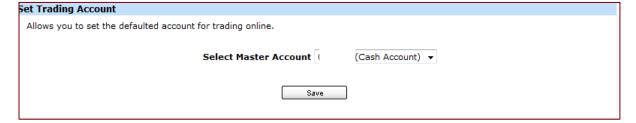
- 4. To set the Price Mode
 - a. Select Preferences from the Account Management tab
 - b. Select either **Streaming Mode** or **Snapshot Mode** radio button
 - c. Click on Save



- 5. To set your preferred default Font Size
 - a. Select Preferences from the Account Management tab
 - b. Select either the Small, Medium or Large radio button
 - c. Click on Save



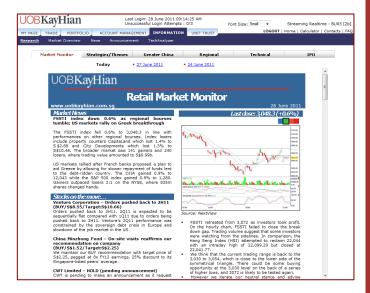
- 6. To set **Trading Account** (if you have multiple accounts)
 - a. Select Preferences from the Account Management tab
 - b. Select the default Master account you wish to use for online trading





Information in Your Hands

- 1. To view Research Reports
 - a. Select Research on the Information tab



Market Monitor

A daily review of the Singapore market, with stock picks and market/corporate news.

Strategies/Themes

Periodic special features covering interesting tactics and tackles which could yield extraordinary benefits.

Greater China

Daily research highlights from our Hong Kong and Shanghai analysts.

Regional

Daily updates from the region, including market sentiment, sector analysis and stock picks.

Technical

Periodic technical analysis reports charting the movement of the key benchmarks.

IPO

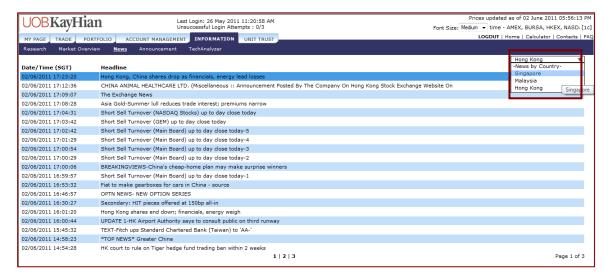
Factsheets detailing recent and upcoming listings on the SGX.

- 2. To view Market Overview
 - a. Select Market Overview on the Information tab



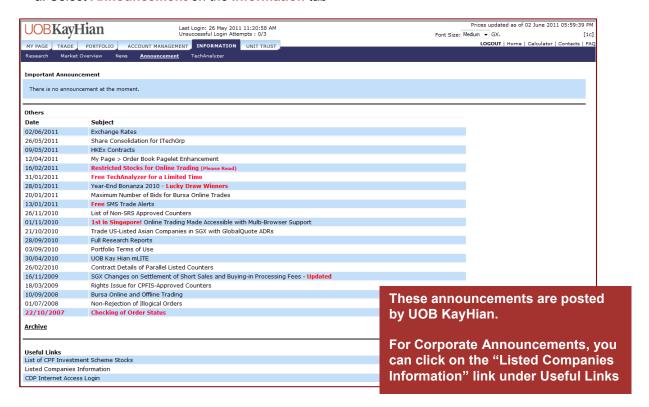


- 3. To access Real-Time News Feed
 - a. Select News on the Information tab
 - b. Select Singapore/Malaysia/Hong Kong from the dropdown list on the right



3. To view **Announcement**

a. Select Announcement on the Information tab





- 3. To access TechAnalyzer
 - a. Select **TechAnalyzer** on the **Information** tab

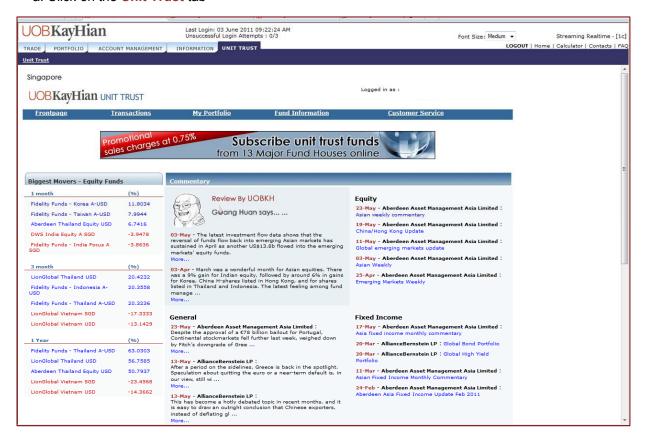
TechAnalyzer is available on Subscription basis.

You can refer to FAQ > Subscription Services for more information.



Invest in Unit Trust Funds

- 1. To access **Unit Trust** page
 - a. Click on the Unit Trust tab





Trade Calculator

Calculate the brokerage and other charges of your trades, as well as the probable profits/losses

- a. Select Calculator from the top right corner
- b. Select the Market
- c. Enter the Buy/Sell Prices and Quantity
- d. Click on CALC to view brokerage, charges and profit/loss
- e. Click on Next ±5 BIDS to view profits/losses if your sell price were adjusted 5 bids up and down





Logout

To **Logout**

- a. Select Logout from the top right corner
- b. Click on OK

It is important that a proper logout is done, to avoid login difficulties the next time.



Assistance and Feedback

If you require any assistance or wish to offer your feedback, please feel free to contact our friendly Client Services Officers at +65 6536 9338 or cs@uobkayhian.com.



Important Notes

Disclaimer

Whilst care and effort has been taken to ensure the accuracy of the information provided herein and in UOB Kay Hian Internet Trading Platform, UOB Kay Hian Pte Ltd does not warrant the information expressed or implied is absolutely true, correct, timely or fit for any particular purpose or use. We are not liable for any loss or damage arising from the use of this information. Use of UOB Kay Hian Internet Trading Platform may involve the electronic transmission of personal financial information. Using this platform is consent to such transmission of this information; such consent is effective at all times when using this platform. Use of this platform also constitutes agreement of the Terms and Conditions Governing Internet Trading.

