



Target

psbloansin 59 minutes.com

LENDER JOURNEY

TRAINING MODULE

USER: BRANCH MAKER

Fey

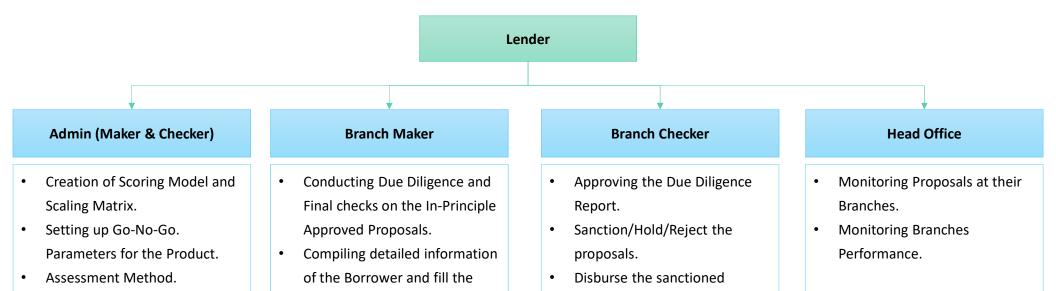


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- 3. <u>REPORTS PANEL</u>



PROCESS FLOW



proposal.

Final Section.

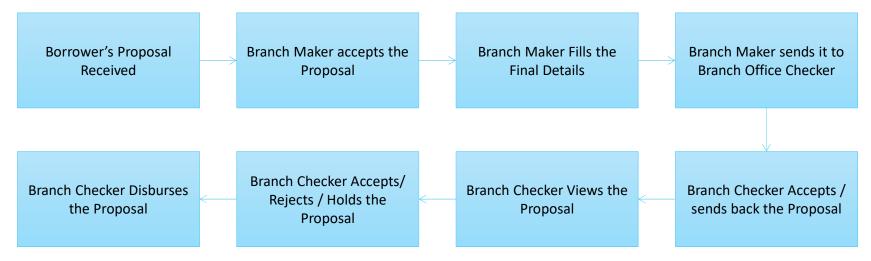


LENDER JOURNEY

In-principle Approval (Admin)



Sanction/ Disbursement (Branch Office)



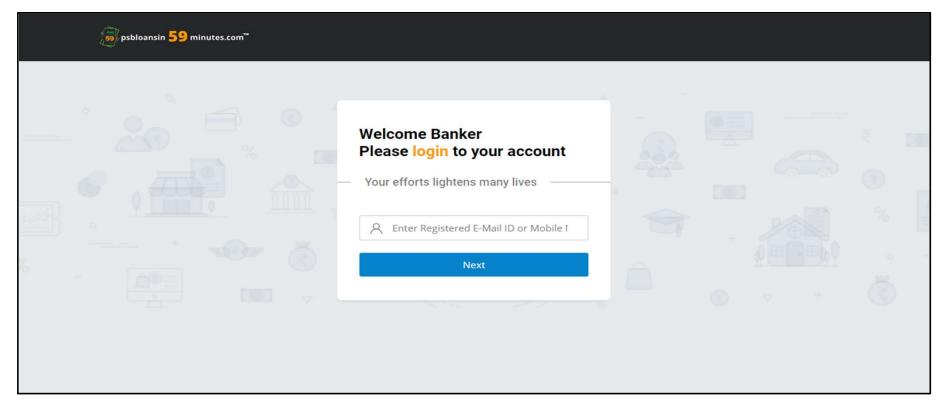


LOGIN & PROFILE

SCREENWISE WALK THROUGH



LOGIN

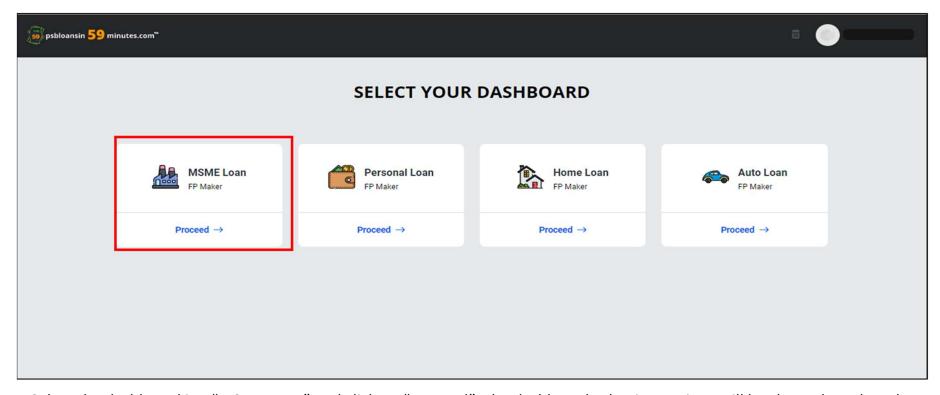


The URL is: https://www.psbloansin59minutes.com/banker

This is the Login Page for Lenders. A lender can login using User Id and Password or through Registered Mobile number and OTP.



SELECT YOUR DASHBOARD

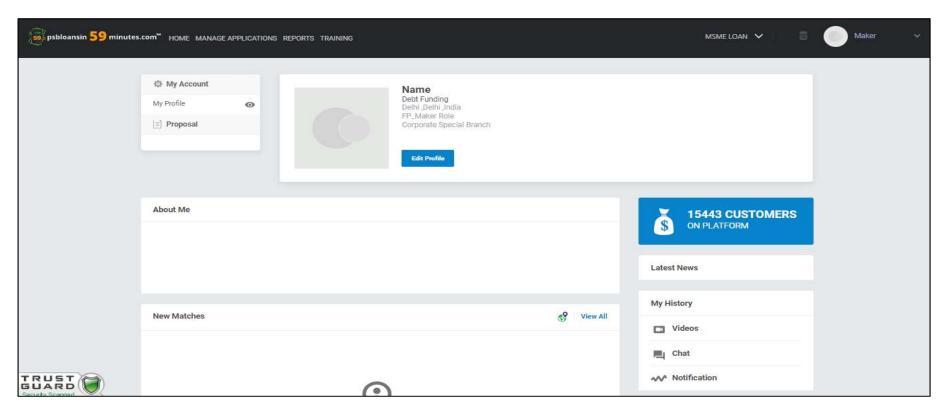


Select the dashboard i.e. "MSME Loan" and click on "Proceed". The dashboard selection options will be shown based on the roles assigned to the user.





PROFILE PAGE

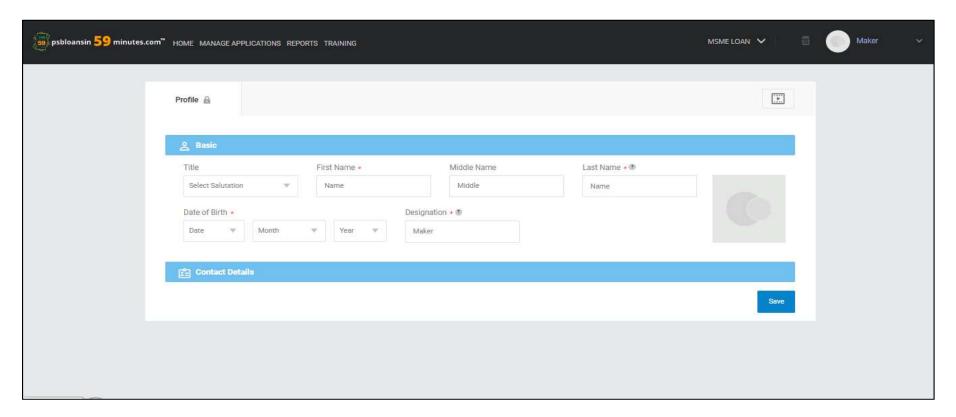


This is the Branch Maker dashboard. The branch maker can click on "Edit Profile" to go to the Profile Page.





EDIT PROFILE



The Profile Page is divided into two sections which are Basic and Contact Details. The branch maker can view and edit the details under both the sections. The branch maker can click on "Save" to save the details.

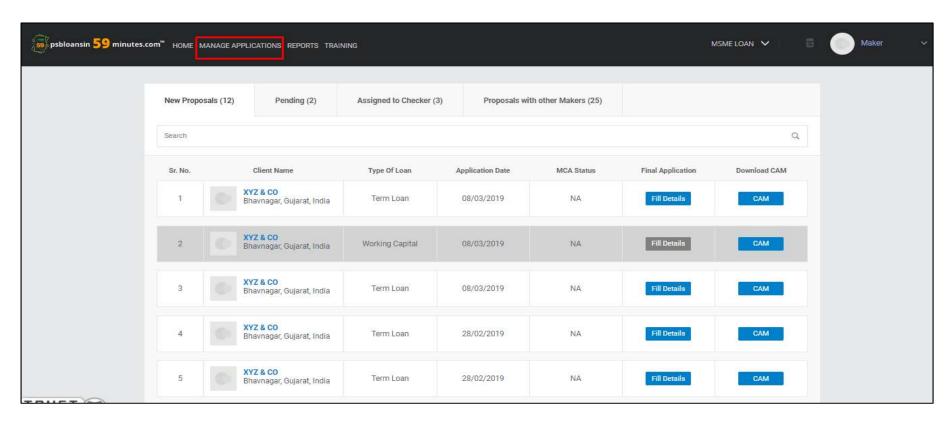


MANAGE PROPOSALS

SCREENWISE WALK THROUGH



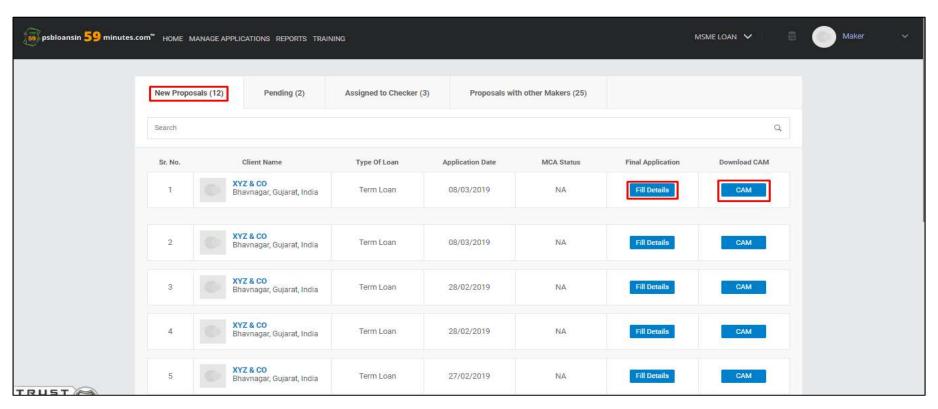
MANAGE APPLICATIONS



The maker can click on "Manage Applications" in the header and the maker will be redirected to the page for applications management. The page is divided into four sections which are 'New Proposals', 'Pending', 'Assigned to Checker' and 'Proposals with other Makers.



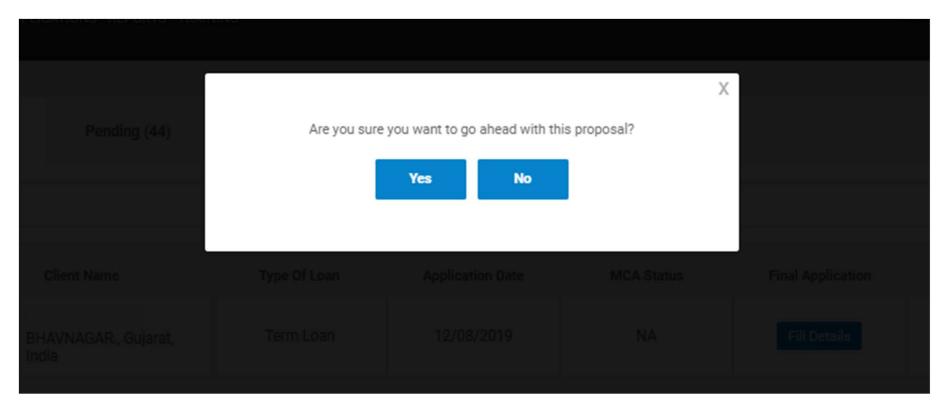
NEW PROPOSALS SECTION



The maker can click on "New Proposals" to view a list of all the new In-principle proposals tagged to that branch. The maker can click on "CAM" to download the CAM report of the proposal. The maker can read the CAM report to better understand the proposal. The maker can click on "Fill Details" and a pop-up window will appear for the maker to confirm the proposal selection.



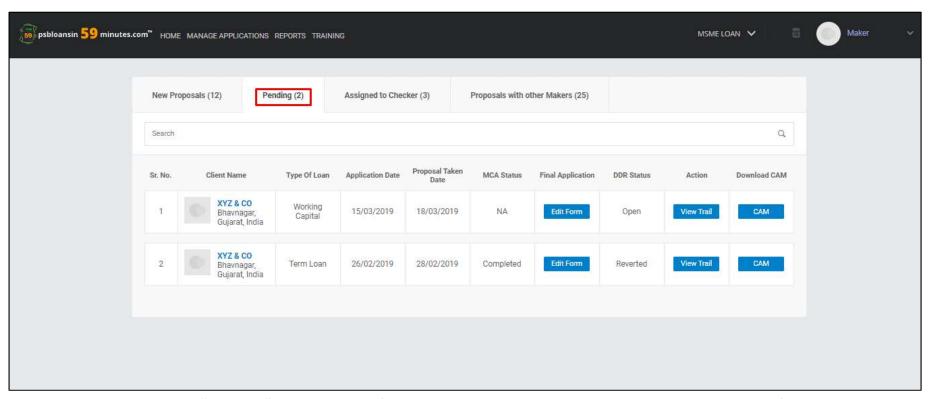
MAKER ACCEPTS PROPOSAL POP-UP



The maker can click on "Yes" to accept the proposal and the accepted proposal will shift to "Pending" section.



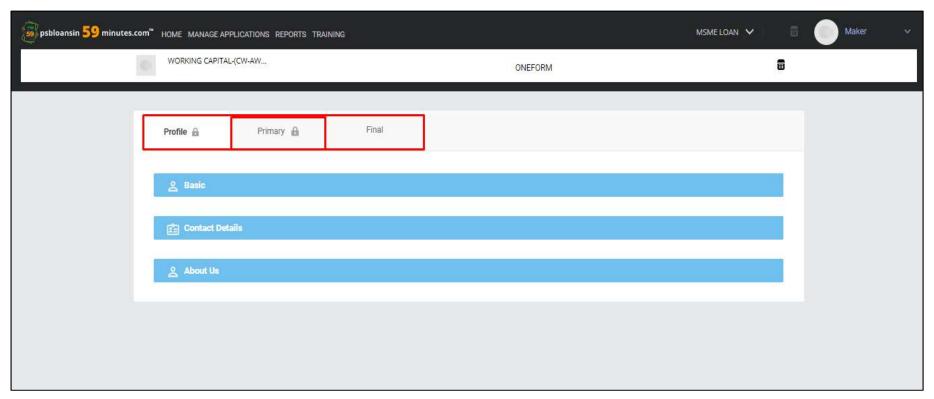
PENDING SECTION



The maker can click on "Pending" to view a list of all the proposals that has been accepted by the maker for due diligence purpose. The 'Open' status means that the proposal has yet not been assigned to any branch checker. The 'Reverted' status means that the proposal has been sent back by the branch checker for modifications. The maker can click on "Edit Form" and the maker will be redirected to the One Form Page.



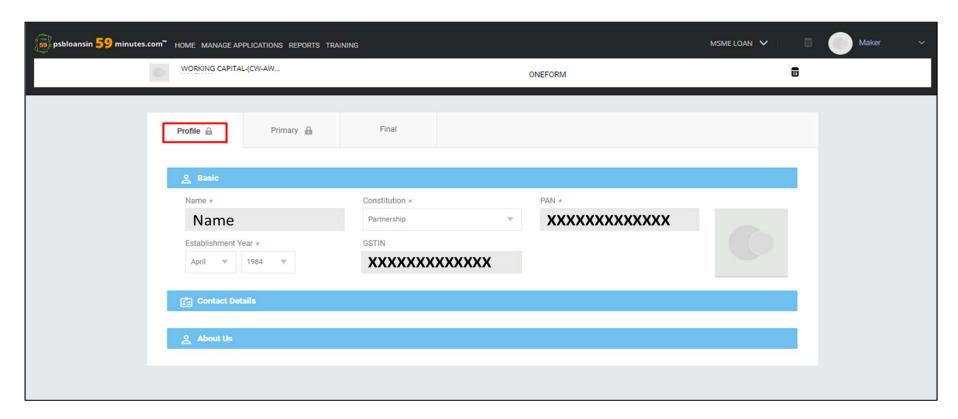
PENDING- ONE FORM



The one form page is divided into three sections, "Profile", "Primary" and "Final". The profile and primary sections are already filled-in as per data provided by the borrower and hence, are locked for editing. The maker can view the details mentioned under 'Profile' and 'Primary' sections.



PENDING- ONE FORM - PROFILE

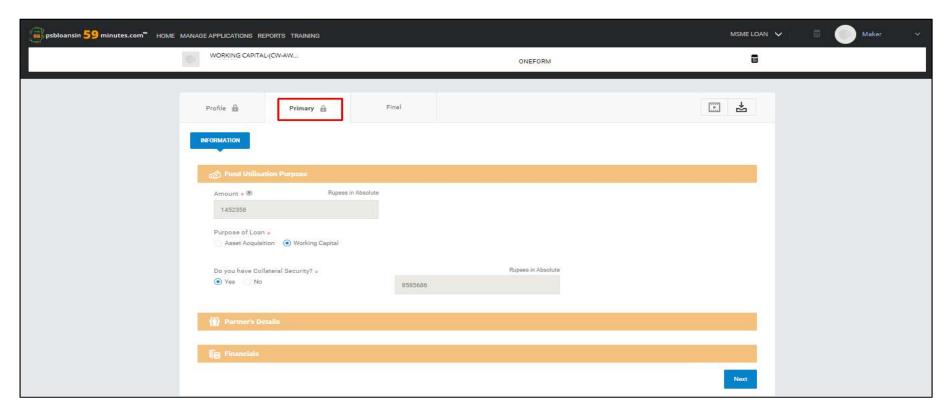


The maker can click on "Profile" to view the profile section which is divided into three information categories which are Basic,

Contact Details and About Us.

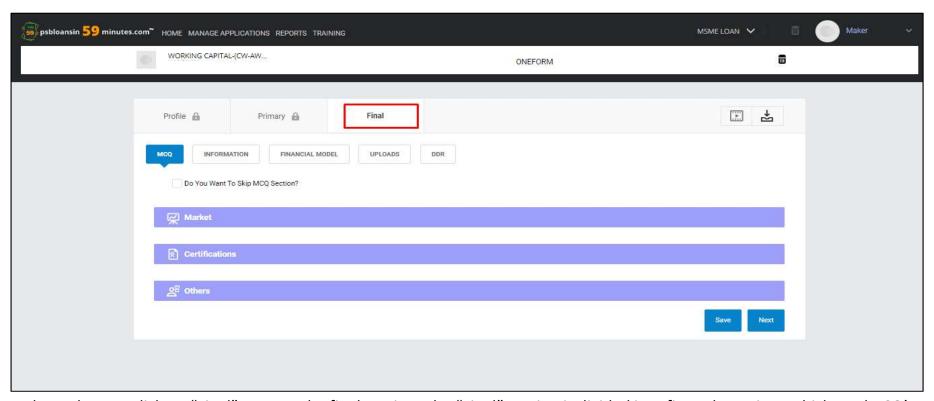


PENDING- ONE FORM - PRIMARY



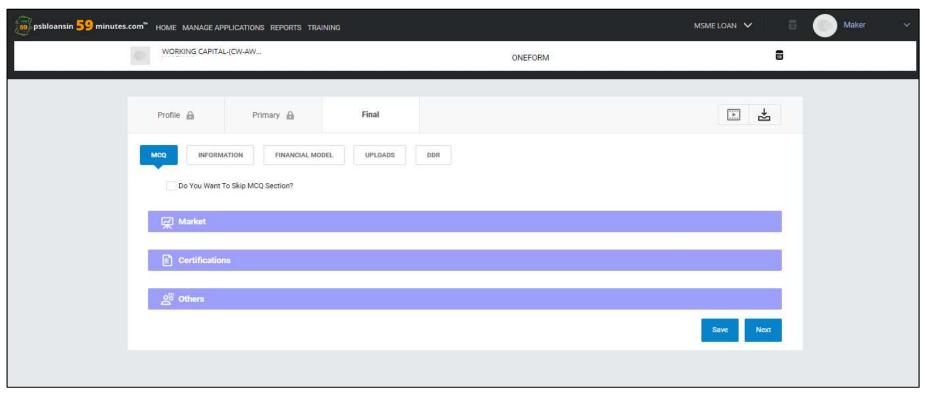
The maker can click on "Primary" to view the primary section which is divided into three information categories which are Fund Utilisation Purpose, Partner Details and Financials.





The maker can click on "Final" to go to the final section. The "Final" section is divided into five sub-sections which are 'MCQ', 'Information', 'Financial Model', 'Uploads' and 'DDR'. The maker needs to fill-in details under each sub-section.



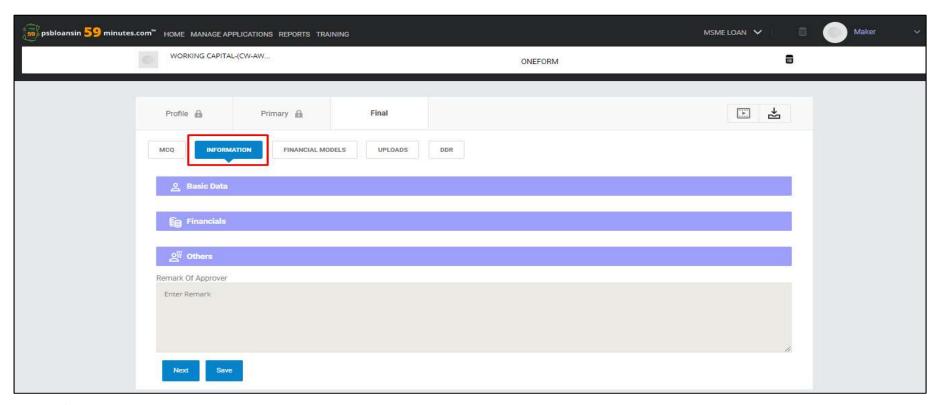


The maker can click on "MCQ" to view the multiple-choice questions. The sub-section is divided into three categories which are Market, Certifications and Others. The maker needs to tick against the correct answers. The questions will be asked on the basis of the details provided by the borrower during the application process.

NOTE: - The maker has been provided with an option to skip MCQ sub-section. The maker needs to tick at "Do you want to Skip MCQ section?" and click

Strictly Private & Confidential on "Proceed". This will result in non-generation of IRR MSME score.

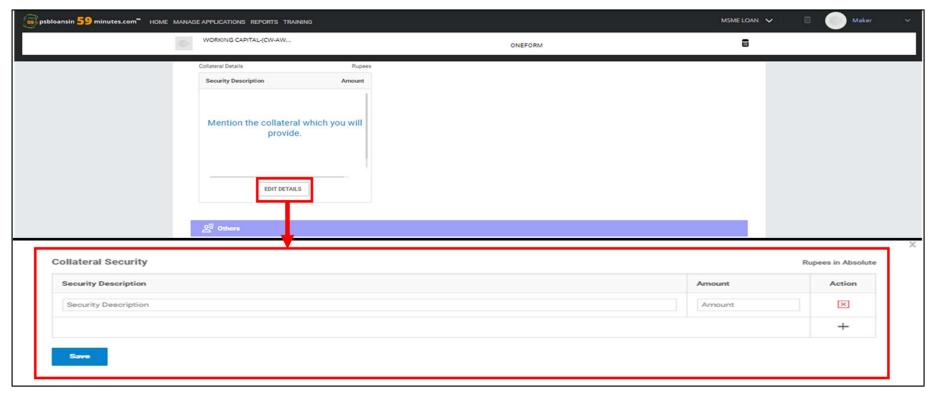




The Information sub-section is divided into three information categories which are Basic Data, Financials and Others. The maker can click on any information category to fill-in the required details.

NOTE: - Mandatory fields will be marked with asterisk (*). "Tool tip question mark" has been provided for better understanding of the Strictly Private & Confidential respective field.



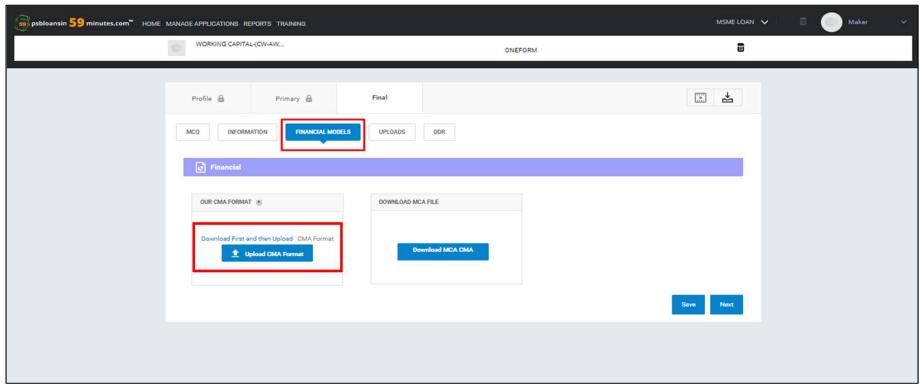


The maker can click on "Edit Details" under the collateral details field and a pop-up window will appear for the maker to fill in collateral security details. The maker can click on the "+(plus)" sign to add or the "red cross (x)" sign to remove a security detail.

The maker can click on "Save" to save the entered details and the total amount will be reflected under the 'Total of Collateral Detail' field.

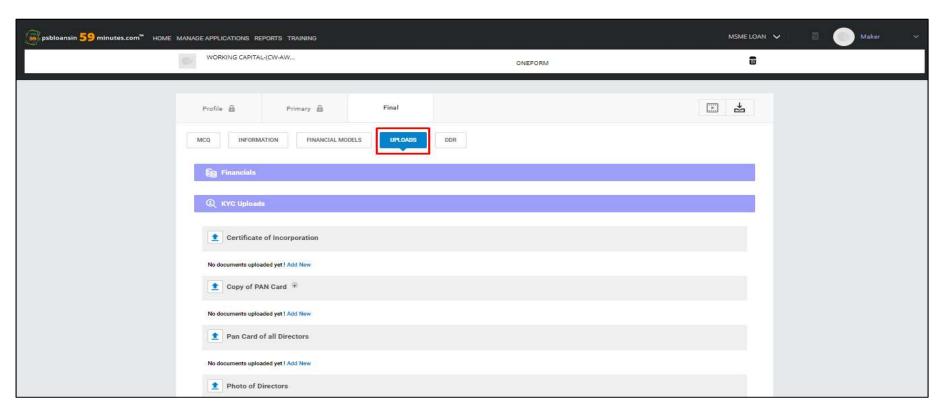
Strictly Private & Confidential





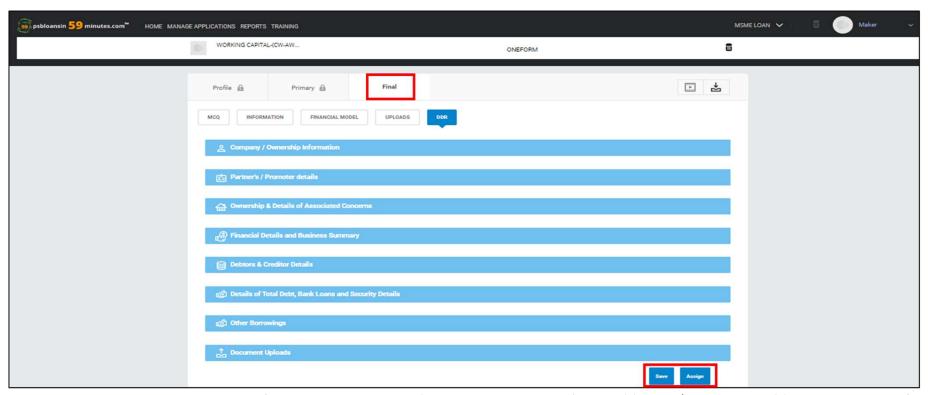
Under the "Financial Models" sub-section, the maker can click on "Download MCA CMA" to download CMA file in Excel format. The maker needs to fill-in financial details of the applicant in the Excel file. After entering all the required data, the maker can save the Excel file and click on "Upload CMA Format" to upload the filled-in CMA file on the platform.





The Uploads sub-section is divided into two categories which are Financials and KYC. The maker needs to upload various documents which have been collected as per applicability from the applicant under respective categories.



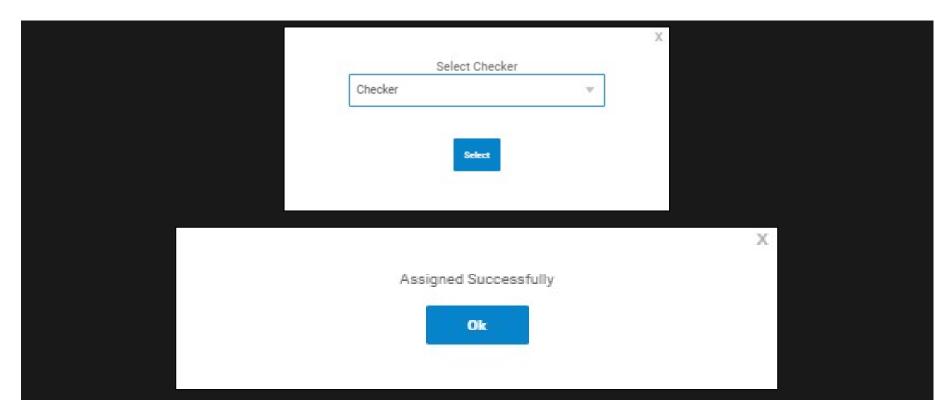


The DDR sub-section is divided into various information categories such as 'Company and Ownership Information', 'Partner / Promoter Details', 'Ownership & Details of Associated Concerns', 'Financial Details and Business Summary', 'Debtor & Creditor Details', 'Total Debt, Bank Loans and Security Details', 'Other Borrowings' and 'Uploaded Documents'. The maker needs to fill-in details under each information category.

The maker after thoroughly checking that all the required details has been correctly filled-in, can click on "Assign" at the end of DDR sub-section.



PENDING- ONE FORM - ASSIGN



A pop-up window will appear for the maker to select the checker from the drop-down list. The maker can click on "Select" and a pop-up window will appear for the maker confirming the proposal being successfully assigned to the checker.

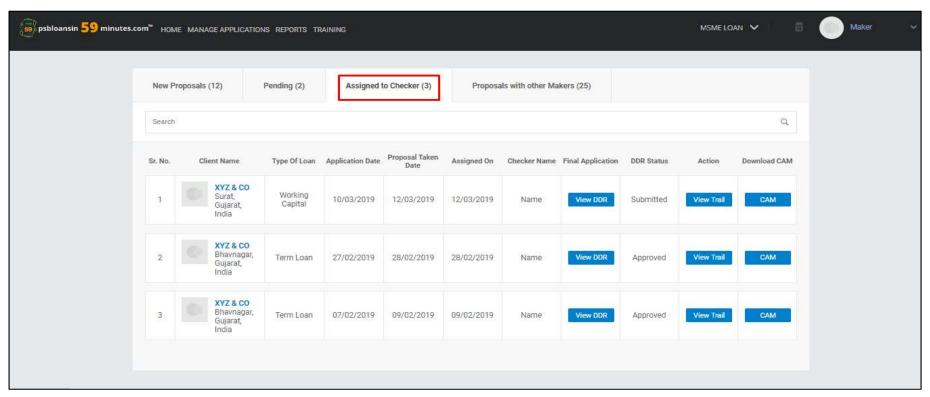
NOTE: - The assigned proposal will shift to "Assigned to Checker" section under Manage Applications.

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ASSIGNED TO CHECKER SECTION

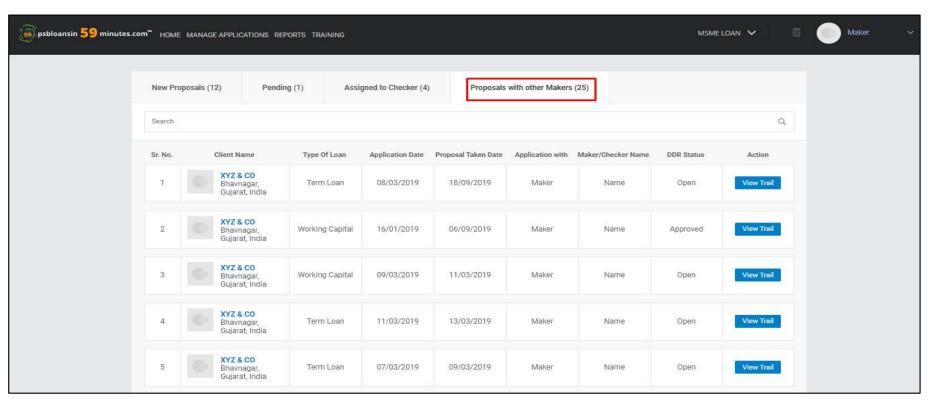


The maker can view a list of all the proposals that has been assigned by the maker to the checkers for the DDR approval. The maker can view applicant name, loan type, application date, proposal taken date, proposal assigned date, checker name and DDR status. The 'Submitted' status means that the proposal has assigned to the checker but has not been approved. The 'Approved' status means that the proposal has been approved by the branch checker.

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PROPOSALS WITH OTHER MAKER SECTION



The maker can click on "Proposals with other Makers" to view a list of all the proposals that have been assigned to other makers of the branch. The 'Open' status means that the proposal has yet not been assigned to any branch checker. The 'Reverted' status means that the proposal has been sent back by the branch checker for modifications. The 'Submitted' status means that the proposal has assigned to the checker but not strictly Private & Cheen-approved. The 'Approved' status means that the proposal has been approved by the branch checker.

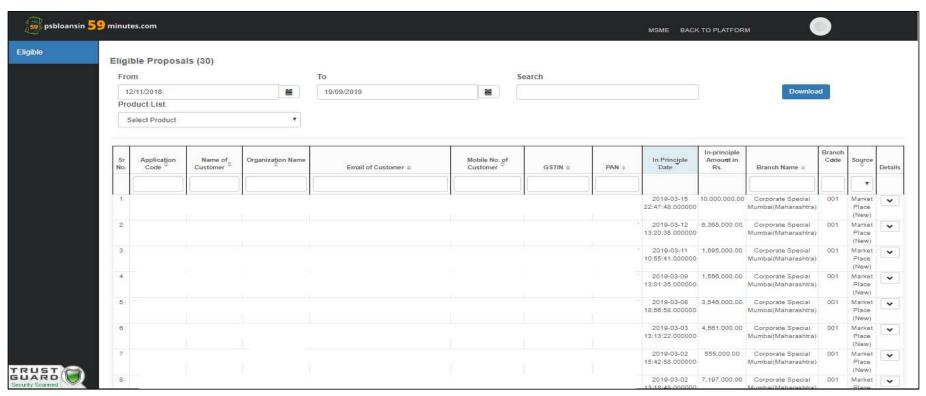


REPORTS PANEL

SCREENWISE WALK THROUGH



REPORTS



Once the Maker clicks on 'Reports', the maker will be able to view all the Eligible Proposals tagged to that Branch. Various filters have been provided to refine the search of the proposals. The maker can click on "Download" to download the details in excel file. The maker can click on "Drop Down Arrow" to view details of a particular proposal.

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THANK YOU

Mail us at:

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Production