Corporate Cash Management User Manual Oracle Banking Digital Experience Patchset Release 22.1.2.0.0

Part No. F56934-01

November 2022



Corporate Cash Management User Manual

November 2022

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1. Preface

1.1 Intended Audience

This document is intended for the following audience:

- Customers
- Partners

1.2 **Documentation Accessibility**

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc.

1.3 Access to Oracle Support

Oracle customers have access to electronic support through My Oracle Support. For information, visit

http://www.oracle.com/pls/topic/lookup?ctx=acc&id=info or visit

http://www.oracle.com/pls/topic/lookup?ctx=acc&id=trs_if you are hearing impaired.

1.4 Structure

This manual is organized into the following categories:

Preface gives information on the intended audience. It also describes the overall structure of the User Manual.

Introduction provides brief information on the overall functionality covered in the User Manual.

The subsequent chapters provide information on transactions covered in the User Manual.

Each transaction is explained in the following manner:

- Introduction to the transaction
- Screenshots of the transaction
- The images of screens used in this user manual are for illustrative purpose only, to provide improved understanding of the functionality; actual screens that appear in the application may vary based on selected browser, theme, and mobile devices.
- Procedure containing steps to complete the transaction- The mandatory and conditional fields
 of the transaction are explained in the procedure. If a transaction contains multiple
 procedures, each procedure is explained. If some functionality is present in many
 transactions, this functionality is explained separately.

1.5 Related Information Sources

For more information on Oracle Banking Digital Experience Patchset Release 22.1.2.0.0, refer to the following documents:

- Oracle Banking Digital Experience Licensing Guide
- Oracle Banking Digital Experience Installation Manuals



2. Transaction Host Integration Matrix

Legends

NH	No Host Interface Required.
✓	Pre integrated Host interface available.
×	Pre integrated Host interface not available.

SR No	Transaction / Function Name	Oracle Banking Cash Management 14.7.0.0.0
1	Cash Flow Forecasting	
	Cash flow Forecasting	✓
	Cash flow Summary	✓
2	Expected Cash Flow	
	Create Expected Cash Flow	✓
	View/Edit Expected Cash Flow	✓
3	Collections	
	Create Cash Deposits	✓
	View Cash Deposits	✓
	Create Cheque Deposits	✓
	View Cheque Deposits	✓
	Create Cash Withdrawal	✓
	View Cash Withdrawal	✓
	View Pickup/Delivery Points	✓
4	Netting	
	Accept/Reject Netting	√

<u>Home</u>



3. Introduction

As the word suggests, Cash Management refers to the optimum utilization of cash to ensure the right amount of liquidity and maximum profitability for an organization.

Money is the lifeline for any business and therefore every organization aims to ensure that there is adequate cash to meet the obligations while making sure that there are no idle funds. Cash management functions help businesses in achieving this goal.

On a broad level, Cash management functions include Collections, Receivable/Payable Management, Reconciliation of payments, and Cash Flow Forecasting.

Note: The Cash Management module is currently only supported on **Desktops** and **Landscape** mode of **Tablet** devices.

Functions of Cash Management:

Cash Flow Forecasting

Cash flow forecast helps corporates in estimating the amount of money that will move in and move out of the business during a specific period like for a month, date, or for a particular week. Based on the forecast, businesses can plan their future investments and ensure that they have enough liquidity to meet their future payables. For more information, refer the Cash Flow Forecasting section below.

Collections

It is a process of managing collection of physical instruments like cash and cheques along with collection of electronic payments on behalf of the corporate. It not only saves the corporate's time and resources but also provides them a clear and detailed view of their collection status across locations

Home

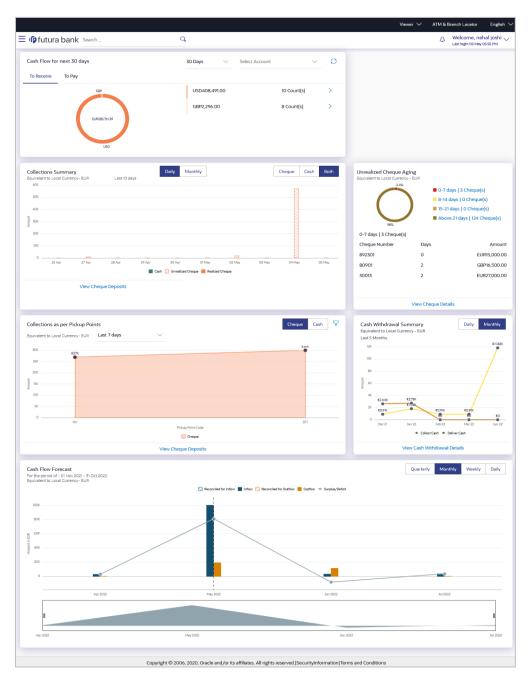


4. Overview

The Cash Management Overview screen provides a quick view of the corporate's cashflow transactions expected in the near future so that the corporates can prepare business activities basis the inflows and outflows. The collection widgets also give a quick view of cash or cheques deposited or withdrawn into/from the accounts. This enables corporates to plan cash positions easily, in advance.

How to reach here:

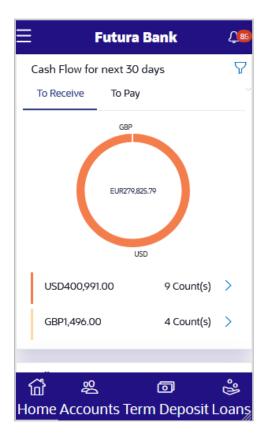
Dashboard > Toggle menu > Cash Management > Overview





Overview (on mobile device)

The Overview screen can also be viewed on a mobile device.



The **Overview** screen consists of the following widgets:

- Cashflow for next 30 Days
- Collections Summary
- Unrealized Cheque Aging
- Collections as per Pickup Points
- Cash Withdrawal Summary
- Cash Flow Forecast

Note: All the above widgets can also be viewed on a mobile device. The features, links, filters, and data that are available in these widgets on the web browsers on desktop computers, are also available on the mobile device.

Cashflow for next 30 Days: This widget displays the total cash in local currency that will flow during the next 30 days. You can also select different number of days from the dropdown list at the top of the widget. The options available are: 30 days, 15 days, 7 days, and today. The data can be viewed separately for cash inflows (in the **To Receive** tab) and cash outflows (in the **To Pay** tab). To view this information account-wise, you can select the required account from the dropdown list available at the top of this widget. The Reset icon in the top right corner, enables you to reset the widget data.



A doughnut graph depicts the 'To Receive' or 'To Pay' amounts, currency-wise, for the selected span of days. The amounts are also listed in figures along with the count of transactions for each currency. On clicking the arrow beside a count, an overlay section appears with the itemized categories or cashflow transactions, such as Credit Transfers, Cheques, Cash Deposits, and so on. The overlay section includes the **View Details** link, which when clicked displays the <u>View Expected Cash Flow</u> screen. The data displayed in this screen is based on what you select in the widget, with respect to the number of days, 'To Receive' or 'To Pay' options, account number, and currency.

Collections Summary: This widget displays a bar graph representing the amounts received through cheque collection or cash collection, or both. Daily collections for the last 10 days or monthly collections for the last 10 months can be viewed. All amounts are expressed in the local currency of the corporate. The bars representing the cheque collections are color coded to indicate the amounts that are realized and unrealized. The Collections Summary widget also displays the <u>View Cheque Deposits</u> and the <u>View Cash Deposits</u> links that can be clicked to visit the respective screens, which display detailed records of the summary.

Unrealized Cheque Aging: This widget displays the number of cheques that are presently unrealized, and will be realized in the coming days. These are grouped in terms of number of days, such as, cheques that will be realized in 0-7 days, 8-14 days, 15-21 days, and Above 21 days. A doughnut graph represents the percentage of cheques that will be realized in each of these time frames. Click on each specified time frame link to view the cheque number, the cheque amount, and the actual day on which the cheque will be realized. Click the <u>View Cheque Details</u> link in this widget to view further cheque details.

Collections as per Pickup Points: This widget displays a line graph indicating the amounts collected from the top 10 pickup points in the last 7 days. This data can also be viewed for the last 5 days, the previous day, or the present day. The graph consists of the pickup point codes on the X axis and the amounts in local currency on the Y axis. Data can be viewed with respect to cheque (default) or cash collections, using the switch on the top right corner of the widget. On selecting the 'Cheque' option, the View Cheque Deposits link appears at the bottom of the widget, which when clicked, displays the corresponding screen. Similarly, on selecting the 'Cash' option, the View Cash Deposits link appears. You can also view the collections for specific pickup locations, by clicking the filter icon and selecting the required locations.

Cash Withdrawal Summary: This widget displays a line graph depicting the daily cash withdrawals for the past 5 days, in local currency. You can also view the withdrawals for the past 5 months. The <u>View Cash Withdrawal</u> link is present at the bottom of the widget, which when clicked displays the <u>View Cash Withdrawal</u> screen. The data displayed in this screen will correspond to the past 5 days or past 5 months (in local currency) as per the selection in the widget.

Cash Flow Forecast: This widget displays the cash flow forecast data of the corporate on a bar graph for a span of 12 months, which includes today's date plus 6 months and minus 6 months. On the landing page, a monthly view of the expected inflows, outflows, surplus/deficit, reconciled for inflow, and reconciled for outflow data, is displayed. You can use the respective buttons to get daily, weekly, or quarterly views as well. You can zoom in, zoom out and scroll in this widget to go to a particular date/week/month/quarter range. You can also use the area graph at the bottom of this widget to set a specific period to view the details. The slider present on the area graph, can be moved or resized, as required.



5. Cash Flow

5.1 Cash Flow Forecasting

Cash flow forecasting is a projection of an organization's financial position based on records entered in the system for payments and receivables. While planning investments, the Corporate also needs to forecast future contingencies and ensure profitability. To enable this, the Corporate must use efficient cash flow forecasting and management tools. The Cash Flow Forecasting application facilitates financial liquidity within an organization and ensures that the business has the necessary cash to meet its future obligations, by efficiently managing cash inflows and outflows.

The **Cash Flow Forecasting** screen gives the Actual forecast as well as the Predicted forecast of the corporate's inflows and outflows. In the Predicted forecast, the system predicts the possible payment day of the cash flows on the basis of the patterns of its history. The system also projects a graphical representation and gives a detailed summary of the cash flows.

The application also gives an option to view the combined forecasts of Actual and Predicted data in a single screen.

The widgets shown on the Cash Flow Forecasting screen are as follows:

Today's Snapshot

This widget provides a quick overview of the current day's expected inflows and outflows along with the opening and projected closing balances. The data is displayed in local currency by default on the landing page. If any filter value is selected from the top filter, then the data will be displayed as per the selected value in the filter.

Cash Flow Forecast

This widget provides a graphical representation of the cash flow forecast for the Corporate for future and past months. The data is displayed in local currency by default on the landing page. If any filter value is selected from the top filter, then the data will be displayed as per the selected value in the filter. It provides quarterly, monthly, weekly, or daily views of the expected inflows and outflows on a bar graph. A line graph depicts whether there is a surplus or deficit for a given quarter or month or week or day.

Cash Flow Summary

This widget provides the corporate user a quarterly, monthly, weekly, or daily view of the aggregated summary of cash flows (inflows and outflows) at a cash flow category level. It displays the total sum of inflows or outflows at a category level for a particular quarter or month or week or day, depending on which frequency is selected. The data is displayed in local currency by default on landing. If any filter value is selected from the top filter, then the data will be displayed as per the selected value in the filter.

• Cash Flow Details: This is an overlay window which appears on clicking any category link in the Cash Flow Summary widget. It displays detailed cash flow records for the entire period selected by the user. The records are grouped at a Real Account level by default. The user can choose to change the grouping to a Virtual Account level or a Counter-party level. The data is displayed in local currency by default on the landing page. Once the grouped data is expanded, the data is displayed in the currency of the respective record. If any filter value is selected from the top filter, then the data will be displayed as per the selected value in the filter.



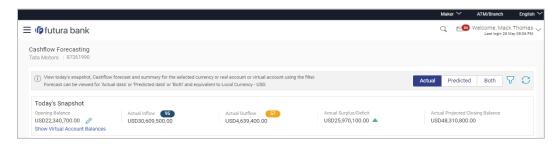
Prerequisites:

Transaction access is provided to the corporate user

How to reach here:

Dashboard > Toggle menu > Cash Management > Cash Flow > Cash Flow Forecasting

5.1.1 Cash Flow Forecasting



Field Description

Field Name Description

Cash Flow Forecasting

Party Name & ID

Displays the name and ID of the logged-in corporate party.

Actual / Predicted / Both

Select the required option to view the actual, or predicted, or both types of cashflow forecasting data.



Click this icon to filter the cash flow details in the entire Cash Flow Forecasting page, by one of the following:

- Specific Currency If you select this option, a list of currencies appears. You can view records of a particular currency by making a selection from this list. All three widgets on the page Today's Snapshot, Cash Flow Forecasting, and Cash Flow Summary, will display the records of the selected currency.
- Account If you select this option, a list of either real account numbers or International Bank Account Number (IBAN) is displayed. You can view records of all accounts or of a particular account by making a selection in this list. All three widgets on the page - Today's Snapshot, Cash Flow Forecasting, and Cash Flow Summary, will display the records of the selected account.
- Virtual Account If you select this option, a search field to search for the virtual account, appears. You can search for the virtual account to view the records belonging to the selected virtual account. All three widgets on the page Today's Snapshot, Cash Flow Forecasting, and Cash Flow Summary, will display the records of the selected virtual account.

Once you select the required filter options, click **Apply**. To reset the filter options, click **Reset**.



Field Name Description



Click this icon to reset the data.

Today's Snapshot

Closing Balance

This widget provides a quick overview of the current day's expected inflows and out flows that are unreconciled, along with the opening and projected closing balances. Based on the selection, you can view the actual data, predicted data or both. Following are the fields available in this widget:

If you select the **Actual** forecast option, then the following fields are displayed in the **Today's Snapshot** widget.

Opening Balance	Displays the corporate's opening balance as of that particular time in local currency, by default on the landing page. It is the sum of balances of all CASA accounts, which are accessible to the user. Click the edit icon beside the opening balance amount to enter the required value. Click the save icon to save the entered value. The Actual Projected Closing Balance and the Actual Surplus/Deficit fields are automatically calculated and updated after considering the inflows and outflows of the day.
Actual Inflow	Displays the corporate's current day expected unreconciled inflow amount in local currency, by default on the landing page. The total number of inflow cash records is also displayed beside this field.
Actual Outflow	Displays the corporate's current day expected unreconciled outflow amount in local currency, by default on the landing screen. The total number of outflow cash records is also displayed beside this field.
Actual Surplus/Deficit	Displays the corporate's expected surplus or deficit amount for the current day.
	Note: 1) In case of Surplus, system display "Up Arrow" in Green colour (inflow amount is more than outflow for today) 2) In case of Deficit, system display "Down Arrow" in Red colour (outflow amount is more than inflow for today)
Actual Projected	Displays the projected closing balance of the corporate for the

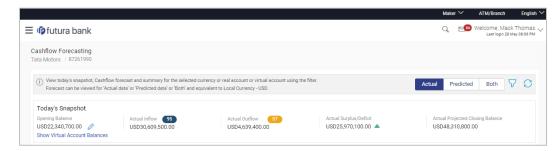
This value is derived by adding the inflow amount to, and subtracting the outflow amount from the opening balance. If you edit the opening balance, then the closing balance is automatically calculated and



current day.

updated.

Today's Snapshot with 'Actual' Option Selected



Field Description

Field Name Description

If you select the Actual forecast option, then the following fields are displayed in the Today's Snapshot widget.

Opening Balance

Ø)

Displays the corporate's opening balance as of that particular time in local currency, by default on the landing page. It is the sum of balances of all CASA accounts, which are accessible to the user.

Click the edit icon beside the opening balance amount to enter the required value. Click the save icon to save the entered value. The Actual Projected Closing Balance and the Actual Surplus/Deficit fields are automatically calculated and updated after considering the inflows and outflows of the day.

Actual Inflow

Displays the corporate's current day expected unreconciled inflow amount in local currency, by default on the landing page. The total number of inflow cash records is also displayed beside this field.

Actual Outflow

Displays the corporate's current day expected unreconciled outflow amount in local currency, by default on the landing screen. The total number of outflow cash records is also displayed beside this field.

Actual Surplus/Deficit Displays the corporate's expected surplus or deficit amount for the current day.

Note:

- 1) In case of Surplus, system display "Up Arrow" in Green colour (inflow amount is more than outflow for today) 2) In case of Deficit, system display "Down Arrow" in Red
- colour (outflow amount is more than inflow for today)

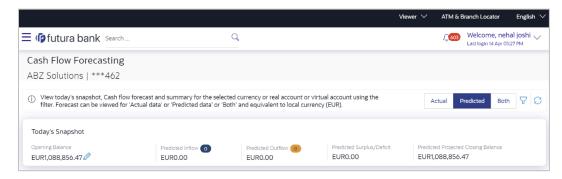
Actual Projected Closing Balance

Displays the projected closing balance of the corporate for the current day.

This value is derived by adding the inflow amount to, and subtracting the outflow amount from the opening balance. If you edit the opening balance, then the closing balance is automatically calculated and updated.



Today's Snapshot with 'Predicted' Option Selected



Field Description

Field Name Description

If you select the **Predicted** forecast option, then the following fields are displayed in the **Today's Snapshot** widget. If any filter has been selected in the top filter, then the data is displayed as per the selected filter.

Opening Balance



Displays the corporate's opening balance as of that particular time in local currency by default, on the landing page. It is the sum of balances of all CASA accounts, which are accessible to the user.

Click the edit icon beside the opening balance amount to enter the required value. Click the save icon to save the entered value. The **Predicted Projected Closing Balance** and the **Predicted Surplus/Deficit** fields are automatically calculated and updated after considering the predicted inflows and outflows of the day.

Predicted Inflow

Displays the corporate's predicted current day expected unreconciled inflow amount. The total number of inflow cash records is also displayed beside this field.

Predicted Outflow

Displays the corporate's predicted current day expected unreconciled outflow amount. The total number of outflow cash records is also displayed beside this field.

Predicted Surplus/Deficit

Displays the corporate's predicted expected surplus or deficit amount for the current day.

Note:

- 1) In case of Surplus, system display "**Up Arrow**" in **Green** colour (inflow amount is more than outflow for today)
- 2) In case of Deficit, system display "**Down Arrow**" in **Red** colour (outflow amount is more than inflow for today)

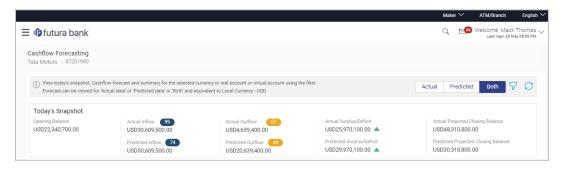
Predicted Projected Closing Balance

Displays the predicted projected closing balance of the corporate for the current day.

This value is derived by adding the inflow amount to, and subtracting the outflow amount from the opening balance. If you edit the opening balance, then the closing balance is automatically calculated and updated.

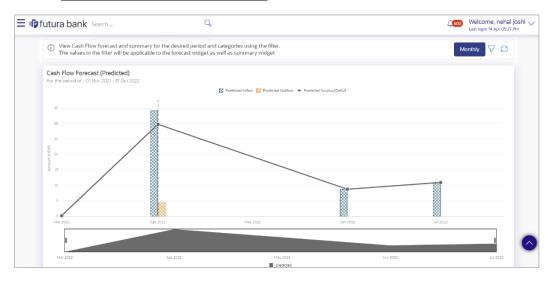


Today's Snapshot with 'Both' Option Selected



Note: A combination of the above fields (Actual and Predicted) is displayed if the **Both** option is selected. The edit opening balance () option is however not available for this option.

5.1.2 Cash Flow Forecast widget

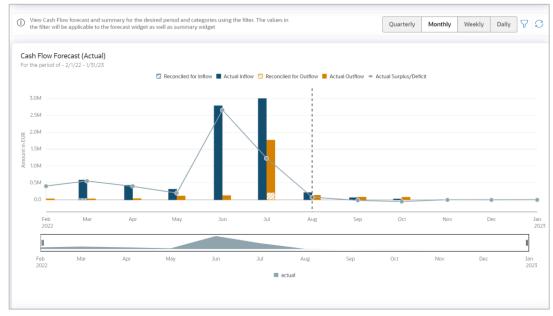




Field Description

Field Name Description

Cash Flow Forecast (Actual) widget (Displayed on selection of 'Actual' option)



This widget displays the actual cash flow forecast data of the corporate on a bar graph for a span of 12 months, which includes today's date plus 6 months and minus 6 months. On the landing page, a monthly view of the actual inflows, outflows, surplus/deficit, reconciled for inflow, and reconciled for outflow data, is displayed. You can also use the respective buttons to get daily, weekly, or quarterly views.

The frequency and time frame for viewing this data for a specific category (for inflow or outflow) can be entered by clicking the Filter (\checkmark) icon. A pop-up window appears, where you can set the desired parameters, and click **Apply**. The graph is updated accordingly. Once you set a time frame for a particular frequency, using this pop-up window, the other frequency buttons at the top of the widget, are disabled. Inorder to view a different frequency, either click the Reset (\checkmark) icon, or click the Filter (\checkmark) icon again, and select the desired frequency and time frame.

You can zoom in, zoom out and scroll in this widget to go to a particular time range. You can also use the area graph at the bottom of this widget to set a specific period to view the details. The slider present on the area graph, can be moved or resized, as required.

Quarterly

Click this button to view the actual quarterly forecasted cash flow for a 12-month period (today plus 6 months and minus 6 months) or for any period selected in the filter. The actual values of inflow, outflow, surplus/deficit, and reconciled values aggregated for each quarter, are displayed.

Monthly

Click this button to view the actual monthly forecasted cash flow for a 12-month period (today plus 6 months and minus 6 months) or for any period selected in the filter. The actual values of inflow, outflow, surplus/deficit, and reconciled values aggregated for each month are displayed. This is also the default view on the landing page.



Field Name	Description
Weekly	Click this button to view the actual weekly forecasted cash flow for a span of 12 months, with an upfront view of 3 months, which includes the current month or for any period selected in the filter. The actual values of inflow, outflow, surplus/deficit, and reconciled values aggregated for each week are displayed. To view the weekly data for the next/previous three months, click the 'Next 3 Months' or 'Previous 3 Months' buttons available below the graph.
Daily	Click this button to view the actual daily forecasted cash flow for a span of 12 months, with an upfront view of 3 months, which includes the current month or for any period selected in the filter. The actual values of inflow, outflow, surplus/deficit, and reconciled values aggregated for each day are displayed. To view the daily data for the next/previous three months, click the 'Next 3 Months' or 'Previous 3 Months' buttons available below the graph.
7	Click this icon to filter the cash flow forecasting details for a required frequency (quarterly/monthly/weekly/daily), and time frame. A popup window appears, where you can set the required parameters. You can also set a specific Inflow or Outflow category to view the cash flow forecasting data.
	Once you set a specific time frame for a particular frequency, using this pop-up window, the other frequency buttons at the top of the widget, are disabled. Inorder to view a different frequency, either
	click the Reset (\bigcirc) icon, or click the Filter (\bigvee) icon again, and select the desired frequency and time frame.
	The selected filter options are applied to the Cash Flow Forecast widget as well as the Cash Flow Summary widget.
S	Click this icon to reset the cash flow forecast graph.
Previous 3 Months	Click this button to view actual cash flow forecast data for the previous 3 months. This button is available by default for 'Daily' and 'Weekly' views. It appears for 'Monthly' and 'Quarterly' views, only
	if you set a time frame less than 12 months in the Filter (\checkmark) popup window.
Next 3 Months	Click this button to view actual cash flow forecast data for the next 3 months. This button is available by default for 'Daily' and 'Weekly' views. It appears for 'Monthly' and 'Quarterly' views, only if you set
	a time frame less than 12 months in the Filter (\checkmark) pop-up window.
The below mentioned Forecast graph.	fields appear in a tile, on hovering over the bars in the Cash Flow
Date or Week or Month or Quarter Details	Displays the date, week, month, or quarter for which forecasting is being viewed.
Actual Inflow	Displays the inflow amount for the selected period.

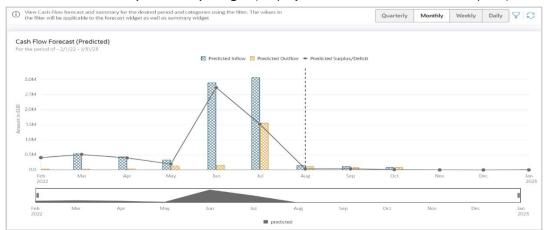


Field Name	Description			
Reconciled for Inflow	Displays the amount reconciled for inflow, for the selected period.			
Actual Outflow	Displays the outflow amount for the selected period.			
Reconciled for Outflow	Displays the amount reconciled for outflow, for the selected period.			
Actual Surplus/Deficit	Displays the surplus/deficit amount for the selected period (Inflow-Outflow).			

Area graph

Under the cash flow forecasting widget, an area graph is displayed, which replicates the part displayed in the main graph. You can slide the rectangular box available in the area graph to navigate to a particular date range. You can also expand or contract the box to include different time frames. The data in the Cash Flow Forecast graph is updated based on the movement of the rectangular box in the area graph.

Cash Flow Forecast (Predicted) widget (Displayed on selection of Predicted option)



This widget displays the predicted cash flow forecast data of the corporate on a bar graph for a span of 12 months, which includes today's date plus 6 months and minus 6 months. The default data of 12 months is displayed only if the user has navigated from the default view of the Actual/Both forecast. If any filter values (top level or second level) are selected in the Actual/Both forecast, and if user has navigated to the Predicted forecast, then the data is displayed as per the filter. On the landing page, a monthly view of the predicted inflows, outflows, and surplus/deficit data is displayed. You can also use the respective buttons to get daily, weekly, or quarterly views.

The frequency and time frame for viewing this data for a specific category (for inflow or outflow) can be entered by clicking the Filter (\checkmark) icon. A pop-up window appears, where you can set the desired parameters, and click **Apply**. The graph is updated accordingly. Once you set a time frame for a particular frequency, using this pop-up window, the other frequency buttons at the top of the widget, are disabled. Inorder to view a different frequency, either click the Reset (\checkmark) icon, or click the Filter (\checkmark) icon again, and select the desired frequency and time frame.

You can zoom in, zoom out and scroll in this widget to go to a particular time range. You can also use the area graph at the bottom of this widget to set a specific period to view the details. The slider present on the area graph, can be moved or resized, as required.



Field Name	Description
Quarterly	Click this button to view the predicted quarterly forecasted cash flow for a 12-month period (today plus 6 months and minus 6 months) or for any period selected in the filter. The predicted values of inflow, outflow, and surplus/deficit aggregated for each quarter, are displayed.
Monthly	Click this button to view the predicted monthly forecasted cash flow for a 12-month period (today plus 6 months and minus 6 months) or for any period selected in the filter. The predicted values of inflow, outflow, and surplus/deficit aggregated for each month, are displayed.
Weekly	Click this button to view the predicted weekly forecasted cash flow for a span of 12 months, with an upfront view of 3 months, which includes the current month or for any period selected in the filter. The predicted values of inflow, outflow, and surplus/deficit aggregated for each week are displayed. To view the weekly data for the next/previous three months, click the 'Next 3 Months' or 'Previous 3 Months' buttons available below the graph.
Daily	Click this button to view the predicted daily forecasted cash flow for a span of 12 months, with an upfront view of 3 months, which includes the current month or for any period selected in the filter. The predicted values of inflow, outflow, and surplus/deficit aggregated for each day are displayed. To view the daily data for the next/previous three months, click the 'Next 3 Months' or 'Previous 3 Months' buttons available below the graph.
∇	Click this icon to filter the cash flow forecasting details for a required frequency (quarterly/monthly/weekly/daily), and time frame. A popup window appears, where you can set the required parameters. You can also set a specific Inflow or Outflow category to view the cash flow forecasting data.
	Once you set a specific time frame for a particular frequency, using this pop-up window, the other frequency buttons at the top of the widget, are disabled. Inorder to view a different frequency, either
	click the Reset (\bigcirc) icon, or click the Filter (\bigvee) icon again, and select the desired frequency and time frame.
	The selected filter options are applied to the Cash Flow Forecast widget as well as the Cash Flow Summary widget.
C	Click this icon to reset the cash flow forecast graph.
Previous 3 Months	Click this button to view predicted cash flow forecast data for the previous 3 months. This button is available by default for 'Daily' and 'Weekly' views. It appears for 'Monthly' and 'Quarterly' views, only
	if you set a time frame less than 12 months in the Filter (\checkmark) popup window.



Field Name	Description			
Next 3 Months	Click this button to view predicted cash flow forecast data for the next 3 months. This button is available by default for 'Daily' and 'Weekly' views. It appears for 'Monthly' and 'Quarterly' views, only			
	if you set a time frame less than 12 months in the Filter (\checkmark) popup window.			
The below mentioned fields appear in a tile, on hovering over the bars in the Cash Flow Forecast graph.				
Date or Week or Month or Quarter Details	Displays the date, week, month, or quarter for which forecasting is being viewed.			
Predicted Inflow	Displays the predicted inflow amount for the selected period.			
Predicted Outflow	Displays the predicted outflow amount for the selected period.			
Predicted Surplus/Deficit	Displays the predicted surplus/deficit amount for the selected period (Inflow-Outflow).			

Area graph

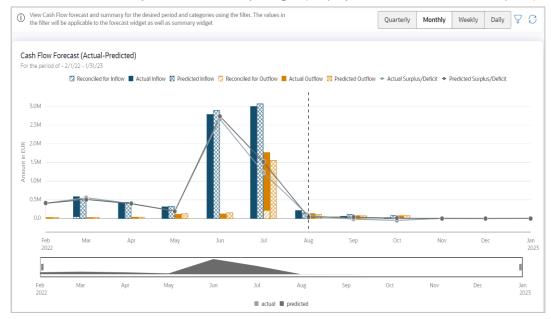
Under the cash flow forecasting widget, an area graph is displayed, which replicates the part displayed in the main graph. You can slide the rectangular box available in the area graph to navigate to a particular date range. You can also expand or contract the box to include different time frames. The data in the Cash Flow Forecast graph is updated based on the movement of the rectangular box in the area graph.



Field Name

Description

Cash Flow Forecast (Actual-Predicted) widget (Displayed on selection of 'Both' option)



This widget displays both actual and predicted cash flow forecast data of the corporate on a bar graph for a span of 12 months, which includes today's date plus 6 months and minus 6 months. The default data of 12 months is displayed only if the user has navigated from the default view of the Actual/Predicted forecast. If any filter values (top level or second level) are selected in the Actual/Predicted forecast, and if user has navigated to the 'Both' option forecast, then the data is displayed as per the filter. On the landing page, a monthly view of the actual and predicted inflows, outflows, and surplus/deficit is displayed. The actual values of 'reconciled for inflow', and 'reconciled for outflow' are also displayed. You can use the respective buttons to get daily, weekly, or quarterly views.

The frequency and time frame for viewing this data for a specific category (for inflow or outflow) can be entered by clicking the Filter (\checkmark) icon. A pop-up window appears, where you can set the desired parameters, and click **Apply**. The graph is updated accordingly. Inorder to reset the time frame, either click the Reset (\checkmark) icon, or click the Filter (\checkmark) icon again, and select the desired time frame.

You can zoom in, zoom out and scroll in this widget to go to a particular time range. You can also use the area graph at the bottom of this widget to set a specific period to view the details. The slider present on the area graph, can be moved or resized, as required.

Quarterly

Click this button to view the actual-predicted quarterly forecasted cash flow for a 12-month period (today plus 6 months and minus 6 months) or for any period selected in the filter. The actual-predicted values of inflow, outflow, and surplus/deficit along with actual reconciled values, aggregated for each quarter, are displayed.

Monthly

Click this button to view the actual-predicted monthly forecasted cash flow for a 12-month period (today plus 6 months and minus 6 months) or for any period selected in the filter. The actual-predicted values of inflow, outflow, and surplus/deficit along with actual reconciled values, aggregated for each month are displayed.



Field Name	Description
Weekly	Click this button to view the actual-predicted weekly forecasted cash flow for a span of 12 months, with an upfront view of 3 months, which includes the current month or for any period selected in the filter. The actual-predicted values of inflow, outflow, and surplus/deficit along with actual reconciled values, aggregated for each week are displayed. To view the weekly data for the next/previous three months, click the 'Next 3 Months' or 'Previous 3 Months' buttons available below the graph.
Daily	Click this button to view the actual-predicted daily forecasted cash flow for a span of 12 months, with an upfront view of 3 months, which includes the current month or for any period selected in the filter. The actual-predicted values of inflow, outflow, and surplus/deficit along with actual reconciled values, aggregated for each day are displayed. To view the daily data for the next/previous three months, click the 'Next 3 Months' or 'Previous 3 Months' buttons available below the graph.
∇	Click this icon to filter the cash flow forecasting details for a required frequency (quarterly/monthly/weekly/daily), and time frame. A popup window appears, where you can set the required parameters. You can also set a specific Inflow or Outflow category to view the cash flow forecasting data.
	Once you set a specific time frame for a particular frequency, using this pop-up window, the other frequency buttons at the top of the widget, are disabled. Inorder to view a different frequency, either
	click the Reset (\bigcirc) icon, or click the Filter (\bigvee) icon again, and select the desired frequency and time frame.
	The selected filter options are applied to the Cash Flow Forecast widget as well as the Cash Flow Summary widget.
S	Click this icon to reset the cash flow forecast graph.
Previous 3 Months	Click this button to view actual-predicted cash flow forecast data for the previous 3 months. This button is available by default for 'Daily' and 'Weekly' views. It appears for 'Monthly' and 'Quarterly' views,
	only if you set a time frame less than 12 months in the Filter (\checkmark) pop-up window.
Next 3 Months	Click this button to view actual-predicted cash flow forecast data for the next 3 months. This button is available by default for 'Daily' and 'Weekly' views. It appears for 'Monthly' and 'Quarterly' views, only
	if you set a time frame less than 12 months in the Filter (\overline{V}) popup window.



Field Name

Description

On hovering over the bars in the Cash Flow Forecast graph, the following fields are displayed:

- In case of an Actual forecast bar:
 - Date or Week or Month or Quarter
 - Actual Inflow
 - Actual Outflow
 - o Actual Surplus/Deficit
 - o Reconciled for Inflow
 - Reconciled for Outflow
- In case of a Predicted forecast bar:
 - o Predicted Inflow
 - Predicted Outflow
 - Predicted Surplus/Deficit

Area graph

Under the cash flow forecasting widget, an area graph is displayed, which replicates the part displayed in the main graph. You can slide the rectangular box available in the area graph to navigate to a particular date range. You can also expand or contract the box to include different time frames. The data in the Cash Flow Forecast graph is updated based on the movement of the rectangular box in the area graph.

5.1.3 Cash Flow Forecasting - Cashflow Summary





Field Description

Field Name Description

Cash Flow Summary (Actual) widget (Displayed on selection of 'Actual' option)

Cash Flow Summary (Actual) For the period of 2/1/22 -1/31/23 Add Opening Balance					< ε	3/1/22 - 1/31/23 > 🛅
Description	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 202
▶ Inflow	EUR 212,987.61	EUR 61,025.85	EUR 24,181.79	EUR 2,045.45	EUR 272.73	EUR 12,090.90
▶ Outflow	EUR 134,043.72	EUR 77,703.74	EUR 75,654.47	EUR 409.09	-	EUR 9,090.90
Surplus/Deficit	EUR 78,943.89	EUR 16,677.89	EUR 51,472.68	EUR 1,636.36	EUR 272.73	EUR 3,000.00

This widget enables you to view the aggregated summary of cash flows (inflows and outflows) at a cash flow category level, for the time period selected in the filter in the Cash Flow Forecast widget. You can view the summary data quarter-wise, month-wise, week-wise, or day-wise. These time frames can be selected in the Cash Flow Forecast widget. By default, on the landing page. 12 months' data is displayed which includes today's date plus 6 months and minus 6 months. Following are the fields available in the Cash Flow Summary widget:

<Pre><Pre>revious arrow>

Click this arrow to view data for the previous 6 days, or weeks, or

months, or quarters, based on frequency selected.

<Next arrow>

Click this arrow to view data for the next 6 days, or weeks, or

months, or quarters, based on frequency selected.

圁

Click this icon and select any particular date, week, month or quarter from the given calendar to view the cash flow summary. You can only select within the time frame that has been set in the Cash Flow Forecast widget.

Add Opening Balance On clicking this link, the Opening Balance row appears in the

summary grid along with the edit () icons under each column. Click the icon to enter the opening balance in the required column. Upon entering the balance, click the save icon that appears, to save the balance. On save, system will calculate the surplus and deficit and the projected closing balance for that column and for all the following columns. (The closing balance of previous column becomes the opening balance of the next column.)

The Projected Closing Balance value at the bottom of the grid, is updated accordingly.

Click the Hide Opening Balances link to hide the opening balances.



Field Name

Description

Description

Displays the **Inflow** and **Outflow** grouped on the basis of categories. **Surplus/Deficit** is calculated as Outflow minus Inflow.

Expand the Inflow and Outflow lists, to view the categories under each of them. The category names are hyperlinks, which when clicked display the **Cash Flow Details (Actual)** overlay window. For more details, refer the **Cash Flow Details (Actual)** overlay window section below.

The overlay window displays the records belonging to the selected category for a 12-month period by default. If the filter has been used to select a different time range, then the records are displayed for the selected range. You can edit the time frame by clicking the edit icon in the top right corner of this window, and selecting the 'from' and 'to' dates within the specified range.

The records are grouped by real account numbers or International Bank Account Number, based on the configuration set by the bank. You can choose to change the grouping into virtual account or counter party, by selecting the appropriate option from the **View by** list.

Quarterly Data

Displays the actual quarterly data for 4 quarters, by default, in the Cash Flow Summary widget.

If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then quarterly data for the selected period is displayed. A maximum of 6 quarters can be displayed upfront, if the selected time range has 6 or more quarters. If there are more than 6 quarters then you can navigate to the next/previous quarters using the arrows.

Monthly Data

Displays the actual monthly data for six months, in the Cash Flow Summary widget.

By default, the system shows the current + 5 months' data. You can click the arrows available, to view the next/previous 6 months' data (depending upon the data available in the backend).

If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then the monthly data for the specified period is displayed. A maximum of 6 months from the first month of the selected period, is displayed upfront.

Weekly Data

Displays the actual weekly data for a 6-week period, in the Cash Flow Summary widget.

By default, the system shows the current + 5 weeks' data. You can click the arrows available, to view the next/previous 6 weeks' data (depending upon the data available in the backend).

If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then data for 6 weeks from the first week of the selected period, is displayed.



| Field Name | Description | | | | |
|------------|---|--|--|--|--|
| Daily Data | Displays the actual daily data for six days, in the Cash Flow Summary widget. | | | | |
| | By default, the system shows the current + 5 days' data. You can click the arrows available, to view the next/previous 6 days' data or can use the calendar to view the data for a particular date + 5 days (depending upon the data available in the backend). | | | | |
| | If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then data for 6 days from the first day of the selected period, is displayed. | | | | |

Cash Flow Summary (Predicted) widget (Displayed on selection of 'Predicted' option)

| Cash Flow Summary (Predicted)
for the period of 2/1/22 -1/31/23 | | | | | < 8 | 8/1/22 - 1/31/23 > 📋 |
|--|----------------|----------------|---------------|--------------|------------|----------------------|
| Add Opening Balance | | | | | | |
| Description | Aug 2022 | Sep 2022 | Oct 2022 | Nov 2022 | Dec 2022 | Jan 202 |
| ▶Inflow | EUR 145,615.31 | EUR 110,545.34 | EUR 81,827.19 | EUR 2,045.45 | EUR 272.73 | EUR 11,834.77 |
| Outflow | EUR 110,368.63 | EUR 71,999.93 | EUR 75,654.47 | EUR 409.09 | - | EUR 9,035.6 |
| Surplus/Deficit | EUR 35,246.68 | EUR 38,545.42 | EUR 6,172.72 | EUR 1,636.36 | EUR 272.73 | EUR 2,799.1 |

This widget enables you to view the predicted aggregated summary of cash flows (inflows and outflows) at a cash flow category level, for the time period selected in the filter in the Cash Flow Forecast widget. You can view the summary data quarter-wise, month-wise, weekwise, or day-wise. These frequencies can be selected in the Cash Flow Forecast widget. By default, on the landing page, 12 months' data is displayed which includes today's date plus 6 months and minus 6 months. If any filter values (top level or second level) are selected in the Actual/Both forecast, and if the user then navigates to the Predicted forecast, then the data is displayed as per the filter. Following are the fields available in the Cash Flow Summary widget:

| <previous arrow=""></previous> | Click this arrow to view data for the previous 6 days, or weeks, or months, or quarters, based on frequency selected. |
|--------------------------------|---|
| <next arrow=""></next> | Click this arrow to view data for the next 6 days, or weeks, or months, or quarters, based on frequency selected. |
| | Click this icon and select any particular date, week, month or quarter from the given calendar to view the cash flow summary. You can only select within the time frame that has been set in the Cash Flow Forecast widget. |



Field Name

Description

Description

Displays the **Inflow** and **Outflow** grouped on the basis of categories. **Surplus/Deficit** is calculated as Outflow minus Inflow. The Opening Balance and Projected Closing Balance are also displayed, if present.

Expand the Inflow and Outflow lists, to view the categories under each of them. The category names are hyperlinks, which when clicked display the **Cash Flow Details (Predicted)** overlay window. For more details, refer the **Cash Flow Details (Predicted)** overlay window section below.

Upon landing on this page, the overlay window displays the records belonging to the selected category for a 12-month period by default. If the filter has been used to select a different range, then the records are displayed for the selected range. You can edit the time frame by clicking the edit icon in the top right corner of this window, and selecting the 'from' and 'to' dates within the specified range.

The records are grouped by real account numbers or International Bank Account Number, based on the configuration set by the bank. You can choose to change the grouping into virtual account or counter party, by selecting the appropriate option from the **View by** list.

Quarterly Data

Displays the predicted quarterly data for 4 quarters, by default, in the Cash Flow Summary widget.

If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then quarterly data for the selected period is displayed. A maximum of 6 quarters can be displayed upfront, if the selected time range has 6 or more quarters. If there are more than 6 quarters then you can navigate to the next/previous quarters using the arrows.

Monthly Data

Displays the predicted monthly data for six months, in the Cash Flow Summary widget.

By default, the system shows the current + 5 months' data. You can click the arrows available, to view the next/previous 6 months' data (depending upon the data available in the backend).

If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then the monthly data for the specified period is displayed. A maximum of 6 months from the first month of the selected period, is displayed upfront.

Weekly Data

Displays the predicted weekly data for a 6-week period, in the Cash Flow Summary widget.

By default, the system shows the current + 5 weeks' data. You can click the arrows available, to view the next/previous 6 weeks' data (depending upon the data available in the backend).

If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then data for 6 weeks from the first week of the selected period. is displayed.



Daily Data Displays the predicted daily data for six days, in the Cash Flow Summary widget. By default, the system shows the current + 5 days' data. You can click the arrows available, to view the next/previous 6 days' data or can use the calendar to view the data for a particular date + 5 days (depending upon the data available in the backend). If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then data for 6 days from the first day of the selected period, is displayed.

Cash Flow Summary (Actual-Predicted) widget (Displayed on selection of 'Both' option)

| Cash Flow Summary (Actual-P
or the period of 2/1/22 -1/31/23 | redicted) | | | | < 8/ | 1/22 - 10/31/22 > [|
|---|--------------------|-----------------------|--------------------|-----------------------|--------------------|----------------------|
| Description | Aug 2022
Actual | Aug 2022
Predicted | Sep 2022
Actual | Sep 2022
Predicted | Oct 2022
Actual | Oct 202
Predicted |
| ▶ Inflow | EUR 212,987.61 | EUR 145,615.31 | EUR 61,025.85 | EUR 110,545.34 | EUR 24,181.79 | EUR 81,827.19 |
| ▶ Outflow | EUR 134,043.72 | EUR 110,368.63 | EUR 77,703.74 | EUR 71,999.93 | EUR 75,654.47 | EUR 75,654.4 |
| Surplus/Deficit | EUR 78,943.89 | EUR 35,246.68 | EUR 16,677.89 | EUR 38,545.42 | EUR 51,472.68 | EUR 6,172.7 |

This widget enables you to view the actual-predicted aggregated summary of cash flows (inflows and outflows) at a cash flow category level, for the time period selected in the filter in the Cash Flow Forecast widget. You can view the summary data quarter-wise, month-wise, week-wise, or day-wise. These frequencies can be selected in the Cash Flow Forecast widget. By default, on the landing page, 12 months' data is displayed which includes today's date plus 6 months and minus 6 months. The actual and predicted data for 3 months is displayed upfront. You can navigate to the other time periods using the arrows. If any filter values (top level or second level) are selected in the Actual/Predicted forecast, and if the user then navigates to the 'Both' option, then the data is displayed as per the filter. Following are the fields available in the Cash Flow Summary widget:

| <previous arrow=""></previous> | Click this arrow to view data for the previous 6 days, or weeks, or months, or quarters, based on frequency selected. |
|--------------------------------|---|
| <next arrow=""></next> | Click this arrow to view data for the next 6 days, or weeks, or months, or quarters, based on frequency selected. |
| | Click this icon and select any particular date, week, month or quarter from the given calendar to view the cash flow summary. You can only select within the time frame that has been set in the Cash Flow Forecast widget. |



Field Name

Description

Description

Displays the **Inflow** and **Outflow** grouped on the basis of categories. **Surplus/Deficit** is calculated as Outflow minus Inflow. The Opening Balance and Projected Closing Balance are also displayed, if present.

Expand the Inflow and Outflow lists, to view the categories under each of them. The category names are hyperlinks, which when clicked displays the **Cash Flow Details (Actual-Predicted)** overlay window. For more details, refer the **Cash Flow Details (Actual-Predicted)** overlay window section below.

This window essentially displays all the cash flow records for the selected category, for a 12-month period by default. If the filter in the Cash Flow Forecast widget has been used to select a different range, then the records are displayed for the selected range. You can edit the time frame by clicking the edit icon in the top right corner of this window, and selecting the 'from' and 'to' dates within the specified range.

The records are grouped by real account numbers or International Bank Account Number, based on the configuration set by the bank. You can choose to change the grouping into virtual account or counterparty, by selecting the appropriate option from the **View by** list

Quarterly Data

Displays the actual-predicted quarterly data for 4 quarters, in the Cash Flow Summary widget, with an upfront view of 3 quarters (current + 2). You can navigate to the next/previous quarter using the arrows.

If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then quarterly data for the selected period is displayed.

Monthly Data

Displays the actual-predicted monthly data for six months, in the Cash Flow Summary widget, with an upfront view of 3 months (current + 2). You can navigate to the next/previous months using the arrows.

If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then the monthly data for the specified period is displayed.

Weekly Data

Displays the actual-predicted weekly data for a 6-week period, in the Cash Flow Summary widget, with an upfront view of 3 weeks (current + 2). You can navigate to the next/previous weeks using the arrows.

If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then data for 6 weeks from the first week of the selected period, is displayed.



| Field Name | Description |
|------------|--|
| Daily Data | Displays the actual-predicted daily data for six days, in the Cash Flow Summary widget, with an upfront view of 3 days (current + 2). You can navigate to the next/previous days using the arrows. |
| | If you have selected a different time frame using the filters in the Cash Flow Forecast widget, then data for 6 days from the first day of the selected period, is displayed. |

Cash Flow Details (Actual) overlay window

This overlay window appears when you click on a category hyperlink in the Cash Flow Summary widget, and when the **Actual** option has been selected.



Field Description

| Field Name | Description | | |
|----------------------------|--|--|--|
| Cash Flow Details (Actual) | | | |
| | Click this icon to set 'from' and 'to' dates to view the cash flow records of the selected category for that time range. The 'from' and 'to' dates should fall within the time frame set in the Cash Flow Forecast widget. | | |
| | Once the dates are entered, click the save icon, to save a view the required records. | | |
| 0 | Click the reset icon to reset the time frame dates. This icon appears, if the time range has been edited. | | |

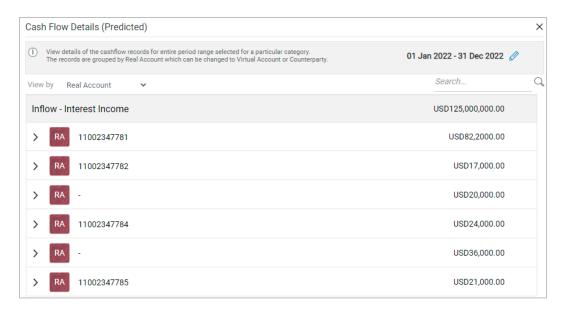


| Field Name | Description |
|--|--|
| View by | Select the required basis for records grouping. The options are: Real Account Virtual Account Counterparty |
| Search | Enter the partial or complete search string, such as reference
number, or virtual account number, or counterparty, and so on, to
view specific cash flow records. |
| Category Name | Displays the name of the category for which the records are being viewed. |
| Total Cash flow
Amount | Displays the total cash flow amount in local currency or in the selected currency in the filter for the selected time frame for a particular category. |
| | elected from the View by list, the records are grouped based on Real unts, or Counterparties. Each group consists of the following fields. |
| Real Account/Virtual
Account/
Counterparty | Displays the name of the group. This is either the real account number, or the virtual account number, or the counterparty name, based on the option selected in the View by field. |
| Total Cash flow
Amount of group | Displays the total cash flow amount for the group in local currency or in the selected currency in the filter. |
| Search | Enter the partial or complete search string to search for specific cash flow records. |
| Grid | |
| Reference Number | Displays the reference number of the cash flow record. |
| Virtual Account | Displays the virtual account number associated with the cash flow record. This column is present for Real Account and Counterparty options from the View by list. |
| Real Account | Displays the real account number associated with the cash flow record. This column is present for Virtual Account and Counterparty options from the View by list. |
| Counterparty | Displays the counterparty's name associated with the cash flow record. This column is present for Real Account and Virtual Account options from the View by list. |
| Actual Date | Displays the actual cash flow date. This column is present when the Actual option is selected in the Cash Flow Forecasting screen. |
| Actual Amount | Displays the actual cash flow amount. This column is present when the Actual option is selected in the Cash Flow Forecasting screen. |



Cash Flow Details (Predicted) overlay window

This overlay window appears when you click on a category hyperlink in the Cash Flow Summary widget, and when the Predicted option has been selected.



Field Description

| Field Name | Description | | |
|-------------------------------|--|--|--|
| Cash Flow Details (Predicted) | | | |
| | Click this icon to set 'from' and 'to' dates to view the cash flow records of the selected category for that time range. The 'from' and 'to' dates should fall within the time frame set in the Cash Flow Forecast widget. | | |
| | Once the dates are entered, click the save icon, to save a view the required records. | | |
| C | Click the reset icon to reset the time frame dates. This icon appears, if the time range has been edited. | | |
| View by | Select the required basis for records grouping. The options are: Real Account Virtual Account Counterparty | | |
| Search | Enter the partial or complete search string, such as reference number, or virtual account number, or counterparty, and so on, to view specific cash flow records. | | |
| Category Name | Displays the name of the category for which the records are being viewed. | | |

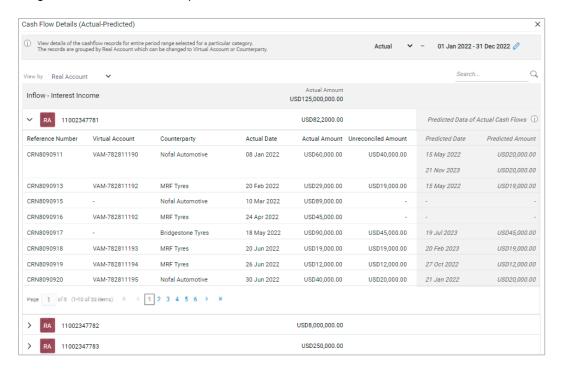


| Field Name | Description |
|--|--|
| Total Cash flow
Amount | Displays the total cash flow amount in local currency or in the selected currency in the filter for the selected time frame for a particular category. |
| | lected from the View by list, the records are grouped based on Real unts, or Counterparties. Each group consists of the following fields. |
| Real Account/Virtual
Account/
Counterparty | Displays the name of the group. This is either the real account number, or the virtual account number, or the counterparty name, based on the option selected in the View by field. |
| Total Cash flow
Amount of group | Displays the total cash flow amount for the group in local currency or in the selected currency in the filter. |
| Search | Enter the partial or complete search string to search for specific cash flow records. |
| Grid | |
| Reference Number | Displays the reference number of the cash flow record. |
| Virtual Account | Displays the virtual account number associated with the cash flow record. This column is present for Real Account and Counterparty options from the View by list. |
| Real Account | Displays the real account number associated with the cash flow record. This column is present for Virtual Account and Counterparty options from the View by list. |
| Counterparty | Displays the counterparty's name associated with the cash flow record. This column is present for Real Account and Virtual Account options from the View by list. |
| Predcited Date | Displays the predicted cash flow date. This column is present when the Predicted option is selected in the Cash Flow Forecasting screen. |
| Predicted Amount | Displays the predicted cash flow amount. This column is present when the Predicted option is selected in the Cash Flow Forecasting screen. |



Cash Flow Details (Actual-Predicted) overlay window

This overlay window appears when you click on a category hyperlink in the Cash Flow Summary widget, and when the **Both** option has been selected.



Field Description

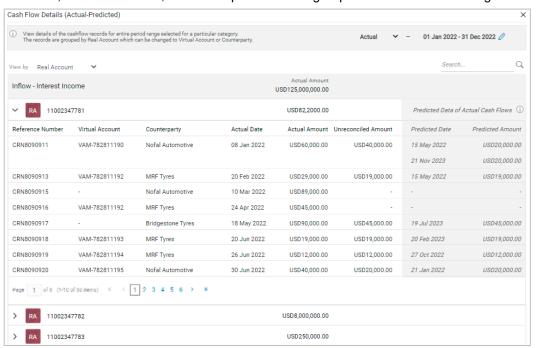
| Field Name | Description | | |
|--------------------------------------|--|--|--|
| Cash Flow Details (Actual-Predicted) | | | |
| Actual/Predicted list | Select either the Actual option or the Predicted option to view the cash flow records. | | |
| | Click this icon to set 'from' and 'to' dates to view the cash flow records of the selected category for that time range. The 'from' and 'to' dates should fall within the time frame set in the Cash Flow Forecast widget. | | |
| | Once the dates are entered, click the save icon, to save a view the required records. | | |
| S | Click the reset icon to reset the time frame dates. This icon appears, if the time range has been edited. | | |
| View by | Select the required basis for records grouping. The options are: | | |



Counterparty

| Field Name | Description |
|------------------|---|
| Search | Enter the partial or complete search string, such as reference number, or virtual account number, or counterparty, and so on, to view specific cash flow records. |
| Category Name | Displays the name of the category for which the records are being viewed. |
| Actual Amount | Displays the actual total cash flow amount for the selected time frame, for the category. This field is displayed if the Actual option is selected from the Actual/Predicted list in this overlay window. |
| Predicted Amount | Displays the predicted total cash flow amount for the selected time frame, for the category. This field is displayed if the Predicted option is selected from the Actual/Predicted list in this overlay window. |

If the **Actual** option is selected from the **Actual/Predicted** list in this overlay window: Based on the option selected from the **View by** list, the records are grouped based on Real Accounts, Virtual Accounts, or Counterparties. Each group consists of the following fields.



Real Account/Virtual Account/
Counterparty

Displays the name of the group. This is either the real account number, or the virtual account number, or the counterparty name, based on the option selected in the **View by** field.

Total Cash flow Amount of group Displays the total cash flow amount for the group.

Grid

Reference Number Displays the reference number of the cash flow record.



| Field Name | Description |
|-----------------|--|
| Virtual Account | Displays the virtual account number associated with the cash flow record. This column is present for Real Account and Counterparty options from the View by list. |
| Real Account | Displays the real account number associated with the cash flow record. This column is present for Virtual Account and Counterparty options from the View by list. |
| Counterparty | Displays the counterparty's name associated with the cash flow record. This column is present for Real Account and Virtual Account options from the View by list. |
| Actual Date | Displays the actual cash flow date. This field is displayed if the Actual option is selected from the Actual/Predicted list in this overlay window. |
| Actual Amount | Displays the actual cash flow amount. This field is displayed if the Actual option is selected from the Actual/Predicted list in this overlay window. |

Unreconciled Amount Displays the cash flow amount that is not yet reconciled.

Predicted Data of Actual Cash Flows

This section displays the predicted data for the actual cash flows, for reference.

| Predicted Date | Displays the predicted date of the actual cash flow. |
|------------------|--|
| Predicted Amount | Displays the predicted value of the unreconciled amount of the actual cash flow. |

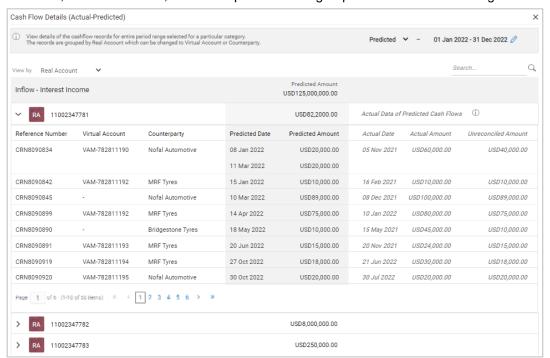


Field Name

Description

If **Predicted** option is selected from the **Actual/Predicted** list in this overlay window:

Based on the option selected from the **View by** list, the records are grouped based on Real Accounts, Virtual Accounts, or Counterparties. Each group consists of the following fields.



Real Account/Virtual Account/
Counterparty

Displays the name of the group. This is either the real account number, or the virtual account number, or the counterparty name, based on the option selected in the **View by** field.

Total Cash flow Amount of group

Displays the total predicted cash flow amount for the group.

Grid

Reference Number Disp

Displays the reference number of the cash flow record.

Virtual Account

Displays the virtual account number associated with the cash flow record. This column is present for **Real Account** and **Counterparty** options from the **View by** list.

Real Account

Displays the real account number associated with the cash flow record. This column is present for **Virtual Account** and **Counterparty** options from the **View by** list.

Counterparty

Displays the counterparty's name associated with the cash flow record. This column is present for **Real Account** and **Virtual Account** options from the **View by** list.



| Field Name | Description | | | | | |
|--|---|--|--|--|--|--|
| Predicted Date | Displays the predicted cash flow date. This field is displayed if the Predicted option is selected from the Actual/Predicted list in this overlay window. | | | | | |
| Predcited Amount | Displays the predicted cash flow amount. This field is displayed if the Predicted option is selected from the Actual/Predicted list in this overlay window. | | | | | |
| Actual Data of Predict | ed Cash Flows | | | | | |
| This section displays the actual data for the predicted cash flows, for reference. | | | | | | |
| Actual Date | Displays the actual date of the predicted cash flow. | | | | | |
| Actual Amount Displays the actual amount of the predicted cash flow. | | | | | | |
| Unreconciled Amount | Displays the cash flow amount that is not yet reconciled. | | | | | |

FAQ

1. Can the user see the past month's inflows and outflows as well?

On the landing page, the system displays default data for a period of 12 months, which includes today's date plus 6 months and minus 6 months. However, you can search for any desired period range using the filter option available on top of the Cash Flow Forecast graph.

2. What is Surplus and Deficit and how does it get calculated?

A surplus occurs when the inflow of money exceeds the outflows for a particular period. After subtracting the outflows for a particular period from inflows for that period, if a positive amount is obtained, it is called as Surplus. It denotes that corporate will have surplus of cash during that period.

A deficit occurs when the outflow of money exceeds the inflows for a particular period. After subtracting the outflows for a particular period from inflows for that period, if a negative amount is obtained, it is called as Deficit. It denotes that corporate will have a shortfall of cash during that period.

3. What does Cash flow categories signifies?

Cash flow categories are the high-level inflow, out flow heads under which the inflows and out flows are expected. For example, under Outflows Payroll, Marketing, Taxes, Operating Expenses can be some of the examples of categories. Similarly, for Inflows, Collections, Royalties, Interest, Sale of Property can be some of examples. By looking the amount against these categories, user can get to know the aggregated sum of amount expected to receive or pay for each head.



5.2 Expected Cash Flow

The corporate user can record cash flows that are expected to occur in the future. Both inflow and outflow records can be added. For each cash flow entry, the user can add the expected date of the cash flow, the account number to be debited/credited, the linked reference number (such as, cheque number or invoice number), the amount, and the currency. Expected cash flow records are also considered in the Cash Flow Forecasting functionality.

The following functions are available for managing expected cash flow.

- Create Expected Cash Flow
- View Expected Cash Flow
- Edit Expected Cash Flow
- Delete Expected Cash Flow

Pre-requisites:

Transaction access is provided to the corporate user.

5.2.1 Create Expected Cash Flow – Onscreen and Bulk File Upload

Expected cash flow records can be created in one of the following ways:

- By manually entering the details of the cash flow on the screen.
- By uploading a file (in one of .csv, .xls, .xlsx, or .xml format) that contains the cash flow details.
 This method enables the user to create bulk records.

Both one-time transaction records as well as recurring transaction records can be created.



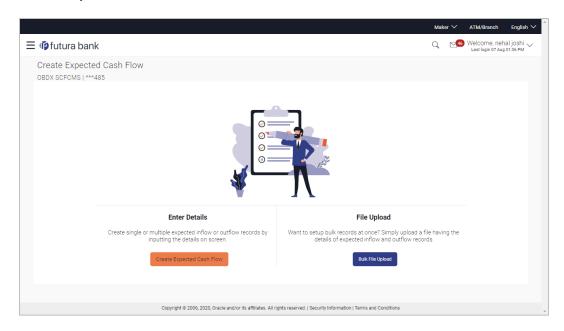
5.2.1.1 Creating Single/Recurring Cash Flow Records (manual entry)

How to reach here:

Dashboard > Toggle menu > Cash Management > Cash Flow > Create Expected Cash Flow

To create expected cash flow record (manual entry):

Create Expected Cash Flow

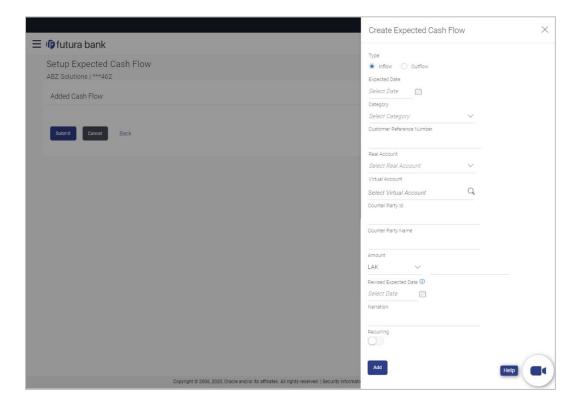


| Field Name | Description | | | |
|---------------------------|---|--|--|--|
| Create Expected Cash Flow | | | | |
| Party Name & ID | Displays the name and ID of the logged-in corporate party. | | | |
| Enter Details | Indicates the option to create single or recurring expected cash flow records by manual entry of cash flow details. | | | |
| File Upload | Indicates the option to create bulk expected cash flow records through file upload. The file formats supported are .xls, .xlsx, .csv, and .xml. | | | |

^{1.} In the **Create Expected Cash Flow** screen, click **Create Expected Cash Flow**. The overlay window appears.



Create Expected Cash Flow (overlay window)



| Field Name | Description | | | | |
|--|--|--|--|--|--|
| Create Expected Cash Flow (overlay window) | | | | | |
| Туре | Select whether the cash flow is an inflow or an outflow. | | | | |
| Expected Date | Enter the expected date of expected cash flow transaction. | | | | |
| Category | Select the category of the cash flow transaction. The values in this list depend on the option selected in the Type field (inflow or outflow). | | | | |
| Category Code | Enter the code for the category. This field appears when you select the Others option from the Category list. | | | | |
| Category Name | Enter a description for the category. This field appears when you select the Others option from the Category list. | | | | |
| Customer Reference
Number | Enter the customer's own reference number for the cash flow. | | | | |
| Account | Select the account number of the corporate party for the expected cash flow transaction. The dropdown list either displays the real account numbers or the International Bank Account Number (IBAN), based on the configuration set by the bank. | | | | |

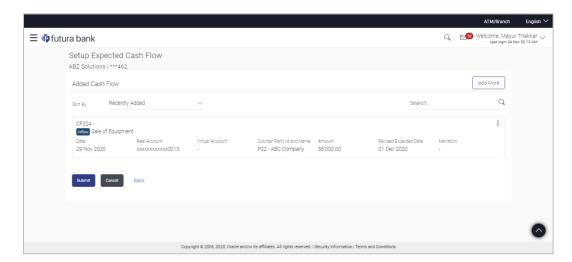


| Field Name | Description | | | | | |
|--------------------------|---|--|--|--|--|--|
| Virtual Account | Select the virtual account of the corporate party for the expected cash flow transaction. The account number and name of the virtual account are displayed. | | | | | |
| Counter Party Id | Enter the ID of the counter party. | | | | | |
| Counter Party Name | Enter the name of the counter party. | | | | | |
| Currency | Select the currency for the expected cash flow transaction. | | | | | |
| Amount | Enter the amount of the expected cash flow transaction. | | | | | |
| Revised Expected
Date | Enter the revised date when the cash flow is expected to take place, if required. | | | | | |
| Narration | Enter the narration of the expected cash flow transaction. | | | | | |
| Recurring | Switch the toggle on, if the expected cash flow transaction murrecur. | | | | | |
| | Note: On selecting a recurring transaction, when the user submits the cash flow set up, 'n' number of cash flow records are automatically created, depending on the frequency, start date and end date. Refer the 'Added Cash Flow – Recurring Cash Flow Record' screenshot below. | | | | | |
| Frequency | Select the frequency of recurrence of the expected cash flow transaction. This field appears if the Recurring toggle is switched on. | | | | | |
| From Date / To Date | Enter the date range within which the expected cash flow transaction must recur. These fields appear if the Recurring toggle is switched on. Once you save a recurring transaction, those many records are created as are applicable between the From Date and To Date . | | | | | |

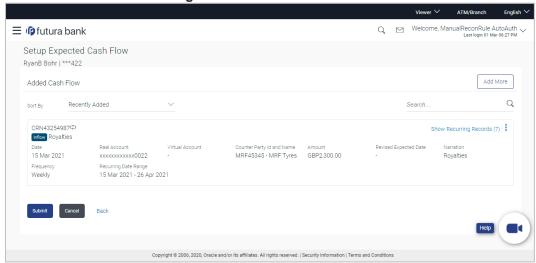
- 2. Once you add the required details, click **Add**. The cash flow transaction record is added to the **Added Cash Flow** list.
 - a. To edit or delete the added entry, click beside the record, and select Edit or Delete.
 - b. To add further cash flow transaction records, click **Add More**.



Added Cash Flow - One-time Cash Flow Record

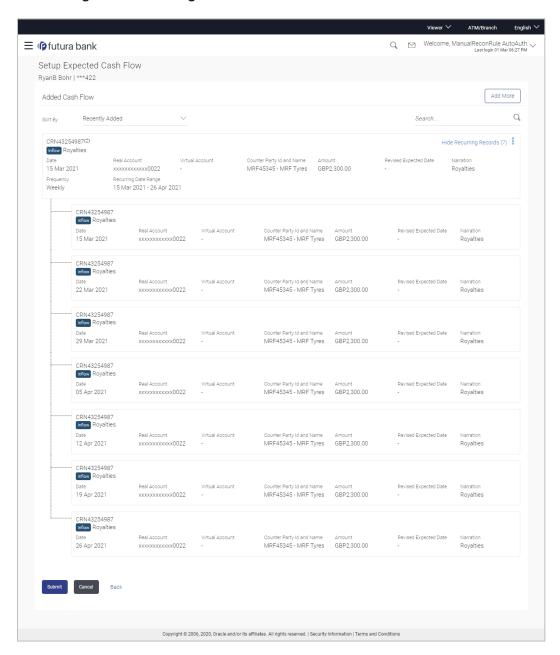


Added Cash Flow - Recurring Cash Flow Record





On Clicking Show Recurring Records



Field Description

| Field Name | Description | |
|---------------------|--|--|
| Setup Expected Cash | Flow | |
| Party Name & ID | Displays the name and ID of the logged-in corporate party. | |
| Added Cash Flow | | |
| Sort By | Indicates a list of options to sort the cash flow entries. | |



| Field Name | Description |
|---|---|
| Search | Indicates an option to search for a specific cash flow transaction record based on the search text entered. |
| Customer Reference
Number, Type,
Category | Displays the customer's reference number for the expected cash flow record, the type of cash flow (Inflow or Outflow), and the category of the cash flow transaction. |
| | In case of a recurring cash flow record, the beside the customer reference number. |
| Date | Displays the date on which the cash flow transaction is expected to occur. |
| Frequency | Displays the frequency of recurrence of the cash flow record. This field appears only for recurring cash flow records. |
| Recurring Date Range | Displays the date range within which the cash flow recurrence will happen. This field appears only for recurring cash flow records. |
| Account | Displays the real account number of the corporate party that has been selected for the transaction. This can be either the real account number or the International Bank Account Number (IBAN), based on the configuration set by the bank. |
| Virtual Account | Displays the virtual account number and name selected for the transaction. |
| Counterparty Id and Name | Displays the ID and name of the counter party associated with the expected cash flow transaction. |
| Amount | Displays the currency and amount of the cash flow transaction. |
| Revised Expected
Date | Displays the revised date when the transaction is expected to occur. |
| Narration | Displays the narration associated with the cash flow transaction. |
| 0 | Click this icon to edit or delete the added expected cash flow entry. |
| Show/Hide Recurring
Records (number) | Click this link to show/hide all the recurring cash flow transactions for that particular cash flow record. |

^{3.} Click **Submit** to submit the record. The Review screen appears.

OR

Click **Add More** to add further expected cash flow transactions.

OR

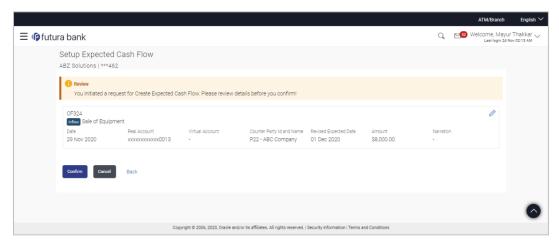
Click **Cancel** to cancel the adding of the record.

OR

Click **Back** to go to the previous screen.



Setup Expected Cash Flow - Review Screen



In the Review screen, verify the details and click Confirm to confirm adding the record. A
Confirmation message appears with the reference number and status of the transaction.
OR



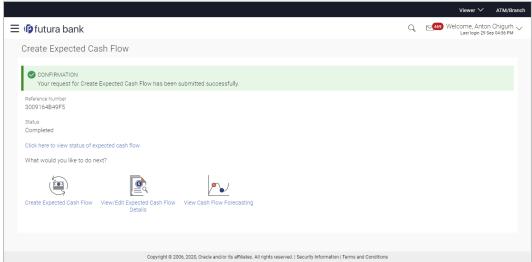
OR

Click Cancel to cancel the submission.

OR

Click Back to go to the previous screen.

Create Expected Cash Flow - Confirmation



Click the link provided to view the status of the added expected cash flow records. All
expected cash flow records that have been added, appear with their current status in the
Cash Flow Details overlay window.

OR
Click Create Expected Cash Flow to create another cash flow transaction record.

Click <u>View/Edit Expected Cash Flow Details</u> to view a list of expected cash flow transaction records that have been created.

OR

Click <u>View Cash Flow Forecasting</u> to view the forecasting details.



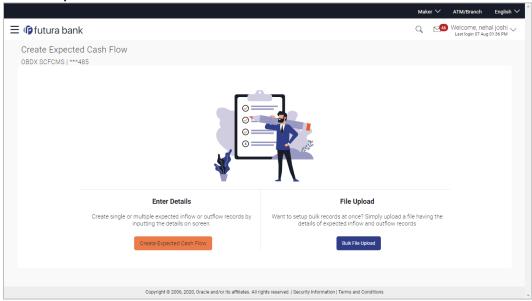
5.2.1.2 Bulk File Upload

How to reach here:

Dashboard > Toggle menu > Cash Management > Cash Flow > Create Expected Cash Flow

To create bulk expected cash flow transaction records:

Create Expected Cash Flow



Field Description

| Field Name | Description |
|-----------------|---|
| Create Expected | I Cash Flow |
| Party Name & ID | Displays the name and ID of the logged-in corporate party. |
| Enter Details | Indicates the option to create single or recurring expected cash flow records by manual entry of cash flow details. |
| File Upload | Indicates the option to create bulk expected cash flow records through file upload. |

1. In the Create Expected Cash Flow screen, click Bulk File Upload. The File Upload screen appears.



File Upload



| Field Name | Description |
|---------------------|--|
| File Upload | |
| File Identifier | Select the identifier associated with expected cash flow transactions. |
| Transaction
Type | Displays the type of transaction of the bulk expected cash flow records. Information is displayed based on the parameters defined for the file identifier selected. |
| File Format
Type | Displays the file formats that are allowed. Information is displayed based on the parameters defined for the file identifier selected. In general, the file formats supported are .xls, .xlsx, .csv, and .xml. |
| Approval Type | Displays the approval level of the file. The approval could be: Record Level: In record type approval, the approver can approve some records (in a file), and reject others. Only approved records are processed. File Level: In a file type approval, the approver accepts or rejects the entire file, and all records are either processed or rejected. Information is displayed based on the parameters defined for the file identifier selected. |
| File Name | Click to select and upload the file with the expected cash flow records data. For information on the file format, refer the Bulk File Format section below. |



Bulk File Format

Data Format of an XLS file to upload:

| | d A | В | С | D | Е | F | G | н | 1 | J | K | L | М | N | 0 | Р |
|---|-----------------------|------------------------------------|----------------------|-----------|---------------------------------|-----------------|---------------------------------|----------------------------|-----------|--|--|---|---|------------------------|-----------|-------------------------------|
| 1 | Header row | Customer
Reference
Number | Inflow /
Outflow | Cashflow | Cashflow
Code
Description | Real
Account | Virtual
Account | Expected
Amount | Currency | | Revised
Expected
Date | | Associated
Party Name | Associated
Party Id | Narration | Linked
Reference
Number |
| 2 | —→ Data Type | Alpha
numeric | Inflow or
Outflow | | Category -
Alphabet only | Account | Valid Virtual
Account
No. | 13 integers,
2 decimels | | DD-MM- | DD-MM- | | Alpha numeric
and some
special
characters
\%\&\:\)\(\._1-V/; | | | Alpha
numeric |
| 3 | _ | Mandatory | Mandatory | Mandatory | Mandatory | | | Mandatory | Mandatory | Yes, it
should be
mandatory
as per host
document | Optional | | Optional | | Optional | Optional |
| 4 | Length → | 20 | 10 | 10 | 20 | | no length
check | Numeric
(28,4) | 3 | 10 | 10 | 10
Actual Date | 20 | 10 | 50 | 20 |
| 9 | Validations if any —→ | Should be
unique in the
file | | | | | | | | | If revised
expected
date is
mentioned
then there
should be
expected
date. | Actual date should be less than today's date Actual date can be entered only if the expected date is not added. | | | | |



Bulk-Cashflow-Upl oad-Template.csv

Note: Refer this file for the sequence:

While uploading a .XLSX / .XLS file, if you do not have the required data for a particular cell, and need to leave it blank, then ensure that the particular empty cell has been formatted to the data type of the expected data of that cell. For example, a cell that is supposed to hold textual content, such as name or description, should be formatted to 'Text'. Similarly, a cell that is supposed to hold a number, should be formatted to 'Number'.

| Field Name | Description | | | | |
|---|---|--|--|--|--|
| The following fields must be present in the file for bulk upload. | | | | | |
| Customer Reference
Number | Enter the customer's own reference number for the cash flow. | | | | |
| Inflow/Outflow | Enter whether the cash flow is an inflow or an outflow. | | | | |
| Cash Flow Code | Enter the code for the cash flow transaction. | | | | |
| Cash Flow Code
Description | Enter a description for the cash flow transaction. | | | | |
| Account | Enter the account number of the corporate party for the expected cash flow transaction. The dropdown list either displays the real account numbers or the International Bank Account Number (IBAN), based on the configuration set by the bank. | | | | |
| Virtual Account | Enter the virtual account of the corporate party for the expected cash flow transaction. | | | | |



| Field Name | Description | | | | | | |
|----------------------------|--|--|--|--|--|--|--|
| Expected Amount | Enter the amount of the expected cash flow transaction. | | | | | | |
| Currency | Enter the currency for the expected cash flow transaction. | | | | | | |
| Expected Date | Enter the expected date of the cash flow transaction. | | | | | | |
| Revised Expected
Date | Enter the revised date of the cash flow transaction. | | | | | | |
| Actual Date | Enter the actual date of the transaction. | | | | | | |
| Associated Party
Name | Enter the name of the counter party associated with the transaction. | | | | | | |
| Associated Party ID | Enter the party ID of the counter party associated with the transaction. | | | | | | |
| Narration | Enter the narration of the expected cash flow transaction. | | | | | | |
| Linked Reference
Number | Enter the linked reference number of the transaction. | | | | | | |

File Upload - post uploading file



- Once you upload the required file, click **Upload**. A Confirmation message appears with the reference number and status of the transaction. OR
 - Click Cancel to cancel the creation of bulk expected cash flow records.
- In the Confirmation screen, click the <u>File Reference ID</u> link to view the file upload details. For more information, refer the <u>Uploaded Files Inquiry</u> section in <u>User Manual Oracle Banking</u> <u>Digital Experience Corporate Bulk File Upload – Supply Chain Finance.</u> OR
 - Click **Go To Dashboard** to go to the main dashboard.



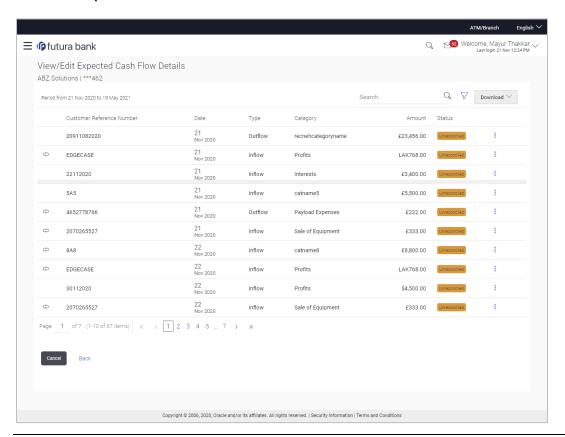
5.2.2 View Expected Cash Flow

A corporate user can inquire and view the added cash flow records. By default, only future dated records will be displayed. The user is also provided the option to search for records that will occur within a specific date range.

How to reach here:

Dashboard > Toggle menu > Cash Management > Cash Flow > View/Edit Expected Cash Flow Details

View/Edit Expected Cash Flow Details



Note: The **View Edit Expected Cash Flow Details** screen can also be viewed on a mobile device. The features, data, search filters, hyperlinks, download option, and so on that are available on the web browser on desktop computers, are also available on the mobile device.



Field Description

Field Name Description

View/Edit Expected Cash Flow Details

Party Name & ID Displays the name and ID of the logged-in corporate party.

<date>

Period from <date> to Displays the period for which the cash flow records have been

fetched.

Search Indicates an option to search for specific cash flow records, based

on the search text entered.

Indicates a set of options to filter the cash flow transaction records.

For more details, refer to the fields in the Search (overlay window)

section below.

Download Indicates an option to download the expected cash flow records in

PDF and XLS formats.

This icon indicates that the expected cash flow record is of recurring

type. If this icon is not displayed beside a record, then that particular

transaction is a one-time transaction.

Customer Reference

Number

 ∇

\$

Displays the customer's own reference number for the expected

cash flow record.

Date Displays the expected date of the cash flow transaction.

Displays whether the cash flow transaction is of inflow type or **Type**

outflow type.

Category Displays the category of the cash flow transaction.

Amount Displays the amount of the cash flow transaction.

Status Displays the status of the expected cash flow record, whether

reconciled, unreconciled, or partially reconciled.

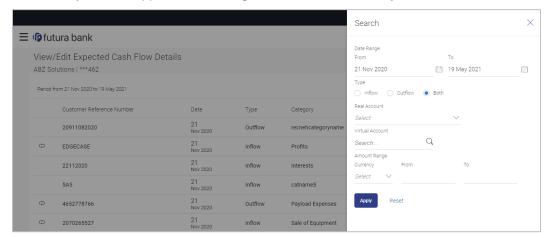
More Options

Click to edit, delete, or view additional details of the record. This icon is only present beside future dated transaction records. Any transaction records for the present day cannot be edited or deleted.



Search (overlay window)

This overlay window appears on clicking in the View/Edit Expected Cash Flow screen.



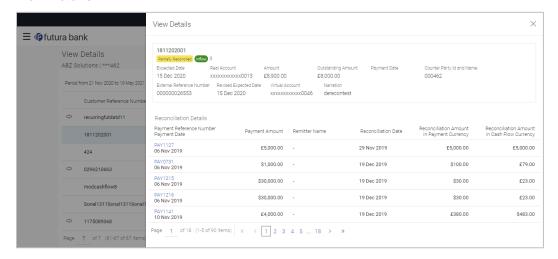
| Field Name | Description | | | | | |
|-------------------------------------|--|--|--|--|--|--|
| Search (overlay windo | Search (overlay window) | | | | | |
| Date Range From/To | Indicates the option to search for expected cash flow transactions using a date range. Click the calendar icon to enter the dates in the From and To fields. | | | | | |
| Туре | Indicates the option to filter the expected cash flow transactions based on type. The options are: Inflow, Outflow, and Both. | | | | | |
| Account | Indicates the option to filter the expected cash flow transactions based on the account to be debited/credited. This list can either display the real account numbers or the International Bank Account Number (IBAN), based on the configuration set by the bank. | | | | | |
| Virtual Account | Indicates the option to filter the expected cash flow transactions based on the virtual account selected. | | | | | |
| Amount Range
Currency
From/To | Indicates the option to filter the expected cash flow transactions based on an amount range. Enter the required amounts in the From and To fields. | | | | | |



5.2.2.1 View Cash Flow Details (overlay window)

This overlay window appears when you select the **View Details** option after clicking the sicon beside an expected cash flow record in the **View/Edit Expected Cash Flow** screen.

View Details



Note: The **View Details** screen can also be viewed on a mobile device. The features, and details, that are available on the web browser on desktop computers, are also available on the mobile device.

| Field Name | Description |
|------------------------------|--|
| View Details | |
| Customer Reference
Number | Displays the customer's own reference number for the expected cash flow record. The con is displayed in case of a recurring transaction. |
| | i ne lon is displayed in case of a recurring transaction. |
| Status | Displays the status of the expected cash flow record. |
| Cash flow type | Displays the type of cash flow, whether Inflow or Outflow. |
| Expected Date | Displays the date when the cash flow is expected to take place. |
| Account | Displays the real account number selected for the cash flow. This can be either the real account number or the International Bank Account Number (IBAN), based on the configuration set by the bank. |
| Amount | Displays the expected cash flow amount. |
| Outstanding Amount | Displays any outstanding amount. |
| Payment Date | Displays the date on which a payment has occurred. |



| Field Name | Description | |
|---|---|--|
| Counter Party ID and Name | Displays the name and party ID of the counter party, associated in the payment. | |
| External Reference
Number | Displays the reference number associated with the payment, outside the application. | |
| Revised Expected
Date | Displays the revised date when the cash flow is expected to take place. | |
| Virtual Account | Displays the virtual account number involved in the payment. | |
| Narration | Displays any remarks or comments entered while creating the expected cash flow record. | |
| Reconciliation Details | | |
| Payment Reference
Number
Payment Date | Displays the reference number of the payment that has been reconciled with the expected cash flow record. This is a hyperlink, which when clicked displays the payment details. For more information, refer the View Payments (details) section in User Manual Oracle Banking Digital Experience Receivables Payables Management. Also displays the date of payment. | |
| Payment Amount | Displays the amount of the payment. | |
| Remitter
Name/Beneficiary
Name | Displays the name of the remitter, in case of an inflow payment. Displays the name of the beneficiary, in case of an outflow payment. | |
| Reconciliation Date | Displays the date when the reconciliation has been performed. | |
| Reconciliation
Amount in Payment
Currency | Displays the reconciliation amount in the currency that the payment has been made in. | |
| Reconciliation
Amount in Cash Flow
Currency | Displays the reconciliation amount in the currency that the cash flow was recorded in. | |



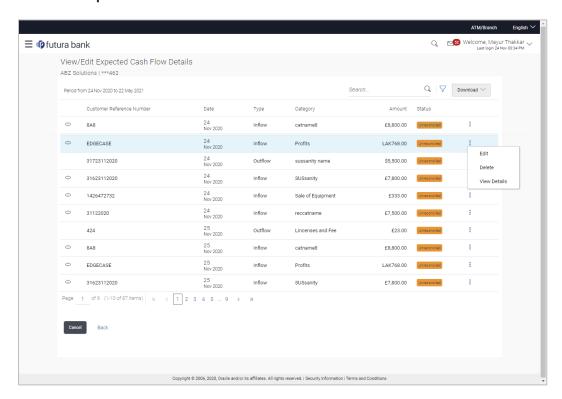
5.2.3 Edit Expected Cash Flow

How to reach here:

Dashboard > Toggle menu > Cash Management > Cash Flow > View/Edit Expected Cash Flow Details

To edit an expected cash flow transaction record:

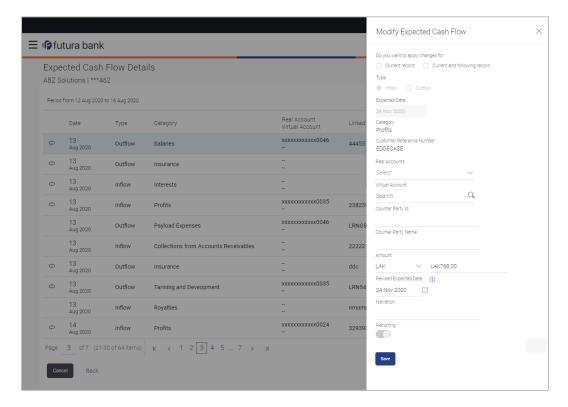
View/Edit Expected Cash Flow Details



- 1. In the **Expected Cash Flow Details** screen, click against the cash flow record to be edited.
- 2. Select the Edit option. The Modify Expected Cash Flow overlay window appears.



Modify Expected Cash Flow



| Field Name | Description |
|----------------------------------|---|
| Modify Expected Cash | Flow (overlay window) |
| Do you want to apply changes for | Indicates an option to apply the changes to the current record or the current and following records. |
| Туре | Displays whether the cash flow is an inflow or an outflow. This field is not editable. |
| Expected Date | Indicates the expected date of expected cash flow transaction. This field is editable. |
| Category | Displays the category of the cash flow transaction. This field is not editable. |
| Customer Reference
Number | Displays the customer's reference number for the transaction. This field is not editable. |
| Account | Indicates the account number of the corporate party for the expected cash flow transaction. This can be either the real account number or the International Bank Account Number (IBAN), based on the configuration set by the bank. This field is editable. |

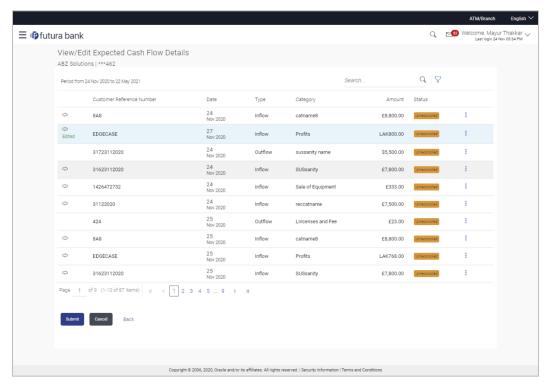


| Field Name | Description |
|--------------------------|--|
| Virtual Account | Indicates the virtual account of the corporate party for the expected cash flow transaction. The account number and name of the virtual account are displayed. This field is editable. |
| Counter Party ID | Displays the ID of the counter party associated with the transaction. This field is not editable. |
| Counter Party Name | Displays the name of the counter party associated with the transaction. This field is not editable. |
| Amount | Indicates the amount of the expected cash flow transaction. This field is editable. |
| Currency | Indicates the currency for the expected cash flow transaction. This field is editable. |
| Revised Expected
Date | Indicates the revised date when the transaction is expected to occur. This field is editable. |
| Narration | Indicates the narration of the expected cash flow transaction. This field is editable. |
| Recurring | Indicates if the expected cash flow transaction is a recurring one or not. This field is editable. |

- 3. Modify the required details.
- 4. Click **Save**. The record appears in the list with the 'Edited' indicator against it.
 - a. To revert the changes made, click against the edited record and select **Undo**.



Edited Cash Flow Record



Click Submit to submit all changes made. The Review screen appears.

OR

Click Cancel to cancel all changes made.

OR

Click Back to go to the previous screen.

In the Review screen, verify the details and click Confirm to confirm all changes made. A
Confirmation message appears, with the reference number and status of the transaction.
OR

Click Cancel to cancel the submission.

OR

Click **Back** to go to the previous screen.

7. In the Confirmation screen, click the link provided to view the status of the modified expected cash flow records. The cash flow records that have been modified appear with their current status, in the **Cash Flow Details** overlay window.

Click $\underline{\text{Create Expected Cash Flow}}$ to create another cash flow transaction record. OR

Click <u>View/Edit Expected Cash Flow Details</u> to view a list of expected cash flow transaction records that have been created.

OR

OR

Click View Cash Flow Forecasting to view the forecasting details.



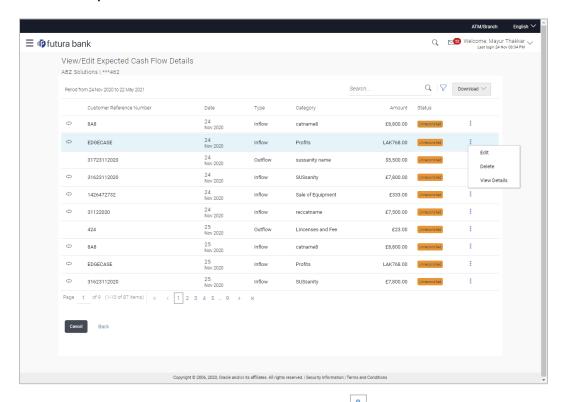
5.2.4 Delete Expected Cash Flow

How to reach here:

Dashboard > Toggle menu > Cash Management > Cash Flow > View/Edit Expected Cash Flow Details

To delete an expected cash flow transaction record:

View/Edit Expected Cash Flow Details



- 1. In the **Expected Cash Flow Details** screen, click against the cash flow record to be deleted.
- 2. Select the **Delete** option. The **Delete** pop-up window appears.
 - a. For a recurring cash flow transaction record, select whether the deletion is only for the 'Current record' or for 'Current and following record'.
- Click Yes. The record appears in the list with the 'Deleted' indicator against it. OR

Click No to cancel the deletion.

- a. To undo the deletion, click against the deleted record and select **Undo.**
- 4. Click **Submit** to submit all changes made. The Review screen appears.

OR

Click Cancel to cancel all changes made.

OR

Click Back to go to the previous screen.



In the Review screen, verify the details and click **Confirm** to confirm all changes made. A
Confirmation message appears, with the reference number and status of the transaction.
OR

Click Cancel to cancel the submission.

OR

Click Back to go to the previous screen.

6. In the Confirmation screen, click the link provided to view the status of the modified expected cash flow records. The cash flow records that have been modified appear with their current status, in the **Cash Flow Details** overlay window.

Click Create Expected Cash Flow to create another cash flow transaction record. OR

Click <u>View/Edit Expected Cash Flow Details</u> to view a list of expected cash flow transaction records that have been created.

OR

Click <u>View Cash Flow Forecasting</u> to view the forecasting details.

Home



6. Collections

Several corporates, such as retail stores, have a huge inflow of physical cash/cheques on a daily basis. This has to be deposited in the corporate's bank account(s) on a regular basis. The corporate can either arrange for the cash/cheques to be deposited at a branch or opt for the pick-up service, where a bank representative collects the cash/cheques and makes the deposit on behalf of the corporate.

The Collections services offered by the bank enable the corporate user to enter the details of the cash/cheque being deposited.

Pre-Requisites:

Transaction access is provided to the corporate user.

6.1 Cash Deposits

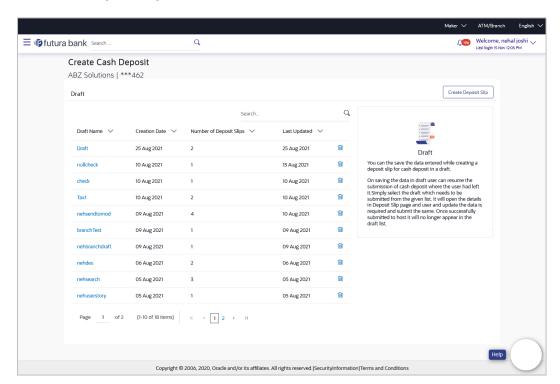
6.1.1 Create Cash Deposit

Using this screen, you can enter the details of the physical cash being deposited into the corporate's account. Once you enter the cash details, you can also save the entry as a draft, to resume later.

How to reach here:

Dashboard > Toggle menu > Cash Management > Collections > Cash Deposit

To create a deposit slip:





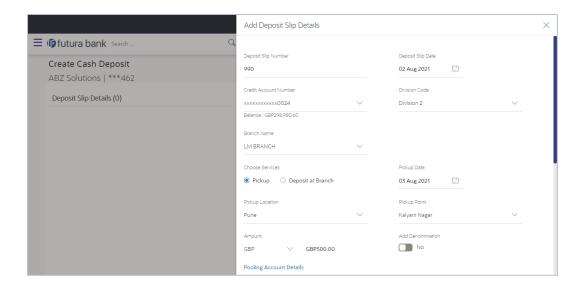
Field Description

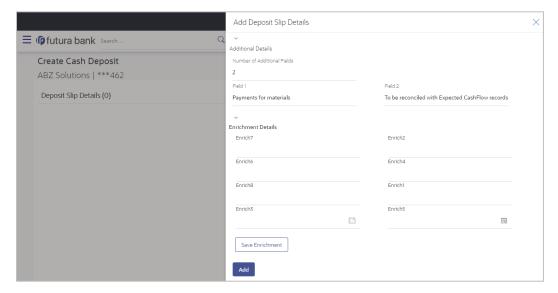
| Field Name | Description |
|---|--|
| Create Cash Deposit | |
| Party Name & ID | Displays the name and ID of the logged-in corporate party. |
| Draft | |
| A list of cash deposit entries saved as drafts is displayed, with the following fields. | |
| Search | Indicates an option to search for specific cash deposit draft record. Enter the partial or complete draft name, or reference number, or creation date, or last updated date, to view matching records. |
| | The search results appear as you type the search string. |
| Draft Name | Displays the name that has been used to save the cash deposit draft. This is a hyperlink which when clicked enables you to edit the draft. |
| Creation Date | Displays the date of creation of the cash deposit draft record. |
| Number of Deposit
Slips | Displays the number of deposit slips present in the cash deposit draft record. |
| Last Updated | Displays the date when the cash deposit draft record was last updated. |
| Î | Indicates an option to delete the cash deposit draft record. On clicking this icon, a pop-up window appears requiring you to confirm the deletion. |

^{1.} In the **Create Cash Deposit** screen, click **Create Deposit Slip** to create a new deposit slip. The **Add Deposit Slip Details** overlay window appears.

Note: If you have previously saved the deposit slip as a draft, then click the required link under **Draft Name**, to continue the creation process.







| Field Name | Description | |
|---|--|--|
| Add Deposit Slip Details (overlay window) | | |
| Deposit Slip Number | Enter a unique number for the cash deposit slip. | |
| Deposit Slip Date | Select the date of creation of the cash deposit slip. This date must be greater than or equal to the current date. | |



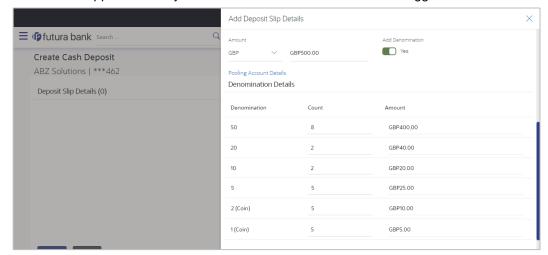
| Field Name | Description |
|--------------------------|---|
| Credit Account
Number | Select the account number for crediting the cash. The dropdown list either displays the real account numbers or the International Bank Account Number (IBAN), based on the configuration set by the bank. Once you select an account number, the currency and balance of that specific account automatically appear below the account number. |
| | If an account number is not provided in this field, then the same is picked up from the pooling details maintained. Click the Pooling Account Details link in the overlay window, to view these. However, if pooling details are not maintained, then it is mandatory to provide an account number here. |
| Division Code | Select the relevant division code. You must select a value in this field, if division code is mandatorily required as per enrichment set up for the corporate party. |
| Branch Name | Select the branch where the cash needs to be deposited. |
| Choose Services | Select the service to be used for depositing the cash. The options are: |
| | Pickup – This option is available for selection only if the
corporate is registered for the pick-up service. |
| | Deposit at Branch – The corporate must make their own
arrangements to deliver the cash at the branch for depositing. |
| Pickup Date | Select a date for the bank to pick up the cash. This field appears when you select the Pickup option in the Choose Services field. |
| Pickup Location | Select the location from where the bank must pick-up the cash. This field appears when you select the Pickup option in the Choose Services field. |
| Pickup Point | Select the required pick-up point. This field appears when you select the Pickup option in the Choose Services field. |
| Deposit Date | Select the date on which the cash will be deposited at the selected branch. This field appears when you select the Deposit at Branch option in the Choose Services field. |
| Depositor Name | Enter the name of the depositor who will be depositing the cash at the selected branch. This field appears when you select the Deposit at Branch option in the Choose Services field. |
| Contact Number | Enter the contact number of the depositor. This field appears when you select the Deposit at Branch option in the Choose Services field. |
| ld Proof Type | Enter the type of ID proof that the depositor will be carrying along when depositing the cash at the selected branch. This field appears when you select the Deposit at Branch option in the Choose Services field. |



| Field Name | Description |
|------------------|--|
| Id Proof Detail | Enter the unique ID/number of the ID proof of the depositor. This field appears when you select the Deposit at Branch option in the Choose Services field. |
| Amount | Select the currency and enter the amount to be deposited. |
| Add Denomination | Switch this toggle ON to enter the denomination of the cash to be deposited. The Denomination Details section appears. The denominations appear based on the selected currency. |

Denomination Details

This section appears when you switch on the **Add Denomination** toggle.



| Denomination | Displays the various denominations available for the selected currency. |
|----------------------------|--|
| Count | Enter the number of leaves for each denomination. |
| Amount | Displays the total amount for each denomination, based on the value entered in the Count column. The total amount of all denominations should be equal to the total cash being deposited under the specific deposit slip. |
| Pooling Account
Details | This is a hyperlink which when clicked displays a pop-up window with the pooling level details fetched from the host. |



Field Name

Description

| Basis of Amount Credit Deposit Slip Level | Percentage Pooling Yes |
|--|------------------------|
| | Percentage |
| | 25% |
| | 25% |
| | 25% |
| | 25% |
| | |

| Pooling Level | Displays the pooling level set at the host. |
|---------------|---|
|---------------|---|

Basis of Amount Credit

Displays the level at which pooling will be applied to the cash being

deposited.

Percentage Pooling

Displays whether or not percentage pooling is applicable.

Pooling Account Number

Displays the account numbers that the cash must be credited to. The list either displays the real account numbers or the International Bank Account Number (IBAN), based on the configuration set by

the bank.

Percentage

Displays the percentage of cash being deposited in each account.

Additional Details

This section is provided to enable you to capture additional data regarding the cash deposit record, if required. You can decide the number of fields required and enter the information in the fields accordingly.

Fields

Number of Additional Enter the number of fields required for adding details. Once you add a number, those many data entry fields appear. The maximum value

that is allowed in this field is 10.

Field 1 - Field 10

Enter the additional details in the data entry fields. A maximum of 10 fields can be present.

Enrichment Details

You can use this section to add enrichment information that must be associated with the cash deposit record, for easy identification in future. The number of fields, their types, and whether they should be mandatory or optional during entry, are configured in the enrichment set up by the bank.



2. Once you enter the required details, click Save Enrichment.

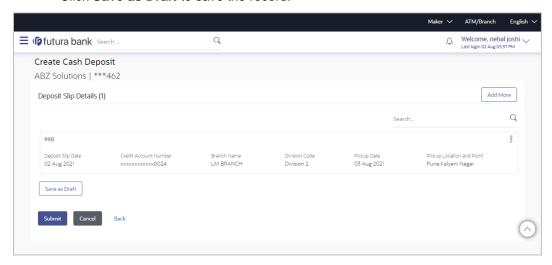
A record entry with the enrichment details appears, with options to edit or delete it.

- To edit the enrichment details, click $^{ extstyle e$
- To delete the enrichment details, click

3. Click Add.

The record appears in the **Deposit Slip Details** list in the **Create Cash Deposit** screen. In this screen, you can take one of the following actions on the record:

- Click to edit or delete the record.
- Click Save as Draft to save the record.



Click Submit to submit the record. The Review screen appears.

ΛR

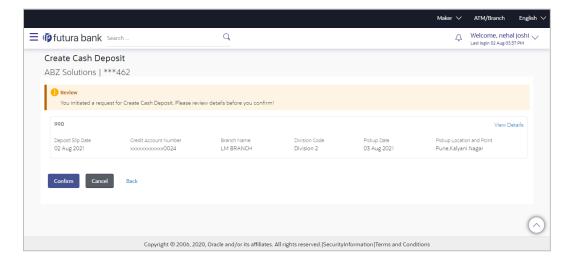
Click Cancel to cancel the transaction.

OR

Click Back to go to the previous screen.

OR

Click Add More to add another cash deposit slip for submission.





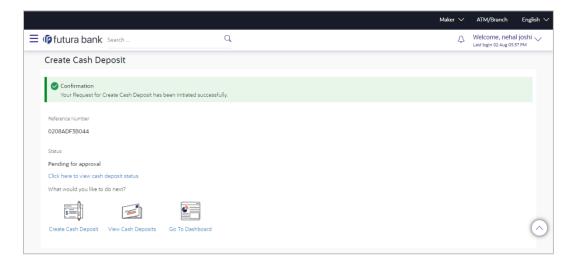
5. In the Review screen, click the <u>View Details</u> link beside each record, verify the details, and click **Confirm**. A confirmation screen appears with the reference ID and status of the transaction.

OR

Click Cancel to cancel the transaction.

OR

Click Back to go to the previous screen.



6. Click the <u>Click here to view cash deposit details</u> link to view the details of the cash deposit record that has been created.

OR

Click the **Create Cash Deposit** link to create further cash deposit records.

OR

Click the <u>View Cash Deposits</u> link to view the existing cash deposit records.

ΛR

Click the **Go To Dashboard** link to go to the dashboard.



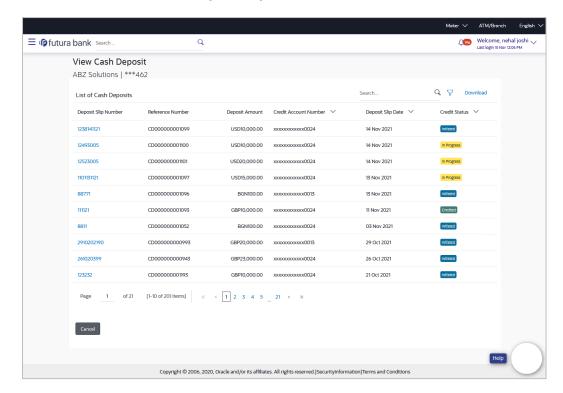
6.1.2 View Cash Deposit

Using this screen, you can view the details of the cash deposit records that have been created.

How to reach here:

Dashboard > Toggle menu > Cash Management > Collections > View Cash Deposits

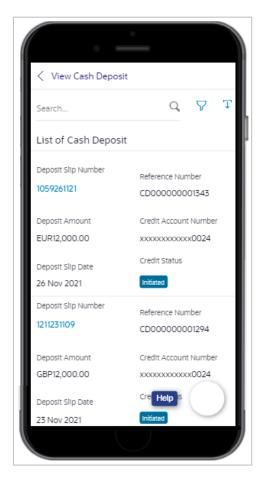
To view the details of cash deposit slips:





View Cash Deposit (on mobile device)

You can view the list of cash deposit records on a mobile device as well.



Field Description

View Cash Collections

Party Name & ID Displays the name and ID of the logged-in corporate party.

List of Cash Deposits

This section displays a list of existing cash deposit records. You can search for specific records using the search field, and narrow the results down using the filter (∇) options. You can also download the list in CSV format.

Deposit Slip Number Displays the reference number of the deposit slip assigned during

creation. This is a hyperlink which when clicked displays the details of the cash deposit slip record. For more information on the details displayed, refer the <u>View Cash Deposit Details</u> section below.

refer the view dash beposit betails section below.

Reference Number Displays the reference number of the deposit slip fetched from the host.



| • |
|---|
| Displays the currency and amount of the deposit. |
| Displays the account number in masked format, which has been credited
by the cash deposit. This can be either the real account number or the
International Bank Account Number (IBAN), based on the configuration
set by the bank. |
| Displays the date on the deposit slip. |
| Displays the status of the credit. |
| [

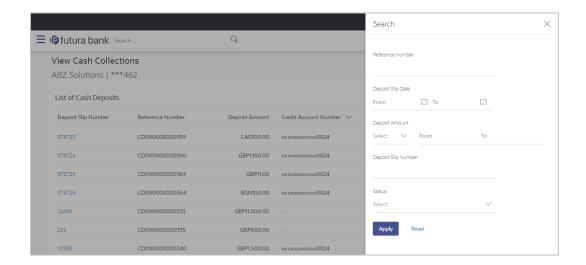
 |

- 1. In the **View Cash Collections** screen, you can do one of the following:
 - To search for specific cash deposits, in the Search field, enter the partial or complete deposit slip number / reference number / currency / credit account number. The matching results are dynamically displayed.
 - To filter the search results:
 - Click \(\frac{\fir}{\frac{\f{
 - o Enter the search criteria in the overlay window.
 - Click Apply to filter the cash deposit records.
 OR
 Click Reset to clear the entered search criteria.
 - Click **Download** to download the list of cash deposits in CSV format. In case you are viewing the cash deposit records on a mobile device, then click \$\frac{1}{2}\$ to download the list.
 - Click the link under Deposit Slip Number to view the details of a specific cash deposit record. The View Cash Deposit Details screen appears. For more information, refer the View Cash Deposit Details section below.
 - Click Cancel to go to the dashboard.



Search (overlay window)

This window appears when you click \bigvee in the **View Cash Collections** screen.

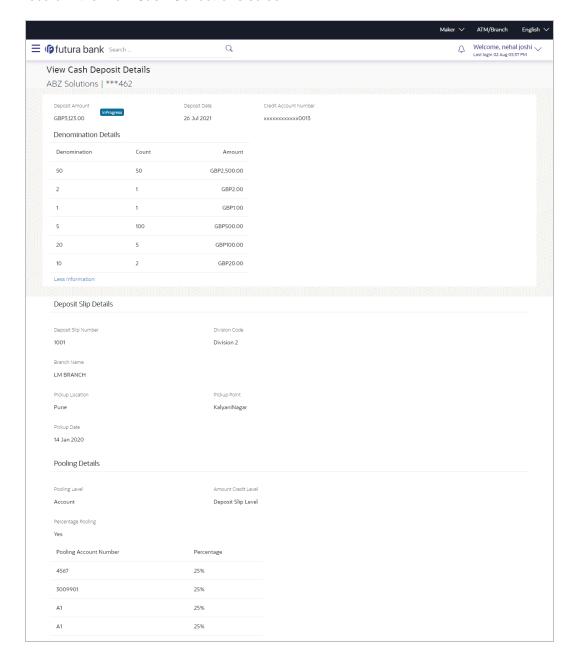


| Field Name | Description | |
|---|--|--|
| Search (overlay window) | | |
| Reference Number | Indicates an option to search for a cash deposit record based on the reference number. | |
| Deposit Slip Date
From - To | Indicates an option to search for cash deposit records based on a date range. | |
| Deposit Amount
Currency
From - To | Indicates an option to search for cash deposit records based on an amount range for a particular currency. | |
| Deposit Slip Number | Indicates an option to search for a cash deposit record based on the deposit slip number. | |
| Status | Indicates an option to search for cash deposit records based on status. The options available are: • Credited Failure | |
| | Credited Success | |

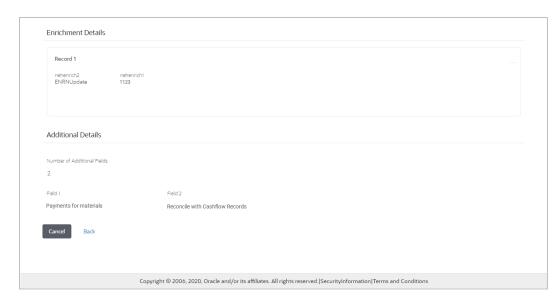


6.1.2.1 View Cash Deposit Details

This screen appears when you click the **Deposit Slip Number** link of a particular cash deposit record in the **View Cash Collections** screen.

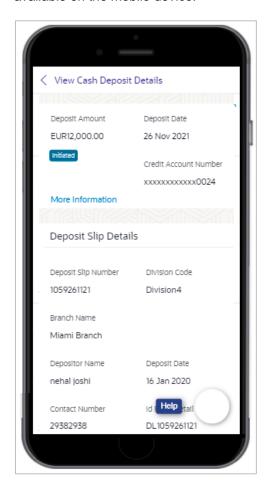






View Cash Deposit Details (on mobile device)

The **View Cash Deposit Details** screen can also be viewed on a mobile device. The features, data, tabs, hyperlinks, that are available on the web browser on desktop computers, are also available on the mobile device.





Field Description

Field Name Description

View Cash Deposit Details

Party Name & ID Displays the name and ID of the logged-in corporate party.

Deposit Amount Displays the deposit currency and amount.

Deposit Status The color-coded status of the deposit is displayed.

Deposit Date Displays the date of creation of the cash deposit slip.

Credit Account

Number

Displays the number of the account in masked format, into which the cash has been deposited. This can be either the real account number or the International Bank Account Number (IBAN), based

on the configuration set by the bank.

Denomination Details

You can view these details (if entered during deposit slip creation) on clicking the **More Information** link.

Denomination Displays the various denominations available for the selected

currency.

Count Displays the number of leaves for each denomination that has been

deposited.

Amount Displays the total amount for each denomination. The total amount

of all denominations is the total cash that has been deposited under

the specific deposit slip.

Deposit Slip Details

Deposit Slip Number Displays the unique number of the cash deposit slip.

Division Code Displays the assigned division code.

Branch Name Displays the branch where the cash has been deposited.

Pickup Location Displays the location of the cash pick-up. This field appears when

the pick-up option has been selected for the cash deposit.

Pickup Point Displays the point of the pick-up. This field appears when the pick-

up option has been selected for the cash deposit.

Pickup Date Displays the date of the pick-up. This field appears when the pick-

up option has been selected for the cash deposit.

Depositor Name Displays the name of the depositor. This field appears when the

deposit at branch option has been selected for the cash deposit.

Contact Number Displays the contact number of the depositor. This field appears

when the deposit at branch option has been selected for the cash

deposit.



| Field Name | Description |
|--------------------------|--|
| ld Proof Type | Displays the type of ID proof of the depositor. This field appears when the deposit at branch option has been selected for the cash deposit. |
| ld Proof Detail | Displays the unique ID/number of the ID proof of the depositor. This field appears when the deposit at branch option has been selected for the cash deposit. |
| Pooling Details | |
| Pooling Level | Displays the pooling level set at the host. |
| Amount Credit Level | Displays the level at which pooling has been applied to the deposited cash. |
| Percentage Pooling | Displays whether or not percentage pooling is applicable. |
| If percentage pooling is | applicable, then a table is displayed with details of the percentage |

If percentage pooling is applicable, then a table is displayed with details of the percentage allotted to each pooling account.

| Pooling Account
Number | Displays the account number that the cash has been credited to. This can be either the real account number or the International Bank Account Number (IBAN), based on the configuration set by the bank. |
|---------------------------|---|
| Percentage | Displays the percentage of cash credited to the account. |

Enrichment Details

This section displays the additional information added as part of enrichment of data, for each deposit slip record.

Additional Details

This section displays the details entered for easy identification and reconciliation of the cash deposited.

| Number of Additional Fields | Displays the number of fields of additional details. |
|-----------------------------|--|
| Field 1 – Field 10 | Displays the additional details entered during cash deposit creation. The number of fields can range from 1 to 10. |



6.2 Cheques

6.2.1 <u>Create Cheque Deposit</u>

Using this screen, you can enter the details of the cheques being deposited into the corporate's account. Once you enter the cheque details, you can also save the entry as a draft, to resume later.

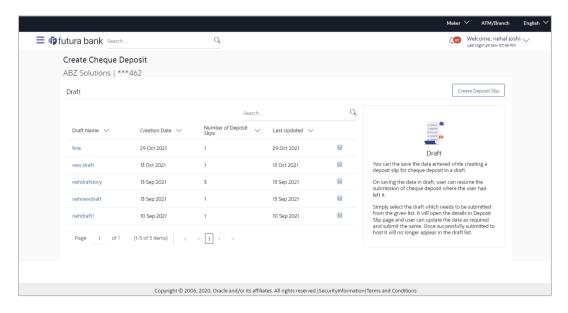
For creating a cheque deposit slip, there are two separate entries to be made:

- Add Deposit Slip Details It is mandatory to create a deposit slip for every deposit being made.
- Add Cheque Details You can link one or more cheques to a single deposit slip.

How to reach here:

Dashboard > Toggle menu > Cash Management > Collections > Cheque Deposit

To create a deposit slip and add cheques to it:



Field Description

| Field Name | Description |
|-----------------------|--|
| Create Cheque Deposit | |
| Party Name & ID | Displays the name and ID of the logged-in corporate party. |
| Draft | |

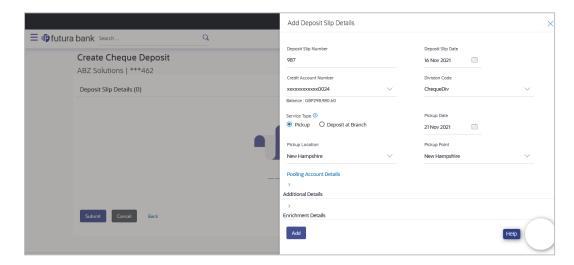
A list of cheque deposit entries saved as drafts is displayed, with the following fields.



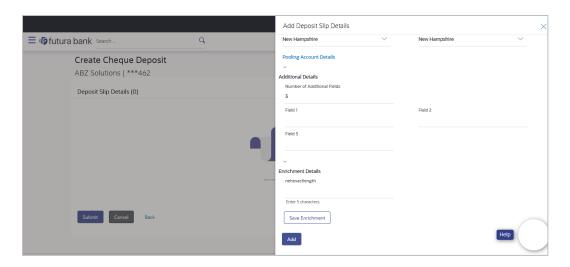
| Field Name | Description |
|----------------------------|---|
| Search | Indicates an option to search for specific cheque deposit drafts. Enter the partial or complete draft name, or reference number, or creation date, or last updated date, to view matching records. The search results appear as you type the search string. |
| Draft Name | Displays the name that has been used to save the cheque deposit draft. This is a hyperlink which when clicked enables you to edit the draft. |
| Creation Date | Displays the date of creation of the cheque deposit draft record. |
| Number of Deposit
Slips | Displays the number of deposit slips present in the cheque deposit draft record. |
| Last Updated | Displays the date when the cheque deposit draft record was last updated. |
| Î | Indicates an option to delete the cheque deposit draft record. On clicking this icon, a pop-up window appears requiring you to confirm the deletion. |

1. In the **Create Cheque Deposit** screen, click **Create Deposit Slip** to create a new deposit slip. The **Add Deposit Slip Details** overlay window appears.

Note: If you have previously saved the deposit slip as a draft, then click the required link under **Draft Name**, to continue the creation process.







Field Description

Field Name Description

Add Deposit Slip Details (overlay window)

Deposit Slip Number Enter a unique number for the cheque deposit slip.

Deposit Slip DateSelect the date of creation of the cheque deposit slip. This date must be greater than or equal to the current date.

be greater than or equal to the

Credit Account Number Select the account number for crediting the cheque amount. The dropdown list either displays the real account numbers or the International Bank Account Number (IBAN), based on the configuration set by the bank. Once you select an account number, the currency and balance of that specific account automatically appear below the account number.

If an account number is not provided in this field, then the same is picked up from the pooling details maintained. Click the **Pooling Account Details** link in the overlay window, to view these. However, if pooling details are not maintained, then it is mandatory to provide an account number here.

Division Code

Select the relevant division code. You must select a value in this field, if division code is mandatorily required as per enrichment set up for the corporate party.

Service Type

Select the service to be used for depositing the cheque. The options are:

- Pickup This option is available for selection only if the corporate is registered for the pick-up service.
- Deposit at Branch The corporate must make their own arrangements to deliver the cheque at the branch for depositing.

Pickup Date

Select a date for the bank to pick up the cheque. This field appears when you select the **Pickup** option in the **Service Type** field.



| Field Name | Description |
|-------------------------|--|
| Pickup Location | Select the location from where the bank must pick-up the cheque. This field appears when you select the Pickup option in the Service Type field. |
| Pickup Point | Select the required pick-up point. This field appears when you select the Pickup option in the Service Type field. |
| Pooling Account Details | This is a hyperlink which when clicked displays a pop-up window with the pooling level details fetched from the host. |

| Pooling Level Account | Basis of Amount Credit Deposit Slip Level | Percentage Pooling Yes |
|------------------------|--|------------------------|
| Pooling Account Number | | Percentage |
| 4567 | | 25% |
| 3009901 | | 25% |
| A1 | | 25% |
| A1 | | 25% |
| | | |

| Pooling Level | Displays the pooling level set at the host. |
|---------------------------|---|
| Basis of Amount
Credit | Displays the level at which pooling will be applied to the cheque amount. |
| Percentage Pooling | Displays whether or not percentage pooling is applicable. |
| Pooling Account
Number | Displays the account numbers that the cheque amount must be credited to. The list either displays the real account numbers or the International Bank Account Number (IBAN), based on the configuration set by the bank. |
| Percentage | Displays the percentage of cash being deposited in each account. |

Additional Details

This section is provided to enable you to capture additional data regarding the cheque deposit record, if required. You can decide the number of fields required and enter the information in the fields accordingly.

| Number of Additional | Enter the number of fields required for adding details. Once you add |
|----------------------|---|
| Fields | a number, those many data entry fields appear. The maximum value that is allowed in this field is 10. |



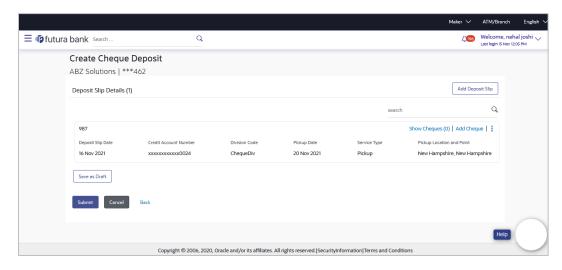
| Field Name | Description |
|--------------------|---|
| Field 1 – Field 10 | Enter the additional details in the data entry fields. A maximum of 10 fields can be present. |

Enrichment Details

You can use this section to add enrichment information that must be associated with the cheque being deposited. The number and types of fields available in this section depend on what has been set up for the corporate, by the bank.

- Once you enter the required details, click Save Enrichment.
 A record entry with the enrichment details appears, with options to edit or delete it.
 - To edit the enrichment details, click $^{ extstyle e$
 - ullet To delete the enrichment details, click $\widehat{\mathbb{H}}$.
- 3. Click Add. The record appears in the **Deposit Slip Details** list in the **Create Cheque Deposit** screen.
 - To edit or delete the deposit slip record, you can click and select the relevant option.
 - Click Save as Draft to save the entered values and resume at a later point in time.

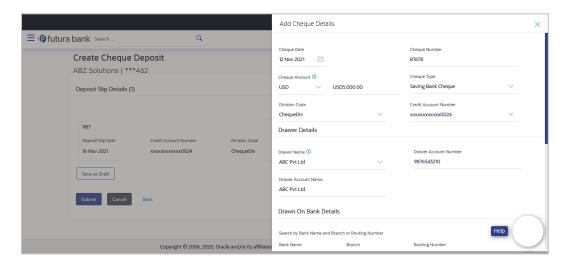
On Adding the Deposit Slip

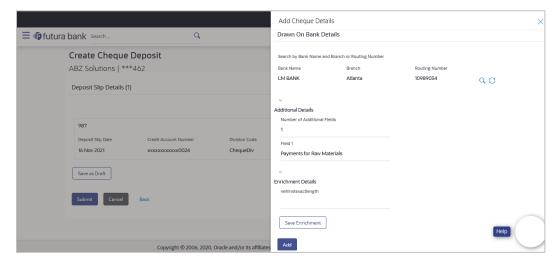


4. Click the <u>Add Cheque</u> link in the deposit slip record, to add cheques details to it. The **Add Cheque Details** overlay window appears.



Add Cheque Details (overlay window)





| Field Name | Description |
|-------------------------------------|--|
| Add Cheque Details (overlay window) | |
| Cheque Date | Enter the date of the cheque. |
| Cheque Number | Enter the unique number of the cheque. |
| Cheque Amount | Select the cheque currency and enter the amount. |
| Cheque Type | Select the type of cheque being deposited. |
| Division Code | Select the relevant division code. You must select a value in this field, if division code is mandatorily required as per enrichment set up for the corporate party. |

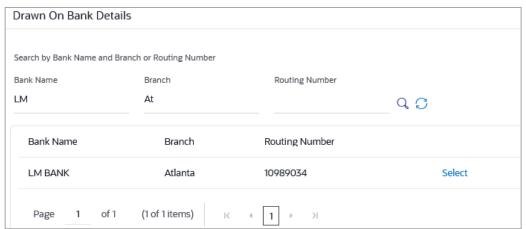


| Field Name | Description |
|--------------------------|--|
| Credit Account
Number | Select the account where the cheque needs to be deposited. The dropdown list either displays the real account numbers or the International Bank Account Number (IBAN), based on the configuration set by the bank. |
| Drawer Details | |
| Drawer Name | Select the name of the drawer of the cheque. |
| Drawer Account
Number | Enter the account number of the drawer of the cheque. You can either enter the real account number or the International Bank Account Number (IBAN), based on the configuration set by the bank. |

Drawer Account Name Enter the name on the account of the drawer of the cheque.

Drawn on Bank Details

This section enables you to search and select the drawn on bank details, by entering the partial or full bank and branch names or the routing number, and clicking $^{\mathbb{Q}}$. To reset the values entered, click $^{\mathbb{Q}}$.



| Bank Name | Enter the partial or full bank name, on which the cheque has been drawn. This field should be used in conjunction with the branch field for the search. |
|----------------|---|
| | The search results appear as you type the search string. |
| Branch | Enter the partial or full branch name, on which the cheque has been drawn. This field should be used in conjunction with the bank field for the search. |
| | The search results appear as you type the search string. |
| Routing Number | Enter the partial or full routing number to search for the bank on which the cheque has been drawn. |
| | The search results appear as you type the search string. |



| Field Name | Description |
|------------|---|
| Q | Click this icon to search for the bank on which the cheque has been drawn, after entering the search string(s). A list of matching bank names with their details appears. Click the <u>Select</u> link beside the required bank record. The selected bank record appears in the Drawn on Bank Details section. |
| O | Click this icon to reset the search string(s) entered. |

Additional Details

This section is provided to enable you to capture additional data regarding the cheque, if required. For example, you can enter details for easy identification and reconciliation of the cheque being deposited.

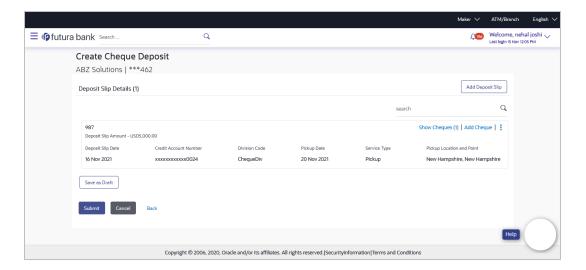
| Number of Additional Fields | Enter the number of fields required for adding details. Once you add a number, those many data entry fields appear. The maximum value that is allowed in this field is 10. |
|-----------------------------|--|
| Field 1 – Field 10 | Enter the additional details in the data entry fields. A maximum of 10 fields can be present. |

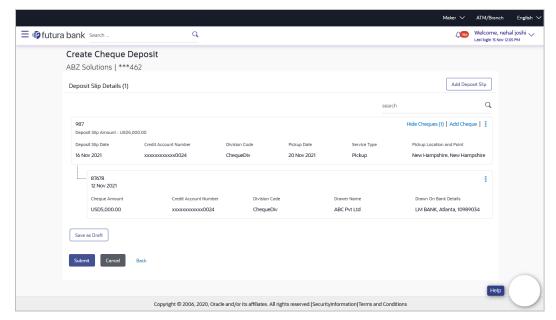
Enrichment Details

You can use this section to add enrichment information that must be associated with the cheque deposit record, for easy identification in future. The number of fields, their types, and whether they should be mandatory or optional during entry, are configured in the enrichment set up by the bank.

- 5. Once you enter the required details, click **Save Enrichment**.
- 6. Click Add. The cheque details are added to the deposit slip.
 - To add another cheque record, click the **Add Cheque** link.
 - To view the details of the cheques added, click the **Show Cheques** link. The number beside the link denotes the number of cheques added to the deposit slip.
 - To edit or delete the deposit slip, click ⁸.
 - To add another deposit slip to the transaction, click Add Deposit Slip.
 - Click Save as Draft to save the entered details and resume at a later point in time.







7. Click **Submit** to submit the record. The Review screen appears.

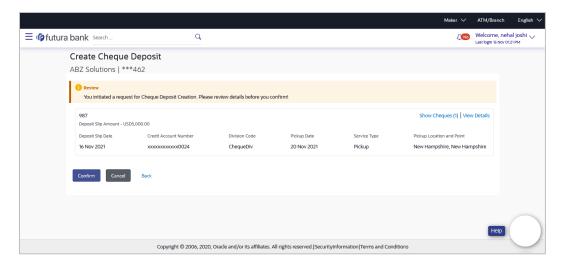
OR

Click Cancel to cancel the transaction.

OR

Click Back to go to the previous screen.





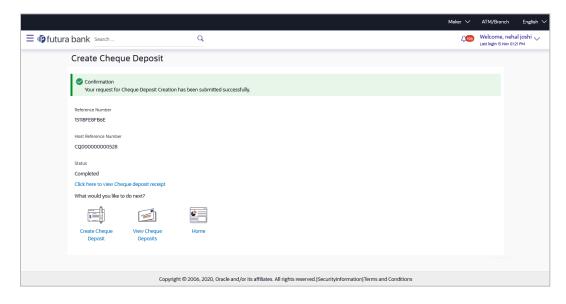
8. In the Review screen, click the <u>View Details</u> link beside each record, verify the details, and click **Confirm**. A confirmation screen appears with the reference ID and status of the transaction.

OR

Click Cancel to cancel the transaction.

OR

Click Back to go to the previous screen.



 Click the <u>Click here to view Cheque deposit receipt</u> link to view the receipt of the cheque deposit.

OR

Click the **Create Cheque Deposit** link to create further cheque deposit records.

OR

Click the <u>View Cheque Deposits</u> link to view the existing cheque deposit records.

OR

Click the **Home** link to go to the dashboard.



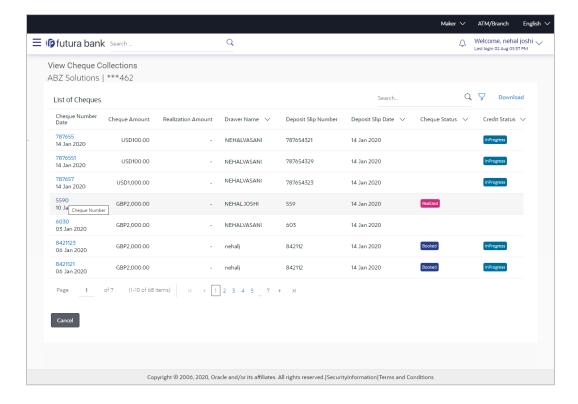
6.2.2 View Cheque Deposit

Using this screen, you can view the details of existing cheques collection records.

How to reach here:

Dashboard > Toggle menu > Cash Management > Collections > View Cheque Deposits

To view the details of cheque collection:





View Cheque Deposit (on mobile device)

The **View Cheque Collections** screen can also be viewed on a mobile device. The features, data, search filters, hyperlinks, download option, and so on that are available on the web browser on desktop computers, are also available on the mobile device.



Field Description

| Field Name | Description |
|------------|-------------|
|------------|-------------|

View Cheque Collections

Party Name & ID Displays the name and ID of the logged-in corporate party.

List of Cheques

This section displays a list of existing cheque deposit records. You can search for specific records using the search field, and narrow the results down using the filter (∇) options. You can also download the list in CSV format.

Cheque Number Date

Displays the unique number of the cheque. This is a hyperlink which when clicked displays the details of the cheque. For more information on the details displayed, refer the <u>View Cheque Collection Details</u> section below.

Also displays the date of issue of the cheque.



| Field Name | Description |
|---------------------|---|
| Cheque Amount | Displays the amount for which the cheque has been drawn. |
| Realization Amount | Displays the cheque amount that has been realized. |
| Drawer Name | Displays the name of the party that has issued the cheque. |
| Deposit Slip Number | Displays the reference number of the deposit slip created when depositing the cheque. |
| Deposit Slip Date | Displays the date on the deposit slip. |
| Cheque Status | Displays the status of the cheque. |
| Credit Status | Displays the status of the cheque amount credit. |

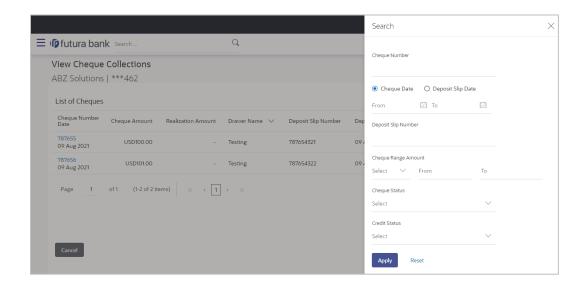
1. In the View Cheque Collections screen, you can do one of the following:

- To search for specific cheque deposits, in the Search field, enter the partial or complete cheque number / cheque amount / drawer name / deposit slip number. The matching results are dynamically displayed.
- To filter the search results:
 - o Click √. The **Search** overlay window appears. For more information on the fields in this overlay window, refer the **Search** (overlay window) section below.
 - o Enter the search criteria in the overlay window.
 - Click Apply to filter the cheque deposit records.
 OR
 Click Reset to clear the entered search criteria.
- Click **Download** to download the list of cheque deposits in CSV format.
- Click the link under Cheque Number to view the details of a specific cheque deposit record. The View Cheque Collection Details screen appears. For more information, refer the View Cheque Collection Details section below.
- Click Cancel to go to the dashboard.



Search (overlay window)

This window appears when you click \overline{V} in the **View Cheque Collections** screen.

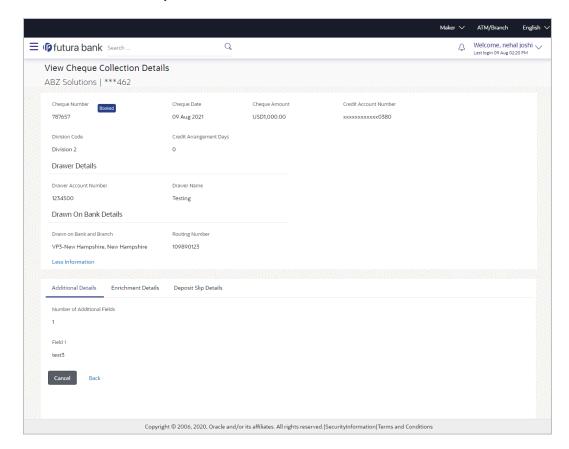


| Field Name | Description | |
|---|--|--|
| Search (overlay window) | | |
| Cheque Number | Indicates an option to search for a cheque deposit record based on the cheque number. | |
| Cheque Date
From - To | Indicates an option to search for cheque deposit records based on a date range, within which the cheques were issued. | |
| Deposit Slip Date
From - To | Indicates an option to search for cheque deposit records based on a date range, within which the deposit slips were created. | |
| Deposit Slip Number | Indicates an option to search for a cheque deposit record based on the deposit slip number. | |
| Cheque Range
Amount
Currency
From - To | Indicates an option to search for cheque deposit records based on an amount range for a particular currency. | |
| Cheque Status | Indicates an option to search for cheques in a particular status. | |
| Credit Status | Indicates an option to search for cheque deposit records based on the credit status. | |



6.2.2.1 <u>View Cheque Collection Details</u>

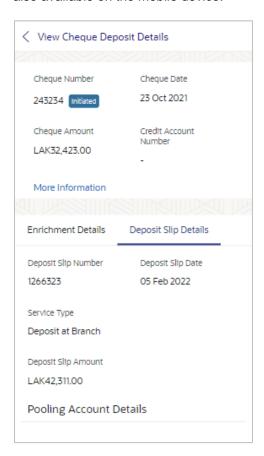
This screen appears when you click the **Cheque Number** link of a particular cheque deposit record in the **View Cheque Collections** screen.





View Cheque Details (on mobile device)

The **View Cheque Collection Details** screen can also be viewed on a mobile device. The features, data, tabs, hyperlinks, that are available on the web browser on desktop computers, are also available on the mobile device.



| Field Name | Description | |
|--------------------------------|---|--|
| View Cheque Collection Details | | |
| Party Name & ID | Displays the name and ID of the logged-in corporate party. | |
| Cheque Number | Displays the unique cheque number. | |
| <cheque status=""></cheque> | Displays the status of the cheque. | |
| Cheque Date | Displays the date when the cheque has been drawn. | |
| Cheque Amount | Displays the amount for which the cheque has been drawn. | |
| Credit Account
Number | Displays the account number to credit the cheque amount to. This can be either the real account number or the International Bank Account Number (IBAN), based on the configuration set by the bank. | |



| Field Name | Description |
|------------|-------------|
|------------|-------------|

The following fields are displayed when you click the **More Information** link.

Division Code Displays the division code.

Credit Arrangement

Days

Displays the number of days after depositing the cheque when the funds will be credited to the customer's account, even if the cheque

has not yet been cleared.

Drawer Details

Drawer Account

Number

Displays the account number of the drawer (issuing party) of the cheque. This can be either the real account number or the International Bank Account Number (IBAN), based on the

configuration set by the bank.

Drawer Name Displays the name of the drawer of the cheque.

Drawn On Bank Details

Drawn on Bank and

Branch

Displays the name of the bank and branch from where the cheque

has been drawn.

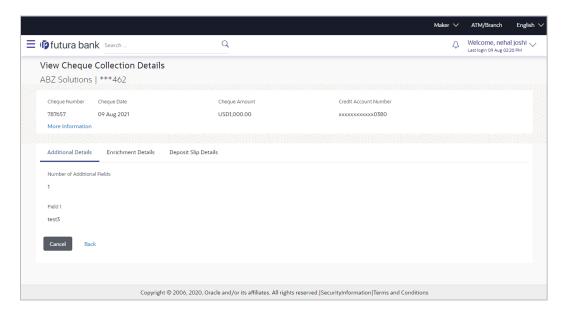
Routing Number Displays the unique identification code of the bank that the cheque

has been drawn on.

The following tabs are present in the View Cheque Collection Details screen:

- Additional Details
- Enrichment Details
- Deposit Slip Details

Additional Details tab





Field Description

Field Name Description

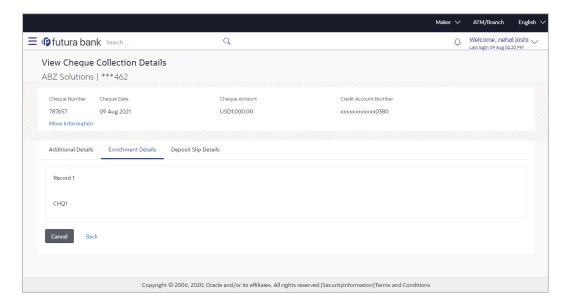
Additional Details

This tab displays information that can be useful for the identification and/or reconciliation of the cheques payment.

Number of Additional Displays the number of additional fields entered. **Fields**

Field 1 – Field 10 Displays that many number of additional fields, along with their respective values, as indicated by the number above.

Enrichment Details tab



Field Description

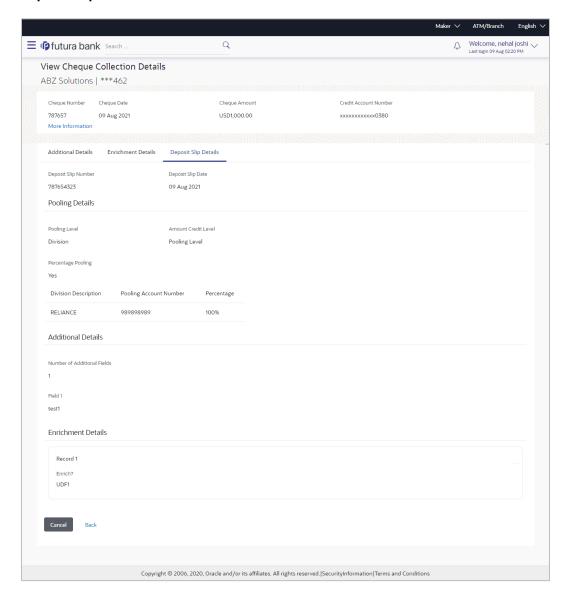
Field Name Description

Enrichment Details

This section displays the enrichment details associated with the cheque deposited. The number and types of fields available in this section depend on the settings maintained by the bank.



Deposit Slip Details tab



| Field Name | Description |
|----------------------|---|
| Deposit Slip Details | |
| Deposit Slip Number | Displays the number of additional fields entered. |
| Deposit Slip Date | Displays that many number of additional fields, along with their respective values, as indicated by the number above. |
| Pooling Details | |
| Pooling Level | Displays the pooling level set at the host. |



| Field Name | Description | |
|---|--|--|
| Amount Credit Level | Displays the level at which pooling has been applied to the deposited cheque. | |
| Percentage Pooling | Displays whether or not percentage pooling is applicable. | |
| If percentage pooling is applicable, then a table is displayed with details of the percentage allotted to each pooling account. | | |
| Division Description | Displays the description of the pooling level. | |
| Pooling Account
Number | Displays the account number that the cheque amount has been credited to. This can be either the real account number or the International Bank Account Number (IBAN), based on the configuration set by the bank. | |
| Percentage | Displays the percentage of the cheque amount allotted to the pooling account. | |

Additional Details

This section displays the details entered for easy identification and reconciliation of the cheque deposited.

Enrichment Details

This section displays the additional information added as part of enrichment of data, for the cheque deposited.



6.3 Cash Withdrawal

A corporate user, based on their access rights, can create cash withdrawal requests. The cash can either be collected from the branch or delivered to the address maintained for the party. Specific denominations can also be requested.

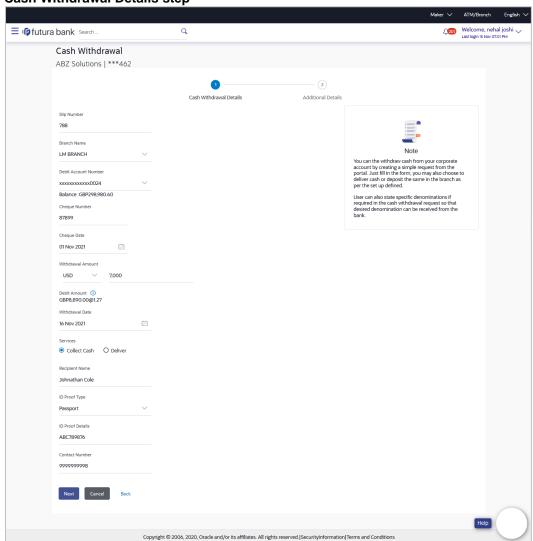
6.3.1 Create Cash Withdrawal

How to reach here:

Dashboard > Toggle menu > Cash Management > Collections > Create Cash Withdrawal

To create a cash withdrawal request:

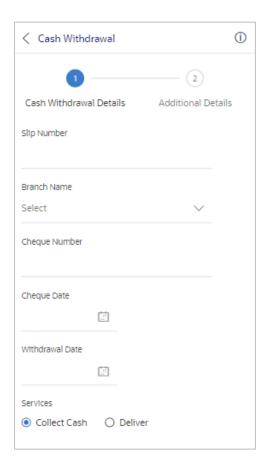
Cash Withdrawal Details step





Cash Withdrawal (on mobile device)

The **Create Cash Withdrawal** transaction is also available on a mobile device. The features, validations, links, steps, and transaction aspects available on web browsers on desktop computers are also available on the mobile device.



| Field Name | Description | |
|------------------------------|---|--|
| Cash Withdrawal | | |
| Party Name & ID | Displays the name and ID of the logged-in corporate party. | |
| Cash Withdrawal Details step | | |
| Slip Number | Enter the withdrawal slip number. | |
| Branch Name | Select the branch to withdraw cash from. | |
| Debit Account
Number | Select the account to withdraw the cash from. The dropdown list either displays the real account numbers or the International Bank Account Number (IBAN), based on the configuration set by the bank. Once you select an account number, the Balance field appears along with the currency and the balance amount. | |



| Field Name | Description |
|-------------------|--|
| Cheque Number | Enter the cheque number if a cheque is being issued to withdraw cash. |
| Cheque Date | Click the calendar icon and select the date of issue of the cheque. |
| Withdrawal Amount | Select the currency and enter the amount to withdraw. |
| Debit Amount | Displays the currency and amount that is being debited from the account selected in the Debit Account Number field. It also displays the exchange rate between the withdrawal amount currency and debit account currency. |
| Withdrawal Date | Click the calendar icon and select the date of cash withdrawal. |
| Services | Select whether the cash is to be collected from the branch or delivered to the party. If you select the Collect Cash option then you must enter the recipient's details in the fields that follow. If you select the Deliver option, then you must select the delivery location in the field that follows. |
| Recipient Name | Enter the name of the recipient who is to collect the cash from the branch. This field appears if you select the Collect Cash option from the Services field. |
| ID Proof Type | Select the type of ID proof document that the recipient is to produce when collecting the cash from the branch. This field appears if you select the Collect Cash option from the Services field. |
| ID Proof Details | Enter the unique identifier number of the selected ID proof document. This field appears if you select the Collect Cash option from the Services field. |
| Contact Number | Enter the contact number of the recipient. This field appears if you select the Collect Cash option from the Services field. |
| Delivery Point | Select the location to deliver the cash. This field appears if you select the Deliver option from the Services field. |

- 1. In the **Cash Withdrawal** screen, enter the required withdrawal details in the **Cash Withdrawal Details** step.
- 2. Click **Next** to go to the **Additional Details** step.

OR

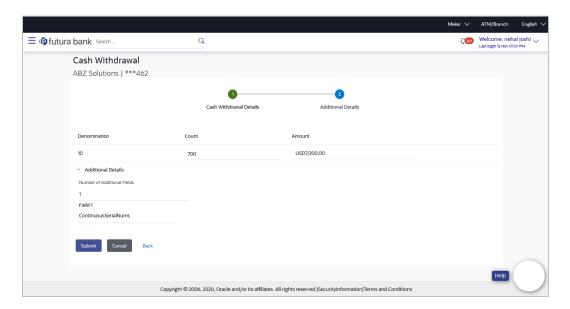
Click Cancel to cancel the transaction.

OR

Click **Back** to go to the dashboard.



Additional Details step



Field Description

| Field Name | Description | |
|-----------------------------|--|--|
| Cash Withdrawal | | |
| Party Name & ID | Displays the name and ID of the logged-in corporate party. | |
| Additional Details step | | |
| Denomination | Displays the available denomination for withdrawal. | |
| Count | Enter the number of leaves of the denomination that are required. | |
| Amount | Displays the total amount for each denomination. This field is automatically updated when you enter the count. | |
| Additional Details | | |
| Number of Additional Fields | Enter the number of fields required for adding details. Once you add a number, those many data entry fields appear. The maximum value that is allowed in this field is 10. | |
| Field 1 – Field 10 | Enter the additional details in the data entry fields. A maximum of 10 fields can be present. | |

3. Once you enter the required details in the **Additional Details** step, click **Submit** to submit the transaction. The Review screen appears.

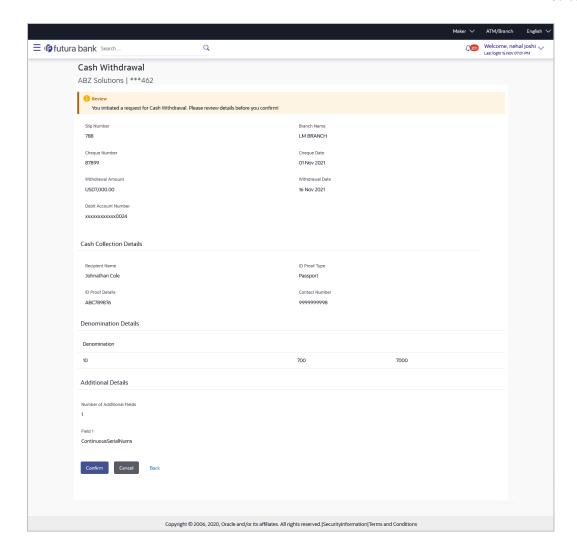
OR

Click Cancel to cancel the transaction.

OR

Click **Back** to go to the dashboard.





4. Review the details in the Review screen and click **Confirm**. A confirmation message appears with the transaction reference number and status.

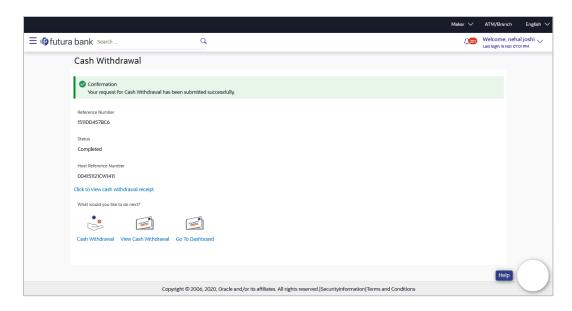
OR

Click Cancel to cancel the transaction.

OR

Click Back to go to the dashboard.





5. In the Confirmation screen, click the <u>Click to view cash withdrawal receipt</u> link to view the transaction details.

OR

Click **Cash Withdrawal** to create another cash withdrawal request.

OR

Click <u>View Cash Withdrawal</u> to view the existing cash withdrawal requests.

OR

Click **Go To Dashboard** to go to the main dashboard.

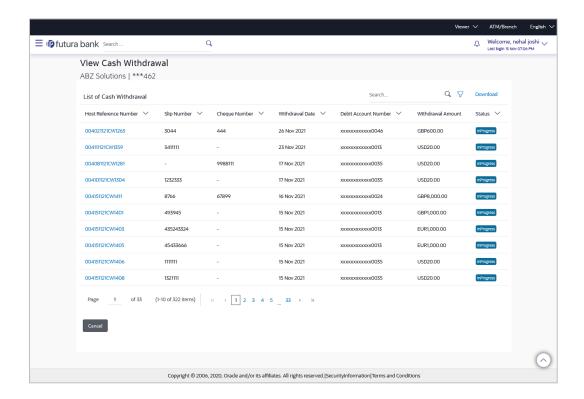


6.3.2 View Cash Withdrawal

How to reach here:

Dashboard > Toggle menu > Cash Management > Collections > View Cash Withdrawal

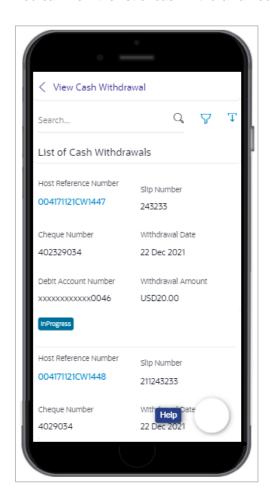
To view the cash withdrawal records:





View Cash Withdrawal (on mobile device)

You can view the list of cash withdrawal records on a mobile device as well.



Field Description

| Field Name | Description |
|------------|-------------|
|------------|-------------|

View Cash Withdrawal

Party Name & ID Displays the name and ID of the logged-in corporate party.

List of Cash Withdrawal

This section displays a list of existing cash withdrawal requests. You can search for specific records using the search field, and narrow the results down using the filter (∇) options. You can also download the list in CSV format.

| Host | Reference |
|------|-----------|
| Numl | oer |

Displays the unique reference number of the cash withdrawal request as a hyperlink. Click this link to view the details of the cash withdrawal request. For more information, refer the <u>View Cash Withdrawal Details</u> section below.

Slip Number Displays the withdrawal slip number.



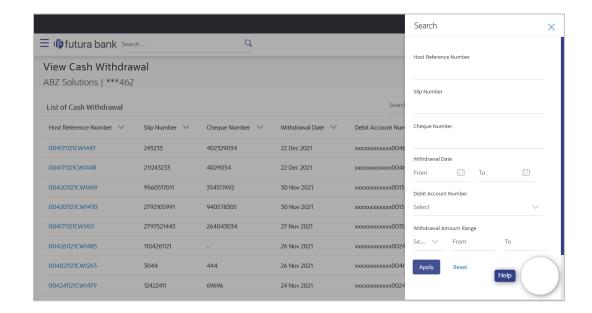
| Field Name | Description |
|-------------------------|--|
| Cheque Number | Displays the number of the cheque issued for withdrawal, if applicable. |
| Withdrawal Date | Displays the date of cash withdrawal. |
| Debit Account
Number | Displays the number of the account being debited during the cash withdrawal. This can be either the real account number or the International Bank Account Number (IBAN), based on the configuration set by the bank. |
| Withdrawal Amount | Displays the withdrawal currency and amount. |
| Status | Displays the status of the cash withdrawal request. |

- 1. In the View Cash Withdrawal screen, you can do one of the following:
 - To search for specific cash deposits, in the Search field, enter the partial or complete
 withdrawal slip number / host reference number / cheques number / debit account number
 / withdrawal amount. The matching results are dynamically displayed.
 - To filter the search results:
 - Click \(\frac{\frac{1}{2}}{2} \). The **Search** overlay window appears. For more information on the fields in this overlay window, refer the **Search** (overlay window) section below.
 - o Enter the search criteria in the overlay window.
 - Click Apply to filter the cash withdrawal requests.
 OR
 Click Reset to clear the entered search criteria.
 - Click **Download** to download the list of cash withdrawal requests in CSV format. In case
 you are viewing the cash withdrawal records on a mobile device, then click ¹ to download
 the list.
 - Click the link under Host Reference Number to view the details of a specific cash withdrawal request. The View Cash Withdrawal Details screen appears. For more information, refer the View Cash Withdrawal Details section below.
 - Click Cancel to go to the dashboard.



Search (overlay window)

This window appears when you click ∇ in the **View Cash Withdrawal** screen.

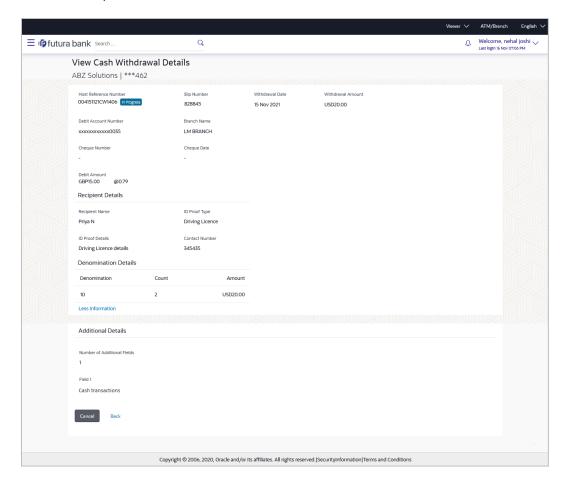


| Field Name | Description | |
|---|---|--|
| Search (overlay window) | | |
| Host Reference
Number | Indicates an option to search for a cash withdrawal record based on the host reference number. | |
| Slip Number | Indicates an option to search for a cash withdrawal record based on the withdrawal slip number. | |
| Cheque Number | Indicates an option to search for a cash withdrawal record based on the cheque number. | |
| Withdrawal Date
From - To | Indicates an option to search for cash withdrawal records based on a date range. | |
| Debit Account
Number | Indicates an option to search for cash withdrawal records based on
the account number that has been debited. This can be either the
real account number or the International Bank Account Number
(IBAN), based on the configuration set by the bank. | |
| Withdrawal Amount
Range
Currency
From - To | Indicates an option to search for cash withdrawal records based on an amount range for a particular currency. | |



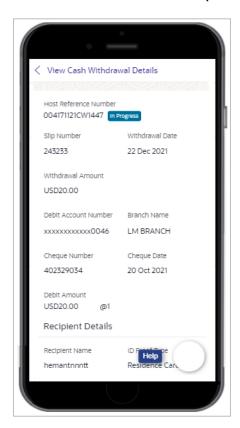
6.3.2.1 View Cash Withdrawal Details

This screen appears when you click the **Host Reference Number** link of a particular cash withdrawal request in the **View Cash Withdrawal** screen.





View Cash Withdrawal Details (on mobile device)



Field Description

| Field Name | Description |
|------------|-------------|
| | |

View Cash Withdrawal Details

Party Name & ID Displays the name and ID of the logged-in corporate party.

Host Reference Number Status Displays the unique reference number of the cash withdrawal

request, fetched from the host.

The status of the cash withdrawal request is also displayed.

Slip Number Displays the withdrawal slip number.

Withdrawal Date Displays the date of cash withdrawal.

Withdrawal Amount Displays the withdrawal amount.

The following fields are displayed when you click the **More Information** link.

Debit Account Number Displays the number of the account being debited during the cash withdrawal. This can be either the real account number or the

International Bank Account Number (IBAN), based on the

configuration set by the bank.

Branch Name Displays the name of the branch where the cash is being withdrawn.



| Field Name | Description |
|---|--|
| Cheque Number | Displays the number of the cheque issued for the cash withdrawal. |
| Cheque Date | Displays the date of issue of the cheque. |
| Debit Amount | Displays the currency and amount that is being debited from the account selected in the Debit Account Number field. It also displays the exchange rate between the withdrawal amount currency and debit account currency. |
| Recipient Details | |
| This section is displayed if the cash collection from branch option is selected during creation of the cash withdrawal request. | |
| Recipient Name | Displays the name of the recipient who is to collect the cash from the branch. |
| ID Proof Type | Displays the type of ID proof document that the recipient is to produce when collecting the cash from the branch. |
| ID Proof Details | Displays the unique identifier number of the ID proof document. |
| Contact Number | Displays the contact number of the recipient. |
| Denomination Details | |
| Denomination | Displays the denomination in which the cash is being withdrawn. |
| Count | Displays the number of leaves of the denomination that have been requested. |
| Amount | Displays the total amount for each denomination. |
| Additional Details This tab displays information that can be useful for the identification and/or reconciliation of the cheques payment. | |
| Number of Additional Fields | Displays the number of additional fields added during cash withdrawal request. This value can range from 0 to 10. |

2. In the View Cash Withdrawal Details screen, click Cancel to cancel viewing the cash withdrawal details.

request. A maximum of 10 fields can be present.

Displays the additional details recorded during cash withdrawal

OR

Field 1 - Field 10

Click **Back** to go to the previous screen.



6.4 View Pickup/Delivery

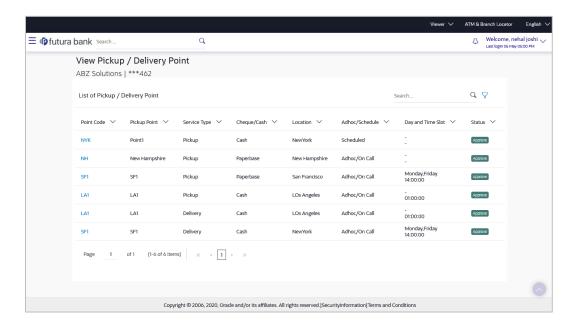
This option enables the corporate user to view all pickup and delivery points of the logged-in corporate party.

How to reach here:

Dashboard > Toggle menu > Cash Management > Collections > View Pickup/Delivery

To view details of the pickup and delivery points:

View Pickup / Delivery Point



Field Description

Field Name

| View Pickup/Delivery Point | |
|---------------------------------|--|
| Party Name & ID | Displays the name and ID of the logged-in corporate party. |
| List of Pickup / Delivery Point | |
| Search | Enter the partial or complete point code, or pickup point name, or service type, or location, or other relevant search strings to search for the required pickup/delivery point. |
| | The search results appear as you type the search string. |
| ∇ | Click the filter icon to filter the list of pickup/delivery points based on certain search criteria. An overlay window appears. For more details, refer the Add Details overlay window section below. |



Description

| Field Name | Description |
|-------------------|--|
| Point Code | Displays the unique code of the pickup/delivery point. This is a hyperlink, which when clicked displays the details of the point. For more information, refer the View Pickup/Delivery Point details section below. |
| Pickup Point | Displays the name of the pickup/delivery point. |
| Service Type | Displays whether the point is for 'pickup' or 'delivery'. |
| Cheque/Cash | Displays whether the pickup/delivery point handles Cash or Paperbase instrument. |
| Location | Displays the location of the pickup/delivery point. |
| Adhoc/Schedule | Displays whether the pickup/delivery point is set up for adhoc service or scheduled service. |
| Day and Time Slot | Displays the day and time slot for pickup/delivery. |
| Status | Displays the status of the pickup/delivery point. |

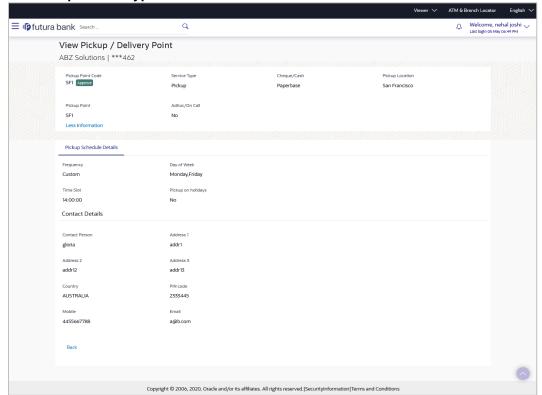
^{1.} In the **View Pickup/Delivery Point** screen, click the **Point Code** link to view further details of the pickup/delivery point. The **View Pickup/Delivery Point** details screen appears.



View Pickup/Delivery Point details

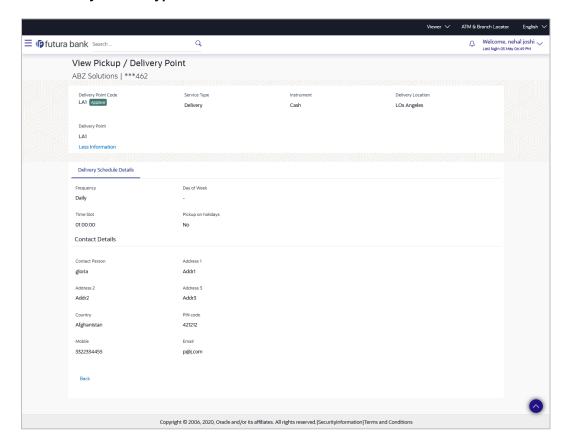
This screen appears when you click the Point Code of a specific pickup/delivery point in the **View Pickup/Delivery Point** screen.

For Pickup service type





For Delivery service type



Field Description

| Field Name | Description |
|-----------------------------|--|
| View Pickup/Delivery Point | |
| Party Name & ID | Displays the name and ID of the logged-in corporate party. |
| Pickup Point Code | Displays the name of the pickup/delivery point. Also displays the status of the pickup/delivery point. |
| Service Type | Displays whether the point is for 'pickup' or 'delivery'. |
| Cheque/Cash
Instrument | Displays whether the pickup/delivery point handles Cash or Paperbase instrument. |
| Pickup/Delivery
Location | Displays the location of the pickup/delivery point. |
| Pickup/Delivery Point | Displays the name of the pickup/delivery point. |
| Host Reference
Number | Displays the reference number of the pickup/delivery point, assigned by the host. |

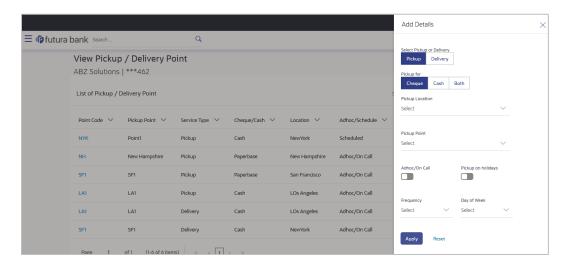


| Field Name | Description |
|----------------------------------|--|
| Adhoc/On Call | Displays whether the pickup/delivery point is set up for adhoc service or scheduled service. |
| Pickup/Delivery Schedule Details | |
| Frequency | Displays the frequency of pickup/delivery. |
| Day of Week | Displays the day of the week, when the pickup/delivery is scheduled. |
| Time Slot | Displays the time slot of the pickup/delivery. |
| Pickup/Delivery on holidays | Displays 'Yes' if pickup/delivery can happen on holidays, and 'No' otherwise. |
| Contact Details | |
| Contact Person | Displays the name of the contact person for pickup/delivery. |
| Address 1 - 3 | Displays the address of the pickup/delivery point. |
| Country | Displays the country of the pickup/delivery point. |
| PIN code | Displays the zip code of the pickup/delivery point. |
| Mobile | Displays the mobile number of the contact person. |
| Email | Displays the email ID of the contact person. |

2. Click Back to go to the main View Pickup/Delivery Point screen.

Add Details overlay window

This window appears when you click the filter (\checkmark) icon in the **View Pickup/Delivery Point** screen.





Field Description

| Field Name | Description |
|---|---|
| Add Details | |
| Select Pickup or
Delivery | Select the Pickup option or the Delivery option, based on requirement. |
| Pickup for | Select what the pickup is for. The options are: • Cheque • Cash • Both This field appears only when you select Pickup from the Select Pickup or Delivery field. |
| Delivery for | Displays Cash by default. This field appears only when you select Delivery from the Select Pickup or Delivery field. |
| Pickup Location / Delivery Location | Select the location of the pickup/delivery point to be searched. |
| Pickup Point /
Delivery Point | Select the unique code of the pickup/delivery point to be searched. |
| Adhoc/On Call | Switch the toggle ON to view all pickup/delivery points where adhoc or on call pickup/delivery is supported. |
| Pickup on holidays/
Delivery on holidays | Switch the toggle ON to view all points where pickup/delivery on holidays is supported. |
| Frequency | Select the frequency of pickup/delivery of the points to be searched. |
| Day of Week | Select or enter the day of the week that has been assigned to the pickup/delivery points being searched. |
| On selecting/entering th to reset them. | e required details, click Apply to apply the filter criteria. Or click Reset |



7. Netting

Netting module of the Oracle Banking Cash Management system involves setting off the value of multiple positions or payables between two or more parties. It ascertains the party who owed obligation in a Bi-party agreement. It reduces the absolute number and volume of payables and receivables transactions leading to significant cost savings.

7.1 Accept / Reject Netting

The 'Netting' screen helps user to accept or reject a netting transaction on a particular associated party against its receivables and payables so that the number of payment transactions between those two parties is reduced leading to significant cost savings. User can search for the netting transaction based on the various parameters such as Type, netting reference number, Counter Party, Currency, Netting Amount Range, and Netting Transaction Date Range.

Pre-requisites

User must have valid corporate login credentials.

How to reach here:

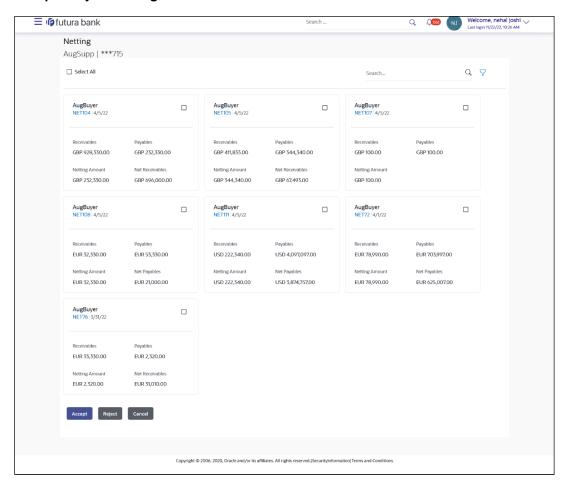
Dashboard > Toggle menu > Cash Management > Netting > Accept/Reject Netting

To accept / reject purchase order(s):

- 1. In the Accept/Reject Netting screen, a list of Transaction, appears.
 - To search for a specific transaction order, enter the counter party, or netting reference ID, in the Search field.
 - Click . The relevant Transaction appears.



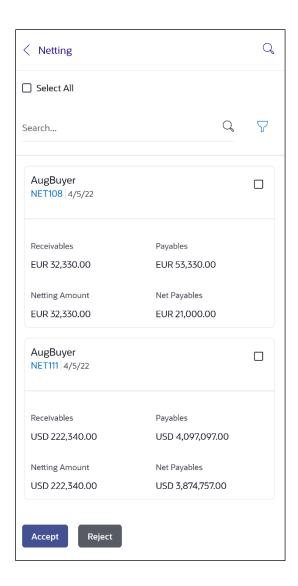
Accept / Reject Netting



Accept/Reject Netting (on Mobile Device)

The **Accept/Reject Netting** transaction is also available on a mobile device. The features, validations, steps, and transaction aspects work similar to the desktop.





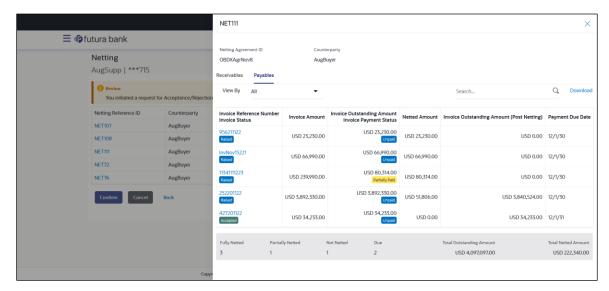
Field Description

| Field Name | Description |
|-----------------------|---|
| Accept/Reject Netting | |
| Party Name & ID | Displays the name and ID of the logged-in corporate party. |
| Search By | Indicates an option to search for specific transaction, by entering either the associate counterparty, or netting reference ID and clicking . |
| Netting List | |
| Counter Party | Displays the name of the counter party. |



| Field Name | Description |
|-----------------------------|--|
| Netting Reference ID | Displays the netting reference ID as a hyperlink. If you click this link, an image of the receivables and payables appears in an overlay window. |
| | Note: Click on Download button to download the information in overlay window. |
| Date | Displays the date when the netting has been created. |
| Receivables | Displays the receivables amount. |
| Payables | Displays the payables amount. |
| Netting Amount | Displays the netting amount. |
| Net
Receivables/Payables | Displays the net of receivables/payables due. |

- 2. Click on the **Netting Reference ID** hyperlink, the overlay windows appears.
 - To filter the transaction by netting status, select the status from the dropdown list in the View By field.
 - To search for a specific detail, enter the required information in the **Search** field.
 - Click **Download** button to download the netting information.





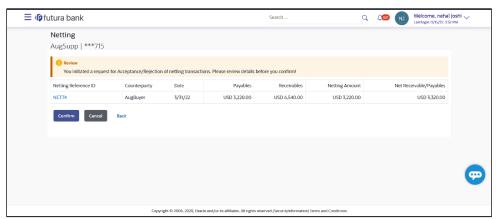
Field Description

| Field Name | Description |
|--|---|
| Netting Agreement ID | Displays the netting agreement ID. |
| Counterparty | Displays the name of the counter party. |
| Receivables/Payables | |
| Invoice Reference
Number | Displays the reference number of the invoice. |
| Invoice Status | Displays the status of the invoice. |
| Invoice Amount | Displays the invoice amount. |
| Invoice Outstanding
Amount | Displays the outstanding amount of the invoice. |
| Invoice Payment Status | Displays the Payment status of the invoice. |
| Netted Amount | Displays the netted amount. |
| Invoice Outstanding
Amount (Post Netting) | Displays the Outstanding amount of the invoice |
| Payment Due Date | Displays the due date of the payment. |

3. Select the check box(es) beside the transaction to be accepted/rejected.

Note: User can select all the transaction check box (es) at once to accept/reject.

Click Accept / Reject to accept/ reject the selected transactions.
 The Review screen appears.



OR

Click Cancel to cancel the transaction.



5. In the Review screen, verify the details and click **Confirm**. A confirmation message of request initiation of acceptance/ rejection of transaction appears along with the reference number and status.



OR

Click **Back** to navigate back to the previous screen.

OR

Click Cancel to cancel the transaction

Home

