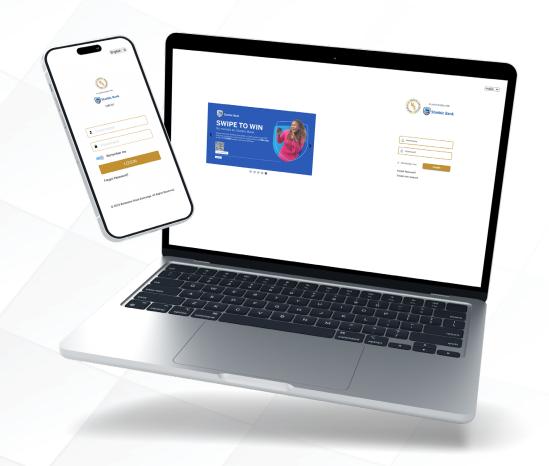


IN PARTNERSHIP WITH



STOCK MARKET SIMULATOR USER MANUAL



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1. Introduction

1.1 Purpose

The specific features of the Stock Market Simulator Application and related components are documented in this document. This document will outline the product capability that an end user wants and that typically includes one or more functions as part of the software solution.

1.2 Scope

The objective of this document is to provide an overview of the functional components of the application. The target audience for this document is bank, brokerage, investment firm, and exchange IT and non-IT professionals who are interested in The Stock Market Simulator Application.

1.3 Product Background

The Stock Market Simulator is an application that provides investors with real-time price information and a user-friendly charting module. It allows for customization of the interface and offers various Value Added Services to support informed investment decisions. The application is available for mobile users by accessing the given link through the mobile web browsers.

Users of the Product are individuals or general public who have obtained registration under Botswana Stock Exchange to access and utilize the systems with the specified functionalities which they've subscribed.

1.4 Acronyms and Abbreviations

Acronyms	Description
AT	Admin Terminal
MACD	Moving Average Convergence-Divergence
OMS	Order management system
ОТР	One time password
URL	Uniform Resource Locator

2. Trade Simulator - General features

2.1 Login as a registered user

Log in to the Trade Simulator system by using the user name and password in the login section. User will receive login credentials via email to log into the system.



Steps:

- 1. Open supportive web browser and enter the URL provided by Botswana Stock Exchange.
- 2. Enter valid Username and Password
- 3. Check "Remember me" checkbox, if user wished to remain logged in without entering credentials every time for a set period of time.
- 4. Click Login button



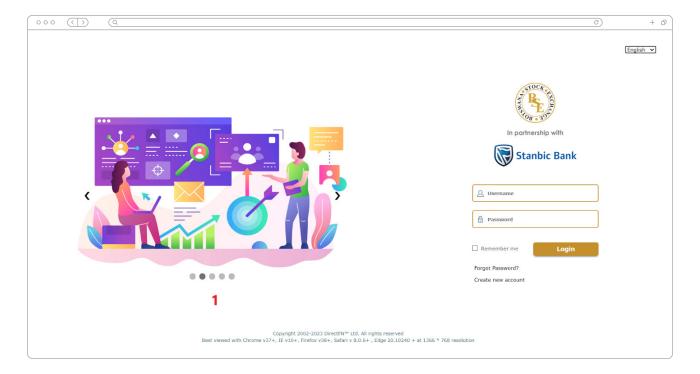


Figure 1: Login Screen

Please Note: to open with best view, please use Chrome v37+, IE v10+, Firefox v38+, Safari v 8.0.6+, Edge 20.10240 + browsers or open at 1366 * 768 resolution screen view.

2.1.1 Create new account for new user

Create new account to the Trade Simulator system by using providing basic information and valid password in the online account opening section.

Steps:

- . Select "Create new account" mentioned in the figure 1 above.
- **2.** User will be redirect to the customer verification page displayed in figure 2.
- **3.** User has to fill all relevant information required in the customer verification page. Please note: fields marked with * marks are mandatory fields to be filled.
- **4.** Upon filling all the fields, you need to accept terms and conditions by selecting the tick box, which is highlighted in red in below figure 2.
- **5.** Press button will redirect user to one-time password page.
- **6.** You must type the verification code into the text field in figure 3 highlighted in red that you received on the phone number or email address you provided during registration.
- 7. If you haven't received the OTP code, click the Resend OTP button to request a new code.
- **8.** Press Submit button to conclude the registration process successfully.
- **9.** User can go to the previous pages to amend any information by selecting the button.

Back

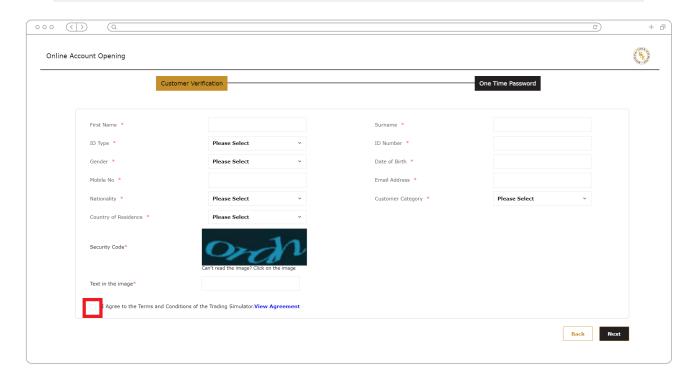


Figure 2: Account Opening page

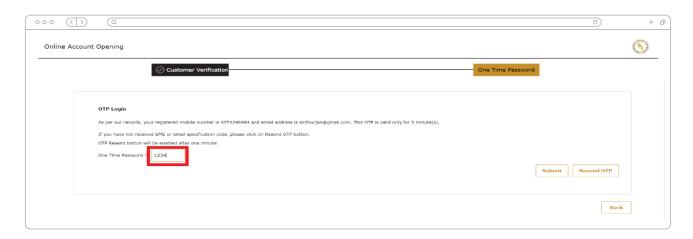


Figure 3: One time password tab

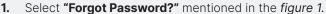
Please note:

- * You can only click the button again after one minute from previous request.
- User can create open an online account using only web application only. It will not be available in mobile application.
- User can only use his/her email address, phone number, and ID number for 1 account. You are not able to create another account with same information

2.1.2 Forgot Password

If you forget your login password, you can utilize the "Forgot password" option to reset it or create a new password.





- 2. User has to enter user name and displayed security code in the step 01 process. Please note: these fields are mandatory to fill and highlighted with * mark.
- **3.** Once you have verified your information, OTP will be sent to your mobile number. Please enter the OTP number into the designated text field highlighted in red in *figure 6*.
- **4.** If you haven't received the OTP code, simply click the verification code again.

 Resend OTP button to receive the
- **5.** After successfully entered the OTP verification code, user will be moved to step 03 tab displayed below in *figure 6* to enter new login password. Please note: the entered password should have matched with password criteria mentioned below.
- **6.** Select Submit button to successfully change into new login password.
- 7. Additionally, you have the option to go back to the previous page by selecting the Back button.



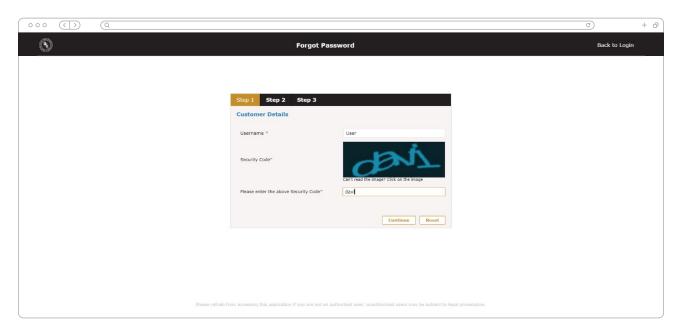


Figure 4: Forgot Password Step 01

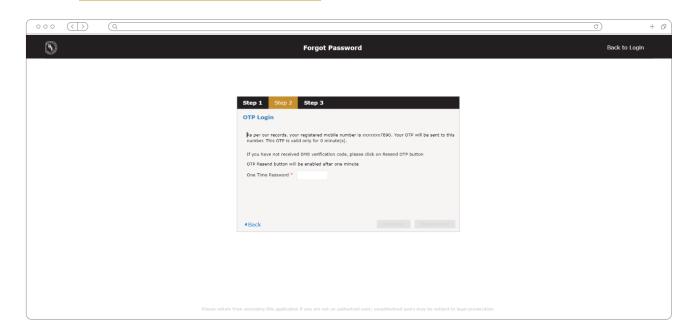
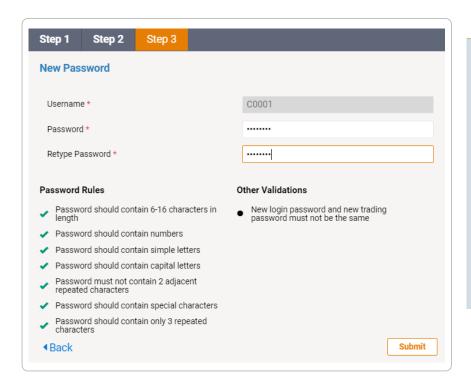


Figure 5: Forgot Password OTP verification



Please note:

- You can only click the button again after one minute from previous request.
- User will not be able to change his user name through this feature.
- Entered password and re-type password both should be similar password and follow the password rules and validations mentioned below in the figure 6

Figure 6: Changing new password

2.1.3 Subscribe

When a customer logs into the trade simulator for the first time, they will not be able to make trades unless they subscribe to the system. The system will create two portfolios (competition trade, default trade) under the user's account. However, both portfolios will be disabled until the user subscribes. To inform the user that trading and competitions are not yet permitted, a popup window will appear as below.

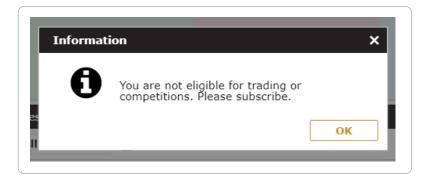


Figure 7: Subscription Reminder

"Subscribe to trade simulator" option is compulsory to subscribe and "subscribe to trade" will be an optional. Users will only be able to subscribe to the web application and will not have the option to subscribe through their mobile devices. User will not proceed forward without making payment by ticking the fields in the "Subscribe to trade simulator" window, if not they will be notified to make the payment.

If the user registered to the system as a student, he/she will be able to view students related packages in the "Subscribe to trade simulator" window. If the user registered as a general public, you will be able to view public packages in this window.

Following are the steps to subscribe to the system:



- . Select "Subscribe" module from the main menu.
- 2. Upon selecting the module, user will be direct to the page displayed in figure 36.
- 3. Under "Subscribe to Trade Simulator" tab, user needs to select preferred products by ticking "Selected" check box and click button to continue.
- **4.** Under "Subscribe to Trades" tab, user needs to select preferred exchanges by ticking "Selected" check box and click button to continue.
- **5.** Upon navigating to the "Confirm Subscription", user will be able to view a summary of purchased subscriptions.
- **6.** By selecting Pay from N-Genius button, user will be direct to the payment gateway to make payments.
- **7.** After payment successfully completed, user will be able to view a success message via payment gateway.
- 8. Therefore, user has to exit from the payment gateway window.
- 9. Upon selecting the Refresh button, user will be able to view "Payment

successful" message for confirmation to start trading.

10. If user wished to move to the previous screen, click on the button go back.

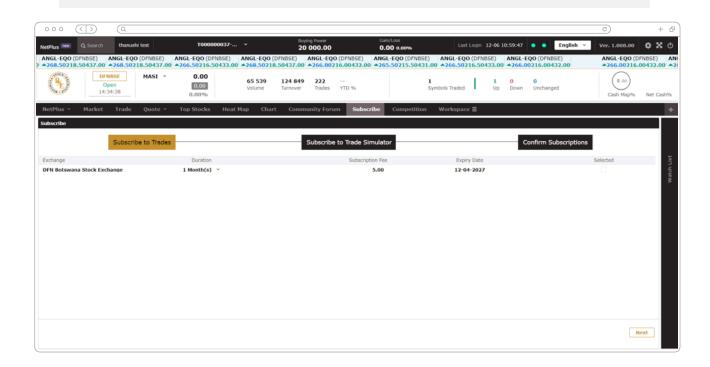


Figure 8: Subscribe to trades



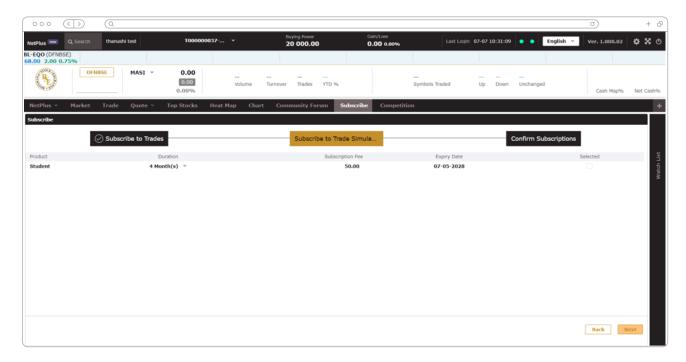


Figure 9: Subscribe to trade simulator

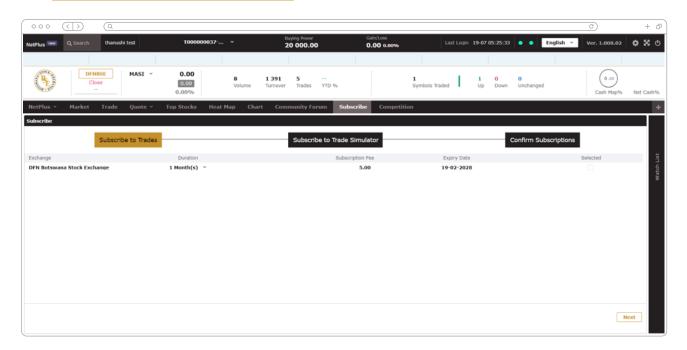


Figure 10: Confirm Subscription

Please note:

- * The subscription page itself may not display the success message immediately. To view it, you need to click the "Refresh" button.
- * After a competition is over, the trading account will not be disabled, but the buying power and available quantities will be set to zero.

2.2 Workspace

Workspace is the main user interface of the system. It can be modified according to the preferences of the user. The application's numerous layouts and widgets allow users to build a wide variety of workspace.

2.2.1 Default Workspace

Upon logging into the application, you will be directed to the Market Tab of the workspace by default. In this default workspace, you can find various components such as the Top Panel, Price Ticker, Full Market, Time & Sales, News Ticker, and Market Depth information.

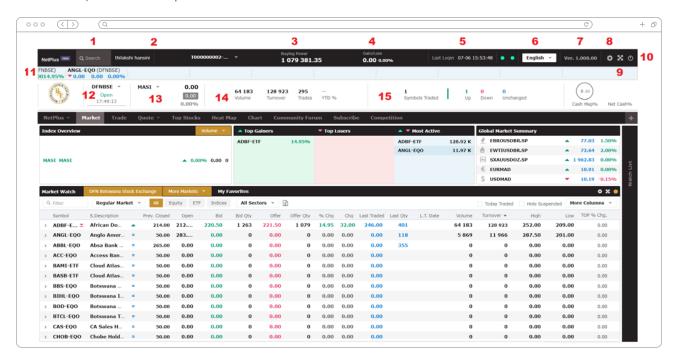


Figure 11: Default Workspace

Following are the functions of above numbered features in figure 7 of the Trade Simulator:

- Symbol search allows searching for a symbol and viewing Running Trades, Depth by Price, Depth by Order, and chart details of the selected symbol.
- 2. Account details
- **3.** Buying Power/Portfolio Value displays the available buying power or holding value of purchased derivatives.
- 4. Gain or Loss
- 5. Last Login details
- **6.** Language dropdown to switch to the preferred language of the user.
- **7.** Version history
- **8.** Settings this dropdown consist of changing language, changing theme, updating user profile and password, help, competition and daily leader board option.

- 9. Full screen view
- 10. Logout
- **11.** Price ticker
- **12.** Market Status displays the exchange and current session details with countdown to market closing time.
- **13.** Market Indices details delivers the ability to explore market index information and particular sector indexes.
- **14.** 14. Market Summary shows volume, turnover, trades, and YTD of a particular trading day.
- **15.** 15. Symbol trade summary displays the number of symbols traded and price changes for the same symbols on a specific trading day.

2.2.2 Customize Workspace

In Trade Simulator, you have the ability to customize your workspaces. This includes adding new windows, removing existing widgets, and changing layouts. To create your customized workspace, follow these steps.



- Select button in the default workspace as mentioned in the figure 8.
- You can provide a workspace name to the created workspace.

 Upon selecting the button, user can choose preferred layout designs available in the system as displayed in figure 9.
- 4. After selecting a template, you can assign widgets by clicking + Add Widget
- 5. Upon selecting the + Add Widget button, user will be able to select preferred widgets available in the system as displayed in figure 11.
- **6.** Upon selecting the icon next to the workspace name as in figure 12, user will be able to edit and delete workspace, also add new container to the workspace.

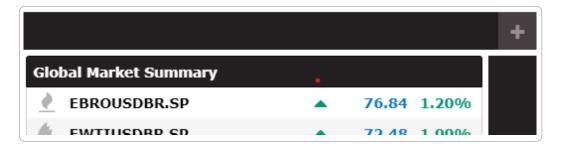


Figure 12: Customize Workspace button

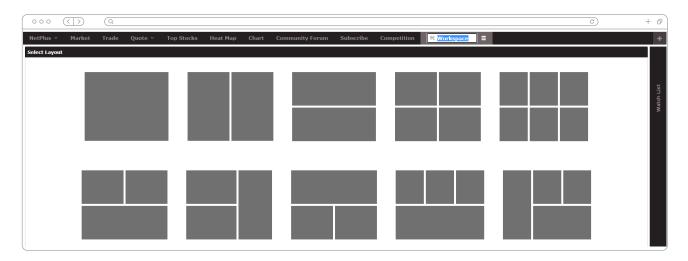


Figure 13: Layout designs



Figure 14: Add Widget button

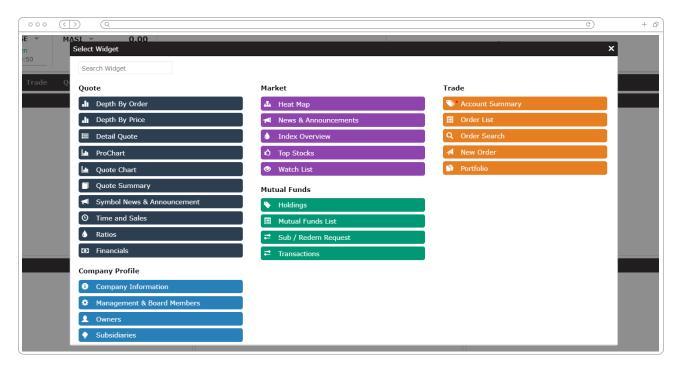


Figure 15: Widget options available in the system

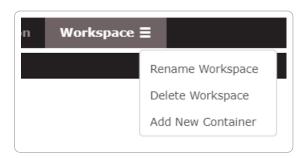


Figure 16: Edit, Delete and Add container to workspace

2.3 Change Password

User will be able to change password through the setting menu. However, user cannot change username through this option. Following are the steps to change password.

Steps:

- . Select 🗱 icon to open the settings menu in the top panel.
- 2. Under the settings, user will be able to select "Change Password" option.
- **3.** Upon selecting the option, user will be able to view a popup window as displayed in figure 13.
- User should provide his current password, new password and confirm his new password again.
- **5.** By selecting Save button, user will be able to change the password successfully.



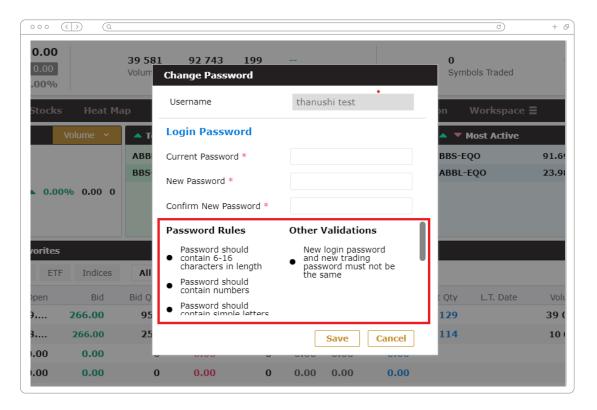


Figure 17: Change login password

Please note:

- * User should enter same password for new password and confirm new password fields.
- * Users will not allow to change his username through this option.
- * Preferred to follow the password rule and validation when creating new password.

2.4 Change Theme

By using this feature, users can have a personalized visual experience by switching between a light and dark theme. Following are the steps to change the theme colour.



Steps:

- Upon navigating to the settings option by selecting icon, user will be able to view a dropdown menu.
- Under the languages user will be able to select either light or dark mode for their interface.
- Selected theme will be displayed with a tick as displayed in the below figure 14.

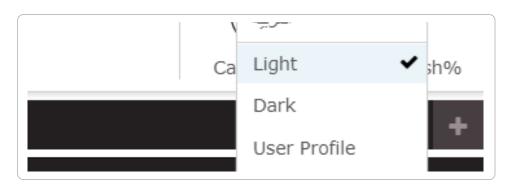


Figure 18: Change interface theme

2.5 Link Widgets

You can access the details of a selected symbol through widgets that have the same colour code. This allows you to quickly display multiple function widgets for a symbol simultaneously, through the icon, you can assign colours to the widgets.

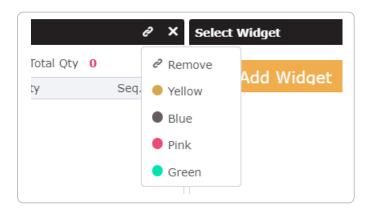


Figure 19: Link Widgets with different colors

3 Trade Simulator - Price information

To keep the user informed of market activity while they are on the go, this application offers real-time pricing data, news, and announcements. Simply tap any exchange symbol to examine the market summary, the leading stocks, and even detail quotes.

You can make customized watch lists to keep track of favourite symbols. It also has price analysis features and a chart function that shows a graphic representation of a symbols performance over specified time periods.

3.1 Market Watch list

Market Watch list provides real-time market data of the listed companies on the exchange. It displays the day performance of individual stocks, including last traded price after the Company Code and Symbol description.

This provides an overview of a particular stock's performance for the current day. The green arrow (up) or a red arrow (down) indicates the current share price in relation to the price the stock was traded last. The bid and offer respectively tells you of the best buying and best selling price available for the stock at the time. Additionally, you are also provided with the Last Traded Price along with the Traded Quantity and Time.

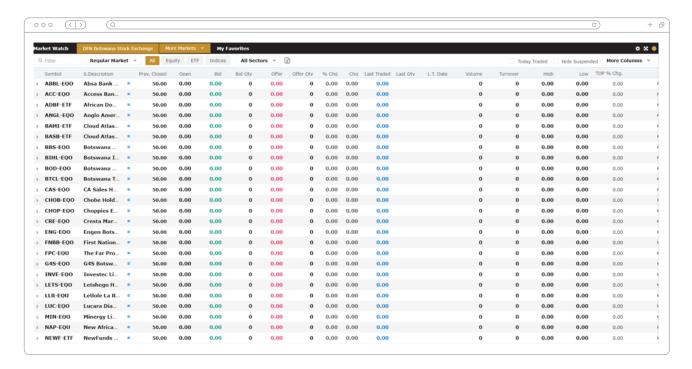


Figure 20: Market Watch list

3.1.1 Watch list fields in default

Following are the watch list fields available in the default view of the market.

Field Name	Description		
Symbol	Symbol Code		
Symbol description	Full name of the symbol		
Prev.Closed	A security's closing price on the preceding day of trading.		
Open	The price at which a security first trades on an exchange on a particular trading day.		
Bid	A bid is an offer to purchase a security, a commodity, or money made by an investor, trader, or dealer. It stipulates price the potential buyer is willing to pay		
Bid Qty	The quantity to be purchased at that price.		
Offer	When a party offers to buy or sell a piece of property from another party, it is making an offer.		
Offer Qty	The quantity to be sold at that price		
% Chg	Percentage of the price change of a particular symbol in the market.		
Chg	Price change of symbol in the market		
Last traded	Last traded price in the market		
Last Qty	Last traded quantity in the market		
L.T.Date	Last traded date of symbol		
Volume	total volume of market trading		
Turnover	total turnover of market trading		
High	intraday high trading price of a security.		
Low	The lowest price at which a stock trades during a trading day is the current low.		
Trade	Total number of market transactions for the symbol		
Max	Maximum bid limit of the symbol		
Min	Minimum bid limit of the symbol		

3.1.2 Watch list

Any window in the system can access the sidebar pop-out watch list, which offers a smaller version of the market watch window. To open the watch list, following are the steps to be followed.

- 1. Under any window, select "Watch list" option available in the right side vertical panel (refer figure 17)
- 2. Click outside of the panel to close the watch list.





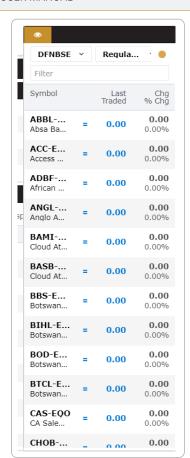


Figure 21: Watch list Vertical option

3.1.3 Customized Watch list

With this feature, you can view a chosen set of symbols separately, allowing you to better organize and monitor your favourite stocks. It simplifies working with them by providing real-time updates, especially when there is a large number of stocks available, but you want to focus on monitoring only a select few.

- * Favourite simply mark symbols as favourites and view them under the Favourites section.
- Watch list let you to create separate section and assign symbols to monitor separately.



Steps to add symbols to favourite:

- In the Market Watch, right-click on a symbol or click on the icon to view symbol option.
- 2. Select + Add to Watch list > option and select "My Favourites" to add a symbol as favourite

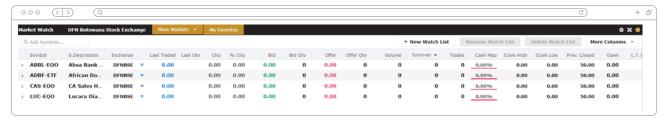
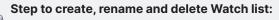


Figure 22: Favorite Market Watch list



- . In the Market Watch, right-click on a symbol or click on the bicon to view symbol option.
- 2. Select + Add to Watch list > option and there will be a text field to enter new watch list name to create one.
- 3. If not user will be able to create a watch list by navigating to the favourite tab and selecting

 + New to Watch list > option to create new watch list.
- 4. Upon entered the name, user will be able to view created watch list tab next to the favourite. Selected symbols can be viewed under the created watch list.
- **5.** User can rename watch list by selecting rename or edit the watch list name.

 Rename Watch list option. User will be able to
- **6.** User can delete watch list by selecting | Delete Watch list | option to delete the watch list.

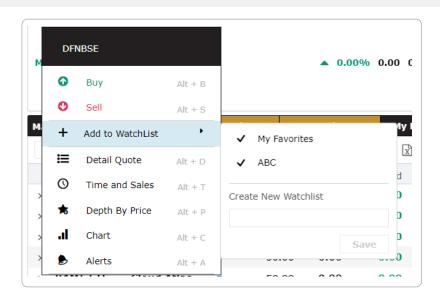


Figure 23: Add to watch list menu

3.1.4 Detailed Quote

This window will allow you to see a market overview along with a graphic representation of the performance of the chosen symbol. Information on price and volume can be found in the Detail Quote window. On top of the window are displayed the day's last price, its change, bid, and offer prices. Buy/Sell buttons in the window you can react to the market instantly while you are on the Detail Quote window.

- 1. Upon double click on the symbol record in market watch, user will be able to view the detailed quote.
- 2. If not user will be able to view by selecting the icon of selected symbol and select
- option to view detailed quote.

 3. User will be able to search symbol from the top panel search and get the detailed quote.

 NetPlus new and get the detailed guote.
- 4. User can use Alt + D shortcut keyboard key to open the detailed quote.



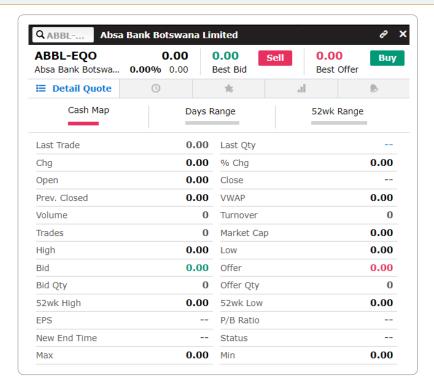


Figure 24: Detailed Quote pop up

3.1.5 Alert

The alerts tab of detailed quote, you have the option to set alerts on symbols in order to identify potential trade opportunities. When a symbol reaches a specified level, you will receive a popup notification. You can set alerts for each symbol in your window, considering different price conditions.

- Upon selecting tab from the detailed quote pop up, user will be navigated to the following popup preview as in figure 21.
- 2. User will be able to select order conditions, status and assign value to add alert.
- 3. Upon conditions are completed, user can select alert to the symbol.

 Alert button and create new

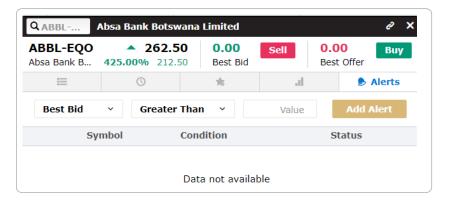


Figure 25: Add alerts to the symbols

3.2 Trade

The module allows users to place orders with various features and functionalities to facilitate the trading process. Users can specify the type of order and its duration, and the module displays current market prices and percentage changes for the specified symbol. After placing an order, it is visible on the order screen. The Order List screen shows all the orders along with their current status. Users can access detailed information, execution history, and make modifications or cancel orders. Depending on market conditions, users may have the ability to modify or cancel orders.

The Trade tab consists of multiple widgets including Watch list, Order Ticket, Order List, Portfolio, Account Summary, and Order Search. The Watch list allows users to track specific symbols, and selecting a symbol loads it onto the order ticket for quick order placement. Overall, the module streamlines the trading process by providing essential information, order placement options, and order management functionalities.

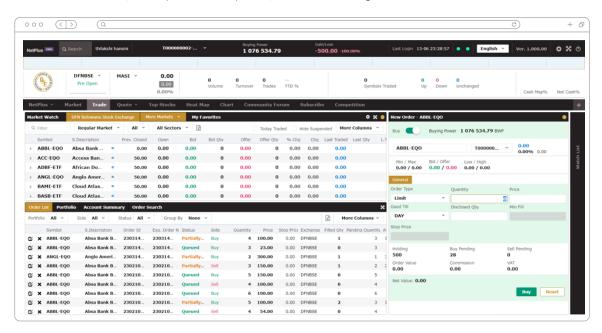


Figure 26: Trade module interface

3.2.1 Order tickets

In the Trade window, you can use the Order ticket section to buy or sell stocks by specifying the portfolio, symbol, order type, price, quantity, and order validity. Market Depth by Price details provide an overview of the stock being traded, and the Order Value is displayed at the bottom of the window. The Available Quantity represents the shares you have already purchased for that stock, while Buy/Sell Pending reflects any pending buy or sell orders. If a buy order exceeds your buying power or a sell order exceeds the available quantity, the order will be rejected.

Order progress can be monitored through the Order List.

Steps:

- 1. Select symbol and choose portfolio from the ADH.L
- 2. Toggle Buy/Sell button Buy to the preferred mode.
- **3.** Under the general tab, select order type and good till and enter values to the preferred fields such as quantity, price, disclosed Qty, min fill and stop price.
- 4. Net value of the purchase will be displayed below.
- 5. To confirm the purchase, click on Buy or Sell button to complete the transaction.
- **6.** To reset all the fields to the default, select Reset button to clear fields.



T000000...v

fields.



Steps:

- . Select "Trade" module and use "New Order" option to make orders.
- 2. Right click over a symbol on the market watch list and select Buy, Sell
- By accessing <u>detail quote</u> window, select on <u>Buy</u> or <u>Sell</u> button to complete order.
- 4. Upon selecting a symbol, press Alt+B to buy and Alt+S to sell.

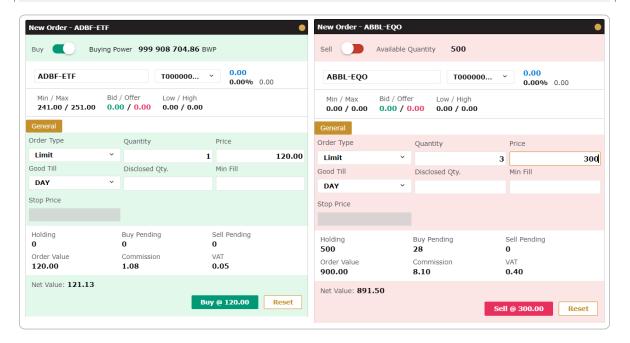


Figure 27: Buying and Selling orders

3.2.2 Order list

In the Trade window, there is a section where you can track the progress of your orders in real-time during the current trading session.

When you submit an order through Trade Simulator, it undergoes validation and is sent to the OMS. Active orders are then matched with counterpart orders in the Order Book. If there is no immediate match, the orders are stored in the Order Book based on price and time priority.

These orders are shown as "Queued" in the Order List. Once an order finds a match, its status in the Order List changes to "Filled". Once your order is completely or partially filled, you can see the updates in your Portfolio, and the cash balance is adjusted accordingly in the Account Summary window.



- On the main menu, select "Trade" module and select order list on the bottom panel of the screen.
- 2. To amend an order, Click on the button next to an order to open amend window.
- 3. Upon editing details in the window, Click on the Amend button to save changes.
- **4.** To cancel an order, click on **X** the button next to the order to open cancel window.
- 5. To view order details, double-click on an order to view the Order Details.



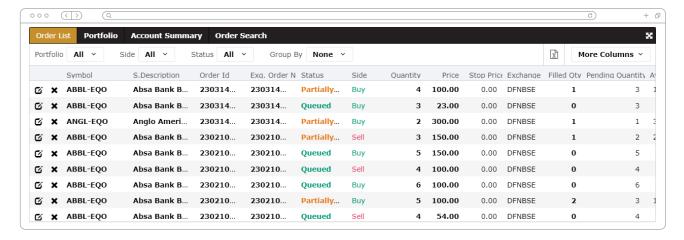


Figure 28: Order List

Following are the order statuses, which appears under the order list:

- * Filled order successfully matched or filled
- * Partially Filled portion of required order has been filled
- * Queued order queued till finding a match from exchange.
- * Rejected order rejected or exchange rejected.
- * Expired order has been expired.

Please note: You can only cancel the portion of a general order that hasn't been executed when you cancel one.

3.2.3 Order search

In the Trade window, there is a section where you can search for orders you have placed in the past. You can look for open, cancelled, or rejected orders. By default, the orders displayed are for the current date.



- I. On the main menu, select "Trade" option.
- 2. On the trade module, select Order Search tab in the right bottom panel.
- 3. Specify the required fields should be filtered.
- 4. Click on the Search button to search.



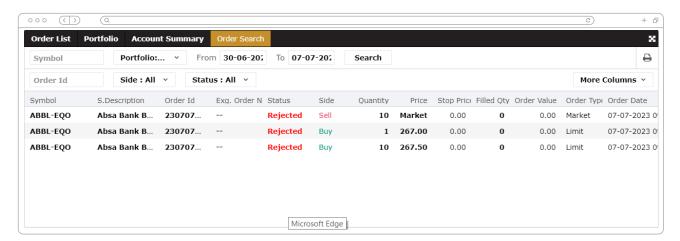


Figure 29: Order search

3.3 Quote

Upon selecting the quote option, you can get a broad overview of real-time streaming quotes as well as basic fundamental information for the selected symbol.

Following are the widgets available in the Quote section:

- * Chart will display a simple date/time vs price chart of the selected symbol
- * Time and Sales
- Depth by Price track and provides all price and aggregate volumes available for each Buy and Sell order.
- * Depth by Order provides a queue of the highest offer prices for buyers and lowest bid prices for sellers, up to 10 levels
- * News and Announcements will display news and announcements of the selected symbol.

Navigation Path: select Quote Qoute v option from main menu and select Full Qoute full quote option.

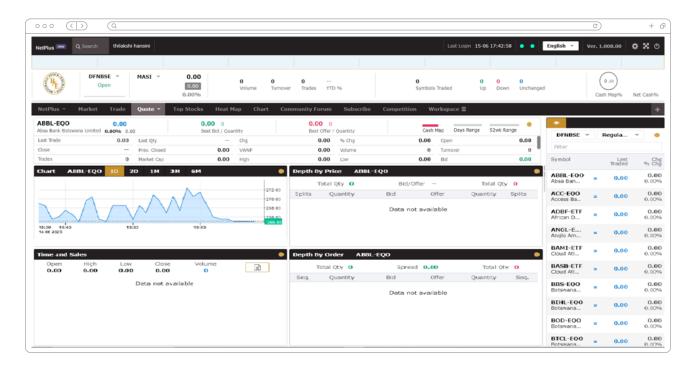


Figure 30: Full quote interface

3.4 Top stocks

By quickly scanning a large number of symbols, this feature will assist users in determining the highest market price, which is helpful when looking for trading opportunities.

Following are the filtering criteria of top stocks feature:

- **1.** Top Gainers/Losers by change
- **2.** Top Gainers/Losers by change%
- 3. Most Active by volume
- **4.** Most active by traders
- 5. Most active by Turnover

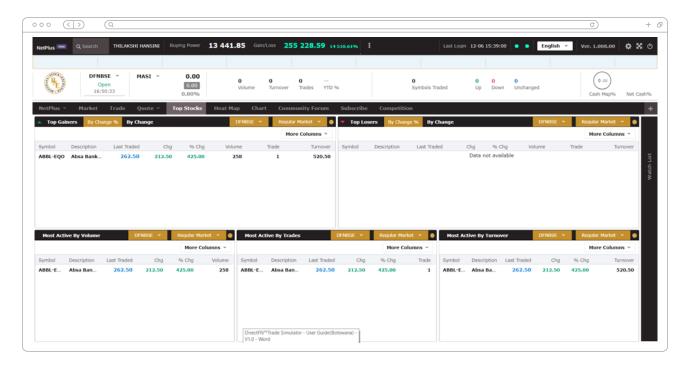


Figure 31: Top Stocks interface

3.5 Heat Map

A heat map is like a coloured picture of information, where each piece of data in a grid has its own colour. It helps us understand market trends and the performance of different symbols in a chosen exchange. By using different colours and sizes, the map shows which symbols are growing or decreasing, giving us a clear view of the current market trend.

You can select a base population and view the symbols based on the criteria you select for colour, size representations and grouping. Each coloured rectangle in the map represents an individual symbol.

- * Heat Map (Colour representation) colour representation used in the performance heat maps can be categorized as below based on Market Cap, Volume, % Change, and Frequency.
- Heat Map (Size representation) the size representation used in the performance heat maps can be categorized as below based on Market Cap, Volume, and Frequency.

- **1.** Select **"Heat map"** option from the main menu.
- 2. Select the Regular Market v , Market Cap v , Market Cap v from the dropdown in the top panel to modify the view of the Heat Map.



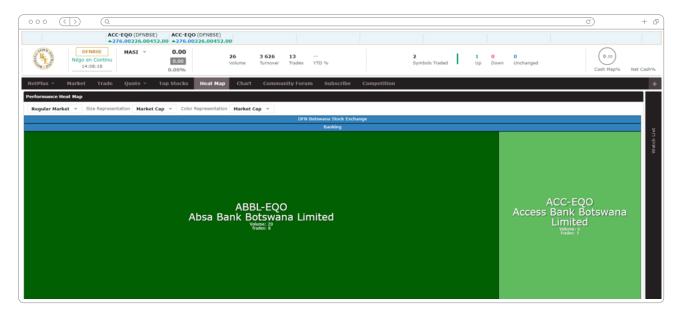


Figure 32: Performance Heat map

3.6 Charts

Chart module helps to identify the technical analysis on a particular symbol. This feature accompanied with advance features such as chart comparison, technical indicators, line studies and etc. Also, it supports interactive zooming, dynamic data updates and history data analysis.

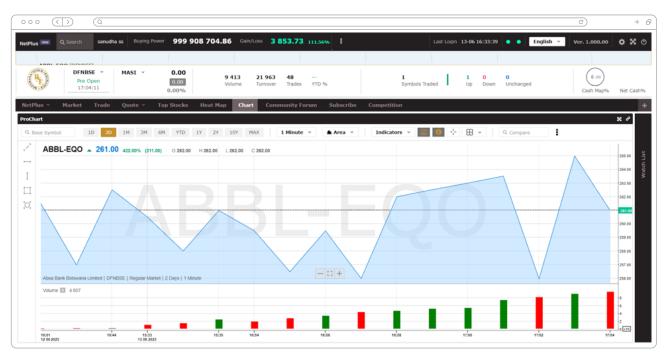


Figure 33: Charts

3.6.1 Chart Indicators

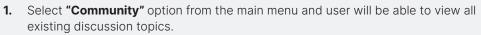
Chart indicators are tools used to identify important movement or make predictions about a data series. These indicators are created by applying mathematical formulas to the original data values, resulting in a new set of values that can be plotted on a chart. Some indicators need input values to calculate accurately.

In Botswana, following listed indicator types and indicators we provide:

Indicator Types	Indicators	Indicator use
Average	* Moving Average	Used in technical analysis to smooth out price action over time and emphasizing future direction of trends
Bands	* Bollinger Bands	Used in technical analysis to measure the highness or lowness of a securities price related to the previous trend.
Other Indicators	* MACD* Momentum* Relative Strength Index	Used to forecast future price levels as well as the price direction of a security.

3.7 Community Forum

Through this module, we are providing a unique space to discuss related to the discussion topics between the investors through the system. We can create author and discussion title and start conversation discussions among the investors involved with trade simulator.



- 2. Upon clicking on a discussion label, user will be able to view the discussion title and relevant comments mentioned by the investors.
- 3. User will be able to add comments and select Submitt button to submit the comment.
- **4.** When user selects + New Discussion button, user will be requested to create author name and the discussion title displayed as in figures 39 and 40.
- **5.** After entering all details, user has to click button Save Changes to save changes and latest created label will be appeared first if the latest first filter option has been selected.



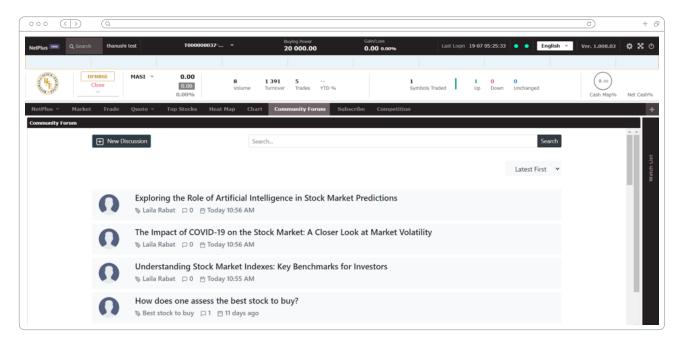


Figure 34: Community Forum Page

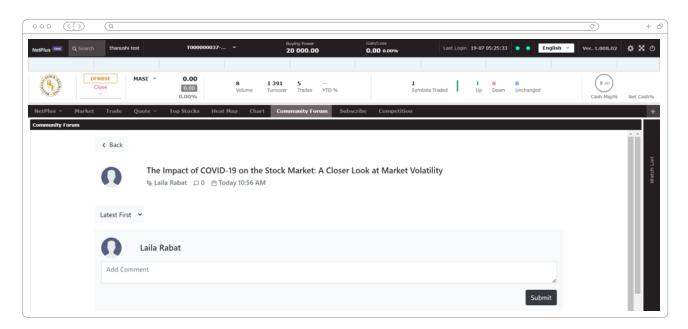


Figure 35: Discussion Page

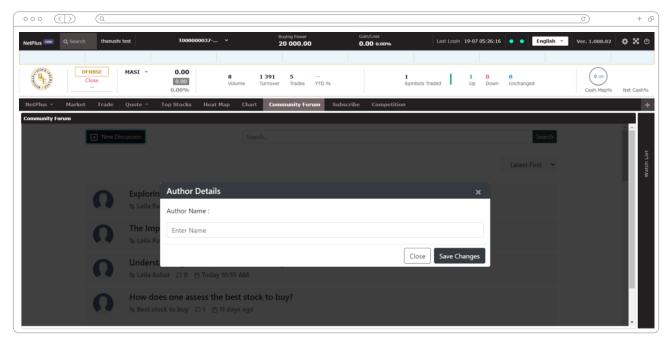


Figure 36: Create Author details

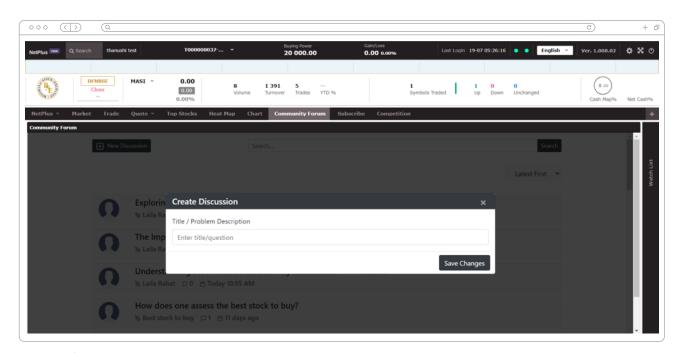


Figure 37: Create discussion titles

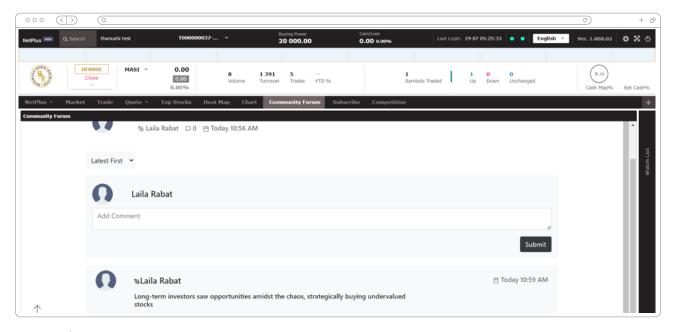


Figure 38: Add comment and exisitng comments

3.8 Competition

Competition module will be allowing users to participate in the active trade simulating competition. Once you enrolled to the active competition, user will be able to view daily leader board of competitors get ranked including yourself. Following are the steps to view and enroll to the competition.

- After picking the icon, the user may see the "Competition" option in figure 39, which is highlighted in red.
- 2. If not user can select "Competition" module from the main menu to view enrolment widget.
- 3. User needs to select a defined Educational institute from the dropdown menu.
- **4.** Upon selecting the educational institute, **turn on** the Enroll now toggle button to **on** and select Submitt button to enroll.

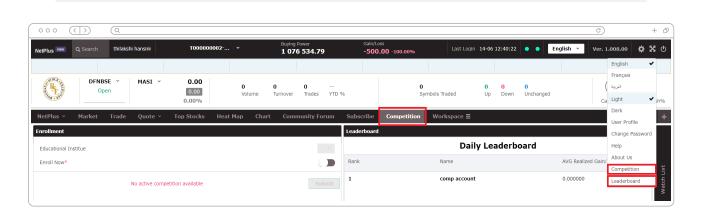


Figure 39: Quick link to competition and leader board



Figure 40: Enrollment Popup window



Steps to view leader board:

- **I.** After picking the icon, the user may see the "Leader board" option in figure 39, which is highlighted in red.
- 2. Upon selecting the option, user will be able to view a daily leader board as in figure 41
- **3.** By clicking Refresh button, user can refresh and view latest updated leader board.



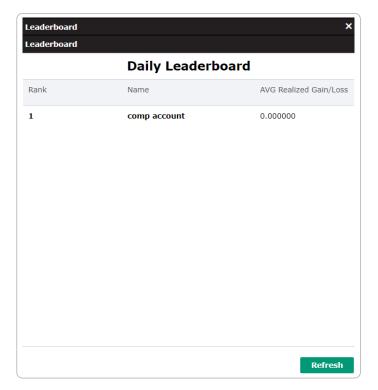
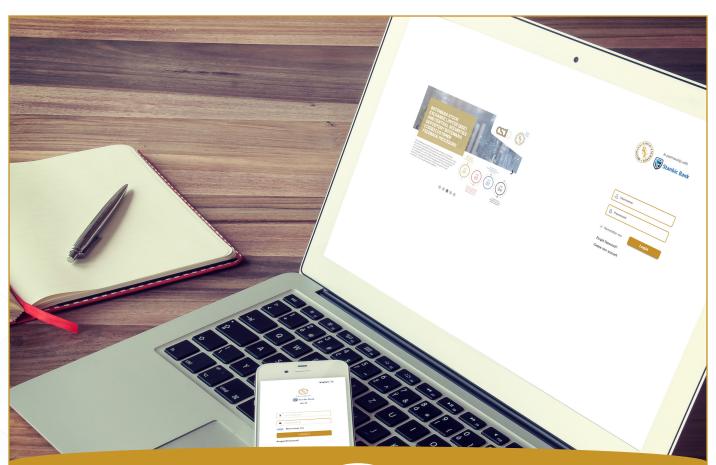


Figure 41: Daily Leader board

Please note:

- User should have subscribed to the trading system to participate and view the trade competition.
- The "Refresh" button must be clicked by the user in order to view the most recent leader board.





IN PARTNERSHIP WITH



STOCK MARKET SIMULATOR USER MANUAL

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