

# FxPro Partners Portal Guide



## What is the FxPro Partners Portal?

The FxPro Partners Portal provides FxPro partners with information about their partnerships and clients.

Partners can use the menu on the left-hand side to navigate between the two main components of the system, namely, the Dashboard and the Reports, to access various statistics and important information about their clients.

### The Dashboard

The Dashboard gives you a visual representation and statistics of some of the most basic and valuable information including your income and the volume and symbols traded by clients, as well as your clients' registrations and activations.



Trade Responsibly: Trading CFDs involves significant risk of loss

- a. Side Menu: Use the side menu to navigate between the Dashboard and the Reports pages, or to Log Out of the system.
- **b.** Search button: Use the search button to look for a particular report.
- **c.** Select Partnership: Select a Partnership Account from the dropdown list (Note: This filter applies to the charts below and has no impact on the income charts above this button)
- **d.** Period: Select the period for which you would like to view more information (Note: This filter applies to the charts below and has no impact on the income charts above this button)
- e. Current Month Income: Shows cumulative current month's rebate income from all partnerships.
- **f.** Refresh: Click on *c* sign to update current month's income and Annual Income. You can see the date and time of last update.
- **g.** Show more info: Click on 'Show more info' to view more information including rebates, commission mark-up, spread mark-up, sub IB commission and total in USD.
- **h.** Previous Month Income: A total of your income during the previous month.
- i. 3 Months' Average Income: Average income for a period of three months. Hover over a particular point in time to view more information.
- **j.** Annual Income: Your annual income. Hover over a particular point in time to view more information.
- **k.** New Unique Clients: Total number of new unique clients registered during the selected period of time.
- I. New Trading Accounts: Number of new trading accounts registered during the selected period of time.
- **m.** Lots by Symbol/Volume by Symbol: A representation of lots and volume traded by symbol during the selected period of time. Hover over the pie chart to see the percentage of each symbol.
- **n.** Lots and Volume by Platform: Information about lots and volume traded, as well as trades placed per trading platform. Click on = sign to change into pie chart representation of the information.
- **o.** Lots: Total lots traded for the selected period of time.
- **p.** Volume: Total volume traded for the selected period of time.
- **q.** Trades: Total trades placed for the selected period of time.
- **r.** Deposits and Withdrawals: Information about deposits, withdrawals and net deposits for the selected period of time from all clients. Hover over the chart to see actual values in USD.
- **s.** Clients Read Only/Full Access Accounts: The number of full access client accounts and read-only client accounts for the selected period of time. Hover over the chart to see results as a percentage.
- t. Click on 'Refresh' or 'Auto Refresh' buttons, to update information on the charts below.

## Reports

In the Reports section you can access a variety of different types of reports which contain useful data, including information about registrations, trading activity and client summaries. You can select the period for which you would like to see results, filter results by column headers and export each report to EXCEL or as a PDF file.

January 2016 🖬 November 2016 🖬

CREATE Q GET REPORT REQUESTS

#### a. Partner Clients

Under Partner Clients, partners can find useful client information including name, login, their respective registration date, country and email details, their account currency, and the date on which they placed their last trade.

#### b. Summary By Client

Summary By Client allows you to access important information about a partner's clients. Click on 'Create' to create a new report, or click on 'Get Report Requests' to view existing reports for the months you have selected.

By clicking 'Create' and then 'Get Report Requests', you can select a downloaded report and view a summary of each of your partnerships. You will see separate reports for each rebate scheme category (e.g. separate report for FxPro SuperTrader rebates).

You may then click on a partnership to view additional information including the performance of the partnership by client per symbol for the chosen time period.

You can also group report values by login, group or symbol simply by selecting one of the below options.

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	Minor FX		GBPAUD						1.000.00							
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#### c. Trading

Trading gives an overview of partner trading activity per month or per day. Here you can find important data including the number of clients trading on a particular date, new clients and accounts traded and funded, the number of clients that funded their accounts, the number of trades placed, lots traded and their value in USD, as well as the sum of deposits, withdrawals, net deposits and net credits.

#### d. Registrations

Shows the number of new registrations acquired per day or per month in a chronological order. You may choose to filter results according to any other column header. Under Registrations you can also find the number of activated email addresses and accounts; the number of read-only and full access accounts; the number of total funded accounts and emails, as well as total clients' deposits, withdrawals and net deposits in USD.

#### e. Summary by Symbol

Summary By Symbol report allows you to view the per symbol performance of your partnerships for the requested time period.

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You may then click on a partnership to view additional information including the performance of the partnership per symbol for the chosen time period.



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