**Software Screens – Preliminary Instructions**

**Rev 02092025**

**Date: February 14, 2025**

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| **YELLOW= CHANGES SINCE REV 02/09/2025** |

Hello Muhammad,

The purpose of this document is to give you some preliminary instructions on what is required for the various software screens in our computer program. The comments below all refer to the version of the spreadsheet dated 02/09/2025

However, before giving you these instructions, it is important that you understand what I am doing.

The spreadsheet is used to document the results and the status of various trades in stocks and stock options. Therefore, I need to give you some information about stocks and stock options.

**STOCKS AND STOCK OPTIONS**

Everyone knows what stocks are. Every stock has a symbol associated with it. For example, if you look at cell F247, you will see the text “MCD”. This is the symbol for McDonalds stock. If you look at Cell F8, you will see the text “F”. This is the symbol for Ford Motor Company stock.

Unfortunately, very few people are familiar with stock options, so I will give you a little information.

* There are two types of stock options. These are designated as Calls and Puts. If you look at Cell G23, you will see the word “Call”. If you look at Cell G9, you will see the word “Put”.
* A call option gives the owner the right to buy a stock. Every Call option has the following three attributes associated with it:
  + The underlying stock name. The underlying stock name is the name of the stock which may be bought by using the call option. For example, “Ford”.
  + The call option expiration date. Every call option has an expiration date, beyond which it may not be used. For example, “2/27/2025”.
  + The call option strike. Every call option has a strike. This is the price that one will pay when one uses the call option to purchase a stock. For example, 9.50, which means $9.50.
  + For example, consider the text in Cell B23, which reads “F 2/7/2025 9.50 Call”. This text is referring to a call option, where, since F is the symbol for Ford, Ford is the underlying stock, where the expiration date is 2/27/2025, and where the strike is $9.50. This option gives the holder the right to buy one share of Ford stock at the price of $9.50 anytime on or before the date of 2/27/2025.
  + There are four different types of transactions that one may make involving call options. Before describing these types, it is important to understand that one may sell a call option without actually owning the option. In this case, one must later make good any losses that may occur later as a result of making this sale now. The four different types of call option transactions are:
    - “Buy to Open”. In this transaction, one is buying a call option.
    - “Buy to Close”. In this transaction, one is buying back a call option that one has previously sold using the “Sell to Open” transaction. See below.
    - “Sell to Open”. In this transaction, one is selling a call option that one does not own. Yes, it’s possible to do this. See above.
    - ”Sell to Close”. In this transaction, one is selling a call option that one presently owns.
    - For example, refer to Row 23. You will see the text “ Sell” in Cell L23, the text “F” in Cell F23, the text “2/7/2025” in Cell K23, the text “9.50” in Cell I23, and the text “Call” in Cell G23. Since the heading in Column L6 indicates “opening Action” the data in row 23, Columns F through N, refers to a Sell to Open transaction for Ford 2/7/2025 call options. These are the call options referenced in Cell B23.
  + Calls are always purchased in units of contracts, where one contract is for 100 shares of stock. Therefore, any reference to a quantity of 6 calls (for example) would actually refer to calls for 600 shares of stock.
* A Put option gives the owner the right to sell a stock. Every Put option has the following three attributes associated with it:
  + The underlying stock name. The underlying stock name is the name of the stock which may be sold by using the put option. For example, “Ford”.
  + The put option expiration date. Every put option has an expiration date, beyond which it may not be used. For example, “9/19/2025”.
  + The Put option strike. Every put option has a strike. This is the price that one will receive when one uses the put option to sell a stock. For example, 10.00, which means $10.00.
  + For example, consider the text in Cell B9, which reads “F 9/19/2025 10.00 Put”. This text is referring to a put option, where Ford is the underlying stock, where the expiration date is 9/19/2025, and where the strike is $10.00. This option gives the holder the right to sell one share of Ford stock at the price of $10.00 anytime on or before the date of 9/19/2025.
  + There are four different types of transactions that one may make involving put options. Before describing these types, it is important to understand that one may sell a put option without actually owning the option. In this case, one must later make good any losses that may occur later as a result of making this sale now. The four different types of put option transactions are:
    - “Buy to Open”. In this transaction, one is buying a put option.
    - “Buy to Close”. In this transaction, one is buying back a put option that one has previously sold using the “Sell to Open” transaction. See below.
    - “Sell to Open”. In this transaction, one is selling a put option that one does not own. Yes, it’s possible to do this. See above.
    - ”Sell to Close”. In this transaction, one is selling a put option that one presently owns
    - For example, refer to Row 9. You will see the text “ Buy” in Cell L9, the text “F” in Cell F9, the text “9/19/2025” in Cell K9, the text “10.00” in cell I9, and the text “Put” in Cell G9. Since the heading in Column L6 indicates “opening Action” the data in row 9, Columns F through N, refers to a Buy to Open transaction for Ford 9/19/2025 put options. These are the put options referenced in Cell B9.
  + Puts are always purchased in units of contracts, where one contract is for 100 shares of stock. Therefore, any reference to a quantity of 9 puts (for example) would actually refer to puts for 900 shares of stock.
* The spread sheet uses an Excel add-in called ExcelPriceFeed to constantly acquire stock and stock option prices. This add-in operates by passing an encoded Excel function through to the ExcelPriceFeed add-in separately for each stock or stock option. For example, consider Cell C11. The encoded function for this cell can be observed in the Excel formula bar, and is “=@EPF.Yahoo.Price("F250919P00010000")”, which is the command to return the price for the stock option specified in Cell B11, which is the Ford 9/19/2025 10.00 Put option. The procedure for encoding these functions is specified in the ExcelPriceFeed user’s manual.
* If the ExcelPriceFeed encoded function is not encoded correctly, then ExcelPriceFeed will return text-based errors such as “#NUM!” or “#VALUE!”. However, there are times when ExcelPriceFeed does not have up to date data on a specific stock or stock option, and , in these cases, ExcelPriceFeed will also return similar text-based errors. Ignore these errors.

**SPREADSHEET**

The main purpose of the software will be to display and modify the spreadsheet depicted in the sample that I provided to you. The spreadsheet is fairly large, and is intended to be displayed on an external 32” monitor. Because of the size of the spreadsheet, it will be necessary to add horizontal and vertical scroll bars to allow scrolling anywhere in the spreadsheet without changing screens. It is not necessary to provide a “Zoom” function. However, it may be necessary to set a zoom factor during software review. The spreadsheet should include the following:

* The spreadsheet will display numerous blocks of data called “positions”. Positions may be opened, modified, closed, deleted, or restored. An example of one position is the table that starts in Cell F4, and ends in Cell AN38, along with all the data to the left and to the right of the table, and along with the graph. Multiple positions will be aligned vertically with each other, and, in no case, will positions be horizontally offset from each other. Positions, and the operations of opening, closing, modifying, and deleting spreadsheets are defined in more detail below.
* The spreadsheet will include three new buttons labelled “END PROGRAM”, “ADD NEW POSITION”, and “RESTORE POSITION” These buttons will be located above the upper left-hand corner of the top-most position. The operation of the buttons are described below.
* Each spreadsheet will also include a set of three new buttons for each position. The buttons will be labelled “MODIFY”, “CLOSE POSITION”, and “DELETE POSITION”, and will be located as shown for the example position at Cell F4. The operation of these buttons will be as follows:
* Each position will contain multiple rows of data. Each row of data is called a “Position Entry”, or just an “Entry”. Entries may be opened, modified, or closed. Spreadsheet entries, and the operations of opening, modifying, and closing entries are defined in more detail below.
* The spreadsheet will include the column headers shown in row 3.
* The spreadsheet **will not** include the table shown in Cell F286.
* The spreadsheet will include the headers and the column totals shown in rows 330 and 331. These headers and column totals will move up and down as spreadsheets are opened, closed, or deleted so that they are always below the bottom position.

**DISPLAY SCREENS.**

Two different screens may be open at the same time. The first screen depicts the spreadsheet, as described above, and will always be open. The second screen could be any of the various popups which are described below. It is my intent to display the spreadsheet screen and the popup screens at the same time by using the windows extended display capability, with either screen being dragged by the computer mouse from the computer monitor to an external monitor, or vice versa.

**SPREADSHEET CALCULATIONS AND SPREADSHEET DATA**

Spreadsheet data and spreadsheet calculations must be made in a fixed sequence. The description of each sequence, as well as the data and the calculations associated with each sequence are as defined below.

* Note, the following data in the example spreadsheet will not be included in the final spreadsheet at this time:
  + The table at Cell F326.
  + The table at cell F378, and associated data to the left and below this cell.
  + The data at Cells AF379 and AF 379.

**SEQUENCE No. 1. - INITIAL SPREADSHEET DEPENDENT DATA AND CALCULATIONS**

Initial spreadsheet data is entered and initial spreadsheet calculations are made one time only, when the spreadsheet is first opened, and will then remain unchanged. This information is described in Table 1, below.

| TABLE 1.  INITIAL SPREADSHEET DATA AND CALCULATIONS | | |
| --- | --- | --- |
| CELL NUMBER | Type of Data | FUNCTION  Note: All data is center justified unless noted otherwise. |
| B4 | Fixed | Text as noted in the example spreadsheet. |
| C4 | Software Calculated | Today’s Date. This date is dynamic and should reflect today’s date every time the software is opened. |
| F2 | Button | A button labelled “END PROGRAM”, the operation of this button is described below. |
| J2 | Button | A button labelled “ADD NEW POSITION”, the operation of this button is described below. |
| N2 | Button | A button labelled “RESTORE POSITION”, the operation of this button is described below. |
| AC3, AD3, and AP3 | Fixed | Text as noted in the example spreadsheet. |

**SEQUENCE No.2. – INITIAL POSITION DEPENDENT DATA AND CALCULTIONS**

As noted above, the example spreadsheet includes many positions. However, only the position located at Cell F4 is properly formatted. All references in this document for cell data refer to the example spreadsheet position located at Cell C4. Data for all other spreadsheet positions follows accordingly, based on the location of the position within the spreadsheet. Note: In no case will position locations be displaced horizontally from the position located at Cell C4.

Initial position dependent data is entered and initial position dependent calculations are made one time for each spreadsheet. This information (for the position at Cell F4) is described in Table 2, below.

| TABLE 2  INITIAL POSITION DEPENDENT DATA AND CALCULATIONS | | |
| --- | --- | --- |
| CELL NUMBER | Type of Data | FUNCTION  Note: All data is center justified unless noted otherwise. |
| F4,  and  X4 | Manually Entered by way of a Pop Up | The name of the position, when the position was first opened, followed by the text “ TO TODAY”. Note, the addended text, “ TO TODAY” is added by the computer. |
| Z4 and  Z5 | Fixed | Text as noted in the example spreadsheet. |
| AK4 and AK5 | Fixed | Text as noted in the example spreadsheet. |
| AB5 and AU9 | Software Calculated | Today’s Date. This date is dynamic and should reflect today’s date every time the software is opened. |
| F6, through AB6, including N7, V7, Y7,and Z7 | Fixed | Text as noted in the example spreadsheet. |
| AF6, through AN6, including AN7, AL7, and AM7 | Fixed | Text as noted in the example spreadsheet. |
| AR7 | Manually Entered by way of a Pop Up | The name of the position, when the position was first opened. |
| AU7, through BA7 | Fixed | Text as noted in the example spreadsheet. |
| AR8 through AR10 | Fixed | Text as noted in the example spreadsheet. |
| AR12, through  AR22 | Fixed | Text as noted in the example spreadsheet. |
| AR24, through  AR34 | Fixed | Text as noted in the example spreadsheet. |
| B7 | Fixed | Text as noted in the example spreadsheet. |
| C7 | Fixed | Text as noted in the example spreadsheet. |
| G36 | Button | A button labelled “MODIFY”, the operation of this button is described below. |
| K36 | Button | A button labelled “CLOSE POSITION”, the operation of this button is described below. |
| M36 | Button | A button labelled “DELETE POSITION”, the operation of this button is described below. |
| S34 and AF34 | Fixed | The text “Sum” |
| W34 through W38 | Fixed | Text as noted in the example spreadsheet. Left Justified. |
| D7 | Excel  PriceFeed | The price for the underlying stock. This price is the price now for the earliest of all the entries whose Column G data is “Stock”. Note, it might be necessary to loop through each position table two times, one time to determine which entry is the entry whose Column G data is “Stock”. and a second time to determine the price now for this entry, and to then be able to process entry (row) data. |

**SEQUENCE No.3. – ENTRY (ROW) DEPENDENT DATA AND CALCULATIONS**

As noted above, each spreadsheet includes numerous entries (rows). Entry dependent data and entry dependent calculations are made on a column-by-column basis for each entry (row).

The procedure to determine the data for each column is described in Table 3, below.

| TABLE 3  ENTRY (ROW) DATA AND CALCULATIONS  Note: These procedures must be separately repeated for each entry in the procedure. | | |
| --- | --- | --- |
| COLUMN  NUMBER | TYPE of DATA | FUNCTION  Note: All data is center justified unless noted otherwise. |
| Note: All references to “Today’s Price” are to be the price now reported by the ExcelPriceFeed add-in. | | |
| B | Manually Entered by way of a Pop Up | The symbol for the underlying stock, or the symbol for an associated call or put, as manually entered by way of a pop up.. |
| C | Excel  PriceFeed | The price now for the stock, call, or put specified in Column B, if the entry has not been closed, or the text “Closed” if the entry has been closed.   * Note: 1: See the ExcelPriceFeed manual for the procedure to encode the calling ExcelPriceFeed command. * Note 2. The command to close an entry will be manually entered by way of a pop up. |
| F | Manually Entered by way of a Pop Up | The stock symbol for the underlying stock, as manually entered by way of a pop up. |
| G | Manually Entered by way of a Pop Up | One of two different values, as follows:   * If the entry is for the purchase or sale of a stock, call, or put, then Column G is either the text “Stock”, “Call”, or “Put”, as applicable. * If dividends have been received, then Column G is the text “Dividend”.   All as entered manually by way of a pop up. |
| H | Not Used | Column H is no longer used. Please delete from the final software. |
| I | Manually Entered by way of a Pop Up | One of two different values, as follows:   * If the entry for Column G is “Stock” then Column I is either blank or “N/A”. * If the entry for Column G is “Call” or “Put”, then Column I is the strike for the option specified in Column B.   All as entered manually by means of a pop up. |
| J | Manually Entered by way of a Pop Up | One of two different values, as follows:   * If the entry for Column G is “Stock” then Column I is either blank or “N/A”. * If the entry for Column G is “Call” or “Put”, then Column J is the expiration date for the option specified in Column B.   All as entered manually by means of a pop up. |
| K | Manually Entered by way of a Pop Up | The date that the entry was opened, As entered manually by means of a pop up. |
| L | Manually Entered by way of a Pop Up | The opening action for the entry, and is either “Buy” or “Sell”, As entered manually by means of a pop up. As noted above. Opening actions for stocks are always “Buy”, but opening actions for calls or puts can be either “Buy” or “Sell”. |
| M | Manually Entered by way of a Pop Up | One of two different values, as follows:   * If the entry for Column G is “stock”, then Column M is the number of shares of stocks bought or sold . * If the entry for Column G is “Call” or “Put”, then Column M is the number of call or put contracts bought or sold. As noted above, one contract of calls or puts is for 100 shares of the underlying stock.   All as entered manually by means of a pop up. |
| N | Manually Entered by way of a Pop Up | One of 5 different values, as indicated in the following table:   |  |  |  | | --- | --- | --- | | Column G Data | Column L Data | Column N Data | | “stock” | “Buy” | The price paid per share of stock bought. | | “Stock | “Sell” | The price received per share of stock sold. | | “Call” or “Put” | “Buy” | The price paid per share of the call or put contract bought. | | “Call” or “Put” | “Sell” | The price received per share of the call or put contract sold. | | “Dividend” | N/A | The dividend cash received per share of stock owned. |   All as entered by way of a manual pop up. |
| O | Software Calculated | Cash in (received) or cash out (paid) for buying or selling shares of stock, or contracts of calls or puts when the entry is opened, or is the cash in (received) for receiving stock dividends, and could be one of 5 different values, based on the following table   |  |  |  | | --- | --- | --- | | Column G Data | Column L Data | Column O Data  Note: \* Indicates Multiplication | | “Stock” | “Buy” | Column M \* Column N \* -1 | | “Stock” | “Sell” | Column M \* Column N | | “Call” or “Put” | “Buy” | Column M \* Column N \* 100 \* -1 | | “Call” or “Put” | “Sell” | Column M \* Column N \* 100 \* | | “Dividend” | N/A | Column M \* Column N | |
| P | NOT USED | Column P is no longer used. Please delete from the final software. |
| Q | Software Calculated | The increase or decrease in cash in or out for the position due to the latest entry. This difference is called Delta Investment, and will be the value of the data in Column O times -1. |
| R | Software Calculated | The running investment. The running investment will have one of two different values, as follows:   * If the entry is the first entry ,then Column R will be the value in Column Q. * If the entry is not the first entry, then Column R is will be the value in Column R for the previous entry, plus the value in Column Q for the entry. |
| S | Software Calculated | The number of days. The number of days is the number of days between the date that the entry was opened and the date that the following entry was opened. The number of days will have one of two different values, as follows:   * If the entry is not the latest entry, then Column S is equal to the number of days between the date in Column K for the entry, and the date in Column K for the following entry. * If the entry is the latest entry, then Column S is equal to the number of days between the date in Column K for the entry, and today’s date, |
| T | Software Calculated | The product of the running investment and the number of days. This product is equal to Column R times Column S, and will have a comma 1000’s separator. |
| U | BLANK | Keep Column U as a narrow vertical separator between Column T and Column V. Column U will have no data. |
| V | See the function Column | Either Today’s date if the entry is not closed, or the date that the entry was closed if the entry is closed, or the date that dividends were received if dividends were received. Column V will have one of three different values, based on the following table:   |  |  |  | | --- | --- | --- | | Column B Data | Column C Data | Column V Data | | Not “Dividend” | Not “Closed” | Today’s Date | | Not “Dividend” | “Closed” | The date that the entry was closed.  Manually Entered by way of Pop Up | | “Dividend” | N/A | The date that dividends were received.  Manually Entered by way of Pop Up | |
| W | Software Calculated | The closing action for the entry. Column W will have one of three different values, as follows:   * If the data in Column L is “Buy”, then the data in Column W will be “Sell”. * If the data in Column L is “Sell”, then the data in Column W will be “Buy”. * If Column L is blank, then Column W will be blank. |
| X | Software Calculated | A repeat of Column M. |
| Y | See the function Column | Either Today’s price if the entry is not closed, or the closing price for the entry if the entry was closed, or blank if dividends were received. Column Y will have one of three different values, based on the following table:   |  |  |  | | --- | --- | --- | | Column B Data | Column C Data | Column Y Data | | Not “Dividend” | Not “Closed” | Today’s Price | | Not “Dividend” | “Closed” | Manually Entered by way of Pop Up | | “Dividend” | N/A | Manually Entered by way of Pop Up | |
| Z | Software Calculated | Either Today’s value if the entry is not closed, or the closing value for the entry if the entry was closed, or blank if dividends were received. Column Z will have one of three different values, based on the following table:   |  |  |  |  | | --- | --- | --- | --- | | Column B Data | Column G Data | Column W Data | Column Z Data  Note: \* Indicates Multiplication | | N/A | “Stock” | “Buy” | Column Y \* Column Z \* -1 | | N/A | “Call” or “Put” | “Buy” | Column Y \* Column Z \* 100 \* -1 | | N/A | “Stock” | “Sell” | Column Y \* Column Z | | N/A | “Call” or “Put” | “Sell” | Column Y \* Column Z\* 100 | | “Dividend” | N/A | N/A | Blank | |
| AA | Not Used | Column AA is no longer used. Please delete from the final software. |
| AB | Software Calculated | Column AB is the profit or loss to date for the entry, or the value of dividends received if dividends were received. Column AB will have one of two different values, based on the following table:   |  |  |  | | --- | --- | --- | | Column G Data | Column L Data | Column AB Data | | “Stock” or “Call” or “Put” | “Buy” or “Sell” | Column O + Column Z | | “Dividend” | N/A | Column O | |
| AE | Not Used | Column AE is no longer used. Please delete from the final software. |
| AF | Software Calculated | The number of days for End of Position. The number of days for end of position is the number of days between the date that the entry was opened and the date that the following entry was opened. The number of days for end of position will have one of two different values, as follows:   * If the entry is not the latest entry, then Column AF is equal to the number of days in Column S. * If the entry is the latest entry, then Column AF is equal to the number of days between the date in Column K for the entry, and the date in Cell AN5. |
| AG | Software Calculated | The product of the running investment and the number of days to End of Position. This product is equal to Column AF times Column AG, and will have a comma 1000’s separator. |
| AH | BLANK | Keep Column AH as a narrow vertical separator between Column AG and Column AI. Column AH will have no data. |
| AI |  | Either the date in Cell AN5 if the entry is not closed, or the date that the entry was closed if the entry is closed, or the date that dividends were received if dividends were received. Column AI will have one of three different values, based on the following table:   |  |  |  | | --- | --- | --- | | Column B Data | Column C Data | Column AI Data | | Not “Dividend” | Not “Closed” | The date in Cell AN5. | | Not “Dividend” | “Closed” | The date that the entry was closed.  Manually entered by way of pop up. | | “Dividend” | N/A | The date that dividends were received.  Manually entered by way of pop up. | |
| AJ | See the function Column | The closing action for the entry,. If Column L is “Buy, then Column AJ is “Sell”. If Column L is “Sell”, then Column AJ is “Buy”. If Column L is blank. Then Column AJ is blank. Closing actions for stocks are always “Sell”, but closing actions for calls or puts can be either “Sell” or “Buy”. |
| AK | Software  Calculated. | A repeat of Column X. |
| AL | See the function Column | Either Today’s price if the entry is not closed, or the closing value for the entry if the entry was closed, or blank if dividends were received. Column AL will have one of five different values, based on the following table   |  |  |  |  | | --- | --- | --- | --- | | Column B Data | Column C Data | Column G Data | Column AL Data  NOTE: Cell D7 is Today’s Price for the Underlying sSock. | | Not “Dividend” | “Closed” | N/A | The closing price for the entry.  Manually entered by way of pop up | | Not “Dividend” | Not “Closed” | “Stock” | Today’s Price | | Not “Dividend” | Not “Closed” | “Call” | If Column I Minus Cell D7 > = 0, then Column AL = 0.  If Column I Minus Cell D7 < 0, then Column AL = Cell D7 Minus Column I | | Not “Dividend” | Not “Closed” | “Put” | If Column I Minus Cell D7 < = 0, then Column AL = 0.  If Column I Minus Cell D7 > 0, then Column AL = Column L Minus Cell D7. | | “Dividend” | N/A | N/A | Blank | |
| AM | Software  Calculated. | Either the estimated value of the entry if the entry is not closed, or the cash in or out if the entry was closed, or blank if dividends were received.  Column AM will have one of four different values, based on the following table   |  |  |  |  | | --- | --- | --- | --- | | Column B Data | Column G Data | Column AJ Data | Column AM Data  Note: \* Indicates Multiplication | | Not “Dividend” | “Stock” | N/A | Column AK \* Column AL | | Not “Dividend” | “Call” or “Put” | “Buy” | -1 \* 100 \* Column AK \* Column AL | | Not “Dividend” | “Call” or “Put” | “Sell” | 100 \* Column AK \* Column AL | | “Dividend” | N/A | N/A | Blank | |
| AN | Software  Calculated. | Either the estimated profit or loss for the entry if the entry is not closed, or the actual profit or loss if the entry was closed, or the amount of dividends received if dividends were received. Note: The estimated profit or loss assumes that prices will not change between today’s date and the end of position date.  Column AN will have one of two different values, based on the following table   |  |  | | --- | --- | | Column B Data | Column AN Data  Note: \* Indicates Multiplication | | Not “Dividend” | Column AM Minus Column O | | “Dividend” | Column AB | |

**SEQUENCE No.4. – FINAL POSITION DEPENDENT DATA AND CALCULATIONS**

Final position dependent data is entered and final position dependent calculations are made one time for each spreadsheet after the all entry (row) dependent data has been entered and all entry (row) dependent calculations have been made.

This information (for the position at Cell F4) is described in Table 4, below.

| TABLE 4  FINAL POSITION DEPENDENT DATA AND CALCULATIONS | | |
| --- | --- | --- |
| CELL NUMBER | Type of Data | FUNCTION  Note: All data is center justified unless noted otherwise. |
| X34 through X38 | Fixed | Text as noted in the example spreadsheet. |
| AB4, AN4, and AU8 | Software Calculated | The Initial investment date. This is the earliest date in Column K for all the entries for which the entry in Column G is “Stock” |
| AB36 | Software Calculated | The number of days from the date of the initial investment to today. Cell AB36 is equal to the number of days between the date in Cell AB 4 and the date in Cell AB5, plus 1. |
| AB35 | Software Calculated | The profit or loss from the date of the initial investment to today. Cell AB35 is equal to the sum of all the data in Column AB. |
| AD35 | Software Calculated | The profit or loss from the date of the initial investment to today. Cell AD35 is a copy of Cell AB35. |
| T34 | Software Calculated | The sum of all the data in Column T |
| AA34 and AV8 | Software Calculated | The time weighted average investment. Cell AA34 is equal to Cell T34 divided by Cell AB36 |
| AB37 | Software Calculated | The yield to date based on the time weighted average investment. Cell AB37 is equal to (Cell AB35 \* 100) divided by Cell AA34, where \* indicates multiplication. |
| AB38 | Software Calculated | The annualized yield to today. Cell AB38 is equal to (Cell AB37 \* 365) divided by Cell AB36, where \* indicates multiplication. |
| AC34 | Software Calculated | The ongoing investment for the position, through today’s date. Cell AC34 is the value in Column T corresponding to the entry with the latest date in Column K. |
| X4 and AI4 | Software Calculated | The spreadsheet revision date. This is the date at which the latest entry was added to the position, or the date at which the latest modification was made to any entry in the position, whichever comes last. |
| AN5 and AU10 | Software Calculated | The end of position date. This is the latest date in Column J. (The latest date, and not the date of the latest entry). |
| AV13 | Software Calculated | The “StartDate” for the first instance of the special function NPendingEvents which was previously developed. This is a repeat of Cell AU8. |
| AV14 | Software Calculated | The “EndDate” for the first instance of the special function NPendingEvents. This is a repeat of Cell AU10. |
| AV15 | Manually Entered by way of a Pop Up | The “FirstDate” for the first instance of the special function NPendingEvents. This date is somewhere between the ”StartDate” for the function, and the date that dividends will next be paid for the underlying stock. This date is manually entered by way of a pop up, and may be blank. |
| AV16 | Software Calculated | The “Today’sDate” for the first instance of the special function NPendingEvents. This is a repeat of Cell AU9. |
| AV17 | Manually Entered by way of a Pop Up | The “Period” for the first instance of the special function NPendingEvents, either “M” or “Q”. This data is manually entered by way of a pop up. |
| AV18 | Software Calculated | The number of pending dividends. This is the value returned by the first instance of the special function NPendingEvents. |
| AV19 | Manually Entered by way of a Pop Up | The dividend per share of stock. This data is manually entered by way of a pop up. |
| AV20 | Software Calculated | The number of shares of the underlying stock. This is the sum of all the values in Column M for which the corresponding entry in Column G is “Stock” |
| AV21 | Software Calculated | The cash per pending dividend. Cell AV21 is equal to Cell AV19 \* AV20, where \* indicates multiplication. |
| AV22 | Software Calculated | The total cash from all pending dividend. The value Cell AV22 is equal to Cell AV21 \* AV18, where \* indicates multiplication. |
| AJ32 through AJ33 | Fixed | Text as noted in the example spreadsheet. |
| AN32 | Software Calculated | Cash from pending dividends. This is either a repeat of Cell AV22, if the value in Cell AV32 is not zero or a negative number, or is blank if the value in Cell AV22 is zero or a negative number. |
| AN33 | Software Calculated | Cash from pending dividends. This is either a repeat of Cell AV34, if the value in Cell AV34 is not zero or a negative number, or is blank if the value in Cell AV34 is zero or a negative number. |
| AI34 through AI38 | Fixed | Text as noted in the example spreadsheet. |
| AN36 | Software Calculated | The number of days from the date of the initial investment to the end of position date Cell AN36 is equal to the number of days between the date in Cell AN 4 and the date in Cell AN5, plus 1. |
| AN35 | Software Calculated | The profit or loss from the date of the initial investment to the end of position date. Cell AN35 is equal to the sum of all the data in Column AN, including Cells AN31, AN32, and AN33. |
| AP35 | Software Calculated | The profit or loss from the date of the initial investment to the end of position date. Cell AP35 is a copy of Cell AN35. |
| AG34 | Software Calculated | The sum of all the data in Column AG. |
| AN34 | Software Calculated | The time weighted average investment to the end of position date. Cell AN34 is equal to Cell AG34 divided by Cell AN36. |
| AN37 | Software Calculated | The yield to the end of position date based on the time weighted average investment to the end of position date. Cell AN37 is equal to (Cell AN35 \* 100) divided by Cell AN34, where \* indicates multiplication. |
| AN38 | Software Calculated | The annualized yield to the end of the position. Cell AB38 is equal to (Cell AN37 \* 365) divided by Cell AN36, where \* indicates multiplication. |
| AV25 | Software Calculated | The “StartDate” for the second instance of the special function NPendingEvents which was previously developed. This is a repeat of Cell AU8 |
| AV26 | Software Calculated | The “EndDate” for the second instance of the special function NPendingEvents. This is a repeat of Cell AU10. |
| AV27 | Software Calculated | The “FirstDate” for the second instance of the special function NPendingEvents. This date is the latest date in Column J for which the corresponding entry in Column G is “Call”. If there are no entries in Column G which are “Call”, then Cell AV17 will be blank. |
| AV28 | Software Calculated | The “Today’sDate” for the second instance of the special function NPendingEvents. This is a repeat of Cell AU9. |
| AV29 | Manually Entered by way of a Pop Up | The “Period” for the second instance of the special function NPendingEvents, either “M” or “Q”. This data is manually entered by way of a pop up. |
| AV30 | Software Calculated | The number of pending call option rolls. This is the value returned by the second instance of the special function NPendingEvents |
| AV31 | Manually Entered by way of a Pop Up | The estimated number of pending rolls. This data is manually entered by way of a pop up. |
| AV32 | Software Calculated | The number of shares of the underlying stock. This is a repeat of Cell AV20. |
| AV33 | Software Calculated | The cash per pending roll. Cell AV33 is equal to Cell AV31 \* AV32, where \* indicates multiplication. |
| AV34 | Software Calculated | The total cash from all pending rolls. Cell AV34 is equal to Cell AV33 \* AV30, where \* indicates multiplication. |
| AW9 | Software Calculated | The profit or loss to today. This is a repeat of Cell AB35. |
| AW10 | Software Calculated | The profit or loss to the end of position date This is a repeat of Cell AB35. |
| AX8 | Software Calculated | The estimated change in profit between today and the end of position date. Cell AX8 is equal to Cell AW10 minus Cell AW9. |
| AY9 | Software Calculated | The number of days from the date of the initial investment to today. This is a repeat of Cell AB36. |
| AY10 | Software Calculated | The number of days from the date of the initial investment to the end of position date. This is a repeat of Cell AN36. |
| AZ8 | Software Calculated | The number of days from today to the end of position date. Cell AZ8 is equal to Cell AY10 minus Cell AY9. |
| BA8 | Software Calculated | The estimated profit over the next 30 days. Cell BA8 is equal to Cell AX8 \* (30 divided by Cell AX8). |
| AX21 | Software Calculated | The previously developed but untested graph. Note: The previous graph was developed based on the need for a manual button to display and/or update the graph. The updating of the graph must now be automatic. |

**SEQUENCE No. 5. - FINAL SPREADSHEET DEPENDENT DATA AND CALCULATIONS**

Final spreadsheet data is entered and final spreadsheet calculations are made after all data is entered and after all calculations are made for all positions. This information is described in Table 5, below.

| TABLE 5  FINAL SPREADSHEET DATA AND CALCULATIONS | | |
| --- | --- | --- |
| CELL NUMBER | Type of Data | FUNCTION  Note: All data is center justified unless noted otherwise. |
| AC378, AD378,  AP378, and BA378 | Fixed | Text as noted in the example spreadsheet. Note: The location of these cells are dynamic, and these cells will always be located 3 rows below the |
| AC379 | Software Calculated | The sum of all numeric data in Column AC.   * Note 1: Any text data in Column AC will be ignored. * Note 2: The location of this cell is dynamic. It will always be located one row below Cell AC378. |
| AD379 | Software Calculated | The sum of all numeric data in Column AD.   * Note 1: Any text data in Column AD will be ignored. * Note 2: The location of this cell is dynamic. It will always be located one row below Cell AD378. |
| AP379 | Software Calculated | The sum of all numeric data in Column AP.   * Note 1: Any text data in Column AP will be ignored. * Note 2: The location of this cell is dynamic. It will always be located one row below Cell AP378. |
| BA379 | Software Calculated | The sum of all numeric data in Column BA.   * Note 1: Any text data in Column BA will be ignored. * Note 2: The location of this cell is dynamic. It will always be located one row below Cell AC378. |

**SPREADSHEET AND POP UP SCREENS**

As noted above, the spreadsheet is always open, and will display numerous blocks of data called Positions. Each position will have numerous rows of data, where each row is called an Entry. Positions may be added, modified, closed, deleted, or restored, and Entries may be added or modified (but never deleted). These tasks are accomplished by means of clicking on various buttons located on the spreadsheet. Clicking on any button will result in one or more pop up screens being displayed, and all required spreadsheet data will be entered via the appropriate pop up screen.

Pop up screens may be positioned anywhere over the spreadsheet, and both the spreadsheet and any open pop up screen may be independently displayed on the main computer screen or an external monitor (provided that Windows Multiple Displays are enabled). Further, both the spreadsheet and any open pop up screen may be scaled, minimized, or maximized.

**SYSTEM STARTUP**

At Startup, the system will display the existing spreadsheet, along with all existing Positions, the buttons at Cells F2, J2, and N2, and the cells shown at in the example spreadsheet at positions B4, C4, AC3, AP3, AD3, AC378, AC379, AD378, AD379, AP378, AP379, BA378, and BA379. As noted above, the actual position of the cells in the example spreadsheet at positions AC378 through BA379 are dynamically located, and will always be below the bottom of the bottommost position.

**SYSTEM SHUTDOWN**

The system will always keep a backup copy of the latest spreadsheet, made prior to any revisions which may be in progress so that, in the event of a system shutdown while a spreadsheet is being modified, the latest unmodified version of the spreadsheet will open when the computer is next powered up.

**SPREADSHEET END PROGRAM BUTTON.**

Clicking on the spreadsheet “END PROGRAM” button will result in the system shutting down. System shutdown will be as noted above.

**SPREADSHEET ADD NEW POSITION BUTTON.**

Clicking on the spreadsheet “ADD NEW POSITION” button will result in the following:

* The system will generate an Add New Position pop up screen. The Add New Position pop up screen will include the following:
  + The title “ADD NEW POSITION” in large bold upper case letters.
  + Text boxes and prompts to add the following data.
    - The position name. For Example: “FORD -1”.
    - The underlying stock name. For Example: “Ford”.
    - The underlying stock symbol. For Example: “F”.
  + A “CANCEL” button. Depressing this button will cause the system to exit the ADD NEW POSITION pop up screen without making any changes.
  + An “ADD POSITION” Button. This button will be grayed out until data is added to each of the above text boxes. Depressing this button will cause the system to save the data in the text boxed, and to exit the ADD NEW POSITION pop up screen.
* The system will display the new position below the bottommost existing position.
* The system will populate the new position with all the data shown in Table 2, above.

**SPREADSHEET RESTORE POSITION BUTTON.**

Clicking on the spreadsheet “RESTORE POSITION” button will result in the following:

* The system will generate a Restore Position pop up screen. The Restore Position pop up screen will include the following:
  + The title “RESTORE POSITION” in large bold upper case letters.
  + A list box, with scroll bars if necessary, listing the names of all positions which were previously deleted. This list box will be used to select the name of the position to be restored.
  + A “CANCEL” button. Depressing this button will cause the system to exit the RESTORE POSITION pop up screen without making any changes.
  + A “RESTORE POSITION” Button. This button will be grayed out until the name of the position to be restored has been selected. Depressing this button will cause the system to save the name of the position to be restored, and to exit the RERSTORE POSITION pop up screen.
* The system will restore the deleted position, and will place the restored position on the spreadsheet directly below the bottommost existing position.

**POSITION SPECIFIC DELETE POSITION BUTTON.**

Clicking on the “DELETE POSITION” button located within the position which is to be deleted will result in the following:

* The system will generate a Delete Position pop up screen. The Delete Position pop up screen will include the following:
  + The title “DELETE POSITION” in large bold upper case letters.
  + The name of the position to be deleted.
  + A “CANCEL” button. Depressing this button will cause the system to exit the DELETE POSITION pop up screen without making any changes.
  + A “DELETE POSITION” Button. Depressing this button will cause the system to save the name of the position to be deleted, and to exit the DELETE POSITION pop up screen.
* The system will save the deleted position, and all associated data for future restoration.
* The system will remove the deleted position from the spreadsheet, and will re-locate all positions which were located below the deleted position accordingly.

**POSITION SPECIFIC CLOSE POSITION BUTTON.**

Clicking on the “CLOSE POSITION” button located within the position which is to be closed will result in the following:

* The system will generate a CLOSE Position pop up screen. The CLOSE Position pop up screen will include the following:
  + The title “CLOSE POSITION” in large bold upper case letters.
  + The name of the position to be closed.
  + A “CANCEL” button. Depressing this button will cause the system to exit the CLOSE POSITION pop up screen without making any changes.
  + A “CLOSE POSITION” Button. Depressing this button will cause the system to save the following data:
    - The name of the position to be closed (Cell F4 of the example spreadsheet minus the text “ TO TODAY”).
    - The Initial Investment Date for the position to be closed (Cell AB4 of the example spreadsheet.)
    - The Profit (or Loss) to Today for the position to be closed, (Cell AD35 of the example spreadsheet),

and to exit the CLOSE POSITION pop up screen.

* The system will remove the closed position from the spreadsheet, and will replace it with a new table, as depicted in the example spreadsheet at Cells F273 through AB274, and with a new cell, also as depicted in the sample spreadsheet at Cell AD274.
* The system will populate the new table and new cell with data as noted in Table 5, below.

| TABLE 5.  CLOSED POSITION DATA | | |
| --- | --- | --- |
| CELL NUMBER | Type of Data | FUNCTION  Note: All data is center justified unless noted otherwise. |
| F273 | Software Calculated | The name of the position which was closed, followed by the text “ CLOSED” |
| Z273 and Z274 | Fixed | Text as noted in the example spreadsheet. |
| AB273 | Software Calculated | The Initial Investment Date, from the position that was closed. |
| AB274 | Software Calculated | The date at which the position was closed. |
| AD274 | Software Calculated | The profit (or Loss) to Today, from the position that was closed. |

* The system will re-locate all positions which were located below the deleted position accordingly.

**POSITION SPECIFIC MODIFY BUTTON.**

Clicking on the “MODIFY” button located within the position which is to be modified will result in the following:

* The system will generate a temporary backup copy of the position, including all position related data.
* The system will generate a MODIFY POSITION pop up screen. The MODIFY POSITION pop up screen will include the following:
  + The title “MODIFY POSITION” in large bold upper case letters.
  + The name of the position to be modified.
  + An option button control. This control will be used to select one of the following three actions:
    - Add an Entry.
    - Modify an Entry.
    - Delete an Entry.
    - If the “Add an Entry” Option is selected, the system will add the following to the MODIFY POSITION pop up screen:
      * An option button control. Titled “TYPE OF SECURITY” This control will be used to select one of three types of securities, or “Dividend”, as follows:
        + Stock.
        + Call.
        + Put.
        + Dividend
      * If the “Stock” option is selected, then the system will generate text boxes and prompts to add the following data:
        + Stock Symbol.
        + Price.
        + Quantity.
      * If the “Call” or “Put” option is selected, then the system will generate the following:
        + An option button control titled “Opening Action”. This control will be used to select one of the following two opening actions:

Buy

Sell

* + - * + Text boxes and prompts to add the following data.

Underlying Stock Symbol

Expiration Date

Strike

Quantity

Price

* + - * If the “Dividend” option is selected, then the system will generate a text box with prompts to add the dividend per share.
    - If the “Modify an Entry” Option is selected, the system will add the following to the MODIFY POSITION pop up screen:
      * An option button control, with scroll bars if necessary, to allow the operator to select one row from a table of n rows x 8 columns, where n is the number of existing entries, and the 8 columns are the data corresponding to columns F, G, I, J, K, L, M, and N for each entry. Once the operator selects a row, the system will then display all the applicable controls listed above for the “Add an Entry” option, except that the controls will be fully populated with data, based on the entry selected. These controls will then be used to modify entry specific data.
    - If the “Delete an Entry” Option is selected, the system will add the following to the MODIFY POSITION pop up screen:
      * An option button control, with scroll bars if necessary, to allow the operator to select one row from a table of n rows x 8 columns, where n is the number of existing entries, and the 8 columns are the data corresponding to columns F, G, I, J, K, L, M, and N for each entry.
  + The MODIFY POSITION popup screen will also include a “CANCEL” button. Depressing this button will cause the system to exit the MODIFY POSITION pop up screen without making any changes.
  + The MODIFY POSITION popup screen will also include a “MODIFICATIONS COMPLETE” button. This button will be grayed out until all the operator entries necessary to add an entry, modify an entry, or delete an entry, as applicable are complete. Depressing this button will cause the system to exit the MODIFY POSITION pop up screen, and to either add the entry to the position, modify the entry within the position, or delete the entry from the position, as applicable.
  + Note the following:
    - If an entry has been added, then the system will place the entry below the bottommost existing entry.
    - If an entry has been deleted, then the system will remove the row corresponding to the deleted entry, and then move all entries which were below the deleted entry up one row.
    - Once the entry has been added, deleted, or modified, then the system will re-calculate all data for the position, as specified above.
    - Once the entry has been added, deleted, or modified, then the system will delete the previously generated temporary back up copy of the entry, and the system will exit the MODIFY POSITION pop up screen.