# AML Client Activity Monitoring and Case Management – Technical Implementation Guide

## Applications Involved

1. AML Client Activity Monitoring – Used to design and configure monitoring forms.

2. AML Case Management Tool – Used to manage and associate forms with specific AML cases.

## Application 1: AML Client Activity Monitoring

Objective: Design and publish a form using the Fulfilment Form feature.

### Steps to Design a Form

1. 1. Access Form Designer

- Navigate to the Fulfilment Form section.  
- Find the required Form ID.  
- Choose the "Design the form" option.

1. 2. Form Builder Wizard

The form builder will guide you through 5 steps:

#### Step 1: Define Metadata

Fill all mandatory and any additional required fields. Click Save and Continue to proceed.

#### Step 2: Design Request Elements

Enable the Form Element Panel Toggle.  
- The left panel will appear, showing:  
 • Data Dictionary  
 • Basic Components  
 • A search filter for quick access.  
  
Use the filter to search for and drag-and-drop the following elements into the form canvas:  
 • Assigned Group  
 • Description  
 • Case State  
 • Possible Next Movement  
 • Possible Actions  
 • Workflow Actions  
 • Reason

#### Step 3: Workflow Rules

Select the required Actions, Utilities, and any additional relevant fields to configure workflow rules.

#### Step 4: Production Date

Use the Date Picker labeled "Describe date to push to production" to select the appropriate date for deployment.

#### Step 5: Review and Submit

Review all the configurations from Step 1 to Step 4.  
If edits are needed, use the Back button to navigate and correct inputs.  
Once everything is reviewed and verified, click "Ready for Production".  
  
The completed form will now be listed under the My Forms tab.

## Application 2: AML Case Management Tool

Objective: Link the created form to a new or existing AML case.

### Steps to Link the Form

1. Open a new or existing case in the AML Case Management Tool.
2. Link the form created in the AML Client Activity Monitoring application.
3. The form will now be visible in the Review Summary of the case details.
4. The form is now ready for modification and saving as part of case workflow.

## Notes

- Ensure metadata and required fields are fully configured before proceeding to later steps.

- Linked forms are dynamic and editable from within the case interface.

- Only published (Ready for Production) forms will be available for linking.