National Bank Limited
A Bank for Performance with Potential

ISS REPORT MANAGEMENT

USER MANUAL

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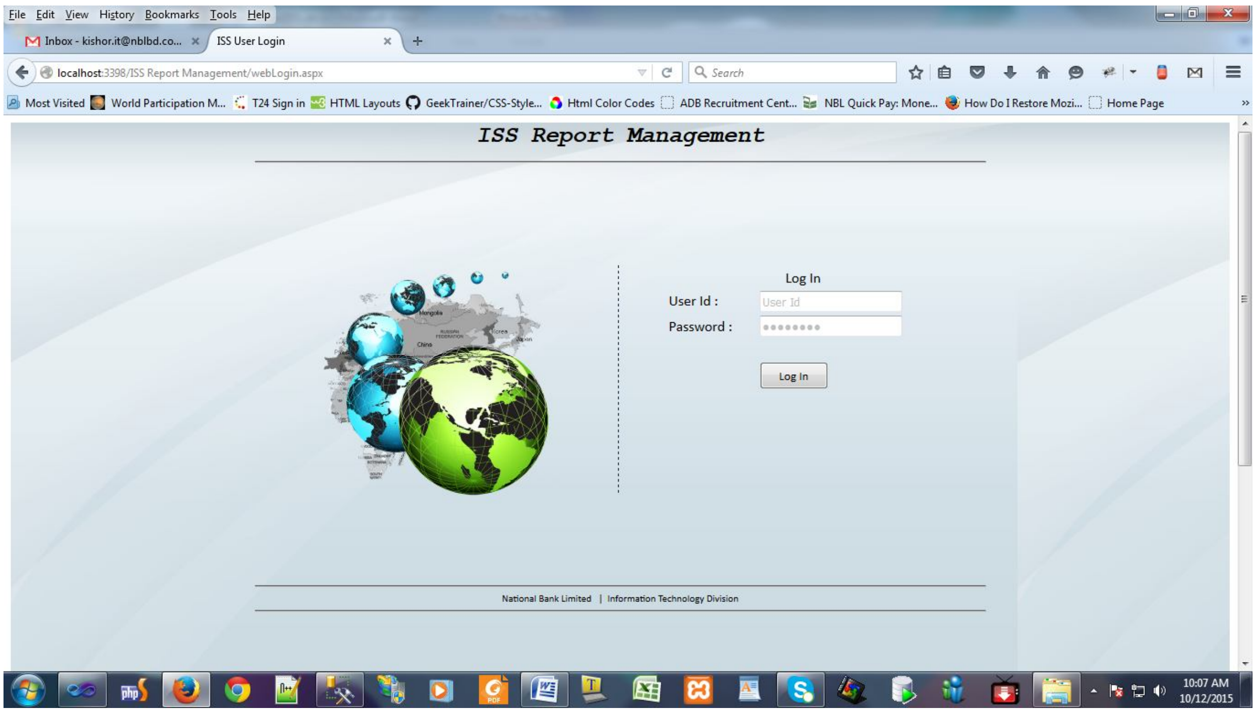
ISS Report Management

For Login - Click Internet Explorer or Mozilla Firefox from Desktop

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

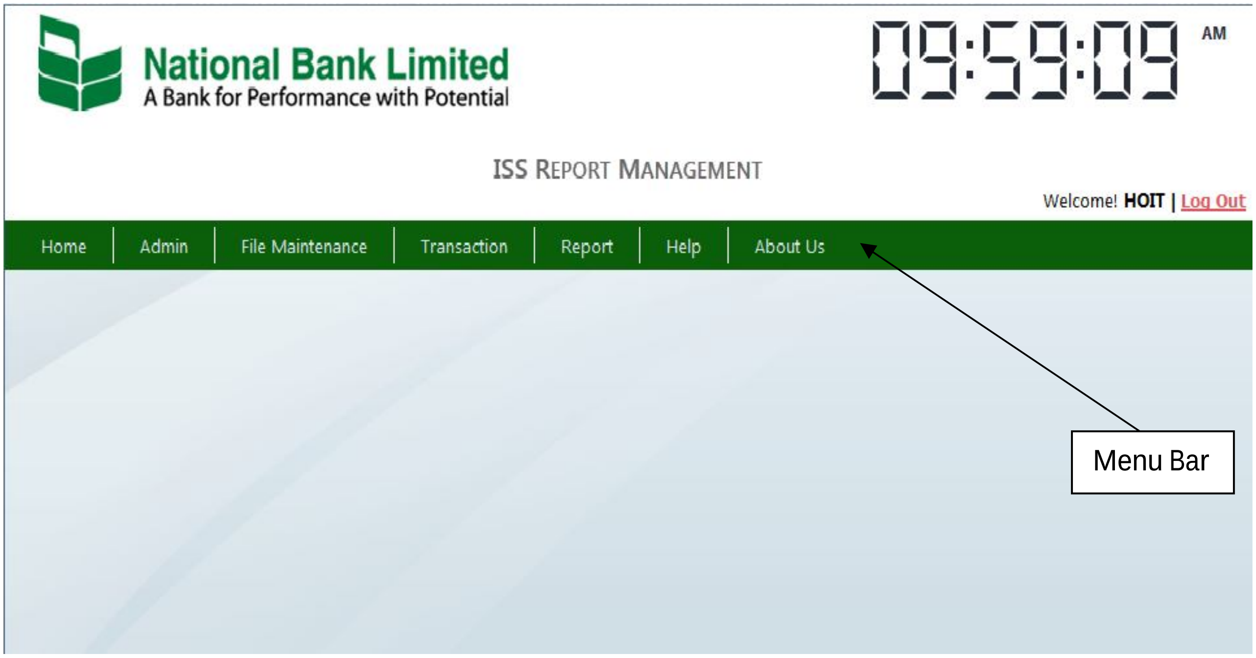


1) This is the Login Page, Shown it using Mozilla Firefox.

2) Here we need to put User Id & Password

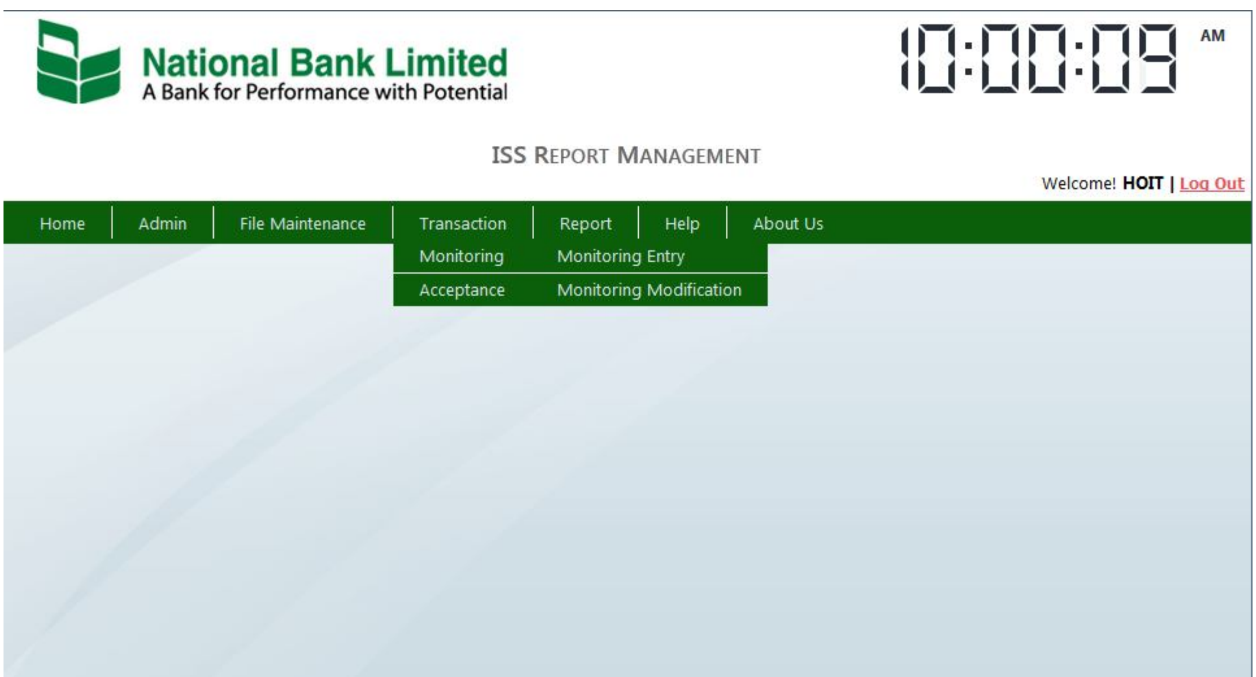
3) Click Login

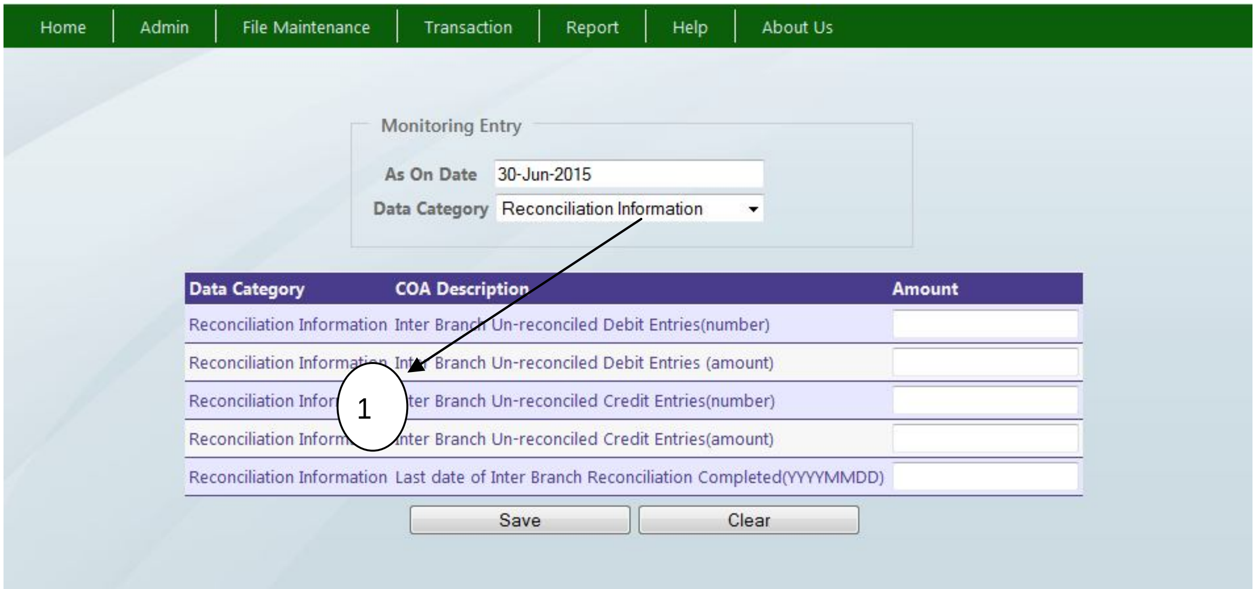
- If we are at first time to Login we need to update our Password. Here the message will show that “update your password”
- First time of any user the default password is **“123456”**
- When he will put the password the software will ask for his new password for update.
- Then the user needs to Update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



For Insert Monitoring Information

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

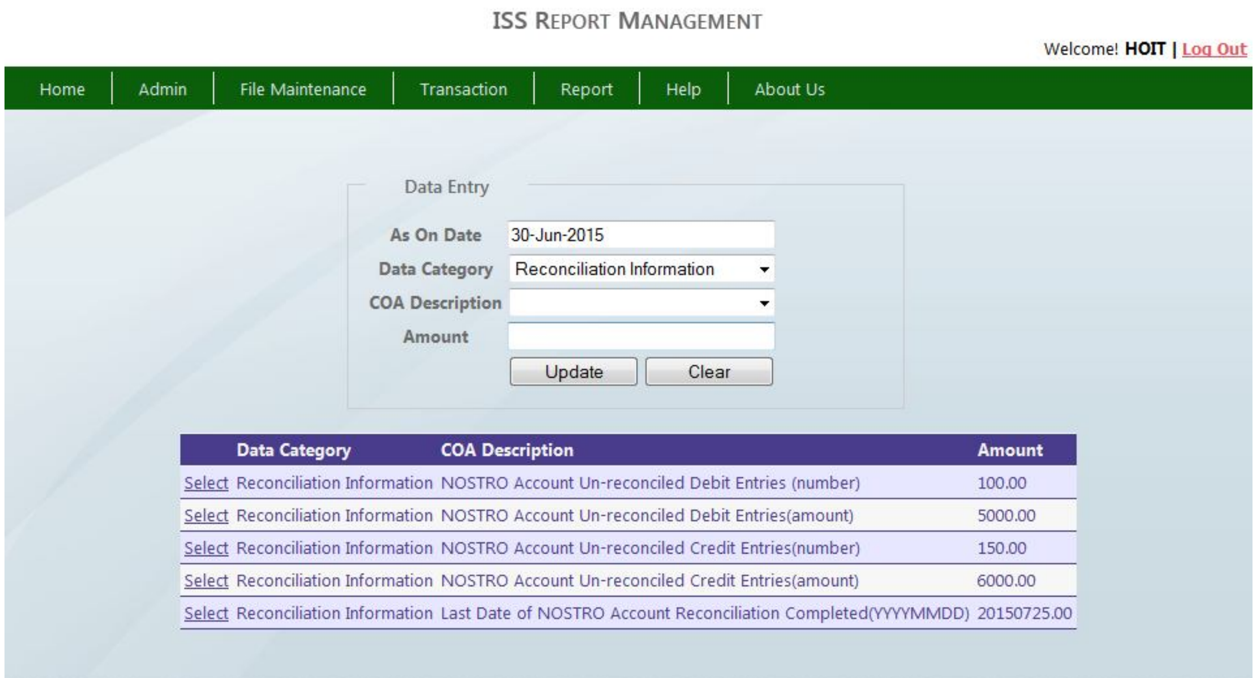




1. Select Data Category
   - When we select Any Data Category the grid will show the corresponding field.
   - We need to put only amount on the corresponding field.
2. Click Save
   - It will show the message "Data Saved Successfully" if the save is successful, then the data will go to the modification page for further modification.
   - We can only do transaction the last day of the month from 10th of the next month.
   - We may find input combination from Help Menu, if need any kind of input combination help.

For Update Monitoring Information

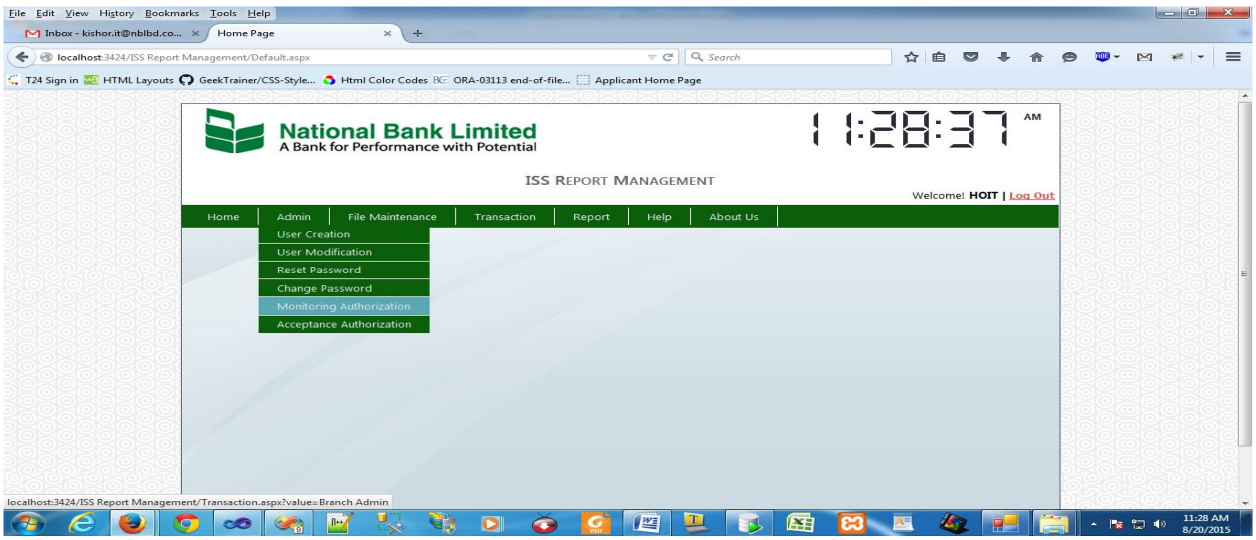
- **Menu->Transaction->Monitoring->Monitoring Modification**



- 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.

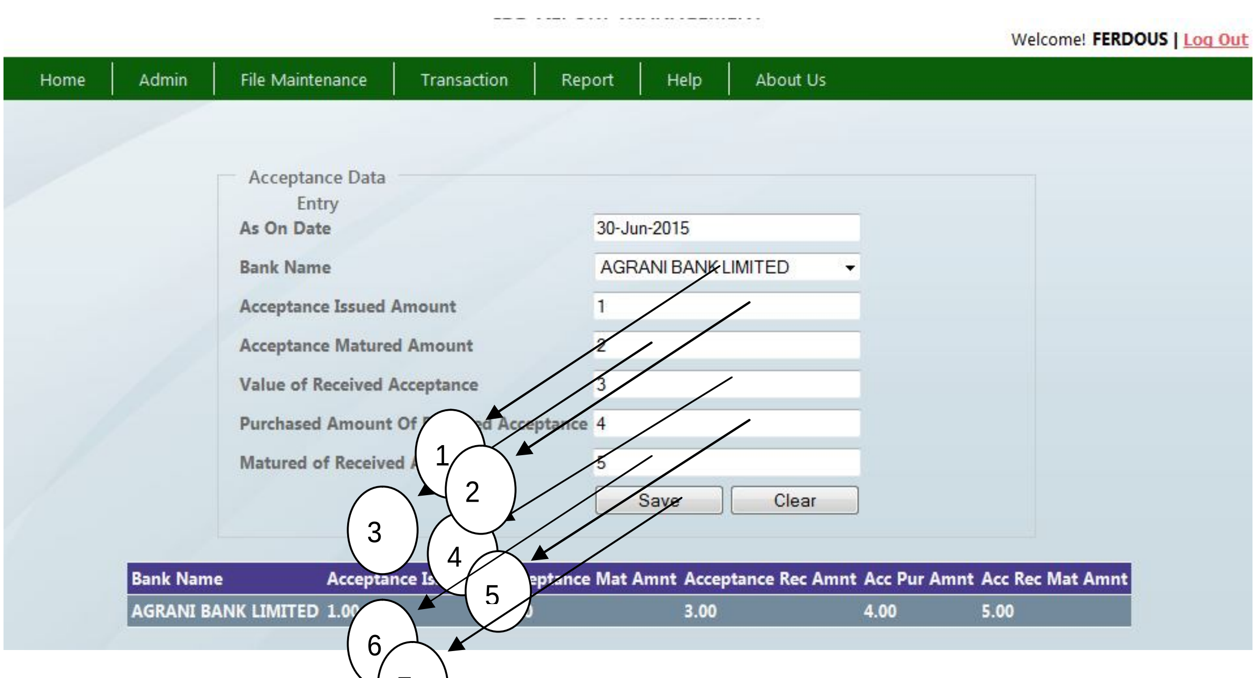
For the Authorization of Monitoring Information

- **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**

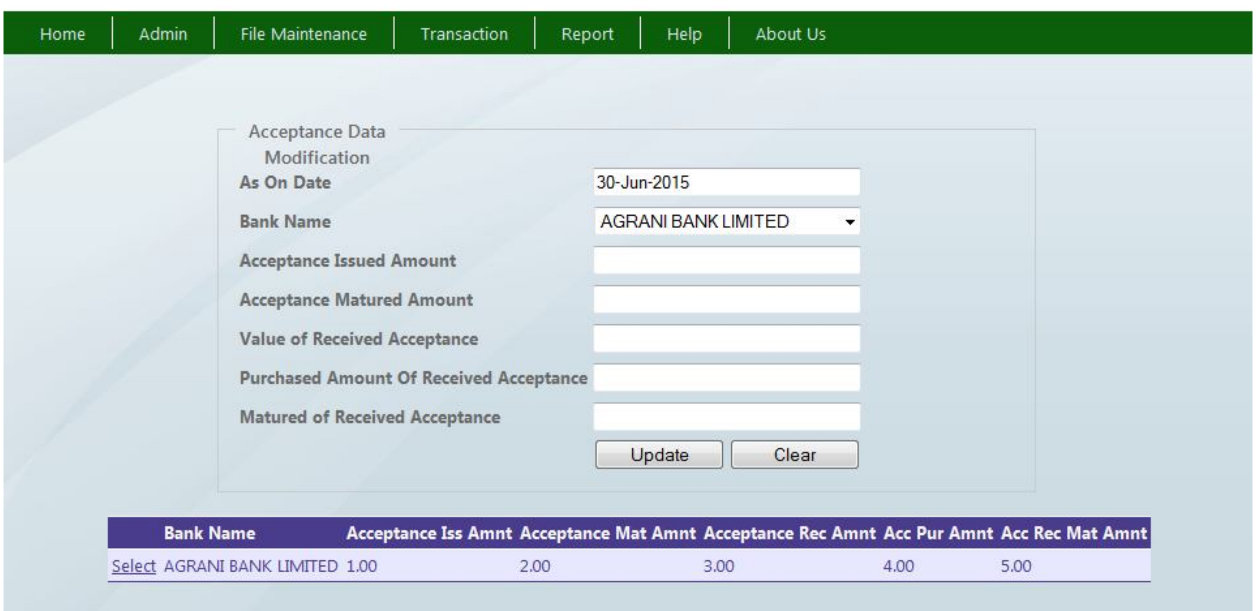


1. Select Bank Name
2. Give Acceptance Issued Amount
3. Give Acceptance Matured Amount
4. Give Value of Received Acceptance
5. Give Purchased Amount of Received Acceptance
6. Give Matured of Received Acceptance
7. Click on Save Button to save the transaction

- 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 10th of the next month.

For Update Acceptance Information

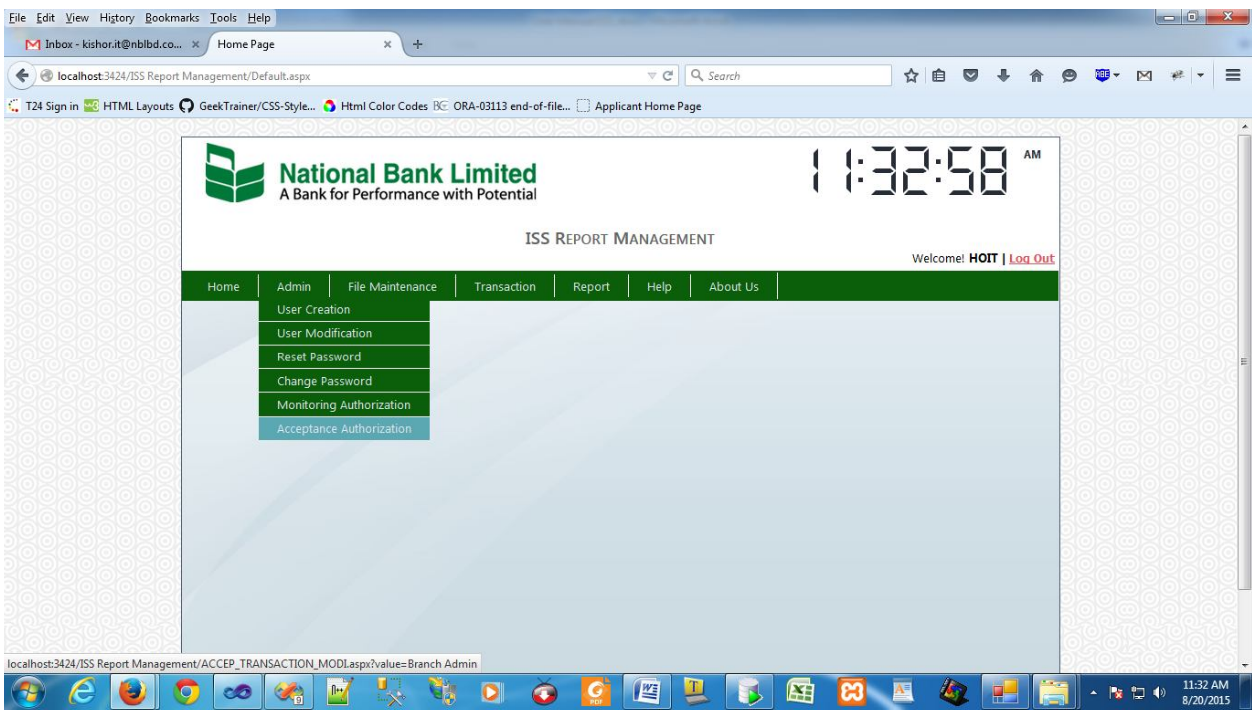
- **Menu->Transaction->Acceptance->Acceptance Modification**



- 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

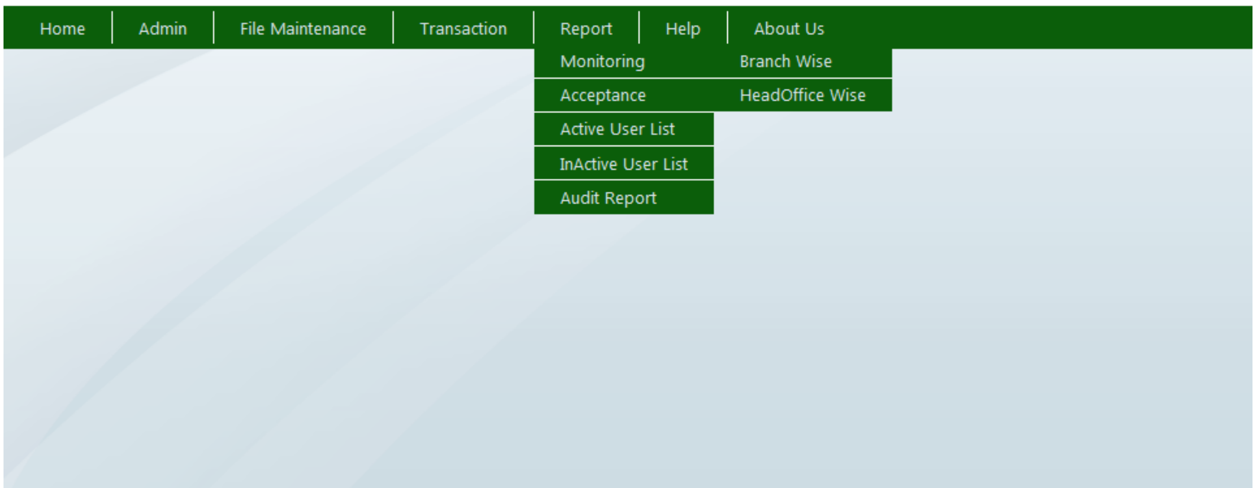
- **Menu->Admin->Acceptance Authorization**

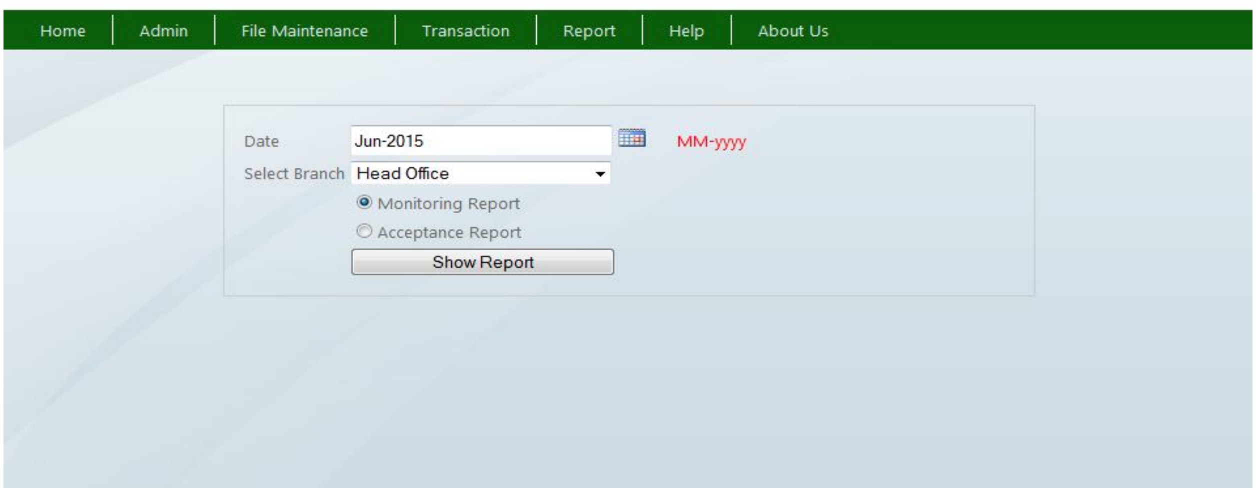


- You may see all Data but click on The Authorization just for one time.

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
  - I. Head Office Wise
  - II. Branch Wise
- Same Procedure is for Acceptance Report.

Contact Information

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

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