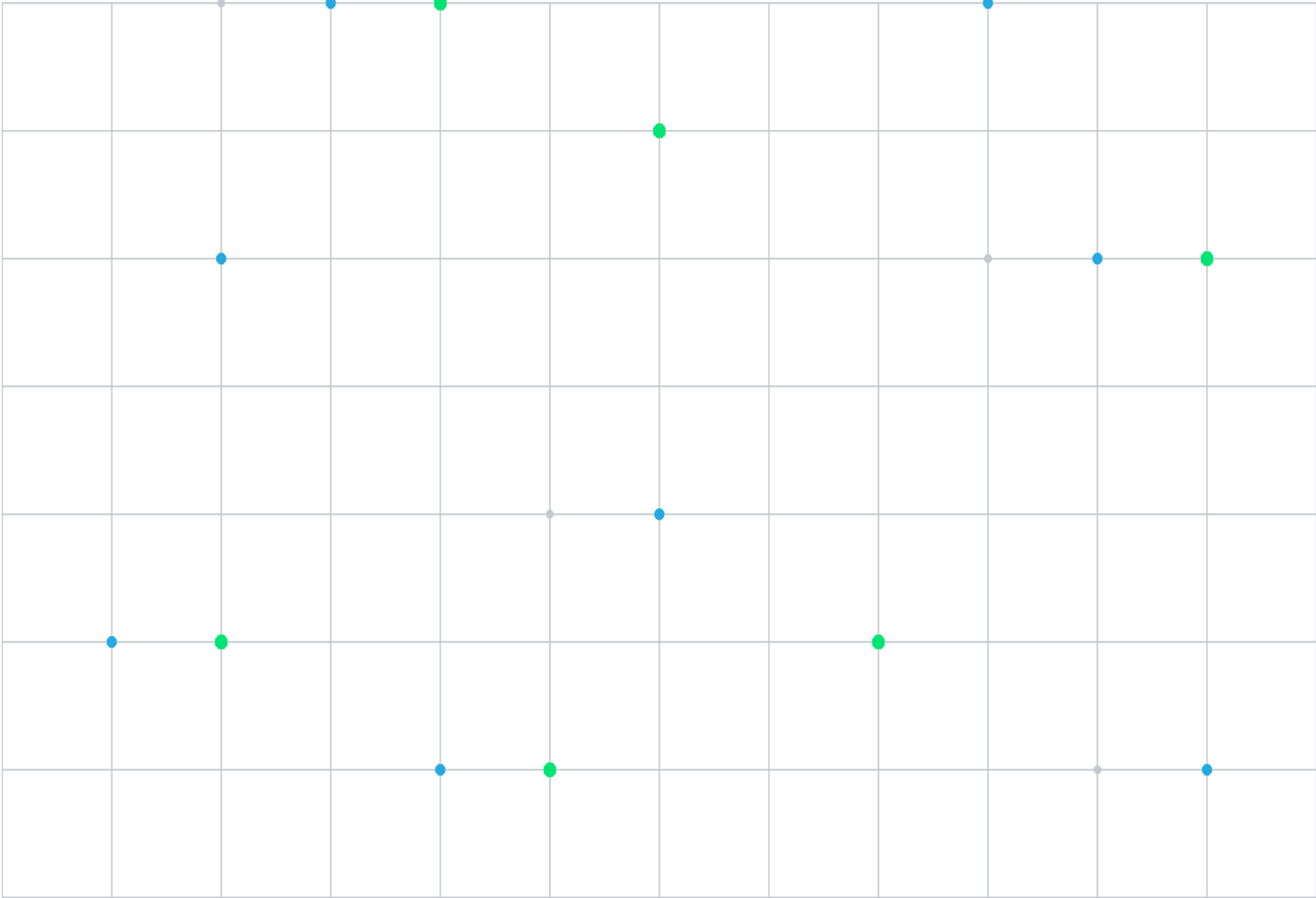


CME Direct Clearing Member View

24 Nov 2020



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Getting Started

The Clearing Member View application allows clearing member firms to manage users for the accounts the firm clears, while providing clearing member firms real-time monitoring capabilities of order flow in CME Direct. Using the Clearing Member View, firms can add or remove account mappings for individual users, and view the orders placed against those accounts.

Launch CME Direct Clearing Member View from <https://cmedirectclearing.cmegroup.com>.

Logging In

The CME Direct Clearing Member View uses [CME Group Login](#) two-factor authentication, a self-managed, centralized user profile service that authenticates access to CME Group applications and services. CME Group Login users, currently accessing CME Direct, can use their existing CME Group Login ID to also access CME Direct Mobile (once they have been assigned the proper permissions).

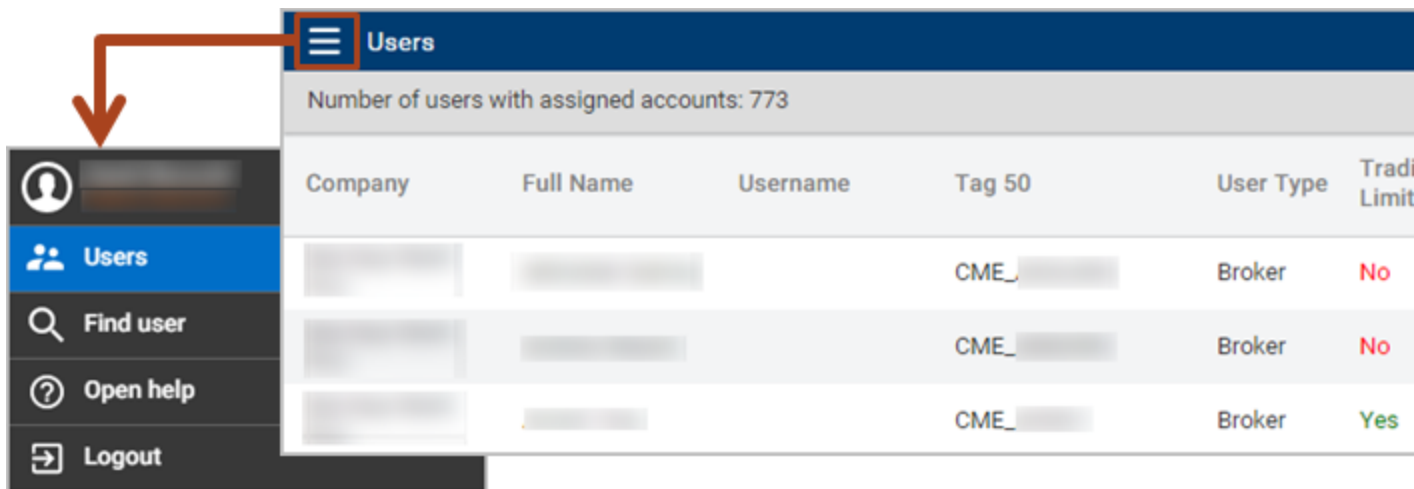
To log in, follow the instructions detailed in to the [CME Group Login Help](#).

Using the Main Menu

Use the Menu to open the **Users** window, find a user, log out, and access Clearing Member View help content.

▶ To access the main Menu:

From the main window, click the menu icon.



Click any Menu item:

- **Users** - Displays a list of users with an assigned company account.
- **Mobile Permissions** - Limits or prevents specific user accounts from viewing and managing orders.
- **Find User** - Searches for users via the User or Company Name you enter.
- **Open Help** - Opens the Clearing Member View Help system.
- **Logout** - Exits the Clearing Member View.

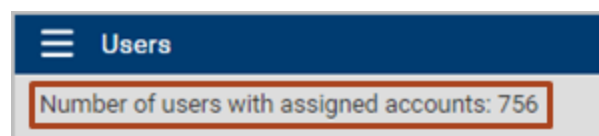
Manage Users

Users CME Group CME Direct										
Number of users with assigned accounts: 756									Search	
Company	Full Name	Username	User Type	Trading Limits	Applications	Logged in Applications	Last Session Start	Last Session End	Active Orders ▼	Account Assignments
			Trader	Yes	Trading Client, Mobile Client	-	-	-	27	
			Trader	Yes	Trading Client, Mobile Client	-	-	-	26	
			Trader	Yes	Trading Client, Mobile Client	-	-	-	26	
			Trader	Yes	Trading Client, Mobile Client	-	-	-	23	

The **Users** window allows Clearing Member Firms to view a list of users that have permission to enter orders using accounts cleared by the Clearing Member, and displays user details, including:

- **Trading Limits** (Yes/No) - Indicates whether or not the user has a Trading Limit Profile assigned that limits the size of orders that can be submitted.
- **Applications** - Lists the CME Direct applications the user is currently logged in to (e.g. Trading Client, Mobile Client, etc).
- **User Type** - Defines whether the user is a Trader or a Broker.
- **Last Session Start** - Displays the time the user last logged on.
- **Last Session End** - Displays the time the user last logged off (e.g. 10:11:04 AM).

The number of users with account permissions appears above the column headers.



▶ To navigate the Users window:

1. Click the header of any column to filter the display.
2. Click a (users) row to launch the [Accounts Assigned](#) window, and display a list of accounts assigned to that user.
3. In the **Active Orders** column, click View Order icon to launch [Orders Owned](#) window.

Note: The number of live (working and partially filled) orders owned by the applicable user displays next to the View Order icon 27

4. In the **Account Assignment** column, click **Edit Assignments** icon to launch the [Manage Clearing Accounts](#) window.
5. Use the **Search** field to filter the display by a particular Company, User (by Full Name), or User Type. The users list updates as you type.

Note: By separating search items with a space, users can search on multiple items.

6. To view additional users, click the paging arrows at the bottom right of the window.

Showing 1-500 of 756 | 1 2 < >

Find a User

The Find User feature allows Clearing Members to directly search for users that do not appear on the **Users** window.

▶ To find a user:

1. From the **Menu**, click **Find User**.
2. In the **Search** field, begin typing a user or company name.

The number of searchable users displays to the right of the **Search** field.

User or company name (4400 users available)

The user/company list auto-populates as you type.

3. **Optional:** To manage the accounts for a particular user, select a user row, and click **Manage Clearing Accounts**.

Note: Selected rows highlight in orange.

The screenshot shows the 'Find user' interface in CME Direct. A sidebar menu on the right contains 'Users', 'Find user' (highlighted in blue), 'Open help', and 'Logout'. The main area has a header 'Users > Find user' and a search bar labeled 'User or company name' with a magnifying glass icon and '(4400 users available)' to its right. Below the search bar is a table with columns: 'Company', 'User name', 'Tag 50', and 'User type'. The first row is highlighted in orange and contains 'Edward', 'CME_', and 'Broker'. Other rows are partially visible. A blue callout box with an arrow points to the search bar, containing the text 'Type a user or company name in the Search field'. Another blue callout box with an arrow points to the 'Find user' menu item, containing the text 'From the Menu, click Find User'. A third blue callout box with an arrow points to the highlighted row, containing the text 'Highlight a user/company row'. Below the table, there is a button labeled 'Manage Clearing Accounts' with an arrow pointing to it. Below that, a blue callout box with an arrow points to the 'Manage Clearing Accounts' button, containing the text 'Click Manage Clearing Accounts'. The bottom of the interface shows a modal window titled 'Manage Clearing Accounts for Edward' with a table of account information and buttons 'Save', 'Assign All', 'Remove All', and 'Cancel'.

Manage Clearing Accounts

Assigned	Account Name	Granted at Level	Account Assignment Date	Company
		Company	1/27/2016, 4:35:19 AM	
		User	2/2/2016, 6:11:27 AM	
		-	-	
		-	-	

Buttons: Save, Assign All, Remove All, Cancel

Use the **Manage Clearing Accounts** window to view a list of accounts (cleared by a particular Clearing Member), and to assign those accounts to a user.

▶ To access the Manage Clearing Accounts window:

1. From the **Users** window, click the **Edit Assignments** icon .
Accounts from the company of the selected user display.
Or
2. From the **Assigned Accounts** window, click the **Manage Clearing Accounts** button.
Accounts associated with the selected user display.
Or
3. From the **Find Users** window, click the **Manage Clearing Accounts** button.
Accounts associated with the selected user and company display.

Assign Accounts

Member Clearing Firms use the **Manage Clearing Accounts** window to assign account access to users, and manage which users can trade on which account.

Note: When all the accounts for a particular user are unassigned, that user no longer appears in the **Users** window, but can be retrieved by with the [Find User](#) feature.

The following rules apply to account assignment switches:

- The switch is blue where a user is currently assigned to an account.
- The switch is gray where a user is currently not assigned to an account.
- The switch is orange to highlight where unsaved assignment changes have been made (i.e. where the Clearing Member changed the mapping during the current session, but not saved those changes).

▶ To assign accounts:

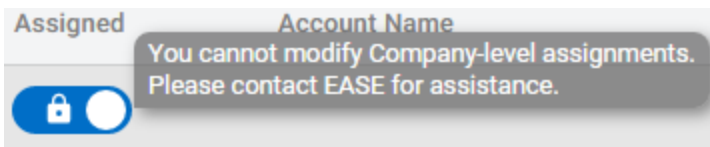
1. In the **Assigned** column, move the switch to the ON position for a particular user.

When changed, the switch turns orange

Note: Accounts currently assigned appear at the top of the list.

The switch is disabled for Company and Desk level account assignments.

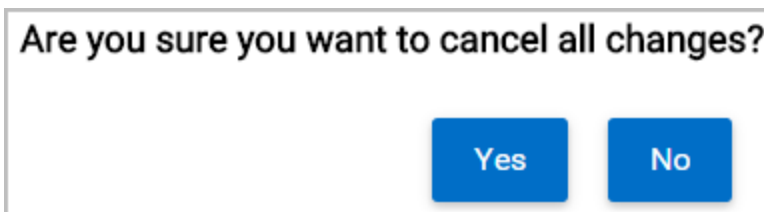
2. Hover over the switch to display a "cannot modify" tool-tip.



Note: The switch for disabled Companies and Desks displays in the ON position.

3. **Optional:** To assign all the available accounts, click **Assign All**.
4. **Optional:** To remove all unsaved assigned accounts, click **Remove All**.

Exiting the **Member Clearing Accounts** window prior to saving, cancels unsaved assigned accounts.





5. Click **Save**.


The date and time accounts were assigned appear in the **Account Assignment Date** column.

Tag 50: CME_ Type: Broker Company:			
Assigned	Account Name	Granted at Level	Account Assignment Date
		Company	1/27/2016, 4:35:19 AM
		User	2/2/2016, 6:11:27 AM
		User	9:27:53 AM

View Assigned Accounts


The **Accounts Assigned** window, accessible from the [Users](#) window, allows Clearing Members to view a list of accounts assigned to a particular user, and provides account details such as Account Name, Company name, and the date the account was assigned to the user.

 Users > Accounts assigned to 

 CME Group | CME Direct

Tag 50: CME_  Type: Broker Company: 

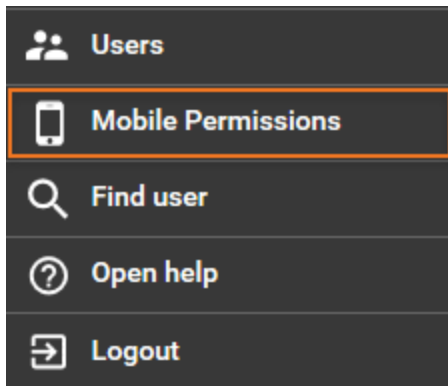
Manage Clearing Accounts

 **Note:** Click **Manage Clearing Accounts** to manage accounts listed in the **Accounts Assigned** window specifically.

Mobile Permissions

Use the **Mobile Permissions** feature to limit or prevent specific user accounts from viewing and managing orders.

To access Mobile Permissions functions, select Mobile Permissions from the main [Menu](#).



General Permissioning

Clearing Member View functionality allows for permissions to be set at the Company and User levels. The main window is divided into two panes; the top for Company-level permissions and the bottom for User-level. Company and user-level permissions may differ, in which case the more restrictive setting is applied (e.g. No Mobile Access is more restrictive than Read Only).

Mobile Permissions offer four settings:

- **No Mobile Access** - Users cannot view any orders placed in CME Direct.
- **Read Only** - Users can view their Order Book and market data, but cannot cancel or modify those orders.
- **Can Kill Mobile Orders** - Users can cancel, but not modify, their orders.
- **Can Manage Mobile Orders** - Users can enter, cancel, and modify orders.

▶ To set a permission:

1. Select a Company or User, and click to expand the **Mobile Permissions** list for that Company or User.

<input type="checkbox"/>	Company	Company Type	Mobile Permission
<input checked="" type="checkbox"/>	CMED Test Broker Firm 1	Broker	No Mobile Access
<input type="checkbox"/>	CMED Test Broker Firm 1	Trader	Read Only
			Can Kill Mobile Orders
			Can Manage Mobile Orders

2. Select a permission from the list, and click **Save** to apply the permission.

Filter Company and User Display

Use the **Show** field to filter the Company and User displays based on their specific permissioning.

Show All ▼

- All
- No Mobile Access
- Read Only
- Can Kill Mobile Orders
- Can Manage Mobile Orders

Company-Level Permissions

The Company-level pane lists trading companies that have accounts with the Clearing Member (CM) logged into the Clearing Member View, and allows that CM to apply permissions at the Company level.

Show All ▼ Company

<input type="checkbox"/>	Company	Company Type	Mobile Permission
<input checked="" type="checkbox"/>	CMED Test Broker Firm 1	Trader	Can Manage Mobile Orders ▼
<input type="checkbox"/>	CMED Test Broker Firm 2	Broker	No Mobile Access ▼
<input type="checkbox"/>	CMED Test Broker Firm 2	Trader	No Mobile Access ▼
<input type="checkbox"/>	CMED Test Broker Firm 3	Broker	No Mobile Access ▼

Set Selected Companies to ▼ Showing 201-300 of 1258 | **1 2 3 4 5** ... < >

▶ To manage company-level permissions:

1. Use the **Company** search field to filter the trading companies displayed on the screen and to find a specific company.

Company 🔍

Note: Searches return partial matches.

2. Use the numeric Showing buttons or arrows to display the next or previous list of companies.

Showing 201-300 of 1258 | **1 2 3 4 5** ... < >

3. Select a Company and choose a Mobile Permission from the available settings as needed.

Clicking a specific Company, highlights that Company and displays a list of Users in that company in the lower pane.

When a permission is selected for a Company, that same permission is applied automatically to the associated Users independent of their current permissions.

Show All ▼ User

<input type="checkbox"/>	Company	Company Type	Full Name	User Code	User Type	Mobile Permission
<input type="checkbox"/>	CMED Test Broker Firm 1	Trader	CMED Broker 37	cmedbroker37T	Trader	Can Manage Mobile Orders ▼
<input type="checkbox"/>	CMED Test Broker Firm 1	Trader	CMED Broker 37	cmedbroker37T	Administrator	Can Manage Mobile Orders ▼
<input type="checkbox"/>	CMED Test Broker Firm 1	Trader	CMED Broker 40	cmedbroker40T	Trader	Can Manage Mobile Orders ▼

4. Select a permission from the **Set Selected Companies to** field to apply permissions to multiple companies simultaneously. The selected permission will be applied to all the selected companies.

 **Note:** The feature is disabled until one or more companies have been selected.

5. Click **Save**.


User-Level Permissions

The User-level pane lists Users with accounts owned by the selected trading companies, and allows a CM to apply permissions at the User level.

Show	All			User	Search
<input type="checkbox"/> Company	Company Type	Full Name	User Code	User Type	Mobile Permission
<input checked="" type="checkbox"/> CMED Test Broker Firm 1	Broker	CMED Broker 37	cmedbroker37B	Broker	Read Only
<input checked="" type="checkbox"/> CMED Test Broker Firm 1	Broker	CMED Broker 37	cmedbroker37BA	Administrator	Can Manage Mobile Orders
<input type="checkbox"/> CMED Test Broker Firm 1	Broker	CMED Broker 40	cmedbroker40B	Broker	No Mobile Access
<input checked="" type="checkbox"/> CMED Test Broker Firm 1	Broker	CMED Broker 40	cmedbroker40BA	Administrator	No Mobile Access

Use the **User** search field to filter the users displayed on the screen and to find a specific user from the selected company.

User	<input type="text" value="Search"/>	
------	-------------------------------------	---


 **Note:** The search feature filters all user-related columns (e.g. Full Name, User Code, User Type, etc.) for matches.



Assign User-level permissions from the **Mobile Permission** column list.

Manage Orders

The **Orders Owned** window allows Clearing Members to view a user's working and partially filled orders for accounts owned by the clearer.

▶ **To view active orders:**

1. From the **Users** window, navigate to a user with active orders.
2. In the **Active Orders** column, click the View Order icon , and the **Orders Owned** window appears.

 **Note:** The number of active (live) orders owned by the applicable user displays next to the View Order icon  27 (e.g. 27).

Users

CME Group

Number of users with assigned accounts: 756

Search

Company	Full Name	Username	Tag 50	User Type	Trading Limits	Applications	Logged in Applications	Last Session Start	Last Session End	Active Orders
			CME_	Trader	Yes	Trading Client, Mobile Client	-	-	-	<div><div></div><div>27</div></div>
			CME_	Trader	Yes	Trading Client, Mobile Client	-	-	-	<div><div></div><div>1</div></div>

Users > Orders owned by

CME Group

CME Direct

Tag 50: CME_

Type: Trader

Company:

Search

Company	Full Name	Order Date	Status	Account	Side	Product	Description	Price	Qty	Filled Qty	Type
		2/1/2016, 10:01:17 AM	Working		Buy	JA	Feb16	408.588	2	-	Limit
		2/1/2016, 10:01:07 AM	Partially Filled		Sell	ZNC	Mar16	1,547.5	16	5	Limit
		2/1/2016, 10:01:03 AM	Working		Buy	9N	Mar16	335.367	18	-	Limit
		2/1/2016, 9:14:40 AM	Working		Buy	EM	Feb16	99.5175	3	-	Limit

Order Handling

CME Direct functionality allows Clearing Firms to set default Customer Order Handling Instructions (Tag-1031) for CME Direct customers from the Clearing Member View application.

The default setting defined by the Clearing Firm overrides Order Handling Instructions set by Traders using the firm's accounts when entering orders.

Order Handling Instructions include the following values:

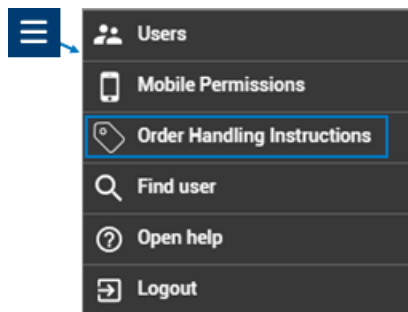
- Y - Client, Electronic
- W - Desk, Electronic
- C - FCM-provided screen
- G - FCM API or FIX
- H - Algo Engine
- D - Other, including Other-Provided Screen

 **Note:** Order Handling Instructions (Tag- 1031) defines the source of the original order.


Clearing Member View

The Clearing Member View allows Clearing Members to define a Default Order Handling Instruction and an Override Order Handling Default.

An **Order Handling Instructions** option, available from the Clearing Member View menu icon, opens an **Order Handling Instructions** window that displays a list of companies with permission to enter orders using the Clearing Member's Accounts.



The **Order Handling Instructions** window allows users to configure instructions at the Company and User levels. The **Default Order Handling Instruction** column displays the system default instruction for each company listed. The **Override Order Handling Default** field provides a list of instructions that allow a Clearing Member to select a value that overrides both the system default and any value selected by the User.

 **Note:** Once an override is set by a Clearing Member it cannot be overridden by the User.

Order Handling Instructions CME Group | CME

Show Company

<input type="checkbox"/>	Company	Company Type	Default Order Handling Instruction	Override Order Hand
<input checked="" type="checkbox"/>	CMED Test Broker Firm 1	Broker	Y - Client, Electronic	Not Set
<input type="checkbox"/>	CMED Test Broker Firm 2	Broker	Y - Client, Electronic	Y - Client, Electronic
<input type="checkbox"/>	CMED Test Broker Firm 3	Broker	Y - Client, Electronic	W - Desk, Electronic
<input type="checkbox"/>	CMED Test Broker Firm 4	Broker	Y - Client, Electronic	C - FCM-provided so
<input type="checkbox"/>	CMED Test Broker Firm 6	Broker	Y - Client, Electronic	G - FCM API or FIX
<input type="checkbox"/>	CMED Test BT 1	Broker	Y - Client, Electronic	H - Algo Engine
<input type="checkbox"/>	CMED Test BT 2	Broker	Y - Client, Electronic	D - Other, including C

Set Selected Companies to Showing 1-56 of 5

Show User

<input type="checkbox"/>	Company	Company Type	Full Name	User Code	User Type	Default Order Handling Instruction	Override Order Ha Default
<input type="checkbox"/>	CMED Test Broker Firm 1	Broker	CMED Broker 24	cmedbroker 24B	Broker	Y - Client, Electronic	Not Set
<input type="checkbox"/>	CMED Test Broker Firm 1	Broker	CMED Broker 43	cmedbroker 43B	Broker	Y - Client, Electronic	Not Set
<input type="checkbox"/>	CMED Test Broker Firm 1	Broker	CMED Test Broker 501	cmedbroker 501B	Broker	Y - Client, Electronic	Not Set

Set Selected Users to Showing 1-5 of 5

Note: Selecting multiple companies allows Clearing Members to set an override value for several companies at once.

After selecting **Save**, Clearing Members receive a message to confirm the override value. Select **ok** to apply the override value.

Order Handling Instructions for users with account assignments in these Trading Companies will also be updated, independently of their current value. To change individual Users' Order Handling Instruction, please select a Trading Company.

Ok

Cancel

Order Handling Instructions set at the Company level are applied to each User within that company.

Order Handling Instructions

CME Group | CME Direct

Show All

Company Search

Company	Company Type	Default Order Handling Instruction	Override Order Handling Default
<input checked="" type="checkbox"/> CMED Test Broker Firm 1	Broker	Y - Client, Electronic	H - Algo Engine

Set Selected Companies to

Show All

Company	Company Type	Full Name	User Code	User Type	Default Order Handling Instruction	Override Order Handling Default
<input type="checkbox"/> CMED Test Broker Firm 1	Broker	CMED Broker 24	cmdbroker24B	Broker	Y - Client, Electronic	H - Algo Engine
<input type="checkbox"/> CMED Test Broker Firm 1	Broker	CMED Broker 43	cmdbroker43B	Broker	Y - Client, Electronic	H - Algo Engine
<input type="checkbox"/> CMED Test Broker Firm 1	Broker	CMED Test Broker 501	cmdbroker501B	Broker	Y - Client, Electronic	H - Algo Engine

Showing 1-56 of 56

User Search