

East Asia Securities Company Limited 東亞證券有限公司



www.easecurities.com.hk

Enquiry email: accounts@easecurities.com.hk

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1. INTRODUCTION

This operation manual highlights the features and functions of Cybertrading – Internet Service which has been provided by East Asia Securities and is one of the major order placing channel used by our customers.

2. SYSTEM REQUIREMENTS

Hardware requirements

- Pentium grade or compatible level of personal computer (Pentium III or above is preferable)
- 512MB RAM memory (in order to run the Real-time Stock Quotes, 1GB RAM is preferable)
- Spare PCI slot (for insertion of Network card) or Spare Ethernet Port (10 BaseT)

Software requirements

- Operating System: Windows 2000 or above
- Browser: Internet Explorer version 6 or above
- Acrobat Reader for viewing PDF document

3. CAUTIONS

In order to prevent unauthorized access to your trading account, you must keep your Account Number and PIN in strict confidence. Remember to properly logout after use.



4. LOGIN

4.1 Go to our website <u>www.easecurities.com.hk</u>, the following **MAIN PAGE** will appear (figure 4.1).





4.2 Click the **ONLINE DEALING** button (figure 4.2) on the left to log in to the Online Dealing Platform.

Online Dealing
onnie bearing
Click Here

(figure 4.2)



4.3 Click the **ONLINE DEALING** button, you can see the **Login page** (figure 4.3).



(figure 4.3)

4.4 Input your account number (i.e. 10 digits) in the field of "Account No.". Remember that hyphen is not required. Then, input the PIN (i.e. 6 digits) by using the moving keypad. Click "OK" after input to log in to the Online Dealing Platform.



- For first login, you should change the initial PIN that is issued to you through email.
 - Step 1. Input the initial PIN in "Current PIN". (figure 4.5)
 - Step 2. Input the new PIN at your preference. (within 6-8 alphanumeric digits)
 - Step 3. Input the new PIN once again for confirmation and then click "OK".
 - Step 4. A message will be displayed to inform you whether the PIN is changed successfully or not. (figure 4.6)

000-111112-1	
TUTOP 245 Make 801 NNM 786	

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5. ONLINE DEALING PLATFORM

You may use the functions of Online Dealing Platform which are shown on the left. (figure 5.1)



(figure 5.1)



6. **REAL TIME QUOTE ("RTQ")**

You can get the real time quote of Hong Kong listed stock by the function of "RT Quotes – HK Markets". You may subscribe either <u>Streaming</u> RTQ Service (figure 6.1) or <u>SnapShot</u> RTQ Service (figure 6.2). For details of Streaming RTQ Service or SnapShot RTQ Service, please refer to "Streaming Real-time Quote Service Operation Manual" or "SnapShot User Guide" respectively in the "On line Tutorial" of our website.





(figure 6.1) Streaming Real-time Quote Service



🖉 East Asia Securities -- Online Dealing - Windows Internet Explorer https://www.easecurities.com.hk/servlet/ServletNavigator/servlet/ServletLogin?DEALING=N&LANG=english&CHANNEL=INET&NAVIGATOR=IE × 1 HSI 21,949.75 (-565.17) Turnover 63.99B HS Red-chip 4,520.46 (-149.79) HSCEI 11,947.64 RT Quotes -HK Markets 00023 GO BANK OF E ASIA 00023 g 5 2008 16:10PM Quote Meter Latest News 36.100 BID Day High ASK 31.800 33.200 33.250 Day Low Open 35.550 92.2K (2) 3K (2) Prev Close 36.200 0 (0) 72K (5) Order Trail Nominal 33.200 128.2K (5) 800 Change / Pct Change 🕃 3.000 / 🕃 8.287% IEP / IEV 0.000 / 0 Portfolio 53.2K (4) 0(0) LIN Volume 27.441M C 01684 02173 02298 02375 02419 02488 03649 05827 06705 07161 07788 09027 09143 09331 09332 09439 09460 09737 09786 13144 13384 13684 13754 14302 14344 14345 14400 Turnover 905.228M Price Alert Lot Size 200 0.050/0.050 Price Spread Market Capital 55468M Егро 33.650 - 61.000 52 Week Range 12.54 P/E Yield 5.00% ided by AASTOCI Information AASTOCKS.com Ltd and The Stock Exchange of Hong Kong Limited endeavor to en liability of the i ovided but do not guarantee its accuracy or reliability and a ise) for any loss or damage arising from any inaccuracies or ASTO Place New Order Stock Code ○ BUY ○ SELL Price Quantity Order Type: Enhanced Limit Order 🗸 Order Validity : Day Order 🗸 Exchange : Hong Kong Stock Exchange 🗸 🔤 Submit 📕 Clear 词 😜 Internet 🔍 100% 🔹

(figure 6.2) SnapShot Real-time Quote Service



7. LATEST NEWS

You can obtain the latest news including market information and company news announcements provided by AAStocks and DowJones Newswire (figure 7.1).





All News

08/08 14:12 MARKET TALK: Shenhua Dn 0.2%; HSBC Keeps Underweight Rtg [DJN] 08/08 14:07 DJ MARKET TALK:HSBC Rates Shenhua Underweight, Cites Policy Risks [DJN] 08/08 14:07 DJ MARKET TALK:Credit Suisse Trims Swire Pacific Target To HK\$104 [DJN] 08/08 14:04 MARKET TALK: China Quanjude Up 8.5% On Bad 1H Results [DJN] 08/08 14:02 MARKET TALK: China Jilin Forest Industry +1.5% [DJN] 08/08 14:01 DJ MARKET TALK: JPMorgan Keeps Lenovo At Neutral; Target HK\$6.10 [DJN] 08/08 14:00 MARKET TALK: Beijing Ent Likely Up On Positive 1H Pft Forecast [DJN] 08/08 13:58 *DJ Shanghai Composite Index Down 2.2% At 266?n6.55 [DJN] 08/08 13:58 *DJ Shenzhen Composite Index Down 3.0% At 768.23 [DJN] 08/08 13:53 MARKET TALK: HK Short Sales Down 36.0% Midday; HKEx Tops List [DJN] 08/08 13:51 DJ China Southern Air:Raised Surcharges On Shanghai-Taiwan Route [DJN] 08/08 13:50 *DJ Beijing Enterprises To Resume Trading At 0630 GMT [DJN] 08/08 13:49 *DJ Beijing Enterprises Reported 1H 2007 Net Profit HK\$638 Mln [DJN] 08/08 13:47 *DJ Beijing Enterprises Expects 1H Net Profit Up More Than 80% [DJN]

Page:1 2 3 4 5 6 7 8 9 10 (Next Page) 10 Pg>(Total 40 Pages)

(figure 7.1)



8. NEW ORDER



You can place both **BUY** and **SELL** orders by using the function of "New Order" by 3 simple steps. (figure 8.1)

Step 1: Input order details.

- Input the Stock Code e.g. 23
- Select either **BUY** or **SELL** instruction e.g. **BUY**
- Input Order Price e.g. \$35.55
- Input Order Quantity e.g. **1000** (maximum lot size is 3000)
- Select appropriate Order Type (please refer to "Introduction to Order Types" in our Online Tutorial.) e.g. Enhanced Limit Order
- Select Order Validity: Day Order (valid for 1 day only)

Step 2: Check the accuracy of order details and then submit the order

	Place Ne	ew Order	
Stock Code :	23	BUY	O SELL
Price :	35.55		
Quantity :	1000		
Order Type :	Enhanced Limit Order	*	
Order Validity :	Day Order 🐱	_	
Exchange :	Hong Kong Stock Exc	hange 🖌	
	🔤 Submit	📑 Clear	
	(figure)	2 1)	

(figure 8.1)



Step 3: After submitting the order, you can see the order details in the box of **Order Information**. Submit the order after checking without discrepancy. Then, the order will be forwarded to our trading system for processing.

A confirmation message (figure 8.3) with an assigned order no. will be shown for your reference. You are advised to keep this order no. for any order checking.

	Ori	der Information	
Buy/Sell :	BUA	Exchange :	Hong Kong Stock Exchange
Stock Code :	00023 BANK OF E ASIA	Board Lot :	200
A CONTRACTOR		Currency :	HKC
Quantity :	1,000	Gross Amount :	35,550.00
		Brokerage Fee :	88.86
Price :	35.550 (HKD)	Stamp Duty :	36.00
		Transaction Levy :	1.42
		Investor Compensation Levy :	0.00
Order Type :	Enhanced Limit Order	Trading Fee :	1.78
		CCASS Stock Settlement Fee :	2.00
Order Validity :	Day Order	Net Amount :	35,680.08

(figure 8.2)



(figure 8.3)



9. OPEN ORDER

Open Order

Once the new order is submitted to our trading system, you can check the status of outstanding order in "Open Order" (figure 9.1). Outstanding order means (i)the order is queuing in the market and not yet executed (or only partially executed) or (ii)the order is received in our system order book pending for processing and subsequent routing to the AMS/3 system of Stock Exchange of Hong Kong for queuing / execution. For the meaning of abbreviation under the column of "Status", you may press the hyperlink of "Status". If you cannot find the order in "Open Order", that means the order may be fully executed or rejected by our system or AMS/3 system and you should check the "Order Trail" (see Section 10) or "Message" (see Section 12) to obtain the latest order status.



You can <u>CANCEL</u> or <u>MODIFY</u> an outstanding order which is not yet fully executed by pressing or to the left of the Order Number.



10. **ORDER TRAIL**



You can obtain a complete historical record of all your transactions within 90 days (figure 10.1).

- Select Period •
- Enter Stock Code
- Select sorting format either by "Order No." by "Date" •
- Click "**Search**" for viewing the result (figure 10.2) •

Order Trail
Period : 90 Days (including current day) Stock Code : (Optional) Sort by : Order No O Date
🥮 Search 🔍 Clear
(figure 10.1)

(figure	10.1)
---------	-------

Order Trail					
Order No: 9582966	Buy/Sell: BUY	Stock Name: 00023 <mark>Orde</mark> Limit	r Type : Enhanced Order	Valid.: DAY	Exch.: HKG
Time	Actio	<u>n</u> Price	Quantity		<u>Status</u>
24 Jun 2008 03:13:16 GMT	r add	42.300	200		WA
24 Jun 2008 03:16:53 GMT	Г APP				NEW
24 Jun 2008 03:16:53 GMT	r dis				RD
24 Jun 2008 03:16:53 GMT	r que				Q
24 Jun 2008 03:16:53 GMT	Г IXE	42.300	200		FEX

(figure 10.2)

For the meaning of abbreviation under the column of "Action" and "Status", you may press the hyperlink of "Action" and "Status" respectively.



11. PORTFOLIO

Portfolio

By using this function, you can check the stock holding of your trading account (figure 11.1) and sell the stock directly by simply clicking the box stock name. Then, follow the instruction for placing New Order in Section 8.



(figure 11.1)

12. MESSAGES



Confirmation message (figure 12.1) is sent to you under below situations:

- Placed Order Confirmation
- Queued Order Confirmation
- Executed Order Confirmation
- Cancelled Order Confirmation
- Modified Order Confirmation
- Price Alert Message
- Changed A/C Details Confirmation
- Rejected Order Confirmation

Messages			
Time	Message		
🔄 24 Jun 2008 06:35:08 GMT	Transaction Confirmed by East Asia Securities Company Limited A/C : 000- 111144-0 Order No : 9584377 Date : 24 Jun 2008 06:35:08 GMT (HK Time : 24/06/2008 14:35:08) Your Order (Order No: 9584377) to BUY 200 shares of BANK OF E ASIA (Stock: 00023) at Price HKD42.600 [200 shares at the price HKD42.600 are Executed] TRANSACTIONS DETAILS FOR ORDER EXECUTED TODAY: The gross amount is HKD 8,520.00 The brokerage fee is HKD 80.00 The stamp duty is HKD 9.00 The transaction levy is HKD 0.34 The investor compensation levy is HKD 0.00 The trading fee is HKD 0.43 The CCASS stock settlement fee is HKD 2.00 The net amount is HKD 8,611.77 Remarks: The above charges calculation is for reference only, please refer to the Daily Consolidated Statement regarding the exact costs.		
24 Jun 2008 06:35:08 GMT	A/C: 000-111144-0 Order No: 9584377 Date: 24 Jun 2008 06:35:08 GMT (HK Time: 24/06/2008 14:35:08) East Asia Securities Company Limited confirmed that your order (Order No: 9584377) to BUY 200 shares of BANK OF E ASIA (Stock: 00023) at Price HKD42.600 has been input into the AMS system of Stock Exchange of Hong Kong and requires queuing. We will provide you with further confirmation by e-mail of the full or partial execution of the order in due course.		
🗌 24 Jun 2008 06:34:52 GMT	A/C: 000-111144-0 Order No: 9584377 Date: 24 Jun 2008 06:34:52 GMT (HK Time: 24/06/2008 14:34:52) East Asia Securities Company Limited acknowledges receipt of your order (Order No: 9584377) to BUY 200 shares of BANK OF E ASIA (Stock: 00023) at Price HKD42.600 When your order has been placed in the market, we will provide you with further e-mail confirmation/messages in the MESSAGE BOX under your securities account.		
	(figure 12.1)		

Enquiry email: accounts@easecurities.com.hk



13. ACCOUNT DETAILS

Account Details

You could change your account details and password by using this function (figure 13.1).

a. Change correspondence address, telephone number and email address

You could update your personal information by filling in the appropriate boxes. Then click **Submit** button.

	Items marked	with * must be er
ount No : 000-111144-0	To change y	our password, click
SONAL DATA		
Name of Client (English) :	- EAS MARGIN DEMO A/C	
(Please use English) Mailing Address :	9/F 10 DES VOEUX RD	*
	CENTRAL HK	
(Please use English) Residential Address :	9/F 10 DES VOEUX RD	
Phone Number(s) :		*
Fax. No. :		
Email :		*

(figure 13.1)



b. Change Account Password

You can change the password by clicking <u>here</u> at the top right corner of "Change Account Details". The page will be displayed (figure 13.2).

Items marked with * must be entered To change your password, click <u>here</u>

- Input your current password into the field **Current PIN**
- Input the new password into the field New PIN
- Retype the new password in the field **New PIN (Confirm)**
- Click **OK** to confirm the change request

	Change Password
Account number :	000-111112-1
Current PIN:	
New PIN:	
New PIN (Confirm):	
Preservitek the "Moring ba elect to the surroundings be QWERT ASPFG ZXCV	tender Reyson" Whee to input PN and be fore inputting PN for avoiding PN leakage. HJKL 601 BNM 798 Even 2
ок	Clear Exit

(figure 13.2)

A message box (figure 13.3) will be displayed after password change.

Microso	t Internet Explorer	×
⚠	Password is changed such	cessiully
	ΟΚ	

(figure 13.3)

**For security, you are advised to change your password periodically.

Enquiry email: accounts@easecurities.com.hk



14. PRICE ALERT



For the ease of tracking to the price movement of selected stocks, you may use the "Price Alert" function. The alert will be sent to you via email. (figure 14.1).

			Pric	e Alert				
imail Address Stock Code Mert Type	abc@email.com	Save]	5	ave				
Stock Code	Stock Name	Alert Type		Alert Value	Valid Until	<u>Status</u>		
00023	BANK OF E ASIA	%Price Change		-4.000%	2011-08-12	Alerted		
00023	BANK OF E ASIA	%Price Change		+4.000%	2011-08-12	Alerted		
00023	BANK OF E ASIA	Price Change		-5.000	2011-08-12	Monitoring	Edit	Delete
00023	BANK OF E ASIA	Price Change		+5.000	2011-08-12	Monitoring	Edit	Delete
00023	BANK OF E ASIA	Ask	24	33,000	2011-08-12	Monitoring	Edit	Delete
00023	BANK OF E ASIA	Bid	-	25.000	2011-08-12	Monitoring	Edit	Delete
00005	HSBC HOLDINGS	Volume	>=	30Million	2011-08-12	Monitoring	Edit	Delete
00005	HSBC HOLDINGS	%Price Change		-4.000%	2011-08-12	Alerted		-
00005	HSBC HOLDINGS	%Price Change		+4.000%	2011-08-12	Monitoring	Edit	Delete
00005	HSBC HOLDINGS	Price Change		-5.000	2011-08-12	Monitoring	Edit	Delete
00005	HERC HOLDBICS	Drine Change		5.000	2011 02 12	Handarian	Ede	Delete

(figure 14.1)

- Enter your designated email address for receiving the Price Alert, click Save
- Enter the Stock Code, Alert Type and Alert Price, click Save

Email Address	abc@email.com		Save	
Stock Code				
Alert Type	Bid	✓ <= ∨		Save

Alert Type Descriptions:

Bid	~	<=	~	The bid price is lower than or equal to the set price
Ask	~	>=	~	The ask price is greater than or equal to the set price
Price Change	~	+/-	~	The nominal price is risen above or dropped below the set price changed
%Price Change	e 💌	+/-	~	The nominal price is risen above or dropped below the set price changed in percentage
Volume	~	>=	\sim	The quantity of shares traded is greater than or equal to the set volume

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In addition to the above alert types, the value of "+" and "-" are also provided for selection individually. Please note that two monitoring records will be created if you choose the value of "+/-".

Stock Code	Stock Name	Alert Type		Alert Value	Valid Until	Status		
00023	BANK OF E ASIA	%Price Change		-4.000%	2011-08-12	Alerted		
00023	BANK OF E ASIA	%Price Change		+4.000%	2011-08-12	Alerted		
00023	BANK OF E ASIA	Price Change		-5.000	2011-08-12	Monitoring	Edit	Delete
00023	BANK OF E ASIA	Price Change		+5.000	2011-08-12	Monitoring	Edit	Delete
00023	BANK OF E ASIA	Ask	38	33.000	2011-08-12	Monitoring	Edit	Delete
00023	BANK OF E ASIA	Bid		25.000	2011-08-12	Monitoring	Edit	Delete

⁽figure 14.2)

Once you submit the Price Alert, you can see the overall records in the table (figure 14.2).

When the submitted Price Alert records match up with the market conditions, Price Alert in email format will be sent to your saved email address and the "Status" of the related record in the table will be changed from "Monitoring" to "Alerted".

If you want to edit the Price Alert, you may click the "Edit" button next to the record and the details will be shown in the Price Alert setting interface for editing. After you have edited the record, please click "Save" button and the related record will then be updated in the table.

If you want to cancel the Price Alert, you can simply click the "Delete" button next to the record for cancellation.

Please note:

- 1. The effective period of all monitoring and alerted records will be set in 10 calendar days. All monitoring and alerted records will be deleted after 10 calendar days from the date of setup.
- 2. Up to 20 monitoring records can be setup at the same time.
- 3. Price alert service will not cover the auction session of Pre-opening session.
- 4. For each stock, it is not allowed to set more than one option for each alert type.



15. FEE CALCULATOR



It is a convenient tool for you to calculate the preliminary costs and gross amount payable (for a buy order) or net amount receivable (for a sell order) of your order to be placed (figure 15.1).

Stock Code :	BUY	O SELL
Price :		
Quantity :		
Gross Amount :		
Stamp Duty :		
Transaction Levy :		
Investor Compensation Levy :		
Brokerage Fee :		
Trading Fee :		
CCASS Stock Settlement Fee :		
Net Amount :		
🖸 ca	ulato	
- La	uate dear	

(figure 15.1)

For calculation, you should input relevant data (figure 15.2),

- Enter the Stock Code
- Select either "Buy" or "Sell"
- Enter the Order Price
- Enter the Order Quantity
- Click Calculate

⊙ BUY ○ SELL
Clear refer to Daily Consolidated Statement for the ex

Enquiry email: accounts@easecurities.com.hk



Then, the required information will be calculated for your reference (figure 15.3)



(N.B. The information shown is for reference only, you may refer to the Daily Consolidated Statement for the exact costs.)



16. EIPO



Our Cybertrading – eIPO Service provides you with a direct and convenient way for Initial Public Offering ("IPO") application. You can apply for IPO electronically by this EIPO function (figure 16.1).

C East Asia Secur	ities Online Dealing - Windows Inter	et Explorer	
ttps://www.eases	urities.com.hk/servlet/ServletNavigator/servlet/	ervietLogin?DEALING=N8LANG=english&OHANNEL=INET8NAVJGATOR=	r 🛛 🖌 🔒
https://www.aaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaaa	Itis 22731.01. Itis 22731.01. Div High 52 Dev Low 51 Open 52 Prev Close 51 Normani 61 Change 5 - 10 Volume 2:3 Tunover 12 Aug Price 52 Itinover 12 Itinover 12 Aug Price 52 Itinover 12 Itinover 12 I	International Colspan="2">International Colspan="2" 55 1 <t< td=""><td>Image: status Image: status ASK Queue Image: status ASK Queue Image: status ASK Queue Image: status Image: status Image: status</td></t<>	Image: status Image: status ASK Queue Image: status ASK Queue Image: status ASK Queue Image: status Image: status Image: status
Done			🕞 😜 Internet 🔍 100% 🔹

(figure 16.1)



17. e-Statement

e -Statement

Our CyberTrading – e-Statement Service lets you view and print the Daily Consolidated Statement and Monthly Account Statement of your securities trading account up to last 90 days and last 12 months respectively.

				HSI	23023	.01	10.000	(-0.03%) Turn (38.18 CE) (2572.12) 13.76 (-0.11%) Martin grades and a second se
				Day Hig Day Loi Open Prev Cl Jomina Change Change	211 W 05.0 M 05 05 05	44.4 43.3 44.4 43.4 43.4 -0.9 -2.0	00 00 00 500 3%	IBD ASK IBANK OF E ASIA D0022 42.450 43.500 BID Glovele ASK Glucos ASK Glucos 22.587 11.583 21.696 2077 21.533 2198 G 805 21.448 3.847 21.2584 51.500 5360 1.8408 8127 8695 72.84 21.448 3.847 21.2584 51.500 5282 2072 1.533 7198 G 805 72.95 51.44 21.448 1.644 61.554 5282 2027 1.349 8155 6607 11.95 52.94 52.44 1.644 61.554 52.55 72.95 52.85 52.44 21.448
				Furnow kvg Pric EP / IE Lot Stat Spread S2wk H S2wk L	er te v tight ow	200 89.1 43.5 200 0.05 61.0 33.6	740 95M 740 0/0.050	Transaction Log 2084 3265 3 5360 7188 3456 6 0170 15:24 11.2K 43.500 A 9049 5298 2329 9028 7199 17267 46 B 15:24 400 43.500 A 9049 5298 2329 9028 7199 17267 46 B 15:23 7400 43.450 B 7269 3342 239 6825 3456 9068 3345 0529 M 15:23 1800(Y) 43.450 B 7269 3342 239 6825 3456 9068 3345 0529 M 15:23 6400 43.500 6496 9026 7216 2328 4085 244 7859 M 15:23 1800(Y) 43.450 B 7269 3342 289 6825 3456 9068 3345 0529 M 15:23 6400 43.500 6496 9026 7212 2328 4085 244 7859 M 15:24 Link 2364 2369 6808 2329 7166 5344 4839 344 359 M
				NE Rat	50	16.4	31	ortak offere 020/4C 021/3C 021/4C 021/4C 02204 021/3C www.aastocks.com
	1	1 🗸	Janu	ary	•	1	-	Aug 2013
	\$	м	т	W	т	F	S	
18						1	2	
18	3	-	12	13	1	0	10	
	17	18	10	20	21	22	23	
18		10	19	20	28	29	30	
	24	25	285		10.00	6.2	100	
	24	25	26	21				

(figure 17.1)



18. CONTACT US



You can find the telephone number and the email address to contact us (figure 18.1).

Contact Us							
Account Opening	(852) 3608 8021	accounts@easecurities.com.hk					
Dealing	(852) 2308 8200	dealing@easecurities.com.hk					
Nominee Services	(852) 3608 8080	nominees@easecurities.com.hk					
Settlement	(852) 3608 8081	settlement@easecurities.com.hk					
Technical Support	(852) 3608 8068	info@easecurities.com.hk					

(figure 18.1)



19. LOGOUT



For security, you are advised to properly logout from the system after use. Just click the LOGOUT button, a message box (figure 19.1) will be displayed for your confirmation. Then, click OK to log out.

Microsof	t Internet E	xplorer	×
?	Are you su	re you want to l	logout?
	OK	Cancel	
	(figure	: 19.1)	

(N.B. For security, the session will be terminated automatically if no response for 45 minutes)