



CÔNG TY TNHH CHỨNG KHOÁN NHẬT BẢN
JAPAN SECURITIES CO., LTD.

**ONLINE TRADING
MANUAL DOCUMENTS**



INTRODUCTION

For easy and efficient transactions performing on our online system, Japan Securities Co., Ltd. would like to present the **ONLINE TRADING MANUAL DOCUMENT** to you as below.

Besides the easy and fast online ordering function, you can also perform other supporting functions of online transactions such as checking account balance, performing information lookup and money transfer, registering buying rights, and online advance money.

Please be noted that this manual can be changed according to the upgrading system for better user experiences. Any questions about online transactions, please contact (+84) 24 3791 1818 for more information.

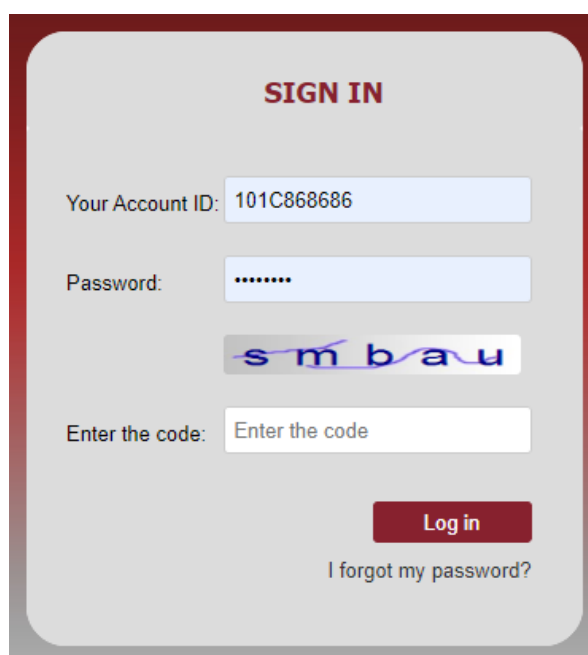
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MAIN FUNCTIONS INSTRUCTIONS

I. LOGIN SYSTEM

- **Step 1:** Access the login screen in one of two ways below:
 - Direct access via the link: <https://extrading.japan-sec.vn/>
 - Access through JSI's website: <https://www.japan-sec.vn/> → Select Online Trading



- **Step 2:** Input information
 - Your Account ID: customer's securities account at JSI (Example: 101C868686)
 - Password: Login password that JSI sends via phone and email (if any)
 - Enter the code: String of characters in the rectangle
 - Click 
- **Step 3:** Change your password
 - In customer's first-time login, the system will ask customer to change login password as below:

Change Login Password

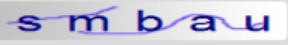
FullName	<input type="text" value="Nguyễn Văn A"/>	Old Password	<input type="password"/>
PasportNumber	<input type="text" value="012345678"/>	New Password	<input type="password"/>
HomeAdd	<input type="text" value="54A Nguyen Chi Thanh"/>	Confirm Password	<input type="password"/>
Mobile	<input type="text" value="012345678"/>		
EmailAdd	<input type="text"/>		

- Old Password: Login password that JSI provides to customer
 - New Password: New password chosen by the customer
 - Confirm Password: Re-enter the new password
 - Click to confirm the password changed
 - Click to dissolve information just input
- **Step 4:** After successfully change the password, customer uses the updated password to log in again:

SIGN IN

Your Account ID:

Password:



Enter the code:

[I forgot my password?](#)



II. PRICE LIST DISPLAY

2.1. Price list

- Please click  to access the price list

[illegible]

- To view price list by exchange floor:



Select the securities portfolio from the drop-down list:

- My Portfolio: The price list includes securities that customer is currently holding.
 - VN30 Portfolio: The price list includes securities in the VN30 list of the Ho Chi Minh Stock Exchange
 - HNX30 Portfolio: The price list includes securities in the VN30 list of the Hanoi Stock Exchange
 - HOSE: The price list includes securities listed on the Ho Chi Minh Stock Exchange
 - HNX: The price list includes securities listed on the Hanoi Stock Exchange
 - UPCOM: The price list includes securities registered for trading on the UPCOM exchange
 - Favorite: The price list includes the securities that customer has interests in.
- In the favorite list, customer can add or remove stocks:
- Customer adds stock codes to the favorite list by entering the stock codes in the bottom white blank box in the price list and then pressing Enter.

Symbol	Ceiling	Floor	Ref.	bid						Match Price	Match Vol	+/-	Offer					
				Price3	Vol3	Price2	Vol2	Price1	Vol1				Price1	Vol1	Price2	Vol2	Price3	Vol3
ACB	27.55	23.95	25.75	25.4	170,20	25.45	63,70	25.5	16,90	25.5	1,00	-0.3	25.55	17,60	25.6	177,70	25.65	117,70
BVH	58.8	51.2	55	55.3	15,00	55.4	9,10	55.5	10,80	55.5	20	+0.5	55.6	20	55.7	7,60	55.8	27,10
SSI	31	27	29	28.5	112,50	28.55	17,20	28.6	19,60	28.6	30	-0.4	28.65	28,00	28.7	45,60	28.75	56,70
VND	26.65	23.25	24.95	24.4	103,50	24.45	59,00	24.5	42,40	24.55	50	-0.4	24.55	55,00	24.6	32,70	24.65	51,50
VNM	75.1	65.3	70.2	69.5	112,90	69.6	90,90	69.7	11,00	69.7	30	-0.5	69.8	12,60	69.9	28,70	70	49,70
VH																		

VHM - (Vinhomes Joint Stock Company)
VHC - (Vinh Hoan Corporation)
VHE - (Công ty cổ phần Dược liệu và Thực phẩm Việt Nam)
VHL - (Viglacera Ha Long JSC)
VHM121024 - (VHM)
VHM121025 - (VHM)
VHG - (Quang Nam Rubber Investment Joint Stock Company)
VHF - (Vinh Ha Food Processing)
VHH - (Thanh Dat House Trading)
VHI - (Viet Ha Investment and Trading)

P.Type LO Quantity
Conditional Order Bas

- Customer removes stocks from the favorite list by clicking on the stock code, when  is displayed, click on 

Display:	1	2	3	Market Watch		Favorite				VNI:
Symbol	Ceiling	Floor	Ref.	bid						
				Price3	Vol3	Price2	Vol2	Price1	Vol1	
ACB	✖	27.55	23.95	25.75	25.4	170,20	25.45	63,70	25.5	16,20
BVH		58.8	51.2	55	55.3	15,00	55.4	9,10	55.5	10,80
SSI		31	27	29	28.5	115,00	28.55	19,20	28.6	4,30
VND		26.65	23.25	24.95	24.35	101,90	24.4	132,10	24.45	59,40
VNM		75.1	65.3	70.2	69.5	113,10	69.6	90,90	69.7	11,10

- Customer can also remove 1 stock code from the favorite list by right-clicking on the stock code customer wants to remove, then clicking Delete stock code

Display:		1	2	3	Market Watch		Favorite		▼	
Symbol		Ceiling	Floor	Ref.						
					Price3		Vol3		Price2	
ACB		<div>Buy VND</div> <div>Sell VND</div> <div>Delete VND</div>		25.75	25.4		170,20		25.45	
BVH				55	55.4		9,10		55.5	
SSI				29	28.5		101,10		28.55	
VND				24.95	24.35		52,20		24.4	
VNM		75.1	65.3	70.2	69.5		113,10		69.6	
VH										

- Customer can also place orders directly from the price list by right-clicking on the stock code customer wants to place an order on, then click Buy if customer wants to place a buy order with that stock, click Sell order if customer wants to place a sell order with that stock.

Display: 1 2 3			Market Watch Favorite			
Symbol	Ceiling	Floor	Ref.	Price3	Vol3	Price2
ACB			25.75	25.4	170,10	25.45
BVH			55	55.4	9,10	55.5
SSI			29	28.5	101,50	28.55
VND			24.95	24.35	52,20	24.4
VNM	75.1	65.3	70.2	69.5	113,10	69.6

- When customer places a quick order on the price list, the information about the order type and the stock code will be automatically updated on the order screen.

Display: 1 2 3			Market Watch		Favorite		VNI: 1301.77 -6.03(-0.46) Vol: 399,603,196 Val: 10,908 Tđ Mkt: Open															HNX: 310.33 -2.41(-0.77) Vol: 67,846,745 Val: 1,864 Tđ Mkt: Open									
Symbol	Ceiling	Floor	Ref.	bid		ask		Match Price	Match Vol	±%	Offer								Total Vol	Open	High	Low	Foreign Buy	Foreign Sell	F.Remain						
ACB	27.55	23.95	25.75	Price3	Vol3	Price2	Vol2	Price1	Vol1		Price1	Vol1	Price2	Vol2	Price3	Vol3	1,539,20	21.2	25.8	25.2	0	0	0								
BVH	58.1	51.2	55	55.4	10,10	55.5	12,40	55.6	9,90	55.7	3,30	-0.7	55.7	5,10	55.5	27,10	55.5	10,10	1,313,40	54.5	56.2	54.1	4,00	3,00	105,185,25						
SSI	31	27	29	28.5	115,50	28.5	114,50	28.5	25,30	28.5	1,00	-0.1	28.55	1,40	28.5	14,50	28.55	10,50	3,554,40	28.5	29	28.3	176,00	219,20	652,785,32						
VND	26.05	23.25	24.95	24.35	52,20	24.4	114,50	24.45	55,10	24.5	1,00	-0.3	24.5	10,10	24.55	6,30	24.5	49,00	3,049,30	24.5	24.5	24.3	157,70	8,30	1,000,005,16						
VNM	75.1	65.3	70.2	69.5	113,10	69.6	114,60	69.7	5,40	69.7	70	0.2	69.8	5,00	69.9	25,70	70	58,30	1,048,60	70	70.2	69.5	204,30	488,00	953,009,56						
Price H/L 30, Volume H/L 30																															

Order Type: Normal order	Buy/Sell: Buy	Symbol: VND	P.Type: LO	Quantity:	Price:	Qty order: 1
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2.2. Price information of a specific stock

- Customer clicks **3** to view detailed information about stock customer has interests in:

Display:		1	2	3	VNI: 0 0 () Vol: 0 Val: 0			
Stock		VNM			Viet Nam Dairy Products Joint Stock Company - HOSE			
Change				Last				
%Chg				Ceil/Fir		75.2/ 65.4		
Hi/Lo				Buy		Offer		
Ref/Avg		70.3						
Volume								
Value				Volume		Buy	Offer	Volume
F.Buy								
F.Room								

- Customer can change the security code by entering the stock code customer wants to see information in the white blank box and press Enter:

Display:

1

2


3

VNI: 0 0 () Vol: 0 Val: 0

Stock: VNM

Viet Nam Dairy Products Joint Stock Company - HOSE

Change		Last		
%Chg		Ceil/Fir	75.2/ 65.4	
Hi/Lo		Buy	Offer	
Ref/Avg	70.3			
Volume				
Value		Volume	Buy	Offer
F.Buy				
F.Room				

- At the interface , customer can see the following information:
 - Overview information about security: Matching price, Trading volume, foreign room limit, etc
 - Information about trading data of stock
 - Graph showing transactions of that stock within trading day

2.2.1. Overview

Customer can view general information about stock at:

Display:

1

2

3

VNI: 1301.23 -6.57(-0.50) Vol: 380,512

Stock

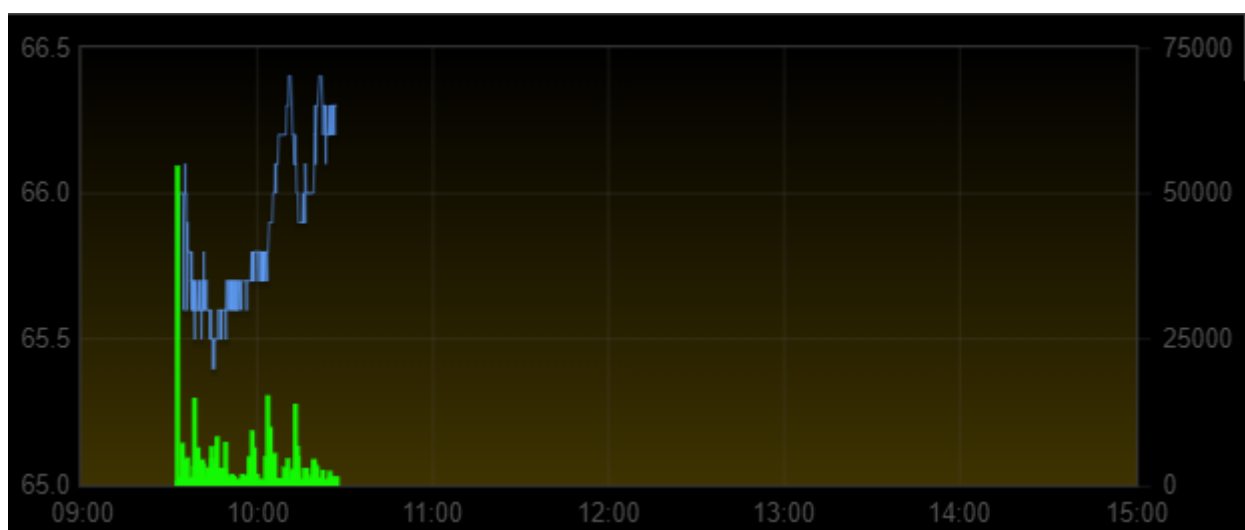
VNM

 Viet Nam Dairy Products Joint Stock Company - HOSE

Change	-0.4	Last	69.8		
%Chg	-0.57%	Ceil/Fir	75.1/ 65.3		
Hi/Lo	70.2/ 69.5	Buy	Offer		
Ref/Avq	70.2/ 69.79	69.7	69.8		
Volume	982,800	63%		37%	
Value	68,585,070,000	Volume	Buy	Offer	Volume
F.Buy	201,300	18,000	69.7	69.8	25,900
F.Room	953,009,950	40,400	69.6	69.9	28,500

2.2.2. Graph

Customer views graph at:



III. ORDERS PLACING

3.1. Order screen 1

Display: 1 2 3 VNI: 1302.14 -5.56(-0.43) Vol: 384,149,996 Val: 10,517 Tỷ Mkt: Open HNX: 310.45 -2.29(-0.73) Vol: 66,947,445 Val: 1,819 Tỷ Mkt: Open

Order Type: Normal order

Buy/sell:

Symbol:

P.Type: LO

Quantity:

Max Qty:

Price:

Qty order: 1

CII Ho Chi Minh City Infrastructure Investment Joint Stock Company

Ceiling	Reference	Floor
22.35	20.9	19.45
20.7	20.7	19.45
Avg	High	Low
20.71	21.15	20.4
Volume	Buy	Offer
6,50	20.65	20.7
12,90	20.6	20.75
16,20	20.55	20.8

Money:

- Current Account: 205,286
- Money blockade Order: 0
- Cash In Advance: 0
- Cash In Advance: 0
- Buying Power: 205,286
- Stock available: 19,100,000
- Total buy amount: 0

Open Positions Order history in day

Trade	Symbol	Total	Available	T0	T1	T2	Cost price	Value	Market Price	Market Value	Expected L/P	%Expected L/P
Buy	CII	100	100	0	0	0	31.275	3,127,528	20.650	2,065,000	-1,062,528	-33.97%
Buy	VIT	900	900	0	0	0	14.095	12,685,320	20.500	18,450,000	5,764,680	45.44%

3.1.1. Normal order

- **Step 1:** Enter order information:

Display: 1 2 3 VNI: 1302.23 -5.57(-0.43) Vol: 385,1

Order Type: Normal order

Buy/sell:

Symbol:

P.Type: LO

Quantity:

Max Qty:

Price:

Qty order: 1

- Buy/Sell: Select Buy/Sell.
- Symbol: Customer enters the stock code want to place an order.
- P.Type: For each stock code on each exchange, the system will display the corresponding price types that are allowed to be placed on each exchange floor.
- Price: The placed price must be within the Ceiling – Floor price range and comply with the tick size regulations of each floor.
- Max Qty: The maximum volume of securities can be bought, based on the current purchasing power divided by the floor price to calculate the maximum volume. When customer enters the purchase price, this volume will be recalculated according to the entered purchase price. Only displayed when customer chooses Buy/Sell = Buy.
- Quantity: the number of securities that customer wants to place an order.
- Qty order: The system allows entering multiple orders similar to the one being placed at the same time. The default display is 1. Only positive integers are allowed to enter.

Notes:

- When customer enters the stock code, the system will display the stock information

VHC Vinh Hoan Corporation - HOSE			
Ceiling	Reference	Floor	
117.7	110	102.3	
107.3	Qty / Value		Change
	1,326,80 / 143,380,150,000		-2.7
Avg	High	Low	F.Room
108.06	110.7	106	136,738,44
Volume	Buy	Offer	Volume
6,60	107.2	107.3	2,50
5,50	107.1	107.4	1,40
5,00	107	107.5	1,30

- Customer views the balance of money to place orders through the screen “Some sub-account information”

Some sub-account information <detail>	
Money:	
- Current Account:	205,286
- Money blockade Order:	0
- Cash In Advance:	0
- Cash in Advance:	0
- Buying Power:	205,286
Stock:	
- Stock available:	19,100,000
- Total buy amount:	0

- **Step 2:** Click **Buy** or **Sell** to place an order.
- **Step 3:** Confirm order:
 - Enter the matrix authentication code/token/order password corresponding to the authentication type applied to customer’s account.
 - Save matrix card authentication code: the system will save the authentication code during the login session.
 - Click **Submit** to place an order. Click **Close** to cancel the order.

ORDER APPROVAL

Account name: Nguyễn Văn A
Type: Normal
Acctno: 0001868686

Buy/Sell	Symbol	Quantity	Order type	Price
Buy	VIT	100	LO	13,000

Command Value: 1,300,000
Fee Rate: 2,600 (0.2%)
Estimated Total Cost: 1,302,600

Please enter the verification code at **B2 - D4 - A2** on the matrix card
Matrix code (no space, ex: AM5/am5)

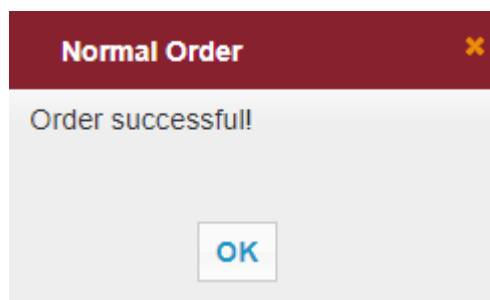
☐ Save matrix card authentication code
Notice: Please preview carefully before placing order


Submit

Close

Buy

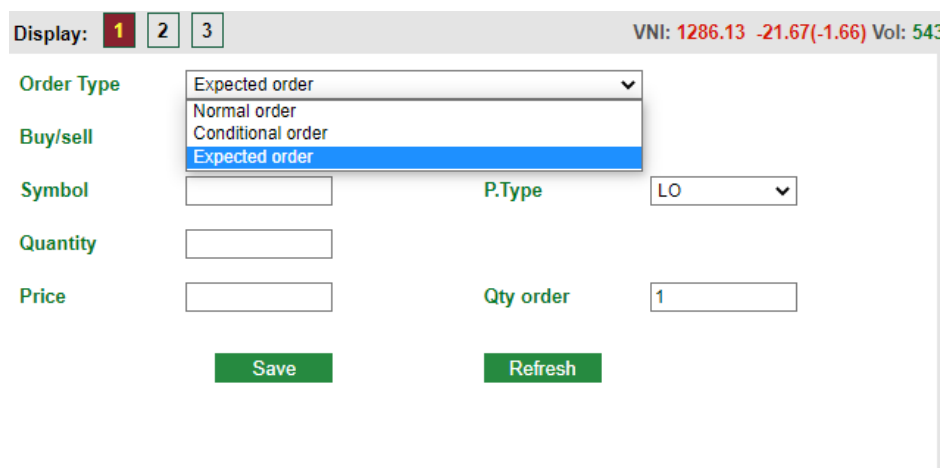
- **Step 4:** When the order is placed successfully, the system will show a message:



- **Step 5:** Click  to complete placing the order.

3.1.2. Expected order

- **Step 1:** Input information:



- Order type: Expected order
- Buy/Sell: Select Buy/Sell
- Symbol: Customer enters the stock code
- P.Type: For each stock code on each exchange, the system will display the corresponding order types that are allowed to be placed on each exchange floor.
- Price: The placed price must be within the Ceiling – Floor price range and comply with the tick size regulations of each floor.
- Quantity: the number of securities that customer wants to place an order.
- Qty order: The system allows entering multiple orders similar to the one being placed at the same time. The default display is 1. Only positive integers are allowed to enter.

Notes: When placing an expected order, customer does not need to enter the verification code.

Order Type	<input type="text" value="Expected order"/>		
Buy/sell	<input type="text" value="Sell"/>		
Symbol	<input type="text" value="VCB"/>	P.Type	<input type="text" value="LO"/>
Quantity	<input type="text"/>		
Price	<input type="text"/>	Qty order	<input type="text" value="1"/>
<input type="button" value="Save"/>		<input type="button" value="Refresh"/>	

- **Step 2:** Click to place orders in the Expected Order list.
- **Step 3:** Click to cancel the order information just input.
- **Step 4:** After clicking system will show a message:

Alert✕

You are placing group order. This order will be saved.

☐ Don't show it next time.

If customer ticks the box “Don’t show it next time”, the next time customer places an order, customer will not need to confirm at this step.

- **Step 5:** Click to place an order. Click to cancel an order.
- **Step 6:** When the order is placed successfully, the system will show a message:

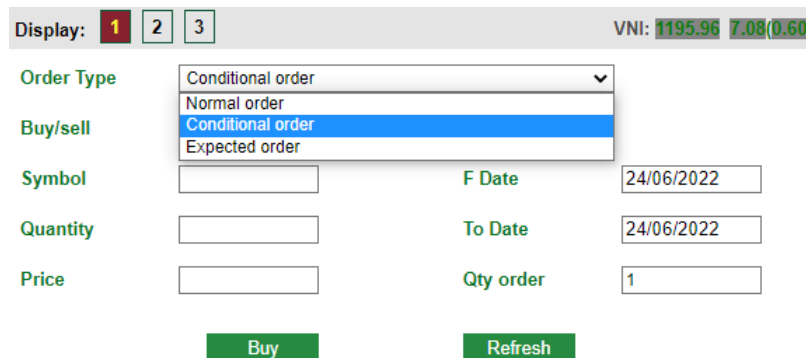
Group Order✕

Order saved successfully!

- **Step 7:** Click to complete placing the order.

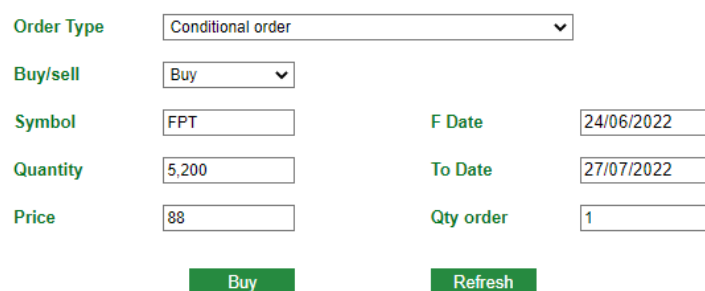
3.1.3. Conditional order

- **Step 1:** Input information:



- Order type: Conditional order
- Buy/Sell: Select Buy/Sell
- Symbol: Customer enters the stock code.
- Price: Enter the price that customer wants to place an order, the price may be outside the floor and ceiling price range. Limited price only, not applied to market price.
- Quantity: the number of securities that customer wants to place an order.
- Qty order: The system allows entering multiple orders similar to the one being placed at the same time. The default display is 1. Only positive integers are allowed to enter.
- F Date: The start date that customer wants to place the order
- To Date: The end date that customer wants to place the order

- **Step 2:** Click **Buy** or **Sell** to place an order.



- **Step 3:** Order approval:

- Enter the matrix verification code/token/order password corresponding to the authentication type applied to the customer's account.
- Save authentication code: If the save box is ticked, the system will save the authentication code during the login session.
- Click **Order** to continue placing order.

ORDER APPROVAL✕

Conditional order for account: 101C686868

Symbol AAA (HSX)

Last price	Floor	Ceiling	Change intra day	Bid	Ask	High	Low	Last matching volume	Date/Time (dd/mm/YYYY)
0	35,250	40,550	0	0	0	0	0	0	29/06/2022 16:50:37

Type: **BUY**

Duration : 24/06/2022 - 24/06/2022

Symbol : AAA

Order type : LO

Stock qty : 1,500

Close price : 0

Securities : Common stock

Limit price : 37.9

Generate order when : Order's price of AAA within the price range of the market, BUY order will be sent to the system!
 Order status : Will be shown on "Order Book" and "Conditional Order" tabs

Estimated value (VND) :	56,850,000
Estimated fee (VND) :	113,700 (0.2%)
Total estimated value (VND) :	56,963,700

BUY

Please enter the verification code at **C3 - C5 - D4** on the matrix card
 Matrix code (no space, ex: AM5/am5)
☐ Save matrix card authentication code

Order
Close

- **Step 4:** Click Close to exit the Order approval screen.
- **Step 5:** When the order is placed successfully, the system will show a message:

Group Order✕

Order saved successfully!

OK

- **Step 6:** Click OK to complete placing the order.

Notes: When customer places a conditional order, the system will check 3 following conditions:

- ✓ Price condition: The price must be in the ceiling and floor price range.
 - ✓ Date condition: Meet the condition “From date – To date”
 - ✓ Balance condition: Enough money for Buy orders and enough securities for Sell orders.
- When customer places orders, the system will check all 3 conditions above. If the conditions are met, orders will be created in the normal order list and the original orders will be displayed in the conditional order list. If all three conditions are not met, the normal orders will not be created and customer can only see the original orders in conditional order list.

- For accounts whose money is managed by the bank: All conditional orders will be checked twice at the beginning of the day and the afternoon session. If the orders meet the conditions, they will be shown in the normal order list. If not, they will be in the conditional order list and have a pending status.
- For accounts whose money is managed by JSI: In case customer updates the money balance and securities balance during the session to meet the margin conditions of conditional orders, the system will check these conditional orders.
- In case the conditional orders are only partially matched during the session, the rest will be checked for conditions on the next trading day.

3.2. Order screen 2

3.2.1. Normal order

- Bước 1: Input information:

- Buy/Sell: Select Buy/Sell
- Symbol: Customer enters the stock code.
- P.Type: For each securities code on each exchange floor, the system will display the corresponding order types that are allowed to be placed on each exchange floor.
- Price: The price must be within the ceiling and floor price range and comply with the tick size regulations of each exchange floor.
- Quantity: Number of securities that customer wants to order.

Order Type	Normal order	Buy/Sell	Buy	Symbol	AAA	P.Type	LO	Quantity		Price		Qty order	1
AAA - HOSE		Buying Power	205,286	Max quantity	0	Ceiling Price	12.5	Floor Price	10.9	Refer Price	11.7	Buy	Refresh
Open Positions Order Cancel/Edit Order history in day Conditional Order Basket Order													
Trade	Symbol	Total	Available	Wait			Cost price	Value	Market Price	Market Value	Expected L/P	%Expected L/P	
				T0	T1	T2							

Notes:

- When customer places a buy order, the system will display the customer's purchasing power, maximum buying quantity.

The purchase quantity of orders must be less than or equal to the maximum purchase quantity.

Order Type	Normal order	Buy/Sell	Buy	Symbol	FPT	P.Type	LO	Quantity	100	Price	125	Qty order	1
FPT - HOSE		Buying Power	100,000,000	Max quantity	700	Ceiling Price	133.7	Floor Price	116.3	Refer Price	125	Buy	Refresh
Open Positions Order Cancel/Edit Order history in day Conditional Order Basket Order													
Trade	Symbol	Total	Available	Wait			Cost price	Value	Market Price	Market Value	Expected L/P	%Expected L/P	
				T0	T1	T2							

- When customer places a Sell order, the system will display the Onhand balance.
Onhand balance indicates the quantity customer can place a normal sell order.



Order Type	Normal order	Buy/Sell	Sell	Symbol	AAA	P.Type	LO	Quantity	100	Price		Qty order	1
AAA - HOSE	Onhand	100,000		Ceiling Price	40.55	Floor Price	35.25	Refer Price	37.9	Sell	Refresh		
Open Positions	Order Cancel/Edit	Order history in day	Conditional Order	Basket Order									
Trade	Symbol	Total	Available	Wait	T0	T1	T2	Cost price	Value	Market Price	Market Value	Expected L/P	%Expected L/P

- **Step 2:** Click **Buy** or **Sell** to place an order.
- **Step 3:** Order approval

ORDER APPROVAL

Order in next trading day 24/06/2022

Account name: Nguyễn Văn A
Type: Normal
Acctno: 0001868686

Buy/Sell	Symbol	Quantity	Order type	Price
Buy	AAA	100	LO	37,000

Command Value: 3,700,000
Fee Rate: 7,400 (0.2%)
Estimated Total Cost: 3,707,400

Please enter the verification code at **A2 - C5 - D2** on the matrix card

Matrix code (no space, ex: AM5/am5)

☐ Save matrix card authentication code

Notice: Please preview carefully before placing order

Submit Close

Buy

- Enter the matrix verification code/token/order password corresponding to the authentication type applied to the customer's account.
- Save authentication code: If the save box is ticked, the system will save the authentication code during the login session.
- Click **Submit** to continue placing orders.
- **Step 4:** When the order is placed successfully, the system will show a message:

Normal Order

Order successful!

OK

- **Step 5:** Click **OK** to complete placing the order.

3.3. Taskbar

3.3.1. Portfolio

Description: "Portfolio" shows information about the securities held by customer.

Portfolio													
Order Book													
Conditional Order													
Basket Order													
Trade	Symbol	Total	Available	Wait			Cost price	Value	Market Price	Market Value	Expected L/P	%Expected L/P	
				T0	T1	T2							
Buy	AAA	495,000	495,000	0	0	0	24	12,052,800	42,050	20,955,900,000	20,944,747,200	172,945.27%	
Buy	FPT	499,900	499,900	0	0	0	0	0	114,400	57,188,560,000	57,188,560,000	0.00%	
Buy	MHO	100,000	100,000	0	0	0	0	0	118,000	11,800,000,000	11,800,000,000	0.00%	
Buy	VIC	499,400	499,400	0	0	0	0	0	137,100	68,467,740,000	68,467,740,000	0.00%	
Buy	VNM	25,000	25,000	0	0	0	2	50,000	231,000	5,775,000,000	5,774,950,000	11,549,900.00%	

Notes:

- Total: Total quantity of each type of securities in the customer's account including: available, mortgage, restricted, entitled and pending securities of the customer.
- Available: number of trading securities and transferable securities.

3.3.2. Order Cancel/Modify

Description: Only valid orders that can be canceled/modified will be displayed on this screen

Portfolio													
Order Cancel/Modify													
Order Book													
Conditional Order													
Basket Order													
All select	Cancel	Edit	Time	Custody Code	Order Type	Buy/Sell	Symbol	Status	P.Type	Qty Order	Order Price	Value	Qty Matched
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0

3.3.2.1. Modify order

- **Step 1:** Click at the order line customer wants to edit:

Portfolio													
Order Cancel/Modify													
Order Book													
Conditional Order													
Basket Order													
All select	Cancel	Edit	Time	Custody Code	Order Type	Buy/Sell	Symbol	Status	P.Type	Qty Order	Order Price	Value	Qty Matched
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0
<input type="checkbox"/>	<input type="button" value="Cancel"/>	<input type="button" value="Edit"/>	09:39:35	101C886868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0

- **Step 2:** Input information and verify order:
 - Enter information about the price/volume of the order. For HOSE, only the price can be modified.
 - Enter the matrix verification code/token/order password corresponding to the authentication type applied to customer's account.
 - Save authentication code: If the save box is ticked, the system will save the authentication code during the login session.

Edit order
✕

Custodycd **101C686868**
Symbol **VIC**
Order type **LO**
Qty matched / Qty Order
Volume

Sub account **0001000007**
Buy/Sell **NS**
Time **09:19:02**
Price **137**
Price

Please enter the verification code at **D2 - C3 - B2** on the matrix card

Matrix code (no space, ex: AM5/am5)

☐ Save matrix card authentication code

Notice : You are placing a firm amend order. Please preview carefully.

Submit
Close

- **Step 3:** Click Submit to process modifying order, or click Close to cancel modifying order.
- **Step 4:** When the order is modified successfully, system will show a message:

Edit order
✕

Trade successfully!

OK

- **Step 5:** Click OK to complete modifying order.

3.3.2.2. Cancel order

- **Step 1:** Click the order line customer wants to cancel

Portfolio Order Cancel/Modify Order Book Conditional Order Basket Order																	
All select	Cancel	Edit	Time	Custody Code	Order Type	Buy/Sell	Symbol	Status	P.Type	Qty Order	Order Price	Value	Qty Matched	Balance	Math value	Remain value	
<input type="checkbox"/>			09:39:35	101C686868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0	100	0	720,000	
<input type="checkbox"/>			09:39:35	101C686868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0	100	0	720,000	
<input type="checkbox"/>			09:39:35	101C686868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0	100	0	720,000	
<input type="checkbox"/>			09:39:35	101C686868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0	100	0	720,000	
<input type="checkbox"/>			09:39:35	101C686868	Normal order	Buy	FCM	Sending pending	LO	100	7,200	720,000	0	100	0	720,000	

- Customer can cancel one order or all orders.
- At this screen, customer can cancel each order or a group of orders by ticking in the box next to the orders customer wants to cancel and then click Cancel selected orders at the bottom left corner of the screen.

- Customer can cancel all orders by ticking in the box All select

- **Step 2:** Order verification

- Enter the matrix verification code/token/order password corresponding to the authentication type applied to customer's account.
- Save authentication code: If the save box is ticked, the system will save the authentication code during the login session.

Cancel

Account: 101C686868 Account name: Nguyễn Văn A

Symbol	Buy/Sell	Quantity	Price Type	Price
VIC	Sell	100	LO	137,000
AAA	Buy	100	LO	40,000
AAA	Buy	100	LO	40,000

Submit

Close

- **Step 3:** Click

Submit

 to process canceling order, or click

Close

 to cancel canceling order
- **Step 4:** When the order is canceled successfully, system will show a message:

Cancel Order

Acctno: 0001000007 (Sell:VIC): Trade successfully!

OK

- **Step 5:** Click


OK

 to complete canceling order.

3.3.3. Order book


Description: The Order Book screen shows all orders placed by customer during the day.

Portfolio	Order Cancel/Modify	Order Book	Conditional Order	Basket Order													
Custody Code	Symbol	Time	Order Type	Buy/Sell	Status	P.Type	Order From	Qty Order	Order Price	Value	Qty Matched	Matched Price	Balance	Cancelled	Modified	Math value	Remain value
101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	0	720,000
101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	0	720,000
101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	0	720,000
101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	0	720,000
101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	0	720,000
101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	0	720,000
101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	0	720,000
101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	0	720,000

- Customer can see the details of orders placed during the day by clicking  at the top left of each order.

Detail Information

Order	Time	Qty Order	Order Price	Qty Matched	Matched Price	Balance	Cancelled	Modified
076172	09:19:02	100	137,000			100		

- Customer can update new orders by clicking  :

Portfolio	Order Cancel/Modify	Order Book	Conditional Order	Basket Order													
Custody Code	Symbol	Time	Order Type	Buy/Sell	Status	P Type	Order From	Qty Order	Order Price	Value	Qty Matched	Matched Price	Balance	Cancelled	Modified	Math value	Remain value
+	101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	720,000
+	101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	720,000
+	101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	720,000
+	101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	720,000
+	101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	720,000
+	101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	720,000
+	101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	720,000
+	101C686868	FCM	09:39:35	Normal order	Buy	Sending pending	LO	Online	100	7,200	720,000	0	0	100	0	0	720,000

3.3.4. Conditional order

Description: The Conditional Order screen shows all the conditional orders that customer has placed between specific dates.

Portfolio											Order Cancel/Modify											Order Book											Conditional Order											Basket Order																																																																													
<div><input checked="" type="checkbox"/></div> Cancel	Buy/Sell											Custody Code											Symbol											P Type											Basic vol											Qty Matched											Order Price											Balance											From Date											To Date											Status										
<div><input type="checkbox"/></div>	Buy											101C686868											ACB											LO											1,000											0											66,000											1,000											30/06/2022											14/07/2022											Pending										
<div><input type="checkbox"/></div>	Buy											101C686868											ACB											LO											1,000											0											27,000											1,000											14/06/2022											24/06/2022											Pending										

3.3.4.1. Cancel conditional order

Notes: For orders with a "Sending pending" status, customer cancels the order at the "Conditional Orders" tab; for orders with other status ("Sent", "Partially matched"), customer cancels orders at the tab "Order Cancel/Modify" (please refer to section 3.3.2. Order Cancel/Modify).

- Step 1: Select order

- Customer can cancel each order or a group of orders by ticking in the box next to the orders that customer wants to cancel then clicking the button **Cancel** ☐

Portfolio Order Cancel/Modify Order Book Conditional Order Basket Order											
<div><input checked="" type="checkbox"/> Cancel</div>	Buy/Sell	Custody Code	Symbol	P Type	Basic vol	Qty Matched	Order Price	Balance	From Date	To Date	Status
<div><input type="checkbox"/></div>	Buy	101C686868	ACB	LO	1,000	0	66,000	1,000	30/06/2022	14/07/2022	Pending
<div><input type="checkbox"/></div>	Buy	101C686868	ACB	LO	1,000	0	27,000	1,000	14/06/2022	24/06/2022	Pending

- Customer can cancel all orders by ticking in the box next to the button **Cancel** ☒

Portfolio	Order Cancel/Modify	Order Book	Conditional Order	Basket Order							
<div>Cancel</div> <div><input checked="" type="checkbox"/></div>	<div>Buy/Sell</div> <div><input type="checkbox"/></div>	<div>Custody Code</div> <div><input type="checkbox"/></div>	<div>Symbol</div> <div><input type="checkbox"/></div>	<div>P Type</div> <div><input type="checkbox"/></div>	<div>Basic vol</div> <div><input type="checkbox"/></div>	<div>Qty Matched</div> <div><input type="checkbox"/></div>	<div>Order Price</div> <div><input type="checkbox"/></div>	<div>Balance</div> <div><input type="checkbox"/></div>	<div>From Date</div> <div><input type="checkbox"/></div>	<div>To Date</div> <div><input type="checkbox"/></div>	<div>Status</div> <div><input type="checkbox"/></div>
	Buy	101C686868	ACB	LO	1,000	0	66,000	1,000	30/06/2022	14/07/2022	Pending
	Buy	101C686868	ACB	LO	1,000	0	27,000	1,000	14/06/2022	24/06/2022	Pending

- Step 2:** Click **Cancel**, check the selected orders, then click **Submit** to cancel the order.

Cancel

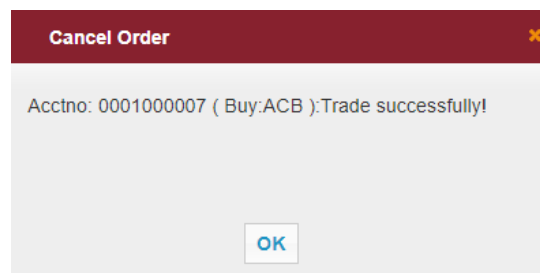
Account: 101C686868 Account name: Nguyễn Văn A


Symbol	Buy/Sell	Quantity	Price Type	Price
ACB	Buy	1,000	LO	66,000
ACB	Buy	1,000	LO	27,000

Submit

Close

- Step 3:** Click **Close** to cancel order.
- Step 4:** When the order is successfully canceled, the system will display a message:




- **Step 5:** Click  to complete cancelling order.

3.3.5. Expected order

Description: Customer can select one or many orders from the Basket Order to place. Any orders that meet balance requirements will be sent. Any orders that do not meet balance requirements are still in the Basket Order.

Take	Cancel	Orderid	Orderer	Custody Code	Buy/Sell	Symbol	P.Type	Qty Order	Order Price	Value
<input type="checkbox"/>	<input type="checkbox"/>	36	101C686868	101C686868	Buy	AAA	LO	1,000	40,000	40,000,000
<input type="checkbox"/>	<input type="checkbox"/>	37	101C686868	101C686868	Sell	AAA	LO	1,000	40,000	40,000,000
<input type="checkbox"/>	<input type="checkbox"/>	39	101C686868	101C686868	Buy	MWG	LO	1,000	124,000	124,000,000
<input type="checkbox"/>	<input type="checkbox"/>	41	101C686868	101C686868	Buy	AMD	LO	1,000	7,000	7,000,000
<input type="checkbox"/>	<input type="checkbox"/>	42	101C686868	101C686868	Sell	AAA	LO	1,000	40,000	40,000,000


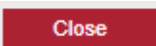
3.3.5.1. Place order

- **Step 1:** Select order
 - At this screen, customer can place 1 order or a group of orders at a time by ticking in the box next to the orders then click .

Take	Cancel	Orderid	Orderer	Custody Code	Buy/Sell	Symbol	P.Type	Qty Order
<input checked="" type="checkbox"/>	<input type="checkbox"/>	36	101C686868	101C686868	Buy	AAA	LO	1,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	37	101C686868	101C686868	Sell	AAA	LO	1,000
<input type="checkbox"/>	<input type="checkbox"/>	39	101C686868	101C686868	Buy	MWG	LO	1,000
<input type="checkbox"/>	<input type="checkbox"/>	41	101C686868	101C686868	Buy	AMD	LO	1,000
<input type="checkbox"/>	<input type="checkbox"/>	42	101C686868	101C686868	Sell	AAA	LO	1,000

- Customer can place all orders by ticking in the box next to the button  ☒, then click .

Take	Cancel	Orderid	Orderer	Custody Code	Buy/Sell	Symbol	P.Type	Qty Order
<input checked="" type="checkbox"/>	<input type="checkbox"/>	36	101C686868	101C686868	Buy	AAA	LO	1,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	37	101C686868	101C686868	Sell	AAA	LO	1,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	39	101C686868	101C686868	Buy	MWG	LO	1,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	41	101C686868	101C686868	Buy	AMD	LO	1,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	42	101C686868	101C686868	Sell	AAA	LO	1,000

- **Step 2:** Verify order
 - Enter the matrix verification code/token/order password corresponding to the authentication type applied to customer's account.
 - Save authentication code: If the save box is ticked, the system will save the authentication code during the login session.
 - Click  to process placing order, or click  to cancel order.

Confirm expected order

Account 101C686868 Account name Nguyễn Văn A

ALL SUCCESS ORDERS

Symbol	Custodycd	Custodycd	Buy/Sell	Quantity	Order type	Price
AAA	101C686868	0001000007	Buy	1,000	LO	40,000
AAA	101C686868	0001000007	Sell	1,000	LO	40,000
MWG	101C686868	0001000007	Buy	1,000	LO	124,000
AMD	101C686868	0001000007	Buy	1,000	LO	7,000
AAA	101C686868	0001000007	Sell	1,000	LO	40,000

Estimated Total Cost : 251,182,000

Please enter the verification code at **D3 - B3 - C3** on the matrix card

Matrix code (no space, ex: AM5/am5)

☐ Save matrix card authentication code

Notice : Please preview carefully before placing order


Submit Close

- **Step 3:** When the order is successfully placed, the system will display a message:

Message!

Acctno: 0001000007 Order 36: Order successful!

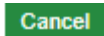
OK

- **Step 4:** Click  to complete placing order.





Notes:

- Successfully placed orders will be converted into Sent Orders.
- Invalid orders which exceed the sub-account purchasing power for buy orders or exceed the number of securities for sell orders will not be converted to Sent Orders and will be canceled at the end of the trading day.

3.3.5.2. Cancel order

- **Step 1:** Select order
 - Customer cancels orders one by one by pressing the button  at each order line

Portfolio
Order Cancel/Modify
Order Book
Conditional Order
Basket Order

Take	Cancel	OrderId	Orderer	Custody Cod	Buy/Sell	Symbol	P.Type	Qty Order
<input type="checkbox"/>		37	101C686868	101C686868	Sell	AAA	LO	1,000
<input type="checkbox"/>		39	101C686868	101C686868	Buy	MWG	LO	1,000
<input type="checkbox"/>		41	101C686868	101C686868	Buy	AMD	LO	1,000
<input type="checkbox"/>		42	101C686868	101C686868	Sell	AAA	LO	1,000

- **Step 2:** Order verification
 - Enter the matrix verification code/token/order password corresponding to the authentication type applied to customer's account.
 - Save authentication code: If the save box is ticked, system will save the authentication code during the login session.

- Click **Submit** to process cancel order, or click **Close** to cancel cancel order.

Cancel Order✕

Symbol	AAA	Volume	1,000
Acctno	0001000007	Account	101C686868

Please enter the verification code at **B2 - D2 - A5** on the matrix card

Matrix code (no space, ex: AM5/am5)

Notice: You are placing a firm cancel order. Please preview carefully.

- **Step 3:** When the order is successfully canceled, the system will display a message:

Cancel Order✕

Cancel Successfully

- **Step 4:** Click to complete cancelling order.

IV. UTILITIES

4.1. Corporate Action

4.1.1. Additional shares list

Description: Customer can register to exercise the owned rights to buy stocks that were recorded ownership on the rights recording date.

- **Step 1:** Access function Corporate Action.
- Option 1: Log in the online system, select “Utilities” → “Corporate Action”

Utilities Account Info Transaction History Setting Help

al. 101C686868 - Nguyễn Văn A

Cash Transfer Corporate Action Log Off

Cash Transfer
Cash Advance
Corporate Action
Create Watchlist

Order Type Normal order

Buy/sell

Symbol P.Type LO

Quantity Max Qty

Price Qty order 1

Buy Refresh

AAA An Phat Plastic and Green Environment
Joint Stock Company

Ceiling	Reference	Floor	
40.55	37.9	35.25	
Qty / Value		Change	
		/	
Avg	High	Low	F.Room
Volume	Buy	Offer	Volume

Some sub-account information <detail>

Money:

- Current Account: 823,607,700
- Money blockade Order: 36,072,000
- Cash In Advance: 81,953,400
- Cash in Advance: 81,863,686
- Buying Power: 823,607,700

Stock:

- Stock available: 162,021,480,000
- Total buy amount: 0

➤ Option 2: Click the button **Corporate Action** under the toolbar.

Utilities Account Info Transaction History Setting Help

al. 101C686868 - Nguyễn Văn A

Cash Transfer Corporate Action Log Off

Cash Transfer
Cash Advance
Corporate Action
Create Watchlist

Order Type Normal order

Buy/sell

Symbol P.Type LO

Quantity Max Qty

Price Qty order 1

Buy Refresh

AAA An Phat Plastic and Green Environment
Joint Stock Company

Ceiling	Reference	Floor	
40.55	37.9	35.25	
Qty / Value		Change	
		/	
Avg	High	Low	F.Room
Volume	Buy	Offer	Volume

Some sub-account information <detail>

Money:

- Current Account: 823,607,700
- Money blockade Order: 36,072,000
- Cash In Advance: 81,953,400
- Cash in Advance: 81,863,686
- Buying Power: 823,607,700

Stock:

- Stock available: 162,021,480,000
- Total buy amount: 0

- Step 2: Preview right's detail

➤ At the additional share list screen, click the button **Preview** at the line of the right which customer wants to see the right detail.

Corporate Action										
Additional shares list										
ID	Custodycd	Sub-account	Symbol	Purchased symbol	Stocks option amount	Registered amount	Price	Settlement amount	Register	Detail
0	101C686868	0001868686	AAA	AAA	1,000	0	10,000	10,000,000	Register	Preview

Rightoff Details			
Stock name :	AAA	Stock type :	Common stock
Record date	06/06/2022	Stock code	AAA
Stock on right	1/1	Base price	10,000
Stock on right buy	100/1	Buying price	10,000
Transfer from date	07/06/2022-07/06/2023	Settle from date	07/06/2022-07/06/2023
<div>Close</div>			

- **Step 3:** Register the right to buy

- At “Corporate Action” screen, customer clicks the button **Register** to access screen “Register additional shares” for each symbol.

Corporate Action										
Additional shares list										
ID	Custodycd	Sub-account	Symbol	Purchased symbol	Stocks option amount	Registered amount	Price	Settlement amount	Register	Detail
0	101C868686	0001868686	AAA	AAA	1,000	0	10,000	10,000,000	Register	Preview

- At the screen “Register additional shares”:
 - Customer fills in number of buying stock.
 - Click cell ☐ next to the line “I agree to extract money from my account to JSI's account for registering buying stock!”.

Note:

- Customer must ensure to have enough cash balance on the account (Settlement amount = Number of buying stock * Price) so that customer’s registering buying stock will be executed.

- **Step 4:** Verify registering buying stock

- Enter the verification matrix code/token code/placing order password corresponding to authentication type that applies to customer’s account.
- Click the button **OK** to execute transaction. Click the button **Close** to cancel executing transaction


Register additional shares

✕

Sub-account	Symbol	Purchased symbol	Stocks option amount	Price	Number buying stock	Settlement amount
0001868686	AAA	AAA	1,000	10,000	<input type="text"/>	0

☐ I agree to extract money from my account to JSI's account for registering buying stock!

Please enter the verification code at **C2 - A2 - C4** on the matrix card

Matrix code (no space, ex: AM5/am5) 

OK

Close

Important: You are placing Additional Issued Shares order. Please review carefully.

- **Step 5:** When the transaction is processed successfully, the system displays the following notification:

A screenshot of a message dialog box. The title bar is dark red with the text 'Message!' in white and a yellow 'X' icon. The main area is light gray and contains the text 'Trade successfully!' in a dark gray font. At the bottom center is a white button with a black border and the text 'OK' in blue.

- **Step 6:** Click button to complete transaction.

4.1.2. Additional issued shares history

Customer can look up additional issued shares history at “Additional issued shares history” on the screen “Corporate Action”.

Corporate Action

ADDITIONAL ISSUED SHARES HISTORY

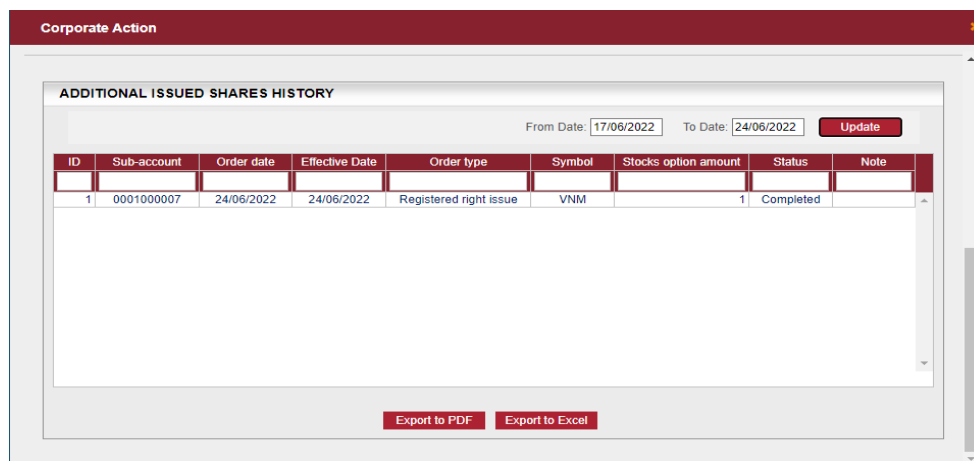
From Date:16/06/2022To Date:23/06/2022Update

ID	Sub-account	Order date	Effective Date	Order type	Symbol	Stocks option amount	Status	Note

No data to display

- **Step 1:** Input in the information:
 - From date
 - To date

- **Step 2:** Click button **Update** to look up history of registering



The screenshot shows a window titled "Corporate Action" with a sub-header "ADDITIONAL ISSUED SHARES HISTORY". It includes a date range filter (From Date: 17/06/2022, To Date: 24/06/2022) and an "Update" button. Below is a table with the following data:

ID	Sub-account	Order date	Effective Date	Order type	Symbol	Stocks option amount	Status	Note
1	0001000007	24/06/2022	24/06/2022	Registered right issue	VNM	1	Completed	

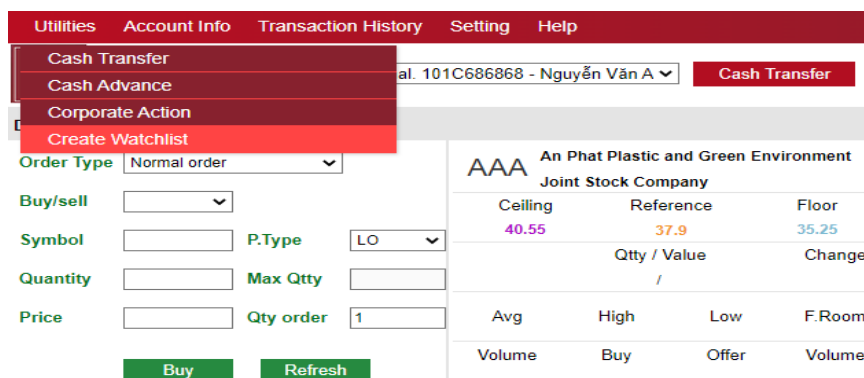
At the bottom, there are buttons for "Export to PDF" and "Export to Excel".

- **Step 3:** Click **Export to PDF** or **Export to Excel** to export PDF file or Excel file

4.2. Create watchlist

Description: Creating watchlist screen allows customer to create a list that includes all stocks that customer is interested in.

- **Step 1:** Log in online system and select tab “Utilities” → “Create watchlist”.



The screenshot shows the "Create Watchlist" screen. It has a top navigation bar with "Utilities", "Account Info", "Transaction History", "Setting", and "Help". A dropdown menu is open under "Utilities", showing options: "Cash Transfer", "Cash Advance", "Corporate Action", and "Create Watchlist". The "Create Watchlist" option is highlighted. Below the menu, there are input fields for "Order Type" (Normal order), "Buy/sell" (dropdown), "Symbol" (text input), "P.Type" (LO), "Quantity" (text input), "Max Qty" (text input), "Price" (text input), and "Qty order" (1). There are "Buy" and "Refresh" buttons. On the right, there is a table for "AAA An Phat Plastic and Green Environment Joint Stock Company" with columns: Ceiling, Reference, Floor, Qty / Value, Change, Avg, High, Low, F.Room, Volume, Buy, Offer, Volume.

- **Step 2:** Put in the information:
 - Group Name: Name of group that customer wants to assign.
 - Symbol: Stocks that customer wants to put in the group.

Utilities

Group Name

Symbol

Submit
Close

Current category list

Category list	Action
Favorite	Delete

- **Step 3:** Click button **Submit** to add favorite list. The list, that customer created successfully, will appear in the Current category list:

Utilities

Group Name

Symbol

Submit
Close

Current category list

Category list	Action
Favorite	Delete
Interested in	Delete

- **Step 4:** Customer can delete created category by clicking the button **Delete**

V. ACCOUNT INFORMATION

5.1. Portfolio

Description: Portfolio screen displays the detail of customer's available stock balance.

- **Step 1:** Customer logs in the system and select tab "Account Information" → "Portfolio"

Utilities
Account Info
Transaction History
Setting
Help

JSI

Portfolio
Advance Payment
Corporate Action
Account Inquiry

Display:

Order Type

Buy/sell

Symbol

Quantity

Price

P.Type

Max Qty

Qty order




Buy
Refresh

6868 - Nguyễn Văn A
Cash Transfer

AAA An Phat Plastic and Green Environment Joint Stock Company

Ceiling	Reference	Floor
40.55	37.9	35.25
Qty / Value		Change
/		
Avg	High	Low
Volume	Buy	Offer
		F.Room
		Volume

- After selecting, the following screen will show up:

Portfolio														
Open Positions  Factoring Loans  Search Right 														
Account: Normal. 101C686868 - Nguyễn Văn A														
No.	Trade	Symbol	Total	Available	Limit	Coporat receivin	Wait			Cost price	Value	Market Price	Market Value	Expected L/P
							T0	T1	T2					%
1	Sell	AAA	496,000	496,000	0	0	0	0	0	24	12,052,800	37,900	18,798,400,000	18,786,347,200,86
2	Sell	FPT	499,900	499,900	0	0	0	0	0	0	0	125,000	62,487,500,000	62,487,500,000
3	Sell	MWG	100,000	100,000	0	0	0	0	0	0	0	116,500	11,650,000,000	11,650,000,000
4	Sell	VIC	499,400	498,500	0	0	0	0	0	0	0	128,200	64,023,080,000	64,023,080,000
5	Sell	VNM	25,000	24,000	0	0	0	0	0	0	0	202,500	5,062,500,000	5,062,500,000
6		VNM_WFT	1	0	0	1	0	0	0	0	0	202,500	202,500	202,500
Total											12,052,800		162,021,682,500	162,009,629,700 13
Export to PDF Export to Excel														


- **Step 2:** Customer clicks the button **Export to PDF** or **Export to Excel** to export available stocks portfolio in PDF file or Excel file.

Note: Customer can place sell order to sell available stocks by clicking button **Sell** → order screen will be displayed. Button **Sell** only shows up for stocks which have available balance greater than 0.

5.2. Corporate Action

Description: Corporate Action screen displays customer's rights that are issued by corporations.

- **Step 1:** Customer logs in online system, select tab "Account Information" → "Corporate Action".

Utilities Account Info Transaction History Setting Help																
		Portfolio Advance Payment Corporate Action Account Inquiry			6868 - Nguyễn Văn A		Cash Transfer									
Display:																
Order Type		Normal order														
Buy/sell																
Symbol				P.Type		LO										
Quantity				Max Qty												
Price				Qty order		1										
						Buy Refresh										
AAA An Phat Plastic and Green Environment Joint Stock Company																
Ceiling		Reference		Floor												
40.55		37.9		35.25												
		Qty / Value		Change												
		/														
Avg		High		Low		F.Room										
Volume		Buy		Offer		Volume										

- **Step 2:** Customer can preview information on the appearing screen:

Corporate Action

Open Positions
Factoring Loans
Search Right

Symbol
Right Type: All
From Date: 06/06/2022
To Date: 24/06/2022
Update

Symbol	Right Type	GDKHQ Date	End Date	Buy Right end Date	Action date	Trade Volume	Rate	Stock wait	Money Wait	Status
VNM	Right issue	02/06/2022	06/06/2022	07/06/2023	07/06/2023	25,000	1/1	1	0	Receiving
AAA	Right issue	02/06/2022	06/06/2022	07/06/2023	07/06/2023	500,000	1/1	0	0	Receiving

Export to PDF
Export to Excel

- **Step 3:** Click button **Export to PDF** or **Export to Excel** to export PDF file or Excel file.

5.3. Account Inquiry

Description: Inquiry screen is a general preview screen, which allows customer to look up cash balance, stock value, as well as customer's liabilities.

- **Step 1:** Customer logs in online system and select tab "Account Information" → "Account Inquiry"

Utilities
Account Info
Transaction History
Setting
Help

JSI

Portfolio
Advance Payment
Corporate Action
Account Inquiry

Display:
Order Type: Normal order
Buy/sell:
Symbol:
Quantity:
Price:
P.Type: LO
Max Qty:
Qty order: 1
Buy
Refresh


6868 - Nguyễn Văn A
Cash Transfer

AAA
An Phat Plastic and Green Environment Joint Stock Company

Ceiling	Reference	Floor	
40.55	37.9	35.25	
Qty / Value		Change	
		/	
Avg	High	Low	F.Room
Volume	Buy	Offer	Volume

- **Step 2:** Customer can preview information on the appearing screen:

Inquiry Account			
<input type="checkbox"/> 1. Cash	859,629,700	<input type="checkbox"/> 7. Available withdraw	823,295,004
<input type="checkbox"/> 2. Cash In Advance	81,953,400	<input type="checkbox"/> 8. Buying Power	823,557,700
<input type="checkbox"/> Matching value to buy in the day	0	<input type="checkbox"/> Order blockade value	36,072,000
<input type="checkbox"/> 4. Liabilities	262,696		
<input type="checkbox"/> 5. Securities	162,021,682,500		
<input type="checkbox"/> 6. Equity	162,963,002,904		
Ghi chú - Mục 5,6: Giá trị chứng khoán được tính ở giá tham chiếu. - Mục 7: Tiền bán chờ về đã trừ phí ứng trước tạm tính. - Equity = (1) + (2) + (5) - (3) - (4)			

- **Step 3:** Customer can preview the details for specific information by clicking button  in front of each title.

Inquiry Account			
<input type="checkbox"/> 1. Cash	859,629,700	<input type="checkbox"/> 7. Available withdraw	823,295,004
<input type="checkbox"/> 2. Cash In Advance	81,953,400	<input type="checkbox"/> 8. Buying Power	823,557,700
- Receiving T0:	0	- Cash:	859,629,700
- Receiving T1:	0	- Cash in Advance:	0
- Receiving T2:	81,953,400	- Buy amount:	36,072,000
<input type="checkbox"/> Matching value to buy in the day	0	<input type="checkbox"/> Order blockade value	36,072,000
<input type="checkbox"/> 4. Liabilities	262,696		
- Factoring Loans:	0		
- Securities Deposit Fee:	262,696		
<input type="checkbox"/> 5. Securities	162,021,682,500		
- Stock available:	162,021,480,000		
- Total buy amount:	202,500		
<input type="checkbox"/> 6. Equity	162,963,002,904		
Ghi chú - Mục 5,6: Giá trị chứng khoán được tính ở giá tham chiếu. - Mục 7: Tiền bán chờ về đã trừ phí ứng trước tạm tính. - Equity = (1) + (2) + (5) - (3) - (4)			

➤ To normal sub account, display following information:


- Cash = Available cash on sub account
- Cash in advance = Receiving T0 + Receiving T1 + Receiving T2
- Matching value to buy in the day = Buying value of matching stocks
- Liabilities = Advance Liabilities + Custody fee (due date, accumulate in month)
- Securities = Total stock available, total buying amount and receiving stocks (do not count delivery pending stocks)

- $\text{Equity} = \text{Cash} + \text{Securities} - \text{Liabilities}$
- $\text{Available withdraw} = \text{Cash} - \text{Liabilities} - \text{Buying value in day} + \text{Cash advance (If Advance automatically = Yes)}$
- $\text{Buying Power} = \text{Cash} + \text{Cash Advance (If Advance automatically = Yes)} - \text{Buying value in day}$
- $\text{Order blockade value} = \text{Unmatching value in a day}$

➤ To sub account connects to bank (corebank accounts), display following information:

- $\text{Curent account} = \text{Available cash balance at the connected bank account}$
- $\text{Cash in advance} = \text{Receiving T0} + \text{Receiving T1} + \text{Receiving T2}$
- $\text{Matching value to buy in the day} = \text{Buying value of matching stocks}$
- $\text{Liabilities} = \text{Custody fee}$

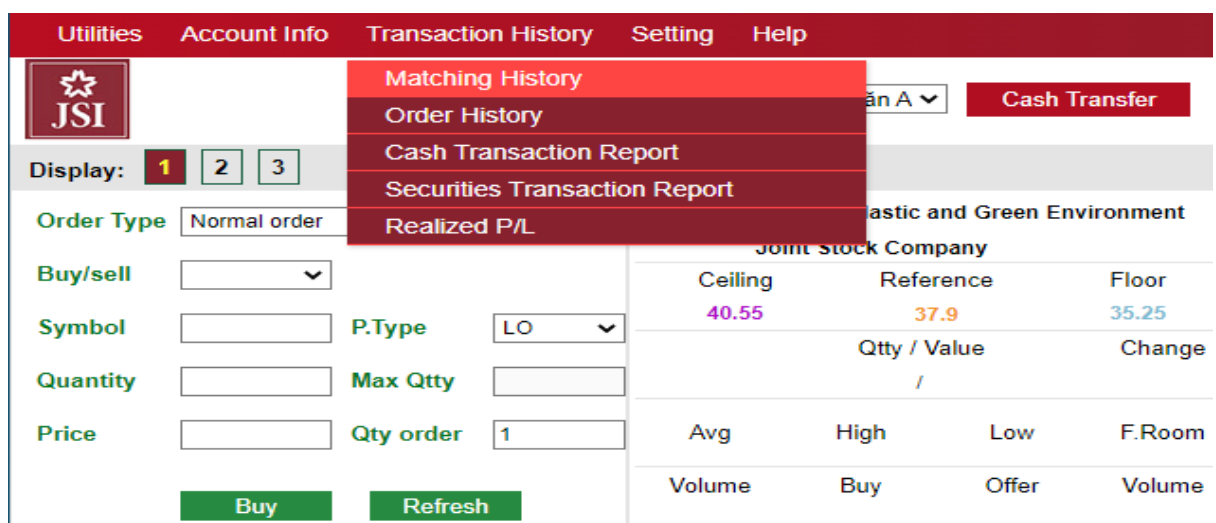
Note:

- To corebank account, at the time customer logs in, the system will inquiry to bank account to have available cash balance and title Buying Power (available cash balance) is calculated by the inquiry cash balance. Click button  to re-inquiry cash balance at the bank account.
- Inquiry Time: displays the latest inquiry cash balance.

VI. TRANSACTION HISTORY

6.1. Matching history

- **Step 1:** Access “Transaction History” → “Matching History”.



The screenshot shows the JSI Online Trading interface. The top navigation bar includes 'Utilities', 'Account Info', 'Transaction History', 'Setting', and 'Help'. The 'Transaction History' menu is open, showing options: 'Matching History', 'Order History', 'Cash Transaction Report', 'Securities Transaction Report', and 'Realized P/L'. The 'Matching History' option is selected. Below the menu, there are input fields for 'Order Type' (Normal order), 'Buy/sell' (dropdown), 'Symbol' (text), 'P.Type' (LO), 'Quantity' (text), 'Max Qty' (text), 'Price' (text), and 'Qty order' (1). There are 'Buy' and 'Refresh' buttons. On the right, there is a table with columns: Ceiling, Reference, Floor, Qty / Value, Change, Avg, High, Low, F.Room, Volume, Buy, Offer, Volume. The table contains data for 'Elastic and Green Environment Joint Stock Company' with values: Ceiling 40.55, Reference 37.9, Floor 35.25, Qty / Value /, Change /, Avg /, High /, Low /, F.Room /, Volume /, Buy /, Offer /, Volume /.

- **Step 2:** Fill in information

- From date

- To date
- Symbol: Fill in one stock or leave blank, system will default to all stocks that customer has.
- Trade type: Choose Buy/Sell or default is All.
- **Step 3:** Click button **Update** to have the information of matching history.

Matching History
✕

Matching History
Order History
Cash Transfer History
Stock Transfer History
Gain/Loss

From Date:

To Date:

Symbol:

Trade type: All ▼

Update

Unit [Quantity : Stock | Amount : VND]

Order number	Date	Symbol	Trade type	Detail			Fee* (VND)	Tax	divid
				Quantity	Price (VND)	Value (VND)			
8000240622076176	24/06/2022	VIC	Sell	100	137,000	13,700,000	27,400	13,700	
8000240622076175	24/06/2022	VIC	Sell	100	137,000	13,700,000	27,400	13,700	
8000240622076174	24/06/2022	VIC	Sell	100	137,000	13,700,000	27,400	13,700	
8000240622076171	24/06/2022	VIC	Sell	100	137,000	13,700,000	27,400	13,700	
8000240622076170	24/06/2022	VIC	Sell	100	137,000	13,700,000	27,400	13,700	
8000240622076169	24/06/2022	VIC	Sell	100	137,000	13,700,000	27,400	13,700	
Total				600		82,200,000	164,400	82,200	

Page 1 of 1 (6 items)

⏪
⏩
1
⏪
⏩

Page size: 20 ▼


Export to PDF
Export to Excel

- **Step 4:** Click button **Export to PDF** or **Export to Excel** to export PDF file or Excel file.

6.2. Order History

- **Step 1:** Access “Transaction history” → “Order history”.

Utilities
Account Info
Transaction History
Setting
Help



Matching History
an A ▼

Order History
Cash Transfer

Cash Transaction Report

Securities Transaction Report

Realized P/L

Display: 1 2 3

Order Type: Normal order

Buy/sell: ▼

Symbol:

Quantity:

Price:

P.Type: LO ▼

Max Qty:

Qty order: 1

Ceiling: 40.55

Reference: 37.9

Floor: 35.25

Qtty / Value

Change

Avg

High

Low

F.Room

Volume

Buy

Offer

Volume

Buy
Refresh

- **Step 2:** Fill in information:
 - From date
 - To date
 - Symbol: Fill in one stock or leave blank, system will default to all stocks that customer has.
 - Type: Choose Buy /Sell or default is All
 - Status: Choose status: All / Sent / Canceled / Editing / Matched / Canceling / Exxpired / Finish / Sending pending/ Approval pending / Edited / All matched

Order History

Matching History **Order History** Cash Transfer History Stock Transfer History Gain/Loss

From date To date Symbol Type Status

Order number	Date	Symbol	B/S	Order from	Stock information					Order status	Fee rate* (%)	Fee value	Tax
					Quantity	Price	Qty matched	Matched price	Matched value				
8000240622076202	24/06/2022	VNM	Sell	Online	100	216,000	0	0	0	Sending pending	0.20	43,200	0
8000240622076201	24/06/2022	VNM	Sell	Online	100	216,000	0	0	0	Sending pending	0.20	43,200	0
8000240622076200	24/06/2022	VNM	Sell	Online	100	216,000	0	0	0	Sending pending	0.20	43,200	0
8000240622076195	24/06/2022	VNM	Sell	Online	100	216,000	0	0	0	Sending pending	0.20	43,200	0
8000240622076196	24/06/2022	VNM	Sell	Online	100	216,000	0	0	0	Sending pending	0.20	43,200	0

Page 1 of 2 (37 items)

117,650,00 993,900


* Please refer to the fee table on our website

- **Step 3:** Click button **Update** to have the information of order history.
- **Step 4:** Click button **Export to PDF** or **Export to Excel** to export PDF file or Excel file.

6.3. Cash Transaction Report

- **Step 1:** Access “Transaction History” → “Cash transaction report”

Utilities
Account Info
Transaction History
Setting
Help



Display: **1** 2 3

Order Type: Normal order

Buy/sell:

Symbol:

Quantity:

Price:

P.Type: LO

Max Qty:

Qty order: 1

Buy Refresh

Matching History
Order History
Cash Transaction Report
Securities Transaction Report
Realized P/L

Cash Transfer

Ceiling
Reference
Floor

40.55
37.9
35.25

Qty / Value
Change

/

Avg
High
Low
F.Room

Volume
Buy
Offer
Volume

- **Step 2:** Fill in information

- From date
- To date


Cash Transaction Report				
<div> Matching History Order History Cash Transfer History Stock Transfer History Gain/Loss </div>				
<div> From date: 29/03/2022 To date: 29/06/2022 Update </div>				
Date	Money transfer detail		Endbalance	Description
	Credit	Debit		
	0	0	205,286	Dư cuối kỳ
31/05/2022	0	279	205,286	Phí lưu ký tháng 05/2022
31/05/2022	26	0	205,565	Lãi tiền gửi tháng 05/2022
29/04/2022	0	270	205,539	Phí lưu ký tháng 04/2022
29/04/2022	25	0	205,809	Lãi tiền gửi tháng 04/2022
31/03/2022	0	299	205,784	Phí lưu ký tháng 03/2022
31/03/2022	28	0	206,083	Lãi tiền gửi tháng 03/2022
	0	0	206,055	Dư đầu kỳ
	79	848		
<div> Page 1 of 1 (8 items) Page size: 20 </div>				
<div> Export to PDF Export to Excel </div>				

- **Step 3:** Click button **Update** to have report information.
- **Step 4:** Click button **Export to PDF** or **Export to Excel** to export PDF file or Excel file.

6.4. Securities Transaction Report

- **Step 1:** Access “Transaction History” → “Securities Transaction Report”

Utilities
Account Info
Transaction History
Setting
Help



Display: **1** 2 3

Order Type: Normal order

Buy/sell:

Symbol:

Quantity:

Price:

P.Type: LO

Max Qty:

Qty order: 1

Buy Refresh

Matching History
Order History
Cash Transaction Report
Securities Transaction Report
Realized P/L

Bán A
Cash Transfer

Elastic and Green Environment
Joint Stock Company

Ceiling	Reference	Floor
40.55	37.9	35.25
Qty / Value		Change
/		
Avg	High	Low
Volume	Buy	Offer
		Volume

- **Step 2:** Fill in information:
 - Symbol: Fill in one stock or leave blank, system will default to all stocks that customer has.
 - From date
 - To date

Securities Transaction Report

Matching History
Order History
Cash Transfer History
Stock Transfer History
Gain/Loss

Symbol:
From date: 01/10/2020
To date: 29/06/2022
Update

Date	Symbol	Stock transfer detail		Description
		Credit	Debit	
09/03/2022	VPG_WFT	0	100	Chuyển chứng khoán chờ giao dịch thành giao dịch, chốt ngày 21/12/2021
09/03/2022	VPG	100	0	Chuyển chứng khoán chờ giao dịch thành giao dịch, chốt ngày 21/12/2021
09/03/2022	VPG	0	100	Bán 100 VPG ngày 09/03/22
03/03/2022	VPG	0	200	Bán 200 VPG ngày 03/03/22
22/02/2022	VPG_WFT	100	0	Phân bổ chứng khoán mua phát hành thêm VPG chốt ngày 21/12/2021
20/12/2021	VPG	200	0	Mua 200 VPG ngày 16/12/21
08/10/2021	OIL	0	200	Bán 200 OIL ngày 08/10/21
21/07/2021	LDG	0	200	Bán 200 LDG ngày 21/07/21
21/07/2021	ABB	0	200	Bán 200 ABB ngày 21/07/21
21/07/2021	DXG	0	300	Bán 300 DXG ngày 21/07/21
20/07/2021	VIT	100	0	Mua 100 VIT ngày 16/07/21
20/07/2021	VIT	200	0	Mua 200 VIT ngày 16/07/21


Page 1 of 4 (76 items)
Export to PDF
Export to Excel

- **Step 3:** Click button **Update** to have report information.
- **Step 4:** Click button **Export to PDF** or **Export to Excel** to export PDF file or Excel file.

6.5. Realized Profit / Loss

- **Step 1:** Access “Transaction History” → “Realized P/L”.

Utilities
Account Info
Transaction History
Setting
Help



Display: **1** 2 3

Order Type: Normal order

Buy/sell:

Symbol:

Quantity:

Price:

P.Type: LO

Max Qty:

Qty order: 1

Buy Refresh

Matching History
Order History
Cash Transaction Report
Securities Transaction Report
Realized P/L

Cash Transfer

lastic and Green Environment

Joint Stock Company

Ceiling	Reference	Floor
40.55	37.9	35.25
Qty / Value		Change
/		
Avg	High	Low
Volume	Buy	Offer
		Volume

- **Step 2:** Fill in information:
 - From date
 - To date
 - Symbol: Fill in one stock or leave blank, system will default to all stocks that customer has.
- **Step 3:** Click button **Update** to have report information.

Realized P/L

Matching History
Order History
Cash Transfer History
Stock Transfer History
Gain/Loss

From Date: 31/08/2021 To Date: 29/06/2022 Symbol: Update

um	Sell Price	Sell price	Selling fee*	Tax (Selling+Dividend/Bo	Capital Price	Value	Gain/Loss	%Unrealized P/L
100	61,200	6,120,000	12,240	6,120	55,098	5,509,800	591,840	10.7416%
200	64,000	12,800,000	25,600	12,800	55,098	11,019,600	1,742,000	15.8082%
200	15,000	3,000,000	6,000	3,000	21,042	4,208,400	-1,217,400	-28.9279%
Total		21,920,000				20,737,800	1,116,440	5.38%

Page 1 of 1 (3 items)

Export to PDF Export to Excel

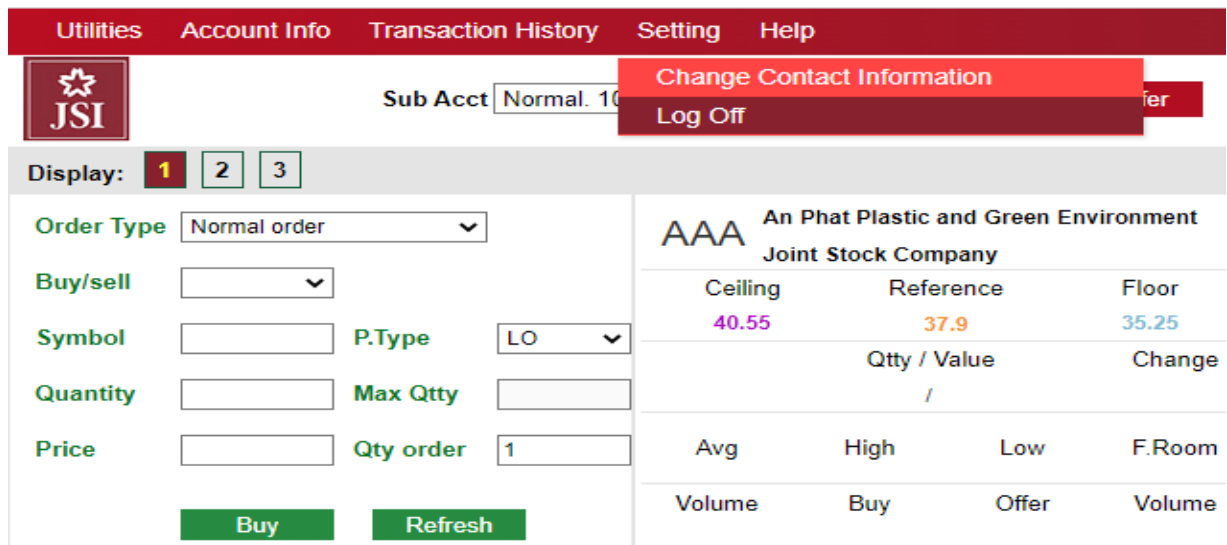
*Notice: The figures displayed during trading hours are temporarily calculated. Exact figures will be updated after 16:00.
* Please refer to the fee table on our website

- **Step 4:** Click button **Export to PDF** or **Export to Excel** to export PDF file or Excel file.

VII.SETTING

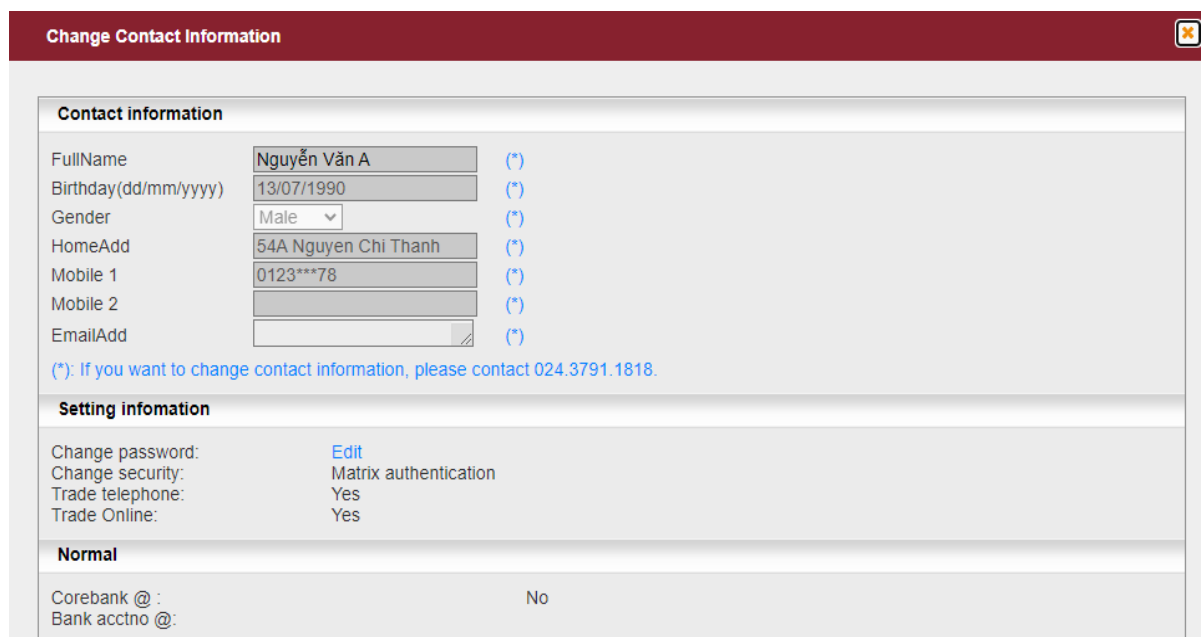
7.1. Change Password

- **Step 1:** Access “Setting” → “Change contact information”.



The screenshot shows the JSI Online Trading interface. At the top, there is a navigation bar with the following items: Utilities, Account Info, Transaction History, Setting, and Help. Below this, there is a sub-account selection area with 'Sub Acct' and a dropdown menu showing 'Normal. 10'. To the right of this, there is a red button labeled 'Change Contact Information' and a dark red button labeled 'Log Off'. Below the navigation bar, there is a 'Display' section with three tabs: 1, 2, and 3. Tab 1 is selected. The main area is divided into two columns. The left column contains a form for placing an order with fields for Order Type (Normal order), Buy/sell, Symbol, Quantity, Price, P.Type (LO), Max Qty, and Qty order (1). There are 'Buy' and 'Refresh' buttons at the bottom of this form. The right column displays market data for 'AAA An Phat Plastic and Green Environment Joint Stock Company'. It includes a table with columns: Ceiling (40.55), Reference (37.9), Floor (35.25), Qty / Value, and Change. Below this, there is a table with columns: Avg, High, Low, F.Room, Volume, Buy, Offer, and Volume.

- **Step 2:** At “Setting Information”, click the word [Edit](#) next to row “Change password”.



The screenshot shows the 'Change Contact Information' dialog box. It has a title bar with the text 'Change Contact Information' and a close button. The main area is divided into two sections: 'Contact information' and 'Setting information'. The 'Contact information' section contains the following fields: FullName (Nguyễn Văn A), Birthday(dd/mm/yyyy) (13/07/1990), Gender (Male), HomeAdd (54A Nguyen Chi Thanh), Mobile 1 (0123***78), Mobile 2, and EmailAdd. Each field has a red asterisk (*) next to it. Below these fields, there is a note: '(*) : If you want to change contact information, please contact 024.3791.1818.' The 'Setting information' section contains the following fields: Change password: (with an 'Edit' link), Change security: (Matrix authentication), Trade telephone: (Yes), and Trade Online: (Yes). Below this, there is a 'Normal' section with the following fields: Corebank @ : (No) and Bank acctno @: (No).

- **Step 3:** Fill in information:

- Old Password
- New Password
- Confirm Password

Change password

Change Login Password

FullName

Nguyễn Văn A

EmailAdd

HomeAdd

54A Nguyen Chi Thanh

Mobile

012345678

Old Password

New Password

Confirm Password

Please enter the verification code at **C2 - C1 - B2** on the matrix card

Matrix code (no space, ex: AM5/am5)

Update

Cancel

- **Step 4:** Verify changing password transaction.
 - Enter the verification matrix code/ token code corresponding to authentication type that applies to customer's account.
 - Click button **Update** to execute transaction, or click button **Cancel** to retype information.
- **Step 5:** When transaction is processed successfully, the system will display the following notification:

Message

Change Password Successfull.

OK

- **Step 6:** Click button **OK** to complete transaction.

7.2. Change trading password

Note: Customer can only change trading password with authentication by using PIN.

- **Step 1:** Access “Setting” → “Change contact information” → “Setting Information”

Change Contact Information

Contact information

FullName	Nguyễn Văn A	(*)
Birthday(dd/mm/yyyy)	13/07/1990	(*)
Gender	Male	(*)
HomeAdd	54A Nguyen Chi Thanh	(*)
Mobile 1	0123***78	(*)
Mobile 2		(*)
EmailAdd		(*)

(*): If you want to change contact information, please contact 024.3791.1818.

Setting information

Change password:	Edit
Change security:	2-layer password authentication
Change trading password:	Edit
Trade telephone:	Yes
Trade Online:	Yes

- **Step 2:** Fill in information:
 - Old trading password
 - New trading password
 - Confirm trading password

Change trading password

Change Trading Password

FullName	Nguyễn Văn A	Old Trading Password	
EmailAdd		New Trading Password	
HomeAdd	54A Nguyen Chi Thanh	Confirm Trading Password	
Mobile	012345678		

Update

Cancel

- **Step 3:** Click button **Update** to change trading password
- **Step 4:** When transaction is processed successfully, the system will display the following notification:

Message

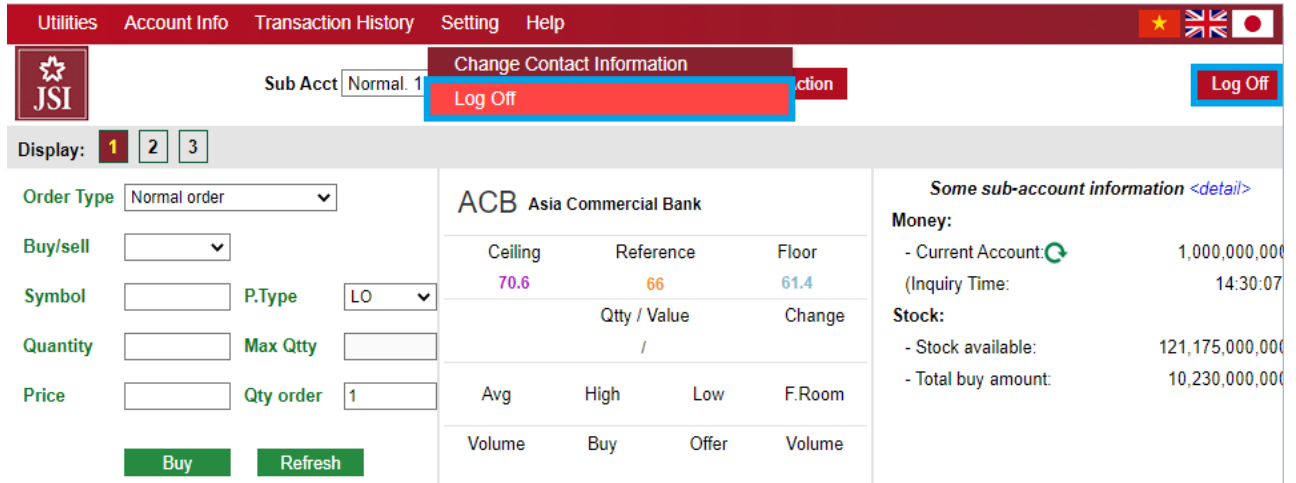
Change Password Successfull.

OK

- **Step 5:** Click button **OK** to complete transaction

7.3. Log Off

- Customer logs off the system by choosing “Setting” → “Log off” or click button **Log Off** at the right corner of the screen.

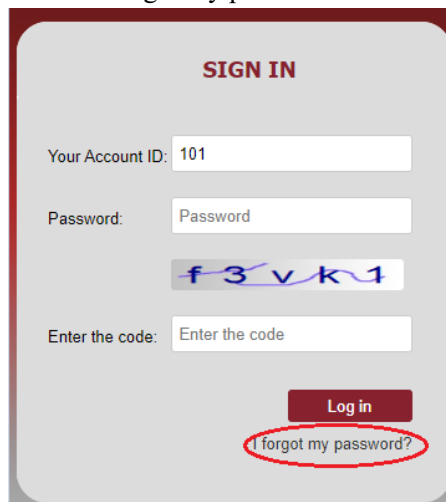


The screenshot shows the JSI Online Trading System interface. At the top, there is a navigation bar with links: Utilities, Account Info, Transaction History, Setting, and Help. On the right side of the navigation bar, there are flags for Vietnam, the UK, and Japan. Below the navigation bar, there is a header section with the JSI logo, a 'Sub Acct' dropdown menu set to 'Normal. 1', and a 'Log Off' button highlighted in red. To the right of the 'Log Off' button, there is a 'Change Contact Information' button. Below the header, there is a 'Display' section with three tabs: 1, 2, and 3. Tab 1 is selected. The main content area is divided into three columns. The left column contains order entry fields: Order Type (Normal order), Buy/sell (dropdown), Symbol (input), P.Type (LO), Quantity (input), Max Qty (input), Price (input), and Qty order (1). There are 'Buy' and 'Refresh' buttons at the bottom of this column. The middle column displays market data for 'ACB Asia Commercial Bank', including Ceiling (70.6), Reference (66), Floor (61.4), and a table with columns: Avg, High, Low, F.Room, Volume, Buy, Offer, and Volume. The right column displays 'Some sub-account information' with a '<detail>' link. It shows 'Money:' with 'Current Account' (1,000,000,000) and '(Inquiry Time: 14:30:07)', and 'Stock:' with 'Stock available' (121,175,000,000) and 'Total buy amount' (10,230,000,000).

VIII. HELP

A list of help questions

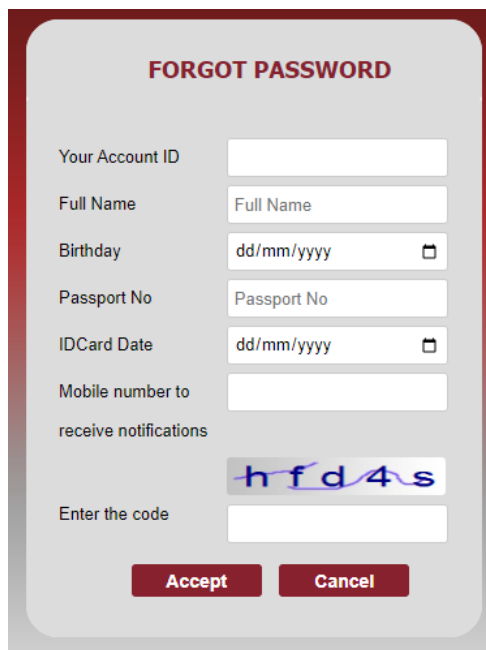
- **What should I do if I want to register utilities (corporate action)?**
 - Customer should fill in information form and sign Online trading contract with JSI at JSI's Head Office or contact JSI's “Account opening desk” to have detailed guidelines.
- **What should I do if I forgot my log in password?**
 - Option 1:
 - Customer can click on the function “I forgot my password” on the log in screen.



The screenshot shows the JSI 'SIGN IN' screen. It has a title 'SIGN IN' at the top. Below the title, there are four input fields: 'Your Account ID:' (101), 'Password:' (Password), a CAPTCHA image showing 'f3vk1', and 'Enter the code:' (Enter the code). At the bottom right, there is a 'Log in' button and a link 'I forgot my password?' which is circled in red.

- Put in personal information and click the button

Accept



- Option 2: Customer can call the hotline: (+84) 24.3791.1818 and request to refresh the login password.

- **Why has my online account been locked?**

- When customer logs in to online account and enter wrong passwords more than 5 times, the online system will automatically lock the account within 30 minutes to ensure the information safety of the customer's account.
- Customer wants to reactive the online account immediately without waiting for 30 minutes to log in again, please call the hotline (+84) 24.3791.1818 and ask for support to unlock your online account.

- **My online account is locked due to entering wrong passwords more than the allowed number of times (5 times), what should I do?**

- When the online account is locked due to entering wrong passwords more than 5 times, please kindly contact JSI to receive further support.
- Tel for supporting: +84 24 3791 1818.

- **For transactions that sent me SMS, do I have to pay SMS fee?**

- JSI does not charge fee for transactions that have SMS sent to our customer.

- **During the time using online system, if any problems happen, who should I contact for help?**

- At the toolbar on main screen, customer can click Tab "Help" to have detailed contact information.

- **Can I open more than one online account tab at the same time on one computer?**
 - Customer can open more than one tab related to online account on one computer and on the same internet browser.

- **Which internet browsers support online transactions?**
 - Microsoft Edge, Google Chrome, and Firefox.