

R. J. O'Brien & Associates

# RJO WebOE

## WebOE User Manual

July 2017

Version 2.4

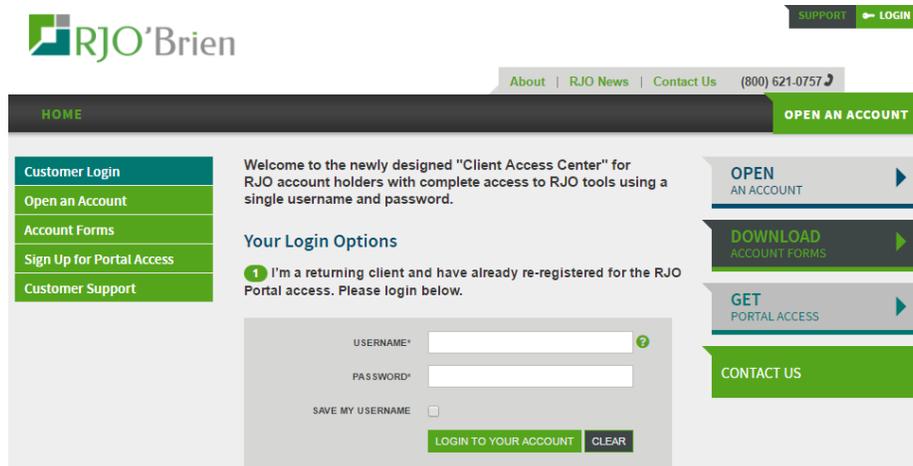
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# R.J. O'Brien WebOE

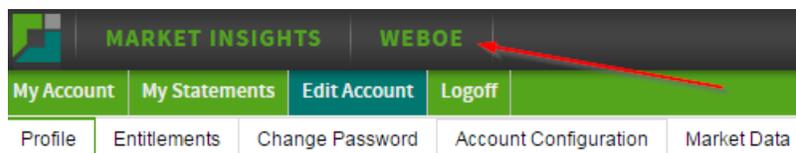
The new RJO'Brien WebOE platform is an exciting new product that we are proud to introduce to our IB community. This program gives you the flexibility and portability of a web based platform, and the account management, order entry, quoting and charting capabilities of a download only platform. We hope that this guide will allow you to get the most of the platform, and help give you the knowledge to make this an important tool in your trading arsenal.

## Getting Started

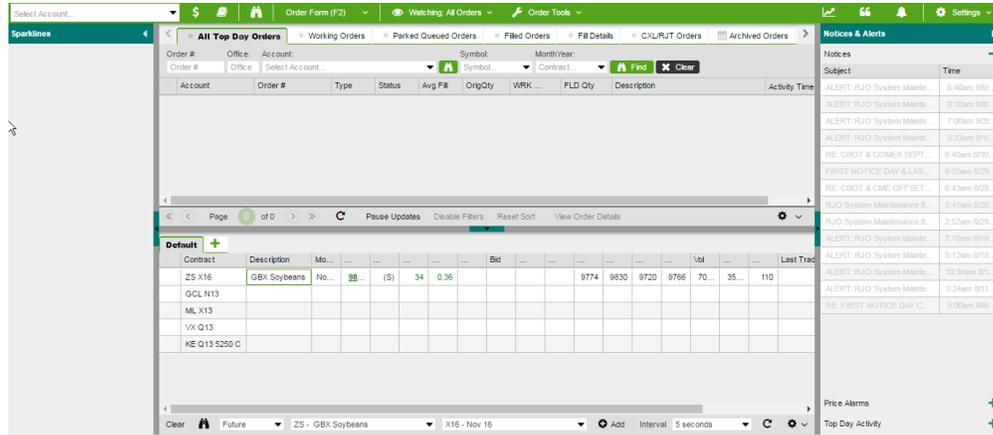


### To get started with WebOE:

- Contact your RJO'Brien broker to start the process of creating a username and password for your account(s).
- Once your broker provides you with your login information, you can access the platform here: <https://trade.rjobrien.com/portal/weboe/>. The program is conveniently located in the RJO Portal along with Armor and any other RJO tools you have access to. It can be run using any modern web browser although RJO recommends using Google Chrome.
- Once you've logged into the RJO Portal, click on the WEBOE link in the black bar across the top.



## The WebOE Main Screen



The main WebOE window is divided into 4 separate areas:

### **The Order Log / Risk Summary Screen**

This section is located at the top of the screen, and allows you to view different tabs of the order log or risk summary page. Tabs for the ACCOUNT BALANCES screen and ACCOUNT POSITIONS screen can be added by selecting them from buttons on the top to the right of the account field. This is the only screen that can't be collapsed, and is always visible.

### **The Quote Grid**

By default, the quote grid is located at the bottom of the screen but can be moved to the top from the Settings menu. This section is customizable to show different information dependent on the trader's needs. It also allows easy access to charts, marketbook, and order entry through the right click menu.

### **Notifications Sidebar**

This section is located on the right hand side of the screen and can be accessed by clicking on the Bell icon to the right of Settings.

#### **Notices and Alerts**

This section is reserved for announcements and alerts from R.J. O'Brien regarding margin changes, trading, holiday schedules, etc.

#### **Price Alarms**

This screen is located on the right hand side of the screen under Notices & Alerts and will display any price alarm notifications that the user has set price alerts for.

#### **Top Day Activity**

This screen is located on the right hand side of the screen under Price Alarms and displays current day notifications and timestamps for any top day activity on orders.

#### **Sparklines**

This window is located on the left hand side of the screen small and contains Sparkline charts which give a quick look at the contracts that are listed on your quote page.

## Tool Bar



One other feature of the main screen is the tool bar located at the top of window. This bar contains icons/links to access different features of the platform such as [BALANCES AND POSITIONS](#) as well as quick access to [SYMBOL LOOKUP](#), [ORDER FORMS](#), and [ORDER TOOLS](#). The tool bar also contains a Toggle On/Off button for [SPARKLINES](#), [QUOTE GRID](#) and the [NOTIFICATION SIDEBAR](#). At the far right, there is a Settings drop down menu.

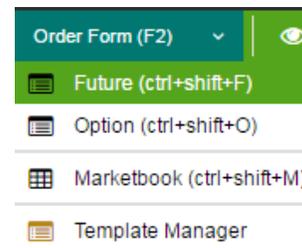
**Active Account** -  Typing an account or selecting one from the drop will populate the corresponding account field in the order entry window. That same account will be used if you click on the [BALANCES](#) button or the [POSITIONS](#) button.

**Account Balances** -  This button will pull up the [ACCOUNT BALANCES](#) screen for the account selected.

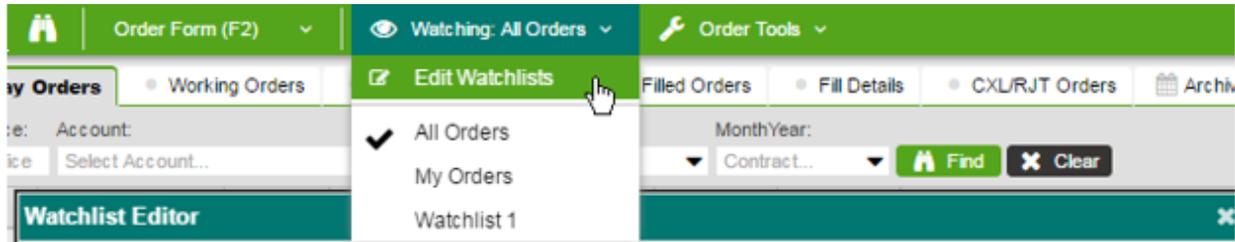
**Account Positions** -  This button will pull up the [ACCOUNT POSITIONS](#) screen for the account selected.

**Symbol Guide** -  By clicking on the binoculars icon, you can search for a symbol by market or exchange.

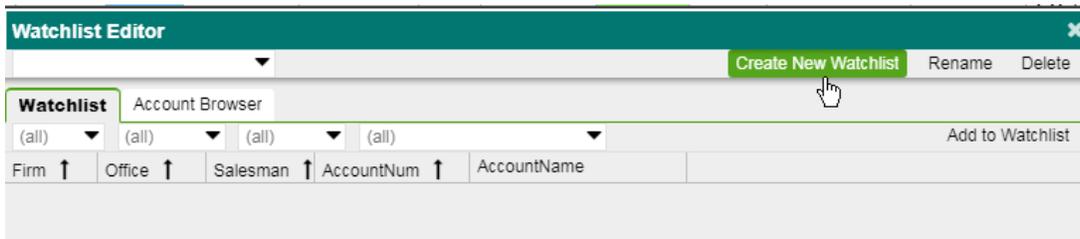
**Order Form dropdown** - Gives you access to several order types, your [TEMPLATE MANAGER](#) and any templates you have created.



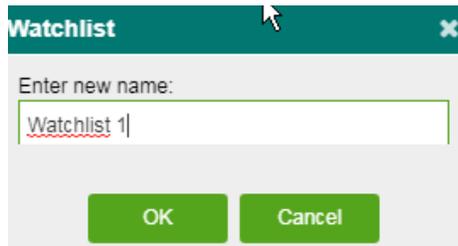
**Watchlists** – Gives users the ability to designate which accounts they wish to monitor. Users can toggle between All Orders, My Orders, and custom Watchlists. “All Orders” will display every order for all accounts the user has access to. “My Orders” will display only orders the user has entered. Choosing Edit Watchlist will allow users to customize by office, sales code, and/or accounts they’d like to view. Note multiple custom Watchlists can be created.



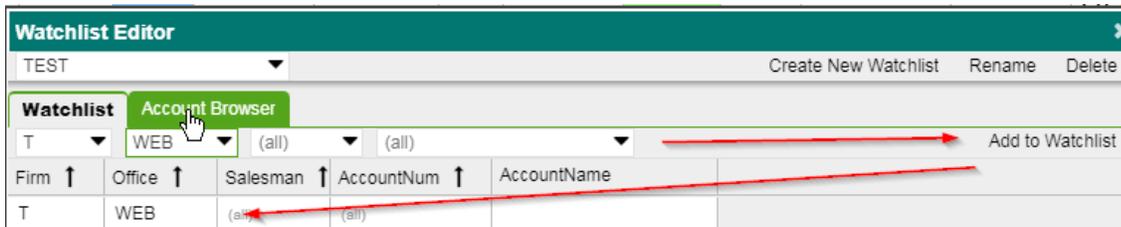
Click on 'Create New Watchlist'



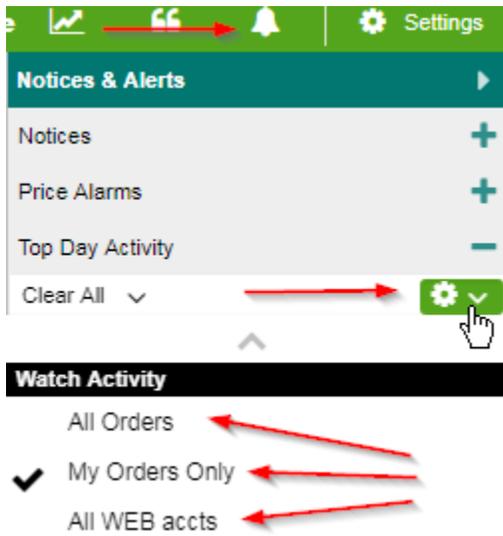
Name your Watchlist



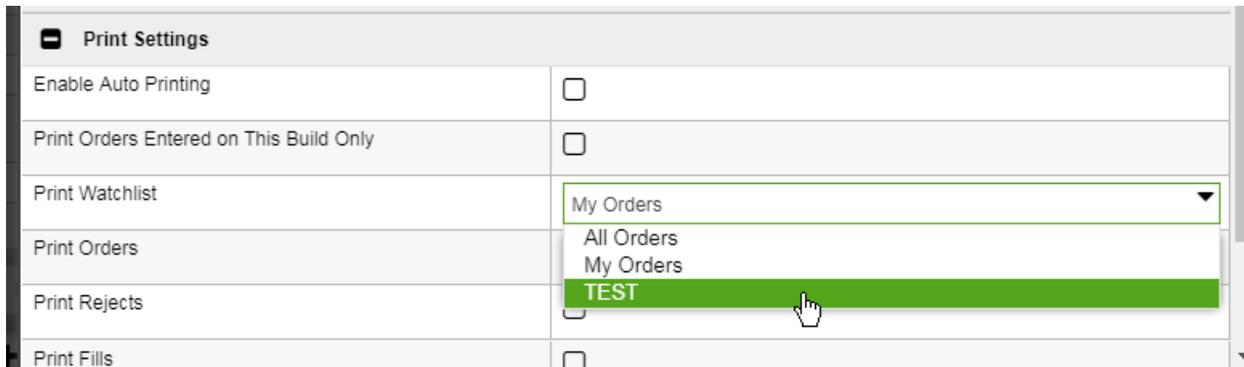
Enter the Firm, Office and account (if applicable) and click the 'Add to Watchlist' button. You will then see your selection in the grid.



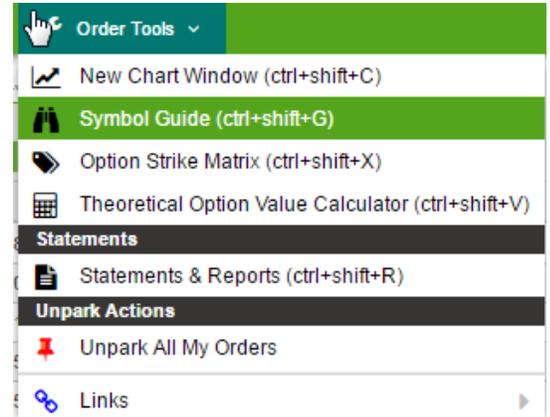
Note: this Watchlist is available for your order log and also your Notifications sidebar Watchlist for Top Day Activity. You top day orders watchlist does not need to be the same as your Top Day Activity Watchlist.



Your new Watchlist is also now available under Print Settings in the 'Print Watchlist' dropdown. If you are selecting this for printing, please be sure to check any other boxes that apply. Refer to the Printing section for more information.



**Tools dropdown** – Gives you access to the CHART window, SYMBOL GUIDE, OPTION STRIKE MATRIX, THEORETICAL OPTION VALUE CALCULATOR, STATEMENTS & REPORTS, UNPARK ACTIONS AND VARIOUS LINKS. Links will provide access to external websites including proprietary R.J. O'Brien websites, various exchanges, regulatory agencies & industry information, the WebOE manual, Margin Guide and Support tools.



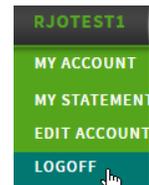
**Toggle Sparkline's Sidebar** -  Will either open the Sparkline's sidebar on the left side of the screen or close it, depending on the state it's in when you click on this button.

**Toggle Quote Grid Sidebar** -  Will either open the Quote Grid sidebar under the order log or close it, depending on the state it's in when you click on this button.

**Toggle Notifications Sidebar** -  Will either open the Notices & Alerts/Top Day Activity sidebar on the right side of the screen or close it, depending on the state it's in when you click on this button.

**Settings** -  The settings page allows you to change different themes, platform settings, placement of fields on the order ticket, Quote Grid settings and Market Boo settings, among many other settings. Please refer to the Settings section later in the manual for more information.

**Logout** – Directly above Settings, you will see your username. If you hover your mouse over it, you will see a menu with LOGOFF being at the bottom of the list. Just click on it to be logged off the platform.



## Grid Features

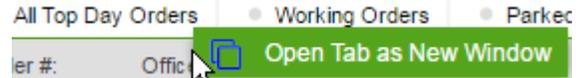
Please refer to this section for instructions on customizing your grids for the following pages:

- ALL ORDER LOG TABS
- RISK SUMMARY
- QUOTE PAGE
- POSITIONS

All columns on the grid can be relocated, removed, and re-sized. Columns can be sorted by clicking on the column header.

### Float Order Log

Order log tabs can be floated by right clicking on any of the tabs and clicking Open Tab as New Window. Each tab can be opened multiple times giving the user the ability to adjust the account watchlist in each screen.



### Sorting Columns

To reverse the sorting order click on the column header. You may also sort columns by hovering your mouse over the column header until a small arrow pointing down appears on the right hand side of the header. Clicking on the triangle will display SORT ASCENDING, SORT DESCENDING Columns, Lock (or Unlock) and Filters. Choosing Lock will lock the columns in place.

### Filtering Information

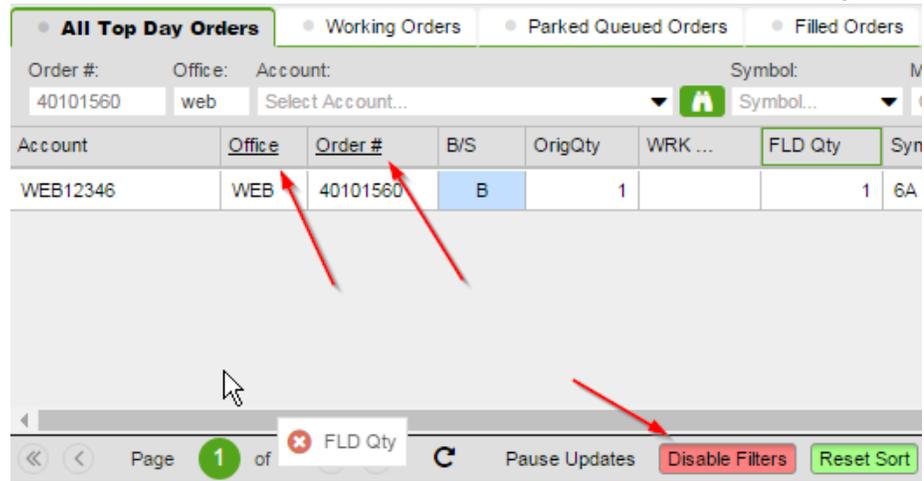
You can filter the information using the columns by clicking on the dropdown box to the right of the column name. Putting your mouse over the filter option, will open a filter box, allowing you to enter variables for filtering (such as less than, equal than, or equals for numerical variables). If you are filtering a column containing text, check boxes will allow you to select which variables to use for filtering your order log.

A quick filter option is also available in the right click context menu, which will give users the ability to filter by the data in the selected field. Multiple quick filters can be added at once.

**NOTE:** If you have any filters on, the name of the column will be underlined on the order log. All filters can be cleared by clicking on the

**Disable Filters** button located in the middle section of the screen between the order log and the quote screen.

When no filters are on, the button is disabled.



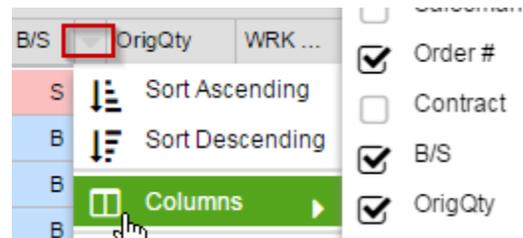
Additional quick Search options are also available on the top of the order log:



## Adding and Removing Columns

These grids also have the ability to hide and show columns. **TO ADD OR REMOVE COLUMNS FROM YOUR GRID**, hover your mouse icon over

any column until a small arrow pointing down appears on the right hand side of the header. Clicking on the triangle will show an option for “Columns”. All column names that have a check next to their name are currently visible on your screen. **TO HIDE THESE COLUMNS**, click on the checkbox to remove it. To add a column that currently isn’t visible, click on the empty check box to add a check.



## The Order Log

The order log will give you access to view the latest order status, as well as the ability to place, modify, cancel and replace orders. The order log now has tabs separating the orders by status for quick viewing. You can still use the All Top Day Orders tab which shows everything on one screen.

By default, the order log will give you a list of orders sorted in order of activity time. The latest orders will be displayed on the top of the screen. All columns can be sorted ascending or descending by clicking on the column header.

## Viewing Orders

By default, all orders for accounts you have access to will display in the order log screen and will be arranged by activity time with the most recent at the top. You can sort any column in this screen by clicking on the column header. All columns containing numerical values will be sorted from low to high, columns containing text will be sorted alphabetically.

## Quick Cancel

For working orders, clicking on the red X  in the far left column of the order. You can also cancel multiple orders by highlighting them at the same time. To cancel all orders, click on the

Select All  button located in the middle section of the screen between the order log and the quote screen. Whichever option you choose will pull up a cancel order confirmation screen. You will see the number of highlighted orders in parenthesis next to the “Cancel Order” text. You can select “yes” to proceed or “no” to abort the cancel request. If there are no working orders, this option will be grayed out.

## Right Click Context Menu

Right clicking on the order rows will give you access to many of the WebOE features, as well as giving you options for customizing your order screen.

## Order Actions

**View Order Details** - This pulls up the Order Information Pane for the order selected with the right click.

**Cancel Order** - For working orders, right clicking on the order you wish to cancel will pull up a cancel order confirmation screen. You can select “yes” to proceed or “no” to abort the cancel request. You can also cancel multiple orders by highlighting them at the same time. You will see the number of highlighted orders in parenthesis next to the “Cancel Order” text. If there are no working orders, this option will be grayed out.

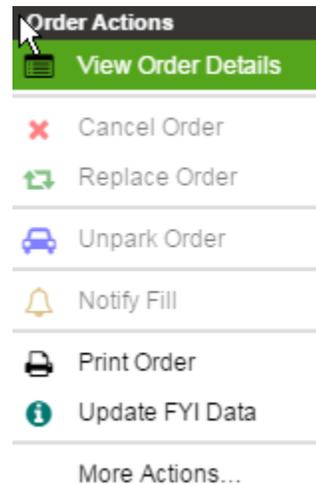
**Replace Order** - This pulls up the Order replace screen for the order selected when you right click. If there are no working orders, this option will be grayed out.

**Unpark Order** - This pulls up the unpark order screen for the order selected with the right click. If there are no parked orders, this option will be grayed out.

**Notify Fill** – Will mark order as customer notified. Note: this feature is available for brokers only, please contact your administrator to enable.

**Print Order** - This will pull up a drop copy for the order selected with the right click and give you the option to print it.

**Update FYI Data** – Allows for user to adjust the FYI data



## More Actions....

**Duplicate Order** - This creates an exact copy of the highlighted order.

**Reverse Order** - This creates a copy of the order selected except as a sell if the original order was a buy or a buy if the original order was a sell. Continue with the normal entry procedure to send the order in.



## Account Details *(selected account displays in parenthesis)*

**View Positions for Account** - This opens the Account Positions screen for the account used in the order selected.

**View Balances for Account** - This opens the Account Balances screen for the account used in the order selected.

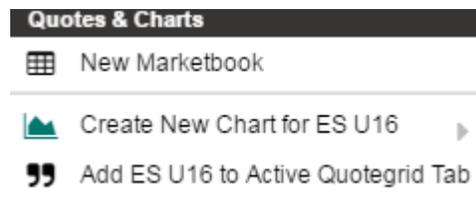


## Quotes & Charts

**New Market Book** - Displays a marketbook for the order you have selected

**Create New Chart** - This creates a chart for the product used in the order selected with the right click.

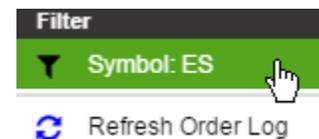
**Add To Active Quotegrid Tab** - This enters a quote for the product used in the order selected with the right click. The quote is entered at the bottom of the current tab, visible in the Quote Grid.



## Filter

**Filter** – Allows users to quick filter whichever field the user has chosen. Note multiple filters can be added through the right click context menu.

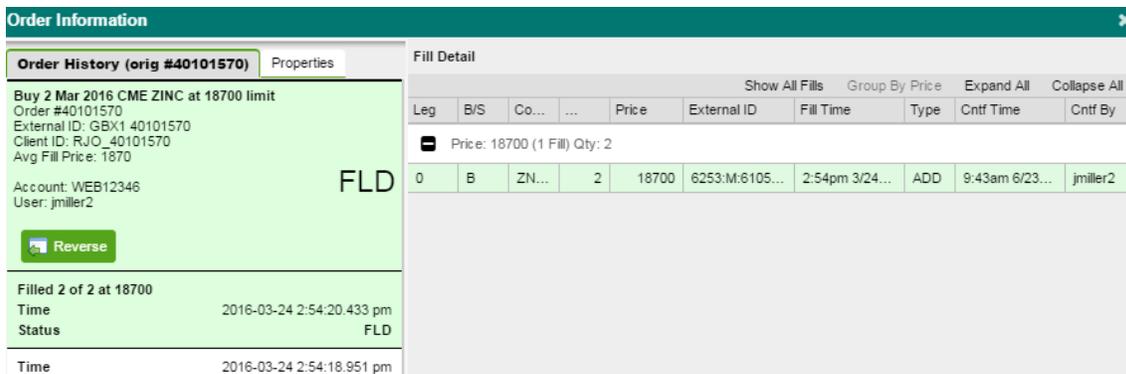
**Refresh Order Log** - This will refresh the entire Order Log, pulling the latest information on all orders visible.



## Viewing Detailed Order Information

### The Order Information Window

While the order screen shows a large amount of order information, orders can be shown at an even more detailed level using the Order Information Pane.



**Order Information**

Order History (orig #40101570) Properties

Buy 2 Mar 2016 CME ZINC at 18700 limit  
 Order #40101570  
 External ID: GBX1 40101570  
 Client ID: RJO\_40101570  
 Avg Fill Price: 1870

Account: WEB12346  
 User: jmiller2

Reverse

Filled 2 of 2 at 18700  
 Time 2016-03-24 2:54:20.433 pm  
 Status FLD

Time 2016-03-24 2:54:18.951 pm

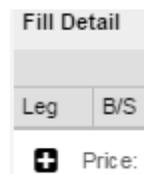
FLD

Fill Detail

Show All Fills Group By Price Expand All Collapse All

Leg	B/S	Co...	...	Price	External ID	Fill Time	Type	Cntf Time	Cntf By
Price: 18700 (1 Fill) Qty: 2									
0	B	ZN...	2	18700	6253:M:6105...	2:54pm 3/24...	ADD	9:43am 6/23...	jmiller2

**ACCESS DETAILED ORDER INFORMATION ON A PARTICULAR ORDER**, double click on the order's row in the order log screen. You may also right click on any order, and select "View Order Details". This page will contain all status updates for a particular order, as well as what time each status change was made. For filled orders, it will also list a breakdown of fill prices. A Fill detail tab is located on the right side of the window to show even further information, including each individual fill price and time of a multi-lot order. Note: if you don't see any details in the right hand pane, you may need to click on the plus sign under Fill Detail. Fill details provides the option to show all fills and group by price for easier view. Note to Brokers: these fills can then be individually notified by highlighting and click notify fill. (Notify fill does not send an alert to a client, it is only as a reference to mark a fill as notified with a timestamp). Rejected orders will show the reject message that was sent from the exchange or the order desk.



The Order Information window also allows you to modify certain orders. For example, a working order's information window will allow you to cancel or replace orders by clicking on the corresponding buttons.



A filled order will give you the option to reverse the order, allowing you to instantly place an order for an offsetting position.

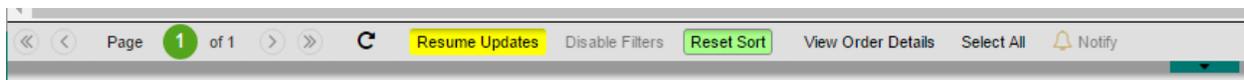


A parked order will allow you to un-park the order, sending it into the exchange. You can also cancel a parked order from this screen.



## Center Screen Menu Bar

When you open WebOE for the first time the order log is on the top half of the screen and the quote page is on the bottom half, separated by a narrow menu bar. There are several features available here.



### Page

This feature displays the page number you are currently viewing. If you have multiple pages on your order log, it will allow you to click through each page one at a time or quickly go to the opposite end.

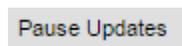
### Refresh

Clicking the refresh button will refresh your order log



### Pause Updates

The order log is a dynamic, constantly refreshing window. If you ever need to pause the order screen from updating, click on the "Pause Updates" button located in the middle section of the screen between the order log and the quote screen. To resume, press Resume Updates.



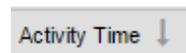
### Disable Filters

If you have any filters on your order log, the button will be red. Clicking this button will disable all filters and the button will be grayed out.



### Reset Sort

By default, the order log is sorted by Activity Time descending and the Reset Sort button is grayed out. If you have a custom sort applied, the Reset Sort button is bright green. To remove the custom sort and go back to the default, click on the button.



### View Order Details

If you have a row highlighted in the order log, clicking on this button will bring up the order details. You can also access the order details by double clicking on the row in your order log.

### Select All

Clicking Select All will select all orders on your log. They will all be highlighted gray/

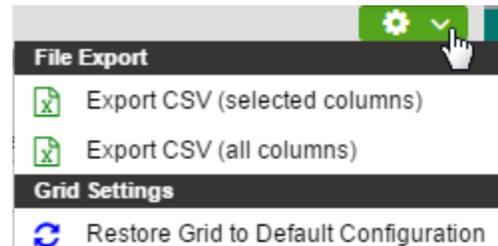
### Notify Order

Brokers (only) can request this feature be added by contacting [rjohelp@rjobrien.com](mailto:rjohelp@rjobrien.com). In order to use this feature, highlight a fill and click on Notify Order. It will mark the order in the database with a timestamp indicating when you called the customer with the fill. It does NOT actually send the fill to the customer.



### Grid Settings and Order Log Export

- For your convenience, we have the ability to export your log to a CSV file. This feature is available across all order log tabs. Export CSV (selected columns) will only export the columns you see on your screen. Export CSV (columns) will export every column available in the database.
- Restore Grid to Default Configuration will remove and settings that you changed and restore it back to the default settings.



### Risk Summary

Office	Account	Account Name	Class	BOD NLV	NLV	MTM P&L	% P&L	Cash Adj	RMR E/D	RMR	RIR	+/- RMR	% +/- RMR	Total Call	Call Age
WEB	80002	TEST MASTER-TEST	R	-346,252	-40,074	38	0	306,140	-4,814,544	4,774,470	5,251,917	-3,720	0	-7,907,675	

The risk summary screen gives you a quick view of account margin information. This is a useful tool for Brokers and Clients alike to keep track of and manage account's total cash, risk margin, and the change in accounts value based on current day activity. The screen updates account portfolios and uses current prices and intraday span to calculate risk and mark to market profit loss.

### Sorting, Filtering, Adding and Removing Columns

Please refer to the Grid Features section on page 6 for detailed instructions.

## The Positions and Balances Screens

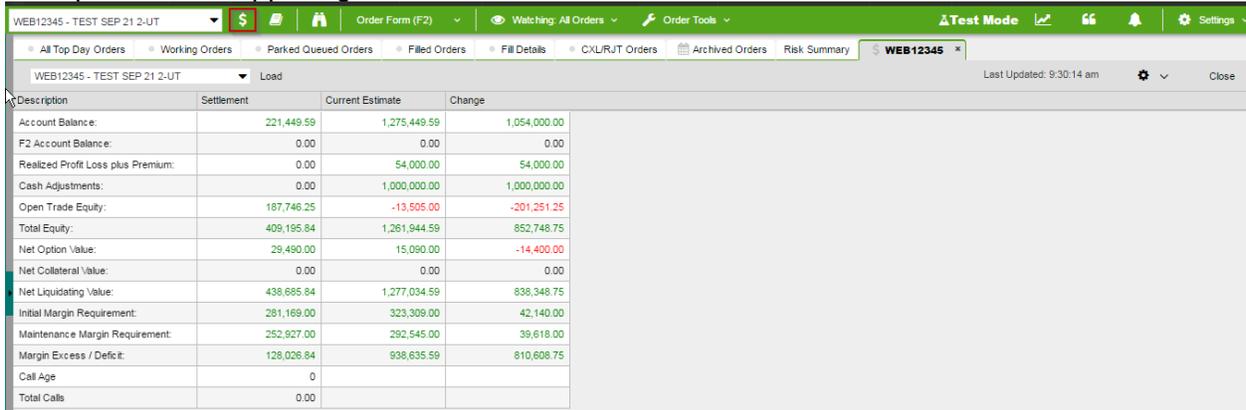
The positions and balances screen allow you to pull up your latest account information without leaving the WebOE window. These screens update as you trade to reflect the latest account data. The screens can be accessed in multiple ways inside the platform.

- With an active account selected, click on the Account Balances button or the Account Positions button within the tool bar.
- **TO ACCESS THE PAGE THROUGH THE ORDER LOG**, right click on an order and select View Positions or View Balances for Account. These options will bring up the positions or balance screen for the account linked to that order.
- **TO ACCESS THROUGH THE RISK SUMMARY PAGE**, right click on the account in the risk summary page that you would like to view position or balance information on, and select which screen you would like to appear. A new tab will open, displaying the position or balance data.

Opening the positions or balance screens will create a new tab in the order log showing the position or balance information. If you would like to close this screen, click on the X button in the top right hand corner of the Positions or Balances tab.

## Balances

The balances page will display the chosen account's settlement data as well as a real-time current estimate. Please note this page will auto-refresh every 60 seconds and will display a last update in the upper-right hand corner of the screen.



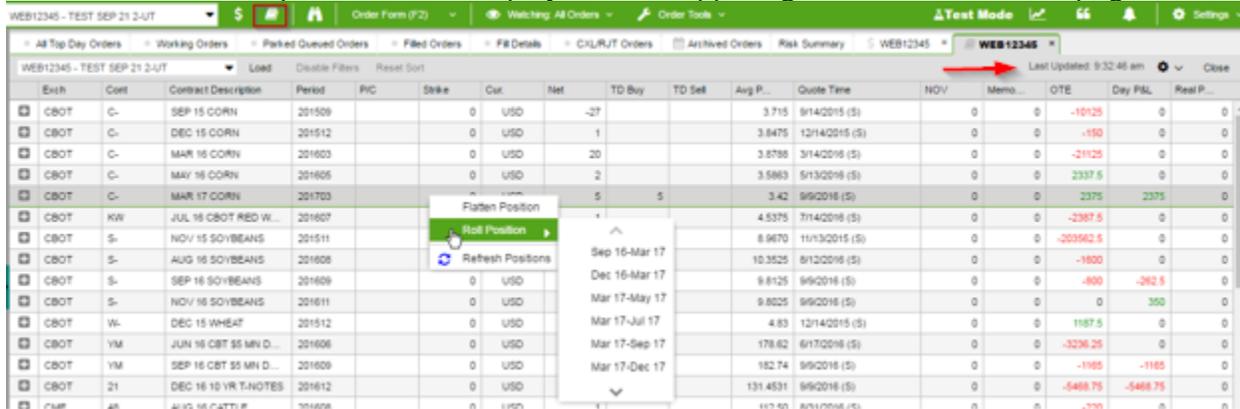
Description	Settlement	Current Estimate	Change
Account Balance:	221,449.59	1,275,449.59	1,054,000.00
F2 Account Balance:	0.00	0.00	0.00
Realized Profit Loss plus Premium:	0.00	54,000.00	54,000.00
Cash Adjustments:	0.00	1,000,000.00	1,000,000.00
Open Trade Equity:	187,746.25	-13,505.00	-201,251.25
Total Equity:	409,195.84	1,261,944.59	852,748.75
Net Option Value:	29,490.00	15,090.00	-14,400.00
Net Collateral Value:	0.00	0.00	0.00
Net Liquidating Value:	438,685.84	1,277,034.59	838,348.75
Initial Margin Requirement:	281,169.00	323,309.00	42,140.00
Maintenance Margin Requirement:	252,927.00	292,545.00	39,618.00
Margin Excess / Deficit:	128,026.84	938,635.59	810,608.75
Call Age	0		
Total Calls	0.00		

## Positions

The Positions page will display a near to real-time position details on the active account. By clicking on the + to the left of the position, users can view all open trade details contributing to the position.

The right click menu bar will allow users to Flatten Positions, Roll Positions or Refresh Positions. Once Flatten Position is clicked, the user will be directed to the order entry box to complete the transaction. Roll Positions will provide available spreads; once user has chosen the spread to roll the contract, the order entry box will populate for the user to complete the

transaction. Refresh will update the position page. Please note, this display does not auto-refresh and the last updated time is displayed in the upper right-hand corner of the page.



The screenshot shows a trading interface with a table of orders. A context menu is open over one of the rows, showing options: 'Flatten Position', 'Roll Position', and 'Refresh Positions'. The table columns include 'Exch', 'Cont', 'Contract Description', 'Period', 'PIC', 'Strike', 'Cut', 'Net', 'TD Buy', 'TD Sell', 'Avg P.', 'Quote Time', 'NOV', 'Memo', 'OTE', 'Day P/L', and 'Real P.'. The 'Last Updated' time in the top right corner is 9:32:46 am.

## The Quote Grid



The screenshot shows the 'Quote Grid' interface with a table of market data. The table has columns: 'Quote T...', 'Last Trade Time', 'Symbol', 'Mo Yr', 'Last', 'Settled', 'Change', 'Chg %', 'Bid Size', 'Bid', 'Ask', 'Ask Size', 'Open', 'High', 'Low', 'Close', 'Vol', 'Open Int', and 'Ran'. The data rows show various symbols like R, ES, HE, ZS, and X16 with their respective trade times and prices.

Depending on what you subscribed to, the quote grid allows you to access real time or delayed quotes wherever you have an internet connection and a compatible Web Browser. The quote grid is also completely customizable, allowing you access to a personalized quoting system each time you log in. Please refer to the Grid features section of the manual for more information.

## Adding and Removing Quotes

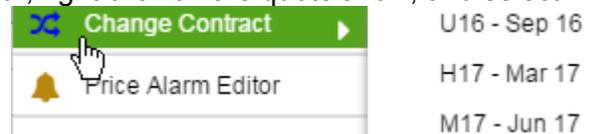


The screenshot shows the 'Adding and Removing Quotes' interface with input fields for 'Clear', 'Future', 'Symbol...', 'Contract...', and an 'Add' button.

**TO ADD A QUOTE TO THE QUOTE PAGE**, select future or option from the first menu at the bottom of the quote grid. If you choose option, two additional boxes will be added. Next, select a symbol by using the symbol finder icon (binoculars) or by typing the symbol and contract (month/year) in the second and third drop down menus. If you begin to type the symbol, or the name of the contract, the dropdown menu will filter to only contain results matching what you have typed. If there are multiple pages of results, the buttons at the bottom of the list will help you view the data. If you are entering a futures quote, you can click the add button at this time.

For an options quote, you will also need to enter a strike in the fourth column, as well as select put or call in the fifth before clicking on the add button. Any new quotes added through this process will be added to the list below the previously added quotes.

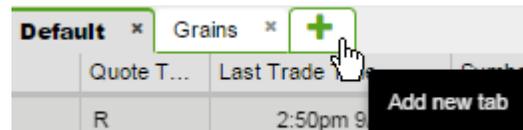
To roll an existing quote to the next contract month, right click on the quote's row, and select "Change Contract". This is an easy way to keep the quote current without having to go through the process of removing the quote and re-adding the new contract in two steps.



Like the Order Log, the quote grid can be customized in a number of ways.

### Adding and Removing Tabs

Tabs can be added to your quote grid to group your quotes in ways convenient to you. **TO ADD A NEW TAB**, click on the green plus sign which is the Add new tab button. A pop-up box will appear allowing you to rename your new tab. Once you have entered a name, click OK.



Once the tab is created, you can add quotes to it by selecting it (clicking on the tab) and using the quote adding procedure listed in the adding quotes section.

**TO REMOVE AN EXISTING TAB**, you can click on the "X" Button located in the upper right hand corner of the tab or right click on the tab itself and select Close tab.

**TO RENAME A TAB**, right click on the tab and select Rename. A pop-up will ask you to type a new name for the tab. Hit ok to select the name entered.

**TO ROLL ALL CONTRACTS ON A SPECIFIC TAB**, right click on the tab and select Roll All Tab Contracts. You will be given the option to roll to previous expirations or next expirations.

### Floating Tabs

Quote grid tabs can be floated by right clicking on any of the tabs and clicking Open Tab as New Window. Each tab can be opened into an external window. Right Click Menu

### Quote Page Right Click Context Menu

Like the order log, right clicking on rows in the quote page will give you access to many of the WebOE features, as well as giving you options for customizing your quote log. Below is a list of different options and features you can access.

**Create Order** - This creates an order screen using the symbol selected with the right-click. Create Order for spreads (single line entry) is also available via right click menu bar

**Buy On Market** - This creates a buy order screen with market order selected, using the symbol selected with the right click.

**Buy On Bid** - This creates an order screen with a limit order selected at the bid price, using the symbol selected with the right click.

**Sell On Market** - This creates a sell order screen with market order selected, using the symbol selected with the right click.

**Sell At Ask** - This creates a sell limit order at the current ask price, using the symbol selected with the right click.

**New Marketbook** - This opens the marketbook using the symbol selected.

**New Chart** - This opens a daily chart using the symbol selected with the right click.

**New Option Strike Matrix** - This will pull up an option strike matrix using the symbol selected with the right click.

**Add Contract** - With a quote selected, hover the mouse over "Add Contract" and all additional months will be displayed. Select one to add a new quote to the grid.

**Select a Contract** - This will open the Symbol Finder which will allow you to select a contract by Market or Exchange, then selecting symbol and the specific Contract

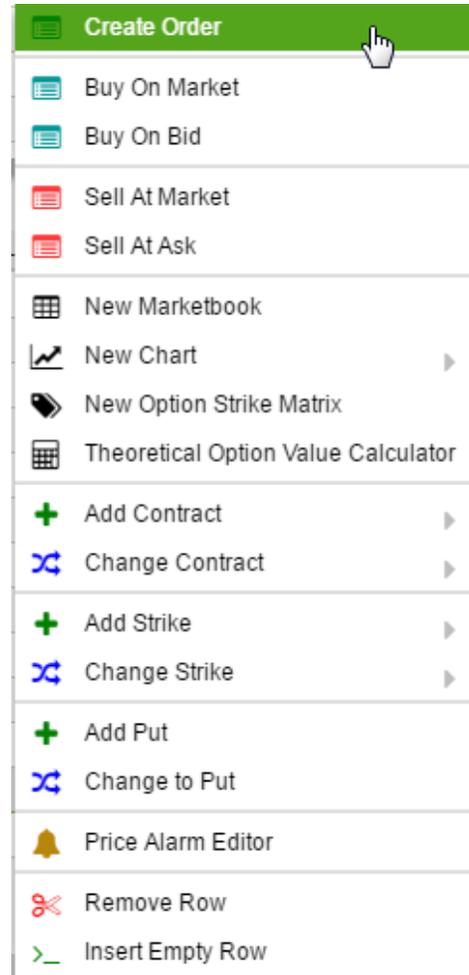
**Change Contract** - With a quote selected, hover the mouse over "Change Contract" and all available months will be displayed. Select one to change the contract for the row you have highlighted

**Add Strike** - With an option quote selected, hover the mouse over "Add Strike" and available strikes will be displayed. Select one to add a new quote to the grid.

**Change Strike** - With an option quote selected, hover the mouse over "Change Strike" and available strikes will be displayed. Select one to update the strike price on that row in the grid.

**Add Call (or Put)** - With an option quote selected, hover the mouse over "Add Call (or Put)" and available strikes will be displayed. Select one to add the new option quote to the grid.

**Change to Call (or Put)** - With an option quote selected, hover the mouse over "Change to Call (or Put)" and all available months will be displayed. Select one to add to the quote grid.



**Price Alarm Editor** – Gives users the ability to add a price alert for a contract by designating the price level or range in which the user would like to be alerted. If you have an alarm set, you will see the alarm icon in the far left column for that contract in your quote page.

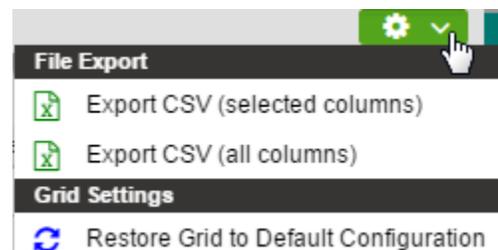
**Remove Row** - The selected quote will be deleted and all quotes below will move up one row. To remove multiple rows, highlight multiple rows and hit remove row.

**Insert Empty Row** - With one row highlighted select “Insert Empty Row” and a blank row will be added.

**Refresh** - This will refresh the entire quote screen, pulling the latest quotes from the exchanges.

### File Export and Grid Settings

- The Quote Grid export will allow users to export all or selected static data on the quote grid tab to an excel spread sheet by clicking on the gear button on quote page.
- Restore Grid to Default Configuration will remove and settings that you changed and restore it back to the default settings.



### Option Strike Matrix

Call O.Int	Call Open	Call High	Call Low	Call Chg	Call Bid	Call Ask	Call Last	Strike	Put Last	Put Bid	Put Ask	Put Chg	Put Open	Put High	Put Low	Put O.Int
1104	206	210	172	+6		300	207	9900	305	240		-26	332	342	294	895
18386	162	181	146	+4	150				368	350	460	-30	392	400	352	18321
1240	136	140	116	+2	42				134			-32	440	440	440	502
12944	113	115	95	0	40				506	214	880	-34	504	504	504	13893
2158	87	94	71	-1	42				584			-35	616	616	616	48
10682	66	75	57	-2	57				868	450	1000	-36	711	711	646	13731
6730	60	60	51	-2	24				753			-35				193
10764	45	54	40	-2	34				842	370	1300	-36	874	874	820	10791
1011	37	37	34	-3	14				933			-37				2
6911	36	36	31	-3	16				026			-37	1004	1004	1004	4736
871	30	30	24	-3	7				122			-37				9

The Option Strike Matrix displays the selected futures contract strikes' call and put market data. The window is divided vertically by the Strike Price column where the call data is on the left and the put data is on the right. To access the OSM, select Option Strike Matrix from the Tools menu bar. To add a contract, either enter the future contract and month year or click the symbol lookup icon in the upper left hand corner of the grid.

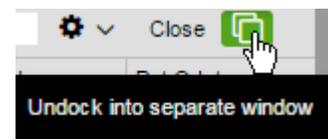
Additional column headers including theoretical / Greek values are also available through the column headers menu bar. Additionally, column headers can be rearranged by dragging and dropping the location.

The right click context menu provides further options including refresh, quick order entry, the theoretical option value calculator, and opening additional quoting features.

Auto-refresh is set on the option strike matrix to automatically refresh every 20 seconds.

The Range feature in the upper left hand scroller above the grid will allow users to change the number of strikes that load on the screen. The default is set to 25.

The Option Strike Matrix can also be floated and made independent of the Order Log by clicking the “Unlock into separate window” icon in the upper right-hand corner of the grid or by clicking on the tab itself and selecting “Open tab as new window”. This option will allow for the OSM to float or pop-out from the web browser and be moved freely between monitors. Note an additional customization is available in the Order Log Settings to always open the OSM as an external window. Please be aware the floating window will not be remembered in the layout after log-off. This setting may be available in a later release.



## Theoretical Option Value Calculator

The Theoretical Option Pricing Calculator can be used to evaluate the dynamic relationships between the value of an option and the factors which affect that value. Once you have entered the parameters of the option evaluation model, the calculator will provide a theoretical value and the option Greeks for the call or put option you are valuing. The calculator can be displayed from the context menu of either the Option Strike Matrix or Quote Page as well as from the Tools menu.

**Theoretical Option Value Calculator** ✕

Option Contract



**Calculation Parameters**

Underlying Futures Price:

Volatility:

Interest Rate (bps):

Days to Expiration (Days per Year = 365):

**Calculation Results**

Theoretical Price:

Delta:

Gamma:

Vega:

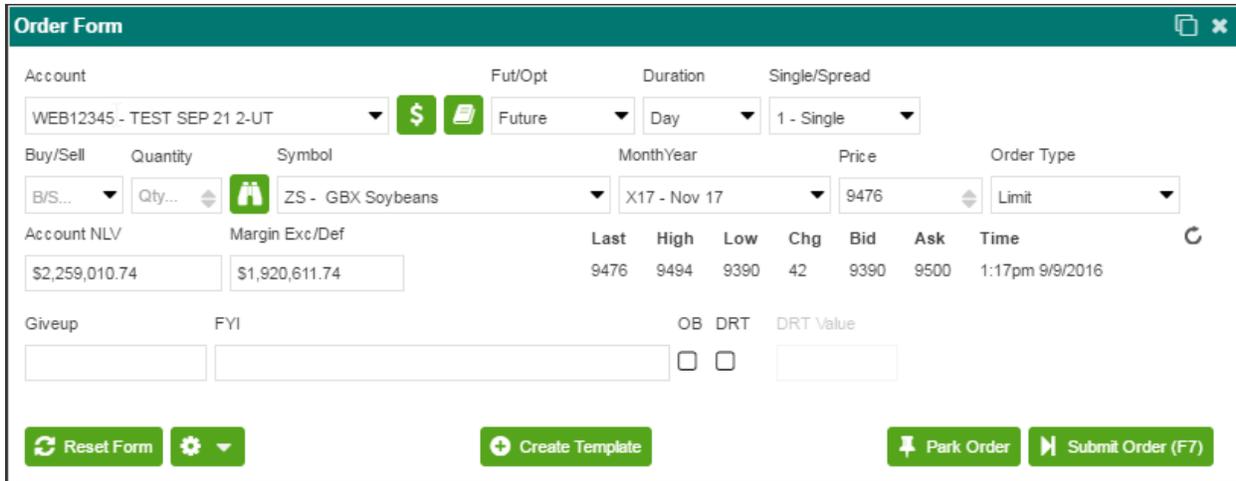
Theta:

Rho:

When opening this tool from the Order Tools menu, it comes up blank. The Option Contract can be selected by utilizing the Symbol Finder (binoculars) button or it can be manually entered by typing the contract information and clicking the Load button. The calculations are performed using the Future's Last. A custom underlying futures price can also be manually entered into this field. Currently all theoretical calculations are based upon the Black76 model. The other Calculation Parameters are entered by the system depending upon the selected contract. They may be overwritten by entering a value in the corresponding text box.

## Order Entry

The order form is accessible from many areas within the platform, and provides an easy, straightforward way to enter orders. The [MARKET BOOK](#) contains a depth of market view that allows trades to be entered quickly using the price ladder. The [OPTION STRIKE MATRIX](#) displays market data for all strikes for a specific contract. This section of the manual will reference accessing the order form, [MARKET BOOK](#) and the [OPTION STRIKE MATRIX](#) through the tool bar across the top of WebOE window.



The screenshot shows the 'Order Form' window with the following fields and values:

- Account:** WEB12345 - TEST SEP 21 2-UT
- Fut/Opt:** Future
- Duration:** Day
- Single/Spread:** 1 - Single
- Buy/Sell:** B/S...
- Quantity:** Qty...
- Symbol:** ZS - GBX Soybeans
- Month/Year:** X17 - Nov 17
- Price:** 9476
- Order Type:** Limit
- Account NLV:** \$2,259,010.74
- Margin Exc/Def:** \$1,920,611.74
- Market Data:**

Last	High	Low	Chg	Bid	Ask	Time
9476	9494	9390	42	9390	9500	1:17pm 9/9/2016
- Giveup:** (empty)
- FYI:** (empty)
- OB:**
- DRT:**
- DRT Value:** (empty)

Buttons at the bottom: Reset Form, Create Template, Park Order, Submit Order (F7).

## The Order Form

To open a new order form, click on the Order Form icon  located on the tool bar. By default an order form for a single futures day order will be created. **Note:** There are several ways to customize the order ticket under the Settings menu.

## The Entry Fields

**Account** - this field is where a user selects an account that he will be using to place an order. The account can be selected by:

- Clicking the drop down menu, and left-clicking on the account.
- Starting to type the account number, which will auto fill the account. Once the correct account is highlighted in the dropdown, click on the account number, or press the tab key.
- It can also be selected using the active account list, located on the toolbar. The account selected there will automatically be entered into the order form when a new one is created.

**Account Balances** - This button will pull up the account balances screen for the account selected.

**Account Positions** - This button will pull up the account positions screen for the account selected.

**Fut/Opt** - From this field, you can select whether the order will be a futures or option order. The default is Future. To select option, left click on the dropdown and select option. Whichever is selected will effect whether certain fields are available.

**Duration** - From this field, you can select whether the order is a day order or a GTC (Good till Cancel) order.

**Single/Spread** - This field allows you enter a spread order by selecting how many legs this order contains.

- If more than one leg is selected, new fields for **PREMIUM SIDE** and **PREMIUM** are created. These pertain to spread limit and stop orders. You can select the premium side by left clicking on the drop down menu, and selecting buy, sell or even. If you select buy or sell you will also have to enter a premium in the text box.
- Note single leg spreads are available for calendar spread order entry. This will also display the quote snapshot in for the spread.

**Buy/Sell** - This field will allow you to select whether the order is a buy or sell order.

**Quantity** - Enter the quantity of the order in this text box.

**Symbol Guide** - If you are not familiar with a products symbol, you may use the binoculars button to find it through a list of products. The products can be sorted by exchange or market. The Symbol Finder also has a Future/Option dropdown in the upper right hand corner.

**Symbol** - This field is for entering the symbol for the product. To select a symbol:

- You can start to type the product's name or description and the system will attempt to auto fill the requested product, showing you a list of symbols to choose from. Once the correct symbol is highlighted in the menu, click on it or press the tab key.

**Month/Year** - This field will allow you to select the month/year associated with the contract you've selected. The menu will show only the months available for the contract selected.

**Order Type** - Next, an order type must be selected. Note: the choices in this drop-down will change dynamically based on the permissions of the selected symbol.

**Price** - You can type the price directly into this field, or using the Snap quotes window right below the order fields, click on any of the prices in that box to fill the price field with that number. If you selected market as your order type, this field will not be available.

**Account NVL** – Displays the account net liquidating value for the active account. Can be enabled/disabled under Order Form Settings by clicking on the “gear” icon next to the Reset Form” button.

**Margin Exc/Def** – Displays the account margin excess or deficit for the active account. Can be enabled/disabled under Order Form Settings by clicking on the “gear” icon next to the Reset Form” button.

## Submitting an order

Once the necessary fields are filled out on the order screen, you have several options to choose from.

**Reset Form** - This will reset all fields to the default value.

**Order Form Settings** – By clicking on the gear icon, you have quick access to the Order Placement Settings

**Create Template** - In the process of a given day or period of time, a user may need to execute many fundamentally similar trades. To facilitate this activity, templates for orders

can be stored/recalled by the user. With an order ticket partially or fully populated, clicking CREATE TEMPLATE will pop up a SAVE ORDER TEMPLATE box prompting you to name the template. Once you name it and click save, the order forms information is saved to the Order Template Manager. The Order Template Manager can be found under the Order Form menu across the top of the screen. Keyboard shortcuts will also be created for each template you create and can be seen in parenthesis next to the name you gave the template in the Template Manager, i.e. ZSX17 (ctrl+shift+1).

**Add to Grid** – The Add to Grid button allows a user to set up multiple orders and then send them in simultaneously at a later time. You can also enter any part of an order to the grid and change it from the grid. Keep in mind that when you add orders to the grid, they have not been submitted and if you log out, the orders on the grid will be erased.

**Park Order** - This will send the order to our server and save it, but not send to the exchange. Parked orders can be seen on your Order Log screen with a status of PRK. To submit the parked order, right click on one or several parked orders in the Order Log and left click Unpark Order.

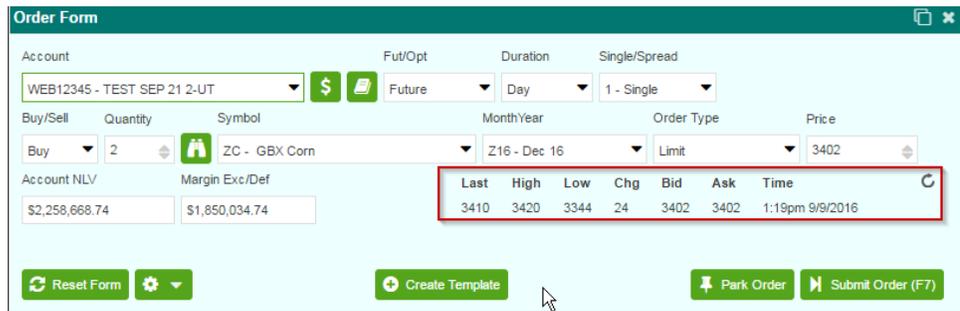


If you have multiple parked orders selected, you will see the number in parenthesis next to UNPARK ORDERS. This will send all the parked orders to the exchange at once. To cancel parked orders, click on the red X **X** in the first column next to the order or right click on the order and select Cancel Order. Parked orders will remain parked until either submitted or cancelled, even after the contract expires.

**Submit Order** - Once the order ticket is filled out, clicking submit order will bring up a SUBMIT CONFIRMATION WINDOW. This gives one more opportunity for reviewing the order before submission. If you want the order to go into the market, click the Submit button or use the F7 to send it. If you would like to cancel the order submission, click Abort. The order is not sent to the exchange until the submit button is clicked.

### Snapquotes

The Snapquotes window will give a current snapshot quote of the contract specified in the order screen. It also allows you to fill in the price box by left clicking on a price listed in the snapquotes screen. This will fill in the price field with that price.



The screenshot shows the 'Order Form' window with the following details:

- Account: WEB12345 - TEST SEP 21 2-UT
- Fut/Opt: Future
- Duration: Day
- Single/Spread: 1 - Single
- Buy/Sell: Buy
- Quantity: 2
- Symbol: ZC - GBX Corn
- Month/Year: Z16 - Dec 16
- Order Type: Limit
- Price: 3402
- Account NLLV: \$2,258,668.74
- Margin Exc/Def: \$1,850,034.74

A table of market data is displayed, with the 'Last' price of 3410 highlighted in a red box:

Last	High	Low	Chg	Bid	Ask	Time
3410	3420	3344	24	3402	3402	1:19pm 9/9/2016

Buttons at the bottom include: Reset Form, Create Template, Park Order, and Submit Order (F7).

### Template Manager

A trader who often places similar orders can use the Order Template Manager to create and save templates for easy access.

**To create an order template**, open a new order form, and fill out any information on the order form that you would like to have saved. For example, you can create a template for 1 lot GBX corn order by entering a quantity of 1 in the Quantity field, ZC – GBX CORN in the Symbol field, and clicking the Save Template button. After clicking Save Template, you will be asked to enter a name for this order template. Type a name for this template in this field and click OK.

Order Template Manager	
	Description
1	ZS for John Doe
2	ZC
3	ZSX17- Buy

**To access the order template manager**, click the Order Form drop down menu on the Tool Bar, and select Template Manager from the list. Once you have created order templates, they will be displayed here. You will see a keyboard shortcut at the bottom of the Order Form context menu for each template you created.

★	es (ctrl+shift+1)
★	6E (ctrl+shift+2)
★	corn (ctrl+shift+3)

**To use order templates:** Once an order template is created, it can be accessed in a few different ways.

- From the Order Form dropdown menu, the user can click on a template and it will automatically populate a new order with the template you saved.
- From the Order Template Manager, double click on the template name you want to use or right click on the template name and select Populate Order Form.
- For quick access, each order template is assigned a number automatically when it is created. This number is viewable in the order template manager to the left side of the template name. If you know the template number, you can quickly pull up the template by holding down the Ctrl Key and Shift Key and then typing the number associated with the template. The Ctrl/Shift shortcut code is also displayed with the templates at the bottom of the Order Form dropdown menu.

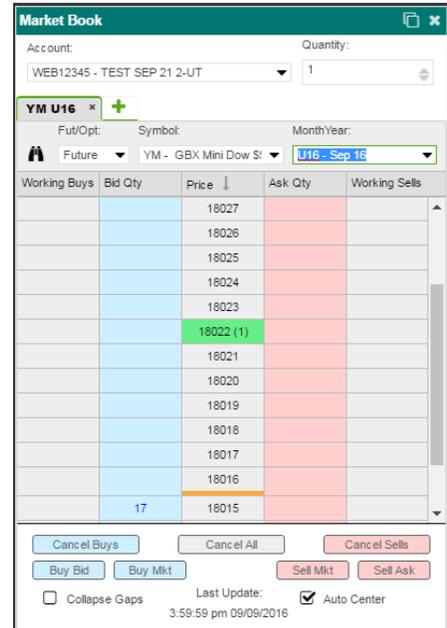
**To remove or rename a previously created template**, open the Order Template Manager, and right click on the template that you would like to remove or rename. You will see a menu that allows you to select Populate Order Form, Rename Template or Remove Template.

## The Market Book

Another tool for entering orders is the MarketBook. If you signed up for real time quotes, the Depth of Market ladder displays a real time view of the bids and offers in products tradable through WebOE. It provides the fastest way to enter an order through the platform.

The following functionality has been added to the new Market Book:

- Straight Option orders and Future Spread orders
- Working buys and working sells columns added
- Drag and drop CXL/RPL functionality added to working columns for total quantity
- Added multiple tabs
- User selectable right click order functions on bid/ask columns
- Cancel functionality on page bottom as seen or by right clicking on the Working Buys or Sells



Working Buys	Bid Qty	Price	Ask Qty	Working Sells
		18027		
		18026		
		18025		
		18024		
		18023		
		18022 (1)		
		18021		
		18020		
		18019		
		18018		
		18017		
		18016		
	17	18015		

The available fields on the MarketBook screen are listed below. These fields allow you to select the product, as well as the quantity of orders placed through this screen.

### Account

The account can be selected by:

- Clicking the drop down menu, and left-clicking on the account.
- Starting to type the account number, which will auto fill the account. Once the correct account is highlighted in the menu, click on the account number, or press the tab key.
- It can also be selected using the active account list, located on the toolbar. The account selected there will automatically be entered into the MarketBook when a new one is created.

### Quantity

Enter the size of your orders in this text box. Left Click on the box and type the numerical amount.

### FutOpt

Click the drop down menu, and left-click either Future or Option

### Symbol

To select a product or symbol:

- Click the drop down menu, and left-click on the correct product in the list.

- Begin typing the product symbol, name or description, which will autofill a selection to choose from. Once the correct symbol is highlighted in the menu, click on the product, or press the tab key.
- If you are not familiar with the correct symbol for a product, there is a symbol finder button (binoculars) which will allow you to select the correct symbol from a list.

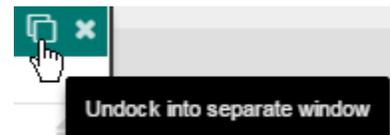
### Month/Year

The menu will show only the months available for the contract selected in the symbol field. To select a month/year, left click on the field and then left click on the month you're requesting. The screen updates automatically as soon as you've populated the required fields or when you change existing symbol or month/year.

There is also an AUTO CENTER check box on the bottom right side of the window which allows you to keep the price ladder centered on the last price. Since the Marketbook contains real-time data, the last price can quickly change, and when this check box is clicked it will keep this price in the center of the ladder pane. You can see the last Update time in the bottom center of the market book window.

Last Update:  
3:59:59 pm 09/09/2016

The Market Book can also be FLOATED and made independent of the WebOE homepage by clicking the "Unlock into separate window" icon in the upper right-hand corner of the grid. This option will allow for the market book to float or pop-out from the web browser and be moved freely between monitors. Please be aware the floating window will not be remembered in the layout after log-off. This setting will be available in a later release.



## Submitting an order from Market Book

Placing an order using the market book can be done in a number of ways.

**To place a market order**, fill out the account, symbol, month/year and quantity fields and click either the Buy MARKET BUTTON Buy Mkt or the SELL MARKET Sell Mkt button. Once you click either button, a SUBMIT CONFIRMATION window will pop up. This gives you an opportunity for reviewing the order before submission. Click the Submit Button to send the order into the Exchange or click Abort to cancel the transaction and close the order confirmation window. The order is not sent to the exchange unless the submit button is clicked.

**To place an order from the ladder**, you can right click on either the Bid Qty or the Ask Qty for available orders that can be entered. Click on the type of order you'd like to enter to bring up the SUBMIT CONFIRMATION window.

This will give you an opportunity to review the order before submission. Click the Submit Button to send the order or click Abort to cancel the transaction and close the order confirmation window.

The order is not sent to the exchange unless the submit button is clicked.

Create Stop Order At 18469

Create Limit Order

Create Market Order

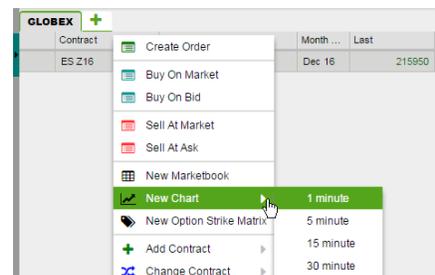
**To place a limit order using Double Click Trading**, you must first find the limit price on the price ladder. TO PLACE A BUY LIMIT ORDER, double click in the bid column on the row containing your requested limit price. To place a sell limit order, double click in the ask column on the row containing your requested limit price. You will receive a SUBMIT CONFIRMATION window. Click the Submit Button to send the order into the Exchange or click Abort to cancel the transaction and close the order confirmation window. The order is not sent to the exchange unless the submit button is clicked.

## The Chart Window

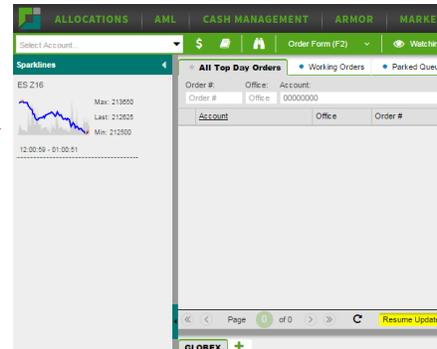
One important tool for trader is charting software. The initial version of our new charting package will allow for futures, future spreads and option charts. Additional features will be added in the months to come.

Charting through WebOE can be accessed in a number of different ways.

- In the toolbar, click on Tools and select New Chart Window.
- Using keyboard shortcut (Ctrl +Shift + C)
- Right clicking on an order in the order log, and then selecting Create New Chart.
- Right clicking on a quote in the quote grid and selecting New Chart from the drop down menu.



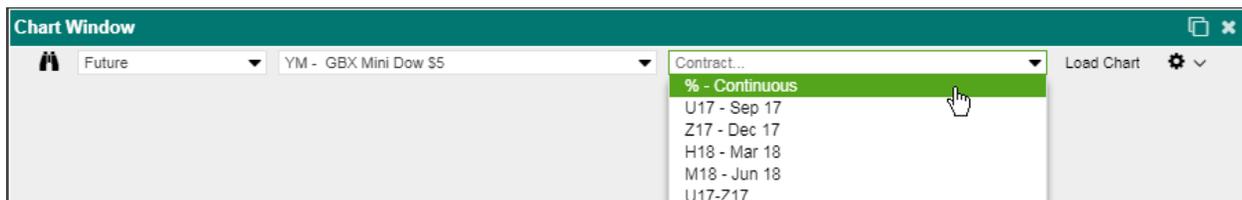
- Click on the Sparkline located on the left hand side of the screen, then double clicking on the desired chart to open a new enlarged chart window.



The Chart Window can also be **FLOATED** and made independent of the WebOE home page by clicking the “Undock into separate window” icon  in the upper right-hand corner of the grid. This option will allow for the chart window to float or pop-out from the web browser and be moved freely between monitors. Please be aware the floating window will not be remembered in the layout after log-off. This setting will be available in a later release.

## Customizing Charts

Once the chart window is opened, you will see various fields which allow you to customize the chart. To select your contract you can either use the symbol finder icon to search or manually add the contract. For **Continuous charts**, left click on the contract box, select % Continuous and click Load Chart.



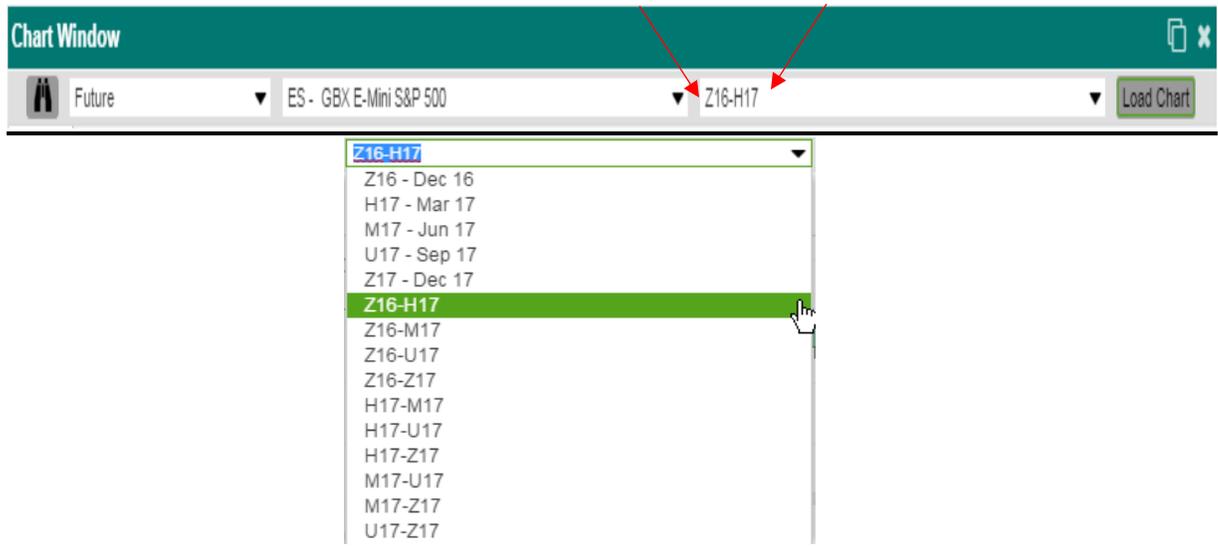
If you know the symbol or product description, you can quickly populate by first selecting future or option in the first drop down window. Then select your products by entering in the symbol or the contract description for a drop down menu of applicable products. The contract field will then allow you to select the month and year for the product. Then click Load Chart.

If you wish to look up the symbol/product, use the Symbol Finder icon  which will open a new window and will allow you to filter by either Market or Exchange.

Once you have highlighted the contract, you can either double click or click select in the bottom right hand corner to load the chart.

### Spread Charts

To view a spread chart, first select the symbol. Then, in the Contract box you will either select the spread months from the drop down box or you can type in the contract month symbols with a hyphen in between.



### Option Charts

You can access options charts the same way you would access futures charts. From the quotes board, right click on the options quote and select New Chart. Or from the **Options Strike Matrix**, locate the strike price, then right click on the Call or Put and select New Chart.

Please note: Option spread charts are not available at this time.

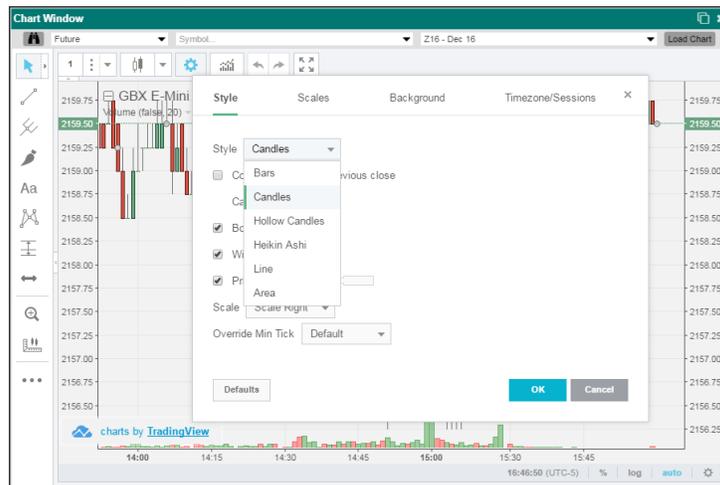


### Chart Settings

To utilize the tools across the top of the chart, first hover over the icons to see the name of the tool. Click the icon for a menu of available features.



Once the contract is selected, click the **CHART PROPERTIES** icon  to customize. Here the chart type, style, and color can be adjusted along with price scales and time settings.



### Chart Types

The **Chart Type** can also be selected within the **Chart Properties** under **Style** as shown in the screenshot above. The following page shows the types of charts available.



Bar



Line



Candlestick



Area

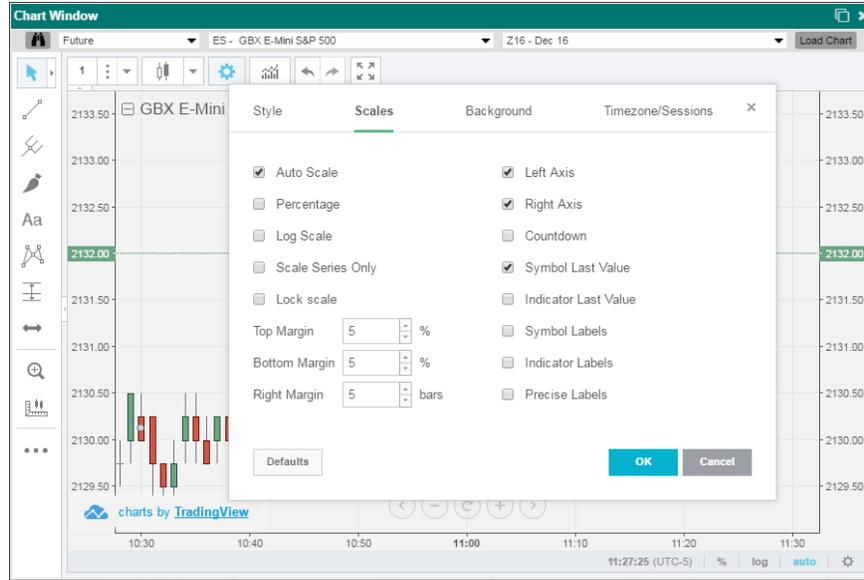


CS-Hollow

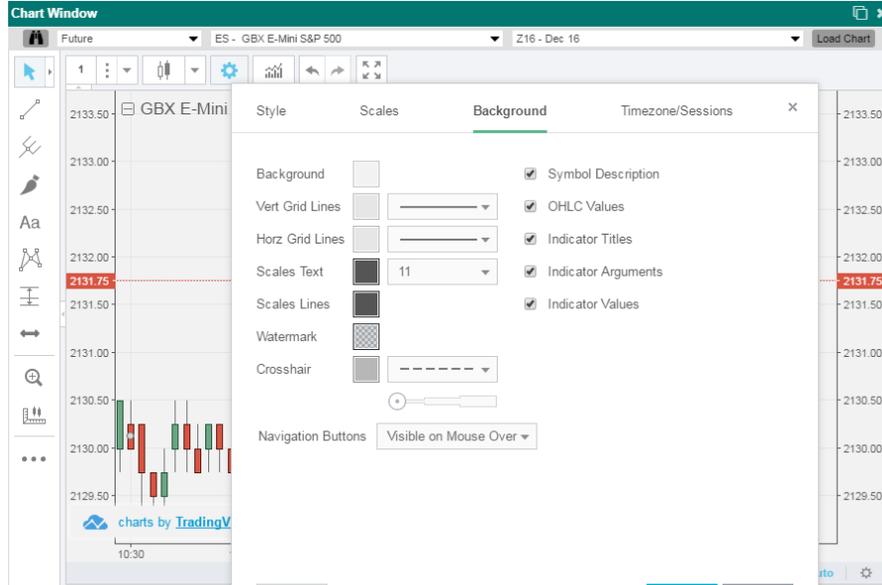


Heikin Ashi

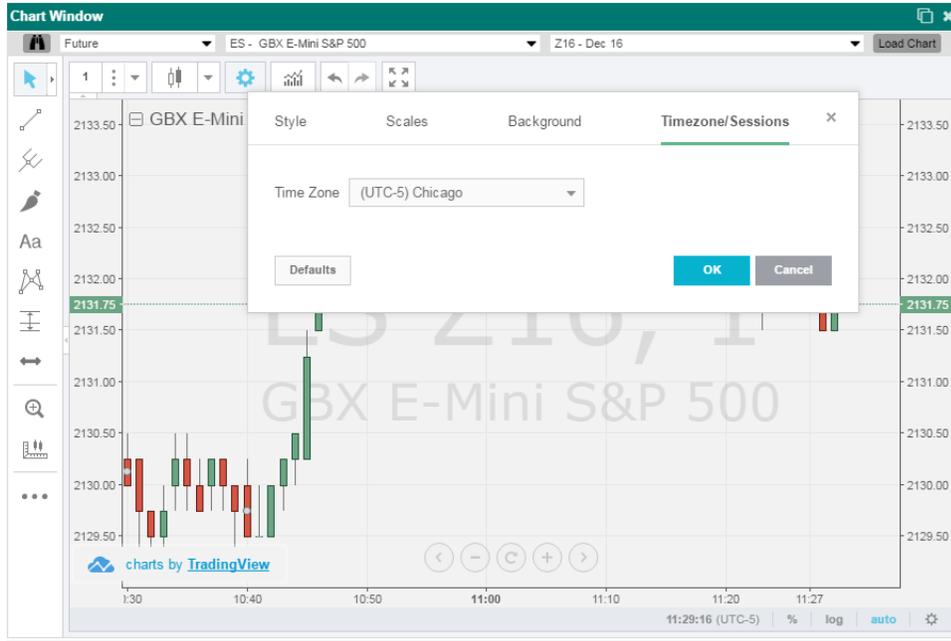
## Scales



## Background



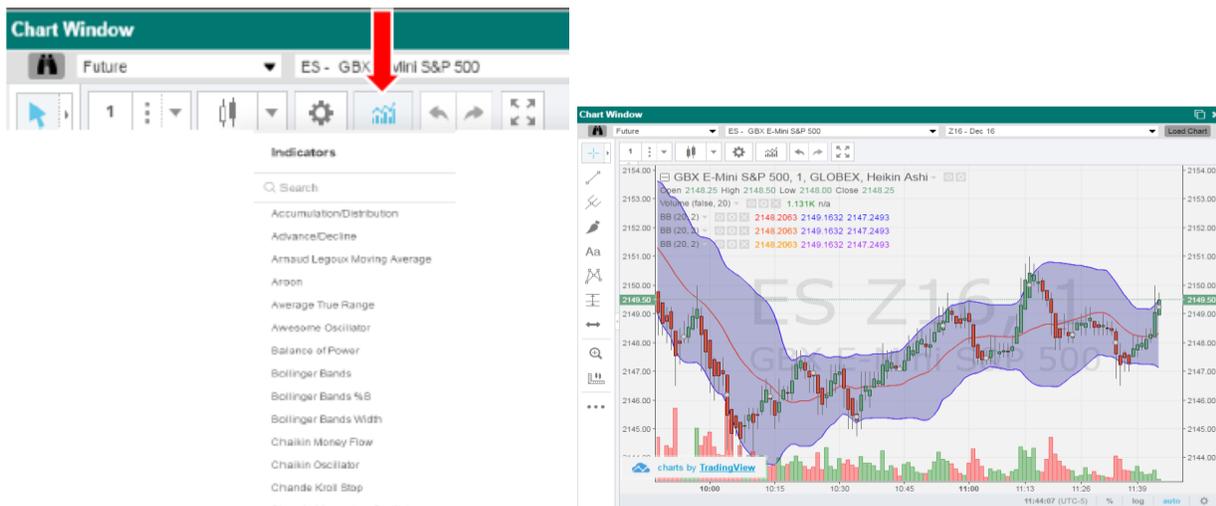
## Time zone/Sessions



## Chart Indicators

Multiple Chart Indicators such as Bollinger Bands, Moving Average and RSI are available.

Left click the chart icon to view the list of indicators. Left click the indicator you'd like included on the chart. Once the indicator is selected, the variables can be adjusted. Below is a sample of some of the indicators available. The chart shown has Bollinger Bands included.



## Drawing Tools

Many drawing tools are available on the WebOE charts. These tools can be applied to the charts and used to analyze markets and spot potential opportunities. Below is a screen print of the drawing tools icons on the left side of the chart. The next page shows an index of the available drawing tools, as well as other icons included on the WebOE charts.



**Pointer Tools** – Select the type of pointer tool to use within the chart.

**Trend Lines** – Apply Trend Lines to point out different entry/exit points.

**Pitch Fork** – Technical analysis tool

**Drawing Tools** – Different shapes can be applied to charts to point out trends.

**Text** - Add notes to charts

**Chart Patterns** – Use Patterns tool to discover developing market trends.

**Positions/Forecasting** – Used to forecast long/short positions

**Icons** – Add icons to charts

**Zoom** – Zoom in/out of charts.

**Measure** – Date/Price range

**Hidden Tools** – Lock, Hide or Remove Drawing Tools

## Drawing Tools Index



= Pointer Tools: Choose Cross, Dot, Arrow or Eraser



= Types of Trend Lines: Choose between Trend Angle, Horizontal Line, Vertical, and many more



= Types of Pitchforks: Schiff Pitchfork, Inside Pitchfork, Gann Box and more.



= Drawing tool / Shapes: Brush, Rectangle, Ellipse and more



= Text, notes and callouts



= Price Patterns: XABCD, Cypher, ABCD & Triangle Patterns



= Long/Short Positions, Forecast, Bars Pattern and Date/Price



= Icons



= Zoom In/Out of charts



= Measure date/price range and market movement.



= Hidden Tools keeps the chart in drawing mode, as well as locks/hides/removes drawing tools



= Go Back/Forward



= Full Screen



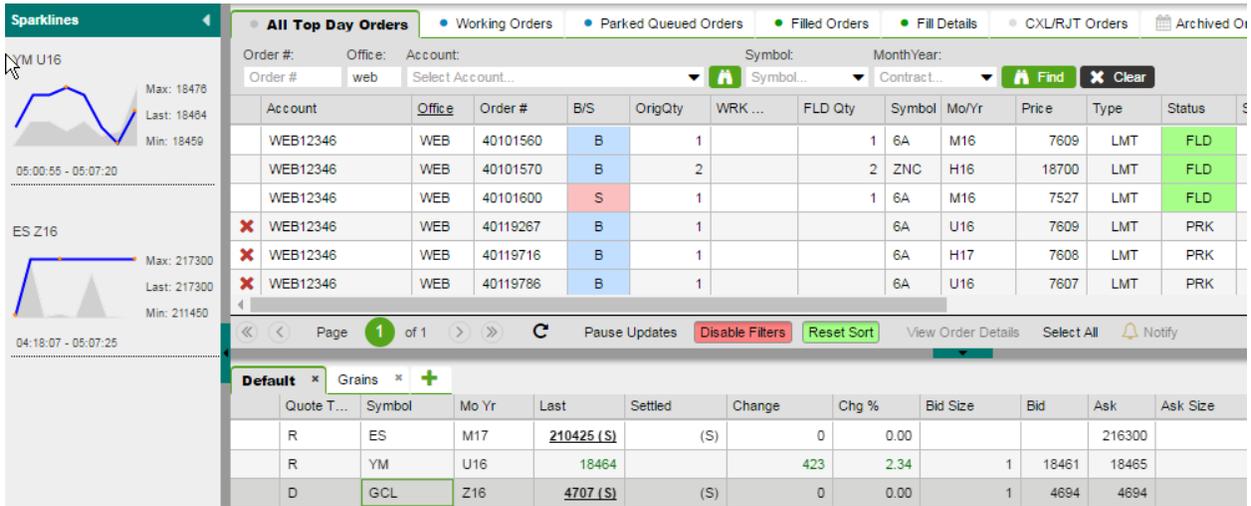
= Chart Type



= Unlock/Float chart to other screens

## Sparklines

One of the default panes available on WebOE is the Hourly Sparklines pane. This contains a small, concise and quick chart view of market data. These Sparklines are directly correlated with the quotes you have on your Quote page.

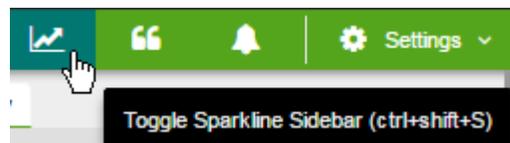


The screenshot shows the WebOE interface. On the left, the 'Sparklines' pane displays two charts: 'YM U16' and 'ES Z16'. The 'All Top Day Orders' table is visible, listing orders with columns for Account, Office, Order #, B/S, OrigQty, WRK..., FLD Qty, Symbol, Mo/Yr, Price, Type, and Status.

Account	Office	Order #	B/S	OrigQty	WRK ...	FLD Qty	Symbol	Mo/Yr	Price	Type	Status
WEB12346	WEB	40101560	B	1		1	6A	M16	7609	LMT	FLD
WEB12346	WEB	40101570	B	2		2	ZNC	H16	18700	LMT	FLD
WEB12346	WEB	40101600	S	1		1	6A	M16	7527	LMT	FLD
WEB12346	WEB	40119267	B	1			6A	U16	7609	LMT	PRK
WEB12346	WEB	40119716	B	1			6A	H17	7608	LMT	PRK
WEB12346	WEB	40119796	B	1			6A	U16	7607	LMT	PRK

**To Access the Sparklines**, you can click the Sparklines button located on the tool bar.

This will slide the sparklines pane out from the left hand side of the screen.



To add a Sparkline to the Sparkline window, just add a quote to the current quote tab. This will cause the sparkline to appear whenever that tab is selected.

## Settings

From the Settings menu, you can configure various screens in the way that is most helpful to you.

### *Select Language*

Allows users to change from default English language to Japanese, simplified Chinese, or Spanish/Latin American

### *Order Form Settings*

**Default Order Type** – allows you to set the default order type to Limit, Market, Stop or Stop Limit

**Default Duration** – allows you to set the default to Day or GTC

**Clear After Submission** - allows user to choose the information displayed in the ticket after placing an order including closing or clearing the ticket, retaining order data, account, or office, and restoring active account or default order template.

**Include Account NLV & Margin E/D** – adds two fields to the bottom of the order ticket and displays the data for the active account

**Auto-Populate Last Price** - The Price field is set to the last traded price for that contract

Tab from Account Number to Buy/Sell field

- Not checked - tabs from account number to Fut/Opt field
- Checked - tabs from Account Number to Buy/Sell field

**Reverse Symbol and Month Year fields** - Changes the layout of the fields on the order entry ticket to Buy/Sell, Quantity, MonthYear, Symbol (default is Symbol, then Month/Yr).

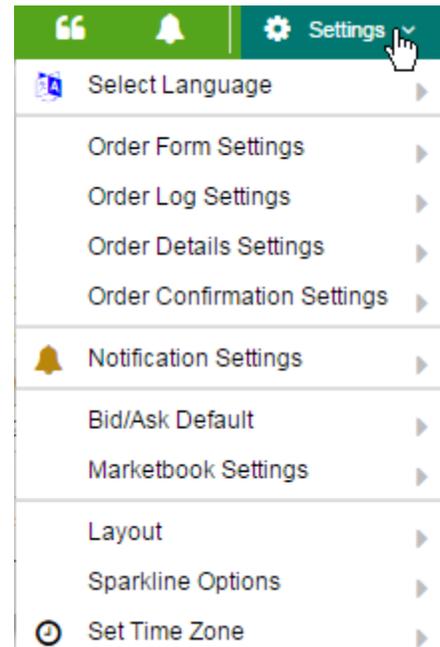
**Reverse Order Type and Price Fields** - Changes the order of these two fields.

**Show Order Detail Panel** - Extends the bottom of the order ticket to display all top day orders for the selected account. Right click menu gives the same options as on the All Top Day Orders tab.

**Open All Order Forms as External Windows** - Opens order ticket as a separate window, allowing multiple tickets to be open at the same time. You will also be able to move them out of the WebOE screen.

**Enable Extended Order Entry Fields** - Adds Giveup, DRT, FYI and OB fields to the bottom of the order ticket. These need to be permissioned by an RJO Admin.

**Enable Modal Order Forms** –Checking this box will display the order ticket in front with a grey background preventing you from interacting with the rest of the application until you enter an order or close the ticket. This only works if you do not have 'Open All Order Forms as External Windows' checked.



### Order Log Settings

**Show Quick Filter Panel** - If checked, it shows the panel right above the order log, unchecked removes it

Order #:	Office:	Account:	Symbol:	MonthYear:
Order #	Office	Select Account...	Symbol...	Contract...
			 Find	 Clear

**Open Option Strike Matrix as an External Window** – Automatically opens the option strike matrix as a separate window, allowing multiple OSM windows to be open at the same time. You will also be able to move them out of the WebOE screen.

### Order Detail Settings

**Detail Order History** – This setting displays the ActivityCode with each event in the history of the order.

**Include Full Order Chain** - This setting stacks all previous replaced orders for the original order of this thread into detail order history.

### Order Confirmation Settings

#### Confirmation Window

- Simple Confirmation- uses the standard default confirmation window
- Ticket Confirmation- uses a ticket format confirmation window

### Notification settings

**Watch Activity** - Check either All Orders or My Orders Only

**Visual Alerts** - AUTOMATICALLY EXPAND NOTIFICATION PANEL –opens the notification window in the upper right hand corner whenever an alert or announcement has been posted

#### Audio Alerts

**Play Fill Alerts** –plays a specific sound file when an order is filled

**Play Notice Alerts**- plays a specific sound file when an alert is posted

**Play Order Entry Alerts**- plays a specific sound file when an order is entered

**Play Price Alarm Alerts** –

**Play Reject Alerts**- plays a specific sound file when an order is rejected

**Play Review Alerts**- plays a specific sound file when an order needs to be reviewed (brokers only)

**Play Disconnect Alerts** – plays a specific sound file when the platform disconnects from the server

#### Application Alerts

Preference to suppress logoff popup when closing WebOE or browser

### Bid/Ask Default

This setting gives the option to make quote page defaults. If Buy on Bid, Sell at Ask is checked and you double click on a bid in the quote page, a ticket will pop up with a buy limit order with the bid price populated. If Buy on Ask, Sell at Bid is checked and you double click on a bid in the quote page, a ticket will pop up a sell limit order with the bid price populated

### Marketbook Settings

Default Quantity

Type quantity or use up/down arrows for default quantity on market book orders

Collapse Gaps

Removes (hides) any price gaps in the ladder

Auto Center

When this check box is clicked it will keep this price in the center of the ladder pane.

### Layout

QUOTEGRID ON TOP –puts the quote grid on the top half of the screen

QUOTEGRID ON BOTTOM- puts the quote grid on the bottom half of the screen

Note: The quote page can be resized by dragging the line in the center between the order grid and quote page.

0120338	B	1		YM	Z16	17928	LMT	PND		0				
>> <b>C</b> Pause Updates Disable Filters <b>Reset Sort</b> View Order Details Select All  Notify														
r	Last	Settled	Change	Chg %	Bid Size	Bid	Ask	Ask Size	Open	High	Low	Close	Last Trac	
	18483		162	0.88	29	18458	18483	3	18293	18307	18052	18321		

### Sparkline Options

HIDE EMPTY SPARKLINES

SHOW EMPTY SPARKLINES

### Set Timezone

Allows the following time zone changes within the platform:

- Hong Kong
- Chicago
- New York
- London
- UTC
- Local

## List of WebOE Keyboard Shortcuts

Create a futures order form	(Ctrl+Shift+F)
Create an option order form	(Ctrl+Shift+O)
Create New Marketbook	(Ctrl+Shift+M)
New Chart Window	(Ctrl+Shift+C)
Symbol List	(Ctrl+Shift+L)
Option Strike Matrix	(Ctrl+Shift+X)
Statements and reports	(Ctrl+Shift+R)
View Symbol Guide	(Ctrl+Shift+G)
Toggle Sparklines Sidebar	(Ctrl+Shift+S)
Open specific order template	(Ctrl+Shift+"0") where 0 = template number

## Delayed Market Data Indicators

Delayed market data indicators in WebOE have been enhanced to be more visible to users. There are four places delayed market data may appear: the Quote Grid, the Order Form, the Market Book, and the Option Strike Matrix. An example of each is shown below.

Exchange	Contract	Quote Type	Description	Month Year	Open	High	Low	Last	Last Trade Time	Ch...
ICE	<i>IKC Z16 (D)</i>	D	ICE Coffee	Dec 16	15655	16090	15530	15675	9:40:59 am	20
ICE	<i>ITF Z16 (D)</i>	D	ICE Mini RUSSELL 2000	Dec 16	124110	125460	124080	125410	9:51:09 am	1190
ICE	<i>IDX Z16 (D)</i>	D	ICE US Dollar Index	Dec 16	95455	95490	94950	95060	9:51:09 am	-605
ICE	<i>IB Z16</i>	R	ICE Brent Crude	Dec 16	4749	4833	4749	4812	9:51:09 am	83
ICE	<i>ICC Z16 (D)</i>	D	ICE Cocoa	Dec 16	2882	2934	2880	2927	9:41:05 am	50
ICE	<i>ICT Z16 (D)</i>	D	ICE Cotton	Dec 16	7149	7236	7120	7193	9:41:05 am	31
ICE	<i>ISB V16 (D)</i>	D	ICE Sugar #11	Oct 16	2230	2345	2226	2293	9:40:38 am	73

- Contract appears italicized with (D) if market data in the Quote Grid is delayed
- Last Trade Time will be at least 10 minutes delayed for delayed market data
- Quote Type column can be selected by clicking on the column header dropdown and selecting "Columns". R = Real-Time, D = Delayed

## Order Form

**Order Form**

Account: Select Account... | Fut/Opt: Future | Duration: Day | Single/Spread: 1 - Single

Buy/Sell: B/S... | Quantity: Qty... | Symbol: ICT - ICE Cotton | MonthYear: Z16 - Dec 16 | Order Type: Limit | Price: 216975

Account NLV: | Margin Exc/Def: | Last: 7193 | High: 7236 | Low: 7120 | Chg: 31 | Bid: 7192 | Ask: 7195 | Time: **9:47:14 am (D)**

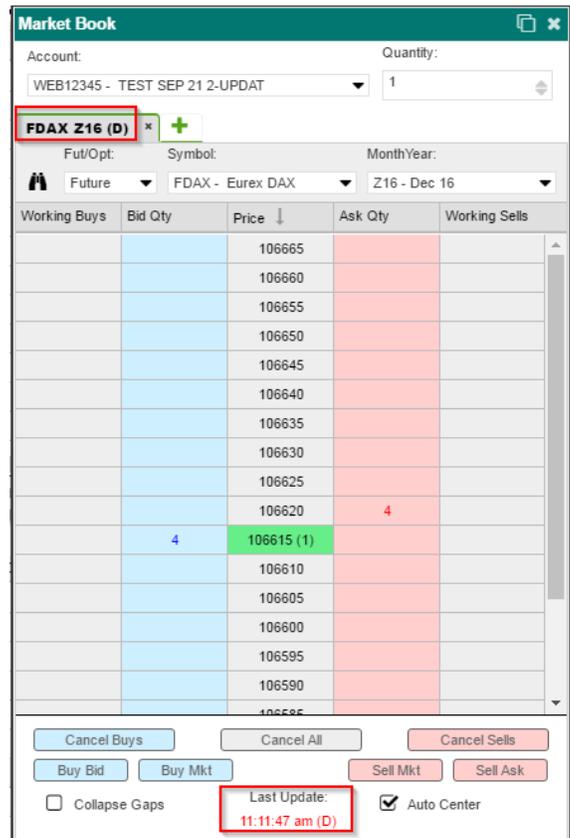
Giveup: | FYI: | OB:  | DRT:  | DRT Value: |

Buttons: Reset Form, Create Template, Park Order, Submit Order (F7)

- Time appears bolded and in red with (D) if market data in the Order Form is delayed
- Time will be at least 10 minutes delayed for delayed market data

### Market Book

- Time appears in red with (D) if market data in the Market Book is delayed
- Time will be at least 10 minutes delayed for delayed market data
- Market Book will **only display best bid / best offer** for delayed market data due to CME rules that depth is not available for consumers of delayed market data



**Market Book**

Account: WEB12345 - TEST SEP 21 2-UPDAT      Quantity: 1

**FDAX Z16 (D)** ✕ +

Fut/Opt: Future      Symbol: FDAX - Eurex DAX      Month/Year: Z16 - Dec 16

Working Buys	Bid Qty	Price ↓	Ask Qty	Working Sells
		106665		
		106660		
		106655		
		106650		
		106645		
		106640		
		106635		
		106630		
		106625		
		106620	4	
	4	106615 (1)		
		106610		
		106605		
		106600		
		106595		
		106590		
		106585		

Collapse Gaps    Last Update: 11:11:47 am (D)     Auto Center