Oracle® Banking Corporate Lending Process Management Tasks Menu User Guide



Release 14.7.0.0.0 F72051-01 November 2022

ORACLE

Oracle Banking Corporate Lending Process Management Tasks Menu User Guide, Release 14.7.0.0.0

F72051-01

Copyright © 2018, 2022, Oracle and/or its affiliates.

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.

If this is software, software documentation, data (as defined in the Federal Acquisition Regulation), or related documentation that is delivered to the U.S. Government or anyone licensing it on behalf of the U.S. Government, then the following notice is applicable:

U.S. GOVERNMENT END USERS: Oracle programs (including any operating system, integrated software, any programs embedded, installed, or activated on delivered hardware, and modifications of such programs) and Oracle computer documentation or other Oracle data delivered to or accessed by U.S. Government end users are "commercial computer software," "commercial computer software documentation," or "limited rights data" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, the use, reproduction, duplication, release, display, disclosure, modification, preparation of derivative works, and/or adaptation of i) Oracle programs (including any operating system, integrated software, any programs embedded, installed, or activated on delivered hardware, and modifications of such programs), ii) Oracle computer documentation and/or iii) other Oracle data, is subject to the rights and limitations specified in the license contained in the applicable contract. The terms governing the U.S. Government's use of Oracle cloud services are defined by the applicable contract for such services. 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 fail-safe, 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.

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

Intel and Intel Inside are trademarks or registered trademarks of Intel Corporation. All SPARC trademarks are used under license and are trademarks or registered trademarks of SPARC International, Inc. AMD, Epyc, and the AMD logo are trademarks or registered trademarks of Advanced Micro Devices. UNIX is a registered trademark of The Open Group.

This software or hardware and documentation may provide access to or information about 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 unless otherwise set forth in an applicable agreement between you and Oracle. 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, except as set forth in an applicable agreement between you and Oracle.

Contents

Preface

| Introduction | iv |
|----------------------------|----|
| Audience | iv |
| Acronyms and Abbreviations | iv |
| List of Topics | V |
| Related Documents | V |
| | |

1 Tasks Menu

| 1.1 | Awaiting Customer Clarification | 1-1 |
|-----|---------------------------------|-----|
| 1.2 | Completed Tasks | 1-2 |
| 1.3 | Free Tasks | 1-3 |
| 1.4 | Hold Tasks | 1-4 |
| 1.5 | My Tasks | 1-5 |
| 1.6 | Search | 1-6 |
| 1.7 | Supervisor Tasks | 1-8 |
| | | |

2 Business Process Maintenance

| 2.1 | Process List Screen | 2-1 |
|-----|---------------------------|-----|
| 2.2 | Process Management Screen | 2-2 |
| 2.3 | Verify and Submit Screen | 2-4 |

3 Error Codes and Messages

Index

Preface

This topic contains following sub-topics:

- Introduction
- Audience
- Acronyms and Abbreviations
- List of Topics
- Related Documents

Introduction

This manual is designed to help acquaint you with the Tasks module of the Oracle Banking Corporate Lending Process Management (OBCLPM). It provides an overview of the module and guides you, through the various steps involved in viewing the Oracle Banking Corporate Lending Process Management services for the customers of your bank.

Audience

This document is intended for the following audience:

- Customer Service Representatives (CSRs)
- Staff in charge of setting up new products in a bank

Acronyms and Abbreviations

You may find the following acronyms/abbreviations in this manual.

| Table 1 | Acronyms | and Ab | breviations |
|---------|----------|--------|-------------|
| | | | |

| Acronyms | Abbreviations |
|----------|---|
| DSL | Domain Specific Language |
| JSON | JavaScript Object Notation |
| OBCLPM | Oracle Banking Corporate Lending Process Management |



List of Topics

| Topics | Description | | | |
|---------------------------------|--|--|--|--|
| Tasks Menu | This topic provides the information about Task menu. Based on the user role, the sub menus can be accessed by the user | | | |
| Business Process Maintenance | This topic provides the information about Business Process Maintenance menu allows you to create Workflows | | | |

Related Documents

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

- Oracle Banking Corporate Lending Process Management Bilateral Loans User Guide
- Oracle Banking Corporate Lending Process Management Loan Syndication User Guide
- Oracle Banking Corporate Lending Process Management Configuration User Guide

1 Tasks Menu

Task menu has multiple sub menus. Based on the user role, the sub menus can be accessed by the user.

This topic contains following sub-topic.

Awaiting Customer Clarification

Use **Awaiting Customer Clarification** menu to display the tasks which are in awaiting customer clarification state.

Completed Tasks

Use **Completed Tasks** menu to display the tasks which has been recently completed a stage in a process by the current user. This menu does not display completed tasks of all the stages but displays only the latest stage.

• Free Tasks

Use **Free Tasks** menu to display the tasks which were not acquired by any user and for which the current user is entitled to access.

Hold Tasks

Use **Hold Tasks** menu to display the tasks which were moved on hold by the current user.

• My Tasks

Use **My Tasks** menu to display the tasks acquired from the free tasks menu by the current user.

• Search

Use **Search** menu to search for the task(s) with the filters. Search fetches the result either with one or multiple filter criteria.

Supervisor Tasks

Use **Supervisor Tasks** menu to view the **User Tasks** or **Free Tasks**. The tasks gets displayed based upon the option selected.

1.1 Awaiting Customer Clarification

Use **Awaiting Customer Clarification** menu to display the tasks which are in awaiting customer clarification state.

The task list displays the following details of the task.

- Action
- Priority
- Process Name
- Process Reference Number
- Application Number
- Stage
- Application Date



- Branch
- Customer Number
- Amount

Figure 1-1 Awaiting Customer Clarification

| = | Ξ, | Awaitin | ng Customer C | larification | | | | | Mir 25, 2 | E UNIVERSAL BA | |
|-------------------------------------|-----|---------|----------------|------------------------|--------------------------|--------------------|------------------------|------------------|-----------|-----------------|--------|
| Menu Item Search | Q ^ | _ | | | | | | | | | |
| Core Maintenance | • | • | ction Priority | Process Name | Process Reference Number | Application Number | Stage | Application Date | Branch | Customer Number | Amount |
| | 9 | E | dit high | Savings Account Origin | 0005AVNEW0006137 | 000APP000014292 | Application Enrichment | 20-03-26 | 000 | 006096 | |
| | | | | | | | | | | | |
| Dashboard | | | | | | | | | | | |
| Financial Institution Onboarding | • | | | | | | | | | | |
| Machine Learning | • | | | | | | | | | | |
| | •• | | | | | | | | | | |
| | | | | | | | | | | | |
| Retail Banking | • | | | | | | | | | | |
| Retail Onboarding | | | | | | | | | | | |
| Security Management | • | | | | | | | | | | |
| Task Management | • | Page | 1 of 1 (1- | 1 of 1 items) K < | 1 > X | | | | | | |
| | • | | | | | | | | | | |
| Availing Customer Clarification | | | | | | | | | | | |

1.2 Completed Tasks

Use **Completed Tasks** menu to display the tasks which has been recently completed a stage in a process by the current user. This menu does not display completed tasks of all the stages but displays only the latest stage.

The task list displays the following details of the task.

- Priority
- Process Name
- Process Reference Number
- Application Number
- Stage
- Application Date
- Branch
- Customer Number
- Amount

Following actions can be performed on the Completed Tasks menu:

- Flow Diagram Completed Tasks menu enables you to view the process flow of the selected task and you can find the stages completed by the selected task and the current stage highlighted in the process flow.
- **Refresh** Click **Refresh** to refresh the task list.



| ore Maintenance | • | C Refre | sh 🚦 Flow Diagram | | | | |
|----------------------|----------------|----------|-------------------|--------------------------|--------------------|---------------------|------------------|
| ashboard | | C Refre | sh How Diagram | | | | |
| ile Management | • | Priority | Process Name | Process Reference Number | Application Number | Stage | Application Date |
| Machine Learning | | н | MANUALRECON | 004271119REC5518 | 004271119REC5518 | Master Update Retry | 19-11-27 |
| Aachine Learning | - C | н | MANUALRECON | 004271119REC5533 | 004271119REC5533 | Authorization | 19-11-27 |
| Maintenance | | н | MANUALRECON | 004271119REC5383 | 004271119REC5383 | Authorization | 19-11-27 |
| Receivables | | н | MANUALRECON | 004271119REC5380 | 004271119REC5380 | Authorization | 19-11-27 |
| | | н | MANUALRECON | 004250321PAY11703 | 004250321PAY11703 | Processing | 19-11-27 |
| ecurity Management | • | н | MANUALRECON | 004250321PAY11703 | 004250321PAY11703 | Authorization | 19-11-27 |
| supply Chain Finance | | н | MANUALRECON | 004250321PAY11703 | 004250321PAY11703 | Processing | 19-11-27 |
| | | н | MANUALRECON | 004271119REC4373 | 004271119REC4373 | Authorization | |
| ask Management | - * - 1 | н | MANUALRECON | 004271119REC4336 | 004271119REC4336 | Authorization | |
| lasks | · • | н | INSTRUMENT | 004190221INV5396 | 004190221INV5396 | Authorization | 19-11-27 |
| Business Process | | н | INSTRUMENT | 004190221INV5390 | 004190221INV5390 | Authorization | 19-11-27 |
| Maintenance | | н | INSTRUMENT | 004190221INV5389 | 004190221INV5389 | Authorization | 19-11-27 |
| Collections | • | н | INSTRUMENT | 004180221INV5388 | 004180221INV5388 | Authorization | 19-11-27 |
| Completed Tasks | _ | | PILIANIEP | 004071110000000 | 0.01374540.000303 | D | 10 11 37 |

Figure 1-2 Completed Tasks

1.3 Free Tasks

Use **Free Tasks** menu to display the tasks which were not acquired by any user and for which the current user is entitled to access.

The task list displays the following details of the task.

- Action
- Priority
- Process Name
- Process Reference Number
- Application Number
- Stage
- Application Date
- Branch
- Customer Number
- Amount

Following action can be performed on the Free Tasks menu:

- Acquire & Edit Click Acquire & Edit to acquire the task and edit directly from free tasks menu.
- Acquire Select the task and click Acquire to edit the task later from My Task menu.
- Flow Diagram Free Tasks menu enables user to view the process flow of the selected task and also user can find the stages completed by the selected task and the current stage highlighted in the process flow.
- Refresh Click **Refresh** to refresh the task list.



| curity Management | | | | 👯 Flow Diagram | | | | |
|--------------------|---|----------------|----------|-------------------|--------------------------|--------------------|---------------|----------------|
| pply Chain Finance | • | Action | Priority | Process Name | Process Reference Number | Application Number | Stage | Application Da |
| sk Management | | Acquire & Edit | н | INSTRUMENT | 004240421INV20220 | 004240421INV20220 | Authorization | 19-11-27 |
| sks | 0 | Acquire & Edit | н | INSTRUMENT | 004240421INV20218 | 004240421INV20218 | Authorization | 19-11-27 |
| Business Process | | Acquire & Edit | н | INSTRUMENT | 004240421INV20216 | 004240421INV20216 | Authorization | 19-11-27 |
| Maintenance | 0 | Acquire & Edit | н | INSTRUMENT | 004240421INV20214 | 004240421INV20214 | Authorization | 19-11-27 |
| Collections | | Acquire & Edit | н | INSTRUMENT | 004240421INV20212 | 004240421INV20212 | Authorization | 19-11-27 |
| Completed Tasks | | Acquire & Edit | н | INSTRUMENT | 004240421INV20210 | 004240421INV20210 | Authorization | 19-11-27 |
| | | Acquire & Edit | н | INSTRUMENT | 004240421INV20208 | 004240421INV20208 | Authorization | 19-11-27 |
| Finance | | Acquire & Edit | н | INSTRUMENT | 004240421INV20206 | 004240421INV20206 | Authorization | 19-11-27 |
| Free Tasks | | Acquire & Edit | н | INSTRUMENT | 004240421INV20204 | 004240421INV20204 | Authorization | 19-11-27 |
| Hold Tasks | | Acquire & Edit | н | INSTRUMENT | 004240421INV20202 | 004240421INV20202 | Authorization | 19-11-27 |
| Hold Tasks | | Acquire & Edit | н | INSTRUMENT | 004240421INV20200 | 004240421INV20200 | Authorization | 19-11-27 |
| Instruments | | Acquire & Edit | н | INSTRUMENT | 004240421INV20198 | 004240421INV20198 | Authorization | 19-11-27 |
| My Tasks | | Acquire & Edit | н | INSTRUMENT | 004240421INV20196 | 004240421INV20196 | Authorization | 19-11-27 |
| | | | | INTERNAL INTERNET | | | A 46 - 2 - 46 | 40.44.07 |

Figure 1-3 Free Tasks

1.4 Hold Tasks

Use **Hold Tasks** menu to display the tasks which were moved on hold by the current user.

The task list displays the following details of the task.

- Priority
- Process Name
- Process Reference Number
- Application Number
- Stage
- Application Date
- Branch
- Customer Number
- Amount

Following action can be performed on the Hold Tasks menu:

- **Resume** Select the task and click Resume to move the task to **My Tasks** menu and edit.
- Flow Diagram Hold Tasks menu enables you to view the process flow of the selected task and also you can find the stages completed by the selected task and the current stage highlighted in the process flow.
- Refresh Click Refresh to refresh the task list.



Figure 1-4 Hold Tasks

| = | Hold | Tasks | | | FAULTENTITY (DEF 🏦 | LM BRANCH (004) Nov 27, 2019 | | |
|---------------------------------|------|----------|-------------------------|--------------------------|---------------------|---------------------------------|------------------|---|
| Machine Learning | | | | | | | | |
| Maintenance | | C Refres | h 🔋 Resume 👯 | Flow Diagram | | | | |
| Receivables | ×. | Priority | Process Name | Process Reference Number | Application Number | Stage | Application Date | E |
| Security Management | | н | INSTRUMENT | 004211220PAY3683 | 004211220PAY3683 | Authorization | 19-11-27 | C |
| Supply Chain Finance | | | | | | | | |
| Task Management | | | | | | | | |
| Tasks | | | | | | | | |
| Business Process Maintenance | | | | | | | | |
| Collections | | | | | | | | |
| Completed Tasks | | | | | | | | |
| Finance | | | | | | | | |
| Free Tasks | | | | | | | | |
| Hold Tasks | | | | | | | | |
| Instruments | Pag | e 1 | of 1 (1 - 1 of 1 items) |) к < 1 > я | | | | |
| My Tasks | | | | | | | | |

1.5 My Tasks

Use **My Tasks** menu to display the tasks acquired from the free tasks menu by the current user.

The task list displays the following details of the task.

- Priority
- Process Name
- Process Reference Number
- Application Number
- Stage
- Application Date
- Branch
- Customer Number
- Amount

Following action can be performed on the My Tasks menu:

- Edit Click Edit to edit the selected task.
- Release Click Release to release the selected task from My Tasks to Free Tasks menu.
- Refresh Click Refresh to refresh the task list.
- Flow Diagram My Tasks menu enables you to view the process flow of the selected task and also you can find the stages completed by the selected task and the current stage highlighted in the process flow.
- Delegate Click Delegate to assign the acquired task to any valid user for processing within the group.
- Escalate Task is assigned to Supervisor



Figure 1-5 My Tasks

| curity Management | • | | | | | | | | |
|--------------------|---|------|--------|----------|----------------------|--------------------------|--------------------|---------------|------------------|
| pply Chain Finance | • | • | Action | Priority | Process Name | Process Reference Number | Application Number | Stage | Application Date |
| ik Management | • | | Edit | н | INSTRUMENT | 004230421INV20030 | 004230421INV20030 | Authorization | 19-11-27 |
| sks | - | | Edit | н | INSTRUMENT | 004230421INV20029 | 004230421INV20029 | Authorization | 19-11-27 |
| Business Process | | | Edit | н | INSTRUMENT | 004220421CN185 | 004220421CN185 | Authorization | 19-11-27 |
| Maintenance | | | Edit | н | INSTRUMENT | 004220421CN184 | 004220421CN184 | Authorization | 19-11-27 |
| Collections | • | | Edit | н | CMS | 004140421CW287 | 004140421CW287 | Authorization | |
| Completed Tasks | | | Edit | н | INSTRUMENT | 004090421INV11977 | 004090421INV11977 | Authorization | 19-11-27 |
| completed tasks | | | Edit | н | INSTRUMENT | 004080421INV11968 | 004080421INV11968 | Processing | 19-11-27 |
| Finance | • | | Edit | н | INSTRUMENT | 004070421INV11956 | 004070421INV11956 | Authorization | 19-11-27 |
| Free Tasks | | | Edit | н | INSTRUMENT | 004070421INV11953 | 004070421INV11953 | Processing | 19-11-27 |
| | | | Edit | н | INSTRUMENT | 004070421INV11949 | 004070421INV11949 | Processing | 19-11-27 |
| Hold Tasks | | | Edit | н | INSTRUMENT | 004070421INV11946 | 004070421INV11946 | Processing | 19-11-27 |
| Instruments | • | | Edit | н | INSTRUMENT | 004070421INV11945 | 004070421INV11945 | Processing | 19-11-27 |
| My Tasks | | | Edit | н | INSTRUMENT | 004060421INV11913 | 004060421INV11913 | Authorization | 19-11-27 |
| viy idaka | | | e an | | Ph 10 | 0010501010101010 | 0010201010101010 | A. al | |
| Recon | • | Page | | | - 20 of 67 items) K | | | | |

1.6 Search

Use **Search** menu to search for the task(s) with the filters. Search fetches the result either with one or multiple filter criteria.

The task list displays the following details of the task.

- Application Number
- Customer Number
- Branch Name
- Taks
- Priority
- Process and Stage
- Entity Type
- Amount

| = | | Search | | | 1 | AIB Dublin (093) | Jan 18, 2019 | OBTEP subham@gmail.co |
|------------------|----|---------------------------|---|------------------|-------------------------------------|------------------|----------------------------|--------------------------|
| Core Maintenance | ×. | Filters × Clear Filters | | | | | | Justice gridered |
| Maintenance | • | | | | | | | |
| asles | * | Application Number | | Task List | | | | |
| Completed Tasks | | Select Application Number | * | THEN LIEV | | | | |
| Free Tasks | | Customer Name | | 001346 | NA | £1,200.00 | The Task is in Free State | = |
| Hold Tasks | | | 9 | 2031LC1000003721 | Scrutiny Bank Futura -Branch FZ1 | | | |
| My Tasks | | Branch Name | | 093001401 | NA | \$150,000.00 | The Task is in Free State | = |
| Search | | Select Branch | | 0931LCA000003720 | Approval2 AlB Dublin | | | |
| Supervisor Tasks | | | × | 001346 | NA | £1,200.00 | The Task is in Free State | = |
| ade Finance | • | | | 2031LC1000003689 | Scrutiny Bank Futura -Branch FZ1 | | | - |
| | | Tasks | | 093001401 | NA | \$100,000.00 | The Task is in Free State | = |
| | | | × | 0931LCA000003688 | Retry HandOff AlB Dublin | | | - |
| | | ▶ Priority | | 093001401 | NA | \$100,000.00 | The Task is in Free State | - |
| | | P Phoney | | 093ILCA000003687 | Retry HandOff AlB Dublin | | | |
| | | | × | 093001401 | NA | \$150.000.00 | The Task is in Free State | = |
| | | ▶ Process | | 0931LCA000003686 | Retry HandOff Al8 Dublin | | | = |
| | | | | 093001401 | NA | \$150.000.00 | The Task is in Free State | = |
| | | Entity Type | | 0931LCA000003684 | Retry HandOff AlB Dublin | | | = |
| | | | | 093001401 | NA | \$150.000.00 | The Task is in Free State | - |
| | | | × | 093ILCA000003683 | Retry HandOff Al8 Dublin | 2120,00000 | The mark to in three State | = |
| | | ▶ Amount | | | | | | |
| | | | | | | | | |

Following action can be performed on the tasks listed in the task list.

- Acquire Click Acquire to acquire task.
- **Flow Diagram** Enables you to view the process flow of the selected task and also you can find the stages completed by the selected task and the current stage highlighted in the process flow.

Figure 1-7 Search Task

| = | Search | | | AIB Dublin (093) | 🛗 Jan 18, 2019 | | OBTEPN subham@gmail.com |
|------------------|---|----------------------------|---|------------------|---------------------|-------------|----------------------------|
| Core Maintenance | Filters × Clear Filters | | | | | | |
| Maintenance | | | | | | | |
| Tasks | Application Number | Task List | | | | | |
| Completed Tasks | Select Application Number 🔻 | TOOK LIN | | | | | |
| Free Tasks | Customer Name | 001346 | NA | £1,200.00 | The Task is in Free | State | |
| Hold Tasks | ٩ | 2031LC1000003721 | Scrutiny Bank Putura -Branch FZ1 | | | Acquire | |
| My Tasks | Branch Name | 001346 | NA | £1,200.00 | The Task is in I | FlowDiagram | |
| Search | Bank Futura -Branch FZ1 × | 203ILCI000003689 | Scrutiny Bank Futura -Branch FZ1 | | _ | | |
| Supervisor Tasks | × | 001345 | NA | £1,000.00 | The Task is in Free | State | _ |
| Trade Finance | Tasks | 203ILCI000003678 | Registration Bank Futura -Branch FZ1 | | | | |
| | My Tasks Free Tasks | 001346 2031LC1000003670 | NA Registration Benk Putura -Branch FZ1 | £10.000.00 | The Task is in Free | State | = |
| | Hold Tasks All Tasks | 001344 203GTE1000003667 | NA Registration Bank Futura -Branch FZ1 | £2,000.00 | The Task is in Free | State | = |
| | × | 001344 | NA Registration | £2,000.00 | The Task is in Free | State | = |
| | Priority | 203GTEI000003666 | Bank Futura -Branch FZ1 | | | | |



1.7 Supervisor Tasks

Use **Supervisor Tasks** menu to view the **User Tasks** or **Free Tasks**. The tasks gets displayed based upon the option selected.

The task list displays the following details of the task.

- Priority
- Process Name
- Process Reference Number
- Application Number
- Stage
- Application Date
- Branch
- Customer Number
- Amount

Following actions can be performed on the Supervisor Tasks menu

- Release Supervisor can release the task of his/her reportee and the task will be available in free task.
- **Refresh** It refreshes the data on the grid.
- Flow Diagram Click Flow Diagram to preview the flow diagram of the selected task.
- Reassign After selecting tasks from the task list, click Reassign to reassign the selected tasks to any of the subordinates.

Figure 1-8 Supervisor Tasks

| enu Item Search | Q | 🖲 U | ser Tasks | O Free Tasks | | | | |
|---------------------------------|---|-----|-----------|-------------------------|--------------------------|----------------------|----------------|------------------|
| ore Maintenance | | | C Refresh | -> Release 🛞 Rease | sign 🚦 Flow Diagram | | | |
| ashboard | | | | 1 1- | | | | |
| Maintenance | | | Priority | Process Name | Process Reference Number | Application Number | Stage | Application Date |
| | | | М | Import Documentary C | PK2IDCB000004721 | PK2IDCB000004721 | DataEnrichment | 21-04-23 |
| ecurity Management | | | M | Export Documentary Co | PK2EDCU000004543 | PK2EDCU000004543 | DataEnrichment | 21-04-12 |
| asks | | | М | Import Documentary C | PK2IDCB000004704 | PK2IDCB000004704 | Registration | 21-04-20 |
| Awaiting Customer | | | M | Import Documentary C | PK2IDCB000004703 | PK2IDCB000004703 | Registration | 21-04-20 |
| Clarification | | | M | Guarantee Claim Lodging | PK2GTEC000004683 | PK2GTEC000004683 | Scrutiny | 21-04-19 |
| Business Process Maintenance | | | M | Import LC Drawing Upd | PK2ILCU000004642 | PK2ILCU000004642 | Scrutiny | 21-04-16 |
| | | | M | Import LC Drawing Upd | PK2ILCU000004604 | PK2ILCU000004604 | Scrutiny | 21-04-15 |
| Completed Tasks | | | M | Import LC Drawing Upd | PK2ILCU000004603 | PK2ILCU000004603 | Scrutiny | 21-04-15 |
| Free Tasks | | | M | Import LC Drawing Upd | PK2ILCU000004601 | PK2ILCU000004601 | Scrutiny | 21-04-15 |
| Hold Tasks | | | M | Import LC Drawing | PK2ILCD000004561 | PK2ILCD000004561 | Scrutiny | 21-04-13 |
| HOIG Idaka | | | M | Import LC Drawing Upd | PK2ILCU000004483 | PK2ILCU000004483 | Scrutiny | 21-04-08 |
| My Tasks | | | M | Import LC Drawing Upd | PK2ILCU000004439 | PK2ILCU000004439 | Scrutiny | 21-04-07 |
| Search | | | М | Import Documentary C | PK2IDCU000004310 | PK2IDCU000004310 | DataEnrichment | 21-04-05 |
| | | | | | BI/315/21/00000 (300 | DI/210/21/00000 4200 | Profession | 24.04.05 |



2 Business Process Maintenance

Use Business Process Maintenance menu to allow the user to create workflows.

Basically, it comprises of three screens.

Process List Screen

Use **Process List** screen to view the list of processes. You can select any one of the existing process or a blank process. Blank process can be selected if you want to create a new workflow from scratch.

Process Management Screen

Use **Process Management** screen to view the list of the stages under the process, which was selected from the **Process List** screen, on the right under the heading **Process Stage List**. In addition, all stages are listed in table on the left under the heading **All Stage List**.

Verify and Submit Screen
 Use Verify & Submit screen to view the process task list with all the new/modified tasks.

2.1 Process List Screen

Use **Process List** screen to view the list of processes. You can select any one of the existing process or a blank process. Blank process can be selected if you want to create a new workflow from scratch.

Following actions can be performed on the Process List screen:

- Search For searching any of the existing workflows/Process.
- Upload DSL Can be used to upload workflow in JSON format.
- Next After selecting one process, click Next to navigate to the Process Management screen
- Cancel To exit from the Business Process Maintenance menu.



| orkflow Maintainenace | • | | 🚺 💉 × |
|-----------------------|---------------------------|----------------|--|
| Process List | Process List | | Screen (1/3 |
| Process Management | Search: Search Workflow | | |
| Verify & Submit | | | |
| | Process Name: blank | Version: blank | Upload DSL + |
| | Process Name: CMS | Version: 1 | Process Description: N/A |
| | Process Name: FINANCE | Version: 1 | Process Description: Completes the Finance flow from Processing to Alerts |
| | Process Name: INSTRUMENT | Version: 1 | Process Description: N/A |
| | Process Name: MANUALRECON | Version: 1 | Process Description: MANUALRECON |
| | Process Name: CMSGENERIC | Version: 1 | Process Description: N/A |
| | | | Back Next Cancel |

Figure 2-1 Process List

2.2 Process Management Screen

Use **Process Management** screen to view the list of the stages under the process, which was selected from the **Process List** screen, on the right under the heading **Process Stage List**. In addition, all stages are listed in table on the left under the heading **All Stage List**.

| Workflow Maintainenace | | | | () "* × |
|--|--------------------|---------|-----------------------------------|----------------|
| Process List | Process Management | | | Screen (2 / 3 |
| Process Management | Process Name * | Version | Process Description * | |
| Verify & Submit | CMS | 1 | | |
| | All Stage List | | Process Stage List | |
| | Filter: http | | master_update_task | : |
| | × | | ▶ Is Manual Enrichment Required | |
| | Name | Туре | Auto purge decision | |
| | master_update_task | HTTP | Is Auto Authorised | |
| | MasterDataUpdate | HTTP | P B Alto Autorised | : |
| | | | Is Accounting Generation Required | ÷ |
| | | | ▶ Is Clearing Required | ÷ |
| | | | Back | Next Cancel |

Figure 2-2 Process Management Screen

Drag and Drop Functionality:

To add new stages in the process, drag and drop any stage from **All Stage List** to **Process Stage List**.

Creating a New Stage

Click Create Stage on the Process Management screen to create new stage.

The **Create Task** screen is displayed. The type of the stage can be changed in the core properties.



| Input Parameters | | Stage Properties | | |
|--|--------------------------------|------------------|----------------|--|
| put Param | Values | Core Properti | es Core Values | |
| JNCTIONAL_CODE | | nan | ne | |
| ASK_OUTCOMES | | taskReferenceNan | ne | |
| PPLICATION_NO | \$(workflow.input.applicationN | tyr | WAIT | |
| rocessRefNo | \$(workflow.input.processRefN | startDel | ay O | |
| iecycleCode | | option | al false | |
| | | asyncComple | te false | |
| ************************************** | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Figure 2-3 Create Tasks

Edit/Delete Functionality

- 1. Click Edit to edit the stage in Process Stage List. The Modify Task screen is displayed.
- 2. Click **Delete** to delete the stage from **Process Stage List**.

Figure 2-4 Edit-Delete functionality

| Workflow Maintainenace | | | () × × |
|------------------------|---|----------|-------------------------------------|
| Process List | Process Management | | Screen (2 / 3) |
| Process Management | Process Name * | Version | Process Description * |
| Verify & Submit | GTAAMD2 | 1 | Guarantee Advise Amendment Workflo |
| | All Stage List Filter: Type to filter | | Process Stage List SubmissionCheck |
| | × | | ProcessingData |
| | Name | Туре | DataEnrichment |
| | SubmissionCheck | DECISION | Delete |
| | ProcessingData | LAMBDA | EnrichmentDecision |
| | DataEnrichment | WAIT | |
| | EnrichmentDecision | DECISION | 1 |
| | SubmissionCheck | DECISION | |
| | | | Back Next Cancel |



| taln \${AutoRegistrationViaOnineTr gistrationIn \${Registration.output} gistrationIn \${Registration.output} kilowin \${workflow.input} tatEnrichmentIn \${DataEnrichmentLoutput} | Input Parameters | | Stage Properties | | |
|--|------------------|----------------------------------|-------------------|----------------|--|
| §Registration §Registration.output) taskReferenceName ProcessingData rkflowin §workflow.input) LMBDA LMBDA taEnrichmentln §DataEnrichmentln1= null) SaturdData false iptExpression if (\$DataEnrichmentln1= null) SatyrcComplete false | put Param | Values | Core Properties | Core Values | |
| kflowin \${vorkflow.input} LAMBDA aEnrichmentin \${DataEnrichment.output} \$atrobaiy 0 ptExpression if (\$DataEnrichmentin != null) optional false | aln | \${AutoRegistrationViaOnineTr | name | ProcessingData | |
| aEnrichmentln \$[DataEnrichment.output] 5tartDelay 0 ptExpression if (\$.DataEnrichmentln != null) optional false asyncComplete false | istrationIn | \${Registration.output} | taskReferenceName | ProcessingData | |
| ptExpression if (\$.DataEnrichmentin != null) optional false asyncComplete false | kflowIn | \${workflow.input} | type | LAMBDA | |
| asyncComplete false | aEnrichmentIn | {DataEnrichment.output} | startDelay | 0 | |
| | riptExpression | if (\$.DataEnrichmentIn != null) | optional | false | |
| | | | asyncComplete | false | |
| | | | | | |

Figure 2-5 Modify Tasks

Following actions can be performed on the Process Management screen:

- Back Click Back to navigate to the previous screen.
- Next After modifying the stages, click Next to navigate to the next screen Verify & Submit
- **Cancel** To exit from the **Business Process Maintenance** menu.

2.3 Verify and Submit Screen

Use **Verify & Submit** screen to view the process task list with all the new/modified tasks.

Following actions can be performed on the Process Management screen:

- Preview Click Preview to view the flow diagram of the selected process.
- Create Process Used to create new process. If an existing process is modified, a new process with updated version would appear on the process list screen or else a new process would appear.
- **Export DSL** To **Export DSL** into a file in JSON format.
- **Back** Click **Back** to navigate to the previous screen.
- Cancel To exit from the Business Process Maintenance menu.



Figure 2-6 Verify and Submit

| Workflow Maintainenace | 0 | $\times \ \ ^{\mu } $ |
|---|---|---|
| Process List | Verify & Submit Screen | n (3/3) |
| Process Management | | |
| Verify & Submit | Preview Create Process Export DSL | |
| | Process Task List | |
| | SubmissionCheck DECISION | |
| | ProcessingData LAMBDA | |
| | DataEnrichment WAIT | |
| | EnrichmentDecision DECISION | |
| | fsgbu-ob-cmm-ct-process-listview.html - app-shell- snapshot - Visual Studio Code Rack Next C | Cancel |



3 Error Codes and Messages

Use this topic to view the error codes and messages

| Error code | Messages |
|--------------|--|
| GCS-SAV-001 | Record already exists |
| ORCH-0001 | The system is unable to complete the task. Contact your supervisor. |
| ORCH-0002 | Error in retrieving subordinates list |
| ORCH-1001 | Invalid operator is used in query criteria. |
| ORCH-1002 | Found invalid field/s in query criteria. It allows only following fields (case sensitive): |
| ORCH-1003 | Header or both headers are missing the request. |
| ORCH-1004 | Invalid User/ branch in request. |
| ORCH-1005 | Invalid query task type. Please use one of the given types |
| ORCH-1006 | Invalid task Id, please pass a valid task ID |
| ORCH-1007 | TaskId should not be null, please pass a task Id in the body |
| ORCH-1008 | In the body transaction model should not be empty |
| ORCH-1009 | Current User cannot update the given task |
| ORCH-1010 | Task which is completed cannot be updated. |
| ORCH-1011 | Task must be in ACQUIRED state for update |
| ORCH-1012 | Invalid Supervisor/ branch in request. |
| file_error | Please upload json file only |
| select_error | Please select once process |

Table 3-1 Error code and Messages



Index

А

Awaiting Customer Clarification, 1-1

В

Business Process Maintenance, 2-1

С

Completed Tasks, 1-2

Е

Error codes and messages, 3-1

F

Free Tasks, 1-3

Н

Hold Tasks, 1-4

Μ

My Tasks, <mark>1-5</mark>

Ρ

Process List screen, 2-1 Process Management Screen, 2-2

S

Search, <u>1-6</u> Supervisor Tasks, <u>1-8</u>

Т

Tasks Menu, 1-1

V

Verify & Submit, 2-4

