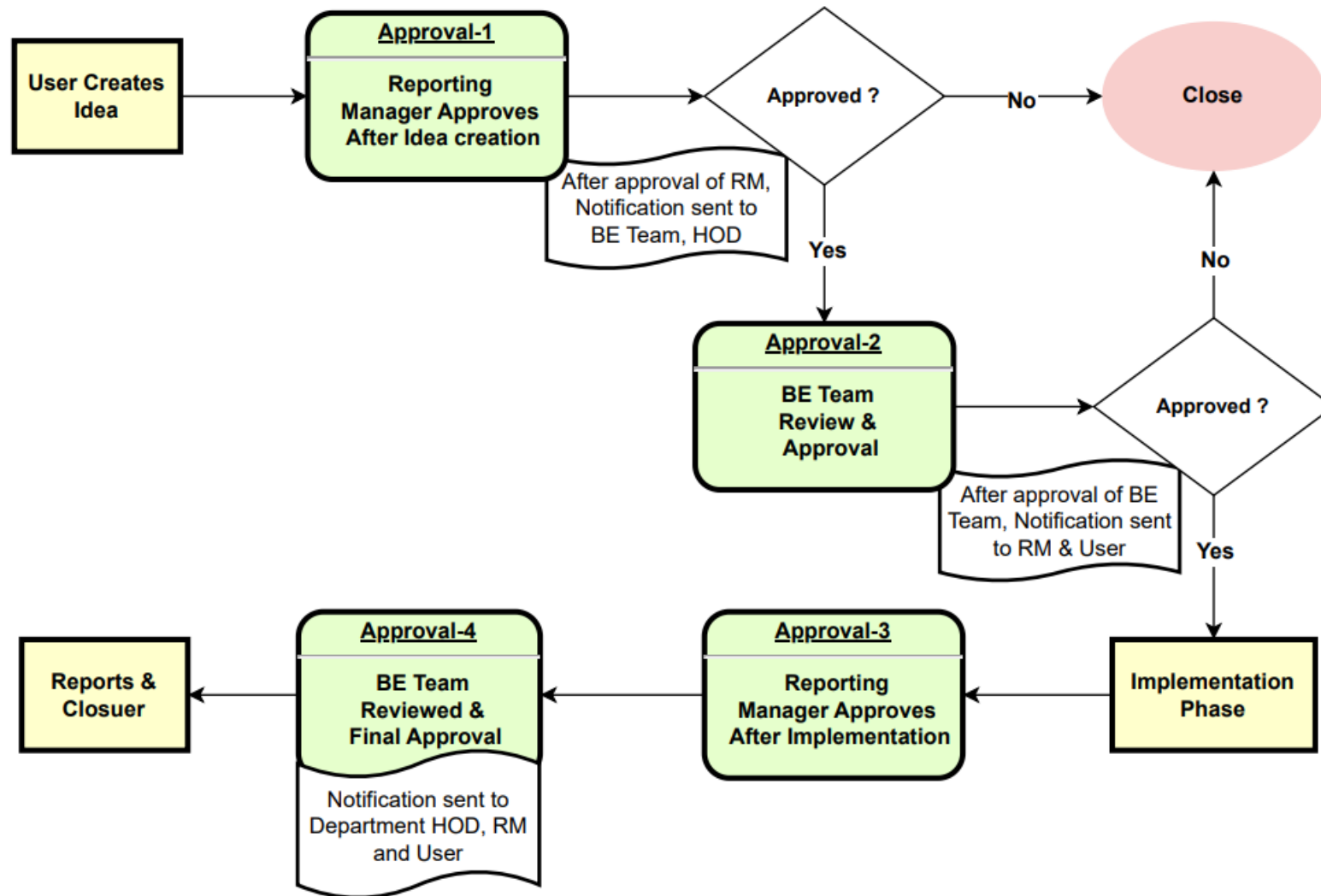




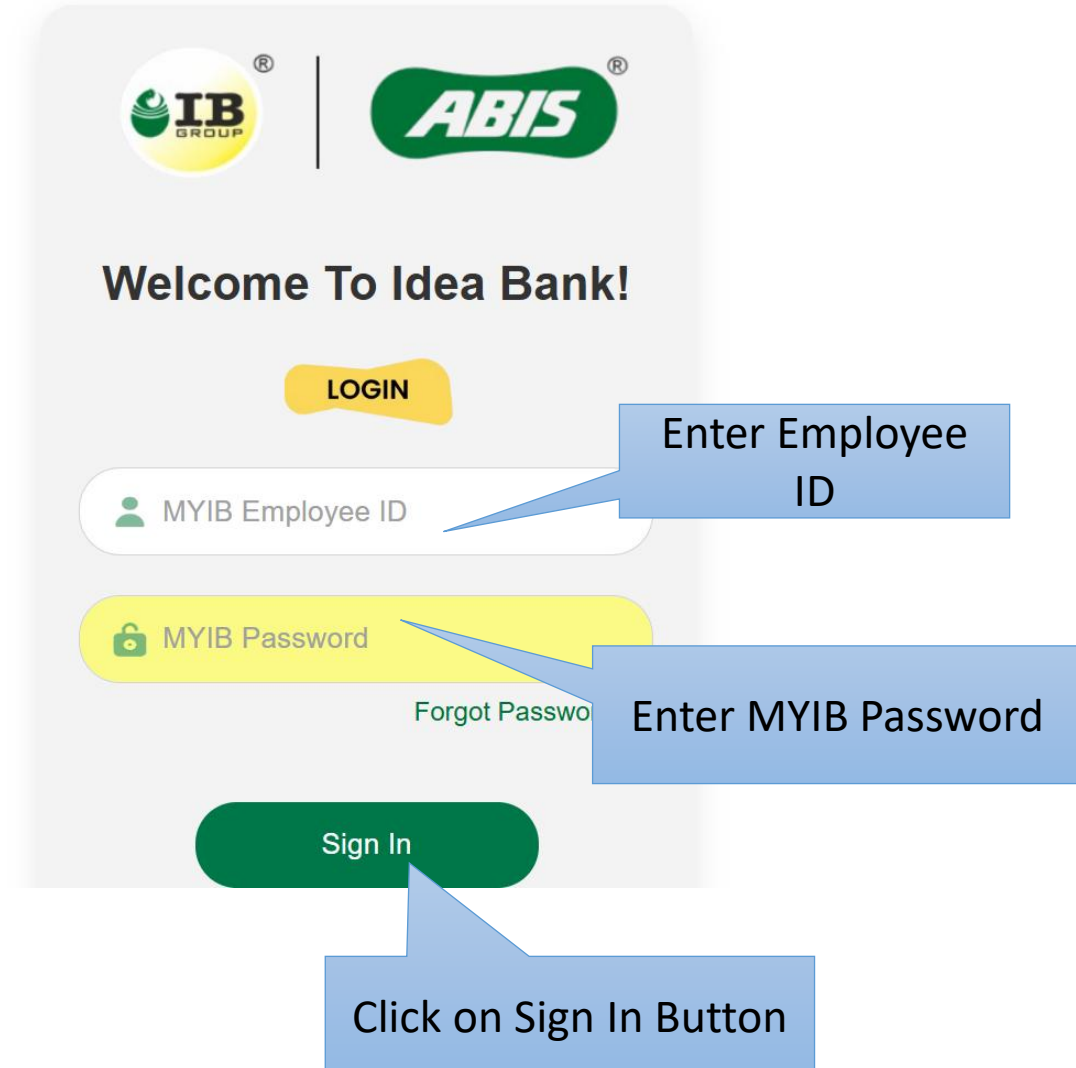
Idea Bank User Manual

Idea Bank – Process Flow



Idea Bank – End User Login

URL : <https://ideabank.abisaio.com/>



The login interface features the IB GROUP and ABIS logos at the top. Below them is the text 'Welcome To Idea Bank!' and a yellow 'LOGIN' button. The main form has two input fields: 'MYIB Employee ID' and 'MYIB Password'. A 'Forgot Password' link is located below the password field. At the bottom is a green 'Sign In' button. Callout boxes provide instructions: 'Enter Employee ID' points to the ID field, 'Enter MYIB Password' points to the password field, and 'Click on Sign In Button' points to the 'Sign In' button.

Welcome To Idea Bank!

LOGIN

MYIB Employee ID

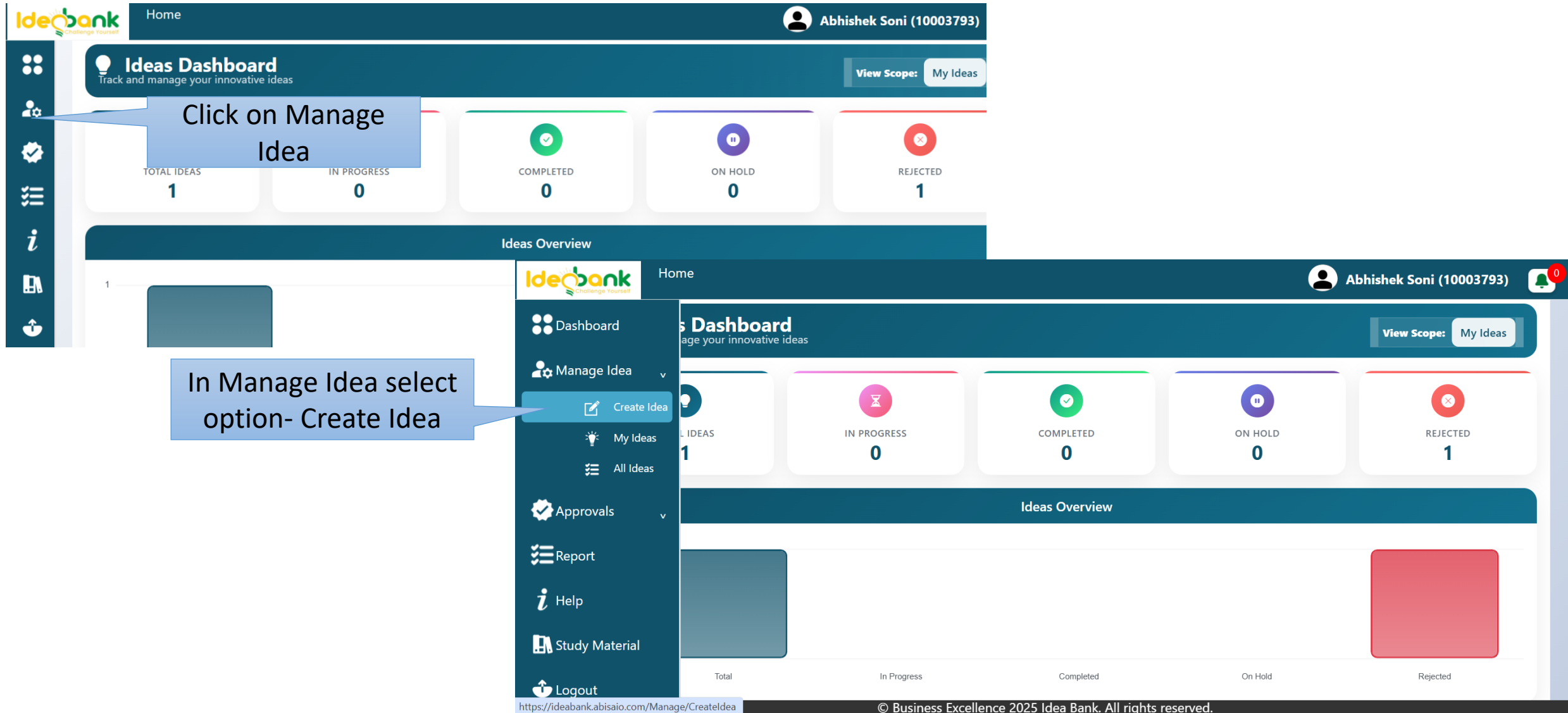
MYIB Password

[Forgot Password](#)

Sign In

Idea Registration Form

- After Login home page will be opened.



The screenshot displays the Idea Bank dashboard for a user named Abhishek Soni (10003793). The dashboard includes a sidebar with navigation icons and a main content area with a top navigation bar and a central dashboard section.

Top Navigation Bar: Home | Abhishek Soni (10003793) | View Scope: My Ideas

Dashboard Section:

- Ideas Dashboard:** Track and manage your innovative ideas
- Statistics:**
 - TOTAL IDEAS: 1
 - IN PROGRESS: 0
 - COMPLETED: 0
 - ON HOLD: 0
 - REJECTED: 1
- Ideas Overview:** (Empty table)

Manage Idea Menu:

- Dashboard
- Manage Idea
 - Create Idea
 - My Ideas
 - All Ideas
- Approvals
- Report
- Help
- Study Material
- Logout

Footer: © Business Excellence 2025 Idea Bank. All rights reserved.

- Employee Details Showing Auto populated.

Ideabank Home > Create

Create Idea

Employee Details Hide

Idea Owner Employee No:	10003793	Employee Owner sub Department:	Business Excellence
Employee Owner Name:	Abhishek Soni	Reporting Manager Name:	Saurabh Dhaked
Employee Owner Email id:	ABHISHEK_SONI@IBGROUP.CO.IN	Manager Email:	SAURABH.DHAKED@IBGROUP.CO.IN
Employee Owner Department:	MD'S Office	Location:	Corporate Office -Indamara

Employee Details will be automatically fetched by the system

Ideabank Home > Create

Idea Creation Form Hide

Idea/Opportunity Description* Enter idea description... 0/300	Proposed Solution* Enter proposed solution... 0/500
Tentative Benefit* Enter tentative benefit... 0/200	Team Members Enter team members... 0/100

Fill Idea Description, Proposed Solution, Tentative Benefit and Team Member Name

Select Solution Category from the drop down list

Select Idea theme drop down list

Solution Category*

Select Category

Select 'Choose File' to upload the image taken before implementation

Before Implementation (JPG, PNG)*

Choose File No file chosen

Idea Theme*

Select Theme

Put the date of completion

Planned Completion Date*

mm / dd / yyyy

Is BE Team Support Needed?

☐ Yes ☐ No

Select any one as per applicability

Can Be Implemented To Other Location?

☐ Yes ☐ No

Select any one

Solution Category*

Select Category

- Select Category
- Quick Win
- Kaizen
- Lean
- Six Sigma Yellow Belt
- Six Sigma Green Belt
- Workplace Management
- Automation

Idea Theme*

Select Theme

- Select Theme
- Productivity
- Quality
- Cost
- Delivery
- Safety
- Morale
- Environment

Part wise creation Save as Draft

Save as Draft

Save & Publish

After filling all the required fields then click on Save & Publish button

- After the Idea has been saved & published. This screen will show up.

My Idea List




Create Idea

SHOW FILTERS ▼

Search:

Idea Number

Export

S.No	Idea Number	Created Date	Idea Description	Proposed Solution	Status	Actions
1	ABIS/BE/Corporate Office - Indamara/072025/0001	01-07-2025 09:15:37	To reduce Street light units consumption from 24 to 21 units per day in Plant Feb'25	To install Auto Timer based circuit for street light On/Off	Published	  

Idea status will be shown here



Idea Edit Option

Idea Delete Option

Idea Bank – Reporting Manager Login


Idea Bank – Login Reporting Manager






Welcome To Idea Bank!

LOGIN

 MYIB Employee ID

 MYIB Password


[Forgot Password](#)



Sign In








Enter Employee ID

Enter MYIB Password

Click on Sign In Button



Home


Usama Tasneem (10003593)



Ideas Dashboard

Track and manage your innovative ideas




TOTAL IDEAS

0




IN PROGRESS

0



COMPLETED


0



ON HOLD


0

Ideas Overview



Ready to Innovate?

You haven't created any ideas yet. Start your innovation journey by sharing your first brilliant idea!


Create Your First Idea

IDEA APPROVAL

D. Harish Murthy has created a new idea 'ABIS/BE/Corporate Office - Indamara/072025/0001'. Please review and approve.

7/1/2025, 9:15:37 AM

Clear All

<https://ideabank.abisaio.com/Account/Dashboard#>

© Business Excellence 2025 Idea Bank. All rights reserved.

The Reporting Manager received notification after idea has been published by team member

11

© Business Excellence

Employee Details

Idea Information

Approve

Reject

Hold

Remarks

No remarks available.

Idea Number

ABIS/BE/Corporate Office -Indamara/072025/0001

Status

PUBLISHED

Creation Date

Jul 01, 2025

Implementation Duration

16-07-2025 (in 15 day)

Team Members

Jatin Goldy Vinod

Solution Category

Kaizen

Before Implementation



Is BE Team Support Needed?

No

Can Be Implemented To Other Location?

Yes

Idea Description

To reduce Street light units consumption from 24 to 21 units per day in Rajpura plant by Feb'25

Proposed Solution

To install Auto Timer based circuit for street light On/Off

Tentative Benefits

Power Cost and Energy Conservation

Reporting Manager
can edit the idea if
needed

Idea details
shown

Progress Timeline

Created

Idea submitted successfully
Jul 01, 2025 9:15 AM

Pending

Manager Approval Pending:

Pending

BE Team Approval Pending

If there are any changes or corrections needed in the Idea Reporting Manager details, please use the edit option. After making the necessary corrections, click on **Approve**, **Reject**, or **Hold** as appropriate with remarks.

- After the Reporting Manager approves the idea, the BE team reviews it and provides their approval along with remarks

Employee Details		Progress Timeline	
Idea Information		Created Idea submitted successfully Jul 01, 2025 9:15 AM	
Remarks <div> Reporting Manager OK Jul 01, 2025 09:24 </div>		Approved Approved by Reporting Manager Jul 01, 2025 9:24 AM	
Idea Number	ABIS/BE/Corporate Office -Indamara/072025/0001		
Status	<div>UNDER REVIEW BY BE TEAM</div>		
		Pending BE Team Approval Pending	

BE Approval
status

Idea Bank – BE Team Login & Approval of Idea

Employee Details			
Employee Number	10011329	Reporting Manager	Usama Tasneem
Employee Name	D. Harish Murthy	Manager Email	USAMA.TASNEEM@IBGROUP.CO.IN
Employee Email	HARISH.MURTHY@IBGROUP.CO.IN	Employee Location	Corporate Office -Indamara
Employee Department	Information Technology	Sub Department	Apps & Digital

Progress Timeline	
Created	Idea submitted successfully Jul 01, 2025 9:15 AM
Approved	Approved by Reporting Manager Jul 01, 2025 9:24 AM
Approved	Approved by BE Team Jul 01, 2025 9:31 AM

After Idea Registered and Approved by Reporting Manager & BE Team.

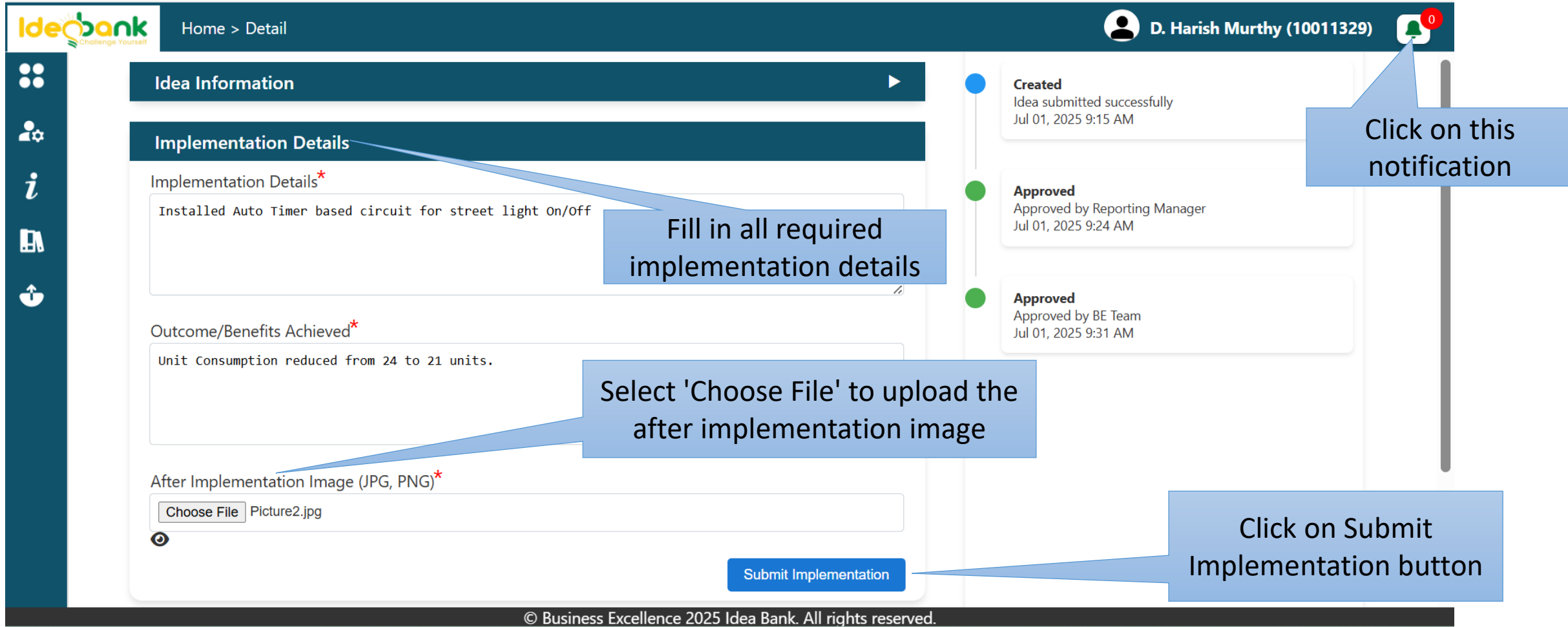
Idea has to be implemented on ground by the user and then follow the next process (shown in following slides) for Idea Implementation in system

Idea Bank – Steps for Implementation Cycle

End User Login in the Idea portal to
register the implementation

Idea Implementation

- Once the BE Team approves the idea, it is ready for implementation and a notification will be sent accordingly.



The screenshot shows the 'Idea Bank' interface for implementing an idea. The page has a dark blue header with the 'Idea Bank' logo and the tagline 'Challenge Yourself'. The user is logged in as 'D. Harish Murthy (10011329)'. The page is divided into two main sections: 'Idea Information' and 'Implementation Details'.

Implementation Details Section:

- Implementation Details***: A text area containing 'Installed Auto Timer based circuit for street light On/Off'. An annotation points to this field with the text 'Fill in all required implementation details'.
- Outcome/Benefits Achieved***: A text area containing 'Unit Consumption reduced from 24 to 21 units.'.
- After Implementation Image (JPG, PNG)***: A file upload section with a 'Choose File' button and the filename 'Picture2.jpg'. An annotation points to this section with the text 'Select 'Choose File' to upload the after implementation image'.
- Submit Implementation**: A blue button at the bottom right of the form. An annotation points to it with the text 'Click on Submit Implementation button'.

Activity Log Section:

- Created**: Idea submitted successfully Jul 01, 2025 9:15 AM. An annotation points to the notification bell icon in the top right corner with the text 'Click on this notification'.
- Approved**: Approved by Reporting Manager Jul 01, 2025 9:24 AM.
- Approved**: Approved by BE Team Jul 01, 2025 9:31 AM.



© Business Excellence 2025 Idea Bank. All rights reserved.

- Once the implementation details are filled in by the user, the process will follow the same sequence as before: first, approval from the Reporting Manager, followed by approval from the BE Team.

My Idea List

[Create Idea](#) [SHOW FILTERS ▼](#)


Search: [Export](#)

S.No	Idea Number	Created Date	Idea Description	Proposed Solution	Status	Actions
1	ABIS/BE/Corporate Office - Indamara/072025/0001	01-07-2025 09:15:37	To reduce Street light units consumption from 24 to 21 units per day in Rajpura plant by Feb'25	To install Auto Timer based circuit for street light On/Off	RM Approval pending	 

My Idea List

[Create Idea](#) [SHOW FILTERS ▼](#)


Search: [Export](#)

S.No	Idea Number	Created Date	Idea Description	Proposed Solution	Status	Actions
1	ABIS/BE/Corporate Office - Indamara/072025/0001	01-07-2025 09:15:37	To reduce Street light units consumption from 24 to 21 units per day in Rajpura plant by Feb'25	To install Auto Timer based circuit for street light On/Off	BE_team Approval Pending	

Progress Timeline

- Created**
Idea submitted successfully
Jul 01, 2025 9:15 AM
- Approved**
Approved by Reporting Manager
Jul 01, 2025 9:24 AM
- Approved**
Approved by BE Team
Jul 01, 2025 9:31 AM
- Implementation**
Implementation details submitted
Jul 01, 2025 9:39 AM
- Approved**
Implementation Approved by Reporting Manager
Jul 01, 2025 9:41 AM
- Pending**
Implementation Approval by BE Team:

- After receiving final approval from the BE Team, the idea is considered successfully closed.


Home > Detail

Abhishek Soni (10003793)
2

Idea Closed Successfully!

Employee Details

Employee Number	10011329	Reporting Manager	Usama Tasneem
Employee Name	D. Harish Murthy	Manager Email	USAMA.TASNEEM@IBGROUP.CO.IN
Employee Email	HARISH.MURTHY@IBGROUP.CO.IN	Employee Location	Corporate Office -Indamara
Employee Department	Information Technology	Sub Department	Apps & Digital

Progress Timeline

- Created**
Idea submitted successfully
Jul 01, 2025 9:15 AM
- Approved**
Approved by Reporting Manager
Jul 01, 2025 9:24 AM
- Approved**
Approved by BE Team
Jul 01, 2025 9:31 AM
- Implementation**
Implementation details submitted
Jul 01, 2025 9:39 AM

Idea Information

Remarks


BE Team

Implementation Details


Implementation Details Installed Auto Timer based circuit for street light On/Off

Outcome/Benefits Unit Consumption reduced from 24 to 21 units.

Before Implementation



After Implementation



Progress Timeline

- Created**
Idea submitted successfully
Jul 01, 2025 9:15 AM
- Approved**
Approved by Reporting Manager
Jul 01, 2025 9:24 AM
- Approved**
Approved by BE Team
Jul 01, 2025 9:31 AM
- Implementation**
Implementation details submitted
Jul 01, 2025 9:39 AM
- Approved**
Implementation Approved by Reporting Manager
Jul 01, 2025 9:41 AM
- Approved**
Implementation Approved by BE Team
Jul 01, 2025 9:45 AM
- Closed**
Idea Successfully completed and Closed
Jul 01, 2025 9:45 AM

© Business Excellence 2025 Idea Bank. All rights reserved.

THANK YOU

For any related queries, please connect to businessexcellence@ibgroup.co.in
Or any assistance – Abhishek Soni : 9229180848