

GETTING STARTED

Quick Reference Guide

Quoteboard The Quoteboard is a fully customizable view of electronic market quotes.

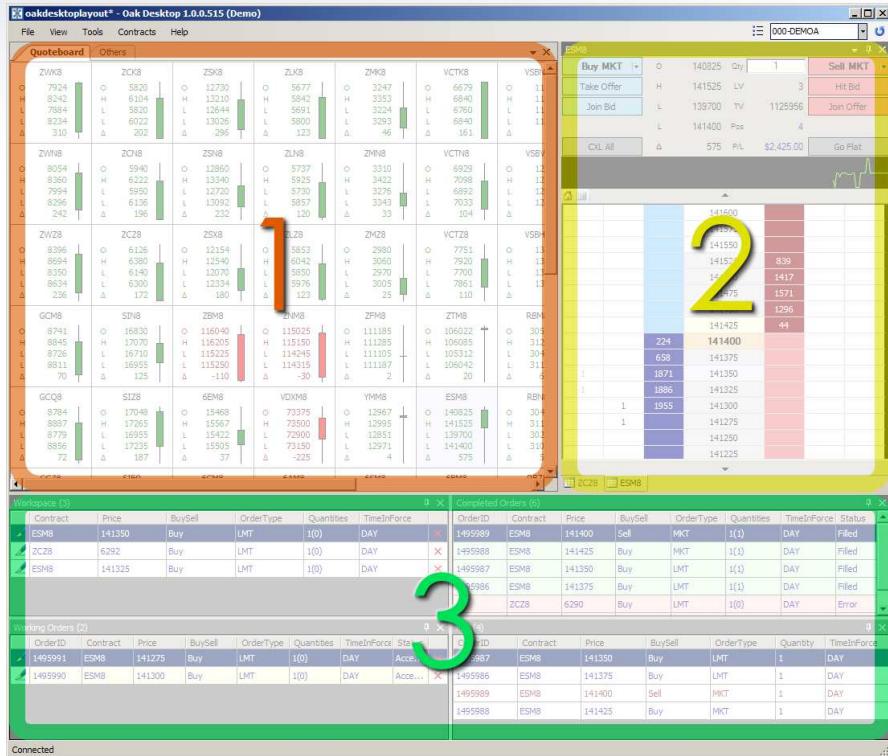
Quoteboard displays open, high, low, last and net change price with an easy-to-watch candlestick.

Add a Contract Box: right-clicking on the Quoteboard and choose *Add Contract* or double-click on an open square.

Remove a Contract Box: right-clicking on the box itself and choose *Remove*.

View Option Quotes: right-clicking on the box and choose *Option*.

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Waterfall Order Entry

The Waterfall provides full market depth with a convenient visual verification prior to order entry.

- Left click means **Buy**, right click means **Sell**.
- You can execute any supported exchange order types.
- To open a new Waterfall, double-click on a contract in the Quoteboard.
- Enter orders from the price grid or order buttons.
- Go flat button helps you to exit the market quickly.
- The orders are shown as quantity on the price row.

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Order Management This allows you to efficiently and accurately manage your orders. By opening any of these windows by selecting *View* from the main menu, you can view order history and detailed fills for up to 60 days.

Workspace

Workspace serves as a quick visual confirmation step prior to execution and dramatically decreases errors. These orders are not active and will be lost after the Oak Desktop is closed.

Parked Orders

Parked orders are the same as Workspace orders, except they are saved in the database for your convenience. Upon closing Oak Desktop your parked orders are saved for you to access.

Working Orders

Orders that have been entered for execution or partially filled.

Completed Orders

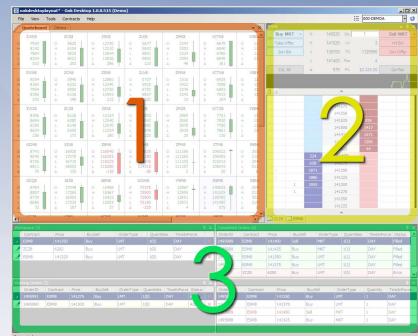
These orders are completed or cancelled.

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COMMON TASKS

1

- Edit a Contract Box:** right-clicking on the box and choose *Edit*.
- Arrange your Contract Boxes:** dragging and dropping using the left mouse button. You can even move contract boxes to different Quoteboards.
- Rename a Contract Box:** right-clicking at the box and choose *Edit*.
- Save a Quoteboard:** right-clicking on the Quoteboard and *Save*.
- Open a Quoteboard:** using the main menu, *File->Open Quoteboard*.



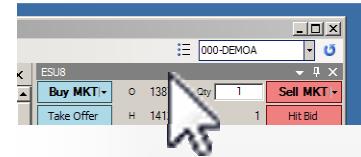
2

- Buy limit order:** left-clicking on the market bid size cell.
- Sell limit order:** right-clicking on the market offer size cell.
- Cancel an order:** double right-clicking on the order.
- Change an order price:** dragging and dropping the order to a different price level.
- Submit a Workspace order:** double left-clicking the order, or dragging and dropping it into the Buy/Sell column.
- Disable a Working order:** dragging and dropping it to the Workspace column (Hold).
- Submit an order to Market:** clicking "Submit" after clicking on the Buy/Sell buttons.
- Customize the order buttons:** right-clicking on the button panel.
- Scroll the view of the waterfall:** 1) using your mouse wheel, or 2) dragging the waterfall by the left mouse button on the price ladder, or 3) holding the middle mouse button and moving your mouse.

Window layout is fully customizable. You can change the layout to your preference.

Example: Reposition the Waterfall from the right to the left.

Step 1: Left-click on the title bar of the Waterfall window.



Step 2: Drag the window to the left. A blue shadow box should follow your drag.



Step 3: Position your mouse to the icon shown below.



Step 4: Release your mouse button and the waterfall should be docked to your left.

3

- Submit an order:** double-clicking on the order on the workspace or parked order window.
- View order details:** double-clicking on the order number in the working or completed order window.
- Edit an order:** clicking the Pen icon.
- Cancel an order:** clicking the Cross icon.
- Move or Copy orders:** right-clicking it and choose *Move / Copy*.
- Sort the Orders:** clicking on the column headers.
- Change the columns:** right-clicking on the column headers and choose *Properties*.
- Export the Orders:** right-clicking on the column headers and choose *Export*.