



# Power Auction User Guide

Version 1.2

NGX Help Desk (403) 974-HELP (4357)

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## 1.0 Navigating the Auction System

This section details how the auction system is structured, and how best to navigate your way through it. The different windows will be explained with screenshots depicting how each looks.

### Menu and Toolbar

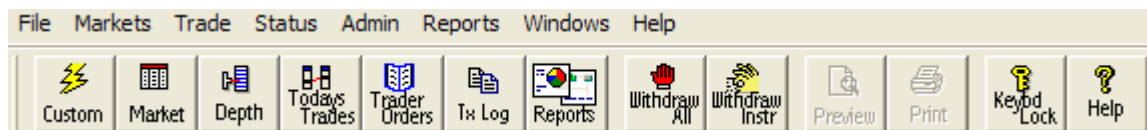


Figure 1.0: Main Menu and Toolbar













The top of the trading system contains the main menu and the toolbar. The main menu consists of eight headings, each representing a sub menu. The sub menus offer one way of navigating the system and performing certain tasks. The menu items are listed below with an explanation of each.

Table 1.0: Menu Items.

File	Opens menu items that allow you to print, export, change your settings and exit the program.
Markets	Allows you to select an auction.
Trade	Opens menu items that allow you to perform auction related activities, such as placing, deleting and withdrawing offers.
Status	Opens the transaction log and PAS Limits window. From the limits window you can see how much of your auction limit has been used.
Admin	Opens the menu items that allow you to customize the auction system.
Reports	Opens the reports main menu.
Windows	Allows you to customize how you want the auction windows to be displayed.
Help	Provides information about the auction system.

The toolbar consists of 13 graphical buttons that represent short cuts for navigating to certain screens, and performing certain tasks. Scroll over the button with your mouse and pause. A tool tip will open with a brief explanation of the button.

Table 1.1: Toolbar Buttons.

	Opens the “Custom Market” Window.
	Opens the “Market Summary” Window.
	Opens the “Market Depth” window.
	Opens the “Today’s Trades” window.
	Opens the “Trader Orders” window.
	Opens the “Transaction Log”.
	Opens the Web Reports menu.
	Withdraws all offers placed in the auction
	Withdraws the highlighted offer from the auction
	The first button will open the print preview window, and the second window will print the current screen.
	Opens the “Keyboard Lock Profile” window.
	Opens the “About” window.

## Auction Screen

To navigate to the auction screen, select the “Market” menu and choose the auction you wish to view. By selection the “Active Markets” auction, you will see all instruments that have offers or trades.

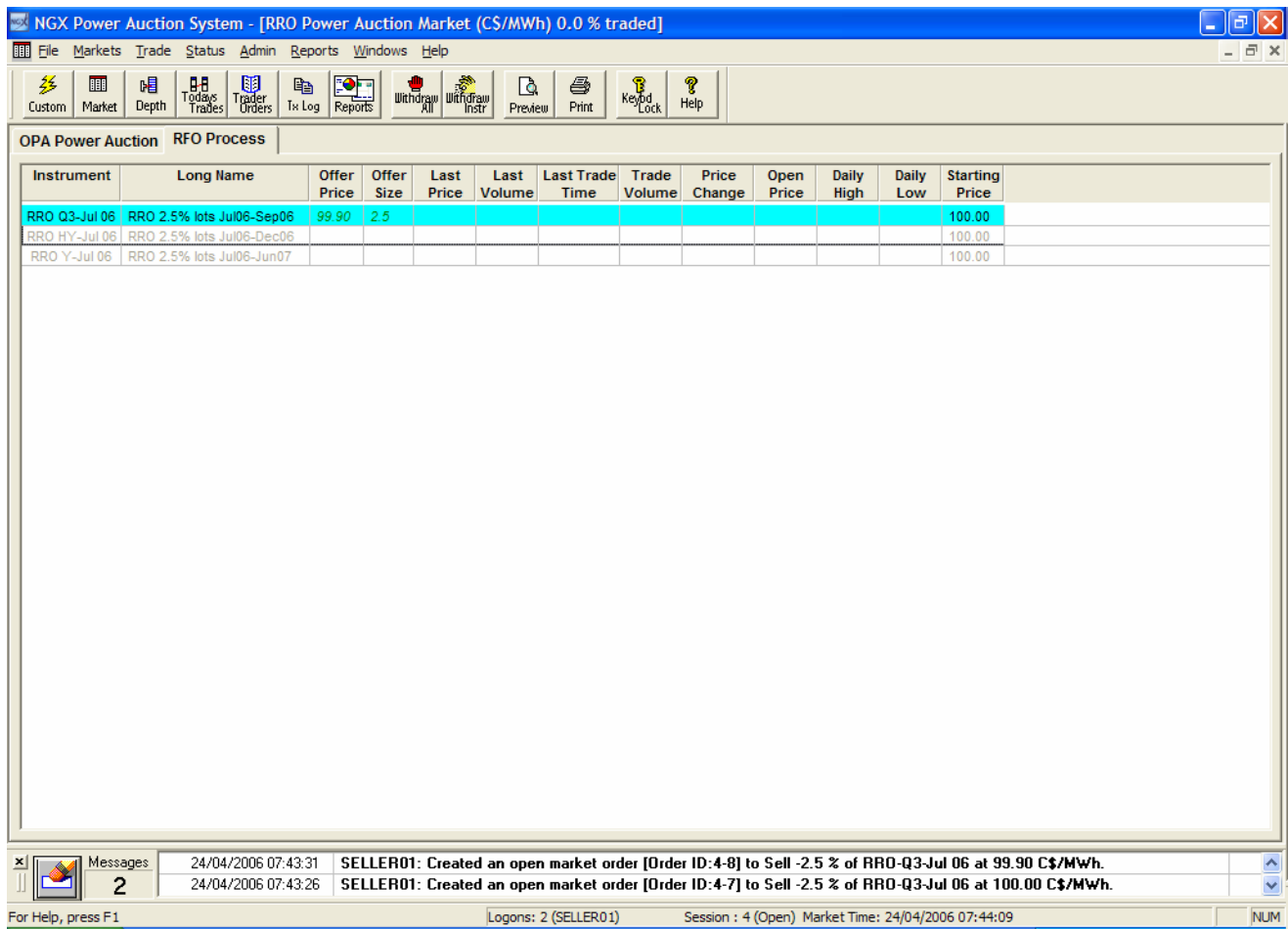


Figure 1.1: Auction Screen with Q3 instrument in the “Closing Range”.

## Auction Intervals

Each auction will take between 30 to 35 minutes to complete and will run through 3 intervals. The first interval is the “Open Period”, where offers can be entered, modified, or withdrawn; this period runs for the first 20 minutes. Next is the “Closing Range”, a 10 minute period in which only existing offers can be modified down in price to improve placement in the queue. Closing state is characterized by the instrument blinking blue in colour. After closing range, for 1 second up to a maximum of 5 minutes, the “Final Interval” occurs. The rules of closing state still apply, but at any time during final interval, the instrument will close and the auction will end.

## Order Details Window

The Order Details window is where offers are created. To open an Order Details Window, select the instrument in which you want to offer, and double click your mouse. Alternatively, you can select the “Trade” menu item and select “Offer”.

Use the drop down menus to select the market and instrument in which you want to place an order. Next enter in the price. The Account Reference field is optional. It can be used to make a note regarding the trade.

To make a offer, select “Offer” from the radio buttons labeled “Order Type” on the right side of the window. Select “Market” or “Local” from the “Target” selections. This will determine where you want the order placed, into the active market, or into your local order book for future entry into the market.

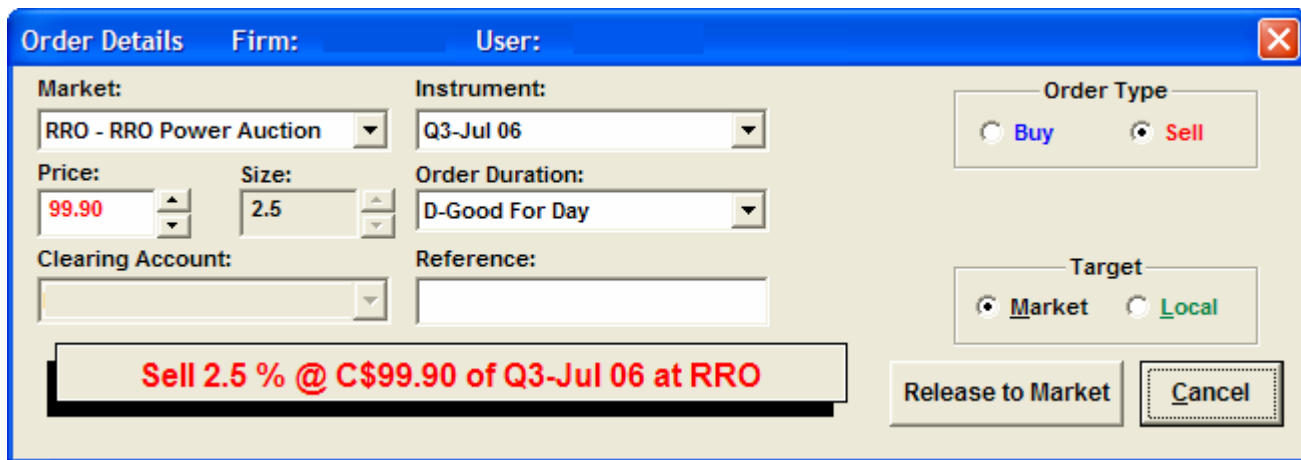


Figure 1.2: Order Details Window

Once a offer has been released to the market, an Order Confirmation message will display. Read this message carefully as it is your last chance to modify the details of the offer before the offer is placed into the auction. To make a change to the offer, hit “Cancel” and the Order Details Window will open.

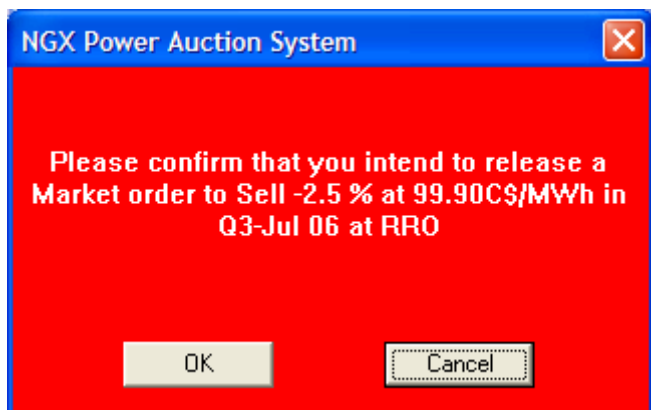


Figure 1.3: Order Release Confirmation

## Trader Orders

The Trader Orders window is made up of two smaller windows, the Market Orders Window and the Local Orders Window. The Market Orders window displays all the orders placed into the market and the Local Orders window displays orders created, but not yet placed into the market.

### Modify

The modify button allows you to make changes to orders in both the market orders window and the local orders window. To make a change, select the order you wish to modify and then select the “Modify” button on the bottom of the Trader Orders window, or right click the order and select “Modify”. Once you have selected the modify button, the Orders Details window will open. Using the Order Details window you can modify the price of the offer by increasing the price, and then release the order back to the market window or local window as required. If you want to move an order from the Local or Market Order book, highlight the order you wish to move, and drag it to the desired window.

### Delete

The delete button allows you to delete highlighted orders from the Market Orders or Local Orders book. To delete an order, select the order you wish to delete and then select the “Delete” button on the bottom of the Trader Orders window, or right click the order and select “Delete”.

### Withdraw...

The “Withdraw...” button allows you to withdraw market orders to the local order book. You can choose to withdraw all orders, orders for a specific hub or instrument, or only bid or sell orders. To select the search criteria you want to use, check the corresponding boxes. More than one box may be selected to allow a combination of criteria to be used.

NGX Power Auction System - [Trader Orders Firm: TESTC01 User: SELLER01]

File Markets Trade Status Admin Reports Windows Help

Custom Market Depth Today's Trades Trader Orders Tx Log Reports Withdraw All Withdraw Instr Preview Print Key Lock Help

### Market Orders

Trader	Type	Instrument	Order ID	Stat...	Size	Price	Units	Duration	Time	Acct. Refere...	Clearin...
SELLER01	Sell	RRO-Q3-Jul 06	4-7		2.5	100.00	C\$/MWh	Good For Day	24/04/2006 07:43:26		TESTC01
SELLER01	Sell	RRO-Q3-Jul 06	4-8		2.5	99.90	C\$/MWh	Good For Day	24/04/2006 07:43:31		TESTC01

### Local Orders

Trader	Type	Instrument	Order ID	Stat...	Size	Price	Units	Duration	Time	Acct. Refere...	Clearin...
SELLER01	Sell	RRO-Y-Jul 06	4-0		2.5	100.00	C\$/MWh	Good For Day	24/04/2006 11:21:41		TESTC01

Modify Copy Delete Delete... Withdraw... Refresh Close

Messages 5 24/04/2006 12:38:47 **CONFIRMATION: SELLER01: This confirms that your order [Order ID:4-6] to Sell -2.5 % of RRO-Y-Jul 06 at 100.00 C\$/MWh has been filled [Transaction ID:4-3].**

For Help, press F1 Logons: 3 (SELLER01) Session : 4 (Open) Market Time: 24/04/2006 12:39:22 NUM

Figure 1.4: Trader Orders. Displays offers placed into the market and those placed into the local orders book. From here offers can be modified, deleted and moved from the market orders into the local orders and vice versa.

## Market Depth

The Market Depth window allows you to view offers in the market. To open the Market Depth window, right click the instrument from the Auction Screen and select the Market Depth menu item.

The screenshot displays the NGX Power Auction System interface. The main window, titled "NGX Power Auction System - Market Depth (CS/MWh)", contains a table of instruments. The table has the following columns: Instrument, Long Name, Offer Price, Offer Size, Last Price, Last Volume, Last Trade Time, Trade Volume, Price Change, Open Price, Daily High, Daily Low, and Starting Price. The data rows are:

Instrument	Long Name	Offer Price	Offer Size	Last Price	Last Volume	Last Trade Time	Trade Volume	Price Change	Open Price	Daily High	Daily Low	Starting Price
RRO Q3-Jul 06	RRO 2.5% lots Jul06-Sep06	100.00	5.0									100.00
RRO HY-Jul 06	RRO 2.5% lots Jul06-Dec06											100.00
RRO Y-Jul 06	RRO 2.5% lots Jul06-Jun07											100.00

An inset window titled "Market Depth (CS/MWh)" is open, showing the following details:

- Hub: RRO - RRO Power Auction
- Instrument: Q3-Jul 06

The Market Depth window contains two tables: "Bid" and "Offer". The "Offer" table has the following columns: Price, Size, Cum. Size, and Time. The data is as follows:

Price	Size	Cum. Size	Time
<i>100.00</i>	2.5	2.5	13:08:05
<i>100.00</i>	2.5	5.0	13:09:54

The status bar at the bottom of the application shows: "Logons: 3 (SELLER01) Session : 5 (Open) Market Time: 24/04/2006 13:10:24".

Figure 1.5: Market Depth Window

From the Market Depth window, you can see where in the auction your offer falls. All of your offers will be displayed in green italics. In the example above, you have the best offer price, however you were the second offer into the auction at this price. This is shown by the price being italicized on the auction screen, but the volume is not italicized.

In the example below, the seller has the best offer in the market. This can be seen as both the price and volume of the seller's offer are italicized on the auction screen. This seller's previous offer remains in the Market Depth at the previous offer price and remains in italics.

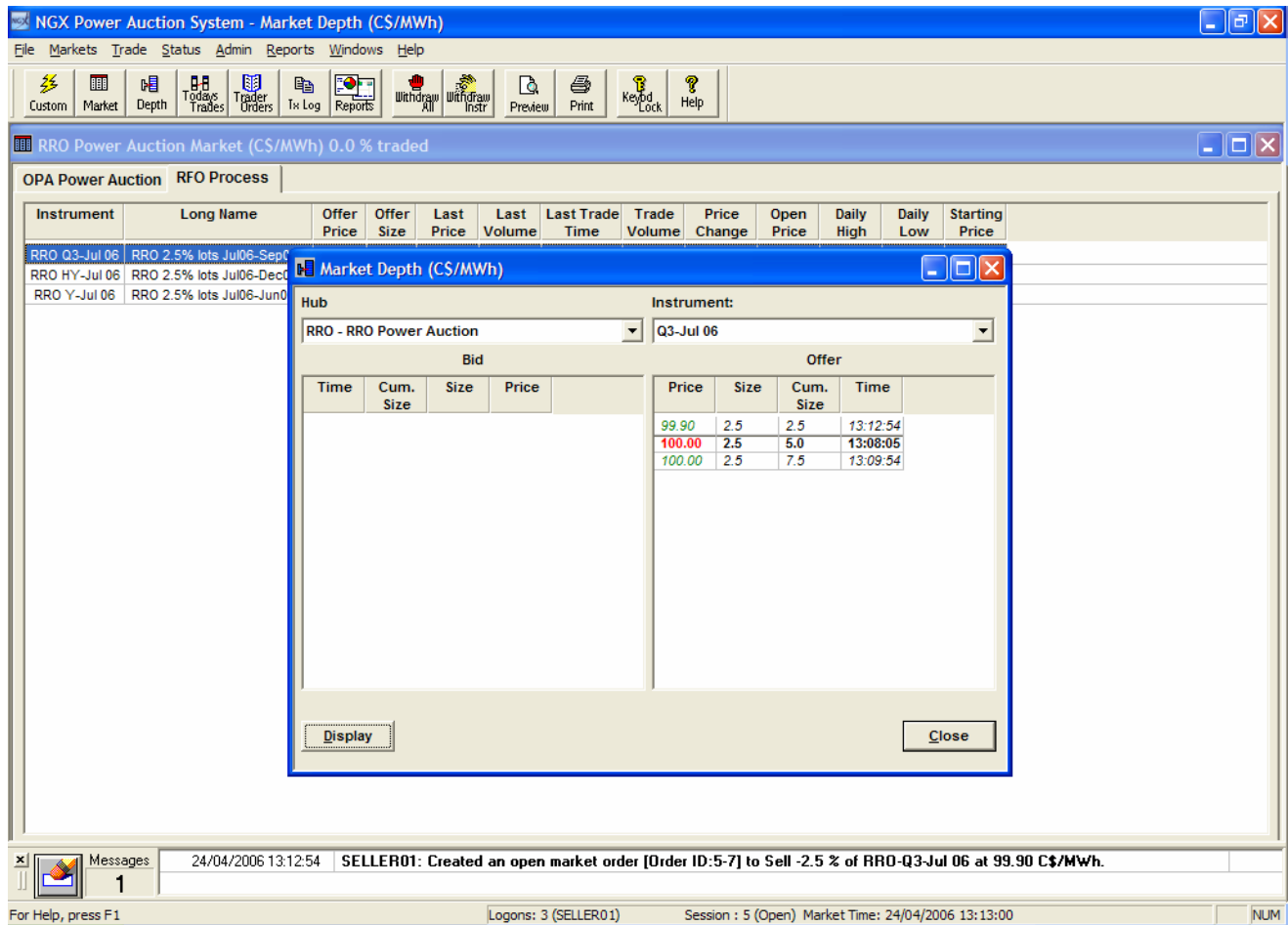


Figure 1.6: Market Depth Window, seller has best offer in the auction.

If this seller's offer has been bested, their offer remains in the Market Depth Window, however it is no longer displayed on the auction screen. The best offer is no longer in italics as you no longer have the best offer.

The screenshot shows the NGX Power Auction System interface. The main window displays a list of instruments with columns for Instrument, Long Name, Offer Price, Offer Size, Last Price, Last Volume, Last Trade Time, Trade Volume, Price Change, Open Price, Daily High, Daily Low, and Starting Price. The instruments listed are RRO-Q3-Jul 06, RRO-HY-Jul 06, and RRO-Y-Jul 06, all with a long name of "RRO 2.5% lots Jul06-Sept06".

A "Market Depth (CS/MWh)" window is overlaid on the main window. It shows the "Hub" as "RRO - RRO Power Auction" and the "Instrument" as "Q3-Jul 06". The window is divided into "Bid" and "Offer" sections. The "Offer" section contains the following data:

Price	Size	Cum. Size	Time
99.80	2.5	2.5	13:13:26
99.90	2.5	5.0	13:12:54
100.00	2.5	7.5	13:08:05
100.00	2.5	10.0	13:09:54

At the bottom of the Market Depth window, there are "Display" and "Close" buttons. The main window also has a "Messages" pane at the bottom showing a message from SELLER01: "Created an open market order [Order ID:5-7] to Sell -2.5 % of RRO-Q3-Jul 06 at 99.90 C\$/MWh." The status bar at the bottom indicates "Logons: 3 (SELLER01)", "Session : 5 (Open)", and "Market Time: 24/04/2006 13:13:32".

Figure 1.7: Seller not best offer in auction.

## Today's Trades

The Today's Trades window allows you to view all trades made in the day for a particular instrument. To open the Today's Trades window, right click the instrument from the Auction Screen and select the Today's Trades menu item. At the bottom of this window, a weighted average of the trades is displayed.

The screenshot shows the 'Today's Trades' window in the NGX Power Auction System. The window title is 'NGX Power Auction System - [Today's Trades (CS/MWh)]'. The menu bar includes File, Markets, Trade, Status, Admin, Reports, Windows, and Help. The toolbar contains icons for Custom, Market, Depth, Today's Trades, Trader Orders, Tx Log, Reports, Withdraw All, Withdraw Instr, Preview, Print, Keyed Lock, and Help.

The main content area is divided into several sections:

- Hub:** A dropdown menu showing 'RRD - RRD Power Auction'.
- Instrument:** A dropdown menu showing 'Q3-Jul 06'.
- Table:** A table with columns 'Transaction Time', 'Price', and 'Traded'. It contains three rows of data:

Transaction Time	Price	Traded
24/04/2006 13:1...	100.00	2.5
24/04/2006 13:1...	99.90	2.5
24/04/2006 13:1...	99.80	2.5
- Summary:** A section displaying the following information:
  - Weighted Average: 99.900
  - Total Traded: 7.5
  - Transactions: 3
  - Refresh at: 24/04/2006 13:18:12

At the bottom of the window, there are 'Display' and 'Close' buttons. A message bar at the bottom left shows 'Messages 14' and a red notification icon. A message on the right reads: 'CONFIRMATION: SELLER02: This confirms that your order [Order ID:5-1] to Sell -2.5 % of RRD-Q3-Jul 06 at 100.00 C\$/MWh has been filled [Transaction ID:5-3]'. The status bar at the bottom shows 'Logons: 4 (SELLER02) Session : 5 (Open) Market Time: 24/04/2006 13:18:18' and 'NUM'.

Figure 1.7: Today's Trades

## 2.0 When does a trade occur?

A trade will occur once the instrument closes for the round. The best offers will be matched to the volume available for the contract. Those parties with winning offers will receive a trade confirmation message to notify them that their offer was successful.

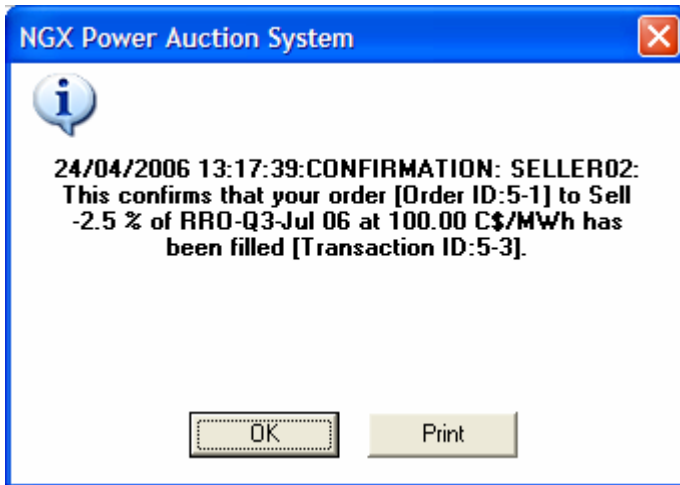


Figure 2.0: Trade Confirmation Message

### How to Modify a Offer

Modifying a offer is done through the Traders Orders window. From the "Trade" menu on the top of the auction screen select "Trader Orders". Highlight the offer you wish to modify, right click and select "Modify" from the menu. The Order Details window will open, and allow you increase the price. Offers can also be modified by double clicking the instrument in which the offer was placed. This will open the Order Details window.

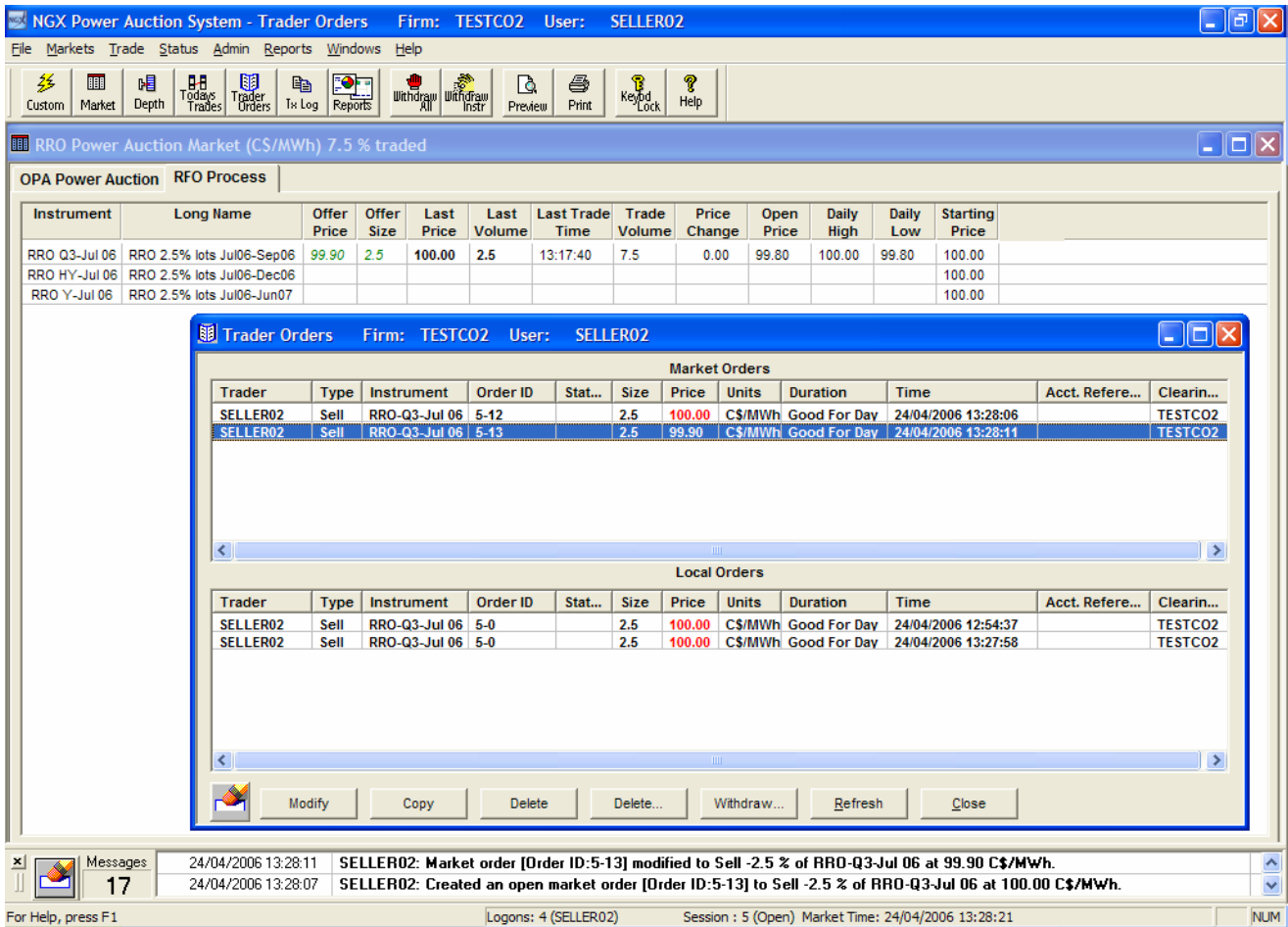


Figure 2.1: Trader Orders Window. Use this window to place offers into the market or the local order book, or to delete or modify offers.

### Withdrawing an Offer

When a mistake has been made releasing a local or market offer, you have the option of withdrawing individual offers, or all offers from the market. Offers can be withdrawn through the “Trader Orders” window.

Offers can also be withdrawn from the auction screen through the Trading Window. To withdraw one or more orders from a particular instrument, highlight the instrument, right click and select “Withdraw from Instrument”. This will withdraw all Market Orders placed into this instrument by the trader who chose to withdraw. Similarly, specific instrument orders can be withdrawn by highlighting the instrument, and selecting “Withdraw from Instrument” from the “Trade” menu.

## Limits

A Credit Limit will be provided based on the results of the auction qualification process. The limit determines the maximum aggregate number of megawatt hours that seller may release an offer. To view this limit, select the “Status” menu item and then the “PAS Limits” sub menu item. This screen will open to your credit limit and will display the total megawatt hours currently been offer upon. To view concentration limits, select “RRO – RRO Power Auction” from the drop menu labeled “Limit Type”. This will show the total percentage offered on and won for each individual instrument.

Company: TESTCD1 - Test Selling Company  
 Limit Type: RRO - RRO Power Auction

Hub	Description	Instrument	Max. Allow	Traded	Bidding/Offering
RRO	2.5% lot 3rd Quarter 1	Q3-Jul 06	20.0	7.5	7.5
RRO	2.5% lot 2nd Half Year 1	HY-Jul 06	20.0	5.0	0.0
RRO	2.5% lot Calendar Year 1	Y-Jul 06	20.0	2.5	2.5

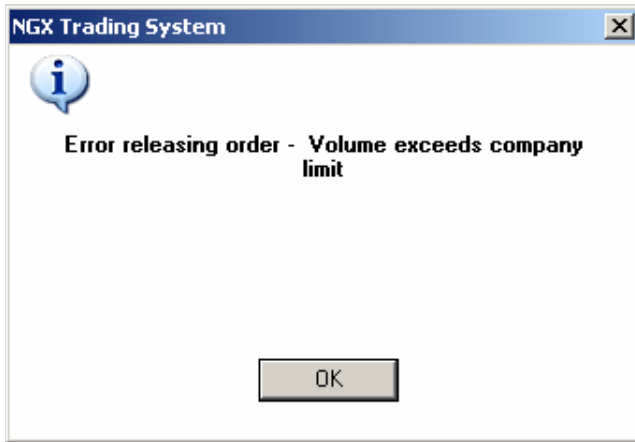
Messages:

24/04/2006 13:28:11	SELLER02: Created an open market order [Order ID:5-13] to Sell -2.5 % of RRO-Q3-Jul 06 at 99.90 C\$/MWh.
24/04/2006 13:28:07	SELLER02: Created an open market order [Order ID:5-13] to Sell -2.5 % of RRO-Q3-Jul 06 at 100.00 C\$/MWh.

Logons: 4 (NGXMIKE) Session : 5 (Open) Market Time: 24/04/2006 13:29:09

Figure 2.2 Auction Limits

Once the seller's credit limit has been reached, the following message will be displayed if the seller attempts to release an offer. This message notifies the seller that they have reached their limit and the offer cannot be placed into the auction.



2.3 Limits Message

### 3.0 Reporting

Reports can be run to confirm trades. Navigate to [www.ngx.com](http://www.ngx.com) and select “Power Auction”. From here, select “EPCOR – Request for Offer – Power Auction” then select “NGX Power Auction System: Transaction Confirmation Report” and enter your user ID and password. A Report main menu will open, from which you can select “Transaction Confirmation”.

Reports can also be accessed from the Auction Screen. Select the “Report” Menu item and then select “Trading Reports” from the submenu.

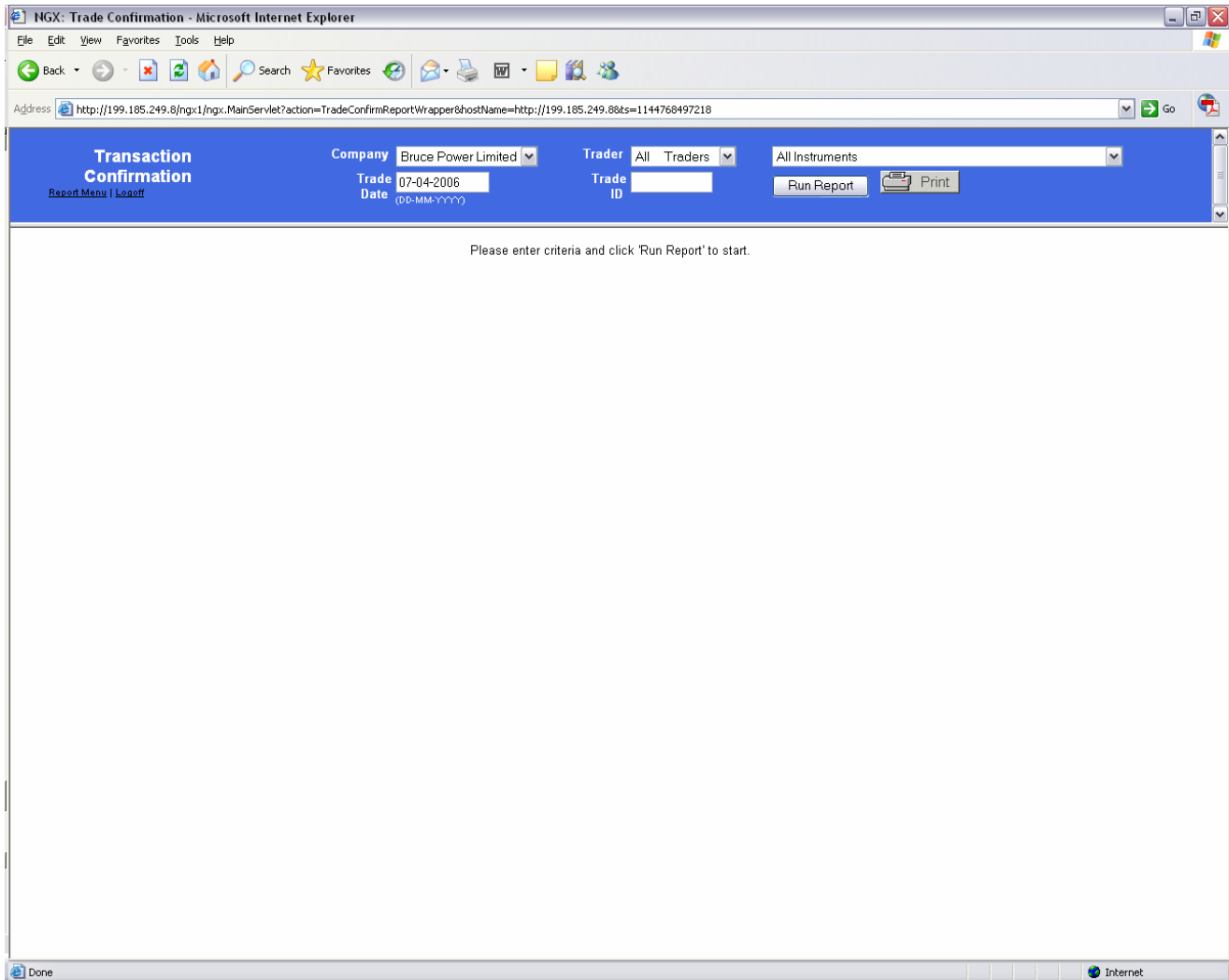


Figure 3.0: Transaction Confirmation Report

The Transaction Confirmation Report will open from which you must select a trader and market, and then hit the “Run Report” button. The Report will display a transaction confirmation similar to the one shown on the following page.

## Transaction Confirmation

Refreshed at Mon Apr 24 15:22:38 MDT 2006

### Transaction Confirmation

Report Date :	23-04-2006
Transaction ID :	4-1
Transaction Date :	21-APR-2006 11:18:41
Buyer :	EPCOR Bidding company
Seller :	Test Selling Company
Market Name :	RRO Power Auction
Instrument :	RRO 2.5% lots Jul06-Sep06 (Q3-Jul 06)
Index :	AESO Pool Price
Delivery Period (Inclusive) :	01-JUL-06 <> 30-SEP-06
Quantity :	2.5 (%)
Price :	100 (C\$)
Trader :	Bidder 01
Account Reference :	

This Confirmation shall be governed by the terms and conditions of the EPCOR Request for Offers Agreement. EPCOR will orally confirm all transactions.

Figure 3.1: Sample Transaction Confirmation Report