



How to use QUIK

Short instruction

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This instruction helps you quickly become skilled with the **QUIK workbench**. The *QUIK User's Guide* (<http://www.quik.ru/depot/quikref.zip>, currently available in Russian only) describes all program features in more details.

1. How to install the program

1. Get the QUIK installation kit. If you intend to use the workbench for working with a broker then it is necessary to get the installation kit from the broker, as it contains server-specific settings. In other cases, it is sufficient to download the installation kit from the developer's site www.quik.ru.
2. Start the installation executable file and follow the instructions. After the installation process is over, the QUIK folder is created in the **Start/Programs** Windows menu.
3. The program is installed. For the convenient use of the program, it is recommended to copy the **Start/Programs/QUIK** menu item to a desktop icon.



Frequently asked questions:

- How can I upgrade the program?

To upgrade the program, you need not remove the old version and install the renewed one from the installation kit. QUIK has an automated upgrading procedure that starts itself when a new program release appears on the developer's (broker's) site. For more details, please refer to [How to upgrade the program](#) section.

2. How to create and register an access key

1. After the program is installed, you must create your personal access keys for authorization on the QUIK server. In the Windows menu, select **Start/Programs/QUIK** and start Key generation (the KEYGENENG.EXE file).
2. Insert an empty floppy into a disk drive. You can use another removable data medium, for example, a flash memory card. For correct key creation, follow the program's instructions on the screen.
3. **Step 1:** The "Fill in the name for the secret key" textbox contains a path and a name for the file with the key being created. As a rule, the path need not be changed. Still, if the keys are created not on the floppy in the A: disk drive, type or select the new path. The "Fill in the name for the public key" textbox must be filled in the same way.
4. Type your name in the "Key owner's name" textbox. The following specification format is recommended:

First name, Last name, Company or town, (login)

5. Type your password in the "Password for protection the key" textbox. It is recommended that the password be no shorter than five characters. While typing, take note of the language and the capitalization mode used in the password. It is recommended that the special symbols be not used, since they can be placed differently on different keyboards.
6. Click **Next>>** to shift to **Step 2**. Retype your password in the "Password for protection the key" textbox. Click **Next>>** again to shift to the next Step of the key generation. If the password is retyped erroneously, the program alerts you.
7. **Step 3** and **Step 4** are omitted. **Step 5** shows parameters of the key being created. Click **Finish** to start the key generation. The Random Bits Input window will appear. To generate the key, press arbitrary keys on the keyboard. The remaining number of keystrokes is indicated in the window. After typing is over and the window is closed, click **Finish** to quit the program.
8. After the keys are created successfully, two files are saved to the floppy: the private key's file SECRING.TXK and the public key's file PUBRING.TXK.
9. The PUBRING.TXK file must be sent to the QUIK server administrator for the access authorization.

* Remember and follow the Security Rules:

1. Keep the floppy disk with the keys in a place inaccessible to unauthorized persons, do not pass the floppy to other people, and let no one know the access password.
2. Let NOBODY access the private file SECRING.TXK on the floppy. It is recommended that the public file PUBRING.TXK be handed to your broker only.
3. If you suspect that the private access key has been disclosed, inform your broker about this fact immediately, and create and register a new access key.

Frequently asked questions:

- How can I run two QUIK workbenches on the same computer?

Install two distribution kits in different folders. For the convenient use, create two desktop icons for starting the INFO.EXE file from two different folders.

You should not start the same info.exe file twice, because information processing will be corrupted.


- How can I move the keys from the floppy to a hard disk (for example, for working on a laptop without a floppy drive)?

Copy the PUBRING.TXK and SECRING.TXK files from the floppy to a folder on a hard disk, for example C:\KEYS.

Edit the QCRYPTO.CFG file in the folder containing QUIK files: prior to the first section with square brackets, insert two lines with a path to the folder containing the keys. For example,

```
Pubring=C:\keys\pubring.txk  
Secring=C:\keys\secring.txk
```

3. How to set up a connection to the server

1. To connect to the QUIK server, click  on the Toolbar. In the window that appears,
 - Select a connection (by default, the one most recently used is shown).
 - In the User Name field, type your name, which must be a substring of the "Key owner's name" typed during the key generation. For example, if "Key owner's name" is "John Smith NY", then "Smith" will do for establishing a connection.
 - In the User Password field, type your password, which is the one typed during the key generation.
 - Click **Enter** to establish the connection to the server.
2. If an attempt to establish a connection fails, then it is possible that Internet access is provided through a firewall. To set up connections through a firewall, click **Internet-connection** on the **Settings** menu. It is recommended to adjust these settings with the help of a network administrator. For more details, please refer to the *QUIK User's Guide*, Section 1.7.
3. If there is no suitable connection on the list, then you can create it as follows:
 - On the **Connection** menu, click **Available connections**;
 - In the window that appears, click **Add**;
 - In the new window, type the new connection's parameters and click **Ok**. The new connection will be added to the list. To close the window, click **Save**.

Frequently asked questions:

- How can I set up a connection to a new port?

On the **Connection** menu, click **Available connections**; select a connection and click **Change**. Type a new port number and click **Ok**. In the list, the connection's settings will be changed. To close the window, click **Save**.

Another way is to create a new connection with a different port number. Select a connection from the list and click **Create**. In the window that appears, change the connection's name (to distinguish it from the previous one) and the port number, and then click **Ok**. The new connection will be added to the list. To close the window, click **Save**.

- How can I set up an automatic connection to the server?

On the **Settings** menu, click **Internet-connection**. Select the "Restore connection automatically in .. seconds" check box and set up the wait-time in seconds. The "from..." and "to..." spin boxes must contain the trading session's opening time and closing time; the "With last connection parameters only" check box must be selected. For more information about settings, please refer to the *QUIK User's Guide*, Section 1.6.

- How can I check whether there is a firewall in the network?

On the **Start** Windows menu, click **Run**; in the Open text box, type

```
command
```

then click **Ok**. In the window with the DOS command line, type *ping [server ip-address]*. For example,

```
ping 193.178.135.25
```

If this command returns an error (for example, "Wrong IP-address" or "Server is unavailable") then it is most likely that the Internet access is provided through a firewall.

4. How to customize the working area

The QUIK installation kit contains the default area settings that include the most frequently used tables and two tabs that switch the area's default tabbed pages. You can customize the tables' layout. On quitting the program, the windows layouts are saved automatically.

Actions available on a table are shown on the **Tables** menu and on a shortcut menu; the latter appears after a click with the right mouse button in the table.

To customize a table of any type, click  on the Toolbar or press CTRL+E.

The main tables are:

Table	Contents	Command
Quotes table	The last values of the current trading session's parameters	Tables/Quotes
All Trades table	Trades on all instruments by all traders	Tables/All trades
Level II Quotes table	Queue of buy- and sell-orders on the selected instrument	Double-click on the Quotes table
Equity Limits table	Money assets available for operations at the stock market	Limits/Equity limits
Security Limits table	Security assets available for operations at the stock market	Limits/Positions limits
Table of Orders	List of the user's orders	Trade operations/Own orders
Trades table	List of the user's trades	Trade operations /Own trades
Table of Stop-Loss Orders	Execution state of the user's orders	Trade operations/Stop-orders
Client Portfolio	Estimates of the assets values and of the margin level	Trade operations/Client portfolio
News	Information agencies news	News/View
Alerts window	Notifications on control events	Messages/Local alerts/Create alerts window
Trader Messages window	Messages from and to the trader	Messages/Trader messages/Trader's message window
Charts	Trade session charts	Data export/Charts/New chart

Advice on customizing the working area:

1. It is recommended that open windows do not overlap. If the area space is lacking, you can create new tabbed pages and move windows there. The most important windows can be shown on all tabbed pages. To set up this mode, click **Move to bookmark/Show for all bookmarks** on the shortcut menu.
2. For the basic table types, you can create several tables of the same type; even so, the data traffic from the server does not increase. To create a new table based on an existing one, press CTRL+N. A duplicate of the table will appear.
3. The configuration of the working area (the information about all open windows, their settings and layout) is stored in a file with the .WND extension (by default, in the INFO.WND file). If for some reason you wish to save your own area configuration into a file (for example, to copy it to another QUIK workbench), click **Save configuration to file** on the **Settings** menu and enter the filename. To load a configuration file, click **Restore configuration from file** on the **Settings** menu.
4. You can open a saved configuration without closing the previous one. In this case, tables and tabbed pages from the configuration being loaded will be added to those already existing. Thus, you can combine windows from different configurations or transfer tables and charts from one configuration to another. To enable this mode, click **General** on the **Settings** menu, then click the **Configuration files** tab, and clear the "Close all windows before loading configuration file" check box.
5. If it is necessary to filter several tables by the same parameter (for example, by client codes), open the Generic Filters Setting window by pressing CTRL+G.

5. How to create a new table

The common rules on customizing windows are:

1. To create a new window, click the corresponding menu item. For example, to create the Quotes table, click **Quotes** on the **Tables** menu.
2. In the window that appears, form the list of columns (and, in some tables, the list of rows) to be shown in the table. To add a column or a row to the table, select an item from the list of available entries and click **Add** or double-click the item from the list. If some parameters are joined into a class (entries marked with a yellow PLUS sign ("+")), then you can open the list of these parameters by clicking the PLUS sign.

* NOTES:

- For the basic table types, the parameters most frequently used to create new tables are selected by default.
 - Almost in all QUIK tables, it is possible to join data from several classes (types of trading sessions, exchanges, etc.) into one table.
3. In tables of some types, it is possible to limit the number of rows with the help of filters on the basic parameters. To set up a filter, click . In the window that appears, form the list of the parameters.



- * NOTE: If the "Exclude selected from filter" check box in a Filter Configuration window is checked, then rows not containing the selected parameters will only be shown in the table.

Hint:

- To create a new table with the same settings as those of some existing table (for example, to move the table to another tabbed page or to set up a filter), make the table active and press CTRL+N. Its duplicate will be created.

6. How to customize tabbed pages

To open the tab-customizing dialog, press CTRL+B or click **Setup bookmarks** on the **Windows** menu. In the "Available bookmarks" area, all existing tabbed pages are shown; each of them contains the list of windows pinned to this tab. In the "Available windows" area, there is the list of windows that are not pinned to tabs and are shown upon any tab. Options in the "Bookmarks placement" area specify position of the tab-panel (to the top or to the bottom, to the left or to the right from windows) and appearance of the active tabbed page.

1. To create a new tabbed page, click **Add** and enter the new page's name.
2. To rearrange tabs, select one of them and shift it through the list by clicking  or .
3. To remove the selected tabbed page, click **Remove**. All windows pinned to this tab will then be shown upon all tabbed pages.

Frequently asked questions:

- How can I move a window to another tabbed page?
On the shortcut menu of the current table, click **Move to bookmark** and select the tabbed page where the window must be moved.
- If I have forgotten which tabbed page a window is pinned to, how can I find it?
On the **Windows** menu, there is a list of all existing windows.
- How can I disable the tabbed mode?
On the **Windows** menu, click **Hide bookmarks**. Then all windows will be arranged upon the same area, overlapping.
- Is it possible to switch tabbed pages from the keyboard?
Press ALT+1 to show the first tab, ALT+2 to show the second tab, and so on.

7. How to reduce Internet traffic

Amount of information being received from the server depends on tables in use and their settings. The most data-receiving tables are Quotes and Level II Quotes (queue of orders).

Advice on saving traffic:

1. If the Quotes table is not used for exporting data or compiling charts, toggle off "Receiving the skipped data" (on the **Settings** menu, click **Data receipt from server**, then clear the "Get skipped data" check box).
2. To set up a filter on receiving data from the server for the Quotes table, click **Available securities** on the **Connection** menu. In the "Class of securities" list, select the classes in use only. In addition, you can restrict lists of instruments and parameters for all classes, by clicking **Set filter** under **Securities filter** or **Parameters filter**.
3. If the Level II Quotes table (queue of orders) for any instrument is not in use permanently, it is recommended to close it. It can be easily reopened by double-clicking on the instrument's row in the Quotes table.

8. The way to perform transactions

In general, a broker's client can perform transactions as follows:

1. The broker sets an amount of assets (**position**) available to the client at the exchange; within this position, the client can perform transactions. The position is in **money** or in **securities** and corresponds to the total amount of assets deposited by the client to the broker for trading (the "Incoming limit" parameter in the Limits table).
2. If the broker offers **margin loans** (crediting from the broker's assets in money or securities for a pledge of the client's assets), then the broker sets a **limit** on the amount of assets lent to the client (the "Incoming limit" parameter in the Limits table). Limits are set for the financial instruments for which lending is possible. To review positions and limits, refer to the Equity Limits table and the Position Limits table for the credit scheme controlling the absolute values of the limits, or to the Client Portfolio and Buy/Sell tables for the credit scheme controlling the current value of assets.

To find out which credit scheme you are using, open the Client Portfolio table. If the value of the "Client type" parameter is "Marg." then you are using the credit scheme that controls the current value of assets; if the "Client type" column is empty then you are using the credit scheme that controls the absolute values of limits.

3. The client decides which securities to buy or to sell at the exchange. Buying and selling are carried out via the QUIK system by sending to the broker an **order**, which expresses the client's consent to buy/sell the securities under the conditions specified in the order. The order is accepted by the QUIK server, is verified automatically or manually, and after that, is passed to the trading system of the exchange. The list of the registered orders is shown in the Table of Orders.
4. Orders can be in the following states:
 - "Active": if it is registered at the exchange and is put in the order queue, but is not executed or is partially executed. Such an order can be cancelled or its conditions can be modified. If an order is partially executed, only the unexecuted remainder of the order can be cancelled.
 - "Filled": if the order conditions have been completely matched, that is a **transaction** (or several transactions) has been executed under the conditions indicated in the order. An executed order cannot be cancelled.
 - "Killed": if the user has decided to cancel the order or to modify its conditions. While the order is edited, it is withdrawn from the exchange (is removed from the order queue so that it cannot be executed before editing is finished); after that, a new order with the same conditions is formed and can be edited.
5. The broker can also take from the client an order, called a **stop-order**, whose execution depends on the market price of an instrument reaching some level. Such an order contains two prices:
 - **Stop-price** is a condition of the "price of the last transaction is not greater (not less) than the specified value" form. When the condition is matched, the order is sent to the exchange as a standard limit-order.
 - **Price** is specified in the order sent to the exchange.

Before the specified conditions are matched, stop-orders are stored on the broker's sever and the client can view them in the Table of Stop-Loss Orders, edit and cancel them.

6. When putting an order, the assets necessary for its execution are blocked on the client's account. As a rule, a **transaction** is executed when there are opposite orders (to buy and to sell) in the Trading system, and their conditions match mutually. The transactions executed according to the client's orders appear in the Table of Orders.

7. The complete information on the amount of the client's assets, the market price of his/her securities and the amount of debt to the broker are shown in the Client Portfolio window. Double click a row of the table to open the Buy/Sell window: it contains the list of securities from the client's portfolio, estimates of their cost, and the number of lots available for opening a long or a short position.
8. A QUIK user can also **delay orders** with the help of the Transaction Pocket window. In this window, you can enter an order with the desired conditions without sending any to the exchange. Afterwards, at an appropriate moment, one or several orders from the Pocket can be sent to the exchange.


The stock-market operations imply executing transactions with stocks and bonds traded on the existing exchange markets.

The futures-market operations imply trading derivatives: options and futures, on the existing exchange markets.

For working on the futures market, QUIK has two additional tables:

- The Clients Limits table, which contains information on the financial instruments at the client's disposal
- The Clients Positions table, which contains information on the money assets at the client's disposal

9. How to put an order

To open the New Order window, click  on the Toolbar, or press F2, or click **New order** on the shortcut menu (in most tables), or double-click a row in these tables with the left mouse button.

The boxes to be filled are enlisted in the table below.

The "Default values" column there describes the default rules for filling the blanks when putting a new order from a table (for example, from the Level II Quotes table or from the Table of Orders). On changing an order, or on opening the window from the Tables of Orders or from the Trades table, the values are set equal to those in the selected row of the table.

The "Hot keys" column describes how to modify values without the mouse.


Boxes to be filled	Default values	Hot keys
Instrument	The value from the selected row of the table	Substitution of values from the list, according to the already-typed characters
Trade account	The uppermost account from the list	Substitution of values from the list, according to the already-typed characters
Transaction's direction (Buy / Sell)	For the Level II Quotes table, the default direction can be set up: the same as for the selected quote or the opposite one	Pressing the SPACE key reverts the direction
Price	The value from the selected row of the table	Pressing the GRAY PLUS and the CTRL+GRAY PLUS keys increases the price by one point or by ten points; pressing the GRAY MINUS and the CTRL+GRAY MINUS keys decreases the price in the same way
Market	Selecting type of order to "Market". By default, type of order is "Limit"	None
Quantity (lot=...)	The default value specified in the Default settings. For the Level II Quotes table, the default action can be set up: to take the quantity at the specified price or the sum of the best quotes	Pressing the PAGE UP and CTRL+PAGE UP keys increases the quantity by one lot or by ten lots; pressing the PAGE DOWN and CTRL+PAGE DOWN keys decreases the quantity in the same way
Client code	The default value specified in the Default settings	Substitution of values from the list, according to already-typed characters

Advice on customizing parameters for putting orders:

1. To customize the New Order window, click **General** on the **Settings** menu, and then click the **Transactions** tab.
2. In the "Setting of transaction operation" area, select "Set opposite to operation of quotation". In such a case, if entering an order from the Level II Quotes table, the Buy/Sell attribute will be opposite to that of the selected quote, by default. For example, if the "Buy" quote is selected, then the new "Sell" order will be created. Thus, you can expedite the order-putting process.
3. If several orders have some standard conditions (for example, they only differ in price and quantity of securities), use the simplified form of putting an order. This form occupies less of the screen, which is especially helpful if the screen resolution is low and if the form remains open for a long time and hides the Quote tables.
4. Putting a market buy-order. If the broker prohibits submission of the market buy-orders, use a limit buy-order with a price slightly better than the opposite. In the trading system, the order-execution rules guarantee that the order will be executed at prices of the opposite quotations starting from the best one; thus, in this case the behavior of the trading system is similar to the execution of a market order.
5. If the "Use context search in form fields" checkbox is selected then typing few first characters will select the proper item from a list.
6. In the New Order window, the Trade Account box shows the first account from the list. If you have several accounts at your disposal then it is reasonable to specify their priorities (the **Trade operations/Accounts settings** command).
7. If you prefer some standard size of orders then it can be specified in the settings (the "Default order size" box on the **Settings/General/Transactions** tabbed page).
8. If you operate under a unique client code, you may leave the Client Code box blank. If several client codes are available, then the default client code can be specified (the "Default client code" box on the **Settings/General/Transactions** tabbed page).

Frequently asked questions:


- Why cannot I put an order?

If the  Toolbar button is unavailable (appears dimmed), then putting orders for the selected financial instrument is impossible. For more information, please refer to the [Error messages](#) section.

10. How to cancel an active order

Orders are managed via the Table of Orders. The Status column shows states of orders (which are "Active", "Filled" or "Killed"). Additionally, orders are highlighted by colors:

- The "Active" ones appear in red;
- The "Filled" ones appear in blue;
- The "Killed" ones appear in black.

To cancel an active order, double-click the corresponding row of the table with the right mouse button, or press CTRL+D, or click  on the Toolbar.

To cancel several orders with the same conditions, e.g. all buy-orders for "Sberbank", click **Withdraw orders by condition** on the **Trade operations** menu or press SHIFT+ALT+D. In the window that appears, set up conditions on the orders to be cancelled and click **Cancel orders**.

For example, to cancel all active buy-orders for "Sberbank",

- In the Withdraw area, select the "Orders" checkbox.
- In the Operation area, select "Buy".
- In the Instruments area, select "Sberbank" from the "A1-Shares" class.

Frequently asked questions:

- Why does not double-clicking with the right mouse button cancel an active order?
On the **Settings** menu, click **General/Common**. In the "Right mouse button" area, select "Kill order" or "Kill order and context menu".
- How can I toggle off confirmations for canceling orders?
On the **Settings** menu, click **General/Transactions** and clear the "Ask for confirmation" checkbox. Be attentive while using this mode, since it affects the order-putting process as well.

11. How to use stop-orders

- * A **stop-order** is a pre-prepared limit-order that is sent to the trading system of the exchange when its condition (the stop-price) is matched. Stop-orders are used to limit losses if prices move in the direction opposite to the expected.
- * The **stop-price** is a condition on order execution in the form of the threshold value for the price of the last transaction on an instrument. Until the condition (the stop-price) is matched, such an order is stored on the QUIK server.

Stop-orders are managed through the Table of Stop-Loss Orders; this table shows execution states of the contingent orders. After the stop-price condition is matched, the stop-order is deemed executed (its state in the Status column changes) and the corresponding limit-order is sent to the trading system of the exchange. The number of this limit-order appears in the Number column. Additionally, the Table of Stop-Loss Orders shows the result of processing the generated limit-order by the QUIK server and by the trading system (the Result column), and the exchange-registration number of the transaction from the All Trades table whose price has triggered the stop-order execution (the "Condition trade" column).

Types of contingent orders

QUIK supports the following types of contingent orders:

1. A **stop-limit order** is a stop-order whose execution generates a limit-order. Its role is to limit the loss when transaction prices move in the direction opposite to the expected.
2. A **stop-order with a condition on other security** is a stop-limit order whose stop-price condition is checked for one instrument, but the limit-order which is actually executed contains another instrument. It is used in specific trading strategies, for example, when the condition of a stop-order for a futures contract depends on the price of the underlying security.
3. A **stop-order with a linked order** consists of two orders for the same instrument, of the same direction, and of the same volume. The first order is a stop-limit order; the second one is a limit-order. This type of orders is meant for closing positions. The stop-order is used to limit the loss, and the limit-order is used to close positions as scheduled. The advantage of linked orders is that limits are blocked once: for execution of the limit order and of the stop-order. If the position is closed in any direction, the order of the opposite direction is automatically cancelled. If one of the orders is partially executed, the other one is cancelled completely.

4. A **take-profit order** is an order with condition "to execute if the price grows worse than the price maximum (for sell) or minimum (for buy) by the specified amount of points". This type of orders is meant for closing open positions with most profit. The order acts as follows: after the last transaction's price reaches the stop-price value, it is compared with the maximum (minimum) of the last price. If the difference to worst exceeds the specified value, then a limit-order, whose price is less (for sell) or greater (for buy) than the last transaction's price by a specified spread, is put. Values of the difference and the spread can be specified in points or in percents.
5. An **on-execution order** is a contingent order, which is only activated (the QUIK server starts to check its stop-price) if a specified active order (if-order) is executed first. Such an order may be used for closing a position opened by an if-order.

The QUIK system admits two types of on-execution orders: stop-limit on-execution orders and take-profit on-execution orders. After an if-order is executed, these generate respectively a stop-order or a take-profit order, with standard parameters.

Period of a stop-order's validity

Stop-orders have the additional parameter (the Expiry column); it can take one of the following values:

- Until the end of the current trading session
If an order is not executed during the current trading session, it is cancelled. This value of validity is set by default. The "Expiry" checkbox in the New Stop Order window is cleared.
- Until a specified date
A stop-order is valid until the specified date. The "Expiry" checkbox is checked, and the expiration date is specified in the "To..." combo box.
- Until cancelled
Validity of a stop-order is not limited. The order is valid until it is cancelled by the user or its execution conditions are matched. Both the "Expiry" checkbox and the "GTC" option are selected.

Actions with stop-orders available from the Stop-orders table

These actions with stop-orders are available in the Table of Stop-Loss Orders:

- To put a new stop-order with the same conditions as in the selected order, double-click the latter with the left mouse button.
- To cancel an active stop-order, double-click it with the right mouse button.
- To put a new stop-order, press F6.
- To activate a stop-order (to execute it forcedly), press ALT+F6.
- To replace (to edit) a stop-order, press CTRL+A.
- To cancel a stop-order, press CTRL+D.

Advice:

1. For a "Buy" stop-order, it is recommended to set the order-price few points higher than the stop-price, so that the order can be executed if the transaction price rises.
2. For a "Sell" stop-order, it is recommended to set the order-price few points lower than the stop-price.
3. While specifying orders and stop-prices, be attentive not to put a stop-order with the already matched conditions.

12. How to use local alerts

* **Alerts** are meant to inform you that the trading parameters have reached specified values or that some orders and stop-orders have been executed.

To create an alert on a market parameter value, point to the parameter in the Quotes table and, on the shortcut menu, click **Create alert on [parameter]**. In the "Alert condition" box of the window that appears, specify the direction in which the parameter should move (" \leq " or " \geq ") and type in the threshold value of the parameter.

To create an alert on order execution, open the Table of Orders, point to the order and, on the shortcut menu, click **Create alert on order**. The alerts on stop-orders from the Table of Stop-Loss Orders are created in the same way.

The created alerts appear in the Alerts window, which is opened automatically when you create the first alert or can be invoked with the **Local alerts/Create alerts window** command of the **Messages** menu.

The program warns about an event for which an alert has been created, in one of the following ways: either plays a sound, or adds a blinking icon to the status bar (makes the application icon in the task bar to blink), or opens the window with the list of alerts. To set up the action, click **General/ Messages** on the **Setting** menu and select one of the "Upon executing local alert" options. For more details on alert setup, please refer to the *QUIK User's Guide*, Section 3.9.6.

13. How to use the Transactions Pocket

* The **Transactions Pocket** is a special table for entering delayed orders (the orders that are not immediately sent to the trading system).

To create this table, click **Transactions pocket** on the **Trade operations** menu, then click **Create pocket**. Then select a security class and the type of the transaction stored in the Pocket; these settings determine the set of order parameters and the set of columns that appear in the table. The Pocket stores all values of the order parameters; nonetheless, you can specify the most important parameters only to be shown in the table.

To put a new order, double-click with the left mouse button. To cancel an order, double-click with the right mouse button.

Commands available on the shortcut menu are:

- Click **Insert into the pocket** to add a new order to the table.
- Click **Change in the pocket** to modify an order.
- Click **Load orders from file** to add orders from a text file to the table. The format of the imported file must correspond to that of the Table of Orders file.
- Click **Load stop-orders from file** to add stop-orders from a text file to the table. The format of the imported file must correspond to that of the Table of Stop-Loss Orders file.
- Click **Remove from pocket** to delete the selected order from the table.
- Click **Clear pocket** to delete all orders from the table.
- Click **Get from the pocket** to send the selected order to the trading system.
- Click **Get all from the pocket** to send all orders from the table to the trading system.

* NOTE: An order sent to the trading system cannot be automatically deleted from the table.

Advice:

1. The Transactions Pocket is helpful in the following situations:
 - A large number of orders are entered simultaneously at the beginning of a trading session. For example, orders from clients can be received in the vocal form and stored in the Transaction Pocket before the session beginning, and after that simultaneously sent to the trading system with the help of the **Get all from the pocket** command.
 - Unexecuted orders are transferred to the next day. Before the trading session is closed, configure the Table of Orders to show active orders only and save its contents into a file.
2. The required confirmation for each order conditions will make the simultaneous submission of a large number of orders laborious. To avoid this, click **General/Transactions** on the **Settings** menu, and clear the "Ask for confirmation" checkbox.
3. If it is necessary to create different groups of orders to be sent to the exchange simultaneously, create several Transaction Pockets (for example, separate tables for different types of trading sessions). To simplify managing several similar tables, you can name them at your discretion (the Table Name text box in the Edit Transactions Pocket window).
4. You can move orders of all types ("Active", "Filled", or "Killed") from the Table of Orders and from the Table of Stop-Loss Orders to the Transaction Pocket, using a drag-and-drop operation. To move an order to the Pocket,
 - Point to the order in the Table of Orders (or in the Table of Stop-Loss Orders) and press the left mouse button.
 - Keep the left mouse button pressed and move the pointer to the Transaction Pocket.
 - Release the left mouse button. The order will appear in the table.

14. How to plot charts

QUIK allows you to plot charts of the following basic types:

1. The chart of price and volume changes in the last transaction (basing on the All Trades table)
To plot this chart, point to the row in the Quotes table and click **Price and volume chart** on the shortcut menu.
2. The chart of changes in any numeric parameter from the Quotes History window
To plot this chart, point to the parameter's value in the Quotes table and click **Chart [parameter]** on the shortcut menu.

There are two types of charts: **interval** charts (each chart segment represents the change in the parameter during some standard time interval) and **tick** charts (each parameter movement is represented by a new chart segment).


The horizontal scale of a chart is determined by the value selected under the **Scaling** command (on the shortcut menu) or is calculated automatically if the **Zoom reset** check command is selected.

The vertical scale of a chart is calculated automatically so that the chart would occupy all the plotting area. You can adjust the relative sizes of multiple plotting areas on the same chart (for example, for the price chart and for the volume chart) by dragging the area separator. You can drag the vertical axes of charts also.

Trends and indicators of technical analysis

Special Toolbar manages trends and indicators, and controls chart scale. To make it visible, select **Graph** on the Toolbar's shortcut menu.

To superpose trends or Fibonacci lines onto a chart, click the corresponding button on the Toolbar and then, holding the left mouse button pressed, draw the line on the chart.

To superpose indicators of technical analysis, click  on the Toolbar or **Add graph (indicator)** on the shortcut menu; select **Graph's type**; select area (a new or existing window); and click **OK**. On the Common tab of the [*Instrument*] [*Type*] Properties window, set up the indicator's appearance; on the optional Properties tab, you can set up calculation parameters.

Actions available with charts are:

- To edit a chart, double-click it.
- To view the Help window, which contains values of the numeric parameters for the pointed segment of the chart, point to the chart.
- To adjust the scale width, drag the vertical scale leftward or rightward.
- To start plotting a trend line, hold down SHIFT and click the chart.
- To move the chart line within the window or to change its length and slope angle, drag the trend line or, respectively, its end-point.
- To copy a trend line, translating it parallel or changing its slope and length, hold down CTRL and drag the trend line or, respectively, its end-point.

Frequently asked questions:

- Which of the two possible tables ought be the data source for a chart?

For charts of the transaction price and volume, it is recommended to use the Trades table since it contains the complete information on the executed transactions. For other parameters, the Quotes History table will do.

- How can I rename parameters in a chart's legend?

On the shortcut menu, click **Graph settings/[Chart title]**, and change the text in the "Legend" box.

- How can I change the line's color or style on the plotted chart?

On the shortcut menu, click **Graph settings/[Chart title]**, and select the desired values for the "Graph type" and "Line color" parameters.

- How can I customize the background, fonts and colors for the plotted chart?

On the shortcut menu, click **Chart settings**. In the window that appears, click the **Painting settings** tab and customize the font size and colors for the chart components.

- How can I save a chart into a graphics file?

On the shortcut menu, click **Save to File**.

- How can I place two charts in the same plotting area?

- a. Plot the first chart as usual.
- b. On the shortcut menu, click **Add Graph (indicator)**.
- c. In the Add Graph window, click **New Data Source** button, then select the instrument.
- d. In the Window list, select "Inner Window 1" and click **OK**.

- How can I place the price and volume charts in the same plotting area?
 - a. Plot the first chart as usual;
 - b. On the shortcut menu, click **Add Graph (indicator)**.
 - c. In the "Graph's type" list, select Volume from the list of available parameters.
 - d. In the Window list, select "Inner Window 1" and click **OK**.
 - e. In the "Relation to axis" area of the [*Instrument*] [*Type*] Properties window, select "To left axis".
 - f. Click **Save**. The volume chart will be added to the price chart.

* NOTE: If it is necessary to reduce the vertical scale of a chart *n* times, click **Current pane settings** on the shortcut menu; on the "Current pane" tabbed page, in the "Left axis settings" area, clear the "Autoscaling mode" checkbox. Increase the value of the upper bound of the scale *n* times approximately. Set the value of the lower bound to 0 (zero). To apply the changes, click **Save**.

- Which is the best way to place many charts on the working area?

If you have several charts and they do not fit into the working area, pin them to separate tabs. QUIK limits the number neither of charts, nor of tabs. For the screen resolution of 800x600, it is recommended to pin 2, 3, or 4 charts to the same tab.

- How can I view the entire chart without scrolling?


On the chart's shortcut menu, click **Scaling/Zoom Reset**.

In this case, the horizontal scale does not change if the chart fits into the plotting area. If the chart fits into the plotting area no more, the horizontal scale is automatically adjusted so that the entire chart would be visible again.

15. How to load a program in the QPILE language

QUIK supports a special type of tables whose structure is described in the built-in language QPILE. These tables may contain parameters calculated with the help of mathematical formulas and the data from the standard QUIK tables.

The structure of the programmed tables (the set of available columns and rows) is described by a program stored in a text file. Such a description can be loaded from a hard disk or a floppy, or directly from the QUIK server. In general, it is necessary to create a table using the description stored on the broker's server, as follows:

1. On the **Tables** menu, click **Portfolios/Available Portfolios**; or press CTRL+F11.
2. In the window that appears, select the suitable table description; in the "Calc. timeout [sec.]" box specify the time interval (in seconds) of recalculating the table entries.
3. Click **Ok** to close the window.
4. On the **Tables** menu, click **Portfolios/View Portfolio**; or press CTRL+F12.
5. Select a table type from the "Available Portfolios" list and select columns from the list of available columns as if you were setting up an ordinary table.
6. Click **Yes**. The created table will appear on the working area. This table has the same controls as the other QUIK tables. For example, to edit the table, click  on the Toolbar or press CTRL+E.

For more details on the QPILE language, please refer to the *QUIK User's Guide*, Section 7.

Frequently asked questions:

- How can I disable data recalculations in a table?

On the shortcut menu, click **Stop calculations**; or press CTRL+F11. Then cancel the selection of the corresponding type of tables. After this, the table will contain the last calculated values.

If the same program has created several tables then recalculations will stop in all these tables.

To disable recalculations in all tables, press CTRL+F11 and clear all checkboxes.

- How can I change the interval of recalculations in a table?

On the shortcut menu, click **View portfolio settings**; or press CTRL+F11. Then change the "Calc. timeout [sec.]" value and click **Apply**.


- Why a table can be empty or contain zeros only?

Calculations of the table parameters use the Quotes table. Make sure that the data necessary for the calculations are received from the server (are not discarded by a filter on the list of parameters and securities being received).

Another possible reason for the table to be empty is that the program in the QPILE language is incorrect.

16. How to set up data export to Excel

Before setting up data export, it is necessary to start MS Excel and open the file that will receive the data. After this,

1. Open the table that contains the data to be exported, and click  on the Toolbar.
2. In the WorkBook box, specify the name (with the extension) of the MS Excel file, for example, *Book1.xls*.
3. In the **List** box, specify the sheet name from the workbook, for example, *Sheet1*.
4. In the "Top left:" boxes, specify coordinates of the MS Excel table's starting cell for starting the data transfer: Row is for the row number counting from top, Column is for the column number counting from left. Other parameters are optional, for their meaning please refer to the *QUIK User's Guide*, Section 5.1.
5. Click **Start export** to start continuous data transfer from the specified table to MS Excel.
6. Click **Stop export** to stop transferring data from the table.
7. Click **Export now** to transfer data once.
8. Click **Close** to close the window. If transferring has been started, it will continue automatically in the background.
9. Click **Cancel** to close the window without saving changes to the configuration.

Notes:

- If any setup dialog is open in MS Excel, the exported data are stored into the DDE buffer instead of MS Excel tables. If MS Excel is busy for a long time, the data transfer can be interrupted. The delay before breaking the DDE-connection (i.e. while MS Excel is busy) is adjusted by the export properties (the **Settings/Export to Excel** command).
- Since each table has individual data transfer properties, different tables can export data to different MS Excel files, sheets and cells.

- If the format of a table is modified, data export is automatically stopped and, to set up new parameters for data transfer, the export setup dialog is open.

Advice:

- To transfer data to MS Excel once, you can use the copy operation (the shortcut menu command **Copy Table** or CTRL+C). After that, switch to MS Excel and paste the data (the **Edit/Paste** command or CTRL+V).
- If it is necessary to adjust some MS Excel settings for processing the exported data, use the **Export now** button first. The data will be transferred once and will be available for setting up without an overflow of the DDE buffer and transfer interruption. After setting up is over, you can start the continuous data transfer by clicking **Start Export**.
- If you export data from several tables, it is recommended to select the **Export on CTRL+SHIFT+L** checkbox (in the Export Table to Excel window). In this case, you can start or resume data transfers from a group of tables merely by pressing this key combination.

17. How to configure export to technical analysis systems

For the detailed description of both settings of the export to technical analysis systems and the installation procedures for this software, please refer to the *QUIK User's Guide*, Section 5.3.

18. How to upgrade the program

QUIK has a built-in procedure for automatic upgrading. To enable this feature, select the **Update program version** checkbox on the **Settings/General/Common** tab. After the connection to the server is established, the program checks for new versions of the modules in use and, if any available, suggests to download and install them. That is, to upgrade the workbench, there is no need to reinstall it. To download the updated modules and let QUIK install them, click **Receive files**.

After files are downloaded to your computer, a prompt dialog will appear suggesting to restart the QUIK workbench so that the new files would replace the outdated ones. Click **Yes**. When upgrading is completed, QUIK will suggest restoring a connection to the server and will be ready to operate.

Frequently asked questions:

- Is it necessary to restart the computer to complete upgrading?
To upgrade the QUIK workbench, you need not restart your computer. QUIK will continue operating immediately after the outdated files are replaced with the new ones.
- How can I check manually whether there is a new version on the server?
Establish a connection to the server and click **Software version Update** on the **Connection** menu. If a new version has been released, the Receiving Files window will appear.
- How can I upgrade the QUIK version manually?
Establish a connection to the server and click **Receiving Files** on the **Connection** menu. In the window that appears, select Program under the File area. If there is a new version of the program, the lines corresponding to the updated modules will be highlighted with red. To start the process of downloading these files, press **Receive Files**.

19. Where to send questions and suggestions on using QUIK

Send your comments and suggestions to the info@quik.ru address or from the <http://www.quik.ru/company/contacts/support/> section on the developer's website.

20. Error messages

Name and password errors

1. Key base not found

- The program is unable to locate the file containing the keys. If the keys are stored on a floppy, check whether it is inserted into the floppy drive.
- If the keys are not stored on a floppy, make sure that they are available at the location specified in the first two lines of the settings file QRYPTO.CFG:

```
Secring = <the_full_path_to_the_file>\secring.txk  
Pubring = <the_full_path_to_the_file>\pubring.txk
```

If these lines are absent, the program searches for the files on the A: drive by default. The file paths must not contain spaces and Cyrillic characters.

- The floppy or the file containing the keys is damaged. It is impossible to use this key any more. You need to create a new access key and register it on the server.
- #### 2. User or server key not found
- The public key file PUBRING.TXK does not contain the public key of the server whose identifier is specified in the settings of the selected connection.
 - The secret key file SECRING.TXK does not contain the secret key of the user whose name is entered.
- #### 3. IO error when try to access key base file
- May be, there is no access to a key-containing file.
- #### 4. Invalid key base name was set
- A wrong filename is specified in the QRYPTO.CFG file.
- #### 5. Invalid key in key base
- One of the keys specified in the QRYPTO.CFG file has wrong format or is damaged. You need to create a new access key and register it on the server.
- #### 6. Wrong name or password
- A wrong user name was entered. The user name must correspond to one of the words specified in square brackets in the SECRING.TXK file.
 - A wrong password was entered. Check the case and the language settings and try again.
- #### 7. Protection violation N ...
- A protection violation occurred. If this message appears, please send the screenshot to the QUIK Technical Support group.

Connection to the server

1. Connection not established

- The user's key is not registered at this server. Contact the QUIK server administrator to registry the key.

2. Connection refused

- The server is not available because the trading session is closed.
- It is a server error. Contact the QUIK server administrator.

3. No Route to Host
 - The IP address or the port number of the server is incorrect. Make sure that the connection properties are specified correctly.
 - It is impossible to establish a connection to the server. Either Internet connection is down or it is necessary to configure your proxy server. To configure a connection to the QUIK server, contact your network administrator.
4. You already work in system
 - The server does not allow two users having the same access key to work simultaneously. If you receive this message while reconnecting after the connection (most probably, a modem connection) has been broken, merely try again in few seconds to let the server stop processing your previous connection.
 - If you receive this message while connecting to the server for the first time, contact the QUIK server administrator.
5. License expired
 - Your license to use the QUIK workbench has expired. To renew your license, contact the QUIK server administrator.
6. Access locked by administrator
 - User's account or ip-address is locked. Contact the QUIK server administrator.
7. Protocol error
 - Outdated protocol version
 - Incorrect protocol version
 - Unsupported protocol
 - The server does not support this version of the workbench. The out-of-date terminal versions and new server ones are compatible; however, new terminal versions may be not compatible with the out-of-date server ones.
 - * Advice: To ensure the version compatibility, use the automatic upgrading of the program (the **Software version update** item of the **Connection** menu).
8. Unknown provider
 - Settings of the client program's cryptography system do not fit those on the QUIK server. Adjust settings according to the QUIK administrator's recommendations.
9. Certificate parts corrupted
 - This certificate of the information-protecting cryptosystem is invalid. Contact the QUIK server administrator.
10. User not found
 - The SSL-authorization could not found the user. Contact the QUIK server administrator.
11. Error while context creation
 - An authorization error occurred. Let the QUIK server administrator know about this error and the information-protecting cryptosystem in use.

Runtime errors

1. Connection timed out
 - The connection is broken because of degradation of telecommunication. Re-establish the connection. If the connection breaks frequently, consult with the QUIK server administrator on the correctness of your operating system settings and the choice of provider.
2. Connection reset by peer
 - The connection to the server is lost. Try to re-establish the connection.
 - The automatic disconnection of all users at the end of a trading session has occurred.
3. Unable to write the connection properties to the configuration file <the_path_to_the_file> info.ini
 - The "Read Only" attribute is set for the file. Remove this attribute.
 - You have no permission to write to the QUIK's working folder. Ask the administrator of your operating system to change permissions so that you would have the write permission for this folder.
 - The file is locked by another program. Make sure that the info.ini file is not open by another application, e.g. some text editor.
4. The program starts but then reports an error and terminates
 - The integrity of the received data is broken. Delete the INFO.LOG file from the QUIK's folder and restart the application.
 - The workbench version has been upgraded incorrectly. Restore the previous version of the program. In the QUIK's working folder, find the **BACKUP** folder. It contains subdirectories whose names are of the **DDMMYYYY** form where DD, MM, and YYYY are the day, the month, and the year of an update. Open the folder of the last upgrade and copy all the files from therein to the QUIK's working folder. After that, restart the application.
 - A system error has occurred. Contact the QUIK administrator.

The "T" button is unavailable (appears in gray)

1. The user is not authorized to trade.

The QUIK administrator has not authorized you to perform active operations. Contact the QUIK administrator.
2. The trading session is closed.

At the time of this connection to the server, all trading sessions are closed and all trading operations are impossible.
3. The QUIK workbench is not connected to the server.

Active operations are only possible if there is a connection between the user's PC, the QUIK server, and the trading system of the exchange. Make sure that the connection to the server is established. The icon in the lower-right corner of the QUIK window must appear in green.
4. The QUIK server is not connected to the trading system.

Probably, the gateway between the trading system and the QUIK server is down. If there are no notifications about problems, contact the QUIK administrator.

System messages on entering orders

Message	Meaning
No limit is set for the instrument	The QUIK administrator has not specified the client's limit for the instrument. Contact the QUIK administrator
No money limit is set	The QUIK administrator has not specified the client's money limit. Contact the QUIK administrator
The limit for an instrument is exceeded	The order specifies an amount of securities that exceeds the limit of available assets
The money limit is exceeded	The amount of money assets necessary to execute the order exceeds the client's money limit
You have no permission to work with this trading account	The client has no deposit account. Most likely, the limit on securities is not set. Contact the QUIK administrator
You are not allowed to work with this trading account	The account specified in the order differs from the client's trading account
You are not allowed to work with this instrument	The QUIK administrator has prohibited transactions with this instrument
Wrong financial instrument	The order contains a wrong security identifier
Transactions in the [class name] class are impossible. The gateway to the trading system is down	Entering orders in this instrument class is impossible since the connection between the QUIK server and the trading system of the exchange is down. Wait until the connection is restored (the "T" button in the Toolbar must be available)
Order submission is not allowed at the moment	Trading on the instrument is suspended. Keep tracking messages from the QUIK administrator on trading resumption
Market buy-orders are not allowed for the client's account	The QUIK administrator prohibited market buy-orders
You cannot submit short sell-orders	Short sell orders are not allowed by the QUIK administrator
The price specified in the order is higher than the maximal feasible price for this security	The price in the order does not fit into the specified interval of prices
The price specified in the order is lower than the minimal feasible price for this security	
The order price out of range	The order price does not fit into the range of feasible prices set on the server
The order price is negative	The order price must be positive
The price of a short sell-order is out of range	The price limit for short sell-orders is exceeded
The money limit is exceeded. The security is not on the margin list	The QUIK administrator has prohibited using borrowed assets to buy securities that are not on the list of instruments for margin operations. These securities can be only bought for the client's own assets (the current money balance)
You have a short position. The security is not on the margin list	It is prohibited to use assets obtained from short sales for buying securities that are not on the list of instruments for margin operations. Buying such securities is impossible if the client uses security assets borrowed from the broker
Error occur while signing the transaction	The digital signature software has failed
The maximal amount of securities is exceeded	The order specifies an amount of securities that exceeds the client's limit of assets

System messages on replacing orders

Message	Meaning
Order number [] cannot be edited because the instrument [] does not support editing	Either the trading system or the type of trading session does not provide the possibility of replacing orders. Cancel the order and submit a new one
Order number [] cannot be edited because it cannot be cancelled	There is no active order under this number in the trading system. Either the order number is wrong or this order is already cancelled
Order number [] cannot be edited because it is completely executed	In the trading system, the order under this number has the "Filled" state

Data Export to Excel

1. Cannot establish the DDE-connection. Either MS Excel is not started or the [Book].[Sheet] sheet is not open
 - The MS Excel application is not started. Start this application and open the required file.
 - The name of the MS Excel workbook (file) or its sheet is incorrect. The name of the workbook in the Workbook box must be the same as it appears in MS Excel. If the workbook has been saved previously then its name contains the extension that should not be omitted, e.g. QUIKEXP.XLS. If the MS Excel workbook is not yet saved in a file then its name does not contain any extension (for example, "Book1") and no extension should appear in the Workbook box.
2. Data export has timed out: server is busy
 - The DDE-connection is broken because MS Excel is busy. If it is busy due to some setup dialogs, close these dialogs and restart the continuous data transfer from the Export to Excel window. If the connection breaks frequently, increase the delay for transferring a new row, for example, to 30 – 40 second (**Settings/Export to Excel**).

21. Hot keys

Group	Key	Action
Common	F1	Show the program Help
	F3	Continue a search
	F4	Create a Level II Quotes table (queue of orders)
	ALT+1 .. ALT+9	Shift to tabbed page 1 .. 9
	ALT+Q	Break connection to the server
	CTRL+B	Set up tabbed pages
	CTRL+C	Copy a table into the Clipboard
	CTRL+E	Edit a table or a chart
	CTRL+F	Start a search
	CTRL+G	Set up Common Filters
	CTRL+L	Customize data export into an MS Excel table
	CTRL+N	Duplicate a table
	CTRL+O	Setup exporting a table to ODBC
	CTRL+P	Print a table
	CTRL+Q	Establish connection to the server
	CTRL+T	Perform a transaction
	CTRL+W	Adjust column width in a table
	CTRL+F4	Close the current window
	CTRL+F6 CTRL+TAB	Shift to the next window
	CTRL+F10	Define a Portfolio (local loading)
CTRL+F11	Select available Portfolios	
CTRL+F12	Create a table for Portfolio settings	

Group	Key	Action
	SHIFT+CTRL+F6 SHIFT+CTRL+TAB	Shift to the previous window
	SHIFT+CTRL+L	Start data transfer to MS Excel from all tables having export settings
	SHIFT+CTRL+O	Start data transfer to ODBC from all tables having export settings
Orders management	F2	Create a new order
	F6	Create a new stop-order
	ALT+F6	Activate a stop-order
	CTRL+A	Replace an order
	CTRL+D	Cancel an order
	SHIFT+ALT+D	Cancel several orders by condition
New Order window	GRAY PLUS	Increase the price by one point
	GRAY MINUS	Decrease the price by one point
	CTRL+ GRAY PLUS	Increase the price by 10 points
	CTRL+ GRAY MINUS	Decrease the price by 10 points
	PAGE UP	Increase the quantity by one lot
	PAGE DOWN	Decrease the quantity by one lot
	CTRL+ PAGE UP	Increase the quantity by 10 lots
	CTRL+ PAGE DOWN	Decrease the quantity by 10 lots
	SPACEBAR	Reverts the order's direction (setting up is necessary)
	TAB	Shift to the next box of the order form
	SHIFT+TAB	Shift to the previous box of the order form
	ENTER	Send the order
	ESC	Close the window without sending the order