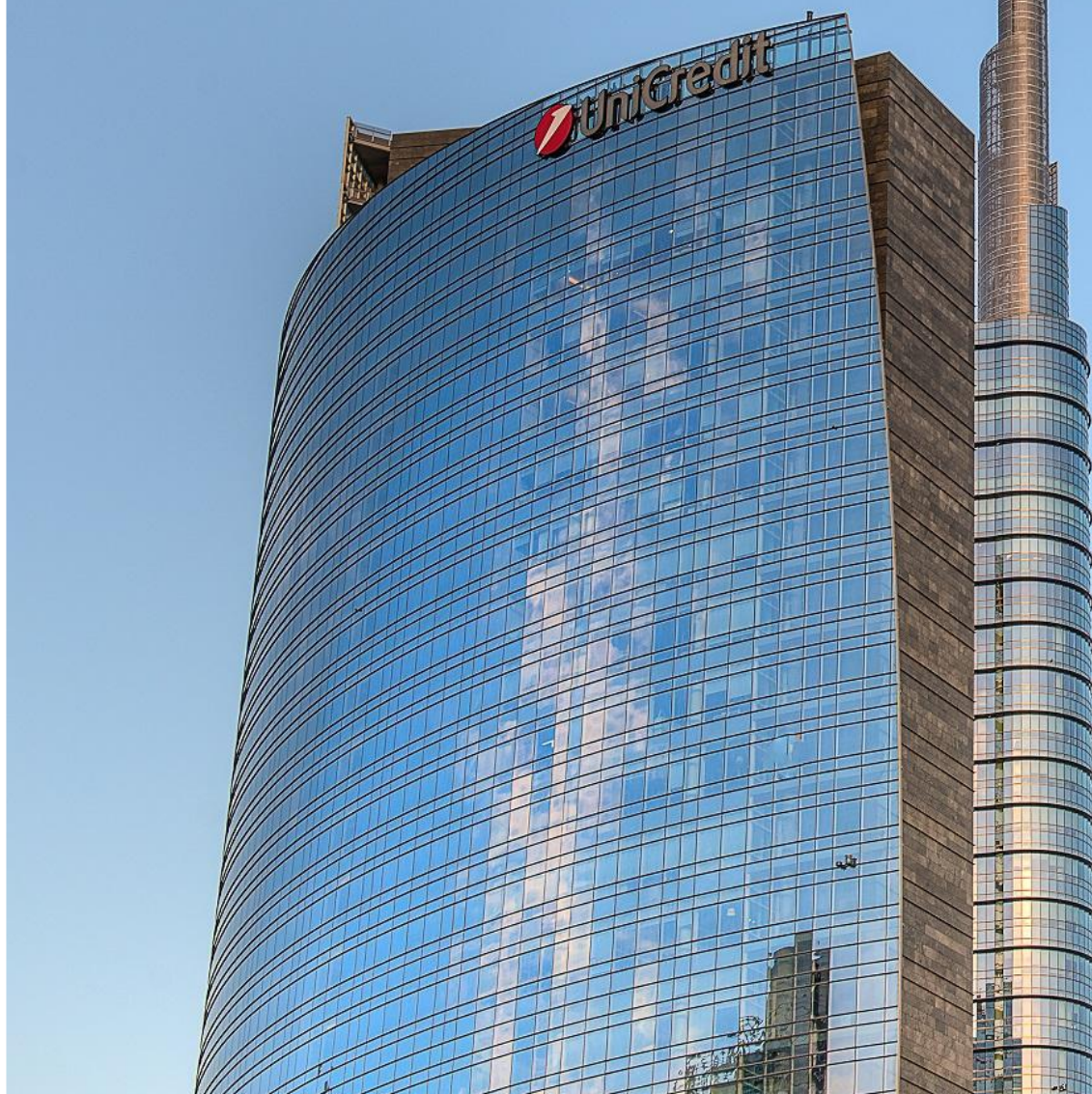




UCTrader User Guide



Client Risk Management

UCTrader

User Guide
August 2022

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1. Getting Started

1. Launch <https://uctrader.unicreditgroup.eu/uctrader>.
2. Enter your username and click Next



The image shows a login form titled "Welcome to UCTrader" with a close button (X) in the top right corner. Below the title is a "Username" label and a text input field containing the placeholder text "Insert user". Below the input field is a blue "Login" button.

3. If you login using the UniCredit Authenticator app:
 - a. Please follow your OTP enrollment instructions provided in your Welcome Email. If you have not received this email, please speak to your sales coverage.
 - b. For all subsequent logins, you must provide your username, password and the passcode generated by your UniCredit Authenticator app. Alternatively, it will be possible to log in by scanning the QR code via the app providing the validation code shown on the screen.
4. If you login via SMS and Mail:
 - a. Click on "Forgot Password?"
 - b. Your one-time passcode will be sent via SMS to your registered phone number and via Mail to your registered mail address.
 - c. Enter your passcode and click Login.
 - d. Set your password when prompted. Keep in mind your password must be at least 8 characters long, and contain at least 1 letter, at least 1 digit and at least one special character.
 - e. For all subsequent logins, you must provide your username and password, at which point your passcode will be sent via SMS or mail based on your choice. Enter the passcode and click Login to proceed.



The image shows a login form titled "Welcome to UCTrader" with a close button (X) in the top right corner. Below the title is a "< BACK" link. Below that is a "Username" label and a text input field containing the text "EE03846". Below the input field is a "Password" label and a text input field containing the placeholder text "Insert password". Below the password field is a "Login" button and a link "I FORGOT MY PASSWORD >". Below the login section is a QR code. Below the QR code is the text "Frame the QR Code with the App and use the following verification code" followed by the number "477". Below that is the text "The code is valid for 1 : 56". At the bottom is a "Generate QR code" button.

For more details please see the login guides on the UCTrader homepage:

- [IAL SMS & Mail OTP](#)
- [IAL Mobile APP](#)

1.1. WHAT CAN I DO WITH UCTRADER?

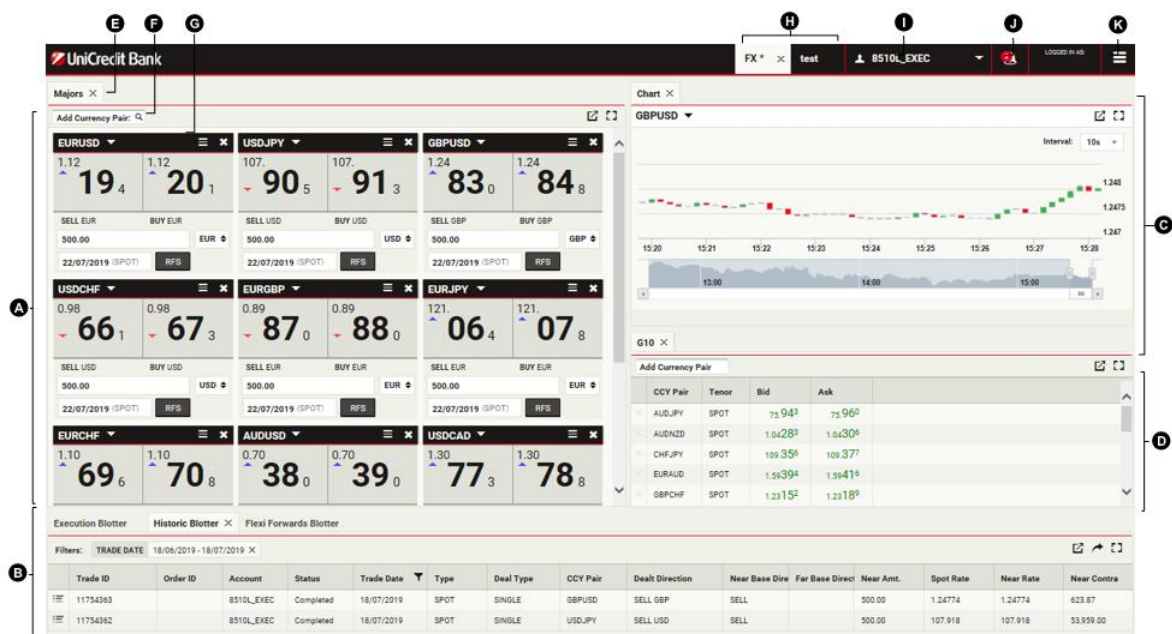
UCTrader provides the following features:

- Executable Streaming Price (ESP) and Request For Stream (RFS)
- FX spot, forwards, swaps and blocks
- FX Flexible Forwards and takeups
- Precious metals spot
- Commodity asian swaps and outright forwards in precious and base metals, carbon, agriculture and energy
- FX Single orders: Market, Take Profit, Stop Loss, Benchmark, and Call
- FX Conditional orders: One Cancels Other (OCO), If Done, and If Done OCO
- Electronic confirmation of trades executed on the UCTrader platform

The set of features that you can access will be determined by our regional business policy and your individual access privileges. For more information on any of the features, or to request their activation, please ask your sales contact.

1.2. APPLICATION LAYOUT

You can customise the application's layout to suit different tasks and workflows. For more information, see Customising Application Layout. The illustration below shows a typical layout.



Key:

A – Panel component – Trade Panels contain trade tiles.

B – Blotter component – Blotters are journals of trades and orders. In the illustration, three blotter components are stacked in the same location: 'Execution Blotter', 'Historic Blotter' and 'Orders Blotter'. The Historic Blotter is selected; 'Execution Blotter' and 'Orders Blotter' are hidden.

C – FX Chart component – A chart plots the price history of a currency pair.

D – FX Watchlist component – Watchlists are customisable lists of currency pairs and their respective rates for a spot trade in the default volume of currency.

E – Component tab – The tab of a component is used to select and reposition the component. To reposition a component, drag the component's tab. To select a component in a stack of components, click the component's tab.

F – Product dropdown list – To add a new trade tile, select a currency pair or commodity underlying from the dropdown list.

G – Trade tile – Use trade tiles to make ESP trades and to launch tickets for RFS trades.

H – Workspace tabs – Two workspaces are open: 'Wk 1' and 'Wk 2'. Workspace 'Wk 1' is selected; 'Wk 2' is hidden.

I – Trading account – The account used for ESP trades and the default account in new trade tickets.

J – Notification icon – To review recent application notifications, click the notifications icon.

K – Main menu icon – To create new workspaces and to add components to existing workspaces, click the main menu icon.

1.3. MAKING A TRADE

You initiate both Executable Streaming Price (ESP) trades and Request For Stream (RFS) trades from trade tiles. Only FX spot and forward trades can be executed in ESP mode.

- You make ESP trades directly via a trade tile.
- You make RFS trades by launching a ticket screen from a trade tile's interface.

1.3.1. MAKING AN FX ESP TRADE

1. Locate a trade tile for the currency pair you wish to trade.
 - To add a new tile, select the currency pair from the dropdown list F at the top-left of a Trade Panel A.
2. Optionally, choose a different pricing interface for the tile:
 - For one-way pricing, choose **Tile Menu** ≡ > **Change To** > **One Way Outright**
 - For two-way pricing, choose **Tile Menu** ≡ > **Change To** > **Two Way Outright**
3. Complete the fields on the trade tile.
4. Click a streaming rate to execute a trade.

1.3.2. MAKING AN FX OR COMMODITY RFS TRADE

1. Locate a trade tile for the product you wish to trade.
 - To add a new tile, select the product from the dropdown list F at the top-left of a Trade Panel A.
2. Open an RFS screen by clicking the **RFS** button on the tile.
3. Select the product by clicking on the product name (e.g. **Two Way Outright**):
4. Complete the fields on the ticket.
5. Click **Request Price** to get an RFS rate.
 - An RFS pricing stream is available for a limited time period. A countdown timer displays the remaining lifetime of the stream.
6. Click a rate to execute a trade, or click the **Cancel** button to cancel.

1.4. LOGGING OUT

To log out of the application, choose **Main Menu** ≡ > **Logout**.

2. Customising Application Layout

You can customise the application's layout to suit different tasks, workflows and clients. Components may be added to, deleted from and rearranged within multiple compositions called workspaces.

Please note that any changes you make to your workspace are only temporary until saved (see [Saving your changes](#)).

2.1. CREATING A NEW WORKSPACE


You can choose to either create a new empty workspace, or duplicate an existing workspace and customise it.

2.1.1. CREATING A NEW, EMPTY WORKSPACE

To create a new workspace, choose **Main Menu**  > **Workspace** > **New**.

2.1.2. DUPLICATING AN EXISTING WORKSPACE


To duplicate an existing workspace:

1. Select the tab of the workspace you wish to duplicate.
2. Choose **Main Menu**  > **Workspace** > **Duplicate**.

2.2. SWITCHING BETWEEN OPEN WORKSPACES

To switch to a different workspace, select the tab of the workspace.

If you cannot see the tab of the workspace to which you want to switch:

- When more workspaces are open than there is space to display their tabs, additional workspace tabs are displayed in a dropdown list under a tab labelled >>. Search the dropdown list for the workspace you want to switch to.
- The workspace might not be open. To open and display a workspace, choose **Main Menu**  > **Workspaces** > **Open**.

2.3. REARRANGING COMPONENTS WITHIN A WORKSPACE

2.3.1. REPOSITIONING A COMPONENT


To reposition a component, drag the component's tab. As you drag, a highlighted rectangle indicates available locations.

2.3.2. RESIZING A COMPONENT

To resize a component, drag the border between the component and a neighbouring component.

2.3.3. EXPANDING A COMPONENT TO TEMPORARILY FILL A WORKSPACE

To expand a component to fill the workspace, click the component's expand icon: 


To restore the component to its original size, click the component's collapse icon: 

2.3.4. RENAMING A COMPONENT

To rename a component:

1. Double-click the component's tab.
2. Delete the existing name.
3. Type a new name for the component.
4. Press Enter to confirm or Esc to cancel.

2.3.5. REMOVING A COMPONENT

To remove a component, on the tab of the component, click the close icon: 

If the component is in a tabbed stack and unselected, the tab's close icon will be hidden. Point to the tab to reveal the close icon.

2.4. ADDING A NEW COMPONENT TO A WORKSPACE

You can add these component types to a workspace:

- Trade Panel (both FX and Commodity trade panels are available)
- FX Chart
- FX Block Trade
- Blotter
- FX Watchlist

To add a component to a workspace:

1. Select the tab of the workspace to which you want to add the component.
2. Choose the component you want to add from the Main Menu:
 - To add a Trade Panel, choose **Main Menu** ≡ > **Add** > **FX Panel** or **Main Menu** ≡ > **Add** > **Commodity Panel**.
 - To add a Block Trade, choose **Main Menu** ≡ > **Add** > **FX Block Trade**.
 - To add a blotter, choose **Main Menu** ≡ > **Add** > **Blotter** > **blotter name**.
 - To add a watchlist, choose **Main Menu** ≡ > **Add** > **FX Watchlist** > **watchlist name**.
3. Drag the new component to a position within the workspace.
 - If the component is the first component in a new workspace, the component will automatically fill the whole workspace.

2.5. RENAMING A WORKSPACE

To rename a workspace:

1. Double-click the workspace's tab.
2. Delete the existing name.
3. Type a new name for the workspace.
4. Press Enter to confirm or Esc to cancel.

2.6. SAVING YOUR CHANGES

New workspaces and changes to an existing workspace's layout persist only for the duration of your login session. To use your new workspaces and workspace layouts in subsequent sessions, you must first save your changes.

The tabs of new workspaces and changed workspaces are highlighted with an asterisk (*) until they have been saved.

2.6.1. SAVING A SINGLE WORKSPACE

To save a single workspace:

1. Select the tab of the workspace to save.
2. Choose **Main Menu** ≡ > **Workspace** > **Save**.

2.6.2. SAVING ALL WORKSPACES

To save all workspaces, choose **Main Menu** ≡ > **Workspace** > **Save All**.

2.7. OPENING A SAVED WORKSPACE

To open a saved workspace:

1. Choose **Main Menu** ≡ > **Workspaces** > **Open** to display a list of saved workspaces.
2. Select a workspace from the list.

2.8. CLOSING A WORKSPACE

To close a workspace, click the workspace tab's close icon: ✕

When the workspace you wish to close is not currently selected, the close icon on the workspace's tab is hidden. Point to the workspace's tab to reveal the close icon.

To re-open a closed workspace, choose **Main Menu** ≡ > **Workspaces** > **Open**.

3. Managing FX Tiles and ESP Trading¹

You make Executable Streaming Price (ESP) trades using trade tiles. Trade tiles are contained in a Trade Panel, which is a workspace component. There are five tile formats. All formats provide executable prices with the exception of the Swap Ladder format, which opens a Request For Stream (RFS) swap ticket.

3.1. ADDING AN FX TRADE PANEL TO YOUR WORKSPACE

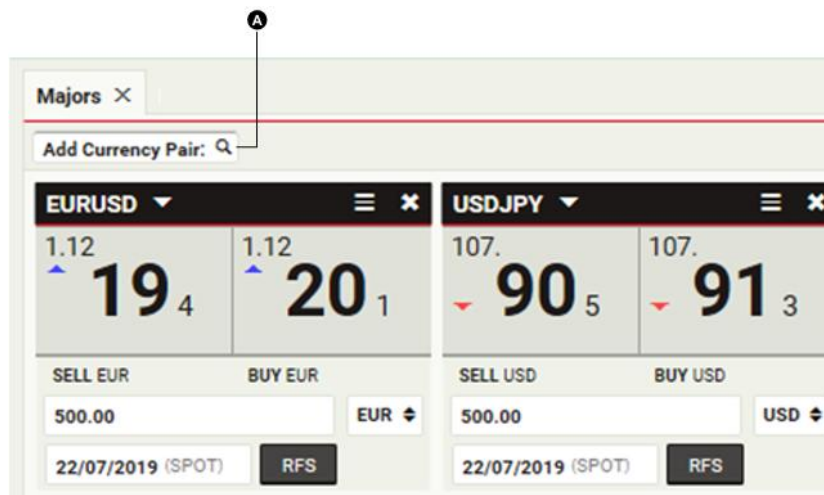
To add a new FX Trade Panel to a workspace:

1. Click the tab of the workspace to which you want to add the FX Trade Panel.
2. Choose **Main Menu** ≡ > **Add** > **FX Panel**.
3. Drag the Trade Panel to a location within the workspace.
 - If the Trade Panel is the first component in a new workspace, the Trade Panel automatically fills the whole workspace.

3.2. ORGANISING TILES IN A TRADE PANEL

3.2.1. ADDING A TILE USING THE TRADE PANEL

The illustration below shows a Trade Panel called 'Majors' containing two FX tiles.



Key:

A – Dropdown list of currency pairs

To add a new tile for a currency pair, select the currency pair from the dropdown list at the top-left of the Trade Panel A.

You may add more than one tile for the same currency pair. This enables you to compare rates side-by-side for different volumes and tenors.

3.2.2. ADDING A TILE USING A WATCHLIST


Drag a currency pair from a watchlist to the Trade Panel. You can add more than one tile for a currency pair.

3.2.3. REPOSITIONING A TILE

To reposition a tile, drag the title bar of the tile. As you drag, a grey rectangle highlights possible new positions for the tile.

3.2.4. OPENING A TILE IN ITS OWN WINDOW

To open a tile in its own window:

1. Point to the tile's title bar. The pop-out icon is revealed.
2. Click the tile's pop-out icon: 

¹Functionality not currently available to clients of UCI S.p.A.

If the tile does not open in its own window, your web browser may be set to block pop-up windows by default. To fix this, add this website to the web browser's list of sites allowed to open pop-up windows. For more information about how to do this, search for 'pop-up' in your web browser's help.

3.2.5. REMOVING A TILE

To remove a tile, click the tile's close icon: ✕

3.3. CHANGING A TILE'S INTERFACE

A trade tile has 5 interfaces:

- One-Way Outright
- Two-Way Outright
- Tenor Ladder
- Swap Ladder
- Volume Ladder

To change a tile's interface type, choose **Tile Menu** ≡ > **Change To** > interface name.

3.4. UNDERSTANDING THE FX RATES DISPLAYED IN TILES

The display of FX rates follows FX conventions.

3.4.1. ONE-WAY PRICING

Where one rate is displayed for a currency pair, the interface of the tile indicates whether the rate is the bid rate or ask rate.

3.4.2. TWO-WAY PRICING

Where two rates are displayed for a currency pair, the bid rate is always on the left and the ask rate is always on the right. The rates are labelled in terms of the direction of the dealt currency from your perspective. Changing the unit of the dealt currency changes the labelling of the rates, but does not change the order of the rates.

3.5. SELECTING THE ACCOUNT

To select the account used for ESP trades, select an account from the dropdown list in the application toolbar.

To select a different account for a trade without changing the default account for all ESP trades, use an RFS ticket. To launch an RFS ticket, choose **Tile Menu** ≡ > **Launch** > ticket type.

To allocate multiple accounts against a single, high-volume trade, use the FX Block Trade component. See **Making an FX Block Trade**.

You can change your default account that is selected when logging into UCTrader via the settings panel:

1. Choose **Main Menu** ≡ > **Settings**.
2. Switch to the **General** settings.
3. Select your default account.

3.6. SPECIFYING CURRENCY AMOUNTS

To enter large amounts of currency quickly, use one of the suffixes from the table below.

Suffix	Unit	Example
'k'	Thousand	Type '500k' as shorthand for '500,000.00'
'm'	Million	Type '1m' as shorthand for '1,000,000.00'
'b'	Billion	Type '1b' as shorthand for '1,000,000,000.00'

The maximum amount that can be traded in a single ticket is shown in the trade tile, under GFA (Good For Amount).

3.7. CLICK TO TRADE STYLE

You can execute trades on ESP tiles via either a single-click, double-click, or a 2-step process where you must click a separate button to execute. To change your preferred style:

1. Choose **Main Menu** ☰ > **Settings**.
2. Switch to the **FX Trading** settings.
3. Choose your preferred style.

3.8. MAKING AN ESP TRADE WITH A TRADE TILE

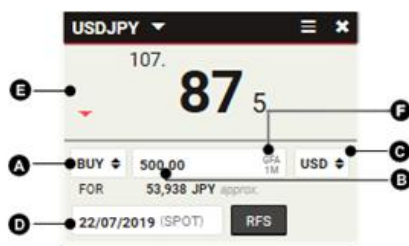
Before placing a trade through a tile, always check that the correct account and settlement date has been selected in the application toolbar.

The details of any executed trade can be seen in the blotters (see

3.8.1. TRADING USING A ONE-WAY OUTRIGHT TILE

The one-way outright tile provides a one-way executable streaming rate for a spot or forward. To make a trade using a one-way outright tile:

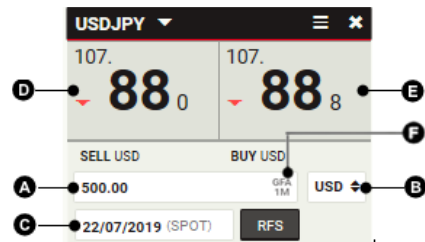
1. Select the trade direction (A).
2. Type the currency amount (B). Your maximum amount is displayed as the GFA (F).
3. Select the dealt currency (C).
4. Select the settlement date (D).
5. Click the rate (E).



3.8.2. TRADING USING A TWO-WAY OUTRIGHT TILE

The two-way outright tile provides a two-way executable streaming rate for a spot or forward. To make a trade using a two-way outright tile:

1. Type the currency amount (A). Your maximum amount is displayed as the GFA (F).
2. Select the dealt currency (B).
3. Select the settlement date (C).
4. Click the bid rate (D) or the ask rate (E).

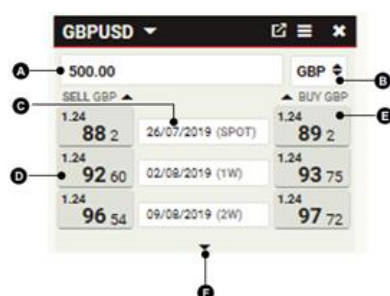


3.8.3. TRADING USING A TENOR LADDER TILE

The tenor ladder provides two-way pricing for a volume of currency at a selection of tenors. To change the number of tenors displayed in the tile, click the triangle (F) at the bottom of the tile; this toggles the height of the tile between single and double height. To change a tenor in the ladder, select a new settlement date (C).

To make a trade at a tenor in the ladder:

1. Type the currency amount (A).
2. Select the dealt currency (B).
3. Click the tenor's bid rate (D) or ask rate (E).

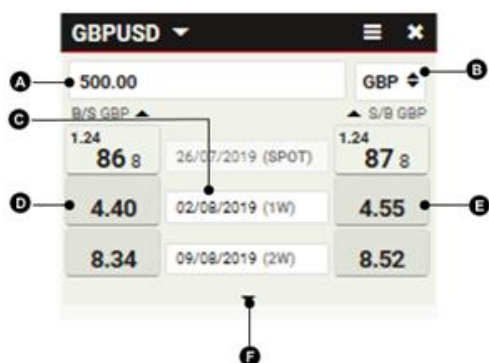


3.8.4. TRADING USING A SWAP LADDER TILE

The swap ladder provides two-way pricing for an FX swap with the near leg at spot and a far leg at a selection of tenors. Unlike the other tile formats, the swap ladder does not provide executable pricing. Clicking on a rate opens a Request For Stream (RFS) ticket, pre-filled with a spot-to-forward swap at the selected tenor. FX swaps are quoted in forward points at a discount or premium to the spot rate shown on the top rung of the ladder. To change the number of tenors displayed in the tile, click the triangle **(F)** at the bottom of the tile; this toggles the height of the tile between single and double height. To change a tenor in the ladder, choose a new settlement date **(C)**.

To make an FX swap with the far leg at a tenor in the ladder:

1. Type the currency amount **(A)**.
2. Select the dealt currency **(B)**.
3. Click the tenor's bid rate **(D)** or ask rate **(E)**.

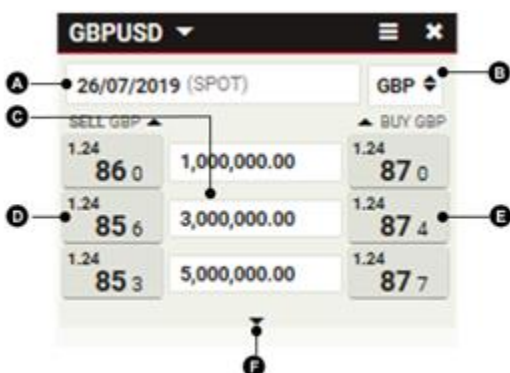


3.8.5. TRADING USING A VOLUME LADDER TILE

The volume ladder provides two-way pricing for a spot or forward trade at a selection of volumes. The ladder is initially unpopulated. To add a currency volume to a row on the ladder, type a currency amount into the row's amount field **(C)**. To change the number of volumes displayed in the tile, click the triangle **(F)** at the bottom of the tile; this toggles the height of the tile between single and double height.

To make a spot or forward trade for a volume in the ladder:

1. Select the settlement date **(A)**.
2. Select the dealt currency **(B)**.
3. Click the volume's bid rate **(D)** or ask rate **(E)**.

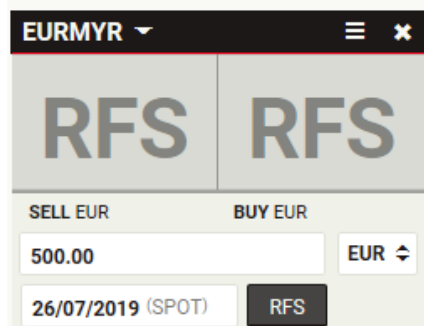


3.9. TROUBLESHOOTING TRADE TILES

Before placing a trade through a tile, always check that the correct account has been selected in the application toolbar.

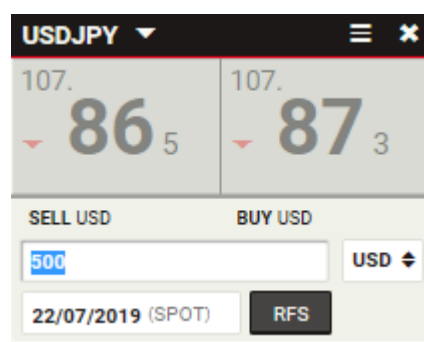
3.9.1. TILE RATES ARE REPLACED BY THE TEXT 'RFS'

You have entered an amount of currency above the tile's maximum amount (the Good For Amount or GFA), or electronic pricing is not available for the selected settlement date. Executable Streaming Prices (ESP) are only available for currency amounts at or below the tile's GFA. To execute a trade for amounts above the GFA or for your desired date, launch a Request For Stream (RFS) ticket by clicking on the text 'RFS' or launching a ticket from the tile's menu ☰.



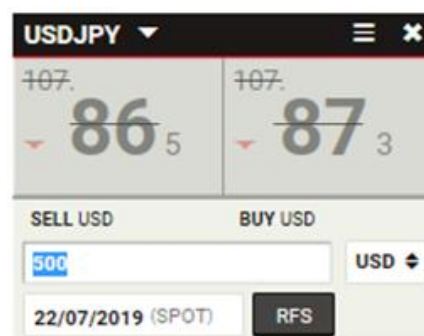
3.9.2. TILE RATES ARE GREYED-OUT AND UNRESPONSIVE

Trading has been disabled because one or more aspects of the trade conflict with your trading permissions. To find out what trading permissions you have, please contact your help desk.



3.9.3. TILE RATES ARE GREYED-OUT, STRUCK-OUT, AND UNRESPONSIVE

Trading has been disabled because the connection to the pricing server is temporarily unavailable. If the problem persists, please contact your help desk.



4. Making an RFS FX Spot or Forward Trade

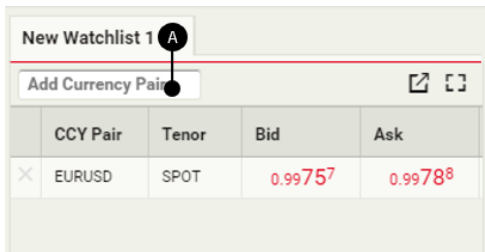
To begin a Request For Stream (RFS) trade in an FX spot or forward, launch an outright ticket.

4.1. LAUNCHING AN OUTRIGHT TICKET

Outright tickets are launched from trade tiles and watchlists.

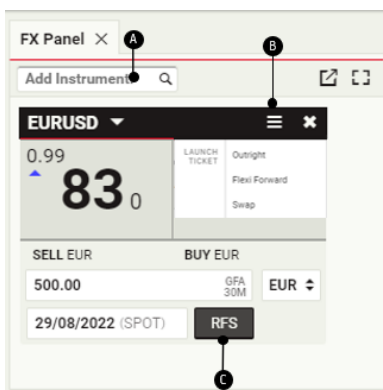
To launch an outright ticket from an FX watchlist:

1. In the watchlist, click on the currency pair you wish to trade in. **(A)**



To launch an outright ticket from a trade tile:

1. In the FX Trading Panel, locate or open a trade tile for the currency pair you wish to trade. **(A)**
2. Choose Tile Menu ≡ > Launch Ticket > Outright or click the RFS button on the tile. **(B-C)**



4.2. SWITCHING BETWEEN ONE-WAY AND TWO-WAY PRICING²

An outright ticket launched from a one-way pricing tile defaults to the ticket's one-way pricing interface. An outright ticket launched from a two-way pricing tile defaults to the ticket's two-way pricing interface.

To change the pricing mode of the ticket:

- To switch to one-way pricing, choose Product Menu ≡ > Change To > One-Way Outright.
- To switch to two-way pricing, choose Product Menu ≡ > Change To > Two-Way Outright

4.3. REQUESTING A TRADE

To request a trade:

1. Complete the fields on the ticket.
2. Click **Request Price**.
 - An RFS pricing stream is available for a limited time period. A countdown timer displays the remaining lifetime of the stream.
3. Click a streaming rate to trade, or click **Cancel** to cancel.

²Functionality not currently available to clients of UCI S.p.A.

The details of all executed

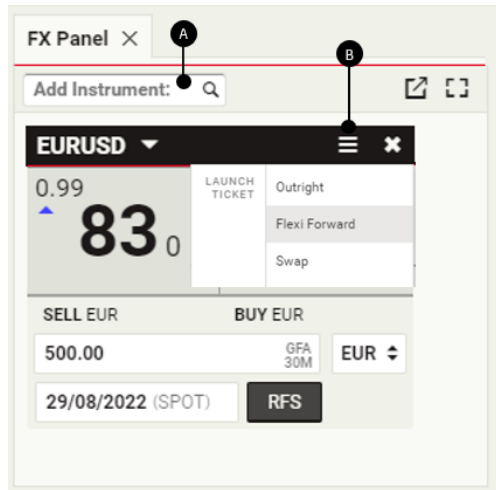
5. Making an RFS FX Flexible Forward Trade

To begin a Request For Stream (RFS) FX flexi forward trade, launch a time-option ticket.

5.1. LAUNCHING A FLEXI FORWARD TICKET

To launch a flexi forward ticket:

1. Locate a trade tile for the currency pair you wish to trade. **(A)**
2. Choose Tile Menu ≡ > Launch Ticket > Flexi Forward. **(B)**



5.2. REQUESTING A TRADE

To request a trade:

1. Complete the fields on the ticket.
2. Click **Request Price**.
 - An RFS pricing stream is available for a limited time period. A countdown timer displays the remaining lifetime of the stream.
3. Click a streaming rate to trade, or click **Cancel** to cancel.

5.3. REVIEWING YOUR ACTIVE FLEXI FORWARDS

To review your active time-option forwards, add a Flexi Forward Blotter to your workspace. For more information on blotters, see

Reviewing Trading Activity Using Blotters.

5.4. SETTLING OR DRAWING DOWN A FLEXI FORWARD

To settle a flexi forward and drawdown funds, please perform a take up operation via UCTrader, or alternatively contact your sales representative.

Flexi Forward Confirmation ✕

Account:
[REDACTED]

Trade ID:
13223096

Counterparty:
UniCredit

You Bought:
10,000.00 EUR

Window Start Date:
24/05/2019

Window End Date:
25/08/2019

Last Value Date:
26/08/2019

Execution Time:
27/05/2019 13:26:51 GMT

Submitted By:
[REDACTED]

You Sold:
11,282.17 USD

All-in Rate:
1.12822

Drawn Down Amount:
5.00 EUR

Remaining Amount:
9,995.00 EUR

Summary
You have bought **10000.00 EUR** and sold **11282.17 USD** at **1.12822** starting on 24/05/2019 and ending on 25/08/2019

More Actions:

Print


New Trade


Take Up History

New Take Up

Close


To execute a drawdown on the Flexi Forward:

1. Go to the Flexi Forwards Blotter
2. Click the blotter row's ticket icon:  to display the chosen Flexi Forward Confirmation Ticket
3. Click **New Take Up** button and enter the Drawn Down Amount (not exceeding the Remaining Amount) and Settlement Date (any date up to the Window End Date); Contra Amount and Resulting Remaining Amount are calculated automatically
4. Click **Submit Drawdown** to perform the Take Up

New Take Up - #13223096 

Flexible Forward Summary


Remaining Amount	All-In Rate	Trade Date	Window End Date	Last Value Date
9,995.00 EUR	1.12822	27/05/2019	25/08/2019	26/08/2019

Drawn Down Amount	Settlement Date	Contra Amount
EUR 500.00	 26/08/2019	USD 564.11

You are drawing down 500.00 EUR for settlement on 26/08/2019
Your Flexible Forward will have 9,495.00 EUR remaining


Resulting Remaining Amount
9,495.00 EUR

Submit Drawdown

New Take Up - #13223096 

Flexible Forward Summary


Remaining Amount	All-In Rate	Trade Date	Window End Date	Last Value Date
9,995.00 EUR	1.12822	27/05/2019	25/08/2019	26/08/2019




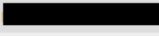

 Executing - please wait

You are drawing down 500.00 EUR for settlement on 26/08/2019
Your Flexible Forward will have 9,495.00 EUR remaining

Close

Historical Take Ups can be displayed by clicking **Take Up History** button:

Take Up History - #13223096 

Submission Date	Drawn Down Amount	Settlement Date	Contra Amount	Submitted By
07/06/2019 13:07:42	1.00 EUR	10/06/2019	1.13 USD	
03/06/2019 14:24:01	1.00 EUR	05/06/2019	0.89 USD	
28/05/2019 13:50:54	1.00 EUR	30/05/2019	0.89 USD	
27/05/2019 15:55:45	1.00 EUR	29/05/2019	0.89 USD	
27/05/2019 15:26:52	1.00 EUR	28/05/2019	0.89 USD	

Close

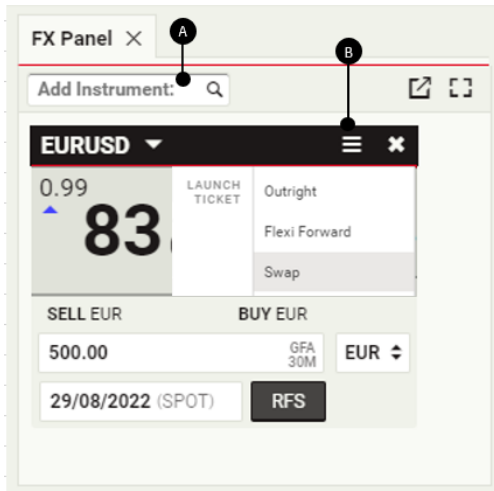
6. Making an RFS FX Swap Trade

To begin a Request For Stream (RFS) trade in an FX swap, launch a swap ticket.

6.1. LAUNCHING A SWAP TICKET

To launch a swap ticket:

1. Locate a trade tile for the currency pair you wish to trade. **(A)**
2. Choose Tile Menu ≡ > Launch Ticket > Swap. **(B)**



6.2. SWITCHING BETWEEN ONE-WAY AND TWO-WAY PRICING³


A swap ticket launched from a one-way pricing tile defaults to the ticket's one-way pricing interface. A swap ticket launched from a two-way pricing tile defaults to the ticket's two-way pricing interface.

To change the pricing mode of the ticket:

- To switch to one-way pricing, choose **Product Menu** ≡ > **Change To** > **One-Way Swap**.
- To switch to two-way pricing, choose **Product Menu** ≡ > **Change To** > **Two-Way Swap**.

6.3. REQUESTING A TRADE

To request a trade:

1. Complete the fields for the near leg:
 - a. Type an amount of currency.
 - b. Select the dealt currency.
 - c. Select the settlement date (it defaults to spot).
2. Complete the fields for the far leg:
 - a. By default, the currency amount of the far leg is locked to the currency amount of the near leg. To create an uneven swap, unlock the currency amount field by clicking the padlock icon: .
 - b. Select the settlement date (there is no default).
3. Select an account.
4. Click **Request Price**.
 - An RFS pricing stream is available for a limited time period. A countdown timer displays the remaining lifetime of the stream.
5. Click a streaming rate to trade, or click **Cancel** to cancel.

³Functionality not currently available to clients of UCI S.p.A.

7. Placing an FX Order⁴

To place an FX order, launch an order ticket.

7.1. LAUNCHING AN ORDER TICKET

To launch an order ticket:

1. Locate a trade tile for the currency pair you wish to trade.
2. Choose **Tile Menu** ≡ > **Launch Ticket** > **Order** or click the **Order** button on the tile.

7.2. UNDERSTANDING SUPPORTED ORDER TYPES

You can place single or conditional orders.

	Also Known As	Description
Take Profit	T/P, Limit Order	An order to sell at a higher rate or buy at a lower rate. The order's primary use is to exit a profitable position: a higher rate when going long or a lower rate when going short.
Stop Loss	S/L, Stop Order	An order to sell at a lower rate or buy at a higher rate. The order's primary use is to stop further losses from an unprofitable position: a lower rate when going long, or a higher rate when going short. When triggered, a Stop Loss order becomes a Market order, with no restriction on price of execution.
Call Order		An order to notify you when a target price is reached. Notification may be by your sales representative via telephone or automatically via email.

Conditional orders

A conditional order is an order that is activated or cancelled upon the execution of another order. You can place any of the following types of conditional order.

	Description
One-Cancels-the-Other (OCO)	A combination of an active Take Profit order and an active Stop Loss order. If one order is executed, the other order is automatically cancelled.
If Done	A Take Profit order or Stop Loss order that is activated upon the execution of a parent single-order (Take Profit or Stop Loss).
If Done One-Cancels-the-Other	An OCO order that is activated upon the execution of a parent single-order (Take Profit or Stop Loss).

7.3. PLACING AN ORDER

To place an order:

1. Select an order strategy: a single order or one of the three conditional orders.
2. Select an account.
3. Complete each section of the order.
4. Optionally, edit the activation and expiration dates of the order, **(A)** and **(B)**.
5. Click Submit to place your order, or close the ticket to cancel.

⁴Functionality not currently available to clients of UCI S.p.A.

EURUSD

✕

Strategy :

Settlement account :

Single Order

Be Poland_Acc...

Take-Profit

SETTLEMENT DATE : SPOT

SELL

200,000.00

EUR

TARGET :

1.075

1.06970

Active From/To:

Time:

Time Zone:

A

GFA

+

-

Select an ...

B

31/03/2020

17:00

+

-

Vienna

Comment

Client sells 200,000.00 EUR when target rate hits 1.075.
The order will settle to SPOT when triggered.

Submit

By default all orders that are placed are activated immediately, i.e. “Good For Activation” (GFA), and stop working only when filled or cancelled by you, i.e. “Good unTil Cancelled (GTC)”.

If you wish to define an explicit start and / or expiry time, this can be entered on the order entry window in fields **(A)** and **(B)**. The date, time and time zone all need to be defined in this case (e.g. if you wish your order to automatically cancel at 17:00 New York time, or 08:00 London time).

7.4. MANAGING YOUR ORDERS

See [Managing orders using the order blotter](#).

8. Making an FX Block Trade

The FX Block Trade component enables you to submit multiple deals as a unit, called a 'block'. All deals in a block must be in the same currency pair and for the same dealt currency.

You might want to use the block-trading component for any of the following reasons:

- You need multiple deals in the same currency pair to execute at the same rate.
- You need multiple deals in the same currency pair to succeed or fail as a unit; if one deal fails, then all the deals in the unit must fail.
- You want to upload a number of deals from an internal spreadsheet
- You want to allocate a deal to multiple accounts prior to execution (pre-trade allocation).

8.1. ADDING A BLOCK TRADE COMPONENT TO A WORKSPACE

To add a Block Trade component to a workspace:

1. Click the tab of the workspace to which you want to add the Block Trade component.
2. Choose **Main Menu** ≡ > **Add** > **FX Block Trade**.
3. Drag the Block Trade component to a location within the workspace.
 - You want to allocate a deal to multiple accounts prior to execution (pre-trade allocation).

8.2. UNDERSTANDING THE BLOCK TRADE COMPONENT INTERFACE

The illustration below shows the Block Trade component with the **Input Mode** tab selected. A set of two blocks has been created. Each block contains two deals.

The screenshot displays the FX Block Trade component in the 'INPUT MODE' tab. It shows two blocks: GBPUSD and EURUSD. Each block has a summary row with 'BUY', 'SELL', and 'NET' amounts, and a table of deals. The GBPUSD block is 'Incomplete' and the EURUSD block is 'Ready'. The interface includes tabs for 'INPUT MODE', 'NETTED VIEW', and 'TRADING MODE', along with buttons for 'Import', 'Export', 'Create New', 'Quote All', and 'Close All'. The GBPUSD block shows a summary row with BUY 2,000,000, SELL 0, and NET 2,000,000. The EURUSD block shows a summary row with BUY 3,500,000, SELL 0, and NET 3,500,000. The deals table for GBPUSD has two rows: 1. TFL Ledertechnik Gmb FORWARD Buy GBP 1,000,000 12/08/2019 (3W) Ready; 2. TFL Ledertechnik Gmb SPOT Buy GBP 1,000,000 22/07/2019 (SPOT) Ready. The deals table for EURUSD has two rows: 1. TFL Ledertechnik Gmb SPOT Buy EUR 1,000,000 22/07/2019 (SPOT) Ready; 2. TFL Ledertechnik Gmb SPOT Buy EUR 2,500,000 22/07/2019 (SPOT) Ready. An empty row is shown at the bottom of the EURUSD block for adding a new deal.

ID	Account	Type	Direction	Dealt Currency	Amount	Date 1	Date 2	Row State
1	TFL Ledertechnik Gmb	FORWARD	Buy	GBP	1,000,000	12/08/2019 (3W)		Ready
2	TFL Ledertechnik Gmb	SPOT	Buy	GBP	1,000,000	22/07/2019 (SPOT)		Ready
				GBP		DD/MM/YYYY		Incomplete

ID	Account	Type	Direction	Dealt Currency	Amount	Date 1	Date 2	Row State
1	TFL Ledertechnik Gmb	SPOT	Buy	EUR	1,000,000	22/07/2019 (SPOT)		Ready
2	TFL Ledertechnik Gmb	SPOT	Buy	EUR	2,500,000	22/07/2019 (SPOT)		Ready
				EUR		DD/MM/YYYY		

Key:

A – Interface tabs – The Input Mode tab is selected.

B – Block – The first block in the set of two blocks.

C – Block status – The status of the block.

D – Deal – The first deal in the second block.

E – Empty row – To add a new deal to the block, type the details of the deal into the empty row.

8.3. UNDERSTANDING BLOCKS

A block is a collection of deals to be priced and submitted together. A collection of blocks is called a 'block set'.

Deals in a block are restricted to the same currency-pair and dealt currency, but can have different values for all other columns: Account, Type, Direction, Amount, Date 1 and Date 2.

You can define blocks using the web interface or import blocks from an Excel spreadsheet or CSV (comma-separated values) formatted file.

8.3.1. BLOCK EXECUTION

Although blocks in a block set are priced together, each block in a block set is executed individually. If a block in a block set fails, other blocks in the set may still succeed.

Deals in a block succeed or fail as a unit. If one deal fails, it prevents the other deals in the block from succeeding.

8.3.2. BLOCK STATUS

The status of a block C is displayed in the block's title bar.

Status	Description
Incomplete	The block contains one or more deals that are not fully defined.
Ready	The block is fully defined.
Sending	The block is in transit to the pricing queue.
Queued	The block is in the pricing queue.
Picked Up	The block has been picked up from the pricing queue and is being processed.
Tradable	The block has been priced and is executable.
Expired	The block's price has expired and is no longer valid. A new quote must be requested.
Executing	The block trade is being executed.
Rejected	The block trade has been cancelled by the trader.
Cancelled	The block trade has been cancelled by the user.
Completed	The block trade has completed successfully.

8.4. UNDERSTANDING NETTING

Before the block trade component prices deals within a block, it performs the following actions:

1. Swap trades are disassembled into their constituent outright legs.
2. Deals of like tenor are netted (combined).

In a block set, netting occurs only within, not across, blocks. To preview the netted deals without requesting a quote, click the **Netted View** tab.

8.5. UNDERSTANDING HOW BLOCK TRADES ARE RECORDED IN BLOTTERS

The Execution Blotter and Historical Blotter record each deal within a block. Swap trades are recorded as their individual legs. The netted deal is not recorded. All deals in a block are recorded with the same trade ID.

8.6. CONFIGURING BLOCKS USING THE WEB INTERFACE

To create and configure blocks, use the **Input Mode** panel. To open the Input Mode panel, click the **Input Mode** tab.

8.6.1. CREATING A BLOCK

To create a block:

1. On the Input Mode panel, click the Create New button.
2. Type a currency pair into the currency-pair field of the new block.
 - A dropdown list of possible currency pairs appears as you type.
 - You can use the same currency pair in more than one block.
3. Select a dealt currency for the new block.
4. Add deals to the block (see next section).

8.6.2. ADDING A DEAL TO A BLOCK

To add a deal to a block:

1. On the empty row in the tabular section of the block, click on the 'Account' field.
2. Complete the 'Account', 'Type', 'Directions', 'Amount' and 'Date 1' fields.
 - For trades of type 'SPOT', the 'Date 1' field is pre-completed with the spot date. If you change 'Date 1' to a tenor other than 'SPOT', you must also change the trade type to 'FORWARD'.
 - For trades of type 'SWAP', you must put the date of the far leg in the 'Date 2' field.

8.6.3. REMOVING A DEAL FROM A BLOCK

To remove a deal from a block:

1. Point to the row of the deal you want to remove. The row's delete icon is revealed on the right of the row.
2. Click the row's delete icon: ✕

8.6.4. REMOVING A BLOCK

To remove a block, click the block's close icon: ✕

To remove all blocks, click the **Close All** button.

8.7. EXECUTING A BLOCK TRADE

To execute a block trade, you request a quote for a block, which you then either accept or cancel.

8.7.1. REQUESTING A QUOTE

To request a quote for a single block, click the **Quote** button in the block.

To request a quote for all blocks, click the **Quote All** button.

Requesting a quote opens the **Trading Mode** panel. You must accept or cancel each quote before you can return to the **Input Mode** panel.

8.7.2. ACCEPTING A QUOTE

To accept a single quote, click the quote's **Accept** button.

To accept all quotes, click the **Accept All** button.

8.8. IMPORTING BLOCKS FROM MICROSOFT EXCEL

You can import deals from an Excel spreadsheet by uploading the spreadsheet or by pasting the spreadsheet cells into the Import interface. Imported deals are automatically arranged into blocks by currency pair. If an imported block of deals is in the same currency pair as one or more existing blocks, the imported block is merged with the first existing block of the same currency pair.

8.8.1. ACCESSING THE IMPORT INTERFACE

To open the Import interface, click the **Import** button in the **Input Mode** panel.

To close the Import interface:

- Click the **Import** button again (it is a toggle button)
- Click the **Close** button in the top-right corner of the Import interface

8.8.2. LISTING DEALS IN A NEW EXCEL SPREADSHEET

To download a template spreadsheet containing the correct column headings, click the **Template** button in the Import interface.

Do not change the order of the columns. The column ordering is fixed. The column headings are ignored by the import engine and are for your guidance only.

You can insert blank rows between deals to improve readability. You can list deals in any order; the import engine automatically groups deals by currency pair.

Example spreadsheet:

	A	B	C	D	E	F	G	H
1	Currency Pair	Account	Type	Direction	Dealt Currency	Amount	Date 1	Date 2
2	EURUSD	Account1	SPOT	BUY	EUR	1000000	SPOT	
3	EURUSD	Account1	SWAP	BUY / SELL	EUR	1000000	SPOT	3M

Spreadsheet column notes:

	Example value	Notes
Currency Pair	EURUSD	A valid currency pair.
Account	Account1	A valid trading account.
Type	SPOT	'SPOT', 'FORWARD' or 'SWAP'. Type cannot be 'SWAP' if Amount is a percentage.
Direction	BUY	'BUY' or 'SELL' for spot and forwards. 'BUY / SELL' or 'SELL / BUY' for swaps. Empty for deals with a percentage value in Amount .
Dealt Currency	EUR	The three letter code for the currency pair's base currency or quote currency.
Amount	1000000	A volume of currency or a percentage allocation. A percentage allocation must include the suffix '%', and all percentage allocations for a currency pair must total 100%. Do not mix percentage allocations and currency amounts for the same currency pair.
Date 1	SPOT	The near date for the deal. This is required for all deals. The value should be a custom date in DD/MM/YYYY format or a standard tenor code.
Date 2	2M	The far date for the deal. This is only required for swaps. The value should be a date in DD/MM/YYYY format or a standard tenor code.

Standard tenor codes:

The standard tenor codes accepted by the date columns are: 'TODAY', 'TOM', 'SPOT', '1D', '1W', '2W', '3W', '1M', '2M', '3M', '4M', '5M', '6M', '9M' and '1Y'.

8.8.3. IMPORTING THE EXCEL SPREADSHEET

To import data from an Excel spreadsheet:

- Import data by one of two methods:
 - File upload:** You can import spreadsheet files of type **.xlsx** and **.csv**. In the Import interface, click the **Browse** button to select and upload your spreadsheet. All deals in the spreadsheet will be imported.
 - Copy-and-paste:** Copy the spreadsheet rows you wish to import. You do not need to copy the column headings. In the Import interface, paste the rows into the area marked 'Paste Excel Data'.
- Correct any errors highlighted in red.
- Click **Create Blocks** to create new blocks based on the imported data, or click **Clear** to cancel the import.

8.9. EXPORTING BLOCKS TO A CSV-FORMATTED FILE

To export blocks to a CSV-formatted file, click the **Export** button in the **Input Mode** panel.

The CSV file's formatting is compatible with the import facility. To import a previously exported CSV file, click the **Browse** button in the Import interface.

9. Managing Commodity Tiles and Making a Forward Trade

All commodity deals are initiated from the trade tiles. Trade tiles are contained in a Trade Panel, which is a workspace component.

9.1. ADDING A COMMODITIES TRADE PANEL TO YOUR WORKSPACE

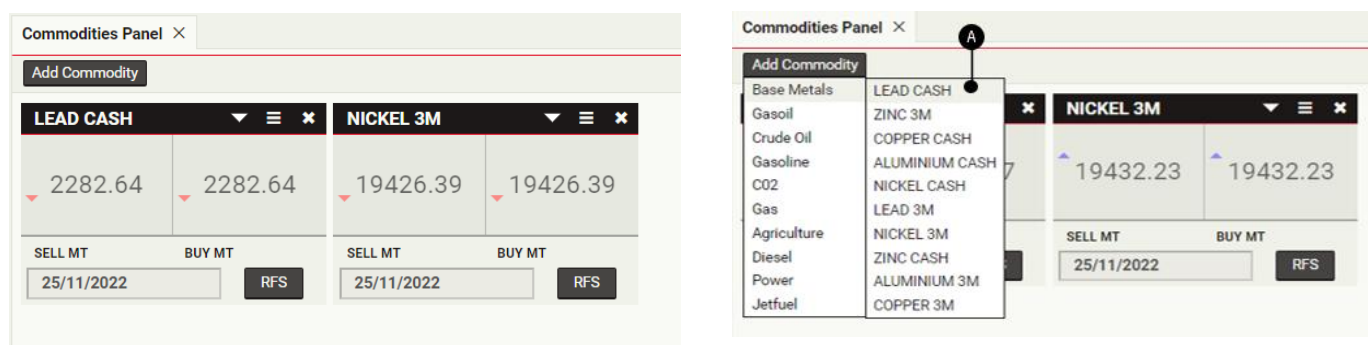
To add a new Commodity Trade Panel to a workspace:

1. Click the tab of the workspace to which you want to add the FX Trade Panel.
2. Choose **Main Menu** ≡ > **Add** > **Commodity Panel**.
3. Drag the Trade Panel to a location within the workspace.
 - If the Trade Panel is the first component in a new workspace, the Trade Panel automatically fills the whole workspace.

9.2. ORGANISING TILES IN A TRADE PANEL

9.2.1. ADDING A TILE USING THE TRADE PANEL

The illustration below shows a Trade Panel called 'Base Metals' containing two Commodity tiles.



Key:

A – Dropdown list of commodity underlyings

To add a new tile for a commodity, select the underlying from the dropdown list at the top-left of the Trade Panel A.

9.2.2. REPOSITIONING A TILE

To reposition a tile, drag the title bar of the tile. As you drag, a grey rectangle highlights possible new positions for the tile.

9.2.3. REMOVING A TILE

To remove a tile, click the tile's close icon: ✕

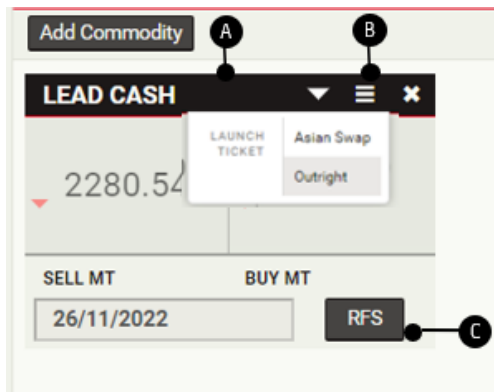
9.3. UNDERSTANDING THE COMMODITY RATES DISPLAYED IN TILES

The display of rates follows market conventions. All rates shown within these tiles show the indicative price of the most liquid contract of the commodity underlying; its settlement date can be seen on the tile.

9.4. LAUNCHING AN OUTRIGHT TICKET

To launch a outright ticket:

1. Locate a trade tile for the underlying you wish to trade. **(A)**
2. Choose **Tile Menu** ≡ > **Launch Ticket** > **Outright** or click the **RFS** button on the tile. **(B-C)**



9.5. REQUESTING A TRADE

To request a trade:

1. Complete the fields on the ticket.
2. Click **Request Price**.
 - An RFS pricing stream is available for a limited time period. A countdown timer displays the remaining lifetime of the stream.
3. Click a streaming rate to trade, or click **Cancel** to cancel.

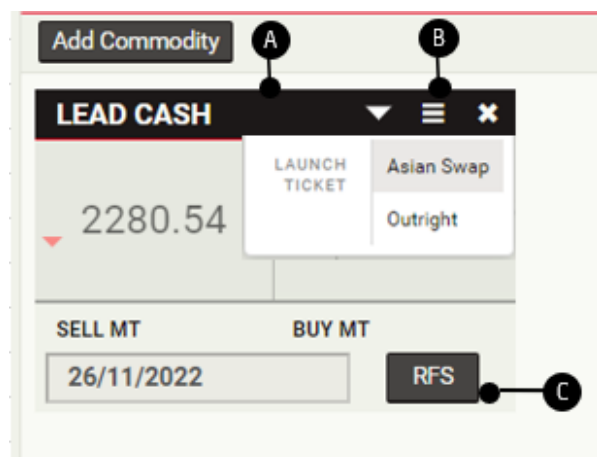
10. Making an RFS Commodity Asian Swap Trade

To begin a Request For Stream (RFS) trade in an commodity asian swap, launch a swap ticket.

10.1. LAUNCHING AN ASIAN SWAP TICKET

To launch a swap ticket:

1. Locate a trade tile for the underlying you wish to trade.
2. Choose **Tile Menu** ≡ > **Launch Ticket** > **Asian Swap**.



10.2. REQUESTING A TRADE

To request a trade:

1. Complete the fields on the ticket.
 - Each underlying of an Asian swap has its own default payment frequency, in line with market conventions, so only the payment window must be specified
 - You can select from a preconfigured period, listed below, or choose a custom start and end date


Period Name	Description
Q1-4	The calendar quarter of the selected year.
CAL	The full calendar year (January-December).
SUM	Summer of the selected year (April-September).
WIN	Winter, starting in the selected year (October-March).
GY	The “gas year”, starting in the selected year (October-September).

2. Click **Request Price**.
 - An RFS pricing stream is available for a limited time period. A countdown timer displays the remaining lifetime of the stream.
3. Click a streaming rate to trade, or click **Cancel** to cancel.

11. Reviewing Trading Activity Using Blotters

11.1. ADDING A BLOTTER COMPONENT TO A WORKSPACE

To add a blotter to a workspace:

1. Select the tab of the workspace to which you want to add the blotter.
2. Choose **Main Menu**  > **Add** > **Blotter** > **blotter name**.
3. Drag the blotter to a position on the workspace.
 - If the blotter is the first component in a new workspace, the blotter will automatically fill the workspace.

11.2. UNDERSTANDING BLOTTER TYPES IN UCTRADER




UCTrader has the following types of blotter.

	Period	Description
FX Activity Blotter	Intraday	A live feed of your executed and cancelled intraday FX trades on UCTrader.
FX Historic Blotter	Previous 7 days	A live feed of your executed FX trades done on UCTrader over a longer period.
FX Orders Blotter	N/A	A list of all FX open orders, whether active or inactive. This blotter shows all your orders, both those left via UCTrader as well as those left directly via your sales representative.
FX Flexi Forwards Blotter	N/A	A live feed of your open Flexi Forward trades. This blotter shows all your Flexi Forwards executed both on UCTrader as well as directly with your sales representative.
Commodities Blotter	xx	A live feed of your executed and cancelled intraday commodity trades.
Trade Search Results	N/A	A blotter that displays the results of a trade search. See Searching for Trades .

11.2.1. VIEWING TRADES DONE BY OTHER MEMBERS OF YOUR TEAM

By default the FX Activity, FX History, FX Orders, and Commodities blotters only show trades or orders that were performed by you personally.

If you wish to display trades or orders that were left by other members of your team that have access to UCTrader, please click the **Group** checkbox

FX Historic Blotter 										
Filters: Add custom filters by clicking on the column headers Group <input checked="" type="checkbox"/>  										
	Trade ID	Order ID	Account	Status	Confirmation Status	Trade Date	Type	Deal Type	CCY Pair	Dealt Directly

11.3. SORTING BLOTTER RECORDS

To sort records in a blotter, specify a sort order for one or more columns.

If you sort a blotter's records by more than one column, the precedence of the sorting criteria follows the sequence of the sorted columns from left to right. The criterion of the left-most sorted column has the highest precedence and is the primary sorting criterion. To change the precedence of the sorting criteria, change the display order of the columns.

11.3.1. SPECIFYING A SORT ORDER FOR A COLUMN

To specify a sort order for a column:

1. Click the column's heading to display the sorting and filtering dialog.

2. Select the sort direction:
 - To sort records in ascending order, click **Sort Asc**.
 - To sort records in descending order, click **Sort Desc**.
3. Click **Apply** to confirm, or click anywhere off the dialog to cancel.

11.3.2. REMOVING A SORT ORDER FROM A COLUMN

You can remove a sort order from a column by using the blotter's filter bar or by using the column's sorting and filtering dialog.

To remove a sort order using the blotter's filter bar:

1. Locate the sort order in the blotter's filter bar.
2. Click the sort order's close icon: ✕

To remove a sort order using the column's sorting and filtering dialog:

1. Click the column's heading to display the sorting and filtering dialog.
2. Click **Unsort**.
3. Click **Apply**.

11.3.3. REMOVING ALL SORTING AND FILTERING CRITERIA FROM A COLUMN

To remove all sorting and filtering criteria from a column:

1. Click the column's heading to display the sorting and filtering dialog.
2. Click **Clear**.

11.4. FILTERING BLOTTER RECORDS

You can filter blotter records by applying a filter to one or more columns.

A text-column filter accepts a single text value for its filtering criterion. The filter matches column values with the criterion, both using the wildcard support or not.

- The criterion 'USD' matches the values 'USDJPY' and 'USDCHF' and 'EURUSD'.
- The criterion '*USD' matches the values 'USDJPY', 'USDCHF' and 'EURUSD'.

Date-column filters and numeric-column filters accept a range expressed as two criteria: 'From' and 'To'. The 'From' criterion matches column values greater than its value, and the 'To' criterion matches column values less than its value. You can specify either or both criteria. If you specify both criteria, each one must match a column value for the blotter row to be included.

11.4.1. APPLYING A FILTER TO A COLUMN

To apply a filter to a column:

1. Click the column's heading to display the sorting and filtering dialog.
2. Supply filtering criteria:
 - For a text filter, type an exact phrase into the 'Filter' field.
 - For a date filter or numeric filter, specify a range by typing values into the 'From' and 'To' fields. Complete either or both fields.
3. Click **Apply** to confirm, or click anywhere off the dialog to cancel.

11.4.2. REMOVING A FILTER FROM A COLUMN

You can remove a filter from a column by using the blotter's filter bar or by using the column's sorting and filtering dialog.

To remove a filter using the blotter's filter bar:

1. Locate the filter in the blotter's filter bar.
2. Click the filter's close icon: ✕

To remove a filter using the column's sorting and filtering dialog:

1. Click the column's heading to display the sorting and filtering dialog.
2. Delete the value in the filter text field.
3. Click **Apply**.

11.4.3. REMOVING ALL SORTING AND FILTERING CRITERIA FROM A COLUMN

To remove all sorting and filtering criteria from a column:

1. Click the column's heading to display the sorting and filtering dialog.
2. Click **Clear**.

11.5. ADDING AND REMOVING COLUMNS

To add a column to a blotter, right-click a column heading (Control-click on an Apple Mac) and from the shortcut menu choose **Add Column > column name**.

To add all available columns to a blotter, right-click a column heading (Control-click on an Apple Mac) and from the shortcut menu choose **Add All Columns**.

To remove a column from a blotter, right-click the column's heading (Control-click on an Apple Mac) and from the shortcut menu choose **Remove Column**.


11.6. CHANGING THE WIDTH OF A COLUMN

To change the width of a column, drag the left or right border of the column's heading.

11.7. CHANGING THE ORDER OF COLUMNS

To change the position of a column in relation to other columns in the blotter, drag the column's heading.

11.8. VIEWING A TICKET FOR AN EXECUTED TRADE


To view a ticket for an executed trade, click the blotter row's ticket icon: 



11.9. MANAGING ORDERS USING THE ORDER BLOTTER⁵

Orders listed in the Order Blotter can be managed singly or in batches.

This blotter shows all orders that UniCredit is managing on your behalf – both those that you entered directly via UCTrader, as well as those entered on your behalf by your salesperson.

11.9.1. MANAGING A SINGLE ORDER


Actions for a single order are accessed through the blotter row's menu icon: 

- To edit an order that has not yet activated, choose **Row Menu  > Edit**.
- To cancel an order, choose **Row Menu  > Cancel**.

Only orders that you have entered via UCTrader may be edited or cancelled in this way – orders that were entered on your behalf by your salesperson can be viewed but not edited or cancelled.


11.9.2. MANAGING MULTIPLE ORDERS

To perform a single operation on a batch of multiple orders:

1. Select the checkboxes of the blotter rows to include in the batch.
 - To select all orders in the blotter, select the checkbox in the 'Actions' column heading.
 - To deselect all orders in the blotter, select and deselect the checkbox in the 'Actions' column heading.
2. Choose an operation from the menu in the 'Actions' column heading:
 - To cancel all orders in your selection, choose **Actions Column Menu  > Cancel n selected**.


11.10. EXPORTING BLOTTER RECORDS

To export a blotter to a CSV (comma-separated values) formatted file:

1. Adjust the blotter's sorting and filtering criteria as required.
2. Click the blotter's export icon: 

11.11. OPENING A BLOTTER IN ITS OWN WINDOW

⁵Functionality not currently available to clients of UCI S.p.A.

To open a blotter in its own window, click the blotter's pop-out icon: 

If the blotter does not open in its own window, your web browser may be set to block pop-up windows by default. To fix this, add this website to the web browser's list of sites allowed to open pop-up windows. For more information about how to do this, search for 'pop-up' in your web browser's help.

12. Electronic Trade Confirmation

12.1. FX FORWARD, SWAP AND FLEXI FORWARD

To confirm a Forward, a Swap or a Flexi Forward click on “Proceed to Confirmation” in the Forward / Swap / Flexi Forward ticket. During this phase the deal is in Unconfirmed status as shown in the Confirmation Status field.

Forward Ticket

Account:
[REDACTED]

Trade ID:
11761164

Counterparty:
UniCredit

Confirmation Status:
UNCONFIRMED

Execution Time:
04/11/2019 15:04:36 GMT

Local Execution Time:
04/11/2019 16:04:36 +01:00

Submitted by:
[REDACTED]

You Bought:
EUR 2.65

You Sold:
USD 3.00

Spot Rate:
1.13045

Mid Spot Rate:
1.11501

Forward Points:
11.14

Mid Forward Points:
4.97

All-In Rate:
1.131564

Mid All-In:
1.115502

Value Date:
13/11/2019 (1W)

Currency Pair:
EURUSD

Summary

You have sold 3.00 USD and bought 2.65 EUR at 1.131564 for settlement on 13/11/2019 (1W)

More Actions

Print

New Trade

Proceed to Confirmation

Close

After clicking on “Proceed to Confirmation” the Confirmation ticket will appear, and present 4 options:

A – Confirm – To confirm the deal

B – Don’t Confirm – If you see any issues with the confirmation details, you may click this button and your sales representative will contact you to review any problem. This button does not cancel the trade, and UniCredit considers all trades as done unless explicitly confirmed otherwise to you.

C – X – To close the confirmation and leave the deal in an Unconfirmed status. You may come back to Confirm the deal at a later time.

D – Print – To print the Confirmation

Review and Confirm Trade

UNCONFIRMED

Please review and confirm this deal.

You have sold 3.00 USD and bought 2.65 EUR at 1.131564 for settlement on 13/11/2019 (1W)

Forward

Account: [REDACTED] Execution Time: 04/11/2019 15:04:36 GMT

Trade ID: 11761164 Local Execution Time: 04/11/2019 16:04:36 +01:00

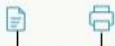
Counterparty: UniCredit Submitted By: [REDACTED]

Client Name: [REDACTED]

UTI:
549300TRUWO2CD2G569211761164L0A0

You Bought: EUR 2.65	You Sold: USD 3.00	Costs and Charges: EUR 0.04
All in Rate: 1.131564	Forward Points: 11.14	1.5094 %
Value Date: 13/11/2019 (1W)		In case costs are not Euro based, in the yearly report they will be converted in Euro using the European Central Bank "ECB37" currency rate observed the business day before the Trade Date. The percentage value is calculated on the amount expressed in the same currency as the costs.
Currency Pair: EURUSD		

The deal has been executed Over The Counter (OTC). The definitions and provisions contained in the 1998 FX and Currency Option Definitions (as published by the International Swaps and Derivatives Association, Inc., the Emerging Markets Traders Association and The Foreign Exchange Committee) are incorporated into this Confirmation. In the event of any inconsistency between those definitions and provisions and this Confirmation, this Confirmation will govern. In compliance with the reporting obligations and to the extent that the Client has delegated to the Bank its reporting obligations, this Transaction will be reported as a Transaction entered into for hedging purposes.



D

Don't Confirm

B

Confirm

A

12.2. FX SPOT, SHORT FORWARD AND SHORT SWAP⁶

To confirm a Spot, a Short Forward or a Short Swap click on “Proceed to Confirmation” in the Spot / Short Forward / Short Swap ticket. During this phase the deal is in **Auto Confirmed** status as shown in the Confirmation Status field.

Spot Ticket ✕

Account: [REDACTED]	Execution Time: 04/11/2019 15:14:58 GMT
Trade ID: 11761169	Local Execution Time: 04/11/2019 16:14:58 +01:00
Counterparty: UniCredit	Submitted by: [REDACTED]
Confirmation Status: AUTO CONFIRMED	

You Bought: EUR 2.65	You Sold: USD 3.00
Spot Rate: 1.13076	
Value Date: 06/11/2019 (SPOT)	
Currency Pair: EURUSD	

Summary
You have sold **3.00 USD** and bought **2.65 EUR** at **1.13076** for settlement on 06/11/2019 (SPOT)

More Actions

Print

New Trade

Proceed to Confirmation

Close

Clicking on “Proceed to Confirmation” the Confirmation ticket will appear, there are 3 options:

A – Close or X – To close the confirmation and leave the deal in an Auto Confirmed status

B – Don’t Confirm – If you see any issues with the confirmation details, you may click this button and your sales representative will contact you to review any problem. This button does not cancel the trade, and UniCredit considers all trades as done unless explicitly confirmed otherwise to you.

C – To print the Confirmation

⁶Short Swap functionality not currently available to clients of UCI S.p.A.

Spot Confirmation

Trade Auto Confirmed

AUTO CONFIRMED

The deal has been confirmed.

You have sold 3.00 USD and bought 2.65 EUR at 1.13076 for settlement on 06/11/2019 (SPOT)

Spot

Account:

Execution Time:

Trade ID:

Local Execution Time:

Counterparty:

Submitted By:

Client Name:

You Bought:

You Sold:

Spot Rate:

Value Date:

Currency Pair:

The definitions and provisions contained in the 1998 FX and Currency Option Definitions (as published by the International Swaps and Derivatives Association, Inc., the Emerging Markets Traders Association and The Foreign Exchange Committee) are incorporated into this Confirmation. In the event of any inconsistency between those definitions and provisions and this Confirmation, this Confirmation will govern.

Don't Confirm

Close

C

B

A

12.3. COMMODITIES

To confirm a Commodity click on "Proceed to Confirmation" in the trade ticket. During this phase the deal is in Unconfirmed status as shown in the Confirmation Status field.

12.4. FROZEN STATUS FOR UNCONFIRMED TRADES⁷

For UCB GmbH and UCBA AG clients, trades which are still in an Unconfirmed state after 2 business days at 00:00 UTC move to a Frozen status. At this point it is no longer possible to confirm deals through UCTrader via Click-to-Confirm functionality.

Forward Confirmation

FROZEN

This deal has been **frozen** and can no longer be confirmed via UCTrader. You will receive a separate confirmation via your conventional distribution channel for your signature.



You have sold 500.00 EUR and bought 600.74 USD at 1.201485 for settlement on 18/02/2021 (2W)

Account:	Execution Time:
	02/02/2021 17:40:38 GMT
Trade ID:	Local Execution Time:
	02/02/2021 18:40:38 +01:00
Counterparty:	Submitted By:
UniCredit	11
Client Name:	Company Name:

UTI:
1030443793EFX6AQLSD0000402

You Bought:	You Sold:	Costs and Charges:
USD 600.74	EUR 500.00	EUR 0.02
All in Rate:	Forward Points:	0.004161 %
1.201485	3.25	In case costs are not Euro based, in the yearly report they will be converted in Euro using the European Central Bank "ECB37" currency rate observed the business day before the Trade Date. The percentage value is calculated on the amount expressed in the same currency as the costs.
Value Date:	Base Settl. Account:	
18/02/2021 (2W)		
Currency Pair:	Term Settl. Account:	
EURUSD		


The deal has been executed Over The Counter (OTC).
The definitions and provisions contained in the 1998 FX and Currency Option Definitions (as published by the International Swaps and Derivatives Association, Inc., the Emerging Markets Traders Association and The Foreign Exchange Committee) are incorporated into this Confirmation. In the event of any inconsistency between those definitions and provisions and this Confirmation, this Confirmation will govern.
In compliance with the reporting obligations and to the extent that the Client has delegated to the Bank its reporting obligations, this Transaction will be reported as a Transaction entered into for hedging purposes.


 

Close

12.5. DISPLAY THE CONFIRMATIONS IN THE HISTORICAL BLOTTER

All FX Confirmations are stored and displayed in the Historical Blotter, where it is possible to retrieve them and check the Confirmation status and UTI code (if present). Commodity Confirmations are stored and displayed in the Commodities Blotter.

A – Click  to open the ticket

B – Click  to open confirmation





Any deals in an **Unconfirmed** status can be opened in order to confirm or dispute them. Deals in **Confirmed** or **Auto Confirmed** status can be rejected up to the day before the settlement date.

Activity Blotter

Historic Blotter

Flexi Forwards Blotter


Filters: TRADE DATE 11/09/2019 - 11/10/2019



	Trade ID	Order ID	Account	Status	Confirmation Status	Trade Date	Type	Deal Type	CCY Pair	Dealt Direction	Near Base Dire
	11760131		75059	Completed	UNCONFIRMED	11/10/2019	FORWARD	SINGLE	EURUSD	BUY USD	SELL
	11760130		75059	Completed	DISAGREED	11/10/2019	SPOT	SINGLE	EURUSD	BUY USD	SELL
	11760129		75059	Completed	CONFIRMED	11/10/2019	FORWARD	SINGLE	EURUSD	BUY USD	SELL
	11760128		75059	Completed	AUTO CONFIRMED	11/10/2019	SPOT	SINGLE	EURUSD	BUY USD	SELL

A B

⁷ Frozen status not currently required and available to clients of UCI S.p.A.

For FX Take Ups it is possible to retrieve the confirmation ticket from the “Take Up History” in the Historical Blotter:

Historical Blotter > Open Flexi Forward Ticket > Take Up History > Click  for each Take Up.

Take Up History - #11761282						
	Submission Date	Drawn Down Amount	Confirmation Status	Settlement Date	Contra Amount	Submitted By
	13/11/2019 10:59:30	2.00 USD	AUTO CONFIRMED	15/11/2019	1.83 EUR	
Close						

All FX (incl. TakeUp) and Commodities Confirmations for Expired trades, not displayed anymore in Historical blotter, are available and possible to retrieve in the FX Trade Search and Commodities Search. See “13.Searching for Trades”.

12.6. CONFIRMATION STATES

Deals can have different states:

A – **Unconfirmed** – Deal should be reviewed and confirmed by the client

B – **Disagreed** – Deal has been rejected by the client

C – **Confirmed** – Deal has been confirmed by the client

D – **Auto Confirmed** – Deal has been auto confirmed

E – **Amended** – Deal has been amended by the sales representative

F – **Cancelled** – Deal has been cancelled by the sales representative

G – **Frozen** – Deal can no longer be confirmed via UCTrader

	Trade ID	Order ID	Account	Status	Confirmation Status	Trade Date	Type	Deal Type	CCY Pair	Dealt Direction	Near Base Dire
				Completed	A UNCONFIRMED	04/11/2019	FORWARD	SINGLE	EURUSD	SELL USD	BUY
				Completed	B DISAGREED	04/11/2019	SPOT	SINGLE	EURUSD	SELL USD	BUY
				Completed	C CONFIRMED	04/11/2019	FORWARD	SINGLE	EURUSD	SELL USD	BUY
				Completed	D AUTO CONFIRMED	04/11/2019	SPOT	SINGLE	EURUSD	SELL USD	BUY
				Completed	E AMENDED	04/11/2019	FORWARD	SINGLE	EURUSD	SELL USD	BUY
				Completed	F CANCELLED	04/11/2019	SPOT	SINGLE	EURUSD	SELL USD	BUY
				Completed	G FROZEN	10/02/2021	FORWARD	SINGLE	EURUSD	BUY EUR	BUY

13. Searching for Trades

To search for trades that match a set of criteria, use the Trade Search dialog.

The Trade Search dialog supports the following search criteria:

- Currency pair or Commodity Underlying
- Account
- Trade direction
- Trade Date range
- Value Date range (Settlement Date range)
- Matured (Settled)
- Status

Search results are displayed in their own blotter, which automatically updates if new trades match the same criteria.

13.1. EXECUTING A NEW SEARCH

To execute a new search:


1. Select the tab of the workspace to which you want to add the search results.
2. Choose **Main Menu ≡ > Add > FX Trade Search** or **Main Menu ≡ > Add > Commodities Search**.
3. Complete the Trade Search dialog.
 - Enter at least one search criterion.
 - The more specific your search, the quicker will be the response from the server.
 - Restrict searches to a date range of 6 months or less.
 - Give your blotter a name to distinguish it from other custom blotters.
4. Click **Search**.
5. Drag the search-results blotter to a position in the workspace.
 - If the blotter is the first component in a new workspace, the blotter will automatically fill the workspace.

14. Monitoring FX Prices in Watchlists

14.1. ADDING A WATCHLIST TO A WORKSPACE


14.1.1. ADDING A NEW WATCHLIST

To add a new watchlist to a workspace:

1. Select the tab of the workspace to which you want to add the watchlist
2. Choose **Main Menu**  > **Add** > **FX Watchlist** > **Create new watchlist**
3. Drag the new watchlist to a position on the workspace
 - If the new watchlist is the first component in a new workspace, the watchlist automatically fills the workspace

14.1.2. ADDING AN EXISTING WATCHLIST

To add a previously created watchlist to a workspace:

1. Select the tab of the workspace to which you want to add the watchlist
2. Choose **Main Menu**  > **Add** > **FX Watchlist** > **watchlist name**
3. Drag the watchlist to a position on the workspace
 - If the watchlist is the first component in a new workspace, the watchlist automatically fills the workspace

14.2. ADDING A CURRENCY PAIR

To add a currency pair to a watchlist, select a currency pair from the dropdown list at the top-left of the watchlist.

14.3. REMOVING A CURRENCY PAIR

To remove a currency pair from a watchlist, click the currency-pair's delete icon:

14.4. TRADING IN A CURRENCY PAIR

To make an ESP trade in a currency pair listed in a watchlist, drag the currency pair from the watchlist to a Trade Panel.

To make an RFS trade in a currency pair listed in a watchlist, click the currency pair.





14.5. RENAMING A WATCHLIST

You can rename a watchlist in the following ways.


To rename a watchlist using the watchlist's tab:

1. Double-click the watchlist's tab
2. Edit the watchlist's name
3. Press Enter to confirm or Esc to cancel

To rename a watchlist using the main menu:

1. Choose **Main Menu**  > **Add** > **FX Watchlist** to display the watchlist submenu
2. In the watchlist submenu, click the Edit button
3. Click the watchlist's edit icon: 
4. Edit the watchlist's name
5. Confirm or cancel your edit:
 - To confirm your edit, press Enter or click the confirm icon: 
 - To cancel your edit, click the cancel icon: 

14.6. OPENING A WATCHLIST IN ITS OWN WINDOW

To open a watchlist in its own window, click the watchlist's pop-out icon: 

If the watchlist does not open in its own window, your web browser may be set to block pop-up windows by default. To fix this, add this website to the web browser's list of sites allowed to open pop-up windows. For more information about how to do this, search for 'pop-up' in your web browser's help.

15. Monitoring FX Price History

To monitor price history for a currency pair, add a candlestick chart to your workspace.

15.1. ADDING A CHART TO A WORKSPACE

To add a candlestick chart to a workspace:

1. Select the tab of the workspace to which you want to add the chart.
2. Choose **Main Menu** ≡ > **Add** > **FX Chart**.
3. Drag the new chart to a position on the workspace.
 - If the new chart is the first component in a new workspace, the chart automatically fills the workspace.
4. To change the currency pair from the default currency pair, see [Changing the currency pair](#).

15.2. UNDERSTANDING A CANDLESTICK CHART

In a candlestick chart, each data point illustrates the open, close, high and low prices for the selected sample interval of the chart. The 'body' of the candle illustrates the difference between the opening and closing prices of the interval, and the 'wick' of the candle illustrates the highest and lowest prices within the interval.



Key:

White or green candle body — The price closed at a higher price than it opened.

Black or red candle body — The price closed at a lower price than it opened.

15.3. ADJUSTING A CHART

The chart component provides tools for adjusting the sample interval and the time period illustrated by the chart.



Key:

A – Currency pair

B – Sample interval

C – Time-period scrollbar

D – Time-period adjuster

15.3.1. CHANGING THE CURRENCY PAIR

To change the currency pair studied by the chart:

1. Click the currency pair A.
2. Type the code of a new currency pair.
3. Press **Enter**.

15.3.2. CHANGING THE SAMPLE INTERVAL OF DATA POINTS

To change the sample interval of data points in the chart, select a new interval from the sample-interval dropdown B.


15.3.3. ADJUSTING THE TIME PERIOD ILLUSTRATED BY THE CHART

By default, the chart displays a rolling feed of live price data.

To review an historical time period, drag the time-period scrollbar to the left. To restore the rolling feed of live price data, drag the time-period scrollbar to its rightmost position.

To increase or decrease the time period illustrated by the chart, drag the time-period adjusters B.

15.4. OPENING A CHART IN ITS OWN WINDOW

To open a chart in its own window, click the chart's pop-out icon: 

If the chart does not open in its own window, your web browser may be set to block pop-up windows by default. To fix this, add this website to the web browser's list of sites allowed to open pop-up windows. For more information about how to do this, search for 'pop-up' in your web browser's help.

16. Trading Money Market (Deposits)

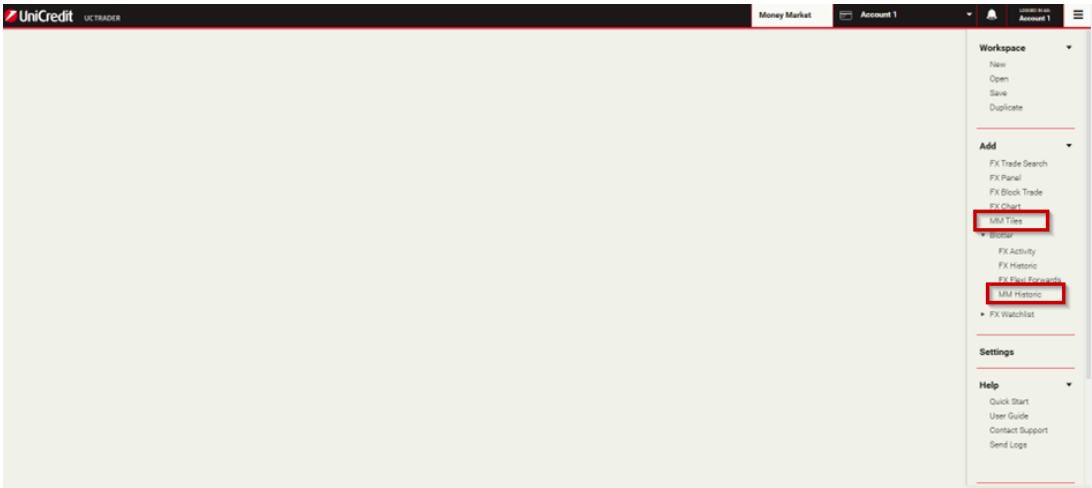
UniCredit is glad to offer Money Markets product via UCTrader platform.
This will enable Clients to execute transactions autonomously, in a simple and fast way.

Money Market facilitates short-term funding and liquidity management through Deposit instruments with Fixed Rate Interest rate.

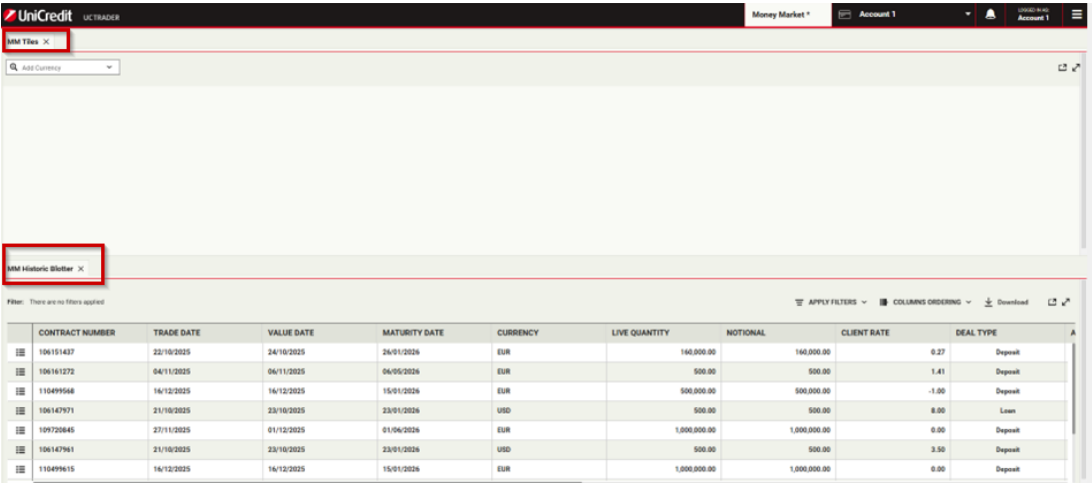
16.1. ADDING MONEY MARKET COMPONENT TO THE WORKSPACE

Once the Client has access to Money Market asset class, the following panels appear in the UCTrader sidebar:

- 1. MM Tiles
- 2. MM Historical Blotter



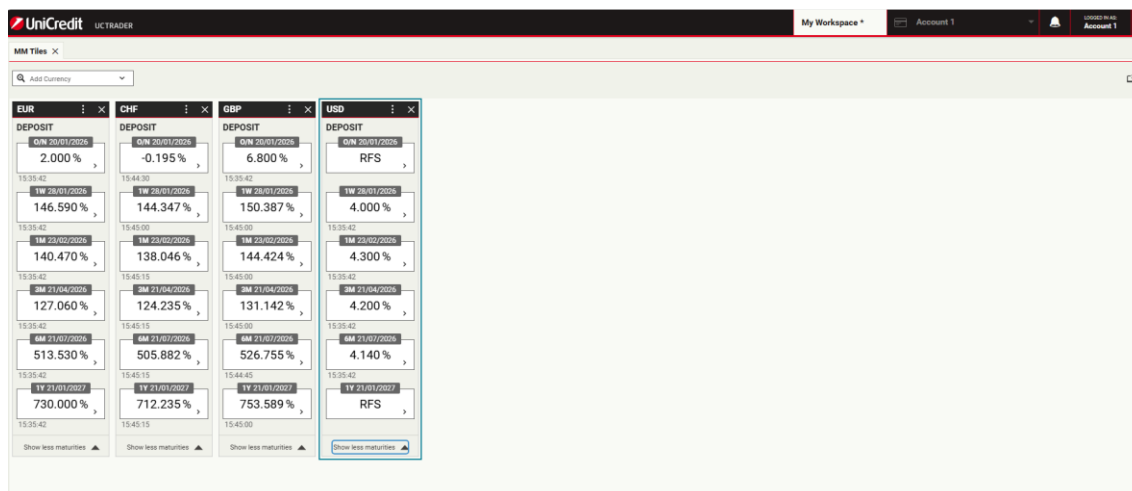
By clicking on these new panels, they can be added to the workspace.



16.2. ADDING MONEY MARKET CURRENCIES

The MM Tiles panel consists of a drop-down field, useful to add any desired currency (EUR, USD, CHF, GBP).

The tiles show the indicative prices for each currency and each tenor (ON, 1W, 1M, 3M, 6M, 1Y). The indicative prices are constantly updated. Timestamps will indicate when the last price update was updated.

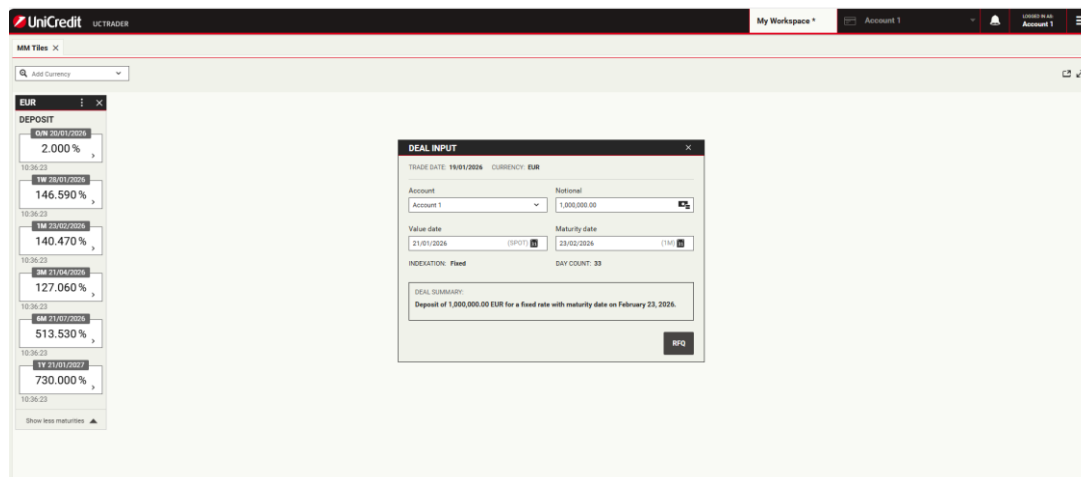


16.3. REQUESTING A QUOTATION

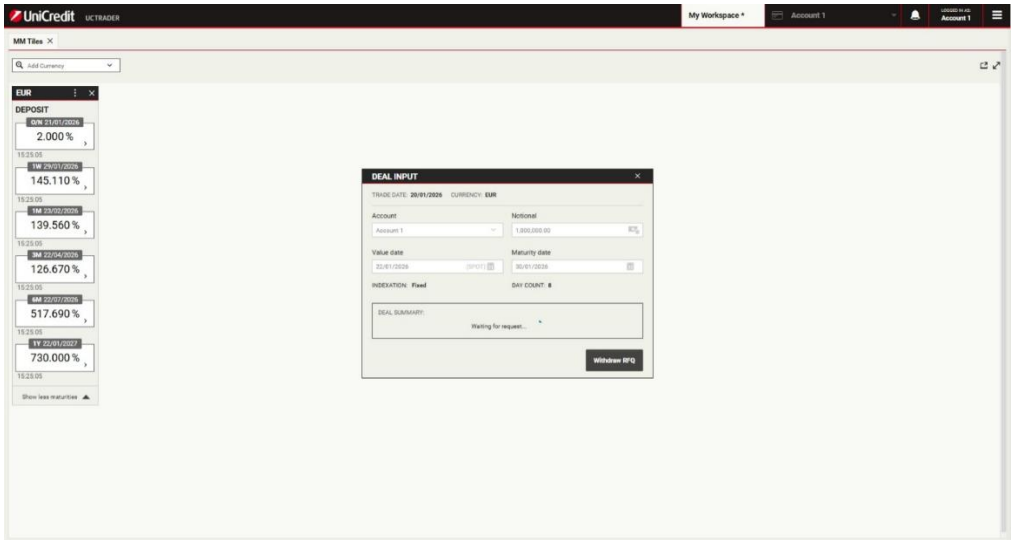
To start a new trade, Client needs to click on the respective indicative price (box); a new ticket tab will appear.

The ticket consists of the following parameters:

1. Trade Date
2. Currency
3. Account
4. Notional
5. Value Date
6. Maturity Date
7. Indexation
8. Day Count



Once the desired parameters have been configured, the Client can click on the RFQ button to get a tradable price. Client is allowed anytime to withdraw the request or change the trade parameters.

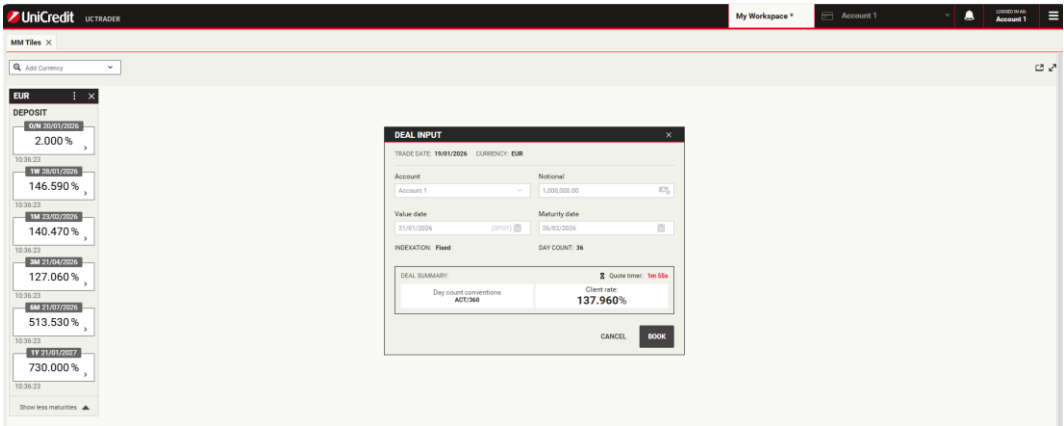


16.4. EXECUTING A MONEY MARKET TRADE

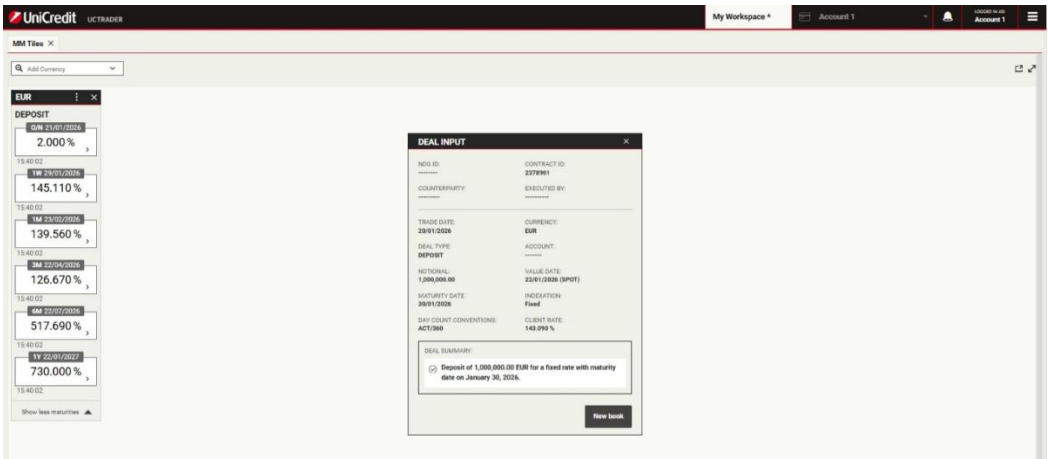
Tradable price will be displayed in the dedicated section (see image below), which consists of:

- 1. Day Count Convention
- 2. Client Fixed Rate

The Client can decide whether to accept the booking request (“Book” button) or reject the quotation (“Cancel button” and start again with a new price request with different parameters).
The timer to accept or reject the quotation is set to 2 minutes.



If quotation is accepted, the system processes the booking request and once completed, displays the final deal summary.



16.5. MONEY MARKET BLOTTER

Through the MM Historical blotter panel, the Client can view all the MM deals executed both via UCTrader or phone channel.

Below are listed all the fields present in the Money Market blotter:

- 1. Account name
- 2. Contract number
- 3. Value date
- 4. Trade date
- 5. Maturity date
- 6. Currency
- 7. Client rate
- 8. Indexation
- 9. Day Count Conventions
- 10. Type of event
- 11. Typology
- 12. Deal type
- 13. Notional
- 14. Floating rate index
- 15. Live Quantity
- 16. Trade status
- 17. Event date

All the deals listed in the blotter can be filtered by each of the above fields (button Apply filters) and sorted (ascending / descending) clicking on the name column

Clicking on the “Download” button, all the deals will be exported and opened in Excel

MM Historic Blotter X									
Filter: There are no filters applied									
APPLY FILTERS COLUMNS ORDERING Download									
	CONTRACT NUMBER	TRADE DATE	VALUE DATE	MATURITY DATE	CURRENCY	LIVE QUANTITY	NOTIONAL	CLIENT RATE	DEAL TYPE
	110530803	19/01/2026	21/01/2026	28/01/2026	EUR	1,000,000.00	1,000,000.00	144.79	Deposit
	110530809	19/01/2026	21/01/2026	26/02/2026	EUR	1,000,000.00	1,000,000.00	137.96	Deposit
	110530813	19/01/2026	21/01/2026	28/01/2026	EUR	467,896.00	467,896.00	144.79	Deposit
	110530822	19/01/2026	21/01/2026	28/01/2026	EUR	7,777,777.00	7,777,777.00	144.79	Deposit
	110530833	19/01/2026	21/01/2026	23/02/2026	EUR	4,444,444.00	4,444,444.00	138.67	Deposit
	110530956	19/01/2026	21/01/2026	23/02/2026	GBP	888,888.00	888,888.00	142.62	Deposit
	110531011	19/01/2026	19/01/2026	20/01/2026	GBP	44,343.00	44,343.00	5.00	Deposit



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