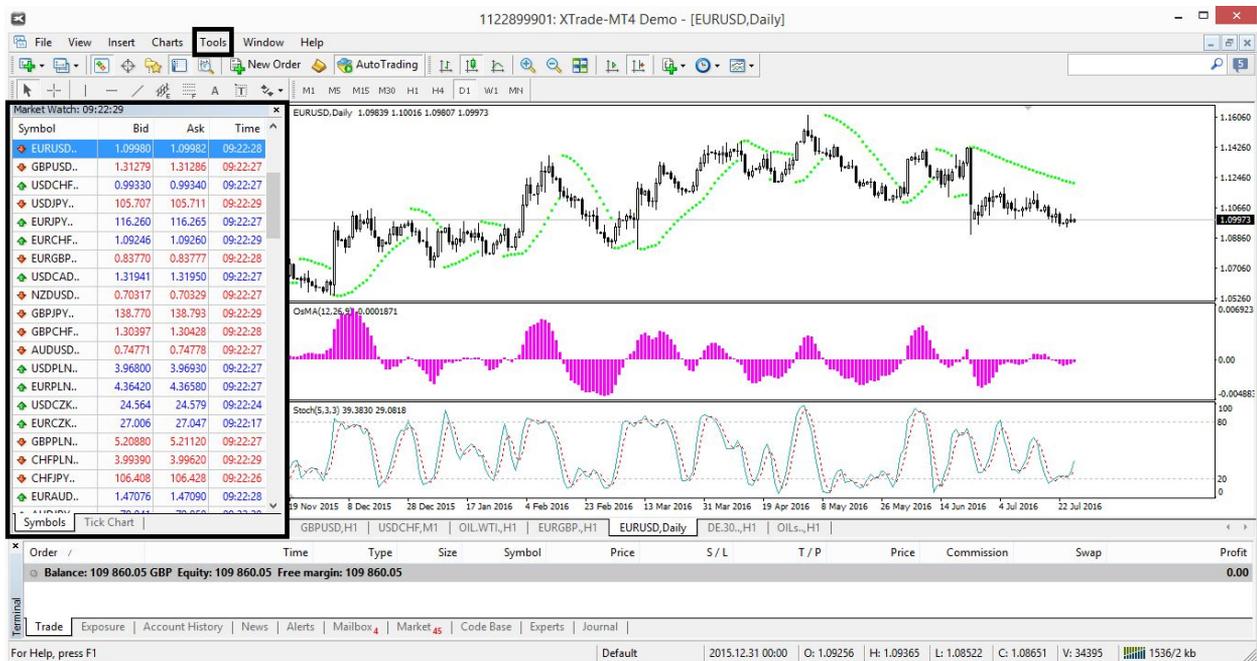


# How to place a trade on MT4

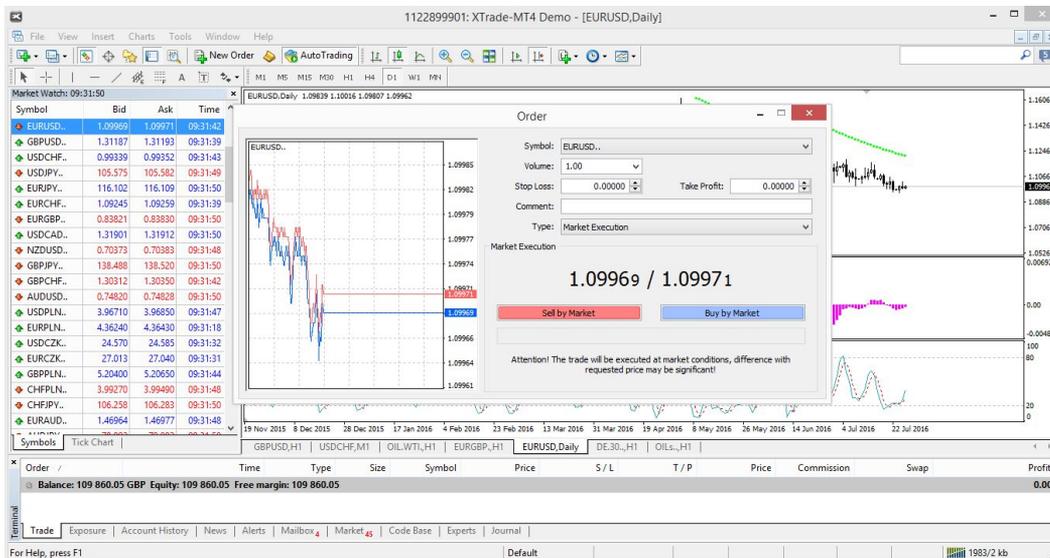
- Placing a trade on MetaTrader 4 platform is simple and intuitive
- There are several different ways to open a trade
- The Market Watch window on the left hand side of the platform
- The “Tools” tab on the top menu of the platform
- The F9 button on the keyboard

MT4 offers you several different ways of opening a trade, including:

- The Market Watch window on the left-hand side of the platform.
- The “Tools” tab on the top menu of the platform.
- The F9 button on the keyboard.



1. In order to place a trade in the Market Watch window, you must first select the instrument from the list and double-click on the chosen market. After doing so an order window will appear.



In the order window, you can choose parameters such as volume and whether to use a Stop Loss or Take Profit order. After choosing the conditions of your trade, press the blue buy button if you want to go long, or the red sell button if you would like to short.

2. To place a trade using the 'Tools' tab, click 'New Order'. After selecting this, an order window will appear which allows you to select the parameters in the same way as explained above.

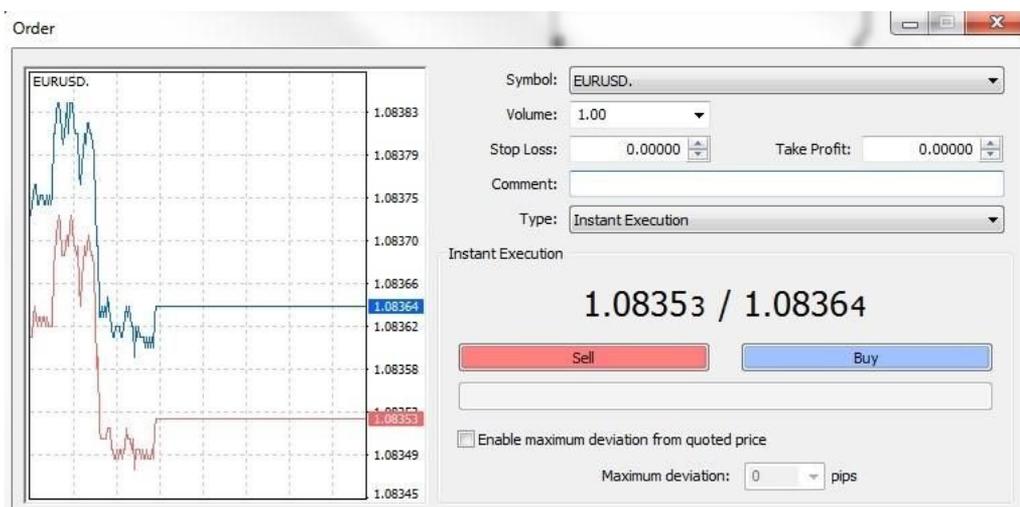
3. You can open the order window instantly simply by pressing F9 once you've found your chosen instrument.

The MT4 platform offers different options when opening or closing positions.



To open orders in the market window, you must right-click on the specified instrument and then select "new order", or double-click the left mouse button on the selected instrument.

When the order window opens you will see the parameters that you can set:



**Symbol** shows what instrument you have currently open.

**Volume** gives you the opportunity to choose the size of your trade (in lots):

Remember:

1 lot is equivalent to 100 000 units of the base currency, which in this example, is euro. Proportionally 0.1 lot is 10 000 and 0.01 lot is 1000 units of the base currency.

**Stop Loss** - This is an order which is designed to limit losses if the market moves against your position, hence the name; stop losses. The order is executed automatically.

**Take Profit** - This is an order which automatically closes your position when the price reaches your specified profit target.

Comment gives you the possibility to write a comment on your trade and keep trading notes.

**Type** - select the type of order: Instant Execution or Pending Order.

There are 4 types of pending orders (except Stop Loss and Take Profit):

- Sell limit: Selling the market at a rate higher than the current price.
- Buy limit: Buying a market at a price lower than it is currently.
- Sell Stop: Selling the market at a rate lower than the current price.
- Buy Stop: Buying the market at a price higher than it is currently.

**Sell** - we sell EUR and buy USD

**Buy** - we buy EUR and sell USD

**Enable maximum deviation from quoted price** - Here we can determine the maximum deviation from the price we want to open the trade.

Open and pending orders are visible in the "Trade" tab in the terminal window.

Order /	Time	Type	Size	Symbol	Price	S / L	T / P	Price	Commission	Swap	Profit
58797878	2015.05.04 18:48:55	sell	0.10	de.30.	11637.4	11803.6	10893.1	11399.3	0.00	0.00	2 408.11
Balance: 100 020.10 PLN Equity: 102 428.21 Margin: 879.09 Free margin: 99 141.01 Margin level: 11651.63%											
58837043	2015.05.06 09:21:52	sell stop	0.10	de.30.	11299.2	0.0	0.0	11398.4			

The fastest way of opening a position is to use the one-click trading option. To activate one-click trading, Press alt + t.



Once one-click trading has been activated, we can open a position at the market price, buy or sell, and set the position size. Please note that the order will open right away.

To close an open position click the "x" in the Trade window in the Terminal.

Another way to open a position is to right-click on the chart window and select 'Trading' and then 'New order'. Here, you can set pending orders, as well as putting limits and stops order in place.



To make it quicker, you could also open a limit order by right-clicking on the chart and choosing a sell or buy limit order according where you clicked.



Another way is to right-click the line order and select 'close'.



If you would like to close only a part of position, click the right-click on the open order and select "Modify". Then, in the Type field select instant execution and choose what part of the position you want to close

Order #60655382 sell 0.50 USDJPY. at 123.843 sl: 123.891 tp: 0.000

USDJPY.

Symbol: USDJPY.

Volume: 0.3

Stop Loss: 0.000 Take Profit: 0.000

Comment:

Type: Instant Execution

Instant Execution

123.829 / 123.850

Sell Buy

Close #60655382 sell 0.30 USDJPY. at 123.85000

Enable maximum deviation from quoted price

Maximum deviation: 0 pips

# MT4 BASICS

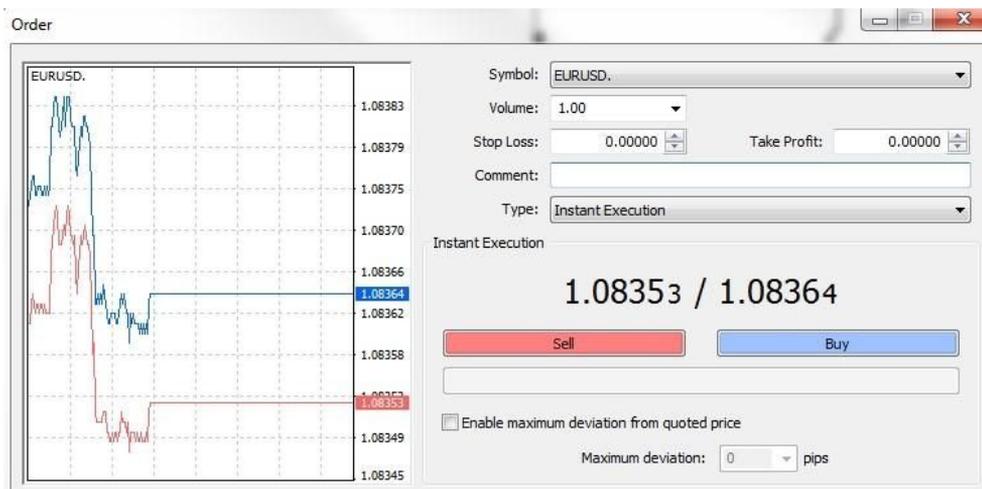
Metatrader 4 is a platform for trading currencies, commodities and indices. The wide range of instruments it offers and an extremely intuitive interface makes it one of the most popular trading platforms, which is used by traders from all around the world.

Once you launch the trading platform, you will see several windows:



Symbol	Bid	Ask
VOLX.	14.87	15.02
JAP225.	19548	19574
HKComp.	27336	27358
BRAComp.	57698	57823
HUNCo...	22641	22721
INDIA50.	8160.9	8165.7
CZKCASH.	1034.7	1037.7
SOYBEAN.	972.52	973.52
MEXComp.	44997	45123
NICKEL.	13933	14038
AUS200.	5650	5655
KOSP200.	262.2	262.7
US2000.	1226.6	1227.4
TNOTE.	126.64	126.68
BUND10Y.	153.15	153.18
SCHATZ2Y.	111.15	111.19
SUIZ0.	9036	9042
CORN.	359.28	359.67
NATGAS.	2.805	2.820
COPPER.	6375	6398
ALUMINI...	1848	1860
ZINC.	2304	2316
PLATINUM.	1126.0	1133.6
OIL.WTL.	59.53	59.58
CRUDEOIL	1.87951	1.87999

In the **Market Watch** section, you'll find a large base of instruments available on the platform. If you'd like to see more, simply right-click on any instrument and select 'show all instruments'. To open a position, double-click on your selected instrument and a separate window will open.



Order

EURUSD.

Symbol: EURUSD.

Volume: 1.00

Stop Loss: 0.00000 Take Profit: 0.00000

Comment:

Type: Instant Execution

Instant Execution

1.08353 / 1.08364

Sell Buy

Enable maximum deviation from quoted price

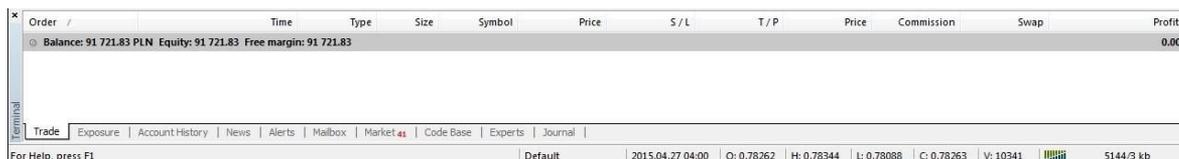
Maximum deviation: 0 pips

The symbol shows what instrument we have currently open.  
Volume gives us the option to choose the size of our trade (in lots):  
Remember:

- **1 lot** is equivalent to 100,000 in the base currency, or the euro in this example. Proportionally, 0.1 lots is €10,000, and 0.01 lots is 1,000 units of base currency
- **Stop Loss** - This is a pending order to limit losses if the market makes a move in the opposite direction to the one you've predicted. The order is executed automatically.
- **Take Profit** - Type of pending order that automatically closes the transaction when the price reaches the profit you've specified.
- **Type** - select the type of order: Instant Execution or Pending Order.
- **Sell** - we sell EUR and buy USD
- **Buy** - we buy EUR and sell USD
- **Enable maximum deviation from quoted price** - Here we can determine the maximum deviation from the price we want to open a position from.



In the **Navigator** window you can see all of your accounts, available indicators, strategies, and scripts. If you want to log into another account just double click the login of that account and enter your login, password and choose your server.



In the terminal you can monitor your positions, both open and pending.  
In the first "Trade" tab you can see:

- **Balance:** the amount of the money you have in your account before opening positions
- **Equity:** your account balance plus the profit/loss of your open positions
- **Margin:** how much money has been set aside to secure the open positions
- **Free margin:** the difference between your account equity and the margin set aside to cover open positions. This indicates the amount of available funds to make new trades.
- **Margin level:** is the ratio of equity to margin:  $\text{Margin Level} = (\text{Equity} / \text{Margin}) \times 100$

100% margin call level means if your account margin level reaches 100%, you can still close your open positions, but you cannot open any new positions.

At XTb, your margin close level is set to 30%, which means if your margin level falls below this level, the platform starts to close your losing positions automatically. This is an automatic safety mechanism to help protect your account funds and prevent losses from deepening. It starts by closing the biggest losing position and stops when your margin level returns to at least 30%. Learn more about margin [here](#).

The terminal window has also a number of helpful bookmarks. You can view your past trading activity and generate a report of a specified period.



The main part of the platform is the **Chart Window**, which has a black background by default. However, the MT4 platform easily allows you to customise the appearance of the charts for your needs. Simply:

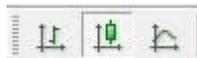
Right-click on the chart and select 'properties'. Here, we can use the default templates (colour, design) or create your own.

If you'd like to save your template for when you open new charts, simply right-click on the chart, select Template, then Save Template, and give your new template a name. Then you're ready.

On the MT4 platform you can also easily keep track of the price of the instrument at different intervals:



You can easily change the chart type:



Zoom in or out of graphs:



Apply any element:



Add an indicator using the button below:



If you'd like to view multiple charts in one window, just click the button displayed below:

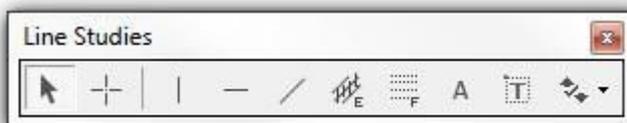


As you can see, the Meta Trader platform provides you with plenty of ways to customise and adjust the platform to suit your needs. Remember that all trading carries a level of risk and losses can exceed deposits.

## MT4 CHARTS & TECHNICAL ANALYSIS

The MetaTrader 4 platform provides access to a wide range of chart analysis tools. These tools can be found in the Line Studies tab.

In the standard view we see 10 different icons.



The first is the arrow or a standard mouse cursor.

This is the cross, which allows you to check price and date / time on charts. The cross will allow you to measure the graph height of the movement in pips and see how many candles the price move lasted.

This tool is a vertical line. It is useful in marking date or time on the chart.

For the application of support and resistance levels you can use the horizontal line. It also allows you to select the psychological levels on your chosen market.



The next icon shows the trendline. It is the most commonly used tool by many traders. It allows us to highlight upward or downward trends by applying them to tops and price bottoms respectively. Taking this opportunity let's see how to properly build the trendline.



Before we begin to draw a trendline we have to localise the outermost price movements. Then we put a trendline on the first peak price in a decrease trend. The second point will be applied in such a way that the line does not intersect candles that lie between the points. Let us remember that a properly applied trendline is drawn at maximum prices, so-called candle wicks, instead of closing prices. When the price bounces up from the mapped trendline, it will be a confirmation of the strength of the trendline.

The next tool is the Equidistant Channel, which is a trendline with a built-in second parallel line.



One of the most popular technical tools is the [Fibonacci Retracement](#). It is used to determine significant levels of support and resistance, from which the market may reverse its movement.



In the above example, we see a clear rebound in price on the 50% retracement level.

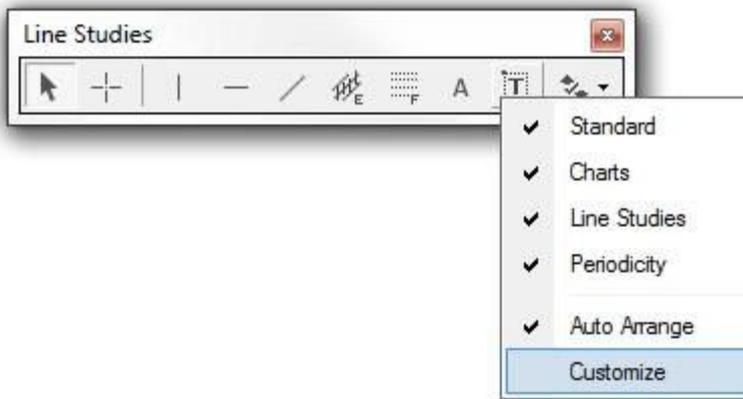
Next is a text level. This allows you to write on the chart either in a fixed position on the chart or free-standing.

The last icon allows the use of different kinds of symbols which can be applied for informative reasons.

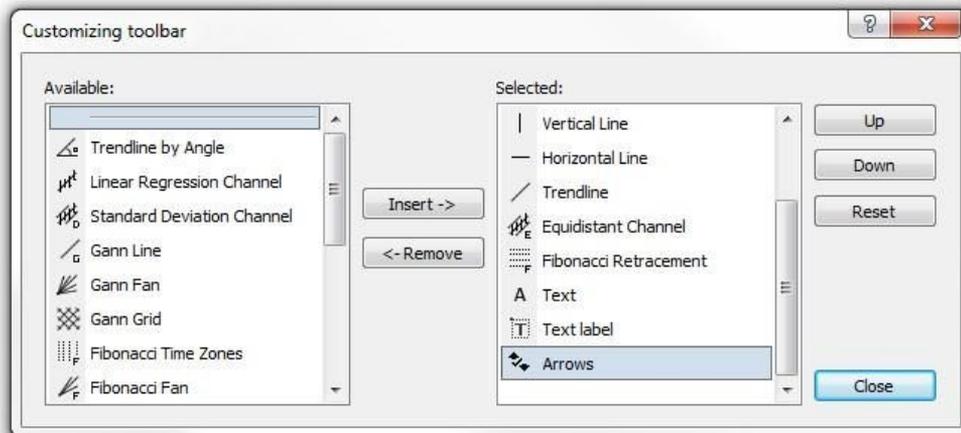


Each tool in the graph can be edited by double-clicking on the object and then selecting the 'Object Customise' tab. Now we can change the color of a particular tool or set personalised parameters.

There's also a possibility of extending the palette of instruments. To do this, right-click on the Line Studies panel, and choose Customise.



Selecting this will show all available tools. After moving tools to the right side they will appear on the primary display.



Now we've covered the basic tools available on the MT4 platform, we can begin to use it in our daily market analysis.