



# BOX Options Market LLC

## BOX Virtual Trading Floor (“VTF”) User Guide

BOX’s VTF enables market participants to participate in a virtual open outcry trading environment in the event the physical BOX Trading Floor becomes inoperable.

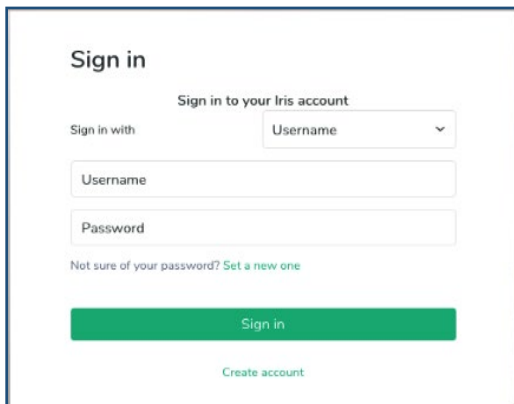
### Participant Login and Launching the VTF

Go to <https://vtf.boxoptions.com>.



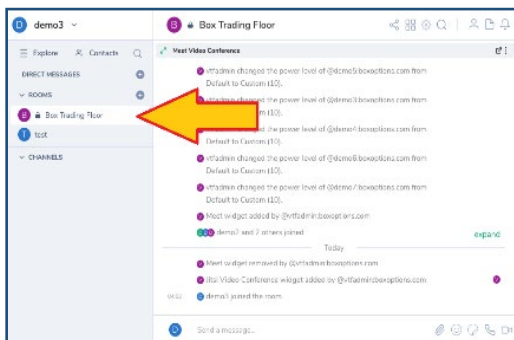
#### Welcome Page:

Click on the “Sign In” button.



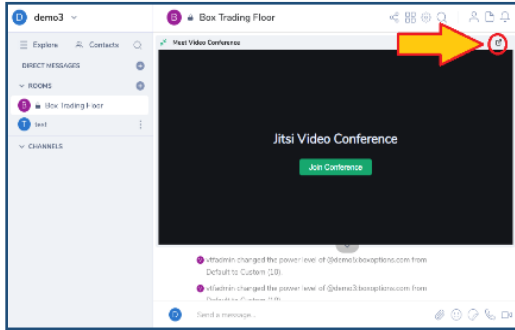
#### Sign In:

Type in the BOX-provided Username and Password.

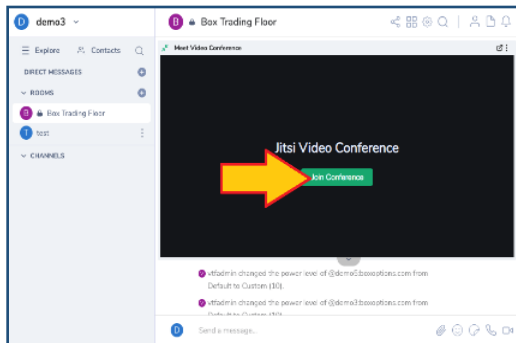


#### BOX Trading Floor:

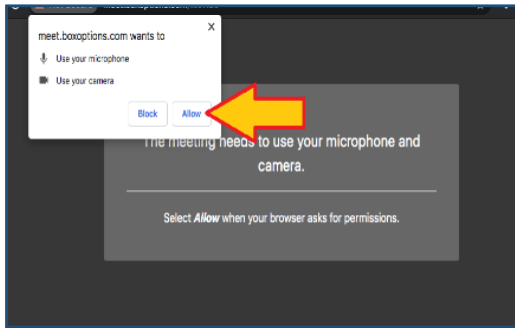
Click and open the “BOX Trading Floor” room on the left side of the screen.



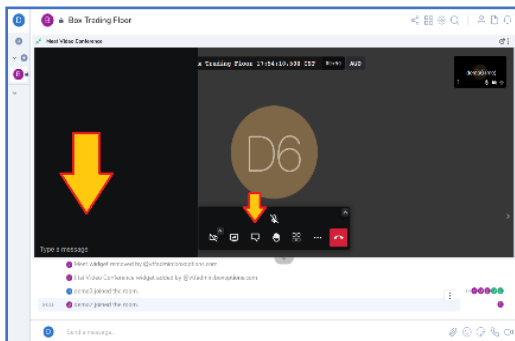
**Meet Widget Conference:**  
Click and expand the **“Meet Video Conference”** widget.



Click on **“Join Conference.”**

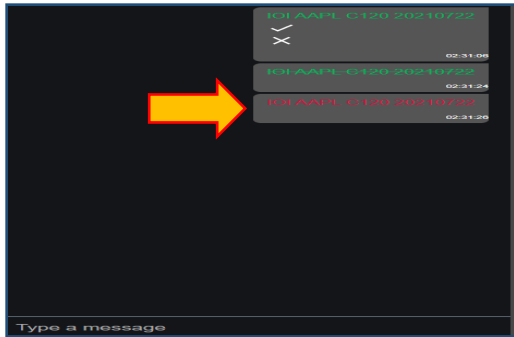


Allow access to the camera and microphone on your computer.



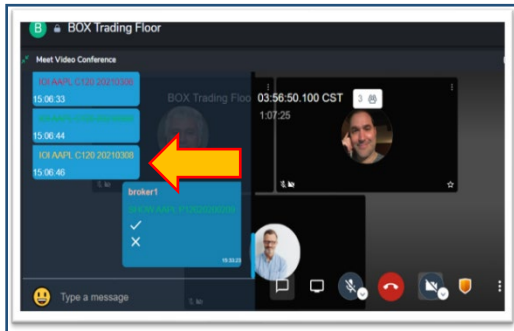
Floor Brokers will enter orders in the electronic blotter on the left side of the screen.

## Open Outcry Blotter



The electronic blotter contains a running list of all open outcry orders.

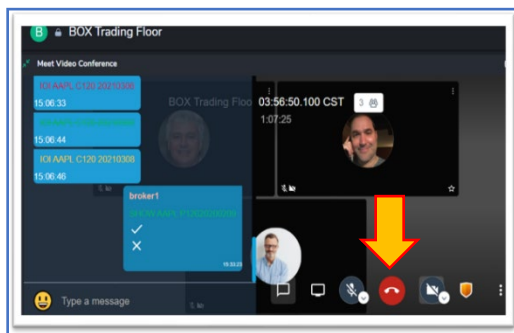
1. Open orders will display as **green** text.
2. When the user clicks on the **Tick**  button, the text changes to **red**, indicating the order has been executed.



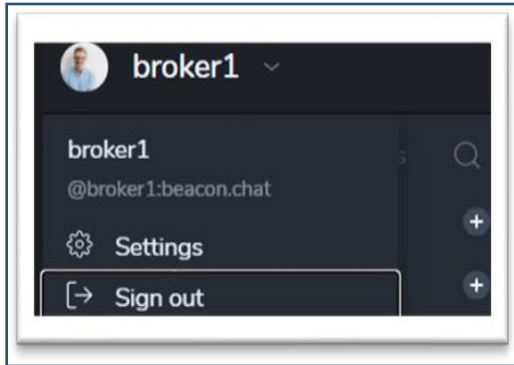
The Floor Broker can cancel the order by clicking on the  button. Cancelled orders will be displayed in **orange**.

*Note: Electronic blotter messages cannot be edited or deleted.*

## Exiting the VTF



Users can exit the VTF by clicking on the **“Leave”** button as shown.



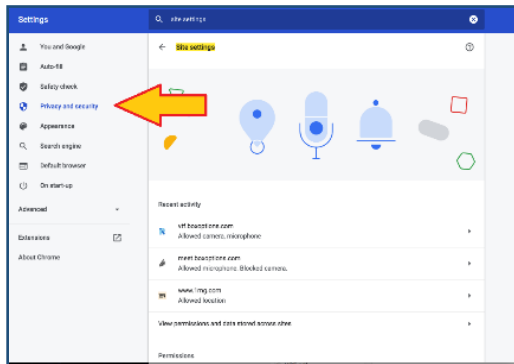
## Logging Out

To log out of the VTF, click on the **“Sign Out”** option on the dropdown beside **“Username”** (upper left, as shown)

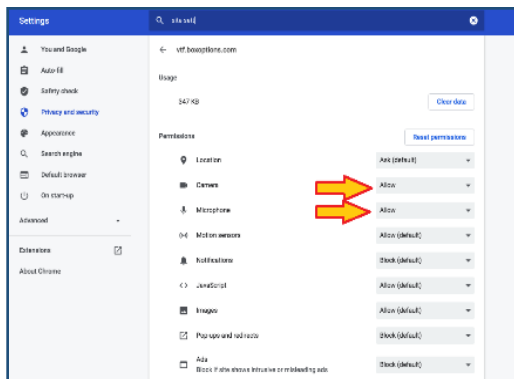
For support and questions, please reach out to the Market Operations Center at (866) 768-8845 or by email at [BOXMOC@boxoptions.com](mailto:BOXMOC@boxoptions.com) should you require additional information.

## Appendix

To reset Chrome microphone/camera permissions (if required):



At the top right, click **“More”** then **“Settings.”** Under **“Privacy and Security,”** click **“Site Settings.”**



1. Find [www.vtf.boxoptions.com](http://www.vtf.boxoptions.com) and click to open.
2. Select **“Allow”** for the Camera and Microphone dropdowns.