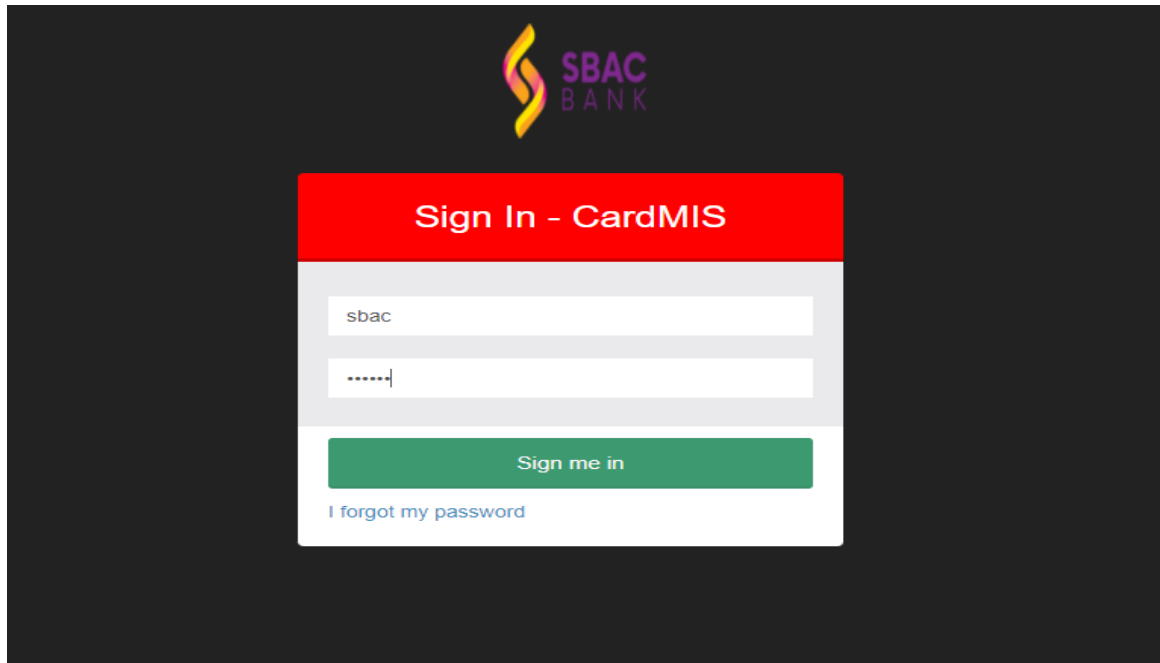


# Branch User Manual



- When you entered this link you find this login page
- Use your User Id and password for login

**CardMIS** Birgonj Branch Snigdha Sharmis

Dashboard Debit Card Requisition > New Debit Card Report Debit Card Request

**New debit card**

Account Number: please enter your 13 digits account num

Issuing Branch: Issuing Branch

Name on card: Enter name on card

Receiving Branch: Select Branch

Father Name: Enter Father Name

Other Phone: Enter other phone number

Mother Name: Enter Mother Name

Other Email: Enter other email

Gender: Enter Gender

Narration: Enter other narration

Date Of Birth: YY-MM-DD

Markated By: Enter Markated By

Submit

**Account Information**

Name:	Customer ID:
Mobile No:	Father's name:
Gender:	Mother's name:
Balance:	Account Status:
Address:	Date of Birth:
Account Type:	

Activate Windows  
Go to Settings to activate Windows.

- Click New Debit Card and you find this
- Give Account number all account information show automatically
- Give only Name on card. If Father, Mother, Gender and Date of birth is blank. Please fill up it Manually
- Click Submit button to create this Requisition

New debit card Home > Requisition > New debit card

**Account Number** \*

**Name on card** \*

**Father Name** \*

**Mother Name** \*

**Gender** \*

**Date Of Birth** \*

**Issuing Branch** \*

**Receiving Branch** \*

**Other Phone**

**Other Email**

**Narration**

**Marketed By**

Submit

Account Information

Name: <b>ABDUL HALIM</b>	Customer ID: <b>0067001269</b>
Mobile No: <b>01854109774</b>	Father's name: <b>SANA ULLAH</b>
Gender: <b>M</b>	Mother's name: <b>NASIMA AKTER</b>
Balance <b>2503.89</b>	Account Status <b>OPERATIVE</b>
Address: <b>180/F, EAST RAMPURA, TITAS ROAD, DHAKA-1219</b>	
Date of Birth: <b>1999-02-11</b>	
Account Type: <b>Savings Deposit (General)</b>	

Card Not found

Activate Windows  
Go to Settings to activate Windows.

- It Show be like that

New debit card Home > Requisition > New debit card

**Account Number** \*

**Name on card** \*

**Father Name** \*

**Mother Name** \*

**Gender** \*

**Date Of Birth** \*

**Issuing Branch** \*

**Receiving Branch** \*

**Other Phone**

**Other Email**

**Narration**

**Marketed By**

Submit

Account Information

Name: <b>ABDUL HALIM</b>	Customer ID: <b>0067001269</b>
Mobile No: <b>01854109774</b>	Father's name: <b>SANA ULLAH</b>
Gender: <b>M</b>	Mother's name: <b>NASIMA AKTER</b>
Balance <b>2503.89</b>	Account Status <b>OPERATIVE</b>
Address: <b>180/F, EAST RAMPURA, TITAS ROAD, DHAKA-1219</b>	
Date of Birth: <b>1999-02-11</b>	
Account Type: <b>Savings Deposit (General)</b>	

Card Not found

**DO YOU WANT TO CREATE THIS ??**

Cancel
OK

Activate Windows  
Go to Settings to activate Windows.

- After click submit it will show a dialog box then Click Ok
- If Success it will show a success message

# Authorize User

CardMIS

Head Office Branch

Dashboard

Debit Card Requisition

Requisition Authentication

Dishonour Request

Report

Debit Card Request

Dashboard

Control panel

2507

Total No of Customer

2904

Total No of Card

Counting

Payment Miss - this Month

- Click Requisition Authorize

Authentication New Debit Card

Home > Requisition > Authentication Debit Card

All Authorize

10 records per page

Search:

Account No	Acc Name	Phone	Email	Card Name	Acc Type	Status	Birth Date	Balance	Branch	Receiving Branch	Issue Branch	Request By	Request Date	Option
0067120004272	ABDUL HALIM	01854109774 1620601859	halim@gmail.com	ABDUL HALIM	Savings Deposit (General)	OPERATIVE	11-02-1999	2503.89	HEAD OFFICE BRANCH	ADDA BAZAR BRANCH	SBAC Corporate	Jannatul Mawa Sweety	23-09-2021	Dishonour

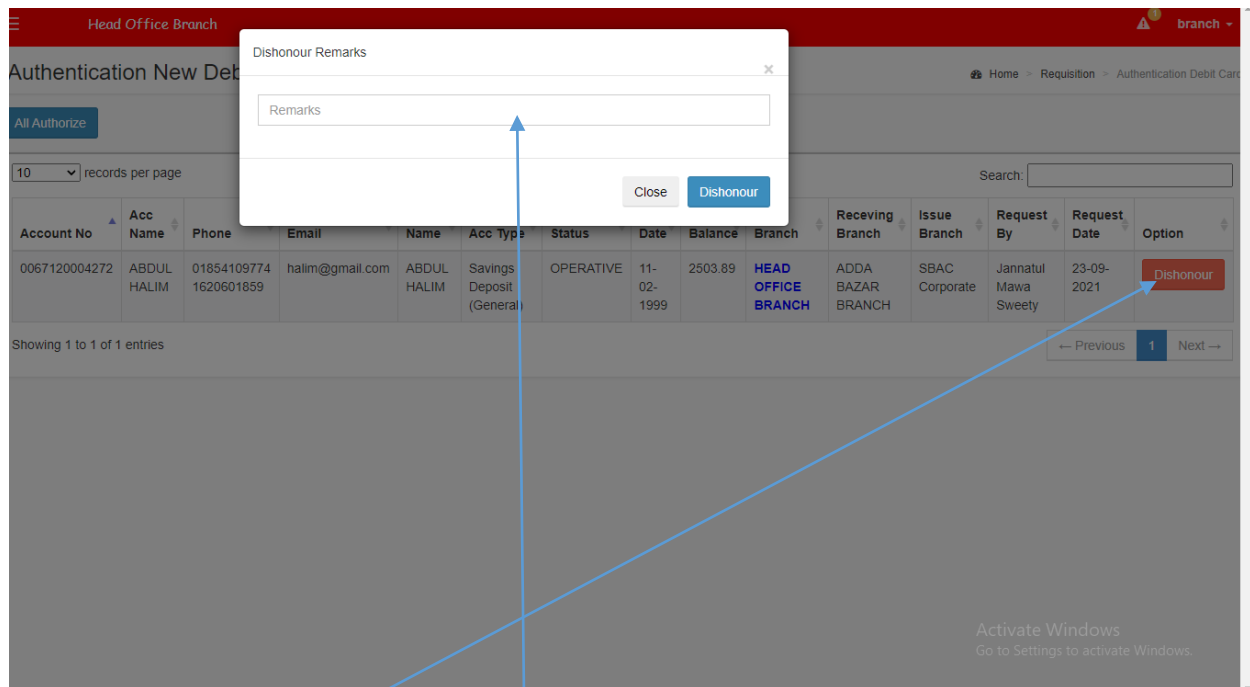
Showing 1 to 1 of 1 entries

Previous 1 Next

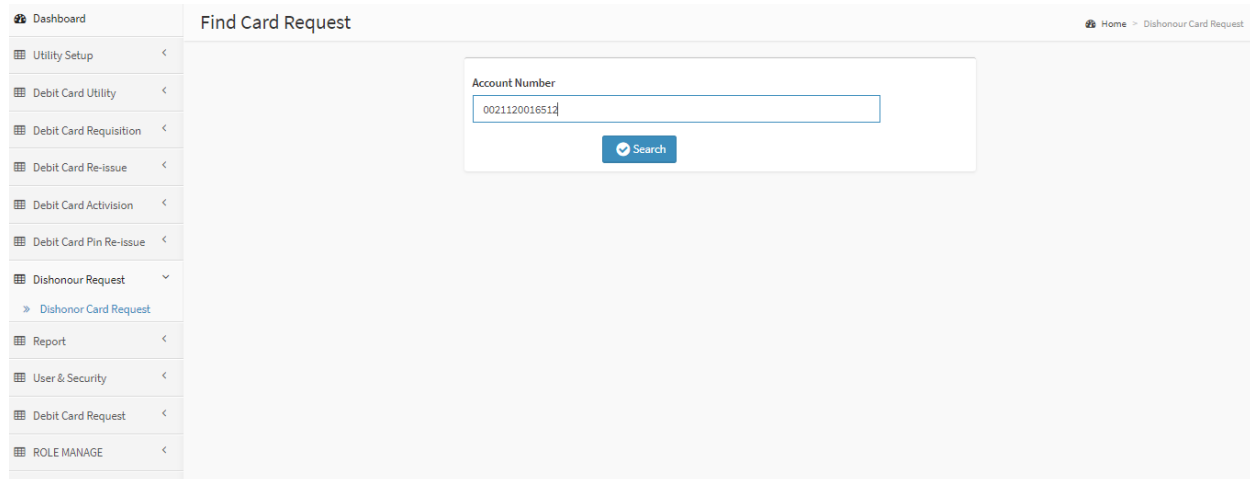
Activate Windows

Go to Settings to activate Windows.

- If you want to Dishonor



- Click dishonor button and give remarks



- After authorize you can dishonor this by searching account number
- Give account number and click search

Find Card Request

Dishonour Remarks

Remarks

Close Dishonour

Account No	Acc Name	Phone	Email	Acc Type	Status	Open Date	Balance	Branch	Receiving Branch	Issue Branch	Request By	Request Date	Option
0021120016512	MD JABIR HOSSAIN	01717406718		Savings Deposit (General)	OPERATIVE	22-09-1985	500.00	BIRGONJ BRANCH	GAZIPUR BRANCH	GAZIPUR BRANCH		14-09-2021	Dishonour

- Give reason and click dishonor button , you will find window like this
- Give remarks and submit

# Report

Dashboard
Debit Card Requisition <
Debit Card Re-issue <
Debit Card Activation <
Debit Card Pin Re-issue <
Report
Card Request
Account type wise

## Debit Card Report

Home > Report > Debit Card

Start Date  
16/09/2021

End Date  
27/09/2021

Select Branch  
Head Office Branch

Select request type  
ALL

Select Status  
ALL

Generate

- You can find all Request use data range.
- If you Click status You will find 3 status
  - All
  - Approve
  - Dishonor
- You can see report by separately or all Request

Excel PDF
Show 50 entries
Search

SL	ACCOUNT NO	ACC NAME	CARD NUMBER	PHONE	ACC TYPE	REQUEST TYPE	REASON	ISSUE BRANCH	REQUEST BRANCH	RECEIVING BRANCH	REQUEST BY	AUTHORIZED BY	BRANCH AUTHORIZED BY	NARRATION	REQUEST DATE	STATUS
1	0006122052666	FARHAN TANVIR		01684558268	Student Savings Deposit	NEW CARD		KHULNA BRANCH	Head Office Branch	KHULNA BRANCH	Md Asaduzzaman Molla	Nurul Khan	Md Imran Chowdhury Shamrat		2021-09-22	APPROVE
2	0020111005720	MIS SAMIR ENTERPRISE		01712904193	Current Deposit (General)	NEW CARD		ISLAMPUR BRANCH	Head Office Branch	ISLAMPUR BRANCH	Md Asaduzzaman Molla	Nurul Khan	Md Imran Chowdhury Shamrat		2021-09-22	APPROVE
3	0020120004473	AKM TAR MIAH		01757870047	Savings Deposit (General)	NEW CARD		ISLAMPUR BRANCH	Head Office Branch	ISLAMPUR BRANCH	Md Asaduzzaman Molla	Nurul Khan	Md Imran Chowdhury Shamrat		2021-09-22	APPROVE
4	0020120010466	SUMON CHANDRA DEB		01711263000	Savings Deposit (General)	NEW CARD		ISLAMPUR BRANCH	Head Office Branch	ISLAMPUR BRANCH	Md Asaduzzaman Molla	Nurul Khan	Md Imran Chowdhury Shamrat		2021-09-22	APPROVE
5	0020120026600	MD JAKIR HOSSAIN		01745998435	Savings Deposit (General)	NEW CARD		ISLAMPUR BRANCH	Head Office Branch	ISLAMPUR BRANCH	Md Asaduzzaman Molla	Nurul Khan	Md Imran Chowdhury Shamrat		2021-09-22	APPROVE
6	0020121000082	SAVED FAYSAL AHMED		01712698484	Staff Savings Deposit	NEW CARD		ISLAMPUR BRANCH	Head Office Branch	ISLAMPUR BRANCH	Md Asaduzzaman Molla	Nurul Khan	Md Imran Chowdhury Shamrat		2021-09-22	APPROVE
7	0020623009859	KOMOR UDDIN LASHKAR		01740914941	S.O D (FDR)	NEW CARD		ISLAMPUR BRANCH	Head Office Branch	ISLAMPUR BRANCH	Md Asaduzzaman Molla	Nurul Khan	Md Imran Chowdhury Shamrat		2021-09-22	APPROVE
8	0021120016601	PRANAB ADHIKARI		01718118655	Savings Deposit (General)	NEW CARD		GAZIPUR BRANCH	Head Office Branch	GAZIPUR BRANCH	Md Asaduzzaman Molla	Nurul Khan	Md Imran Chowdhury Shamrat		2021-09-22	APPROVE
9	0021120016610	KAZI ARAFAT		0197654266	Savings Deposit (General)	NEW CARD		GAZIPUR BRANCH	Head Office Branch	GAZIPUR BRANCH	Md Asaduzzaman Molla	Nurul Khan	Md Imran Chowdhury Shamrat		2021-09-22	APPROVE

- You can download Excel and pdf

Dashboard
Debit Card Requisition
Debit Card Re-issue
Debit Card Activation
Debit Card Pin Re-issue
Report
Card Request
Account Type Summary

Account type Debit Card Report
Home > Report > Account Type

Start Date  
01/09/2021

End Date  
26/09/2021

Select Branch  
Head Office Branch

Select Account Type  
ALL

Generate

- You can also find out summary report
- Give range date and select account type

Card | Account type Report - Google Chrome
localhost:8080/cardMis/pages/card/report/card/acc\_type\_summary/acc\_type\_summary\_info.php?frm=01/09/2021&to=26/09/2021&branch=92&account\_type=

Print

Daily Debit Card Possition  
Head Office Branch  
Date : 27-09-2021

Sl.	ACCOUNT TYPE	NUMBER OF A/C	APPROVE	DISHONOR	TOTAL
1	Current Deposit (General)	10	13	1	14
2	Mudaraba Savings Account	99	102		102
3	S.O.D (FDR)	1	1		1
4	Savings Deposit (General)	14	46		46
5	Staff Savings Deposit	2	4		4
6	Student Savings Deposit	1	2		2
7	SURROKHA SONCHOYI HISAB (SSP) SAV AC	3	6		6
Total			174	1	175

Maker

Checker

GB INC. / Oparation Mang. / Manager

- You can see all data according to the type
- And also print it by clicking Print button