

The Help Icon

This is the **Help icon**. It is located on all of the student's portfolio pages.



For my example I will click on the **Help icon** from the **Transaction Notes** page

The Transaction Notes link can be found at the **top menu** under **TRADE**



Transaction Notes Page **Help icon link**



Transaction Notes for Team ID:MI_6_ZZ79 As Of: 06/26/2015

Trade Type	TICKER	Shares or \$Value	Limit Price	Trade Entered	Confirmation	Description
Buy	GPRO	30	MKT	2015-05-19 13:07:54	SFM-0205	Order Executed
Sell	CHK	100	MKT	2015-05-19 13:06:35	SFI-0205	Order Executed
Sell	PEP	40	MKT	2015-05-19 13:04:56	SFJ-0204	Order Executed
Buy	AMZN	200	MKT	2015-05-15 12:10:53		Exceeds max % for eq: by \$37714
Sell	ANF	300	MKT	2015-05-15 12:10:03	SFJ-0355	Order Executed
Buy	MSFT	100	MKT	2015-05-15 12:08:35	SFJ-0354	Order Executed

Continue on the next page

Below is the Help icon page. The description explains many of the messages students may receive after attempting a trade.

HOT TIP :

Transaction Notes is the first place to look when a trade your team entered does not appear in the *Account Holdings* after 24 hours. Any errors or problems with the trade will be explained here in the Description column.

1 Description

Description provides the status of each trade. If a trade was processed as entered, the Description column will say "Order Executed." If the trade was not processed, the Description column will contain an explanation. Descriptions for trades that did not go through include:

- **Cannot Buy a Stock Below \$3.00:** You attempted to buy a stock or mutual fund that was trading for less than \$3.00 per share. This is not allowed in the SMG.
- **Exceeds max % for eq:** Your state Coordinator has set a maximum % of equity you can have in any one security and the trade you entered exceeds this maximum-See Hot Tip at the bottom of this page for more information.
- **NO connection to portfolio server:** System was unavailable for trading. Try again later.
- **Not enough position for transaction:** You are trying to enter a transaction to sell or short cover more of a security than you currently hold in your portfolio.
- **Order Canceled:** You canceled the trade before the close of market, while it was still in Pending Orders. Note: this only applies to teams in end-of-day regions.
- **Order Executed:** A trade you entered was accepted.
- **Order Rejected Limit Price Outside Range:** You entered a limit price that was not met.
- **Possible problem with order:** You will get this message if a system error occurred during processing. If you get this message, check Account Holdings the day after you entered the trade to see if it has been processed. If not, re-enter the trade.
- **Rejected - Invalid price:** You entered an invalid limit price or the data feed has an invalid price.
- **Rejected - Invalid quantity:** You entered an invalid quantity for the number of shares.
- **Rejected - Margin exceeded by: \$x,xxx:** You did not have enough money for the trade, even if you borrowed the maximum-the exact amount will be shown.
- **Rejected - Security Not On File:** You have entered a symbol for a security that is not in the database. Please check the ticker to be sure it was not entered incorrectly. Remember to check the list of securities that have been blocked from trading. There are a variety of reasons SMG teams cannot purchase certain securities.
- **Rejected - Trading is no longer allowed for this security:** You have entered a symbol for a security that is no longer trading. If you get this message and find the security is still trading, please have your advisor contact your state Coordinator.
- **Symbol price is zero:** You have either entered an incorrect ticker symbol or the system price data feed is not pricing the security. If the ticker symbol is correct, have your advisor notify your state Coordinator.

HOT TIP :

If you see the description of *Trade exceeds maximum percent for equity*, your Coordinator has set a percent of total equity you can have in one security to promote diversification. This rule applies only to opening trades (buy or short sell) and to additional trades of the same security. How to calculate: if the maximum percent is set at 30, no more than 30% of your total equity x 2 (to account for being able to buy on margin) can be spent on one security. No action is taken, however, if the value of a security in your portfolio increases to over this amount.

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