Users Functionality

ADMIN USERS
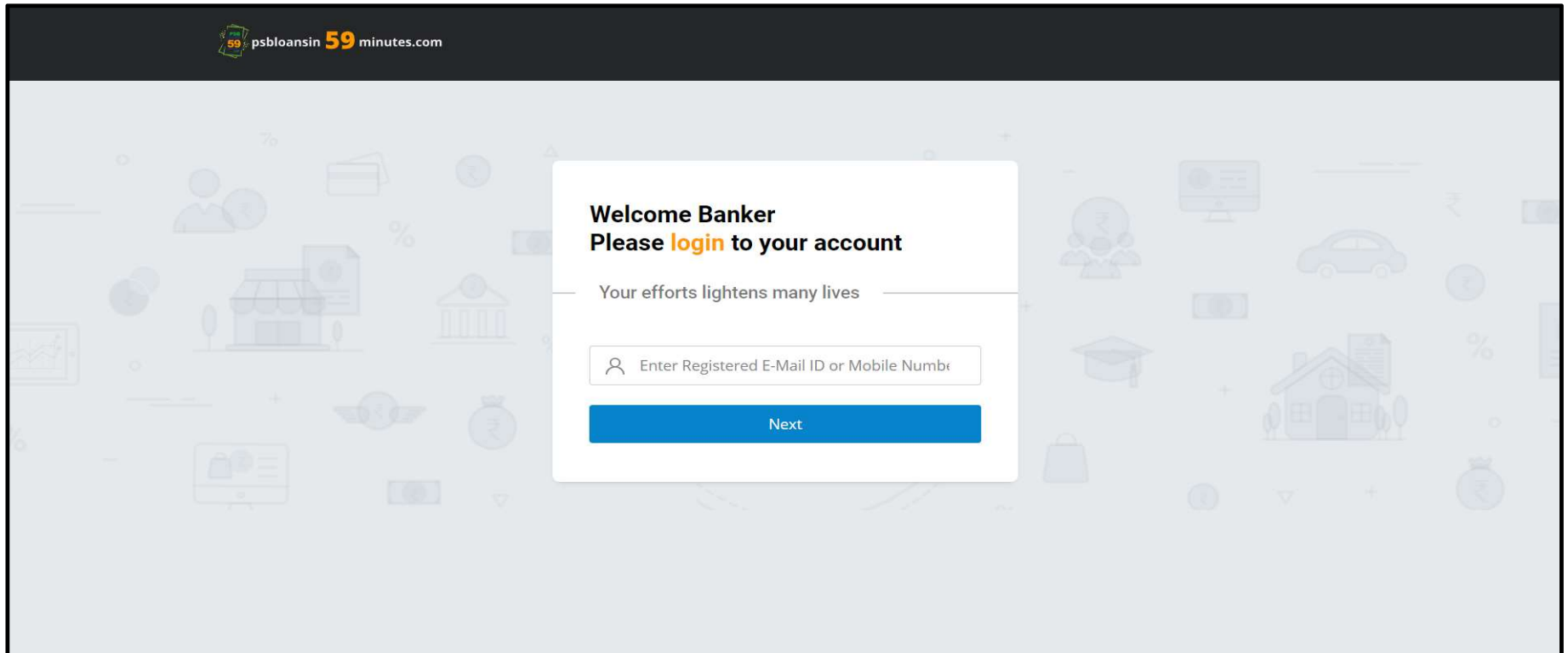
INDEX

Brief Description

- You can find details about the branch users created on the portal.

- You can set users as Active/Inactive.

- You can update the mobile number of any user created on the portal.

- You can change the role of user from Branch Maker to Branch checker and vice versa.

- You can transfer the user from one branch to another branch.

- You can transfer the proposal from one user to another user within the branch.
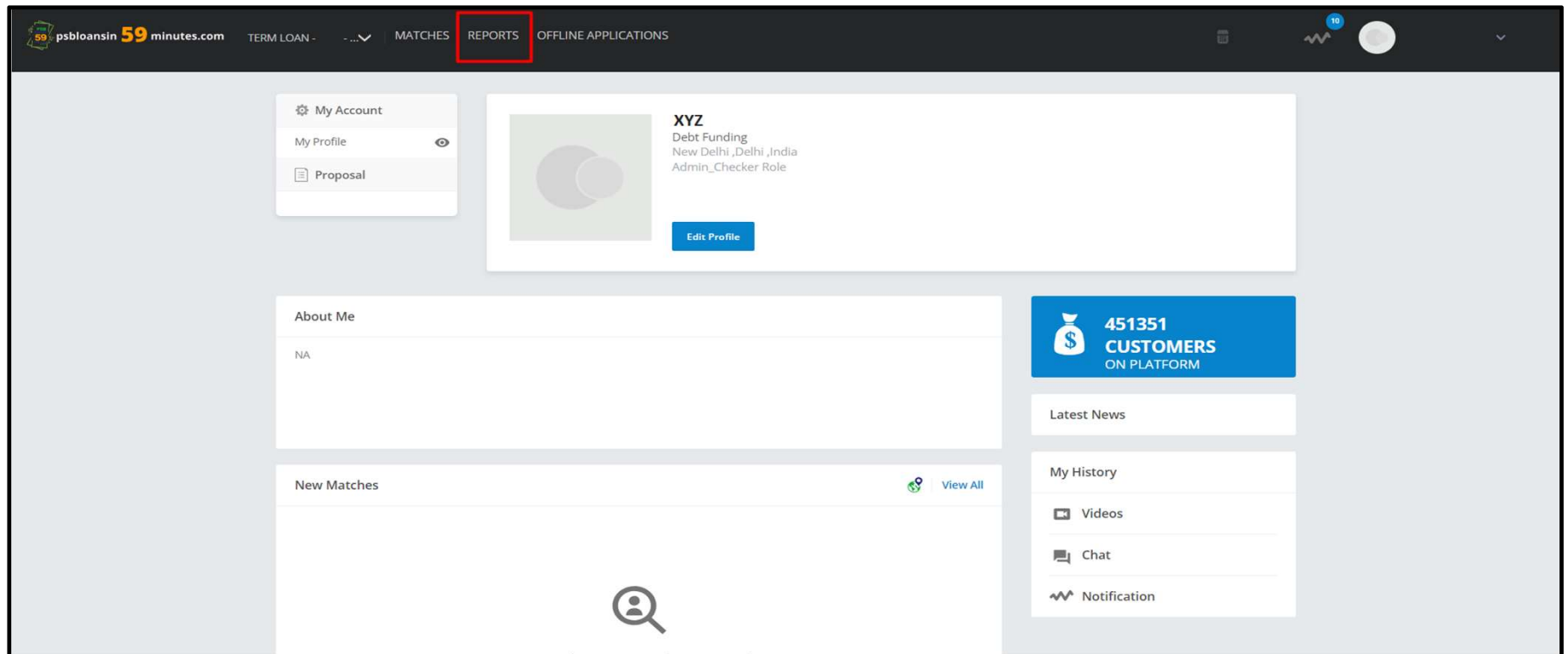
- You can reset the password of the users.

Login

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

Dashboard

Click on 'Reports' to access the functionality.

Reports

Click on 'Users' to access the functionality.

Set users as Active/Inactive

Click on Highlighted button to set users as Active/Inactive.

Active/Inactive Pop-up

www.psbloansin59minutes.com says

Are you sure you want Inactive status for **xyz@gmail.com**   email address ?

OK   Cancel

Click on 'OK' to confirm to set the user as Active/Inactive.
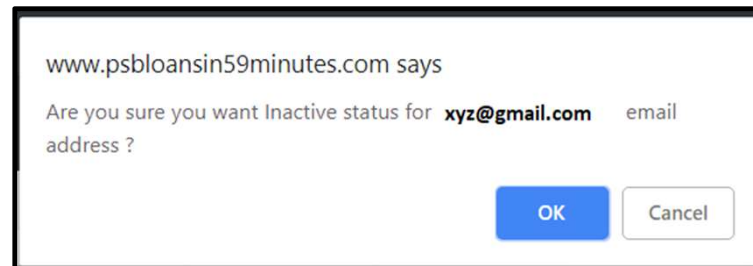
Update User Details

Click on the highlighted button to 'Update User details' of the that User.

1) Mobile No.
2) Role Transfer
3) Branch Transfer
4) User Proposal Transfer

Update User Details – Mobile number

Enter the new number in the "New Mobile No." and Click on 'send OTP'.

Update User Details – User Role

Select New Role from the dropdown and click "Update"

Update User Details – User Branch Transfer

Select New Branch from the dropdown and click "Update"

Update User Details – User Proposal Transfer

Select New User from the dropdown to transfer the proposal within the Branch and click "Update"

Reset Password

Click on the highlighted button to 'Reset Password' of the that user.

Reset Password Pop up
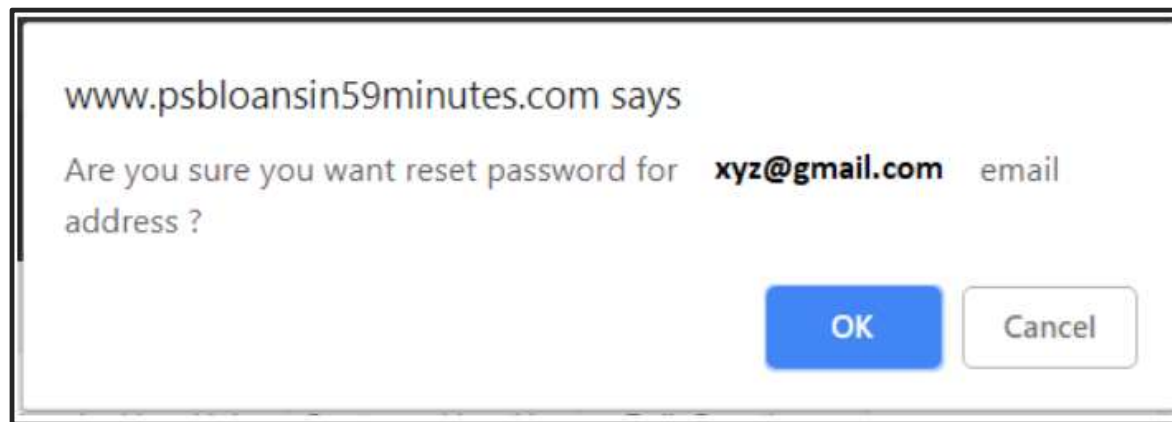
Click on 'OK' to confirm Reset Password.

Download

You can download the list of users by clicking on 'Download'.

THANK YOU

Mail us at :

Borrower Journey Queries: support@psbloansin59minutes.com

Banker Journey Queries: banksupport@psbloansin59minutes.com

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