

Discount Brokerage

Getting started with TD Waterhouse Active Trader

Take your investing
to the next level



Waterhouse

Wealth of Experience

Getting Started with TD Waterhouse Active Trader

1 Downloading and Installing TD Waterhouse Active Trader

Please review the following minimum system requirements before installing TD Waterhouse Active Trader® or TD Waterhouse Active Trader Plus®.

COMPUTER REQUIREMENTS	RECOMMENDED	MINIMUM
OPERATING SYSTEM	Windows XP	Windows XP
CPU	Pentium IV or higher	Pentium III 1GHz
RAM MEMORY	1 GB or higher	512 MB
VIDEO CARD	32 MB RAM or higher	32 MB RAM

Active Trader is designed to work with the following Internet connections: DSL, cable modem or an alternate high bandwidth solution.

1. Download the Active Trader (or Active Trader Plus) application by going to our “Downloads” section at www.tdwaterhouse.ca/activetrader
2. Once you have clicked on the desired version, you will be prompted to “**Save file to disk**”. Select an easy-to-find location for the file (such as your desktop).
3. Begin the installation process by double-clicking the downloaded executable file.
4. Accept the license agreement, and follow the instructions to complete the installation.

For a complete user guide, go to www.tdwaterhouse.ca/activetrader

2 Starting TD Waterhouse Active Trader and Logging In

1. You can now start the application from your choice of two locations –
 - From the Windows Start Menu, select **Start>Programs>TD Waterhouse>ActiveTrader(Plus)**
 - From the Desktop, locate the shortcut and double-click it
2. The login window appears:
 - 1 Type your Connect ID.
 - 2 Type your Password.
 - 3 Click **OK** to log in to the system.

Note: • *Your current WebBroker® Connect ID and Password will be the same for TD Waterhouse Active Trader.*

- *Click on the **Options** button prior to **OK** if you wish to change your language preference or to change the background colour scheme.*



If you wish to evaluate Active Trader or Active Trader Plus and have been provided with a demo ID, perform the following:

- 1 Type your Demo Connect ID.
- 2 Type your Password.
- 3 Click on **Options**.
- 4 Change the Connect setting to **Demo**.
- 5 Click **OK** to log in to the system.



3 Reviewing Exchange Subscriber Agreements

Once your Active Trader account has been activated, the first time you log in you will be prompted to complete the various Exchange Subscriber Agreements. The various Exchanges have each developed an Exchange Subscriber Agreement to ensure that customers understand and agree to the terms of retrieval and use of real-time market data. If you decide not to accept a particular Exchange Subscriber Agreement, you will not have access to real-time market data.

4 Retrieving Quotes and Building a Watch List

Building a Watch List –

- Place cursor over the **Market View** window and right click →
- Once the menu appears, click **Add**
- Type the stock symbol and press **Enter**. For securities traded on the TSX®, the symbol is followed by **.TO** (e.g. TD.TO). For securities traded on the TSX Venture exchange, the symbol is followed by **.VN** (e.g. GAV.VN). U.S. securities do not require a market indicator



Finding a stock symbol – →

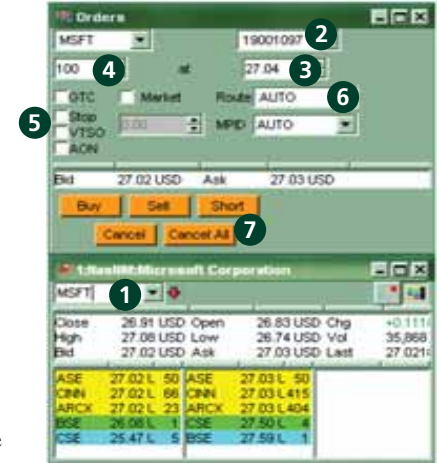
- From the upper tool bar select **Window**, then **Symbol Lookup**
- The **Symbol Lookup** window appears. Type in the company name and press **Enter**



5a Entering A Trade on TD Waterhouse Active Trader (See 5b for TD Waterhouse Active Trader Plus)

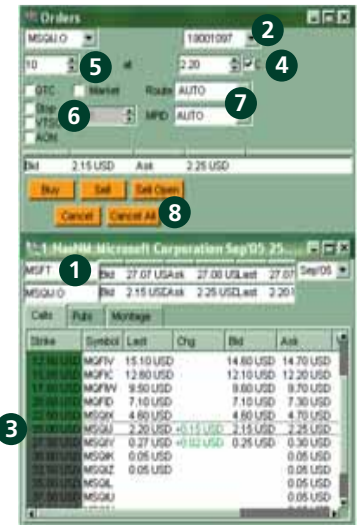
Entering an Equity Order:

- 1 Entering a symbol in the Stock Box will automatically populate the symbol field in the Order Ticket. A symbol can be entered using any of the following methods:
 - Type the symbol into the Stock Box and press **Enter**
 - Drag-and-Drop a symbol from another window (Market View, Index View, Account Box, Symbol Lookup, etc.) into the Stock Box
 - Double-click on the quote information (last trade, bid or ask price)
- 2 Select the account number for your order.
- 3 Type in the desired price or click on a price shown in the Level II quote display. Alternatively, check the **Market** box to purchase at the best available price.
- 4 Set the order quantity by typing a specific quantity into this field, or by clicking on the **Up** and **Down** arrows, or by holding the **Shift** key while using the **Up** and **Down** arrow keys.
- 5 Select the appropriate Order Type/Time-In-Force setting if applicable. The gray price box becomes activated if a **Stop Order** type is selected.
- 6 Select the venue in which you wish to execute your order. Leave as **AUTO** if you wish to have your order automatically routed for the best execution. For more information on routing, please refer to the TD Waterhouse Active Trader User Guide.
- 7 Click on desired action.



Entering an Option Order:

- 1 Enter the symbol of the underlying stock. Stock symbols can be entered using any of the methods used in the Stock Box. You will notice that the option chain will automatically be retrieved. Toggle between Call and Put Options by clicking on the appropriate tab. **Montage** provides depth-of-book data for the selected **Option** contract.
- 2 Select the account number for your order.
- 3 Click on the desired **Option** series. You will notice that the **Option** symbol is automatically populated in the **Order** window, along with the last traded price.
- 4 Type in the desired price or check the **Market** box to purchase at the best available price. When entering an Opening Sell order, check the "C" box if the position is "Covered", leave it blank if the position is "Uncovered".
- 5 Set the order quantity by typing a specific quantity into this field, or by clicking on the **Up** and **Down** arrows, or by holding the **Shift** key while using the **Up** and **Down** arrow keys.
- 6 Select the **Order Type** if applicable.
- 7 Select the venue in which you wish to execute your order. Leave as **AUTO** if you wish to have your order automatically routed for the best execution. For more information on routing, please refer to the TD Waterhouse Active Trader User Guide.
- 8 Click on the desired action.



5b Entering A Trade on TD Waterhouse Active Trader Plus

Entering an Equity Order:

Active Trader Plus integrates order entry with the stock box view.

- 1 There are four ways to enter a symbol into a Stock Box –
 - **Type** the symbol into the desired stock box and hit **Enter**
 - **Drag and Drop** a symbol from another window (Market View, Index View, Account Box, Symbol Lookup, etc.) into a Stock Box
 - Use the Stock **Shortcut keys** within the Hot Keys functionality (see the Active Trader Plus User Guide for more details)
 - **Double-click** on the quote information in another window to populate the symbol into the last active Stock Box
- 2 Select the account number for your order.
- 3 Set the order quantity by typing a specific quantity into this field, or by clicking on the **Up** and **Down** arrows, or by holding the **Shift** key while using the **Up** and **Down** arrow keys.
- 4 Set your limit price by typing in the exact price, or by clicking on a desired price within the Level II display, or by using the arrow keys as described in step 3 above.
- 5 Select the venue in which you wish to execute your order. Leave as **AUTO** if you wish to have your order automatically routed for the best execution. For more information on routing, please refer to the TD Waterhouse Active Trader Plus User Guide.
- 6 Select the appropriate Order Type/Time-In-Force setting from the available choices detailed in the drop-down field. The gray price box becomes activated if a Stop Order type is selected.
- 7 Click on desired action.

19001097

Buy 100 27.00 AUTO Set

Cover DAY 6 AUTO Short

Close 26.87 USD Open 26.84 USD Chg +0.24 USD
High 27.16 USD Low 26.81 USD Vol 32,014,834
Bid 27.10 USD Ask 27.11 USD Last 27.11 USD

27.12 USD
27.11 USD 500
27.10 USD
27.09 USD
27.08 USD
27.07 USD
27.06 USD
27.05 USD
27.04 USD

ASE 27.10 U 50 ASE 27.11 U 50 27.11 USD 8
ARCK 27.10 U 288 ARCK 27.11 U 228 27.11 USD 8
CNN 27.10 U 345 CNN 27.11 U 228 27.11 USD 1
BSE 26.34 U 1 CSE 27.50 U 4 27.11 USD 16
CSE 26.47 U 6 BSE 27.06 U 1 27.11 USD 2

Toggle Buttons

Dome View

Level II

Advanced Order Ticket

Basic Order Ticket

Dome View

Level II View

Refer to the Active Trader Plus User Guide for additional order entry functionality included within Dome View and the Advanced Order Ticket.

5b Entering A Trade on TD Waterhouse Active Trader Plus (continued)

Entering an Option Order:

The TD Waterhouse Active Trader Plus application integrates order entry with the option box view.

- 1 Enter the symbol of the underlying stock. *Stock symbols can be entered using any of the four methods also used in the Stock Box.* You will notice that the Option chain is automatically retrieved. Toggle between Call and Put Option chains by clicking on the appropriate tab (refer to step 1 under Active Trader Plus Equity Order).
- 2 Select the account number for your order.
- 3 Click on the desired Option series. You will notice that the Option symbol is automatically populated in the Order window along with the last traded price. Depth-of-Book data can now be retrieved by clicking on **Montage**.
- 4 Set the order quantity by typing a specific quantity into this field, or by clicking on the **Up** and **Down** arrows, or by holding the **Shift** key while using the **Up** and **Down** arrow keys.
- 5 Set your limit price by typing in the exact price, or by clicking on a desired price within the Depth-of-Book display.
- 6 When entering an Opening Sell order, check the “C” box if the position is “Covered”, leave it blank if the position is “Uncovered”.

- 7 Select the venue in which you wish to execute your order. Leave as **AUTO** if you wish to have your order automatically routed for the best execution. For more information on routing, please refer to the TD Waterhouse Active Trader User Guide.

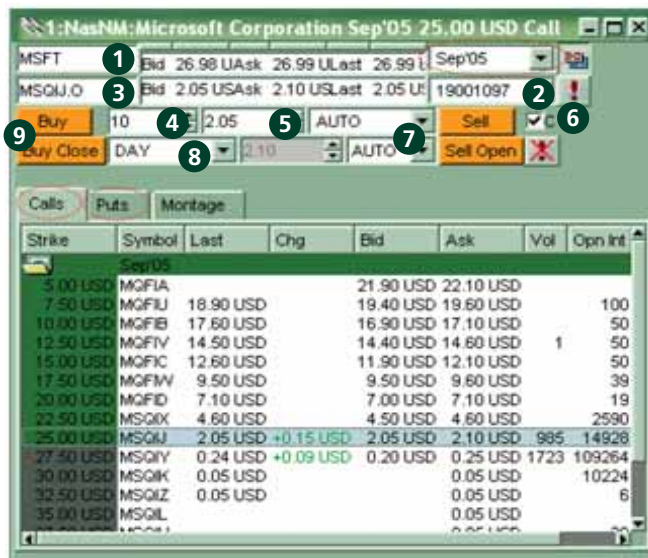
- 8 Select the appropriate Order Type/ Time-In-Force setting from the available choices detailed in the drop-down field. The gray price box becomes activated if a Stop Order type is selected.

- 9 Click on desired action.

Level I
quote data

Order Ticket

Option Chain



For more information on TD Waterhouse Active Trader, call:
English: 1-866-247-1114 • French: 1-888-666-5246
Cantonese: 1-866-387-8888 • Mandarin: 1-866-394-6666
or visit www.tdwaterhouse.ca/activetrader

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