

# Oracle® Banking Corporate Lending Process Management Tasks Menu User Guide



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# Preface

This topic contains following sub-topics:

- [Introduction](#)
- [Audience](#)
- [Acronyms and Abbreviations](#)
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## 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 Abbreviations**

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

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## List of Topics

Topics	Description
<a href="#">Tasks Menu</a>	This topic provides the information about Task menu. Based on the user role, the sub menus can be accessed by the user
<a href="#">Business Process Maintenance</a>	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**

Action	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Number	Amount
<input type="checkbox"/> Edit	high	Savings Account Origin...	000SAVNEW0006137	000APP00014292	Application Enrichment	20-03-26	000	006096	

## 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.

Figure 1-2 Completed Tasks

Completed Tasks

Refresh Audit Flow Diagram

<input type="checkbox"/>	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer Nu
<input type="checkbox"/>	High	Rollover workflow	DMOROLOVR15093048970	DMOLOANAP150930...	Amendment Approval	15-04-03	DMO	BR001
<input type="checkbox"/>	High	Rollover workflow	DMOROLOVR15093048970	DMOLOANAP150930...	Amendment Enrichment	15-04-03	DMO	BR001
<input type="checkbox"/>	High	Rollover workflow	DMOROLOVR15093048970	DMOLOANAP150930...	Amendment Entry	15-04-03	DMO	BR001
<input type="checkbox"/>	High	Loan Origination	DMOLNORGN15093048966	DMOLOANAP150930...	Application Verification	15-04-03	DMO	BR001
<input type="checkbox"/>	High	Loan Origination	DMOLNORGN15093048966	DMOLOANAP150930...	Credit Exception	15-04-03	DMO	BR001
<input type="checkbox"/>	High	Loan Origination	DMOLNORGN15093048966	DMOLOANAP150930...	Application Enrichment	15-04-03	DMO	BR001
<input type="checkbox"/>	High	Loan Origination	DMOLNORGN15093048966	DMOLOANAP150930...	Application Entry	15-04-03	DMO	BR001
<input type="checkbox"/>	High	Tranche Non Financial...	DMOTNFAMD15093048953	DMOSYNDNC150930...	Tranche Amendment Appr...	15-04-01	DMO	BR001
<input type="checkbox"/>	High	Tranche Non Financial...	DMOTNFAMD15093048953	DMOSYNDNC150930...	Tranche Amendment Entry	15-04-01	DMO	BR001
<input type="checkbox"/>	High	Syndication Participan...	DMOSNPATR15093048949	DMOSYNDNC150930...	Application Approval	15-04-01	DMO	BR001
<input type="checkbox"/>	High	Syndication Participan...	DMOSNPATR15093048949	DMOSYNDNC150930...	Application Entry	15-04-01	DMO	BR001

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## 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.



Figure 1-3 Free Tasks

Free Tasks

Refresh Acquire Flow Diagram

<input type="checkbox"/>	Acquire & Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch
<input type="checkbox"/>	Acquire & ...	High	Loan Origination	DMOLNORGN15093048966	DMOLOANAP150930...	Customer Agreement	15-04-03	DMO
<input type="checkbox"/>	Acquire & ...	High	SME Lending process ...	DMOSMELND15093048972	DMOLOANAP150930...	Application Enrichment	15-04-03	DMO
<input type="checkbox"/>	Acquire & ...	High	The Loan Amendmen...	DMOLNAMND15093048961	DMOLOANAP150930...	Amendment Approval		DMO
<input type="checkbox"/>	Acquire & ...	High	The Financial Amend...	DMOFNAMND15093048959	DMOLOANAP150930...	Retry Amendment Handoff		DMO
<input type="checkbox"/>	Acquire & ...	High	The Syndication Tranc...	DMOSNTRAM15093048956	DMOSNTRAM150930...	Syndication Tranche Amen...		DMO
<input type="checkbox"/>	Acquire & ...	High	Syndication Payment ...	DMOSNPMNT15093048951	DMOSYDCN150930...	Payment Application Appr...	15-04-03	DMO
<input type="checkbox"/>	Acquire & ...	High	Syndication Participan...	DMOSNPATR15093048949	DMOSYDCN150930...	Participant Transfer Hando...	15-04-01	DMO
<input type="checkbox"/>	Acquire & ...	High	Syndication Rollover ...	DMOSYSPRL15093048946	DMOSYDCN150930...	Retry Rollover Handoff		DMO
<input type="checkbox"/>	Acquire & ...	High	Participant Draw Dow...	DMOSNPTDD15093048943	DMOLOANAP150930...	Application Verification	15-04-03	DMO
<input type="checkbox"/>	Acquire & ...	High	Syndication PreMand...	DMOSNPMCA15093048940	DMOSYDCN150930...	Review Legal Comments	15-04-03	DMO
<input type="checkbox"/>	Acquire & ...	High	Syndication PreMand...	DMOSNPMND15093048938	DMOSYDCN150930...	Review Credit Approval	15-04-03	DMO

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## 1.4 Hold Tasks

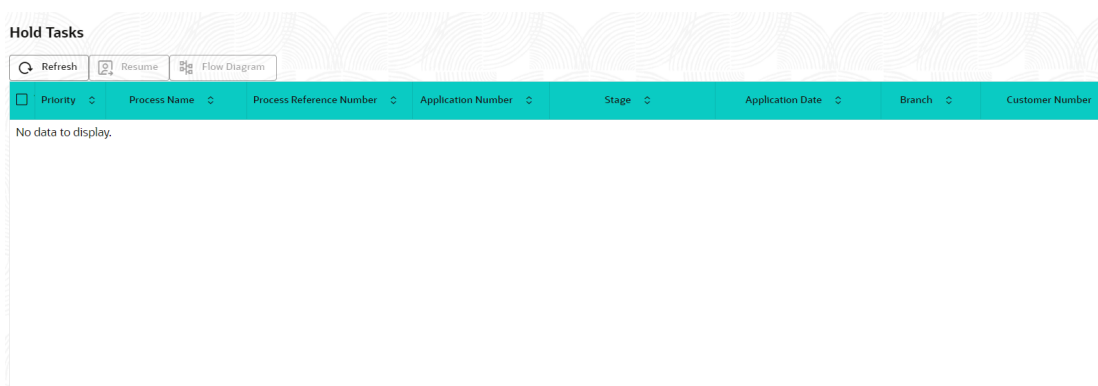
Use **Hold Tasks** menu to display the tasks which were moved on hold by the current user.

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**

## 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

My Tasks

Refresh Release Escalate Delegate Flow Diagram

<input type="checkbox"/>	Edit	Priority	Process Name	Process Reference Number	Application Number	Stage	Application Date	Branch	Customer
<input type="checkbox"/>	Edit	High	Syndication Rollover ...	DMOSYSRPL15093048977	DMOSYNDNC150930...	Rollover Entry		DMO	BR001
<input type="checkbox"/>	Edit	High	Loan Payment Process	DMOLNPMNT15093048976	DMOLOANAP150930...	Payment Application Entry	15-04-03	DMO	BR001
<input type="checkbox"/>	Edit	High	Loan Origination	DMOLNORGN15093048974	DMOLOANAP150930...	Application Entry	15-04-03	DMO	BR001
<input type="checkbox"/>	Edit	High	Rollover workflow	DMOROLOVR15093048970	DMOLOANAP150930...	Retry Amendment Handoff	15-04-03	DMO	BR001
<input type="checkbox"/>	Edit	High	The Rate Quotation w...	DMOLNRQTN15093048968	DMOLOANAP150930...	Application Entry		DMO	BR001
<input type="checkbox"/>	Edit	High	Tranche Non Financial...	DMOTNFAMD15093048953	DMOSYNDNC150930...	Handoff Retry	15-04-01	DMO	BR001
<input type="checkbox"/>	Edit	High	Loan Payment Process	DMOLNPMNT15093048919	DMOLOANAP150930...	Payment Application Entry	15-04-03	DMO	BR001
<input type="checkbox"/>	Edit	High	Rollover workflow	DMOROLOVR15093048913	DMOLOANAP150930...	Amendment Approval	15-04-03	DMO	BR001
<input type="checkbox"/>	Edit	High	The Rate Quotation w...	DMOLNRQTN15093048911	DMOLOANAP150930...	Application Entry		DMO	BR001
<input type="checkbox"/>	Edit	High	Tranche Non Financial...	DMOTNFAMD15093048897	DMOSYNDNC150930...	Tranche Amendment Appr...	15-04-01	DMO	BR001
<input type="checkbox"/>	Edit	High	Loan Payment Process	DMOLNPMNT15093048844	DMOLOANAP150930...	Payment Application Entry	15-04-03	DMO	BR001

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## 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

Figure 1-6 Search

The screenshot shows a search interface with a sidebar on the left and a task list on the right. The sidebar contains filters for Application Number, Customer Id, Party Id, Branch Name, Processes/Tasks, Priority, and Process. The task list table has the following data:

Application Number	Task Name	Status	Description	Last Modified
BR001 DMOLNORGN15093000517	Loan Origination	NaN	Application Entry DMO	This task is acquired by ATMAKER2(ATMAKER2) and last modified on Jun 8, 2022 1:46:44 PM
BR001 DMOFNAMND15093000509	The Financial Amendment workflow	NaN	Amendment Entry DMO	This task is acquired by ATMAKER2(ATMAKER2) and last modified on Jun 7, 2022 9:26:42 PM
BR001 DMOLNAMND15093000507	The Loan Amendment workflow	NaN	Amendment Entry DMO	This task is acquired by ATMAKER2(ATMAKER2) and last modified on Jun 7, 2022 9:22:21 PM
BR001 DMOLNAMND15093000505	The Loan Amendment workflow	NaN	Amendment Entry DMO	This task is acquired by ATMAKER2(ATMAKER2) and last modified on Jun 7, 2022 9:10:54 PM

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

The screenshot shows the search task interface with a context menu open over a selected row. The task list table has the following data:

DMOLNAMND15093000507	workflow		Amendment Entry DMO	ATMAKER2(ATMAKER2) and last modified on Jun 7, 2022 9:22:21 PM
BR001 DMOLNAMND15093000505	The Loan Amendment workflow	NaN	Amendment Entry DMO	This task is acquired by ATMAKER2(ATMAKER2) and last modified on Jun 7, 2022 9:10:54 PM
BR001 DMODRADWN15093000502	CorporateLending Drawdown	NaN	Application Entry DMO	This task is in free state
BR001 DMODRADWN15093000502	CorporateLending Drawdown	\$100,000.00	Customer Agreement DMO	This task is in free state
BR001 DMODRADWN15093000502	CorporateLending Drawdown	\$100,000.00	Loan Approval DMO	This task is in free state

The context menu for the selected row includes the following options: FlowDiagram, Audit, and AcquireAndEdit.

## 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.

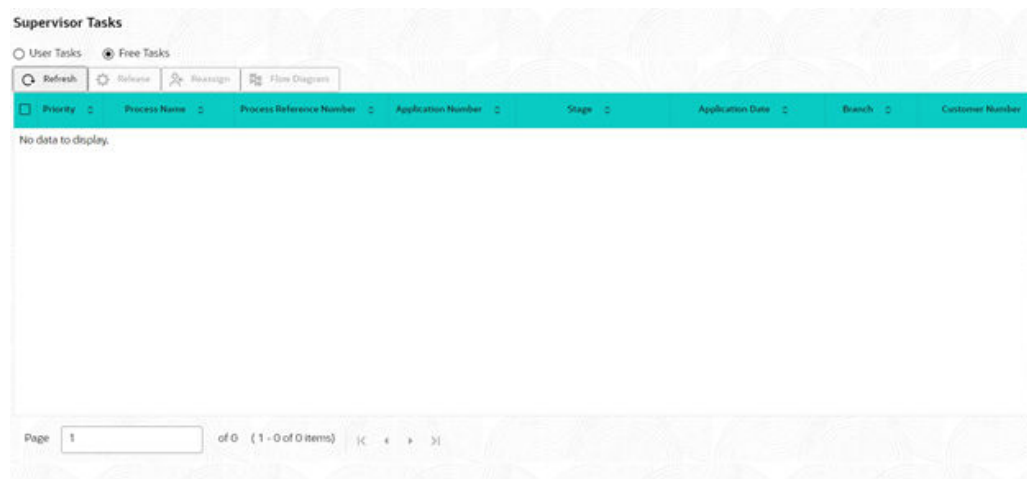
The task list displays the following details of the task.

- 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**



# 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.

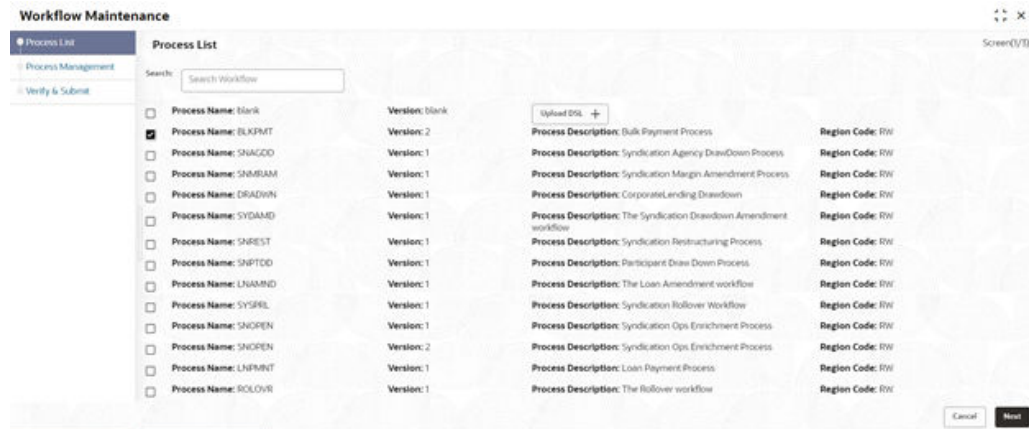
### 2.1 Process List Screen

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.

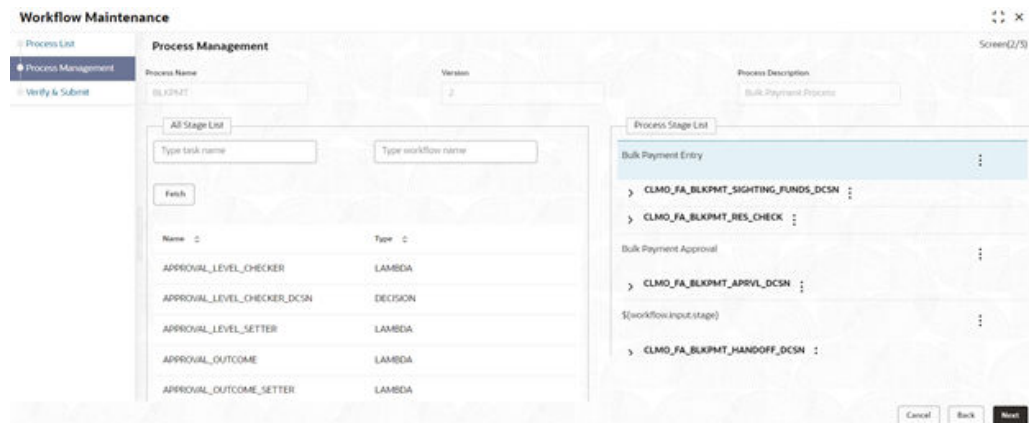
Figure 2-1 Process List



## 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**.

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.

Figure 2-3 Create Tasks

Input Param	Values
FUNCTIONAL_CODE	
TASK_OUTCOMES	
APPLICATION_NO	`\${workflow.input.application...`
processRefNo	`\${workflow.input.processRef...`
lifecycleCode	

Core Properties	Core Values
name	
taskReferenceName	
type	WAIT
startDelay	0
optional	false
asyncComplete	false

**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

Name	Type
APPROVAL_LEVEL_CHECKER	LAMBDA
APPROVAL_LEVEL_CHECKER_DCSN	DECISION
APPROVAL_LEVEL_SETTER	LAMBDA
APPROVAL_OUTCOME	LAMBDA
APPROVAL_OUTCOME_SETTER	LAMBDA

Figure 2-5 Modify Tasks

applicationDate	`\${workflow.input.application...`
applicationNumber	`\${workflow.input.application...`
processRefNumber	`\${workflow.input.processRef...`
branch	`\${workflow.input.branch}`
user	`\${workflow.input.initiatedBy}`
customerNumber	`\${workflow.input.customerN...`
processName	`\${workflow.input.processNa...`
processCode	`\${workflow.input.processCo...`
stage	Bulk Payment Entry
amount	null
currencyCode	null

startDelay	0
optional	false
asyncComplete	false



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.

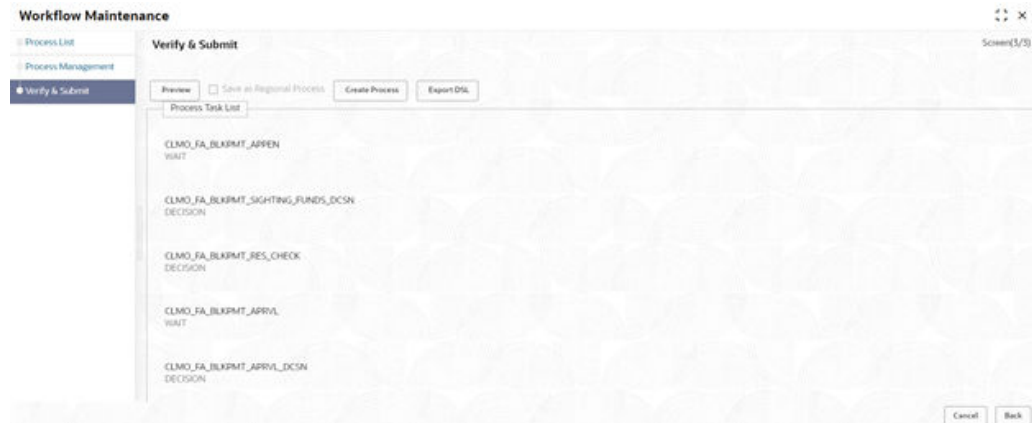
## 2.3 Verify and Submit Screen

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



# 3

## Error Codes and Messages

Use this topic to view the error codes and messages

**Table 3-1 Error code 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

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