VCBF

Global Knowledge. Local Expertise

ONLINE OPEN-ENDED FUNDS TRADING GUIDE



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OPEN ACCOUNT

01

Open Account

Contact VCBF for more information:

Hanoi Head Office	HCM Branch
VCBF, Vietcombank Building, 15th Floor, 198 Tran Quang Khai, Hoan Kiem District, Hanoi. T. (84-24) 39364540 E. info@vcbf.com	VCBF, Centec Building, 14th Floor, 72-74 Nguyen Thi Minh Khai, Vo Thi Sau Ward, District 3, HCMC. T. (84-28) 38270750. E. info@vcbf.com

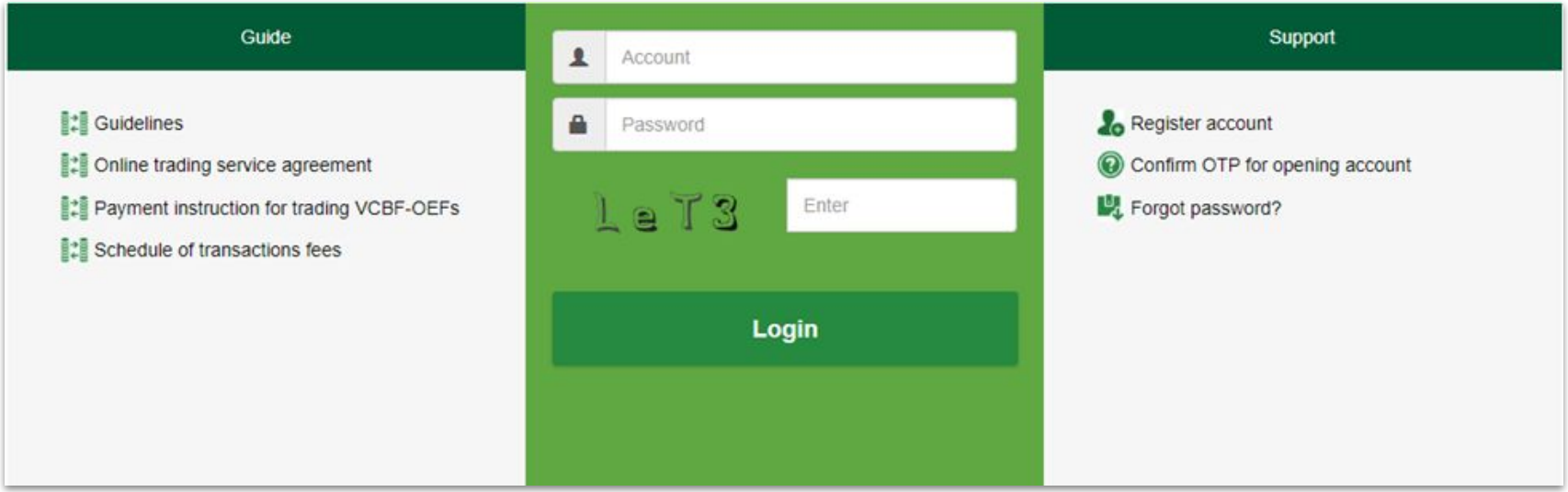


LOGIN SYSTEM

02

Login system

Step 1: Enter account: Registered trading code.
Step 2: Enter password: Sent via email/message.
Step 3: Enter Captcha: Case-sensitive.
Step 4: Click **LOGIN.**





FORGOT PASSWORD

03

Forgot password

Step 1: Click **Forgot password.**



Step 2: Enter Username: Registered trading code.

Step 3: Enter mobile phone: Registered phone number.

Step 4: Click **Submit**: *The new password is sent to the registered phone number and email.*



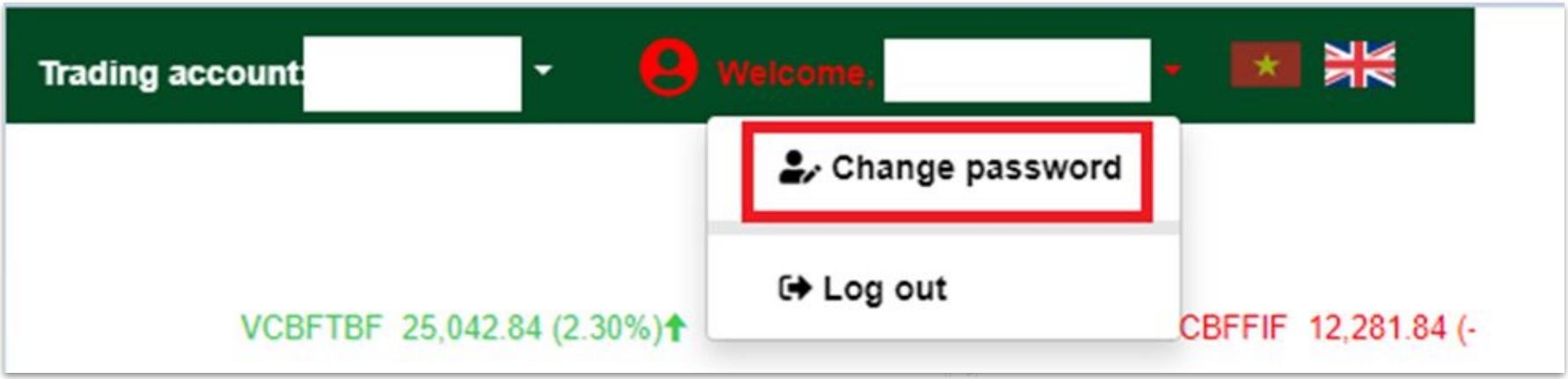


CHANGE PASSWORD

04

Change password

Step 1: Once logged in, click **Welcome, Full Name.**
Step 2: Click **Change password.**
Step 3: Enter the information and click **Submit.**
Step 4: Click **LOGIN.**

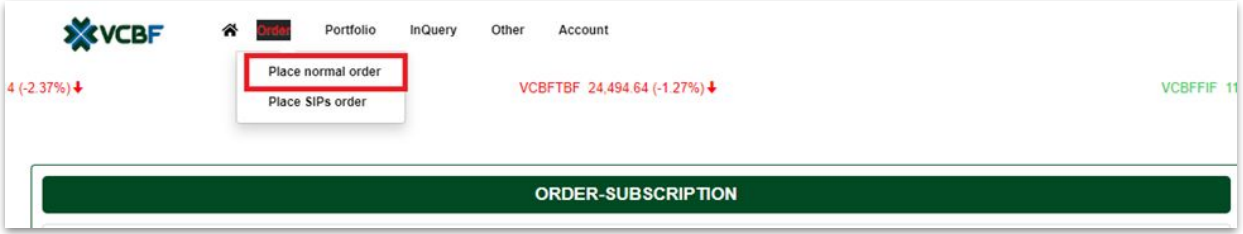




PLACE/CANCEL/EDIT/ SWITCH NORMAL ORDERS

05

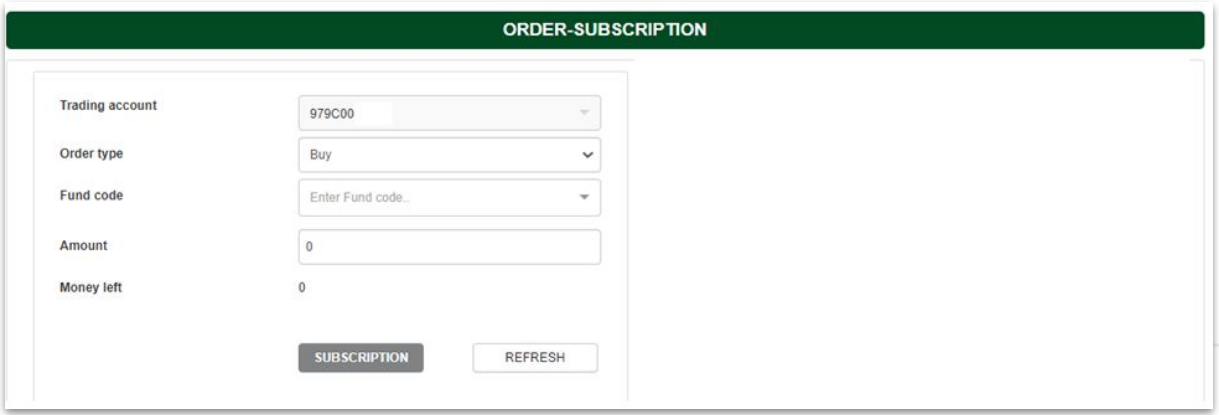
Step 1: Click **Order**, click **Place normal order.**



Step 2: Choose **Fund code** (VCBFMGF/ VCBFBCF/ VCBFTBF/VCBFFIF).

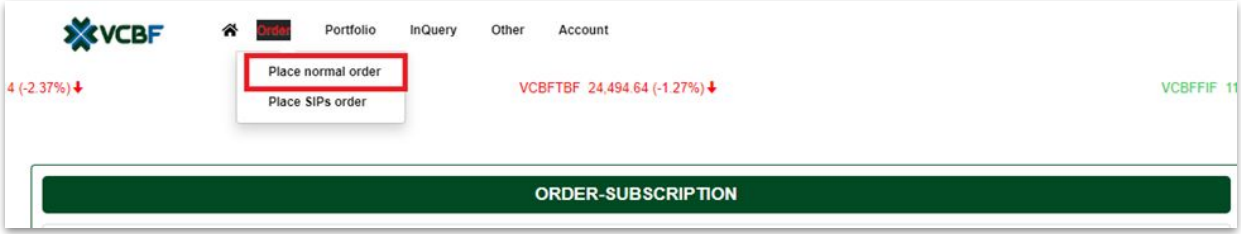
→ **Amount:** Amount that investor want to invest (Minimum: 100,000 VND).

→ **SUBSCRIPTION.**



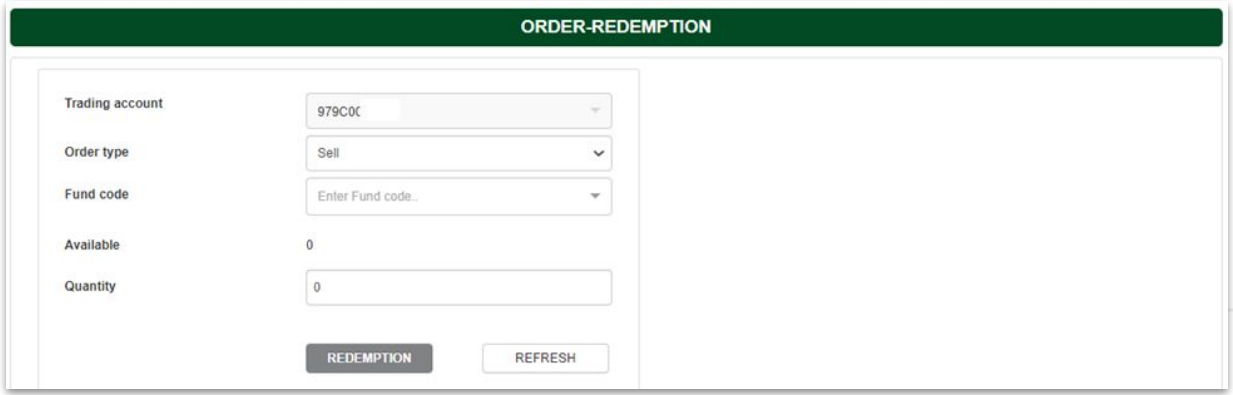
Step 3: Enter OTP from email/sms, Click **Accept.**

Step 1: Click **Order**, click **Place normal order.**



Step 2: Choose **Order type: Sell.**

- → **Fund code** (VCBFMGF/ VCBFBCF/ VCBFTBF/VCBFFIF).
- → **Quantity.**
- → **REDEMPTION.**

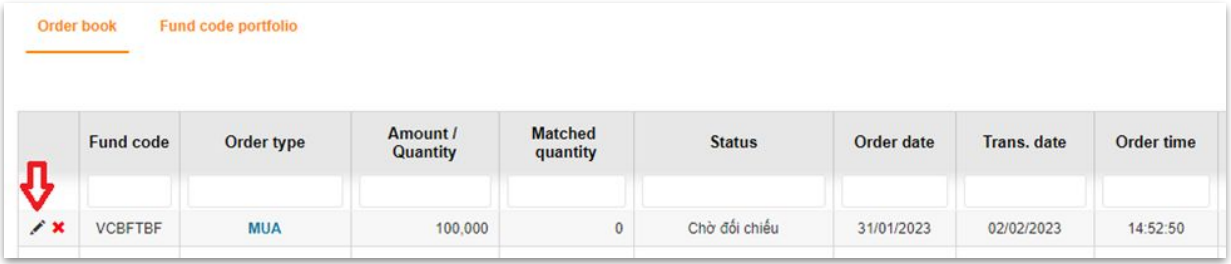


Step 3: Enter OTP from email/sms, Click **Accept.**

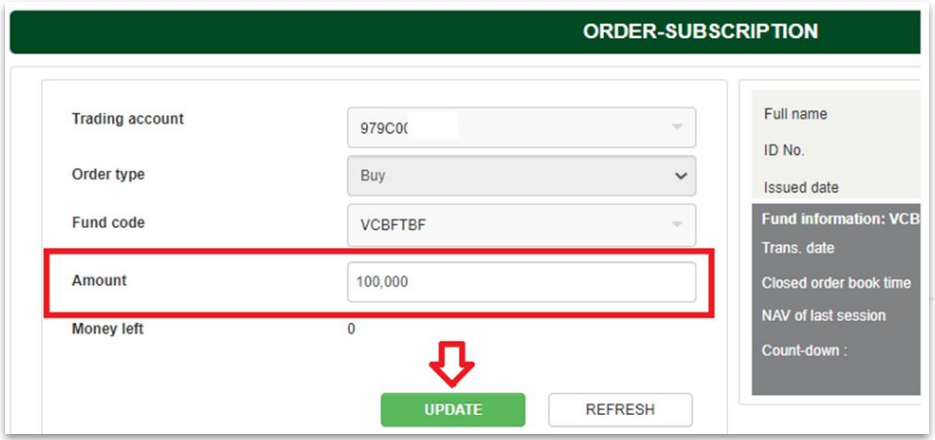
Edit normal order

Step 1: Click **Order**, click **Place normal order.**

Step 2: Press the ✎ symbol.



Step 3: Enter the value to correct and click **UPDATE.**



Cancel a normal order

Step 1: Click **Order**, click **Place normal order.**

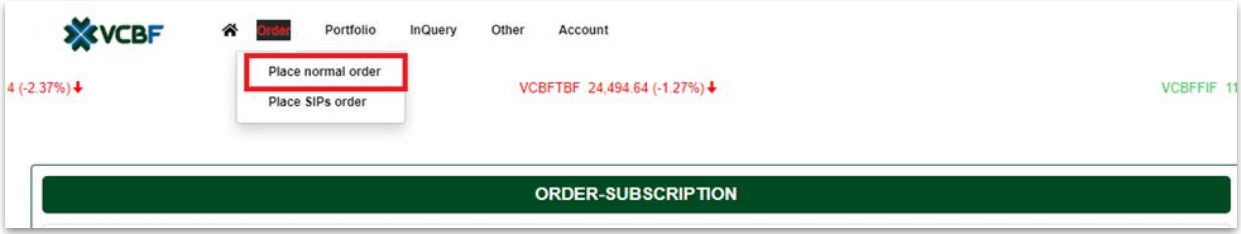
Step 2: Press the **X** symbol.



Step 3: Click **YES** to cancel order.

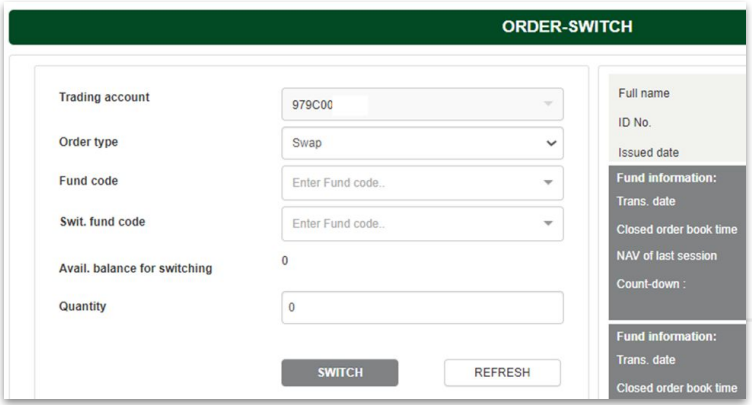
Order-switch

Step 1: Click **Order**, click **Place normal order.**



Step 2: Choose **Order type: Swap.**

- → **Fund code** (VCBFMGF/ VCBFBCF/ VCBFTBF/VCBFFIF).
- → **Swit. fund Code** (VCBFMGF/ VCBFBCF/ VCBFTBF/VCBFFIF).
- → **Quantity:** Quantity that investor want to swap.
- → **SWITCH.**



Step 3: Enter OTP from email/sms, Click **Accept.**



PERIODIC INVESTMENT

90

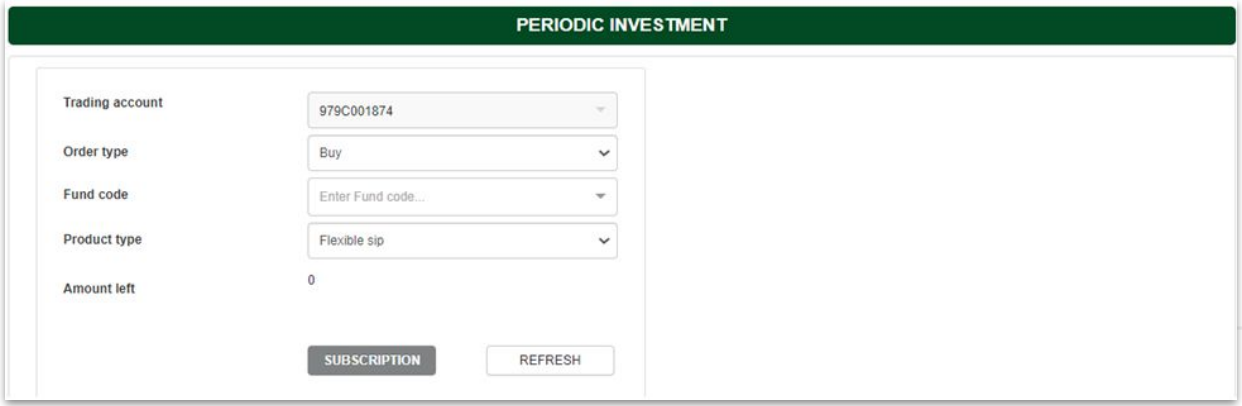
SIP-registration

Step 1: Click **Order**, click **Place SIPs order.**



Step 2: Choose **Order type: Buy.**

- → **Fund code** (VCBFMGF/ VCBFBCF/ VCBFTBF/VCBFFIF).
- → **Product Type: Flexible SIP.**
- → **SUBSCRIPTION.**



Step 3: Enter OTP from email/sms, Click **Accept.**

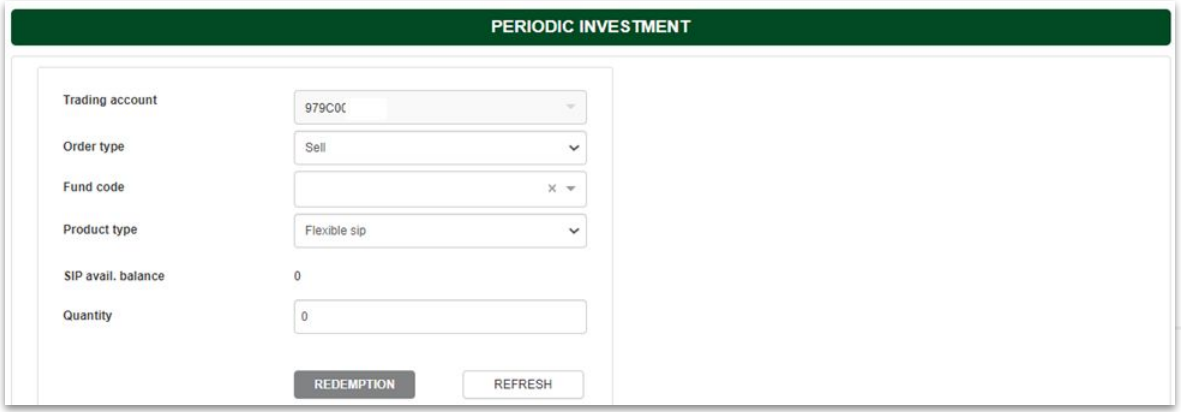
SIP-redemption

Step 1: Click **Order**, click **Place SIPs order.**



Step 2: Choose **Order type: Sell.**

- → **Fund code** (VCBFMGF/ VCBFBCF/ VCBFTBF/VCBFFIF).
- → **Product Type: Flexible SIP/ Fixed SIP/ Old Fixed SIP.**
- → **Quantity.**
- → **REDEMPTION.**



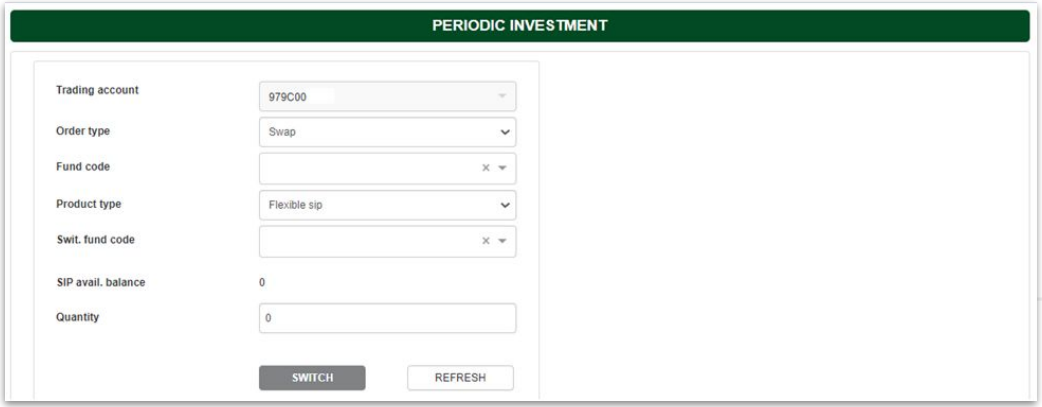
Step 3: Enter OTP from email/sms, Click **Accept.**

Step 1: Click **Order**, click **Place SIPs order.**



Step 2: Choose **Order type: Swap.**

- → **Fund code** (VCBFMGF/ VCBFBCF/ VCBFTBF/VCBFFIF).
- → **Product Type: Flexible SIP/ Fixed SIP/ Old Fixed SIP.**
- → **Swit.fund code** (VCBFMGF/ VCBFBCF/ VCBFTBF/VCBFFIF).
- → **Quantity.**
- → **SWITCH.**



Step 3: Enter OTP from email/sms, Click **Accept.**

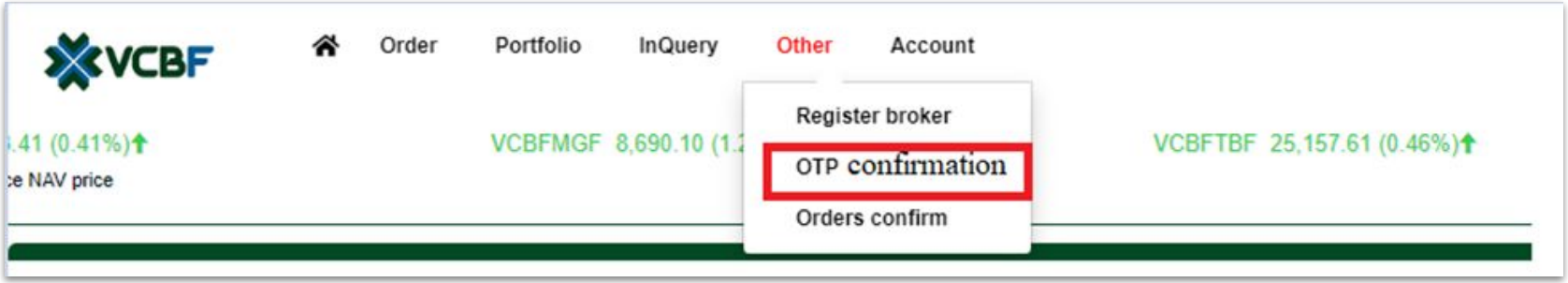


OTP CONFIRMATION

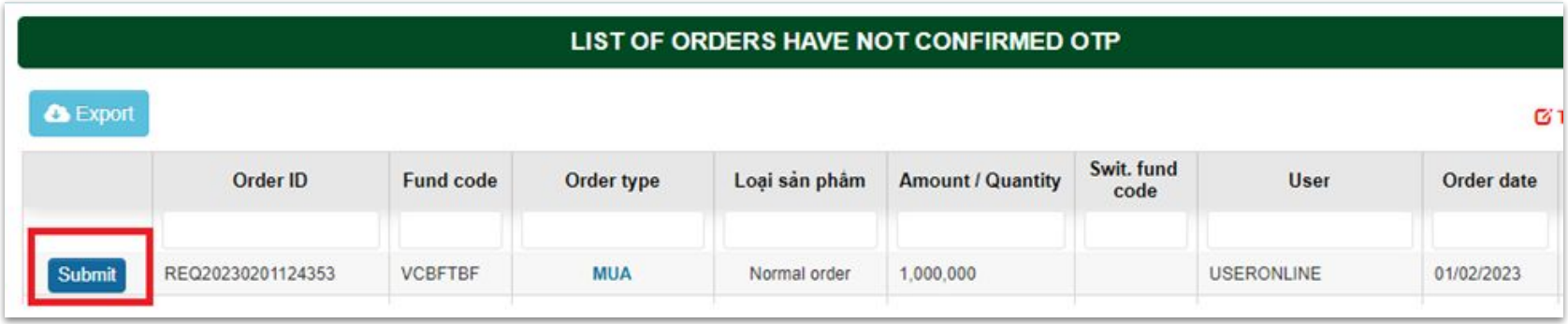
07

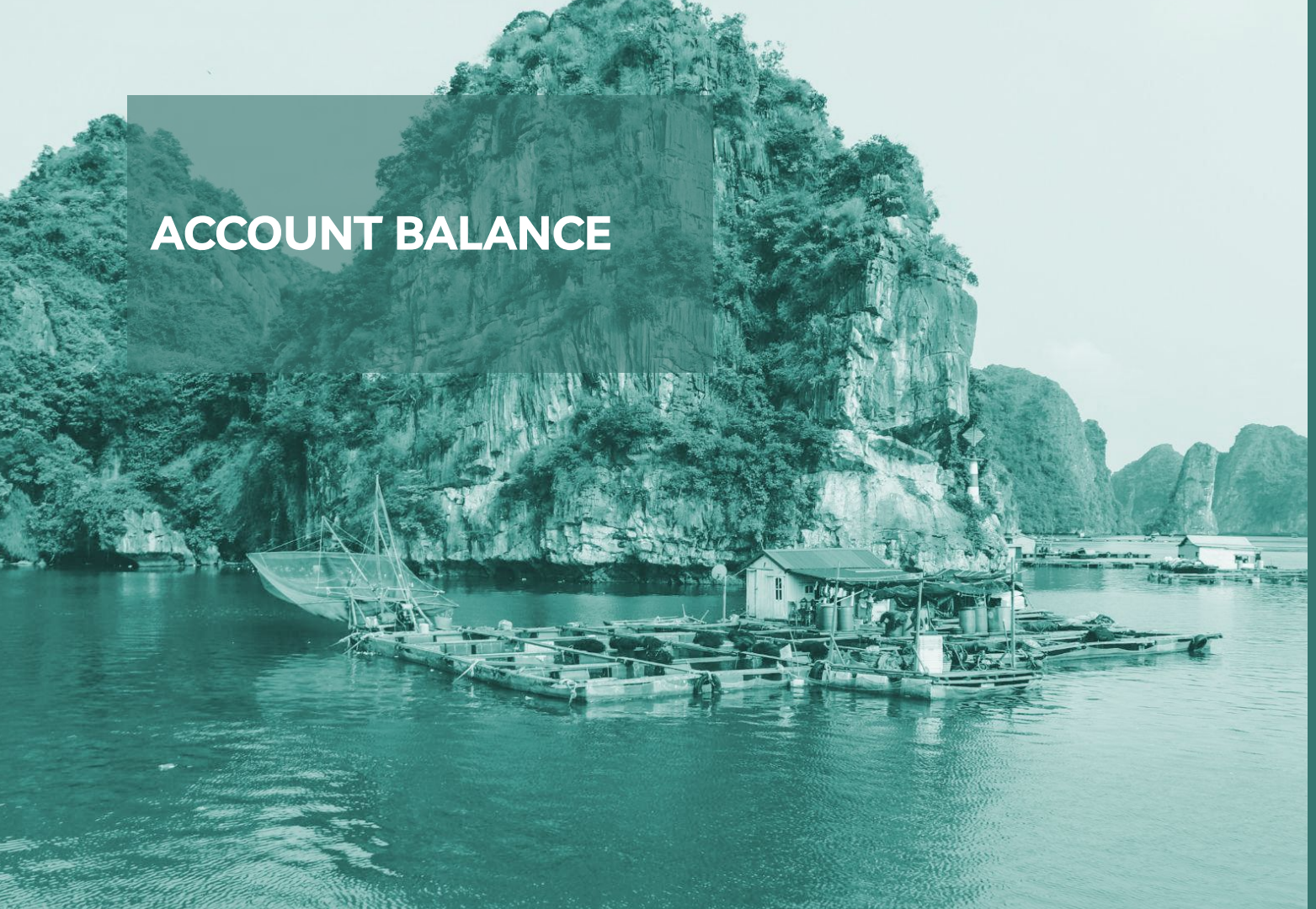
OTP confirmation

Step 1: Click **Order**, click **OTP confirmation.**



Step 2: Click **Submit**, Enter OTP, Click **Accept.**



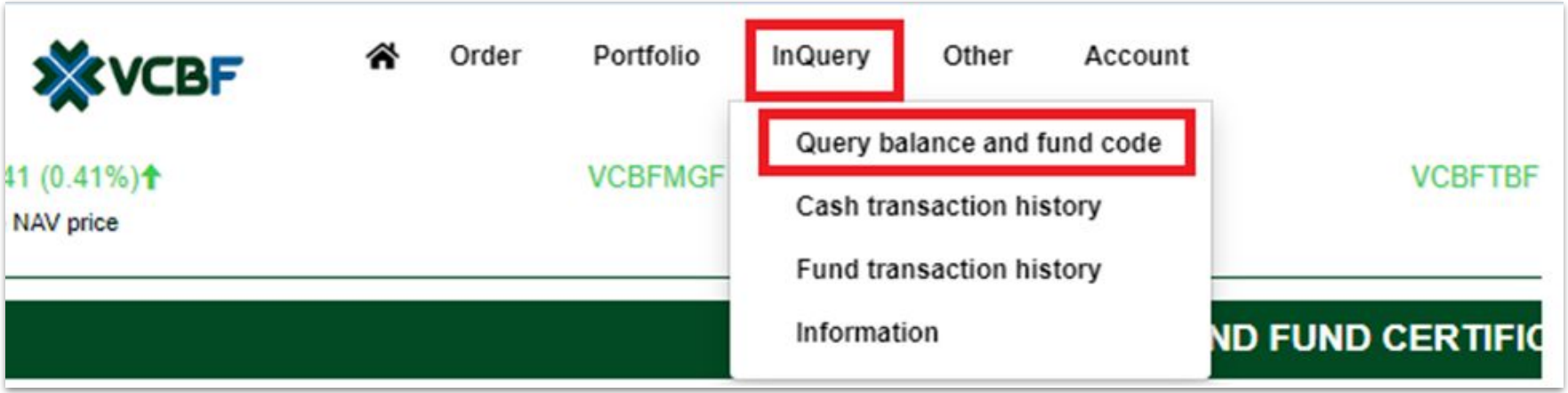


ACCOUNT BALANCE

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Account balance

Click **InQuery**, Click **Query balance and fund code.**



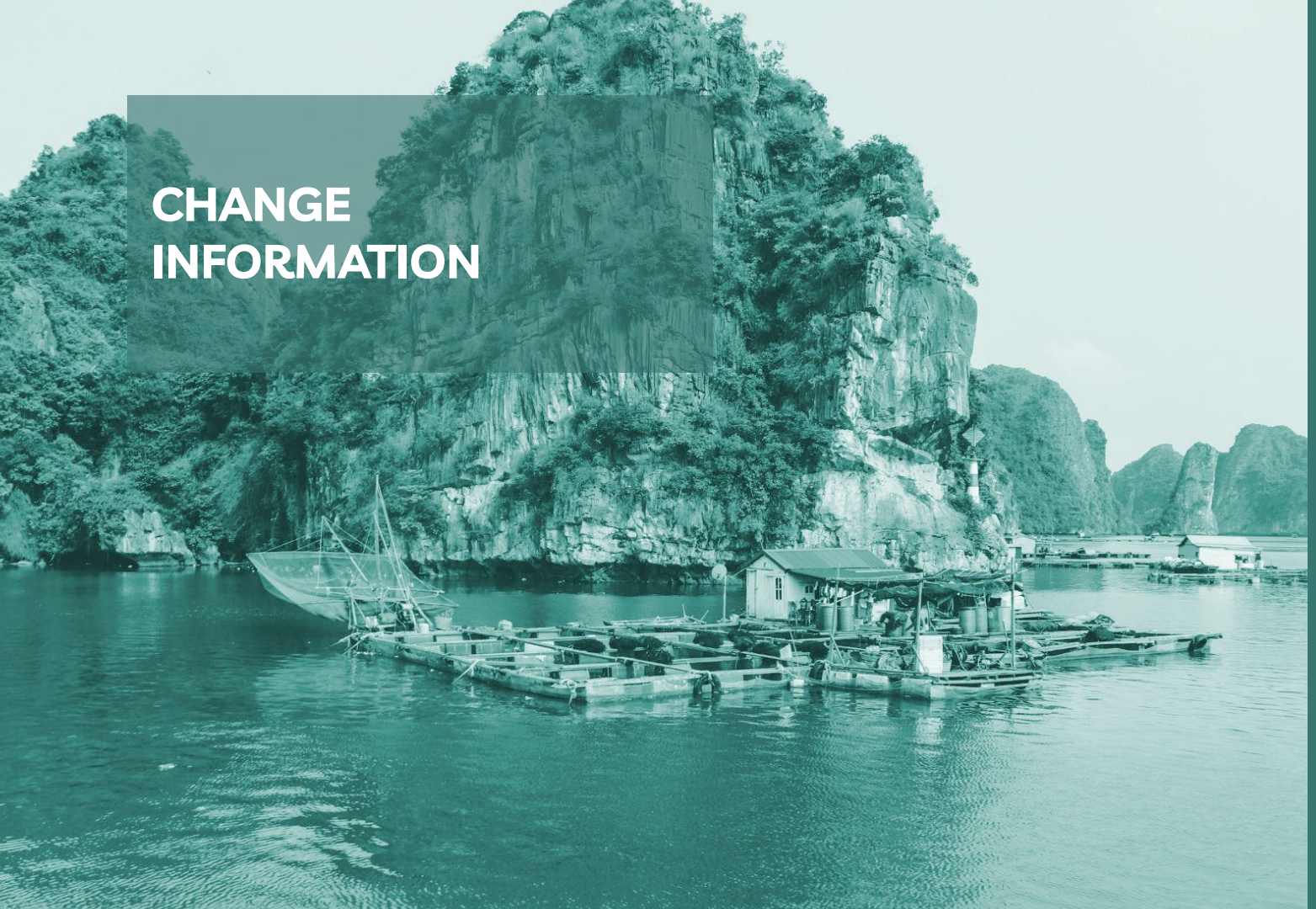


PORTFOLIO

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Click **Portfolio.**



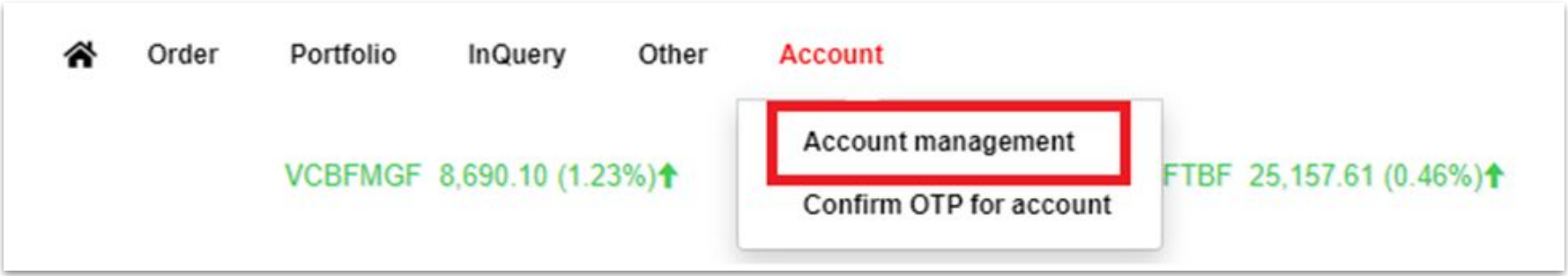


CHANGE INFORMATION

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Change information

Step 1: Click **Account**, Click **Account management**.



Step 2: Fill information, Click **Next.**

Step 3: Download Change of investor registration details, sign and send original copy with a photocopy passport to VCBF.

CONTACT US

Hanoi Head Office
15th Floor, Vietcombank Tower,
198 Tran Quang Khai Street, Hoan Kiem Ward
T. (84-24) 39364540.

Ho Chi Minh City Branch
14th Floor, Centec Tower,
72-74 Nguyen Thi Minh Khai, Xuan Hoa Ward,
HCMC.
T. (84-28) 38270750.

