Stockbroking Standard Platform

Platform quick guide

This concise guide has been put together to help you quickly familiarise yourself with the many features and tools available on the CMC Markets Stockbroking standard platform.

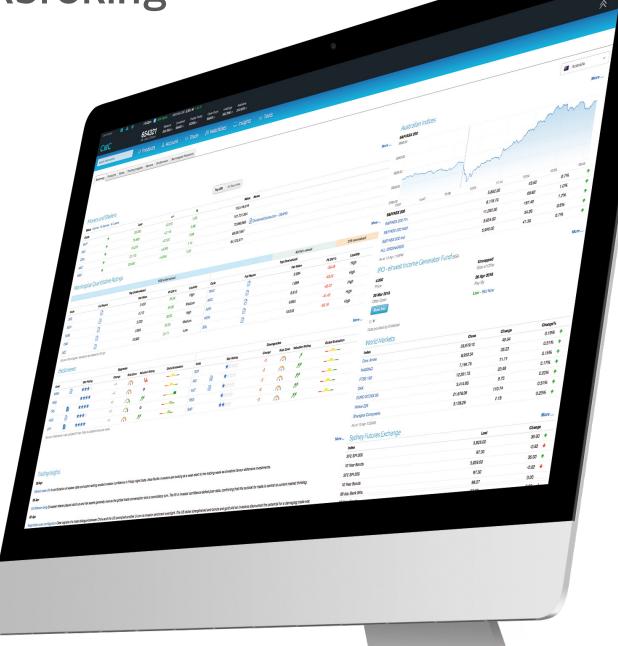
Learn where to find products to trade or invest in, access market news, how to access charts, place different types of orders, monitor positions and more.



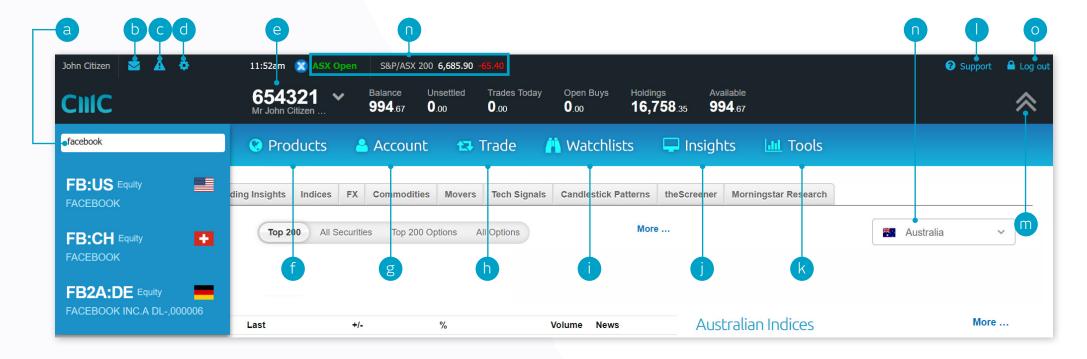


CMC Markets Stockbroking Standard platform

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1. Navigation Overview



- **a.** Enter a stock code or name in the 'search instruments' field
- View messages on trade events, stock alerts and invoices
- c. Create and manage alerts
- **d.** Manage personal details, market data and trading preferences
- e. View your account number, holdings and available balance
- **f.** Select, search or filter for available products

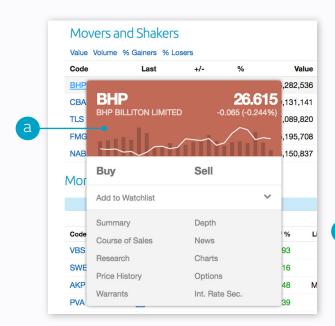
- g. Manage your existing positions and orders, view your order history, confirmations, statements and run tax and portfolio reports
- h. Place a trade
- i. Open an existing watchlist or create a new one
- j. Access the latest market news and analysis, economic calendar and dividends calendar
- k. Access our sector analysis, technical and fundamental market analysis, alerts and IPO centre

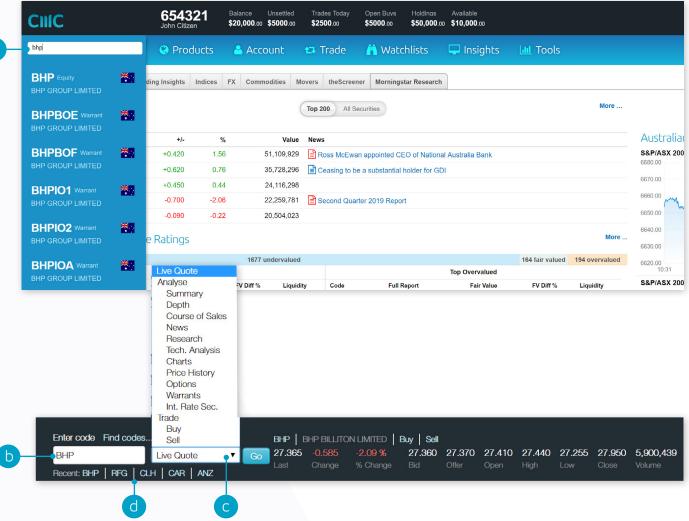
- Access education materials, platform videos, additional account forms and client support information, including live chat
- m. Hide the account details bar
- n. Conveniently switch between countries to get key market information and news for that region on the home page. You can also see if the market is open on the navigation bar
- o. Securely log out of the platform

2. Finding a stock

Access market information or place a trade quickly from the hover menu or from the footer bar on the platform

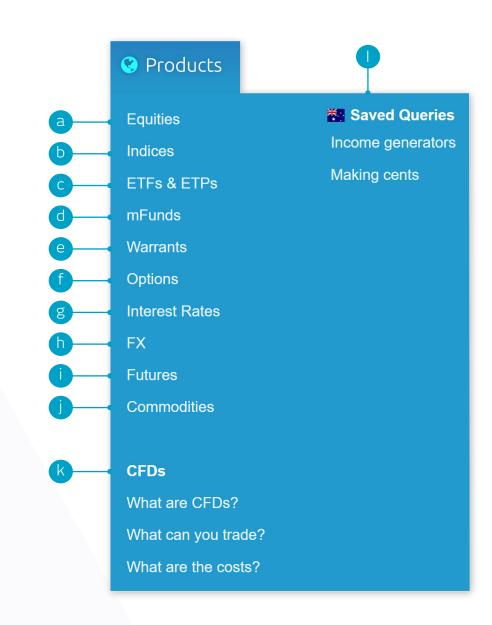
- a. Hover over any stock to bring up the stock menu to access course of sales, research, charts and more
- **b.** Enter the company name or stock code
- **c.** Select from either live quote, analysis or trade options
- **d.** Quickly access up to five recently viewed stocks





3. Products

- a. Search and filter for all equities available to trade in your selection
- **b.** View the current prices and constituents of Indices
- c. Search and filter for ETFs & ETPs available to trade. ETFs & ETPs are a range of investment funds that hold a collection of assets like shares, commodities and bonds
- **d.** Search and filter for unlisted managed funds that can be bought and sold through the mFund Settlement Service*
- e. Filter to see all available Warrants to trade*
- f. Search and filter for available Exchange Traded Options*
- g. Search and filter for available Interest Rates Securities to trade*
- h. Find the latest spot rates, cross rates and bid/ask prices for forex CFDs
- i. View the prices of Futures
- j. See the latest price movements for popular commodities
- **k.** You can now learn more about CFD trading using our CFD education section within the platform
- I. View saved queries for the selected region



^{*} Only available when Australia is selected as the region

4. Placing a domestic trade

Hover over any stock code on the platform to launch the order ticket, or select your order ticket type from 'Trade' drop down menu

- a. Enter the stock you want to trade
- **b.** Click the buy or sell button to change the order type
- c. Enter the quantity you wish to buy or sell
- d. Select the order instructions choose between 'Limit', 'At Market', or 'Conditional Order'
- e. Select an expiry for your order 'Good Till Cancelled', 'Day Only', or a specific date
- f. Add an optional stop loss order to this position to protect against adverse price movements
- **g.** Add an optional take profit order to this position so that you can exit your trade when an advantageous price is reached
- h. Enter trading PIN to place your order

Order instructions:

Limit price- A maximum price on a buy order or a minimum price on a sell order. If the market doesn't reach the set price, the order won't be executed

At market – An order that you use to specify the direction and size of a trade, but not the price, which will generally be placed 3 price steps above or below the last sale.

Conditional order - An order that sets a 'trigger' to execute based on a set of criteria or market conditions

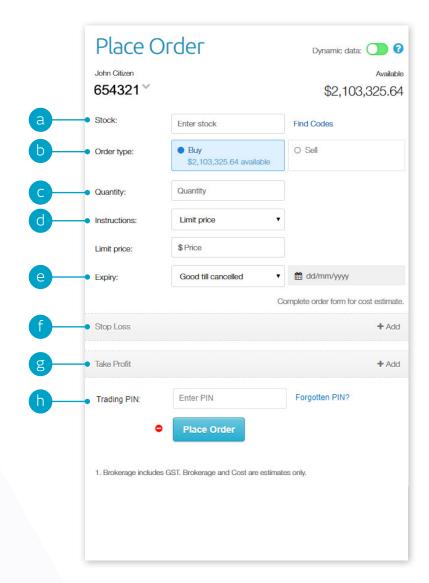
Stop loss - An option to submit an order to the market to close your position when the price reaches your specified stop-loss price

Take profit - An option to submit an order to the market to close an open position at a more profitable price compared to the price when placing the order.

Expiry definitions:

Good till cancelled – The order will not expire until it is filled or the stock is purged by the ASX

Day Only – This type of order will expire at the end of the day if it has not filled



5. Placing an international trade

Hover over any stock code on the platform to launch the order ticket, or select your order ticket from 'Trade' drop down menu

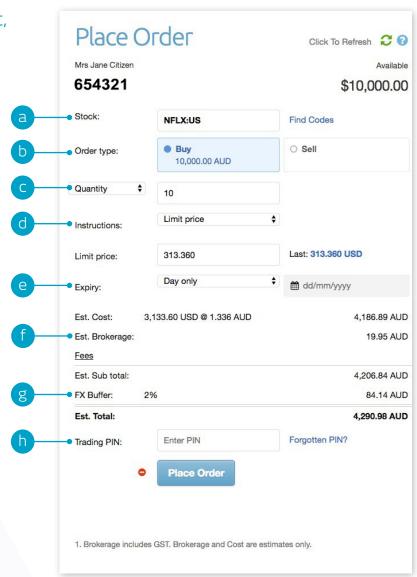
- **a.** Enter the international stock you want to trade check you have selected the correct market. You can see this next to the stock code
- **b.** Click the buy or sell button to change the order type
- c. Enter the quantity you wish to buy or sell
- d. Select the order instructions 'Limit price'
- e. Select an expiry for your order 'Day Only'
- f. Estimated Brokerage and fees
- g. FX buffer rate this is applied to buy orders only at the time of placement to protect against currency movements. Any excess buffer will be unlocked on order execution
- h. Enter trading PIN to place your order

Order instructions:

Limit price- A maximum price on a buy order or a minimum price on a sell order. If the market doesn't reach the set price, the order won't be executed

Expiry definitions:

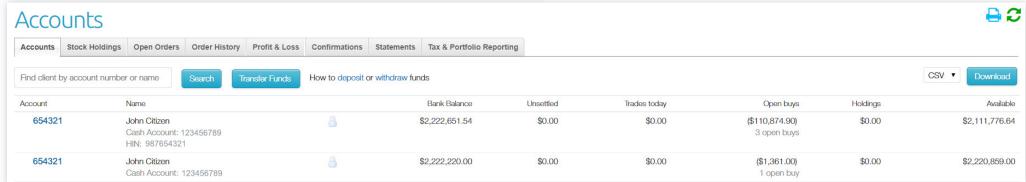
Day Only - This type of order will expire at the end of the day if it has not filled



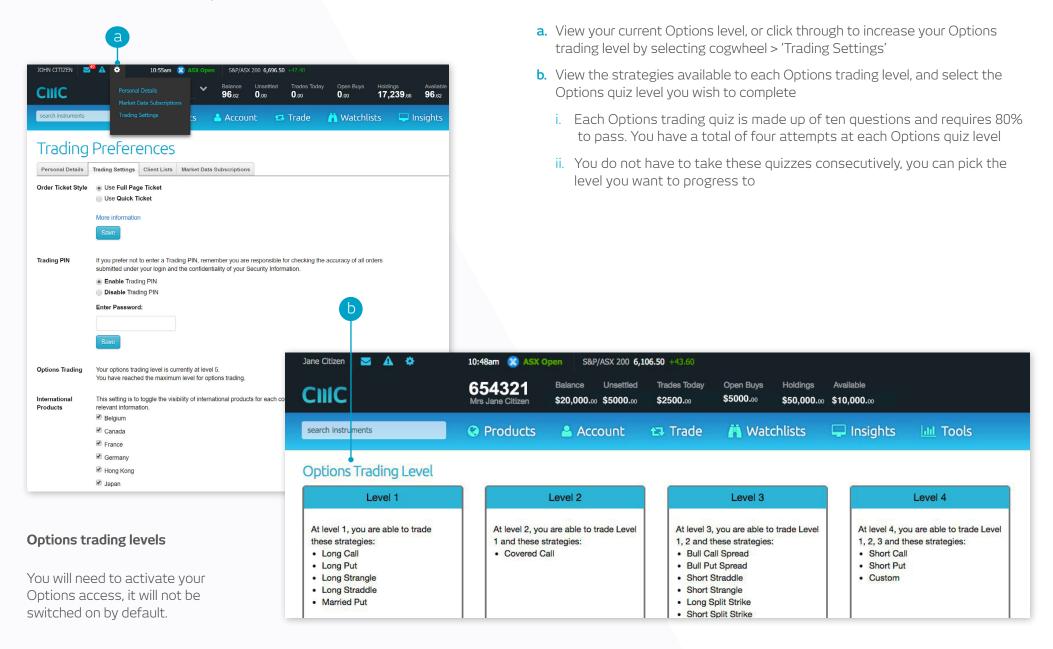
6. Your account



- a. Check your account information
- b. View your current holdings
- c. View all open orders and download a summary of these trades
- d. View and download past orders
- e. View and download all your order confirmations
- f. Check the performance of your holdings
- g. View and download all account statements within a specified time period
- h. Access free tax & portfolio reporting from Sharesight
- i. Transfer funds to a linked bank account
- j. Request a transfer of issuer sponsored securities to a nominated account



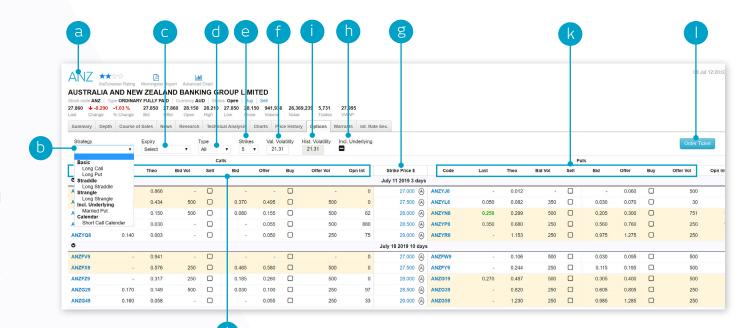
7. Your Options account



8. Options tab

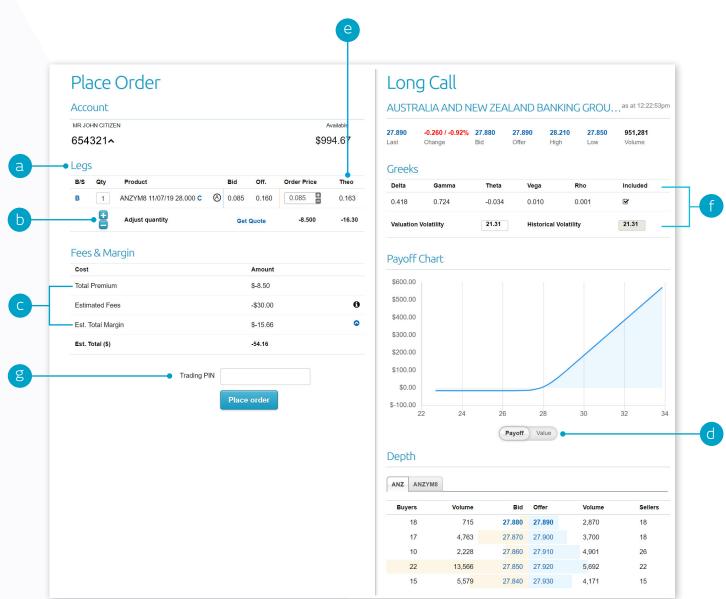
Hover over any stock code and click on the Options tab in the order ticket, or select Options from 'Products' drop down menu

- **a.** Enter the stock code of the underlying Options security
- b. Select from the list of available strategies
- Select the expiry date depending on your Options
- d. Filter by American or European Options
- e. Select the number of strikes to display
- **f.** Valuation Volatility Set the volatility used for theoretical Option price valuation
- g. Strike price is displayed
- h. If trading a Buy Write, Collar or Married Put, the underlying stock will be included in the order
- i. Historical Volatility
- j. View 'Calls'
- k. View 'Puts'
- I. Select the relevant strategy by choosing 'Calls' or 'Puts' and click order ticket to confirm your order. Your strategy will display on the order ticket



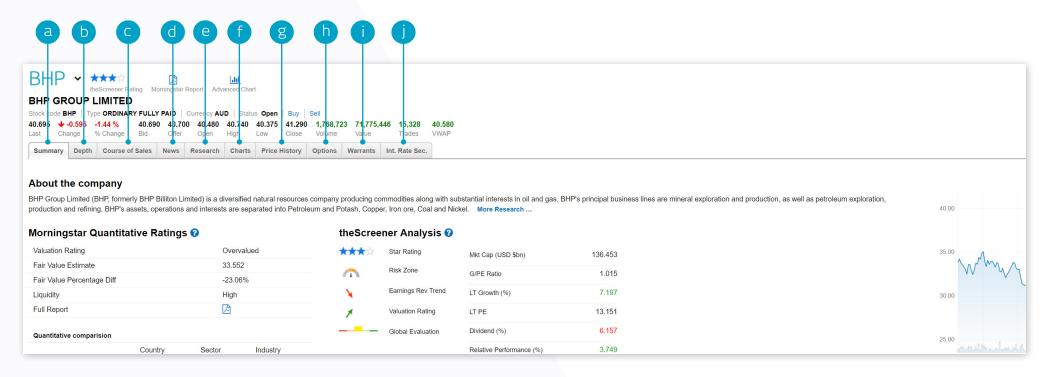
9. Options order ticket

- a. Legs of strategy
- b. Click to adjust order quantity
- **c.** View the estimated brokerage, fees and total cost of the order
- **d.** Select between 'Payoff' or 'Value' when viewing the payoff chart
- e. View Theoretical price estimate
- **f.** You can view Option Greeks and adjust the volatility values
- g. Enter trading PIN to place your order



10. Stock specific market information

Review a stock's performance with access to depth, course of sales, charts, news and research plus much more. You can access all of this information on any stock's profile page.



- a. Get a quick snapshot of the stock's company overview
- b. See the number of buyers and sellers, volume and prices of the stock
- **c.** View a summary of all trades that have taken place throughout the trading day
- d. Read the latest stock related news from Dow Jones and ASX
- **e.** Access comprehensive fundamental research on value, income, risk profiles and growth rates

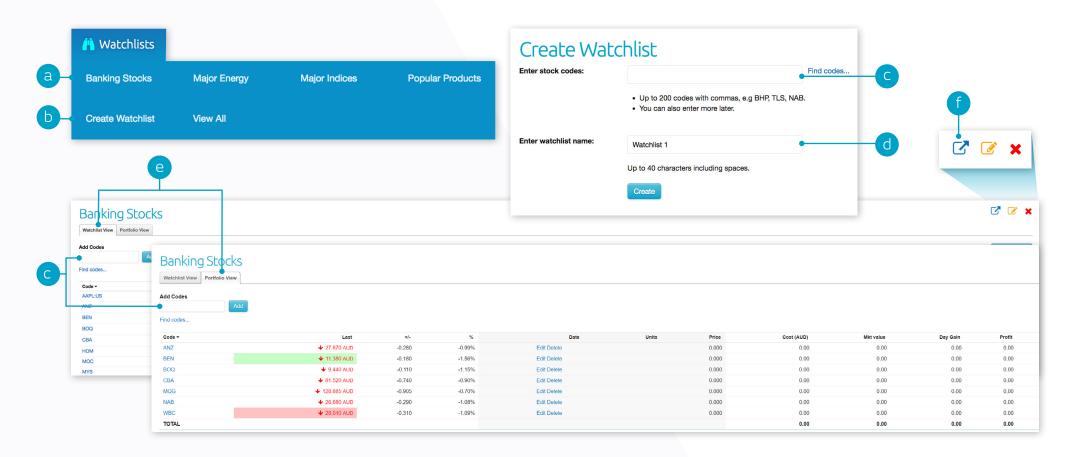
- f. Access both basic and advanced charts for the stock
- g. View/download historical prices of the stock
- **h.** See available Options for the stock with the ability to filter by expiration date and range
- i. View available Warrants for the stock
- i. View the Interest Rate Securities available for the stock

11. Watchlists

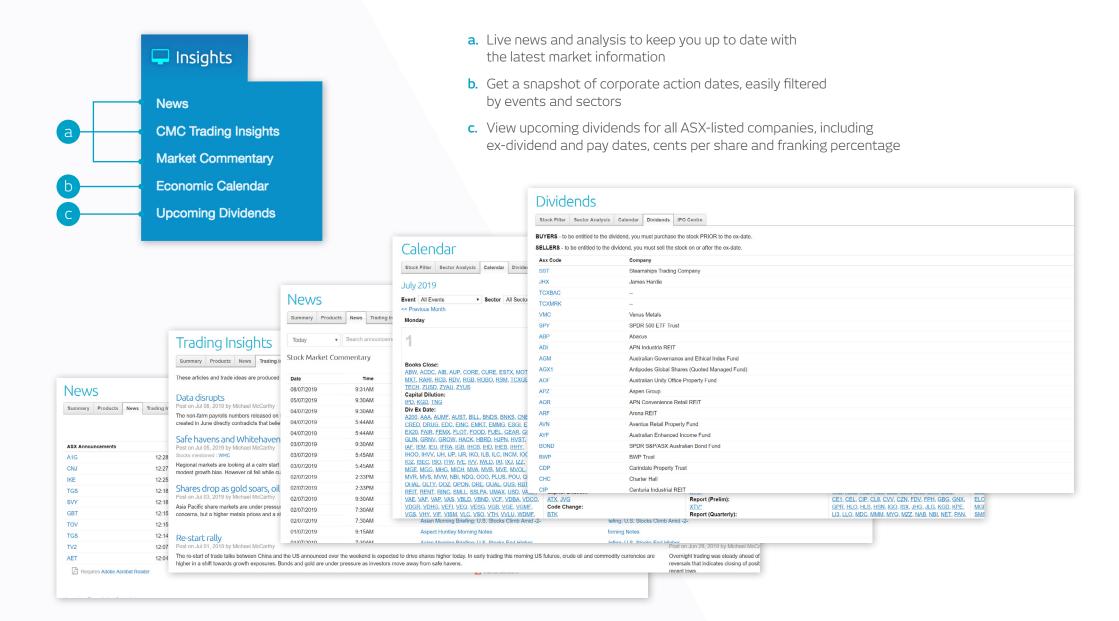
Create watchlists containing your favourite domestic and international products for easy access

- a. View default watchlists
- **b.** Click on 'Create Watchlist' to create a new list
- **c.** Add stocks to your new list by entering the stock code or multiple codes and separating them with commas
- d. Enter a name for the watchlist and click 'create'

- **e.** View your list in either Watchlist view or Portfolio view. The Portfolio view not only helps you track stocks, but it can also act like a profit and loss table if you add the date of purchase and number of units that you own for each stock.
- f. View watchlist in a pop out window, edit or delete the watchlist



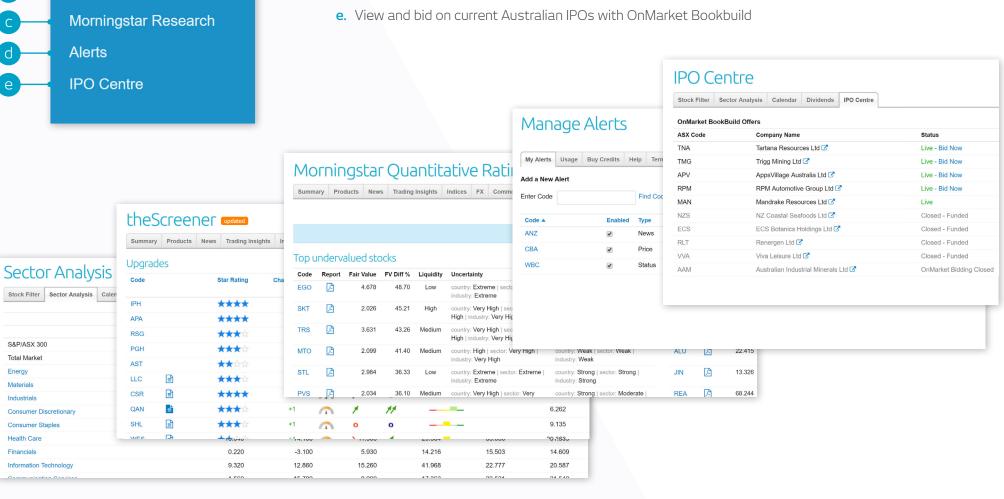
12. News and research



13. Trading tools



- a. Compare key metrics like earnings per share, dividends per share and dividend yield, across sectors and sub-sectors to view the top 300 ASX stocks
- b. View star-rated reports from the Screener
- c. View under/over valued stocks including fair value and liquidity ratings from Morningstar
- d. View/edit your alerts



14. Advanced charting

Launch our advanced charts from the Charts tab for any stock

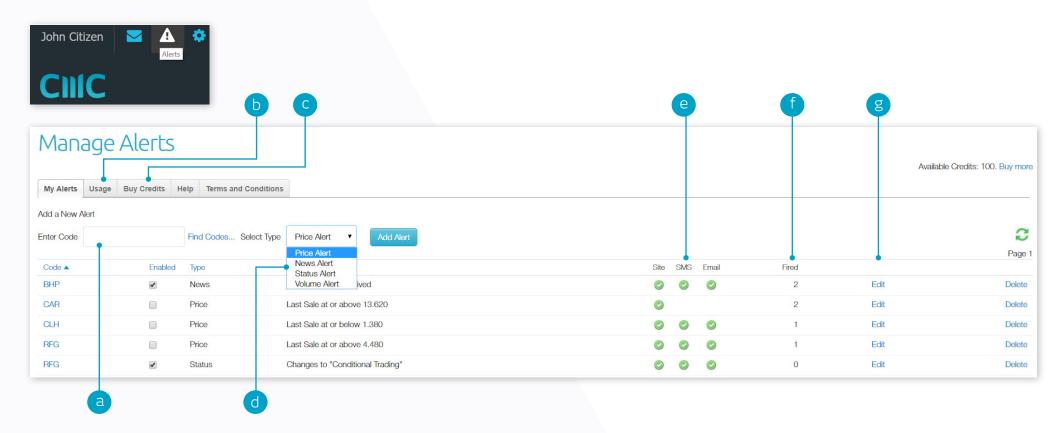


- a. Access a large suite of drawing tools trend lines; Fibonacci & many more
- **b.** Change the time frame covered by each candlestick/bar or the amount of history shown on the chart
- c. Select your preferred chart type candlesticks, bar charts & more
- **d.** Compare the performance of different stocks on a single chart
- e. Search for chart patterns

- f. Add studies like moving averages or RSI
- g. Change the look of your chart via multiple settings
- **h.** Save your drawings and studies then scroll through different scenarios using presets
- i. Click through stocks of interest by setting up watchlists then clicking to bring up charts with saved drawings and pre-set studies

15. Alerts

Manage your alerts by simply hovering over the tools menu and selecting 'Alerts' or by clicking on the alert icon in the top left hand corner of the platform

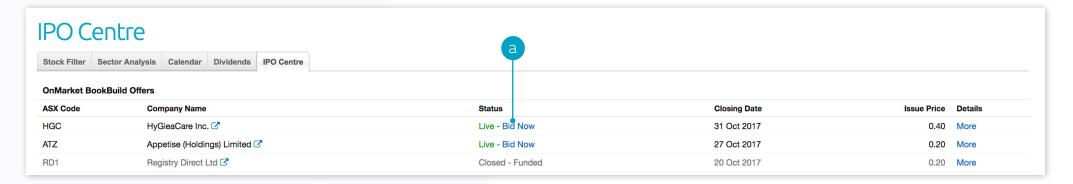


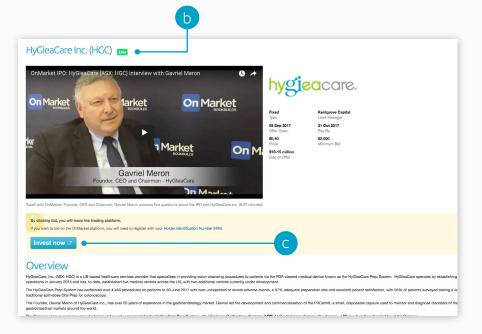
- a. Enter the stock code
- b. View your history of alerts
- c. Top up your credits to add more alerts
- d. Select from price, news, status or volume alert and click 'Add Alert'

- e. Shows the delivery mode selected for a particular alert
- f. View how many times this alert has been triggered
- g. Edit the alert settings

16. IPO centre

Browse the range of OnMarket offers available on our IPO Centre, simply register with the OnMarket portal and provide your HIN to place your bid. Your holdings will seamlessly be added to your designated portfolio once the offer is successfully closed.





- **a.** You can access our IPO centre by hovering over the 'Tools' menu and selecting 'IPO Centre'. Click 'Bid now' to learn more about an available IPO
- **b.** Get an overview of the selected IPO including important dates, share price, minimum bid and the size of the offer
- c. Click on 'Invest now' to access the CMC Markets OnMarket portal and place your bid

Note: If you wish to bid on the OnMarket platform, you will need to register with your Holder Identification Number (HIN). Your HIN number can be found by selecting 'Account Information' from the 'Account' menu on the platform and will be displayed under your account name.

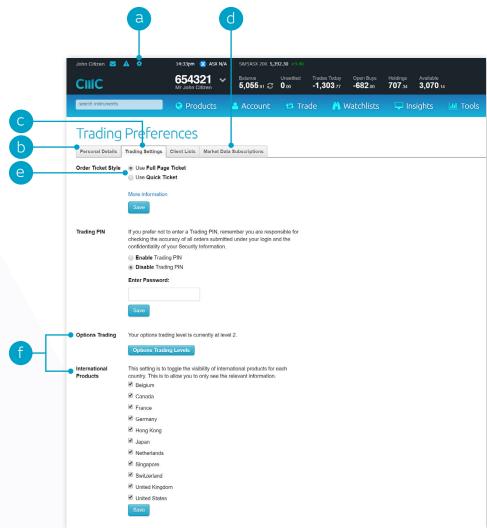
17. Settings

Configure your account and platform to suit your individual needs

by using the inbuilt preferences and settings.

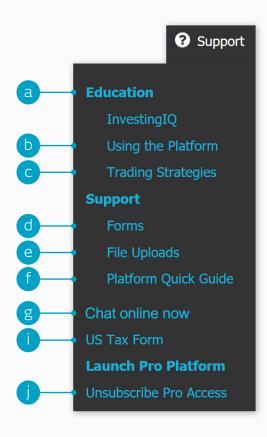
a. Access your platform preferences by hovering over the cogwheel in the top left hand corner. Select from:

- **b.** Personal Details change your username, password, trading PIN or other personal details. You can also manage your email communications and site preferences here.
- c. Trading Settings update your order ticket style, enable or disable your trading PIN and manage your Options trading levels and international market access
- d. Market Data Subscriptions
- e. Set your preferred default order ticket style (Full Page Ticket or Quick Ticket) and enable or disable a trading PIN on your account. We recommend the use of a trading PIN for additional security.
- **f.** Trading Settings is also where you can see your Options trading level and set your international markets



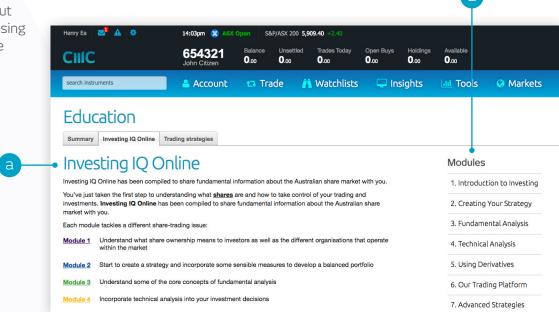
18. Education

Expand and test your knowledge of the Australian share market with the Investing IQ modules available directly on the platform. This free program is designed to provide you with the fundamentals to help you take control of your trading and investment decisions.



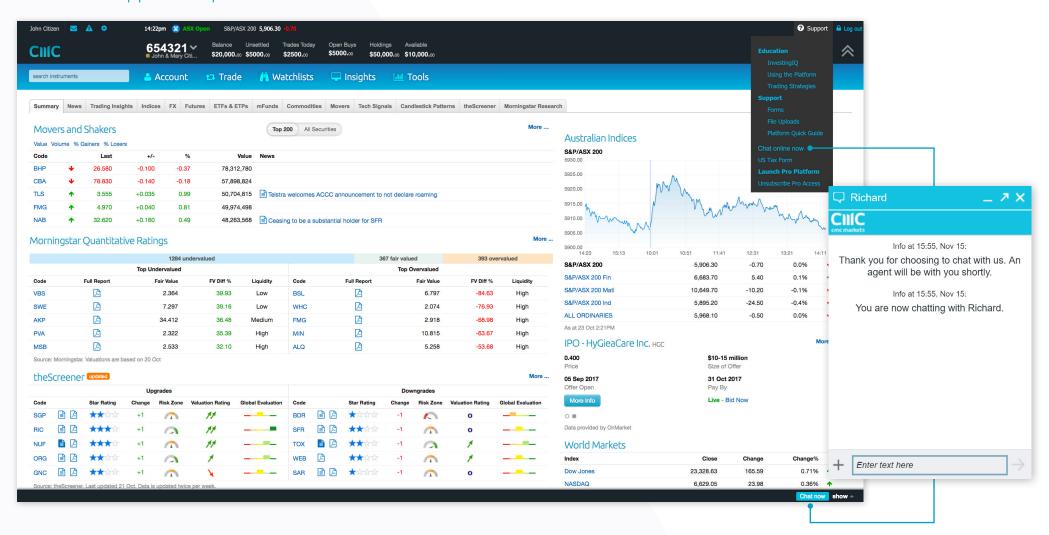
- a. Access 'Education' from the support menu in the top right hand corner of your screen. You can choose from a range of topics to learn about share trading
- b. Using the platform and demo videos
- c. Learn important strategies to help support your trading
- **d.** Access forms for additional account requests
- **e.** Use the new 'File upload' functionality to upload your documents required for your ID verification
- f. You can learn more about our standard platform using the Platform quick guide

- **g.** Chat instantly to our client services team from Monday morning to Saturday morning
- h. View our contact details for any enquiries
- i. If you are trading US shares, you can now electronically lodge the applicable US tax form through our third party supplier (Thomson Reuters)
- you can launch the Pro platform from here, if you have subscribed to this



19. Live chat

Available from Monday morning to Saturday morning to coincide with world market opening hours. Easily accessible by clicking on the 'chat now' button found in the bottom right hand corner of the platform or from the 'Support' drop down menu.



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