

Oracle Banking Digital Experience

**FCUBS Originations Current Account User Manual
Release 19.1.0.0.0**

Part No. F18558-01

May 2019

ORACLE®

Oracle Financial Services Software Limited

Oracle Park

Off Western Express Highway

Goregaon (East)

Mumbai, Maharashtra 400 063

India

Worldwide Inquiries:

Phone: +91 22 6718 3000

Fax: +91 22 6718 3001

www.oracle.com/financialservices/

Copyright © 2019, Oracle and/or its affiliates. All rights reserved.

Oracle and Java are registered trademarks of Oracle and/or its affiliates. Other names may be trademarks of their respective owners.

U.S. GOVERNMENT END USERS: Oracle programs, including any operating system, integrated software, any programs installed on the hardware, and/or documentation, delivered to U.S. Government end users are "commercial computer software" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, use, duplication, disclosure, modification, and adaptation of the programs, including any operating system, integrated software, any programs installed on the hardware, and/or documentation, shall be subject to license terms and license restrictions applicable to the programs. No other rights are granted to the U.S. Government.

This software or hardware is developed for general use in a variety of information management applications. It is not developed or intended for use in any inherently dangerous applications, including applications that may create a risk of personal injury. If you use this software or hardware in dangerous applications, then you shall be responsible to take all appropriate failsafe, backup, redundancy, and other measures to ensure its safe use. Oracle Corporation and its affiliates disclaim any liability for any damages caused by use of this software or hardware in dangerous applications.

This software and related documentation are provided under a license agreement containing restrictions on use and disclosure and are protected by intellectual property laws. Except as expressly permitted in your license agreement or allowed by law, you may not use, copy, reproduce, translate, broadcast, modify, license, transmit, distribute, exhibit, perform, publish or display any part, in any form, or by any means. Reverse engineering, disassembly, or decompilation of this software, unless required by law for interoperability, is prohibited.

The information contained herein is subject to change without notice and is not warranted to be error-free. If you find any errors, please report them to us in writing.

This software or hardware and documentation may provide access to or information on content, products and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third-party content, products, and services. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third-party content, products, or services.

Table of Contents

1. Preface.....	4
1.1 Intended Audience	4
1.2 Documentation Accessibility	4
1.3 Access to Oracle Support	4
1.4 Structure.....	4
1.5 Related Information Sources.....	4
2. Transaction Host Integration Matrix.....	5
3. Current Account Application	6
3.1 Offer List.....	8
3.2 Orientation Page	9
3.3 Applicant Profile Details	10
3.4 Primary Information	11
3.5 Proof of Identity	12
3.6 Contact Information.....	14
3.7 Employment Information	17
3.8 Features and Specifications.....	18
3.9 Fund Your Account	20
3.10 Document Upload	22
3.11 Review and Submit	23
3.12 Submitted Application - Confirmation.....	27
3.13 Register User	28
3.14 Cancel an Application	32
3.15 Save for Later.....	34
3.16 Existing User	36
4. Application Tracker.....	37
4.1 Submitted Application – Current Account	38
4.2 Current Account Application Tracker Details	41
4.3 Documents	42

1. Preface

1.1 Intended Audience

This document is intended for the following audience:

- Customers
- Partners

1.2 Documentation Accessibility

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

1.3 Access to Oracle Support

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

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

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

1.4 Structure

This manual is organized into the following categories:

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

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

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

Each transaction is explained in the following manner:

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

1.5 Related Information Sources

For more information on Oracle Banking Digital Experience Release 19.1.0.0.0, refer to the following documents:

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

2. Transaction Host Integration Matrix

Legends

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

Sr No.	Transaction Name / Function Name	Oracle FLEXCUBE Core Banking 11.7.0.0.0	Oracle FLEXCUBE Universal Banking 14.2.0.0.0	Oracle FLEXCUBE Universal Banking 14.3.0.0.0
1	Current Account Application Submission	✗	✓	✓

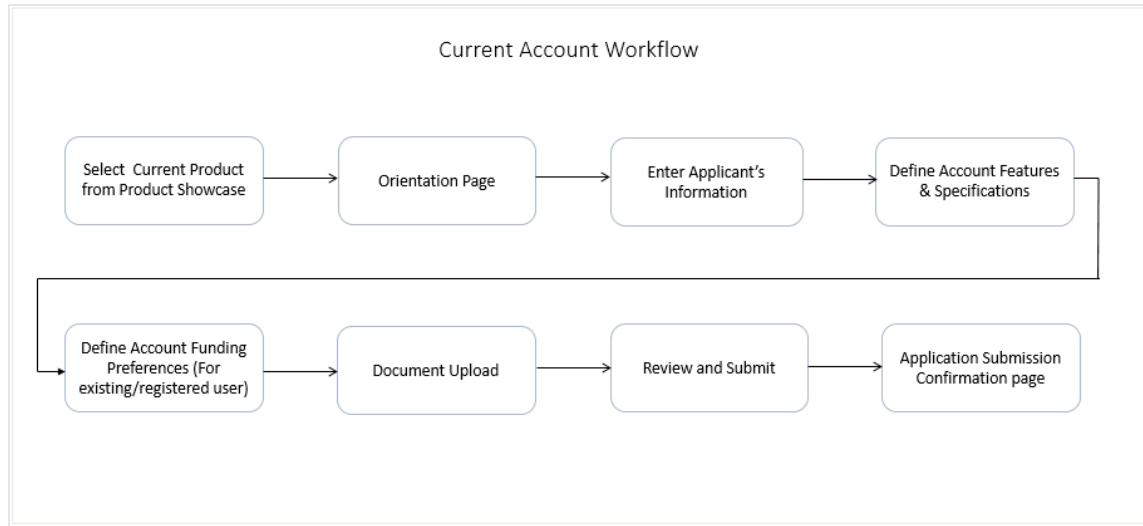
3. Current Account Application

A current account is a deposit account held at a financial institution that allows withdrawals and deposits. They are also called as demand accounts and can be accessed using checks, automated teller machines and electronic debits.

Current accounts can include business accounts, student accounts and joint accounts, along with many other types of accounts that offer similar features. The current account application has been created so as to enable customers to apply for a current account by providing minimal personal details. As an applicant, you are also provided with the option to customize your account by adding features such as a debit card, cheque book, etc.

The application tracker has been built so as to enable tracking of the application once it is submitted. The application tracker also enables the applicant to retrieve and complete an application that has been saved.

Current Account Application Workflow



Following are the steps involved in the account application submission:

- **Applicant Information:** The applicant information sections consist of details such as basic personal information, identity, contact, and employment information of the applicant.
- **Features & Specifications:** In this section, you can customize your account by defining your preferences related to features provided against the account including debit card, cheque book and account statement.
- **Account Funding:** This section is enabled for existing customers i.e. for an applicant who has previously applied for and holds an account with the bank. As an existing customer, you will be provided with the option to fund the account you are applying for, through own account transfer i.e. you can select any of your existing current or savings accounts by which to fund the initial deposit of the new account.
- **Document Upload:** You might be required to provide documents supporting various proofs i.e. proof of identity, address proof, etc. that you have defined as part of the application. This feature enabled you to upload documents supporting these proofs. You can upload multiple documents against a document type.

- **Review and Submit:** This section displays the summary of the application. You can verify details submitted as part of the application and can modify information if required.
- **Confirmation:** This section displays a message confirming that the application has been submitted along with details on and additional steps that might be required to be taken by the applicant or the bank.

All the sections defined above, apart from Review and Submit and Confirmation, will be displayed in the order defined specifically for Current Account applications by the bank administrator in the workflow configuration screen.

Note: The process type used for integration with UBS is BPEL.

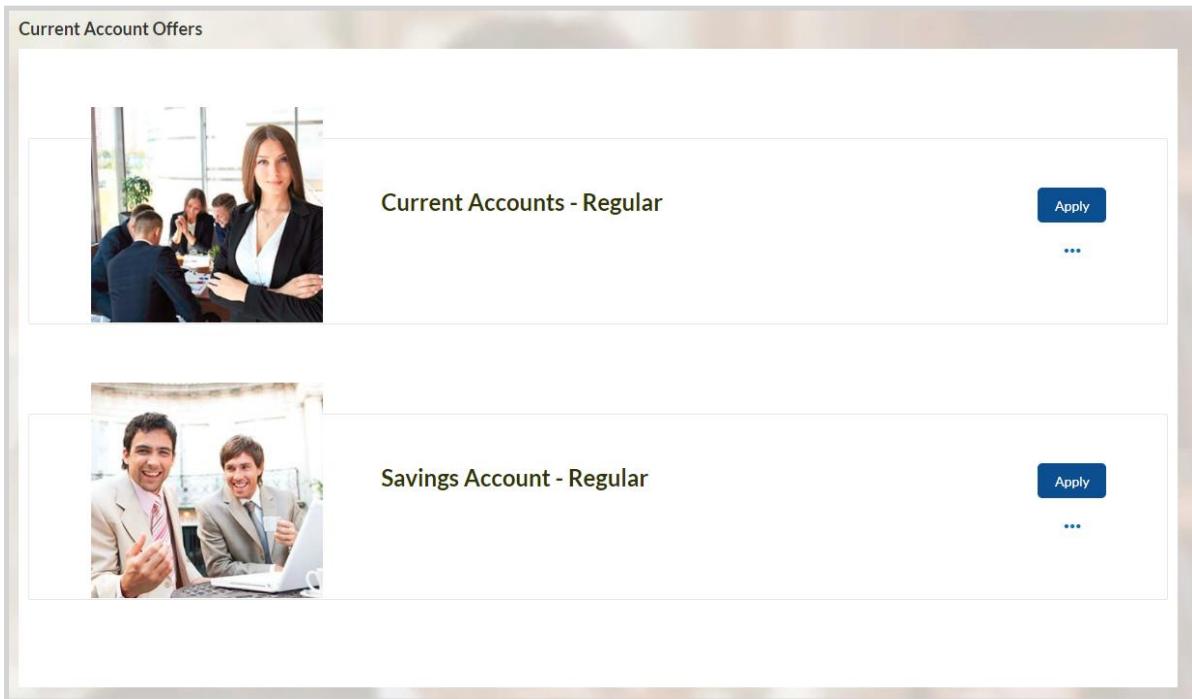
How to reach here:

Dashboard > Current Accounts

To apply for a current account

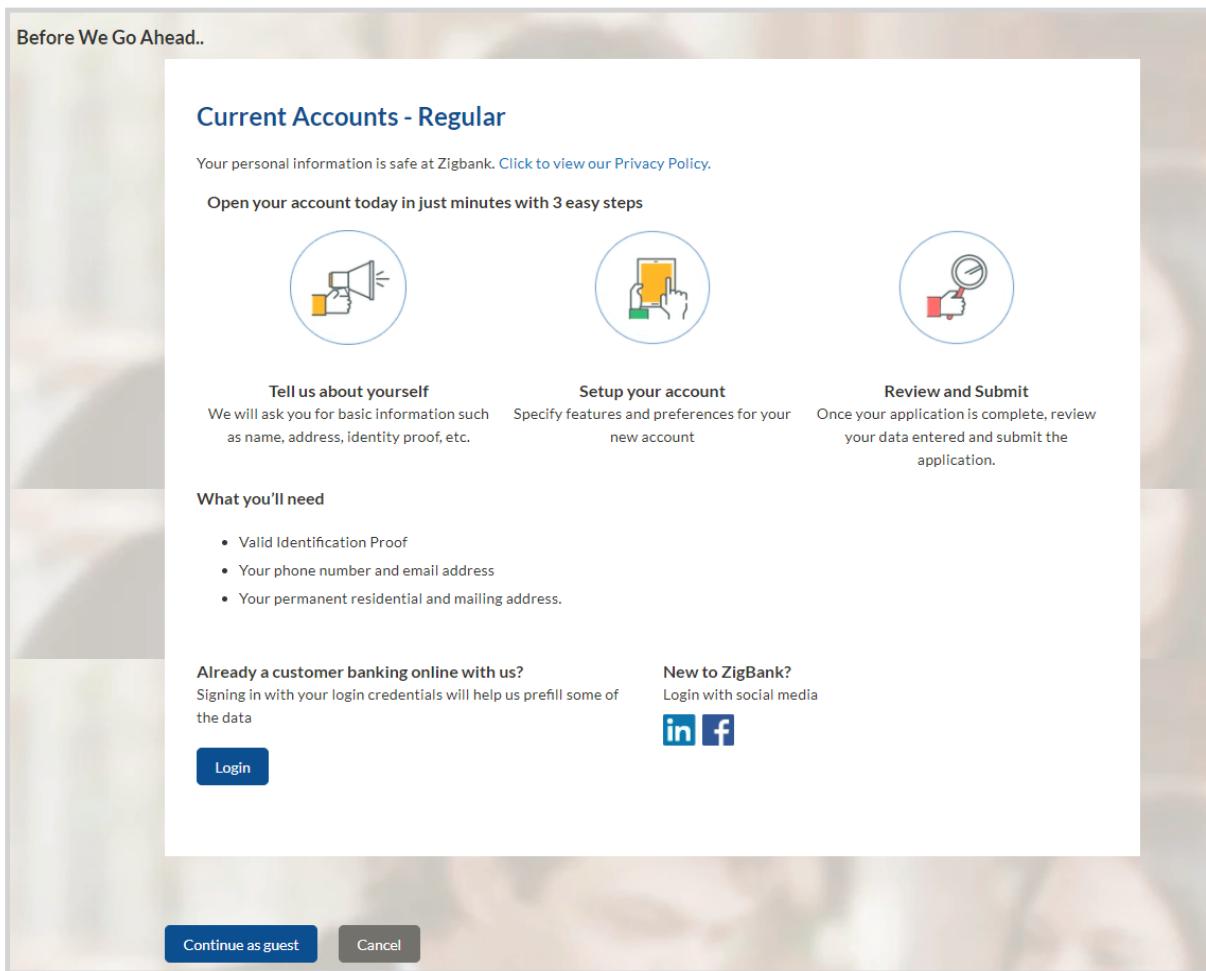
- Select Current Account on the product showcase screen. A screen containing all the offers available under the selected current account product is displayed.

3.1 Offer List



- Click on the **Apply** option available on the desired offer card. The **Orientation** screen of the specific current account offer is displayed containing details informing the applicant about the steps involved in the application, details required for application and eligibility criteria.

3.2 Orientation Page



- Click **Continue as guest**, if you are a new/unregistered user.
OR
Click **Login** if you are an existing/registered user. For more information on the application of an existing user, view the **Existing User** section.
OR
Click **Cancel** to abort the application process.
- The section defined as the first in the workflow configuration screen will be displayed.

3.3 Applicant Profile Details

You Are Applying For Current Accounts - Regular

	Primary Information	>
	Contact Information	>
	Employment Information	>
	Proof of Identity	>
	Features and Specifications	>

Continue Cancel Save for Later

- The sections of the application form are displayed on this page. You can start entering information in each section starting with the first section that is displayed first depending on the workflow configuration maintained by the bank administrator for current account applications.

3.4 Primary Information

Your personal information is safe at Zigbank. [Click to view our Privacy Policy.](#)

Salutation	Mr
First Name	John
Middle Name (optional)	A
Last Name	Smith
Date of Birth	15 Nov 1990
Gender	Male
Marital Status	Single
Dependents	0
Nationality ?	AUSTRALIA
Permanent Resident	<input type="button" value="Yes"/> <input type="button" value="No"/>
<input type="button" value="Continue"/>	

Field Description

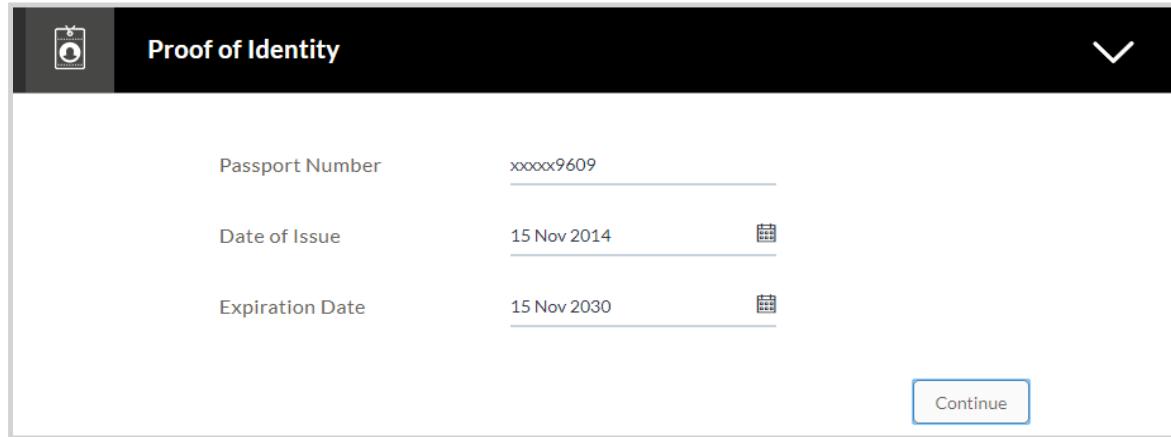
Field Name	Description
Salutation	Select the salutation/title of applicant. Examples of salutation are Mr., Mrs., Dr. etc.
First Name	Enter your first name.
Middle Name	Enter your middle name. This field is optional.
Last Name	Enter your last name.
Date of Birth	Specify your date of birth. The system validates your date of birth so as to identify whether you have attained age of majority.

Field Name	Description
Gender	Select your gender.
Marital Status	Select the applicable marital status from the list. The options are: <ul style="list-style-type: none"> • Married • Remarried • Divorced • Single • Separated • Spouse Expired
Dependents	Specify the number of people dependent on you.
Nationality	Select your country of nationality.
Permanent Resident	Specify whether you are a permanent resident in the country in which you are applying for the account.

- Click **Continue**. The next section is displayed.

3.5 Proof of Identity

In this section specify details of your passport that can serve as proof of identity. The details include your passport number, the date of issue and expiration date.



Proof of Identity

Passport Number	xxxxx9609
Date of Issue	15 Nov 2014
Expiration Date	15 Nov 2030

Continue

Field Description

Field Name	Description
Passport Number	Enter your passport number.
Issue Date	Enter the date on which your passport is issued. This date can be found printed on your passport.
Expiration Date	Enter the date on which your passport will expire. This date can be found printed on your passport.

- Click **Continue** to save the identification information.
- The next section is displayed.

3.6 Contact Information

In the contact information section enter contact details encompassing your email address, phone numbers and permanent residential address as well as mailing address.

Contact Information

Email

Email

Please confirm your email ID

Phone Number

Phone Type

Phone Number

Add an additional phone number?

Permanent Residence

Country

Address Line 1

Address Line 2 (optional)

City

Zip Code

Accommodation Type

Is your mailing address the same as above?

Field Description

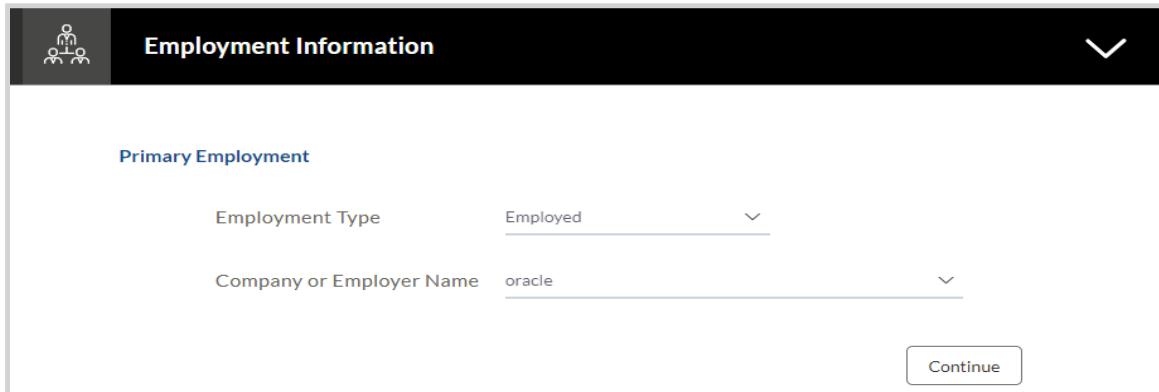
Field Name	Description
Email	
Email	Enter your email address.
Please confirm your email ID	Re-enter your email ID to confirm the same.
Phone Number	
Phone Type	Select the phone number type that you want to define. The options are: <ul style="list-style-type: none"> • Personal Mobile • Personal Landline • Work Landline
Phone Number	Enter your phone number corresponding to the selected phone type.
Add an additional phone number?	You can select Yes if you want to add an additional phone number. It is not mandatory to add an additional phone number.
Phone Type	Type of phone number that is being added. The options available will be all the phone types other than the one selected in the previous phone type field. This field is displayed if you select Yes in the Add an additional phone number field.
Phone Number	Enter the phone number corresponding to the selected phone type.
Permanent Residence	
Country	Enter the name of the country in which you reside on a permanent basis.
Address 1-2	Enter your Address details.
City	Enter the name of the city in which you reside on a permanent basis.
Zip Code	Enter your zip code.

Field Name	Description
Accommodation Type	The type of accommodation in which you reside on a permanent basis.
	The accommodation types are:
	<ul style="list-style-type: none"> • Self own • Company Provided • Other
Is your mailing address the same as above?	Specify whether your mailing address is same as that of your permanent address. If you select option No , you will be required to enter your mailing address.
Mailing Address	
	This following fields appear if you select the option No against the Is your mailing address the same as above? field.
Country	Select the country of your mailing address.
Address Line 1-2	Enter details of your mailing address.
City	Enter the name of the city of mailing address.
Zip Code	Enter the zip code of your mailing address.

- Click **Continue** to save the contact information.
- The next section is displayed.

3.7 Employment Information

In this section enter details of your current employment.



Employment Information

Primary Employment

Employment Type: Employed

Company or Employer Name: oracle

Continue

Field Description

Field Name	Description
Employment Type	<p>Select the type of your current primary employment.</p> <p>The types are:</p> <ul style="list-style-type: none"> • Full Time Permanent • Full Time Temporary • Part Time • Self Employed • Retired Pensioned • Retired Non Pensioned • Unemployed • Other
Company or Employer Name	<p>Select the name of the company or firm at which you are employed.</p> <p>This field is displayed if you have selected Full Time Permanent, Full Time Temporary, Employed, Part Time or Self Employed from the Employment Type list.</p> <ul style="list-style-type: none"> • Click Continue to save the employment information. • The next section is displayed.

3.8 Features and Specifications

This section enables you to enhance the features of the account you are applying for. You are able to specify options regarding debit card, cheque book and account statement.

Debit Card Yes No

Name on Card John

Card Type Gold Debit Card product

Cheque Book Yes No

Number of Leaves Cheque Book with 50 Leaves

Account Statement Yes No

Statement Frequency Monthly

Continue

Field Description

Field Name	Description
Debit Card	<p>This option enables you to specify whether you would like to avail of the debit card facility or not. This option will be enabled only if this feature is provided for the current account offer you are applying for.</p> <p>The options available for selection are Yes and No.</p>
Name on Card	<p>Enter your name as you would like it embossed on the card.</p> <p>This field is enabled only if you select the Yes against the Debit Card field.</p>
Card Type	<p>Select the type of debit card you would prefer from the list of different debit card types on offer by the bank for the specific current account.</p> <p>This field is enabled only if you select the option Yes against the Debit Card field.</p>

Field Name	Description
Cheque Book	<p>This option enables you to specify whether you would like to apply for a cheque book or not. This option will be enabled only if this feature is provided for the current account offer you are applying for.</p>
	<p>The options are Yes and No.</p>
Number of Leaves	<p>Select the number of leaves you would like your cheque book to have.</p>
	<p>This field is enabled only if you select the option Yes against the Cheque Book field</p>
	<p>This options are:</p>
	<ul style="list-style-type: none"> • Cheque book with 10 leaves. • Cheque book with 20 leaves. • Cheque book with 50 leaves. • Cheque book with 100 leaves.
Account Statement	<p>This option enables you to specify whether you would like to receive regular account statements. This option will be enabled only if this feature is provided for the current account offer you are applying for.</p>
	<p>The options are Yes and No.</p>
Statement Frequency	<p>Select the frequency at which you would like to receive account statements.</p>
	<p>The options are:</p>
	<ul style="list-style-type: none"> • Semi-Annual • Quarterly • Monthly • Annual • Fortnightly • Weekly • Daily

- Click **Continue**.
The next section is displayed.

3.9 Fund Your Account

This section is part of the application if you are an existing (registered) user. In this section, you are required to specify the options by which to fund your account. You can either select any existing savings or current account that you hold with the bank or can also opt to fund the account later.

Your Funding Source
Specify how you will make your opening deposit

I will transfer funds from another account with the bank.

Initial Deposit Amount
£0.00 minimum

Account Number ▼

I will fund my account later.

Continue

Field Description

Field Name	Description
Please select your method of payment	<p>Indicates the option to fund your account.</p> <p>The account funding options are:</p> <ul style="list-style-type: none"> • I will transfer funds from another account with the bank • I will fund my account later
Initial Deposit Amount	<p>The amount you wish to have deposited in your account.</p> <p>This field appears if you select the option, I will transfer funds from another account with the bank.</p> <p>You are not required to specify this amount if you select the option I will fund my account later.</p>

Field Name	Description
Account Number	Select this option if you wish to transfer funds from your savings or current account held with the bank. This field appears if you select the option, I will transfer funds from another account with the bank.

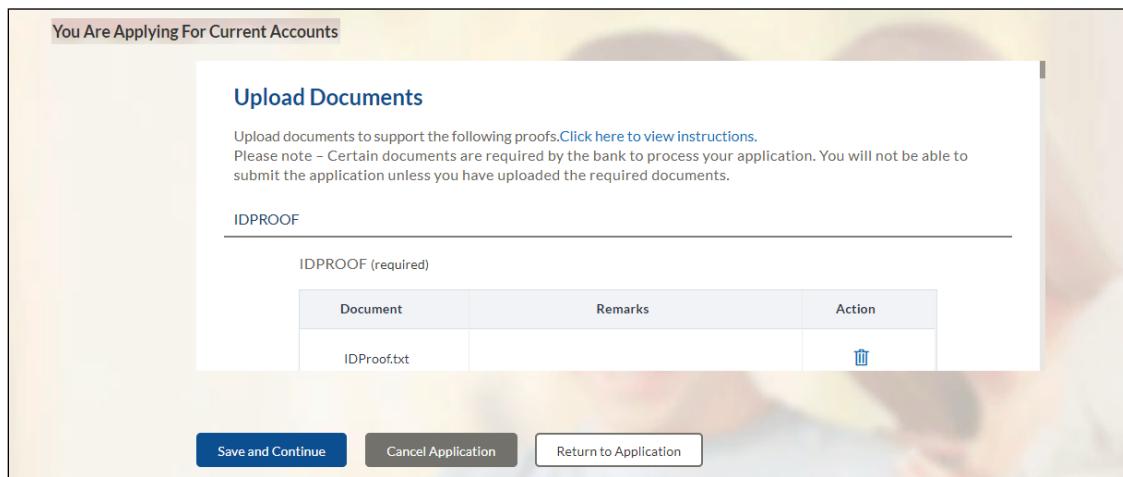
3.10 Document Upload

Through this screen you can upload documents serving as various proofs which are required for the processing of your application. You can navigate to this screen by selecting the provided icon on the application.

To upload a document:

- Click on the  link.
- Click on the Attach Document link provided against a document type in order to upload the supporting document.

Document Upload



You Are Applying For Current Accounts

Upload Documents

Upload documents to support the following proofs. [Click here to view instructions.](#)
Please note – Certain documents are required by the bank to process your application. You will not be able to submit the application unless you have uploaded the required documents.

IDPROOF

Document	Remarks	Action
IDProof.txt		

Save and Continue **Cancel Application** **Return to Application**

Field Description

Field Name	Description
Attach Document	On selecting this link, the browse option is opened, by which you can select the required file to upload.
<ul style="list-style-type: none"> Click Save and Continue to upload the attached documents and to continue with the application process. 	

3.11 Review and Submit

All the information that you have entered in the application is displayed on the Review and Submit screen. You can verify that all the information provided by you is correct and make any changes if required.

You Are Applying For Current Accounts - Regular

Please review your information before submitting your application.

Primary Information	
Name	Mr John A Smith
Date of Birth	15 Nov 1990
Gender	Male
Marital Status	Single
Number of Dependents	0
Nationality	AUSTRALIA

Proof of Identity

Proof of Identity	
Type of Identification	Passport
ID Number	xxxxx9609
Date of Issue	15 Nov 2014
Expiration Date	15 Nov 2030

Contact Information

	Contact Information	
Email		
Email	john@ofss.com	
Phone Number		
Primary Phone Number	Personal Mobile: 1-5842054048	
Permanent residence		
Accommodation Type	I own this home	
Address	A2, ABB Towers, Sydney AU 444001	

Employment Information

	Employment Information	
Primary Employment		
Employment Type	Employed	
Company or Employer Name	oracle	

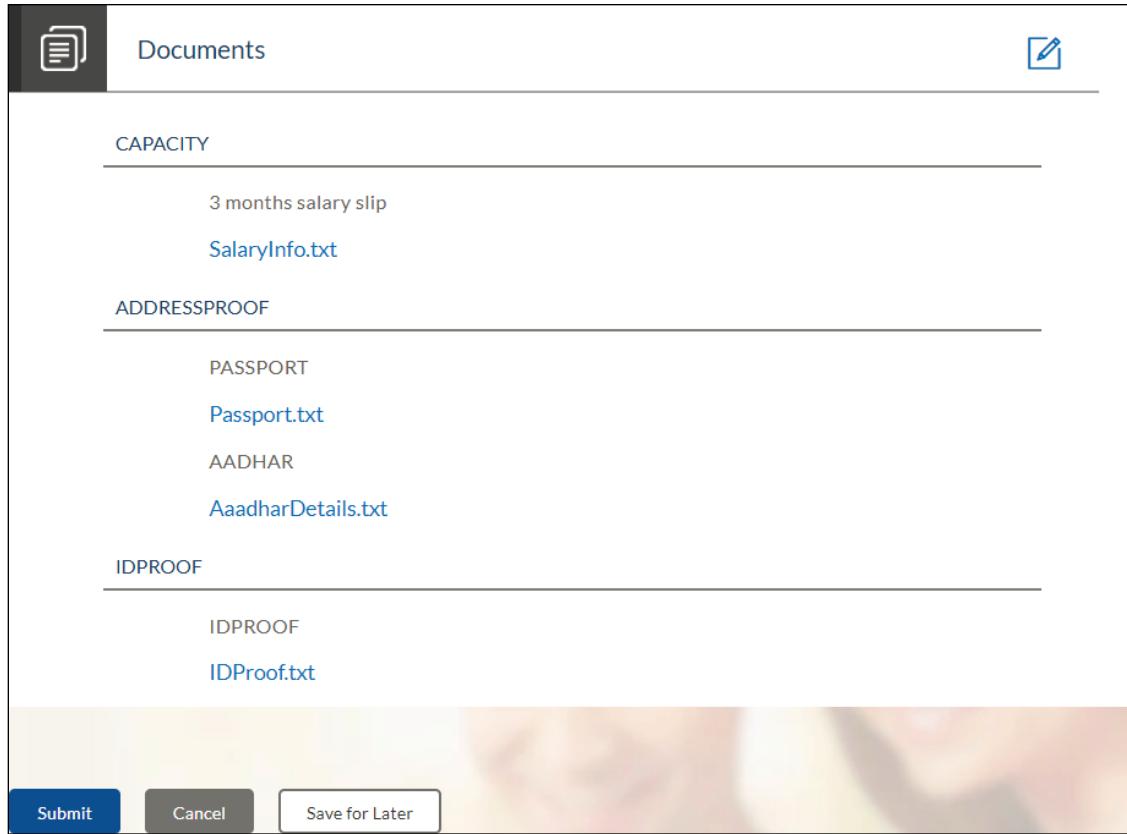
Features and Specifications

Features and Specifications		
Debit Card	Yes	
Name on Card	John	
Card Type	GOLD	
Cheque Book	Yes	
Number of Leaves	50	
Account Statement	Yes	
Statement Frequency	Monthly	

Fund Your Account

Fund Your Account		
Initial Deposit Amount	£1,000.00	
Funding Through	Account Number: xxxxxxxxxxxx0019	

Documents



Documents

CAPACITY

3 months salary slip
[SalaryInfo.txt](#)

ADDRESSPROOF

PASSPORT
[Passport.txt](#)

AADHAR
[AadharDetails.txt](#)

IDPROOF

IDPROOF
[IDProof.txt](#)

Submit **Cancel** **Save for Later**

- Click  against any section heading to edit the details of that section.
- Once you have verified all the information, click **Submit**.
- The screen confirming application submission will be displayed which will contain the application reference number and any additional steps that might need to be undertaken by you or the bank.

Note: The process type used for integration with UBS is BPEL.

3.12 Submitted Application - Confirmation

The confirmation page is displayed once you have submitted your application. This page displays the current status of your application along with details of any further steps that might be required to be taken. The application reference number, by which you can track the status of your application, is also displayed on this page. Additionally, the option to track the application is also provided on this page. If as per the configuration, registration is not mandatory, and if you have not already registered, the option to register will also be available on this screen.

Thank you for submitting your application, John

Application Reference Number : **OSAC6321**

Status: Your application has been successfully submitted and is being reviewed.

Next Steps

- You will receive your new account kit at your mailing address within a few working days. Your account kit will include your cheque book if you have applied for one.
- If you have opted to fund your new account at a later date, or if you are a first time customer, you will need to deposit money into your new account within 30 days in order to activate it.
- If you have applied for a debit card, your new debit card and Personal Identification Number (PIN) will arrive at your mailing address within a few working days. For added security, your Card and PIN will arrive separately in the mail.

[Register](#) [Go to Homepage](#)

- If the applicant who has filled in the application details is not a registered channel user and if registration is not mandatory, the option to register for channel access will be available on this page. Click **Register**.
OR
- Click **Go to Homepage** to navigate to the application dashboard screen.
OR
Click **Track your Application** in order to be navigated to the application tracker.

3.13 Register User

Register User

Registration

You need to register first before submitting your application.
You will need to register with us in order to track your application. Please provide the following details to register with ZigBank.

Define Login Credentials

Email 	john@company.com	Verify
Confirm Email	john@company.com	
Password 	
Confirm Password	

Terms and Conditions

I have read, fully understood and agreed with the terms and conditions.

[Terms and Conditions](#)

[Submit Application](#) [Cancel Application](#) [Return to Application](#)

Field Description

Field Name	Description
Define Login Credentials	
Email	Enter the email ID with which you would like to register.
Confirm Email	To confirm the email ID, re-enter the email ID entered in the Email field.
Verify	Click on this link to verify the email ID entered. A unique security code will be sent to the email address defined and a pop up window will be opened in which you can verify the email ID by entering the security code in the specified field.
Password	Enter a password to be used for the purpose of registration. You will be required to enter this password when you login to the system in the future.
Confirm Password	To confirm the password re-enter the password entered in the Password field.

Field Name	Description
Terms and Conditions	
I have read, fully understood and agreed with the terms and conditions	Select this checkbox to acknowledge agreement to the terms and conditions of registration for online banking access.
Terms and Conditions Link	Click this link to view the terms and conditions.

To register:

- In the **Email** field, enter the email address.
- To confirm enter the email ID in the **Confirm Email** field.
- Click the **Verify** link to verify the entered email address.
 - a. In the **Verification Code** field, enter the verification code sent on the defined email ID.
 - b. Click **Resend Code**, if the code is not received.
 - c. Click **Submit**. The successful email verification message is displayed.
- In the **Password** field, enter the password required for log-in.
- To confirm enter the password in the **Confirm Password** field.
- Click the **Terms and Conditions** link to view the terms and conditions.
- Select the Terms and Conditions check box to acknowledge agreement to the terms and conditions.
- Click **Register/Submit Application** to register. The button to register will be termed **Register** if registration is non mandatory and the user has navigated to the registration screen from the confirm screen. If registration is mandatory, this screen will be displayed once the user has filled out the application form and is proceeding to submit it, hence the button will be **Submit Application**.

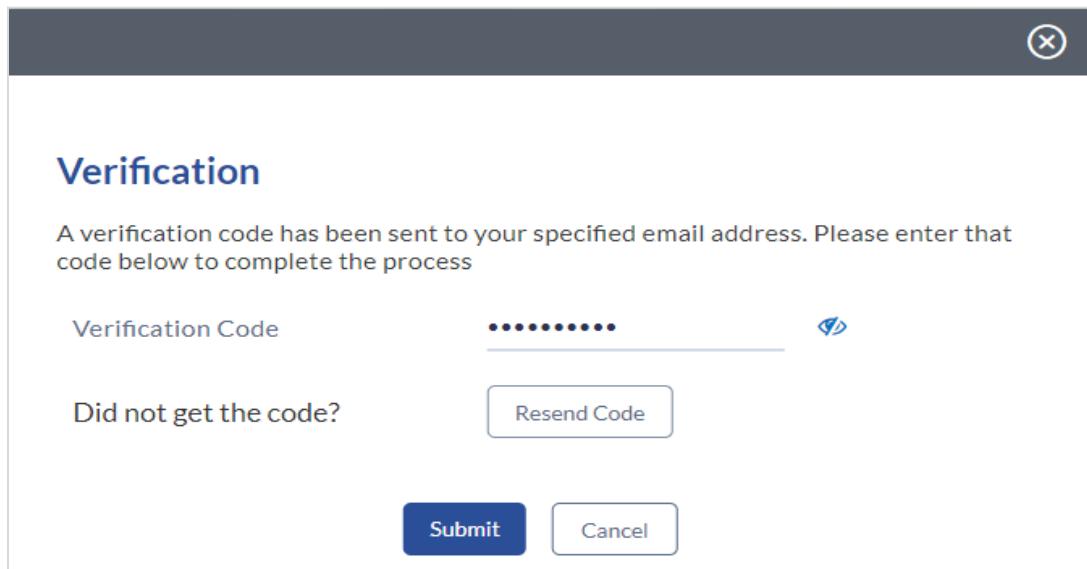
Or

Click **Cancel Application** to cancel the application.

Or

Click **Return to Application**.

Verification



The image shows a 'Verification' screen. At the top right is a close button (X). The main title 'Verification' is in blue. Below it, a message says: 'A verification code has been sent to your specified email address. Please enter that code below to complete the process'. A 'Verification Code' input field contains '*****'. To its right is a 'Copy' icon. Below the input field is a link 'Did not get the code?'. To the right of this link is a 'Resend Code' button. At the bottom are 'Submit' and 'Cancel' buttons.

Field Name	Description
Verification Code	Enter the security code sent to the email ID you have defined in the registration screen.

• Click **Submit** to submit the verification code. On successful verification, a message stating that verification has been completed successfully will be displayed.
OR
Click **Resend Code** if you wish the system to send you a different security code.
OR
Click **Cancel** to close the screen and return to the registration screen.

Register User - Confirm

Registration Successful!

You have successfully registered with ZigBank and can now access our online banking services.

Where can I track the status of my application ?

You can track your submitted application via the ZigBank website in the My Applications section.

You can access your saved applications by providing your login details specified at the time of registration.

[Track your Application](#)

[Go to Homepage](#)

- Click **Track Application** to navigate to application tracker to view the applications status.
- Click **Go to Homepage** to navigate to the product showcase.

3.14 Cancel an Application

The option to cancel the application is provided throughout the application and you can opt to cancel the application at any step.

To cancel the application:

- Click **Cancel**. The cancel application screen is displayed. You will be able to select a reason for which you are cancelling the application.
- Click **Cancel and Exit**. The application is cancelled.

You Are Applying For Current Accounts

Cancel Application

What is the reason for cancelling ?

Having difficulty in completing the application form

Not enough time I will complete it later

Need more product details

Made a mistake in product selection

Others

Your information will not be saved, and you will have to start a new application later.

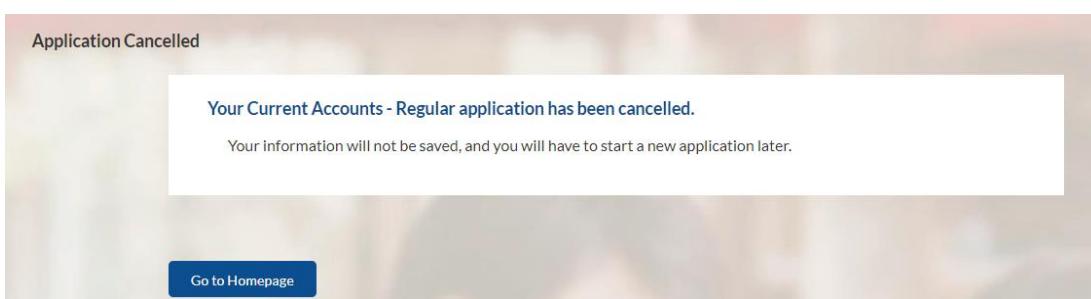
Cancel and Exit **Return to Application**

Field Description

Field Name	Description
Reason for Cancelling	Indicate the reason for which you are cancelling the application. This is an optional step. The cancellation reason could be: <ul style="list-style-type: none">• Having difficulty in completing the application form• Not enough time I will complete it later• Need more product details• Made a mistake in product selection• Others

Field Name	Description
Please Specify	<p>This field is displayed if you have selected the option Others as Reason for Cancelling.</p> <p>Enter the reason for which you are cancelling the application in this field.</p> <ul style="list-style-type: none"> • Select the appropriate reason for which you are cancelling the application. • Click Cancel and Exit to cancel and exit the application. A message confirming that the application has been cancelled is displayed. OR Click Return to Application to return to the application.

Application Cancelled



- Click **Go to Homepage** to navigate back to the product showcase page.

3.15 Save for Later

The following scenarios are applicable for save for later.

- If the applicant is a registered user and he/she is already logged in then the applicant will be displayed a confirmation page indicating submission saved successfully.
- If the applicant is a new user i.e. who is not registered for channel access, then he/she will be required to register while saving the application. The following steps are involved in the process of saving an application in this scenario.

All saved applications will be available in the application tracker under the In Draft tab. You can select any application to resume the application submission process.

To save an application:

- Click **Save for Later**. The **Save and Complete Later** screen appears.

Save and Complete Later

Save And Complete Later

Do you need more time? Save your application now and come back later to complete your application. If you cancel your application, your information will not be saved and you will have to start a new application.

Please fill out the following details in order to save your application.

Define Login Credentials

Email 	john@company.com	
Confirm Email	john@company.com	
Password 	
Confirm Password	

Terms and Conditions

I have read, fully understood and agreed with the terms and conditions.

[Terms and Conditions](#)

[Save Application](#) [Cancel Application](#) [Return to Application](#)

Field Description

Field Name	Description
Email	Enter the email ID with which you would like to register
Confirm Email	To confirm the email ID re-enter the email ID entered in the Email field.

Field Name	Description
Verify	Click on this link to verify the email ID entered. A unique security code will be sent to the email address defined and a pop up window will be opened in which you can verify the email ID by entering the security code in the specified field. Refer the Verify sub section under section Register User for further information on verification.
Password	Enter a password to be used for the purpose of registration. You will be required to enter this password when you login to the system in the future.
Confirm Password	To confirm the password re-enter the password entered in the Password field.
Terms and Conditions	
I have read, fully understood and agreed with the terms and conditions	Select this checkbox to acknowledge agreement to the terms and conditions of registration for online banking access.
Terms and Conditions Link	Click this link to view the terms and conditions.

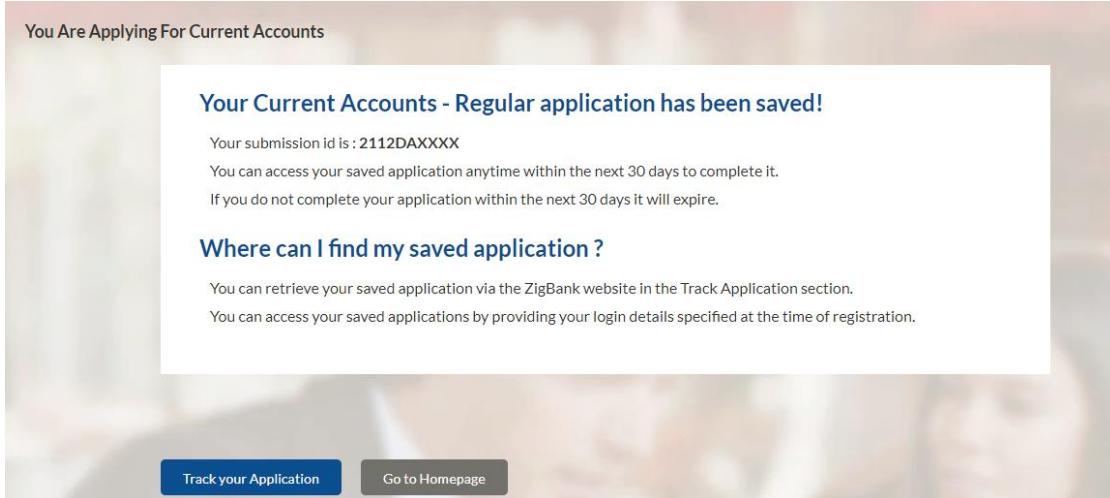
The following steps are applicable for cases wherein the applicant is not a registered user:

- In the **Email** field, enter the email address.
- To confirm enter the email ID in the **Confirm Email** field.
- Click the **Verify** link to verify the entered email address.
 - a. In the **Verification Code** field, enter the verification code sent on the registered email ID.
 - b. Click **Resend Code**, if the code is not received.
 - c. Click **Submit**. A message stating that the email ID has been verified successfully is displayed.
- In the **Password** field, enter the password required for log-in.
- To confirm enter the password in the **Confirm Password** field.
- Click the **Terms and Conditions** link to view the terms and conditions.
- Select the Terms and Conditions check box to acknowledge agreement to the terms and conditions.
- Click **Save Application**.

OR

Click **Cancel Application** to cancel the application.
OR
Click **Return to Application** to navigate to the application screen.

Save and Complete Later



- Click **Track your Application** to navigate to the application tracker to view the application status.
OR
Click **Go to Homepage** to navigate to the product showcase.

3.16 Existing User

An application form being initiated by an existing user (registered user) will differ from that of one being initiated by a new/unregistered user. If you are applying for a current account product as an existing user, once you login to the banking system after having entered your login credentials, the application form will be displayed with all your personal details pre-populated in the respective fields and sections. You will, hence, be required to only specify details pertaining to the current account. The sections that will be pre-populated with your information are Primary Information, Proof of Identity, Contact Information and Employment Information.

4. Application Tracker

The Application Tracker enables you to view the progress of submitted applications and also to retrieve and complete applications that have been saved. Through the application tracker you can perform the following actions:

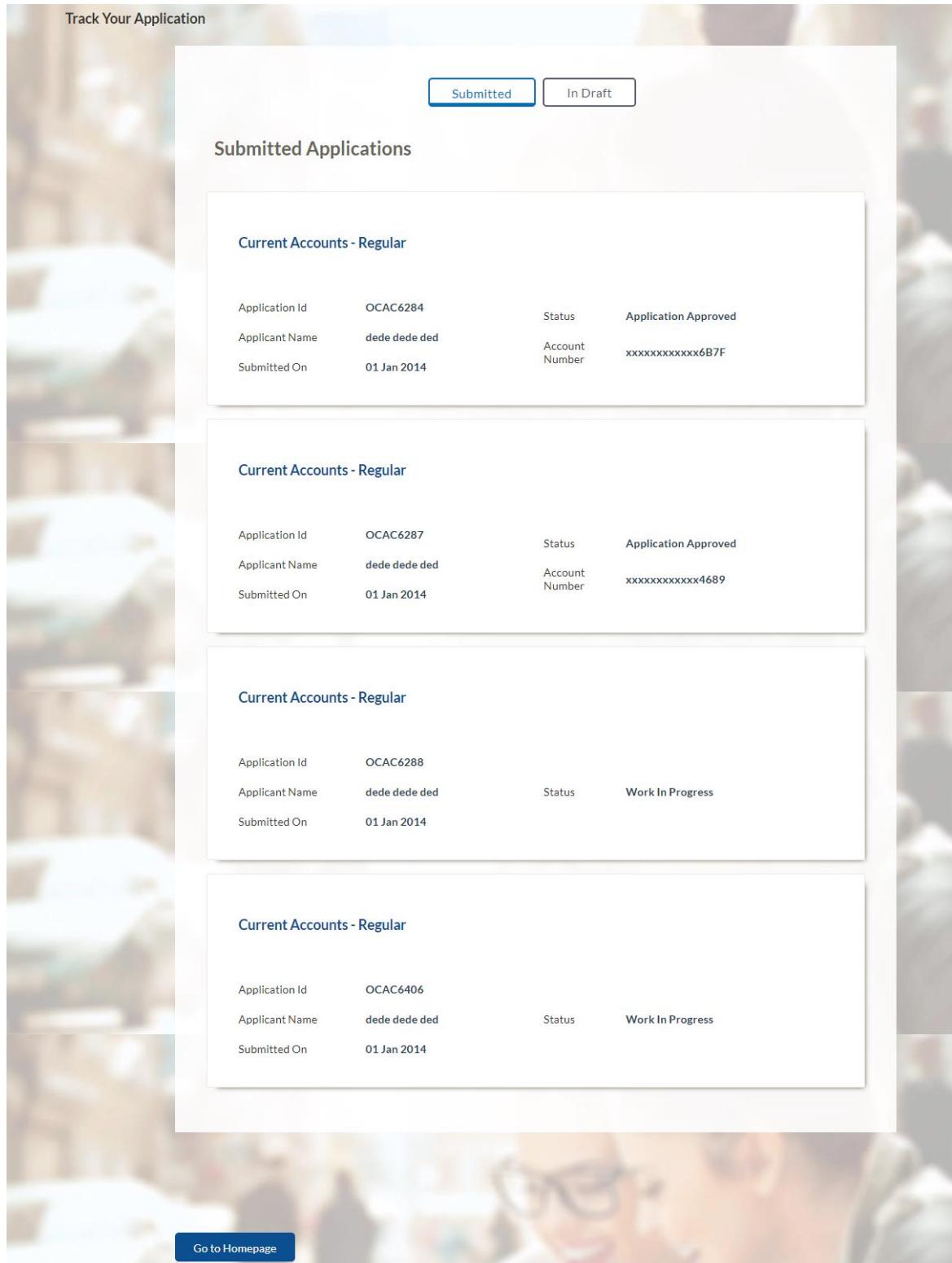
- **View submitted applications:** The application tracker enables you to view details of submitted application which includes viewing status history, application summary and uploaded documents as well as performing any pending tasks required for the processing of the application.
- **View applications in draft:** While filling out an application form, if you opt to save the application instead of submitting it, the application is saved in the application tracker as an 'In Draft application'. You can select any of the applications available under this tab in order to complete and submit that application.

To track an application:

- Click **Track Application** on the dashboard. The **Login** screen is displayed.
- Enter the registered email ID and password, click **Login**.
- The **Application Tracker** screen is displayed. By default the submitted application view is displayed.

4.1 Submitted Application – Current Account

The following details are displayed on a current account application card under the Submitted tab of the application tracker page. On clicking on a specific card, the details page of that card appears. However, once an application has been completely processed, the card will no longer be clickable.



Track Your Application

Submitted In Draft

Submitted Applications

Current Accounts - Regular

Application Id	OCAC6284	Status	Application Approved
Applicant Name	dede dede ded	Account Number	xxxxxxxxxxxx6B7F
Submitted On	01 Jan 2014		

Current Accounts - Regular

Application Id	OCAC6287	Status	Application Approved
Applicant Name	dede dede ded	Account Number	xxxxxxxxxxxx4689
Submitted On	01 Jan 2014		

Current Accounts - Regular

Application Id	OCAC6288	Status	Work In Progress
Applicant Name	dede dede ded	Account Number	
Submitted On	01 Jan 2014		

Current Accounts - Regular

Application Id	OCAC6406	Status	Work In Progress
Applicant Name	dede dede ded	Account Number	
Submitted On	01 Jan 2014		

Go to Homepage

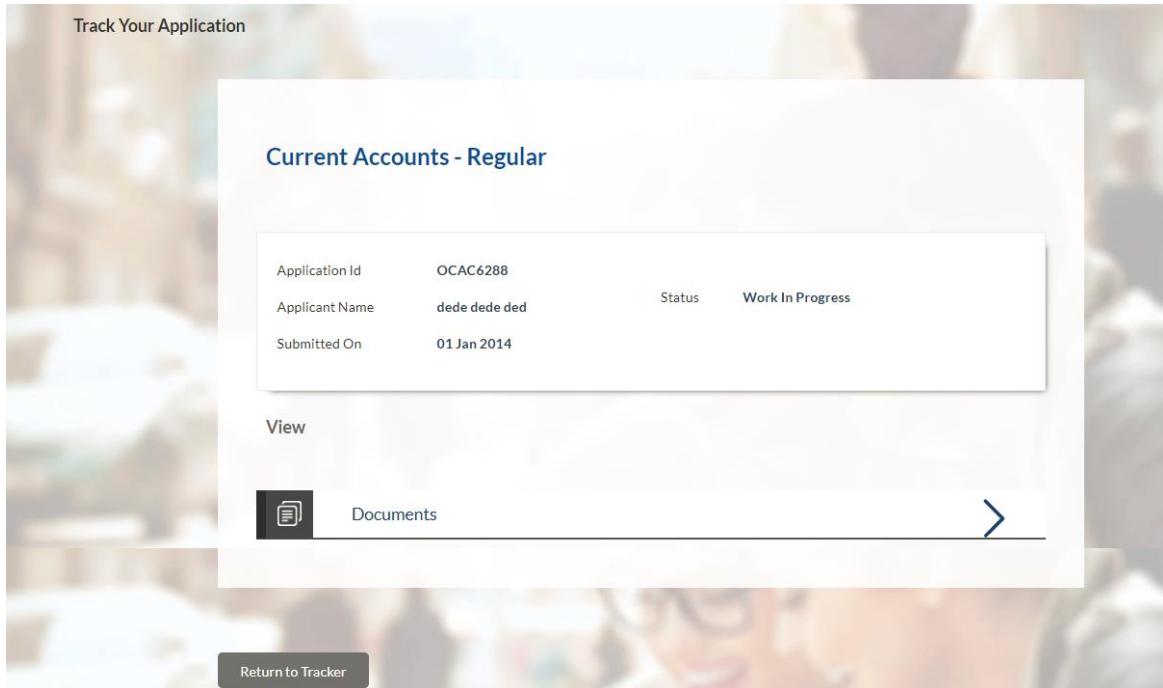
Field Description

Field Name	Description
Current Account Offer Name	The name of the offer for which the application has been made.
Application ID	The application reference number as generated by the bank at the time the application was submitted.
Applicant Name	The name of the applicant will be displayed here.
Submitted On	The date on which the application was submitted.
Status	The current status of the application.
Account Number	<p>The account number, once generated, is displayed here.</p> <p>This account number is only displayed once the application is successfully processed to completion.</p>

- Select the application card.
- The **Application Details** screen is displayed with options to view additional details of the application and pending tasks, if any

4.2 Current Account Application Tracker Details

Click any section heading to view details or to take required action on the application.



Field Description

Field Name	Description
Current account Offer Name	The name of the offer for which the application has been made.
Application ID	The application reference number as generated by the bank at the time the application was submitted.
Applicant Name	The name of the applicant be displayed here.
Submitted On	The date on which the application was submitted.
Status	The current status of the application.

- Click on Documents to view documents that have been uploaded in the application form.

4.3 Documents

This section displays the documents that are uploaded in the application form.

Documents

ADDRESSPROOF

AADHAR
3.IPM_****21

PASSPORT

TEST
3.IPM_****22

Return to Tracker

Field Description

Field Name	Description
Document Category	All the categories under which documents have been uploaded are listed on the screen below which the document type and link of each uploaded document are displayed.
Document Type	The document type against which the documents have been uploaded are listed below each document category to which they belong.
Document	The names of the uploaded documents as well as the links by which you can view and download each document are displayed.

FAQs

1. I am an existing customer of the bank but do not have channel access, how can I proceed?

You can register yourself as a channel user through the 'Register' option available on the portal page and provide the required details.

2. Can I proceed with the application if I am not an existing channel user?

Yes. You can continue filling in the application details as a guest user and need not necessarily login.

3. Why do you require the expiry date of my identity proof?

We ask for the expiry date of your identity proof to ensure that you are providing us with a valid proof of identity, one that is currently not expired.

[Home](#)