CREDIT WORKFLOW SYSTEM

TEST EVIDENCE

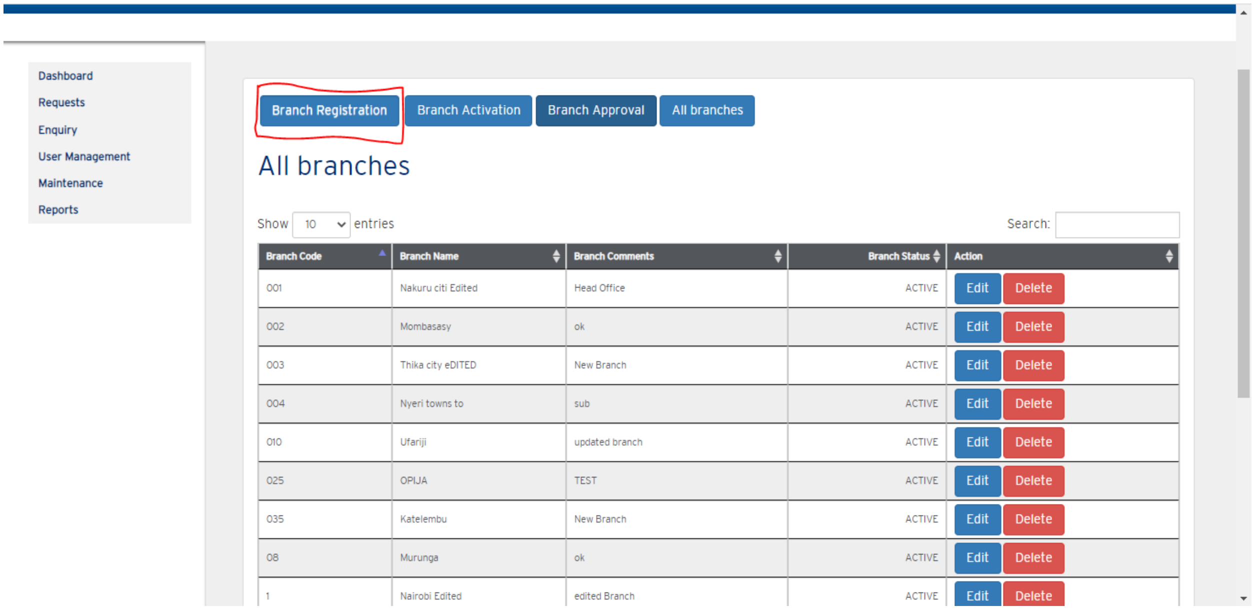
TABLE OF CONTENTS

MAINTENANCE MODULE

Maintenance of Bank Branches

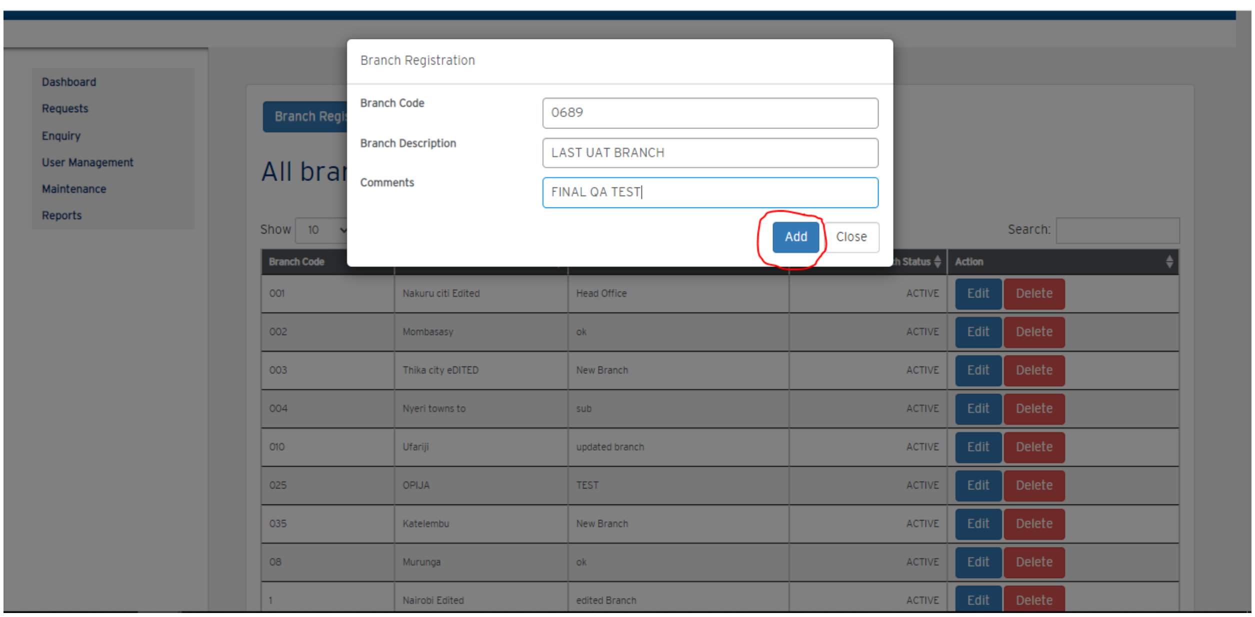
Creation of Bank Branches

-Click Maintenance Menu,

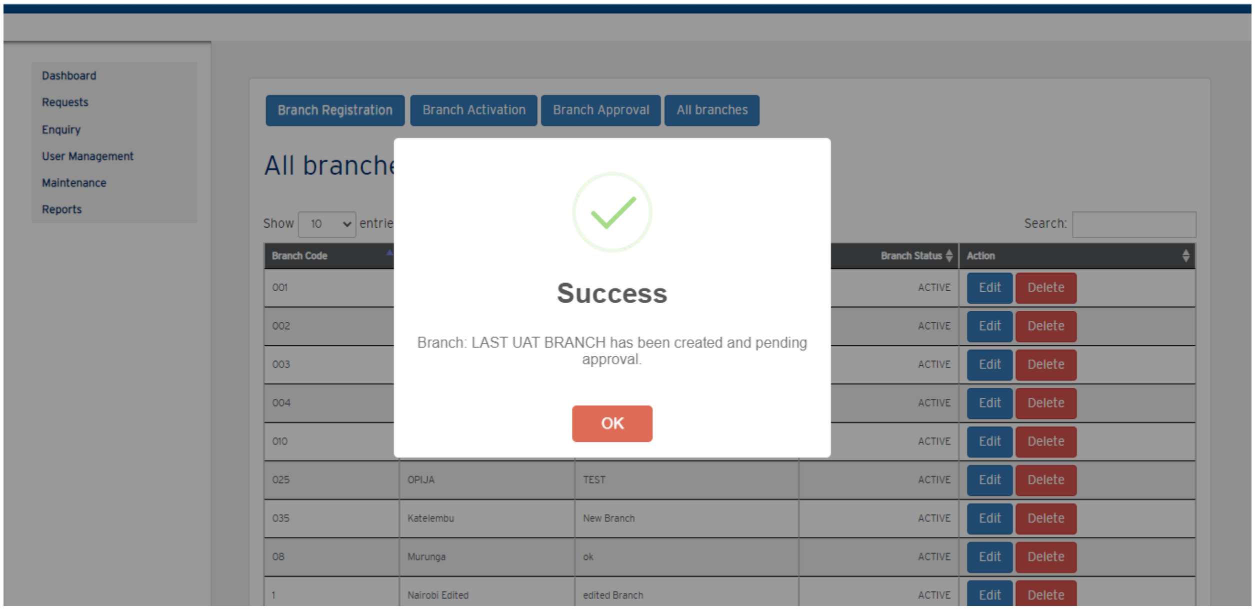


-Click Branches Submenu

-Click Branch Registration Tab

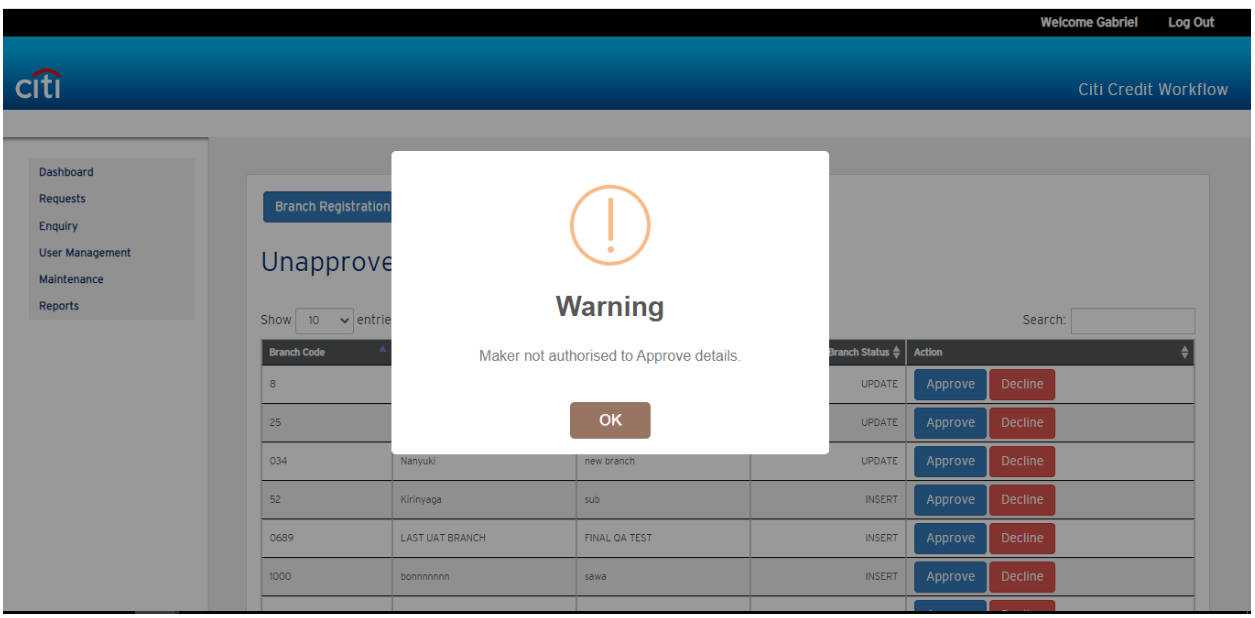


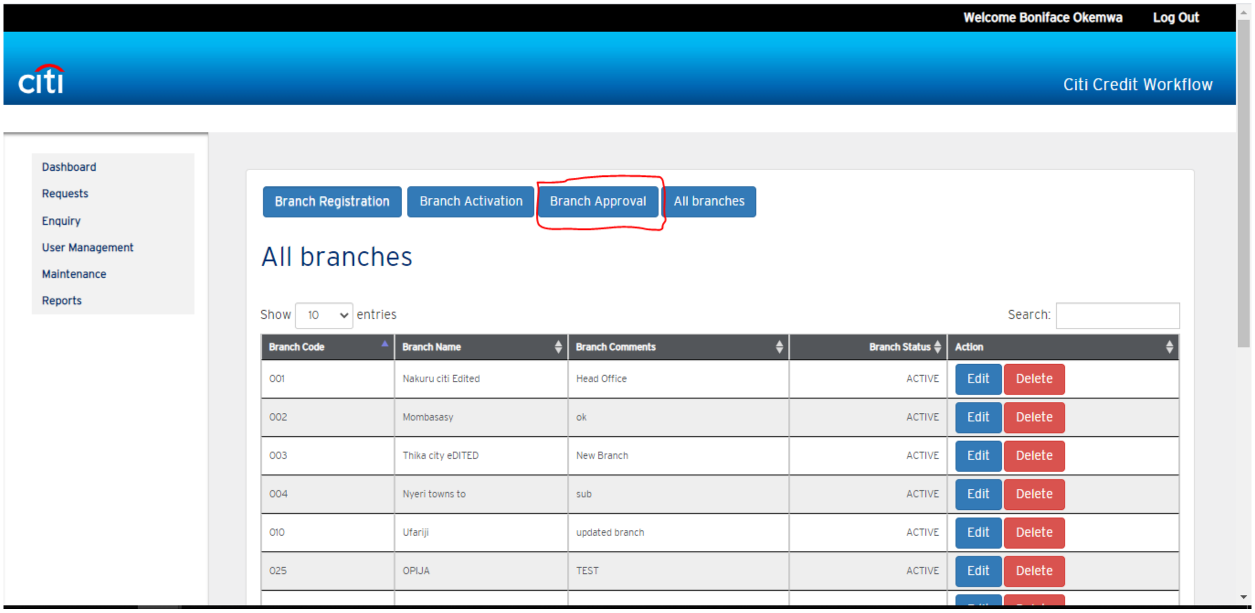
Fill in the Branch Code, Branch Description, give comments and then click Add to save the new branch record.



-Login as another user and approve the Added Branch

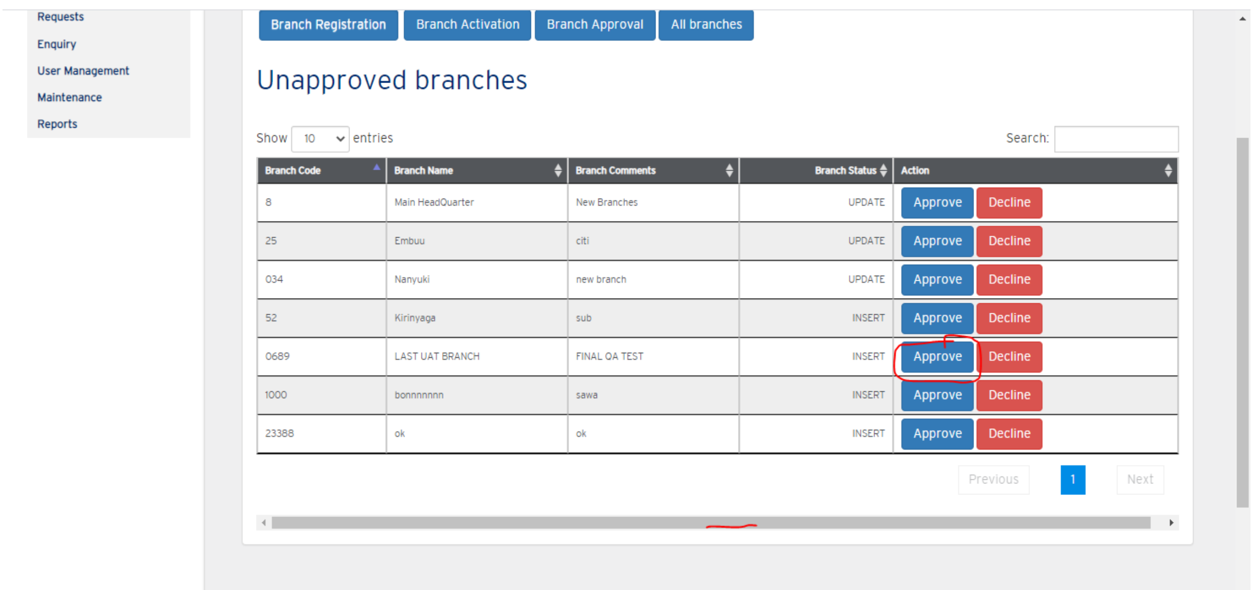
-Please not that the maker cannot authorize his/her own created record as shown below



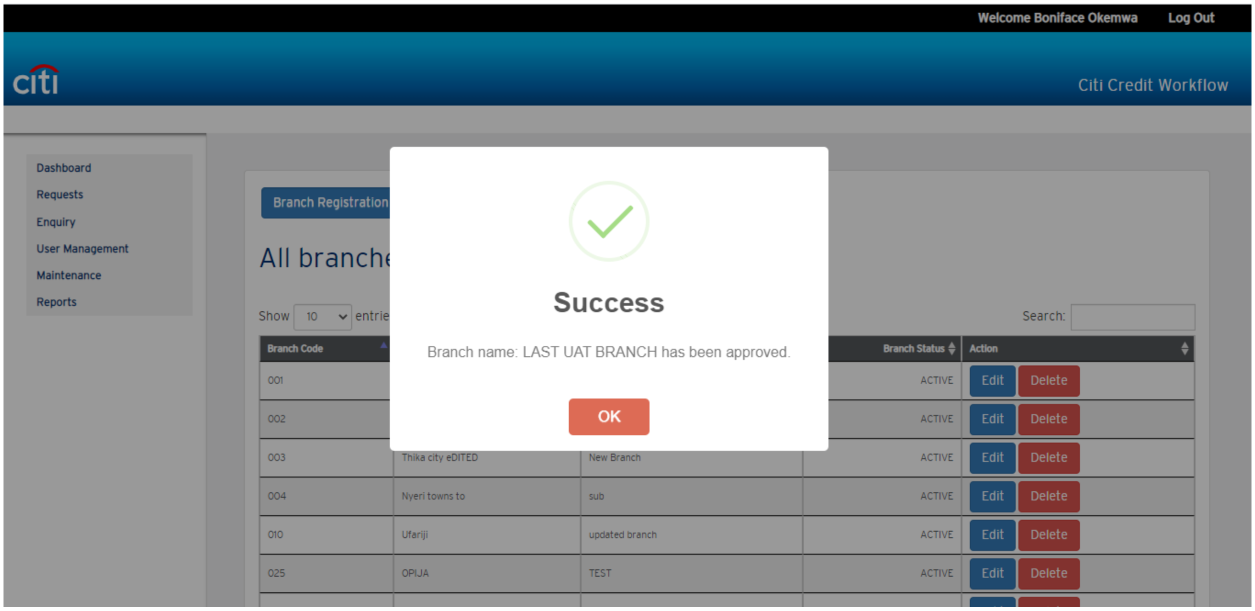


To approve a branch,

Click Branch Approval, to load the list of branches pending authorization,



Click Approve Button to authorize.

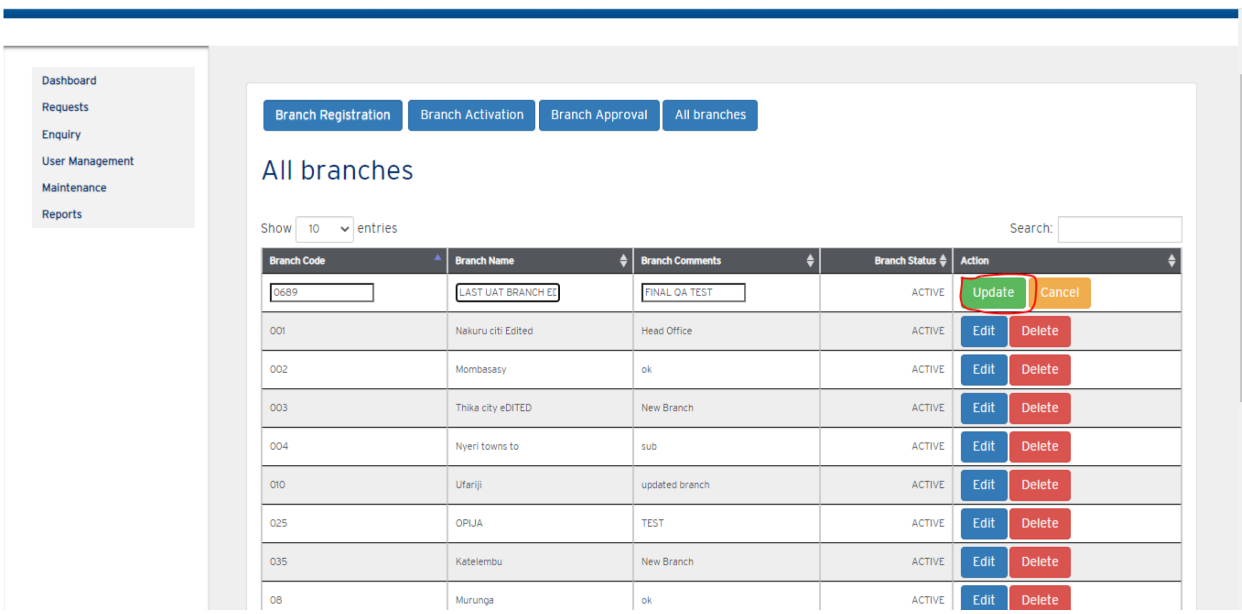


Update of Bank Branches

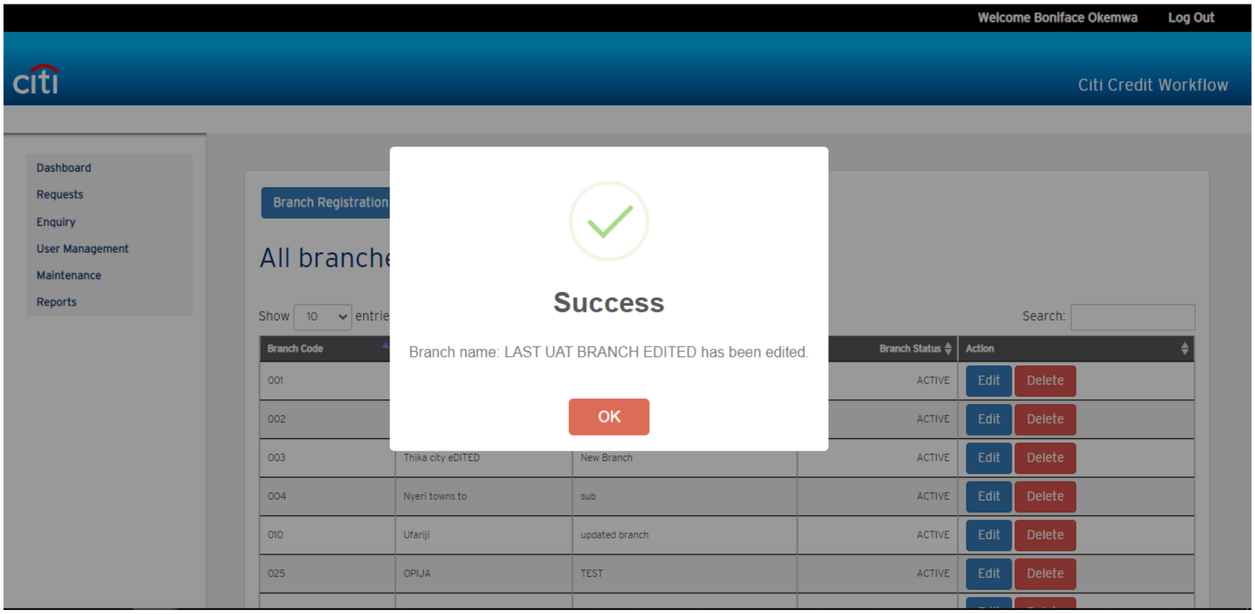
-Click Maintenance Menu,

-Click Branches Submenu

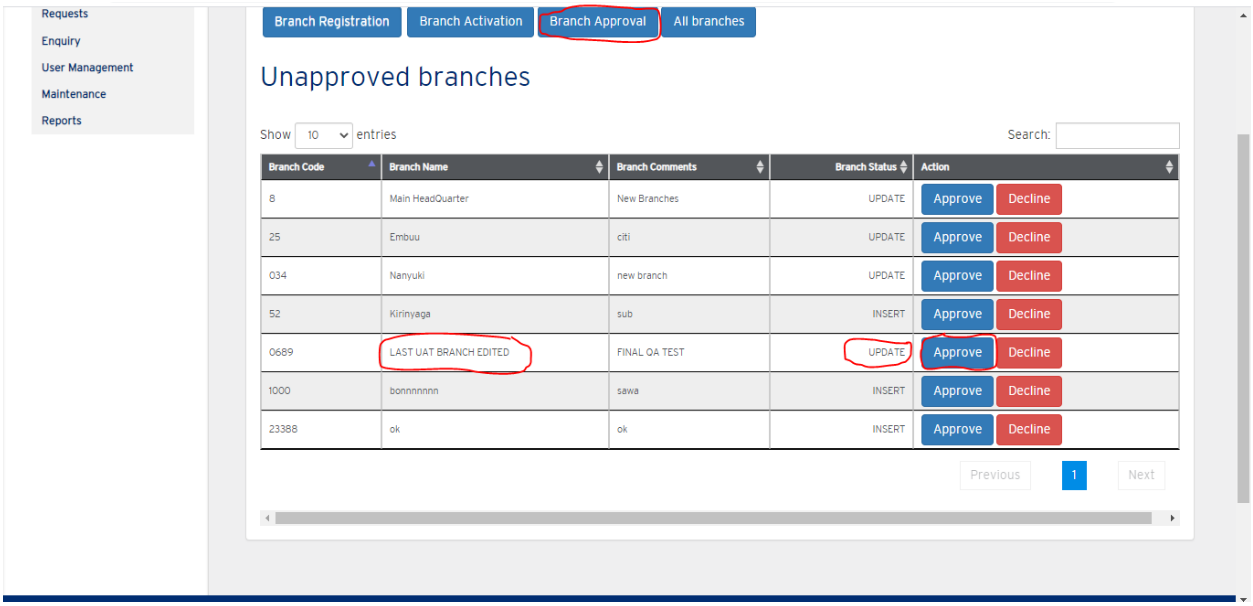
-Click Edit Button



Update the desired fields then click update Button

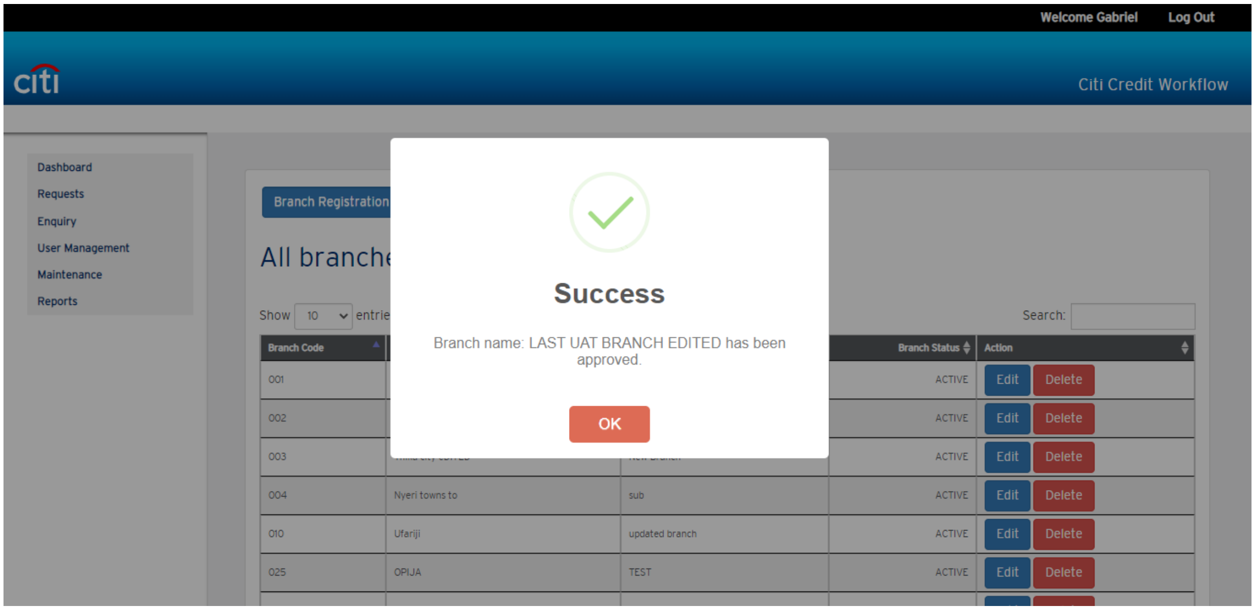


-Login as another user and approve the edited Branch



On successful approval of the record,

Below is displayed.



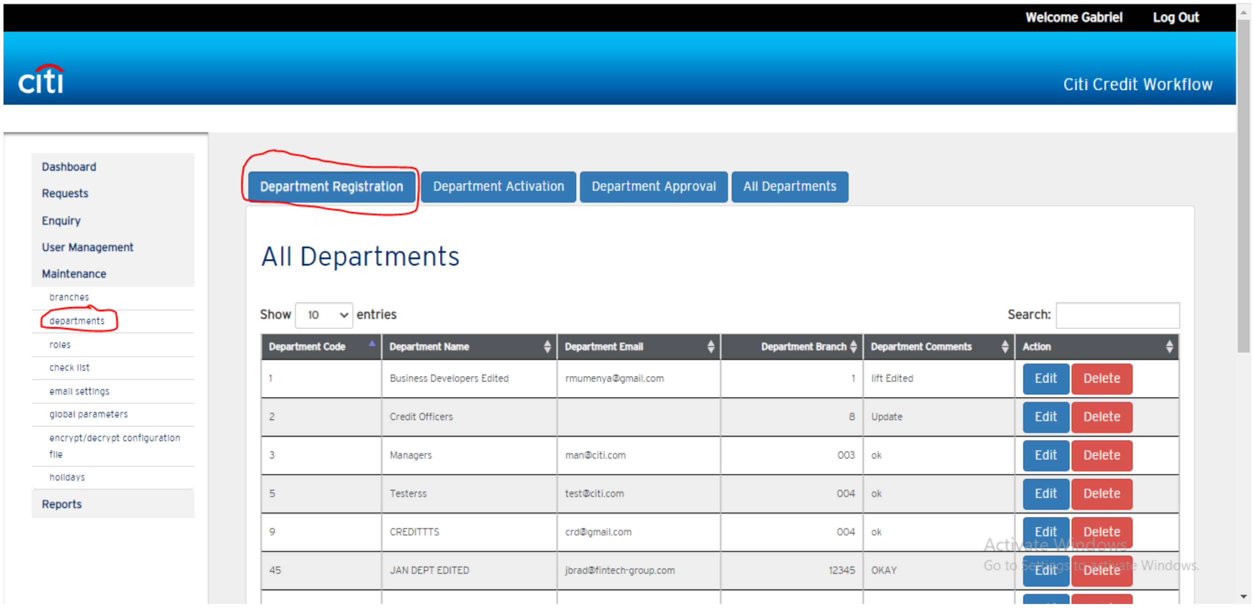
Maintenance of Departments

Department Registration

-Click on Maintenance Menu

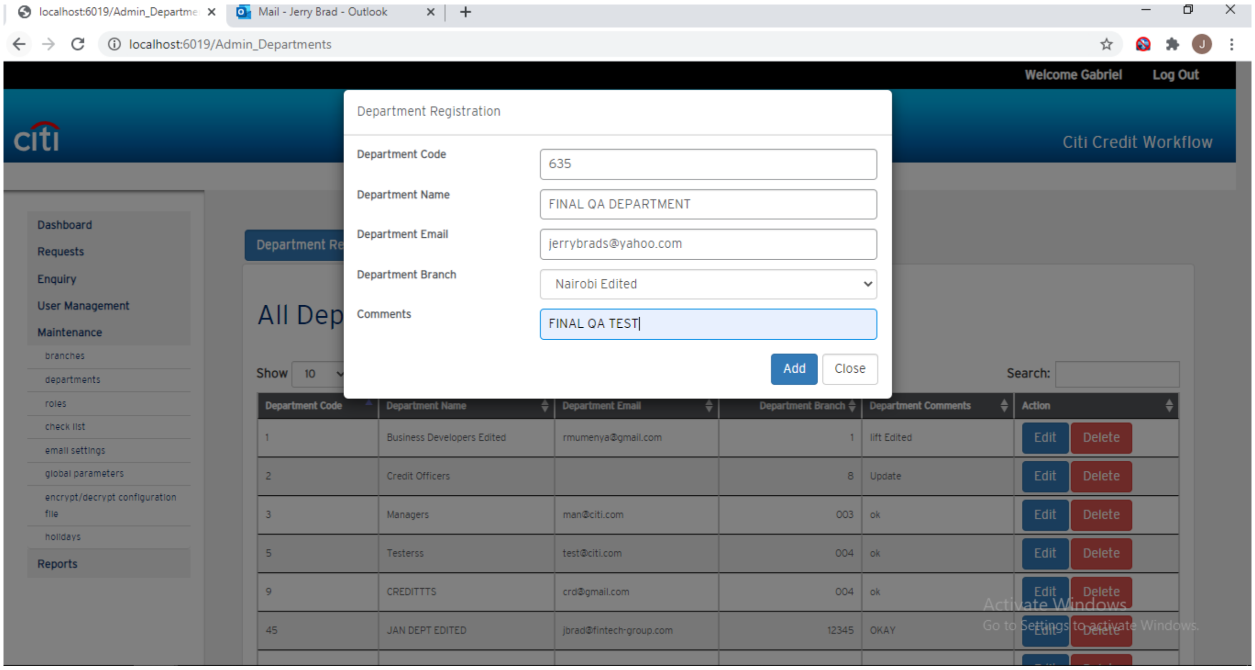
-Click Departments Sub Menu

-Click Department Registration

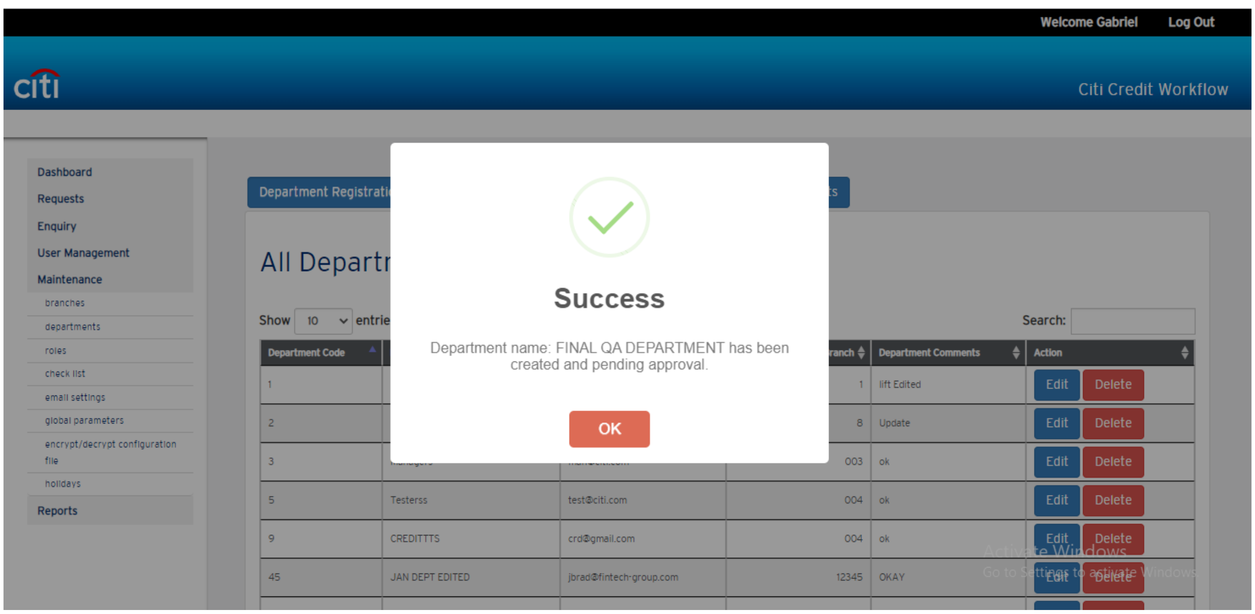


-Fill in the department details as shown below

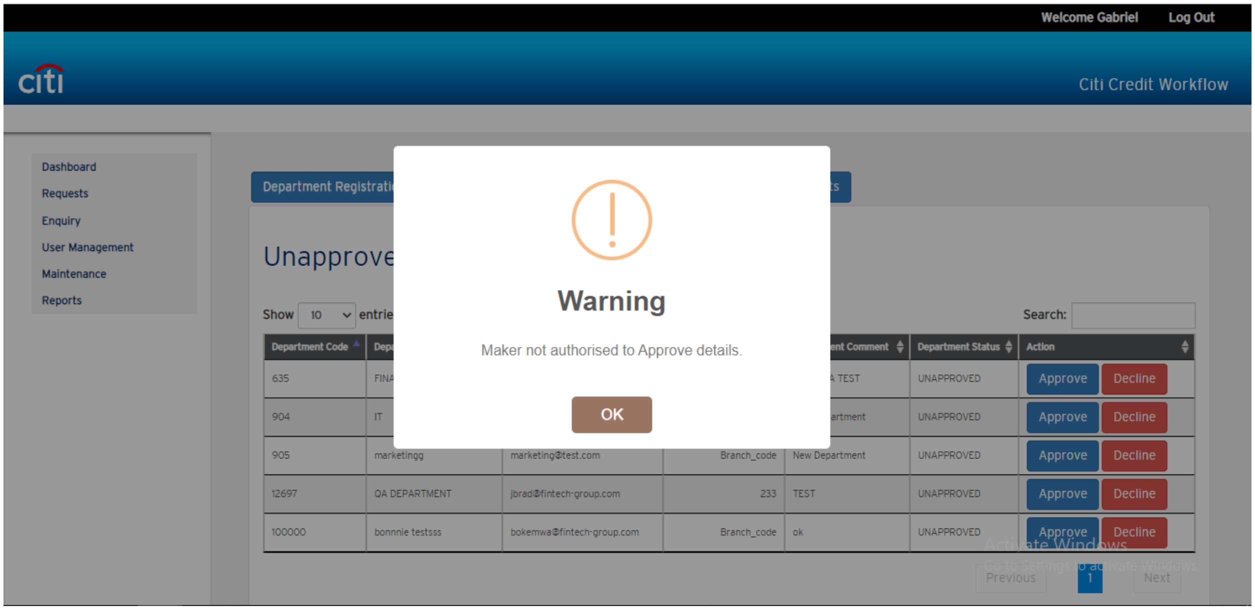
-Click Add to effect saving of the new department



On success, the below appears,



Login with another user as the same user who created the department cannot authorize as shown by the validation below.



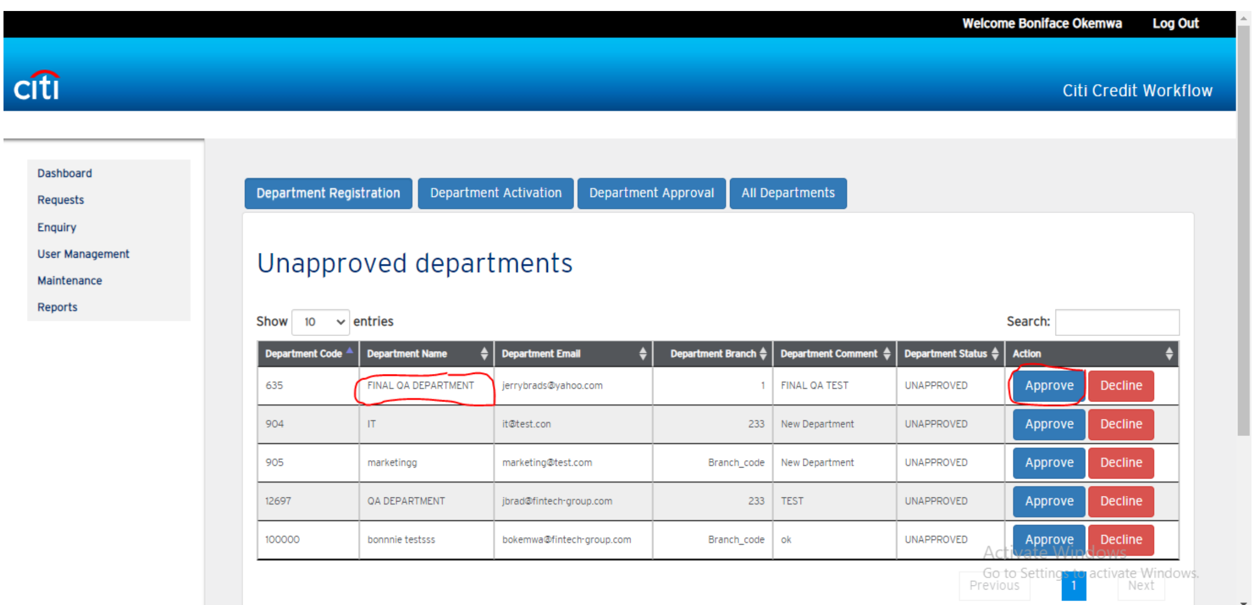
To approve the new department,

Go to Maintenance Menu

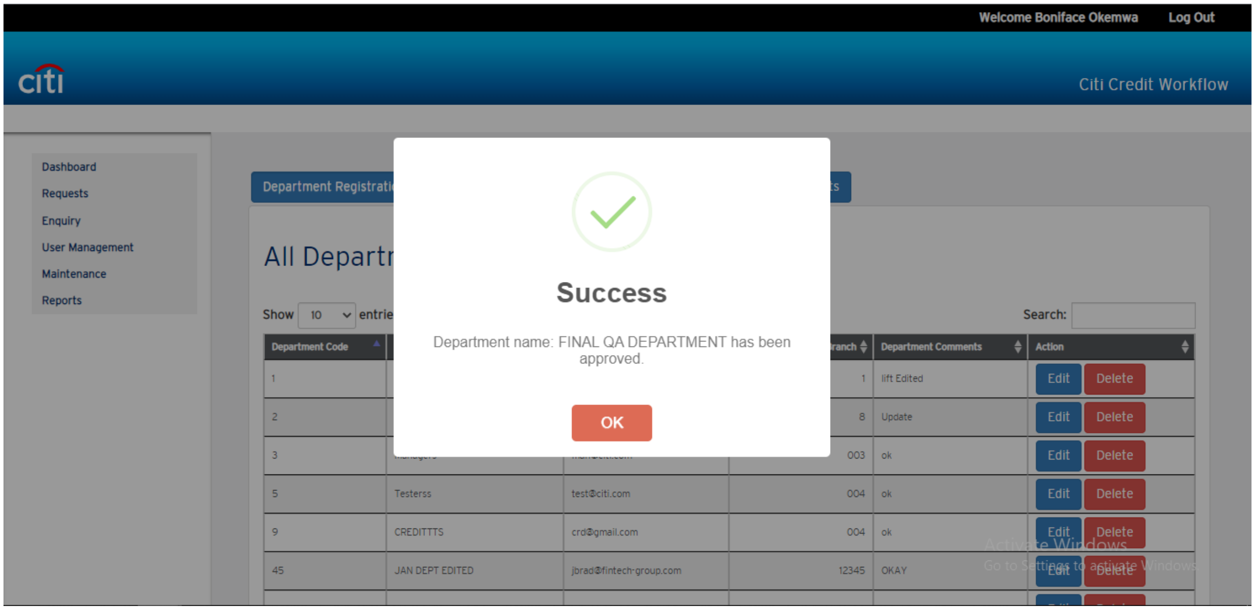
-Click departments submenu,

-Click department approval tab,

-Click Approve to approve the newly created department.



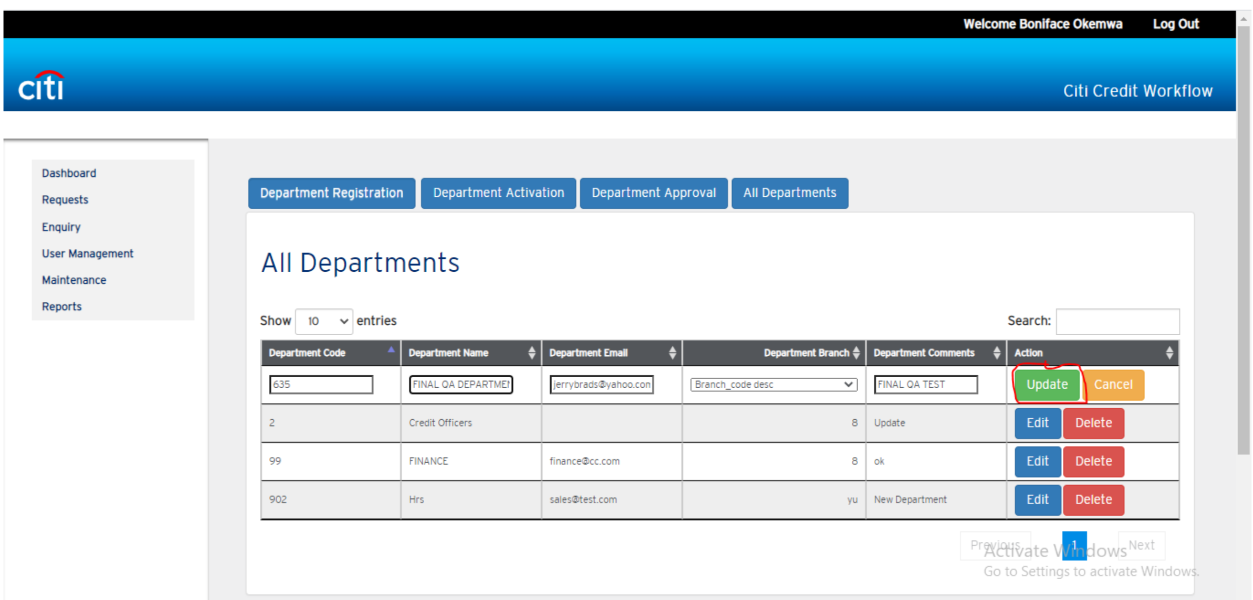
On Success, the below will be shown



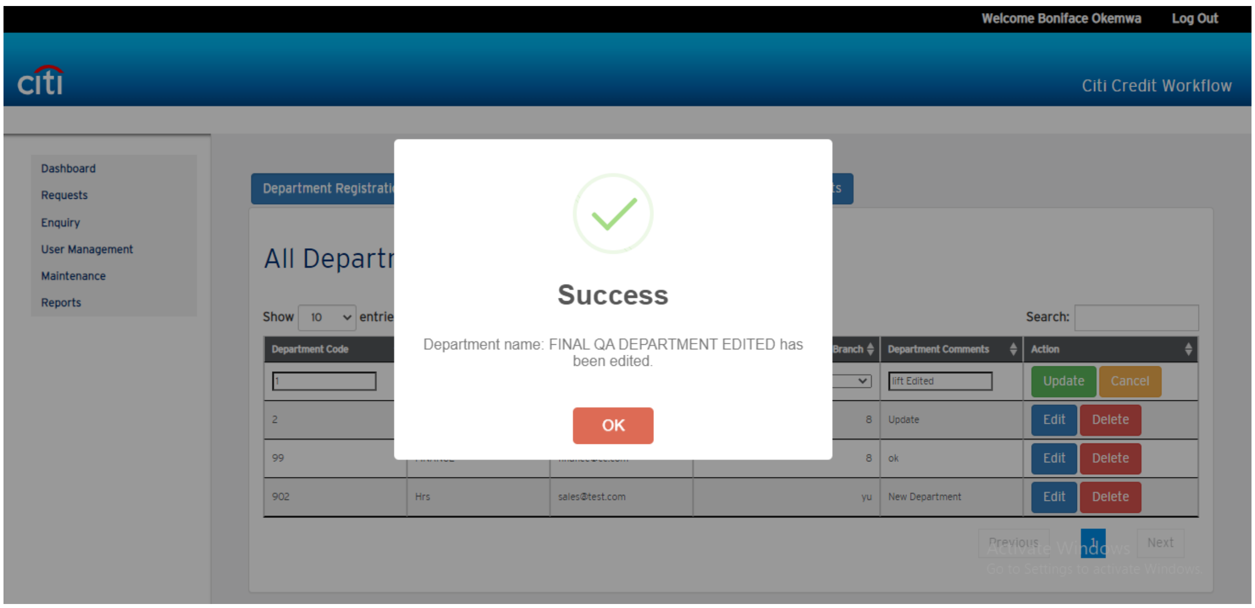
Editing a Department Record

Under the listing for all departments, click edit button,

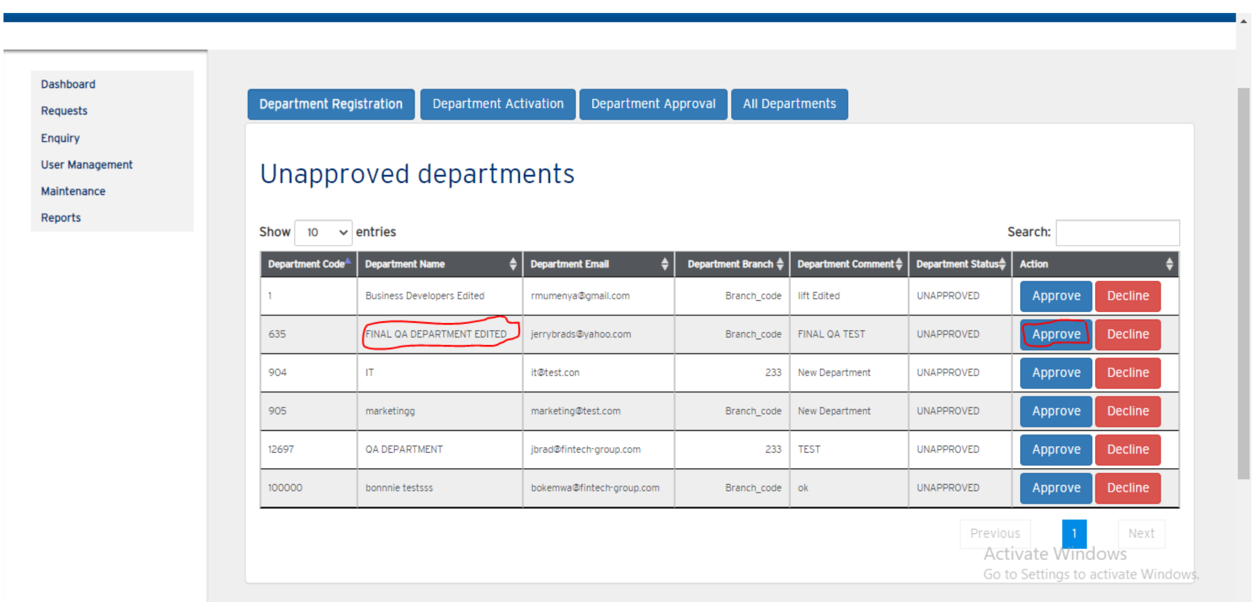
-Make the desired changes then click update.



On success, the below will be shown

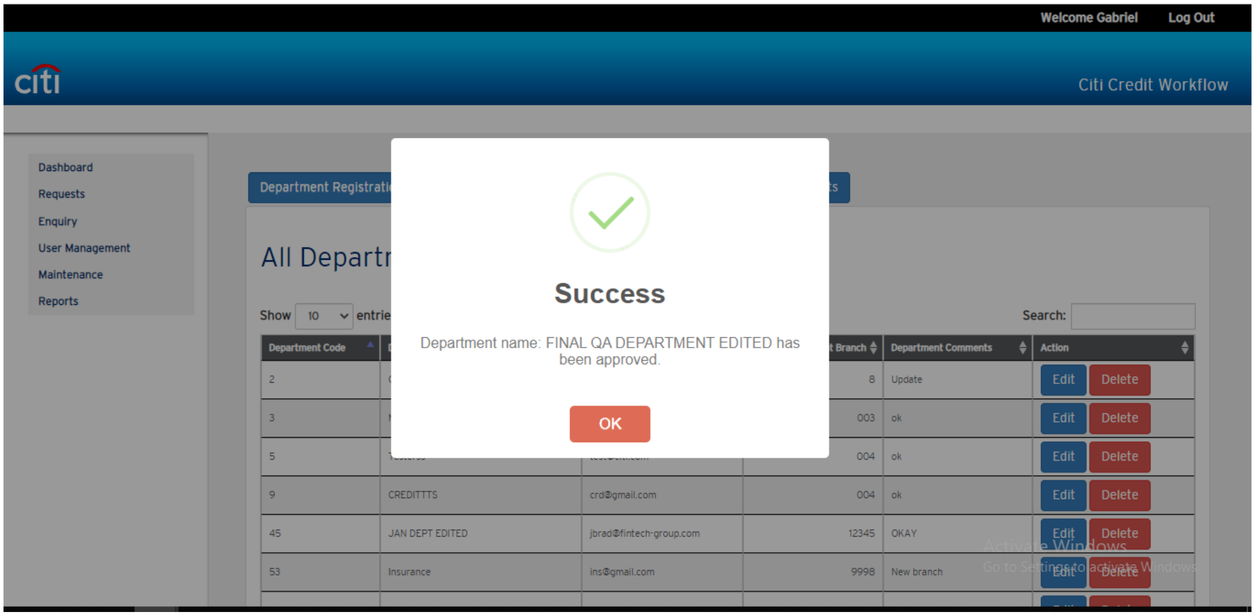


Login as another user to approve the edited details by clicking approve button.



On Success,

The below will be shown.



Maintenance of Roles

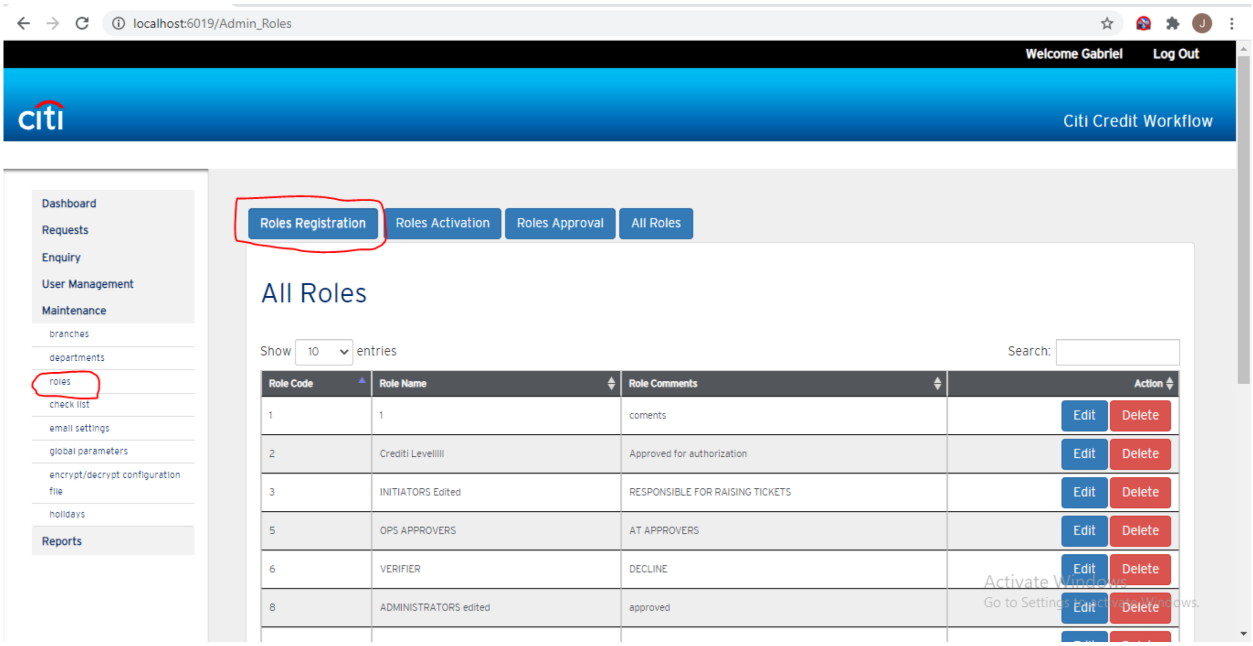
This module section is used to maintain different system roles

Role Creation

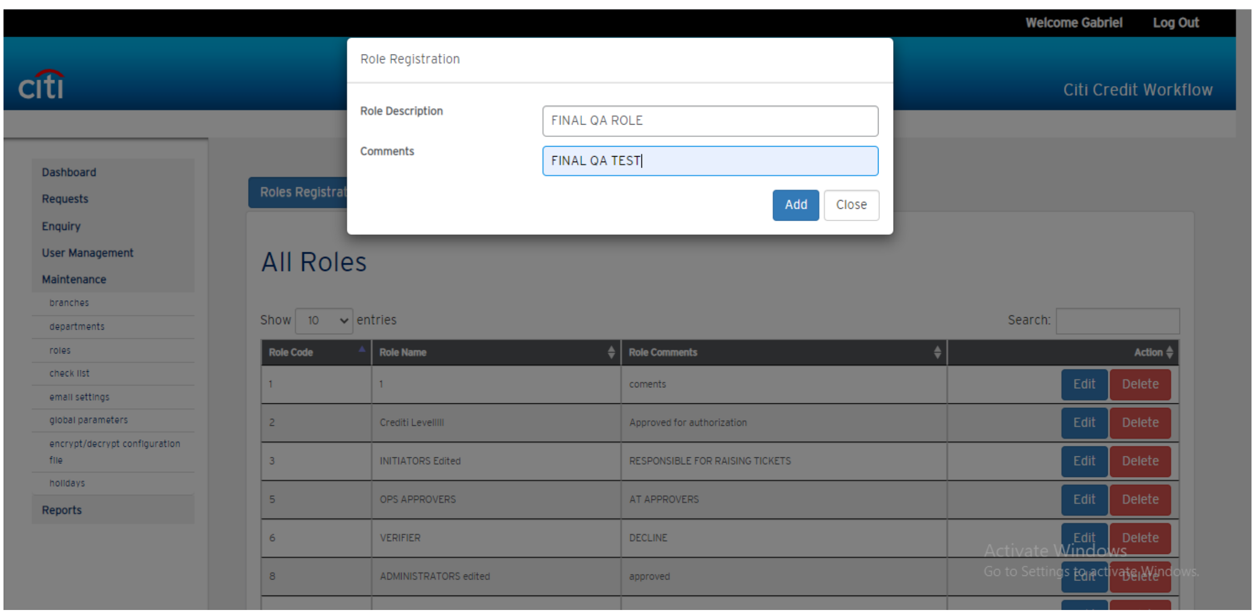
Under Maintenance Menu

-Click Roles

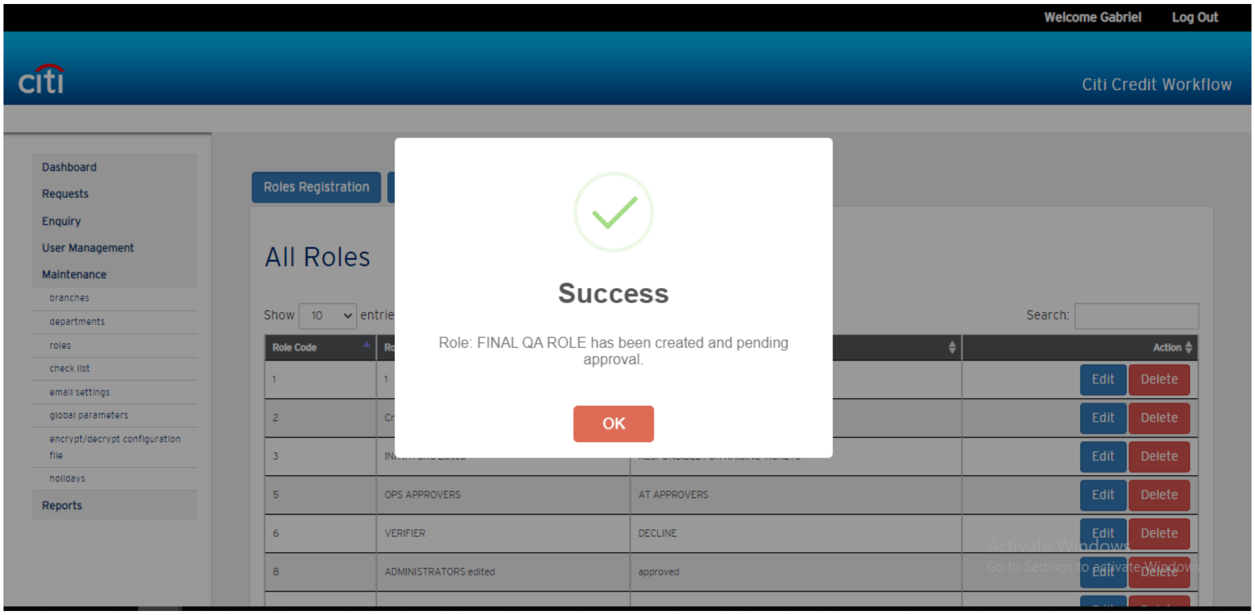
-Click Roles Registration



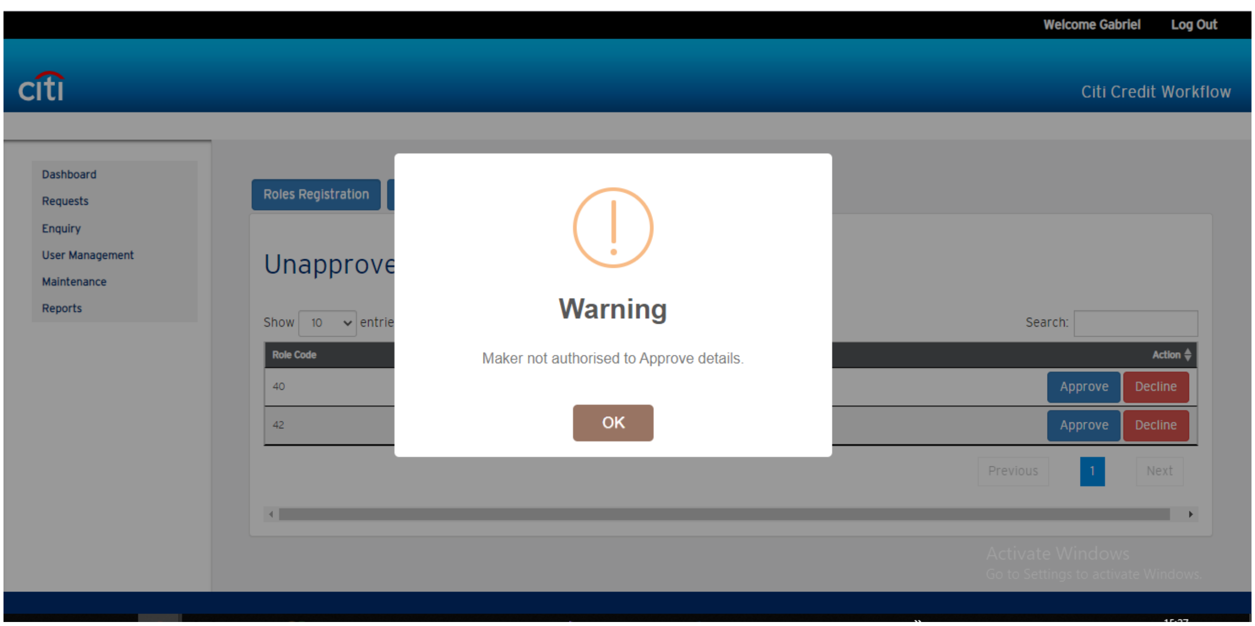
Give the roles description and brief comments then click Add



On successful Add, below will be shown



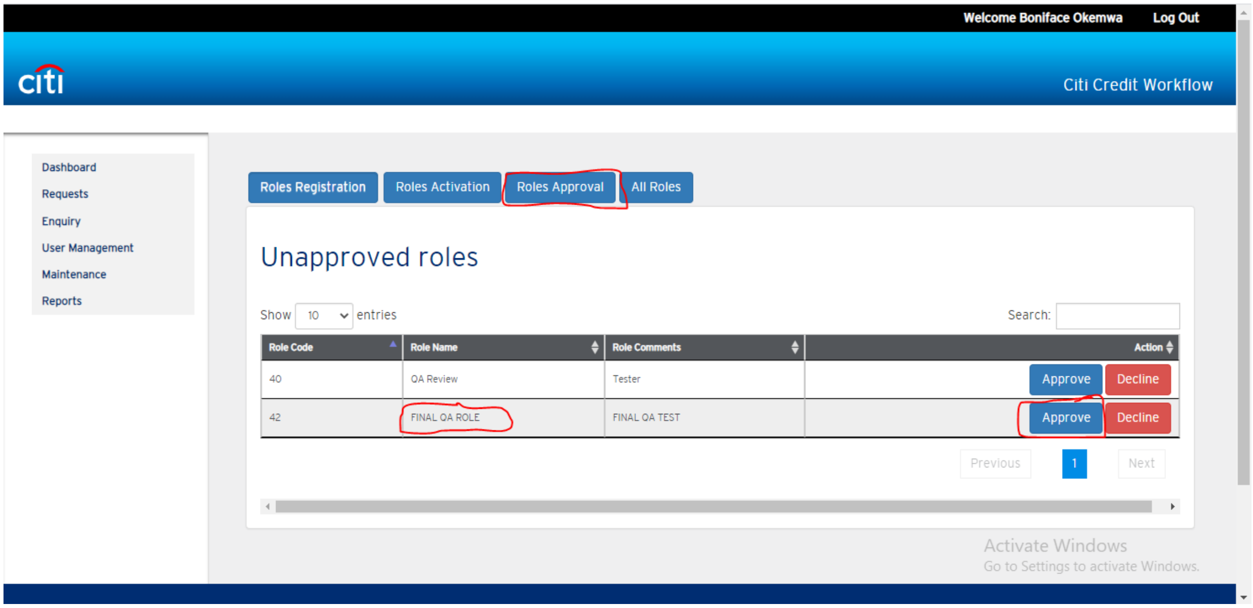
Maker / Checker validation is implemented as shown



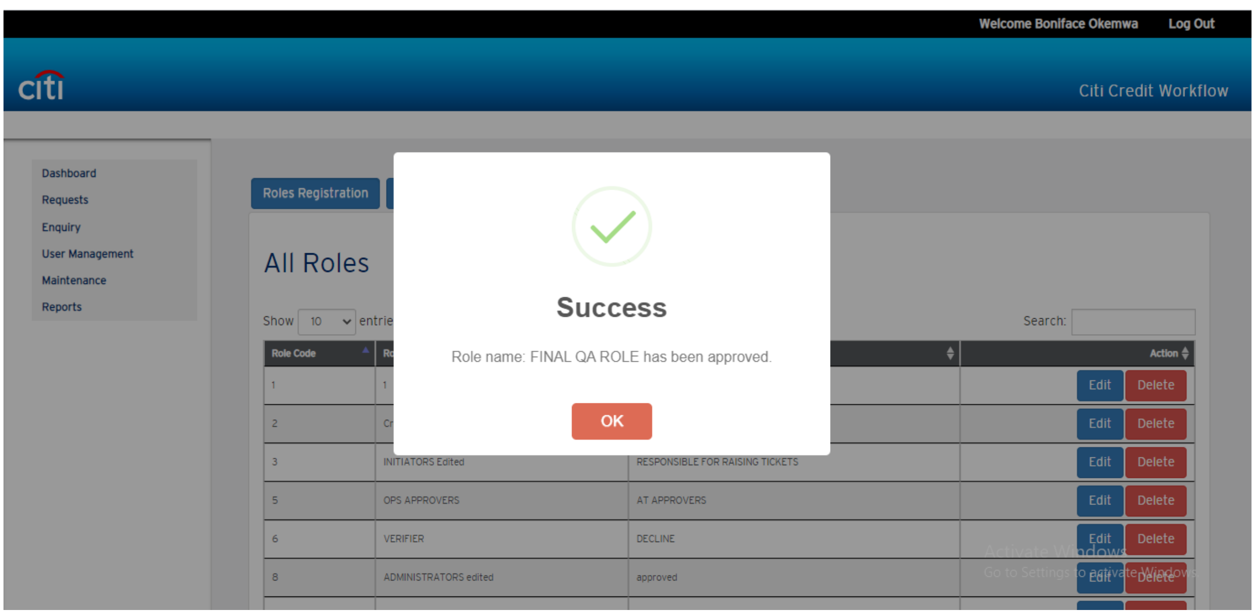
Login with another user,

Under Maintenance Menu > Roles >Roles Approval,

Click Approve/Decline to authorize the entry.

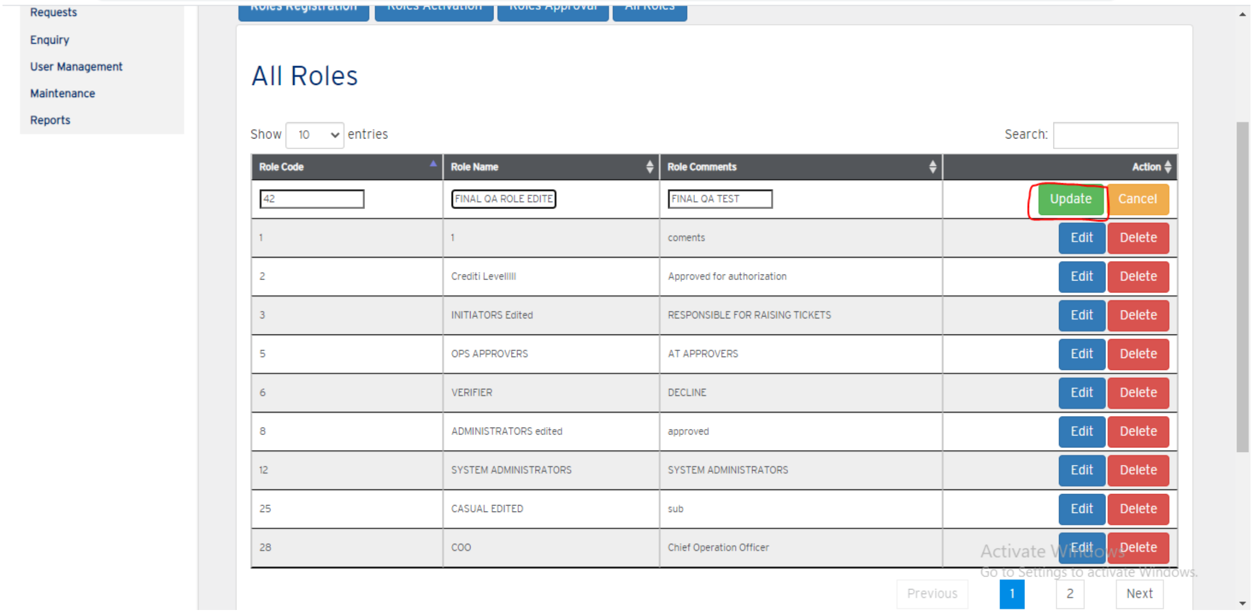


On success, below is shown.

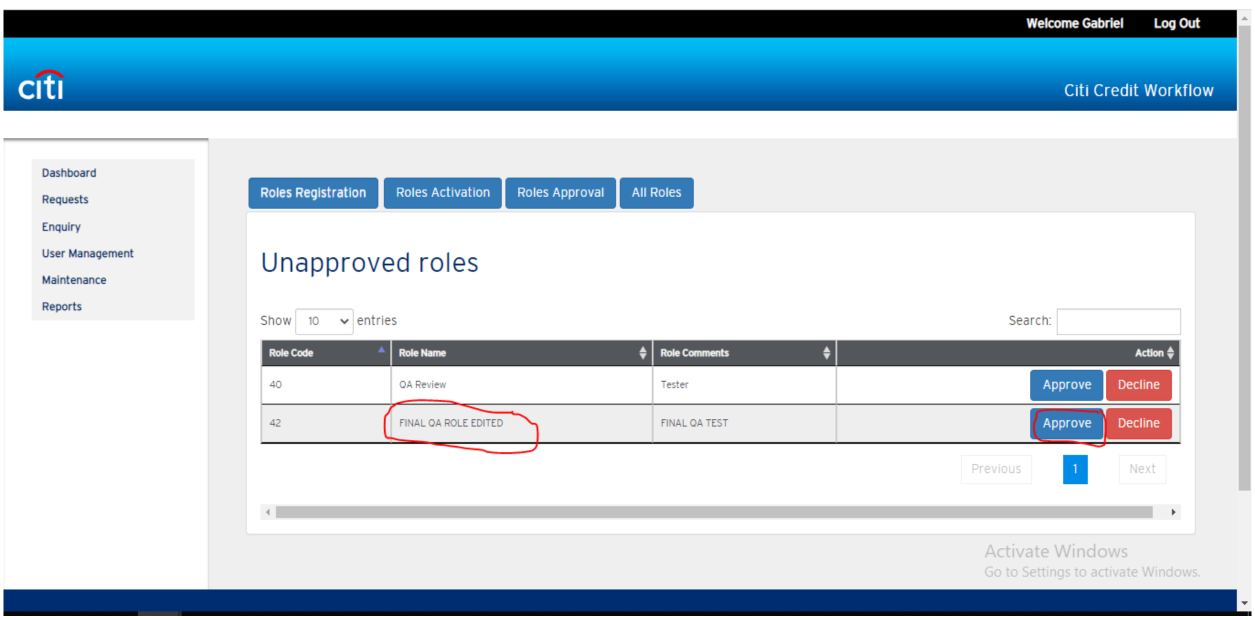


Edit the Roles

Make changes to the desired fields then click update as shown below.

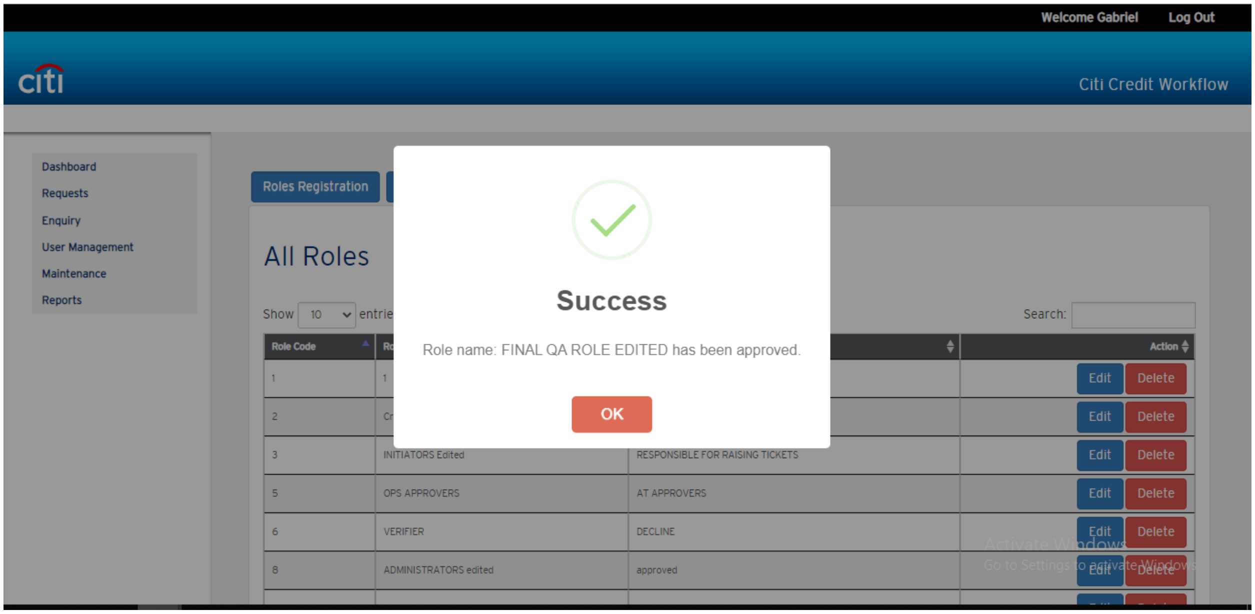


Login with another user and approve the edited role.



On success,

Below will be shown

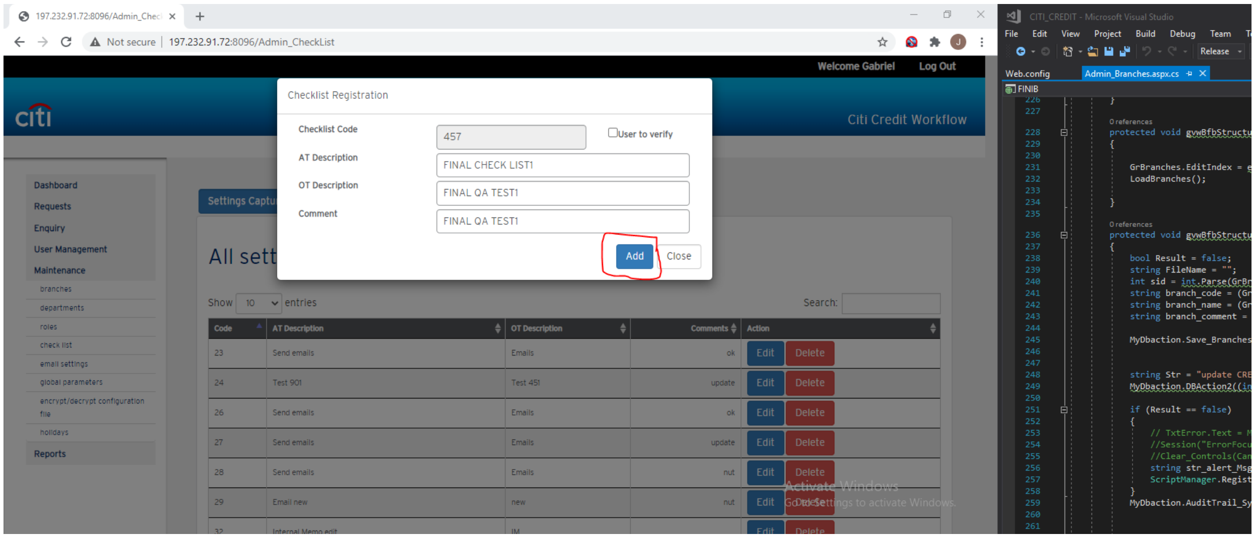


Checklist Maintenance

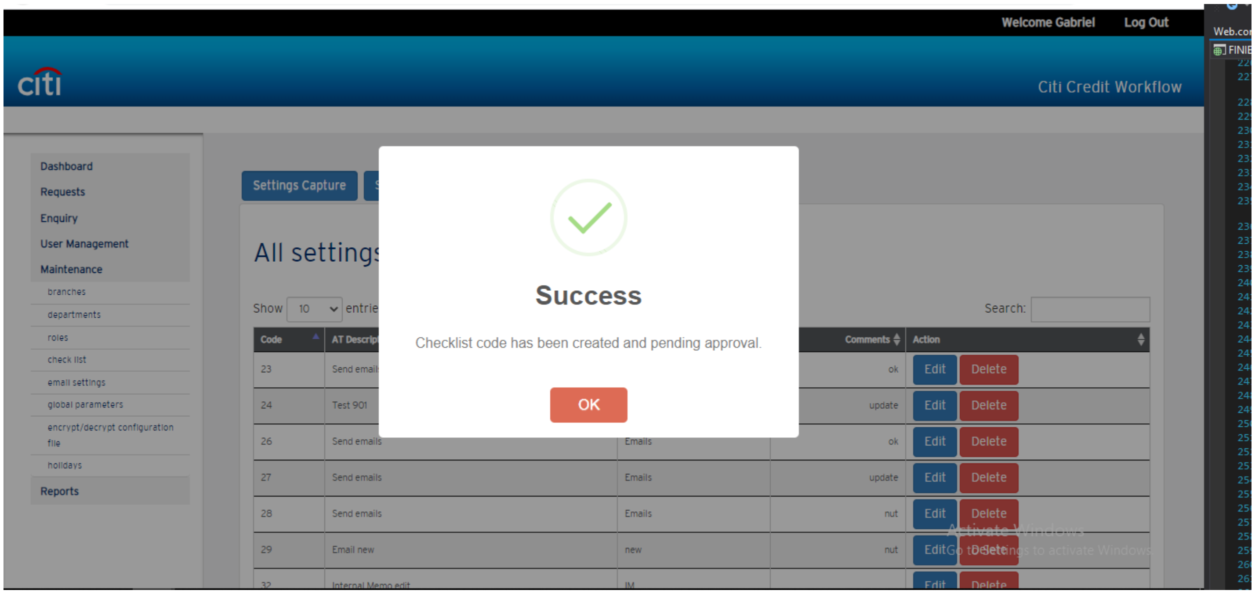
This module will be used to maintain various check lists within the application

Click Maintenance Menu, Click Checklist submenu,

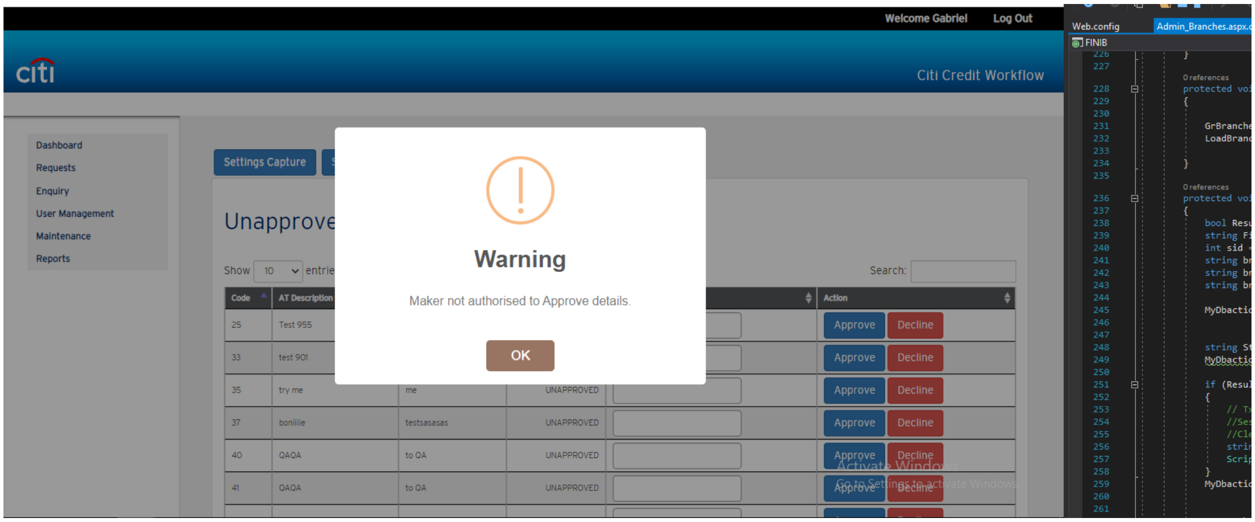
Click Settings Capture and then input the required fields as shown then click add



On successful maintenance of the new record, a popup shown below will be seen.



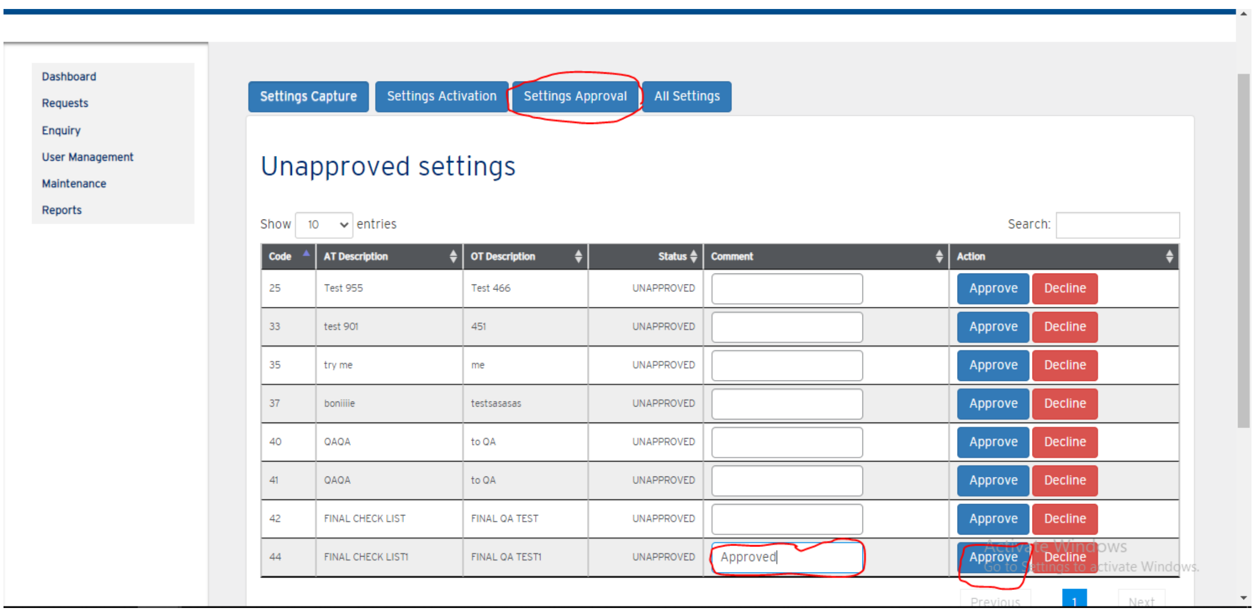
Below screens validates maker checker action on the same when a maker tries to approve a checklist they added on their own.



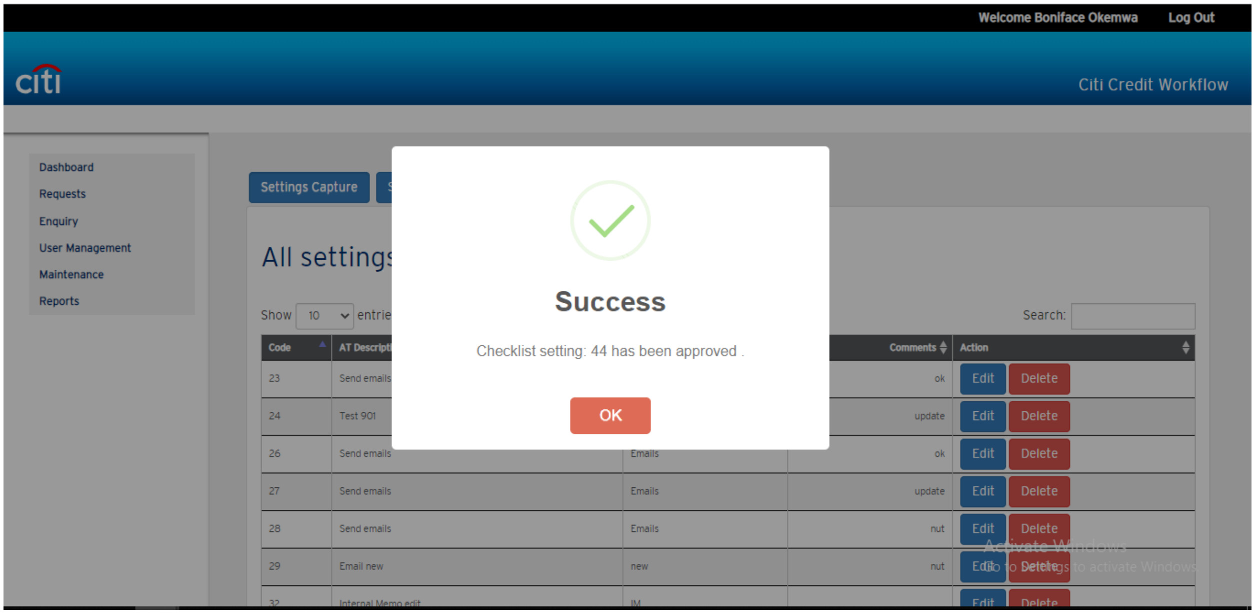
Login as another user,

Under Maintenance menu > Check List Submenu >click settings approval,

Give brief comments then click approve.



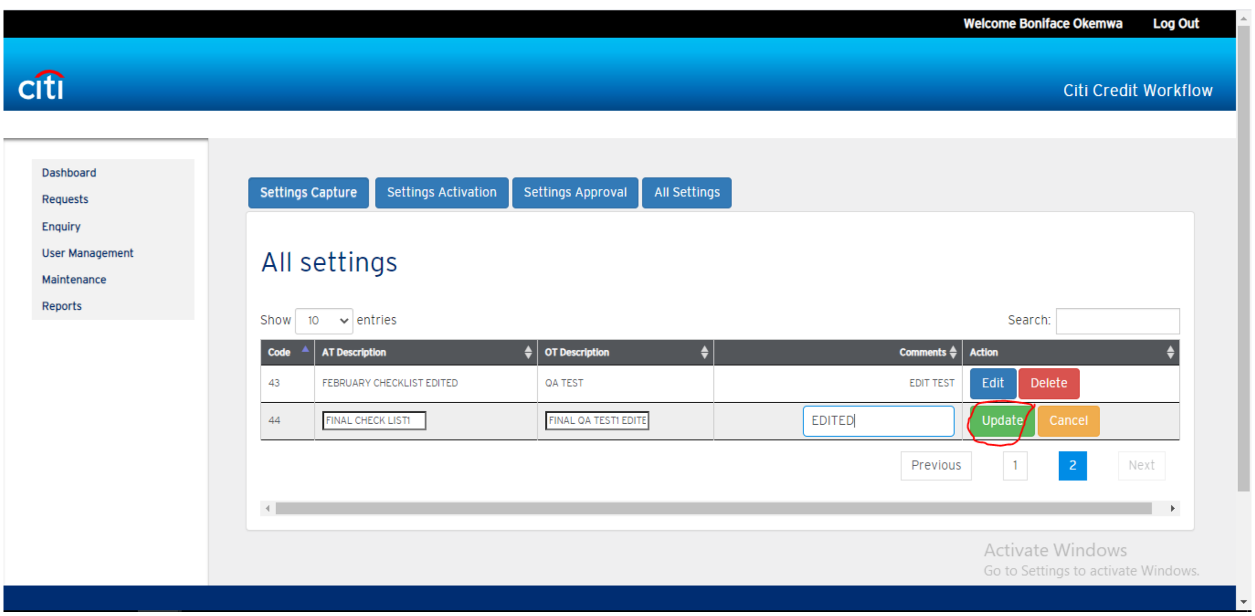
On successful Authorization, the system will show the below.



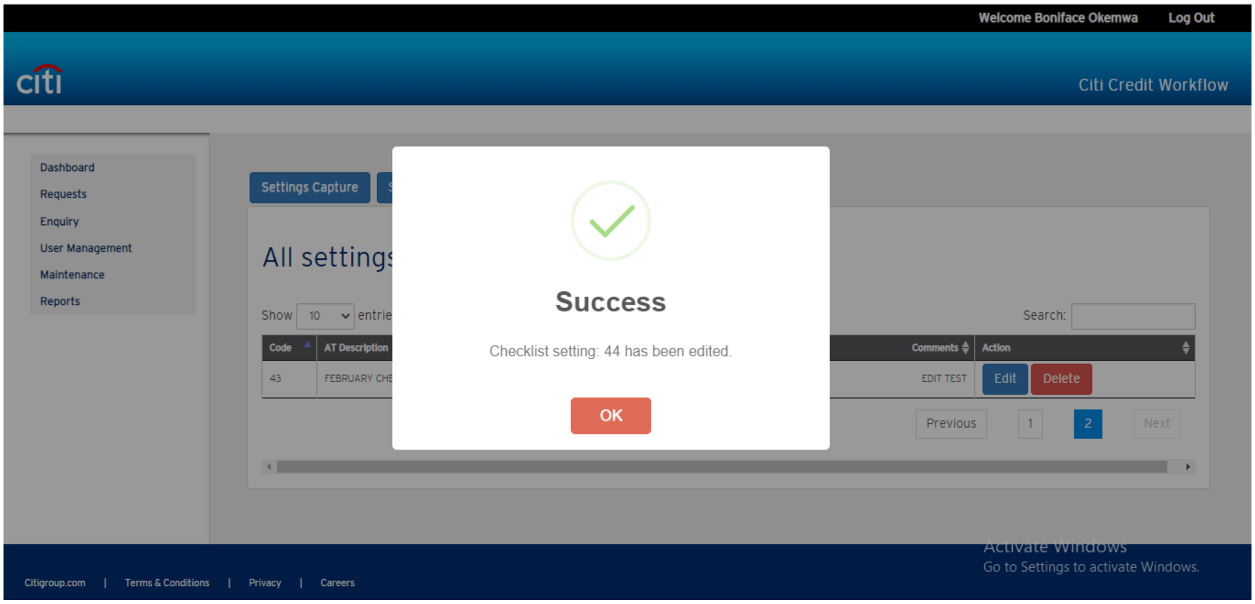
Editing of the Check List,

Click Edit Button,

Make changes necessary on the editable fields then click on the update Button



On successful Editing, The below will be shown

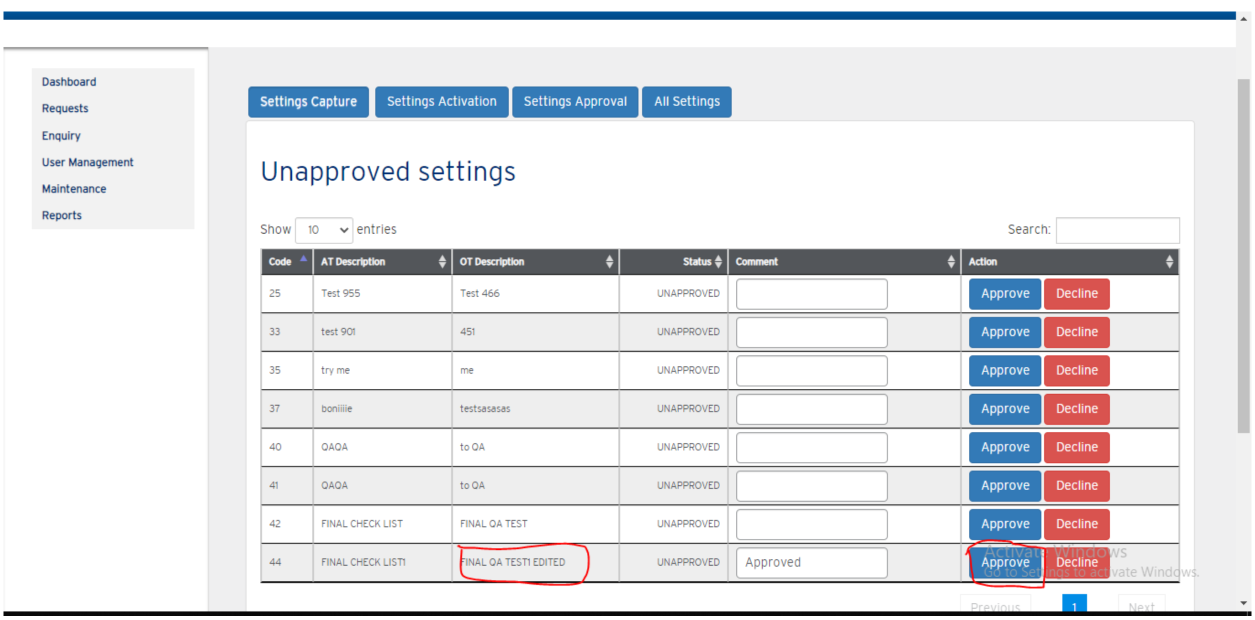


Login as another user to approve the edited records

To achieve this go to

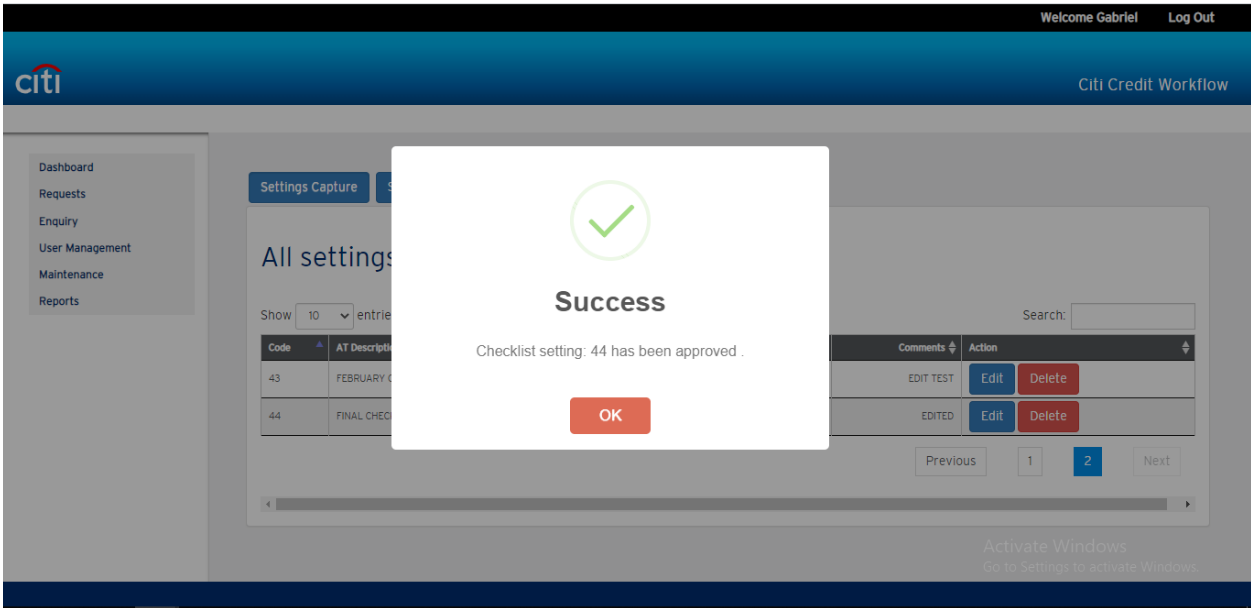
Maintenance > Check list >Settings Approval

Give brief comments then click Approve Button



On successful approval,

The below will be shown



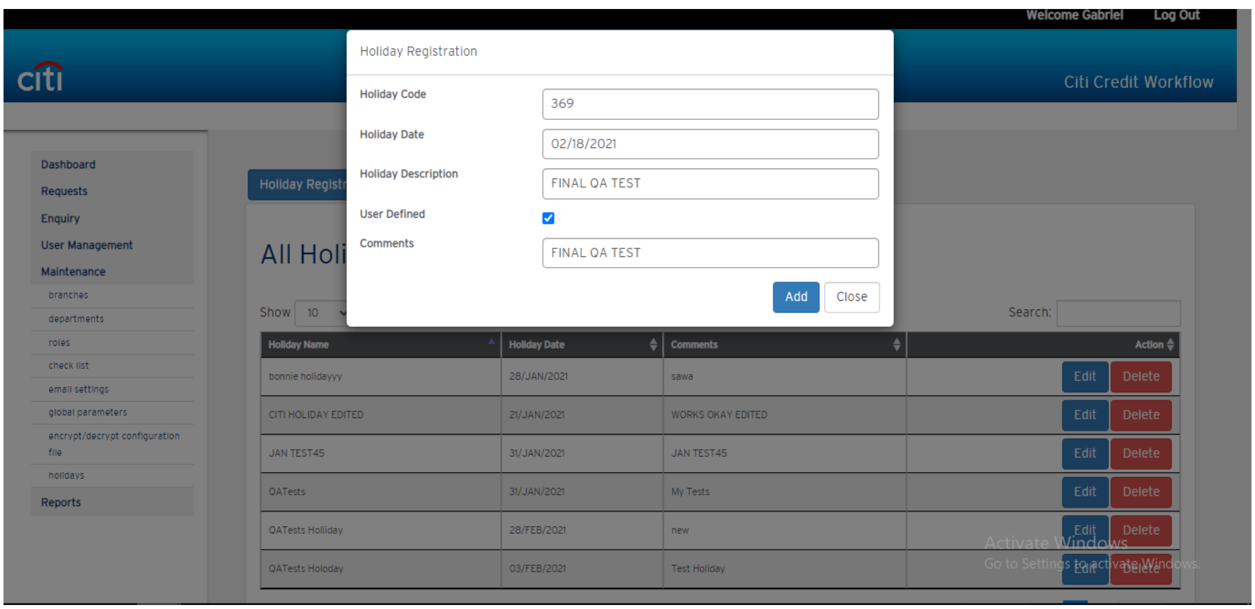
Maintenance of Holidays

This is used to maintain various calendar holidays in the system

To achieve this, go to

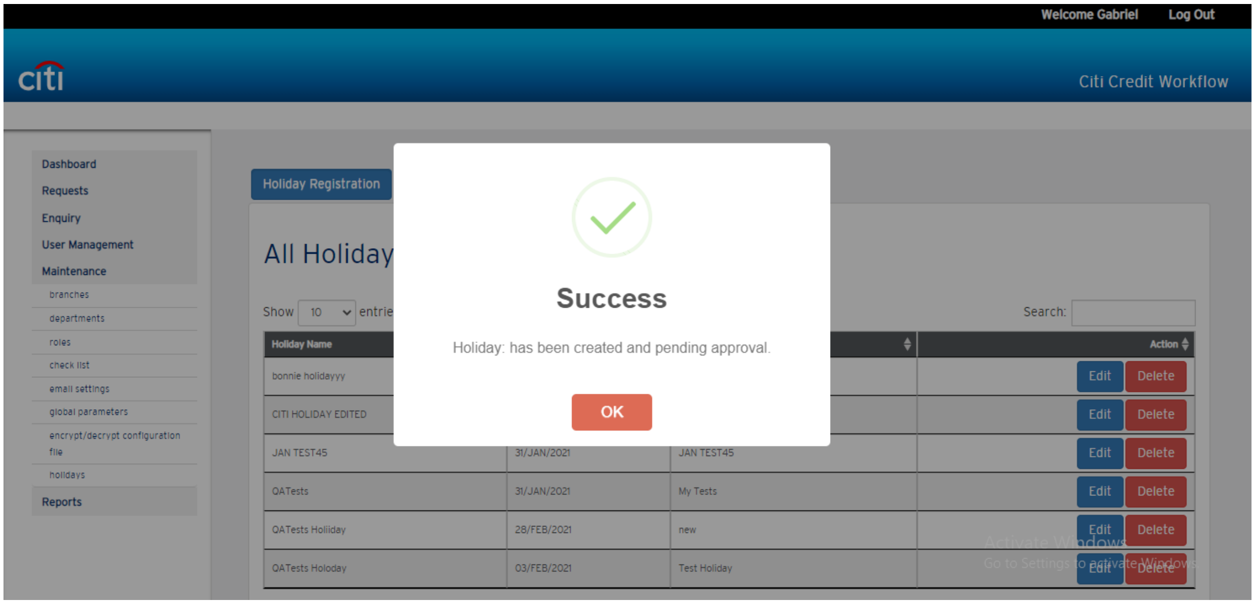
Maintenance Menu> Holidays >Holiday registration

Fill in the records as shown then click add.

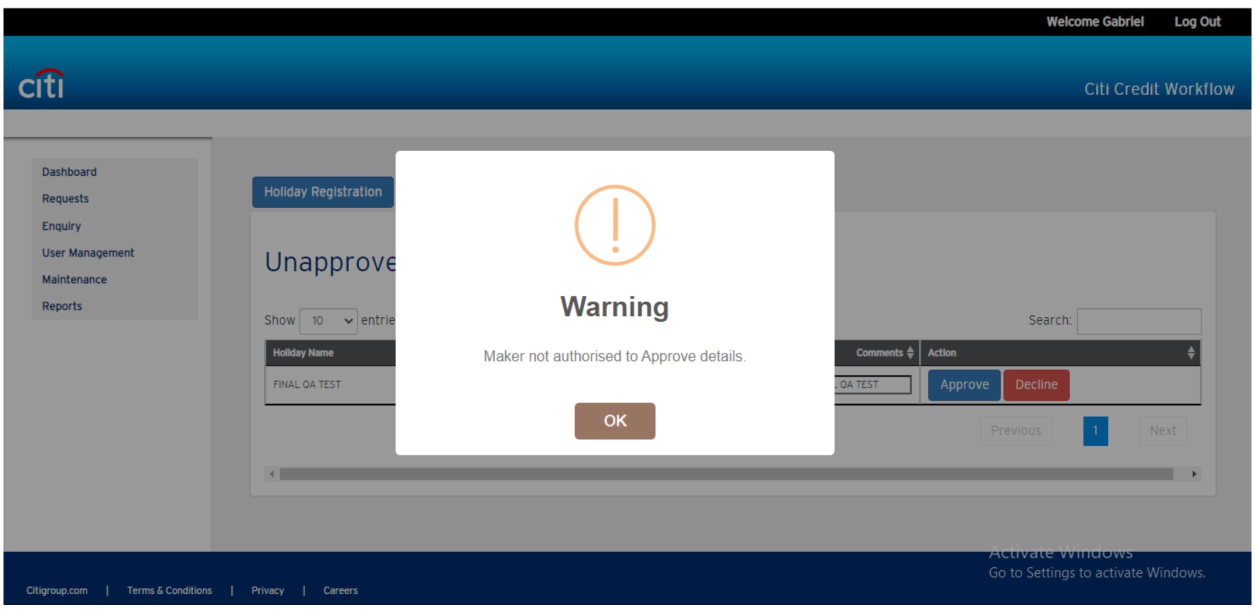


On success,

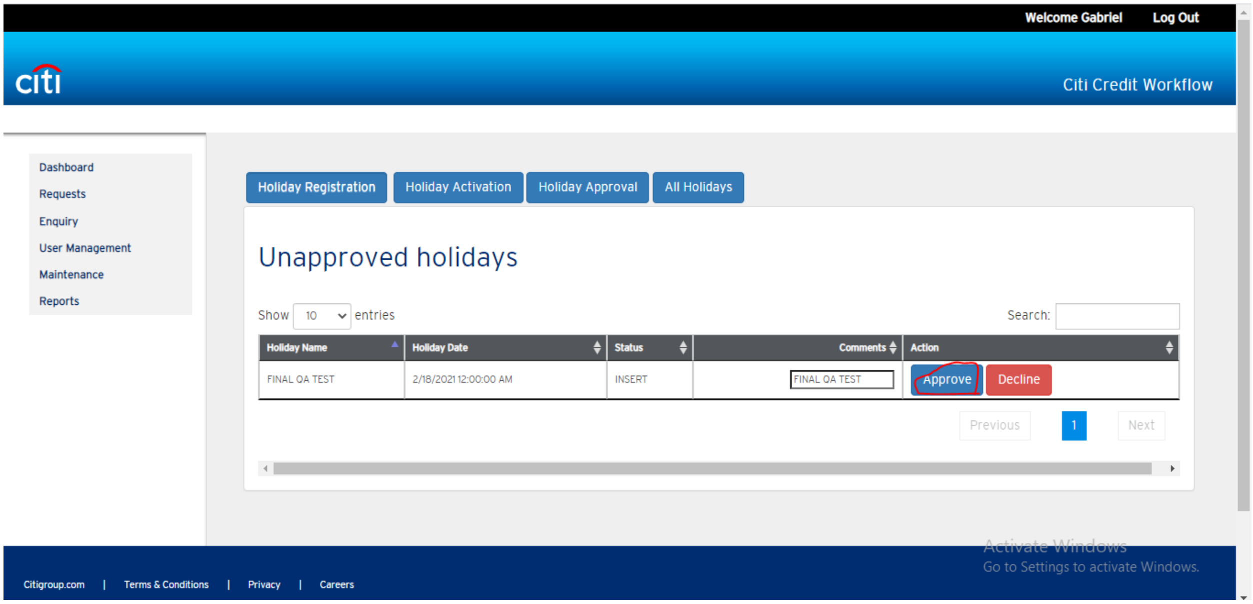
The below will be shown.



Maker checker validation on the same is implemented as shown below.

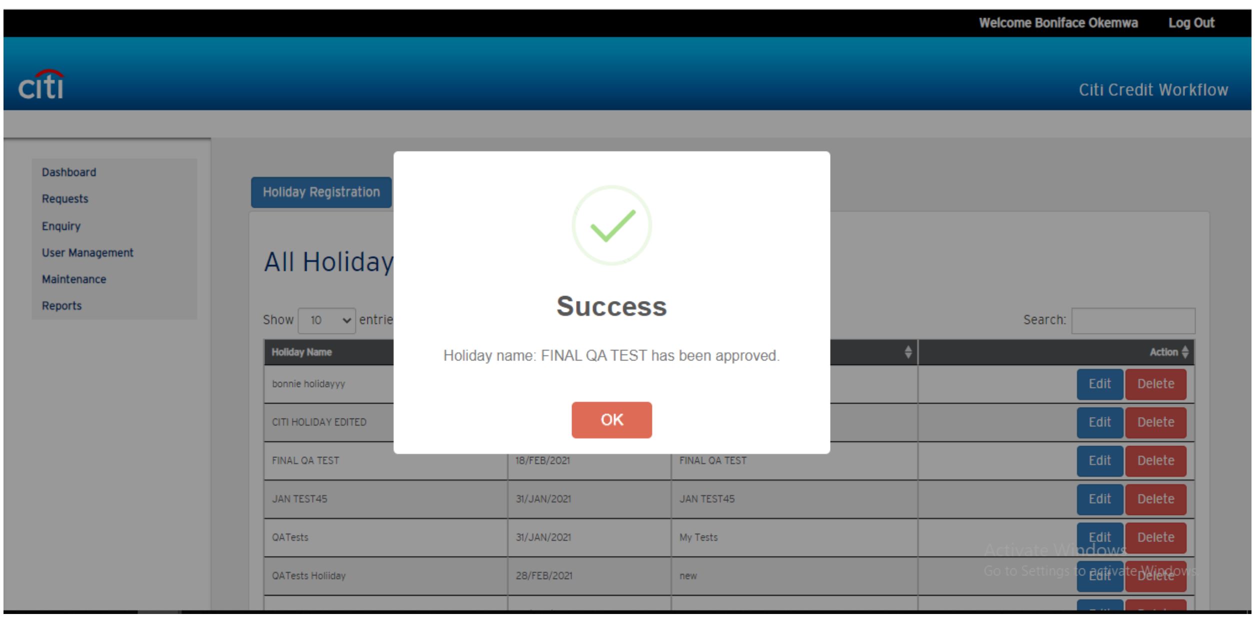


Login with another user and load the unapproved Holidays by clicking on the Holiday Approval Tab as shown.



Click Approve Button to approve the new holiday maintained

On success, the below will be shown.



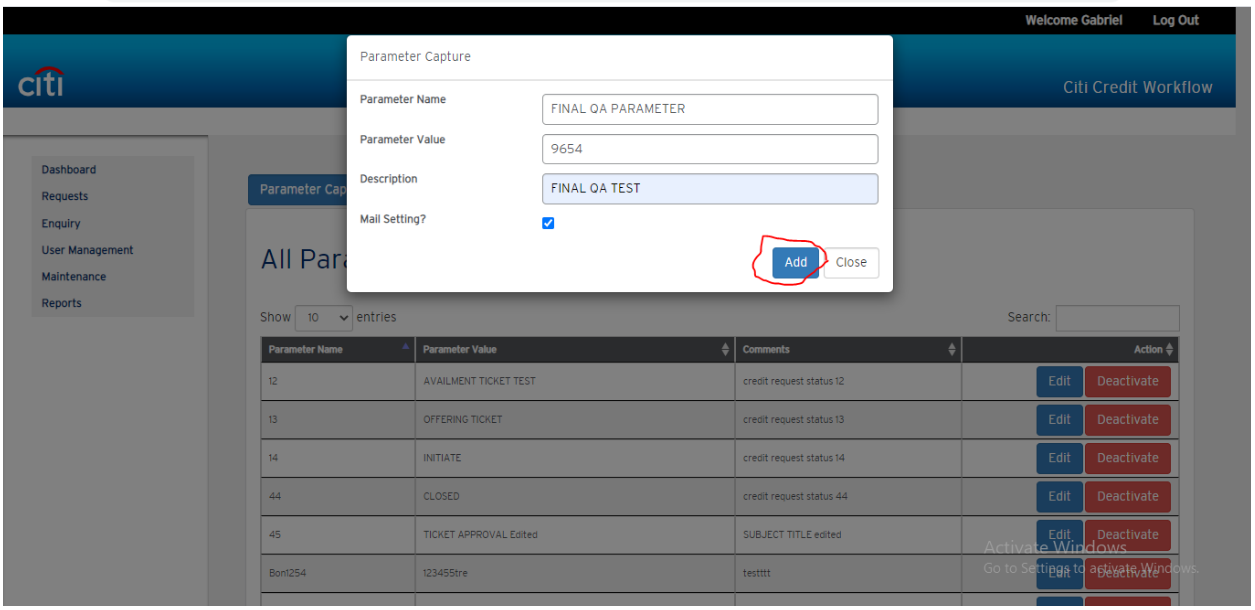
Maintenance of System Parameters

This will be used to maintain system parameters within the application

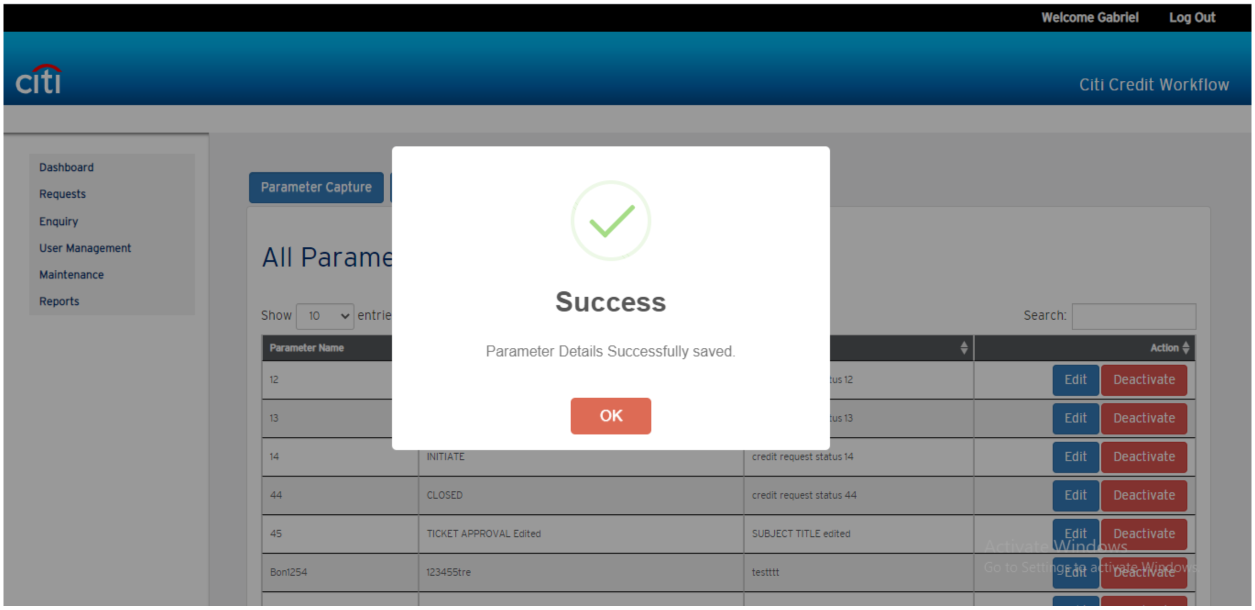
To achieve this, go to

Maintenance Menu >Global parameters > Parameter Capture

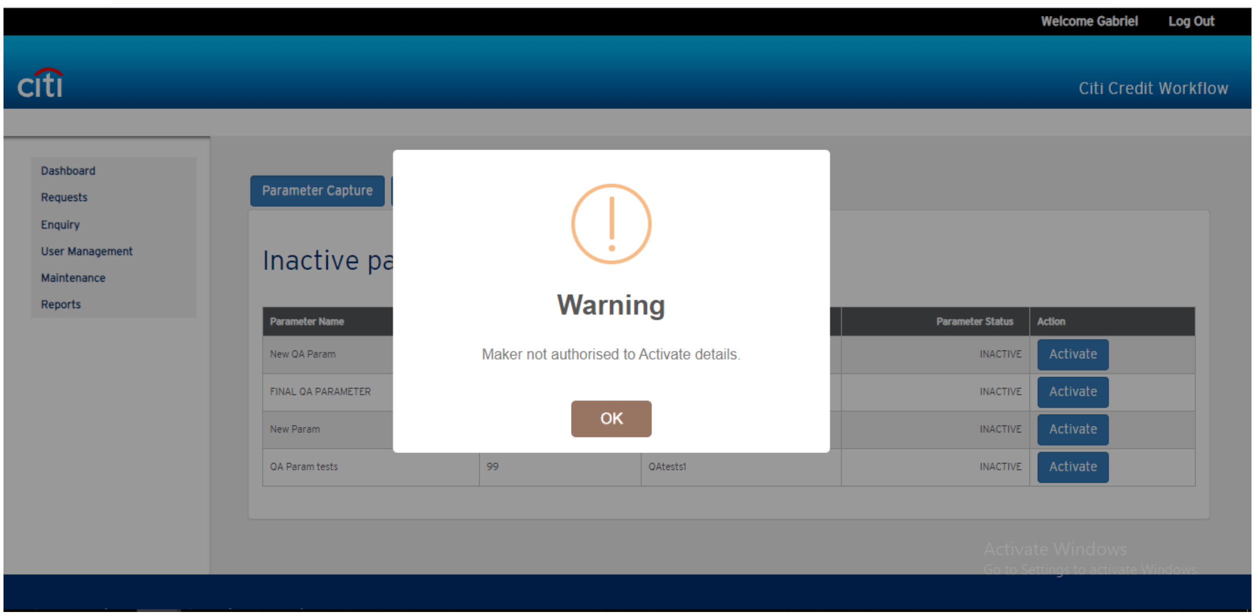
Enter the desired parameters as shown below then click save



On success, the below will popup



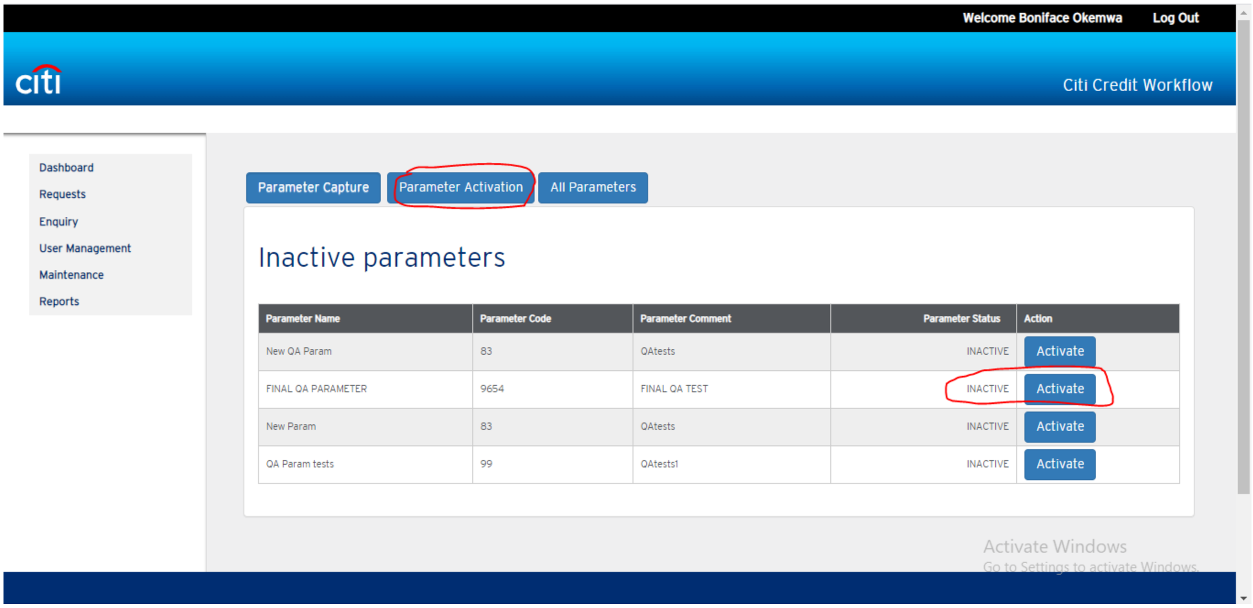
Maker checker on creation/approval is validated as shown below whenever a creator tries to approve the same record.



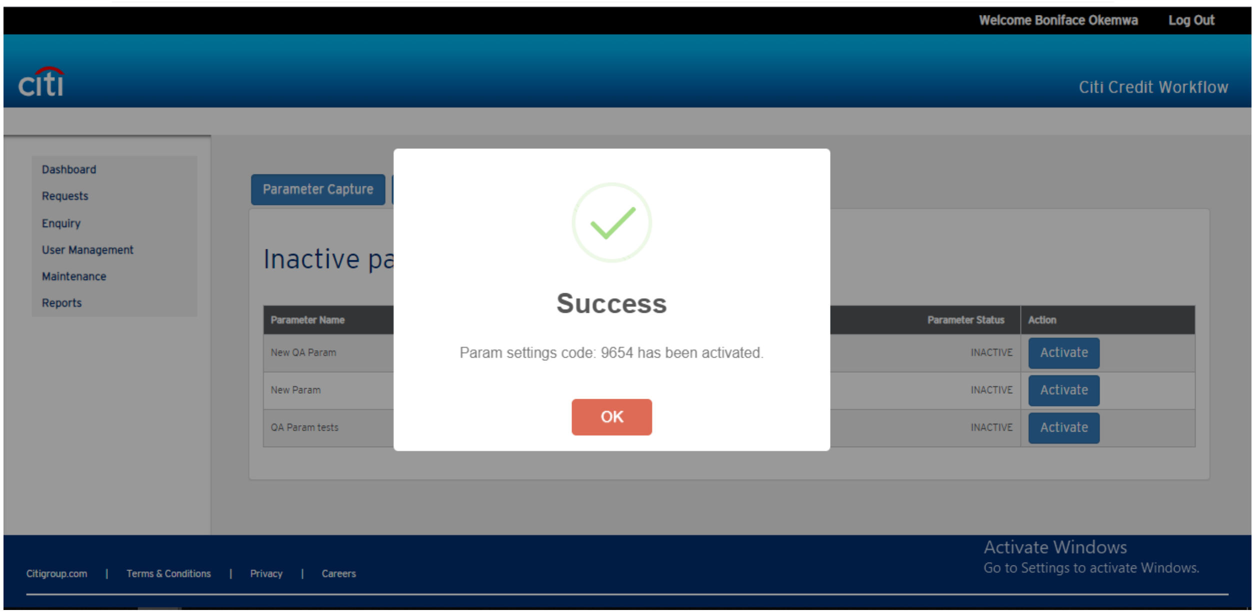
Login as a new user,

Go to maintenance >Global parameters >Parameter Activation

Click Activate



On success, the below will popup.



REQUESTS MODULE

This is the Business module used by initiators to raise tickets to RMS and CRMs for credit ticket approvals.

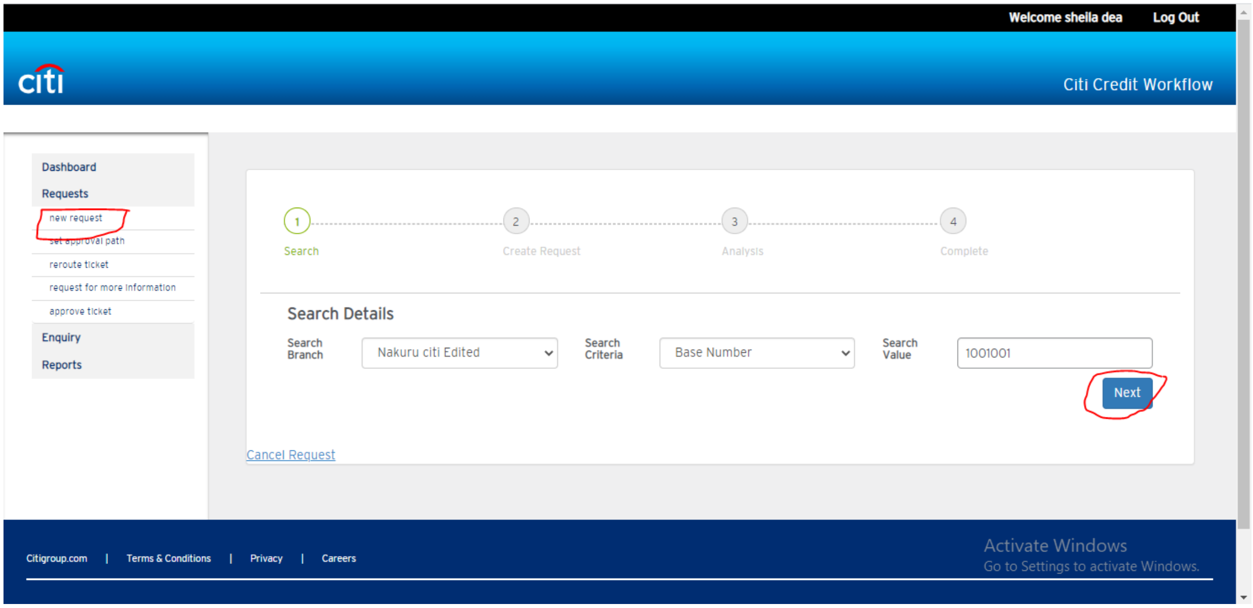
New Request

To raise a new request go to;

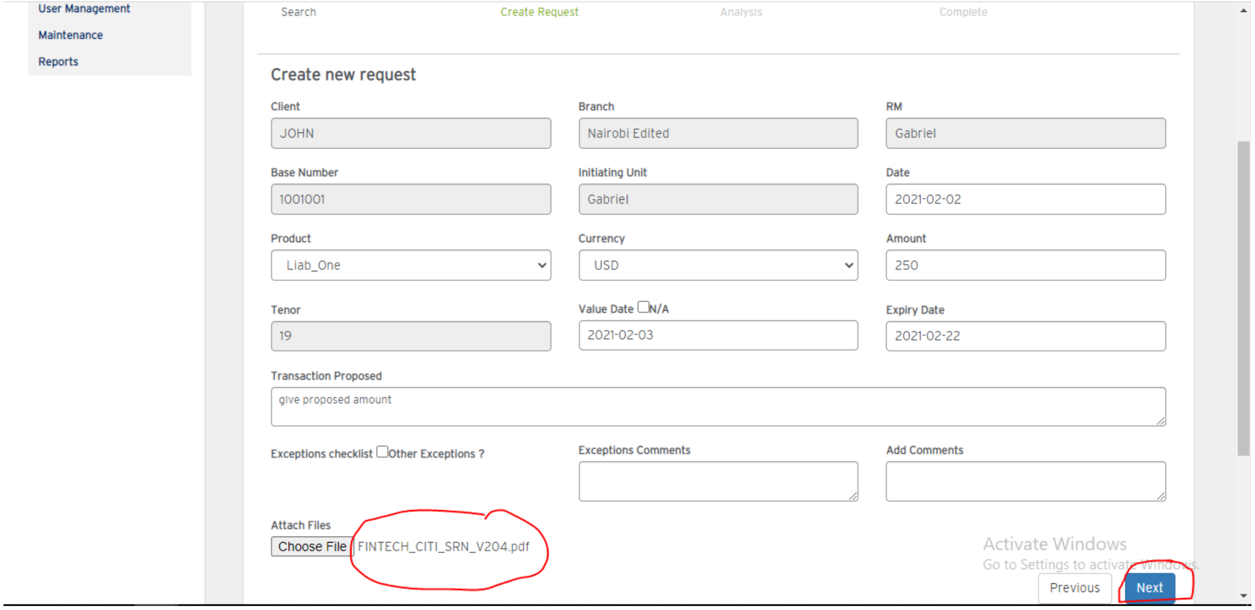
Requests Menu > New Request

Select the Branch, Customer Base Number/Customer Name and input the search value

This will auto populate filtered list where the user can select from

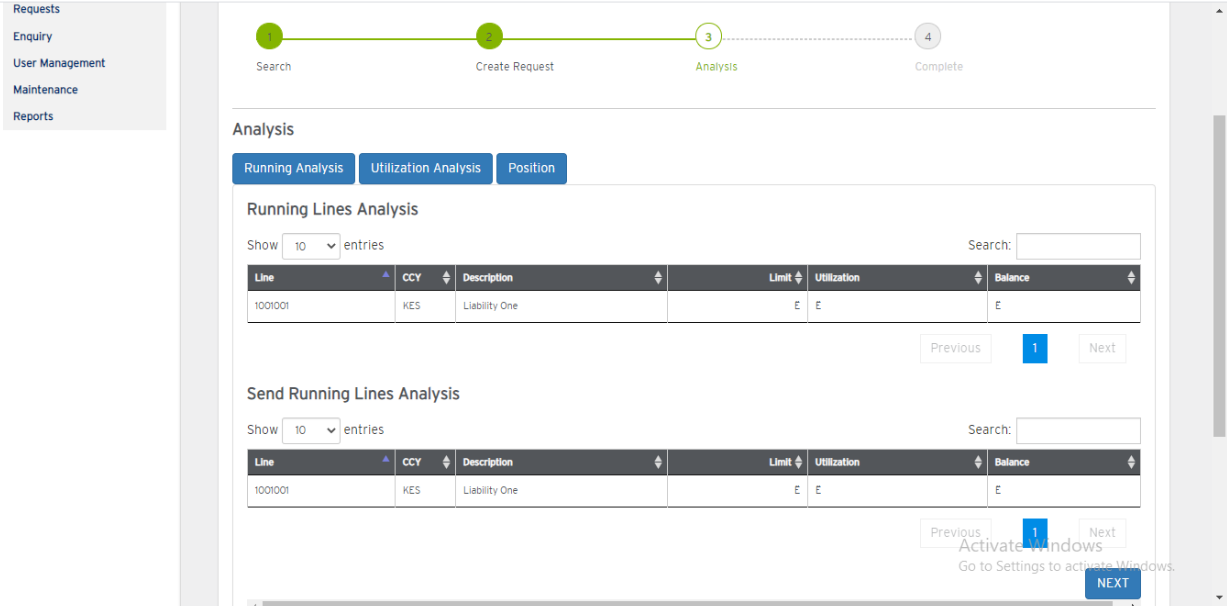


Click Next to take you on the second screen as shown below



Select the transaction currency, Amount, value date and expiry dates, Proposed Transactions and attachments if any as shown above

Click Next to see the next page with running line analysis

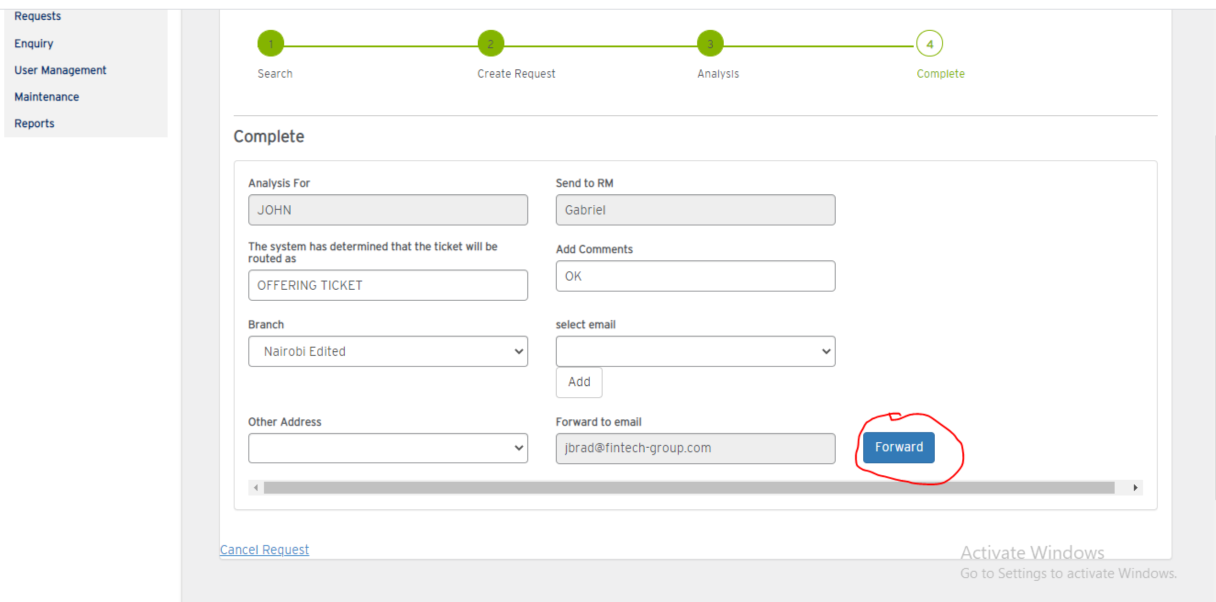


Click Next to go to the last completion page

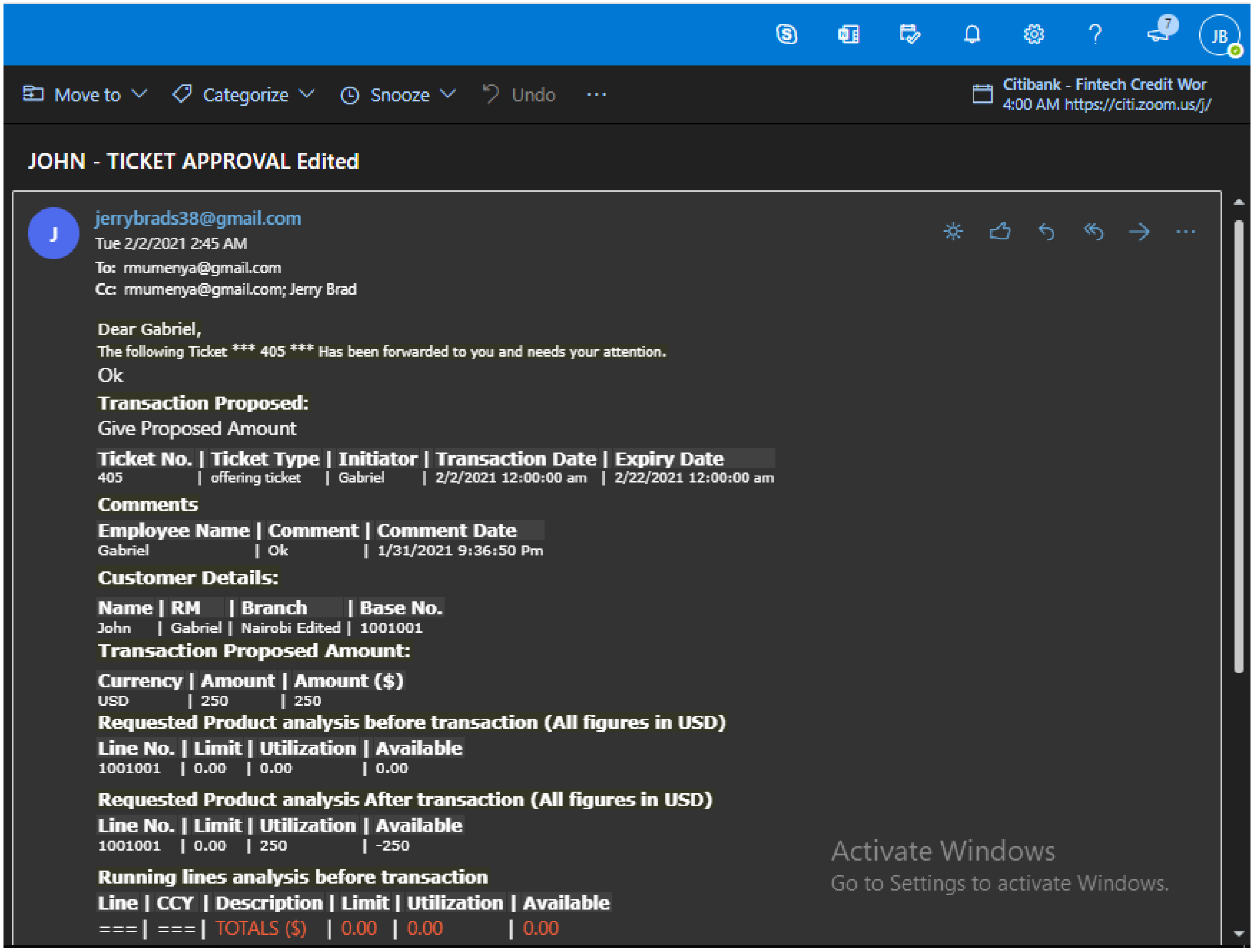
Give in brief comments, User Email address

Click add to effect the email of the selected user

Click forward to complete the transaction



An email with same details as shown below is sent as an alert to the relevant RM for action



Move to | Categorize | Snooze | Undo | ...

Citibank - Fintech Credit Wor
4:00 AM https://citi.zoom.us/j/

JOHN - TICKET APPROVAL Edited

jerrybrads38@gmail.com
Tue 2/2/2021 2:45 AM
To: rmumenya@gmail.com
Cc: rmumenya@gmail.com; Jerry Brad

Dear Gabriel,
The following Ticket *** 405 *** Has been forwarded to you and needs your attention.
Ok

Transaction Proposed:
Give Proposed Amount

Ticket No.	Ticket Type	Initiator	Transaction Date	Expiry Date
405	offering ticket	Gabriel	2/2/2021 12:00:00 am	2/22/2021 12:00:00 am

Comments

Employee Name	Comment	Comment Date
Gabriel	Ok	1/31/2021 9:36:50 Pm

Customer Details:

Name	RM	Branch	Base No.
John	Gabriel	Nairobi Edited	1001001

Transaction Proposed Amount:

Currency	Amount	Amount ($)
USD	250	250

Requested Product analysis before transaction (All figures in USD)

Line No.	Limit	Utilization	Available
1001001	0.00	0.00	0.00

Requested Product analysis After transaction (All figures in USD)

Line No.	Limit	Utilization	Available
1001001	0.00	250	-250

Running lines analysis before transaction

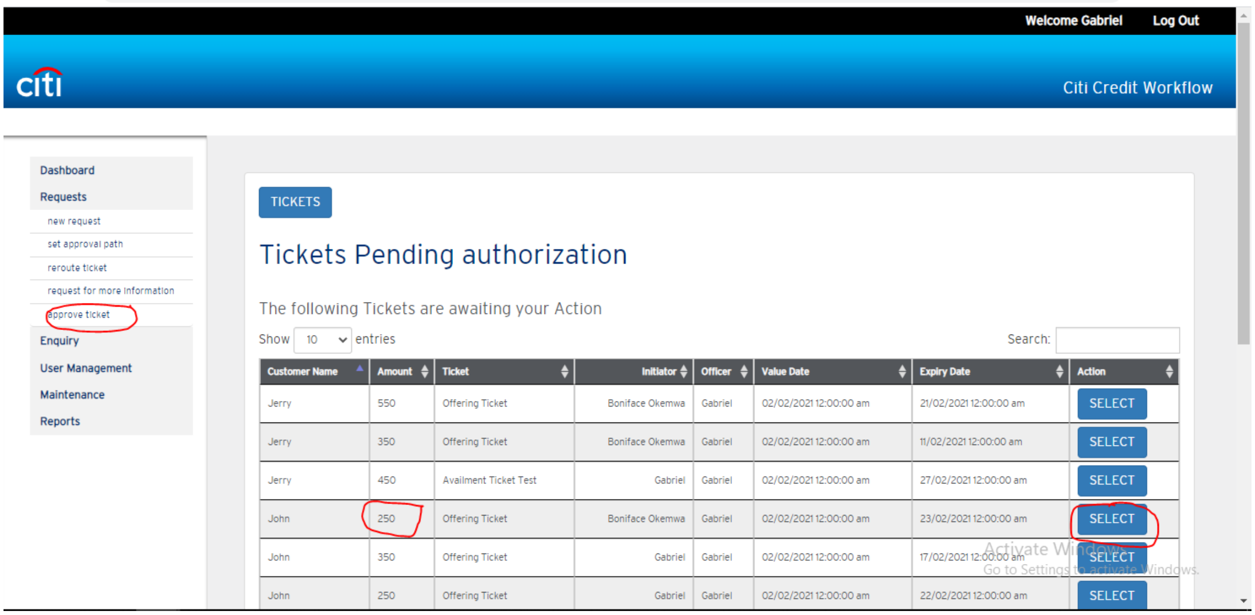
Line	CCY	Description	Limit	Utilization	Available
===	===	TOTALS ($)	0.00	0.00	0.00

Activate Windows
Go to Settings to activate Windows.

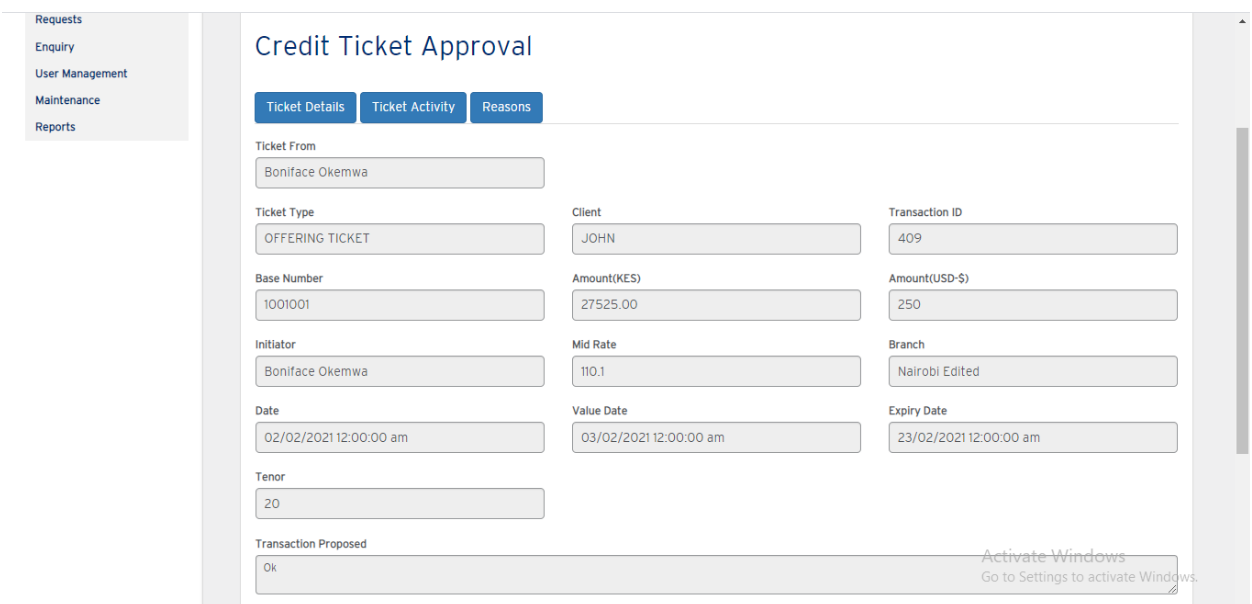
Tickets Approval

Login as an RM,

Go to Requests Menu > Reroute Ticket >Select the desired ticket



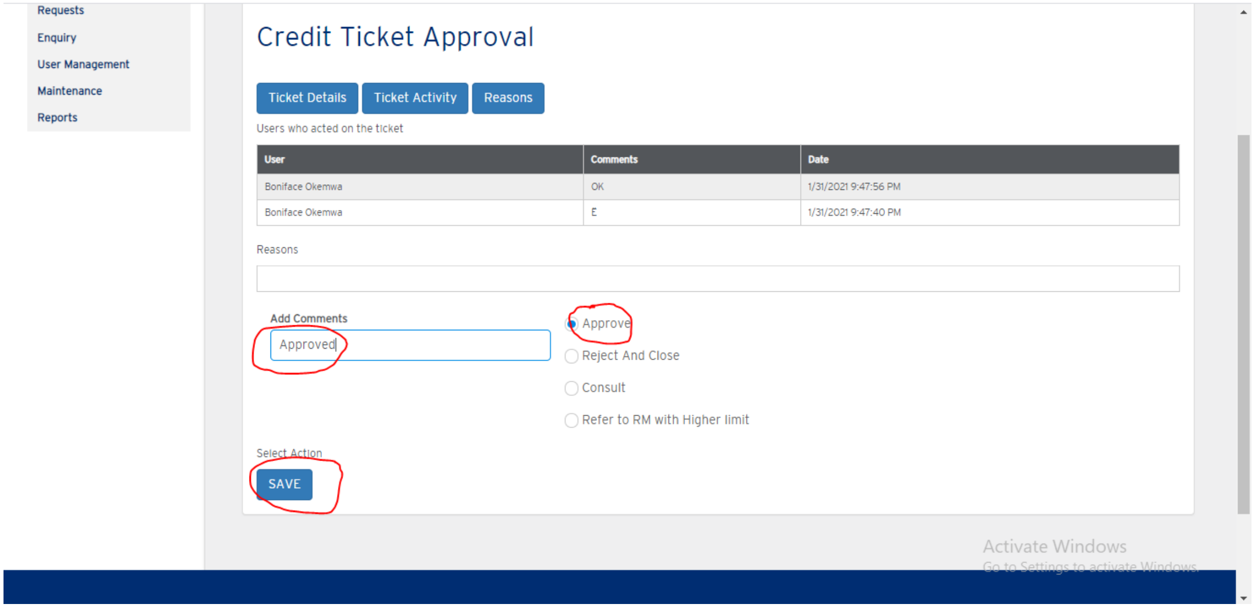
Ticket details page will have the details shown below



Approve Ticket

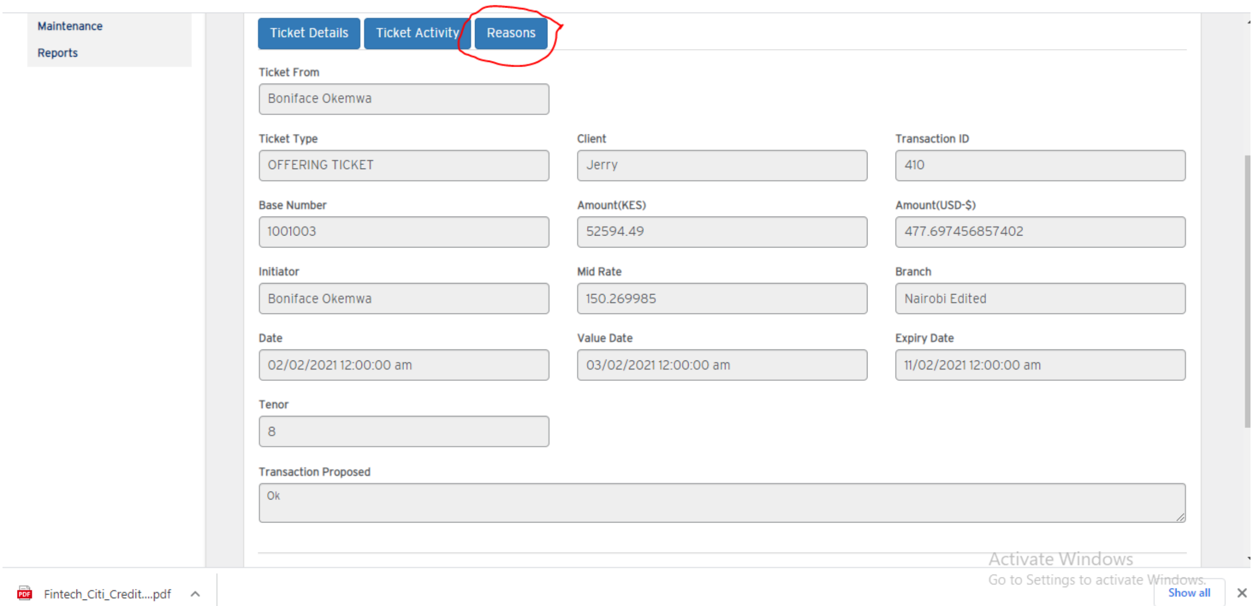
To approve, go to reasons tab;

Give brief comments, check Approve checkbox and click save.

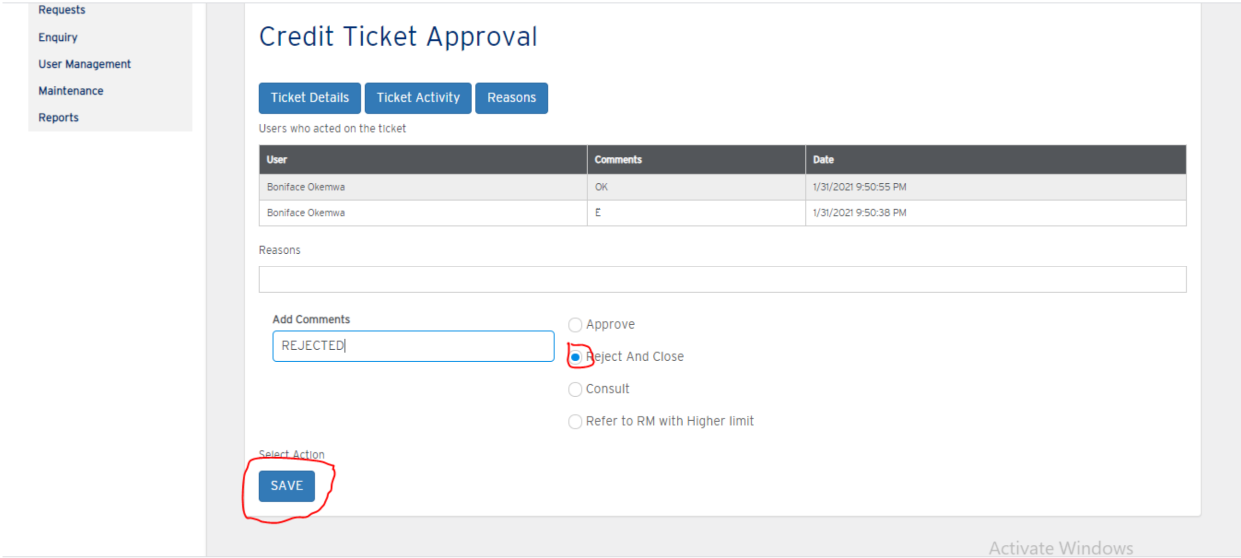


Rejection of a ticket

-Click reasons tab,



Select Reject and close then click save.



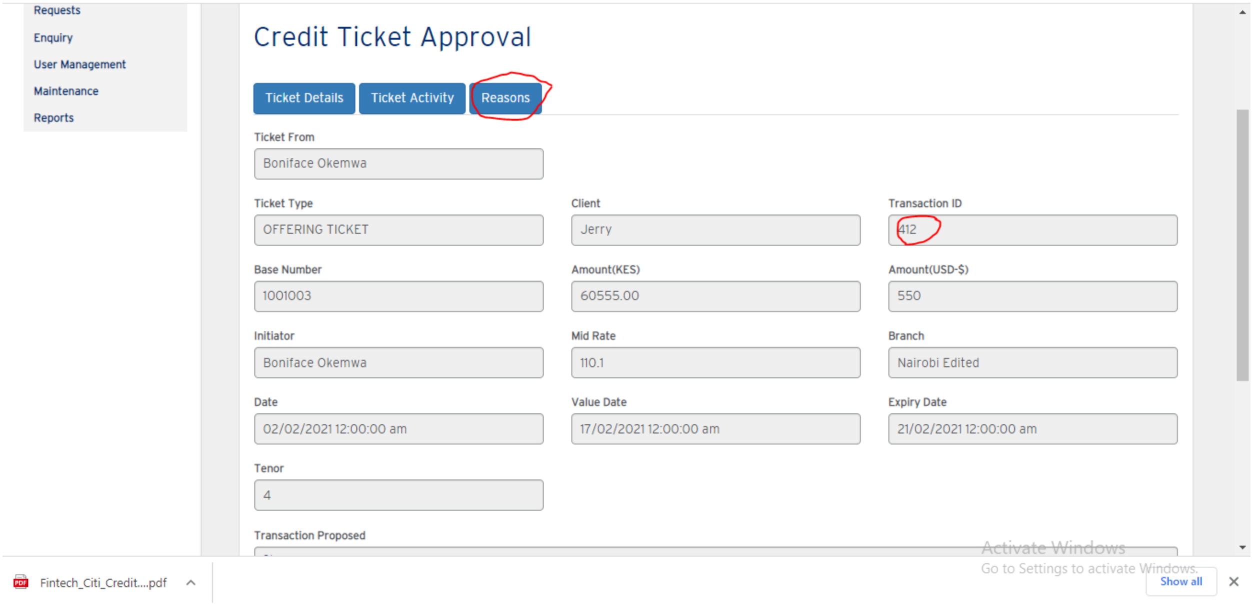
Ticket Consultation

This feature allows consultations between RMS prior to approving any tickets.

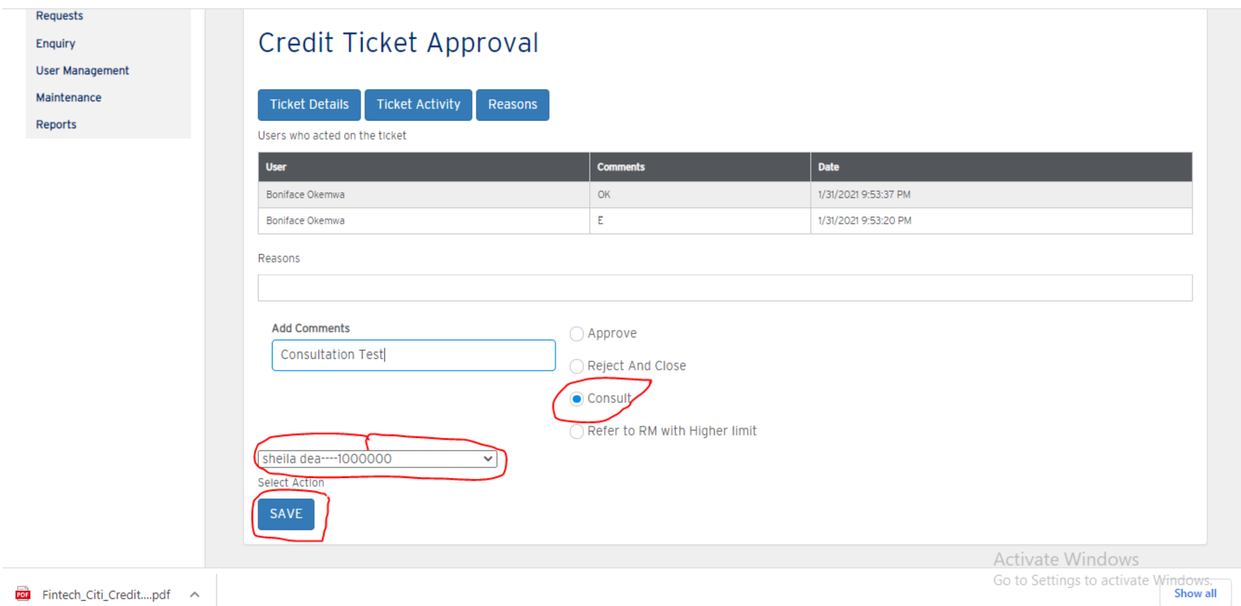
To achieve this go to;

Requests Menu > Approve ticket > select the desired ticket

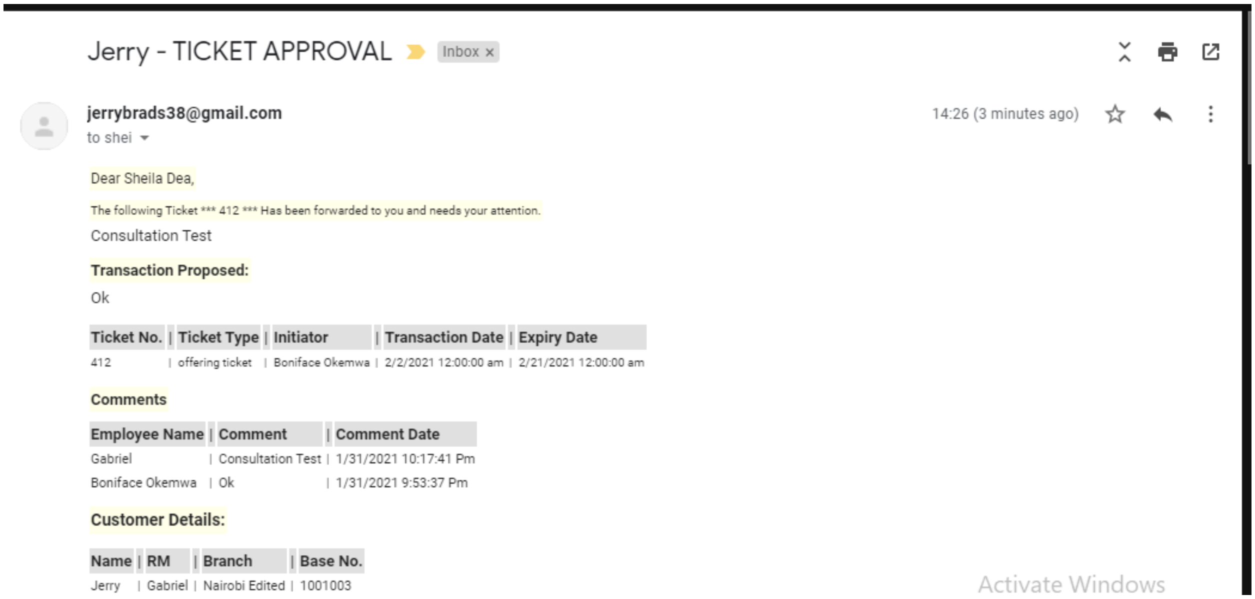
Click reasons tab as shown below



Select Consult option and under comments give the consultation remarks, select RM to be consulted then click save.



The RM who has been consulted will receive a mail alert as shown below,



Jerry - TICKET APPROVAL Inbox ×

jerrybrads38@gmail.com
to shei

14:26 (3 minutes ago)

Dear Sheila Dea,

The following Ticket *** 412 *** Has been forwarded to you and needs your attention.

Consultation Test

Transaction Proposed:

Ok

Ticket No.	Ticket Type	Initiator	Transaction Date	Expiry Date
412	offering ticket	Boniface Okemwa	2/2/2021 12:00:00 am	2/21/2021 12:00:00 am

Comments

Employee Name	Comment	Comment Date
Gabriel	Consultation Test	1/31/2021 10:17:41 Pm
Boniface Okemwa	Ok	1/31/2021 9:53:37 Pm

Customer Details:

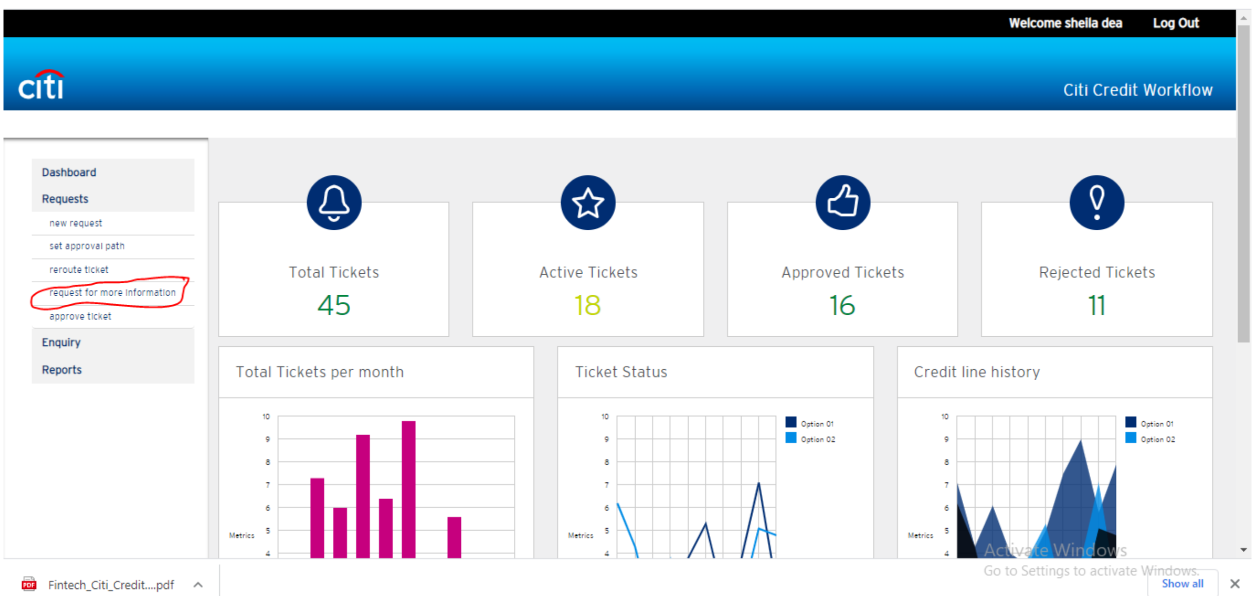
Name	RM	Branch	Base No.
Jerry	Gabriel	Nairobi Edited	1001003

Activate Windows

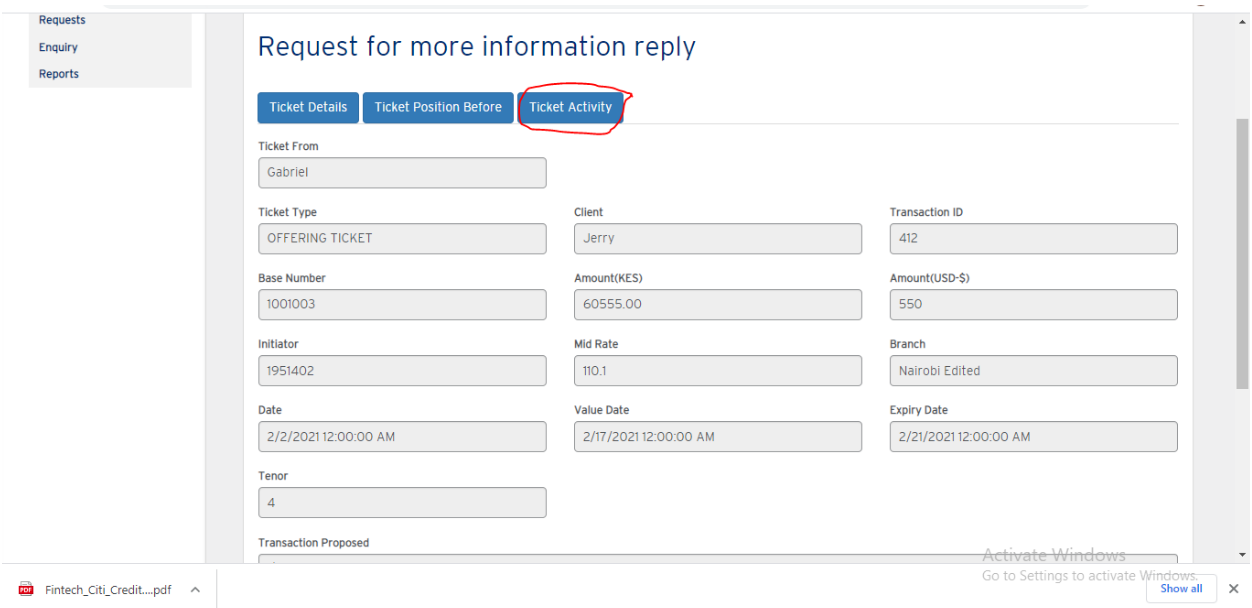
To Respond to a consultation, Go to

Under Requests Menu > Request for more information as shown below

Select the desired ticket you wish to respond on from the awaiting consultation credit list

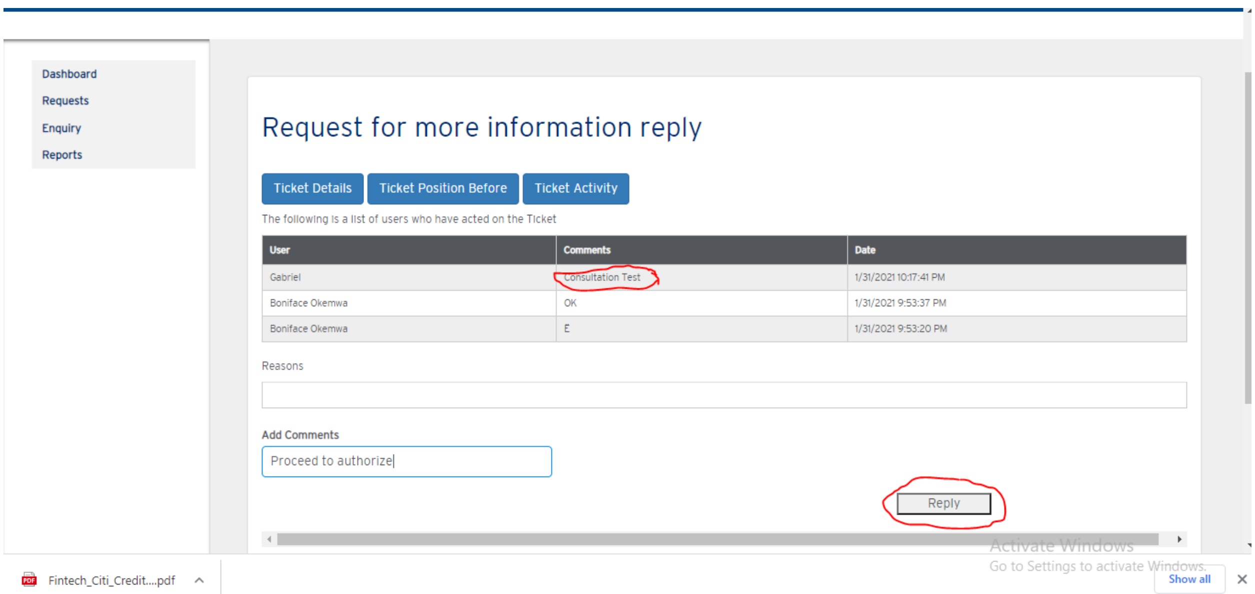


Click Ticket activity tab as shown below

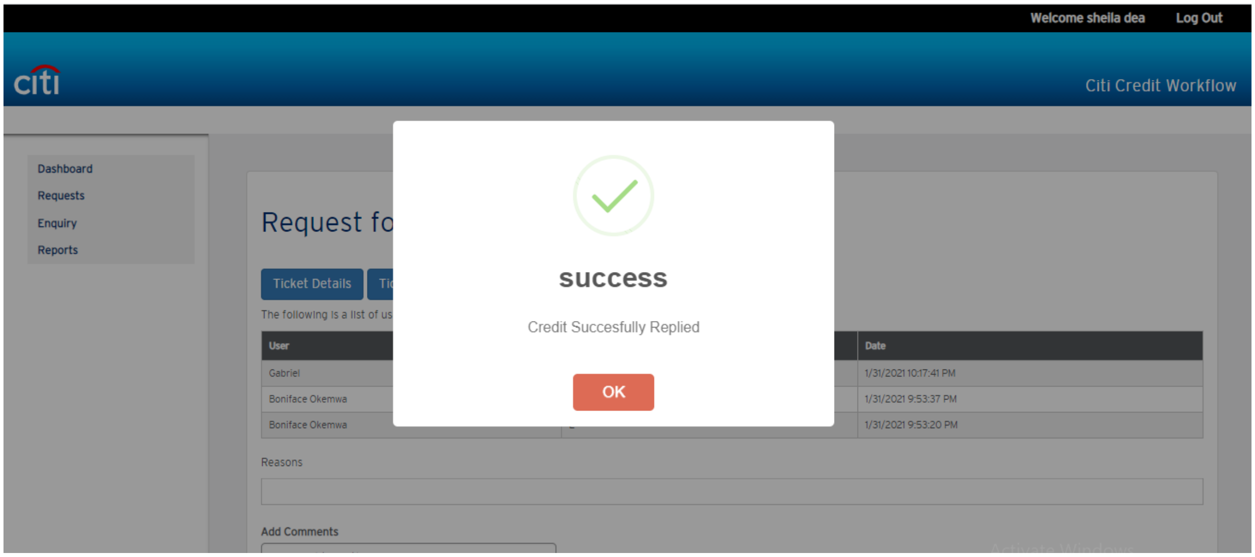


From ticket activity you will be able to visualize the remarks on that consultation

Respond by replying in the comments box then click Reply

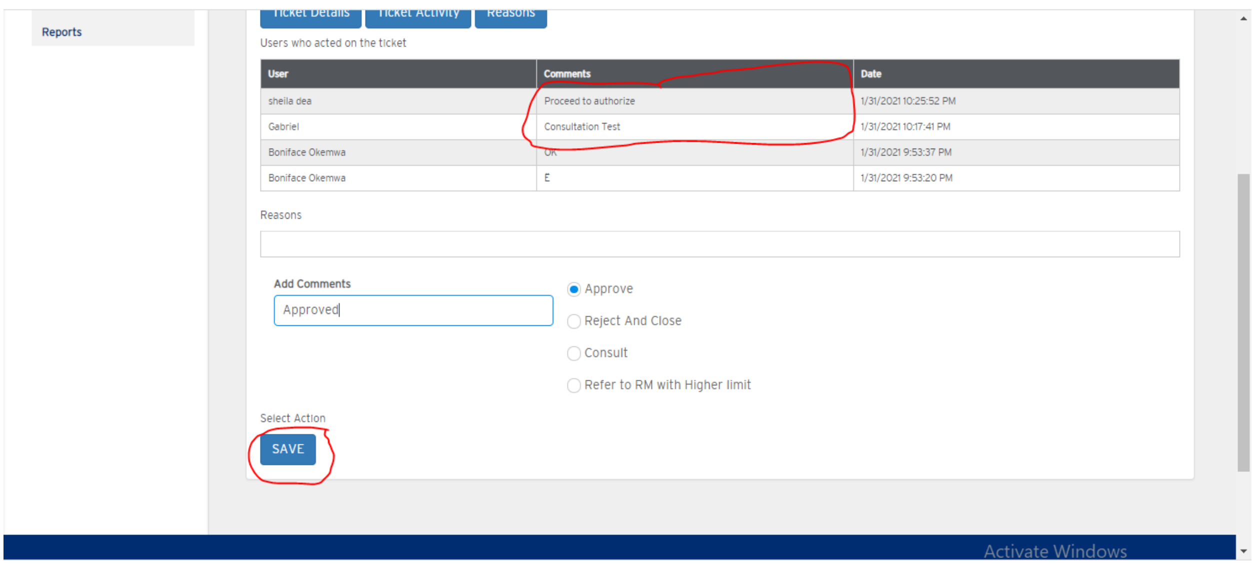


On success, the below will be shown



Login back as the RM who did a consultation,

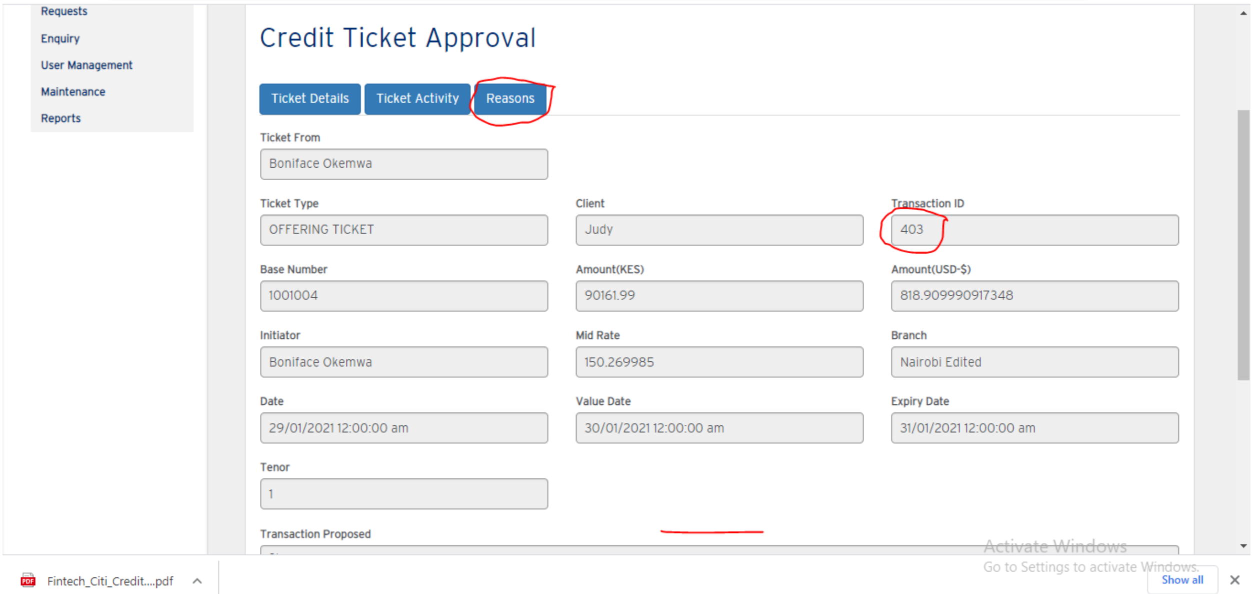
The response will be visible as shown below from the list of applications pending approval



Click Approve and save.

Ticket Referral

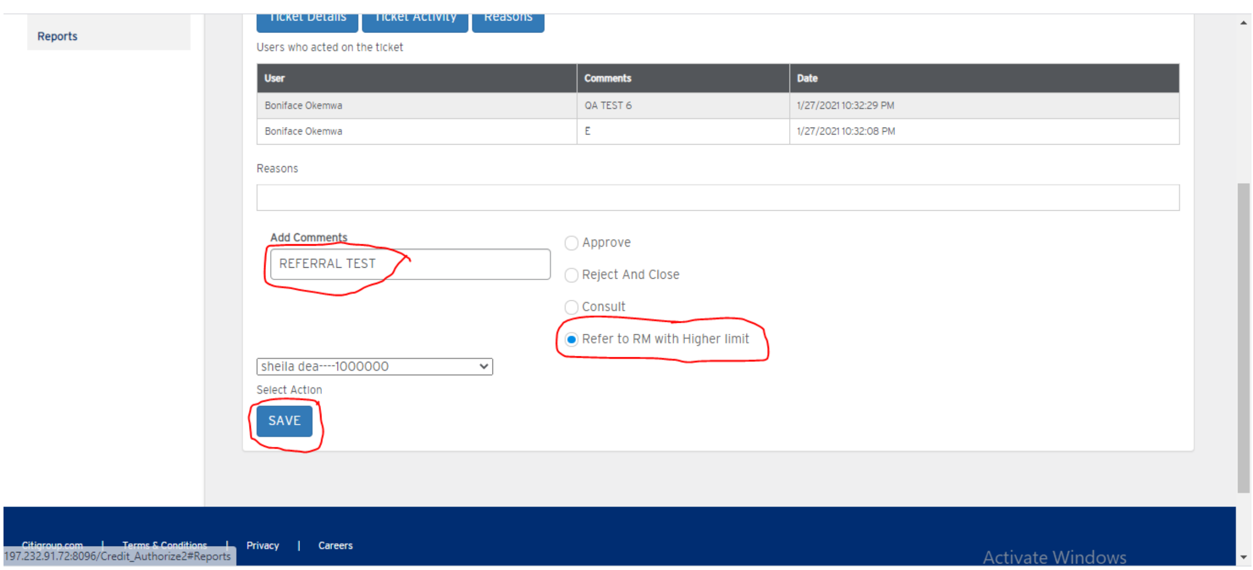
This feature allows for an RM with a lower limit to forward a transaction to another RM with a higher limit.



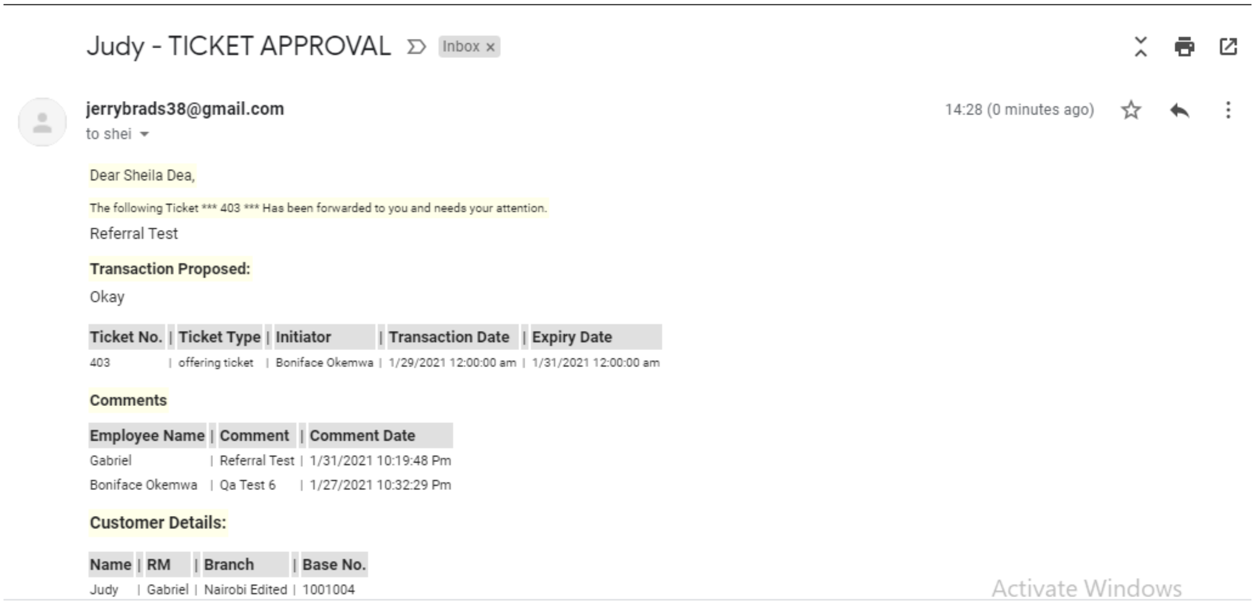
To achieve this,

Under Tickets Approval, Click Reasons Tab as shown above

Give Brief comments then select the desired RM to refer to, Radio Button for refer to RM with higher Limit then click save.

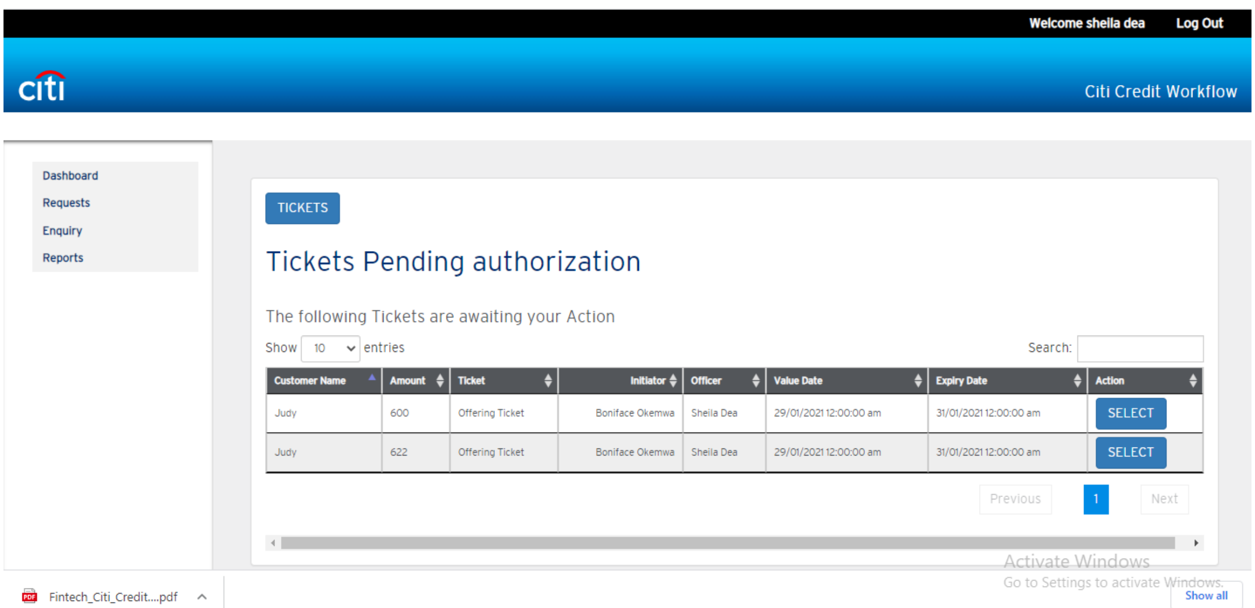


The RM being referred to will receive an acknowledgement mail alert seeking their action on the same as shown below.



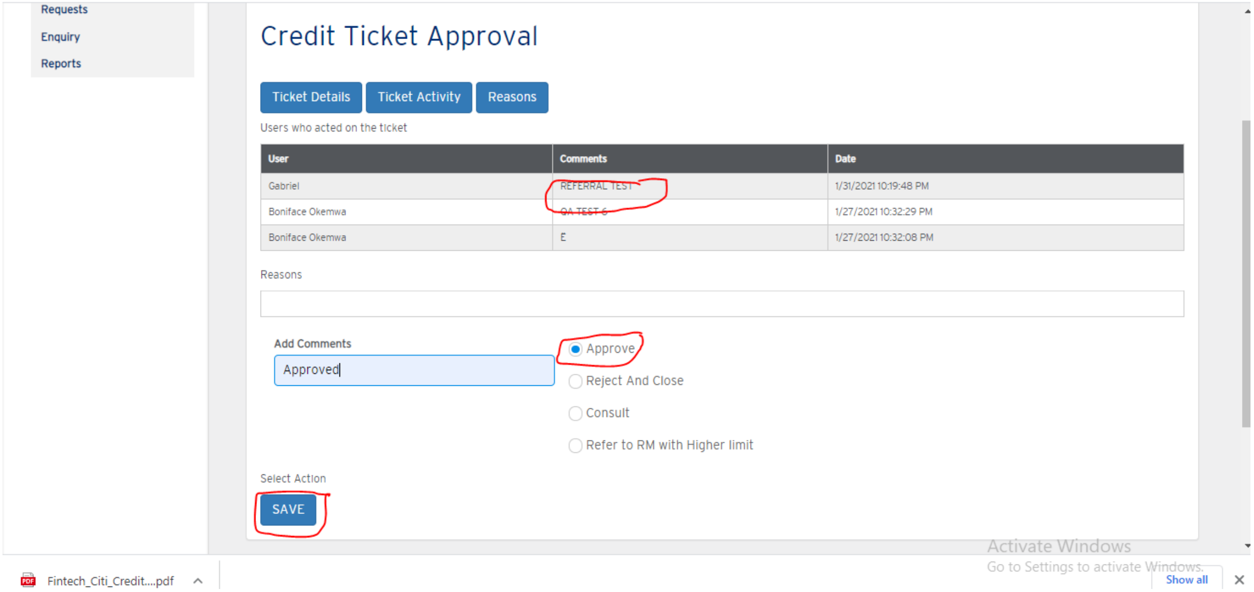
Under Approval List,

The RM can proceed to select and authorize the transaction as shown below.



To approve,

Click Approve and then save.



Ticket Rerouting

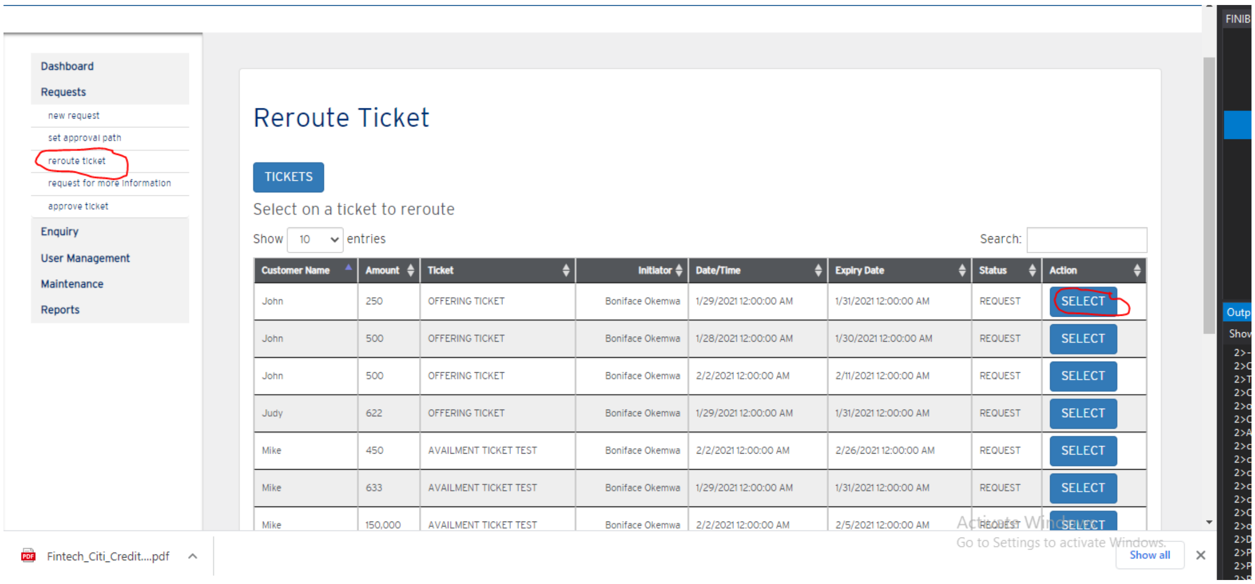
This system feature is used by initiators to redirect an unauthorized ticket to a different RM in the event the original RM assigned is not available.

To achieve this, go to;

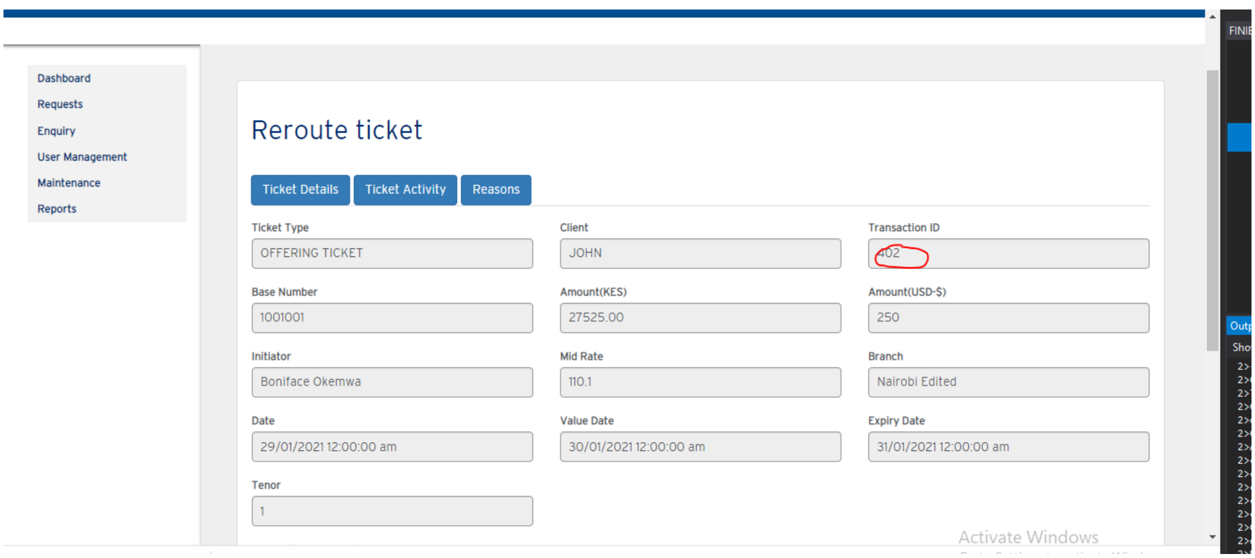
Requests Menu > Reroute Ticket

This list will have an initiator's tickets that can be re-routed,

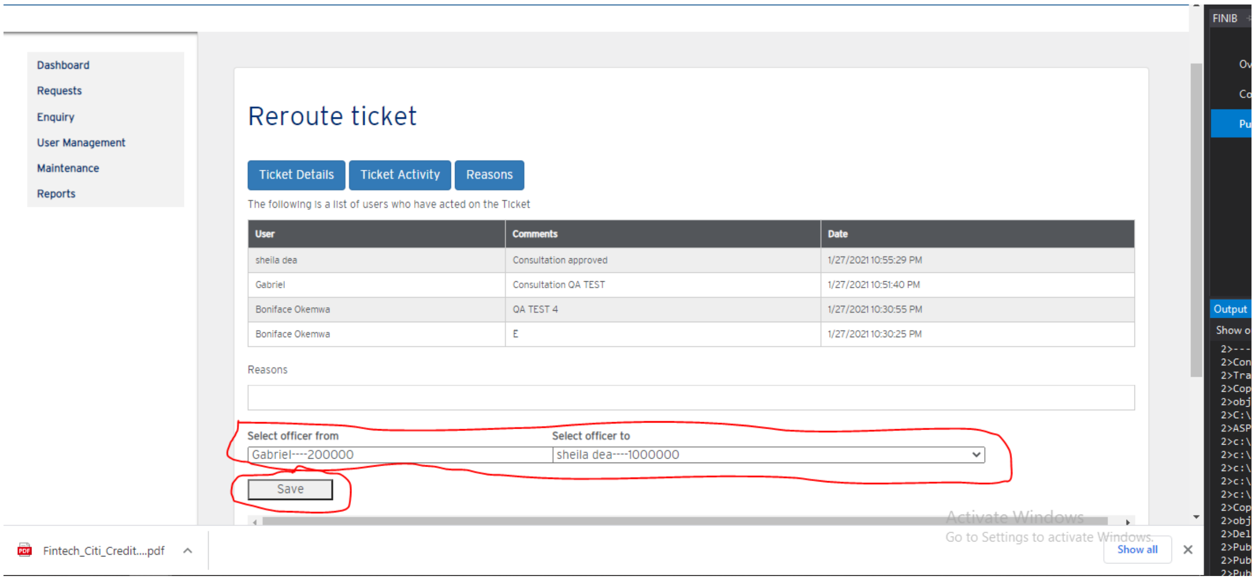
Select any.



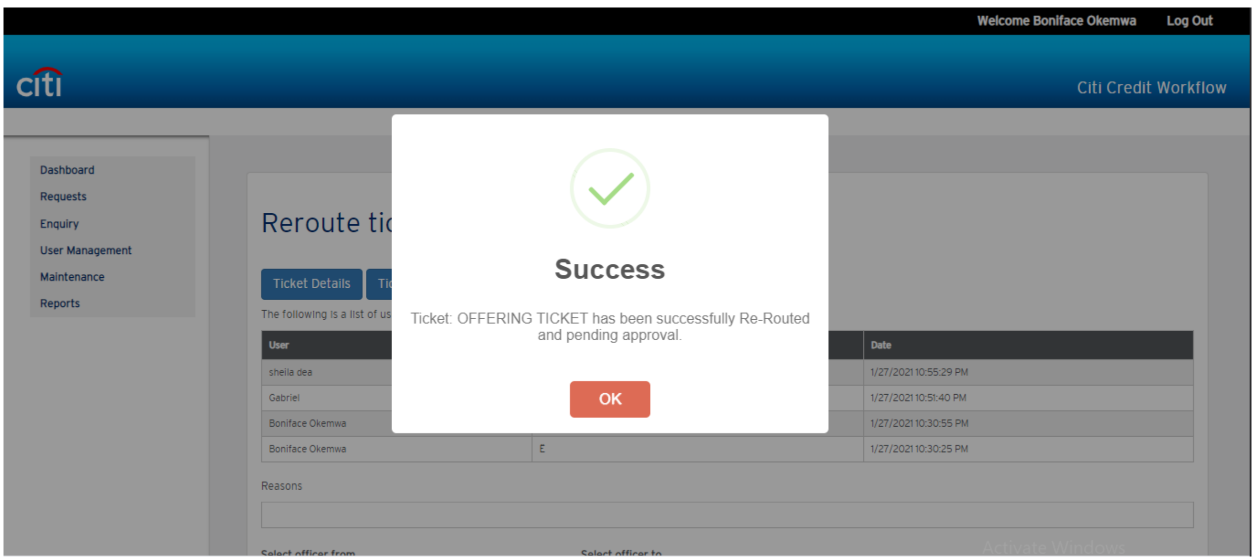
Go to Reasons Tab



Select the RM officer to Reroute from and the officer to reroute to then click save



On success, the below will be shown.



An email alert is sent to the RM who the ticket has been rerouted to prompting for their action as shown below,

to shei, rmumenya

Dear Sheila Dea,

The following Ticket *** 402 *** Has been forwarded to you and needs your attention.

Transaction Proposed:

Qa Test 66

Ticket No.	Ticket Type	Initiator	Transaction Date	Expiry Date
402	offering ticket	Boniface Okemwa	1/29/2021 12:00:00 am	1/31/2021 12:00:00 am

Comments

Employee Name	Comment	Comment Date
Sheila Dea	Consultation Approved	1/27/2021 10:55:29 Pm
Gabriel	Consultation Qa Test	1/27/2021 10:51:40 Pm
Boniface Okemwa	Qa Test 4	1/27/2021 10:30:55 Pm

Customer Details:

Name	RM	Branch	Base No.
John	Gabriel	Nairobi Edited	1001001

Transaction Proposed Amount:

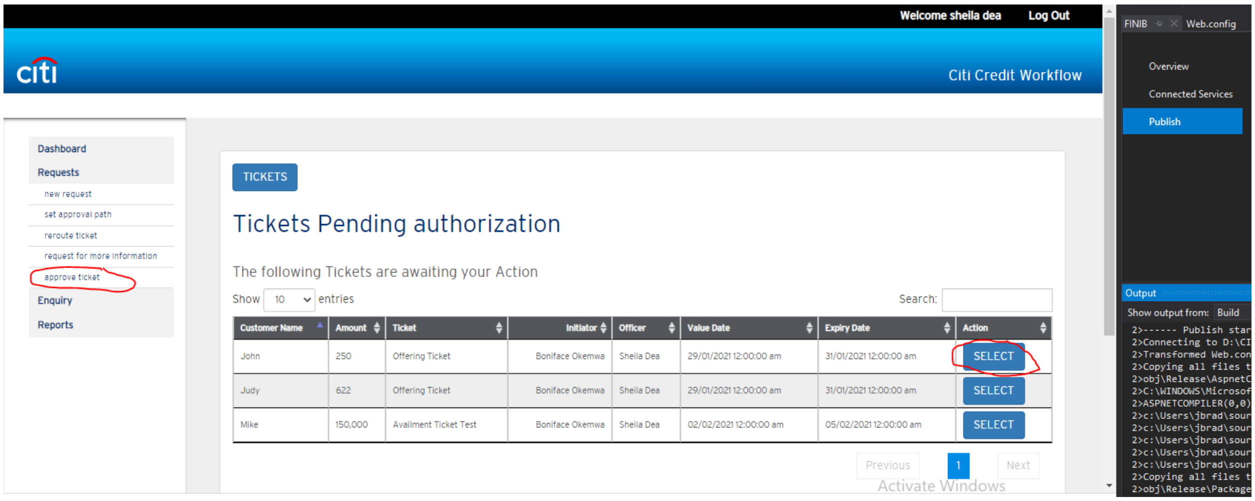
Currency	Amount	Amount ($)
USD	250	250

Requested Product analysis before transaction (All figures in USD)

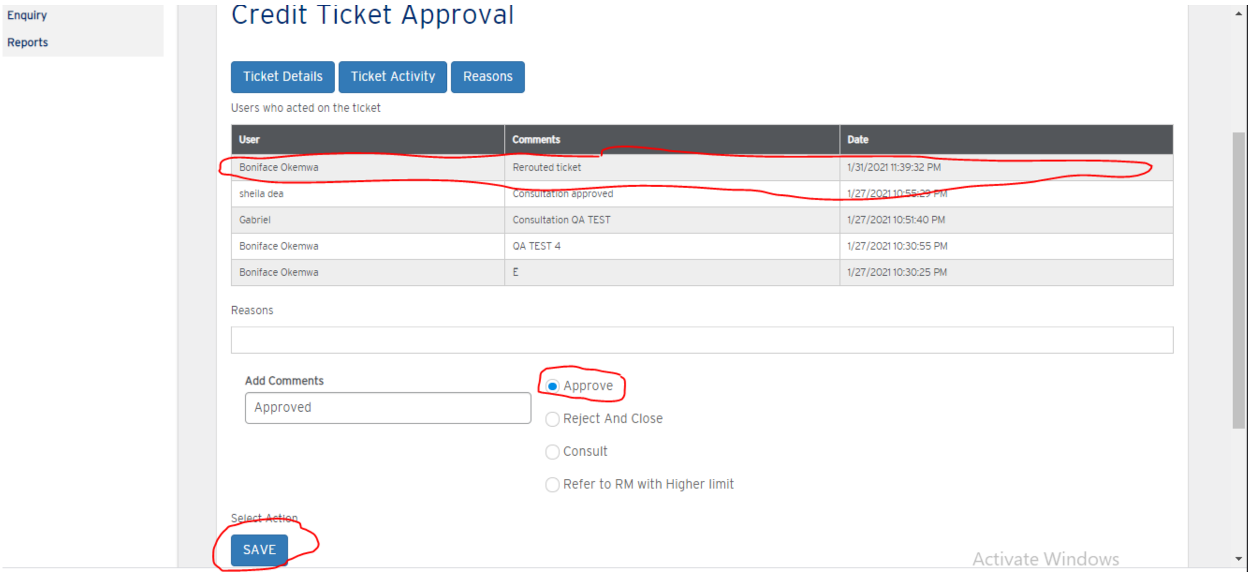
To approve the rerouted Ticket,

Go to;

Requests Menu> approve ticket >Select the ticket



Under reasons tab, you will be able to tell that the ticket has been rerouted to you as shown below;



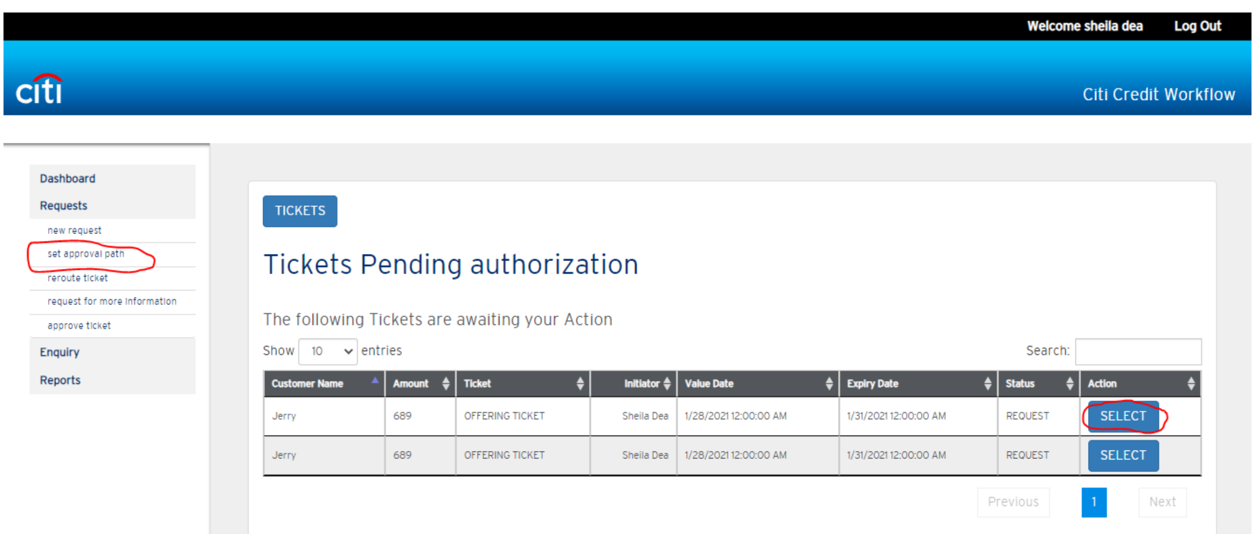
To authorize the re-routed ticket, Click Approve then click save.

Setting Approval Path

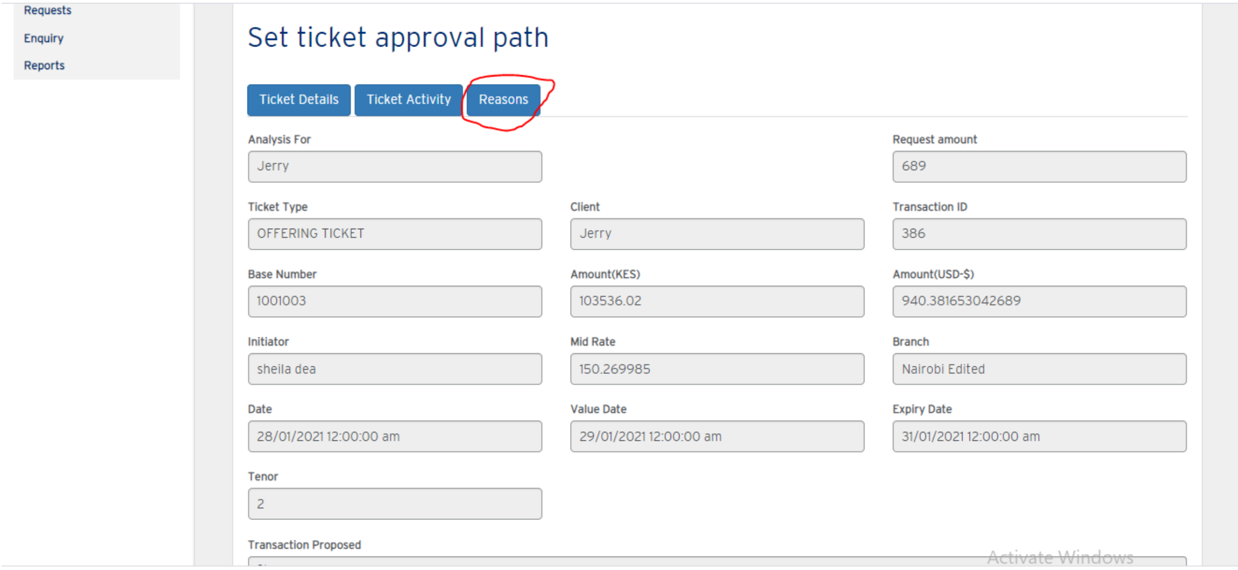
This system feature helps RMs to approve unauthorized tickets,

To achieve this go to;

Requests Menu > set Approval path >Select the associated Ticket



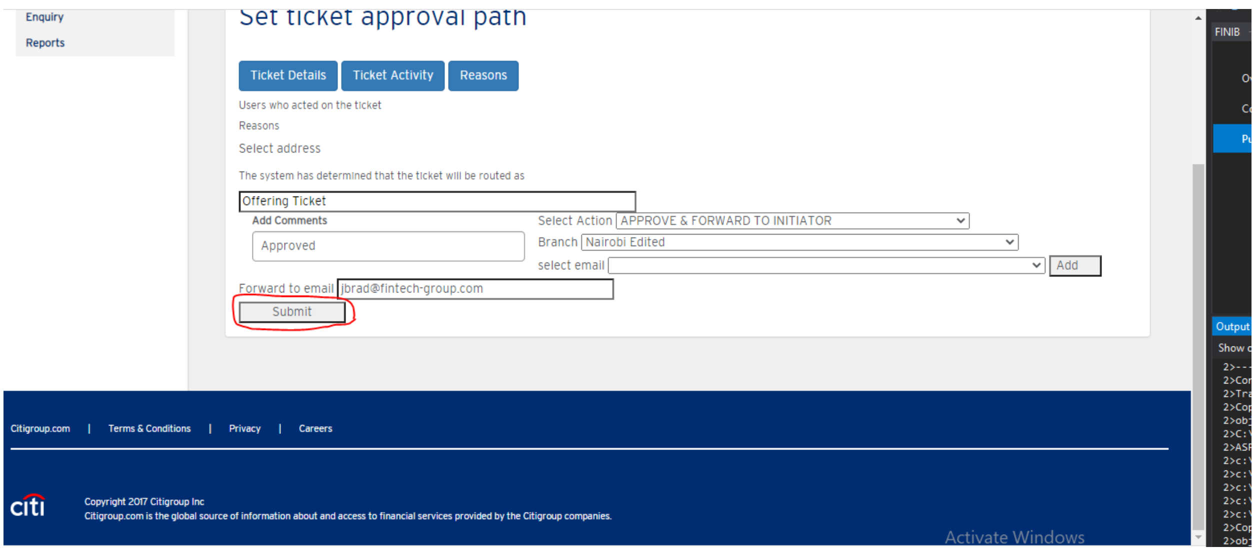
Select Reasons Tab as shown below,



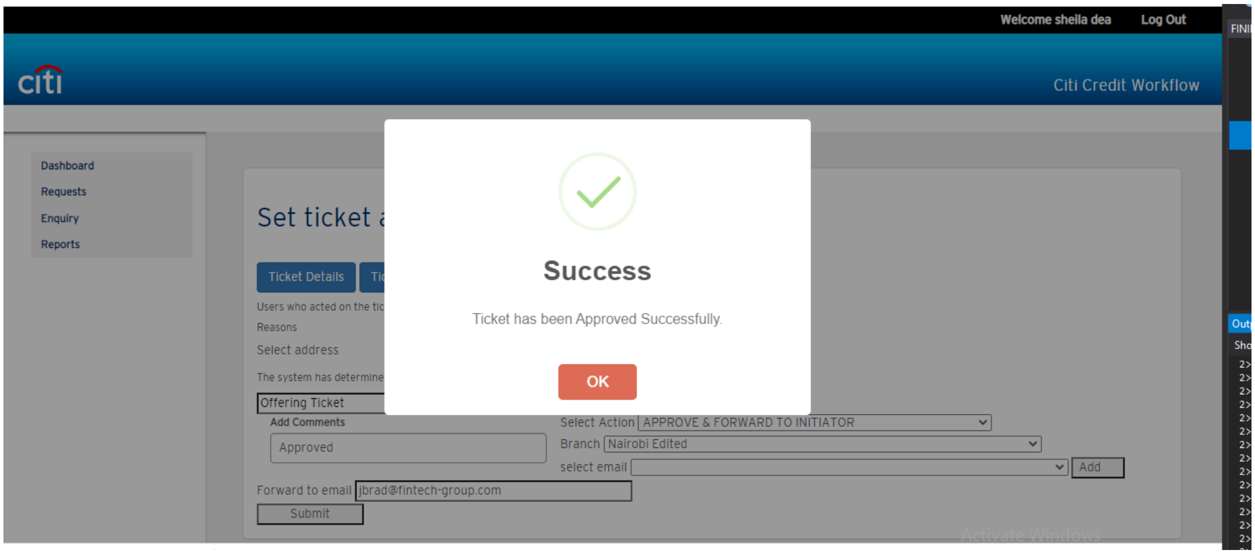
Select the desired action,

Give brief comments, select the branch and RM to send a mail to.

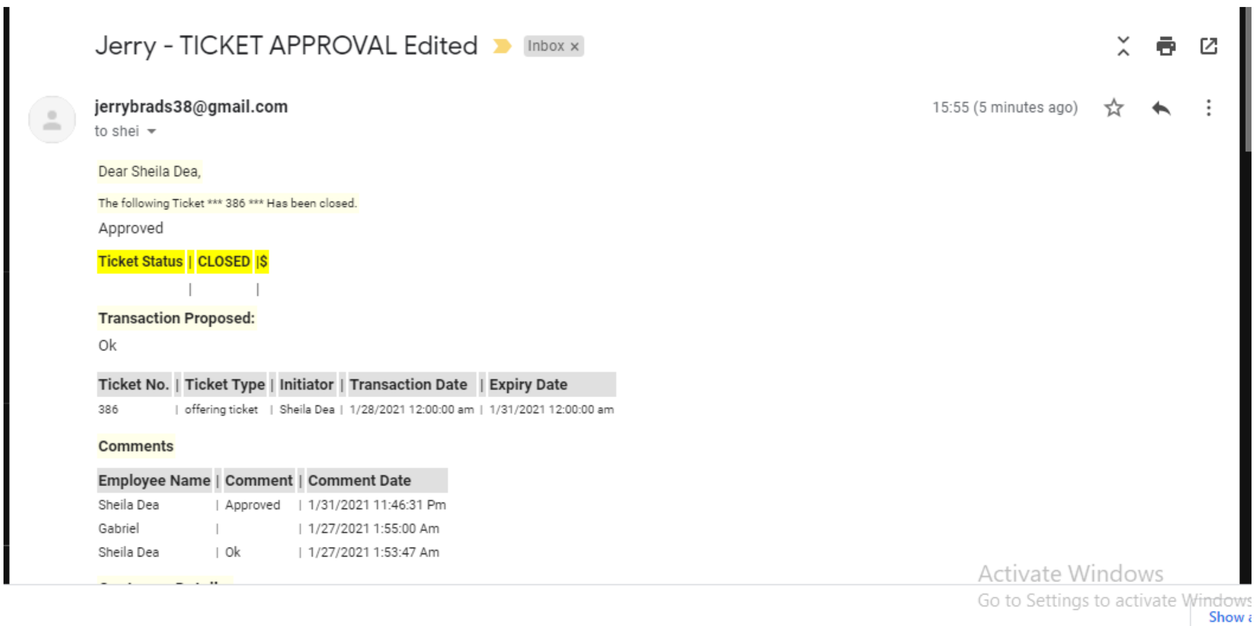
Click submit to approve the application



On Success, the below will be shown,



A mail with an approval success alert is also sent to the RM as shown below.

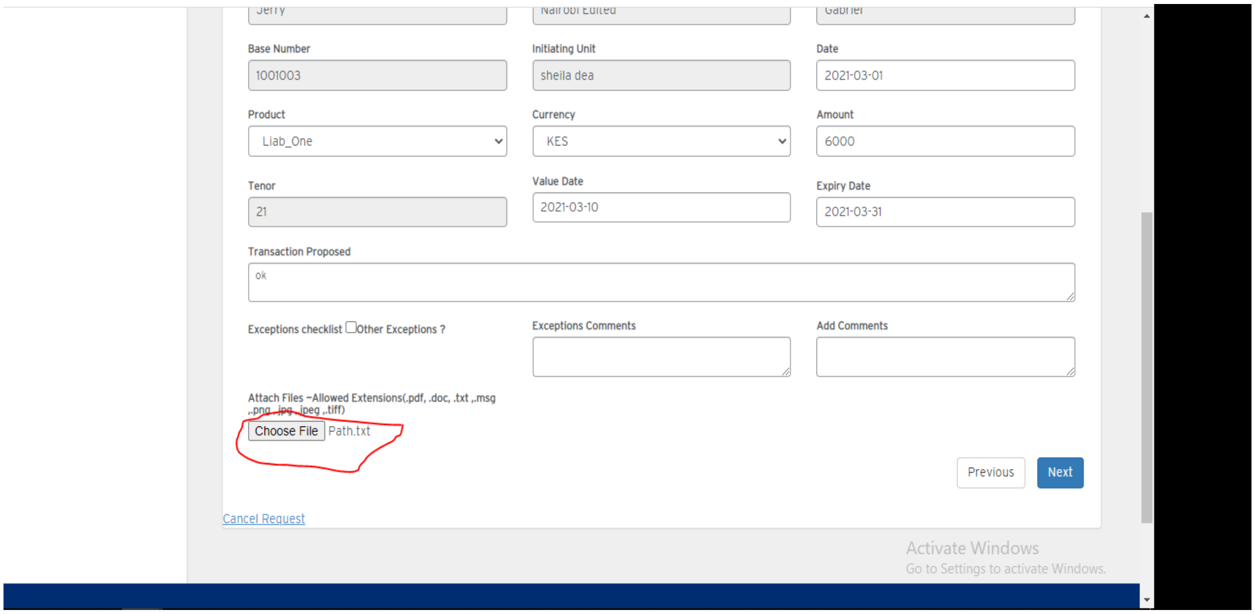


Cross Browser Attachments

During raising of tickets by a credit ticket initiator; the system should allow for attachments regardless of the browser type used but following the extensions allowed.

To Achieve this;

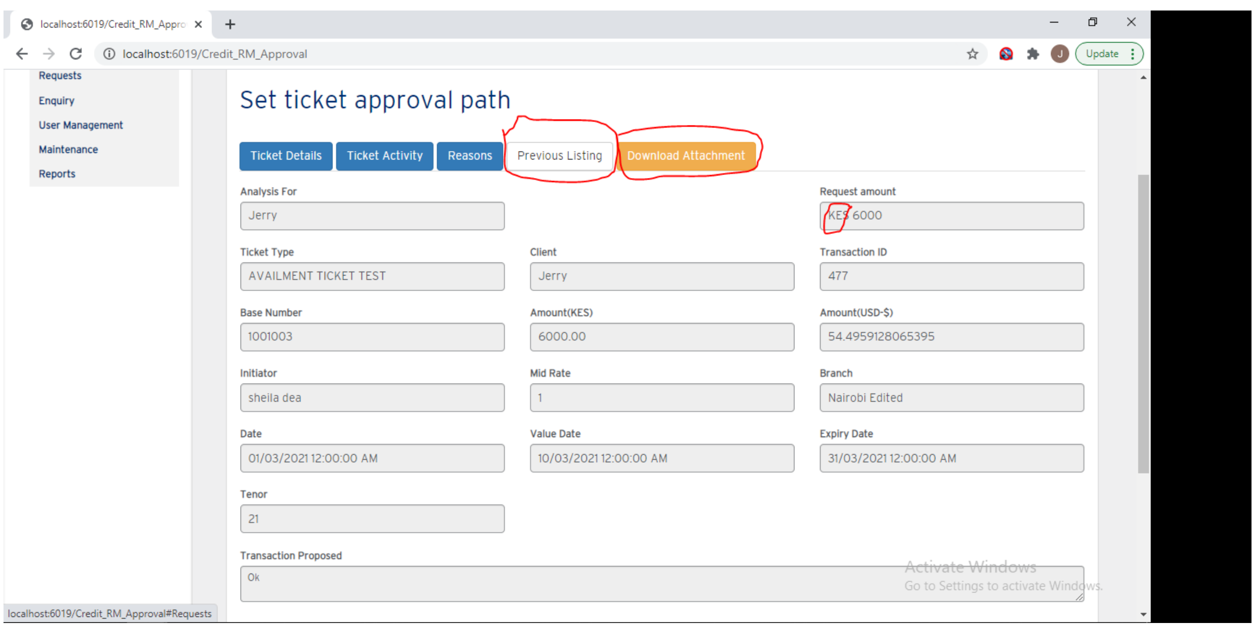
- Under Credit Request Tab2,
- Select on the file to attach on the Choose File button as shown below.



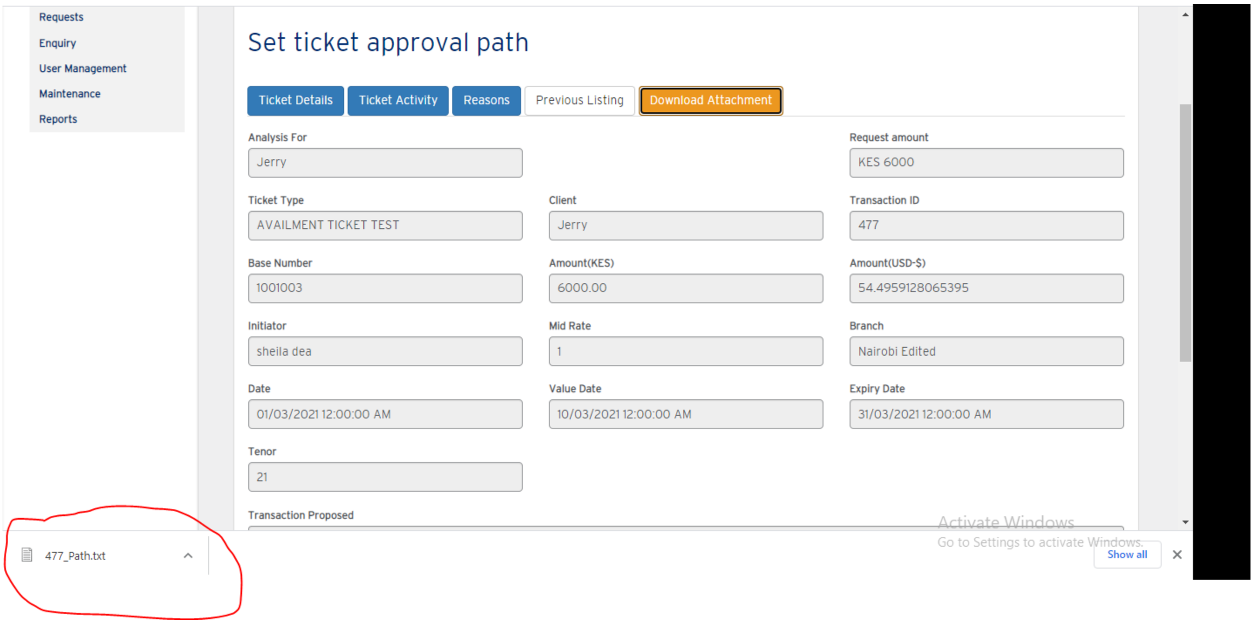
Upon completion of the raising of the ticket;

Login as an RM,

A download button appears as shown below for any ticket that has an attachment.



Click on download attachment



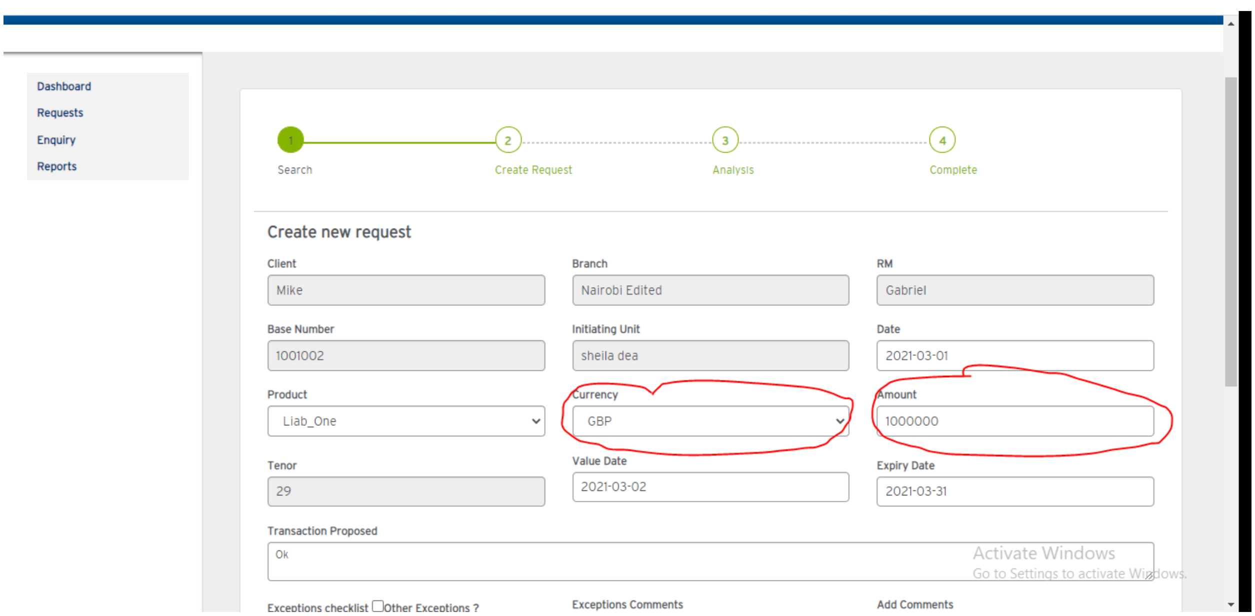
The file is downloaded as shown above.

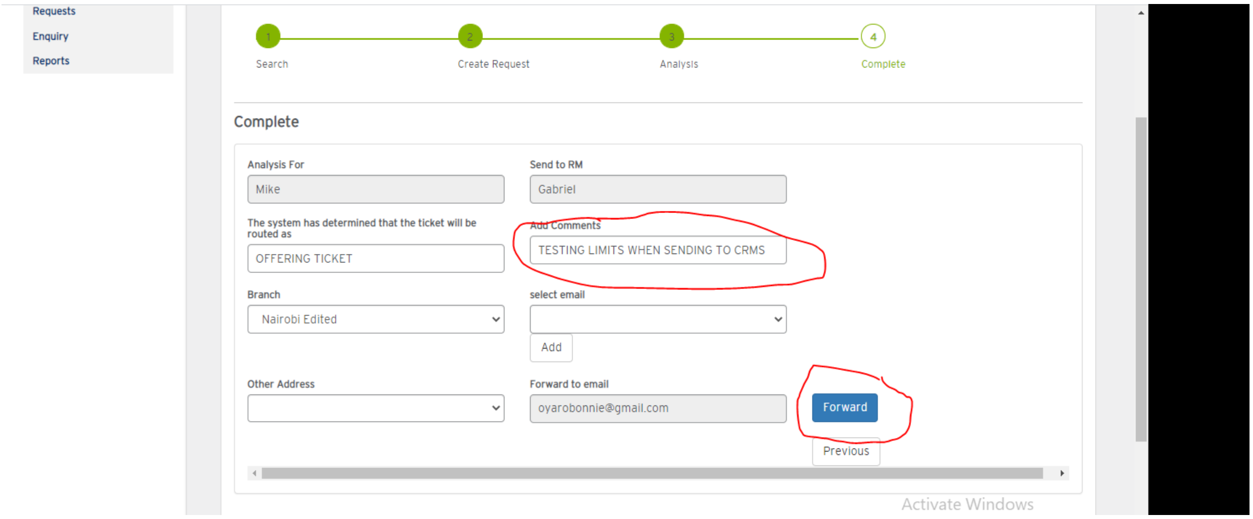
Relation Managers Limit Validation

Each and every RM has an assigned limit above with they can't approve any transaction; The limits are defaulted to dollar and as such whenever an approval is happening incase the currency is not dollar, the system will first do a rate conversion and validate the RM's limit against the converted value.

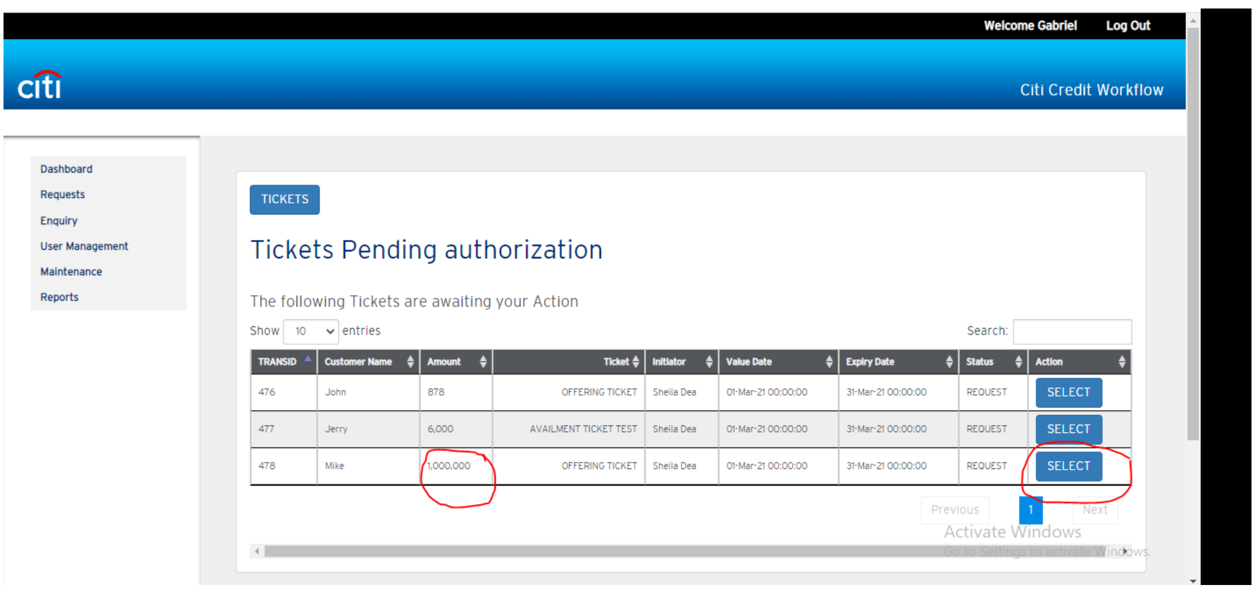
To validate this;

Create a new request as shown below

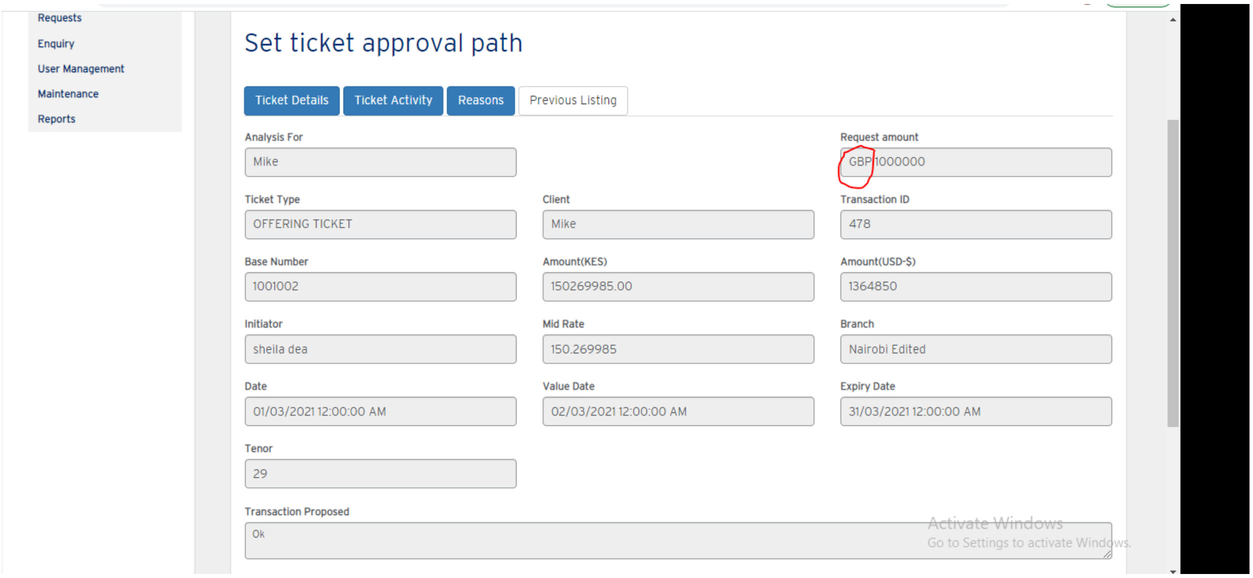




Login as an RM and load your awaiting approval list as shown below

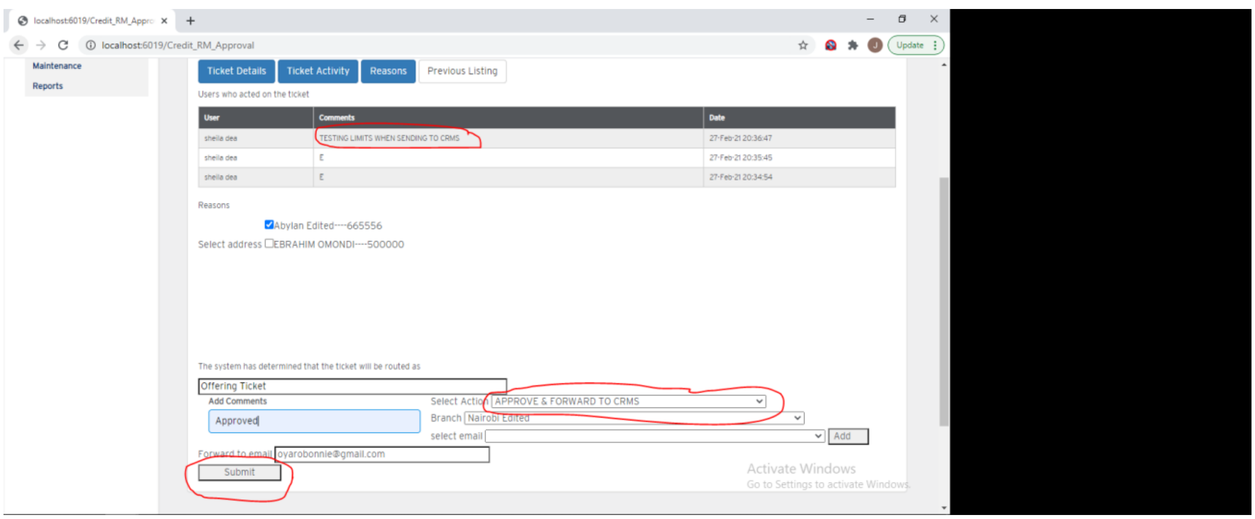


The request amount currency is shown as seen below.

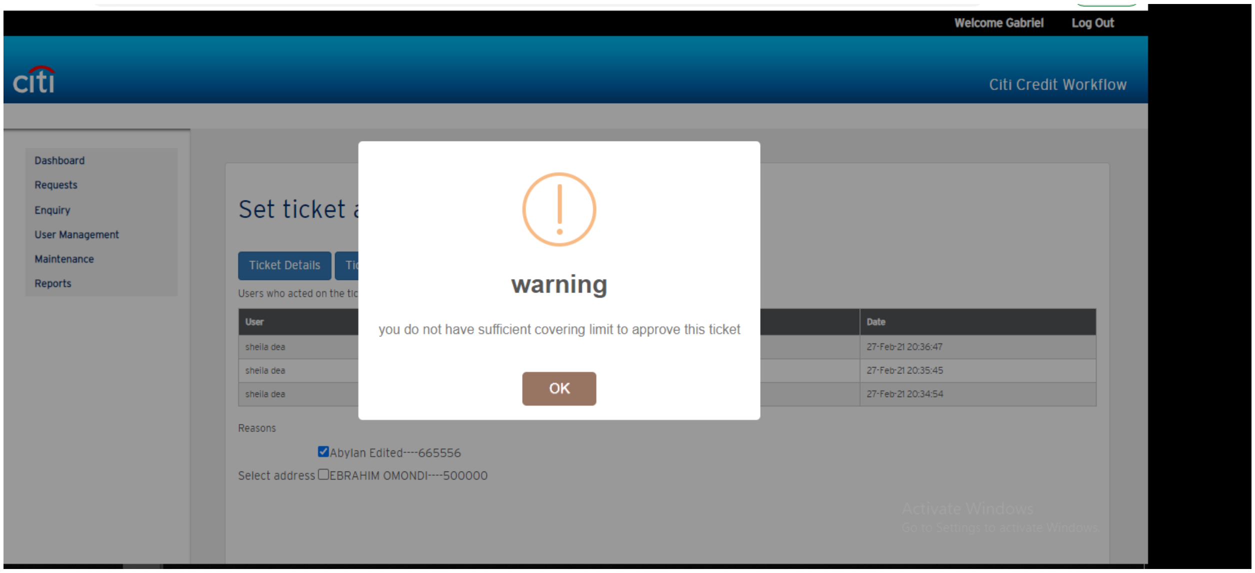


Go to reasons tab,

Select approve and forward to CRMss as shown below



The Transaction with excessive limit is flagged as shown below.



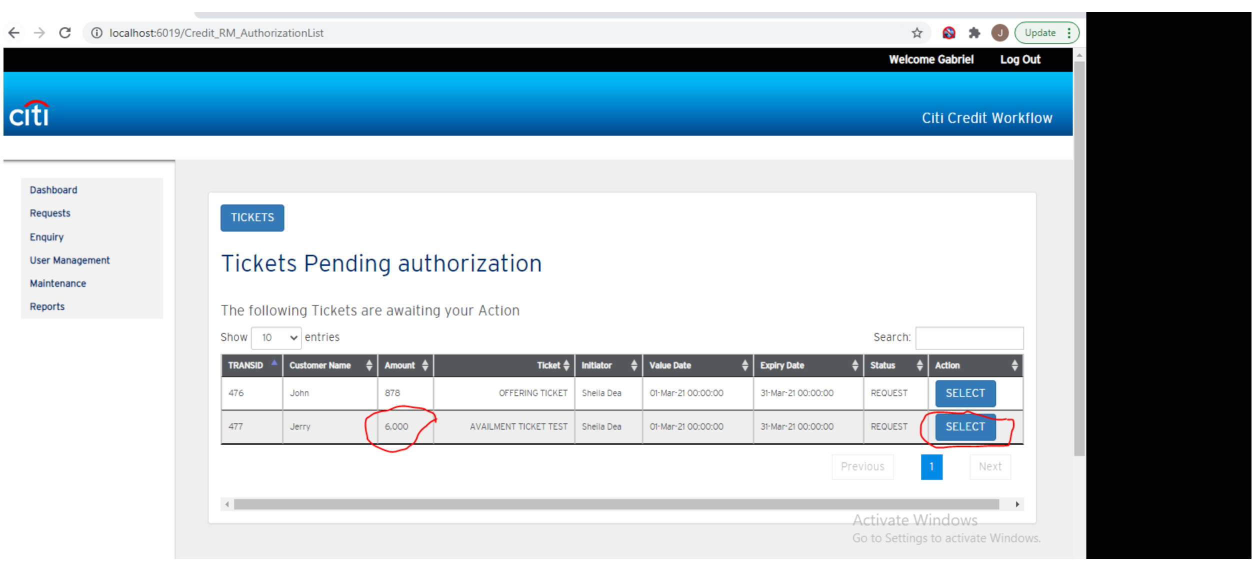
Approve and Forward To CRMs

In this Module, whenever a Relation manager opts to approve and forward to a CRMS, the action should trigger sending of emails to all users in the credit Admin department;

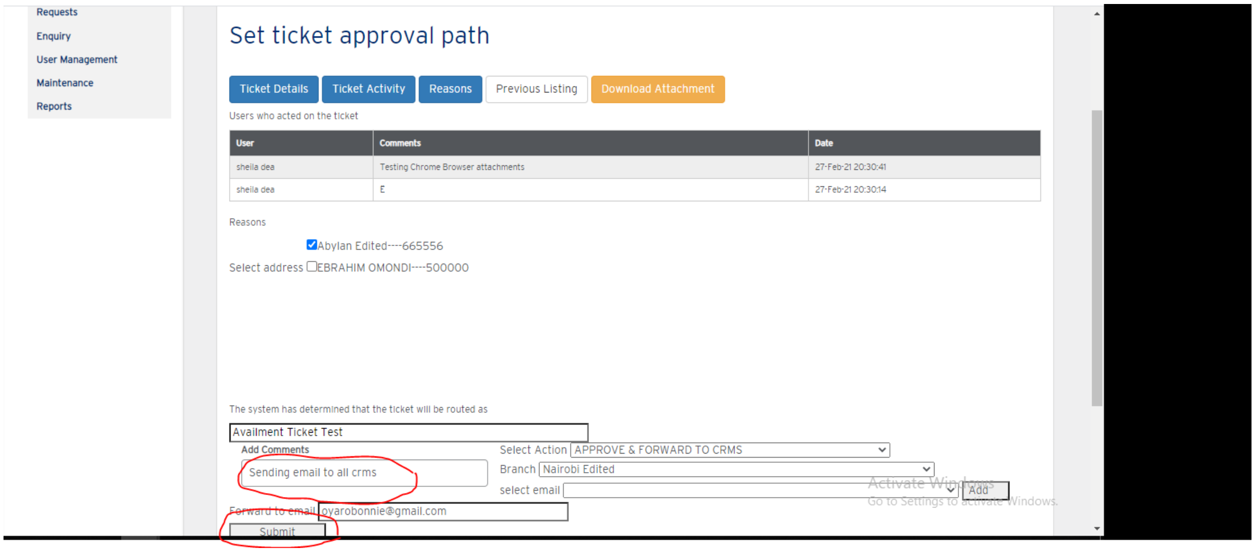
In our case during this test; we only have two Crms configured;

To achieve this;

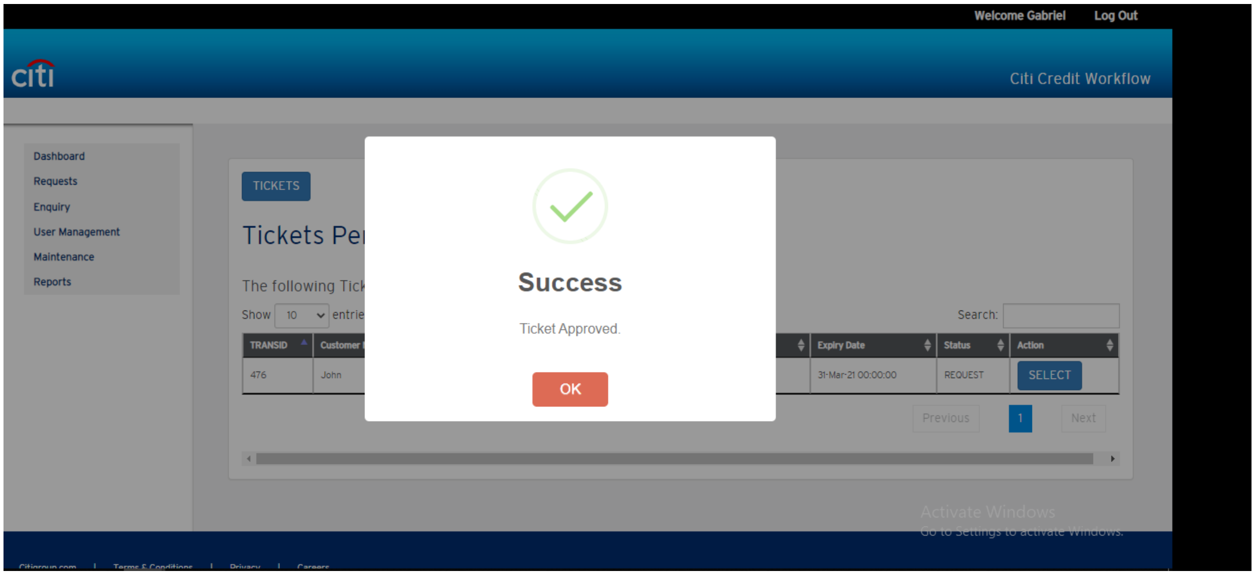
- Login as a Relations manager and load your unapproved tickets



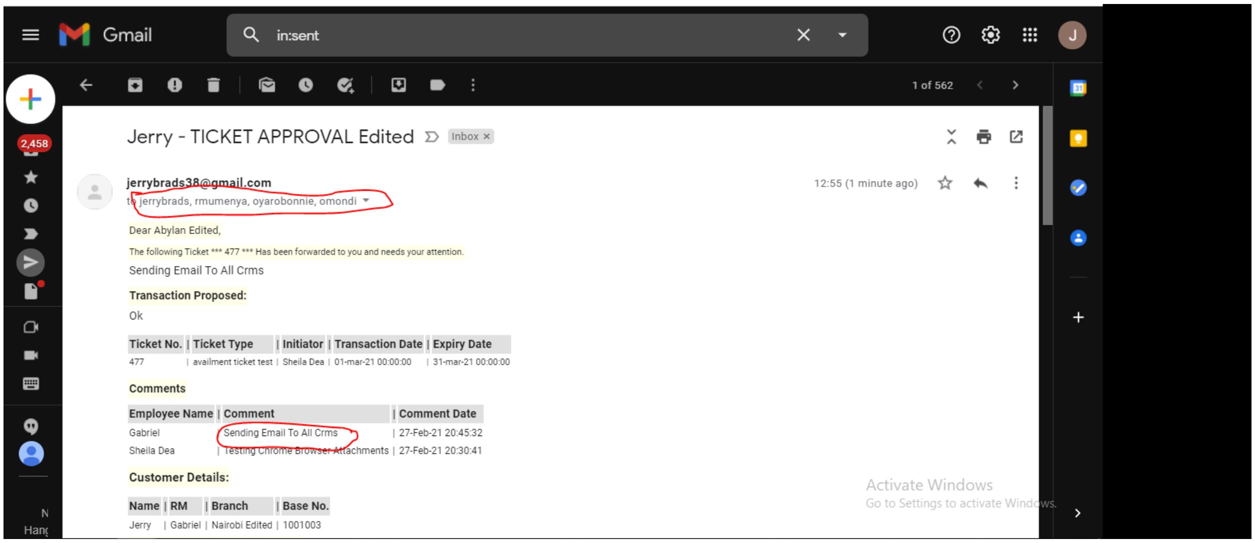
Go to Reasons and select Approve and forward to Crms as shown below.



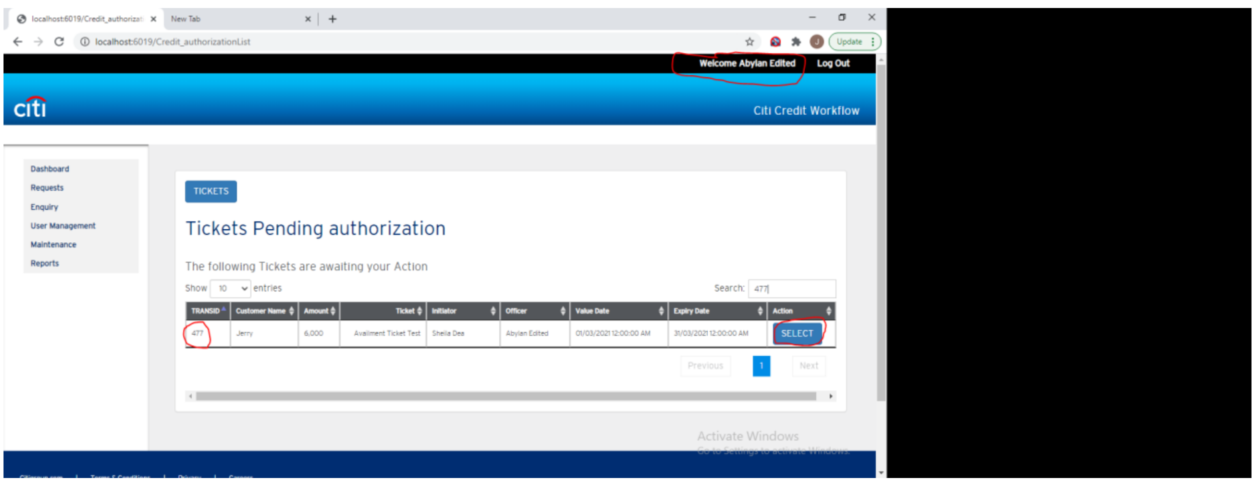
On success, below will be shown;



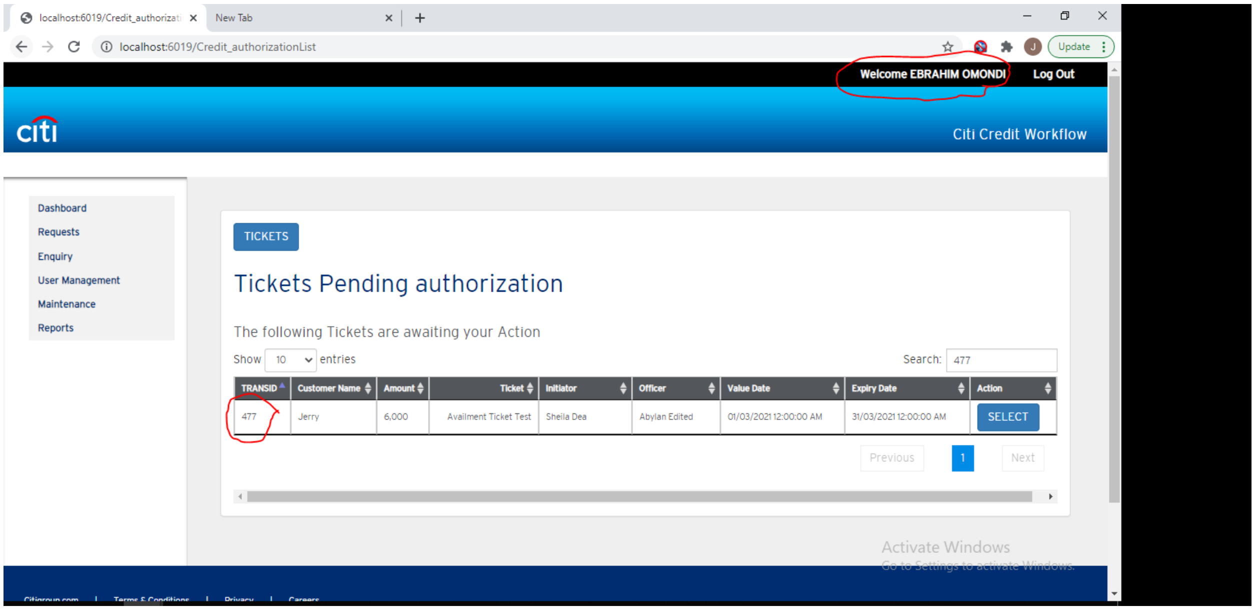
An email is sent to all users within Credit admin role as shown below



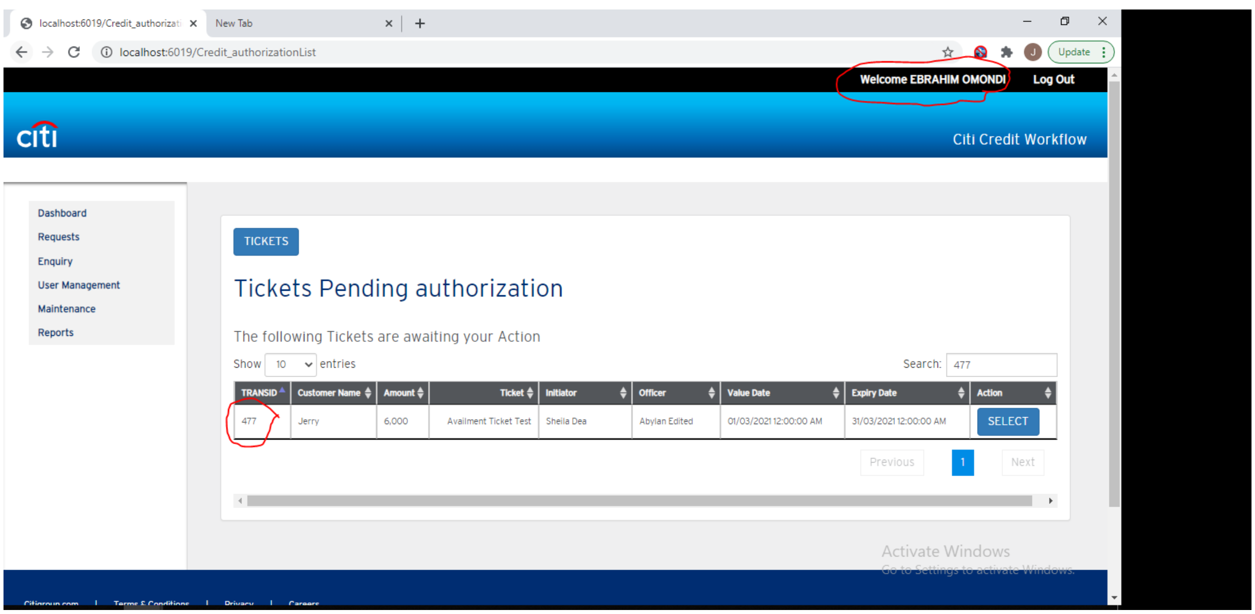
When a user {Abylan Edited} with the role of a credit admin logs in, they are able to see the tickets awaiting their action as shown below

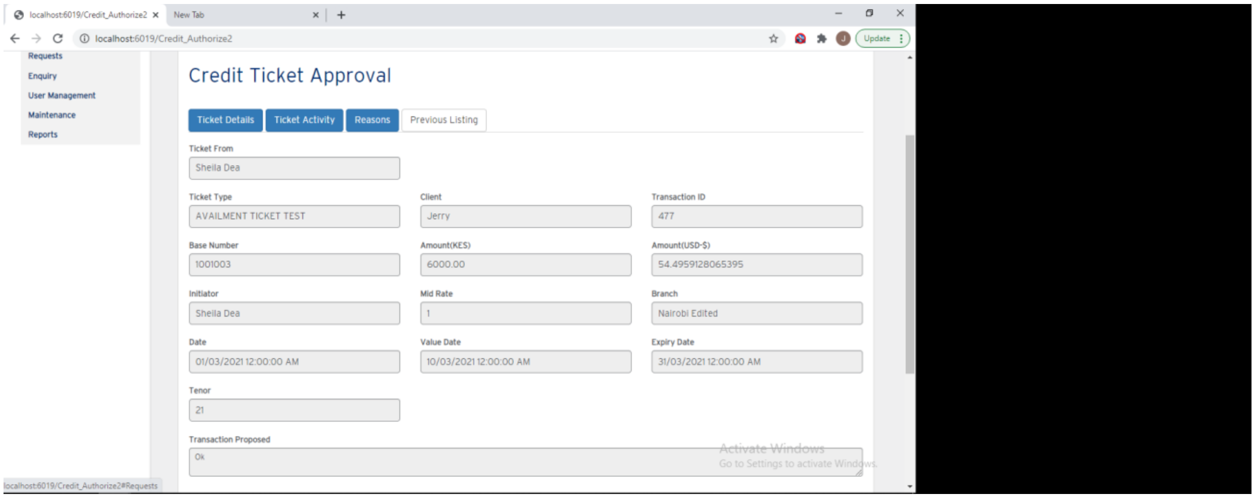


Another user {Ebrahim Omondi} with a credit admin role is also able to see the same ticket as shown below

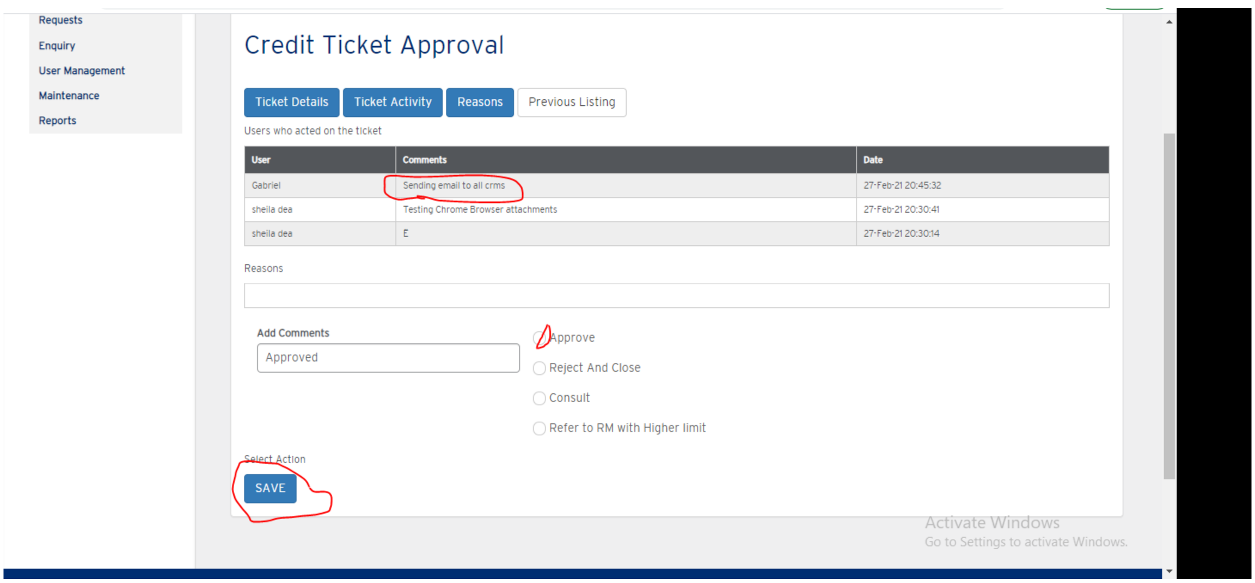


In a nut shell, a ticket forwarded to CRMS should be visible to all Credit admin users for action

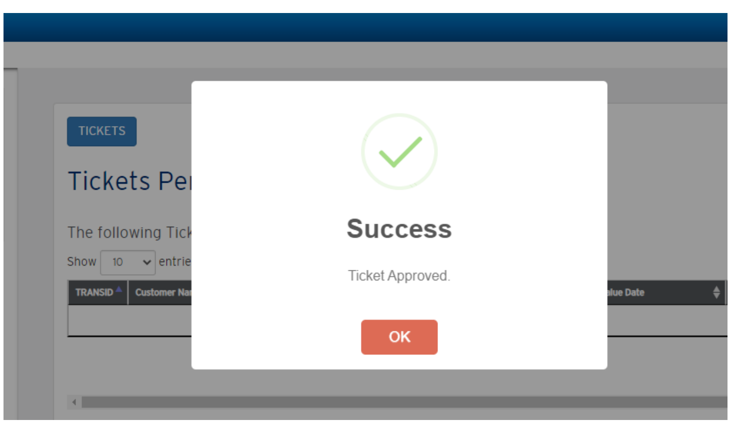




Proceed on to act on the ticket with any of the available options as shown below.



On success; below will be shown



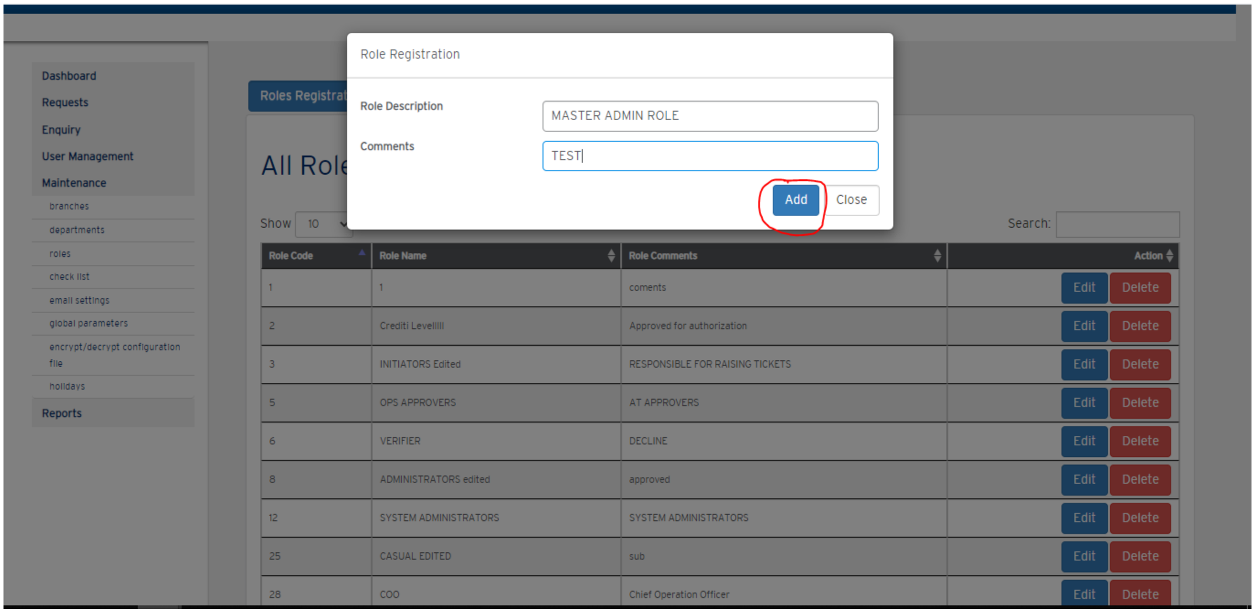
USER MANAGEMENT MODULE

This module is used to manage system users, user rights access control and user related audits.

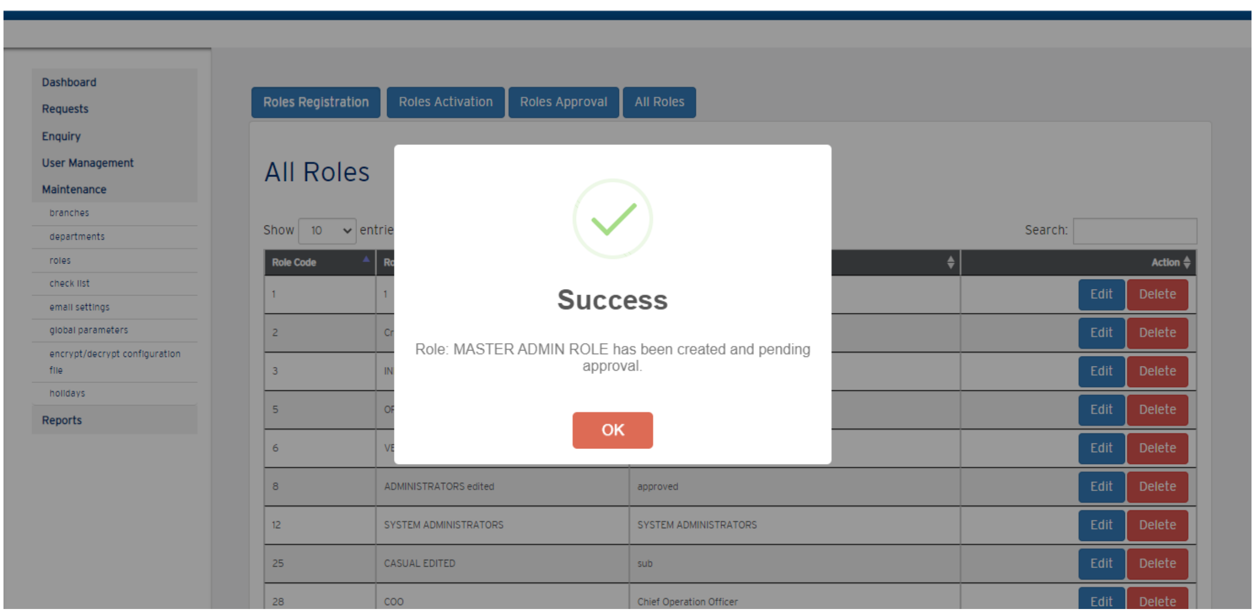
User Rights

Role Registration

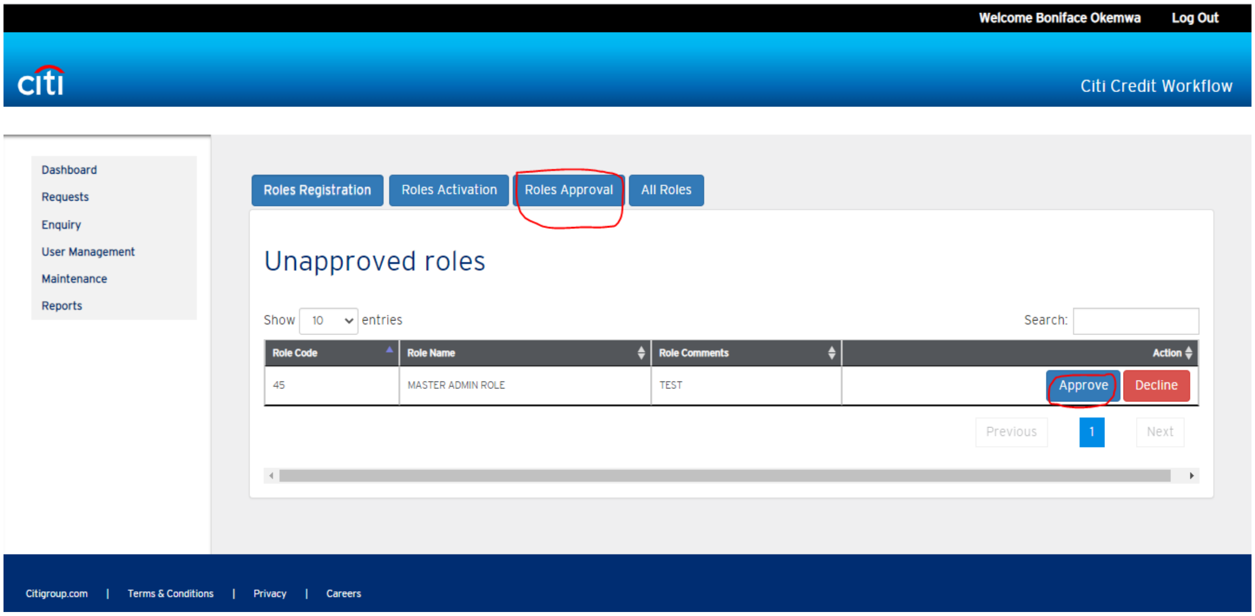
To begin with this we will start by creating a user Role 'Master Admin' from the Maintenance Menu >Roles > Roles Registration

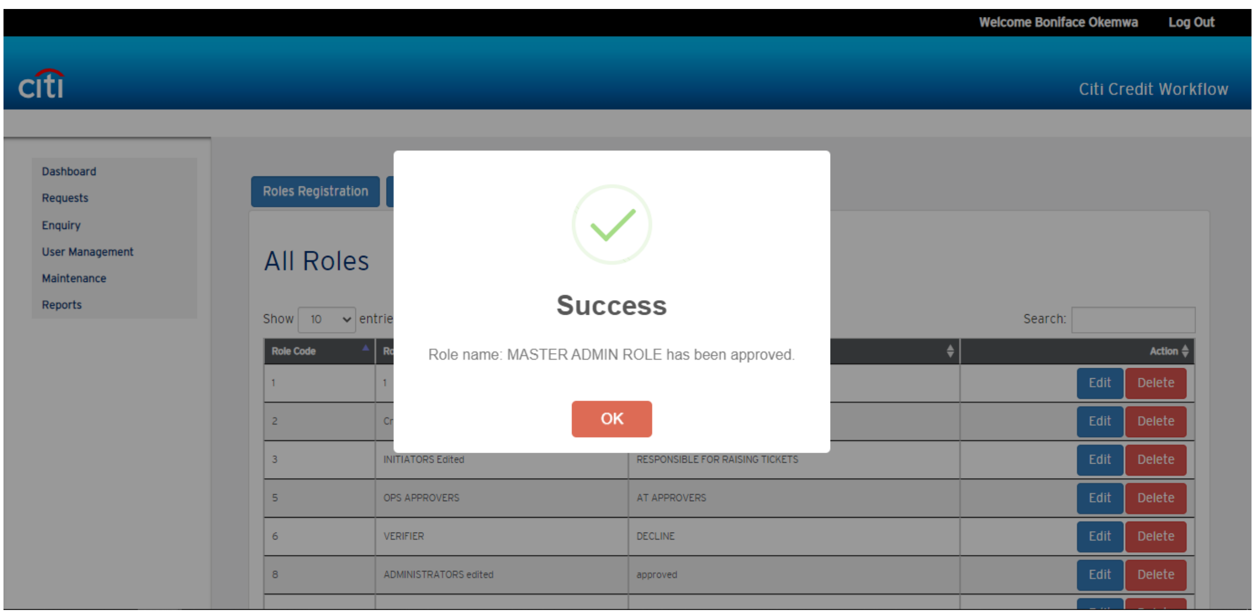


After successful creation of the role , the below will be shown



Login with another user and authorize the role created as shown below.



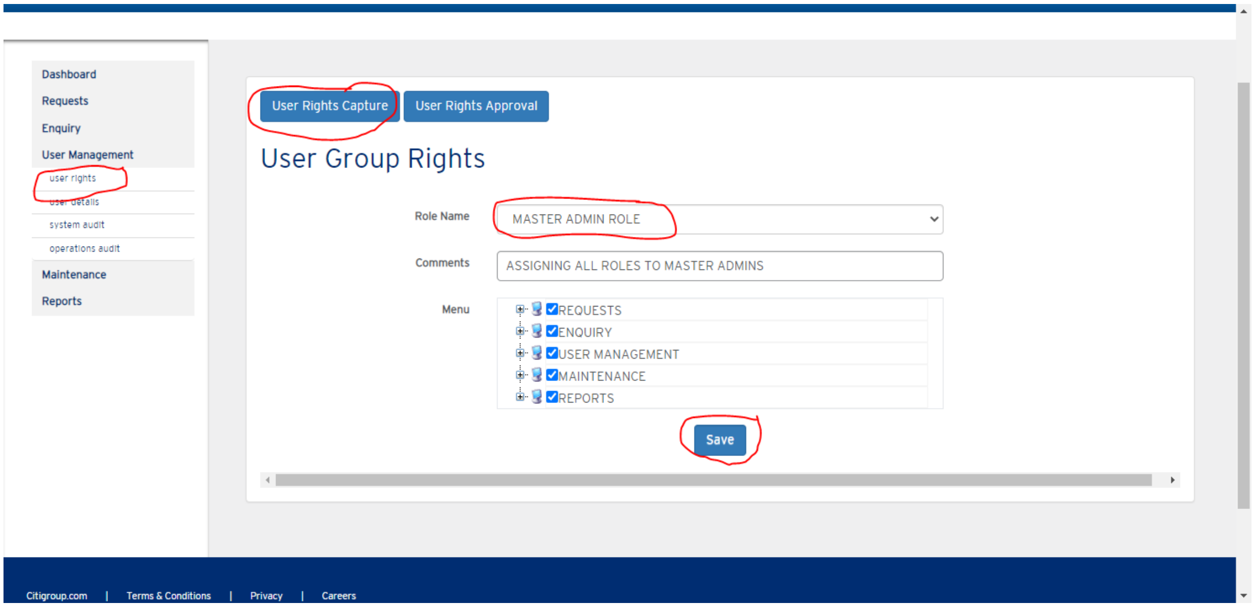


Assigning Access Rights to the role created

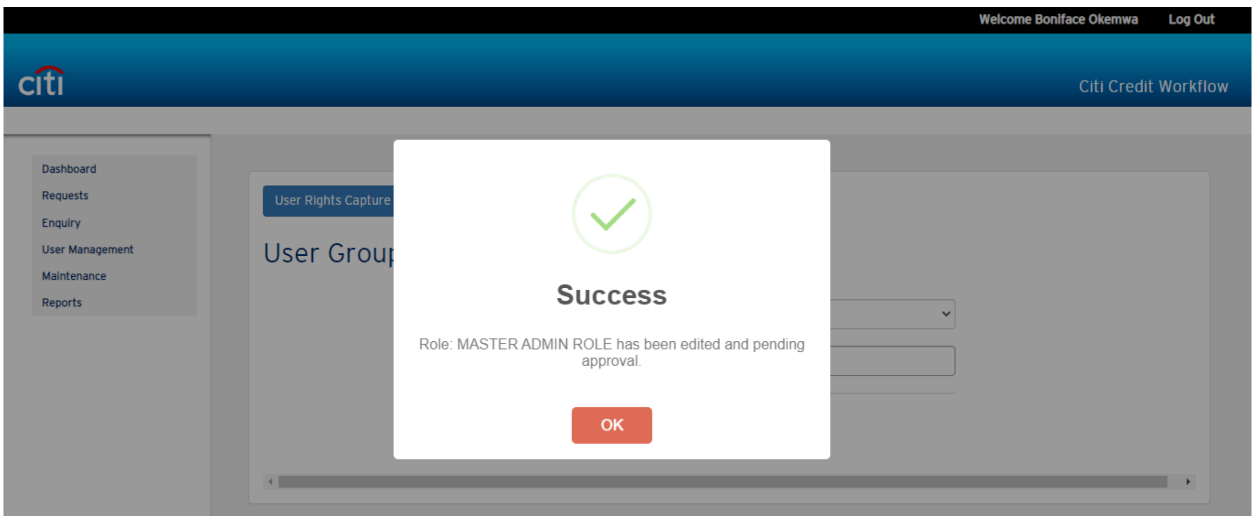
Go to;

User Management Menu > User Rights >User Rights Capture

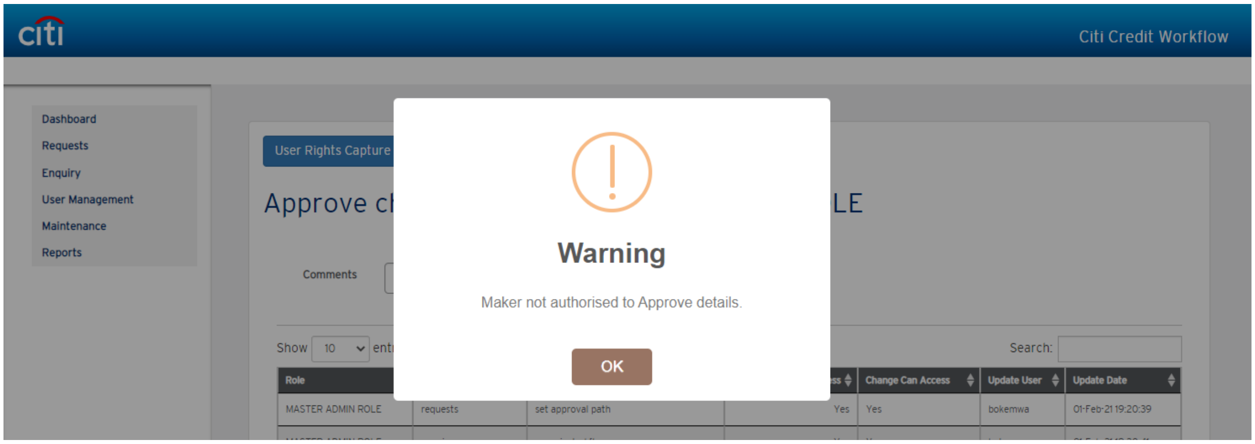
Select the desired role, assign desired rights to be granted to that role then click save



On successful assignment of the rights, the below will be seen



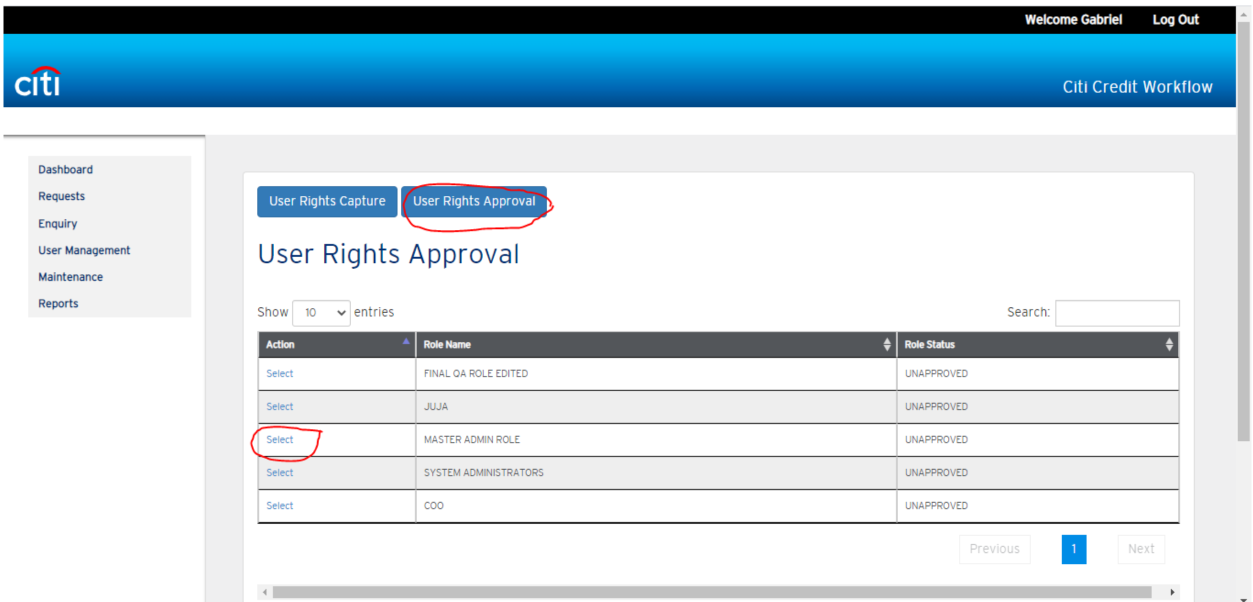
Maker checker Validation is implemented on the same feature as shown below.

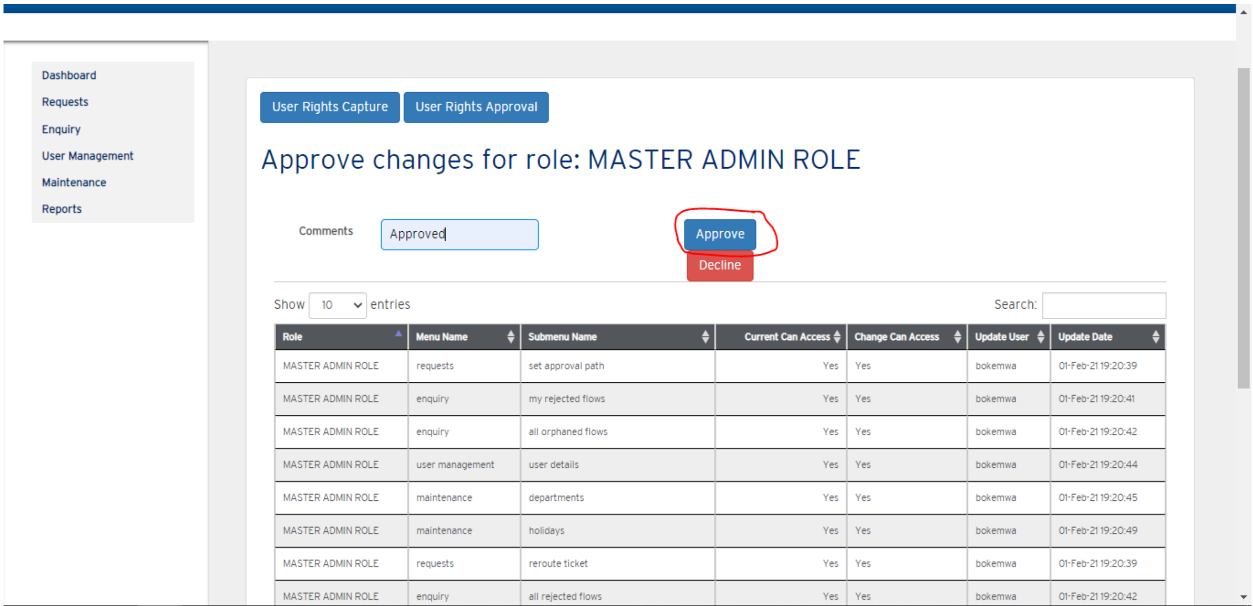


Login as another user, Go to;

User Management Menu> user roles> User Roles Approval

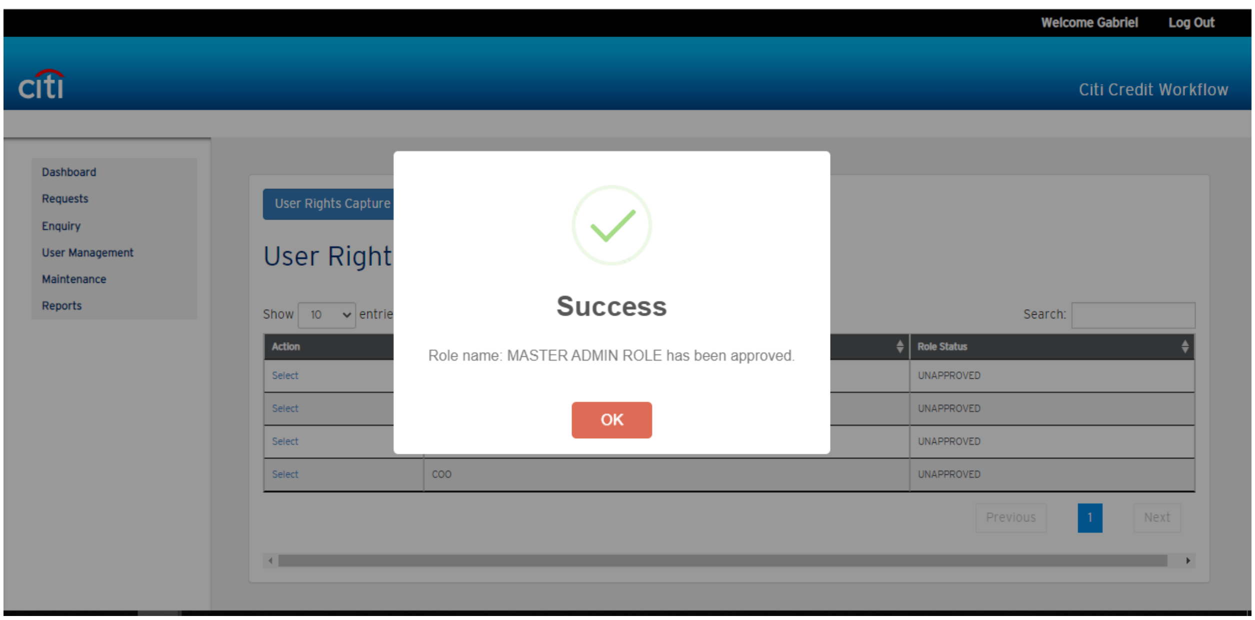
-Select to view the various roles assigned





Give brief comments and then you can either decide to approve as shown above

On successful Approval, the below will be seen.



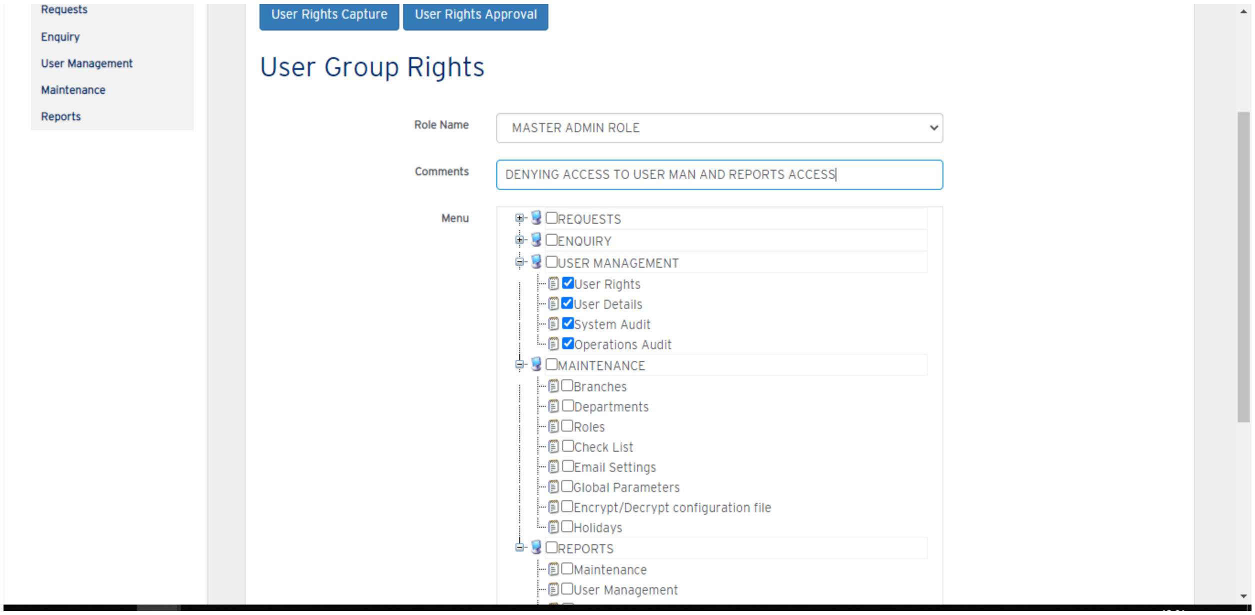
Editing of Access Rights

This feature allows for reassigning /editing of user access rights within the system

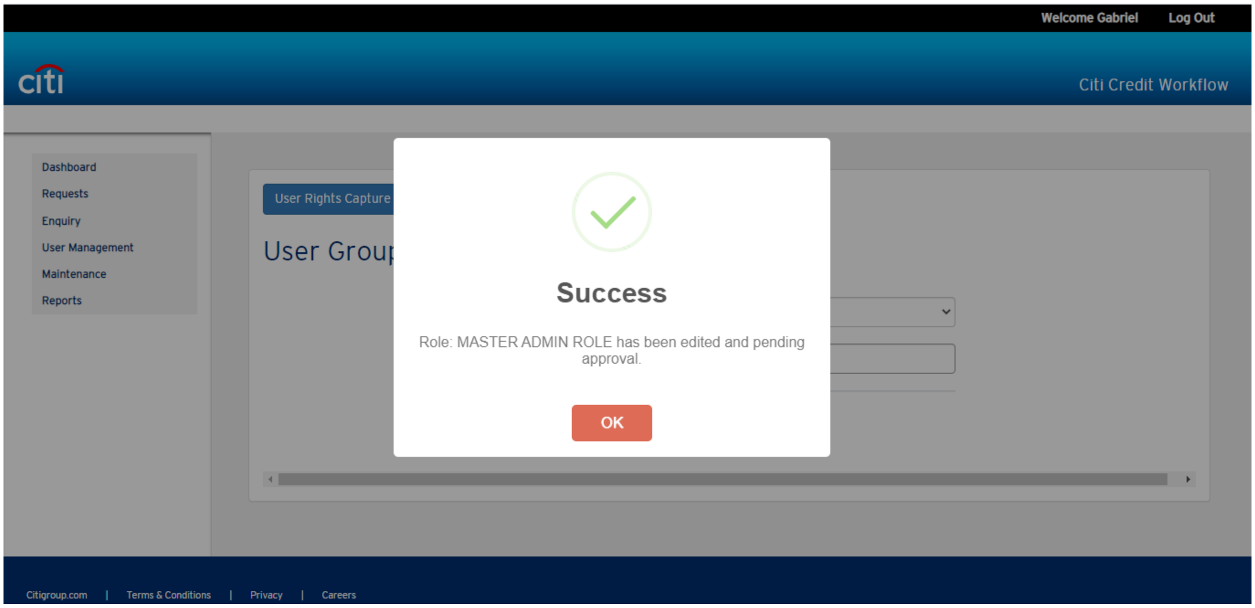
To achieve this go to;

User Management Menu > User Rights Capture >Select the role whose access rights you wish to edit

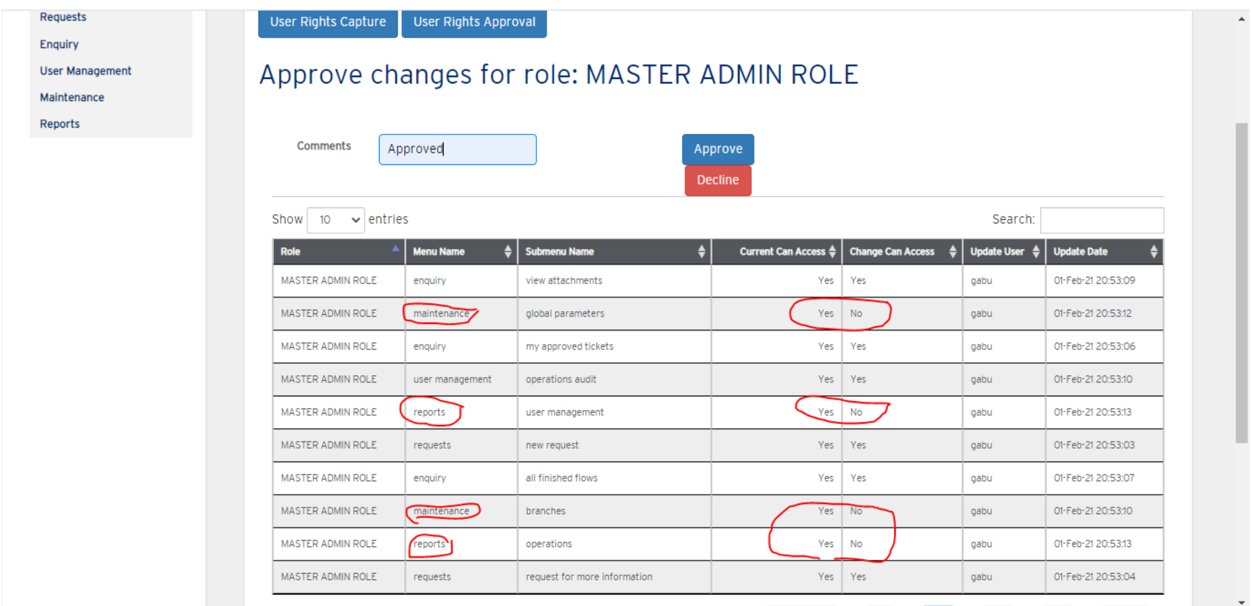
-Make the necessary changes and click save;



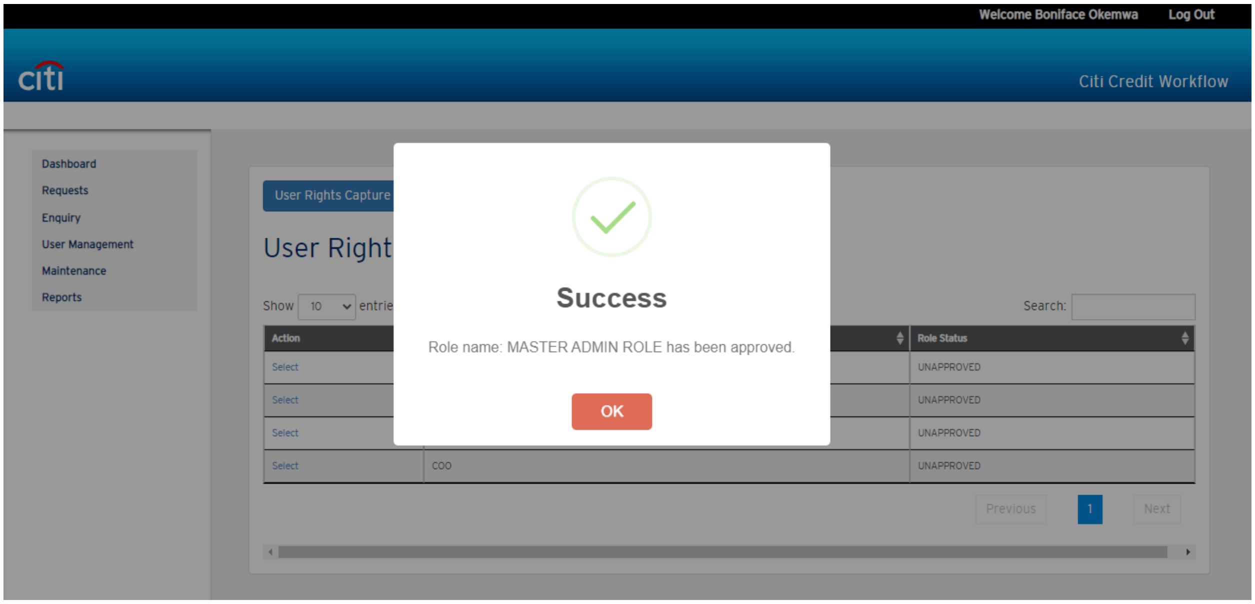
On success, the below will be shown



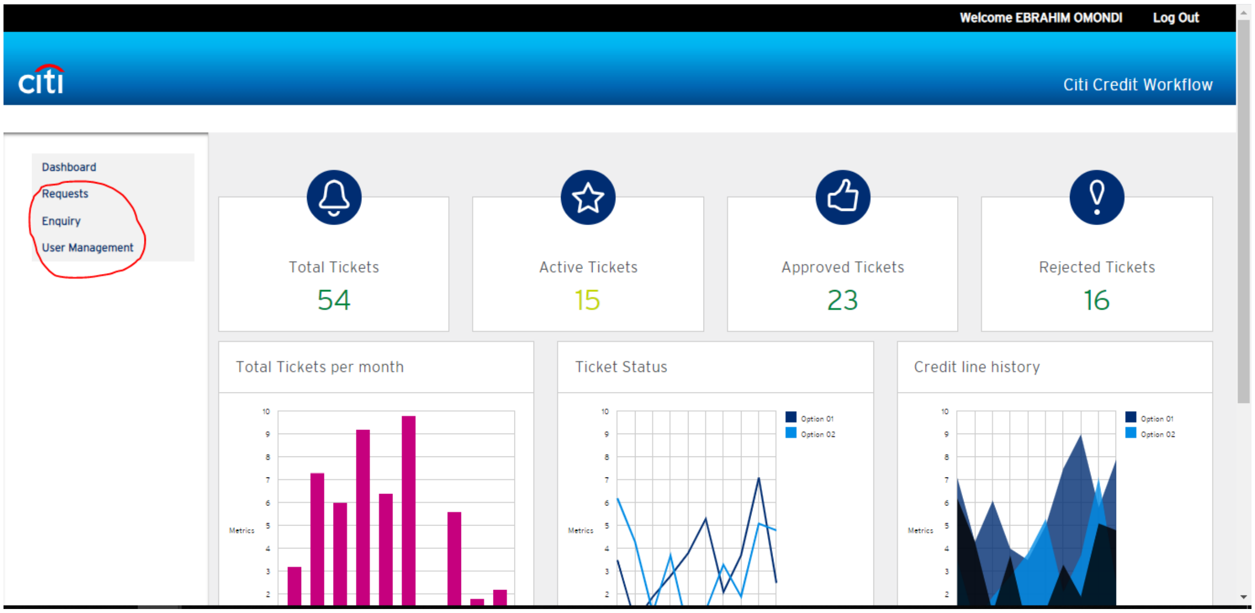
Login as another user to approve the edited access rights



On successful approval, the below will be shown;



When a user with the associated role logs in, the access rights are updated as shown below



User Details

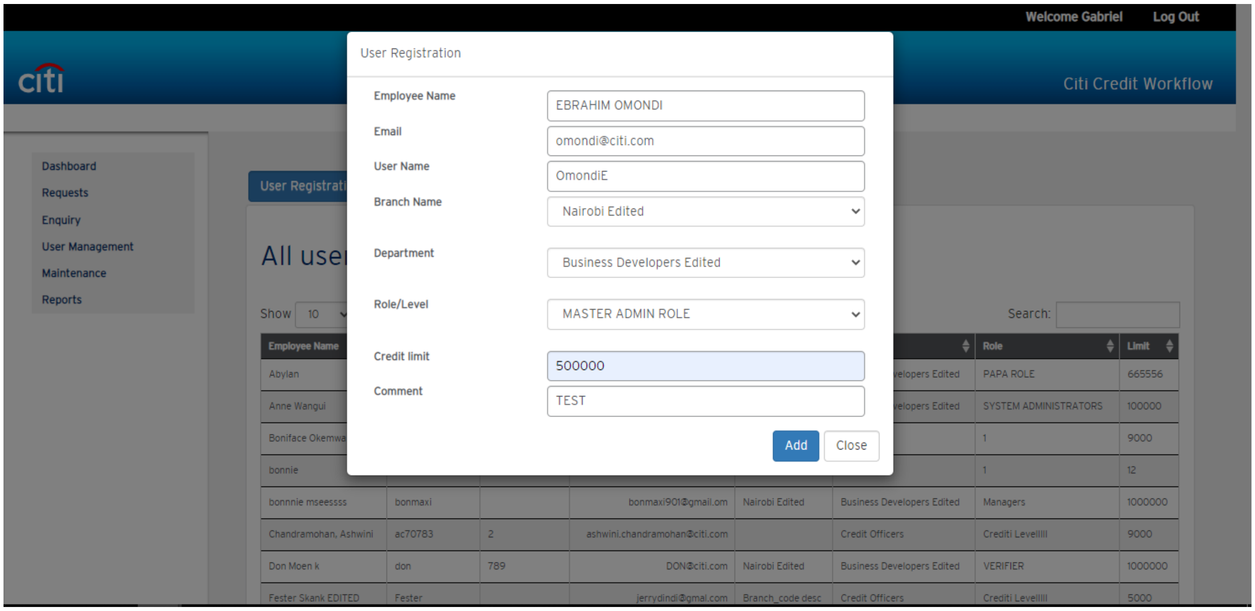
User Creation

This feature under user maintenance allows creation of new system users.

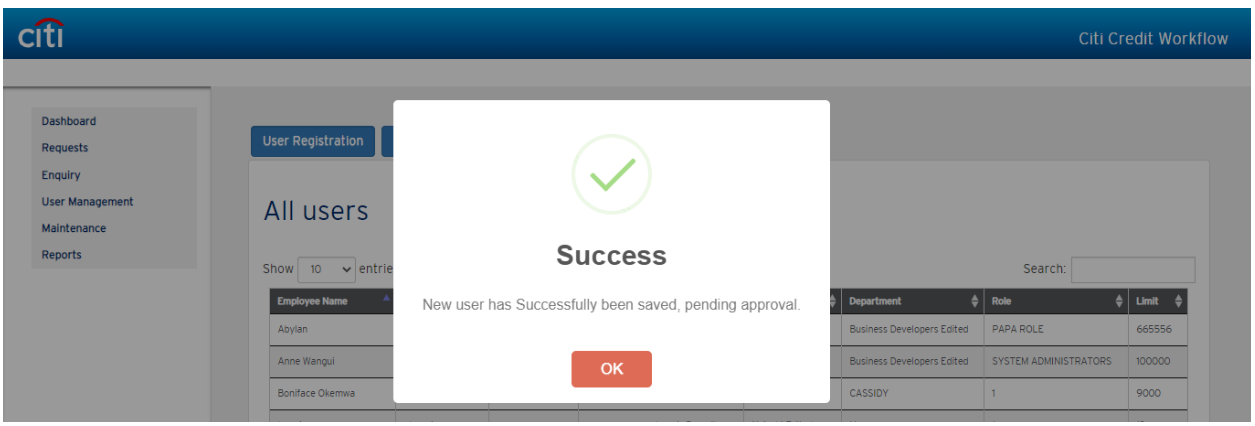
To achieve this, go to;

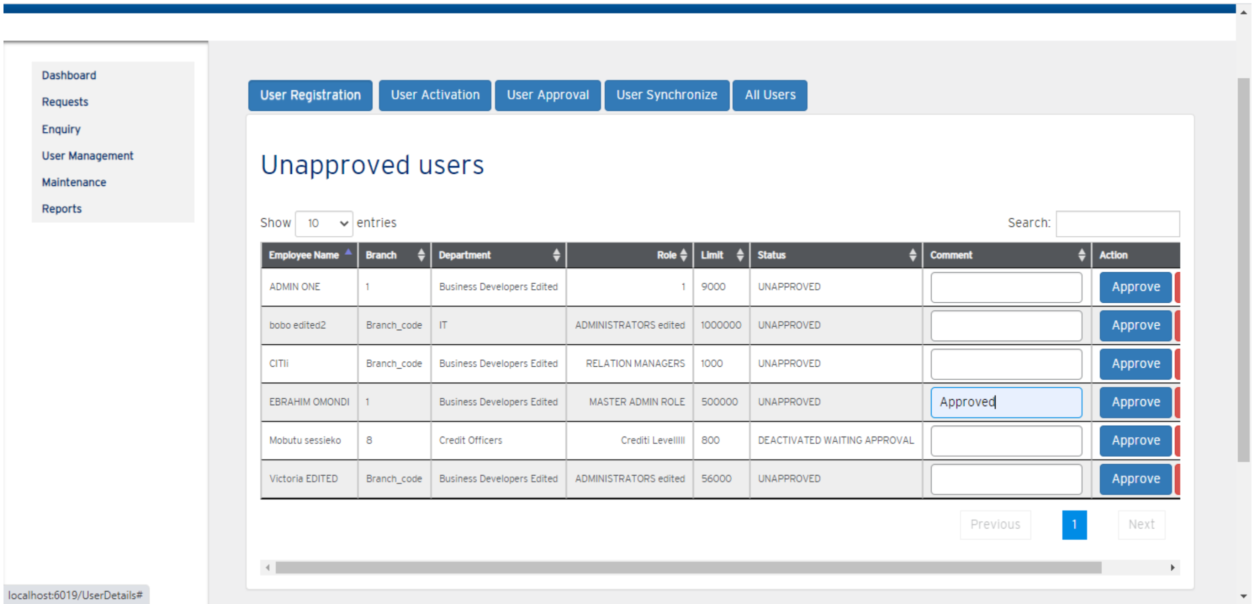
User Management Menu > User Registration

Fill in the details and assign the user a given role then click add

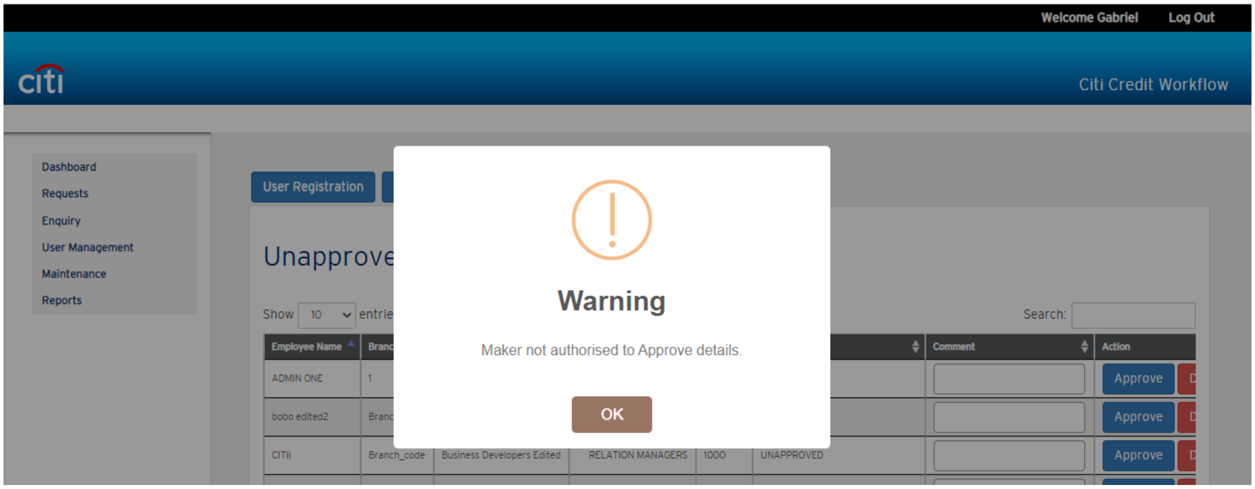


On success, the below will be shown.

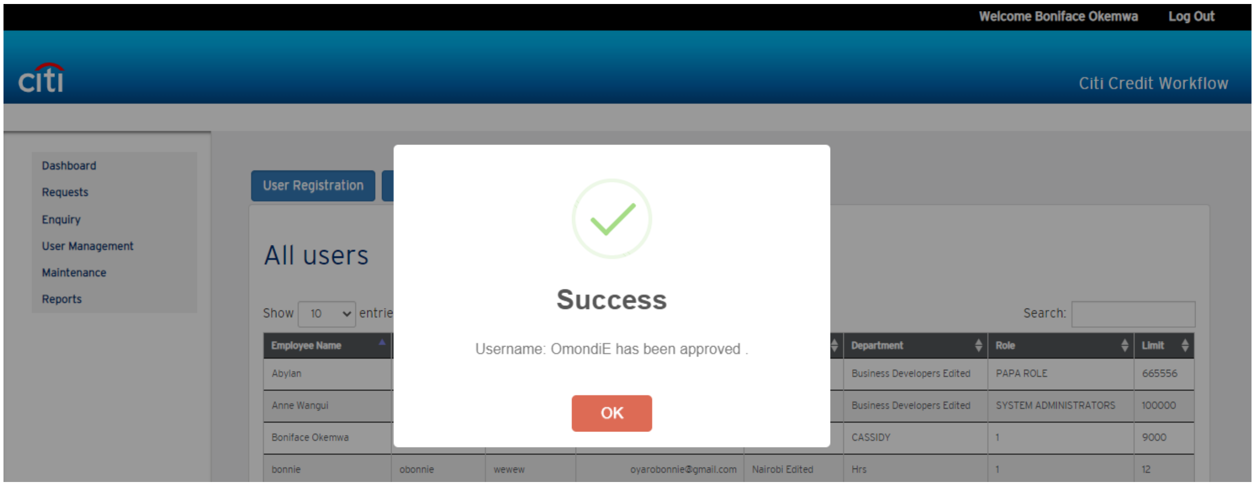




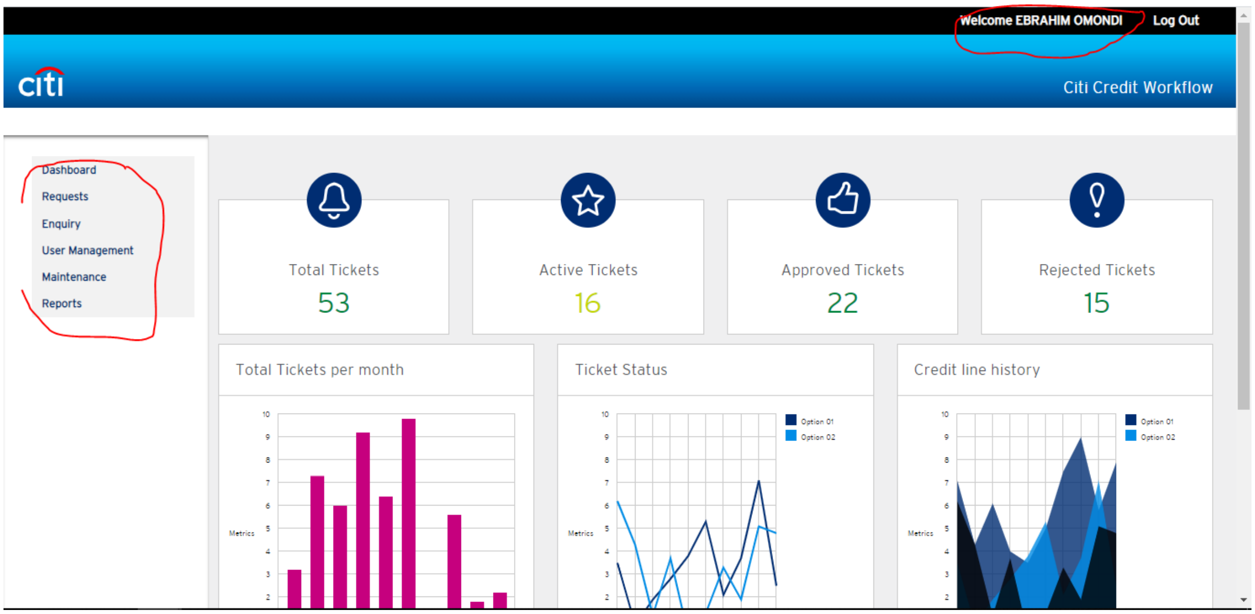
Maker checker validation is validated on this feature too as evident from the below screenshot**.**



Login as another user and approve the new user created as shown below.



The new created user can now login as evident from below.

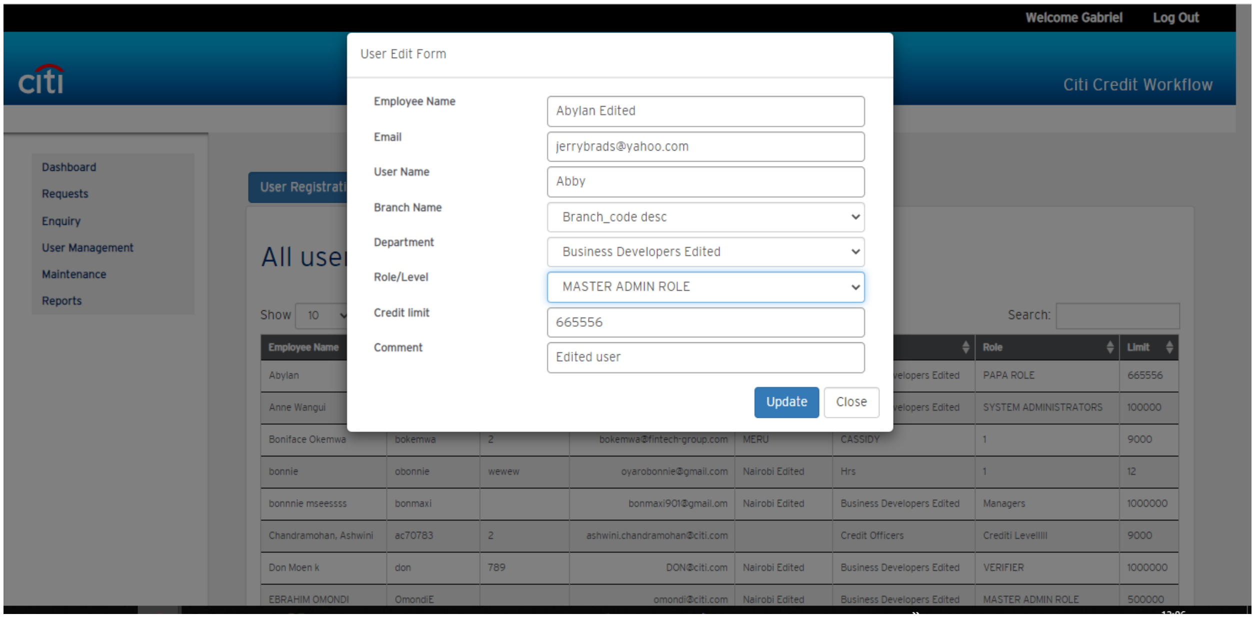


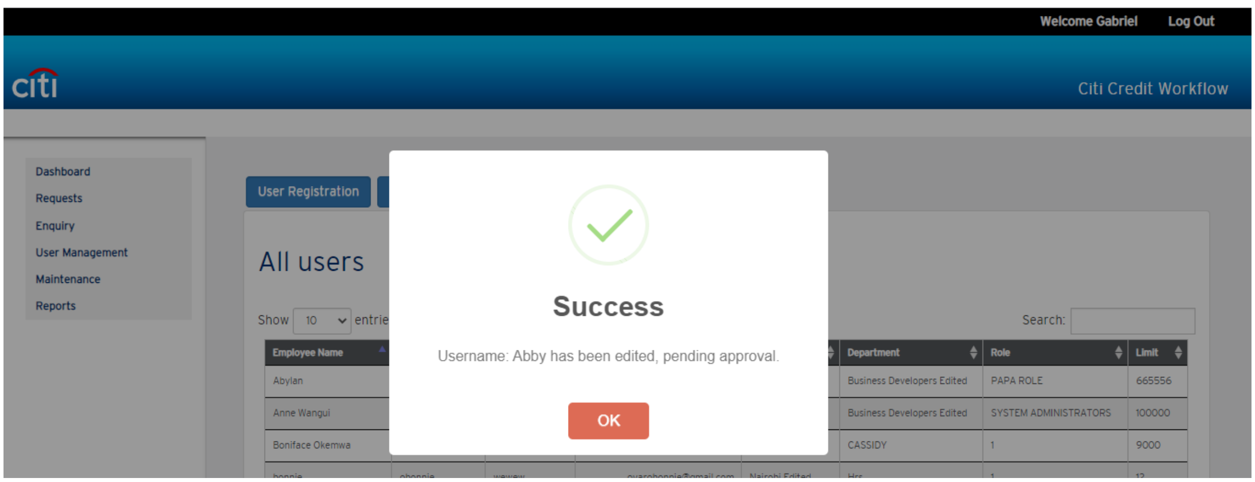
Editing/ updating of users

This feature allows making of changes to a given system user

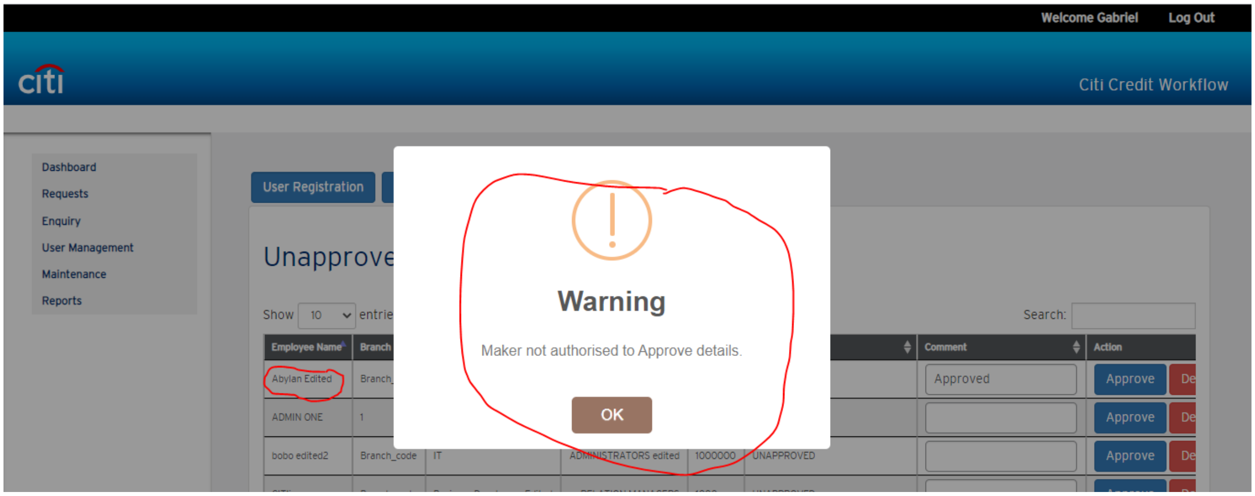
To achieve this; Go to;

User management Menu >under Listing of users click edit;



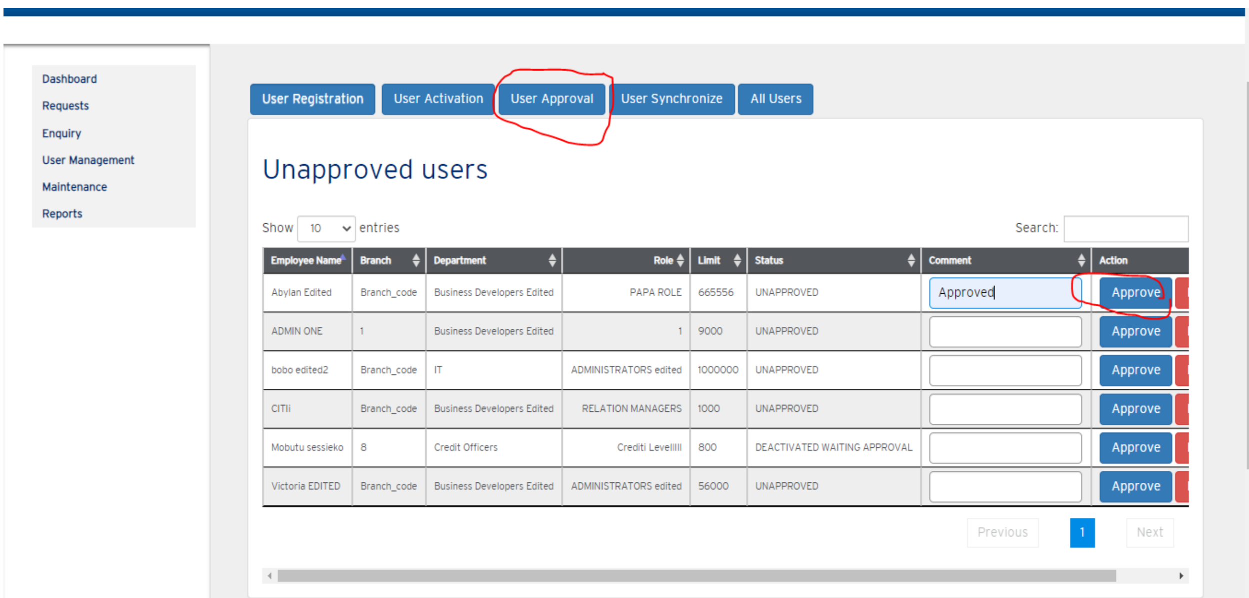


On successful user edit, the above will popup

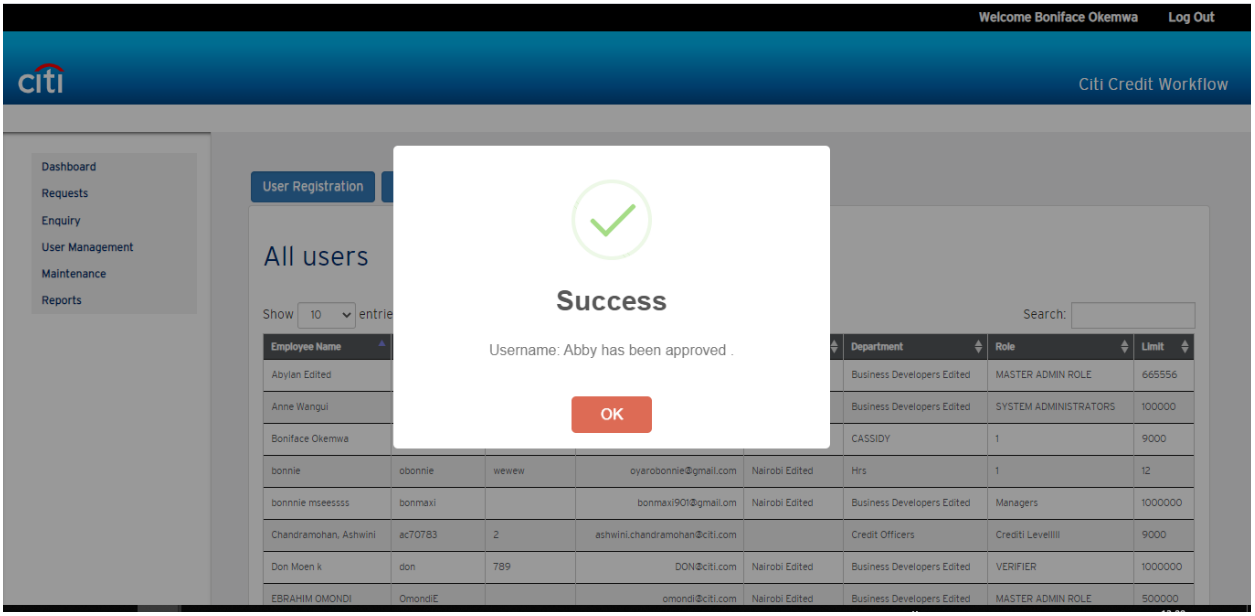


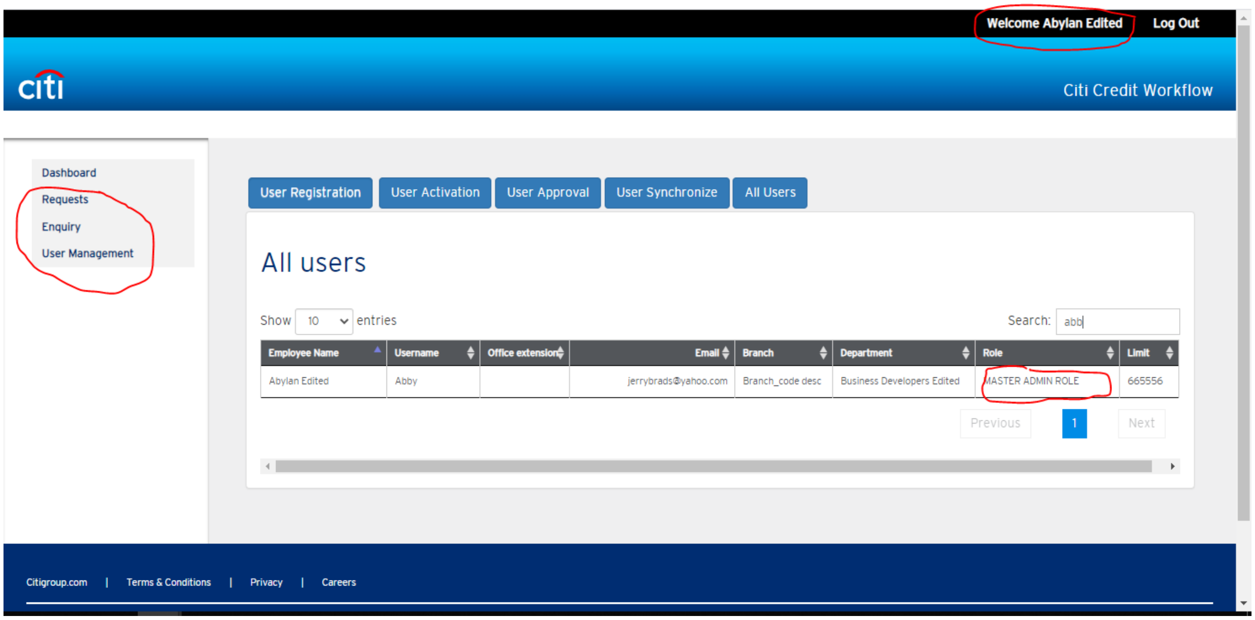
Maker Checker to validate the same is implemented as shown above

Login as another user and approve the edited details



The user details are approved successfully as shown below



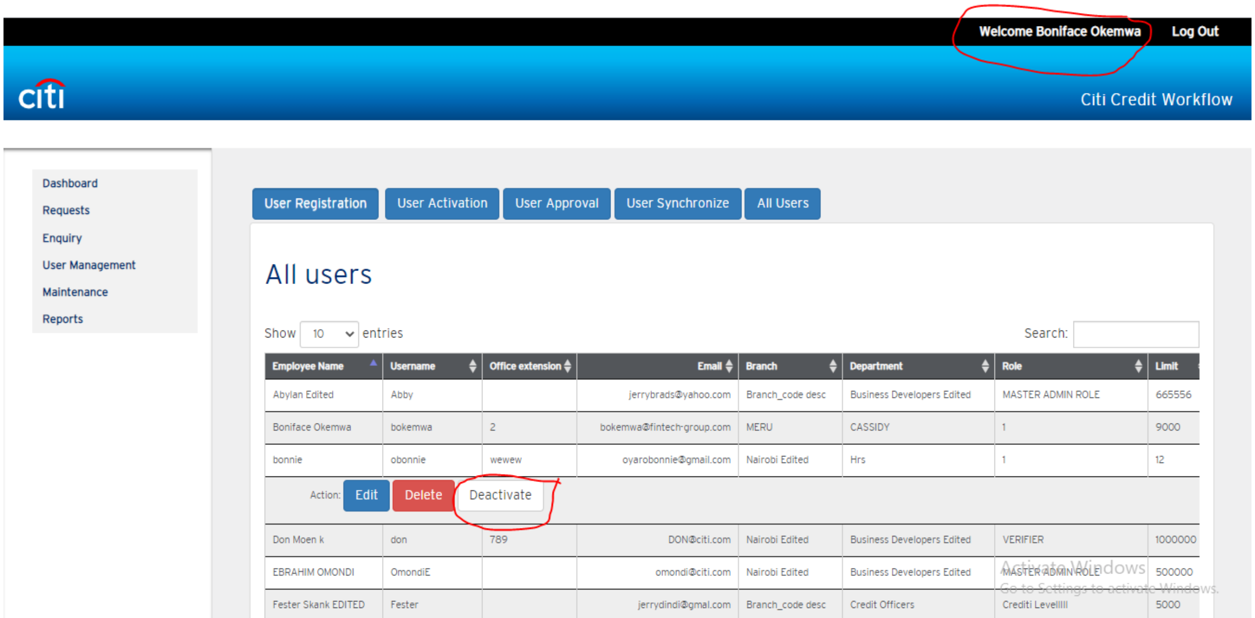


Deactivation of users

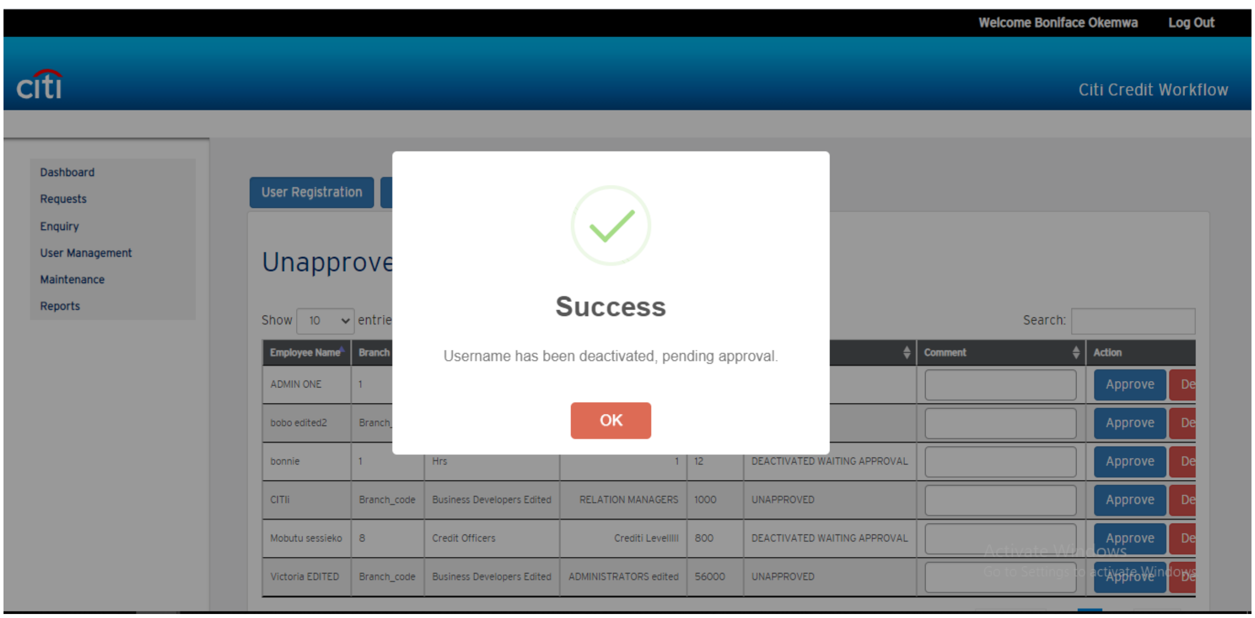
This feature can be used to deactivate system users

To achieve this; Go to;

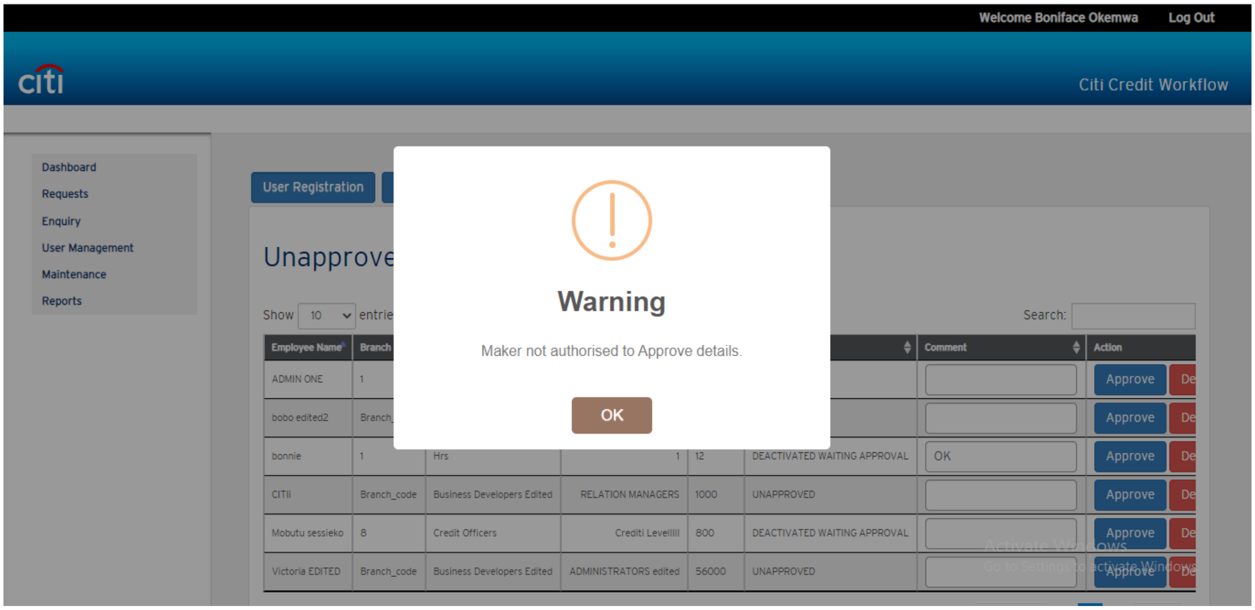
List of users, Click Deactivate.



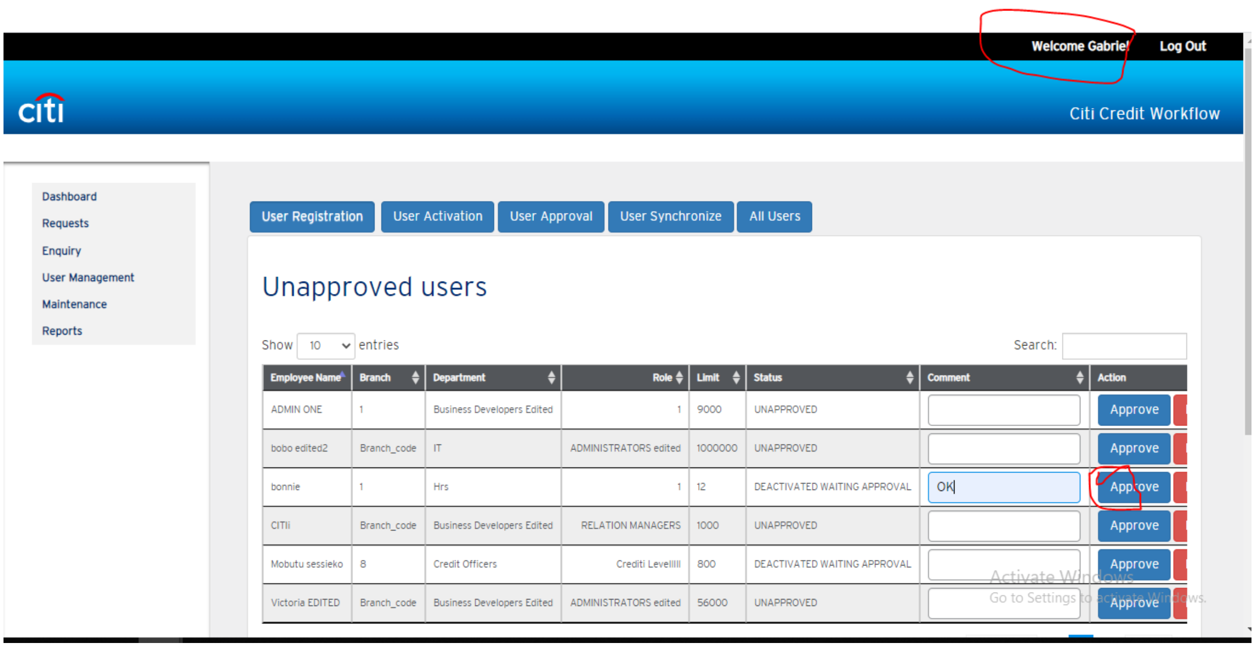
On success, the below will be shown



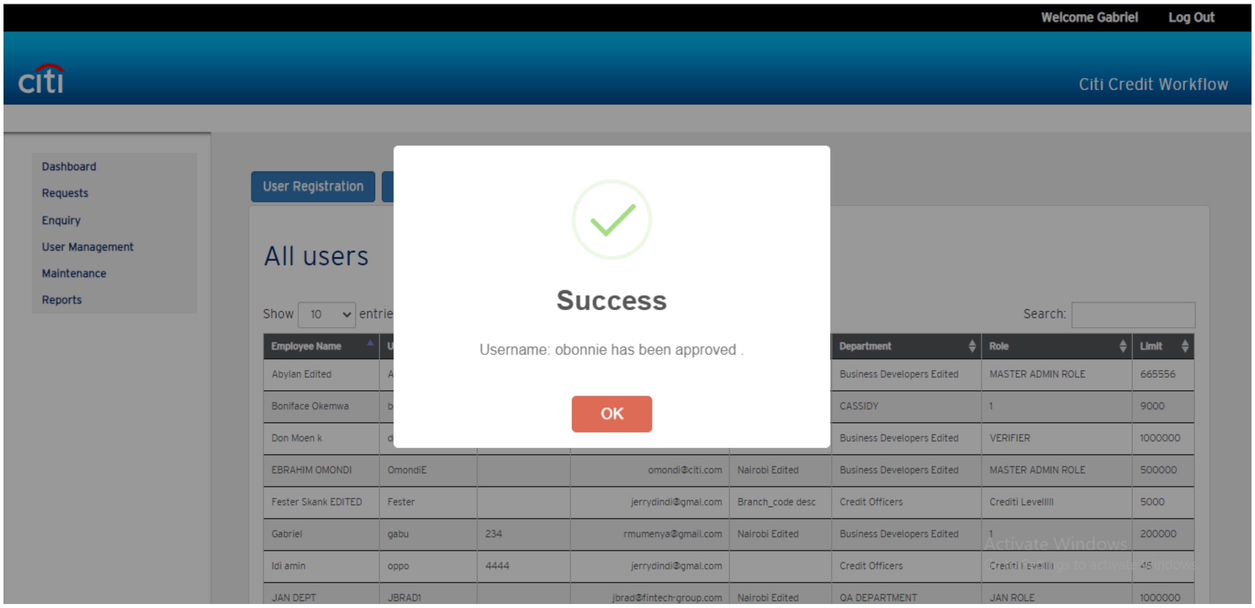
Maker Checker is validated on deactivation of users as seen from snapshot below



Login as another user and approve the deactivation as shown below



On successful approval, the below popup will be displayed

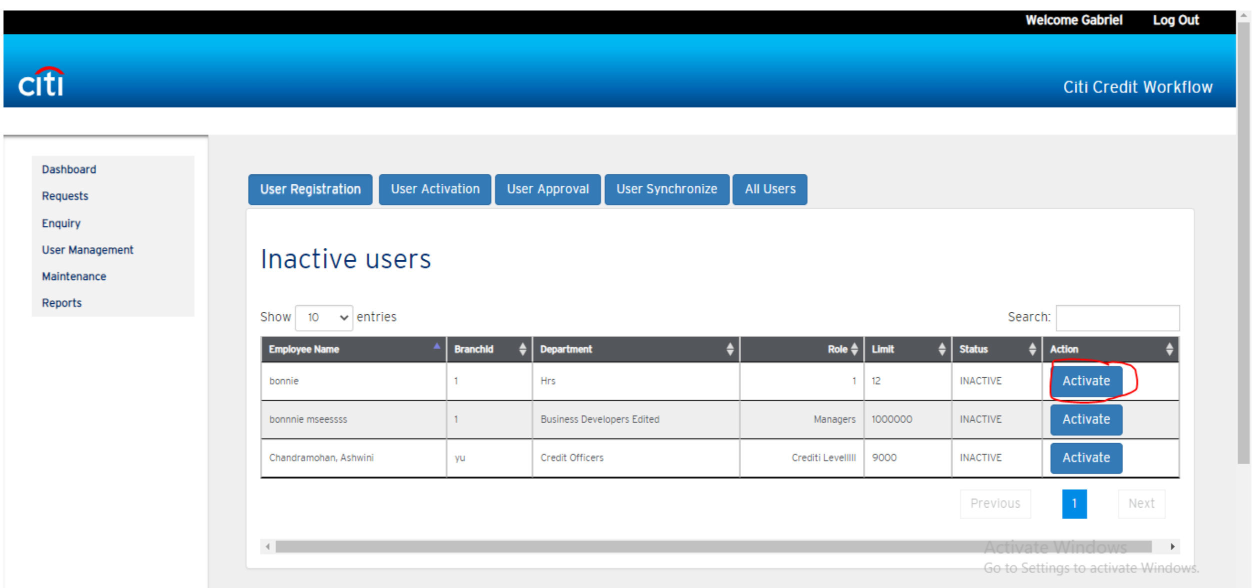


Activation of Users

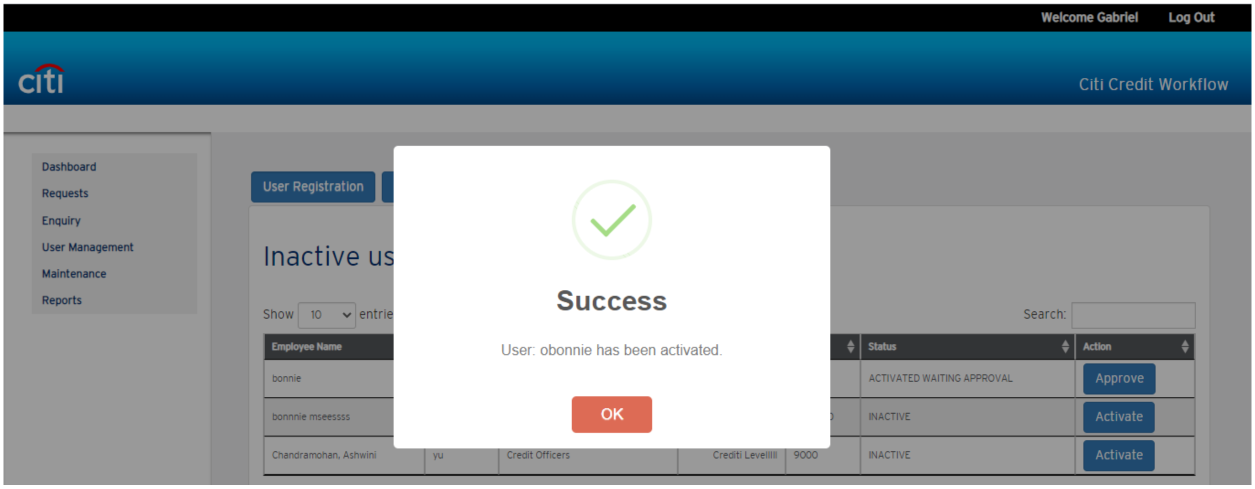
This feature allows for activation of inactive users,

To achieve this; Go to;

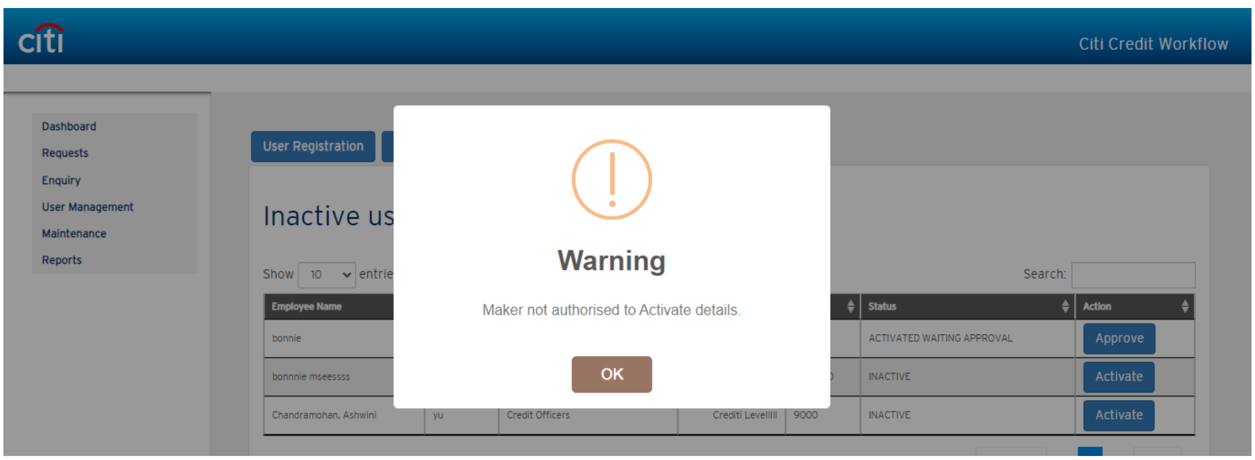
User Management Menu >Users >User Activation



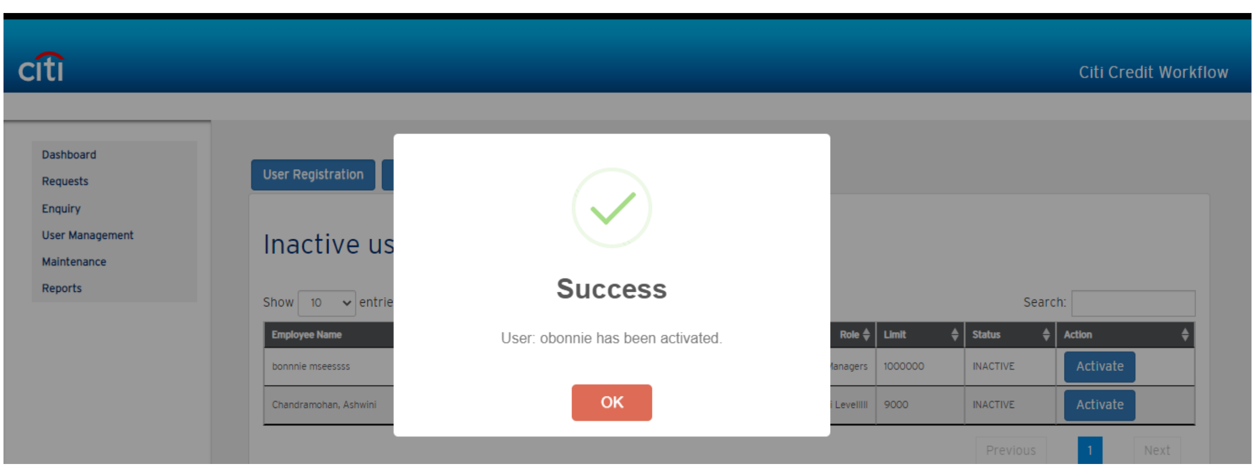
Click activate to activate inactive user as shown below



Maker checker is implemented to enforce approvals as shown below

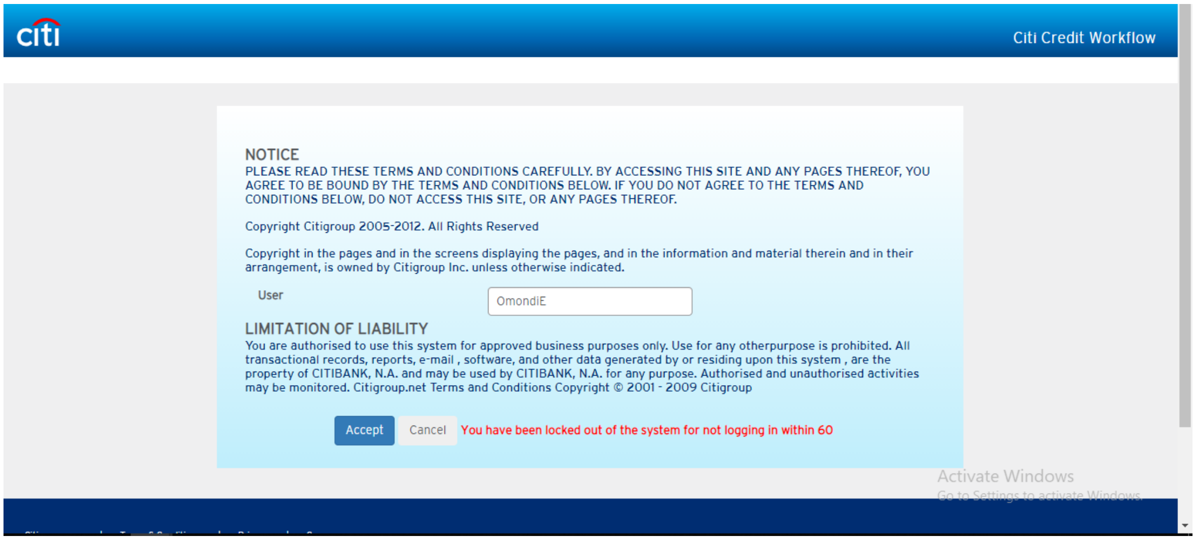


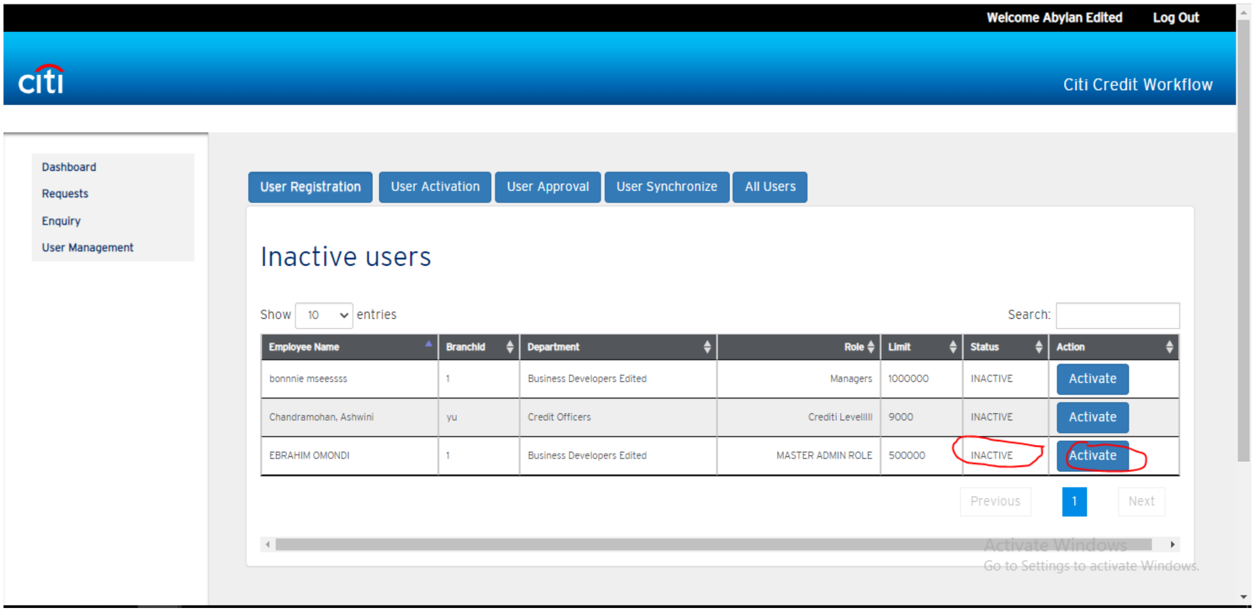
Login as another user to approve the activated user as shown below



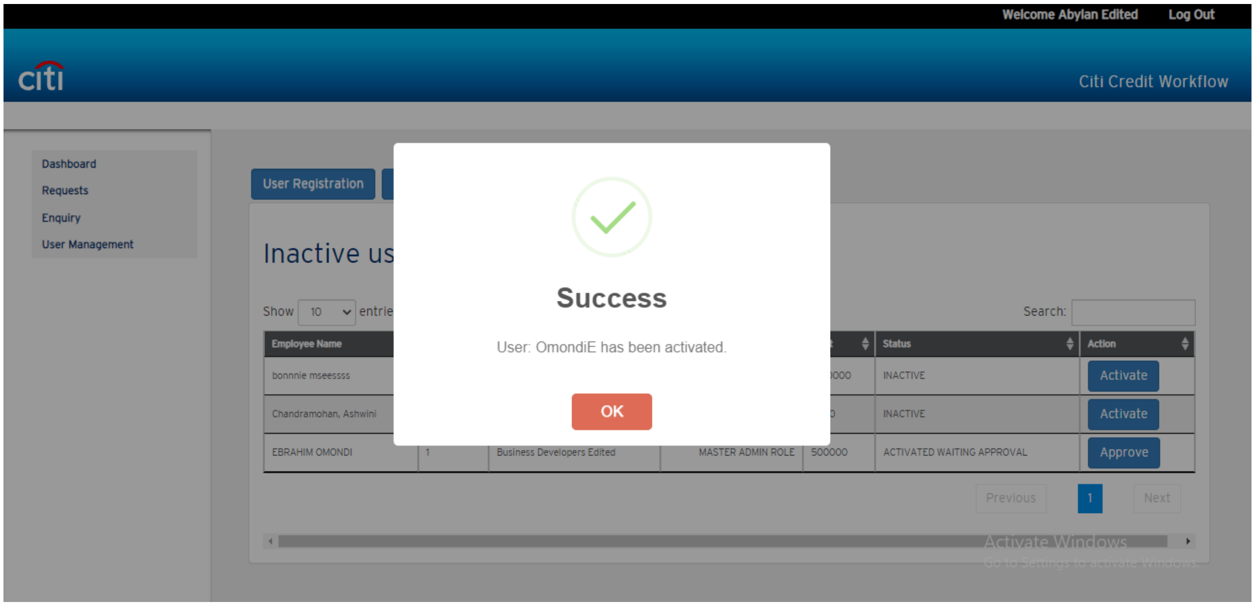
Locked Out Users Activation

This feature enables activation of users who have been locked out by the system as shown below

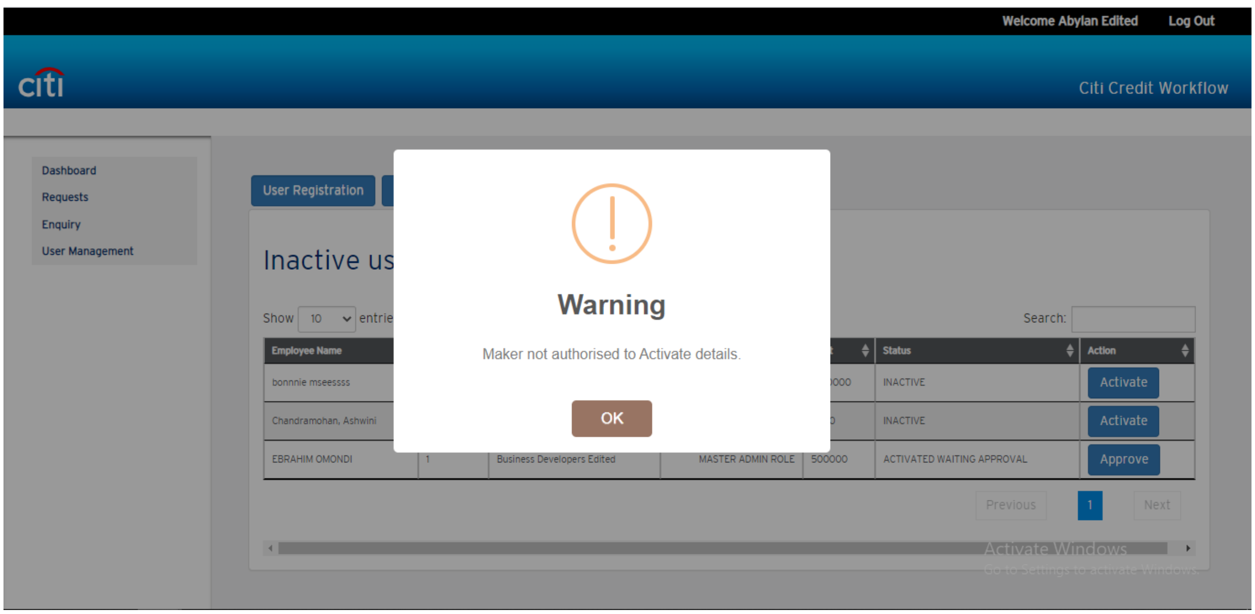




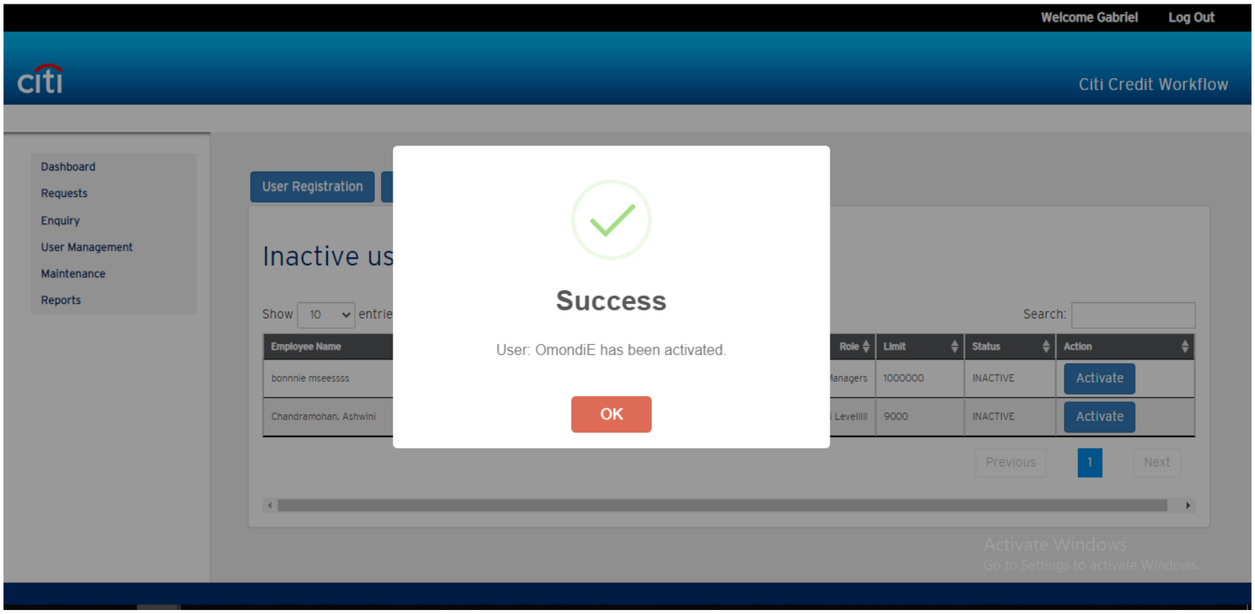
Click activate button under listing of inactive users in the user management module as shown below



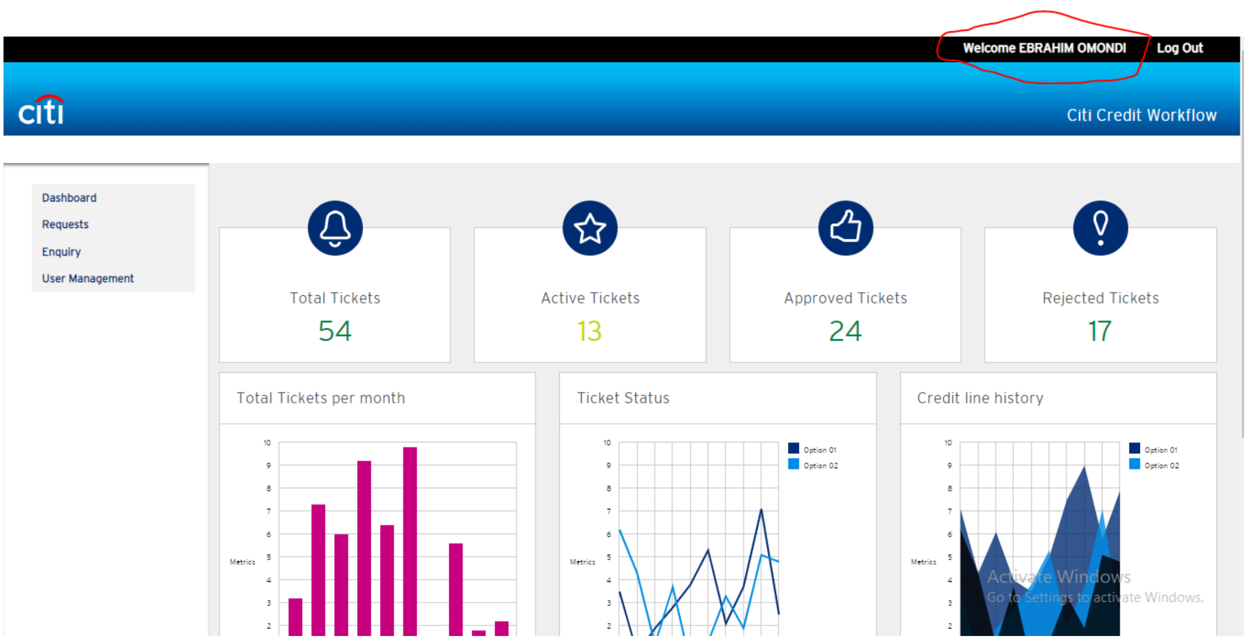
Maker checker validation on this activation is also implemented as shown below



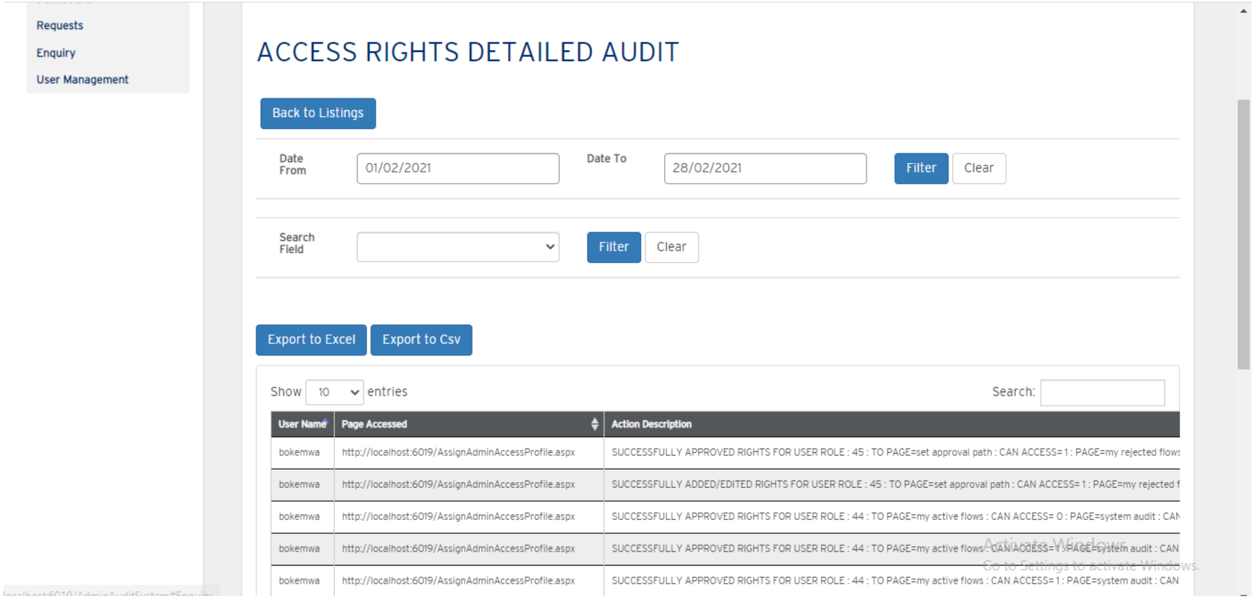
Login as another user to approve the activated user as shown below

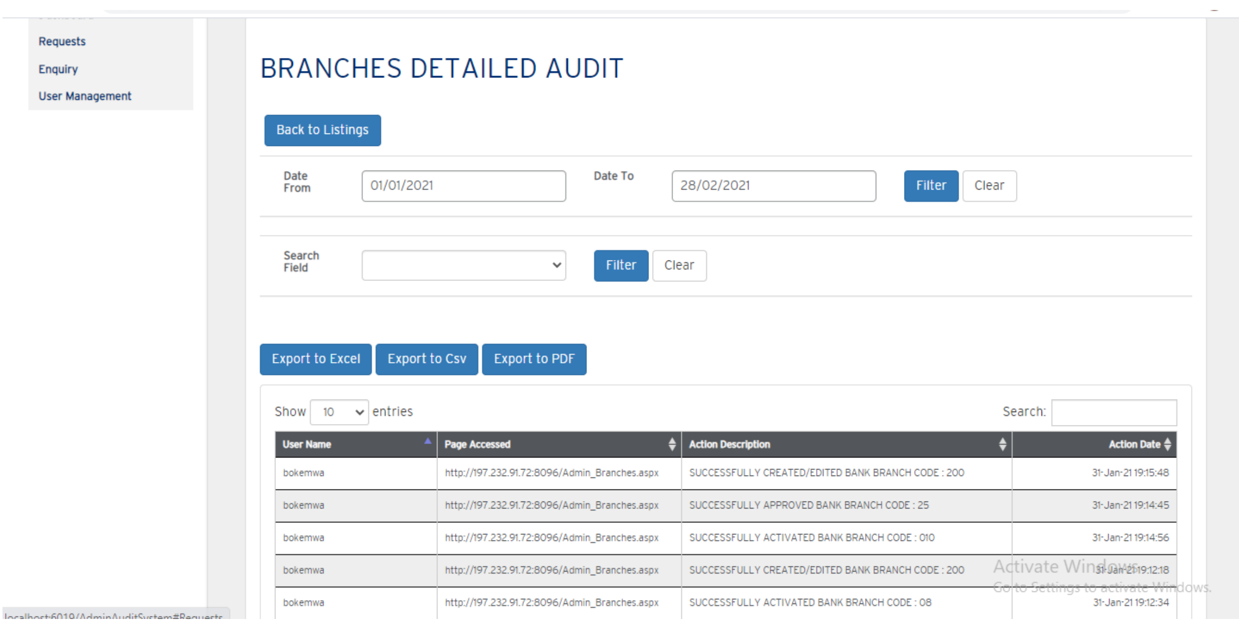


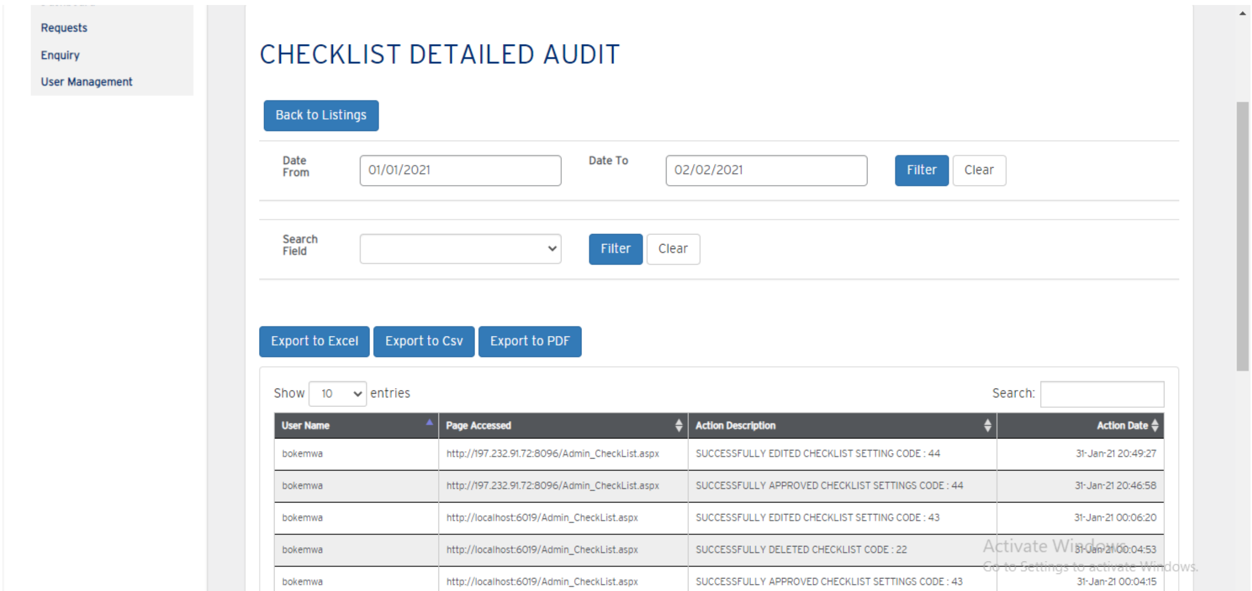
The unlocked user can now proceed with successful login as shown below.



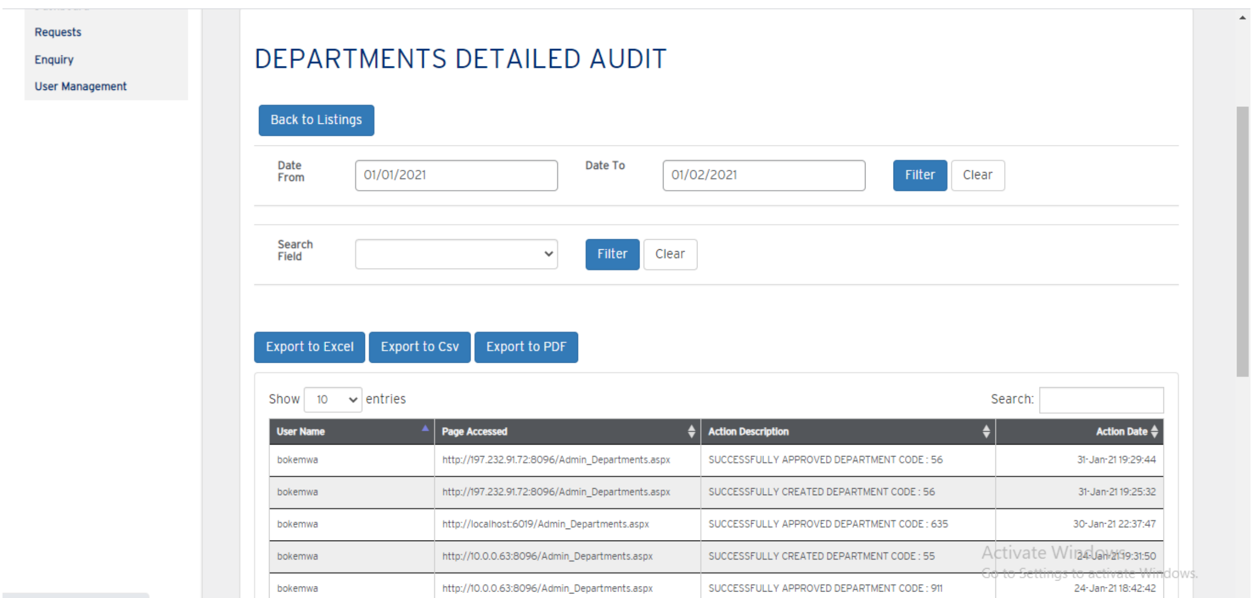
System Audit Trail



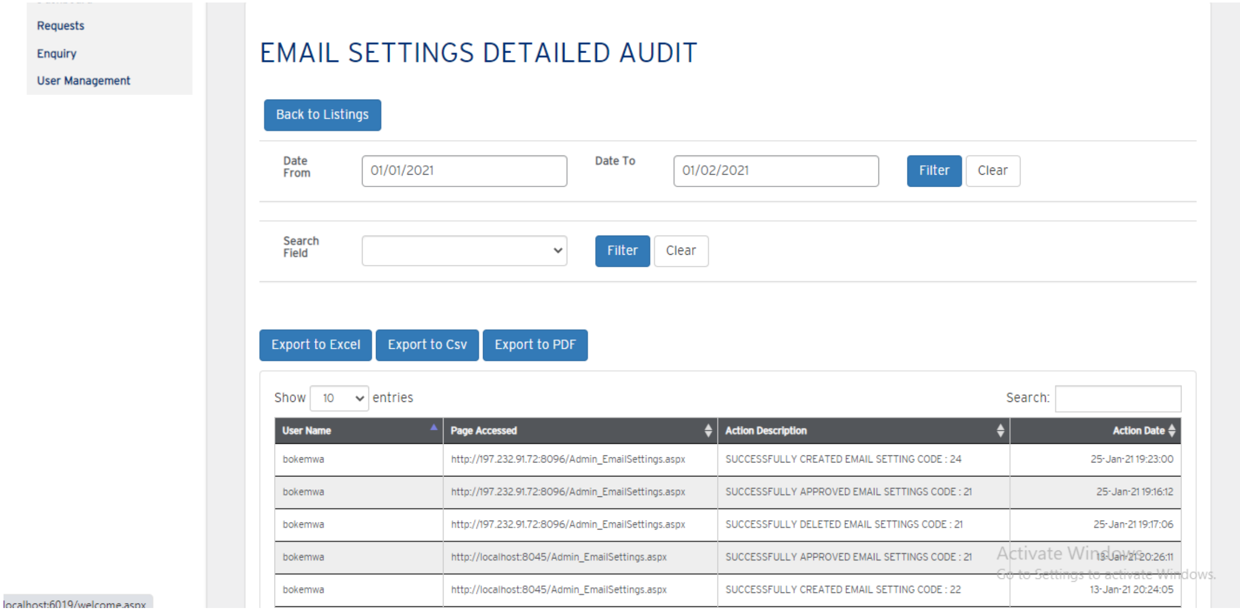




User Name	Page Accessed	Action Description	Action Date
bokemwa	http://197.232.91.72:8096/Admin_CheckList.aspx	SUCCESSFULLY EDITED CHECKLIST SETTING CODE : 44	31-Jan-21 20:49:27
bokemwa	http://197.232.91.72:8096/Admin_CheckList.aspx	SUCCESSFULLY APPROVED CHECKLIST SETTINGS CODE : 44	31-Jan-21 20:46:58
bokemwa	http://localhost:6019/Admin_CheckList.aspx	SUCCESSFULLY EDITED CHECKLIST SETTING CODE : 43	31-Jan-21 00:06:20
bokemwa	http://localhost:6019/Admin_CheckList.aspx	SUCCESSFULLY DELETED CHECKLIST CODE : 22	31-Jan-21 00:04:53
bokemwa	http://localhost:6019/Admin_CheckList.aspx	SUCCESSFULLY APPROVED CHECKLIST SETTINGS CODE : 43	31-Jan-21 00:04:15



User Name	Page Accessed	Action Description	Action Date
bokemwa	http://197.232.91.72:8096/Admin_Departments.aspx	SUCCESSFULLY APPROVED DEPARTMENT CODE : 56	31-Jan-21 19:29:44
bokemwa	http://197.232.91.72:8096/Admin_Departments.aspx	SUCCESSFULLY CREATED DEPARTMENT CODE : 56	31-Jan-21 19:25:32
bokemwa	http://localhost:6019/Admin_Departments.aspx	SUCCESSFULLY APPROVED DEPARTMENT CODE : 635	30-Jan-21 22:37:47
bokemwa	http://10.0.0.63:8096/Admin_Departments.aspx	SUCCESSFULLY CREATED DEPARTMENT CODE : 55	24-Jan-21 19:31:50
bokemwa	http://10.0.0.63:8096/Admin_Departments.aspx	SUCCESSFULLY APPROVED DEPARTMENT CODE : 911	24-Jan-21 18:42:42


Requests
Enquiry
User Management

EMAIL SETTINGS DETAILED AUDIT

Back to Listings

Date From 01/01/2021 Date To 01/02/2021 Filter Clear

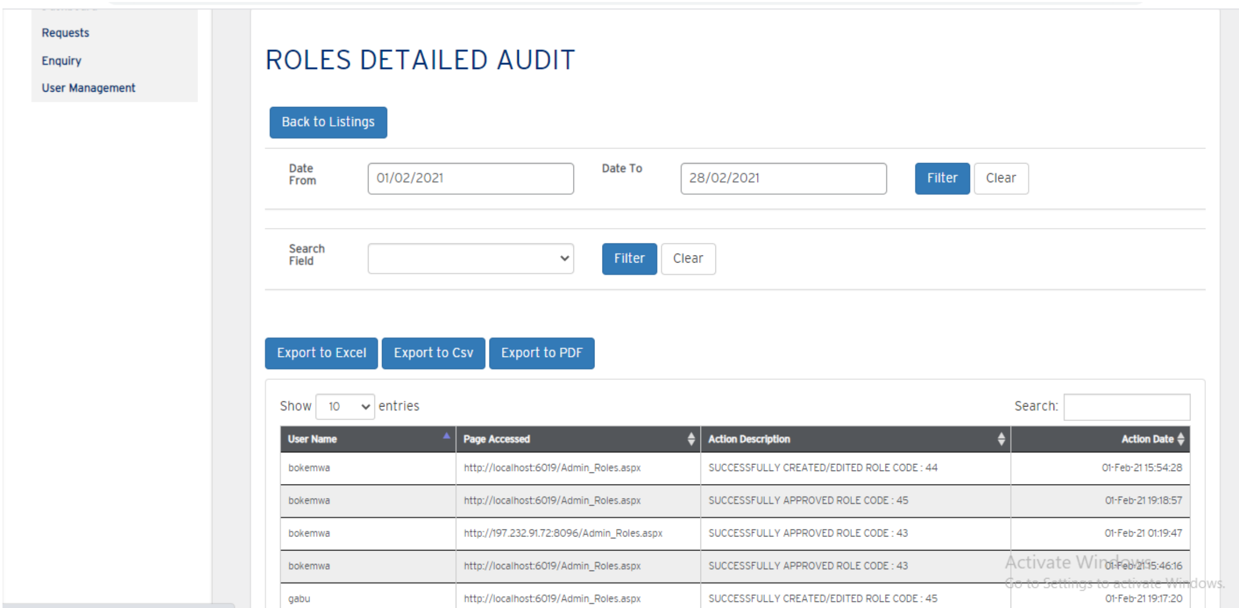
Search Field Filter Clear

Export to Excel Export to Csv Export to PDF

Show 10 entries Search:

User Name	Page Accessed	Action Description	Action Date
bokemwa	http://197.232.91.72:8096/Admin_EmailSettings.aspx	SUCCESSFULLY CREATED EMAIL SETTING CODE : 24	25-Jan-21 19:23:00
bokemwa	http://197.232.91.72:8096/Admin_EmailSettings.aspx	SUCCESSFULLY APPROVED EMAIL SETTINGS CODE : 21	25-Jan-21 19:16:12
bokemwa	http://197.232.91.72:8096/Admin_EmailSettings.aspx	SUCCESSFULLY DELETED EMAIL SETTINGS CODE : 21	25-Jan-21 19:17:06
bokemwa	http://localhost:8045/Admin_EmailSettings.aspx	SUCCESSFULLY APPROVED EMAIL SETTINGS CODE : 21	13-Jan-21 20:26:11
bokemwa	http://localhost:8045/Admin_EmailSettings.aspx	SUCCESSFULLY CREATED EMAIL SETTING CODE : 22	13-Jan-21 20:24:05

localhost:6019/welcome.aspx


Requests
Enquiry
User Management

ROLES DETAILED AUDIT

Back to Listings

Date From 01/02/2021 Date To 28/02/2021 Filter Clear

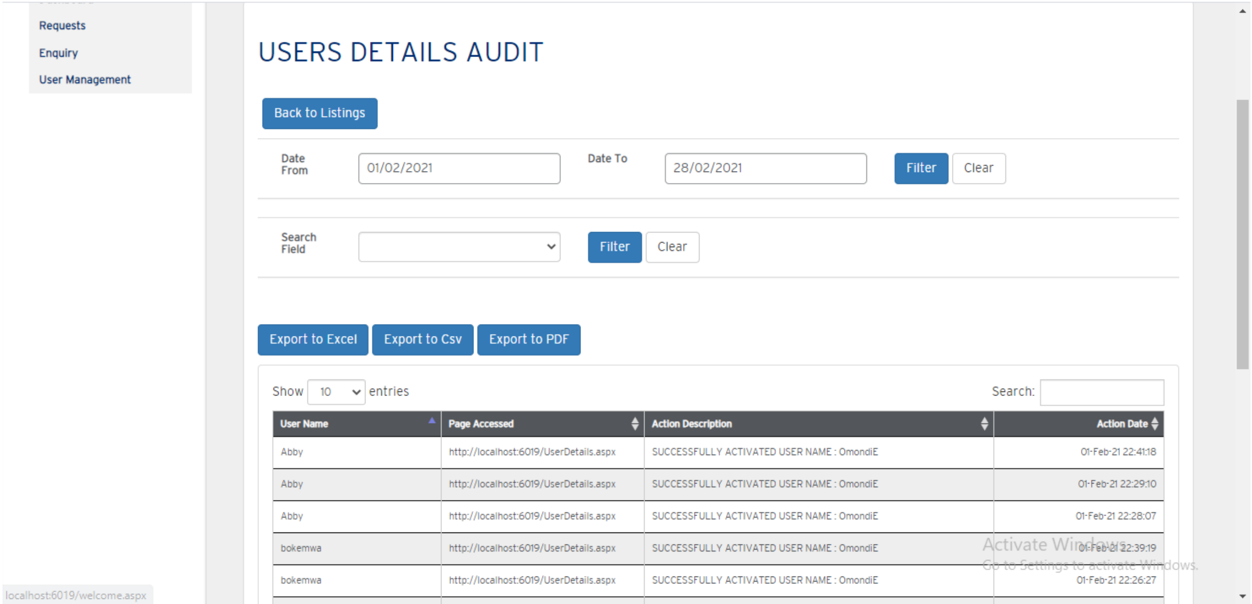
Search Field Filter Clear

Export to Excel Export to Csv Export to PDF

Show 10 entries Search:

User Name	Page Accessed	Action Description	Action Date
bokemwa	http://localhost:6019/Admin_Roles.aspx	SUCCESSFULLY CREATED/EDITED ROLE CODE : 44	01-Feb-21 15:54:28
bokemwa	http://localhost:6019/Admin_Roles.aspx	SUCCESSFULLY APPROVED ROLE CODE : 45	01-Feb-21 19:18:57
bokemwa	http://197.232.91.72:8096/Admin_Roles.aspx	SUCCESSFULLY APPROVED ROLE CODE : 43	01-Feb-21 01:19:47
bokemwa	http://localhost:6019/Admin_Roles.aspx	SUCCESSFULLY APPROVED ROLE CODE : 43	01-Feb-21 15:46:16
gabu	http://localhost:6019/Admin_Roles.aspx	SUCCESSFULLY CREATED/EDITED ROLE CODE : 45	01-Feb-21 19:17:20

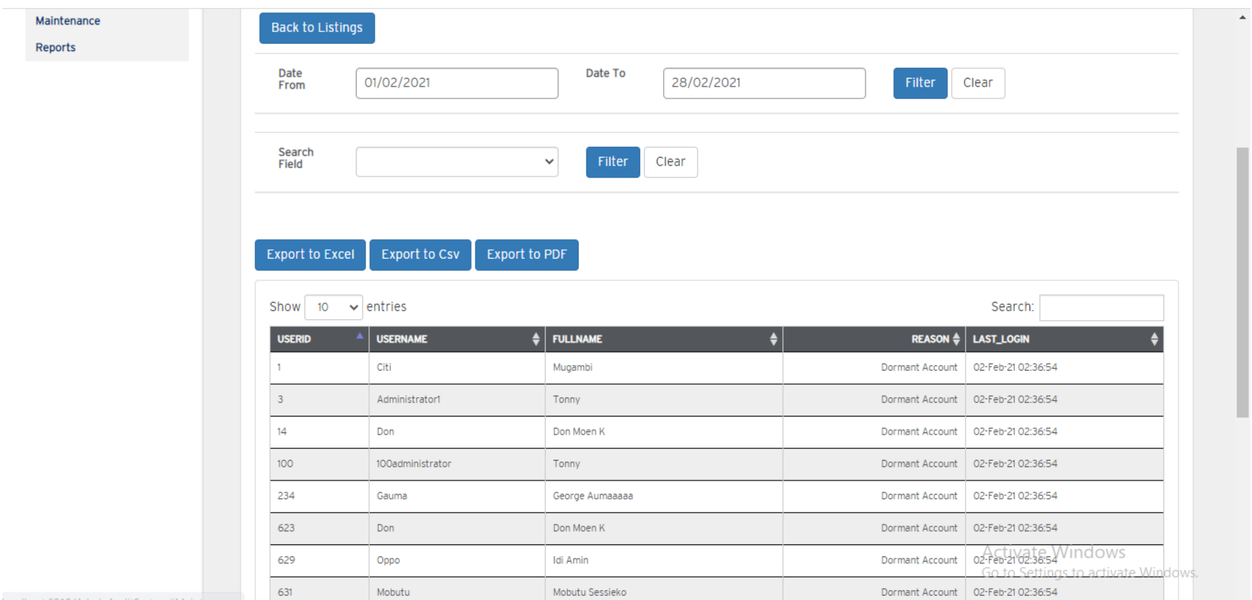
localhost:6019/AdminAuditSystem#Requests



Requests
Enquiry
User Management
USERS DETAILS AUDIT
Back to Listings
Date From 01/02/2021
Date To 28/02/2021
Filter
Clear
Search Field
Filter
Clear
Export to Excel
Export to Csv
Export to PDF
Show 10 entries
Search:

User Name	Page Accessed	Action Description	Action Date
Abby	http://localhost:6019/UserDetails.aspx	SUCCESSFULLY ACTIVATED USER NAME : OmondiE	01-Feb-21 22:41:18
Abby	http://localhost:6019/UserDetails.aspx	SUCCESSFULLY ACTIVATED USER NAME : OmondiE	01-Feb-21 22:29:10
Abby	http://localhost:6019/UserDetails.aspx	SUCCESSFULLY ACTIVATED USER NAME : OmondiE	01-Feb-21 22:28:07
bokemwa	http://localhost:6019/UserDetails.aspx	SUCCESSFULLY ACTIVATED USER NAME : OmondiE	01-Feb-21 22:39:19
bokemwa	http://localhost:6019/UserDetails.aspx	SUCCESSFULLY ACTIVATED USER NAME : OmondiE	01-Feb-21 22:26:27

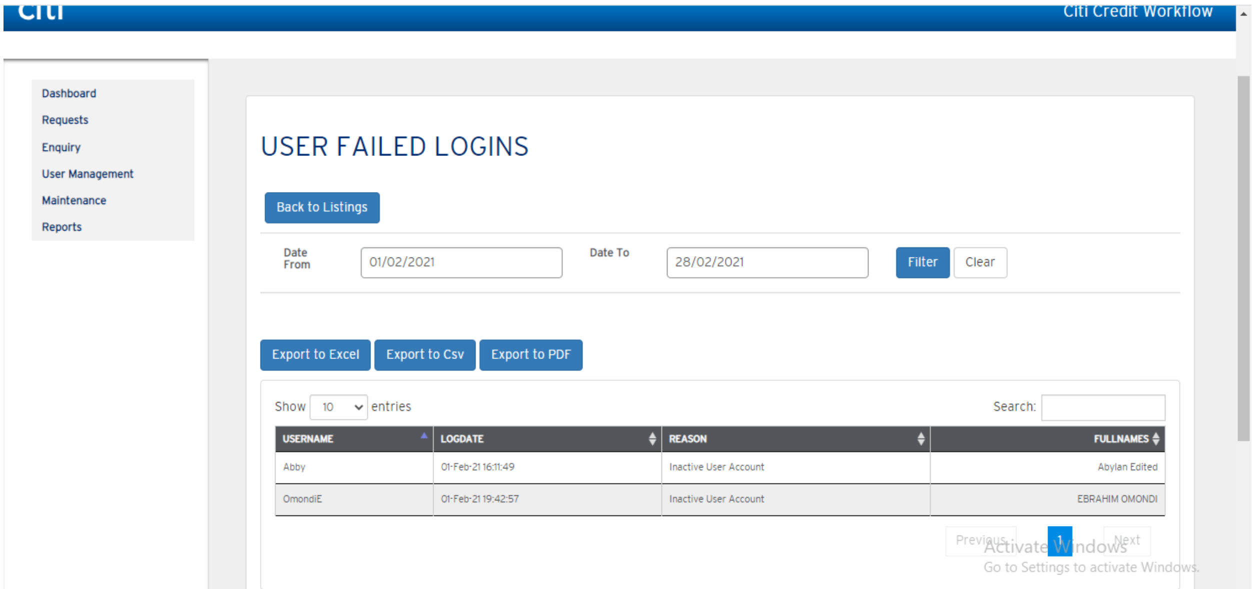
localhost:6019/welcome.aspx



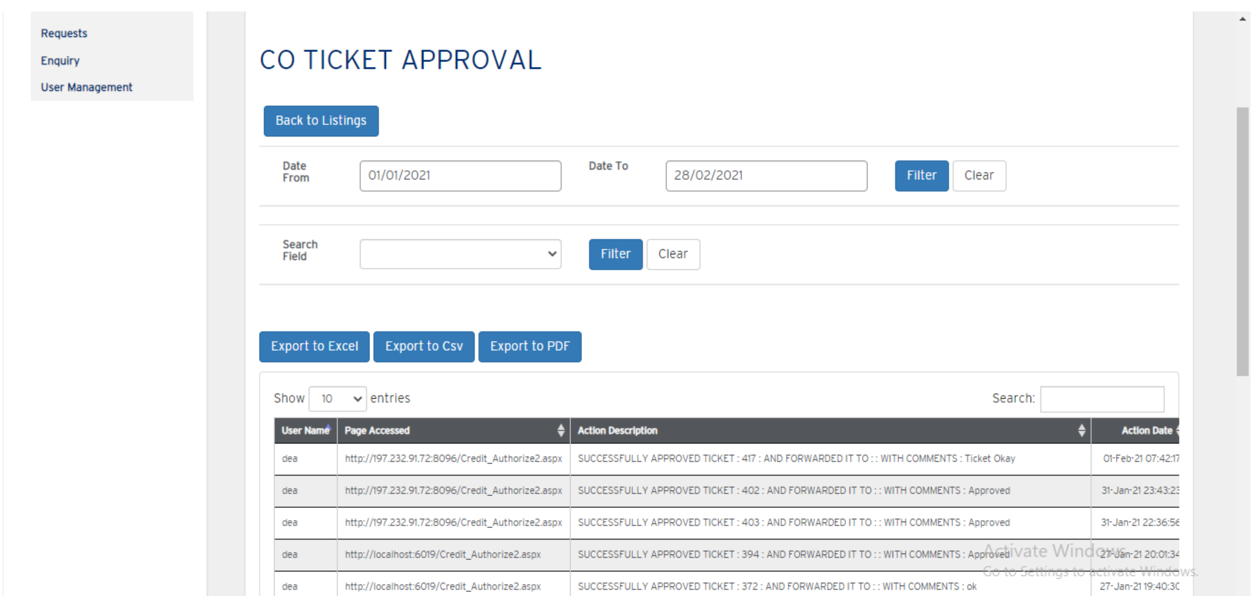
Maintenance
Reports
Back to Listings
Date From 01/02/2021
Date To 28/02/2021
Filter
Clear
Search Field
Filter
Clear
Export to Excel
Export to Csv
Export to PDF
Show 10 entries
Search:

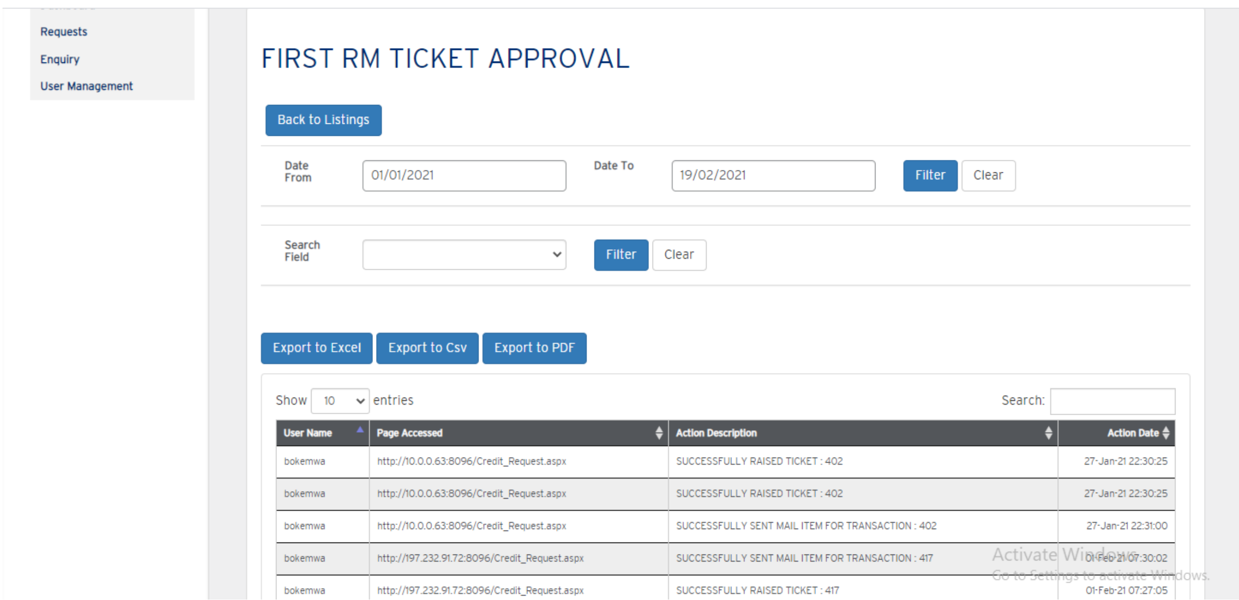
USERID	USERNAME	FULLNAME	REASON	LAST_LOGIN
1	Citi	Mugambi	Dormant Account	02-Feb-21 02:36:54
3	Administrator1	Tonny	Dormant Account	02-Feb-21 02:36:54
14	Don	Don Moen K	Dormant Account	02-Feb-21 02:36:54
100	100administrator	Tonny	Dormant Account	02-Feb-21 02:36:54
234	Gauma	George Aumaaaaa	Dormant Account	02-Feb-21 02:36:54
623	Don	Don Moen K	Dormant Account	02-Feb-21 02:36:54
629	Oppo	Idi Amin	Dormant Account	02-Feb-21 02:36:54
631	Mobutu	Mobutu Sessieko	Dormant Account	02-Feb-21 02:36:54

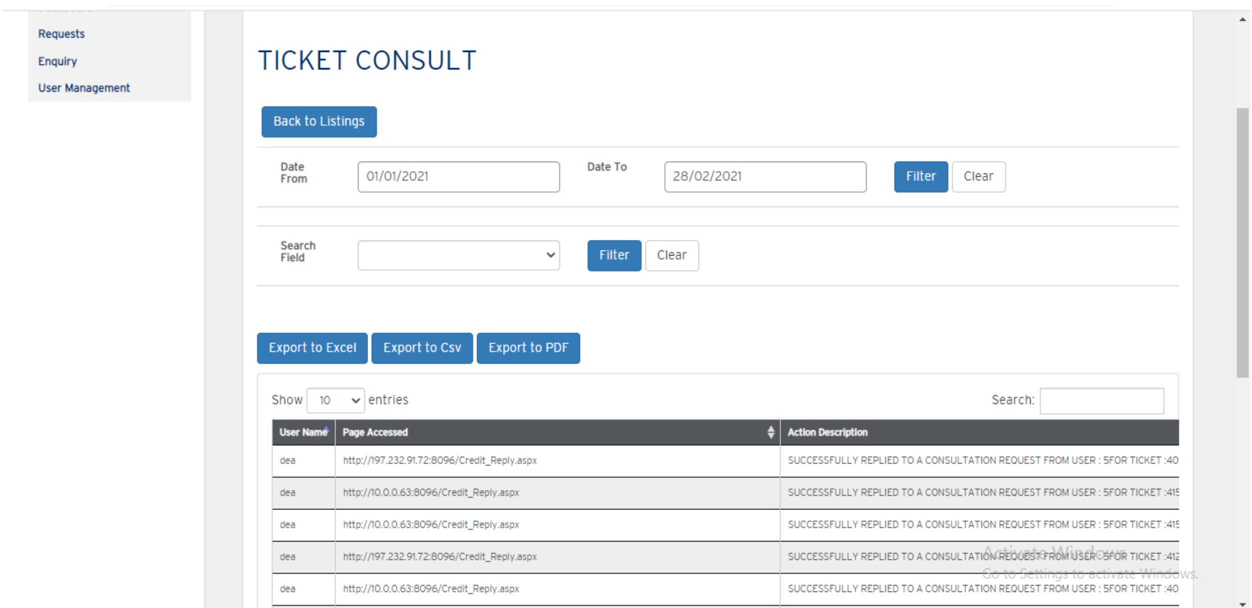
localhost:6019/AdminAuditSystem#Maintenance

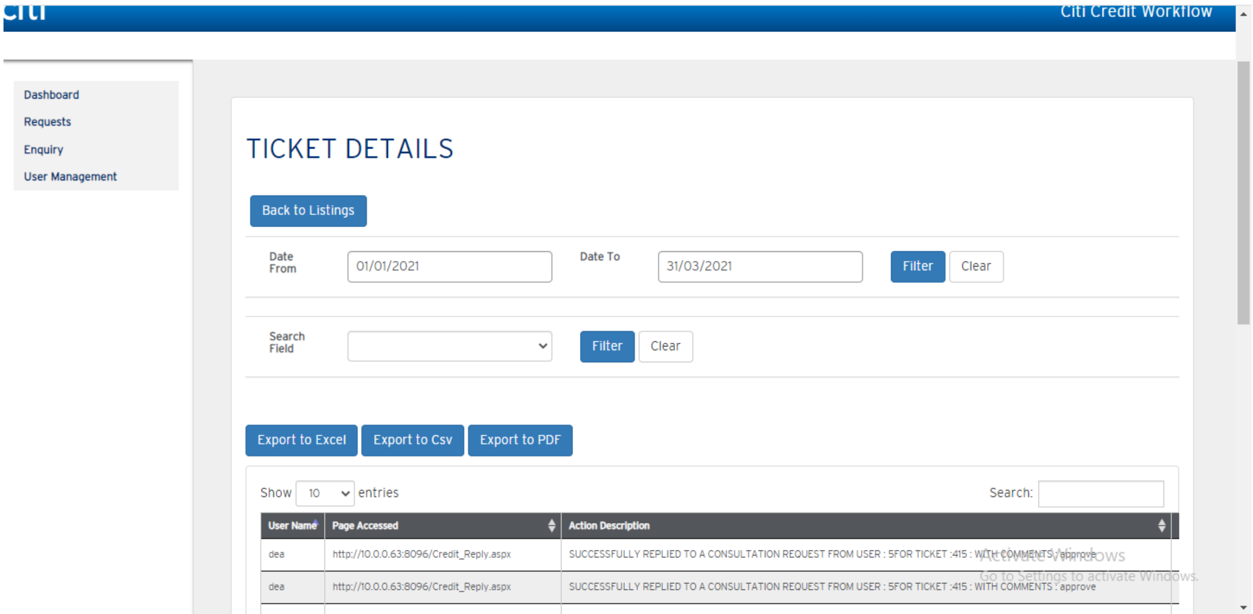


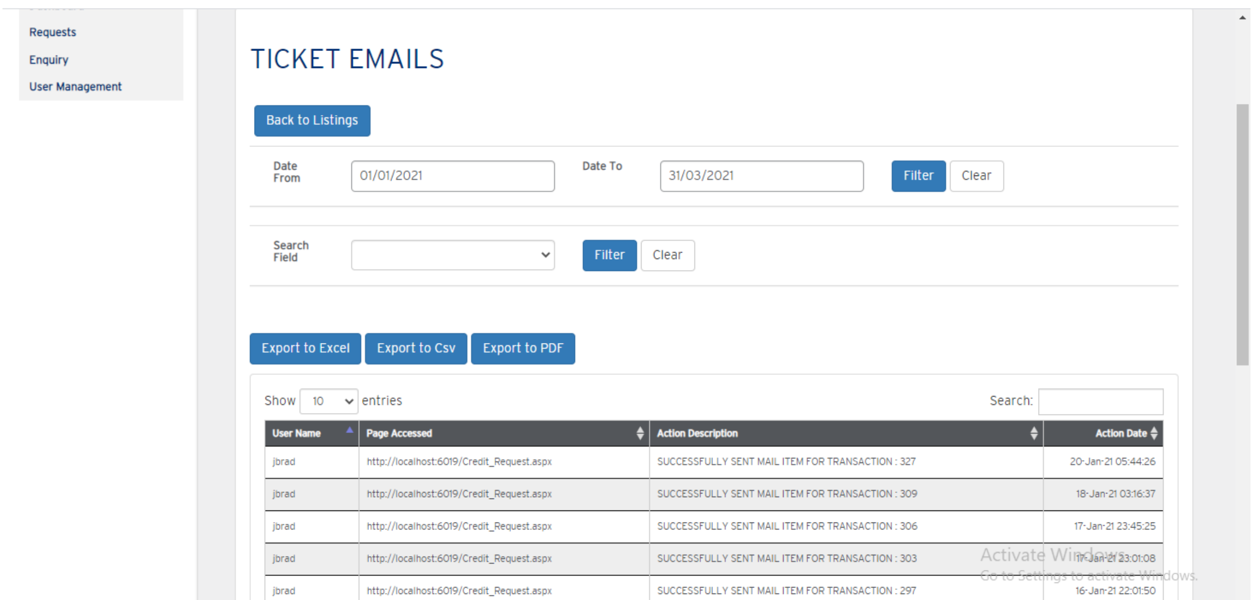
Operations Audit Trail

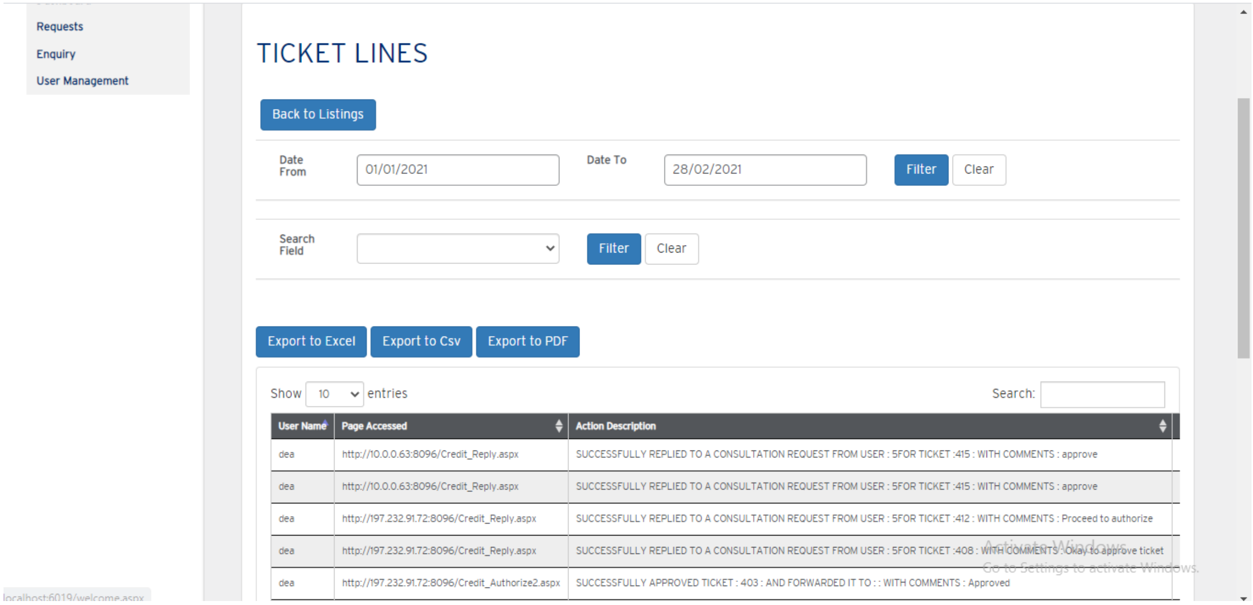


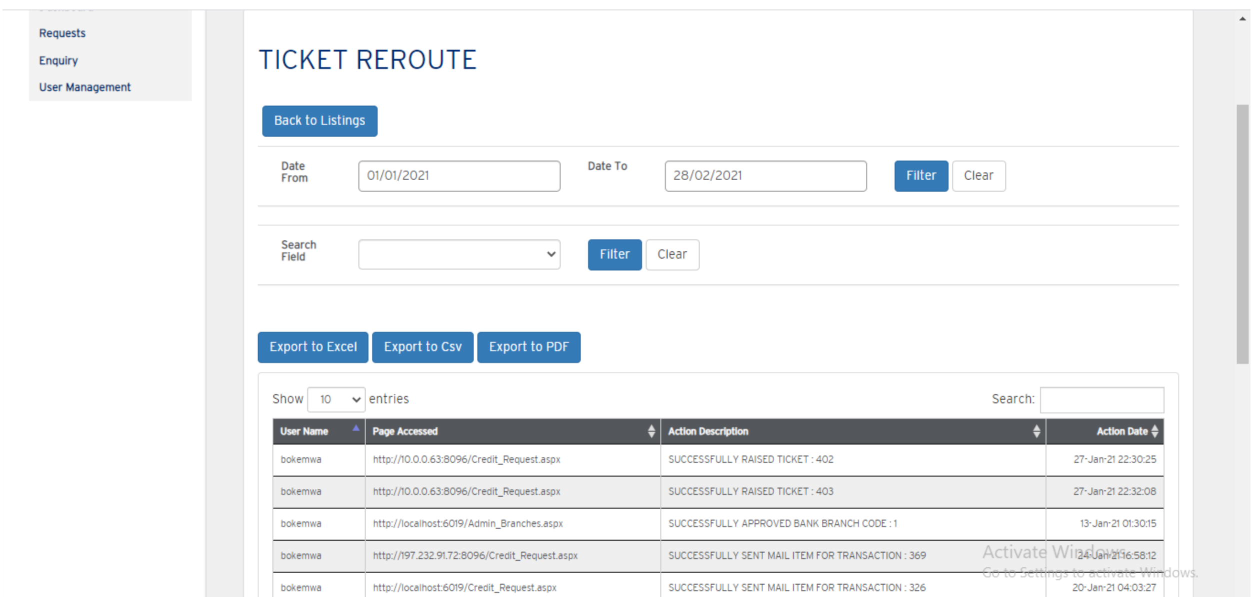

Requests
Enquiry
User Management
FIRST RM TICKET APPROVAL
Back to Listings
Date From
01/01/2021
Date To
19/02/2021
Filter
Clear
Search Field
Filter
Clear
Export to Excel
Export to Csv
Export to PDF
Show 10 entries
Search:
User Name
Page Accessed
Action Description
Action Date
bokemwa
http://10.0.0.63:8096/Credit_Request.aspx
SUCCESSFULLY RAISED TICKET : 402
27-Jan-21 22:30:25
bokemwa
http://10.0.0.63:8096/Credit_Request.aspx
SUCCESSFULLY RAISED TICKET : 402
27-Jan-21 22:30:25
bokemwa
http://10.0.0.63:8096/Credit_Request.aspx
SUCCESSFULLY SENT MAIL ITEM FOR TRANSACTION : 402
27-Jan-21 22:31:00
bokemwa
http://197.232.91.72:8096/Credit_Request.aspx
SUCCESSFULLY SENT MAIL ITEM FOR TRANSACTION : 417
01-Feb-21 07:30:02
bokemwa
http://197.232.91.72:8096/Credit_Request.aspx
SUCCESSFULLY RAISED TICKET : 417
01-Feb-21 07:27:05
Activate Windows
Go to Settings to activate Windows.


Requests
Enquiry
User Management
TICKET CONSULT
Back to Listings
Date From
01/01/2021
Date To
28/02/2021
Filter
Clear
Search Field
Filter
Clear
Export to Excel
Export to Csv
Export to PDF
Show 10 entries
Search:
User Name
Page Accessed
Action Description
dea
http://197.232.91.72:8096/Credit_Reply.aspx
SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :40
dea
http://10.0.0.63:8096/Credit_Reply.aspx
SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :41
dea
http://10.0.0.63:8096/Credit_Reply.aspx
SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :41
dea
http://197.232.91.72:8096/Credit_Reply.aspx
SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :41
dea
http://10.0.0.63:8096/Credit_Reply.aspx
SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :40
Activate Windows
Go to Settings to activate Windows.


Citi Credit Workflow
Dashboard
Requests
Enquiry
User Management
TICKET DETAILS
Back to Listings
Date From
01/01/2021
Date To
31/03/2021
Filter
Clear
Search Field
Filter
Clear
Export to Excel
Export to Csv
Export to PDF
Show 10 entries
Search:
User Name
Page Accessed
Action Description
dea
http://10.0.0.63:8096/Credit_Reply.aspx
SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :415 : WITH COMMENTS : approve
dea
http://10.0.0.63:8096/Credit_Reply.aspx
SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :415 : WITH COMMENTS : approve
Activate Windows
Go to Settings to activate Windows.


Requests
Enquiry
User Management
TICKET EMAILS
Back to Listings
Date From
01/01/2021
Date To
31/03/2021
Filter
Clear
Search Field
Filter
Clear
Export to Excel
Export to Csv
Export to PDF
Show 10 entries
Search:
User Name
Page Accessed
Action Description
Action Date
jbrad
http://localhost:6019/Credit_Request.aspx
SUCCESSFULLY SENT MAIL ITEM FOR TRANSACTION : 327
20-Jan-21 05:44:26
jbrad
http://localhost:6019/Credit_Request.aspx
SUCCESSFULLY SENT MAIL ITEM FOR TRANSACTION : 309
18-Jan-21 03:16:37
jbrad
http://localhost:6019/Credit_Request.aspx
SUCCESSFULLY SENT MAIL ITEM FOR TRANSACTION : 306
17-Jan-21 23:45:25
jbrad
http://localhost:6019/Credit_Request.aspx
SUCCESSFULLY SENT MAIL ITEM FOR TRANSACTION : 303
17-Jan-21 23:01:08
jbrad
http://localhost:6019/Credit_Request.aspx
SUCCESSFULLY SENT MAIL ITEM FOR TRANSACTION : 297
16-Jan-21 22:01:50
Activate Windows
Go to Settings to activate Windows.


Requests
Enquiry
User Management
TICKET LINES
Back to Listings
Date From
01/01/2021
Date To
28/02/2021
Filter
Clear
Search Field
Filter
Clear
Export to Excel
Export to Csv
Export to PDF
Show 10 entries
Search:
User Name | Page Accessed | Action Description
dea | http://10.0.0.63:8096/Credit_Reply.aspx | SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :415 : WITH COMMENTS : approve
dea | http://10.0.0.63:8096/Credit_Reply.aspx | SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :415 : WITH COMMENTS : approve
dea | http://197.232.91.72:8096/Credit_Reply.aspx | SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :412 : WITH COMMENTS : Proceed to authorize
dea | http://197.232.91.72:8096/Credit_Reply.aspx | SUCCESSFULLY REPLIED TO A CONSULTATION REQUEST FROM USER : 5FOR TICKET :408 : WITH COMMENTS : Okay to approve ticket
dea | http://197.232.91.72:8096/Credit_Authorize2.aspx | SUCCESSFULLY APPROVED TICKET : 403 : AND FORWARDED IT TO : : WITH COMMENTS : Approved
Activate Windows
Go to Settings to activate Windows.
localhost:6019/welcome.aspx


Requests
Enquiry
User Management
TICKET REROUTE
Back to Listings
Date From
01/01/2021
Date To
28/02/2021
Filter
Clear
Search Field
Filter
Clear
Export to Excel
Export to Csv
Export to PDF
Show 10 entries
Search:
User Name | Page Accessed | Action Description | Action Date
bokemwa | http://10.0.0.63:8096/Credit_Request.aspx | SUCCESSFULLY RAISED TICKET : 402 | 27-Jan-21 22:30:25
bokemwa | http://10.0.0.63:8096/Credit_Request.aspx | SUCCESSFULLY RAISED TICKET : 403 | 27-Jan-21 22:32:08
bokemwa | http://localhost:6019/Admin_Branches.aspx | SUCCESSFULLY APPROVED BANK BRANCH CODE : 1 | 13-Jan-21 01:30:15
bokemwa | http://197.232.91.72:8096/Credit_Request.aspx | SUCCESSFULLY SENT MAIL ITEM FOR TRANSACTION : 369 | 24-Jan-21 16:58:12
bokemwa | http://localhost:6019/Credit_Request.aspx | SUCCESSFULLY SENT MAIL ITEM FOR TRANSACTION : 326 | 20-Jan-21 04:03:27
Activate Windows
Go to Settings to activate Windows.

ENQUIRIES MODULE

This module is used by user to make various enquiries within the application

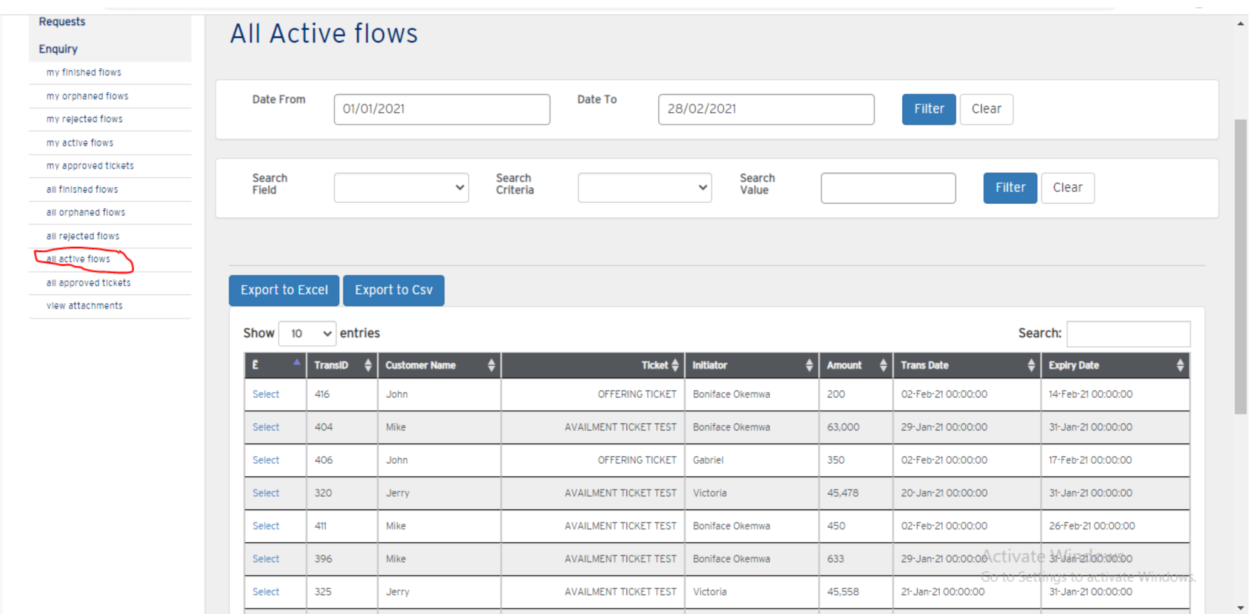
To Achieve this;

Go to;

Enquiries menu > Select desired Item to query from

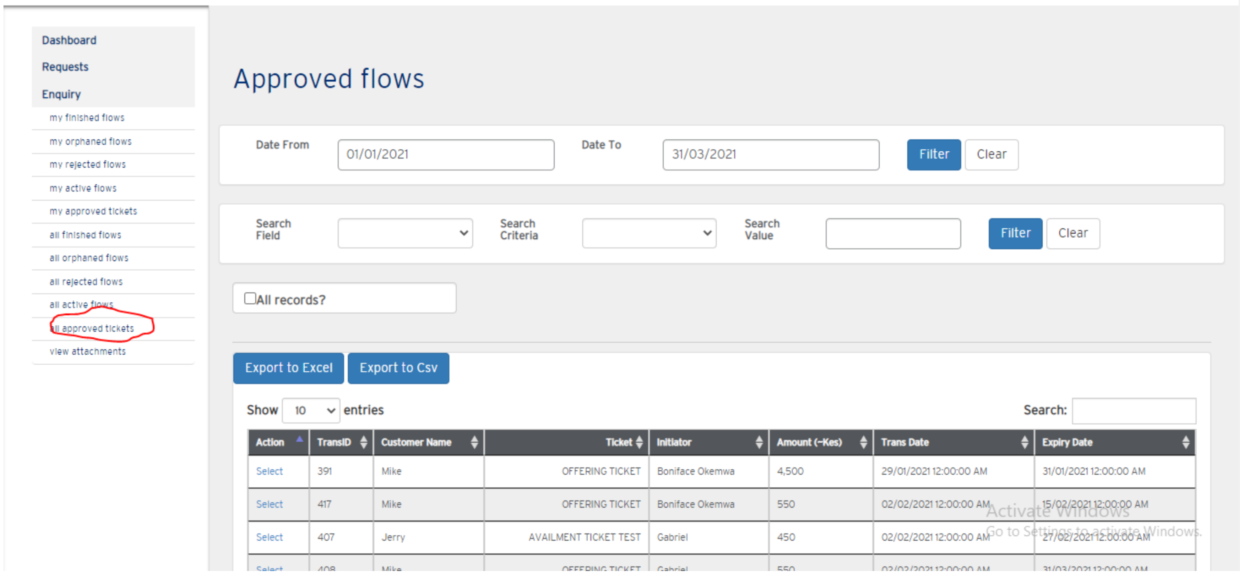
All Active Flows

-Will show a listing of all unapproved tickets raised by a given initiators or awaiting an RM's approval



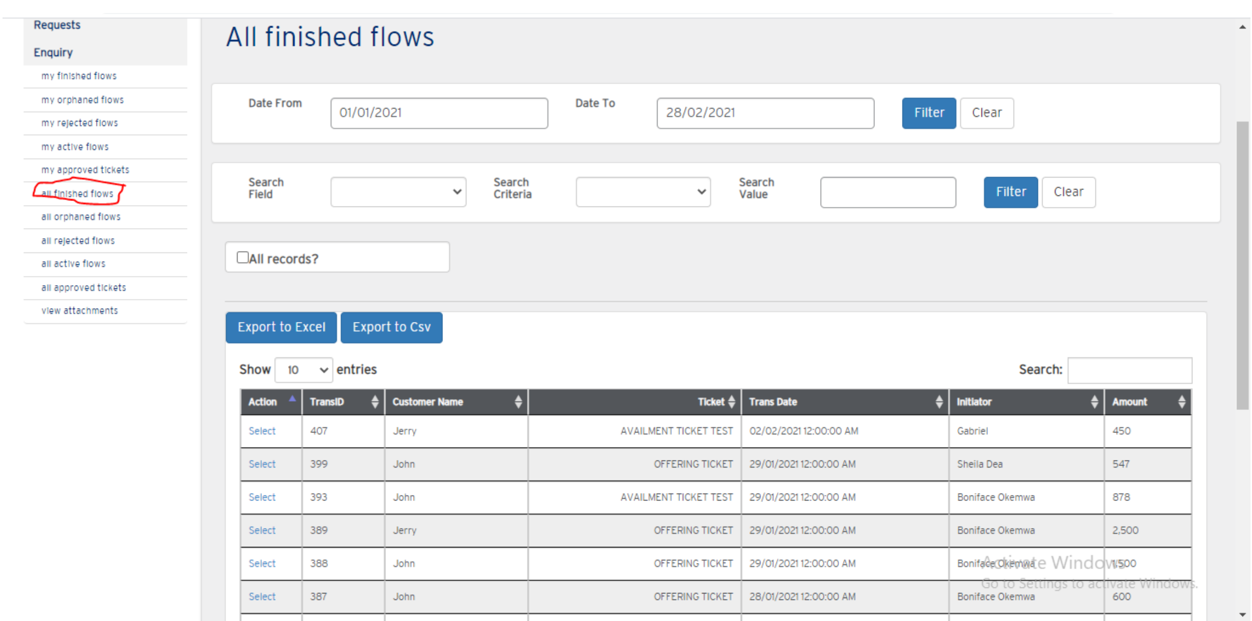
All Approved Flows

-Will show a listing of all approved tickets



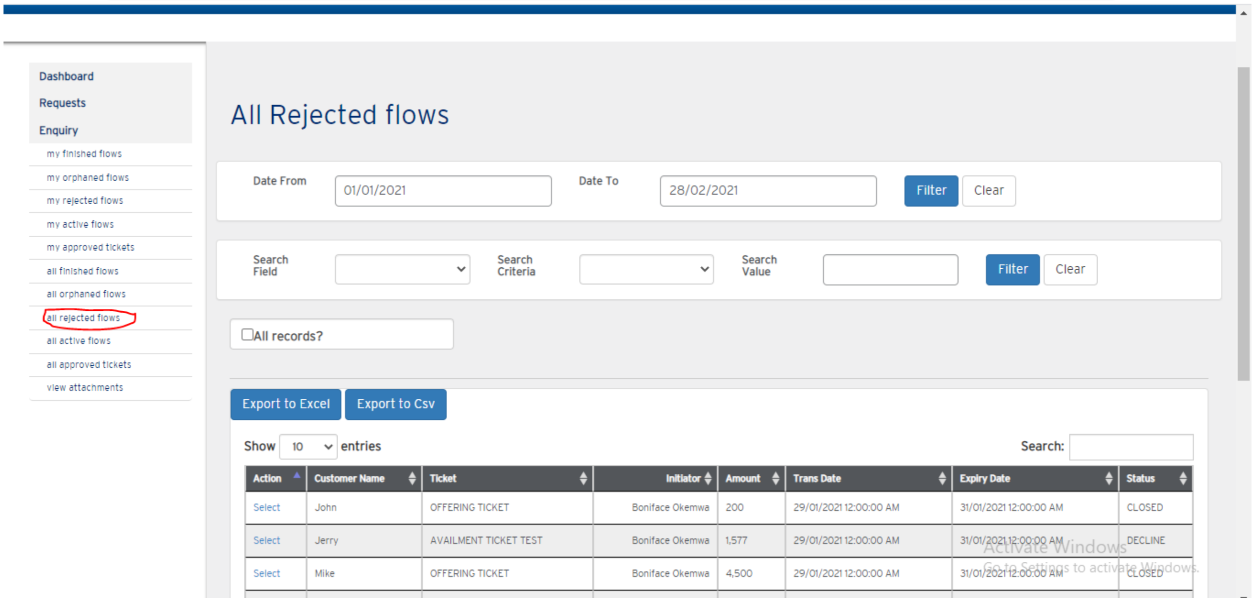
All Finished Flows

-Will show a listing of all approved tickets that have undergone the full processing cycle



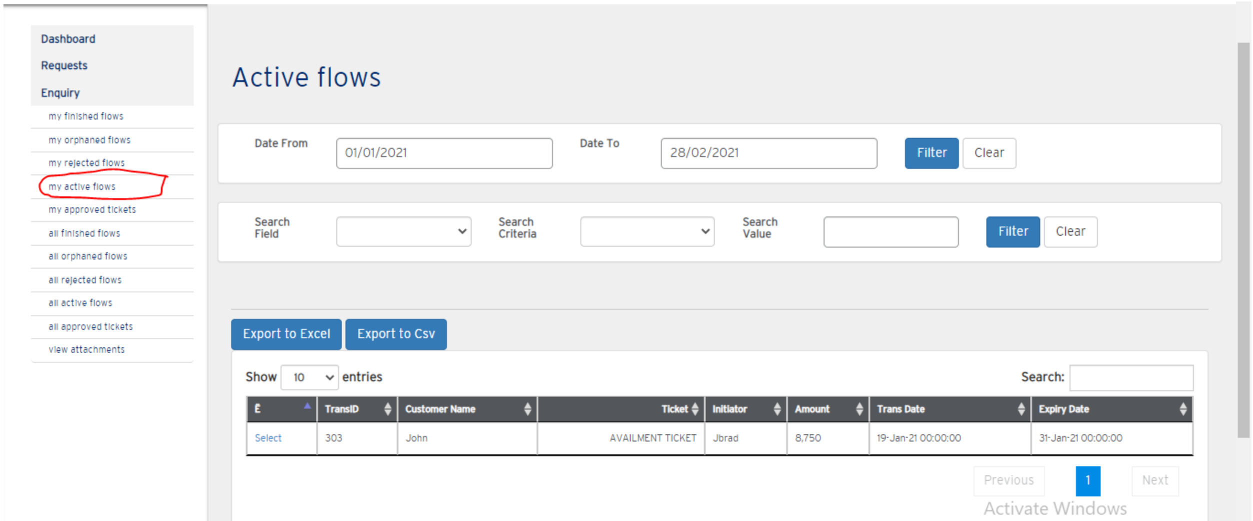
All Rejected Flows

-Will show a listing of all rejected tickets within the system



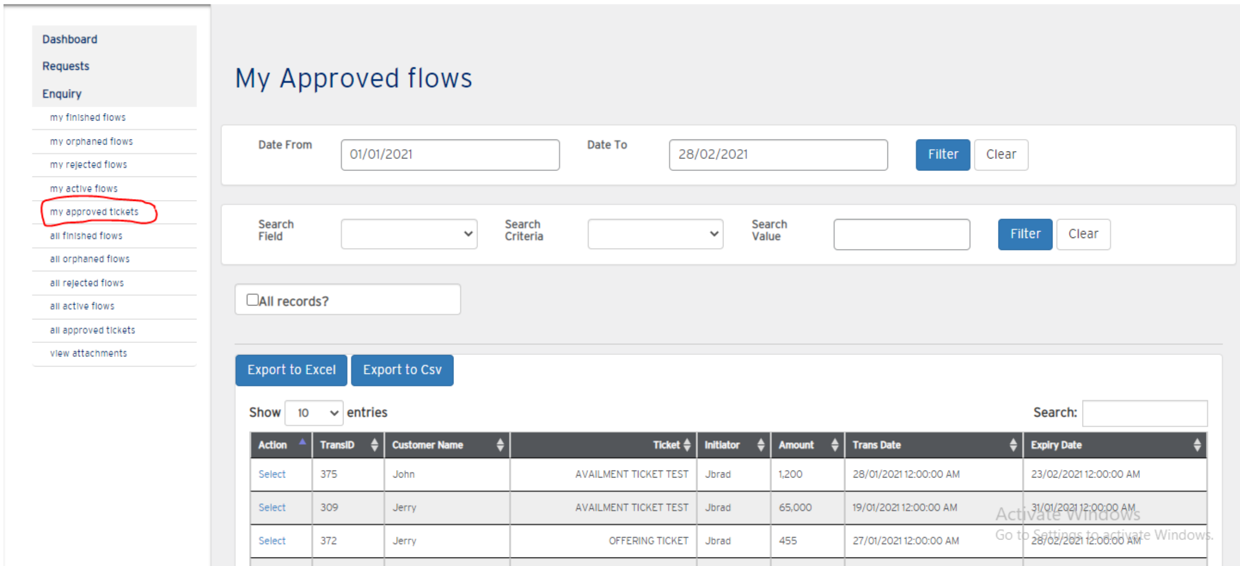
My Active Flows

-Will show a listing of unapproved tickets raised by a given initiator or awaiting an RM's approval



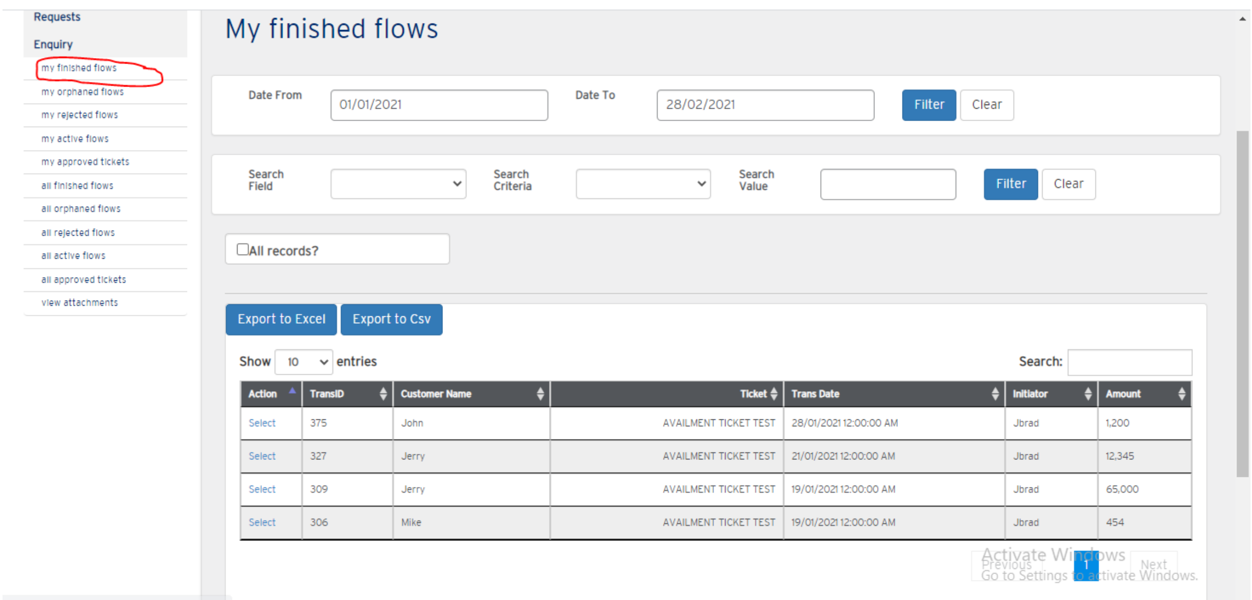
My Approved Flows

-Will show a listing of all approved tickets by a given RM or raised by a given initiator



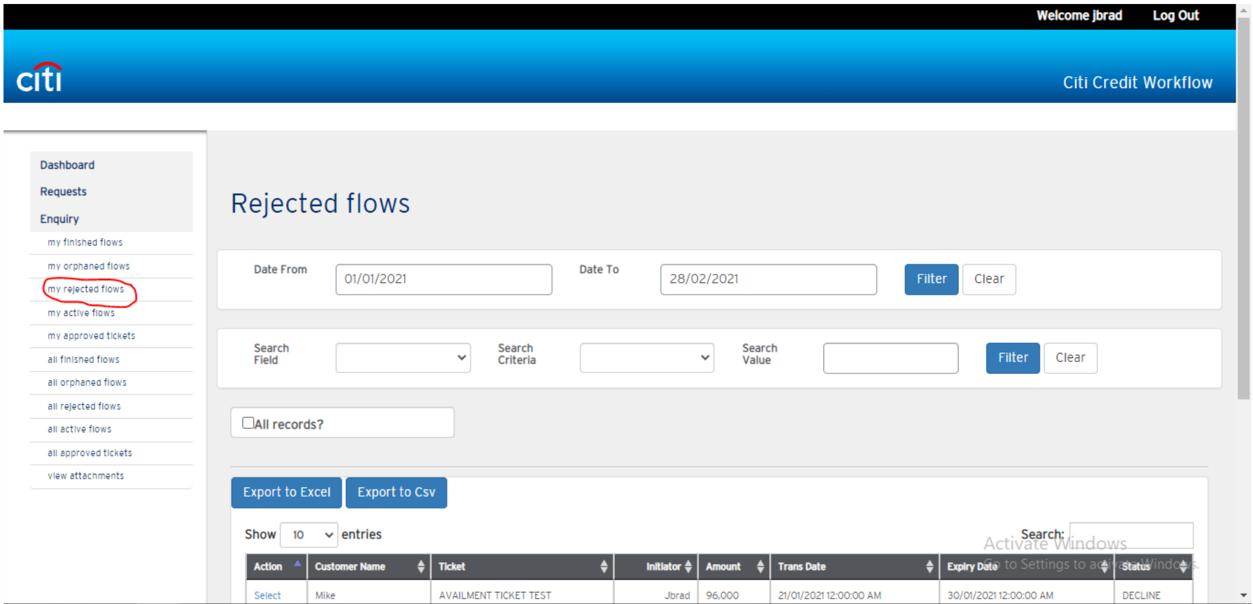
My Finished Flows

-Will show a listing of all approved tickets by a given RM or raised by a given initiator



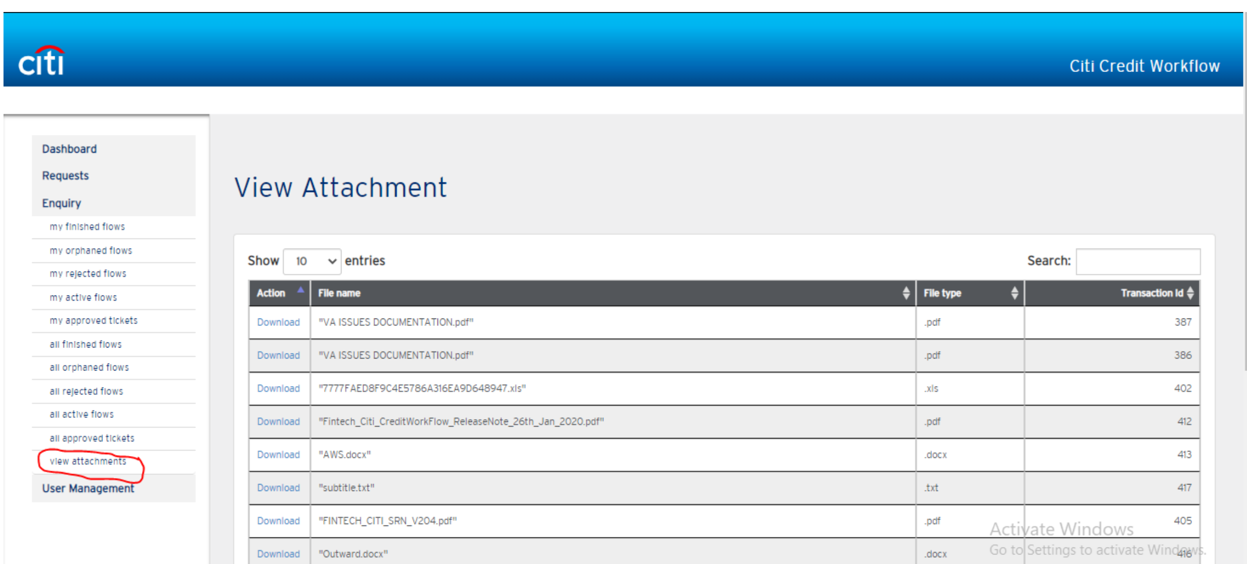
My Rejected flows

-Will show a listing of all rejected tickets by a given RM or raised by a given initiator and have been rejected



View Attachment

-Pulls downloadable attachment records tied to a given application



REPORTS MODULE

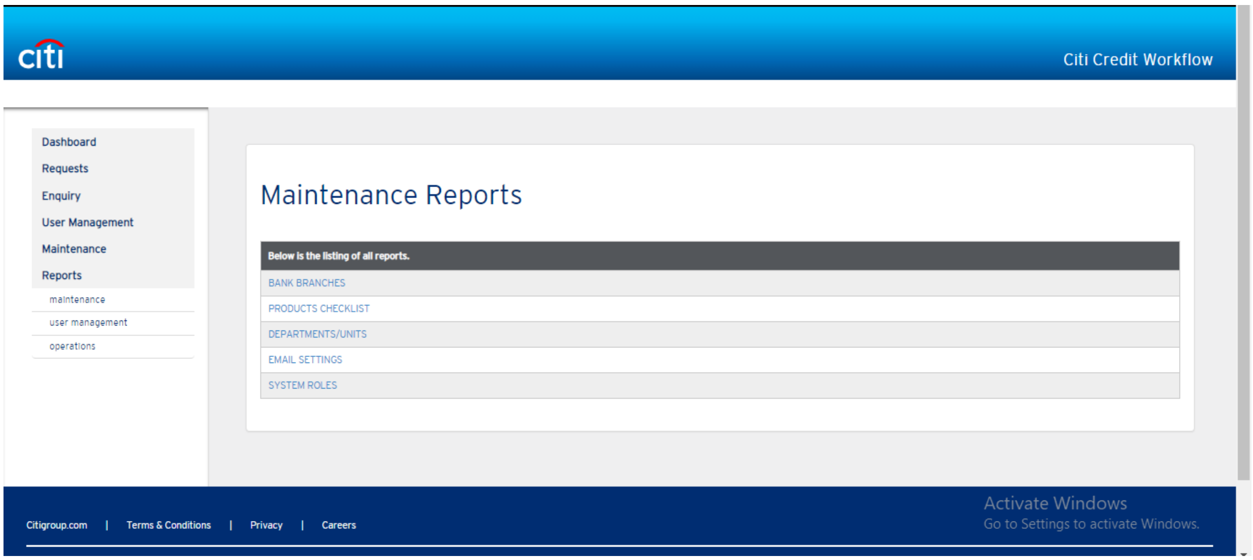
This module helps in retrieval/generation of various system reports

N/B:

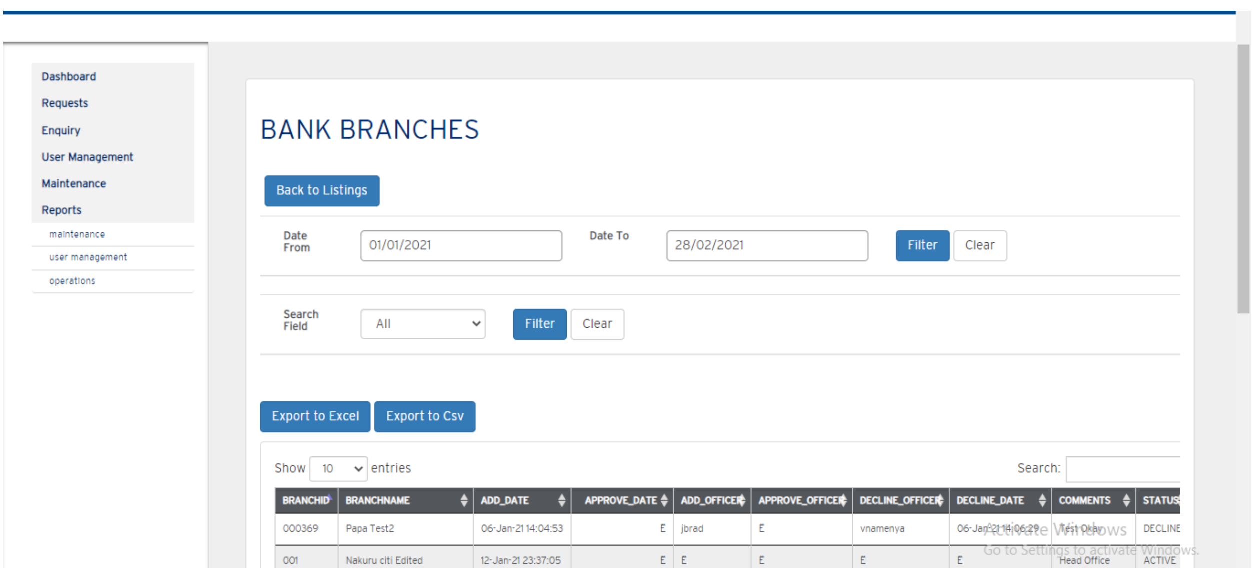
This test evidence will provide a snapshot of only one category per subsection, however during tests, proceed and test each and every

Maintenance Reports

-Has 5 main subgroups

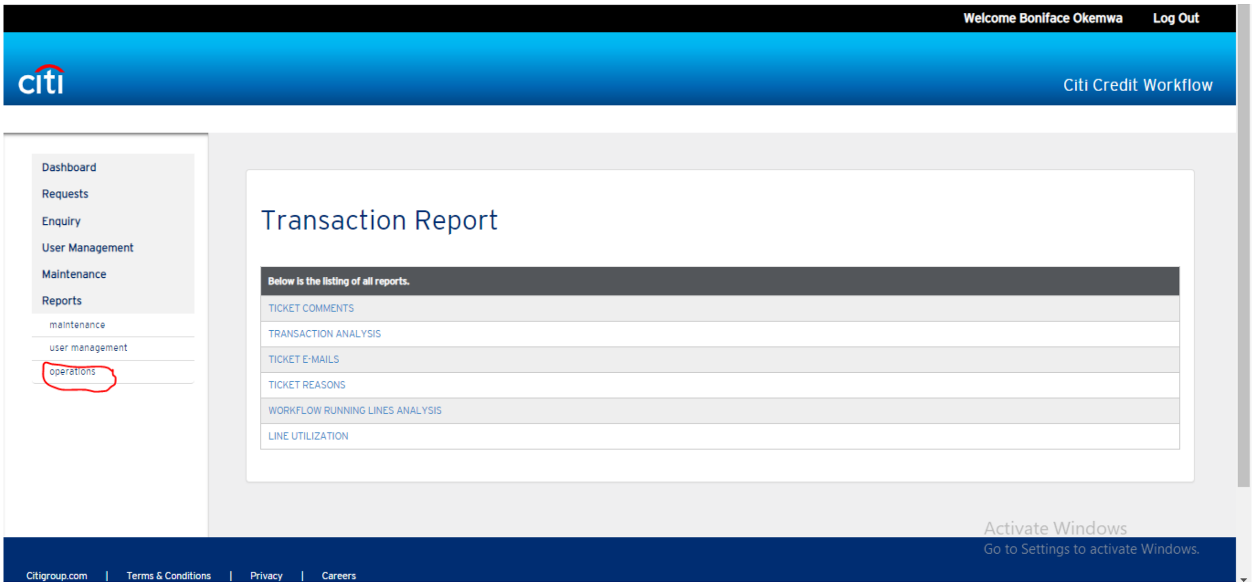


Sample Branches Report

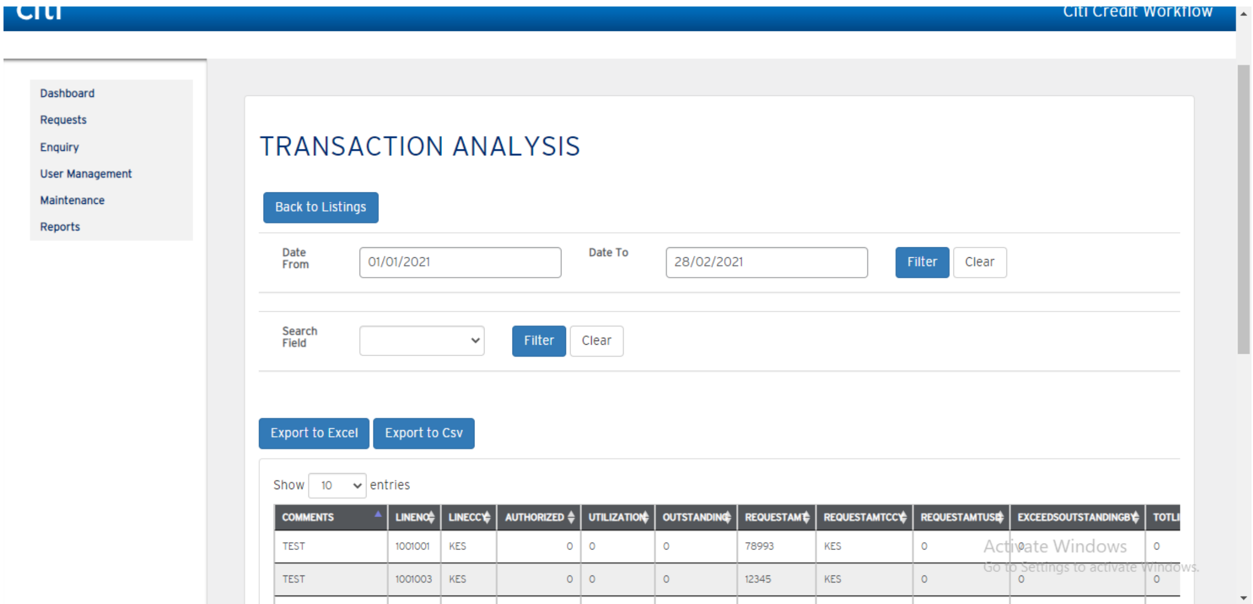


Operations Reports

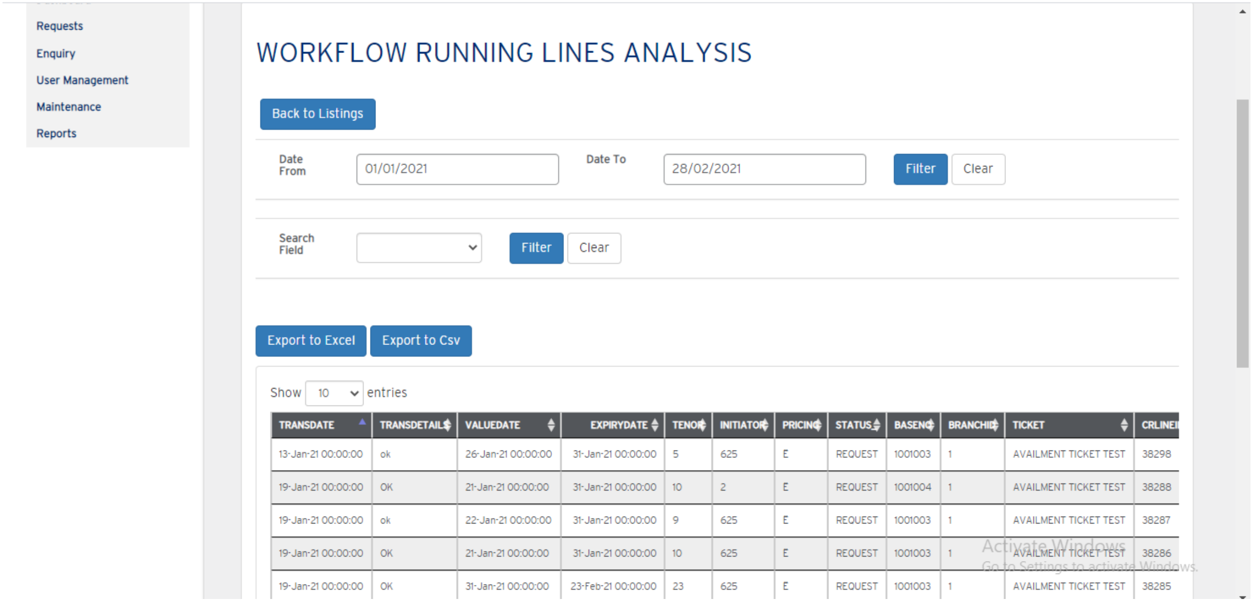
Has Transactional reports subdivided into 6 subcategories



Sample Transaction analysis report



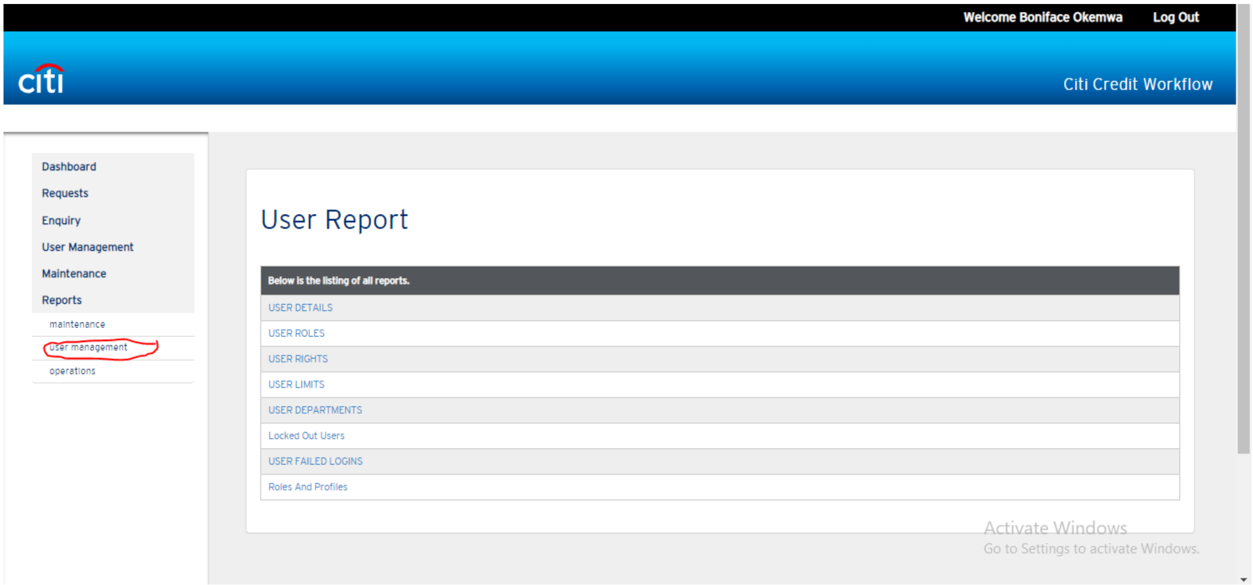
Sample Running lines analysis report



User Management Reports

-Provides access to user related reports

-Has 8 subcategory reports



Sample User Details Reports