

Codee Online Banking Administrator Manual

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1. General description

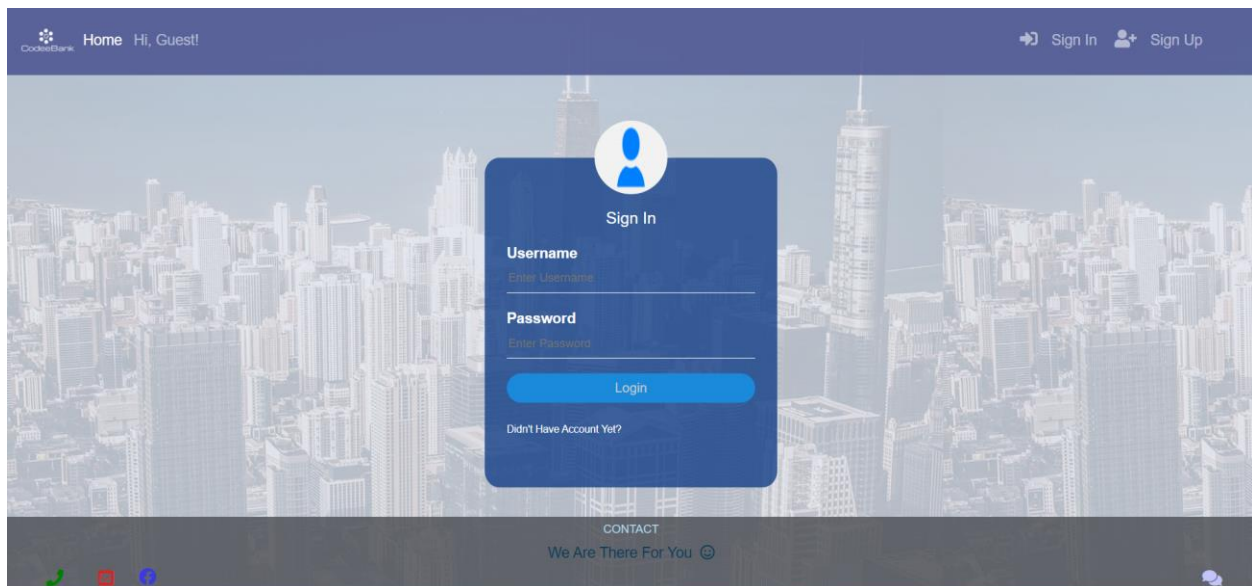
This document describes how to manage Codee-Banking system. The Codee Banking manager can perform the following functions : sign in to Codee-Banking system, manage user, transaction, add new user, transaction for user and manage admin's profile. In order for the administrator to manage the system well, this document describes step by step to perform the functions.

2. Sign in to Codee-Banking system

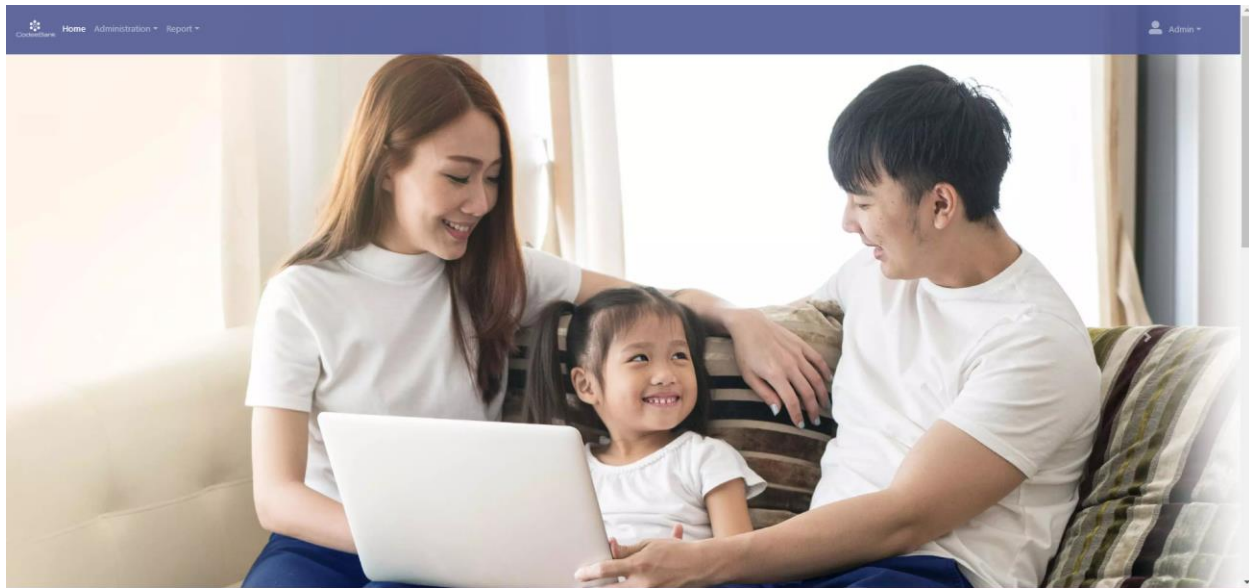
In order to access Codee Bank you will be required to

1. Enter your username
2. Enter your password

Admin account is provided without registration. You may either be redirected to the home page if your username and password that you entered is correct or receive an error message: " incorrect username/ password" if the information you entered is incorrect. Once you sign in Codee Bank Web you will see the screen below:



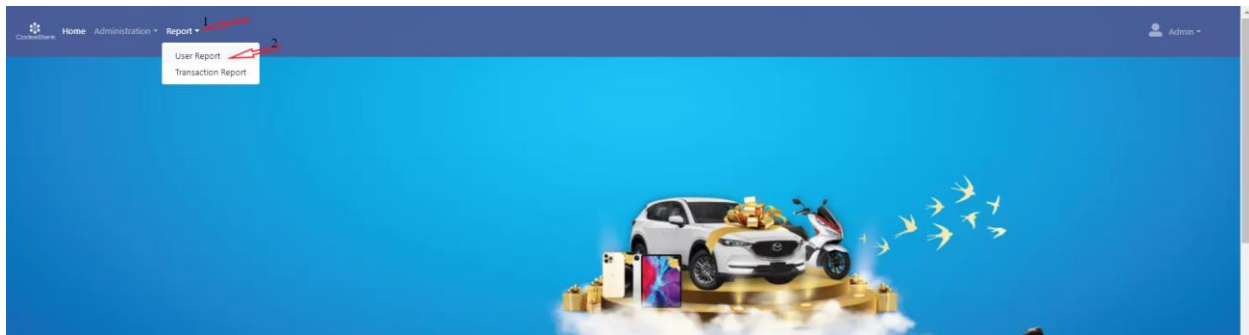
After entering the correct username and password and clicking the login button, the system will check the information and then redirect to the home page.



3. Manage user account: check list user account, edit user's profile, delete account, add account

3.1 Check the list of user accounts

First, the admin needs to check the list of users who have registered with Codee Bank. You need to click “report” section on the navigation bar and then select “user report” option.



And the list of users will display with information such as account numbers, username, password...in form of a table as follows:

Codee Bank

Home

Administration

Report

Admin

ACCOUNT REPORT

Search By Account Number

No.	Account Number	Name	Password	Address	Date Of Birth	Phone	Email	Balance		
1	21510002330348	Anh18	123456	Ha Noi, Viet Nam	2000-02-18	0388942067	Admin@Gmail.Com	4435000	Edit	Delete
2	215100000678	Anh	123456	Ha Noi, Viet Nam	2002-02-13	0388942047	Admin@Gmail.Com	449150000	Edit	Delete
3	3456242142	Phuong	123456789	Ha Noi, Viet Nam	2000-04-12	0388942999	Admin2@Gmail.Com	8460000	Edit	Delete

3.2 Search for a special account

To search for a special account, admin entering account number of this user in the “Search by account number” box and the system will check and display more detailed information about this account if the account number is registered with the Codee Bank.

3.3 Edit user's profile

The admin has the right to modify a user's profile if a request is received from that user. To modify a user's information, admin clicks on the “Edit” button corresponding to that user's information line.

Codee Bank

Home

Administration

Report

Admin

ACCOUNT REPORT

Search By Account Number

No.	Account Number	Name	Password	Address	Date Of Birth	Phone	Email	Balance		
1	21510002330348	Anh18	123456	Ha Noi, Viet Nam	2000-02-18	0388942067	Admin@Gmail.Com	4435000	Edit	Delete
2	215100000678	Anh	123456	Ha Noi, Viet Nam	2002-02-13	0388942047	Admin@Gmail.Com	449150000	Edit	Delete
3	3456242142	Phuong	123456789	Ha Noi, Viet Nam	2000-04-12	0388942999	Admin2@Gmail.Com	8460000	Edit	Delete

Then the user's profile will display as follows:

EDIT ACCOUNT

Account Number: 21510002330348

Password: 123456

Username: Anh18

Address: Ha Noi, Viet Nam

Date Of Birth: 18-02-2000

Phone: 0388942067

Email: admin@gmail.com

Save

And the administrator can modify the information according to the user's request such as changing username, phone number or password...Click “Save” to save the changes to the database.

3.4 Delete account

The administrator can also delete a use’s account if requested by the user or for special reasons. Click “Delete” at the end of the information line of the user whom you want to delete. And the Codee Bank system will ask:” Are you sure to delete this account”, you can click “Ok” to delete account or otherwise, click “Cancel”.

Are you sure you want to delete?

OK **Cancel**

Search By Account Number

No.	Account Number	Name	Password	Address	Date Of Birth	Phone	Email	Balance	Edit	Delete
1	21510002330348	Anh18	123456	Ha Noi, Viet Nam	2000-02-18	0388942067	Admin@gmail.Com	4435000	Edit	Delete
2	215100000678	Anh	123456	Ha Noi, Viet Nam	2002-02-13	0388942047	Admin@gmail.Com	449150000	Edit	Delete
3	3456242142	Phuong	123456789	Ha Noi, Viet Nam	2000-04-12	0388942999	Admin2@gmail.Com	8460000	Edit	Delete

3.5 Add new user account

User can go to the Codee Bank and request creating an online Codee Bank account. The administrator will proceed to create an user account by the following step:

1. Click administration on the navigation bar of the home page
2. Click “Add User” option
3. Fill in the customer information provided in the form, create a username and password for that account.

4. Click “Add” button to finish adding new user account or otherwise click “Cancel” button

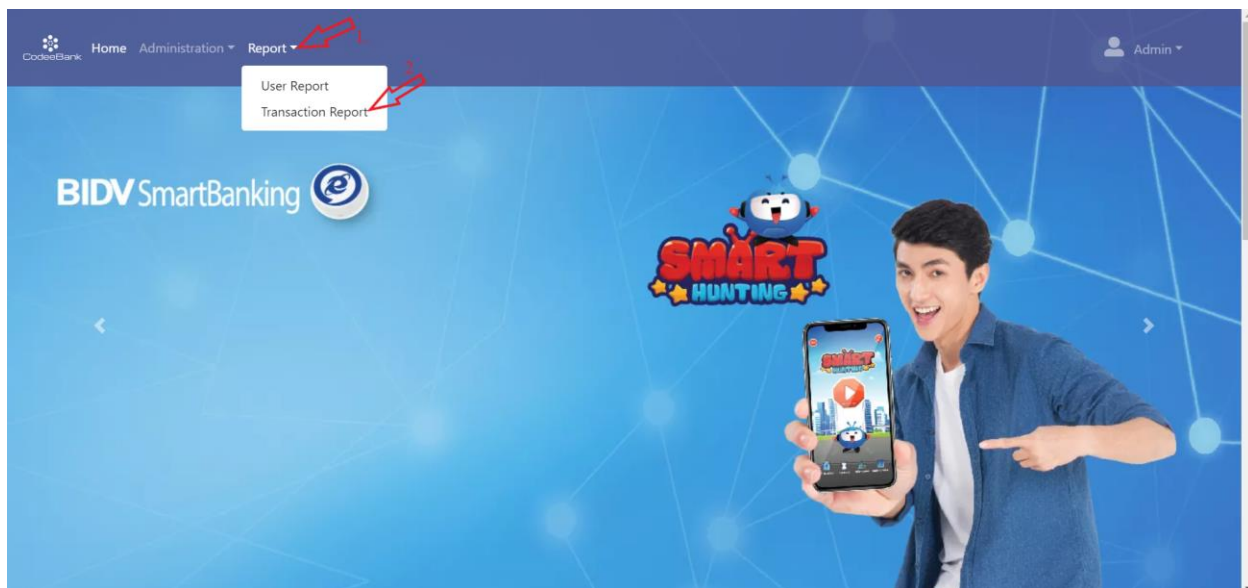
The screenshot displays the Codee Bank Admin interface. The top navigation bar includes 'Home', 'Administration', and 'Report'. A dropdown menu under 'Administration' shows 'Add User' and 'Add Transaction'. The main content area features a large image of a family (mother, father, and child) looking at a laptop. Below the image is the 'ADD ACCOUNT' form. The form has two columns of input fields: 'Account Number', 'Password', 'Date Of Birth', and 'Email' on the left; 'Username', 'Address', 'Phone', and 'Balance' on the right. Each field has a corresponding label and a validation message (e.g., 'Username Must Be From 4 - 32 Characters', 'Password Must Be 6 - 32 Characters', 'Please fill out this field.'). At the bottom of the form are 'Add' and 'Reset' buttons. A red arrow points to the 'Add' button, labeled with the number 4. Another red arrow points to the 'Add User' option in the dropdown menu, labeled with the number 2. A third red arrow points to the 'Fill information into the form' text, labeled with the number 3. The footer contains a 'CONTACT' section with the text 'We Are There For You' and a phone icon.

4. Manage Transaction

4.1 View transaction report:

To check money transfer transactions of users, admin need to:

1. Click “Report” section in the navigation bar of the home page
2. Select “Transaction Report” option



Then a table of transactions is displayed for the administrator, including information about from account number, beneficial account number, transaction amount, date & time of the transaction.

4.2 Search for a special transaction

In case the administrator wants to search for certain transactions that have been performed on the Codee Bank system. The administrator just enter account number in the box "search by account number" and then information about the transaction related to that account will be automatically displayed like this:

No.	TransactionId	Beneficial Account No	Beneficial Account Name	Bank Name	By Account No	By Account Name	Date	Amount	Status		
1	607039215ffb023938e24fb0	21510002330348	Anh18	BIDV	3456242142	Phuong	18:23, 9/4/2021	1090000	Completed	Edit	Delete
2	60712a5ba582f93598516d51	21510002330348	Anh18	BIDV	3456242142	Phuong	11:32, 10/4/2021	2000000	Completed	Edit	Delete

4.3 Add new fund transfer for user

The admin can also create a money transfer transaction that helps a user in case the user arrives at a bank's workplace and requests a money transfer, provides the

employee with cash, and the recipient's information. The administrator will create a money transfer transaction for the user by using Codee online banking with the following:

1. Click “Administration” on the navigation bar of the homepage
2. Select “Add Transaction” option
3. Fill in the user information provided in the form
4. Click “Add” button to finish adding new transaction for the user or otherwise click “Reset” button.

The image shows two screenshots of the Codee Bank web application. The top screenshot shows the 'Administration' menu with 'Add Transaction' highlighted. The bottom screenshot shows the 'ADD TRANSACTION' form with various input fields and buttons. Red arrows and numbers 3 and 4 indicate the steps for filling the form and clicking the 'Add' button.

ADD TRANSACTION

Beneficial Account No	Beneficial Account Name
<input type="text"/>	<input type="text"/>
Bank Name	By Account No
<input type="text" value="BIDV"/>	<input type="text"/>
By Account Name	Amount
<input type="text"/>	<input type="text"/>
Status	
<input type="text"/>	
<div>4 → <input type="button" value="Add"/> <input type="button" value="Reset"/></div>	

3. Fill transaction information into the form →

CONTACT
We Are There For You ☎

5. Manage admin's profile

To view admin's profile, click "Admin" in the right sight of the navigation bar, then click on "My Profile" option. Your profile will be displayed, and you can edit the information in your profile.

To edit the user name, phone number, email address, you need to delete the old information and enter new information, then enter the password in the confirm password box to verify, then press the Save changes button to save the changes.

The screenshot displays the 'My Profile' page with the following fields and annotations:

- 1. Enter new information that you want to edit** (Red arrow pointing to the Username field)
- 2. Re-enter password in "Confirm password" box** (Red arrow pointing to the Confirm Password field)
- 3.** (Red arrow pointing to the Save Changes button)

The form fields are:

- Username: Anh
- Address: Ha Noi, Viet Nam
- Date Of Birth: 13-02-2002
- Phone: 0388942047
- Email: admin@gmail.com
- Password: 123456
- Confirm Password:

Buttons: Save Changes, Cancel

Please wait a few seconds for the system to save these changes, then re-open My profile to see the updated information. If you do not want to change personal information, please click Cancel button.

To change the password, you need to:

1. Enter the new password in the password box
2. Re-enter that new password in the Confirm password box.
3. Click Save changes button

The screenshot shows the 'My Profile' page in the Codee Bank system. The page has a dark blue header with navigation links: Home, Administration, and Report. The user is logged in as 'Admin'. The main content area is titled 'Personal Info' and contains a form with the following fields:

- Username: Anh
- Address: Ha Noi, Viet Nam
- Date Of Birth: 13-02-2002
- Phone: 0388942047
- Email: admin@gmail.com
- Password: 123456Admin
- Confirm Password: 123456Admin

The Password and Confirm Password fields are circled in red, indicating they must match. At the bottom of the form are 'Save Changes' and 'Cancel' buttons. The footer of the page includes a 'CONTACT' section with the text 'We Are There For You' and a chat icon.

Please make sure the string you entered both times is the same. In case you entered two different character strings, the system will notify you of an error and will not make your request to change your password.

If you have any questions or mistakes, please contact the project's support team via email: sqasupport@gmail.com