Islamic Banking - Retail Islamic Finance User Manual Oracle Banking Digital Experience Release 22.1.0.0.0

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Islamic Banking - Retail Islamic Finance User Manual May 2022

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1. Preface

1.1 <u>Intended Audience</u>

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 Release 22.1.0.0.0, 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 FLEXCUBE Core Banking 11.10.0.0.0 | Oracle FLEXCUBE Universal Banking 14.6.0.0.0 |
|-------|--|---|--|
| 1 | Loans and Finances Widget | × | ✓ |
| 2 | Loans and Finances (Summary) | ✓ | ✓ |
| 3 | Loans and Finance Details | × | ✓ |
| 4 | Loans and Finance Details - Nickname updation | NH | NH |
| 5 | Disbursement Inquiry | × | ✓ |
| 6 | Schedule Inquiry | × | ✓ |
| 7 | Repayment | × | ✓ |
| 8 | Transactions | × | ✓ |
| 9 | Request Statement | × | × |
| 10 | E-statement | × | × |
| 11 | Pre-Generated Statement | × | × |
| 12 | Closed Loans and Finances | × | ✓ |
| 13 | Loan Installment Calculator | NH | NH |
| 14 | Loan Eligibility Calculator | NH | NH |





3. Loans And Finances

Islamic Banking is a Banking system that is based on the principles of sharia (Islamic law) and guided by the Islamic economics. The Shariah Laws provide guidance on each and every aspect of human life, and the laws which govern and guide financial and commercial transactions define Islamic Banking activities.

Islamic Finance is an amount of money that is financed by the bank for a certain period of time. Banks charge profit rate for the amount financed. Hence, Islamic Finance accounts are valuable income generating assets for banks. It is therefore important for banks to enrich the end user's servicing experience so as to increase user satisfaction and retention. In order to achieve this, banks are constantly making efforts to enhance the digital banking experience for their customers by introducing and revamping servicing features on the digital platform.

The application provides a platform by which banks are able to offer their users an enriching digital banking experience in servicing their customers.

Users can manage their banking requirements efficiently and effectively through the OBDX self-service channels. The loans and finances module offers users a host of services that include, but are not limited to, viewing their account details, schedules and balances and also the facility to make repayments.

Note: In application

- 1) Account searchable drop-down will allow user to search the account number basis on the Account Number, Account Name, or Account Currency.
- 2) Bank can configure the fields to be shown as additional values in the accounts drop-down.
- 3) Eligibility Calculator: This feature is currently available for conventional loans only
- 4) Installment Calculator: This feature is currently available for conventional loans only

Features Supported In Application

The loans and finances module of the OBDX application supports the following features:

- Loans & Finances widget
- Loans & Finances Summary
- View Loan & Finance Details (Active & Closed)
- Repayment
- Disbursement Inquiry
- View Repayment Schedule
- Account Statements

Pre-requisites

- Transaction access is provided to retail user.
- Islamic Finance accounts are maintained in the core banking system under a party ID mapped to the user.



3.1 Overview Widget

The retail dashboard page displays an overview of the user's holdings with the bank as well as links to various transactions offered to the user. The 'Overview' widget displays the user's holdings in each account type such as Current and Savings Accounts, Term Deposits, Recurring Deposits, Loans, Mutual Funds and Credit Cards. On clicking on any account type record, the widget displaying details specific to that account type is displayed. One such widget is the Loans widget which is displayed on selection of account type, 'Loans' under the Accounts widget.

The loans widget has been designed to showcase the lending profile of a user. By viewing the loans widget, the user should be able to gain an insight into the current position of the loans he holds with the bank.



Loans and Finances Widget Overview

Active Loans and Finances

The loans and finances widget provides the user with the option to view the summary the active loans. Each account is displayed along with the Loan product name, current outstanding amount, next installment date, next repayment date. The user is also able to view details like number of loan accounts held by user, total loan amount, total current outstanding amount, and total repaid amount.



4. Loans & Finances Summary

The Loans and Finances summary page provides users with a holistic view of all their loan accounts held with the bank.

All the active loan accounts of the user are listed as records. Each record comprises of information such as the loan account number, account nickname (if assigned), product name, sanctioned loan amount, and current outstanding balance.

The user can navigate to other loan and finance screens by selecting the desired option under the kebab menu provided against each loan record.

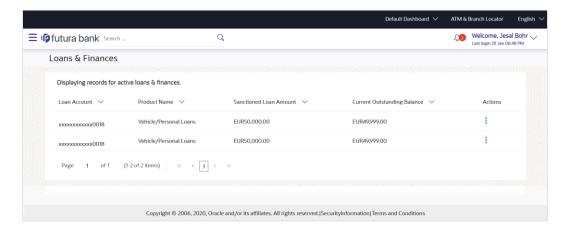
How to reach here:

Dashboard > Toggle Menu > Menu > Accounts > Loans and Finances > Loan and Finances OR

Dashboard > Overview Widget > Loans & Finances Cards > View All OR

Access through the kebab menu of transactions available under the **Loans and Finances** module

Loans and Finances



| Field Name | Description |
|---------------------------|--|
| Loan Account | The loan Account number in masked format. |
| Nickname | The loan account nickname will be displayed under the Loan Account column if a nickname is assigned to the loan account. |
| Product Name | The name of the loan & finance product. |
| Sanctioned Loan Amount | The loan amount sanctioned by the bank. |



| Field Name | Description |
|--------------------------------|--|
| Current Outstanding Balance | The total amount outstanding on the loan to repaid. |
| Actions | The available actions for each loan are displayed under the kebab menu provided against each record. |

 Click on the kebab menu against a record to navigate to any other loan & finance related screen.

OR

Select any option under the general kebab menu provided on the page to navigate to any loan account related screen.



5. Loans & Finance Details

The Loans and Finances details page displays important information pertaining to a loan account such as the current status of the loan, interest rate, sanctioned amount and total amount outstanding, the branch in which the loan is held as well as important dates associated with the loan such as the opening date and maturity date.

How to reach here:

Dashboard > Overview > Loans > Loan Account > Loan and Finance Details

OR

Dashboard > Toggle Menu > Menu > Accounts > Loans and Finances > Loan and Finance Details

OR

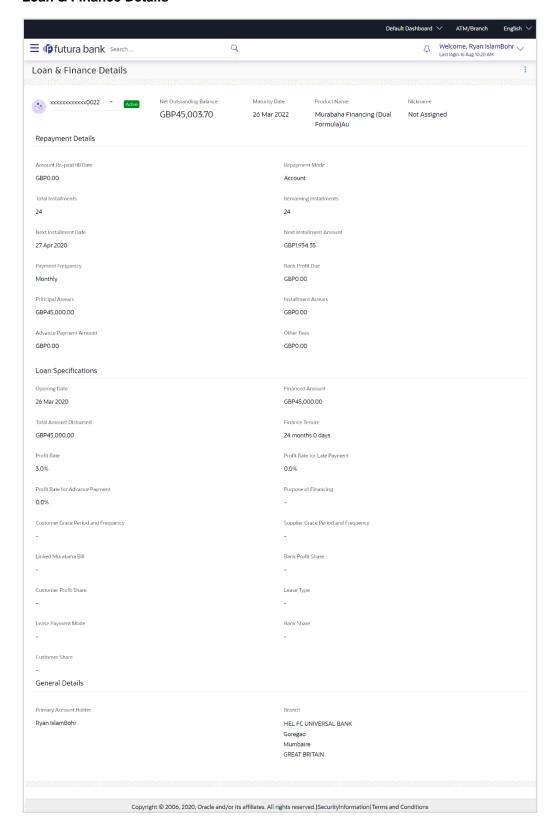
Access through the kebab menu of transactions available under the **Loans and Finances** module

To view loan & finance account details:

From the account number list, select the loan account of which you wish to view details.
 The details of the selected loan appears on the Loan and Finance Details screen.



Loan & Finance Details





| Field Name | Description |
|-----------------------------|---|
| Account Number | All the financing accounts of the user will be listed in a drop-down in masked format along with nicknames, if defined. The user can select the loan account of which details are to be viewed. The account number will be masked as per account number masking configurations. |
| Status | The current status of the loan account. |
| Net Outstanding Balance | The total amount outstanding on the finance account is displayed here. |
| Maturity Date | The date on which the finance account will mature. |
| Product Name | The name of the product under which the finance account is opened. |
| Nickname | Displays the nickname set for the finance account. For more information, refer Account Nickname . |
| Repayment Details | |
| Amount Re-paid till Date | Total finance amount repaid by the customer till date. |
| Repayment Mode | The mode through which finance repayments are to be made as set up in the processing system. For e.g. repayments could be made via account transfer, direct debit or cheque. |
| Total Installments | The total number of scheduled payments to be made towards repaying the finance. |
| Remaining Installments | The number of scheduled payments remaining towards repaying the finance completely. |
| Next Installment Date | The date on which the next finance payment is due. |
| Next Installment Amount | Amount to be paid as next installment. |



| Field Name | Description | | |
|-----------------------------|--|--|--|
| Payment Frequency | Intervals at which the principal is to be repaid. | | |
| | It could be: | | |
| | Daily | | |
| | Weekly | | |
| | One Time Payment | | |
| | monthly | | |
| | Bi monthly | | |
| | quarterly | | |
| | semi-annually | | |
| | • annually | | |
| Bank Profit Due | Outstanding profit to be repaid. | | |
| Principal Arrears | Outstanding principal balance on the financing account as on date. | | |
| Installment Arrears | Pending profit arrears for the financing account. | | |
| Advance Payment Amount | Amount paid in advance. | | |
| 7 miodin | Note: This field appears only for certain product. | | |
| Other Fees | Fees and service charges applied on the financing account. | | |
| Loan Specifications | | | |
| Opening Date | Date on which the Islamic Finance account was opened. | | |
| Financed Amount | The amount of finance that bank has agreed to provide to the user/s. | | |
| Total Amount Disbursed | Total amount disbursed along with the currency till date. | | |
| Finance Tenure | Tenure of the financing or duration, in years and months, for which the financing amount is sanctioned. | | |
| Profit Rate | Profit rate applicable to the account. | | |
| | Note: It displays the net Profit rate applicable to the Islamic finance account as on the inquiry date. | | |
| Profit Rate Late Payment | The percentage rate charge applicable in case of default in repayment. | | |



| Field Name | Description |
|--------------------------------|--|
| Profit Rate Advance Payment | The percentage charge applicable in case the Islamic finance is prepaid. |
| Purpose of Financing | Purpose for which finances has been taken. |
| Customer Grace Period And | Customer grace period and frequency. |
| Frequency | Note: This field appears only for certain product. |
| Supplier Grace Period And | Supplier grace period and frequency. |
| Frequency | Note: This field appears only for certain product. |
| Linked Murabha bill | The bill reference number associated with Murabha finance contract. |
| Bank Profit Share | Bank profit share (percentage) details (the percentage of profit that the bank gets in case of a profitable return in certain accounts). |
| | Note: This field appears only for certain product. |
| Customer profit Share | Customer profit share (percentage) details (the percentage of profit that you get in case of a profitable return in certain accounts). |
| | Note: This field appears only for certain product. |
| Lease Type | Type of the lease. |
| | Note: This field appears only when the selected account is opened under certain products. |
| Lease Payment Mode | Type of payment mode opted. |
| | Note: This field appears only when the selected account is opened under certain products. |
| Bank Share | Finance sharing ratio of the bank. |
| | Note: This field appears only for certain product. |
| Customer Share | Customer finance sharing ratio on Musharaka account. |
| General Details | |
| Primary Account Holder | Name of the primary account holder. |
| Joint Account Holder | Name of the joint account holder. |



| Field Name | Description |
|------------|---|
| | This field is displayed only if the holding pattern of the loan account is Joint . |
| Branch | Details of the branch at which the Islamic finance account is held. |

The following actions can also be performed from this page:

Add account nickname/ modify/ delete nickname. For more information on Account
 Nickname refer <u>Account Nickname</u>. Click on the kebab menu to access account related
 transactions.



6. Disbursement Inquiry

Disbursement of the finance amount depends on the type of Islamic Finance product availed by the user.

In case of loan disbursements, the user needs to know the disbursement details of the account. This feature allows the user to view the disbursement details such as financed disbursed amount, disbursal date and financed amount. It helps the user to analyze the current position of the finance as to how much is disbursed and how much is yet to be disbursed. User can access account related transactions from the kebab menu.

How to reach here:

Dashboard> Toggle Menu > Menu > Accounts > Loans and Finances > Disbursement Inquiry
OR

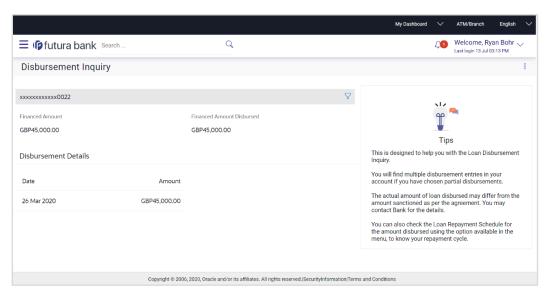
Access through the kebab menu of transactions available under the **Loans and Finances** module

To view loan disbursement details:

- 1. From the **Loan Account** list, select the loan account of which you wish to view disbursement details.
- 2. Click **Apply**. The loan disbursement details of the selected account appear.

Note: Click on the \(\gamma\) icon to enter new criteria in overlay screen. Based on the defined criteria you can view loan disbursement details.

Disbursement Inquiry





| Field Name | Description | |
|---------------------------|---|--|
| Loan Account | Islamic Finance account number in masked format along with the account nickname. | |
| | For more information on Account Nickname, refer <u>Account Nickname</u> . | |
| Financed Amount | The approved financed amount along with the currency. | |
| Financed Amount Disbursed | The finance amount disbursed along with the currency as on the date of inquiry. | |
| Disbursement Details | | |
| Date | Disbursement date. | |
| | Note: If there are multiple disbursements in the account, the last disbursement will be displayed first and others accordingly in that order. The last entry in this list should be of the first disbursement date. | |
| Amount | Amount disbursed as on the respective disbursement dates. | |



7. Schedule Inquiry

Through this feature, the user is able to gain an understanding of the loan and finance repayment life cycle. This page displays details of each installment including the profit and principal amounts along with any charges if applicable, and the total installment amount due on each specific date throughout the finance tenure.

The user is able to identify important information such as the frequency in which repayment installments are made, the total number of installments and the number of installments paid and those that are pending. User can access account related transactions from the kebab menu.

How to reach here:

Dashboard > Toggle Menu > Menu > Accounts > Loans and Finances > Schedule Inquiry OR

Access through the kebab menu of transactions available under the **Loans and Finances** module

To view finance schedule:

- From the Loan Account list, select the finance account of which you wish to view loan schedule.
- 2. In the **Date Range** field select the period for which installment details in the repayment schedule are to be viewed. Based on the specified period, the set of installments in the loan repayment schedule are displayed.
- Click Apply. The loan schedule details appears on the screen. OR

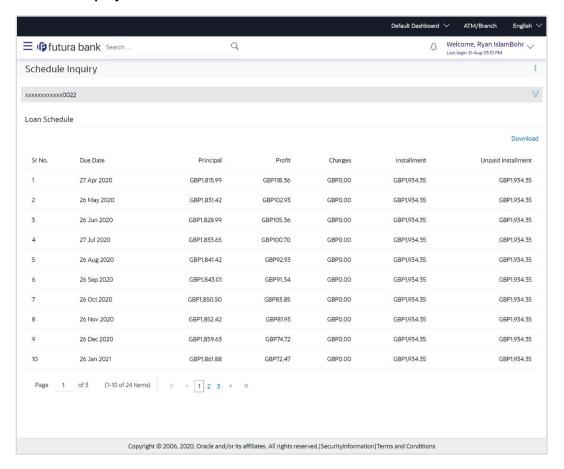
Click Reset to clear the data entered.

Note: Click on the icon to enter new criteria in overlay screen. Based on the defined criteria you can view loan schedule.

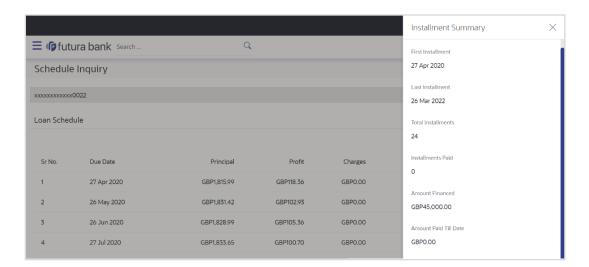
4. Click on the overview.



Schedule Inquiry

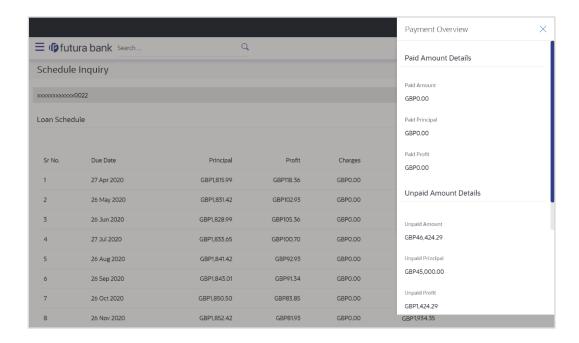


Schedule Inquiry-Installment Summery





Schedule Inquiry- Payment Overview



| Field Name | Description | |
|------------------|--|--|
| Loan Account | All the loan accounts of the user will be listed in a drop-down in masked format along with nicknames, if defined. The user can select the loan account of choice. The account number will be masked as per account number masking configurations. | |
| | If the user has accessed this page via the Overview widget, the account number selected will be pre-selected and the user can change selection as required. | |
| | For more information on Account Nickname, refer Account Nickname. | |
| Date Range | Select the period for which he intends to view installment details. | |
| Schedule Summary | | |
| Date Range | The customer can select the period for which he intends to view installment details. | |
| Sr. No. | The serial number of each installment will be displayed against the installment record. | |
| Due Date | The date on which the specific installment is due. | |
| Principal | The principal amount that is due on the installment date. | |



| Field Name | Description | |
|-----------------------|---|--|
| Profit | Profit amount that is due corresponding to the installment date. | |
| Charges | Charge (fee) amount that is due corresponding to the installment date. | |
| Installment | The total installment amount that is due on the installment date. | |
| Unpaid Installment | Any amount that remains to be paid, if at all, on the specific installment date. | |
| Installment Summary | | |
| First Installment | The date on which the first installment payment is due or was paid for Islamic finance. | |
| Last Installment | The date on which the last installment payment is due or was paid for Islamic Finance. | |
| Total Installments | The total number of installments of Islamic Finance. | |
| Installments Paid | The number of installments paid till date. | |
| Amount Financed | Displays the amount financed for the account. | |
| Amount paid Till Date | The total amount paid in installments till date. | |

Payment Overview

The following three fields and values will display the amounts that have been paid, by the user, towards the loan repayment.

| Paid Amount | The total loan amount that has been repaid till date. |
|----------------|---|
| Paid Principal | The principal amount repaid till date. |
| Paid Profit | The profit amount repaid till date. |

The following three fields and values will display the amounts that are yet to be paid, by the user towards the loan.

| Unpaid Amount | The total loan amount pending for repayment. |
|------------------|--|
| Unpaid Principal | The principal amount pending for repayment. |
| Unpaid Profit | The profit amount pending for repayment. |



5. Click Download to download the details in .pdf format.

Note: To view the next set of entries in the **Loan Schedule** of the account, click on the pagination options available.



8. Repayment

Customers can make a payment equal to the installment amount, lower than or more than the installment amount of the finance account. If the amount is higher than the installment amount, it can be considered as partial payoff or full settlement (depending upon the penalties and charges settings at the host). User can access account related transactions from the kebab menu.

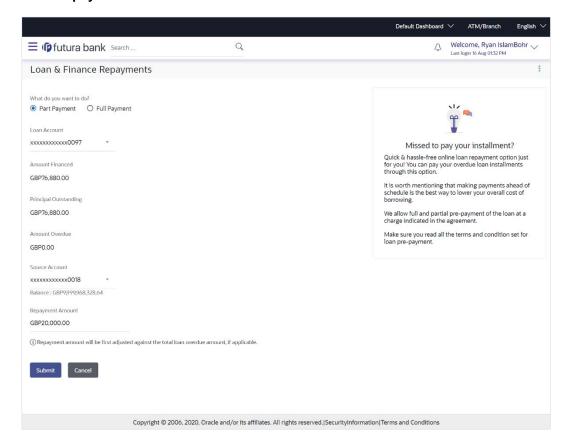
Note: If customer makes a payment equal to the total outstanding financed amount (inclusive of arrears), it may lead to settlement of the finance account, depending upon the configuration (premature penalty/any charges) at the host system.

How to reach here:

Dashboard > Toggle Menu > Menu > Accounts > Loans and Finances > Loan and Finance Repayment OR

Access through the kebab menu of transactions available under the **Loans and Finances** module

Loan Repayment





| Field Name | Description |
|-------------------------|---|
| What do you want to do? | The options of paying off the loan partially or completely. The options are: |
| | Part Payment |
| | Full Payment |
| | The order in which the fields below are displayed, will vary based on the option selected in this field. |
| Loan Account | All the Islamic Finance accounts of the user will be listed in a drop- down in masked format along with nicknames, if defined. The user can select the account which is to be repaid. The account number will be masked as per account number masking configurations. |
| | For more information on Account Nickname, refer Account Nickname . |
| Amount Financed | The total financed amount, in local currency, that has been lent by the bank to the party. |
| Principal Outstanding | The outstanding principal balance that is yet to be repaid. |
| Amount Overdue | The overdue amount, if any. This amount is the summation of the principal, interest and charges (if any). |
| Source Account | The user's linked current and savings accounts that can be debited to make the Islamic finance prepayment, will be listed in a lists. The account number will be masked as per account number masking configurations and nicknames, if set, will be displayed against each account. |
| | For more information on Account Nickname, refer Account Nickname . |
| Balance | The current balance of the selected source account. This amount will be displayed against the source account field when an account has been chosen from the list. |
| Principal Outstanding | The amount of principal outstanding on the loan. |
| | This field appears if the user selects the Full Payment option in the Repayment Type field. |
| Profit | The profit component of the amount that is due. |
| | This field appears if the user selects the Full Payment option in the Repayment Type field. |



| Field Name | Description |
|------------------|--|
| Charges | The charge that is due. |
| | This field appears if the user selects the Full Payment option in the Repayment Type field. |
| Repayment Amount | The amount to be repaid. Payment currency is defaulted to loan account currency. |
| | This field is editable only if the user selects the Part Payment option. In this case, the amount should be less than the outstanding principal balance. If the user selects the Full Payment option, then this field displays the total outstanding amount, which will include the principal, the interest and pre-payment charges. |
| | Note : The Source Account should have sufficient balance to cover the repayment amount. |

To repay the loan partially or completely:

- 1. From the **What do you want to do?** field, select whether the loan must be paid off partially or fully.
- 2. From the Select Account list, select the loan account which is to be repaid.
- From the Source Account list, select the CASA account from which the repayment is to be made.
- 4. If the Part Payment option has been selected,
 - a. In the **Repayment Amount** field, enter the repayment amount.
- 5. Click Submit.

OR

Click Cancel to go to the dashboard.

6. The **Review** screen appears. Verify the details, and click **Confirm**.

OR

Click **Back** to make changes if any. The user is directed back to the **Loan and Finance Repayment** screen with values in editable format.

OR

Click Cancel to cancel the transaction.

- 7. A message confirming the repayment appears, along with the transaction reference number.
- 8. Click **Home** to go to the **Dashboard** screen.

OR

Click View Account Details to go to the Loan & Finance Details screen.



9. Transactions

Customers can track the transactions taking place in their loan and finance accounts. This feature enables customers to view the details of all the transactions performed in their accounts. All the debit and credit entries along with each transaction amount and reference details are displayed. User can access account related transactions from the kebab menu.

Customers can also undertake the following from this screen:

- Request for Statements The customer can avail this option by selecting the Request Statement option from the kebab menu. The user will be able to define the period for which he/she requires to receive statements at his/her registered address.
- Download Pre-Generated Statements The customer can select the Pre-Generated Statement option from the kebab menu on this page, in order to be provided with the facility to define the period for which he/she would like to download pre-generated statements.
- Subscribe for E-Statements By selecting the **E-Statement** option from the kebab menu, the user will be able to either subscribe or unsubscribe (if subscription is active) for estatements for the specific account. If the user opts to subscribe for e-statements, he/she will receive monthly e-statements on his/her registered email address.

Note: The features to subscribe/unsubscribe for e-statements, request for statements, and to download pre-generated statements are only supported with third party hosts.

How to reach here:

Dashboard > Toggle Menu > Menu > Accounts > Loans and Finances > Transactions OR

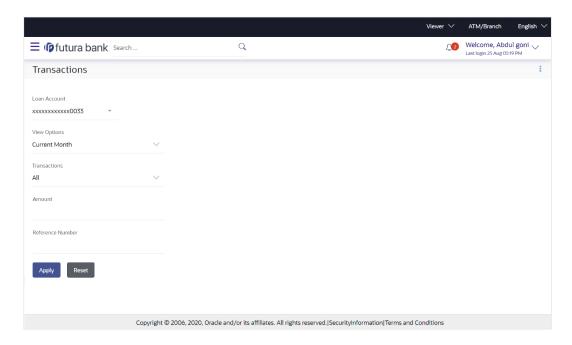
Access through the kebab menu of transactions available under the **Loans and Finances** module

To view the account statement:

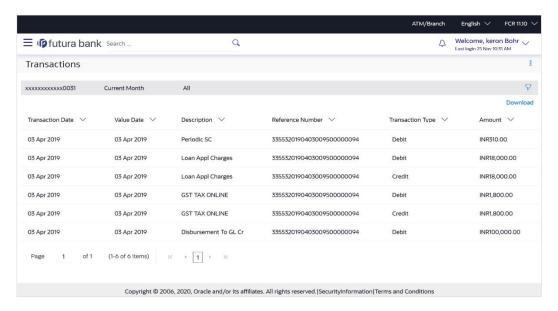
- 1. From the Loan Account list, select the account of which you wish to view transactions.
- From the View Options list, select the desired transaction period.
 - a. If the option **Date Range** has been selected in the **View Options** list, specify the date range in the **Date From** and **Date To** fields.
- 3. From the **Transaction** list, select the types of transactions to be displayed i.e. either debit or credit or all transactions.
- 4. In the **Amount** field, enter the specific transaction amount matching to which you wish to view transactions.
- 5. In the **Reference Number** field, enter a transaction reference number if you wish to view a specific transaction record.
- 6. Click **Apply** to view transactions based on the defined criteria.
 - Click Reset to clear the details entered.



Transactions - Filter Criteria



Transactions - View Transactions



| Field Name | Description |
|--------------|---|
| Loan Account | Select an account of which you wish to view transactions. |



| Field Name | Description |
|------------------------|--|
| View Options | Filters to view the transactions of a specific period. |
| | The options are: |
| | Current Month |
| | Current Day |
| | Previous Day |
| | Previous Month |
| | Current Month + Previous Month |
| | Previous Quarter |
| | Date Range |
| | Last 10 Transactions |
| Date From – Date To | Specify the period for which you wish to view transactions. Search will be based on the transaction date range. |
| | These fields will be displayed only if you have selected the option Date Range from the View Options list. |
| Transaction | Filters to view the transactions based on description. |
| | The options are: |
| | • All |
| | Credits Only |
| | Debits Only |
| Amount | The specific transaction amount matching to which you wish to view transactions. |
| Reference Number | Reference number of the transaction. |
| Results | |
| Download | Click the link to download the statement. |
| Transaction Date | Date on which the activity was performed. |
| Value Date | The value date of the transaction as maintained by the bank. |
| Description | Short description of the transaction. |
| Reference Number | Reference number of the transaction. |



| Field Name | Description |
|---------------------|--|
| Transaction Type | The type of transaction performed, i.e. if it was a debit or credit transaction. |
| Amount | The transaction amount. |

7. Click on the \(\frac{1}{2}\) icon to enter filter new criteria. Based on the defined criteria you can view transactions.

OR

Click **Download** and select the format in which the statement is to be downloaded. The statement gets downloaded.

The following actions can also be performed in the screen:

- Subscribe for E-Statements.
- Request for a specific statement
- Download Pre-Generated Statements.



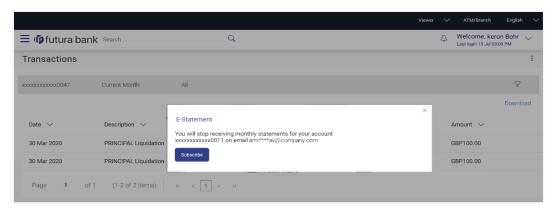
9.1 E-statement

A customer might wish to receive regular e-statements at his email address instead of physical copies. In this case, the customer can select the option to subscribe for an e-statement. Once a request for an e-statement is made, the customer will begin to receive regular statements at his email address maintained with the bank.

To subscribe / unsubscribe for e-statements:

1. Click on the icon on the **Transactions** screen, and click **E-Statement** to subscribe / unsubscribe for e-statements.

E-statement



- 2. The Pop-up Message appears. (Subscribe to E-Statement You will receive monthly statements for your account <Number in masked format> by email at <User's email address>)
 - a. Click **Subscribe** to opt to receive monthly statements on your registered email address.
 - The success message of request submission appears. Click **OK** to complete the transaction.
- If the user has already subscribed for e-statements, the pop up message contains a message stating that the user is subscribed to receive e-statements. The option to unsubscribe for estatements is provided.
 - Click Unsubscribe to opt out of receiving monthly statements on your registered email address.
 - The success message of request submission appears. Click **OK** to complete the transaction.
 - c. Click Proceed to Unsubscribe.
- 4. The success message of request submission appears.
- 5. Click **Home** to go to Dashboard screen. OR
 - Click View Account Details to go to the Loan & Finance Details screen.

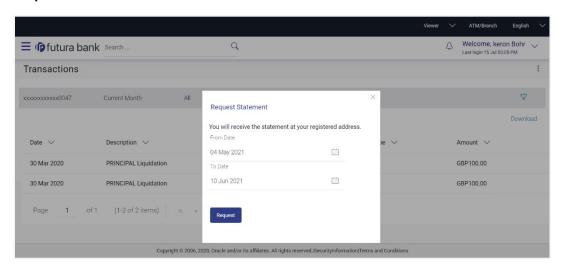


9.2 Request Statement

To request for a physical statement:

1. Click on the icon on the **Transactions** screen, and click **Request Statement** to request for the statement. The **Request Statement** appears.

Request Statement



Field Description

| Field Name | Description |
|------------|--|
| From Date | The customer is required to specify the start date from which the account statement is required. |
| To Date | The customer is required to specify the date until when the statement is required. |

- 2. The Request Statement pop up screen appears.
 - d. From the **From Date** list, select the start date of the account statement.
 - e. From the **To Date** list, select the end date of the account statement.
 - f. Click Request.
- 3. The **Review** screen appears. Verify the details and click **Confirm**.

Click **Back** to make changes, if any. The user is directed to the **Request Statement** screen with values in editable form.

OR

Click Cancel to cancel the transaction.

4. The success message of **Request Statement** appears along with the transaction reference number



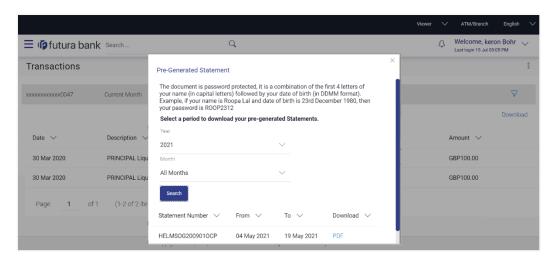
9.3 Pre-generated Statement

To download pre-generated statements:

6. Click on the icon on the **Transactions** screen, and click **Pre-generated Statement** to download a pre-generated statement.

The **pre-generated statement** screen appears.

Pre-generated Statement



| Field Name | Description |
|---|--|
| Select a period to download your pre-generated Statements | |
| Period | |
| Year | The year for which the statement is required |
| Month | The month for which the statement is required. |
| Statement Number | The statement reference number. |
| From | Start date of the date period for which the statement is generated. |
| То | End date of the date period for which the statement is generated. |
| Download | Click the link against a statement to download the specific statement. |

^{7.} From the **Period** list, select the desired year and month for which pre-generated statement is to be required.

^{8.} Click **Search** to search amongst the pre-generated statements for the selected period.



9. Click **Download** link against any record (.pdf) to download the statement in password protected pdf format.



10. Account Nickname

Customer can assign a specific name to a Islamic Finance account. This is useful if customer wishes to remember accounts with a particular name instead of account numbers. Once a nickname is assigned to an account, it is displayed on various transactions instead of the standard account description. The application also allows customer to modify or delete the nickname whenever required.

The customer can access this option by selecting the **Add/Edit Nickname** option from the kebab menu.

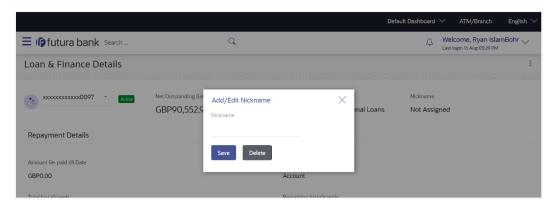
How to reach here:

Dashboard > Toggle Menu > Menu > Accounts > Loans and Finances > Loans and Finances Details > Kebab menu > Add/Edit Nickname

To add nickname to account:

1. Click on the icon on the screen, and click **Add/Edit Nickname** option to add nickname to an account. The **Add/Edit Nickname** popup appears.

Add/Edit Nickname- Example



Field Description

| Field Name | Description |
|------------|---|
| Nickname | Specify a nickname to be assigned to the account. |

- 2. In the **Nickname** field, enter the nickname you want to use.
- Click Save to save your changes.
 Nicknames will be displayed on various transactions instead of the standard account description.
 OR

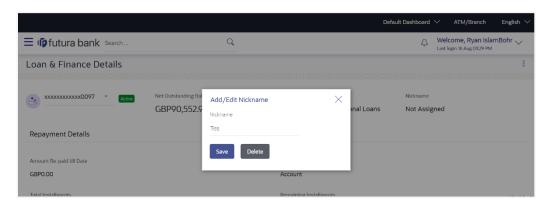
Click Cancel to cancel the transaction.



To edit / delete nickname to account:

1. Click on the icon on the screen, and click **Add/Edit Nickname** option to update nickname of an account. The **Add/Edit Nickname** popup appears.

Edit/ Delete Nickname



Update the nickname, and click Save to save your changes.
 Nicknames will be displayed on various transactions instead of the standard account description.
 OR

Click **Delete** to delete nickname.

FAQs

1. Can I add nickname to a joint account?

Yes, you can add nickname for all accounts.

2. Can I make partial prepayment towards my finance account using the repayment option?

Yes, you can make partial repayments towards your finance account subject to prepayment charges applicable as per your finance type or as per product type.

