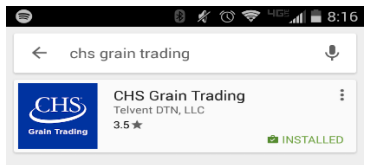


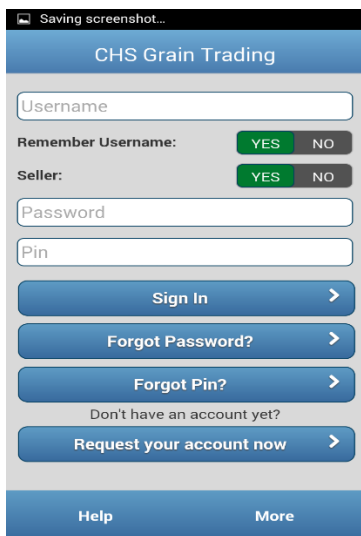
# CHS App Initial Login Guide

## For iOS and Android

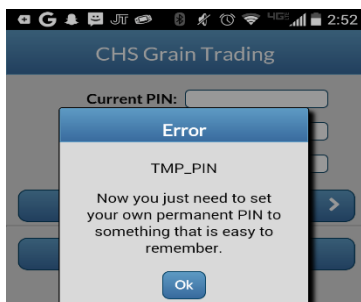
1. Be sure the correct app is downloaded from the App store;  
It should be the CHS blue & white text logo



2. Type in the Username, temporary Password, and temporary PIN that were emailed to you by DTN. It may be in your Junk folder.
3. The Username, Password, and PIN are case sensitive



4. Tap 'Ok' on the error message to create a Permanent PIN



5. Enter your Current (temporary) PIN
6. Enter a new 6 character PIN (The new PIN must be exactly six characters – no more, no less)

7. Re-enter your New PIN (If notified your new PIN already exists, choose a different PIN)
8. Tap Change PIN



9. You will now need to change your temporary Password
10. Enter your Current (temporary) Password
11. Enter a New Password
12. Re-enter your New Password (If notified your new Password already exists, choose a different Password)
13. Tap Change Password



14. You will now need to set answers to any 3 security questions
15. Tap Save

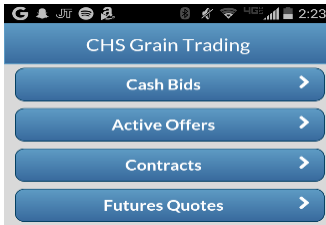


16. You are now ready to begin using the CHS Grain Trading app
17. View your app at least once every 3 days to eliminate having to login again.
18. Tap the HELP button for further assistance.

# CHS App User Guide

## For iOS and Android

1. To make an offer, first tap the Cash Bids Button from the Main Menu



2. From the Cash Bids screen, tap the Delivery Period you want to place an offer for

The screenshot shows the 'Cash Bids' screen for 'Elevator 1, Corn'. It displays a table with columns for Delivery, Cash, Basis, and Change.

Delivery	Cash	Basis	Change
2-29-2016	\$3.35	-0.20	-1'0"
3-31-2016	\$3.40	-0.20	-1'0"

3. From the Make Offer screen, select Offer Type, enter the Quantity and Price of your target offer

The screenshot shows the 'Make Offer' screen for 'Elevator 1'. The form includes fields for Offer Type (Cash), Quantity (5000), Cash Bid (\$3.3450), Offer Price (3.5), Contract / Sym (Mar16 / @C6H), Delivery Method (Deliver (DEL)), and Offer Expire Date / Time (2-29-2016, 3:00 PM). There are 'Back', 'Cancel', and 'Next' buttons at the bottom.

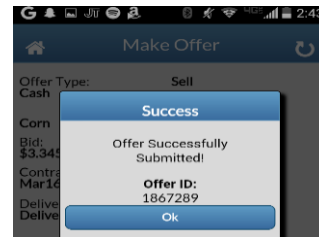
4. After you verify everything is correct, tap the Next button in the lower right hand corner.
5. Tap Yes to agree to the agribusiness's Terms and Conditions and then tap Next

The screenshot shows the 'Make Offer' screen with a confirmation dialog box: 'Have you read, understood, and are in agreement in the terms, conditions, and fees described above?'. There are 'YES' and 'NO' buttons, and 'Back', 'Cancel', and 'Next' buttons at the bottom.

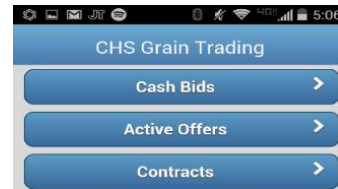
6. Confirm all the information for your offer is correct and tap Create Offer to submit offer

The screenshot shows the 'Make Offer' screen with the 'Create Offer' button at the bottom. The offer details are: Offer Type: Sell, Cash, Corn, QTY (bu): 5000, Bid: \$3.3450, Offer Price: \$3.5000, Contract / Sym: Mar16 / @C6H, Delivery Method: Deliver (DEL), and Spot Expire Date: 3-31-2016.

7. You then will get a message stating that your offer was successfully submitted



8. From the Main Menu, view your Active Offers & Contracts by tapping their button



9. From the Offers page you can make Adjustments to your Offers by tapping on the Offer.

The screenshot shows the 'Offers' page with a table of offers. The offer details are: Offer ID: 1867289, Type: C, Price: \$3.50, Delivery: Spot, Sym: @C6H, To Hit: \$0.16.

Qty.	Type	Price	Sym	To Hit
5000	C	\$3.50	@C6H	\$0.16

\*Offer Status - O=Open, AC=Acknowledge, C=Counter, PW=Pending Withdraw, PX=Pending Cancel

10. From the Contracts page you can view the Contracts you have with the agribusiness

The screenshot shows the 'Contracts' page with a table of contracts. The contract details are: Offer ID: 1867289, Type: C, Price: \$3.50, Delivery: Spot, Sym: @C6H, Loc: Elevator 1.

Qty.	Type	Price	Sym	Loc
5000	C	\$3.50	@C6H	Elevator 1

DTN Portal Customer Service contact information:  
**Phone: 1-800-311-1516**  
**Email: [portalsupport@dtm.com](mailto:portalsupport@dtm.com)**