

Learning TradeStation
Order-Entry Tools and Preferences



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Welcome to the Learning TradeStation series. The main topics in this lesson are included below for your easy reference, and the complete links for more features are available in the TradeStation® platform help system.

To access the topics directly on your desktop, navigate to the top Menu bar within the TradeStation platform, then select **Help > Get Help > Platform Trading**.

Order-Entry Tools and Preferences

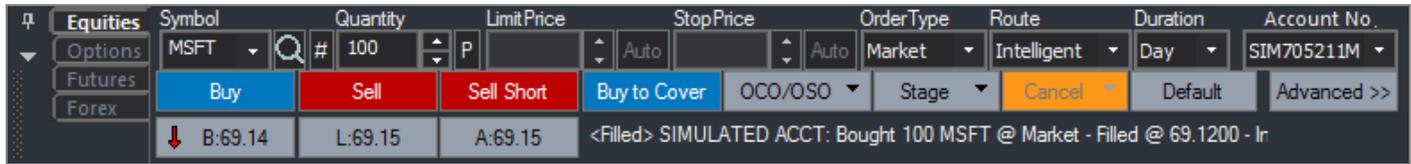
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About the Trade Bar

The Trade Bar allows you to efficiently place discretionary trades as well as customize strategy-generated orders. You can place market, limit, stop market, and stop limit orders for listed securities directly into the market. The Trade Bar works in conjunction with the TradeManager window, where all of your trading activity is logged in real-time. For more information on the TradeManager window, see [About TradeManager](#).

The Trade Bar input fields and controls for the selected Order Type.



Equities	Symbol	Quantity	Limit Price	Stop Price	Order Type	Route	Duration	Account No.	
Options	MSFT	# 100	P	Auto	Auto	Market	Intelligent	Day	SIM705211M
Futures	Buy	Sell	Sell Short	Buy to Cover	OCO/OSO	Stage	Cancel	Default	Advanced >>
Forex	↓ B:69.14	L:69.15	A:69.15	<Filled> SIMULATED ACCT: Bought 100 MSFT @ Market - Filled @ 69.1200 - Ir					

Although the specific inputs will vary based on the type of instrument you select, the upper area of the Trade Bar contains the fields where you enter information about your order, such as symbol, quantity, and duration.

The middle area of the Trade Bar contains the buttons that you use to actually place a buy or sell order.

The lower area of the Trade Bar also contains the Message box, where important information about your trading activity is displayed. All messages displayed in the Message box are logged to the [TradeManager - Messages](#) tab in the TradeManager window.

Related Topics

[Trade Bar Buttons and Fields](#)

[Displaying or Hiding the Trade Bar](#)

[Customizing the Trade Bar](#)

[Setting Order Entry preferences](#)

[About OCO/OSO Trade Bar](#)

[About Staged Orders](#)

Equities Orders

[Placing an Equities Order](#)

[Canceling an Equities Order](#)

Options Orders

[Placing Single-Leg Orders](#)

[Placing Multi-Leg Spread Orders](#)

[Canceling an Options Order](#)

Forex Orders

[Placing a Forex Order](#)

[Canceling a Forex Order](#)

 Similar functionality is available in the Mobile and Web Trading versions of TradeStation.

About Matrix Orders

TradeStation clients can use the Matrix window to rapidly place or change orders without the Trade Bar. The matrix can be used to directly place orders for Stocks by simply loading the appropriate symbol and using one of the following order selection methods.

Buy Orders - Auto Order Type or Limit & Stop

Example: If you are buying below the last price, it will be a buy limit order.

To quickly place a Buy order using the current order settings (Order Type, Quantity, Duration, etc.), click on the cell in the Bid Size column that corresponds to the price at which you want to buy (cover). If the order type Auto (LMT/STP) or Auto (LMT/STL) has been selected, the Matrix will automatically specify a Buy Limit, Buy Stop-Market, or Buy Stop-Limit order based on whether the selected Bid Size is above or below the current price. If the order type Limit, Stop Market, or Stop Limit is selected, the Buy order will always be of that type.

 VIDEO - Placing Limit and Stop Orders Using the Matrix

Sell Orders - Auto Order Type or Limit & Stop

Example: If you are selling stocks you don't own.

To quickly place a Sell order using the current order settings (Order Type, Quantity, Duration, etc.), click on the cell in the Ask Size column that corresponds to the price at which you want to sell (short). If the order type Auto (LMT/STP) or Auto (LMT/STL) has been selected, the Matrix will automatically specify a Sell Limit or either a Sell Stop-Market or Sell Stop-Limit order based on whether the selected Ask Size is above or below the current price. If the order type Limit, Stop Market, or Stop Limit is selected, the Sell order will always be of that type.

Changing the Order Type for Buy and Sell Orders

In the Order Settings section, use the Order Type drop-down list on the [Matrix Trade Bar and Advanced Orders](#) portion of the Matrix window to change the order type to one of the following:

- **Auto (LMT/STP)** - Specifies the automatic selection of a Limit or Stop-Market order depending on whether the selected cell is above or below the current price in the Bid Size or Ask Size column.
- **Auto (LMT/STL)** - Specifies the automatic selection of a Limit or Stop-Limit order depending on whether the selected cell is above or below the current price in the Bid Size or Ask Size column.
- **Limit** - Specifies that a Limit order will be placed using the selected Bid Size or Ask Size cell as the Limit price.
- **Stop Market** - Specifies that a Stop-Market order will be placed using the selected Bid Size or Ask Size cell as the Stop price.
- **Stop Limit** - Specifies that a Stop-Limit order will be placed using the first selected Bid Size or Ask Size cell as the Stop price and the second selected cell as the Limit price.

Buy and Sell Market Orders

Clicking the or button in the Place Order section, allows you to select the type of market order to be placed using the default quantity. You'll be asked to confirm the order values and, when filled, you should see the resulting position reflected in the Matrix P/L column.

Buy and Sell Trailing Stop Orders

Clicking the or button in the Place Order section, allows you to select the type of trailing stop order to be placed using the default quantity. You can choose a trailing stop price based on either a number of points (Pts) or a percentage (%), with a specific value

specified in the Amt field. You'll be asked to confirm the order values and, when filled, you should see the resulting position reflected in the Matrix P/L column.

 VIDEO - Trading with Trailing Stops Using the Matrix

Attach OSO Order

Check Attach OSO and select an [OSO Order](#) template (from the OSO drop-down list). The order specified in the OSO template will be sent when you place an order from the Matrix window. These secondary OSO orders will become active when the primary matrix order is filled. To change settings for a selected OSO template, click the ellipsis  button. For more information, see [About OCO and OSO Templates](#) or [Order Cancels Order & Order Sends Order - Trade Bar](#).

 VIDEO - Attaching a Stop Loss to an Entry Using OSO in the Matrix

 VIDEO - Scaling Out of Open Positions Using the Matrix

Place OCO Order

To place an [OCO order](#), select an the desired OCO template (from the OCO drop-down list) and click the Place OCO Order button. To change settings for a selected OCO template, click the ellipsis  button.

 VIDEO - Placing Breakout and Fade Trades Using the Matrix

 VIDEO - Placing Profit Targets and Stop Losses Using the Matrix

Manage Order(s)/Position

Selecting on the following options will immediately perform the following cancel or close action for the active symbol:

- **Cancel/Replace Open Orders** - To quickly cancel an open order, click on any cell in the Orders column containing an open order - the selected order will be immediately canceled. In addition, you can also replace an open order by simply holding and dragging the order from its initial cell in the Orders column to a new price level in the same column - any unfilled position of the order will be moved to the new price level. While dragging, the value of change at each price increment between the original and new price level will be displayed to show the effect the change will have on the order.
- **Canceling All Open Orders** - Clicking the Cancel All button on the Matrix Trade Bar will cancel all open Stop and Limit orders only for the current symbol in the active Matrix window. Open orders for other symbols will not be canceled.
- **Reversing a Position** - Clicking the Reverse button on the Matrix Trade Bar will reverse the current position. For example, if you're long your position will be reversed to be short in one action. It will work the same way when going from short to long, for example a position that is short 500 shares will be reversed to be long 500 shares. For Equity symbols that are not 'shortable', the long position will be canceled resulting in a flat position.
- **Closing a Position Immediately** - Clicking the Close button on the Matrix Trade Bar will immediately exit the current position by placing the appropriate market order. You can also click on a cell in the P/L column to instantly place a limit or stop market order at the corresponding price - if there is an existing open order to sell any portion of the position, then that order will be canceled and replaced with a new order to close the entire position.

Advanced Trade Bar Settings

From the [shortcut](#) menu, select View Advanced Trade Bar to access the advanced order settings such as [Activation Rules](#), [If Touched](#) (MIT & LIT), and others. For more information, see [About Advanced Orders](#).

Confirm Dialog

To quickly cancel an open order, click on any cell in the Orders column containing an open order - the selected order will be immediately canceled. In addition, you can also replace an open order by simply holding and dragging the order from its initial cell in the Orders column to a new price level in the same column - any unfilled position of the order will be moved to the new price level.

Related Topics

[About the Matrix Window](#)

OCO/OSO Orders

OCO (Order Cancels Order), Bracket OCO, and OSO (Order Sends Order) are types of conditional orders that can be placed from the Trade Bar or a Trade Bar in an analysis window.

► Click the **OCO/OSO** button from the Trade Bar and choose an OCO/OSO order from the drop-down list. The [Order Cancels Order & Order Sends Order - Trade Bar](#) dialog is displayed.

- An **OCO (Order Cancels Order)** order consists of a group of two or more parallel orders that are linked together in such a way that if one of the orders is filled, then all of the other parallel orders are canceled. For example, let's say that an OCO order consists of two orders; 1) a limit order to buy 500 shares of one symbol and 2) a stop order to sell 200 share of another symbol. If the limit price of #1 is hit and fills, the stop order #2 is automatically canceled.

There is no limit to the number of parallel orders in an OCO group of orders. When any one of them is filled, the others in the group are canceled.

- A **Bracket OCO** order consists of two exit orders with the same symbol, quantity, and order action (Buy, Sell, etc.). When one of the orders is partially filled, the other order's quantity is automatically decremented by the same amount. For example, if you have a sell limit order for 1000 shares and a sell stop order for 1000 shares, and the limit order is partially filled for 500 shares, the stop remains open and automatically decrements to 500 shares to match the remaining open position.
- An **OSO (Order Sends Order)** order consists of a primary order that will send one or more secondary orders when the primary order is filled. For example, there is an OSO order consisting of three orders, where the primary order 1) is a limit order to buy 1000 shares of a symbol, and attached to it are two other orders: 2) a limit order to buy 500 shares of another symbol in the same industry and 3) a stop order for 1000 share of the primary symbol at a specified price below the limit price for that order. When the primary order is filled, the two additional OSO orders are sent: one that buys additional shares of a related symbol, and another that sets a stop loss for the primary symbol.

Related Topics

[About OCO/OSO Trade Bar](#)

[OCO/OSO Columns and Fields](#)

[OCO and OSO Templates](#)

[Custom OCO and OSO Orders](#)

[Changing OCO/OSO Templates Preferences](#)

[About Trade Bar](#)

Using Chart Trading

TradeStation Chart Trading is an application that allows you to quickly and easily place trades, manage positions, and manage orders from a chart. It integrates click-and-drag order placement functionality and ease-of-use to a Chart Analysis window.

 Similar functionality as above is available in the Mobile and Web Trading versions of TradeStation.

► To apply chart trading to the active chart in the desktop platform, select Chart Trading from the [shortcut](#) menu or click the **Chart Trading**  icon from the Chart Analysis toolbar. The ChartTrading panel appears and docks to your chart window. **Using ChartTrading** also appears with popular speed keys for placing trades.

 **VIDEO - Enabling Chart Trading in Chart Analysis**

 If the Chart Trading icon does not appear on the toolbar, use the **Toolbar Options > Customize** menu sequence to access the Customize dialog, and under the **Commands - Chart Analysis Toolbar** category drag **Chart Trading** to the position you want the icon to appear on the Chart Analysis toolbar. See [Customize - Commands](#) for more about customizing the toolbar.

 **VIDEO - Placing Limit and Stop Orders Using Chart Trading**

Trades can be placed by clicking on the various order entry buttons in the Order Panel or by clicking directly on the chart. The chart trading order bar is much like the Quick Trade Bar and integrates click-and-drag order placement functionality that is similar to that found in the Matrix.

 **VIDEO - Placing Breakout Trades Using Chart Trading**

Placing Orders Using the Chart Trade Bar

The screenshot shows the Chart Trade Bar interface with the following sections:

- Order Settings:** Account SIM701264M, Quantity 500, Duration P Day, Attach OSO checkbox, Exit - Brk - 1L/1S.
- Place Order:** Buy/Sell buttons with price and quantity, Buy Mkt/Sell Mkt, Take/Hit, Buy Trl/Sell Trl, % or Pts dropdown, Amt 1.00, Place OCO Order button, Entry - B/F Buy dropdown.
- Manage Orders/Position:** Cxl All, Cxl Active, Reverse, Close buttons, VWAP: 73.55, Position: 800, AvgPrice: 62.20114, OpenP/L: 9207.09, OpenP/L%: 18.50%, Disable checkbox, Help link, Version 73.

Order Settings

- **Account Number** - The Account to use for your trades in this chart.
- **Order Quantity** - The number of shares, contracts, or lots to trade.
- **Order Duration** - The duration type of the order.
- **Attach OSO** - Check to attach the listed OSO order type.
- **OSO Order Types** - Drop-down list of available OSO orders.

Place Order

- **Buy** - Buy Limit at the best Bid price (Bid size shown under Bid price).
- **Λ or V** - Upward or downward market direction.
- **Sell** - Sell Limit at the best Ask price (Ask size shown under Ask price).
- **Buy Mkt** - Buy at current market price.
- **Sell Mkt** - Sell at current market price.
- **Take** - Buy Limit at the best Ask price.
- **Hit** - Sell Limit at the best Bid price.
- **Buy Trl** - Buy with trailing stop.
- **Sell Trl** - Sell with trailing stop.
- **% or Pts** - Trail by percent or number of points.
- **Amt** - The value (% or Pts) for the trailing order.
- **Place OCO Order button** - Click to place the listed OCO order.
- **OCO Order Types** - Drop-down list of available OSO orders.

Manage Orders/Position

- **Cxl All** - Cancel all open orders for the symbol.
- **Cxl Active** - Cancel open orders in the current session.
- **Reverse** - Reverse the side of your open positions.
- **Close** - Close your position.
- **VWAP** - Volume weighted average price of your position.
- **Position** - Size of current position.
- **AvgPrice** - The average price of current position.
- **OpenP/L** - The profit (positive) or loss (negative) of the current position.
- **OpenP/L%** - The percent profit (positive or negative) of the current position.

Disable - When checked, disables order panel.

Help- Displays online help.

Place Orders by Clicking in a Chart

When placing orders by clicking on the chart, Ctrl + Left Click mimics the behavior of clicking on the bid side in the [Matrix](#) window and Alt + Left Click mimics clicking on the ask side in the Matrix window.

- Open orders can be moved to new price levels by simply dragging their corresponding order lines.
- Right-clicking an order line will allow you to edit the order's quantity and/or price.
- Selecting an order line and pressing the delete key will delete the order.

The following table summarizes the various key and mouse click combinations that may be used to place orders by clicking directly on the chart:

Key + Mouse Click Combination	Order Action
Ctrl + Left Click (Below the Ask)	Buy Limit @ selected price
Alt + Left Click (Above the Bid)	Sell Limit @ selected price
DELETE key on Open Order Line	Cancel Order

Related Topics

[Chart Trading \(Indicator\)](#)

[Quick Trade Bar for Equities and Futures](#)

[Quick Trade Bar for Forex](#)

Placing Orders using Activation Rules

This order feature allows you to determine when an order will be sent to the market based on either a specified time or price action of one or more symbols. Activation rules for a given order are specified using the Activation Rules option.

 Activation rules are only active during the regular session.

 VIDEO - Using Time and Price Activation Rules in the Trade Bar

Placing a Time-based Activation Rule

1. From the Trade Bar, click **Advanced**.
2. Place a check mark next to *Activation Rules*.
3. Click . The Activation Rules dialog is displayed.
4. Place a check mark in *Time* and enter a time that the order is to be routed to the market.
5. Click **OK** to save the time rule.

 A time-based activation rule is only evaluated during the first active regular session after the order is created.

Placing a Price-based Activation Rule

1. From the Trade Bar, click **Advanced**.
2. Place a check mark in *Activation Rules*.
3. Click the ellipsis  button. The Activation Rules dialog is displayed.
4. Place a check mark in *Price*.
5. Enter a symbol, or click **Lookup** to lookup the symbol.
6. Click **Add**. The symbol will be displayed in the Activation Rule field.
7. Edit a conditional operator (>, >=, <, <=), value (target price), and [activation trigger type](#) for each symbol. This will determine each of the price conditions used to activate the order. You can also specify how multiple conditions (up to four) are combined by using the 'And' and 'Or' expressions (the default is 'And'). To remove a condition, click on the X.
8. Click **OK** to save the price rule.

 All of the Activation Rule conditions must be true for the order to become active. For example, if an activation time of => 3pm (equal to or greater than 3pm) is set and a trigger price is selected for a symbol, the order will become active only if the time is 3pm or greater and the symbol reaches the price target. For a GTC order, if the price-based and time-based rule conditions are not met during the first active session after the order is created, then only the price-based conditions will continue to be tested on successive sessions until the GTC order is filled or canceled.

Related Topics

"Placing Orders using Activation Rules" above

About the Position Graph Bar

The Position Graph Bar is used to keep track of selected account positions and quotes by using a colored bar graph format. By default, it is docked to the Position Graph tab at the top of the desktop; however, it can be moved or resized. Position graphs are plotted from zero to your current profit or loss. They use a common scale by default to show each symbol's profit or loss in relation to your maximum run-up or maximum draw down. Use the [shortcut](#) and [customize](#) menus to change settings.

► To display or hide the Position Graph Bar, use the **View > Position Graph Bar** menu sequence.

 VIDEO - Monitoring Positions in the Position Graph Bar

Layout



1 Quote Bar

The Quote Bar section of the Position Graph Bar displays the last and net change, and net percentage change, for the symbols (quotes) that you select. By default, the Dow Jones, Nasdaq, and the S&P 500 are displayed, yet other quotes can be added or removed by using the [Customize Position Graph Bar - Quotes](#) tab.

2 Position Graphs

The position graphs show real-time profit and loss status for your open and closed positions.

By default, position graphs for up to 150 positions are displayed, and you can customize the position graphs in several ways. For example, you can filter the position graphs, change the sort order, and modify the settings. For more information, see [Customize Position Graph Bar - Positions](#) tab.

Winning positions are displayed in green and losing positions are displayed in red. Flat positions are differentiated from the open long and short positions by a preceding null (Ø) sign. The closed P/L for the current trading session with the maximum run up and draw down are displayed for each flat position graph bar. Flat positions are colored by a darker shade (to the winning or losing color shade) as compared to the open positions.

Position graphs can be displayed in account currency, symbol currency, or by percentage. There are a number of other options you can access from the [shortcut](#) menu on the Position Graph bar.

Click the arrow to scroll to see additional positions. Use the [Customize Position Graph Bar - Positions](#) tab to change the sort order; for example, by most profitable or by symbol and to modify other Position Graph Bar settings.

 Hover over any of the position graphs to view a tooltip showing more details. To customize the tooltip, use the [Customize Position Graph Bar - Tooltips](#) tab.

3 View More Graphs

To see additional position graphs, click the scroll arrow at the far right of the Position Graph Bar. Use the Sort section of the [Customize Position Graph Bar - Positions](#) tab to change the sort order; for example, by most profitable or by symbol.

Additional Controls

Auto Hide on/off

Click the  pushpin icon to turn off Auto Hide so that the bar displays all the time.

Click the  pushpin icon to turn on Auto Hide so that the bar only appears when the mouse pointer hovers over the Position Graph tab.

Move the Position Graph Bar

By default, the Position Graph Bar is [docked](#) to the Position Graph tab at the top of the desktop.

Click the  drop-down arrow and select or deselect menu choices. For more information about displaying, hiding, and moving bar panels, see [About Bar Panels](#).

Related Topics

[Close and Reverse Positions using the Position Graph Bar](#)

[Display the Position Graph Bar in Currency or Percentage](#)

[Reset the Position Graph Bar](#)

[Customize the Position Graph - Positions](#)

[Customize the Position Graph - Quotes](#)

[Customize the Position Graph - ToolTips](#)

About TradeManager

The TradeManager window displays trade and account activity. All orders are logged to the TradeManager window on a real-time basis when TradeStation is open. Orders are color-coded so you can differentiate between different order statuses at a glance. The colors are updated in real-time as the status of your orders changes. You can also quickly close positions and cancel orders from the TradeManager window, as well as view your order history.

► Create a TradeManager window by clicking the **TradeManager** icon on the **Apps** tab. A new TradeManager window is displayed.

Layout

The screenshot shows the TradeManager - Orders window. It features a toolbar with 'Data' and 'Settings' menus. Below the toolbar is a filter bar with fields for 'Symbol Filter', 'Account No' (set to 'All'), 'Status' (set to 'All Orders'), and date range 'From' and 'To' (both set to 'Aug/09/2017'). A 'Retrieve Orders' button is located to the right of the date range. The main area contains a table of orders with columns: Entered, Filled/Canceled, Symbol, Spread, Type, Quantity, Qty Filled, Qty Left, Stop, Limit, Filled Price, and Order Status. The table shows five orders for the symbol 'CSCO'. The bottom of the window has a tabbed interface with 'Orders' selected, and other tabs include 'Average Price', 'Staged Orders', 'Positions', 'Strategy Orders', 'Strategy Positions', 'Balances', and 'Messages'.

Entered	Filled/Canceled	Symbol	Spread	Type	Quantity	Qty Filled	Qty Left	Stop	Limit	Filled Price	Order Status
08/09/17 07:08:54 AM	08/09/17 07:14:50 AM	CSCO		Sell	100		0		33.00		UROut
08/09/17 07:02:03 AM	08/09/17 07:14:53 AM	CSCO		Buy	100		0		30.00		UROut
08/09/17 07:01:48 AM	08/09/17 07:01:49 AM	CSCO		Buy	100	100	0		32.00	31.44	Filled
08/09/17 07:01:06 AM	08/09/17 07:01:06 AM	CSCO		Buy to Cover	500	500	0		Market	31.45	Filled
08/09/17 06:59:07 AM		CSCO		Buy	100		0		31.46		Rejected

The filter bar is located in the upper section of the TradeManager window. Below the filter bar, there are several tabs where order information is viewed.

- 1 Toolbar** - Provides drop down menus that control the features and settings of the window.
- 2 Filter Bar** - Allows you to view orders for a specified symbol filter. Also, lets you filter based on account number, order status, and date range.

To view or hide the filter bar, use the **View > Account Filter Bar** setting.

- 3 Detail Pane** - Displays information for the selected tab.
- 4 Tabs** - Each tab contains columns that you can use to sort your account information, as well as filters.

- [Orders](#)
- [Average Price](#)
- [Staged Orders](#)
- [Positions](#)
- [Strategy Orders](#)
- [Strategy Positions](#)
- [Balances](#)
- [Messages](#)
- [Allocations](#) (need entitlement access)

To add or remove columns, right mouse-click on any column name to view the shortcut menu, and choose Customize Columns. For more information, view the [Customize Columns and Rows](#) help topic. For column descriptions, see the [TradeManager Column Library](#).

Related Topics

[Canceling an Order in TradeManager](#)

[Closing or Reversing a Position in TradeManager](#)

[Setting Up Order Notification Methods](#)

[Customizing TradeManager](#)

[Managing Strategy-Generated Orders in TradeManager](#)

[Viewing your Order History](#)

[TradeStation Client Center and Tax Preparation](#)

 Similar functionality is available in the Mobile and Web Trading versions of TradeStation.