



**ALTX**  
EAST AFRICA

# **Instructions for Direct Market Access(DMA) on ALTX**

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## Disclaimer

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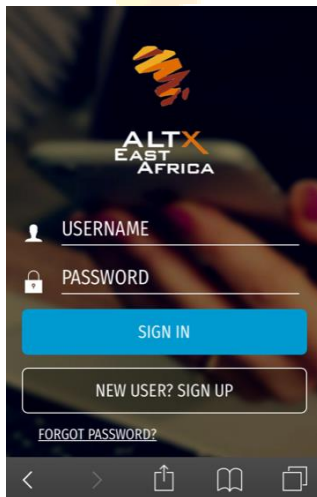


## 1. Account Opening

- Open your account online by visiting <https://www.altxafrica.com/sign-up> or through an ALTX Business promotion agent
- Your ALTX account will be authorized in not more than 24 hours if you've submitted all the required details including a clear picture of your ID; preferably the national ID, passport or driver's license.
- We shall contact you in case we notice some missing or unclear details during the authorization process.
- After your account has been fully authorized, you will receive an email with your One Time Password (OTP) to log in to the ALTX East Africa platforms.
- For further instructions on how to open your account please visit the following link [https://www.altxafrica.com/system/files\\_force/altx-publications/openingyouraltxaccount.pdf?download=1](https://www.altxafrica.com/system/files_force/altx-publications/openingyouraltxaccount.pdf?download=1)
- If the above link isn't helpful, kindly contact us at [csd@altxafrica.com](mailto:csd@altxafrica.com) or +256 312 209 600.

## 2. Logging on to ALTX

- Visit <https://utrade.altxafrica.com> on your desktop or mobile device



- Enter your trading account's user ID and Password and click Log in/Sign in.
- The user ID comprises of the first 10 digits of your Investor PIN e.g. if your investor PIN is 0000009999MOBIL800, your user ID is **0000009999**.
- Your Investor PIN should have been sent to you by email immediately after your account was opened. If you didn't receive it kindly contact us by email at [ict@altxafrica.com](mailto:ict@altxafrica.com) or by phone on +256 312 290 600.
- The One Time Password(OTP) should also have been sent to you after full authorization of your account by ALTX.

- If you haven't received the OTP, kindly click the 'Forgot your Password?' link on the login page and fill in your user id and the email address you used to open your account. If you still don't receive the OTP kindly contact us.

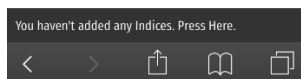
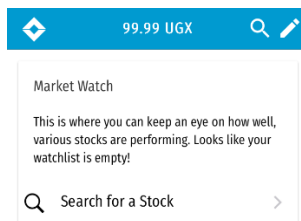
### 3. Password Change

When you log in for the first time you will be prompted to set a new password. The following checks have been put in place for both security and compliance purposes;

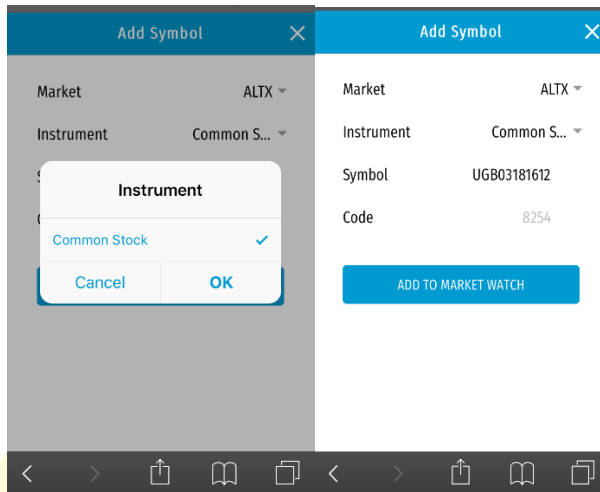
- Automatic disablement of the user on entering erroneous password on three consecutive occasions.
- The system provides for automatic expiry of passwords every 30 days and re-initialization of access on entering fresh passwords.
- System controls to ensure that the password is alphanumeric (preferably with one special character), instead of just being alphabets or just numerical.
- System controls to ensure that the changed password cannot be the same as of the last 8 passwords.
- System controls to ensure that the Login id of the user and password should not be the same.
- Password entered and stored is encrypted

### 4. Main Window

- When you log in for the first time on your device you will see a blank screen with an instruction on how to search for listed securities and adding them to the market watch

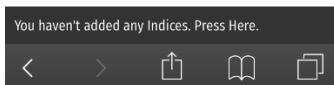


- To add ALTX listed securities to the interactive market watch, click the 'Search for a stock' button; click select market and select 'ALTX', then click Select instrument and select 'common stock' and finally search for the security to add



- All ALTX listed securities' symbols start with UGB and thus when you enter UGB in the search window a full list will appear for you to select. The symbols can also be found on the daily market reports posted on [https://www.altxafrica.com/publications-resources?type=daily\\_trading\\_reports](https://www.altxafrica.com/publications-resources?type=daily_trading_reports)
- ALTX listed securities are currently 27 in number. Your screen should appear as shown below after adding securities

UGB02191862	-
ALTX (C)	-116.2990 (-%)
UGB07221412	-
ALTX (C)	-105.0000 (-%)
UGB11181462	-
ALTX (C)	-106.7069 (-%)

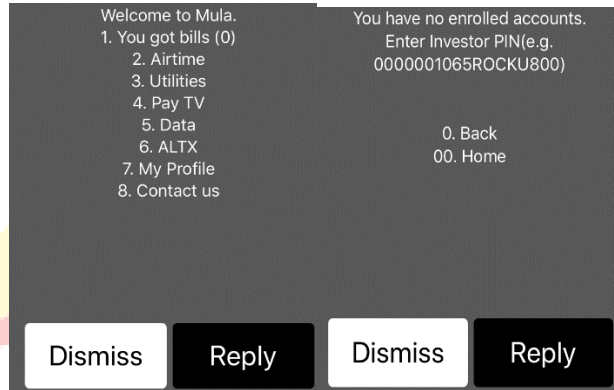



Once you have added securities to the market watch, you can right click a particular security to access details of that security which include

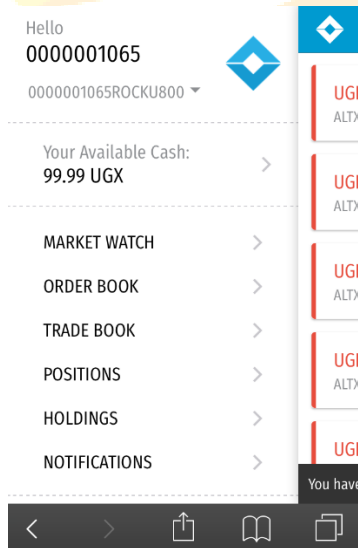
- Order depth
- Plot Chart (this enables you to graphically see how the security has been performing over a certain period of time).
- Symbol info
- Place order

## 5. Placing an order

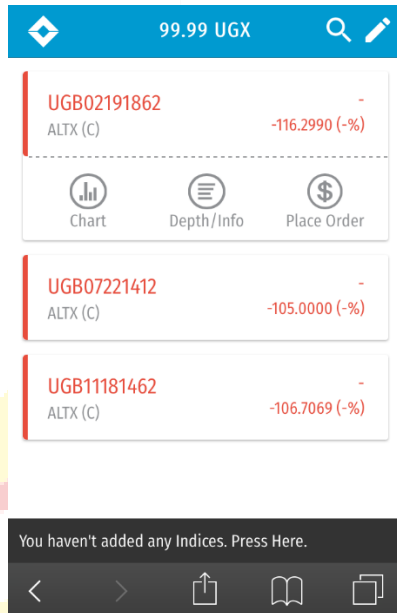
- To place an order to buy, you should have deposited money first. This can be done either via USSD on \*223# or on the MyALTX platform under 'Deposit Money'



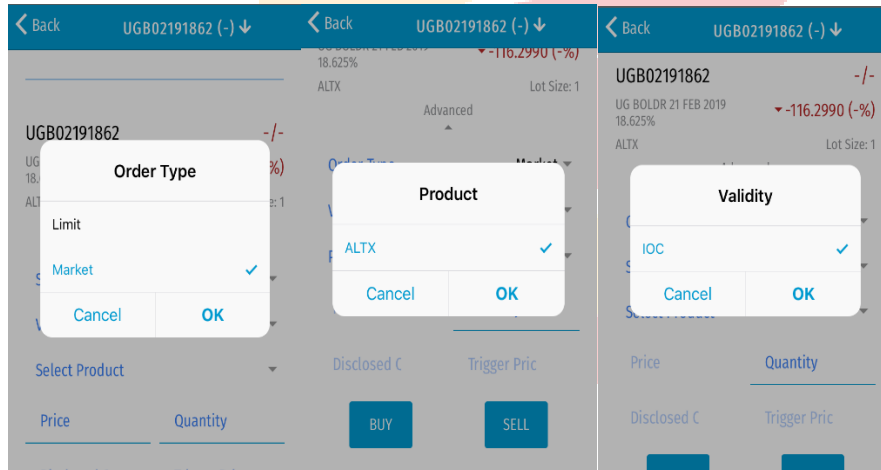
- After depositing money, log on to ALTX and the money deposited will be shown at the top of the menu ('Your Available Cash'). To access the menu, click 



- If the money is reflected you can now place your order by going back to the market watch and clicking on the security you want to buy



- Click Place order and select 'Market' under order type, 'IOC' under Validity and 'ALTX' under product.



- You can then proceed to place the quantity you want to purchase. The quantity is the Amount you have deposited divided by the price. The price will be shown at the top.





← Back UGB02191862 (-) ↓  
UGB02191862 -/-  
UG BOLDR 21 FEB 2019 18.625% ▼ -116,2990 (-%)  
ALTX Lot Size: 1  
Advanced  
Order Type Market ▼  
Validity IOC ▼  
Product ALTX ▼  
Price 3456  
Disclosed C Trigger Pric  
BUY SELL

## 6. Other important features

- **Order Book**

Order book enables you to view orders that you or your broker has placed on your trading account and their status in the order status column. Order status 'New' means the order has been placed but hasn't been matched for a trade yet, 'filled' means the order has been matched for a trade while 'partially filled' means only part of the order has been matched for a trade.

- **Trade book**

The trade book will show you all the trades that you or your broker has done on your account.

- **Margin Summary**

This shows you how much money you have spent so far and if you have deposited any money that hasn't been traded yet it will also be reflected under 'Margin Available for Invest'. This amount can also be seen on the top right corner of your screen. Funds can be deposited either in the Bank on your broker's bank account or on the DMA bank account.

You can also deposit using mobile money by dialing \*223\*15# and selecting option 6 (ALTX) or by logging in to the MyALTX platform and using the deposit money function.

- **Holding**

Holding shows you all the securities that you have purchased and the estimated value of those securities at the ruling market price.

- **Order Depth**

The order depth widget shows you all buy and sell orders that have been placed on a particular security and the prices at which they have been placed.