

# Oracle Banking APIs

Core User Manual

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**ORACLE®**

Core User Manual  
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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

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<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
- Pre-requisite for 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 APIs Release 18.1.0.0.0, refer to the following documents:

- Oracle Banking APIs Licensing Guide
- Oracle Banking APIs Installation Manuals

## 2. Dashboards

Dashboard allows an administrator user to access various elements of the core banking system. The role of the System/Bank administrator is to manage and administer day-to-day functions of a bank. Administrators can perform various tasks such as doing Day 1 maintenances, maintenances pertaining to retail / corporate banking, creation of roles, user creation, maintenance of party preferences etc.

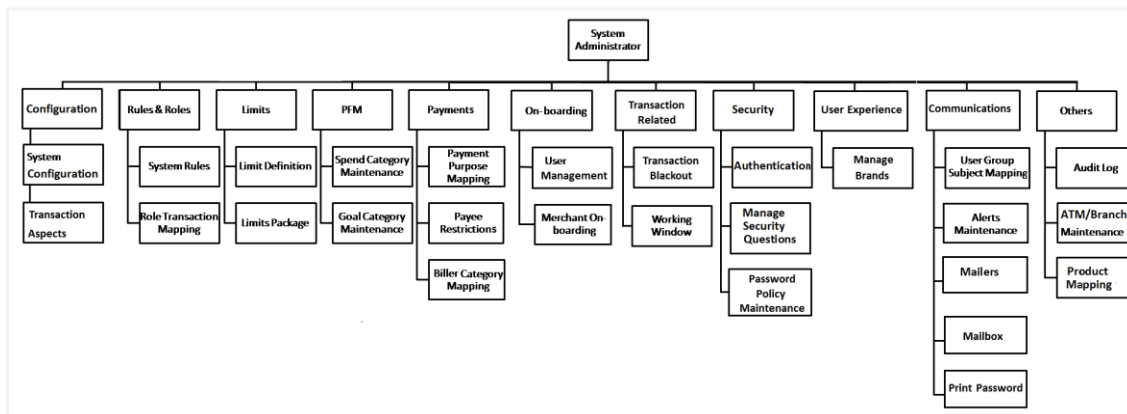
Dashboards provides a quick view of the most relevant functions, to achieve a particular objective or complete a process. OBAPIs supports role specific dashboards for an administrator user. -

- System Administrator Dashboard
- Administrator Maker Dashboard
- Administrator Approver Dashboard

### 2.1 System Administrator Dashboard

A System Administrator is responsible for setting up and maintaining the system. System Administrators are the members of the information technology department of the Bank who are mainly responsible for Bank Day 1 maintenances or other day to day maintenances like password policy maintenance, rules and roles maintenances etc. From an application perspective, the System Administrator works with the Bank administrator, to perform one-time maintenances.

#### Summary



#### Features Supported In Application

- Configuration and Transaction Aspects
- Maintain System rules and roles
- Define Transaction, Duration and Cooling Period Limits
- Enable Personal Finance Management, for a Retail User
- Maintain payee Restrictions
- Mapping of Biller Category and Payment Purposes
- Onboard Merchants, to channel banking

- Maintain Transaction working windows and blackouts
- Maintain security
- Manage User Experience
- Map User Groups to Subjects
- Perform Alert Maintenance
- Mailbox, Print Password
- Maintain Bank ATM and Branches
- Checks Audit Log
- Product Mapping

### System Administrator Dashboard – Overview

The System Administrator dashboard comprises of Quick Links, each of which when clicked launches into the respective item.

**Dashboard**

**Configuration**  
Manage Entity and Day 1 configurations and various transaction aspects.

- System Configuration
- Transaction Aspects

**Rules And Role**  
Control access by defining user role, transaction mapping and system rules.

- System Rules
- Role Transaction Mapping

**Onboarding**  
Onboard and manage (view and edit) users and merchants.

- User Management
- Merchant Onboarding

**Limits**  
Management of Transaction, Cumulative and Payee Cooling Period limits.

- Limit Definition
- Limit Package Management

**Payments**  
Payment purpose definition for each payment type. Map category to each biller and setup payee restriction.

- Payment Purpose Mapping
- Payee Restrictions
- Biller Category Mapping

**Transaction Related**  
Define transaction working window and blackout window.

- Transaction Blackout
- Working Window

**PFM**  
Maintain spend and goal categories to facilitate customers to manage their personal finance.

- Spend Category Maintenance
- Goal Category Maintenance

**Security**  
Reduce security threats by maintaining 2 Factor Authentication and by defining complex password policy.

- Authentication
- Manage Security Questions
- Password Policy Maintenance

**User Experience**  
Build seamless digital customer experience by managing brands.

- Manage Brand

**Notifications** 3

Date/Time	Message
22 Dec 12:00 AM	Mailer Created
15 Dec 03:05 PM	test
15 Dec 02:55 AM	test

[View All](#)

**Communications**  
Manage user communications by publishing mailers and by definition alerts for each event.

- User Group Subject Mapping
- Alerts Maintenance
- Mailers
- Mailbox
- Print Password

**Others**  
Check audit logs. Enable term deposit products on digital banking platform. Maintain ATM and Branch locations and update services offered.

- Audit Log
- ATM/Branch Maintenance
- Product Mapping

**Activity Log (2)**






Corporate		Admin		
Date	Description	Party Name	Reference No	Status
27 Dec 2:58 PM	Modify User	Fred Astaire	27129D5C7001	Processed
27 Dec 12:53 PM	Update Workflow	General Electric	2712078080B5	Processed

Page 1 of 1 (1-2 of 2 items) | < 1 >

## Dashboard Overview

### Icons

Following icons are present on the System Administrator dashboard:

-  : Clicking this icon takes you to the dashboard.
-  : Clicking this icon takes you to the Mailbox screen.
-  : Click this icon to search the transactions.
-  : Click this icon to log out from the application.
-  : Click the toggle menu to access the transaction.

### Main Dashboard Transactions

Following transactions are present on the System Administrator dashboard in the form of cards for quick access of transactions:

- **Configuration**

- (a) **System Configuration**

Using this option System Administrator user defines the basic components of this application which is necessary to run the application. The creating of system configuration is done at 'Day 0' configuration.

- (b) **Transactions Aspects**

Using this option, System Administrator can define the aspects for a transaction. Depending on the aspects defined for a transaction through this maintenance, the transaction will be available/unavailable for selection in the respective maintenance screen.

User can view the aspects for a selected transaction and also edit the aspects i.e. enable/disable the aspects for the selected transaction

- **Rules And Role**

- (a) **System Rules**

System rules are defined to set different parameters for each enterprise role. The parameters that can be set for each enterprise role (Retail or Corporate Users) are Party Mapping, Limits Check, Party Preferences Check, Account Transaction Mapping, First Time Login Steps and Approvals Check. If these parameters are enabled, application will check for a fulfillment of the maintenances, before final processing.

E.g. If Approval check flag is enabled for 'Corporate User' type of enterprise role; transactions initiated by corporate users will follow the approval maintenance. If approval check flag is disabled for Retail Users, transactions initiated by retail user will not follow the approval maintenance and will get auto-approved by the system.

This screen allows the System Administrator to search and view existing system

rules, create new system rule, and modify an existing system rule.

### **(b) Role Transaction Mapping**

Role Transaction Mapping menu is the Authorization Workflow. Authorization allows an organization to protect its resources by defining and managing policies that control access to, and usage of, these resources. Access privileges are defined in a policy by specifying who can do what to which resource. Current Authorization supports the creation of Role Based Authorization Policies. This mapping allows users in external groups to access resources as specified by the Application Roles.

Authorization Workflow allows the system administrator to:

- Create and Update Policy Domain
- Create, View and Edit Policies
- Create, View and Edit Application Resource
- Create, View and Update Application Role
- Create, View and Update Entitlement

## • **On-boarding**

### **(a) User Management**

User Management function enables the System Administrator to onboard and manage users along with their login credentials for channel banking access. This module facilitates channel banking access to the bank's internal users (administrators) and external users (customers).

User will get access to all the entities and clients mapped to it. Also the limit packages will also get assign once the user selects the accessible entities.

### **(b) Merchant Onboarding**

Merchant On-boarding facilitates System Administrator to set up and maintain merchants using channel banking platform. This is to enable the customers to initiate merchant based payments using channel banking facility. This option allows the administrator to create / onboard new merchants, view existing merchants and modify their details, if required.

## • **Limits**

### **(a) Limit Definition**

Limits are defined by the bank to set up amount and duration based restrictions on the transactions that can be carried out by the user.

As part of Limits Definition maintenance, the System Administrator can define:

- **Transaction Limits:** It is the initiation limit with minimum and maximum amount, defined typically for a user with role 'Maker'.
- **Cumulative Limits:** It is the collective transaction amount limit for all the transactions that can be performed during a day and maximum **number of transactions in a day.**

- **Cooling Period Limits:** It is the time set by the bank during which fund transfer is not allowed to a newly added payee.

This option allows the System Administrator to search and view limits, create limits and edit / delete existing limits.

**(b) Limits Package**

As part of the Limits Package definition, the created limits can be mapped to relevant transactions and/or roles.

The Limits Packages once created can be associated at User Level, Party Level and Role Level.

This option allows the System Administrator to search and view Limit Package, create a new Limit Package, and edit / delete existing Limit Package.

• **Payments**

**(a) Payment Purpose Mapping**

System Administrator maps purposes of payments (the purpose of initiating a payment transaction as maintained in Core Banking or Product processor).

System Administrator can search and View the mapped payments purposes, map / un-map the payments purposes.

**(b) Payee Restrictions**

Payee Restriction Set up maintenance allows System Administrator to restrict the number of payees that a retail user can create for each payment network per day.

System Administrator can also restrict the total number of payees irrespective of payment network that the retail user can create per day.

This option allows the administrator to create payee restriction maintenance, View and Edit existing maintenance.

**(c) Biller Category Mapping**

Using biller category mapping maintenance, System Administrators can map a Biller Category to each Biller maintained in the core banking system.

System Administrator creates biller category (e.g. Insurance) and maps billers (e.g. 'United Health Care' and AXA) to each type of Biller Category through channel banking, which are then made available to the customers for selection while initiating a bill payment.

This option allows the administrator to manage Biller Category, Map Billers, View Biller Mapping and Edit Biller Mapping).

• **Transaction Related**

**(a) Transaction Blackout**

The System Administrator can maintain a transaction blackout, for a period, when transaction/s are not accessible to users of the bank's retail and corporate or even



to Bank administrators, for a preset time period.

The administrator may use the time, when a transaction is blacked-out, to do necessary maintenances.

Through this maintenance, the System Administrator can create a transaction blackout, User can search and view existing blackouts, and modify these if required. User can delete future dated blackouts.

**(b) Working Window**

A working window is maintained, by the System Administrator for each transaction for which a value date is applicable for processing. In order to enable such transactions on the channel, it is mandatory to define a working window for all the days of a week as Day 0 Maintenance. By performing this maintenance, the System Administrator defines the channel working window for each day of the week for a specific transaction.

Further, administrator can also define the processing pattern if the transaction is initiated by customers after the window is closed. Through this maintenance, the System Administrator can create a working window for a transaction, and also can create an exception to the normal window. User can search and view existing maintenances, and modify these if required.

- **PFM**

**(a) Spend Category Maintenance**

Using this option, the System Administrator can maintain the spend **categories**. Spend Category maintenance allows the administrator to create, modify or expire categories.

**(b) Goal Category Maintenance**

Goal Category maintenance allows the System Administrator to create, modify or expire goal categories. This maintenance is done only for Retail parties and is not applicable to corporate.

The System Administrator created categories are linked with a product which will decide the other key parameters which will govern the Goal category. These parameters could be:

- Goal Amount Range ( Minimum and Maximum Value)
- Interest Rate Offered
- Tenure Range ( Minimum and Maximum)

The System Administrator can search and view goal categories, create a new goal category, and modify an existing goal category.

- **Security**

**(a) Manage Security Questions**

Application allows the System Administrator user to set up security questions, which will then be used as another layer of security (Over & above the Login credentials), before a user (Retail/ Corporate) can complete transactions through the internet channel.

Through the Manage Security Questions functionality, the administrator user can create and modify security questions. Administrator can add the security questions, if required.

## (b) Authentication

Passwords are the most common form of authentication used in the world today. But unfortunately, passwords are one of the least secure forms of authentication—commonly forgotten and easily compromised. Two-factor authentication (2FA) adds an extra layer of security by requiring users to use two different authentication factors to verify user's identity.

The two step verification or 2 Factor Authentication is an extra layer of security that is known as "multi factor authentication" that requires not only a password and username but also something that only, and only, that user has on them e.g. tokens, OTP etc. Using a Two Factor Authentication process can help to lower the number of cases of identity theft on the Internet, as well as phishing via email. For security reason authentication is used by user (Retail/ Corporate) while performing transactions through internet channel.

The 2F Authentication requires two different kinds of evidence before executing transaction successfully. This option enables the system administrator to maintain authentication pattern for each transaction of a specific user segment.

The types of 2 factor authentication used are as follows:

- Security Question
- Soft Token
- One Time Password (OTP)

## (c) Password Policy Maintenance

Password policy maintenance enables System Administrator to define password parameters for users. Using this option System Administrator create, and edit password policy for different user role (Admin, Retail, and Corporate). The password policy maintenance contains following sections:

- Password Validators: This section contains the validations for a password. The validations include minimum and maximum length of the password, allowed characters in a password, repetitive and successive characters allowed, details to be excluded in the password like, date of birth, first and last name, user ID and party ID, and bank defined restricted passwords. User can also define number of successive incorrect attempts allowed, and number of previous password disallowed.
- Password Expiry Parameters: This section contains details about password expiry period in days, first password expiry period in days, and whether to force user to change password if logging in for the first time and if there is a change in password policy (so that users can change their password as per the new password policy).

- **User Experience**

- (a) **Manage Brand**

---

Banks can have varied requirements with regards to the theme and for look and feel of the application.

Manage Brand is an administrative maintenance that allows the System Administrator to define the preferred theme of the application.

There is a list of categories on the left of the screen, system demonstrator can click and navigate the categories to upload their bank logo, select the preferred colors of the headers, back ground, Font, label, buttons etc. System administrator can also set the font style and font size.

- **Notifications**

The notification section allows the System Administrator user to view last 'N' number of notifications sent by the bank. Click View All to view all the notifications sent by the bank.

- **Communications**

- (a) **User Group Subject Mapping**

This maintenance facilitates mapping of subjects, to user groups in the bank, to streamline communication between the bank's users and its end customers.

Once User Groups are mapped to certain transactions or modules, users, in that group can reply to communication pertaining to the specific subject. The communication channel used is the bank's secure mailbox.

This option allows the System Administrator to search and view existing User Group – Subject mapping, modify this if required and to create a new User Group – Subject mapping.

- (b) **Alert Maintenance**

Alerts maintenance allows the System Administrator to define required parameters for each alert that is to be sent to the banks customers.

This option allows the System Administrator to search and view existing alerts, create a new alert and modify or delete an existing alert.

- (c) **Mailers**

Mailers are information or a messages published by the Bank, to communicate about the Banks Products, services and other information to its users. A Bank may send mailers to announce a limited period promotional product rate, launch of a product or service, etc.

The System Administrator creates Mailers which are sent to specific users, parties or user segments (all Retail / Corporate / Admin) users. Mailers can be customized to reach some or all users, to be sent now or on a specific date and time, in the future.

- (d) **Mailbox**

Mailbox feature allows the two way communication channel between Bank

---

administrators and Bank customers.

**(e) Print Password**

This screen allows the System Administrator to print the password along with some other documents like Welcome letter, Terms & Conditions document and applicable promotional offers for new users as well as for existing users who have requested for reset password.

• **Others**

**(a) Audit Log**

The System Administrator can search and view the Audit Log.

**(b) ATM/ Branch Maintenance**

ATM Branch Locator feature available to the bank customers enables the users to locate the bank's ATMs/ branches available within a specific radius of his current location.

For the customers, to fetch the relevant information related to ATMs and Branches, system administrator maintains the data at their local databases. The basic details of ATMs and Branches are fetched from the core banking application, which is further enriched and stored in local database. This is a one-time activity at the time of implementation. Subsequently, as and when branches and ATMs are added, or any details regarding them updated, the administrator performs the necessary updates to the bank database.

Using this option, the System Administrator can search and view the ATM/ branch and its details (Fetched from Core Banking application) which include branch/ ATM id, branch name, address details, phone number, work timings and services offered by the bank. New ATM and branch details can also be manually added, viewed and edited.

The bank administrator can manually add new branch/ ATM details one by one, or add multiple branches / ATMs details simultaneously through file upload.

**(c) Product Mapping**

Product Mapping feature allows the System Administrator to map products with the channel. The business users able to access accounts related to the products mapped to the channel.

The System Administrator will be allowed to register the banks products to be made available to bank users for opening further accounts.

---

**Note:**

- If the setup requires an approval workflow, it will be initiated. Once approved by the required number of approvers, the maintenance will be effective.

- If the setup does not require an approval workflow or is self / auto approved, the maintenance will come into effect on confirmation.

---

- **Activity Log**

The System Administrator can view the log of activities here. For ease of use, **he** can provide a Date Range and search.

**(a) Corporate Activity Log**

In the Corporate activity log, the System Administrator, can view the activities of corporate users. The following fields are displayed.

- Date: Date of the maintenance
- Description: Description of the maintenance
- Party Name: Party Name
- Reference Number: Reference Number of the maintenance.
- Status: Status of the maintenance

**(b) Admin Activity Log**

Through the **Admin** Activity log, the System Administrator can view the Bank Administrator activities. The following fields are displayed:

- Date: Date of the maintenance
  - Description: Description of the maintenance
  - Reference Number: Reference Number of the maintenance.
  - Status: Status of the maintenance
-

## Transaction Journey

This screen displays the transaction details and transaction journey of corporate and administrator transactions. It displays the current status of transaction whether it is Initiated, Approved or Processed.

The screenshot displays the 'Lock User Status' interface. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification icon with '26', and a 'Logout' button. Below the navigation bar, the page title is 'Lock User Status'. The main content area is divided into two sections: 'Review Lock Status' and 'Transaction Journey'. The 'Review Lock Status' section shows user details: Full Name (Khushbu Jain), Email (khushbujain@oracle.com), Mobile Number (2334455667), and Channel Access (UNLOCK). The 'Transaction Journey' section shows a progress bar with three stages: Initiation, Approval, and Completion. The 'Initiation' stage is active, showing 'Mustufa Yusuf Gari' on '14 Dec 10:46 AM'. The 'Completion' stage is marked as 'Processed' on '14 Dec 10:46 AM'. A 'Back' button is located at the bottom left of the main content area. The footer contains the copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

## Transaction Journey

### Transaction Name

This section displays the name of the transaction that is to be approved.

### Review

The section displays the details of the transaction that is to be approved for review.

### Transaction Journey

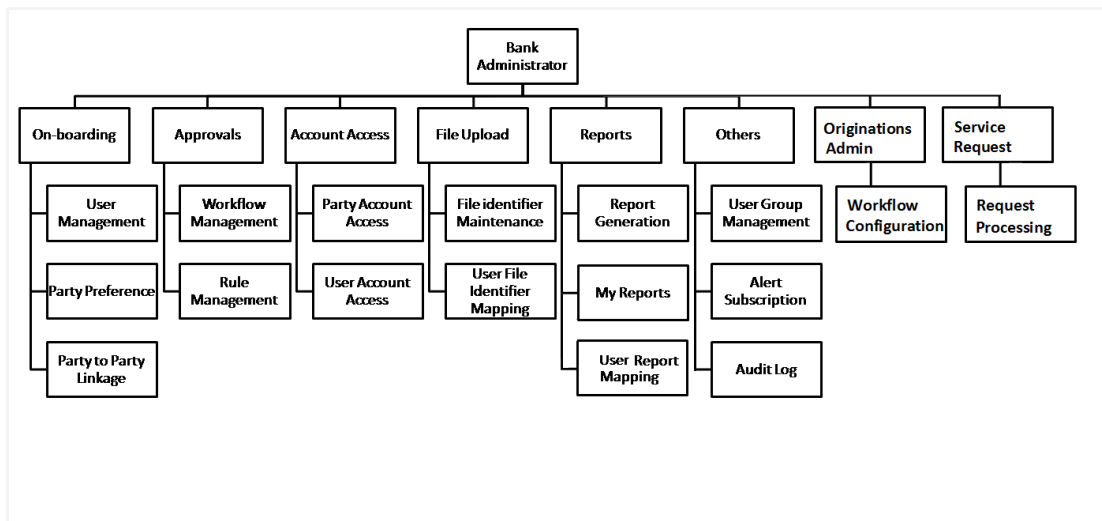
This section displays the status of transactions that has been initiated by the maker. Transaction journey displays the status as:

- Initiation
- Approval
- Completion

## 2.2 Administrator Maker Dashboard

Bank Administrator Maker's role involves the maintenances which are mainly required for day to day maintenances like onboarding the users on Digital Platform and providing them the account and transactions access etc

### Summary



### Features Supported In Application

- Create Users and update user information such as email addresses and names
- Create new bank administrators
- Change or reset a user's password
- Control user access with permissions
- Set transaction approvals
- Map reports to users
- Set up transaction limits.
- Generate and download MIS Reports
- View audit log User Account Access

### Maker Dashboard - Overview

The Bank administrator – Maker dashboard comprises of:

- Quick Links
- Activity Log

**Maker**

Quick Links

Onboarding      Approvals      Account Access      File Upload      Origination Admin      Service Requests

User Management      Workflow Management      Party Account Access      File Identifier Maintenance      Workflow Configuration      Request Processing

Party Preferences      Rules Management      User Account Access      User File Identifier Mapping      Configuration

Activity Log (1)

1      0

Corporate      Admin

Date	Description	Party Name	Reference No	Status
14 Dec 2:26 PM	Create User	General Electric	141276FE2CCD	In Progress








Page 1 of 1 (1 of 1 items)      < 1 >

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## Dashboard Overview

### Icons

Following icons are present on the maker's dashboard:

- : Clicking this icon takes you to the dashboard.
- : Clicking this icon takes you to the Mailbox screen.
- : Click this icon to search the transactions.
- : Click this icon to log out from the application.
- : Click the toggle menu to access the transactions
- : Click this icon to open the section in a new window.
- : Click this icon to search the transactions that are performed on a particular date. It has two fields **From** and **To**, you can select the start and end date to search the transaction.


















## Toggle Menu Transactions

Following items are present on the Toggle Menu:

- **Welcome Note:** Displays the welcome note with last login details.
- **Current Entity:** Entity currently mapped to the maker.
- **Select Language:** Select your desired language from the drop-down list.

## Menus

Following menus are present on the maker's dashboard:

-  **Onboarding** : Click this menu to manage users.
-  **Approvals** : Click this menu to access Approval related transactions.
-  **Limits** : Click this menu to manage limits.
-  **Account Access** : Click this menu to set up account access rules on the transactions.
-  **Service Requests** : Click this menu to view and manage the initiated service request.
-  **File Upload** : Click this menu to create a file identifier and map it to the user.
-  **Reports** : Click this menu to generate reports and view the generated reports.
-  **Others** : (User Group Management, Alert Subscription, Audit Log)
-  **Mail Box** : Click this menu to view the Mails, Alerts and Notifications.
-  **My Profile** : Click this icon to view the profile of the logged in user.
-  **Session Summary** : Click to view the login details like start date and time, end date and time, Channel and IP address of the last sessions of the logged in user.
-  **ATM/Branch Locator** : Click to view the address and location of the ATMs and the branches of the Bank.
-  **Security Settings** : Click here for security settings.
-  **Help** : Click this menu to launch the online help.
-  **About** : Click this menu to view the information about the application

like version number, copyright etc.

## Quick Links

### On-boarding

#### (c) User Management

Bank Administrator can search and view users, create users and modify users. User can reset passwords of the users. Also user can lock / unlock a user, through this option.

#### (d) Party Preferences

Party Preferences maintenance enables Bank administrator to define certain parameter values as per the corporate entities requirements. Following preferences can be set for a corporate party:

- Cumulative Daily/Monthly limits per transaction
- Transaction limits for users
- Approval flow – Parallel or Sequential or none
- To enable Channel access or not
- To enable a Corporate Administrator or not.

#### (e) Party To Party Linkage (Through menu)

Party to Party linkage is required by medium and large corporates if the user(s) of the parent company needs to access accounts of the subsidiary companies. For e.g. consider a case wherein say 'ABC Industries' is the parent company with a subsidiary company 'PQR Enterprises' and the users of ABC Industries needs to access accounts of PQR Enterprises to carry out transactions and/or inquiries. The corporate will provide a mandate/ board resolution to the bank for creation of Party to Party linkage. Bank administrator will setup a Party to Party linkage by selecting the parent party and the parties to be linked.

### Approvals

#### (a) Workflow Management

Approval workflows are created to support requirements where multiple levels of approval are required in a specific sequence for a transaction/maintenance. Each workflow can be configured to have up to 5 levels of approval with a specific user or a user group configured at each level.

Bank Administrator Maker can search and view approval workflows maintained and create new workflows. As a part of creating workflows, user can add various levels of approvals and map users or user groups to each level. User can also modify workflows maintained.

#### (b) Rule Management

The Bank administrator – Maker, can set up rules, for approvals. Applying a rule makes the requirement for an approval more customized. For instance, through this screen, the bank administrator can create a rule, so that all administrator

maintenances initiated by a certain user-group, always require approval.

### **Account Access**

#### **(a) Party Account Access**

Bank Administrator can set up account and transaction access rules at the corporate party level. The administrator can provide access to accounts held by the party with the bank as available in the core banking system. Bank Administrator maker can search and view accounts and transactions mapping done at primary party and linked party. User can create, modify and delete such mapping.

#### **(b) User Account Access**

Using this option Bank Administrator can set up account and transaction access for user(s) of the corporate party. This maintenance can be done only after the Party Account Access is setup for the party of the user(s). Bank Administrator maker can search and view account and transaction mapping of a specific user. User can create, modify and delete mapping of a user to an account / transaction.

### **File Upload**

#### **(a) File Identifier Maintenance**

Bank administrator – Maker, can create file identifiers (FI) for a corporate entity. A File Identifier is always mapped to a specific single file template. It permits configuration of corporate preferences like approval type (file level/ record level) for a particular type of file. This is a pre-requisite for the File Uploads functionality, for a corporate.

#### **(b) User File Identifier Mapping**

Through this option Bank Administrator – Maker, can map a file identifier to a user to grant access rights to the user, for this specific file type. This maintenance enables a user to upload a specific file, approve the uploaded file and view its status. Bank administrator maker can map / un-map file identifiers to a User. Further, user can enable or disable the sensitive data check. This is a pre-requisite maintenance, for the File Uploads functionality, for a corporate.

### **Origination Admin**

#### **Workflow Configuration**

Workflow configuration allows the Bank Administrator to define the sequence of the sections in application form for each of the products.

There will be a default workflow defined in the product as part of Day0 definition for each of the product along with identified set of steps; bank administrator will have an option to view the default workflow for each of the products. If the sequence defined for a product does not suit the bank requirements, the admin can opt to create a custom workflow by re-arranging the steps.

## Service Request

### Request Processing

Service requests allows the Bank Administrator- maker to search and view all the service requests that have been initiated by the Bank customers and are available with various statuses like Open, Completed and Rejected. Bank Administrator can search the service requests with specific search criteria and can update the status of open service requests.

## Additional options accessible via Menu

### Limits

#### (a) Limit Definition

Limits are defined by the bank to set up amount and duration based restrictions on the transactions that can be carried out by the user.

As part of Limits Definition maintenance, the Bank Administrator can define:

- **Transaction Limits:** It is the initiation limit with minimum and maximum amount, defined typically for a user with role 'Maker'.
- **Cumulative Limits:** It is the collective transaction amount limit for all the transactions that can be performed during a day and maximum **number of transactions in a day.**
- **Cooling Period Limits:** It is the time set by the bank during which fund transfer is not allowed to a newly added payee.

This Option allows the Bank Administrator to search and view limits, create limits and edit / delete existing limits.

#### (b) Limits Package

As part of the Limits Package definition, the created limits can be mapped to relevant transactions and/or roles.

The Limits Packages once created can be associated at User Level, Party Level and Role Level.

This Option allows the Bank Administrator to search and view Limit Package, create a new Limit Package, and edit / delete existing Limit Package.

### Reports

#### (a) Report Generation

Using this option, Bank Administrator – Maker, can generate various adhoc reports. Application provides an option to generate reports using Oracle Business Intelligence (BI) Publisher and / or by using an internal application. The reports available are:

- Date wise User Creation Report-
- File Identifiers wise Party User Mapping Report

- Party User wise File Identifiers Mapping Report
- Party wise Approval Rule Report
- Party wise File Identifiers Mapping Report
- Party wise Payee Maintenance Report
- Party wise User Groups Report
- Party wise Workflows Report
- Party wise Pending Approvals list Report
- Resources - Child Role Report
- Wallet Transaction Activity Report
- Wallets KYC Report
- Wallets Creation for a Date Range Report
- EPI Payment Reconciliation Report

### **(b) My Reports**

On accessing 'My Reports' menu, the Bank Administrator – Maker, can view the last 10 reports generated with the respective report status. He can choose to search a specific report using the search criteria or can opt to view/download detailed report.

### **(c) User Report Mapping**

The user report mapping maintenance allows the Bank Administrators to map the report or set of reports to a specific corporate user. The corporate users can generate and view the reports of which they have an access to.

Bank Administrator searches a corporate user based on the party id and view the reports mapped to him, he can also un-map the reports from specific corporate user so that access of the specific report/ s can be removed to that corporate user.

The Bank Administrator can also map the accounts of primary and linked parties for which the reports can be generated by a corporate user, so that corporate user can generate the report only for the accounts mapped to him.

## **Others**

### **(a) User Group Management**

The Bank Administrator – Maker, can create administrator and corporate user groups with two or more users. User can search and views already maintained groups, and also modify these. The maintained administrator user groups are used for further maintenances like – User Group Subject Mapping or while creating approval rules.

### **(b) Alert Subscription**

The Bank Administrator – Maker, can subscribe users to mandatory alerts, through this option. In addition, Retail and Corporate users of the bank, can subscribe to

alerts, and choose whether they want alerts delivered through Email, SMS or in their secured mailbox. The bank administrator processes the subscription request, received from customers. (For non-mandatory alerts).

### **(c) Audit Log**

The Bank Administrator can search and view the Audit Log.

---

#### **Note:**

- If the setup requires an approval workflow, it will be initiated. Once approved by the required number of approvers, the maintenance will be effective.
  - If the setup does not require an approval workflow or is self / auto approved, the maintenance will come into effect on saving and confirming.
- 

### **Activity Log**

The Bank Administrator – Maker, can view the log of activities here. For ease of use, user can provide a Date Range and search.

### **(a) Corporate Activity Log**

In the Corporate activity log, the bank administrator – Maker, can view the activities of corporate users. The following fields are displayed.

- Date: Date of the maintenance
- Description: Description of the maintenance
- Party Name: Party Name
- Reference Number: Reference Number of the maintenance.
- Status: Status of the maintenance

### **(b) Admin Activity Log**

Through the Admin Activity log, the bank administrator can view the bank admin activities. The following fields are displayed:

- Date: Date of the maintenance
  - Description: Description of the maintenance
  - Reference Number: Reference Number of the maintenance.
  - Status: Status of the maintenance
- 

### **Transaction Journey**

This screen displays the transaction details and transaction journey of corporate and administrator transactions. It displays the current status of transaction whether it is Initiated, Approved or Processed.

**ZigBank** | Search | Notifications | Logout

### Create User

**Review User Details**

User Type	Corporate User
Party ID	***147
Party Name	General Electric

**Personal Information**

User Name	Usainbolt
Title	Mr
First Name	Usain
Middle Name	
Last Name	bolt
Date of Birth	14 Dec 1997

**Contact Details**

Email ID	zartabk@gmail.com
Contact Number (Mobile)	6565656568
Contact Number (Landline)	
Address Line 1	23 Hill View
Address Line 2	
Address Line 3	
Address Line 4	
Country	AU
City	Melbourne
Zip Code	6565665

**Limit & Roles**

Limit

**Transaction Journey**

Initiation | Approval | Completion

Ryan Pereira  
14 Dec 02:26 PM

Back

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## Transaction Journey

### Transaction Name

This section displays the name of the transaction that is to be approved.

### Review

The section displays the details of the transaction that is to be approved for review.

**Transaction Name**

This section displays the name of the transaction that is to be approved.

**Transaction Journey**

This section displays the status of transactions that has been initiated by the maker. Transaction journey displays the status as:

- Initiation
- Approval
- Completion

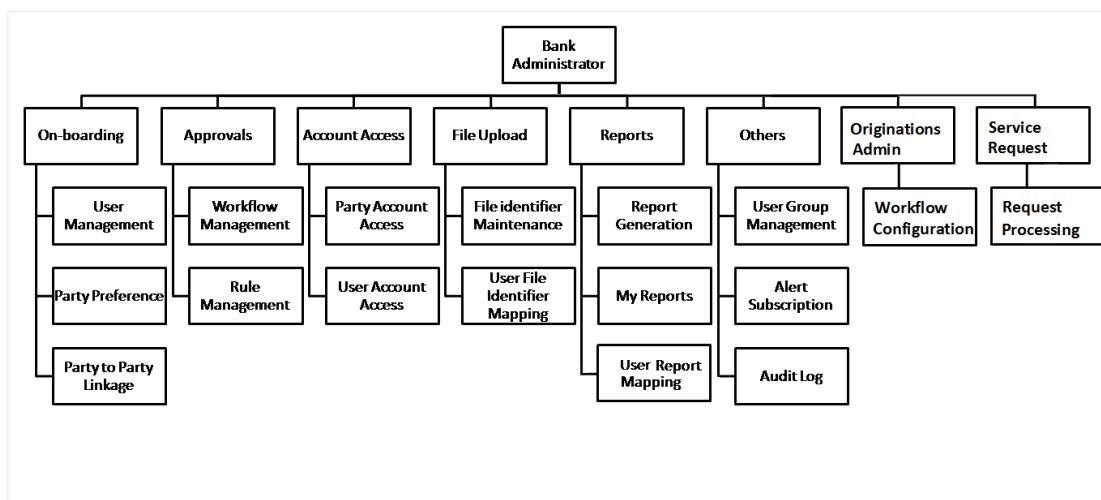
- 
1. Click **Back** to navigate to the **Dashboard**.



## 2.3 Administrator Approver Dashboard

This dashboard is available for Bank administrator users whose significant responsibility is of approving the transactions. Approver has the responsibility to ensure correctness of the maintenances as per the bank and corporate mandate, to ensure speedy and accurate processing.

### Workflow



### Features Supported In Application

The Bank Administrator- Approver approves the following transactions:

- Create new business users (Corporate/Retail/Corporate Administrator) and bank administrator users.
- Change or reset a user's password
- Control user access with permissions
- Control user alert subscription.
- Generate and download MIS Reports
- View audit log User Account Access

### Approver Dashboard - Overview

The Bank Administrator – Approver dashboard comprises of:

- Pending Approvals
- Quick Links
- Other Options accessed via Menu
- Activity Log

**Approver**

Pending For Approvals (2)

1 Party Maintenance    1 Admin Maintenance

Date	Description	Party Name	Initiated By	Reference No	Status
08 Dec 2:45 AM	Update Approval Rules	Albertsons Companies Inc.	Ryan Pereira	07121E35DC7F	In Progress

Page 1 of 1 (1 of 1 items)

**Quick Links**

- Onboarding: User Management
- Approvals: Workflow Management
- Account Access: Party Account Access
- File Upload: File Identifier Maintenance
- Origination Admin: Workflow Configuration
- Service Requests: Request Processing
- Party Preferences
- Rules Management
- User Account Access
- User File Identifier Mapping
- Configuration

**Activity Log (0)**

0 Corporate    0 Admin

Date	Description	Party Name	Reference No	Status
No data to display.				






Page 1 (0 of 0 items)



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## Dashboard Overview

### Icons

Following icons are present on the approver's dashboard:

-  : Clicking this icon takes you to the dashboard.
-  : Clicking this icon takes you to the Mailbox screen.
-  : Click this icon to search the transactions.
-  : Click this icon to log out from the application.
-  : Click the toggle menu to access the transactions

- : Click this icon to open the section in a new window.
- : Click this icon to search the transactions that are performed on a particular date. It has two fields **From** and **To**, you can select the start and end date to search the transaction.













### Toggle Menu Transactions




Following items are present on the Toggle Menu:

- **Welcome Note:** Displays the welcome note with last login details.
- **Current Entity:** Entity currently mapped to the maker.
- **Select Language:** Select your desired language from the drop-down list.

### Menus

Following menus are present on the maker's dashboard:

-  **Onboarding** : Click this menu to manage users.
-  **Approvals** : Click this menu to access Approval related transactions.
-  **Limits** : Click this menu to manage limits.
-  **Account Access** : Click this menu to set up account access rules on the transactions.
-  **Service Requests** : Click this menu to view and manage the initiated service request.
-  **File Upload** : Click this menu to create a file identifier and map it to the user.
-  **Reports** : Click this menu to generate reports and view the generated reports.
-  **Others** : (User Group Management, Alert Subscription, Audit Log)
-  **Mail Box** : Click this menu to view the Mails, Alerts and Notifications.
-  **My Profile** : Click this icon to view the profile of the logged in user.
-  **Session Summary** : Click to view the login details like start date and time, end date and time, Channel and IP address of the last sessions of the logged in user.
-  **ATM/Branch Locator** : Click to view the address and location of the ATMs and the branches of the Bank.

-  **Security Settings** : Click here for security settings.
-  **Help** : Click this menu to launch the online help.
-  **About** : Click this menu to view the information about the application like version number, copyright etc.

### **Pending for Approvals**

The Bank Administrator – Approver, can view the items pending for his approval. For ease of use, he can expand this page.

### **Party Maintenance**

In Party Maintenance, the Bank administrator – Approver, can view the party maintenances, pending approval. The following fields are displayed.

- Date: Date of the maintenance
- Description: Description of the maintenance
- Party Name: Party Name
- Initiated by: Initiator of the Party Maintenance.
- Reference Number: Reference Number of the maintenance.
- Status: Status of the maintenance

### **Admin Maintenance**

In Admin Maintenance, the Bank administrator – Approver, can view the admin maintenances, pending approval. The following fields are displayed.

- Date: Date of the maintenance
- Description: Description of the maintenance
- Initiated by: Initiator of the Party Maintenance.
- Reference Number: Reference Number of the maintenance.
- Status: Status of the maintenance

### **Quick Links**

#### **Onboarding**

##### **(a) User Management**

The Bank Administrator can search and view users, create users and modify users. User can reset passwords of the users. Also user can lock / unlock a user, through this option.

##### **(b) Party Preferences**

Party Preferences maintenance enables Bank Administrator to define certain parameter values as per the corporate entities requirements. Following preferences can be set for a corporate party:

- Cumulative Daily/Monthly limits per transaction
- Transaction limits for users
- Approval flow – Parallel or Sequential or none
- To enable Channel access or not
- To enable a Corporate Administrator or not.

### **(c) Party to Party Linkage (Through menu)**

Party to Party linkage is required by medium and large corporates if the user(s) of the parent company needs to access accounts of the subsidiary companies. For e.g. consider a case wherein say 'ABC Industries' is the parent company with a subsidiary company 'PQR Enterprises' and the users of ABC Industries needs to access accounts of PQR Enterprises to carry out transactions and/or inquiries. The corporate will provide a mandate/ board resolution to the bank for creation of Party to Party linkage. Bank administrator will setup a Party to Party linkage by selecting the parent party and the parties to be linked.

## **Approvals**

### **(a) Workflow Management**

Approval workflows are created to support requirements where multiple levels of approval are required in a specific sequence for a transaction/maintenance. Each workflow can be configured to have up to 5 levels of approval with a specific user or a user group configured at each level.

Bank Administrator Approver can search and view approval workflows maintained and create new workflows. As a part of creating workflows, user can add various levels of approvals and map users or user groups to each level. User can also modify workflows maintained.

### **(b) Rule Management**

The Bank administrator – Approver, can set up rules, for approvals. Applying a rule makes the requirement for an approval more customized. For instance, through this screen, the Bank Administrator can create a rule, so that all administrator maintenances initiated by a certain user-group, always require approval.

## **Account Access**

### **(a) Party Account Access**

Bank Administrator can set up account and transaction access rules at the corporate party level. The administrator can provide access to accounts held by the party with the bank as available in the core banking system. Bank administrator maker can search and view accounts and transactions mapping done at primary party and linked party. User can create, modify and delete such mapping.

### **(b) User Account Access**

Using this option Bank Administrator can set up account and transaction access for user(s) of the corporate party. This maintenance can be done only after the Party Account Access

is setup for the party of the user(s). Bank administrator maker can search and view account and transaction mapping of a specific user. User can create, modify and delete mapping of a user to an account / transaction.

## **File Upload**

### **(a) File Identifier Maintenance**

Bank administrator – Maker, can create file identifiers (FI) for a corporate entity. A File Identifier is always mapped to a specific single file template. It permits configuration of corporate preferences like approval type (file level/ record level) for a particular type of file. This is a pre-requisite for the File Uploads functionality, for a corporate.

### **(b) User File Identifier Mapping**

Through this option bank administrator – Maker, can map a file identifier to a user to grant access rights to the user, for this specific file type. This maintenance enables a user to upload a specific file, approve the uploaded file and view its status. Bank administrator maker can map / un-map file identifiers to a User. Further, user can enable or disable the sensitive data check. This is a pre-requisite maintenance, for the File Uploads functionality, for a corporate.

## **Origination Admin**

### **Workflow Configuration**

Workflow configuration allows the bank administrator to define the sequence of the sections in application form for each of the products.

There will be a default workflow defined in the product as part of Day0 definition for each of the product along with identified set of steps; bank administrator will have an option to view the default workflow for each of the products. If the sequence defined for a product does not suit the bank requirements, the admin can opt to create a custom workflow by re-arranging the steps.

## **Service Request**

### **Request Processing**

Service requests allows the bank administrator- approver to search and view all the service requests that have been initiated by the maker and are pending for approvals for his own accounts and transactions mapped, as well as those of linked parties. This option also allows him to approve or reject the service requests.

## **Options accessible via Menu**

### **Limits**

#### **(a) Limit Definition**

Limits are defined by the bank to set up amount and duration based restrictions on the transactions that can be carried out by the user.

---

As part of Limits Definition maintenance, the Bank Administrator can define:

- **Transaction Limits:** It is the initiation limit with minimum and maximum amount, defined typically for a user with role 'Maker'.
- **Cumulative Limits:** It is the collective transaction amount limit for all the transactions that can be performed during a day and maximum number of transactions in a day.
- **Cooling Period Limits:** It is the time set by the bank during which fund transfer is not allowed to a newly added payee.

This Option allows the Bank Administrator to search and view limits, create limits and edit / delete existing limits.

#### (b) Limits Package

As part of the Limits Package definition, the created limits can be mapped to relevant transactions and/or roles.

The Limits Packages once created can be associated at User Level, Party Level and Role Level.

This Option allows the Bank Administrator to search and view Limit Package, create a new Limit Package, and edit / delete existing Limit Package.

### Reports

#### (a) Report Generation

Using this option, bank administrator – Maker, can generate various adhoc reports. Application provides an option to generate reports using Oracle Business Intelligence (BI) Publisher and / or by using an internal application. The reports available are:

- Date wise User Creation Report-
- File Identifiers wise Party User Mapping Report
- Party User wise File Identifiers Mapping Report
- Party wise Approval Rule Report
- Party wise File Identifiers Mapping Report
- Party wise Payee Maintenance Report
- Party wise User Groups Report
- Party wise Workflows Report
- Party wise Pending Approvals list Report
- Resources - Child Role Report
- Wallet Transaction Activity Report
- Wallets KYC Report
- Wallets Creation for a Date Range Report
- EPI Payment Reconciliation Report

**(b) My Reports**

On accessing 'My Reports' menu, the bank administrator – Maker, can view the last 10 reports generated with the respective report status. He can choose to search a specific report using the search criteria or can opt to view/download detailed report.

**Others****(a) User Group Management**

User group is a set of people/users with similar interests and goals.

Using this option bank administrator can maintain the user groups of bank administrator and of corporate users of same party ID. User groups maintained by administrators for bank administrator users and corporate users are used while creating approval workflows and approval rules.

Also the user groups created for bank administrator type of user are used for mapping secured mail subjects. Each subject category can be linked to a group of bank administrator users. So that administrators will receive the mails only of the subjects mapped to the users.

**(b) Alert Subscription**

The Bank administrator – Maker, can subscribe users to mandatory alerts, through this option. In addition, Retail and Corporate users of the bank, can subscribe to alerts, and choose whether they want alerts delivered through Email, SMS or in their secured mailbox. The bank administrator processes the subscription request, received from customers. (For non-mandatory alerts).

**(c) Audit**

The bank administrator can search and view the Audit Log.

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**Note:**

- If the setup requires an approval workflow, it will be initiated. Once approved by the required number of approvers, the maintenance will be effective.
- 

**Activity Log**

The Bank administrator – Approver, can view the log of activities here. For ease of use, he can provide a Date Range and search.

**(a) Corporate Activity Log**

In the Corporate activity log, the Bank administrator – Approver, can view the activities of corporate users. The following fields are displayed.

- Date: Date of the maintenance
  - Description: Description of the maintenance
-



- Party Name: Party Name
- Initiated by: Initiator of the Party Maintenance.
- Reference Number: Reference Number of the maintenance.
- Status: Status of the maintenance

#### **(b) Admin Activity Log**

Through the Admin Activity log, the Bank administrator – Approver, can view the bank admin activities. The following fields are displayed:

- Date: Date of the maintenance
  - Description: Description of the maintenance
  - Party Name: Party Name
  - Initiated by: Initiator of the Party Maintenance
  - Reference Number: Reference Number of the maintenance
  - Status: Status of the maintenance
- 

## **2.4 Approve the transaction**

The transactions that have been initiated by the maker are pending for approvals. The approver user logs to the application, user views all the transactions that are pending for approvals.

#### **How to reach here:**

*Approver Dashboard > Pending for Approvals section*

#### **To approve the transaction:**

1. Click the **Reference Number** link of the transaction that is to be approved, in the **Pending for Approval** section. The transaction screen with **Review** and **Transaction Journey** section appears.

## Transaction Journey

### Transaction to approve

#### Transaction Name

This section displays the name of the transaction that is to be approved.

#### Review

The section displays the details of the transaction that is to be approved for review.

#### Transaction Journey

This section displays the status of transactions that has been initiated by the maker. Transaction journey displays the status as:

- Initiate
- Approve
- Process

2. Click **Approve** to approve the initiated transaction. The **Transaction Approval** screen appears.  
OR  
Click **Reject** to reject the transaction.  
OR  
Click **Back** to navigate to the **Dashboard**.
3. Enter the remarks and click **Approve**.  
OR  
Enter the remarks and click **Reject**.  
OR

Click **Cancel** to cancel the transaction.  
The screen with success message appears.

## **FAQs**

1. **How can I access different dashboards if multiple roles are assigned to me?**

An option is provided to switch between the different dashboards if multiple roles are assigned to you.

2. **Will I be able to see the current status of a transaction initiated by me?**

Yes, transaction journey section shows the latest status of the transaction along with the date, time and name of the user last acted on.

3. **What are quick links; can I change the transactions appearing under quick link section?**

Quick Links gives you easy access to some of the more commonly used transactions/maintenances in the system. You cannot change the transactions appearing under quick link section.

[Home](#)

### 3. System Rules

System rules are defined to set different parameters for each enterprise role. Various parameters can be set for each enterprise role are party mapping required, Limits Check, Party Preferences Check, Account Transaction Mapping and Approvals Check. Enabling these parameters at enterprise role, enforces the system to check if respective maintenances are available for users associated with those enterprise roles.

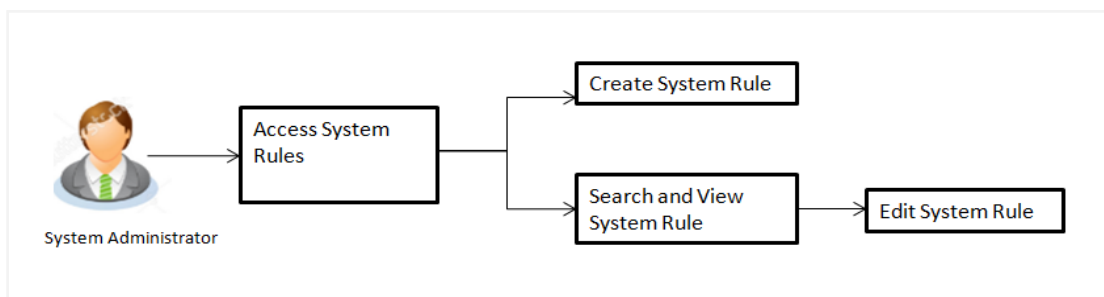
E.g. if Approval check flag is enabled for 'Corporate User' type of enterprise role; then transactions initiated by corporate type of users will follow the approval maintenance for a party mapped to user. If approval check flag is disabled for 'Retail User' type of enterprise role, then transactions initiated by retail user will not follow the approval maintenance and will get auto-approved by the system.

This screen allows the System Administrator to search and view existing system rules, and create new system rule.

#### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.
- Enterprise roles are maintained in application.

#### Workflow



#### Features Supported In Application

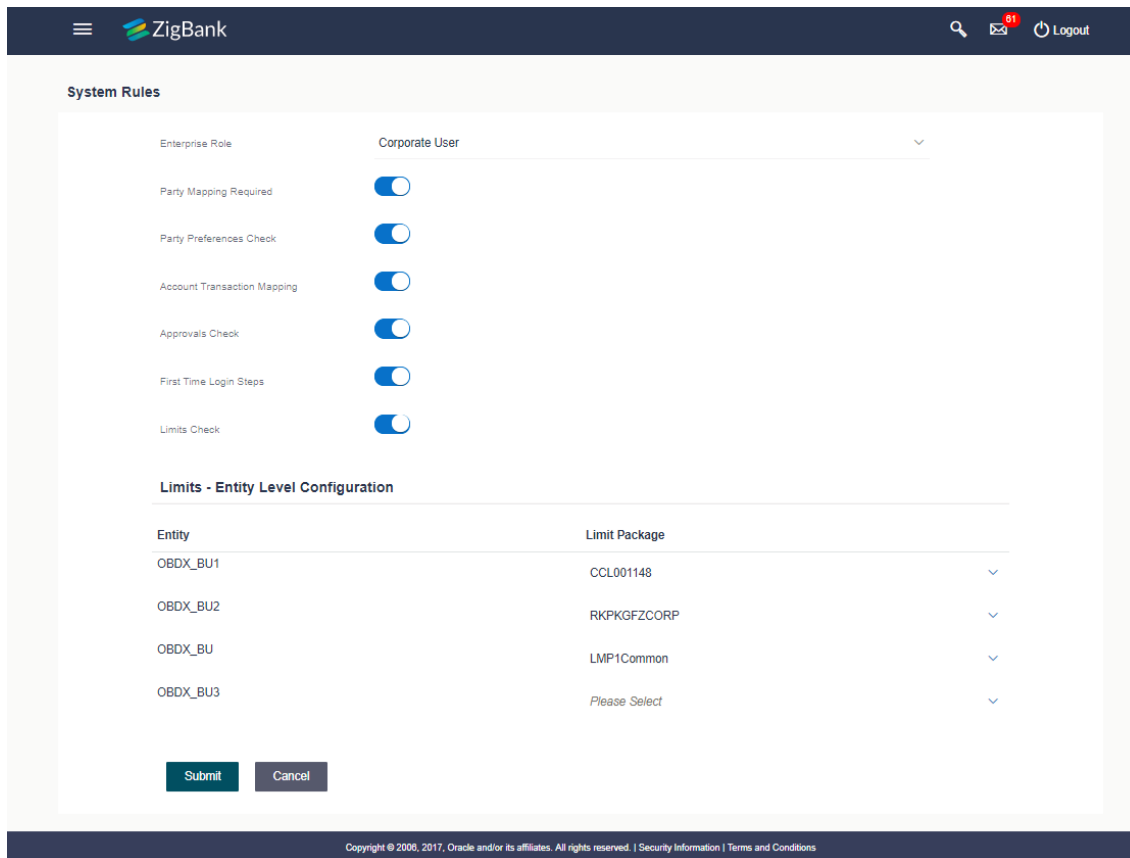
This option allows the System Administrator to:

- Maintain system rules
- View system rules
- Edit system rules

#### How to reach here:

*Administration Dashboard > Rules and Role > System Rules*

## System Rules



### Field Description

Field Name	Description
<b>Enterprise Role</b>	Name of enterprise roles set in application. The options can be: <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Administrator</li> <li>• Retail User</li> </ul> On selecting an application role, system rules maintained if any are shown in editable form.
<b>Party Mapping Required</b>	Party mapping check is required for a particular enterprise role or not.
<b>Party Preferences Check</b>	Party preferences check is required or not.

Field Name	Description
<b>Account Transaction Mapping</b>	Account transaction mapping check is required or not.
<b>Approvals Check</b>	Approvals check is required or not.
<b>First Time Login Steps</b>	First time login steps to be followed or not These steps will also be applicable for origination's customers when they login for first time to Application tracker or through the orientation page.
<b>Limits Check</b>	Limits check is required or not. If limit check is required, assign a limit package. In case of multi entity set up, limit package needs to be mapped at each entity level.

#### To set the system rules:

1. From the **Enterprise Role** list, select the appropriate option.
2. In the **Party Mapping Required** field, select the appropriate option.
3. In the **Party Preferences Check** field, select the appropriate option.
4. In the **Account Transaction Mapping Check** field, select the appropriate option.
5. In the **Approvals Check** field, select the appropriate option.
6. In the **First Time Login Steps** field, select the appropriate option.
7. In the **Limits Check** field, select the appropriate option.
8. Click **Submit** to save system rules.  
OR  
Click **Cancel** to cancel the transaction.  
The success message appears.
9. The **System Rules - Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
OR  
Click **Cancel** to cancel the transaction and navigate back to 'Dashboard'.
10. The success message of System Rules maintenance appears along with the transaction reference number. Click **OK** to complete the transaction.

## FAQs

1. **Who can create-edit this maintenance?**  
System Administrator can create and edit this maintenance.
2. **How can I find out what checks are granted to a particular role? Can I change it?**

You can select a role and view the checks mapped to the role, you can also edit the type of checks.

[Home](#)

## 4. Transaction Aspects

Using this option, System Administrator can define the aspects for a transaction. Depending on the aspects defined for a transaction through this maintenance, the transaction will be available/unavailable for selection in the respective maintenance screen

User can view the aspects for a selected transaction and also edit the aspects i.e. enable/disable the aspects for the selected transaction

The following aspects are available for a transaction:

- Limits Check
- Approvals
- Grace Period
- Working Window
- Blackout
- 2 Factor Authentication
- Audit
- e-Receipts

### Pre-Requisites

System Administrator has access to the specified transaction

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**Note:** There are certain transactions in the system for which all the aspects are not applicable. In such cases on selection of the transaction, the aspect(s) that are not applicable will be greyed out and not available for the user to edit.

---

### Features supported in Application:

- View Transaction Aspects
- Edit Transaction Aspects

### How to reach here:

*Dashboard > Configuration > Transaction Aspects*

### 4.1 View Transaction Aspects

As part of View, System Administrator can view the aspects enabled/disabled for a transaction.

#### To view the transaction aspects:

1. From the **Transaction** list, select the transaction for which you wish to view the defined aspects.



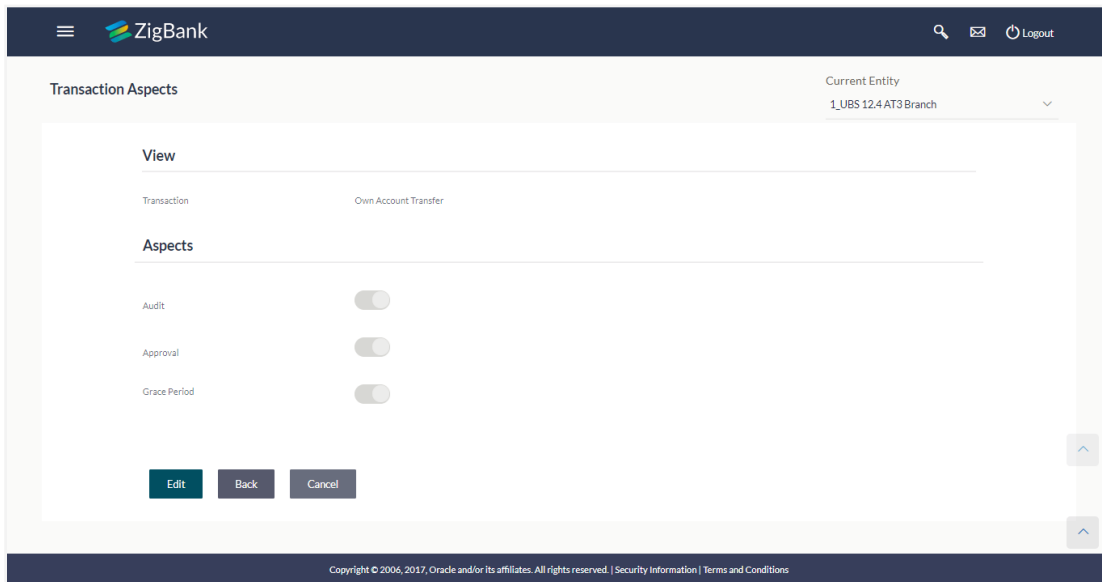
## Transaction Aspects

### Field Description

Field Name	Description
<b>Transaction</b>	The name of the transaction for which aspects are to be listed.

- Click **Search**. The **Transaction Aspects- View** screen appears.  
 OR  
 Click **Cancel** to cancel the transaction.  
 OR  
 Click **Clear** to reset the selected transaction.

## Transaction Aspects- View



### Field Description

Field Name	Description
<b>Transaction</b>	The name of the transaction for which aspects are to be listed.
<b>Aspects</b>	
<b>List of Aspects</b>	The list of aspects for a transaction.

3. Click **Edit** to modify the aspects.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.

1.

## 4.2 Update Transaction Aspects

Using this option user can update the listed aspects for a transaction by enabling or disabling it.

### To modify the transaction aspects:

1. From the **Transaction** list, select the appropriate transaction.
2. Click **Search**. The **Transaction Aspects- View** screen appears.
3. Click **Edit** to modify the aspects i.e. the aspect for a transaction can be enabled/disabled. The **Transaction Aspects- Edit** screen appears.
4. OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.

## Transaction Aspects- Edit

The screenshot shows the 'Transaction Aspects - Edit' interface. At the top, there's a dark blue header with the ZigBank logo and navigation icons. Below the header, the page title 'Transaction Aspects' is displayed on the left, and 'Current Entity: 1\_UBS 12.4.AT3 Branch' is on the right. The main content area is divided into two sections: 'Edit' and 'Aspects'. In the 'Edit' section, the 'Transaction' field contains the text 'Own Account Transfer'. The 'Aspects' section contains three toggle switches: 'Audit' (checked), 'Approval' (checked), and 'Grace Period' (unchecked). At the bottom of the form, there are three buttons: 'Save', 'Back', and 'Cancel'. A footer at the very bottom contains copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Transaction</b>	The name of the transaction for which aspects are to be updated.
<b>Aspects</b>	
<b>List of Aspects</b>	The list of aspects for a transaction.

4. Click on the toggle button against the respective aspect to enable/disable the aspect
5. Click **Save** to confirm the changes.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.
6. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any. User is directed to the **Transaction Aspects- Edit screen** with values in editable form.  
OR  
Click **Cancel** to cancel the transaction.
7. The success message appears confirming the modification of aspects for the transaction.

[Home](#)

## 5. Role Transaction Mapping

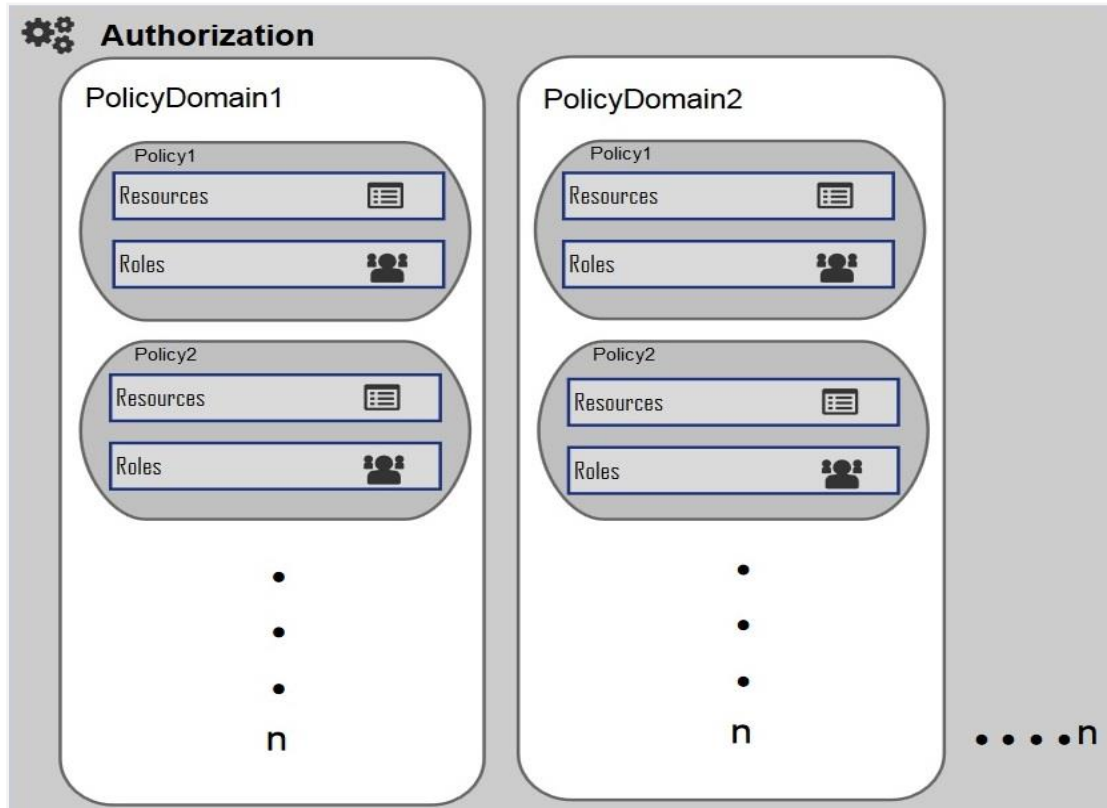
### Authorization Workflow

Authorization is unified user role management system which entitles user a particular authority known as '**Role**' against a targeted '**Resource**' of an application. Authorization allows an organization to protect its resources by defining and managing policies that control access to, and usage of, these resources.

Access privileges are defined in a policy by specifying who can do what to which resource. Current Authorization supports the creation of Role Based Authorization Policies. This mapping allows users in external groups to access resources as specified by the Application Roles.

Authorization consists of multiple policy domains for logical separation of policies. Each Policy Domain holds multiple policies for that policy domain. Policy determines access permissions on different resources specific to each entity. The policy consists of relation between one or more resources/ entitlements and roles.

Below diagram shows the relationship and hierarchy of Authorization components like Policy Domain, Policy, Resources, and Roles.



### Policy Domain

A Policy Domain is a container for multiple policies created in the system.

One policy domain holds group of policies defined for a specific region. Administrator can create, update, delete Policy domain.

## Policy

Policy defines mapping between resources/entitlements and application roles/enterprise roles.

Each policy can be designed to PERMIT or DENY access to resources depending on business regulations. Policy can have multiple resources or multiple application roles.

When there is a need for a group two or more resources, administrator can create an entitlement and add it in the policy for user authentication.

## Resource

A Resource is the complete path of a method provided in the code. As per the business policy, the administrator may want to give access to that code only after login. In such a scenario, this particular resource is added to a policy for a given user role.

## Application Role

Application role is a logical grouping of one or many enterprise roles.

It defines criteria for mapping enterprise Roles to a user defined role. One target Application may have several different Application Roles, with each one assigned a different set of privileges offering more fine-grained access.

One Enterprise Role can be mapped to many Application Roles. For example, the Enterprise Role employee (stored in LDAP-based identity store) can be mapped to the Application Role customer support member (defined in one Application) and to the Application Role IT member (defined in another Application).

Role to Transaction Mapping (Authorization) allows the System Administrator to:

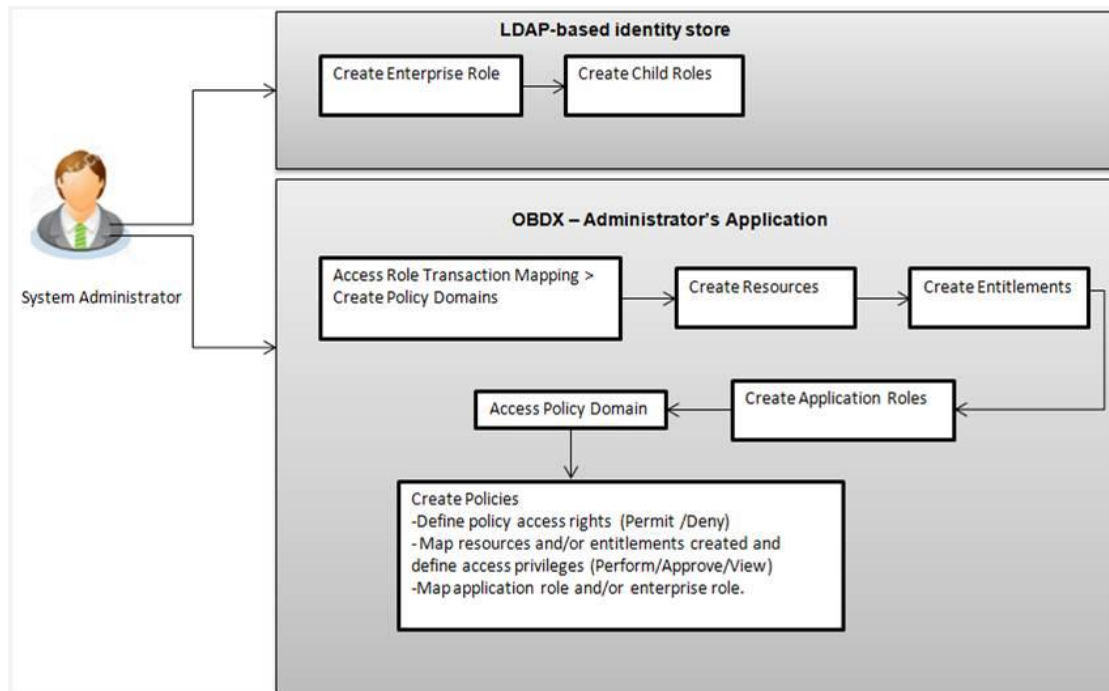
- Create and Update Policy Domain
- Create, View and Edit Policies
- Create, View and Edit Application Resource
- Create, View and Update Application Role
- Create, View and Update Entitlement

## Business scenario 1

- ZigBank wants to create three enterprise roles – Administrator, Corporate users, Retail users (Define in LDAP based identity store)
- Further, the requirement is to enable following child roles under each enterprise role (Define in LDAP based identity store)
  - Administrator – Maker and Approver
  - Corporate Users – Maker, Viewer, Approver, Corporate Admin Maker, Corporate Admin Approver
  - Retail User – Customer

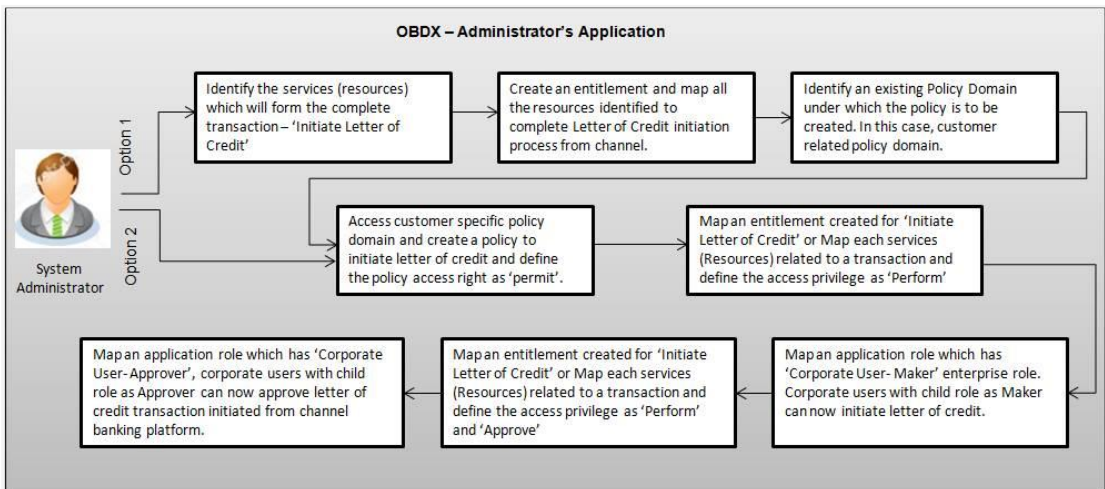
- Out of box, 2 Domains are available, one for administrator types of users and another is for bank's customers. Additional domain can be created, if required.
- Create resources for new transactions in addition to the resources which are available out of box (Resource is the complete path of a method provided in the code),
- Create entitlements e.g. create an entitlement with all payment related resources. (entitlement is logical grouping of resources)
- Create one application role and map to all required enterprise roles for commonly used transactions like mailbox, change password etc if required.
- Access policy Domain > ZBAdmin.
  - Create a policy and define policy effect - Permit or Deny
  - Map resources and/or entitlements created and define access privileges (Perform/Approve/View)
  - Map application role and/or enterprise role.

### Workflow



**Business scenario 2**

After few months of Bank’s operation, Zigbank wants to now introduce the functionality to ‘Initiate Letter of credit’ from channel banking platform and wants to enable the feature only to Corporate User with child role as Maker so that the users can initiate the transaction from channel. Also the requirement is that a Corporate User with child role as Approver should be able to approve the transaction initiated by maker.



## 5.1 Role Transaction Mapping - Policy Domain

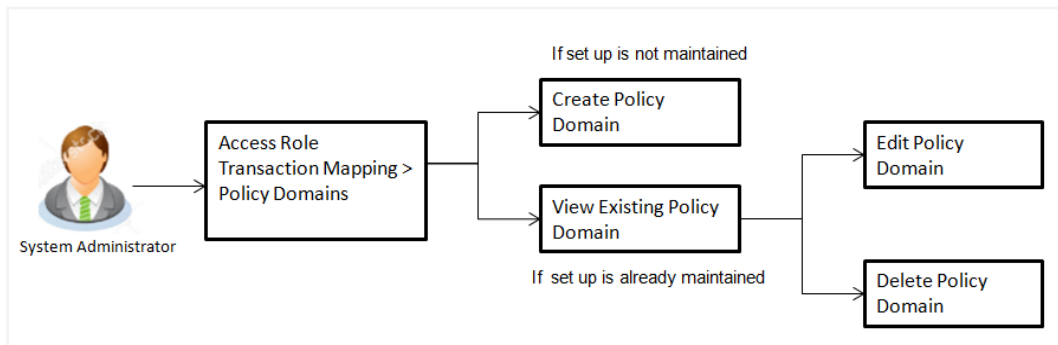
Administration of the policies securing one protected application may be delegated using one or more (optional) Policy Domains. The use of multiple Policy Domains allows policies to be partitioned according to some defined logic, such as the architecture of the protected application or depending on business purpose for securing various resources.

Using this option you can create, edit and delete the policy domain. The Policy Domain is the parent screen from which you can create and edit the policies.

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.

### Workflow



### Features supported in application

Using this option system administrator can perform the following actions:

- Create Policy Domains
- View Policy Domains
- Edit Policy Domains
- Delete Policy Domains

### How to reach here:

*Administration Dashboard > Role Transaction Mapping > Policy Domain*

#### 5.1.1 Create Policy Domain

System Administrator logs into the system and navigates to the Role Transaction Mapping screen. On accessing the transaction, policy domains maintained if any are listed displayed on the screen. User can opt to view the details of existing policy domain or can create new policy domain using this screen.




## To create a new policy domain

1. In the **Policy Domain** section, click **Create**. The **Create New Policy** screen appears.

### Create Policy Domain

### Field Description


Field Name	Description
<b>Name</b>	Name of the policy domain.
<b>Description</b>	Description of the policy domain.

2. In the **Name** field, enter the name of the policy domain.
3. In the **Description** field, enter the description of the policy domain.
4. Click **Create**.  
OR  
Click **Cancel** to cancel the transaction.
5. The success message appears. Click  if you want to edit the policy domain.

### 5.1.2 Update Policy Domain


This function enables the System Administrator to edit the description of existing policy domain.

#### To edit a policy domain:

1. Click  of the record which you want to edit. The **Update Policy Domain** section appears.

## Update Policy Domain


The screenshot shows a web interface for updating a policy domain. The form is titled "Update Policy Domain" and is part of an "Authorization Workflow". It contains two fields: "Name" with the value "OFSSAdmin\_Policy" and "Description" with the value "OFSSAdmin\_Policy". Below the fields are two buttons: "Apply" (in blue) and "Cancel" (in grey). The top navigation bar includes the ZigBank logo, a search icon, a notification icon with "444", and a "Logout" button. The footer contains the text "Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions".

2. In the **Description** field, edit/ update the description of the policy domain if required.
3. Click **Apply**.  
OR  
Click Cancel to cancel the transaction.
4. The screen with success message appears. Click  if you want to delete the record.

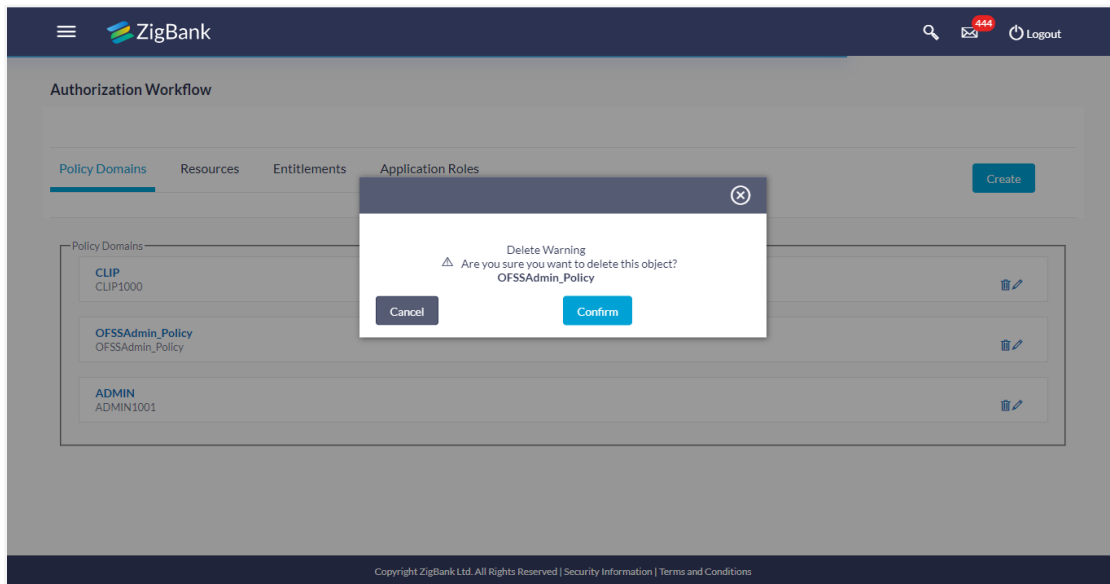
### 5.1.3 Delete Policy Domain

Using this option System Administrator can delete an existing policy domain.

**To delete a policy domain:**

1. Click  for the record which you want to delete. The **Delete Warning** message appears.

## Delete Policy Domain



2. Click **Confirm**. The **Policy Domain** screen with the successful object deletion message appears.  
OR  
Click **Cancel** to abort the policy domain deletion process.

## 5.2 Role Transaction Mapping (Authorization) - Policy

An Authorization Policy specifies whether an entity (Application Role/ Enterprise Role) is allowed on protected targets (Resources/ Entitlements). An Authorization Policy defines mapping between resources/ entitlements and application roles/ enterprise roles. Each policy can be designed to PERMIT or DENY access to targets depending on business regulations. Policy can have multiple resources or multiple application roles.

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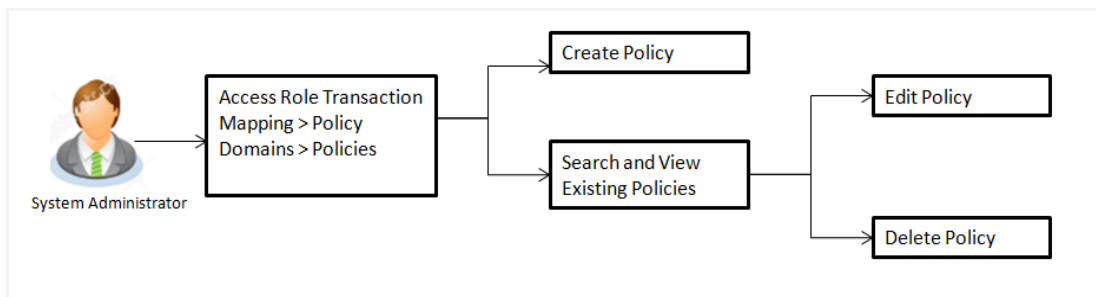
**Note:** While creating/ updating policy, the system administrator must add at least one resource or entitlement and at least one application role or enterprise role.

---

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.
- Policy domain is maintained.

### Workflow



### Features supported in application

Using this option system administrator can perform the following actions:

- Create Policy
- View Policy
- Edit Policy
- Delete Policy

### How to reach here:

*Administration Dashboard > Role Transaction Mapping > Policy Domain > Policies*

### 5.2.1 Search Policies

Policies maintained (if any) are displayed on the screen after searching with valid input. User can opt to view the details of existing rule or can create new Policy using this screen.

#### To search policies

1. In the **Policy Domain** section, click the required policy link. The **Policies** screen appears.

## Policies

The screenshot displays the 'Policies' section within the 'Authorization Workflow' of the ZigBank system. The interface includes a navigation menu with 'Policy Domains', 'Resources', 'Entitlements', 'Application Roles', and 'Policies'. The 'Policies' tab is active. A 'Create' button is located at the top left of the form. The form contains the following fields:

- Policy Name**: A text input field.
- Effect**: Radio buttons for 'Permit' and 'Deny'.
- Application Role Name**: A text input field.
- Enterprise Role Name**: A text input field.
- Resource Name**: A text input field.
- Entitlement Name**: A text input field.

At the bottom of the form, there are 'Search' and 'Reset' buttons. The footer of the page contains the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Policy Name</b>	Name of the policy.
<b>Effect</b>	Type of effect. The options can be: <ul style="list-style-type: none"> <li>• Permit</li> <li>• Deny</li> </ul>
<b>Application Role Name</b>	Name of the application role.
<b>Enterprise Role Name</b>	Name of the enterprise role.
<b>Resource Name</b>	Name of the resource.
<b>Entitlement Name</b>	Name of the entitlement.

2. Click **Search**.
3. The **Policies** screen with search results appears. Click **Reset** to reset the search parameters.

## Search Policy - Search Results

☰ ZigBank
🔍 444 🏠 Logout

**Authorization Workflow**

Policy Domains   Resources   Entitlements   Application Roles   Policies   Create

Policy Name	<input type="text"/>	Effect	<input checked="" type="radio"/> Permit <input type="radio"/> Deny
Application Role Name	<input type="text"/>	Enterprise Role Name	<input type="text"/>
Resource Name	<input type="text"/>	Entitlement Name	<input type="text"/>

Search
Reset

Policies

---

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 MAKER\_COM.OFSS.DIGX.APP.APPROVAL.SERVICE.TRANSACTION.TRANSACTION.READ\_PL

[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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CORPORATEADMINMAKER\_COM.OFSS.DIGX.APP.APPROVAL.SERVICE.WORKFLOW.WORKFLOW.READ\_PL  
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[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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CORPORATEADMINMAKER\_COM.OFSS.DIGX.APP.APPROVAL.SERVICE.USERGROUP.USERGROUP.UPDATE\_PL  
 CORPORATEADMINMAKER\_COM.OFSS.DIGX.APP.APPROVAL.SERVICE.USERGROUP.USERGROUP.UPDATE\_PL

[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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 CUSTOMER\_COM.OFSS.DIGX.APP.COLLABORATION.SERVICE.MAILBOX.MESSAGE.MAILER.MAILER.READ\_PL

[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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 VIEWER\_COM.OFSS.DIGX.APP.COLLABORATION.SERVICE.MAILBOX.MESSAGE.MAILER.MAILER.READ\_PL

[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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 CHECKER\_COM.OFSS.DIGX.APP.COLLABORATION.SERVICE.MAILBOX.MESSAGE.MAILER.MAILER.READ\_PL

[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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
MAKER\_COM.OFSS.DIGX.APP.ACCOUNT.SERVICE.NICKNAME.ACCOUNTNICKNAME.UPDATELIST\_PL  
 MAKER\_COM.OFSS.DIGX.APP.ACCOUNT.SERVICE.NICKNAME.ACCOUNTNICKNAME.UPDATELIST\_PL

[Application Roles](#) | [Enterprise Roles](#) | [Resources](#) | [Entitlements](#) 🗑️ ✎

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## Field Description

Field Name	Description
<b>Policies</b>	You can view the following policy details: <ul style="list-style-type: none"> <li>• Policy Name</li> <li>• Policy Description</li> </ul>

4. Click . The **Edit Policy** section appears.  
OR  
Click . The **Delete Warning** message appears.  
OR  
Click the **Application Roles** link to view the Application Roles currently mapped to the policy.  
OR  
Click the **Enterprise Roles** link to view the Enterprise Roles currently mapped to the policy.  
OR  
Click the **Resources** link to view the Resources currently mapped to the policy.  
OR  
Click the **Entitlements** link to view the Entitlements currently mapped to the policy.


### 5.2.2 Create New Policy

Using this option System Administrator can create a new policy.

#### To create a new policy

1. In the **Policy Domain** section, click the required policy link. The **Add New Policy** section appears.
2. Click **Create**. The **Create New Policy** screen appears.

## Create New Policy

 441 Logout

### Authorization Workflow

Effect:  Permit  Deny

Name: Policy11

Description: Adminpolicy

Map Resources

Resource Type	Permissions
com.ofss.dltx.app.approval.service.us ergroup.UserGroup.lst	<input checked="" type="checkbox"/> Perform
com.ofss.dltx.app.approval.service.us ergroup.UserGroup.lstDescription	<input checked="" type="checkbox"/> Approve
com.ofss.dltx.app.approval.service.us ergroup.UserGroup.lstDisplayName	<input checked="" type="checkbox"/> View

Resource Type	Permissions
com.ofss.dltx.app.approval.servic e.rule.update	<input checked="" type="checkbox"/> Perform
com.ofss.dltx.app.approval.servic e.rule.updateDescription	<input checked="" type="checkbox"/> Approve
com.ofss.dltx.app.approval.servic e.rule.updateApprovalName	<input type="checkbox"/> View

Map Entitlements

Added Entitlements
TestAuthEntitlement
TestAuthEntitlement
TestAuthEntitlement

Map Application Roles

Added Application Roles
CorporateAdminChecker
CorporateAdminCheckerDisplayName
CorporateAdminCheckerDescription
CorporateAdminMaker
CorporateAdminMakerDisplayName
CorporateAdminMakerDescription

Map Enterprise Roles

Added Enterprise Roles
anonymous-role
AuthAdmin
Administrator
RetailUser
Maker



Create Cancel

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Effect</b>	Type of effect. The options can be: <ul style="list-style-type: none"> <li>• Permit</li> <li>• Deny</li> </ul>
<b>Name</b>	Name of the policy.
<b>Description</b>	The description of policy.
<b>Map Resources</b>	
<b>Resource Type</b>	Type of resources.
<b>Resource Name</b>	Name of the enterprise role.
<b>Map Entitlements</b>	
<b>Resource Name</b>	Name of the resource.
<b>Entitlement Name</b>	Name of the entitlement.
<b>Resource Name</b>	Name of the resource.
<b>Map Application Roles</b>	
<b>Application Role Name</b>	Name of the entitlement.
<b>Enterprise Role Name</b>	Name of the resource.
<b>Map Enterprise Roles</b>	
<b>Enterprise Role Name</b>	Name of the entitlement.
<b>Resource Name</b>	Name of the resource.


3. In the **Effect** field, select the appropriate option.
4. In the **Name** field, enter the name of the policy.
5. In the **Description** field, enter the description of the policy.
6. In the **Map Resources** section, click .
7. The **Create New Policy** screen with expanded **Map Resources** section appears. Click **Search**.
8. The **Create New Policy – Map Resources** screen with search results appears. Select a resource to be mapped and click .

9. Click **Done**.
10. The **Create New Policy** screen with **Added Resources** section appears. Repeat the steps 6 to 9 for **Map Entitlements**, **Map Application Roles** and **Map Enterprise Roles** section.
11. Click **Create**. The success message appears.  
OR  
Click **Cancel** to cancel the transaction.

### 5.2.3 Edit Policy

Using this option System Administrator can edit or update the details of an existing policy.

#### To edit a policy:

1. Repeat step 2 of **Search Policy** section.
2. Click  of the record which you want to edit. The **Edit Policy** section appears.

## Edit Policy


The screenshot displays the 'Edit Policy' configuration page. At the top, the ZigBank logo and navigation icons are visible. The main content area is titled 'Authorization Workflow' and includes the following sections:

- Effect:** Radio buttons for 'Permit' (selected) and 'Deny'.
- Name:** Text field containing 'Policy11'.
- Description:** Text field containing 'Adminpolicy'.
- Map Resources:** A table with two columns of resource types and their associated permissions.
 

Resource Type	Permissions
com.ofss.digx.app.approval.service.us ergroup.UserGroup.list	<input checked="" type="checkbox"/> Perform <input checked="" type="checkbox"/> Approve <input checked="" type="checkbox"/> View
com.ofss.digx.app.approval.service.us ergroup.UserGroup.listDescription	<input checked="" type="checkbox"/> Perform <input checked="" type="checkbox"/> Approve <input checked="" type="checkbox"/> View
com.ofss.digx.app.approval.service.us ergroup.UserGroup.listDisplayName	<input checked="" type="checkbox"/> Perform <input checked="" type="checkbox"/> Approve <input checked="" type="checkbox"/> View
com.ofss.digx.app.approval.servic e.rule.Rule.update	<input checked="" type="checkbox"/> Perform <input checked="" type="checkbox"/> Approve <input type="checkbox"/> View
com.ofss.digx.app.approval.servic e.rule.Rule.updateDescription	<input checked="" type="checkbox"/> Perform <input checked="" type="checkbox"/> Approve <input type="checkbox"/> View
com.ofss.digx.app.approval.servic e.rule.Rule.updateDisplayName	<input checked="" type="checkbox"/> Perform <input checked="" type="checkbox"/> Approve <input type="checkbox"/> View
- Map Entitlements:** A list of 'Added Entitlements' including 'TestAuthEntitlement'.
- Map Application Roles:** A list of 'Added Application Roles' including 'CorporateAdminChecker', 'CorporateAdminMaker', and their respective display and description fields.
- Map Enterprise Roles:** A list of 'Added Enterprise Roles' including 'anonymous-role', 'AuthAdmin', 'Administrator', 'RetailUser', and 'Maker'.

At the bottom right of the form, there are 'Apply' and 'Cancel' buttons. A vertical scrollbar is visible on the right side of the form area.


- In the **Description** field, edit /update the description of the policy domain if required.
- Update the Map Resources, Map Entitlements, Map Application Roles and Map Enterprise Roles section if required.
- Click **Apply**.  
OR  
Click **Cancel** to cancel the transaction.

6. The screen with success message appears. Click  if you want to delete the record.

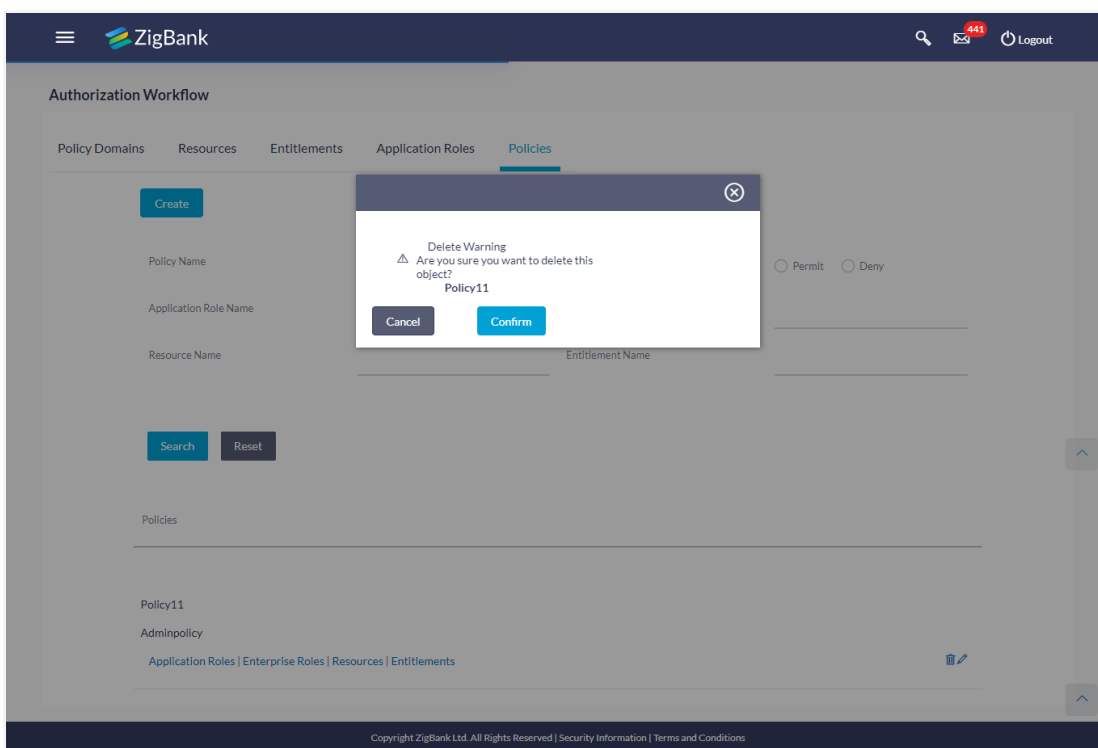
## 5.2.4 Delete Policy

Using this option System Administrator can delete an existing policy.

### To delete a policy:

1. Repeat step 2 of **Search Policy** section.
2. Click  for the record which you want to delete. The **Delete Warning** message appears.

### Delete Policy



3. Click **Confirm**.  
The **Policy** screen with the successful object deletion message appears.

## 5.3 Application Resource

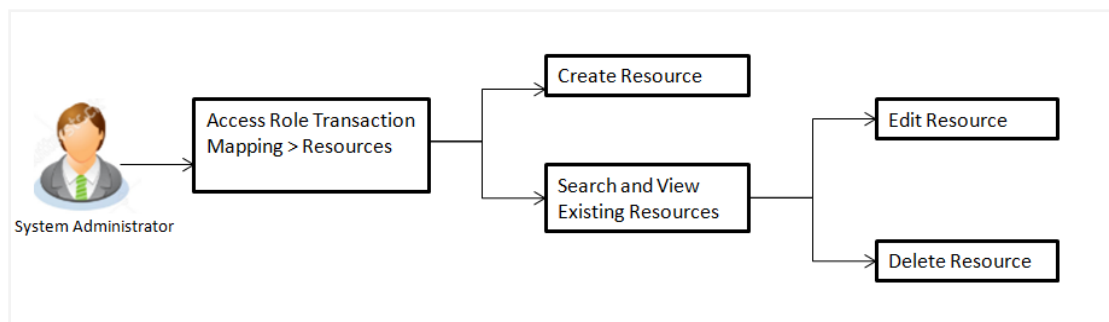
The System Administrator can search resource / resources, create a new resource, edit and delete the existing resource. Below are the types of available resources:

- Service
- Service Response
- UI Component
- Page

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.

### Workflow



### Features supported in application

Using this option system administrator can perform the following actions:

- Create Resources
- View Resource
- Edit Resource
- Delete Resource

### How to reach here:

*Administration Dashboard > Role Transaction Mapping > Resource*

#### 5.3.1 Search Resource

Using this option, System Administrator can search resource/ resources based on the search criteria. Administrator can view the list of all the resources, if the search parameters are not specified.

### To search resource/ resources:

1. In the **Role Transaction Mapping** screen, click the Resources link. The **Resources** screen appears Authorization.

## Search Resource

**Authorization Workflow**

Policy Domains **Resources** Entitlements Application Roles Policies

Create

Resource Type  Service  Service Response  UI Component  Page

Resource Name

Search Reset

Resources

com.ofss.digx.app.approval.service.rule.Rule.update com.ofss.digx.app.approval.service.rule.Rule.updateDescription com.ofss.digx.app.approval.service.rule.Rule.updateDisplayName	Resource Type: SVC		
com.ofss.digx.app.approval.service.usergroup.UserGroup.list com.ofss.digx.app.approval.service.usergroup.UserGroup.listDescription com.ofss.digx.app.approval.service.usergroup.UserGroup.listDisplayName	Resource Type: SVC		
com.ofss.digx.app.approval.service.workflow.Workflow.update com.ofss.digx.app.approval.service.workflow.Workflow.updateDescription	Resource Type: SVC		
com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.read com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.readDescription com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.readDisplayName	Resource Type: SVC		
com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.create com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.createDescription com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.createDisplayName	Resource Type: SVC		
com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.update com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.updateDescription com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.updateDisplayName	Resource Type: SVC		

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## Field Description

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

### Search Users

<b>Resource Type</b>	The type of resource. The options are:
----------------------	---

- Service
- Service Response
- UI Component
- Page



Field Name	Description
<b>Resource Name</b>	Name of the resource.

2. Click **Search**.
3. The **Role Transaction Mapping** screen with search results appear based on the search parameters. Click **Reset** to reset the search parameters.

### Search Resource - Search Results

#### Field Description

Field Name	Description
<b>Resources</b>	You can view the following resource details: <ul style="list-style-type: none"> <li>• Resource Id</li> <li>• Resource Name</li> <li>• Resource Display Name</li> <li>• Resource Description</li> </ul>

4. To edit a resource, click . The **Edit Resource** section appears.
5. To delete a resource, click . The **Delete Warning** message appears.
6. To view the mapping details, click the **Mapping Details** link. The **Mapping Details** section appears.

### 5.3.2 Create New Resource

Using this option, System Administrator can create a new resource.

#### To create a resource:

1. In the **Role Transaction Mapping - Resources** screen, click **Create**. The **Create New Resource** screen appears.

## Create New Resource

The screenshot shows a web interface for creating a new resource. The header includes the ZigBank logo and navigation icons. The main content area is titled 'Authorization Workflow' and contains a form with the following fields and values:

- Name:** Johnsmith
- Description:** resource:john
- Display Name:** Johne
- Resource Type:** Service (selected), UI Component, Page, Service Response
- Action Type:** Perform (selected), View, Show Value, Show Enabled

At the bottom of the form are 'Create' and 'Cancel' buttons. The footer of the page reads: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

## Field Description

Field Name	Description
<b>Name</b>	Name of the resource.
<b>Description</b>	Description of the resource.
<b>Display Name</b>	Display name of the resource.
<b>Resource Type</b>	Type of resource. The options are: <ul style="list-style-type: none"> <li>• Service</li> <li>• Service Response</li> <li>• UI Component</li> <li>• Page</li> </ul>
<b>Action Type</b>	Type of action. The options are: <ul style="list-style-type: none"> <li>• Perform</li> <li>• Show Value</li> <li>• Show Enabled</li> <li>• View</li> </ul>

2. In the **Name** field, enter the name of the resource.
3. In the **Description** field, enter the description of the resource.




4. In the **Display Name** field, enter the display name of the resource.
5. Click **Create**. The screen with success message appears.  
OR  
Click **Cancel** to cancel the transaction.

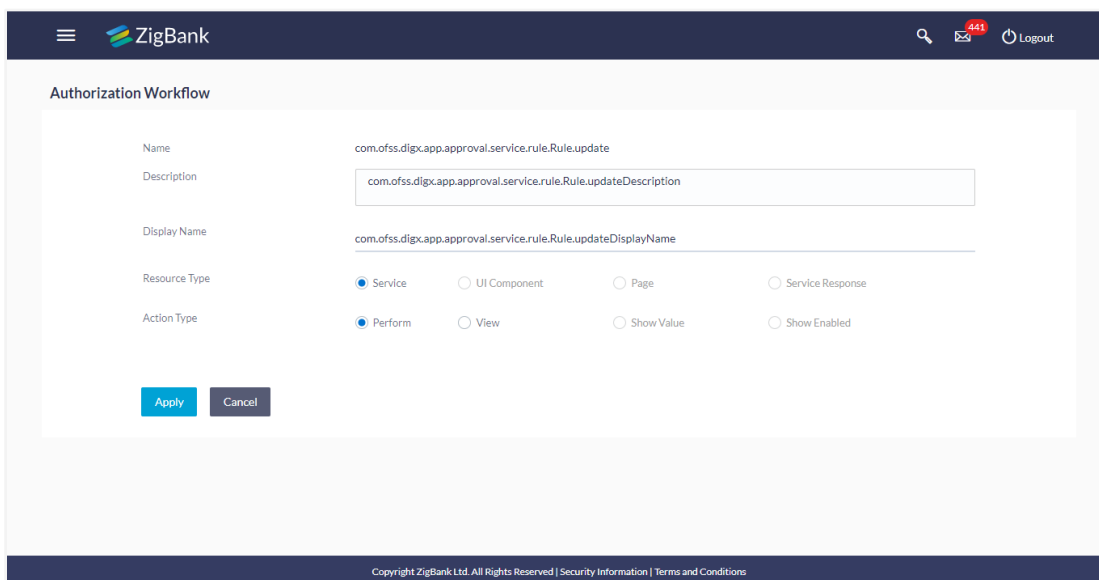
### 5.3.3 Edit Resource

Using this option System Administrator can edit or update the details of an existing resource.

#### To edit a resource:

1. Repeat step 2 of **Search Resource** section.
2. To edit a resource, select a record and click . The **Edit Resource** section appears.

#### Edit Resource



The screenshot shows the 'Authorization Workflow' edit resource form in the ZigBank system. The form includes the following fields and options:

- Name:** com.ofss.digx.app.approval.service.rule.Rule.update
- Description:** com.ofss.digx.app.approval.service.rule.Rule.updateDescription
- Display Name:** com.ofss.digx.app.approval.service.rule.Rule.updateDisplayName
- Resource Type:**
  - Service
  - UI Component
  - Page
  - Service Response
- Action Type:**
  - Perform
  - View
  - Show Value
  - Show Enabled

Buttons: **Apply** (blue), **Cancel** (grey).

3. In the **Description** field, enter the description of the resource.
4. In the **Display Name** field, enter the display name of the resource.
5. Click **Apply**. The screen with success message appears  
OR  
Click **Cancel** to cancel the transaction.

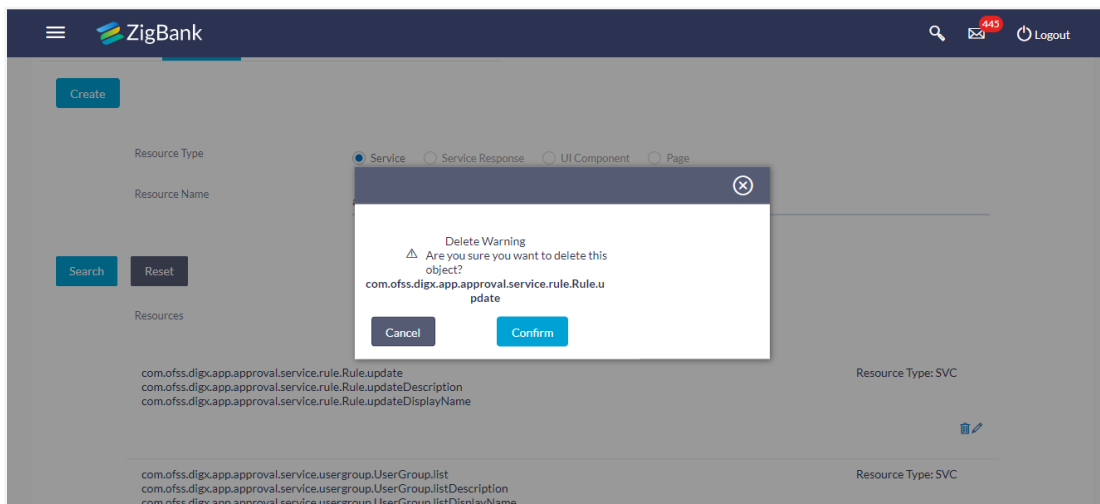
### 5.3.4 Delete Resource


Using this option, System Administrator can delete an existing resource.

#### To delete a resource:

1. Repeat step 2 of **Search Resource** section.

## Delete Resource



2. To delete a resource, click  .
3. The **Delete Warning** message appears. Click **Confirm**.  
The **Resources** screen with the successful object deletion message appears.

## FAQs

1. **Who can create a resource?**  
Only System Administrator can create a resource.
2. **How many types of resources can be created?**  
Currently only Service type of resources can be created.

## 5.4 Application Role

Application role is a logical grouping of one or many enterprise roles.

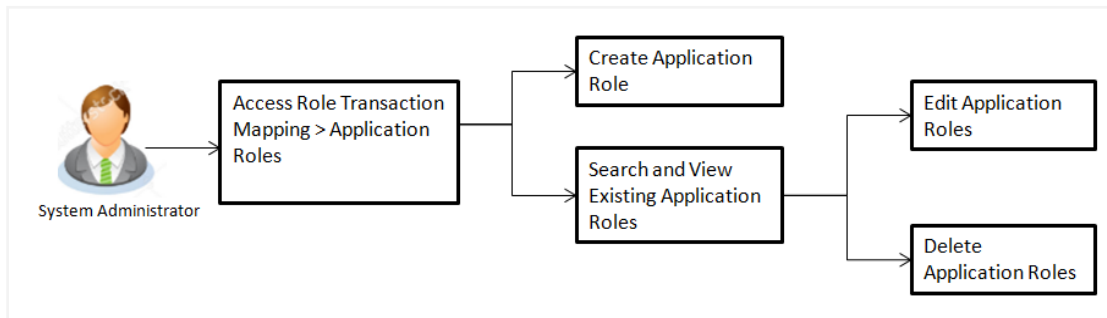
It defines criteria for mapping enterprise Roles to a user defined role. One target Application may have several different Application Roles, with each one assigned a different set of privileges offering more fine-grained access.

One Enterprise Role can be mapped to many Application Roles. For example, the Enterprise Role employee (stored in LDAP-based identity store) can be mapped to the Application Role customer support member (defined in one Application) and to the Application Role IT member (defined in another Application).

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.

### Workflow



### Features supported in application

Using this option System Administrator can perform the following actions:

- Create Application Roles
- View Application Roles
- Edit Application Roles
- Delete Application Roles

### How to reach here:

*Administration Dashboard > Enterprise Role Transaction Mapping > Application Roles*

## 5.4.1 Search Application Role

Using this option, System Administrator can search application roles based on the search criteria. Administrator can view the list of all the application roles, if the search parameters are not specified.

### Application Role

The screenshot displays the 'Application Roles' section within the 'Authorization Workflow' of the ZigBank system. The interface includes a top navigation bar with the ZigBank logo and a search icon. Below the navigation bar, there are tabs for 'Policy Domains', 'Resources', 'Entitlements', and 'Application Roles'. A 'Create' button is positioned above the input fields. The 'Application Role Name' field is the primary search criterion, followed by the 'Enterprise Role Name' field. 'Search' and 'Reset' buttons are located at the bottom of the form area. The footer contains the copyright notice: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

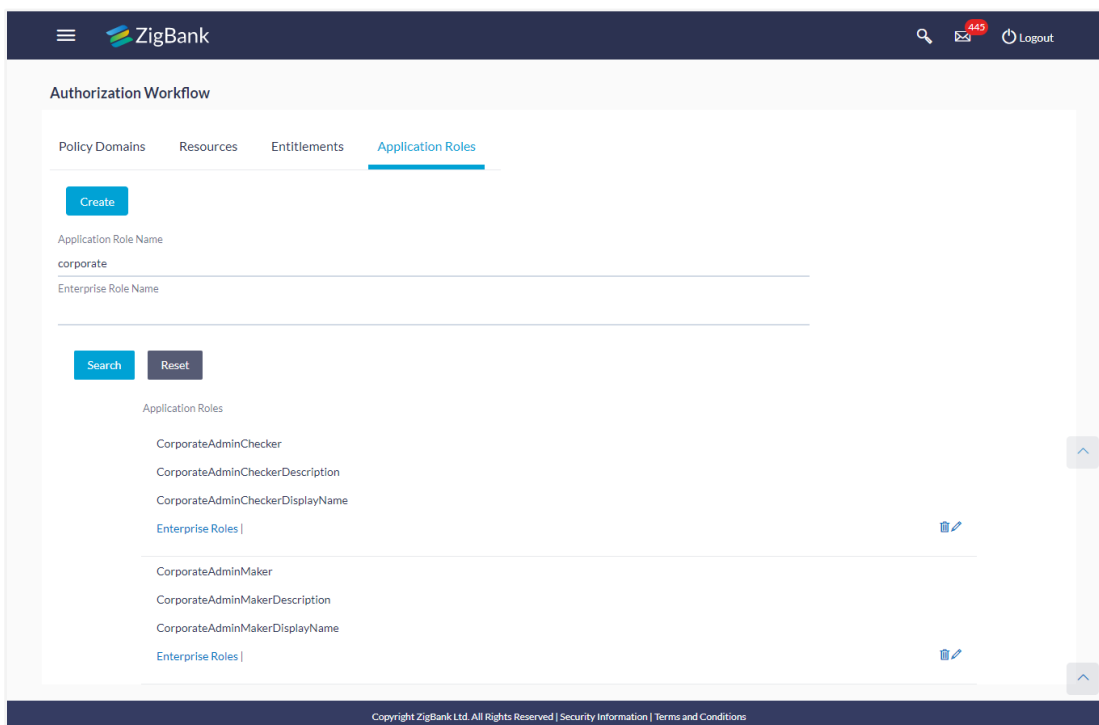
### Field Description

Field Name	Description
Application Role Name	Name of the application role.
Enterprise Role Name	Name of enterprise.

### To search application role/ application roles:

1. In the **Application Role Name** field, enter the name of the application role.
2. Click **Search**.
3. The **Role Transaction Mapping - Application Roles** screen with search results appears. Click **Reset** to reset the search parameters.

## Search Application Roles - Search Results



### Field Description

#### Field Name

#### Description

#### Application Roles

You can view the following application role details:

- Application Role Name
- Application Role Display Name
- Application Role Description

4. Click . The **Edit Application Roles** section appears.  
OR

Click . The **Delete Warning** message appears.  
OR

Click the **Mapping Details** link. The **Mapping Details** section appears.  
OR

Click the **Enterprise Roles** link to view the added enterprise role.

## 5.4.2 Create Application Role

Using this option System Administrator can create an application role.

**To create an application role:**

1. In the **Role Transaction Mapping - Application Roles** screen, click **Create**. The **Create Application Role** screen appears.

### Create Application Role

The screenshot shows the 'Create Application Role' form in the ZigBank system. The form is titled 'Create Application Role' and is part of an 'Authorization Workflow'. It contains the following fields and sections:




- Name:** OFSS\_ADMINROLE01
- Display Name:** OFSS\_ADMINROLE01
- Description:** Admin role
- Map Enterprise Roles:** A section with an 'Add' button.
- Added Enterprise Roles:** A table listing roles: Administrator, Maker, and CorporateAdminMaker, each with a trash icon.
- Buttons:** 'Create' and 'Cancel' buttons at the bottom left.
- Footer:** Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions

### Field Description

Field Name	Description
<b>Name</b>	Name of the application role.
<b>Display Name</b>	Display name of the application role.
<b>Description</b>	Description of the application role.

2. In the **Name** field, enter the name of the application role.
3. In the **Display Name** field, enter the display name of the application role.
4. In the **Description** field, enter the description of the application role.
5. In the **Map Enterprise Roles** section, click **Add**. The **Search Enterprise Roles and Map them with Application Role** section appears.


**Field Description**

Field Name	Description
<b>Enterprise Role Name</b>	Name of the enterprise that is to be mapped to the application role.
	<ol style="list-style-type: none"> <li>6. Click <b>Search</b>. The <b>Map Enterprise Roles</b> screen with search results appears. OR Click <b>Reset</b> to clear the search parameters.</li> <li>7. In the <b>Map Enterprise Roles – Search Results</b> section, select a role to be mapped and click . OR Click  to close the screen.</li> <li>8. The success message of adding the role appears. Click <b>Done</b>.</li> <li>9. The mapped enterprise role appears in <b>Added Enterprise Roles</b> section. Click <b>Create</b>. OR Click <b>Cancel</b> to cancel the transaction.</li> <li>10. The screen with success message appears. Click <b>OK</b> to close the message screen.</li> </ol>
	<p><b>Note:</b> You can delete the added enterprise role by clicking .</p>

**5.4.3 Update Application Role**

Using this option System Administrator can edit or update the details of an existing application role.

**To edit an application role:**

1. Repeat step 1 and 2 of Search Application Role section.
2. Click  against the record which you want to edit. The Update Application Role section appears.

## Update Application Role

Authorization Workflow

**Update Application Role**

Name: CorporateAdminChecker

Display Name: CorporateAdminCheckerDisplayName

Description: CorporateAdminCheckerDescription

Map Enterprise Roles

Add

Search Enterprise Roles and map them with Application Role

Enterprise Role Name

Search Reset

Done

Added Enterprise Roles

CorporateAdminChecker	
-----------------------	--

Apply Cancel

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3. In the **Display Name** field, modify the display name of the application role.
4. In the **Description** field, modify the description of the application role.
5. Click **Apply**.  
OR  
Click **Cancel** to cancel the transaction.
6. The screen with success message appears. Click **OK** to close the message screen.

**Note:** You can also add more enterprise roles to the application role or delete the existing enterprise role as described in the Create Application Role section.

### 5.4.4 Delete Application Role

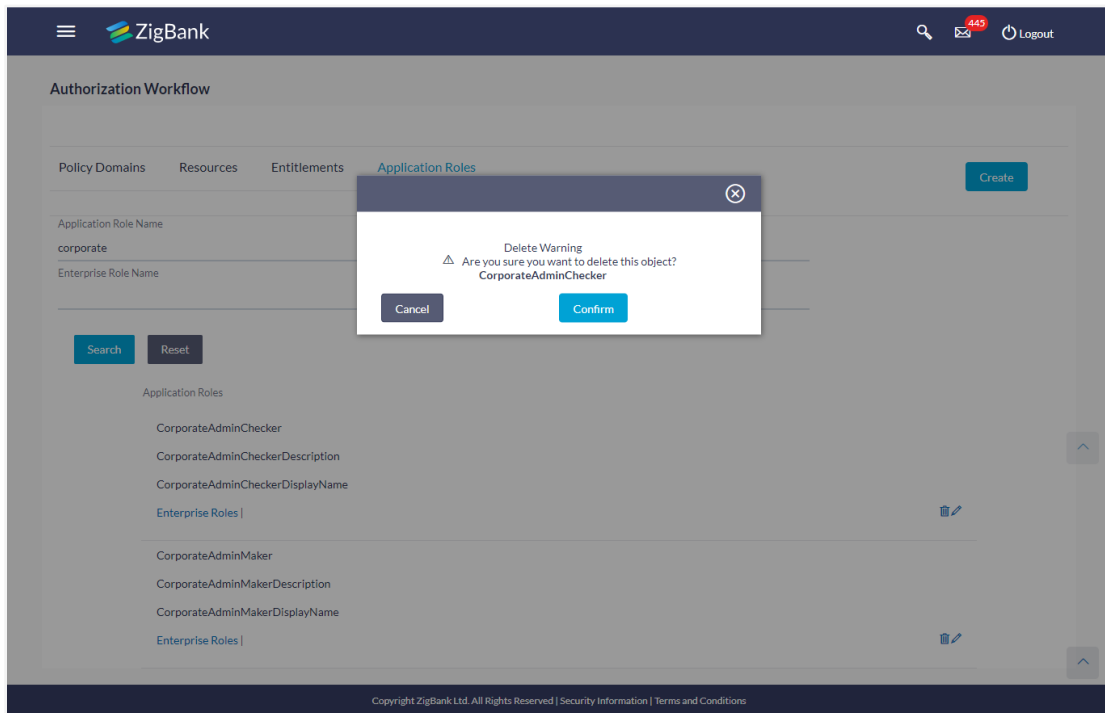
Using this option System Administrator can delete an existing application role.

**To delete an application role:**

1. Repeat steps 1 and 2 of **Search Application Role** section.
2. Click  against the record which you want to delete. The **Delete Warning** message appears.



## Delete Application Role



3. Click **Confirm**.  
The **Application Role** screen with the successful object deletion message appears.

## FAQs

1. **What is the relationship between policy and a role?**  
Policies are defined and managed to control the access and usage of the resources. In this authorization system, policies are created based on roles. The policy consists of one or more roles.
2. **How many policies can I attach to a role?**  
You can add as many inline policies as you want to a user, role, or group.
3. **Can I define my own (custom) roles?**  
Yes, you can create your roles.

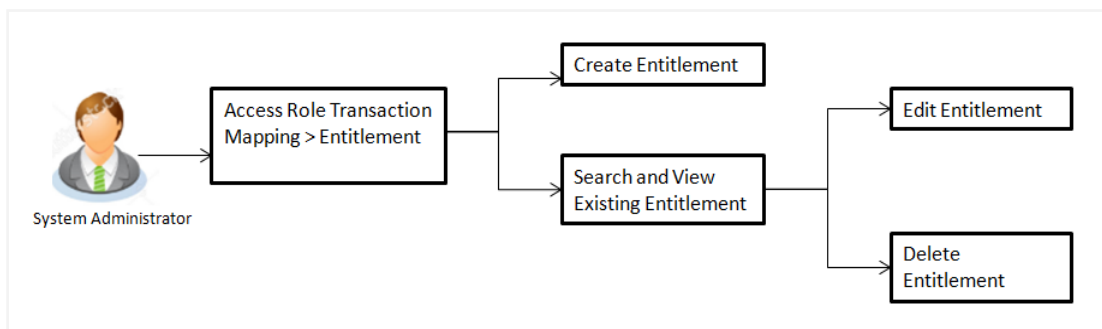
## 5.5 Entitlements

Entitlements are a logical grouping of the resources.

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.

### Workflow



### Features supported in application

Using this option system administrator can perform the following actions:

- Create Entitlements
- View Entitlements
- Edit Entitlements
- Delete Entitlements

### How to reach here:

*Administration Dashboard > Role Transaction Mapping > Entitlements*

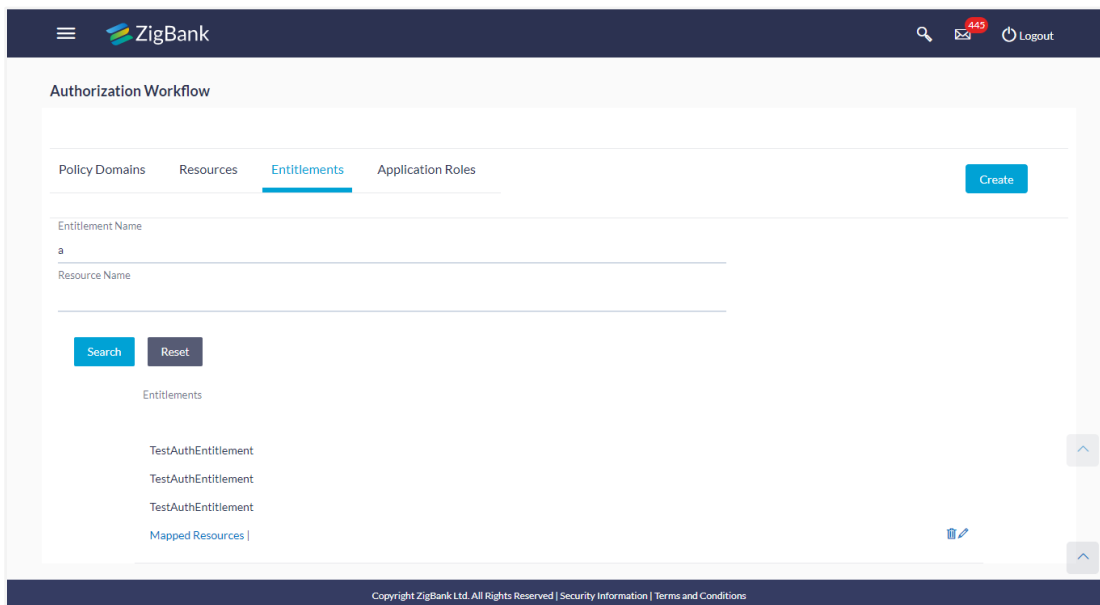
### 5.5.1 Search Entitlement

Using this option, System Administrator can search entitlement based on the search criteria. Administrator can view the list of all the entitlements, if the search parameters are not specified.

#### To search entitlement/ entitlements:

1. In the **Role Transaction Mapping** screen, click the **Entitlements link**. The **Entitlements** screen appears.
2. Click **Search**.

## Entitlements



### Field Description

#### Field Name

#### Description

### Check Group Roles to Assign or Remove

#### Entitlement Name

Name of entitlement.

#### Resource Name

Name of the resource.

3. The **Role Transaction Mapping - Entitlements** screen with search results appears. Click **Reset** to reset the search parameters.

### Search Entitlements - Search Results

### Field Description

#### Field Name

#### Description

#### Entitlement Name

You can view the following entitlement details:

- Entitlement Name
- Resource Name

4. Click . The **Update Entitlement** section appears.  
OR

- Click . The **Delete Warning** message appears.  
OR

Click the **Mapping Details** link. The **Mapping Details** section appears.  
 OR  
 Click the **Mapping Resources** link. The **Resources** section appears.

## 5.5.2 Create Entitlement

Using this option System Administrator can create a new entitlement.

**To create a new entitlement:**

1. In the **Role Transaction Mapping - Entitlements** screen, click **Create**. The **Create Entitlement** screen appears.

### Create Entitlement

**Authorization Workflow**

Name: OFSS\_Entitlement\_OD

Display Name: OFSS\_Entitlement\_OD

Description: Entitlement\_OD

Map Resources

**Add**

Resource Type:  Service  Service Response  UI Component  Page

Resource Name: a

**Search** **Reset**

Search Results

Resources	Perform	Approve	View
Resource Type: SVC			
<input checked="" type="checkbox"/> Perform			
<input checked="" type="checkbox"/> Approve			
<input type="checkbox"/> View			
com.offss.digx.app.approval.service.rule.Rule.update			
com.offss.digx.app.approval.service.rule.Rule.updateDescription			
com.offss.digx.app.approval.service.rule.Rule.updateDisplayName			
+			
Resource Type: SVC			
<input checked="" type="checkbox"/> Perform			
<input type="checkbox"/> Approve			
<input checked="" type="checkbox"/> View			
com.offss.digx.app.approval.service.usergroup.UserGroup.list			
com.offss.digx.app.approval.service.usergroup.UserGroup.listDescription			
com.offss.digx.app.approval.service.usergroup.UserGroup.listDisplayName			
+			
Resource Type: SVC			
<input checked="" type="checkbox"/> Perform			
<input type="checkbox"/> Approve			
<input type="checkbox"/> View			
com.offss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.update			
com.offss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.updateDescription			
com.offss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.updateDisplayName			
+			

TestAuthEntitlement

**Done**

**Create** **Cancel**

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Name</b>	Name of the entitlement.
<b>Display Name</b>	Display name of the entitlement.
<b>Description</b>	Description of the entitlement.

2. In the **Name** field, enter the name of the entitlement.
3. In the **Display Name** field, enter the display name of the entitlement.
4. In the **Description** field, enter the description of the entitlement.
5. In the **Map Resources** section, click **Add**. The **Map Resources** screen appears.

**Create Entitlement - Map Resources****Field Description**


<b>Field Name</b>	<b>Description</b>
<b>Resource Type</b>	Type of resource. The options are: <ul style="list-style-type: none"> <li>• Service</li> <li>• Service Request</li> <li>• UI Component</li> <li>• Page</li> </ul>
<b>Resource Name</b>	Name of the resource to be mapped.

6. Click **Search**.
7. The **Map Resources - Search Results** screen appears, select a resource to be mapped and click .
8. The success message appears. Click **Done**.
9. The mapped resources appear in **Added Resources** section. Click **Create**.  
OR  
Click **Cancel** to cancel the transaction.
10. The success message appears. Click  if you want to edit the record.

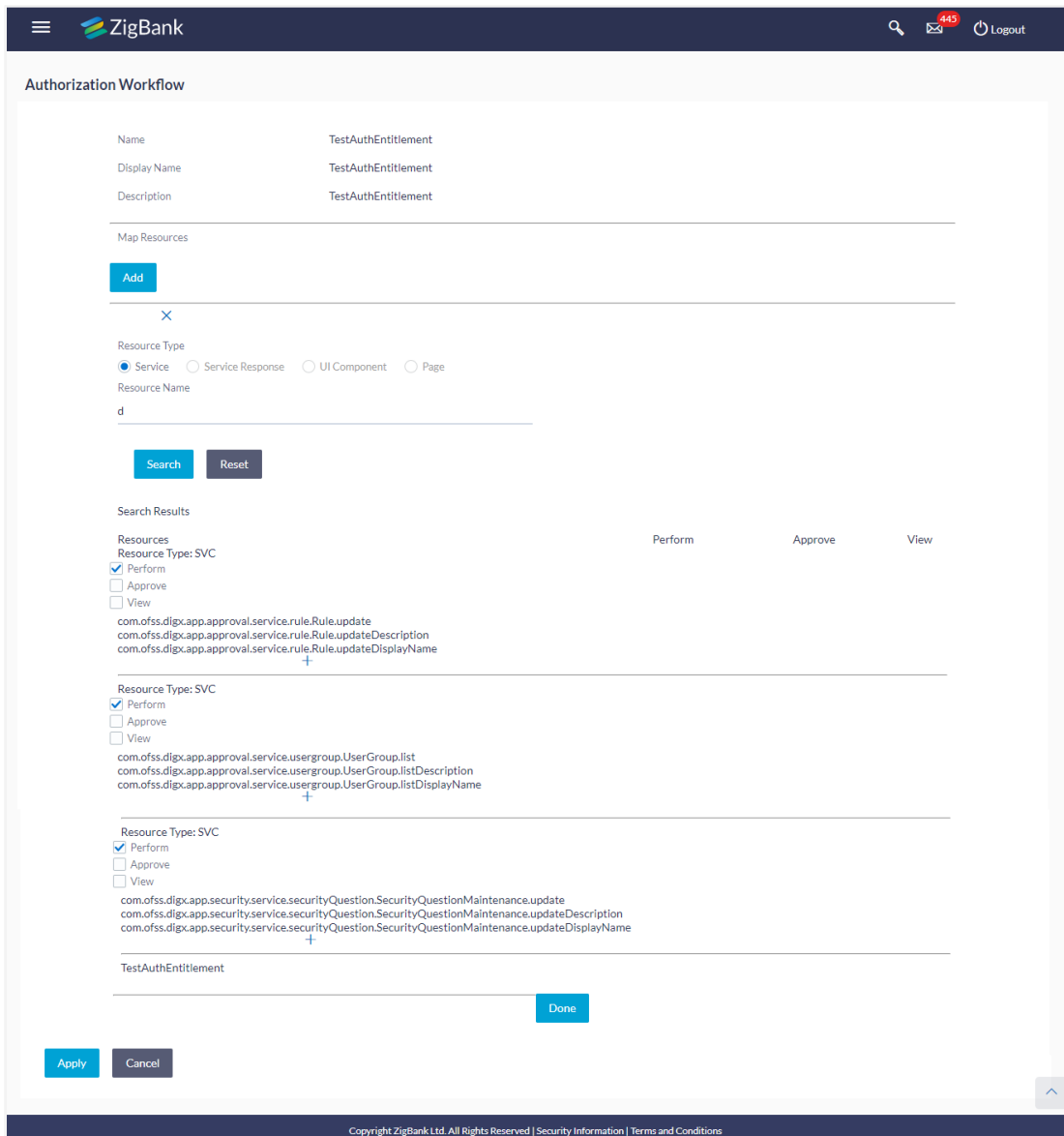
### 5.5.3 Update Entitlement

Using this option System Administrator can edit or update the details of an existing entitlement.

#### To edit an entitlement:

1. Repeat step 2 of **Search Entitlement** section.
2. Click  of the record which you want to edit. The **Update Entitlement** section appears.

#### Update Entitlement



**Authorization Workflow**

Name: TestAuthEntitlement  
 Display Name: TestAuthEntitlement  
 Description: TestAuthEntitlement

Map Resources

**Add**

Resource Type  
 Service  Service Response  UI Component  Page

Resource Name  
 d

**Search** **Reset**

Search Results

Resources	Perform	Approve	View
Resource Type: SVC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
com.ofss.digx.app.approval.service.rule.Rule.update			
com.ofss.digx.app.approval.service.rule.Rule.updateDescription			
com.ofss.digx.app.approval.service.rule.Rule.updateDisplayName			
Resource Type: SVC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
com.ofss.digx.app.approval.service.usergroup.UserGroup.list			
com.ofss.digx.app.approval.service.usergroup.UserGroup.listDescription			
com.ofss.digx.app.approval.service.usergroup.UserGroup.listDisplayName			
Resource Type: SVC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.update			
com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.updateDescription			
com.ofss.digx.app.security.service.securityQuestion.SecurityQuestionMaintenance.updateDisplayName			

TestAuthEntitlement

**Done**

**Apply** **Cancel**

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3. In the **Display Name** field, enter the display name of the entitlement.
4. In the **Description** field, enter the description of the entitlement.
5. From the **Resources** section, add / delete the resources if required.

6. Click **Apply**.  
OR  
Click **Cancel** to cancel the transaction.  
The screen with success message appears.

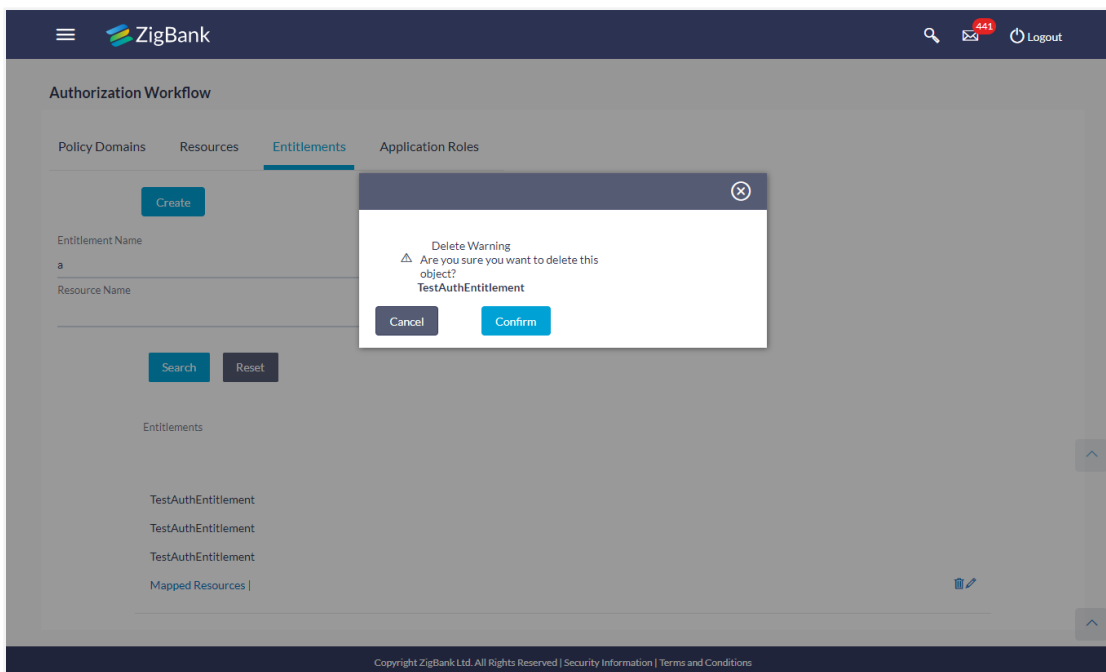
### 5.5.4 Delete Entitlement

Using this option System Administrator can delete an existing entitlement.

#### To delete an entitlement:

1. Repeat step 2 of **Search Entitlement** section.
2. Click  for the record which you want to delete. The **Delete Warning** message appears.

#### Delete Entitlement



3. Click **Confirm**.  
The **Entitlements** screen with the successful object deletion message appears.

[Home](#)

## 6. Limits Definition

Limits are defined by the bank to set up amount and duration based restrictions on the transactions that can be carried out by the user.

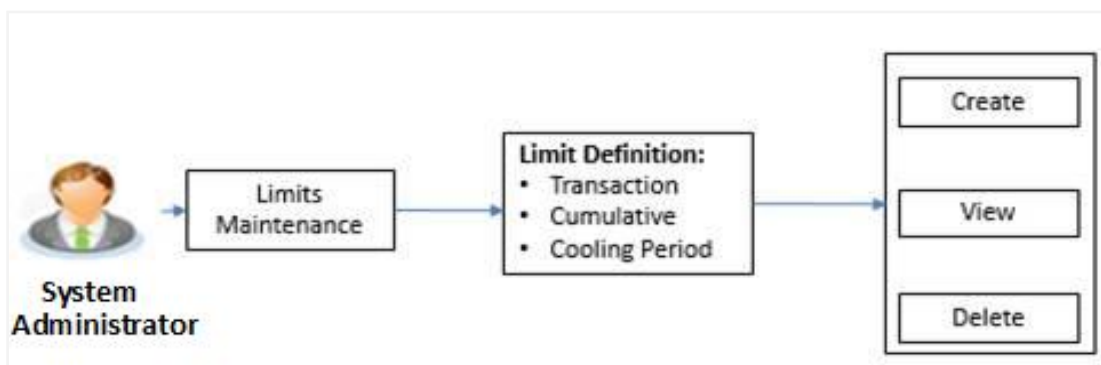
As part of limits definition maintenance, following limits can be defined:

- Transaction: It is the initiation limit with minimum and maximum amount defined typically for a user with role 'Maker'
- Cumulative: It is the collective transaction amount limit for all the transactions that can be performed during a day and maximum number of transaction in a day
- Cooling Period: It is the time set by the bank during which fund transfer is not allowed to a newly added payee

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.

### Workflow



### Features supported in application

Using this option system administrator can perform the following actions:

- Search/ View Limits
- Create Limit
- Delete Limits

### How to reach here:

*Administration Dashboard > Limits > Limits Definition*

## 6.1 Limits Definition - View

Using this option, administrator can search for particular limit based on different search parameters. The search results displays a limit list based on different search filters selected.

If the search parameters are not specified, records of all the limits maintained in the application are displayed.



**To search and view limits:**

1. In the **Limits Definition** screen, enter the search parameters and click **Search**. The **Limits Definition** screen with search results appears based on the searched criteria.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the search process.

**Limits Definition - Search**

**Limit Definition**

Create

Limit Code

Limit Description Cumulative

Limit Type  Transaction  Cumulative  Cooling Period

Search Clear Cancel

Limit Code	Limit Description	Limit Type
CMM1	Cumulative Limit Monthly Count 100 Amount 75000	Cumulative
SHPRTYCUL10200000	Shailendra Party Level Cumulative User Transaction Limit	Transaction
AJCumLim29Nov1722	Cumulative Limit29Nov1722	Cumulative
climtdaily	cumulativelimit	Cumulative
climitmonthly	cumulativelimit	Cumulative
MSCumu	Cumulative Limit	Cumulative
paragcorpC	Corporate for Cumulative	Cumulative
MSCumuMon	Cumulative Limit Monthly	Cumulative
AJCumLim28Nov1622	Cumulative Limit28Nov1622	Cumulative
dipmakcummon18	monthly cumulative	Cumulative

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**Field Description****Field Name      Description**

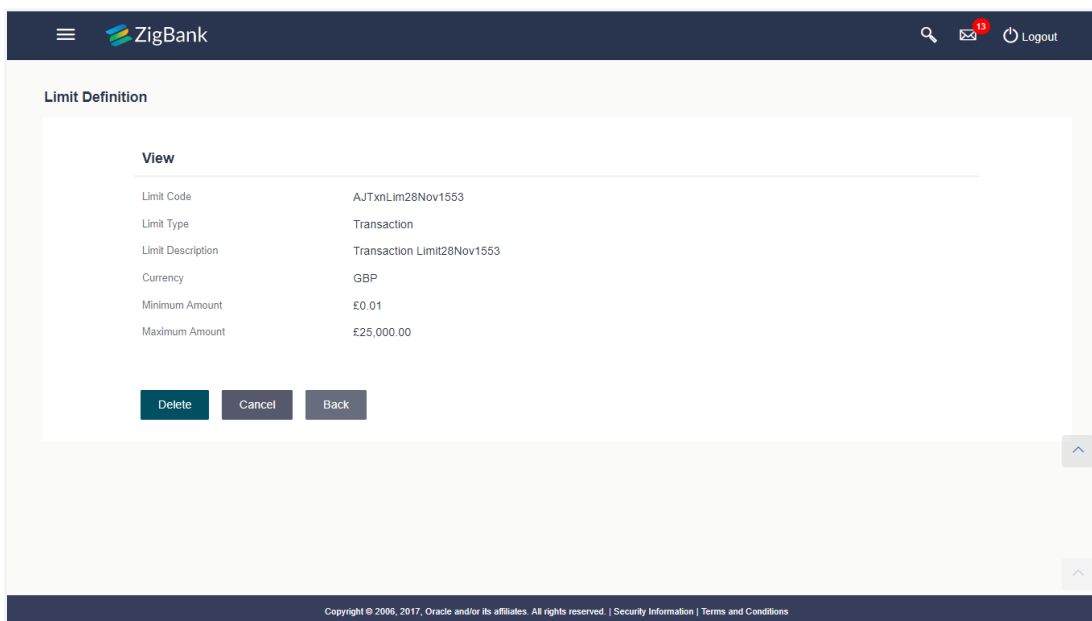
**Limit Code**      Name of the limit with unique identifier.

**Limit Description**      Description of the limit.

Field Name	Description
<b>Limit Type</b>	<p>The limit type of limit.</p> <p>The limit type are:</p> <ul style="list-style-type: none"> <li>•Transaction – It is the initiation limit with minimum and maximum amount</li> <li>•Cumulative – It is a duration based limit with maximum amount and number of transactions for a day</li> <li>•Cooling Period – It is a time period defined by the bank within which funds cannot be transferred to newly added payee</li> </ul>
<b>Search Results</b>	
<b>Limit Code</b>	Name of the limit with unique identifier.
<b>Limit Description</b>	Description of the limit.
<b>Limit Type</b>	<p>The limit type of limit.</p> <p>The limit type are:</p> <ul style="list-style-type: none"> <li>•Transaction – It is the initiation limit with minimum and maximum amount</li> <li>•Cumulative – It is a duration based limit with max amount and number of transactions for a day</li> <li>•Cooling Period – It is a time period defined by the bank within which funds cannot be transferred to newly added payee</li> </ul>

2. Click the **Limit Code** of the record to view the details. The **Limits Definition -View** screen appears.

## Limits Definition - View



3. Click **Delete** to delete the limit.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to dashboard.

## 6.2 Limits Definition - Create

Using this option, System Administrator can create a limit as required.

**To create a transaction limit:**

1. In the **Limits Definition** screen, click **Create**. The **Limits Definition - Create** screen with **Transaction** tab appears.

## Limits Definition - Transaction - Create

The screenshot shows the 'Limit Definition - Create' form in the ZigBank system. The form is titled 'Create' and has three tabs: 'Transaction' (selected), 'Cumulative', and 'Cooling Period'. The fields are as follows:

Field Name	Value
Limit Type	Transaction
Limit Code	AS244
Limit Description	TxnlimitAX223
Currency	GBP
Minimum Amount	£10.00
Maximum Amount	£1,000,000.00

Buttons: Save, Cancel, Back

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## Field Description

Field Name	Description
<b>Limit Type</b>	The type of limit. The limit type for selection are: <ul style="list-style-type: none"> <li>• Transaction – It is the initiation limit with minimum and maximum amount</li> <li>• Cumulative – It is a duration based limit with maximum amount and number of transactions for a day</li> <li>• Cooling Period – It is a time period defined by the bank within which funds cannot be transferred to newly added payee</li> </ul>
<b>Limit Code</b>	The name of the limit with unique identifier.
<b>Limit Description</b>	Description of the limit.
<b>Currency</b>	The currency to be set for the limit.
<b>Minimum Amount</b>	The minimum amount for a transaction in selected currency.
<b>Maximum Amount</b>	The maximum amount for a transaction in selected currency.

2. In the **Transaction** tab screen, enter the code in the **Limit Code** field.

3. In the **Limit Description** field, enter the description of the limit.
4. From the **Currency** field, select the appropriate currency for the limits.
5. In the **Minimum Amount** and **Maximum Amount** field, enter the minimum and maximum amount for a transaction in local currency.
6. Click **Save** to save the created limit.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to dashboard.
7. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of transaction submission appears.  
Click **OK** to complete the transaction.

### Limits Definition - Cumulative - Create

The screenshot shows the 'Limit Definition - Create' form in the ZigBank application. The form is titled 'Create' and has three tabs: 'Transaction', 'Cumulative' (which is selected), and 'Cooling Period'. The form fields are as follows:

- Limit Type:** Transaction, Cumulative, Cooling Period
- Limit Code:** Ax55
- Limit Description:** txnLimitAx566
- Frequency:** Daily (selected), Monthly
- Currency:** GBP
- Cumulative Transaction Amount:** £100,000.00 Per Day
- Maximum Transactions:** 1000 Per Day

At the bottom of the form, there are three buttons: 'Save', 'Cancel', and 'Back'. The footer of the application shows the copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Limit Type</b>	<p>The type of limit.</p> <p>The limit type for selection are:</p> <ul style="list-style-type: none"> <li>• Transaction – It is the initiation limit with minimum and maximum amount</li> <li>• Cumulative – It is a duration based limit with maximum amount and number of transactions for a day</li> <li>• Cooling Period – It is a time period defined by the bank within which funds cannot be transferred to newly added payee</li> </ul>
<b>Limit Code</b>	The name of the limit with unique identifier.
<b>Limit Description</b>	Description of the limit.
<b>Frequency</b>	<p>The specific duration for which the limits can be utilized and available.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Daily</li> <li>• Monthly</li> </ul>
<b>Currency</b>	The currency to be set for the limit.
<b>Cumulative Transaction Amount</b>	The collective amount in selected currency for transactions that can be performed in a day.
<b>Maximum Transactions</b>	The maximum number of transactions that can be performed per day.

**To create a cumulative limit:**

1. Click the **Cumulative** tab. The **Limits Definition - Create** screen with **Cumulative** tab appears.
  2. Enter the relevant information in **Limit Code** and **Limit Description** field.
  3. From the **Frequency** field, select the appropriate duration for the limits.
  4. From the **Currency** field, select the appropriate currency for the limits.
  5. In the **Cumulative Transaction Amount** field, enter the collective amount of transaction in local currency.
  6. In the **Maximum Transactions** field, enter the value for maximum number of transactions.
  7. Click **Save** to save the created limit.
- OR

- Click **Back** to navigate to previous screen.  
 OR  
 Click **Cancel** to cancel the transaction and navigate back to dashboard.
8. The **Review** screen appears. Verify the details, and click **Confirm**.  
 OR  
 Click **Edit** to modify the details.  
 The user will be navigated back to the create screen.  
 OR  
 Click **Cancel** to cancel the transaction.
9. The success message of transaction submission appears.  
 Click **OK** to complete the transaction.

### Limits Definition - Cooling Period - Create

**Limit Definition**

**Create**

Limit Type: Transaction, Cumulative, **Cooling Period**

Limit Code: Ax66

Limit Description: txnc1778

Currency: GBP

From Time	To Time			Cumulative Transaction Amount
Odd : 0hh : 0mm	0	6	1	£100,000.00
Odd : 6hh : 1mm	0	10	2	£200,000.00

Add Time Period

Save Cancel Back

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### Field Description

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

<b>Limit Type</b>	The type of limit. The limit type for selection are:
-------------------	---

- Transaction – It is the initiation limit with minimum and maximum amount
- Cumulative – It is a duration based limit with maximum amount and number of transactions for a day
- Cooling Period – It is a time period defined by the bank within which funds cannot be transferred to newly added payee

Field Name	Description
<b>Limit Code</b>	The name of the limit with unique identifier.
<b>Limit Description</b>	Description of the limit.
<b>Currency</b>	The currency to be set for the limit.
<b>From Time</b>	The cooling period start time. It can be in days and/or hours and/or minutes  For example a new payee will be 'active' after a cooling period of 0 days & 0 hours & 30 minutes
<b>To Time</b>	The cooling period end time. It can be in days and/or hours and/or minutes.  For example a new payee will be 'active' after a cooling period of 0 days & 0 hours & 30 minutes.
<b>Cumulative Transaction Amount</b>	The collective transaction amount in selected currency for a defined cooling period.

#### To set up multiple amount and time limit slabs:

1. Click the **Cooling Period** tab. The **Limits Definition - Create** screen with Cooling Period tab appears.
2. Enter the relevant information in **Limit Code** and **Limit Description** field.
3. From the **Currency** field, select the appropriate currency for the limits.
4. From the **From Time** and **To Time** field, select the appropriate day, hours and minutes.
5. In the **Cumulative Transaction Amount** field, enter the collective amount that is applicable for the defined cooling period.
6. Click **Add Time Period** if you want to create more than one amount and time limit slabs.
7. Click **Save** to save the created limit.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to dashboard.
8. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
9. The success message of transaction submission appears.  
Click **OK** to complete the transaction.



Note: You can click  to delete a record.

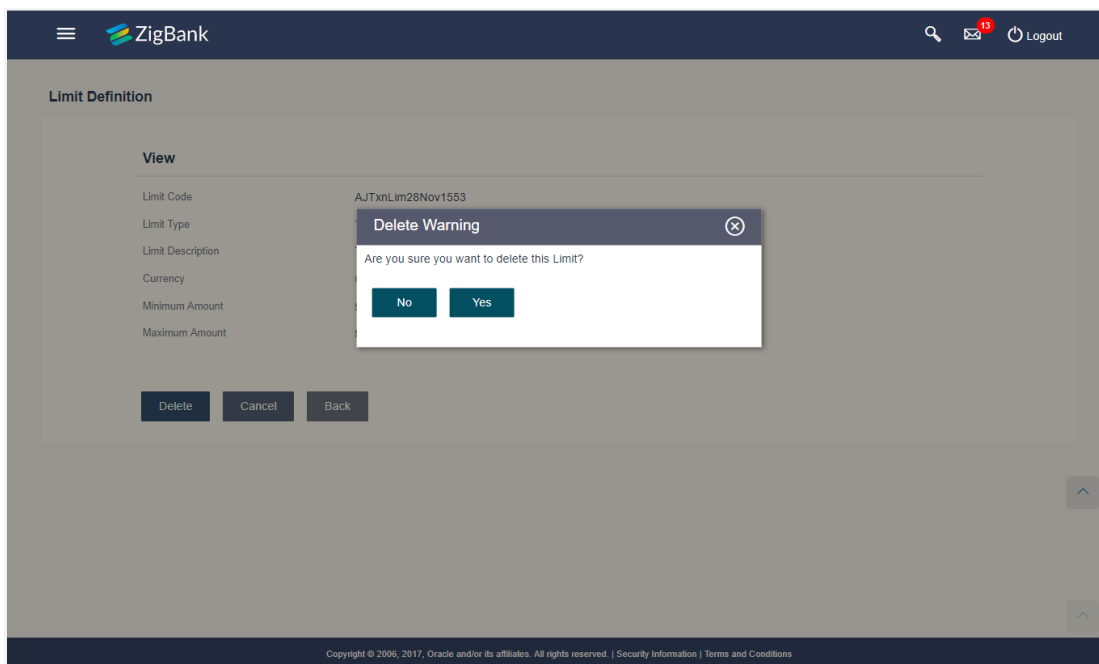
## 6.3 Limits Definition - Delete Limit

Using this option, System Administrator can update a created limit. The limit update allows only deleting the limit; all the other fields are non-editable.

### To delete a limit:

1. In the **Limits Definition** screen, enter the search parameters and click **Search**. The **Limits Definition** screen with search results appears based on the searched criteria.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the search process.

### Limits Definition - Search



2. Click the **Limit Code** of the record for which you want to view the details. The **Limits Definition -View** screen appears.

## Limits Definition - View

**Limit Definition**

**View**

Limit Code	AJTxnLim28Nov1553
Limit Type	Transaction
Limit Description	Transaction Limit28Nov1553
Currency	GBP
Minimum Amount	£0.01
Maximum Amount	£25,000.00

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- Click **Delete**. The **Delete Warning** message appears.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to dashboard.

## Delete Limit

**Limit Definition**

**View**

Limit Code	AJTxnLim28Nov1553
Limit Type	Transaction
Limit Description	Transaction Limit28Nov1553
Currency	GBP
Minimum Amount	£0.01
Maximum Amount	£25,000.00

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4. Click **Yes** to confirm the deletion.  
OR  
Click **No** to cancel the deletion process.
5. The success message of transaction submission appears.  
Click **OK** to complete the transaction.

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## 7. Limits Package Management

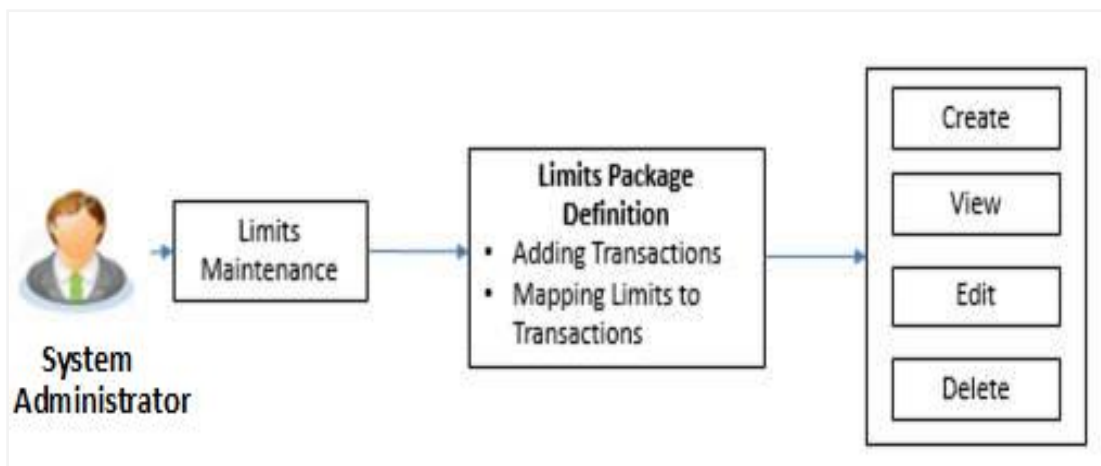
As part of the limits package definition, the created limits can be mapped to relevant transactions and/or roles.

The limits packages once created can be associated at User Level, Party Level and Role Level

### Prerequisites:

Required Limits (i.e. Transaction/ Cumulative/ Cooling period) should be defined for association to transactions in limits package

### Workflow



### Features supported in application

The administrator can perform the following actions:

- Search/ View Limit Package
- Create Limit Package
- Edit Limit Package
- Delete Limit Package

### How to reach here:

*Administration Dashboard > Limits > Limits Package*

### 7.1 Limit Package Management - View

Using this option, System Administrator can search for particular limit package based on different search parameters. The search results displays a list or particular limit package based on different search filters selected.

If the search parameters are not specified, records of all the packages maintained in the application are displayed.

#### To search and view limit package:

1. In the **Limit Package Management** screen, click **Search**. The **Limit Package Management** screen with search results appears based on the searched criteria.  
OR  
Click **Clear** to reset the search parameters.

OR  
Click **Cancel** to cancel the search process.

## Limit Package Management - Search

**Limit Package Management**

Create

Limit Package Code

Limit Package Description

Search Cancel Clear

Limit Package Code	Limit Package Description	No. of Transactions Mapped
CLL001148	Party Level Limits 001148	1
AJLimPkgCorp29Nov1724	Limit Package for Corporate User	3
SDLP2	SD Limit Package2	1
SHAINITUSRIMPKG	Shallendra Initiator User Level Limit Package	23
AJLimPkgRetail05Dec1200	Limit Package for Retail User	3
sjLMP	sj limit package	4
DrLimitPkg	DrLimitPkg	4
Test1	Tets1	1
dimaklimit18	maker limit	16
DrUserLimit	DrUserLimit	1

Page 1 of 7 (1-10 of 68 items) < 1 2 3 4 5 ... 7 > ✕

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### Field Description

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

<b>Limit Package Code</b>	The unique code of the limit package.
---------------------------	---------------------------------------

<b>Limit Package Description</b>	Description of the limit package.
----------------------------------	-----------------------------------

### Search Results

<b>Limit Package Code</b>	The unique code of the limit package.
---------------------------	---------------------------------------

<b>Limit Package Description</b>	Description of the limit package.
----------------------------------	-----------------------------------

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

<b>No. of Transactions Mapped</b>	Number of transaction mapped to the limit package.
-----------------------------------	--

- Click the **Limit Package Code** of the record for which you want to view the details. The **Limits Package Management - View** screen appears.

### Limit Package Management - View

The screenshot displays the 'Limits Management' interface for 'OBDX Business Unit 1'. It features a 'View' section with the following details:

Limit Package Code	OBDX_BU1_LP1
Limit Package Description	OBDX_BU1_LP1
Role	corporateuser retailuser
Currency	GBP

Below this is the 'Transactions & Limits' section:

Transaction Name	Self Transfer
Effective Date	10 Oct 2017
Cumulative Limit Daily	CudBU1 - CudBU1
Cumulative Limit Monthly	CuMBU1 - CuMBU1
Transaction Limit	TLBU1 - TLBU1
Cooling Limit	CPBU1 - CPBU1

At the bottom, there are buttons for 'Delete', 'Edit', 'Back', and 'Cancel'. The footer contains copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

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

<b>Limit Package Code</b>	The unique code of the limit package.
---------------------------	---------------------------------------

<b>Limit Package Description</b>	Description of the limit package.
----------------------------------	-----------------------------------

<b>Role</b>	The limit is applicable to specific party or role (s).
-------------	--

<b>Currency</b>	Currency in which the limit package is created.
-----------------	---

Field Name	Description
<b>Transaction and Limits</b>	
<b>Transaction Name</b>	Name of the transaction that is mapped to the limit package.
<b>Effective Date</b>	The date from which the limit package is effective for the transaction.
<b>Expiry Date</b>	Expiry date of a specific limit linked to a transaction. This field will be displayed only if expiry date is maintained for each transaction.
<b>Cumulative Limit</b>	The cumulative limit set for the specific transaction. It displays the limit name and description along with the cumulative transaction amount and transaction count.
<b>Transaction Limit</b>	The transaction limit set for the specific transaction. It displays the limit name and description along with the minimum and maximum transaction amount set for the specific transaction.
<b>Cooling Limit</b>	The cooling limit set for the specific transaction. It displays the limit name and description along with the amount and time limit.

3. Click **Edit** to edit the limit package.  
OR  
Click **Delete** to delete the limit.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and go back to Dashboard

## 7.2 Limit Package Management - Create

Using this option, System Administrator can create a limit package based on the details given as per the fields.

### To create a limit package:

1. In the **Limit Package Management** screen, click **Create**. The **Limit Package Management - Create** screen appears.

## Limit Package Management - Create

**Limits Management** Current Entity  
OBDX Business Unit 1

**Create**

Limit Package Code: LMPK11

Limit Package Description: LMPKTXN

Available To Role: Corporate User

Currency: GBP

**Transactions & Limits**

Transaction Name: Internal Transfer

Effective Date: 23 Nov 2017

Cumulative Limit Daily: SDCUMLIM1E2 - SD Cumulative Limit1 Entity2

Cumulative Limit Monthly: CuMBU1 - CuMBU1

Transaction Limit: BU1LM - BU1LM

Cooling Limit: coolingBu1\_001 - OBDX\_BU1\_dlp\_cooling

Add Transaction

Save Cancel

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### Field Description

Field Name	Description
<b>Limit Package Code</b>	The unique code of the limit package.
<b>Limit Package Description</b>	Description of the limit package.
<b>Available To Role</b>	The limit is applicable to specific party or role.
<b>Currency</b>	The currency to be set for the limit package.
<b>Transaction and Limits</b>	
<b>Transaction Name</b>	The transaction name, to assign the limits to it.
<b>Effective Date</b>	The effective date of the limit package, for the selected transaction.
<b>Cumulative Limit Daily</b>	The cumulative limit set for the specific transaction for daily basis.



Field Name	Description
<b>Cumulative Limit Monthly</b>	The cumulative limit set for the specific transaction for monthly basis.
<b>Transaction Limit</b>	The transaction limit set for the selected transaction.
<b>Cooling Limit</b>	The cooling limit set for the selected transaction.

2. In the **Limit Package Code** field, enter the code for the limit package.
3. In the **Limit Package Description** field, enter the description of the limit package.
4. From **Available To Role** list, select the appropriate role.
5. In the **Transaction and Limits** section, select the name of the transaction and effective date of the limit package.
6. From the **Cumulative Limit, Transaction Limit and Cooling Limit lists**, select the appropriate limits.
7. Click **Add Transaction** and repeat the steps 5 and 6, if you want to assign limits for more transactions.
8. Click **Save** to save the limit package.  
OR  
Click **Cancel** to cancel the transaction.
9. The **Confirm** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
10. The success message of transaction submission appears.  
Click **OK** to complete the transaction.

---

Note: You can click  to delete a transaction or cooling limit of a transaction.

---

### 7.3 Limit Package Management - Edit

Using this option, System Administrator can update or edit a limit package.

#### To edit a limit package:

1. In the Limit Package Management screen, click **Search**. The Limits Package Management screen with search results appears based on the searched criteria.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the search process.

## Limit Package Management - Search

Limit Package Management

Create

Limit Package Code

Limit Package Description

Search Cancel Clear

Limit Package Code	Limit Package Description	No. of Transactions Mapped
CCLL001148	Party Level Limits 001148	1
AJLimPkgCorp29Nov1724	Limit Package for Corporate User	3
SDLP2	SD Limit Package2	1
SHAINITUSRLIMPKG	Shallendra Initiator User Level Limit Package	23
AJLimPkgRetail05Dec1200	Limit Package for Retail User	3
sjLMP	sj limit package	4
DrLimitPkg	DrLimitPkg	4
Test1	Tets1	1
dimakiimit18	maker limit	16
DrUserLimit	DrUserLimit	1

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2. Click the **Limit Package Code** of the record for which you want to view the details. The **Limits Management-View** screen appears.

## Limit Package Management - View

The screenshot shows the 'Limit Package Management - View' interface. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification icon with a red '1', and a 'Logout' button. Below the navigation bar, the page title 'Limits Management' is displayed on the left, and 'Current Entity' is set to 'OBDX Business Unit 1' on the right. The main content area is divided into two sections: 'View' and 'Transactions & Limits'. The 'View' section contains a table with the following data:

Limit Package Code	OBDX_BU1_LP1
Limit Package Description	OBDX_BU1_LP1
Role	corporateuser retailuser
Currency	GBP

The 'Transactions & Limits' section contains a table with the following data:


Transaction Name	Self Transfer
Effective Date	10 Oct 2017
Cumulative Limit Daily	CudBU1 - CudBU1
Cumulative Limit Monthly	CuMBU1 - CuMBU1
Transaction Limit	TLBU1 - TLBU1
Cooling Limit	CPBU1 - CPBU1

At the bottom of the main content area, there are four buttons: 'Delete', 'Edit', 'Back', and 'Cancel'. The 'Edit' button is highlighted in a darker shade. At the very bottom of the page, there is a footer with the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

4. Click **Edit**. The **Limit Package Management - Edit** screen appears.

## Limit Package Management - Edit

The screenshot displays the 'Edit' interface for a limit package in the ZigBank system. The top navigation bar includes the ZigBank logo and a 'Logout' button. The main header shows 'Limits Management' and 'Current Entity: OBDX Business Unit 1'. The form is divided into two main sections: 'Edit' and 'Transactions & Limits'. The 'Edit' section contains fields for 'Limit Package Code', 'Limit Package Description', 'Available To Role' (with dropdowns for 'corporateuser' and 'retailuser'), and 'Currency'. The 'Transactions & Limits' section contains several rows, each with a label and a value, and a delete icon (trash can) on the right. The rows are: 'Transaction Name' (Self Transfer), 'Effective Date' (10 Oct 2017), 'Expiry Date' (25 Nov 2017), 'Cumulative Limit Daily' (CudBU1 - CudBU1), 'Cumulative Limit Monthly' (CuMBU1 - CuMBU1), 'Transaction Limit' (TLBU1 - TLBU1), and 'Cooling Limit' (CPBU1 - CPBU1). At the bottom of the form, there are three buttons: 'Add Transaction', 'Update', and 'Cancel'. A footer at the very bottom contains copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

5. Edit the required details, e.g. cumulative and/ or transaction and/ or cooling limit.
6. Click **Add Transaction**, if you want to add a new transaction.  
OR  
click  to delete an existing transaction.
7. Click **Update** to save the changes made to the limit package.  
OR  
Click **Cancel** to cancel the transaction.
8. The **Confirm** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
OR  
Click **Cancel** to cancel the transaction.
9. The success message of transaction submission appears.  
Click **OK** to complete the transaction.

## 7.4 Limit Package Management - Delete

Using this option, System Administrator can delete a limit package.

### To delete a limit package:

1. In the Limit Package Management screen, click **Search**. The Limits Package Management screen with search results appears based on the searched criteria.  
OR

Click **Clear** to reset the search parameters.  
 OR  
 Click **Cancel** to cancel the search process.

## Limit Package Management - Search

Limit Package Management

Create

Limit Package Code Limit Package Description

Clear Search Cancel

Limit Package Code	Limit Package Description	No. of Transactions Mapped
Retail_DrLimPkg	Retail_DrLimPkg	0
Retail_Dr	Retail_Dr	0
MustuLimitPackage	MustuLimitPackage	0
gloret	gloret	0
retailrit1	retailrit1	0
dipretailubs172	dipretailubs172	0
rlimitpack	rlimitpack	0
SDLIMP11	SD Limit	0
LP11	LP01	0
SDLIMP1	SD Limit Package1	0

Page 1 of 9 (1-10 of 89 items) | < 1 2 3 4 5 ... 9 > »

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2. Click the **Limit Package Code** of the record for which you want to view the details. The *Limits Package Management-View* screen appears.

## Limit Package Management - View

The screenshot displays the 'Limits Management - View' interface. At the top, the ZigBank logo and navigation icons are visible. The current entity is set to 'OBDX Business Unit 1'. The main content area is divided into two sections: 'View' and 'Transactions & Limits'. The 'View' section shows the following details:

Limit Package Code	OBDX_BU1_LP1
Limit Package Description	OBDX_BU1_LP1
Role	corporateuser retailuser
Currency	GBP

The 'Transactions & Limits' section shows the following details:

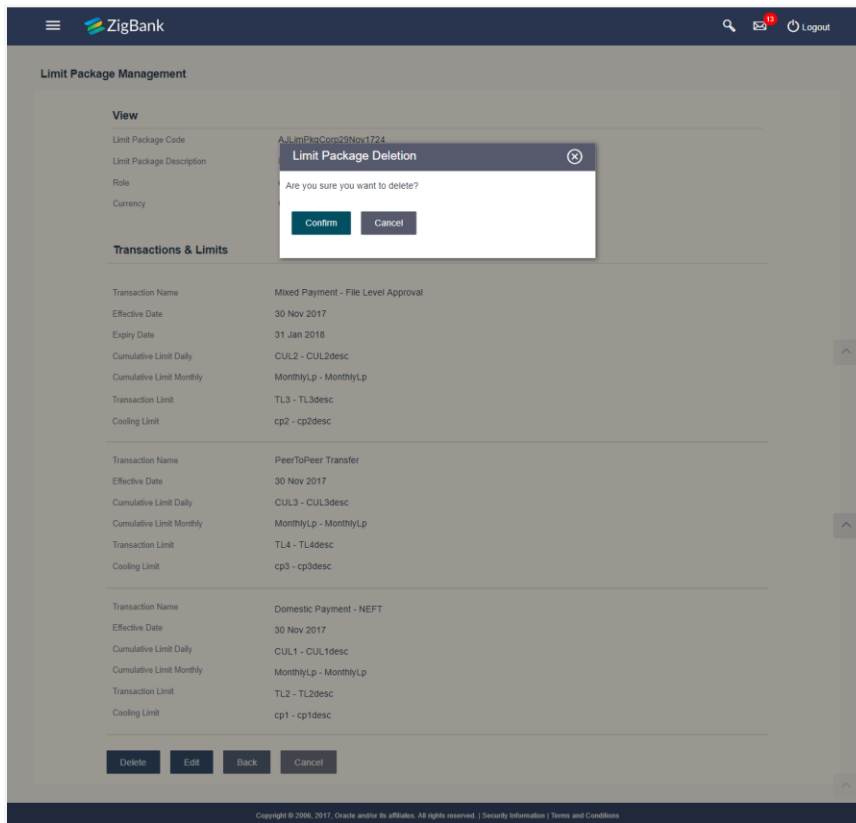
Transaction Name	Self Transfer
Effective Date	10 Oct 2017
Cumulative Limit Daily	CudBU1 - CudBU1
Cumulative Limit Monthly	CuMBU1 - CuMBU1
Transaction Limit	TLBU1 - TLBU1
Cooling Limit	CPBU1 - CPBU1

At the bottom of the main content area, there are four buttons: 'Delete', 'Edit', 'Back', and 'Cancel'. The 'Delete' button is highlighted in a darker shade.

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3. Click **Delete**. The **Delete Warning** message appears.

## Delete Limit Package



4. Click **Confirm** to confirm the deletion.  
OR  
Click **Cancel** to cancel the deletion process.
5. The success message of transaction submission appears.  
Click **OK** to complete the transaction.

## FAQs

1. **Can I delete transaction and/ or cumulative limits against a transaction in limit package?**  
No, existing limits against a transaction cannot be deleted; it can only be edited if effective date is starting from a future date.
2. **Am unable to delete a limit through limit maintenance?**  
There is a possibility that the limit that you are trying to delete is associated in the limit package against a transaction(s).
3. **Am unable to delete limits package through limit maintenance?**  
There is a possibility that the limit package that you are trying to delete is associated at any of the entities i.e. User / Party / Role level.
4. **As part of edit, what can I update in the limits package maintenance?**  
You can edit the transaction and/ or cumulative limits against the transaction. You can delete the transaction(s) from the limits package and/or you can also add new transaction(s) as part of the limits package?

**5. What is the significance of 'Available to Roles' in Limits package?**

The roles defined in Limits package will make the package available to the users of that role only.

**6. Have created/ edited/ deleted Limits and/ or Limits package but it is not reflecting in the system even after a successful maintenance save message?**

There is a possibility that the maintenance is saved but the status is 'Pending Approval'. For the maintenance, if there is an approval required then the changes will reflect only once the approver(s) approve the submitted request. If the setup does not require an approval workflow or is self / auto approved, then the same will reflect immediately.

**7. Is it mandatory to assign Daily and Monthly cumulative limit for a transaction?**

No, it is not mandatory to assign both Daily and Monthly cumulative limit to a transaction.

**8. Can I assign the limits to a transaction which is defined in a currency which is other than defined at package level?**

No, the limits defined in the currency in which the package is to be created will be available for mapping it to the transaction.

[Home](#)



## 8. Password Policy Maintenance

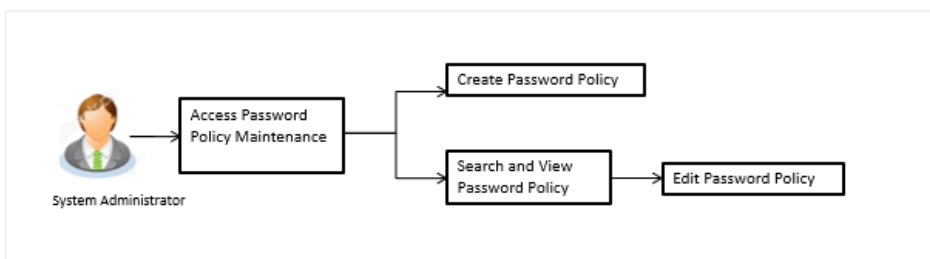
Password policy maintenance enables System Administrator to define password parameters for users. Using this option System Administrator can create and edit, password policy for different user roles (Admin, Retail and Corporate). The password policy maintenance contains following sections:

- **Password Validators:** This section contains the validations for a password. The validations include minimum and maximum length of the password, allowed characters in a password, repetitive and successive characters allowed, details to be excluded in the password like, date of birth, first and last name, user ID and party ID and Bank defined restricted passwords. User can also define, number of successive incorrect attempts allowed, and number of previous passwords disallowed.
- **Password Expiry Parameters:** This section contains details about password expiry period in days, first password expiry period in days and whether to force user to change password if logging in for the first time and if there is a change in password policy(so that users can change their password as per the new password policy).

### Pre-requisites

- Provide transaction access to System Administrator.
- Set up Approval rule to perform the actions.

### Workflow



### How to reach here:

*Administration Dashboard > Toggle menu > Security > Password Policy Maintenance*

### Password Policy - Create

#### To create a new password policy:

1. In the **Password Policy Maintenance** screen, click **Create**. The **Create New Password Policy** screen appears.
2. To apply the password policy, select the appropriate user type.
3. In the **Policy Name** field, enter the password policy name.
4. In the **Policy Description** field, enter the password description.
5. In the **Password Validators** section, enter the minimum and maximum length of the password in the **min** and **max** field.

## Create New Password Policy

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**Password Policy Maintenance**

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**Create New Password Policy**

User Type:  Corporate User  Administrator  Retail User

Policy Name:

Policy Description:

---

**Password Validators**

Password Length:  min  max

Allowed Characters	Upper Case	<input checked="" type="checkbox"/> Allowed	<input checked="" type="checkbox"/> Mandatory	<input type="text" value="1"/>
	Lower Case	<input checked="" type="checkbox"/> Allowed	<input checked="" type="checkbox"/> Mandatory	<input type="text" value="7"/>
	Special Characters	<input checked="" type="checkbox"/> Allowed	<input checked="" type="checkbox"/> Mandatory	<input type="text" value="1"/>
	Numbers	<input checked="" type="checkbox"/> Allowed	<input checked="" type="checkbox"/> Mandatory	<input type="text" value="1"/>

Allowed Special Characters:

Repetitive Characters Allowed:

Successive Characters Allowed:

Exclusion Details in Password:

Restricted Passwords:

Successive Invalid Login Allowed:

Previous Password Disallowed:

---

**Password Expiry Parameters**

Password Expiry Period:  Days

Password Expiry Warning Period:  Days

First Password Expiry Period:  Days

Force Password Change with Policy Change:

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## Field Description

Field Name	Description
<b>User Type</b>	<p>Indicates the user type for which the password policy is applied. Multiple user types can be selected for a single policy.</p> <p>The user type are:</p> <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Administrator</li> <li>• Retail User</li> </ul>
<b>Policy Name</b>	Password policy name.
<b>Policy Description</b>	Brief description of the password policy.
<b>Password Validators</b>	
<b>Password Length</b>	The minimum and maximum length of the password.
<b>Allowed Characters</b>	<p>Characters allowed in the password.</p> <p>The different types of characters are:</p> <ul style="list-style-type: none"> <li>• Upper Case</li> <li>• Lower Case</li> <li>• Special Characters</li> <li>• Numbers</li> </ul>
<b>Mandatory</b>	Select the <b>Mandatory</b> check box to make the selected allowed character mandatory in the password.
<b>Mandatory Characters Allowed</b>	The allowed character mandatory in the password.
<b>Allowed Special Characters</b>	<p>Special characters allowed in the password.</p> <p>The example of special characters could be, @, #, &amp;, etc.</p>
<b>Repetitive Characters Allowed</b>	<p>Number of repetitive characters allowed in the password.</p> <p>For example: If you enter 2 in this field, user can enter 2 repetitive characters in his password like aabcd. If user enters aaabcd as his password, system will display error.</p>
<b>Successive Characters Allowed</b>	<p>Number of successive characters allowed.</p> <p>For example: If you enter 4 in this field, then user cannot enter four successive characters (aaaa/1111) in the password.</p>

Field Name	Description
<b>Exclusion Details in Password</b>	<p>Select the exclusion option from the list. You can select multiple values from the list.</p> <p>Exclusion details includes:</p> <ul style="list-style-type: none"> <li>• First Name</li> <li>• Last Name</li> <li>• User ID</li> <li>• Date of Birth</li> <li>• Party ID</li> </ul>
<b>Restricted Password</b>	<p>Enter the restricted password. User can input multiple commonly used passwords which the Bank does not want it's user to define as password.</p> <p>For example: If you enter restricted password as Password123, the system does not allow the user to set his password as 'Password123'.</p>
<b>Successive Invalid Login Allowed</b>	<p>Enter the number of attempts allowed for login with incorrect password. User will get locked once he reached the maximum invalid attempts allowed.</p>
<b>Previous Password Disallowed</b>	<p>Enter the disallowed number of historic passwords.</p> <p>For example: If you enter 5 in this field user can not define his last five passwords as his new password.</p>
<b>Password Expiry Parameters</b>	
<b>Password Expiry Period</b>	<p>Enter the number of days after which the password will get expired.</p>
<b>Password Warning Period</b>	<p>Enter the period in days in this field, post which user will get a warning message to change his password.</p> <p>This field should only be enabled if the <b>Password Expiry Period</b> is set.</p>
<b>First Password Expiry Period</b>	<p>Enter the number of days after which user's first system generated password will get expired.</p>
<b>Force Password Change with Policy Change</b>	<p>Select the check box to force change the password if there is a change in any of the parameter in the password validators section.</p>

6. Click **Save** to save the password policy details.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the password policy maintenance.

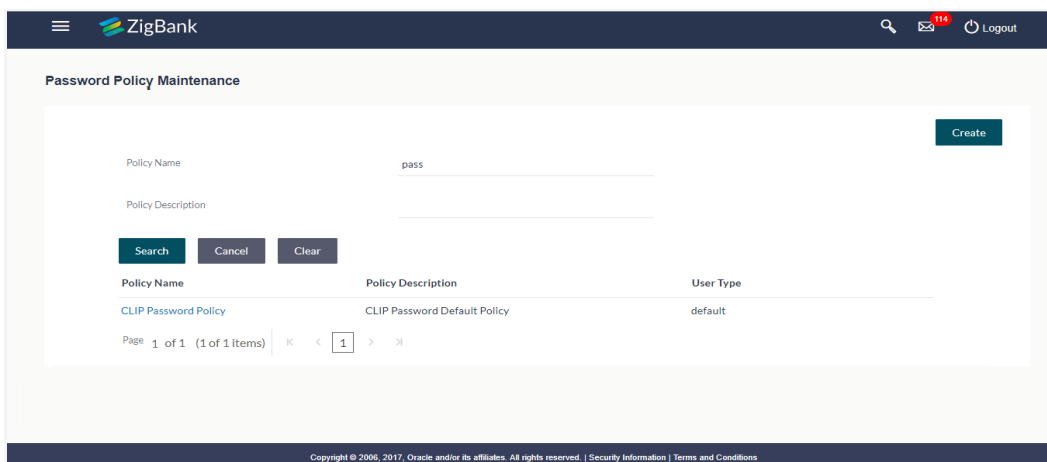
7. The **Review** screen appears. Verify the details, and click **Confirm**.  
 OR  
 Click **Edit** to make the changes if any.  
 The user will be navigated back to the create screen.  
 OR  
 Click **Cancel** to cancel the transaction.
8. The success message of password creation appears along with the transaction reference number.  
 Click **OK** to complete the transaction.

### 8.1.1 Password Policy Maintenance - Edit

**To edit password policy:**

1. In the **Policy Name** field, enter the password policy name.
2. Click **Search**. The search results corresponding to the search criteria are displayed.

**Edit Password Policy-Search**



**Field Description**

Field Name	Description
<b>Search Criteria</b>	
<b>Policy Name</b>	Password policy name.
<b>Policy Description</b>	Brief description of the password policy.
<b>Search Result</b>	
<b>Policy Name</b>	Password policy name.
<b>Policy Description</b>	Brief description of the password policy.

<b>Field Name</b>	<b>Description</b>
<b>User Type</b>	Type of users for which the password policy to be applied.

3. Click the password policy name in the **Policy Name** column.
4. The password policy details screen is displayed. Click **Edit**.

## Edit Password Policy

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🔌 Logout

### Password Policy Maintenance

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#### Create New Password Policy

User Type  Corporate User  Administrator  Retail User

Policy Name

Policy Description

#### Password Validators

Password Length  min  max

Allowed Characters	Upper Case	<input checked="" type="checkbox"/> Allowed	<input checked="" type="checkbox"/> Mandatory	<input type="text" value="1"/>
	Lower Case	<input checked="" type="checkbox"/> Allowed	<input checked="" type="checkbox"/> Mandatory	<input type="text" value="7"/>
	Special Characters	<input checked="" type="checkbox"/> Allowed	<input checked="" type="checkbox"/> Mandatory	<input type="text" value="1"/>
	Numbers	<input checked="" type="checkbox"/> Allowed	<input checked="" type="checkbox"/> Mandatory	<input type="text" value="1"/>

Allowed Special Characters

Repetitive Characters Allowed

Successive Characters Allowed

Exclusion Details in Password

Restricted Passwords

Successive Invalid Login Allowed

Previous Password Disallowed

#### Password Expiry Parameters

Password Expiry Period  Days

Password Expiry Warning Period  Days

First Password Expiry Period  Days

Force Password Change with Policy Change

Save
Cancel
Back

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## Field Description

Field Name	Description
<b>User Type</b>	<p>Indicates the user type for which the password policy is applied. Multiple user types can be selected for a single policy.</p> <p>The user type are:</p> <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Administrator</li> <li>• Retail User</li> </ul>
<b>Policy Name</b>	Password policy name.
<b>Policy Description</b>	Brief description of the password policy.
<b>Password Validators</b>	
<b>Password Length</b>	The minimum and maximum length of the password.
<b>Allowed Characters</b>	<p>Characters allowed in the password.</p> <p>The different types characters are:</p> <ul style="list-style-type: none"> <li>• Upper Case</li> <li>• Lower Case</li> <li>• Special Characters</li> <li>• Number</li> </ul>
<b>Mandatory</b>	Select the <b>Mandatory</b> check box to make the selected allowed character mandatory in the password.
<b>Allowed Special Characters</b>	<p>Special characters allowed in the password.</p> <p>The example of special characters could be, @, #, &amp;, etc.</p>
<b>Repetitive Characters Allowed</b>	<p>Number of repetitive characters allowed in the password.</p> <p>For example: If you enter 2 in this field, user can enter 2 repetitive characters in his password like, aabcd. If user enters aaabcd as his password, system will display error.</p>
<b>Successive Characters Allowed</b>	<p>Number of successive characters allowed.</p> <p>For example: If you enter 4 in this field, then user cannot enter four successive characters (aaaa/1111) in the password.</p>



Field Name	Description
<b>Exclusion Details in Password</b>	Select the exclusion option from the list. You can select multiple values from the li Exclusion details includes: <ul style="list-style-type: none"> <li>• First Name</li> <li>• Last Name</li> <li>• User ID</li> <li>• Date of Birth</li> <li>• Party ID</li> </ul>
<b>Restricted Password</b>	Enter the restricted password. User can input multiple commonly used passwords which the Bank does not want it's user to define as password. For example: If you enter restricted password as Password123, the system does not allow the user to set his password as 'Password123'.
<b>Successive Invalid Login Allowed</b>	Enter the number of attempts allowed for login with incorrect password. User will get locked once he reached the maximum invalid attempts allowed.
<b>Previous Password Disallowed</b>	Enter the disallowed number of historic passwords. For example: If you enter 5 in this field user can not define his last five passwords as his new password.
<b>Password Expiry Parameters</b>	
<b>Password Expiry Period</b>	Enter the number of days after which the password will get expired.
<b>Password Warning Period</b>	Enter the period in days in this field, post which user will get a warning message to change his password. This field should only be enabled if the <b>Password Expiry Period</b> is set.
<b>First Password Expiry Period</b>	Enter the number of days after which user's first system generated password will get expired.
<b>Force Password Change with Policy Change</b>	Select the check box to force change the password if there is a change in any of the parameter in the password validators section.

5. Modify the appropriate details.
6. Click **Save** to update the modified password policy details.  
OR  
Click **Cancel** to abort the edit password policy process.

## **FAQ**

1. **If I edit a password policy, will the new policy be applied for the existing users mapped under the user category?**

Yes, the new password policy will get applied to existing as well as new users.

2. **If an existing password policy has changed will the existing users be asked to change their password to meet criteria as per the new policy**

Existing users will only be asked to change their password if the **Force Password Change with Policy Change** checkbox is checked in the password policy.

3. **Will the user be shown any warning before the password expiry?**

Yes, user will be shown a message on his dashboard prompting him to change his password starting from the number of days maintained in password warning period until the password gets expired.

4. **Can the Bank define more than one password policy for a user type (Administrator/Corporate/Retail)?**

No, only one policy can be defined a particular user type.

5. **Can the System Administrator delete a Password policy?**

No, deletion of password policy is not permitted; however system administrator can make changes to the existing password policy.

[Home](#)

## 9. Manage Brand

Banks can have varied requirements with regards to the theme and for look and feel of the application.

Manage Brand is an administrative maintenance that allows the System Administrator to define the theme using brand logo, colors, fonts and font sizes.

System Administrator can configure the style/theme by selecting brand logo, header colors, background colors, label colors, button colors, font color, header size, font type, font sizes for header texts, menu, buttons etc.

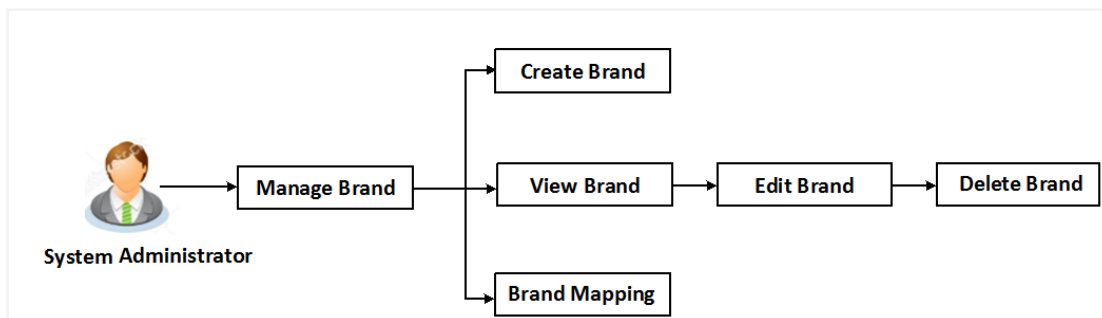
The administrator can define multiple themes with the above mentioned attributes and once defined, the administrator can activate one of the theme from the available list.

At any point in time, the administrator can deactivate a theme and activate another one

### Prerequisites

- Transaction access is provided to System Administrator
- Approval rule set up for System Administrator to perform the actions.
- Enterprise roles are maintained in application.

### Workflow



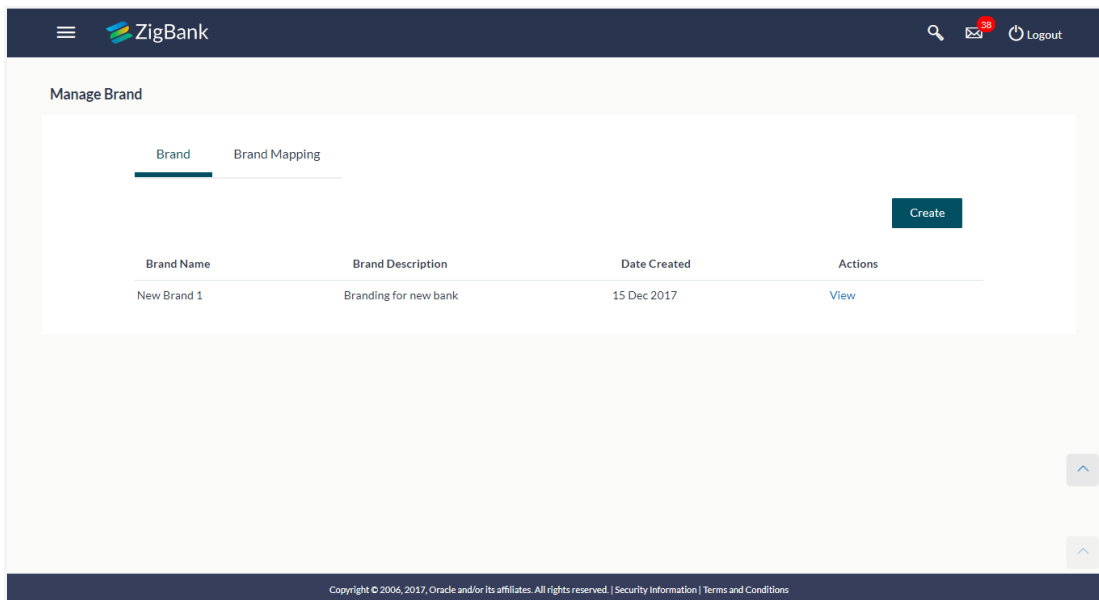
### Features supported in application

- View Brand
- Create Brand
- Edit Brand
- Delete Brand

### How to reach here:

*Dashboard > User Experience > Manage Brand*

## 9.1 Manage Brand – Summary



Field Name	Description
<b>Brand Name</b>	Displays the theme name as defined.
<b>Brand Description</b>	Displays the theme description as defined.
<b>Date Created</b>	Displays the date of theme creation
<b>Actions</b>	The available action buttons against the theme are displayed. The action button can be: <ul style="list-style-type: none"> <li>• <u>View</u>: Click to view the created theme.</li> </ul>

1. In the **Action** column, click **View** to view the already created theme.

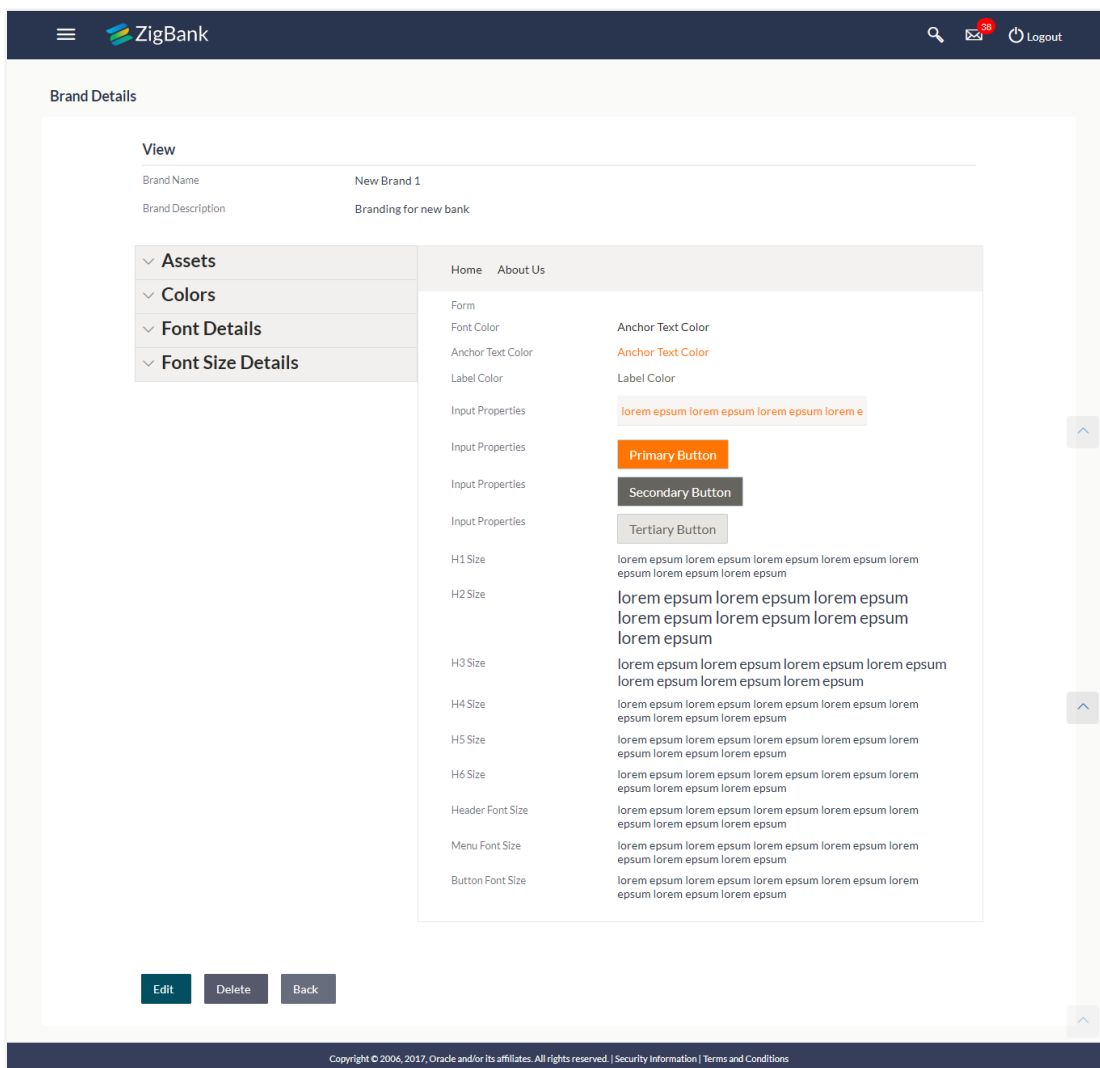
## 9.2 Manage Brand - View

Using this option System Administrator can view the created theme or brand.

To view the brand:

1. In the **Action** column, click **View** against the brand which you want to view. The **Manage Brand - View** screen appears.

### Manage Brand - View



### Field Description

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

<b>Brand Name</b>	Displays the theme name.
-------------------	--------------------------

<b>Brand Description</b>	Displays the theme description.
--------------------------	---------------------------------

### Customize Brands

Field Name	Description
<b>Assets</b>	This section displays the uploaded brand logo. Click Download to view the brand logo.
<b>Colors</b>	<p data-bbox="602 369 1386 432">Displays the list of items with the color swatch that is being set in the application.</p> <p data-bbox="602 443 800 470">The list includes:</p> <ul data-bbox="610 489 1089 1633" style="list-style-type: none"> <li data-bbox="610 489 964 516">• Header Background Color</li> <li data-bbox="610 548 813 575">• Header Color</li> <li data-bbox="610 606 938 634">• Body Background Color</li> <li data-bbox="610 665 938 693">• Form Background Color</li> <li data-bbox="610 724 781 751">• Font Color</li> <li data-bbox="610 783 915 810">• Font Secondary Color</li> <li data-bbox="610 842 834 869">• Link Text Color</li> <li data-bbox="610 900 792 928">• Label Color</li> <li data-bbox="610 959 846 987">• Input Text Color</li> <li data-bbox="610 1018 935 1045">• Input Background Color</li> <li data-bbox="610 1077 873 1104">• Input Border Color</li> <li data-bbox="610 1136 1052 1163">• Primary Button Background Color</li> <li data-bbox="610 1194 1089 1222">• Secondary Button Background Color</li> <li data-bbox="610 1253 1052 1281">• Tertiary Button Background Color</li> <li data-bbox="610 1312 964 1339">• Primary Button Text Color</li> <li data-bbox="610 1371 997 1398">• Secondary Button Text Color</li> <li data-bbox="610 1430 964 1457">• Tertiary Button Text Color</li> <li data-bbox="610 1488 943 1516">• Menu Background Color</li> <li data-bbox="610 1547 894 1575">• Menu Primary Color</li> <li data-bbox="610 1606 927 1633">• Menu Secondary Color</li> </ul>
<b>Font Details</b>	Displays the font details of the application i.e. font URL and font name.
<b>Font Size Details</b>	Displays the font size details of the various fonts used in the application in 'rem' (length unit). 1px = 1rem
<b>Form</b>	

Field Name	Description
<b>Font Color</b>	The font color of the brand.
<b>Anchor Text Color</b>	The anchor text color (clickable text in the application) of the brand.
<b>Label Color</b>	The label color used in the brand.
<b>Input Properties</b>	
<b>Input Properties - Primary Button</b>	The color of the primary buttons of the brand.
<b>Input Properties - Secondary Button</b>	The color of the secondary buttons of the brand.
<b>Input Properties - Tertiary Button</b>	The color of the tertiary buttons of the brand.
<b>H1 - H6 Size</b>	The font size of the various level of headings of the brand.
<b>Header Font Size</b>	The font size of the header of the brand.
<b>Menu Font Size</b>	The font size of the menus of the brand.
<b>Button Font Size</b>	The font size of the button text of the brand.

2. Click **Edit** to edit the theme. The **Manage Brand - Edit** screen appears.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Delete** to delete the brand.

### 9.3 Manage Brand - Create

Using this option, System Administrator can create a new theme for retail, corporate and administrator users.

**To create a brand:**

1. In the **Manage Brand** screen, click **Create**. The **Create Brand** screen appears.

## Manage Brand - Create

**Brand Information**

Brand Name: ZigBank

Brand Description: ZigBank Branding

**Customize Brand**

**Assets**

**Colors**

- Header Background Color
- Header Color
- Body Background Color
- Form Background Color
- Font Color
- Font Secondary Color
- Link Text Color
- Label Color
- Input Text Color
- Input Background Color
- Input Border Color
- Primary Button Background Color
- Secondary Button Background Color
- Tertiary Button Background Color
- Primary Button Text Color
- Secondary Button Text Color
- Tertiary Button Text Color
- Menu Background Color
- Menu Primary Color
- Menu Secondary Color
- Brand Theme Color
- Brand Primary Color

**Font Details**

**Font Size Details**

Save Cancel Back

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### Field Description

#### Field Name

#### Description

**Brand Name**

Specify the brand name.



Field Name	Description
<b>Brand Description</b>	Enter the theme description.
<b>Customized Brands</b>	
<b>Assets</b>	Upload the desired file for assets like icons, logo etc
<b>Colors</b>	<p>The list of brand color items, the user can enter the color hex value or can select color from the spectrum list.</p> <p>If color is selected from the spectrum, corresponding hex value to be displayed in this field.</p> <p>The color list includes:</p> <ul style="list-style-type: none"> <li>• Header Background Color</li> <li>• Header Color</li> <li>• Body Background Color</li> <li>• Form Background Color</li> <li>• Font Color</li> <li>• Font Secondary Color</li> <li>• Link Text Color</li> <li>• Label Color</li> <li>• Input Text Color</li> <li>• Input Background Color</li> <li>• Input Border Color</li> <li>• Primary Button Background Color</li> <li>• Secondary Button Background Color</li> <li>• Tertiary Button Background Color</li> <li>• Primary Button Text Color</li> <li>• Secondary Button Text Color</li> <li>• Tertiary Button Text Color</li> <li>• Menu Background Color</li> <li>• Menu Primary Color</li> <li>• Menu Secondary Color</li> </ul>
<b>Font Details</b>	Specify the font details of the application i.e. font URL and font name that is to be used in the brand.

Field Name	Description
<b>Font Size Details</b>	Specify the font size details of the various fonts used in the application in 'rem' (length unit) for various level of headings in the brand.
<b>Form</b>	
<b>Font Color</b>	Displays the font color as selected in the <b>Font Color</b> category list.
<b>Anchor Text Color</b>	Displays the anchor text color as selected in the <b>Font Color</b> category list.
<b>Label Color</b>	Displays the label color used as selected in the <b>Font Color</b> category list.
<b>Input Properties</b>	
<b>Input Properties - Primary Button</b>	Displays the color of the primary buttons of the brand as selected in the <b>Font Color</b> category list.
<b>Input Properties - Secondary Button</b>	Displays the color of the secondary buttons of the brand as selected in the <b>Font Color</b> category list.
<b>Input Properties - Tertiary Button</b>	Displays the color of the tertiary buttons of the brand as selected in the <b>Font Color</b> category list.
<b>H1 - H6 Size</b>	Displays the font size of the various level of headings of the brand as selected from the <b>Font Size Details</b> category list.
<b>Header Font Size</b>	Displays the font size of the header of the brand as selected in the <b>Font Size Details</b> category list.
<b>Menu Font Size</b>	Displays the font size of the menus of the brand as selected in the <b>Font Size Details</b> category list.
<b>Button Font Size</b>	Displays the font size of the button text of the brand as selected in the <b>Font Size Details</b> category list.

2. In the **Brand Name** field, enter the name of the theme.
  3. In the **Brand Description** field, enter the description for the theme.
  4. In the **Brand Type** field, select the appropriate brand type i.e. Retail User / Corporate User/ Administrator.
  5. In the **Customized Brands** section, click **Assets**.
  6. The Asset section appears. Click Choose File to browse and upload the logo for brand.
  7. In the **Colors** category, for various brand items, enter the color hex value or select color from the spectrum list. The corresponding hex value to be displayed in the field.
  8. In the **Font Details** category, enter the font URL and font name.
  9. In the **Font Size Details** category, enter the values for Heading 1, 2, 3.....6.
  10. Click **Save** to save the details.
- OR

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

OR

Click **Cancel** to cancel the transaction and navigate to the 'Dashboard'.

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

OR

Click **Edit** to make the changes if any.

OR

Click **Cancel** to cancel the transaction.

12. The success message appears along with the status of transaction. Click **OK** to complete the transaction.

## 9.4 Manage Brand - Edit

If the defined theme does not suit the requirement, then System Administrator can edit the defined theme using the Update option.

### To edit the brand:

1. In the **Action** column, click **View** against the brand which you want to edit. The **Manage Brand – View** screen appears.

2. Click **Edit** to edit the brand. The **Update Brand** screen appears.

OR

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

OR

Click **Delete** to delete the brand.

## Manage Brand - Edit

**Update Brand**

**Brand Information**

Brand Name:

Brand Description:

**Customize Brand**

- Assets
- Colors
- Font Details
- Font Size Details

Home About Us

Form

Font Color

Anchor Text Color

Anchor Text Color

Label Color

Label Color

Input Properties

Input Properties

Input Properties

Input Properties

Input Properties

Primary Button

Secondary Button

Tertiary Button

H1 Size

H2 Size

H3 Size

H4 Size

H5 Size

H6 Size

Header Font Size

Menu Font Size

Button Font Size

Update Cancel Back

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### Field Description

Field Name	Description
<b>Brand Name</b>	Displays the brand name as specified and available for edit.
<b>Brand Description</b>	Displays the brand description as specified and available for edit.
<b>Brand Type</b>	The role for which the theme is to be created. The role can be:

Field Name	Description
	<ul style="list-style-type: none"> <li>• Corporate</li> <li>• Retail</li> <li>• Administrator</li> </ul>

### Customized Brands

**Assets** Upload the desired file for assets like icons, logo if it needs to be modified.

**Colors** The list of brand color items, the user can enter the color hex value or can select color from the spectrum list.  
If color is selected from the spectrum, corresponding hex value to be displayed in this field.

The color list includes:

- Header Background Color
- Header Color
- Body Background Color
- Form Background Color
- Font Color
- Font Secondary Color
- Link Text Color
- Label Color
- Input Text Color
- Input Background Color
- Input Border Color
- Primary Button Background Color
- Secondary Button Background Color
- Tertiary Button Background Color
- Primary Button Text Color
- Secondary Button Text Color
- Tertiary Button Text Color
- Menu Background Color
- Menu Primary Color

Field Name	Description
	<ul style="list-style-type: none"> <li>Menu Secondary Color</li> </ul>
<b>Font Details</b>	Specify the font details of the application i.e. font URL and font name that is to be used in the brand.
<b>Font Size Details</b>	Font size details of the various fonts used in the application in 'rem' (length unit) for various level of headings in the brand.
<b>Form</b>	
<b>Font Color</b>	Displays the font color as selected in the <b>Font Color</b> category list.
<b>Anchor Text Color</b>	Displays the anchor text color as selected in the <b>Font Color</b> category list.
<b>Label Color</b>	Displays the label color used as selected in the <b>Font Color</b> category list.
<b>Input Properties</b>	
<b>Input Properties - Primary Button</b>	Displays the color of the primary buttons of the brand as selected in the <b>Font Color</b> category list.
<b>Input Properties - Secondary Button</b>	Displays the color of the secondary buttons of the brand as selected in the <b>Font Color</b> category list.
<b>Input Properties - Tertiary Button</b>	Displays the color of the tertiary buttons of the brand as selected in the <b>Font Color</b> category list.
<b>H1 - H6 Size</b>	Displays the font size of the various level of headings of the brand as selected from the <b>Font Size Details</b> category list.
<b>Header Font Size</b>	Displays the font size of the header of the brand as selected in the <b>Font Size Details</b> category list.
<b>Menu Font Size</b>	Displays the font size of the menus of the brand as selected in the <b>Font Size Details</b> category list.
<b>Button Font Size</b>	Displays the font size of the button text of the brand as selected in the <b>Font Size Details</b> category list.

- In the **Customized Brands** section, **Assets** section, click choose file to browse and upload the new logo if required.
- In the **Colors** category, for various brand items, enter the color hex value or select color from the spectrum list if required.
- The corresponding hex value to be displayed in the field.
- In the **Font Details** category, enter the new font URL and font name if required.
- In the **Font Size Details** category, enter the values for Heading 1, 2, 3.....6, if required.
- Click **Update** to save the changes.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate to the 'Dashboard'.

9. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
OR  
Click **Cancel** to cancel the transaction.
10. The success message appears along with the status of transaction. Click **OK** to complete the transaction.

## 9.5 Manage Brand - Delete

The System Administrator can delete the created brand maintained in the application.

### To delete the brand:

1. In the **Action** column, click **View** against the brand which you want to delete. The **Manage Brand - View** screen appears.
2. Select and click the required brand which you want to delete. The **Manage Brand - View** screen appears.
3. Click **Delete**. The success message appears along with the status of the transaction.
4. Click **Ok** to complete the transaction.

## 9.6 Brand Mapping

Using this option System Administrator can map the existing brands to the user, party, role or entity.

### 9.6.1 Brand Mapping Summary

#### To view the brand mapping summary:

1. In the **Manage Brand** screen, click the **Brand Mapping** tab. The **Manage Brand- Brand Mapping** screen appears.

## Brand Mapping

The screenshot shows the 'Manage Brand' interface with the 'Brand Mapping' tab selected. The interface includes a 'Create Mapping' button and a 'Mapping Type' dropdown menu with the placeholder text 'Select Mapping Type'. The ZigBank logo and navigation icons are visible in the top header, and a copyright notice is at the bottom.

### Field Description

#### Field Name

#### Description

#### Mapping Type

Select the mapping type to map it with brand.

The options are:

- User
- Party
- Role
- Entity

2. From the **Mapping Type** list, select the appropriate option for which you want to view the mapping.

The **Manage Brand – Brand Mapping Summary** screen appears.



## Manage Brand – Brand Mapping Summary

The screenshot displays the 'Manage Brand' interface with the 'Brand Mapping' tab selected. A 'Create Mapping' button is visible in the top right. Below it, there are input fields for 'Mapping Type' and 'User'. A table lists the existing mappings:

Brand Id	Mapped Value	Mapping Type	Date Created	Actions
20402	50990	USER	15 Dec 2017	<a href="#">Delete</a>

At the bottom of the page, there is a copyright notice: Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions

### Field Description

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

#### Brand Mapping Summary

<b>Brand Id</b>	The identification number of the mapped theme.
<b>Mapped Value</b>	The value which is mapped to the brand.
<b>Mapping Type</b>	The selected mapping type to map it with brand.
<b>Date Created</b>	The brand name.
<b>Actions</b>	Link to delete the mapping.

### 9.6.2 Create Mapping

Using this option System Administrator can create a mapping of brand.

#### To create the brand mapping:

1. In the **Brand Mapping** tab, click **Create Mapping**. The **Manage Brand- Create** screen appears.

## Manage Brand- Create

### Field Description

Field Name	Description
<b>Mapping Type</b>	Select the mapping type to map it with brand. The options are: <ul style="list-style-type: none"> <li>• User</li> <li>• Party</li> <li>• Role</li> <li>• Entity</li> </ul>
<b>Mapping Value</b>	The mapping value to map with brand.
<b>Brand</b>	The brand name.

2. From the **Mapping Type** list, select the appropriate option to be mapped.
3. In the **Mapping Value** field, enter the value to be mapped.
4. From the **Brand Name** list, select the appropriate brand.
5. Click **Save**.  
The success message along with the status of transaction appears.

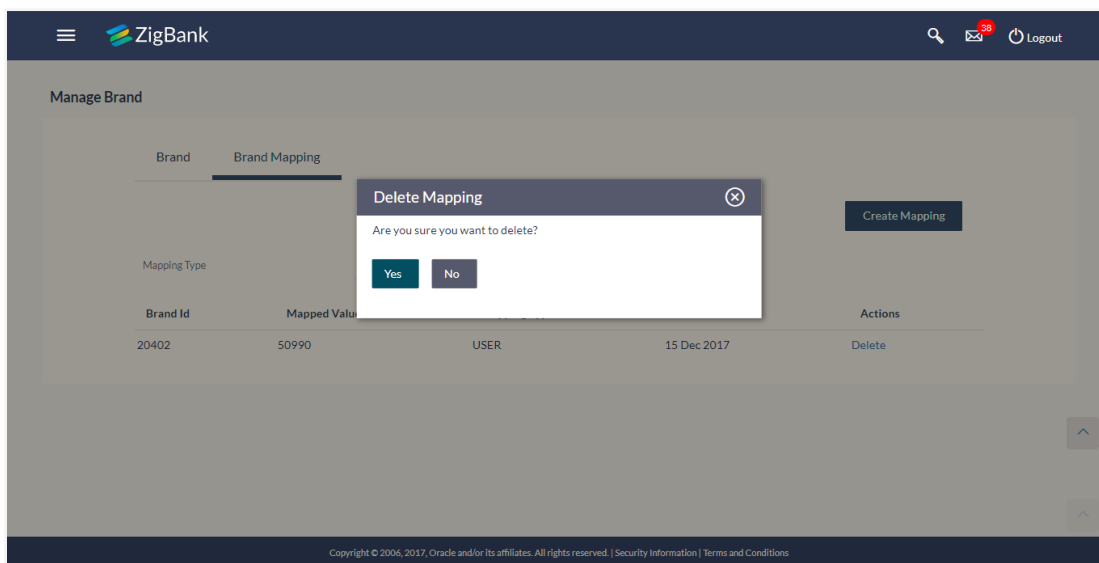
### 9.6.3 Delete Mapping

Using this option System Administrator can delete a mapping of brand.

#### To delete the brand mapping:

1. In the Brand Mapping tab, select the appropriate option from the Mapping Type list. The Manage Brand – Brand Mapping Summary screen appears.
2. Click **Delete**. The application will prompt the administrator with a deletion message with an option of Yes / No.

#### Manage Brand - Delete



3. Click **Yes** to delete brand/theme mapping. It will navigate to confirmation page with a success message and the status.  
OR  
Click **No** if you do not wish to delete the brand/theme.
4. Click **OK** to complete the transaction.

[Home](#)

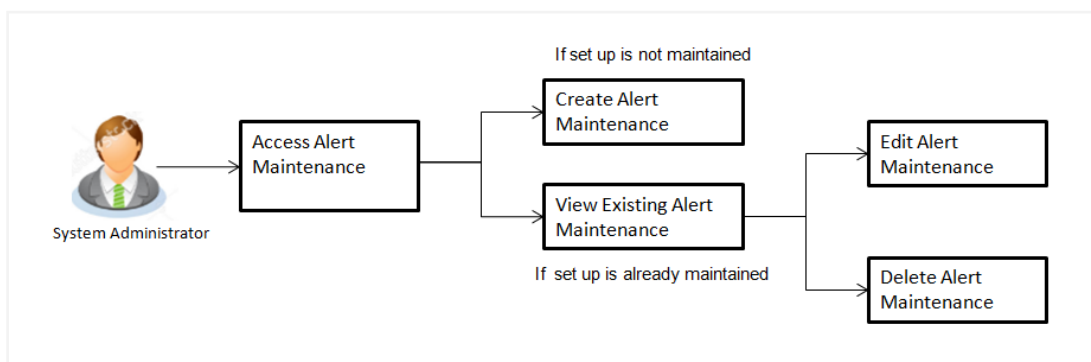
## 10. Alerts Maintenance

Alerts maintenance allows the System Administrator to define required parameters for each alert that is to be sent to the banks internal and external users. User can define the alert messages to be sent to different recipients on different channels. Also the type of alert Mandatory or subscribed can be defined by the user for each event.

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.
- Various events are maintained

### Workflow



### Features Supported In Application

Alert maintenance available features available to System Administrator users in the application:

- View alerts already maintained
- Create a new alert
- Edit an alert.
- Delete an alert.

### How to reach here:

*Administration Dashboard > Communications > Alert Maintenance*

### 10.1 Alerts Maintenance - Search

Using this option, System Administrator can search and view the details of any alerts maintained based on the search parameters. If the search parameters are not specified, records of all the alerts maintained in the application are displayed (i.e. a blank search is allowed).

#### To view alerts:

1. From the **Module Name** list, select the appropriate option whose alerts you to view.

2. From the **Event Name** list, select the event, for which one wants to view the alerts maintained.
3. Click **Search**.  
The alerts maintained appear based on the entered search parameters.  
OR  
Click **Clear** to reset the details.  
OR  
Click **Cancel** to cancel the transaction.

### Alerts Maintenance- Search

The screenshot displays the 'Alerts Maintenance' search interface in the ZigBank system. The header includes the ZigBank logo and navigation icons. The current entity is identified as '1\_UBS 12.4 AT3 Branch'. The search form contains the following fields and controls:

- Module Name:** Term Deposit
- Event Name:** Select
- Buttons:** Search, Clear, Cancel, and a Create button.

The search results are presented in a table with the following data:

Event Name	Module Name	Alert Type
Amend Term Deposit	Term Deposit	Subscribed
Redeem Term Deposit	Term Deposit	Subscribed
Term Deposit Adhoc Statement Request	Term Deposit	Subscribed
Amend Term Deposit - Auto Approved	Term Deposit	Mandatory
Open Term Deposit - Auto Approved	Term Deposit	Mandatory
Redeem Term Deposit - Auto Approved	Term Deposit	Mandatory
Term Deposit Adhoc Statement Request - Auto Approved	Term Deposit	Mandatory
Term Deposit Top-Up - Auto Approved	Term Deposit	Mandatory
Amend Term Deposit - Initiated	Term Deposit	Mandatory
Open Term Deposit - Initiated	Term Deposit	Mandatory
Redeem Term Deposit - Initiated	Term Deposit	Mandatory
Term Deposit Adhoc Statement Request - Initiated	Term Deposit	Mandatory
Term Deposit Top-Up - Initiated	Term Deposit	Mandatory

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## Field Description

### Field Name Description

---

**Module Name** Name of the module to which alert is maintained.

The options can be:

- Term Deposits
- Current and Savings Account
- Loan
- Originations
- Payments
- Host
- User Management
- Back Office
- File Upload
- Approvals
- Credit Card
- PFM
- Reports
- Wallets

**Event Name** The event activity associated with the alert based on the Module name selection.

### Search Results

**Event Name** The event activity associated with the alert.

**Module Name** Name of the module to which the event was linked.

**Alert Type** The type of alert i.e. if the alert is a subscription based alert or is one that is sent by the bank by default.

The options are:

- S: Subscribed
- M: Mandatory (Bank Notification)

- 
4. To view the details of a specific alert, click the **Event Name** field, in the Search Results table. The **Alert Maintenance- View** screen with maintained details appears.

## Alerts Maintenance – Detailed View

☰ ZigBank
🔍 📧 🏠 Logout

Alert Maintenance
Current Entity  
1\_UBS 12.4 AT3 Branch

**View**

Module Name	Term Deposit
Event Name	Amend Term Deposit
Alert Type	Subscribed

Corporate - User-English
^

Recipient Type	Corporate-User
Locale	
Alert Type	Subscribed
Delivery Mode	

**Email**

Email Subject	Term Deposit Account Amended
Email Message	Dear Customer, The maturity instruction for your Term Deposit Number #AccountNo# has been amended. The new maturity instruction as #MaturityInstruction#.
	Regards Customer Service - #BankName#

**Attribute Mask**

Data Attribute	Attribute Mask
AccountNo	XXXXXXXXXX
BankName	D
MaturityInstruction	D

**Sms**

SMS Message Text	The maturity instruction for your Term Deposit Number #AccountNo# has been amended. The new maturity instruction as #MaturityInstruction#.
------------------	--

**Attribute Mask**

Data Attribute	Attribute Mask
AccountNo	XXXXXXXXXX
MaturityInstruction	D

**On Screen**

On Screen Subject	Term Deposit Account Amended
On Screen Message	Dear Customer, The maturity instruction for your Term Deposit Number #AccountNo# has been amended. The new maturity instruction as #MaturityInstruction#.
	Regards Customer Service - #BankName#

**Attribute Mask**

Data Attribute	Attribute Mask
AccountNo	XXXXXXXXXX
BankName	D
MaturityInstruction	D

**Push Notification**

Message Title	Term Deposit Account Amended
Notification Message	The maturity instruction for your Term Deposit Number #AccountNo# has been amended. The new maturity instruction as #MaturityInstruction#.

**Attribute Mask**

Data Attribute	Attribute Mask
MaturityInstruction	D
AccountNo	XXXXXXXXXX

Party - Customer-English
∨

Edit
Delete
Cancel
Back

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## Field Description

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

<b>Module Name</b>	Name of the module to which alert is maintained.
--------------------	--

The options can be:

- Term Deposits
- Current and Savings Account
- Loan
- Originations
- Payments
- Host
- User Management
- Back Office
- File Upload
- Approvals
- Credit Card
- PFM
- Reports
- Wallets

<b>Event Name</b>	The event activity associated with the alert based on the Module name selection.
-------------------	--

<b>Alert Type</b>	The type of alert i.e. if the alert is a subscription based alert or is one that is sent by the bank by default (mandatory).
-------------------	--

The options are:

- S: Subscribed
- M: Mandatory (Bank Notification)

## Message Settings

---



Field Name	Description
<b>Recipient Type</b>	<p>The facility to select the category of recipients of the alert.</p> <p>The values can be:</p> <ul style="list-style-type: none"> <li>• Corporate <ul style="list-style-type: none"> <li>▪ Approver</li> <li>▪ Initiator</li> <li>▪ Next Approver</li> <li>▪ Previous Approver</li> <li>▪ User</li> </ul> </li> <li>• Banker <ul style="list-style-type: none"> <li>▪ Approver</li> <li>▪ Initiator</li> <li>▪ Next Approver</li> <li>▪ Previous Approver</li> </ul> </li> <li>• External <ul style="list-style-type: none"> <li>▪ User</li> </ul> </li> <li>• Party <ul style="list-style-type: none"> <li>▪ Customer</li> </ul> </li> </ul>
<b>Locale</b>	Language in which the message is defined.
<b>Alert Type</b>	<p>The type of alert i.e. if the alert is a subscription based alert or is one that is sent by the bank by default.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• S: Subscribed</li> <li>• M: Mandatory (Bank Notification)</li> </ul>
<b>Delivery Mode</b>	<p>The delivery mode through which the alert is to be sent.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Email: alert is to be sent as an email</li> <li>• SMS: alert is to be sent as an SMS on the user's mobile number</li> <li>• On screen: : alert is sent as an email to customer's email account</li> <li>• Push Notification: notifications are sent as a banner or pop-up message on the user's mobile number</li> </ul>

Below fields appears, if the **Delivery Mode** is **Email**.

Field Name	Description
<b>Email Subject</b>	The subject as specified in the template.
<b>Email Message</b>	The content of the template.
<b>Attribute Mask</b>	The attribute mask may be in the form of masking all but the last 4 digits of the account number.
<b>Data Attribute</b>	The data attribute that is to be masked, in the communication.
Below fields appears, if the <b>Delivery Mode</b> is <b>On Screen</b> .	
<b>On Screen Subject</b>	The subject as specified in the On Screen template.
<b>On Screen Message</b>	The content of the template.
<b>Attribute Mask</b>	The attribute mask may be in the form of masking all but the last 4 digits of the account number.
<b>Data Attribute</b>	The data attribute that is to be masked, in the communication.
Below fields appears, if the <b>Delivery Mode</b> is <b>Push Notification</b> .	
<b>Message Title</b>	The title as specified in the Push Notification template.
<b>Notification Message</b>	The content of the notification template.
<b>Attribute Mask</b>	The attribute mask may be in the form of masking all but the last 4 digits of the account number.
<b>Data Attribute</b>	The data attribute that is to be masked, in the communication.
Below fields appears, if the <b>Delivery Mode</b> is <b>SMS</b> .	
<b>SMS Message Text</b>	The content of the SMS template.
<b>Attribute Mask</b>	The attribute mask may be in the form of masking all but the last 4 digits of the account number.

- 
5. Click **Edit** to edit the alerts details.  
OR  
Click **Delete** to delete the alert. (Only non-mandatory alerts can be deleted).  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to previous screen.

## 10.2 Alerts Maintenance- Create

Alerts Maintenance- Create Using this option, the System Administrator defines the alerts. User has to select the module-event combination for which the alert needs to be maintained. Further user has to select the recipients for whom the alerts need to be sent on an event.

### To create an alert:

1. Click **Create** to create an alert. The **Alert Maintenance - Create** screen appears.

## Alerts Maintenance- Create

ZigBank
Logout

**Alert Maintenance** Current Entity  
1\_UBS 12.4 AT3 Branch

---

**Create**

Module Name: Term Deposit

Event Name: Redeem Term Deposit

Alert Type: Subscribed

**Message Settings**

Banker - Initiator-English

Recipient Type: Initiator

Locale: English

Alert Type: Subscribed

Delivery Mode:

Email

Push Notification

On Screen

SMS

**Email Settings**

Email Subject: \_\_\_\_\_

Email Message:

Dear Customer,  
The maturity instruction for your Term Deposit Number #AccountNo# has been amended.  
The new maturity instruction as #MaturityInstruction#.

Regards  
Customer Service - #BankName#

Attribute Mask: \_\_\_\_\_ Add Save

**Push Notification Settings**

Message Title: \_\_\_\_\_

Notification Message:

The maturity instruction for your Term Deposit Number #AccountNo# has been amended.  
The new maturity instruction as #MaturityInstruction#.

[SOUND\_ANDROID-Isnttl: LARGE\_IMAGE\_ANDROID-http://static1.squarespace.com/static/54ac6f9ae4b0cf1d82a4659e/t/58719e52cd0f68e84c5548fd/1484758653422/?format=300w/SOUND\_IOS-chlime.m4a]

Attribute Mask: div p \_\_\_\_\_ Add Save

Add Save Cancel Back

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## Field Description

### Field Name Description

---

#### Create

**Module Name** The unique name to be given to the module for which alert is to be created.  
The options are:

- Term Deposits
- Current and Savings Account
- Loan
- Originations
- Payments
- Host
- User Management
- Back Office
- File Upload
- Approvals
- Credit Card
- PFM
- Reports
- Wallets

**Event Name** The event activity associated with the alert.

**Alert Type** The type of alert i.e. if the alert is a subscription based alert or is one that is sent by the bank by default.

The options are:

- S: Subscribed
- M: Mandatory (Bank Notification)

#### Message Settings

Click the '**add**' button to enable the following fields. Click on the drop down for Recipient type 1. (Repeat the following steps, for every new recipient you wish to add)

**Recipient Type** The facility to select the category of recipients of the alert.  
The values can be:

- Corporate
  - Approver
  - Initiator
  - Next Approver

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

- Previous Approver
- User
- Banker
  - Approver
  - Initiator
  - Next Approver
  - Previous Approver
- External
  - User
- Party
  - Customer

**Locale** Language in which the message is to be defined.

**Alert Type** The type of alert i.e. if the alert is a subscription based alert or is one that is sent by the bank by default.

The options are:

- S: Subscribed
- M: Mandatory (Bank Notification)

**Delivery Mode** The delivery mode through which the alert is to be sent.

The options are:

- Email: alert is to be sent as an email
- SMS: alert is to be sent as an SMS on the user's mobile number
- On screen: alert is sent as an email to customer's email account
- Push Notification: notifications are sent as a banner or pop-up message on the user's mobile number

---

Note: For Push Notification alerts, user can define separate sound/notification tone for different notifications so that, there can be a clear differentiation in the tone between an update (related to an account) and promotions.

---

Click on one or more of the delivery mode to enable the following fields

Below fields appears, if the **Email** option is selected in **Delivery Mode** field.

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

<b>Email Subject</b>	The subject as specified in the template.
----------------------	---

<b>Email Message</b>	The content of the template.
----------------------	------------------------------

<b>Attribute Mask</b>	The attribute mask may be in the form of masking all but the last 4 digits of the account number. Click <b>Add</b> to add one or more data attributes.
-----------------------	---

<b>Data Attribute</b>	The data attribute that is to be masked, in the communication.
-----------------------	--

Below fields appears, if the **On Screen** option is selected in **Delivery Mode** field.

<b>On Screen Subject</b>	The subject as specified in the On Screen template.
--------------------------	---

<b>On Screen Message</b>	The content of the template.
--------------------------	------------------------------

<b>Attribute Mask</b>	The attribute mask may be in the form of masking all but the last 4 digits of the account number. Click <b>Add</b> to add one or more data attributes.
-----------------------	---

<b>Data Attribute</b>	The data attribute that is to be masked, in the communication.
-----------------------	--

Below fields appears, if the **Push Notification** option is selected in **Delivery Mode** field.

<b>Message Title</b>	The title as specified in the Push Notification template.
----------------------	---

<b>Notification Message</b>	The content of the Notification template.
-----------------------------	---

<b>Attribute Mask</b>	The attribute mask may be in the form of masking all but the last 4 digits of the account number. Click <b>Add</b> to add one or more data attributes.
-----------------------	---


<b>Data Attribute</b>	The data attribute that is to be masked, in the communication.
-----------------------	--

Below fields appears, if the **SMS** option is selected in **Delivery Mode** field.

<b>SMS Message Text</b>	The content of the SMS template.
-------------------------	----------------------------------



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

<b>Attribute Mask</b>	The attribute mask may be in the form of masking all but the last 4 digits of the account number. Click <b>Add</b> to add one or more data attributes.
-----------------------	---

2. From the **Module Name** list, select the appropriate option for which you want to create alert.
3. From the **Event Name** list, select the appropriate option which you want to create alert.
4. From the **Alert Type** list, select the appropriate option.
5. In the Message Settings section, click **Add**, the **Recipient Type** field appears.
6. Click  against the **Recipient Type** field.
7. From the **Recipient** list, select the appropriate recipient type.
8. From the **Locale** list, select the appropriate option
9. From the **Alert Type** list, select the appropriate option.
10. In the **Delivery Mode** field, select the appropriate option. If you select **Email** option:
  - a. In the **Email Subject** field, enter the subject for the email message.
  - b. In the **Email Message** field, enter the content for the email message.
  - c. In the **Attribute Mask** section, select the **Data Attribute** that is to be masked, in the communication.
  - d. In the **Attribute Mask** field, enter the information to be masked.
  - e. Click **Save** to save the details entered.

OR  
Click **Add** to add more attributes.
11. In the **Delivery Mode** field, , if you select **On Screen** option:
  - a. Select the **Copy Content from Email** option, if you want to copy the contents from email.
  - b. In the **On Screen Subject** field, enter the subject for the On Screen message.
  - c. In the **On Screen Message** field, enter the content for the On Screen message.
  - d. Repeat steps 10c to e.
12. In the **Delivery Mode** field, , if you select **Push Notification** option:
  - a. In the **Message Title** field, enter the subject for the push notification message.
  - a. In the **Notification Message** field, enter the content for the push notification message.
  - b. Repeat steps 10c to e.
13. In the **Delivery Mode** field, , if you select **On Screen** option:
  - a. Select the **Copy Content from Email** option, if you want to copy the contents from email.
  - b. In the **On Screen Subject** field, enter the subject for the On Screen message.
  - c. In the **On Screen Message** field, enter the content for the On Screen message.



- d. Repeat steps 10c to e.
14. Click **Add** if you want to add more recipients.  
OR  
Click  if you want to delete the added recipients.
15. Click  against the message template to enter the required details.
16. Click **Save** to save the details entered.
17. The **Review** screen appears. Verify the details and click **Confirm**.  
OR  
Click **Edit** to make the changes if any. The **Alert Maintenance – Edit** screen with values in editable form appears.  
OR  
Click **Cancel** to cancel the transaction.
18. The success message appears. Click **OK** to complete the transaction.

### 10.3 Alerts Maintenance- Edit

Using this option, System Administrator can edit the details of selected alerts maintenance defined in the application.

#### To modify an alert:

1. Enter the search criteria, and click **Search**.  
The alerts maintained appear based on the entered search parameters.  
OR  
Click **Clear** to reset the details.  
OR  
Click **Cancel** to cancel the transaction.
2. Click on alert whose details you want to modify. The **Alert Maintenance- View** screen with maintained details appears.
3. Click **Edit** to edit the alerts details. The **Alert Maintenance- Edit** screen appears.

## Alerts Maintenance- Edit

☰
🔍 📧 🏠 Logout

**Alert Maintenance** Current Entity  
1\_UBS 12.4 AT3 Branch

**Edit**

Module Name	Term Deposit
Event Name	Amend Term Deposit
Alert Type	Subscribed

**Message Settings**

Corporate - User-English

Recipient Type	User
Locale	English
Alert Type	Subscribed
Delivery Mode	<input checked="" type="checkbox"/> Email <a href="#">Edit</a> <input checked="" type="checkbox"/> Push Notification

Message Title: Term Deposit Account Amended

Notification Message:

The maturity instruction for your Term Deposit Number #AccountNo# has been amended.  
 The new maturity instruction as #MaturityInstruction#.  
 [SOUND\_ANDROID-Isnttl|LARGE\_IMAGE\_ANDROID-http://static1.squarespace.com/static/54ac6f9ae4b0cf1d82a4b59e/t/5879e52cd0f69e84c5548fd/1484758653422/?format=300w|SOUND\_IOS-chime.m4a]

Attribute Mask	Data Attribute	Attribute Mask	
	MaturityInstruction	D	🗑️
	AccountNo	XXXXXXXXXX	🗑️

[Add](#) [Save](#)


<input checked="" type="checkbox"/> On Screen <a href="#">Edit</a>
<input checked="" type="checkbox"/> SMS <a href="#">Edit</a>

Party - Customer-English

[Add](#)

[Save](#) [Cancel](#) [Back](#)

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4. Update the required fields.  
Module Name, Event Name and Alert Type fields are read only, and cannot be edited.
5. You can click  against the particular message template to delete it.
6. View the value for recipient type – modify if required.
7. If **Alert Type** field selection is mandatory above, this field will be defaulted.
8. Click to enable / disable the delivery mode, by clicking the checkbox.
9. Click **Edit**, against each delivery Mode to view the Subject, Message and Attribute masks (if any). Modify if required.
10. Click **Save** to update the alert maintenance. User will be directed to the Alert Maintenance - Edit - Review page post necessary validations.
11. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any. The **Alert Maintenance – Edit** screen with values in editable form appears.  
OR  
Click **Cancel** to cancel the transaction.
12. The success message appears. Click **Done** to complete the transaction.

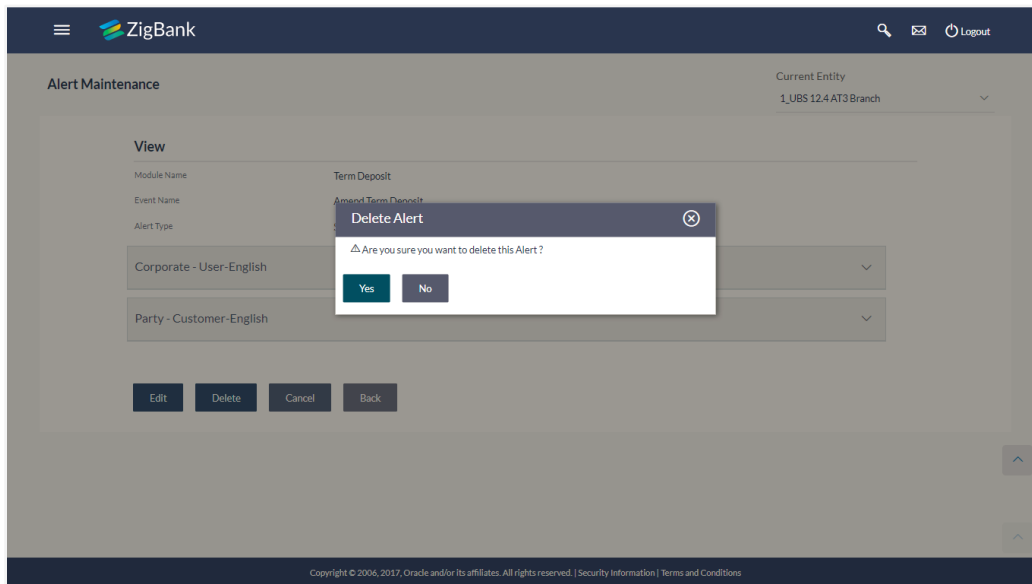
## 10.4 Alerts Maintenance- Delete

Using this option, you can search and delete an existing alert. Note that mandatory alerts cannot be deleted.

### To delete an alert:

1. Repeat steps 1 to 2 of **Edit Alert** section.
2. To delete an alert, click **Delete**.
3. The **Delete Warning** message appears, click **Yes**.

## Alert Delete Warning



4. The **Alert Maintenance** screen with the successful object deletion message appears. Click **Done** to complete the transaction.

## FAQs

1. **What is a significance of Mandatory and Subscribe types of alerts?**

Recipients will get an alert by default for the alert types defined as Mandatory and will have to subscribe for those alerts for which the alert type is defined as 'Subscribe'.

2. **What is a reason for applying attribute masking?**

The main reason for applying masking to a data field is to protect data that is classified as personal identifiable data, personal sensitive data or commercially sensitive data as a communication between the customer and Bank.

3. **Can I define the masking for data attribute available in subject?**

No, data attribute masking can be defined only for the data available in the message body.

4. **Can I add an attribute masks for more the one data attribute for a specific recipient and channel?**

Yes, you can add multiple attribute masks for different data attributes for a specific recipient and channel.

5. **Can I delete specific recipient added for an alert event in Alert Maintenance?**

Yes, administrator can delete specific recipient mapped to an event.

6. **What happens to the in-transit transactions if I edit the alert maintenance for specific recipient?**

An updated maintenance will be applicable for any new event performed after maintenance is saved successfully.

[Home](#)

## 11. Authentication

Passwords are the most common form of authentication used in the world today. But unfortunately, passwords are one of the least secure forms of authentication—commonly forgotten and easily compromised. Two-factor authentication (2FA) adds an extra layer of security by requiring users to use two different authentication factors to verify their identity.

The two step verification or 2 Factor Authentication is an extra layer of security that is known as "multi factor authentication" that requires not only a password and username but also something that only, and only, that user has on them e.g. tokens, OTP etc. Using a Two Factor Authentication process can help to lower the number of cases of identity theft on the Internet, as well as phishing via email. For security reason authentication is used by user (Retail/ Corporate) while performing transactions through digital platform.

The 2F Authentication requires two different kinds of evidence before executing transaction successfully. This option enables the System Administrator to maintain authentication pattern for each transaction of a specific user segment.

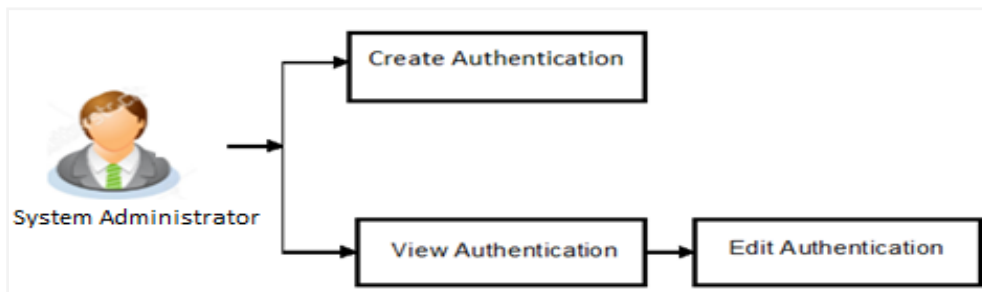
The types of 2 factor authentication used are as follows:

- Security Question
- Soft Token
- One Time Password (OTP)

### Pre-requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.
- Transactions are enabled for 2 Factor Authentication.

### Workflow



### Features Supported In Application

The following options are available as part of this maintenance:

- View Authentication
- Edit Authentication
- Create Authentication

**How to reach here:**

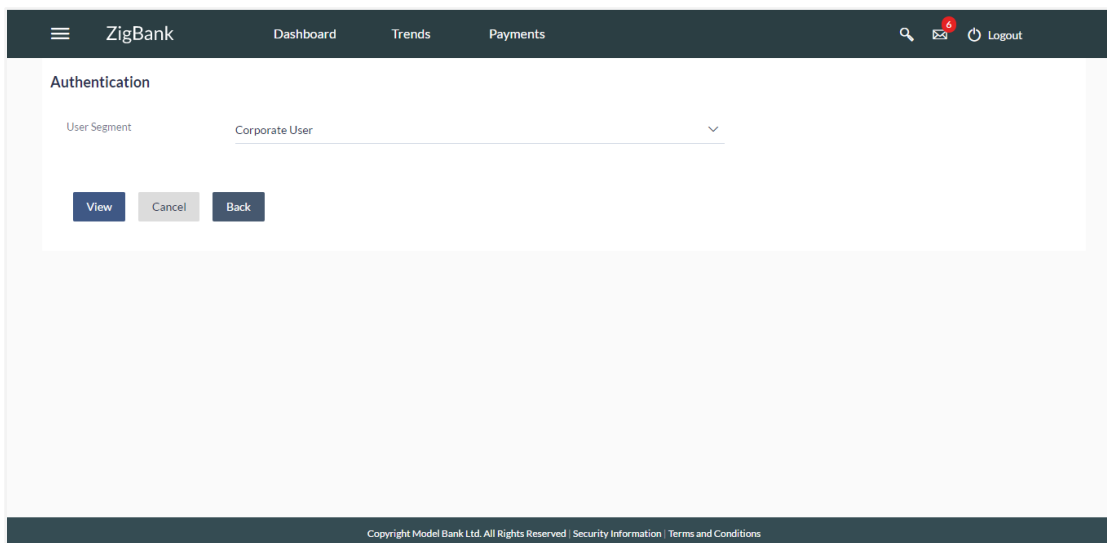
Administration Dashboard > Security > Authentication

## 11.1 Authentication - View

On accessing 'Authentication' menu, system displays the existing maintenance available for selected user segment To view the authentication setup for user segment:

1. From the **User Segment** list, select the appropriate user segment.

### Authentication Setup



### Field Description

Field Name	Description
<b>User Segments</b>	The user segments maintained by the Bank. The options are: <ul style="list-style-type: none"> <li>• Retail User</li> <li>• Corporate User</li> </ul>

- Retail User
- Corporate User

2. Click **Cancel** to cancel the transaction.

OR

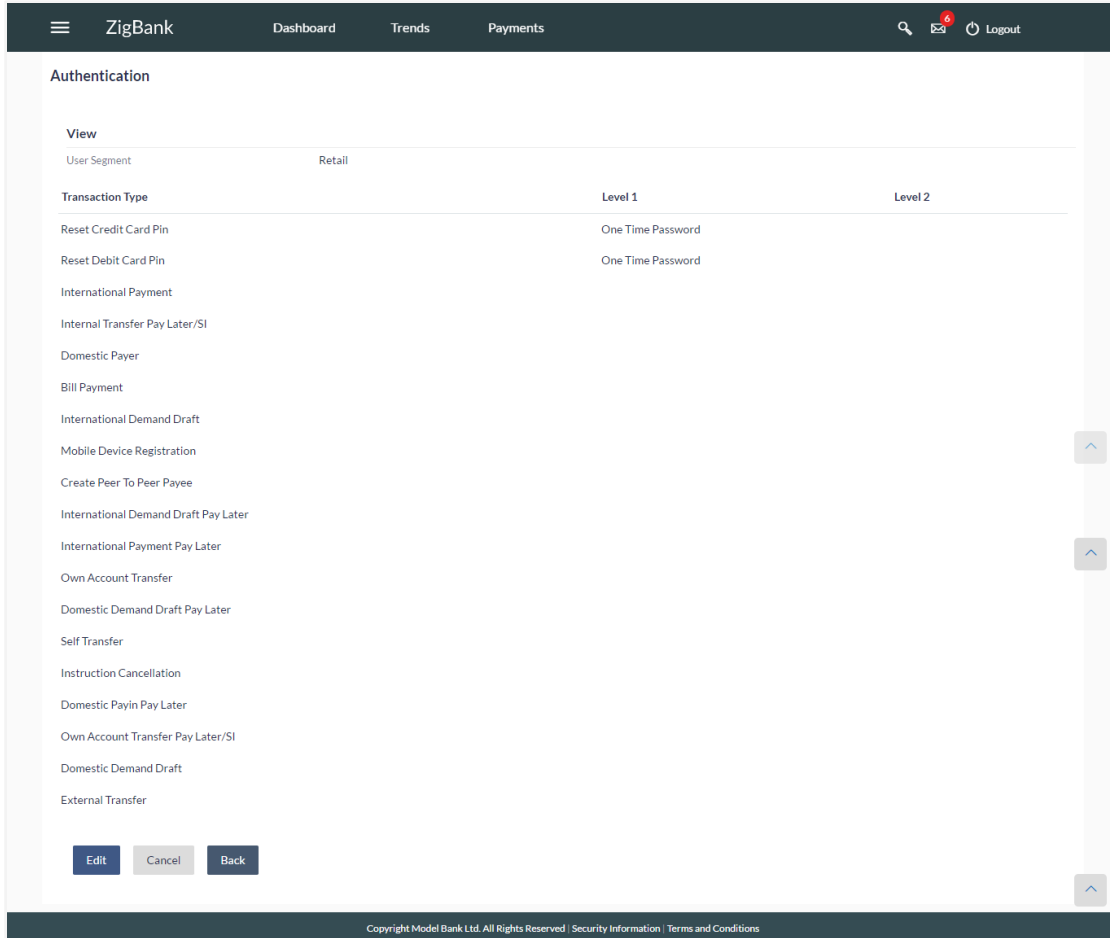
Click **Back** to go back to Dashboard.

OR

Click **View** to view the 2FA maintained for the user segment. The **Authentication - View** screen appears.

**Note:** If the existing maintenance is not available for selected user segment, message will be displayed "2 Factor Authentication for this user segment has not been set up yet" with the **Set up now** button which launches the screen to maintain 2 Factor Authentication.

### Authentication Setup- View



### Field Description

**Field Name**      **Description**

#### View

**User Segment** View the user segment for which the 2 Factor Authentication is set-up.

#### Transactions

**Transaction Type**      The transaction type for which the 2 Factor Authentication is set-up.



Field Name	Description
<b>Level 1</b>	View the first one (Security Questions, One Time Password or Soft Token) from two levels of authentication set for the transaction type.
<b>Number of Question</b>	Number of security questions to be asked at level 1 authentication. This field appears only if the <b>Security Question</b> option is selected in the <b>Authentication</b> .
<b>Level 2</b>	View the second one (Security Questions, One Time Password or Soft Token) from the 2 levels of authentication set for the transaction type.  <b>Note:</b> The 1st and 2nd level of authentication are not the same viz., Security Question cannot be set-up as both Level 1 & Level 2 Approval.
<b>Number of Question</b>	Number of security questions to be asked at level 2 authentication. This field appears only if the <b>Security Question</b> option is selected in the <b>Authentication</b> .

3. Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Edit** to update the details. An editable screen appears.

## 11.2 Authentication - Edit

System Administrator can modify existing authentication maintenance.

### To edit the authentication setup:

1. From the **User Segment** list, select the appropriate user segment.
2. Click **View** to view the 2 Factor Authentications maintained for the user segment. The **Authentication - View** screen appears.
3. Click **Edit**. The **Authentication – Edit** screen with values in editable form screen appears.

## Authentication - Edit

ZigBank
Dashboard Trends Payments
Logout

### Authentication

**Edit**

User Segment: Retail

Transaction Type	Level 1	Level 2
Reset Credit Card Pin	One Time Password	Security Question No of Security Questions: _____
Reset Debit Card Pin	One Time Password	None
International Payment	None	None
Internal Transfer Pay Later/SI	None	None
Domestic Payer	None	None
Bill Payment	None	None
International Demand Draft	None	None
Mobile Device Registration	None	None
Create Peer To Peer Payee	None	None
International Demand Draft Pay Later	None	None
International Payment Pay Later	None	None
Own Account Transfer	None	None
Domestic Demand Draft Pay Later	None	None
Self Transfer	None	None
Instruction Cancellation	None	None
Domestic Payin Pay Later	None	None
Own Account Transfer Pay Later/SI	None	None
Domestic Demand Draft	None	None
External Transfer	None	None

Apply to all

Save
Cancel
Back

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## Field Description

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

---

### Edit

**User Segment** View the user segment for which the 2 Factor Authentication is set-up.

### Transactions

**Transaction Type** The transaction type for which the 2 Factor Authentication is set-up.

**Level 1** The first one from the 2 levels of authentication set for the transaction type.

The options are:

- None
- Security Question
- One Time Password
- Soft Token

**Number of Question** Number of security questions to be asked at level 1 authentication. This field appears only if the **Security Question** option is selected in the **Authentication**.

**Level 2** The second one from the 2 levels of authentication set for the transaction type.

The options are:

- None
- Security Question
- One Time Password
- Soft Token

---

**Note:** The 1st and 2nd level of authentication are not the same viz., Security Question cannot be set-up as both Level 1 & Level 2 Approval.

---

**Number of Question** Number of security questions to be asked at level 2 authentication. This field appears only if the **Security Question** option is selected in the **Authentication**.

- 
4. In **Transactions** section, in **Level 1** of authentication select the appropriate option.
    - a. If user selects **Security Question** option:
  5. In the Number of questions field enter the maximum number of security questions to be asked.
  6. In **Transactions** section, in **Level 2** of authentication select the appropriate option.

- a. If user selects **Security Question** option:
7. In the **Number of questions** field enter the maximum number of security questions to be asked.

---

**Note:** Click **Apply to all** to apply the same kind of level 1 & level 2 authentication for all transaction types.

---

8. Click **Save** to save the changes made.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.  
OR  
Click **Back** to go back to previous screen.
9. The **Authentication Edit – Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The **Authentication – Edit** screen with values in editable form screen appears.  
OR  
Click **Cancel** to cancel the operation and navigate back to '**Dashboard**'.  
The success message of Authentication setup appears along with the transaction reference number.  
Click **OK** to complete the transaction and navigate back to '**Dashboard**'.

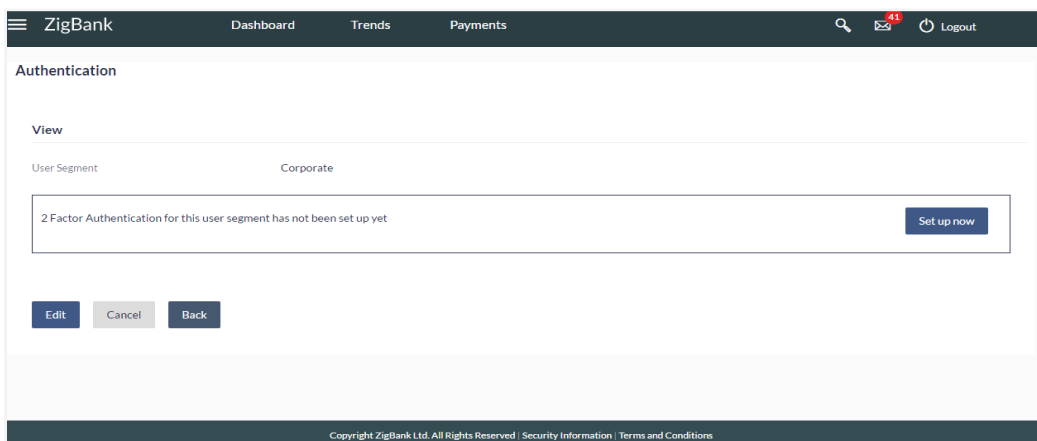
## 11.3 Authentication - Create

System Administrator can create authentication maintenance if the maintenance is not available.

**To create the authentication setup for user segment:**

1. From the **User Segment** list, select the appropriate user segment.

### Authentication Setup



**Field Description**

Field Name	Description
<b>User Segment</b>	<p>The user segments maintained by the Bank.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>•Retail User</li> <li>•Corporate User</li> </ul>

- 
2. Click **Cancel** to cancel the transaction.  
OR  
Click **View** to view the 2 Factor Authentications maintained for the user segment. The **Authentication - View** screen appears.

---

**Note:** If the existing maintenance is not available for selected user segment, message will be displayed "Authentication for this user segment has not been set up yet".

---

3. Click **Set up now** to create new 2Factor Authentication. The Authentication - Create screen appears.

## Authentication - Create

ZigBank
Dashboard Trends Payments
🔍
📧<sup>41</sup>
🔌 Logout

**Create**

User Segment: Corporate

Transaction Type	Level 1	Level 2
International Payment	One Time Password	Security Question No of Security Questions: 2
Internal Transfer Pay Later/SI	None	None
Domestic Payer	None	None
International Demand Draft	None	None
Mobile Device Registration	None	None
Create Peer To Peer Payee	None	None
International Demand Draft Pay Later	None	None
International Payment Pay Later	None	None
Self Transfer	One Time Password	Security Question No of Security Questions: 1
Instruction Cancellation	None	None
Perform Action	None	None
Domestic Payin Pay Later	One Time Password	None
Reset Credit Card Pin	None	None
Own Account Transfer Pay Later/SI	None	None
External Transfer	None	None

Apply to all

Save
Cancel
Back

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Create</b>	
<b>User Segment</b>	The user segment for which the 2 Factor Authentication is set-up from: <ul style="list-style-type: none"> <li>• Retail User</li> <li>• Corporate User</li> </ul>
<b>Transactions</b>	
<b>Transactions</b>	The transaction type for which the 2 Factor Authentication is set-up.
<b>Level 1</b>	The first one from the 2 levels of authentication set for the transaction type. The options are: <ul style="list-style-type: none"> <li>•None</li> <li>•Security Question</li> <li>•(One Time Password)OTP</li> <li>•Soft Token</li> </ul>
<b>Number of Question</b>	Number of security questions to be asked at level 1 authentication. This field appears only if the <b>Security Question</b> option is selected in the <b>Authentication</b> .
<b>Level 2</b>	The second one from the 2 levels of authentication set for the transaction type. The options are: <ul style="list-style-type: none"> <li>•None</li> <li>•Security Question</li> <li>•One Time Password(OTP)</li> <li>•Soft Token</li> </ul> <hr/> <p><b>Note:</b> The 1st and 2nd level of authentication are not the same viz., Security Question cannot be set-up as both Level 1 &amp; Level 2 Approval.</p> <hr/>
<b>Number of Question</b>	Number of security questions to be asked at level 2 authentication. This field appears only if the <b>Security Question</b> option is selected in the <b>Authentication</b> .

4. In **Transactions** section, in **Level 1** of authentication select the appropriate option.
  - a. If user selects Security Question option: In the Number of questions field enter the maximum number of security questions to be asked.
5. In **Transactions** section, in **Level 2** of authentication select the appropriate option.
  - a. If user selects **Security Question** option: In the Number of questions field enter the maximum number of security questions to be asked.

---

**Note:** Click **Apply to all** to apply the same kind of level 1 & level 2 authentications for all transaction types.

---

6. Click **Save** to save the changes made.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.  
OR  
Click **Back** to go back tom previous screen.
7. The **Authentication Create– Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The **Authentication – Edit** screen with values in editable form appears.  
OR  
Click **Cancel** to cancel the operation and navigate back to '**Dashboard**'.  
The success message of Authentication setup appears along with the transaction reference number.  
Click **OK** to complete the transaction and navigate back to '**Dashboard**'.



## **FAQs**

**1. Can I also set the 2Factor Authentication for transaction approval?**

You don't have to set up separate 2 Factor Authentication for transaction approval. The 2 Factor Authentication set for transaction initiation will also applied for transaction approval as well.

**2. When the changes made in authentication maintenance will be applied?**

Changes made in the authentication maintenance will be effective from an immediate effect. This will be applied to new transactions initiated or approved post the changes are effective.

**3. Is it mandatory to set authentication method at both the levels?**

No, you may set 1 level authentication for specific transaction. This can be achieved by selecting specific authentication method at level 1 and by specifying 'None' option at level 2.

**4. Can I set 'No additional authentication required' for specific transaction?**

Yes, this can be achieved by selecting 'None' option at level1 and level 2. No additional authentication is required for transaction initiation and approval if both levels are set as 'None'.

**5. Where can I define which security questions to be asked to the users?**

A separate maintenance 'Manage Security Questions' is available to set the up the questions which are to be asked to the users as a part of authentication process.

[Home](#)

## 12. Manage Security Questions

Application allows the System Administrator user to set up security questions, which will then be used as another layer of security (Over & above the Login credentials), before a user (Retail/ Corporate/ Administrator) can complete transactions through the internet channel.

Through the Manage Security Questions functionality, the administrator user can create and modify security questions. He / She can add the security questions, if required.

### Features Supported In Application

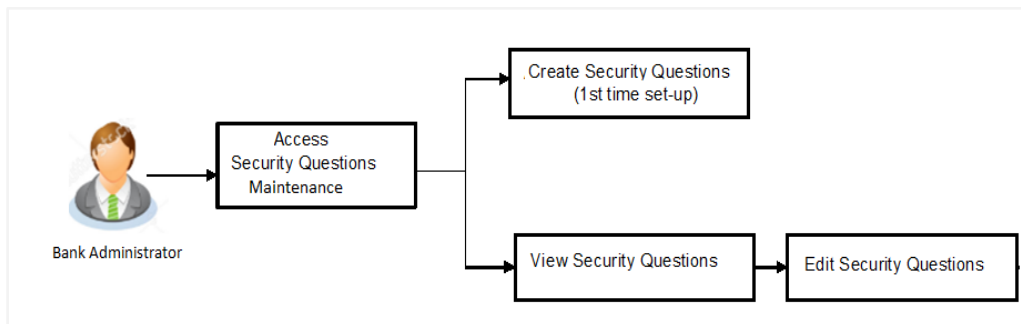
The following options are available to the administrator user as part of this maintenance:

- View Security Questions
- Edit Security Questions (Add new)
- Create Security Questions

### Pre-requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.

### Workflow



### How to reach here:

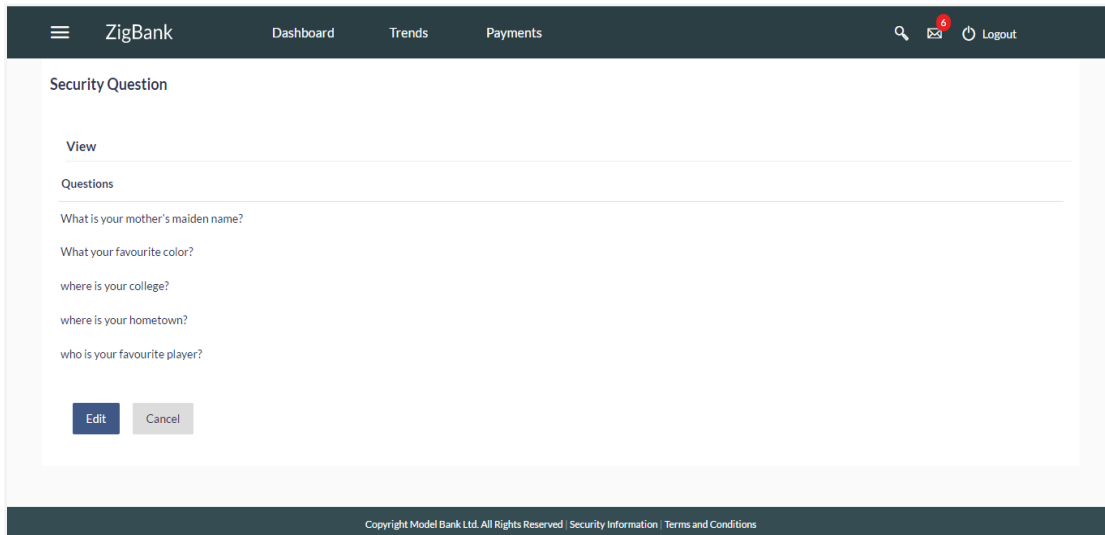
*Administration Dashboard > Security> Manage Security Questions*

## 12.1 View Security Questions

On accessing 'Manage Security Questions' option, system displays the existing security questions already maintained if any.

**To view the existing security questions maintenance:**

### Manage Security Questions- View



### Field Description

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

<b>View</b>	
-------------	--

<b>Questions</b>	
------------------	--

This section displays the security question set.

<b>Questions</b>	The list of security questions set for users, as an added layer of security.
------------------	--

---

**Note:** If the first-time maintenance is not already done, a message will be displayed "Security Questions has not been set up yet". With a button alongside – 'Set up now'

---

1. Click **Cancel** to cancel the transaction.  
OR  
Click **Edit** to update the set of security questions. An editable screen appears.

## 12.2 Manage Security Questions - Edit

System Administrator can modify existing maintenance for security questions. Administrator is allowed to add security questions but cannot delete the existing questions.

### To edit the security questions set:

1. Click **View** to view the security questions already set. The **Manage Security Questions - View** screen appears.
2. Click **Edit**. The **Manage Security Questions – Edit** screen with values in editable form screen appears.

### Manage Security Questions - Edit

### Field Description

#### Field Name

#### Description


#### Edit

#### Questions

This section displays the security questions.

#### Questions

The list of security questions.

3. Click  adjacent to question to delete the particular question.  
OR  
Click **Add More** to add more security questions.

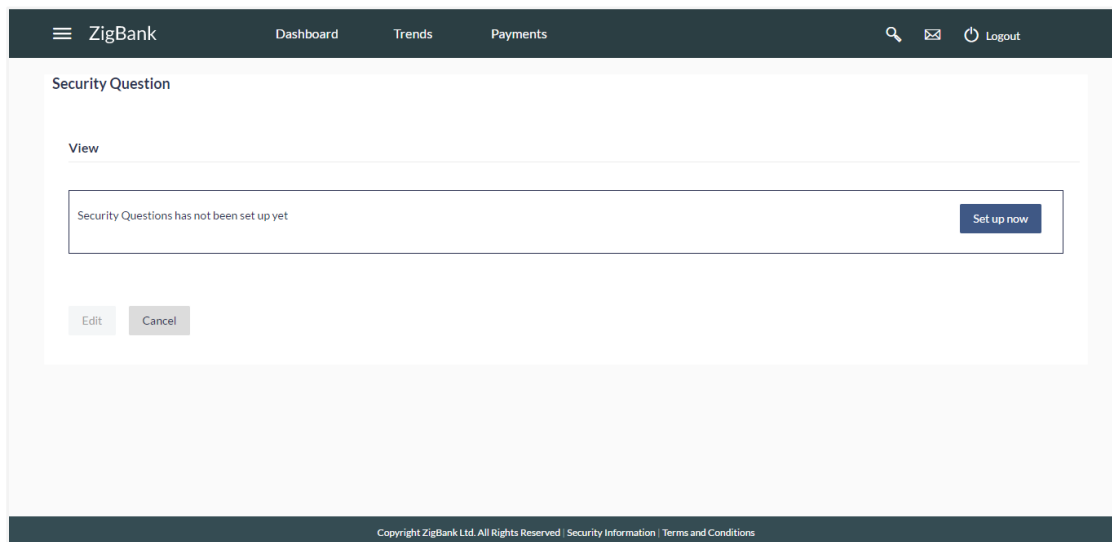
- a. Type the new question to be added in the set.
4. Click **Save** to save the changes made.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.  
OR  
Click **Back** to go back to previous screen.
5. The **Manage Security Questions – Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The **Manage Security Questions – Edit** screen with values in editable form screen appears.  
OR  
Click **Back** to go back to previous screen.  
The success message of security question setup appears along with the transaction reference number.  
Click **OK** to complete the transaction and navigate back to '**Dashboard**'.

## 12.3 Manage Security Questions - Create

As a part of first-time maintenance of Security Questions, the System Administrator can set-up security questions.

**To set security questions:**

### Manage Security Question Setup



**Note:** Since the security question maintenance is not available, message will be displayed "Security Questions have not been set up yet". Alongside a button – “Set up now”

1. Click **Set up now** to set-up security questions. The **Manage Security Questions - Create** screen appears.


## Manage Security Questions - Create

The screenshot displays the 'Manage Security Questions - Create' page in the ZigBank application. At the top, there is a navigation bar with 'ZigBank', 'Dashboard', 'Trends', and 'Payments' menus, along with search, mail, and 'Logout' icons. The main content area is titled 'Security Question' and contains a 'Create' button. Below this, there is a section labeled 'Questions' with two example questions: 'What is your mother's maiden name?' and 'Where is your hometown?'. Each question has a trash icon to its right. An 'Add More' button is located below the questions. At the bottom of the form, there are three buttons: 'Save', 'Cancel', and 'Back'. A footer at the very bottom contains the text: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Create</b>	
<b>Questions</b>	
<b>Questions</b>	The list of security questions

2. Type the security question to be added.

**Note:** Click  adjacent to question to delete the particular question.

3. Click **Add More** to add more security questions.
  - a. Type the new question to be added in the set.
4. Click **Save** to save the changes made.  
OR  
Click **Cancel** to cancel the operation and navigate back to '**Dashboard**'.  
OR  
Click **Back** to go back tom previous screen.
5. The **Manage Security Questions – Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The **Manage Security Questions – Edit** screen with values in editable form screen appears.  
OR  
Click **Cancel** to cancel the operation and navigate back to '**Dashboard**'.  
The success message of security question setup appears along with the transaction reference number.  
Click **OK** to complete the transaction and navigate back to '**Dashboard**'.

## **FAQs**

1. **Can I delete the existing security questions?**

No, you can add more questions, but cannot delete the existing questions.

1. **How many questions will be asked to the user as layer of security?**

Number of questions to be asked shall be defined while defining 'Authentication' pattern using 'Authentication' maintenance.

[Home](#)

## 13. Party Preferences

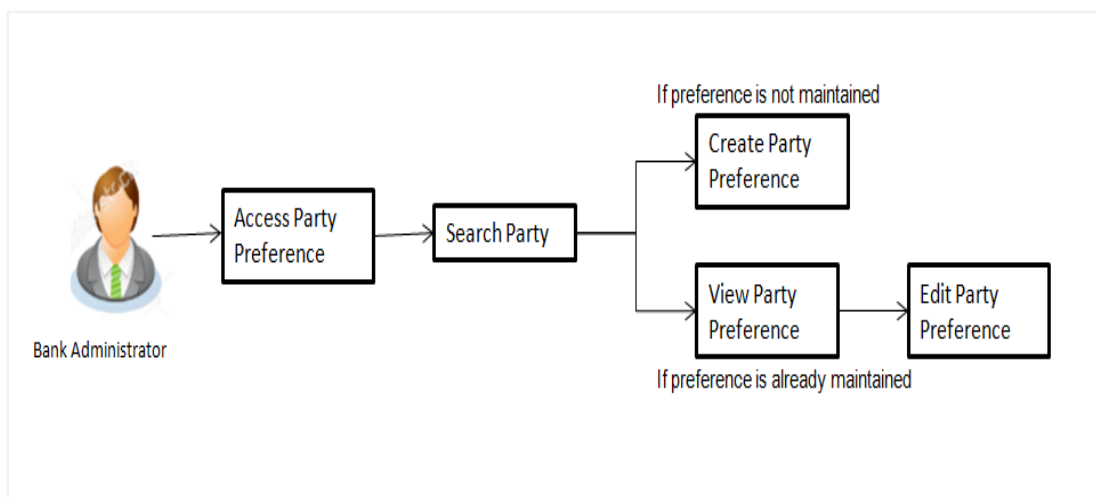
Party Preferences maintenance enables the Bank administrator to define certain parameter values as per the corporate requirements. This maintenance is done only for corporate type of parties and is not applicable for retail type of parties. Parameter values maintained against a corporate party defines the system behavior for the following:

- Cumulative daily limits per transaction for the corporate party
- Transaction limits for the users
- Type of Approval flow applicable
- Channel access preferences
- Availability of Corporate Administrator facility

### Pre-Requisites

- Transaction access is provided to Bank Administrator.
- Approval rule set up for Bank administrator to perform the actions.
- Party for which preference needs to be set up is created in Core Banking system

### Workflow



### Features Supported In Application

Party Preference maintenance available for bank administrator in the application includes:

- Create Party Preferences
- View Party Preferences
- Edit Party Preferences

#### How to reach here:

*Administration Dashboard > OnBoarding > Party Preferences*

OR

*Administration Maker Dashboard > Quick Links > Party Preferences*

### 13.1 Party Preferences- Search

Bank Administrator logs into the system and navigates to the Party Preferences screen.



System displays a screen to enter the party information (party ID or party name) and search party for which the preferences are to be maintained/viewed.

User can enter the party ID (if known) or the party name with a minimum of 5 characters. System matches the input provided by the user with the party name records and displays the matching party records.

In case of a party search by party ID, it is an exact match and system displays the party preference maintained if any, else displays an option to create party preference.

#### To search party preferences of party:

1. In the **Party ID** field, enter the party ID of the Corporate User whose party preferences you want to view.  
OR  
In the **Party Name** field, enter the name of the party whose party preferences you want to view.
2. Click **Search**.  
If party preference is already maintained, user is directed to **Party Preference – View** screen.  
If party preference is not maintained, user is directed to **Party Preference – Create** screen.  
In case of invalid party, error message is shown on the screen.  
OR  
Click **Clear** to reset the details.  
OR  
Click **Cancel** to cancel the transaction and navigate the user back to **Dashboard**.

#### Party Preferences- Search(Party Id)

The screenshot shows the ZigBank Party Preferences search interface. At the top, there is a navigation bar with the ZigBank logo and a search icon. The main content area is titled "Party Preferences" and contains a search form. The form has two input fields: "Party ID" and "Party Name". The "Party Name" field contains the text "raj". Below the form are three buttons: "Search", "Cancel", and "Clear". Below the form is a table displaying search results. The table has two columns: "Party ID" and "Party Name". The results are as follows:

Party ID	Party Name
000017	rajani joshi
000018	rajani joshi
000019	rajani joshi
000021	rajnijosh
000614	NATRAJ INDUSTRIES
000572	RAJ KUMAR
000675	NATRAJ INDUSTRIES

At the bottom of the page, there is a footer with the text: "Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions".

In case of a party search by name, system displays the matching party records. The records have parties listed with both Party ID and Party Name information. User can select the record by clicking on the Party ID from the list.

## Party Preferences- Search(Party Name)

Party ID

Party Name

a

Search Cancel Clear

Party ID	Party Name
000006	FAISAL_SCV1
000012	ISLAMIC
000090	OATS_CORP_AT2
000091	OATS_AT1_BANK1
000093	KALA
000104	AT1_WALKIN
000165	COUNTER_PARTY
000186	priyanak
000017	rajani joshi
000199	OATS_AT1_BANK_GBP
000073	000_TRADE BANK1
000075	OATS_BROKER_CUST
000077	OATS_AT4_CORP2
000095	KALA
000007	FAISALCORP
000096	KAL
000357	kumar1
000071	000_TRADE CUS
000232	OATS_AT4_IND1
000013	karunakar
000489	TATA
000018	rajini joshi
000019	rajini joshi
000020	VINAY OSDC

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## Party Preferences- Search(Party Name)

Party ID

Party Name a

Search Cancel Clear

Party ID	Party Name
000006	FAISAL_SCV1
000012	ISLAMIC
000090	OATS_CORP_AT2
000091	OATS_AT1_BANK1
000093	KALA
000104	AT1_WALKIN
000165	COUNTER_PARTY
000186	priyanak
000017	rajani joshi
000199	OATS_AT1_BANK_GBP
000073	000_TRADE BANK1
000075	OATS_BROKER_CUST
000077	OATS_AT4_CORP2
000095	KALA
000007	FAISALCORP
000096	KAL
000357	kumar1
000071	000_TRADE CUS
000232	OATS_AT4_IND1
000013	karunakar
000489	TATA
000018	rajini joshi
000019	rajini joshi
000020	VINAY OSDC

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### Field Description

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

#### Search

**Party Id** Party ID for which the party preference to be maintained/ viewed.

**Party Name** Party Name of a party for which the party preference to be maintained/ viewed.

- Click **Edit** to edit the party preferences.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to previous screen.

## 13.2 Party Preferences - Create

Using this option, Bank Administrator can configure party preferences for a specific party.

**To create the party preferences:**

1. In the **Party ID** field, enter the party Id of the corporate user whose party preferences you want to view.  
Party ID entered by the user gets validated from the core banking application. After the Core Banking Application validation is successful, a check is performed in application to verify if preferences are already maintained for a party.  
If the preferences are already maintained then user is directed to **Party Preference – View** screen.
2. Click **Search**.  
The party preference maintained for the party id appears based on the entered search parameters.  
OR  
Click **Clear** to reset the details.  
OR  
Click **Cancel** to cancel the transaction and navigate the user back to **Dashboard**.

**Party Preferences**
**Field Description**

Field Name	Description
<b>Search</b>	
<b>Party ID</b>	Party ID for which the party preference to be maintained/ viewed.
<b>Party Name</b>	Party Name of a party for which the party preference to be maintained/ viewed.

3. Click **Create** to create party preference.  
The **Create** screen appears.  
OR  
Click **Back** to navigate to previous screen.

OR  
Click **Cancel** to cancel the transaction.

## Party Preferences Maintenance - Create

The screenshot shows the 'Party Preferences Maintenance - Create' form in the ZigBank system. The form is titled 'Party Preferences' and is divided into two main sections: 'Create' and 'Details'.  
**Create Section:**  
 - Party ID: 001063  
 - Party Name: The Red Cow Diaries  
**Details Section:**  
 - Cumulative Daily Limits: dipret173pkg (dropdown menu)  
 - User Limits: dipret173pkg (dropdown menu)  
 - Grace Period: 12 Days (input field), Maximum Allowed 30  
 - Approval Flow: Sequential (selected), Parallel, No Approval (radio buttons)  
 - Channel Access: Enable (selected), Disable (radio buttons)  
 - Corporate Administrator Facility: Enable (selected), Disable (radio buttons)  
 - Accessible Roles: AdminMaker (input field with a close button 'X')  
 At the bottom of the form are three buttons: Save, Cancel, and Back. The top navigation bar includes the ZigBank logo, a search icon, a notification icon with '106', and a Logout button. The footer contains copyright information: Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions.

### Field Description

Field Name	Description
<b>Create</b>	
<b>Party ID</b>	Party ID for which the party preference to be maintained.
<b>Party Name</b>	Party Name of a party for which the party preference to be maintained.
<b>Details</b>	
<b>Cumulative Daily Limit</b>	Name of the limit package defined. It allows bank administrator to map cumulative level limits to the party. All the limit packages maintained for corporate type of users are listed.
<b>User Limit</b>	Name of the limit package. It allows mapping user level limits to the party. All the limit packages maintained for corporate type of users are listed.

Field Name	Description
<b>Grace Period</b>	<p>Provision of certain period of time is made to allow user to approve the transaction after the actual due date.</p> <hr/> <p>Note: The tooltip with information will appear on dashboard in the <b>Pending for Approvals</b> section only when the user hovers on grace period.</p> <hr/>
<b>Approval Flow</b>	<p>The approval type for the party.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>•Sequential</li> <li>•Parallel</li> <li>•No Approval</li> </ul>
<b>Channel Access</b>	<p>Whether corporate user can start transacting through the channel.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>•Enable : Allows bank administrator to enable the party for application channel access</li> <li>•Disable: Allows bank administrator to disable the party for application channel access</li> </ul>
<b>Corporate Administrator Facility</b>	<p>This is to enable a corporate to have their corporate administrator facility. Only if this facility is enabled, a corporate administrator type of user can be created under a party.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>•Enable</li> <li>•Disable</li> </ul>

Field Name	Description
<b>Accessible roles</b>	<p>Field lists the type of roles that will be available to the corporate administrator while on-boarding a user for the corporate party.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>•Corporate Admin Maker – If this is selected, corporate administrator will be able to onboard a user in corporate admin maker role.</li> <li>•Corporate Admin Checker – If this is selected, corporate administrator will be able to onboard a user in corporate admin checker role.</li> <li>•Maker – If this is selected, corporate administrator will be able to onboard a user in corporate maker role.</li> <li>•Checker – If this is selected, corporate administrator will be able to onboard a user in corporate maker role.</li> <li>•Viewer – If this is selected, corporate administrator will be able to onboard a user in corporate viewer role. Corporate Admin Checker – If this is selected, corporate administrator will be able to onboard a user in corporate admin checker role</li> </ul>

4. From the **Cumulative Daily Limits** list, select the appropriate option.
5. From the **User Limit** list, select the appropriate option.
6. From the **Approval Flow** list, select the appropriate option.
7. From the **Channel Access** list, select the appropriate option.
8. From the **Enable for Corporate Administrator** list, select the appropriate option.
9. Click **Save** to save party preferences.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to previous screen.
10. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any. User is directed to the **Party Preference - Create** screen with values in editable form.  
OR  
Click **Cancel** to cancel the transaction.
11. The success message of party preference creation appears.  
Click **OK** to complete the transaction.

### 13.3 Party Preferences- View

User is directed to Party Preference – View screen if preference for the party is already maintained. Preferences set for the party will be displayed on the screen.

**To view party preferences of party:**

1. In the **Party Id** field, enter the party Id of the corporate user whose party preferences you want to view.  
OR  
In the **Party Name** field, enter the name of the party whose party preferences you want to view.
2. Click **Search**.  
The party preference maintained for the party id appears based on the entered search parameters.  
OR  
Click **Clear** to reset the details.  
OR  
Click **Cancel** to cancel the transaction and navigate the user back to **Dashboard**.

### Party Preferences- View

The screenshot displays the 'Party Preferences' view in the ZigBank interface. The header includes the ZigBank logo and navigation icons. The main content area is titled 'Party Preferences' and contains a 'View' section with the following details:

- Party ID:** 001063
- Party Name:** The Red Cow Diaries

The 'Details' section includes the following settings:

- Cumulative Daily Limits:** No Limit Group Selected
- User Limits:** No Limit Group Selected
- Grace Period:** 3 Days
- Approval Flow:** Sequential (selected), Parallel, No Approval
- Channel Access:** Enable (selected), Disable
- Corporate Administrator Facility:** Enable, Disable (selected)

At the bottom of the form, there are three buttons: 'Edit', 'Cancel', and 'Back'. The footer contains copyright information for Oracle and ZigBank Ltd.

### Field Description

Field Name	Description
<b>View</b>	
<b>Party ID</b>	Party ID for which the party preference to be viewed.
<b>Party Name</b>	Party Name of a party for which the party preference to be viewed.



Field Name	Description
<b>Details</b>	
<b>Cumulative Daily Limit</b>	Name of the cumulative transaction limit package mapped to a party.
<b>User Limit</b>	Name of the transaction limit package mapped to a party applicable for each party user.
<b>Grace Period</b>	Provision of certain period of time is made to allow user to approve the transaction after the actual due date.  <hr/> <b>Note:</b> The tooltip with information will appear on dashboard in the <b>Pending for Approvals</b> section only when the user hovers on grace period. <hr/>
<b>Approval Flow</b>	The approval type for the party. The options are: <ul style="list-style-type: none"> <li>•Sequential</li> <li>•Parallel</li> <li>•No Approval</li> </ul>
<b>Channel Access</b>	Whether corporate user can start transacting through channel banking. The options are: <ul style="list-style-type: none"> <li>•Enable : Allows bank administrator to enable the party for application channel access</li> <li>•Disable: Allows bank administrator to disable the party for application channel access</li> </ul>
<b>Corporate Administrator Facility</b>	Whether the corporate has corporate administrator rights and can one of the user perform the administrator functionalities on behalf of Party. Only if this facility is enabled, a corporate administrator type of user can be created under a party.  The options are: <ul style="list-style-type: none"> <li>•Enable</li> <li>•Disable</li> </ul>

Field Name	Description
<b>Accessible roles</b>	<p>Field lists the type of roles that will be available to the corporate administrator while on-boarding a user for the corporate party.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>•Corporate Admin Maker – If this is selected, corporate administrator will be able to onboard a user in corporate admin maker role.</li> <li>•Corporate Admin Checker – If this is selected, corporate administrator will be able to onboard a user in corporate admin checker role.</li> <li>•Maker – If this is selected, corporate administrator will be able to onboard a user in corporate maker role.</li> <li>•Checker – If this is selected, corporate administrator will be able to onboard a user in corporate maker role.</li> <li>•Viewer – If this is selected, corporate administrator will be able to onboard a user in corporate viewer role. Corporate Admin Checker – If this is selected, corporate administrator will be able to onboard a user in corporate admin checker role</li> </ul>

3. Click **Edit** to edit the party preferences.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to previous screen.

## 13.4 Party Preferences - Edit

Administrator can edit the party preferences maintained for a party.

### To edit the customer preferences:

1. In the **Party Id** field, enter the party Id of the corporate user whose party preferences you want to view.  
OR  
In the **Party Name** field, enter the name of the party whose party preferences you want to view.
2. Click **Search**.  
The party preference maintained for the party id appears based on the entered search parameters.  
OR  
Click **Clear** to reset the details.  
OR  
Click **Cancel** to cancel the transaction and navigate the user back to **Dashboard**.
3. Click **Edit** to edit the party preferences.  
The **Details** screen appears along with the party ID.

## Party Preferences Maintenance - Modify

**Party Preferences**

**Edit**

Party ID: 001063  
 Party Name: The Red Cow Diaries

**Details**

Cumulative Daily Limits: LimitPkgdemo\_obpbu  
 User Limits: LimitPkgdemo\_obpbu  
 Grace Period: 5 Days  
Maximum Allowed 30

Approval Flow:

Channel Access:

Corporate Administrator Facility:

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### Field Description

Field Name	Description
<b>Edit</b>	
<b>Party ID</b>	Party ID for which the party preference to be edited will be displayed.
<b>Party Name</b>	Party Name of a party for which the party preference to be edited will be displayed.
<b>Details</b>	
<b>Cumulative Daily Limit</b>	Name of the cumulative transaction limit package mapped to a party.
<b>User Limit</b>	Name of the transaction limit package mapped to a party applicable for each party user.

Field Name	Description
<b>Grace Period</b>	<p>Provision of certain period of time is made to allow user to approve the transaction after the actual due date.</p> <hr/> <p>Note: The tooltip with information will appear on dashboard in the <b>Pending for Approvals</b> section only when the user hovers on grace period.</p> <hr/>
<b>Approval Flow</b>	<p>The approval type for the party.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>•Sequential</li> <li>•Parallel</li> <li>•No Approval</li> </ul>
<b>Channel Access</b>	<p>Whether corporate user can start transacting through internet and mobile banking.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>•Enable : Allows bank administrator to enable the party for application channel access</li> <li>•Disable: Allows bank administrator to disable the party for application channel access</li> </ul>
<b>Corporate Administrator Facility</b>	<p>This is to enable a corporate to have their corporate administrator facility. Only if this facility is enabled, a corporate administrator type of user can be created under a party in editable form.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>•Enable</li> <li>•Disable</li> </ul>

Field Name	Description
<b>Accessible roles</b>	<p>Field lists the type of roles that are available to the corporate administrator while on-boarding a user for the corporate party.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Corporate Admin Maker – If this is selected, corporate administrator will be able to onboard a user in corporate admin maker role.</li> <li>• Corporate Admin Checker – If this is selected, corporate administrator will be able to onboard a user in corporate admin checker role.</li> <li>• Maker – If this is selected, corporate administrator will be able to onboard a user in corporate maker role.</li> <li>• Checker – If this is selected, corporate administrator will be able to onboard a user in corporate maker role.</li> <li>• Viewer – If this is selected, corporate administrator will be able to onboard a user in corporate viewer role.</li> </ul>

4. From the **Cumulative Daily Limits** list, select the appropriate option.
5. From the **User Limit** list, select the appropriate option.
6. From the **Approval Flow** list, select the appropriate option.
7. From the **Channel Access** list, select the appropriate option.
8. From the **Enable for Corporate Administrator** list, select the appropriate option.
9. Click **Save** to save Party Preference. User is directed to the **Party Preference - review** page post necessary validations.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to **Dashboard**.
10. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
OR  
Click **Cancel** to cancel the transaction and navigate back to **Dashboard**.
11. The success message of updation appears.  
Click **OK** to complete the transaction.

## FAQs

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### 1. What is sequential type of approval flow?

Under Sequential approval flow, the approval can be done only in the sequence as mentioned in approval workflow. So, at the 1st level of approval, users/user groups who are assigned to authorize only can view and approve the transaction. After the transaction is approved by level 1 user, the users/user groups having rights for 2nd level of approval will be able to view and

authorize the transaction. The transaction is marked as approved only after the user at the last level approves/authorizes it.

**2. What is Parallel type of approval flow?**

It is “Non-Sequential” type of approval flow which doesn’t follow any specific sequence. Any user (who is part of the approval flow) from any approval level can pick up the transaction/maintenance and approve it. The transaction/maintenance is marked as approved if one user from each approval level (as configured) has approved/authorized the transaction.

**3. What is cumulative daily limit package?**

This limit package acts as a cumulative limit for all users of a corporate party and is utilized as and when any user authorizes the transaction as a final approver. The daily limit per transaction and number of transactions allowed limit is checked and updated against the cumulative limit set. It is mandatory to assign a cumulative daily limit package to each party preference created.

**4. What is User limit package?**

This limit package is applicable for all users of the party (Users to whom this party ID is mapped as primary Party ID). This package will be overridden by User level limits package, if defined, at User Maintenance.

**5. Can administrator delete Party Preference?**

No, party preference cannot be deleted but can be disabled.

**6. If I change the approval type from sequential to parallel or vice versa, what happens to the in flight transactions/maintenances?**

Edited approval type is applicable for new transactions initiated post modification. Previously initiated transactions (in flight transactions/maintenances) which are pending approval will follow an approval type which was applied at the time of transaction initiation.

**7. If I edit the ‘Allowed Roles field’ and remove one of the options supported earlier, what impact will it have to the existing users on-boarded on that role?**

Yes, bank administrator can edit and remove the roles mapped as ‘Allowed Roles’. After this change, removed role will not be available to corporate administrator while creating new user and editing existing user. Old users whom the role is already mapped will continue to get the privileges.

**8. Can I edit the limit packages? How does it impact the transactions?**

Yes, new limit package can be mapped for party. Limits get applied from an immediate effect if the effective date is less than or equal to current date. And if the effective date is future date, the limit package will be applied from the date available in the package.

[Home](#)

## 14. User Management

User Management function enables System/Bank Administrator to onboard and manage users and their login credentials for channel banking access. This module facilitates channel banking access to the bank's internal users (administrators) and external users (customers).

In a multi entity scenario, this function enables system/bank administrator to provide access to multiple entities to users.

Internal Users:

- System Administrator
- Bank Administrator

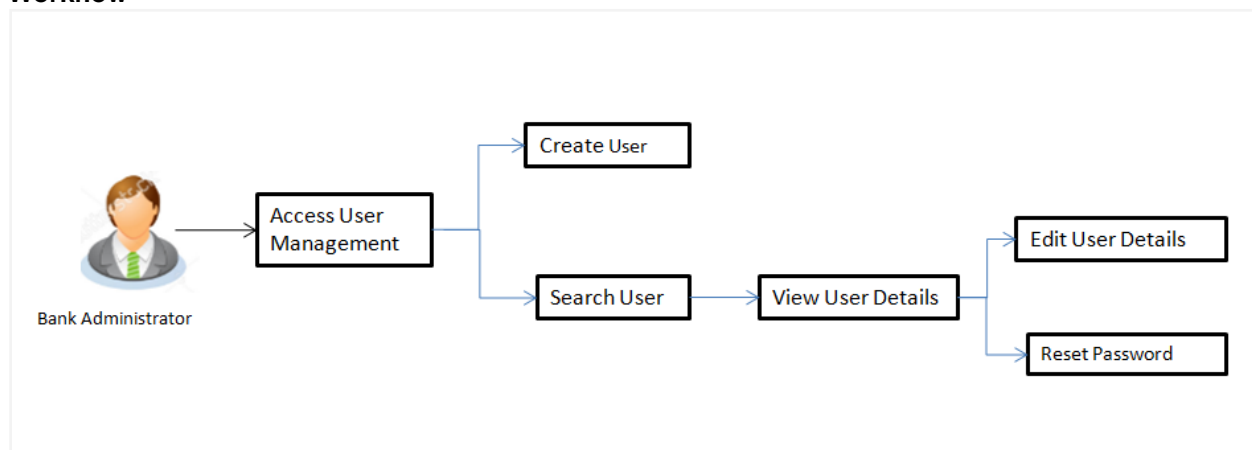
External Users:

- Retail User
- Corporate User
- Corporate Administrator

**Pre-Requisites**

- Application roles and child roles are maintained
- Transactions are associated with each child role
- Transaction (User Management) access is provided to Bank Administrator.
- Approval rule set up for Bank administrator to perform the actions.
- Party Preference is maintained for corporate user

**Workflow**



**Features Supported In Application**

The User Management module allows the system/bank administrator to

- Create User
- View User
- Edit User

- Reset Password

### How to reach here:

Administration Dashboard > Toggle menu > Onboarding > User Management

OR

Administration Maker Dashboard > Quick Links > User Management

### User Management - Create

System/Bank Administrator logs into the system and navigates to the User Management screen. This function allows the administrator to create internal and external users.

---

Note: In case of multi entity implementation, if the system/bank administrator has access to multiple entities, then the administrator can select the entity from the entity switcher in which the user needs to be on boarded. The selected entity of the user as part of onboarding will be the default/home entity of the user being created.

---

### To create a new user:

1. In the **User Management** screen, click **Create**. The **User Management - Create New User** screen appears.
  2. From the **User Type** list, select the appropriate type for the user being created.
    - If the user type selected is **Retail and Corporate** user, Party ID and Party Name fields are displayed.
    - If the user type is selected as **Administrator**, the **Personal Information**, **Contact Details**, **Accessible Entity Details** and **Roles** section is displayed.
- OR
- Click **Back** to navigate to previous screen.
- OR
- Click **Cancel** to cancel the transaction.

### Create User - Select User Type

The screenshot displays the 'Create New User' interface within the 'User Management' section of the ZigBank application. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification icon showing '11', and a 'Logout' button. Below the navigation bar, the page title is 'User Management'. The main content area is titled 'Create New User' and features a 'User Type' dropdown menu with the placeholder text 'Please Select' and a downward arrow. At the bottom of the form, there are two buttons: 'Cancel' and 'Back'. The footer of the page contains the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.



## Field Description

Field Name	Description
<b>User Type</b>	User type for which the new user is to be created. The user can be: <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Retails User</li> <li>• Administrator</li> </ul>

## Create User – Map Party ID

If the user type to be created is selected as Retail or Corporate User, system displays a screen to enter the party information (party ID or party name) and search party. User can enter the party ID (if known) or the party name with a minimum of 5 characters. The matching results are shown on the screen.

In case of a party search by party ID, it is an exact match and Party ID entered by the user gets validated from the core banking application. After the core banking application validation is successful, party name gets displayed on the screen.

The screenshot displays the 'Create New User' form within the ZigBank User Management interface. The form is titled 'Create New User' and features a dropdown menu for 'User Type' currently set to 'Corporate User'. Below this are two input fields: 'Party ID' and 'Party Name'. At the bottom of the form are three buttons: 'Search' (highlighted in green), 'Cancel', and 'Clear'. The interface includes a top navigation bar with the ZigBank logo, a search icon, a notification icon with '114', and a 'Logout' button. The current entity is identified as '1\_UBS 12.4 AT3 Branch'.

In case of a party search by name, system displays the matching party records. The records have parties listed with both Party ID and Party Name information. User can select the record by clicking on the Party ID from the list.

The screenshot shows the 'User Management' section of the ZigBank interface. It features a 'Create New User' form with the following fields:

- User Type:** A dropdown menu currently set to 'Corporate User'.
- Party ID:** An empty text input field.
- Party Name:** A text input field containing the word 'industries'.

Below the form are three buttons: 'Search' (highlighted in green), 'Cancel', and 'Clear'. Below the buttons is a table of search results:

Party ID	Party Name
001195	CAMLIN INDUSTRIES
001150	Melrose Industries PLC
001190	NATRAJ INDUSTRIES
001196	LOGITECH INDUSTRIES
001197	ASUS INDUSTRIES

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## Field Description

Field Name	Description
<b>Search</b>	
<b>Party ID</b>	Enter Party ID to search the party for mapping it to the user.
<b>Party Name</b>	Enter Party Name to search the party for mapping it to the user.

3. Select the party ID, an option to create a user appears.  
OR  
Click **Search**. The mapped details for the party id appear based on the entered search.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Clear** to reset the search criteria.
4. In the **User Management – Create New User** screen,
  - b. If you select **Retail User** or **Corporate User** option:
    - i. From the **User Type** list, select the appropriate option.
    - ii. In the **Party ID** field, enter the party id.

The screenshot displays the 'User Management' section of the ZigBank application. At the top, there is a dark blue header with the ZigBank logo, a search icon, a notification icon with '14', and a 'Logout' button. Below the header, the 'User Management' title is followed by a 'Create New User' form. The form contains three fields: 'User Type' with a dropdown menu set to 'Corporate User', 'Party ID' with the value '001190', and 'Party Name' with the value 'NATRAJ INDUSTRIES'. At the bottom of the form, there are three buttons: 'Create' (highlighted in green), 'Cancel', and 'Back'. A footer at the bottom of the page contains the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

- iii. Click **Create**.  
The **Personal Information, Contact Details, Limit & Roles** and **Accessible Entity Details** section appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to go back to previous screen.

## User Management - Create New User

Current Entity: Default Business Unit

ESB
Logout

### Create New User

User Type: Corporate User

Party ID: 001190

Party Name: NATRAJ INDUSTRIES

#### Personal Information

User Name: johncorp1 ✓ Available

Title: Mr

First Name: John

Middle Name: A

Last Name: Smith

Date of Birth: 27 Nov 1990

#### Contact Details

Email ID: john@ofsa.com

Contact Number (Mobile): 6720902123

Contact Number (Landline):

Address Line 1: A21

Address Line 2:

Address Line 3: ABB Towers

Address Line 4:

Country: AUSTRALIA

City: Sydney

Zip Code: 444001

#### Limit & Roles

Limit: dipret173pkg

Roles:

- Checker
- CorporateAdminChecker
- CorporateAdminMaker
- Maker
- Viewer

#### Accessible Entity Details

Entity Name: Business Unit 1

Party ID: 000016

Party Name: Century Fox

Limit: OBDX\_BU1\_Dip\_retail

Roles:

- Checker
- CorporateAdminChecker
- CorporateAdminMaker
- Maker
- Viewer

Add Accessible Entity

Save
Cancel
Back

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- iv. In the **User Name** field, enter the required details. Click **Check Availability** to check the uniqueness of the user ID. If the user ID is already used.
  - v. In the **Personal Information** section, enter the required details.
  - vi. In the **Contact Details** section, enter the required details.
  - vii. In the **Limits & Roles** section, select the limit to be mapped from the **Limit** list.
  - viii. Select the roles to be mapped from the **Roles** check box.
  - ix. Add the **Accessible** entities for the User and select the party and limits for that entity (applicable only if Bank has Multi Entity setup)
- c. If you select **Administrator** option:
- i. In the **Organization** field, enter the organization of the employee.
  - ii. In the **Manager** field, enter the name of the manager of the employee being created.
  - iii. In the **Employee Number** field, enter the six digit employee number of the user.
  - iv. In the **Personal Information** section, enter the required details.
  - v. In the **Contact Details** section, enter the required details.
  - vi. Add the **Accessible** entities for the User (applicable only if Bank has Multi Entity setup)

## Field Description

Field Name	Description
<b>Create</b>	
<b>User Type</b>	Type of user. The user can be: <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Retail User</li> <li>• Administrator</li> </ul>
<b>Party ID</b>	Party ID for which the user is to be created is displayed. This field appears if you select <b>Retail or Corporate User</b> option from <b>User Type</b> list.
<b>Party Name</b>	Party Name of the party ID for which the user is to be created is displayed. This field appears if you select <b>Retail or Corporate User</b> option from <b>User Type</b> list.
<b>Organization</b>	Organization that the user belongs to. This field appears if you select <b>Administrator</b> option from <b>User Type</b> list.

Field Name	Description
<b>Manager</b>	<p>Manager of the user.</p> <p>This field appears if you select <b>Administrator</b> option from <b>User Type</b> list.</p>
<b>Employee Number</b>	<p>Employee number of the user.</p> <p>This field appears if you select <b>Administrator</b> option from <b>User Type</b> list.</p>
<b>Personal Information</b>	
<b>User Name</b>	Name of the user (login ID) which is to be created.
<b>Title</b>	<p>Title of the user.</p> <p>If User type is Retail, value is fetched from the core banking application and defaulted.</p> <p>For the user type corporate user and administrator are:</p> <ul style="list-style-type: none"> <li>• Mr</li> <li>• Mrs</li> <li>• Miss</li> <li>• Ms</li> <li>• Dr</li> <li>• Master</li> </ul>
<b>First Name</b>	<p>First name of the user.</p> <p>If user type is <b>Retail</b>, value is fetched from the core banking application and defaulted.</p>
<b>Middle Name</b>	<p>Middle name of the user.</p> <p>If user type is <b>Retail</b>, value is fetched from the core banking application and defaulted.</p>
<b>Last Name</b>	<p>Last name/ surname of the user.</p> <p>If user type is <b>Retail</b>, value is fetched from the core banking application and defaulted.</p>
<b>Date of Birth</b>	<p>Date of birth of the user.</p> <p>If user type is <b>Retail</b>, value is fetched from the core banking application and defaulted.</p>
<b>Contact Details</b>	

Field Name	Description
<b>Email ID</b>	Email id of the user. If user type is <b>Retail</b> , value is fetched from the core banking application and defaulted.
<b>Contact Number (Mobile)</b>	Mobile number of the user. If user type is <b>Retail</b> , value is fetched from the core banking application and defaulted.
<b>Contact Number (Land Line)</b>	Phone number (land line) number of the user.
<b>Address Line 1-4</b>	Address of the user. If user type is <b>Retail</b> , value is fetched from the core banking application and defaulted.
<b>Country</b>	Country of the user. If user type is <b>Retail</b> , value is fetched from the core banking application and defaulted.
<b>City</b>	City in which the user resides. If user type is <b>Retail</b> , value is fetched from the core banking application and defaulted.
<b>Zip Code</b>	The postal code of the city in which the user resided. If user type is <b>Retail</b> , value is fetched from the core banking application and defaulted.
<b>Limits &amp; Roles</b>	
<b>Limit</b>	To map transaction limit package to the user. This field appears if you select <b>Retail or Corporate User</b> option from <b>User Type</b> list. In case of multi entity setup, limits package created for the selected entity will be available for the administrator to associate to the user
<b>Roles</b>	Child roles like maker, checker etc. maintained under respective user types are listed. Multiple child roles can be mapped to the user.
<b>Accessible Entity Details</b>	
This section will only appear if the Bank has multi entity setup.	
<b>Entity Name</b>	Select the entity name i.e. accessible entity to be attached to the new user. This is applicable only if the Bank has a multi entity setup and the system administrator/bank administrator has access to more than one entity.

Field Name	Description
<b>Party ID</b>	Enter Party ID to search the party to be associated to the user for accessible entity selected. This field is only applicable for retail and corporate type of user.
<b>Party Name</b>	Enter the party name to search the party to be associated to the user for accessible entity selected. This field is only applicable for retail and corporate type of user.
<b>Limit</b>	Select the limits package to be associated to the user for the accessible entity. This field is only applicable for retail and corporate type of user.
<b>Roles</b>	For the accessible entity selected/added, system will default the roles same as that of home entity of the user. The administrator cannot define separate roles for each of the entities

5. Click **Save** to save the user details.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
6. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
7. The success message of user creation appears along with the transaction reference number.  
Click **OK** to complete the transaction.

### User Management - Search and View

Using this option, System/bank administrators can search and view details of the existing users. Administrator selects the user type of the user to be searched.

System/bank administrators can also change the user status or the channel access permission for a user using this screen.

Default search is available with User Name, whereas user can be searched by provided other details also.

#### To search user:

1. Enter the search criteria, click **Search**.  
The search results appear on the **User Management** screen based on the search parameters.  
OR  
Click **Clear** if you want to reset the search parameters.  
OR  
Click **Cancel** if you want to cancel the transaction.



## User Management - Search

**ZigBank** Logout

**User Management** Current Entity: 1\_UBS 12.4 AT3 Branch

[Create](#)

User Type: Corporate User [More Search Options](#)

User Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Party ID: \_\_\_\_\_ [Search Party Name](#)

[Search](#) [Cancel](#) [Clear](#)

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## User Management - More Search Options

**ZigBank** Logout

**User Management** Current Entity: 1\_UBS 12.4 AT3 Branch

[Create](#)

User Type: Corporate User [More Search Options](#)

User Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Party ID: 001190 [Search Party Name](#)

[Search](#) [Cancel](#) [Clear](#)

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## Field Description

Field Name	Description
<b>User Type</b>	Type of user to be searched. The user can be: <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Administrator</li> <li>• Retail User</li> </ul>
<b>User Name</b>	To search the user with the user name. Partial search is allowed.
<b>More Search Options</b>	
Below fields appears if you click the <b>More Search Options</b> link.	
<b>First Name</b>	Allows to search based on first name or given name of the user.
<b>Last Name</b>	Allows to search based on last name/surname of the user.
<b>Email</b>	Allows to search based on email id of the user.
<b>Mobile Number</b>	Allows to search based on mobile number of the user.
<b>Party ID</b>	Allows to search based on Party id. This field appears if you select <b>Retail or Corporate User</b> option from <b>User Type</b> list.

### To view the user details:

1. In the **User Management - Search Results** section.  
The search results appear on the **User Management** screen based on the search parameters.

## User Management - Search Results

**User Management**

[Create](#)

User Type: Retail User

User Name: robertgg [More Search Options](#)

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Party ID: \_\_\_\_\_ [Search Party Name](#)

[Search](#) [Cancel](#) [Clear](#)

**Search Results**

Full Name	User Name	Email / Mobile Phone	Status	Channel Access
Robert Goddard	<a href="#">robertgg</a>	mustufagarl@oracle.com 7215367489	Unlocked	Granted

Page 1 of 1 (1 of 1 items) | [K](#) [<](#) [1](#) [>](#) [X](#)

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### Field Description

Field Name	Description
<b>Search Results</b>	
<b>Full Name</b>	First name and last name of the user.
<b>User Name</b>	User Name of the user.
<b>Email / Mobile Number</b>	Email / Mobile Number of the user.
<b>Status</b>	Status of the user. Locked or Unlocked.
<b>Channel Access</b>	Indicates whether channel access is granted or revoked to the user.

- Click the **User Name** link of the record for which you want to view the user details. The **User Management - View** screen appears.

## User Management - View

**User Management**

**View**

User Type	Retail User
Party ID	001624
Party Name	

**Personal Information**

User Name	robertgg
Title	Mr
First Name	Robert
Middle Name	Hutchings
Last Name	Goddard
Date of Birth	05 Oct 1882

**Contact Details**

Email ID	mustufa.gari@oracle.com
Contact Number (Mobile)	7215367489
Contact Number (Landline)	6364783920
Address Line 1	test
Address Line 2	test
Address Line 3	test
Address Line 4	
Country	US
City	test
Zip Code	

**Limits & Roles**

Roles	<input checked="" type="checkbox"/> Customer
-------	--

**Other Details**

Android Devices	<input type="checkbox"/>
iOS Devices	<input type="checkbox"/>

**Accessible Entity Details**

Entity Name	UBS 12.3 AT3 Branch
Party ID	000795
Party Name	000795
Roles	<input checked="" type="checkbox"/> Customer

Reset Password Edit Cancel Back

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## Field Description

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

<b>View</b>	
-------------	--

Field Name	Description
<b>User Type</b>	Type of user. The user can be: <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Retails User</li> <li>• Administrator</li> </ul>
<b>Party ID</b>	Party ID mapped to the user.
<b>Party Name</b>	Party Name of the party ID mapped to the user. This field appears if you select <b>Retail or Corporate User</b> option from <b>User Type</b> list.
<b>Organization</b>	Organization that the user belongs to. This field appears if you select <b>Administrator</b> option from <b>User Type</b> list.
<b>Manager</b>	Manager of the user. This field appears if you select <b>Administrator</b> option from <b>User Type</b> list.
<b>Employee Number</b>	Employee number of the user. This field appears if you select <b>Administrator</b> option from <b>User Type</b> list.
<b>Personal Information</b>	
<b>User Name</b>	Name of the user (login ID) of the user.
<b>Title</b>	Title of the user. The options are: <ul style="list-style-type: none"> <li>• Mr</li> <li>• Mrs</li> <li>• Miss</li> <li>• Ms</li> <li>• Dr</li> <li>• Master</li> </ul>
<b>First Name</b>	First name of the user.
<b>Middle Name</b>	Middle name of the user.
<b>Last Name</b>	Last name/ surname of the user.

Field Name	Description
<b>Date of Birth</b>	Date of birth of the user.
<b>Contact Details</b>	
<b>Email ID</b>	Email id of the user.
<b>Contact Number (Mobile)</b>	Mobile number of the user.
<b>Contact Number (Land Line)</b>	Phone number (land line) number of the user.
<b>Address Line 1-4</b>	Address of the user.
<b>Country</b>	Country of the user.
<b>City</b>	City in which the user resides.
<b>Zip Code</b>	The postal code of the city in which the user resided.
<b>Limits &amp; Roles</b>	
<b>Limit</b>	To map transaction limit package to the user. This field appears if you select <b>Retail User/ Corporate User</b> option from <b>User Type</b> list. In case of multi entity setup, if the user has access to multiple entities, the limits package displayed will be the one associated to the default/home entity of the user.
<b>Role</b>	Child roles mapped to the user. In case of multi entity setup, these roles will be for the default/home entity of the user.
<b>Others</b>	
<b>Android Devices</b>	Register or deregister the android devices. If device is deregister, the user gets logged out and his alternate login gets disabled from all the android devices on which the user has installed the application.
<b>iOS Devices</b>	Register or deregister the iOS devices. If device is deregister, the user gets logged out and his alternate login gets disabled from all the iOS devices on which the user has installed the application.
<b>Accessible Entity Details</b>	
<b>Entity Name</b>	Accessible Entity name associated to the user.

Field Name	Description
<b>Party ID</b>	Party ID associated to the user for accessible entity. This field is only applicable for retail and corporate type of users.
<b>Party Name</b>	Party name of the party associated to the user for accessible entity. This field is only applicable for retail and corporate type of user.
<b>Limits</b>	Limits package associated to the user for the accessible entity. This field is only applicable for retail and corporate.
<b>Roles</b>	For the accessible entity selected/added, system will default the roles same as that of home entity of the user. The administrator cannot define separate roles for each of the entities

- Click **Edit** to edit the user details.  
OR  
Click **Reset Password** to reset user's password. A warning message '**Do you want to reset the password?**' appears on the screen.  
If user clicks '**Yes**', a reset password confirmation screen is displayed. New password gets communicated to the user on registered email address (if the alert for the same is maintained) and the record for that user gets available in the Print password screen, from where it can be printed.  
If user clicks '**No**', the action gets cancelled.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

### User Management – Change user Status

This section allows you to lock and unlock a user.

#### To lock or unlock a user:

- Enter the search criteria, click **Search**.  
The search results appear on the **User Management** screen based on the search parameters.

## Lock / Unlock User

The screenshot shows the ZigBank User Management interface. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification icon with '114', and a Logout button. Below the navigation bar, the 'User Management' section is displayed. It includes a 'Current Entity' dropdown set to '1\_UBS 12.4 AT3 Branch' and a 'Create' button. The search criteria are: User Type: Retail User, User Name: robertgg. There are Search, Cancel, and Clear buttons. Below the search criteria, the 'Search Results' table is shown with the following data:

Full Name	User Name	Email / Mobile Phone	Status	Channel Access
Robert Goddard	robertgg	mustufa.gari@oracle.com 7215367489	Unlocked	Granted

At the bottom of the search results, there is a pagination control showing 'Page 1 of 1 (1 of 1 items)' and navigation arrows.

2. Click  in the **Status** column to lock / unlock a user. The **User Status Maintenance** screen appears.

The screenshot shows the same ZigBank User Management interface as above, but with a 'User Status Maintenance' modal window open. The modal has a title bar with a close button. It contains a 'Lock Status' section with a toggle switch currently set to 'Locked'. Below this is a 'Reason' field with the text 'Invalid User' entered. At the bottom of the modal, there are 'Submit' and 'Cancel' buttons. The background of the User Management interface is dimmed.

3. In the **Lock Status** field move the slider to lock / unlock a user.
4. In the **Reason** field enter the appropriate description.
5. Click **Submit** to save.  
OR  
Click **Cancel** to close.



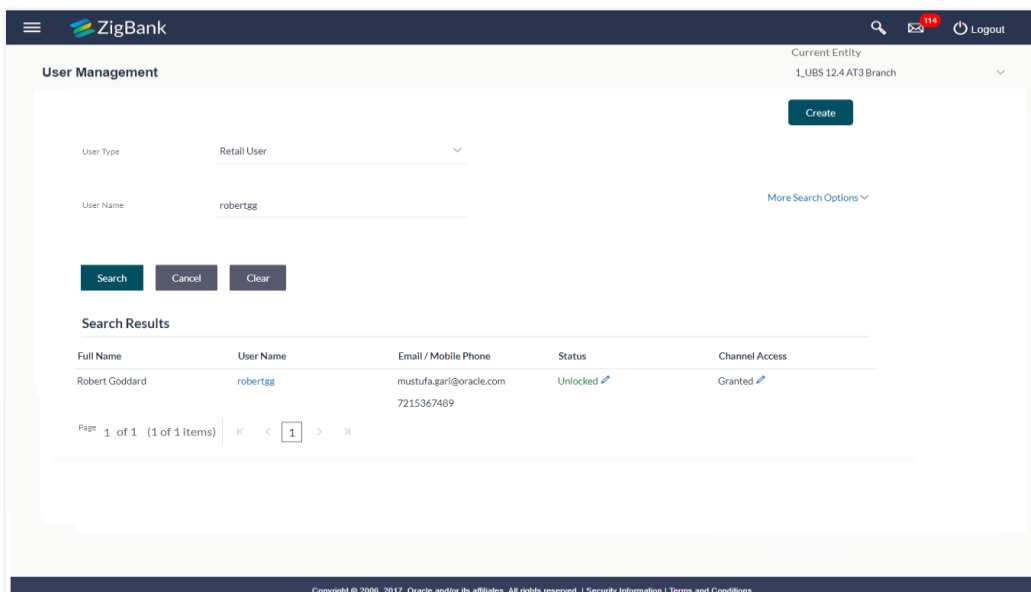
## User Management –Channel Access Permission

This section allows the administrator to grant / revoke channel access for a user. In case Bank administrator changes the channel access from grant to revoked; user will not be able to access his channel banking.


### To grant or revoke channel access:

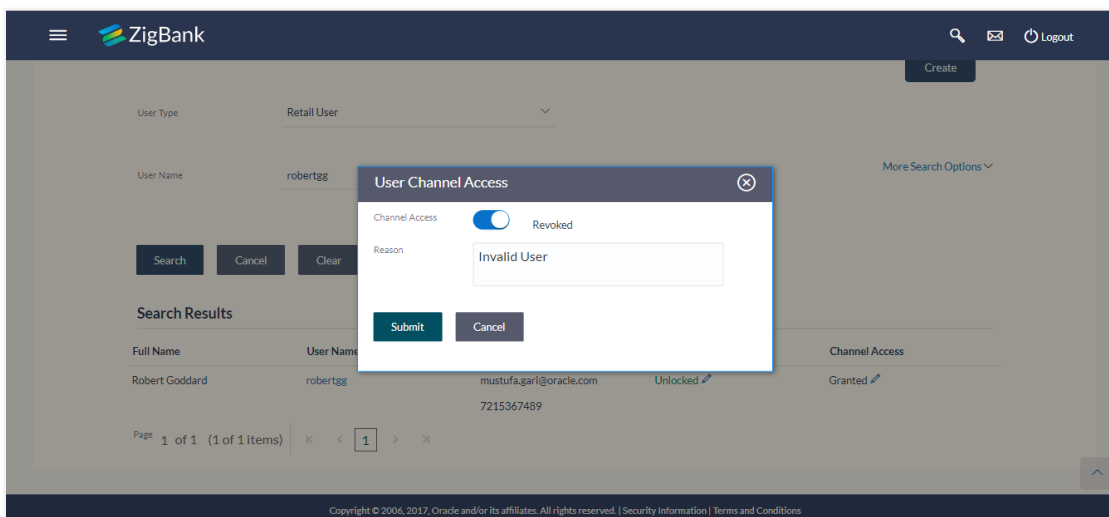
1. Enter the search criteria, click **Search**.  
The search results appear on the **User Management** screen based on the search parameters.

### Channel Access



The screenshot shows the ZigBank User Management interface. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification icon with '14', and a Logout button. Below the navigation bar, the current entity is identified as '1\_UBS 12.4 AT3 Branch'. The main area is titled 'User Management' and contains a 'Create' button. There are two search filters: 'User Type' set to 'Retail User' and 'User Name' set to 'robertgg'. Below these filters are 'Search', 'Cancel', and 'Clear' buttons. The search results are displayed in a table with the following columns: Full Name, User Name, Email / Mobile Phone, Status, and Channel Access. The table contains one entry for Robert Goddard with User Name 'robertgg', Email 'mustufa.gari@oracle.com', Mobile Phone '7215367489', Status 'Unlocked', and Channel Access 'Granted'. At the bottom of the table, it indicates 'Page 1 of 1 (1 of 1 Items)'.

2. Click  in the **Channel Access** column to grant / revoke channel access to a user. The **User Channel Access** screen appears.



This screenshot shows the same ZigBank User Management interface as the previous one, but with a modal window titled 'User Channel Access' open. The modal has a close button in the top right corner. It contains a 'Channel Access' toggle switch currently set to 'Revoked'. Below the toggle is a 'Reason' text input field containing the text 'Invalid User'. At the bottom of the modal are 'Submit' and 'Cancel' buttons. The background interface is dimmed.

3. In the **Channel Access** field move the slider to grant / revoke channel access rights for a user.
4. In the **Reason** field enter the appropriate description.
5. Click **Submit** to save.  
OR  
Click **Cancel** to close.

### User Management - Edit

This function enables the Administrator to edit the existing user details.

#### To edit or update a user details:

1. Enter the search criteria, click **Search**.  
The search results appear on the **User Management** screen based on the search parameters.  
OR  
Click **Clear** if you want to reset the search parameters.  
OR  
Click **Cancel** if you want to cancel the transaction.
2. In the **User Management - Search Results** section, click the **User Name** link of the record for which you want to edit the user details.  
The **User Management - View** screen appears.
3. Click **Edit** to update the user information.  
OR  
Click **Reset Password** to reset user's password. A warning message '**Do you want to reset the password?**' appears on the screen.  
If user clicks **Yes**, a reset password confirmation screen is displayed. New password gets communicated to the user on registered email address (if the alert for the same is maintained) and the record for that user gets available in the Print password screen, from where it can be printed.  
If user clicks **No**, the action gets cancelled.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

## User Management - Edit User

☰
ZigBank
🔍
📧
🔌 Logout

**User Management**

---

**Edit User**

User Type	Corporate User
Party ID	001222
Party Name	IBM Ltd.

**Personal Information**

User Name	dipcorpmaker
Title	Mr <span style="font-size: 0.8em;">▼</span>
First Name	Chetan
Middle Name	k
Last Name	Maheshwari
Date of Birth	01 Jan 1990 <span style="font-size: 0.8em;">📅</span>

**Contact Details**

Email ID	dipen.v.shah@oracle.com
Contact Number (Mobile)	8989898989
Contact Number (Landline)	89898989898
Address Line 1	Street road
Address Line 2	nova ganv
Address Line 3	
Address Line 4	
Country	INDIA <span style="font-size: 0.8em;">▼</span>
City	mumbai
Zip Code	432343

**Limit & Roles**

Limit	dimaklimit18 <span style="font-size: 0.8em;">▼</span>
Roles	<input checked="" type="checkbox"/> Maker <input type="checkbox"/> Checker <input checked="" type="checkbox"/> Viewer <input type="checkbox"/> CorporateAdminChecker <input type="checkbox"/> CorporateAdminMaker

**Others**

Android Devices	<input type="checkbox"/>
iOS Devices	<input type="checkbox"/>

**Accessible Entity Details**

🗑️

Entity Name	2_LBS 12.3.AT3 Branch <span style="font-size: 0.8em;">▼</span>
Party ID	000795
Party Name	
Limit	LMP1Common <span style="font-size: 0.8em;">▼</span>
Roles	<input checked="" type="checkbox"/> Customer

Add Accessible Entity

Save
Cancel
Back

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Edit</b>	
<b>User Type</b>	Type of user. The user can be: <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Retails User</li> <li>• Administrator</li> </ul>
<b>Party ID</b>	Party ID for which the user is to be created is displayed. This field appears if you select <b>Retail or Corporate User</b> option from <b>User Type</b> list.
<b>Party Name</b>	Party Name of the party ID for which the user is to be created is displayed. This field appears if you select <b>Retail or Corporate User</b> option from <b>User Type</b> list.
<b>Organization</b>	Organization that the user belongs to. This field appears if you select <b>Administrator</b> option from <b>User Type</b> list.
<b>Manager</b>	Manager of the user. This field appears if you select <b>Administrator</b> option from <b>User Type</b> list.
<b>Employee Number</b>	Employee number of the user. This field appears if you select <b>Administrator</b> option from <b>User Type</b> list.
<b>Personal Information</b>	
<b>User Name</b>	Name of the user (login ID) which is to be created.

Field Name	Description
<b>Title</b>	<p>Title of the user.</p> <p>If User type is Retail, value is fetched from the core banking application and non editable.</p> <p>Value can be edited only if the user type is Administrator or Corporate User, options are:</p> <ul style="list-style-type: none"> <li>• Mr</li> <li>• Mrs</li> <li>• Miss</li> <li>• Ms</li> <li>• Dr</li> <li>• Master</li> </ul>
<b>First Name</b>	<p>First name of the user.</p> <p>This field is editable only for <b>Administrator and Corporate</b> user type.</p>
<b>Middle Name</b>	<p>Middle name of the user.</p> <p>This field is editable only for <b>Administrator and Corporate</b> user type.</p>
<b>Last Name</b>	<p>Last name/ surname of the user.</p> <p>This field is editable only for <b>Administrator and Corporate</b> user type.</p>
<b>Date of Birth</b>	<p>Date of birth of the user.</p> <p>This field is editable only for <b>Administrator and Corporate</b> user type.</p>
<b>Contact Details</b>	
<b>Email ID</b>	<p>Email id of the user.</p> <p>This field is editable only for <b>Administrator and Corporate</b> user type.</p>
<b>Contact Number (Mobile)</b>	<p>Mobile number of the user.</p> <p>This field is editable only for <b>Administrator and Corporate</b> user type.</p>
<b>Contact Number (Land Line)</b>	<p>Phone number (land line) number of the user.</p>
<b>Address Line 1-4</b>	<p>Address of the user.</p> <p>This field is editable only for <b>Administrator and Corporate</b> user type.</p>

Field Name	Description
<b>Country</b>	Country of the user. This field is editable only for <b>Administrator and Corporate</b> user type.
<b>City</b>	City in which the user resides. This field is editable only for <b>Administrator and Corporate</b> user type.
<b>Zip Code</b>	The postal code of the city in which the user resided. This field is editable only for <b>Administrator and Corporate</b> user type.
<b>Limits &amp; Roles</b>	
<b>Limit</b>	To map transaction limit package to the user. This field is editable only for <b>Retail and Corporate</b> user type. Field will not be displayed if user type is selected as <b>Administrator</b> . <b>In case of multi entity implementation</b> , if the user has access to multiple entities, the limits package displayed will be the one associated to the default/home entity of the user. The administrator can modify the limits package associated to the user. System will list all the packages associated for that entity.
<b>Role</b>	Child roles mapped to the user. Value can be edited for all types of user. In case of multi entity implementation, if the role is modified for the default/home entity, it will be updated for all the accessible entities.
<b>Others</b>	
<b>Android Devices</b>	Register or deregister the android devices. If device is deregister, the user gets logged out and his alternate login gets disabled from all the android devices on which the user has installed the application.
<b>iOS Devices</b>	Register or deregister the iOS devices. If device is deregister, the user gets logged out and his alternate login gets disabled from all the iOS devices on which the user has installed the application.
<b>Accessible Entity Details</b>	
This section will only appear if Bank has multi entity setup.	
<b>Entity Name</b>	Entity name attached to the user.

Field Name	Description
<b>Party ID</b>	Party ID attached to the user. This field is only applicable for retail and corporate type of users.
<b>Party Name</b>	Party name corresponding to the attached party ID. This field is only applicable for retail and corporate type of users.
<b>Limits</b>	Limits package associated to the user for the accessible entity. This field is only applicable for retail and corporate.
<b>Roles</b>	For the accessible entity selected/added, system will default the roles same as that of home entity of the user. The administrator cannot define separate roles for each of the entities

4. Edit the required details.
5. Click **Save** to update the changes.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
6. The **Review User Details** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
7. The success message of updates appears.  
Click **OK** to complete the transaction.

## FAQs

1. **Who can create / update the user?**  
System administrator, bank administrator and corporate administrator can create or edit the users.
2. **Can I edit the party id mapped to the user?**  
No, party ID mapped to the user cannot be edited.
3. **When does the system update a user status as 'locked'?**  
User status can get locked if he has exceeded the maximum number of attempts allowed for entering a wrong password.
4. **When will the System/Bank Administrator use Revoke Channel Access feature?**  
Incase if the customer does not want to use his channel banking and requests bank to disable his internet banking, bank user can do the same by revoking the channel access for his user. Similarly if a corporate user leaves a corporate house, his channel access

should be revoked using this feature, so that he should not be able to access the company accounts.

5. **Can I set the user name which is already used in the application?**

No, uniqueness of a user ID is checked while creating or modifying a user.

6. **Can I edit personal and contact details of Retail user?**

No, personal and contact details of Retail user are fetched from the core banking application and cannot be edited using User Management functionality.

7. **Can one assign multiple child roles to a user?**

Yes, multiple child roles can be assigned to the user. e.g. Corporate user is acting as maker of few transactions and approver of few other transactions.

8. **What are the different child roles available out of box?**

Following are the child role associated with each application role out of box.

Application Role	Child Roles
<b>Retail User</b>	<b>Customer</b>
<b>Corporate User</b>	<ul style="list-style-type: none"> <li>• Maker</li> <li>• Checker</li> <li>• Viewer</li> <li>• Corporate Admin Maker</li> <li>• Corporate Admin Checker</li> </ul>
<b>Administrator</b>	<ul style="list-style-type: none"> <li>• Admin Maker</li> <li>• Admin Checker</li> </ul>

9. **If I update the limit package associated with a user, what will happen to the in-flight transactions?**

Yes, new limit package can be mapped to a user. Limits get applied from an immediate effect if the effective date is less than or equal to current date. And if the effective date is future date, the limit package will be applied from the date available in the package.

10. **If I update the child role associated to a user, what will happen to the in-flight transactions?**

In case of any update of child roles mapped to the user as edit user functionality, the privileges associated with new child roles get applied to the user with an immediate effect.

So if any transaction is pending with approver for approval, user can view and approve those transactions only if checker role is mapped to him. As soon as checker role is



unmapped, then user will not be able to view and approve the transactions which were pending for his approval.

11. **Can administrator with one entity have right to create users in different entity?**

No, administrator can only create users in his own entity only.

12. **If a user's User ID is locked and he/she has requested for a reset password, does the admin needs to unlock it separately ?**

No, the user ID will automatically get unlocked at the time of resetting the password by Admin.

[Home](#)

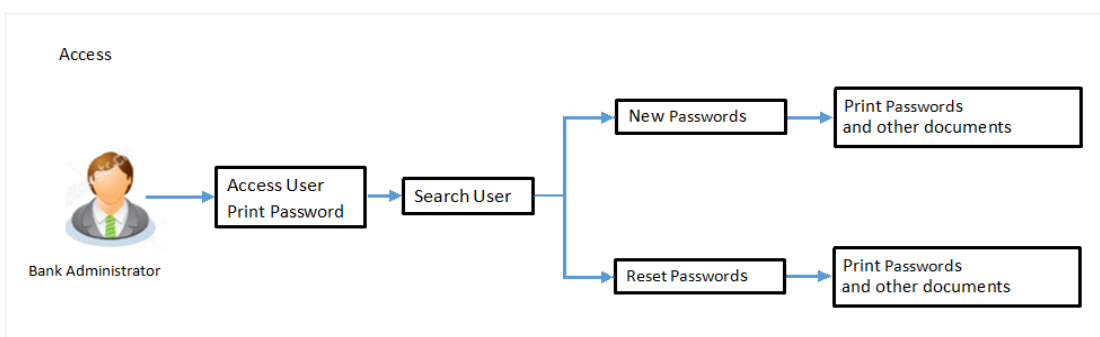
## 15. Print Password

When a new user opens an account in the bank and registers for internet banking, the bank sends the printed password along with some other documents like Welcome letter, Terms & Conditions document and applicable promotional offers to the registered user via courier or post. This screen allows the Bank Administrator to print the password along with these documents for new users as well as for existing users who have requested for reset password.

### Pre-Requisites

- Application roles and child roles are maintained
- Transaction (User Management) access is provided to Bank Administrator.
- Party Preference is maintained for corporate user

### Workflow



### Features Supported In Application

The Print Password allows the Bank Administrator to

- Print Password and other welcome documents for new and existing users

### How to reach here:

*Administration Dashboard > Communications > Print Password*

## Print Password

The screenshot shows the 'Print Password' interface in the ZigBank system. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. The main content area is titled 'Print Password' and shows the 'Current Entity' as '1\_UBS 12.4 AT3 Branch'. The form contains several input fields: 'User Type' (a dropdown menu with 'Please Select'), 'User Name', 'Party ID', 'First Name', 'Last Name', 'Email ID', 'Mobile Number', 'Password Generation From' (with a date format 'mm/dd/yy' and a calendar icon), and 'Password Generation To' (with a date format 'mm/dd/yy' and a calendar icon). Below the form are three buttons: 'Search', 'Cancel', and 'Clear'. At the bottom of the form area, there are two buttons: 'New Passwords' and 'Reset Passwords'. The footer of the page contains the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### 15.1 Print Password - Search

Using this option, Bank Administrators can search the users to send the printed password.

All the users (new & existing) for which the password has been generated for first time or got reset will be available on this screen. Once the password gets successfully printed for a user, that record will get removed from the list.

#### To search user:

1. From the **User Type** list, select the appropriate type of user.  
OR  
Click **Cancel** to cancel the transaction.
2. In the **Party ID** field, enter the party id of the user.
3. Enter the other search criteria if required.

## Print Password - Search

**Print Password** Current Entity  
1\_UBS 12.4 AT3 Branch

User Type: Corporate User

User Name: \_\_\_\_\_ Party ID: 001164

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Email ID: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Password Generation From: mm/dd/yy Password Generation To: mm/dd/yy

**Search** **Cancel** **Clear**

**New Passwords** **Reset Passwords**

<input type="checkbox"/>	Full Name	User Name	Email/ Mobile	Print Status
<input type="checkbox"/>	rk corpauto	rkcorp	rahul.xkamble@oracle.com 9890121233	
<input type="checkbox"/>	rk corp123	rkcorp123	rahul.xkamble@oracle.com 9890121234	

Page 1 of 1 (1-2 of 2 items) **1**

**Print**

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### Field Description

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

<b>User Type</b>	Type of user, which is to be searched. The user types are:
------------------	---

- Corporate
- Retail
- Administrator

<b>User Name</b>	To search the user with the user name. Partial search is allowed.
------------------	---

<b>Party ID</b>	Allows to search based on Party id.
-----------------	-------------------------------------

<b>First Name</b>	Allows to search based on first name or given name of the user.
-------------------	---

<b>Last Name</b>	Allows to search based on last name/ surname of the user.
------------------	---

<b>Email ID</b>	Allows to search based on email id of the user.
-----------------	---

<b>Mobile Number</b>	Allows to search based on mobile number of the user.
----------------------	--

Field Name	Description
<b>Password Generation From</b>	Allows to search based on password generation date.
<b>Password Generation To</b>	Allows to search based on password generation date.
<b>Search Results</b>	
<b>Full Name</b>	First name and last name of the user.
<b>User Name</b>	User Name of the user.
<b>Email / Mobile</b>	Email and Mobile Number of the user.
<b>Print Status</b>	Print status of the password. If the password printing gets failed due to some reason for a user, system will show the status as 'error in printing' for that record. If the record gets successfully printed that record will get removed from the list.  For the records which are not printed yet, this status remains blank.

- Click **Search**.  
The search results appear on the **Print Password** screen based on the search parameters.  
OR  
Click **Clear** if you want to reset the search parameters.  
OR  
Click **Cancel** if you want to cancel the transaction.

## 15.2 Print Password - Print

This feature allows the Bank Administrator to print the password letter, welcome letter, terms and conditions document etc.

### To print the password letter for the user:

1. In the **Print Password - Search Results** section, select the user record for which you want to print the password letter.
2. Click **Print**. The 'Select Documents' pop up window appears.

### Print Password

The screenshot displays the 'Print Password' page in the ZigBank system. A modal window titled 'Select Documents' is open, allowing the user to choose documents to print. The modal has three checked options: 'Terms & Conditions', 'Welcome Letter', and 'Promotional Offer'. Below the modal, a table lists search results for users. The user 'Zartab K' is selected, and the 'Print' button is highlighted.

	Full Name	User Name	Email/ Mobile	Print Status
<input type="checkbox"/>	zxc asd	umtest1	subhash.vanjale@oracle.com	
<input checked="" type="checkbox"/>	kumar manish	OBDX-6547_1	2222222222 kumar.k.manish@oracle.com	
<input checked="" type="checkbox"/>	Sonal Agarwal	sonaltestcorp	9934182054 sonal.a.agarwal@oracle.com	
<input type="checkbox"/>	kumar manish	OBDX-6646_5	9967022275 kumar.k.manish@oracle.com	
<input type="checkbox"/>	Sonal Agarwal	sonalcorp11111	9934182054 sonal.a.agarwal@oracle.com	
<input type="checkbox"/>	test test	MustuCorp111	9967022275 mustufa.gari@oracle.com	
<input type="checkbox"/>	Shyam Prasad	MustuCorp199	7363738289 mustufa.gari@oracle.com	
<input type="checkbox"/>	kumar manish	OBDX-6985_2_LP_Issue	7637384898 kumar.k.manish@oracle.com	
<input checked="" type="checkbox"/>	Zartab K	zartabcorp	9934182054 zartabk@gmail.com	
<input type="checkbox"/>	kumar manish	OBDX-6544_1	4578989800 kumar.k.manish@oracle.com	
			9934182054	

Page 1 of 3 (1-10 of 22 items) | < 1 2 3 > X

Print

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## Field Description

Field Name	Description
<b>Select Documents</b>	
<b>Term &amp; Conditions</b>	Document containing terms and conditions of the bank.
<b>Welcome Letter</b>	Welcome letter for the user for opening the account.
<b>Promotional Offer</b>	Promotional offers of the bank.

3. Select the documents, which you desire to print.
4. Click **OK** to print the documents.  
OR  
Click **Cancel** to cancel the printing.

---

**Note:** For printing the password, the implementation team will need to write a utility. For more information on implementation of 'Print Password', refer **Oracle Banking APIs Security Guide**.

---

## FAQs

1. **Can the password be only printed by the same Administrator user who has created the user/reset the password or it can be done by any other Administrator user as well?**

All the reset/new passwords can be printed by all the admin users who have access to Print Password Screen.

2. **Can the Bank maintain separate documents for each type of user role?**

No, documents cannot be maintained as per the user role. Same documents will be available for all type of users (Retail/Corporate/Administrator).

[Home](#)

## 16. Party Account Access

The Bank Administrator can set up account and transaction access rules at the corporate party level. The Bank Administrator can provide access to accounts held by the party with the bank as available in the core banking application.

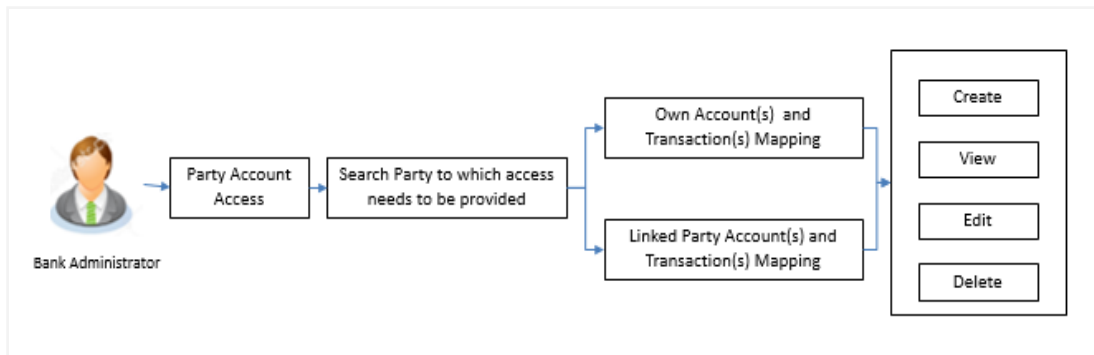
Upon navigating to the specific category tab viz. Demand Deposits, Term Deposits, Loans etc., the administrator can select a global check box of 'Map all accounts' to enable all the existing accounts under the selected category for channel banking. If specific accounts are required to be given access then the user needs to select the respective check boxes preceding the account number.

As part of this maintenance, own accounts and transaction mapping as well as accounts of the linked parties can be mapped to the parent party.

### Pre-Requisites

- Party preferences should be created for the party for which access is to be maintained
- Channel Access should be enabled for party for which account access is to be maintained
- Account access maintenance for linked party accounts can be done once there is a party to party linkage maintained.
- Transaction access is provided to Bank Administrator.
- Approval rule set up for Bank Administrator to perform the actions.

### Workflow



### Features Supported In Application

The following options are available as part of this maintenance:

- Party Account Access - Mapping (Own accounts and linked party accounts)
- Party Account Access – View (Own accounts and linked party accounts)
- Party Account Access - Edit (Own accounts and linked party accounts)
- Party Account Access - Delete (Own Accounts and linked party accounts)



**How to reach here:**

*Administration Dashboard > Account Access > Party Account Access*

OR

*Administration Dashboard > Quick Links > Party Account Access*

## 16.1 Party Account Access - Mapping (Create)

The Bank Administrator gets a request with the list of account(s) and transactions for which access needs to be provided to the party.

### To provide the party with account and transaction access:

1. In the **Party ID** field, enter the party id of the user.  
OR  
In the **Party Name** field, enter the party name of the user.
2. Click **Search**. For a searched party, two sections **Own Account Mapping Summary** and **Linked Party Account Mapping Summary** appears.  
Linked party account mapping will only be available if the selected party has Party to Party Linkage maintained.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.

### Party Account Access - Search

The screenshot displays the 'Party Account Access' search page. At the top, there is a navigation bar with the ZigBank logo and user information (447, Logout). The main content area has two input fields: 'Party ID' (empty) and 'Party Name' (containing 'oat'). Below these fields are three buttons: 'Search' (highlighted in blue), 'Cancel', and 'Clear'. A table below shows the search results:

Party ID	Party Name
000090	OATS_CORP_AT2
000091	OATS_AT1_BANK1
000199	OATS_AT1_BANK_GBP
000075	OATS_BROKER_CUST
000077	OATS_AT4_CORP2
000232	OATS_AT4_IND1
000076	OATS_AT4_CORP1
000231	OATS_AT4_BANK2

At the bottom of the page, there is a footer: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

## Party Account Access - Search Result

The screenshot displays the 'Party Account Access' search results for Party ID 000801 and Party Name ASHOKR.JAIN. It features a 'Map' button and a table for linked party account mapping.

Account Type	Total Number of Accounts	Number of Accounts Mapped
Current & Savings	4	3
Term Deposits	15	7
Loans	1	1

### Field Description

#### Field Name

#### Description

#### Party ID

The party id searched by the bank administrator.

#### Party Name

The name of the party.

### OWN ACCOUNT MAPPING SUMMARY

Click on **Account Type** to view the respective mapping details.

#### Account Type

All account types available under the party. The account type can be:

- Current and Savings
- Term Deposits
- Loans

**Total Number of Accounts** Total number of accounts available under the party.

#### Number of Accounts Mapped

Number of accounts mapped to the particular account type.

### LINKED PARTY ACCOUNT MAPPING SUMMARY

Click on **Account Type** to view the respective mapping details.

3. If there is no mapping done for a party (own/ linked), there will be a message **No Accounts mapped for the party** with **Map**.

4. Click **Map**. The **Party Account Access - Create** screen appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.
5. All the accounts held by the selected party as a relationship with the bank as available in the core banking system will be fetched and displayed in the respective categories i.e. CASA, Term Deposits and Loans.  
In case of mapping of linked party accounts to the parent party, user will select the parent party as part of party search section and click **Map** against the linked party of which account access is to be provided.
6. Navigate to the specific category tab viz. CASA, Term Deposits, Loans etc., and select a global check box of **Map all accounts** to enable all the existing accounts under the selected category for channel banking (on screen, it will serve as a **Select All** function).  
OR  
If specific accounts are required to be given access then the user needs to select the respective check boxes preceding the account number.
7. To map the new accounts, select appropriate option from **Map Accounts** field;  
Select **Auto** if you wish to allow access to all future CASA/ Term Deposit/ Loans accounts.  
OR  
Select **Manual** if you wish to explicitly map new accounts and transactions.
8. The cookie message appears at the bottom of the category tab indicating the administrator that account mapping for other category tabs can be done by visiting the respective tabs.

### Party Account Access - Account Mapping (Own Account Mapping) - Create

Party Account Access

**Create**

Party ID: 000824  
Party Name: ashok r jain

**Account Mapping**

Current & Savings | Term Deposit | Loans

**New Accounts**

Map Accounts:  Auto  Manual

**Existing Accounts**

Map All Accounts

	Account Number	Currency	Product Name	Account Status
<input checked="" type="checkbox"/>	AT30008240014	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008240025	GBP	Savings Account - Regular	ACTIVE

Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs

**Next** **Cancel** **Back**

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## Party Account Access - Account Mapping (Linked Account Mapping) - Create

Party Account Access

**Create**

Parent Party ID: 000814  
Parent Party Name: NATRAJ INDUSTRIES

Linked Party ID: 000875  
Linked Party Name: NATRAJ INDUSTRIES

**Linked Party Account Mapping**

Current & Savings | Term Deposit | Loans

**New Accounts**

Map Accounts (?)

**Existing Accounts**

Map All Accounts

	Account Number	Currency	Product Name	Account Status
<input checked="" type="checkbox"/>	AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE

Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs

9. Click **Next**. The **Party Account Access - Create** (Transaction Mapping) screen appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

### Party Account Access - Transaction- Account Mapping (Own Account Mapping)-Create

**ZigBank** 447 Logout

Party Account Access

**Create**

Party ID: 000824  
Party Name: ashok r jain

**Transaction Mapping**

Current & Savings | Term Deposit | Loans

Map All Transactions to All Accounts

Account Number	Currency	Product Name	Account Status
AT30008240014	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/> Map All Transactions			
<input checked="" type="checkbox"/> Loans			
<input checked="" type="checkbox"/> Loan Settlement			
<input checked="" type="checkbox"/> CASA			
<input checked="" type="checkbox"/> Cheque Book Request			
<input checked="" type="checkbox"/> Stop/Unblock Cheque			
<input checked="" type="checkbox"/> Request Demand Deposit Statement			
<input checked="" type="checkbox"/> Payments Inquiries			
<input checked="" type="checkbox"/> Inward Remittances			
<input checked="" type="checkbox"/> Outward Remittances			
<input checked="" type="checkbox"/> Upcoming Payments			
<input checked="" type="checkbox"/> Letter Of Credit			
<input checked="" type="checkbox"/> Letter Of Credit Create			
<input checked="" type="checkbox"/> Payments			
<input checked="" type="checkbox"/> Internal Transfer			
<input checked="" type="checkbox"/> Domestic Payment			
<input checked="" type="checkbox"/> PeerToPeer Transfer			
<input checked="" type="checkbox"/> International Draft			
<input checked="" type="checkbox"/> Self Transfer			
<input checked="" type="checkbox"/> Instruction Cancellation			
<input checked="" type="checkbox"/> Bill Payment			
<input checked="" type="checkbox"/> Domestic Draft			
<input checked="" type="checkbox"/> International Payout			
<input checked="" type="checkbox"/> External Transfer			
<input checked="" type="checkbox"/> File Upload			
<input checked="" type="checkbox"/> International Payment			
<input checked="" type="checkbox"/> Internal Transfer			
<input checked="" type="checkbox"/> Domestic Payment			
<input checked="" type="checkbox"/> Mixed Payment			
<input checked="" type="checkbox"/> Term Deposits			
<input checked="" type="checkbox"/> New Deposit			
<input checked="" type="checkbox"/> TD Top UP			
<input checked="" type="checkbox"/> All Inquiry Transactions			
<input checked="" type="checkbox"/> CASA Inquiries			
AT30008240025	GBP	Savings Account - Regular	ACTIVE


Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs

**Save** **Cancel** **Back**

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## Party Account Access - Transaction- Account Mapping (Linked Account)-Create

The screenshot displays the 'Party Account Access' page in the ZigBank system. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification icon with '444', and a 'Logout' button. Below the navigation bar, the page title 'Party Account Access' is visible. The main content area is titled 'Create' and shows the mapping between two parent party accounts: '000814 NATRAJ INDUSTRIES' and '000875 NATRAJ INDUSTRIES'. Below this, there are tabs for 'Current & Savings', 'Term Deposit', and 'Loans'. The 'Current & Savings' tab is active, showing a table of accounts with columns for 'Account Number', 'Currency', 'Product Name', and 'Account Status'. Three accounts are listed: AT30008750010 (GBP, ISLAMIC\_SAVIN, ACTIVE), AT30008750021 (GBP, ISLAMIC\_SAVIN, ACTIVE), and AT30008750032 (USD, ISLAMIC\_SAVIN, ACTIVE). A detailed transaction mapping panel is open for the first account, showing a list of transaction types with checkboxes for selection. A 'Map All Transactions' checkbox is checked at the top of this panel. At the bottom of the panel, there are 'Save', 'Cancel', and 'Back' buttons. A footer note states: 'Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs'. The page footer contains the copyright notice: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

10. To map the transactions to the account, click  against the particular account number to view the transaction mapping.
11. Select the respective check boxes preceding the transaction to be mapped.  
OR  
Select **Map All Transactions**, if you want to map all the transactions to all accounts.
12. Click **Save** to save the changes.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

13. The **Party Account Access - Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to edit the transaction.  
OR  
Click **Cancel** to cancel the transaction.
14. The screen with success message appears. Click **OK** to complete the transaction.  
After following above steps the summary of mapped accounts and transactions available for party.

## 16.2 Party Account Access- View

The Bank Administrator can view the list of account(s) and transactions for which access has been provided to the party.

### Field Description

Field Name	Description
<b>Party ID</b>	Party Id of the corporate user.
<b>Party Name</b>	Party name of the corporate user.

### To view the party account and transaction access:

1. In the **Party ID** field, enter the party id of the user.  
OR  
In the **Party Name** field, enter the party name of the user.
2. Click **Search**. For a searched party, two sections **Own Account Mapping Summary** and **Linked Party Account Mapping Summary** appears.  
Linked party account mapping will only be available if the selected party has Party to Party Linkage maintained.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
3. Click **Account Type** i.e. CASA / TD / Loans in the summary details for the party, which will navigate to the view page.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to 'Dashboard'.

## Party Account Access - Search

Party Account Access

Party ID

Party Name

[Search](#) [Cancel](#) [Clear](#)

Party ID	Party Name
000090	OATS_CORP_AT2
000091	OATS_AT1_BANK1
000199	OATS_AT1_BANK_GBP
000075	OATS_BROKER_CUST
000077	OATS_AT4_CORP2
000232	OATS_AT4_IND1
000076	OATS_AT4_CORP1
000231	OATS_AT4_BANK2

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## Party Account Access - Search Results

Party Account Access

Party ID

Party Name

**Own Account Mapping Summary**  
No accounts mapped for the party [Map](#)

**Linked Party Account Mapping Summary**  
KATHY STEPHENS

Account Type	Total Number of Accounts	Number of Accounts Mapped
<a href="#">Current &amp; Savings</a>	4	3
<a href="#">Term Deposits</a>	15	7
<a href="#">Loans</a>	1	1

[Cancel](#) [Back](#)

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## Field Description

### Field Name

### Description

#### Party ID

The party id searched by the bank administrator.

#### Party Name

The name of the party.



Field Name	Description
<b>OWN ACCOUNT MAPPING SUMMARY</b>	
Click on <b>Account Type</b> to view the respective mapping details.	
<b>Account Type</b>	All account types available under the party. The account type can be: <ul style="list-style-type: none"> <li>• Current and Savings</li> <li>• Term Deposits</li> <li>• Loans</li> </ul>
<b>Total Number of Accounts</b>	Total number of accounts available under the party.
<b>Number of Accounts Mapped</b>	Number of accounts mapped to the particular account type.

#### **LINKED PARTY ACCOUNT MAPPING SUMMARY**

Click on **Account Type** to view the respective mapping details.

4. Click **Account Type** i.e. CASA/TD/Loan, all the accounts held by the selected party as a relationship with the bank as available in the core banking system will be fetched and displayed in the respective categories i.e. CASA, Term Deposits and Loans. In case of mapping of linked party accounts to the parent party, select on the account type in the linked party summary section.
5. Navigate to the specific category tab viz. CASA, Term Deposits, Loans etc., the administrator can view both the accounts for which access has been provided and the ones for which access is not provided. Can also view the selection done for New Accounts mapping i.e. Auto/Manual.
6. The cookie message appears at the bottom of the category tab indicating the administrator that account mapping for other category tabs can be done by visiting the respective tabs.
7. Click **Next**. The **Party Account Access – View** (Transaction Mapping) screen appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

### Party Account Access – View (Own Account Mapping Summary)

The screenshot shows the 'Party Account Access' interface for viewing own account mapping. At the top, there is a navigation bar with the ZigBank logo, search, notification (447), and Logout icons. Below the header, the page title 'Party Account Access' is displayed. The main content area is divided into sections:

- View:** Displays Party ID (000824) and Party Name (ashok r jain).
- Account Mapping:** Includes tabs for 'Current & Savings', 'Term Deposit', and 'Loans'. The 'Current & Savings' tab is active.
- New Accounts:** Features a 'Map Accounts' section with 'Auto' and 'Manual' buttons.
- Existing Accounts:** A table with a 'Map All Accounts' checkbox and columns for Account Number, Currency, Product Name, and Account Status. Two accounts are listed: AT30008240014 (GBP, Savings Account - Regular, ACTIVE) and AT30008240025 (GBP, Savings Account - Regular, ACTIVE).
- Footer:** A note states 'Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs'. Below this are buttons for Edit, Next, Cancel, Delete, and Back.

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### Party Account Access - View (Linked Party Account Mapping Summary)

The screenshot shows the 'Party Account Access' interface for viewing linked party account mapping. The layout is similar to the previous screenshot but with specific details for linked parties:

- View:** Displays Parent Party ID (000814) and Parent Party Name (NATRAJ INDUSTRIES) on the left, and Linked Party ID (000875) and Linked Party Name (NATRAJ INDUSTRIES) on the right, separated by a chevron symbol.
- Linked Party Account Mapping:** Includes tabs for 'Current & Savings', 'Term Deposit', and 'Loans'. The 'Current & Savings' tab is active.
- New Accounts:** Features a 'Map Accounts' section with 'Auto' and 'Manual' buttons.
- Existing Accounts:** A table with a 'Map All Accounts' checkbox and columns for Account Number, Currency, Product Name, and Account Status. Three accounts are listed: AT30008750010 (GBP, ISLAMIC\_SAVIN, ACTIVE), AT30008750021 (GBP, ISLAMIC\_SAVIN, ACTIVE), and AT30008750032 (USD, ISLAMIC\_SAVIN, ACTIVE).
- Footer:** A note states 'Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs'. Below this are buttons for Edit, Next, Cancel, Delete, and Back.

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## Field Description

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

### CASA/ Term Deposits/ Loans

#### New Accounts

<b>Map Accounts</b>	<p>Mapping of the accounts.</p> <p>The options can be:</p> <ul style="list-style-type: none"> <li>• Auto: gives default access to the all future newly added accounts and transactions of the party as soon as the account is opened.</li> <li>• Manual: gives specific access to future accounts. This is to explicitly map new accounts and transactions if access needs to be provided</li> </ul>
---------------------	--

#### Existing Accounts

<b>Map All Accounts</b>	Mapping all the existing accounts under the selected category to enable for channel banking.
<b>Account Number</b>	List of account numbers present in a particular account type.
<b>Currency</b>	Account currency.
<b>Product Name</b>	Name of the product available under the party.
<b>Account Status</b>	Status of the account access for the party

8. Click **Next**. The **Party Account Access- View** screen for account selected and transactions enabled for the selected account appears.

## Party Account Access - Transaction- Own Account Mapping- View

ZigBank
Logout

**Party Account Access**

**View**

Party ID: 000824  
Party Name: ashok r.jain

**Transaction Mapping**

Current & Savings | Term Deposit | Loans

Map All Transactions to All Accounts

Account Number	Currency	Product Name	Account Status
AT30008240014	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/> Map All Transactions <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loans                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loan Settlement</li> </ul> </li> <li><input checked="" type="checkbox"/> CASA                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Cheque Book Request</li> <li><input checked="" type="checkbox"/> Payments Inquiries</li> <li><input checked="" type="checkbox"/> Inward Remittances</li> <li><input checked="" type="checkbox"/> Letter Of Credit</li> <li><input checked="" type="checkbox"/> Letter Of Credit Create</li> </ul> </li> <li><input checked="" type="checkbox"/> Payments                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Internal Transfer</li> <li><input checked="" type="checkbox"/> International Draft</li> <li><input checked="" type="checkbox"/> Bill Payment</li> <li><input checked="" type="checkbox"/> External Transfer</li> </ul> </li> <li><input checked="" type="checkbox"/> File Upload                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> International Payment</li> <li><input checked="" type="checkbox"/> Mixed Payment</li> </ul> </li> <li><input checked="" type="checkbox"/> Term Deposits                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> New Deposit</li> </ul> </li> <li><input checked="" type="checkbox"/> All Inquiry Transactions                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> CASA Inquiries</li> </ul> </li> </ul>			
AT30008240025	GBP	Savings Account - Regular	ACTIVE

Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs

Edit
Cancel
Back

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## Party Account Access - Transaction- Account Mapping (Linked Account Mapping) - View

Party Account Access

**View**

Parent Party ID: 000814  
Parent Party Name: NATRAJ INDUSTRIES

Linked Party ID: 000875  
Linked Party Name: NATRAJ INDUSTRIES

**Transaction Mapping for Linked Party Accounts**

Current & Savings | Term Deposit | Loans


Map All Transactions to All Accounts

Account Number	Currency	Product Name	Account Status
AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE

Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs

[Edit](#) [Cancel](#) [Back](#)

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9. Click  against the particular account number to view the mapped transactions.  
OR  
Click **Edit** to update transaction mapping.  
OR  
Click **Cancel** to cancel the transaction.
10. Click **Edit** to update the **Party Account Access** account mapping for new accounts and existing accounts.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

## 16.3 Party Account Access - Edit

The Bank Administrator gets a request with the list of account(s) and transactions for which access details needs to be edited for the party.

### To edit account and transaction access for the party:

1. In the **Party ID** field, enter the party id of the user.  
OR  
In the **Party Name** field, enter the party name of the user.
2. Click **Search**. For a searched party, two sections **Own Account Mapping Summary** and **Linked Party Account Mapping Summary** appears.  
Linked party account mapping will only be available if the selected party has Party to Party Linkage maintained.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
3. If there is no mapping done for a party (own/ linked), the message **No Accounts mapped for the party** with **Map** appears.
4. Click **Account Type** i.e. CASA / TD / Loans in the summary details for the party, which will navigate to the view page.  
All the accounts held by the selected party as a relationship with the bank as available in the core banking system will be fetched and displayed in the respective categories i.e. CASA, Term Deposits and Loans.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to 'Dashboard'.
5. In case of mapping of linked party accounts to the parent party, select on the account type in the linked party summary section.
6. Navigate to the specific category tab viz. CASA, Term Deposits, Loans etc., the administrator can view both the accounts for which access has been provided and the ones for which access is not provided.
7. Click **Edit**. The **Party Account Access - Edit** screen appears.  
This enables the selection and de-selection option against the accounts and also allow changing the map accounts from Auto to Manual and vice-versa.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.
8. Click Account Type for which you want to edit the mapping of the accounts.
9. The cookie message displayed indicating the administrator that account mapping for other category tabs can be viewed by visiting the respective tabs.

## Party Account Access (Own Account Mapping) - Edit

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🔍 447 📧 Logout

**Party Account Access**

---

**Edit**

Party ID: 000824  
Party Name: ashok r.jain

---

**Account Mapping**

Current & Savings | Term Deposit | Loans

---

**New Accounts**

Map Accounts (?) Auto Manual

---

**Existing Accounts**

Map All Accounts

	Account Number	Currency	Product Name	Account Status
<input checked="" type="checkbox"/>	AT30008240014	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008240025	GBP	Savings Account - Regular	ACTIVE

Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs ✕

Next
Cancel
Back

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## Party Account Access (Linked Party Account Mapping) – Edit

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🔍 447 📧 Logout

**Party Account Access**

---

**Edit**

Parent Party ID: 000814  
Parent Party Name: NATRAJ INDUSTRIES

>

Linked Party ID: 000875  
Linked Party Name: NATRAJ INDUSTRIES

---

**Linked Party Account Mapping**

Current & Savings | Term Deposit | Loans

---

**New Accounts**

Map Accounts (?) Auto Manual

---

**Existing Accounts**


Map All Accounts

	Account Number	Currency	Product Name	Account Status
<input checked="" type="checkbox"/>	AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE

Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs ✕

Next
Cancel
Back

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10. To map the new accounts, select appropriate option from **Map Accounts** field;  
Select **Auto** if you wish to allow access to all future CASA/ Term Deposit/ Loans accounts.  
OR  
Select **Manual** if you wish to allow specific access to all future CASA/ Term Deposit/ Loans accounts.
11. Select the respective check boxes preceding the **Account Number** to be mapped.  
OR  
Select **Map All Accounts**, if you want to map all the account numbers.
12. Click **Next**. The **Party Account Access - Edit** screen with mapped transaction - account appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.
13. To map the transactions to the account, click  against the particular account number to view the transaction mapping.
14. Select the respective check boxes preceding the transaction to be mapped.  
OR  
Select **Map All Transactions**, if you want to map all the transactions to all accounts.



## Party Account Access - Transaction- Account Mapping (Own Account Mapping) - Edit

ZigBank
Logout

**Party Account Access**

**Edit**

Party ID: 000824  
Party Name: ashok r jain

**Transaction Mapping**

Current & Savings | Term Deposit | Loans

Map All Transactions to All Accounts

Account Number	Currency	Product Name	Account Status
AT30008240014	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/> Map All Transactions <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loans                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loan Settlement</li> </ul> </li> <li><input checked="" type="checkbox"/> CASA                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Cheque Book Request</li> <li><input checked="" type="checkbox"/> Payments Inquiries                                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Inward Remittances</li> <li><input checked="" type="checkbox"/> Letter Of Credit   <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Letter Of Credit Create</li> </ul> </li> </ul> </li> <li><input checked="" type="checkbox"/> Payments                                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Internal Transfer</li> <li><input checked="" type="checkbox"/> International Draft</li> <li><input checked="" type="checkbox"/> Bill Payment</li> <li><input checked="" type="checkbox"/> External Transfer</li> </ul> </li> <li><input checked="" type="checkbox"/> File Upload                                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> International Payment</li> <li><input checked="" type="checkbox"/> Mixed Payment</li> </ul> </li> <li><input checked="" type="checkbox"/> Term Deposits                                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> New Deposit</li> </ul> </li> <li><input checked="" type="checkbox"/> All Inquiry Transactions                                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> CASA Inquiries</li> </ul> </li> </ul> </li></ul>			
AT30008240025	GBP	Savings Account - Regular	ACTIVE

Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs

Save
Cancel
Back

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## Party Account Access - Transaction- Account Mapping (Linked Party Account Mapping) - Edit

Party Account Access

**Edit**

Parent Party ID: 000814  
Parent Party Name: NATRAJ INDUSTRIES

Linked Party ID: 000875  
Linked Party Name: NATRAJ INDUSTRIES

**Transaction Mapping for Linked Party Accounts**

Current & Savings | Term Deposit | Loans

Map All Transactions to All Accounts

Account Number	Currency	Product Name	Account Status
AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/> Map All Transactions			
<input checked="" type="checkbox"/> Loans			
<input checked="" type="checkbox"/> Loan Settlement			
<input checked="" type="checkbox"/> CASA			
<input checked="" type="checkbox"/> Cheque Book Request		<input checked="" type="checkbox"/> Stop/Unblock-Cheque	<input checked="" type="checkbox"/> Request Demand Deposit Statement
<input checked="" type="checkbox"/> Payments Inquiries		<input checked="" type="checkbox"/> Inward Remittances	<input checked="" type="checkbox"/> Outward Remittances
<input checked="" type="checkbox"/> Letter Of Credit		<input checked="" type="checkbox"/> Upcoming Payments	
<input checked="" type="checkbox"/> Letter Of Credit Create			
<input checked="" type="checkbox"/> Payments			
<input checked="" type="checkbox"/> Internal Transfer		<input checked="" type="checkbox"/> Domestic Payment	<input checked="" type="checkbox"/> PeerToPeer Transfer
<input checked="" type="checkbox"/> International Draft		<input checked="" type="checkbox"/> Self Transfer	<input checked="" type="checkbox"/> Instruction Cancellation
<input checked="" type="checkbox"/> Bill Payment		<input checked="" type="checkbox"/> Domestic Draft	<input checked="" type="checkbox"/> International Payout
<input checked="" type="checkbox"/> External Transfer			
<input checked="" type="checkbox"/> File Upload			
<input checked="" type="checkbox"/> International Payment		<input checked="" type="checkbox"/> Internal Transfer	<input checked="" type="checkbox"/> Domestic Payment
<input checked="" type="checkbox"/> Mixed Payment			
<input checked="" type="checkbox"/> Term Deposits			
<input checked="" type="checkbox"/> New Deposit		<input checked="" type="checkbox"/> TD Top UP	
<input checked="" type="checkbox"/> All Inquiry Transactions			
<input checked="" type="checkbox"/> CASA Inquiries			
AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE

Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs

**Save** **Cancel** **Back**

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15. Click **Save** to save the changes.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.
16. The **Party Account Access - Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to edit the transaction.  
OR  
Click **Cancel** to cancel the transaction.

17. The screen with success message appears. Click **OK** to complete the transaction.

## 16.4 Party Account Access - Delete

The Bank Administrator gets a request with the party information for which access details needs to be deleted. As part of this option, own account mapping and/or linked party account mapping can be deleted.

### To delete account and transaction access for the party:

1. In the **Party ID** field, enter the party id of the user.  
OR  
In the **Party Name** field, enter the party name of the user.
2. Click **Search**. For a searched party, two sections **Own Account Mapping Summary** and **Linked Party Account Mapping Summary** appears.  
Linked party account mapping will only be available if the selected party has Party to Party Linkage maintained.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
3. If there is no mapping done for a party (own/ linked), the message **No Accounts mapped for the party** with **Map** appears.
4. Click **Account Type** i.e. CASA / TD / Loans in the summary details for the party, which will navigate to the view page.  
All the accounts held by the selected party as a relationship with the bank as available in the core banking system will be fetched and displayed in the respective categories i.e. CASA, Term Deposits and Loans.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to 'Dashboard'.
5. In case of mapping of linked party accounts to the parent party, select on the account type in the linked party summary section.
6. Navigate to the specific category tab viz. CASA, Term Deposits, Loans etc., the administrator can view both the accounts for which access has been provided and the ones for which access is not provided.
7. Click **Delete**. The application prompt the administrator with a message Are you sure you want to delete Party Account Access setup for linked Party ID – Party name with an option of Yes / No.
8. Click **Yes** to proceed with the deletion request.  
It will navigate to confirmation page with a success message and the status.  
OR  
Click **No** if you do not wish to proceed with deletion.
9. The success message and the status appear.
10. Click **OK** to complete the transaction.

## **FAQs**

1. **Is it necessary to setup Party Account Access Management before setting up User Account Access?**

Yes. The party account access management setup must be done before the user level mapping of accounts and transactions.

2. **What is the significance of Auto and Manual option in 'Map Accounts'?**

This feature allows the administrator to configure access policies for accounts and associated transactions which may get added subsequently in the future.

Auto: Gives access to the newly added accounts and transactions of the party as soon as the account is opened. This option can be selected whenever bank administrator wishes to provide access by default

Manual: Denies the newly added accounts and transactions by default. This is to ensure that access to accounts and transactions is provided only upon receiving specific instructions from corporates

3. **Party Account Access has not been maintained for the party for Own or Linked party, still there is no 'Map' button available?**

It is possible that the channel access and/or party preferences has not been maintained for the party whose accounts needs to be provided for access to the selected party. There will be an appropriate message provided to the user below the party details. Before proceeding with account access, administrator can visit 'Party Preferences' screen and maintain the preferences and/or channel access for the party.

4. **Will Party Account Access – Deletion for a party (Own/Linked) lead to automatic deletion of User Account Access?**

Yes. Deletion of account access for a party will lead to automatic deletion of access for the users of that party.

5. **If I remove access of account(s) and transaction(s) for a party, will it lead to automatic access removal for the users of that party**

Yes. Access removal at party level for an account and/or transaction will automatically remove access at user level of the selected party.

6. **Have mapped/edited/deleted party account access for a party but it is not reflecting in the system even after a successful maintenance save message?**

There is a possibility that the maintenance is saved but the status is 'Pending Approval'. For the maintenance, if there is an approval required then the changes will reflect only once the approver(s) approve the submitted request.

If the setup does not require an approval workflow or is self / auto approved, then the same will reflect immediately.

[Home](#)

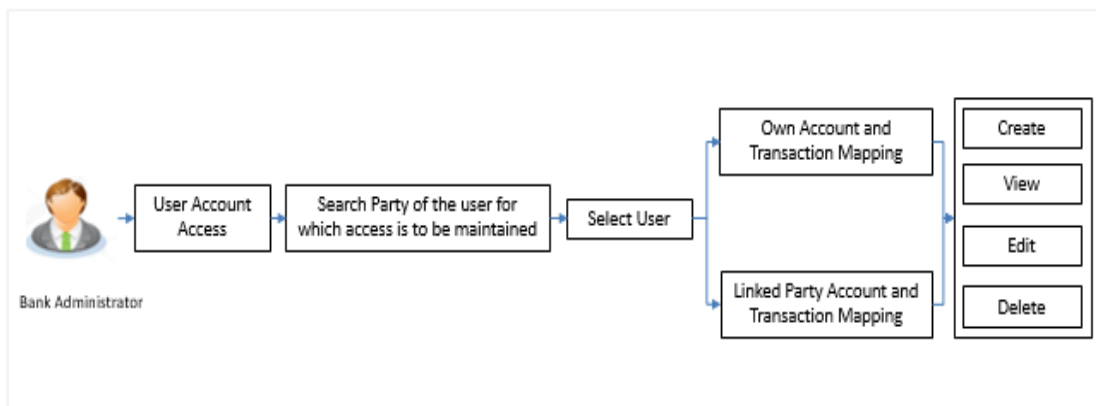
## 17. User Account Access

Using this option the Bank Administrator can set up account and transaction access for user(s) of the corporate party. This maintenance can be done only after the Party Account Access is setup for the party of the user(s). The user level mapping of accounts and transactions must be done in order to provide access to the accounts for performing transactions to the specific user. If this step is not followed, the corresponding user will not be able to view any accounts on the dashboard screen or at the individual transactions.

### Pre-Requisites

- Account Access should be maintained for the party of the user for which access is to be maintained
- Account Access for the party should be maintained for linked party accounts if the user needs access to linked party accounts.
- Party preferences should be created for the party of the user for which access is to be maintained
- Channel Access should be enabled for party of the user for which account access is to be maintained
- Transaction access is provided to Bank Administrator.
- Approval rule set up for Bank Administrator to perform the actions.

### Workflow



### Features Supported In Application

The following options are available as part of this maintenance:

- User Account Access - Mapping (Own accounts and linked party accounts)
- User Account Access – View (Own accounts and linked party accounts)
- User Account Access - Edit (Own accounts and linked party accounts)
- User Account Access - Delete (Own Accounts and linked party accounts)

**How to reach here:**

*Administration Dashboard > Account Access > User Account Access*

OR

*Administration Dashboard > Quick Links > User Account Access*

## 17.1 User Account Access - Mapping (Create)

The Bank Administrator gets a request with the list of account(s) and transactions for which access needs to be provided to the user of a specific party.

### To provide the user with account and transaction access:

1. In the **Party ID** field, enter the party id of the user.  
OR  
In the **Party Name** field, enter the party name of the user.
2. Click **Search**.  
For a searched party, there will be a list of users displayed with information like user ID, contact details of the user and an indicator whether there is an account mapping done for the user.  
Click on user ID to navigate to **Account Access summary** section with two sections **Own Account Mapping Summary** and **Linked Party Account Mapping Summary**. Linked party account mapping will only be available if the selected party has Party to Party Linkage maintained.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.  
The **User Account Access** screen with search results appears.

### User Account Access – Search

The screenshot shows the 'User Account Access' search interface. At the top, there is a dark blue header with the ZigBank logo on the left and search, notification (445), and Logout icons on the right. Below the header, the main content area is titled 'User Account Access'. It contains two input fields: 'Party ID' and 'Party Name'. Below these fields are three buttons: 'Search' (highlighted in blue), 'Cancel', and 'Clear'. At the bottom of the page, there is a dark blue footer with the text: 'Copyright © ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

## User Account Access - Search Result

ZigBank
Logout

**User Account Access**

Party ID: 000814  
Party Name: NATRAJ INDUSTRIES

**Search Results**

Initials	User ID	Contact Details	Mapping
AJ	ajauth AshokJain	ashok.jain@oracle.com 9967184057	✓
MG	ajauth1 MustufaGari	nelson.dsouza@oracle.com 9833441801	✓
DR	ajauth2 DyaneshwarRaskar	nelson.dsouza@oracle.com 9833441801	✓
WD	ajauth3 WilsonDsouza	nelson.dsouza@oracle.com 9833441801	✓
AD	ajauth4 AllisonDsouza	nelson.dsouza@oracle.com 9833441801	✓
JD	ajauth5 JohnsonDsouza	nelson.dsouza@oracle.com 9833441801	✓
AJ	ajcorp AshokJain	ashok.jain@oracle.com 9967184060	✓
AJ	ajinit AshokJain	ashok.jain@oracle.com 9967184056	✓
ND	ndcamaker NelsonDsouza	nelson.dsouza@oracle.com 9833441801	✓
AD	ndcachecker1 AllisonDsouza	nelson.dsouza@oracle.com 9833441801	📄
JD	ndcamaker1 JohnsonDsouza	nelson.dsouza@oracle.com 9833441801	📄
ND	ndcorpdmaker NelsonDsouza	nelson.dsouza@oracle.com 9833441801	📄
MM	NIMaker1 Maker 1Maker	nelson.dsouza@oracle.com 9833441801	📄
SP	sagar0002@test.com SagarPatange	sagar0002@test.com 9998880002	📄

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## User Account Access – Summary Page

The screenshot displays the 'User Account Access' summary page. At the top, the ZigBank logo and navigation icons are visible. The main content area is divided into several sections:

- User Account Access Details:**
  - Party ID: 000814
  - Party Name: NATRAJ INDUSTRIES
  - User ID: ajauth2
  - User Name: Dyaneshwar Raskar
- Own Account Mapping Summary:** A table showing the distribution of accounts for the user.

Account Type	Total Number of Accounts	Number of Accounts Mapped
<a href="#">Current &amp; Savings</a>	8	8
<a href="#">Term Deposits</a>	24	24
<a href="#">Loans</a>	1	1
- Linked Party Account Mapping Summary:** A section for 'NATRAJ INDUSTRIES' showing 'No Accounts mapped to the user for this linked party' and a 'Map' button.

At the bottom of the page, there are 'Cancel' and 'Back' buttons, and a footer with copyright information: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Party ID</b>	The party ID searched by the Bank Administrator.
<b>Party Name</b>	The name of the party.
<b>User ID</b>	User ID of the selected user.
<b>User Name</b>	User name of the selected user
<b>OWN ACCOUNT MAPPING SUMMARY</b>	
<b>Account Type</b>	All account types available under the party. The account type can be: <ul style="list-style-type: none"> <li>• Current and Savings</li> <li>• Term Deposits</li> <li>• Loans</li> </ul>
<b>Total Number of Accounts</b>	Total number of accounts available under the party.
<b>Number of Accounts Mapped</b>	Number of accounts mapped to the particular account type.
<b>LINKED PARTY ACCOUNT MAPPING SUMMARY</b>	
Click on <b>Account Type</b> to view the respective mapping details.	



3. If there is no mapping done for the user for a party (own/ linked), there will be a message **No Accounts mapped for the party** with **Map**.
4. If the access for the party to which the user belongs to is not done, then there will be no **Map** button.
5. Click **Map**. The **User Account Access - Create** screen appears.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.
6. All the accounts held by the selected party as a relationship with the bank as available in the core banking system will be fetched and displayed in the respective categories i.e. CASA, Term Deposits and Loans.  
In case of mapping of linked party accounts to the user, bank administrator will select the parent party as part of party search section, select the user of the parent party and click **Map** against the linked party of which account access is to be provided.
7. Navigate to the specific category tab viz. CASA, Term Deposits, Loans etc., and select a global check box of **Map all accounts** to enable all the existing accounts under the selected category for channel banking (on screen, it will serve as a **Select All** function).  
OR  
If specific accounts are required to be given access to the user, then the bank administrator needs to select the respective check boxes preceding the account number.
8. Select **Apply Party Level Changes Automatically** to automatically apply the party changes.  
The cookie message appears indicating the administrator that account mapping for other category tabs can be done by visiting the respective tabs.

## User Account Access - Account Mapping (Own Account Mapping) - Create

☰ ZigBank
🔍 445 📧 Logout

**User Account Access**

---

**Create**

Party ID: 000814  
 Party Name: NATRAJ INDUSTRIES  
 User ID: advait\_natraj  
 User Name: Advait Dighe

---

**Account Mapping**

Apply Party Level Changes Automatically  
 Map All Accounts

	Account Number	Currency	Product Name	Account Status
<input checked="" type="checkbox"/>	AT30008140018	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140020	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140031	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140064	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008140075	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008140042	USD	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140053	USD	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140086	USD	ISLAMIC_SAVIN	ACTIVE

Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs

Next
Cancel
Back

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## User Account Access - Account Mapping (Linked Account Mapping) - Create

The screenshot displays the 'User Account Access - Create' interface. At the top, the ZigBank logo and navigation icons are visible. The main content area is titled 'User Account Access' and contains the following sections:

- Create**: A form showing the mapping between a Parent Party and a Linked Party.
 

Parent Party ID	000814	>	Linked Party ID	000875
Parent Party Name	NATRAJ INDUSTRIES		Linked Party Name	NATRAJ INDUSTRIES
User ID	advait_natraj			
User Name	Advait Dighe			
- Linked Party Account Mapping**: A section with tabs for 'Current & Savings', 'Term Deposit', and 'Loans'. Under 'Current & Savings', there are two checked options: 'Apply Party Level Changes Automatically' and 'Map All Accounts'. Below these is a table of mapped accounts:
 

	Account Number	Currency	Product Name	Account Status
<input checked="" type="checkbox"/>	AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE
- A footer note: 'Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs'.
- Navigation buttons: 'Next' (highlighted in blue), 'Cancel', and 'Back'.

At the bottom of the page, there is a copyright notice: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

- Click **Next**. The **User Account Access - Create** (Transaction Mapping) screen appears.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.

## User Account Access - Transaction- Account Mapping (Own Account Mapping)-Create

ZigBank
445 Logout

**User Account Access**

**Create**

Parent Party ID	000814	>	Linked Party ID	000875
Parent Party Name	NATRAJ INDUSTRIES		Linked Party Name	NATRAJ INDUSTRIES
User ID	advait_natraj			
User Name	Advait Dighe			

**Transaction Mapping for Linked Party Accounts**

Current & Savings
Term Deposit
Loans

Map All Transactions to All Accounts

Account Number	Currency	Product Name	Account Status
AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
<div style="margin-left: 20px;"> <input checked="" type="checkbox"/> Map All Transactions                             <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loans                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loan Settlement</li> </ul> </li> <li><input checked="" type="checkbox"/> CASA                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Cheque Book Request</li> </ul> </li> <li><input checked="" type="checkbox"/> Payments Inquiries                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Inward Remittances</li> </ul> </li> <li><input checked="" type="checkbox"/> Letter Of Credit                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Letter Of Credit Create</li> </ul> </li> <li><input checked="" type="checkbox"/> Payments                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Internal Transfer</li> <li><input checked="" type="checkbox"/> International Draft</li> <li><input checked="" type="checkbox"/> Bill Payment</li> <li><input checked="" type="checkbox"/> External Transfer</li> </ul> </li> <li><input checked="" type="checkbox"/> File Upload                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> International Payment</li> <li><input checked="" type="checkbox"/> Mixed Payment</li> </ul> </li> <li><input checked="" type="checkbox"/> Term Deposits                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> New Deposit</li> </ul> </li> <li><input checked="" type="checkbox"/> All Inquiry Transactions                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> CASA Inquiries</li> </ul> </li> </ul> </div>			
AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE

Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs

Save
Cancel
Back

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## User Account Access - Transaction- Account Mapping (Linked Account)-Create

**Create**

Parent Party ID: 000814  
Parent Party Name: NATRAJ INDUSTRIES

Linked Party ID: 000875  
Linked Party Name: NATRAJ INDUSTRIES

User ID: advait\_natraj  
User Name: Advait Dighe

**Transaction Mapping for Linked Party Accounts**

Current & Savings | Term Deposit | Loans

Map All Transactions to All Accounts

Account Number	Currency	Product Name	Account Status
AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/> Map All Transactions <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loans                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loan Settlement</li> </ul> </li> <li><input checked="" type="checkbox"/> CASA                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Cheque Book Request</li> </ul> </li> <li><input checked="" type="checkbox"/> Payments Inquiries                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Inward Remittances</li> <li><input checked="" type="checkbox"/> Outward Remittances</li> </ul> </li> <li><input checked="" type="checkbox"/> Letter Of Credit                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Letter Of Credit Create</li> </ul> </li> <li><input checked="" type="checkbox"/> Payments                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Internal Transfer</li> <li><input checked="" type="checkbox"/> International Draft</li> <li><input checked="" type="checkbox"/> Bill Payment</li> <li><input checked="" type="checkbox"/> External Transfer</li> </ul> </li> <li><input checked="" type="checkbox"/> File Upload                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> International Payment</li> <li><input checked="" type="checkbox"/> Mixed Payment</li> </ul> </li> <li><input checked="" type="checkbox"/> Term Deposits                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> New Deposit</li> </ul> </li> <li><input checked="" type="checkbox"/> All Inquiry Transactions                         <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> CASA Inquiries</li> </ul> </li> </ul>			
AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE

Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs

**Save** **Cancel** **Back**

### Field Description

#### Field Name

#### Description

**Party ID**

The party ID searched by the Bank Administrator.


**Party Name**

The name of the party.

**User ID**

User ID of the selected user.

Field Name	Description
<b>User Name</b>	User name of the selected user.
<b>Account Mapping</b>	
<b>CASA/ Term Deposits/ Loans</b>	
<b>Apply Party Level Changes Automatically</b>	User will get access to accounts that are allowed/disallowed at the party level.
<b>Map All Transactions to All Accounts</b>	Mapping all the transactions to all the existing accounts.
<b>Account Number</b>	List of account numbers present in a particular account type.
<b>Currency</b>	Account currency.
<b>Product Name</b>	Name of the product.
<b>Account Status</b>	Status of the account access for the party

10. To map the transactions to the account, click  against the particular account number to view the transaction mapping.
11. Select the respective check boxes preceding the transaction to be mapped.  
OR  
Select **Map All Transactions**, if you want to map all the transactions to all accounts.
12. Select **Apply Party Level Changes Automatically** to automatically apply the party changes.
13. Click **Save**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.
14. The **User Account Access - Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to edit the mapping.  
OR  
Click **Cancel** to cancel the transaction.
15. The screen with success message appears. Click **OK** to complete the transaction.

## 17.2 User Account Access- Search

The Bank Administrator can view the list of account(s) and transactions for which access has been provided to the user.

### To view the account and transaction access:

1. In the **Party ID** field, enter the party ID of the user.  
OR  
In the **Party Name** field, enter the party name of the user.
2. Click **Search**.  
For a searched party, there will be a list of users displayed with information like user ID, contact details of the user and an indicator whether there is an account mapping done for the user.
3. Click on **user ID** to navigate to Account Access summary section for the user with two sections **Own Account Mapping Summary** and **Linked Party Account Mapping Summary**.  
Linked party account mapping will only be available if the selected party has Party to Party Linkage maintained.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
4. Click **Account Type** i.e. CASA / TD / Loans in the summary details for the party, which will navigate to the view page.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to 'Dashboard'.

### Account Access – Search

The screenshot displays the 'User Account Access' search interface on the ZigBank platform. At the top, there is a dark blue header with the ZigBank logo on the left and navigation icons (search, notifications, and logout) on the right. The main content area is white and contains a search form titled 'User Account Access'. The form has two input fields: 'Party ID' and 'Party Name'. Below these fields are three buttons: 'Search' (in blue), 'Cancel' (in grey), and 'Clear' (in grey). At the bottom of the page, there is a dark blue footer with the text 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

## User Account Access - Search Result

Party ID: 000814  
Party Name: NATRAJ INDUSTRIES

**Search Results**

Initials	User ID	Contact Details	Mapping
AJ	ajauth AshokJain	ashok.jain@oracle.com 9967184057	✓
MG	ajauth1 MustufaGari	nelson.dsouza@oracle.com 9833441801	✓
DR	ajauth2 DyaneshwarRaskar	nelson.dsouza@oracle.com 9833441801	✓
WD	ajauth3 WilsonDsouza	nelson.dsouza@oracle.com 9833441801	✓
AD	ajauth4 AllisonDsouza	nelson.dsouza@oracle.com 9833441801	✓
JD	ajauth5 JohnsonDsouza	nelson.dsouza@oracle.com 9833441801	✓
AJ	ajcorp AshokJain	ashok.jain@oracle.com 9967184060	✓
AJ	ajinit AshokJain	ashok.jain@oracle.com 9967184056	✓
ND	ndcamaker NelsonDsouza	nelson.dsouza@oracle.com 9833441801	✓
AD	ndcachecker1 AllisonDsouza	nelson.dsouza@oracle.com 9833441801	📄
JD	ndcamaker1 JohnsonDsouza	nelson.dsouza@oracle.com 9833441801	📄
ND	ndcorpdmaker NelsonDsouza	nelson.dsouza@oracle.com 9833441801	📄
MM	NIMaker1 Maker 1Maker	nelson.dsouza@oracle.com 9833441801	📄
SP	sagar0002@test.com SagarPatange	sagar0002@test.com 9996880002	📄

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## Field Description

## Field Name

## Description

**Party ID**

The party ID searched by the Bank Administrator.

**Party Name**

The name of the party.

**User ID**

User ID of the user of selected party.

**User Name**

User name of the user of the selected party.

**OWN ACCOUNT MAPPING SUMMARY**Click on **Account Type** to view the respective mapping details.



Field Name	Description
<b>Account Type</b>	All account types available under the party. The account type can be: <ul style="list-style-type: none"> <li>• Current and Savings</li> <li>• Term Deposits</li> <li>• Loans</li> </ul>
<b>Total Number of Accounts</b>	Total number of accounts available under the party.
<b>Number of Accounts Mapped</b>	Number of accounts mapped to the particular account type.

#### LINKED PARTY ACCOUNT MAPPING SUMMARY

Click on **Account Type** to view the respective mapping details.

5. Click **Account Type** i.e. CASA/TD/Loan, all the accounts held by the selected party as a relationship with the bank as available in the core banking system will be fetched and displayed in the respective categories i.e. CASA, Term Deposits and Loans.  
In case of mapping of linked party accounts to the parent party, select on the account type in the linked party summary section.
6. The cookie message appears indicating the administrator that account mapping for other category tabs can be done by visiting the respective tabs.
7. Click **Next**. The **User Account Access – View (Transaction Mapping)** screen appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

### User Account Access – View (Own Account Mapping Summary)

**User Account Access**

**View**

Party ID: 000814  
 Party Name: NATRAJ INDUSTRIES  
 User ID: ajauth2  
 User Name: Dyaneshwar Raskar

**Account Mapping**

Current & Savings | Term Deposit | Loans

Apply Party Level Changes Automatically  
 Map All Accounts

	Account Number	Currency	Product Name	Account Status
<input checked="" type="checkbox"/>	AT30008140018	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140020	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140031	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140064	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008140075	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008140042	USD	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140053	USD	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140086	USD	ISLAMIC_SAVIN	ACTIVE

Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs

[Edit](#) [Next](#) [Cancel](#) [Delete](#) [Back](#)

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### User Account Access – View (Linked Party Account Mapping Summary)

**User Account Access**

**View**

Parent Party ID: 000814  
 Parent Party Name: NATRAJ INDUSTRIES

Linked Party ID: 000875  
 Linked Party Name: NATRAJ INDUSTRIES

User ID: advait\_natraj  
 User Name: Advait Dighe

**Linked Party Account Mapping**

Current & Savings | Term Deposit | Loans

Apply Party Level Changes Automatically  
 Map All Accounts

	Account Number	Currency	Product Name	Account Status
<input checked="" type="checkbox"/>	AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE

Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs

[Edit](#) [Next](#) [Cancel](#) [Delete](#) [Back](#)

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>View</b>	
<b>Party ID</b>	The party ID searched by the Bank Administrator.
<b>Party Name</b>	The name of the party.
<b>User ID</b>	User ID of the user of selected party.
<b>User Name</b>	User name of the user of the selected party.
<b>Account Mapping</b>	
<b>CASA/ Term Deposits/ Loans</b>	
<b>Apply Party Level Changes Automatically</b>	User will get access to accounts that are allowed/ disallowed at the party level.
<b>Map All Transactions to All Accounts</b>	Mapping all the transactions to all the existing accounts.
<b>Account Number</b>	List of account numbers present in a particular account type.
<b>Currency</b>	Account currency.
<b>Product Name</b>	Name of the product.
<b>Account Status</b>	Status of the account access for the party

8. Click **Next**. The **User Account Access- View** screen for account selected and transactions enabled for the selected account appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

## User Account Access - Transaction- Own Account Mapping- View

ZigBank
495 Logout

**User Account Access**

---

**View**

Party ID	000814
Party Name	NATRAJ INDUSTRIES
User ID	ajauth2
User Name	Dyaneshwar Raskar

---

**Transaction Mapping**

Current & Savings
Term Deposit
Loans

Map All Transactions to All Accounts

Account Number	Currency	Product Name	Account Status
▶ AT30008140018	GBP	Savings Account - Regular	ACTIVE
▶ AT30008140020	GBP	Savings Account - Regular	ACTIVE
▶ AT30008140031	GBP	Savings Account - Regular	ACTIVE
▶ AT30008140064	GBP	ISLAMIC_SAVIN	ACTIVE
▶ AT30008140075	GBP	ISLAMIC_SAVIN	ACTIVE
▶ AT30008140042	USD	Savings Account - Regular	ACTIVE
▶ AT30008140053	USD	Savings Account - Regular	ACTIVE
▶ AT30008140086	USD	ISLAMIC_SAVIN	ACTIVE

Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs ✕

Edit
Cancel
Back

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## User Account Access - Transaction- Account Mapping (Linked Account Mapping) - View


The screenshot displays the 'User Account Access' page on the ZigBank portal. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification bell with '445', and a 'Logout' button. Below the navigation bar, the page title 'User Account Access' is visible. The main content area is divided into sections:

- View**: This section shows the mapping between a Parent Party and a Linked Party.
 

Parent Party ID	000814	Linked Party ID	000875
Parent Party Name	NATRAJ INDUSTRIES	Linked Party Name	NATRAJ INDUSTRIES
User ID	advait_natraj		
User Name	Advait Dighe		
- Transaction Mapping for Linked Party Accounts**: This section has three tabs: 'Current & Savings', 'Term Deposit', and 'Loans'. A checkbox 'Map All Transactions to All Accounts' is present. Below this is a table of accounts with transaction mapping options.
 

Account Number	Currency	Product Name	Account Status
AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/> Map All Transactions <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loans               <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loan Settlement</li> </ul> </li> <li><input checked="" type="checkbox"/> CASA               <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Cheque Book Request</li> </ul> </li> <li><input checked="" type="checkbox"/> Payments Inquiries               <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Inward Remittances</li> </ul> </li> <li><input checked="" type="checkbox"/> Letter Of Credit               <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Letter Of Credit Create</li> </ul> </li> <li><input checked="" type="checkbox"/> Payments               <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Internal Transfer</li> <li><input checked="" type="checkbox"/> International Draft</li> <li><input checked="" type="checkbox"/> Bill Payment</li> <li><input checked="" type="checkbox"/> External Transfer</li> </ul> </li> <li><input checked="" type="checkbox"/> File Upload               <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> International Payment</li> <li><input checked="" type="checkbox"/> Mixed Payment</li> </ul> </li> <li><input checked="" type="checkbox"/> Term Deposits               <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> New Deposit</li> </ul> </li> <li><input checked="" type="checkbox"/> All Inquiry Transactions               <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> CASA Inquiries</li> </ul> </li> </ul>			
AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE

At the bottom of the mapping section, there are three buttons: 'Edit', 'Cancel', and 'Back'. A footer note states: 'Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs'. The page footer contains the copyright information: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

9. Click  against the particular account number to view the mapped transactions.  
OR  
Click **Edit** to update transaction mapping.  
OR  
Click **Cancel** to cancel the transaction.
10. Click **Edit** to update the **User Account Access** account mapping for new accounts and existing accounts.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

## 17.3 User Account Access - Edit

The Bank Administrator gets a request with the list of account(s) and transactions for which access details needs to be edited for a selected user of the party.

### To edit account and transaction access for the user:

1. In the **Party ID** field, enter the party id of the user.  
OR  
In the **Party Name** field, enter the party name of the user.
2. Click **Search**.  
For a searched party, there will be a list of users displayed with information like user ID, contact details of the user and an indicator whether there is an account mapping done for the user.
3. Click on **user ID** to navigate to Account Access summary section for the user with two sections **Own Account Mapping Summary** and **Linked Party Account Mapping Summary**.  
Linked party account mapping will only be available if the selected party has Party to Party Linkage maintained.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
4. Click **Account Type** i.e. CASA / TD / Loans in the summary details for the party, which will navigate to the view page.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to 'Dashboard'.
5. In case of mapping of linked party accounts to the parent party, select on the account type in the linked party summary section.
6. Navigate to the specific category tab viz. CASA, Term Deposits, Loans etc., the administrator can view both the accounts for which access has been provided and the ones for which access is not provided.
7. Click **Edit**. The **User Account Access - Edit** screen appears.  
This enables the selection and de-selection option against the accounts. There is also an option to edit checkbox '**Apply Party Level Changes Automatically**' to apply/ remove the party changes.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.
8. Click **Account Type** for which you want to edit the mapping of the accounts.  
The cookie message displayed indicating the administrator that account mapping for other category tabs can be viewed by visiting the respective tabs.

### User Account Access (Own Account Mapping) – Edit

**User Account Access**

**Edit**

Party ID: 000814  
 Party Name: NATRAJ INDUSTRIES  
 User ID: ajauth2  
 User Name: Dyaneshwar Raskar

**Account Mapping**

Current & Savings | Term Deposit | Loans

Apply Party Level Changes Automatically  
 Map All Accounts

	Account Number	Currency	Product Name	Account Status
<input checked="" type="checkbox"/>	AT30008140018	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140020	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140031	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140064	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008140075	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008140042	USD	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140053	USD	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/>	AT30008140086	USD	ISLAMIC_SAVIN	ACTIVE

Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs

Next Cancel Back

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### User Account Access (Linked Party Account Mapping) – Edit

**User Account Access**

**Edit**

Parent Party ID: 000814  
 Parent Party Name: NATRAJ INDUSTRIES

Linked Party ID: 000875  
 Linked Party Name: NATRAJ INDUSTRIES

User ID: advait\_natraj  
 User Name: Advait Dighe

**Linked Party Account Mapping**

Current & Savings | Term Deposit | Loans


Apply Party Level Changes Automatically  
 Map All Accounts

	Account Number	Currency	Product Name	Account Status
<input checked="" type="checkbox"/>	AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/>	AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE

Account Mapping for Current & Saving, Term Deposit and Loans can be viewed by visiting the respective Account Type tabs

Next Cancel Back

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9. Select the respective check boxes preceding the **Account Number** to be mapped.  
OR  
Select **Map All Accounts**, if you want to map all the account numbers.  
Select/Unselect checkbox '**Apply Party Level Changes Automatically**' to apply/remove the party changes.
10. Click **Next**. The **User Account Access - Edit** screen with mapped account appears.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.
11. To map the transactions to the account, click  against the particular account number to view the transaction mapping.
12. Select the respective check boxes preceding the transaction to be mapped.  
OR  
Select **Map All Transactions**, if you want to map all the transactions to all accounts.



## User Account Access - Transaction- Account Mapping (Own Account Mapping) - Edit

ZigBank
Logout

**User Account Access**

**Edit**

Party ID: 000814  
 Party Name: NATRAJ INDUSTRIES  
 User ID: ajauth2  
 User Name: Dyadeshwar Raskar

**Transaction Mapping**

Current & Savings | Term Deposit | Loans

Map All Transactions to All Accounts

Account Number	Currency	Product Name	Account Status
AT30008140018	GBP	Savings Account - Regular	ACTIVE
<input checked="" type="checkbox"/> Map All Transactions <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loans                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loan Settlement</li> </ul> </li> <li><input checked="" type="checkbox"/> CASA                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Cheque Book Request</li> </ul> </li> <li><input checked="" type="checkbox"/> Payments Inquiries                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Inward Remittances</li> <li><input checked="" type="checkbox"/> Letter Of Credit</li> <li><input checked="" type="checkbox"/> Letter Of Credit Create</li> </ul> </li> <li><input checked="" type="checkbox"/> Payments                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Internal Transfer</li> <li><input checked="" type="checkbox"/> International Draft</li> <li><input checked="" type="checkbox"/> Bill Payment</li> <li><input checked="" type="checkbox"/> External Transfer</li> </ul> </li> <li><input checked="" type="checkbox"/> File Upload                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> International Payment</li> <li><input checked="" type="checkbox"/> Mixed Payment</li> </ul> </li> <li><input checked="" type="checkbox"/> Term Deposits                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> New Deposit</li> </ul> </li> <li><input checked="" type="checkbox"/> All Inquiry Transactions                                     <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> CASA Inquiries</li> </ul> </li> </ul>			
AT30008140020	GBP	Savings Account - Regular	ACTIVE
AT30008140031	GBP	Savings Account - Regular	ACTIVE
AT30008140064	GBP	ISLAMIC_SAVIN	ACTIVE
AT30008140075	GBP	ISLAMIC_SAVIN	ACTIVE
AT30008140042	USD	Savings Account - Regular	ACTIVE
AT30008140053	USD	Savings Account - Regular	ACTIVE
AT30008140086	USD	ISLAMIC_SAVIN	ACTIVE

Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs

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## User Account Access - Transaction- Account Mapping (Linked Party Account Mapping) - Edit

**Edit**

Parent Party ID: 000814  
Parent Party Name: NATRAJ INDUSTRIES

Linked Party ID: 000875  
Linked Party Name: NATRAJ INDUSTRIES

User ID: advait\_natraj  
User Name: Advait Dighe

**Transaction Mapping for Linked Party Accounts**

Current & Savings | Term Deposit | Loans

Map All Transactions to All Accounts

Account Number	Currency	Product Name	Account Status
AT30008750010	GBP	ISLAMIC_SAVIN	ACTIVE
<input checked="" type="checkbox"/> Map All Transactions <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loans             <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Loan Settlement</li> </ul> </li> <li><input checked="" type="checkbox"/> CASA             <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Cheque Book Request</li> <li><input checked="" type="checkbox"/> Payments Inquiries</li> <li><input checked="" type="checkbox"/> Inward Remittances</li> <li><input checked="" type="checkbox"/> Letter Of Credit</li> <li><input checked="" type="checkbox"/> Letter Of Credit Create</li> <li><input checked="" type="checkbox"/> Payments                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Internal Transfer</li> <li><input checked="" type="checkbox"/> International Draft</li> <li><input checked="" type="checkbox"/> Bill Payment</li> <li><input checked="" type="checkbox"/> External Transfer</li> </ul> </li> <li><input checked="" type="checkbox"/> File Upload                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> International Payment</li> <li><input checked="" type="checkbox"/> Mixed Payment</li> </ul> </li> <li><input checked="" type="checkbox"/> Term Deposits                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> New Deposit</li> </ul> </li> <li><input checked="" type="checkbox"/> All Inquiry Transactions                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> CASA Inquiries</li> </ul> </li> </ul> </li></ul>			
AT30008750021	GBP	ISLAMIC_SAVIN	ACTIVE
AT30008750032	USD	ISLAMIC_SAVIN	ACTIVE

Transaction Mapping for each of the accounts can be viewed by visiting the respective Account Type tabs

**Save** **Cancel** **Back**

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13. Click **Save**.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.
14. The **User Account Access - Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to edit the transaction.

OR  
Click **Cancel** to cancel the transaction.

15. The **User Account Access - Confirmation** screen with success message appears.
16. Click **OK** to complete the transaction.

## 17.4 User Account Access - Delete

The Bank Administrator gets a request with the user information of a party for which access details needs to be deleted. As part of this option, own account mapping and/or linked party account mapping can be deleted for a user.

### To delete account and transaction access for the user:

1. In the **Party ID** field, enter the party id of the user.  
OR  
In the **Party Name** field, enter the party name of the user.
2. Click **Search**.  
For a searched party, there will be a list of users displayed with information like user ID, contact details of the user and an indicator whether there is an account mapping done for the user.
3. Click on **user ID** to navigate to Account Access summary section for the user with two sections **Own Account Mapping Summary** and **Linked Party Account Mapping Summary**.  
Linked party account mapping will only be available if the selected party has Party to Party Linkage maintained.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
4. Click **Account Type** i.e. CASA / TD / Loans in the summary details for the party, which will navigate to the view page.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate back to 'Dashboard'.
5. In case of mapping of linked party accounts to the parent party, select on the account type in the linked party summary section.
6. Navigate to the specific category tab viz. CASA, Term Deposits, Loans etc., the administrator can view both the accounts for which access has been provided and the ones for which access is not provided.
7. Click **Delete**.  
The application will prompt the administrator with a deletion message with an option of Yes / No.
8. Click **Yes** to proceed with the deletion request. It will navigate to confirmation page with a success message and the status.  
OR  
Click **No** if you do not wish to proceed with deletion.
9. Click **OK** to complete the transaction.

## **FAQs**

**1. Is it necessary to setup Party Account Access Management before setting up User Account Access?**

Yes. The party account access management setup must be done before the user level mapping of accounts and transactions.

**2. User Account Access has not been maintained for the user for Own or Linked party, still there is no 'Map' button available?**

It is possible that the account access maintenance has not been done for the party to which the user belongs to. In such a case, bank admin will need to maintain account access for the party and only then proceed with User Account Access.

**3. Will Party Account Access – Deletion for a party (Own/Linked) lead to automatic deletion of User Account Access?**

Yes. Deletion of account access for a party will lead to automatic deletion of access for the users of that party.

**4. If I remove access of account(s) and transaction(s) for a party, will it lead to automatic access removal for the users of that party?**

Yes. Access removal at party level for an account and/or transaction will automatically remove access at user level of the selected party.

**5. Am unable to see some of the account(s) and/or transaction(s) for mapping as part of User Account Access that were available in Party Account Access for the party of the user?**

There is a possibility that these accounts and/or transactions have not been provided access at party level of the selected user. The accounts and transactions that are unmapped at party level will not be visible at user level of the selected party.

**6. Have mapped/edited/deleted user account access for a party but it is not reflecting in the system even after a successful maintenance save message?**

There is a possibility that the maintenance is saved but the status is 'Pending Approval'. For the maintenance, if there is an approval required then the changes will reflect only once the approver(s) approve the submitted request. If the setup does not require an approval workflow or is self / auto approved, then the same will reflect immediately.

[Home](#)

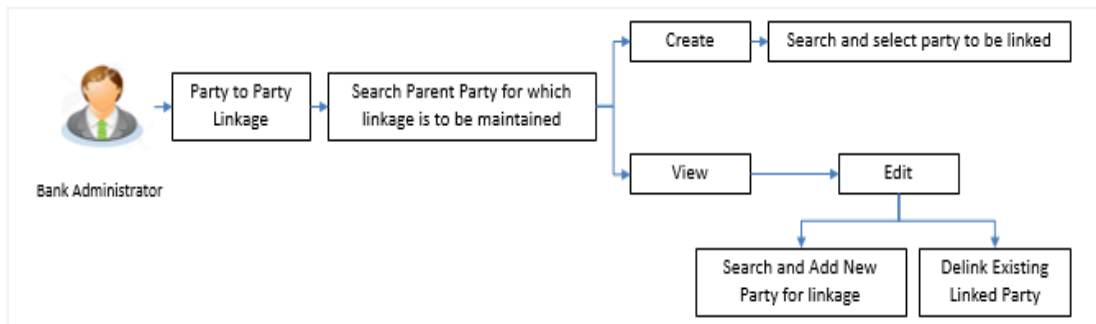
## 18. Party to Party Linkage

Party to Party linkage is required by medium and large corporates if the user(s) of the parent company needs to access accounts of the subsidiary companies. For e.g. consider a case wherein say 'ABC Industries' is the parent company with a subsidiary company 'PQR Enterprises' and the users of ABC Industries needs to access accounts of PQR Enterprises to carry out transactions and/or inquiries. The corporate will provide a mandate/ board resolution to the bank for creation of Party to Party linkage. Bank Administrator will setup a Party to Party linkage by selecting the parent party and the parties to be linked.

### Pre-Requisites

- Transaction access is provided to Bank Administrator.
- Approval rule set up for Bank Administrator to perform the action.
- Party preferences should be maintained for the parent as well as the party to be linked
- Channel Access should be enabled for both the parent as well as the party to be linked

### Workflow



### Features Supported In Application

The following options are available as part of Party to Party linkage maintenance

- Search a party for Party to Party linkage
- Create Party to Party linkage
- View an existing Party to Party Linkage
- Edit and Delink Party to Party Linkage

### How to reach here:

*Administration Dashboard > OnBoarding > Party To Party Linkage*

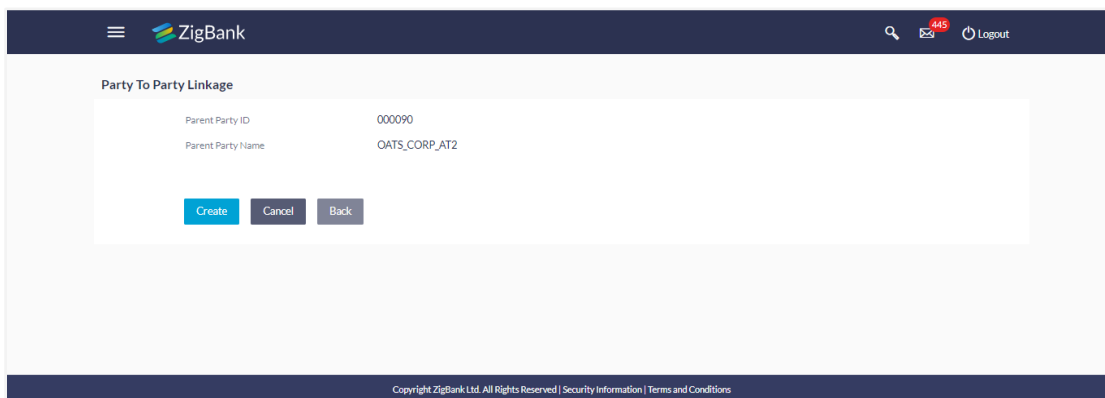
## 18.1 Party to Party Linkage- Search

Once the logged in user navigates to Party to Party Linkage screen, user will have an option to enter the party information (party ID or party name) and search party.

User can enter the party ID (if known) or the party name with a minimum of 5 characters. In case of search by party name, system matches the input provided by the user with the party name records and displays the matching party records.

In case of a party search by party ID, it will be an exact match and system will display the party details with appropriate options of linkage creation (if no linkage maintained) and created linkage(s) (if maintained) for the input parent party ID.

### Party to party Linkage - search by party ID



In case of a party search by name, system will display the matching party records. The records will have parties listed with both Party ID and Party Name information. User will select the record by clicking on the Party ID from the list.

## Party to Party Linkage - search by party name

Party To Party Linkage

Party ID

Party Name

Party ID	Party Name
000006	FAISAL_SCV1
000012	ISLAMIC
000090	OATS_CORP_AT2
000091	OATS_AT1_BANK1
000093	KALA
000104	AT1_WALKIN
000165	COUNTER_PARTY
000186	priyanak
000017	rajani joshi
000199	OATS_AT1_BANK_GBP
000073	000_TRADE BANK1
000075	OATS_BROKER_CUST
000077	OATS_AT4_CORP2
000095	KALA
000007	FAISALCORP
000096	KAL
000357	kumar1
000071	000_TRADE CUS
000232	OATS_AT4_IND1
000013	karunakar

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### Field Description

**Field Name** Description

**Party ID** Parent party ID of the corporate user to which you want to link other party.

**Party Name** Name of the parent party.

### To search the party to party linkage:

1. In the **Party ID** field, enter the parent party id of the user.  
OR  
In the **Party Name** field, enter the parent party name of the user.
2. Click **Search**.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction and navigate the user back to 'Dashboard'.  
The **Party to Party Linkage** screen with search results with parent party identified and list of linked parties.


## 18.2 Party To Party Linkage - Create

The Bank Administrator gets a request to create a Party to Party Linkage in the system with details of the parent party and the party to be linked. As part of linkage creation, more than one party can be linked to the parent party selected.

### To create a new party to party linkage:

1. Search the parent party by party ID or party name as specified in **Party to Party Linkage - Search** section.
2. Click **Create**. The **Party To Party Linkage - Create** screen with parent party details will appear.  
OR  
Click **Cancel** to cancel the transaction and navigate back to 'Dashboard'.  
OR  
Click **Back** to navigate to the previous screen.

### Party To Party Linkage - Create

3. There is a linked party section with an option to search a party to be linked.
4. Search a party to be linked by party ID or party name as specified in 'Party Search' section.  
Once the party appears in the linked party section, there is an option to remove the linkage if there is an erroneous selection. This can be done by clicking the  icon.
5. Click **Add** if the user wishes to Add more than one linked party to the selected parent party.




## Party To Party Linkage - to link party

The screenshot displays the 'Party To Party Linkage' page. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. The main content area is titled 'Party To Party Linkage' and contains a form. The 'Create' section has two input fields: 'Parent Party ID' with the value '000801' and 'Parent Party Name' with the value 'ASHOK R JAIN'. Below this is a table titled 'Link Parties' with three columns: 'Party ID', 'Party Name', and 'Action'. A single row is shown with 'Party ID' '000805', 'Party Name' 'KATHY STEPHENS', and an 'Action' column containing a trash icon. At the bottom of the form are four buttons: 'Add' (blue), 'Save' (blue), 'Cancel' (grey), and 'Back' (grey). A footer at the bottom of the page reads 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Create</b>	
<b>Parent Party ID</b>	Parent party ID of the corporate user to which you want to link other party.
<b>Parent Party Name</b>	Name of the parent party.
<b>Link Parties</b>	
<b>Party ID</b>	A party ID which you want to link it to parent party ID
<b>Party Name</b>	Name of the parent party which is to be linked to parent party ID
<b>Action</b>	To delete the party linkage.

- d. In the **Party ID** field, enter the party to be linked by party ID or party name as specified in 'Party Search' section.
- e. Click **Search**. The party details appear. Once the party is selected, it will appear in the linked party section i.e. there will be a row displayed for each party with an  icon.  
OR  
Click **Clear** to clear the search parameters.
6. Click **Save** to save the linkage of the linked parties with the parent party.  
OR  
Click **Cancel** to cancel the transaction.

- OR  
Click **Back** to navigate to the previous screen.
7. The **Party To Party Linkage - Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to edit the transaction.  
OR  
Click **Cancel** to cancel the transaction.
8. The screen with success message and reference number appears. Click **OK** to complete the transaction.

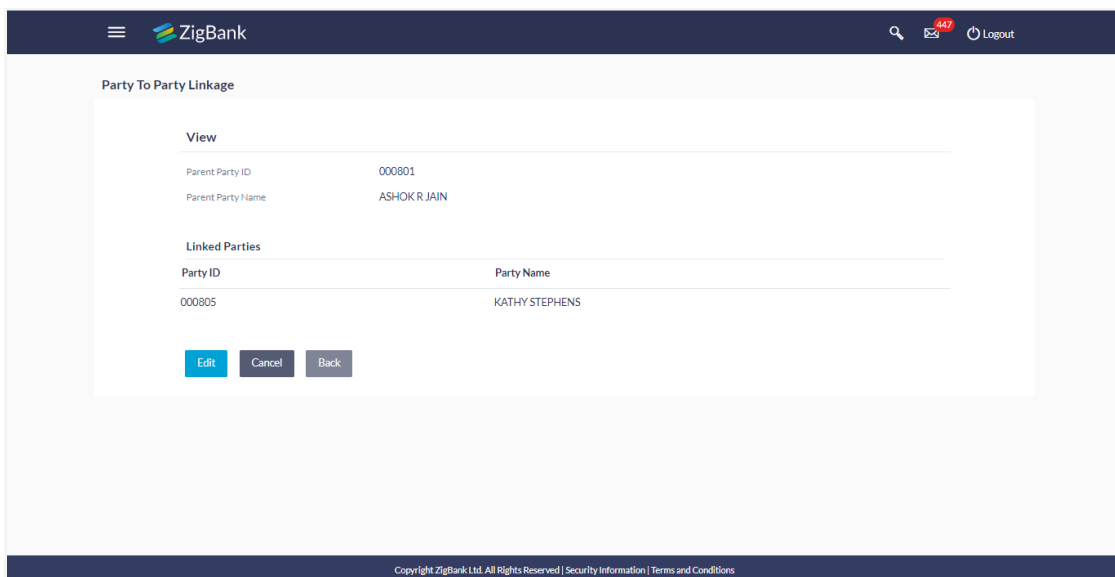
### 18.3 Party to Party Linkage- View

The Bank Administrator would want to view the Party to Party Linkage by entering the details of the parent party.

#### To view party to party linkage:

- Search the parent party by party ID or party name as specified in 'Party Search' section.
- Click **Search**.  
Parent party details will appear. There will be a linked party section with details of the parties linked to the parent party. It will have party ID and party name of the linked party.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction and navigate the user back to 'Dashboard'.  
The **Party to Party Linkage** screen with search results with parent party identified and list of linked parties appears.

#### Party To party Linkage - View



The screenshot displays the 'Party To Party Linkage - View' screen. At the top, there is a navigation bar with the ZigBank logo and a search icon. Below the navigation bar, the screen title is 'Party To Party Linkage'. The main content area is divided into two sections: 'View' and 'Linked Parties'. The 'View' section shows the parent party details: Parent Party ID (000801) and Parent Party Name (ASHOK R JAIN). The 'Linked Parties' section shows a table with two columns: Party ID and Party Name. The table contains one entry: Party ID (000805) and Party Name (KATHY STEPHENS). At the bottom of the screen, there are three buttons: Edit, Cancel, and Back. The footer of the screen contains the text: Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions.

3. Click **Edit** to update the **Party to Party Linkage**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

## 18.4 Party To Party Linkage - Edit and De-link

The Bank Administrator gets a request to edit Party to Party Linkage in the system with details of the parent party and the party to be linked and/or de-linked. As part of linkage creation, more than one party can be linked to the parent party selected.

### To edit or de link a party to party linkage:

1. Search the parent party by party ID or party name as specified in **Party To Party - Search** section.
2. Click **Search, Party to Party Linkage - View** screen appears. Linkages displayed (if already exists) or click **Add** (if new linkage to be added) or click **delete** against the party (if existing to be delinked).
3. Click **Edit**. The **Party To Party Linkage - Edit** screen appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

### Party To Party Linkage - Edit


The screenshot displays the 'Party To Party Linkage - Edit' interface. It features a header with the ZigBank logo and navigation icons. The main content area is titled 'Party To Party Linkage' and contains the following elements:

- Edit Section:**
  - Parent Party ID: 000801
  - Parent Party Name: ASHOK R.JAIN
- Linked Parties Table:**

Party ID	Party Name	Action
000805	KATHY STEPHENS	
- Buttons:**
  - Add:** A blue button to add a new linked party.
  - Save:** A blue button to save changes.
  - Cancel:** A grey button to cancel the edit.
  - Back:** A grey button to return to the previous screen.

The footer contains the text: Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions

4. Parent party details will appear. There will be a linked party section with linked party details. As part of edit, existing linked party can be de-linked or new parties can be linked.
5. Click **Add** will open up party search panel. Search a party to be linked by party ID or party name as specified in 'Party Search' section. Once the party is selected, it will appear in the linked party section i.e. there will be a row displayed for each party with an icon.

6. Once the party appears in the linked party section, there will be an option to remove the linkage. Click  to remove the linkage if there is an erroneous selection. User can remove the existing linked party for the parent party.
7. Click **Save** to save the changes made as part of edit i.e. added/removed linkages.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.
8. The **Party To Party Linkage - Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make changes to the linkages and then move back to the confirmation page by clicking **Save** button.  
OR  
Click **Cancel** to cancel the transaction and navigate back to 'Dashboard'.
9. The screen with success message with reference number appears. Click **OK** to complete the transaction.

## FAQs

1. **Am unable to maintain Party to Party linkage with an error of Channel Access not maintained?**

Party to Party linkage cannot be maintained if Channel Access is disabled either for the parent party and/or selected linked party. You can maintain channel access by visiting party preferences screen and selecting parent party and/or linked party.

Navigation: (i) Dashboard > OnBoarding > Party Preferences (ii) Dashboard > Party Preferences

2. **Am unable to maintain Party to Party linkage with an error of Party Preference not maintained?**

Party to Party linkage cannot be maintained if party preference is not maintained either for the parent party and/or selected linked party. You can maintain party preference by visiting party preferences screen and selecting parent party and/or linked party.

Navigation: (i) Dashboard > OnBoarding > Party Preferences (ii) Dashboard > Party Preferences

3. **Am unable to delink a party (linked party)?**

Linkage with the parent party cannot be removed/deleted if there is an active Party Account Access linkage or User Account Access maintained. User will need to delete the party account and user account access linkage for the linked party and then proceed with deletion of party to party linkage.

4. **Can a linked party have more than one parent party?**

No. A party cannot be linked to more than one parent party i.e. if a party has been linked to a parent party then that party cannot be linked to another party.

5. **Can there be multiple associations between the parent and the linked party?**

No. The parent party cannot be linked to the linked party with linked party as the parent. For e.g. if there is a linkage already maintained with P1 (parent party) to P2 (child party) then system will not allow another linkage of P1 and P2 with P2 as parent and P1 as child party.

**6. Can the parent party be a linked party to another party?**

Yes, the parent party to a linked party can exist as a linked party to another parent party.

**7. Have created a linkage between the parent party and linked party but it is not reflecting in the system even after a successful maintenance save message?**

There is a possibility that the maintenance is saved but the status is 'Pending Approval'. For the maintenance, if there is an approval required then the changes will reflect only once the approver(s) approve the submitted request. If the setup does not require an approval workflow or is self / auto approved, then the linkage will be effected for the party immediately.

[Home](#)

## 19. User Group Management

User group is a set of people/users with similar interests and goals.

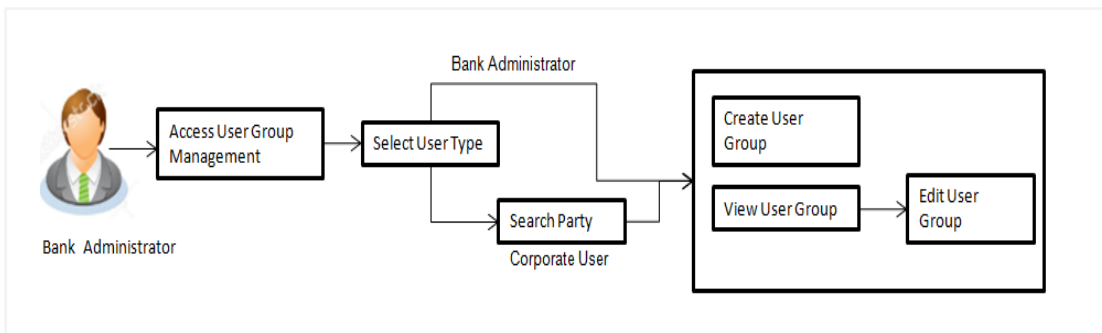
Using User Group Management option Bank administrator can maintain the user groups of Bank administrator and of corporate users of same party ID. User groups maintained by administrators for Bank administrator users and corporate users are used while creating approval workflows and approval rules.

Also the user groups created for Bank administrator type of user are used for mapping secured mail subjects. Each subject category can be linked to a group of Bank Administrator users. So that administrators will receive the mails only of the subjects mapped to the users.

### Prerequisites:

- Transaction access is provided to Bank Administrator.
- Multiple corporate and administrator users are maintained.
- Approval rule set up for Bank administrator to perform the actions.
- Party preference for which the groups are to be created is maintained and is active.

### Workflow



### Features Supported In Application

User Group Management allows Bank administrator to:

- Create User Groups
- View User Groups
- Modify User Groups

### How to reach here:

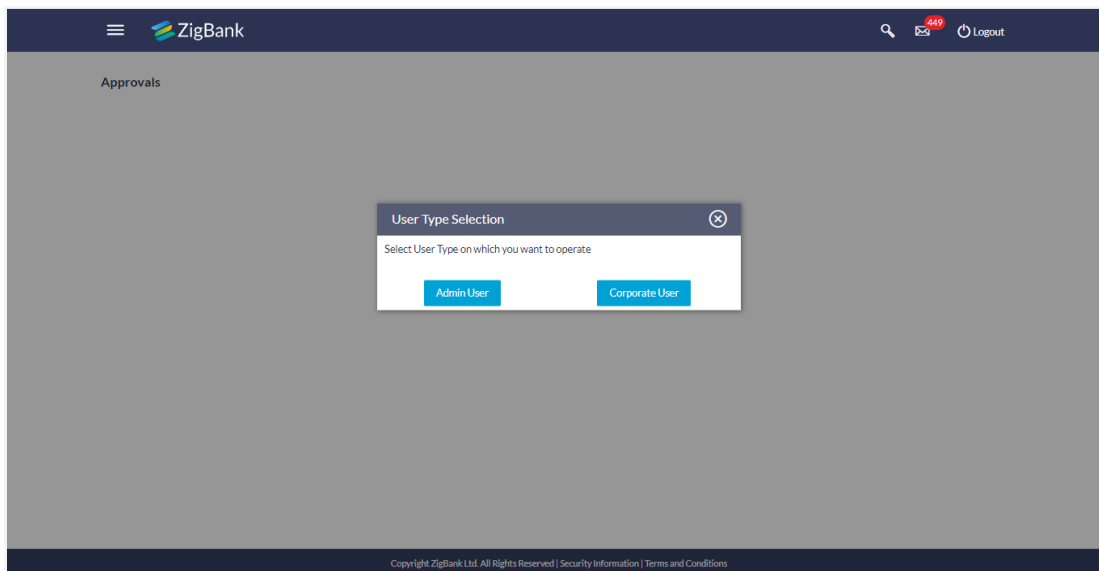
*Administration Dashboard > Toggle menu > Others > User Group Management*

## 19.1 User Groups - Summary

Bank Administrator logs into the system and navigates to the User Group screen. On accessing the 'User Group Management' menu, Bank Administrator has to select the user type for whom the user groups are to be maintained.

1. The **User Type Selection** screen appears. Select the appropriate option.  
Click **Admin User** to access the user group management of Bank Administrator users.  
Click **Corporate User** to access the user group management of corporate users.

### User Type Selection



### User Group- Admin User:

Bank Administrator user can search the user groups maintained for administrator users.

2. Click **Create** to create new admin group.  
OR  
Click **Clear** to reset the entered details.  
OR  
Click **Cancel** to abort the user group maintenance process.  
OR  
Click **Search** to search the matching records.

## 19.2 User Groups - Admin User – Create

Bank Administrator can create user groups for the Administrator users. Administrator can create multiple user groups and one user can be part of multiple user groups, whereas creating a user group without any user is not allowed.

**To create a user group:**

1. The **User selection** screen appears. Select the appropriate option.

### Admin User Group -Create

The screenshot shows the 'Admin User Groups - Create' form. It includes the following fields and values:

- Create Section:**
  - Group Code: Smithadminmaker
  - Group Description: UserGroup for Maker
- User Group Section:**

User Name	User ID
JACK SMITH	jacksm1

Buttons: Add, Save, Cancel, Back.

### Field Description

Field Name	Description
<b>Create</b>	
<b>Group Code</b>	User group code.
<b>Group Description</b>	Description provided to the user group.
<b>Search Results - User Group</b>	
<b>User Name</b>	User name list to select and add a user to the user group. All the administrator users will be listed down
<b>User ID</b>	User IDs of each user selected from user list are displayed.

2. Click **Create**.
3. In the **Group Code** field, enter the group code.
4. In the **Group Description** field, enter the group name.



5. In the **User Group** section, click **Add** to add the selected user in the User Group. Once added, the user name will be removed from the user drop-down to avoid duplication of users.
6. Click **Save** to create the user groups.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to close the maintenance creation process.
7. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The User Group-Create screen with values in editable form appears.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of user group creation appears along with the transaction reference number.  
Click **OK** to complete the transaction.

---

**Note:** You can click  to delete a record.

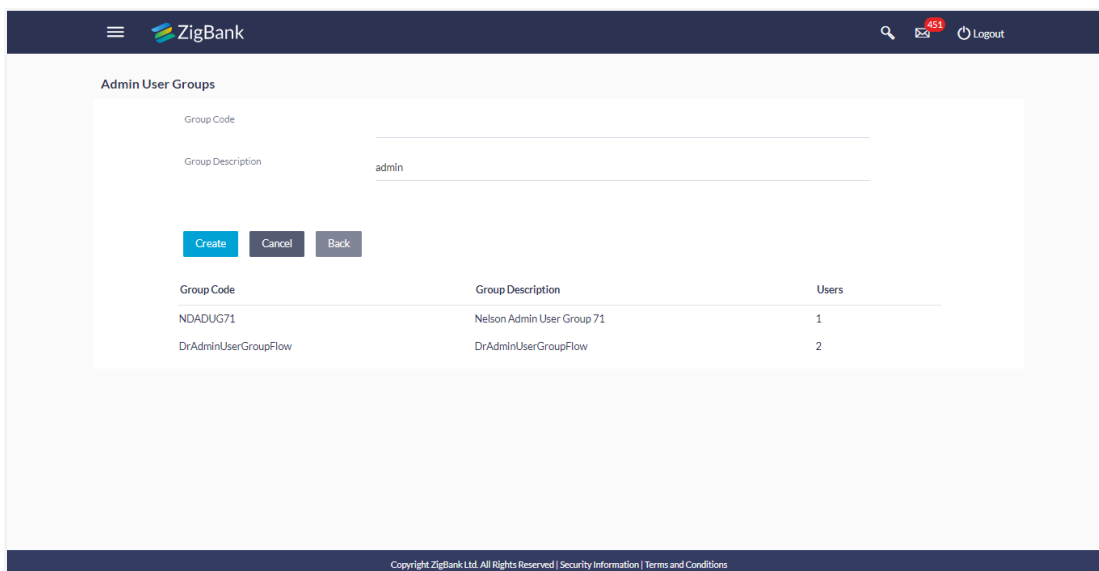
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### 19.3 User Groups - Admin User – Search Summary

User Groups maintained (if any) for administrator users are displayed on the screen after searching with valid input. User can opt to view the details of existing user groups or can create new user group using this screen.

1. In **Administrator User Group** screen, in the **Group Code** field, enter the group code.  
OR  
In the **Group Description** field, enter the group name.
2. Click **Search**. The search summary appears.

#### Admin User – Search Summary



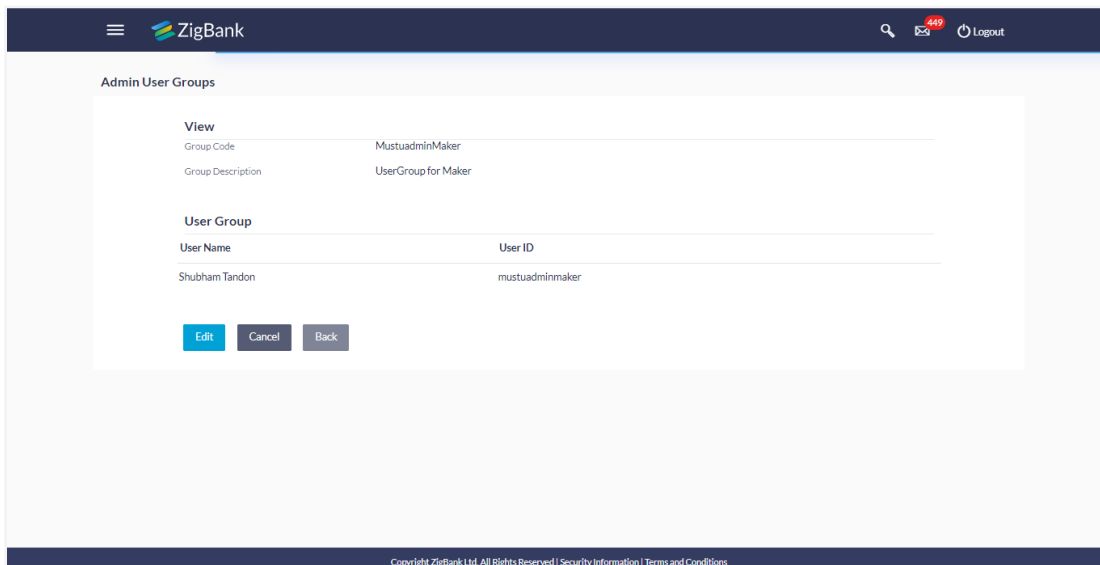
Group Code	Group Description	Users
NDADUG71	Nelson Admin User Group 71	1
DrAdminUserGroupFlow	DrAdminUserGroupFlow	2

### Field Description

Field Name	Description
<b>Summary</b>	
<b>Group Code</b>	Code of the already maintained user group.
<b>Group Description</b>	Description of the already maintained User group.
<b>Users</b>	Number of users associated with each user group.

3. Click **Create** to create new user group.  
 OR  
 Click **Back** to navigate to previous screen.  
 OR  
 Click **Cancel** to abort the user group maintenance process.  
 OR  
 Click on **Group Code Hyperlink** to view details of the selected User Group.  
 Further drill down is given on the each user group to view the details of the users mapped to each group.

### Admin User – View Group Details



### Field Description

Field Name	Description
<b>View</b>	
<b>Group Code</b>	User Group code is displayed.

Field Name	Description
<b>Group Description</b>	User Group code description is displayed.
<b>User Name</b>	User name of the user who is part of the selected user group is displayed.
<b>User ID</b>	User ID of the user who is part of the user group is displayed.

4. Click **Edit** to edit the user group. User is directed to the **User Group-Edit** screen with values in editable form.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to abort the user group maintenance process.

## 19.4 User Groups - Admin User – Edit Group

This function enables the Bank Administrator to edit the description of existing user groups. Bank Administrator can also add new users and remove existing users of the user group as part of this function. A check is performed on minimum and maximum number of users allowed as a part of user group while adding or removing the users from the user group.

### To edit or update a user group:

1. In **Admin User Group** screen, in the **Group Code** field, enter the group code.  
OR  
In the **Group Description** field, enter the group name.
2. Click **Search**. The search summary appears.
3. Click the **Group Code** link of the record whose details you want to view.  
The **User Groups - View** screen appears.
4. Click **Edit** to edit the user group.  
The **User Groups - Edit** screen displays the mapping of the user group.

## Admin User – Edit Group

### Field Description


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

#### Summary

**Group Code** User Group description is displayed in editable form.

**Group Description** User name of the user who is part of the user group.  
User name list to select and add a new user to the user group.

**Users** Number of users available in each user group.  
(This field will be displayed only if there are existing user groups available under a party).

- Click **Create** to create new User Group.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to abort the user group maintenance process.  
OR  
Click on **Group Code Hyperlink** to view details of the selected User Group.  
Further drill down is given on the each user group to view the details of the users mapped to each group.
- Click **Add** to add the selected user in the User Group. Once added, the user name will be removed from the user drop-down to avoid duplication of users.  
Click  to remove a user from the User Group.
- Click **Save** to save the User Group .The **User Group-Create - Review** screen post necessary validations appear.  
OR

- Click **Back** to cancel the operation to navigate to previous screen.  
 OR  
 Click **Cancel** to cancel the operation and navigate back to 'Dashboard'
8. Verify the details, and click **Confirm**. The **User Group-Edit – Confirmation** screen appears.  
 OR  
 Click **Edit** to modify the details if any.  
 The User Group-Edit screen with values in editable form appears.  
 OR  
 Click **Cancel** to cancel the transaction.
  9. The success message of user group creation appears along with the transaction reference number.  
 Click **OK** to complete the transaction and navigate back to 'User Groups' screen.

## 19.5 User Groups - Corporate User – Search Party

Bank Administrator logs into the system and navigates to the User Group Management screen.

1. The **User Type Selection** screen appears. Select the appropriate option.  
 Click **Corporate User** to access the user group management of corporate users.

System displays a screen to enter the party information (party ID or party name) and search party for which the user groups are to be maintained/ viewed.

User can enter the party ID (if known) or the party name with a minimum of 5 characters. System matches the input provided by the user with the party name records and displays the matching party records.

In case of a party search by party ID, it is an exact match and system displays the user groups maintained if any.

### Corporate User – Search Party

System displays a screen to enter the party information (party ID or party name) and search party for which the user groups are to be maintained/ viewed.

In case of a party search by name, system displays the matching party records. The records have parties listed with both Party ID and Party Name information. User can select the record by clicking on the Party ID from the list.

## Corporate User – Search by Party name

The screenshot shows the 'User Groups' search interface in the ZigBank system. The search criteria are: Party ID (empty) and Party Name (corpo). The search results table is as follows:

Party ID	Party Name
000808	Raytheon Incorporation
000842	Tesla Motors Incorporated
000811	Raytheon Incorporation
000874	Globex Corporation
000958	Raytheon Incorporation
000810	Raytheon Incorporation
000852	D Corporation
000854	Royal Dutch Shell Incorporated
000747	Raytheon Incorporation

### Field Description

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

#### Search

<b>Party ID</b>	List of the Party IDs as per search input.
-----------------	--

<b>Party Name</b>	List of the Party names of the party IDs as per search input.
-------------------	---

- Click **Clear** to clear the input search parameters.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to abort the user group maintenance process.  
OR  
After providing party ID or name of party, click **Search**.  
Click on **Party ID Hyperlink** to view details of the selected Approval Workflow.

## 19.6 User Groups - Corporate User – Create

Bank Administrator can create a new User Group for a specific Party ID by using this option. Only the users of party ID can be clubbed together in a User Group.

Administrator can create multiple user groups and one user can be part of multiple user groups, whereas creating a user group without any user is not allowed.

### To create a user group:

- The **User selection** screen appears. Select the appropriate option.

## Corporate User Group -Create

### Field Description

Field Name	Description
<b>Create</b>	
<b>Party ID</b>	Party ID mapped for which user group to be created is displayed.
<b>Party Name</b>	Party name of Party ID for which user group to be created is displayed.
<b>Group Code</b>	To specify User Group code.
<b>Group Description</b>	To specify User Group description.
<b>User Name</b>	User name list to select and add a user to the user group. Users belonging to the same Party are listed.
<b>User ID</b>	User IDs of each user selected from user list are displayed.

2. Click **Create**.
3. In the **Group Code** field, enter the group code.
4. In the **Group Description** field, enter the group name.
5. In the **User Group** section, click **Add** to add the selected user in the User Group. Once added, the user name will be removed from the user drop-down to avoid duplication of users.
6. Click **Save** to create the user groups.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to close the maintenance creation process.

7. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The User Group-Create screen with values in editable form appears.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of user group creation appears along with the transaction reference number.  
Click **OK** to complete the transaction.

---

**Note:** You can click  to delete a record.

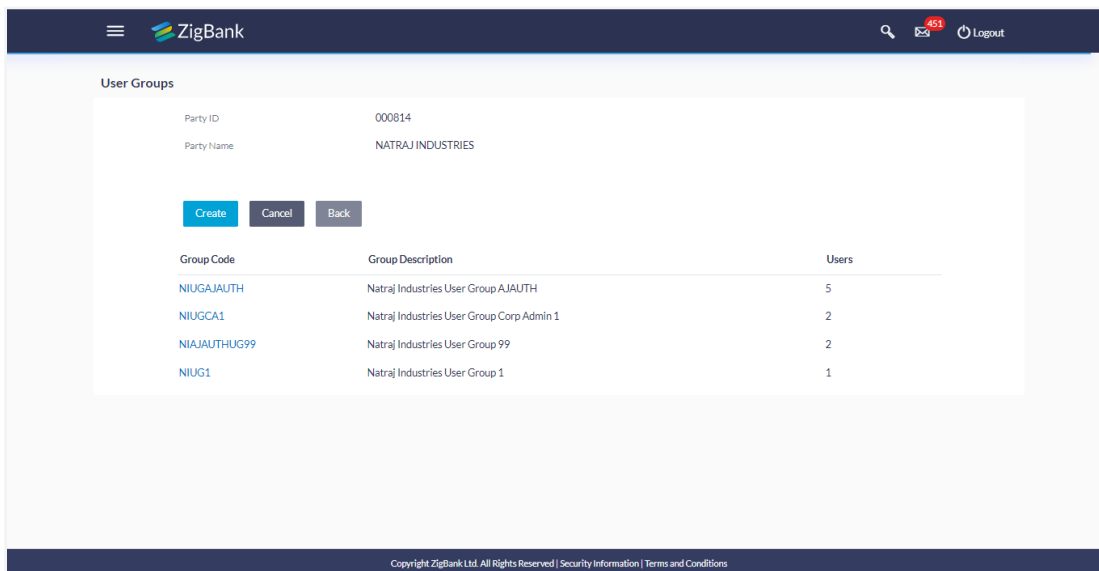
---

## 19.7 User Groups - Corporate User – Group Summary

Once the logged in Bank Administrator navigates to User Group Management screen, and searches the party ID. User groups maintained if any under the party are displayed on the screen. User can opt to view the details of existing user groups or can create new user group using this screen.

1. In **User Group Management** screen, in the **Party ID** field, enter the Party ID.
2. Click **Search**. User groups maintained if any under the party are displayed on the screen.
3. Click on **Party ID Hyperlink** to view details of the selected Approval Workflow.

### Corporate User – Group Summary



The screenshot displays the 'User Groups' management interface. At the top, the ZigBank logo and navigation icons are visible. The search criteria are set to Party ID 000814 and Party Name NATRAJ INDUSTRIES. Below the search filters, there are three buttons: 'Create' (highlighted in blue), 'Cancel', and 'Back'. A table below lists the user groups:

Group Code	Group Description	Users
<a href="#">NIUGAJAUTH</a>	Natraj Industries User Group AJAUTH	5
<a href="#">NIUGCA1</a>	Natraj Industries User Group Corp Admin 1	2
<a href="#">NIAJAUTHUG99</a>	Natraj Industries User Group 99	2
<a href="#">NIUG1</a>	Natraj Industries User Group 1	1

At the bottom of the screen, there is a footer with the text: Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions



**Field Description**

Field Name	Description
<b>Summary</b>	
<b>Party ID</b>	Party ID of which user groups are to be viewed/ edited.
<b>Party Name</b>	Party name of Party ID of which user groups are to be viewed/ edited.
<b>Group Code</b>	User group code. (This field will be displayed only if there are existing user groups available under a party)
<b>Group Description</b>	Description provided to the user group. (This field will be displayed only if there are existing user groups available under a party.)
<b>Users</b>	Number of users available in each user group. (This field will be displayed only if there are existing user groups available under a party)

4. Click **Create** to create new user group.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to abort the user group maintenance process.  
OR  
Click on **Group Code Hyperlink** to view details of the selected User Group.  
Further drill down is given on the each user group to view the details of the users mapped to each group.

**Corporate User- View Group Details**

On accessing 'User Group Management' menu option and searching the user groups of specific party, summarized view of all the user groups created (if any) for the Party is displayed on the screen. Further drill down is given on the each user group to view the details of the users who are the part of user group.

## Corporate User – View Group Details

**User Groups**

**View**

Party ID: 000814

Party Name: NATRAJ INDUSTRIES

Group Code: NIUGAJAUTH

Group Description: Natraj Industries User Group AJAUTH

User Name	User ID
Mustufa Gari	ajauth1
Dyaneshwar Raskar	ajauth2
Allison Dsouza	ajauth4
Johnson Dsouza	ajauth5
Wilson Dsouza	ajauth3

[Edit](#) [Cancel](#) [Back](#)

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### Field Description

Field Name	Description
<b>View</b>	
<b>Party ID</b>	Party ID of which user groups are to be viewed/ edited.
<b>Party Name</b>	Party name of Party ID of which user groups are to be viewed/ edited.
<b>Group Code</b>	User Group code is displayed.
<b>Group Description</b>	User Group description is displayed.
<b>User Name</b>	User name of the user who is part of the selected user group is displayed.
<b>User ID</b>	User ID of the user who is part of the user group is displayed.

- Click **Edit** to edit the user group. User is directed to the **User Group-Edit** screen with values in editable form.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to abort the user group maintenance process.

## 19.8 User Groups - Corporate User – Edit Group

This function enables the Bank Administrator to edit the description of existing user groups. Bank administrator can also add new users and remove existing users of the user group as part of this function.

A check is performed on minimum and maximum number of users allowed as a part of user group while adding or removing the users from the user group.

### To edit or update a user group:

1. In **User Group Management** screen, in the **Party ID** field, enter the Party ID.
2. Click **Search**. User groups maintained if any under the party are displayed on the screen.
3. Click on **Party ID Hyperlink** to view details of the selected Approval Workflow.
4. Click **Edit** to edit the user group.  
The **User Groups - Edit** screen displays the mapping of the user group.

### Corporate User – Edit Group

The screenshot shows the 'User Groups - Edit' interface. It includes a header with the ZigBank logo and navigation icons. The main content area is titled 'User Groups' and contains an 'Edit' section with the following details:

- Party ID: 000814
- Party Name: NATRAJ INDUSTRIES
- Group Code: NIUGAJAUTH
- Group Description: Natraj Industries User Group AJAUTH

Below the details is a table of users:

User Name	User ID	
Mustufa Gari	ajauth1	🗑️
Dyaneshwar Raskar	ajauth2	🗑️
Allison Dsouza	ajauth4	🗑️
Johnson Dsouza	ajauth5	🗑️
Wilson Dsouza	ajauth3	🗑️

At the bottom of the table is a 'Select User' dropdown menu. Below the table are three buttons: 'Save', 'Cancel', and 'Back'. The footer contains the text: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.


### Field Description

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

#### Edit

<b>Party ID</b>	Party ID of which user groups are to be viewed/ edited.
<b>Party Name</b>	Party name of Party ID of which user groups are to be viewed/ edited.
<b>Group Code</b>	User Group code is displayed.

Field Name	Description
<b>Group Description</b>	User Group description is displayed in editable form.
<b>User Name</b>	User name of the user who is part of the user group. User name list to select and add a new user to the user group.
<b>User ID</b>	User ID of the user who is a part of the user group is displayed.

5. Click **Add** to add the selected user in the User Group. Once added, the user name will be removed from the user drop-down to avoid duplication of users.  
Click  to remove a user from the User Group.
6. Click **Save** to save the User Group .The **User Group-Edit- Review** screen post necessary validations appear.  
OR  
Click **Back** to cancel the operation to navigate to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'
7. Verify the details, and click **Confirm**. The **User Group-Edit – Confirmation** screen appears.  
OR  
Click **Edit** to modify the details if any.  
The User Group-Edit screen with values in editable form appears.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of user group creation appears along with the transaction reference number.  
Click **OK** to complete the transaction and navigate back to 'User Groups' screen.

## **FAQs**

1. **Can user be the part of multiple user groups crated under a party?**

Yes, same user can be part of multiple user groups. Whereas creating a user group without any user is not allowed.

2. **Can user groups created for Administrator user be used for multiple purposes?**

Yes, user groups created for Administrator users are used for approval and for User Group – mail subject mapping.

**Approval** - User groups maintained by administrators are used while creating approval workflows and approval rules.

**Secured Mailbox** - Each subject category is linked to a group of Bank Administrator users. Depending upon the mail-subject mapping to each Bank Administrator user, administrators will receive the mails only of the subjects mapped to the users and initiated by bank's customers.

3. **Can I delete an existing user group?**

No, user groups cannot be deleted but can be edited. Administrator can add new users and remove existing users of the user group.

4. **Can I add users of linked party ID while creating a user group for primary party?**

No, only primary party users can be a part of user group.

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## 20. Approvals

Each of the users are assigned a particular task to perform as per their position in the hierarchy of the organization/corporate. . For instance, some user(s) may be given rights to do data entry for transactions such as domestic fund transfer, draft issuance by logging in to channel banking. Transaction created by initiator in the system is routed to the appropriate authorized signatory or group of signatories for approval depending upon the rules configured. A transaction once approved by all the required approvers gets processed.

Approval Management function enables the Bank Administrator to configure approval flows for various financial and non-financial transactions on channel banking for bank's customers and for administrators.

Approval flow includes configuration of rules for the users with following access types:

- Maker/ Initiator – User who is a creator of the transaction.
- Authorizer/ Approver – User who authorizes the transactions created by the maker. His authorization rights are maintained by an administrator.

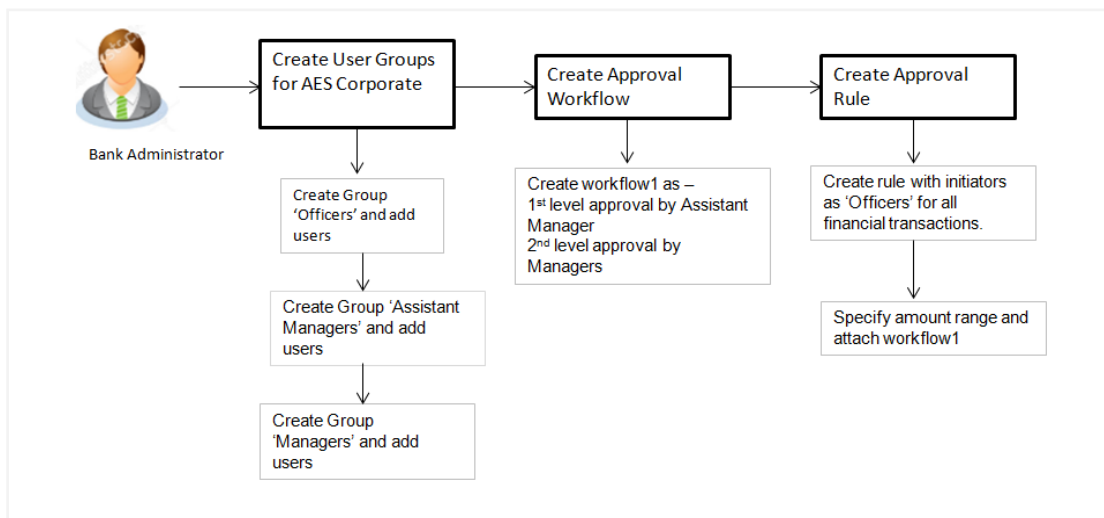
### Features supported in application

Approval management supported for Bank administrator users includes;

- Approval Workflow Maintenance
- Approval Rule Maintenance

### Business scenario

AES Corporation wants to enable approval workflow for all financial transactions. The requirement is – All the financial transactions will be initiated by 'Officers' of the corporate. The transactions initiated by 'Officers' should be sent to 'Assistant Managers' for 1st level approval. After the transaction is approved by any one user from a group of 'Assistant Managers' then the transaction should be sent to 'Managers' for final level of approval. The transaction processing should happen only after final approval.



## 20.1 Workflow Management

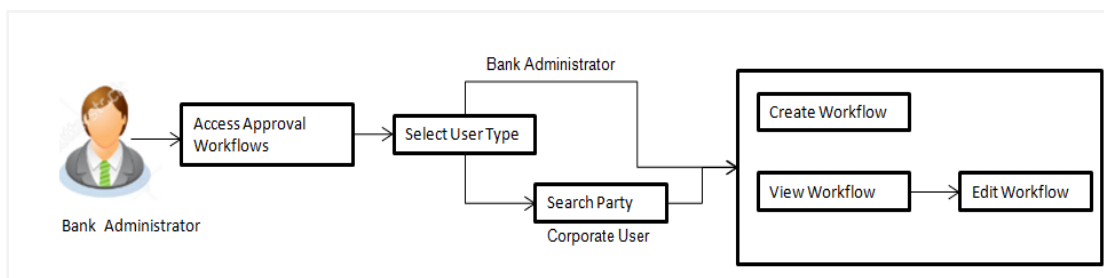
Approval workflows are created to support requirements where multiple levels of approval are required in a specific sequence for a transaction/maintenance. Each workflow can be configured to have up to five levels of approval with a specific user or a user group configured at each level.

Workflows can be created independently and can be attached to a specific transaction/maintenance as part of the Approval Rule configuration.

### Prerequisites

- Transaction access is provided to Bank Administrator.
- Party preference is maintained.
- Multiple users are maintained under a party or as Bank Administrators
- Approval rule set up for Bank Administrator to perform the actions.
- Necessary user groups are maintained using User Group Management.

### Workflow



### Features supported in application

Approval Rule maintenance allows Bank administrator to:

- View Approval Workflows
- Create Approval Workflows
- Edit Approval Workflows

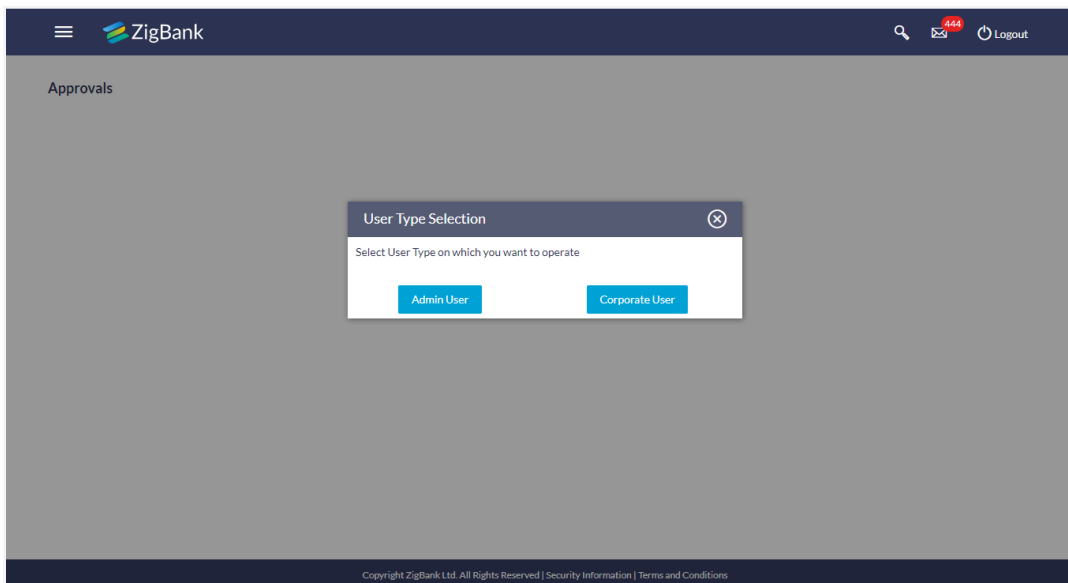
### How to reach here:

*Dashboard > Toggle Menu > Approvals > Workflow Management*

### 20.1.1 Approval Workflow – Select User Type

Bank Administrator logs into the system and navigates to the Approval Workflow screen. On accessing the 'Approval Workflow Management' menu, bank administrator has to select the user type for whom the workflows are to be maintained.

#### Approval Workflow – Select User Type



1. Click **Admin User** to access the workflow management of bank administrator users. The **Admin Workflow Management** screen appears.
2. Click **Corporate User** to access the workflow management of bank administrator users. The **Workflow Management** screen appears.



## 20.1.2 Approval Workflow - Admin User - Admin Workflow Management

### Admin Workflow Management

#### Field Description

Field Name	Description
<b>Workflow Code</b>	Code of the already maintained approval workflow.
<b>Workflow Description</b>	Description of the already maintained approval workflow.

1. Click **Create** to create new admin workflow. The **Admin Workflow Management – Create** screen appears.  
OR  
Click **Cancel** to cancel the operation and navigate the user back to 'Dashboard'.  
OR  
Enter the search parameters and click **Search** to search the matching records.  
OR  
Click **Clear** to clear the input search parameters.

### 20.1.3 Admin Workflow Management – Create

Bank Administrator can create approval workflows for the Admin users. By default, user can specify minimum one and maximum five levels of approvals as a part of workflow.

Administrator can set either an individual user or user group of a corporate as a part of each level of approval. Approval type (sequential/non-sequential/no authorization) is defined at the party preference.

#### To create an approval workflow:


1. In the **Admin Workflow Management** screen, click **Create**. The **Admin Workflow Management - Create** screen appears.

## Admin Workflow Management – Create

### Field Description

Field Name	Description
<b>Create</b>	
<b>Workflow Code</b>	To specify approval workflow code.
<b>Workflow Description</b>	To specify approval workflow description.
<b>Approval Details</b>	
<b>Approval levels for a user / user group. You can click Add for multi level approval process.</b>	
<b>Approval Level</b>	Approval levels for a user / user group. User can click Add for multi level approval process.
<b>User / User Group</b>	To select specific user or a user group at each level of approval.

2. In the **Workflow Code** field, enter the workflow code.
3. In the **Workflow Description** field, enter the name of the workflow.
4. In the **Approval Details** section, from the **Level 1** field, click appropriate user / user group.
5. From the **User Name / User Groups** list, select the approver user name.
6. Click **Add** to add the selected user/ user group at specific level of approval.  
OR

7. Click  icon to remove specific approval level.
8. Click **Save** to save Approval Workflow.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
9. The **Admin Workflow Management - Create - Review** screen appears post necessary validations. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
User is directed to the **Admin Workflow Management - Create** screen with values in editable form.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
10. The success message of saving the created approval workflow appears along with the transaction reference number and status.  
Click **OK** to complete the transaction and navigate back to the 'Dashboard'.

#### 20.1.4 Admin Workflow Management – Search

Bank Administrator user can search the workflows maintained for administrator users.

Workflows maintained (if any) for admin users are displayed on the screen after searching with valid input. User can opt to view the details of existing workflows or can create new approval workflow using this screen.

##### To search the approval workflow for admin users:

1. In the **Admin Workflow Management** screen, enter the search parameters and click **Search**. The **Admin Workflow Management** screen with search results appears based on the searched criteria.

## Admin Workflow Management – Search

The screenshot shows the 'Admin Workflow Management' search interface. At the top, there is a navigation bar with the ZigBank logo and a search icon. The main content area contains a search form with two input fields: 'Workflow Code' and 'Workflow Description' (which has the text 'workflow' entered). Below the form are three buttons: 'Create' (in blue), 'Cancel', and 'Back'. Underneath the form is a table listing existing workflows.

Workflow Code	Workflow Description	Approval Levels
NDADWF11	Nelson Admin Workflow 11	2
NDADWF21	Nelson Admin Workflow 21	2
NDADMINWFL1	Admin Workflow 1	1
SJAdminSingleAuthWF	Single approval workflow for sjadmin	1
2LSAWF	2 Level Sequential authorization Workflow	2
NDADWF22	Nelson Admin Workflow 22	3

At the bottom of the interface, there is a footer with the text: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

### Field Description

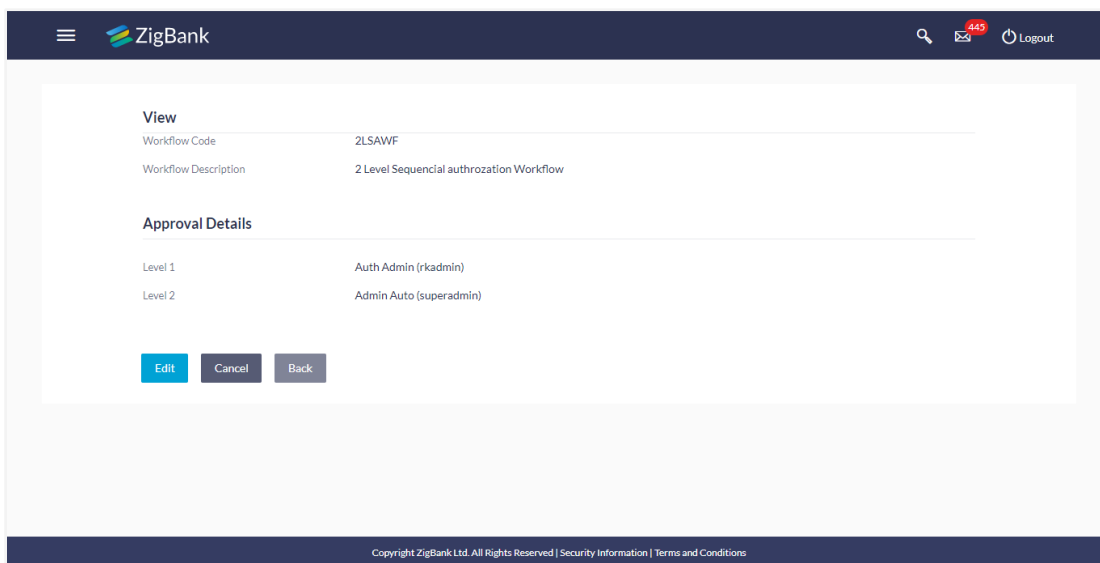
Field Name	Description
<b>Workflow Code</b>	The approval workflow code to search the approval workflows.
<b>Workflow Description</b>	The approval workflow description to search the approval workflows.
<b>Search Results</b>	
<b>Workflow Code</b>	Code of the already maintained approval workflow.
<b>Workflow Description</b>	Description of the already maintained approval workflow.
<b>Approval Level</b>	Number of approval levels in each workflow.

- Click the **Work Flow code** link, to view details of the selected Approval Workflow. The **Workflow Management - View** screen appears.
  - OR
  - Click **Back** to go back to previous screen.
  - OR
  - Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
  - OR
  - Click **Create** to create new Approval Workflow for admin users.

## 20.1.5 Admin Workflow Management – View

Further drill down is given on the each workflow to view the details of the users/ user groups who are the part of workflow.

### Admin Workflow Management – View



#### Field Description

Field Name	Description
<b>View</b>	
<b>Workflow Code</b>	Workflow code is displayed.
<b>Workflow Description</b>	Workflow description is displayed.
<b>Approval Details</b>	
<b>Approval Level</b>	User / user group maintained at each approval level.
<b>User Name / User Groups</b>	User or a user group maintained at each level of approval.

1. Click **Edit** to edit the workflow. The **Admin Workflow Management - Edit** screen with values in editable form appears.  
OR  
Click **Back** to go back to the previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

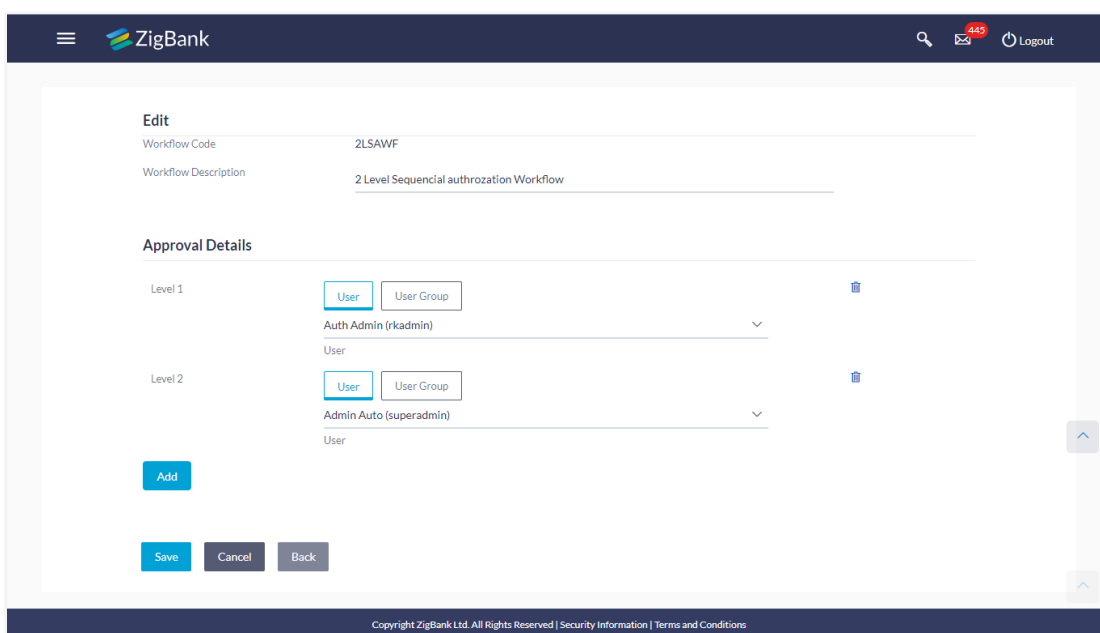
### 20.1.6 Admin Workflow Management - Edit

This function enables the Bank Administrator to update the description of the workflow and also to remove existing and add the new approval levels. Edited workflows are applicable for new transactions initiated post workflow update, whereas the previously initiated and transactions pending approval follows the old workflow.

#### To edit an approval workflow:

1. In the **Admin Workflow Management** screen, click the **Work Flow code** link, for which you want to view the details. The **Admin Workflow Management - View** screen appears.
2. Click **Edit**. The **Admin Workflow Management - Edit** screen appears.


#### Admin Workflow Management - Edit



#### Field Description

Field Name	Description
<b>Edit</b>	
<b>Workflow Code</b>	Workflow code is displayed.
<b>Workflow Description</b>	Workflow description is displayed in editable form.
<b>Approval Details</b>	
<b>Approval Level</b>	Approval levels for a user / user group. Administrator can remove or add approval levels in a workflow.

Field Name	Description
<b>User Name / User Groups</b>	User or a user group maintained at each level of approval. Administrator can edit an existing user/user group maintained at each level and can also specify user/user group for additional approval level.

3. Edit the required details.
  4. Click **Add** to add the selected user/ user group at specific level of approval.  
OR  
Click  icon to remove specific approval level.
  5. Click **Save** to save Approval Workflow.  
OR  
Click **Back** to cancel the operation and to go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
  6. The **Admin Workflow Management – Edit - Review** screen appears post necessary validations. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
User is directed to **Admin Workflow Management - Edit** screen with values in editable form.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
- The success message of saving the approval workflow modification appears along with the transaction reference number and status.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

### 20.1.7 Approval Workflow - Corporate User - Workflow Management

System displays a screen to enter the party information (party ID or party name) and search party for which the approval workflows are to be maintained/ viewed.

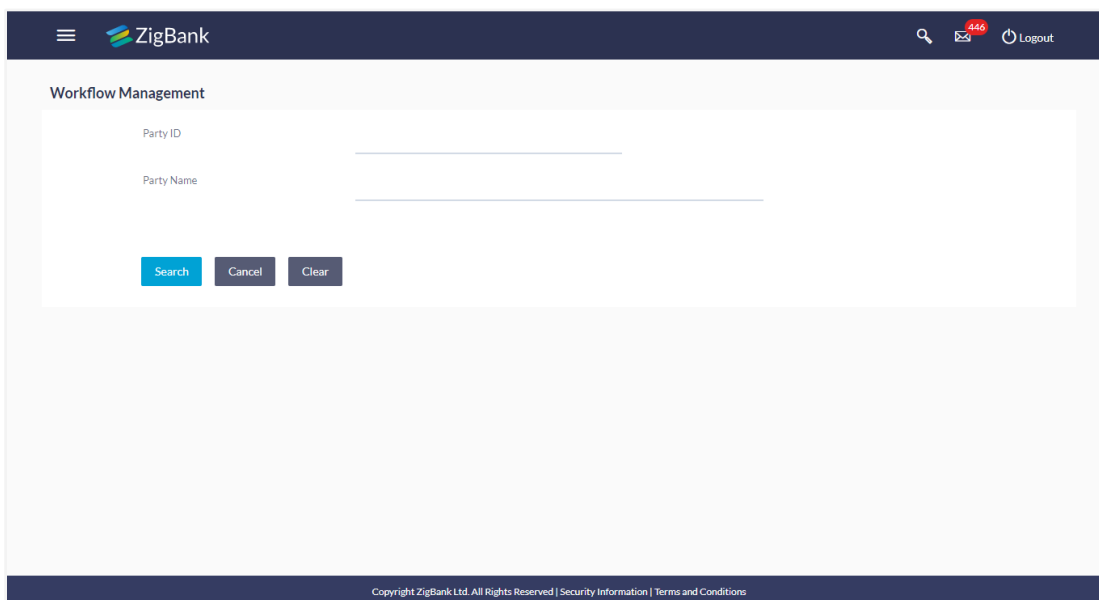
User can enter the party ID (if known) or the party name with a minimum of five characters.

System matches the input provided by the user with the party name records and displays the matching party records.

In case of a party search by party ID, it is an exact match and system displays the workflows maintained if any.

In case of a party search by name, system displays the matching party records. The records have parties listed with both Party ID and Party Name information. User can select the record by clicking on the Party ID from the list.

## Workflow Management



### Field Description

Field Name	Description
Party ID	Party IDs as per search input.
Party Name	Party names of the party ID.

Enter the search parameters and click **Search** to search the matching records.  
 OR  
 Click **Cancel** to cancel the operation and navigate the user back to 'Dashboard'.  
 OR  
 Click on '**Clear**' to clear the input search parameters.

### 20.1.8 Workflow Management – Create

Bank Administrator can create approval workflows for corporate users. By default, user can specify minimum one and maximum five levels of approvals as a part of workflow.

Administrator can set either an individual user or user group of a corporate as a part of each level of approval. Approval type (sequential/non-sequential/no authorization) is defined at the party preference.

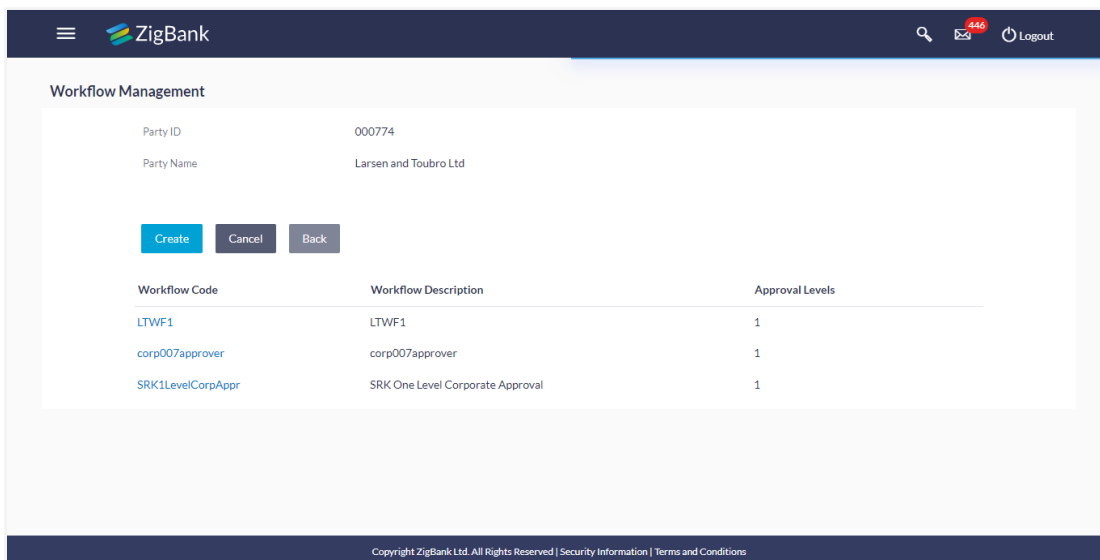
#### To create an approval workflow:

1. In the **Workflow Management** screen, enter the party id in the In the **Party Id** field.  
 OR  
 In the **Party Name** field, enter the party name.



2. Click **Search**. The **Workflow Management** screen with both Party ID and Party Name appears.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.

### Workflow Management – Party Search



### Field Description

Field Name	Description
<b>Party ID</b>	List of the Party IDs as per search input.
<b>Party Name</b>	List of the Party names of the party IDs as per search input.
<b>Workflow Code</b>	Code of the already maintained approval workflow.
<b>Workflow Description</b>	Description of the already maintained approval workflow.
<b>Approval Levels</b>	Number of approval levels in each workflow.

3. Click **Create**. The **Workflow Management - Create** screen appears.  
OR  
Click the **Workflow Code** link to view details of the selected Approval Workflow. The **Workflow Management - View** screen appears.


## Workflow Management – Create

The screenshot shows the 'Create' form for a workflow in the ZigBank system. The form is titled 'Workflow Management' and contains the following fields and sections:

- Create Section:**
  - Party ID: 000774
  - Party Name: Larsen and Toubro Ltd
  - Workflow Code: WorkflowSalary001
  - Workflow Description: Workflow File Upload Salary
- Approval Details Section:**
  - Level 1:** Includes 'User' and 'User Group' buttons, a dropdown menu with 'Shallendra Kadam (skcamaker)', and a 'User' label.
  - Level 2:** Includes 'User' and 'User Group' buttons, a dropdown menu with 'Nikhil Gala (nikhilChecker)', and a 'User' label.
- Buttons:** 'Add', 'Save', 'Cancel', and 'Back' buttons are located at the bottom of the form.

### Field Description

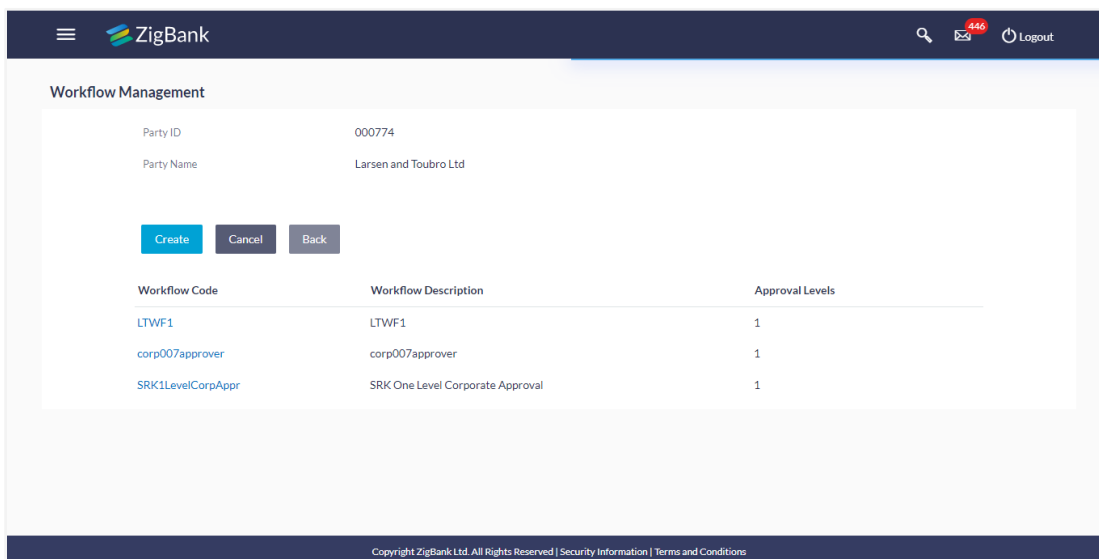
Field Name	Description
<b>Create</b>	
<b>Party ID</b>	Party ID of which workflows to be viewed/ edited.
<b>Party Name</b>	Party name of Party ID of which workflows to be viewed/ edited.
<b>Workflow Code</b>	To specify approval workflow code.
<b>Workflow Description</b>	To specify approval workflow description.
<b>Approval Details</b>	
<b>Approval Level</b>	Approval levels for a user / user group. User can click Add for multi level approval process.
<b>User / User Group</b>	To select specific user or a user group at each level of approval.

4. In the **Workflow Code** field, enter the workflow code.
5. In the **Workflow Description** field, enter the name of the workflow.
6. In the **Approval Details** section, from the **Level 1** field, click appropriate user / user group.
7. From the **User Name / User Groups** list, select the approver user name.
8. Click **Add** to add the selected user/ user group at specific level of approval.  
OR
9. Click  icon to remove specific approval level.
10. Click **Save** to save Approval Workflow.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
11. The **Workflow Management - Create - Review** screen appears post necessary validations. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
User is directed to the **Workflow Management - Create** screen with values in editable form.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
12. The success message of saving the created approval workflow appears along with the transaction reference number and status.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

### 20.1.9 Workflow Management – Summary

Clicking on Workflow Code Hyperlink, workflows maintained (if any) under a party are displayed on the screen. User can opt to view the details of existing workflows or can create new approval workflow using this screen.

#### Workflow Management – Summary



**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Party ID</b>	Party ID of which workflows to be viewed/ edited.
<b>Party Name</b>	Party name of Party ID of which workflows to be viewed/ edited.
<b>Workflow Code</b>	Code of the already maintained approval workflow. This field will be displayed only if there are existing approval workflows available under a party.
<b>Workflow Description</b>	Description of the already maintained approval workflow. This field will be displayed only if there are existing approval workflows available under a party
<b>Approval Levels</b>	Number of approval levels in each workflow. This field will be displayed only if there are existing approval workflows available under a party.

1. Click the **Workflow Code** link to view details of the selected Approval Workflow. The **Workflow Management - View** screen appears.  
OR  
Click **Create**. The **Workflow Management - Create** screen appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

**20.1.10 Workflow Management – View**

Further drill down is provided on the each workflow to view the details of the users/ user groups who are the part of workflow.

**To view the approval workflow for corporate users:**

1. In the **Workflow Management** screen, enter the search parameters and click **Search**. The **Workflow Management** screen with search results appears based on the searched criteria.
2. Click the **Workflow Code** link to view details of the selected Approval Workflow. The **Workflow Management - View** screen appears.

## Workflow Management – View

**Workflow Management**

**View**

Party ID	000774
Party Name	Larsen and Toubro Ltd
Workflow Code	WorkflowSalary001
Workflow Description	Workflow File Upload Salary

**Approval Details**

Level 1	Shallendra Kadam (skcamaker)
Level 2	Nikhil Gala (nikhilChecker)

[Edit](#) [Cancel](#) [Back](#)

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### Field Description

Field Name	Description
<b>View</b>	
<b>Party ID</b>	Party ID of which workflows to be viewed/ edited.
<b>Party Name</b>	Party name of Party ID of which workflows to be viewed/ edited.
<b>Workflow Code</b>	Workflow code is displayed.
<b>Workflow Description</b>	Workflow description is displayed.
<b>Approval Details</b>	
<b>Approval Level</b>	User / user group maintained at each approval level.
<b>User / User Group</b>	User or a user group maintained at each level of approval.

- Click **Edit** to edit the workflow. The **Workflow Management - Edit** screen with values in editable form appears.  
OR  
Click **Back** to go back to the previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

## 20.1.11 Workflow Management - Edit

This function enables the Bank Administrator to update the description of the workflow and also to remove existing and add the new approval levels. Edited workflows are applicable for new transactions initiated post workflow update, whereas the previously initiated and transactions pending approval follows the old workflow.

### To edit an approval workflow:

1. In the **Workflow Management** screen, enter the search parameters and click **Search**. The **Workflow Management** screen with search results appears based on the searched criteria.
2. Click the **Workflow Code** link to view details of the selected Approval Workflow. The **Workflow Management - View** screen appears.
3. Click **Edit** to edit the workflow. The **Workflow Management - Edit** screen with values in editable form appears.  
OR  
Click **Back** to go back to the previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

### Workflow Management - Edit

**Workflow Management**

**Edit**

Party ID: 000774

Party Name: Larsen and Toubro Ltd

Workflow Code: WorkflowSalary001

Workflow Description: Workflow File Upload Salary

**Approval Details**

Level 1: User Group: Shallendra Kadam (skcamaker)

User

Level 2: User Group: Nikhil Gala (nikhiiChecker)

User

**Add** **Save** **Cancel** **Back**

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**Field Description**


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

**Edit**

<b>Party ID</b>	Party ID of which workflows to be viewed/ edited.
<b>Party Name</b>	Party name of Party ID of which workflows to be viewed/ edited.
<b>Workflow Code</b>	Workflow code is displayed.
<b>Workflow Description</b>	Workflow description is displayed in editable form.

**Approval Details**

<b>Approval Level</b>	Approval levels for a user / user group. Administrator can remove or add approval levels in a workflow.
<b>User Name / User Groups</b>	User or a user group maintained at each level of approval. Administrator can edit an existing user/user group maintained at each level and can also specify user/user group for additional approval level.

- 
4. Edit the required details.
  5. Click **Add** to add the selected user/ user group at specific level of approval.  
OR  
Click  icon to remove specific approval level.
  6. Click **Save** to save Approval Workflow.  
OR  
Click **Back** to cancel the operation and go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
  7. The **Workflow Management - Edit- Review** screen appears post necessary validations. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
User is directed to **Workflow Management - Edit** screen with values in editable form.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
  8. The success message of saving the approval workflow modification appears along with the transaction reference number and status.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

## **FAQs**

5. **What is approval management?**

Approval Management enables a bank administrator to set up approval conditions for various transactions on channel banking. The approval management allows setting up the maker / checker flow, wherein a transaction is initiated by a maker and the same is authorized by a single / multiple checkers depending on the configuration.

6. **What is approval workflow maintenance?**

Approval workflows are created to support requirements where multiple levels of approval are required in a specific sequence for a transaction/maintenance. Each workflow can be configured to have up to 5 levels of approval with a specific user or a user group configured at each level.

7. **How many approval levels can I set up in the system?**

Administrator can set up minimum one and maximum five levels of approvals as a part of approval workflow.

8. **I can get the details of the list of users associated with a group?**

No, list of the users associated with a group cannot be viewed using workflow management screen.



## 20.2 Approval Rules

This function enables the Bank Administrator to set up conditions for approval as per the corporate requirements. Rule can be set up for financial transactions, non-financial transactions and/ or for maintenances. Flexibility exists to define approval rules with conditions stating that 'specific transaction' if initiated by a 'specific user/ user group' has to be approved by a 'specific approver/approver group' along with other attributes like amount range etc.

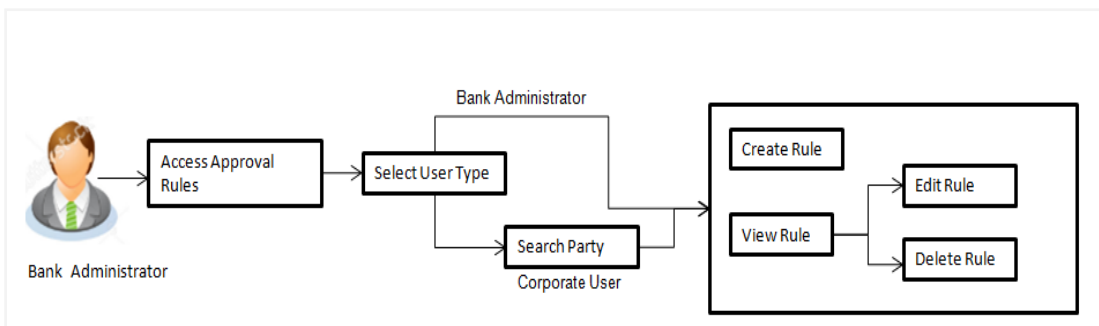
### Prerequisites:

- Transaction access is provided to Bank Administrator
- Party preference is maintained
- Multiple corporate and Administrator users are maintained
- Approval rule set up for Bank Administrator to perform the actions
- Necessary user groups and approval workflows are maintained

### Features supported in application

The Approval Rule maintenances allow the bank administrator to:

- Create Approval Rules
- View Approval Rules
- Edit Approval Rules
- Delete Approval Rules



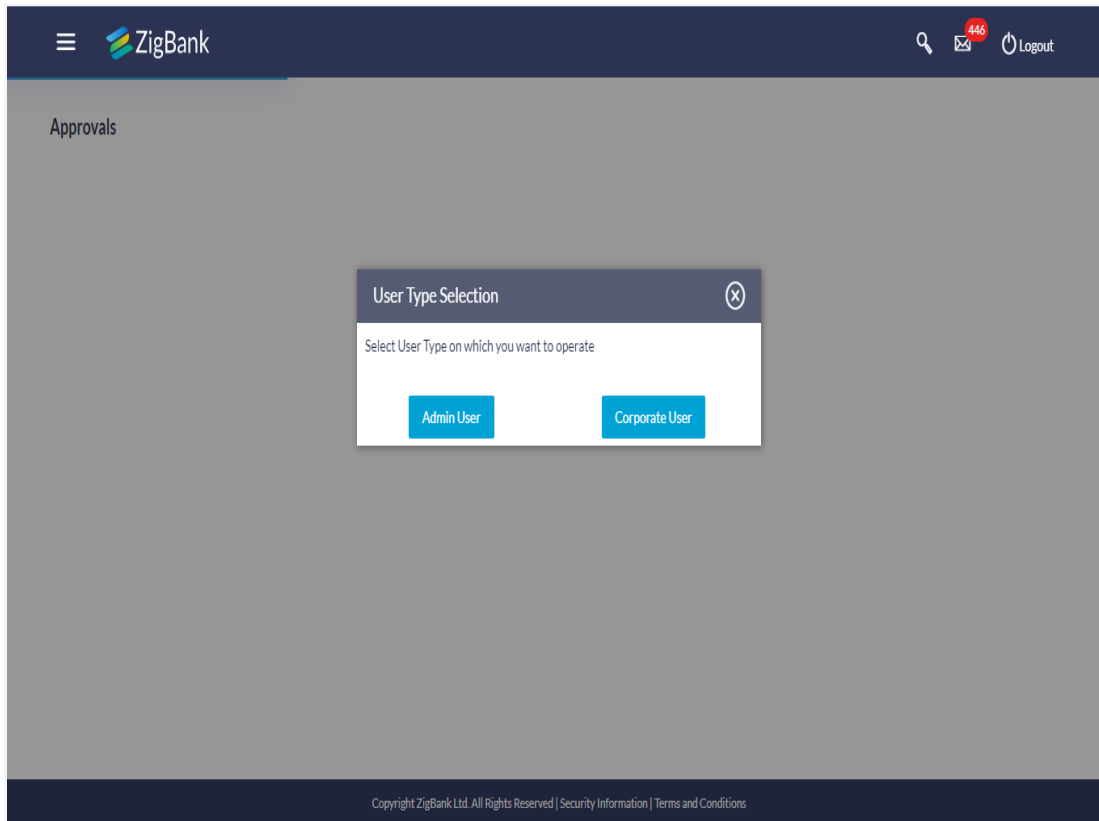
### How to reach here:

*Dashboard > Toggle Menu > Approvals > Rule Management > Approval Rules*

## 20.3 Approval Rules – Select User Type

Bank Administrator logs into the system and navigates to the Rule Management screen. On accessing the 'Approval Rules Management' menu, Bank Administrator has to select the user type for whom the rules are to be maintained.

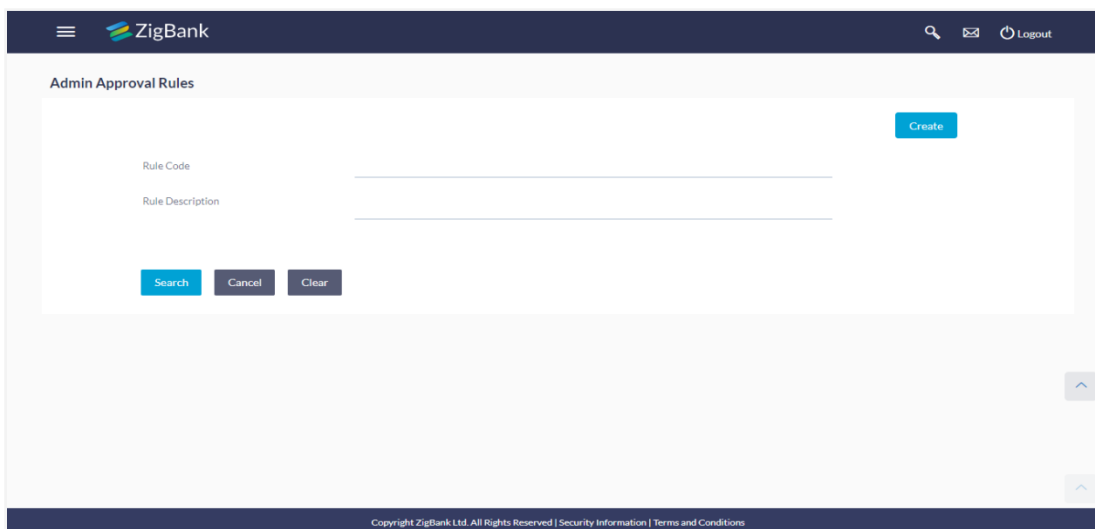
## Approval Rules – Select User Type



1. Click **Admin User** to access the Approval Rules of Bank Administrator users. The **Admin Approval Rules** screen appears.
2. Click **Corporate User** to access the Approval Rules of Corporate users. The **Approval Rules** screen appears.

## 20.4 Approval Rules - Admin User - Admin Approval Rules

### Admin Approval Rules



### Field Description

Field Name	Description
<b>Rule Code</b>	Search rules with a rules code of the already maintained approval rule.
<b>Rule Description</b>	Search rules with a rule description of the already maintained approval rule.

1. Click **Create** to create new admin workflow. The **Admin Approval Rules – Create** screen appears.  
 OR  
 Click **Cancel** to cancel the operation and navigate the user back to 'Dashboard'.  
 OR  
 Enter the search parameters and click **Search** to search the matching records.  
 OR  
 Click on '**Clear**' to clear the input search parameters.

### 20.4.2 Admin Approval Rules – Create

Approval rules can be setup based on the following parameters.

- Transactions
- Initiator
- Specific User
- User Group

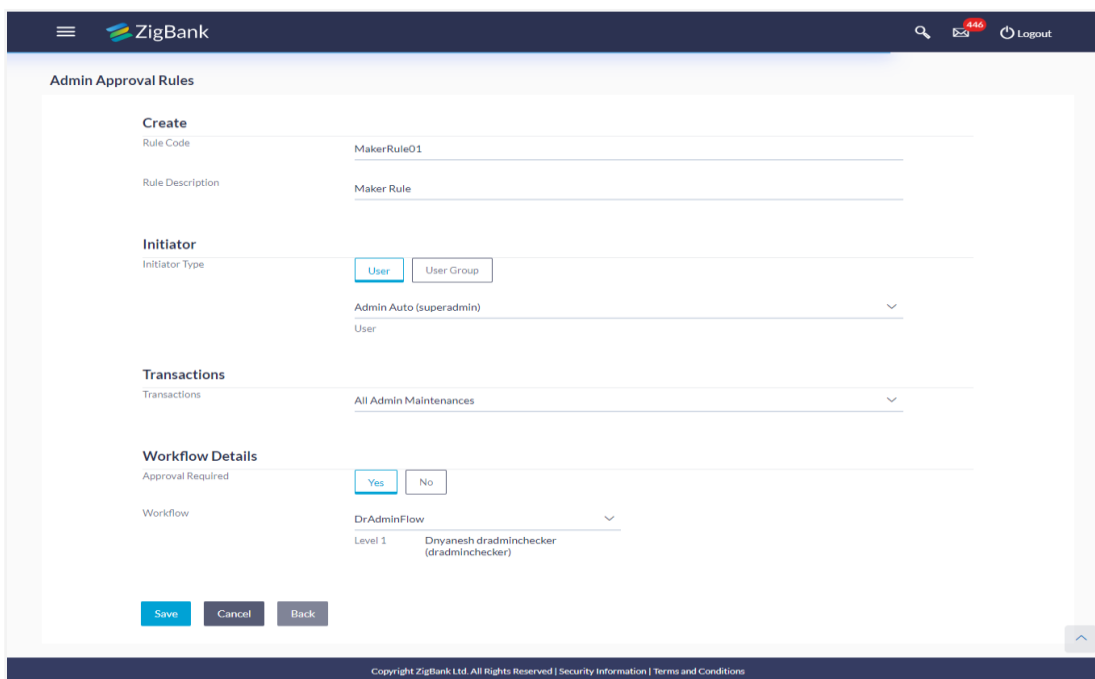
Bank Administrator can create multiple approval rules for Administrator users. In a scenario when a transaction is initiated and multiple rules are applicable as per set conditions, then the complex rule amongst all the applicable rules is applied for approval.

User can further define if for a condition, the transaction should be auto approved (which means there is no approval workflow and the transaction gets approved as soon as initiator submits the transaction) or should follow a set approval workflow and should get approved by the defined set of approvers. The same is achieved by attaching a workflow maintained for the administrator users.

**To create an approval rule:**

1. In the **Admin Approval Rules** screen, click **Create**. The **Admin Approval Rules - Create** screen appears.

**Admin Approval Rules - Create**



**Field Description**

Field Name	Description
<b>Rule Code</b>	To specify approval rule code.
<b>Rule Description</b>	To specify approval rule description.
<b>Initiator</b>	
<b>Initiator Type</b>	Initiator type who initiates the transaction. This has options as 'User' and 'User Group'.

Field Name	Description
<b>User Name / User Groups</b>	<p>Name of the user or user group as initiator.</p> <p>If initiator is selected as User, then all the users belongs to administrator user segment will be listed for selection.</p> <p>If initiator is selected as User Group, then all the user groups belongs to the administrator user segment will be listed for selection.</p>
<b>Transactions</b>	<p>All transactions to set the approval rules are listed.</p> <p>User can select specific transaction or all admin transactions.</p>
<b>Workflow Details</b>	
<b>Approval Required</b>	<p>Option to decide whether approval is required or not for the set condition.</p>
<b>Workflow</b>	<p>Field has description of the approval workflow. All workflows maintained for the administrator type of user segment are listed here along with the defined approval level for each of them.</p> <p>This field appears if you select <b>Yes</b> in the <b>Approval Required</b> field.</p>

2. In the **Rule Code** field, enter the code.
3. In the **Rule Description** field, enter the rule name.
4. From the **Initiator Type** field, click appropriate user / user group and select the user/ user group.
5. From the **Transaction** list, select the transactions to be mapped to the rule.
6. In the **Workflow Details** section, select whether approval is required for the mapped transactions.
  - f. If you select **Yes** option, select the appropriate **Workflow**.
7. Click **Save** to save the approval rule.
  - OR
  - Click **Back** to go back to previous screen.
  - OR
  - Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
8. The **Approval Rule - Create Review** screen appears. Verify the details, and click **Confirm**.
  - OR
  - Click **Edit** to make the changes if any.
  - The **Approval Rule - Create** screen with values in editable form appears.
  - OR
  - Click **Cancel** to cancel the operation and navigate back to the 'Dashboard'.
9. The success message of saving the created approval rule appears along with the transaction reference number and status.
  - Click **OK** to complete the transaction and navigate back to 'Dashboard'.

### 20.4.3 Admin Approval Rules – Search

Approval rules maintained (if any) for administrator users are displayed on the screen after searching with valid input. User can opt to view the details of existing rule or can create new approval rule using this screen.

**To search the approval rules for admin users:**

1. In the **Admin Approval Rules** screen, enter the search parameters and click **Search**. The **Admin Approval Rules** screen with search results appears based on the searched criteria.

#### Admin Approval Rules – Search

The screenshot displays the 'Admin Approval Rules' search interface. At the top, there is a search bar with 'Rule Code' and 'Rule Description' filters. The 'Rule Description' filter contains the text 'admin'. Below the search bar is a table listing the search results. The table has three columns: 'Rule Code', 'Rule Description', and 'Transactions'. At the bottom of the table, there are 'Cancel' and 'Back' buttons. The footer of the page contains the copyright information: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

Rule Code	Rule Description	Transactions
UI admin rule	UI admin rule	All Admin Maintenances
DradminRule	DradminRule	All Admin Maintenances
prauthadmin	prauthadmin	All Admin Maintenances
MustuAdminAutoAuth	Admin Rule Created for Mustu as a Auto Auth User	All Admin Maintenances
SDADMIN1RLO	SD ADMIN1 Rule Level 0	All Admin Maintenances
dradmin	dradmin	All Admin Maintenances
adminrule	adminrule	All Admin Maintenances
sonaladmin	sonaladmin	All Admin Maintenances
sonaladminmaker	sonaladminmaker	All Admin Maintenances
NDADMINRL1	ND Admin Rule 1	All Admin Maintenances
SJAdminSingleAuth	single approval rule for sjadminmaker	All Admin Maintenances
NDADMINRL2	Nelson Admin Rule 2	All Admin Maintenances
SRKONELEVELADMINAPPR	SRK One Level Administrator Approval	All Admin Maintenances
admin_rule	admin_rule	All Admin Maintenances
rkadmin12faTestRule	rkadmin12faTestRuleDesc	All Admin Maintenances
2faApprovalTestRule	rkadmin2faApprovalTestRuleDesc	All Admin Maintenances
SJAdminAutoAuth	auto approval rule for sjadmin	All Admin Maintenances

**Field Description**

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

**Search Results**

**Rule Code** Code of the already maintained approval rule.

**Rule Description** Description of the already maintained approval rule.

**Transactions** Transaction/ s for which the rule is maintained.

- 
- Click the **Rule code** link, to view details of the selected Approval Rule. The **Approval Rules - View** screen appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.  
OR  
Click **Create** to create new Approval Rules for admin users.

**20.4.4 Admin Approval Rules – View**

Further drill down is given on the each workflow to view the details of the users/ user groups who are the part of workflow.

**To view the admin approval rules:**

- In the **Admin Approval Rules** screen, click the **Rule Code** link, for which user wants to view the details. The **Admin Approval Rules - View** screen appears.

## Admin Approval Rules - View

The screenshot displays the 'Admin Approval Rules - View' interface. At the top, there is a navigation bar with the ZigBank logo and a search icon. The main content area is titled 'Admin Approval Rules' and contains several sections:

- View:** Rule Code: SRKONELEVELADMINAPPR; Rule Description: SRK One Level Administrator Approval.
- Initiator:** Initiator Type: User Group (selected); User Name: Shall Kadam (srkinitadmin).
- Transactions:** Transactions: All Admin Maintenances.
- Workflow Details:** Approval Required: Yes (selected); Workflow: ADMINONELEVELAPPR Level 1, Shall Kadam (srkappadmin).

At the bottom of the form, there are buttons for 'Edit', 'Delete', 'Cancel', and 'Back'. A footer at the very bottom reads 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>View</b>	
<b>Rule Code</b>	Approval rule code.
<b>Rule Description</b>	Approval rule description.
<b>Initiator</b>	
<b>Initiator Type</b>	Initiator type specified while creating a rule.
<b>User Name / User Groups</b>	Name of the user or user group defined as initiator for the rule condition.
<b>Transactions</b>	Transaction for which the rule is set up.
<b>Workflow Details</b>	
<b>Approval Required</b>	Field displays whether approval is required or not for the set condition.



Field Name	Description
<b>Workflow Details</b>	Field displays the approval workflow details along with the defined approval levels.  This field appears if you select <b>Yes</b> in the <b>Approval Required</b> field.

- Click **Edit** to edit the approval rule. The **Admin Approval Rule - Edit** screen with values in editable form appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.  
OR  
Click **Delete** to delete the approval rule.  
The application will prompt the administrator with a deletion message, Click **Yes** to confirm.  
User is directed to **Admin Approval Rule – Delete** confirmation page.

#### 20.4.5 Admin Approval Rules - Edit

Bank Administrator can edit the approval rules. An Administrator is allowed to change the description of the rule and is also allowed to change the parameters associated with the specific approval rule.

Edited rules are applicable for new transactions initiated post rule update. Previously initiated transactions which are pending approval will follow a rule which was applied at the time of transaction initiation.

##### To edit an approval workflow:

- In the **Admin Approval Rules** screen, click the **Rule Code** link, for which you want to view the details. The **Admin Approval Rules - View** screen appears.
- Click **Edit**. The **Admin Approval Rules - Edit** screen appears.

## Admin Approval Rules - Edit

### Field Description

Field Name	Description
<b>Edit</b>	
<b>Rule Code</b>	Approval rule code provided by the user.
<b>Rule Description</b>	Approval rule description provided by the user in editable form.
<b>Initiator</b>	
<b>Initiator Type</b>	Initiator type who initiates the transaction will be displayed in editable form.
<b>User Name / User Groups</b>	Name of the user or user group as initiator will be displayed in editable form.  If initiator is selected as User, then all the users belonging to the administrator type of user segment will be listed for selection.  If initiator is selected as User Group, then all the user groups belonging to the administrator type of user segment will be listed for selection.

Field Name	Description
<b>Workflow Details</b>	
<b>Approval Required</b>	Whether approval is required will be displayed in editable form.
<b>Workflow Details</b>	<p>Details of the approval workflow along with the defined approval levels for a condition will be displayed in editable form.</p> <p>This field appears if you select <b>Yes</b> in the <b>Approval Required</b> field.</p>

3. Edit the required details.
4. Click **Save** to save the approval rule.  
OR  
Click **Back** to cancel the operation and to go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
5. The **Admin Approval Rule - Edit Review** screen appears post necessary validations. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The **Admin Approval Rule - Edit** screen with values in editable form appears.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
6. The success message of saving the approval rule modification appears along with the transaction reference number and status.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

## 20.5 Approval Rules - Corporate User - Approval Rule

### 20.5.1 Approval Rules - Corporate User - Search

System displays a screen to enter the party information (party ID or party name) and search party for which the approval rules are to be maintained/ viewed.

User can enter the party ID (if known) or the party name with a minimum of 5 characters.

System matches the input provided by the user with the party name records and displays the matching party records.

In case of a party search by party ID, it is an exact match and system displays the rules maintained if any.

In case of a party search by name, system displays the matching party records. The records have parties listed with both Party ID and Party Name information. User can select the record by clicking on the Party ID from the list.

## Approval Rules - Corporate User

The screenshot shows a web interface for 'Approval Rules - Corporate User'. At the top, there is a dark blue header with the ZigBank logo on the left and search, notification (105), and Logout icons on the right. The main content area is white and contains two input fields: 'Party ID' and 'Party Name'. Below these fields are three buttons: 'Search' (blue), 'Cancel' (grey), and 'Clear' (grey). At the bottom of the page, there is a dark blue footer with the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

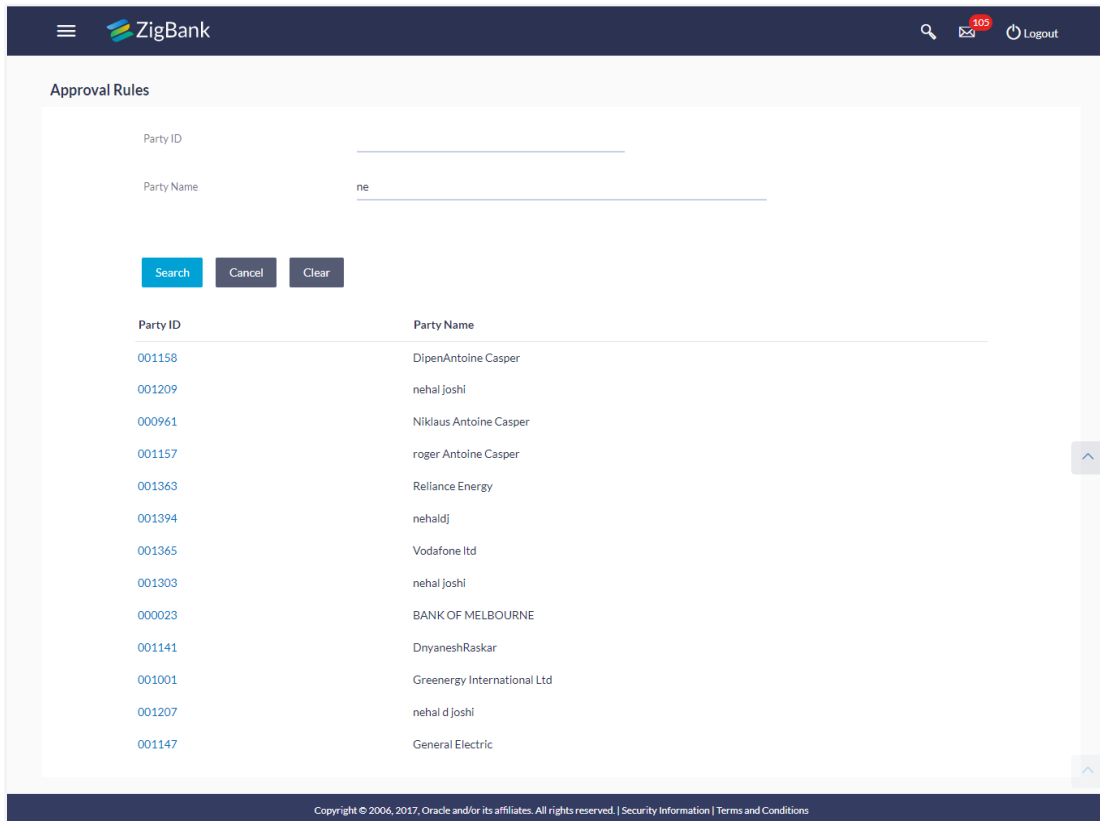
Field Name	Description
Party ID	Party IDs as per search input.
Party Name	Party names of the party ID.

### To search the approval rules for corporate users:

1. In the **Approval Rules** screen, enter the party ID in the **Party ID** field.  
OR  
In the **Party Name** field, enter the party name.
2. Click **Search** to search the matching records. The **Approval Rules** screen with search results appears based on the searched criteria.  
OR  
Click **Cancel** to cancel the operation and navigate the user back to 'Dashboard'.  
OR  
Click **Clear** to clear the input search parameters.

**Note:** The Approval rule - Corporate User - Party Search Results screen appears only if no approval rule is created, else the search results displays the approval rules already created by the party.

## Approval Rules - Corporate User - Party Search



### Field Description

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

### Search Results

**Party ID** List of the Party IDs as per search input.

**Party Name** List of the Party names of the party IDs as per search input.

- Click the **Party ID** link, to view details. The **Approval Rule - Summary** screen appears.  
 OR  
 Click **Back** to go back to previous screen.  
 OR  
 Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

## Approval Rule – Summary

Rule Code	Maker	Approval Required	Workflow Code
<a href="#">Corpmaker1</a>	shantanu.d1	No	
<a href="#">MianCorp</a>	corp007	Yes	corp007approver
<a href="#">finance</a>	corp007	Yes	corp007approver
<a href="#">nonfin</a>	corp007	Yes	corp007approver

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- Click the **Rule code** link, to view details of the selected Approval Rule. The **Approval Rules - View** screen appears.

OR

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

OR

Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

OR

Click **Create** to create new Approval Rule for corporate users.

### 20.5.2 Approval Rule – Corporate User - Create

Bank Administrator can create approval rules for the corporate users. Administrator is allowed to create an approval rule only if the party preference is maintained and party is in active status.

Approval rules can be setup based on the following parameters.

- Type of Transaction
  - Financial Transactions
    - Option is used to setup approval rules for the transactions, this involves exchange of money.
    - E.g. Money Transfer, Draft Issuance, Redeem Term Deposit etc.
  - Non Financial Transactions
    - Option is used to setup approval rules for the transaction which are for an account, but does not involve exchange of money.
    - E.g. Cheque Book Request, Statement Request, Stop Cheque etc.
  - Maintenance
    - Option is used to setup approval rules for the transaction which are not linked to any account.
    - E.g. Payee Maintenance, Biller Maintenance etc.

- Administration
  - Option is used to setup approval rules for the transactions which corporate administrator can initiate
  - E.g. Account-Transaction mapping, Approval related maintenances etc.
- Initiator
  - Specific User
  - User Group
- Accounts
- Transactions
- Currency
- Amount Range

Administrator can create multiple approval rules for party users. In a scenario when a transaction is initiated and multiple rules are applicable as per set conditions, then the complex rule amongst all the applicable rules is applied for approval.

User can further define if for a condition, the transaction should be auto approved (which means there is no approval workflow and the transaction gets approved as soon as initiator submits the transaction) or should follow a set approval workflow and should get approved by the defined set of approvers. The same is achieved by attaching a workflow maintained for the corporate party.

#### **To create an approval rule for corporate user:**

1. In the **Approval Rules** screen, enter the search parameters and click **Search**. The **Approval Rules** screen with both Party ID and Party Name appears.
2. Click the **Party ID** link, to view details. The **Approval Rule - Summary** screen appears.
3. Click **Create**. The **Approval Rules - Create** screen appears.

## Approval Rules – Corporate User - Create

**Approval Rules**

**Create**

Party ID: 000961

Party Name: Niklaus Antoine Casper

Rule Type:

Rule Code: Corpmaker1

Rule Description: corp maker rule

**Initiator**

Initiator Type:

Ashok Jain (shantanu.d1)

User

**Transactions**

Transactions: All Financial Transactions

**Accounts**

Accounts: All

**Currency**

Currency: GBP

**Amount Range**

From Amount: £1,000.00

To Amount: £10,000,000.00

**Workflow Details**

Approval Required:

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### Field Description

Field Name	Description
Party ID	Party ID for which an approval rule is to be maintained.
Party Name	Party name of Party ID for which an approval rule is to be maintained.



Field Name	Description
<b>Rule Type</b>	Transaction rule type for which the approval rule needs to be set up. The transaction rule types are: <ul style="list-style-type: none"> <li>•Financial</li> <li>•Non Financial</li> <li>•Maintenance</li> <li>•Administration</li> </ul>
<b>Rule Code</b>	To specify approval rule code.
<b>Rule Description</b>	To specify approval rule description.
<b>Initiator</b>	
<b>Initiator Type</b>	Initiator type who initiates the transaction. This has options as 'User' and 'User Group'.
<b>User / User Group</b>	Name of the user or user group as initiator. If initiator is selected as User, then all the users belongs to the party will be listed for selection. If initiator is selected as User Group, then all the user groups belongs to the party will be listed for selection.
<b>Transactions</b>	Type of transactions to set the approval rules. Type of transactions depends on the selection of rule type.
<b>Accounts</b>	Type of accounts. This field appears if you select <b>Financial</b> and <b>Non Financial</b> in the <b>Rule Type</b> field.
<b>Currency</b>	Currency type in which the financial approval rule for a corporate is defined. This field appears if you select <b>Financial</b> in the <b>Rule Type</b> field.
<b>From Amount/ To Amount</b>	Transactions allowed for the user between the amount range. This field appears if you select <b>Financial</b> in the <b>Rule Type</b> field.
<b>Workflow Details</b>	
<b>Approval Required</b>	Option to decide whether approval is required or not for the set condition.
<b>Workflow</b>	Field has description of the approval workflow. All workflows maintained for the party are listed here along with the defined approval level for each of them. This field appears if you select <b>Yes</b> in the <b>Approval Required</b> field.

4. In the **Rule Type** field, select the appropriate transaction rule type.
5. In the **Rule Code** field, enter the code.
6. In the **Rule Description** field, enter the rule name.
7. From the **Initiator Type** field, click appropriate user / user group and select the user/ user group.
8. From the **Transaction** list, select the transactions to be mapped to the rule.
9. From the **Accounts** list, select the appropriate account, if you have selected **Financial** option in the **Rule Type** field.
10. From the **Currency** list, select the appropriate account currency, if you have selected **Financial** option in the **Rule Type** field.
11. In the **Amount Range** section, enter the appropriate amount if you have selected **Financial** and **Non Financial** option in the **Rule Type** field.
12. In the **Workflow Details** section, select whether approval is required for the mapped transactions.
13. If you select **Yes** option, select the appropriate **Workflow**.
14. Click **Create** to save the approval rule.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
15. The **Approval Rule - Create - Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The **Approval Rule - Create** screen with values in editable form appears.  
OR  
Click **Cancel** to cancel the operation and navigate back to the 'Dashboard'.
16. The success message of saving the created approval rule appears along with the transaction reference number and status.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

### 20.5.3 Approval Rules – Corporate User – Rule Summary

Bank Administrator logs into the system and navigates to the Rules Management screen, and searches the party. On accessing the party ID, approval rules maintained (if any) for the party mapped to the user are displayed on the screen. User can opt to view the details of existing rules or can create new approval rule using this screen.

#### How to reach here:

*Dashboard > Toggle Menu > Approvals > Rule Management > Approval Rules > Corporate User > Search Party > View Rule summary*

## Approval Rule – Summary

Approval Rules

Party ID: 000961

Party Name: Niklaus Antoine Casper

[Create](#)
[Cancel](#)
[Back](#)

Rule Code	Maker	Approval Required	Workflow Code
Corpmaker1	shantanud1	No	
MianCorp	corp007	Yes	corp007approver
finance	corp007	Yes	corp007approver
nonfin	corp007	Yes	corp007approver

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### Field Description

Field Name	Description
<b>Party ID</b>	Party ID for which an approval rule is to be viewed.
<b>Party Name</b>	Party name of Party ID for which an approval rule is to be viewed.
<b>Search Results</b>	
<b>Rule Code</b>	The approval rule code.
<b>Maker</b>	Initiator type (User ID or User Group Code) of the transaction. This field will be displayed only if existing approval rules are available under a party.
<b>Approval Required</b>	Whether approval is required for each rule maintained.
<b>Workflow Code</b>	The approval workflow code.

1. Click the **Rule code** link, to view details of the selected Approval Rule. The **Approval Rules - View** screen appears.  
OR

- Click **Back** to go back to previous screen.
- OR
- Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
- OR
- Click **Create** to create new Approval Rule for corporate users.

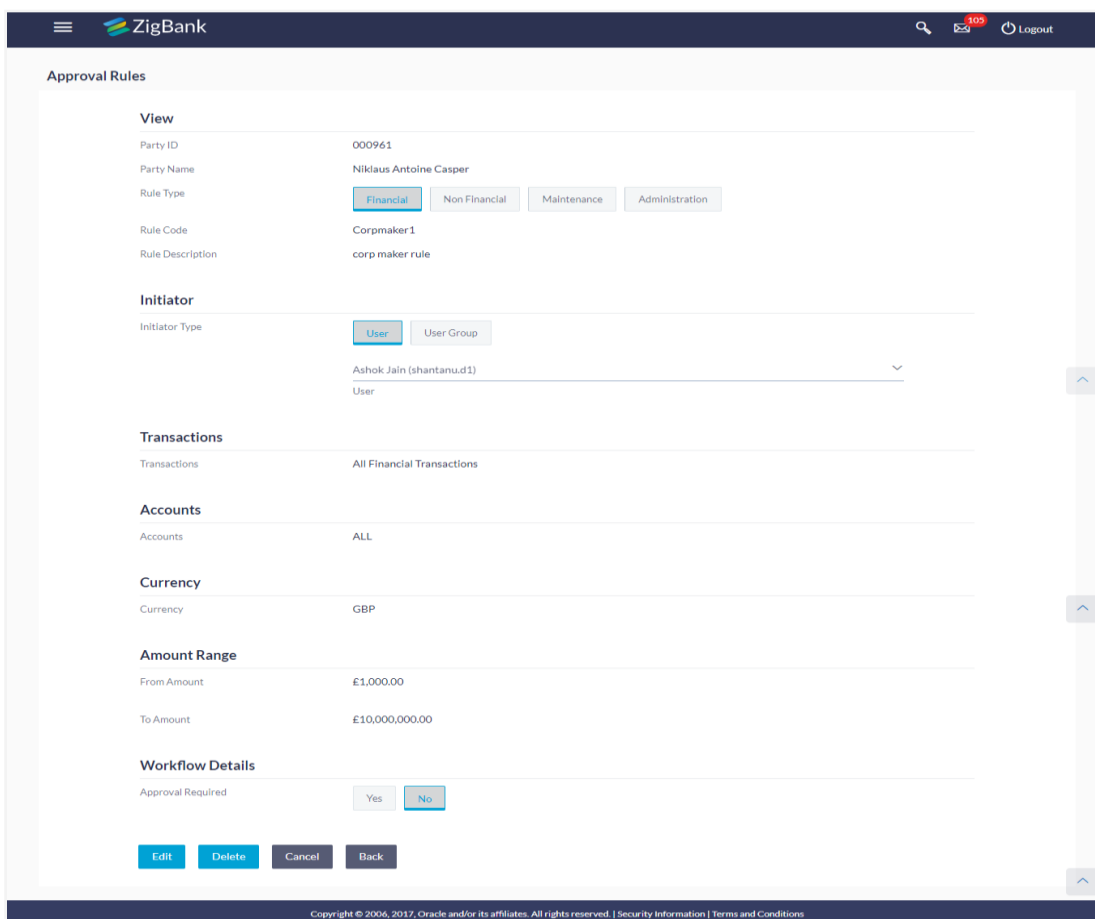
### 20.5.4 Approval Rules - View

On accessing 'Rules Management' menu option, and searching rules by providing party ID, summarized view of all the approval rules maintained (if any) for the party are displayed on the screen. Further drill down is given on the each rule to view the details of approval rule.

#### To view the approval rules for corporate users:

1. In the **Approval Rules** screen, enter the search parameters and click **Search**. The **Approval Rules** screen with both Party ID and Party Name appears.
2. Click the **Party ID** link, to view details. The **Approval Rule - Summary** screen appears.
3. Click the **Rule Code** link, for which you want to view the details. The **Approval Rules - View** screen appears.

#### Approval Rules View



**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>View</b>	
<b>Party ID</b>	Party ID for which an approval rule is to be viewed.
<b>Party Name</b>	Party name of Party ID for which an approval rule is to be viewed.
<b>Rule Type</b>	Transaction rule type for which the approval rule is set up. The transaction rule types are: <ul style="list-style-type: none"> <li>•Financial</li> <li>•Non Financial</li> <li>•Maintenance</li> <li>•Administration</li> </ul>
<b>Rule Code</b>	Approval rule code.
<b>Rule Description</b>	Approval rule description.
<b>Initiator</b>	
<b>Initiator Type</b>	Initiator type specified while creating a rule.
<b>User Name / User Groups</b>	Name of the user or user group defined as initiator for the rule condition.
<b>Transactions</b>	Transaction for which the rule is set up.
<b>Accounts</b>	Field will display the account for which rule being viewed is set up. This field appears if you select <b>Financial</b> and <b>Non Financial</b> in the <b>Rule Type</b> field.
<b>Currency</b>	Currency type in which the financial approval rule for a corporate is defined. This field appears if you select <b>Financial</b> in the <b>Rule Type</b> field.
<b>From Amount/ To Amount</b>	Transactions allowed for the user between the amount range. This field appears if you select <b>Financial</b> in the <b>Rule Type</b> field.
<b>Workflow Details</b>	
<b>Approval Required</b>	Field displays whether approval is required or not.

Field Name	Description
<b>Workflow Details</b>	Field displays the approval workflow details along with the defined approval levels.  This field appears if you select <b>Yes</b> in the <b>Approval Required</b> field.

4. Click **Edit** to edit the approval rule. The **Approval Rule - Edit** screen with values in editable form appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.  
OR  
Click **Delete** to delete the approval rule.  
The application will prompt the administrator with a deletion message, Click **Yes** to confirm.  
User is directed to **Admin Approval Rule – Delete** confirmation page.

### 20.5.5 Approval Rules - Edit

Bank Administrator can edit the approval rules. An administrator is allowed to change the description of the rule and is also allowed to change the parameters associated with the specific approval rule.

Modifications in approval rule are allowed only if the party preference is in active status.

Edited rules are applicable for new transactions initiated post rule update. Previously initiated transactions which are pending approval will follow a rule which was applied at the time of transaction initiation.

#### To edit an approval workflow:

1. In the **Approval Rules** screen, enter the search parameters and click **Search**. The **Approval Rules** screen with both Party ID and Party Name appears.
2. Click the **Party ID** link, to view details. The **Approval Rule - Summary** screen appears.
3. Click the **Rule Code** link, for which you want to view the details. The **Approval Rules - View** screen appears.
4. Click **Edit** to edit the approval rule. The **Approval Rule - Edit** screen with values in editable form appears.

## Approval Rules - Edit

**Approval Rules**

**Edit**

Party ID: 000961

Party Name: Niklaus Antoine Casper

Rule Type:

Rule Code: Corpmaker1

Rule Description: corp maker rule

**Initiator**

Initiator Type:

Ashok Jain (shantanu.d1) k  
User

**Transactions**

Transactions: All Financial Transactions k

**Accounts**

Accounts: AT30009610185 k

**Currency**

Currency: GBP k

**Amount Range**

From Amount: £1,000.00

To Amount: £20,000,000.00

**Workflow Details**

Approval Required:

Workflow: SRK1LevelCorpAppr  
Level 1  
Shallendra Kadam srkcorp

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### Field Description

#### Field Name

#### Description

#### Edit

#### Party ID

Party ID for which an approval rule is to be modified.

#### Party Name

Party name of Party ID for which an approval rule is to be modified.

Field Name	Description
<b>Rule Type</b>	<p>Transaction rule type for which the approval rule is set up will be displayed.</p> <p>The transaction rule types are:</p> <ul style="list-style-type: none"> <li>•Financial</li> <li>•Non Financial</li> <li>•Maintenance</li> <li>•Administration</li> </ul>
<b>Rule Code</b>	Approval rule code provided by the user.
<b>Rule Description</b>	Approval rule description provided by the user in editable form.
<b>Initiator</b>	
<b>Initiator Type</b>	Initiator type who initiates the transaction will be displayed in editable form.
<b>User Name / User Groups</b>	<p>Name of the user or user group as initiator will be displayed in editable form.</p> <p>If initiator is selected as User, then all the users belonging to the party will be listed for selection.</p> <p>If initiator is selected as User Group, then all the user groups belonging to the party will be listed for selection.</p>
<b>Transactions</b>	<p>Type of transactions to set the approval rules will be displayed in editable form.</p> <p>Type of transactions depends on the selection of rule type.</p>
<b>Accounts</b>	<p>Type of accounts will be displayed in editable form.</p> <p>This field appears if you select <b>Financial</b> and <b>Non Financial</b> in the <b>Rule Type</b> field.</p>
<b>Currency</b>	<p>Currency type in which the financial approval rule for a corporate is defined.</p> <p>This field appears if you select <b>Financial</b> in the <b>Rule Type</b> field.</p>
<b>From Amount/ To Amount</b>	<p>Transactions allowed for the user between the defined amounts ranges will be displayed in editable form.</p> <p>This field appears if you select <b>Financial</b> in the <b>Rule Type</b> field.</p>
<b>Workflow Details</b>	
<b>Approval Required</b>	Whether approval is required will be displayed in editable form.



Field Name	Description
<b>Workflow Details</b>	<p>Details of the approval workflow along with the defined approval levels for a condition will be displayed in editable form.</p> <p>This field appears if you select <b>Yes</b> in the <b>Approval Required</b> field.</p>

5. Edit the required details.
6. Click **Save** to save the approval rule.  
OR  
Click **Back** to cancel the operation and to go back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
7. The **Approval Rule - Edit Review** screen appears post necessary validations. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The **Approval Rule - Edit** screen with values in editable form appears.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
8. The success message of saving the approval rule modification appears along with the transaction reference number and status.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

## FAQs

### 1. How many approval levels can I set up in the system?

Administrator can set up minimum one and maximum five levels of approvals as a part of approval workflow. Whereas, maximum levels of approvals that the user can set is configurable as Day0.

### 2. Which approval rule will get applied when multiple applicable approval rules are found for specific transaction?

In a scenario when a transaction is initiated and multiple rules are applicable as per set conditions, then the complex rule amongst all the applicable rules is applied for approval.

### 3. What happens to the approval process when approval rule gets edited and a transaction is pending with one of the approver for approval?

Edited rules are applicable for new transactions initiated post rule update. Previously initiated transactions which are pending approval will follow a rule which was applied at the time of transaction initiation.

### 4. What happens if the transaction is initiated in the currency in which approval rule is not maintained?

If the rule is not maintained in specific currency, then the approval rule set in the local currency for the transaction and amount combination will be applied.

### 5. What happens if the approval rule in local currency is not maintained in above scenario?

[Home](#)

## 21. Alerts Subscription

Alerts subscription is an option that users of an application or service, have, to subscribe to for getting event based notifications. Retail and Corporate users of the bank, can contact the bank to subscribe to alerts. The Bank Administrator subscribes users to alerts, delivered through Email, SM, through push notification or in their on-screen mailbox.

Note that this functionality is for non-mandatory alerts.

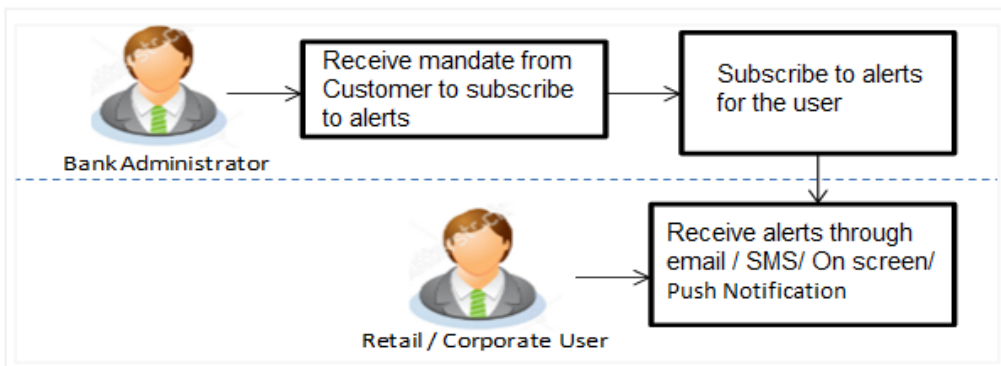
### The subscribed alert types are:

- User Level Alerts
- Customer Level Alerts
- Account Level Alerts

### Pre-Requisites

- Transaction access is provided to Bank Administrator.
- Approval rule set up for Bank Administrator to perform the actions.
- Maintain Alerts, so that these are available for subscription
- Customers (retail and corporate users) are maintained

### Workflow



### Features Supported In Application

- Search alerts subscribed
- Subscribe / unsubscribe to alerts

### How to reach here:

*Administration Dashboard > Toggle menu > Others > Alerts Subscription*

## 21.1 Alerts Subscription - Search

Using this option, the Bank Administrator can search and view the details of alerts subscribed. If the search parameters are not specified, records of all the alerts maintained for a party are displayed. All the alerts subscribed for a party will be displayed in the respective categories viz. Current and Savings, Term Deposits, Loans etc. in a table.

### To view subscribed alerts for a party:

1. From the **User Type** list, select the appropriate option whose alerts you wish to view.
2. In the **User Name** field, enter the user name.
3. Click **More Search Options** to enter the additional search criteria.
4. Click **Search**.  
The search result appears based on the search criteria.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.

## Alerts Subscription - Search

**Alerts Subscription**

User Type: Corporate User

User Name: nelson [More Search Options](#)

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Email: \_\_\_\_\_

Mobile Number: \_\_\_\_\_

Party ID: \_\_\_\_\_ [Search Party Name](#)

[Search](#) [Cancel](#) [Clear](#)

**Search Results**

Full Name	Party ID / Name	User Name	Email / Mobile Phone
Nelson Dsouza	10413204	nelsondsouza@gmail.com	nelsondsouza@gmail.com
Nelson Dsouza	10413209	nelsondsouza	nelson.dsouza@oracle.com 983441801
Nelson Dsouza	006738	nelsonjohn	nelson.dsouza@oracle.com 2135654896
Nelson Dsouza	000028618	nelsondsouza81@gmail.com	nelsondsouza81@gmail.com
Nelson Dsouza	000028697	nelson.dsouza@gmail.com	nelson.dsouza@gmail.com
Nelson Dsouza	000028916	nelsonds@gmail.com	nelsonds@gmail.com
Nelson Dsouza	000028917	nelsonds@gmail.com	nelsonds@gmail.com
Nelson D	7000081	nelson.dsouza@oracle.com	nelson.dsouza@oracle.com
Nelson Dsouza	006956608	nelsondsouza72@gmail.com	nelsondsouza72@gmail.com
Nelson Dsouza	006956616	nelsondsouza73@gmail.com	nelsondsouza73@gmail.com

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## Field Description


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


<b>User Type</b>	The user type. The options are:
------------------	------------------------------------

- Corporate User
- Retail User

<b>User Name</b>	User name maintained in the core banking application for retail users and maintained for corporate users.
------------------	---

Field Name	Description
<b>First Name</b>	User's first name.
<b>Last Name</b>	User's last name.
<b>Email</b>	User's registered email address.  <b>Note:</b> For a retail user, the email Id will be fetched from the Party ID maintained in the Core Banking Application. For a corporate user the email ID will be fetched from Users maintained in <b>User Management</b> .
<b>Mobile Number</b>	User's registered mobile number.  <b>Note:</b> For a retail user, the mobile number will be fetched from the Party details maintained in the Core Banking Application. For a corporate user the mobile number will be fetched from Users maintained in <b>User Management</b> .
<b>Party ID</b>	Party ID of the user.
<b>Search Party Name</b>	Enter Party Id, and click to search the party name of the user.
<b>Search Result</b>	
<b>Full Name</b>	Full name of the user.
<b>Party Id/ Name</b>	Party Id and/ or name of the user.
<b>User Name</b>	User name of the user.
<b>Email/ Mobile Number</b>	Email and/ or mobile number of the user.

- For the detailed view, click on **User Name** field. The tabs for all modules CASA/ Term Deposit/ Loans / Profile that the user has access to with the respective account numbers appears.
- Click  against the particular account number to view alert type and delivery mode, for each CASA (Current and Savings Accounts) / TD (Term Deposits) / Loans account.

**Note:** View the  icon on the delivery mode against the alert, if the user has subscribed to any alerts for that.

## Alerts Subscription - Detailed View

☰
ZigBank
🔍
📧 30
🔌 Logout

**Alerts Subscription**

---

**Update Subscription**

User Type: corporateuser  
 User Name: MustuCorp12  
 Party ID: 001147  
 Party Name:  
 Email: mustufa.gari@oracle.com  
 Mobile Number: 8764567898

CASA
TD
LOANS
PROFILE
PAYMENTS

Account Number AT30011470082

Alert Type	Alert Type	Send Alert Via
<input checked="" type="checkbox"/>	Account Statement Generated	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Account Status Changed	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	ATM Cash Withdrawal	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Account Balance Changed	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Cash Deposited	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Cash Refund Credited	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Cheque Clearance Credited	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Cheque Clearance Debited	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Debit Card Payment	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	External Transfer Credited	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Internal Transfer Credited	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Inward Cheque returned	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Maintenance Charges Debited	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Outward Cheque returned	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Bill Payment Debited	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	External Transfer Debited	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Internal Transfer Debited	✉️ 🗨️ 🔔 📱
<input checked="" type="checkbox"/>	Future Dated Payment Instruction Failed	✉️ 🗨️ 🔔 📱

Account Number AT30011470093

Account Number AT30011470060

Account Number AT30011470027

Account Number AT30011470038

Account Number AT30011470049

Account Number AT30011470107

Account Number AT30011470129

Account Number AT30011470058

Save
Cancel
Back

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7. Subscribe/ unsubscribe alerts, and click **Save** to subscribe/ unsubscribe alerts.  
 OR  
 Click **Cancel** to cancel the transaction.

OR  
Click **Back** to navigate to previous screen.

## 21.2 Subscribe/ Unsubscribe Alerts

Using this option, Bank Administrator can modify the alerts subscribed for the user.

### To subscribe / unsubscribe alerts:

1. Repeat steps 1 to 3 of **Alerts Subscription- Search** section.  
The categories viz details of an alert subscribed appears.
2. Click  against the particular account number to view the alerts subscribed.

## Alerts Subscription - Subscribe / Unsubscribe

☰ ZigBank
🔍 08 Logout

### Alerts Subscription

**Update Subscription**

User Type: corporateuser  
 User Name: MustuCorp12  
 Party ID: 001147  
 Party Name:  
 Email: mustufa.gari@oracle.com  
 Mobile Number: 8764567898

CASA
TD
LOANS
PROFILE
PAYMENTS

Account Number AT30011470082

	Alert Type	Send Alert Via
✓	Account Statement Generated	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
✓	Account Status Changed	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
✓	ATM Cash Withdrawal	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	Account Balance Changed	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
✓	Cash Deposited	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	Cash Refund Credited	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	Cheque Clearance Credited	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	Cheque Clearance Debited	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	Debit Card Payment	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	External Transfer Credited	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	Internal Transfer Credited	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	Inward Cheque returned	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>
✓	Maintenance Charges Debited	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	Outward Cheque returned	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	Bill Payment Debited	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
✓	External Transfer Debited	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
✓	Internal Transfer Debited	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
✓	Future Dated Payment Instruction Failed	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>

Account Number AT30011470093

Account Number AT30011470060

Account Number AT30011470027

Account Number AT30011470038

Account Number AT30011470049

Account Number AT30011470107

Account Number AT30011470129

Account Number AT30011470058

Save
Cancel
Back

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## Field Description

Field Name	Description
<b>User Type</b>	<p>The user type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Retail User</li> </ul>
<b>User Name</b>	User name maintained in the Core Banking Application for retail users and maintained for users.
<b>First Name</b>	User's first name.
<b>Last Name</b>	User's last name.
<b>Email</b>	<p>User's registered email address.</p> <hr/> <p><b>Note:</b> For a retail user, the email Id will be fetched from the Party ID maintained in the Core Banking Application. For a corporate user the email ID will be fetched from Users maintained in <b>User Management</b>.</p> <hr/>
<b>Mobile Number</b>	<p>User's registered mobile number.</p> <hr/> <p><b>Note:</b> For a retail user, the mobile number will be fetched from the Party details maintained in the Core Banking Application. For a corporate user the mobile number, will be fetched from Users maintained in <b>User Management</b>.</p> <hr/>
<b>Party ID</b>	Party Id of the user for whom alerts to be subscribed.
<b>Party Name</b>	Party name of the user.
<b>Email</b>	<p>Registered email id of the user.</p> <hr/> <p><b>Note:</b></p> <ol style="list-style-type: none"> <li>1) For a retail user, the email Id will be fetched from the Party ID maintained in the Core Banking Application.</li> <li>2) For a corporate the email ID will be fetched from Users maintained in User Management.</li> </ol> <hr/>
<b>Mobile Number</b>	Registered mobile number of the user.
<b>Search Result</b>	

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

<b>Module Name</b>	Name of the module to which alerts is maintained. The options can be:
--------------------	--

- CASA
- Loan
- TD
- Profile
- Payments

<b>Account Number</b>	Account number for which the user is viewing/ updating the alert subscription.
-----------------------	--

### CASA /TD/ Loans/ Payments


Subscribed alerts displayed in tabs for all modules that the user has access to with the respective account numbers.

<b>Alert Name</b>	The alert type mostly in the form of an event for which an alert is to send to a user.
-------------------	--

<b>Send Via Alert</b>	The delivery mode through which the alert is to be sent. The options are:
-----------------------	--

- Email: alert is to be sent as an email
- SMS : alert is to be sent as an SMS on the user's mobile number
- On screen Mailbox: on screen, alert sent to as an email to user's mailbox
- Push Notification: notifications are sent as a banner or pop-up message on the user's mobile number


---


**Note:** The active mode is the delivery mode that has an  icon against it.


---


### Profile


3. Click against the particular account number to update the details.

g. Click  to send alert as an email.  
OR

Click  to send alert as a mail to On screen mailbox.  
OR

Click  to send alert as SMS on the user's mobile number.  
OR

Click  to push notifications as a banner or pop-up message on the user's mobile number.

4. The active mode is the delivery mode that has an  icon against it.
5. Click **Save** to save the Alert Subscription.  
User will be directed to the Alert Subscription - Edit - Review page post necessary validations.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
6. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make changes if any.  
User is directed to **Alert Subscription – Edit** screen with values in editable form.  
OR  
Click **Cancel** to cancel the transaction and navigate back to 'Dashboard'.
7. The success message along with the transaction reference number appears. Click **Kotok** complete the transaction.

## **FAQs**

1. **Which alerts can the Bank Administrator subscribe or unsubscribe, for the retail or corporate user?**  
The alerts which are not mandatory can be subscribed or unsubscribed, by the Bank Administrator, according to the preferences of the retail or corporate user.
2. **What if the Retail or Corporate customer wants to opt-out of alerts?**  
The Bank Administrator will unsubscribe the Retail or Corporate customers, so that they will not receive alerts. Note that the customer will continue to receive the mandatory alerts irrespective of his choice on the subscribed alerts.

[Home](#)

## 22. Biller Category Mapping

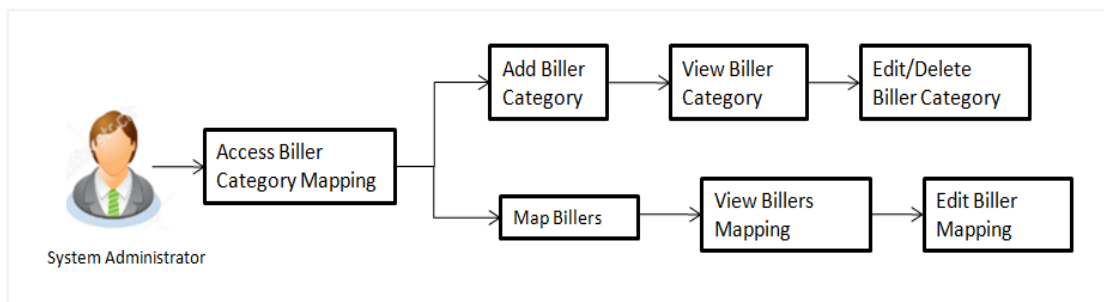
The customers of the Bank initiate bill (utility) payments from their accounts using channel banking facility by selecting billers maintained by the Bank. Core banking applications/Product Processor maintains various billers. Using biller category mapping maintenance, System Administrators can map a biller category to each biller maintained in the core banking application.

System Administrator creates biller category and maps these billers to each type of biller category through channel banking, which are then made available to the customers for selection while initiating bill payment. E.g. administrator can create biller category as 'Insurance' and map 'United Healthcare' and 'Healthspring' and 'WellCare Health Plans' billers which are fetched from the core banking application system to biller category 'Insurance' which is created in channel banking application.

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.
- Billers are maintained in core banking application.

### Workflow



### Features Supported In Application

This option allows the System Administrator to:

- Manage Biller Category
- Map Billers
- View Biller Mapping
- Edit Biller Mapping

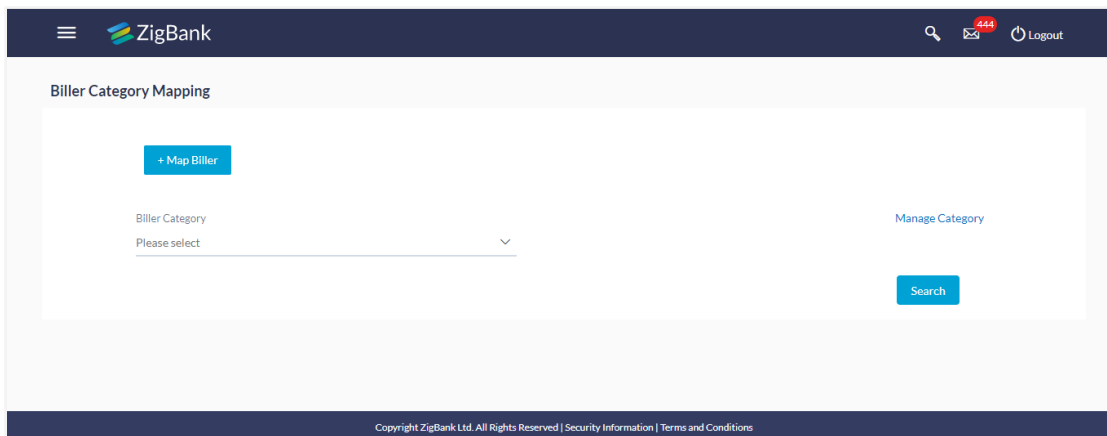
### How to reach here:

*Administration Dashboard > Payments > Biller Category Mapping*

## 22.1 Search Biller

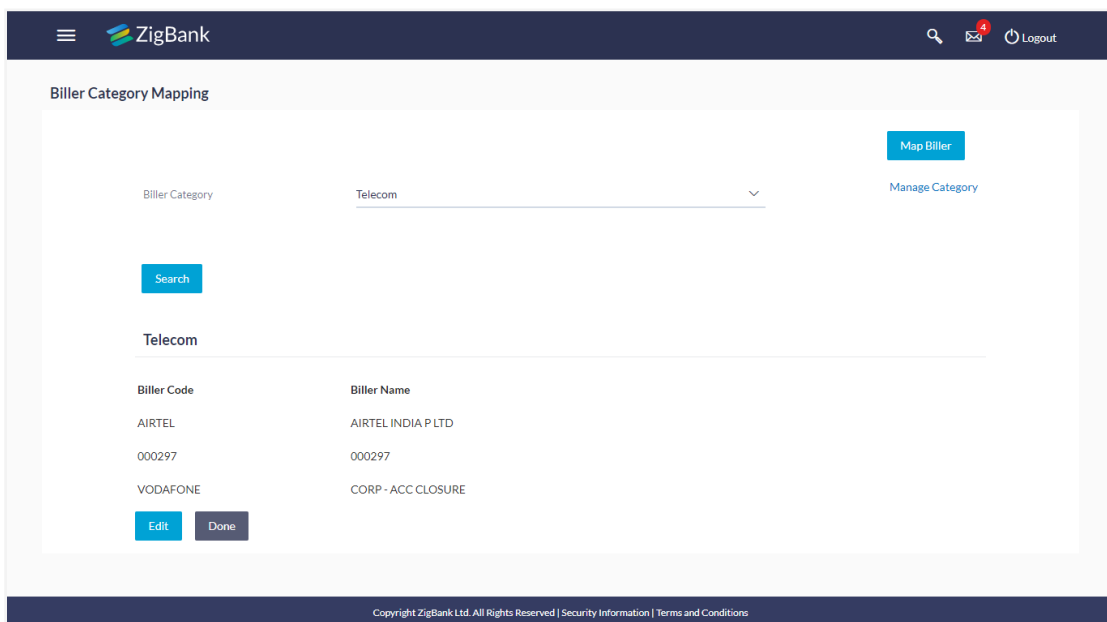
Using this option, System Administrators search the billers mapped under the selected biller category. The search result displays a list of particular biller along with the biller code mapped to the selected biller category.

### Search Biller



1. Click **Search**, to search the billers mapped to selected biller category.  
OR  
Click **Map Biller**, to map new billers to existing biller category.  
OR  
Click **Manage Category**, to maintain new biller categories, edit and delete existing biller.


### Biller Category Mapping- Search Result



**Field Description**

Field Name	Description
<b>Search Biller Category</b>	
<b>Biller Category</b>	The name of the biller category.
<b>Search Result</b>	
<b>Biller Code</b>	The unique biller code of the biller.
<b>Biller Name</b>	The name of the biller.

**To search biller mapped under biller category:**

1. From the **Biller Category** list, select the appropriate option.
2. Click **Search**.  
The search result appears based on the search parameters.
3. Click **Done** to complete the transaction.  
OR  
To edit biller, click **Edit**.  
The billers mapped under selected biller category appear.
  - a. To delete a biller, click . The **Delete Warning** message appears.
    - i. Click **Confirm** to delete the biller.
    - ii. The success message of biller category deletion appears.
  - b. Click **Done** to complete the transaction.

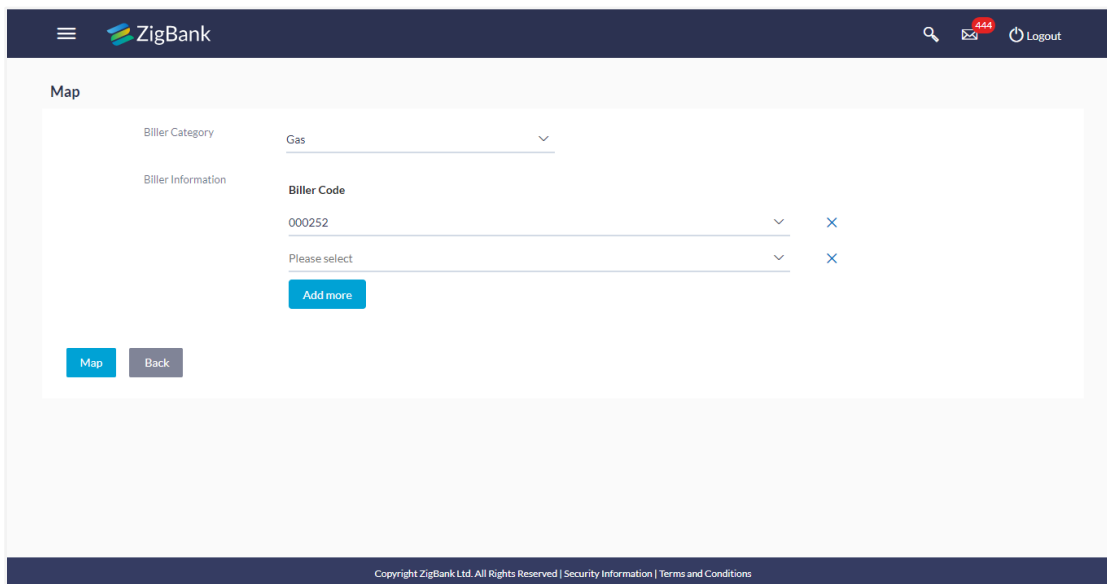
## 22.2 Map Biller

Using this option, the System Administrator can map the one or more biller to the biller category.

**To map a biller:**

1. In the **Biller Category Mapping** screen, click **+ Map Biller**. The **Map** screen appears.

## Map Biller



### Field Description

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


#### Map

**Biller Category** The biller category.

**Biller Information** The unique biller code of the biller to be mapped with the selected biller category.  
This field appears, if you select **Biller Category**.

- From the **Biller Category** list, select the appropriate option.
- From the **Biller Information** list, select the appropriate biller code to be mapped with the selected biller category.

#### Note:

- Click **Add more** to add multiple biller for mapping.
  - Click  to delete added biller.
- Click **Map**.
  - The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.
  - The success message of biller mapped to a biller category appears.
  - Click **OK** to complete the transaction.

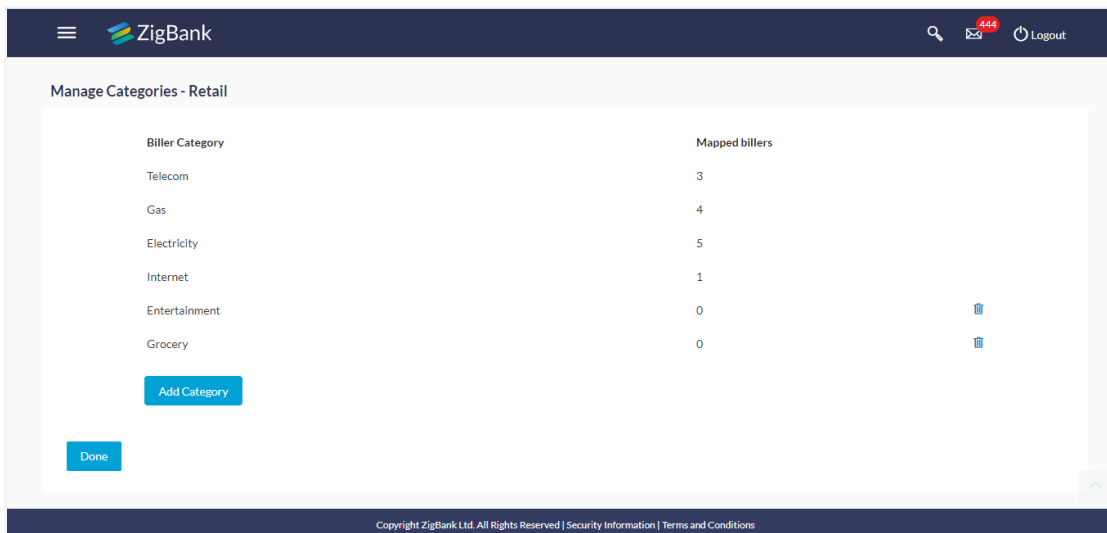
## 22.3 Manage Category- View

System Administrator can view and create new biller category using this maintenance. The existing biller categories with respective number of mapped billers appear on Manage Categories screen.

### To view biller category:

1. Click **Manage Category** link on **Billers Category Mapping** screen.
2. The existing biller categories with respective mapped billers appear on **Manage Categories** screen.

### Manage Biller Category- View



### Field Description


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

#### View

**Biller Category** Existing biller categories maintained are listed.

**Mapped Billers** Number of billers mapped to the existing biller category.

**Note:** This field will not be displayed for newly added category.

3. Click **Add Category** to add new category. A box will be shown to enter a new category.
4. Click **Done** to complete the transaction.
5. Click  adjacent to already added biller category. The **Delete Warning** message appears. Click **Confirm** to delete the category.



## 22.4 Manage Category- Add Category

System Administrator can create new category using this screen.

### To add new biller category:

1. Click **Manage Category** link on **Biller Category Mapping** screen to maintain new biller categories, edit and delete existing biller categories.
2. The existing biller categories with respective mapped billers appear on **Manage Categories** screen.
3. Click **Add Category** to add new category. A box will be shown to enter a new category.

### Manage Biller Category

Biller Category	Mapped billers
Telecom	3
Gas	4
Electricity	5
Internet	1
Entertainment	0
Grocery	0
Fashion	0

**Add Category**

**Save** **Cancel**

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### Field Description

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

#### View



<b>Biller Category</b>	Existing biller categories maintained are listed.
------------------------	---

<b>Mapped Billers</b>	Number of billers mapped to the existing biller category.
-----------------------	---

**Note:** This field will not be displayed for newly added category.

<b>Box(Biller Category)</b>	Empty box to enter a new biller category is displayed on clicking upon 'Add Category'.
-----------------------------	--

- a. If you click **Add Category**.
  - i. In the **Biller Category** field, enter a new category.

- ii. Click **Save** to confirm the category addition. The success message of category addition appears on the screen.  
OR  
Click **Cancel** to cancel the transaction.
  - iii. The success message of biller category added appears.
  - iv. Click **Done** to complete the transaction.
- b. If you click  adjacent to already added biller category. The **Delete Warning** message appears.  
This icon will be shown only if the billers are not mapped under a category.
- i. Click **Confirm** to delete the category.  
OR  
Click  to cancel the transaction.
  - ii. The success message of biller category deletion appears.
4. Click **Done** to complete the transaction.

## FAQs

1. **Who can create-edit this maintenance?**

System Administrator can create and edit this maintenance.

2. **Can I link a biller to multiple biller categories?**

No, one biller can be linked only to one biller category.

3. **Can I delete a biller category which is having billers mapped to it?**

No, biller category can be deleted only if no billers are mapped to a category.

4. **Will a biller get auto removed from biller-category mapping when biller gets deleted from the core banking application?**

No, biller deleted from the core banking application needs to be removed operationally from biller category mapping.

5. **Can customers make online payments for biller which is available in core banking application but is not mapped to any biller category on channel banking platform?**

Customers can make payments only to the billers which are available in core banking application and for which the biller category mapping is available on channel banking platform.

[Home](#)

## 23. Payment Purpose Mapping

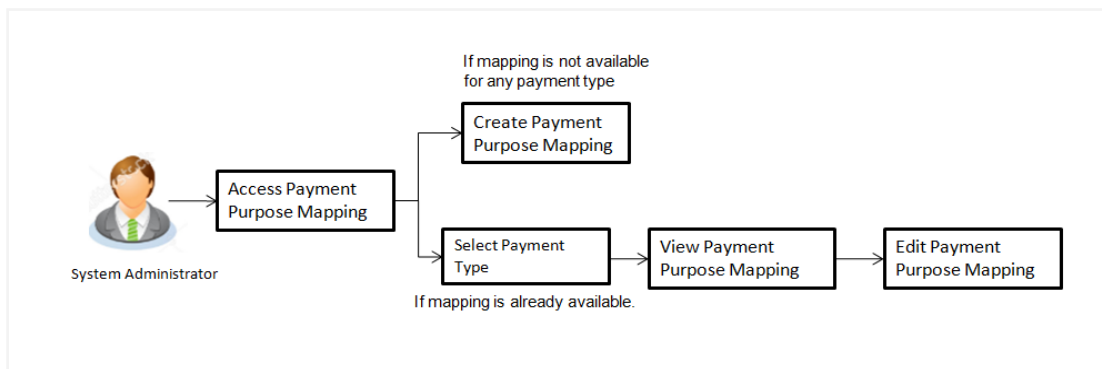
The customers of the bank initiate various outgoing payments from their accounts using channel banking facility. As per regulations set by Central Bank of various countries, outgoing payments must contain the purpose of payment which needs to be provided by the customer while initiating a transaction. Core banking application /Product Processor maintain various purposes of payments.

System Administrator maps these purposes to each type of payment available through channel banking, which are then made available to the customers for selection while initiating each payment.

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.
- Payment purposes are maintained in core banking application.
- All payment types for which the purposes can be maintained are set as day 0.

### Workflow



### Features Supported In Application

This option allows the System Administrator to:

- Map Purposes
- View Payment Purposes
- Edit Payment Purposes

### How to reach here:

*Administration Dashboard > Payments >Payment Purpose Mapping*

## 23.1 Payment Purposes - View

System Administrator logs into the system and navigates to the Payment Purpose Mapping maintenance. This screen allows the administrator to search and view payment purposes mapped to payment transactions.

User selects the transaction type to view the mapping; the results are displayed on the same screen.

### To search purposes for the payment type:

1. From the **Payment Type** list, select the appropriate option.
2. Click **Search** to search the purposes mapped to selected transaction type.
3. Click **Edit** to make the changes if any. User is directed to the **Payment Purpose Mapping – Edit** screen with values in editable form.
4. Click **Cancel** to cancel the transaction and navigate the user back to **Payment Purpose Mapping - View** screen

### Search Purposes

The screenshot displays the 'Payment Purpose Mapping' screen. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. The main content area has a title 'Payment Purpose Mapping'. Below the title, there is a 'Payment Type' dropdown menu currently set to 'Internal fund transfer'. To the right of this dropdown is a 'Map Purposes' button. Below the dropdown is a 'Search' button. Underneath the search button is a section titled 'Purpose Description' containing a list of 20 items, each with a checkbox. The checked items are: 'Transaction is a general cash management instruction.', 'Transaction is related to settlement of a trade.', 'Transaction is the payment of dividends.', 'Transaction is an intra-company payment.', 'Transaction is the payment of interest.', 'Transaction is the payment of pension.', 'Transaction is the payment of value added tax.', and 'Transaction is the payment of withholding tax.'. At the bottom left of the list area is an 'Edit' button. The footer of the page contains the text 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>View</b>	
<b>Payment Type</b>	Select a Payment type to view the payment purpose mapping. This field will list the payment types for which the mapping is available.
<b>Purpose Description</b>	List of the payment purposes maintained in core banking application. Mapped purposes to a selected transaction type would be highlighted in green color.

## 23.2 Payment Purposes - Edit

Administrator can edit payment purposes mapped to specific transaction type. As a part of edit payment purpose mapping, user is allowed to remove the existing payment purposes and map new payment purposes to the transaction type.

**To edit purposes for the payment type:**

1. From the **Payment Type** list, select the appropriate option.
2. Click **Search** to search the purposes mapped to selected transaction type.
3. Click **Edit** to make the changes if any. User is directed to the **Payment Purpose Mapping – Edit** screen with values in editable form.

## Edit Purposes

**Payment Purpose Mapping**

**Internal fund transfer**

Purpose Description

- Transaction is a general cash management instruction.
- Credit Card Payment
- Transaction is related to settlement of a trade.
- Debit Card Payment
- Transaction is the payment of dividends.
- Transaction is a payment of Family support.
- Transaction is a payment to or from a government department.
- Transaction is related to the payment of a hedging operation.
- Irrevocable Credit Card Payment
- Irrevocable Debit Card Payment
- Transaction is an intra-company payment.
- Transaction is the payment of interest.
- Transaction is related to the transfer of a loan to a borrower.
- Transaction is the payment of pension.
- Private Identification
- Transaction is the payment of salaries.
- Transaction is the payment of securities.
- Transaction is a social security benefit
- Transaction is related to a payment to a supplier.
- Transaction is the payment of taxes.
- Transaction is related to the payment of a trade transaction.
- Transaction is related to treasury operations.
- Transaction is the payment of value added tax.
- Transaction is the payment of withholding tax.
- Other

**Save** **Cancel**

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## Field Description

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

### Edit

**Payment Type** Selected Payment type to edit the payment purpose mapping.

**Purpose Description** List of the payment purposes maintained in core banking application. Mapped purposes to a selected transaction type would be highlighted in color. User can edit the mapping.

4. To update the purposes of payment, select the **Purpose Description** check box.
5. Click **Save** to save the Payment Purpose Mapping.  
OR  
Click **Cancel** to cancel the transaction.
6. The **Review** screen appears. The Verify the details, and click **Confirm**.
7. The success message of payment purpose mapping edit appears along with the transaction reference number.
8. Click **OK** to complete the transaction.

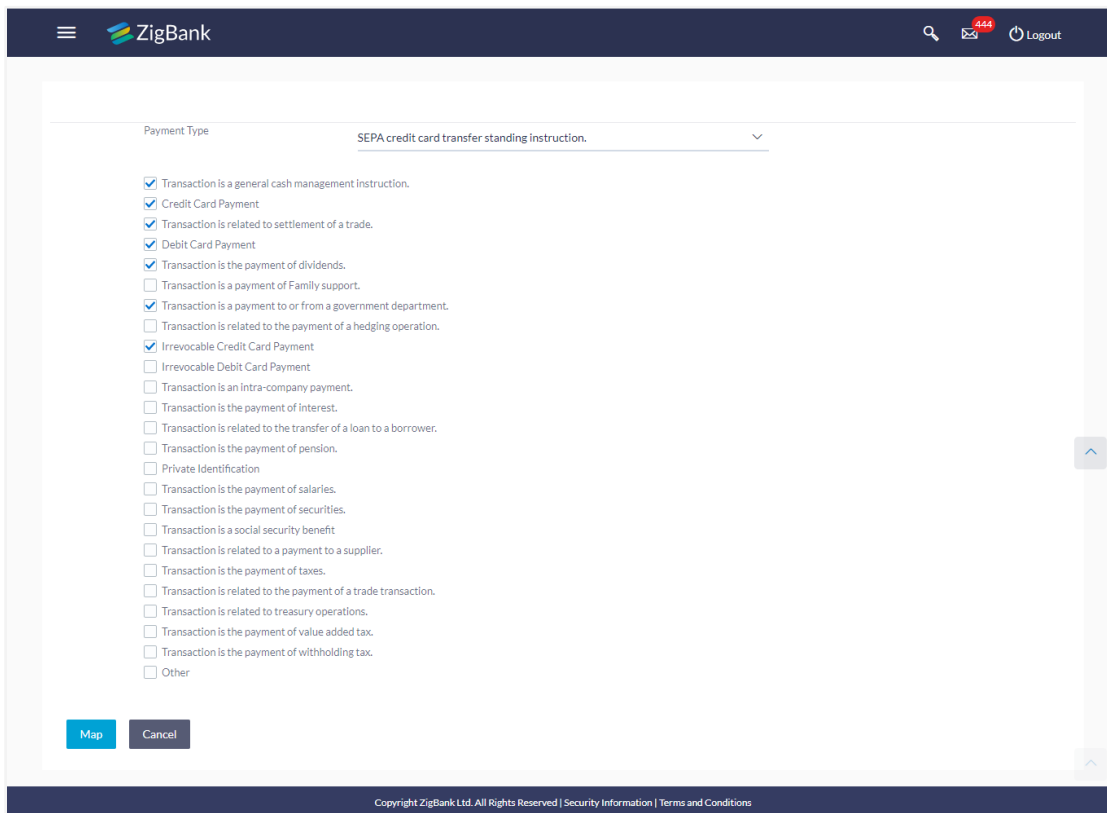
## 23.3 Payment Purposes Mapping- Map Purposes

Administrator can map payment purposes to new transaction types for which an existing mapping is not available.

### To map the payment purposes:

1. In the Payment Purpose Mapping screen, Map Purposes. The Map Purpose screen appears.

### Map Purpose



### Field Description

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

### Map Purpose

<b>Payment Type</b>	Select a Payment type to map payment purposes. This field will list the payment types for which payment purposes are not mapped previously.
---------------------	--

<b>Purpose Description</b>	List of the payment purposes maintained in core banking application. Selected payment purposes for mapping would be highlighted in color.
----------------------------	--

2. From the **Payment Type** select the appropriate option.

3. Select the **Purpose Description** check box.
4. Click **Map** to save the Payment Purpose Mapping.  
OR  
Click **Cancel** to cancel the transaction.
5. The **Review** screen appears. The Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of payment purpose mapping appears along with the transaction reference number.
7. Click **Done** to complete the transaction and navigate back to 'Dashboard'.

## **FAQs**

1. **Who can create-edit this maintenance?**

System administrator can create and edit this maintenance.

2. **Can I maintain new payment purposes using this option?**

No, the payment purposes are maintained in core banking application, only mapping of these purposes to the transaction type can be done using this maintenance.

3. **Can customer specify his own purpose of payment while making a payment from channel?**

Yes, if 'Other' option is mapped by an administrator to specific transaction type. Customer can select purpose of payment as 'Other', and can specify purpose while initiating a payment.

4. **If new purposes are added in the core banking application, will they get mapped automatically to a transaction type for which the existing maintenance is available?**

No, System Administrator will have to operationally map these newly added payment purposes to a specific transaction type.

5. **Can I edit the payment purpose mapping? How does it impact the transactions?**

Yes, administrator can edit the transaction type – payment purpose mapping. The changes will be applicable with an immediate effect. Customers will see the updated list of payment purposes while initiating payment.

6. **What happens if the payment purpose code mapped to a transaction type is deleted from the core banking application?**

Payment purposes deleted from the core banking application needs to be manually unmapped from a specific transaction type.

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## 24. Goal Category

Goal Category maintenance allows the System Administrator to create, modify or expire goal categories. For each of the Goal Category, System Administrator can map the Product under which the goals will be opened. This maintenance is done only for retail type of parties and is not applicable for corporate type of parties. Any time there can be a maximum of 10 categories available and each will have a unique category code.

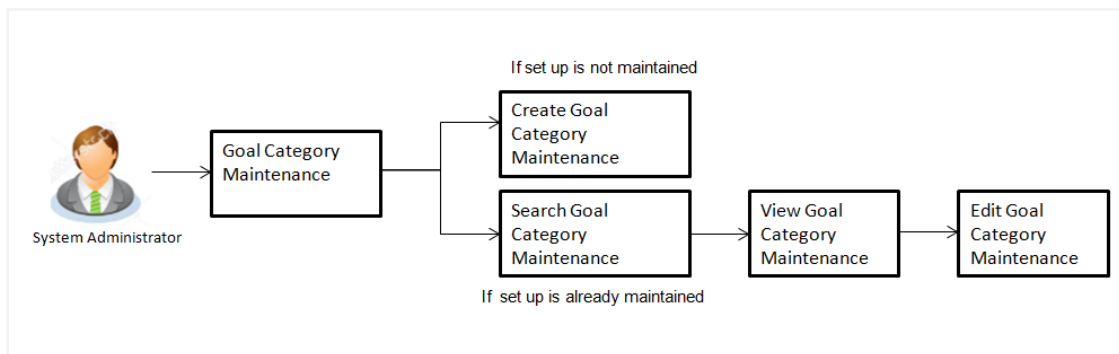
Administrator created categories needs to be linked with a product which will decide the other key parameters which will govern the Goal category. These parameters would be:

- Goal Amount Range ( Minimum and Maximum Value)
- Interest Rate Offered
- Tenure Range ( Minimum and Maximum)

### Prerequisites

- Transaction access is provided to System Administrator
- Products which needs to be mapped to different categories are well maintained
- Goal categories to be made are limited and cannot be deleted, hence well thought of categories to be created

### Workflow



### Features Supported In Application

Goal category maintenance available for System administrator include

- Search Goal Category
- Create Goal Category
- Edit Goal Category

### How to reach here:

*Administration Dashboard > PFM > Goal Category*

## 24.1 Goal Category - Search

Using this option, System Administrators can search the existing goal category already created. The search result displays matching results of the goal based on search criteria entered.

If the search parameters are not specified, then it displays all the records. The search criteria comprises of two parameters:

- Category Code
- Category Name

Category code will be a unique code which can be used by administrator to distinguish Goals which can vary on the product mapped.

### To search a goal category:

1. Enter the search criteria, click **Search**. The search results appear on the **Goal Category** screen based on the search parameters.  
OR  
Click **Clear** if you want to reset the search parameters.  
OR  
Click **Cancel** if you want to cancel the transaction.

### Search Goal Category

The screenshot displays the ZigBank 'Goal Category' search interface. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. Below the navigation bar, the 'Goal Category' section contains two input fields: 'Category Code' and 'Category Name'. To the right of these fields is a 'Create' button. Below the input fields are three buttons: 'Search', 'Cancel', and 'Clear'. The main content area is a table with the following columns: 'Category Code', 'Category Name', 'Product Type', 'Product', and 'Status'. The table contains 13 rows of data, with the 'Debajo' row highlighted. At the bottom of the table, there is a pagination control showing 'Page 1 of 2 (1-10 of 13 items)' and navigation arrows. The footer of the page contains the text 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

Category Code	Category Name	Product Type	Product	Status
EDUCATIONNIHAD	COLLEGE FOR CHILDREN	TD	TD topup	Active
TD_Car	Car	TD	TD topup	Active
Debajo	Debajo	TD	TD topup	Expired
Education	Education	TD	TD Positive Goal product	Active
GoalCar	GoalCar	TD	TD topup	Expired
Goalerror	Goalerror	TD	TD topup	Expired
HomeH	HomeH	TD	TD topup	Expired
TD_Homes	House	TD	TD topup	Active
House	HouseM	TD	TD topup	Expired
Houssss	Housee	TD	TD topup	Expired

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Category Code</b>	Unique IDs maintained for the category for internal search for bank administrator.
<b>Category Name</b>	Name of the category.
<b>Search Results</b>	
<b>Category Code</b>	Category code of the searched goal(s).
<b>Category Name</b>	Name of the searched category.
<b>Product Type</b>	Type of product mapped to the category under which the goals are opened.
<b>Product</b>	Name of the product which is mapped to the category.
<b>Status</b>	Status of the category, whether it is active or expired.

**24.1.1 Goal Category - View**

Using Goal category view option, the System Administrator can view the goal categories which already exist.

**To view a goal category:**

1. Enter the search criteria, click **Search**. The search results appear on the **Goal Category** screen based on the search parameters.
2. Click the **Category Name** link of the record for which you want to view the goal category. The **Goal Category - View** screen appears.

## Goal Category - View

The screenshot displays the 'Goal Category - View' interface. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification bell with '192', and a 'Logout' button. The main content area is titled 'Goal Category' and contains a 'View' section with the following details:

- Category Code: Family\_Car
- Category Name: Luxury Car
- Expiry Date: 24 Jun 2017
- Category Image: A blue sports car.

Below the image is a 'Product Mapping' section with two fields: 'Product' and 'Product Details'. At the bottom of the form are three buttons: 'Edit', 'Cancel', and 'Back'. A footer at the very bottom reads 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Category Code</b>	Unique IDs maintained for the category for internal search for bank administrator.
<b>Category Name</b>	Name of the category.
<b>Expiry Date</b>	
<b>Category Image</b>	Image assigned for goal category.
<b>Product Mapping</b>	
<b>Product</b>	Name of the product mapped to the category under which the goal shall be opened.
<b>Product Details</b>	
<b>Initial Funding Limit</b>	The initial amount that the user can invest for his goal.
<b>Tenure</b>	The period of the goal created should fall within this range.
<b>Currency</b>	The currency with which a goal can be created.

Field Name	Description
<b>Interest Rate</b>	Click the <b><u>View Interest Rates</u></b> hyperlink to view the interest rate slab. Interest rate slab is set for the particular tenure, and is displayed according to the amount selected.
<b>Top Up Allowed</b>	Whether top up for the goals allowed or not.
<b>Partial Withdrawal Allowed</b>	Whether partial withdrawal of the goals allowed or not.

Click **Edit** to if you want to edit the goal category.

OR

Click **Cancel** to cancel the transaction.

OR

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

## 24.2 Goal Category - Create

Using Goal category create option, the System Administrator can create new goal categories and sub categories.

**To create a goal category:**

1. In the **Goal Category** screen, click **Create**. The **Goal Category - Create** screen appears.

### Goal Category - Create

The screenshot displays the 'Goal Category - Create' interface within the ZigBank system. At the top, there is a navigation bar with the ZigBank logo and user options like 'Logout'. The main content area is titled 'Goal Category' and contains a 'Create' section. This section includes four input fields: 'Category Code' with the value 'Luxury Home', 'Category Name' with the value 'Luxury Home', 'Expiry Date' with the value '30 Aug 2017', and 'Category Image' which shows a photograph of a large, multi-story house. Below the image is a 'Remove' link. At the bottom of the form, there are three buttons: 'Save', 'Cancel', and 'Back'. A footer at the very bottom contains the text 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

**Field Description**

Field Name	Description
<b>Category Code</b>	Unique id maintained for the category for internal search for bank administrator.
<b>Category Name</b>	Name of the category. The set of transactions are grouped under certain category name.
<b>Expiry Date</b>	Expiry date of the goal category. If the expiry date reaches, the user will not able to view the category.
<b>Category Image</b>	Image of the category for which category to be created.

**Product Mapping**

<b>Product</b>	Name of the product to be mapped to the category under which the goal shall be opened. Bank maintains different products based on the category of the goal.
----------------	---

**Product Details**

<b>Initial Funding Limit</b>	The initial amount that the user is investing for his goal. It must be within the limits as suggested by the product mapped.
<b>Tenure</b>	The period of the goal created should fall within this range.
<b>Currency</b>	The currency with which a goal can be created.
<b>Interest Rate</b>	Click the <b><u>View Interest Rates</u></b> hyperlink to view the interest rate slab. Interest rate slab is set for the particular tenure, and is displayed according to the amount selected.
<b>Top Up Allowed</b>	Whether top up for the goals allowed or not.
<b>Partial Withdrawal Allowed</b>	Whether partial withdrawal of the goals allowed or not.

- 
2. In the **Category Code** field, enter the code for the goal category.
  3. In the **Category Name** field, enter the name of the goal category.
  4. From the **Expiry Date** list, select the appropriate date.
  5. Click **Choose Files** to choose the category image.
  6. From the **Product** list, select the appropriate option.
  7. Click **Save** to save the category details.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction.

8. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
9. The success message of goal category creation appears.  
Click **OK** to complete the transaction.

## 24.3 Goal Category - Edit

Using Goal category edit option, System Administrator can modify the goal details at any time during the tenure of the goal. Administrator can edit Category Name, Expiry Date and Interest Rate fields.

### To edit or update a goal category:

1. Enter the search criteria, click **Search**. The search results appear on the **Goal Category** screen based on the search parameters.
2. Click the **Category Name** link of the record for which you want to edit the goal category. The **Goal Category View** screen appears.
3. Click **Edit** to edit the goal category. The **Goal Category Edit** screen appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

### Goal Category - Edit

The screenshot displays the 'Edit' screen for a goal category in the ZigBank system. The form contains the following information:

- Category Code:** Family\_Car
- Category Name:** Luxury Car
- Expiry Date:** 20 Jul 2017
- Category Image:** A red car image with a 'Remove' link below it.
- Product Mapping:** A section for 'Product Details' is visible but empty.

At the bottom of the form, there are three buttons: 'Save', 'Cancel', and 'Back'. The footer of the page reads: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

4. Edit the required details.
5. Click **Save** to update the changes.  
OR  
Click **Back** to navigate to previous screen.

- OR  
Click **Cancel** to cancel the transaction.
6. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
7. The success message of updates appears.  
Click **OK** to complete the transaction.

## **FAQs**

1. **Can I create a category with unique category code but a common category name?**

No, category code and category name, both should be unique.

2. **Can I delete a goal category?**

No, goal category once created cannot be deleted. However you can update an expiry date.

3. **How many Goal categories can be created?**

Administrator can create a maximum of ten goal categories. At a time there can be a maximum of ten active goal categories. Expired goal categories are treated as inactive categories.

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## 25. Spend Category

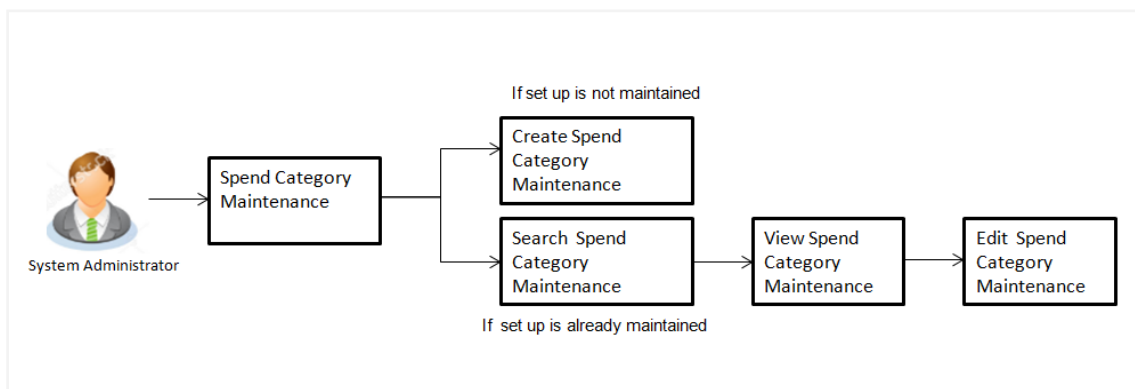
Using this option, the System Administrator can maintain the spend categories. Spend Category maintenance allows the System Administrator to create, modify or expire categories. For each of the Spend Category, System Administrator shall be able to map there corresponding sub categories under which the transactions will be tagged. This maintenance is done only for retail type of parties and is not applicable for corporate type of parties. Any time there can be a maximum of 10 categories available and each will have a unique category code.

The each spend category can have up to four sub categories each.

### Prerequisites

- Transaction access is provided to System administrator
- Transactions which needs to be mapped to different categories are well maintained
- Transaction description must have keywords which can be distinguished by rule engine for classification into subcategories
- Spend categories to be made are limited and cannot be deleted, hence well thought of categories to be created

### Workflow



### Features Supported In Application

The Spend Category maintenance allows the System Administrator to:

- Search and View Spend Category
- Create Spend Category
- Edit Spend Category
- Add Spend Sub Category
- Edit Spend Sub Category

### How to reach here:

*Administration Dashboard > PFM > Spend Category*

## 25.1 Spend Category - Search

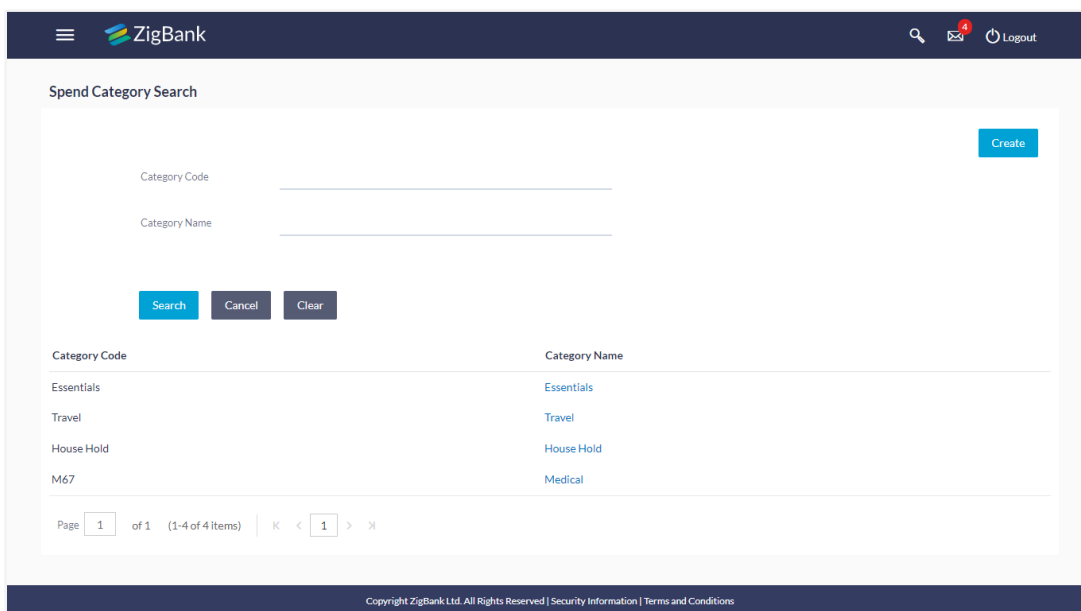
Using Spend category search option, System Administrators search the existing spend category. The search result displays a particular spend categories based on search criteria entered.

If the search parameters are not specified, then it displays all the records.

### To search a spend category:

1. Enter the search criteria, click **Search**. The search results appear on the **Spend Category** screen based on the search parameters.  
OR  
Click **Clear** if you want to reset the search parameters.  
OR  
Click **Cancel** if you want to cancel the transaction.

### Spend Category - Search



The screenshot displays the 'Spend Category Search' interface. At the top, there is a navigation bar with the ZigBank logo and a search icon. Below the navigation bar, the main content area is titled 'Spend Category Search'. It features a search form with two input fields: 'Category Code' and 'Category Name'. To the right of the form is a 'Create' button. Below the form are three buttons: 'Search', 'Cancel', and 'Clear'. The search results are displayed in a table with two columns: 'Category Code' and 'Category Name'. The results are as follows:

Category Code	Category Name
Essentials	Essentials
Travel	Travel
House Hold	House Hold
M67	Medical

At the bottom of the table, there is a pagination bar showing 'Page 1 of 1 (1-4 of 4 items)' and navigation icons. The footer of the page contains the text 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

### Field Description

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

<b>Category Code</b>	Unique ID maintained for the spend category.
----------------------	--

<b>Category Name</b>	Name of the spend category. The set of transactions are grouped under certain category name.
----------------------	---

### Search Results

<b>Category Code</b>	Category codes of the searched spend categories.
----------------------	--

<b>Category Name</b>	Name of the searched categories.
----------------------	----------------------------------

## 25.1.2 Spend Category - View

Using spend category view option, the System Administrator can view the spend categories and sub categories.

### To view a spend category:

1. Enter the search criteria, click **Search**. The search results appear on the **Spend Category** screen based on the search parameters.
2. Click the **Category Name** link of the record for which you want to view the spend category. The **Spend Category - View** screen appears.

### Spend Category - View

### Field Description

Field Name	Description
<b>Category Code</b>	Unique ID maintained for the spend category
<b>Category Name</b>	Name of the category. The set of transactions are grouped under certain category name.
<b>Sub Category Details</b>	
<b>Sub Category Code</b>	Unique ID maintained for the spend sub-category.
<b>Sub Category Name</b>	Name of the subcategory based on the category name.

- Click **Edit** if you want to edit the spend category.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

## 25.2 Spend Category - Create

Using spend category create option, the System Administrator can create new spend categories and sub categories.

### To create a spend category:

- In the **Spend Category** screen, click **Create**. The **Spend Category - Create** screen appears.

### Spend Category - Create

The screenshot displays the 'Spend Category - Create' interface. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. The main content area is titled 'Spend Category' and contains the following elements:

- Category Code:** A text input field containing 'Essentials'.
- Category Name:** A text input field containing 'Essentials'.
- Add Sub Categories (optional):** A table with two columns: 'Sub Category Code' and 'Sub Category Name'. It lists 'Fuel' and 'Utilities' as sub-categories, each with a corresponding code and name, and a delete icon.
- Buttons:** An 'Add' button is located below the sub-categories table. At the bottom of the form, there are 'Save', 'Cancel', and 'Back' buttons.


At the bottom of the screen, there is a footer with the text: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Category Code</b>	Unique ID maintained for the spend category.
<b>Category Name</b>	Name of the category. The set of transactions are grouped under certain category name.
<b>Sub Category Details</b>	
<b>Sub Category Code</b>	Unique ID maintained for the spend sub-category.
<b>Sub Category Name</b>	Name of the subcategory based on the category name.

2. In the **Category Code** field, enter the code for the spend category.
3. In the **Category Name** field, enter the name of the spend category.
4. In the **Sub Category Details** section, enter the relevant information for subcategories.
5. Repeat step 4 to add more sub categories to a sub category.

---

**Note:** You can click  to delete a spend sub category or click **Add** to add more spend sub categories.

---

6. Click **Save** to save the category and sub category details.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
7. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of spend category creation appears.  
Click **Ok** complete the transaction.

### 25.3 Spend Category - Edit

Using spend category edit option, System Administrator can modify the spend category details.

#### To edit or update a spend category:

1. Enter the search criteria, click **Search**. The search results appear on the **Spend Category** screen based on the search parameters.
2. Click the **Category Name** link of the record for which you want to edit the spend category. The **Spend Category - View** screen appears.
3. Click **Edit** to edit the spend category. The **Spend Category- Edit** screen appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.

## Spend Category - Edit

**Edit Category**

Category Code: Travel

Category Name: Travel

**Add Sub Categories (optional)**

Tickets: Tickets

Hotels: Hotels

Food: Food

Buttons: Add, Save, Cancel, Back

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4. Edit the required details.
5. Click **Save** to update the changes.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
6. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
7. The success message of updates appears.  
Click **OK** to complete the transaction.

## **FAQs**

1. **How many spend categories can a System Administrator can create?**

A System Administrator can create maximum of seven categories.

2. **How many spend sub-categories can a System Administrator can create?**

A System Administrator can create a maximum of four sub-categories.

3. **What is category code used for?**

It is used as a unique key to distinguish different categories.

4. **How are the transactions being mapped to the categories?**

The categories would be linked to a rule engine which will use some keywords in the description of transaction and get mapped to the category or sub category on its own.

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## 26. Working Window

A transaction working window is the period in a day, when a transaction can be initiated, approved and processed. This is essentially like business hours, for a transaction. It is a time window within which electronic payments, such as domestic transfers, international transfers etc., must be submitted for an entry in the system so that the transaction is processed with same value date.

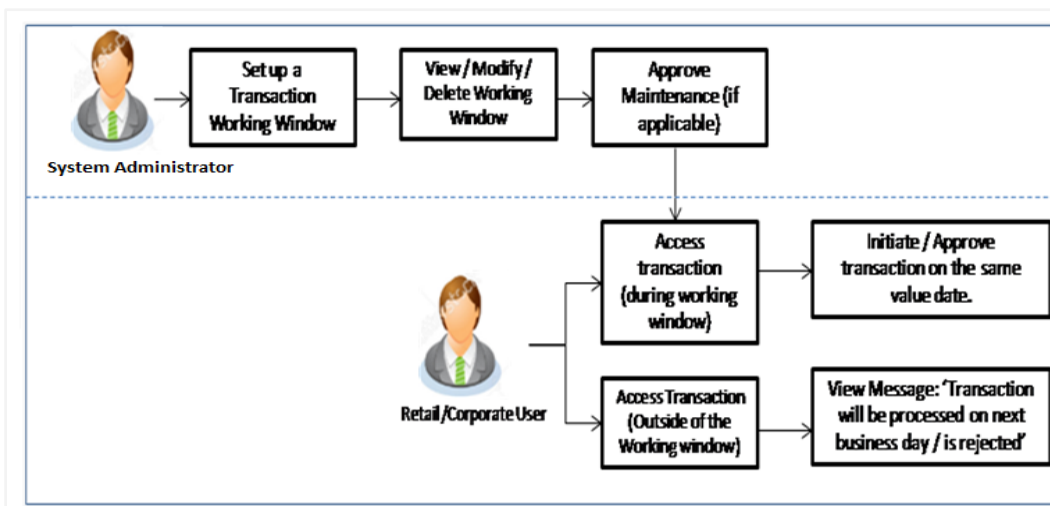
A working window is maintained, by the System Administrator for each transaction for which the value date is applicable for processing. In order to enable such transactions on channel, it is mandatory to define the working window for all the days of a week as day 0 maintenance. By doing this maintenance, user defines the channel working window for each day of the week for a specific transaction. Further, administrator can also define the processing pattern if the transaction is initiated by customers after the window is closed. Transactions, that are initiated or approved outside of the working window, are either processed on the next value date or rejected. Transaction working window can also be maintained for specific date which will be considered as exceptional working window, e.g. maintenance for specific public holiday. Working window set for an exception, overrides the normal working window.

Administrator can set up two different weekly and exceptional working windows for a specific transaction for different user types (Retail and Corporate User).

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.
- Enable only those transactions for which the working window maintenance is applicable.

### Workflow





## Features Supported In Application

The following options are available as part of this maintenance:

- Create a Weekly Transaction Working Window and an Exception for a particular date
- Search and View weekly Transaction working windows and Exceptions already maintained
- Delete or Edit transaction working windows / Exceptions maintained.

### How to reach here:

*Administration Dashboard > Transaction Related > Working Window*

## 26.1 Transaction Working Window - Search

This function allows the System Administrator to search the working windows which are already maintained. The search is available on the basis of specific date, transaction and user type.

The screen is broadly divided into:

- Normal Window
- Exception Window

### To search the working windows:

1. Select the working window.
2. If you select **Normal Window** tab,
  - a. Enter the search criteria like **Transaction, Effective Date, or User Type**.
  - b. Click **Search**, displays results based on search criteria.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.

## Search Normal Window

**Transaction Working Window**

Normal Window    Exception Window

**Create**

Effective Date:

Transaction:

User Type:

**Search**   **Cancel**   **Clear**

**Current Transaction Window**

Transaction	Redeem TD
Effective Date	02 Jul 2017
User Type	Corporate

Day Of Week	Window Type	From Time	To Time
Monday	Open All Day	00:00	23:59
Tuesday	Open All Day	00:00	23:59
Wednesday	Open All Day	00:00	23:59
Thursday	Open All Day	00:00	23:59
Friday	Open All Day	00:00	23:59
Saturday	Open All Day	00:00	23:59
Sunday	Open All Day	00:00	23:59

**Other Details**

Treatment Outside Normal Window      Process on Next Value Date

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## Field Description

### Field Name

### Description

#### Normal Window

#### Effective Date

Effective date of working window.

#### Transaction

The specific financial transaction, for which a working window is maintained.

#### User Type

The type of user for whom the transaction working window is being maintained.

The user types could be:

- Corporate User
- Retail User

#### Search Result

Field Name	Description
<b>Day of Week</b>	Day of week for which the transaction working window is applicable.
<b>Window Type</b>	Type of working window for the transaction. The type can be: <ul style="list-style-type: none"> <li>• Limited Time</li> <li>• Open All Day</li> <li>• Closed All Day</li> </ul>
<b>From Time</b>	Start time of transaction working window. This field is enabled if you select <b>Limited Time</b> from the <b>Window Type</b> field.
<b>To Time</b>	End time of transaction working window. This field is enabled if you select <b>Limited Time</b> from the <b>Window Type</b> field.
<b>Other Details</b>	
<b>Treatment Outside Normal Window</b>	Indicates the treatment outside normal window: The options are: <ul style="list-style-type: none"> <li>• Process on Next Value Date</li> <li>• Reject Transaction</li> </ul>

3. View the working window - Current Working Window and Future working window (if any), with the effective date. This is spilt day wise. Go through the working window time for each day and also how processing is set-up, outside the working window.
4. Click **Edit** to edit the maintenance.  
OR  
Click **Delete** to delete the maintenance.

If you select **Exception Window** tab,

## Search Exception Window

Transaction Working Window

Normal Window    Exception Window

Create

Exception Date     User Type

Transaction

Search    Cancel    Clear

Exception Date	User Type	Transaction	Remarks
Specific Date 26 Jul 2017	Corporate	Redeem TD	demo

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## Field Description

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

### Exception Window

<b>Exception Date</b>	Exception date for which the transaction is allowed during the specific date or date range.
-----------------------	---

The exception date could be:

- Specific Date: Transaction allowed for a specific date.
- Date Range: Transaction allowed during a specified period.

<b>User Type</b>	Type of user, whether the transaction exception is applicable for a retail or corporate user.
------------------	---

<b>Transaction</b>	The specific financial transaction, for which a working window is maintained.
--------------------	---

<b>Remarks</b>	Reason for exception.
----------------	-----------------------

<b>User Type</b>	Type of user, whether the transaction exception is applicable for a retail or corporate user.
------------------	---

### Exceptions

<b>Date and Day</b>	Day and date for which the exception is applicable.
---------------------	---

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

<b>Window Type</b>	Transaction exception applicable window.
--------------------	--

Window types:

- Limited Time: Transaction is applicable for a limited time.
- Open all Day: Transaction can be done for the entire day.
- Close all Day: Transaction is closed for the whole day.

<b>Time Range</b>	Transactions are open during the specific time.
-------------------	---

This field is enabled, if you select **Limited Time**, option from the **Window Type** list.

5. Click the **Exception Date** field to launch the **Detailed View** screen.

### Search Exception Window- Detailed View

### Field Description

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

<b>Exception Date</b>	Exception date for which the transaction is allowed during the specific date or date range.
-----------------------	---

The exception date could be:

- Specific Date: Transaction allowed for a specific date.
- Date Range: Transaction allowed during a specified period.

Field Name	Description
<b>User Type</b>	Type of user, whether the transaction exception is applicable for a retail or corporate user.
<b>Transaction</b>	The specific financial transaction, for which a working window is maintained.
<b>Remarks</b>	Reason for exception.
<b>Exceptions</b>	
<b>Window Type</b>	Type of working window for the exception. Window types: <ul style="list-style-type: none"> <li>Limited Time: Transaction is enabled, for the set limited time – the business hours of the transaction</li> <li>Open all Day: Transaction is enabled, for the entire day.</li> <li>Close all Day: Transaction is disabled, for the whole day.</li> </ul>
<b>Time Range</b>	Business hours of the transaction. This field is enabled, if you select <b>Limited Time</b> , option from the <b>Window Type</b> list.

- 
6. Click **Edit** to edit the maintenance.  
OR  
Click **Delete** to delete the maintenance.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.

## 26.2 Transaction Working Window - Create

System Administrator can create new transaction working window maintenance for the selected transaction. Working window can be set as 'Normal' working window (for all days of the week) and 'Exception Window'.

### To create normal window:

1. Select the working window.
2. If you select **Normal Window** tab,
  - a. Click **Create**.

## Create Working Window

**Transaction Working Window**

Normal Window    Exception Window

**Create**

Effective Date: 05/07/2017

User Type:  Corporate  Retail

Transaction: Domestic Transfer - NEFT

Day Of Week	Window Type	From Time	To Time
Monday	Limited Time	09:00	19:00
Tuesday	Limited Time	09:00	19:00
Wednesday	Limited Time	09:00	19:00
Thursday	Limited Time	09:00	19:00
Friday	Limited Time	09:00	19:00
Saturday	Closed All Day	00:00	00:00
Sunday	Closed All Day	00:00	00:00

**Other Details**

Treatment Outside Normal Window:  Process on Next Value Date  Reject Transaction

Save    Cancel    Back

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## Field Description

### Field Name

### Description

#### Effective Date

Effective date of working window.

#### User Type

The type of user for whom the transaction working window is being maintained.

The user types could be:

- Corporate User
- Retail User

#### Transaction

The specific financial transaction, for which a working window is maintained.

#### Day of Week

Day of week for which the transaction working window is applicable.

Field Name	Description
<b>Window Type</b>	Type of working window for the transaction. The type can be: <ul style="list-style-type: none"> <li>• Limited Time</li> <li>• Open All Day</li> <li>• Closed All Day</li> </ul>
<b>From Time</b>	Start time of transaction working window. This field is enabled if you select <b>Limited Time</b> from the <b>Window Type</b> field.
<b>To Time</b>	End time of transaction working window. This field is enabled if you select <b>Limited Time</b> from the <b>Window Type</b> field.
<b>Other Details</b>	
<b>Treatment Outside Normal Window</b>	Indicates the treatment outside normal window: The options are: <ul style="list-style-type: none"> <li>• Process on Next Value Date</li> <li>• Reject Transaction</li> </ul>

- b. From the **Effective Date** list, select the start date of the transaction working window.
  - c. From the **Window Type**, select the appropriate option.
  - d. If you select the **Window Type** as **Limited Time**, from the **From Time / To Time** list select the start and end time of the transaction working window.
  - e. In the **Other Details** section, from the **Treatment Outside Normal Window** field, select the appropriate option.
3. Click **Save** to create the transaction working window.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.
  4. The **Review** screen is displayed. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify details if any.  
OR  
Click **Cancel** to cancel the transaction.
  5. The success message is displayed along with the transaction reference number. Click **OK** to complete the transaction.

**To create Exception window:**

1. Select the working window.
2. If you select **Exception Window** tab,



- a. Click **Create**.

## Create Exception Window

The screenshot shows the 'Transaction Working Window' interface with the 'Exception Window' tab selected. Under the 'Create' section, the following details are visible: Exception Date is 06 Jul 2017 (Thursday); User Type has 'Retail' checked and 'Corporate' unchecked; Transaction is 'Redeem TD'; and Remarks is 'Ramzan Eid'. In the 'Exceptions' section, the Window Type is 'Limited Time' and the Time Range is set from 09:00 to 12:00. At the bottom, there are 'Save', 'Cancel', and 'Back' buttons.

## Field Description

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

<b>Exception Date</b>	Exception date or date range, when processing for a transaction, overrides that set in the normal transaction working window.
-----------------------	---

The exception date could be:

- Specific Date: Exception for a single day
- Date Range: Exception for a date range

<b>User Type</b>	Type of user, whether the transaction exception is applicable for a retail or corporate user.
------------------	---

<b>Transaction</b>	The specific financial transaction, for which an exceptional working window is maintained.
--------------------	--

<b>Remarks</b>	Reason for exception for e.g. a national holiday.
----------------	---

<b>Exceptions</b>	Type of working window for the transaction.
-------------------	---

Window types:

- Limited Time
- Open all Day
- Close all Day

Field Name	Description
<b>Window Type</b>	Type of working window for the exception. Window types: <ul style="list-style-type: none"> <li>• Limited Time: Transaction is applicable for a limited time.</li> <li>• Open all Day: Transaction can be done for the entire day.</li> <li>• Close all Day: Transaction is closed for the whole day.</li> </ul>
<b>Time Range</b>	Business hours of the transaction. This field is enabled, if you select <b>Limited Time</b> , option from the <b>Window Type</b> list.

- b. From the **Exception Date** list, select the start date of the working window - exception.
  - c. From the **Window Type**, select the appropriate option.
  - d. If you select the **Window Type** as **Limited Time**, from the **From Time / To Time** list select the start and end time of the working window - exception.
6. Click **Save** to create the transaction working window.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to close the exception creation process.
  7. The **Review** screen is displayed. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify details if any.  
OR  
Click **Cancel** to cancel the transaction.
  8. The success message is displayed along with the transaction reference number. Click **OK** to complete the transaction.

## 26.3 Transaction Working Window - Edit

System Administrator can modify existing working window maintenance. In case of normal working window, edit is allowed only if the effective date is a future date. In case of exception working window, future window can be edited current exceptional window can also be edited if the set time is less than the actual time.

### To modify normal window:

1. Select the working window.
2. If you select **Normal Window** tab,
  - a. Enter the search criteria like **Transaction, Effective Date, or User Type**.
  - b. Click **Search**, displays results based on search criteria.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
  - c. Click **Edit** to edit the working window, from the Detailed View page.  
OR  
Click **Delete** to delete the maintenance.

### Edit Normal Window

The screenshot displays the 'Transaction Working Window' edit page in the ZigBank system. The page is divided into two tabs: 'Normal Window' (selected) and 'Exception Window'. The 'Edit' section includes the following fields:

- Effective Date:** 01/06/2018
- User Type:**  Corporate  Retail
- Transaction:** Domestic Transfer - NEFT

The main table defines the window times for each day of the week:

Day Of Week	Window Type	From Time	To Time
Monday	Limited Time	09:15	17:55
Tuesday	Limited Time	09:15	17:55
Wednesday	Limited Time	09:15	17:55
Thursday	Limited Time	09:15	17:55
Friday	Limited Time	09:15	17:55
Saturday	Closed All Day	00:00	00:00
Sunday	Closed All Day	00:00	00:00

Below the table, the 'Other Details' section includes radio buttons for 'Treatment Outside Normal Window':

- Process on Next Value Date
- Reject Transaction

At the bottom, there are three buttons: 'Save', 'Cancel', and 'Back'. The footer contains the text: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

## Field Description

Field Name	Description
<b>Effective Date</b>	Effective date of working window.
<b>User Type</b>	The type of user for whom the transaction working window is being maintained. The user types could be: <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Retail User</li> </ul>
<b>Transaction</b>	The specific financial transaction, for which a working window is maintained.
<b>Window Type</b>	Type of working window for the transaction. The type can be: <ul style="list-style-type: none"> <li>• Limited Time</li> <li>• Open All Day</li> <li>• Closed All Day</li> </ul>
<b>From Time</b>	Start time of transaction working window. This field is enabled if you select <b>Limited Time</b> from the <b>Window Type</b> field.
<b>To Time</b>	End time of transaction working window. This field is enabled if you select <b>Limited Time</b> from the <b>Window Type</b> field.
<b>Other Details</b>	
<b>Treatment Outside Normal Window</b>	Indicates the treatment outside normal window: The options are: <ul style="list-style-type: none"> <li>• Process on Next Value Date</li> <li>• Reject Transaction</li> </ul>

- d. View the effective date, from when the modified maintenance will be effective. Modify if required.
- e. The user can view the days of the week – from Monday through Sunday with a drop-down of three values against each day( Open all Day, Closed all day, Limited Time)

---

**Note:** For open all day and closed all day options, system defaults from and to time values of– 00:00 and 23:59 hours, for the former and 00:00 hours, for the latter. For the limited time option, specify from and to time, to define the transaction working window.

---

- f. View the preferred processing, when transaction is initiated or approved outside of the working window.  
Either Process on Next Value Date or Reject Transaction Modify if required.
3. Click **Save** to create the transaction working window.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to close the exception creation process.
4. The **Review** screen is displayed. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify details if any.  
OR  
Click **Cancel** to cancel the transaction.
5. The success message is displayed along with the transaction reference number. Click **OK** to complete the transaction.

#### To modify exception window:

6. Select the working window.
7. If you select **Exception Window** tab,
  - a. Enter the search criteria like **Transaction**, **Effective Date**, or **User Type**.
  - b. Click **Search**, displays results based on search criteria.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
  - c. Click **Edit** to edit the working window - exception, from the Detailed View page.  
OR  
Click **Delete** to delete the maintenance.

#### Edit Exception Window

## Field Description

Field Name	Description
<b>Exception Date</b>	Exception date or date range, when processing for a transaction, overrides that set in the normal transaction working window. The exception date could be: <ul style="list-style-type: none"> <li>• Specific Date: Exception for a single day</li> <li>• Date Range: Exception for a date range</li> </ul>
<b>User Type</b>	Type of user, whether the transaction exception is applicable for a retail or corporate user.
<b>Transaction</b>	The specific transaction, for which exception is being maintained.
<b>Remarks</b>	Reason for exception for e.g. a national holiday.
<b>Exceptions</b>	
<b>Window Type</b>	Type of working window for the exception. Window types: <ul style="list-style-type: none"> <li>• Limited Time: Transaction is applicable for a limited time.</li> <li>• Open all Day: Transaction can be done for the entire day.</li> <li>• Close all Day: Transaction is closed for the whole day.</li> </ul>
<b>Time Range</b>	Business hours of the transaction. This field is enabled, if you select <b>Limited Time</b> , option from the <b>Window Type</b> list.

- 
8. Update the required details.
  9. Click **Save** to create the transaction working window.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to close the exception creation process.
  10. The **Review** screen is displayed. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify details if any.  
OR  
Click **Cancel** to cancel the transaction.
  11. The success message is displayed along with the transaction reference number. Click **OK** to complete the transaction.

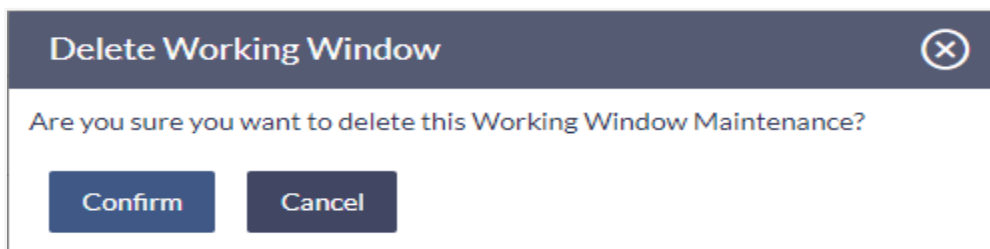
## 26.4 Transaction Working Window - Delete

System Administrator can delete existing working window maintenance. User is allowed to delete future dated maintenances.

### To delete normal window:

1. Select the working window.
2. If you select **Normal Window** tab,
  - a. Enter the search criteria like **Transaction**, **Effective Date**, or **User Type**.
  - b. Click **Search**, displays results based on search criteria.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
  - c. Click **Edit** to edit the working window, from the Detailed View page.  
OR  
Click **Delete** to delete the working window, from the Detailed View page.

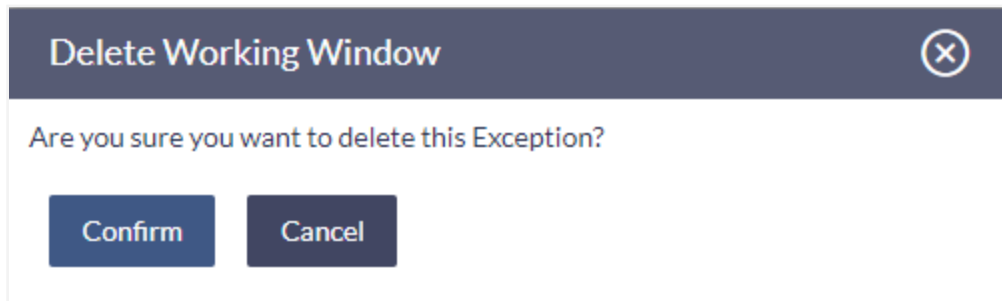
### Delete Normal Window



### To delete exception window:

1. Select the working window.
2. If you select **exception Window** tab,
  - a. Enter the search criteria like **Transaction**, **Effective Date**, or **User Type**.
  - b. Click **Search**, displays results based on search criteria.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
  - c. Click **Edit** to edit the working window, from the Detailed View page.  
OR  
Click **Delete** to delete the working window - exception, from the Detailed View page.

## Delete Exception Window



- The user can delete a future transaction working window or an exception with an effective date in the future.
- Navigate to the particular working window or the exception and click on Delete.
- The system displays a pop-up message with Confirm and Cancel buttons. On confirming deletion, system displays a transaction successful message, provides a reference number and the status of the maintenance (e.g. pending approval)
- If the user chooses to cancel the transaction, he's directed to the admin dashboard

## FAQs

### 1. **Can I set the transaction working window from the current date?**

No, you cannot set the transaction working window date from current date. You can set that from future date.

### 2. **If a particular day, have both a normal working window set, and an exception – which will take precedence?**

Working window set for an exception, overrides the normal working window set.

### 3. **If the normal working window for a transaction is set for Open all Day and an Exception is set as Closed all Day, will I be able to initiate transaction, on that day?**

No, I will not be able to initiate the transaction on that day. The transaction will either have the next working day's value date or be rejected.

### 4. **Can I delete or edit current applicable normal working window?**

No, current applicable normal working window cannot be edited or deleted. User can add a new window with future effective date.

### 5. **Can I set 'behavior of transaction outside working window' for exceptional days?**

No, behavior of transaction outside working window for exceptional date maintenance will remain same as normal window maintenance.

[Home](#)



## 27. Transaction Blackout

A blackout period is duration of time when access to something usually available is prohibited.

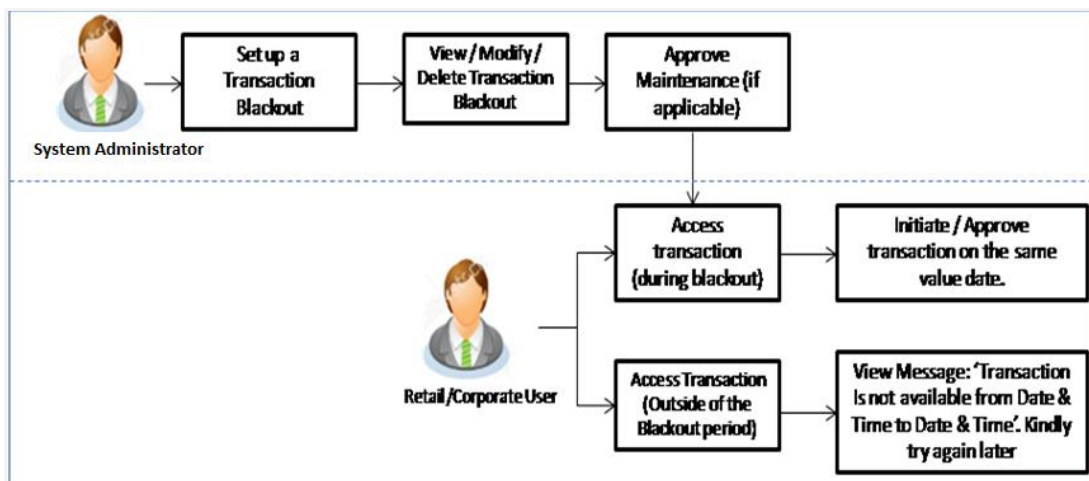
When a System Administrator maintains a transaction blackout, for a period, transaction/s are not accessible to users of the bank's retail and corporate or even to the administrator users for a preset time period.

The system administrator may use the time, when a transaction is blacked-out, to do necessary maintenances.

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for system administrator to perform the actions.

### Workflow



Access Transaction (during blackout) – Blackout message needs to be displayed

Check the flow, message part is against access of transaction outside blackout period.

### Features Supported In Application

The following options are available as part of this maintenance:

- Create a new Transaction Blackout Maintenance
- Search and View Transaction blackouts already maintained
- Delete or Edit transaction blackouts maintained.

### How to reach here:

*Administration Dashboard > Transaction Related> Transaction Blackout*

## 27.1 Transaction Blackout - Search

This function allows the System Administrator to search for transactions under a particular user type and also to create a new Transaction blackout. The search is available on the basis of User type, Transaction Type, Transaction and date. The search result displays only those transactions under a user type for which the 'Transaction Blackout' is maintained.

### To search for transactions under a particular user type:

1. Enter the search criteria like **Transaction, Date, or User Type**.

---

**Note:** Alternately, the user can perform a blank search.

---

2. Click **Search**, displays results based on search criteria.  
OR  
Click **Reset** to reset the details.  
OR  
Click **Cancel** to cancel the transaction.

### Transaction Blackout- Search

The screenshot shows the ZigBank Transaction Blackout Search interface. At the top, there is a navigation bar with the ZigBank logo and a search icon. Below the navigation bar, there is a search form with the following fields:

- Date:** Select date (calendar icon)
- Transaction Type:** Select (dropdown menu)
- User Type:** Select (dropdown menu)
- Transaction:** Select (dropdown menu)

Below the search form, there are three buttons: **Search** (blue), **Cancel** (grey), and **Reset** (grey).

Below the search form, there is a table listing transaction blackouts:

Transaction	Start Date	End Date	Blackout Type	Status
Redeem TD	01 Jul 2018	02 Jul 2018	Full	Scheduled
Letter Of Credit Create	05 Jul 2017	12 Jul 2017	Daily	Scheduled
Request Deposit Statement	01 Aug 2018	05 Aug 2018	Daily	Scheduled
Delete Working Window	05 Aug 2017	06 Aug 2017	Full	Scheduled
Create Working Window	01 Jul 2018	02 Jul 2018	Full	Scheduled
New Deposit	11 Jul 2017	26 Jul 2017	Full	Scheduled

At the bottom of the interface, there is a footer with the text: Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions

### Field Description

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

<b>Date</b>	Date of the transaction blackout.
-------------	-----------------------------------

Field Name	Description
<b>Transaction Type</b>	Transaction type to be blacked out. The options are: <ul style="list-style-type: none"> <li>• Maintenances</li> <li>• Administration</li> <li>• Inquiries</li> <li>• Non-Financial</li> <li>• Financial</li> </ul>
<b>User Type</b>	The type of user for whom the transaction is blacked out. The user types could be: <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Administrator</li> <li>• Retail User</li> <li>• Prospect</li> </ul>
<b>Transaction Search Result</b>	The specific transaction, for which a blackout is maintained
<b>Transaction</b>	The specific transaction, for which a blackout is maintained
<b>Start Date</b>	Start date for the blackout.
<b>End Date</b>	End date for the blackout.
<b>Blackout Type</b>	Type of black out. <ul style="list-style-type: none"> <li>• Full: Indicates that it will be complete transaction blackout for the set date and time.</li> <li>• Daily: Indicates that it will be daily blackout for the set date and time.</li> </ul>
<b>Status</b>	The transaction blackout status. The options are: <ul style="list-style-type: none"> <li>• Ongoing: Indicates that blackout is ongoing.</li> <li>• Scheduled: Indicates that scheduled for some day in the future.</li> </ul>

3. View the table with search results. This table contains the start date and end date of the blackout maintenance. Transaction for which the blackout is applicable, the type of

blackout (full or daily) and the status – whether the blackout is ongoing, or scheduled for some day in the future.

4. Click on the field **Transaction** to view more details.

### Transaction Blackout- View details

The screenshot shows the 'Transaction Blackout' view details page. The page header includes the ZigBank logo and navigation icons. The main content area displays the following information:

- View**: Transaction, Redeem TD
- User Type**:  Administrator,  Corporate User,  Prospect,  Retail User
- Blackout Type**: ,
- Start On**: 01 Jul 2018 00:00
- End On**: 02 Jul 2018 00:00
- Status**: Scheduled

At the bottom of the form, there are four buttons: Delete, Edit, Cancel, and Back. The footer of the page contains the text: Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions.

### Field Description

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

<b>Transaction</b>	The specific transaction, for which a blackout is maintained.
--------------------	---

<b>User Type</b>	The type of user for whom the transaction is blacked out.
------------------	---

The user types could be:

- Corporate User
- Administrator
- Retail User
- Prospect

<b>Blackout Type</b>	Type of black out.
----------------------	--------------------

- Full: Indicates that it will be complete transaction blackout for the set date and time.
- Daily: Indicates that it will be daily blackout for the set date and time.

<b>Start On</b>	Start date and time for the blackout.
-----------------	---------------------------------------

This field will be displayed if the Blackout type is selected as '**Full**'.

Field Name	Description
<b>End On</b>	End date and time for the blackout. This field will be displayed if the Blackout type is selected as ' <b>Full</b> '.
<b>Date Range</b>	Blackout start and end date. This field will be displayed if the Blackout type is selected as ' <b>Daily</b> '.
<b>Time Range</b>	Blackout start and end time. This field will be displayed if the Blackout type is selected as ' <b>Daily</b> '.
<hr/> <p><b>Note:</b> When blackout type is full - the following fields are displayed and enabled: Start On (Date and Time) End On and (Date and Time) When blackout type is Daily - the following fields are displayed and enabled - Date Range - From and To. Time Range - From and To. And, an option to Add Time</p> <hr/>	
<b>Status</b>	The transaction blackout status. The options are: <ul style="list-style-type: none"> <li>• Ongoing: Indicates that blackout is ongoing.</li> <li>• Scheduled: Indicates that scheduled for some day in the future.</li> </ul>

5. Click **Edit** to edit the maintenance.  
OR  
Click **Delete** to delete the maintenance.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to close the blackout creation process.

## 27.2 Transaction Blackout - Create

System Administrator can create new transaction blackout maintenance for the selected transaction. User needs to select the particular transaction and user type for whom blackout needs to be applied.

Further user can set up blackout type:

- Full – Black out for the entire period.
- Daily - Blackout between start and end time daily, for the days set.

**To create new transaction blackout:**

1. Click **Create**.
2. From the **Transaction** list select the appropriate option.
3. From the **User Type** select the appropriate option.
4. From the **Blackout Type** select the appropriate option:
5. If you select **Full Day**:

- a. From the **Start On** list, select the start date and time of the transaction blackout.
  - b. From the **End On** list, select the end date and time of the transaction blackout.
6. If you select **Daily**:
- a. From the **Date Range** list select the start and end date of the transaction blackout.
  - b. From the **Time Range** list select the start and end time of the transaction blackout.

**Note:** You can click **+Add Time Range** button, to add multiple time options for transaction blackout.

### Transaction Blackout- Create

The screenshot shows the 'Transaction Blackout - Create' form in the ZigBank interface. The form is titled 'Create' and contains the following fields and options:

- Transaction Type:** Financial
- Transaction:** Redeem TD
- User Type:**  Administrator,  Corporate User,  Prospect,  Retail User
- Blackout Type:**  Full,  Daily
- Start On:** 13 Jul 2017, 21:00
- End On:** 13 Jul 2017, 23:00

At the bottom of the form, there are three buttons: **Save** (blue), **Cancel** (grey), and **Back** (grey). The footer of the page reads: Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions.

### Field Description

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

<b>Transaction Type</b>	Transaction type to be blacked out. The options are:
-------------------------	---

- Maintenances
- Administration
- Inquiries
- Non-Financial
- Financial

<b>Transaction</b>	The specific transaction, for which a blackout is to be maintained
--------------------	--

Field Name	Description
<b>User Type</b>	<p>The type of user for whom the transaction is blacked out.</p> <p>The user types could be:</p> <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Administrator</li> <li>• Retail User</li> <li>• Prospect</li> </ul>
<b>Blackout Type</b>	<p>Type of black out.</p> <ul style="list-style-type: none"> <li>• Full: A Full transaction blackout prevents access to a transaction from a certain day/time to certain day / time. The transaction is not enabled at all, during a full blackout</li> <li>• Daily: A daily transaction blackout prevents access to a transaction for the defined time in a day, over few days. The transaction is enabled, outside of the blackout window, in case of a daily blackout</li> </ul>
<b>Start On</b>	<p>Start date and time for the blackout.</p> <p>This field will be displayed if the Blackout type is selected as '<b>Full</b>'.</p>
<b>End On</b>	<p>End date and time for the blackout.</p> <p>This field will be displayed if the Blackout type is selected as '<b>Full</b>'.</p>
<b>Date Range</b>	<p>Blackout start and end date.</p> <p>This field will be displayed if the Blackout type is selected as '<b>Daily</b>'.</p>
<b>Time Range</b>	<p>Blackout start and end time.</p> <p>This field will be displayed if the Blackout type is selected as '<b>Daily</b>'.</p>
<hr/> <p><b>Note:</b>            When blackout type is full - the following fields are displayed and enabled: Start On (Date and Time) End On and (Date and Time)            When blackout type is Daily - the following fields are displayed and enabled - Date Range - From and To. Time Range - From and To.            And, an option to Add Time Range</p> <hr/>	

- Click **Save** to create the transaction blackout. User will be directed to the Transaction Blackout-Create - review page post necessary validations.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
- The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify details if any.

OR  
Click **Cancel** to cancel the transaction.

- The success message appears along with the transaction reference number. Click **Ok** to complete the transaction.

## 27.3 Transaction Blackout - Edit

System Administrator can modify existing blackout instructions. This screen displays the inputs captured for Daily/Full, End date and End time in the create transaction blackout screen in an editable form. Whereas user is not allowed to edit Transaction..

### To modify blackout instructions:

- Enter the search criteria like **Transaction**, **Date**, or **User Type**.

---

**Note:** Alternately, the user can perform a blank search.

---

- Click **Search**, displays results based on search criteria.  
OR  
Click **Reset** to reset the details.  
OR  
Click **Cancel** to cancel the transaction.
- Click on the transaction.
- Click **Edit** to edit the maintenance.

### Editing a scheduled Maintenance

The screenshot displays the 'Transaction Blackout Edit' form in the ZigBank system. The form includes the following fields and options:

- Transaction User Type:** A dropdown menu.
- Redeem TD:** Radio buttons for Administrator, Corporate User (selected), Prospect, and Retail User.
- Blackout Type:** Buttons for Full and Daily.
- Start On:** Date field (01 Jul 2018) and Time field (21:00).
- End On:** Date field (02 Jul 2018) and Time field (23:00).
- Buttons:** Save, Cancel, and Back.

The footer of the page contains the text: Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions



## Field Description

Field Name	Description
<b>Transaction</b>	The specific transaction, for which a blackout is to be modified
<b>User Type</b>	The type of user for whom the transaction is blacked out. The user types could be: <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Administrator</li> <li>• Retail User</li> <li>• Prospect</li> </ul>
<b>Blackout Type</b>	Type of black out. <ul style="list-style-type: none"> <li>• Full: A Full transaction blackout prevents access to a transaction from a certain day/time to certain day / time. The transaction is not enabled at all, during a full blackout</li> <li>• Daily: A daily transaction blackout prevents access to a transaction for the defined time in a day, over few days. The transaction is enabled, outside of the blackout window, in case of a daily blackout</li> </ul>
<b>Start On</b>	Start date and time for the blackout. This field will be displayed if the Blackout type is selected as ' <b>Full</b> '.
<b>End On</b>	End date and time for the blackout. This field will be displayed if the Blackout type is selected as ' <b>Full</b> '.
<b>Date Range</b>	Blackout start and end date. This field will be displayed if the Blackout type is selected as ' <b>Daily</b> '.
<b>Time Range</b>	Blackout start and end time. This field will be displayed if the Blackout type is selected as ' <b>Daily</b> '.
<hr/> <p><b>Note:</b> When blackout type is full - the following fields are displayed and enabled: Start On (Date and Time) End On and (Date and Time) When blackout type is Daily - the following fields are displayed and enabled - Date Range - From and To. Time Range - From and To. And, an option to Add Time Range</p> <hr/>	





5. From the **User Type** select the appropriate option.
6. From the **Blackout Type** select the appropriate option:
7. If you select **Full Day**:
  - a. From the **Start On** list, select the start date and time of the transaction blackout.
  - b. From the **End On** list, select the end date and time of the transaction blackout.

8. If you select **Daily**:
  - c. From the **Date Range** list, select the start and end date of the transaction blackout.
  - d. From the **Time Range** list, select the start and end time of the transaction blackout.

---

**Note:** You can click **+Add Time Range** button, to add multiple time options for transaction blackout.

---

9. Click **Save** to button to save Transaction Blackout Maintenance. User is directed to **Transaction Blackout-Edit - review** page post necessary validations.
  - OR
  - Click **Back** to navigate to the previous screen.
  - OR
  - Click **Cancel** to cancel the transaction.
10. The **Review** screen appears. Verify the details, and click **Confirm**.
  - OR
  - Click **Edit** to modify details if any.
  - OR
  - Click **Cancel** to cancel the transaction.
11. The success message appears along with the transaction reference number. Click **OK** to complete the transaction.

## 27.4 Transaction Blackout - Delete

System Administrator can delete existing blackout instructions. User is allowed to delete future dated blackouts. Deleting ongoing blackout will stop the blackout and the transaction will be available to the users post approved by necessary levels of approvals.

### To delete maintenance:

1. Enter the search criteria like **Transaction**, **Date**, or **User Type**.

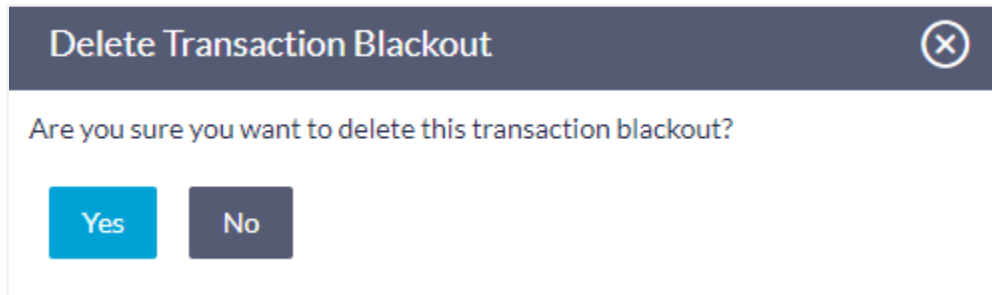
---

**Note:** Alternately, the user can perform a blank search.

---

2. Click **Search**, displays results based on search criteria.
  - OR
  - Click **Reset** to reset the details.
  - OR
  - Click **Cancel** to cancel the transaction.
3. Click **Edit** to edit the maintenance.
  - OR
  - On the Detailed View screen, click **Delete** to delete the maintenance.
  - OR
  - Click **Back** to navigate to previous screen.
  - OR
  - Click **Cancel** to close the blackout creation process.
4. The Pop-up Message to confirm deletion appears.

## Deleting an Ongoing / scheduled Maintenances



5. On the Detailed View screen, of the blackout, click **Delete**.
6. The Pop-up Message to confirm deletion appears.
7. Click **Yes** to delete.  
OR  
Click **No** to go back to the maintenance.
8. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.
9. The success message appears along with the transaction reference number. Click **Ok** to complete the transaction.

## FAQs

1. **Can I edit an Ongoing Transaction Blackout?**  
Only the End time and End Date of the ongoing blackout – if these are greater than the current system date and time can be edited.
2. **Can I edit scheduled Transaction Blackout?**  
Yes. System Administrator has more flexibility in editing a scheduled transaction blackout.
3. **Can I delete an ongoing Transaction blackout?**  
Yes, ongoing transaction blackout can be deleted. Deleting ongoing blackout will stop the blackout and the transaction will be available to the users post approved by necessary levels of approvals.
4. **Any notification will be sent to the users about the planned blackout?**  
Yes, a mechanism is provided to send alerts to users informing about planned blackout.
5. **What happens when user tries to access the transaction which is blacked out?**  
A message is shown on the screen informing about transaction blackout.

[Home](#)

## 28. User Group - Subject Mapping

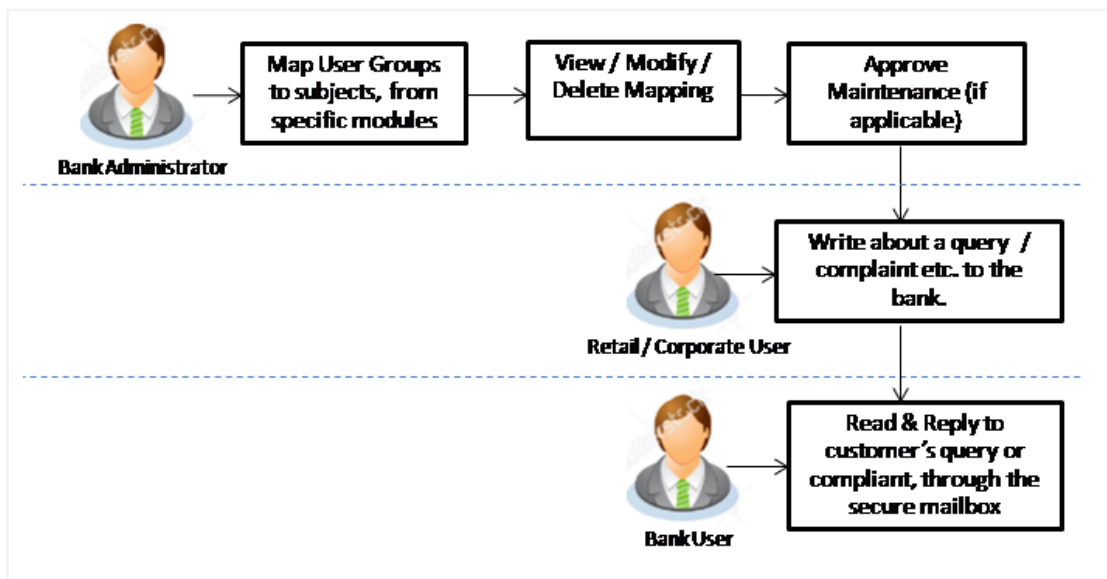
This maintenance facilitates mapping of subjects, to user groups in the bank, to streamline communication between the bank's users and its end customers.

Once User Groups are mapped to certain transactions or modules, users, in that group can reply to communication pertaining to the specific subject. The communication channel used is the bank's secure mailbox. For instance, employees in the Credit Card department of the bank will be able to reply to / address queries raised by customers who are overdue on their payments or who want to seek clarification on their monthly statement.

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.
- Administrator user groups are maintained.
- Maintain applicable subjects, for each Module

### Workflow



### Features Supported In Application

- Search User Group - Subject Mapping
- Create User Group - Subject Mapping
- Modify User Group - Subject Mapping

### How to reach here:

*Administration Dashboard > Communications > User Group - Subject Mapping*

## 28.1 User Group - Subject Mapping - Search

User Group – subject mapping search option allows System Administrator to view the existing User Group - Subject Mapping.

### To view User Group - Subject Mapping:

1. In the **Mapping Code** field, enter the user group - subject mapping code whose details you want to view.  
OR  
In the **Description** field, enter the user group - subject mapping description whose details you want to view.  
OR  
From the **Group Code** list, select the group code to enquire about user group subject mapping, already maintained.
2. Click **Search**, display results based on search criteria.  
OR  
Click **Clear** to reset the details.  
OR  
Click **Cancel** to cancel the transaction.

### User Group - Subject Mapping - Search

The screenshot shows the ZigBank user interface for searching User Group - Subject Mapping. The header includes the ZigBank logo and navigation icons. The main content area is titled "User Group - Subject Mapping" and contains a search form. The form has three input fields: "Mapping Code", "Description", and "Group Code". The "Group Code" field is a dropdown menu currently showing "Term\_deposit\_Group-Term deposit group". There are three buttons: "Search" (blue), "Cancel" (grey), and "Clear" (grey). Below the form, a table displays the search results. The table has three columns: "Mapping Code", "Description", and "Group Code". The first row shows "TD group", "Td group of user", and "Term\_deposit\_Group".

Mapping Code	Description	Group Code
TD group	Td group of user	Term_deposit_Group

### Field Description

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

<b>Mapping Code</b>	The user group - subject mapping code.
---------------------	--

<b>Description</b>	The user group - subject mapping description.
--------------------	---

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

<b>Group Code</b>	The group code to enquire about user group subject mapping, already maintained.
-------------------	---

- Click the **Mapping Code** for which you want to view the mapping details. The **User Group - Subject Mapping - View** screen displays the mapping of subject to the user group.

### User Group - Subject Mapping - View

**View**

Mapping Code: TD group

Mapping Description: Td group of user

**Mapping Details**

Group Code: Term\_deposit\_Group-Term deposit group

Subjects

- All Subjects
  - Loans
    - Home Loan
    - Personal Loan
  - Current and Savings Accounts
    - Change Communication Address
    - Block Debit / ATM card
    - Others
  - Miscellaneous
    - Complaint
    - Feedback
  - Credit Cards
    - Others
    - Reissue Credit Card PIN
    - Change Communication Address
  - Term Deposits
    - Term Deposit Certificate
    - Others
  - Automobile Loan
  - Education Loan
  - Others
  - Transaction Dispute
  - Open New Bank Account
  - Unblock Debit / ATM card
  - Reissue of lost ATM/Debit Card
  - Reissue Debit card PIN
  - Reward Points related queries
  - Transaction Dispute
  - Apply for New Credit Card
  - Block Credit Card

[Edit](#) [Cancel](#) [Back](#)

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### Field Description

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

<b>Mapping Code</b>	The user group - subject mapping code.
---------------------	--

<b>Description</b>	The user group - subject mapping description.
--------------------	---

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

---

### Mapping Details

**Group Code** The group code assigned to user group subject mapping.

**Subjects** The list of all subjects maintained.

---

**Note:**

- 1) All Subjects: if this is checked, then all subjects will be mapped with selected group code within the CASA, TD, Loans, Credit Cards modules.
  - 2) Individual Subject: if this is checked, then individual subject is mapped with selected group code within the CASA, TD, Loans, Credit Cards modules.
- 

- 
4. Click **Edit** to edit the subject mapping details.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to previous screen.

## 28.2 User Group - Subject Mapping - Create

Using User Group – Subject mapping - Create option, System Administrator can create the user group - subject mapping.

### To create User Group - Subject Mapping:

1. Click **Create**.  
The **User Group - Subject Mapping - Create** screen appears.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction.

## User Group - Subject Mapping - Create

**Create**

Mapping Code: MC101

Mapping Description: CASA,All and TD All transaction

**Mapping Details**

Group Code: DrAdminUserGroupFlow-DrAdminUserGroupFlow

Subjects

- All Subjects
  - Current and Savings Accounts
    - Block Debit / ATM card
    - Reissue Debit card PIN
    - Unblock Debit / ATM card
    - Term Deposits
      - Term Deposit Certificate
  - Loans
    - Automobile Loan
    - Personal Loan
  - Credit Cards
    - Apply for New Credit Card
    - Reissue Credit Card PIN
    - Others
  - Miscellaneous
    - Complaint
- Change Communication Address
- Reissue of lost ATM/Debit Card
- Others
- Open New Bank Account
- Transaction Dispute
- Education Loan
- Others
- Home Loan
- Block Credit Card
- Reward Points related queries
- Change Communication Address
- Transaction Dispute
- Feedback

Save Cancel Back

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### Field Description

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

<b>Mapping Code</b>	The user group - subject mapping code.
---------------------	--

<b>Description</b>	The user group - subject mapping description.
--------------------	---

### Mapping Details

<b>Group Code</b>	The group code to create user group subject mapping.
-------------------	--



**Subjects** The list of all subjects maintained.

---

**Note:**

1) All Subjects: if this is checked, then all subjects will be mapped with selected group code within the CASA, TD, Loans, and Credit Cards modules.

2) Individual Subject: if this is checked, then individual subject is mapped with selected group code within the CASA, TD, Loans, Credit Cards modules.

---

2. In the **Mapping Code** field, enter the user group - subject mapping code.
3. In the **Description** field, enter the user group - subject mapping description.
4. From the **Group Code** list, select the appropriate option.
5. Select the respective check boxes preceding the subject to be mapped.  
OR  
Select **All Subjects** check box, if you want to map all subjects.
6. Update the required details.
7. Click **Save** to save the modified details.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
8. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
OR  
Click **Cancel** to cancel the transaction.
9. The success message of creation of user group - subject mapping along with the transaction reference number appears.  
Click **OK** to complete the transaction.

---

**Note:**

1) If the mapping setup requires an approval workflow, the maintenance will be initiated. Once approved by the required number of approvers, the mapping will be effected.

2) If the setup does not require an approval workflow or is self / auto approved, then the mapping will be effected immediately.

---

## 28.3 User Group - Subject Mapping - Modify

Using User Group – Subject Mapping - Modify option; System Administrator can edit the user group - subject mapping.

**To edit the User Group - Subject Mapping:**

1. In the **Mapping Code** field, enter the user group - subject mapping code whose details you want to view.  
OR  
In the **Description** field, enter the user group - subject mapping description whose details you want to view.  
OR

From the **Group Code** list, select the group code to enquire about user group subject mapping, already maintained.

2. Click **Search** to display results based on search criteria.
3. Click the **Mapping Code** for which you want to view the mapping details. The **User Group - Subject Mapping - View** screen displays the mapping of subject to the user group.

### User Group - Subject Mapping - Edit

**Edit**

Mapping Code: TD group

Mapping Description: Td group of user

**Mapping Details**

Group Code: Term\_deposit\_Group-Term deposit group

Subjects

- All Subjects
  - Loans
    - Home Loan
    - Automobile Loan
    - Others
    - Personal Loan
    - Education Loan
    - Current and Savings Accounts
      - Change Communication Address
      - Transaction Dispute
      - Reissue of lost ATM/Debit Card
      - Block Debit / ATM card
      - Open New Bank Account
      - Reissue Debit card PIN
      - Others
      - Unblock Debit / ATM card
    - Miscellaneous
      - Complaint
      - Feedback
    - Credit Cards
      - Others
      - Reward Points related queries
      - Apply for New Credit Card
      - Reissue Credit Card PIN
      - Transaction Dispute
      - Block Credit Card
      - Change Communication Address
    - Term Deposits
      - Term Deposit Certificate
      - Others

Save Cancel Back

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### Field Description

#### Field Name Description

**Mapping Code** The user group - subject mapping code.

**Description** The user group - subject mapping description.

### Mapping Details

**Group Code** The group code assigned to user group subject mapping.

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

<b>Subjects</b>	The list of all subjects maintained.
-----------------	--------------------------------------

**Note:**

- 1) All Subjects: if this is checked, then all subjects will be mapped with selected group code within the CASA, TD, Loans, and Credit Cards modules.
- 2) Individual Subject: if this is checked, then individual subject is mapped with selected group code within the CASA, TD, Loans, Credit Cards modules.

4. Select the respective check boxes preceding the subject to be mapped.  
OR  
Select **All Subjects** check box, if you want to map all subjects.
5. Update the required details.
6. Click **Save** to save the modified details.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
7. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to modify the details.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of update along with the transaction reference number appears.  
Click **OK** to complete the transaction.

**Note:**

- 1) If the mapping setup requires an approval workflow, the maintenance will be initiated. Once approved by the required number of approvers, the mapping will be effected.
- 2) If the setup does not require an approval workflow or is self / auto approved, then the mapping will be effected immediately.

## **FAQs**

**1. If a user has been mapped to all subjects in the CASA module, what does it mean?**

If the user is mapped to all subjects in CASA, he will be able to receive and reply to the end users on those CASA subjects, and cannot reply to the mails of the customers initiated under subjects other than CASA.

**2. How does this maintenance help the bank and its customers?**

This set-up is a way to allow or restrict access, to the users of the bank. This enables a secure communication channel between the bank and its end customers.

**3. I am an employee of the bank, and I belong to the user group that is mapped to all Term Deposits subjects. Can I initiate an email and send it to the customer?**

No, you cannot initiate a correspondence with a customer, I can only reply to his queries on Term Deposits, through the mailbox.

[Home](#)

## 29. Mailbox

Mailbox is a two way communication channel between Bank customers and Bank administrators. Customers communicate with the bank via secured mailbox facility. Customers can send mail messages to the bank with specific pre-defined subjects for their queries/ complaints /feedback. In application, as day 0 maintenance each subject category is linked to a group of bank administrators' users. Depending upon the mail-subject mapping to each bank administrator user, administrators will receive the mails only of the subjects mapped to the users.

Administrators can view the number of received e-mails and access all received and sent e-mails from their secured mailbox. User can click the message to read the detailed content of the message. The subject of the message gives a brief understanding of what the message is about. User can view the message details, the sender information and also view the chain of messages exchanged if any.

The complete chain of message helps user to understand and know the information exchanged with the bank on a particular subject. Bank administrators can also view the alert messages sent by the bank on various banking events.

As a Day 0 maintenance, Bank has to define whether the OB APIs mailbox should point to the UBS-interaction module or to the internal mailbox. In case if the mailbox is pointed to the UBS-Interaction module, the mail initiated by customers will be sent to the UBS bank user for his action and will not be sent to the OB APIs administrator.

### Pre-Requisites

- Roles and departments for various Bank Administrator must be defined in reference to mail section
- Alerts must be pre-set by bank and gets auto triggered if subscribed by customer or set as mandatory


### Features supported in Application:

- **Inbox:** where bank administrators can view the messages sent by the customers and also can reply and delete the mails.
- **Sent Mail folder:** This allows user to view the mails replied by logged in user. Also an option is provided to delete the mails.
- **Deleted Mail Folder:** This allows the user to view mails deleted from user's inbox and sent folders. And can permanently delete the mails.
- **Alerts:** View the alerts sent by the bank and received by logged in user. Also an option is provided to delete the alerts.
- **Notifications** - This section allows the logged in user to view all the notifications sent by the bank. Also an option is provided to delete the notifications.

### How to reach here:

*Dashboard > Toggle Menu >Mailbox > Mails*

OR

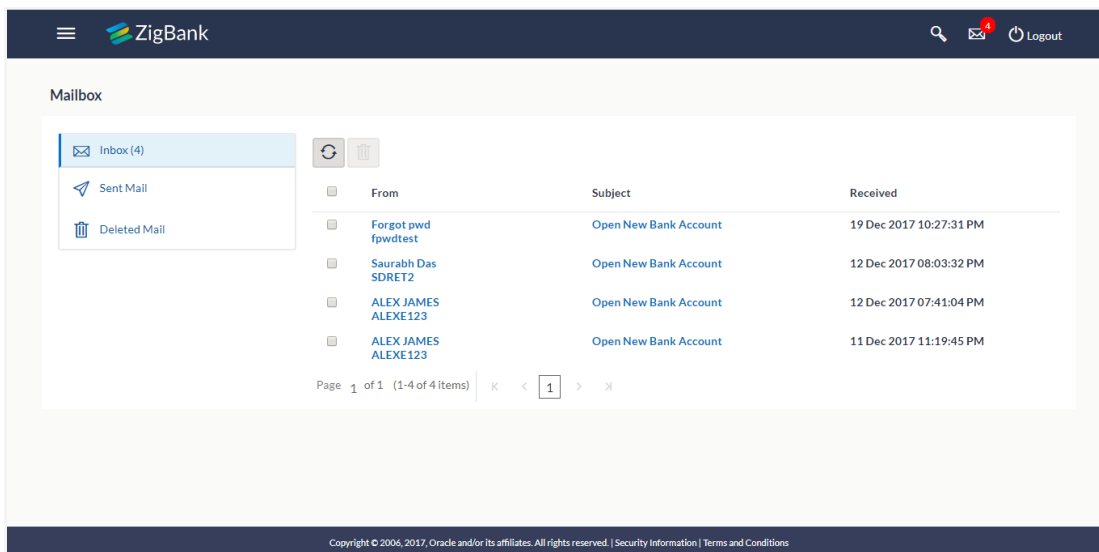
*Dashboard > Click *

## 29.1 Mails

The Mails functionality is subdivided into the following sub-sections:

- **Inbox** : can view messages and can also reply to the messages received
- **Sent Mail**: can view the messages that have been sent by logged in user
- **Deleted Mail**: can view the messages deleted by logged in user from Inbox and Sent Mail folder

## Mailbox- Mails






## Field Description

### Field Name Description

<b>Inbox</b>	List the messages sent to Bank Administrator. Number of unread mails if any will be displayed.
<b>Sent Mail</b>	List the messages sent by Bank Administrator.
<b>Deleted Mail</b>	List the messages deleted by Bank Administrator from Inbox and Sent Mail.
<b>From</b>	The name and the User ID of the sender of the message.
<b>Subject</b>	The descriptive synopsis of the message. Indicates the link to access the message.
<b>Received</b>	Date and time on which the message was received.

1. In the **Message- Mails**, Click the required option.
  - a. If you click the **Inbox** option, the **Mail Box** section with received messages appears; click individual message to view the details.
  - b. If you click the **Sent Mail** option, the **Mail Box** section with sent messages appear; click individual message to view the details.

- c. If you click the **Deleted Mail** option, the **Mail Box** section with deleted messages appears; click individual message to view the details.
2. Click on mail message to view the mail details.  
OR  
Click the  header to sort the records according to ascending or descending date.  
OR  
Click  to refresh the mailbox.  
OR  
For multiple mail deletion, select the check box (s) against the mail, and  to delete the message.

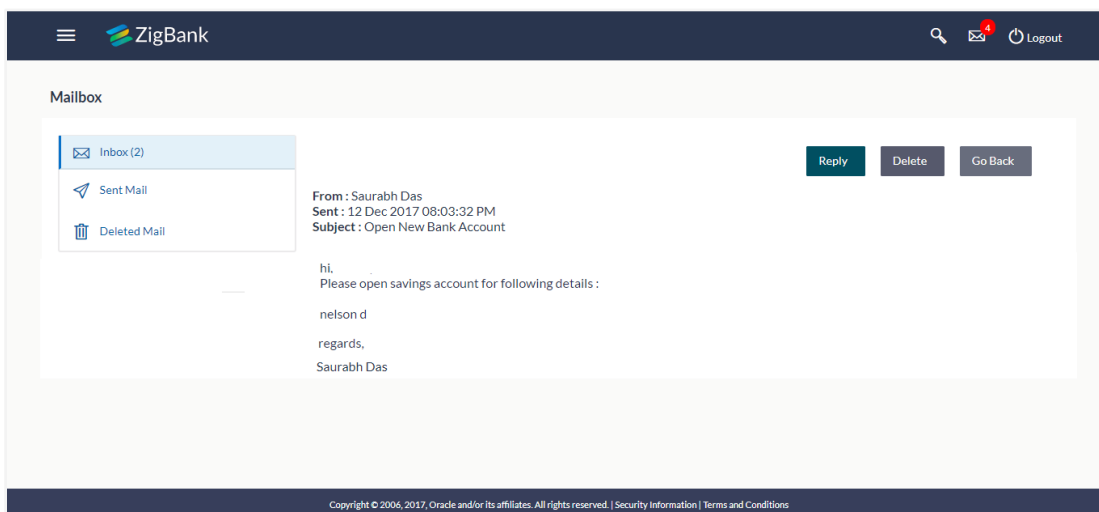
### 29.1.2 Mailbox - Inbox

Using this feature, user can view the messages received in his Inbox. User can view the individual message by clicking on the sender's name.

#### To access the inbox:

1. In the **Message- Mails**, Click the required option.
  - a. If you click the **Inbox** option, the **Mail Box** section with received messages appears; click individual message to view the details.

#### Inbox - Message Details



#### Field Description

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

#### Message Details




<b>From</b>	The name of the sender who has sent the mail.
-------------	---

Field Name	Description
<b>Sent</b>	Date and time on which the message was received.
<b>Subject</b>	Subject of the received message.
<b>Message Chain</b>	<p>The message record contains:</p> <ul style="list-style-type: none"> <li>• Actual contents of the message</li> <li>• Date and time on which each message was received</li> <li>• Sender of the message, that is the bank admin or the user</li> </ul> <p><b>Note:</b> A mail chain is formed when a user sends a mail to bank administrator and he replies back.</p>

### Message - Reply

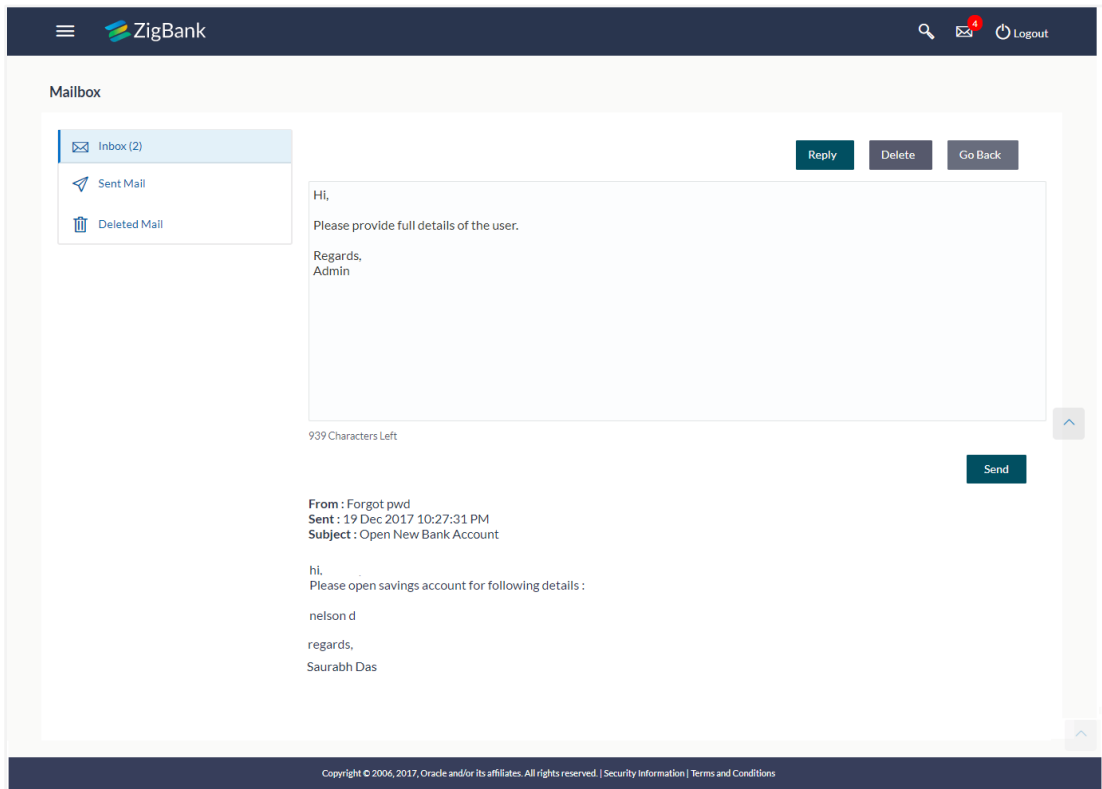
This section displays the reply section.

**Message** The message to be sent.

- b. If you click the **Sent Mail** option, the **Mail Box** section with sent messages appear; click individual message to view the details.
  - c. If you click the **Deleted Mail** option, the **Mail Box** section with deleted messages appears; click individual message to view the details.
2. Click on the required message whose details you want to view. The mail details appears, click **Reply** if you want to reply the received message.  
OR  
Click the  header to sort the records according to ascending or descending date.  
OR  
Click  to refresh the mailbox.  
OR  
For multiple mail deletion, select the check box (s) against the mail, and  to delete the message.
3. Click **Reply** if user wants to reply the received message. The new screen appears in which the user can type a reply message to be sent. Existing mail content is also linked.
  - a. Click **Send** to send the reply message. The success message appears.  
OR  
Click **Delete** to delete the message.  
OR  
Click **Go Back** to navigate to the previous page.



## Message – Reply Message



### Field Description

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

#### Message - Reply

This section displays the reply section.

#### Message

The message to be sent to the bank.

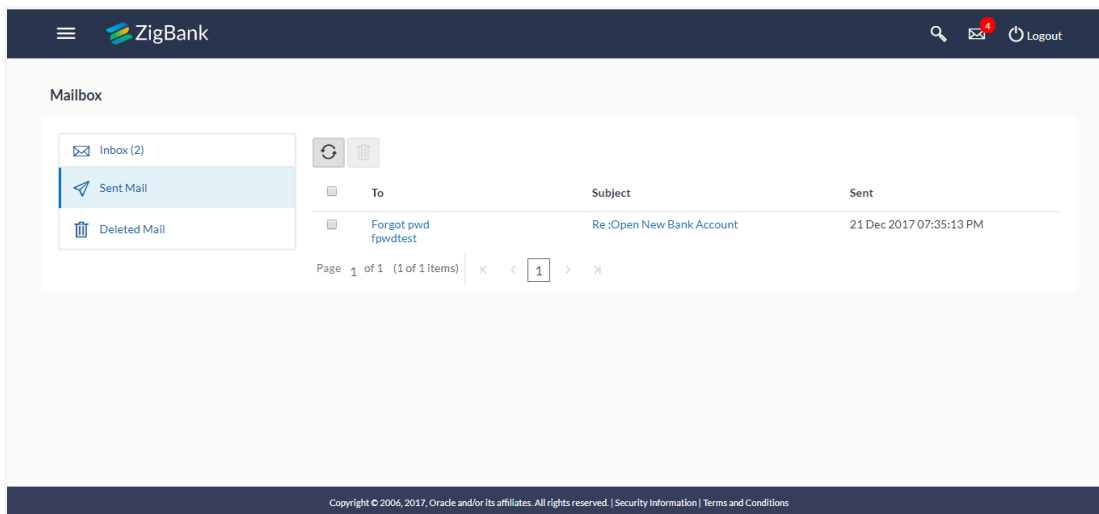
### 29.1.3 Mailbox - Sent Mail

This option displays all the messages sent by the logged in user.

#### To view the sent messages:




1. In the **Mails** section, click **Sent Mail** option.
2. The message screen with sent messages list appears; click individual message to view the details.

#### Message – Sent Mail

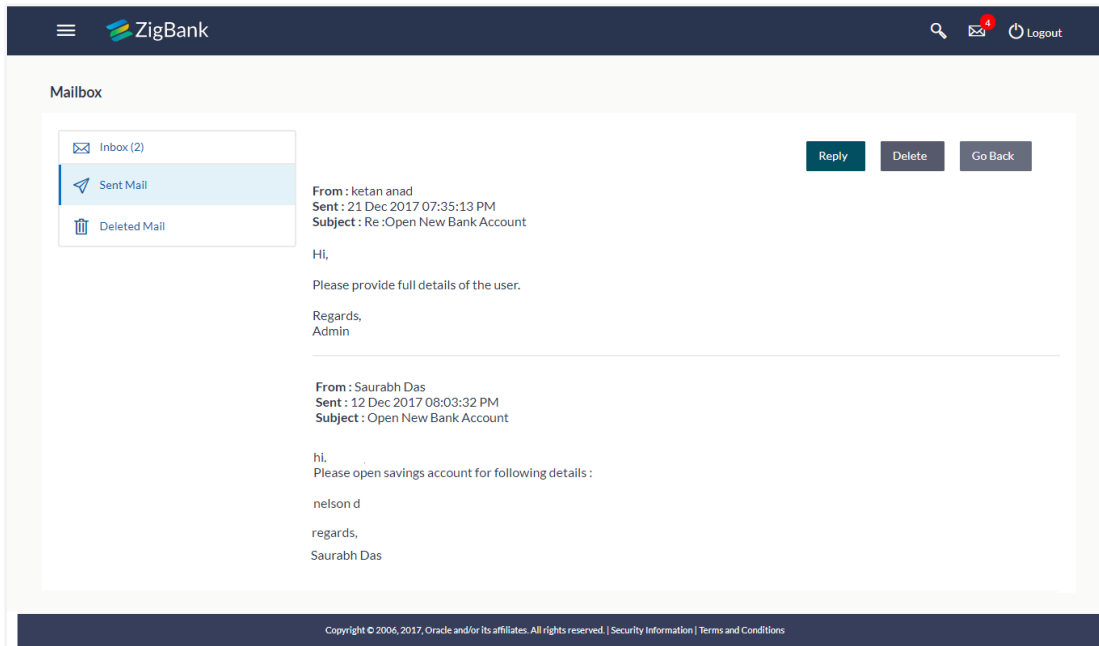


#### Field Description

Field Name	Description
<b>To</b>	The name of the receiver of the mail.
<b>Subject</b>	Subject of the message.
<b>Sent</b>	Date and time on which the message was sent.

3. Click the required sent message that you want to view.  
OR  
Click the  header to sort the records according to ascending or descending date.  
OR  
Click  to refresh the mailbox.  
OR  
Select message and click  to delete the message.

## Message – Sent Mail Details



## Field Description

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

### Message Details

This section displays the detailed message.

<b>From</b>	The name of the sender who has sent the mail.
<b>Sent</b>	Date and time on which the message was sent.
<b>Subject</b>	Subject of the sent message.
<b>Message Chain</b>	<p>The message record contains:</p> <ul style="list-style-type: none"> <li>• Actual contents of the message</li> <li>• Date and time on which each message was sent</li> <li>• Sender of the message, that is the bank admin or the user</li> </ul>

**Note:** A mail chain is formed when a user sends a mail to bank administrator and he replies back.

### Message - Reply

This section displays the reply section.

<b>Message</b>	The message to be sent to the bank.
----------------	-------------------------------------

- The message screen with detailed message record appears; click **Reply** if you want to reply the current message. The success message appears.  
OR



Click **Delete** to delete the message.

OR

Click **Go Back** to navigate to the previous page.

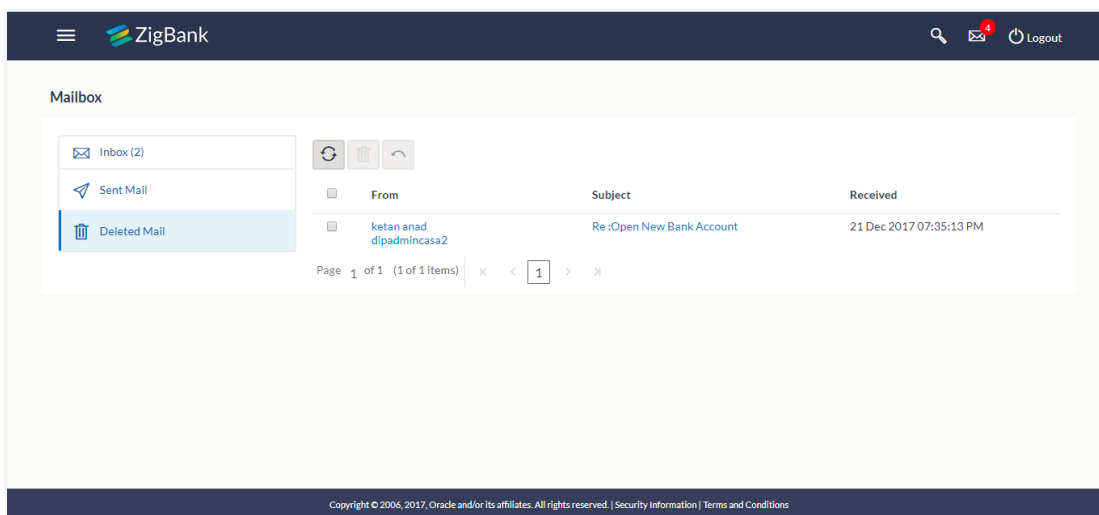
#### 29.1.4 Mailbox - Deleted Mail

This option displays all the messages that are deleted by the user from Inbox and Sent Mail Folders.

##### To view the deleted messages

- In the Mails section, click Deleted Mail option.
- The message screen with deleted messages list appears; click individual message to view the details.


#### Message – Deleted Mail




#### Field Description


Field Name	Description
<b>From</b>	The name of the sender who has sent the mail.
<b>Subject</b>	Subject of the message.
<b>Received</b>	Date and time on which the message was received.

- Click the header to sort the records according to ascending or descending date.  
OR

Click  to refresh the mailbox.  
OR

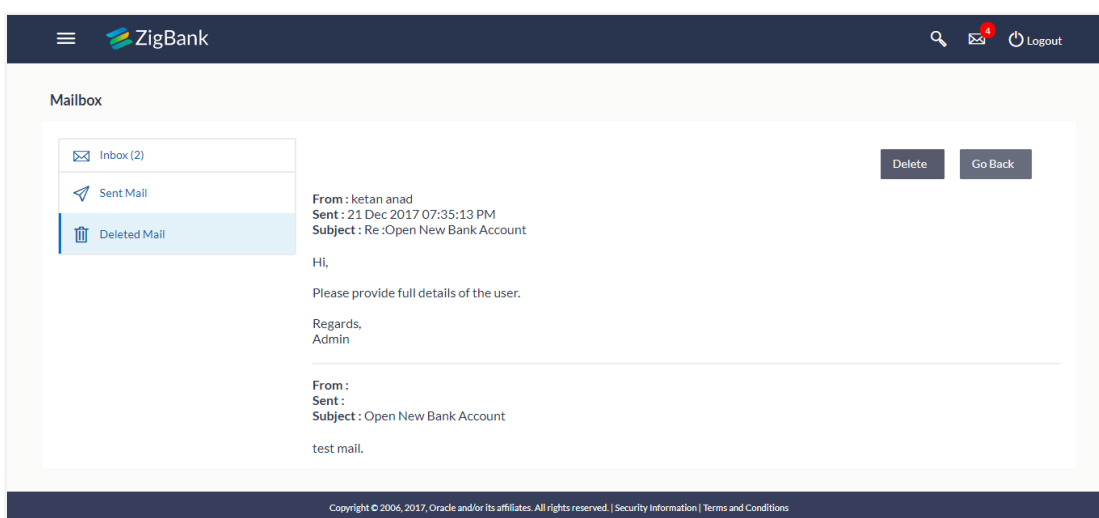
To delete the mails, select the check box (s) against the mail, and click  to delete the message permanently.

OR

To move the mails back to inbox/ sent mail folder, select the check box(s) against the mail, and click 

4. Click individual deleted message to view the details.

## Message – Deleted Mail Details



The screenshot shows the ZigBank Mailbox interface. On the left, there is a navigation pane with folders: 'Inbox (2)', 'Sent Mail', and 'Deleted Mail' (which is selected). The main content area displays the details of a deleted message. The message header includes: 'From : ketan anad', 'Sent : 21 Dec 2017 07:35:13 PM', and 'Subject : Re :Open New Bank Account'. The body of the message contains: 'Hi,', 'Please provide full details of the user.', 'Regards, Admin'. Below the message body, there is a 'test mail.' footer. At the top right of the message area, there are 'Delete' and 'Go Back' buttons. The footer of the interface reads: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

## Field Description

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

### Message Details

This section displays the detailed message.

**From** The name of the sender who has sent the mail.

**Sent** Date and time on which the message was sent.

**Subject** Subject of the sent message.

**Message Contents** The contents of the message.

5. The message screen with detailed message record appears; Click **Delete** to delete the message permanently.  
OR  
Click **Go Back** to navigate to the previous page.

## 29.2 Alerts

Under this section, all the alerts auto generated and sent to the logged in user will be displayed. User is not allowed reply to the alerts received in his mailbox. Number of unread mail count if any will be shown in this section.

### How to reach here:

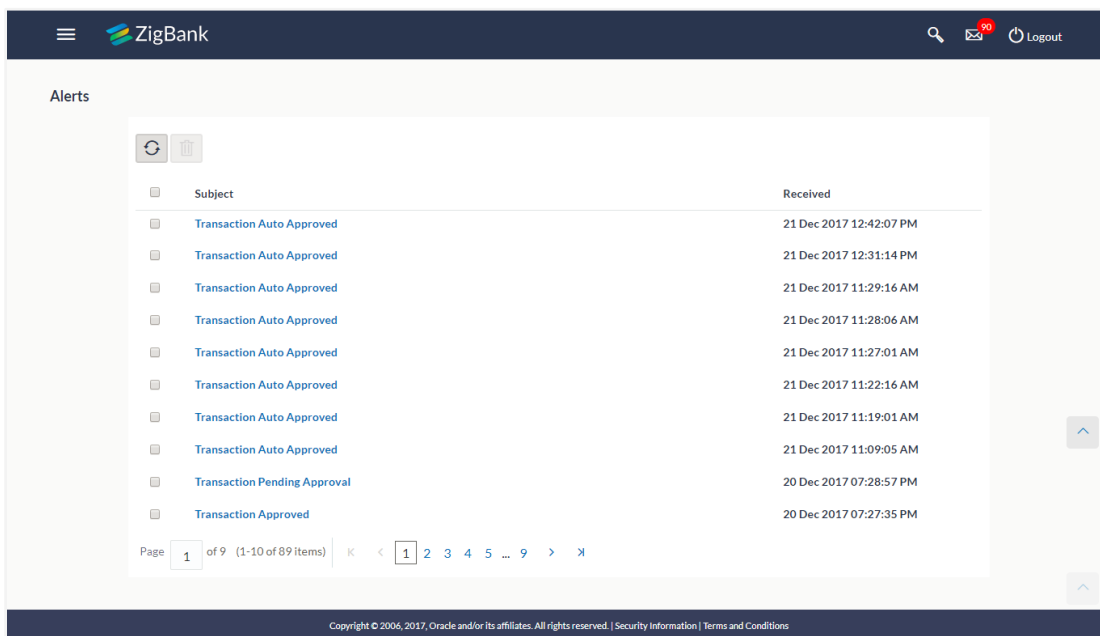
Dashboard > Toggle Menu > Mailbox > Alerts  
OR

Dashboard > Click  > Alerts > View All

### To view the alerts:

1. Click the **Alerts** tab. The alert section displays list all alerts.

### Alerts



Subject	Received
Transaction Auto Approved	21 Dec 2017 12:42:07 PM
Transaction Auto Approved	21 Dec 2017 12:31:14 PM
Transaction Auto Approved	21 Dec 2017 11:29:16 AM
Transaction Auto Approved	21 Dec 2017 11:28:06 AM
Transaction Auto Approved	21 Dec 2017 11:27:01 AM
Transaction Auto Approved	21 Dec 2017 11:22:16 AM
Transaction Auto Approved	21 Dec 2017 11:19:01 AM
Transaction Auto Approved	21 Dec 2017 11:09:05 AM
Transaction Pending Approval	20 Dec 2017 07:28:57 PM
Transaction Approved	20 Dec 2017 07:27:35 PM

### Field Description

#### Field Name


#### Description


#### Subject

Subject of the alert.

#### Received

Date and time on which the alert was received.


2. Click the  header to sort the records according to ascending or descending date.  
OR

Click  to refresh the alerts.

OR

Click  to delete the alerts.

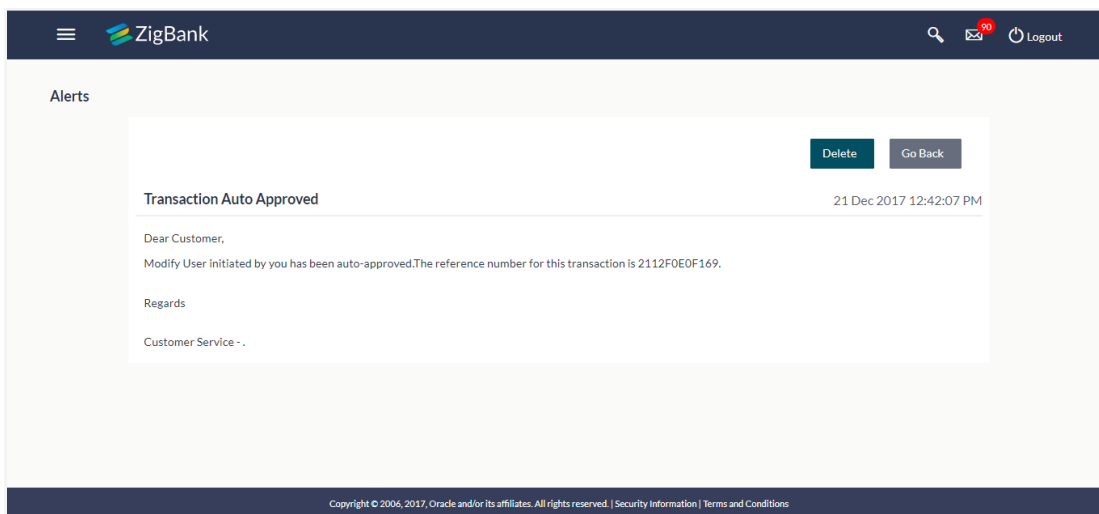
---

**Note:** For multiple alerts deletion, select the check box (s) against the alert, and click  .

---

3. Click individual alert to view the details. The details appear depend upon the type of alert being generated.

### Alerts Details



The screenshot shows the 'Alerts Details' page in the ZigBank interface. At the top, there is a dark navigation bar with the ZigBank logo and icons for search, notifications, and logout. Below this, the page title 'Alerts' is visible. The main content area features a white card with a 'Delete' button and a 'Go Back' button. The alert details include the subject 'Transaction Auto Approved', a timestamp '21 Dec 2017 12:42:07 PM', and a message body that reads: 'Dear Customer, Modify User initiated by you has been auto-approved. The reference number for this transaction is 2112F0E0F169. Regards Customer Service - .'. The footer of the page contains the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Subject</b>	Subject of the alert.
<b>Received</b>	Date and time on which the alert was received.
<b>Message</b>	Message Body of the alert.

4. Click **Delete** to delete the alert.  
OR  
Click **Go Back** to navigate to the previous page.

## 29.3 Notifications

This section lists all the notifications sent to the logged in user will be displayed. The user can view the detailed notifications but cannot reply to these notifications. Number of unread notification count if any will be shown in this section.

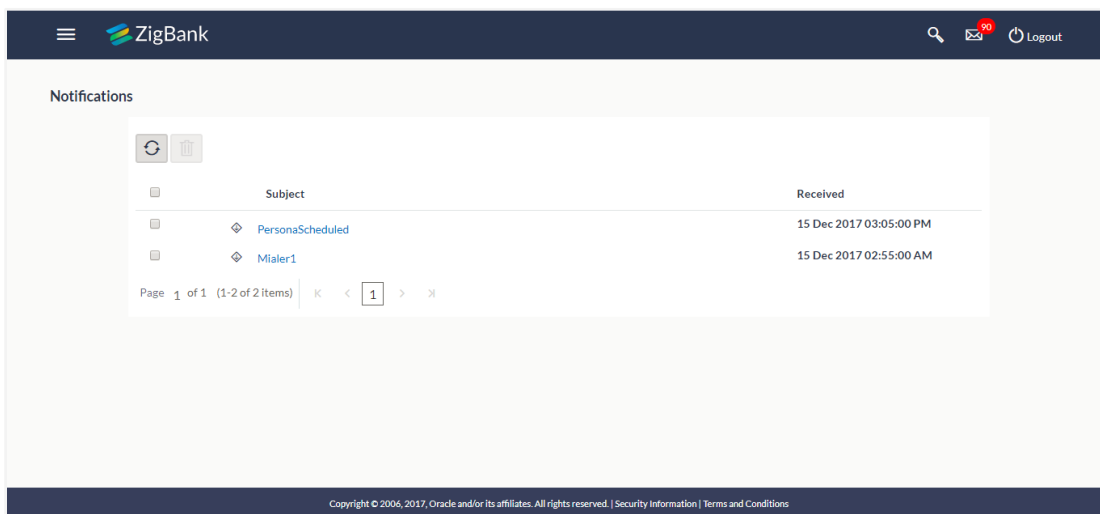
**How to reach here:**

Dashboard > Toggle Menu > Mailbox > Notifications  
OR

Dashboard > Click  > Notifications > View All

**To view the notifications:**

1. Click the **Notifications** tab. The notifications section displays list all the notifications.

**Notifications**


Notifications

Subject	Received
PersonsScheduled	15 Dec 2017 03:05:00 PM
Mialer1	15 Dec 2017 02:55:00 AM


Page 1 of 1 (1-2 of 2 items) < 1 >

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**Field Description**


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

<b>Subject</b>	Subject of the notification.
----------------	------------------------------

The  icon against the record denotes that the notification is sent at high priority.

<b>Received</b>	Date and time on which the notification was received.
-----------------	---

2. Click the  header to sort the records according to ascending or descending date.  
OR

Click  to refresh the Notifications.  
OR

Click  to delete the notifications.



**Note:** For multiple notification deletion, select the check box (s) against the notification, and click



3. Click individual notification to view the details. The details appear depend upon the type of notification being received.

### Notifications Details

The screenshot displays the 'Notifications Details' page for ZigBank. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification bell icon with a red '99' badge, and a 'Logout' button. Below the navigation bar, the page title 'Notifications' is visible. The main content area shows a notification card for 'PersonaScheduled' received on '15 Dec 2017 03:05:00 PM'. The card includes a 'Go Back' button and a 'Delete' button. The message body reads: 'Dear Sir/Madam, As a valuable customer we are providing you a personal loan upto 5 Lakh Rupees without any Interest Rate. The Only offer you have ever Dreamt of. Avail for this offer and you can also win a Yamaha Fascino. Yours Sincerely, Managing Director - Satish Kaushik, HDFC Bank.' At the bottom of the page, there is a footer with copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Subject</b>	Subject of the notification.
<b>Received</b>	Date and time on which the notification was received.
<b>Message</b>	Message body of the notification.

4. Click **Delete** to delete the notification.  
OR  
Click **Go Back** to navigate to the previous page.

## **FAQs**

**1. Can Bank Administrator initiate fresh mails?**

No, bank administrator can not initiate fresh mail. Users will be allowed only to reply to the mails received in their inbox.

**2. Will Bank Administrators receive all mails initiated by bank's customers?**

Bank Administrators will receive only those mails of which the mail subject is mapped to individual user or group of users. E.g. Mail initiated by customer with subject 'Change of communication address' will only be sent to the users whom this subject is mapped.

**3. Can Bank Administrator view reply sent by other Administrator to customer's mail?**

Yes, bank administrators can view the mails replied by other administrators, only if the mail subject is mapped to the user.

**4. Can Bank Administrator delete multiple mails?**

Yes, user can select multiple mails and delete the same.

**5. Can Bank Administrator restore the deleted mails?**

Deleted mails from inbox and sent mail folder will be stored in Deleted Mails folder. User can view the details of deleted mail and can restore the mail back in respective folders. Mails will get permanently deleted from user's view if further deleted from 'Deleted Mail folder'.

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## 30. Mailers

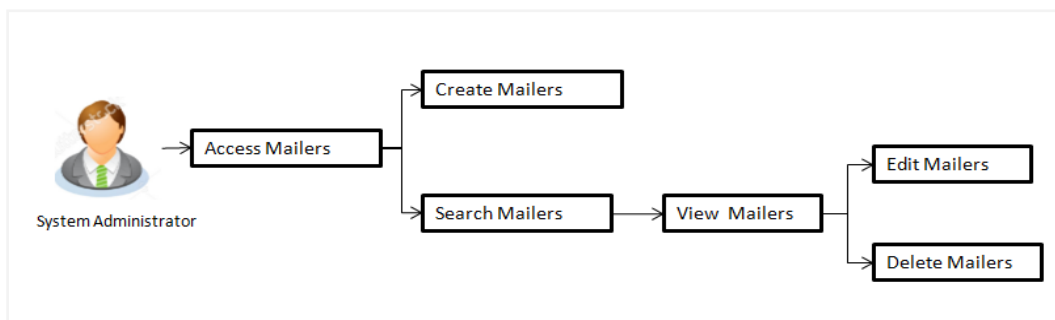
Mailers are information or a messages published by the Bank, to communicate about the Bank's Products, services and other information to its users. Bank may send mailers to announce a limited period promotional product rate, launch of a product or service, etc.

Using this option, the System Administrator creates Mailers which are sent to specific users, parties or user segments (all Retail / Corporate / Admin) users. Mailers can be customized to reach some or all users, to be sent now or on a specific date and time, in the future.

### Pre-Requisites

- Transaction access is provided to System Administrator
- Approval rule set up for Administrator to perform the actions
- Enterprise roles are maintained in application

### Workflow



### Features Supported In Application

The Mailers module supports following features:

- Search and View Mailers
- Create Mailers
- Edit Mailers
- Delete Mailers

#### How to reach here:

*Dashboard > Communications > Mailers*

### 30.1 Mailers - Search and View

Using Mailers – search option, System Administrators can search and view the list of mailers created in the application. System Administrator enters the mailer code or mailer description to search the user, however blank search is also allowed.

The information will be displayed sorted by Date of creation.

**To search the mailer:**

1. In the **Mailer Code** field, enter the mailer code to view the mailer details.  
OR  
In the **Mailer Description** field, enter the mailer description to view the mailer details.
2. Click **Search**.
3. The search results appear on the **Mailers** screen.  
OR  
Click **Clear** if you want to reset the search parameters.  
OR  
Click **Cancel** if you want to cancel the transaction.

**Mailers - Search**

Mailer Code	Mailer Description	Date Created	Send Date	Status
testing	testing	29 mai 2017	31 mai 2017	Sent
fwfewfdf	wedfwef	30 mai 2017	31 mai 2017	Sent
898989	HDFCMAILERIT	30 mai 2017	31 mai 2017	Sent
AllRetailUsers	AllRetailUsers	01 iun. 2017	01 iun. 2017	Sent
testIssue1	testIssue1testIssue1	01 iun. 2017	23 iun. 2017	Scheduled
AllCorporateUsers1	AllCorporateUsers1	01 iun. 2017	01 iun. 2017	Sent
asfjkasdjhaskjd	jkdashfkjashdfkj	02 iun. 2017	02 iun. 2017	Sent
AllUsers	AllUsersofOBDX	02 iun. 2017	02 iun. 2017	Sent
testingNewMailer	testingNewMailer	02 iun. 2017	11 iun. 2017	Scheduled
PersonalLoan	PersonalLoanWithoutInterest	02 iun. 2017	02 iun. 2017	Sent

**Field Description****Field Name****Description****Mailer Code**

The unique key to identify the mailer.

**Mailer Description**

The description of the mailer corresponding to mailer code.

**Search Results****Mailer Code**

The mailer code.

**Mailer Description**

The description of the mailer corresponding to mailer code.

Field Name	Description
<b>Date Created</b>	The date on which the mailer was created.
<b>Send Date</b>	The date on which mailer is sent.
<b>Status</b>	The status of the mailer - viz., scheduled or sent.

**To view the mailer details:**

- In the **Mailer - Search Results** section, click the **Mailer Code** link of the record for which you want to view the details.  
The search results appear on the **Mailers - View** screen appears.

**Mailer - View**

## Field Description

Field Name	Description
<b>View</b>	
<b>Mailer Code</b>	The unique key to identify the mailer.
<b>Mailer Description</b>	The description of the mailer corresponding to the mailer code.
<b>Send Date</b>	The date on which the mailer was sent.
<b>Send Time</b>	The time on which the mailer was sent.
<b>Priority</b>	The priority of the mailer. The options can be: <ul style="list-style-type: none"> <li>• Low</li> <li>• Medium</li> <li>• High</li> </ul>
<b>Mail</b>	
<b>Mail Subject</b>	The subject of the mailer.
<b>Mail Body</b>	The content of the main body of the mailer.
<b>Recipients</b>	
<b>Send To</b>	The recipients of the mailer. The recipients can be: <ul style="list-style-type: none"> <li>• All Corporate Users</li> <li>• All Bank Administrator</li> <li>• All Retail Users</li> <li>• User IDs</li> <li>• Party IDs</li> </ul>

5. Click **Edit** to edit the mailer.  
OR  
Click **Cancel** the operation and navigate the user back to 'Dashboard'.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Delete** the delete the mailer.

**Note:** The **Edit** and **Delete** option is available only for Mailers that have a status as '**Scheduled**'.

## 30.2 Mailers - Create

This function allows the System Administrator to create mailers. The System Administrator creates the content of the mailers, specifies the date - when a mailer is to be sent, if the mailer has a high, medium or low priority, and the recipients at whom the mailer is directed.

**To create a new mailer:**

1. In the **Mailers** screen, click **Create**. The **Mailers - Create** screen appears.

### Mailer - Create

The screenshot shows the 'Mailer - Create' interface in the ZigBank system. The top navigation bar includes 'ZigBank', 'Dashboard', 'Trends', 'Payments', and 'Logout'. The main content area is titled 'Mailers' and is divided into three sections:

- Create:**
  - Mailer Code: ML001
  - Mailer Description: CreditCardCashback
  - Send Date: 06/13/17 08:44 AM
  - Priority:  Low,  Medium,  High
- Mail:**
  - Subject: Rs1000 CashBack on new Moto G5 exclusive for You!
  - Mail Body: A rich text editor containing the message: "Dear Customer, A smartphone that offers an exceptional performance! Get Rs.1000 CashBack\* on Amazon with your Bank Credit Card."
- Recipients:**
  - Send To:  All Corporate Users,  All Bank Admin,  All Retail Users
  - User IDs: A text input field containing "dipen.v.shah@oracle.com, ritwick.x.singh@oracle.com, sonal.a.agrawal@oracle.com."
  - Buttons: "Add Party IDs", "Save", "Cancel", "Back"

At the bottom of the page, there is a footer: "Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions".

## Field Description

Field Name	Description
<b>Mailer Code</b>	Specify the unique key to identify the mailer.
<b>Mailer Description</b>	The description of the mailer corresponding to the mailer code.
<b>Send Date</b>	The desired date and time for sending the mailer.
<b>Priority</b>	The priority of the mailer. The options are: <ul style="list-style-type: none"> <li>• Low</li> <li>• Medium</li> <li>• High</li> </ul>
<b>Mail</b>	
<b>Subject</b>	The subject of the mailer.
<b>Mail Body</b>	The content of the main body of the mailer.
<b>Recipients</b>	
<b>Send To</b>	The recipients of the mailer. The options are: <ul style="list-style-type: none"> <li>• All Corporate Users</li> <li>• All Bank Administrator</li> <li>• All Retail Users</li> <li>• User IDs: This field is enabled, if you click the <b><u>Add User IDs</u></b> button.</li> <li>• Party IDs: This field is enabled, if you click the <b><u>Add Party IDs</u></b> button.</li> </ul>

2. In the **Mailer Code** field, enter the mailer id.
3. In the **Mailer Description** field, enter the mailer description.
4. From the **Send Date** list, select the appropriate date and time to send the mailer.
5. In the **Priority** field, select the priority to send the mailer.
6. In the **Mail Subject** field, enter the appropriate subject for the mailer.
7. In the **Mail Body** field, enter the appropriate content for the mailer.
8. To send the mailer, select the type of recipients.
9. Click **Save** to save the details.  
OR  
Click **Add User IDs**, if you want to add specific user ids as mailer recipients.



- OR
- Click **Add Party IDs**, if you want to add specific party ids as mailer recipients.
- OR
- Click **Back** to navigate to previous screen.
- OR
- Click **Cancel** the operation and navigate the user back to 'Dashboard'.

10. The **Review** screen appears. Verify the details, and click **Confirm**.
  - OR
  - Click **Edit** to make the changes if any.
  - The user will be navigated back to the create screen.
  - OR
  - Click **Cancel** to cancel the transaction.
11. The success message of mailer creation appears along with the transaction reference number.
  - Click **OK** to complete the transaction.

### 30.3 Mailers - Edit

This function enables the System Administrator to edit the mailer details.

---

**Note:** This option is available only for Mailers, which have status as '**Scheduled**'.

---

#### To edit or update a mailer details:

1. Enter the search criteria, click **Search**.  
The search results appear on the **Mailers** screen.
2. In the **Mailer - Search Results** section, click the **Mailer Code** link of the record for which you want to view the details.  
The search results appear on the **Mailers - View** screen appears.
3. Click **Edit** to edit the mailer. The **Mailers - Edit** screen appears
  - OR
  - Click **Cancel** the operation and navigate the user back to 'Dashboard'.
  - OR
  - Click **Back** to navigate to the previous screen.

## Mailers - Edit

**Mailers**

**Edit**

Mailer Code: ML001

Mailer Description: CreditCardCashback

Send Date: 30 Jun. 2017

Send Time:  Immediately  Set Time 0 : 0

Priority:  Low  Medium  High

**Mail**

Subject: Rs1000 CashBack on new Moto G5 exclusive for You!

Mail Body:

Dear Customer,

A smartphone that offers an exceptional performance!  
Get Rs.1000 CashBack\* with your Bank Credit Card

**Recipients**

Send To:

All Corporate Users  
 All Bank Admin  
 All Retail Users

[Add User IDs](#)  
[Add Party IDs](#)

[Save](#) [Cancel](#) [Back](#)

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### Field Description

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

#### Edit

<b>Mailer Code</b>	The unique key to identify the mailer. This field is not editable.
--------------------	---

<b>Mailer Description</b>	The description of the mailer corresponding to mailer code.
---------------------------	---

<b>Send Date</b>	The desired date and time for sending the mailer.
------------------	---

Field Name	Description
<b>Priority</b>	The priority of the mailer. The options are: <ul style="list-style-type: none"> <li>• Low</li> <li>• Medium</li> <li>• High</li> </ul>
<b>Mail</b>	
<b>Mail Subject</b>	The subject of the mailer.
<b>Mail Body</b>	The content for the mail body of the mailer.
<b>Recipients</b>	
<b>Send To</b>	The recipients of the mailer. The options are: <ul style="list-style-type: none"> <li>• All Corporate Users</li> <li>• All Bank Administrator</li> <li>• All Retail Users</li> <li>• User IDs: This field is enabled, if you click the <b><u>Add User IDs</u></b> button.</li> <li>• Party IDs: This field is enabled, if you click the <b><u>Add Party IDs</u></b> button.</li> </ul>

4. View the defined values for fields, in an editable form.
5. Modify the required details.
6. Click **Save** to update the changes.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate the user back to 'Dashboard'.
7. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of mailer update appears along with the transaction reference number.  
Click **OK** to complete the transaction.

## 30.4 Mailers - Delete

Using this option, the System Administrator can delete the mailer.

---

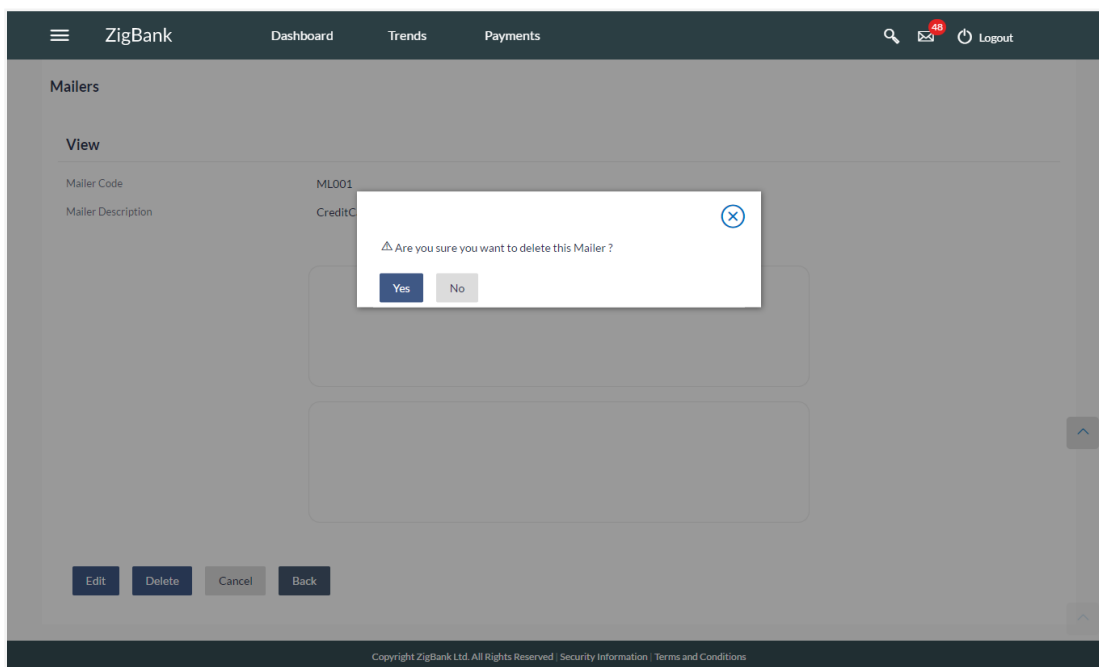
**Note:** This option is available only for Mailers, which have status as '**Scheduled**'.

---

### To delete the mailer:

1. Enter the search criteria, click **Search**.  
The search results appear on the **Mailers** screen.
2. In the **Mailer - Search Results** section, click the **Mailer Code** link of the record for which you want to view the details.  
The search results appear on the **Mailers - View** screen appears.
3. Click **Delete**. The application prompt the System Administrator with a delete confirmation message with an option of **Yes / No**.

### Mailers - Delete



4. Click **Yes** to continue.  
OR  
Click **No** to cancel the deletion process.
5. The screen with success message appears. Click **OK** to complete the transaction.

## **FAQs**

**1. Can I attach a file while creating a Mailer?**

No, option to attach files is currently not supported.

**2. Till which date I can see the mailers which are already sent to the customers?**

You can view already sent mailers till the date, data is available in the system. This will be based on the Bank's purging policy.

**3. Can I send mailers to specific customers?**

Mailables can be sent to all the customers (Retail/corporate/Administrators) or to specific users by specifying the user IDs or party IDs.

**4. Who will be the recipients of the mailers incase if mailers are targeted for specific party id/s?**

The users to whom the party ID is mapped as primary party will receive the mailers on scheduled date and time.

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## 31. Reports

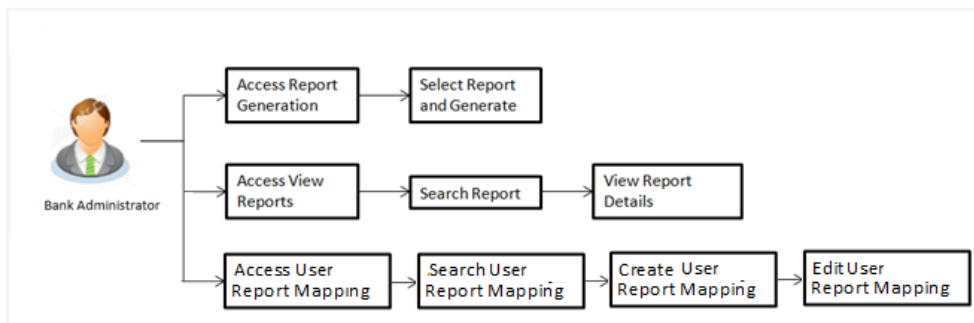
Reports are an integral part of actively managing any company. Management uses the reports to track progress towards its various goals, control expenditures, increase revenue, track fraudulent transactions if any. Processing timely data and the proper reporting and analytic capabilities enhances the ability to make more informed, evidence-based decisions.

Using this option, administrators can generate various adhoc and scheduled banking reports. Application provides an option to generate and schedule reports using Oracle Business Intelligence (BI) Publisher and also by using an internal application. The adoption of Oracle BI Publisher provides a simple and easy tool for the Operational and MIS reports

### Prerequisites:

- Transaction access is provided to Bank Administrator.
- Approval rule set up for Bank Administrator to perform the actions.
- Oracle BI Publisher is configured.

### Workflow



### Features supported in application

Report Generation allows Bank Administrator to:

- Generate Customer and Administrative Reports
- View/Download generated Reports.
- View User Report Mapping
- Create User Report Mapping
- Edit User Report Mapping

[Home](#)

## 32. Report Generation

Bank Administrator logs into the system and navigates to Report Generation screen. On accessing 'Report Generation menu, Bank Administrator has to select an option if an adhoc report is to be generated or report needs to be scheduled.

Reports generation is categorized as:

- Adhoc Reports: When a report needs to be generated immediately.
- Schedule Reports: When report generation needs to be scheduled at fixed intervals e.g. daily, weekly, monthly etc.

After selecting the report generation category, user has to select a type of a report which needs to be generated. Other reports parameters with respect to each report are displayed on the screen as input fields so that report can be requested with specific data.

---

**Note:** If 2 factor authentication is enabled, the reports get generated only after successful authentication.

---

The lists of reports are:

- Date wise User Creation Report
- EPI Payment reconciliation Report
- File Identifier wise Party User Mapping Report
- Party User wise File Identifiers Mapping Report
- Party wise Approval Rule Report
- Party wise File Identifiers Mapping Report
- Party wise Payee Maintenance Report
- Party wise User Groups Report
- Party wise Workflows Report
- Party wise Pending Approvals list Report
- Resources - Child Role Mapping Report
- Wallet Transaction Activity Report
- Wallets KYC Report
- Wallets Creation for a Date Range Report

Bank Administrator can also view the all the reports that are scheduled and can view and edit the parameters of the scheduled reports, as per requirement. The changes made will be effective from next report generation cycle. Bank Administrator approver can approve or reject the maintenance initiated for editing existing report schedule.

### How to reach here:

*Administration Dashboard > Toggle menu > Reports > Report Generation*

## Report Generation

The screenshot shows the ZigBank Reports page. At the top, there is a dark blue header with the ZigBank logo, a search icon, a notification icon with '113', and a Logout button. Below the header, the page is titled 'Reports'. There are two tabs: 'Adhoc' (selected) and 'Schedule'. Under the 'Adhoc' tab, there is a 'Report Name' field with a dropdown menu showing 'Select Report Type'. Below the field are three buttons: 'Generate Report' (in teal), 'Cancel', and 'Clear'. At the bottom of the page, there is a dark blue footer with the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
Report Name	Select the report that is to be generated or scheduled.

## 32.1 Adhoc Reports

Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Generated adhoc reports can be viewed using 'My Reports' screen.



## Adhoc Reports

### Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>Report Format</b>	The format in which report is to be generated. The options with Oracle Business Intelligence (BI) Publisher are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> The options with Internal Reporting Application are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>

Other reports parameters with respect to each report are displayed on the screen as input fields so that report can be requested with specific data. The input fields for each reports are mentioned under specific reports section.

## 32.2 Schedule Reports

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

## Schedule Reports

### Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>View Scheduled Report</b>	Link to view all the reports that are scheduled under a party mapped to the logged in user.
<b>Frequency</b>	The frequency at which the reports are generated. The options are: <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>
<b>Start Date</b>	Start date of the date range from which you want to generate the report.
<b>End Date</b>	End date of the date range up-to which you want to generate the report.

### 32.2.1 View Scheduled Reports

Using this option, Bank Administrator can view all the reports and its details that are scheduled by logged in user or any other Bank Administrator user with the future date.

### 32.2.2 To view the scheduled reports:

1. Click the **Schedule** tab. The scheduled report generation screen appears.
2. Click the **View Scheduled Reports** link.  
The **Scheduled Reports** screen appears.

#### Scheduled Reports

Report Name	Report Id	Schedule Frequency	Start Date	End Date
Date wise User creation Report	231004567322	DAILY	23 Oct 2017 01:00:00 PM	31 Oct 2017 12:00:00 AM
Party wise Payee Maintenance Report	201028328633	WEEKLY	31 Oct 2017 12:00:00 AM	30 Nov 2017 12:00:00 AM
Date wise User creation Report	171057110095	MONTHLY	20 Oct 2017 12:00:00 AM	31 Oct 2017 12:00:00 AM

#### Field Description

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

<b>Report Name</b>	Name of the scheduled reports.
<b>Report ID</b>	IDs of the reports that are scheduled.
<b>Frequency</b>	The frequency that has been scheduled to generate the report.
<b>Start Date</b>	Start date of the date range for the scheduled report.
<b>End Date</b>	End date of the date range for the schedule report.

3. Click on desired **Report ID** to view the details of the scheduled report. The **View Reports Schedule** screen appears.

## View Reports Schedule

The screenshot displays the 'View Report Schedule' page. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. Below the navigation bar, the 'Current Entity' is set to 'OBDX\_BU'. The main content area shows the following report details:

View Report Schedule	
Report Name	Date wise User creation Report
Report Id	231004567322
Report Format	PDF
Report Frequency	DAILY
Start Date	23 Oct 2017 01:00:00 PM
Stop Date	31 Oct 2017 12:00:00 AM
Scheduled By	superadmin

At the bottom of the report details, there are four buttons: 'Edit', 'Delete', 'Back', and 'Cancel'. The footer of the page contains the copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Report Name</b>	Name of the scheduled report.
<b>Report ID</b>	ID of the scheduled report.
<b>Report Frequency</b>	The frequency at which the reports are scheduled to run.
<b>Start Date</b>	Start date of the date range for the scheduled report.
<b>Stop Date</b>	End date of the date range for the schedule report.
<b>Scheduled By</b>	The id of the user who scheduled the report generation.

### 32.2.3 Edit Schedule Reports

Using this option, Bank Administrator can edit the parameters defined for scheduled reports. These changes are implemented to generate the reports of next scheduled cycle.

### 32.2.4 To edit the schedule reports:

1. Click the **Schedule** tab. The scheduled report generation screen appears.
2. Click the **View Scheduled Reports** link.  
The **Scheduled Reports** screen appears.
3. Click on desired **Report ID** to edit the details of the scheduled report. The **View Report Schedule** screen appears.
4. Click **Edit** to modify the report schedule. The **Edit Report Schedule** screen appears.  
OR  
Click **Delete** to delete the report schedule.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.

#### Edit Reports Schedule

The screenshot shows the 'Edit Report Schedule' interface. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. Below the navigation bar, the current entity is set to 'OBDX\_BU'. The main content area contains a form with the following fields:

- Report Name:** Date wise User creation Report
- Report Id:** 231004567322
- Report Format:** PDF (dropdown menu)
- Report Frequency:** DAILY (dropdown menu)
- Start Generating:** 10/23/17 13:00 (calendar icon)
- Stop Generating:** 10/31/17 00:00 (calendar icon)
- Scheduled By:** superadmin

At the bottom of the form, there are three buttons: 'Save', 'Cancel', and 'Back'. The footer of the application contains the copyright notice: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
<b>Report Name</b>	Name of the scheduled reports. Name of the report will be displayed in non-editable form.
<b>Report ID</b>	IDs of the reports that are scheduled. IDs of the report will be displayed in non-editable form.
<b>Report Format</b>	The report format of the scheduled report.

Field Name	Description
<b>Report Frequency</b>	The frequency of the scheduled report. The options are: <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>
<b>Start Generating</b>	The start date of the scheduled report. This field can be edited only if the date and time is in future.
<b>End Generating</b>	The end date of the scheduled report.
<b>Scheduled By</b>	The IDs of the user who scheduled the report generation.

6. Modify the details, if required. You can modify the Report Format, Report Frequency Start generation date and time (if future date) and Stop Generating date and time.
7. Click **Save** to save the changes. The **Confirm Edit Report Schedule** screen appears.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.
8. Click **Confirm**.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
9. The success message of goal category creation appears.  
Click **OK** to complete the transaction.

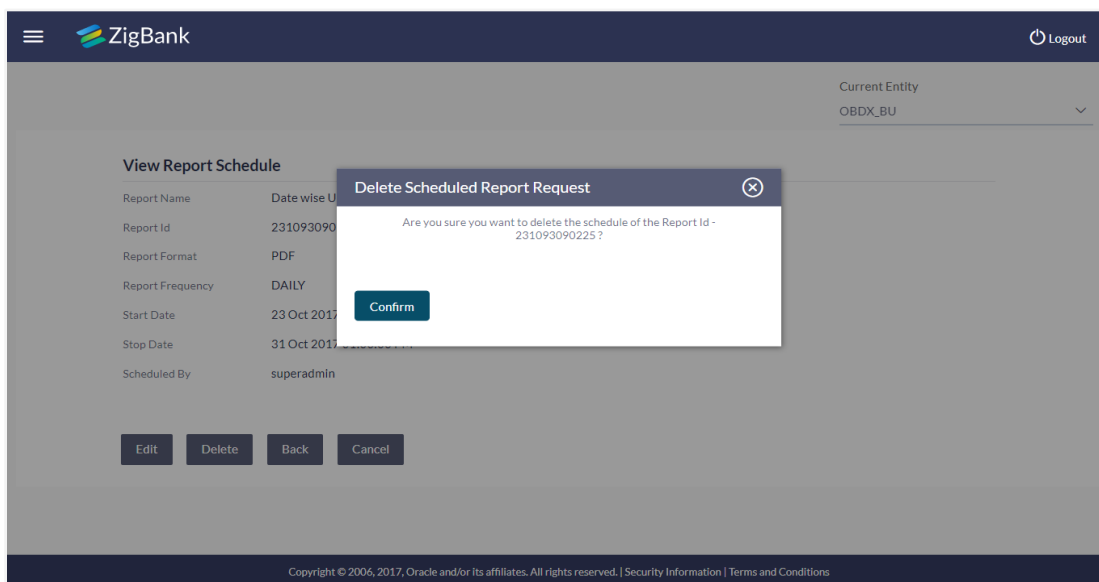
### 32.2.5 Delete Scheduled Reports

The Bank Administrator can delete the scheduled reports which are no longer required.

### 32.2.6 To delete account and transaction access for the user:

1. In the **Reports** screen, click the **Schedule** tab. The scheduled report generation screen appears.
2. Click the **View Scheduled Reports** link.  
The **Scheduled Reports** screen appears.
3. Click on desired **Report ID** to delete the scheduled report. The **View Report Schedule** screen appears.
4. Click **Delete**.  
The application will prompt the administrator with a deletion message.

## Delete Reports Schedule



5. Click **Confirm** to proceed with the deletion request. It will navigate to confirmation page with a success message and the status.
6. Click **OK** to complete the transaction.

## 32.3 Date wise User Creation Report

Date wise user creation report provides a list of users created with particular application role within given duration. An administrator can request to generate an adhoc report with following additional parameters:

- User Type (Application Roles)
- Party ID
- Frequency
- Date Range

Further, user has to select a format in which the report needs to be generated.

### How to reach here:

*Administration Dashboard > Toggle menu > Report > Report Generation*

### 32.3.1 Date Wise User Creation - Adhoc Report

Date Wise User Creation Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the date wise user creation adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Date Wise User Creation - Adhoc Reports

The screenshot shows the 'Reports' section of the ZigBank application. The 'ADHOC' tab is selected. The 'Current Entity' is set to 'OBDX\_BU'. The report configuration is as follows:

Field	Value
Report	Date wise User creation Report
Report Format	PDF
Party ID	001164
User Type	Corporate User
Duration	10/01/17 to 10/23/17

Buttons: Generate Report, Cancel, Clear

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## Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Party ID</b>	The party ID of the user for whom report is to be generated.
<b>User Type</b>	<p>The user type for whom report is to be generated.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Corporate User</li> <li>• Retail User</li> <li>• Administrator</li> </ul>
<b>Duration</b>	<p>The period for which the report is to be generated.</p> <p>Start date of the date range from which you want to generate the report.</p> <p>End date of the date range up-to which you want to generate the report.</p>

2. From the **Report Format** list, select the appropriate report output format.
3. In the **Party ID** field, enter the party id.
4. From the **User Type** list, select the appropriate user.
5. From the **Duration - From** and **Duration - To** list, select the appropriate duration.
6. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
7. The success message of request along with the status and **Report Request ID** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request ID** link to download the report. User is directed to **My Reports** screen. The list of reports appears.
8. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

Note: You can also download the requested report from *Administration Dashboard > Report > My Reports*.

For reference, a specimen of the report generated is given below:

Date wise User Creation					
Party Id : 001164   Party Name : Exxon Mobil					
Date From:01 Oct 2017   Date To:18 Oct 2017					
User Type : corporateuser					
					
User Type - Corporate User					
Name	Roles	User Name	Email Id	Mobile No	Creation Date and Time
Mr Rahul Kamble	CorporateAdminMaker CorporateAdminChecker	rkcadmin	rahul.x.kamble@oracle.com	7788664433	07 Oct 2017 14:03:01
Mr Rahul Kamble	CorporateAdminMaker CorporateAdminChecker	rkcadmin1	rahul.x.kamble@oracle.com	1122334466	07 Oct 2017 14:07:00
Mr RK Auto	Maker Checker	corpauto1	rahul.x.kamble@oracle.com	9890231214	12 Oct 2017 09:13:05
Mr BU Auto	Maker Checker	BUAuto	rahul.x.kamble@oracle.com	9890121415	12 Oct 2017 10:27:05
User Type - Retail User					
Name	Roles	User Name	Email Id	Mobile No	Creation Date and Time
User Type - Bank Administrator					
Name	Roles	User Name	Email Id	Mobile No	Creation Date and Time

## Field Description

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

### Report Parameters

<b>Party ID</b>	The ID of party for whom the report is generated.
<b>Party Name</b>	The name of the party for whom the report is generated.
<b>Date From</b>	The start date of the generated report.
<b>Date To</b>	The end date of the generated report.
<b>User Type</b>	The user type for whom report is generated and is selected at the time of report generation.
<b>Name</b>	Name of the user.
<b>Roles</b>	Child roles assigned to each user.

<b>Field Name</b>	<b>Description</b>
<b>User Name</b>	User name of the user.
<b>Email ID</b>	Email ID of the user.
<b>Mobile No</b>	Mobile number of the user.
<b>Creation Date &amp; Time</b>	Report creation date and time.

## 32.4 File Identifier wise Party User Mapping report

File Identifiers wise Party User Mapping report provides the summary of user IDs mapped to each file identifiers under a specific party ID. Administrator has to provide a party ID for which the File identifier – user mapping request is to be generated.

Further, user has to select a format in which the report needs to be generated.

Reports are categorized under:

- Adhoc Report
- Schedule Report

### How to reach here:

*Administration Dashboard > Toggle menu > Report > Report Generation*

### 32.4.1 File Identifier wise Party User Mapping - Adhoc Report

File Identifier wise Party User Mapping Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the File Identifier wise Party User Mapping adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### File Identifier wise Party User Mapping - Adhoc Report

The screenshot shows the ZigBank Reports interface. At the top, there is a navigation bar with the ZigBank logo and a Logout button. Below the navigation bar, the page is titled 'Reports' and shows the 'Current Entity' as 'OBDX\_BU'. There are two tabs: 'ADHOC' (selected) and 'SCHEDULED'. Under the 'ADHOC' tab, there is a 'Report' dropdown menu set to 'File Identifier wise Party User Mapping Report' and a 'Report Format' dropdown menu set to 'PDF'. Below these, there is a 'Party ID' input field containing '001164'. At the bottom of the form, there are three buttons: 'Generate Report' (in a dark teal box), 'Cancel', and 'Clear'. The footer of the page contains the copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Name</b>	The type of report to be generated.
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Party ID</b>	The Id of party for whom the report is to be generated.

3. From the **Report Format** list, select the appropriate report output format.
4. From the **Frequency** list, select the appropriate option to generate a frequency based report.
5. In the **Party Id** field, enter the party id.
6. Click Generate Report to view and generate the report.  
OR  
Click Clear **to** reset the search parameters.  
OR  
Click Cancel to cancel the transaction.
7. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. The list of reports appears.
8. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---

For reference, a specimen of the report generated is given below:

### File Identifier wise Party User Mapping

Party Id: **001164** | Party Name: **Exxon Mobil**



File Identifier Code:	MDMCDomABR	Transaction Type : Domestic Funds Transfer	Approval Type: RECORD LEVEL
Sr No	User Name	User Id	
1	Corp Auth1	coprpath1	
2	Corp Init1	corpinit1	
3	Auto Auth	rkautocorp	
4	Corp User1	rkcorpuser1	
5	Rahul Kamble	rkcorpadmin	

File Identifier Code:	MDMCINTABR	Transaction Type : Internal Funds Transfer	Approval Type: RECORD LEVEL
Sr No	User Name	User Id	
1	Corp Init1	corpinit1	
2	Auto Auth	rkautocorp	
3	Corp User1	rkcorpuser1	

File Identifier Code:	MixePayee	Transaction Type : Mixed Payee	Approval Type: RECORD LEVEL
Sr No	User Name	User Id	
1	Corp User1	rkcorpuser1	

File Identifier Code:	SDMCInternationalABF	Transaction Type : International Funds Transfer	Approval Type: FILE LEVEL
Sr No	User Name	User Id	
1	Corp Init1	corpinit1	
2	Corp User1	rkcorpuser1	
3	Auto Auth	rkautocorp	

File Identifier Code:	SDMCMIXABFile	Transaction Type : Mixed Payments	Approval Type: FILE LEVEL
Sr No	User Name	User Id	
1	Corp User1	rkcorpuser1	


---

1

Report generated by **Suyog Initiator** | 12 Oct 2017, 11:29

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Parameters</b>	
<b>Party ID</b>	The Id of party for whom the report is to be generated.
<b>Party Name</b>	The name of the party for whom the report is to be generated.
<b>File Identifier Code</b>	The file identifier code.
<b>Transaction Type</b>	The transaction type.
<b>Approval Type</b>	Approval type for the file - either Record or File.
<b>Sr No</b>	Serial number of the records.
<b>User Name</b>	User name of the user.
<b>User ID</b>	User id of the user.

**32.4.2 File Identifier wise Party User Mapping - Schedule Report**

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

**To generate the File Identifier wise Party User Mapping schedule report:**

1. Click the **Schedule** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.

## File Identifier wise Party User Mapping

The screenshot shows the 'Reports' section of the ZigBank application. The 'Schedule' tab is selected. The form contains the following fields and values:

- Report Name:** File Identifier wise Party User Mapping Report
- Report Format:** PDF
- Select Frequency:** MONTHLY
- Start Generating:** 01/12/18 00:00
- Stop Generating:** 01/11/19 00:00
- Party ID:** 001121

Buttons at the bottom include 'Schedule Report', 'Cancel', and 'Clear'. A 'View Scheduled Reports' link is also present.

### Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>View Scheduled Reports</b>	Link to view all the reports that are scheduled.
<b>Report Format</b>	The format in which report is to be generated. The options with Oracle Business Intelligence (BI) Publisher are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> The options with Internal Reporting Application are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Select Frequency</b>	The frequency at which the reports are generated. The options are: <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>
<b>Start Generating</b>	Start date of the date range from which you want to generate the report.



Field Name	Description
<b>Stop Generating</b>	End date of the date range up-to which you want to generate the report.
<b>Party ID</b>	Party ID for whom the report is to be generated

3. From the **Report Format** list, select the appropriate report output format.
4. From the **Select Frequency** list, select the appropriate option.
5. From the **Start Generating** and **Stop Generating** list, select the appropriate duration.
6. In the **Party ID** field, enter the party id.
7. From the **Duration - From** and **Duration - To** list, select the appropriate duration.
8. Click **Schedule Report** to view and generate the report.  
OR  
Click the **View Scheduled Reports** link to view all the scheduled reports. The **Scheduled Reports** screen appears.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
9. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. Click the **Scheduled Reports** tab, the list of scheduled reports appears. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports > Scheduled Reports*.

---

## 32.5 EPI Payment Reconciliation Report

EPI Payment Reconciliation report provides the status of all reconciled transactions, in a given duration. The admin user has the freedom to choose the report format – CSV or pdf.

### How to reach here:

*Administration Dashboard > Toggle menu > Report > Report Generation*

### 32.5.1 EPI Payment Reconciliation - Adhoc Report

EPI Payment Reconciliation Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the EPI Payment Reconciliation adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.

#### Merchant - Transaction Reconciliation Report - Adhoc Report

The screenshot shows the 'Reports' section of the ZigBank interface. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. Below the navigation bar, the 'Reports' section is displayed. On the right side of this section, there is a dropdown menu for 'Current Entity' set to 'OBDX\_BU'. The main area contains two tabs: 'ADHOC' (selected) and 'SCHEDULED'. Below the tabs, there are several input fields: 'Report' (set to 'EPI Payment reconciliation Report'), 'Report Format' (set to 'PDF'), 'Merchant Code' (set to 'flipkart'), and 'Duration' (set to '10/26/17' to '10/31/17'). At the bottom of the form, there are three buttons: 'Generate Report', 'Cancel', and 'Clear'. The footer of the page contains the copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

## Field Description

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

<b>Report Name</b>	The type of report to be generated.
--------------------	-------------------------------------

<b>Report Format</b>	The format in which report is to be generated. The options with Oracle Business Intelligence (BI) Publisher are:
----------------------	---

- PDF
- XLS

The options with Internal Reporting Application are:

- PDF
- CSV

<b>Merchant Code</b>	The unique code assigned to a specific merchant by the Bank.
----------------------	--

<b>Duration</b>	The period for which the report is to be generated. Start date of the date range from which you want to generate the report. End date of the date range up to which you want to generate the report.
-----------------	--


3. From the **Report Format** list, select the appropriate report output format.
4. In the **Merchant Code** field, enter the merchant's code for whom the report to be generated.
5. From the **Duration - From Date** and **Duration - To Date** list, select the appropriate duration.
6. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
7. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. The list of reports appears.
8. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---

For reference, a specimen of the report generated is given below:

Merchant - Transaction Reconciliation							
Merchant Description: <b>Myntra</b> Merchant Code: <b>Myntra</b> Date From: <b>01 Jan 2014</b>   Date To: <b>01 Feb 2014</b>							
							
Date Time	Transaction Id	Description	Customer Name-Account Number	Merchant Account Number	Transaction Type	Amount,CCY	Status
02 Jan 2014 00:00:00	47HWGXNEP3	RCodePayment	Marc Ronald Jacobs AT30011460023	AT30011600020	QR Transfer	£56.00	Completed
02 Jan 2014 00:00:00	4SGIF1L0C1	est1	Marc Ronald Jacobs AT30011460034	AT30011600020	QR Transfer	£50.00	Completed
02 Jan 2014 00:00:00	6IWUR4V1NN	esting123	Marc Ronald Jacobs AT30011460023	AT30011600020	QR Transfer	£45.99	Completed
02 Jan 2014 00:00:00	CVKX58VV83	est	Marc Ronald Jacobs AT30011460023	AT30011600020	QR Transfer	£125.45	Completed
02 Jan 2014 00:00:00	FFBPVQJX7W	est123	Marc Ronald Jacobs AT30011460023	AT30011600020	QR Transfer	£56.00	Completed
02 Jan 2014 00:00:00	G8ECFT86P6	esting123	Marc Ronald Jacobs AT30011460023	AT30011600020	QR Transfer	£45.99	Completed
02 Jan 2014 00:00:00	GJ96C3QJSC	est	Marc Ronald Jacobs AT30011460023	AT30011600020	QR Transfer	£125.45	Completed
02 Jan 2014 00:00:00	H1PNSKRS7M	est	Marc Ronald Jacobs AT30011460023	AT30011600020	QR Transfer	£1.00	Completed
02 Jan 2014 00:00:00	ZGR95L2C9M	est123	Marc Ronald Jacobs AT30011460023	AT30011600020	QR Transfer	£56.00	Completed

1 Report generated by Shailendra Kadam | 18 Sep 2017, 06:36

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Parameters</b>	
<b>Merchant Description</b>	The description of the merchant.
<b>Merchant Code</b>	The unique code assigned to a specific merchant by the Bank.
<b>Date From</b>	The start date of period for which the report is generated.
<b>Date To</b>	The end date of the date for which the report is generated.
<b>Date Time</b>	Transaction date and time.
<b>Transaction ID</b>	The transaction Id of the transaction.
<b>Description</b>	The description of the transaction.
<b>Customer Name-Account Number</b>	The name and account number of the customer.
<b>Merchant Account Number</b>	The merchant's account number.
<b>Transaction Type</b>	The transaction type. The options are: <ul style="list-style-type: none"> <li>• Sale</li> <li>• Commission</li> </ul>
<b>Amount, CCY</b>	The amount of the transaction in local currency.
<b>Status</b>	The status of the transaction.

## 32.6 Party Wise Approval Rule Report

Party wise approval rule report provides summary of approval rules set for a party. Approval rule maintenance is used to configure the conditions that define an approval flow. Administrator has to provide a party ID for which the Party wise Approval Rule Report is to be generated.

Further, user has to select a format in which the report needs to be generated.

The administrator can generate reports under the following two categories.

- Adhoc Report
- Schedule Report

### How to reach here:

*Administration Dashboard > Toggle menu > Reports > Report Generation*

### 32.6.1 Party wise Approval Rule - Adhoc Report

Party wise Approval Rule Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the Party wise Approval Rule adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Party wise Approval Rule - Adhoc Reports

The screenshot shows the ZigBank Reports interface. At the top, there is a navigation bar with the ZigBank logo and a Logout button. Below the navigation bar, the page title is 'Reports' and the 'Current Entity' is set to 'OBDX\_BU'. There are two tabs: 'ADHOC' (selected) and 'SCHEDULED'. Under the 'ADHOC' tab, there is a form with the following fields:

- Report:** A dropdown menu showing 'Party wise Approval Rules Report'.
- Report Format:** A dropdown menu showing 'PDF'.
- Party ID:** A text input field containing '001164'.

At the bottom of the form, there are three buttons: 'Generate Report' (in green), 'Cancel', and 'Clear'.

At the very bottom of the page, there is a footer with the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

**Field Description**

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

<b>Report Name</b>	The type of report to be generated.
--------------------	-------------------------------------

<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
----------------------	--

<b>Party ID</b>	The Id of party for whom the report is to be generated.
-----------------	---

3. From the **Report Format** list, select the appropriate report output format.
4. In the **Party Id** field, enter the party id.
5. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. The list of reports appears.
7. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** can also download the requested report from *Administration Dashboard > Report > My Reports*.

---

For reference, a specimen of the report generated is given below:

Party wise Approval Rules		Party Id: 001164   Party Name: Exxon Mobil		ZigBank Digital Banking				
Sr No	Rule Type	Rule Code	Rule Description	Initiator Type	Transactions	Accounts	Approval Required	Workflow
1		rkcadmin	rkcadmin	User			Yes	rkcadmin
2	Financial	AutoApprovalRule	AutoApprovalRule	User		ALL	No	
3	Maintenance	rkcadmin1	rkcadmin1	User			No	
4	Maintenance	abc	abc	User			Yes	SingleLevelAppWF
5	Financial	AutoauthUser	AutoauthUser	User		ALL	No	
6	Maintenance	MaintanceAutoAuthRule	MaintanceAutoAuthRule	User			No	

1 Report generated by Mustafa Gari | 27 Oct 2017, 05:39

## Field Description

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

### Report Parameters

**Party ID** The Id of party for whom the report is to be generated.

**Party Name** The name of the party for whom the report is to be generated.

**Sr No** Serial number of the records.



Field Name	Description
<b>Rule Type</b>	Transaction rule type. The transaction rule type could be: <ul style="list-style-type: none"> <li>• Financial</li> <li>• Non Financial</li> <li>• Maintenance</li> </ul>
<b>Rule Code</b>	Name of the group.
<b>Rule Description</b>	Description of the group.
<b>Initiator Type</b>	User name of the workflow.
<b>Transactions</b>	Type of transactions.
<b>Accounts</b>	Type of accounts.
<b>Approval Required</b>	Whether approval is required.
<b>Workflow</b>	Report creation date and time.

### 32.6.2 Party wise Approval Rule - Schedule Reports

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

#### To generate the Party wise Approval Rule schedule report:

1. Click the **Schedule** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.

## Party wise Approval Rule - Schedule Report

The screenshot shows the 'Reports' section of the ZigBank application. The 'Schedule' tab is active. The form contains the following fields and values:

- Report Name:** Party wise Approval Rules Report (with a dropdown arrow and a 'View Scheduled Reports' link)
- Report Format:** PDF (with a dropdown arrow)
- Select Frequency:** MONTHLY (with a dropdown arrow)
- Start Generating:** 01/12/18 00:00 (with a calendar icon)
- Stop Generating:** 01/11/19 00:00 (with a calendar icon)
- Party ID:** 001164

At the bottom of the form are three buttons: 'Schedule Report' (highlighted in green), 'Cancel', and 'Clear'. The footer of the application displays the copyright notice: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>View Scheduled Reports</b>	Link to view all the reports that are scheduled.
<b>Report Format</b>	The format in which report is to be generated. The options with Oracle Business Intelligence (BI) Publisher are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> The options with Internal Reporting Application are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Select Frequency</b>	The frequency at which the reports are generated. The options are: <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>
<b>Start Generating</b>	Start date of the date range from which you want to generate the report.

Field Name	Description
<b>Stop Generating</b>	End date of the date range up-to which you want to generate the report.
<b>Party ID</b>	The Id of party for whom the report is to be generated.

3. From the **Report Format** list, select the appropriate report output format.
4. From the **Select Frequency** list, select the appropriate option.
5. From the **Start Generating** and **Stop Generating** list, select the appropriate duration.
6. In the **Party ID** field, enter the party id.
7. Click **Schedule Report** to view and generate the report.  
OR  
Click the **View Scheduled Reports** link to view all the scheduled reports. The **Scheduled Reports** screen appears.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. Click the **Scheduled Reports** tab, the list of scheduled reports appears.
9. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports > Scheduled Reports*.

---

## 32.7 Party wise File Identifiers Mapping Report

Party wise file identifier mapping report provides summary of file identifiers mapped to a specific party ID. Administrator has to provide a party ID for which Party wise file identifier mapping report is to be generated.

Further, user has to select a format in which the report needs to be generated.

The administrator can generate reports under the following two categories.

- Adhoc Report
- Schedule Report

### How to reach here:

*Administration Dashboard > Toggle menu > Reports > Report Generation*

### 32.7.1 Party wise File Identifiers Mapping - Adhoc Report

Party wise File Identifiers Mapping Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the Party wise File Identifiers Mapping adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Party wise File Identifiers Mapping - Adhoc Report

The screenshot shows the ZigBank Reports generation interface. At the top, there is a navigation bar with the ZigBank logo and a Logout button. Below the navigation bar, the 'Reports' section is displayed. On the right side of the 'Reports' section, there is a dropdown menu for 'Current Entity' with 'OBDX\_BU' selected. Below this, there are two tabs: 'ADHOC' (selected) and 'SCHEDULED'. Under the 'ADHOC' tab, there is a form with the following fields:

- Report:** A dropdown menu with 'Party wise File Identifiers Mapping Report' selected.
- Report Format:** A dropdown menu with 'PDF' selected.
- Party ID:** A text input field containing '001164'.

At the bottom of the form, there are three buttons: 'Generate Report' (highlighted in green), 'Cancel', and 'Clear'. At the very bottom of the page, there is a footer with the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Name</b>	The type of report to be generated.
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Party ID</b>	The Id of party for whom the report is to be generated.


3. From the **Report Format** list, select the appropriate report output format.
4. In the **Party Id** field, enter the party id.
5. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. The list of reports appears.
7. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---

For reference, a specimen of the report generated is given below:

Party wise File Identifiers Mapping								
Party Id : 001164   Party Name : Exxon Mobil								
								
Sr No	File Identifier Code	Description	File Type	Transaction Type	Accounting Type	Approval Type	File Template	Format Type
1	MDMCDomABR	MDMC Domestic Adhoc Bene Record Level	DELIMITED	Domestic Funds Transfer	MDMC	RECORD LEVEL	DomesticFTDMC	CSV
2	MDMCINTABR	MDMC Internal Adhoc Bene Record Level	DELIMITED	Internal Funds Transfer	MDMC	RECORD LEVEL	InternalFTMDMC	CSV
3	MixePayee	Mixed Payee Upload	DELIMITED	Mixed Payee	SDSC	RECORD LEVEL	MixedPayee	CSV
4	SDMCINTABF	SDMC Internal Adhoc Bene File Level	DELIMITED	Internal Funds Transfer	SDMC	FILE LEVEL	InternalFTSDMC	CSV
5	SDMCInternationalABF	SDMC International Adhoc Bene File Level	DELIMITED	International Funds Transfer	SDMC	FILE LEVEL	InternationalFTSDMC	CSV
6	SDMCMIXABFile	SDMC Mix Adhoc Bene File Level	DELIMITED	Mixed Payments	SDMC	FILE LEVEL	InternalDomSDMC	CSV
7	SDSCINABFile Level	SDSC Internal Adhoc Bene File Level	DELIMITED	Internal Funds Transfer	SDSC	FILE LEVEL	InternalFT	CSV
8	SDSCInternalAR	SDSC Internal Adhoc Bene Record Level	DELIMITED	Internal Funds Transfer	SDSC	RECORD LEVEL	InternalFT	CSV
9	SDSCMixFile	SDSCMixFile	DELIMITED	Mixed Payments	SDSC	FILE LEVEL	InternalIntlDomSDSC	CSV

1 Report generated by Mustafa Gari | 27 Oct 2017, 06:37

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Parameters</b>	
<b>Party ID</b>	The Id of party for whom the report is to be generated.
<b>Party Name</b>	The name of the party for whom the report is to be generated.
<b>Sr No</b>	Serial number of the records.
<b>File Identifier Code</b>	The file identifier code.
<b>Description</b>	Description of the uploaded file.
<b>File Type</b>	File type of the uploaded file.
<b>Transaction Type</b>	Transaction type of the file.
<b>Accounting Type</b>	The accounting type of the uploaded file.
<b>Approval Type</b>	Approval type of the uploaded file.
<b>File Template</b>	File template of the uploaded file.
<b>Format Type</b>	Format type of the uploaded file.

**32.7.2 Party wise File Identifiers Mapping - Schedule Reports**

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

**To generate the Party wise File Identifiers Mapping schedule report:**

1. Click the **Schedule** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.

## Party wise File Identifiers Mapping - Schedule Report

The screenshot shows the 'Reports' section of the ZigBank application. The 'Schedule' tab is selected. The form contains the following fields and controls:

- Report Name:** Party wise File Identifiers Mapping Report (with a dropdown arrow and a 'View Scheduled Reports' link).
- Report Format:** PDF (with a dropdown arrow).
- Select Frequency:** MONTHLY (with a dropdown arrow).
- Start Generating:** 01/12/18 00:00 (with a calendar icon).
- Stop Generating:** 01/11/19 00:00 (with a calendar icon).
- Party ID:** 001164.

At the bottom of the form are three buttons: 'Schedule Report' (in a teal box), 'Cancel', and 'Clear'.

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### Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>View Scheduled Reports</b>	Link to view all the reports that are scheduled.
<b>Report Format</b>	The format in which report is to be generated. The options with Oracle Business Intelligence (BI) Publisher are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> The options with Internal Reporting Application are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Select Frequency</b>	The frequency at which the reports are generated. The options are: <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>
<b>Start Generating</b>	Start date of the date range from which you want to generate the report.



Field Name	Description
<b>Stop Generating</b>	End date of the date range up-to which you want to generate the report.
<b>Party ID</b>	The Id of party for whom the report is to be generated.

3. From the **Report Format** list, select the appropriate report output format.
4. From the **Select Frequency** list, select the appropriate option.
5. From the **Start Generating** and **Stop Generating** list, select the appropriate duration.
6. In the **Party ID** field, enter the party id.
7. Click **Schedule Report** to view and generate the report.  
OR  
Click the **View Scheduled Reports** link to view all the scheduled reports. The **Scheduled Reports** screen appears.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. Click the **Scheduled Reports** tab, the list of scheduled reports appears.
9. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

Note: You can also download the requested report from *Administration Dashboard > Report > My Reports > Scheduled Reports*.

---

## 32.8 Party wise Payee Maintenance Report

Party wise Payee Maintenance Report provides summary of account and draft payees maintained under a specific party ID. Administrator has to provide a party ID for which Party wise Payee Maintenance Report is to be generated.

Further, user has to select a format in which the report needs to be generated. The administrator can generate reports under the following two categories.

- Adhoc Report
- Schedule Report

### How to reach here:

*Administration Dashboard > Toggle menu > Reports > Report Generation*

### 32.8.1 Party wise Payee Maintenance Report - Adhoc Report

Party wise Payee Maintenance Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the Party wise Payee Maintenance adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.

#### Party wise Payee Maintenance - Adhoc Reports

The screenshot shows the 'Reports' section of the ZigBank interface. At the top left is the ZigBank logo and a menu icon. At the top right is a 'Logout' button. Below the header, the 'Reports' section is active, and the 'Current Entity' is set to 'OBDX\_BU'. There are two tabs: 'ADHOC' (selected) and 'SCHEDULED'. Under the 'ADHOC' tab, there is a 'Report' dropdown menu with 'Party wise Payee Maintenance Report' selected, and a 'Report Format' dropdown menu with 'PDF' selected. Below these, there is a 'Party ID' input field containing '001164'. At the bottom of the form, there are three buttons: 'Generate Report' (in green), 'Cancel', and 'Clear'. At the very bottom of the page, there is a copyright notice: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Name</b>	The type of report to be generated.
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Party ID</b>	The Id of party for whom the report is to be generated.


3. From the **Report Format** list, select the appropriate report output format.
4. In the **Party Id** field, enter the party id.
5. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear to** reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to My Reports screen. The list of reports appears.
7. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---

For reference, a specimen of the report generated is given below:

Party wise Payee Maintenance					
Party Id : 000941   Party Name : EMI Music Publishing Ltd					
Account Payees					
Payee-Biller Name	Account Type	Account Details	NickName	Created By	Access Type
aa	INTERNAL	AT30009610072	aa	corpchecker124	Private
bank dom payee	DOMESTIC	AT3065456789 NWBKGB99	bank dom payee	corpchecker124	Private
dom bank payee	DOMESTIC	AT387698789 NWBKGB99	dom bank payee	corpchecker124	Public
international bank payee	INTERNATIONAL	AT3897878798 NWBKGB99	international bank payee	corpchecker124	Private
Demand Draft Payee					
Payee-Biller Name	Draft Type	Draft Favouing	Created By	Access Type	
DomesticPayee	DOMESTIC	Payee1	corpchecker124	Private	
InternationalDraftPayee	INTERNATIONAL	Payee2	corpchecker124	Public	
<hr/> <span>1</span> Report generated by Suyog Approver   06 Oct 2017, 10:12					

## Field Description

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

### Report Parameters

**Party ID** The Id of party for whom the report is to be generated.

**Party Name** The name of the party for whom the report is to be generated.

### Report Parameters

Below field appears for **Account** type payee

**Payee Biller Name** Name of the Payee for identification.

Field Name	Description
<b>Account Type</b>	The account type.
<b>Account Details</b>	The account details.
<b>Nickname</b>	Account nickname to identify the account.
<b>Created By</b>	Name of the payee creator.
<b>Access Type</b>	The access type.
<b>Report Parameters</b>	
Below field appears for <b>Demand Draft</b> type payee	
<b>Payee Biller Name</b>	Name of the Payee for identification.
<b>Draft Type</b>	Type of draft associated with the Payee.
<b>Draft Favouring</b>	Name of the payee of the draft.
<b>Created By</b>	Name of the payee creator.
<b>Access Type</b>	The access type.

### 32.8.2 Party wise Payee Maintenance - Schedule Reports

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

**To generate the Party wise Payee Maintenance schedule report:**

1. Click the **Schedule** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.

## Party wise Payee Maintenance - Schedule Report

The screenshot shows the 'Reports' section of the ZigBank interface. The 'Schedule' tab is active. The form contains the following fields and values:

- Report Name:** Party wise Payee Maintenance Report (with a dropdown arrow and a 'View Scheduled Reports' link)
- Report Format:** PDF (with a dropdown arrow)
- Select Frequency:** MONTHLY (with a dropdown arrow)
- Start Generating:** 01/12/18 00:00 (with a calendar icon)
- Stop Generating:** 01/11/19 00:00 (with a calendar icon)
- Party ID:** 001164

At the bottom of the form are three buttons: 'Schedule Report' (highlighted in teal), 'Cancel', and 'Clear'. The footer of the page contains the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>View Scheduled Reports</b>	Link to view all the reports that are scheduled.
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Select Frequency</b>	<p>The frequency at which the reports are generated.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>
<b>Start Generating</b>	Start date of the date range from which you want to generate the report.

Field Name	Description
<b>Stop Generating</b>	End date of the date range up-to which you want to generate the report.
<b>Party ID</b>	The Id of party for whom the report is to be generated.

3. From the **Report Format** list, select the appropriate report output format.
4. From the **Select Frequency** list, select the appropriate option.
5. From the **Start Generating** and **Stop Generating** list, select the appropriate duration.
6. In the **Party ID** field, enter the party id.
7. Click **Schedule Report** to view and generate the report.  
OR  
Click the **View Scheduled Reports** link to view all the scheduled reports. The **Scheduled Reports** screen appears.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. Click the **Scheduled Reports** tab, the list of scheduled reports appears.
9. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports > Scheduled Reports*.

---

## 32.9 Party wise Pending Approvals list Report

Party wise Pending Approval List Report provides a summary of transaction pending for approval under a specific party ID. Administrator has to provide a party ID for Party wise Pending Approval List Report is to be generated.

Further, user has to select a format in which the report needs to be generated. The administrator can generate reports under the following two categories.

- Adhoc Report
- Schedule Report

### How to reach here:

*Administration Dashboard > Toggle menu > Reports > Report Generation*

### 32.9.1 Party wise Pending Approvals list - Adhoc Report

Party wise Pending Approvals list Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the date wise user creation adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Party wise Pending Approvals List - Adhoc Report

The screenshot shows the 'Reports' section of the ZigBank interface. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. Below the navigation bar, the 'Reports' section is displayed. On the right side, there is a 'Current Entity' dropdown menu set to 'OBDX\_BU'. The main area has two tabs: 'ADHOC' (selected) and 'SCHEDULED'. Under the 'ADHOC' tab, there is a form with the following fields:

- Report:** A dropdown menu showing 'Party wise pending Approvals list Report'.
- Report Format:** A dropdown menu showing 'PDF'.
- Party ID:** A text input field containing '001164'.

At the bottom of the form, there are three buttons: 'Generate Report' (highlighted in teal), 'Cancel', and 'Clear'. At the very bottom of the page, there is a footer with the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.



**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Name</b>	The type of report to be generated.
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Party ID</b>	The Id of party for whom the report is to be generated.

3. From the **Report Format** list, select the appropriate report output format.
4. In the **Party Id** field, enter the party id.
5. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to My Reports screen. The list of reports appears.
7. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---

For reference, a specimen of the report generated is given below:

**Party wise Pending Approvals List**  
 Party Id: 000941 | Party Name : EMI Music Publishing Ltd



ACCOUNT FINANCIAL-						
Transaction Date	Description	Account Details	Amount	Initiated By	Reference Number	Status

ACCOUNT NON FINANCIAL-						
Transaction Date	Description	Account Details	Amount	Initiated By	Reference Number	Status

PAYMENTS-							
Transaction Date	Description	From Account	Amount	Payee Account Details	Initiated By	Reference Number	Status

BULK FILE-							
Transaction Date	Description	Transaction Type	File Name	File Amount	Initiated By	Reference Number	Status

BULK RECORD-							
Transaction Date	Description	Debit Account Number	Amount	Payee Account Details	Initiated By	Reference Number	Status

PAYEE AND BILLER-						
Transaction Date	Payee-Biller Name	Payee type	Category	Initiated By	Reference Number	Status


---

1

Report generated by Admin Auto | 28 Sep 2017, 13:53

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Parameters- Account Financial and Non-Financial</b>	
<b>Party ID</b>	The Id of party for whom the report is to be generated.
<b>Party Name</b>	The name of the party for whom the report is to be generated.
<b>Accounts Financial/ Accounts Non Financial</b>	
<b>Transaction Date</b>	Date of transaction initiation.
<b>Description</b>	Description about the transaction.
<b>Account Details</b>	Accounts details of transaction.
<b>Amount</b>	Amount for transactions allowed for the user.
<b>Initiated By</b>	Initiator type who initiates the transaction.
<b>Reference Number</b>	Reference number of transaction.
<b>Status</b>	Status of the transaction.
<b>Report Parameters- Payments</b>	
<b>Transaction Date</b>	Date of the transaction initiation.
<b>Description</b>	Description about the transaction.
<b>From Account</b>	Source accounts.
<b>Amount</b>	Transactions allowed for the user.
<b>Payee Account Details</b>	The payee account details.
<b>Initiated By</b>	Initiator type who initiates the transaction.
<b>Reference Number</b>	Reference number of transaction.
<b>Status</b>	Status of the transaction.
<b>Report Parameters- Bulk File</b>	
<b>Transaction Date</b>	Date of the transaction initiation.
<b>Description</b>	Description about the transaction.
<b>Transaction Type</b>	Transaction Type.

<b>Field Name</b>	<b>Description</b>
<b>File Name</b>	File name of the bulk file.
<b>File Amount</b>	File amount.
<b>Initiated By</b>	Initiator type who initiates the transaction.
<b>Reference Number</b>	Reference number of transaction.
<b>Status</b>	Status of the transaction.
<b>Report Parameters- Bulk Record</b>	
<b>Transaction Date</b>	Date of the transaction initiation.
<b>Description</b>	Description about the transaction.
<b>Debit Account Number</b>	Debit account details.
<b>Amount</b>	Transactions allowed for the user.
<b>Payee Account Details</b>	Payee account details.
<b>Initiated By</b>	Initiator type who initiates the transaction.
<b>Reference Number</b>	Reference number of transaction.
<b>Status</b>	Status of the transaction.
<b>Report Parameters- Payee and Biller</b>	
<b>Transaction Date</b>	Date of the transaction initiation.
<b>Payee-Biller Name</b>	Payee/ biller name.
<b>Payee Type</b>	Payee Type.
<b>Category</b>	Payee Category.
<b>Initiated By</b>	Initiator type who initiates the transaction.
<b>Reference Number</b>	Reference number of transaction.
<b>Status</b>	Status of the transaction.

### 32.9.2 Party wise Pending Approvals List – Schedule Reports

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

#### To generate the Party wise Pending Approvals List schedule report:

1. Click the **Schedule** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.

#### Party wise Pending Approvals List - Schedule Report

The screenshot displays the 'Schedule Report' configuration page in the ZigBank system. The page is titled 'Reports' and has two tabs: 'Adhoc' and 'Schedule', with 'Schedule' being the active tab. The configuration includes the following fields and controls:

- Report Name:** A dropdown menu showing 'Party wise pending Approvals list Report' with a 'View Scheduled Reports' link to its right.
- Report Format:** A dropdown menu set to 'PDF'.
- Select Frequency:** A dropdown menu set to 'MONTHLY'.
- Start Generating:** A date and time field set to '01/12/18 00:00' with a calendar icon.
- Stop Generating:** A date and time field set to '01/11/19 00:00' with a calendar icon.
- Party ID:** A text field containing '001164'.

At the bottom of the form, there are three buttons: 'Schedule Report' (highlighted in green), 'Cancel', and 'Clear'. A copyright notice is visible at the very bottom of the page: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>View Scheduled Reports</b>	Link to view all the reports that are scheduled.
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>

Field Name	Description
<b>Select Frequency</b>	The frequency at which the reports are generated. The options are: <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>
<b>Start Generating</b>	Start date of the date range from which you want to generate the report.
<b>Stop Generating</b>	End date of the date range up-to which you want to generate the report.
<b>Party ID</b>	The Id of party for whom the report is to be generated.

- From the **Report Format** list, select the appropriate report output format.
- From the **Select Frequency** list, select the appropriate option.
- From the **Start Generating** and **Stop Generating** list, select the appropriate duration.
- In the **Party ID** field, enter the party id.
- Click **Schedule Report** to view and generate the report.  
OR  
Click the **View Scheduled Reports** link to view all the scheduled reports. The **Scheduled Reports** screen appears.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
- The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. Click the **Scheduled Reports** tab, the list of scheduled reports appears.
- Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports > Scheduled Reports*.

---

## 32.10 Party wise User Groups Report

Party wise User Group Report provides a summary of User Groups created under a specific party ID. Administrator has to provide a party ID for which the Party wise User Group Report is to be generated.

Further, user has to select a format in which the report needs to be generated. The administrator can generate reports under the following two categories.

- Adhoc Report
- Schedule Report

### How to reach here:

*Administration Dashboard > Toggle menu > Reports > Report Generation*

### 32.10.1 Party wise User Groups - Adhoc Report

Party wise User Groups Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the Party wise User Groups adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Party wise User Groups - Adhoc Reports

The screenshot shows the 'Reports' section of the ZigBank interface. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. Below the navigation bar, the 'Reports' section is displayed. On the right side of this section, there is a dropdown menu for 'Current Entity' with 'OBDX\_BU' selected. Below this, there are two tabs: 'ADHOC' (which is active) and 'SCHEDULED'. Under the 'ADHOC' tab, there is a form with the following fields: 'Report' (a dropdown menu with 'Party wise User Groups Report' selected), 'Report Format' (a dropdown menu with 'PDF' selected), and 'Party ID' (a text input field with '001164' entered). At the bottom of the form, there are three buttons: 'Generate Report' (in teal), 'Cancel', and 'Clear'. At the very bottom of the page, there is a footer with the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
Report Name	The type of report to be generated.

Field Name	Description
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Party ID</b>	The Id of party for whom the report is to be generated.

3. From the **Report Format** list, select the appropriate report output format.
4. In the **Party Id** field, enter the party id.
5. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. The list of reports appears.
7. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.


---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---



For reference, a specimen of the report generated is given below:

Party wise User Group		
Party Id : 001164   Party Name : Exxon Mobil		
		
Group Code: rkcorpuser1      Group Description:      Number of Users: 1		
Sr No	User Name	User Id
1	Corp User1	rkcorpuser1
Group Code: rkcorpadmin1      Group Description:      Number of Users: 1		
Sr No	User Name	User Id
1	Rahul Kamble	rkcorpadmin1
Group Code: rkcorpadmin      Group Description:      Number of Users: 1		
Sr No	User Name	User Id
1	Rahul Kamble	rkcorpadmin
Group Code: rkautocorp      Group Description:      Number of Users: 1		
Sr No	User Name	User Id
1	Auto Auth	rkautocorp
Group Code: corpinit1      Group Description:      Number of Users: 1		
Sr No	User Name	User Id
1	Corp Init1	corpinit1

1 Report generated by Mustufa Gari | 27 Oct 2017, 07:00

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Parameters</b>	
<b>Party ID</b>	The Id of party for whom the report is to be generated.
<b>Party Name</b>	The name of the party for whom the report is to be generated.
<b>Group Code</b>	The group code.
<b>Group Description</b>	The group description.
<b>Number of Users</b>	Number of users maintained under a group.
<b>Sr No</b>	Serial number of the records.
<b>User Name</b>	User name of the user maintained under a group.
<b>User ID</b>	User ID of the user maintained under a group.

**32.10.2 Party wise User Groups - Schedule Reports**

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

**To generate the Party wise User Groups schedule report:**

1. Click the **Schedule** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.

## Party wise User Groups - Schedule Report

The screenshot shows the 'Reports' section of the ZigBank interface. The 'Schedule' tab is active. The form contains the following fields and values:

- Report Name:** Party wise User Groups Report (with a dropdown arrow and a 'View Scheduled Reports' link)
- Report Format:** PDF (with a dropdown arrow)
- Select Frequency:** MONTHLY (with a dropdown arrow)
- Start Generating:** 01/12/18 00:00 (with a calendar icon)
- Stop Generating:** 01/11/19 00:00 (with a calendar icon)
- Party ID:** 001164

At the bottom of the form are three buttons: 'Schedule Report' (highlighted in teal), 'Cancel', and 'Clear'. The footer of the page contains the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>View Scheduled Reports</b>	Link to view all the reports that are scheduled.
<b>Report Format</b>	The format in which report is to be generated. The options with Oracle Business Intelligence (BI) Publisher are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> The options with Internal Reporting Application are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Select Frequency</b>	The frequency at which the reports are generated. The options are: <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>
<b>Start Generating</b>	Start date of the date range from which you want to generate the report.

Field Name	Description
<b>Stop Generating</b>	End date of the date range up-to which you want to generate the report.
<b>Party ID</b>	The Id of party for whom the report is to be generated.

3. From the **Report Format** list, select the appropriate report output format.
4. From the **Select Frequency** list, select the appropriate option.
5. From the **Start Generating** and **Stop Generating** list, select the appropriate duration.
6. In the **Party ID** field, enter the party id.
7. Click **Schedule Report** to view and generate the report.  
OR  
Click the **View Scheduled Reports** link to view all the scheduled reports. The **Scheduled Reports** screen appears.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. Click the **Scheduled Reports** tab, the list of scheduled reports appears.
9. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports > Scheduled Reports*.

---

## 32.11 Party User wise File Identifiers Mapping Report

Party User wise File Identifiers Mapping Report provides a summary of file identifiers mapped to each user of a specific party. Administrator has to provide a party ID for which the Party User wise File Identifiers Mapping Report is to be generated. Further, user has to select a format in which the report needs to be generated.

The administrator can generate reports under the following two categories.

- Adhoc Report
- Schedule Report

### How to reach here:

*Administration Dashboard > Toggle menu > Reports > Report Generation*

### 32.11.1 Party User wise File Identifiers Mapping - Adhoc Report

Party User wise File Identifiers Mapping Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the Party User wise File Identifiers Mapping adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Party User wise File Identifiers Mapping - Adhoc Reports

The screenshot shows the 'Reports' section of the ZigBank interface. At the top right, there is a 'Logout' button. Below the header, the 'Current Entity' is set to 'OBDX\_BU'. There are two tabs: 'ADHOC' (selected) and 'SCHEDULED'. Under the 'ADHOC' tab, there is a 'Report' dropdown menu with 'Party User wise File Identifiers Mapping Report' selected, and a 'Report Format' dropdown menu with 'PDF' selected. Below these, there is a 'Party ID' input field containing '001164'. At the bottom, there are three buttons: 'Generate Report' (in green), 'Cancel', and 'Clear'. A footer at the bottom of the page contains the copyright notice: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
Report Name	The type of report to be generated.

Field Name	Description
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Party ID</b>	The Id of party for whom the report is to be generated.


3. From the **Report Format** list, select the appropriate report output format.
4. In the **Party ID** field, enter the party id.
5. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to My Reports screen. The list of reports appears.
7. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---

For reference, a specimen of the report generated is given below:

Party User wise File Identifiers Mapping							
Party Id : 001164   Party Name : Exxon Mobil							
User Name : Corp User1				User Id : rkcorpuser1			
File Identifier Code	Description	File Type	Transaction Type	Accounting Type	Approval Type	File Template	Format Type
MDMCDomABR	MDMC Domestic Adhoc Bene Record Level	DELIMITED	Domestic Funds Transfer	MDMC	RECORD level	DomesticFTDMC	CSV
MDMCINTABR	MDMC Internal Adhoc Bene Record Level	DELIMITED	Internal Funds Transfer	MDMC	RECORD level	InternalFTMDMC	CSV
MixePayee	Mixed Payee Upload	DELIMITED	Mixed Payee	SDSC	RECORD level	MixedPayee	CSV
SDMCINTABF	SDMC Internal Adhoc Bene File Level	DELIMITED	Internal Funds Transfer	SDMC	FILE level	InternalFTSDMC	CSV
SDMCInternationalABF	SDMC International Adhoc Bene File Level	DELIMITED	International Funds Transfer	SDMC	FILE level	InternationalFTSDMC	CSV
SDMCMIXABFile	SDMC Mix Adhoc Bene File Level	DELIMITED	Mixed Payments	SDMC	FILE level	InternalDomSDMC	CSV
SDSCINABFileLevel	SDSC Internal Adhoc Bene File Level	DELIMITED	Internal Funds Transfer	SDSC	FILE level	InternalFT	CSV
SDSCInternalAR	SDSC Internal Adhoc Bene Record Level	DELIMITED	Internal Funds Transfer	SDSC	RECORD level	InternalFT	CSV
User Name : Auto Auth				User Id : rkautocorp			
File Identifier Code	Description	File Type	Transaction Type	Accounting Type	Approval Type	File Template	Format Type
MDMCDomABR	MDMC Domestic Adhoc Bene Record Level	DELIMITED	Domestic Funds Transfer	MDMC	RECORD level	DomesticFTDMC	CSV
MDMCINTABR	MDMC Internal Adhoc Bene Record Level	DELIMITED	Internal Funds Transfer	MDMC	RECORD level	InternalFTMDMC	CSV
SDMCINTABF	SDMC Internal Adhoc Bene File Level	DELIMITED	Internal Funds Transfer	SDMC	FILE level	InternalFTSDMC	CSV
SDMCInternationalABF	SDMC International Adhoc Bene File Level	DELIMITED	International Funds Transfer	SDMC	FILE level	InternationalFTSDMC	CSV
SDSCINABFileLevel	SDSC Internal Adhoc Bene File Level	DELIMITED	Internal Funds Transfer	SDSC	FILE level	InternalFT	CSV
SDSCInternalAR	SDSC Internal Adhoc Bene Record Level	DELIMITED	Internal Funds Transfer	SDSC	RECORD level	InternalFT	CSV
SDSCMixFile	SDSCMixFile	DELIMITED	Mixed Payments	SDSC	FILE level	InternalIntDomSDSC	CSV
User Name : Rahul Kamble				User Id : rkcorpadmin			

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Parameters</b>	
<b>Party ID</b>	The Id of party for whom the report is to be generated.
<b>Party Name</b>	The name of the party for whom the report is to be generated.
<b>User Name</b>	User name of the user
<b>User ID</b>	User id of the user.
<b>File Identifier Code</b>	The file identifier code.
<b>Description</b>	Description of the uploaded file.
<b>File Type</b>	File type of the uploaded file.
<b>Transaction Type</b>	Transaction type of the file.
<b>Accounting Type</b>	The accounting type of the uploaded file.
<b>Approval Type</b>	Approval type of the uploaded file.
<b>File Template</b>	File template of the uploaded file.
<b>Format Type</b>	Format type of the uploaded file.

**32.11.2 Party User wise File Identifiers Mapping - Schedule Reports**

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

**To generate the Party User wise File Identifiers Mapping schedule report:**

1. Click the **Schedule** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.



## Party User wise File Identifiers Mapping - Schedule Report

The screenshot shows the 'Reports' section of the ZigBank application. The 'Schedule' tab is active. The form contains the following fields and values:

- Report Name:** Party User wise File Identifiers Mapping Report (with a dropdown arrow and a 'View Scheduled Reports' link)
- Report Format:** PDF (with a dropdown arrow)
- Select Frequency:** MONTHLY (with a dropdown arrow)
- Start Generating:** 01/12/18 00:00 (with a calendar icon)
- Stop Generating:** 01/11/19 00:00 (with a calendar icon)
- Party ID:** 001164

At the bottom of the form are three buttons: 'Schedule Report' (in a teal box), 'Cancel', and 'Clear'. The footer of the application contains the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>View Scheduled Reports</b>	Link to view all the reports that are scheduled.
<b>Report Format</b>	The format in which report is to be generated. The options with Oracle Business Intelligence (BI) Publisher are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> The options with Internal Reporting Application are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Select Frequency</b>	The frequency at which the reports are generated. The options are: <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>
<b>Start Generating</b>	Start date of the date range from which you want to generate the report.

Field Name	Description
<b>Stop Generating</b>	End date of the date range up-to which you want to generate the report.
<b>Party ID</b>	The Id of party for whom the report is to be generated.

3. From the **Report Format** list, select the appropriate report output format.
4. From the **Select Frequency** list, select the appropriate option.
5. From the **Start Generating** and **Stop Generating** list, select the appropriate duration.
6. In the **Party Id** field, enter the party id.
7. Click **Schedule Report** to view and generate the report.  
OR  
Click the **View Scheduled Reports** link to view all the scheduled reports. The **Scheduled Reports** screen appears.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. Click the **Scheduled Reports** tab, the list of scheduled reports appears.
9. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports > Scheduled Reports*.

---

## 32.12 Party wise Workflows Report

Party wise workflows Report provides a summary of approval workflows created under a specific party ID. Administrator has to provide a party ID for which the Party wise Workflows Report is to be generated.

Further, user has to select a format in which the report needs to be generated. The bank administrator can generate reports under the following two categories.

- Adhoc Report
- Schedule Report

### How to reach here:

*Administration Dashboard > Toggle menu > Reports > Report Generation*

### 32.12.1 Party wise Workflows - Adhoc Report

Party wise Workflows Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the Party wise Workflows adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Party wise Workflows - Adhoc Reports

The screenshot shows the 'Reports' section of the ZigBank interface. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. Below the navigation bar, the 'Reports' section is displayed. On the right side, there is a dropdown menu for 'Current Entity' with 'OBDX\_BU' selected. Below this, there are two tabs: 'ADHOC' (which is active) and 'SCHEDULED'. Under the 'ADHOC' tab, there is a form with the following fields: 'Report' (set to 'Party wise Workflows Report'), 'Report Format' (set to 'PDF'), and 'Party ID' (set to '001164'). At the bottom of the form, there are three buttons: 'Generate Report', 'Cancel', and 'Clear'. At the very bottom of the page, there is a footer with the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
Report Name	The type of report to be generated.

Field Name	Description
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Party ID</b>	The Id of party for whom the report is to be generated.

3. From the **Report Format** list, select the appropriate report output format.
4. In the **Party ID** field, enter the party id.
5. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to My Reports screen. The list of reports appears.
7. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---

For reference, a specimen of the report generated is given below:

Party wise Workflows	
Party Id : 001164   Party Name : Exxon Mobil	
	
<b>Workflow Code:</b> rkcorpadmin1	<b>Workflow Description:</b> rkcorpadmin1
<b>Approval Levels</b>	<b>User Group/User Name</b>
1	rkcorpadmin1
<b>Workflow Code:</b> SingleLevelAppWF	<b>Workflow Description:</b> Single Level approval WF
<b>Approval Levels</b>	<b>User Group/User Name</b>
1	rkcorpuser1

---

1 Report generated by Mustufa Gari | 27 Oct 2017, 09:39

**Field Description**

Field Name	Description
<b>Report Parameters</b>	
<b>Party ID</b>	The Id of party for whom the report is to be generated.
<b>Party Name</b>	The name of the party for whom the report is to be generated.
<b>Workflow Code</b>	Code of the already maintained approval workflow.
<b>Workflow Description</b>	Description of the already maintained approval workflow.

Field Name	Description
Approval levels	Number of approval levels in each workflow.
User Group/Name	User name /group name of the user maintained under a group.

### 32.12.2 Party wise Workflows - Schedule Reports

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

#### To generate the Party wise Workflows schedule report:

1. Click the **Schedule** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Party wise Workflows - Schedule Report

The screenshot shows the ZigBank Reports interface. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification icon with '438', and a 'Logout' button. Below the navigation bar, the 'Reports' section is active, with 'Adhoc' and 'Schedule' tabs. The 'Schedule' tab is selected, and the form contains the following fields:

- Report Name:** Party wise Workflows Report (with a dropdown arrow and a 'View Scheduled Reports' link).
- Report Format:** PDF (with a dropdown arrow).
- Select Frequency:** MONTHLY (with a dropdown arrow).
- Start Generating:** 01/12/18 00:00 (with a calendar icon).
- Stop Generating:** 01/11/19 00:00 (with a calendar icon).
- Party ID:** 001164

At the bottom of the form, there are three buttons: 'Schedule Report' (in green), 'Cancel', and 'Clear'. Below the form, there is a footer with the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
Report Name	The report type selected to generate the report.
View Scheduled Reports	Link to view all the reports that are scheduled.

Field Name	Description
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Select Frequency</b>	<p>The frequency at which the reports are generated.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>
<b>Start Generating</b>	Start date of the date range from which you want to generate the report.
<b>Stop Generating</b>	End date of the date range up-to which you want to generate the report.
<b>Party ID</b>	The Id of party for whom the report is to be generated.

3. From the **Report Format** list, select the appropriate report output format.
4. From the **Select Frequency** list, select the appropriate option.
5. From the **Start Generating** and **Stop Generating** list, select the appropriate duration.
6. In the **Party ID** field, enter the party id.
7. Click **Schedule Report** to view and generate the report.  
OR  
Click the **View Scheduled Reports** link to view all the scheduled reports. The **Scheduled Reports** screen appears.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. Click the **Scheduled Reports** tab, the list of scheduled reports appears.
9. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports > Scheduled Reports*.

---



## 32.13 Resources - Child Role Report

This is bank's internal report. Resources to child role mapping Report provides a summary of resources mapped to specific child role maintained in an application. User has to select a format in which the report needs to be generated.

The bank administrator can generate reports under the following two categories.

- Adhoc Report
- Schedule Report

### How to reach here:

*Administration Dashboard > Toggle menu > Reports > Report Generation*

### 32.13.1 Resources - Child Role - Adhoc Report

Resources - Child Role Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the Resources - Child Role adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.

#### Resources - Child Role - Adhoc Reports

The screenshot displays the 'Reports' interface in the ZigBank system. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. Below this, the 'Reports' section is active, showing a dropdown for 'Current Entity' set to 'OBDX\_BU'. There are two tabs: 'ADHOC' (selected) and 'SCHEDULED'. The 'ADHOC' tab contains a form with the following fields and options:

- Report:** Resources Child Role Mapping Report (dropdown menu)
- Report Format:** PDF (dropdown menu)
- Child Role:** Maker (dropdown menu)

At the bottom of the form, there are three buttons: 'Generate Report' (in blue), 'Cancel', and 'Clear'. The footer of the page contains the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

#### Field Name Description

Field Name	Description
<b>Report Name</b>	The type of report to be generated.

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

<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
----------------------	--

<b>Child Role</b>	<p>Name of the child role.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Retail User : Customer</li> <li>• Corporate: Checker, CorporateAdminChecker, CorporateAdminMaker, Maker, Viewer</li> <li>• Administrator: AdminChecker, AdminMaker, AuthAdmin</li> </ul>
-------------------	--

3. From the **Report Format** list, select the appropriate report output format.
4. From the **Child Role** list, select the appropriate role.
5. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to My Reports screen. The list of reports appears.
7. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---

For reference, a specimen of the report generated is given below:

Resource Name	Resource Type	Action Type	Effect
com.ofss.digx.app.access.service.account.AccountAccess.validateAccountForTransaction	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.account.service.core.Account.list	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.account.service.nickname.AccountNickname.create	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.account.service.nickname.AccountNickname.delete	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.account.service.nickname.AccountNickname.list	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.account.service.nickname.AccountNickname.read	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.account.service.nickname.AccountNickname.update	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.account.service.nickname.AccountNickname.updateList	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.agggregator.service.Aggregator.getAggregateData	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.alert.service.eventgen.ActivityRegistrationApplicationService.registerActivityAndGenerateEvent	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.alert.service.host.HostAlertService.processHostAlerts	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.alert.service.maintenance.ActivityEventAction.list	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.alert.service.subscription.ActionSubscription.create	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.alert.service.subscription.ActionSubscription.delete	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.alert.service.subscription.ActionSubscription.list	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.alert.service.subscription.ActionSubscription.read	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.alert.service.subscription.ActionSubscription.update	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.audit.service.Audit.searchBySessionID	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.budget.service.core.Budget.create	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.budget.service.core.Budget.delete	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.budget.service.core.Budget.list	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.budget.service.core.Budget.update	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.AutoRepayment.deRegisterAutoRepayment	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.AutoRepayment.fetchAccounts	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.AutoRepayment.fetchAutoRepayment	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.AutoRepayment.registerAutoRepayment	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.AutoRepayment.updateAutoRepayment	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.BillCycle.fetchCreditCardBillCycle	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.BillCycle.updateCreditCardBillCycle	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.Credentials.setCredentials	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.Credit.fetchEStatementPreferences	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.Credit.fetchRewardPoints	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.Credit.list	SERVICE	VIEW,PERFORM,APPROVE	PERMIT
com.ofss.digx.app.card.service.Credit.read	SERVICE	VIEW,PERFORM,APPROVE	PERMIT

1 Report generated by Mustafa Gari | 03 Oct 2017, 06:18

**Field Description**

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

**Report Parameters**

<b>Parent Role</b>	Parent role of which the resource mapping to be viewed.
<b>Child Role</b>	Child Role mapped to the parent role for which the resource mapping to be viewed.
<b>Resource Name</b>	Name of the resource mapped to role.
<b>Resource Type</b>	The type of resource. The options are: <ul style="list-style-type: none"> <li>• Service</li> <li>• Service Response</li> <li>• UI Component</li> <li>• Page</li> </ul>
<b>Action Type</b>	Action type of the resource. The options are: <ul style="list-style-type: none"> <li>• View</li> <li>• Perform</li> <li>• Approve</li> </ul>
<b>Effect</b>	Effect provided for resource child mapping.

**32.13.2 Resources - Child Role - Schedule Reports**

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

**To generate the Resources - Child Role schedule report:**

1. Click the **Schedule** tab.
2. From the **Report Name** list, select the appropriate report to be generated.  
The receptive report generation screen appears.

## Resources - Child Role - Schedule Report

The screenshot shows the 'Reports' section of the ZigBank interface. The 'Current Entity' is set to 'OBDX\_BU'. The 'SCHEDULED' tab is active. The report configuration is as follows:

- Report:** Resources Child Role Mapping Report
- Report Format:** PDF
- Select Frequency:** DAILY
- Start Date:** 10/27/17 00:00
- End Date:** 12/31/17 00:00
- Child Role:** Maker

Buttons at the bottom include 'Generate Report', 'Cancel', and 'Clear'. A 'View Scheduled Reports' link is also present.

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### Field Description

Field Name	Description
<b>Report Name</b>	The report type selected to generate the report.
<b>View Scheduled Reports</b>	Link to view all the reports that are scheduled.
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Select Frequency</b>	<p>The frequency at which the reports are generated.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Once</li> <li>• Daily</li> <li>• Weekly</li> <li>• Monthly</li> </ul>

Field Name	Description
<b>Start Date</b>	Start date of the date range from which you want to generate the report.
<b>Stop Date</b>	End date of the date range up-to which you want to generate the report.
<b>Child Role</b>	Name of the child role. The options are: <ul style="list-style-type: none"> <li>• Retail User : Customer, Member</li> <li>• Corporate: Checker, CorporateAdminChecker, CorporateAdminMaker, Maker, Viewer</li> <li>• Administrator: AdminChecker, AdminMaker, AuthAdmin</li> </ul>

3. From the **Report Format** list, select the appropriate report output format.
4. From the **Select Frequency** list, select the appropriate option.
5. From the **Start Generating** and **Stop Generating** list, select the appropriate duration.
6. From the **Child Role** list, select the appropriate role.
7. Click **Schedule Report** to view and generate the report.  
OR  
Click the **View Scheduled Reports** link to view all the scheduled reports. The **Scheduled Reports** screen appears.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. Click the **Scheduled Reports** tab, the list of scheduled reports appears.
9. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports > Scheduled Reports*.

---

## 32.14 Wallets Creation for a Date Range Report

This is bank's internal report. Wallet creation report provides the summary of wallets created during specific date range. User has to specify the date range and select a format in which the report needs to be generated.

### How to reach here:

*Administration Dashboard > Toggle menu > Report > Report Generation*

### 32.14.1 Wallets Creation for a Date Range - Adhoc Report

Wallets Creation for a Date Range Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the Wallets Creation for a Date Range adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Wallets Creation for a Date Range - Adhoc Reports

The screenshot shows the 'Reports' section of the ZigBank interface. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. Below this, the 'Reports' section is displayed, with a 'Current Entity' dropdown menu set to 'OBDX\_BU'. There are two tabs: 'ADHOC' (selected) and 'SCHEDULED'. Under the 'ADHOC' tab, there is a 'Report' dropdown menu set to 'Wallets creation for a Date Range Report' and a 'Report Format' dropdown menu set to 'PDF'. Below these, there is a 'Duration' field with two date pickers: '10/26/17' and '11/30/17'. At the bottom of the form, there are three buttons: 'Generate Report', 'Cancel', and 'Clear'. A footer at the bottom of the page contains the copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
Report Name	The type of report to be generated.

Field Name	Description
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Duration</b>	<p>The period for which the report is to be generated.</p> <p>Start date of the date range from which you want to generate the report.</p> <p>End date of the date range up-to which you want to generate the report.</p>

3. From the **Report Format** list, select the appropriate report output format.
4. Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
5. The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. The list of reports appears.
6. Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---




For reference, a specimen of the report generated is given below:

## Wallets creation for a date range

From Date: To Date:

Count: 0



No data to display					
--------------------	--	--	--	--	--

Account Opening Date	Wallet Id	Party Id	Full Name	Email Id	Mobile No

1 Computer generated report | Shallendra Kadam | 13 Feb,2017 01:02:47

### Field Description

Field Name	Description
<b>Report Parameters</b>	
<b>From Date</b>	Start date of the date range of generated report.
<b>To Date</b>	End date of the date range of generated report.
<b>Account Opening Date</b>	The wallet account opening date.
<b>Wallet ID</b>	The wallet user ID.
<b>Party ID</b>	The party Id under which wallet is opened.
<b>Full Name</b>	First name and last name of the wallet user.
<b>Email Id</b>	Email id of the wallet user.

Field Name	Description
Mobile Number	Mobile number of the wallet user.

## 32.15 Wallets KYC REPORT

This is bank's internal report. Wallet KYC report provides the KYC status of specific wallet account/s. User has to specify email id, mobile number, date range and select KYC status with which the report is to be generated.

### How to reach here:

*Administration Dashboard > Toggle menu > Report > Report Generation*

### 32.15.1 Wallets KYC - Adhoc Report

Wallets KYC Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the Wallets KYC adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Wallets KYC - Adhoc Reports

The screenshot shows the 'Reports' section of the ZigBank interface. The 'ADHOC' tab is selected. The 'Report' dropdown is set to 'Wallets KYC Report' and the 'Report Format' is 'PDF'. The 'Email Id' field contains 'rahul.x.kamble@oracle.com' and the 'Mobile Number' field contains '7890008797'. The 'Duration' is set from '01 Feb 2017' to '27 Oct 2017' and the 'KYC Status' is 'COMPLETED'. There are three buttons at the bottom: 'Generate Report', 'Cancel', and 'Clear'. The footer contains the copyright notice: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

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

<b>Report Name</b>	The type of report to be generated.
--------------------	-------------------------------------

Field Name	Description
<b>Report Format</b>	<p>The format in which report is to be generated.</p> <p>The options with Oracle Business Intelligence (BI) Publisher are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> <p>The options with Internal Reporting Application are:</p> <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Email ID</b>	To search the wallet user by email Id.
<b>Mobile Number</b>	To search the wallet user by mobile number.
<b>Duration</b>	<p>The period for which the report is to be generated.</p> <p>Start date of the date range from which you want to generate the report.</p> <p>End date of the date range up-to which you want to generate the report.</p>
<b>KYC Status</b>	<p>To search the wallet user by KYC status.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Pending</li> <li>• Complete</li> </ul>


- From the **Report Format** list, select the appropriate report output format.
- In the **Email ID** field, enter the email address of the user.  
OR  
In the **Mobile Number** field, enter the mobile number of the user.
- From the **KYC Status** list, select the appropriate option.
- Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
- The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to **My Reports** screen. The list of reports appears.
- Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.

---

**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

---

For reference, a specimen of the report generated is given below:

Sr No	Name	Email Id	Mobile No	Opened Date	KYC Status
<p><b>Wallet KYC</b>  <b>Email Id :</b>rahul.x.kamble@oracle.com <b>Mobile No :</b>7890008797  <b>Date From:</b>01 Feb 2017 <b>Date To:</b>27 Oct 2017  <b>KYC Status :</b>Completed</p> 					

1 Report generated by Mustufa Gari | 27 Oct 2017, 10:12

### Field Description

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

#### Report Parameters

<b>Email ID</b>	Email id of the wallet user.
<b>Mobile No</b>	Mobile number of the wallet user.
<b>Date From</b>	The start date of the date range from which you want to generate the report.
<b>Date To</b>	The end date of the date range up-to which you want to generate the
<b>KYC Status</b>	Current KYC status.
<b>Sr No</b>	Serial number of the records.
<b>Name</b>	First name and last name of the wallet user.

<b>Field Name</b>	<b>Description</b>
<b>Email Id</b>	Email id of the wallet user.
<b>Mobile No</b>	Mobile number of the wallet user.
<b>Opened Date</b>	Wallet open date with the time stamp.
<b>KYC Status</b>	Current KYC status.

## 32.16 Wallets Transaction Activity Report

This is bank's internal report. Wallet transaction activity report provides the list of transaction activities done in specific wallet. User has to specify email id, mobile number, date range and select transaction type with which the report is to be generated.

### How to reach here:

*Administration Dashboard > Toggle menu > Report > Report Generation*

### 32.16.1 Wallets Transaction Activity - Adhoc Report

Wallets Transaction Activity Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

#### To generate the Wallets Transaction Activity adhoc report:

1. Click the **Adhoc** tab.
2. From the **Report Name** list, select the appropriate report to be generated. The receptive report generation screen appears.

#### Wallets Transaction Activity - Adhoc Report

The screenshot shows the 'Reports' section of the ZigBank interface. At the top, there is a navigation bar with the ZigBank logo and a 'Logout' button. Below the navigation bar, the 'Reports' section is displayed. On the right side of the 'Reports' section, there are two dropdown menus: 'Current Entity' and 'Default Business Unit'. The 'ADHOC' tab is selected, and the 'SCHEDULED' tab is also visible. The main form contains the following fields:

- Report:** A dropdown menu showing 'Wallet Transaction Activity Report'.
- Report Format:** A dropdown menu showing 'PDF'.
- Email Id:** A text input field containing 'samsouza@gmail.com'.
- Mobile Number:** A text input field containing '8923456789'.
- Duration:** Two date pickers showing '01 Jul 2017' and '27 Oct 2017'.
- Transaction Type:** A dropdown menu showing 'CREDIT'.

At the bottom of the form, there are three buttons: 'Generate Report' (highlighted in green), 'Cancel', and 'Clear'. At the very bottom of the page, there is a footer with the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Report Name</b>	The type of report to be generated.
<b>Report Format</b>	The format in which report is to be generated. The options with Oracle Business Intelligence (BI) Publisher are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• XLS</li> </ul> The options with Internal Reporting Application are: <ul style="list-style-type: none"> <li>• PDF</li> <li>• CSV</li> </ul>
<b>Email ID</b>	To search the wallet user by email Id.
<b>Mobile Number</b>	To search the wallet user by mobile number.
<b>Duration</b>	The period for which the report is to be generated. Start date of the date range from which you want to generate the report. End date of the date range up-to which you want to generate the report.
<b>Transaction Type</b>	To search the transactions providing transaction type. The options are: <ul style="list-style-type: none"> <li>• Debit</li> <li>• Credit</li> </ul>

- From the **Report Format** list, select the appropriate report output format.
- In the **Email ID** field, enter the email address of the user.  
OR  
In the **Mobile Number** field, enter the mobile number of the user.
- From the **From Date** and **To Date** list, select the appropriate duration.
- From the **Transaction Type** list, select the appropriate option.
- Click **Generate Report** to view and generate the report.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the transaction.
- The success message of request along with the status and **Report Request Id** and Reference Number appears. Click **Done** to complete the transaction.  
OR  
Click on the **Report Request Id** link to download the report. User is directed to My Reports screen. The list of reports appears.
- Click on desired **Report ID** to view and download the generated report. You can download the report in PDF, XLS, and CLV formats.



**Note:** You can also download the requested report from *Administration Dashboard > Report > My Reports*.

For reference, a specimen of the report generated is given below:

Wallet Transaction Activity		ORACLE Oracle Banking Digital Experience					
From Date: 2017-02-01   To Date: 2019-02-26							
Sr. No.	Name	Email Id	Mobile No	Date	Description	Reference Number	Amount
<p>1 Computer generated report   Shailendra Kadam   10 Feb 2017, 16:29</p>							

### Field Description

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

### Report Parameters

**From Date** Start date of the date range from which you want to generate the report.

**To Date** End date of the date range up-to which you want to generate the report.

**Sr No** Serial number of the records.

**Name** First name and last name of the wallet user.

**Email ID** Email id of the user.

**Mobile No** Mobile number of the user.

**Date** Date of the transaction.

**Description** Description of the transaction.

**Reference Number** Reference number for each transaction.

Field Name	Description
<b>Amount</b>	Amount of the transaction.

[Home](#)

## 33. My Reports

Bank Administrator logs into the system and navigates to My Reports screen. On accessing 'My Reports' menu, last 10 reports which generated by administrator are listed with the respective report status. User can choose to search the specific report using the search criteria or can opt to view/ download detailed report.

Reports are categorized as:

- Adhoc Reports
- Scheduled Reports

### **How to reach here:**

*Administration Dashboard > Toggle menu > Reports > My Reports*

### 33.1 My Reports - Adhoc

Adhoc reports are generated on demand or on request. Reports can be requested from the 'Reports' screen. Adhoc reports can be viewed using 'My Reports' screen.

**To view and download the generated adhoc reports:**

## My Reports - Adhoc

☰ ZigBank
🔍 112 Logout

**My Reports**

Adhoc Scheduled

---

**Search** 🔍

Report Id  Report Name  Select ▼

Generation Date  From Date  To Date

**Search**

Report Name	Report Sub Id	Generation Date and Time	Status
File Identifier wise Party User Mapping Report	261205745604001	26 Dec 2017 10:56:48 AM	✔ Processed
File Identifier wise Party User Mapping Report	261247817685001	26 Dec 2017 10:53:55 AM	✔ Processed
Party wise Workflows Report	261213110858001	26 Dec 2017 10:51:38 AM	⊗ Error
Party wise Approval Rules Report	261299958306001	26 Dec 2017 10:47:13 AM	✔ Processed
Party User wise File Identifiers Mapping Report	261235763914001	26 Dec 2017 10:41:52 AM	✔ Processed
File Identifier wise Party User Mapping Report	261219287513001	26 Dec 2017 04:13:35 AM	✔ Processed
Party wise Approval Rules Report	221213409403001	22 Dec 2017 08:56:33 AM	✔ Processed
Party wise Approval Rules Report	221222539353001	-	⊙ Pending
Date wise User creation Report	221247346726001	-	⊙ Pending
Resources Child Role Mapping Report	221287984058001	-	⊙ Pending

Page  of 13 (1-10 of 124 Items) | K < 1 2 3 4 5 ... 13 > X


**Cancel**

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## Field Description

Field Name	Description
<b>Search</b>	
<b>Report ID</b>	Report ID to search specific report. All the report IDs will be listed.
<b>Report Name</b>	Report Name to search specific report. All the reports with the names will be listed.

Field Name	Description
<b>Generation Date</b>	To search generated reports between specific date ranges. <ul style="list-style-type: none"> <li>From date – to specify the date from which the generated reports to be searched.</li> <li>To date – to specify the date till which the generated reports to be searched.</li> </ul>
<b>Report List</b>	
<b>Report Name</b>	Report Name to search specific report. All the reports with the names will be listed.
<b>Report Sub ID</b>	Links of view the specific report.
<b>Generation Date and Time</b>	Report generation time and date.
<b>Status</b>	Status of generated reported. The status can be: <ul style="list-style-type: none"> <li>Processed</li> <li>Pending</li> <li>Error</li> </ul>


1. Click search icon  to search the reports with given search criteria. The search results matching to the search criteria are shown on the same screen.
2. Click on **Report ID** hyperlink to view the detailed report. (Refer specimen provided for each report)

## 33.2 My Reports - Schedule

The reports that are generated in specific time frame such as daily, weekly, monthly, quarterly, and annually are categorized under scheduled reports.

### To view and download the generated scheduled reports:

1. Click the **Scheduled** tab. The list of scheduled reports appear.  
OR

Click search icon  to search the reports with given search criteria. The search results matching to the search criteria are shown on the same screen.

## My Reports - Scheduled

My Reports

Adhoc **Scheduled**

Search

Report Id  Report Name  *Select*

Generation Date *From Date*  *To Date*

Search

Report Name	Report Sub Id	Generation Date and Time	Status
File Identifier wise Party User Mapping Report	221280965632001	23 Dec 2017 10:45:00 AM	Processed
File Identifier wise Party User Mapping Report	221280965632002	24 Dec 2017 10:45:00 AM	Processed
Party wise Approval Rules Report	221255775021001	22 Dec 2017 10:45:00 AM	Processed
Party wise Approval Rules Report	221270279469001	22 Dec 2017 10:15:00 AM	Processed
File Identifier wise Party User Mapping Report	211217266282001	22 Dec 2017 10:15:01 AM	Processed
File Identifier wise Party User Mapping Report	211217266282003	24 Dec 2017 10:15:00 AM	Processed
File Identifier wise Party User Mapping Report	211217266282002	23 Dec 2017 10:15:02 AM	Processed
Resources Child Role Mapping Report	111208868886001	-	Pending
Date wise User creation Report	071250394885001	-	Pending
Party wise Payee Maintenance Report	071277646885001	-	Pending

Page 1 of 1 (1-10 of 10 Items)

Cancel

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## Field Description

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

<b>Search</b>	
---------------	--

<b>Report ID</b>	Report ID to search specific report. All the report IDs will be listed.
------------------	---

<b>Report Name</b>	Report Name to search specific report. All the reports with the names will be listed.
--------------------	---

<b>Generation Date</b>	To search generated reports between specific date ranges.
------------------------	---

- From date – to specify the date from which the generated reports to be searched.
- To date – to specify the date till which the generated reports to be searched.

Field Name	Description
<b>Report List</b>	
<b>Report Name</b>	Report Name to search specific report. All the reports with the names will be listed.
<b>Report ID</b>	Links of view the specific report.
<b>Generation Date and Time</b>	Report generation time and date.
<b>Status</b>	Status of generated reported. The status can be: <ul style="list-style-type: none"> <li>• Processed</li> <li>• Pending</li> <li>• Error</li> </ul>

2. Click on **Report ID** hyperlink to view the detailed report. (Refer specimen provided for each report)

## **FAQs**

1. **Can I choose a format in which a report is to be downloaded from My Reports screen?**

A report can be downloaded in a format selected while generating a report.

2. **I can view and download a report which is generated by other administrator users?**

Yes, you can view and download the reports which are generated by other administrator users using **My Reports** screen.

[Home](#)

## 34. User Report Mapping

The user report mapping maintenance allows the Bank Administrators to map the report or set of reports to a specific corporate user. The corporate users can generate and view the reports of which they have an access to.

Bank Administrator searches a corporate user based on the party ID and view the reports mapped to him, he can also un-map the reports from specific corporate user so that access of the specific report/ s can be removed to that corporate user.

The Bank Administrator can also map the accounts of primary and linked parties for which the reports can be generated by a corporate user, so that corporate user can generate the report only for the accounts mapped to him.

### How to reach here:

*Administration Dashboard > Toggle menu > Reports > User Report Mapping*

### User Report Mapping

The screenshot displays the 'User Report Mapping' page. At the top, there is a dark blue header with the ZigBank logo on the left and search, notification (102), and Logout icons on the right. Below the header, the page title 'User Report Mapping' is centered. The main content area features a search form with two input fields: 'Party ID' and 'Party Name'. Below these fields are three buttons: 'Search' (highlighted in blue), 'Cancel', and 'Clear'. At the bottom of the page, a dark blue footer contains the text: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
Party ID	Party ID of the user.
Party Name	Party name corresponding to the party ID.



## 34.1 User Report Mapping - Search

Using this option Bank Administrator can search and view the reports mapped to the user.

### To search and view the reports mapping:

1. In the **Party ID** field, enter the party id of the user.  
OR  
In the **Party Name** field, enter the name of the party.
2. Click **Search**. The **User Report Mapping** screen with search results appears.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** the operation and navigate back to 'Dashboard'.

### User Report Mapping - Search

The screenshot displays the 'User Report Mapping' screen. At the top, the ZigBank logo and navigation icons are visible. The search criteria are: Party ID: 001164, Party Name: Exxon Mobil. Below this, a 'Users List' table is shown with columns for Initials, User Details, Contact Details, and Mapping. The table contains three rows of user data.

Initials	User Details	Contact Details	Mapping
CA	Corp Auth1 coprpauth1	rahul.x.kamble@oracle.com 2342556222	
CI	Corp Init1 corpinit1	rahul.x.kamble@oracle.com 9890230230	
CU	Corp User1 rkcorpuser1	rahul.x.kamble@oracle.com 9890121122	

At the bottom of the table, there are 'Cancel' and 'Back' buttons. The footer contains copyright information: Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions.

### Field Description

Field Name	Description
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<b>Party ID</b>	Party Id of the corporate user.
-----------------	---------------------------------


<b>Party Name</b>	Party name of the corporate user.
-------------------	-----------------------------------

#### Users List

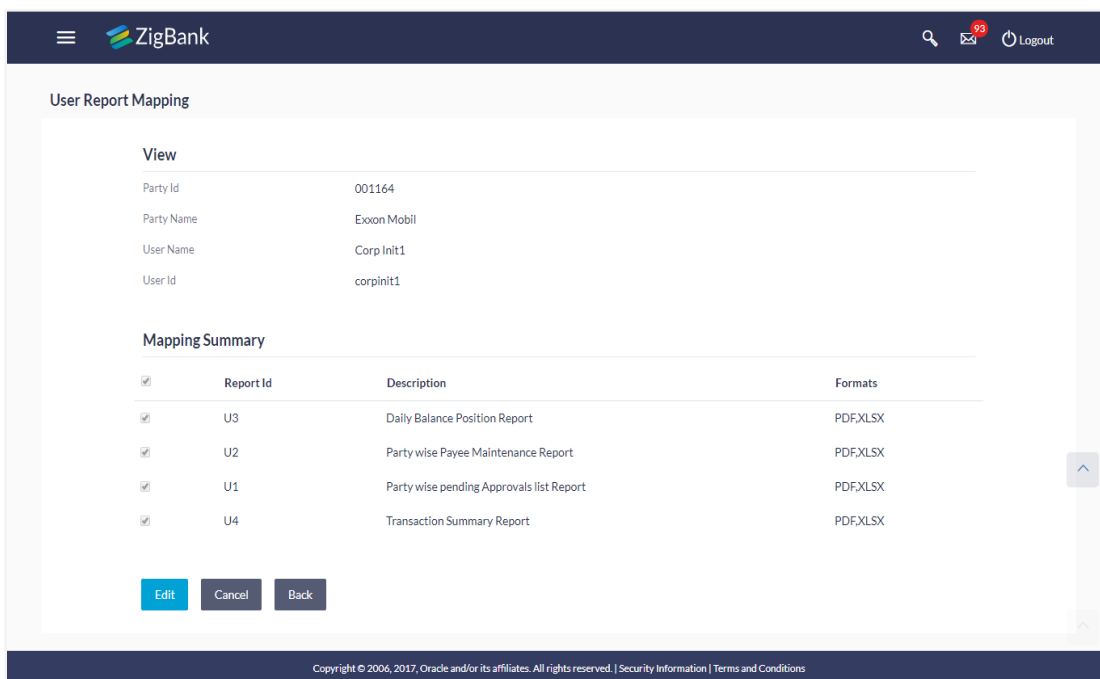
<b>Initials</b>	The initials of the user.
-----------------	---------------------------

<b>User Details</b>	The details of the user like user name or user id.
---------------------	--

Field Name	Description
<b>Contact Details</b>	Contact number or Email ID of the user.
<b>Mapping</b>	Displays whether the file identifier is mapped to the user. <ul style="list-style-type: none"> <li>•  - denotes that the report is mapped to the user</li> <li>•  - denotes that the report is not mapped to the user.</li> </ul>

- Click  against the user record for which you want to view the details. The **User Report Mapping - View** screen appears.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

### User Report Mapping - View



The screenshot shows the 'User Report Mapping - View' screen. At the top, there is a navigation bar with the ZigBank logo and a search icon. Below the navigation bar, the screen title is 'User Report Mapping'. The main content area is divided into two sections: 'View' and 'Mapping Summary'.

**View**

Party Id	001164
Party Name	Exxon Mobil
User Name	Corp Init1
User Id	corpinit1

**Mapping Summary**

<input checked="" type="checkbox"/>	Report Id	Description	Formats
<input checked="" type="checkbox"/>	U3	Daily Balance Position Report	PDF,XLSX
<input checked="" type="checkbox"/>	U2	Party wise Payee Maintenance Report	PDF,XLSX
<input checked="" type="checkbox"/>	U1	Party wise pending Approvals list Report	PDF,XLSX
<input checked="" type="checkbox"/>	U4	Transaction Summary Report	PDF,XLSX

At the bottom of the screen, there are three buttons: 'Edit', 'Cancel', and 'Back'. The footer contains the copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Party ID</b>	Party Id of the corporate user.
<b>Party Name</b>	Party name of the corporate user.


Field Name	Description
<b>User Name</b>	Name of the corporate user.
<b>User ID</b>	User Id of the corporate user.
<b>Mapping Summary</b>	
<b>Report ID</b>	Unique id assigned to the mapped report.
<b>Description</b>	Description of the report.
<b>Formats</b>	Formats in which a report can be generated.

4. Click **Edit** to modify the user report mapping.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

## 34.2 User Report Mapping - Create

Using this option Bank Administrator can map the reports to a specific corporate user.

### To map the reports to a user:

1. In the **Party ID** field, enter the party id of the user.  
OR  
In the **Party Name** field, enter the name of the party.
2. Click **Search**. The **User Report Mapping** screen with search results appears.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** the operation and navigate back to 'Dashboard'.
3. Click  of user record, for which you want to map the report/ s. The **User Report Mapping** screen to create the report mapping appears.

## User Report Mapping - Create

**User Report Mapping**

**Edit**

Party Id: 001164  
 Party Name: Exxon Mobil  
 User Name: Auto Auth  
 User Id: rkautocorp

**Mapping Summary**

<input type="checkbox"/>	Report Id	Description	Formats
<input type="checkbox"/>	U3	Daily Balance Position Report	PDF,XLSX
<input type="checkbox"/>	U2	Party wise Payee Maintenance Report	PDF,XLSX
<input type="checkbox"/>	U1	Party wise pending Approvals list Report	PDF,XLSX
<input type="checkbox"/>	U4	Transaction Summary Report	PDF,XLSX

**Save** **Cancel** **Back**

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### Field Description

Field Name	Description
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<b>Party ID</b>	Party ID of the user.
<b>Party Name</b>	Party name of the corporate user.
<b>User Name</b>	Name of the corporate user.
<b>User Id</b>	User Id of the corporate user.

### Mapping Summary

<b>Report ID</b>	Unique id assigned to a report.
<b>Description</b>	Description of the report.
<b>Formats</b>	The format in which the report is to be generated. The format could be PDF, XLSX.

- In the **Mapping Summary** section, select the report id of the report which you want to map to the user.
- Click **Save** to save the mapping.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

OR


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

8. The **User Report Mapping - Review** screen appears. Verify the details and click **Confirm**.  
OR  
Click **Edit** to make the changes if any. User is directed to **User Report Mapping – Create** screen with values in editable form.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
9. The success message appears along with the transaction reference number and status of the transaction.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

### 34.3 User Report Mapping - Edit

Using this option Bank Administrator can edit the mapping or un-map the reports from specific corporate user.

#### To edit a User Report Mapping:

1. In the **Party ID** field, enter the party id of the user.  
OR  
In the **Party Name** field, enter the name of the party.
2. Click **Search**. The **User Report Mapping** screen with search results appears.  
OR  
Click **Clear** to clear the search parameters.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
3. Click  against the file identifier record for which you want to view the details. The **User Report Mapping - View** screen appears.
4. Click **Edit**. The **User Report Mapping - Edit** screen appears.

## User Report Mapping - Edit

The screenshot shows the 'User Report Mapping - Edit' screen. At the top, there is a navigation bar with the ZigBank logo and a search icon. Below the navigation bar, the page title 'User Report Mapping' is displayed. The main content area is divided into two sections: 'Edit' and 'Mapping Summary'.

**Edit Section:**

Party Id	001164
Party Name	Exxon Mobil
User Name	Corp Init1
User Id	corpinit1

**Mapping Summary Section:**

<input checked="" type="checkbox"/>	Report Id	Description	Formats
<input checked="" type="checkbox"/>	U3	Daily Balance Position Report	PDF,XLSX
<input checked="" type="checkbox"/>	U2	Party wise Payee Maintenance Report	PDF,XLSX
<input checked="" type="checkbox"/>	U1	Party wise pending Approvals list Report	PDF,XLSX
<input checked="" type="checkbox"/>	U4	Transaction Summary Report	PDF,XLSX

At the bottom of the form, there are three buttons: 'Save' (in blue), 'Cancel', and 'Back'.

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5. View the details of report mapping already saved. Select or de-select the report id record to map / un-map a report to a user.
6. Click **Save** to save the modified details.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
7. The **User Report Mapping - Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
User is directed to **User Report Mapping – Edit** screen with values in editable form.  
OR  
Click **Cancel** the operation and navigate back to 'Dashboard'.
8. The success message appears along with the transaction reference number and status of the transaction.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

[Home](#)

## 35. ATM / Branch Maintenance

ATM Branch Locator feature available to the bank customers enables the users to locate the bank's ATMs/ branches available within a specific radius of his current location.

For the customers, to fetch the relevant information related to ATMs and Branches, System Administrator maintains the data at their local databases. The basic details of ATMs and Branches are fetched from the core banking application, which is further enriched and stored in local database. This is a one-time activity at the time of implementation. Subsequently, as and when branches and ATMs are added, or any details regarding them updated, the administrator performs the necessary updates to the bank database.

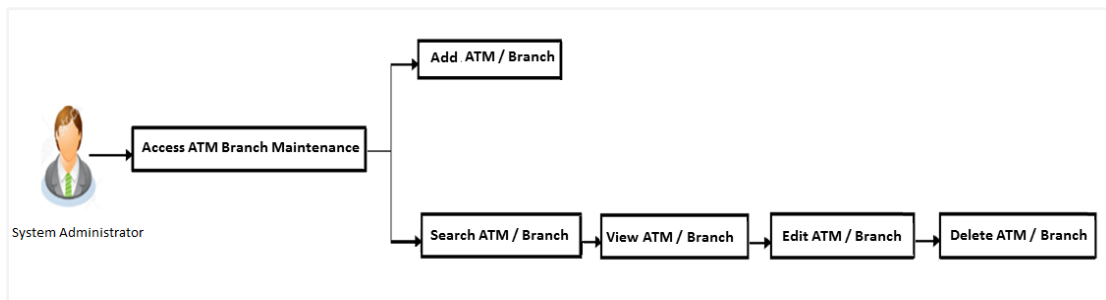
Using this option, the System Administrator can search and view the ATM/ branch and its details (Fetched from core banking application) which include branch/ ATM id, branch name, address details, phone number, work timings and services offered by the bank. New ATM and branch details can also be manually added, viewed and edited.

The System Administrator can manually add new branch/ ATM details one by one, or add multiple branches / ATMs details simultaneously through file upload.

### Pre-requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.
- ATM and Branches are maintained in core banking application.

### Workflow



### Features Supported In Application

- Add ATM/ branches
- View ATM/ branches
- Edit ATM/ branches
- Delete ATM / branches

### How to reach here:

*Dashboard > Others > ATM/ Branch Maintenance*

## 35.1 ATM/ Branch Maintenance - Search

Using this option, System Administrator can search for particular ATM/ Branch based on search parameters. The search results display a list of ATM/ Branch corresponding to the search inputs.

If the search parameters are not specified, records of all the limits maintained in the application are displayed.

### To search the ATM/ branch:

1. Click **Search**. The **ATM/ Branch Maintenance** screen with search results appears based on the searched criteria.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the search process.

### ATM/ Branch Maintenance - Search

The screenshot shows the 'ATM/Branch Maintenance' search interface. It features a search form with the following fields and controls:

- Country:** A dropdown menu with 'Select' as the placeholder.
- City:** A text input field.
- ATM/Branch ID:** A text input field.
- Filters:** Checkboxes for 'ATM' and 'Branch', both of which are checked.
- Buttons:** 'Search', 'Cancel', and 'Clear' buttons.
- Results Table:**

ATM/Branch ID	Address
ATM001	Shop No 1, A Wing, Gundecha Altura, Co-Op Hsg Soc Ltd, Mumbai, INDIA
ATM250	Om Nagar, Ambadi Road, Mumbai, INDIA
BR250	Om Nagar, Ambadi Road, Mumbai, INDIA
DBR001	Hub Mall, Goregaon, Mumbai, INDIA
DBR0017	Demo Bank Branch, Demo Bank Branch, Mumbai, INDIA
DBR00180	Demo Bank Branch, Heera Panna Mall, Mumbai, INDIA
DBR002	Oberoī, Goregaon, Mumbai, INDIA
- Page Navigation:** 'Page 1 of 1 (1-7 of 7 items)' with navigation arrows.
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### Field Description

Field Name	Description
<b>Country</b>	Select the country in which you want to locate a branch or ATM of the bank.
<b>City</b>	Select the city in which you want to locate a branch or ATM of the bank
<b>ATM/ Branch ID</b>	Unique key to identify the ATM / Branch. Specify valid Branch / ATM ID maintained in the system.



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

---

<b>ATM/ Branch</b>	Select if the search is for a branch or ATM.
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2. View the search results. Click the **ATM/ Branch ID** link of the record for which you want to view the details. The **ATM/ Branch Maintenance - View** screen appears.

## ATM/ Branch Maintenance - View

**View**

Branch ID	DBR001
Branch Name	Demo Bank Hub Mall
Latitude	78.78
Longitude	56.78
Address Line 1	Hub Mall
Address Line 2	Goregaon
Address Line 3	
Address Line 4	
City	Mumbai
Country	INDIA
Work Timings	Sunday: 09.00 Monday: 17.00
Additional Details	
Phone Number	088787876, 67867665
Services Offered	<input checked="" type="checkbox"/> Wealth branch <input checked="" type="checkbox"/> Loan Servicing Branch <input type="checkbox"/> Forex Branch <input type="checkbox"/> Gold Loan Branch <input type="checkbox"/> Touch Banking branch <input type="checkbox"/> Lockers Enabled Branch <input type="checkbox"/> Retail branch

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## Field Description

Field Name	Description
<b>ATM/ Branch ID</b>	Unique key to identify the ATM / branch.
<b>ATM/ Branch Name</b>	Name of the ATM / branch.
<b>Latitude</b>	The location of the new ATM/ branch in term of latitude which is the angular distance, north or south of the equator (an imaginary circle around the Earth halfway between the North Pole and the South Pole).
<b>Longitude</b>	The location of the new ATM/ branch in term of longitude which is angular distance, east or west of the prime meridian (an imaginary line running from north to south through Greenwich, England).
<b>Address Line 1 - 4</b>	The address of the ATM / branch that corresponds with the ATM / branch ID.
<b>City</b>	The city of the ATM / branch that corresponds with the ATM / branch ID.

Field Name	Description
<b>Country</b>	The country of the ATM / branch.
<b>Work Timings</b>	The operating hours of the branch / ATM. This field appears if you are viewing the details of a <b>Branch of the bank</b> .
<b>Additional Details</b>	Additional details if any. This field appears if you are viewing the details of a <b>Branch of the bank</b> .
<b>Phone Number</b>	The phone number of the branch / ATM. This field appears if you are viewing the details of a <b>Branch of the bank</b> .
<b>Services Offered</b>	The services offered by the bank branch / ATM.

3. Click **Edit** to edit the ATM/ branch details.  
OR  
Click **Delete** to delete the ATM/ branch details.  
OR  
Click **Cancel** to cancel the transaction.

## 35.2 ATM/ Branch Maintenance - Add

Using this option, System Administrator can add ATM or branch details. Single ATM/ branch details can be added directly using the Add ATM/ branch Details screen. Multiple ATMs or branches can be added by uploading a File.

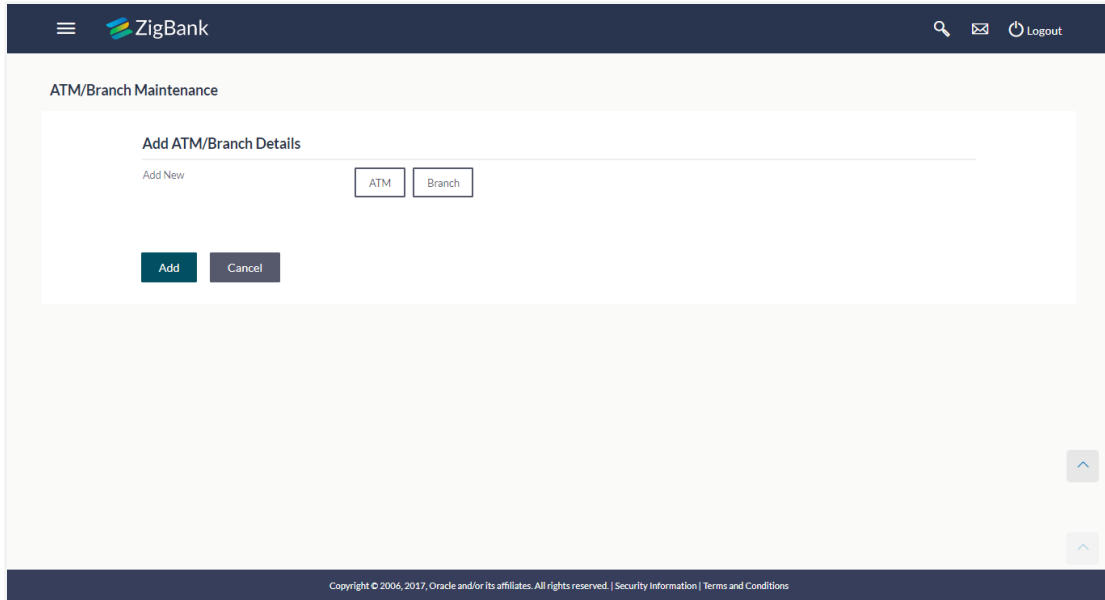
Adding ATM/ branches feature allows the bank administrator to:

- Add Single ATM/ Branches
- Add Multiple ATM/ Branches

### To add an ATM/ Branch:

1. Navigate to the **ATM/Branch Maintenance** screen.
2. Click **Add**.  
The **ATM/ Branch Maintenance - Add ATM/ Branch Details** screen appears.

### ATM/ Branch Maintenance - Add Single ATM/ Branch Details



## Field Description

Field Name	Description
<b>Add ATM/ Branch Details</b>	
<b>Add New – ATM / Branch</b>	Buttons to be selected for adding either the ATM or the branch details. The buttons are: <ul style="list-style-type: none"> <li>• ATM</li> <li>• Branch</li> </ul>

- In the **Add New** field, click the appropriate button to add the ATM or branch details. The **ATM/ Branch Maintenance - Add ATM/ Branch Details** screen with options to add single or multiple ATM/ Branch details appear.

## ATM/ Branch Maintenance - Add ATM/ Branch Details

## Field Description

Field Name	Description
<b>Add New – ATM / Branch</b>	Buttons for adding either the ATM or the branch details.
<b>Input Type</b>	Options to add single or multiple ATM/ branch details. <ul style="list-style-type: none"> <li>• Add Single ATM/ Branches</li> <li>• Add Multiple ATM/ Branches</li> </ul>
<b>File</b>	Select the file to be uploaded.

4. In the **Input Type** field, click the appropriate option to add the single or multiple ATM/ branch details.
  - b. If you select **Single ATM/ Branches** option, the fields for adding the details appears on the **ATM/ Branch Maintenance - Add ATM/ Branch Details** screen.

## Add Single ATM/ Branches Details

The screenshot shows the 'Add ATM/Branch Details' form in the ZigBank interface. The form is titled 'Add ATM/Branch Details' and contains the following fields and options:

- Add New:** Two buttons, 'ATM' and 'Branch'.
- Input Type:** Radio buttons for 'Single ATM' (selected) and '(.xml format only) ATM List via file upload'.
- ATM/Branch ID:** Text input field containing '541742639309456'.
- ATM/Branch Name:** Text input field containing 'Demo Bank Goregaon'.
- Coordinates:** Two text input fields containing '19.155' and '72.856'. A 'Search Location' link is present next to the second field.
- Address Line 1:** Text input field containing 'The Hub Mall'.
- Address Line 2:** Text input field containing 'Western Express Highway'.
- Address Line 3:** Text input field containing 'Goregaon (E)'.
- Address Line 4:** Empty text input field.
- City:** Text input field containing 'Mumbai'.
- Country:** Dropdown menu showing 'INDIA'.
- Services Offered:** Checkboxes for 'Non-MetroATM' (unchecked), 'MetroATM' (checked), and 'Cardless Cash' (checked).
- Buttons:** 'Add' and 'Cancel' buttons at the bottom.

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### Field Description

Field Name	Description
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#### Add ATM/ Branch Details

**Add New – ATM / Branch** Buttons for adding either the ATM or the branch details.

**Input Type** Options to add single or multiple ATM/ branch details.

- Single ATM/ Branch
- Multiple ATMs/ Branches via file upload (.xml format only)

**ATM/ Branch ID** Unique key to identify the ATM / branch.

**ATM/ Branch Name** Name of the ATM / branch which is to be added.

Field Name	Description
<b>Coordinates</b>	<p>The location of the new ATM/ branch in term of latitude which is the angular distance, north or south of the equator (an imaginary circle around the Earth halfway between the North Pole and the South Pole).</p> <p>The location of the new ATM/ branch in term of longitude which is angular distance, east or west of the prime meridian (an imaginary line running from north to south through Greenwich, England).</p> <p>Click the <b>Search Location</b> link to auto populate the coordinates value.</p>
<b>Address Line 1 - 4</b>	The address of the ATM / branch that corresponds with the ATM / branch ID.
<b>City</b>	The city in which a branch or ATM of the bank is located.
<b>Country</b>	The country a branch or ATM of the bank is located.
<b>Work Timings</b>	<p>The operating hours of the branch</p> <p>This field appears if you click <b>Branch</b> button in the <b>Add New</b> field.</p>
<b>Additional Details</b>	<p>Additional details if any.</p> <p>This field appears if you click <b>Branch</b> button in the <b>Add New</b> field.</p>
<b>Phone Number</b>	<p>The phone number of the branch / ATM.</p> <p>This field appears if you click <b>Branch</b> button in the <b>Add New</b> field.</p>
<b>Alternate Phone Number</b>	<p>A contact number other than your main phone number, if you have any.</p> <p>This field appears if you click <b>Branch</b> button in the <b>Add New</b> field.</p>

Field Name	Description
<b>Services Offered</b>	<p>Services offered by the bank.</p> <p>Following services are offered if you click <b>ATM</b> button in the <b>Add New</b> field. (The information will be fetched based on the data maintained as Day 0).</p> <ul style="list-style-type: none"> <li>• Non-Metro ATM</li> <li>• Metro ATM</li> <li>• Cardless Cash</li> </ul> <p>Following services are offered if you click <b>Branch</b> button in the <b>Add New</b> field. (The information will be fetched based on the data maintained as Day 0).</p> <ul style="list-style-type: none"> <li>• Wealth branch</li> <li>• Loan Servicing Branch</li> <li>• Forex Branch</li> <li>• Gold Loan Branch</li> <li>• Touch Banking Branch</li> <li>• Lockers Enabled Branch</li> <li>• Retail Branch</li> </ul>

- c. In the **ATM/ Branch ID** field, enter the unique id for ATM/ branch.
- d. In the **ATM/ Branch Name** field, enter the name of the new ATM/ branch.
- e. In the **Coordinates** field, click the **Search Location** link to enter the location. The coordinate value appears in the field.
- f. In the **Address Line 1, 2** field, enter the address of the new ATM/ branch.
- g. In the **City** field, enter the city of the ATM/ branch.
- h. From the **Country** list, select the country of the new ATM/ branch.
- i. In the **Phone Number** field, enter the phone number of the bank branch.
- j. Click **Add** to add the ATM/ branch details.  
OR  
Click **Cancel** to cancel current transaction.
- k. The **Add ATM/ Branch Details - Review** screen appears post necessary validations. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
User is directed to the **Add ATM/ Branch Details** screen with values in editable form.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
- l. The success message of saving the ATM/ Branch maintenance appears along with the transaction reference number and status of the transaction.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.



5. In the **ATM/ Branch Maintenance - Add Branch Details** screen, if you select **Multiple ATM/ Branches** option, the **ATM/ Branch Maintenance - Add ATM/ Branch Details** screen for uploading the files appears.

### ATM/ Branch Maintenance - Add Multiple ATM/ Branch Details

### Field Description

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

#### Add ATM/ Branch Details

**Add New** Buttons to be selected for adding either the ATM or the branch details.

**Input Type** Options to add single or multiple ATM/ branch details.

- Single ATM/ Branch
- Multiple ATM/ Branches

**File** Select the file to be uploaded.

6. In the **Input Type** field, click the appropriate option to add the single or multiple ATM/ branch option.
  - m. If you select **Multiple ATM/ Branches** option, the fields for uploading file (specific file format is mentioned here – XML only) appears on the **ATM/ Branch Maintenance - Add ATM/ Branch Details** screen.
  - n. In the **File** field, select the file to be uploaded.
  - o. Click **Add** to add the ATM/ branch details.  
OR  
Click **Cancel** to cancel current transaction.
  - p. The **Add ATM/ Branch Details - Review** screen appears post necessary validations. Verify the details, and click **Confirm**.

OR

Click **Edit** to make the changes if any.

User is directed to the **Add ATM/ Branch Details** screen with values in editable form.

OR

Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

- q. The success message of saving the ATM/ Branch maintenance appears along with the transaction reference number and status of the transaction.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

### ATM file template example

```
<?xml version="1.0" encoding="UTF-8" standalone="yes"?>
<ATMs xmlns:datatype="http://datatype.fc.ofss.com" xmlns:validationdtoapp="http://validation.dto.app.fc.ofss.com" xmlns:dtocommondomainframework="
http://dto.common.domain.framework.fc.ofss.com" xmlns:ns4="http://enumeration.fc.ofss.com">
  <ATM>
    <coordinates>
      <latitude>19.1547995</latitude>
      <longitude>72.8562558</longitude>
    </coordinates>
    <ID>DBA001</ID>
    <name>Demo Bank Branch1</name>
    <PostalAddress>
      <datatype:city>Mumbai</datatype:city>
      <datatype:country>INDIA</datatype:country>
      <datatype:line1>Line1</datatype:line1>
      <datatype:line2>Line2</datatype:line2>
    </PostalAddress>
    <Services>
      <id3</id>
    </Services>
    <Services>
      <id2</id>
    </Services>
    <type>ATM</type>
  </ATM>
  <ATM>
    <coordinates>
      <latitude>19.16</latitude>
      <longitude>72.86</longitude>
    </coordinates>
    <ID>DBA002</ID>
    <name>Demo Bank Branch2</name>
    <PostalAddress>
      <datatype:city>Nagpur</datatype:city>
      <datatype:country>INDIA</datatype:country>
      <datatype:line1>Line1</datatype:line1>
      <datatype:line2>Line2</datatype:line2>
    </PostalAddress>
    <Services>
      <id5</id>
    </Services>
    <Services>
      <id2</id>
    </Services>
    <type>ATM</type>
  </ATM>
</ATMs>
```

### Output

```
1547995 72.8562558 DBA001 Demo Bank Branch1 Mumbai INDIA Line1 Line2 3 2 ATM 19.16 72.86 DBA002 Demo Bank Branch2 Nagpur INDIA Line1 Line2 5 2 ATM
```

## Branch file template example

```
<?xml version="1.0" encoding="UTF-8" standalone="yes"?>
<Branches xmlns:datatype="http://datatype.fc.ofss.com" xmlns:validationdtoapp="http://validation.dto.app.fc.ofss.com" xmlns:dtocommondomainframework="
http://dto.common.domain.framework.fc.ofss.com" xmlns:ns4="http://enumeration.fc.ofss.com">
  <!-- Sample Record to Upload branch -->
  <Branch>
    <coordinates>
      <latitude>17.900840</latitude>
      <longitude>102.5332620</longitude>
    </coordinates>
    <ID>STBRECORD01</ID>
    <name>ST Bank KM8</name>
    <PostalAddress>
      <datatype:city>Vientiane</datatype:city>
      <datatype:country>LAO PEOPLES DEMOCRATIC REPUBLIC</datatype:country>
      <datatype:line1>Somvang Village</datatype:line1>
      <datatype:line2>Hadsayfong District</datatype:line2>
    </PostalAddress>
    <Services>
      <id1</id>
    </Services>
    <Services>
      <id7</id>
    </Services>
    <type>BRANCH</type>
    <phone>
      <number>021-315712</number>
    </phone>
    <workDays>Mon-Fri</workDays>
    <Timings>09:00-17:00</Timings>
    <!-- In case of multiple branch timings required -->
    <workDays>Sat</workDays>
    <Timings>09:00-17:00</Timings>
  </Branch>

  <Branch>
    <coordinates>
      <latitude>17.900840</latitude>
      <longitude>102.5332620</longitude>
    </coordinates>
    <ID>STBRECORD02</ID>
    <name>ST Bank KM8</name>
    <PostalAddress>
      <datatype:city>Vientiane</datatype:city>
      <datatype:country>LAO PEOPLES DEMOCRATIC REPUBLIC</datatype:country>
      <datatype:line1>Somvang Village</datatype:line1>
      <datatype:line2>Hadsayfong District</datatype:line2>
    </PostalAddress>
    <Services>
      <id1</id>
    </Services>
    <Services>
      <id7</id>
    </Services>
    <type>BRANCH</type>
    <phone>
      <number>021-315712</number>
    </phone>
    <workDays>Mon-Fri</workDays>
    <Timings>09:00-17:00</Timings>
    <!-- In case of multiple branch timings required -->
    <workDays>Sat</workDays>
    <Timings>09:00-17:00</Timings>
  </Branch>
</Branches>
```

## Output

```
17.900840 102.5332620 STBRECORD01 ST Bank KM8 Vientiane LAO PEOPLES DEMOCRATIC REPUBLIC Somvang Village Hadsayfong District 1 7 BRANCH 021-315712 Mon-Fri 09:00-17:00 Sat
09:00-17:00 17.900840 102.5332620 STBRECORD02 ST Bank KM8 Vientiane LAO PEOPLES DEMOCRATIC REPUBLIC Somvang Village Hadsayfong District 1 7 BRANCH 021-315712 Mon-Fri
09:00-17:00 Sat 09:00-17:00
```

## 35.3 ATM/ Branch Maintenance - Edit

Using this option, System Administrator can update or edit an ATM/ branch details.

### To edit an ATM/ branch details:

1. In the **ATM/ Branch Maintenance** screen, click **Search**. The **ATM/ Branch Maintenance** screen with search results appears based on the search criteria.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the search process.

2. Click the **ATM/ Branch ID** link of the record for which you want to view the details. The **ATM/ Branch Maintenance - View** screen appears.
3. Click **Edit** to edit the ATM/ branch details. The **ATM/ Branch Maintenance - Edit** screen appears.

### ATM/ Branch Maintenance - Edit

The screenshot displays the 'Edit' form for an ATM/branch. The form is titled 'Edit' and contains the following fields and options:

- Branch ID:** DBR001
- Branch Name:** Demo Bank Hub Mall
- Coordinates:** 78.78, 56.78 (with a 'Search Location' link)
- Address Line 1:** Hub Mall
- Address Line 2:** Goregaon
- Address Line 3:**
- Address Line 4:**
- City:** Mumbai
- Country:** INDIA (dropdown menu)
- Work Timings:** Sun to Sun days, 0.00 to 0.00 hrs (with a help icon)
- Additional Details:**
- Phone Number:** 088787876
- Alternate Phone Number:** 67867665
- Services Offered:**
  - Wealth branch
  - Loan Servicing Branch
  - Forex Branch
  - Gold Loan Branch
  - Touch Banking branch
  - Lockers Enabled Branch
  - Retail branch

At the bottom of the form, there are 'Save' and 'Cancel' buttons. The footer of the application shows 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

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

<b>ATM/ Branch ID</b>	Unique key to identify the ATM / branch. This field is not editable.
-----------------------	---

Field Name	Description
<b>ATM/ Branch Name</b>	Name of the ATM / branch which is to be edited.
<b>Latitude</b>	The location of the new ATM/ branch in term of latitude which is the angular distance, north or south of the equator (an imaginary circle around the Earth halfway between the North Pole and the South Pole).
<b>Longitude</b>	The location of the new ATM/ branch in term of longitude which is angular distance, east or west of the prime meridian (an imaginary line running from north to south through Greenwich, England).
<b>Address Line 1 - 4</b>	The address of the ATM / branch that corresponds with the ATM / branch ID.
<b>City</b>	The city of the ATM / branch that corresponds with the ATM / branch ID.
<b>Country</b>	The country of the ATM / branch.
<b>Work Timings</b>	The operating hours of the branch / ATM. This field is only applicable when the user is editing details of the <b>Branch</b> .
<b>Additional Details</b>	Additional details if any. This field appears if you are viewing the details of a <b>Branch of the bank</b> .
<b>Phone Number</b>	The phone number of the branch / ATM. This field is only applicable when the user is editing details of the <b>Branch</b> .
<b>Services Offered</b>	The services offered by the bank branch/ ATM.

---

4. In the **ATM/ Branch Name** field, edit the name of the new ATM/ branch if required.
5. In the **Coordinates** field, click the **Search Location** link to enter the location. The coordinate value appears in the field. Modify, if required.
6. In the **Address Line 1, 2** field, edit the address of the new ATM/ branch if required.
7. In the **City** field, edit the city of the ATM/ branch (if required).
8. From the **Country** list, select the country of the new ATM/ branch.
9. In the **Phone Number** field, edit the phone number of the bank branch if required.
10. Click **Save** to update the ATM/ branch details.  
OR  
Click **Cancel** to cancel current transaction.
11. The **Edit ATM/ Branch Details - Review** screen appears post necessary validations. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make changes if any.  
User is directed to the **Edit ATM/ Branch Details** screen with values in editable form.

OR

Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

- The success message of saving the ATM/ Branch maintenance appears along with the status of the transaction.

Click **OK** to complete the transaction and navigate back to 'Dashboard' screen.

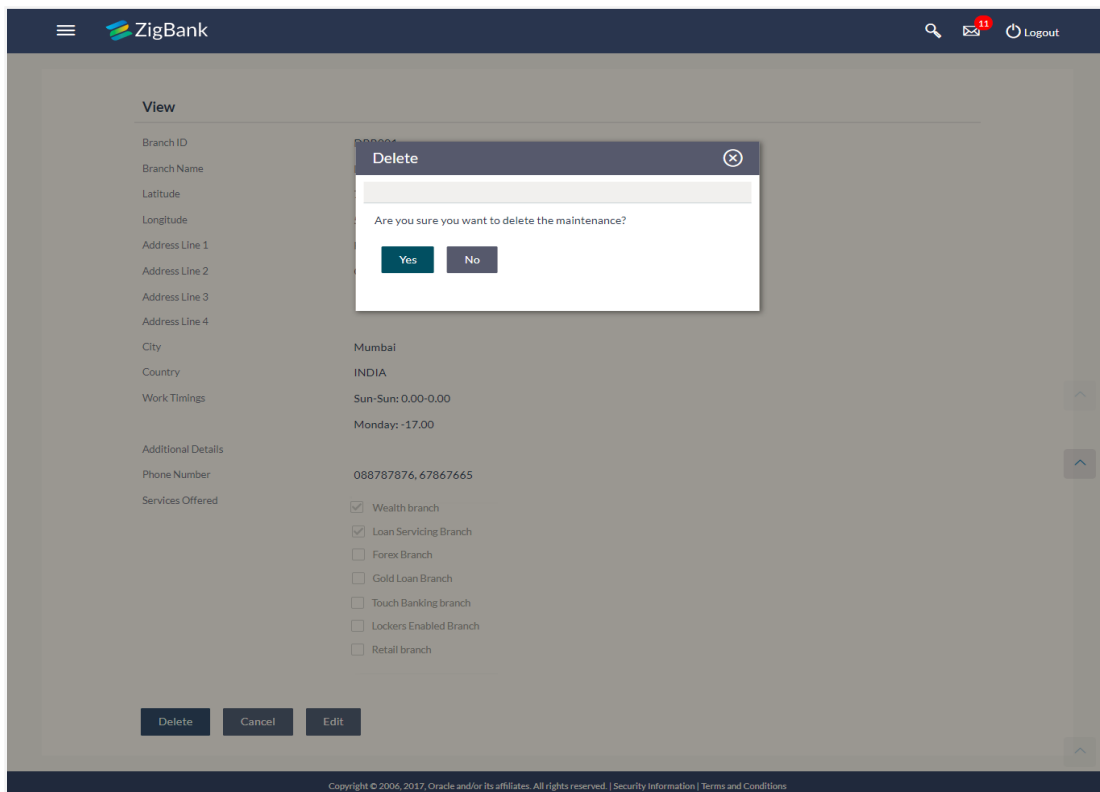
## 35.4 ATM/ Branch Maintenance - Delete

The System Administrator can delete the ATM and branch details.

**To delete ATM/ branch details:**

- In the **ATM/ Branch Maintenance** screen, click **Search**. The **ATM/ Branch Maintenance** screen with search results appears based on the search criteria.  
OR  
Click **Clear** to reset the search parameters.  
OR  
Click **Cancel** to cancel the search process.
- Click the **ATM/ Branch ID** link of the record for which you want to view the details. The **ATM/ Branch Maintenance - View** screen appears.
- Click **Delete** to delete the ATM/ branch details.  
The application will prompt the administrator with a deletion message with an option of Yes / No.

### ATM/ Branch Maintenance - Delete



4. Click **Yes** to delete ATM / Branch. It will navigate to confirmation page with a success message and the status.  
OR  
Click **No** if you do not wish to delete the ATM / Branch.
5. Click **OK** to complete the transaction.

## **FAQs**

1. **In which format I can upload a file with ATM and Branch details?**  
You can upload a file in xml format to add new branches and ATMs.
2. **Do I need to remember the latitude and longitude while updating single ATM/Branch?**  
No, you may search the location. Based on the location selected latitude and longitude data will be auto fetched and shown on the screen.
3. **Can I edit the address and other details of already saved ATM/Branch?**  
Yes, an option to edit the information of already saved ATM/Branches is provided.

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## 36. Product Mapping

Product mapping feature allows the System Administrator to map products from the channel.

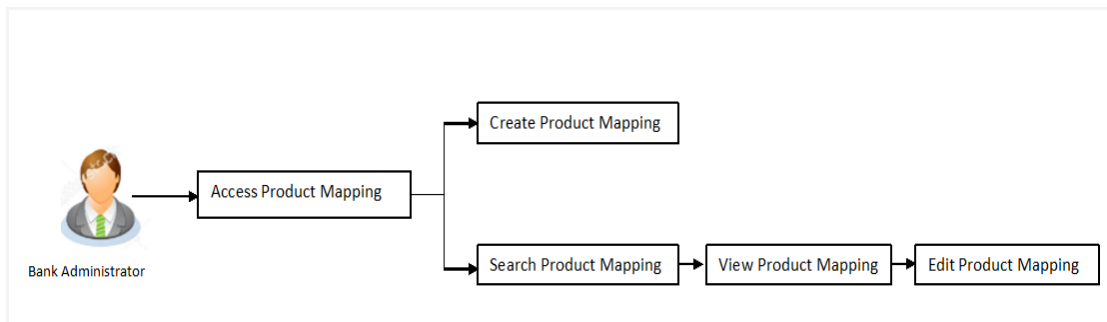
The System Administrator is allowed to register the banks products to be made available to bank users for opening further accounts. This option is currently enabled for Term Deposits.

For example, A customer can open a term deposit under a specific product, only when that particular product has been mapped using this functionality. Products which are not mapped, will not be made available (for opening accounts) to a channel user. This will be a part of Day 1 setup.

### Pre-Requisites

- Transaction access is provided to System Administrator.
- Approval rule set up for System Administrator to perform the actions.
- Necessary products are maintained in core banking application.

### Workflow



### Features Supported In Application

The module supports following features:

- View Product Mapping
- Edit Product Mapping
- Create Product Mapping

### How to reach here:

*Dashboard > Others > Product Mapping*

### 36.1 Product Mapping - View

Using Product mapping view option, System Administrators can view the list of products mapped to the product module. The System Administrator can view the mapping details by clicking the User Segments link.

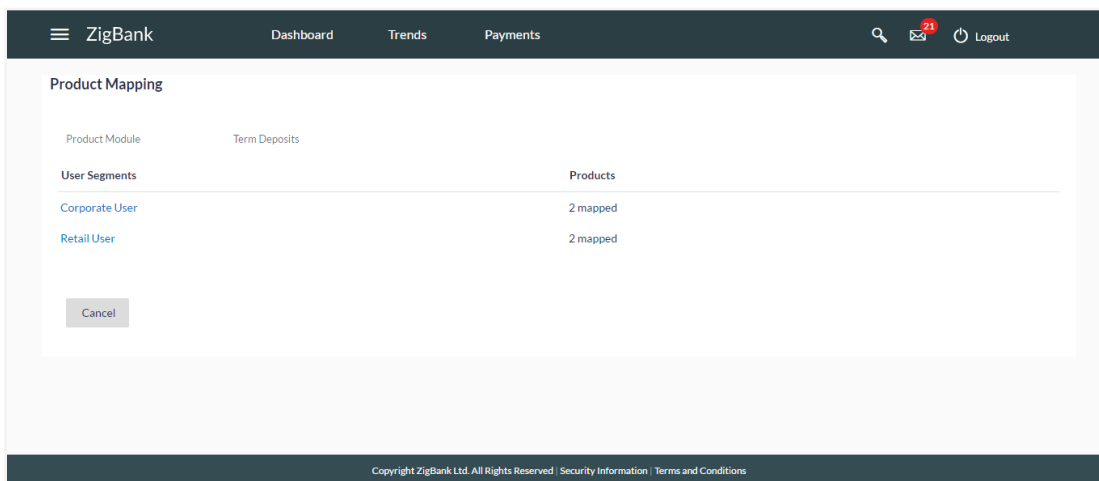
#### To view the product mapping:

1. Navigate to the **Product Mapping** screen. The **Product Mapping** screen with mapped products appears.



OR  
Click **Cancel** to cancel the transaction and navigate to the dashboard.

## Product Mapping



## Field Description

Field Name	Description
<b>Product Module</b>	The product module. Currently only Deposits products are supported by the system.
<b>User Segments</b>	The user segment, for which products are mapped.
<b>Products</b>	The number of products mapped to the user segment

### To view the mapping details:

2. Click the **User Segments** link of the user record for which you want to view the details.  
The **Product Mapping - View** screen appears.

## Product Mapping - View

**Product Mapping**

**View**

Product Module: Term Deposits  
User Segment: Corporate User

Product Name	Expiry Date
<input checked="" type="checkbox"/> TD Positive Fixed Int rate	
<input type="checkbox"/> TD without topup	01 Jan 2018
<input checked="" type="checkbox"/> TD topup	
<input type="checkbox"/> FIXED RATE DEPOSIT WITH TOPUP	
<input type="checkbox"/> ISLAMIC TD_FM	
<input type="checkbox"/> TD Positive Goal product	
<input type="checkbox"/> TD Positive Fixed Int ratenew	

[Edit](#) [Cancel](#) [Back](#)

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### Field Description

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

#### View

**Product Module** The product module.  
Currently only Deposits products are supported by the system.

**User Segment** The user segment, for which products are mapped.

**Product Name** The list of product names, available for mapping.

**Expiry Date** The expiry date of the product.  
If the product is expired, a red 'Expired' flag is shown against products.

- Click **Edit** to edit the user-segment - product mapping.  
OR  
Click **Cancel** the operation and navigate to the 'Dashboard'.  
OR  
Click **Back** to navigate to the previous screen.

## 36.2 Product Mapping - Edit

This function enables the System Administrator to edit the product mapping. The System Administrator can map/ unmap the products to the product module.

### To edit or update the product mapping:

1. In the **Product Mapping** screen, click the **User Segments** link of the user record for which you want to edit the details.  
The **Product Mapping - View** screen appears.
2. Click **Edit** to edit the user-segment - product mapping. The **Product Mapping – Edit** screen appears.  
OR  
Click **Cancel** the operation and navigate to the 'Dashboard'.  
OR  
Click **Back** to navigate to the previous screen.

### Product Mapping - Edit

The screenshot shows the 'Product Mapping - Edit' interface. At the top, there's a navigation bar with 'ZigBank', 'Dashboard', 'Trends', and 'Payments'. Below this, the 'Product Mapping' section is titled 'Edit'. It shows the current mapping: Product Module is 'Term Deposits' and User Segment is 'Corporate User'. A table lists product names with checkboxes for selection. The 'TD Positive Fixed int rate' and 'TD topup' products are selected. The 'TD without topup' product has an expiry date of '01 Jan 2018'. At the bottom, there are 'Save', 'Cancel', and 'Back' buttons.

	Product Name	Expiry Date
<input checked="" type="checkbox"/>	TD Positive Fixed int rate	
<input type="checkbox"/>	TD without topup	01 Jan 2018
<input checked="" type="checkbox"/>	TD topup	
<input type="checkbox"/>	FIXED RATE DEPOSIT WITH TOPUP	
<input type="checkbox"/>	ISLAMIC TD_FM	
<input type="checkbox"/>	TD Positive Goal product	
<input type="checkbox"/>	TD Positive Fixed int ratenew	

### Field Description

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

#### Edit

**Product Module** The product module.  
Currently only Deposits products are supported by the system.

**User Segment** The user segment, for which products are mapped.

Field Name	Description
<b>Product Name</b>	The list of product names, available for mapping.
<b>Expiry Date</b>	The expiry date of the product. If the product is expired, a red 'Expired' flag is shown against products.

3. Edit View the defined values for fields, in an editable form.
4. Edit the required details.
5. Click **Save** to save the changes.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
6. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
OR  
Click **Cancel** to cancel the transaction.
7. The success message of transaction submission appears along with the transaction reference number and status.  
Click **OK** to complete the transaction.

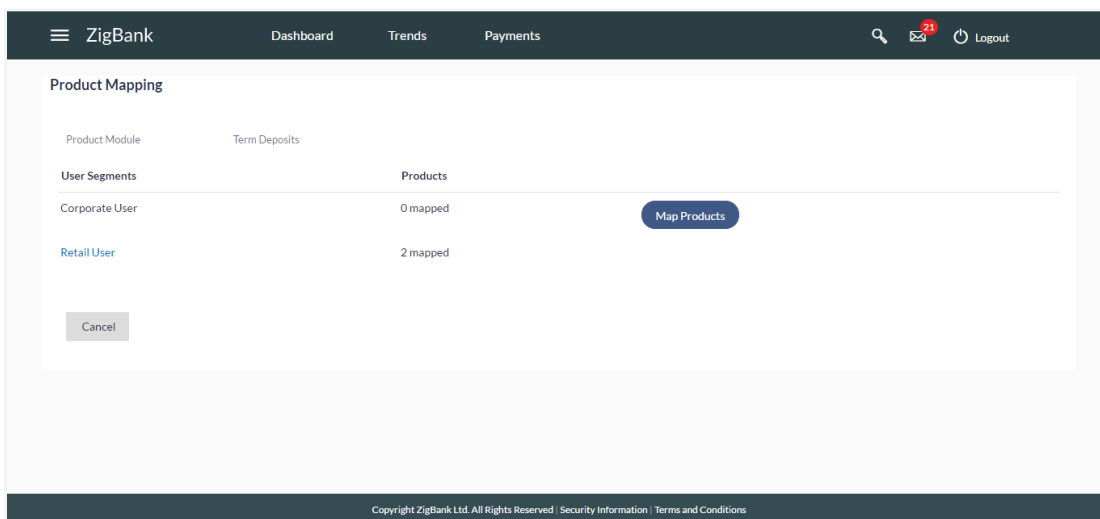
### 36.3 Product Mapping - Create

This option enables the System Administrator to select the products and map it to the Product Module.

#### To create a new product mapping:

1. Navigate to the **Product Mapping** screen. The **Product Mapping** screen with mapped products appears.

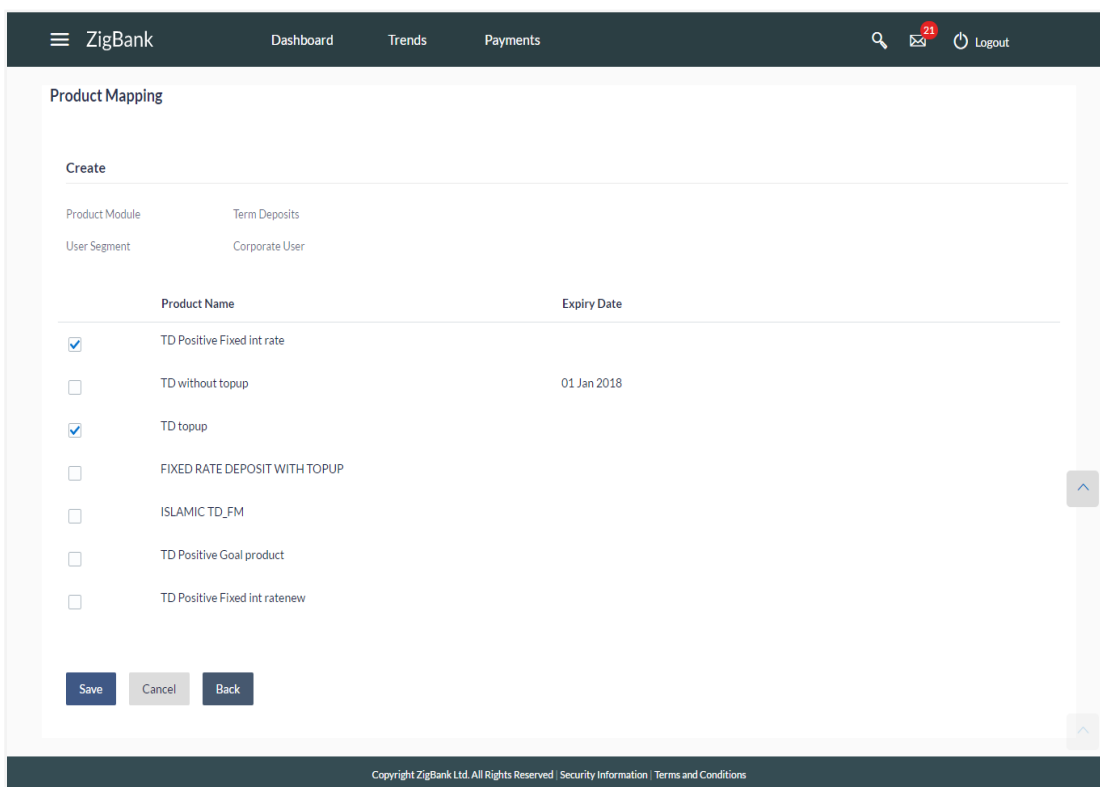
## Product Mapping



2. Click **Map Products**.  
The **Product Mapping - Create** screen appears.

**Note:** The **Map Products** button is available only if no products are mapped to the user segment.

## Product Mapping - Create



## Field Description

Field Name	Description
<b>Create</b>	
<b>Product Module</b>	The product module. Currently only Deposits products are supported by the system.
<b>User Segments</b>	The user segment, for which products are to be mapped.
<b>Product Name</b>	The list of product names, available for mapping.
<b>Expiry Date</b>	The expiry date of the product. If the product is expired, a red 'Expired' flag is shown against products.

3. To map the products to the user segment, select the products.
4. Click **Save** to save the mapping.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.
5. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The user will be navigated back to the create screen.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of transaction submission appears along with the transaction reference number and status.  
Click **OK** to complete the transaction.

## FAQs

1. **For which type of products, product mapping functionally is available?**  
As of now, product mapping feature is enabled for Term Deposit type of products
2. **Can customer view the account details of an account opened under a product which is not mapped?**  
Yes, user can view the account details of an account opened under a product which is not mapped. The restriction will only be for opening new account from channel.
3. **What will happen once the products mapped gets expired?**  
The expired products will no longer available for product mapping. Also customers will not be able to open new accounts using expired products.

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## 37. Service Request

The Bank Administrator can view and take action on all service requests initiated by business users. The Service Request feature enables the Bank Administrator to view the details of each service request initiated and hence, enables the administrator to take an informed decision regarding the approval or rejection of the service request. Alternately, the administrator can also select multiple service request records from the summary page to approve or reject multiple requests at once. The search criteria provided enables the administrator to filter service requests based on various criteria such as request type, status, reference number, etc.

Additionally, an icon is displayed against any service request of which turnaround time is coming to a close so that the bank administrator is made aware of the same and can take immediate action on the specific request.

The service requests supported are as follows:

- Credit Card Hotlisting
- Credit Card Supplementary
- Credit Card PIN Request
- Replace Card
- Update Card Limit
- Update Auto Repayment
- Register Auto Repayment
- Deregister Auto Repayment
- Activate Card
- Deactivate Card
- Hotlist Card
- Cancel Card
- Debit Card PIN
- Apply Debit Card
- Activate Debit Card
- Replace Debit Card

### Pre-Requisites

- Transaction access is provided to Bank Administrator.

### Features Supported In Application

The module supports following features:

- View Service Request raised by customers
- Approve Service Requests
- Reject Service Requests

**How to reach here:**

Administrator Dashboard > Service Requests

OR

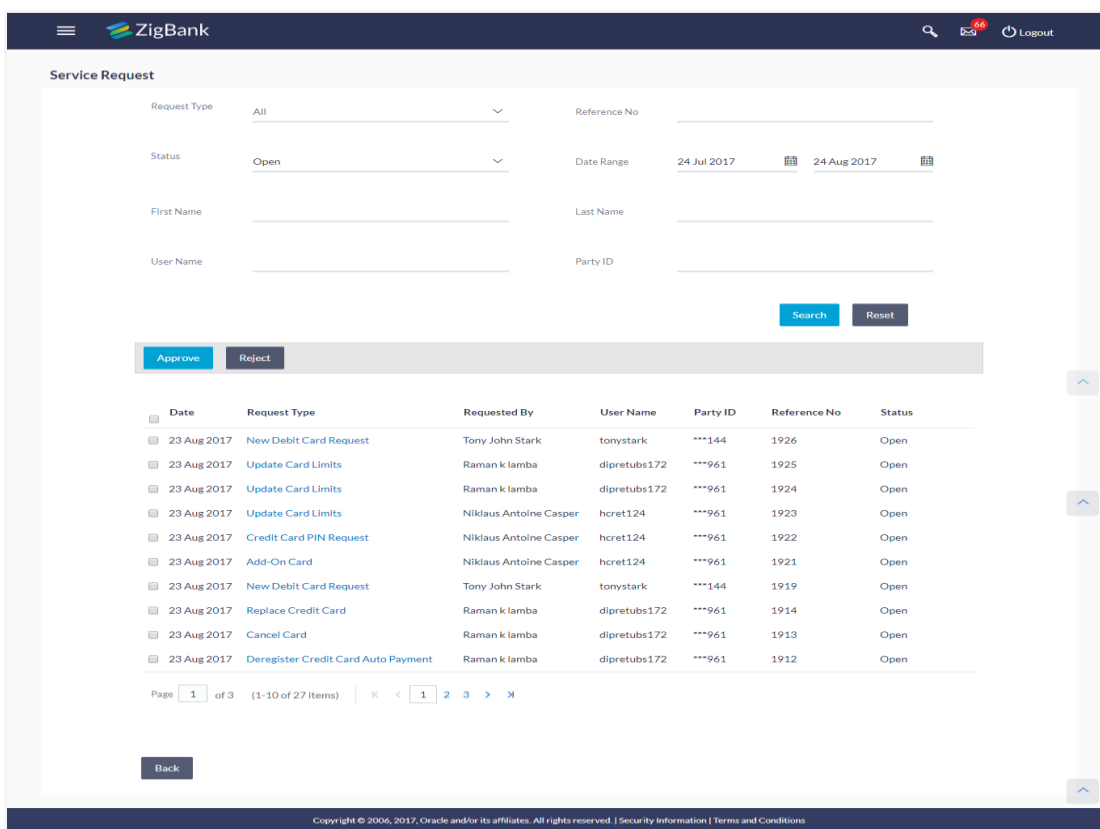
Administrator Dashboard > Toggle Menu > Service Requests

### 37.1 Service Request - Summary

**To view service requests:**

1. Select the Service Request option on the dashboard or menu.
2. The initial (summary) page of the service request feature is displayed.

**Service Request - Summary**



**Field Description**

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

**Search Criteria**

**Request Type** The administrator can select the type of service request to be displayed in the search result records.  
The options are:



Field Name	Description
	<ul style="list-style-type: none"> <li>• Credit Card Hot listing</li> <li>• Credit Card Supplementary</li> <li>• Credit Card PIN Request</li> <li>• Update Bill Cycle</li> <li>• Replace Card</li> <li>• Update Card Limit</li> <li>• Update Auto Repayment</li> <li>• Register Auto Repayment</li> <li>• Deregister Auto Repayment</li> <li>• Activate Card</li> <li>• Deactivate Card</li> <li>• Hotlist Card</li> <li>• Cancel Card</li> <li>• Debit Card PIN</li> <li>• Apply Debit Card</li> <li>• Activate Debit Card</li> <li>• Replace Debit Card</li> </ul>
<b>Reference No</b>	The administrator can search for a service request based on reference number that was generated at the time the service request was initiated.
<b>Status</b>	<p>The administrator can search for service requests based on status.</p> <p>The statuses are:</p> <ul style="list-style-type: none"> <li>• Open</li> <li>• Completed</li> <li>• Rejected</li> </ul> <p>On selecting a status, the administrator is required to mandatorily specify a date range so as to be displayed all the service requests that were initiated within the specified date range and that are in the particular status.</p>
<b>Date Range</b>	The administrator can search for service requests initiated between two dates by specifying a date range. The administrator cannot specify a date range that exceeds 30 days. (The maximum date range is configurable).
<b>First Name</b>	The administrator can search for service requests initiated by a particular business user by specifying the user's first name
<b>Last Name</b>	The administrator can search for service requests initiated by a particular business user by specifying the user's last name or surname

Field Name	Description
<b>User Name</b>	The administrator can search for service requests initiated by a particular business user by specifying the user's user name.
<b>Party ID</b>	The administrator can search for service requests initiated by business users on the basis of party ID.
<b>Search Results</b>	
<b>Date</b>	The date on which the service request was raised.
<b>Request Type</b>	The type of service request initiated.
<b>Requested by</b>	The name of the customer who has raised the service request.
<b>User Name</b>	The user name of the customer who has raised the service request
<b>Party ID</b>	The party ID of the user who has raised the service request.
<b>Reference No</b>	The reference number generated at the time the service request was raised.
<b>Status</b>	The current status of the service request.

3. Click on a specific service request record to view the details of that service request.  
OR  
Select the checkbox of one or multiple service requests to approve or reject service requests.

**To search for specific service requests:**

1. Enter the required information in the search criteria fields.
2. Click **Search**. The specific service request records are displayed based on the search criteria specified.  
OR  
Click **Reset** to clear the search parameters.

## 37.2 Service Request Details

This page is displayed once the Bank Administrator selects a service request record from the previous summary page. This screen comprises of three sections which display the details of the service request, the details of the initiator of the service request and also the transaction journey i.e. a timeline graph depicting the stages of the service request.

### To view the service requests details:

1. Enter the required information in the search criteria fields.
2. Click **Search**. The specific service request records are displayed based on the search criteria specified.  
OR  
Click **Reset** to clear the search parameters.
3. Click on a specific service request record to view the details of that service request. The service request details are displayed on the **Request Details** screen.

### Service Request Details

The screenshot displays the 'Service Request' details page in the ZigBank interface. The page is divided into three main sections: Request Details, User Details, and Transaction Journey.

**Request Details:**

Reference No	1914
Date Requested	23 Aug 2017
Request Type	Replace Credit Card
Credit Card Id	624700*****0014
Delivery Option	BRANCH
Address	Cabot Place East Canary Wharf London GREAT BRITAIN
Embossing Name	Jason Willis

**User Details:**

Username	Raman k lamba
User ID	dipretubs172
Party ID	***961

**Transaction Journey:**

The timeline shows two stages: 'Initiated' (marked with a blue dot) and 'Approved/Rejected' (marked with a grey dot). Below the timeline, the text reads: 'Initiated Date of creation: 23 Aug 2017 Created by: Raman k lamba'.

At the bottom left, there is a '← Back' button. The footer contains the copyright notice: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

**Field Description**

<b>Field Name</b>	<b>Description</b>
-------------------	--------------------

**Request Details**

<b>Reference Number</b>	The reference number generated at the time the service request was raised.
-------------------------	--

<b>Date Requested</b>	The date on which the service request was raised.
-----------------------	---

<b>Request Type</b>	The type of service request initiated.
---------------------	--

**User Details**

<b>Requested By</b>	The full name of the business user who initiated the service request.
---------------------	---

<b>User Name</b>	The user name of the business user who initiated the service request.
------------------	---

<b>Party ID</b>	The party ID of the user who initiated the service request.
-----------------	---

**Transaction Journey**

This section displays the stages of the service request in the form of a timeline graph. Details pertaining to when the service request was initiated along with when the service request was approved or rejected are displayed with the help of this timeline.

- 
4. Click **Approve** to Approve the Service Request.  
OR  
Click **Reject** to Reject the Service Request.
  5. Click **Back** to navigate back to the Service Request Summary screen.

### 37.3 Approve or Reject Service Requests

The Bank Administrator can take action on service requests initiated by business users by either approving or rejecting requests. The Administrator can select multiple service requests to approve or reject from the Service Request Summary page and can also approve or reject a service request individually after having viewed the details of the request from the Service Request Details page.

#### To approve / reject service requests from Service Requests Summary page:

1. Select the checkboxes of the service requests that you wish to take action on. The pop up on which to specify remarks for Approval/Rejection is displayed.
2. Enter Remarks and click Approve/Reject. The service requests get approved / rejected.

#### Multiple Service Request Approve or Reject

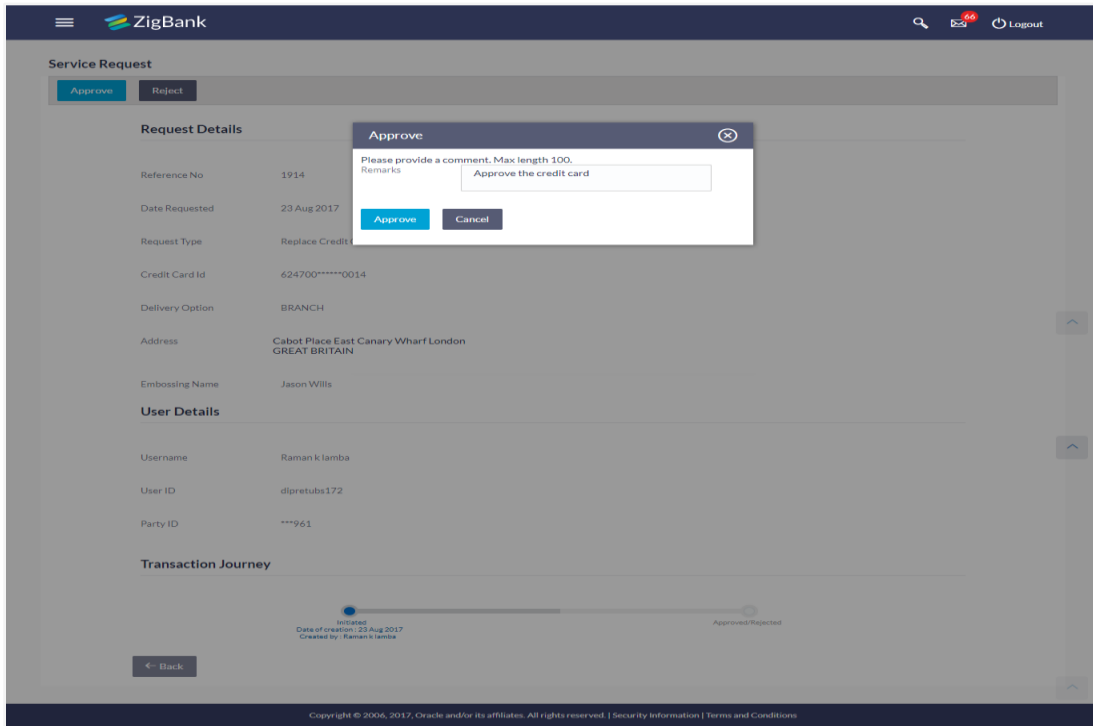
The screenshot displays the ZigBank Service Request Summary page. At the top, there is a navigation bar with the ZigBank logo, a search icon, a notification icon with '66', and a Logout button. Below the navigation bar, the page title is 'Service Request'. The main content area shows a table of service requests. The table has columns for Date, Request Type, Requested By, User Name, Party ID, Reference No, and Status. Two requests are visible, both with a status of 'Open'. A modal dialog titled 'Approve' is open over the table, showing 'Selected Transactions (2)' and a text input field for 'Remarks' containing 'Approve the requests'. The dialog has 'Approve' and 'Cancel' buttons. Below the table, there are 'Approve' and 'Reject' buttons, and a 'Back' button at the bottom left. The footer contains copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

Date	Request Type	Requested By	User Name	Party ID	Reference No	Status
23 Aug 2017	Replace Credit Card	Raman k lamba	dipretubs172	***961	1914	Open
23 Aug 2017	Replace Credit Card	Niklaus Antoine Casper	hcret124	***961	1906	Open

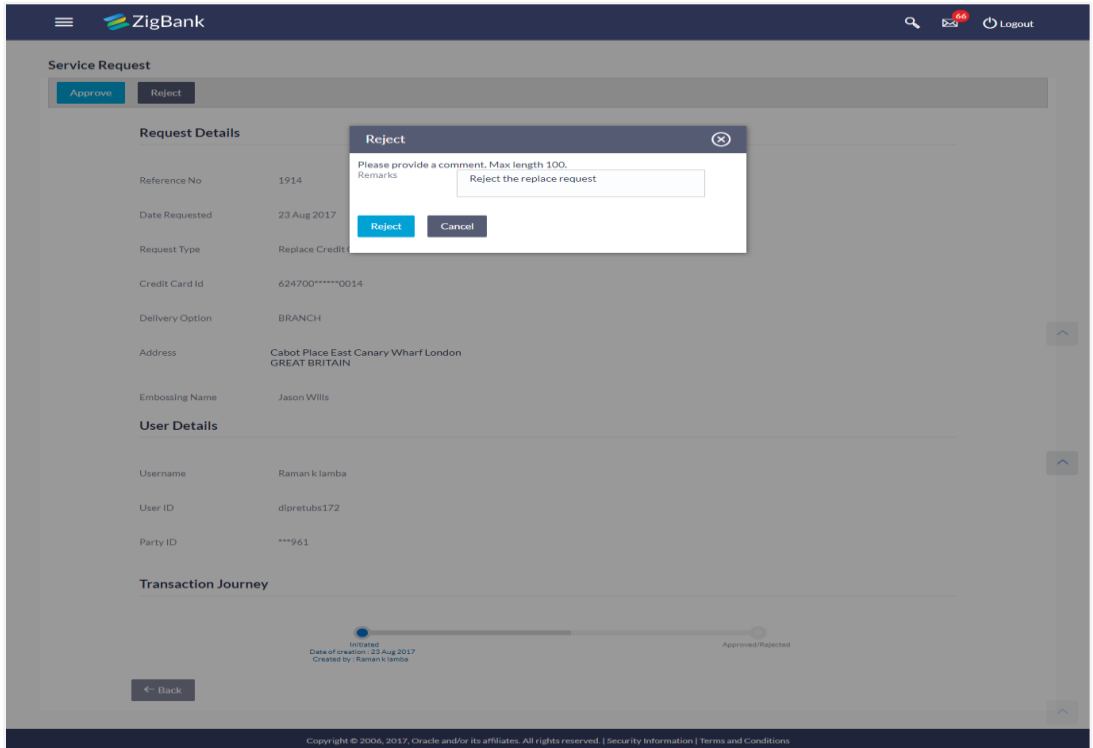
#### To approve / reject a service request from the Service Requests Details page:

1. Select the service request on which you wish to take action from the **Service Request Summary** page
2. Click **Approve** or **Reject** Button. The pop up on which to specify remarks for Approval/Rejection is displayed.
3. Enter Remarks and click Approve/Reject. The service requests get approved/ rejected.

### Individual Service Request Approval



### Individual Service Request Rejection



[Home](#)

## 38. Session Summary

The option used by the user to check the log of transactions and login details for the previous five logins. The System Administrator can view the entire session summary of the previous five logins, login and logoff date and time for each session, channel in which transactions are carried out in each session along with the IP address of the channel.

### How to reach here:


*Administrator Dashboard > Toggle Menu > Session Summary*

### Session Summary

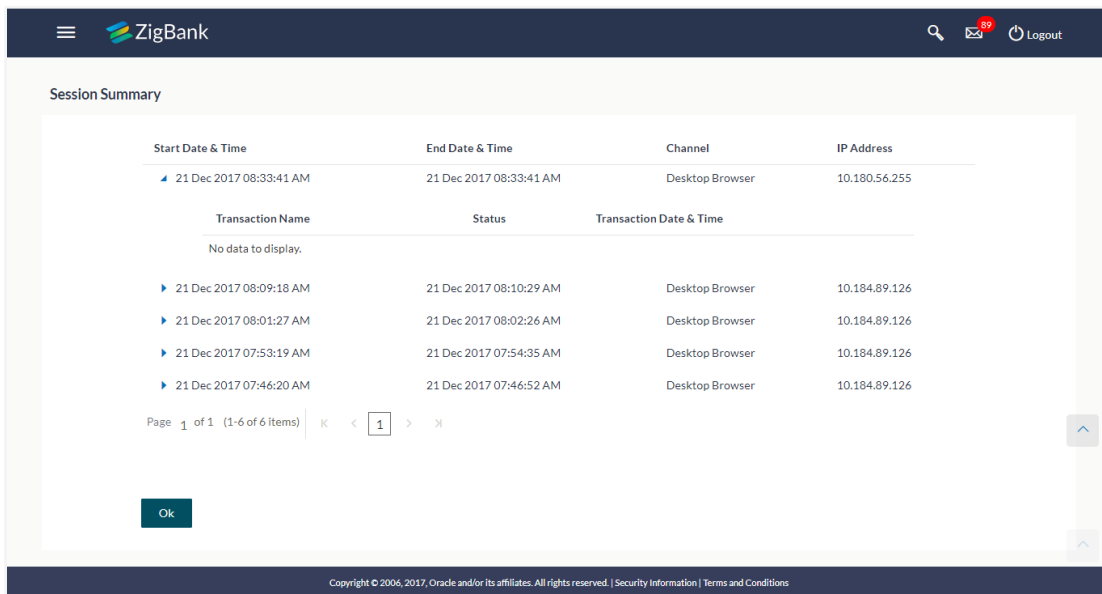
Start Date & Time	End Date & Time	Channel	IP Address
▶ 21 Dec 2017 08:33:41 AM	21 Dec 2017 08:33:41 AM	Desktop Browser	10.180.56.255
▶ 21 Dec 2017 08:09:18 AM	21 Dec 2017 08:10:29 AM	Desktop Browser	10.184.89.126
▶ 21 Dec 2017 08:01:27 AM	21 Dec 2017 08:02:26 AM	Desktop Browser	10.184.89.126
▶ 21 Dec 2017 07:53:19 AM	21 Dec 2017 07:54:35 AM	Desktop Browser	10.184.89.126
▶ 21 Dec 2017 07:46:20 AM	21 Dec 2017 07:46:52 AM	Desktop Browser	10.184.89.126

### Field Description

Field Name	Description
<b>Start Date &amp; Time</b>	The start date and time of the session.
<b>End Date &amp; Time</b>	The end date and time of the session.
<b>Channel</b>	The channel of access for the session (Desktop Browser).
<b>IP Address</b>	IP address of the channel.

1. Click  against a specific record to view the details of that session. The session details appear.  
OR  
Click **OK** to navigate to the Dashboard screen.

### Session Summary - Details



The screenshot displays the 'Session Summary - Details' interface. At the top, there is a navigation bar with the ZigBank logo and a search icon. Below the navigation bar, the page title 'Session Summary' is visible. The main content area contains a table with the following data:

Start Date & Time	End Date & Time	Channel	IP Address
21 Dec 2017 08:33:41 AM	21 Dec 2017 08:33:41 AM	Desktop Browser	10.180.56.255

Below the first table, there is a sub-table with the following data:

Transaction Name	Status	Transaction Date & Time
No data to display.		
21 Dec 2017 08:09:18 AM	21 Dec 2017 08:10:29 AM	Desktop Browser
21 Dec 2017 08:01:27 AM	21 Dec 2017 08:02:26 AM	Desktop Browser
21 Dec 2017 07:53:19 AM	21 Dec 2017 07:54:35 AM	Desktop Browser
21 Dec 2017 07:46:20 AM	21 Dec 2017 07:46:52 AM	Desktop Browser

At the bottom of the content area, there is a pagination bar showing 'Page 1 of 1 (1-6 of 6 items)' and an 'Ok' button. The footer of the page contains the copyright information: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Start Date &amp; Time</b>	The start date and time of the session.
<b>End Date &amp; Time</b>	The end date and time of the session.
<b>Channel</b>	The channel of access for the session (Desktop Browser).
<b>IP Address</b>	IP address of the channel.
<b>Session Summary - Details</b>	
<b>Transaction Name</b>	Name of the transaction, performed in the session.
<b>Status</b>	Status of the transaction.
<b>Transaction Date &amp; Time</b>	The date and time of the transaction.

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## 39. Payee Restriction Setup

Bank customers add payees or beneficiaries to transfer funds from one account to another. Bank can limit the number of payees that can be added by the retail user in a day.

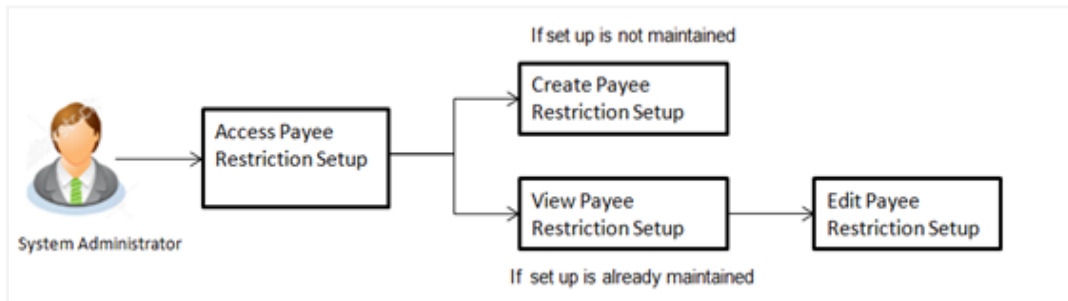
Payee Restriction Set up maintenance allows the System Administrator to restrict the number of payees that a retail user can create for each payment network per day.

System Administrator can also restrict the total number of payees irrespective of payment network that the retail user can create per day.

### Prerequisites:

- Transaction access is provided to System Administrator
- Approval rule set up for System Administrator to perform the actions

### Workflow



### Features supported in Application

Payee Restriction Setup maintenance is created only once at the 'Day 1' configuration by the System Administrator. However it can later be viewed and modified.

This option allows an administrator to:

- Create Payee Restriction Maintenance
- View Existing Maintenance
- Edit Maintenance

### How to reach here:

*Administration Dashboard > Payments > Payee Restriction Setup*

### 39.1 Payee Restriction Setup - View

System Administrator logs into the system and navigates to the Payee Restriction Set-up.

System displays the payee restriction set up created at the 'Day 1' maintenance. When System Administrator user is accessing Payee Restriction Set-up for the very first time, the limit set up for payment network type is defaulted to 'No'

## Payee Restriction Setup

**Payee Restriction Setup**

**Summary**

Cumulative Payee Restriction

**Internal Payment**

Account Payee

Payee Restriction

**Domestic Payment**

Account Payee

Payee Restriction

IMPS

NEFT

RTGS

Draft Payee

Payee Restriction

**International Payment**

Account Payee

Payee Restriction

Draft Payee

Payee Restriction

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## Field Description

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

**SUMMARY**

<b>Cumulative Payee Restriction</b>	Whether the cumulative payee restriction is enabled or not.
-------------------------------------	---

<b>Total number of Payees permitted per day</b>	Displays the total number of payees that are permitted, if the cumulative payee restriction is enabled.
---	---

**Internal Payment**

Field Name	Description
<b>Account Payee - Payee Restriction</b>	Whether the account payee restriction is enabled or not, for internal payment.
<b>Payees Per Day</b>	Displays the total number of payees that are permitted, if the account payee restriction for internal payment is enabled.
<b>Domestic Payment</b>	
<b>Account Payee - Payee Restriction</b>	Whether the account payee restriction is enabled or not, for domestic payment.
<b>NEFT</b>	Displays the total number of payees that are permitted for NEFT transactions, if the account payee restriction for domestic payment is enabled.
<b>RTGS</b>	Displays the total number of payees that are permitted for RTGS transactions, if the account payee restriction for domestic payment is enabled.
<b>IMPS</b>	Displays the total number of payees that are permitted for IMPS transactions, if the account payee restriction for domestic payment is enabled.
<b>Draft Payee - Payee Restriction</b>	Whether the account payee restriction is enabled or not, for a domestic draft payment.
<b>Payees Per Day</b>	Displays the total number of payees that are permitted, if the account payee restriction for internal payment is enabled.
<b>International Payment</b>	
<b>Account Payee - Payee Restriction</b>	Whether the account payee restriction is enabled or not, for international payment.
<b>Payees Per Day</b>	Displays the total number of payees that are permitted, if the account payee restriction for international payment is enabled.
<b>Draft Payee - Payee Restriction</b>	Whether the account payee restriction is enabled or not, for international draft payment.
<b>Payees Per Day</b>	Displays the total number of payees that are permitted, if the account payee restriction for international draft payment is enabled.

1. Click **Edit** to edit the payee restriction set up.  
The **Payee Restriction Set-up-Edit** screen with values in editable form appears.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

## 39.2 Payee Restriction Setup - Edit

System Administrator can modify existing payee restriction maintenance.

Using this option, System Administrator can enable or disable specific payment network for payee restriction. Also an edit is permitted on number of payees per payment network and for cumulative combined limit irrespective of payment network.

### To edit a payee restriction setup:

1. Click **Edit**. The **Payee Restriction Setup - Edit** screen appears.

### Payee Restriction Setup - Edit

The screenshot shows the 'Payee Restriction Setup - Edit' interface. The top navigation bar includes the ZigBank logo, a search icon, a notification bell with '444', and a 'Logout' button. The main content area is titled 'Payee Restriction Setup' and contains the following sections:



- Edit**
  - Cumulative Payee Restriction: Yes (selected), No
- Internal Payment**
  - Account Payee
    - Payee Restriction: Yes, No (selected)
- Domestic Payment**
  - Account Payee
    - Payee Restriction
      - IMPS: Yes, No (selected)
      - NEFT: Yes, No (selected)
      - RTGS: Yes, No (selected)
  - Draft Payee
    - Payee Restriction: Yes, No (selected)
- International Payment**
  - Account Payee
    - Payee Restriction: Yes, No (selected)
  - Draft Payee
    - Payee Restriction: Yes, No (selected)

At the bottom of the form are three buttons: 'Save' (highlighted in blue), 'Cancel', and 'Back'. The footer contains the text: 'Copyright ZigBank Ltd. All Rights Reserved | Security Information | Terms and Conditions'.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>SUMMARY</b>	
<b>Cumulative Payee Restriction</b>	Whether the cumulative payee restriction is enabled or not. This field is not editable.
<b>Total number of Payees permitted per day</b>	Displays the total number of payees that are permitted, if the cumulative payee restriction is enabled.  Field will not be displayed if cumulative payee restriction is disabled.
<b>Internal Payment</b>	
<b>Account Payee - Payee Restriction</b>	Whether the account payee restriction is enabled or not, for internal payment. This field is not editable.
<b>Payees Per Day</b>	Displays the total number of payees that are permitted, if the account payee restriction for internal payment is enabled.  Field will not be displayed if Account - Payee Restriction for Internal Payment is disabled.
<b>Domestic Payment</b>	
<b>Account Payee - Payee Restriction</b>	Whether the account payee restriction is enabled or not, for domestic payment. This field is not editable.
<b>NEFT</b>	Displays the total number of payees that are permitted for NEFT transactions, if the account payee restriction for domestic payment is enabled.  Field will not be displayed if Account - Payee Restriction for Domestic Payment is disabled.
<b>RTGS</b>	Displays the total number of payees that are permitted for RTGS transactions, if the account payee restriction for domestic payment is enabled.  Field will not be displayed if Account - Payee Restriction for Domestic Payment is disabled.
<b>IMPS</b>	Displays the total number of payees that are permitted for IMPS transactions, if the account payee restriction for domestic payment is enabled.  Field will not be displayed if Account - Payee Restriction for Domestic Payment is disabled.

Field Name	Description
<b>Draft Payee - Payee Restriction</b>	Whether the account payee restriction is enabled or not, for a domestic draft payment. This field is not editable.
<b>Payees Per Day</b>	Displays the total number of payees that are permitted, if the account payee restriction for internal payment is enabled. Field will not be displayed if Draft - Payee Restriction for Domestic Payment is disabled.
<b>International Payment</b>	
<b>Account Payee - Payee Restriction</b>	Whether the account payee restriction is enabled or not, for international payment. This field is not editable.
<b>Payees Per Day</b>	Displays the total number of payees that are permitted, if the account payee restriction for international payment is enabled. Field will not be displayed if International Payment - Payee Restriction for Domestic Payment is disabled.
<b>Draft Payee - Payee Restriction</b>	Whether the account payee restriction is enabled or not, for international draft payment. This field is not editable.
<b>Payees Per Day</b>	Displays the total number of payees that are permitted, if the account payee restriction for international draft payment is enabled. Field will not be displayed if International Draft - Payee Restriction for Domestic Payment is disabled.

2. In the **Cumulative Payee Restriction/ Account Payee - Payee Restriction/ Draft Payee - Payee Restriction** field, select the appropriate option.
  - r. If user select **Yes** option:
    - i. Edit the values in **Total number of Payees permitted per day** field.  
OR  
Click  or  to edit the values.
  - s. If user select **No** option:
    - i. Fields Total Number of payees per day and Payees per day are not displayed for respective payment type.
3. Select the transactions whose details you want to edit.
4. Click **Save** to save the changes made to the payee restriction set up. The message box informing that the changes will be effective next day appears.  
OR  
Click **Back** to navigate back to previous screen.  
OR  
Click **Cancel** to cancel the operation and navigate back to 'Dashboard'.

5. The **Payee Restriction Set-up – Edit – Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
The **Payee Restriction Set-up – Edit** screen with values in editable form screen appears.  
OR  
Click **Cancel** to cancel the operation.  
The success message of Payee Restriction Set-up – Edit appears along with the transaction reference number.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

## **FAQs**

1. **Will edited maintenance be applicable from immediate effect?**

No, edited maintenance will be applicable from next calendar date.

2. **What happens if the user's cumulative payee limit for a day is fully utilized but network for which he is creating a payee is available?**

System will first check the availability of cumulative payee limit. If available, will check network level payee availability limit. If both the conditions are met, user is allowed to create a payee.

3. **Is this maintenance is also applicable for corporate type of users?**

No, currently this maintenance is applicable only to Retail Users.

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## 40. Audit Log

Audit log has records providing information about who has accessed the system and what operations he or she has performed during a given period of time.

Audit logs are useful both for maintaining security and for recovering lost transactions. As part of this function, the bank administrator and/or system administrator can view details about the transactions and maintenances performed by different user(s) in the system.

The administrator can search records by providing specific search parameters and system will display matching records for the search criteria. Maintenances created/edited/deleted/inquired by bank administrator can be audited through this function by the system administrator. Maintenances created/edited/deleted/inquired by corporate administrator can be audited through this function by the bank as well as system administrator.

Transactions carried out by corporate users can be audited if required by the bank administrator and also by system administrator.

### Prerequisites

- Transaction access is provided to System and Bank administrator.
- Transactions are available under respective users to check audit log.

### How to reach here:

*Administration Dashboard > Others > Audit Log*

*OR*

*Administration Dashboard > Toggle menu > Others > Audit Log*

## 40.1 Search Audit Details

### To view audit log:

1. From the **Date and Time** list, select the period for which you want to view the audit log.
2. Enter required search criteria. Click **Search**.  
Audit log appears based on the entered search parameters.  
OR  
Click **Clear** to reset the details.  
OR  
Click **Cancel** to cancel the transaction and navigate the user back to **Dashboard**.



### Audit Log- Search

☰ ZigBank
🔍 437 🏠 Logout

#### Audit Log

Date and Time\* Last 3 days ▼

Party ID Search Party Name

User ID Search User

[Less search options ^](#)

Activity

Action

Initiated

Approved

Enquired

Edited

Created

Deleted

Status

Successful

Failed

User Type  Reference Number

Search
Cancel
Clear

Date / Time	User ID / Name	Party ID / Name	User Type	Event	Action	Reference Number	Status
05 Jul 2017 11:39:27 AM	<a href="#">SDCORPIC1 Sandesh Jinghan</a>	000963 SD Coporate1	Corporate User		Enquired		Success
05 Jul 2017 11:39:22 AM	<a href="#">SDCORPIC1 Sandesh Jinghan</a>	000963 SD Coporate1	Corporate User	International Demand Draft Pay Later	Created		Success
05 Jul 2017 11:39:13 AM	<a href="#">SonalRet16 Shailendra Kadam</a>	000773 Shailendra Ramesh Kadam	Retail User		Enquired		Success
05 Jul 2017 11:39:13 AM	<a href="#">SonalRet16 Shailendra Kadam</a>	000773 Shailendra Ramesh Kadam	Retail User		Enquired		Success
05 Jul 2017 11:39:04 AM	<a href="#">SonalRet16 Shailendra Kadam</a>	000773 Shailendra Ramesh Kadam	Retail User		Enquired		Success
05 Jul 2017 11:39:03 AM	<a href="#">SonalRet16 Shailendra Kadam</a>	000773 Shailendra Ramesh Kadam	Retail User		Enquired		Success
05 Jul 2017 11:39:02 AM	<a href="#">SonalRet16 Shailendra Kadam</a>	000773 Shailendra Ramesh Kadam	Retail User		Created		Success
05 Jul 2017 11:39:01 AM	<a href="#">SonalRet16 Shailendra Kadam</a>	000773 Shailendra Ramesh Kadam	Retail User		Created		Success
05 Jul 2017 11:38:33 AM	<a href="#">SDCORPIC1 Sandesh Jinghan</a>	000963 SD Coporate1	Corporate User		Enquired		Success
05 Jul 2017 11:38:32 AM	<a href="#">MustuCorp70 Bill Jones</a>	000800 Albertsons Companies Inc.	Corporate User		Enquired		Success

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## Field Description

Field Name	Description
<b>Date and Time</b>	<p>The date and time from which audit log is to be generated.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Today</li> <li>• Yesterday</li> <li>• Last 3 days</li> <li>• Date Range</li> </ul>
<b>From</b>	<p>Start date and time of the request processing.</p> <p>This field appears if you select <b>Date Range</b> option from the <b>Date and Time</b> list.</p>
<b>To</b>	<p>End date and time of the request processing.</p> <p>This field appears if you select <b>Date Range</b> option from the <b>Date and Time</b> list.</p>
<b>Activity</b>	Select specific transaction or maintenance from the list.
<b>Party ID</b>	Party ID of the logged in user for which audit details are logged.
<b>Party Name</b>	<p>Party Name for which audit details are to be searched.</p> <p>This field appears if you click on Search Party Name.</p>
<b>User ID</b>	User ID for which the audit details are logged.
<b>User Name</b>	<p>User Name for which audit details are to be searched.</p> <p>This field appears if you click on Search User.</p>
<b>Action</b>	<p>Type of action.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Initiated:</b> To be selected if only initiated transactions are to be searched</li> <li>• <b>Approved:</b> To be selected if only transactions/maintenances in approved state are to be searched.</li> <li>• <b>Enquired:</b> To be selected if only maintenances which were enquired are to be searched</li> <li>• <b>Edited:</b> To be selected if only maintenances which were edited are to be searched</li> <li>• <b>Created:</b> To be selected if only maintenances which were created are to be searched</li> <li>• <b>Deleted:</b> To be selected if only maintenances which were deleted</li> </ul>

<b>Field Name</b>	<b>Description</b>
<b>Status</b>	Status of the transaction. The options are: <ul style="list-style-type: none"> <li>• Success</li> <li>• Failed</li> </ul>
<b>User Type</b>	To be selected if the search is to be based on the user type. Multiple user types can be selected. Following are user types. <ul style="list-style-type: none"> <li>• Retail User</li> <li>• Corporate User</li> <li>• Administrator</li> </ul>
<b>Reference Number</b>	To be selected for search based on Reference number of the transaction.
<b>Search Result</b>	
<b>Date / Time</b>	The date and time of the activity i.e. transaction/maintenance.
<b>User ID/ Name</b>	User ID / Name of the user who performed the transaction or carried out the maintenance.
<b>Party ID/ Name</b>	Party ID for which the maintenance or transaction was carried out.
<b>User Type</b>	User type for which audit details of transaction are logUser type of the user who performed an activity i.e. maintenance/transaction.
<b>Event</b>	Name of activity i.e. transaction/maintenance for which audit details of transaction are logged.
<b>Action</b>	Name of transaction action. <ul style="list-style-type: none"> <li>• Enquired</li> <li>• Initiated</li> <li>• Created</li> <li>• Edited</li> <li>• Deleted</li> <li>• Approved</li> </ul>
<b>Reference Number</b>	Reference number of the transaction/maintenance.

Field Name	Description
<b>Status</b>	Status of the transaction. The options are: <ul style="list-style-type: none"> <li>• Success</li> <li>• Failed</li> </ul>

## **FAQs**

1. **Do I need to enter all the parameters to search?**

No. You need to enter at least the date and time criteria to proceed with audit search. Rest of the search parameters are optional and can be entered if the search results are to be narrowed down.

2. **I do not remember the party ID for input, can I search a party if I need to view audit details for a specific party?**

Yes. You can search a party by clicking 'Search Party' and searching the party by entering the party name.

3. **I do not remember the user ID for input, can I search a user if I need to view audit details for a specific user?**

Yes. You can search a user by clicking 'Search User' and searching the user by entering the user name.

4. **As part of input search criterion/parameters, in the action field there are certain options disabled. Is there a specific reason?**

If you select any maintenance in the activity field, 'Initiated' as an action will not be available.

If you select any transaction in the activity field, 'Created', 'Edited' or 'Deleted' as actions will not be available.

[Home](#)

## 41. Workflow Configuration

Banks across different geographies can have varied requirements with regards to sequence of steps in originations for different products.

Workflow configuration is an administrative maintenance using which the bank admin can define the sequence of the sections in application form for each of the products.

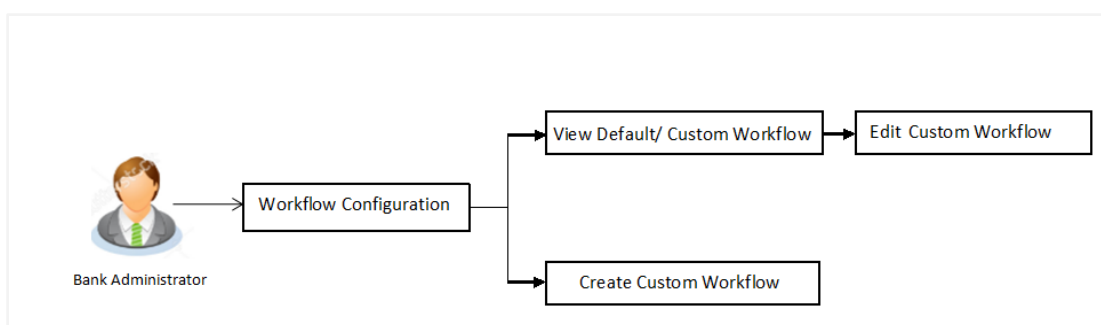
There will be a default workflow defined in the product as part of Day0 definition for each of the product along with identified set of steps.

Bank Admin will have an option to view the default workflow for each of the products. If the sequence defined for a product does not suit the bank requirements, the admin can opt to create a custom workflow by re-arranging the steps

Bank admin also will have a choice to decide on the workflow to be applied for products i.e. default / custom.

### Prerequisites

- Transaction access is provided to Bank Administrator
- Default Workflow with set of steps applicable for a product is defined in the system



### Features supported in application

Workflow configuration allows Bank Administrator to:

- View Default / Custom Workflow
- Create Custom Workflow
- Edit Custom Workflow

### How to reach here:

*Dashboard > Quick Links > Workflow Configuration > Product Configuration*

### Administrator Dashboard

☰ ZigBank


106
Logout

**Maker**

Quick Links

<p>Onboarding</p> <p>User Management</p>	<p>Approvals</p> <p>Workflow Management</p>	<p>Account Access</p> <p>Party Account Access</p>	<p>File Upload</p> <p>File Identifier Maintenance</p>	<p>Origination Admin</p> <p>Workflow Configuration</p>	<p>Service Requests</p> <p>Request Processing</p>
<p>Party Preferences</p>	<p>Rules Management</p>	<p>User Account Access</p>	<p>User File Identifier Mapping</p>	<p>Configuration</p>	

Activity Log (18) 🔍 ↻

18
0

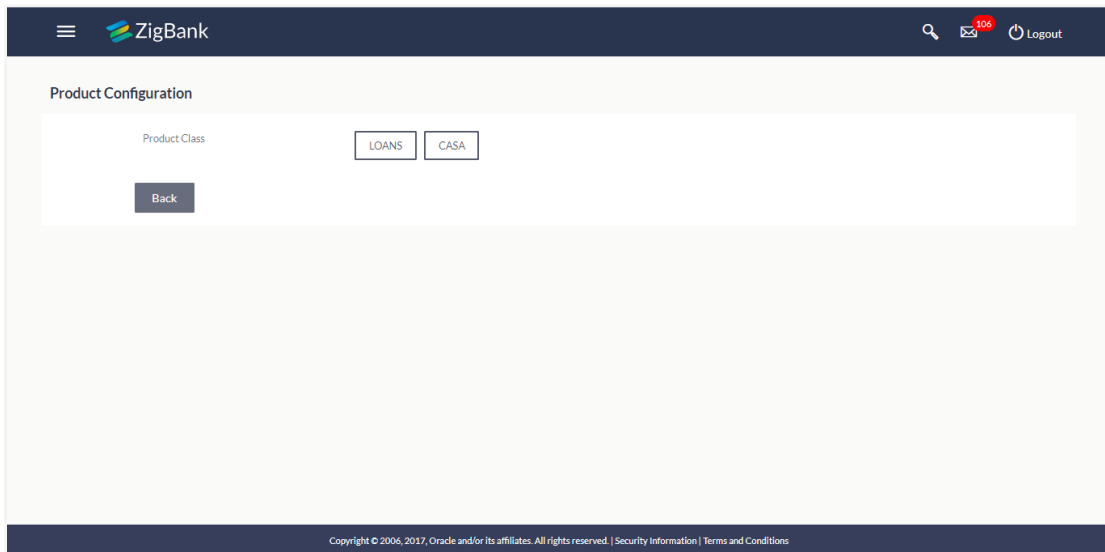
Corporate
Admin

Date	Description	Party Name	Reference No	Status
22 Dec 2:39 PM	Create Approval Rules	McList Companies	22122FD8791D	✔️ Processed
22 Dec 2:38 PM	Create Approval Rules	McList Companies	2212AB3/UDVA	✔️ Processed
22 Dec 2:36 PM	Create Workflow	McList Companies	2212B9FD44B2	✔️ Processed
22 Dec 2:34 PM	Create Corporate User Linkage Account Transaction Mapping	McList Companies	22121968BA3A	✔️ Processed
22 Dec 2:33 PM	Create User Account Access	McList Companies	2212365C6859	✔️ Processed
22 Dec 2:32 PM	Create Corporate User Linkage Account Transaction Mapping	McList Companies	2212EAF7CB55	✔️ Processed
22 Dec 2:31 PM	Create User Account Access	McList Companies	2212C3B3272F	✔️ Processed
22 Dec 2:31 PM	Create Corporate User Linkage Account Transaction Mapping	McList Companies	221258F6F9FF	✔️ Processed
22 Dec 2:30 PM	Create User Account Access	McList Companies	2212475A3E96	✔️ Processed
22 Dec 2:29 PM	Create Corporate P2P Account	McList Companies	22128149BAD4	✔️ Processed

Page 1 of 2 (1-10 of 18 items) ⏪ < 1 2 > ⏩

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## Product Configuration



### Field Description

Field Name	Description
<b>Product Class</b>	Select the product class for which the workflow needs to be viewed or custom workflow is to be defined.

1. In the **Product Class** field, click the desired product. The Product Configuration screen with option to select the product appears.  
OR  
Click **Back** to navigate back to the previous screen.

## Product Configuration

## Field Description

Field Name	Description
<b>Product Class</b>	The selected product class for which the workflow needs to be viewed or custom workflow is to be defined.
<b>Product Name</b>	Select the product name for which the workflow needs to be viewed or configured. The list will be populated based on the Day 0 configurations done in the application. The options are: <ul style="list-style-type: none"> <li>• Loans               <ul style="list-style-type: none"> <li>▪ Auto Loans (UBS)</li> <li>▪ Payday Loans</li> <li>▪ Auto Loans (FLL)</li> <li>▪ Unsecured Personal Loans</li> </ul> </li> <li>• CASA               <ul style="list-style-type: none"> <li>▪ Current Account</li> <li>▪ Savings Account</li> </ul> </li> </ul>
<b>Flow Type</b>	The available flow types for the product are displayed. The options are: <ul style="list-style-type: none"> <li>• Default</li> <li>• Custom</li> </ul>



Field Name	Description
<b>Status</b>	Indicates the status against the flow type i.e. whether the default or the custom flow is active / inactive. At any point in time, either the default or the custom flow type for a product can remain in active state.
<b>Actions</b>	<p>The available action buttons against each of the Flow Type is displayed. The action button can be:</p> <ul style="list-style-type: none"> <li>• View: Click to view the workflow definition for the selected product.</li> <li>• Create Custom Flow: Click to define custom workflow for the selected product. This option will be available only if there is no custom workflow defined for the selected product.</li> <li>• Apply Flow: Click to apply the desired flow to the product.</li> </ul>

2. In the **Actions** column, click **View** to view the default/ custom workflow definition for the selected product.  
OR  
Click **Create Custom Flow** to create a new workflow (Link is enabled only if no workflow is created for selected product).  
OR  
Click **Back** to navigate to the previous screen.

## 41.2 Product Configuration - View Default Workflow

Using this option Bank Administrator can view the workflow definition for the selected product.

### To view the product configuration:

1. From the **Product Name** list, select the appropriate product. The Flow Type, Status and Actions column appears.
2. In the **Action** column against the default workflow, click **View**. The **Product Configuration - View** screen appears.

## Product Configuration - View

The screenshot displays the 'Product Configuration - View' interface. At the top, there is a navigation bar with the ZigBank logo, a search icon, a user profile icon, and a 'Logout' button. Below the navigation bar, the main content area is titled 'Product Configuration'. Underneath, there is a 'View' section with a table showing configuration details:

Product Class	Loans
Product	Auto Loans (UBS)
Flow Type	Default

Below the 'View' section is the 'Product Flow' section, which contains a vertical list of screens in the flow:

- Orientation Screen
- Requirement Screen
- Vehicle Information
- Primary Information
- Contact Information
- Identification Information
- Employment Information
- Income Information
- Expenses
- Assets
- Liabilities
- Offers
- Review Screen
- Confirmation Screen

At the bottom of the flow list, there are three buttons: 'Activate Flow' (highlighted in green), 'Cancel', and 'Back'. At the very bottom of the screen, there is a copyright notice: 'Copyright © 2016, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Product Class</b>	Product class as selected in the previous screen is displayed.
<b>Product</b>	Product name as selected in the previous screen is displayed.
<b>Flow Type</b>	<p>The flow type for the product against which the action of view is selected is displayed.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Default</li> <li>• Custom</li> </ul>

Field Name	Description
<b>Product Flow (Default)</b>	<p>Default workflow defined for the selected product with the following steps is displayed:</p> <ul style="list-style-type: none"> <li>• Portal page</li> <li>• State Pop-up</li> <li>• Orientation Page</li> <li>• Primary Information</li> <li>• Contact Information</li> <li>• Proof of Identity</li> <li>• Income Details</li> <li>• Account Info</li> <li>• Employment</li> <li>• Loan Requirements</li> <li>• Review and Submit</li> <li>• Confirm</li> </ul>

3. Click **Activate Workflow** to activate the default workflow.  
OR  
Click **Cancel** to cancel the transaction and navigate to the 'Dashboard'.  
OR  
Click **Back** to navigate to the previous screen.

### 41.3 Product Configuration - Create Custom Flow

Using this option, bank administrator can create the workflow configuration.

**To create the product configuration:**

1. In the **Product Configuration** screen, select the product class from **Product Class** field.

## Product Configuration

Product Configuration

Product Class:

Product Name: Current Accounts

Flow Type	Status	Actions
Default	Active	<a href="#">View</a>
Custom	-	<a href="#">Create Custom Flow</a>

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## Field Description

Field Name	Description
<b>Product Class</b>	The selected product class for which the custom workflow is to be defined.
<b>Product Name</b>	Select the product name for which the workflow needs to be configured. The list will be populated based on the Day 0 configurations done in the application. The options are: <ul style="list-style-type: none"> <li>• Loans <ul style="list-style-type: none"> <li>▪ Auto Loans (UBS)</li> <li>▪ Payday Loans</li> <li>▪ Auto Loans (FLL)</li> <li>▪ Unsecured Personal Loans</li> </ul> </li> <li>• CASA <ul style="list-style-type: none"> <li>▪ Current Account</li> <li>▪ Savings Account</li> </ul> </li> </ul>
<b>Flow Type</b>	The available flow types for the product are displayed. The options are: <ul style="list-style-type: none"> <li>• Default</li> <li>• Custom</li> </ul>
<b>Status</b>	Indicates the status against the flow type i.e. whether the default or the custom flow is active / inactive. At any point in time, either the default or the custom flow type for a product can remain in active state.

Field Name	Description
<b>Actions</b>	<p>The available action buttons against each of the Flow Type is displayed. The action button can be:</p> <ul style="list-style-type: none"> <li>• View: Click to view the workflow definition for the selected product.</li> <li>• Create Custom Flow: Click to define custom workflow for the selected product. This option will be available only if there is no custom workflow defined for the selected product.</li> <li>• Apply Flow: Click to apply the desired flow to the product.</li> </ul>

2. From the **Product Name** list, select the appropriate product.
3. In the **Action** column, click **Create Custom Flow**. The **Product Configuration - Create** screen appears.  
The steps as defined in the default workflow will be displayed with an option to move the steps in the order as required.  
At any point in time, the user will have an option to view the default workflow.

## Product Configuration - Create Custom Flow

**Product Configuration**

**Create**

Product Class: Casa  
 Product: Current Accounts  
 Flow Type: Custom

**Product Flow**

Drag and drop blocks to customize your flow Show Default Flow

- Orientation Screen
- Identification Information
- Primary Information
- Contact Information
- Employment Information
- Features and Specifications
- Account Funding
- Review Screen
- Confirmation Screen

Save Cancel Back

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## Field Description

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

<b>Product Class</b>	Product class as selected in the previous screen is displayed.
----------------------	--

<b>Product</b>	Product name as selected in the previous screen is displayed.
----------------	---

<b>Flow Type</b>	The flow type for the product as selected in the previous screen is displayed.
------------------	--

Field Name	Description
<b>Product Flow</b>	<p data-bbox="418 310 1369 367">Displays the default workflow defined for the selected product with the following steps and an option to move the steps in the desired sequence:</p> <ul data-bbox="521 394 813 947" style="list-style-type: none"> <li>• Portal page</li> <li>• State Pop-up</li> <li>• Orientation Page</li> <li>• Primary Information</li> <li>• Contact Information</li> <li>• Proof of Identity</li> <li>• Income Details</li> <li>• Account Info</li> <li>• Employment</li> <li>• Loan Requirements</li> <li>• Review and Submit</li> <li>• Confirm</li> </ul> <p data-bbox="418 968 1369 1052">The Primary Information, Contact Information, Proof of Identity, Proof of Identity, Income Details, Account Info, Employment and Loan Requirements steps can be moved to customize the workflow.</p>

- 
4. Select the step to be moved,
  5. Click and drag the same in the area where it needs to be placed.
  6. Click **Save** to save the transaction.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate to the 'Dashboard'.  
OR  
Click **Show Default Flow** to view the default workflow for the product.
  7. The **Product Configuration - Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
OR  
Click **Cancel** to cancel the transaction.
  8. The success message appears along with the transaction reference number and status of transaction.  
Click **OK** to complete the transaction.

## 41.4 Product Configuration - View Custom Workflow

Using this option Bank Administrator can view the workflow definition created by them.

### To view the custom workflow:

1. From the **Product** list, select the appropriate product.
2. In the **Action** column against the custom workflow, click **View**. The **Product Configuration - View** screen appears.

### Product Configuration - View Custom Workflow

The screenshot displays the 'Product Configuration - View Custom Workflow' interface. At the top, the ZigBank logo and navigation icons are visible. The main content area is divided into two sections: 'Custom View' and 'Product Flow'.

**Custom View**

Product Class	Loans
Product	Payday Loans
Flow Type	Custom

**Product Flow**

Custom Flow Show Default Flow

- Orientation Screen
- Income Information
- Primary Information
- Employment Information
- Requirement Screen
- Account Information
- Identification Information
- Contact Information
- Review Screen
- Confirmation Screen

At the bottom of the screen, there are three buttons: **Cancel**, **Edit**, and **Back**.

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## Field Description

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

---

**Product Class** Product class as selected in the previous screen is displayed.

**Product** Product name as selected in the previous screen is displayed.

**Flow Type** The flow type for the product as selected in the previous screen is displayed.

**Product Flow** Displays the custom workflow defined for the selected product with the following steps is displayed:

- Portal page
- State Pop-up
- Orientation Page
- Primary Information
- Contact Information
- Proof of Identity
- Income Details
- Account Info
- Employment
- Loan Requirements
- Review and Submit
- Confirm

The Primary Information, Contact Information, Proof of Identity, Proof of Identity, Income Details, Account Info, Employment and Loan Requirements steps can be moved to customize the workflow.

- 
3. Click **Edit** to edit the workflow configuration. The **Product Configuration - Edit** screen appears.  
OR  
Click **Show Default Flow** to view the default workflow for the product.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate to the 'Dashboard'.

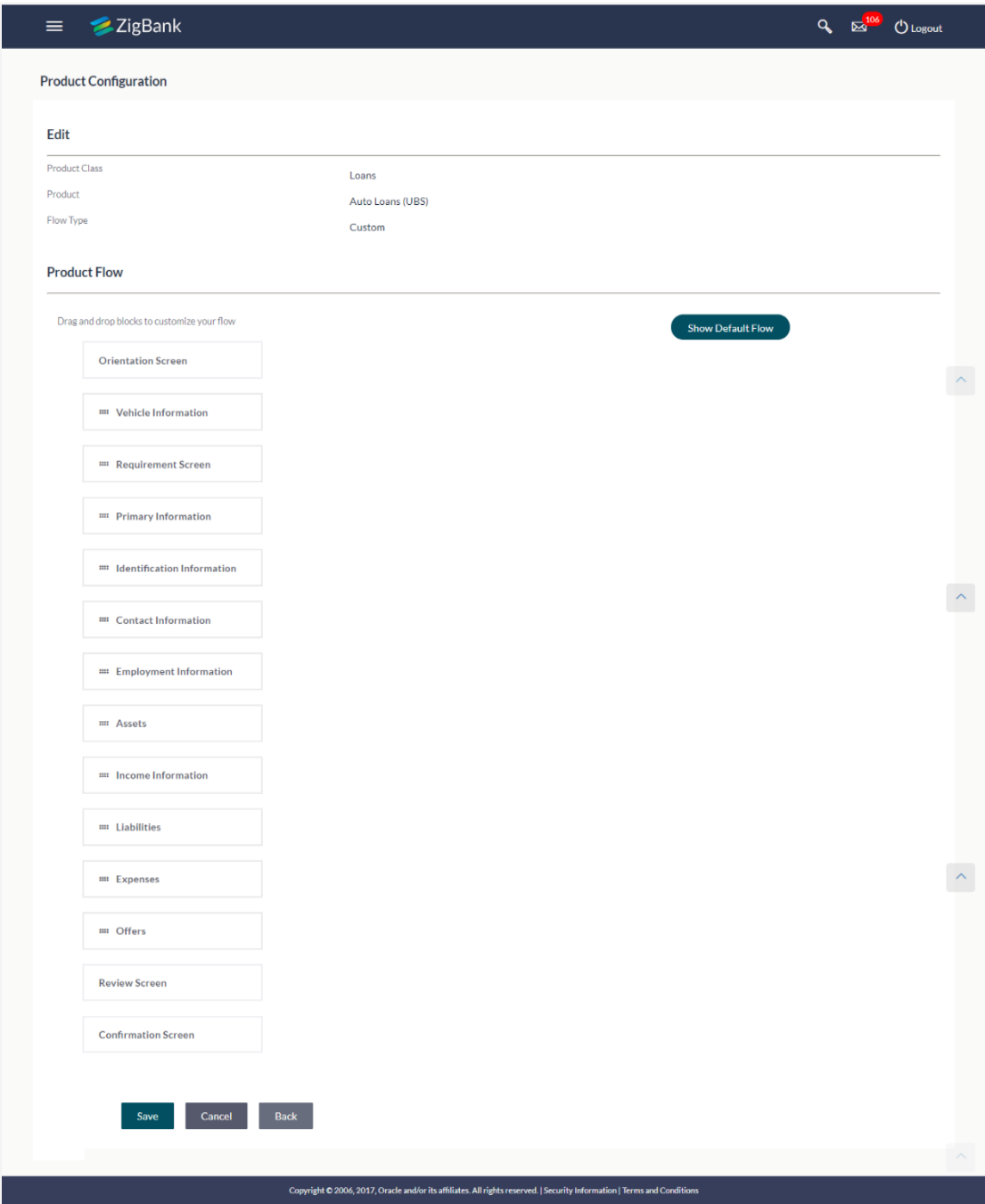
## 41.5 Product Configuration - Edit

If the custom workflow defined for a product does not suit the business needs, then bank administrator can edit the defined custom workflow. To edit custom workflow, bank admin will need to follow the steps mentioned below:

### To edit the product configuration:

1. From the **Product** list, select the appropriate product.
2. In the **Action** column, click **View against the Custom Workflow option**. The **Product Configuration - View** screen appears.
3. Click **Edit** to edit the workflow configuration. The **Product Configuration - Edit** screen appears.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate to the 'Dashboard'.

### Product Configuration - Edit



### Field Description

**Field Name**    **Description**

---

<b>Product Class</b>	Product class as selected in the previous screen is displayed.
----------------------	--

---

<b>Field Name</b>	<b>Description</b>
<b>Product</b>	Product name as selected in the previous screen is displayed.
<b>Flow Type</b>	The flow type for the product as selected in the previous screen is displayed.
<b>Product Flow (Default)</b>	<p>Displays the default workflow defined for the selected product with the following steps:</p> <ul style="list-style-type: none"><li>• Portal page</li><li>• State Pop-up</li><li>• Orientation Page</li><li>• Primary Information</li><li>• Contact Information</li><li>• Proof of Identity</li><li>• Income Details</li><li>• Account Info</li><li>• Employment</li><li>• Loan Requirements</li><li>• Review and Submit</li><li>• Confirm</li></ul> <p>This will be displayed if <b>Show Default Flow</b> button has been clicked.</p>

---

Field Name	Description
<b>Product Flow (Custom)</b>	<p>Displays the custom workflow defined for the selected product with the following steps:</p> <ul style="list-style-type: none"> <li>• Portal page</li> <li>• State Pop-up</li> <li>• Orientation Page</li> <li>• Primary Information</li> <li>• Contact Information</li> <li>• Proof of Identity</li> <li>• Income Details</li> <li>• Account Info</li> <li>• Employment</li> <li>• Loan Requirements</li> <li>• Review and Submit</li> <li>• Confirm</li> </ul> <p>The Primary Information, Contact Information, Proof of Identity, Proof of Identity, Income Details, Account Info, Employment and Loan Requirements steps can be moved to customize the workflow.</p>

4. Select the step to be moved.
5. Click and drag the same in the area where it needs to be placed.
6. Click **Save** to save the transaction.  
OR  
Click **Back** to navigate to previous screen.  
OR  
Click **Cancel** to cancel the transaction and navigate to the 'Dashboard'.  
OR  
Click **Show Default Flow** to view the default workflow for the product.
7. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Edit** to make the changes if any.  
OR  
Click **Cancel** to cancel the transaction.
8. The success message appears along with the transaction reference number and status of transaction.  
Click **OK** to complete the transaction.

[Home](#)

## 42. My Profile

Using this option, the bank administrator can view his profile details. Details that can be viewed include user name, last login time, email id, phone number, and date of birth and address of the user.

### Pre-requisites

User must have a valid Login credentials

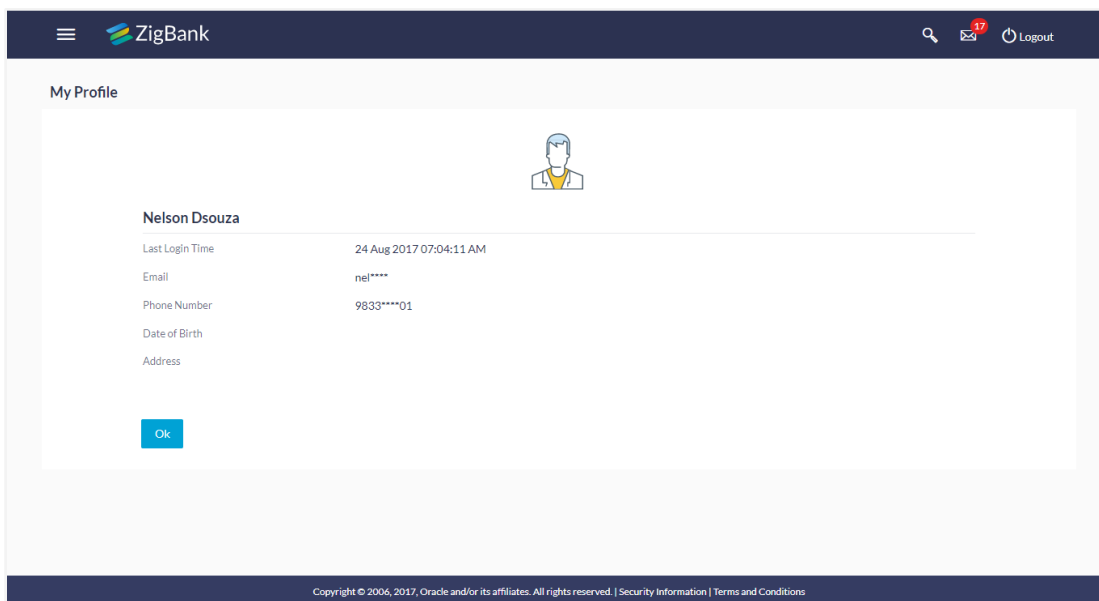
### Features Supported In Application

- View the profile details of bank administrator user

### How to reach here:

*Administrator Dashboard > Toggle Menu > My Profile*

### Profile



### Field Description

Field Name	Description
<b>User Name</b>	First name and last name of the logged in user.
<b>Last Login Time</b>	The date and time of the last login of the user.
<b>Email</b>	Email id of the user, in masked format.
<b>Phone Number</b>	The mobile number of the user, in masked format.

Field Name	Description
<b>Date of Birth</b>	Date of birth of the user.
<b>Address</b>	Address of the user.

1. Click **OK** to navigate to the previous screen.

## **FAQs**

1. **Can the bank administrator user edit his profile information?**

No, the bank administrator user cannot edit his profile information; he can only view the profile details.

[Home](#)

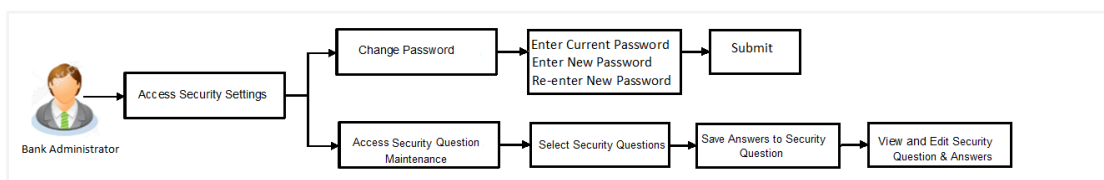
## 43. Security Settings

Security settings features are the second layer authentication mechanism provided by bank to its customers for increased protection against threats. This features protects the application from unauthorized access, modification, analysis or exploitation. The security settings include changing of password and setting of security questions.

### Pre-requisites

- User must have a valid Login credentials
- Transaction access is provided to Bank Administrator
- Approval rule set up for system administrator to perform the actions

### Workflow



### Features supported in application

The Security Settings maintenance allow the Bank Administrator to:

- Changing of old password to new Password
- Set Security Questions
- View Security Questions
- Edit Security Questions

### How to reach here:

*Administrator Dashboard > Toggle Menu > Security Settings*

### 43.1 Change Password

This feature allows the Bank Administrator to change their password.

### How to reach here:

*Administrator Dashboard > Toggle Menu > Security Settings > Change Password*



## Change Password

Security Settings

Change Password    Set Security Question

Please change your password for security reasons.

Current Password  
 .....

New Password  
 .....

Re-enter Password  
 .....

Submit    Cancel

**Password Conditions**

- ✓ Have 6 to 16 characters
- ✓ Must include upper case, lower case, numbers, and special characters
- ✓ Have at least 1 uppercase letter(s), 1 lowercase letter(s), 1 number(s), and 1 special character (@,#,\$)
- ✓ Not contain identical (aaa) and consecutive (abc) characters more than 4
- ✓ Not be a common password

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### Field Description

Field Name	Description
<b>Old Password</b>	Old password for channel access.
<b>New Password</b>	New password for channel access.
<b>Re-enter Password</b>	Re-enter the new password to confirm.

### To reset the password:

1. In the **Old Password** field, enter the password.
2. In the **New Password** field, enter the password.  
(See Password Condition section on the application screen to view the policy of setting a new password.)
3. In the **Re-enter Password** field, re-enter the password.
4. Click **Submit**.  
OR  
Click **Cancel** to cancel the transaction.
5. The success message of changing the password appears. Click **Login** on confirmation screen to log in to the application.

**Note:** Password Conditions gets highlighted in green if the user's password is meeting the Password Policy criteria and similarly in Red if the password is not as per the Password Policy maintained.

## 43.2 Set Security Questions

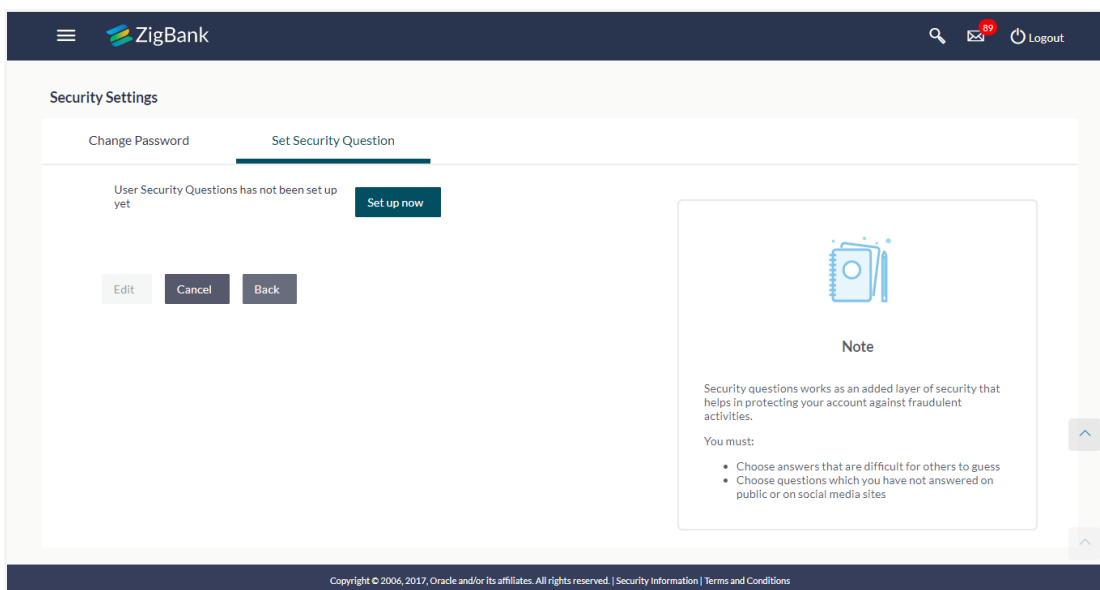
Application allows the system administrator user to set up security questions, which will then be used as another layer of security (Over & above the Login credentials), before a user (Retail/ Corporate/ Administrator) can complete transactions through the internet channel.

Through the Manage Security Questions functionality, the administrator user can create and modify security questions. He / She can add the security questions, if required.

### How to reach here:

*Administrator Dashboard > Toggle Menu > Security Settings > Set Security Question*

### Set Security Questions



### To set up security questions:

**Note:** Since security questions have not been set-up by the user, message will be displayed "Security Questions are not set up yet".

1. Click **Set up now** to set-up security questions. The **User Security Question** screen appears.

## User Security Question

The screenshot shows the 'User Security Question' interface in the ZigBank app. It features a list of five security questions, each with a dropdown arrow and a corresponding answer field. The questions and answers are:

- Security Question 1: In which state were you born? Answer: Maharashtra
- Security Question 2: Who is your favorite player? Answer: Ronaldo
- Security Question 3: Which is your favorite browser? Answer: Google Chrome
- Security Question 4: Who was your childhood hero? Answer: Phantom
- Security Question 5: What is your favorite color? Answer: Grey

A 'Note' box on the right side of the screen contains the following text:

**Note**

Security questions works as an added layer of security that helps in protecting your account against fraudulent activities.

You must:

- Choose answers that are difficult for others to guess
- Choose questions which you have not answered on public or on social media sites

At the bottom of the form, there are three buttons: 'Save', 'Cancel', and 'Back'. The footer of the page reads: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

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

#### User Security Questions

<b>Security Question</b>	Questions available for selection to add to the set.
--------------------------	--

<b>Answer</b>	The answers corresponding to the security question.
---------------	---

- From the **Security Questions** list, select the appropriate security question to be added in set.
- In the **Answers** field, enter the answers corresponding to the security question.
- Click **Save** to save the changes made.  
OR  
Click **Cancel** to cancel the operation and navigate back to '**Dashboard**'.  
OR  
Click **Back** to go back tom previous screen.
- The **User Security Question – Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Back** to make the changes if any.

The **User Security Question – Edit** screen with values in editable form screen appears.

OR

Click **Cancel** to cancel the operation and navigate back to '**Dashboard**'.

6. The success message appears status of transaction.

Click **OK** to complete the transaction and navigate back to '**Dashboard**'.

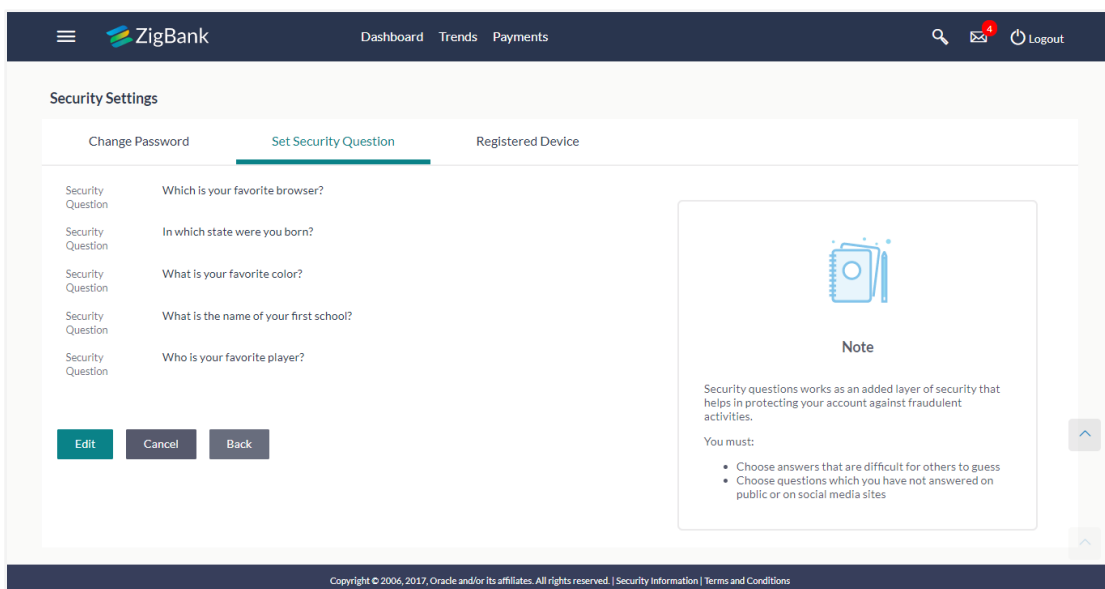
### 43.2.1 View Security Questions

On accessing 'Manage Security Questions' option, system displays the existing security questions already maintained if any.

**To view the existing t security questions maintenance:**

1. Navigate to **Set Security Questions** screen, **Set Security Question- View** screen appears.

#### User security questions - View



#### Field Description

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

#### User Security Questions- View

<b>User ID</b>	User ID of the logged in user.
----------------	--------------------------------

<b>Security Questions</b>	The list of security question, which is the existing set, for the user
---------------------------	--

2. Click **Edit** to make the changes if any. The **User Security Question – Edit** screen with values in editable form appears.

OR

Click **Cancel** to cancel the operation and navigate back to '**Dashboard**'.

OR

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

## 43.2.2 User Security Question - Edit

Bank Administrator can modify existing maintenance for security questions. Administrator is allowed to add security questions but cannot delete the existing questions.

### To edit the security questions set:

1. Click **View** to view the security questions already set. The **User security questions – View** screen appears.
2. Click **Edit**. The **User security questions - Edit** screen with values in editable form screen appears.

### User security questions - Edit

The screenshot displays the 'User Security Question - Edit' interface. It features a dark blue header with the ZigBank logo and navigation links for 'Dashboard', 'Trends', and 'Payments'. On the right side of the header, there are icons for search, notifications (with a red '4' badge), and a 'Logout' button. The main content area is titled 'User Security Question' and contains a list of five security questions, each with its answer displayed below it. The questions and answers are:

- Security Question 1: Which is your favorite browser? Answer 1: Google Chrome
- Security Question 2: In which state were you born? Answer 2: Maharashtra
- Security Question 3: What is your favorite color? Answer 3: Grey
- Security Question 4: What is the name of your first school? Answer 4: Mt. Carmel
- Security Question 5: Who is your favorite player? Answer 5: Ronaldo

To the right of the list is a 'Note' box with a blue icon of a notepad. The note text reads: 'Security questions works as an added layer of security that helps in protecting your account against fraudulent activities. You must:' followed by two bullet points: 'Choose answers that are difficult for others to guess' and 'Choose questions which you have not answered on public or on social media sites'. At the bottom of the screen, there are three buttons: 'Save' (green), 'Cancel' (grey), and 'Back' (grey). A footer at the very bottom contains the copyright notice: 'Copyright © 2006, 2017, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

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

### User Security Questions- Edit

<b>Questions</b>	The list of security question, which is the existing set, for the user.
------------------	---

Field Name	Description
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<b>Answer</b>	The answers corresponding to the security question.
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3. From the **Security Questions** list, view the existing questions. Modify if required.
4. In the **Answers** field, enter the answers corresponding to the security question.
5. Click **Save** to save the changes made.  
OR  
Click **Cancel** to cancel the operation and navigate back to '**Dashboard**'.  
OR  
Click **Back** to go back to the previous screen.
6. The **User Security Question– Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Back** to make the changes if any.  
OR  
Click **Cancel** to cancel the operation and navigate back to '**Dashboard**'.
7. The **User Security Question– Edit** screen with values in editable form screen appears.  
OR  
Click **Cancel** to cancel the operation and navigate back to '**Dashboard**'.  
The success message of security question setup appears along with the transaction reference number.  
Click **OK** to complete the transaction and navigate back to 'Dashboard'.

## FAQs

### 1. Can I delete the existing security questions?

No, you can add more questions, but cannot delete the existing questions.

### 2. How many questions will be asked to the user as layer of security?

Number of questions to be asked shall be defined while defining 'Authentication' pattern using 'Authentication' maintenance.

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