



TradeTools**Fx**

TTFX Trader Portal for MetaTrader 4

User's manual

V 1.0.0



Table of contents:

1	Login to the system	3
1.1	Password recovery	3
1.2	Register Demo user	4
1.3	User management	4
1.3.1	Password change	5
1.3.2	Logout	5
2	Dashboard.....	6
2.1	Actions	6
3	Trading History	7
3.1	List	7
3.1.1	Filters.....	7
4	Uploads.....	8
4.1	List	8
4.2	Create / view upload.....	8
4.2.1	Fields	9
4.2.2	Actions	9
5	Downloads.....	10
5.1	List	10
5.2	View download	10
5.2.1	Fields	10
5.2.2	Actions	10
6	Deposits	11
6.1	List	11
6.2	Create / view deposit transaction.....	11
6.2.1	Fields	12
6.2.2	Actions	12
6.2.3	Processing in the payment system (Skrill).....	12
6.3	Successful completion of transaction processing in the payment system	14
7	Withdrawals.....	15
7.1	List	15
7.1.1	Filters.....	15
7.2	Create / view requests	15
7.2.1	Fields	16
7.2.2	Actions	16
8	Ticket Management	17
8.1	List	17
8.2	Create / view ticket.....	17
8.2.1	Fields	18
8.2.2	Actions	18
8.3	Add / view comments.....	19



8.3.1	Fields	19
8.3.2	Actions	19

TradeToolsFX

1 LOGIN TO THE SYSTEM

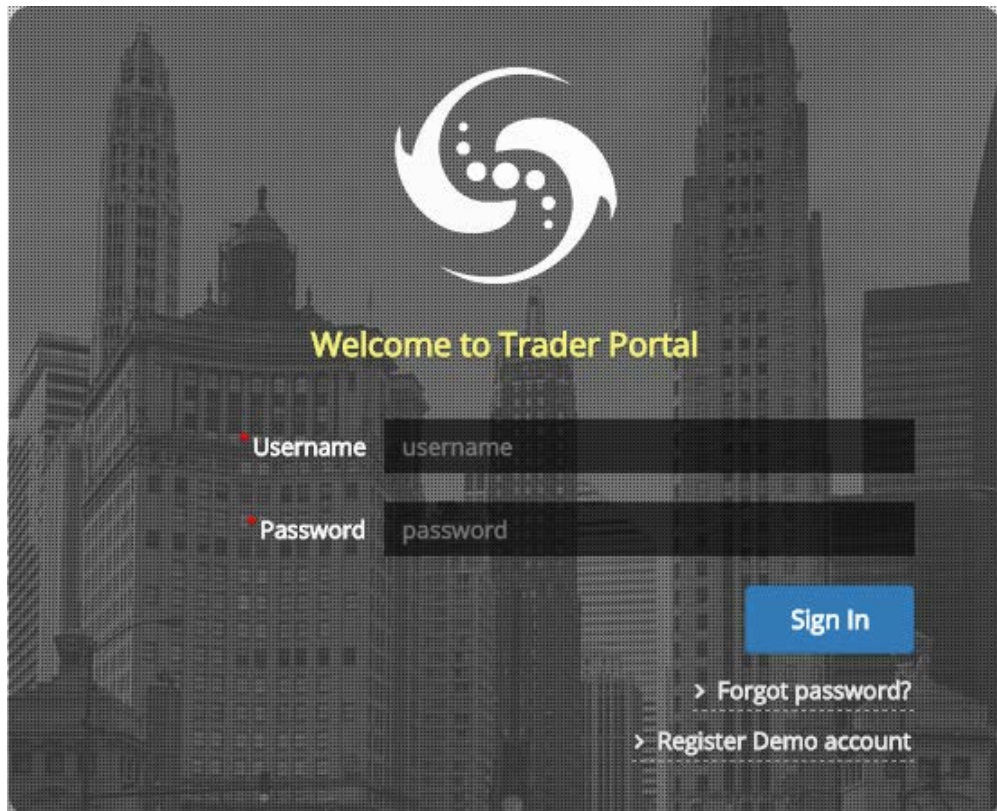


Fig. 1. Login form.

To log in, type **MetaTrader** user login in **Username** field and **MetaTrader** user password in **Password** field and click **Sign In** button.

1.1 Password recovery

If you forgot password from your **MetaTrader** account you can use **Forgot Password?** link on Login form to reset password.

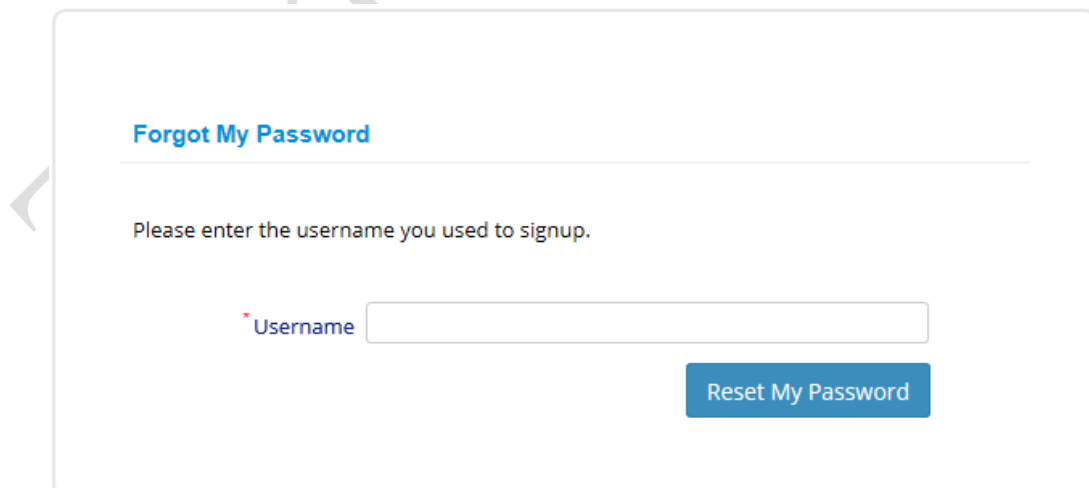
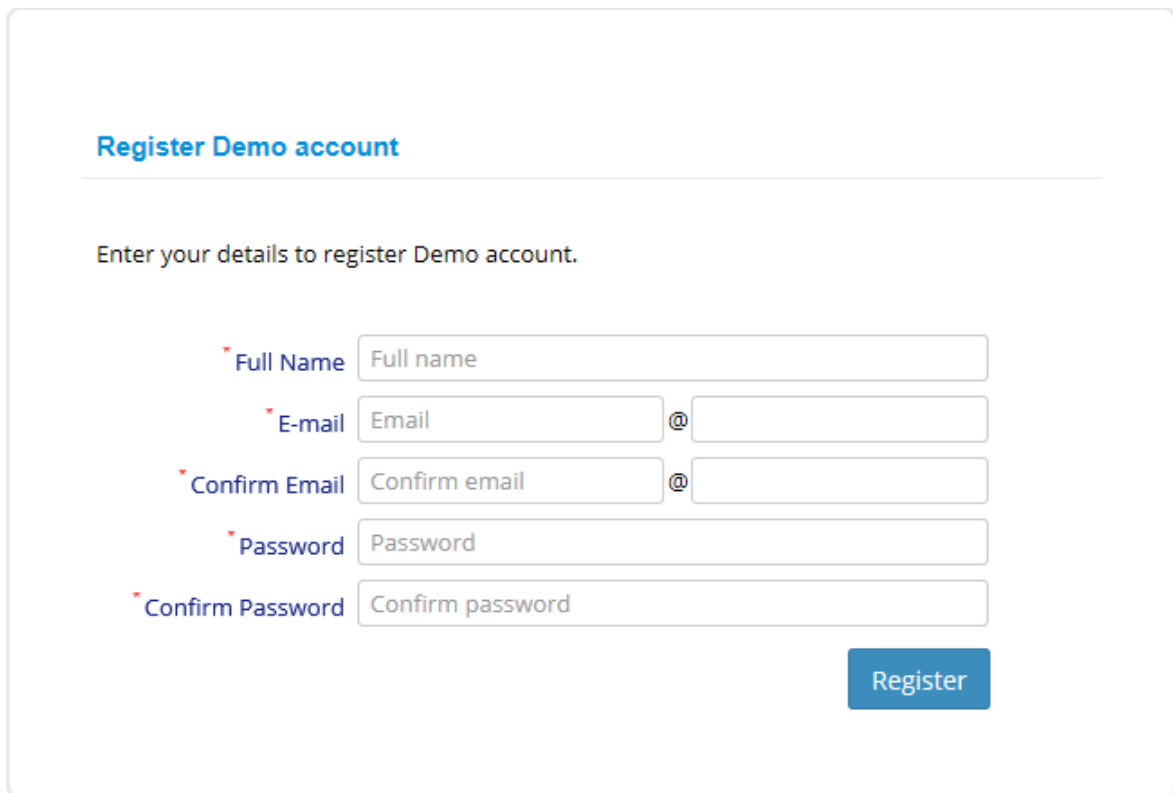


Fig 2. Password recovery form.

Type **MetaTrader** user login and click **Reset My Password** button. The system will send mail to your e-mail address. To reset your password, follow the instructions in the email.

1.2 Register Demo user

To register new user use **Create Demo account** link on Login form.



The image shows a registration form titled "Register Demo account". Below the title is a horizontal line, followed by the instruction "Enter your details to register Demo account." The form contains five input fields, each with a red asterisk indicating a required field: "Full Name" (placeholder: Full name), "E-mail" (placeholder: Email, followed by an @ symbol and another input field), "Confirm Email" (placeholder: Confirm email, followed by an @ symbol and another input field), "Password" (placeholder: Password), and "Confirm Password" (placeholder: Confirm password). A blue "Register" button is located at the bottom right of the form.

Fig. 3. Register Demo user form.

Type form fields and click **Register** button. After registration complete, the system will send an email to specified e-mail address. Follow instructions in email to activate your account. To log in to the system use Login from the email.

1.3 User management

To access the user control panel, click on the user name in the right top corner.

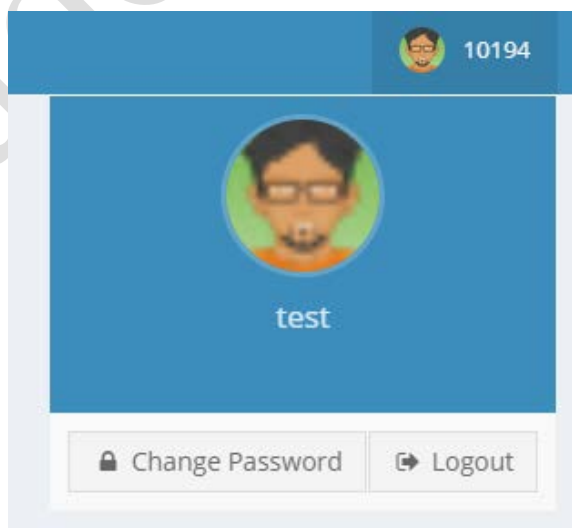
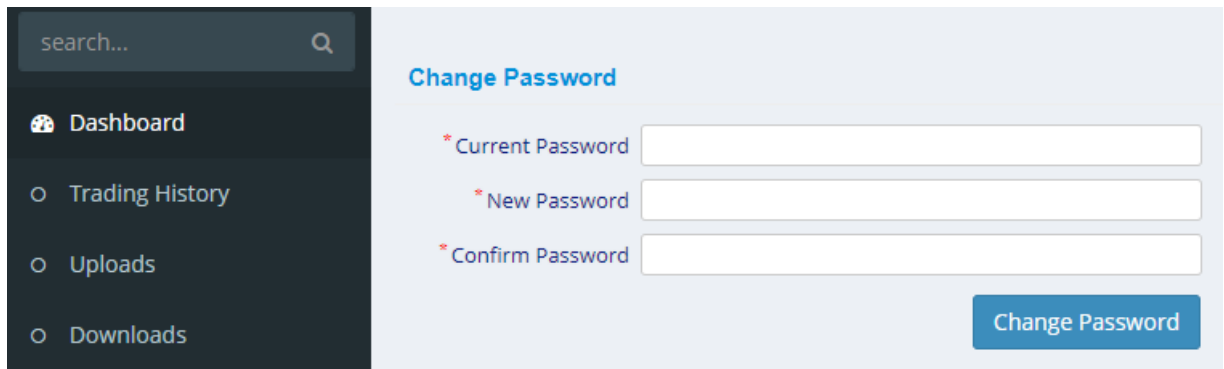


Fig. 4. Control panel

1.3.1 Password change

To change your password, click **Change Password** button.



The screenshot shows a web interface for changing a password. On the left is a dark sidebar with a search bar and menu items: Dashboard, Trading History, Uploads, and Downloads. The main content area is light blue and titled "Change Password". It contains three input fields: "* Current Password", "* New Password", and "* Confirm Password". A blue "Change Password" button is located at the bottom right of the form.

Fig. 5. Change password form.

Type your old password and new password and click **Change Password** button.

1.3.2 Logout

To log out, click **Logout** button.

TradeToolsFX

2 DASHBOARD

The **Dashboard** displays general user information.

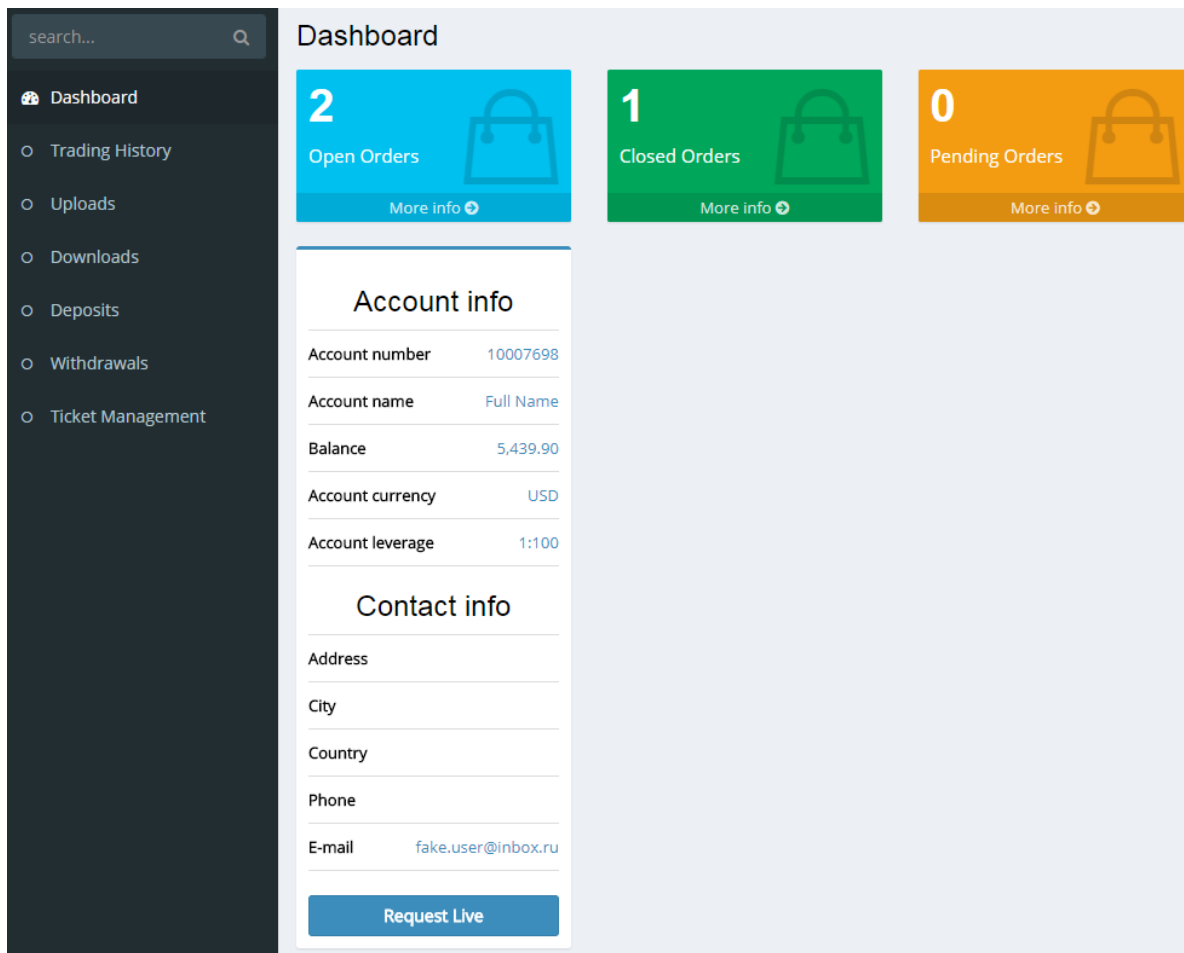


Fig. 6. Dashboard.

2.1 Actions

Request Live – request to create **Live** account.

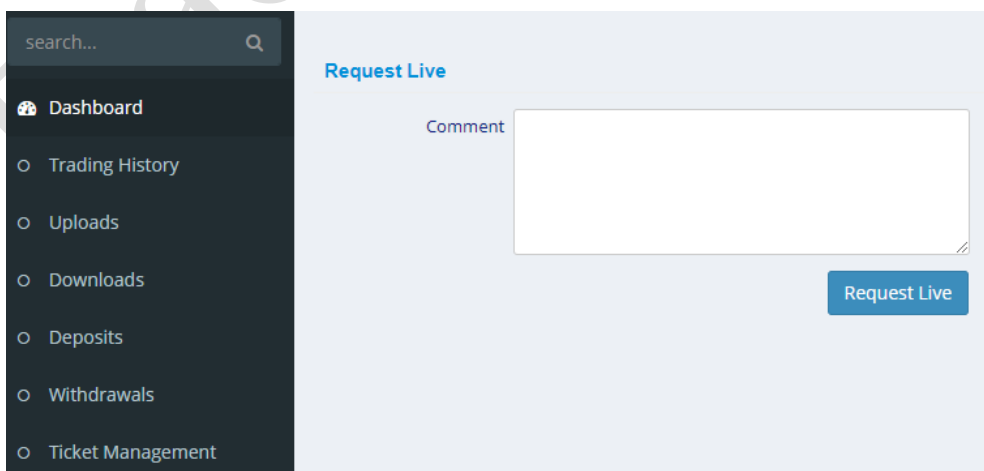


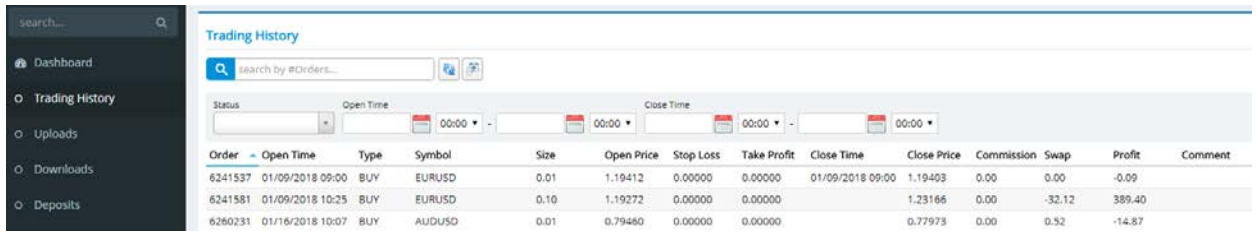
Fig. 7. Request Live form.

To send a request, type your comment in the **Comment** field and press **Request Live** button.

3 TRADING HISTORY

The **Trading History** shows **MetaTrader** balance transaction made by user.

3.1 List



Order	Open Time	Type	Symbol	Size	Open Price	Stop Loss	Take Profit	Close Time	Close Price	Commission	Swap	Profit	Comment
6241537	01/09/2018 09:00	BUY	EURUSD	0.01	1.19412	0.00000	0.00000	01/09/2018 09:00	1.19403	0.00	0.00	-0.09	
6241581	01/09/2018 10:25	BUY	EURUSD	0.10	1.19272	0.00000	0.00000		1.23166	0.00	-32.12	389.40	
6280231	01/16/2018 10:07	BUY	AUDUSD	0.01	0.79460	0.00000	0.00000		0.77973	0.00	0.52	-14.87	

Fig. 8. List of transactions.

search... - search by ticket.

3.1.1 Filters

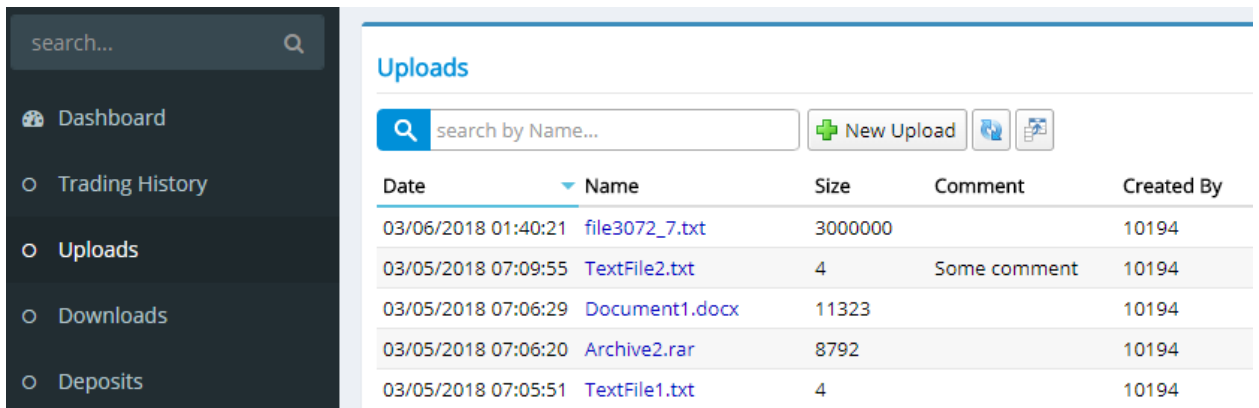
Time – filtering by deal date and time.

TradeToolsFX

4 UPLOADS

Uploads allows you to upload documents for the manager.

4.1 List



Date	Name	Size	Comment	Created By
03/06/2018 01:40:21	file3072_7.txt	3000000		10194
03/05/2018 07:09:55	TextFile2.txt	4	Some comment	10194
03/05/2018 07:06:29	Document1.docx	11323		10194
03/05/2018 07:06:20	Archive2.rar	8792		10194
03/05/2018 07:05:51	TextFile1.txt	4		10194

Fig. 9. List of uploads.

search by Name... - search by upload Name.

New Upload – Adding new upload.

4.2 Create / view upload

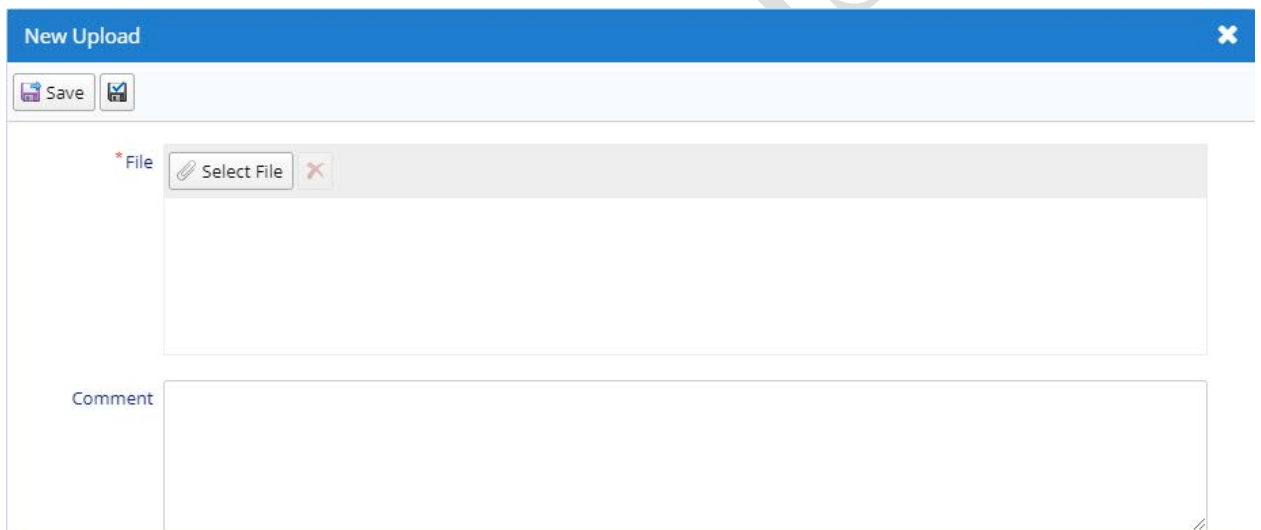


Fig. 10. Upload creation form.



Fig. 11. Upload view form.

4.2.1 Fields

Date – upload adding date and time.

Name – upload name.


File – uploaded file. **The maximum file size is 3MB!**

Comment – upload comment.

Created By – upload creator.

4.2.2 Actions

Save – save changes and close the form.

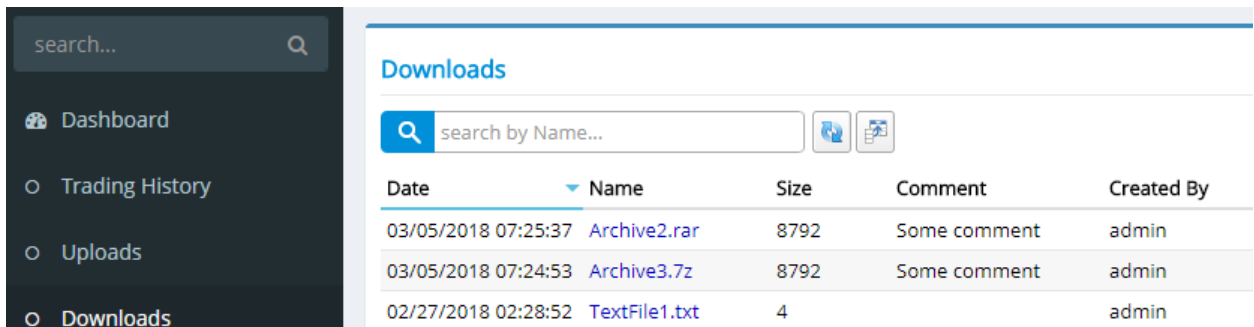
Apply changes  – save changes (form remains open).

TradeTools

5 DOWNLOADS

Downloads allows you to download files uploaded by manager, for example, terminal installation packages.

5.1 List



Date	Name	Size	Comment	Created By
03/05/2018 07:25:37	Archive2.rar	8792	Some comment	admin
03/05/2018 07:24:53	Archive3.7z	8792	Some comment	admin
02/27/2018 02:28:52	TextFile1.txt	4		admin

Fig. 12. List of downloads.

search by Name... - search by download name.

5.2 View download



View Download (Archive2.rar)

Name:

File:

 Archive2.rar

Comment:

Date:

Created By:

Fig. 13. Download view form.

5.2.1 Fields

Name – download name.

File – uploaded file.


Comment – download comment.

Date – download adding date and time.

Created By – download creator.

5.2.2 Actions

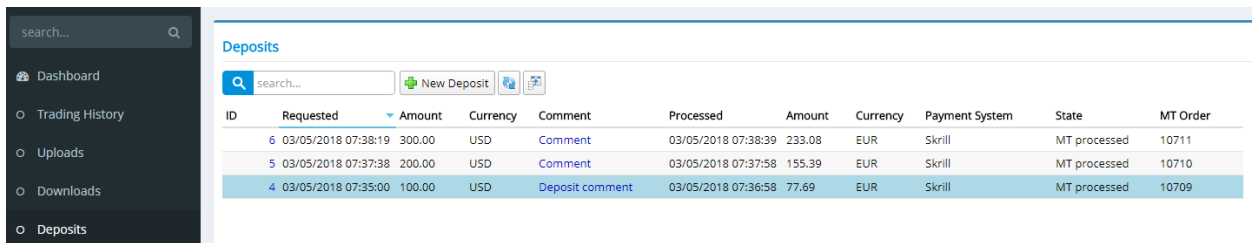
Save – save changes and close the form.

Apply changes  – save changes (form remains open).

6 DEPOSITS

Deposits allow you to replenish user account using online payment systems.

6.1 List



The screenshot shows a 'Deposits' page with a search bar and a 'New Deposit' button. Below is a table of deposit transactions:

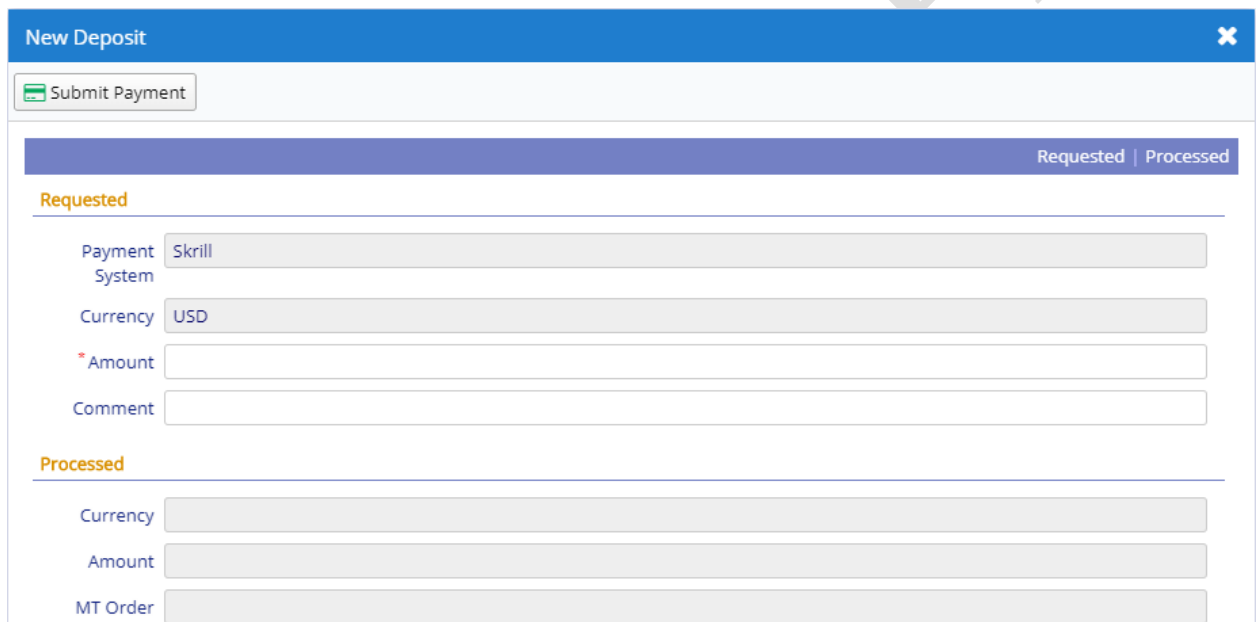
ID	Requested	Amount	Currency	Comment	Processed	Amount	Currency	Payment System	State	MT Order
6	03/05/2018 07:38:19	300.00	USD	Comment	03/05/2018 07:38:39	233.08	EUR	Skrill	MT processed	10711
5	03/05/2018 07:37:38	200.00	USD	Comment	03/05/2018 07:37:58	155.39	EUR	Skrill	MT processed	10710
4	03/05/2018 07:35:00	100.00	USD	Deposit comment	03/05/2018 07:36:58	77.69	EUR	Skrill	MT processed	10709

Fig. 14. List of deposit transactions.

search... – search by comment.

New Deposit – create a new deposit transaction.

6.2 Create / view deposit transaction



The 'New Deposit' form is divided into two sections: 'Requested' and 'Processed'.

Requested Section:

- Payment System:
- Currency:
- * Amount:
- Comment:

Processed Section:

- Currency:
- Amount:
- MT Order:

Fig. 15. Deposit transaction creation form.

View Deposit (Comment)
✕

Requested | Processed

Requested

Payment System:

State:

Currency:

Requested:

Amount:

Comment:

Processed

Currency:

Processed:

Amount:

MT Order:

Fig. 16. Deposit transaction view form.

6.2.1 Fields

6.2.1.1 *Requested*

Payment System – online payment system. Only Skrill is supported now (www.skrill.com).

State – deposit transaction state. Next values are available:

- **New** – new created transaction;
- **Processing** – transaction is processing in the payment system;
- **Processed** – transaction was processed in the payment system;
- **Cancelled** – transaction is cancelled in the payment system;
- **Failed** – transaction processing error in the payment system;
- **MT processing** – transaction is processing in the **MetaTrader**;
- **MT error** – transaction processing error in the **MetaTrader**;
- **MT processed** – transaction processing successfully completed.

Currency – request currency, is taken from user settings.

Requested – transaction creation date and time.

Amount – requested deposit amount.

Comment – comment.

6.2.1.2 *Processed*

Currency – transaction currency, corresponds to the recipient's account currency in the payment system.

Processed – transaction processed date and time.

Amount – transaction amount.

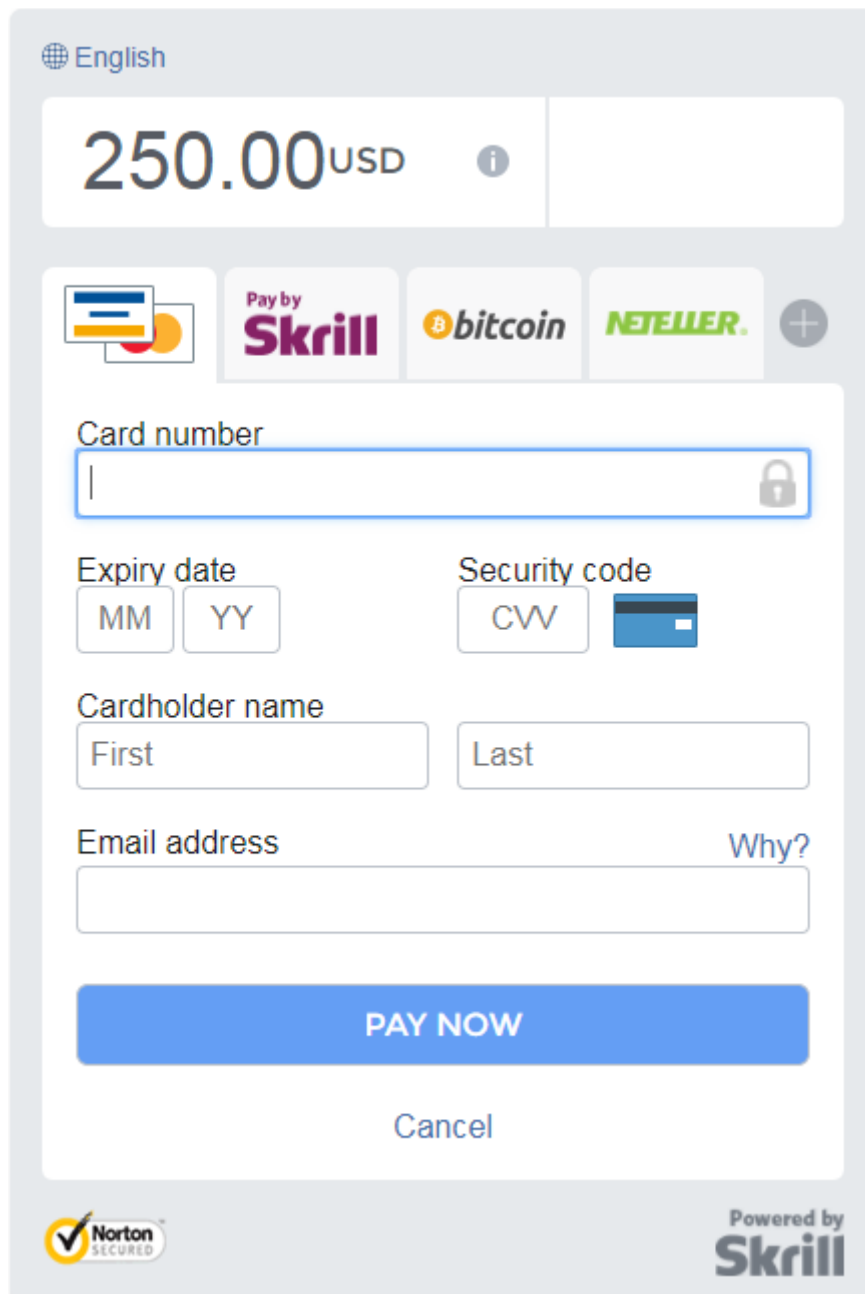
MT Order – **MetaTrader** balance transaction ticket.

6.2.2 Actions

Submit Payment – submit request to payment system.

6.2.3 Processing in the payment system (Skrill)

When you submit deposit request to payment system you go to the site of the payment system.



English

250.00 USD

Pay by Skrill bitcoin NETELLER

Card number

Expiry date MM YY Security code CVV

Cardholder name First Last

Email address Why?

PAY NOW

Cancel

Norton SECURED Powered by Skrill

Fig. 17. Skrill quick checkout page.

6.2.3.1 Fields

Card number – card number of payer.

Expiry date, Security code, Cardholder name – data from the payer’s payment card.

Email address – e-mail address for notifications.

6.2.3.2 Actions

PAY NOW – make a payment.

Cancel – cancel payment, return to the Trader Portal.

6.3 Successful completion of transaction processing in the payment system

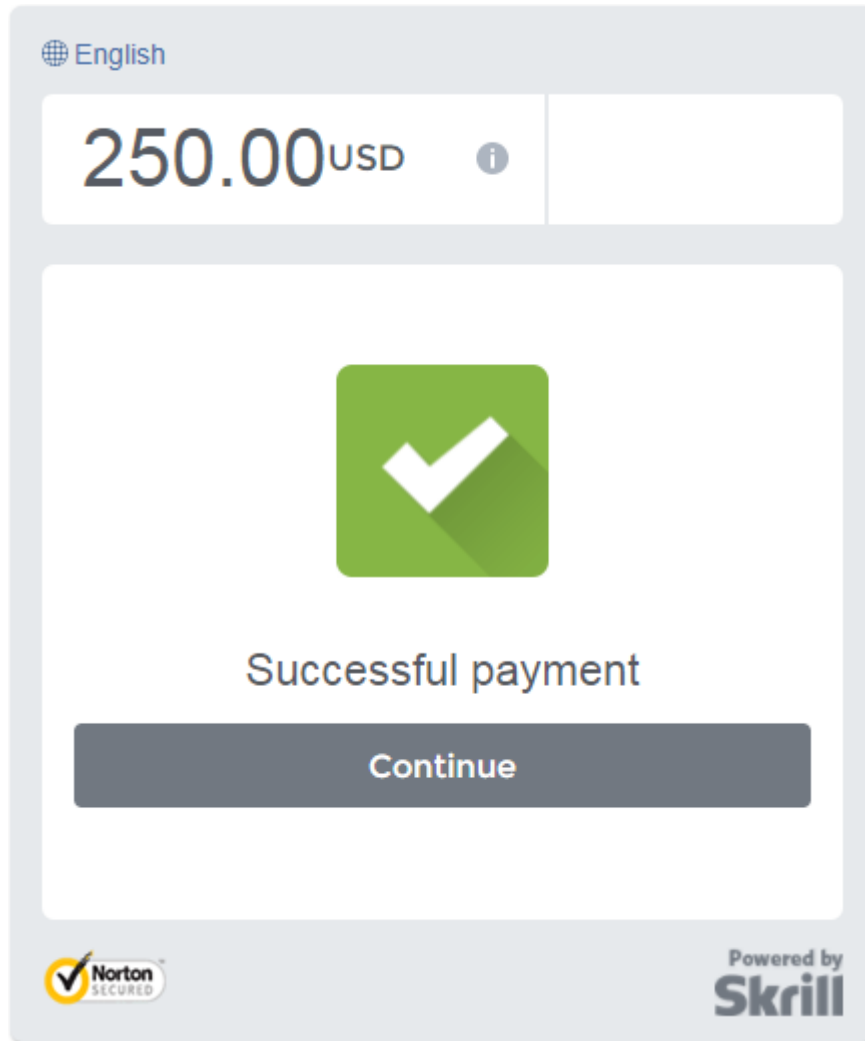


Fig. 18. Successful completion of transaction processing in the Skill.

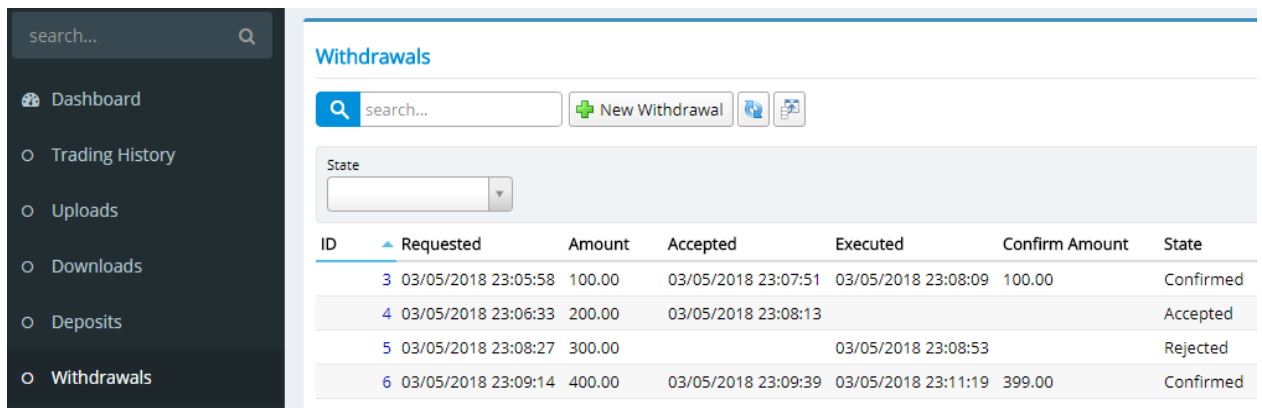
Continue – return to Trader Portal.

7 WITHDRAWALS

This section is designed to withdraw funds from the client's account.

The withdrawals of funds is made in two steps: creation of the request by the client; request processing by the manager.

7.1 List



ID	Requested	Amount	Accepted	Executed	Confirm Amount	State
3	03/05/2018 23:05:58	100.00	03/05/2018 23:07:51	03/05/2018 23:08:09	100.00	Confirmed
4	03/05/2018 23:06:33	200.00	03/05/2018 23:08:13			Accepted
5	03/05/2018 23:08:27	300.00		03/05/2018 23:08:53		Rejected
6	03/05/2018 23:09:14	400.00	03/05/2018 23:09:39	03/05/2018 23:11:19	399.00	Confirmed

Fig. 19. List of withdrawal requests.

search... – search by requested amount.

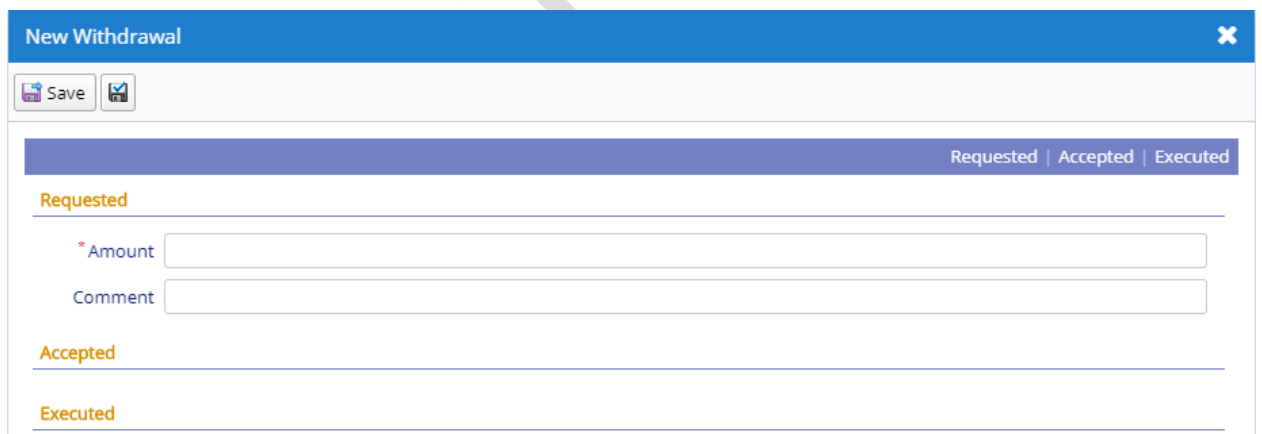
New Withdrawal – create a new withdrawal request.

7.1.1 Filters

State – filtering by request state. Available values:

- **Requested** – newly created request;
- **Accepted** – request is accepted by the manager;
- **Confirmed** – request is executed by the manager;
- **Rejected** – request is cancelled by the manager.

7.2 Create / view requests



New Withdrawal
✕

Save
✉

Requested | Accepted | Executed

Requested

* Amount

Comment

Accepted

Executed

Fig. 20. Withdrawal request creation form.

View Withdrawal (Confirmed 399.00)
✕

Requested | Accepted | Executed

Requested

Requested

Amount

Comment

Accepted

Accepted

Accept

Comment

Executed

Executed

Confirm Amount

Execution Comment

Fig. 21. Withdrawal request view form.

7.2.1 Fields

7.2.1.1 Requested

Requested – withdrawal creation date and time.

Amount – requested amount in account currency.

Comment – comment.

7.2.1.2 Accepted

Accepted – withdrawal acceptance date and time.

Accept Comment – comment.

7.2.1.3 Executed


Executed – withdrawal cancellation date and time.

Confirm Amount – executed amount in account currency. May differ from the requested amount.

Execution Comment – comment.

7.2.2 Actions

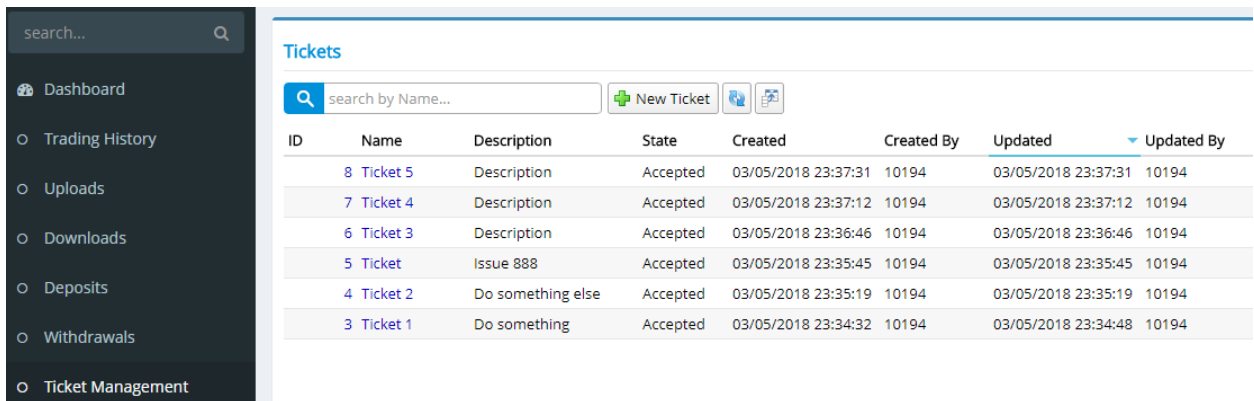
Save – save changes and close the form.

Apply changes  – save changes (form remains open).

8 TICKET MANAGEMENT

Ticket management subsystem.

8.1 List



ID	Name	Description	State	Created	Created By	Updated	Updated By
8	Ticket 5	Description	Accepted	03/05/2018 23:37:31	10194	03/05/2018 23:37:31	10194
7	Ticket 4	Description	Accepted	03/05/2018 23:37:12	10194	03/05/2018 23:37:12	10194
6	Ticket 3	Description	Accepted	03/05/2018 23:36:46	10194	03/05/2018 23:36:46	10194
5	Ticket	Issue 888	Accepted	03/05/2018 23:35:45	10194	03/05/2018 23:35:45	10194
4	Ticket 2	Do something else	Accepted	03/05/2018 23:35:19	10194	03/05/2018 23:35:19	10194
3	Ticket 1	Do something	Accepted	03/05/2018 23:34:32	10194	03/05/2018 23:34:48	10194

Fig. 22. List of tickets.

search by Name... – search by name.

New Ticket – create a new ticket.

8.2 Create / view ticket

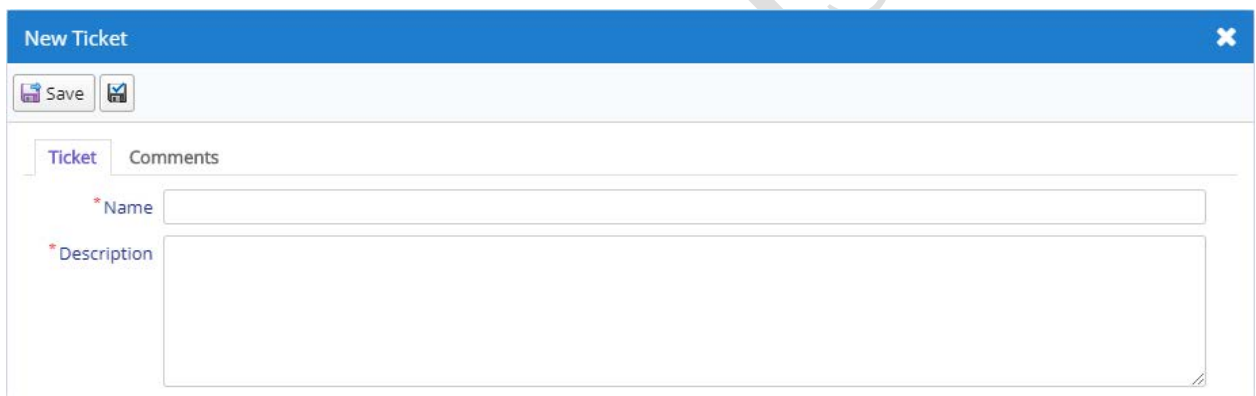


Fig. 23. Ticket creation form.

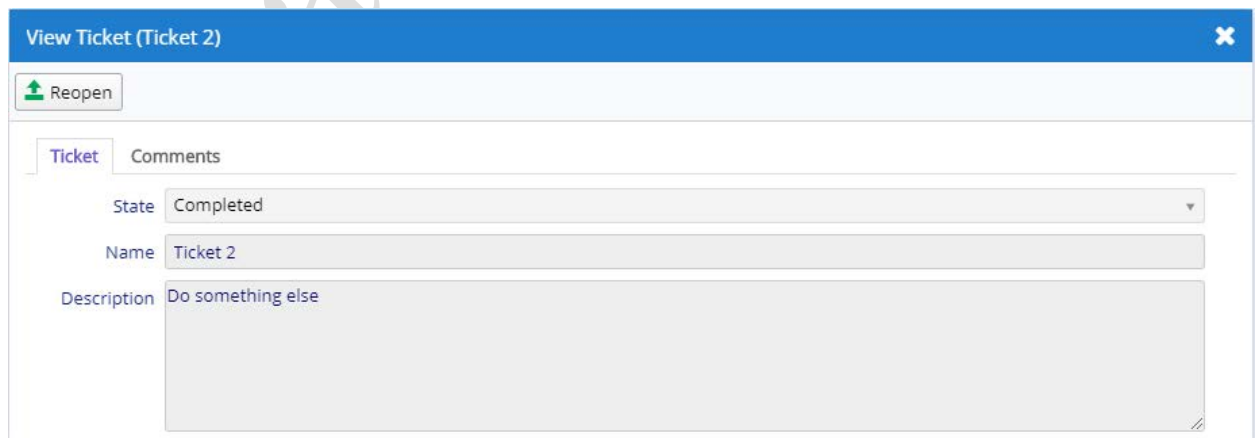


Fig. 24. Ticket view form. Tab **Ticket**.

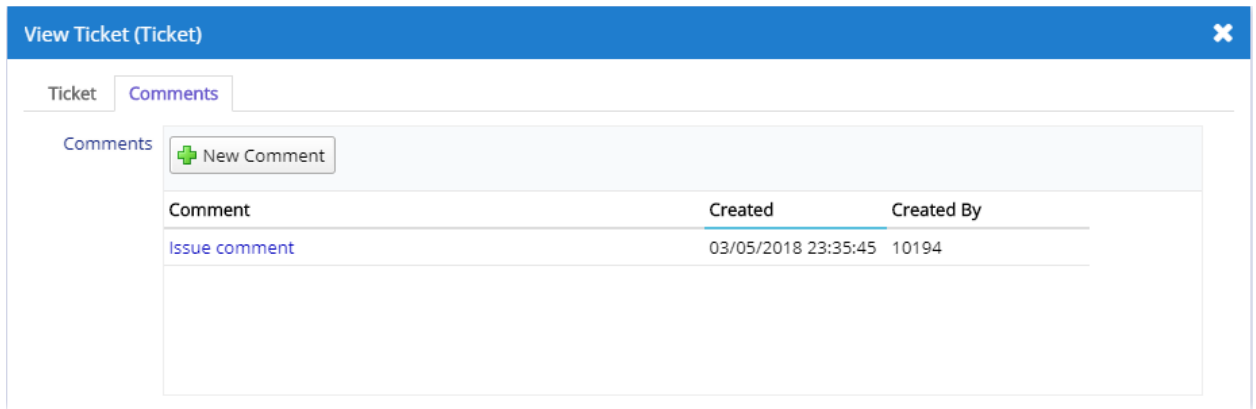


Fig. 25. Ticket view form. Tab Comments.

8.2.1 Fields

State – ticket state. Available values:

- **Accepted** – ticket is accepted by the system;
- **In Progress** – ticket is in progress;
- **Completed** – ticket is completed;
- **Cancelled** – ticket is cancelled.


Name – ticket name.

Description – ticket description.

Comments – comments.

8.2.2 Actions

Save – save changes and close the form.

Apply changes  – save changes (form remains open).

Reopen – reopening of the ticket. Available if status is **Completed**.

New Comment – adding new comment.

TradeToolsFX

8.3 Add / view comments

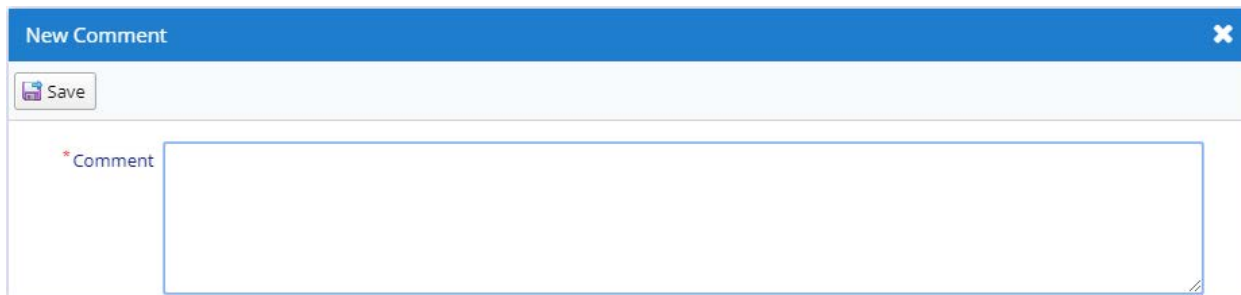


Fig. 26. Comment adding form.



Fig. 27. Comment view form.

8.3.1 Fields

Comment – comment text.

Created – comment creation date and time.

By – comment creator.

8.3.2 Actions

Save – save changes and close the form.

TradeTools