CQG Trader User Guide

October 5, 2012 | Software version 4.4 R3

Table of Contents

About this Document

This document contains all the information you need to use CQG Trader.

You can navigate the document in several ways:

- Click a bookmark listed on the left of the page.

- Click an item in the Table of Contents.

- Click a blue, underlined link that takes you to another section of the document. To go back, use Adobe Reader Page Navigation items (**View** menu).

If you are looking for a particular term, it may be easier for you to search the document for it. There are two ways to do that:

- Right-click the page, and then click **Find**.

- Press Ctrl+F on your keyboard.

This document is intended to be printed double-sided, so it includes blank pages before new chapters.

To ensure that you have the most recent copy of this guide, please go to the user guide page on CQG's website.

What's New in this Release

Trading in Units Versus Lots

Application_Name has been updated to allow trading by units instead of lots.

Trading in units is similar to trading in lots. The difference is that you can place large orders in lots as one order in units.

For example:

<unit commodity="F.EP" lotsInUnit="10"/>

In this case, placing an order for 1 unit is the same as placing an order for ten lots. Notice the Qty and QtyU fields on the Working Orders window:

							B/S	Qty	QtyU	Symbol	Order Price	Type	Order #	Place Time
			ⓘ	CXL	RPL	MKT	🔗	Buy	10	1	EPU2	136925	LMT	23153007	7/19/2012 12:22 PM

To trade in units, you first need to enable units trading and upload an xml conversion file. See "Units" in Display Configuration preferences on page 51.

For details about units trading, see "Trading Units Versus Lots" on page 69.

Also introduced in the version: OTE & P/L can be displayed as a percentage of the account summary.

Save this sample xml file to your machine as a way to get started creating your own conversion file.

Preferences

Added three additional notification options:

☑ Notify when an order hasn't been acknowledged in — 10 sec.

☑ Notify when a market order hasn't been filled in — 13 sec.

☑ Notify when an order hasn't been canceled in — 10 sec.

Added a second option to fill mode:

☐ Display strategy fills as strategies in exported fills report

Added Key Action Help (shortcut keys) profiles:
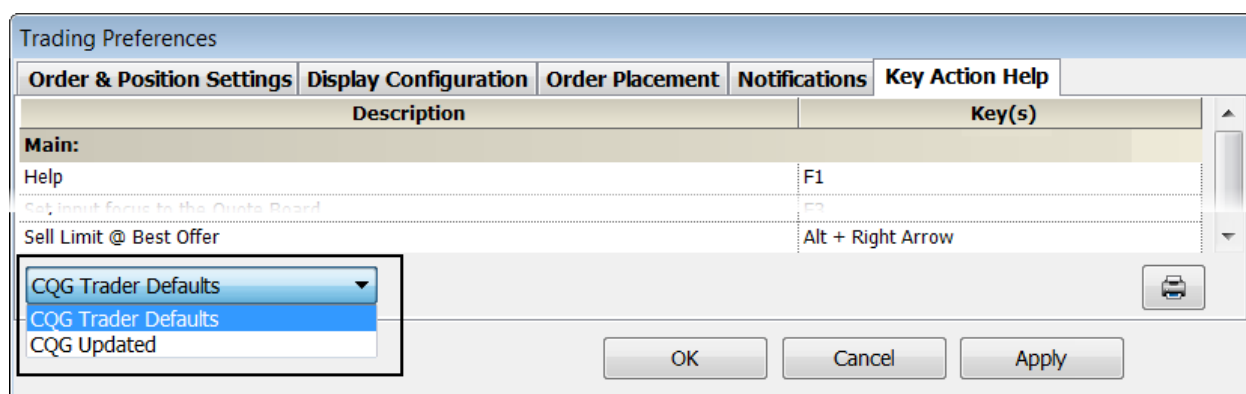
Related Documents

CQG Tradable Symbols

Symbology for Exchange-Traded Strategies

CQG Order Type Matrix

Customer Support

Please contact your FCM for account-related information, such as order status, position, and risk setup.

For assistance using CQG Trader, please contact CQG customer support. Support can be reached by phone from Sunday, 2:30 p.m. CT through Friday, 5:00 p.m. CT. These hours also apply to Live Chat.

United States	1-800-525-1085
United Kingdom	+44 (0) 20-7827-8270
France	+33 (0) 1-74-18-07-81
Germany	+49 (0) 69-6677-7558-0
Japan	+81 (0) 3-3286-6877
Russia	+7 495-795-2409
Singapore	+65 6494-4911
Sydney	+61 (2) 9235-2009

E-mail websupt@cqg.com 24 hours a day, 7 days a week.

If you have questions about CQG documentation, please contact the help author.

CQG Trader

CQG Trader is a powerful tool for quickly viewing market activity, placing orders, and managing orders and positions.

To become a productive CQG Trader user, it is recommended that you invest some time in learning and understanding how the tool works. This document provides the information you need. Please note that the images are examples only and may look different from your system.

Please note that images are examples only and are meant to demonstrate and expose system behavior. They do not represent actual trading situations.

Viewing Connection Status

You can check the status of your system connections at any time.

Click the CQG Trader icon on the status bar (bottom-right of your screen).

Normal
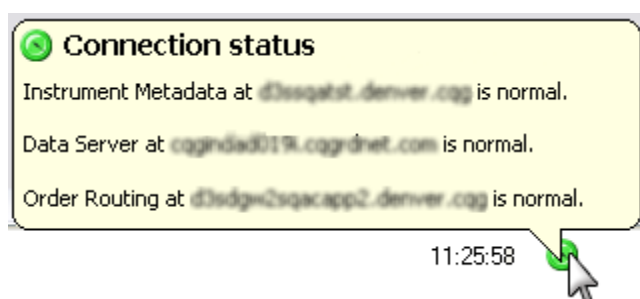
Issues
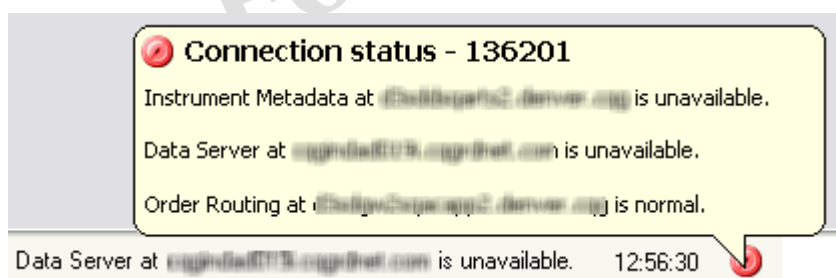
The status closes when you move your mouse away from the message.

You can set CQG Trader to display the dialog every time the connection status changes.

Changing Your Password

Your password must be between one and thirty-two characters and may include letters, numbers, and spaces. Passwords are case-sensitive.

1. Choose **Setup > Change Password**. The **Password Change** window is displayed.
2. Enter your old password.
3. Enter your new password.
4. Enter the new password again.
5. Click **Change**. If you click **Cancel**, your password is not changed.

CQG Trader API

The CQG Trader API allows you to connect to CQG Trader using a COM interface. Once connected, you have access to trade data, such as accounts, quotes, and orders and positions.

You can use the API in two ways:

- API only: Add CQG Trader functionality to your front end. In this case, you log on to CQG Trader programmatically and then use the API-defined interfaces and methods to collect and work with CQG Trader data.

- CQG Trader + API: Incorporate your proprietary code using the CQG Trader front end to expand existing CQG Trader functionality. In this case, you log on to CQG Trader as usual, turn on access to the API, and start your program or script that uses the API.

    To turn on the API, right-click the Quote Board title bar, click **API**, then click **Enable API**.

For more information, please go to the API website or view the samples and help files (CQGTrader_Com_API.zip) at: ftp://OpenAPI:k-rxERRdigxQ@ftp.cqg.com/CQGT%20API/.

The API requires an enablement.

CQG Trader Window Components

The CQG Trader window is divided into three panes for:

- **Entering orders:** Either the DOMTrader or the Order Ticket, depending on your settings, is displayed on the left side of the window. Both allow you to monitor current market activity and place orders quickly and easily.

- **Viewing quote data:** The Quote Board, at the top-right of the window, allows you to monitor data, such as open, close, and last prices.

- **Managing orders and positions:** Orders and Reports, on the bottom-right of the window, allows you to track order activity and positions for all the accounts that are available to the trader logged on.

Located at the top of the CQG Trader window, the menu bar provides access to **Setup**, **View**, **Orders**, **News**, and **Help** functions. You can also right-click the Quote Board title bar to access these options.

- The **Setup** menu has options for changing your password and setting order and position, display, order placement, and notification preferences.

- The **View** menu has options for displaying the Orders & Reports pane, adding a DOMTrader or an Order Ticket to your display, and opening the **Messages** window.

- The **Orders** menu is used to access batch order entry.

- The **News** menu provides access to the **News** window and preferences.

- The **Help** menu has options for opening the **About** window, online help, a tradable symbols list, a key actions list (keyboard shortcuts), and the CQG Trader API webpage.

All of these components are described in this document.

Order Ticket

The Order Ticket is an order entry application that combines an order ticket with elements of the DOMTrader.

The DOM area contains buy, volume, price, and sell columns.
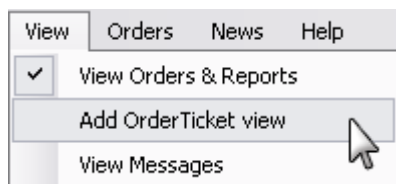
Place orders using the buy and sell buttons.

In **Order Placement** preferences, you choose whether to display the Order Ticket or the DOMTrader.

Adding an Order Ticket

Up to three Order Tickets can be added to the CQG Trader window.

To add an Order Ticket:

     1. Click **View**.

     2. Click **Add OrderTicket view.**

Order Ticket Components

Title bar

The DOMTrader title bar displays the symbol and account number.

0707 - EPZO

Learn how to change accounts

Symbol tabs

The Order Ticket has a maximum of four tabs, so that you can monitor and trade more than one symbol on a single ticket.

EPZO ENQZO + Δ-2025

The tabs are color-coded:

Red (burgundy) tab = short

Green tab = long

Black tab = working order with no position

A thermometer representing the current market standing of the symbol as well as the symbol are displayed on each tab. The thermometer is a graphic indicator of the current market standing relative to its opening, high, and low prices. It shows the High to Last (Red), Low to Last (green), and Open (yellow triangle) for that symbol for the current day. The close or last price is indicated by the change of color from red to green. If the thermometer displays all yellow, then data is either unavailable or incomplete.

Net change is displayed to the right of the tabs.

To see all of the tabs, then click and drag the dotted splitter line:

EPZO E... Δ+1700

To add a symbol to a tab

With fewer than four tabs are in use, the next tab (+) is blank.

1. Click the blank tab. The tab displays the symbol of the previous tab.

2. Start typing a symbol. This field is displayed:

    Symbol: EP

3. When you have finished typing the symbol, **Enter**. The tab displays the symbol.

To change the symbol on a tab

1. Click the tab.

2. Start typing the symbol. This field is displayed:

Symbol: EP

3. When you have finished typing the symbol, **ENTER**. The tab name is changed.

To remove a tab

1. Right-click the tab you want to remove.

2. Click Close tab.

Current working order, position, and OTE

The Order Ticket displays the current position and Open Trade Equity (OTE) or OTE +PL (closed profits and losses for the day) for the selected symbol and account just below the tabs. If there is no position for this account yet, the display says, "No position."

To the left of the position is the number of working buy orders. On the right of the OTE is the number of working sell orders.

20 working buy lots, short, profit, 10 working sell lots:

| 20 | S 1714 @ 212463 | 355,685.00 | 10 |

10 working buy lots, long, profit, no working sell lots:

| 10 | L 1124 @ 118977 | 279,825.00 | |

Right-click the position details to reverse or liquidate the position.

| L 1134 @ 118971 | 285,825.00 |

Liquidate This Position
Reverse This Position
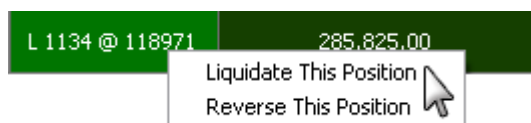
DOM area

This area resembles the DOMTrader.

	119825	2738		
	119800	3091		
DTSTP	119775	2526	LMT	
	119750	3326		
	119725	2314		
DTSTP	119700	3837	LMT	
	1 119675	116		
	119650	1011		
LMT	119625	1540	DTSTP	
	119600	2242		
	119575	1804		
LMT	119550	2406	DTSTP	
	119525	1897		
	119500	1859		
LMT	119475	1885	DTSTP	
	119450	1790		

On the Order Ticket, however, you must use the buy and sell buttons to place orders; you cannot drag and drop a price.

Buy and sell buttons

Click one of these buttons to place an order. Buttons are labeled with order details.

Buy 1 117850 LMT DAY	**Sell 1** 117850 DTSTP DAY
	STP
	Sell 1 117850 LMT DAY
Buy 1@117850 LMT DAY	
Buy 1 @MKT	**Sell 1** 685 @Offer 117900
Buy 1 685 @Offer 117900	**Sell 1** 728 @Bid 117875
Buy 1 728 @Bid 117875	**Sell 1** @MKT

Order entry field

This field allows you to enter orders using your keyboard, including comments.

Order Entry: [   ] Submit

Enable order comments in Display Configuration preferences.

Size buttons

The size buttons at the bottom of the Order Ticket allow you to change the quantity that is used when you place orders. The quantity values are set in preferences.

| 1 | 1 | 5 | 10 | 20 | 50 | 100 |

The entry box displays the current order quantity.

In increment/decrement mode:

- Click a button to add that number of lots to the order size (in the entry field). For example, if the order size is 1, click 5 to change that size to 6.
- Right-click a button to subtract that number of lots from the order size.
- Right-click the order size to return to the default size.

In replacement mode:

- Click a button to change the order size to that number of lots. For example, click 10 and the order quantity is 10.
- Right-click the order size to return to the default size.
- Set the mode in preferences.

You can also type a number to override the default.

When trading in units, a U button is visible on the left of the size entry box. Click the button to switch from lots to units.

| U | 25 | 1 | 5 | 10 | 20 | 50 |

| U | 12.5 | 1 | 5 | 10 | 20 | 50 |

Units order size can include two decimal places.

Standard rounding is used. For example:

0.33*10 units = 3.3 = rounded to 3 lots

0.35*10 units = 3.5 = rounded to 4 lots
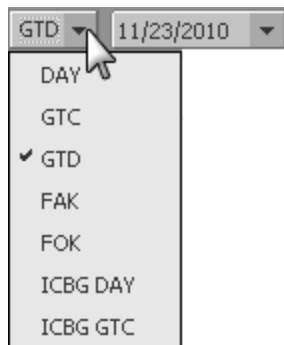
Price field

| @ | 117850 | - | + |

Either enter a price in the **Price** field or use the **−** and **+** buttons to increment and decrement the price.

Go to **Setup** > **Preferences** > **Order Placement** and select **Price Entry** to view these buttons.

Order duration menu

DAY, **GTC** (good-till-cancelled), **GTD** (good-till-date), **FAK** (fill and kill), **FOK** (fill or kill), and **ICBRG** (Iceberg) are the order duration options.

- **DAY** is the default. If a DAY order is unfilled at the close of the trading session, it is automatically canceled.

- **GTC** orders are left open until canceled by the trader.

- **GTD** orders are left open until the close of the exchange's trading session on the date the trader specifies.

- **FAK** orders are used to buy or sell a quantity at a limit price. If the entire order is not immediately filled, the remaining quantity is cancelled.

- **FOK** orders require that the entire quantity be executed immediately or the order is cancelled.

- **ICBRG** orders are limit DAY or GTC orders that have both a total quantity and a display quantity that is shown publicly on the order book. These orders must be enabled in preferences.

Parked option

The **Parked** checkbox allows you to place an order but not submit it to the exchange right away. The settings for Duration and Fill are applied to the parked order(s) if the checkbox is filled. If it is cleared, the order placed isn't parked.

Stop management menu
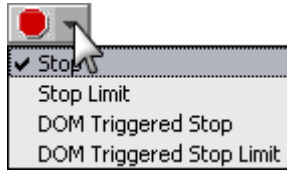
Stop, Stop Limit, DOM Triggered Stop, and DOM Triggered Stop Limit are the stop management options that you can choose on this menu.

- **Stop** is the default. A stop order becomes a market order when the stop price is hit and a stop-limit order becomes a limit order when the stop price is hit.

- **Stop Limit** orders allow the trader to set a difference between the stop price and the limit price.

- **DOM Triggered Stop** and **DOM Triggered Stop Limit** orders behave like stop orders, but are not triggered until the bid/ask quantity falls below the order's trigger quantity (DOM threshold). You must be enabled for these "smart order" types.
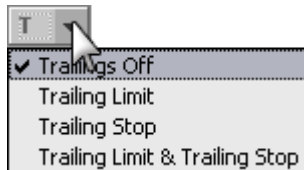
Offset field

If Stop Limit is selected on the stop management menu, then an offset field is displayed. Either type the offset or use the + and – buttons to select the value.

Trailing management menu

Trade trailing limits or stops using this menu.

Trailing limit orders track the market and automatically adjust the price level position in the exchange's order book. For a buy order, as the best bid/offer/trade (depending on your settings) moves up, your order moves up with it based on the trailing offset. When the best bid/trade/offer trade moves down, your order holds. When the best bid/offer/trade matches your order price, the order executes.

Trailing stop orders adjust their trigger price in concert to the direction of the market on a tick-by-tick basis, initially trailing the market with the same distance to the market price when the order is first placed. The trigger price of a trailing sell stop order automatically steps higher with the market for each up tick, but does not step lower.

You must be enabled for these "smart order" types.

Manual fills button

You have the ability to enter fills manually for those trades that did not occur through CQG Trader to be reconciled against the statement. All electronic and pit contracts can be entered. Once the statement for the day is received, the manual fills are reconciled against the statement and then permanently removed.
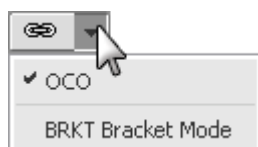
Click this button to indicate the next order you place is a manual fill: [🖐]

In order to enter manual fills, go to **Setup** > **Preferences** > **Order & Position Settings** and select the **Enable Manual Fills** check box.

Learn how to enter a manual fill

Special orders button

- **OCO**: A multi-part order. If one part of the order is executed, then all other parts are cancelled.
- **BRKT**: A type of order-places-order (OPO) where filling, for example, a buy order triggers a sell OCO - a profit target order and a stop loss order. If one of those orders is filled, then the other order is cancelled.

You must be enabled for these "smart order" types.

Learn how to place an OCO order

Learn how to place a bracket order

Compression button

Symbols HUE, NGE, RBE, HOE, PLE, and NGH can be compressed, which means that ticks can be viewed in a quantity different from the exchange default. The default value for compression is five. Click the compression button to turn compression on and off.

Data is aggregated in the opposite direction of the market. Bids are aggregated down, and asks are aggregated up. The daily high price is rounded up, and the daily low price is rounded down.

Actual ticks, and not compressed ticks, are used for the offset value for stop limit orders. Order types are also determined by actual ticks.

Orders with fixed prices are visible.

Split Market tool

Click this button to move from no compression to maximum compression. Right-click to move the other way.

There are four compression modes:

No compression (default).

Compress to hide gap but show nearest best bid and ask prices: price rows are hidden if they are between the price in DOM ladder below best bid and the price above the best ask.

Compress to hide market gap: price rows are hidden if they are between the best bid and best ask.

Compress to hide empty prices: price rows are hidden if they are between rows with DOM values. All bids and asks are displayed without gaps.

This tool is displayed by default. To remove it, go to **Trading Preferences** > **Order Placement** > **Enable Split Market tool**.

Cancel buttons

These buttons below the DOMTrader grid are used to cancel groups of orders. The number of orders that will be canceled by each button is displayed on the button in parentheses.

| X Buys(1) | X Sells(1) | X All(2) | X Global(4) | X All Liq All |

- **X Buys** = cancel all buy orders for current symbol for this account.
- **X Sells** = cancel all sell orders for current symbol for this account.
- **X All** = cancel all orders for current symbol for this account.
- **X Global** = cancel all orders for all accounts
- **X All/Liq All**: cancel all orders and liquidate all positions for the current account.

Go to **Setup > Preferences > Display Configuration** and select **Enable liquidate and reverse buttons** to view the cancel buttons.

Resizing Window Elements

The Order Ticket areas can be re-sized using the splitter bar between the DOM area and the buttons.

Place your mouse cursor over the splitter bar, so that it becomes a two-sided arrow. Drag the bar until you have the configuration you want.
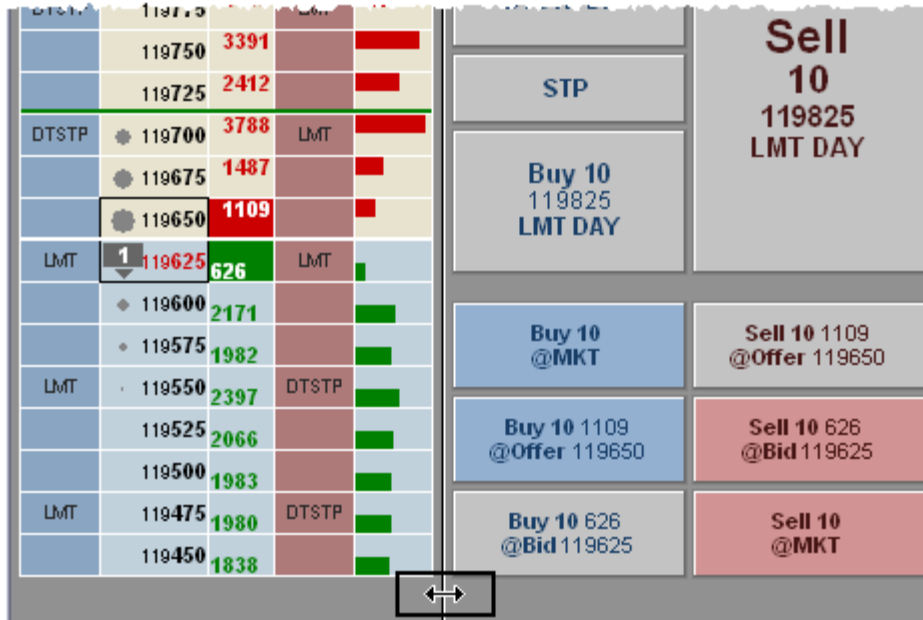
DOMTrader

Market transparency is vital for trading on the electronically-traded futures markets. DOMTrader provides that market transparency as well as the order routing functionality traders need.

The DOMTrader is comprised of a depth-of-market ladder that displays a range of bid and offer prices; the best bid and offer with size; and trading tools, including order type selectors, buy and sell buttons, quantity buttons, and cancel buttons.

In **Order Placement** preferences, you choose whether to display the DOMTrader or the Order Ticket.

Adding a DOMTrader

Up to three DOMTraders can be added to the CQG Trader window.

To add a DOMTrader:

1. Click **View**.

2. Click **Add DOMTrader view**.

DOMTrader Components

Some of the DOMTrader components are optional and are displayed based on the preferences you have set up.

To check or change those preferences, click **Setup** on the menu bar, click **Preferences**, and go to the **Order Placement** tab.

Title bar

The DOMTrader title bar displays the symbol and account number.

[Learn how to change accounts](#)

Symbol tabs

The DOMTrader has a maximum of four tabs, so that you can monitor and trade more than one symbol on a single DOMTrader.

The tabs are color-coded:

Red (burgundy) tab = short

Green tab = long

Black tab = working order with no position

A thermometer representing the current market standing of the symbol as well as the symbol are displayed on each tab. The thermometer is a graphic indicator of the current market standing relative to its opening, high, and low prices. It shows the High to Last (Red), Low to Last (green), and Open (yellow triangle) for that symbol for the current day. The close or last price is indicated by the change of color from red to green. If the thermometer displays all yellow, then data is either unavailable or incomplete.

Net change is displayed to the right of the tabs.

To add a symbol to a tab

With fewer than four tabs in use, the next tab (+) is blank.

1. Click the blank tab. The tab displays the symbol of the previous tab.

2. Start typing a symbol. This field is displayed:

3. When you have finished typing the symbol, **ENTER**. The tab displays the symbol.

To change the symbol on a tab

1. Click the tab.

2. Start typing the symbol. This field is displayed:
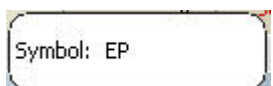
   Symbol: EP

3. When you have finished typing the symbol, **ENTER**. The tab name is changed.

To remove a tab

1. Right-click the tab you want to remove.

2. Click Close tab.

Current working order, position, and OTE

DOMTrader displays the current position and Open Trade Equity (OTE) or OTE +PL (closed profits and losses for the day) for the selected symbol and account just below the tabs. If there is no position for this account, the display states "No position."

To the left of the position is the number of working buy orders. On the right of the OTE is the number of working sell orders.

5 working buy lots, long, profit, no working sell lots:

| 5 | L 1009 @ 119050 | 479,050.00 | |

No working buy lots, short, profit, 1 working sell lot:

| | S 1143 @ 212457 | 47,350.00 | 1 |

Right-click the position details to reverse or liquidate the position.

S 1143 @ 212457   53,065.00
Liquidate This Position
Reverse This Position

Order duration menu

DAY, **GTC** (good-till-cancelled), **FAK** (fill and kill), **FOK** (fill or kill), and **ICBG** (iceberg) are the order duration options that you can choose on this DOMTrader menu.

- **DAY** is the default. If a DAY order is unfilled at the close of the trading session, it is automatically canceled.

- **GTC** orders are left open until canceled by the trader.

- **FAK** orders are used to buy or sell a quantity at a limit price and if the entire order is not immediately filled the remaining quantity is cancelled.

- **FOK** orders require that the entire quantity be executed immediately or the order is cancelled.

- **ICBRG** orders are a limit DAY or GTC orders that have both a total quantity and a display quantity that is shown publicly on the order book. These orders must be enabled in preferences.

Stop management menu
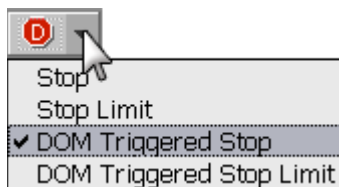
Stop, Stop Limit, DOM Triggered Stop, and DOM Triggered Stop Limit are the stop management options that you can choose on this DOMTrader menu.

- **Stop** is the default. A stop order becomes a market order when the stop price is hit.

- **Stop Limit** orders allow the trader to set a difference between the stop price and the limit price. A stop-limit order becomes a limit order when the stop price is hit.

- **DOM Triggered Stop** and **DOM Triggered Stop Limit** orders behave like stop orders, but are not triggered until the bid/ask quantity falls below the order's trigger quantity (DOM threshold). You must be enabled for these "smart order" types.

Trailing management

Trade trailing limits or stops using this menu.

Trailing limit orders track the market and automatically adjust the price level position in the exchange's order book. For a buy order, as the best bid/offer/trade (depending on your settings) moves up, your order moves up with it based on the trailing offset. When the best bid/trade/offer trade moves down, your order holds. When the best bid/offer/trade matches your order price, the order executes.

Trailing stop and stop limit orders adjust their trigger price in concert to the direction of the market on a tick-by-tick basis, initially trailing the market with the same distance to the market price when the order is first placed. The trigger price of a trailing sell stop order automatically steps higher with the market for each up tick, but does not step lower.

You must be enabled for these smart order types.

Manual fills button

You have the ability to enter fills manually for those trades that did not occur through CQG Trader to be reconciled against the statement. All electronic and pit contracts can be entered. Once the statement for the day is received, the manual fills are reconciled against the statement and then permanently removed.

Click this button to indicate the next order you place is a manual fill:

In order to enter manual fills, go to **Setup** > **Preferences** > **Order & Position Settings** and select the **Enable Manual Fills** check box.

Learn how to enter a manual fill

Special orders button

The Special Orders menu provides options for order-cancels-order and bracket order types.

- **OCO**: A multi-part order. If one part of the order is executed, then all other parts are cancelled.
- **BRKT**: A type of order-places-order (OPO) where filling, for example, a buy order triggers a sell OCO - a profit target order and a stop loss order. If one of those orders is filled, then the other order is cancelled.

You must be enabled for these "smart order" types.

Learn how to place an OCO order

Learn how to place a bracket order

Compression button

Symbols HUE, NGE, RBE, HOE, PLE, and NGH can be compressed, which means that ticks can be viewed in a quantity different from the exchange default. The default value for compression is five. Click the compression button to turn compression on and off.

Data is aggregated in the opposite direction of the market. Bids are aggregated down, and asks are aggregated up. The daily high price is rounded up, and the daily low price is rounded down.

Actual ticks, and not compressed ticks, are used for the offset value for stop limit orders. Order types are also determined by actual ticks.

Orders with fixed prices are visible.

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Click this button to move from no compression to maximum compression. Right-click to move the other way.

There are four compression modes:

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Compress to hide market gap: price rows are hidden if they are between the best bid and best ask.

Compress to hide empty prices: price rows are hidden if they are between rows with DOM values. All bids and asks are displayed without gaps.

This tool is displayed by default. To remove it, go to **Trading Preferences** > **Order Placement** > **Enable Split Market tool**.

Expand button

If the DOMTrader is sized so that not all of the buttons are visible, an expand button appears on the right side. Clicking this button displays the hidden components. To display the hidden component(s), click it, then click the DOMTrader to the left of the expand button. The hidden component replaces one of the other components. To see all components, resize your DOMTrader.

Buy and sell buttons

One of the ways to place a market order is by clicking the **Buy** and **Sell Market** order buttons at the top of the DOMTrader.

Go to **Setup > Preferences > Order Placement** and select the **Buy/Sell Market buttons** check box to view the buy and sell buttons.

Order type indicator

If fast-click mode is selected in preferences, the order type button is displayed between the buy and sell buttons. The button displays the applicable limit or stop icon depending on the settings for the current symbol, such as:

If an order is being placed using drag and drop, the order type is determined by whether the price is above or below the market, and which column, buy or sell, the order is dropped into.

Cancel buttons

These buttons below the DOM ladder are used to cancel groups of orders. The number of orders that will be canceled is displayed on the button in parentheses.

- **X Buys** = cancel all buy orders for current symbol for this account.
- **X Sells** = cancel all sell orders for current symbol for this account.
- **X All** = cancel all orders for current symbol for this account.
- **X Global** = cancel all orders for all accounts
- **X All/Liq All**: cancel all orders and liquidate all positions for the current account.

Go to **Setup** > **Preferences** > **Display Configuration** and select the **Enable liquidate and reverse buttons** check box to view the cancel buttons.

To hide the buttons, click the arrow button under the buttons.

Size buttons

The size buttons at the bottom of the DOMTrader allow you to change the quantity that is used when you place orders. The quantity values are set in preferences.

The entry box displays the current order quantity.

In increment/decrement mode:

- Click a button to add that number of lots to the order size (in the entry field). For example, if the order size is 1, click 5 to change that size to 6.
- Right-click a button to subtract that number of lots from the order size.
- Right-click the order size to return to the default size.

In replacement mode:

- Click a button to change the order size to that number of lots. For example, click 10 and the order quantity is 10.
- Right-click the order size to return to the default size.
- Set the mode in preferences.

You can also type a number to override the default.

When trading in units, a U button is visible on the left of the size entry box. Click the button to switch from lots to units.

Units order size can include two decimal places.

Standard rounding is used. For example:

0.33*10 units = 3.3 = rounded to 3 lots

0.35*10 units = 3.5 = rounded to 4 lots

The DOMTrader Ladder

The DOMTrader ladder consists of price, volume, buy, and sell columns. The ladder displays market data and order information. You can trade directly on the ladder too.

Price column
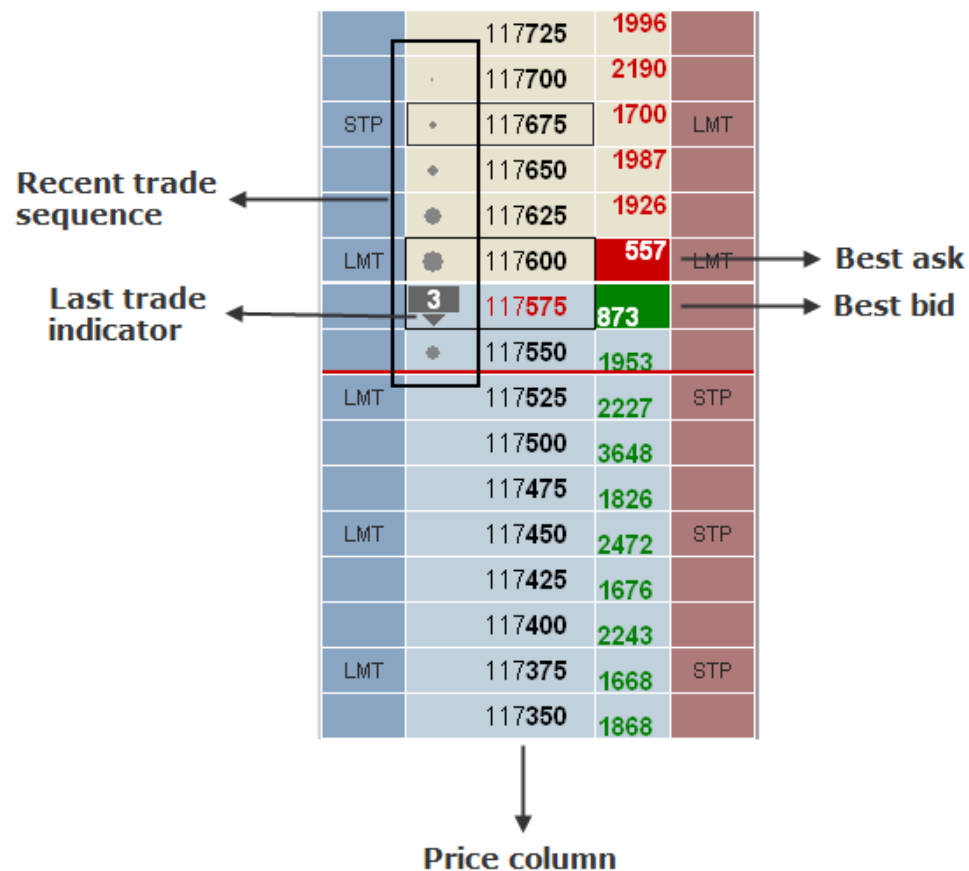
Price column

The center column on the DOMTrader ladder is the **price column**. This column is always displayed.

The **best bid** and **best ask** are indicated by green and red highlighting. Notice the black rectangle around those prices; it highlights the spread between the best bid and best offer. This highlighting is helpful when the best bid and ask are separated by several prices.

Recent trade sequence is represented by circles of varying size indicating the prices that have been active most recently. The larger the circle, the most recently that price was traded. Recent trade sequence is optional. To add recent trade sequence to the display, go to **Setup > Preferences > Order Placement** and select the **Recent Trade Sequence** check box.

The **last trade indicator** shows whether the last trade was higher (up arrow) or lower (down arrow) than the previous trade. If the last trade was at the same price as the previous trade, then no arrow is displayed.

Pre-open indicative volume and price are represented like this:

The ladder also displays an open position indicator that corresponds to the average open position price (green for long position, red for short position):

Depth of Market (DOM) column

		117**725**	**1996**	
		117**700**	**2190**	
STP		117**675**	**1700**	LMT
		117**650**	**1987**	
		117**625**	**1926**	
LMT		117**600**	**557**	LMT
	3	117**575**	873	
		117**550**	1953	
LMT		117**525**	2227	STP
		117**500**	3648	
		117**475**	1826	
LMT		117**450**	2472	STP
		117**425**	1676	
		117**400**	2243	
LMT		117**375**	1668	STP
		117**350**	1868	

DOM column

The column to the immediate right of the price column is the Depth of Market column.

The data in this column is continuously updated while the market is active.

This column is optional. To display it, go to **Setup > Preferences > Order Placement** and select the **Order Book for each price** check box.

Order columns

		117**725**	**1996**	
	·	117**700**	**2190**	
STP	·	117**675**	**1700**	LMT
	◦	117**650**	**1987**	
	●	117**625**	**1926**	
LMT	●	117**600**	**557**	LMT
	3 ▼	117**575**	**873**	
	●	117**550**	**1953**	
LMT		117**525**	**2227**	STP
		117**500**	**3648**	
		117**475**	**1826**	
LMT		117**450**	**2472**	STP
		117**425**	**1676**	
		117**400**	**2243**	
LMT		117**375**	**1668**	STP
		117**350**	**1868**	

Buy column   **Sell column**

The columns to the far left and the far right of the ladder are the order columns. These columns are always displayed.

Watermarks, seen here as STP and LMT, are optional. Other options include order quantity and buy/sell. To display watermarks, go to **Setup > Preferences > Order Placement** and select the **Show watermark** check box.

When you drag a price to either column, a visual representation of your order is displayed.

Market lines

	119350			
STP	119325		LMT	
	119300			
	119275			
STP	119250		LMT	
	119225			

High market line

	117775	2888		
STP	117750	2093	LMT	
	117725	2898		
	117700	1325		
LMT [2]	117675	532	LMT	
	117650	1893		
	117625	1953		
LMT	117600	2410	STP	
	117575	2139		
	117550	3313		
LMT	117525	2069	STP	
	117500	4757		

Low market line

DOMTrader displays three market lines: high, low, and market. The green and red lines represent the maximum and minimum trade prices for the contract during the current trading day.

If there are valid best bid and best ask values, and the best ask is equal to the best bid plus tick size value, the market line is displayed. If best bid or best ask prices are not valid for the contract, of if there is a gap between the best bid and best ask rows, the market line is not displayed.

Market window

Market window

When you scroll to a price that is far enough from the current market value that the current market value would normally scroll off the screen, the system prevents that from happening.

The line across the DOMTrader ladder (in this case, under 117675) indicates that the market window is above the selected price. Every time the current market price changes, the market window re-centers the market price row, so that it is always displayed.

The market window is two rows by default. To change the size of the window, drag and drop the market window line (cursor becomes a double arrow), as shown in this image:

If the best bid and best ask are both displayed on the DOMTrader and market movement results in DOMTrader not being to accommodate both (too great a spread), then an indicator is displayed between the two. It lets you know that there are prices missing, so that you can see both best bid and ask on the ladder. Notice the gap in this image:

Out of view orders

STP	127**010**	451	LMT
	127**000**	604	
	126**310**	743	
LMT	126**300**	437	LMT
	⬆️1 126**290**	2	
	⬤ 126**280**	382	
LMT	126**270**	739	STP
	126**260**	450	
	126**250**	502	
LMT	126**240**	577	STP
	126**230**	533	

When you scroll up or down the DOMTrader and your working orders are no longer visible, this bar is displayed. Click the square to jump to the order. Click this square each time you want to jump to the next order that is out of view.

Setting Trading Preferences

Preferences include:

- **Order and Position Settings** govern order behavior, such as whether stops or stop limits should be used as a default; what the default visible size value should be for iceberg orders; and what the maximum values for order and position size should be to minimize risk.

- **Display Configuration** parameters govern if and how elements are displayed on the trading applications, quote board, and Orders and Reports window.

- **Order Placement** settings govern the choice of trading application, the display (buttons and columns), and the enablement of order placement options.

- **Notifications** allow you to identify when and how you are notified of events relating to your system and orders.

To set preferences, click **Setup** and then click **Preferences**.

Setting Order & Position Preferences

These settings allow you to select a default stop type, set parameters for smart order types, establish offset and range, select risk parameters, identify the quantity for the size buttons, set how OTE/MVO and entries and exits are calculated, enable manual fills, and select the behavior of size buttons.

Symbol Settings

Symbol Settings for Account UA Trading

Configure Risk Settings in [Lots ▼]

Symbol	Stop Action		Smart Order Types				Order Options		Risk Settings			
	STP	STL	Trailing	DTS	ICBRG	Brackets	Offset	Range	Maximum Order Size	Maximum Position Size	Default Order Size	Second Default Order Size
[Global Default]	⦿	○	✔ 🇹	✔	✔	✔	0	5	500	99999	25	5
[Acct Default]	⦿	○	✔ 🇹	✔	✔	✔	0	5	500	99999	25	5
F.US.CLE	⦿	○	✔ 🇹	✔	✔	✔	0	5	500	99999	10	5
F.US.EP	⦿	○	✔ 🇹	✔	✔	✔	0	5	500	99999	25	5
F.US.HOE	⦿	○	✔ 🇹	✔	✔	✔	0	5	500	99999	15	5
F.US.TYA	⦿	○	✔ 🇹	✔	✔	✔	0	5	500	99999	5	10

First, choose whether you wish to configure these symbols according to lots or units. Separate values are stored for both lots and units. If units is selected, then ICBRG visible size and DOM threshold are defined in units for ICBRG and DOM-triggered orders and for bracket orders.

Then, working across each row, set stop action, smart order types, order options, and risk settings:

Stop Action

Select **STP** or **STL** for each symbol listed. This sets the default action when you use the keyboard to place a buy or sell order. Once the default is set, you can still place the order type you did not select. The CTRL key allows you to toggle between the two order types.

Smart Order Types

Select the check boxes to enable trailing, DOM-triggered stops, iceberg, and bracket orders.

To set default parameters for each type, click the order type icon. Preferences are stored by instrument and account. For example, if you click the trailing icon, you can then choose whether orders trail the current bid and offer or last trade:
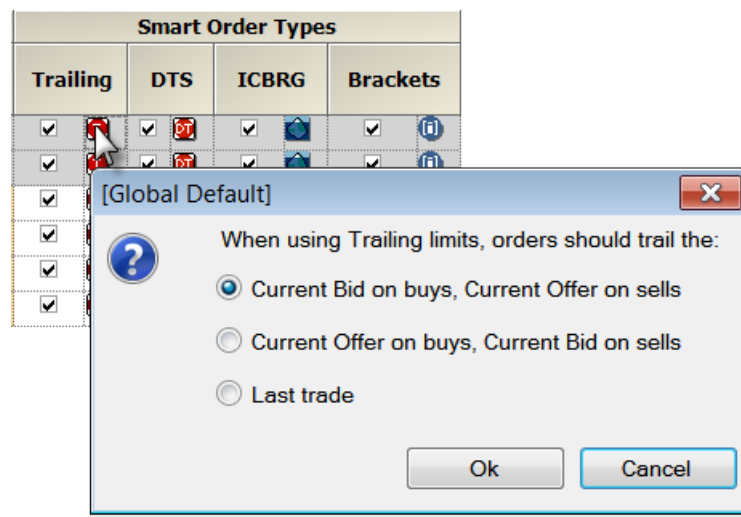
Order Options

Type values for offset and range.

Offset sets the number of ticks between the stop and limit prices on stop limit orders.

Range sets the threshold in number of ticks for a warning that is given if buy orders are placed above the current market, or if sell orders are placed below the market.

The stop limit offset determines the limit price for the order the stop limit becomes when the stop price is hit.

You can use the offset field on the Order Ticket also.

Risk Settings

Set maximum order size, maximum position size, default order size, and second default order size.

Maximum Order Size sets the maximum quantity for orders placed on this symbol. This setting does not prevent you from exceeding the limit you set, but warns you if you attempt to exceed it.
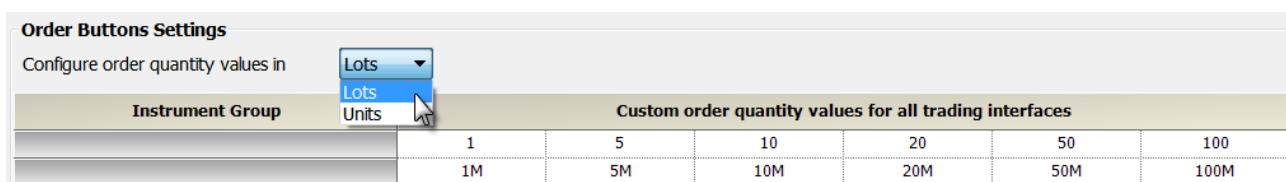
Maximum Position Size sets the maximum position size for orders placed on this symbol. This setting does not prevent you from exceeding the limit you set, but warns you if you attempt to exceed it.

Default order size is reflected in the size entry field after right-clicking.

The second default order size is used when placing fast-click orders with the middle mouse button. If the second default order size is equal to zero, then you cannot place an order by middle mouse click.

Decimals are allowed for order size.

Order Button Settings

First, choose whether you wish to configure these symbols according to lots or units. Separate values are stored for both lots and units.

Then, enter values for order quantity buttons.

For FX futures values, K = thousand, M = million, and B = billion. Quantities greater than 4 digits should be abbreviated.

Default values are: 1, 5, 10, 20, 50, 100 for futures and 1M, 5M, 10M, 20M, 50M, 100M.

Calculating OTE/MVO by

Select whether Open Trade Equity (OTE) and Market Value of Options (MVO) are calculated by **Last Trade** or by **Best Bid/Ask**.

Match Entries and Exits by

Select whether Entries and Exits are matched by First In/First Out (FIFO) by selecting either **FIFO – Intraday First** or **FIFO**.

Fill Mode

Select the first check box for the ability to enter manual fills.

Select the second check box to group strategy leg fills as strategies in the fills report, otherwise the report displays fills by leg.

Quantity Entry Behavior

Choose whether order quantity buttons when clicked should replace the existing quantities or increment and decrement the existing quantities.

Setting Display Configuration Preferences

These settings allow you to choose which data, buttons, and columns are included in trading application and Orders and Positions windows.

Order Placement Display

Buy column placement

Select whether you want to display the buy column to the right or the left (default).

Display open trade equity

Select this check box to display OTE, then select either only OTE or OTE & P/L.

Highlight digits in price scale

Choose whether to highlight a certain number of digits in the price, and then decide how many. This image shows three highlighted digits:

Orders and Positions Settings

Display OTE/MVO

Choose the currency to be used in OTE calculations. This setting applies only to the Orders and Reports Account Summary window and the title bar of the Orders and Report window. Other controls and windows use US dollars for open trade equity, unrealized profit/loss, market value of options, and profit/loss.

Also select the interval for updating OTE, margin excess, and total purchasing power values. Options are 5, 10, 15, and 30. Default is 10.

Display total OTE+P/L

Select this check box to display OTE & P/L on the title bar. In this image, it's displayed as a percentage of account summary, rather than as a currency value:

Account UA Trading (: 070707) - OTE+P/L: 2.80%
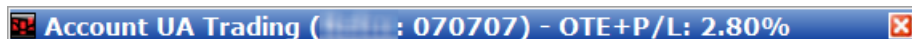
Enable liquidate and reverse buttons

Select this check box to include the **X** and **R** buttons on the **Opens Positions** window.

				Symbol ▲	Long	Short	Currency	Price
	⊕	X	R	CLEN2	5		USD	8520
	⊕	X	R	CLEN2		16	USD	9835
	⊕	X	R	CLEQ2	8		USD	9821
	⊕	X	R	DDM2	15		EUR	65885
	⊕	X	R	ENQM2	95		USD	263150
	⊕	X	R	ENQM2		38	USD	259756

Order Comments

Choose to allow order comments. Learn about entering orders with comments.

Quote Display

Choose whether to include net change, total traded volume, or both on the Quote Board:

	EPU2	ENQM2	CLEN2	HOEN2	TYAU2	USAU2
O	127875	249025	8505	26766	133260	150110
H	130400	254325	8627	26940	134005	150200
L	127650	248700	8487	26732	133045	148160
L	129875 ▲	253150 ▲	8498 ▽	26750 ▲	133090 ▼	148250
Δ	+2025	+4275	+100	+414	-210	-1280
V	98385	211K	242K	42565	1.5M	498K

Units

Select this check box to trade in units rather than lots.

Click the **...** button to locate the xml conversion file you'll be using to define units.

Click the **View** button to open the conversion table. Note that this button is active only if a valid conversion table is selected and the **Enable** check box is selected.

Order Display Columns
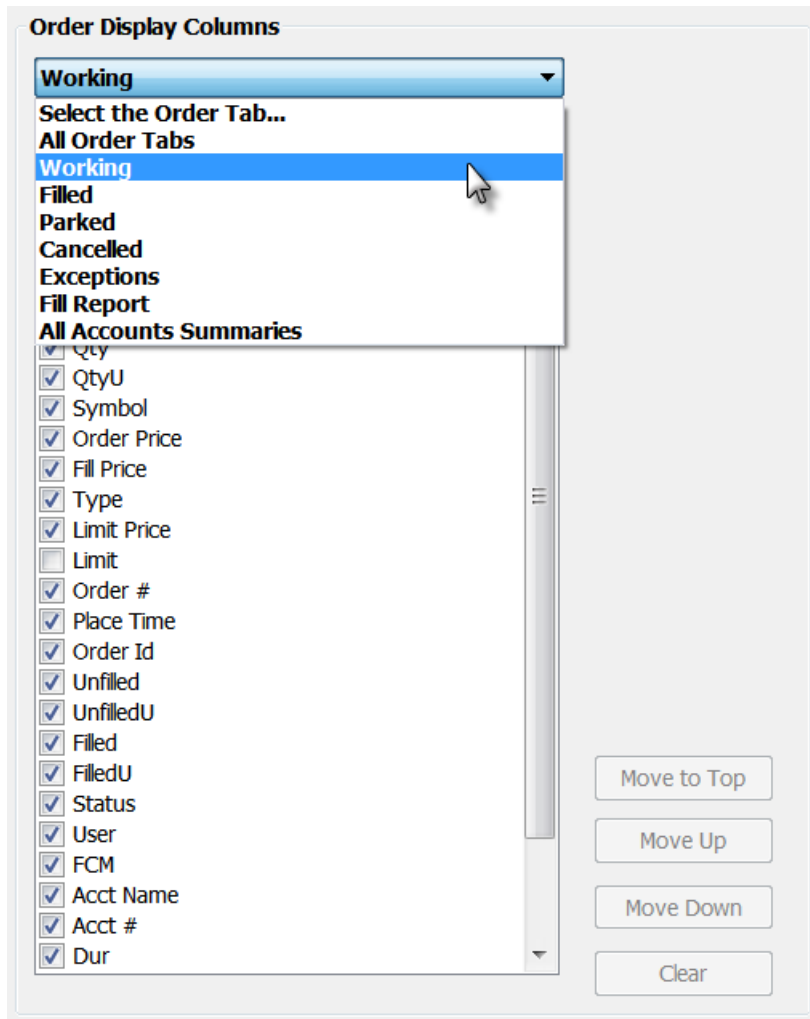
- From the drop down menu, select the order tab you want to customize.

- Select the check boxes for the columns you would like displayed.

- Unselect the check boxes for the columns you wish to remove. Use the **Clear** button to unselect them all.

- Use the **Move to Top**, **Move Up**, and **Move Down** buttons to change the order of the columns.

Setting Order Placement Preferences

These settings allows to you choose whether to use the DOMTrader or the Order Ticket for order placement, which columns and buttons to display on the trading applications, and which order placement methods should be enabled. You can also choose the price scale behavior for DOMTrader and font size for the Order Ticket.

DOMTrader or Order Ticket
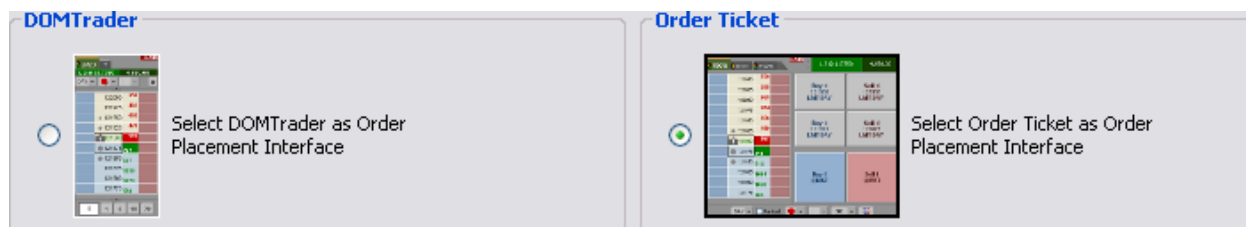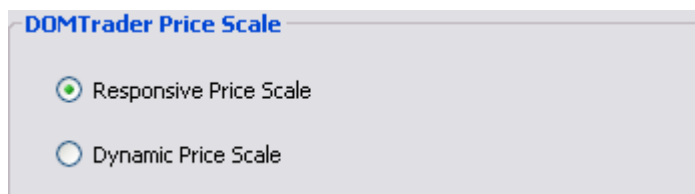
Click the button for either DOMTrader or Order Ticket to choose which is displayed in CQG Trader.

DOMTrader or Order Ticket Columns
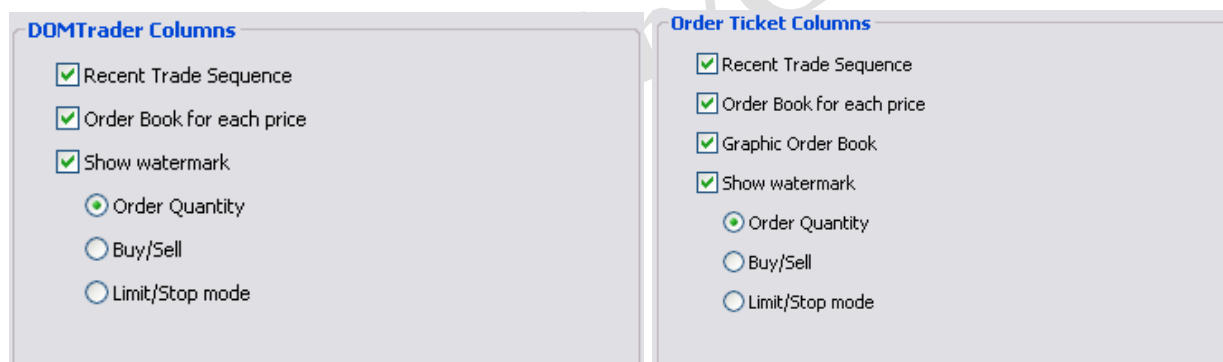
Select or unselect the check boxes to choose the columns that are included on the DOMTrader or Order Ticket.

DOMTrader Price Scale

For a dynamic price scale, select the **Dynamic Price scale button**. The current price stays centered on the DOMTrader window.

Split Market Tool
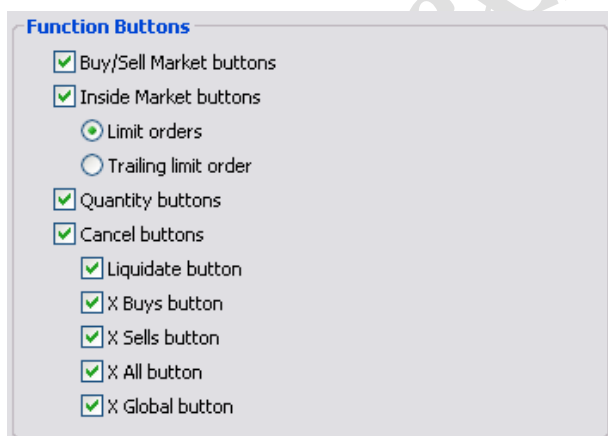
This tool is on by default. To remove the Split Market tool from the display, unselect the check box.

Learn more about the Split Market tool

Function Buttons

Select the check boxes to choose the buttons to include on the DOMTrader or Order Ticket.

DOMTrader: Order Ticket:

DOMTrader Order Placement Methods
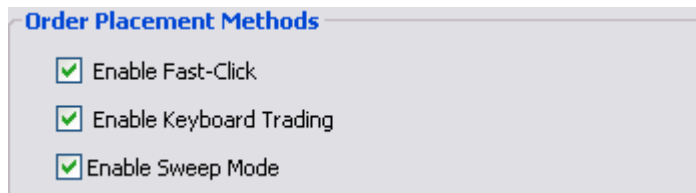
Select or unselect the check boxes to enable Fast-Click, keyboard trading, and sweep mode.

Order Ticket Font Size
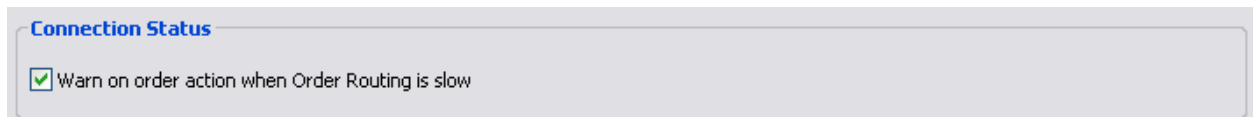
Select **Small**, **Medium**, or **Large** font size.

Setting Notification Preferences

These settings allow you to control whether and how you are notified of connection issues and order-related actions (fills, acknowledgements, rejects). You can also set specialized notifications, such as warning of potential cross trades, warning of actions that apply to multiple orders and positions, and prompting for order cancellation when you log off.
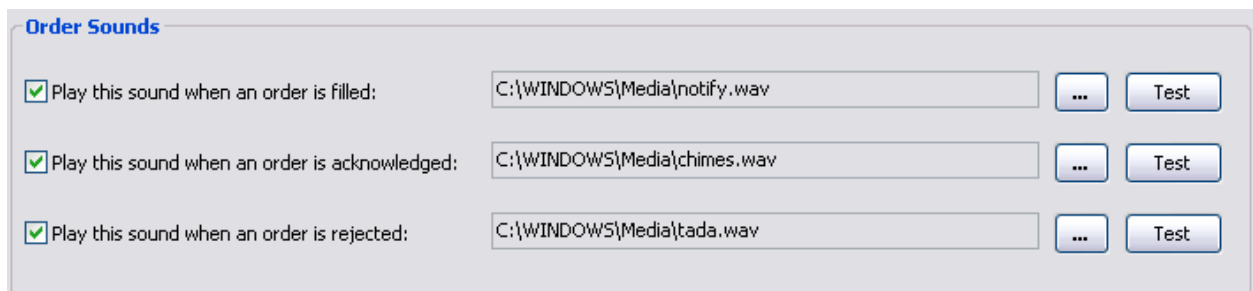
Connection Status

Select this check box to be notified when order routing is slow.
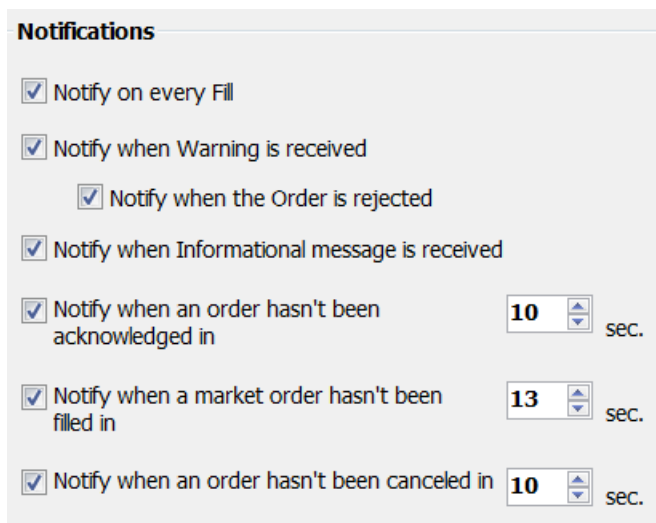
Order Sounds

Select these check boxes to play a sound when an order is filled, when an order is acknowledged, and when an order is rejected. Click the browse button (...) to search and select a sound file to play. Click the **Test** button to hear the sound.

Notifications
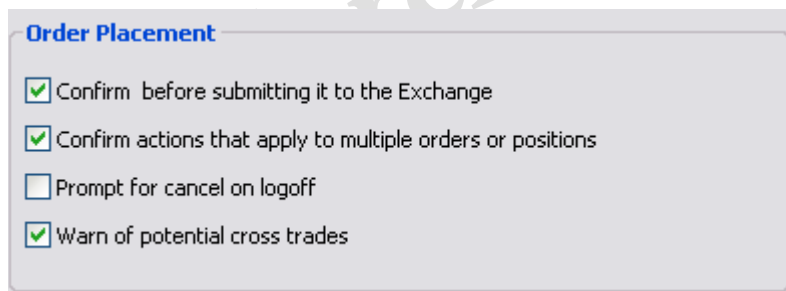
Select these check boxes to be notified of every fill, when a warning is received, when an order is rejected, and when an information message is received.

You also be alerted of delays in order actions: order acknowledgement, market order fill, and order cancellation. These check boxes are selected by default. You can enter a second value between 1 and 99. A delay in acknowledgement can occur either before or at the exchange; the notification alerts you to which has occurred.

Order Placement

Select the messages you want to receive when you place orders.

When cross trade checkbox is selected, you receive a warning when placing orders that might match another order placed from one of your accounts.

Purchasing Power

Purchasing power is displayed on the [Account Summary](#) pane. It is the sum of total margin value, OTE, and MVO.

Select the first check box, **Enable automatic Purchasing Power update**, to allow the system to automatically update purchasing power, margin excess, and total margins values. Automatic updates occur only if the **Account Summary** window is active. The values are updated when you switch to the Account window from another window; when a fill, fill busted, or fill cancelled transaction occurs; when a day statement environment change occurs; when a current balance environment change occurs; and when the quantity of working orders changes.

Select the second check box, **Enable manual Purchasing Power update**, to allow manual updates. To manually update the values, click the **Account Summary** tab.

Select the third check box, **Highlight Margin Excess if less than**, to highlight margin excess when it is some percent (1-100) of the net liquidity value or as a minimum currency value. This check box is active only if manual updates are enabled. The default is on with a value of 10% of NLV.

Using Key Action Help

There are two profiles for Key Action Help: **CQG Trader Defaults** and **CQG Updated**. Switch between the profiles using the menu at the bottom left of the page.

Defaults are the keyboard shortcuts you've been using. The newer updated shortcuts differ in these areas:

CQG Trader Defaults

With a Working Order selected:	
Select another Working Order	Up/Down Arrows
Cancel the selected Order	Delete
Activate the selected Buy Order	Left Arrow
Activate the selected Sell Order	Right Arrow
View selected Order details	Spacebar
Dismiss selected Order details	Spacebar or Esc
Return to 'Market Order Mode'	Home
With a Working Order active:	
Modify the Order size	Numeric Keys
Modify the Order price	Up/Down Arrows
Submit the modified Order	Enter or Right/Left Arrows (Order side arrow key)
Discard the Order modifications	Esc or Right/Left Arrows (Opposite side arrow key)
Cancel the active Order	Delete
View active Order details	Spacebar
Dismiss active Order details	Spacebar or Esc
Return to 'Market Order Mode'	Home

CQG Updated

With a Working Order selected:	
Select another Working Order	Alt + Up/Down Arrows
Cancel the selected Order	Delete
View selected Order details	Spacebar
Dismiss selected Order details	Spacebar or Esc
Modify the Order size	Numeric Keys
Modify the Order price	Up/Down Arrows
Submit the modified Order	Enter or Right/Left Arrows (Order side arrow key)
Discard the Order modifications	Esc or Right/Left Arrows (Opposite side arrow key)
Return to price selection	Esc
Return to 'Market Order Mode'	Home

Getting Started

Before you begin trading, it helps to know how to enter symbols and choose accounts. You should also familiarize yourself with order types, order sizes, and DOMTrader modes.

Traders working with units rather than lots will find details about configuring the xml conversion file and other information about units trading.

Entering Symbols in CQG Trader

You can enter futures, exchange-traded spreads, currencies, options, and equities in CQG Trader.

Entering futures

The format for futures is: F.<symbol><month code><year>

Month codes:

F	January	N	July
G	February	Q	August
H	March	U	September
J	April	V	October
K	May	X	November
M	June	Z	December

For currently traded (non-expired) contracts, the lead digit of the year can be omitted, e.g. USAZ11.

Example: SPU11 = September 2011 S&P 500 futures contract

For the most active futures contract, type the symbol and ?.

For the first non-expired futures contract, type the symbol and **?1**. For the second non-expired futures contract, type the symbol followed by ?2. For the seventh non-expired futures contract, type the symbol followed by ?7. Follow this pattern for all numbers.

Symbol entry connects with commodity symbols before contracts. Therefore, entering SF displays the lead month for Swiss Francs, rather than January soybeans. To get the soybean chart, you would need to type in the year (SF11, for example).

Entering exchange-traded spreads

Currently, CQG Trader supports eCBOT reduced tick spreads only.

A calendar spread is a simultaneous buy and sell orders for the same commodity with different delivery months. Reduced tick spreads are a version of the calendar spread has a smaller minimum tick size movement than that available in other strategies or outright markets.

The format for reduced tick calendar spreads is: **<symbol root><R><strategy leg gap><month><year>**

The strategy leg gap = 1, 2, 3, 4, 5, 6, or 12 or by demand.

Example: US 5-Year Treasury Note: FVAR1V11 (represents FVAV11-FVAX11).

Entering currencies

The format for cash, currencies, indices, and reports is: **X.<symbol>**

Example: X.FXEURUSD = Euro/USA

Entering options

The format for options on futures is: **C.<symbol><month code><year><strike price>** for calls and or **P.<symbol><month code><year><strike price>** for puts.

The strike price is 2-5 digits.

Example: C.SPZ111500 = December 2011 1500 call on the S&P 500 futures contract.

An alternate format is C.<symbol>_<month code><year>.<strike price> for calls and with P. for puts.

Example: C.SP_U11.1500 = September 2011 1500 call on the S&P 500 futures contract.

For **at the money for the nearby month**, type C. or P., the symbol, and ?.

For **at the money for some other month**, type **C.** or **P.**, the symbol, the month, the year, and ? and then press CTRL+ENTER.

For **strikes for the most active month**, type **C.** or **P.** and the symbol and **?** and then press CTRL+ENTER.

On Options windows, you can enter the symbol only.

On the Quote SpreadSheet, you can enter C.<symbol><month code><year> for calls and with a P. for puts, and then press CTRL+ENTER to view data for a series of one option class.

Example: C.SPUZ = All September S&P 500 futures contracts.

Entering stocks

The format for stocks is: **S.<symbol>**

Example: S.MSFT = Microsoft

Selecting an Account

The Account Selector allows you to move between accounts quickly and easily for order placement.
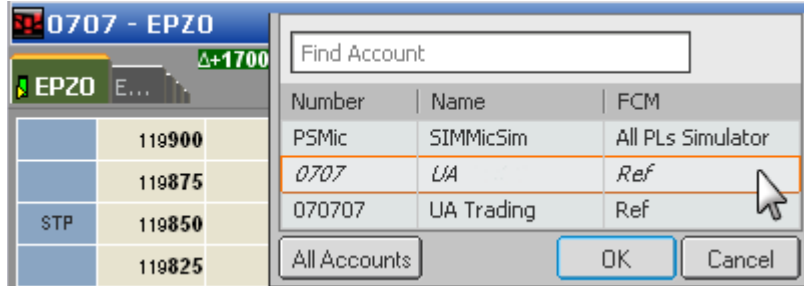
To change accounts

1. Right-click the title bar of the trading window or press **F5**. The **Account Selector** opens.

   The account in italics is the active account. Accounts that are not available are not enabled.

   When the Account Selector opens, the cursor focus is in the **Find Account** field.

2. Start typing the name of the account in the **Find Account** field. Matching names are highlighted character by character.

   You can type any part of the account name to search. For instance, if you know the account you want has an "m" in it, then type "m" and all accounts with an "m" in the name are displayed.

   If you have more than ten accounts, click the **All Accounts** button to see the remainder of the list.

3. To select an account, either:

- double-click the account;

- use the up and down arrows to move up and down the list of accounts and **ENTER** to select the account; or

- click an account and then click the **OK** button.

To manage the Account Selector list

To change the order of accounts on the Account Selector, drag and drop the account.

To sort all accounts

You can sort all accounts by **Top 10**, **Number**, **FCM**, and **Name**.

- Click the column heading once to sort in ascending order. The arrow points up.

- Click the column heading twice to sort in descending order. The arrow points down.

Order Types and Durations

Order Types

Type	Description
Bracket	A bracket order is a type of order-places-order (OPO) where filling an order triggers a profit target order and a stop loss order OCO.
DOM-Triggered Stop	A market order that is triggered only when the inside market bid/ask quantity falls below the order's trigger level.
DOM-Triggered Stop Limit	A limit order that is triggered only when the inside market bid/ask quantity falls below the order's trigger level.
DOM-Triggered Trailing Stop	The DOM-triggered trailing stop combines the features of a DOM-triggered stop and a trailing stop. The stop is triggered when the market trades at the stop price and the resting volume in the order queue drops below a trader-set threshold. Then a market order is placed. The Sell DOM-triggered stop will automatically follow the market higher as the market advances, but not retrace if the market trades lower. The Buy DOM-triggered stop will automatically follow the market down as the market declines, but not move higher if the market trades up.
DOM-Triggered Trailing Stop Limit	The DOM-triggered trailing stop limit combines the features of a DOM-triggered stop limit and a trailing stop limit. The stop is triggered when the market trades at the stop price and the resting volume in the order queue drops below a trader-set threshold. Then a limit order is placed. The Sell DOM-triggered stop limit will automatically follow the market higher as the market advances, but not retrace if the market trades lower. The Buy DOM-triggered stop limit will automatically follow the market down as the market declines, but not move higher if the market trades up.
Iceberg	A limit day order that has both a total quantity and a display quantity that is shown publicly on the order book.
Limit	An order at a specified price.
Market	An order at the best available current price.
Order-Cancels-Order	An OCO is a multi-part order. If one part of the order is executed, then all other parts are cancelled.
Stop	A market order that is triggered when the stop price is hit.

Type	Description
Stop Limit	A limit order that is triggered when the stop price is hit.
Trailing Limit	An order that tracks the market and automatically adjusts its price level position in the exchange's order book. For a buy order, as the best bid/offer/trade (depending on your settings) moves up, your order moves up with it based on the trailing offset. When the best bid/trade/offer trade moves down, your order holds. When the best bid/offer/trade matches your order price, the order executes.
Trailing Stop	Trailing stop orders adjust their trigger price in concert to the direction of the market on a tick-by-tick basis, initially trailing the market with the same distance to the market price when the order is first placed. The trigger price of a trailing sell stop order automatically steps higher with the market for each up tick, but does not step lower.
Trailing Stop Limit	An order that adjusts its trigger price in concert to the direction of the market on a tick-by-tick basis, initially trailing the market with the same distance to the market price when the order is first placed. The trigger price of a trailing sell stop order automatically steps higher with the market for each up tick, but does not step lower.

Durations

Time in Force	Description
Day	Day orders are cancelled at the end of the trading day.
Fill and Kill	FAK orders require that any remaining quantity after a partial fill be cancelled.
Fill or Kill	FOK orders require that the entire quantity be executed immediately or the order is cancelled.
Good-till-Cancelled	GTC orders are left open until canceled by the trader.
Good-till-Date	GTD orders are left open until the close of the exchange's trading session on the date the trader specifies.

Size Abbreviations

DOMTrader quantities, order sizes, and positions are abbreviated using:

- K= thousand

- M = million

- B = billion

Any necessary rounding is done according to standard mathematical principles. The DOMTrader and Order Ticket display balloons with the full quantity if you hover the cursor over the value.

DOMTrader and position quantity is abbreviated to its maximum length of three digits if it is more than 5 digits.

> For example:
>
> 76,163,344 becomes 76.2M
>
> 6,103,344 becomes 6.1M
>
> 120,345 becomes 120K
>
> 23,345 stays 23,345

Order size, including iceberg display quantity, is abbreviated to its maximum length of four digits.

> For example:
>
> 76,100,000 becomes 76M
>
> 10,000 becomes 10K
>
> 123,400 becomes 123K
>
> 1000 stays 1000

You are able to use these new abbreviations when you enter order size. Overflow, meaning when the quantity is too large to be displayed, is identified using the plus sign. For example, values over 2,147,483,647 are represented as "2b+".

These abbreviations do not apply to batch orders.

Please note that manual fills are designated with lowercase m and not uppercase M.

DOMTrader Modes

It is important to pay attention to the mode your DOMTrader is in before you place an order, as it affects how an order is filled.

To place orders

When DOMTrader is in **Market** mode, the cursor moves up or down as the market moves up and down in a liquid market. If you were to press the right or left arrow to place an order, that order would be a market order.

If you click a price in the price column, the DOMTrader shifts to **Place Order** mode. If you were to press the right or left arrow to place an order, that order would be a limit or stop order.

To move from order to order

If you press **CTRL**, the DOMTrader shifts to **Browse Order** mode. Notice that the cells with orders are highlighted. Use the up and down arrows to move from one working order to the next. Press the space bar to see order details. To close the order details window, move the mouse.

To modify orders

In Browse Order mode, you can modify the price and quantity. To change the quantity, type a new quantity and **ENTER**. To change the price, move the order up or down the ladder using the arrow buttons, then **ENTER**. In this image, we are changing both the quantity and price:
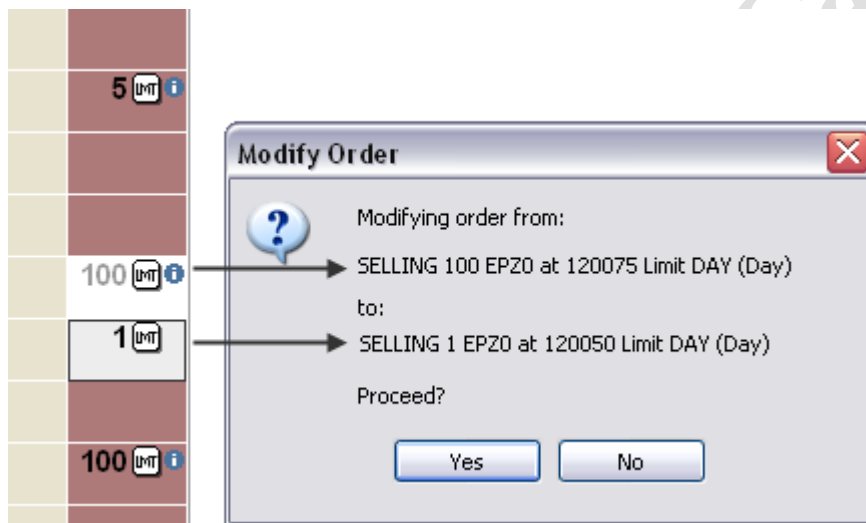
Trading Units Versus Lots

Trading in units is similar to trading in lots. The difference is that you can place large orders in lots as one order in units.

For example:

<unit commodity="F.EP" lotsInUnit="10"/>

In this case, placing an order for 1 unit is the same as placing an order for ten lots.

To trade in units, you first need to enable units trading and upload an xml conversion file.

Please note that unit trading must be enabled and the conversion file must be valid in order for unit trading components to be active on order entry and management windows.

Formatting Conversion Files

The conversion file that maps units to commodities should be formatted in this way:

```
<?xml version="1.0" encoding="utf-8"?>

<units>

<unit commodity="string commodity name 1" lotsInUnit="integer number"/>

<unit commodity="string commodity name N" lotsInUnit ="integer
number"/>

</units>
```

`unit commodity` = commodity name with an optional instrument prefix

`lotsInUnit` = number of lots in single unit, between 1 and 2,147,483,647

If only one type of option is defined in the conversion file, the opposite type is added automatically and given the same value. For example: if the file defines only C.EP with rate 10, P.EP with rate 10 is added. Otherwise, each conversion rate is independent.

Possible error types:

- If the xml file is not accessible, you receive a message stating that file access is denied or the file is not found. In that case, trading in units for all commodities is disabled.

- If the xml file has an invalid XML structure, you receive a message asking you to correct the errors. In that case, trading in units for all commodities is disabled and previous conversion information is cleared from the **Unit Sizes** window.

- If the xml file has empty commodity names, you receive a message asking you to correct the errors.

- If the xml file has invalid ratio values, you receive a message asking you to correct the errors. In that case trading in units for these commodities is disabled.

- If commodities are duplicated, then the first in the list is used, and you receive a message with a list of duplicated commodities.

- If commodity names are invalid (for example, containing more than a prefix and symbol), you are notified of the invalid names.

In the case of an error, the field is highlighted in red:
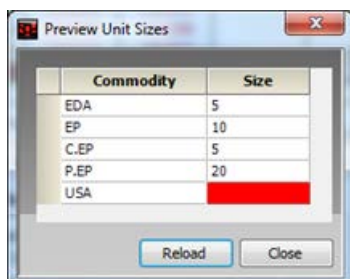
Save this sample xml file to your machine as a way to get started creating your own conversion file.

Viewing Unit Size Data

The data in the conversion file can be reviewed on the **Unit Sizes** window.

To open the window, click **View** on the Application_Name toolbar, and then click **View Unit Sizes**. Please note that this image is only an example of the type of data you'll see.
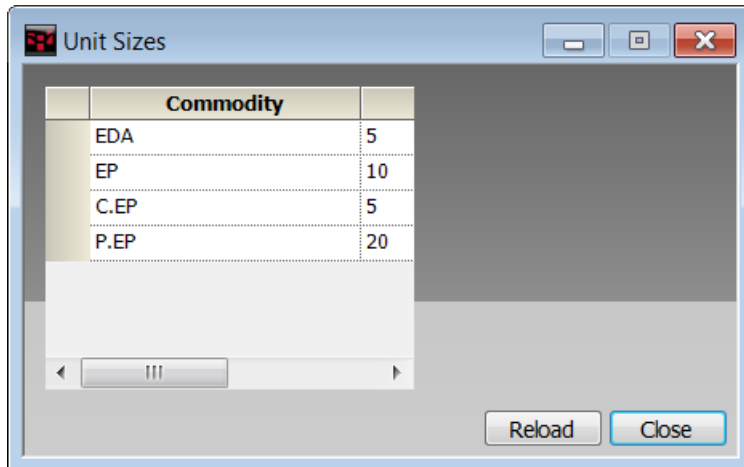
The **Commodity** column displays the commodity name or the commodity name with instrument prefixes. Unit sizes are sorted by commodity name. Futures are displayed without a prefix, while all other commodity types include prefixes. For example, C.EP.

The **Size** column indicates how many lots are in a single unit. If a conversion rate is either incorrect or undefined, the size field is blank and highlighted in red.

Click the **Reload** button to update the information from an updated xml conversion file. This button is active only if trading in units is enabled in preferences.

The **Unit Sizes** window is separate from the Application_Name window, so it can be viewed outside of the application window.

Reloading Conversion Files

The system automatically recognizes that an updated conversion file has been saved and prompts you to reload the file:
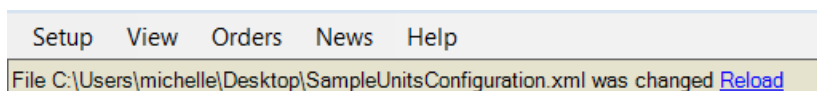
The file is also reloaded when:

- you reattach the file using the browse button on the Display Configuration preferences window;
- when Application_Name is restarted; and
- when you click the **Reload** button on the **Unit Sizes** window.

Entering Orders

CQG Trader offers two trading applications, the DOMTrader and the Order Ticket, both of which offer several effective and convenient ways to place and manage orders.

It also offers a comprehensive list of order types and times in force that allow you to dictate the life of the order and provide handling instructions.

You have a choice about whether to be notified of various order actions. Go to Notifications preferences to make those choices.

Order Action Confirmations

If you have chosen to confirm orders before they are submitted to the exchange, then expect messages such as:
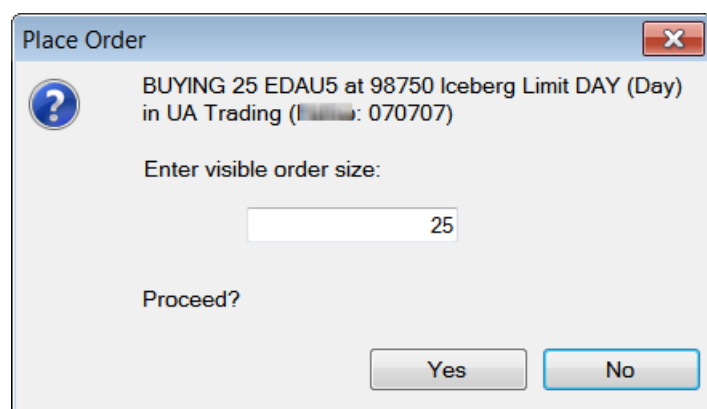
For units trading, the message looks something like this:
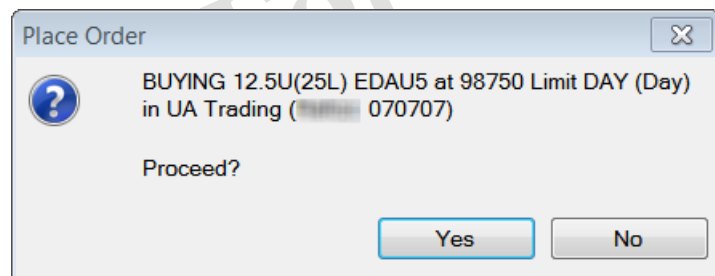
Placing Orders on the Order Ticket

There are three ways to place an order from the Order Ticket window: using the Buy/Sell buttons, using the Order Entry field, and using the HeadsUp Display.

To enter an order with the buy and sell buttons

Place orders at the market, with a limit price, or for best bid or offer.

1. Select your order type and quantity.

2. Click your desired price to populate the buttons with that price. You can also use your keyboard to select a price.

3. Click the **Buy** or **Sell** button for the type of order you want to place. For market orders, click a **Buy @ MKT** button.

If the price is below the market, the Order Ticket displays one standard buy limit button and stop and limit sell buttons.

If the price is above the market, the Order Ticket displays one standard sell limit button and stop and limit buy buttons, as seen in the example above.

To enter an order with the order entry field

1. Either click in the Order Entry field.

2. Enter the order details, like this:

| Order Entry: | 070707 b 3 ep 125400 stp day | | Submit |

The **Submit** button remains grayed out until the order can be submitted. Red text indicates an error. If you click or tab out of the field, then the entry is cleared.

3. Click **Submit** or press **ENTER** to place your order.

You can also copy and paste an order by using **Ctrl-C** to copy and then **Ctrl-V** to paste.

Format and allowed values

Non-FIT orders should be entered in this format:

> **[FCM account number] [side] [size] [instrument] [price] [order type] [duration]**

Abbreviated versions (add space at end of entry to activate **Submit** button):

> **[FCM account number] [side] [size] [instrument]** = market order

> **[FCM account number] [side] [size] [instrument] [price]** = limit order

> **[FCM account number] [side] [size] [instrument] [price] [order type]** = day order

Order elements are separated by a space.

Allowed values:

> FCM account number = type the account number or type **#** to use the current account.

> Side = **B** or **S**.

> Instrument = Short or full name.

> Price = **M** for market or **@**[**price**] or [**price**] for limit.

> Type = **LMT**, **STOP**, **STL**, **TSTP**, or **TSTL**.

>> If **STL/TSTL**, then follow it with the price.

> Duration = **DAY**, **GTC**, or **GTD**.

>> If **GTD**, then follow it with the date in mm/dd/yyyy format. (GTD represents exchange trade date and not local date or UTC.)

If you enter a FIT instrument, then the format is:

> **[FCM account number] [side] [size] [instrument] [@price] [lmt] [aggressive flag] [duration]**

Allowed values:

> Aggressive flag = **AGGR** or **PASS**.

> Duration = **DAY**, **GTC**, **GTD**, **FAK**, or **FOK**. If **GTD**, then follow it with the date in mm/dd/yyyy format.

Entries are not case-sensitive.

Placing Orders on the DOMTrader

There are three ways to place an order from the DOMTrader: using the Buy/Sell buttons, using the mouse or keyboard, and using the HeadsUp display.

To enter an order by dragging and dropping a price

1. Set the order qualifiers and quantity for your order using the buttons on the DOMTrader.

2. Click and drag the price to the **Buy** or **Sell** column. The order details appear like this as you drag:

3. If you have notifications turned on, then you receive a confirmation message. Click **OK**. Your order is placed, and the order icons are displayed on the DOMTrader ladder, like this:

Note: The price of a working order does not necessarily correspond to the cursor position at the time of the action, because the market may change before the exchange receives the order.

To enter an order with fast-click

You can place orders in just one click if fast-click mode is activated in preferences.

Click the buy or sell column at the desired price level.

When you place an order using fast-click, the order type is indicated by the icon at the top-center of the window. When you press CTRL, the icon changes to indicate a new order type. A fast-click order uses that order type regardless of the side and price.

For example, suppose you have ICBG DAY set for order duration and DOM-Triggered Stop selected for stop management. If you place an order, the order is a DAY iceberg order. If you press CTRL while placing the order, the order is a DOM-Triggered Stop.

To place a fast-click order at the second default order size, click the middle mouse button.

To enter an order using the buy and sell buttons

Click the buy or sell button at the top of the DOMTrader to place an order.

To enter an order with the keyboard

The following button behavior is based on the default setting that buy is on the left side of the ladder and sell is on the right.

About DOMTrader modes

Market mode

To place a **buy market** order, press the ← (left arrow) key.

To place a **sell market** order, press the → (right arrow) key.

Place Order mode

To place a **buy limit** order, press the ← (left arrow) key. Price must be less than or equal to market price.

To place a **sell limit** order, press the → (right arrow) key. Price must be greater than or equal to market price.

To place a **buy stop** order, press the ← (left arrow) key. Price must be greater than market price.

To place a **sell stop** order, press the → (right arrow) key. Price must be less than market price.

To place a **buy best offer** order, press Alt + ← (ALT+left arrow) key.

To place a **sell best offer** order, press Alt + → (ALT+right arrow) key.

CTRL toggles between the stop and stop limit order types. A DOM-Triggered Stop Limit becomes a DOM-Triggered Stop, a Trailing Stop becomes a Trailing Stop limit, etc. Here, the current order type is assumed to be stop:

To place a **buy stop limit** order, press Ctrl + ← (CTRL+left arrow) key. Price must be greater than market price.

To place a **sell stop limit** order, press Ctrl + → (CTRL+right arrow) key. Price must be less than market price.

ⓘ The price associated with the order placed does not necessarily correspond to the best bid or ask position at the time of action, as the market and DOM data may change before the exchange receives the order.

Quick reference DOMTrader order entry

Order Type	Using Keyboard	Using Mouse
buy market	left arrow	Click buy market button.
sell market	right arrow	Click sell market button.
buy limit	left arrow	Select price less than or equal to market and drag and drop it in buy column.
sell limit	right arrow	Select price greater than or equal to market and drag and drop it in sell column.
buy stop	left arrow	Select price greater than market and drag and drop it in the buy column.
sell stop	right arrow	Select price less than market and drag and drop it in the sell column.
buy stop limit	CTRL + left arrow	(Must use drag and drop.)
sell stop limit	CTRL + right arrow	(Must use drag and drop.)
buy best offer	ALT + left arrow	Drag and drop best offer price in the buy column.
sell best offer	ALT + right arrow	Drag and drop best offer price in the sell column.

To stack orders

You can place orders at the same side of the market, for the same price, and for the same commodity, but with different order types by creating a stacked order.

Drag and drop the orders in the same price field. You can also use the keyboard.

Double-click the stacked order icon to see the details for individual orders. You can also press [+] on your numeric keyboard. Pressing [-] closes the details.

In this image, there are three sell orders for total quantity of 65:

Entering Orders Using HeadsUp

The HeadsUp display is the same on both the DOMTrader and the Order Ticket.
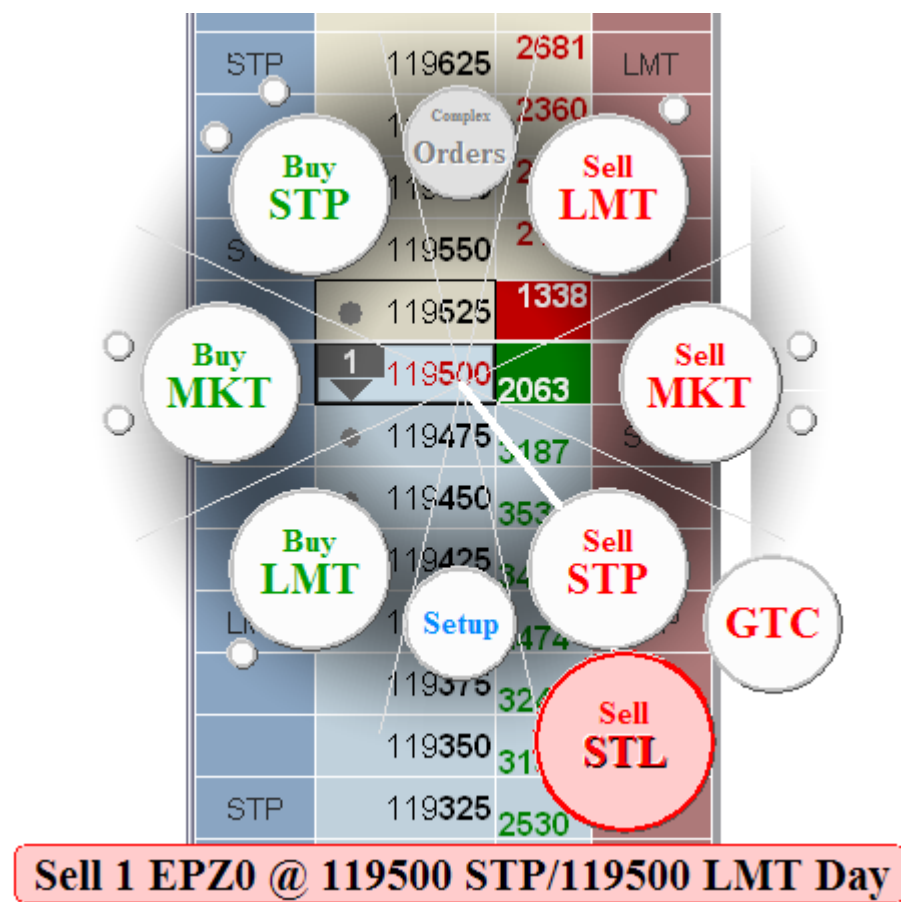
1. Right-click the price. HeadsUp is displayed as long as you continue to press the mouse button.
2. Drag the cursor to the circle that identifies the type of order you wish to place. If there are additional options for that order type, smaller circles are displayed.
3. Release the mouse button. The order is placed.

Entering Orders with Comments

You can add a comment to an order when you enter the order using keyboard order entry on the Order Ticket or when you confirm the order.

Go to Setup > Preferences > Display Configuration and select Enable order comments.

To add a comment with keyboard order entry

Type // after the order followed by the comment text, like these:

Notice the comment on the working order information:

To add a comment on the order confirmation window

In order to enter comments on this window, notifications must be turned on in preferences.
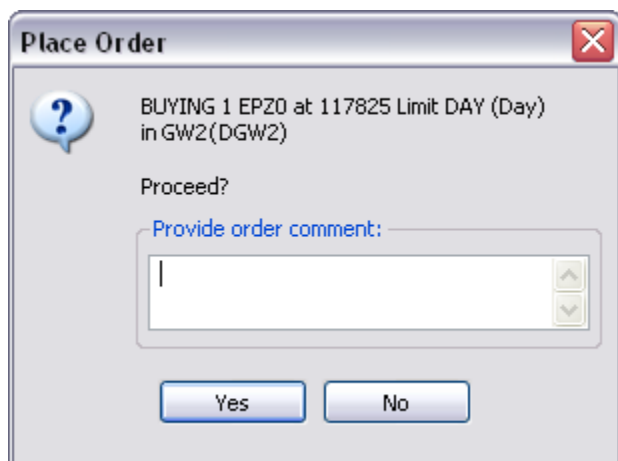
1. Type your comment.
2. Click **Yes**.

Entering Sweep Orders

You have the ability to place sweep orders on the DOMTrader. This feature allows traders to place an order with a quantity totaling the aggregated depth quantity.

Go to Setup > Preferences > Order Placement > Order Placement Methods to enable sweep orders.

To place a sweep order

1. Click a quantity in the DOM column and drag it to the appropriate order column.

   Before you release the mouse button, the order quantity and price are displayed like this:
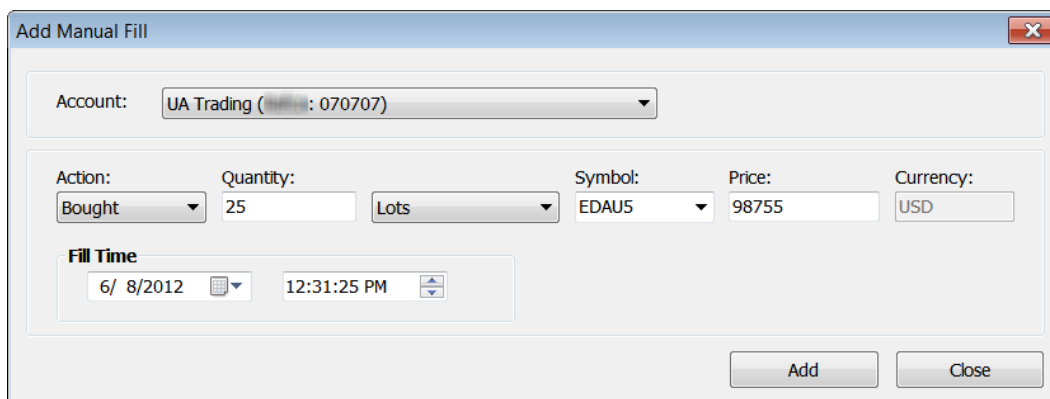
   Note that the quantity is equal to the aggregate bid or ask depth (662 = 116 + 206 + 115 + 149 + 76). The quantity continues to update as long as you do not release the mouse button.
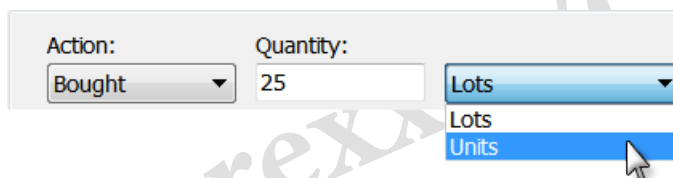
2. Release the mouse button. The order appears in the order column.

Entering Manual Fills

1. Click the **Manual Fills** button [✋]. It turns orange, like this: [✋].

2. Enter an order. The **Add Manual Fill** window opens populated with the order details.

3. Verify that the side, quantity, symbol, and price are accurate.

4. If you are trading in units, select **Units**.

5. Enter the fill time.

6. Click the **Add** button. Manually filled orders are displayed on the Orders and Reports window.

In order to enter manual fills, go to **Setup** > **Preferences** > **Order & Position Settings** and select the **Enable Manual Fills** check box.

Entering Order-Cancels Order (OCO) Orders

1. On the special orders menu, verify that OCO is selected.

2. Click the **OCO** button. It turns orange. To exit OCO mode before placing an order, right-click the button.

3. Enter the first order. Notice that order details indicate the compound order has not been submitted:
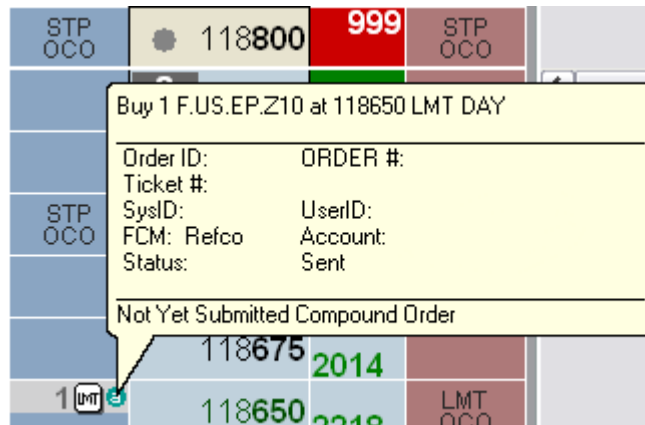
4. Enter the second order.

5. Continue to place orders for each part of the desired OCO.

6. Click the **OCO** button. You receive an order confirmation message for each of the orders and for the OCO.

Upon execution of one of the orders, the other order(s) are cancelled automatically.

To add an order to an existing OCO or to create an OCO from existing orders, use the Order & Report pane.

Entering Bracket Orders

A bracket order is a multiple leg order-places-order (OPO). The first leg is an order with any regular order type (main leg). The second leg has two legs. The first leg is a limit or iceberg target order (profit leg) and the second leg is a stop order (loss leg).

Filling or partially filling the main leg triggers an OCO of the second leg, which has two legs itself - a profit leg and a stop loss leg. If one of those orders is filled, then the other order is cancelled. The main order cannot be an OCO, but bracket orders can be legs of an OCO.

For example, you place a buy bracket order for the E-Mini S&P 500 at 1450.00. You confirm that you want to make an 8-tick profit and suffer no more than a 5-tick loss. Once the buy order is filled or partially filled, a limit offer to sell at 1452.00 and a stop loss order at 1448.75 are placed. If one of those orders is filled, then the other order is automatically cancelled.

Bracket orders are active only when you are logged on to trade. When you log off, you receive a confirmation message (based on your preferences) alerting you that you have active bracket orders and giving you a chance to cancel those orders. If you do not cancel the orders, then the main order is treated as a regular order and the profit and loss legs are cancelled.

Must be enabled for symbol and account.

To place a bracket order

1. Click the **Special Orders** button drop down arrow and select **BRKT Bracket Mode**, like this:
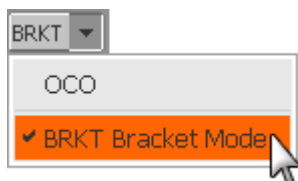
   Notice that order buttons and watermarks have brackets around them:

2. Place your order. A confirmation window opens.

3. If you are trading in units, change **Lots** to **Units**, if necessary. It is only necessary if you are enabled to trade in units, and you have not selected the **U** button.

4. Select ticks or currency for the target order's profit measurement with corresponding values.

5. Select **LMT**, **ICBG**, or **TLMT** for the target order's type.

6. Select the stop type for the Stop Loss. In our example, once the buy order is filled, two stop orders are triggered, one at an 8-tick profit (target order) and one at a 5-tick loss (stop loss order).

7. Click the **Place Bracket** button. The order looks like this in the Orders and Reports window:

To modify and cancel bracket orders

Modify and cancel bracket orders as you would for any orders on the DOMTrader or Order Ticket.

If you modify the main order price or quantity, then the profit and loss orders are modified accordingly. Main legs that are rejected, cancelled, or expire result in the same action on the profit and loss legs.

If you cancel the target profit order, then the stop order is cancelled and vice versa.

The profit and loss legs of the order are displayed on the Parked window until the main leg is filled or partially filled. If the main leg is partially filled, then the profit and loss legs are placed with the quantity of the partial fill. The open quantity becomes a new OPO with a new OCO (profit and loss) leg.

Once a working is filled or partially filled, then two orders are triggered on the other side of the market, one is stop order and one is a limit order.

The limit order indicates the profit you want to make and the stop order indicates the loss you are willing to take. Once on those orders is filled, the other is cancelled.

Entering Iceberg Orders

An iceberg order is a limit day or GTC order that has both a total quantity and a display quantity that is shown publicly on the order book. Only some exchanges support these orders.
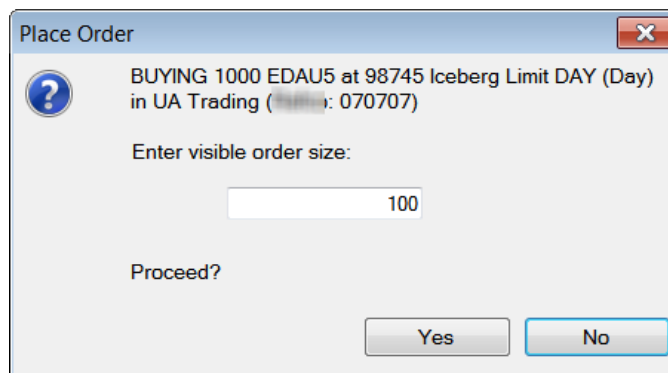
In order to trade iceberg orders, you must be enabled for symbol and account.
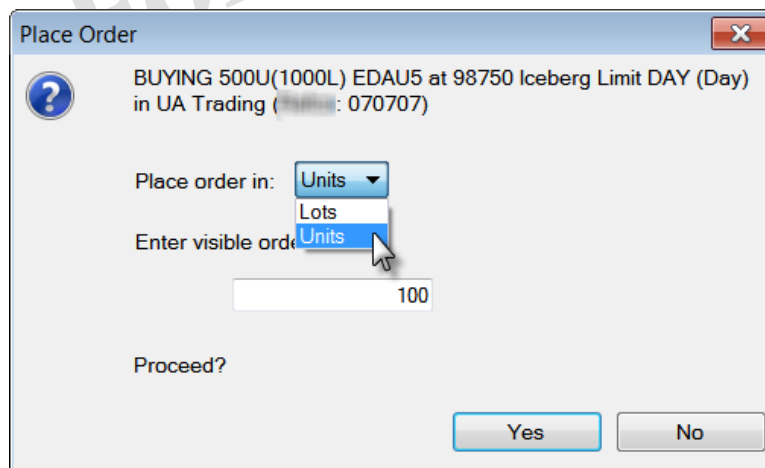
To place iceberg orders

1. Select **ICBG** from the duration drop down menu. The order type icon changes:

2. Place your order. This confirmation opens:

3. If you are trading in units, change **Lots** to **Units**, if necessary. It is only necessary if you are enabled to trade in units, and you have not selected the **U button**.

4. Select the quantity that you want displayed.

5. Click **Yes**. You see the total quantity, but only the visible quantity is reflected on the book. In these images, the total quantity is 1000, and the visible quantity is 100.

Entering DOM-Triggered Stop (DTS) Orders

A DTS order is any type of stop order that behaves like a stop order, but is not triggered until the bid/ask quantity falls below the order's trigger quantity (DOM threshold). All DTS orders are supported on all exchanges and are fully synthetic.
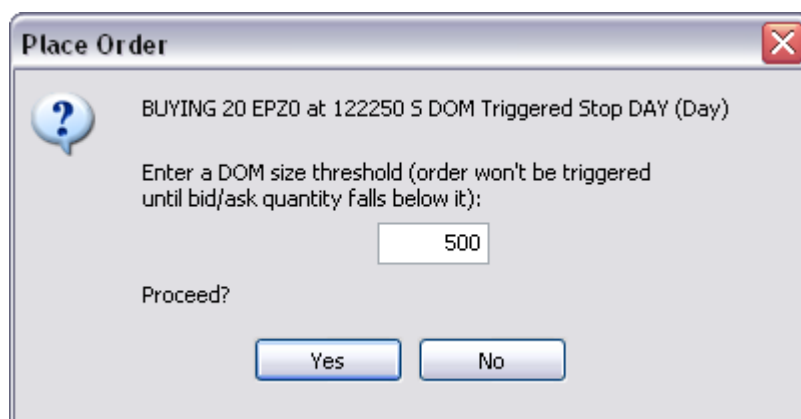
Must be enabled for symbol and account.

To place DTS orders

1. Select a DTS order type from the stop management drop down menu.
2. Press and hold the CTRL key. The order type icon changes:

3. Place your order. This confirmation opens:

4. Select the DOM size threshold.
5. Click **Yes**.

Entering Trailing Limit Orders

A trailing limit order tracks the market automatically adjusting its price level position in the exchange's order book.

For a buy order, as the best bid/offer/trade (depending on the smart order type settings) moves up, your order moves up with it based on the trailing offset. When the best bid/trade/offer trade moves down, your order holds. When the best bid/offer/trade matches your order price, the order executes.

For a sell order, as the best bid/offer/trade moves down, your order moves down with it.

For example, suppose a market bid is at 1433.00. You place a trailing limit bid at 1432.00, a trailing offset of 100. If the market bid moves up to 1434.50, then your order moves to 1433.50, always keeping a trailing offset of 100 when the bid is moving up. As the bid comes down, your order stays put. So, if the bid comes down to 1434.00, your order stays at 1433.50. If the bid comes down to 1433.50, your order is executed.

The goal is that the bid is at the front of the order queue automatically due to the speed of the gateway managing the order.
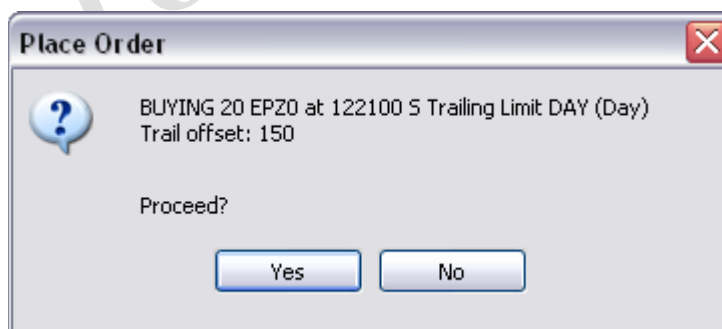
Must be enabled for symbol and account.

To place trailing limit orders

1. Select **Trailing Limit** from the trailing management drop down menu.

2. The order type icon changes:

TLMT

3. Place your order. This confirmation opens (depending on the notifications preferences):

   Notice the trail offset is 150 because the order is at 150 below market.

4. Click **Yes**.

Entering Batch Orders

The Batch Entry function allows you to create a text file on your computer containing one or more orders. When you upload the file, each order is verified and entered into our system as a parked order. You can upload a maximum of 1000 orders per submission. If your file contains more than 1000 lines, the file is rejected.

You can create the order file using a text editor or any software (word processor, spreadsheet, etc.) that save in plain text format.

Batch file formatting requirements

Each order must appear on a separate line in the file.

- A line consists of the following fields, which are separated by a comma:

    Account, buy/sell, quantity, contract [,call/put, strike, new/offset], orderttype [, price1] [, price 2] [,duration] [,gtd date]

- Fields enclosed in square brackets are optional, except that for options orders, the Call/Put, Strike Price, and New/Offset fields are required.

- Price 1 represents the Stop price for STP or STPLMT orders, Limit Price for LMT orders.

- Price 2 represents the Limit price for STPLMT orders.

- If not specified, duration defaults to Day. Other valid duration values are: **GTC** and **GTD**.

- **GTD** orders may be specified in either **mm/dd/yyyy** format **or** in **dd MON yyyy** format.

- Fields are not case-sensitive (for example, mkt is the same as MKT)

Batch Order Fields

- The Buy/Sell value can be **B, Buy, S,** or **Sell.**

- Contract is the contract code and month/year (for example, **USZ1**)

- Call/Put, Strike, New/Offset are required for options orders.

    - Call/Put is the Call/Put indicator (c for a call option, p for a Put option).

    - Strike is the Strike Price for the option.

    - New/Offset is the new/offset value (**n** for New, **o** for offset))

- OrderType is MKT, LMT, STP, or STPLMT.

- Price 1 and Price 2 are not present for all order types.

- Price 1 is the Stop Price for STP and STPLmt orders, or the Limit Price for LMT orders.

- Price 2 is the Limit Price for STPLMT orders.

- Price 1 and Price2 must be in the correct price format for the given contract. Price formats vary by contract. In any order entry window, the price format is described in the quote window below the close, bid/ask, and last prices. For example, C (CBT Corn) is shown with the last digit as quarters expressed in eighths (i.e. 0, 2, 4, 6).

To create a batch order file

For format instructions, click **Orders** on the menu bar, then **Batch Order Entry**.

1. Enter the orders into the file, separating fields with commas.
2. Save the file as Text Files (*.txt).

To upload a batch file of orders

1. Click **Orders** on the menu bar, then **Batch Order Entry**.
2. Enter the path and name of the file or click the **Browse** button to select the file using a dialog box.
3. If you would like your correct orders displayed, click the **Show correct orders** check box.
4. Click **Submit**.
5. If there are errors in your file, they are listed on the window. Click **Cancel**, and try again after correcting your .txt file.
6. If your orders are correct, click the **Commit** button. Your orders are processed and are displayed as appropriate on CQG Trader.

Managing Orders with DOMTrader and Order Ticket

You can modify order quantity and price, cancel working orders, and liquidate positions directly on the DOMTrader and Order Ticket.

Identifying Order Type Icons

The DOMTrader uses icons to help you keep track of orders, including:

	DOM-Triggered Stop
	DOM-Triggered Stop Limit
	DOM-Triggered Trailing Stop
	DOM-Triggered Trailing Stop Limit
	Iceberg
	Limit
	Stop
	Stop Limit
	Trailing Limit
	Trailing Stop
	Trailing Stop Limit

Viewing Order Status

Working orders are displayed on the DOMTrader, like this:

Hover your mouse over the blue information icon to see order details:

Icon	Type	Description
	Stacked	Stacked orders are multiple working orders (possibly of different types) placed on the same side of the market for the same price. Double-click the stacked order icon to see the details for individual orders. You can also press [+] on your numeric keyboard. Pressing [-] closes the details.

	Filled	An order changes its status to filled after the server receives notification from the exchange that the order has been filled. A filled order is visually represented by the quantity and a checkmark.
275 225F	Partially Filled	A partially filled order is a working order with only some of the requested quantity filled. This is visually represented by black quantity text for the working orders and gray text in parenthesis for the filled quantity.

Fill Report

When an order is filled, the **Fill Report** window opens.

This window provides order details: fill time, symbol, quantity, price, order number, order ID, account, and user by default.

Note that **BoughtU** and **SoldU** columns apply to units trading.

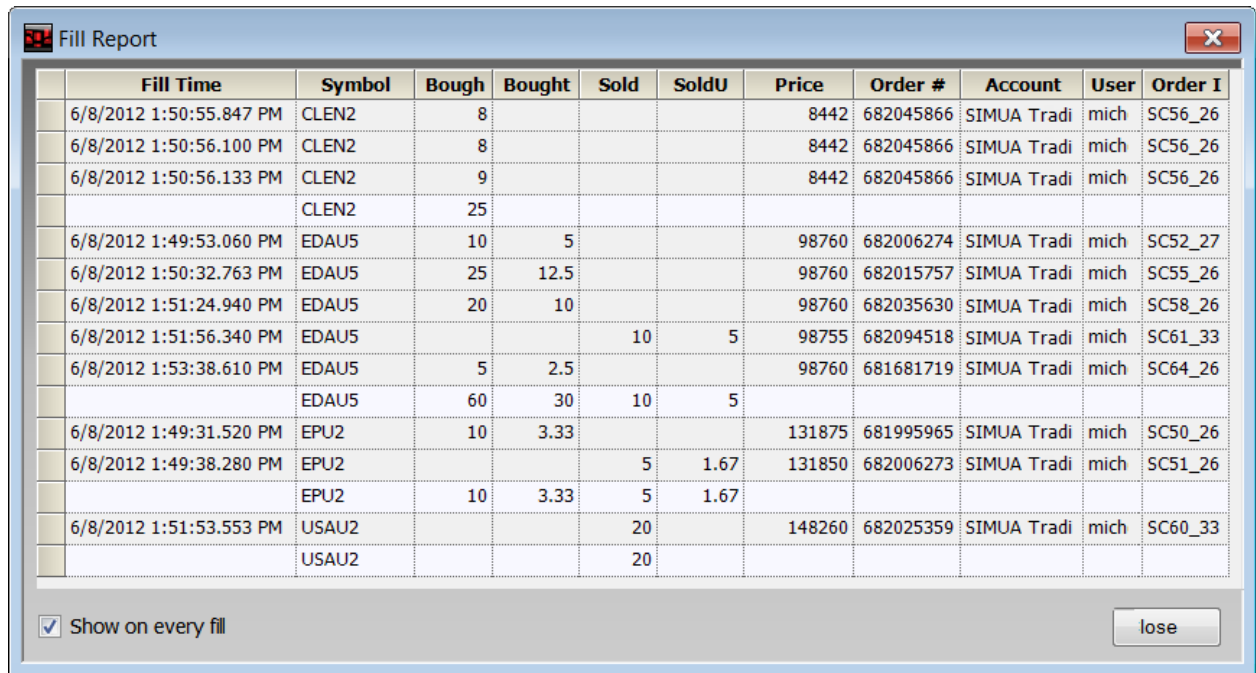|	Fill Time	Symbol	Bough	Bought	Sold	SoldU	Price	Order #	Account	User	Order I
	6/8/2012 1:50:55.847 PM	CLEN2	8				8442	682045866	SIMUA Tradi	mich	SC56_26
	6/8/2012 1:50:56.100 PM	CLEN2	8				8442	682045866	SIMUA Tradi	mich	SC56_26
	6/8/2012 1:50:56.133 PM	CLEN2	9				8442	682045866	SIMUA Tradi	mich	SC56_26
		CLEN2	25								
	6/8/2012 1:49:53.060 PM	EDAU5	10	5			98760	682006274	SIMUA Tradi	mich	SC52_27
	6/8/2012 1:50:32.763 PM	EDAU5	25	12.5			98760	682015757	SIMUA Tradi	mich	SC55_26
	6/8/2012 1:51:24.940 PM	EDAU5	20	10			98760	682035630	SIMUA Tradi	mich	SC58_26
	6/8/2012 1:51:56.340 PM	EDAU5			10	5	98755	682094518	SIMUA Tradi	mich	SC61_33
	6/8/2012 1:53:38.610 PM	EDAU5	5	2.5			98760	681681719	SIMUA Tradi	mich	SC64_26
		EDAU5	60	30	10	5					
	6/8/2012 1:49:31.520 PM	EPU2	10	3.33			131875	681995965	SIMUA Tradi	mich	SC50_26
	6/8/2012 1:49:38.280 PM	EPU2			5	1.67	131850	682006273	SIMUA Tradi	mich	SC51_26
		EPU2	10	3.33	5	1.67					
	6/8/2012 1:51:53.553 PM	USAU2			20		148260	682025359	SIMUA Tradi	mich	SC60_33
		USAU2			20						

☑ Show on every fill   lose

If you do not want to see this window for future fills, clear the **Show on every fill** check box on the **Fill Report** window or change Notification preferences.

You can customize the columns included in Order Display Column preferences.

Modifying Working Orders

You can change the quantity and price of an order in the same way using both the DOMTrader and the DOM area on the Order Ticket.

To change the quantity

1. Click the order in the **Buy** or **Sell** column.
2. Type a new quantity value or click a quantity button.
3. **ENTER**.

To change the price

1. Click the order in the **Buy** or **Sell** column.
2. Drag and drop it at a new price.
3. If prompted to confirm, click **OK** to apply the change.

Canceling Working Orders

You can cancel orders in the same ways on both the DOMTrader and Order Ticket.

To cancel an order using drag and drop

1. Select the working order cell.

2. Drag the order cell off the window. The order is displayed like this:

	214675		
STP	214650		LMT
	214625	**1**	5 🔳 ✕ 5 🔳
	214600		
LMT	214575		LMT

3. Drop the order.

To cancel an order using right-click

Right-click the working order or stack of working orders to delete them.

To cancel an order using the keyboard

1. Click the working order.

2. Press the delete key.

To cancel an order or all orders using the cancel buttons

The cancel buttons are at the bottom of the trading window.

- Click **X Buys** to cancel all buy orders for current symbol for this account.

- Click **X Sells** to cancel all sell orders for current symbol for this account.

- Click **X All** to cancel all orders for current symbol for this account.

- Click **X Global** to cancel all orders for all accounts

Go to **Setup** > **Preferences** > **Display Configuration** and select the **Enable liquidate and reverse buttons** check box to view the cancel buttons.

To liquidate multiple positions

Click **X All/Liq All** to cancel all orders and liquidate all positions for the current account.

Go to **Setup** > **Preferences** > **Display Configuration** and select **the Enable liquidate and reverse buttons** check box to view this button.
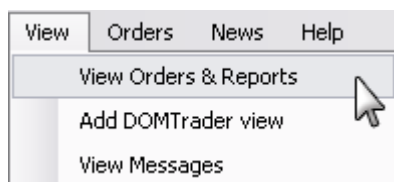
Orders and Reports

The Orders and Reports pane allows you to cancel, replace, and modify orders as well as view comprehensive order and position data.

There are three components to the Orders and Reports pane: the Working Orders window at the top and the Orders and Reports windows at the bottom. Use the tabs to move between the Orders and Reports windows.

Hiding the Orders and Reports Pane

If you would like to display only the trading window and the quote board, you can hide the Orders and Reports pane.

1. Click **View**.

2. Click **View Orders & Reports** to clear the flag.

Orders and Reports Components

The top of the window, the working orders pane, stays the same. The bottom of the window displays either order information (filled, parked, cancelled, and exceptions) or reports information (open positions, purchases and sales, and account summary).

You choose whether to view information for all symbols or for a particular symbol (based on the symbol in focus on your trading application):

Select the account or all accounts using the [Account Selector](#).

Working orders pane

This pane displays information for all open orders.

Select the **All Symbols** button to see details for orders for all symbols or select a **symbol** button to see details for orders that a particular symbol.

To cancel an order

To replace an order

To create an OCO

To combine orders into an OCO

Orders pane: filled orders

This window displays information for orders that have been filled.

Orders pane: parked orders

This window displays all orders that have been successfully committed, and have not been activated for execution.

[To cancel multiple orders](#)

[To activate a parked order](#)

Orders pane: cancelled orders

This window displays information for orders that have been cancelled.

Orders pane: exceptions

This window lists orders that were rejected by the FCM, the order execution system, or the Exchange.

Reports pane: open positions

This window displays the Open Trade Equity, Unrealized Profit/Loss (UPL), and Market Value of Options (MVO) for your open positions.

				Date	Symbol ⌂	Long	Short	Currency	Price	OTE	UPL	MVO
	⊞	X	R		EDAU1		1	USD	99210	462.50		
	⊞	X	R		ENQZ0		1714	USD	212463	252,845.00		
	⊞	X	R		EPZ0	1009		USD	119327	782,875.00		

Reports pane: purchases & sales

This window displays purchases and sales and a transaction log that tracks cash adjustments for the account.

		Date	Symbol ⌂	Long	Short	Currency	Price	Profit/Loss
	⊞		EPZ0	143	143	USD		56,375.00

Reports pane: account summary

This window displays balances of account-related categories.

	EUR	USD	Total (USD)
Margin Excess:			123,123,123,07
Account Balance:	0.00	123,123,123,	123,123,123,07
OTE/MVO:	0.00	0.00	0.00
Profit/Loss:	0.00	0.00	0.00
OTE/MVO & P/L:	0.00	0.00	0.00
Previous Day Balanc	0.00	123,123,123,	123,123,123,07
Collateral on Deposit	0.00	0.00	0.00
Net Liquidity Value:	0.00	123,123,123,	123,123,123,07
Total Margins Value:			0.00
Total Purchasing Po			123,123,123,07
Market Value of Opti	0.00	0.00	0.00
Unrealized Profit/Lo	0.00	0.00	0.00
Cash Excess:	0.00	0.00	0.00
Currency Rate:	1.4338	1.0000	N/A

Please note that if you have all accounts selected, then accounts are listed vertically, and the balances are listed horizontally. To show all accounts, right-click the Accounts pane title bar, and then select **All Accounts**:
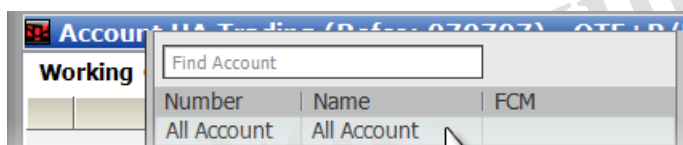
Margin Excess, Total Margins Value, and Total Purchasing Power rows are displayed if they are enabled in Notification preferences.

Depending on those preferences, these values can be updated automatically or manually (by clicking the **Account Summary** tab). Automatic updates occur only if the **Account Summary** window is active. The values are updated when you switch to the Account window from another window; when a fill, fill busted, or fill cancelled transaction occurs; when a day statement environment change occurs; when a current balance environment change occurs; and when the quantity of working orders changes.

Margin excess is the sum of collateral balance, OTE, and MVO minus total margin value. The value is displayed as N/A if OTE or MVO cannot be calculated. It is displayed in red if it is a negative value.

If the margin excess threshold is met, the row is highlighted in yellow. If you have more than one account displayed, then the header is highlighted. Hover the mouse over the margin excess field to open a tooltip.

Working with Columns

You can customize the columns that are displayed for the orders windows (working, filled, parked, cancelled, and exceptions).

Adding, removing, and moving columns

1. Choose **Setup > Preferences > Display Configuration.**

2. In the **Order Display Columns** box, select an option from the drop down list.

3. You can elect to apply your selections to a specific Order tab or to **All Order Tabs**.

4. Select the columns you want to display, or clear the check boxes of columns you do not want to see.

   If you are selecting columns for All Order Tabs, any column that was selected in one or more of the Orders tabs, but not in all of them, displays a gray check box. You can still select a column with a gray check box if you want to, and this setting affects all order tabs. This new setting overrides any settings you made on individual tabs.

5. Select the column name and click the **Clear** button or click the check box to clear it.

6. If the columns are not in the order you want to see them, use the **Move to Top**, **Move Up**, and **Move Down** keys to move the selected column up or down in the list.

7. Click **OK**.

Changing the column width

Click and drag the border between the column you want to change and either column next to it to resize a column.

The Orders tab is divided into two sections with a splitter between them, so the Working Orders are always visible. You can drag the splitter to make the Working Orders list taller, or to expand the section below it that contains Filled, Parked, Canceled and Exception tabs. Each of these tabs display the same columns: Buy/Sell, Quantity (Qty), Symbol, Order Price, Type, Limit Price, Limit, Place Time, Order ID, Order #, Unfilled, Status, User, Sys ID, FCM Account, Filled, Fill Price, and Duration.

When the Orders tab is visible, the notifications are enabled for the non-working orders. When the Reports tab is selected, the notifications are enabled for the report. Working Orders always has notifications enabled.

To sort by a column

1. Click a column heading. The sort indicator triangle reflects the current sort order.

2. To change the order, click the column heading again. The sort indicator triangle switches to the opposite direction, and the items in the list are re-sorted.

You cannot sort by all columns.

Exporting data

The data in the **Orders and Reports** pane can be exported to another application (for example, to Microsoft Excel) using standard Windows cut and paste functionality.

Working with Units

If you are trading with units, then **QtyU**, **UnfilledU** and **FilledU** columns are added to the orders pane:

Qty	QtyU	Unfilled	UnfilledU	Filled	FilledU
25	12.5	25	12.5	0	0

These columns display the size of the order in units according to the specified conversion rate. You can remove these columns in Order Display Column preferences.

On the working orders window, you can edit the order size in column, **QtyU**.

Information about orders includes units:

Two columns, **LongU** and **ShortU**, are added to the **Open Positions** and **Purchases & Sales** windows.

Managing Orders and Positions

In addition to using the trading applications to manage orders, you can also use the Orders and Reports window to modify and cancel orders.

Modifying and Canceling Orders

The Orders and Reports window provides all of the functionality you need to fully manage your orders and positions. On the Working Orders window, you can cancel an order, change an order to a market order, create an OCO from an existing order, change the order size, and change the order price.

Cancel, Replace, Market, OCO

Note: A stop limit order can only be replaced with another stop limit order.

To cancel an order

1. Click the **Working Orders** tab to display open orders.
2. Click the **CXL** button to cancel a working order.

To activate a parked order

1. Click the **Parked** tab to display parked orders.
2. Click the **ACT** button.

You can also Activate All, Activate All Buys, and Activate All Sells.

To cancel multiple parked orders

1. Click the **Parked** tab to display parked orders.
2. Click the **Cancel All** button.

To replace an order

1. Click the **Working Orders** tab to display open orders.
2. Select the order to be replaced.
3. Click the order. The selected order is underlined.
4. Select the element to be changed.
5. Make the desired changes. These changes appear in red and the **RPL** button becomes active.
6. Click the **RPL** button. A confirmation appears if you have selected the **Confirm orders before placing checkbox** in the **Trading Preferences** dialog.
7. Click **OK**.

To combine existing orders into a single OCO

1. Click the **Working Orders** tab to display open orders.
2. Click the **OCO** button for the first order you wish to combine. The button becomes orange.
3. Click the **OCO** button for the next order you wish to combine. Repeat this step for each order you wish to be part of the OCO.
4. When you have finished selecting orders, click the **OCO** button for the first order that you added. Your OCO order is complete.

Upon execution of one of the orders, the other order(s) are cancelled automatically.

To create an OCO if you have only one open order

1. On the **Working Orders** window, select the order to be modified.
2. Click the **OCO** button for that order. The button becomes orange, and the icon on the left changes from to .
3. Place an order. You receive a confirmation message for that order. Repeat this step for each order you wish to be part of the OCO.
4. After all orders have been placed, click the OCO button for the first existing order. Your OCO order is complete.

Upon execution of one of the orders, the other order is cancelled automatically.

To change an existing stop or limit order to market

1. On the **Working Orders** window, select the order to be changed.

2. Click the **MKT** button. The system cancels the current order and places a new market order.

Note: When market orders are not allowed for a commodity, the **MKT** button is not displayed.

To change the size of an order

1. Click the size field of the order you want to change. You'll notice a flashing cursor when you have successfully selected the field.

2. Change the size value by typing another number.

3. Click the **RPL** button. A confirmation window opens.

4. Click **OK**.

To modify the price of an order

1. Click the price field of the order you want to change. You'll notice a flashing cursor when you have successfully selected the field.

2. Change the price by typing another price or part of a price.

3. Click the **RPL** button. A confirmation window opens.

4. Click **OK**.

Managing Positions

You can view, reverse, and liquidate positions on the **Reports** pane of the Orders and Reports window.

To liquidate open positions

1.   Click the **Reports** tab to display open positions.

2.   Click the **X** button.

				Date	Symbol ▲	Long	Short	Currency	Price	OTE
	⊞	X	R			CLEF1	2		USD	8148	4,420.00
	⊞	X	R			EDAU1		1	USD	99210	175.00
	⊞	X	R			ENQZ0	11		USD	214427	6,495.00
	⊞	X	R			EPZ0		60	USD	120994	95,812.50
	⊞	X	R			TYAZ0		1	USD	125145	468.75
	⊞	X	R			USAZ0	1		USD	128080	375.00

Tabs: Open Positions | Purchases & Sales | Account Summary

3.   On the confirmation window, click **Liquidate**.

You are about to liquidate the following positions:

Account	Symbol	Position	Working Orders
CODGW2	CLEF1	Long 2 @ 8148	

Liquidate   Cancel

To reverse open positions

1. Click the **Reports** tab to display open positions.
2. Click the **R** button.

				Date	Symbol ▲	Long	Short	Currency	Price	OTE
	⊞	X	R		CLEF1	2		USD	8148	4,420.00
	⊞	X	R		EDAU1		1	USD	99210	175.00
	⊞	X	R		ENQZ0	11		USD	214427	6,495.00
	⊞	X	R		EPZ0		60	USD	120994	95,812.50
	⊞	X	R		TYAZ0		1	USD	125145	468.75
	⊞	X	R		USAZ0	1		USD	128080	375.00

3. On the confirmation window, click **Reverse**.

To view additional position details

Click the **+** button to see last price and all of the orders associated with that open position.

Click the **−** button to hide the information.

				Date	Symbol ▲	Long	Short	Currency	Price	OTE
	⊞	X	R		CLEF1	2		USD	8148	4,260.00
	⊞	X	R		EDAU1		1	USD	99210	175.00
	⊟	X	R		ENQZ0	11		USD	214427	6,550.00
				11/29/2010		1		USD	214450	600.00
				11/29/2010		3		USD	214425	1,785.00
				11/29/2010		3		USD	214425	1,785.00
				11/29/2010		3		USD	214425	1,785.00
				11/29/2010		1		USD	214425	595.00
	⊞	X	R		EPZ0		60	USD	120994	95,062.50
	⊞	X	R		TYAZ0		1	USD	125145	468.75
	⊞	X	R		USAZ0	1		USD	128080	375.00

Viewing Quote Data

The Quote Board pages (identified by tabs) display the open (O), high (H), low (L), last (L), net change (Δ), and total traded volume (based on quote display preferences) for the current trading session.

(For our purposes, we will refer to each tab or page as a quote board.)

Net change = yesterday's settlement − yesterday's settlement. If yesterday's settlement is unavailable, then yesterday's close is used. If market data is unavailable, then net change is empty.

The green arrow indicates that the last price traded was higher than the previous price. The red arrow indicates that the last price traded was lower than the previous price. If there was no change, no arrow is displayed. Green text indicates positive net change, while red text indicates negative net change. Black text indicates a net change of zero or unavailable data.

Black text can also indicate that the instrument is not enabled for real-time data.

If trading has ended, a checkmark is displayed next to the Settlement Price.

	ERZO	
O	1546	
H	1546	
L	1544	
L	1544	✓
Δ	+6	
V	0	

Red and green underlines indicate new low and new high, respectively. In some instances, a price is underlined in both red and a green. This is a rare, but it happens when there is no instrument state available to allow the application to determine the open, high, and low so far in the day, and a single tick arrives. Then that tick is both the new high and the new low, so you see the same price underlined in red and green.

IRAHO
105165
105210
105100
105210
+50

Double-click a quote board cell to use that symbol on the trading application.

To enter a symbol in the Quote Board

1. Click a cell to select it. The selected cell is outlined in red.

2. Enter the symbol.

   If you are authorized for that symbol, and if the symbol is currently trading, the information for that symbol is displayed.

   If you are not authorized for a symbol you enter, the background color of the symbol turns red and a message appears, telling you that you are not enabled to view that symbol.

   Double click a cell in the Quote Board to change this cell's symbol to match the symbol that is displayed on the active tab in the DOMTrader Pane.

To rename a Quote Board

1. Either double-click the current name on the tab or right-click the tab and click **Rename Tab**. The current name is highlighted in dark gray.

2. Type the new name of the window.

3. **ENTER**. The name is saved only if you ENTER after typing it, so if you want to cancel the change, click anywhere else on the window to exit the edit mode.
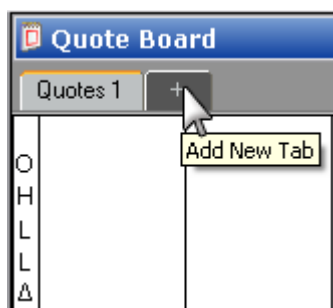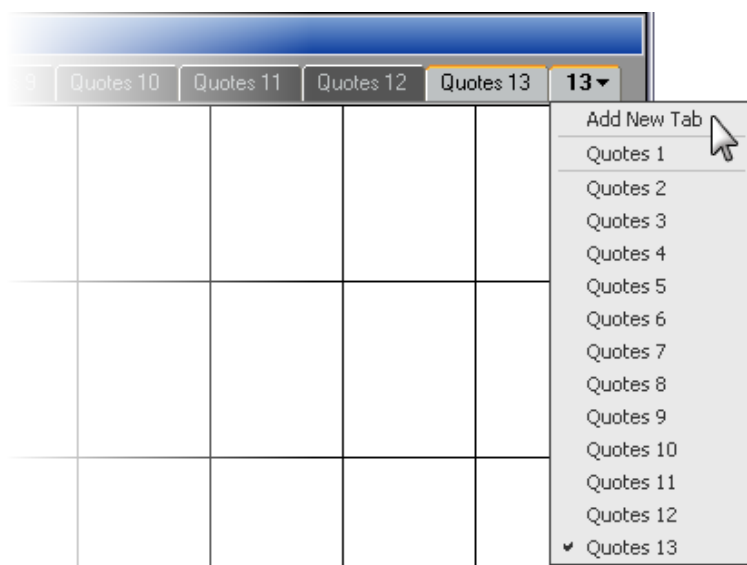
The maximum length of the name is 150 characters.

To add a Quote Board

Click the + button on the next available tab.

When the number of tabs exceeds the space on the screen, the right-most tab displays a down arrow. Click that arrow to open the menu to add a new tab. You can also use this menu to quickly jump to another quote board.

You can add up to fifty quote boards.

To remove a Quote Board

1. Right-click the tab for the quote board you want to close.

2. Click **Close Tab**. If the page contains quote data, you are prompted to confirm the action.
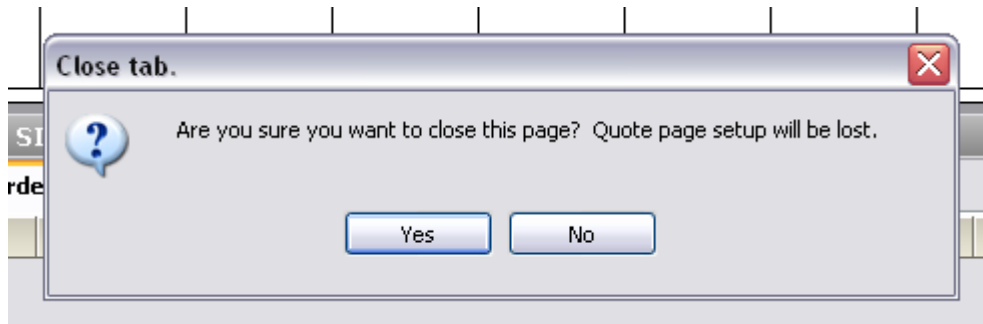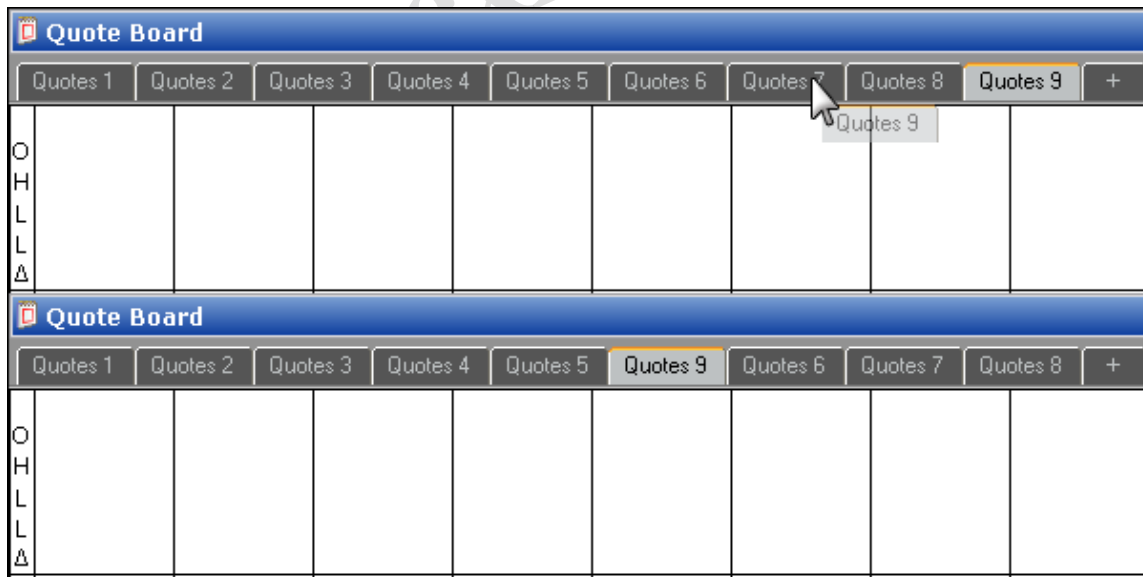

To copy a Quote Board

1. Right-click the tab for the quote board you want to copy.

2. Click **Replicate Tab**. The window is added to the far right of the quote board area. The window contains all of the quote data from the original quote board.

To move a quote board

Click the tab of the quote board you want to move, and drag it to its new location.

News

The News window includes a **Story List** on the left side of the window, a **Story Viewer** on the right side of the window, and a **Story Timeline** on the bottom of the window. The **Sources** and **Show** filters are at the top of the window with a **Search** field. Above the Story Viewer are the **Print**, **E-Mail**, and **Font** buttons.
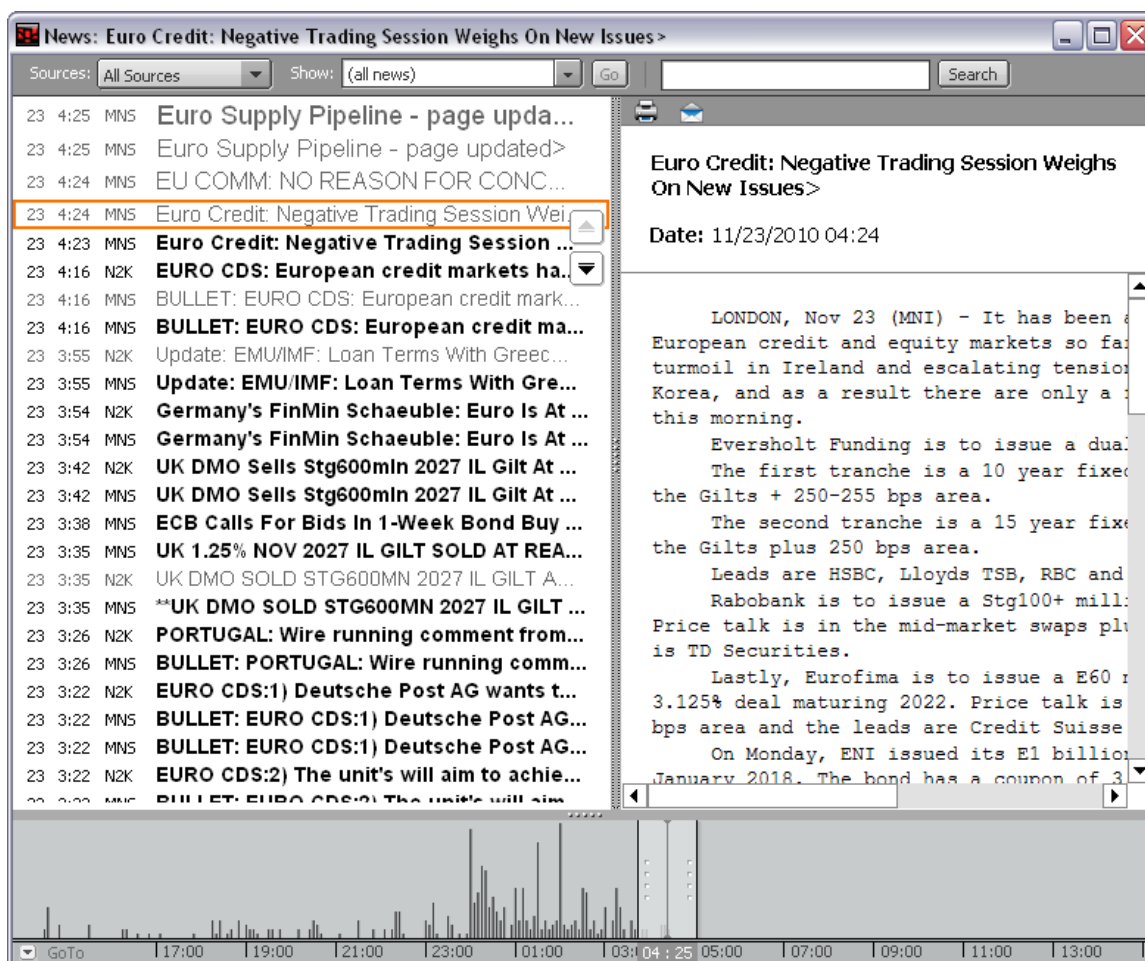
Click the arrow between the story list and story viewer to hide and show the viewer. Click the arrow between the story list and story timeline to hide and show the timeline.

To open news, click **News** on the menu bar, and then click **News**.

The Story List

The story list displays the Dow Jones, Market News, Thomson Financial, Hightower Report, Interfax News, and N2K (Need to Know) News in real-time. The three most recent stories are listed at the top of the story list, even as you scroll down to previous stories. You can change this setting.

The font size of the headlines is largest for the most recent story and smallest for the least recent stories.

If you have filtered the list, then only those stories that meet your filter criteria are displayed.

| 15	5:10	DJ	*DJ 2-Yr Benchmark Govt Yiel...*	
15	5:10	DJ	DJ 10-Yr Benchmark Govt Yi...	⟶ Most recent three headlines
15	5:10	DJ	*DJ 2-Yr Benchmark Govt Yiel...*	
15	5:07	DJ	*WSJ: GM Initiative Launches O...	⟶ News flash
15	5:07	DJ	*WSJ: GM To Name Initiative 'Fi...	
15	5:07	DJ	=DJ 2nd UPDATE:Chesapeake O...	
15	5:07	DJ	*WSJ: GM Marketing To Tell Con...	
15	5:07	TFN	Pa. starts efforts to cut electricit...	
15	5:07	DJ	DJ MARKET TALK: S&P/ASX 200...	
15	5:07	DJ	DJ MARKET TALK: S&P/ASX 200...	
15	5:07	DJ	*WSJ: GM To Launch New Mark...	
15	5:07	DJ	*DJ Moody's Takes Action On T...	⟶ Chained story

The Story Viewer

The story viewer displays the story that is selected on the story list. It also has print, e-mail, and font buttons.

Three font sizes are available. Click this button ⊞ to increase and decrease the font size.

E-mail hyperlinks included in news stories are active. Click those links to send e-mail to the contact.

Double-click the keyword to filter the news stories. For example, if you double-click CURRENCY, then only stories with that keyword are displayed in the story list.

If corrections are made to stories and headlines, the timestamp on the story and the order of stories on the News window remain the same.
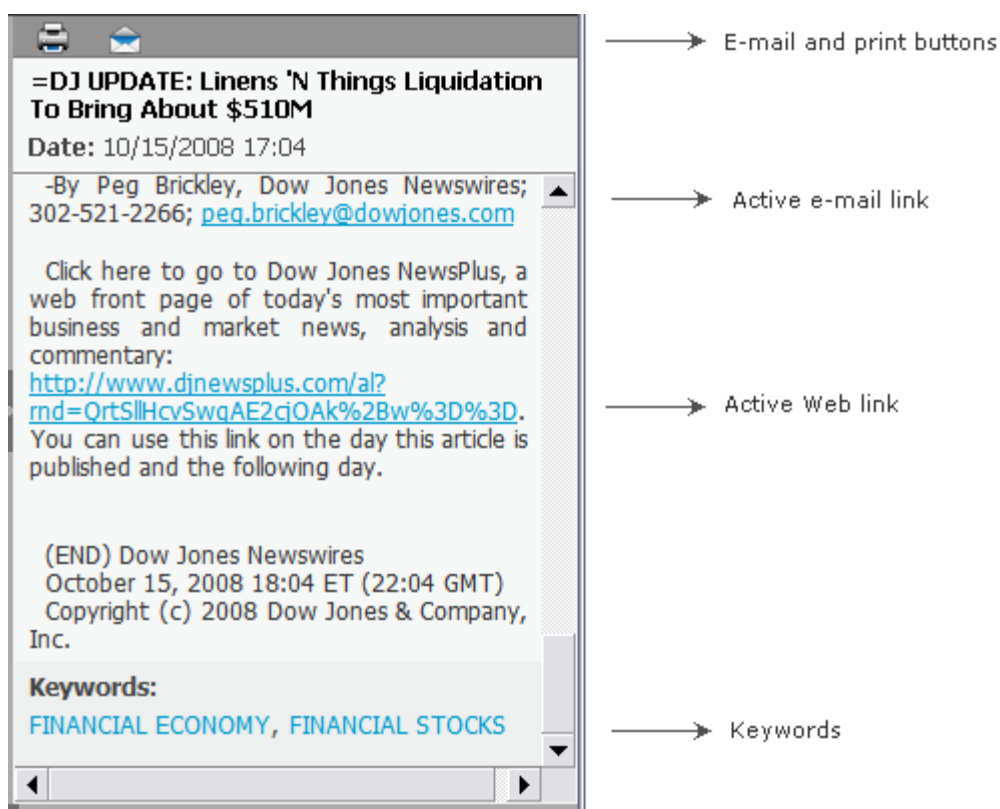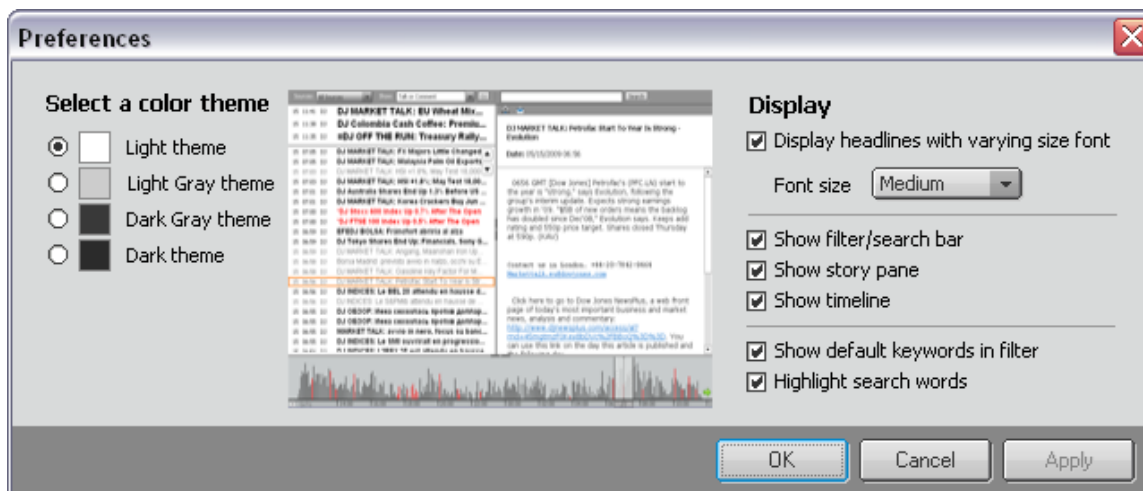
The Story Timeline

Each bar in the story timeline represents five minutes. The volume of stories is represented by the height of the bars. The story timeline includes a scroll tool as well as a **GoTo** button and arrow button for moving between times.
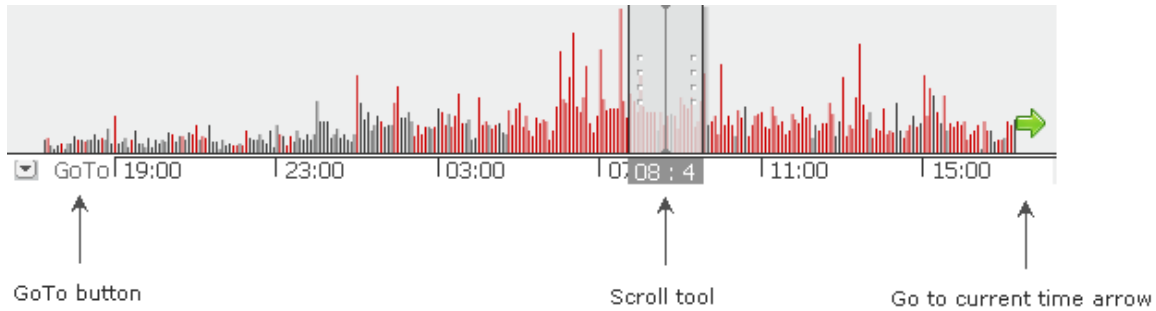
Setting News Preferences

- Choose one of four color themes.
- Choose whether headlines should be displayed in different size fonts or all the same font size.
- Select the font size to use: **Small**, **Medium**, or **Large**.
- Choose whether to display the filter and search bar, the story pane, and the timeline.
- Choose whether you want the default keywords displayed in the filter. If so, the **Show** menu looks like this:
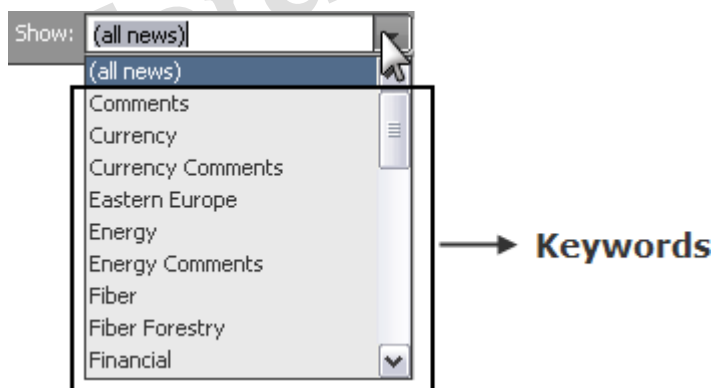
- Choose whether you want search words to be highlighted in the results.

Click **Apply** to save your changes and keep the preferences window open.

Click **OK** to save your changes and close the preferences window.

Issues with foreign language characters

If foreign language characters are not being displayed properly, you may need to change your computer settings.

Go to the **Control Panel** and select **Regional and Language Options**. On the **Advanced** tab in the **Language for non-Unicode programs** section, change the language to match the foreign language displayed in the news stories.

Reading News Stories

To read a story:

Click the story headline in the story list. You can then read the story in the story viewer.

To open a story in a new window:

Double-click the story headline in the story list.

Finding Previous Headlines

Scrolling the Story List

1. Click a headline in the story list.

2. Use the up and down arrows on your keyboard to scroll up and down the list to move to other stories.

3. **ENTER** to open the story in the story viewer.

When you scroll beyond the timeframe of the stories displayed, the story list splits into two parts. The top part of the list always contains the three most recent stories and updates in real-time. The bottom part of the list contains the stories for the time you scrolled to.

Scrolling the Timeline

Click the timeline at the time for which you wish to see headlines. Those headlines are displayed in the story list.

The timeline also has a scroll tool that looks like this: [   ]. Drag that tool to the time for which you wish to see headlines. Those headlines are displayed in the story list.

To return to the current time, click the green arrow on the right of the timeline.

Using GoTo
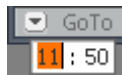
1. Click the **GoTo** arrow in the lower left corner of the **News** window.

2. Enter the time for which you wish to see headlines.

3. **ENTER**. The headlines for that time are displayed in the story list.

Filtering News Stories

CQG Trader has provided over two dozen pre-set filters for you. These filters include: Currency, Energy, Food, Financial, Grain, Metals, Shipping, and Technical. Filters are based on the keywords provided in the news stories.
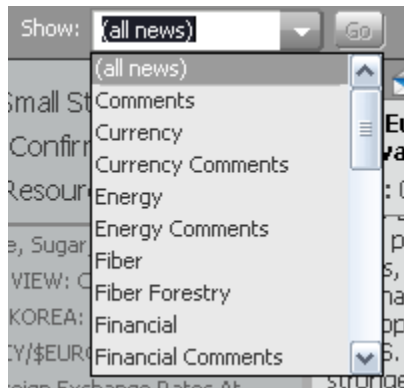
You can also enter your own keywords for headlines in the **Show** field. Your own words are saved at the top of the drop down menu. You can remove them by clicking the **X**.
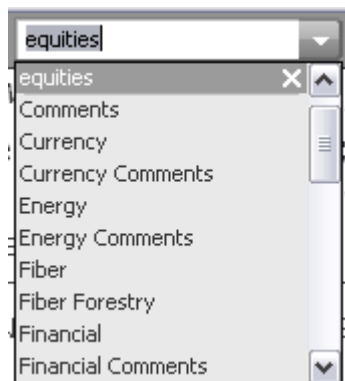
The **Sources** drop down allows you to filter stories by source.
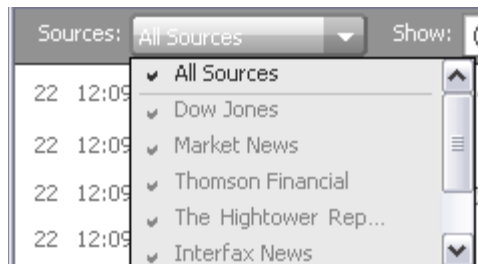
To filter by keyword

1. Click the dropdown arrow for the **Show** filter.

2. Click the desired filter. Headlines for stories with that keyword are displayed in the story list.

Keywords are located at the end of stories on the story viewer. You can also double-click these keywords to filter news stories.

To filter by custom keywords

1. Type a keyword or keywords in the **Show** drop down field. You can use AND and OR to further define your search.

2. Click **Enter** on your keyboard. Headlines for stories with that keyword are displayed in the story list.

To filter by news source

1. Click the dropdown arrow for the **Sources** filter. Sources that are checked are included in the headlines.

2. Click the source to remove the check, and the source is removed. The All Sources check has to be removed before you can remove individual sources.

3. Click anywhere outside of the **Sources** menu to close it.

Searching for News Stories

Enter your search criteria and then click **Search**. The News Search window opens.

How to format search criteria

You can enter a keyword or text. If you enter punctuation, that punctuation is considered part of the search.

You can use these operators to further define your search:

- **AND**: When you add "AND" between values, the system searches for news stores that contain all of the search values.

    If you enter several values without an AND, then the AND is assumed. If the values meet the criteria of a keyword, then they are treated as such. "Financial Currency" is an example.

- **OR**: When you add "OR" between values, the system searches for news stores that contain any of the values.

    Including OR in your search indicates that you want to search for everything before the OR and everything after the OR. For example, if you enter: Japanese or American car and production, then any story that includes "Japanese" is returned and any story that includes "American car and production" is returned.

- **EXC**: When you add "EXC" before a value, the system searches for stories that do not include the value following the EXC.

    This is the only operator that can begin your search criteria. If you begin the search with AND or OR, they are ignored.

- **-** : Adding a hyphen in front of a value works the same way as EXC.

    If you enter a hyphen followed directly by a value without a space in between, it is treated as EXC.

- **" "**: When you place single or double quotes around a value, the system searches for stories that include that exact phrase.

To add advanced search options

☐ More search options

Click the **More search options** check box on the News Search Results window to expand the available search options:

Find news that contains
All of these words
`6-month bill`
This exact phrase

At least one of these words

None of these words

All of these codes

Search in category
All categories

During
Last 24 hours

☐ Search headlines only
☑ More search options

Clear   Search

The search criteria fields in this view help you further define your search without your having to enter operators, such as AND and OR. If you enter operators in these fields, the system searches for those words. It is likely that you will receive an error message asking you to remove common words, as they occur too frequently for the system to return meaningful results.

You also have the option of searching in a particular category and during a specific period of time: the last 24 hours, the last week, this month, last month, and all available. A maximum of 200 results are returned.

Dow Jones Search Codes can be added also. For more information about Dow Jones Search Codes, go to: http://www.djnewswires.com. Please note that search codes can be used in this advanced view only.

Viewing Search Results

The stories that match your search criteria are listed on the right side of the window. A maximum of 200 results are displayed.
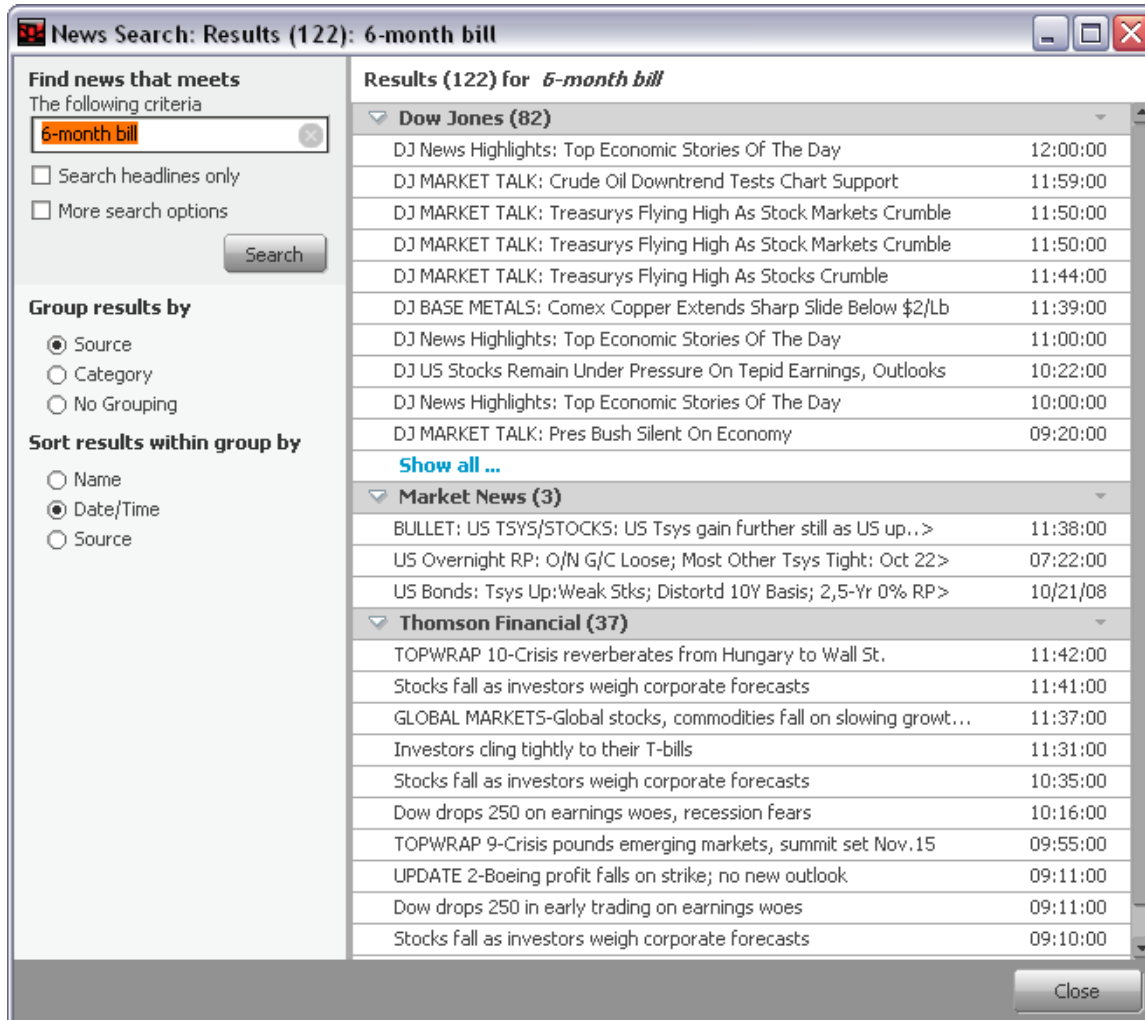
Double-click the headline to read the story. It opens in another window.

To group and sort search results

By default, stories are grouped by news sources. Click **Category** to sort by the first keyword listed in the story. Click **No Grouping** to list all of the stories based on the sort parameter you select.

Once you have selected the grouping, you select how you want the stories in the group to be sorted. Click **Name** if you want an alphabetical list. Click **Date/Time** if you want a chronological list. Click **Source** if you want a source list.

To change the search

6-month bill

Click the **X** button in the search field to begin a new search.

Printing and E-mailing News Stories

The print and e-mail buttons are at the top of the story viewer and on each story window you open.

To print a story, click this button: .

To e-mail a story, click this button: .

Messages

You may receive error, warning, or informational messages occasionally from your FCM or from a system administrator.

Error messages are displayed with a white x inside a red circle:

Warning messages are displayed with a black exclamation point (!) inside a yellow triangle:

Information messages are marked with a blue exclamation point inside a white quote bubble:

Error and warning messages are displayed as soon as they are received. Informational messages are indicated by a blinking taskbar button. Clicking that button open the Messages window.

The top pane of the window lists messages received. The bottom pane displays the complete text of the message selected in the list. The most recently received message appears in the index at the top of the list.

Reading messages

You can read your messages any time you are logged in to CQG Trader.

1. Click **View > View Messages**. The **Messages** window is displayed.

2. Click a message in the list to display it in the bottom pane.

You can view messages that were not expired at the time you logged on and which have not been deleted during the current session. Messages that have not been read yet appear in the index in bold text.

Deleting messages

The message viewing screen (not the message list) displays a **Delete** button you can use to delete the current message. You can only delete one message at a time.

1. Display the message in the message viewing screen.

2. Click the **Delete** button. The message view screen closes and the message is removed from the Message list. Once deleted, the message are no longer accessible.

Exchange Connections

Exchanges may have different trade routing practices.

LIFFE/eCBOT

Pre-Open Market Orders

If you place a market order in pre-open, then the market order is converted to a market on open (MOO) order. Spread MOO orders are rejected. When the market opens, MOO orders are filled at the open price. The exchange converts them to limit day orders with the price equal to open price. The messenger cancels the market order and places a limit order.

Stop Orders

How orders are submitted to the exchange:

MKT STOP orders are submitted as market stop orders with LIFFE order price equal to the trigger price.

LMT DAY STOP orders are submitted as stop orders with the order price equal to either the limit or trigger price. Orders with different limit and trigger prices are rejected.

GTC STOP orders are submitted as GTC stop orders with the order price equal to the trigger price. GTC stop limit orders with different limit and trigger prices are rejected.

All stop limit orders are synthetic.

Native stop orders work like this:

| You enter…	and the exchange converts it to…
STOP DAY	a **market** order when market reaches the stop price and that is automatically cancelled at the end of the session.
STOP GTC/GTD	a **limit** order when market reaches the stop price. The limit price is the same as the original stop price.

Getting Help

The **Help** menu at the top of the CQG Trader window provides access to online help, a list of tradable symbols, a quick reference for keystrokes, and FCM contact information. You can also right-click the Quote Board title bar to access these options.

Opening Online Help

Select **Help > Online Help**.

This online help system contains the complete text of the printed documentation for CQG Trader, enhanced with features like full text search and related topics links to make it easier for you to find what you are looking for. The online help is divided into sections, which are displayed as books in the Contents tab to the left:
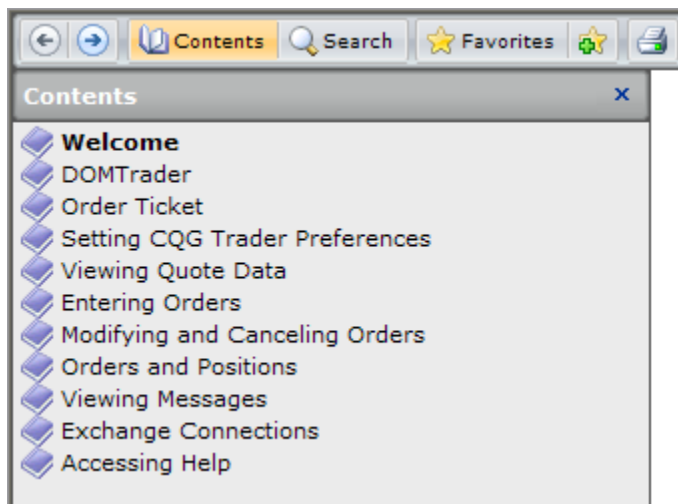
Click the book to expand and collapse a section. Click a title to display the topic.

The **Back** button displays the previous topic in help. This may not be the last topic you viewed. To return to the topic you last viewed, use the **Back** arrow on your browser toolbar. The **Forward** button displays the next topic in help.

To search help
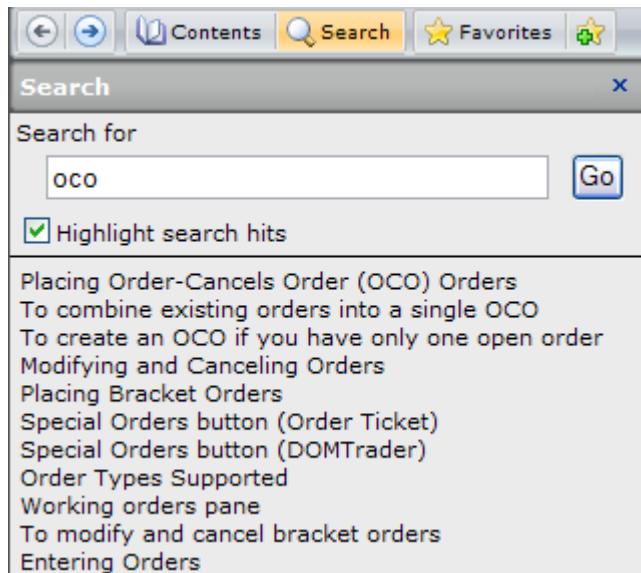
Type the word or phrase to search for, and then press **Enter** or click **Go**. The Search pane displays a list of all the topics in your Help system that contain the word or phrase you entered. If you search for multiple words, the search finds Help topics that contain all the words you entered. When you click one of the items found by the search, each occurrence of the term or terms you searched for appears highlighted in the topic.

To print help topics

Click the **Print** button to print the current help topic.

To save favorite topics
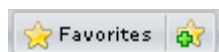
Click the **Favorites** button to save the currently displayed help topic to your help favorites list.

Opening the Keyboard Shortcut List

Select **Help > Key Actions** to open a quick reference guide for keystroke entry on the DOMTrader.

Click the **Print** button to print the list.

In order to trade using your keyboard, go to **Setup > Preferences > Order Placement** and select **Enable Keyboard Trading.**

Opening the Tradable Symbols List

Select **Help > Symbols List** to open the latest list of tradable symbols.

Account permissions and routing options determine whether your account is able to trade these symbols. Check with your FCM to find out what exchanges your account can access and what your account permissions are.

Opening the About window

Choose **Help** > **About**.

This window contains FCM contact information, your user number, and the version number and copyright information for CQG Trader.