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FUNCTIONAL SYSTEM DOCUMENT FOR MERCHANT DASHBOARD

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OCT 2024



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## Document Purpose

This document outlines the features to be covered in Merchant Dashboard that will enable merchants to have a holistic view of engagement with SBlePay.

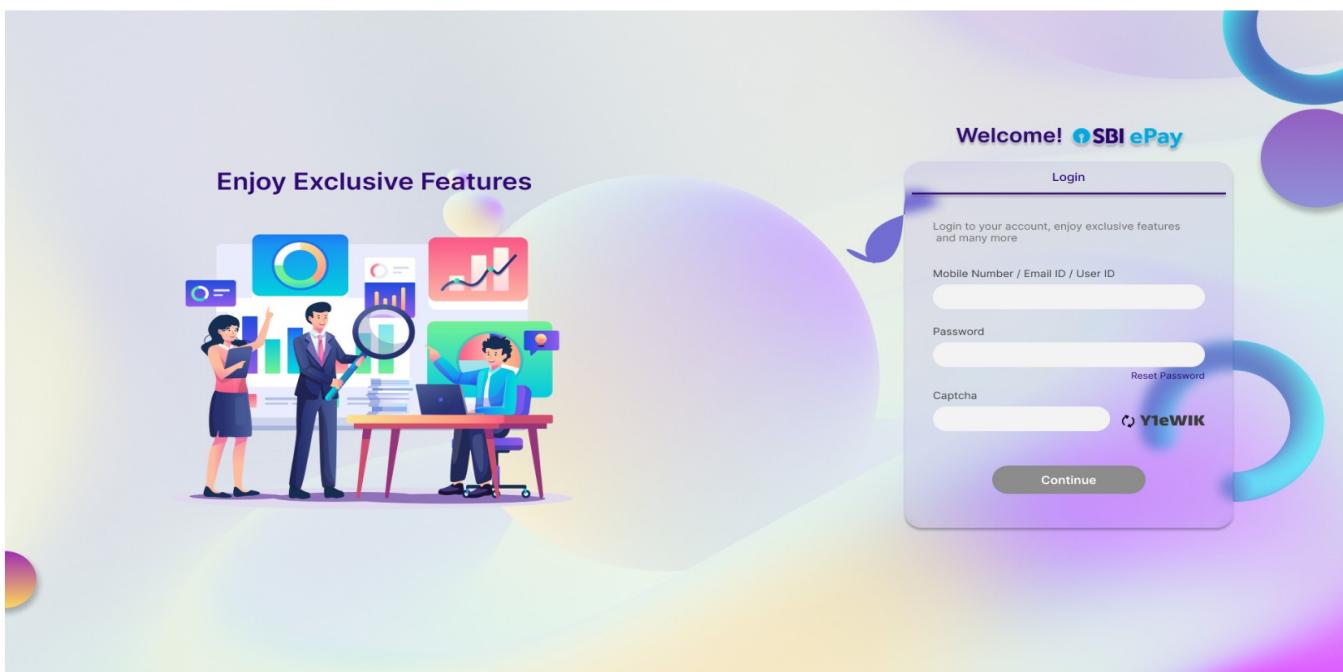
## Scope

The scope of document includes modules of merchant panel such as merchant dashboard, user management, reports, accounts and settings.

## Functional Flow

### 1. Login

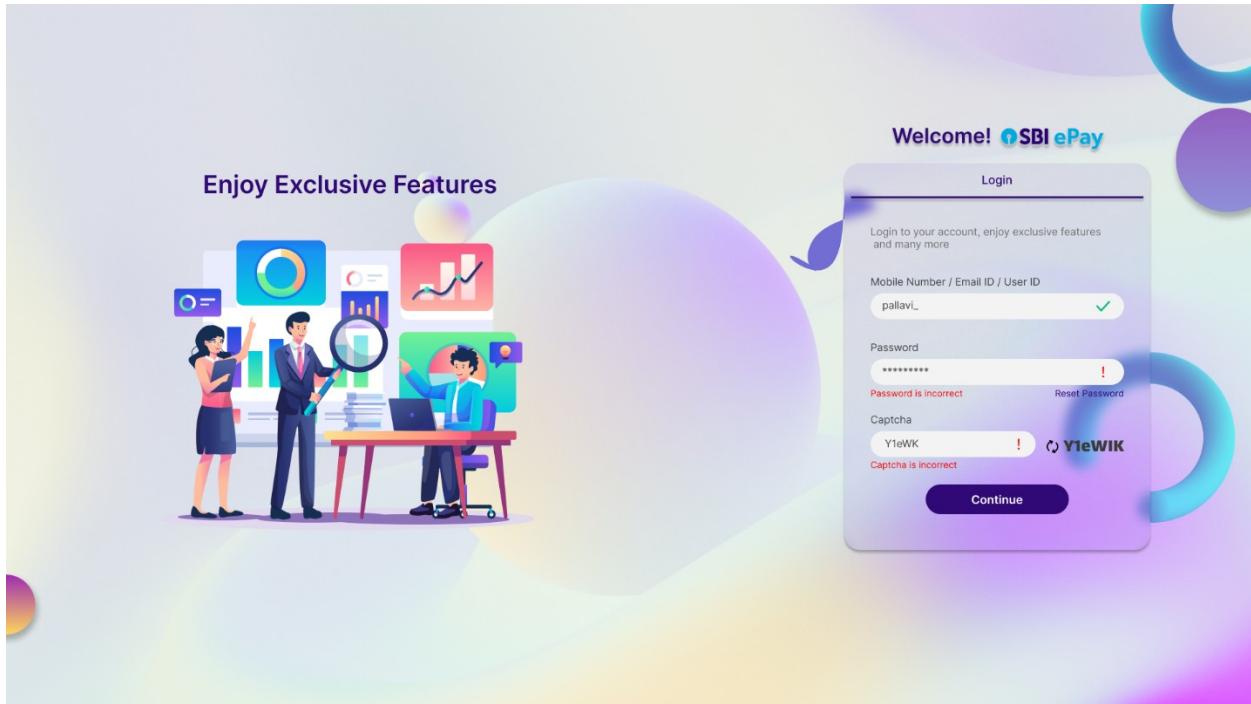
- Login page of the merchant panel will have SBlePay logo and a login box below it to enter login credentials (Mobile Number/Email ID/User ID), password and captcha, and a 'Continue' button which will be disabled until all the fields are filled, as per screenshot below.



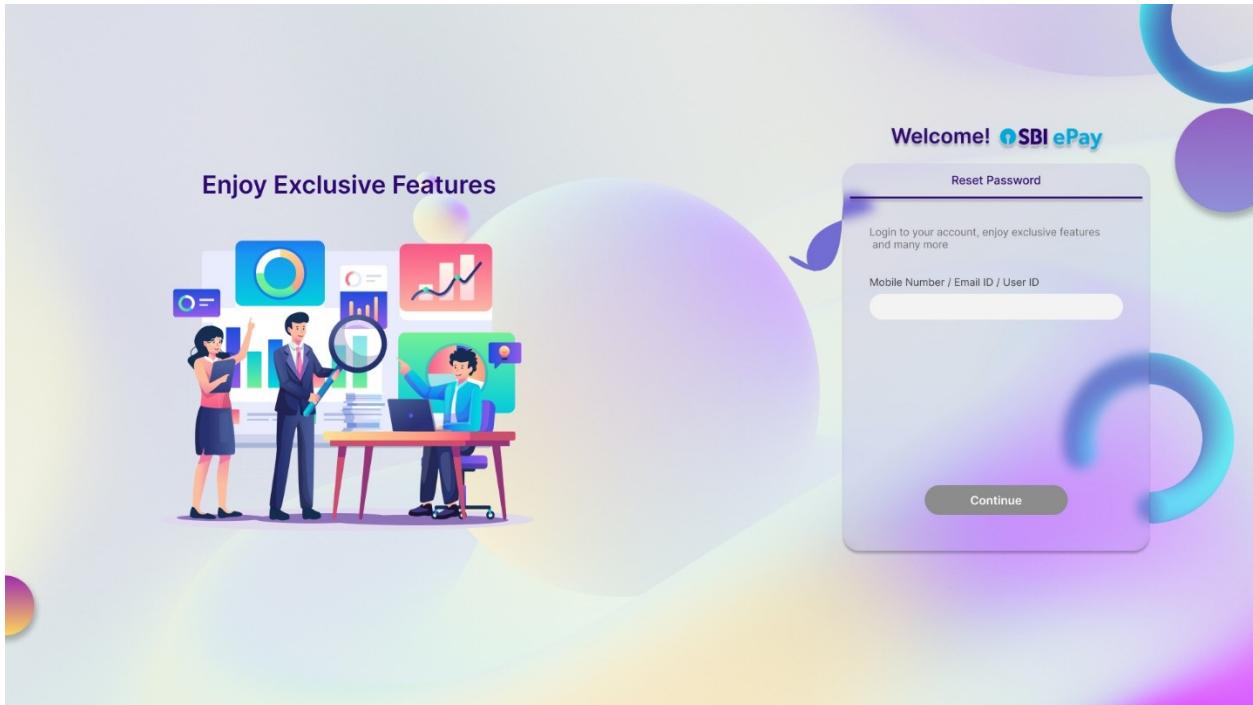
- The user will enter a valid mobile number/ Email ID/ unique User ID and will move to password field.
- As soon as the cursor moves to password field, entered Mobile Number/Email ID/User ID will be validated by system in the background, and the same will be indicated to the user with error message and symbol. (Green tick in case of valid ID and red '!' symbol in case of invalid ID)  
Error message will be- 'Mobile number, email or userId incorrect.'
- The user will then enter their password (default password provided by SBlePay onboarding team during first login) or the latest changed password.
- Mandatory captcha also must be entered.
- The user will then click on 'Continue' button.



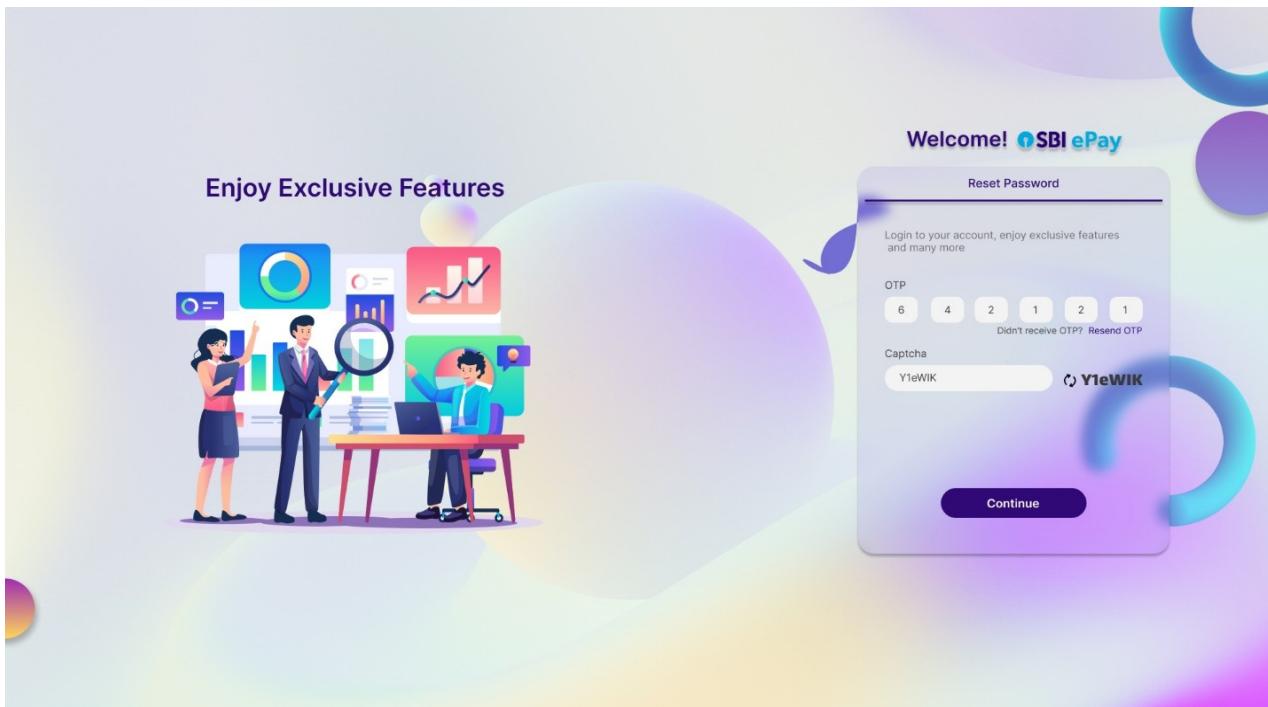
- After 'Continue' button is clicked, system will validate the password and captcha. If it is incorrect, the same will be notified with an alert message as per screenshot below.



- If the user has forgotten their password, they can click on 'Reset Password', and the following screen will appear.

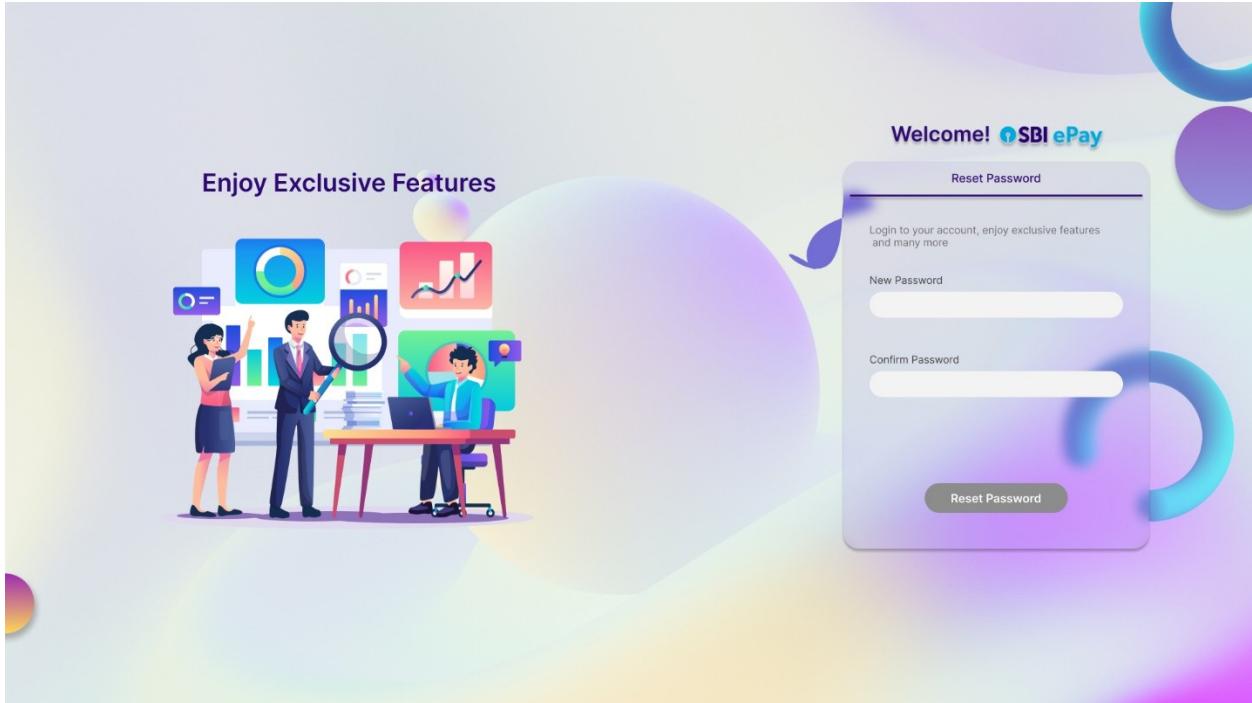


- User will enter correct ID and will click on 'Continue' to receive an OTP that needs to be entered in the next screen along with captcha as per screenshot below-

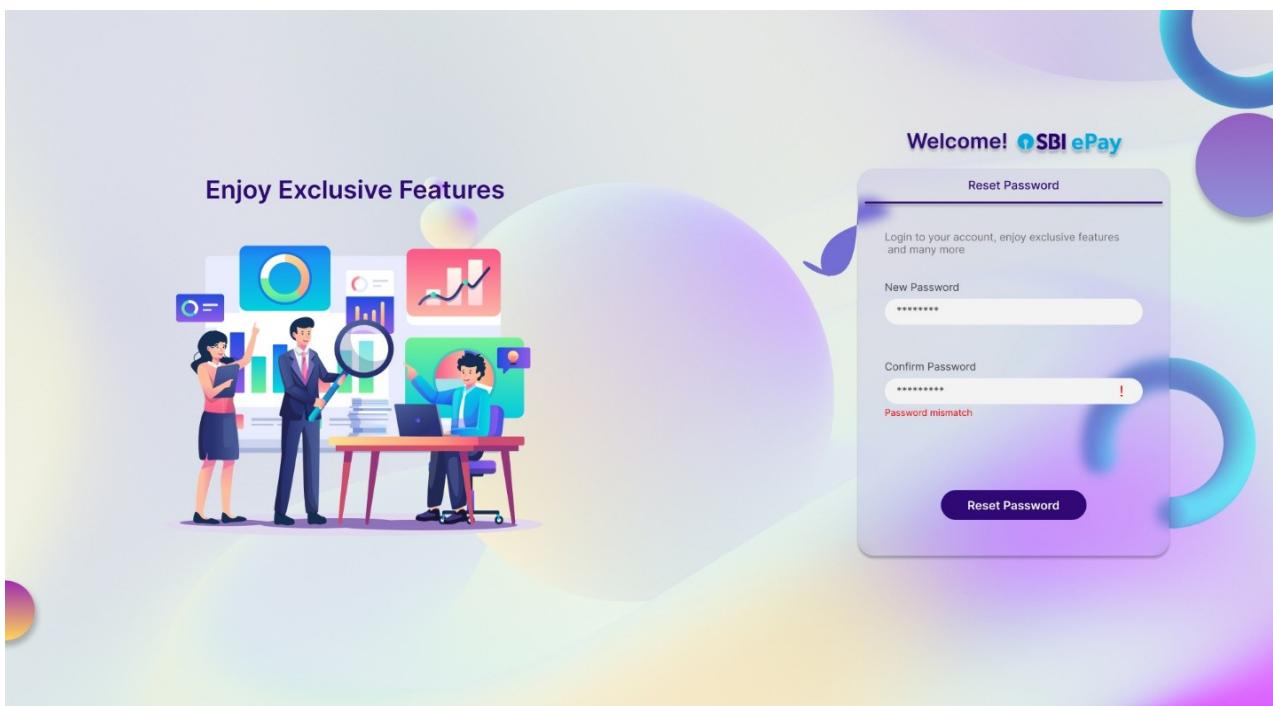




- Clicking on 'Continue' button will take user to the screen where they can enter new password (twice).

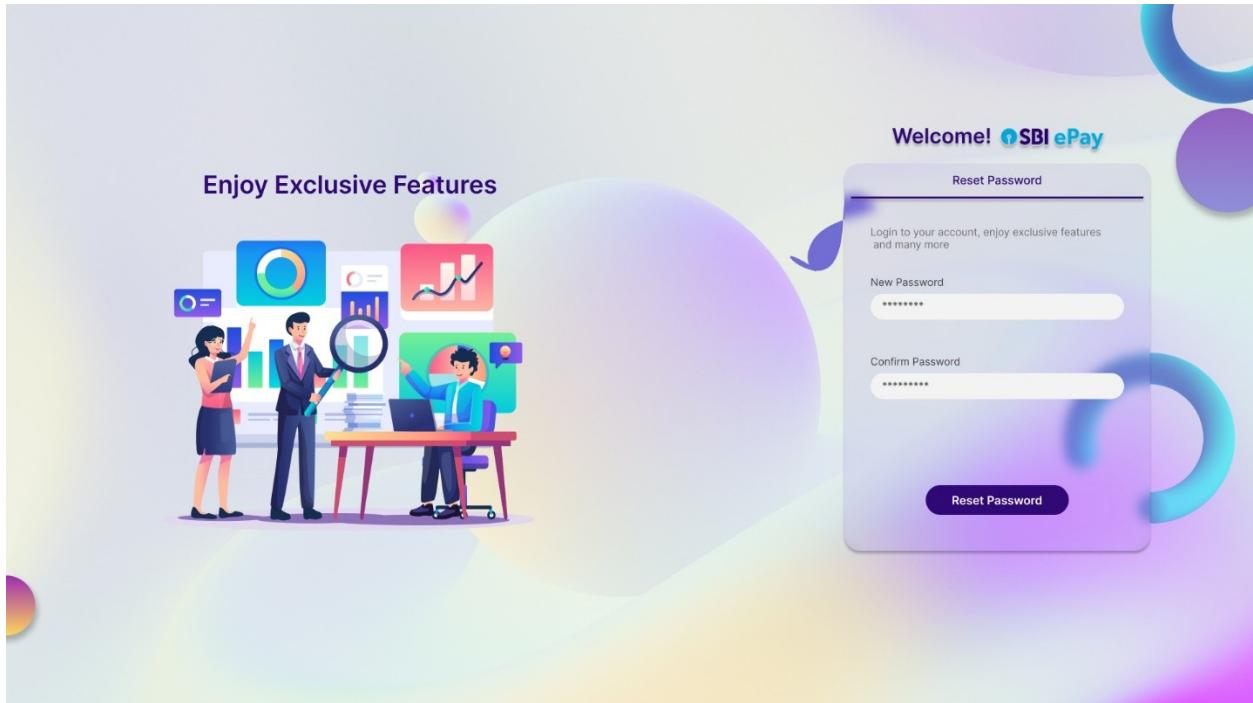


- If re-entered password does not match with the new password, user will be shown following error screen-

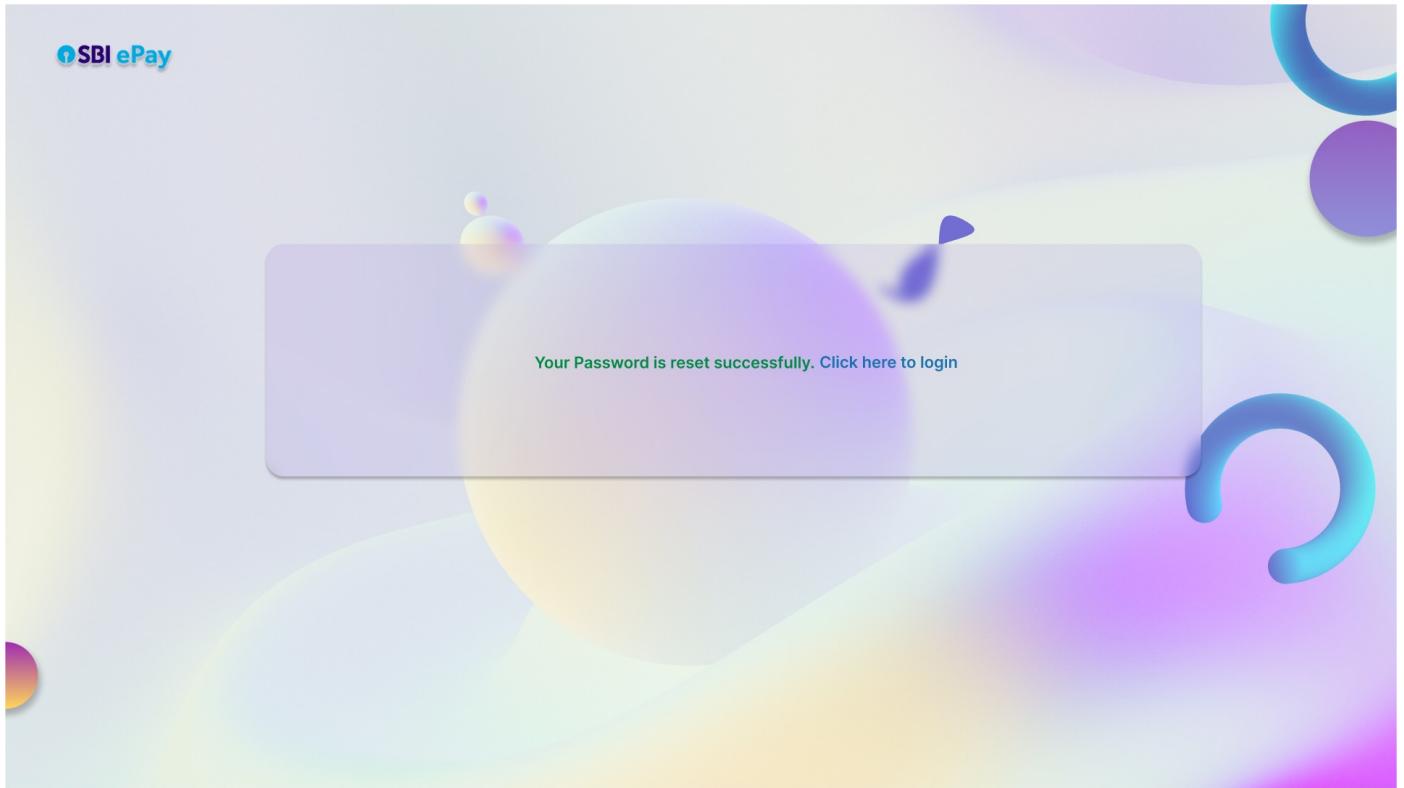




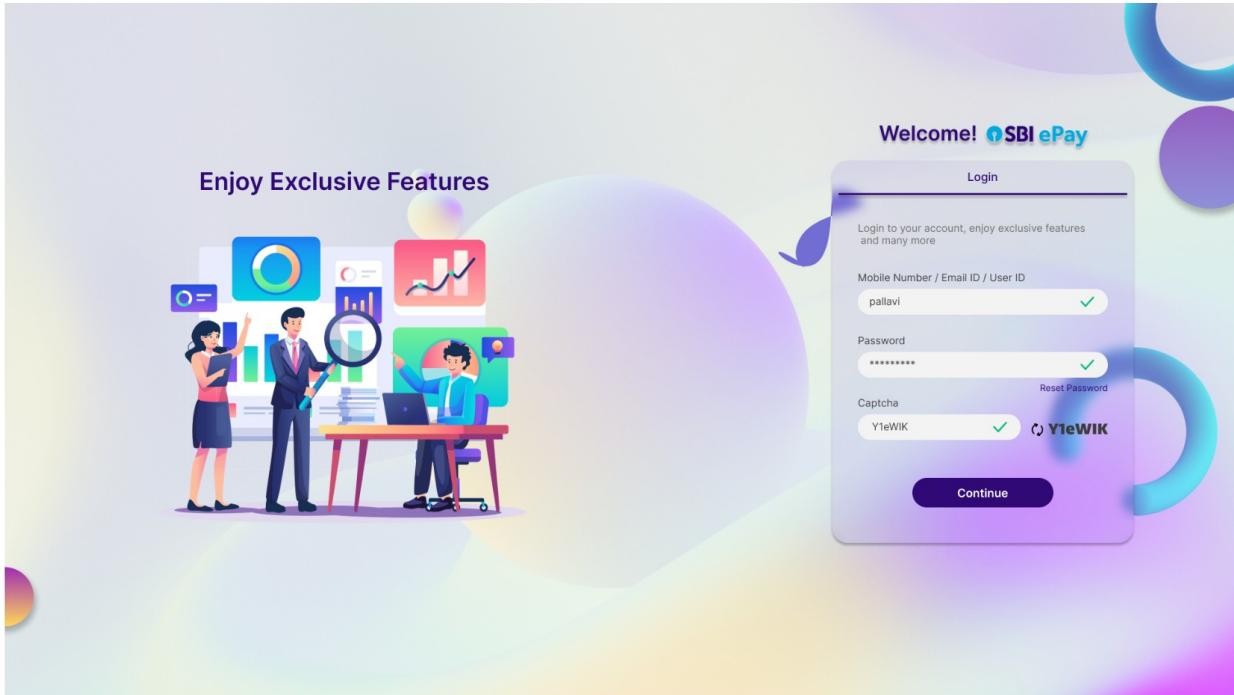
- If password matches, user will see following screen.



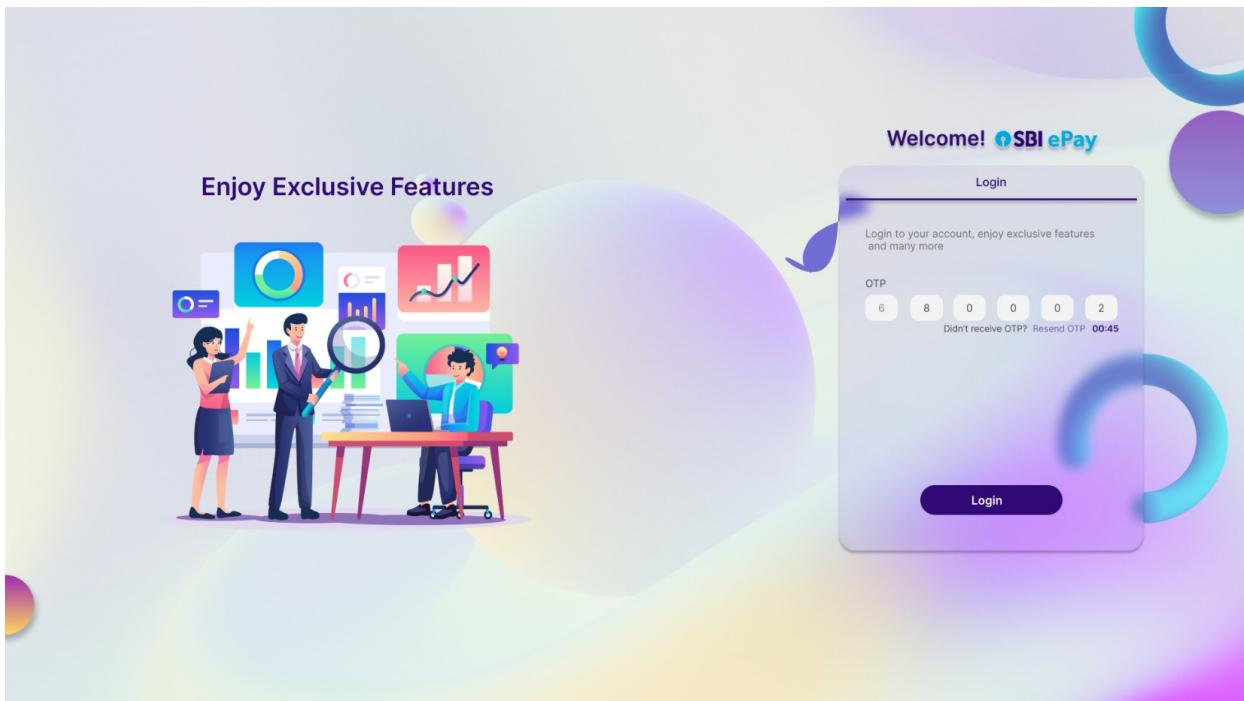
- User will then click on 'Reset password' to see following screen.



- In the above page, The text 'Click here to login' will be hyperlinked. Upon clicking the same, user will be redirected to login page.
- In the main login page, upon entering correct mobile number/Email ID/user ID, password and captcha and on clicking the Continue button, user will see below screen for a fraction of the second, before getting redirected to the OTP page.

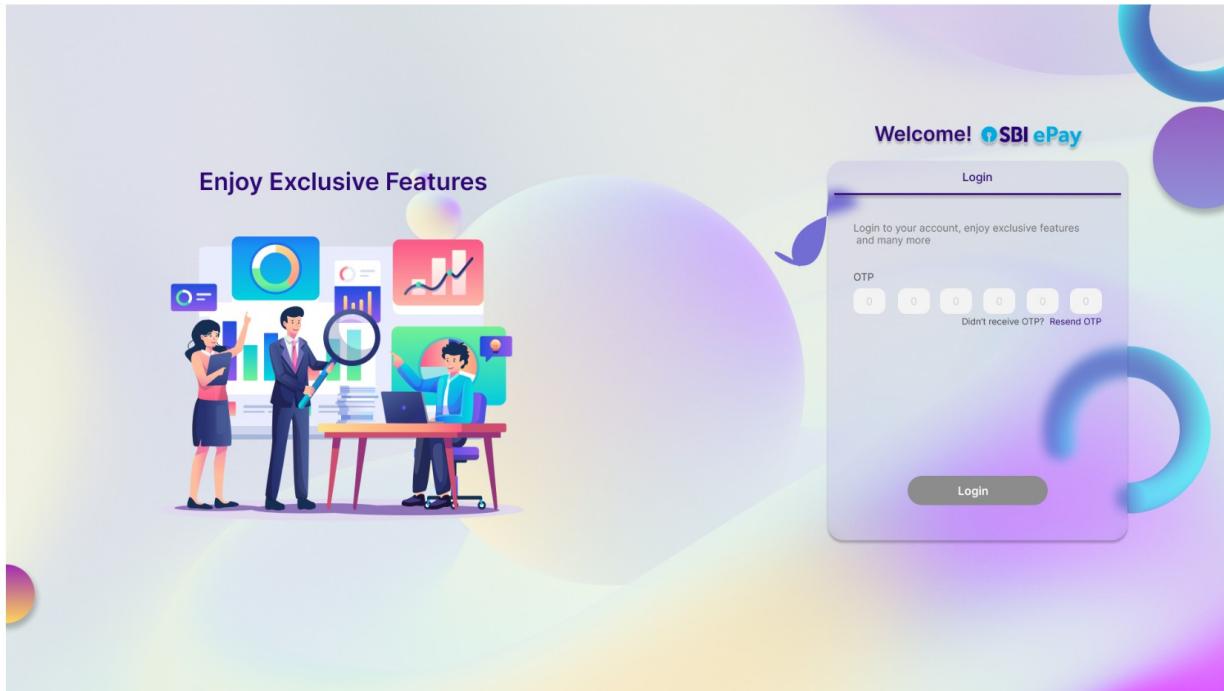


- By clicking on 'Continue' button, an OTP will be sent on user's email id and/or mobile number and they will be taken to the OTP screen as per screenshots below-

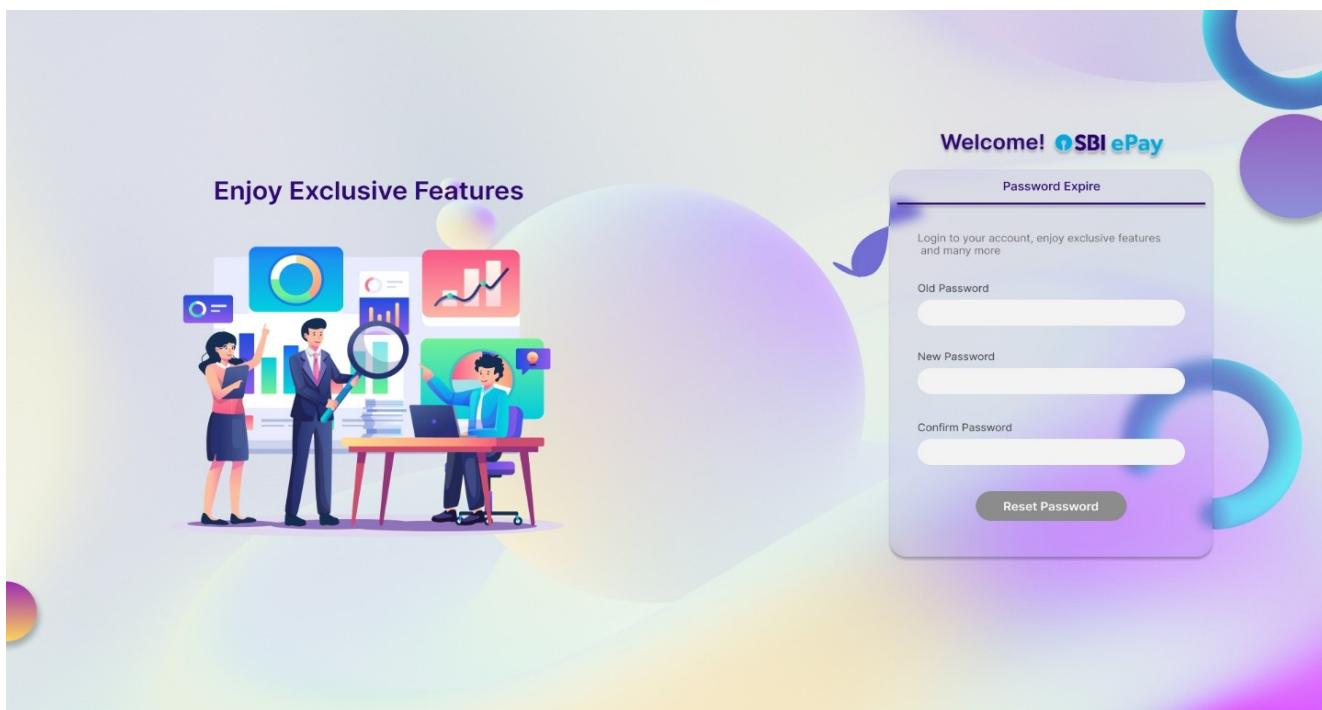
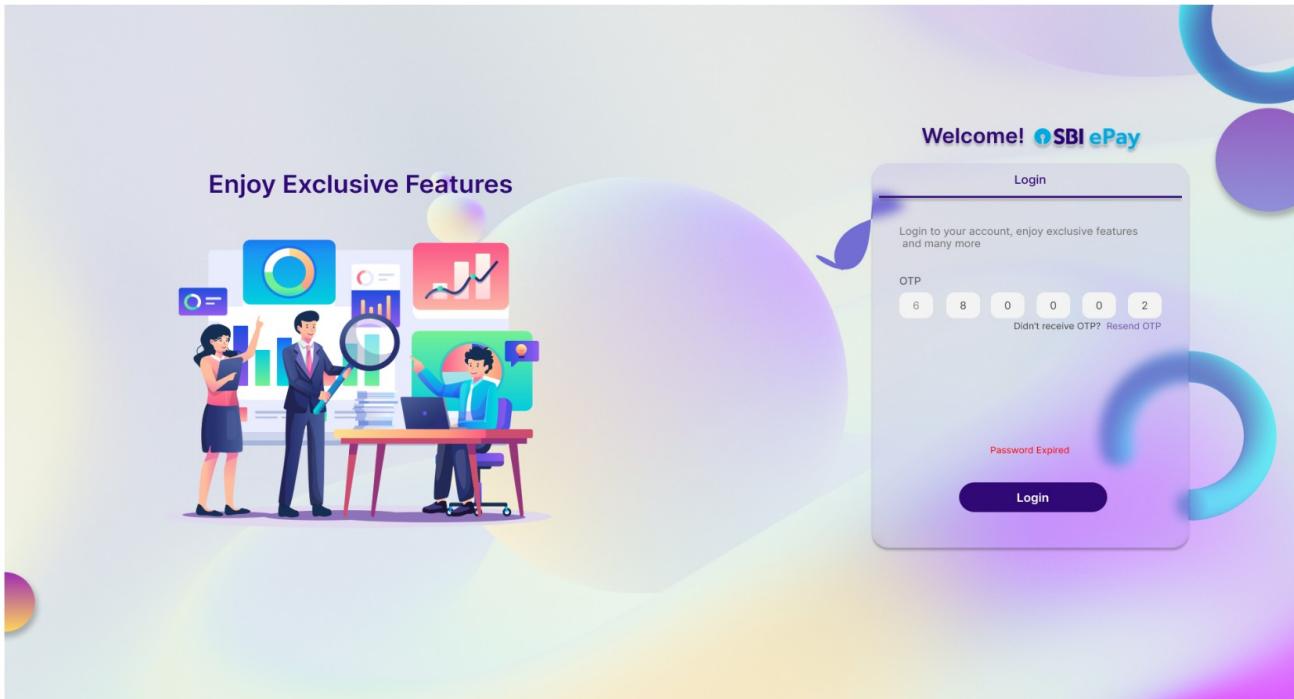




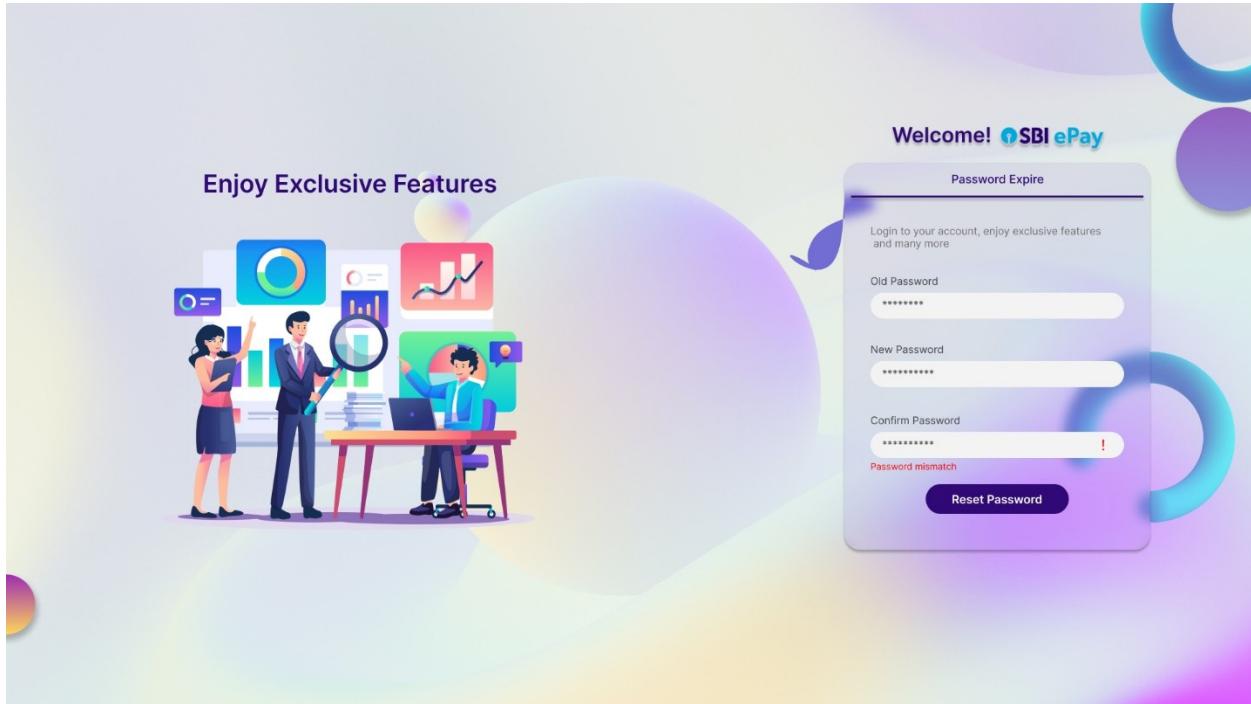
- As seen in screenshot above, soon as OTP is triggered, a timer of 60 seconds will appear with a disabled ‘Resend OTP’ button.
- In case the user does not receive OTP and 60 seconds of timer has been lapsed, the ‘Resend OTP’ button will be enabled and user will click on the same to attempt receiving the OTP again.



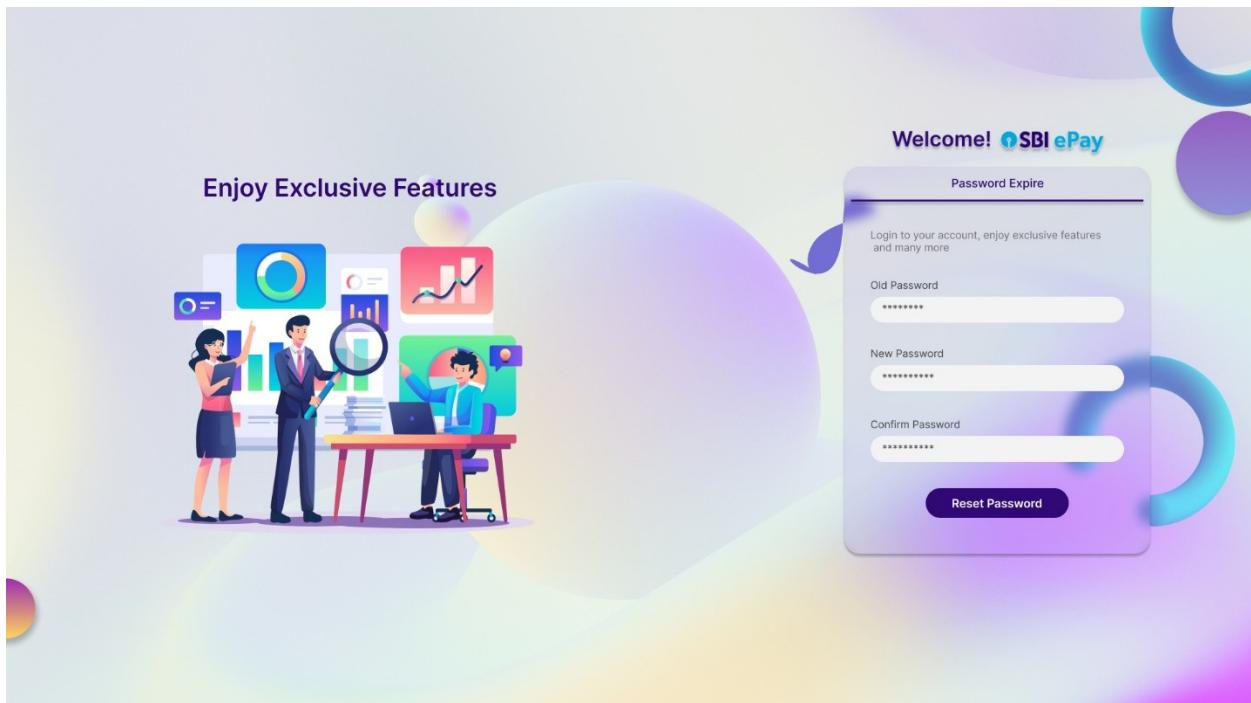
- Once user enters all the 6 digits of OTP< login button will be enabled and clicking the same will validate the OTP and allow the login.
- If the password is expired, user will be alerted about the same and will be redirected to a screen where merchant can set a new password.



- In the screen above, the user has to enter the old (expired) password first and then the new password (twice).
- If the new password does not match with confirm password, 'Password mismatch' alert will be shown to user.

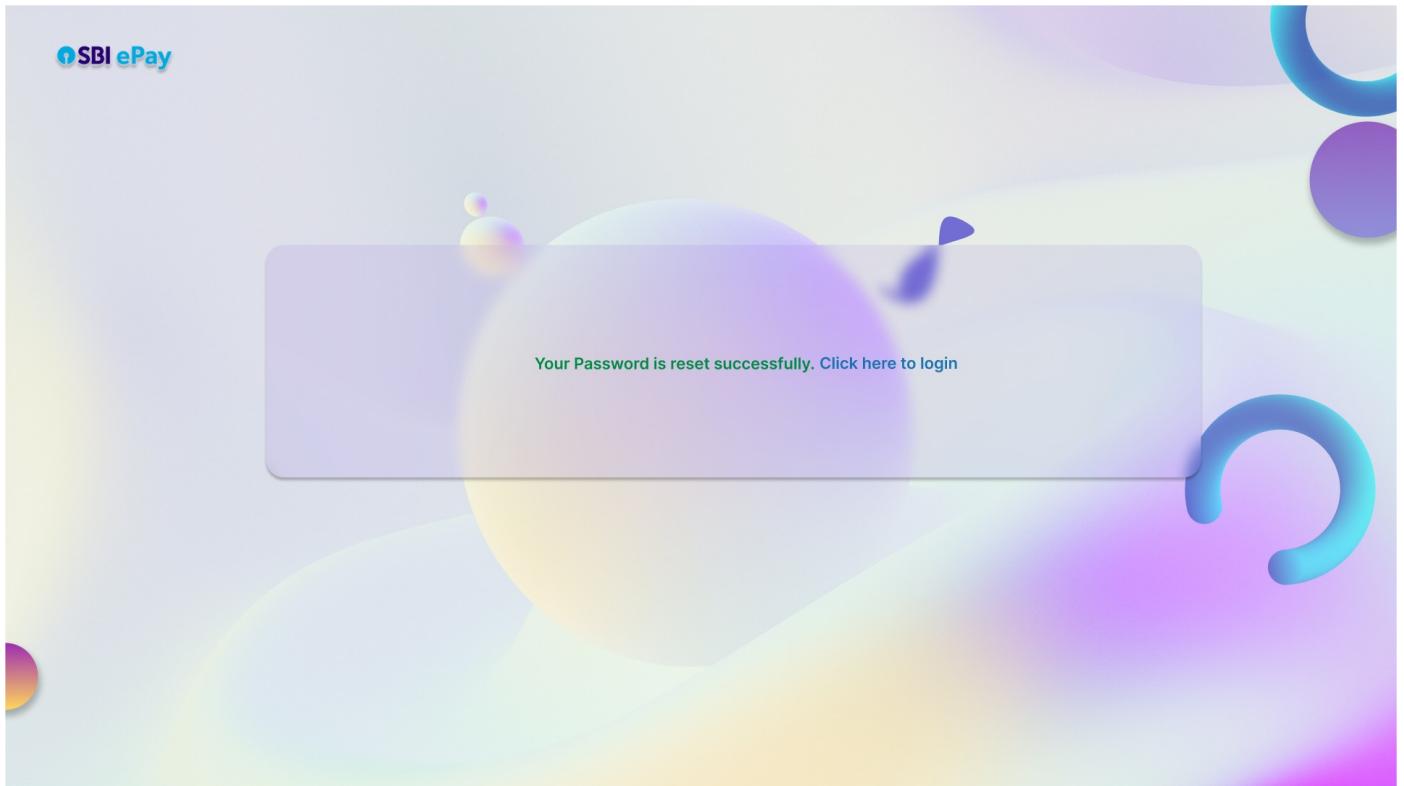


- If the 'confirm password' matches with 'new password', no alert will be shown.





- After clicking on 'Reset Password' button with valid old and new password, user will see following screen.



- In the above page, The text 'Click here to login' will be hyperlinked. Upon clicking the same, user will be redirected to login page.
- User Locking-**
  - Any user will be locked if they submit wrong password or login OTP three times. It will be automatically unlocked after 4 hours.
- As soon as a user's ID is locked, an SMS and email will be triggered- "Your SBlePay account has been locked due to 3 unsuccessful login attempts. Please contact Admin."
- Such locked user can be manually unlocked by superadmin/admin in user management→ Manage user → Unlock icon

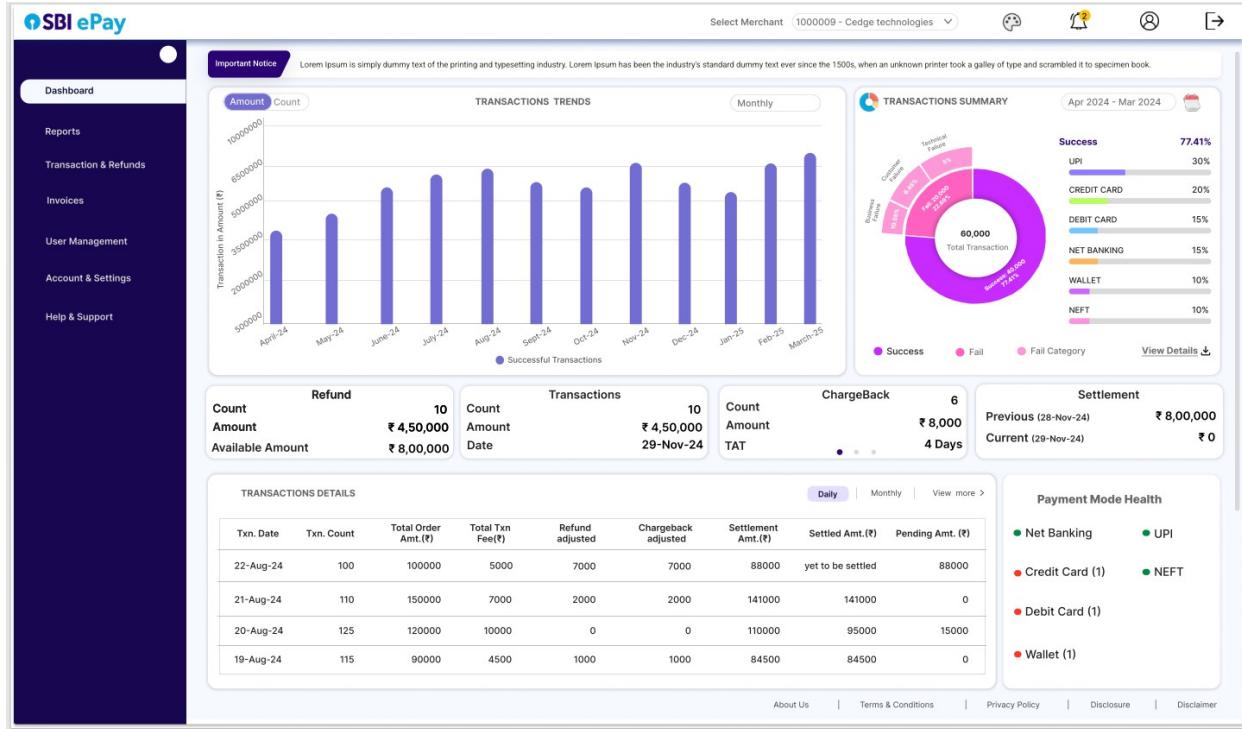
## 2. Merchant Panel-

After a successful login on merchant panel, user will be landed to following dashboard screen (by default).

If user has access of more than 1 MID, then by default the first MID mapped to user will be visible.



**Note:** Merchant panels will be responsive and accessible from both desktop and mobile.



Merchant panel will have three sections, viz. Header bar, Menu Bar and information section as shown in screenshot above.

Content in the information section will be updated as and when merchant switches from one section to another section in menu bar.

## 2.1 Header bar

Merchant user will see following elements in header bar (from left to right)



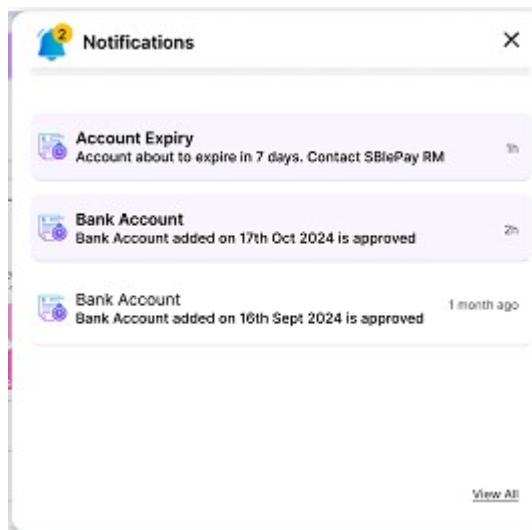
- SBIePay logo- While accessing the merchant panel, clicking on SBI ePay logo will redirect user to Merchant dashboard menu.
- Select Merchant dropdown-



Merchant users with multiple MIDs access will click on this dropdown and will select any merchant ID (from the list of merchant IDs accessible to him/her), so that the corresponding dashboard page will be loaded for the selected merchant ID.

Users with Single MID access- Users who have access to single MID can only view the single MID mapped to them in this field. They cannot select any other MID value in the dropdown.

- Theme button- Theme of the merchant panel (either dark theme or light theme) can be changed using this button. Once merchant will click this icon, a small section to appear using which user can select either the dark mode or light mode.
- Notification (bell) icon- Notification icon will have a count of unread notifications on corner of it so that user will click the same to open notification panel.



The latest and unread notifications will be highlighted in notification panel as per above screenshot.

List of notifications-

1. Account about to expire in 30 days. Contact SBlePay RM.
2. Account about to expire in 15 days. Contact SBlePay RM.
3. Account about to expire in <7,6,5,4,3,2,1> days. Contact SBlePay RM.



4. Bank Account added on <date> is approved.
5. Bank Account modified on <date> is approved.

User can click on 'View All' icon to open a detailed notification page.

Notifications			
Category	Detail	Time	Action
Account Expiry	Account about to expire in 5 days. Contact SBlePay RM	8hrs ago	-
Bank Account	Account about to expire in 8 days. Contact SBlePay RM	2 days ago	-
Account Expiry	Account about to expire in 10 days. Contact SBlePay RM	4 days ago	-
Bank Account	Account about to expire in 10 days. Contact SBlePay RM	4 days ago	-
Account Expiry	Account about to expire in 15 days. Contact SBlePay RM	9 days ago	-
Bank Account	Account about to expire in 15 days. Contact SBlePay RM	10 days ago	-
Account Expiry	Account about to expire in 15 days. Contact SBlePay RM	12 days ago	-
Bank Account	Account about to expire in 15 days. Contact SBlePay RM	14 days ago	-
Account Expiry	Account about to expire in 15 days. Contact SBlePay RM	13 days ago	-
Bank Account	Account about to expire in 20 days. Contact SBlePay RM	15 days ago	-

- Profile details- Upon clicking this icon on header bar, user will be able to see profile details such as Merchant Name (limited characters), merchant ID, Validity Date, username, e-mail ID, contact number, merchant status (active or inactive).
- User will click on edit icon to get redirected to 'User Management->Profile' tab, where user can edit their profile details such as e-mail ID, mobile number, name.
- The font color of validity date will change to orange when less than 1 month is remaining for validity date. The same will change to red when 1 week remaining.
- Users will be notified in notification button and in a pop-up about the approaching validity date.
- These notifications and popups will be sent 1 month and 15 days before validity date and will be notified every day when 1 week is remaining for validity date.

Sample notification and popup message-

"Account about to expire in <1 month/15 days/1 week>. Contact SBlePay RM."



**Note:** Header bar will be fixed on top on all the pages and sections of merchant panel.

## 2.2 Information Section

The information section of merchant dashboard will be updated as and when merchant navigates from one menu to another menu of Menu bar.

## 2.3 Menu Bar

Menu Bar of merchant panel can be collapsed or expanded by a click. It should also be capable of enlisting sub-menus under a main menu. Proposed menu bar has following options: [OBJ]

### 2.3.1 Dashboard

The Merchant dashboard menu consists of sections such as Transaction Trend Graph, Transactions Summary, Transaction Details, Refund Details, Chargeback details, settlement details, payment mode health.

SBI ePay

[Dashboard](#)
  
[Reports](#)
  
[Transaction & Refunds](#)
  
[Invoices](#)
  
[User Management](#)
  
[Account & Settings](#)
  
[Help & Support](#)

**Important Notice** Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dummy text ever since the 1500s, when an unknown printer took a galley of type and scrambled it to specimen book.

**TRANSACTIONS TRENDS**

Amount Count



Transaction in Amount (₹)

April-24 May-24 June-24 July-24 Aug-24 Sept-24 Oct-24 Nov-24 Dec-24 Jan-25 Feb-25 March-25

Successful Transactions

**TRANSACTIONS SUMMARY**

Apr 2024 - Mar 2024



Success Category	Percentage
UPI	30%
CREDIT CARD	20%
DEBIT CARD	15%
NET BANKING	15%
WALLET	10%
NEFT	10%

**Refund**

Count	10
Amount	₹ 4,50,000
Available Amount	₹ 8,00,000

**Transactions**

Count	10
Amount	₹ 4,50,000
Date	29-Nov-24

**ChargeBack**

Count	6
Amount	₹ 8,000
TAT	4 Days

**Settlement**

Previous (28-Nov-24)	₹ 8,00,000
Current (29-Nov-24)	₹ 0

**Payment Mode Health**

Net Banking (1)	UPI (1)
Credit Card (1)	NEFT (1)
Debit Card (1)	
Wallet (1)	

**TRANSACTIONS DETAILS**

Txn. Date	Txn. Count	Total Order Amt.(₹)	Total Txn Fee(₹)	Refund adjusted	Chargeback adjusted	Settlement Amt.(₹)	Settled Amt.(₹)	Pending Amt. (₹)
22-Aug-24	100	100000	5000	7000	7000	88000	yet to be settled	88000
21-Aug-24	110	150000	7000	2000	2000	141000	141000	0
20-Aug-24	125	120000	10000	0	0	110000	95000	15000
19-Aug-24	115	90000	4500	1000	1000	84500	84500	0

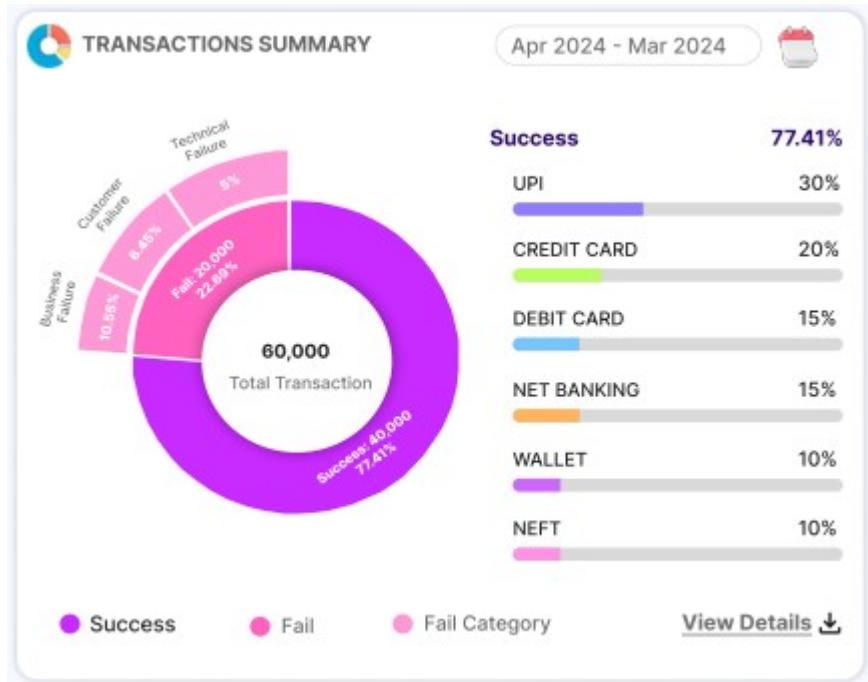
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### 2.3.1.1 Transactions Trend



- By using this section, the user will be able to see successful transaction trends in the form of line graphs.
- X Axis will denote the period of data, and Y axis will represent either the total amount of successful transactions, or the count of transactions.
- The user can change the scale on X axis by selecting monthly (current financial year), daily (latest 8 days), hourly (2 hours batches, 12 batches for current day).
- Parameters on Y axis can be changed by selecting amount (in Rs.) or count of transactions in the toggle button present on top left.
- The scale on Y axis will vary from merchant to merchant as per volume of transactions and transaction amount.

#### 2.3.1.2 Transactions Summary



- In this section, the user will select any period and will be able to see a donut pie chart with the breakup of successful and failed transactions for the selected period, along with the count of transactions.
- Failed transactions will further be classified into business failures, customer failures and technical failures.
- By clicking on any section of donut pie chart, the table present on right side will display bifurcation of transaction percentage for all pay modes for the clicked transaction status. (Sorted in descending order of percentage share).
- 'View Details' button is given that will download the detailed transaction summary for the selected period in csv format.

#### 2.3.1.3 Refund Details

Refund	
Count	10
Amount	₹ 4,50,000
Available Amount	₹ 8,00,000



- In this section, the amount and count of active refunds will be displayed.
- This amount and count will keep on updating in real time, i.e. it will increase when new refunds are initiated, and will decrease when refunds are processed.
- Available amount will display the maximum refund amount a merchant can initiate in case of a 'refund against settlement' merchant.
- Clicking on this section will redirect user to 'Transactions & Settlement' -> Refund Status tab.

#### 2.3.1.4 Transaction Details

Transactions	
Count	10
Amount	₹ 4,50,000
Date	29-Nov-24

- In this section, the user will find the number of successful transactions for the day, their total amount and current date.
- Clicking on this section will redirect the user to 'Transactions & Settlement' -> Orders & Refund' tab.

#### 2.3.1.5 Chargeback stage details

ChargeBack	
Count	6
Amount	₹ 8,000
TAT	4 Days

- In this box, the user will be able to see count and amount of chargeback cases segregated as per their stages.
- User can click on gray dots to switch the stage, and display its count of cases, total amount (Rs.) and remaining TAT (number of days).



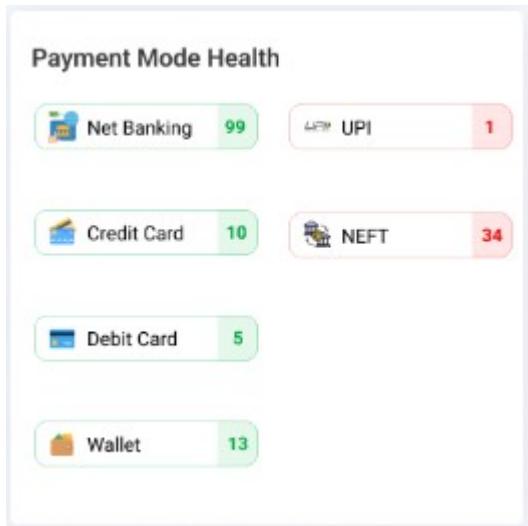
- If N number of cases are in a particular stage, then the least remaining TAT among those cases will be displayed in the dashboard for that stage
- Clicking on the title will redirect the user to the existing chargeback module.

#### 2.3.1.6 Settlement details

Settlement	
Previous (28-Nov-24)	₹ 8,00,000
Current (29-Nov-24)	₹ 0

- In this section, the user will find the previous day's settlement amount, and current date's settlement amount.

#### 2.3.1.7 Payment Mode Health



- In this section, users can see the downtime for any pay mode.
- The green colored box will indicate all the services for that payment mode are up, and red colored box will indicate a downtime along with count of services that are down.



- Users will click on this section for a detailed status window mentioning the status of each service under a pay mode, e.g. the header section of this window will have a refresh button and a close button on top. Upon clicking the refresh button, the latest health status of services will be updated. Clicking on the close button will close the window, as per screenshot below.

The screenshot shows the 'Channel Status' window of the SBI ePay platform. At the top, it displays the merchant information: Merchant ID: 100009, Reactivation Date: 31-Dec-2025, and the merchant name: Cedge Technologies. Below this, there are four main sections: Net Banking, UPI, Credit / Debit Card, and Wallet, each with a count of 0. The 'Credit / Debit Card' section has a blue circular badge with the number 3. The 'Channel Status' section is divided into four columns: Bank, Cards, Bank, and Bank. Each column lists various banking institutions with green upward arrows indicating active status. The 'Cards' column shows transaction logs for Rupay, Visa, Master Card, and Maestro (inactive). The 'Bank' columns show logs for State Bank Of India, Axis Bank, Kotak Mahindra Bank, ICICI Bank, and others. A note at the bottom indicates downtime scheduled up to date & time.

- In this window, each pay mode will be represented in columns.
- Users will see pay mode names as column headers, and the individual channels will be enlisted under the each pay mode with their corresponding status arrow.
- The count of inactive services under any pay mode will be indicated in the column header for that pay mode.



### 2.3.1.8 Transaction Details

TRANSACTIONS DETAILS									Daily	Monthly	<a href="#">View more &gt;</a>
Txn. Date	Txn. Count	Total Order Amt.(₹)	Total Txn Fee(₹)	Refund adjusted	Chargeback adjusted	Settlement Amt.(₹)	Settled Amt.(₹)	Pending Amt. (₹)			
22-Aug-24	100	100000	5000	7000	7000	88000	yet to be settled	88000			
21-Aug-24	110	150000	7000	2000	2000	141000	141000	0			
20-Aug-24	125	120000	10000	0	0	110000	95000	15000			
19-Aug-24	115	90000	4500	1000	1000	84500	84500	0			

- Recent transactions will provide a gist of daily and monthly transactions amount, refund amount and pending amount for settlement.
- User can switch between 'daily' and 'monthly' buttons to display the data for the selected frequency.
- Data will be represented in columns such as Txn Date, Txn Count, Total Order Amount, Total Txn Fee, Refund Adjusted, Chargeback adjusted (only for merchants with refund against settlement), Settlement Amt, Settled Amount, and Pending Amount.
  - Txn Date- Date of transaction
  - Txn Count- Count of successful transactions
  - Total Order Amt- Total sum of successful transactions
  - Total Txn Fee- The total fee that needs to be deducted during settlement
  - Refund Adjusted- Refund Amount that needs to be deducted during settlement (only for merchants with refund against settlement opted)
  - Chargeback Adjusted- Chargeback Amount that needs to be deducted during settlement
  - Settlement Amount- Net Settlement amount, i.e. (c) – (d) - (e) – (f)
  - Settled Amount- The actual amount settled for the day
  - Pending Amount- Amount pending for settlement, i.e. (g) – (h)
- Clicking on 'View More' will redirect user to Transactions and Refunds->Recent Transaction, where user can view more transaction entries.
- As and when a partial and full amount is settled, columns like settled amount and pending amount will be updated in sync with progressive settlement as illustrated in table below, for a sample date of 22<sup>nd</sup> August 2024.



Txn date	Txn count	total order Amt	total Txn fees	refund adj	CB adj	settlement amount	settled amount	Pending amount	Day
22-Aug-24	100	100000	5000	7000	5000	83000	yet to be settled	83000	T
22-Aug-24	100	100000	5000	7000	5000	83000	75000	8000	T + 1
22-Aug-24	100	100000	5000	7000	5000	83000	79000	4000	T + 2
22-Aug-24	100	100000	5000	7000	5000	83000	83000	0	T + 3

- Data for previous days is displayed in “Newest to oldest” order.
- When merchant will click on ‘Monthly’ same details will be displayed as a sum of all the days of the ongoing month.
- As and when new transactions take place, figures in ongoing month will keep on updating.
- Numbers for previous months will be displayed in newest to oldest order. (Only 4 entries visible).
- Upon clicking view more, user will be redirected to Transactions & Refunds-> Recent Transactions section, where more entries of recent transactions will be visible.



## 2.3.2 Reports

- User will navigate to reports section to download or schedule reports related to orders, transactions, settlement etc.

### 2.3.2.1 Reports Download

The screenshot shows the 'Downloads' tab of the SBI ePay Reports section. At the top, there's a navigation bar with 'Select Merchant' set to '1000009 - Cedge technologies'. Below the navigation is a 'Popular Reports' section featuring a grid of report tiles. The tiles include: Orders, Combined Report, Refunds, Bulk Refund, Chargebacks, Monthly Invoice; and their respective numbered counterparts (Orders1, Combined Report1, Refunds1, Bulk Refund1, Chargebacks1, Monthly Invoice1). Below this is a search/filter section with fields for 'Report Name', 'Merchant Id', 'Duration', 'Select Format', 'Generate', and 'Reset'. At the bottom is a table header with columns: Report Name, Duration Covered, Format, Status, and Download.

- In the downloads tab of Reports section, user will be able to see tiles of most used reports and report parameters below that. No value will be selected by default when user lands on this tab after clicking on 'Reports'. Only 'Select' text will be visible. Users can select the title of desired report.
- Alternatively, user can select/search report from the 'Report name' field present below the tiles, which will contain an exhaustive list of all the reports applicable to



that merchant.

- If the user has access to more than 1 MID, then user will see a drop down of Merchant ID selection. User can select one, more than one or all the MIDs mapped to them.
- User can select the period of report, by selecting the values such as- today, yesterday, last 7 days, last 30 days, last 90 days and custom.
- If user selects period as today, yesterday, last 7 days, last 30 days, last 90 days as period, duration will be auto-selected accordingly.
- If user selects custom, user has to select a valid duration from duration field (from date- to date), without which report will not be generated.
- Users can select report format from format field.
- Clicking on the generate button will add a new row at the top of the download report table with status 'Generating'.

Report Name	Duration Covered	Format	Status	Download
Orders	Jan 24, 2024 - Apr 23, 2024	csv	Generating	
Orders	Jan 24, 2024 - Apr 23, 2024	csv	Failed to download	
Payment Links	Jan 24, 2024 - Apr 23, 2024	csv	Downloaded	
Orders	Jan 24, 2024 - Apr 23, 2024	csv	Failed to generate	-



- Once the queued report is generated, the status in table will change to ‘Generated’ and download icon will appear in download column of the table. Clicking on this icon will initiate the download in user’s browser.
- Once download is completed, the status of report will change to ‘Downloaded’
- If download fails by any chance status will be ‘Failed to download’ and if report generation itself fails, status will be ‘Failed to generate’.
- The user can refresh the page to update the latest status of report generation.
- Clicking on ‘Reset’ button will reset the selections done by user in report parameters and user will have to start afresh.

### 2.3.2.2 Schedule Reports

The screenshot shows the SBI ePay dashboard with the 'Reports' tab selected. On the left sidebar, there are links for Dashboard, Transaction & Refunds, Chargeback, Transaction Fee Invoices, GST Invoices, Account & Settings, and Help & Support. The main content area has a purple header bar with tabs for 'Downloads' and 'Schedules'. The 'Schedules' tab is active, showing a search and filter section with dropdowns for 'Select Report' (Orders), 'Select Format' (xlsx), 'Period' (Last 90 Days), 'Duration' (24 Jan 2024 to 23 Apr 2024), 'Frequency' (Frequency dropdown), and 'Set Time' (Time dropdown). Below this is a table with columns: Report Name, Format, Frequency, Time, Status, and Modify / Delete. The table contains three rows for 'Orders':

Report Name	Format	Frequency	Time	Status	Modify / Delete
Orders	xlsx	Daily	4:00 pm	Active	/
Orders	csv	Monthly	10:00 am	Active	/
Orders	xlsx	Daily	5:00 pm	Stopped	/

- Values will not be selected by default in schedule tab, ‘Select’ value will be visible by default.
- Using the schedule tab, the user can create a schedule and automate the report generation process, instead of downloading the report manually every time.



- User will click on 'Create Schedule' to open a drawer from right.

The screenshot shows the SBI ePay dashboard with a sidebar on the left containing links like Dashboard, Reports (selected), Transaction & Refunds, Chargeback, Transaction Fee Invoices, GST Invoices, Account & Settings, and Help & Support. The main area has tabs for Downloads and Schedules. A 'Create Schedule' drawer is open on the right, prompting the user to select a report, schedule name, format, duration, and frequency. The 'Select Report' dropdown is set to 'Please select'. The 'Schedule Name' field is empty. The 'Select Format' dropdown is also set to 'Please select'. The 'Duration' field shows '24 Jan 2024 to 23 Apr 2024'. The 'Frequency' dropdown is set to 'Please select'. At the bottom of the drawer are 'OK' and 'Reset' buttons.

- Then they will enter the schedule name, select the report, its format, duration, period, frequency and time to create a report schedule.



SBI ePay

Select Merchant 1000009 - Cedge technologies

Downloads Schedules

Select Report Select Format Period Duration Frequency

Report Name Format Frequency Time

Report Name	Format	Frequency	Time
Orders	xlsx	Daily	4:00 pm
Orders	csv	Monthly	10:00 am
Orders	xlsx	Daily	5:00 pm

Create Schedule

Select Report Orders

Schedule Name scheduler

Select Format csv

Duration 26/06/2024 8:00 AM

June 2024 > SUN MON TUE WED THU FRI SAT  
2 3 4 5 6 7 8  
9 10 11 12 13 14 15  
16 17 18 19 20 21 22  
23 24 25 26 27 28 29  
30

Ends 8:00 AM PM

SBI ePay

Select Merchant 1000009 - Cedge technologies

Downloads Schedules

Select Report Select Format Period Duration Frequency

Report Name Format Frequency Time

Report Name	Format	Frequency	Time
Orders	xlsx	Daily	4:00 pm
Orders	csv	Monthly	10:00 am
Orders	xlsx	Daily	5:00 pm

Create Schedule

Select Report Orders

Schedule Name scheduler

Select Format csv

Duration 26/06/2024 8:00 AM

Frequency Daily

OK Reset

- All the created schedules will be visible in a tabular form with modify and delete action buttons.
- Created schedules can be filtered with the help of filter parameters.



- The user can modify the report schedule, e.g. changing its frequency and format by clicking on the modify button.
- A schedule can be deleted using the delete icon.
- Once a schedule is live, the report will be available to download in 'download' section as per set frequency and time.

#### 2.3.2.3 Standard Reports and formats-

All the standard reports will be available in .csv, .xls, and .txt formats.

##### A. Order Reports

- Include information such as order ID, date, amount, customer id, order status, and attempts.
- Allow merchants to filter orders by date range.
- Merchant can select max date range up to 30 days from the selecting day. If max day is minimum from current day it will allow to choose till current day only.
- Format-

Order Report							
Txn Date & Time	Merchant Order Number	Cust Id	Txn Currency	Order Amount	SBlePay Order ID	Order Id Status	attempts
27-08-2024 12:51	sb2xD	NA	INR	10.00	Order_1234	Created	1
20-08-2024 12:43	qOCmg	NA	INR	100.00	Order_4859	Attempt	2

##### B. Settlements Reports

- Display detailed list of settled transactions, amounts, id, and settlement dates with transaction details.
- Allow access to historical settlement data with filtering options by date range.
- Merchant can select max date range till 30 days from the selecting day. If max day is minimum from current day it will allow to choose till current day only.



- Format-

Settlement Report																				
SETTLEMENT NUMBER	SETTLEMENT DATE	MERCHANT ID	MERCHANT NAME	MERCHANT ORDER NO	SBlePay Order ID	TRANSACTION ID	TRANSACTION ON	TRANSACTION	TRANSACTION AMOUNT	SETTLEMENT ENT	SETTLEMENT MTS	COMMISSION	GST	PAYOUT AMOUNT	GATEWAY NAME	GATEWAY TRACE NUMBER	PAY MODE CODE	PAY PROC	OTHER DETAILS	CIN NUMBER
7168	17-09-2022	1000022	VARDHAMAN MAHAVEER OPEN UNIVERSITY	1715339	Order_1234	3491482067127	05:42:24	INR	4128.14	INR	4128.14	40.8	7.34	4080	State Bank of India New PG	20222599208782	Credit Card	Visa Payments	0,100	1000022022091624
7168	17-09-2022	1000022	VARDHAMAN MAHAVEER OPEN UNIVERSITY	1717108	Order_1245	023388017737	16:09:2022	INR	4553.1	INR	4553.1	45	8.1	4500	State Bank of India New PG	202225913620539	Credit Card	Visa Payments	0,100	100002202209163
7168	17-09-2022	1000022	VARDHAMAN MAHAVEER OPEN UNIVERSITY	1501735452	Order_1287	3533075948123	20:20:21	INR	3751.8	INR	3751.8	10	1.8	3740	State Bank of India	IGAOHQFKx0	Net Banking	Self	Promotee_0	1000022022091543

### C. Transactions Report

- Provide a comprehensive list of all transactions, including transaction ID, date, amount, and status (successful, pending, and failed).
- Drill down into specific transactions for more detailed information, including payment method and customer details.
- Allow access to transaction data with filtering options by date range.
- Merchant can select max date range till 30 days from the selecting day. If max day is minimum from current day it will allow to choose till current day only.

- Format-

Transaction Report															
Txn Date & Time	Merchant Order Number	Cust Id	Txn Currency	Order Amount	Gateway Posting Amount	SBlePay Order ID	Order Id Status	ATRN	Transaction Status	Paymode Name	Bank Name	Bank Txn Reference No	Amount Settled	Amount Refunded	Amount Chargeback
27-08-2024 12:51	sb2xD	NA	INR	10.00	10.00	Order_1234	Post	0413649230810	Transaction Booked	Net Banking	SBlePay Test	NA	NA	NA	NA
27-08-2024 11:48	L3v3T	NA	INR	10.00	10.00	Order_1234	Paid	1404820489910	Payment In Clearing	Net Banking	SBlePay Test	ASGHAS213SAS	NA	NA	NA
20-08-2024 16:58	qWEFe	NA	INR	300.00	300.00	Order_4565	Paid	3801713159110	Transaction Paid Out	Net Banking	SBlePay Test	WQEDDASS213SAS	297.64	NA	NA
27-08-2024 10:49	cQd9o	NA	INR	10.00	10.00	Order_4854	Paid	1957041976610	Transaction Refund	Net Banking	SBlePay Test	LUGHDIKS213SAS	NA	10	NA
27-08-2024 10:26	xyfei	NA	INR	10.00	10.00	Order_4569	Paid	9804363629910	Transaction	Net Banking	SBlePay Test	VXCOVERS213SAS	NA	NA	NA
20-08-2024 12:38	qOCmg	NA	INR	100.00	100.00	Order_4859	Attempt	7722978663710	Payment Failed	Net Banking	SBlePay Test Bank	NA	NA	NA	NA
20-08-2024 12:42	qOCmg	NA	INR	100.00	100.00	Order_4859	Attempt	9865978663710	Payment Failed	Net Banking	SBlePay Test Bank	NA	NA	NA	NA
20-08-2024 12:43	qOCmg	NA	INR	100.00	100.00	Order_4859	Attempt	3654978663710	Payment Failed	Net Banking	SBlePay Test Bank	NA	NA	NA	NA

### D. Refunds Report

- Show the status of all refunds, including processed, pending, and disputed refunds.
- Include refund type, refund ID, transaction ID & details, refund amount, date, and reason for the refund.
- Provide tools to track and manage refund disputes, with notes on resolution status.



- Allow access to refund transaction data with filtering options by date range.
- Merchant can select max date range up to 30 days from the selecting day. If max day is minimum from current day it will allow to choose till current day only.
- Format-

Refund Report													
Txn Date & Time	Refund Type	SBIePay Order ID	Merchant Order ID	ATRN	Payment Gateway Name	Payment Mode	Transaction Status	Merchant Order Amount	Refund Amount	Comment	Refund Status	Remarks	ARRN
01-07-2024 11:07	Full	Order_1234	DoINp	5071448193310	SBIePay Test Bank	Net Banking	Transaction Refund	10.00	10.00	ok	Successfull	NA	8543686474271
20-08-2024 16:58	Partial	Order_4565	qWEFe	3801713159110	SBIePay Test Bank	Net Banking	Transaction Paid Out	10.00	2.00	ok	Successfull	NA	8543686474875

#### E. Chargeback Report

- Track the status of each chargeback (e.g., initiated, under review, resolved) and include notes on resolution.
- Allow access to refund transaction data with filtering options by date range.
- Merchant can select max date range up to 30 days from the selecting day. If max day is minimum from current day it will allow to choose till current day only.
- Format-

Chargeback Report													
CBRN	Merchant Order No	SBIePay Order ID	ATRN	Merchant ID	Merchant Name	CB Amount	Merchant Order Amount	Gateway Posting Amount	Transaction Date	CB TAT	MCB TAT Remain	CB Status	CB ESC Reason
110320241817438948740524110	tH870	Order_1234	8948740524110	1000003	MAHAONLINE LIMITED	1	112	112	2024-02-05 00:00:00	NA	19	CLOSE	Card Recovery Bulletin

#### 2.3.3 Transaction & Refunds

- The user will click on 'Transaction & Refunds' menu to refer to any information required related to orders, transactions and refunds, and to initiate refunds (bulk or single).



- This menu will also have ‘Recent Transactions’ tab where user will see summarized recent transactions for frequency like daily or monthly.

### 2.3.3.1 Transaction Details- (formerly called Recent Transactions)

The screenshot shows the SBI ePay interface. On the left is a dark sidebar with navigation links: Dashboard, Reports, Transaction & Refunds (which is selected), Chargeback, Transaction Fee Invoices, GST Invoices, Account & Settings, and Help & Support. The main content area has a purple header bar with tabs: Recent Transactions (selected), Orders & Refund, Bulk Refund, and Refund Status. Below the header is a search bar with dropdowns for Period (set to Daily) and Duration (19 Aug 2024 to 22 Aug 2024), a Search button, a Reset button, and a download icon. A table below lists transaction details for four days in August 2024:

Txn. Month	Txn. Count	Total Order Amt.(₹)	Total Txn Fee(₹)	Refund adjusted	Settlement Amt.(₹)	Settled Amt.(₹)	Pending Amt. (₹)
22-Aug-24	100	100000	5000	7000	88000	yet to be settled	88000
21-Aug-24	110	150000	7000	2000	141000	141000	0
20-Aug-24	125	120000	10000	0	110000	95000	15000
19-Aug-24	115	90000	4500	1000	84500	84500	0

- This tab will function the same as expanded view of ‘Transaction Details’ section on dashboard screen, as explained in 2.3.2.6.
- On Dashboard, only limited entries will be displayed, whereas in ‘Transaction & Refunds’-> Recent transactions, multiple entries will be displayed.
- This view will additionally have a dropdown to select ‘Frequency’ wherein user can select either daily or monthly value. By default, ‘daily’ value will be selected.



### Daily Frequency-

- For daily frequency, user can select a period (today, yesterday, last 7 days, last 30 days, last 90 days and custom)
- By Default, 'last 7 days' value will be selected in 'Period' field and corresponding dates (from date-to date) will be visible in 'Duration' field.
- The user can alter the filters as per their requirement and click on the search button to display the records and click on download icon to download the csv/excel with displayed records.

### Monthly Frequency-

- For monthly frequency, user can select a period (current month, last month, last 2 months, last 3 months, last 6 months and last year)
- By default, the last '3 months' will be selected in 'Period' field and corresponding months (from month- to month) will be visible in 'Duration' field.
- The user can alter the filters as per their requirement and click on the search button to display the records and click on download icon to download the csv/excel with displayed records.
- The following screen will be visible for monthly view.

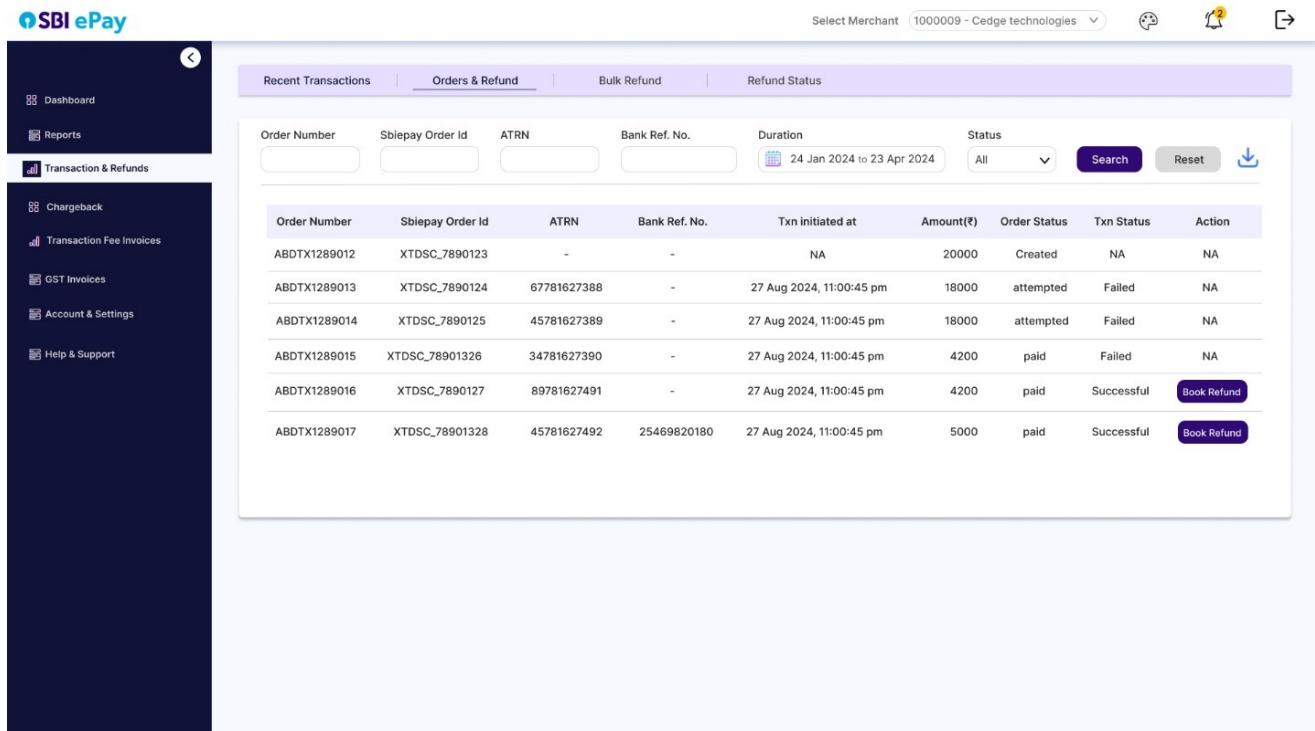
The screenshot shows the SBI ePay dashboard interface. On the left, there is a sidebar with navigation links: Dashboard, Reports, Transaction & Refunds, Chargeback, Transaction Fee Invoices, GST Invoices, Account & Settings, and Help & Support. The main content area has a purple header bar with tabs for Recent Transactions, Orders & Refund, Bulk Refund, and Refund Status. Below this, there is a search bar with dropdowns for Period (set to Monthly) and Duration (set to Apr 2024 to Aug 2024), and buttons for Search, Reset, and Download. A table below the search bar displays transaction details for the specified period:

Txn. Month	Txn. Count	Total Order Amt.(₹)	Total Txn Fee(₹)	Refund adjusted	Settlement Amt.(₹)	Settled Amt.(₹)	Pending Amt. (₹)
Aug-24	2200	2200000	110000	140000	1950000	1950000	60000
Jul-24	3300	4500000	210000	60000	4230000	4230000	0
Jun-24	3750	3600000	300000	0	3300000	3300000	0
May-24	3450	2700000	135000	30000	2535000	2535000	0
Apr-24	3450	2700000	135000	30000	2535000	2535000	0

### 2.3.3.2 Orders & transactions

- The user will refer to this tab to search any transaction by merchant order number, SBlePay order ID, ATRN, bank reference number, Duration and Transaction/Order Status.
- By default, no value will be selected in any of the parameters.
- User will select at least one of the above parameters and will click on search to display the search results matching the search query. E.g. If the user searches an order ID against which 3 transaction attempts were made, all the three transactions will be displayed as search result with their corresponding statuses.

**Important Note-** As per transactions flow, 1 merchant order number can have max 3 SBlePay Order ID, and one SBlePay Order ID can have max 3 ATRNs.



Order Number	Sbiepay Order Id	ATRN	Bank Ref. No.	Txn initiated at	Amount(₹)	Order Status	Txn Status	Action
ABDTX1289012	XTDSC_7890123	-	-	NA	20000	Created	NA	NA
ABDTX1289013	XTDSC_7890124	67781627388	-	27 Aug 2024, 11:00:45 pm	18000	attempted	Failed	NA
ABDTX1289014	XTDSC_7890125	45781627389	-	27 Aug 2024, 11:00:45 pm	18000	attempted	Failed	NA
ABDTX1289015	XTDSC_78901326	34781627390	-	27 Aug 2024, 11:00:45 pm	4200	paid	Failed	NA
ABDTX1289016	XTDSC_7890127	89781627491	-	27 Aug 2024, 11:00:45 pm	4200	paid	Successful	<button>Book Refund</button>
ABDTX1289017	XTDSC_78901328	45781627492	25469820180	27 Aug 2024, 11:00:45 pm	5000	paid	Successful	<button>Book Refund</button>

- The search results will be arranged in a tabular format with columns Order Number, SBI ePay order ID, ATRN, bank reference number, transaction initiated at, amount, order status, and transaction status.



- Clicking on the search button will display all the results matching the search query in the table below.
- Clicking on reset will reset all the search fields and dropdowns.
- The user can download the search results in excel/csv by clicking on download icon.
- The user can initiate refund for eligible transactions by clicking on ‘Book Refund’ option in front of each transaction, in ‘Action’ column.
- Clicking on ‘Book Refund’ button will open a drawer from right, asking the user to select the refund type. (Partial or Full refund).

The screenshot shows the SBI ePay dashboard with a sidebar containing links like Dashboard, Reports, Transaction & Refunds, Chargeback, Transaction Fee Invoices, GST Invoices, Account & Settings, and Help & Support. The main area displays a table of recent transactions with columns: Order Number, Sbiepay Order Id, ATRN, Bank Ref. No., Duration, Txn initiated at, and Amount. A modal window titled 'Book Refund' is open on the right, showing fields for Refund Type (set to Partial), ATRN (67781627388), Gateway Trace No. (000071581), Merchant Order No. (BKYqH), Transaction Date (2024-07-29 12:50:35), Transaction Amount (10), Refunded Amount (0), Available Refund Amount (10), and Refund Amount (set to 0). The Transaction Status is shown as 'Payment in clearing'. A 'Preview' button is at the bottom of the modal.

Order Number	Sbiepay Order Id	ATRN	Bank Ref. No.	Duration	Txn initiated at	Amount
ABDTX1289012	XTDSC_7890123	-	-	NA	2024-07-29 12:50:35	200
ABDTX1289013	XTDSC_7890124	67781627388	-	27 Aug 2024, 11:00:45 pm	180	180
ABDTX1289014	XTDSC_7890125	45781627389	-	27 Aug 2024, 11:00:45 pm	180	180
ABDTX1289015	XTDSC_78901326	34781627390	-	27 Aug 2024, 11:00:45 pm	42	42
ABDTX1289016	XTDSC_7890127	89781627491	-	27 Aug 2024, 11:00:45 pm	42	42
ABDTX1289017	XTDSC_78901328	45781627492	25469820180	27 Aug 2024, 11:00:45 pm	50	50

- If a partial refund is selected, user can enter the refund amount in “Refund Amount” field.



SBI ePay

Select Merchant 1000009 - Cedge technologies

Recent Transactions | Orders & Refund | Bulk Refund | Refund Status

Order Number	Sbiepay Order Id	ATRN	Bank Ref. No.	Duration
ABDTX1289012	XTDSC_7890123	-	-	NA
ABDTX1289013	XTDSC_7890124	67781627388	-	27 Aug 2024, 11:00:45 pm
ABDTX1289014	XTDSC_7890125	45781627389	-	27 Aug 2024, 11:00:45 pm
ABDTX1289015	XTDSC_78901326	34781627390	-	27 Aug 2024, 11:00:45 pm
ABDTX1289016	XTDSC_7890127	89781627491	-	27 Aug 2024, 11:00:45 pm
ABDTX1289017	XTDSC_78901328	45781627492	25469820180	27 Aug 2024, 11:00:45 pm

Book Refund

Refund Type \* Partial Full

ATRN : 67781627388

Gateway Trace No. : 000071581

Merchant Order No. : BKYqH

Transaction Date : 2024-07-29 21:50:35

Transaction Amount : 10

Refunded Amount : 0

Available Refund Amount : 10

Refund Amount \* : 10

Transaction Status : Payment in clearing

Preview

- If the full amount is selected, the refund amount will be populated automatically.

SBI ePay

Select Merchant 1000009 - Cedge technologies

Recent Transactions | Orders & Refund | Bulk Refund | Refund Status

Order Number	Sbiepay Order Id	ATRN	Bank Ref. No.	Duration
ABDTX1289012	XTDSC_7890123	-	-	NA
ABDTX1289013	XTDSC_7890124	67781627388	-	27 Aug 2024, 11:00:45 pm
ABDTX1289014	XTDSC_7890125	45781627389	-	27 Aug 2024, 11:00:45 pm
ABDTX1289015	XTDSC_78901326	34781627390	-	27 Aug 2024, 11:00:45 pm
ABDTX1289016	XTDSC_7890127	89781627491	-	27 Aug 2024, 11:00:45 pm
ABDTX1289017	XTDSC_78901328	45781627492	25469820180	27 Aug 2024, 11:00:45 pm

Book Refund

Refund Type \* Partial Full

ATRN : 9944380123103

Gateway Trace No. : 000071581

Merchant Order No. : BKYqH

Transaction Date : 2024-07-29 21:50:35

Transaction Amount : 10

Refunded Amount : 0

Available Refund Amount : 10

Refund Amount \* : 10

Transaction Status : Payment in clearing

Preview

- The user will click on 'Preview' button to view the preview of refund before submitting.



SBI ePay

Select Merchant 1000009 - Cedge technologies

Recent Transactions | Orders & Refund | Bulk Refund | Refund Status

Order Number	Sbieipay Order Id	ATRN	Bank Ref. No.	Duration	Amount
ABDTX1289012	XTDSC_7890123	-	-	NA	20
ABDTX1289013	XTDSC_7890124	67781627388	-	27 Aug 2024, 11:00:45 pm	18
ABDTX1289014	XTDSC_7890125	45781627389	-	27 Aug 2024, 11:00:45 pm	18
ABDTX1289015	XTDSC_78901326	34781627390	-	27 Aug 2024, 11:00:45 pm	4
ABDTX1289016	XTDSC_7890127	89781627491	-	27 Aug 2024, 11:00:45 pm	4
ABDTX1289017	XTDSC_78901328	45781627492	25469820180	27 Aug 2024, 11:00:45 pm	5

Book Refund - Preview

Refund Type \* Partial Full

ATRN : 9944380123103

Gateway Trace No. : 000071581

Merchant Order No. : BKY9H

Transaction Date : 2024-07-29 12:50:35

Transaction Amount : 10

Refunded Amount : 0

Available Refund Amount : 10

Refund Amount \* : 10

Transaction Status : Payment in clearing

Refund Book

- On Clicking ‘Book Refund’, the refund ID will be created for the transaction.

### 2.3.3.3 Bulk Refund

SBI ePay

Select Merchant 1000009 - Cedge technologies

Recent Transactions | Orders & Refund | Bulk Refund | Refund Status

Download Sample File Upload Refund File

Bulk ID	Total Records	Valid Records	Invalid Records	Upload Date	Action
			No Records Found		



- Bulk refund tab will have a sample excel/csv format file that user can download and refer.
- User will fill in the details of multiple refund entries in sample format and will click on 'Upload refund file'.
- A drawer will be opened from the right side of the screen with a 'Browse file' button.

A screenshot of the SBI ePay web application. On the left is a dark sidebar with various menu items: Dashboard, Reports, Transaction &amp; Refunds (which is selected), Chargeback, Transaction Fee Invoices, GST Invoices, Account &amp; Settings, and Help &amp; Support. The main content area has a header with 'Select Merchant' set to '1000009 - Cedge technologies'. Below the header are tabs: Recent Transactions, Orders &amp; Refund, Bulk Refund (selected), and Refund Status. Under the Bulk Refund tab, there's a table with columns: Bulk ID, Total Records, Valid Records, Invalid Records, and Upload Date. A message 'No Records Found' is displayed. To the right of the main content is a light-colored drawer titled 'Upload Refund File'. It contains a dashed-dotted area for dragging files, a cloud icon, and the text 'Choose a file or drag &amp; drop it here csv formats, up to 2MB'. At the bottom of the drawer is a 'Browse File' button.

- User will select the excel/csv bulk refund file and will upload the same.



Screenshot of the SBI ePay Bulk Refund page showing the upload process.

The main interface shows a table with columns: Bulk ID, Total Records, Valid Records, Invalid Records, and Upload Date. A message "No Records Found" is displayed.

A modal window titled "Upload Refund File" is open, prompting the user to "Choose a file or drag & drop it here" (csv formats, up to 2MB). A "Browse File" button is available.

File "refundFile.csv" (60 KB of 2MB) is being uploaded, indicated by a progress bar labeled "Uploading...".

Screenshot of the SBI ePay Bulk Refund page showing the upload process after completion.

The main interface shows a table with columns: Bulk ID, Total Records, Valid Records, Invalid Records, and Upload Date. A message "No Records Found" is displayed.

A modal window titled "Upload Refund File" is open, prompting the user to "Choose a file or drag & drop it here" (csv formats, up to 2MB). A "Browse File" button is available.

File "refundFile.csv" (60 KB of 2MB) is successfully uploaded, indicated by a green checkmark and the status "Completed".

- After the file is successfully uploaded, a bulk refund ID will be created and will be visible in the bulk refund table.



The screenshot shows the SBI ePay platform's Bulk Refund section. On the left is a dark sidebar with navigation links: Dashboard, Reports, Transaction & Refunds (selected), Chargeback, Transaction Fee Invoices, GST Invoices, Account & Settings, and Help & Support. The main area has tabs for Recent Transactions, Orders & Refund, Bulk Refund (selected), and Refund Status. Below these are buttons for Download Sample File and Upload Refund File. A table displays the following data:

Bulk ID	Total Records	Valid Records	Invalid Records	Upload Date	Action
32435465465768768	50	40	10	27 Aug 2024, 11:00:45 pm	

- The user will also find the number of valid and invalid records that can be downloaded to view in detail.
- The original uploaded file can also be downloaded by clicking on the download icon next to 'Total records'.
- The user can now click on 'Submit' to initiate refund only for valid records, or can click on 'Cancel' button, correct the invalid records in uploaded file and upload it again and then click on 'Submit'.
- After the submit button is clicked, the following screen will be displayed where user can download report of refund-initiated transactions, and Refund reference number will be created for the valid refunds.



The screenshot shows the SBI ePay dashboard. On the left is a sidebar with links: Dashboard, Reports, Transaction & Refunds (which is selected), Chargeback, Transaction Fee Invoices, GST Invoices, Account & Settings, and Help & Support. The main area has tabs: Recent Transactions, Orders & Refund, Bulk Refund (selected), and Refund Status. The Bulk Refund tab displays a table with one row:

Bulk ID	Total Records	Valid Records	Invalid Records	Upload Date
32435465465768768	50	40	10	27 Aug 2023

A modal window titled "Bulk Refund" is open on the right, showing a green checkmark icon and the message "Submitted successfully". There is also a "Download Refund Report" button.

- When user clicks on 'Bulk Refund' tab, latest 20 file records will be visible.

#### 2.3.3.4 Refund Status



- This tab will function the same as ‘Orders & Transactions’ tab but will be only for transactions against which refund is initiated (refunds in process, successful or failed).
- By default, all the parameters will be blank, and no results will be displayed.
- The user can search for refunds based on parameters like Order number, SBlePay order ID, ATRN, ARRN, Duration and refund status.
- Clicking on search will display all the results that match the search criteria, in the table below.



The screenshot shows the SBI ePay platform's Transaction & Refunds section. On the left is a dark sidebar with navigation links: Dashboard, Reports (selected), Transaction & Refunds, Chargeback, Transaction Fee Invoices, GST Invoices, Account & Settings, and Help & Support. The main area has a purple header bar with tabs: Recent Transactions, Orders & Refund, Bulk Refund, and Refund Status (selected). Below the header is a search/filter bar with fields for Order Number, Sbiepay Order Id, ATRN, ARRN, Duration (set to 24 Jan 2024 to 23 Apr 2024), and Status (All), along with Search and Reset buttons. To the right of the search bar is a download icon. The main content area displays a table of refund status results:

Order Number	Sbiepay Order Id	ATRN	Refund Reference No.	Refund Initiation date	Refund Amount(₹)	Refund Process date	Mode	Refund Status
ABDTX1289017	XTDSC_7890129	99781627396	9077712375812	20-08-2024	17000	27-08-2024	UPI	Refund success
ABDTX1289018	XTDSC_7890130	99781627397	9077712375813	21-08-2024	900	25-08-2024	UPI	Refund success
ABDTX1289019	XTDSC_7890131	99781627398	9077712375814	22-08-2024	1500	28-08-2024	UPI	Refund success
ABDTX1289020	XTDSC_7890132	99781627399	9077712375815	23-08-2024	20000	25-08-2024	Netbanking	Refund Rejected
ABDTX1289021	XTDSC_7890133	99781627400	9077712375816	24-08-2024	17890	29-08-2024	Netbanking	Refund success
ABDTX1289022	XTDSC_7890134	99781627401	9077712375817	25-08-2024	5000	24-08-2024	Wallet	Refund success

- Results will be displayed in columns such as Order Number, SBI ePay order ID, ATRN, ARRN, Refund initiation date, refund amount, mode and refund status.
- User can click on download to download excel/csv with results displayed in table.
- Clicking on 'Reset' will reset all the search parameters.

### 2.3.4 Invoices

#### A. Transaction Fee invoices

The user will be able to see and download generated transaction fee invoices as per the existing system.



## B. GST invoices

The screenshot shows the SBI ePay interface for managing GST invoices. On the left, a dark sidebar menu includes options like Dashboard, Reports, Transaction & Refunds, Invoices (selected), Transaction Fee Invoices, GST Invoices (selected), User Management, Account & Settings, and Help & Support. The main content area has a header with 'Select Merchant' set to '1000009 - Cedge technologies'. It displays a 'Financial Year' dropdown set to 'FY 2024-2025' with 'Search' and 'Reset' buttons. Below this is a grid of twelve month boxes, each containing a document icon and the name of a month (April, May, June, July, August, September, October, November, December, January, February, March). A checkbox labeled 'Select All' is positioned above the grid. At the bottom are 'Download' and 'Reset' buttons.

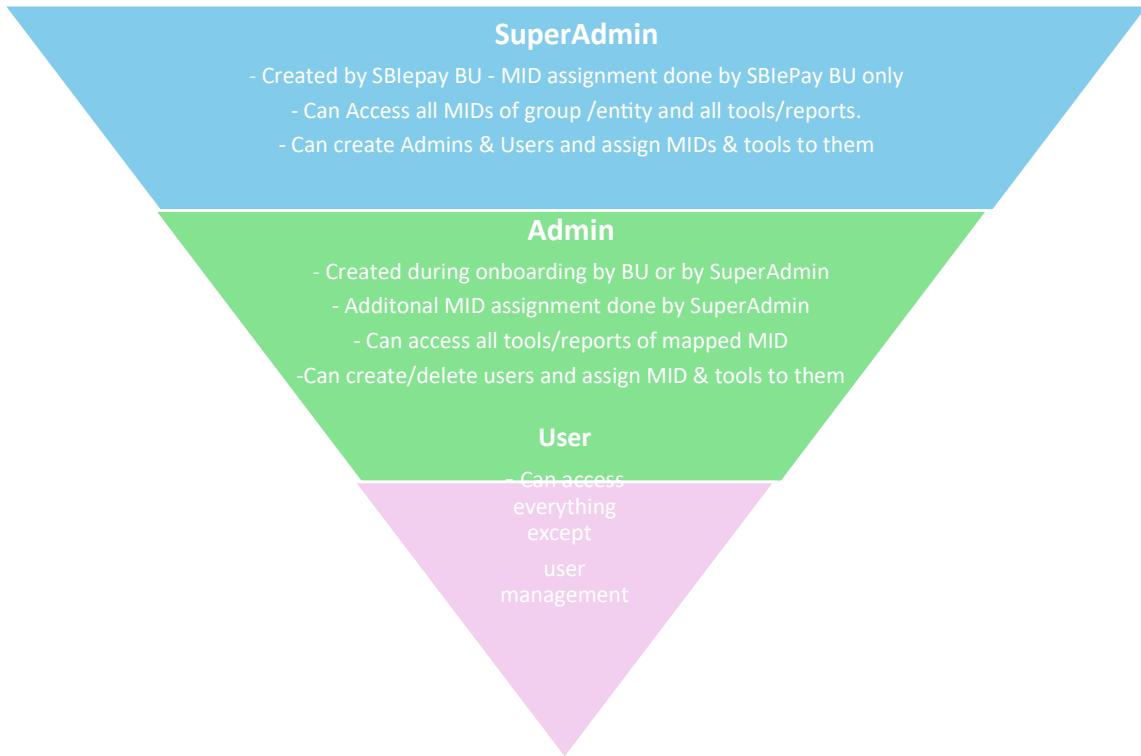
- User will be able to select desired financial year, one or multiple months from the selected year, and click on download to download the GST invoices.

This screenshot is identical to the one above, but it shows that the checkboxes for April, May, and June have been checked. The other months (July through March) remain unchecked. The rest of the interface, including the sidebar menu, financial year selection, and download/reset buttons, is identical to the first screenshot.



## 2.3.5 User Management

### 2.3.5.1 Roles Hierarchy



### 2.3.5.2 Details

#### **Concept of Entity ID-**

We will be introducing a concept of entity ID to system so that new MID can be added to an existing entity ID, or multiple MIDs can be grouped under a new entity ID.

#### **Existing Entity ID selection for new MID-**

- Every time a new merchant is on-boarded, we will create an Admin for that merchant and will provide admin login credentials.
- Admin can create new users and map tools to them.
- As soon as an MID is formed, we will be asking user if the new MID needs to be mapped for an existing entity ID or not.
- If user selects yes, then they can enter the existing entity ID and click on submit to map new MID under existing entity ID.
- Automatically, new admin created for this new MID will be mapped under the existing entity ID and its SuperAdmin.



#### New Entity ID creation for existing MID-

- If an entity of multiple existing MIDs needs to be formed, (suppose for MID M1, M2, M3 and M4) a maker tool will be created in admin panel to select the MIDs that need to be grouped (mandatory), create a new SuperAdmin for them or select an existing Admin from them to make him/her as SuperAdmin (mandatory) and submit the request.
- In the checker tool (SBlepay Admin panel), SBlePay admin user can approve/decline this request of grouping MIDs and its SuperAdmin mapping.
- Upon approving this request, a common Entity ID will be created for grouped MIDs, and their main user will be the SuperAdmin.
- In the same tool, a provision will be kept add or remove MIDs and SuperAdmins to an existing entity ID.

**Note:** Concept of Entity ID and SuperAdmin will not be applicable for single MID which are not part of any group / entity.

#### Roles and Responsibilities-

##### 1. Superadmin

- SuperAdmin will be created by SBlePay BU maker (during entity ID creation) and will be approved by SBlePay BU checker.
- SuperAdmin will have view and modify accesses to all the functionalities and reports of all the MIDs of the group/entity.
- Superadmin can create new superadmins.
- Superadmin can create new admins and can map single/multiple/all MIDs to each of them
- Superadmin can create new users and can map single/multiple/all MIDs to each of them and all access of all the modules (except user management).
- Superadmin can deactivate superadmins (except those created by SBlePay BU)
- Superadmins can deactivate admins/users (except those created during onboarding by SBlePay BU)
- Superadmin can view the entire user management hierarchy.
- Superadmin can be deactivated only by SBlePay BU Team.
- Superadmins can reset passwords for all the users under them.



## 2. Admin

- Admins will be created either during onboarding of MID, or later by superadmins.
- Admins can create other Admins but can assign them all/some MIDs from the list of MIDs that are mapped to original admin created by SBlePay BU, and not, other unmapped MIDs.
- Admins can create users and assign only those MIDs which are mapped to them and will map accesses and rights to them (except user management).
- Admins can view list of users for MIDs mapped to them.
- Admin can be deactivated by SuperAdmin (except if the admin is created during onboarding by SBlePay BU)
- Admins can reset password for all the users under them.

## 3. Users

- Users will be created by Admins/Superadmins.
- Users will have access of all the mapped functionalities (except user management) of the MIDs assigned to them by Admins/Superadmins.
- Users can be deactivated by admins/Superadmins.
- Users will not get user management view except their own profile edit section.

### 2.3.5.3 User management View

#### A. Profile Tab



SBI ePay

Select Merchant 1000009 - Cedge technologies

Dashboard Reports Transaction & Refunds Invoices User Management Account & Settings Help & Support

Profile Manage Users Activate Users MID Mapping Tool Mapping

Profile Details

Name Pallavi S	Role Super User
Mobile Number 9956785434	User ID pallavi_sd
Email xyz@gmail.com	Password *****

- In this section, the user can view and click on the edit (as per access) to edit their own profile details, such as name, E-mail ID, mobile number, account password, etc.
- Following will be the screen visible after clicking on edit icon.



The screenshot shows the SBI ePay dashboard with a sidebar on the left containing links like Dashboard, Reports, Transaction & Refunds, Invoices, User Management, Account & Settings, and Help & Support. The main area has tabs for Profile, Manage Users, Activate Users, MID Mapping, and Tool Mapping. Under Profile, there's a 'Profile Details' section with fields for Name (Pallavi S), Role (Super User), Mobile Number (9956785434), User ID (pallavi\_sd), Email (xyz@gmail.com), and Password (\*\*\*\*\*). A side panel titled 'Profile' is open, showing the same information with 'Name' and 'Role' being editable, while 'User ID' and 'Email' are read-only. The side panel also includes 'Password' and 'Save' and 'Reset' buttons.

- As per screenshot above, upon clicking on the edit icon, a side panel will open where user can edit their display Name, mobile number, Email ID and can set a new password. (User ID and Role will not be editable.)
- Once the user clicks on save, an OTP will be triggered to their registered mobile number and email which they will be asked to enter.



The screenshot shows the SBI ePay platform interface. On the left is a dark sidebar with navigation links: Dashboard, Reports, Transaction & Refunds, Invoices, User Management, Account & Settings, and Help & Support. The main content area has a purple header bar with tabs: Profile (selected), Manage Users, Activate Users, MID Mapping, and Tool Mapping. Below the header is a 'Profile Details' section containing fields for Name (Pallavi S), Mobile Number (9956785434), Email (xyz@gmail.com), Role (Super User), User ID (pallavi\_sd), and Password (\*\*\*\*\*). To the right of this is a 'Verification Code' modal window. It displays a message: 'We have sent the verification code to your email address \*\*\*\*sh@\*\*\*\*\* and mobile number \*\*\*\*67\*\*\*\*'. Below this is an OTP input field with digits 5, 8, 5, 2, 6, and 7. A 'Confirm' button is at the bottom right of the modal.

- After entering the correct OTP, and clicking on 'Confirm', user details will be saved.

## B. Manage Users

The screenshot shows the 'Manage Users' tab selected in the header. The page includes search and filter options: User ID, Name, Mobile No., Creation Date (24 Jan 2024 to 23 Apr 2024), Status (All), Search, Reset, and Add User buttons. Below these is a table listing three users:

User ID	Name	Email	Contact	User Type	Creation Date	Status	Modify / Deactivate / Unlock
345678912	Pallavi S	xysary12@gmail.com	xxxxxx7894	Admin	27 Aug 2024 11:00:45 pm	Active	/  /
345678913	Pallavi S	xysary12@gmail.com	xxxxxx7894	Admin	27 Aug 2024 11:00:45 pm	Inactive	/  /
345678914	Pallavi S	xysary12@gmail.com	xxxxxx7894	User	27 Aug 2024 11:00:45 pm	Locked	/  /

- In the manage users tab, user can filter/search users' basis their User ID, name, Mobile No, creation date, Status.



- The search/filter results will be displayed in a tabular form with columns such as User ID, Name, Email, Mobile No., User Type, Creation Date, and Status.
- If the user has necessary privileges, they can click on pencil icon to modify the details as shown below.

The screenshot shows the SBI ePay application interface. On the left, there is a dark sidebar with navigation links: Dashboard, Reports, Transaction & Refunds, Invoices, User Management (which is currently selected), Account & Settings, and Help & Support. The main content area has a header with 'Select Merchant' (set to 1000009 - Cedge technologies) and icons for profile, notifications, and export. Below the header, there are tabs: Profile, Manage Users (selected), Activate Users, MID Mapping, and Tool Mapping. Under 'Manage Users', there is a table with columns: User ID, Name, Email, Contact, User Type, and Creation Date. The table contains three rows of data. To the right of the table, a modal window titled 'Modify' is open, showing fields for User Name (Pallavi S), User Type (Super Admin), Email (xyz@gmail.com), and Contact (9967903672). At the bottom of the modal are 'Submit' and 'Reset' buttons.

User ID	Name	Email	Contact	User Type	Creation Date
345678912	Pallavi S	xysary12@gmail.com	xxxxxx7894	Admin	27 Aug 2024 11:00:45 pm
345678913	Pallavi S	xysary12@gmail.com	xxxxxx7894	Admin	27 Aug 2024 11:00:45 pm
345678914	Pallavi S	xysary12@gmail.com	xxxxxx7894	User	27 Aug 2024 11:00:45 pm

- They will make necessary changes in the side panel that gets opened and can click on 'Submit' button to update the changes.
- The user can click on 'Reset' to clear all the fields and input new details.
- These new fields will be updated against the username which is not editable.



The screenshot shows the SBI ePay interface. On the left is a dark sidebar with navigation links: Dashboard, Reports, Transaction & Refunds, Invoices, User Management (selected), Account & Settings, and Help & Support. The main area has a purple header bar with tabs: Profile, Manage Users (selected), Activate Users, MID Mapping, and Tool Mapping. Below the header is a search/filter bar with fields for User ID, Name, Mobile No., Creation Date (set to 24 Jan 2024 to 23 Apr 2024), and Status (All). A table lists three users:

User ID	Name	Email	Contact	User Type	Creation Date
345678912	Pallavi S	xysary12@gmail.com	xxxxxx7894	Admin	27 Aug 2023 11:00:45 pm
345678913	Pallavi S	xysary12@gmail.com	xxxxxx7894	Admin	27 Aug 2023 11:00:45 pm
345678914	Pallavi S	xysary12@gmail.com	xxxxxx7894	User	27 Aug 2023 11:00:45 pm

A side panel titled "Confirm Deactivate" is open over the table. It contains a "Remark \*:" field with the placeholder "Ok to deactivate" and a red exclamation mark icon. Below the field is the text "Deactivate User?". At the bottom of the panel are two buttons: "Yes" (highlighted in purple) and "Cancel".

- The user can click on 'Deactivate' icon to open a side panel that asks confirmation if the user needs to be deactivated.
- Merchant will be asked to enter the mandatory remark for deactivation and will click on 'Yes' to deactivate the user.
- Clicking on 'Cancel' button will close the side panel.
- Similarly, when user clicks on 'unlock icon' which is enabled in front of locked users, user will be asked to confirm unlocking and enter the mandatory remark as per screen below.



The screenshot shows the SBI ePay platform. On the left, a dark sidebar menu includes options like Dashboard, Reports, Transaction & Refunds, Invoices, User Management (selected), Account & Settings, and Help & Support. The main content area has tabs for Profile, Manage Users (selected), Activate Users, MID Mapping, and Tool Mapping. Under Manage Users, there's a table listing users with columns for User ID, Name, Email, Contact, User Type, and Creation Date. Three users are listed: Pallavi S (Admin, created 27 Aug 2024) and two others (xxxxx7894, Admin and User, both created 27 Aug 2024). A modal window titled 'Confirm Unlock User' is open over the table. It contains a text input field labeled 'Unlock User' with a red asterisk indicating it's mandatory. Below the input is a warning icon with the text 'Unlock User?'. At the bottom of the modal are 'Yes' and 'Cancel' buttons.

- Clicking on 'Yes' without entering the mandatory remark will give error- 'Please enter remark'.
- Clicking on Cancel will close the side panel.

## C. Activate Users

# SBI ePay

The screenshot shows the SBI ePay platform's user management section. On the left is a dark sidebar with navigation links: Dashboard, Reports, Transaction & Refunds, Invoices, User Management (selected), Account & Settings, and Help & Support. The main content area has a purple header bar with tabs: Profile, Manage Users, Activate Users (selected), MID Mapping, and Tool Mapping. Below the header is a search/filter bar with fields for User ID, Name, Creation Date (set to 24 Jan 2024 to 23 Apr 2024), Status (set to Inactive), a Search button, and a Reset button. A table below lists three users: Pallavi S (User ID 345678912, Admin, Contact xxxxx7894, Creation Date 27 Aug 2024 11:00:45 pm, Status Inactive), Pallavi S (User ID 345678913, Admin, Contact xxxxx7894, Creation Date 27 Aug 2024 11:00:45 pm, Status Inactive), and Pallavi S (User ID 345678914, User, Contact xxxxx7894, Creation Date 27 Aug 2024 11:00:45 pm, Status Inactive). Each row has an 'Activate' button in the Action column.

User ID	Name	Creation Date	Status	Action
345678912	Pallavi S	24 Jan 2024 to 23 Apr 2024	Inactive	Activate
345678913	Pallavi S	27 Aug 2024 11:00:45 pm	Inactive	Activate
345678914	Pallavi S	27 Aug 2024 11:00:45 pm	Inactive	Activate

- As per screen above, user will search/filter inactive users in this screen by searching with user ID, name creation date.
- The results will be displayed in a tabular format with columns such as User ID, name, Email, Contact, User Type, Creation date, Status and 'Activate' button.
- By clicking on 'Activate' button, user will be asked to confirm they want to activate the user.



The screenshot shows the SBI ePay platform. On the left, there's a dark sidebar with navigation links: Dashboard, Reports, Transaction & Refunds, Invoices, User Management (which is currently selected), Account & Settings, and Help & Support. The main content area has a header with 'Select Merchant' set to '1000009 - Cedge technologies'. Below the header is a toolbar with icons for profile, manage users, activate users (which is highlighted in purple), MID Mapping, and Tool Mapping. The 'Activate Users' section contains a search bar with fields for User ID, Name, Creation Date (set to '24 Jan 2024 to 23 Apr 2024'), and Status (set to 'Inactive'). A dropdown menu for 'Search' is open. To the right of the search bar is a 'Search' button and a 'Reset' button. Below this is a table listing three user records:

User ID	Name	Email	Contact	User Type	Creation Date
345678912	Pallavi S	xysary12@gmail.com	xxxxxx7894	Admin	27 Aug 2023 11:00:45 pm
345678913	Pallavi S	xysary12@gmail.com	xxxxxx7894	Admin	27 Aug 2023 11:00:45 pm
345678914	Pallavi S	xysary12@gmail.com	xxxxxx7894	User	27 Aug 2023 11:00:45 pm

A modal window titled 'Activate User' is open on the right. It contains a 'Remark \*' field with the value 'Yes, Activate', a red exclamation mark icon, and the text 'Activate User?'. At the bottom are 'Yes' and 'Cancel' buttons.

- Clicking on 'Yes' without entering the mandatory remark will give error- 'Please enter remark'.
- Clicking on Cancel will close the side panel.



## D. MID mapping

- In this tool, the user will first select the user ID from dropdown and will click on search button.

- Clicking on search button will open the Unmapped MID and Mapped MID section.



- User can select multiple MID's and can move it from unmapped MID's section to mapped MID's section, and vice versa by clicking on Add or Remove buttons.
- Once appropriate mapping is done, the user will click on 'Map' button to complete the MID mapping.

## E. Tool mapping



SBI ePay

Select Merchant 1000009 - Cedge technologies

Profile | Manage Users | Activate Users | MID Mapping | Tool Mapping

User ID

User ID Name Email Contact User Type Creation Date Status

The screenshot shows the SBI ePay web application. The top navigation bar includes the logo, a merchant selection dropdown set to "1000009 - Cedge technologies", and several icons for user management and reporting. The main content area has a purple header bar with tabs: Profile, Manage Users, Activate Users, MID Mapping, and Tool Mapping (which is currently selected). Below this is a search interface with a dropdown for "User ID", a purple "Search" button, and a grey "Reset" button. A table header row is visible below the search area, listing columns for User ID, Name, Email, Contact, User Type, Creation Date, and Status. The left side of the screen features a dark sidebar with various navigation links: Dashboard, Reports, Transaction & Refunds, Invoices, User Management, Account & Settings, and Help & Support.

- In this tool, the user will first select the user ID from dropdown and will click on search button.



SBI ePay

Select Merchant 1000009 - Cedge technologies

Profile | Manage Users | Activate Users | MID Mapping | Tool Mapping

User ID  
Select ▾  
34

Name	Email	Contact	User Type	Creation Date	Status
165678ac	jin678912				

- Clicking on the search button will open the Unmapped functions and Mapped functions section.

SBI ePay

Select Merchant 1000009 - Cedge technologies

Profile | Manage Users | Activate Users | MID Mapping | Tool Mapping

User ID  
345678912

User ID	Name	Email	Contact	User Type	Creation Date	Status
345678912	Pallavi S	xysary12@gmail.com	xxxxxx7894	Admin	27 Aug 2024 11:00:45 pm	Active

**Unmapped Functions**

Select All  
 Dashboard  
 Reports  
 Transaction & Refunds  
 Invoices

**Mapped Functions**

Select All  
 Dashboard  
 Reports  
 Transaction & Refunds



- The user can select multiple functions and can move it from unmapped functions section to mapped functions section, and vice versa by clicking on Add or Remove buttons.
- Once appropriate mapping is done, the user will click on ‘Map’ button to complete the MID mapping.

## 2.3.6 Account & Settings

Account & Settings menu will have following options-

### 2.3.1.1 Bank Account

The screenshot shows the 'Bank Account' section of the SBI ePay interface. The top navigation bar includes 'Profile', 'Txn Limit', 'Bank Account' (which is selected), 'Keys', 'User Management', and 'Payment Page Theme'. A 'Select Merchant' dropdown is set to '1000009 - Cedge technologies'. On the left, a sidebar lists 'Dashboard', 'Reports', 'Transaction & Refunds', 'Chargeback', 'Transaction Fee Invoices', 'GST Invoices', 'Account & Settings' (selected), and 'Help & Support'. The main content area displays 'Bank Account Details' with three entries:

Modify	Bank Name	Unique Identifier	Account Number	IFSC Code	Status	Is Primary Settlement Account
	STATE BANK OF INDIA	GRIPS077	xxxxx6789	SBIIN0013551	Current Primary Account	Yes
	BANK OF BAHRAIN AND KUWAIT	Audi	xxxxx2428	BBKM0000001	Account Verified	No
	PUNJAB NATIONAL BANK	GTY0009876	xxxxx4234	PUNB0451000	Account Verification Pending	No

- In this section, the user will be able to view and edit (as per access) the bank accounts added for settlement.
- User can click on ‘Add Bank’ button to open a drawer with all the fields required to add a new bank.



The screenshot shows the SBI ePay dashboard with a sidebar containing links like Dashboard, Reports, Transaction & Refunds, Chargeback, Transaction Fee Invoices, GST Invoices, and Account & Settings. The main area has tabs for Profile, Txn Limit, Bank Account (which is selected), Keys, User Management, and Payment. A sub-section titled 'Bank Account Details' lists three accounts: STATE BANK OF INDIA, BANK OF BAHRAIN AND KUWAIT, and PUNJAB NATIONAL BANK, each with a 'Modify' icon. An 'Add Bank Account New' modal is open, prompting for details: Account Holder Name (Nilash H), Unique Identifier (JHGHG), IFSC / Branch Code (SBIIN0013552), Bank Name (State Bank of India), Bank Branch (Saket Branch), Account Type (Savings), Account Number (78734897384738), and Confirm Account Number (78734897384738). Buttons for Submit and Reset are at the bottom of the modal.

- After all the details are filled, 'Save' button can be clicked to 'Submit' the newly added bank.
- The 'Reset' button can be clicked to reset all the fields and start afresh.
- User can click on 'Modify' icon present in front of each bank for following three activities-
  - To edit the bank account details
  - To make the bank account primary for settlement.
  - To deactivate the bank account.
  - To activate the bank account.



SBI ePay

Select Merchant 1000009 - Cedge technologies

Profile | Txn Limit | **Bank Account** | Keys | User Management | Payment

Bank Account Details

Modify	Bank Name	Unique Identifier	Account Number	IFSC Code
	STATE BANK OF INDIA	GRIPS077	xxxxx6789	SBIIN0013551
	BANK OF BAHRAIN AND KUWAIT	Audi	xxxxx2428	BBKM0000001
	PUNJAB NATIONAL BANK	GTY0009876	xxxxx4234	PUNB0451000

**Account Confirmation Page**

Unique Identifier  
Audi

Account Holder Name \*  
Vishal

IFSC / Branch Code \*

Bank Name \*

Bank Branch \*

Account Type \*  
Savings

Account Number \*  
78734897384738

Status  
Make Primary

Submit Reset



SBI ePay

Select Merchant 1000009 - Cedge technologies

Bank Account Maintenance - Primary  
Toggle Request

Bank Name: BANK OF BAHRAIN AND KUWAIT

Bank Branch: MUMBAI

IFSC Code: BBKM0000001

Account Type: Savings

Account Number: xxxxxxxxx2428

Is Primary: No

Make Primary

Bank Account Details

Modify	Bank Name	Unique Identifier	Account Number	IFSC Code
	STATE BANK OF INDIA	GRIPS077	xxxxx6789	SBIIN0013551
	BANK OF BAHRAIN AND KUWAIT	Audi	xxxxx2428	BBKM0000001
	PUNJAB NATIONAL BANK	GTY0009876	xxxxx4234	PUNB0451000

SBI ePay

Select Merchant 1000009 - Cedge technologies

Bank Account Maintenance - Deactivate Account

Bank Name: BANK OF BAHRAIN AND KUWAIT

Bank Branch: MUMBAI

IFSC Code: BBKM0000001

Account Type: Savings

Account Number: xxxxxxxxx2428

Is Primary: No

Deactivate

Bank Account Details

Modify	Bank Name	Unique Identifier	Account Number	IFSC Code
	STATE BANK OF INDIA	GRIPS077	xxxxx6789	SBIIN0013551
	BANK OF BAHRAIN AND KUWAIT	Audi	xxxxx2428	BBKM0000001
	PUNJAB NATIONAL BANK	GTY0009876	xxxxx4234	PUNB0451000

- At any point of time, only one account can remain primary for a single account merchant.



### 2.3.1.2 Keys

A screenshot of the SBI ePay web application. The top navigation bar includes links for Profile, Txn Limit, Bank Account, Keys (which is the active tab), User Management, and Payment Page Theme. A dropdown menu shows the selected merchant is "1000009 - Cedge technologies". On the left, a sidebar lists various sections: Dashboard, Reports, Transaction &amp; Refunds, Chargeback, Transaction Fee Invoices, GST Invoices, Account &amp; Settings, and Help &amp; Support. The main content area is titled "Keys" and contains two tabs: "API Key" (selected) and "Encryption Key". Below these tabs is a "Generate Key" button. The rest of the page is a large, empty white space.

- The user can generate or regenerate keys using this section.
- When a user visits this section, they will see two sections, API Key and Encryption key.
- For any of the two key sections, user can click on 'Generate key' option to enter a drawer that will display Key ID and Secret key.



The screenshot shows the SBI ePay dashboard with a sidebar containing links like Dashboard, Reports, Transaction & Refunds, Chargeback, Transaction Fee Invoices, GST Invoices, Account & Settings, and Help & Support. The main area has tabs for Profile, Txn Limit, Bank Account, Keys (selected), User Management, and Payment. Under the Keys tab, there are two buttons: API Key (selected) and Encryption Key. Below them is a 'Generate Key' button. A modal window titled 'Generate Key' is open, showing fields for Key Id (containing 'hstd6td12142565767CFCFSFC') and Key Secret (containing 'pwoepw6td12142565767CFRTF'). It also includes a 'Download File' button, an 'OK' button, and a 'Reset' button.

- The user can download the key file (password protected).
- 'Regenerate key' can be clicked to generate the key again.

Note: Wherever Key is displayed in UI, it will be masked with a copy button



SBI ePay

Select Merchant 1000009 - Cedge technologies

Profile Txn Limit Bank Account Keys User Management Payment Page Theme

API Key Encryption Key

Key ID	Created At	Expiry	Action
32435465465768768	Feb 1, 2024	Never	Regenerate API Key

Dashboard Reports Transaction & Refunds Chargeback Transaction Fee Invoices GST Invoices Account & Settings Help & Support

### 2.3.1.3 Payment Page Theme

Profile Txn Limit Bank Account Keys Manage Team Payment Page Theme

Payment Page Theme Details

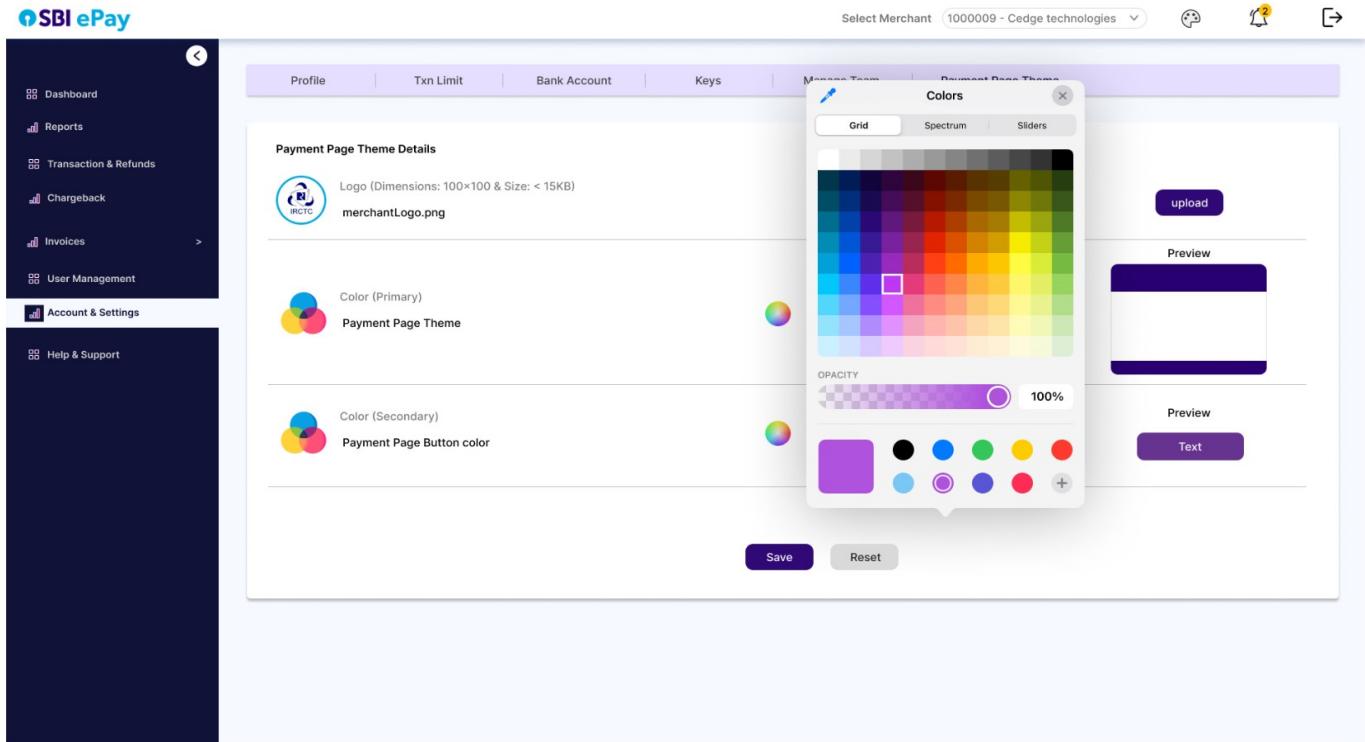
Logo (Dimensions: 100x100 & Size: < 15KB)  
merchantLogo.png

Color (Primary)  #280071 Preview

Color (Secondary)  #673391 Preview Text



- In this section, the user can place a request to add/change their logo which is visible across the merchant panel sections and SBlePay payment pages.
- Payment page theme can also be chosen by clicking on primary color picker (for payment theme color, i.e. header, footer, buttons and icons) and secondary color picker (for payment page text color), which will open respective color palettes as per screenshot below.



- Clicking on preview will open a preview window which will display the payment page preview with colors chosen as per screenshot below.



SBI ePay

Search

Dashboard

Reports

Transaction & Refunds

Chargeback

Invoices

User Management

Account & Settings

Help & Support

IRCTC RAILWAY TICKETING  
Order ID: 29839834899993

Total Amount: ₹5,000/-

UPI

Generate QR

Scan & Pay with Or any other UPI app

UPI ID / Mobile No

Pay

Preferred Option

Choose Other Payment Options

Debit / Credit / Prepaid Cards

Internet Banking

Wallets

NEFT

SBI Branch Payment

RuPay

NetBanking

NetBanking - VISA

NetBanking - MASTERCARD

Cancel Transaction

Copyright State Bank of India (APM Id : Webs\_Info\_875)

upload

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### 2.3.2 Help & Support

A screenshot of the SBI ePay platform's Help & Support section. The left sidebar shows navigation links: Dashboard, Reports, Transaction & Refunds, Invoices, User Management, Account & Settings, and Help & Support. The main content area is titled "Technical Team" and contains two contact details: "Email ID" with the value "support.sbiepay@sbi.co.in" and "Phone" with the value "+91-22-20876156".

Select Merchant: 1000009 - Cedge technologies

Email ID: support.sbiepay@sbi.co.in

Phone: +91-22-20876156

In this option, merchant user will find technical team's Email ID and phone number to contact in case of issues.

**Note:** Chargeback menu is visible in the menu bar in all the screens, however it will not be part of menu bar.



## 2.4 Footer Bar



Same as header bar, footer bar will be present at the bottom on all the pages and screens of merchant panel. Clicking on footer bar options such as 'About Us', 'Terms & Conditions', 'Privacy Policy', 'Disclosure', 'Disclaimer' etc. will display the corresponding static text.