



OANDA **fxTrade**TM

Quick Start Guide →

→ Welcome

Thank you for opening an account with OANDA.

Trading forex is not easy. We have always believed that the best way to help our traders succeed is to provide a professional trading experience, fair pricing, and transparent information.

This booklet will give you the basic information to help get you started trading. Funding is the first step: to find out more about how to fund your account, skip to page 6 (and don't hesitate to contact us if you need help).

We want to show that you made the right choice trading with us. If you have questions or concerns, remember that customer service is available 24 hours, every weekday.

Covey Hunter

Head of OANDA Customer Service

Count on us to deliver:

A professional trading experience. OANDA is your trusted partner in a volatile forex market. We are a strongly regulated broker that sources real-time market rates and renders them tradable instantly.

Fair pricing. Everybody gets the same ultra-tight spreads, regardless of their account size, trade size, customer type, or platform. There are no hidden transaction fees or commissions.

Transparency. We believe market data and costs should be visible to everyone: to all our clients, and to the trading community in general.

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→ Your fxTrade account

Your fxTrade account gives you access to the following services. (Some of these links will require you to sign in to your fxTrade account.)

› **Forex trading**

Take advantage of industry-leading spreads, quality execution, and competitive interest paid on your account balance.

› **Real-time news**

Enjoy exclusive up-to-the-minute financial news and market analysis.

› **Personalized statements**

See detailed account statements and personalized feedback on your trading activity.

› **Global money transfers**

Make the most of OANDA's tight spreads. Wire money to bank accounts worldwide using fxGlobalTransfer.

› **Mobile trading**

Use your mobile device to open, modify, or close trades. See your account details anywhere, any time.

› **Metatrader 4 integration**

Download our free MT4 application to place trades and analyze charts.

› **Multi-currency accounts**

Distribute your funds in separate accounts—in multiple currencies—to hedge, speculate, or test your trading strategies.

› **Funds Management System**

Sign in to one place to transfer, withdraw, and manage your deposits.

→ Sign in

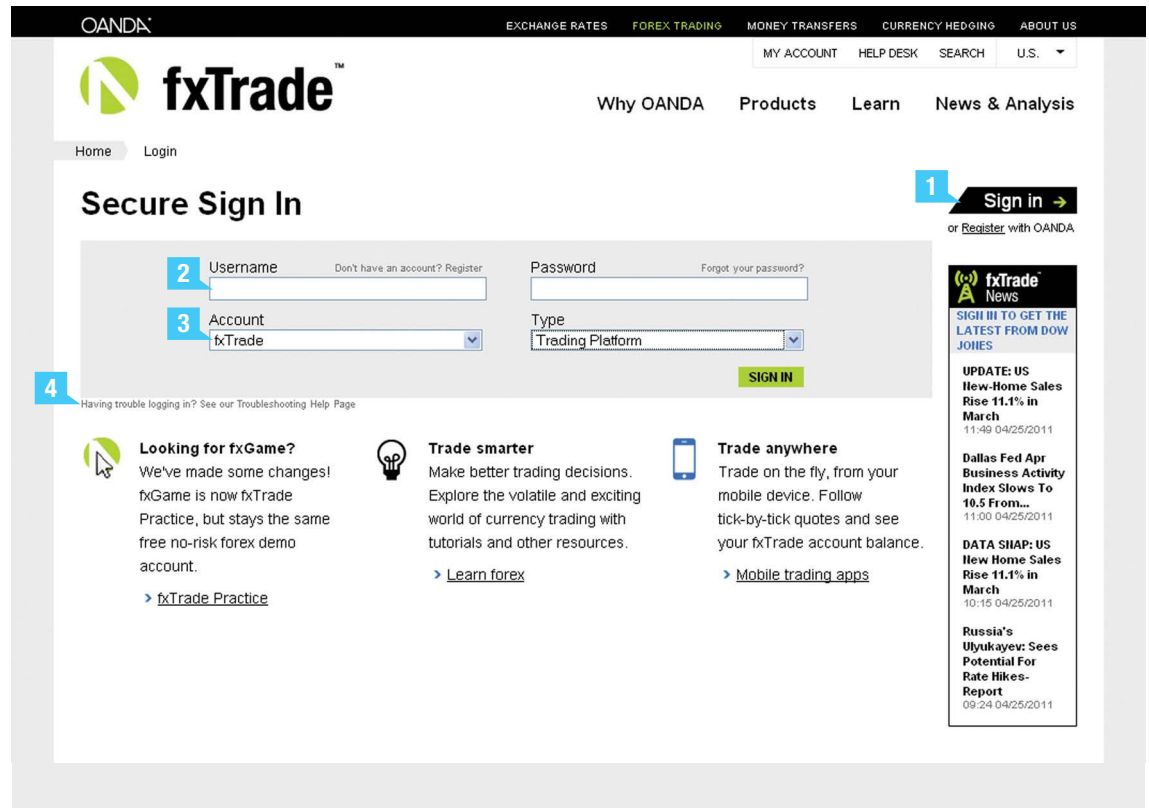
1 Access secure sign-in to fxTrade, fxTrade Practice or the Funds Management System from any [fxTrade web page](#).

2 Enter your username and password.

3 Select the account and account type.

4 Having trouble?

You may need to enable popups, install Java, or clear your cache. Click on the [troubleshooting link](#) at the bottom of the sign-in panel to find out more about these and other tips.



The screenshot shows the OANDA fxTrade website's sign-in interface. At the top, there is a navigation bar with links for EXCHANGE RATES, FOREX TRADING, MONEY TRANSFERS, CURRENCY HEDGING, and ABOUT US. Below this is the fxTrade logo and a search bar. The main heading is "Secure Sign In".

Numbered callouts on the page indicate the following steps:

- 1** Points to the "Sign in" button in the top right corner.
- 2** Points to the "Username" input field.
- 3** Points to the "Account" dropdown menu.
- 4** Points to a link for "Having trouble logging in? See our Troubleshooting Help Page" at the bottom left of the sign-in panel.

The sign-in form includes fields for Username, Password, Account (fxTrade), and Type (Trading Platform), along with a "SIGN IN" button. Below the form are three promotional sections: "Looking for fxGame?", "Trade smarter", and "Trade anywhere". On the right side, there is a "fxTrade News" sidebar with several news items, including "UPDATE: US New Home Sales Rise 11.1% in March" and "DATA SHIP: US New Home Sales Rise 11.1% in March".

→ Fund your account

OANDA's Funds Management System (FMS) gives you the custom instructions you need to send your funds and lets us know your funds are on their way. It is not connected to your bank account.

1 Sign in to our Funds Management System

Bookmark <https://fxtrade.oanda.com/fms/> to sign in directly.

2 Identify your funding source

If you are sending bank wires or using PayPal, we need your account details to identify your deposit. (You need to do this step the first time only.)
Click Funding Sources.

3 Notify us you're sending funds

Click Deposit Funds and finish the steps to get custom instructions on how to send your funds. Be sure to click Submit to finish the notification.

4 Send your funds to OANDA

Follow your custom instructions. If you need to visit your bank, be sure to print out and bring the instructions with you.

5 Watch your email

We send an email when your funds are credited and you can start trading.

My OANDA Accounts [Add Account](#)

Account Name	Account Number	Balance	Available Balance	Cur
Primary	649365	3250.00	7220.00	USD
EUR	748263	7560.00	1280.00	EUR
MT4	649293	2150.00	850.00	AUD
EUR-Carry	180354	33485.00	1322.00	EUR

Last 5 Transactions [View complete history](#)

Date	Ref #	Type	From Account	To Account	Amount	Cur	Method	Status
2011-03-17	1015794	Transfer	EUR-Carry (EUR) 334...	Euro (EUR) 748...	1512.42	EUR	Internal	Approved
2011-02-02	973394	Transfer	MT4 (AUD) 64...	EUR-Carry (EUR) 334...	13150	AUD	Internal	Approved
2010-10-21	881007	Transfer	Primary (USD) 6469365	MT4 (CAD) 744...	34574.70	USD	Internal	Approved
2010-06-01	7679903	Transfer	MT4 (AUD) 744...	Primary (USD) 6469365	4320.00	AUD	Internal	Approved
2010-06-01	769714	Transfer	Euro (EUR) 748...	Primary (USD) 6469365	5200.00	EUR	Internal	Approved

→ Funding methods

Payment method	Region Available	Currencies accepted	Processing time	Approximate Cost
Credit Card	All	<ul style="list-style-type: none"> • AUD, CAD, EUR, GBP, HKD, JPY, SGD, CHF, USD 	Immediately, typically	Your credit card fees
PayPal	Not Available for OANDA Europe	<ul style="list-style-type: none"> • CAD in Canada • SGD in Singapore • USD elsewhere 	1 hour, typically	0.15 cents per transfer plus 1.8% in the USA (2.8% elsewhere)
Internet Banking	Asia Pacific	<ul style="list-style-type: none"> • SGD, HKD 	1-5 business days	Your bank's service fee
Bank Transfer	All	<ul style="list-style-type: none"> • AUD, CAD, EUR, GBP, HKD, JPY, SGD, CHF, USD 	Up to 5 business days	Your bank's service fee
Cheque or Money Order	Not Available for OANDA Europe	<ul style="list-style-type: none"> • USD if drawn from a U.S. bank • SGD only for OANDA Asia Pacific • CAD only for OANDA Canada 	5-7 business days, depending on mail service.	Your bank's service fee

Note: Third-party deposits are not accepted by OANDA. You must withdraw funds by the same method you deposited them.

→ Open your first trade

1 Sign in to fxTrade.

2 Open the Order window.

Click in the Quote panel over the currency pair you want to trade.

3 Make sure the Market Order tab is selected.

(We will talk about limit orders later.)

4 Click Buy or Sell.

Buy if you think the currency pair may go up in value; sell if you think it may go down. Buy and sell rates are different because of the dealer's spread, which varies by time of day and market events.

5 Verify the currency pair.

Select another pair from the list if you want to change it.

6 Type the number of units you want to trade.

7 Click Submit.

The screenshot shows the OANDA fxTrade interface. At the top, there's a menu bar with 'Connection', 'Account', 'Tools', 'Resources', 'Window', and 'Help'. Below that, a dashboard displays various metrics: Trades (0), Orders (0), Boxes (0), Positions (0), Exposure (0), Activity (21), and News. A table shows recent trades for EUR/USD. On the left, there's an 'Account Summary (CAD)' panel showing Balance (7560.00), Unrealized P&L (1860.60), Box Resale Value, Realized P&L (-256.00), Margin Used (2000.00), and Margin Available (7420.60). Below that is a 'Quote List' panel showing various currency pairs like EUR/USD, GBP/USD, USD/JPY, etc., with their respective bid and ask prices. The main area features a 'Market Order - EUR/USD' window. This window has tabs for 'BUY' and 'SELL', with 'SELL' selected. It shows the currency pair 'EUR/USD' and a field for 'UNITS' with the value '1.4579'. There are also fields for 'Price' and 'PIPS'. At the bottom of the window, there are buttons for 'Keep open', 'Submit', and 'Close Window'. A green bar at the bottom left of the screenshot says 'Click and drag to resize'. Numbered callouts (1-7) are placed over the interface to indicate the steps: 1 points to the top menu, 2 to the 'Market Order' window, 3 to the 'Market Order' tab, 4 to the 'BUY'/'SELL' radio buttons, 5 to the currency pair dropdown, 6 to the 'UNITS' input field, and 7 to the 'Submit' button.

→ Keep track of your trades

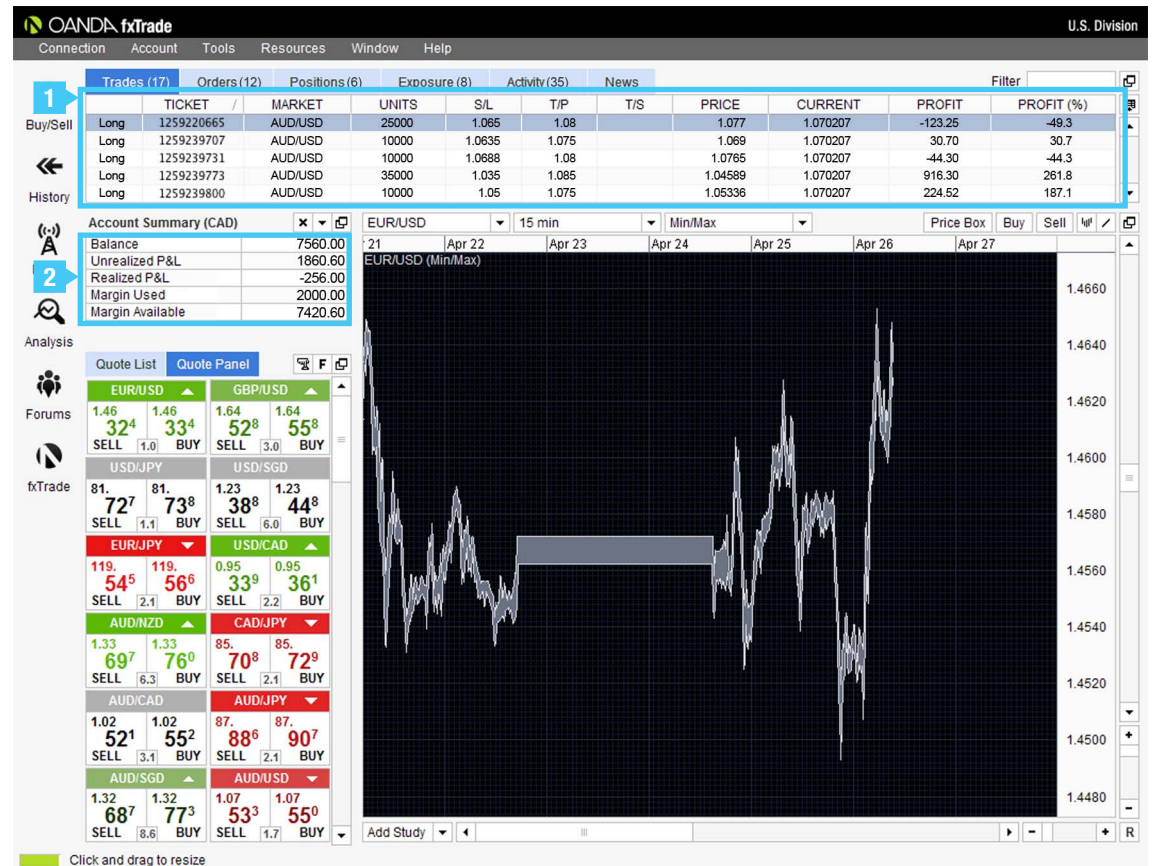
What happens when you open a trade?

When a market order is submitted, it is settled immediately and becomes an **open position** subject to rate fluctuations in the market. This means that when the rate moves, the value of the position moves to reflect either an **unrealized profit or loss**.

When you close an open position, you are paid or charged the difference between the rate at the time the order was executed, and the current market rate—in other words, the unrealized profit or loss at the time you close the position becomes **realized profit or loss**.

Track your trades in real time:

- 1 The Trades table shows all of your open positions with their current unrealized profit/loss.
- 2 The Account Summary shows details for the currently selected account—such as the account balance, the unrealized profit / loss for all open trades, the realized profit / loss for closed trades, and available margin.



→ Close trades

Close a single trade:

- 1 Click the Trades tab.
- 2 Click the row showing the trade.
- 3 Click the Close radio button.
- 4 Click Submit.

Close multiple trades:

- To close all open positions at once for a currency pair, use the Positions tab.
- To close all open positions for a currency, use the Exposure tab.
- To close all your orders and positions, select Account, then Close All.

Partially close a trade to reduce your exposure:

To reduce a position, open a smaller order of the same currency pair in the opposite direction. That is, if it's a long (buy) position, place a short (sell) order, or vice versa.

The original position is reduced by the number of units of the smaller order, closed at the current rate.

The screenshot shows the OANDA fxTrade interface. At the top, there's a navigation bar with 'Connection', 'Account', 'Tools', 'Resources', 'Window', and 'Help'. Below that, a 'Trades (17)' tab is active, displaying a table of trades. The table has columns for 'TICKET', 'MARKET', 'UNITS', 'S/L', 'T/P', 'T/S', 'PRICE', 'CURRENT', 'PROFIT', and 'PROFIT (%)'. One trade is highlighted in blue. A 'Market Order' dialog box is open over the chart, with the 'CLOSE' radio button selected. The dialog shows 'MARKET' as AUD/USD, 'UNITS' as 25,000, and 'QUOTE' as 1.45813. There are checkboxes for 'Lower Bound', 'Upper Bound', 'Take Profit', 'Stop Loss', and 'Trailing Stop'. At the bottom of the dialog, there are 'Submit' and 'Close Window' buttons. The background shows a candlestick chart for EUR/USD.

→ Add options to close trades automatically

You can watch your trades and wait for the best time to close them, but you don't need to. Instead, you can add orders to close them automatically if certain conditions are met. These orders help you manage risk if the market moves suddenly against you.

Modify your trade with risk-management orders:

- 1 Click the Trades tab.
- 2 Click the trade.
- 3 Click Modify.
- 4 You can change the following options:

Stop Losses and **Take Profits** close trades if the market rate reaches a specified value. They are designed to stop your losses or lock in your profits at a level you're comfortable with.

Trailing stops allow trades to continue to add unrealized value when the market price moves in a favorable direction, but automatically close trades if the market price suddenly moves in an unfavorable direction by a specified distance.

- 5 Click Submit.

The screenshot displays the OANDA fxTrade platform interface. At the top, there are navigation tabs for Trades (17), Orders (12), Positions (6), Exposure (8), Activity (35), and News. Below this is a table of trades with columns for Ticket, Market, Units, S/L, T/P, T/S, Price, Current, Profit, and Profit (%). A 'Trades' tab is selected, and a specific trade (Ticket 1259220665) is highlighted. A 'Market Order' dialog box is open, showing options to 'CLOSE' or 'MODIFY' the trade. The 'MODIFY' option is selected, and the 'Take Profit' checkbox is checked, with a value of 1.47. Other options like 'Stop Loss' and 'Trailing Stop' are unchecked. The dialog also shows the current P&L as -0.00 USD / 0.03 PIPS. A 'Submit' button is visible at the bottom of the dialog. The background shows a price chart for EUR/USD and a quote panel with various currency pairs like EUR/USD, GBP/USD, USD/JPY, etc.

→ Place limit orders

Limit orders let you act on possible future changes in the market rate. Unlike market orders, which are executed when you submit them, limit orders are only executed if the market rate reaches a quote price you specify in advance.

Create a limit order:

1 Open the Order window.

Click in the Quote panel over the currency pair you want to trade.

2 Click the Limit Order tab.

3 Specify the trade.

Click buy or sell, verify the currency pair, and type the number of units.

4 Provide a quote price.

If this price is reached by the market, the limit order will be triggered and an open position created.

5 Set an expiry period.

6 Include other options.

You can add stop profits, take profits, or trailing stops. They apply only if the limit order is triggered.

7 Click Submit.

The screenshot shows the OANDA fxTrade interface. At the top, there's a menu bar with 'Connection', 'Account', 'Tools', 'Resources', 'Window', and 'Help'. Below that, there's a navigation bar with 'Trades (17)', 'Orders (12)', 'Positions (6)', 'Exposure (8)', 'Activity (35)', and 'News'. The main area is divided into several sections: 'Buy/Sell' with a table of trades, 'Account Summary (CAD)' with financial data, 'Quote List' with various currency pairs and their bid/ask prices, and a 'Limit Order' window for AUD/USD. The 'Limit Order' window has tabs for 'Market Order' and 'Limit Order'. It includes fields for 'BUY' or 'SELL', 'MARKET' (AUD/USD), 'UNITS' (5,000), 'QUOTE' (1.23776), and 'Expires' (1 Week). There are also checkboxes for 'Lower Bound', 'Upper Bound', 'Take Profit', 'Stop Loss', and 'Trailing Stop'. At the bottom of the window, there are 'Keep open', 'Submit', and 'Close Window' buttons. A price chart for EUR/USD is visible in the background.

Tip: The Orders tab lets you track, modify and cancel limit orders.

→ Margin and leverage

The OANDA fxTrade platform supports margin trading, which means you can enter into positions larger than your actual account balance.

An advantage of margin-based trading is that you can leverage the funds in your account and potentially generate large profits relative to the amount invested. The disadvantage is that you can potentially incur significant losses and your margin capital can be reduced quickly.

Margin closeouts

OANDA requires adequate **margin** (collateral) in your account at all times to cover all unrealized losses you incur on your positions.

If market rates shift against you and there's insufficient margin to cover the unrealized loss on your open positions, a **margin closeout** (also called a **margin call**) is triggered—and all open positions in your account are closed automatically. Margin closeouts reduce the possibility you will lose more than the amount of margin left in your account.

How are margin closeouts calculated?

As market rates change, they change your **Net Asset Value (NAV)**, which is your account balance plus your unrealized profits/losses. A margin closeout is triggered if your NAV drops to half the margin required by your open trades. All these values are shown in real time on the fxTrade platform in the Account Summary.

> Find out more

For more information on margin closeouts and how to prevent them, go to: <http://fxtrade.oanda.com/help/policies/margin-rules>

Trading on weekends and during market events

Rate volatility and changes in global market liquidity can result in large spread increases following news announcements and during times of uncertainty. Market spreads also widen on weekends, when liquidity is lower. At such times, OANDA widens its spreads to reflect market conditions.

If you decide to trade on weekends or around news announcements, you may need to adjust your trading strategy. To prevent unwanted order execution, widen your take profits/stop losses or trailing stops. To avoid margin closeouts, reduce the margin you are using by closing some trades or adding more funds.

→ Margin and leverage examples

The following examples show how much you could trade with \$2,000 at 20:1 or 50:1 leverage — and the consequences to your net asset value (NAV) when the market price moves.

<p>Example 1:</p> <p>\$2000 × 20:1 leverage <hr/> = \$40,000 trade</p>	<p>↑ If trade moves up: 100 pips Unrealized profit: +\$400</p> <hr/> <p>Your NAV: \$2400</p>	<p>↓ If trade moves down: 100 pips Unrealized loss: -\$400</p> <hr/> <p>Your NAV: \$1600</p>
<p>Example 2:</p> <p>\$2000 × 50:1 leverage <hr/> = \$100,000 trade</p>	<p>↑ If trade moves up: 100 pips Unrealized profit: +\$1000</p> <hr/> <p>Your NAV: \$3000</p>	<p>↓ If trade moves down: 100 pips Unrealized loss: -\$1000</p> <hr/> <p>! Your NAV: \$1000</p>

! This could be a Margin Closeout!

A net asset value (NAV) of \$1000 is half of the margin required for the original trade (\$2000). If your total NAV was indeed \$2000, this trade at 50:1 leverage would result in a margin closeout. You could not keep the trade open to “ride out” the loss.

To avoid margin closeouts, use lower leverage and never leverage your entire account balance. If your available margin is low, close or partially reduce some trades.

→ Manage your account

When you're signed in to fxTrade, it's easy to access your account details:

› **Check your balance**

The fxTrade main screen provides a real-time account summary, including your account balance, the unrealized profit / loss for all your open trades, the realized profit / loss for closed trades, and your available margin.

› **View a different account**

Select Account, then Change Account.

› **View your account history**

To see recent transactions, click the Activity tab.
To see all earlier transactions, click the History button.

› **Change your leverage**

Select Account, then Change Leverage.

› **Change your password**

Select Account, then Change Password.

› **See the current interest rates**

Select Resources, then Interest Rates.

› **Update your account information**

Contact Customer Service to change your address, phone number, or other account details.

For more information on managing your account, including how to transfer and withdraw funds, go to this page: <https://fxtrade.oanda.com/account/>

→ Create additional accounts

Create additional accounts (“sub-accounts”) directly from the fxTrade platform, in any of nine major currencies.

Why create additional accounts?

- › Diversify your risk. Use different accounts to use different trading strategies or leverage.
- › Hedge or diversify currency rate risk. Allocate your funds into different currencies.
- › Segregate your trades. If one account gets a margin call, your trades in other accounts are not affected.
- › Set up an MT4 account, required to trade on the MetaTrader 4 interface.
- › Save on deposit and withdrawal fees or third-party currency exchange charges for certain currencies.

To create another account:

- 1 From the fxTrade platform, select Account then Create Sub-Account from the main menu.
- 2 You will be redirected to a page on your web browser. On this page, enter your username and password (to verify your credentials).
- 3 Specify a name, currency and leverage for the new sub-account.

How to enable MetaTrader4

You need to create a separate MT4-enabled account to use MetaTrader 4 for fxTrade. On the Create Sub-account page, click the Advanced Options link to see the option to enable MT4. Use this account's number to log in to the MT4 interface.

→ Trading resources

Whether you're new to forex or a seasoned trader, OANDA has the resources to help you succeed:

› **Practice makes perfect**

Open an fxTrade Practice account and trade risk-free to learn forex or to fine-tune your trading strategies.

› **Learn the basics**

Read our online Introduction to Currency Trading to learn the basics of forex trading.

› **Explore technical trading**

Interpret currency pair movements using fxTrade technical analysis graphing features such as indicators and overlays.

› **Watch our videos**

View some short videos to see how to open and close trades, and use a variety of technical and news tools.

› **Help**

Access full help for the fxTrade platform, including a user guide with step-by-step instructions, interface descriptions, and tips on customizing your trading environment.

› **Stay informed**

Read OANDA's forex blog and live forex news feed to stay on top of shifting market fundamentals.

› **Market sentiment graphs**

Our Order Book graphs aggregate live market data from our entire client base to reveal current market sentiment.

Keyboard Shortcuts

Speed up your response time. In the fxTrade platform select Help then Keyboard Shortcuts for the full list of keyboard shortcuts.

→ Contact us

World Wide

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Fax: +1 416 981 7039 or
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Trading off-exchange foreign exchange on margin carries a high level of risk and is not suitable for all investors. Trading through an online platform carries additional risks.

Please refer to our more detailed [Risk Warning](#), and [NFA's Forex Investor Alert](#). Here are our [Terms of Use](#) and [Privacy Policy](#).

Document version: July, 2011.

→ URL index

Sign-ins

> **fxTrade**

<https://fxtrade.oanda.com/login>

> **Funds Management System**

<https://fxtrade.oanda.com/fms>

> **fxTrade Practice**

<https://fxtrade.oanda.com/login/demo-account>

> **News**

<https://fxtrade.oanda.com/account/forex-news>

> **Account Statement**

<https://fxtrade.oanda.com/account/statement>

Your account

> **Manage your account**

<https://fxtrade.oanda.com/account>

> **Margin Rules (U.S.)**

<http://fxtrade.oanda.com/help/policies/margin-rules>

> **Troubleshooting**

<http://fxtrade.oanda.com/help/troubleshooting/>

> **Contact Customer Support**

<http://fxtrade.oanda.com/help>

> **Contact Customer Support (Asia Pacific)**

<http://www.oanda.sg/help>

> **Contact Customer Support (Europe)**

<http://www.fxtrade.oanda.co.uk/help>

Learn forex

> **Help desk**

<http://fxtrade.oanda.com/help/>

> **Tutorial**

<http://fxtrade.oanda.com/learn/intro-to-currency-trading/>

> **Technical Analysis Tutorial**

<http://fxtrade.oanda.com/learn/technical-analysis-for-traders/>

> **Graphs and Indicators**

<http://fxtrade.oanda.com/learn/forex-indicators/>

> **News and Analysis**

<http://fxtrade.oanda.com/analysis/>

> **Videos**

<http://fxtrade.oanda.com/help/videos/>

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fxTrade features

> **Forex news**

<http://fxtrade.oanda.com/analysis/news/>

> **Mobile apps**

<http://fxtrade.oanda.com/trade-forex/mobile/>

> **MetaTrader 4**

<http://fxtrade.oanda.com/trade-forex/metatrader/>

> **Currency pairs and spreads**

<http://fxtrade.oanda.com/spreads/>

> **Market sentiment**

<http://fxtrade.oanda.com/analysis/forex-order-book>

> **Interest rates**

<http://fxtrade.oanda.com/account/historical-rates>

OANDA products

> **fxTrade**

<http://fxtrade.oanda.com>

> **fxTrade demo account**

<http://fxtrade.oanda.com/trade-forex/demo/>

> **Money transfers**

<http://fxglobaltransfer.oanda.com/>

> **Currency converter**

<http://www.oanda.com/currency/converter/>

> **Forex blog**

<http://forexblog.oanda.com/>

Legal

> **Risk warning**

<http://fxtrade.oanda.com/legal/risk-warning>

> **Investor alerts**

<http://www.nfa.futures.org/NFA-investor-information/investor-alerts/>

> **Terms of use**

<http://www.oanda.com/site/terms-of-use>

> **Privacy**

<http://fxtrade.oanda.com/privacy>