



MT4 Trading Platform User Guide

PC Version

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01

MT4 System Download and Installation

1. Click on the download link provided to save the installation file to your computer.

Link: <https://www.cgtrade.com/en/platforms/mt4>

MetaTrader 4

Access and trade in global financial markets with the most popular trading platforms.

Download MetaTrader 4



2. You can also download the MT4 from the user portal: <https://my.cgtrade.com/downloads/>

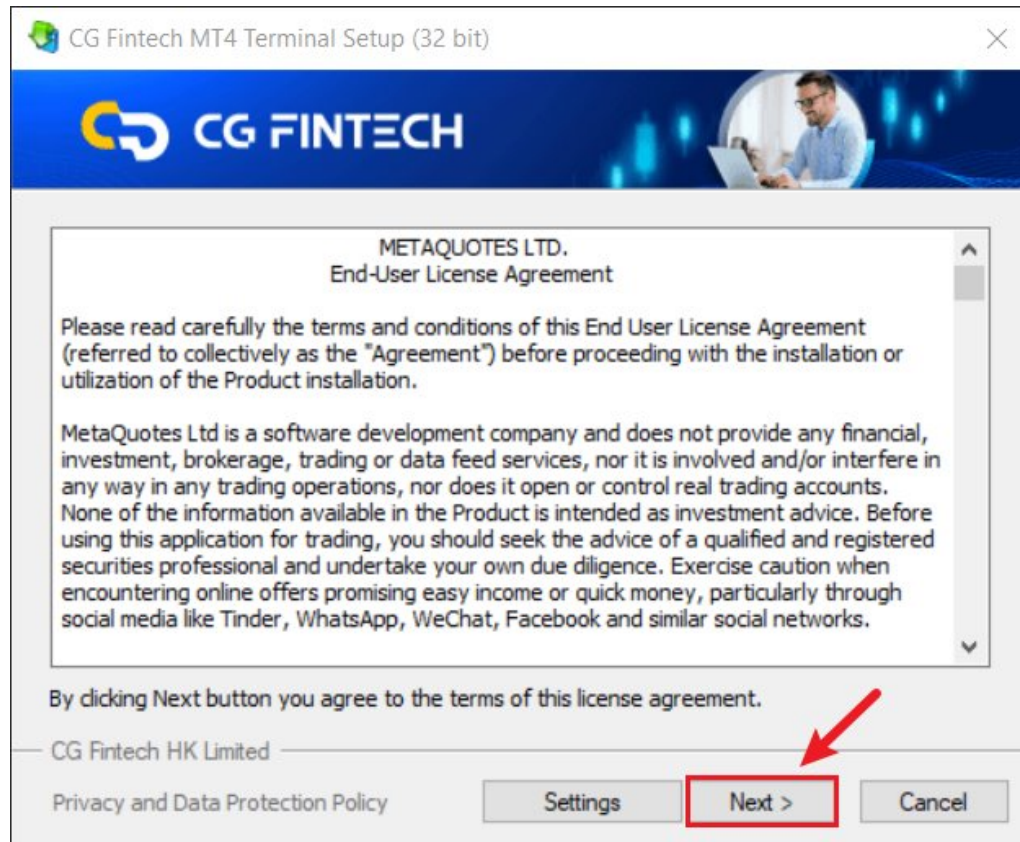
The screenshot displays the CG Fintech user portal interface. On the left, a dark sidebar contains a 'TRADER'S MENU' with options: Accounts, Funds, Profile, Downloads (highlighted with a red box and a red arrow labeled '1'), Economic Calendar, Social & Copy Trading, CG CopyTrading, and Gold-i MAM. Below this is a 'PROMOTIONS' section with 'Ramadan Trading Contest' and '20% Deposit Bonus Campaign', followed by an 'IB MENU' with 'Optional Sharing'. The main content area shows the breadcrumb 'Home / TRADER'S MENU / Downloads'. It features three download cards: 'MT4 Desktop' (with a Windows icon and a 'Download' button highlighted with a red box and a red arrow labeled '2'), 'MT4 iOS' (with an Apple icon and a 'Download' button), and 'MT4 Android' (with an Android icon and a 'Download' button'). The top right of the page includes a user profile, a language selector (UK flag), 'Messages', 'Help Desk', and 'Logout'.

Installation:

You may click on "Next >" button to start the installation process.

You will get a notification when the program has been successfully installed.

Click "Finish" to complete the installation.





02


MT4 Account Login


Once the installation is completed, system will auto search (CGFintechHK) server.
(Note: Demo is a demo server, live is a live server.)

Open an Account ? X

Trading Servers
Select a more suitable trading server:

Address	Company	Ping
 CGFintechHK-Demo	CG Fintech HK Limited	246.78 ms
 CGFintechHK-Live	CG Fintech HK Limited	201.05 ms

 add new broker like 'BrokerName' or address mt.company.com:443
(If you don't see any servers on the page, please click on the plus sign to search for CGFintech)



When you first enter MT4, you will be automatically prompted to log in. Click "Next" and follow the prompts to log in to your trading account.

Open an Account ? ×

Select account type
To start working an account is required:

To start working, you need a valid trade account. If you don't have it, you can create a demo or real account by selecting the corresponding option below and pressing 'Next':

Existing trade account

Login:

Password: Save password

Server: CGFintechHK-Demo

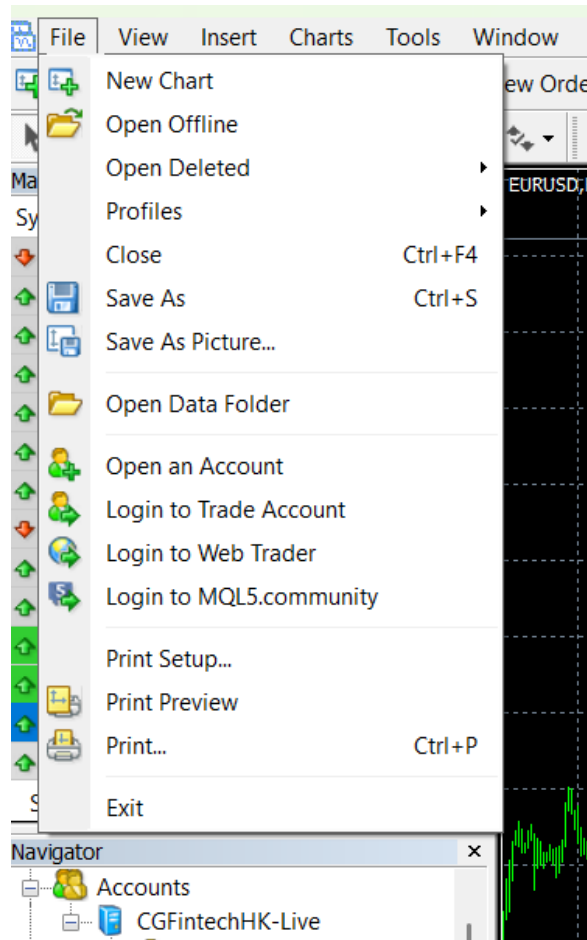
New demo account

New real account

Currently there are two ways to login to your account on MT4:

1. Click on the "File" option on the top left corner and select (Login to Trading Account) and fill in your credentials to login.
2. Click on the "network" icon on the bottom right corner, then click on "Login" and fill in your credentials to log in.

1.



2.



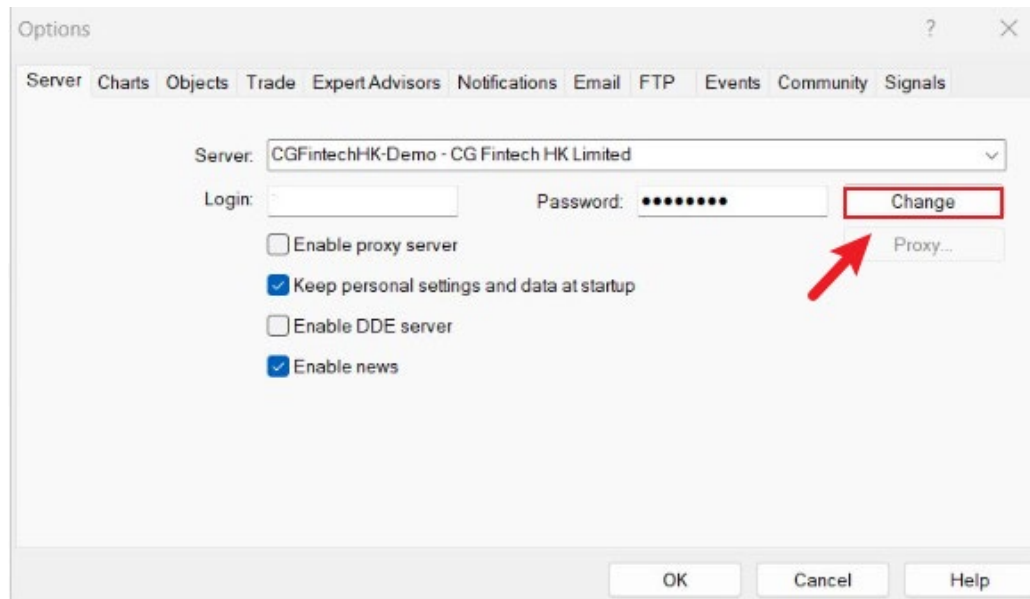
03

Change MT4 Account Password

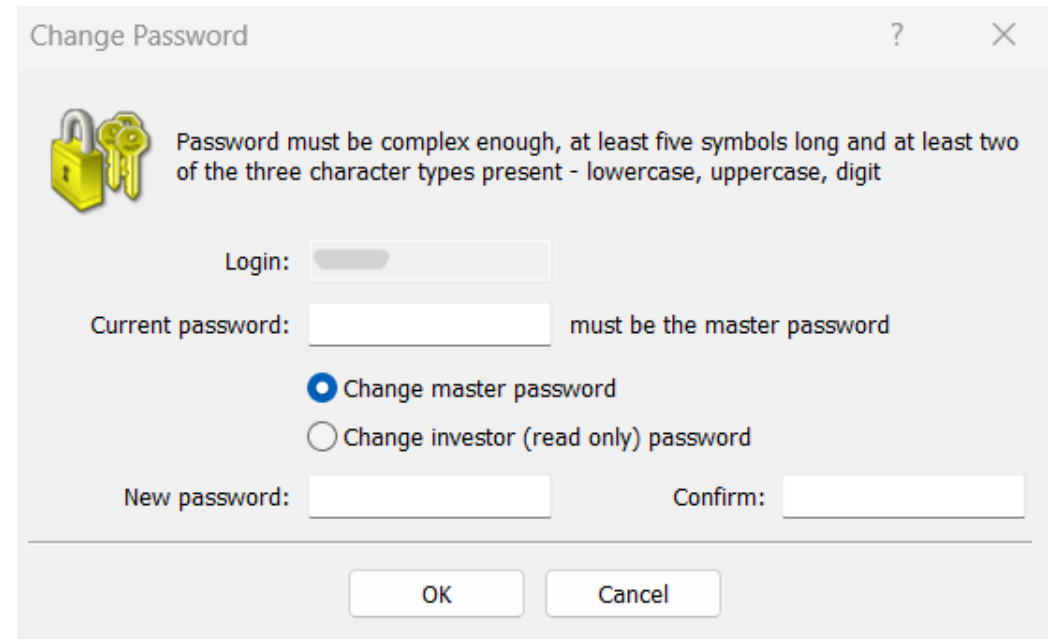
1. Enter the MT4 page and click "Tools" within the "Options", it will prompt to a new page.



1. Enter the MT4 page and click "Tools" within the "Options", it will prompt to a new page.



2. Fill in according to the requirements on the page and click "OK" to complete the password change.



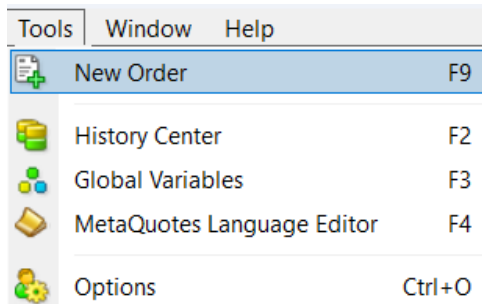
04

MT4 System Introduction

New Order

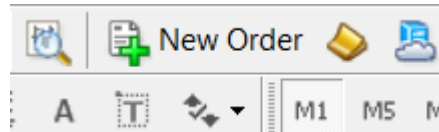
Menu Bar

Click "New Order" from the menu bar Tools



Tools

Click "New Order" in the toolbar



Market Watch

Double-click or right-click the quote window

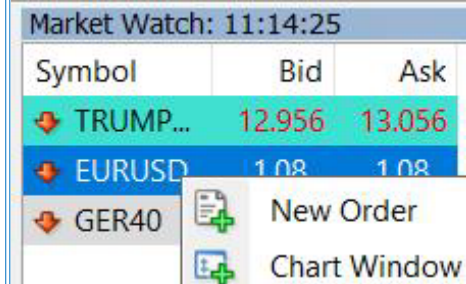
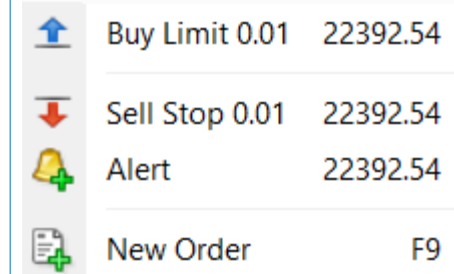


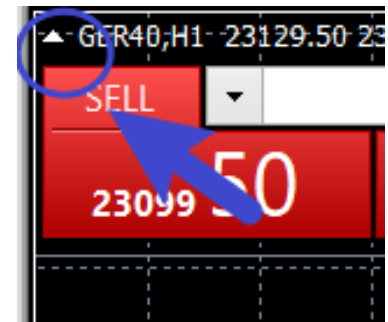
Chart Area

Right click in the icon window and click on "New Order"



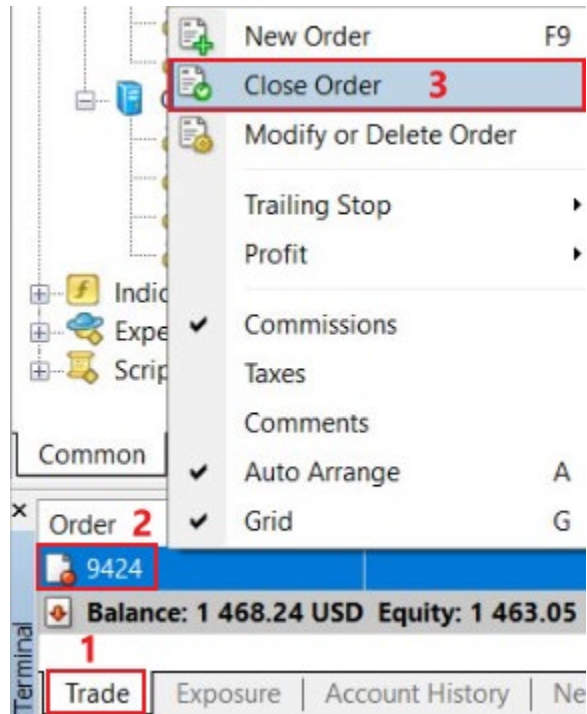
Inside Chart

Add "Trading Button" in the top-right corner



There are two methods to close a position

- Right-click on the order via the "Trade" option in the lower left corner and select "Close Position".



- Click "x" at the very end of the order to quickly close the position.

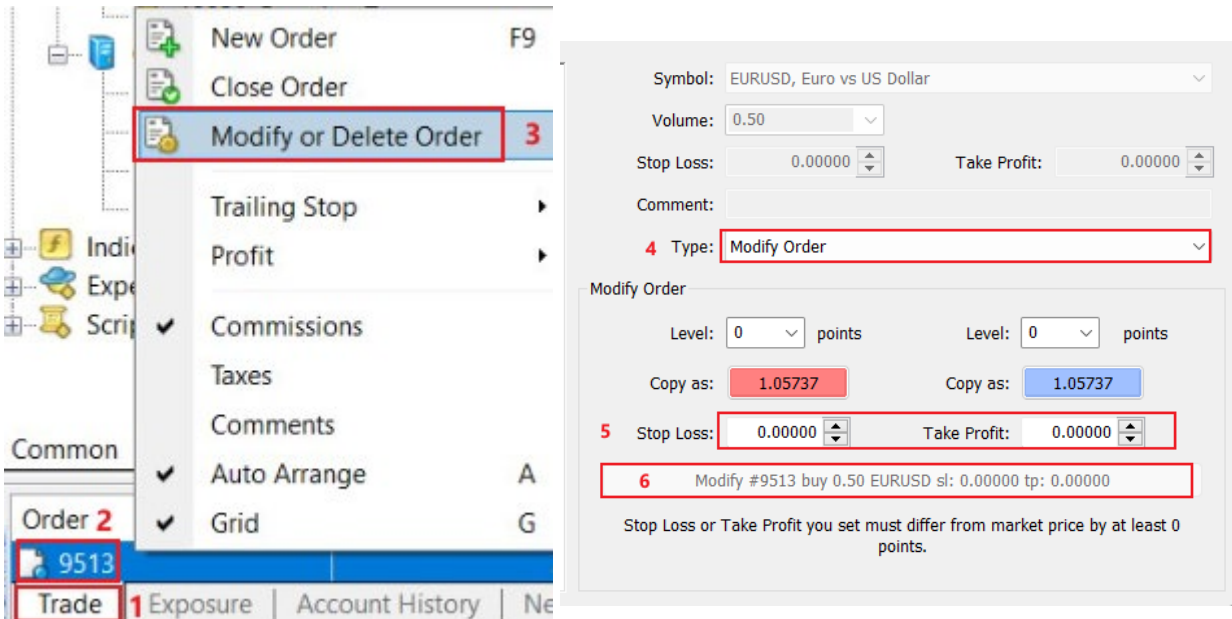
Commission	Swap	Profit
-0.06	0.00	-0.74

A red arrow points to the 'x' icon at the end of the Profit column in the table above.

: 1.05278 | L: 1.05259 | C: 1.05260 | V: 53 | 1324/7 kb

There are two ways to place a limit or limit order

- Right click on the order and select Modify or Delete Order, then on the pop-up page. In the Modify Order trading mode, set the Stop Loss price and Take Profit price.



The screenshot shows the MT4 interface. On the left, a right-click context menu is open over an order, with 'Modify or Delete Order' highlighted. The main window displays the 'Modify Order' dialog box for a EURUSD order. The dialog includes fields for Symbol, Volume, Stop Loss, and Take Profit. The 'Type' dropdown is set to 'Modify Order'. The 'Modify Order' section shows 'Level' and 'Copy as' fields. The 'Stop Loss' and 'Take Profit' fields are highlighted with red boxes. A red box at the bottom of the dialog shows the order details: 'Modify #9513 buy 0.50 EURUSD sl: 0.00000 tp: 0.00000'. A red box at the bottom of the dialog also contains the text: 'Stop Loss or Take Profit you set must differ from market price by at least 0 points.'

- Drag the red and green price lines in the order chart to set them.



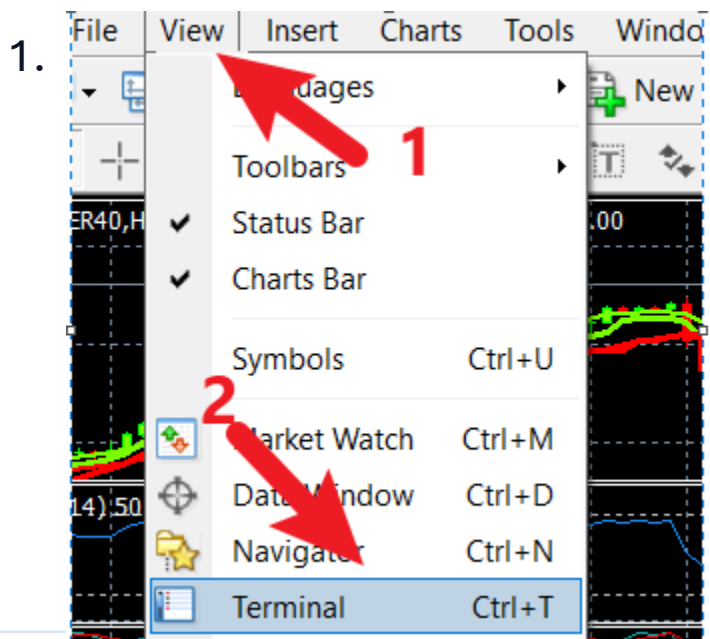
05

MT4 Journal

How to download your MT4 Journal

Download Trade History (Account Statement)

1. **Open MT4** and go to the **"Terminal"** window.
2. Click on the **"Account History"** tab.
3. Right-click anywhere in the window and select **"All History"** or **"Custom Period"** (if you want specific dates).
4. Right-click again and select **"Save as Report"** or **"Save as Detailed Report"**.
5. Choose a location on your computer and save the file (it will be in HTML format).



2.

How to download your Journal from MT4?

Log in to MT4 and click [Journal] at the bottom.



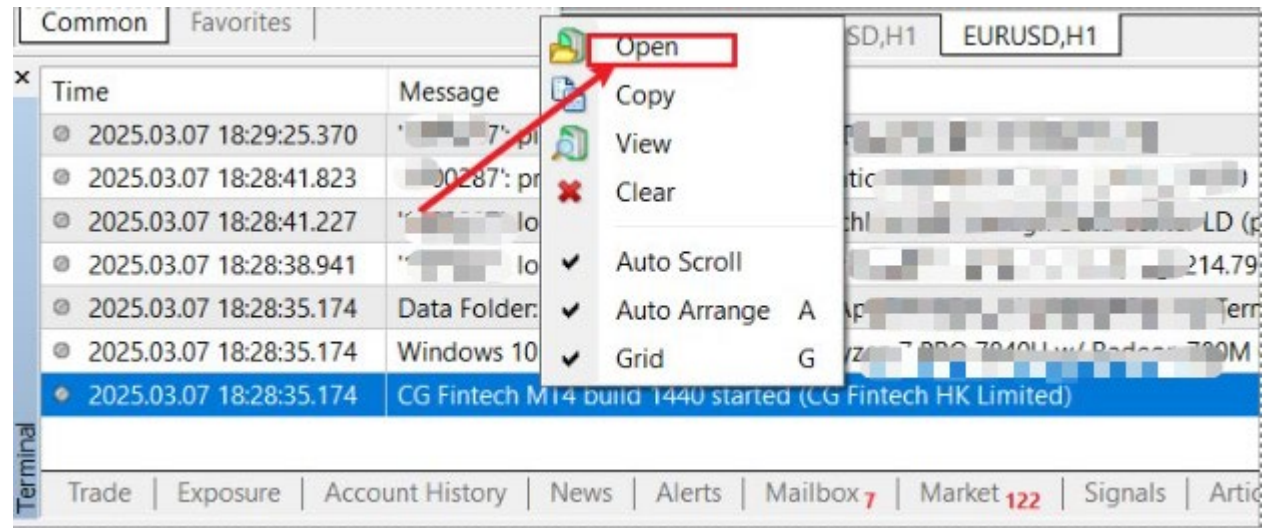
The screenshot displays the MT4 Terminal window. The main area shows a list of messages with the following columns: Time and Message. The messages are:

Time	Message
2025.03.07 18:29:25.370	[Blurred]
2025.03.07 18:28:41.823	[Blurred]
2025.03.07 18:28:41.227	[Blurred]
2025.03.07 18:28:38.941	[Blurred]
2025.03.07 18:28:35.174	[Blurred]
2025.03.07 18:28:35.174	[Blurred]
2025.03.07 18:28:35.174	CG Fintech MT4 build 1440 started (CG Fintech HK Limited)

At the bottom of the terminal, there is a navigation bar with the following items: Trade | Exposure | Account History | News | Alerts | Mailbox 7 | Market 122 | Signals | Articles 1 | Code Base | Experts | Journal. The 'Journal' button is highlighted with a red box, and a red arrow points from the 'Journal' button to the 'Message' column of the terminal log.

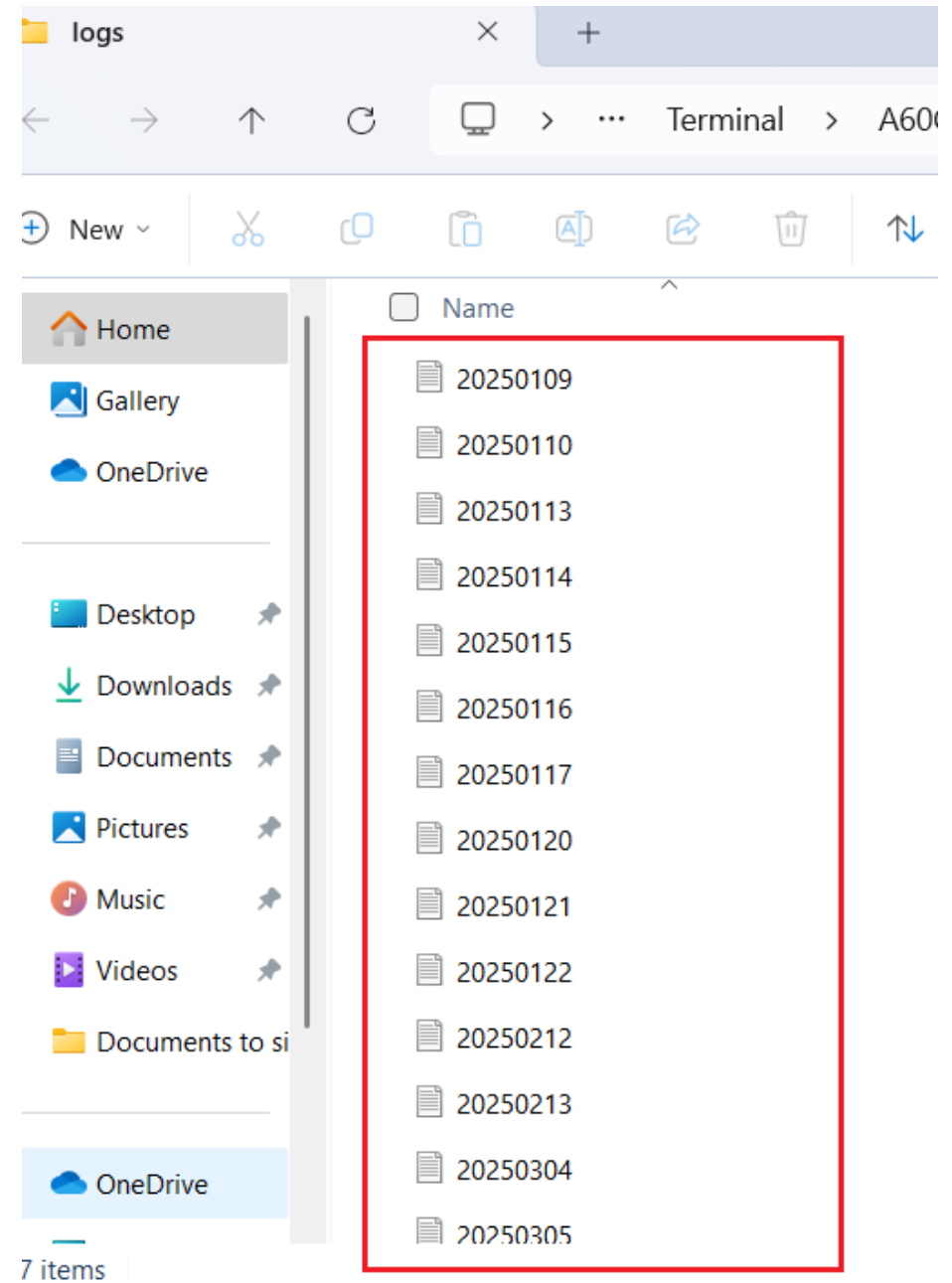
How to download your Journal from MT4?

- 2. Right-click and select **[Open]** to view the journal folder (named by date, e.g., **[20240604]** for June 4, 2024).



How to download your Journal from MT4?

- 3. Select the desired date, download the files, and upload them as needed.

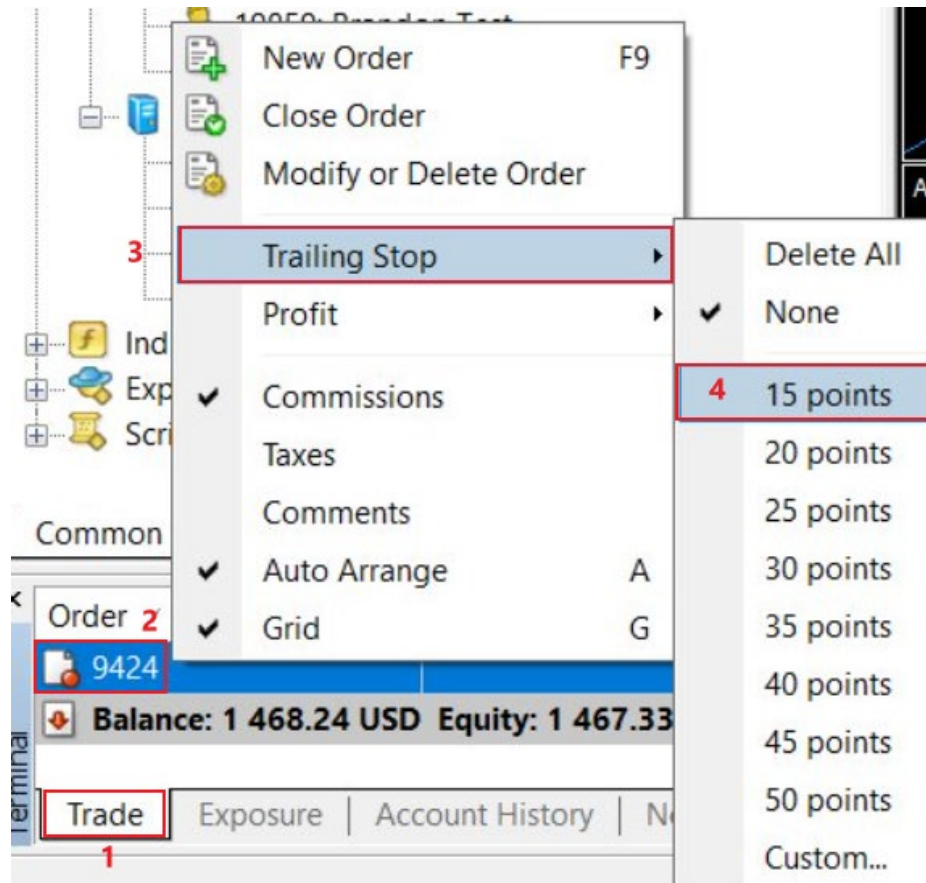


06

MT4 Interface Introduction

Trailing Stop Orders

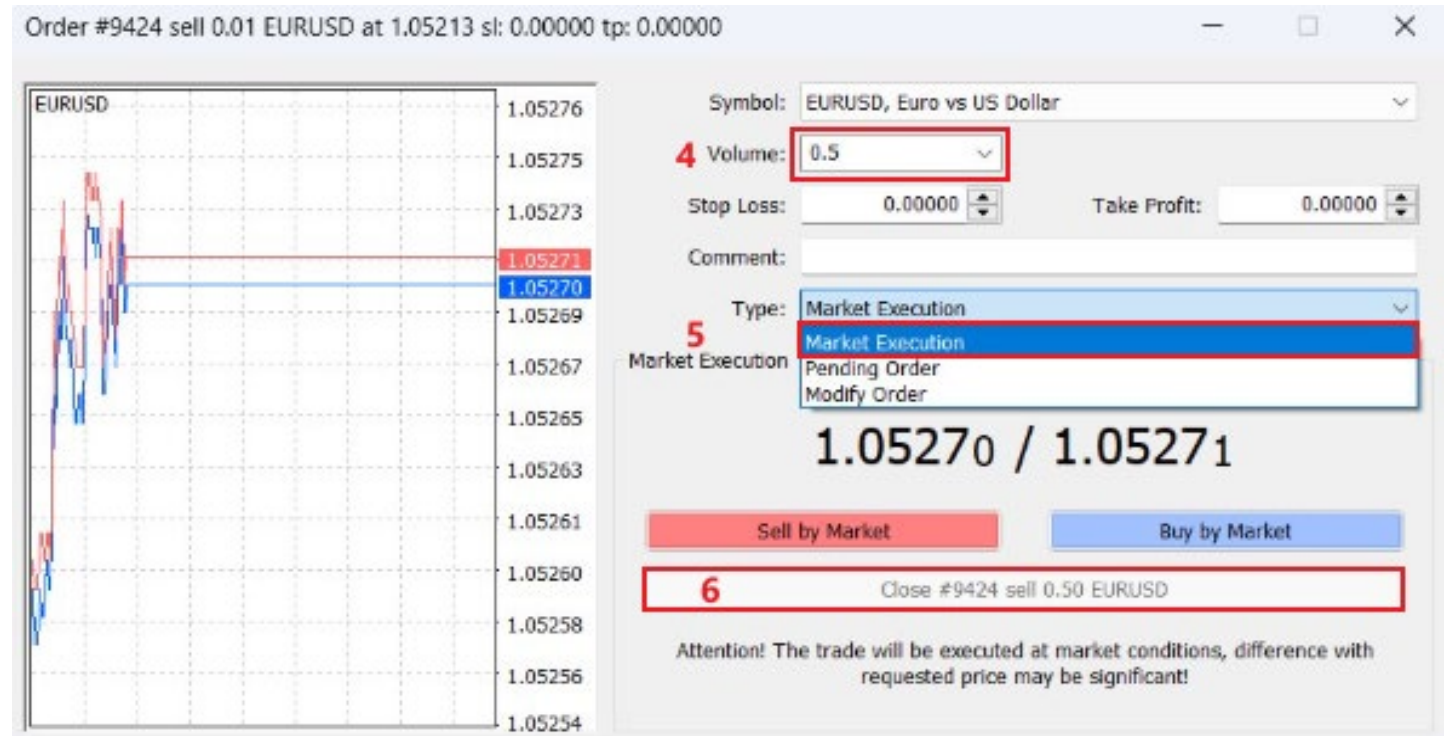
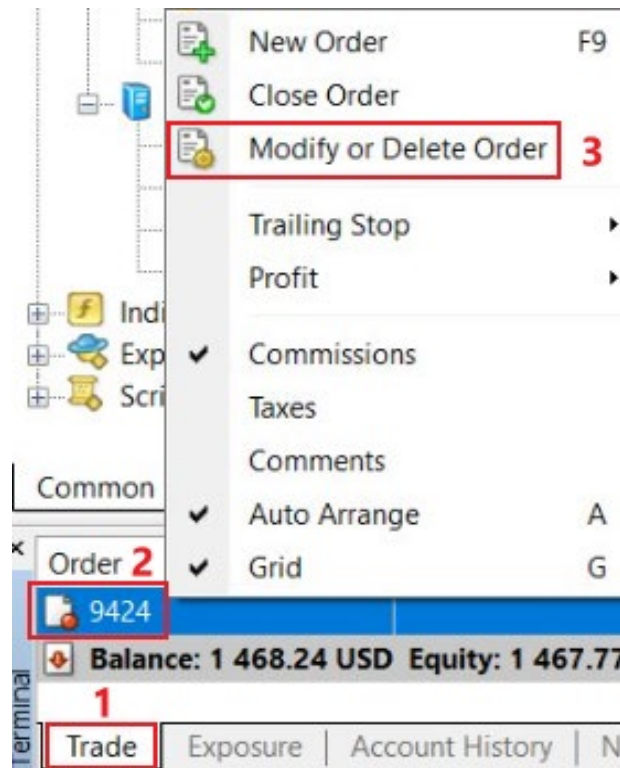
Right-click on the "order" options and select the "trailing stop" and select the corresponding number of points.



Order 5	Time
9424	2024.12.05 07:15:42
Trade	Exposure Account History News Alerts Mailbox

Partial Closing




Right-click on the trading order, select "Modify or Delete Order", and then enter the lot size at the market price in the pop-up window to close the position.




Account History

To view MT4 account history, **log in to MT4 and go to the “Terminal” window and select tab “Account History”**.

Trading history is located here, and you can select the time period you want to see, such as last month, last 3 months, or a custom time period. With account trading history, you can see the total profit or loss on your trading account.

Order /	Time	Type	Size	Symbol	Price
 9287	2024.12.04 05:36:11	sell	0.01	eurusd	1.04898
 9288	2024.12.04 05:43:05	sell	0.01	eurusd	1.04922
 9416	2024.12.05 05:36:50	buy	0.01	eurusd	1.05171

Trade	Exposure	Account History	News	Alerts	Mailbox	Market	Signals	Articles	Code Base	Experts	Journal
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07

MT4 Language Settings

To change the language on MT4 (desktop version), ensure that **your device's language matches the language you want to set on MT4**. After selecting the desired language, restart your MT4 for the changes to take effect.

