

CME Online Web Reporting System

Access Guide

Version: 1.0

Initial Release: 9/11/07

Contents

1	OVERVIEW	3
2	PREREQUISITES	3
3	SYSTEM REQUIREMENTS	3
4	LOGGING IN TO CME CONNECT AND COWS	4
5	CHANGING YOUR COWS OR CME CONNECT PASSWORD	6
5.1	COWS.....	6
5.2	CME CONNECT.....	6
	APPENDIX A: FREQUENTLY ASKED QUESTIONS	7
	APPENDIX B: COUNTRY CODES	8

Copyright © 2007 CME Group Inc. All rights reserved.

1 Overview

This document guides you through the procedures to connect through the CME Connect portal to the CME Online Web Reporting System (COWS).

The CME Connect portal is a secure, internet-facing web site which provides access to select CME applications. COWS was designed in an effort to simplify interactions with customers. COWS allows for the unification of the processes of reporting, billing, and contact information maintenance for distributors.

2 Prerequisites

In order to log into COWS, you need to obtain a CME Connect username and password. The same username will be used to log into CME Connect and COWS, however, your passwords may differ.

If you are a new customer and would like access to CME Connect, or are an existing customer needing additional application access, then please contact the CME Group Customer Support Group at (312)930-3444.

New COWS customers should contact their Account Manager or send an email to cows@cme.com to obtain a COWS username and password. Your username and initial password will be provided via e-mail.

3 System Requirements

CME Group recommends using Internet Explorer version 6 for optimal compatibility.

For most users, no additional configuration will be necessary. However, if you are encountering problems accessing an application, please contact the CME Group Customer Support Group at (312)930-3444.

4 Logging In to CME Connect and COWS

Complete the following steps to access the CME Connect portal:

1. From an **Internet Explorer** window address box, type the following URL:
<http://connect.cme.com>

The **CME Connect** login page appears.

© 2006 Chicago Mercantile Exchange

2. From the **username** box, type your user name.
3. From the **password** box, type your CME Connect portal password.
4. From the **product** drop-down box, select CME Portal.
5. Click **Sign In**.

The CME Connect portal page appears.

© CME - This site is best viewed in Internet Explorer 6.0 or higher versions

6. Click the **CME Applications** tab.
7. Click the **CME Distributor Online Web Reporting System (COWS)** icon.
The **CME Online Web Reporting System** login screen appears.

CME Online Web Reporting System

Username

Password

[Login Help | cows@cme.com](#)
(312) 634-8395

© CME - This site is best viewed in Internet Explorer 6.0 or higher versions

8. From the **Username** box, type your user name.
9. From the **Password** box, type your COWS password.
10. Click **Submit**.

The **Landing Panel** appears once you are logged in.

Note: If the system rejects your submission, check that the "Caps Lock" key is turned off and retype your username and password. If you continue to experience difficulty, exit the application and restart. If this does not correct the situation, please contact your market data services representative.

5 Changing Your COWS or CME Connect Password

If you need to change your password for COWS or CME Connect, follow the steps in the applicable sections.

5.1 COWS

If you need to change your COWS password, or forget your COWS password, contact your market data services representative:

cows@cme.com

5.2 CME Connect

NOTE: If you forgot your CME Connect password, please contact the CME Group Customer Support Group (CSG) at (312) 930-3444.

The following procedure allows you to change your password for CME Connect.

1. Login to **CME Connect** at <http://connect.cme.com>.
 2. Click the **User Maintenance** tab.
 3. From the **Current Password** box, type your current password.
 4. From the **New Password** box, type your new password.
- NOTE:** Refer to the password rules on the page prior to selecting a password.
5. From the **Retype New Password** box, type your new password.

NOTE: This will only change the password that you use to log into <http://connect.cme.com>

It does not necessarily reset passwords for applications found within the CME Connect site.

cmeconnect

CME APPLICATIONS DR APPLICATIONS **USER MAINTENANCE**

Logged in: F999TXB LOGOUT Contact CME 1-800-331-3332

You can now change your password. Type in your new password twice and make sure the password conforms to the displayed rules.
Passwords must NOT contain a space or an apostrophe. Passwords are case-sensitive and must be unique.
Your password must have the following properties:
 Minimum number of characters in password: 8
 Maximum number of characters in password: 32
 Minimum number of special characters in password: 1

Current Password:

New Password:

Retype New Password:

CHANGE PASSWORD

Icon Key:

- Banking
- Clearing
- Fees
- Firmsoft
- FX MarketSpace
- Regulatory
- Other

Support

If you require assistance with CME Connect, please contact the CME Customer Support Group (CSG) at (312) 930-3444.

Appendix A: Frequently Asked Questions

Which browsers does CME Connect support?


For optimal compatibility, CME Group recommends the use of Internet Explorer 6.

How can I add or remove application icons on the CME Applications tab?

Please contact the CME Group Customer Support Group at (312)930-3444.

What happens if I logged into CME Connect in the office and I forgot to log off?

If you forgot to log off of connect, and you require access at another location, the following screen will appear when you try to log in. Click on the Continue the Session button and you will be directed to the Connect login screen.

 **Warning**

There are already other user sessions in progress:

Login IP Address	Login Hostname	Last Access Time
208.97.218.10	wdc-sa6000-sslgw1	2007-02-21 09:45:32

Continue will result in termination of the other session. Please select from one of the following options:

Appendix B: Country Codes

COUNTRY	CODE	COUNTRY	CODE
AFGHANISTAN	AF	LIBYAN ARAB JAMAHIRIYA	LY
ÅLAND ISLANDS	AX	LIECHTENSTEIN	LI
ALBANIA	AL	LITHUANIA	LT
ALGERIA	DZ	LUXEMBOURG	LU
AMERICAN SAMOA	AS	MACAO	MO
ANDORRA	AD	MACEDONIA, THE FORMER YUGOSLAV REPUBLIC OF	MK
ANGOLA	AO	MADAGASCAR	MG
ANGUILLA	AI	MALAWI	MW
ANTARCTICA	AQ	MALAYSIA	MY
ANTIGUA AND BARBUDA	AG	MALDIVES	MV
ARGENTINA	AR	MALI	ML
ARMENIA	AM	MALTA	MT
ARUBA	AW	MARSHALL ISLANDS	MH
AUSTRALIA	AU	MARTINIQUE	MQ
AUSTRIA	AT	MAURITANIA	MR
AZERBAIJAN	AZ	MAURITIUS	MU
BAHAMAS	BS	MAYOTTE	YT
BAHRAIN	BH	MEXICO	MX
BANGLADESH	BD	MICRONESIA, FEDERATED STATES OF FM MOLDOVA, REPUBLIC OF	MD
BARBADOS	BB	MONACO	MC
BELARUS	BY	MONGOLIA	MN
BELGIUM	BE	MONTSERRAT	MS
BELIZE	BZ	MOROCCO	MA
BENIN	BJ	MOZAMBIQUE	MZ
BERMUDA	BM	MYANMAR	MM
BHUTAN	BT	NAMIBIA	NA
BOLIVIA	BO	NAURU	NR

COUNTRY	CODE	COUNTRY	CODE
BOSNIA AND HERZEGOVINA	BA	NEPAL	NP
BOTSWANA	BW	NETHERLANDS	NL
BOUVET ISLAND	BV	NETHERLANDS ANTILLES	AN
BRAZIL	BR	NEW CALEDONIA	NC
BRITISH INDIAN OCEAN TERRITORY	IO	NEW ZEALAND	NZ
BRUNEI DARUSSALAM	BN	NICARAGUA	NI
BULGARIA	BG	NIGER	NE
BURKINA FASO	BF	NIGERIA	NG
BURUNDI	BI	NIUE	NU
CAMBODIA	KH	NORFOLK ISLAND	NF
CAMEROON	CM	NORTHERN MARIANA ISLANDS	MP
CANADA	CA	NORWAY	NO
CAPE VERDE	CV	OMAN	OM
CAYMAN ISLANDS	KY	PAKISTAN	PK
CENTRAL AFRICAN REPUBLIC	CF	PALAU	PW
CHAD	TD	PALESTINIAN TERRITORY, OCCUPIED	PS
CHILE	CL	PANAMA	PA
CHINA	CN	PAPUA NEW GUINEA	PG
CHRISTMAS ISLAND	CX	PARAGUAY	PY
COCOS (KEELING) ISLANDS	CC	PERU	PE
COLOMBIA	CO	PHILIPPINES	PH
COMOROS	KM	PITCAIRN	PN
CONGO	CG	POLAND	PL
CONGO, THE DEMOCRATIC REPUBLIC	CD	PORTUGAL	PT
COOK ISLANDS	CK	PUERTO RICO	PR
COSTA RICA	CR	QATAR	QA
CÔTE D'IVOIRE	CI	RÉUNION	RE
CROATIA	HR	ROMANIA	RO
CUBA	CU	RUSSIAN FEDERATION	RU
CYPRUS	CY	RWANDA	RW
CZECH REPUBLIC	CZ	SAINT HELENA	SH

COUNTRY	CODE	COUNTRY	CODE
DENMARK	DK	SAINT KITTS AND NEVIS	KN
DJIBOUTI	DJ	SAINT LUCIA	LC
DOMINICA	DM	SAINT PIERRE AND MIQUELON	PM
DOMINICAN REPUBLIC	DO	SAINT VINCENT AND THE GRENADINES	VC
ECUADOR	EC	SAMOA	WS
EGYPT	EG	SAN MARINO	SM
EL SALVADOR	SV	SAO TOME AND PRINCIPE	ST
EQUATORIAL GUINEA	GQ	SAUDI ARABIA	SA
ERITREA	ER	SENEGAL	SN
ESTONIA	EE	SERBIA AND MONTENEGRO	CS
ETHIOPIA	ET	SEYCHELLES	SC
FALKLAND ISLANDS (MALVINAS)	FK	SIERRA LEONE	SL
FAROE ISLANDS	FO	SINGAPORE	SG
FIJI	FJ	SLOVAKIA	SK
FINLAND	FI	SLOVENIA	SI
FRANCE	FR	SOLOMON ISLANDS	SB
FRENCH GUIANA	GF	SOMALIA	SO
FRENCH POLYNESIA	PF	SOUTH AFRICA	ZA
FRENCH SOUTHERN TERRITORIES	TF	SOUTH GEORGIA AND THE SOUTH SANDWICH ISLANDS	GS
GABON	GA	SPAIN	ES
GAMBIA	GM	SRI LANKA	LK
GEORGIA	GE	SUDAN	SD
GERMANY	DE	SURINAME	SR
GHANA	GH	SVALBARD AND JAN MAYEN	SJ
GIBRALTAR	GI	SWAZILAND	SZ
GREECE	GR	SWEDEN	SE
GREENLAND	GL	SWITZERLAND	CH
GRENADA	GD	SYRIAN ARAB REPUBLIC	SY
GUADELOUPE	GP	TAIWAN, PROVINCE OF CHINA	TW
GUAM	GU	TAJIKISTAN	TJ

COUNTRY	CODE	COUNTRY	CODE
GUATEMALA	GT	TANZANIA, UNITED REPUBLIC OF	TZ
GUINEA	GN	THAILAND	TH
GUINEA-BISSAU	GW	TIMOR-LESTE	TL
GUYANA	GY	TOGO	TG
HAITI	HT	TOKELAU	TK
HEARD ISLAND & MCDONALD ISLANDS	HM	TONGA	TO
HOLY SEE (VATICAN CITY STATE)	VA	TRINIDAD AND TOBAGO	TT
HONDURAS	HN	TUNISIA	TN
HONG KONG	HK	TURKEY	TR
HUNGARY	HU	TURKMENISTAN	TM
ICELAND	IS	TURKS AND CAICOS ISLANDS	TC
INDIA	IN	TUVALU	TV
INDONESIA	IR	UGANDA	UG
IRAQ	IQ	UKRAINE	UA
IRELAND	IE	UNITED ARAB EMIRATES	AE
ISRAEL	IL	UNITED KINGDOM	GB
ITALY	IT	UNITED STATES	US
JAMAICA	JM	UNITED STATES MINOR OUTLYING ISLANDS	UM
JAPAN	JP	URUGUAY	UY
JORDAN	JO	UZBEKISTAN	UZ
KAZAKHSTAN	KZ	VANUATU	VU
KENYA	KE	Vatican City State see HOLY SEE	
KIRIBATI	KI	VENEZUELA	VE
KOREA, DEMOCRATIC PEOPLE'S REPUBLIC OF	KP	VIET NAM	VN
KOREA, REPUBLIC OF	KR	VIRGIN ISLANDS, BRITISH	VG
KUWAIT	KW	VIRGIN ISLANDS, U.S.	VI
KYRGYZSTAN	KG	WALLIS AND FUTUNA	WF
LAO PEOPLE'S DEMOCRATIC REPUBLIC	LA	WESTERN SAHARA	EH

COUNTRY	CODE	COUNTRY	CODE
LATVIA	LV	YEMEN	YE
LEBANON	LB	Zaire see CONGO, THE DEMOCRATIC	
LESOTHO	LS	REPUBLIC OF THE ZAMBIA	ZM
LIBERIA	LR	ZIMBABWE	ZW

Revision History

Date	Version	Author	Revision Description
9/11/07	1.0	lm	Document creation
11/20/07	1.1	cr	Add appendix B with list of country codes