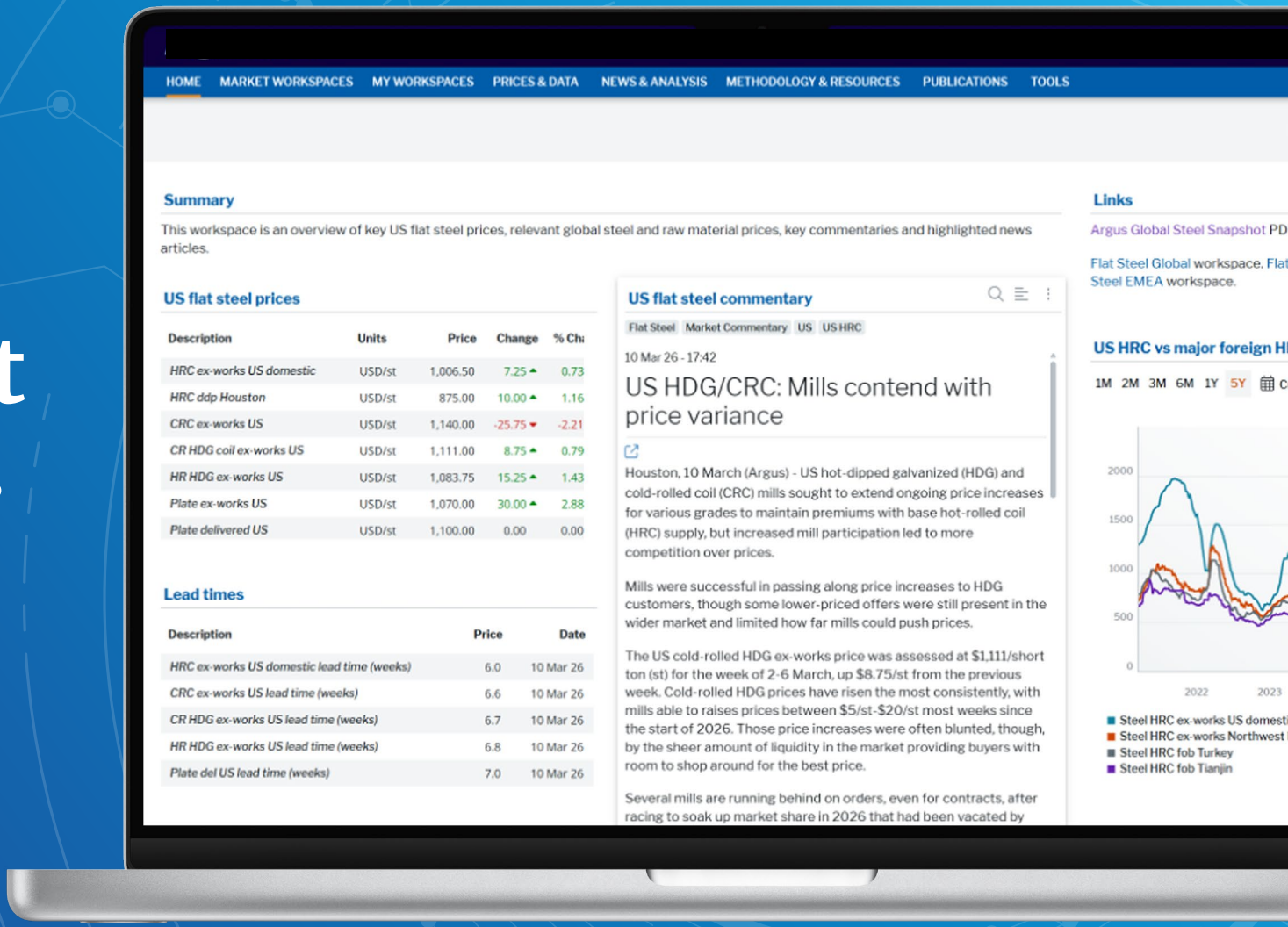
Argus Direct

User Manual, Metals



argus
argusmedia.com

Contents

Logging in 3

Home screen 4

Setting up your **home page** 4

Overview of Argus Direct 5

Accessing your product content 6

Intro to **Market Workspaces** 6

Modifying a **Market Workspace** 7

Customizing your workspace 8

Intro to My Workspaces (custom dashboards) 8

Using **Widgets** to add content to your workspace 9

Editing **Widgets** 10

Working with Prices in My Workspaces 11

Set up a custom table of prices (custom price reports) 11

Calculate averages 14

Access historic prices 15

Exporting price data 16

Creating a price chart 17

Use **Formulas** to create a custom price calculation 19

Add notes to a workspace 20

Working with News in My Workspaces 21

Set up a custom news feed 21

Sharing your workspace 22

Exploring all Argus Prices & Data 23

Find any Argus price by category 23

Find details about a specific price 24

Find corrections on prices 25

Find supplemental **Downloads** from Argus 26

Download a publication 27

Setting up pushed content from Argus (alerts) 28

Setting up price alerts 28

Receive Workspace updates by email (**Market Briefings**) 29

Setting up Keyword Alerts 30

Setting up Article Alerts 31

Using the Alloy Calculator 32

Using AI to Search Argus News

see the Ask Argus User Guide

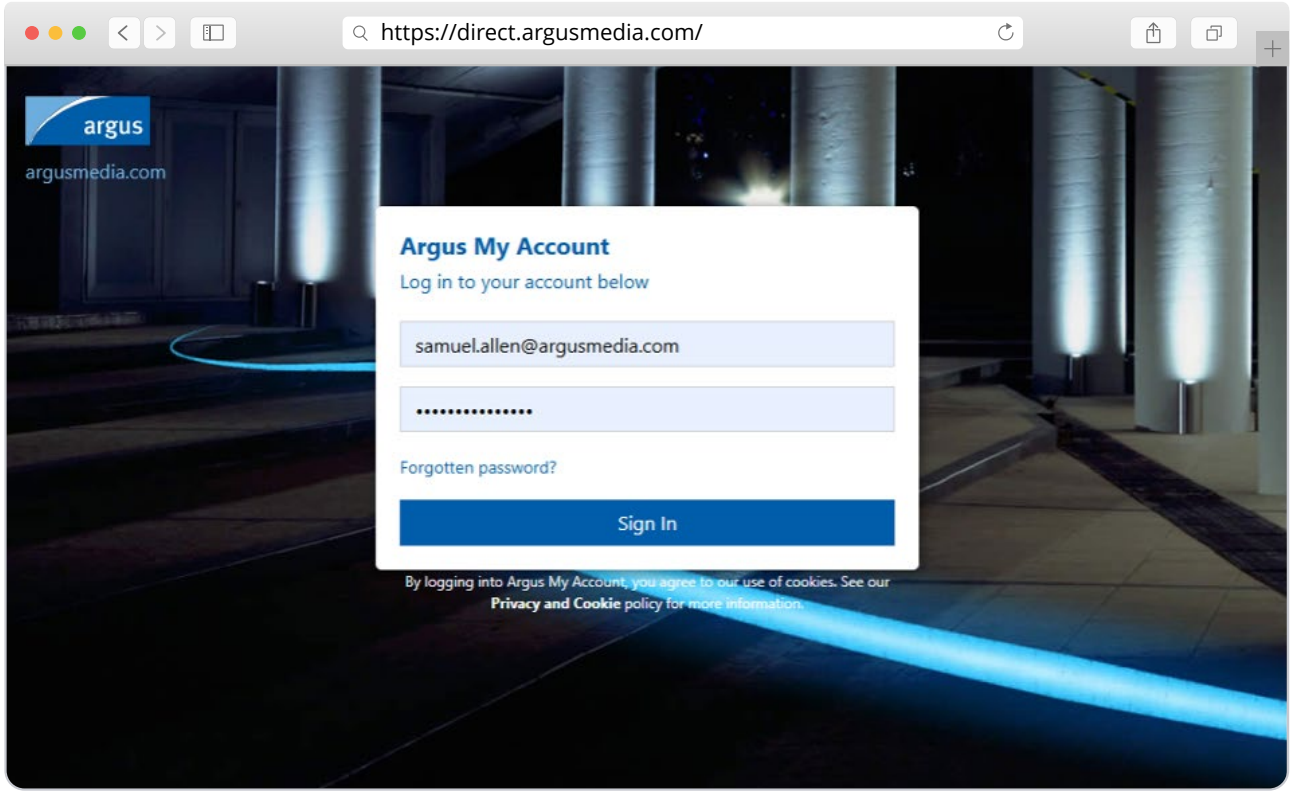
Exchange Data

see the Argus Exchange Data User Guide

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Logging in



Open the Argus Direct platform by navigating to **https://direct.argusmedia.com/**

Enter your email address and password and select 'Sign in'

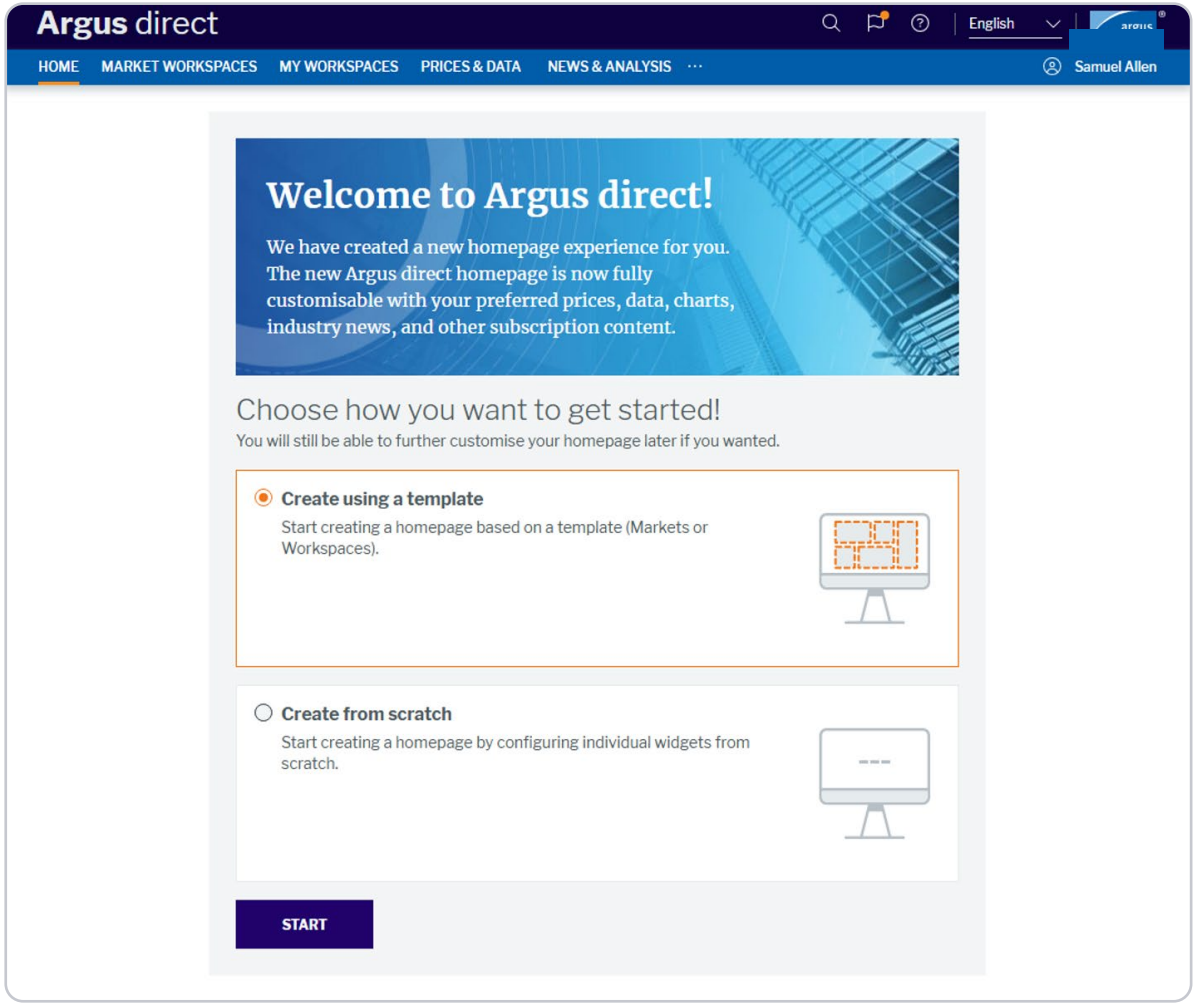
Having trouble logging in? We are here to help! **support@argusmedia.com**

Tip

Clients who previously used the Argus Metals Platform can use the same username and password to log into Argus Direct.

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Setting up your home page



Your homepage can be customized to include the information most important to you. This includes prices, news, charts and more. Choose from the following easy methods to set up your home page.

- **Create using template**
  Start by using a template from the library of Market Workspaces (pre-built screens from Argus editors). You can modify the template to your specific preferences.
- **Create from scratch**
  Build your own homepage. Instructions for creating your custom content can be found in the My Workspaces (*link*) section of this document.

After you have set up your home page, this will be your entry point to Argus Direct each time you log in and can be modified further as needed.

Tip

Set up a home screen for your team and share it so your colleagues have the same view when they log in! Use the text box to add your department name and company logo.

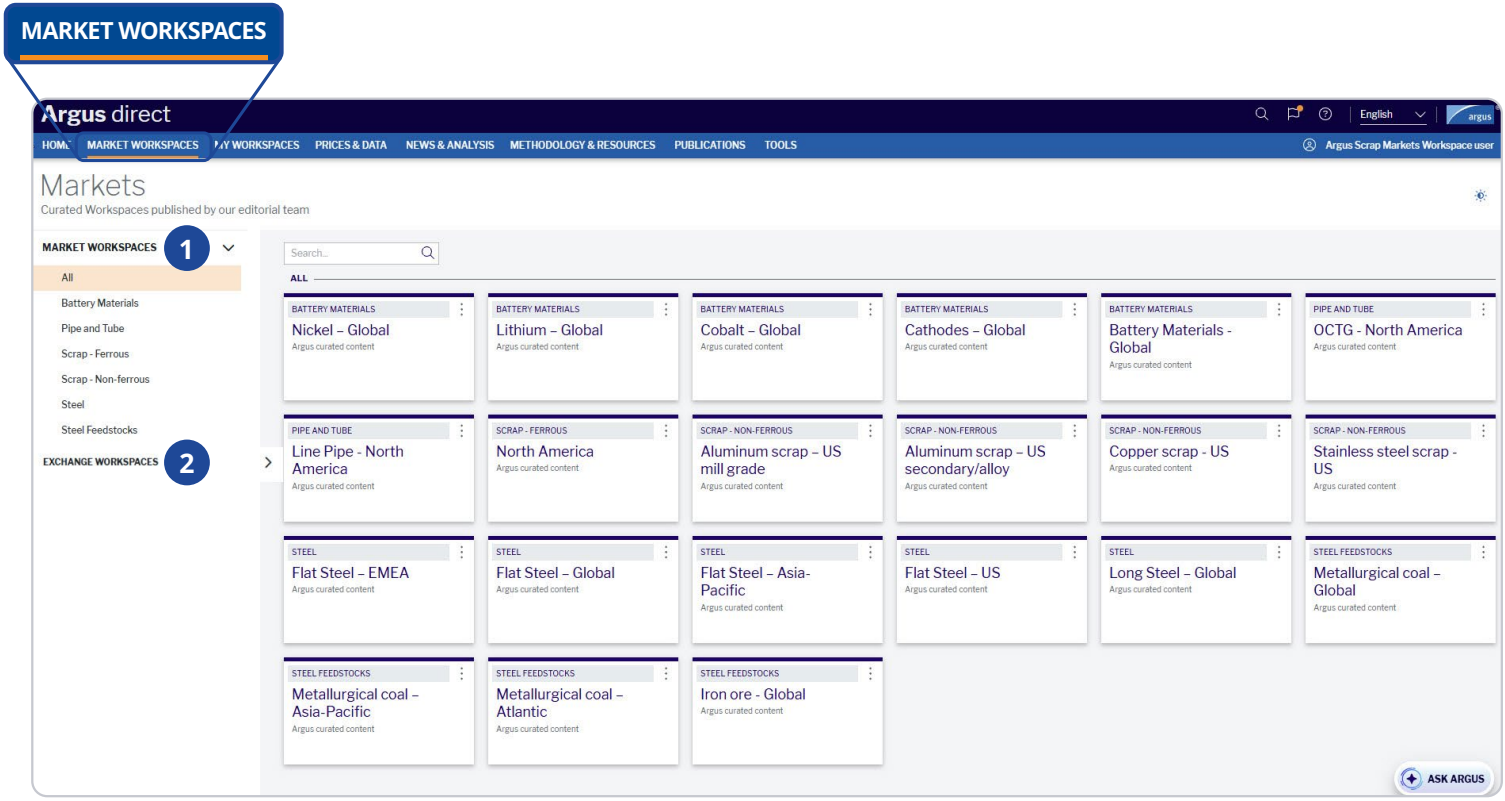
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Overview of Argus Direct



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Intro to Market Workspaces



The main path to accessing Argus content is through Market Workspaces.

Market workspaces provide a list of prebuilt dashboards containing Argus prices, charts, news and more for each product you are subscribed to.

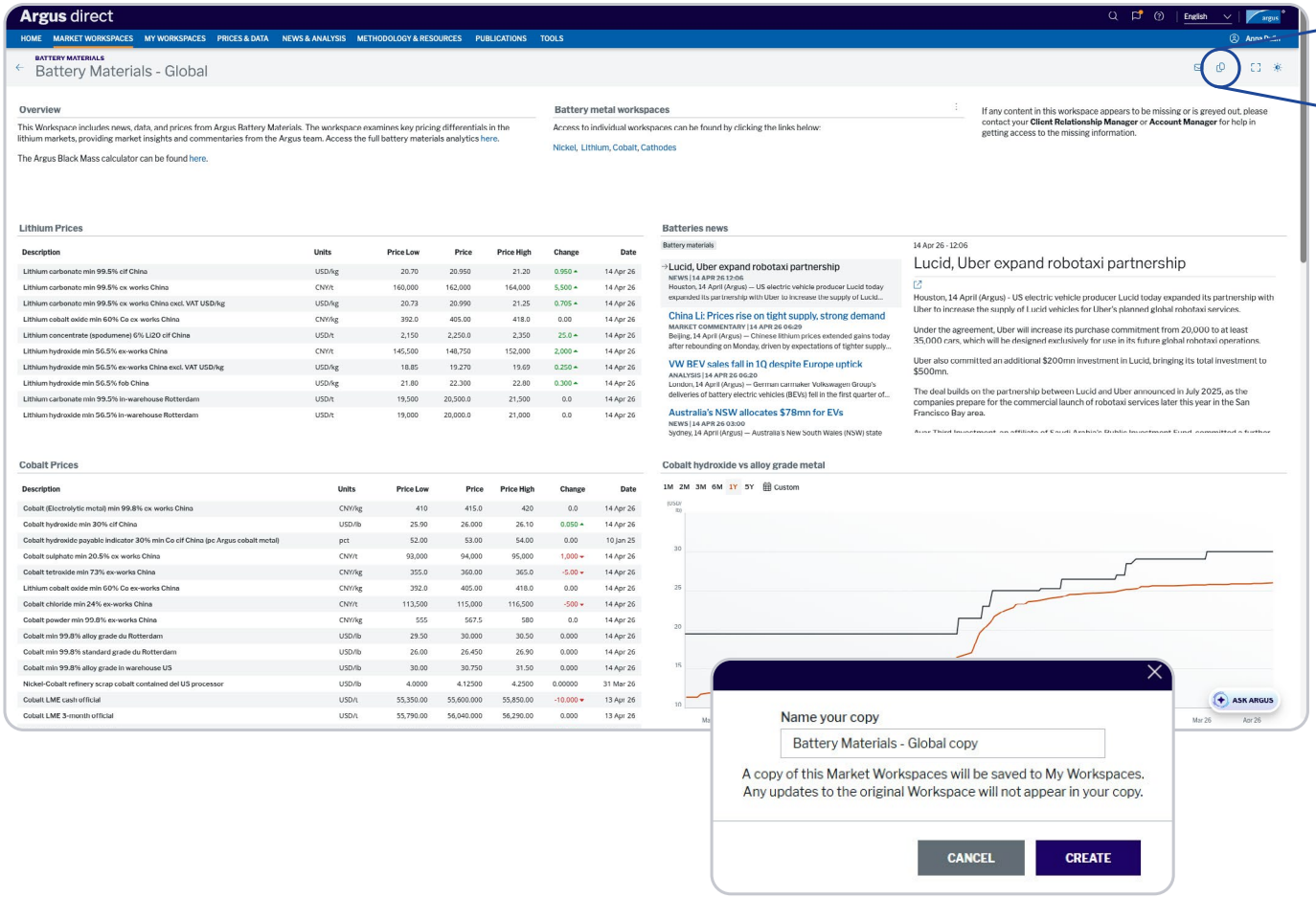
(1) A searchable list containing the Argus categories of content to which you are licensed appears in the left section of Market Workspaces navigation. **(2)** Exchange data feed screens appear under the Exchange Data heading.

Tip

The reports that were previously in the Exchange tab on the metals platform have been rebuilt as Market Workspaces and can be found in the Exchange Data navigation (please refer to the separate user guide on Exchange Data).

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Modifying a Market Workspace





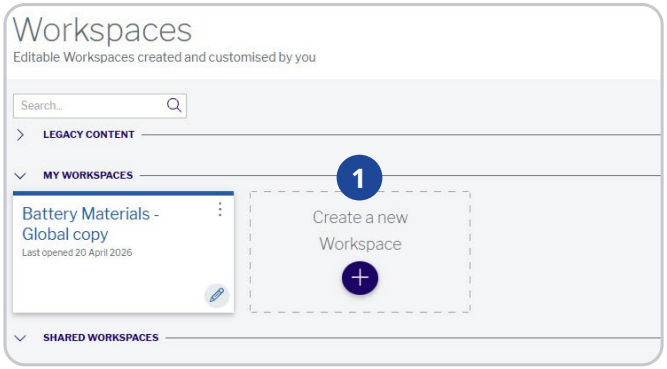
These dashboards cannot be edited, but you can copy them into ‘My workspaces’. **(1)** Select ‘Copy’, and the dashboard will automatically be created in ‘My workspaces’ which can then be edited.

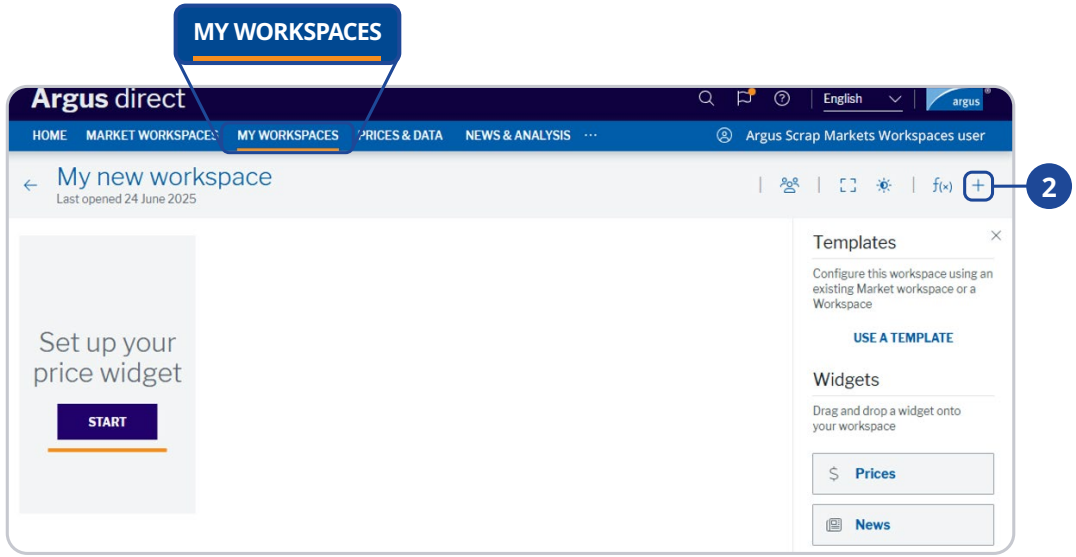
Tip

After you rename and save your copy of the Market Workspace, it will automatically open in My Workspaces where you can edit or share it with other Argus users.

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Intro to My Workspaces (custom dashboards)





My Workspaces is your personal library of custom dashboards. **(1)** To create a new workspace, select 'Create a new Workspace'.

Within a workspace, you can add widgets which deliver content including prices, news, charts and more.

(2) To add a widget, select the '+' icon, and then drag and drop the widget to the desired location.

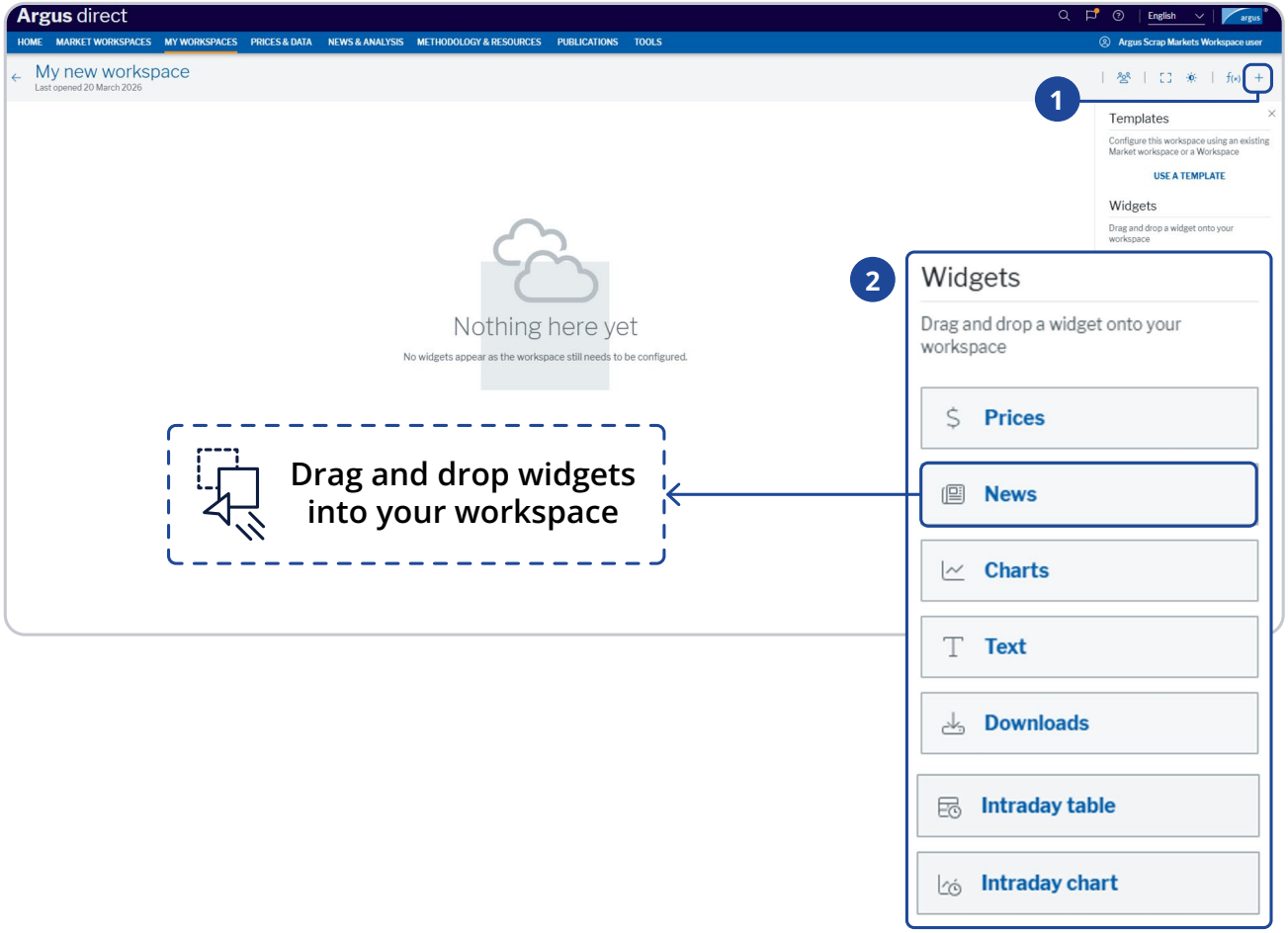
Workspaces that you create will appear under My Workspaces as tiles that you can name to organize the different views of the market that you set up. These can be shared with any other Argus user in your company so that you can have a unified team view of Argus content.

Tip

The Workspaces that you create and own are in the tiles under My Workspaces, any that were shared with you and owned by another user, appear under the Shared Workspaces heading

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Using Widgets to add content



(1) Access your widgets drawer by clicking on the + sign in the My Workspaces header.

(2) Widget Drawer

- **Price Widget** – Configure tables of Argus price data, access to historical prices and exporting to Excel.
- **News Widget** - Create a customized news feed of specific markets of coverage from Argus.
- **Charts Widget** – Create charts of Argus prices with added flexibility on configuration.
- **Text Widget** – Make notes to yourself or your colleagues, add links to external resources, or save important extracts of Argus content.
- **Downloads** – Quick access to the latest raw data sets from Argus.
- **Intraday Widget** – Price tables of ticking exchange data that allow you set up custom feed screens (requires access to Exchange Data).
- **Intraday Chart** – Provides a live trending view of exchange markets (requires access to Exchange data).

Tip

As Argus develops new widget types, they will automatically be added to your widget drawer.

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Editing Widgets



Copy to Clipboard activates this paste icon in your My Workspaces menu bar.



Tip

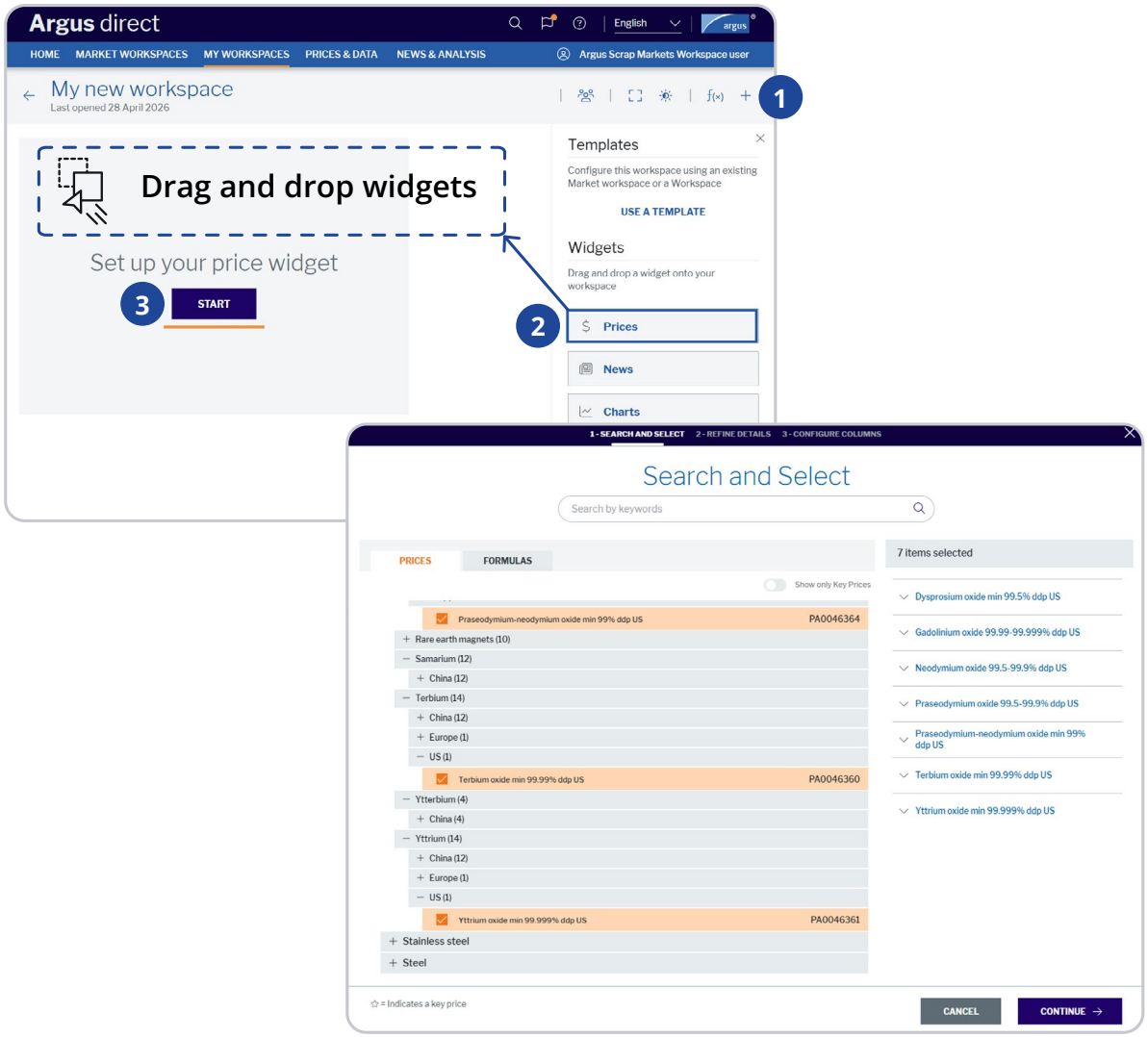
You can copy any widget from our pre-defined Market workspaces

You can edit widgets within My Workspaces in a variety of ways to provide a quick path to further customizations. **(1)** Each of these options begins by clicking on the 3 dots in the header of any widget to display a menu:

- **Rename** - Select Rename to activate the text field on the title of the widget.
- **Hide Title** – To create a more unified workspace, you may decide you do not need separate titles for every widget. Hide title removes the heading and you can always toggle back by selecting Show Title.
- **Edit** – This activates the widget set up journey so you can add, modify or delete the contents of any widget at any point.
- **Duplicate** – This creates an exact copy of the widget and adds it to an available spot in the same workspace so that you can easily edit one version while retaining the original.
- **(2) Copy to Clipboard** – allows you to copy and paste a widget into a different workspace.
- **Delete** – Delete removes the widget from your workspace and automatically repositions the surrounding widgets to fill the gap.

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Set up a new table of prices (Price Widget): Step 1 of 3



(1) Access your widgets drawer by clicking on the + sign

(2) Drag and drop the Price Widget from your Widgets Drawer into an empty area of a Workspace from your My Workspaces library.

(3) Click on Start within the widget to begin the 3-step process for setting up your price table.

Search and Select

You can either type in a keyword to find your prices by search or use the taxonomy of prices to select the prices you want to include in your table.

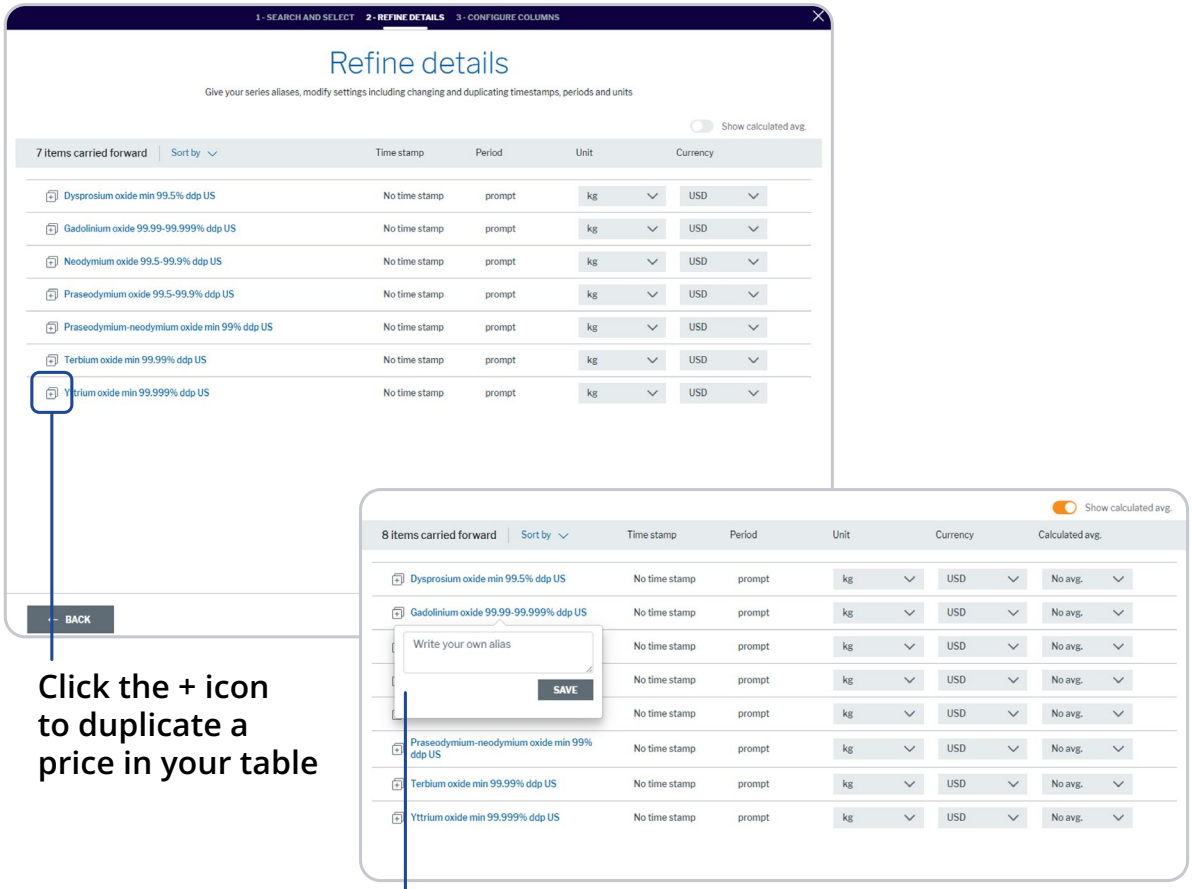
The list of prices that will appear in your table will appear on the right. Hover over the price and click the “x” that appears to remove a price from the list.

Tip

Organize your prices into separate widgets that you might want to view or export as a group for easier management. Set up tables of prices by contract, metal, region, supplier, manufactured product or other commonality.

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Set up a new table of prices (Price Widget): Step 2 of 3



Click the + icon to duplicate a price in your table

Change the name of your price here

Refine Details

On the refine details screen you can manage several things in your price widget:

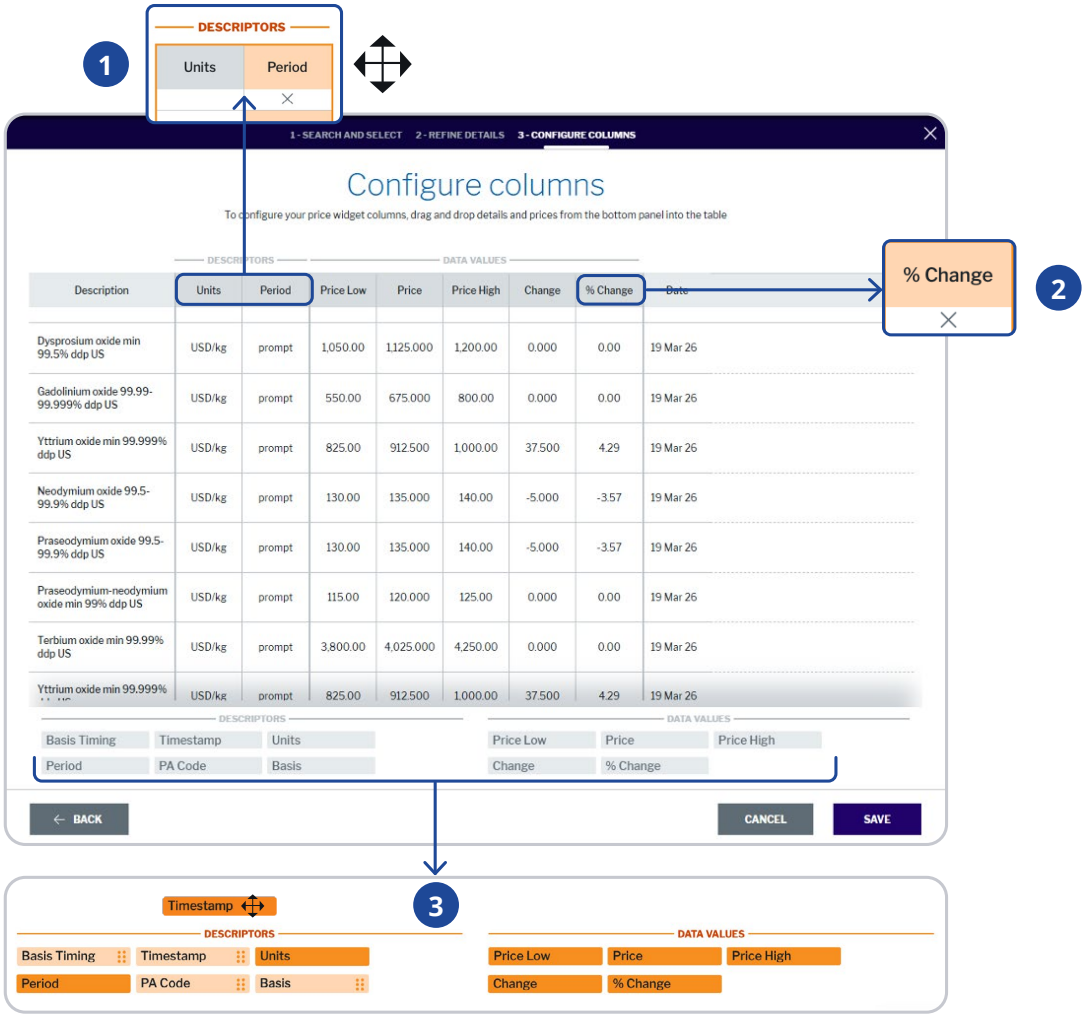
1. Duplicate the price to show the same price with currency conversions applied.
2. Adjust the unit of measure that is most appropriate for you for each price.
3. Display a variety of averages alongside the most recent price assessment *(click to see Calculate Averages on Argus Prices)*.
4. Change the order of prices by hovering to the left of an item until the drag dots appear, then drag the item to the desired location in the table.
5. Change the name of a price by hovering over it until the pen icon appears and type an alias in the dialogue box.
6. Sort the prices alphabetically in your table.
7. Remove prices you no longer want to include by clicking the “x” that appears in the far right column upon hover.

Tip

When you change the name of a price using the alias feature, the price will appear *italicized* in your price table.

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Set up a new table of prices (Price Widget): Step 3 of 3



Configure columns

On the configure columns screen you can define the order and appearance of the columns in your price table:

- **(1)** Reorder the columns by dragging them within their sections (descriptors and data values). The Descriptors columns must remain adjacent to the Description as they work together to provide clarity on what is being displayed in the data values column.
- **(2)** Remove columns you don't need by clicking the "x" that appears upon hover beneath the column heading.
- **(3)** Add additional columns that Argus suggests by default by clicking and dragging them up from the field below the table.
- Save.

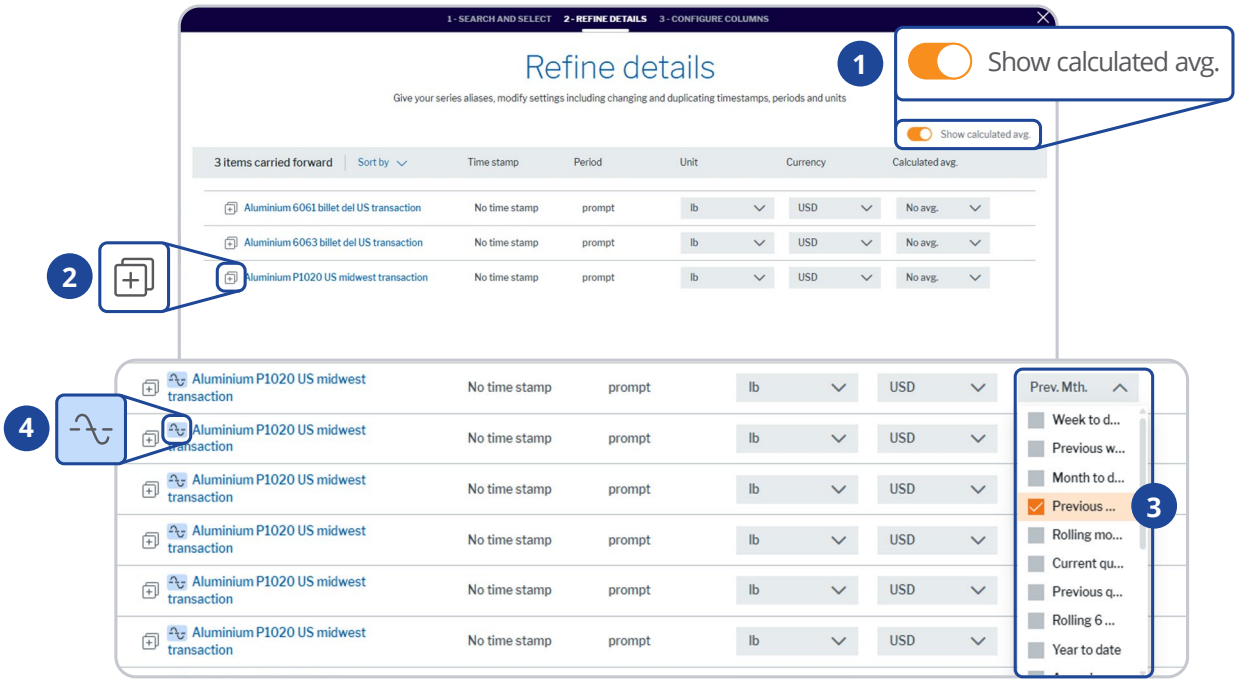
Note – the Description column and Date column are required fields in a price table.

Tip

Hovering on the descriptor section or data values section in your table will highlight the remaining column headings you can add to your price table.

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Calculate averages



Calculate monthly averages as well as a variety of other types of averages on any Argus price.

On the Refine details screen, **(1)** toggle on Show calculated avg. **(2)** Click on the duplicate icon to **(3)** add one or more average calculations to your widget. The selected averages will automatically be added to your price table.

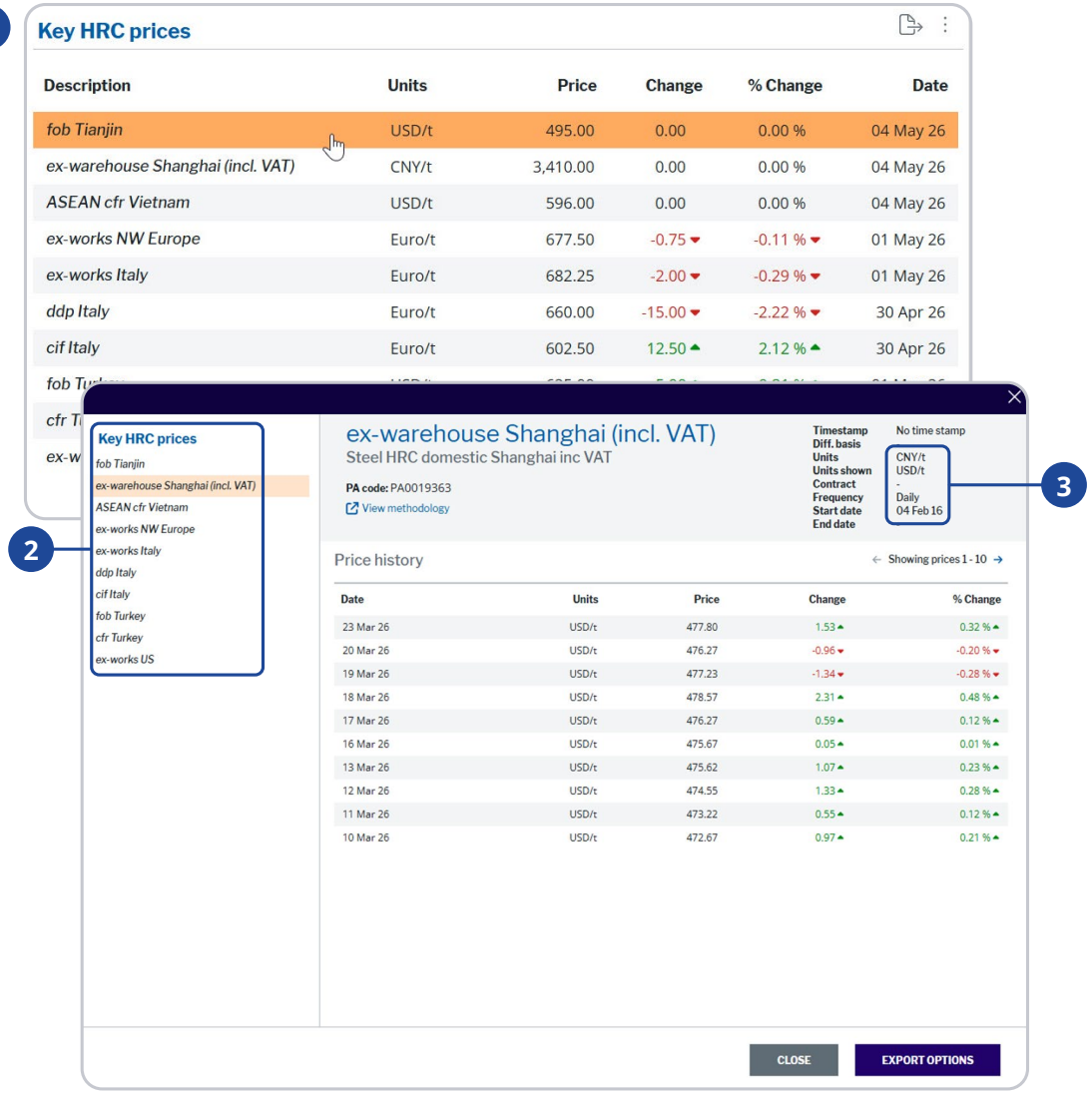
(4) A new icon will appear next to each price that is a calculated average to differentiate it from an Argus assessed price.

Tip

You can rename your price to include a description of your average calculation on each row for clarity if you include several calculations in your table.

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Access historic price data (Price Widget)



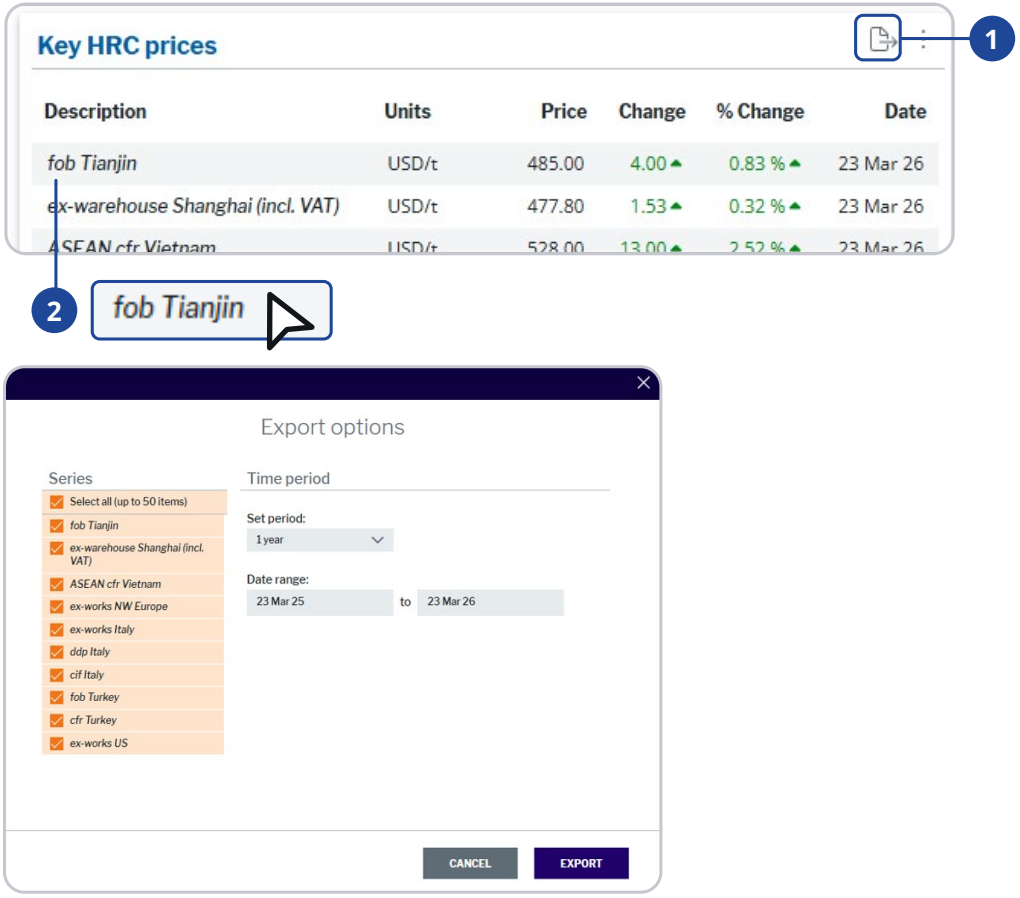
(1) Clicking on the name of any price in a price widget will launch the historic price modal window.

Here you can page through historic prices for each price in your table. **(2)** Click through the list of prices on the left window of the modal to view another price's historic performance.

(3) Meta details about a price can also be found in the upper right including how much historic data is available on a price in our database (start date), the frequency of the Argus assessment (frequency) and the units of the original assessment vs the units you may have adjusted to in the Refine details step of setting up the table in your Price Widget.

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Export historic price data (Price Widget)



There are 2 easy options for exporting prices from a price widget:

- **(1)** From the Price Widget header, hover over the upper right corner to show the export icon. Click on the export icon to open the Export options interface.
- **(2)** From within the Price Widget, click on any price name to open the history modal window and click the Export options button in the bottom right.

  All prices in your Price Widget will default to be included in the export as indicated by the checked box. To exclude prices from export, uncheck the associated boxes.

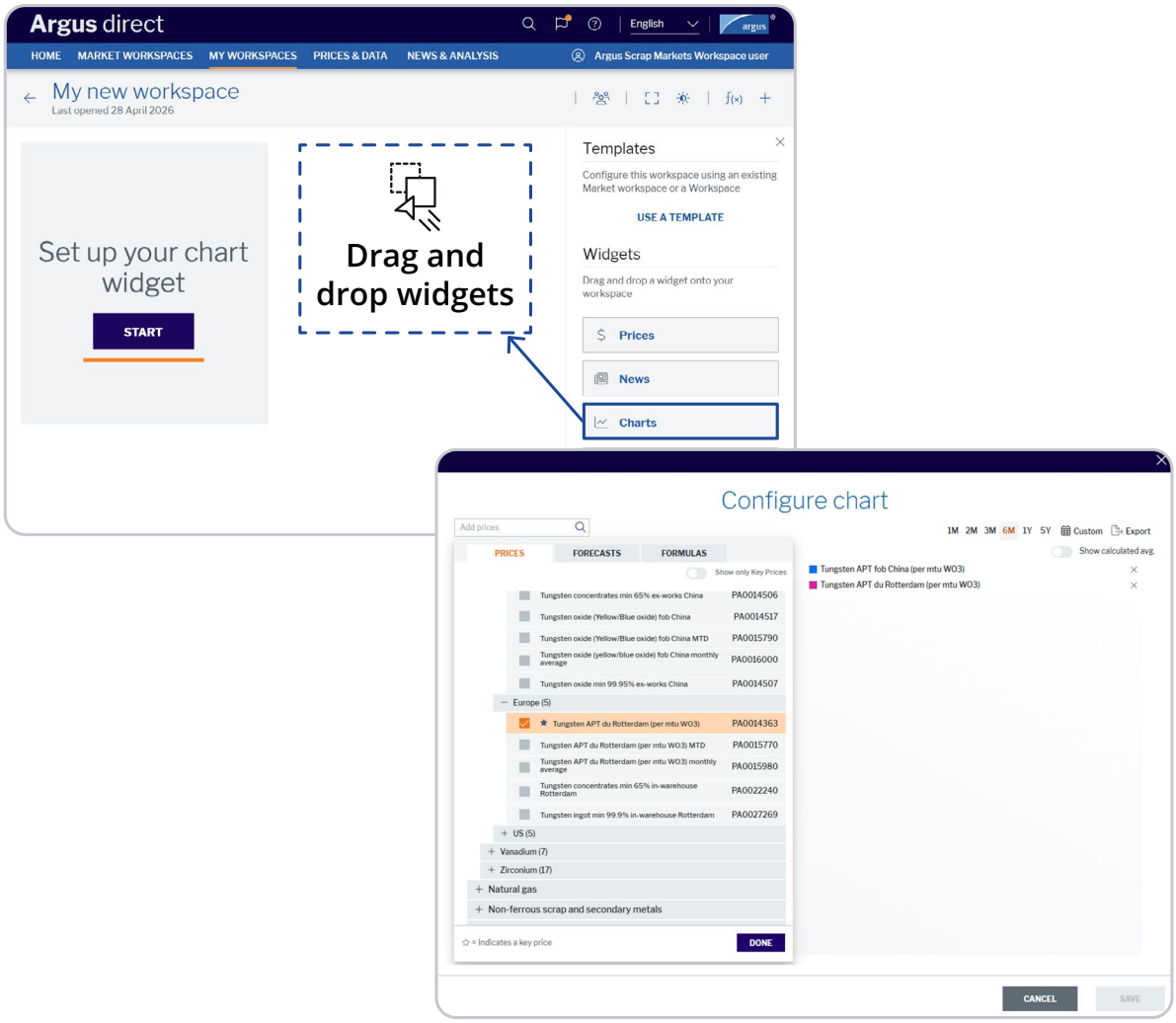
The Export options modal is the same in either path and you can quickly select either a set period or enter a specific date range for your export (up to 50 prices at a time).

Tip

If you need to regularly report on a price as an average, set up a Price Widget with the averages already calculated to easily export them here to eliminate additional excel calculations.

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Chart an Argus price (Charts Widget): Step 1



Drag and drop the Charts Widget from your Widgets Drawer into an empty area of a Workspace from your My Workspaces library.

Click on Start within the widget to create a chart.

Configure chart

You can either type in a keyword to find your prices by search or use the taxonomy of prices to select the prices you want to include in your chart. You can also chart forecast prices if you have access to Argus Outlooks or you can chart formulas you have built *(click to jump to Formulas)*.

The list of prices that will appear in your chart will appear on the right. Click the “x” that appears to the right of the price name to remove a price from the list.

Click Done to see your chart and refine it further.

Tip

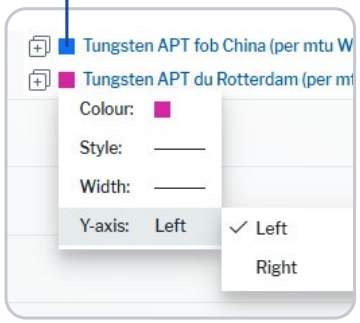
To chart a forecast price, the time span you select will define the amount of historical context on a forecast chart that will display. The forecast portion of the chart (represented as a dotted line) will always be one year forward.

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Chart an Argus price (Charts Widget): Step 2



Click to change appearance of line



Two prices can be charted as a spread



Refine chart

You can refine your chart in a variety of ways to get exactly the visual you are looking for.

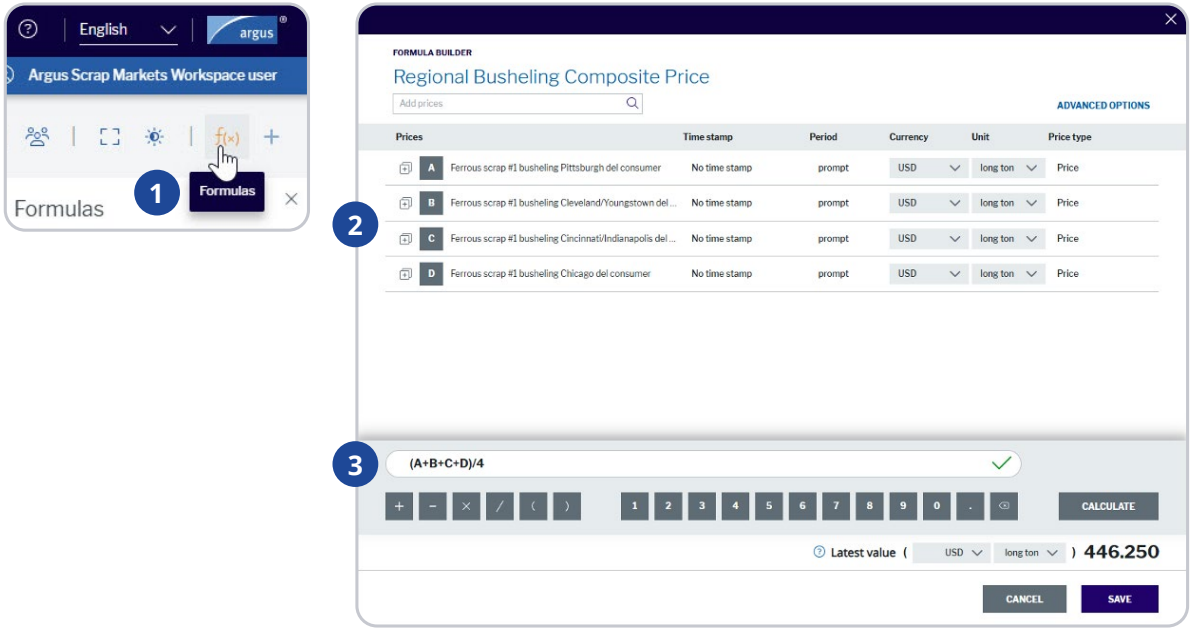
1. Duplicate the price and change the currency on one to detect the impact of exchange rates on price.
2. Change the appearance of the line color, style or width or define the axis of a price label by clicking on the color box in the legend next to the price.
3. Change the default time span for the chart by clicking on a default setting option or entering a custom date range.
4. Chart a spread between 2 prices by clicking on spread and create a trend line of the spread.
5. Rename a price to a familiar alias to create a chart in your own lingo.

Tip

The sizing of your chart can be adjusted in your workspace for maximum legibility. Just click the bottom right corner to adjust the sizing of the widget.

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Create a custom price calculation (Formulas)



Using the Formulas functionality on Argus Direct, you can create custom calculations using Argus price inputs like arbitrage, composites, discounts, premiums and other simple math equations that can be added to price widgets or charts alongside Argus price assessments.

(1) In the My Workspaces menu above the Widgets drawer, click on the Formulas icon. Click New Formula to open the interface for your custom calculation.

(2) Select the Argus prices you want to include in your formula and **(3)** add them to the calculation along with the operators for your equation.

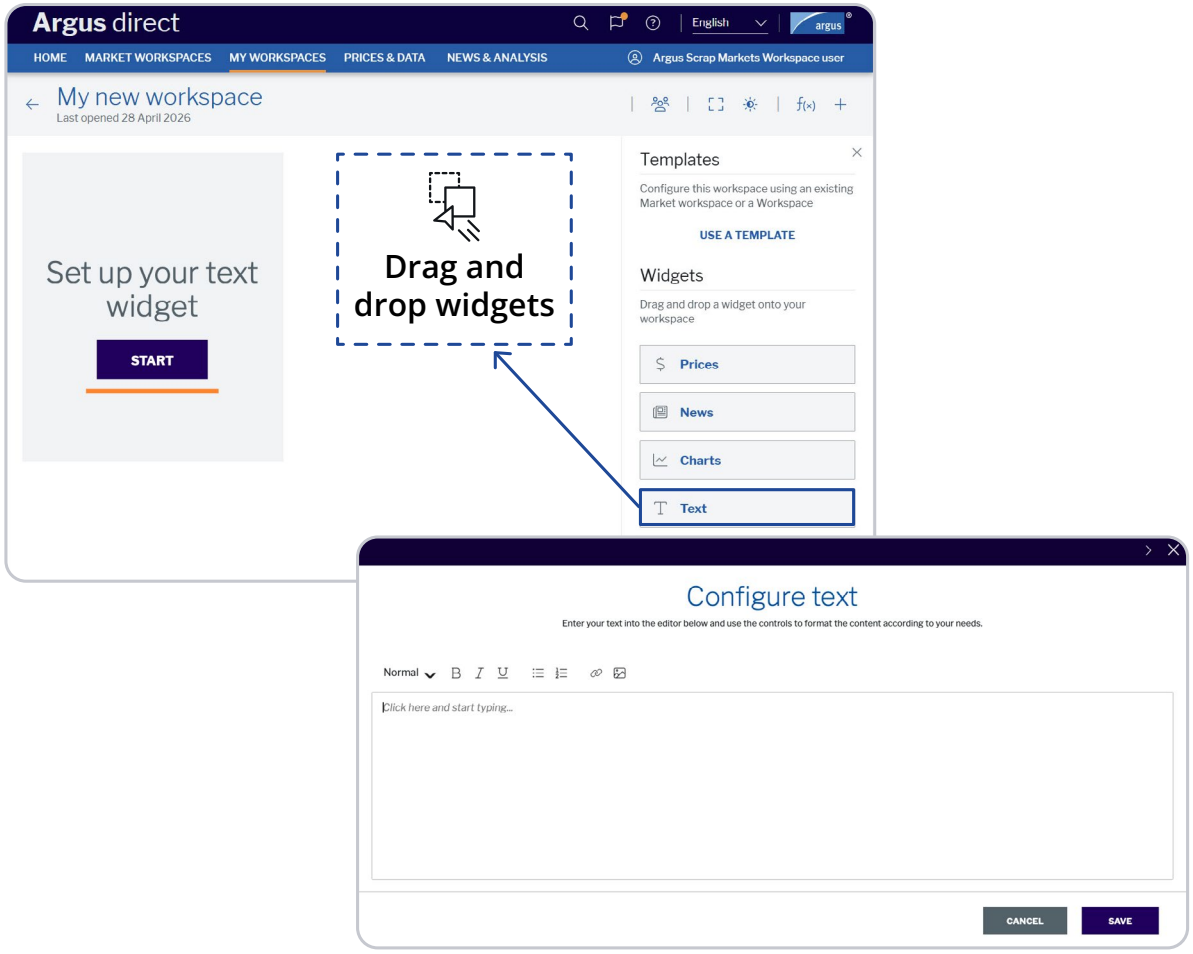
Give your formula a meaningful name (click on the title My New Formula to edit) and click calculate to sense check the math before saving.

Tip

Formulas created by Argus editors may also be found in Market Workspaces. You can copy and paste those into your own workspace to modify them.

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Add notes to your Workspace (Text Widget)



The Text widget in My Workspaces allows you to create important notes for yourself and your team that can be used for training, adding links, instructions, and reminders.

Start by dragging and dropping the Text Widget from your Widgets Drawer into an open area in your Workspace.

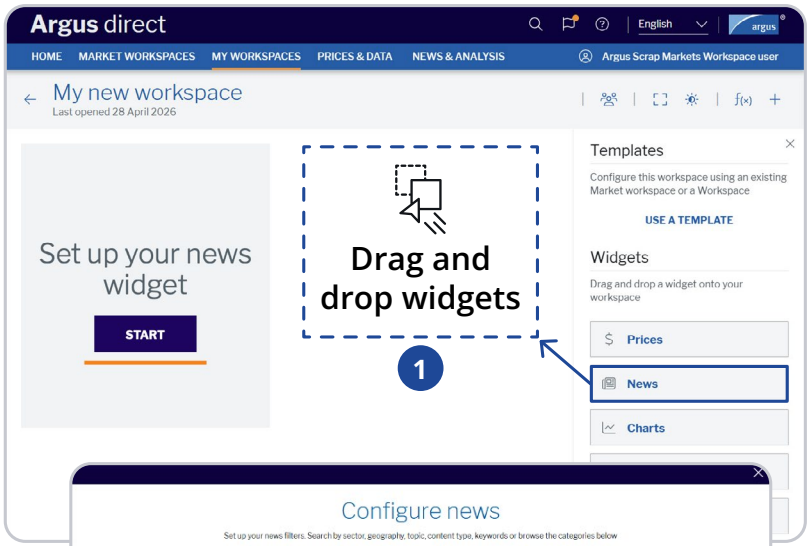
Type text, insert links, add images, create lists and perform typical text modifications to add emphasis and variety. Save.

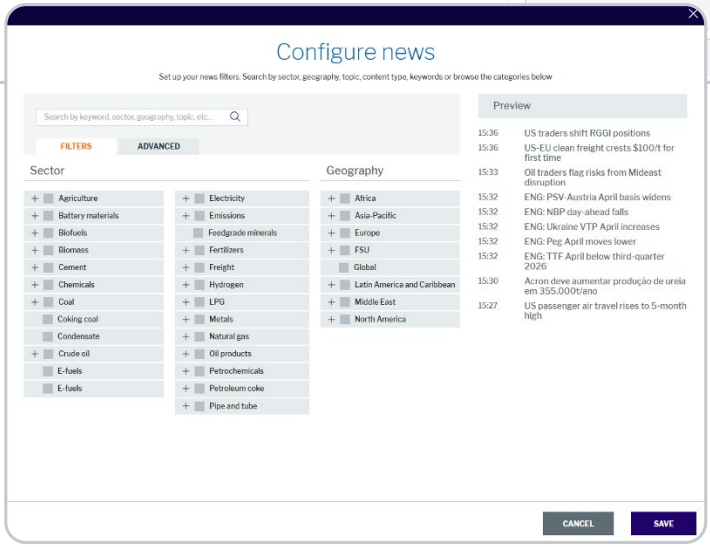
Tip

Use the Text widget to create a longer heading for a price widget by hiding the title of the price widget and placing a text widget immediately above it. You can provide specific instructions for your team on how to utilize the data in the price widget.

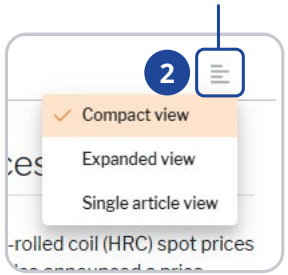
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Set up a news feed (News Widget)





You control the view of your news feed.



News widgets in My Workspaces allow you to align streams of news content with related market prices in a workspace, filter by category or region, or create custom feeds of news in the format that is most comfortable for you visually.

(1) Start by dragging and dropping the News Widget from your Widgets Drawer into an open area in your Workspace.

Configure your news widget to include the topics of interest using the sector and geography filters. You can select more than one to create a composite view of all news topics of importance to you. Save once you have completed your selections.

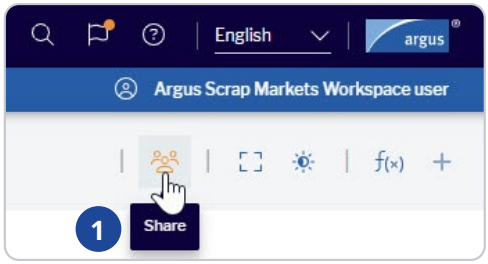
(2) Adjust the view in the header of the News Widget by clicking the paragraph icon.

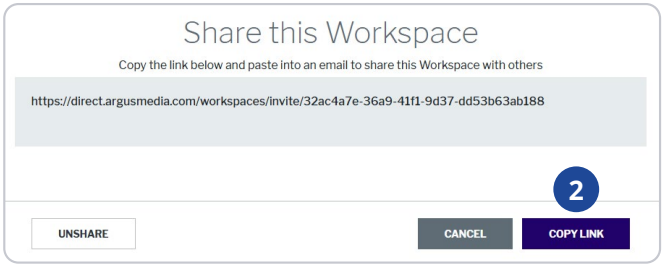
Tip

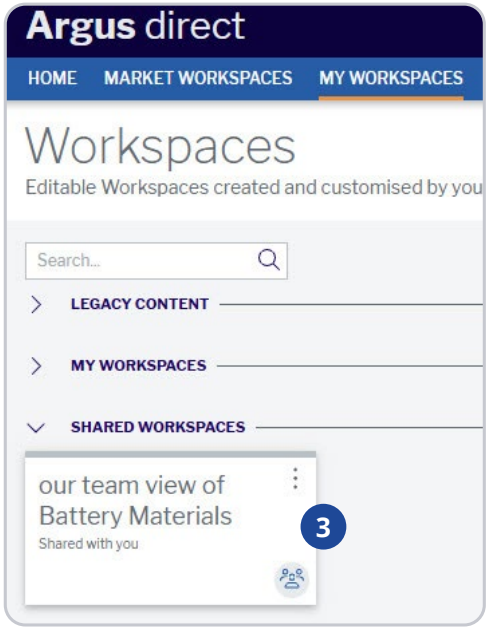
Use the preview in the Configure News modal to make sure you have not applied too many or too few filters. You should get several articles per week on most markets.

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Sharing your workspace







You can share a workspace that you create with one or more colleagues as long as they also have access to the same Argus products.

(1) Click the Share Workspace icon in the Workspaces header. **(2)** This will create a link that you can copy and paste into a message to your colleague. Only you can manage this workspace. Your colleague can view it but must make a copy of it to make any edits.

When your colleague receives the link and opens it, **(3)** the Workspace will appear in the Shared Workspaces area of My Workspaces.

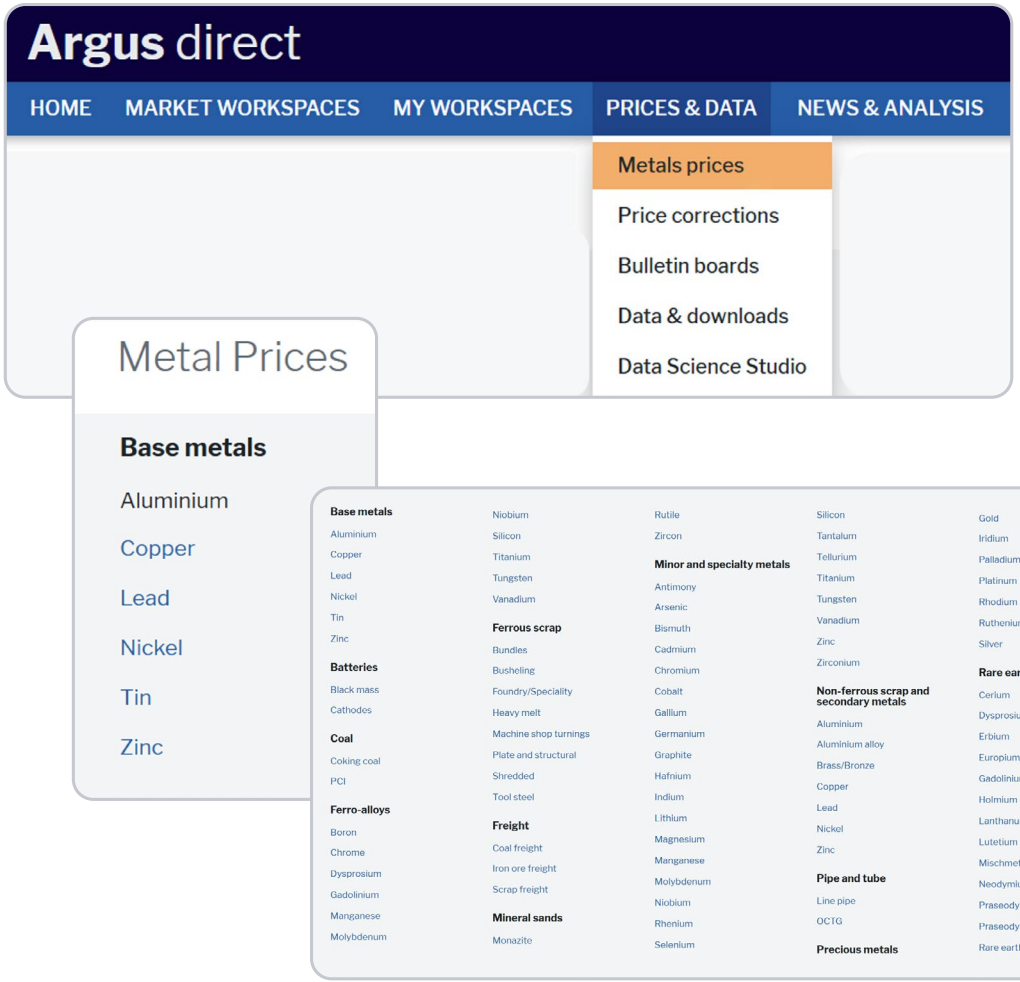
As the owner of the Workspace you can choose to unshare the workspace at any time.

Tip

Managers & dept heads can use the Share Workspace function to create a unified team view of the content you need to conduct business. Add notes or instructions for your team using the Text widget.

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Find any Argus price by category



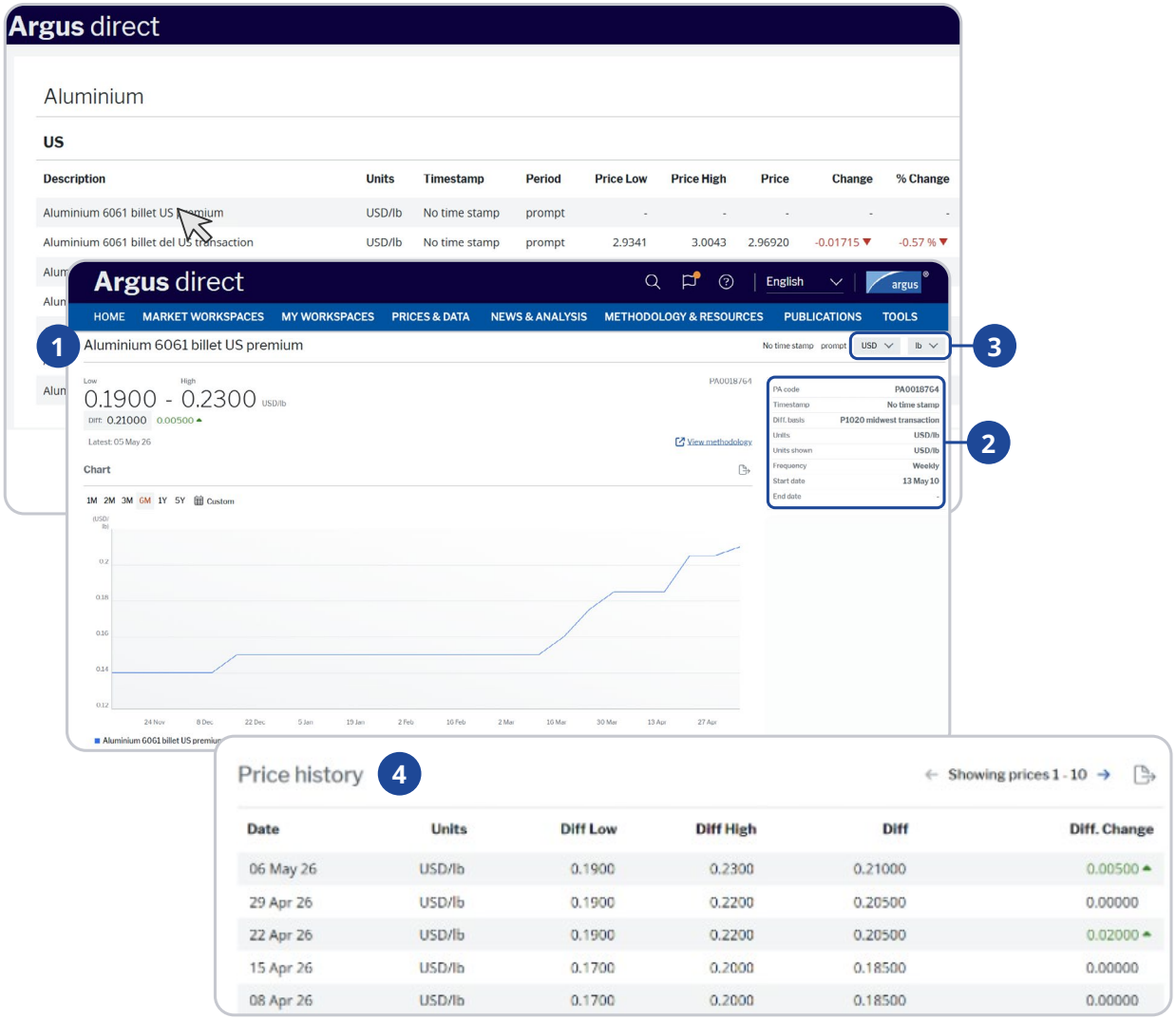
Find any price by Argus category with greater visibility and ease.

Navigate to Metals Prices under the Prices & Data section. This view displays all metals categories available within your current subscription.

Select a commodity category to view the item list and browse individual price assessments.

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Find details about a specific price



Click on an individual price to open the detailed view. **(1)**This page displays the current price, recent movement, and a chart showing price trends over time at the top of the page. **(2)** Information about the price like the length of historic data (start date) and how often its assessed (frequency) is also displayed here.

(3) You can adjust the currency or unit of measure on this price each time you visit the page (you can permanently view price in a different currency or unit of measure by setting up a price widget in My Workspaces).

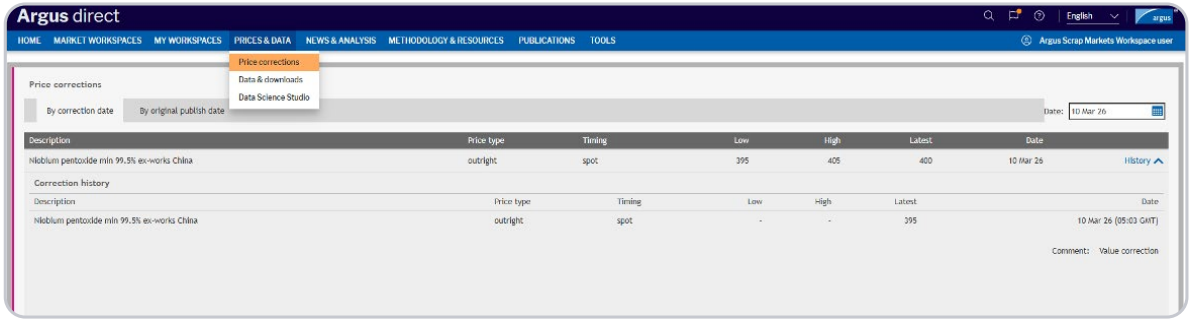
(4) A price history table is at the bottom of the page, which can be exported (to export monthly or other averages, set up a price widget of averages in My Workspaces).

Tip

Bookmark frequently viewed price pages in your browser Favorites to quickly return directly to them.

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Find corrections on prices

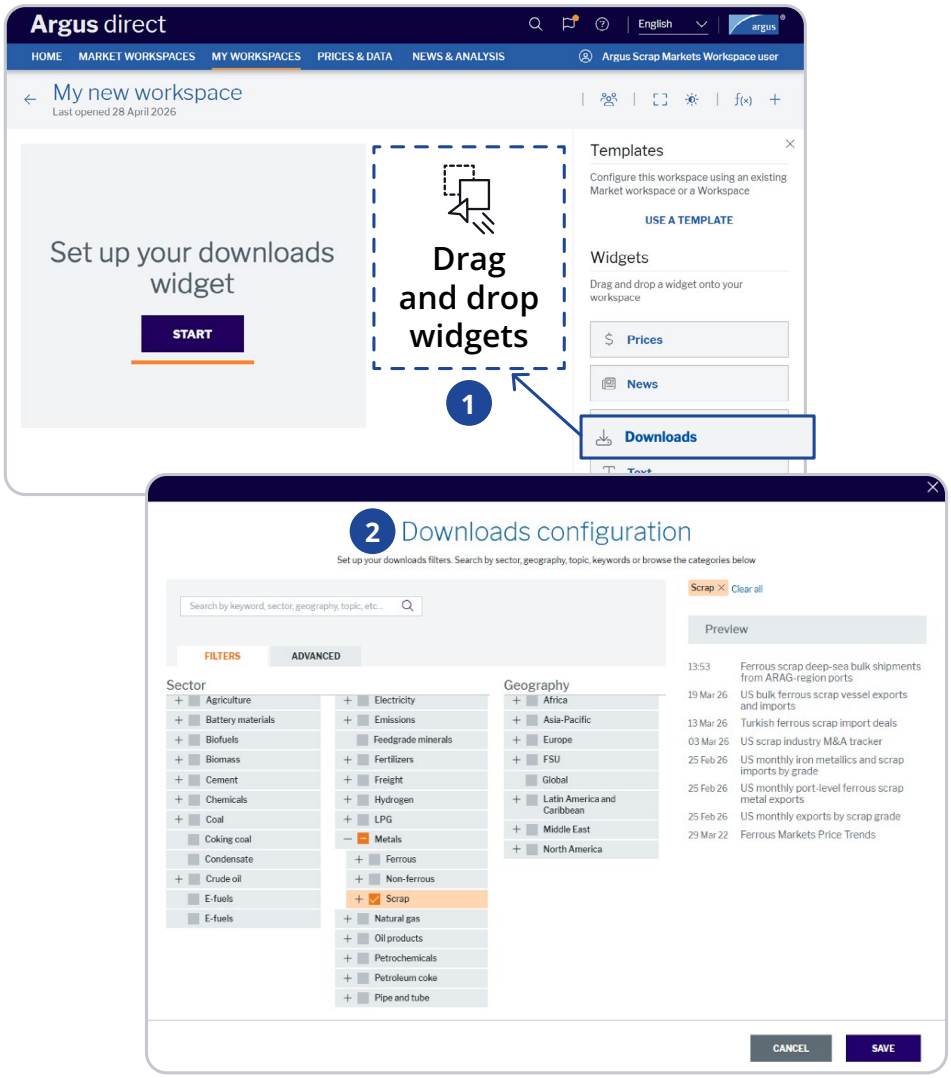


If Argus must publish a price correction, it will be listed in the Price Corrections area under Prices & Data.

You can view by correction date or original publish date.

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Find supplemental market data (Data & Downloads)



In addition to the news and pricing that Argus publishes, additional data sets may be available to clients on a variety of topics like production, capacity, supply, demand, trade, and other rich sets of raw data in Excel.

(1) Use the Downloads Widget in your Widget Drawer to add a stream of the most recent files automatically updated in your workspace.

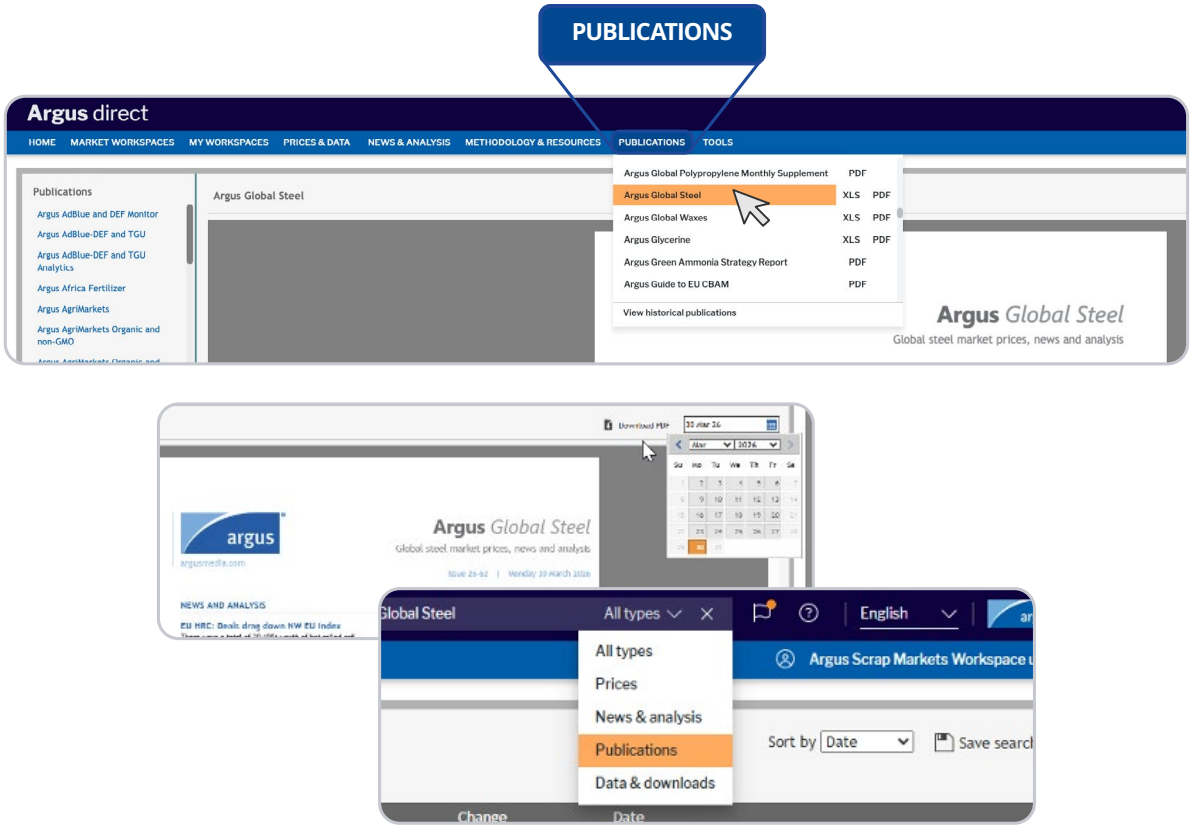
(2) Use the filters to create a set of downloads that are most relevant for each of our workspaces.

Tip

You can access data & downloads through the Menu bar as well. Navigate to Prices and Data from anywhere on the platform, select Data & Downloads and use the filters to drill down to the data file you want to download

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Download a publication



Access your publications from Argus in the Publications link from the main navigation bar.

One click on the publication name will pull up the most recent issue. You can download the PDF or click on the calendar to select the publication from the date you want.

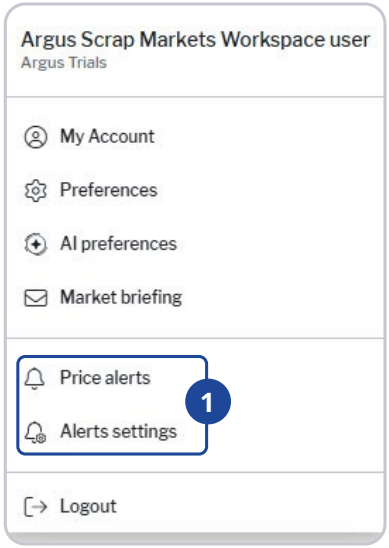
You can also use the search above the navigation in the Argus header to search by a publication name and use the filter to select publications as the content type.

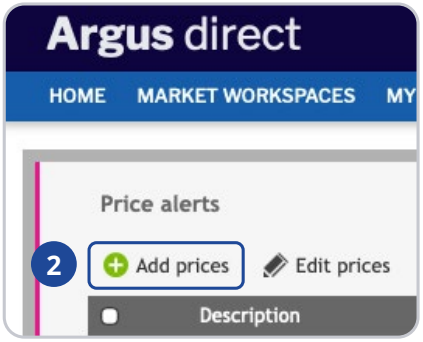
Tip

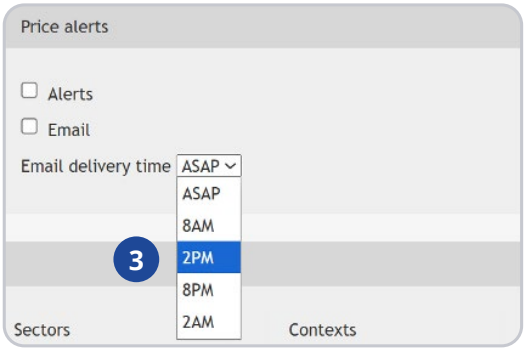
Prefer not to receive Argus publications by email? You can manage your preferences by clicking on your username in the navigation bar and choosing Alert Settings (See alerts settings for full instructions).

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Setting up price alerts







(1) To set up or manage Price Alerts, click on your username in the main navigation bar to open the account settings menu. From here, go to Price Alerts. Here you can manage the library of prices you want to be alerted on or edit existing price alerts.

(2) Click on “Add prices” to search through the Argus price library that you have access to in your subscription and select the prices for which you want to receive alerts.

Click on edit prices to change the order of prices on your list or remove them from your alerts.

(3) To activate the alerts, go to Alerts Settings in your account settings menu and check the box next to Email in the Price Alerts section. You can choose to receive alerts as soon as they are published or a consolidated digest of prices in the morning or afternoon.

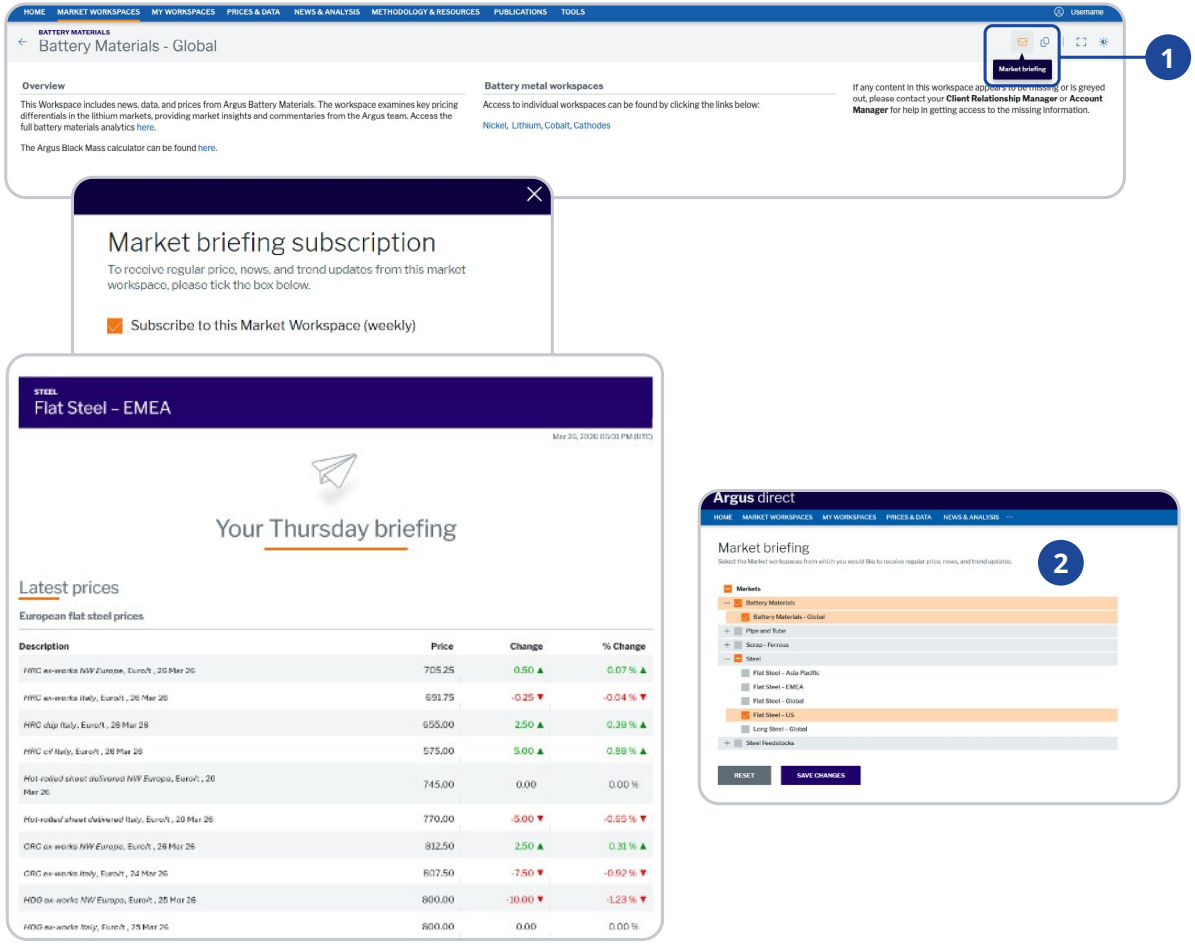
Save.

Tip

Market Briefings will allow you to receive an entire workspace by email

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Receive Workspace updates by email (Market Briefings)



Market Briefings are email updates on Market Workspaces. You can choose to receive a Market Briefing Email which can include prices, news and charts on your favorite Market. Argus editors define the content and frequency of the Market Briefings.

(1) To opt in to Market Briefings, click on the Market Briefings icon in your workspace menu (if there isn't one, then a Market Briefing is not available on that workspace).

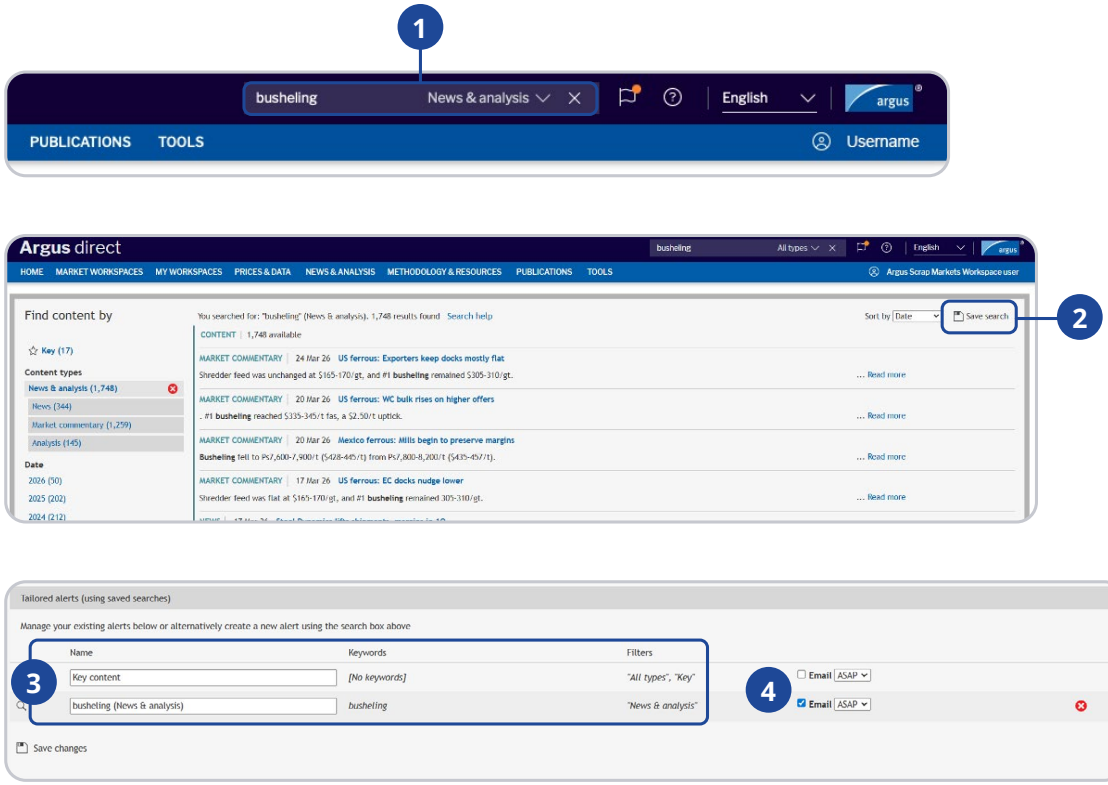
(2) You can manage existing or add new Market Briefings emails by clicking on the Market Briefing link in your account setting menu (click on your username in the header to open the menu). Here you will see all of the Market Briefings that are available to you in your subscription.

Save changes.

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Setting up pushed content from Argus (alerts)

Setting up Keyword Alerts



(1) You can set up custom alerts on Argus Direct by typing any keyword into the search box at the top of the header by the search icon.

Use the Find Content by filters on the left side of your results to refine your results. **(2)** Click on Save Search in the upper right corner of the results box.

(3) Manage your Keyword Alerts by clicking on the Alert Settings link in your account settings menu (select your username in the header). In the Tailored Alerts section, you will see your keyword and any applied filters. **(4)** Check the box next to Email to activate your Keyword Alerts.

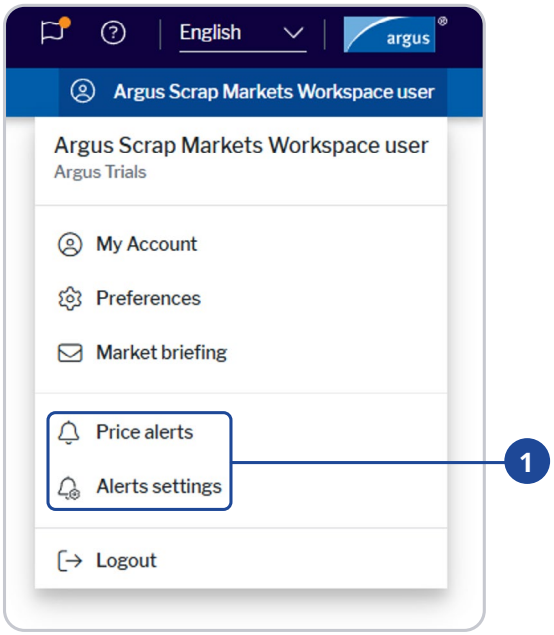
You can set the delivery to ASAP, so you will get an email every time we publish an article that includes your keyword and filters, or set a time of day to receive a consolidated newsletter of all articles that align with your parameters.

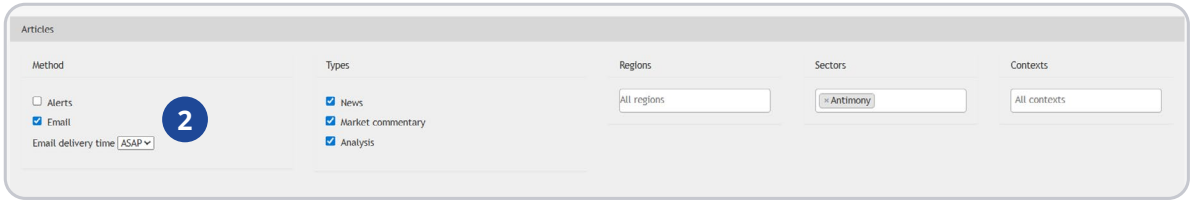
Click the red X to remove any keyword alerts you do not want to receive again.

Save changes.

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Setting up Article Alerts





You can set up your own custom emails from Argus by using Article Alerts to receive emails that contain articles on a specific topic as soon as they are published.

(1) Set up Article Alerts by clicking on the Alert Settings link your account setting menu (click on your username in the header to open the menu).

In the Articles section, type in a sector name like “Antimony” or “ferrous scrap” and you will see suggested terms appear. **(2)** Select the one you want to receive alerts on and make sure the Email box is checked.

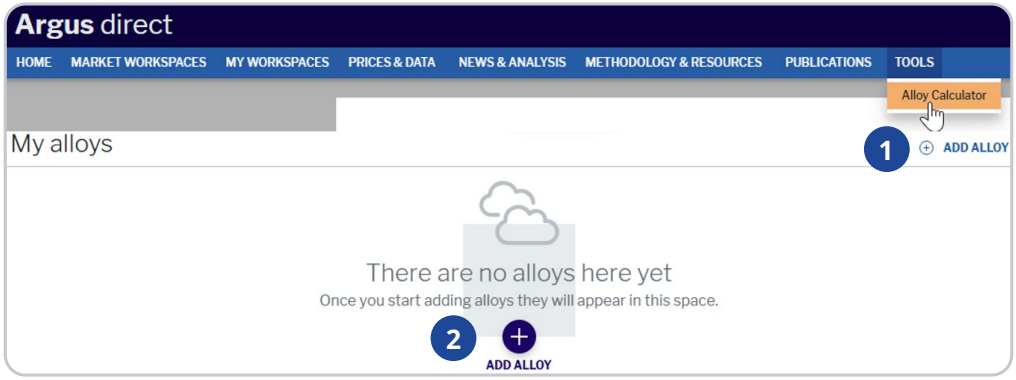
You can set the delivery to ASAP, so you will get an email every time we publish an article that includes your keyword and filters or set a time of day to receive a consolidated newsletter of all articles tagged with that sector label.

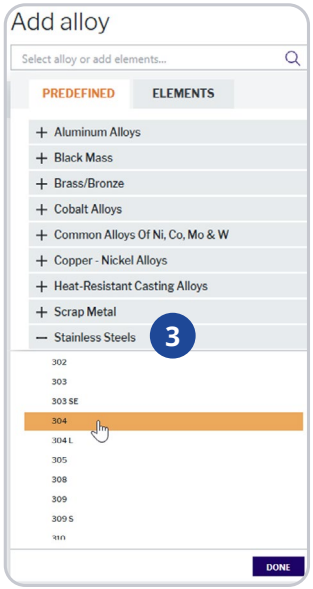
Click the X next to the filter name to remove items from the list of alerts.

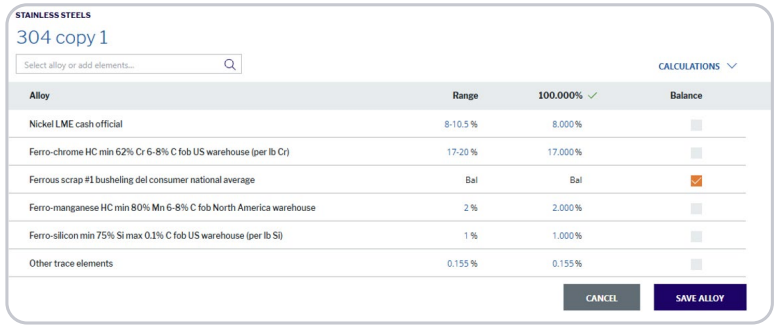
Save changes.

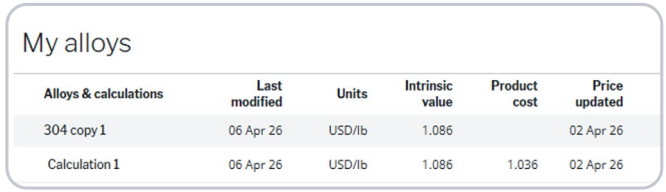
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Using the Alloy Calculator









(1) Navigate to the Argus Alloy Calculator under the Tools header and **(2)** click Add Alloy to begin.

(3) Select either a pre-defined alloy or individual alloying elements. When a pre-defined alloy is selected, the calculator automatically loads the standard alloying elements and typical composition percentages based on industry specifications. Alloy ranges and percentages can be adjusted by clicking directly on the values to match your material specifications. Save! Saved alloys will appear under My Alloys.

Additional calculations—such as cost, discount, scrap, and surcharge—can then be added to your saved alloy. Save again! Calculations will also appear under My Alloys.

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