eFXpedite™
Client Quick Start Guide

INTRODUCTION
eFXpedite is a browser-based system designed explicitly for efficient electronic trading of currencies on the FX markets. Real-time prices for relevant currencies are streamed to your desktop, where deals are initiated at the click of a button, and full details logged automatically, saving you time and money at every step.

GETTING STARTED
Open a browser and go to www.eFXpedite.com. From this page, you can access a virtual tour, answers to frequently asked questions, this quick reference guide, a comprehensive user guide and contact information. Click **Client Sign-In** for the login window.

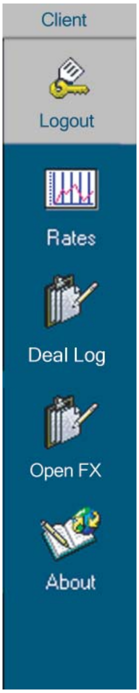
[Note: after you've signed in, you can always return to the eFXpedite home page by clicking on the BMO Financial Group logo on the bottom right-hand side of the eFXpedite screen]

LOGGING IN
Enter the username and password as supplied by your system administrator and click **OK**.

[Note: on your first login, you will have to change your password for security reasons]

CREATING AND CONFIGURING SETUPS
When you first login, you must create and configure at least one Rates Setup to display streaming prices from the rate feed before you can prepare and submit deals. Each Setup can hold up to eight currency pairs which will be displayed together on the rates screen (aka Rates Datasheet).

GETTING AROUND eFXpedite
Use the Navigation Panel on the left of the window to access the different functions:



Login/out
- Log into or out of eFXpedite

Rates
- Set up groups of currencies to be traded or monitored
- View spot rates and tenors for the currencies
- Prepare and submit deals

Deal Log

Session
- Details of deals completed since logon

Archive
- Search log of past deals to view details

Open FX
- View details of spot deals to be rolled forward

About
- View version information

CREATING A NEW SETUP


1. Click **New Setup** on the **Rates** toolbar or click on the Setup radio button.
2. Type a Name for the setup, choose the **FX Instrument Group** and click **OK**.

[Note: screen shots are examples and may not reflect all users' configurations]

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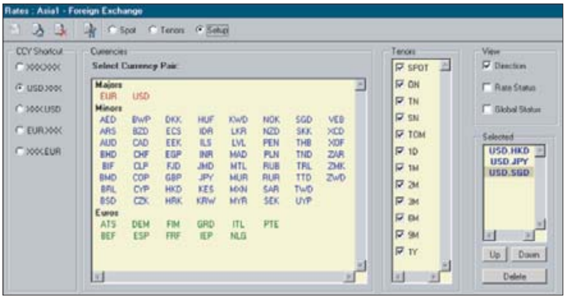


CHOOSING CURRENCIES IN A SETUP

1. Click on the currencies in the **Currencies** box to set up your pairs.
2. For a speedy Setup option, select one of the **CCY Shortcuts** on the left: this sets one of the currencies in each pair and allows you to select pairs with a single click. e.g. choose **EUR.XXX** and click **JPY**, **CAD** and **CHF** to set up **EUR.JPY**, **EUR.CAD** and **EUR.CHF**.

CHANGING THE WAY RATES ARE DISPLAYED IN A SETUP

1. Your chosen currency pairs are shown in the **Selected** box to the right. Rates will be displayed in the order they appear in this box, so move currency pairs **Up** or **Down** to ensure that your most important rates are easy to see.
2. Tick the checkboxes for all the forward tenors for which you are interested.
3. Tick the checkboxes for the information you want displayed with the rates: Direction of Quote, Rate Status (stale/live) and Global Status (rate feed application connected/not connected/unknown).

MULTIPLE SETUPS AND DEFAULT SETUPS

1. Click the **New Setup** button and repeat the above to create additional setups with different currency pairs.
2. Use the **Setup** buttons along the right hand side to switch between Setups.
3. Click the **Set As Default** button to set the current setup as the default - i.e. the Rates Datasheet first displayed when you log in to future sessions.

EDITING A SETUP

1. Click on the button for the relevant setup (if it is not already displayed).
2. Click the **Setup** radio button to enter the Setup configuration screen.
3. Make any changes required, then click on the **Spot** or **Tenors** radio button to return to the Rates Datasheet.

[Note: the changes are made immediately - there is no need to save any configuration changes before returning to the Rates Datasheet]

VIEWING PRICES

The **Rates Datasheet** displays spot prices and/or tenors for your chosen currency pairs. *Deals are also initiated from here, by clicking on a price.*

SPOT RATES AND FORWARD TENORS

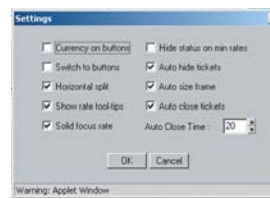
There are two ways of displaying the streaming rates. Use the radio buttons on the Rates toolbar to switch between them:

Spot - shows spot rates for the currency pairs in the current setup. Big, easy-access buttons allow for quick trading.

Tenors - shows spot rates and forward points for the currency pairs in the current setup.

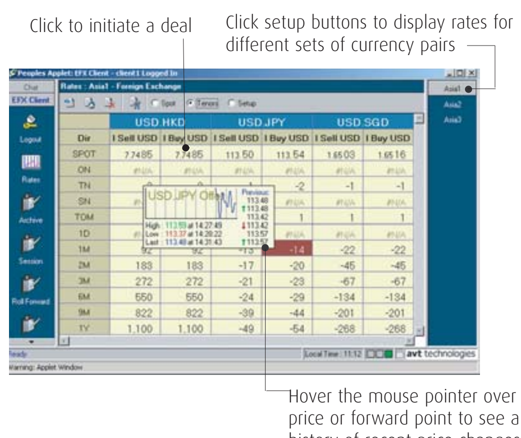
VIEW OPTIONS

The way the rates and deal tickets are displayed can be changed to suit your personal preferences. Click the **Settings** button and edit the options as required.



EXECUTING A DEAL

Deals are initiated from the Rates Datasheet: click on any price (or forward tenor) to open up a new Deal Ticket.



Click to use the
in-deal Chat facility.

View prices sent by trader.

QUICK OUTRIGHT DEALS

1. Enter an amount into one of the currency amount fields.
[Note: for speed you can type k, m, and b to denote thousands, millions and billions]
2. Choose an account from the drop-down list of available accounts on the right.
3. Check the **Roll Spot to Forward** box if you want to convert a spot to an outright later on (it will be stored in the Open FX Log in the mean time).

SPLIT OUTRIGHT DEALS

1. Click the **Splits** button; the drop-down list on the right is replaced by an empty table.
2. Click on the dots (...) in the Num column in the table. The first portion of the split is now shown.
3. Click on **Select Account** to select an account from the drop-down list.
4. Click on 0.00 in the **Amount** column, and enter the amount to be traded from this account.
Repeat steps 2-4 for further accounts as required. The total amount to be traded is calculated for you in the currency amount fields to the left.

SWAPS

1. Click the **Swaps** radio button on the deal ticket.
2. Choose dates for **Near and Far Legs**; the first drop-down menu on the left gives common intervals: 1 day, 3 months, etc. For broken value dates, just enter the required dates directly into the relevant fields.
3. Choose an account.

[Note: uneven swaps cannot be split between accounts]

SUBMITTING AND COMPLETING A DEAL

1. When your deal ticket is ready, click **Submit**. The status message at the bottom of the ticket will show **Waiting for trader pickup**.

[Note: to refresh the indicative rates shown on the deal ticket before submitting it, click the "Latest" button]

2. When a trader picks up the deal and submits a rate, you will be prompted to **Accept** or **Reject** the price.

3. If you reject the price, the trader will be prompted to send a new price. To stop trading with this trader, click **Stop.** You can close the ticket or re-submit the deal to open it up to other traders.

MULTIPLE DEAL TICKETS

You can negotiate several deals at once: the tickets will "stack up" on top of each other, the most recent visible at the top. To switch between them, use the buttons to the right of the deal ticket. When activity is required on your part – e.g. a trader has submitted a price, the button for that ticket will flash to attract your attention.

USING THE OPEN FX LOG

Use the **Open FX Log** to view details of roll spot to forward deals - i.e. those spot deals which still have the option to be converted to outrights.
1. Click on the **Search** button to display current roll spot to forward deals.

2. Highlight the deal you want to roll and click on the **Roll** button in the upper left.
3. Make changes as required and re-submit the deal.

REVIEWING COMPLETED DEALS

Completed deals are logged and accessed in two ways: a quick overview of recent activity (current login session) is kept in the **Session** log, or you can search the entire **Archive** of deals completed by all users in your group.

[Note: the level of access you have to the deal logs varies according to the way your system and your login account have been set up]

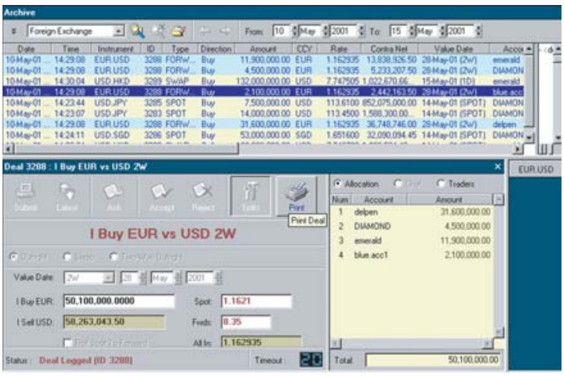
VIEWING THE SESSION LOG

1. Click the **Session** button on the main Navigation Panel.
2. All deals logged during the current login session are listed here.

SEARCHING THE ARCHIVE

1. Set a start and end date for the period you wish to search using the **From** and **To** menus on the right of the toolbar.
2. Click the **Search** button.

[Note: to stop the process mid-search, hit the Stop Search button]



VIEWING DETAILS OF A LOG ENTRY

The archive search results display only a summary of the deal. To view full details of a past deal, double-click on a log entry in the results list to open up a copy of the completed deal ticket in the bottom half of the window.

OTHER ARCHIVE SEARCH OPTIONS

Use the **Forward** and **Back** buttons to move between sets of search results. Click the **More Options** button to sort the results in Ascending or Descending order.

SAVING SEARCH RESULTS TO FILE

After a Search, particular results can be saved and then exported by clicking on the **Export Spreadsheet** button to display a text-only copy of the results.

1. Hold down the Control key and type the letter "A" (this will highlight the text), then hold down the Control key and type the letter "C" (this will copy the text).
2. Open **MS Wordpad** and paste the text by holding down the Control key and typing the letter "V". Choose **File**, **Save As** and save your file using the suffix .csv. Enclose the entire file name in quotation marks, e.g. "March Deals.csv". The file type should be a text document. Choose **Save**. The document can now be opened in MS Excel.

CHAT

eFXpedite features an in-deal chat facility for exchanging instant messages with traders while trading.

IN-DEAL CHAT

When you have submitted a deal ticket and a trader has picked it up, you will be able to chat with the trader.

1. Click the **Chat** radio button on the right of the deal ticket.
2. Type your message into the Chat Line at the bottom of the Chat window.
3. Cick the **Send** button (envelope icon).

LOGGING OUT

1. Click the **Logout** button at the top of the Navigation Panel.
2. When asked to confirm, click **Yes** to logout or **No** to cancel and return to eFXpedite.

eFXpedite Client Line: (312) 845-4168
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International Toll Free: your country code + (800) 7293-7293

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