TRADE Whatever, Wherever, Whenever

CITYINDEX

CityIndex AU Guide

CFD trading App for the iPhone™ from City Index

Contents

Logging in

Once you have downloaded the CityIndex AU App from the App Store, simply tap on the CityIndex AU launch icon and you will be presented with the log in page. Enter your user name (account number) and password and tap 'Login'.

You can also select the 'Remember Me' option which will save your log in details to the application including your password to save you manually entering this information at every log in. Please refer to our FAQ's for security information.

Please note that you must have a City Index CFD account to access the CityIndex AU App.
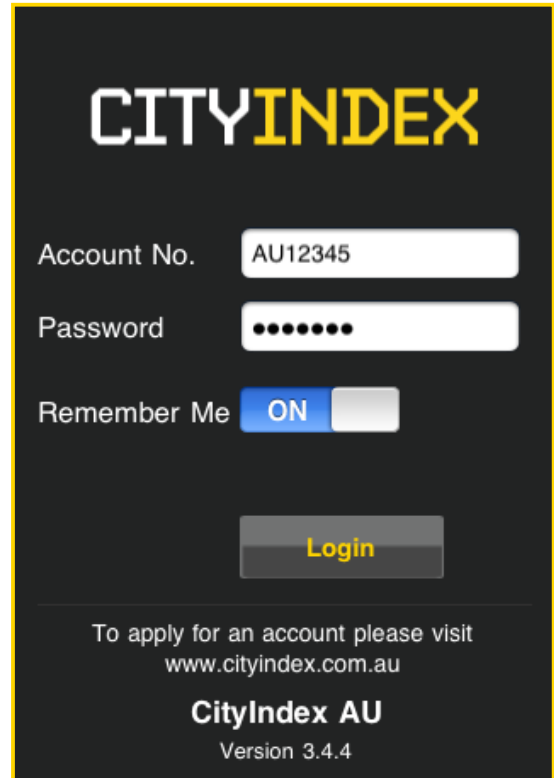
Account Summary Overview

Key

A1 Signal
- Quick glance overview of your signal strength
- A weak signal may impact your connection to our servers

A2 Contact Us
- Contact the Customer service team by telephone or e-mail

A3 Default Currency
- This highlights the default currency set for your account

A4 Account Summary

Summarizes the key aspects of your account such as:

- Default Currency
- Cash Balance
- Open Profit/Loss
- Net Equity
- Margin Requirement

A5 Balances Chart
- Visually charts your total cash, total net equity and total margin

A6 Account Summary
- This icon takes you to your Account Summary page

A7 Positions Chart
- Visually charts your open positions running profit or losses
- A bespoke chart specifically made for CityIndex AU

A8 Positions Summary Table
- Tables your Account number and Positions Total

A9 More
- Leads you to access Trade History, Order History or Log Off from CityIndex AU App

A10 Markets Tab
- Access our full range of markets and live pricing

A11 Positions Tab
- Access your open positions and open orders
- This is where you can amend/close your open positions and orders

A12 Watch List
- Access your personalised Watch Lists
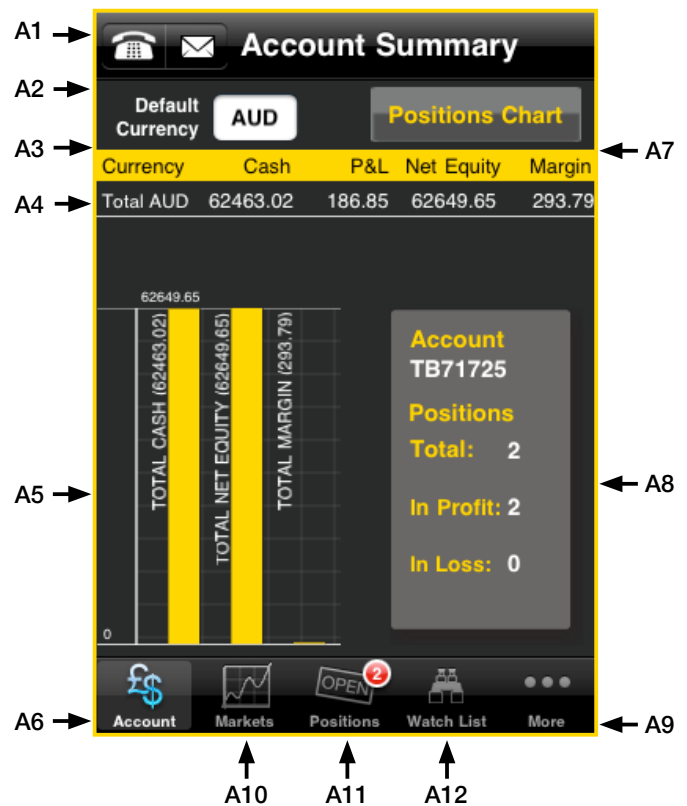
Using the Platform

1. Account Summary Tab

When you logon to CityIndex AU you will land on the Account Summary tab.

This section allows you to view your available margin and account summary at a glance.

Currency	Cash	P&L	Net Equity	Margin
Total AUD	62463.02	186.85	62649.65	293.79

Currency	is your base currency
Cash	is the total current cash equity deposited into the account. E.g. 10,000 has been deposited in this account.
P&L	is the unrealised sum of profits/losses across all open positions
Net Equity	is the sum of your total cash and unrealised profits/losses across all open positions
Margin	is the deposit needed in respect of each open Position on your account

2. Markets Tab

Summary account balances

You can view your account balances on multiple tabs within CityIndex AU such as the Markets, Positions and Watch List tabs. Your account balances will list your total Cash, Unrealised P/L, Margin and Total Position to give you maximum awareness of your account.

Please note that to ensure that your open positions are not closed out, you should avoid the Total Position figure going negative. For further details, please see the <u>Margin Help Sheet</u> or <u>Important Documents</u> page.

Finding your market

The Markets page is preset to include 2 search buttons:

|	
Search	search for markets
Other	search using market groups

Markets

Cash: 37557.53   Unrealised P&L: 111.28
Margin: 176.62   Total Position: 37552.31

| Search | Popular | Other |

	Sell	Buy	Change	Status
Trade	Australia 200 Mar 10 CFD			
	4782	4788	+34	
Trade	UK 100 CFD			
	5535.0	5537.0	+57.0	
Trade	Wall Street CFD			
	10457	10461	+47	
Trade	US SP 500 CFD			
	1125.2	1125.6	+6.5	
Trade	Hong Kong 40 CFD			Closed
	20931	20951	-1	
Trade	Japan 225 CFD			
	10310	10330	+70	
Trade	Germany 30 CFD			
	5816.3	5818.3	+42.5	

Account   Markets   Positions   Watch List   More

Using search

To search for your desired market, type in the name of the market and click search. You must enter a minimum of 3 characters.

Using the Other > selector

This search facility works by grouping together similar instruments by category e.g. Indices>Australia. By selecting instruments within these groups, they will automatically replace the default group of Popular markets in the Markets Tab.
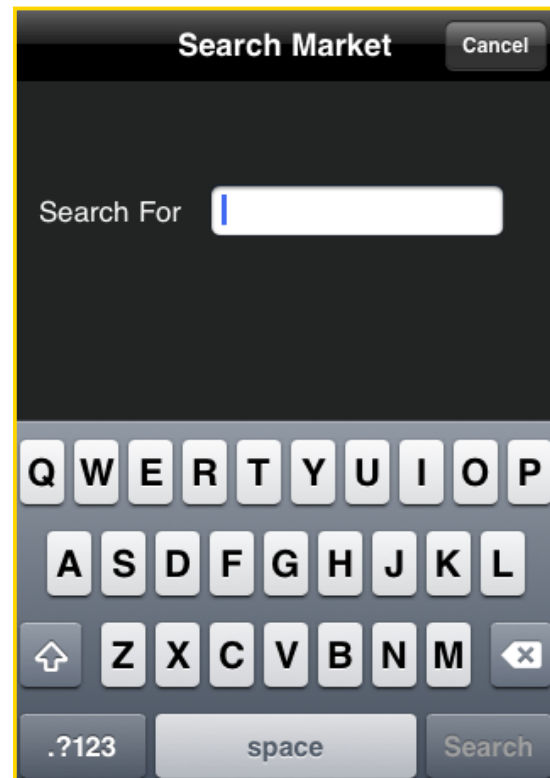
3. Managing Watch Lists

You can monitor your favorite markets by grouping them together in a Watch List.

You can view multiple Watch Lists on CityIndex AU. However, please note that if you want to create, rename or delete a Watch List, this will need to be done on the online trading platform. Any changes made on the online trading platform can then be viewed thereafter from CityIndex AU.

Add/remove markets to a Watch List

To add a market to a Watch List you must first tap on the market and then the 'Add to...' button.

To remove an item from a Watch List you can tap 'edit' within the Watch List tab and select delete on the item you wish to remove. To finish editing your list please tap done.

You can also delete markets from the main Watch List page by swiping your finger across the market you want to delete, and then tap the 'Delete' button.
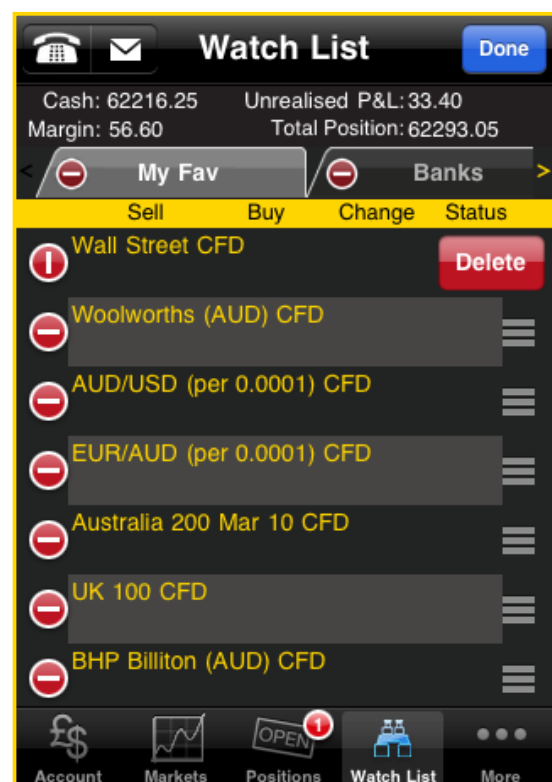
4. Placing a Trade

You can place a Trade as well as place and edit Orders from the Detailed View of a market.

Placing a Trade

Step 1

Once you have chosen the market you wish to Trade, tap the specific market and you will be presented with the Detailed View ticket. Tap Trade to open the Trade ticket.

The Trade ticket will then show the BUY and SELL prices for that market. These prices will update in real time.
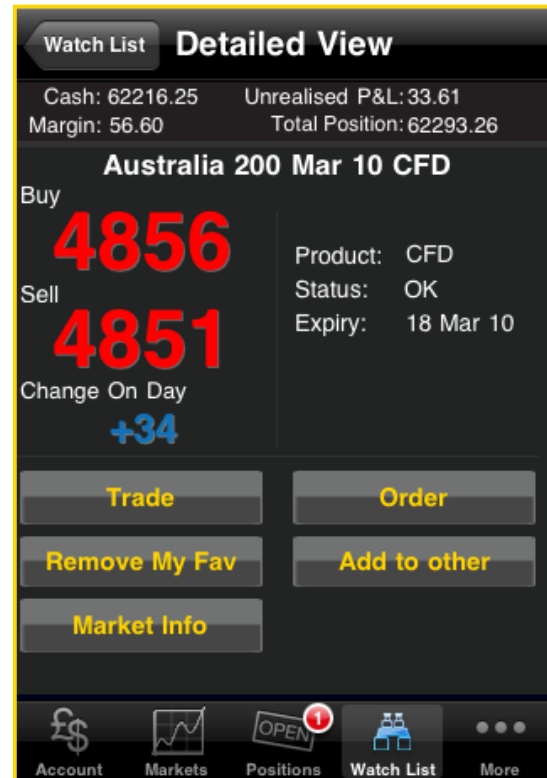
Step 2

Select BUY or SELL and enter the quantity you would like to Trade.

If you wish to attach a linked Stop or linked Limit to the Trade then enter these in the appropriate boxes.

These are types of closing Orders and will be left to Our Quote, Good Till Cancelled (GTC).

If you would like to know more about Order types, please go to our Orders help sheet.

If the market offers guaranteed Orders, you can tick the check box and enter a valid Stop. This will result in a small charge being debited from your account upon confirmation of the Order.

Step 3

To complete your Trade please tap Do Trade.
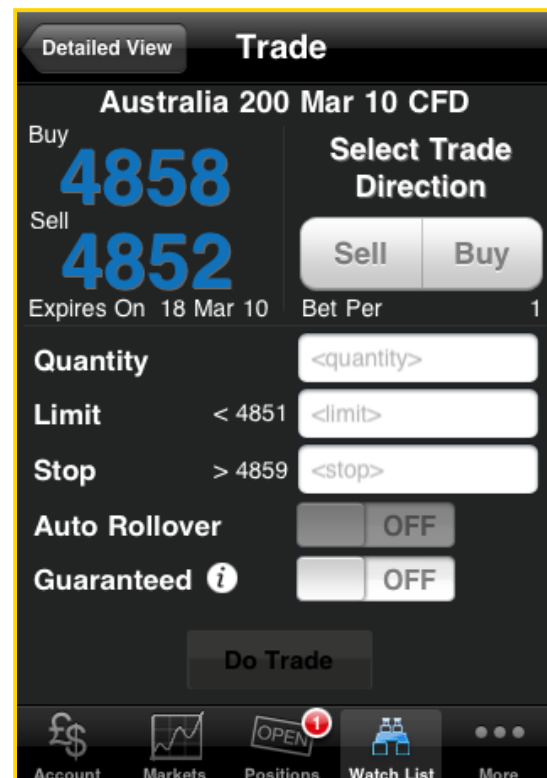
Step 4

The system will then process the request for a Trade.

If it is successful, a Trade confirmation screen will appear and your new position will appear in your Positions tab.
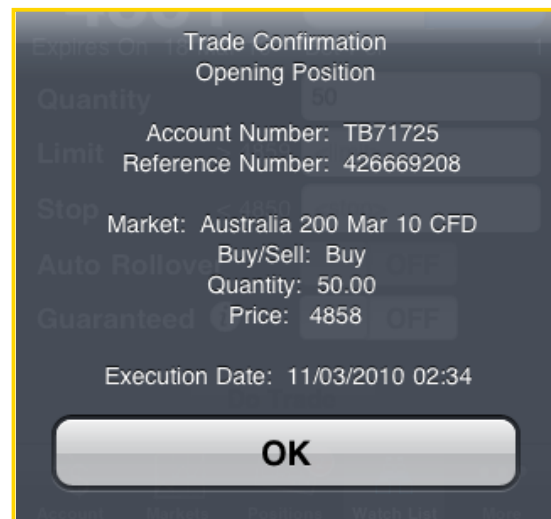
Quotes

If you enter a quantity greater than the maximum size set for a market then your request to Trade will be sent to a dealer who will then send you a price back. You will then have the option to Buy or Sell at the given price in the quantity you have requested.
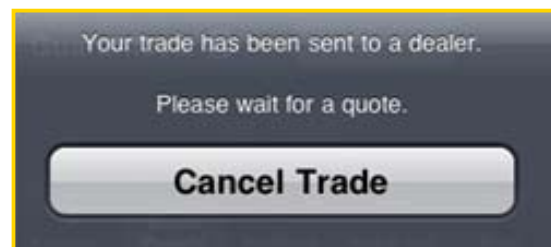

Closing a Trade

You can close a Trade by fully closing it, partially closing it or attaching an Order to close.

This functionality can be found in the Positions tab.

Fully Close

Fully close the Trade by tapping on the Close button in the Positions tab. The quantity will automatically appear in the Trade ticket (this is editable if you decide to partially close your position). You can then click on the relevant Buy or Sell button and receive a Trade confirmation.
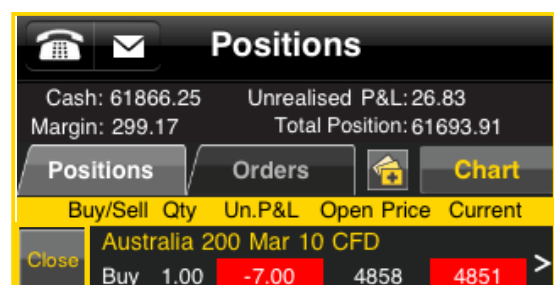
Partial Close

Partially close the Trade by entering the amount you want to close (less than the quantity currently open) in the quantity box of the Trade ticket before tapping on the relevant Buy or Sell button to Close the position.

5. Orders

You are able to leave opening and closing orders for trades to be placed when markets reach designated trigger levels. CityIndex AU gives you the facility to leave a variety of Order types.

At all times, the rules regarding orders are governed by our Terms and Policies which can be found here

Attach a closing Order

You can attach a linked order such as a stop or limit order to an existing trade to close it. This can be done by adding the linked stop or linked limit when you initially place the new trade.

It can also be done by clicking on the position within the Positions tab and selecting Closing Orders.

Click on the plus sign to attach a linked order and enter the order stop and/or limit levels before clicking on Create Orders. Once the order(s) have been processed successfully, you will be presented with an order success notification.

We also offer the facility to set partial orders, allowing you to determine the quantity as well as the price at which the order should be placed.

Placing a new Opening Order

Step 1

Once you have chosen the market you wish to place an order on, tap it and select order.
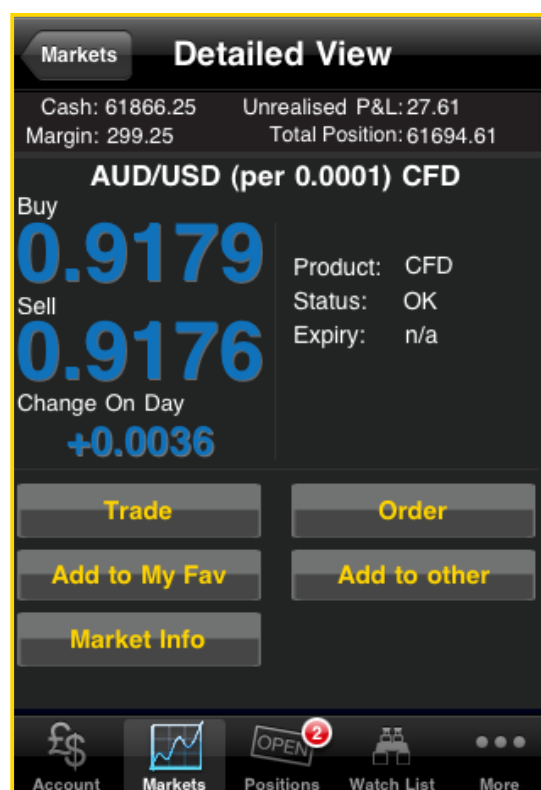
Step 2

Fill out the relevant sections of the order including:

Sell or Buy	Whether you want to Sell or Buy the market
Quantity	How much you want to trade
Price Level	What level you wish to enter the market
Good Until	When do you want the order to expire
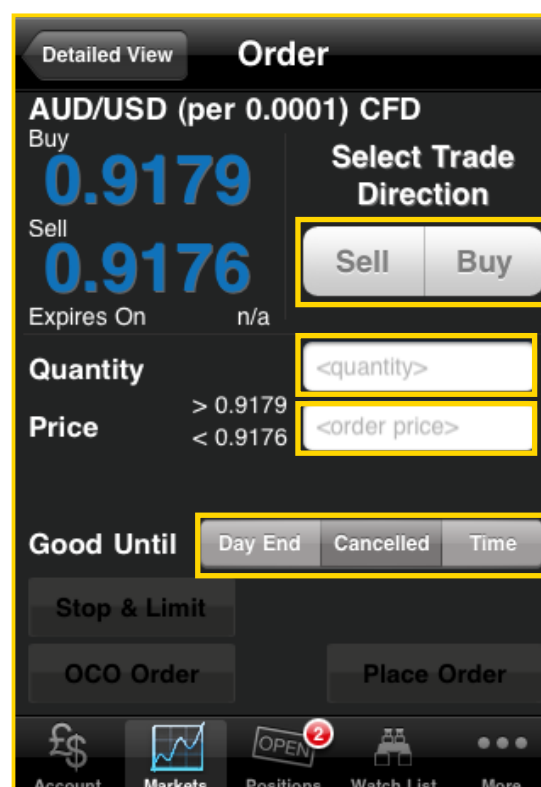
Step 3

You can attach full or partial if done/contingent orders by clicking on the Stop and Limit button at the bottom of the order form.

You need to fill out the relevant components noted below of the closing order before clicking Set Stop & Limit:

Stop Level	The level you wish to stop all or part of your losses
Quantity	How much you want to trade
Guaranteed	Do you want to guarantee your order price for a small sub charge
Limit Level	The level you wish to take all or part of your profits
Good Until	When do you want the order to expire

If not successful, you will receive the relevant error message explaining why the order has not been placed.

If you leave an order working on GTC, GFD or GTT (please see Order Help Sheet for more information about order types) and the market expires, the order will be deleted automatically. GFD orders are set to expire at the end of day within the time zone of the market and not your local time zone. Thus if you leave an order GFD on Monday, it will delete automatically at the End of day time set for that market.

Details of the trading hours can be found on the Information popup when you click this button. If you leave a GFD on UK 100 Daily Future Tue Spread and it is still Monday, this order will not carry through to the following day; in this instance a more appropriate type of order is GTT or GTC.

Amending an Order

Once an order has been placed, you will then have the option to delete or edit the details of this order. All orders, be they new or contingent orders can be edited from the orders section of the Positions tab. Simply tap on the order you wish to amend, make the relevant changes and click on Update Orders.

Order types

For more details on the types of orders that are available, please go to our Orders help sheets.

6. More

The More tab gives you access to your Account History, Order History and Log Off button.

Customise tabs

You can use the edit button to customise your trading tabs at the bottom of the CityIndex AU App.

Once you have tapped edit, tap and drag the tab that you want and release it over the tab you wish to replace. This means you can switch the tabs available at the bottom of the App to access the ones you want more quickly.
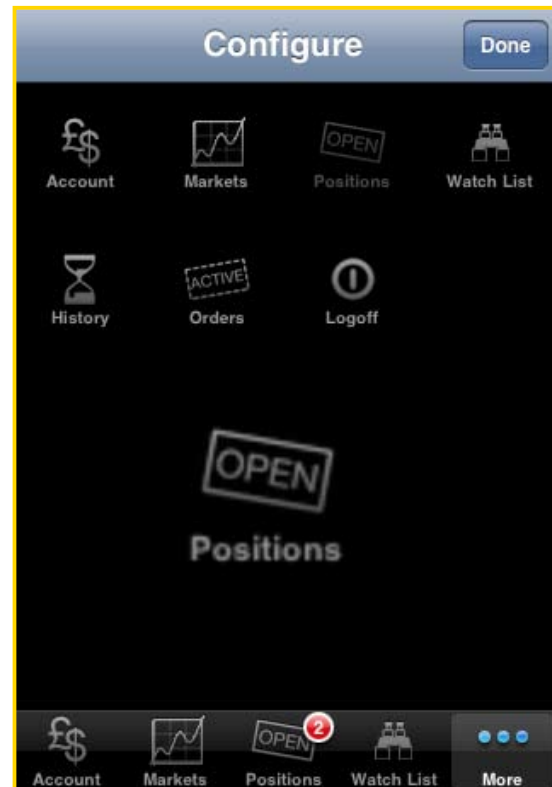
Account History

This tab allows you to view a history of your Trades as well as any cash flow that has gone through your account. By clicking on each entry, you can view the specific details relating to that Trade including:

- Realised profit/loss
- Date of closing trade
- Opening price
- Closing price
- Serial number
- Quantity

Order History

Like your Account History, this tab allows you to view a history and status of the orders placed. By clicking on each entry, you can view the specific details relating to that order including:

- Trigger price
- Execution price
- Date placed
- Date closed
- Quantity
- Order type
- Guaranteed
- Status

Log Off

Allows you to Log Off from CityIndex AU securely.