

Process Code Maintenance User Guide
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Contents

Process Code Maintenance1

 Initiate Process Code Maintenance 1

Reference and Feedback5

 References..... 5

 Documentation Accessibility 5

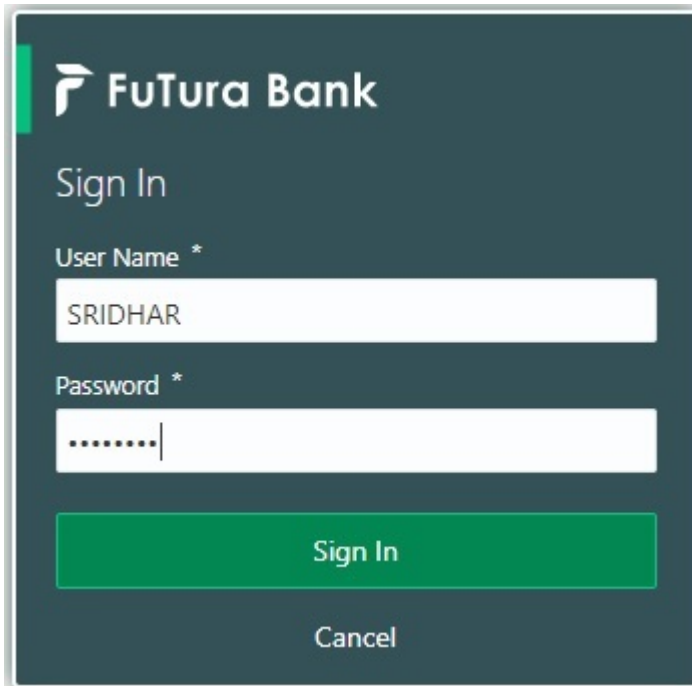
 Feedback and Support..... 5

Process Code Maintenance

Process code maintenance enables the user to set the process code to the individual stages according to the process. In the subsequent steps, let's look at the details for creating a process code:

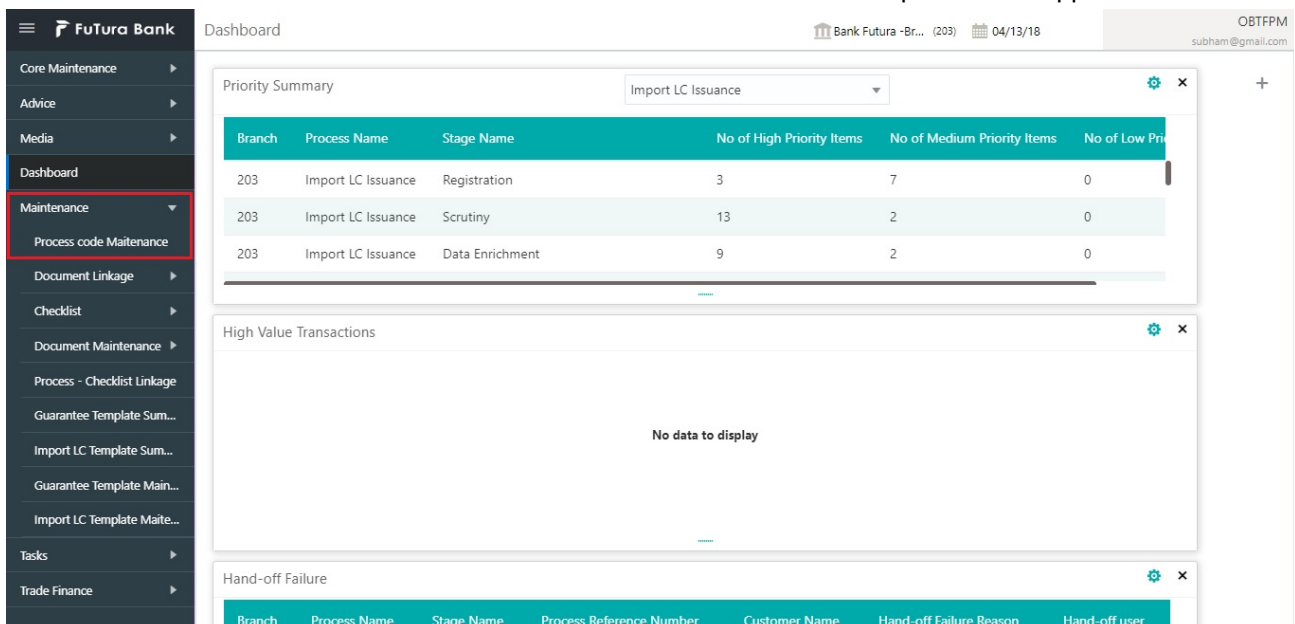
Initiate Process Code Maintenance

1. Using the entitled login credentials for registration stage, login to the application.



The image shows the 'Sign In' screen of the FuTura Bank application. It features a dark blue header with the FuTura Bank logo. Below the header, there is a 'Sign In' section with two input fields: 'User Name *' containing the text 'SRIDHAR' and 'Password *' with masked characters. A green 'Sign In' button is positioned below the password field, and a 'Cancel' button is located at the bottom right of the sign-in area.

2. Click **Core Maintenance > Process Code Maintenance** on the left pane of the application.



The image displays the FuTura Bank Dashboard. The left sidebar menu is expanded, and 'Process code Maintenance' under the 'Maintenance' category is highlighted with a red box. The main content area shows a 'Priority Summary' table for 'Import LC Issuance'. Below this, there is a 'High Value Transactions' section with 'No data to display'. At the bottom, a 'Hand-off Failure' table is partially visible.

Branch	Process Name	Stage Name	No of High Priority Items	No of Medium Priority Items	No of Low Priority Items
203	Import LC Issuance	Registration	3	7	0
203	Import LC Issuance	Scrutiny	13	2	0
203	Import LC Issuance	Data Enrichment	9	2	0

3. Click **Plus** Icon to create a new process code.

4. Provide process code details based on the description provided in the following table:

Field	Description	Sample Values
Process Code	Provide an unique abbreviation for the process name. The code must be an alphanumeric text with length of maximum 10 character.	
Process Name	Provide the process name.	
Application Category Code	Provide the version of the process.	

Click **Add Row** to capture the stage details that needs to be mapped to the process code as per the description the following table:

Field	Description	Sample Values
Stage ID	Provide an unique ID for the stage.	
Stage Description	Provide the description of the stage.	

Field	Description	Sample Values
Seq Order	The sequence order identifies the order of the stage in the complete process. Registration must be first in sequence order.	
Source Stage	Enables to identify if the particular stage is the starting point of the process.	

P

Process Code Maintenance	
Initiate Product Code Maintenance	1
Product Code Maintenance	1

References

For more information on any related features, you can refer to the following documents:

- Getting Started User Guide
- Common Core User Guide

Documentation Accessibility

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