Oracle® Banking Liquidity Management

Getting Started User Guide

Release 14.6.0.0.0
F57267-01
May 2022

Oracle Banking Liquidity Management Getting Started User Guide, Release 14.6.0.0.0

F57267-01

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Preface

Purpose

This guide helps to get started with Oracle Banking applications. It explains the basic design of Oracle and the common operations that you can follow while using it. The guide must be used as a supplement and read in conjunction with Common Core, Security Management System, and other application user guides.

Audience

This guide is intended for the Customer Service Representatives (CSR) and staff responsible for setting up new products in your bank.

List of Topics

This guide is organized as follows:

Table 1 List of Topics

Topics	Description
Application Access	This topic provides the information about the installation of different kinds of services.
Application Environment	This topic provides the information about different types of screen environment.
How to's	This topic provides the information about how to access the screens.
Screen/Dashboard	This topic provides the information about the Screens / Dashboard.
Common Fields	This topic provides the information about the common fields.
Common Buttons/Icons	This topic provides the information about the common buttons.

1

Application Access

This topic describes about the application access.

The user can access any application using the link provided by the administrator. Please contact the administrator for URL and the login credentials.

For more information on Users and Roles, refer to **Oracle Banking Security Management System User Guide**.

- Sign In
  This topic describes the systematic instruction to sign in to the application.
- Sign Out
  This topic describes the systematic instruction to sign out from the application.

1.1 Sign In

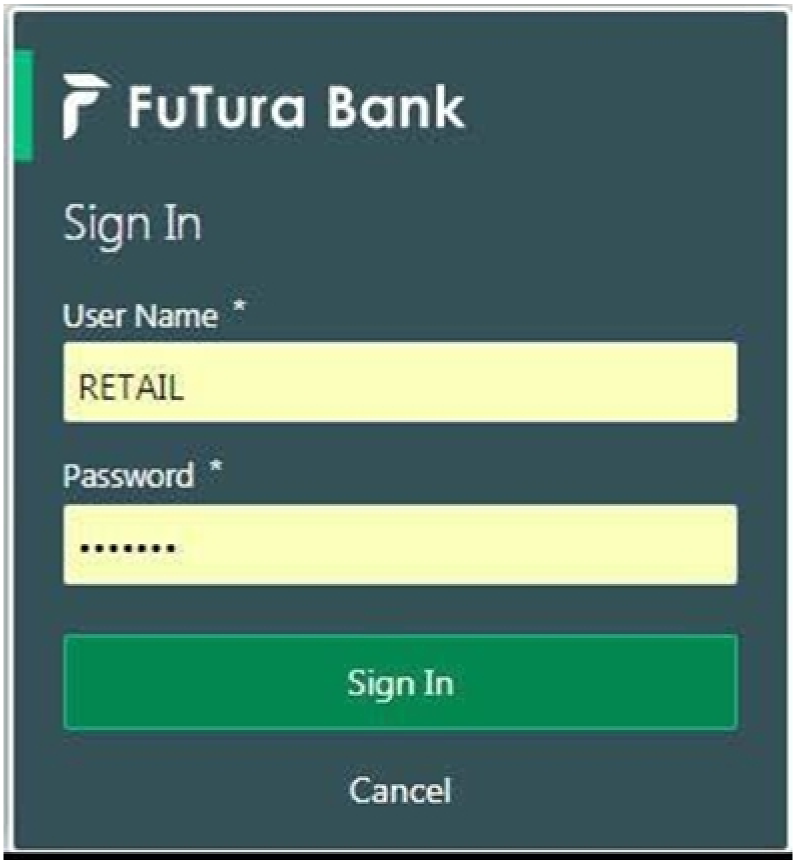
This topic describes the systematic instruction to sign in to the application.

Make sure that the valid user name and password are created for the user.

1. Specify the URL in the browser address and press **Enter**.

   The **Sign In** screen displays.

Figure 1-1 Sign In



2. Specify **User Name** and ***Password***.

   For more information on fields, refer to field description table.

   Table 1-1 Sign In - Field Description

Field	Description
User Name	Specify the user name provided by the administrator.
Password	Specify the *password* provided by the administrator.

3. Click **Sign In** to login to the application. The **Home** screen displays.

1.2 Sign Out

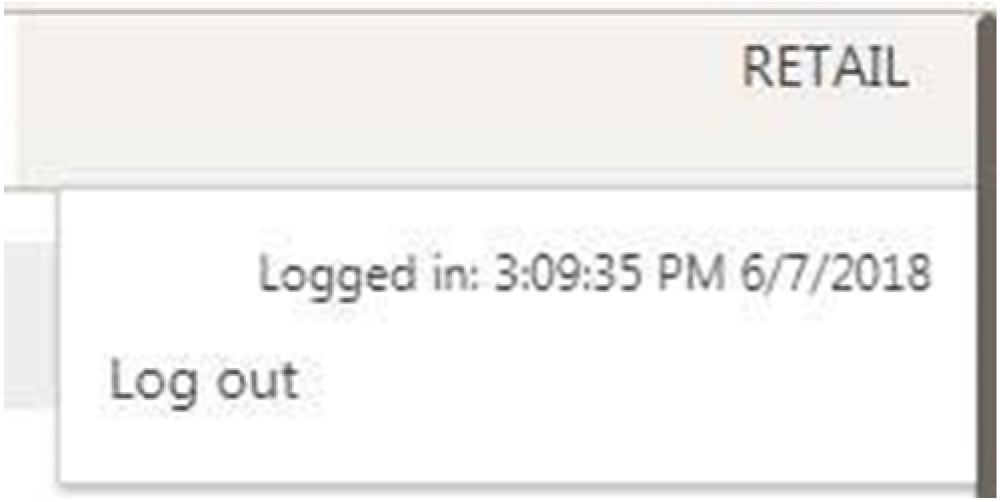
This topic describes the systematic instruction to sign out from the application.

Make sure that all the fields are entered and saved.

1. In the selected application, navigate to toolbar.
2. From toolbar, click the user name logged into the application.

   The **User Profile** fly-out screen displays.

Figure 1-2 Sign Out



3. Click **Log out** to sign out from the application.

   The application logs out.

2
Application Environment

This topic describes about application environment.

On successful login, the application environment screen displays depending on the user privileges.

Figure 2-1 Application Environment

For more information on fields, refer to the field description table.

Table 2-1 Application Environment – Field Description

Field	Description
Hamburger Menu	Click expand/collapse the menu.
Menu	Click to navigate/open the screens associated with the application.
Sub-Menu	Click to navigate/open the screens associated with the application. These are screens associated with the menu depending on the user privileges.
Display Grid	Displays the screens/dashboards.
Bank Name	Displays the name of the bank.
Branch Code	Displays the branch associated with the bank. Click to select the branches associated with the logged in user.
Application Date	Displays the last performed application date of branch’s EOD.

Table 2-1 (Cont.) Application Environment – Field Description

Field	Description
User Profile	Displays the user profile related options and actions are available.

3 How to's

This topic describes about the different types of actions that the user can perform in the application.

As a new user, the user need to perform a set of tasks that are similar in all the screens such as view, edit, delete existing records, and more.

When the user is working with records, it is important to remember that any records that user create, view, edit, delete, and more are determined by administrator settings such as user profile or permission set. Work with the administrator to ensure that the user have access to the records and data.

Now, the user have learned how to work with your records, the user might want to explore more advanced features.

This topic contains the following subtopics:

- View Records
  This topic describes about the various formats to view the records.
- Search the Records
  This topic provides the systematic instructions to search the records.
- Edit the Records
  This topic provides the systematic instructions to edit the records.
- Copy the Records
  This topic provides the systematic instructions to copy the record.
- Unlock the Records
  This topic provides the systematic instructions to unlock the record.
- Delete the Records
  This topic provides the systematic instructions to delete the record.
- Print the Records
  This topic provides the systematic instructions to print the record.
- Authorize the Records
  This topic provides the systematic instructions to authorize the record.
- Minimize and Maximize the Records
  This topic provides the systematic instructions to minimize and maximize the records.
- Close the Records
  This topic provides the systematic instructions to close the records.

3.1 View Records

This topic describes about the various formats to view the records.

The user can view the summary of all configured records in the selected summary screen. This helps the user to find the required record faster.

The various formats to view the records are as follows:

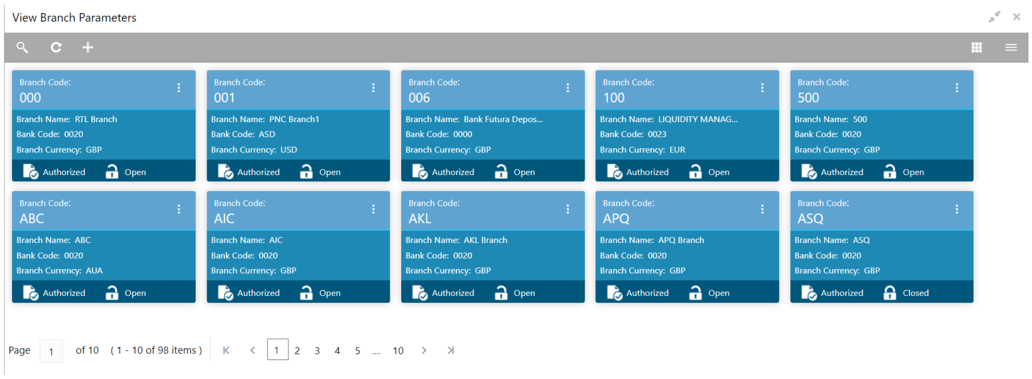
- Tile View
  This topic describes about viewing the records in Tile View.
- List View
  This topic describes about viewing the records in list view.

3.1.1 Tile View

This topic describes about viewing the records in Tile View.

The default summary view of the records are tile view. Displays the configured records in a tile format with few key fields that are associated with the screen. The user can click a tile to open a record in a full screen and view the details.

Figure 3-1 Tile View



3.1.2 List View

This topic describes about viewing the records in list view.

On the maintenance screen, click **List View** icon to view the records that appear in a list view.

Figure 3-2 List View

3.2 Search the Records

This topic provides the systematic instructions to search the records.

1. Navigate to **View** screen.
2. Click **Search** button.

   The fields associated with the screen displays.

Figure 3-3 Search

3. Specify the required fields associated with the selected screen.
4. Click **Search**.

   The requested record displays.

3.3 Edit the Records

This topic provides the systematic instructions to edit the records.

Make sure you have the privileges to know the guidelines to modify the records.

1. In a selected **View** screen, click a record to make the required changes.
2. Click **Save** to save the modified record.

3.4 Copy the Records

This topic provides the systematic instructions to copy the record.

1. Navigate to **View** screen.
2. Click the record that need to copy.
3. Click **Copy** to copy the selected record details and do the required changes to the record.
4. Click **Save** to save the copied record.

3.5 Unlock the Records

This topic provides the systematic instructions to unlock the record.

1. Navigate to **View** screen.
2. Click the record that need to unlock.
3. Click **Unlock** to unlock the selected record details and do the required changes to the record.

4. Click **Save**.

   The modified record is saved.

3.6 Delete the Records

This topic provides the systematic instructions to delete the record.

Make sure that the have privileges and know the guidelines for deleting the records.

1. Navigate to **View** screen.
2. Click the record that need to delete.
3. Click **Delete**.

   The selected record is deleted.

3.7 Print the Records

This topic provides the systematic instructions to print the record.

1. Navigate to **View** screen.
2. Click the record that need to print.
3. Click **Print** to view the record in a print format.

   The selected record is printed.

3.8 Authorize the Records

This topic provides the systematic instructions to authorize the record.

1. Navigate to **View** screen.
2. Click the record that need to authorize.
3. Click **Authorize**.

   The authorized records associated with the screen displays.

Figure 3-4 Authorize

4. Select the required record that must be authorized.
5. Click **Approve** to authorize the record.

3.9 Minimize and Maximize the Records

This topic provides the systematic instructions to minimize and maximize the records.

1. Navigate to **View** screen.
2. Click **Collapse** to minimize the screen.

   The minimized screen displays at the bottom left corner of the screen.
3. Click **Maximize** button to maximize the screen.

   The screen is maximized.

3.10 Close the Records

This topic provides the systematic instructions to close the records.

1. Navigate to **View** screen.
2. Click **Remove** button to close the record.

   The selected record is closed.

> **Note:**
>
> If the user is in the middle of creating/modifying the records, an error/warning message appears prompting to save the changes.

4 Screen/Dashboard

This topic describes about the various components in Screen / Dashboard.

This topic contains the following subtopics:

- Mandatory and Optional Fields
  This topic describes about the mandatory and optional fields in the screen.
- Configure Tile
  This topic describes the systematic instructions to configure the dashboard tile.
- Remove Tile
  This topic describes the systematic instructions to remove the dashboard tile.
- Reorder Tile
  This topic describes the systematic instructions to reorder the dashboard tile.
- Expand Tile
  This topic describes the systematic instructions to expand the dashboard tile.
- Add Tile
  This topic describes the systematic instructions to add the dashboard tile.

4.1 Mandatory and Optional Fields

This topic describes about the mandatory and optional fields in the screen.

There are mandatory and optional fields available for any screen. The user can identify the mandatory field with the asterisk (*) symbol. If the user tries to save the record without providing all the mandatory fields, a red exclamation mark or an error appears against the field to update the details.

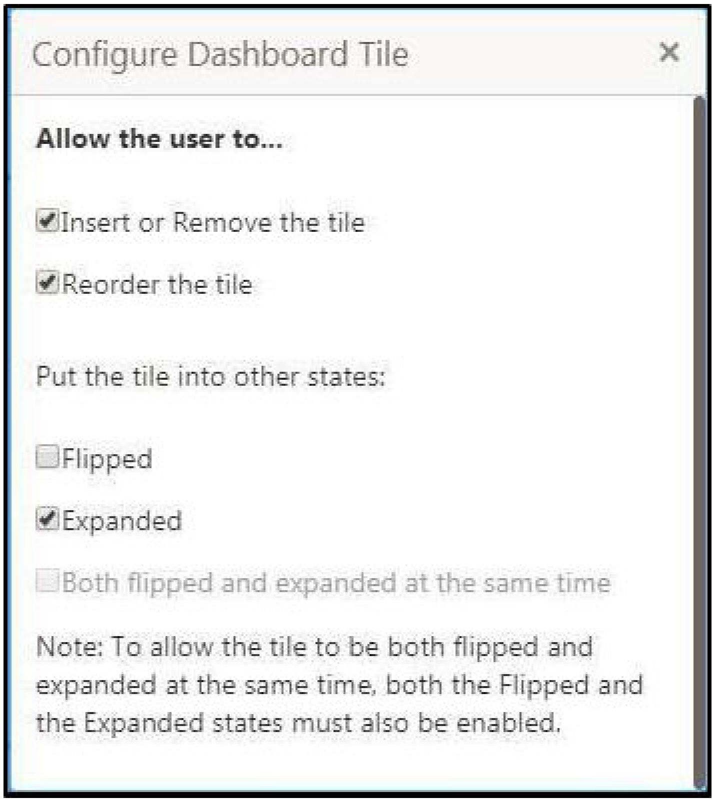
4.2 Configure Tile

This topic describes the systematic instructions to configure the dashboard tile.

1. On the Dashboard, click **Configure Tile**.

   The **Configure Dashboard Tile** pop-up screen displays.

Figure 4-1 Configure Dashboard Tile



2. On **Configure Dashboard Tile**, select the required options.

   For more information on fields, refer to the field description table.

Table 4-1 Configure Dashboard Tile - Field Descritpion

Field	Description
Insert or Remove the tile	If selected, the user can remove the dashboard widget from the dashboard-landing page.
Reorder the tile	If selected, the user can rearrange the dashboard widget in the dashboard-landing page.
Flipped	If selected, the user can flip the dashboard widget for more information.
Expanded	If selected, the user can expand the dashboard widget in the dashboard landing page.
Both flipped and expanded at the same time	If selected, the user can flip and expand the dashboard widget in the dashboard landing page.

3. Click **Close** button to update the dashboard widget configuration.

4.3 Remove Tile

This topic describes the systematic instructions to remove the dashboard tile.

- Click **Remove** to remove the dashboard widget from the landing page.

The removed widgets are available under the **Add Tiles** option.

4.4 Reorder Tile

This topic describes the systematic instructions to reorder the dashboard tile.

- Select and drag the **Drag to Reorder** to drop the dashboard widget at the desired place.

  The page is automatically refreshed and displays the updated order.

4.5 Expand Tile

This topic describes the systematic instructions to expand the dashboard tile.

- Click **Expand Tile** to view all the information of the dashboard widget.

  The expanded widget displays on a complete row to view more information.

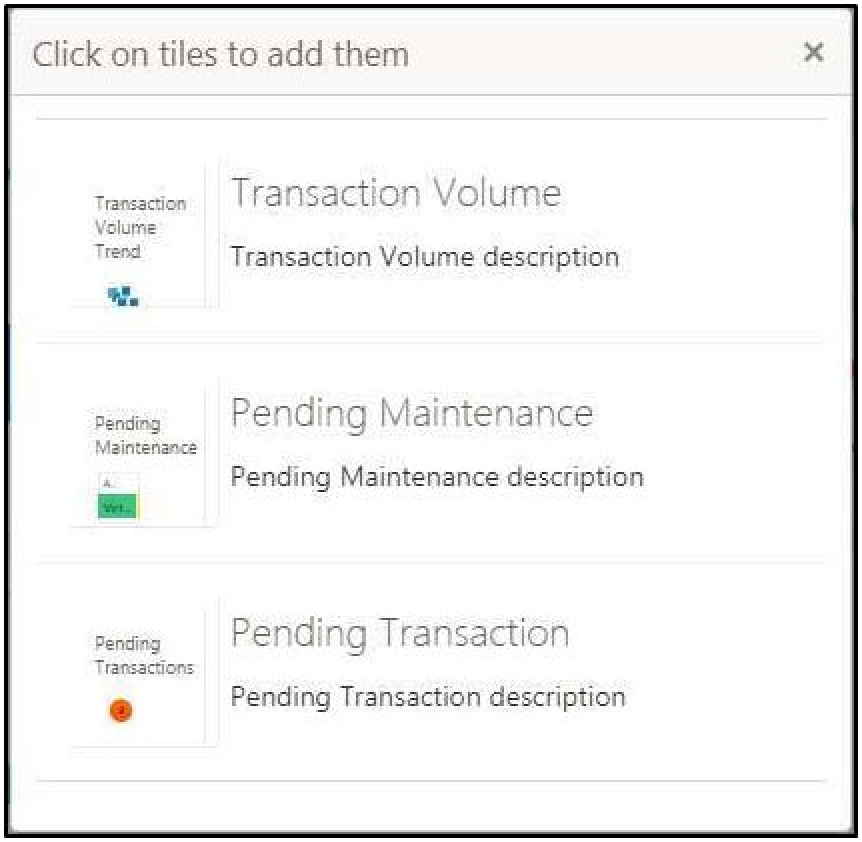
4.6 Add Tile

This topic describes the systematic instructions to add the dashboard tile.

1. Click **Add Tiles to Dashboard** to add more available dashboard widget to the dashboard landing page.

   The **Click on tiles to add them** screen displays.

Figure 4-2 Click on tiles to add them



2. Click on the dashboard that the user wants to add to the dashboard-landing page.

   The page is automatically refreshed and displays the added dashboard widget.

5

Common Fields

This topic provides the information about all the common fields used in the application.

The list of common fields are as follows.

Table 5-1   Common Fields

Field	Description
Branch Code	The user can select a configured branch code which the user wants to associate with the selected screen.
Maker	Displays the name of the logged in user who created the record.
Customer Number	The user can select a configured customer number which the user wants to associate with the selected screen. The user can configure the customer number using the **Create External Customer** screen.
Account Number	The user can select a configured account number which the user wants to associate with the selected screen. The user can configure the account number using the **Create External Customer Account** screen.
Source System	The user can select a configured source system which the user wants to associate with the selected screen. The user can configure the source system using the **Create Upload Source** screen.
Host Code	The user can select a configured host code which the user wants to associate with the selected screen. The user can configure the host code using the **Create Host Code** screen.
Currency	The user can select a configured currency which the user wants to associate with the selected screen. The user can configure the currency using the **Create Currency Definition** screen.
Status	Displays the status of the record: • **Authorized**: The record is verified and authorized. • **Unauthorized**: The record is not verified. • **Open**: The record is open and waiting for verification. • **Locked**: The record is locked. • **Closed**: The record is closed.

6

Common Buttons/Icons

This topic provides the information about all the common buttons/icons used in the application.

The list of common buttons and icons are as follows.

Table 6-1 List of Buttons/Icons

Button/Icon	Description
New	Creates a new record for the selected screen.
Query	View all the configured records for the selected screen.
Unlock	Unlock the configured record for the selected screen.
Search	Search the configured record and select the required record for the selected screen.
Copy	Copy the configured record, modify the details, and save with a different name for the record.
Delete	Remove the configured record for the selected screen.
Reopen	Reopens a closed record for the selected screen.
Close	Closes the configured record for the selected screen.
Print	Print view the configured record for the selected screen.
Authorize	Authorize the configured record for the selected screen.
Collapse	Minimises the opened screen to the bottom left corner of the screen.
Remove	Closes the opened screen.
Audit	Check the history of the configured records for the selected screen.
Save	Save the configured record for the selected scree
Cancel	Discard the configured record before saving it.
+	Add a row in the grid to provide the required record for the selected screen.
-	Remove a row in the grid for the selected screen.
>	Select a record and move it to the required selected list grid.
<	Select a record and move it back to the available list grid.
>|	Move all the available list of records to the selected list of grid.
|<	Move back all the selected list of records to the available list of grid.

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