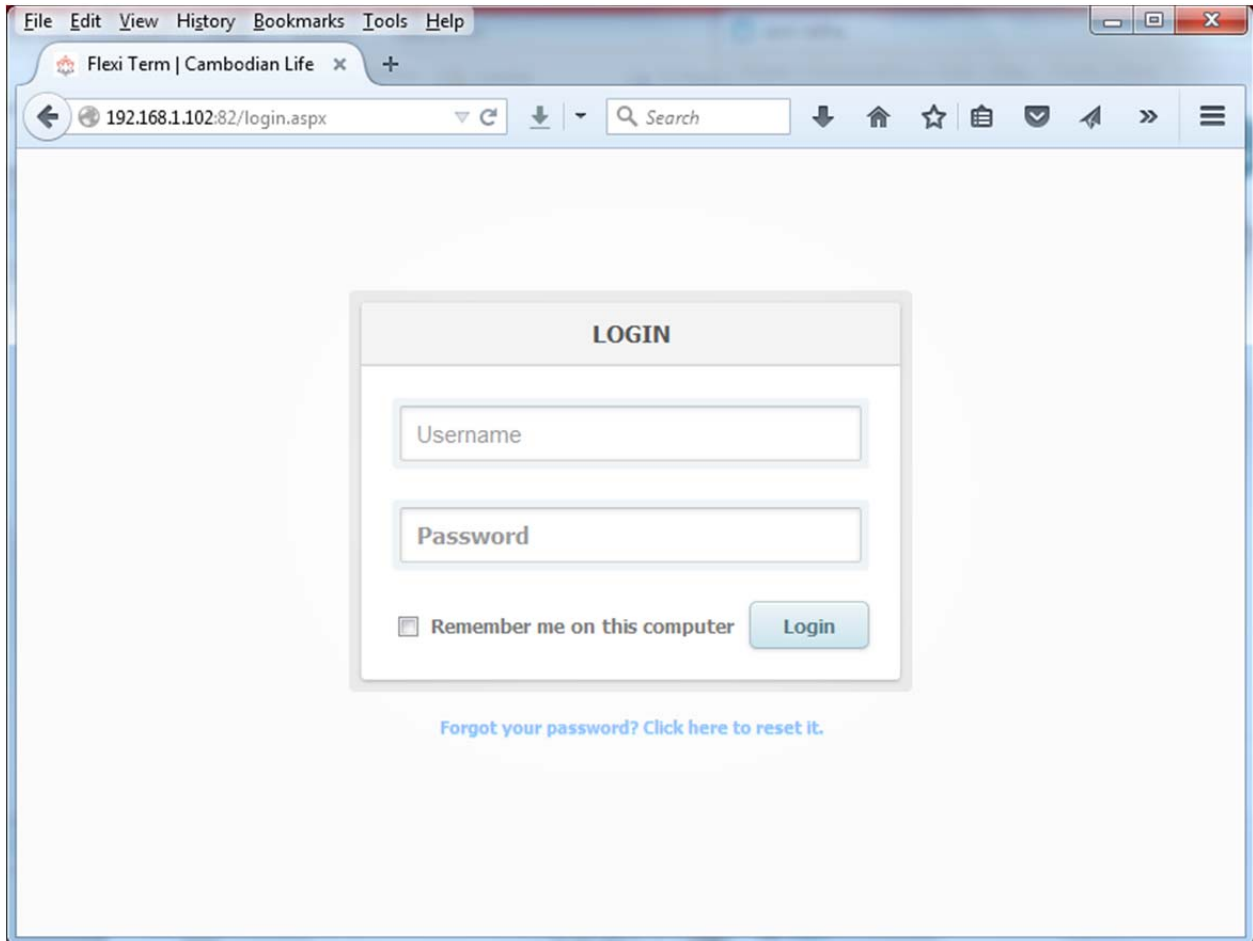
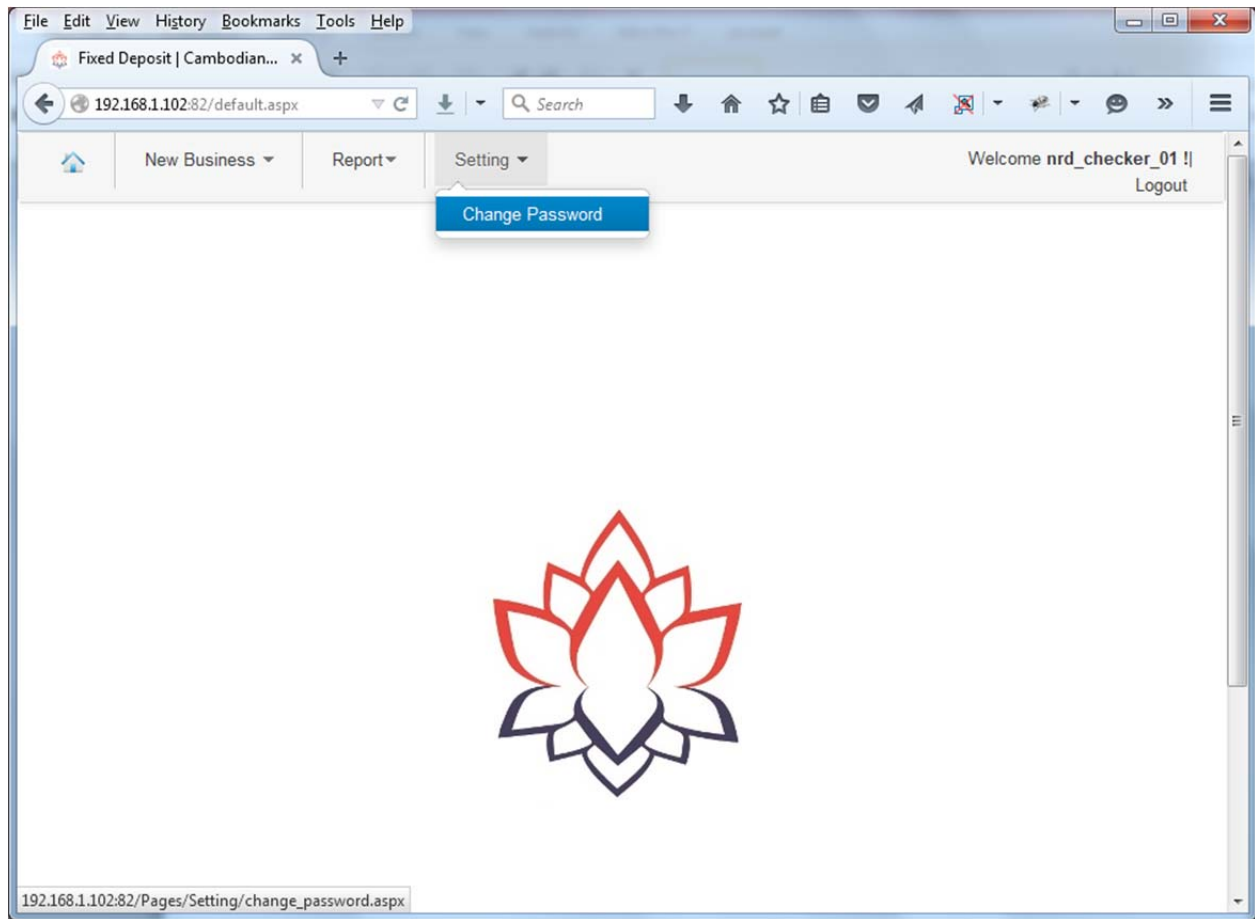
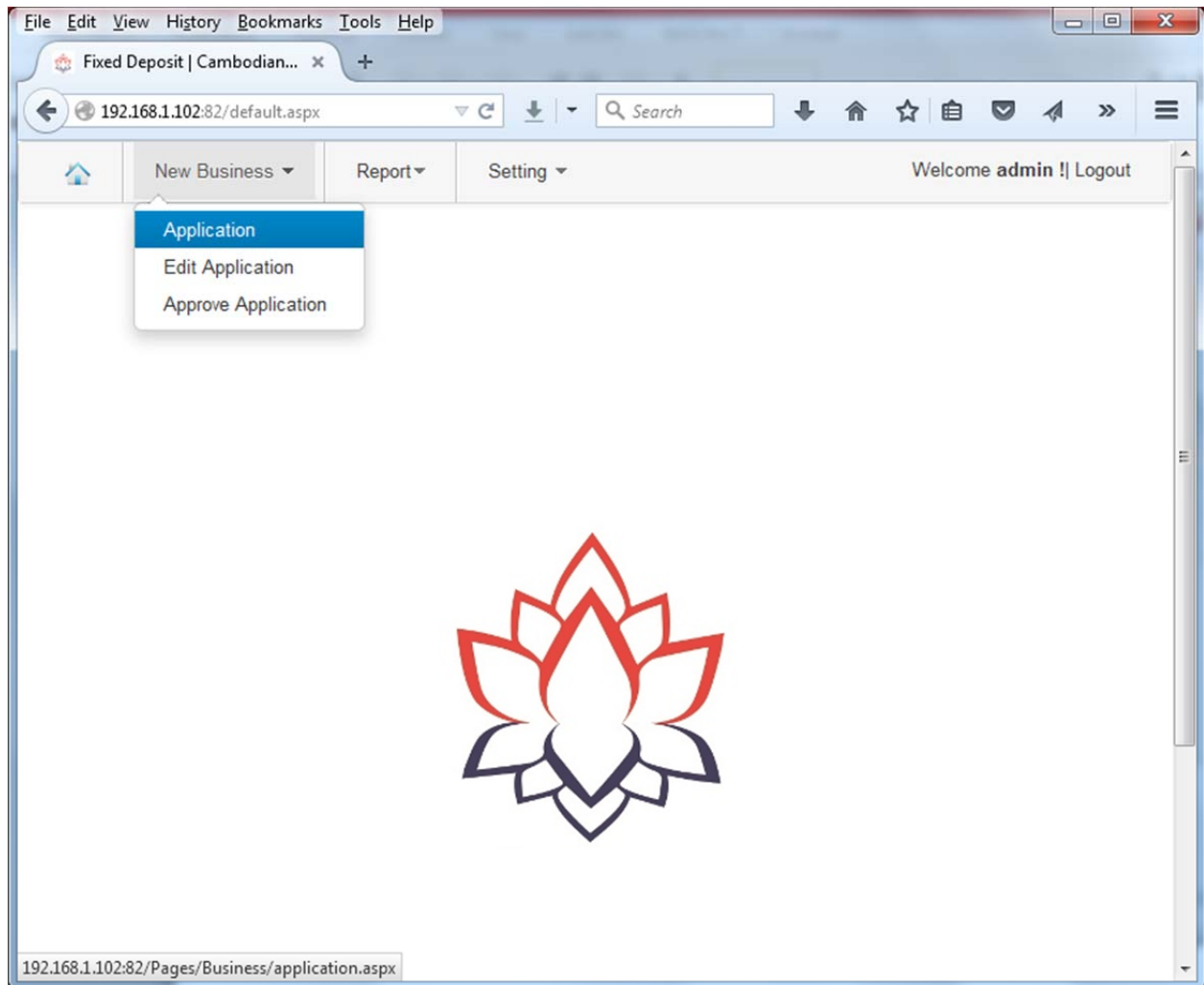


System Guide line for Phillip

1. Open Internet Browser and input the application web address (Will be provided)
2. Input UserName and Password → Login



3. Change Password → Setting → Change Password

4. Application Entry → New Bussiness → Application (For only Creator)

Input Bank Account information and Insured's Information (Sum Assured and Premium are automatically filled base on FD amount and maximum SA per life (USD20, 000.00); Select Effective Date and then choose the FD period; DOB must be between 18-60 years old; If CIF number is already exist then system will automatically load existing customer data from database to fill in the form).

Application Form for Fixed Deposit

Bank Account	Insured's Details
Bank Name: Phillip Bank Plc	I.D Type: I.D Card I.D No.: N0010100
Branch: 00001	Last Name: TEST First Name: TESTING
Certificate No.: 2016/000001/ Renewed	Date of Birth: 01/01/1990 Gender: Male
CIF Number: N0010100	Sum Insured: 10000 Resident: Yes
Fixed Deposit Amount: 10000	Premium: 50
Effective Date: 10/10/2016	
Maturity Date: 12 Months 09/10/2017	

Beneficiary

Note

Add Beneficiaries (Total share percentage cannot be over or less than 100%)

Amount: 10000 Premium: 4000

Effective Date: 01/09/2016

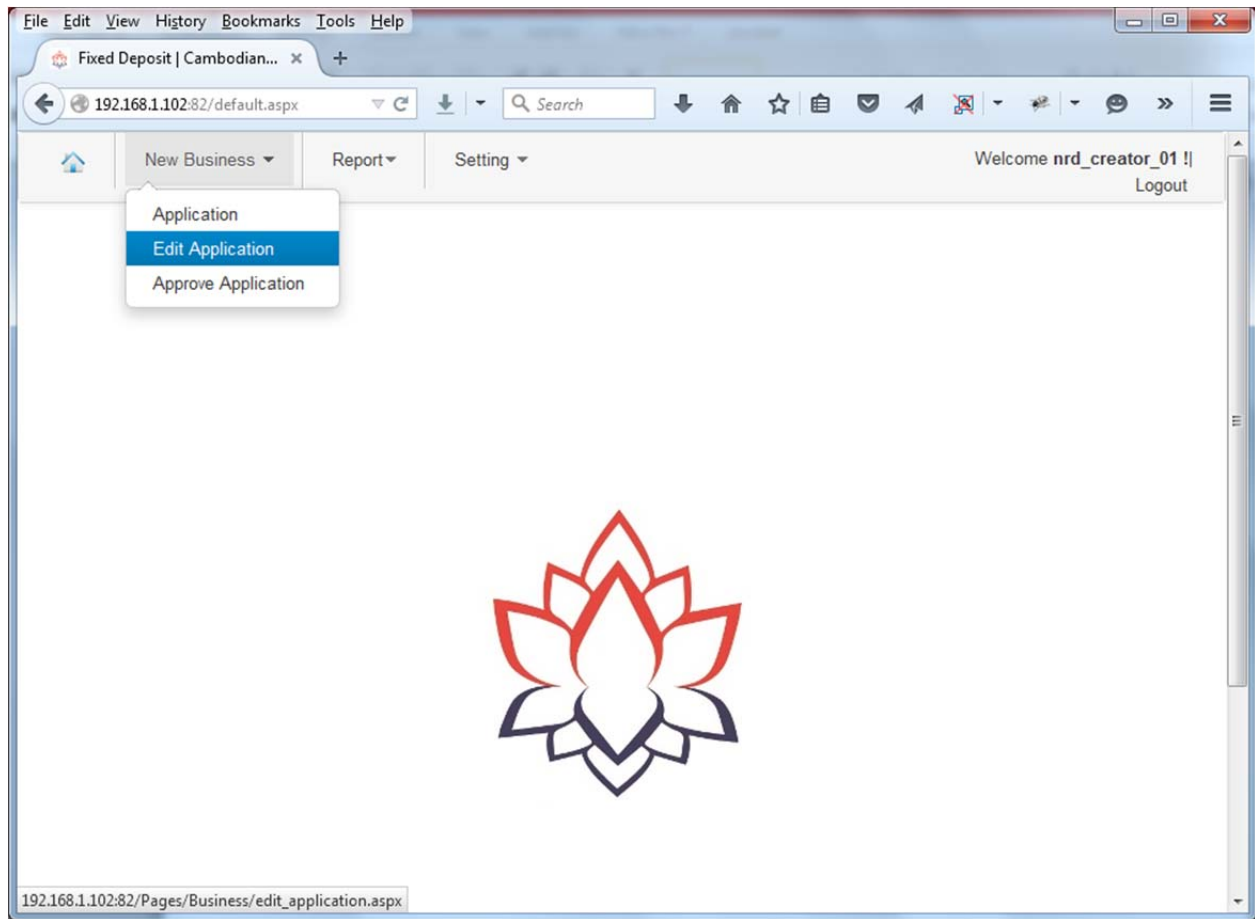
Maturity Date: 31/08/2017

Beneficiary

Note: test Total: 100%

ID. Type	ID. No	Surname and Name	Relation	Share (%)	
I.D Card			BROTHER		✓Add
I.D Card	NRD001-1	Sub Testing	BROTHER	20	Del
I.D Card	NRD001-2	Sub Testing 1	FATHER	60	Del
I.D Card	NRD001-3	Sub Testing 2	DAUGHTER	20	Del

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5. Edit Saved Application → New Business → Edit Application (For only Creator)

Select specific application to edit and click Edit (New Record will have status 'Pending'; Edited Record will have status 'Updated'; Approved Record will have status 'Approved'). User can edit only record with status 'Pending' and 'Updated'.

Edit Application

	Branch	Bank Account No.	Customer ID.	Surname	First Name	DOB	Gender	ID No.	ID Type	Fixed Deposit	Sum Insure	Premium	Residential	Created On	Status
<input checked="" type="checkbox"/>	0001	N001203	N001203	N001203	TESTING	04-05-1983	M	N001203	ID Card	\$2,000	\$2,000	\$4	Y	27-09-2016	Pending
<input type="checkbox"/>	0001	NRD001	N001200	NRD001	TESTING	05-08-1997	M	NRD001	ID Card	\$10,000	\$10,000	\$50	Y	27-09-2016	Pending
<input type="checkbox"/>	0001	NRD002	N001202	NRD002	TESTING	04-02-1980	F	N001202	ID Card	\$30,000	\$20,000	\$42	Y	27-09-2016	Pending

Edit any wrong information and click Update to save

Edit Application

Customer Unique ID: N001203

Fixed Deposit Amount: 2000

Effective Date: 1/9/2016

Maturity Date: 31/1/2017

Sum Insured: 2000

Premium: 4.16

Resident: Yes

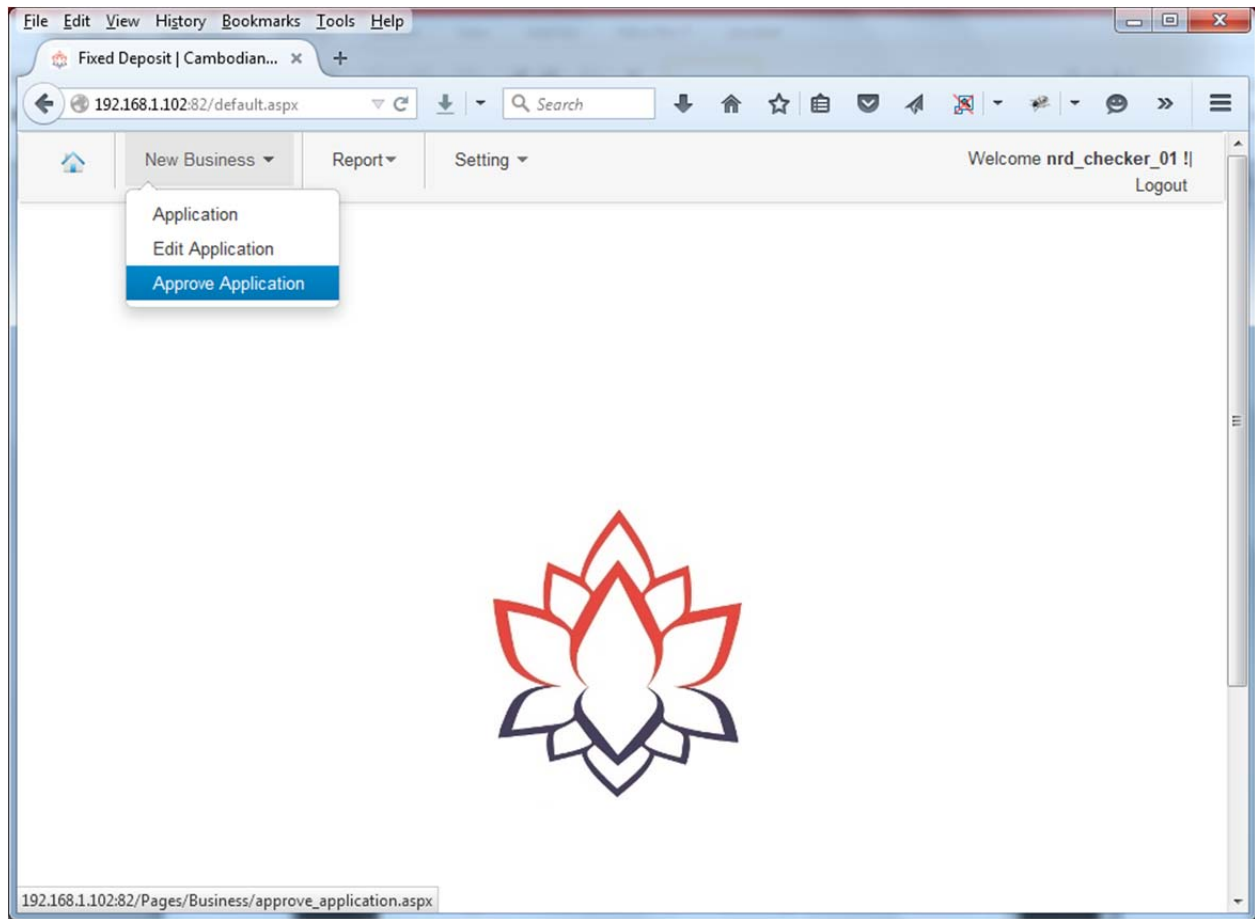
Beneficiary

Note:

Total: 100%

ID. Type	ID. No	Surname and Name	Relation	Share (%)	
I.D Card	<input type="text"/>	<input type="text"/>	BROTHER	<input type="text"/>	✓Add
I.D Card	N001203-1	Sub Testing	SON	50	Del

Update **Cancel**

6. Approve application → New Business → Approve Application (For only Checker)

Approve: Select any record to approve → Click Approve Button

Approve Application

	Branch	Bank Acc No.	CIF Number	Surname	First Name	DOB	Gender	ID No.	ID Type	Fixed Deposit	Sum Insure	Premium	Residential	Created On	Created By	Updated On	Updated By	Status
<input checked="" type="checkbox"/>	0001	NRD001	N001200	NRD001	TESTING-EDIT	05-08-1997	M	NRD001	ID Card	\$10,000	\$0	\$0	Y	27-09-2016	nrd_creator_01	28-09-2016	nrd_creator_01	Updated

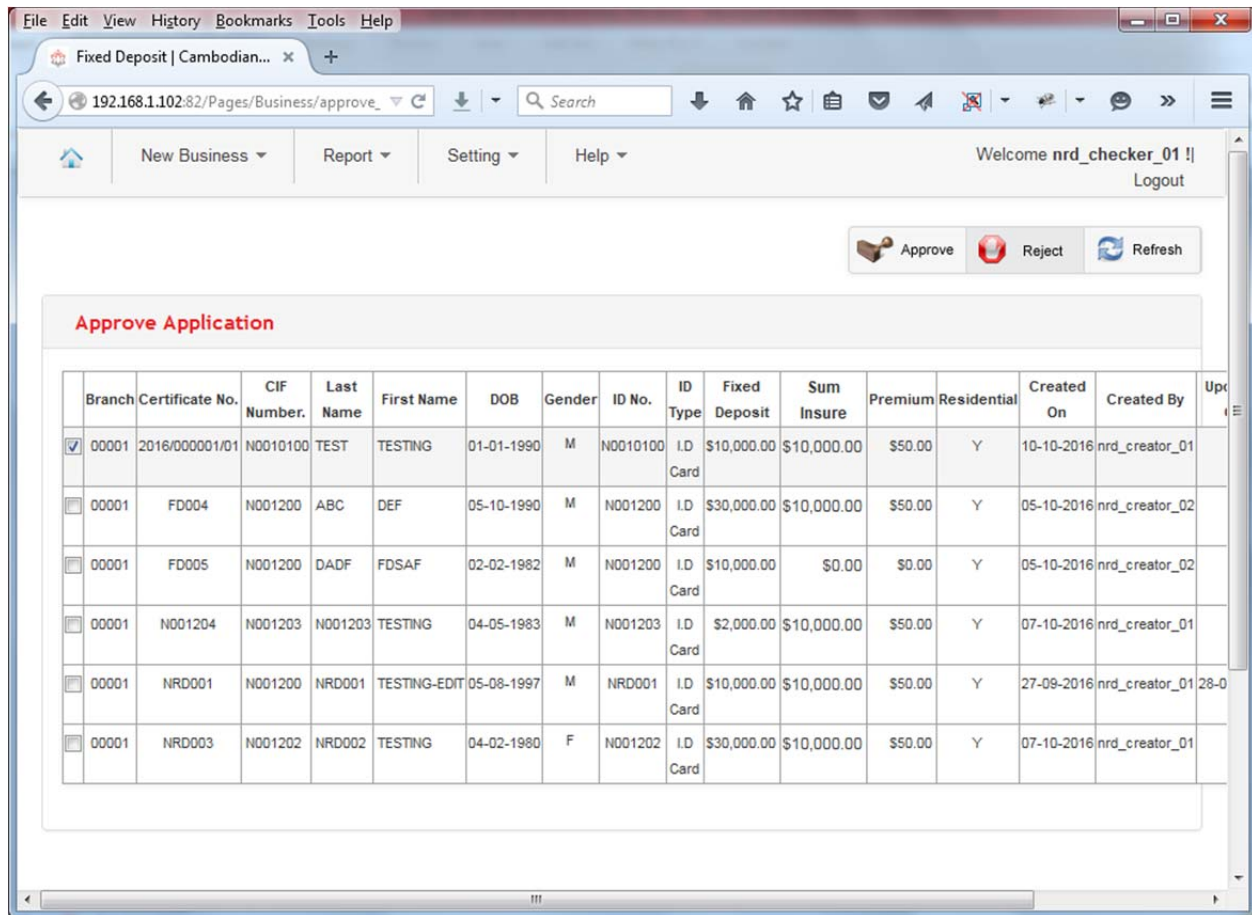
Review all the inputted data → Click OK to approve the application

Confirm Approve Application

Bank Account		Insured's Details	
Bank Name:	Phillip Bank Plc	I.D Type:	I.D Card
Branch:	00001	I.D No.:	N0010100
Certificate No.:	2016/000001/01	Last Name:	TEST
CIF Number:	N0010100	First Name:	TESTING
Fixed Deposit Amount:	10000	Date of Birth:	01/01/1990
Effective Date:	10/10/2016	Gender:	Male
Maturity Date:	09/10/2017	Sum Insured:	10000
		Resident:	Yes
		Premium:	50

OK Cancel

Reject: Select any record to reject → Click Reject Button



7. Renewal Process → New Business → Application → Tick check box Renewed → Type Old FD Certificate Number Then system will automatically load all existing FD data → Check and edit the data such as Certification Number, FD amount, Beneficiary, and so on then Save.(For only Creator)

File Edit View History Bookmarks Tools Help

Fixed Deposit | Cambodian... x +

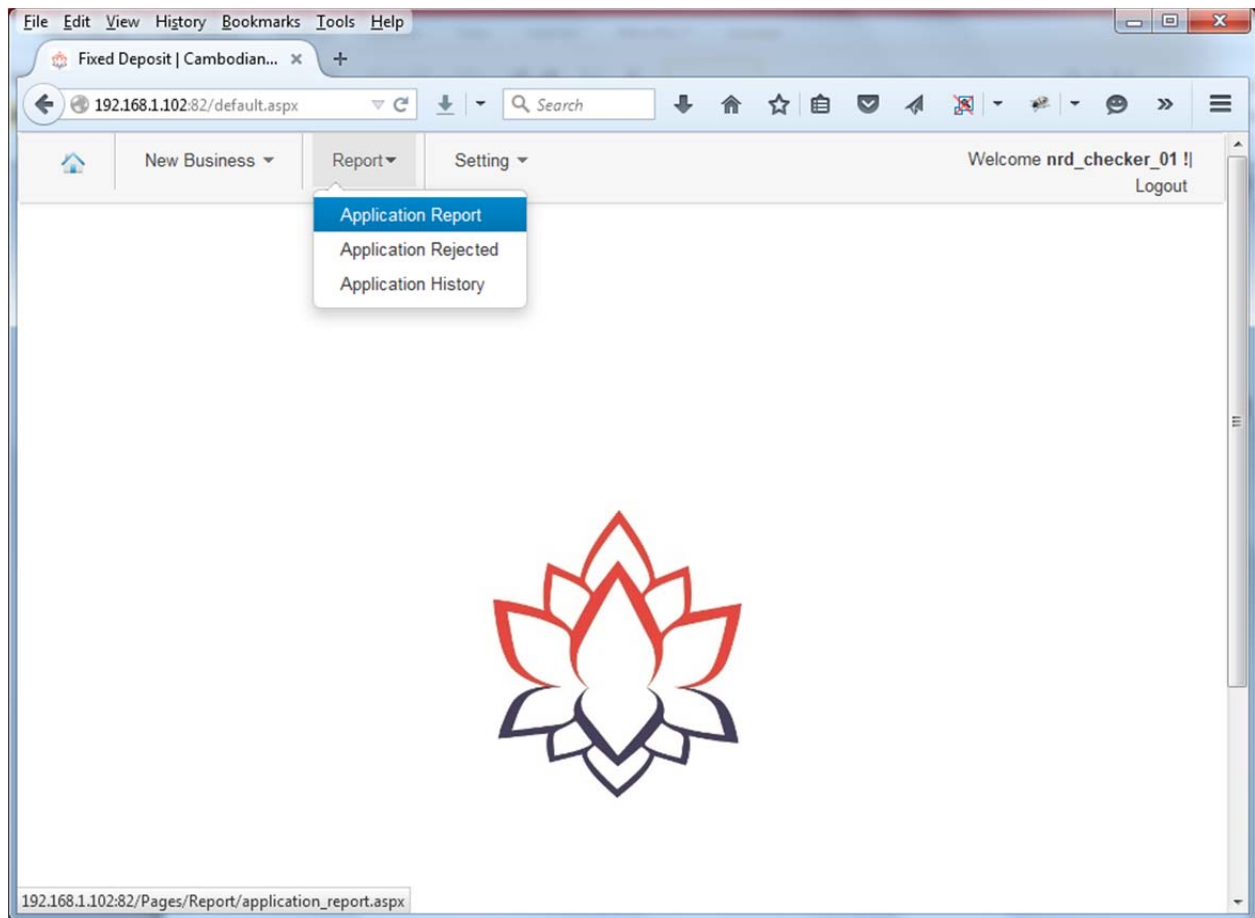
192.168.1.102:82/Pages/Business/applicat Search

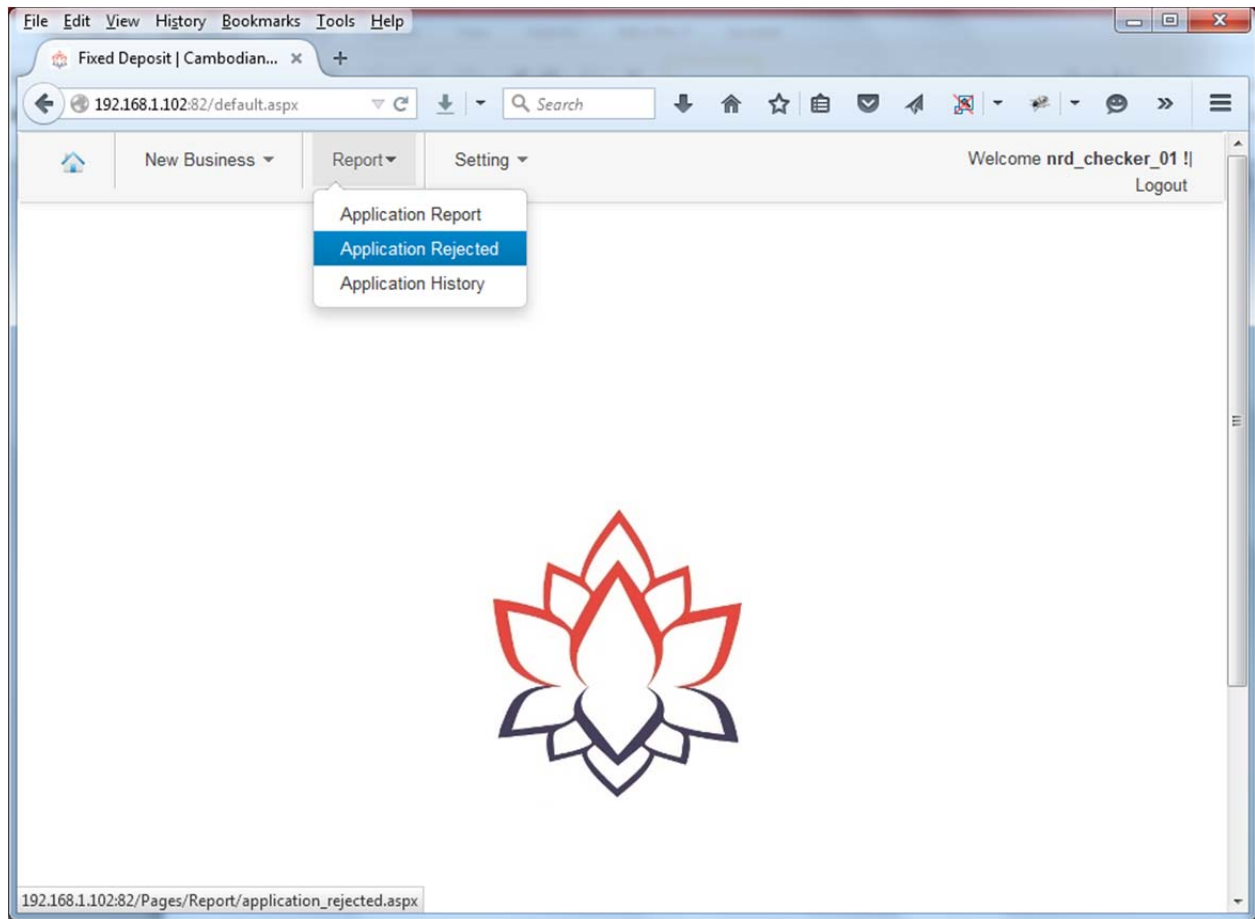
Logout

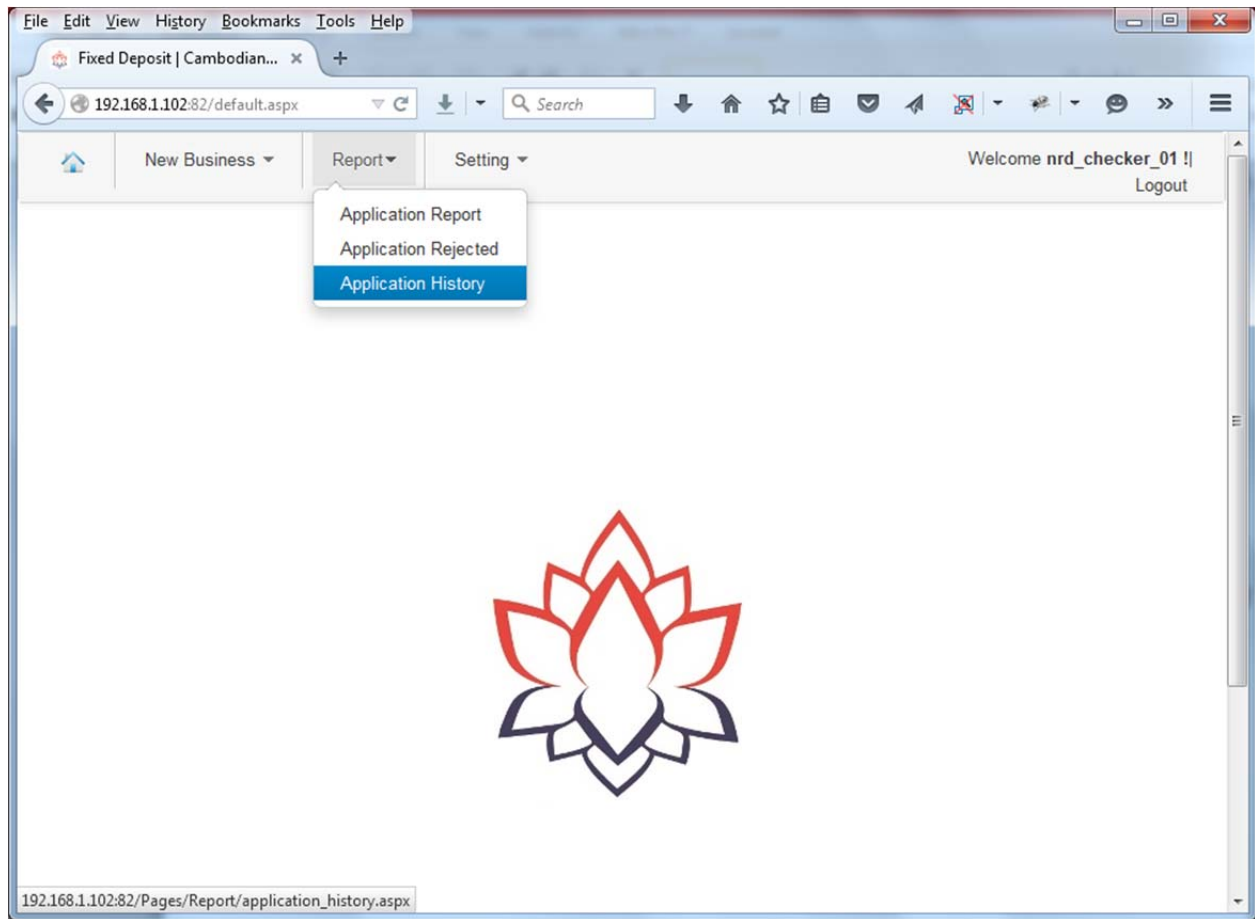
Save Clear

Application Form for Fixed Deposit

Bank Account	Insured's Details
Bank Name: Phillip Bank Plc	I.D Type: I.D Card I.D No.: N001202
Branch: 00001	Last Name: NRD002 First Name: TESTING
Old Certificate No.: NRD002	Date of Birth: 04/02/1980 Gender: Female
Certificate No.: NRD002 <input checked="" type="checkbox"/> Renewed	Sum Insured: 10000 Resident: Yes
CIF Number: N001202	Premium: 50
Fixed Deposit Amount: 30000	
Effective Date: 27/09/2017	
Maturity Date: 12 Months 26/09/2018	

8. Check Application List Report → Report (For only Checker and Bank Admin)**a. Application Report to see all approval applications**

b. Application Rejected to see all rejected applications

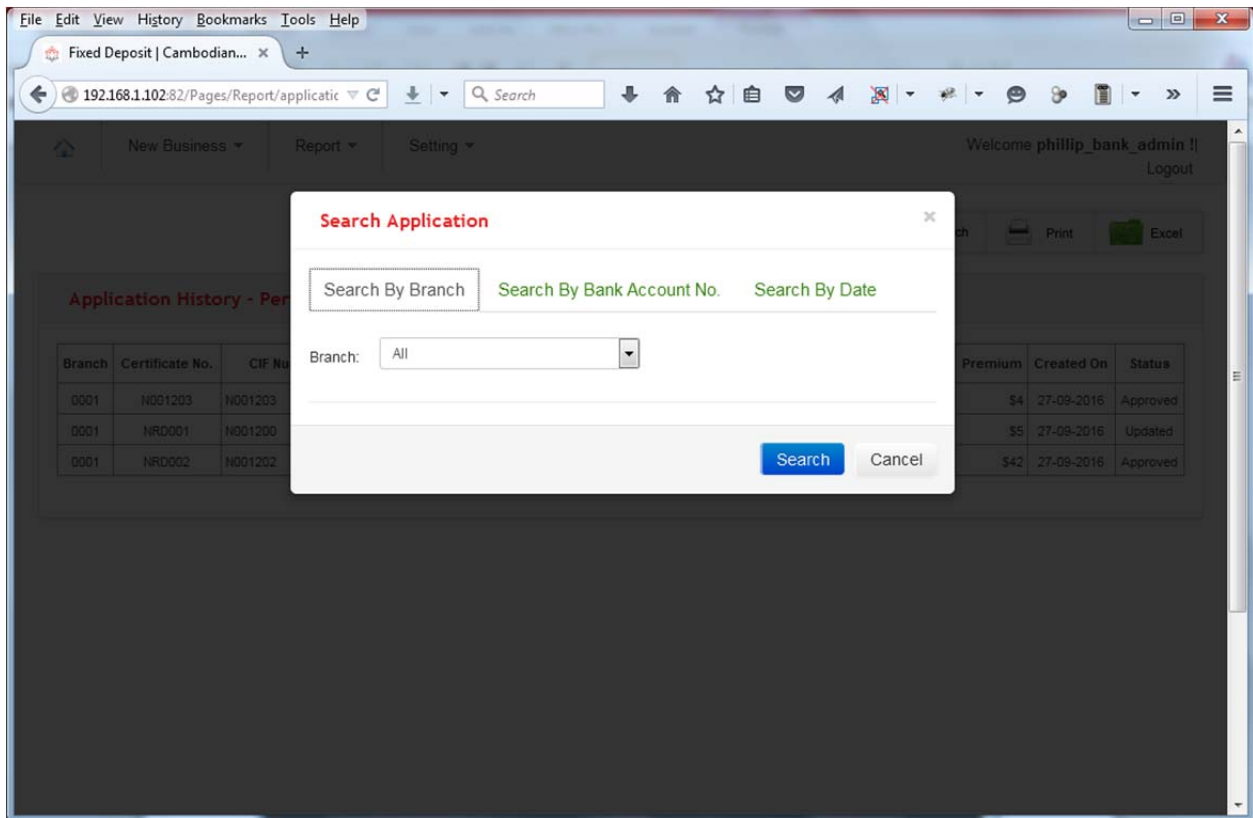
c. Application History to see all input applications

Note: In all reports page there are three buttons as Search to filter data in the list, Print to print report and Excel to export data from the list to excel in detail.

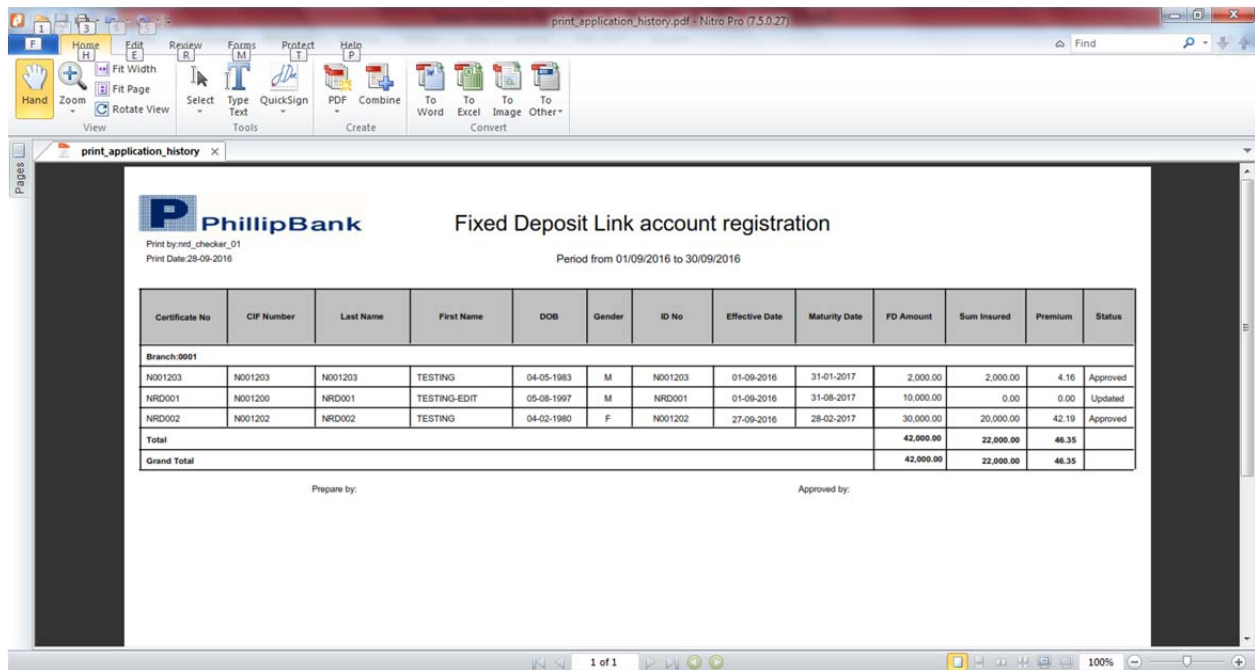
Application History - Period From 01/09/2016 To 30/09/2016

Branch	Certificate No.	CIF Number.	Surname	First Name	DOB	Gender	ID No.	ID Type	Residential	Sum Insure	Premium	Created On	Status
0001	N001203	N001203	N001203	TESTING	04-05-1983	M	N001203	I.D Card	Y	\$2,000	\$4	27-09-2016	Approved
0001	NRD001	N001200	NRD001	TESTING-EDIT	05-08-1997	M	NRD001	I.D Card	Y	\$0	\$0	27-09-2016	Updated
0001	NRD002	N001202	NRD002	TESTING	04-02-1980	F	N001202	I.D Card	Y	\$20,000	\$42	27-09-2016	Approved

+ Search (Search or filter by Branch (Bank Admin), Bank Account No, and Date range)



+ Print



+ Excel

42PHLBYu-shu (Read-Only) - Microsoft Excel (Product Activation Failed)

File

Home

Insert

Page Layout

Formulas

Data

Review

View

Add-Ins

Load Test

Nitro Pro 7

Acrobat

Team

Paste

Cut

Copy

Format Painter

Clipboard

B

I

U

Font

Align Center

Align Right

Align Left

Wrap Text

Merge & Center

General

Number

Conditional Formatting

Format as Table

Cell Styles

Insert

Delete

Format

Cells

Σ AutoSum

Fill

Clear

Sort & Filter

Find & Select

A1

Branch

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
Branch	Certificate No.	CIF No.	Surname	First Name	DOB	Gender	ID No.	ID Type	Residential?	Bene's Name	Beneficiary's ID No.	Bene's ID Type	Beneficiary's Relationship	Created On	Sum Insure	Premium	Status			
0001	N001203	N001203	N001203	TESTING	5/4/1983	M	N001203	I.D Card	Y	Sub Testing	N001203-1	I.D Card	SON	9/27/2016	\$2,000	\$4	Approved			
0001	N001203	N001203	N001203	TESTING	5/4/1983	M	N001203	I.D Card	Y	Sub Testing	N001203-2	I.D Card	DAUGHTER	9/27/2016	\$2,000	\$4	Approved			
0001	NRD001	N001200	NRD001	TESTING-EDIT	8/5/1997	M	NRD001	I.D Card	Y	Sub Testing	NRD001-1	I.D Card	BROTHER	9/27/2016	\$0	\$0	Updated			
0001	NRD001	N001200	NRD001	TESTING-EDIT	8/5/1997	M	NRD001	I.D Card	Y	Sub Testing 1	NRD001-2	I.D Card	FATHER	9/27/2016	\$0	\$0	Updated			
0001	NRD001	N001200	NRD001	TESTING-EDIT	8/5/1997	M	NRD001	I.D Card	Y	Sub Testing 2	NRD001-3	I.D Card	DAUGHTER	9/27/2016	\$0	\$0	Updated			
0001	NRD002	N001202	NRD002	TESTING	2/4/1980	F	N001202	I.D Card	Y	Sub Testing	NRD002-1	I.D Card	WIFE	9/27/2016	\$20,000	\$42	Approved			

9. Unauthorized Page (when you access unauthorized page then the system will load a restriction message page then you can click the arrow button to go back to system home page)

