



Upbest Securities Online Trading
– User Manual

美建證券網上交易
– 用戶手冊

1. 用戶登入 / User login
2. 買賣盤操作 / Order Ticket
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4. 倉存結餘 / Position Balance
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 - 5.2 待批指示 / Waiting Order
 - 5.3 已成交指示 / Filled Order
 - 5.4 已取消指示 / Canceled Order
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6. 更改用戶密碼 / Change Password
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1. 開啓互聯網流覽器 IE，並鍵入 <https://online.upbest.com> 連結網址，進入用戶登入介面 (Fig1). 輸入正確的用戶名稱及密碼，即可進入用戶操作介面. (Fig3)

用戶操作介面可以分爲二部份: (1) 交易單一視窗 (2) 存倉與現金結餘, 下單綜合視窗

1. Open up Internet Explorer, enter <https://online.upbest.com> address link, the login interface will show up (Fig2). If correct user name and password is typed, click on

“Login” to continue. After the successful login, the Operation Interface will start up(Fig4)

The Operation Interface contains 2 section: (1) Order ticket windows (2) Position, account and order book windows

(Fig1)



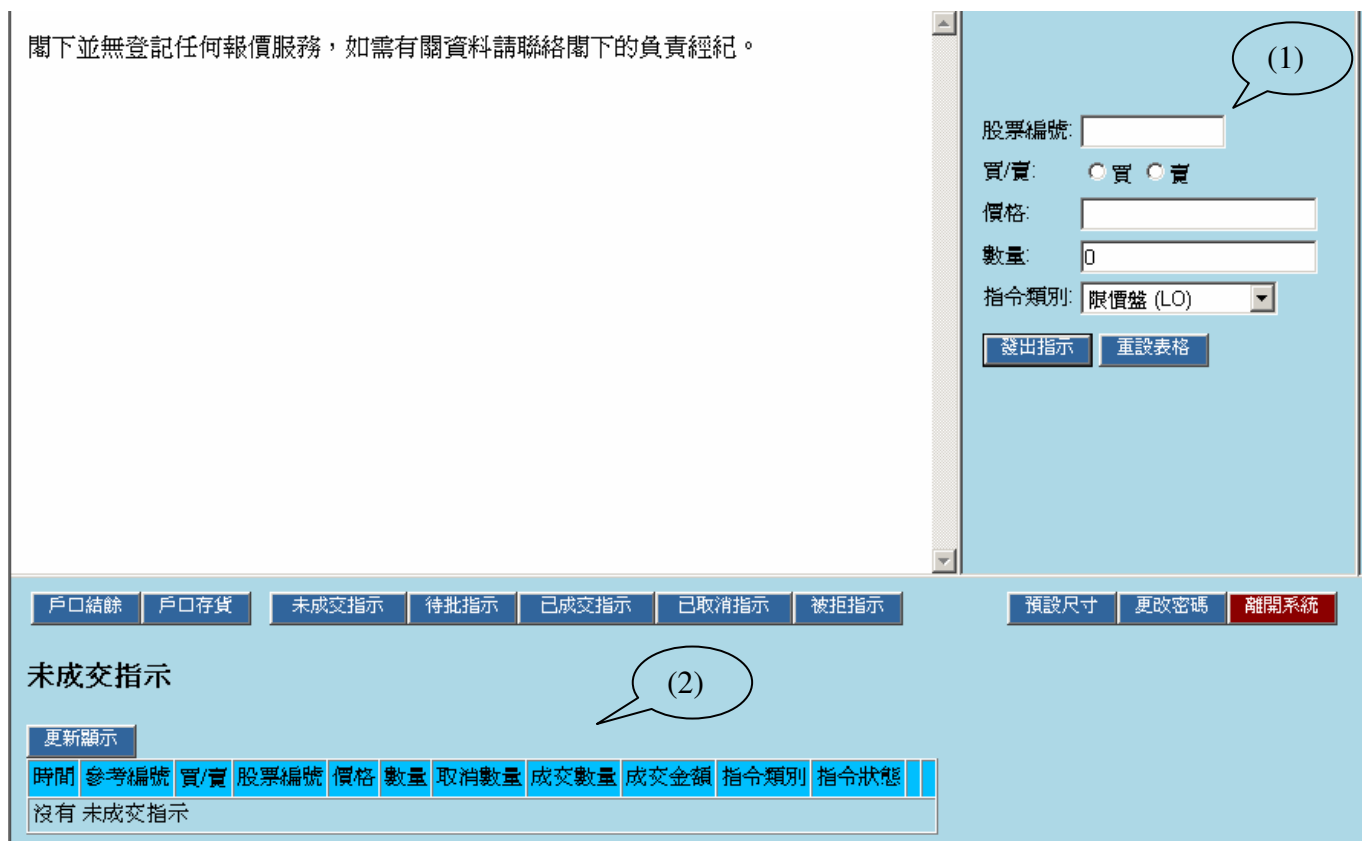
戶口編號:
密碼:

(Fig2)



A/C Code:
Password:

(Fig3)



閣下並無登記任何報價服務，如需有關資料請聯絡閣下的負責經紀。

(1)

股票編號:
買/賣: ☐ 買 ☐ 賣
價格:
數量:
指令類別: 限價盤 (LO)

戶口結餘 戶口存貨 未成交指示 待批指示 已成交指示 已取消指示 被拒指示 預設尺寸 更改密碼 離開系統

未成交指示

(2)

更新顯示

時間	參考編號	買/賣	股票編號	價格	數量	取消數量	成交數量	成交金額	指令類別	指令狀態
沒有 未成交指示										

(Fig4)

You have not subscribe any price quote service, for more details please contact your account executive.

(1)

Stock:

Bid/Ask: ☐ Bid ☐ Ask

Price:

QTY:

Type:

BalancePositionOutstandingWaitingFilledCanceledRejectedDefault SizeChange PasswdLog Out

Outstanding Order

(2)

Time	Ref No.	Bid/Ask	Stock Code	Price	QTY	Canceled QTY	Filled QTY	Amount	Type	Status	
No Outstanding Order											

- 買賣盤操作 (Fig5), 輸入買賣盤資料, 包括: 股票編號, 買賣類別, 價格, 數量及指令類別, 再按下"發出指示"落盤或"重設表格"重新輸入.
- Input order type (Fig6), stock, bid/ask, price , qty and type, and click "Submit" button to place order; or click "Reset" button to re-input the order

Fig 5

股票編號:

買/賣: ☐ 買 ☐ 賣

價格:

數量:

指令類別: 限價盤 (LO)

Fig 6

Stock:

Bid/Ask: ☐ Bid ☐ Ask

Price:

QTY:

Type: Limit (LO)

- 按下"戶口結餘" (Fig7), 會顯示閣下可動用資金.
- Click the "Balance" button (Fig8), the client balance information will be shown

Fig 7

戶口結餘 戶口存貨 未成交指示 待批指示 已成交指示 已取消指示 被拒指示 預設尺寸 更改密碼 離開系統

戶口結餘

貨幣:	HKD
可用金額:	372,037.48

戶口結餘	419,697.95	市值	2,603,070.00
即日提存:	0.00		
未交收:	-47,660.47	交易限額	0.00

Fig 8

Balance Position Outstanding Waiting Filled Canceled Rejected Default Size Change Passwd Log Out

A/C Balance

Currency:	HKD
Available Trade:	372,037.48

A/C Balance	419,697.95	Market Value:	2,603,070.00
Deposit/Withdrawal:	0.00		
Unsettled:	-47,660.47	Trade Limit:	0.00

4. 按下”戶口存貨”(Fig9), 會顯示閣下所持有之股票.

4. Click the “Position” button (Fig10), the client stock position information will be shown

Fig 9

戶口結餘	戶口存貨	未成交指示	待批指示	已成交指示	已取消指示	被拒指示	預設尺寸	更改密碼	離開系統
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戶口存貨

更新顯示

股票編號	存貨數量	市值		
5	30,914	1,879,571.20	詳情	沽出
19	63,500	3,238,500.00	詳情	沽出
66	101,711	1,912,166.80	詳情	沽出
390	1,700,000	7,582,000.00	詳情	沽出
3993	100,000	321,000.00	詳情	沽出

Fig 10

Balance	Position	Outstanding	Waiting	Filled	Canceled	Rejected	Default Size	Change Passwd	Log Out
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A/C Position

Refresh

Stock Code	QTY	Market Value		
5	30,914	1,879,571.20	Details	Sell
19	63,500	3,238,500.00	Details	Sell
66	101,711	1,912,166.80	Details	Sell
390	1,700,000	7,582,000.00	Details	Sell
3993	100,000	321,000.00	Details	Sell

5.1 按下”未成交指示”(Fig11), 即會顯示出未成交的買賣盤詳情. 按下”修改”可更改買賣盤(Fig12), 輸入新的買賣價或數量, 按”更改”送出更改指示.

5.1 Click the “Outstanding” button, the Outstanding order information will be shown. Click “Amend” button to edit order, enter new price or quantity, click “amend” to submit order.

Fig 11

戶口結餘

戶口存貨

未成交指示

待批指示

已成交指示

已取消指示

被拒指示

預設尺寸

更改密碼

離開系統

未成交指示

更新顯示

時間	參考編號	買/賣	股票編號	價格	數量	取消數量	成交數量	成交金額	指令類別	指令狀態		
10:11	99	Bid	420	0.3000	10,000	0	0	0.00	ELO	O	修改	取消
10:11	98	Bid	420	0.2950	10,000	0	0	0.00	ELO	O	修改	取消
10:11	96	Bid	420	0.2900	10,000	0	0	0.00	ELO	O	修改	取消

Fig 12

更改指示

參考編號: 179

股票編號: 420

買/賣: 買

更新價格:

更新數量:

更改

取消

Fig 14

Amend Order

Order Red: 452

Stock Code: 420

Bid/Ask: BID

New Price:

New QTY:

Amend

Cancel

Fig 13

Balance

Position

Outstanding

Waiting

Filled

Canceled

Rejected

Default Size

Change Passwd

Log Out

Outstanding Order

Refresh

Time	Ref No.	Bid/Ask	Stock Code	Price	QTY	Canceled QTY	Filled QTY	Amount	Type	Status		
10:11	99	Bid	420	0.3000	10,000	0	0	0.00	ELO	O	Amend	Cancel
10:11	98	Bid	420	0.2950	10,000	0	0	0.00	ELO	O	Amend	Cancel
10:11	96	Bid	420	0.2900	10,000	0	0	0.00	ELO	O	Amend	Cancel

5.2 按下”待批指示”(Fig15), 即會顯示出有待批准的買賣盤詳情.

5.2 Click the “Waiting” button (Fig16), the waiting approval order information will be shown.

Fig 15

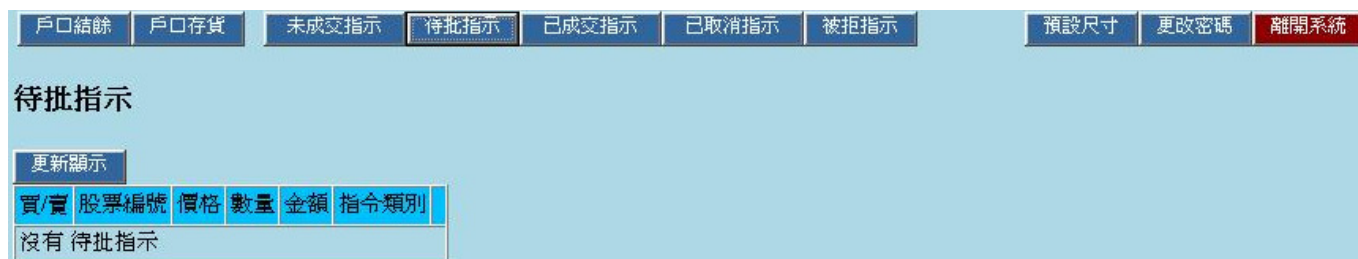
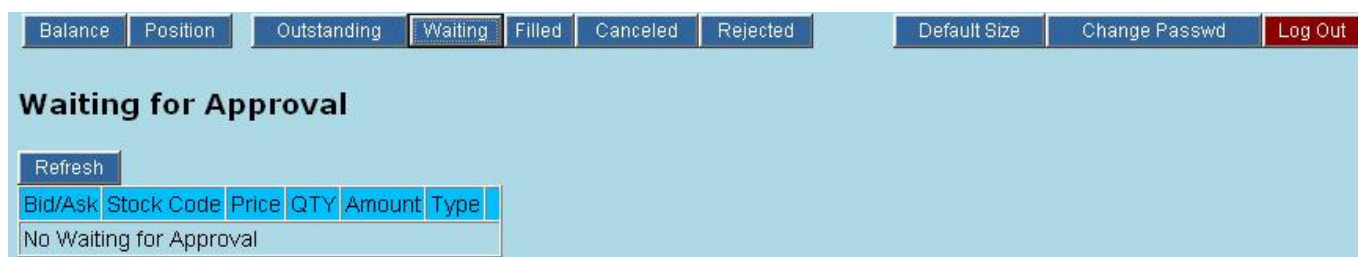


Fig 16



5.3 按下”已成交指示”(Fig17), 即會顯示出已成交的買賣盤詳情

5.3 Click the “Filled Order” button (Fig18), the Filled order information will be shown

Fig 17

戶口結餘	戶口存貨	未成交指示	待批指示	已成交指示	已取消指示	被拒指示	預設尺寸	更改密碼	離開系統
已成交指示									
更新顯示									
時間	參考編號	買/賣	股票編號	價格	數量	取消數量	成交數量	成交金額	指令類別
12:15	421	Ask	5	60.7500	800	0	800	48,415.41	ELO

Fig 18

Balance	Position	Outstanding	Waiting	Filled	Canceled	Rejected	Default Size	Change Passwd	Log Out
Filled Order									
Refresh									
Time	Ref No.	Bid/Ask	Stock Code	Price	QTY	Canceled QTY	Filled QTY	Amount	Type
12:15	421	Ask	5	60.7500	800	0	800	48,415.41	ELO

5.4 按下”已取消指示”(Fig19), 即會顯示出已取消的買賣盤詳情.

5.4 Click the “Canceled” Order button (Fig20), the Canceled order information will be shown

Fig 19

戶口結餘	戶口存貨	未成交指示	待批指示	已成交指示	已取消指示	被拒指示	預設尺寸	更改密碼	離開系統
已取消指示									
更新顯示									
時間	參考編號	買/賣	股票編號	價格	數量	取消數量	成交數量	成交金額	指令類別
11:37	348	Ask	636	2.1500	2,000	2,000	0	0.00	ELO
9:58	51	Ask	636	2.2500	2,000	2,000	0	0.00	ELO
9:57	49	Bid	152	0.3200	20,000	20,000	0	0.00	ELO

Fig 20

Balance	Position	Outstanding	Waiting	Filled	Canceled	Rejected	Default Size	Change Passwd	Log Out
Canceled Order									
Refresh									
Time	Ref No.	Bid/Ask	Stock Code	Price	QTY	Canceled QTY	Filled QTY	Amount	Type
11:37	348	Ask	636	2.1500	2,000	2,000	0	0.00	ELO
9:58	51	Ask	636	2.2500	2,000	2,000	0	0.00	ELO
9:57	49	Bid	152	0.3200	20,000	20,000	0	0.00	ELO

5.5 按下”被拒指示”(Fig 21), 即會顯示出已被拒絕的買賣盤詳情.

5.5 Click the “Rejected” Order button (Fig22), the rejected order information will be shown

Fig 21

戶口結餘

戶口存貨

未成交指示

待批指示

已成交指示

已取消指示

被拒指示

預設尺寸

更改密碼

離開系統

被拒指示

更新顯示

時間	參考編號	買/賣	股票編號	價格	數量	取消數量	成交數量	成交金額	指令類別	原因
9:57	48	Ask	995	3.0000	4,000	0	0	0.00	ELO	MARKET CLOSED!

Fig 22

Balance

Position

Outstanding

Waiting

Filled

Canceled

Rejected

Default Size

Change Passwd

Log Out

Rejected Order

Refresh

Time	Ref No.	Bid/Ask	Stock Code	Price	QTY	Canceled QTY	Filled QTY	Amount	Type	Reason
9:57	48	Ask	995	3.0000	4,000	0	0	0.00	ELO	MARKET CLOSED!

6. 按下“更改密碼”(Fig23), 即會顯示出更改密碼表格, 輸入使用中密碼, 然後輸入新密碼, 新密碼長度最少 8 個位, 再輸入新密碼確認, 按下“更改”完成.
6. Click “Change Password” button (Fig24), the change password form will be shown. Input the original password and new password respectively. Make sure the "New password" and "Verity New password" must be the same. New password length must be at least 8 digit. Click "Change" button to confirm.

Fig 23

The screenshot shows a web application interface with a top navigation bar containing buttons: 戶口結餘, 戶口存貨, 未成交指示, 待批指示, 已成交指示, 已取消指示, 被拒指示, 預設尺寸, 更改密碼, and 離開系統. The main content area is titled 更改密碼. Below the title, a red message states: 密碼長度最少8個位, 最多20個位. There are three input fields: 使用中密碼, 新密碼, and 確認新密碼. A 更改 button is located at the bottom right of the form.

Fig 24

The screenshot shows a web application interface with a top navigation bar containing buttons: Balance, Position, Outstanding, Waiting, Filled, Canceled, Rejected, Default Size, Change Passwd, and Log Out. The main content area is titled Change Password. Below the title, a red message states: Password minimum 8 character, maximum 20 character. There are three input fields: Original Password, New Password, and Verify New Password. A Change button is located at the bottom right of the form.

7. 指令類別 / Order Type

限價盤

限價盤只可以指定價格配對，沽盤的輸入價格不可低於最佳買入價（如有），而買盤的輸入價格不可高於最佳沽出價（如有）。

任何未完成的限價盤，將存於所輸入價格的輪候隊伍中。

增強限價盤

增強限價盤最多可同時與五條輪候隊伍進行配對（即最佳價格隊伍至距離 4 個價位的第 5 條輪候隊伍），只要成交的價格不差於輸入價格。沽盤的輸入價格不可低於最佳買入價 5 個價位（或以外），而買盤的輸入價格不可高於最佳沽出價 5 個價位（或以外）。

任何未完成的增強限價盤，將一概視為限價盤，存於所輸入價格的輪候隊伍中。

特別限價盤

特別限價盤最多可同時與五條輪候隊伍進行配對（即最佳價格隊伍至距離 4 個價位的第 5 條輪候隊伍），只要成交的價格不差於輸入價格。特別限價盤是沒有輸入價格的限制，只要沽盤的價格是等於或低於最佳買入價，又或者買盤的價格是等於或高於最佳沽出價。

競價限價盤

競價限價盤是有指定價格的買賣盤。指定價格等同最終參考平衡價格或較最終參考平衡價格更具競爭力的競價限價盤（即指定價格等同或高於最終參考平衡價格的買盤，或指定價格等同或低於最終參考平衡價格的賣盤）或可按最終參考平衡價格進行對盤視乎另一方是否有足夠可配對的買賣盤。競價限價盤會根據價格及時間先後次序按最終參考平衡價格順序對盤。競價限價盤不會以差於最終參考平衡價格的價格對盤。

在開市前時段結束後，任何未完成而輸入價不偏離按盤價九倍或以上的競價限價盤，將自動轉至持續交易時段，並一概視為限價盤存於所輸入價格的輪候隊伍中。

Limit Order

A limit order will allow matching only at the specified price. The sell order input price cannot be made at a price below the best bid price, if available whereas the buy order input price cannot be made at a price above the best ask price, if available.

Any outstanding limit order will be put in the price queue of the input price.

Enhanced Limit Order

An enhanced limit order will allow matching of up to 5 price queues (i.e. the best price queue and up to the 5th queue at 4 spreads away) at a time provided that the traded price is not worse than the input price. The sell order input price cannot be made at a price of 5 spreads (or more) below the current bid price whereas the buy order input price cannot be made at a price of 5 spreads (or more) above the current ask price.

Any outstanding enhanced limit order will be treated as a limit order and put in the price queue of the input price.

Special Limit Order

A special limit order will allow matching of up to 5 price queues (i.e. the best price queue and up to the 5th queue at 4 spreads away) at a time provided that the traded price is not worse than the input price. A special limit order has no restriction on the input price as long as the order input price is at or below the best bid price for a sell order or at or above the best ask price for a buy order.

At-auction Limit Order

An at-auction limit order is an order with a specified price. An at-auction limit order with a specified price at or more competitive than the final IEP (in case of buying, the specified price is equal to or higher than the final IEP, or in case of selling, the specified price is equal to or lower than the final IEP) may be matched at the final IEP subject to availability of eligible matching order on the opposite side. An at-auction limit order will be matched in price and time priority at the final IEP.

No at-auction limit order will be matched at a price worse than the final IEP.

Any outstanding at-auction limit orders at the end of the Pre-opening Session will be carried forward to the Continuous Trading Session and treated as limit orders provided that the specified price of that at-auction limit order does not deviate 9 times or more from the nominal price. Such orders will be put in the price queue of the input price.