

POEMS MERCURY Your Edge.





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HOW TO CUSTOMISE THE PLATFORM

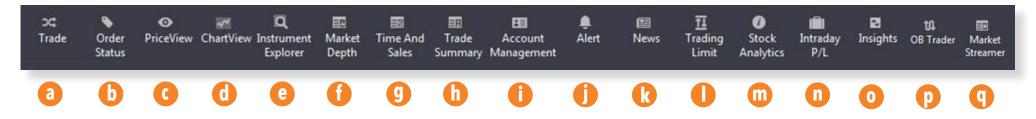
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OVERVIEW

Main Navigation Toolbar

Access all POEMS Mercury features and tools, edit workspaces and set preferences



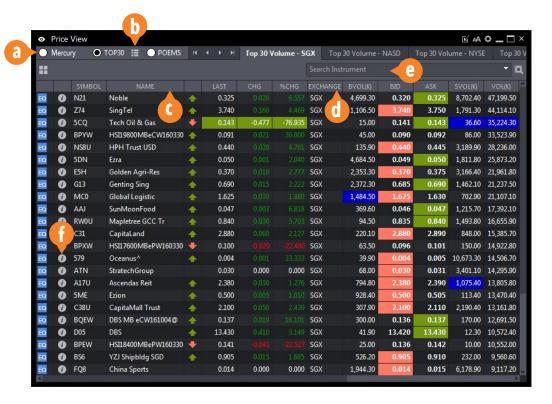
- a. Open the trade ticket to place buy/sell orders
- **b.** View the real time status of all types of orders carried out on the same trading day or past orders
- c. View price data for all counters on Top 30 lists or Watchlists
- d. Open single or multiple charts in a single window
- e. Search for any counter from all available markets and add to a watchlist, place a trade, etc
- f. View a total list of the available buy/sell prices in the queue
- g. View time and sales data of specific counters
- **h.** View stock movement in terms of volume traded at various price levels
- i. Review your account and other related information

- j. Set Price Alerts according to your defined criteria
- **k.** Get real-time market news or search for counter-specific news updates
- I. View available buy/sell limits and funds balance
- **m.** Get insights to listed companies' fundamental, valuations and operating performance
- n. View your realised/unrealised trades for the current trading day
- o. Access latest research reports from the Phillip Research team
- p. Submit trades through Market Depth with a single click
- **q.** Monitor Time and Sales transactions aggregated across the exchange as well as Intraday High/Low

Price View and Watchlists | Chart View | Market Depth | Time and Sales | Trade Summary | News and Stock Analytics | Alerts | Market Streamer | Insights

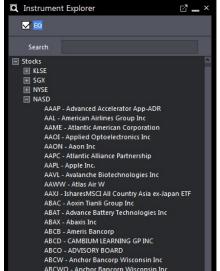
Price View and Watchlists

View real-time price data for all counters on Top 30 lists or Watchlists



- a. Select Watchlist group (Mercury, Top 30, POEMS 2.0 imported Watchlists)
- b. Dropdown menu to select Top 30 list by criteria
- c. Right-click to add/remove column fields
- d. Click and hold to rearrange columns
- e. Search for any counter and click to add to exisiting watchlist
- f. Stock Analytics for respective counter





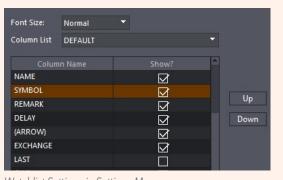
Instrument Explorer

3 Ways to Add Counters to your Watchlists

- **1.** Right-click on counter in Price View and 'Add To Watchlist'. You can also hold shift to select multiple counters and add to watchlist at once
- **2.** Drag any counter from Instrument Explorer into an open Watchlist. Once again, hold shift to select and drag multiple counters at once.
- **3.** Search for any counter in the 'Search Instrument' bar and click to add to exisiting watchlist.

Watchlist General Settings

Font size - Set default font size: Normal, Medium or Large Columns list - Set default column arranagement and attributes



Watchlist Settings in Settings Menu

Price View and Watchlists | Chart View | Market Depth | Time and Sales | Trade Summary | News and Stock Analytics | Alerts | Market Streamer | Insigh

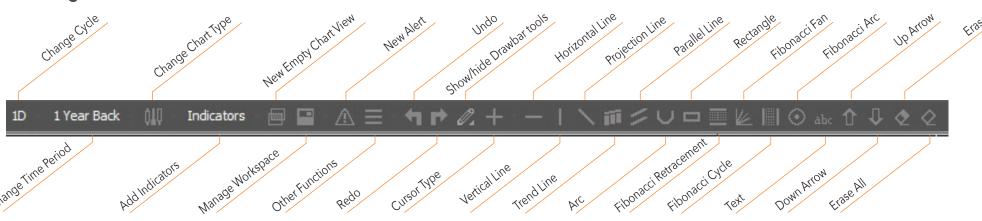
Chart View

Open single or multiple charts in a single window

- **a.** Search for any instrument and select to show chart
- b. Change cycle
- c. Change time period
- d. Change chart type
- e. Add indicators
- f. Show/hide drawbar tools
- g. Counter name and indicator details
- h. Legend and stock details
- i. Additional indicators



Drawing Tools



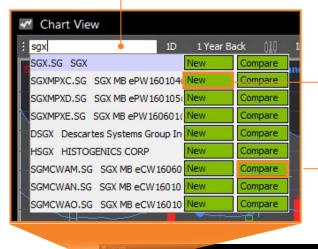
Price View and Watchlists | Chart View | Market Depth | Time and Sales | Trade Summary | News and Stock Analytics | Alerts | Market Streamer | Insights

Chart View

Open single or multiple charts in a single window

Search to add/compare different charts

Type in to search for any counter and dropdown menu will appear for search results



 Click on **New** to add a chart of the selected counter in the exisiting Chart View window



Click on **Compare** to add a counter into the exitsting chart for comparison.



Price View and Watchlists | Chart View | Market Depth | Time and Sales | Trade Summary | News and Stock Analytics | Alerts | Market Streamer | Insight

Market Depth

View a total list of the available SGX/HKEx buy/sell prices in the queue

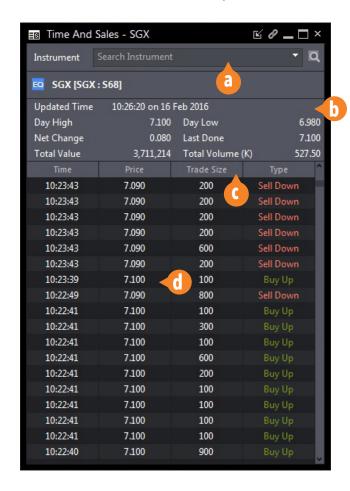
- a. Search for any SGX/ HKEx counter to bring up its Market Depth*. You can also drag the counter from Price View / Instrument Explorer to Market Depth
- **b.** Right click to select/de-select attributes
- **c.** Click and hold to rearrange columns
- **d.** Double-click on the BUY or SELL price to open a new Trade Ticket with the selected price

Instrument SGX [SGX:S68] BVOL BUY	3 SELL	Ç	* K	מ
The state of the s	SELL			
BVOL BUY	SELL			
			SVOL	^
22,700 7	.110	7.120	2,700	
29,200 7	.100	7.130	66,200	
13,900 7	.090	7.140	42,400	
3,300 7	.080	7.150	29,300	
10,500 7	.070	7.160	46,900	
700 7	.020	7.170	1,300	
3,000 7	.000	7.180	6,500	
2,000 6		7.190	14,500	
17,200 6	.980	7.200	19,400	
40,000 6	.970	7.220	14,900	
5,000 6	.960	7.230	17,000	
8,100 6	.950	7.250	6,500	
1,100 6	.930	7.260	500	
3,500 6	.920	7.270	42,600	
1,500 6	.910	7.300	100	
3,100 6	.900	7.320	42,900	
1,000 6	.880	7.420	1,000	
3,500 6	.870	7.600	12,000	
8,000 6	.860	7.690	5,000	~

* SGX Market Depth and Hong Kong Exchange Live Price subscriptions are required for the respective markets

Time and Sales

View time and sales data of specific counters



- a. Search for any counter to bring up its Time and Sales, you can also drag the counter from Price View / Instrument Explorer to Time and Sales
- **b.** Selected counter's daily trade summary / information
- **c.** Click and hold to rearrange columns
- d. Double-click the price to open a new Trade Ticket with the selected price

Price View and Watchlists | Chart View | Market Depth | Time and Sales | Trade Summary | News and Stock Analytics | Alerts | Market Streamer | Insights

Trade Summary

This summary shows the stock movement in terms of volume traded at different price levels

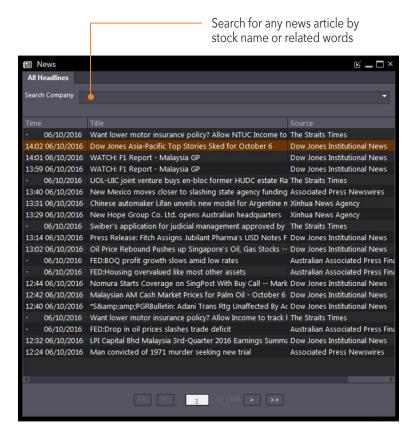
- **a.** Search for any SGX counter to bring up its Trade Summary. You can also drag the counter from Price View / Instrument Explorer to Trade Summary
- **b.** Counter Trade Statistics
- c. Volume and Price visualised in bar graph
- **d.** Double-click on the price to open a new Trade Ticket with the selected price



Price View and Watchlists | Chart View | Market Depth | Time and Sales | Trade Summary | News and Stock Analytics | Alerts | Market Streamer | Insights

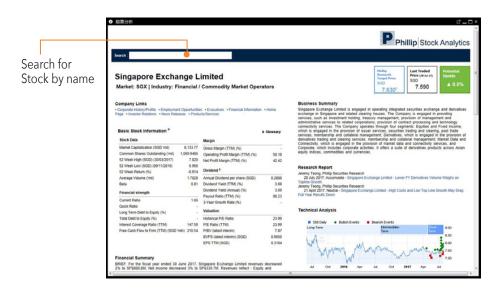
News

Access market news from around the world with Factiva

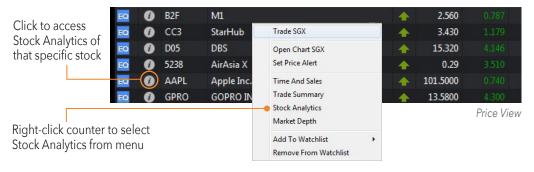


Stock Analytics

Phillip Stock Analytics gives you insights to listed companies' fundamental, valuations and operating performance



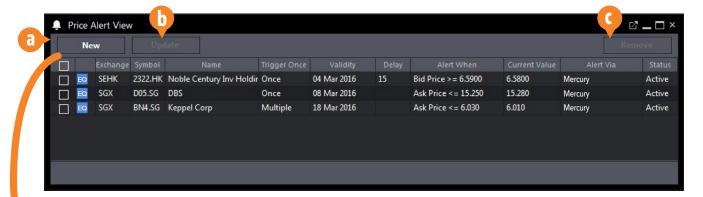
Access Stock Analytics from Price View / Watchlists



Price View and Watchlists | Chart View | Market Depth | Time and Sales | Trade Summary | News and Stock Analytics | Alerts | Market Streamer | Insights

Alerts

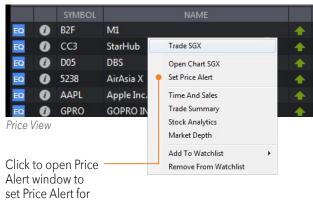
Set Price Alerts according to your defined criteria



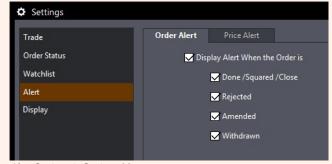
- a. Click to add new Price Alert
- b. Update settings of existing Price Alerts
- c. Remove exisiting Price Alerts
- d. Search for counter by name or symbol
- to bring up selected counter's details



Set Price Alert from Watchlist



Order and Price Alert General Settings



Alert Settings in Settings Menu

Order Alert - Set which order status(s) would display alerts: Done, Rejected, Amended, Withdrawn

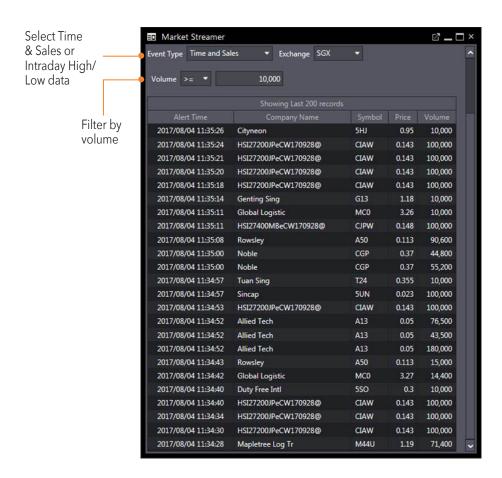
Price Alert - Set which price alert status(s) to be displayed in Price Alert View: ALL, Triggered, Active, Expired

selected counter

Price View and Watchlists | Chart View | Market Depth | Time and Sales | Trade Summary | News and Stock Analytics | Alerts | Market Streamer | Insights

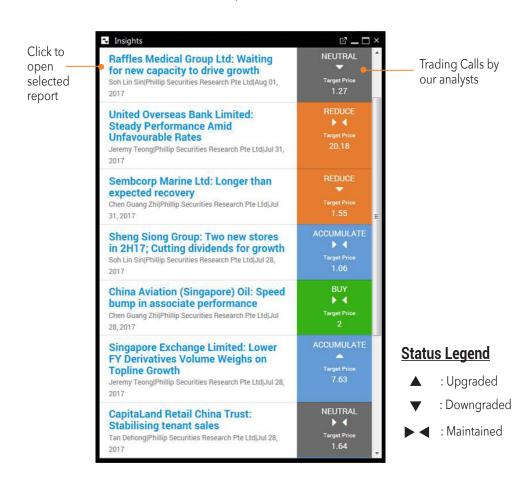
Market Streamer

Moniter live Time & Sales transactions and intraday high/low across the exchange



Insights

Gain insights with latest research reports from the Phillip Research team





HOW TO MANAGE YOUR ACCOUNT

Account Management | Intraday Profit / Loss | Trading Limit

Account Management

Review your account and other related information

a. Outstanding Positions

All your outstanding positions due for payment

b. Account Details

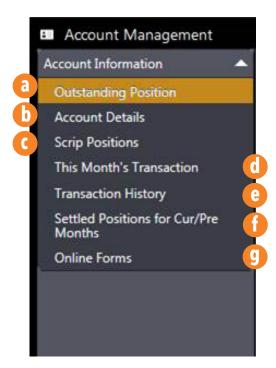
Account ledger details

c. Scrip Positions

For all accounts except Cash Trading accounts

d. This Month's Transactions

All your transactions for the current month



e. Transactions History

All your transactions for the past 1 year

f. Settled Positions for Current and Previous Month

Lists down the outstanding positions successfully settled for the current and previous months

g. Online Forms

Currently not available



HOW TO MANAGE YOUR ACCOUNT

Account Management | Intraday Profit / Loss | Trading Limit

Intraday Profit / Loss

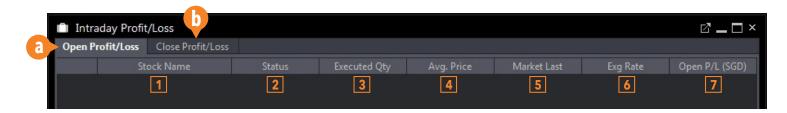
See how well your portfolio is performing real-time

a. Open Profit/Loss

Shows the real time intraday open position and its profit/loss

b. Close Profit/Loss

Shows the profit/loss of intraday closed or liquidated positions



Trading Limit

View available buy/sell limits and balance



Definitions

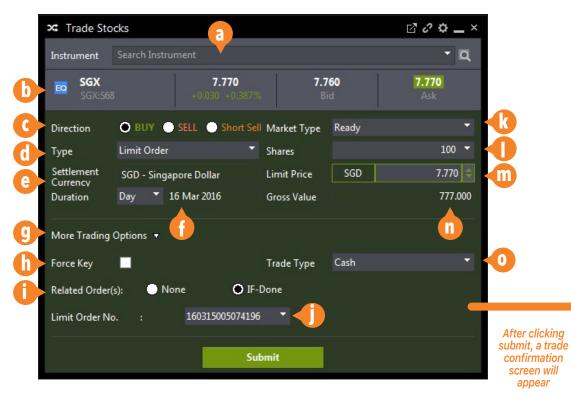
- **1. Stock Name –** The name of the counter that have been bought or sold
- 2. Status Buy/Sell action
- **3. Executed Qty –** The quantity that has been bought or sold for that counter. Sell outstanding trades will be displayed as negative quantity. Buy outstanding trades will be displayed as positive quantity
- **4. Avg. Price** The average price will be calculated if there are multiple trades executed at different prices
- **5. Market Last Done –** The real time market last done price
- **6. Exg Rate** Current exchange rate of the currency settled
- **7. Open P/L –** Shows your profit/loss for the current day. Which includes all open positions

To refresh — the amounts



Trade Ticket | Submitting a Trade | Order Types | Order Status | Trade Settings

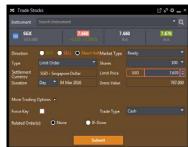
Trade Ticket



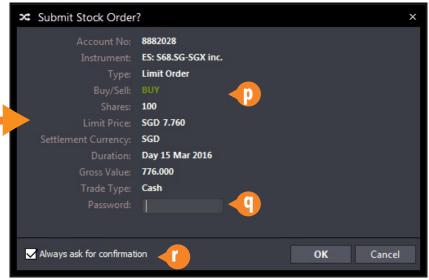
- a. Search for any counter by name or code
- **b.** Counter details
- c. Order Direction; Buy, Sell or Short Sell
- d. Order Type; Limit or Stop Limit Order
- e. Settlement Currency of current order
- f. Order Duration (GTD up to 30 days)
- g. Click to show/hide more trading options
- h. Check to activate Force Key

- i. Related Conditional Orders; None or IF-Done
- j. Select Parent order for IF-Done
- k. Market Type Ready / Unit Share
- I. Quantity of shares
- m. Set price
- n. Gross value based on price and quantity
- **o.** Select Trade Type (for SGX only): Cash, CPF or SRS





The colour of the Trade Ticket window will change according to the order direction



- p. Order details
- **q.** Enter password to confirm (You can disable this in settings)
- r. Option to not showing the confirmation screen again



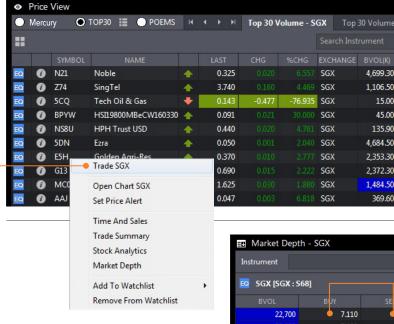
Trade Ticket | Submitting a Trade | OB Trader | Order Types | Order Status | Trade Settings

Submitting a Trade

10 Ways to Submit a Trade

- 1. Double-click on a counter to open a new Trade Ticket or click once if Trade Ticket is opened and linked
- 2. Right-Click on counter and click Trade
- 3. Drag any counter from Price View/Instrument Explorer into an open Trade Ticket.
- **4.** Search for any counter with the search bar on the Trade Ticket to bring up the counter details





Market Depth	- 301		Ľ _ □ ×
Instrument • Q			
SGX [SGX: S68]			
BVOL	ВЈУ	SELL	SVOL ^
22,700	7.110	7.120	2,700
29,200	7.100	7.130	66,200
13,900	7.090	7.140	42,400
3,300	7.080	7.150	29,300
10,500	7.070	7.160	46,900
700	7.020	7.170	1,300
3,000	7.000	7.180	6,500
2,000	6.990	7.190	14,500
17,200	6.980	7.200	19,400
40,000	6.970	7.220	14,900
5,000	6.960	7.230	17,000
8,100	6.950	7.250	6,500
1,100	6.930	7.260	500
3,500	6.920	7.270	42,600
1,500	6.910	7.300	100
3,100	6.900	7.320	42,900

Top 30 Volume - NASD

4,699.30

1.106.50

15.00

45.00

135.90

4,684.50

2,353.30

2,372.30

1,484.50

369.60

0.320

0.141

0.090

0.440

0.049

0.685

0.046

Top 30 Volume

0.325 8,7

3.750

0.143

0.092

0.445

0.050

0.375

0.690

1.630

0.047

- 5. Double-click on the BID or ASK price of the counter to open a new Trade Ticket with the selected price or click once if a Trade Ticket is already opened
- 6. Trade from Order Status Right-click on counter in Order Status and click Trade to open new Trade Ticket
- 7. Trade from Time and Sales Double-click the price in the prices column of the counter to open a new Trade Ticket with the selected price
- 8. Trade from Market Depth Double-click on the BUY or SELL price of the counter to open a new Trade Ticket with the selected price
- **9.** Trade from Trade Summary Double-click on the price in the prices column of the counter to open a new Trade Ticket with the selected price
- **10.** Trade through OB Trader See next page.



Trade Ticket | Submitting a Trade | OB Trader | Order Types | Order Status | Trade Settings

OB Trader

OB (Order Book) trader allows users to submit trades through Market Depth* with just a single click

Submit Orders

For Limit Orders

Double Left Click on BVol/SVol column at desired price to submit a buy/sell limit order

To Buy at / above best Ask Price

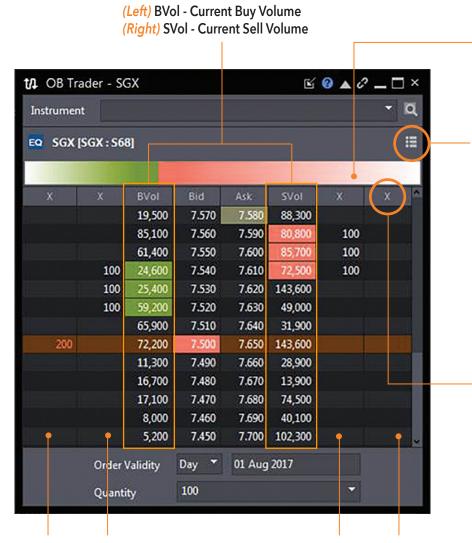
Ctrl + Double Left Click on SVol column at desired price

To Sell at / below best Bid Price

Ctrl + Double Left Click on BVol column at desired price

For Stop Limit Orders

Single Right Click on BVol/SVol column at desired price to submit a buy/sell limit order



Market Buy/Sell Strength Indicator

This bar shows the ratio of the sum of orders queuing to buy versus the sum of order queuing to sell

Click here to change to the ladder view

Amend Orders

Single Right Click on Limit or Stop Limit Order(s) queued or

Withdraw Orders

Double Left Click on Limit or Stop Limit Order(s) queued

Withdraw All Bid / Ask orders

Single Left Click on the **"X"** at the top of the column of Bid / Ask Oueued Orders

SELL Stop Limit
Order(s) will
appear here
BUY Limit
Order(s) will
appear here

SELL Limit BUY Stop Limit
Order(s) will Order(s) will
appear here appear here

^{*}An active Market Depth subscription is required to submit trades through OB Trader

Trade Ticket | Submitting a Trade | Order Types | Order Status | Trade Settings

ORDER TYPE	DEFINITION	EXCHANGES
Limit	A limit order is an order given by the client specifying a maximum buying price or minimum selling price, beyond which the order will not be executed. A limit buy order may be filled at the limit price or lower and a limit sell may be filled at the limit price or higher than the limit. (Day/GTD)	ALL Exchanges GTD currently for SGX only
Stop Limit	A Stop-Limit Order combines the features of a stop order and a limit order. It requires a Trigger Price and a Limit Price to be specified. When the market price reaches the Trigger, the order becomes a limit order that will be executed at the Limit Price specified (or better). (Day/GTD)	SGX / HKEx / NYSE / NYSE MKT / NASDAQ GTD currently for SGX only
Limit-If-Touch	It is an order to buy (or sell) a contract at a specified price or better, below (or above) the market. This order is held in the system until the trigger price is touched. An LIT order is similar to a Stop Limit order, except that an LIT sell order is placed above the current market price, and a Stop Limit sell order is placed below.	SGX / HKEx / NYSE / NYSE MKT / NASDAQ
OCO (One Cancels Other)	It is an order that allows submission of 2 orders simultaneously to either take profit or cut loss. If one part of the order is executed, the other is automatically cancelled.	SGX / HKEx / NYSE / NYSE MKT / NASDAQ
IF-Done	It is an order that is structured of two or more steps that must occur in a specified sequence. Only after the first step in the sequence is completed, then will the second step be activated.	ALL Exchanges

Note on Synthetic Orders

Stop Limit / Limit-If-Touch Order - Day (Synthetic)

A Stop Limit / Limit-If-Touch Order (Day) submitted on POEMS Mercury for HKEx / NYSE / NYSE MKT / NASDAQ are synthetic orders monitored and held on synthetic servers rather than Exchange servers. These orders mimic the native order types and are released to respective exchanges only when all trigger conditions are met. Stop-Limit Order - Day will only be triggered during market trading hours of that day only.

General Risk/Terms and Conditions on using synthetic orders

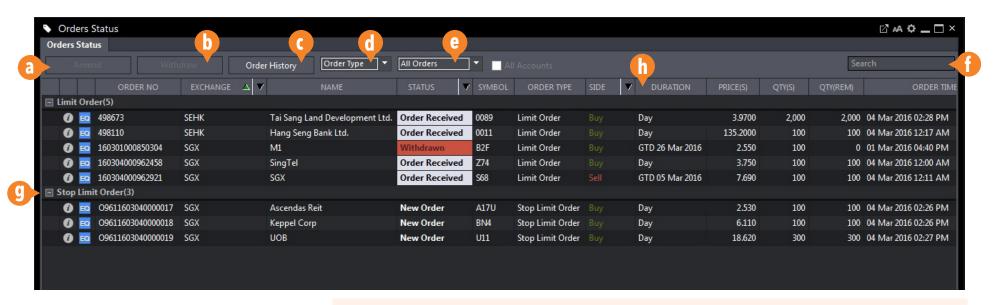
Synthetic orders may not be effectively executed in certain market conditions or due to hardware or software failure, breakdown or other malfunction, including, without limitation, errors in computer programs and telecommunication systems. During incidents, there may be possibilities of non-execution, delayed orders and error in price triggers. Therefore, synthetic orders are not guaranteed to be executed. Neither Phillip Securities Pte. Ltd. nor its subsidiaries/associates/related companies nor any of its agents will be liable for any direct, indirect, special or consequential damages which may be suffered by users, but not limited to, loss of anticipated profits or other anticipated economic benefits whatsoever or howsoever caused, as a result of the execution or non-execution of the synthetic orders. Users will be deemed to accept and agree to the Terms and Conditions above when you commence usage of synthetic orders.

^{*}For all **Stop Limit, Limit-If-Touch** and **IF-Done** orders, clients are to ensure that their trading accounts have sufficient buying or selling trading limits to allow orders to be submitted when the order's triggering conditions are met, else order triggered may be rejected due to insufficient trading limit.



Trade Ticket | Submitting a Trade | OB Trader | Order Types | Order Status | Trade Settings

Order Status



- a. Amend orders
- **b.** Withdraw selected orders
- **c.** View order history of up to 7 days
- **d.** Fliter orders by Exchange, Product Type, Order Type or Symbol
- e. Choose to display all orders or by order status
- f. Search Orders by counter name or symbol
- g. Click to show/hide different filter groups
- h. Click and hold to rearrange columns



Order Status Settings in Settings Menu

Order Status General Settings

Group by - Set default grouping by: Exchange, Product Type, Order Type or Symbol

Show list - Set default order types by different order status

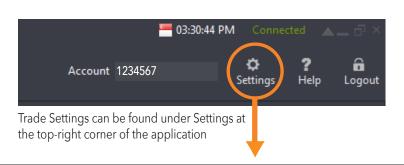
Font size - Set default font size: Normal, Medium or Large

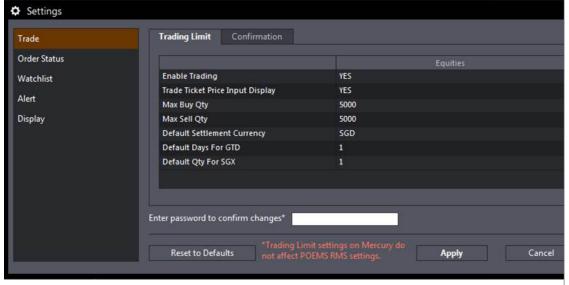
Columns list - Set default column arranagement and attributes



Trade Ticket | Submitting a Trade | OB Trader | Order Types | Order Status | **Trade Settings**

Trade Settings





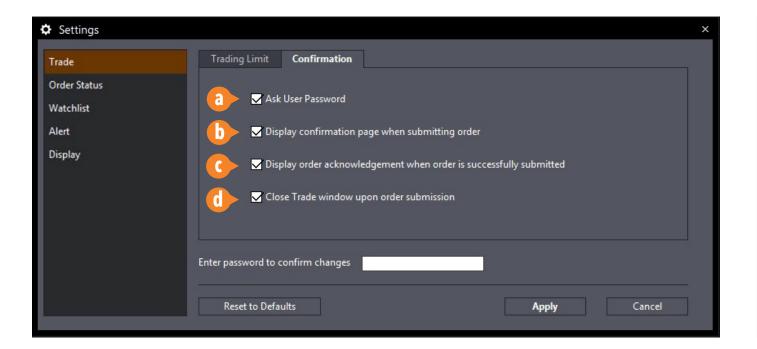
Trading Limit Settings

Settings	Default	Meaning
Enable Trading	Yes	If Changed to "no", a popup window will pop when user click submit in the trade ticket. The message will say "Trading is disabled, please enable it in setting."
Trade Ticket Price Input display	Yes	If Changed to "no", the shares and Limit price on the trade ticket will not display. User can choose to key in the price.
Max Buy Qty	1,000,000	Maximum of shares allowed on the Buy trade ticket.
Max Sell Qty	1,000,000	Maximum of shares allowed on the Sell trade ticket.
Default Settlement Currency	SGD	The chosen settlement currency in the trade ticket will be populated in the trade ticket.
Default Days for GTD	5	The number of days for GTD.
Default Qty for SGX, KLSE, NASD, NYSE, AMEX, SEHK, SSE, SET	1	This is the default display quantity for the exchange. Please choose exchange from dropdown. If quantity is less than minimum lot size of the counter, the minimum lot size will show.



Trade Ticket | Submitting a Trade | Order Types | Order Status | Trade Settings

Trade Settings (Confirmation)



Confirmation Settings

- **a.** When **unchecked**, no password input order confirmation would be required
- **b.** When **unchecked**, no confirmation page will be displayed after order submission
- **c.** When **unchecked**, no order acknowledgement will be displayed when order is submitted successfully
- **d.** When **unchecked**, Trade Ticket window will remain open after order submission

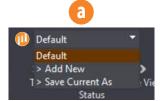


Workspaces and Tabs | Windows and Multi-Screen | Settings | Themes and Languages

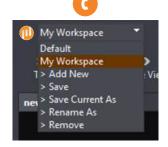
Workspaces and Tabs

Workspace

A workspace is a collection of tabs. You can use the preset workspaces, modify them or create your own. In a workspace, you are not limited by the number of tabs you want.







a. Selecting a Workspace

- Click on the workspace dropdown (see top left corner of the platform)
- Click on a preset workspace name or any previously added custom workspaces

b. Creating a New Workspace

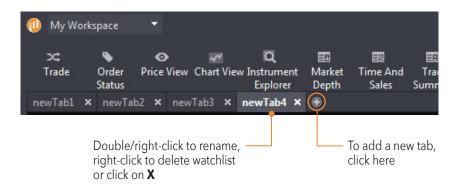
- Click on the Workspace dropdown
- Click on > Add New. The dropdown will change into a text field
- Type in the name of your new workspace and press Enter

c. Saving/Duplicating/Renaming/Removing a Custom Workspace

- Select and load a custom workspace
- Click on the corresponding action item on the list (after the workspace names)

Tab

A tab is a container of windows. When you add a new tab, it is initially empty. You can then place and arrange as many windows inside a tab. Tabs can be added, deleted, renamed or rearranged.



Adding a Tab

• Click on the + button found after the last tab

Removing a Tab

• Click on the x button found in the tab header

Rearranging Tabs

Hold click and drag the tab header to the left or right



Workspaces and Tabs | Windows and Multi-Screen | Settings | Themes and Languages

Windows and Multi-Screen

Window

A window is any one of the modules that you can find in the Main Navigation Toolbar, each with specific functions and properties. Some windows can only be added once per tab, others can have several copies.

Adding a window inside a tab

- Click on your preferred tab
- Click on your preferred window from the Main Navigation Toolbar

Rearranging windows

 Hold click and drag the window header part and place drop anywhere the tab container space. Windows can overlap one another

Removing a Window

• Click on the x button found in the window header top-right corner



Multi-Screen Support

To fully utilise the capabilites of POEMS Mercury, we would recommend using the platform with 3 additional screens.

Detaching Individual Windows



Click to detach window and drag out of the application or/and into another screen

Linking Individual Windows



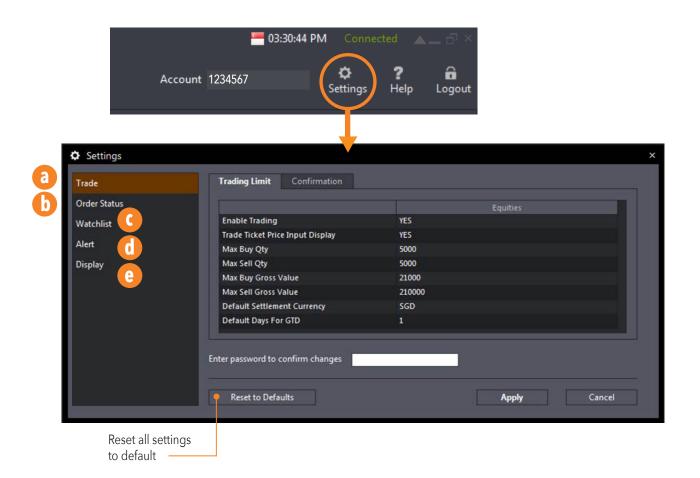
Click to link windows to Price View or your Watchlist. All linked windows will show the same counter details with just one click on the counter



Workspaces and Tabs | Windows and Multi-Screen | Settings | Themes and Languages

Settings

POEMS Mercury allows you to modify particular window settings and functionality to empower your trading



a. Trade Settings

See How To Trade > Trade Settings to know more information about what each item means

b. Order Status Settings

See How To Trade > Order Status to know more information about what each item means

c. Watchlist Settings

See How To Monitor the Market > Watchlist to know more information about what each item means

d. Alert Settings

See How To Monitor the Market > Alert to know more information about what each item means

e. Display Settings

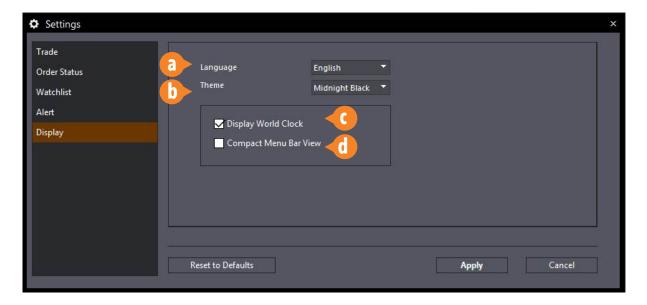
See Themes and Languages to know more information about what each item means



Workspaces and Tabs | Windows and Multi-Screen | Settings | Themes and Languages

Themes and Languages

Further customize the platform according to your personal preferences with Themes and Languages





Display Settings

- a. Choose preferred language
- **b.** Select from 3 different themes, **Midnight Black**, **Classic Blue** and **Patina Gray**
- c. Choose to display World Clock at the top menu bar
- d. Choose to hide main navigation menu icons