Retail Accounts User Manual
Oracle Banking Digital Experience
Patchset Release 22.2.1.0.0

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Retail Accounts User Manual

May 2023

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1. Preface

1.1 Intended Audience

This document is intended for the following audience:

- Customers
- Partners

1.2 Documentation Accessibility

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

1.3 Access to Oracle Support

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

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

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

1.4 Structure

This manual is organized into the following categories:

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

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

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

Each transaction is explained in the following manner:

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

1.5 Related Information Sources

For more information on Oracle Banking Digital Experience Patchset Release 22.2.1.0.0, refer to the following documents:

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

2. Transaction Host Integration Matrix

Legends

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

Sr No	Transaction / Function Name	Oracle FLEXCUBE Core Banking 11.10.0.0.0	Oracle FLEXCUBE Universal Banking 14.7.1.0.0
1	Overview Widget	✓	✓
2	Current & Savings Accounts (Summary)	✓	✓
3	Current & Savings Account Details (Except Accrued Interest and Average Balance)	✓	✓
4	Current & Savings Account (with Accrued Interest and Average Balance information)	✓	×
5	Current and Savings Account Details - Nickname updation	**NH**	**NH**
6	Debit Cards	×	✓
7	New Debit Card	×	**NH**
8	Debit Card Limits	×	✓
	Debit Card - International Transactions check update	×	×
	Update Daily Limits	×	✓
9	Block Card	**NH**	**NH**

Sr No	Transaction / Function Name	Oracle FLEXCUBE Core Banking 11.10.0.0.0	Oracle FLEXCUBE Universal Banking 14.7.1.0.0
10	Unblock Card	**NH**	**NH**
11	Request PIN	**NH**	**NH**
12	Reset PIN	**NH**	**NH**
13	Reissue Card	**NH**	**NH**
14	Upgrade Card	**NH**	**NH**
15	Cheque Book Request	✓	**NH**
16	Cheque Status Inquiry - Number	✓	✓
	Cheque Status Inquiry – Range/ Status	×	✓
17	Stop/ Unblock Cheque - Number	✓	✓
	Stop/ Unblock Cheque – Range / Status	✓	✓
18	Transactions		
	Transactions - E-statements	×	✓
	Transactions - Request Statement	✓	✓
	Transactions - Pre-generated Statement	×	✓
19	Request Statement	×	✓
20	Inactive Accounts	✓	✓
21	Sweep-in		
	Sweep-in- View	✓	×

Sr No	Transaction / Function Name	Oracle FLEXCUBE Core Banking 11.10.0.0.0	Oracle FLEXCUBE Universal Banking 14.7.1.0.0
	Sweep In - Add	✓	×
	Sweep In - Delete	✓	×

Home

3. Accounts

Current and savings accounts are the most basic and critical products of retail banking. Most banking customers hold either a current or a savings account with their banks. Banks, in turn, encourage the use of current or savings accounts as it results in a higher profit margin for the bank.

This application provides a platform by which banks are able to offer their customers an enriching online banking experience in performing activities on their accounts.

Through the online banking application, customers can perform various activities on their accounts. Customers can view account balances and statements, initiate service requests and perform other inquiries as well as perform financial transactions on their accounts.

Features Supported In the Application:

The retail accounts module of the application supports the following features:

- Overview Widget
- Current & Savings Accounts Summary
- Current & Savings Account Details
- Debit Card Limits
- Apply for New Debit Card
- Block/ Unblock Debit Card
- Upgrade Debit Card
- Update Debit Card Limits
- Re-issue Debit Card
- Request for new Debit Card PIN
- Reset Debit Cards PIN
- Cheque Book Request
- Cheque Status Inquiry
- Stop/Unblock Cheque
- View Account Statement
- E-Statement Subscription
- Request Statement
- Download Pre-Generated Statements
- Sweep-In

Pre-Requisites

- Transaction access is provided to retail users
- CASA (Current and Savings Account) accounts are maintained in the host system under a party ID mapped to the user

Note: In application
1) Account searchable drop-down will allow user to search the account number basis on the Account Number, Account Name, Account Currency or Branch Code.
2) Bank can configure the fields to be shown as additional values in the accounts drop-down.
3) International Bank Account Number (IBAN) is now available in account searchable drop-down in place of current and savings account (CASA) number.

3.1 Overview Widget

The retail dashboard page displays an overview of the customer's holdings with the bank as well as links to various transactions offered to the customer. The **Overview** widget displays the customer's holdings in each account type such as Current and Savings Accounts, Term Deposits, Loans, Credit Cards, and Investments. It is a container and user can scroll from left to right, right to left. On clicking on any account type record, the widget displays details specific to that account type. One such example is that of Current & Savings accounts.

On selection of account type **Current & Savings**, details of the current and savings accounts held with the bank are displayed on next page. The Current & Savings Accounts summary page provides users with a holistic view of all their both Islamic and Conventional active/dormant accounts along with the basic details of each current & savings account.

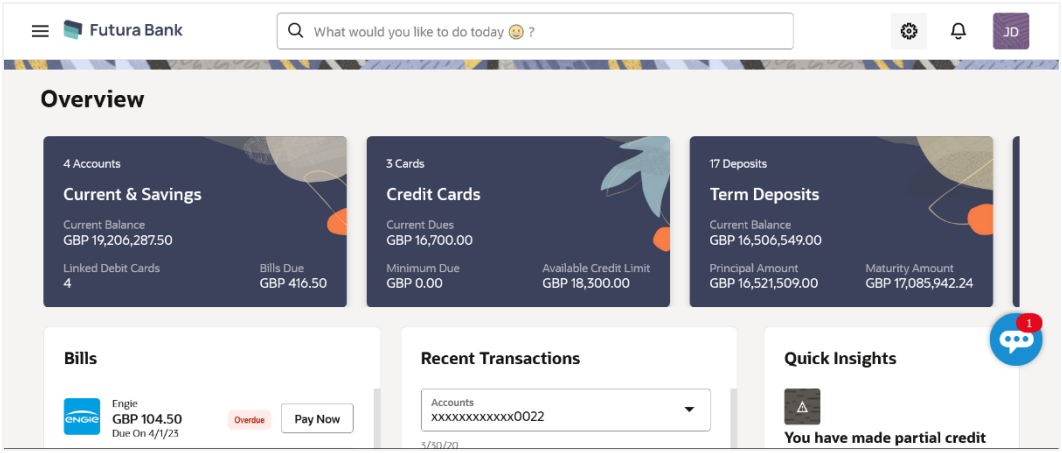
General details such as the total amount due for bill payment, the total count of current & savings accounts and the total net current balance, Total debit cards linked to the account are also displayed.

On Summary page the basic details of individual accounts are displayed as record. Each record displays basic information of the account which comprises of the account number, Available Balance and the kebab menu. Each record also has a kebab menu which enables the customer to quickly access related screens.

Note: The Overview widget is available on both desktop and mobile (responsive) view.

How to reach here:

Dashboard > Overview Widget > Current and Savings


Futura Bank
What would you like to do today ?
JD
Overview
4 Accounts
Current & Savings
Current Balance
GBP 19,206,287.50
Linked Debit Cards
4
Bills Due
GBP 416.50
3 Cards
Credit Cards
Current Dues
GBP 16,700.00
Minimum Due
GBP 0.00
Available Credit Limit
GBP 18,300.00
17 Deposits
Term Deposits
Current Balance
GBP 16,506,549.00
Principal Amount
GBP 16,521,509.00
Maturity Amount
GBP 17,085,942.24
Bills
Engie
GBP 104.50
Due On 4/1/23
Overdue
Pay Now
Recent Transactions
Accounts
xxxxxxxxxxxx0022
Quick Insights
You have made partial credit

Home

4. Current & Savings Accounts Summary

The Current & Savings Accounts summary page provides users with a holistic view of all their current and savings accounts held with the bank.

All the active & dormant Current & Savings accounts of the user are listed as records. Each record comprises of information such as account number, status (only in case of dormant accounts), account nickname (if assigned), product name, current balance, and available balance. The user can view further details of each account or view the summary of transactions undertaken through that account, by selecting the provided option under the kebab menu of each account record.

The user can also navigate to other Current and Savings account related screens from the general kebab menu provided on the screen.

Bank can configure and enable customizable UI display/download option for the end users. Using this feature, users can personalize the information to be displayed/downloaded from search grid displayed on the screen.

By clicking on 'Preference' option available on the screen, user can

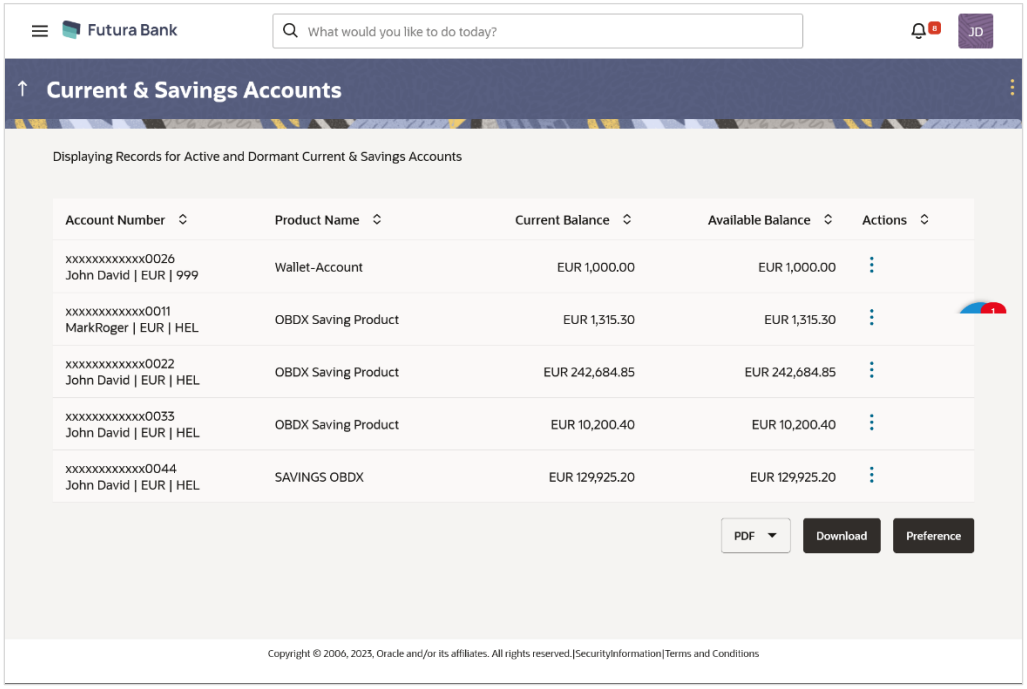
- Rearrange columns
- Remove specific columns.

Note:
1) The downloaded report will have the same columns as displayed on the UI as per user preference as well as there will also be an option to modify the column selection while downloading.
2) The column preferences setup by the user will be saved for future reference i.e. in case the user revisits this screen, the preferred columns will only be displayed in the table.

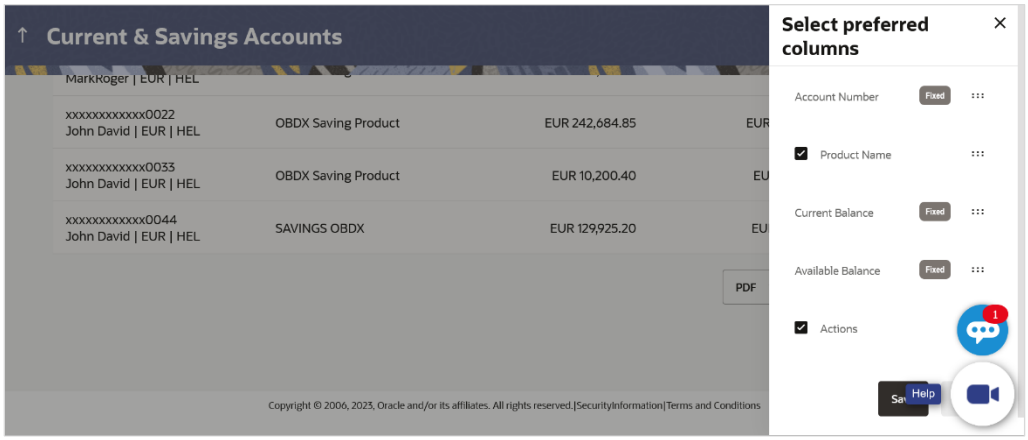
How to reach here:

Dashboard > Toggle Menu > Menu > Accounts > Current &Savings > Current & Savings Accounts
OR
Dashboard > Overview Widget > Current & Savings Cards
OR
Access through the kebab menu of transactions available under the ***Current & Savings*** *module*

Current & Savings Accounts



Current & Savings Accounts – Preference setup



Field Description

Field Name	Description
Account Number	The account number in masked format.
Nickname	The account nickname will be displayed under the Account Number column if a nickname is assigned to the account.

Field Name	Description
Status	If the account is in dormant state, the status tag ‘Dormant’ will be displayed against the account. **Note:** The summary page will only list active and dormant Current & Savings accounts.
Product Name	The name of the CASA product.
Current Balance	The current balance in the account.
Available Balance	The available balance in the account.
Actions	The available actions for each account are displayed under the kebab menu provided against each record.

- Click on the kebab menu against an account record to view the details or transactions summary of the account.
  OR
  Select any option under the general kebab menu provided on the page to navigate to any current and savings account related screen.
  OR
  Click on the **Download** to download the records in CSV & PDF format.
  OR
  Click **Preference** to setup a column preferences by rearranging or removing columns.

Home

5. Current & Savings Account Details

The account details screen displays important information pertaining to a current or savings account such as the account holding pattern and the names of all the account holders, the current status of the account and the branch in which the account is held along with details on various balances and limits applicable on the account.

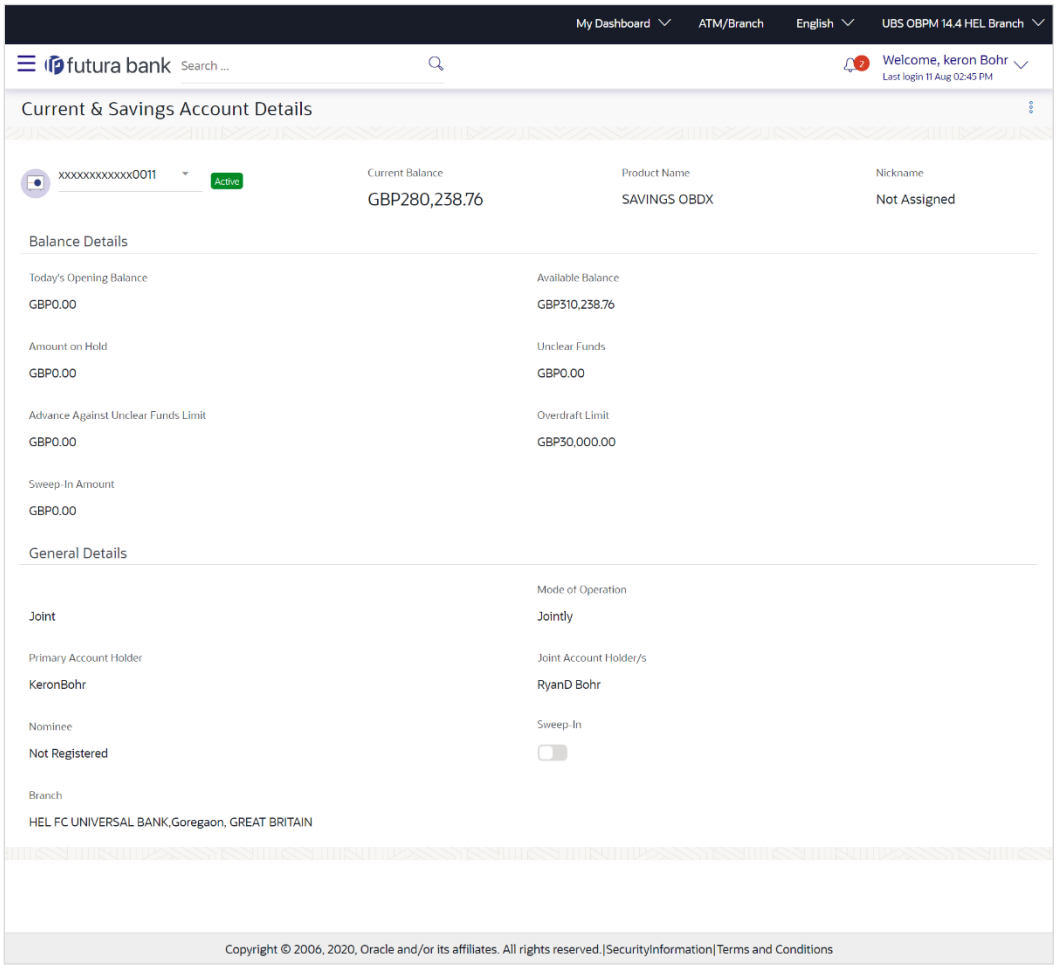
How to reach here:

Dashboard > Overview Widget > Current & Savings > Current & Savings Account kebab menu > Current & Savings Details

OR

Dashboard > Toggle Menu > Menu > Accounts > Current &Savings > Current & Savings Account Details
OR
*Access through the kebab menu of transactions available under the **Current & Savings** module*

Current & Savings Account Details



Field Description

Field Name	Description
Account Number	Select the account of which you want to view details.
Status	The current status of the account. The possible values are: • Active • Closed • Dormant
Current Balance	The current available balance in the account.
Product Name	The name of the CASA product.
Nickname	The nickname, if set will be displayed.
Balance Details	
Today's Opening Balance	The opening balance in the account for the day.
Available Balance	The current available balance in the account.
Amount on Hold	Displays the earmarked amount or the amount on hold in the account.
Unclear Funds	That amount of funds that have not yet been credited to the account. This amount will include the amount deposited through cheques and drafts that have not yet completed the bank's clearing cycle.
Advance Against Unclear Funds Limit	The maximum amount that can be utilized as advance against funds that have not yet been cleared.
Overdraft Limit	The maximum credit allowed by the bank for the account.
Average Balance	The average balance in the account. **Note**: This field will appear only in case of Third Party integration.
Average Monthly Balance	The average monthly balance of the account. **Note:** This field will appear only in case of FCR integration.

Field Name	Description
Last Quarter Average Balance	The average balance of the account in the previous quarter. **Note:** This field will appear only in case of FCR integration.
Sweep-In Amount	The amount to be transfer from savings account to a sweep-in deposit.
General Details	
Holding Pattern	The holding pattern of the account i.e. single or joint. The possible values are: • For single owner - single • For joint ownership - joint
Mode of Operation	Operation mode of the account. The possible values are: • Mandate Holder • Single • Either Anyone or Survivor • Former or Survivor • Jointly
Primary Account Holder	The name of the primary holder of the account.
Joint Account Holder	Name of the joint account holder. This field appears only if the holding pattern of the account is Joint.
Nominee	Whether the account has a registered nominee or not.
Sweep-In	Identifies whether or not sweep-in facility is enabled for the account. The values against this field can be either of the two: • Yes – This value is displayed if sweep-in facility is enabled for the deposit account • No – This value is displayed if sweep-in facility is not enabled for the deposit account
Branch	Branch name in which the account is held along with address.

You can also perform the following account related transaction:

- Add account nickname/ modify/ delete nickname. For more information refer **Account Nickname** section.

- For more information on **Add Nominee** in kebab menu, refer **Nomination** section in **Oracle Banking Digital Experience Retail Customer Services User Manual**.

Note: If a nominee is already defined for the account, then the **Edit Nominee** option is displayed in kebab menu to modify it.

- Click on the kebab menu to access account related transactions.

Home

6. Debit Cards

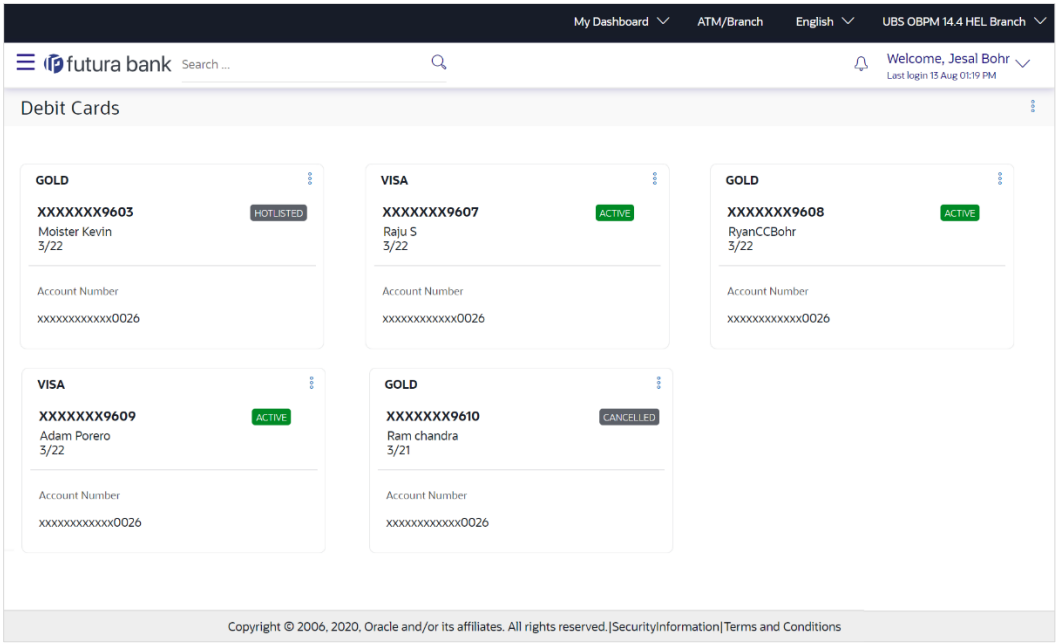
Debit cards are used for funds withdrawal at ATMs and for making purchase transactions at Point of sale (POS) terminals. Since debit cards are used for most basic banking transactions, it is essential for the bank to provide a means by which customers can view the details of their debit cards as well as apply for new debit cards online.

This feature enables customers to view details of debit cards linked to their current or savings accounts and also to apply for a new debit card on any of their accounts.

How to reach here:

Dashboard > Toggle menu > Menu > Accounts > Current & Savings > Debit Cards
OR
Access through the kebab menu of transactions available under the ***Current & Savings*** *module*

Debit Cards



Field Description

Field Name	Description
Card Product	The debit card product name.
Card Number	The debit card number in masked format.
Status	The current status of the debit card will be displayed.
Customer Name	Name of the debit card holder.

Field Name	Description
Card Expiry Date	The date on which card will expired.
Account Number	Displays the account number to which debit card is linked.

- Click on the kebab menu available against the individual cards to access debit card related transactions.
  OR
  Click on the general page level kebab menu to access current & savings account related transactions.

Home

7. New Debit Card

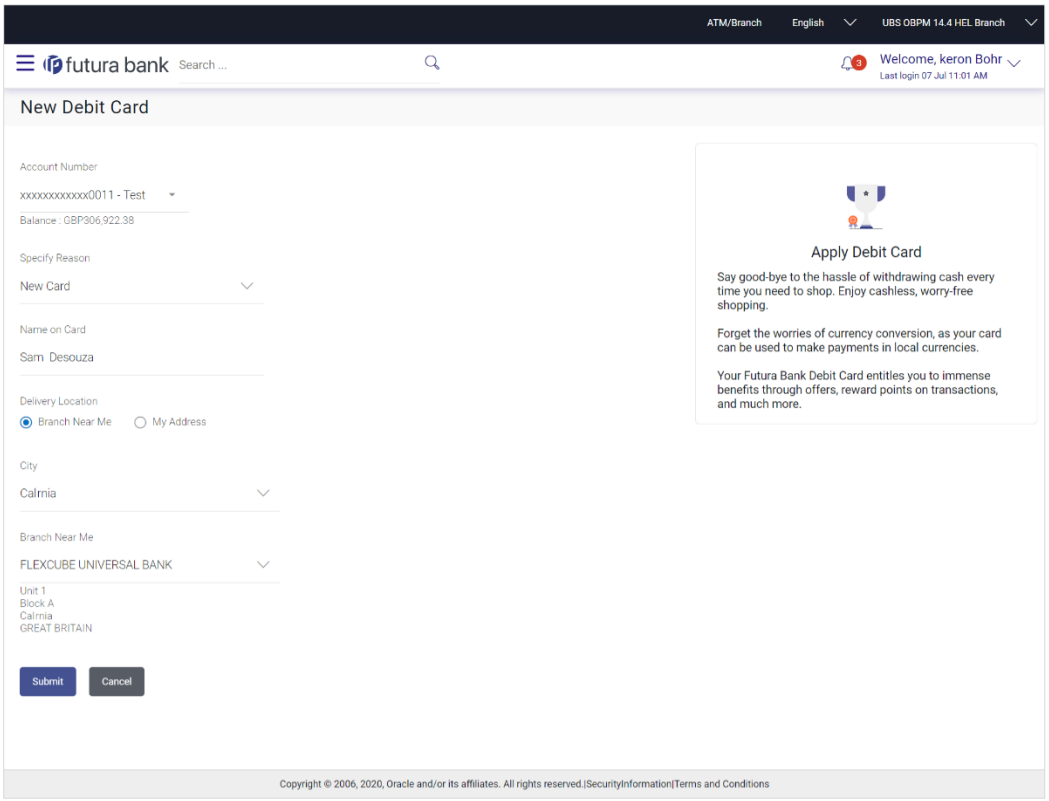
This feature enables customers to submit requests for new debit cards to be issued against their operating accounts. Customers can request for new debit cards to be issued against any of their current or savings accounts. While initiating the request for a new debit card, the customer must specify the reason for which a new card is being requested and also define the name to be embossed on the card. The customer must also specify where the new card has to be delivered.

This feature acts as a service request (SR) and an SR number is generated when the customer submits the request. Customers can track the status of their service requests by clicking on the Track Request link provided on the Service Request widget or by directly selecting the Track Request option from the toggle menu.

How to reach here:

Dashboard > Toggle menu > Menu > Accounts > Current & Savings > Debit Cards > kebab menu > Apply for New Debit Card
OR
Access through the kebab menu of transactions available under the kebab menu of any other Debit Cards screen

New Debit Card



Field Description

Field Name	Description
Account Number	Select an account for which you wish to apply a debit card.
Balance	The net balance of the selected CASA account. This amount is displayed once a CASA account is selected in the **Account Number** field.
Specify Reason	The reason for which a new debit card is being applied. The options can be: • New Card • Previous card was hotlisted • Previous card not working
Name on Card	The name to be embossed on the card.
Delivery Location	The customer is required to specify where the new card is to be delivered. The options are: • My Address • Branch Near Me
This section appears if the customer selects **My Address** option in the **Delivery Location** field.	
Select Address	The address at which the new card is to be delivered. The options are: • Work • Residence • Postal
Address	The complete address of the primary account holder's work place, residence or that defined as postal address will be displayed based on which option has been selected in the address selection field.
This section appears if the customer selects Branch Near Me option in the Delivery Location field.	
City	The customer can filter branches based on city.

Field Name	Description
Branch Near Me	The customer can select a branch at which the new card is to be delivered. The names of all the branches in the city selected in the previous field will be displayed.
Branch Address	The complete address of the branch selected will be displayed once the customer selects a branch.

To apply for a new debit card:

1. From the **Account Number** list, select the current or savings account number against which you want to apply for a new debit card.
2. From the **Specify Reason** list, select the appropriate reason to apply for a new card.
3. In the **Name on Card** field, enter the name to be embossed on the card.
4. In the **Delivery Location** field, select the appropriate delivery mode.
   a. If you select the **My Address** option:
      i. From the **Select Address** list, select the appropriate delivery address.
   b. If you select the **Branch Near Me** option:
      i. From the **Select City** list, select the appropriate option.
      ii. From the **Select Branch** list, select the appropriate option. The branch address appears.
5. Click **Submit**.
   OR
   Click **Cancel** to cancel the transaction.
6. The **Review** screen appears. Verify the details and click **Confirm**.
   OR
   Click **Back** to navigate back to the previous screen.
   OR
   Click **Cancel** to cancel the transaction.
7. The success message along with the service request number appears.
   Click **Home** to go to the **Dashboard** screen.
   OR
   Click **View Account Details** to visit the account details page.

Home

8. Debit Card Limits

A customer can view the limits of an existing debit card linked to his current or savings account. The customer can view the existing limits and has the option to update the limits of active debit cards. In addition to the existing limits, the screen also displays the maximum limit count/ amount that can be set for the card.

The customer can view the various transaction limits associated with the debit card. The system displays limits in terms of count and amount in each category, which are as defined below:

- Own ATM Limits
- Remote ATM Limits
- Own Point of Sale Limits (PoS)
- Remote Point of Sale Limits (PoS)
- E-commerce Limits

The customer also has the provision to configure a combined limit on his debit card. It is the maximum allowed limit across all sections and if this limit is breached, user will not be allowed for any further transaction on the day irrespective of the individual daily limits set under various categories.

Note: Combined Limits will be applicable only for third party host system.

How to reach here:

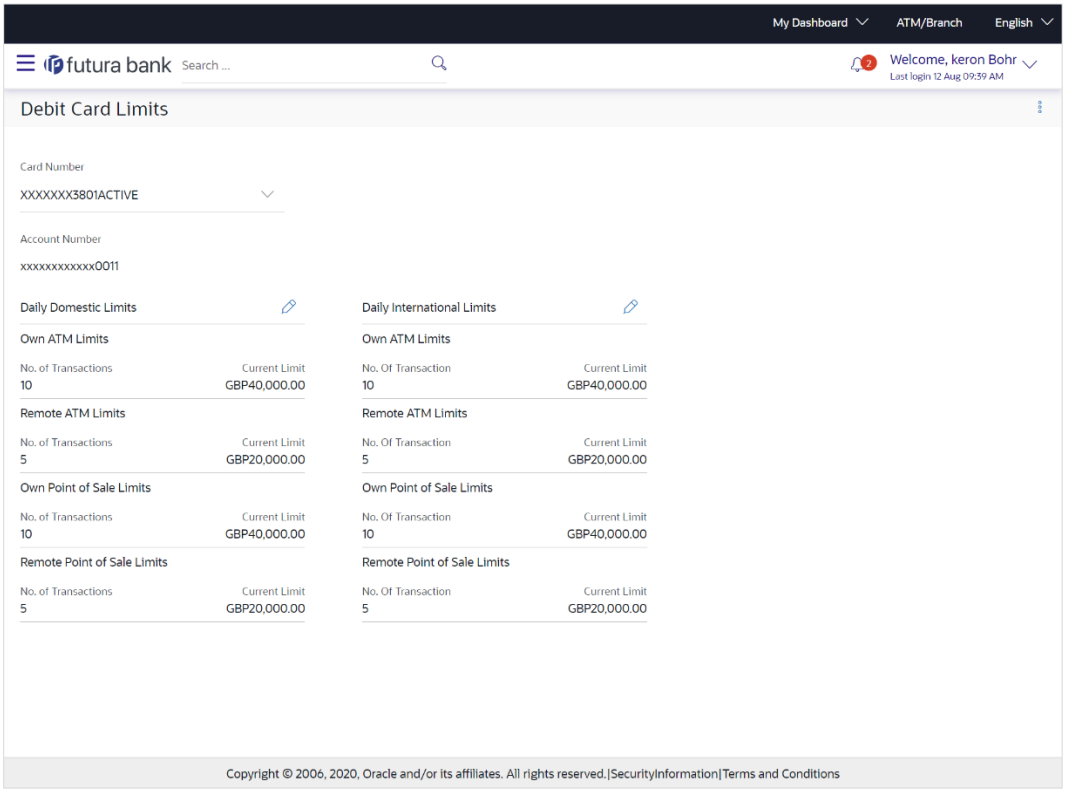
Dashboard > Toggle menu > Menu > Accounts > Current & Savings > Debit Cards > kebab menu > Debit Card Limits
OR
Access through the kebab menu of transactions available under the kebab menu of any other Debit Cards screen

8.1 View Daily Limits

To view the debit card limits:

1. From the **Card Number** list, select the debit card whose limits you wish to view. The **Debit Card Limits** screen displaying the **Daily Limits** applicable on the selected card, appears.

Debit Card Limits



Field Description

Field Name	Description
Card Number	The debit card number in the masked format along with the current status.
Account Number	Account number in the masked format.

Daily Domestic Limits / International Usage Limits

This section includes own and remote ATM Limits, POS limits, and e- Commerce limits etc.

Facility: Own ATM Limits

Number of Transactions	The daily Domestic / International Usage limits of transactions allowed at an ATM of own bank.
Current Limit	The maximum amount allowed for withdrawal at an ATM of own bank for the daily Domestic / International Usage limits.

Facility: Remote ATM Limits

Field Name	Description
Number of Transactions	The daily Domestic / International Usage limits of transactions allowed at an remote ATM.
Current Limit	The maximum amount allowed for withdrawal at a remote ATM for the daily Domestic / International Usage limits.
Facility: Own Point of Sale Limits	
Number of Transactions	The daily Domestic / International Usage limits of transactions allowed at a Point of Sales (PoS) terminal of own bank.
Current Limit	The maximum amount allowed for withdrawal at a Point of Sales (PoS) terminal of own bank for the daily / International Usage limits. .
Facility: Remote Point of Sale Limits	
Number of Transactions	The daily Domestic / International Usage limits of transactions allowed at a Point of Sales (PoS) terminal of another bank.
Current Limit	The maximum amount allowed for withdrawal at a Point of Sales (PoS) terminal of another bank for the daily Domestic / International Usage limits.
Facility: e-Commerce Limits	
Number of Transactions	The daily Domestic / International Usage limits of transactions allowed for e-Commerce.
Current Limit	The maximum amount allowed for e-Commerce for the daily Domestic / International Usage limits.
Combined Limits on Card	
The combined daily and International Usage limits allowed for withdrawal at own and remote ATM Limits, POS limits, and e- Commerce limits etc.	
Maximum Limit	The maximum amount allowed for withdrawal at own and remote ATM Limits, POS limits, and e- Commerce limits etc. for the daily and International Usage limits .

2. Click against the **Daily Domestic Limits** header to update the daily domestic limits of the debit card.

   OR

Click against the **Daily International Limits** header to update the daily international limits of the debit card.

OR

Click against the **Combined Limits on Card** header to update the combined daily domestic and international limits of the debit card.

8.2 Update Daily Limits

Users can modify Daily Domestic, Daily International and Combined Daily Limits assigned to their cards.

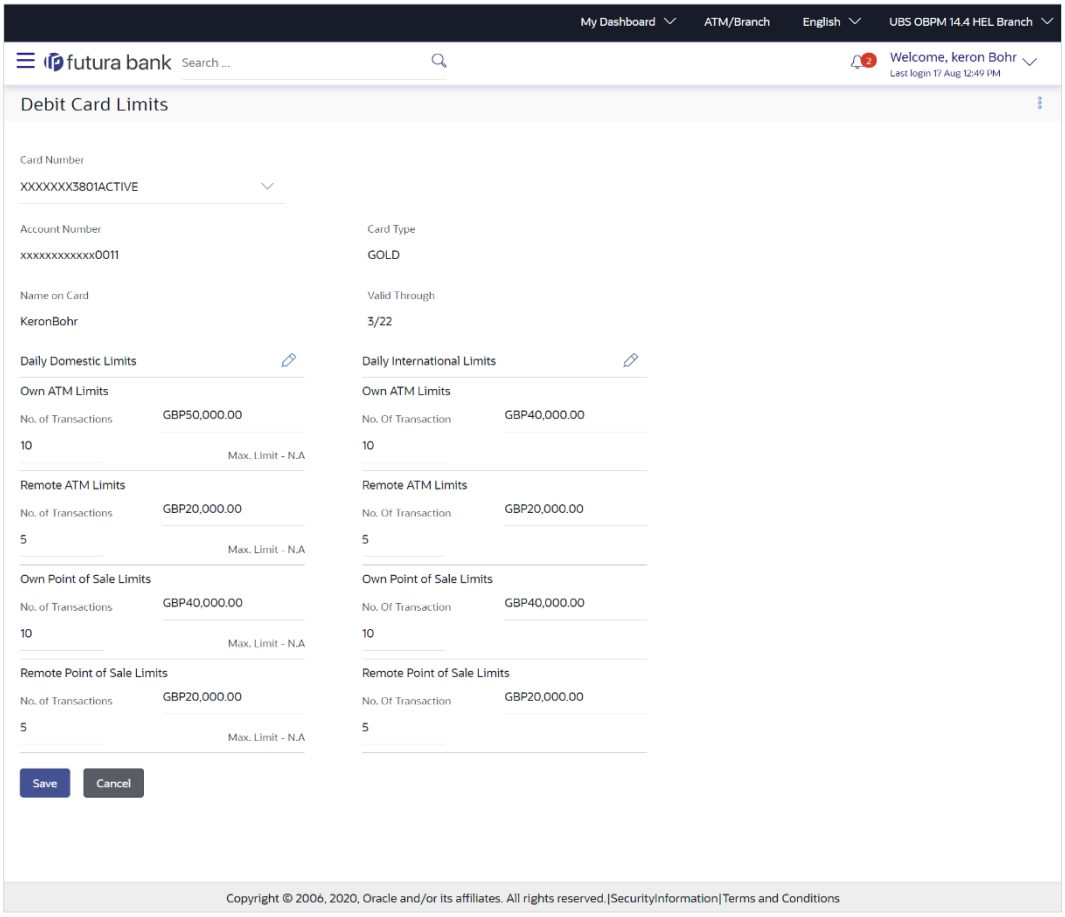
Note: Users will only be able to update the limits of active debit cards.

To modify the daily limits of the debit card:

1. From the **Card Number** list, select the debit card whose limits you wish to modify. The **Debit Card Limits** screen along with the **Daily Limits** details appears.
2. Click against the **Daily Domestic Limits** header or the **Daily International Limits** header based on which limits you wish to update.

   The desired limits appear in editable mode.

Update Daily Limits



3. Update the desired limits as required in **Daily Domestic Limits, Daily International Limits,** or **Combined Limits on Cards** sections.
4. Click **Save** to save the modified limits.
   OR
   Click **Cancel** to cancel the transaction.
5. The review screen appears.
   Click **Confirm** to confirm updating the debit card limits. .
   OR
   Click **Cancel** to cancel updating the debit card limits.
   OR
   Click **Back** to navigate back to the previous screen.
6. The confirm screen appears with a message stating that the request to update debit card limits has been submitted successfully.
7. Click **Home** to go to the Dashboard screen.
   OR
   Click **View Account Details** to view the **Account Details** screen.

Home

9. Block Card

Debit card fraud costs individuals and businesses millions of dollars every year globally. The speed at which fraudulent transactions can be performed on a stolen debit card is incredible; hence customers need a means by which to communicate the status of a lost or stolen card to the bank in the fastest possible manner with least amount of friction.

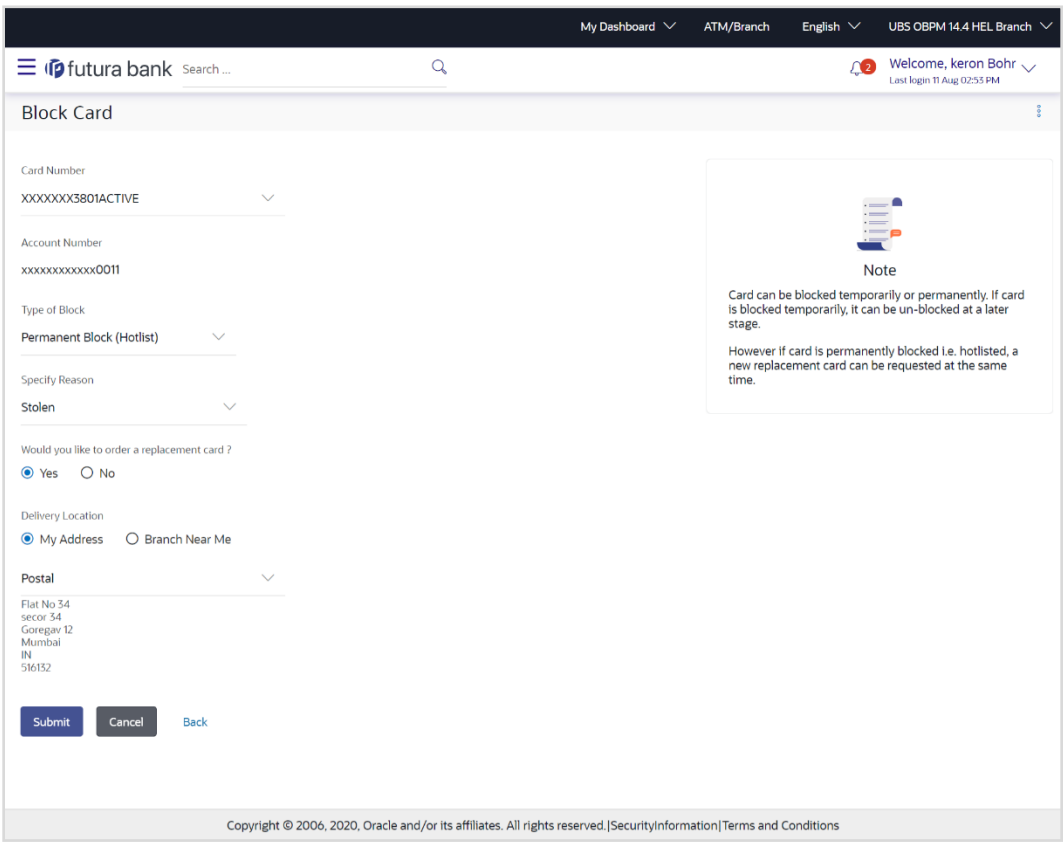
The Block Debit Card feature enables users to report stolen or lost debit cards to the bank, so that the bank can block the processing of any transaction performed on the debit card immediately.

This feature also enables the user to replace damage cards or stolen/lost cards with new card by requesting request for a replacement debit card which will have the same attributes as that of the debit card that is being blocked.

How to reach here:

Dashboard > Toggle menu > Menu > Accounts > Current and Savings > Debit Cards > kebab menu > Block Card
OR
Access through the kebab menu of transactions available under the kebab menu of any other Debit Cards screen

Block Card



Field Description

Field Name	Description
Card Number	Select the debit card which needs to be blocked.
Account Number	Displays the account number linked with debit card in masked format.
Block Type	Specify whether the card is to be temporarily blocked or is to be permanently blocked. The options are: • Temporary Block • Permanent Block (Hotlist)
The following fields are enabled if you select the **Temporary Block** option in the **Block Type** list.	
Specify Reason	The user is required to specify the reason for which the card is being blocked. The options are: • Lost • Stolen
The following fields are enabled if you select the **Permanent Block** option in the **Block Type** list.	
Specify Reason	The user is required to specify the reason for which the card is being blocked. The options are: • Damaged • Lost • Stolen
Would you like to order a replacement card?	Select the option to identify whether a replacement card is to be issued. The options are: • Yes • No

Field Name	Description
Delivery Location	The user can identify where the replacement card is to be delivered. This field is enabled only if the user has selected the option **Yes** in the field **Would you like to order a replacement card?** The options are: • My Address • Branch Near Me

Following fields will be enabled if the **My Address** option is selected in the **Delivery Location** field.

Select Address	Address where the replacement card is to be delivered. The options are: • Postal • Residence • Work Based on the selected option, the user's address details corresponding to the selected address as maintained are displayed.

Following fields will be enabled if the **Branch Near Me** option is selected in the **Delivery Location** field.

City	The user can filter branches based on the city in which they are located.
Branch Near Me	Branch name where the replacement card is to be delivered.
Branch Address	The address of the branch selected is displayed.

To block the debit card and raise a request for a replacement card:

1. From the **Card Number** list, select the debit card which needs to be blocked.
2. If you choose option **Block** to block the debit card from the **Action** field,
3. From the **Block Type** list select the desired option.
    a. If the **Permanent Block** option is selected;
        i. From the **Specify Reason** list, select the appropriate reason for which the card needs to be blocked.
        ii. This screen also provides the user with the facility to apply for a replacement card.
        iii. Select option **Yes**, if you wish to order a replacement card under the field **Would you like to order a replacement card?**
        iv. If you have selected option **Yes**, proceed to specify the details pertaining to where you would like the replacement card to be delivered.
            a. If you select the **My Address** option as delivery location:
                i. From the **Select Address** list, select the appropriate option.
                The complete address of the user as maintained corresponding to the selected address appears.
            a. If you select the **Branch Near Me** option as delivery location:
                i. From the **City** list, select the desired city.
                ii. From the **Branch Near Me** list, select the desired branch.
                The complete address of the selected branch appears.
    4. Click **Submit**.
    OR
    Click **Cancel** to cancel the transaction.
    5. The **Review** screen appears. Verify the details, and click **Confirm**.
    OR
    Click **Back** to navigate back to the previous screen.
    OR
    Click **Cancel** to cancel the transaction.
    6. The success message appears, along with the service request number.
    7. Click **Home** to go to the **Dashboard** screen.
    OR
    Click **View Account Details** to visit the account details page.

Home

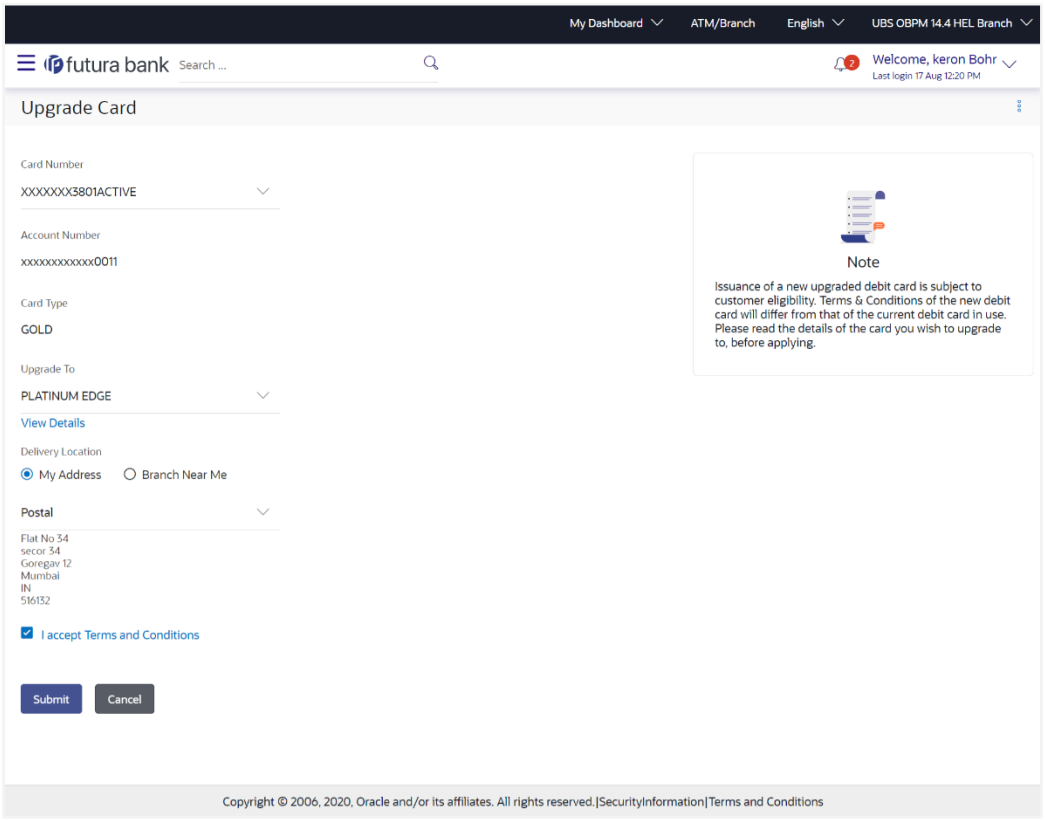
10. Upgrade Card

Using this option, the user can upgrade his existing debit card. The user might wish to upgrade his debit card in order to avail better benefits and facilities.

How to reach here:

Dashboard > Toggle menu > Menu > Accounts > Current and Savings > Debit Cards > kebab menu > Upgrade Card
OR
Access through the kebab menu of transactions available under the kebab menu of any other Debit Cards screen

Upgrade Card



Field Description

Field Name	Description
Card Number	The card number in masked format.
Account Number	Account number in masked format.
Card Type	The current product name of the card.

Upgrade To Select a variant of the debit cards available to upgrade the debit card.

View Details Link to view the features of the debit card selected in the **Upgrade Card** list.

Delivery Location Select a location where the new card is to be delivered.

The options are:

- My Address
- Branch Near Me

This section appears if you select the **My Address** option in the **Delivery Location** field.

Select Address The address at which the replacement card is to be delivered.

The options are:

- Residence
- Postal
- Work

Address The complete address of the primary account holder's work place, residence or that defined as postal address will be displayed based on which option has been selected in the address selection field.

This section appears if you select the **Branch Near Me** option in the **Delivery Location** field.

City The customer can filter branches based on city.

Branch Near Me The customer can select a branch at which the new card is to be delivered. The names of all the branches in the city selected in the previous field will be displayed.

Branch Address The complete address of the branch selected will be displayed once the customer selects a branch.

The following section appears, if the user selects a debit card variant in the **Upgrade Card** list and clicks on the **View Details** link.

Name of the Debit Card Variant The name of the debit card variant available for selection.

Domestic

The limits applicable on the debit card for use within the country.

POS Limit The daily usage limits on the cumulative amount allowed for payment at a Point of Sales (PoS) terminal of own bank.

Daily cash withdrawal limit	The daily limits on the cumulative amount allowed for withdrawal at an ATM of own bank.

International

The limits applicable on the debit card for international usage.

Remote ATM Limits	The daily usage limits on the cumulative amount allowed for withdrawal at an remote ATM.
Daily purchase limit	The daily limits on the cumulative amount allowed for purchase.
Remote POS Limits	The daily limits on the cumulative amount allowed for payment at a Point of Sales (PoS) terminal of another bank.
E COMMERCE Limit	The daily Usage limits on the cumulative amount allowed for e-Commerce.
Offers	Displays the offers available on the debit card variant.
Rewards	Displays the details of reward points accumulation based on purchase transactions using the debit cards.

To upgrade the debit card:

1. From the **Card Number** list, select the desired debit card to be upgrade.
2. From the **Upgrade To** list, select the desired debit card to upgrade.
3. Click on **View Details** link to view the features of the debit card selected in the **Upgrade Card** list. The features of the selected debit card appears on an overlay.
4. From the **Delivery Location** list, select the delivery location of choice.
   a. If you select the **My Address** option as delivery location:
      i. From the **Select Address** list, select the appropriate option. The complete address of the card holder's residence, work or that defined as postal address will be displayed.
   b. If you select the **Branch Near Me** option as delivery location,
      i. From the **City** list, select the city where the branch located.
      ii. From the **Branch Near Me** list, select a branch at which the new card is to be delivered. The branch address based on selection is displayed.
5. Select the **I accept Terms and Conditions** checkbox to give acceptance to upgrade a card.
6. Click **Submit**.
   OR
   Click **Cancel** to cancel the transaction.
7. The **Review** screen appears. Verify the details and click **Confirm**.
   OR
   Click **Back** to navigate back to the previous screen.

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

8. The confirm screen with a message confirming successful submission of the request to upgrade the card appears. The service request number also appears on this screen.
9. Click **Home** to go to the **Dashboard** screen.
   OR
   Click **View Account Details** to visit the account details page.

Home

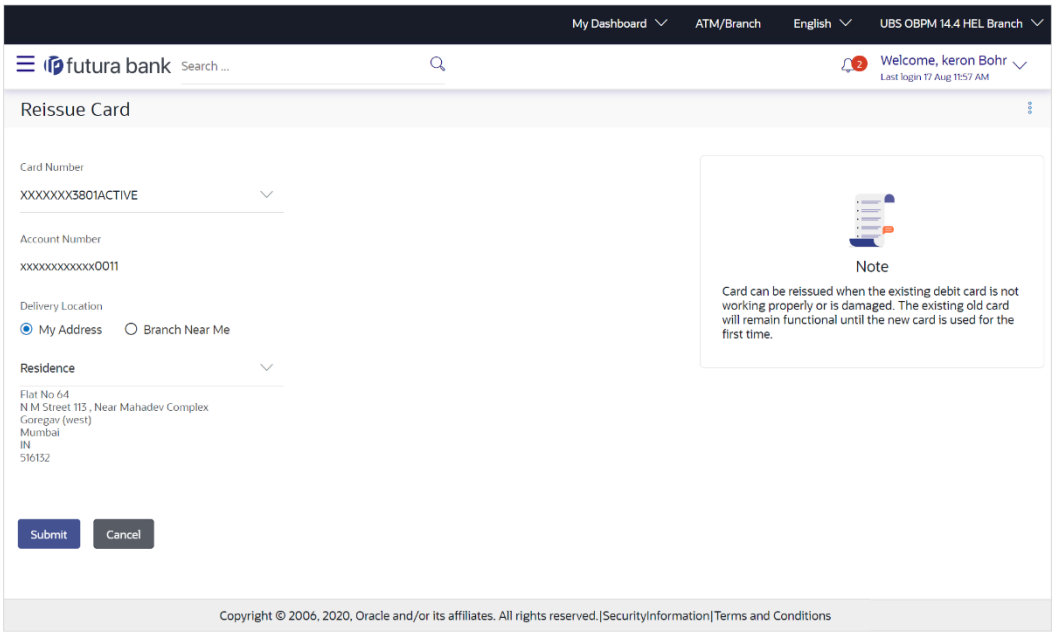
11. Reissue Card

This feature enables the user to replace damage cards or stolen/ lost cards with new card by requesting for a replacement debit card which will have the same attributes as that of the debit card that is being blocked.

How to reach here:

Dashboard > Toggle menu > Menu > Accounts > Current and Savings > Debit Cards > kebab menu > Re-Issue Card
OR
Access through the kebab menu of transactions available under the kebab menu of any other Debit Cards screen

Reissue Card



Field Description

Field Name	Description
Card Number	The card number in masked format.
Account Number	Account number in masked format.
Delivery Location	The location of delivery of the new replacement debit card. The options are: • My Address • Branch Near Me

Field Name	Description
This section appears if you select **My Address** option in the **Delivery Location** field.	
Select Address	The address at which the replacement card is to be delivered. The options are: • Postal • Residence • Work
Address	The complete address of the primary account holder's work place, residence or that defined as postal address will be displayed based on which option has been selected in the address selection field.
This section appears if you select **Branch Near Me** option in the **Delivery Location** field.	
Select Address	The address at which the replacement card is to be delivered. The options are: • Postal • Residence • Work
Address	The complete address of the primary account holder's work place, residence or that defined as postal address will be displayed based on which option has been selected in the address selection field.
City	The customer can filter branches based on city.
Branch Near Me	The branch in the selected city, where the card is to be delivered. **Note:** The options in this field depend on the selected option in the **City** field.
Branch Address	The complete branch address based on the selection above. **Note:** The address displayed here depends on the selected option in the **Branch Near Me** field.

To request for the reissue of a debit card:

1. From the **Card Number** list, select the debit card which to be re issue.
2. From the **Delivery Location** list, select the delivery location to which the new card is to be delivered.
   a. If you select the **My Address** option as delivery location:
      i. From the **Select Address** list, select the appropriate option. The complete address of the card holder's residence, work or that defined as postal address will be displayed.
   b. If you select the **Branch Near Me** option as delivery location,
      i. From the **City** list, select the city where the branch located.
      ii. From the **Branch Near Me** list, select a branch at which the new card is to be delivered. The branch address based on selection is displayed.
3. Click **Submit**.
   OR
   Click **Cancel** to cancel the transaction.
4. The **Review** screen appears. Verify the details and click **Confirm**.
   OR
   Click **Cancel** to cancel the transaction.
   OR
   Click **Back** to navigate back to the previous screen.
5. The success message is displayed along with the service request number appears.
6. Click **Home** to go to the **Dashboard** screen.
   OR
   Click **View Account Details** to visit the account details page.

Home

12. Request PIN

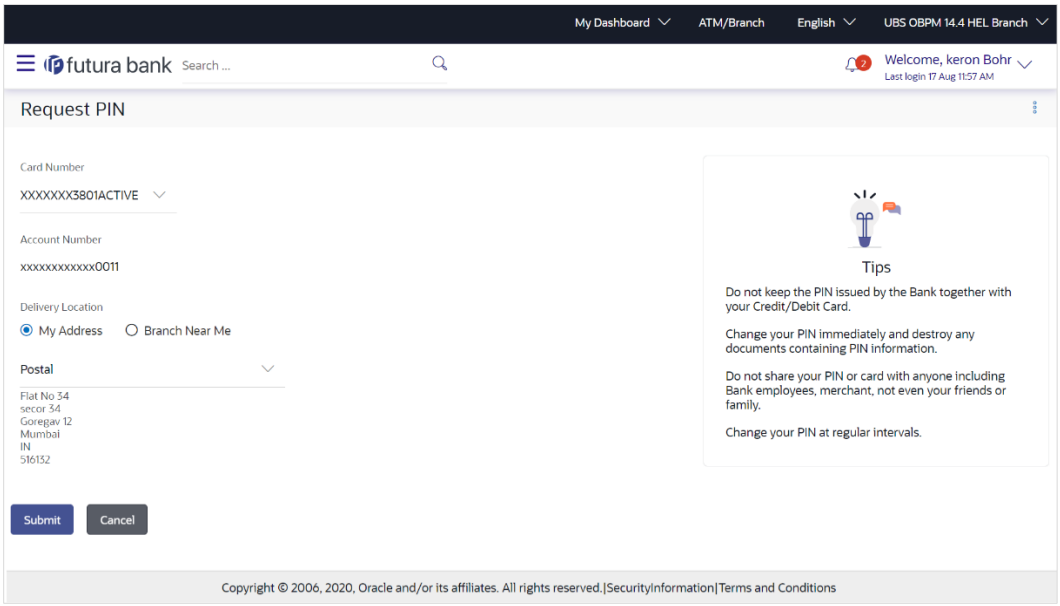
A debit card PIN is required to authenticate any debit card transaction. Without a PIN, the customer will not be able to withdraw funds from his account or make any Point of Sale purchases. This feature enables a customer to request for a new debit card PIN to be delivered at the address of his choice.

The debit card PIN request is a service request transaction and on initiating the request, an SR number is generated, which can be used by the customer to track the status of the request. Duplicity checks are done by the system to ensure that no duplicate requests are being initiated.

How to reach here:

Dashboard > Toggle menu > Menu > Accounts > Current and Savings > Debit Cards > kebab menu > Request PIN
OR
Access through the kebab menu of transactions available under the kebab menu of any other Debit Cards screen

Request PIN



Field Description

Field Name	Description
Card Number	The card number in masked format.
Account Number	Account number in masked format.

Field Name	Description
Delivery Location	Select the location where the debit card PIN is to be delivered. The options are: • My Address • Branch Near Me

This section appears if you select **My Address** option in the **Delivery Location** field.

Select Address	The address at which the debit card PIN is to be delivered. The options are: • Postal • Residence • Work
Address	The complete address of the card holder's work place, residence or that defined as postal address will be displayed based on which option has been selected in the address selection field.

This section appears if the customer selects **Branch Near Me** option in the **Delivery Location** field.

City	The customer can filter branches based on city.
Branch Near Me	The customer can select a branch at which the PIN is to be delivered. The names of all the branches in the city selected in the previous field will be displayed.
Branch Address	The complete address of the branch selected will be displayed once the customer selects a branch.

To request for a debit card PIN:

1. From the **Card Number** list, select the debit card for whom request for a new debit card PIN is to be raised.
2. In the **Delivery Location** field, select the delivery location of choice.
   a. If you select the **My Address** option:
      i. From the **Address** list, select the address where the PIN is to be delivered.
   b. If you select the **Branch Near Me** option:
      i. From the **City** list, select the desired city.
      ii. From the **Branch Near Me** list, select the desired branch. The complete address of the selected branch appears.
3. Click **Submit**.
   OR
   Click **Cancel** to cancel the transaction.

4. The **Review** screen appears. Verify the details and click **Confirm**.
   OR
   Click **Cancel** to cancel the transaction.

   OR
   Click **Back** to navigate back to the previous screen.
5. The success message of debit card PIN request along with the service request number appears.
6. Click **Home** to go to the **Dashboard** screen.
   OR
   Click **View Account Details** to visit the account details page.

Home

13. Reset PIN

A debit card PIN is required to authenticate any debit card transaction. Without a PIN, the customer will not be able to withdraw funds from his account or make any Point of Sale purchases. This feature enables you to reset the Debit Card PIN anytime at your convenience.

Note: This transaction appears only in case of Third Party integration.

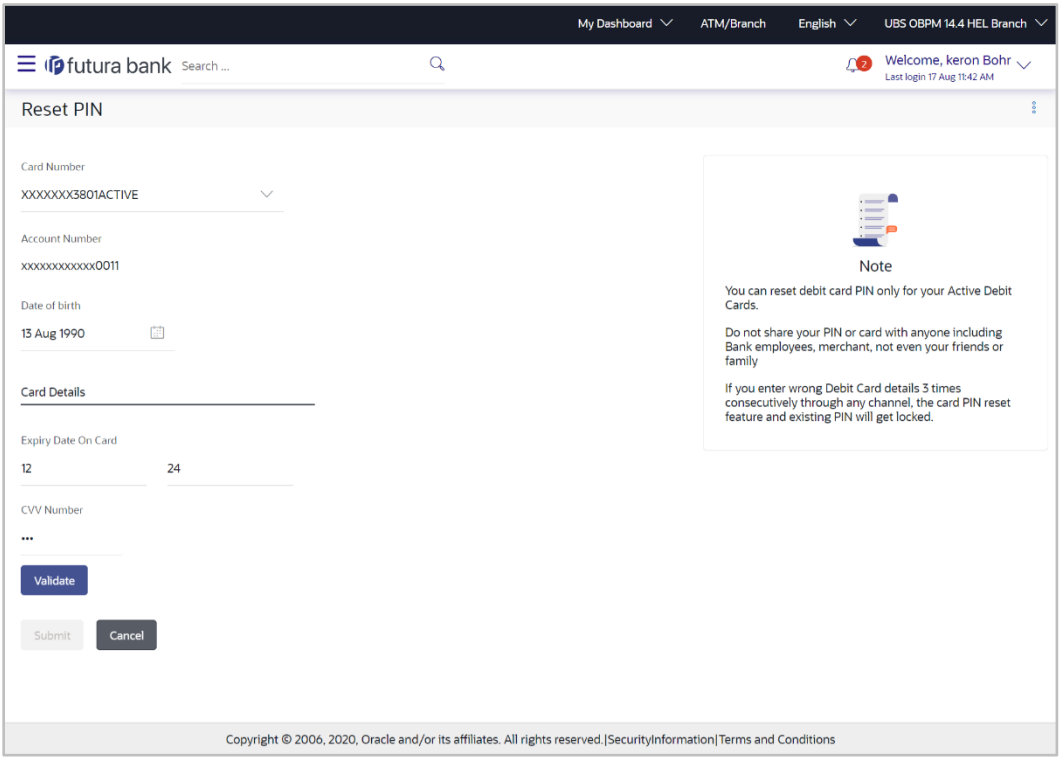
How to reach here:

Dashboard > Toggle menu > Menu > Accounts > Current and Savings > Debit Cards > kebab menu > Reset PIN
OR
Access through the kebab menu of transactions available under the kebab menu of any other Debit Cards screen

To generate the debit card PIN:

1. From the **Card Number** list, select the debit card of which PIN is to be reset.
2. In **Date of Birth** date calendar field, specify the card holder's date of birth.

Reset PIN – Card Details

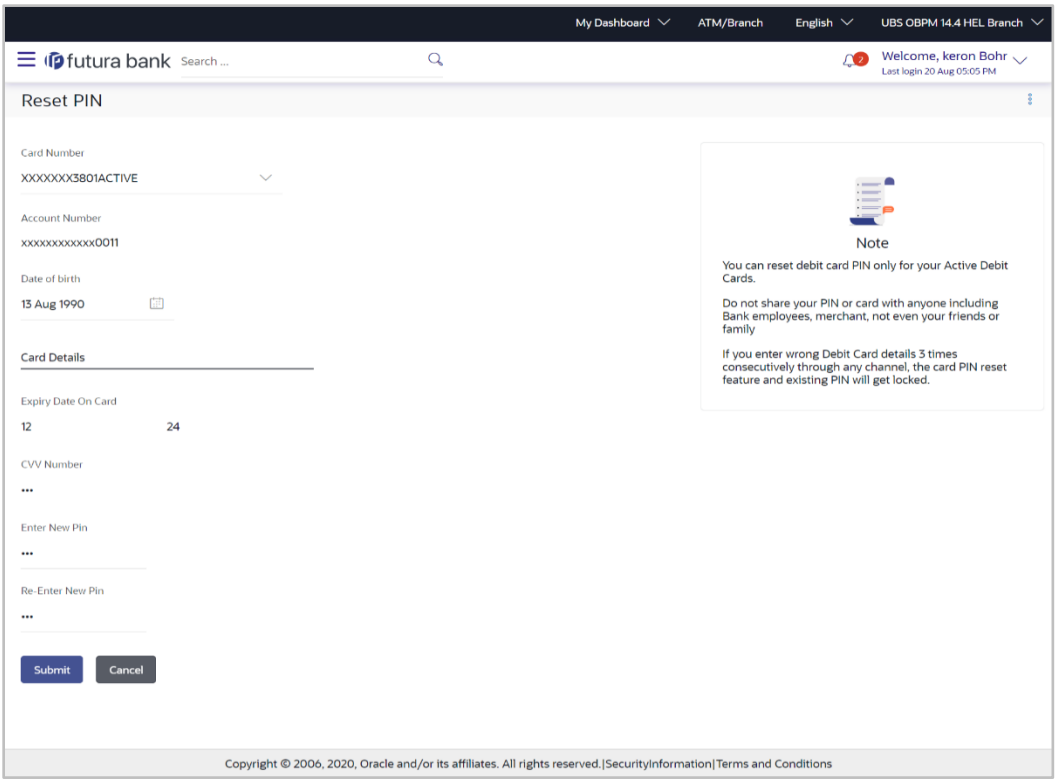


Field Description

Field Name	Description
Card Number	The card number in masked format.
Account Number	Account number in masked format.
Date Of Birth	Specify the date of birth of the card holder. It is used to verify the identity of the card holder.
Card Details	
Expiry Date on Card	The expiry date of the debit card (MM/YY).
CVV Number	The Card Verification Value number (CVV) 3 digit number available on the reverse side of the debit card.

3. In the **Expiry Date on Card** field, enter the Card Expiry Date (MMYY).
4. In the **CVV Number** field, enter the numeric digit code printed on the back of the card.
5. Click **Validate**. The entered card details are verified, and the **Reset PIN** section appears.
   OR
   Click **Cancel** to cancel the transaction.

New PIN Details



Field Description

Field Name	Description
Enter New PIN	Enter a new PIN for the debit card.
Re-Enter New PIN	Re-enter the new PIN for the debit card.

6. Enter a new PIN in **Enter New PIN** and **Re-Enter New PIN** fields respectively.
7. Click **Submit**. The Authentication screen appears.
   OR
   Click **Cancel** to cancel the transaction.
8. The success message of debit card PIN generation appears.
9. Click **Home** to go to the **Dashboard** screen.
   OR
   Click **View Account Details** to visit the account details page.

Home

14. Cheque Book Request

Cheques are the most widely used instruments that are used to make different kinds of payments.

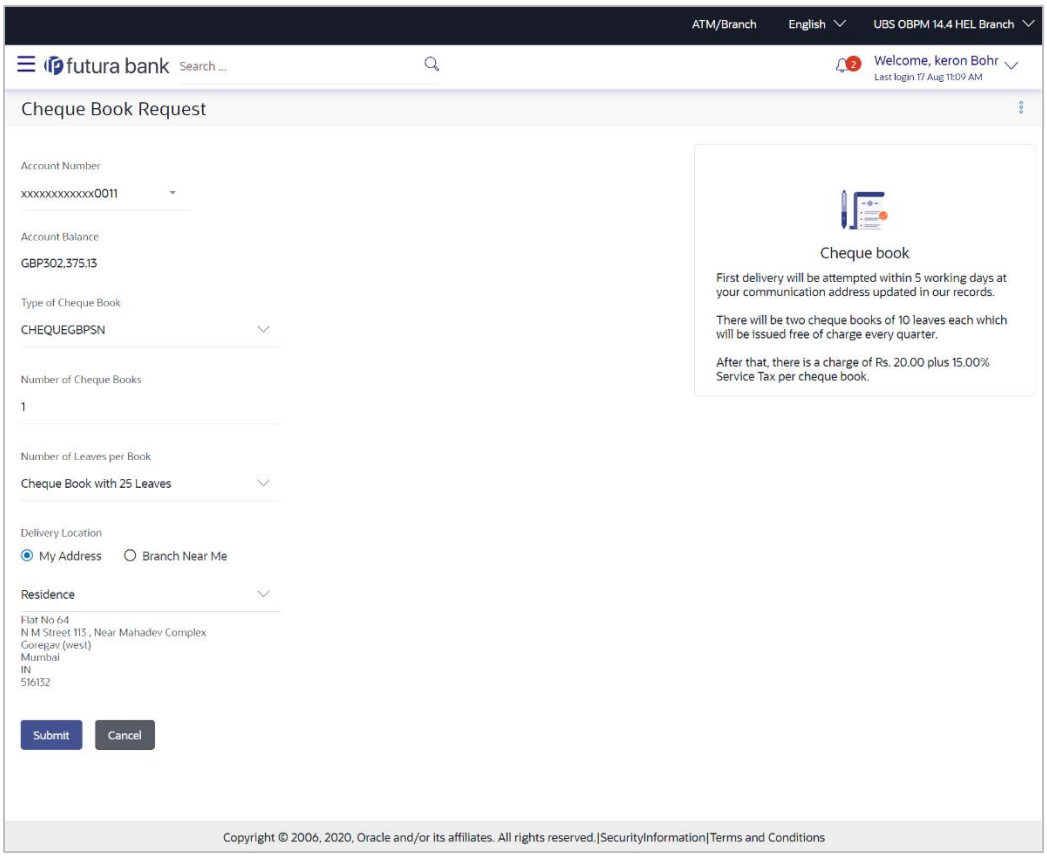
The **Cheque Book Request** feature enables customers to request for a new cheque book online. This feature is enabled only for those accounts for which cheque book facility is enabled.

Customers can specify the number of cheque books required, leaves per cheque book, cheque book type and also the delivery location as to where the cheque book is to be delivered, while initiating a cheque book request. User can access account related transactions on the kebab menu.

How to reach here:

Dashboard > Toggle menu > Menu > Accounts > Current & Savings > Cheque Book Request
OR
*Access through the kebab menu of transactions available under the **Current & Savings** module*

Cheque Book Request



Field Description

Field Name	Description
Account Number	Select the current or savings account number for which cheque book request is to be done. For more information on Account Nickname, refer Account Nickname.
Account Balance	The balance in the account in the account currency.
Type of Cheque Book	The type of cheque book required.
Number of Cheque Books	Number of cheque books required. This field appears if you have the facility to request for multiple cheque books.
Number of Leaves per Book	Number of cheque leaves required in each cheque book. The options are: • Cheque book with 10 leaves • Cheque book with 25 leaves • Cheque book with 50 leaves
Delivery Location	Delivery location of the cheque book. The options are: • My Address • Branch Near Me

This section appears if the customer selects **My Address** option in the **Delivery Location** field.

Select Address	The address at which the cheque book is to be delivered. The options are: • Postal • Residence • Work
Address	The complete address of the primary account holder's work place, residence or that defined as postal address will be displayed based on which option has been selected in the address selection field.

This section appears if the customer selects Branch Near Me option in the Delivery Location field.

Field Name	Description
City	The customer can filter branches based on city.
Branch Near Me	The customer can select a branch at which the cheque book is to be delivered. The names of all the branches in the city selected in the previous field will be displayed. Note**:** The options in this field depend on the selected option in the **City** field.
Branch Address	The complete address of the branch selected will be displayed once the customer selects a branch. Note: The address displayed here depends on the selected option in the **Branch Near Me** field.

To request a cheque book:

1. From the **Account Number** list, select the current or savings account for which a cheque book is to be requested.
2. From the **Type of Cheque Book** list, select the desired option.
3. In the **Number of Cheque Book** field, specify the required number of cheque books.
4. From the **Number of Leaves per Book** list, select the number of leaves required in each cheque book.
5. In the **Delivery Location** field, select the delivery location of choice.
   a. If you select the **My Address** option as delivery location:
      i. From the **Address** list, select the cheque book delivery address.
   b. If you select the **Branch Near Me** option as delivery location:
      i. From the **City** list, select the desired city.
      ii. From the **Branch Near Me** list, select the desired branch.
      The complete address of the selected branch appears.
6. To submit the cheque book request, click **Submit**.
   OR
   Click **Cancel** to cancel the transaction.
7. The **Review** screen appears. Verify the details and click **Confirm**.
   OR
   Click **Cancel** to cancel the transaction.
   OR
   Click **Back** to navigate to the previous screen.
8. The success message of cheque book request along with the transaction reference number appears.
9. Click **Home** to go to the Dashboard screen.

   OR

Click **View Account Details** to view the Account Details screen.

Home

15. Cheque Status Inquiry

The **Cheque Status Inquiry** transaction enables customers to view the status of cheques written by them at any point of time. The customer can view the status of either a single cheque by providing a cheque number or that of a cheque series by defining a cheque range.

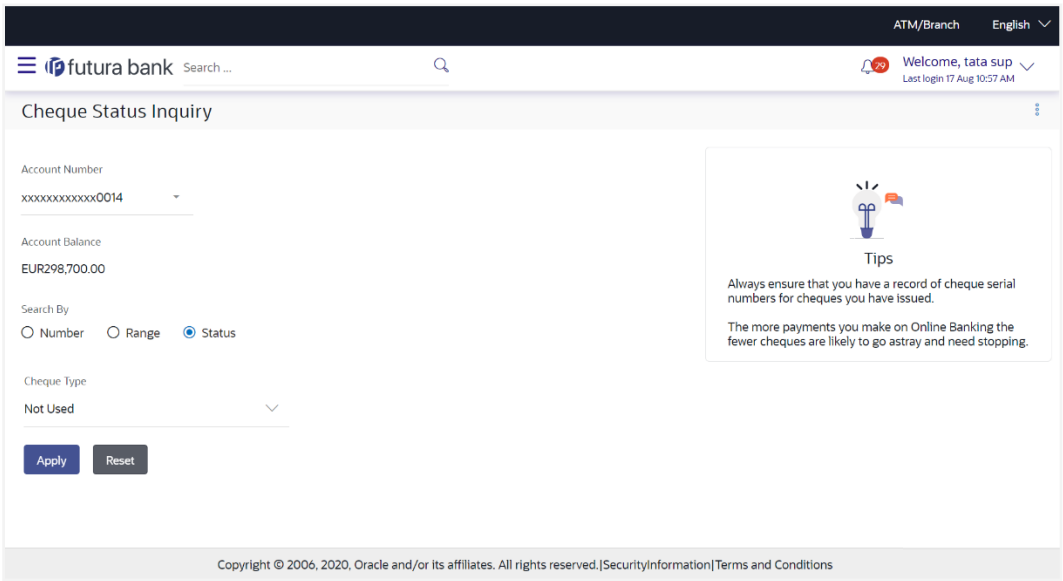
Customers can also search for cheques based on their status i.e. used, not used, stopped, etc.

Note: The **Range** and **Status** fields are displayed if the Oracle Banking Digital Banking Experience application is integrated with **Universal Banking Solutions** and the region is not **India**.

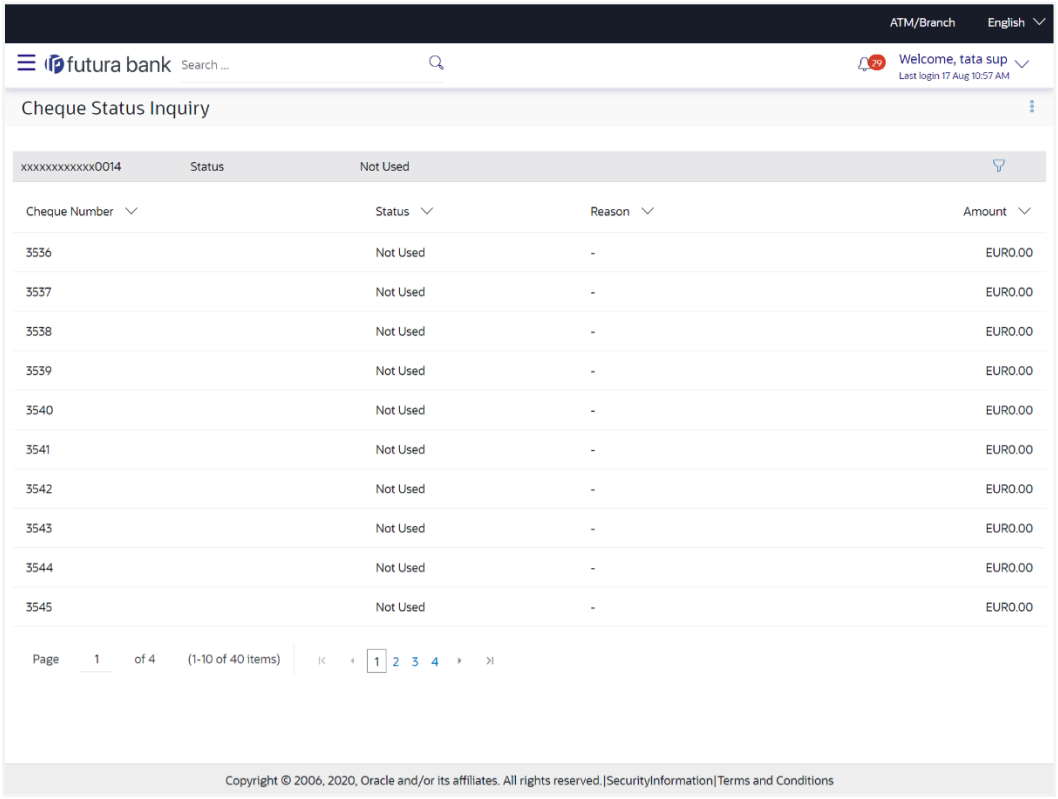
How to reach here:

Dashboard > Toggle menu > Menu > Accounts > Current & Savings > Cheque Status Inquiry
OR
*Access through the kebab menu of transactions available under the **Current & Savings** module*

Cheque Status Inquiry



Cheque Status Inquiry- Result



Field Description

Field Name	Description
Account Number	Select an account number to view the status of cheques associated with that account.
Account Balance	The balance of the CASA account will be displayed in the account currency.
Search Cheque by	Allows the customer to specify the criteria by which to view the status of cheques. The options are: • Number • Range • Status **Note:** The **Range** and **Status** fields are displayed if the Oracle Banking Digital Banking Experience application is integrated with **Oracle FLEXCUBE Universal Banking** and the region is not **India**.

Field Name	Description
Cheque Number	The customer can define the cheque number for which he wants to view the status. This field appears if you select **Number** option from the **Search Cheque by** list.
From	The customer is required to define the starting cheque number of the range for which to view cheque status. This field is appears if you select **Range** option from the **Search Cheque by** list.
To	The customer is required to define the last cheque number of the range for which to view cheque status. This field appears if you select **Range** option from the **Search Cheque by** list.
Cheque Type	The customer is required to identify a specific status in order to view cheques that belong to that status. The options are: • Used • Not Used • Stopped • Rejected • Cancelled This field appears if you select the **Status** option from the **Search Cheque By** list. The **From Date** and **To Date** search fields will be disabled if the customer selects either the **Not Used** or **Cancelled** status.
From Date	The customer is required to specify the start date in a date range from which cheques of a particular status are to be fetched. This field appears if you select **Status** option from the **Search Cheque By** list.
To Date	The customer is required to specify the last date in the date range for which cheques of a particular status are to be fetched. This field appears if you select **Status** option from the **Search Cheque By** list.
Cheque Status Inquiry Results	
Cheque Number	The cheque number of which status is being viewed.
Status	The current status of the cheque is displayed against it.

Field Name	Description
Reason	The reason for which the cheque has been stopped, rejected or cancelled. A value will be displayed here only if the cheque is in any of these three statuses.
Amount	The amount for which the cheque was issued.

To inquire about the cheque status:

1. From the **Account Number** list, select an account to view the status of cheques associated with that account.
2. From the **Search Cheque** by list, select the appropriate option.
   a. If you select the **Number** option:
      i. In the **Cheque Number** field, enter the cheque number.
   b. If you select the **Range** option:
      i. In the **From** field, enter the cheque start number.
      ii. In the **To** field, enter the cheque end number.
   c. If you select the **Status** option:
      i. From the **Cheque Type** list, select the appropriate option.
      ii. From the **From Date** list, select the appropriate date.
      iii. From the **To Date** list, select the appropriate date.
3. To inquire about the cheque request, click **Apply**.
   The results of the cheque status inquiry appear.
   OR
   Click **Reset** to clear the data entered.

Home

16. Stop/ Unblock Cheque

Cheques are physical instruments used for the purpose of making payments. A customer might require to block a cheque payment in case the cheque has been lost or stolen. Hence it is critical to provide an option to stop such cheques so that they cannot be misused.

The Stop/ Unblock cheque feature enables a customer to stop a cheque that has been issued for making payment. In order to request for a cheque to be stopped, the customer will have to specify the account number from which the cheque has been issued as well as the cheque number and the reason for which the request is being raised. In addition to requesting for a stop cheque on a specific cheque, the customer can also request for a stop cheque to be performed on a cheque series by specifying the cheque range.

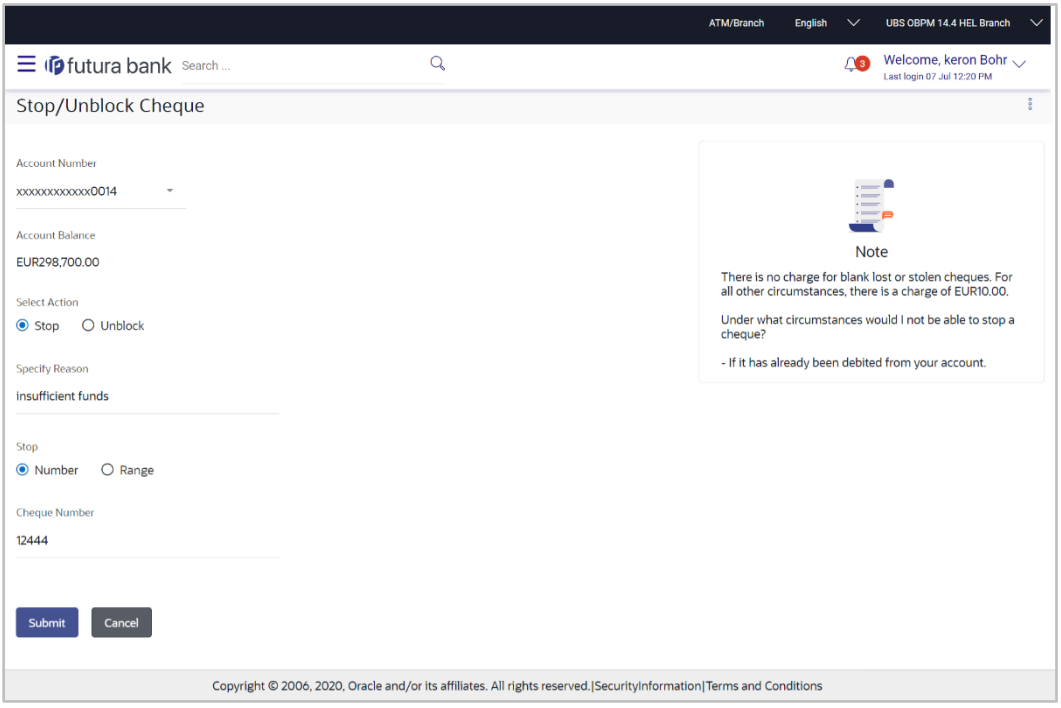
Additionally customers can also request for a cheque or cheque range that has been stopped or blocked to be unblocked.

Both stop cheque as well as unblock cheque requests are online i.e. do not require manual intervention by a bank official and the specific cheque or cheque range is immediately stopped or unblocked based on the request raised.

How to reach here:

Dashboard > Toggle menu > Menu > Accounts > Current & Savings > Stop/Unblock Cheque
OR
Access through the kebab menu of transactions available under the ***Current & Savings*** *module*

Stop /Unblock Cheque



Field Description

Field Name	Description
Account Number	Savings account number in masked format along with the account nickname.
Account Balance	The current available balance in the account.
Select Action	The action to be taken on the cheque i.e. whether to stop or unblock the cheque. The options are: • Stop • Unblock
Specify Reason	The reason for stopping or unblocking the cheque.
Stop	Select the option to stop either a specific cheque by selecting Number or to stop multiple cheques by selecting Range. The options are: • Number • Range This field will be displayed if the option **Stop** is selected under the Select Action field.
Unblock	Select the option to unblock either a specific cheque by selecting Number or to unblock multiple cheques by selecting Range. The options are: • Number • Range This field will be displayed if the option **Unblock** is selected under the Select Action field.
Cheque Number	Cheque number of the cheque to be stopped or unblocked. This field appears if you select the **Number** option.
From	Start number of the cheque range to be stopped or unblocked. This field appears if you select the **Range** option.
To	End number of the cheque range to be stopped or unblocked. This field appears if you select the **Range** option.

To stop or unblock cheque:

1. From the **Account Number** list, select the account number of which cheque/cheques have to be stopped or unblocked.
2. In the **Select Action** field, select the appropriate option.
3. In the **Specify Reason** list, enter the reason to stop or unblock the cheque.
4. If **Stop** is selected under the **Select Action** field, in the **Stop** field, select the desired option:
   a. If you select the **Number** option:
      i. In the **Cheque Number** field, enter the cheque number.
   b. If you select the **Range** option:
      i. In the **From** field, enter the cheque start number.
      ii. In the **To** field, enter the cheque end number.
5. If **Unblock** is selected under the **Select Action** field, in the **Unblock** field, select the desired option:
   a. If you select the **Number** option:
      i. In the **Cheque Number** field, enter the cheque number.
   b. If you select the **Range** option:
      i. In the **From** field, enter the cheque start number.
      ii. In the **To** field, enter the cheque end number.
6. Click **Submit**.
   OR
   Click **Cancel** to cancel the transaction.
7. The **Review** screen appears. Verify the details and click **Confirm**.
   OR
   Click **Cancel** to cancel the transaction.
   OR
   Click **Back** to navigate back to the previous screen.
8. The success message of stopping/ unblocking the check along with the transaction reference number.
9. Click **Home** to go to the **Dashboard** screen.
   OR
   Click **View Account Details** to visit the account details page.

Home

17. Transactions

Customers can track the transactions taking place in their accounts. This feature enables customers to view the details of all the transactions performed in their accounts. All the debit and credit entries along with each transaction amount and reference details are displayed.

Bank can configure and enable customizable UI display/download option for the end users. Using this feature, users can personalize the information to be displayed/downloaded from search grid displayed on the screen.

By clicking on 'Preference' option available on the screen, user can

- Rearrange columns
- Remove specific columns.

Note:
1) The downloaded report will have the same columns as displayed on the UI as per user preference as well as there will also be an option to modify the column selection while downloading.
2) The column preferences setup by the user will be saved for future reference i.e. in case the user revisits this screen, the preferred columns will only be displayed in the table.

Customers can also undertake the following from this screen:

- Request for Statements – The customer can access this option by selecting the **Request Statement** option from the kebab menu. The user will be able to define the period for which he/she requires to receive statements at his/her registered address.

- Download Pre-Generated Statements – The customer can select the **Pre-Generated Statement** option from the kebab menu on this page, in order to be provided with the facility to define the period for which he/she would like to download pre-generated statements.

- Subscribe for E-Statements – By selecting the **E-Statement** option from the kebab menu, the user will be able to either subscribe or unsubscribe (if subscription is active) for e-statements for the specific account. If the user opts to subscribe for e-statements, he/she will receive monthly e-statements on his/her registered email address.

How to reach here:

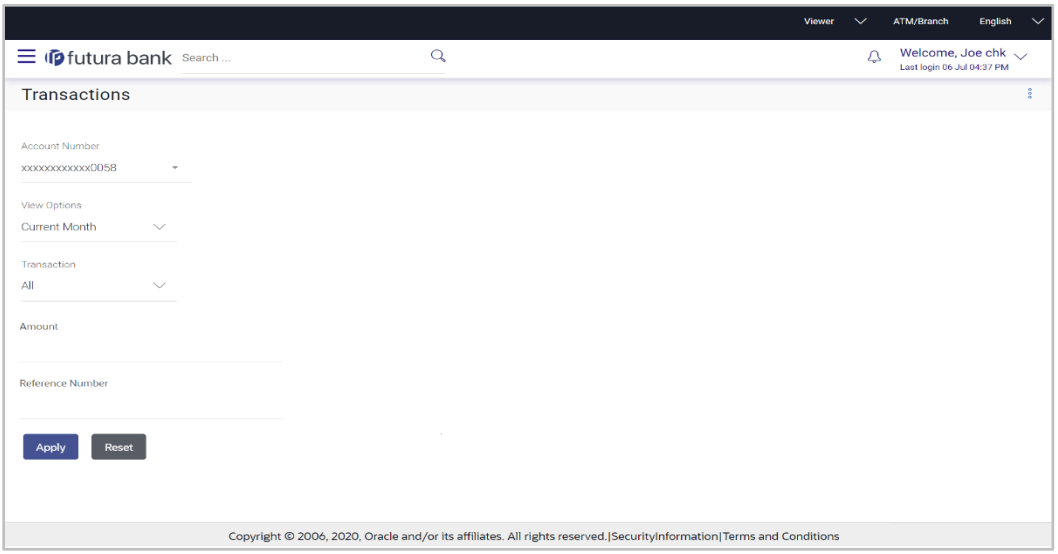
Dashboard > Overview Widget > Current & Savings > Current & Savings Account Kebab menu > Transactions
OR
Dashboard > Toggle Menu > Menu > Accounts > Current and Savings > Transactions
OR
*Access through the kebab menu of transactions available under the **Current & Savings** module*

To view transactions:

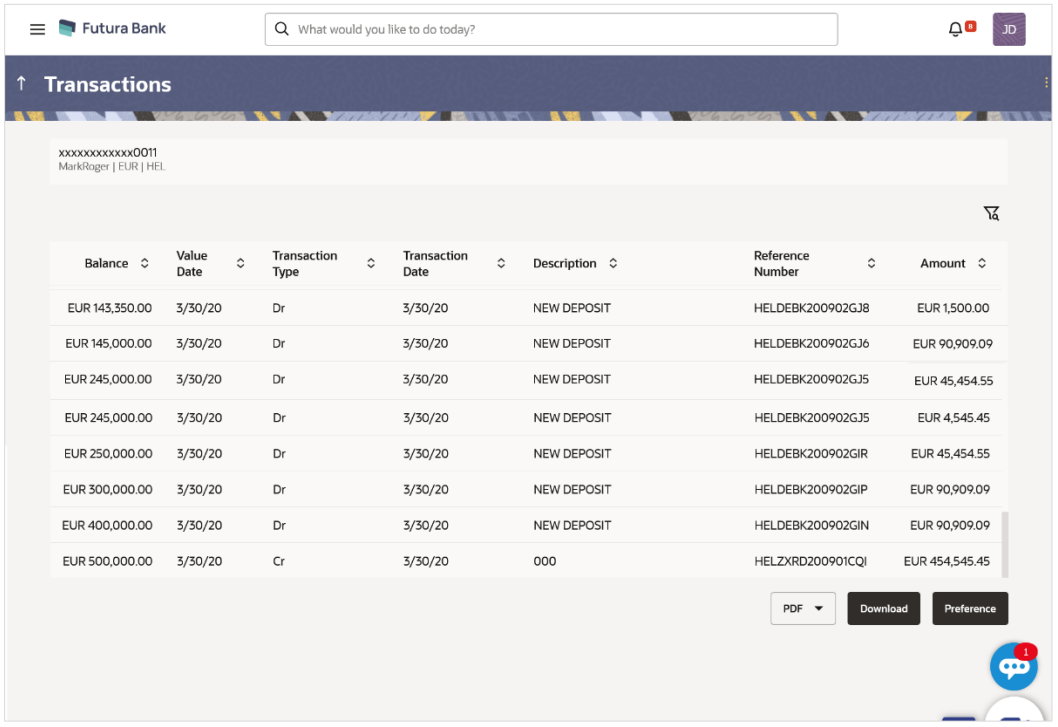
1. From the **Account Number** list, select the account of which you wish to view transactions.
2. From the **View Options** list, select the desired transaction period.
   a. If the option **Date Range** has been selected in the **View Options** list, specify the date range in the **From Date** and **To Date** fields.
3. In the **Amount** field, enter the specific transaction amount matching to which you wish to view transactions.

4. From the **Transaction** list, select the types of transactions to be displayed i.e. either debit or credit or all transactions.
5. In the **Reference Number** field, enter a transaction reference number if you wish to view a specific transaction record.
6. Click **Apply** to view transactions based on the defined criteria.
   OR
   Click **Reset** to clear the details entered.

Transactions – Filter Criteria



Transactions – View Transactions



Field Description

Field Name	Description
Account Number	Select an account of which you wish to view transactions. On selection, system displays the Account Number along with the Account Name, Account Currency, and Branch Code.
View Options	Filters to view the transactions of a specific period. The options are: • Current Month • Current Day • Previous Day • Previous Month • Current Month &Previous Month • Previous Quarter • Date Range • Last 10 Transactions
From Date –To Date	Specify the period for which you wish to view transactions. Search will be based on the transaction date range. These fields will be displayed only if you have selected the option **Date Range** from the **View Options** list.
Transaction	Filters to view the transactions based on description. The options are: • All • Credits Only • Debits Only
Amount	The specific transaction amount matching to which you wish to view transactions.
Reference Number	Reference number of the transaction.
Opening Balance	The opening balance in the account for the specific period.
Closing Balance	Closing balance in the account for the specific period.
Results	

Field Name	Description
Download	Click the link to download the statement.
Transaction Date	Date on which the activity was performed.
Value Date	The value date of the transaction as maintained by the bank.
Description	Short description of the transaction.
Reference Number	Reference number of the transaction.
Transaction Type	The type of transaction performed, i.e. if it was a debit or credit transaction.
Amount	The transaction amount.
Balance	Balance in the account. The Balance column appears only if the option **All** has been selected as a filter criteria in **View Options** field.

7. Click on the icon to change filter criteria. Based on the defined criteria you can view transactions.
   OR
   Click **PDF** and select the format in which the statement is to be downloaded.
   The statement gets downloaded.
   Click on the **Download** to download the records in CSV & PDF format.
   OR
   Click **Preference** to setup a column preferences by rearranging or removing columns.
8. The following actions can also be performed in the screen:
   - Subscribe for E-Statements.
   - Request for a specific statement
   - Download Pre-Generated Statements.

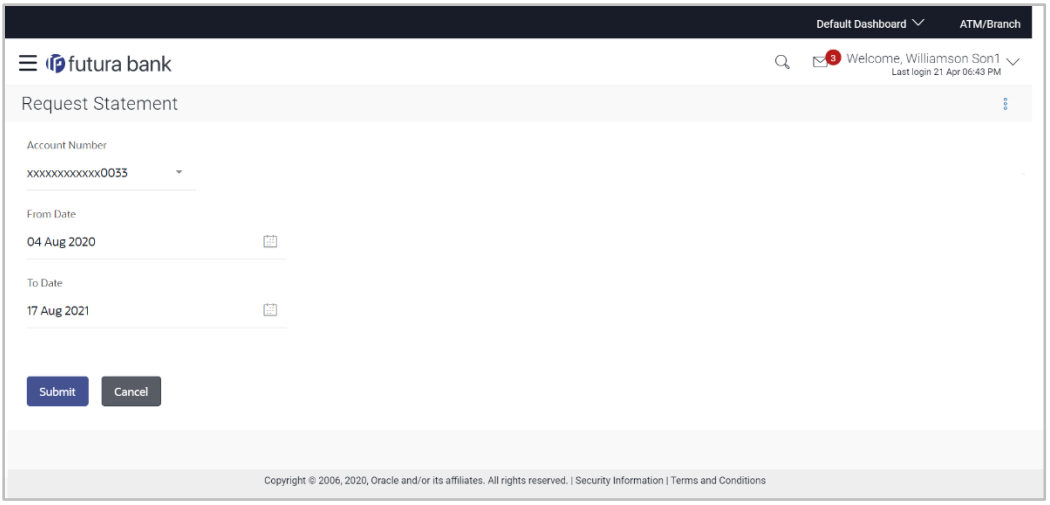
17.1 Request Statement

A user may require the physical copy of an account statement for a certain period. The statement request feature enables users to request the bank for a physical copy of the statement of an account for a specific period. This physical copy will be mailed to the user's address registered with the bank.

To request for a Statement

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

Request Statement



Field Description

Field Name	Description
Account Number	Islamic savings account number in masked format for which statement has to be requested.
From Date	The user is required to specify the start date from which the account statement is required.
To Date	The user is required to specify the date until when the statement is required.

2. From the **Account Number** list, select the account number for the account statement.
3. From the **From Date** list, select the start date of the account statement.
4. From the **To Date** list, select the end date of the account statement.
5. Click **Submit**.
   OR
   Click **Cancel** to cancel the transaction.

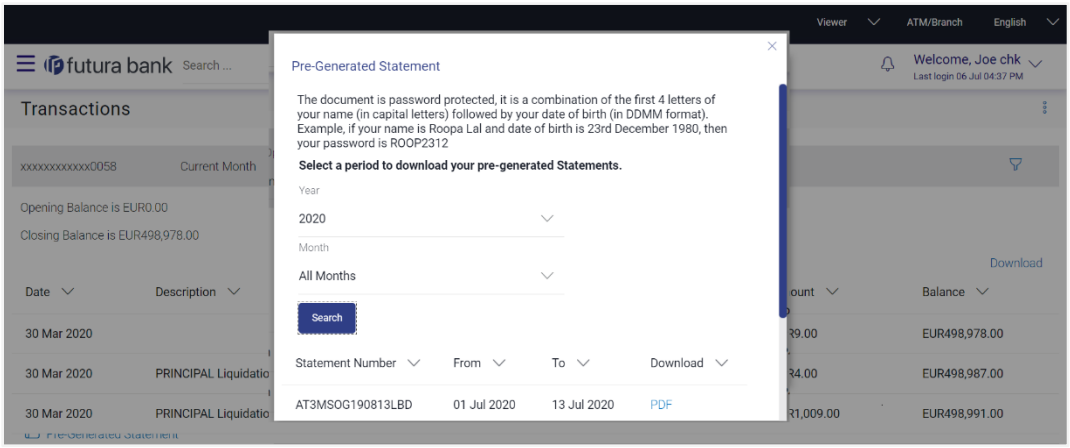
6. The **Review** screen appears. Verify the details and click **Confirm**.
   OR
   Click **Cancel** to cancel the transaction.
   OR
   Click **Back** to navigate back to the previous screen.
7. The success message of **Statement Request** appears along with the transaction reference number.
8. Click **Home** to go to the **Dashboard** screen.
   OR
   Click **View Account Details** to visit the account details page.

17.2 Pre-generated Statement

To download pre-generated statements:

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

Pre-generated Statement



Field Description

Field Name	Description
Select a period to download your pre-generated Statements	
Period	
Year	The year for which the statement is required
Month	The month for which the statement is required.

Field Name	Description
Statement Number	The statement reference number.
From	Start date of the date period for which the statement is generated.
To	End date of the date period for which the statement is generated.
Download	Click the link against a statement to download the specific statement.

2. From the **Period** list, select the desired year and month for which pre-generated statement is to be required.
3. Click **Search** to search amongst the pre-generated statements for the selected period.
4. Click **Download** link against any record (.pdf) to download the statement in password protected pdf format.

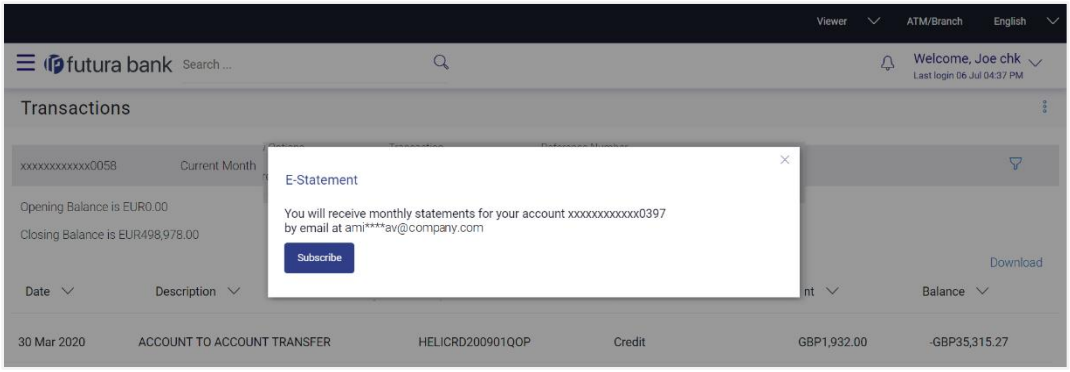
17.3 E-statement

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

To subscribe / unsubscribe for e-statements:

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

E-statement



2. The Pop-up Message appears. (Subscribe to E-Statement You will receive monthly statements for your account <Number in masked format> by email at <User's email address>)
   a. Click **Subscribe** to opt to receive monthly statements on your registered email address.

b. The success message of request submission appears. Click **OK** to complete the transaction.

3. If the user has already subscribed for e-statements, the pop up message contains a message stating that the user is subscribed to receive e-statements. The option to unsubscribe for e-statements is provided.
   a. Click **Unsubscribe** to opt out of receiving monthly statements on your registered email address.
   b. The success message of request submission appears. Click **OK** to complete the transaction.
   c. Click **Proceed** to Unsubscribe.
4. The success message of request submission appears.
5. Click **Home** to go to the **Dashboard** screen.
   OR
   Click **View Account Details** to visit the account details page.

Home

18. Sweep-In

A sweep in facility enables customers to link their Current and Savings/Term Deposit account to another Current and Savings account held with the bank. Whenever there is insufficient funds, the shortfall in the account is swept in from the linked Term Deposit/Current and Savings account, thereby providing the customer the convenience of getting payments processed with ease.

The Sweep-in option enables the user to manage all his linked current and savings accounts and term deposit accounts. With this option, the user can add his Current and Savings / Term Deposit account held with the bank, as a sweep-in account. There is also an option to delete or delink sweep-in from an existing Current and Savings account / Term Deposit accounts, which has sweep in facility. After logging in to the application, when the user clicks the Sweep-in option, the user has to select his provider account, which directs him to the Sweep-in summary page. This page has options to add and delete the sweep-in accounts.

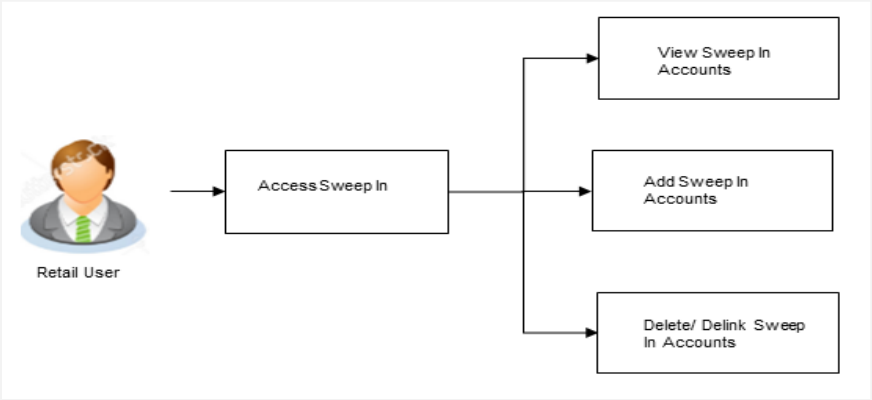
Pre-Requisites

- Transaction access is provided to the retail user

Features supported in the application

- View Sweep In
- Add Sweep In
- Delete Sweep In

Workflow



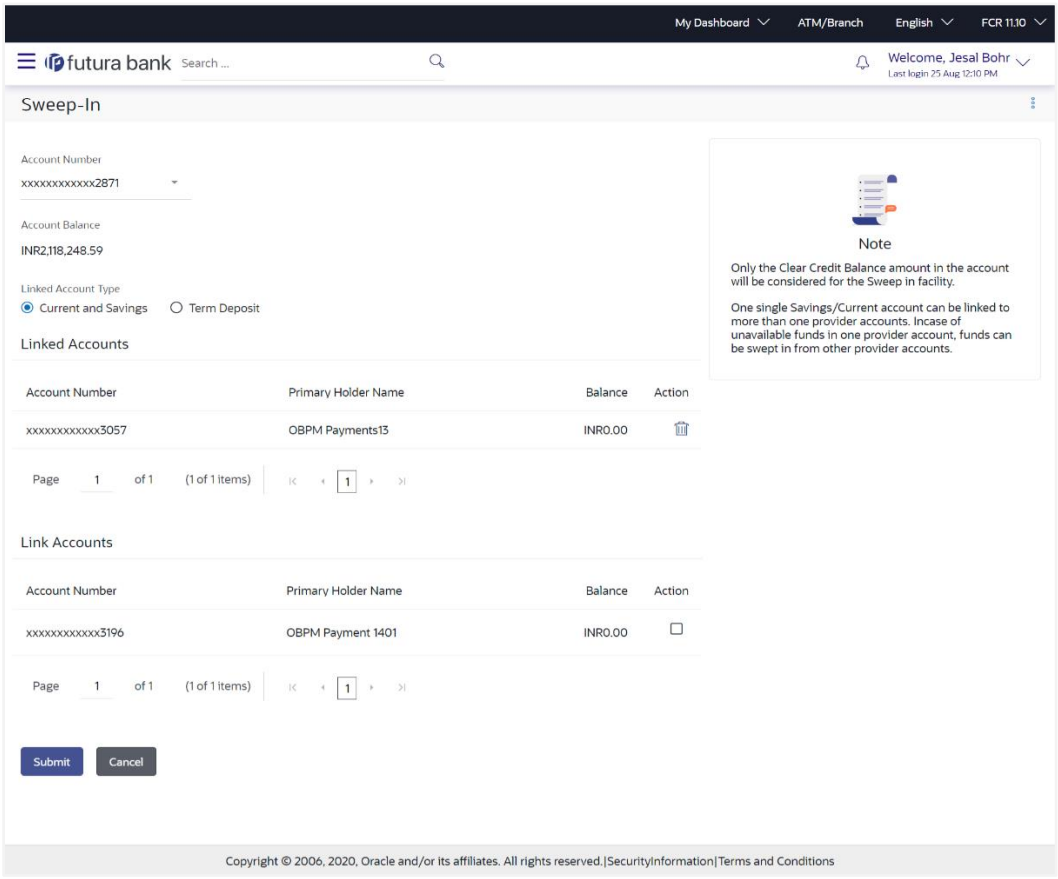
How to reach here:

Dashboard > Toggle Menu > Menu > Accounts > Current and Savings > Sweep-In
OR
Access through the kebab menu of transactions available under the ***Current & Savings*** *module*

To manage sweep-in accounts:

1. Select the beneficiary account number from the **Account Number** list.
2. Select an account type from the **Linked Account Type** option. All the linked accounts of the account type selected are listed under the **Linked Accounts** table. All the accounts available for linkage of the selected account type are listed under the **Link Accounts** table.

Sweep-In



Field Description

Field Name	Description
Account Number	Select a sweep-in beneficiary account number from the list.
Account Balance	The net balance in the beneficiary account.
Linked Account Type	The option to select and view either provider Current and Savings account or provider Term Deposit account details.

Field Name	Description
Linked Accounts	
All the linked accounts of specific type (Current and Savings or Term Deposit) are displayed upon specification of Linked Account Type.	
Current and Savings	
The following fields appear if you select **Current and Savings** option in the **Linked Account Type** field.	
Account Number	Provider Current and Savings account number in masked format.
Primary Holder Name	The name of the primary account holder.
Balance	The net balance of the provider account.
Action	The action to delete the linked account is displayed against each account.
Term Deposits	
The following fields appear if you select **Term Deposits** option in the **Linked Account Type** field.	
Account Number	Deposit account number in masked format, which is linked as a provider account number for sweep-in facility.
Primary Holder Name	The name of the primary account holder.
Action	The action to delete the linked account is displayed against each account.
Link Accounts	
All the accounts of specific type (Current and Savings or Term Deposit) that are available for linkage are displayed under this table.	
Current and Savings	
The following fields appear if you select **Current and Savings** option in the **Linked Account Type** field.	
Account Number	Provider Current and Savings account number in masked format.
Primary Holder Name	The name of the primary account holder.
Balance	The net balance of the provider account.
Action	A check box enabling the selection of the account to link to the beneficiary account is available against each account.

Field Name	Description
Term Deposits	
The following fields appear if you select **Term Deposits** option in the **Linked Account Type** field.	
Account Number	Deposit account number in masked format, which is linked as a provider account number for sweep-in facility.
Primary Holder Name	The name of the primary account holder.
Action	A check box enabling the selection of the account to link to the beneficiary account is available against each account.

3. Under the **Linked Account/Deposits** table, select against a specific account to delete linkage.

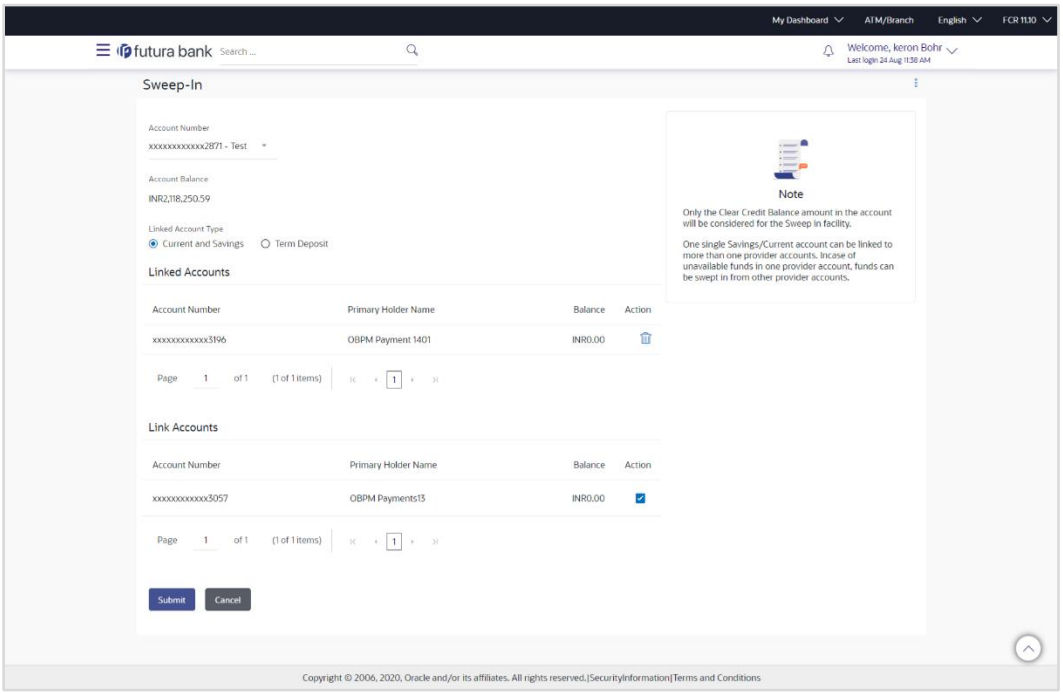
   OR

   Under the **Link Account/ Deposits table**, select a checkbox/checkboxes of account/s you wish to add as sweep-in accounts to the beneficiary account and click **Submit**.

18.1 Sweep In - Add

Using this option, the user can link his beneficiary Current and Savings account or Term Deposit accounts to his provider account to set up a sweep in facility.

Sweep In – Add – Current and Savings



Field Description

Field Name	Description
Account Number	Select a sweep-in beneficiary account number from the list.
Account Balance	The net balance in the beneficiary account.
Linked Account Type	The option to select and view either Current or Savings account or Fixed Deposit account details.

Current and Savings

The following fields appear for Current and Saving accounts.

Account Number	Current and Savings account number in masked format, that is linked as a provider account number for sweep-in facility.

Field Name	Description
Primary Holder Name	The name of the primary account holder.
Balance	The net balance of the account.
Action	The action to delete the linked account is displayed against each account.

Current and Savings – Add Sweep In

The following fields appear if the user clicks **Add** button.

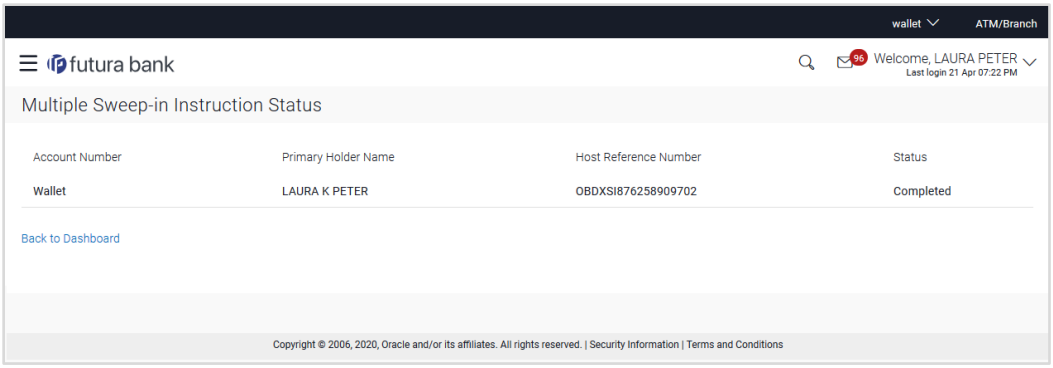
Account Number	Current and Savings account number in masked format, that can be added as a provider account number for sweep-in facility.
Primary Holder Name	The name of the primary account holder.
Balance	The net balance of the account.
Action	The action to select the account number (s) that is to be linked.

To add a new account as a sweep in:

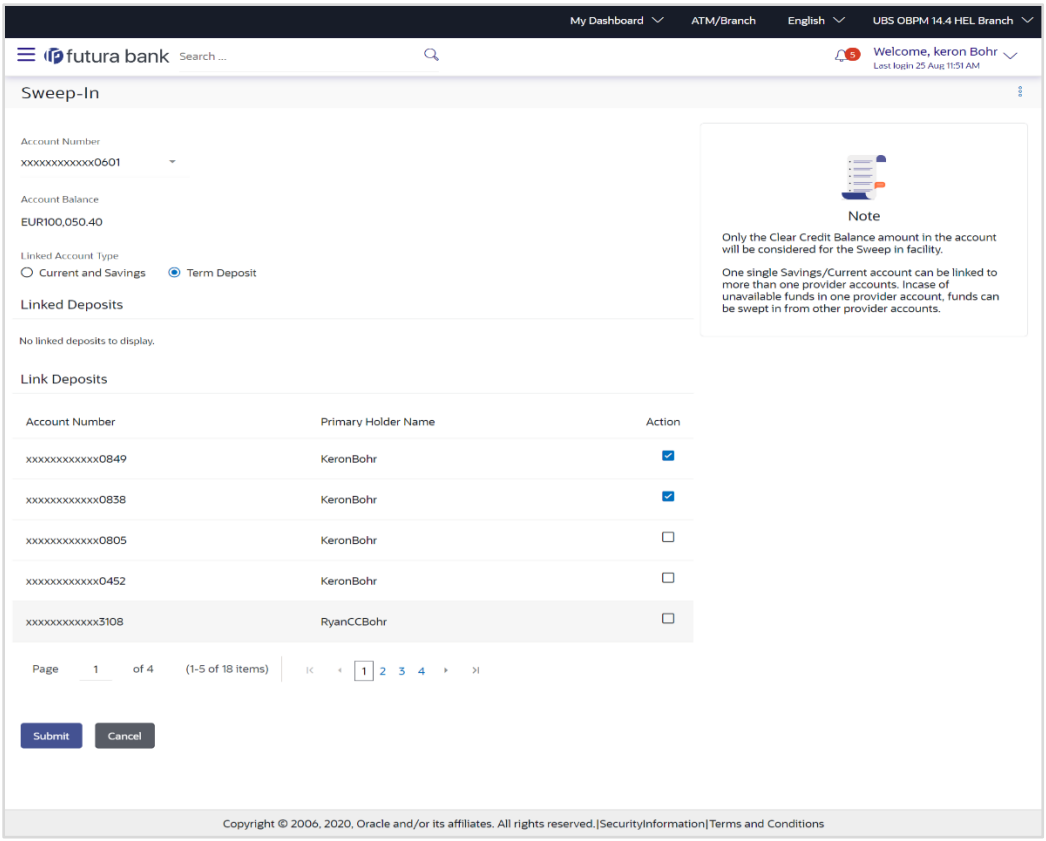
1. From the **Account Number** list, select the beneficiary account number.
2. Select an account type as **Current & Savings** from the **Linked Account Type** option. All the linked accounts of the account type selected are listed under the **Linked Accounts** table. All the accounts available for linkage of the selected account type are listed under the **Link Accounts** table.
3. In the **Link Accounts table,** below the **Action** column, select the account number (s) that you want to link by selecting the checkbox(es) you wish to add as sweep-in accounts to the beneficiary account.
4. Click **Submit**.
   OR
   Click **Cancel** to cancel the transaction.
5. The **Review** screen appears, along with the added account numbers and label as 'New'. Verify the details, and click **Confirm**.
   OR
   Click **Cancel** to cancel the transaction.
   OR
   Click **Back** to navigate back to the previous page.

6. The success message appears.
   Click **Click Here** to view the status of sweep in request.
   The **Multiple Sweep-In Instruction Status** screen appears on which the status of each individual sweep in request appears. In case any sweep in request has failed, the reason for failure also appears against the specific record.
   OR
   Click **Home**, to go to the dashboard.
   OR
   Click **Manage Sweep-In** to navigate to the **Sweep-In** screen.

Multiple Sweep-In Instruction Status



Sweep In – Add – Term Deposit



Field Description

Field Name	Description
Account Number	Sweep-in beneficiary account number in masked format.
Account Balance	The net balance in the beneficiary account.
Linked Account Type	The option to select and view either Current or Savings account or Term Deposit account details.
Linked Deposits	
Account Number	Term Deposit account number in masked format that is linked as a provider account number for sweep-in facility.
Primary Holder Name	The name of the primary account holder.
Action	The action to delete the linked account is displayed against each account.
Link Deposits	
Account Number	Term Deposit account number in masked format that can be added as a provider account number for sweep-in facility.
Primary Holder Name	The name of the primary account holder.
Action	The action to select the account number (s) that is to be linked.

To add a new term deposit account as a sweep in:

1. From the **Account Number** list, select beneficiary account number.
2. Select an account type as **Term Deposit** from the **Linked Account Type** option. All the linked deposits of the account type selected are listed under the **Linked Deposits** table. All the accounts available for linkage of the selected account type are listed under the **Link Deposits** table.
3. In the **Link Deposits table,** below the **Action** column, select the account number (s) that you want to link by selecting the checkbox(es) you wish to add as sweep-in accounts to the beneficiary account.
4. Click **Submit**.
   OR
   Click **Cancel** to cancel the transaction.

5. The **Review** screen appears, along with the added account numbers and label as 'New'. Verify the details, and click **Confirm**.
   OR
   Click **Cancel** to cancel the transaction.
   OR
   Click **Back** to navigate to the previous page.
6. The success message appears.
   Click **Click Here** to view the status of sweep in request.
   The **Multiple Sweep-In Instruction Status** screen appears on which the status of each individual sweep in request appears. In case any sweep in request has failed, the reason for failure also appears against the specific record.
   OR
   Click **Home**, to go to the dashboard.
   OR
   Click **Manage Sweep-In** to navigate to the **Sweep-In** screen.

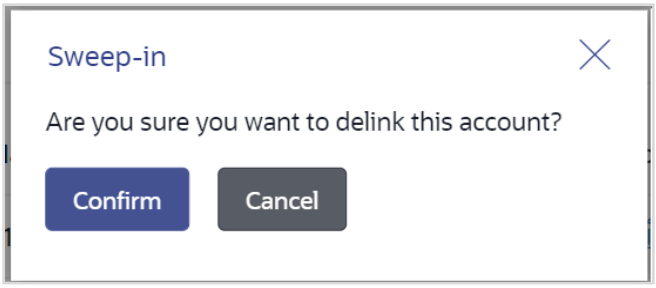
18.2 Sweep In - Delete

The user can delete or delink an account linked to a current or savings account for sweep-in.

To delete a Sweep In account:

1. In the **Link Deposits table,** below the **Action** column, select and click against the account of which sweep-in linkage you want to delete.
   The **Delete Sweep In** message box with a message prompting the user to confirm the deletion appears.

Sweep In - Delete



2. Click **Confirm** to proceed with the deletion request.
   OR
   Click **Cancel** to cancel the deletion process.
3. The success message of deletion appears along with the transaction reference number.
4. Click **Home**, to go to the dashboard.
   OR
   Click **Manage Sweep-In** to navigate to the **Sweep-In** screen.

Home

19. Account Nickname

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

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

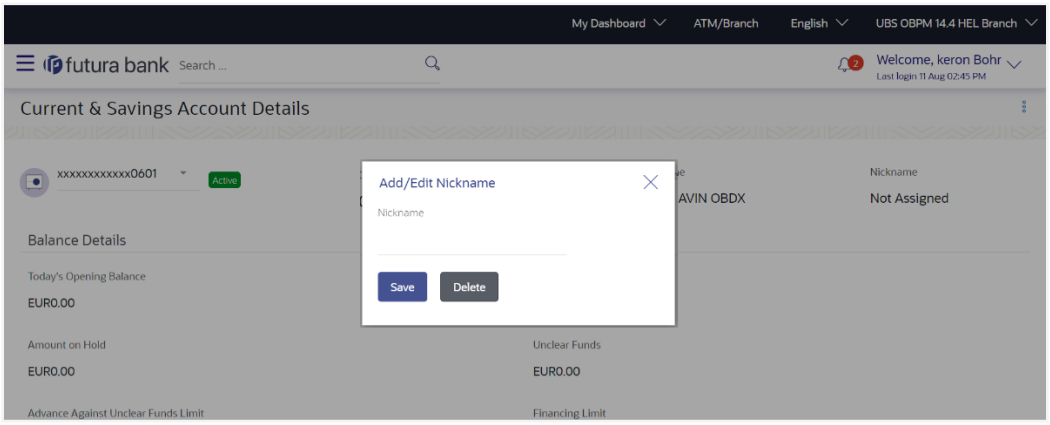
How to reach here:

Dashboard > Toggle Menu > Menu > Accounts > Current & Savings > Current & Savings Account Details > kebab menu > Add/Edit Nickname

To add/edit nickname against an account:

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

Add/Edit Nickname



Field Description

Field Name	Description
Nickname	Specify a nickname to be assigned to the account. If a nickname has already been assigned to the account, it will be displayed in editable mode.

2. In the **Nickname** field, enter the nickname you want to use.

3. Click **Save** to save your changes.
   Nicknames will be displayed on various transactions instead of the standard account description.
   OR
   Click **Delete** to delete the nickname.

FAQs

1. **What is the advantage of assigning a nickname to an account?**

   You can personalize your account by giving it a nickname. This way you will be able to easily identify it when viewing account summary.

2. **Can I assign a nickname to a joint account?**

   Yes, you can add nickname to any account of which you are the primary holder.

3. **Can I have multiple debit cards linked to a CASA account?**

   This depends on the features of the specific current or savings account. Generally, in joint accounts, both the primary account holder as well as the joint holder are provided a debit card each.

4. **If a lost debit card is found and restored to the cardholder, can it be reactivated?**

   If the card is hotlisted, it cannot be reactivated, you can make a request for a new debit card. However, if the card was blocked, it can be unblocked and reused.

Home