1. Advanced Order Tab

2. Submitting an Advanced Order

3. View Orders

4. Order Details

5. Order Amendments
On the **Place Order** window click on the Advanced Tab to make a GTM / GTD trade.

1. **Advanced Order Tab**

![Advanced Order Tab Image]

- **Account**: 0069470 (Cash)
- **Exchange**: SGX
- **Stock Name/Code**: N21

<table>
<thead>
<tr>
<th>Name</th>
<th>Noble Grp</th>
<th>+/-</th>
<th>-0.070</th>
<th>Last</th>
<th>1.170</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buy</td>
<td>1.240</td>
<td>Sell</td>
<td>--</td>
<td>Volume</td>
<td>4,000</td>
</tr>
<tr>
<td>BuyVol</td>
<td>1,000</td>
<td>SellVol</td>
<td>--</td>
<td>Lot Size</td>
<td>1000</td>
</tr>
</tbody>
</table>

- **Action**: Buy, Sell, or Short Sell
- **Number of Shares**: 
- **Price**: 1.170
- **Payment Type**: CPF, Cash, SRS
- **Settlement**: SGD, Board Rate
- **Password**: 

**NOTE:**
- Unpaid shares after the due date will be force sold at the Company's discretion.
- For Singtel (A) and ST (2) shares, do not trade online. Kindly contact your Trading Representative if you wish to do so.
- To settle foreign currency dominated trades in SGD, please remember to change the settlement currency to SGD.
- There is no need to indicate Contra as your fulfilled sales order will automatically be matched to your earliest unpaid buy contract (FIFO basis).
- There is NO contra for CPF and SRS trades.
- Use of the Force option is subject to Reward Points or NTUC Linkpoints availability.
1. Advanced Order Tab

When the Advanced Order Tab is clicked for the first time, a Trading Agreement will appear for the Advanced Orders. After reading, tick on the checkbox and click on “I Accept the above Terms & Conditions” as acknowledgement.
2. Submitting an Advanced Order

Fill up your order details and select your order type from the ‘Validity’ drop down list.

(GTD) Good-till-Date Order – long dated orders that allow market participants to place an order that will stay in the order book for a specific number of calendar days, or until it is fully filled, specifically cancelled, or the instrument is de-listed or expired.

Validity: When GTD is selected, a date will have to be inserted.

In line with SGX’s regulatory rules, GTD orders that have an expiry period of more than 30 calendar days from the day they were entered will be rejected by the system.
Fill up your order details and select your order type from the ‘Validity’ drop down list.

(GTM) Good-Till-Maximum Time Allowed Order – orders that stay in the order book for a maximum of 30 calendar days, or until it is fully filled, specifically cancelled or the instrument is de-listed or expired.

Validity: No date is required as it will expire 30 calendar days later.
2. Submitting an Advanced Order

Once you click ‘Submit’, the following confirmation window will appear. Check the details keyed and confirm by clicking ‘OK’.

NOTE:
* Trade Value = Price x No. of Shares. This is indicative only. It does not include transaction costs and relevant taxes. Please check Order Book and Portfolio for Order and Contract details respectively.
2. Submitting an Advanced Order

When your order is accepted, the following Transaction Result will appear. Check the Order Book for the updated status.
3. View Orders

Orders made on the day can be seen in the **Today Order Book**.

Select **Today’s Orders** in the dropdown list.

All unfilled / partially filled GTD and GTM orders will be displayed in **Today’s Orders**.

Validity type can be viewed in this column.

Click to view order details, including **Validity date** of GTD orders.
3. View Orders

You may check your order history for orders placed more than 3 days ago by going to Trade > Order Book and then selecting Trade History from the drop down menu.
4. Order Details

Example of a **GTD order**.

<table>
<thead>
<tr>
<th>Order Details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Account</strong></td>
<td>0059469</td>
</tr>
<tr>
<td><strong>Market</strong></td>
<td>SGX</td>
</tr>
<tr>
<td><strong>Code</strong></td>
<td>5MM</td>
</tr>
<tr>
<td><strong>Stock Name</strong></td>
<td>Sky One</td>
</tr>
<tr>
<td><strong>Submit Time</strong></td>
<td>03-06-2013 15:28:13</td>
</tr>
<tr>
<td><strong>Last Action Date and Time</strong></td>
<td>03-06-2013 15:28:13</td>
</tr>
<tr>
<td><strong>Order Number</strong></td>
<td>--</td>
</tr>
<tr>
<td><strong>Order Source</strong></td>
<td>Web</td>
</tr>
<tr>
<td><strong>Submitted By</strong></td>
<td>--</td>
</tr>
<tr>
<td><strong>Last Action By</strong></td>
<td>--</td>
</tr>
<tr>
<td><strong>Validity</strong></td>
<td><strong>Good Till Date (14-06-2013)</strong></td>
</tr>
<tr>
<td><strong>Session</strong></td>
<td>--</td>
</tr>
<tr>
<td><strong>Ref Code</strong></td>
<td>0LNT26312279530</td>
</tr>
<tr>
<td><strong>Action</strong></td>
<td>Sell</td>
</tr>
<tr>
<td><strong>Order Type</strong></td>
<td>Limit</td>
</tr>
<tr>
<td><strong>Order Price</strong></td>
<td>0.320</td>
</tr>
<tr>
<td><strong>Original Qty</strong></td>
<td>3,000</td>
</tr>
<tr>
<td><strong>Quantity</strong></td>
<td>3,000</td>
</tr>
<tr>
<td><strong>Quantity Filled</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>Balance</strong></td>
<td>3,000</td>
</tr>
<tr>
<td><strong>Status</strong></td>
<td>Pending to Enter Queue</td>
</tr>
<tr>
<td><strong>Traded Currency</strong></td>
<td>SGD</td>
</tr>
<tr>
<td><strong>Settlement Currency</strong></td>
<td>SGD</td>
</tr>
<tr>
<td><strong>Mode</strong></td>
<td>Cash</td>
</tr>
</tbody>
</table>
4. Order Details

Example of a GTM order.

View partially filled GTD/GTM orders here
To make an amendment to your order, right click on the order and select **Order Amendment**. Key in all the details with the new amendment you would like to make.

**NOTE:**
- Any amendment of price (up or down) and/or upward amendment of quantity will result in a new order being placed and loss of original queue position.
- Amendment of Quantity downwards will not result in loss of queue position.
- If there’s no change required for the respective order fields, please leave them empty. Only amendments need to be keyed in.
Once you’ve clicked “OK”, the following Notification will appear. Take note of the Notification and click “OK” again.
5. Order Amendments

When an order has been amended, the amendment status will be stated in the Order Details.

<table>
<thead>
<tr>
<th>Account</th>
<th>0642555</th>
</tr>
</thead>
<tbody>
<tr>
<td>Market</td>
<td>SGX</td>
</tr>
<tr>
<td>Code</td>
<td>S21</td>
</tr>
<tr>
<td>Stock Name</td>
<td>Genting HK US$</td>
</tr>
<tr>
<td>Submit Time</td>
<td>17-05-2013 09:57:48</td>
</tr>
<tr>
<td>Last Action Date and Time</td>
<td>17-05-2013 09:58:00</td>
</tr>
<tr>
<td>Order Number</td>
<td>5705450100002886-S21_R-B</td>
</tr>
<tr>
<td>Order Source</td>
<td>Web</td>
</tr>
<tr>
<td>Submitted By</td>
<td>--</td>
</tr>
<tr>
<td>Last Action By</td>
<td>--</td>
</tr>
<tr>
<td>Validity</td>
<td>Good Till Date (17-05-2013)</td>
</tr>
<tr>
<td>Session</td>
<td>--</td>
</tr>
<tr>
<td>Ref Code</td>
<td>0LNT2SH12073120</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Action</th>
<th>Buy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Order Type</td>
<td>Limit</td>
</tr>
<tr>
<td>Order Price</td>
<td>0.480</td>
</tr>
<tr>
<td>Original Qty</td>
<td>2,000</td>
</tr>
<tr>
<td>Quantity</td>
<td>2,000</td>
</tr>
<tr>
<td>Quantity Filled</td>
<td>0</td>
</tr>
<tr>
<td>Balance</td>
<td>2,000</td>
</tr>
<tr>
<td>Status</td>
<td>Amended Order Accepted in Queue</td>
</tr>
<tr>
<td>Traded Currency</td>
<td>USD</td>
</tr>
<tr>
<td>Settlement Currency</td>
<td>USD</td>
</tr>
<tr>
<td>Mode</td>
<td>Cash</td>
</tr>
</tbody>
</table>
When amending an order, if the order priority is expected to be changed, the order price will be checked against the force-order range when re-inserting into the order book.

Refer to the table below on the conditions when the priority of the orders will change.

<table>
<thead>
<tr>
<th>#</th>
<th>Action</th>
<th>Order Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
<td>Decrease in volume</td>
<td>Priority of the order will be maintained</td>
</tr>
<tr>
<td>b</td>
<td>Increase in volume</td>
<td>Priority of the order will be lost</td>
</tr>
<tr>
<td>c</td>
<td>Change in price (Up/Down)</td>
<td>Priority of the order will be lost</td>
</tr>
</tbody>
</table>
5. Order Amendments

For an un-forced order (long dated order or day order):

<table>
<thead>
<tr>
<th>Amendment Types</th>
<th>Priority Status</th>
<th>No force key selected in original order</th>
<th>Force key selected in original order</th>
</tr>
</thead>
<tbody>
<tr>
<td>If user change its price to be out of $\pm$ 20 bids from current last done price</td>
<td>Priority changed</td>
<td>Rejected</td>
<td></td>
</tr>
<tr>
<td>If the order price is already out of $\pm$ 20 bids from current last done price, and user increases order quantity</td>
<td>Priority Changed</td>
<td>Rejected</td>
<td></td>
</tr>
<tr>
<td>If the order price is already out of $\pm$ 20 bids from current last done price, and user decrease order quantity</td>
<td>Priority not changed</td>
<td>Accepted</td>
<td>Accepted</td>
</tr>
<tr>
<td>If the order price is already out of $\pm$ 20 bids from current last done price, and user amend the price to be inside the price range</td>
<td>Priority changed but price is valid</td>
<td>Accepted</td>
<td></td>
</tr>
<tr>
<td>If the order price is already out of $\pm$ 20 bids from current last done price, and user amend the price to be inside the price range, and at the same time increase the order quantity</td>
<td>Priority changed but price is valid</td>
<td>Accepted</td>
<td></td>
</tr>
</tbody>
</table>