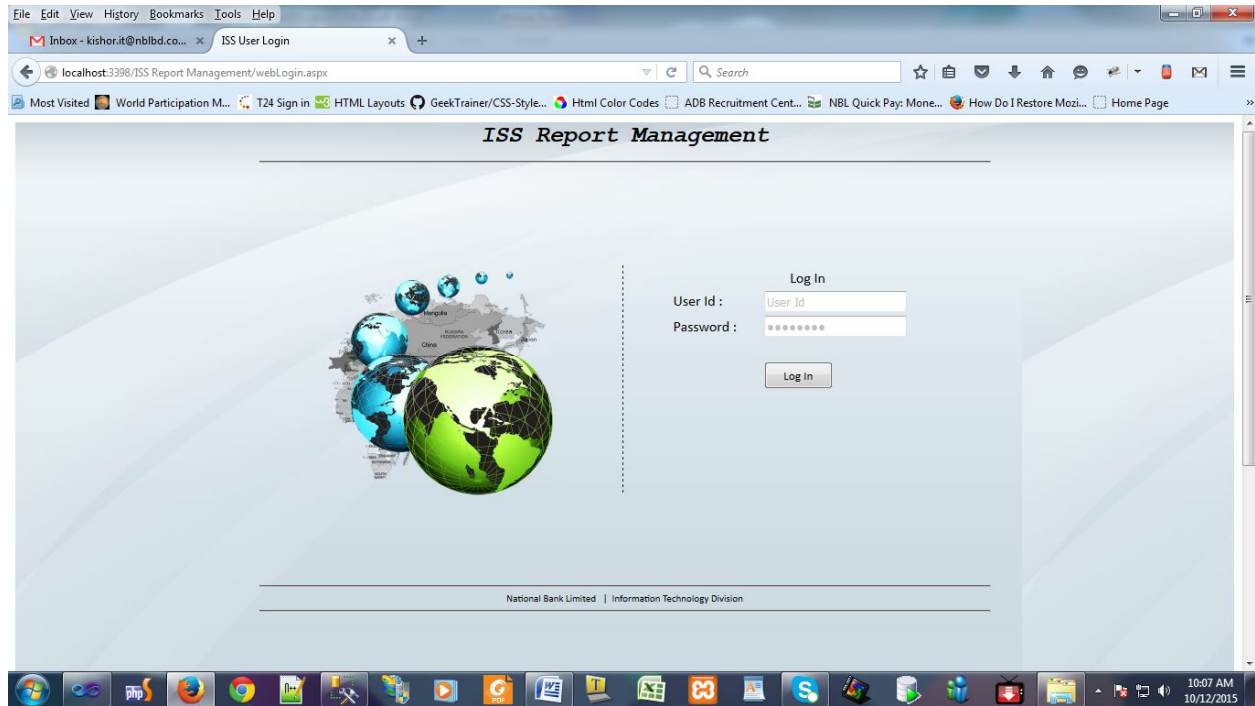


# **ISS REPORT MANAGEMENT**

## **USER MANUAL**

**For Login - Click Internet Explorer or Mozilla Firefox from Desktop**

ISS Link: <http://192.168.0.189/iss/webLogin.aspx>



1) This is the Login Page, Shown it using Mozilla Firefox.

2) Here we need to put User Id & Password


3) Click Login

- If we are at first time to Login we need to update our Password. Here the message will show that "update your password"
- First time of any user the default password is **"123456"**
- When he will put the password the software will ask for his new password for update.
- Then the user needs to Update his password & keep continuing.



**National Bank Limited**  
A Bank for Performance with Potential

## ISS Report Management

**National Bank Limited**  
A Bank for Performance with Potential

09:59:09<sup>AM</sup>

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Menu Bar

### For Insert Monitoring Information

➤ **Menu->Transaction->Monitoring->Monitoring Entry**

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10:00:09<sup>AM</sup>

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Monitoring | Monitoring Entry

Acceptance | Monitoring Modification

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Monitoring Entry

As On Date: 30-Jun-2015

Data Category: Reconciliation Information

Data Category	COA Description	Amount
Reconciliation Information	Inter Branch Un-reconciled Debit Entries(number)	
Reconciliation Information	Inter Branch Un-reconciled Debit Entries (amount)	
Reconciliation Information	Inter Branch Un-reconciled Credit Entries(number)	
Reconciliation Information	Inter Branch Un-reconciled Credit Entries(amount)	
Reconciliation Information	Last date of Inter Branch Reconciliation Completed(YYYYMMDD)	

Save Clear

### 1. Select Data Category

- When we select Any Data Category the grid will show the corresponding field.
- We need to put only amount on the corresponding field.

### 2. Click Save

- It will show the message "Data Saved Successfully" if the save is successful, then the data will go to the modification page for further modification.
- We can only do transaction the last day of the month from 10<sup>th</sup> of the next month.
- We may find input combination from Help Menu, if need any kind of input combination help.

### For Update Monitoring Information

- Menu->Transaction->Monitoring->Monitoring Modification

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Data Entry

As On Date:

Data Category:

COA Description:

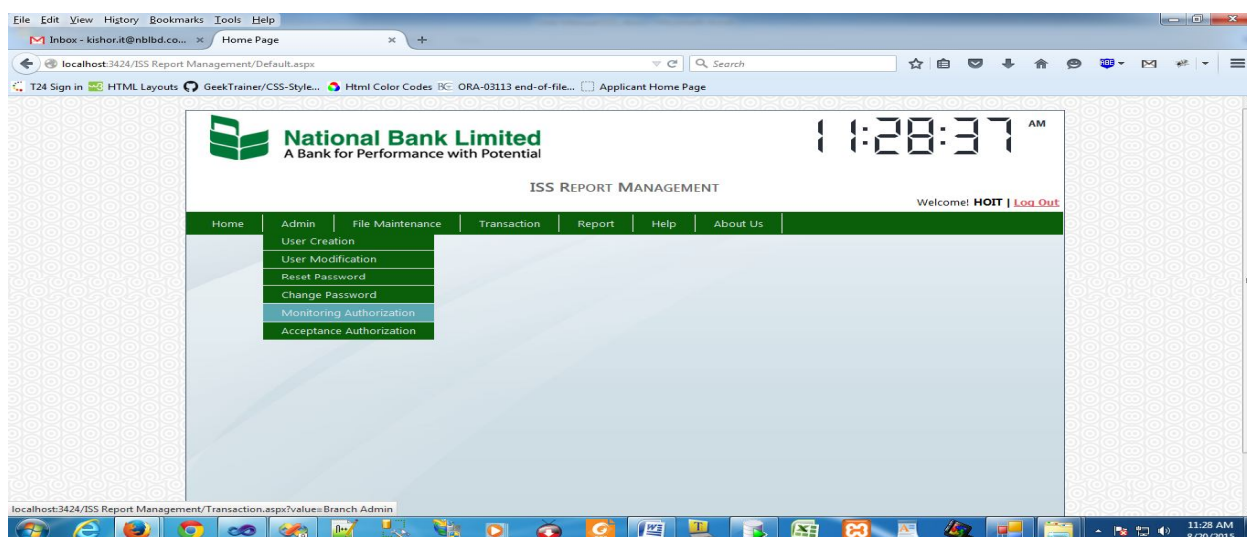
Amount:

	Data Category	COA Description	Amount
<a href="#">Select</a>	Reconciliation Information	NOSTRO Account Un-reconciled Debit Entries (number)	100.00
<a href="#">Select</a>	Reconciliation Information	NOSTRO Account Un-reconciled Debit Entries(amount)	5000.00
<a href="#">Select</a>	Reconciliation Information	NOSTRO Account Un-reconciled Credit Entries(number)	150.00
<a href="#">Select</a>	Reconciliation Information	NOSTRO Account Un-reconciled Credit Entries(amount)	6000.00
<a href="#">Select</a>	Reconciliation Information	Last Date of NOSTRO Account Reconciliation Completed(YYYYMMDD)	20150725.00

- This is the modification page of Monitoring Entry. If we want to update any item firstly select "**Data Category**", then the grid will show the corresponding data entered.
- In grid there is "**Select**" Option on the left-hand side. The item which we want to modify, first select it & then change the amount and click on the update button
- It will show the message that, the data will update successfully.
- "Zero" amount is not allowed here.

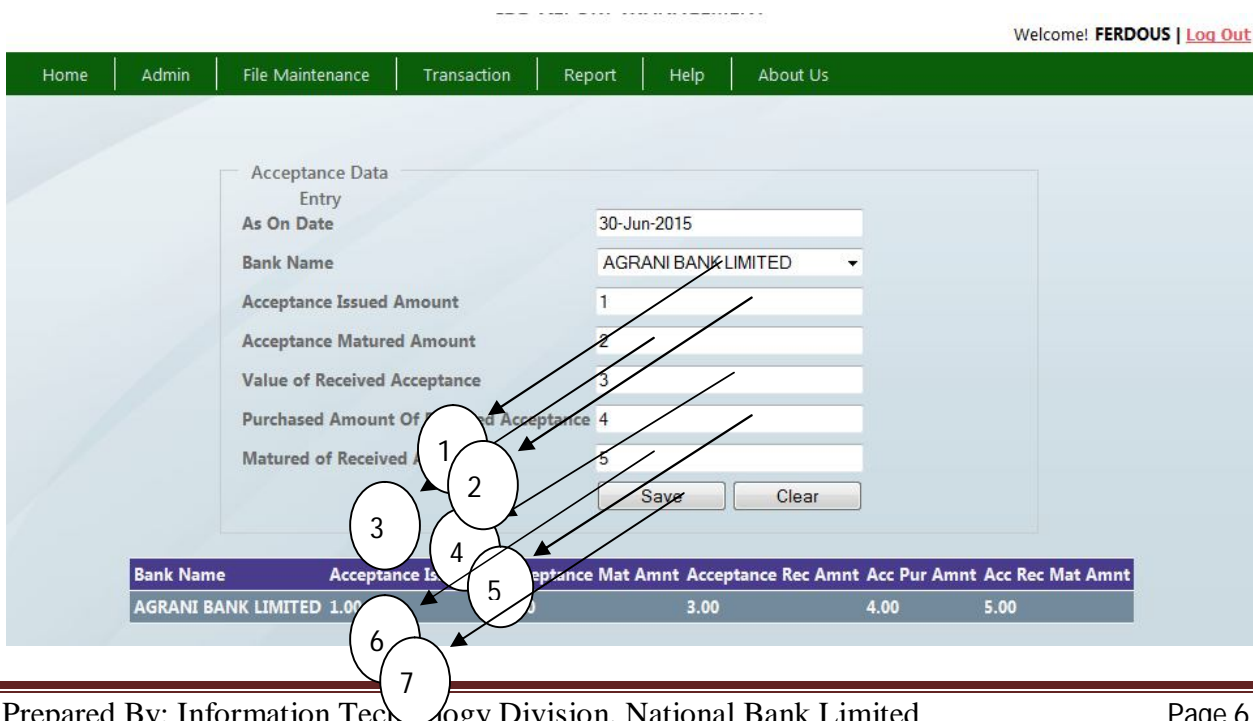
### For the Authorization of Monitoring Information

- Menu->Admin->Monitoring Authorization
- You may see all Data but click on The Authorization just for one time.



### For Insert Acceptance Information

- Menu->Transaction->Acceptance->Acceptance Entry



Acceptance Data Entry

As On Date: 30-Jun-2015

Bank Name: AGRANI BANK LIMITED

Acceptance Issued Amount: 1

Acceptance Matured Amount: 2

Value of Received Acceptance: 3

Purchased Amount Of Received Acceptance: 4

Matured of Received Amount: 5

Save Clear

Bank Name	Acceptance Issued Amount	Acceptance Matured Amount	Acceptance Rec Amount	Acc Pur Amount	Acc Rec Matured Amount
AGRANI BANK LIMITED	1.00	2.00	3.00	4.00	5.00



1. Select Bank Name
2. Give Acceptance Issued Amount
3. Give Acceptance Matured Amount
4. Give Value of Received Acceptance
5. Give Purchased Amount of Received Acceptance
6. Give Matured of Received Acceptance
7. Click on Save Button to save the transaction
  - You will show the message "Data Saved Successfully" if the save is successful, then the data will show into grid view. You may select the data for further modification.
  - You can only do transaction the last day of the month from 10<sup>th</sup> of the next month.

### For Update Acceptance Information

- **Menu->Transaction->Acceptance->Acceptance Modification**

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Acceptance Data Modification

As On Date

30-Jun-2015

Bank Name

AGRANI BANK LIMITED

Acceptance Issued Amount

Acceptance Matured Amount

Value of Received Acceptance

Purchased Amount Of Received Acceptance

Matured of Received Acceptance

Update

Clear

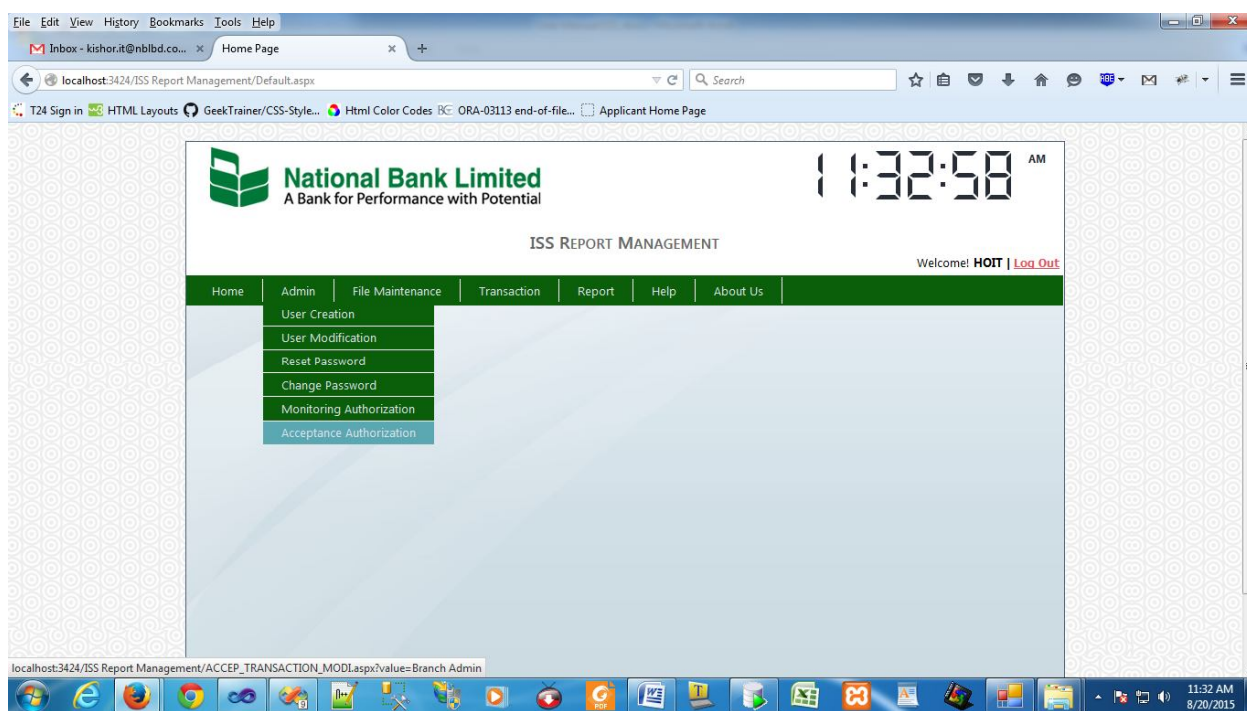
Bank Name	Acceptance Iss Amnt	Acceptance Mat Amnt	Acceptance Rec Amnt	Acc Pur Amnt	Acc Rec Mat Amnt
<a href="#">Select</a> AGRANI BANK LIMITED	1.00	2.00	3.00	4.00	5.00

## ISS Report Management

- This is the modification page of Acceptance Entry. If we want to update any item firstly select "**Bank Name**", then the grid will show the corresponding data entered.
- In grid there is "**Select**" Option on the left-hand side. The item which we want to modify, first select it & then change the amount and click on the update button
- It will show the message that, the data will update successfully.
- "Zero" amount is not allowed here.

### For the Authorization of Acceptance Information

- **Menu->Admin->Acceptance Authorization**

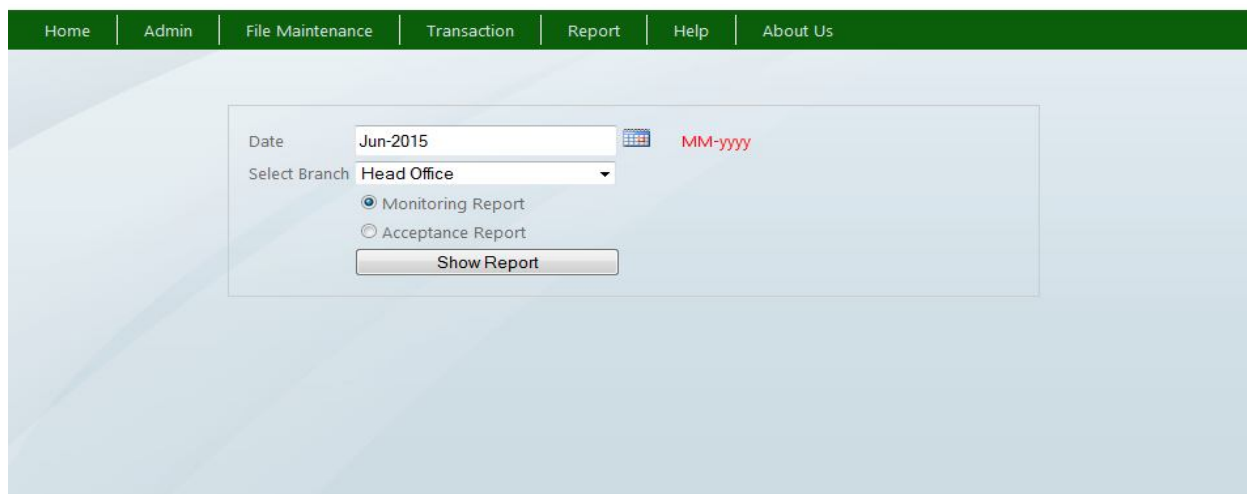
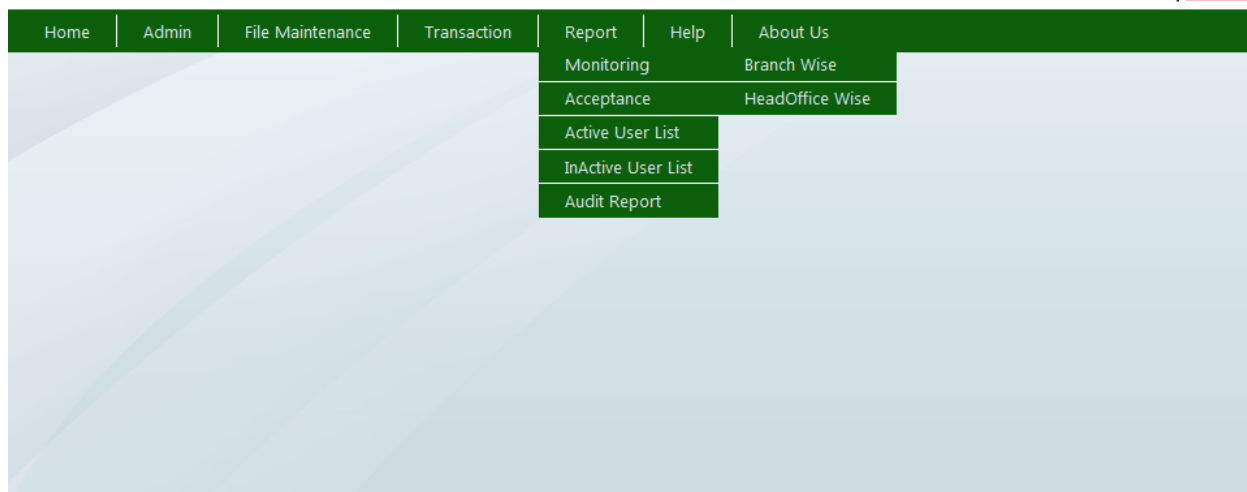


- You may see all Data but click on The Authorization just for one time.



### For Monitoring Report

- Menu->Report->Monitoring->Branch Wise/ Head Office Wise



- This is the report View page.
- If we login from a branch user, it will show only the login branch report.
- We may view the monitoring report before and after authorization.
- If we login from a head office user, it will show the all report
  - Head Office Wise
  - Branch Wise
- Same Procedure is for Acceptance Report.

## **Contact Information**

*For any kind of Business/Transactional Query, please contact with*

- **Ms. Syeda Musliha Musliheen Sultana,**  
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- **Mr.Md.Shamim Reza,**  
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*For any kind of Technical Query, Please contact with*

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