

UOB KayHian

**HONG KONG INTERNET TRADING PLATFORM
USER GUIDE FOR BASIC USERS**

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1 INTRODUCTION

Thank you for choosing UOB Kay Hian Hong Kong Internet Trading Platform, which offers you a hassle-free online trading experience with 24 hours access to HKEX from the comfort of your home or overseas.

Before attempting to login, please take note of the following:

1.1 System Requirements

The minimum recommended system requirements for trading with us online are:

- A Pentium III 500 MHz or above
- SGVA monitor configured to 1024 * 768 resolutions with 256 colors or more
- 512 MB of RAM or above
- 56 kbps modem or more
- Windows 98/ME/NT/2000/XP/Vista
- Internet Explorer 5.5 or above with JavaScript enabled
- Mozilla Firefox 1.0 or above (for Mac users)

The following software should be installed: -

- An Internet browser capable of supporting Java™ and Javascripts™ (Microsoft Internet Explorer© 5.5 and above)
- Adobe Acrobat Reader©

As content on our website and system is constantly updated, we recommend that you adjust your browser cache settings to check for newer versions of stored pages upon every visit to a page.

1.2 Customer Service

For enquiries and online trading assistance, please contact our Client Services Department at

Hong Kong: (852) 2826 4868 or clientservices@uobkayhian.com

Singapore: (65) 6536 9338 or cs@uobkayhian.com

2 OUR HOMEPAGE

To access our homepage, please enter **www.uobkayhian.com.hk** as the URL address.

Login for trading in HKEX

Knowledge Centre – FAQ, User Guide and Other Resources

The screenshot shows the UOBKayHian homepage with the following elements:

- Header:** "Hong Kong" and "English | 繁體 | 简体" in the top right.
- Navigation:** "About Us", "What We Offer", "Knowledge Centre", "Join Us", "Contact Us", "Other UOB Kay Hian Sites".
- Left Sidebar:**
 - Login for HK Trading:** Includes "HKEX" button and "Login for Other Markets" with "SGX/BURSA" and "US" buttons.
 - Open An Account:** A prominent red button.
 - IMPORTANT NOTICES:**
 - Amendments on Terms and Conditions
 - W-8BEN Form Requirement for US Equity Trading
- Main Content Area:**
 - Hero Section:** "Heralding the next step in our evolution" with subtext: "Presenting our new web portal. Just another endeavour in supporting your investment growth."
 - Service Tiles:**
 - Next step in our Evolution:** UOBKayHian New Web Portal
 - Stock Borrowing Services:** Includes an image of a person at a computer.
 - Convenient Foreign Futures Trading:** Includes a globe icon.
 - Gold Futures:** Trade Easily.
- Market Data Section:**
 - SINGAPORE:** Singapore Airlines Ltd: Load factor improves on the back of capacity cut
 - GREATER CHINA:** Minmetals Land Ltd: A promising state-
 - Navigation:** "Daily Pick", "IPO", "Technical Analysis", "Market Tone", "Morning Notes".
 - Market Indices Table:**

Asia Pacific		Data as of 23/12/2009		
Index	Last	Change (%)	Last Update	
Hong Kong Hang Seng*	21,285.74	+193.70 (+0.92)	2:26AM EST	
Singapore STI	2,840.29	+16.47 (+0.58)	2:41AM EST	
Malaysia KLCI	1,259.79	-0.63 (-0.05)	2:40AM EST	
US				
Index	Last	Change (%)	Last Update	
US Dow	10,464.93	+50.79 (+0.49)	22/12/2009	
US NASDAQ	0.00	0.00 (0.00)	22/12/2009	
US S&P500	1,118.02	+3.97 (+0.36)	22/12/2009	
UK				
Index	Last	Change (%)	Last Update	
UK FTSE100	5,328.66	+34.67 (+0.65)	12:05PM EST	
 - Market Views:**
 - CHINA/HK View:** Last Update: 22 December. **Good:** China 2010 fiscal deficit likely at Rmb1tr or 2.9% of GDP to support economic recovery. **Bad:** CBRC official says that China banks need to finance Rmb500bn in 2010.
 - US View:** **Good:** Oil USD73/bbl, Tech rally as anticipation on 1Q10 business IT spending. **Bad:** Thin volume likely after record transaction after last Friday's quadruple witching.
 - S'PORE View:** FSSTI side 2,790.

Research

Various Market Indices

3 LOGIN

To log into the platform, click on the login button on the top left hand corner of our homepage.



You will be directed to the login page as shown below.

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.

4 TELETEXT

4.1 Teletext

The Teletext page allows you to obtain stock information and place orders.

The screenshot displays the UOBKayHian Teletext interface for stock 1 (CHEUNG KONG). The interface is divided into several sections:

- Place Order:** A form for placing orders with fields for Account (Cash), Buy/Sell (BUY/SELL), Order Type (Limit), Price (114.600), and Quantity. It includes Submit and Clear buttons.
- Market Info:** A table showing market data for CHEUNG KONG.

Market Info	Value	Last	Vol(K)	Chg Time
Open	114.100	--	--	--
High	116.000			
Low	113.600			
Prev Close	119.000			
Nominal	114.600			
Chng	-4.400			
% Chng	-3.700			
Vol(K)	7,916			
Value	906,873,736			
No. of Tr	1547			
Board lot	1000			
IEP	0			
IEV	0			
P/E Ratio	--			
% Yld	--			
Price Spread	0.100/0.100			
- Stock Info:** A table showing stock information.

Stock Info	Value
Ccy	HKD
52W High	159.500
% Fluc	0.02152
52W Low	87.800
Vol/T	5116.945
Amt/T	586214.438
- ORDER BOOK:** A table showing the order book.

Withdraw	Amend	Account	Code	Stock Name	Action	Price	Qty	Status	Qty Done	Time Submitted	Details
<input type="checkbox"/>	<input checked="" type="checkbox"/>		236	SAN MIGUEL HK	Buy	1.500	4,000	PO	0	03-03-2008 17:53:12	

You can also check your orders and holdings in the Teletext page under the Order Book and Portfolio tabs respectively.

4.2 Advanced Search

To search for the stock using the Advanced Search function.

Advanced Search

Exchange:

Search By: Equity Indices

Search By: Stock Name Code

Search:

Stock Code/Name: ←

Search Tips

When keying in the, for example "UOB", you can view search results that:

1. Start with "UOB"

Or

2. Include "UOB".

Enter the first few characters of the stock

Name	Code	Description
0112.HK	112	CHI CHEUNG
2965.HK	2965	CHI EST H-2000
0415.HK	415	CHI OVERS W0808
0681.HK	681	CHI PEOPLE HOLD
0985.HK	985	CHI SCI-TECH
2845.HK	2845	CHI TRACKER-OLD
0121.HK	121	CHIA TAI ENT
0699.HK	699	CHIAHSIN CEMENT
2911.HK	2911	CHINA AERO-1800
0031.HK	31	CHINA AEROSPACE

A list of results matching your search criteria will be listed.

5 TRADE

You may submit an order anytime of the day. Orders submitted during trading hours will be sent to the exchanges on queue for order execution. You may place overnight orders from 4.15pm onwards, and they will be sent to the exchanges the next trading day.

5.1 Place Order

You can key in your order in the 'Teletext' page.

The screenshot displays the UOBKayHian trading platform interface. At the top, it shows the UOBKayHian logo and '中文版'. The main navigation bar includes 'TRADE' and 'ACCOUNT MANAGEMENT'. The 'Teletext' section is active, showing market indices like HSI and CEI. The main area is titled '1 (CHEUNG KONG)' and displays market data including Open, High, Low, Prev Close, and Nominal values. A 'Place Order' form is visible on the left, with fields for Account, Buy/Sell, Order Type, Price, and Quantity. A callout box with a red arrow pointing to the 'Quantity' field contains the following text: 'The maximum quantity is 3,000 lots. For orders of more than 3,000 lots, you can split your order into several orders of smaller quantity. However, please enter the total number of shares, and not lots, in this field.'

Orders that are not done by end of the trading day will expire automatically. They will **NOT** be carried forward to the next trading day.

6 ORDER BOOK

Keep track of your orders with our Order Book tab, where you can view your orders placed for the day.

The screenshot shows the 'ORDER BOOK' tab in a trading application. At the top, there is a 'Stock Info' section with various metrics like Ccy, % Fluc, and Vol/T. To the right, there are 'Bid Queue' and 'Ask Queue' sections with numerical values. Below this is a table of orders with columns: Withdraw, Amend, Account, Code, Stock Name, Action, Price, Qty, Status, Qty Done, Time Submitted, and Details. A red box highlights the 'Amend' button in the table, and another red box highlights the 'Details' button. A red arrow points from the 'Status Legend' button in the table to a pop-up window titled 'Legend - ORDER OF THE DAY - Microsoft Internet Explorer'. This window contains a table of status descriptions and a note.

Board lot	1000
IEP	0
IEV	0
P/E Ratio	--
% Yld	--
Price Spread	0.100/0.100

Bid Queue	Ask Queue
114.400	114.500
BuyVol(K)	SellVol(K)
--	--

Withdraw	Amend	Account	Code	Stock Name	Action	Price	Qty	Status	Qty Done	Time Submitted	Details
<input type="checkbox"/>	<input checked="" type="checkbox"/>		236	SAN MIGUEL HK	Buy	1,500	4,000	PO	0	03-03-2008 17:53:12	

Status Description	Status Description
PO Pending to Enter Queue	U Unknown Status
Q Order Accepted in Queue	PA Amended Order Pending to Enter Queue
PF Partially Filled Order	PC Cancelled Order Pending to Enter Queue
F Filled Order	R Rejected Order
AC Amended Order Accepted in Queue	C Cancelled Order Accepted in Queue
E Expired Order	AON All Or Nothing
ANY Anything	DAY Good Till Day
GTC Good Till Cancel	

Note:
Right-click on the order to get the list of actions. Note that Amend/Cancel actions are only valid for orders with status of PO, Q, PF or AC.

The descriptions for the status field can be found in “Status Legend”.

You can click on the Details buttons to view additional details of each order.

6.1 Amend Orders

This screenshot is similar to the previous one, but the 'Amend' button in the order table is circled in red to indicate it should be clicked to amend an order.

Click on the Amend button to amend your order.

The amendment screen will appear.

Note: Prices can be amended upwards or downwards. Quantity can only be amended downwards.

6.2 Withdraw Orders

Stock Info				Board lot	1000	Bid Queue		Ask Queue	
Ccy	HKD	52W High	159.500	IEP	0	114.400		114.500	
% Fluc	0.02152W	Low	87.800	IEV	0	BuyVol(K)		SellVol(K)	
Vol/T	5116.945	Amt/T	586214.438	P/E Ratio	--	--		--	
				% Yld	--				
				Price Spread	0.100/0.100				

ORDER BOOK		PORTFOLIO									
Withdraw	Amend	Account	Code	Stock Name	Action	Price	Qty	Status	Qty Done	Time Submitted	Details
<input type="checkbox"/>	<input checked="" type="checkbox"/>		236	SAN MIGUEL HK	Buy	1.500	4,000	PO	0	03-03-2008 17:53:12	

Note

- Amounts shown are indicative. Please refer to your contract note for the exact amount.
- An order can be withdrawn at one time.
- If your order is rejected, please do a right-click on the order to find out the rejection reason.

A withdrawal request does not mean the order has been successfully withdrawn. Please check the Order Book for confirmation.

Please note that order amendments and withdrawals can only be done for shares that have not yet been filled. If the order was partially filled, only the unfilled quantity can be amended or withdrawn.

7 PORTFOLIO

Your stock holdings are updated in real-time in the Portfolio tab.

Buy	52W High	% Yld	BuyVol(K)	SellVol(K)
% Fluc	-- 52W Low	--	--	--
Vol/T	-- Amt/T	Price Spread		

ORDER BOOK	PORTFOLIO
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ACCOUNT: MARKET:

Information is updated as of Tue, March 04, 2008 09:48:53

Sell	Stock Name	Code	Trade Ccy	Stock Balance	Last	Mkt Value
	BANK OF CHINA	3988	HKD	8,000	3.28	26,240.000
	CHEUNG KONG	1	HKD	2,000	114	228,000.000
	ICBC	1398	HKD	10,000	5.39	53,900.000
	Total		Trade Ccy			308,140.000

Note

1. The exchange rate quoted acts as an indicative figure and may not always represent the actual conversion rate. Exchange rates are subject to daily fluctuations which can alter your total outstanding amount. Your contract note will detail the exact amount to be paid. Do enquire with your broker should you have doubts.
2. Do a left click on to place a sell order for the stock.
3. Please contact Client Services Hotline at (852) 2826 4868 for any inquiries.

8 ACCOUNT BALANCE

In this page, you will be able to access real-time updates of your account balance. All accepted orders will be automatically deducted from your account balance.

TRADING ACCOUNT MANAGEMENT Logout | Home | Contacts | FAQ

Account Balance User ID and Password

ACCOUNT: ▼

Account	Settle Ccy	Balance
	HKD	93,953.460

Note

1. The exchange rate quoted is indicative. Please refer to your statement for the exact amount.
2. Please contact Client Services at (852) 2826 4868 for enquiry.

9 USER ID AND PASSWORD

You will be able to change your user ID and password for logging in under 'User ID and Password'.

Change User ID

1. Enter New User ID
2. Re-enter New User ID
3. Enter Password

Change Password

1. Enter Current Password
2. Enter New Password
3. Re-enter New Password

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. For security reasons, you will be prompted to change your password every 300 days. (Clients will not be able to reuse any of their last three passwords)