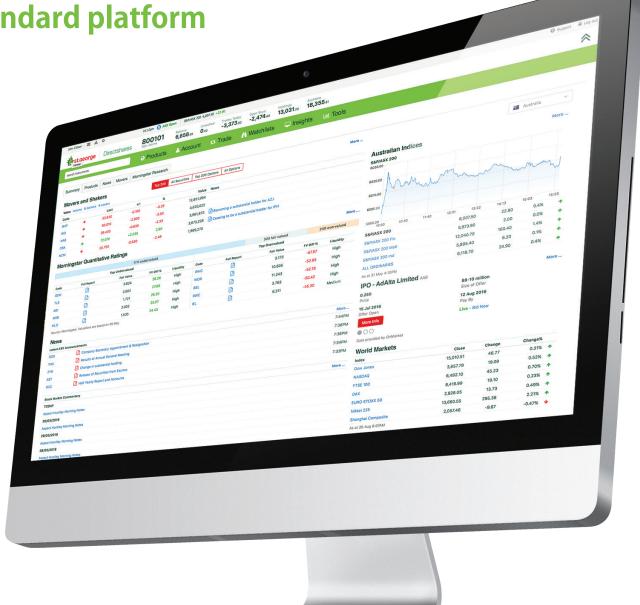
Directshares Standard platform



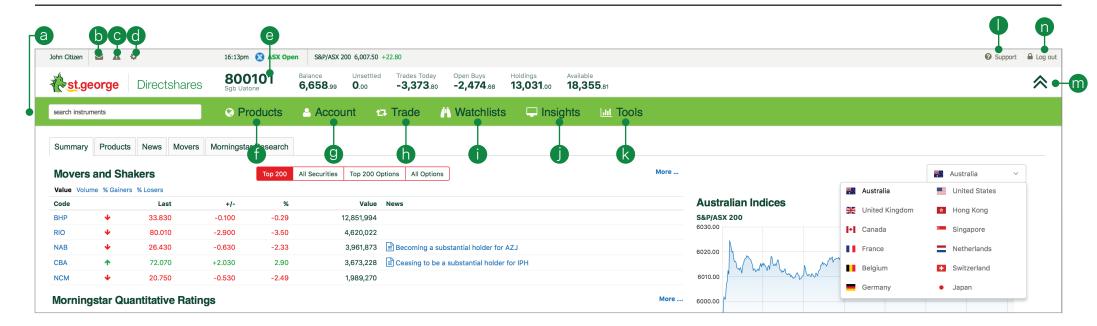
Platform quick guide

This concise guide is to help you familiarise yourself with the many features and tools available on the St.George Directshares standard platform. Learn how to find stocks, trade a range of products, manage your portfolio, access market news, charts and more. **St.George Directshares Standard platform**

- 1. Navigation overview
- 2. Finding a stock
- 3. Products
- 4. Placing a domestic trade
- 5. Placing an international trade
- 6. Your account
- 7. Your Options account
- 8. Stock specific market information
- 9. Watchlists
- 10. News and research
- 11. Trading tools
- 12. Advanced charting
- 13. Alerts
- 14. IPO centre
- 15. Settings
- 16. Live chat



1. Navigation Overview



- a. Enter a stock code or name in the 'search instruments' field
- b. View messages on trade events, stock alerts and invoices
- c. Create and manage alerts
- d. Manage personal details, market data and trading preferences
- e. View your account number, holdings and available balance
- f. Select, search or filter for available products
- **g.** Manage your existing positions and orders, view your order history, confirmations, statements
- h. Place a trade

- i. Open an existing watchlist or create a new one
- j. Access the latest market news and analysis, economic calendar and dividends calendar

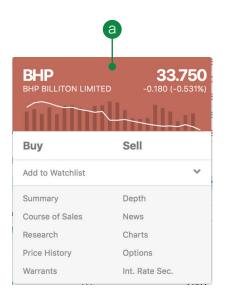
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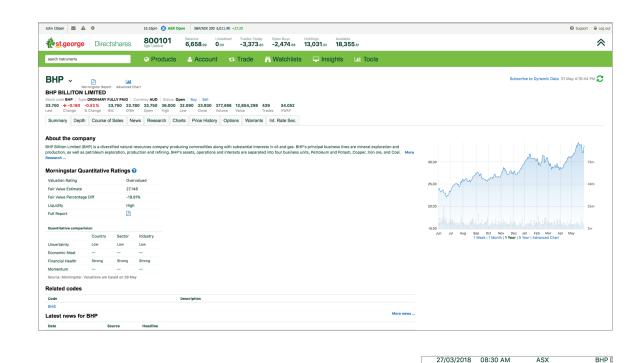
- **k.** Access our stock filter and sector analysis, technical and fundamental market analysis, alerts and IPO centre
- Access education materials, platform videos, additional account forms and client support information, including live chat
- m. Hide the account details bar
- n. Securely log out of the platform

2. Finding a stock

Access market information or place a trade quickly from the hover menu or from the footer bar on the platform

- a. Hover over any stock to bring up the stock menu to access course of sales research, charts and more
- b. Enter the company name or stock code
- c. Select from either live quote, analysis or trade options
- d. Quickly access up to five recently viewed stocks



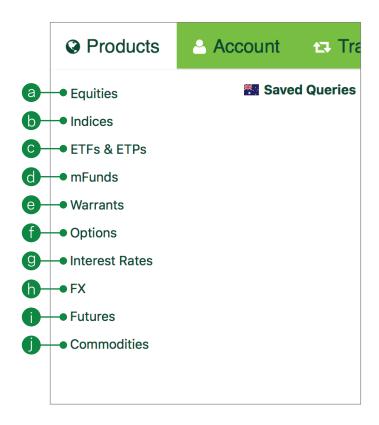




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3. Products

- a. Search and filter for all equities available to trade in your selection
- b. View the current prices of Indices
- c. Search and filter for ETFs & ETPs available to trade. EFTs & ETPs are a range of investment funds that hold a collection of assets like shares, commodities and bonds
- d. Search and filter for unlisted managed funds that can be bought and sold through the mFund Settlement Service
- e. Filter to see all available Warrants to trade*
- f. Search and filter for available Exchange Traded Options*
- g. Search and filter for available Interest Rates Securities to trade*
- h. View the current prices of Futures
- See the latest price movements for popular commodities
- j. View saved queries for the selected region



4. Placing a domestic trade

Click any buy or sell price on the platform to launch the order ticket, or select your order ticket from 'Trade' drop down menu

- a. Enter the stock you want to trade
- b. Click the buy or sell button to change the order type
- c. Enter the quantity you wish to buy or sell
- d. Select the order instructions- choose between 'Limit', 'At Market', or 'Conditional Order'
- e. Select an expiry for your order 'Good Till Cancelled', 'Day Only', or a specific date
- f. Add an optional stop loss order to this position to protect against adverse price movements
- g. Add an optional take profit order to this position so that you can exit your trade when an advantageous price is reached
- h. Enter trading PIN to place your order

Order instructions:

Limit price - A maximum price on a buy order or a minimum price on a sell order.

If the market doesn't reach the set price, the order won't be executed

At market – An order that you use to specify the direction and size of a trade, but not the price which could be placed 3 price steps above or below the last sale. This ensures your order will be filled as quickly as possible

Conditional order - An order that sets a 'trigger' to execute based on a set of criteria or market conditions

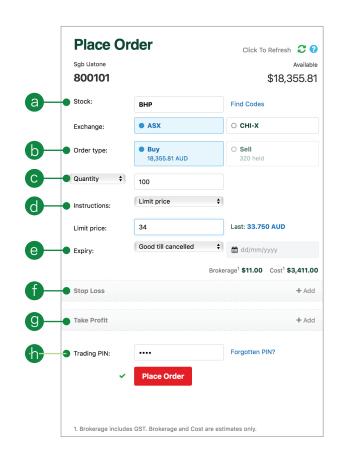
Expiry definitions:

Good till cancelled – The order will not expire until it is filled or the stock is purged by the ASX

Day Only - This type of order will expire at the end of the day if it has not filled

Stop loss - An option to submit an order to the market to close your position when the price reaches your specified stop-loss price

Take profit - An option to submit an order to the market to close an open position at a more profitable price compared to the price when placing the order.



5. Placing an international trade

Click any buy or sell price on the platform to launch the order ticket, or select your order ticket from 'Trade' drop down menu

- a. Enter the international stock you want to trade
- b. Click the buy or sell button to change the order type
- c. Enter the quantity you wish to buy or sell
- d. Select the order instructions- choose between 'Limit price', 'At Market'
- e. Select an expiry for your order 'Good Till Cancelled', 'Day Only', or a specific dateBrokerage rate
- f. FX buffer rate this is applied to buy orders only at the time of placement to protect against currency movements. Any excess buffer will be unlocked on order execution
- g. Enter trading PIN to place your order

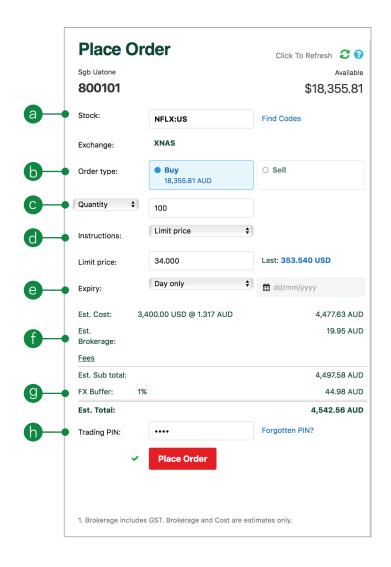
Order instructions:

Limit price - A maximum price on a buy order or a minimum price on a sell order. If the market doesn't reach the set price, the order won't be executed

At market - An order that you use to specify the direction and size of a trade, but not the price which could be placed 3 price steps above or below the last sale. This ensures your order will be filled as quickly as possible

Expiry definitions:

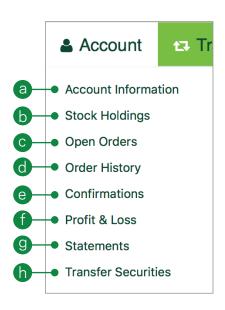
Day Only - This type of order will expire at the end of the day if it has not filled

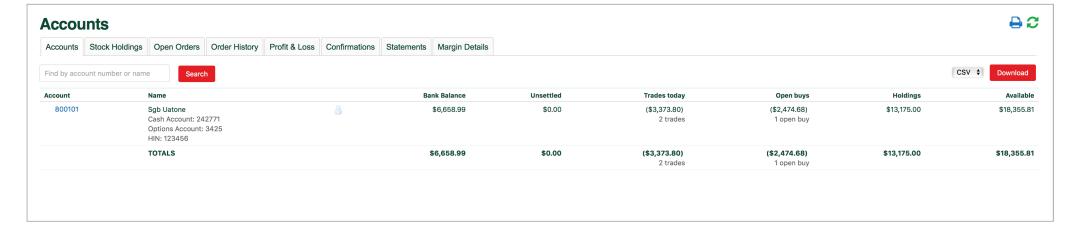


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6. Your account

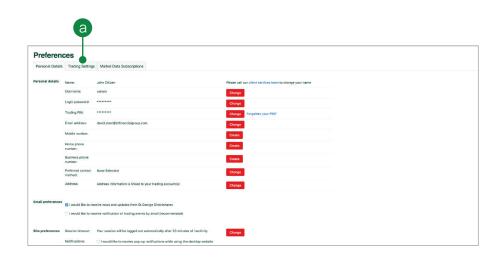
- a. Check your account information
- b. View your current holdings
- c. View all open orders and download a summary of these trades
- d. View and download past orders
- e. View and download all your order confirmations
- f. Check the performance of your holdings
- g. View and download all account statements within a specified time period
- h. Request a transfer of issuer sponsored securities to a nominated account

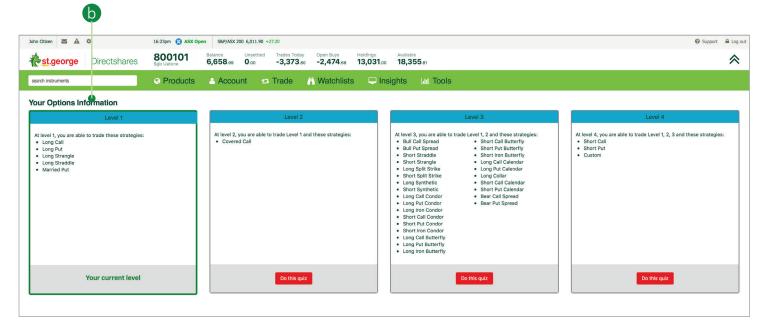




7. Your options account

- a. View your current options level, or click through to increase your options trading level by selecting cogwheel > 'Trading Settings'
- **b.** View the strategies available to each options trading level, and select the options quiz level you wish to complete
 - i. Each options trading quiz is made up of ten questions and require 80% to pass. You have a total of four attempts at each options quiz level
 - ii. You do not have to take these quizzes consecutively, you can pick the level you want to progress to





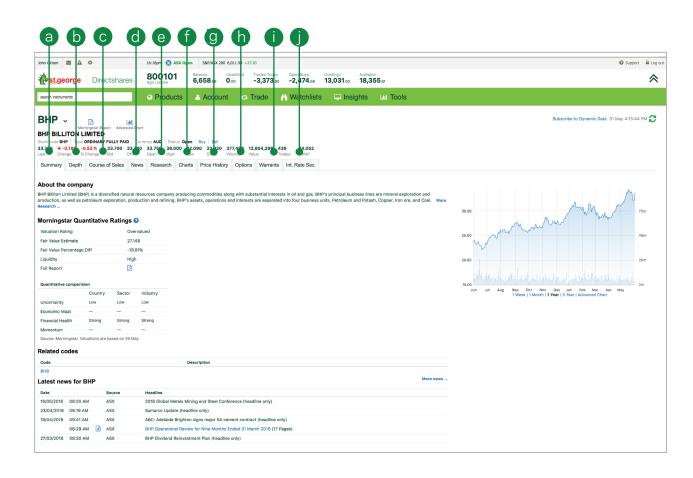
Options trading levels

You will need to activate your Options account, it will not be switched on by default.

8. Stock specific market information

Review a stock's performance with access to depth, course of sales, charts, news and research plus much more. You can access all of this information on any stock's profile page.

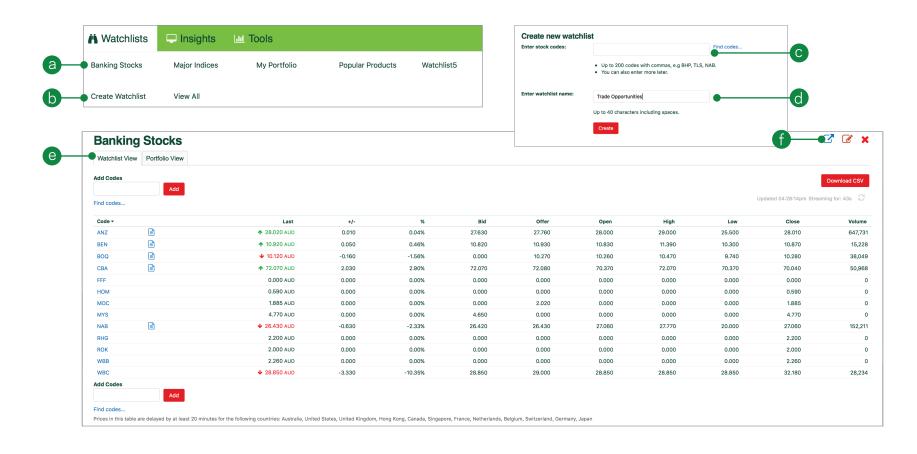
- a. Get a quick snapshot of the stocks performance
- **b.** See the number of buyers and sellers, volume and prices of the stock
- c. View a summary of all trades that have taken place throughout the trading day
- d. Read the latest stock related news from Dow Jones and ASX
- e. Access a summary of value, income, risk profiles and growth rates
- f. Access both basic and advanced charts for the stock
- g. View/download historical prices of the stock
- h. See available options for the stock with the ability to filter by expiration date and range
- i. View available Warrants for the stock
- View the interest rate securities available for the stock



9. Watchlists

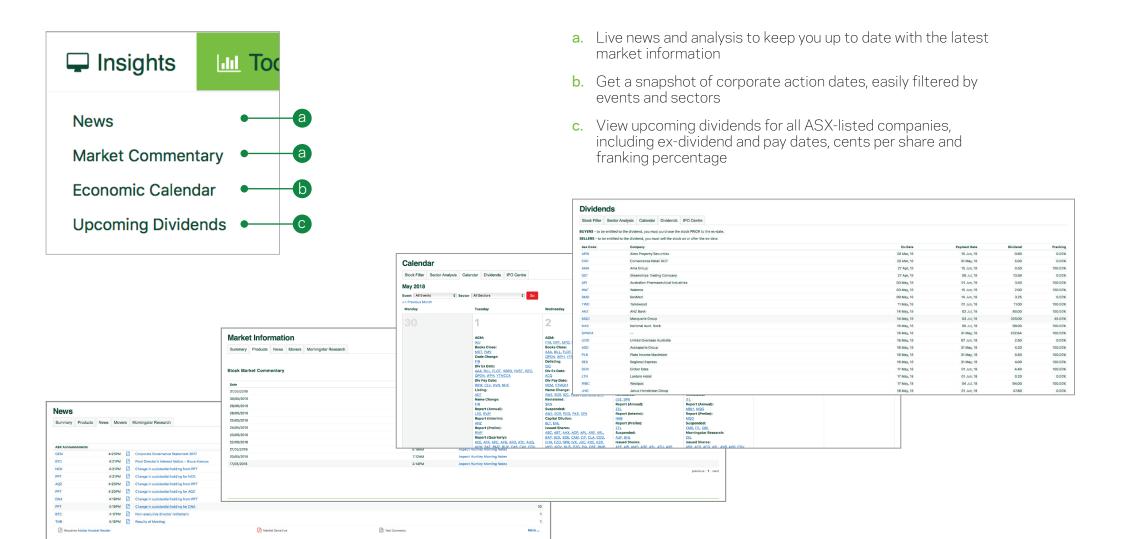
Create watchlists containing your favourite domestic and international products for easy access

- a. View default watchlists
- b. Click on 'Create watchlist' to create a new list
- c. Add stocks to your new list by entering the stock code and separating them with commas
- d. Enter a name for the watchlist and click 'create'
- e. View your list in either Watchlist view or Portfolio view
- f. View watchlist in a pop out window, edit or delete the watchlist



10. News and research

Australian Market News



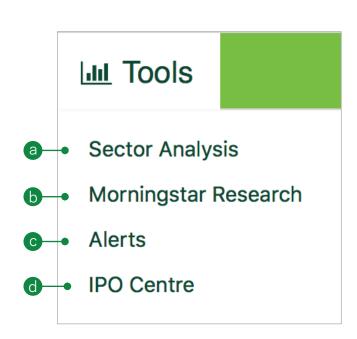
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11. Trading tools

- a. Compare key metrics like earnings per share, dividends per share and dividend yield, across sectors and sub-sectors to view the top 300 stocks within each sector
- **b.** View under/over valued stocks including fair value and liquidity ratings
- c. View/edit your alerts
- d. View and bid on current Australian IPOs with OnMarket Bookbuild



12. Advanced Charting

Launch our advanced charts from the Charts tab for any stock

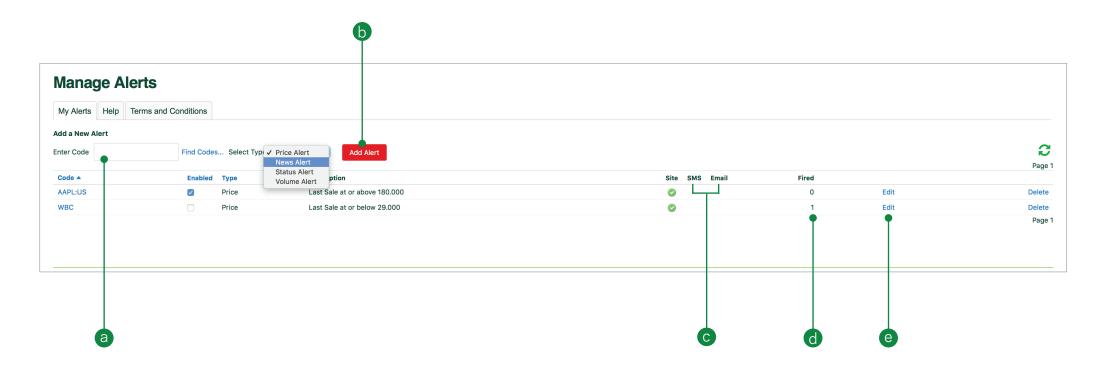


- a. Access a large suite of drawing tools trend lines; Fibonacci & many more
- **b.** Change the time frame covered by each candlestick/bar or the amount of history shown on the chart
- c. Select your preferred chart type candlesticks; bar charts & more
- d. Compare the performance of different stocks on a single chart
- e. Search for chart patterns

- f. Add studies like moving averages or RSI
- g. Change the look of your chart via multiple settings
- h. Save your drawings and studies then scroll through different scenarios using presets
- i. Click through stocks of interest by setting up watch lists then clicking to bring up charts with saved drawings and pre-set studies

13.Alerts

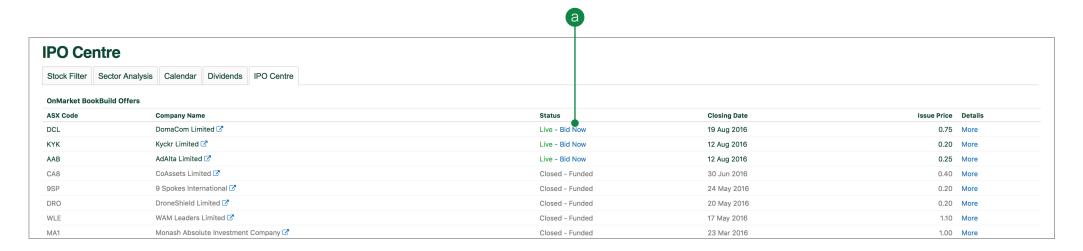
Manage your alerts by simply hovering over the tools menu and selecting 'Alerts'.



- a. Enter the stock code
- **b.** Select either price, news, status or volume alert and click 'add alert to save'
- c. Shows the delivery mode selected for a particular alert
- d. View how many times this alert has been triggered
- e. Edit the alert settings

14. IPO centre

Browse the range of OnMarket offers available on our IPO Centre, simply register with the OnMarket portal and provide your HIN to place your bid. Your holdings will seamlessly be added to your designated portfolio once the offer is successfully closed.



- a. You can access our IPO centre by hovering over the 'Tools' menu and selecting 'IPO Centre'. Click 'Bid now' to learn more about an available IPO
- **b.** Get an overview of the selected IPO including important dates, share price, minimum bid and the size of the offer
- c. Click on 'Bid' to access the Directshares OnMarket portal and place your bid

Note:

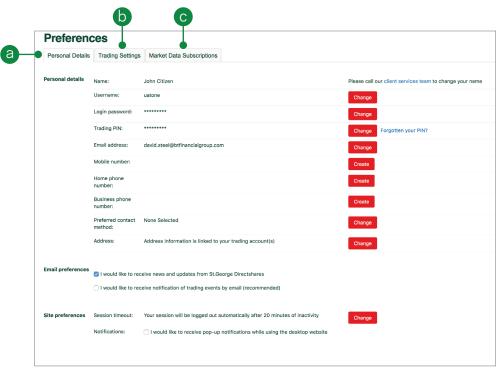
If you wish to bid on the OnMarket platform, you will need to register with your **Holder Identification Number (HIN)**. This can be found by selecting 'Account Information' from the 'Account' menu on the platform and will be displayed under your account name.



15. Settings

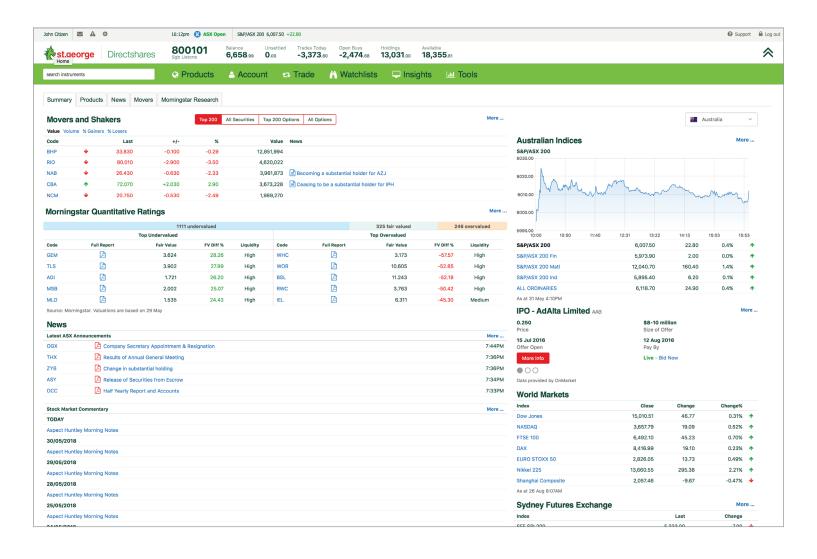
Configure your account and platform to suit your individual needs by using the inbuilt preferences and settings.

- **a.** Access your platform preferences by hovering over the cogwheel in the top left hand corner. Select from:
 - i. Personal Details change your username, password, trading PIN or other personal details. You can also manage your email and site preferences here.
 - Trading Settings update your order ticket style, enable or disable your trading PIN and manage your options trading levels and international market access
 - iii. Market Data Subscriptions
- b. Set your preferred default order ticket style (Full Page Ticket or Quick Ticket) and enable or disable a trading PIN on your account. We recommend the use of a trading PIN for additional security. Trading Settings is also where you can see your Options trading level and set your international markets
- c. Select and manage your 'Market Data' package, choose from delayed, live (click to refresh) or dynamic (streaming) data



16. Live chat

Available from Monday morning to Saturday morning to coincide with world market opening hours. Easily accessible by clicking on the 'chat now' button found in the bottom right hand corner of the platform or from the 'Support' drop down menu.





St.George Directshares Level 20, Tower 3, International Towers, 300 Barangaroo Ave, Sydney, NSW 2000, Australia

Tel: 1300 133 500 Fax: +61 2 9221 9365

Email: service@directshares.com.au

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