



CXBanking

OptiVLM Vault Balance 10.1

User Reference Guide

Build 5014
Version 10.1
April 2023

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Revision Record

Date	Page No.	Description of Change
March2023	All	Formatting Changes
April 2023	All	Replaced all 9.x screenshots with the latest 10.1 Navigation
April 2023	8 to 10	Added EPSS login & logout info to access VB into sections 1.1.3 1.1.4 and 1.1.5
April 2023	18 to 36	Rearranged Coffers & Qualities to create new section Logs per 10.1 navigation

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Conventions used in this help documentation

The conventions used in this help documentation are shown in the table below. Introductory information, e.g. what the doc is about, its audience, prerequisites

TABLE 1: CONVENTIONS

Convention	Use
Green Text	Indicates a link to the top of the current section. These links can be clicked to quickly navigate through this document. (In some cases, you may need to hold the CTRL key to click the link)
Blue Text	Indicates a link to a different topic or section. These links can be clicked to quickly navigate through this document. (In some cases, you may need to hold the CTRL key to click the link)
→	The “arrow” sign indicates a menu choice. For example, "Choose File → Open" means "click the File menu, and then click Open."
	Used to warn users of potential problems or to take caution when making changes to settings and parameters.
	Tips or information that may help use the functionality.

1 Introduction to Vault Balance


OptiVLM (Vault Logistics Management) is a multi-module solution. See below table “OPTIVLM MODULES”. OptiVLM integrates with OptiSuite (OptiCash, OptiNet, and OptiVault) data to provide multi-user access to real-time updated information regarding currency inventory and orders as they move between financial institutions, central banks or other cash sources, and armoured car networks.

TABLE 2: OPTIVLM MODULES

Module	Description
Invoice Validation	Compares invoices related to cash transportation activities with activity records from OptiSuite. Invoice Validation searches for discrepancies in services rendered, amounts transported, and applied billing rates.
Carrier Web	Provides an interface for carriers (armoured car vendors) to access and update order status. Carrier Web also provides branches access to information regarding authorized carrier personnel.
Vault Balance	Utilizing OptiSuite activity, Vault Balance provides real-time updates for your vaults’ balances and activity.

OptiVLM is hosted and managed by the financial institution, but the different modules may be accessed and operated by external users including the vaults and armoured car vendors.

This User Guide is concerned with the Vault Balance module. For user information relative to the Invoice Validation or the Carrier Web interfaces, please refer to the respective guides.

	Caution: OptiVLM is a live application. Changes that are made in the application are permanent and can affect the operation of the system. There are limited undo capabilities for the users; therefore, be sure to consult this manual before deleting or changing system parameters.
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1.1 Getting Started

Vault Balance is a web-based application that automatically updates itself in real-time based on OptiSuite activity. As currency moves among the various cashpoints (ATMs, Branches, Vaults), Vault Balance will reflect the real-time activity.

1.1.1 Screen Resolution

Because OptiVLM runs in a browser, the user may choose any valid desktop resolution, and OptiVLM will resize automatically. 1024x768 resolution and larger is recommended to minimize scrolling on some of the screens containing large amounts of information.


1.1.2 Navigation Tips

When using OptiVLM, avoid using the Back and Forward buttons  in the browser. All navigation should occur within the application via the menu or icons thereby insuring the successful processing of the OptiVLM system.

1.1.3 Accessing Vault Balance

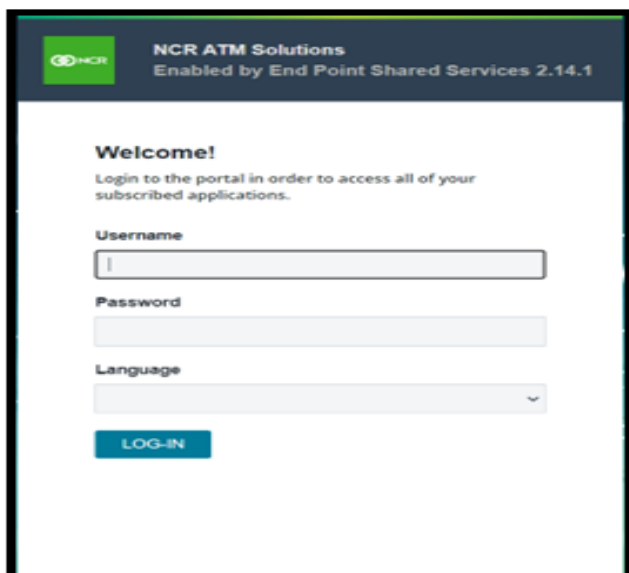
To start using the application, first type in the required EPSS Application OptiVLM URL into your browser and then proceed to access Vault Balance with provided user ID and password. Make sure to correctly enter the credentials as more than five (5) incorrect attempts will block your account. If you don't have user ID and password please contact your administrator.

Users can be added from *Shared Services > User Management* by admin.

	Suggestion: Save the EPSS Application URL in the Favorites folder for easier future access.
---	--

1.1.4 Opening Vault Balance

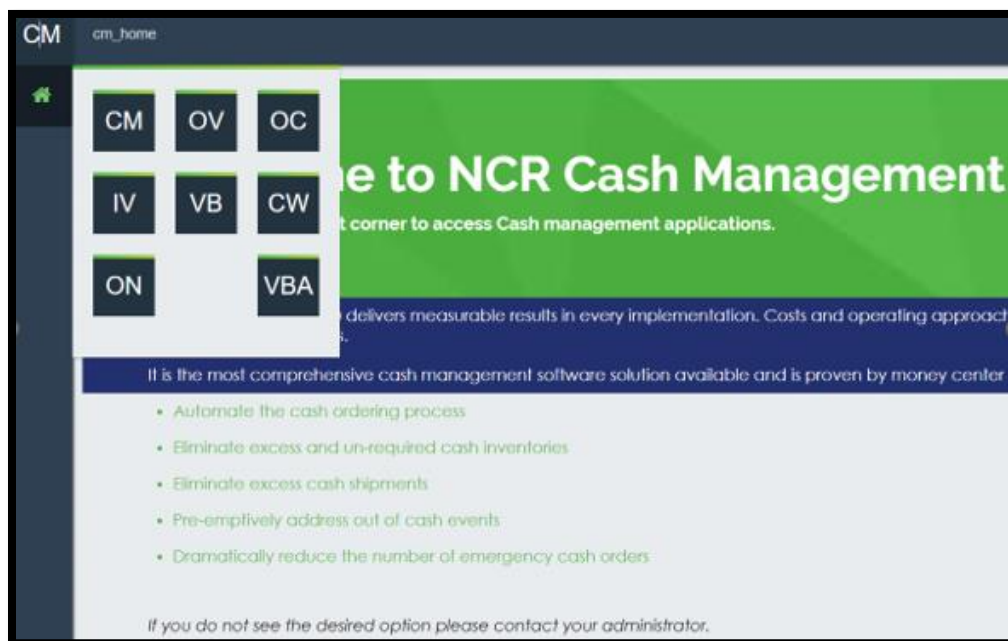
EPSS Application will launch within the browser. Security is supplied through external authentication via your systems network logon. If you are not already logged in via network authentication you will be prompted for a username and password. To log in, enter your Username and Password and click **Login**.



The login screen for NCR ATM Solutions. At the top, it says "NCR ATM Solutions" and "Enabled by End Point Shared Services 2.14.1". Below this is a "Welcome!" message and a prompt to login. There are three input fields: "Username", "Password", and "Language" (a dropdown menu). A blue "LOG-IN" button is at the bottom.

After a successful login, user will be directed to the Cash Management Dashboard screen, as shown below. To enter Vault Balance, click on the 'VB' button located in the App Launcher. App launcher is the icon at top left of the screen which allows users to switch between the application to which user has access to.

Note: If you don't see the desired application which you are trying to access reach out to your administrator so the access can be provisioned.



1.1.5 Logging out of EPSS

Users can log out by either closing the browser or using an external authentication method. Alternatively, users can click on the Logout button found in the User Menu Item Icon located among the menu options on the lower left-hand side of the screen.

1.2 Interface Overview

The following section will provide examples of the Vault Balance interface pages, functionality, purpose, and/or use of each page. This section is a reference when working with the application on a daily basis.

In order to keep this manual as succinct as possible, This section provides a detailed description of the user interface. Other chapters throughout the manual will then refer to the appropriate section of the user interface to avoid having duplicate screen images and text.

This chapter has been broken out into different sections to make it easier for readers to find the information they are seeking. The General topics are broken into the main Tabs or functions with all associated information under those sections.

Below is an overview of the information that will be discussed, along with hyperlinks to each topic.

- [Main Menu Tabs](#)
- [Common Vault Balance Icons and Buttons](#)
- [Date Selector](#)

1.2.1 Main Menu Tabs

The user can control Vault Balance operations through the main menu tabs as shown below. After selecting the menu items, additional options are displayed, until a final menu option is reached, allowing full access to all functions.

FIGURE 1: MAIN MENU TABS

[Return to: Interface Overview](#)

TABLE 3: MAIN MENU TABS














Tabs	Description
Dashboard	Shows all Vaults with current cash status/movement for each funding source (ATM, Branch, Commercial, Central Bank, Vaults, Other and Internal Funding Source). Each vault listing is hyperlinked to access details by denomination type and quality.
Settings	Accesses the parameters and settings associated with Vault Balance. Available to Admin users only.
Alerts	Links to listings for both Active and Historical alerts.
Coffers and Qualities	The Coffer functionality enables users to group cash based on the mapping of workflow and quality, for example, a two-way mapping of ATM Replace Cash/Fit quality, resulting in the creation of a coffer.
Logs	Log provides access to tracking system events
Logged in as:	Shows the User ID presently logged in.

[Return to: Interface Overview](#)

1.2.2 Common Vault Balance Icons and Buttons

Some common icons and buttons are used throughout the application with which the user should become familiar. Table 4: OptiVLM-Vault Balance Icons gives an overview of these icons and their functions.

TABLE 4: OPTIVLM-VAULT BALANCE ICONS

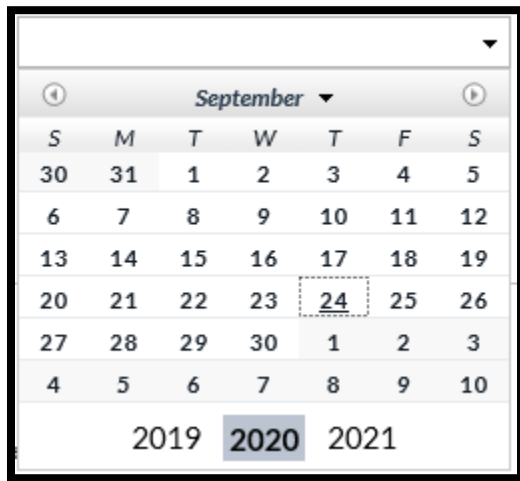
Icon	Description
	New Icon: Add a new record.
	View Icon: View a specific record.
	Update Icon: Update a specific record.
	Delete Icon: Delete the associated record.
	Return to: Returns the User to the previous screen
	Write to/Enter: This takes the user to the Balance Entry screen.
	Delete: Delete Record or item
	Export to CSV: Exports screen contents to a .csv report for external analysis
	Export to PDF: Exports screen contents to a .pdf report for external analysis
	Select the English language
	Select the Spanish Language
	Select the Thai Language
	Save: Allows changes made on the screen to be permanently saved to the appropriate file

[Return to: Interface Overview](#)

1.2.3 Date Selector


In several areas of the application, it may be necessary to select or change a date for reports, orders, etc. The Date Selector is located under *Settings -> Logs -> System Event Logs*. The **To** and **From Date** fields use the Date Selectors.

FIGURE 2: DATE SELECTOR



[Return to: Interface Overview](#)

TABLE 5: DATE SELECTOR DESCRIPTION

Field	Description
	Moves the Calendar 1 month forward or backward
Dates	Selects the date of the month to be searched for
Years	Specifies the year to be searched

2 Dashboard

The Dashboard provides a real-time summary of all cash flows to and from the different sources for each vault. From the Dashboard, the user can hyperlink to individual vaults to access detailed information. Users can also export to file (CSV) for detailed analysis or report generation.

FIGURE 3: DASHBOARD SCREEN

VB

Dashboard > Dashboard

▼ Welcome to VaultBalance

Tuesday, April 11, 2023 13:52:52

Export to PDF

Export Full

Export CashVault

COP

USD

ARS

Vault	Opening Balance	ATM		Branch		Commercial		Central Bank		Vault		Other		Internal		Closing Balance
		Cash In	Cash Out	Cash In	Cash Out	Cash In	Cash Out	Cash In	Cash Out	Cash In	Cash Out	Cash In	Cash Out			
A_FABIOLA01	2200000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2200000.00
ANEXAS_BOG	27190651000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27190651000.00
ANEXAS_BOG	271906610000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	271906610000.00
anvaltest1	2105000000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2105000000.00
anton_test	5003500000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5003500000.00
ATH_ARM_BR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BARRANQ_BRIN	-2667380000.00	0.00	0.00	-102720000.00	1315600000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10000000.00	10000000.00	-2901660000.00
BOG_ATLAS	4592481595.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4592481595.50
BOG_BRINKS	-50639036480.00	0.00	50000000.00	3400000.00	10000000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-50639036480.00
BOG_PROSE	49565590216.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49565590216.25
BOG_THOMAS	40200000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40200000.00
CALL_ATLAS	368700000.00	0.00	156500000.00	275320000.00	1946000000.00	0.00	0.00	0.00	0.00	100000000.00	0.00	0.00	0.00	100000000.00	100000000.00	-448480000.00
CALL_BRINKS	4332000000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4332000000.00
GOLDSVILLE	83000001.00	0.00	0.00	0.00	200000000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63000001.00

[Return to: Dashboard](#)

TABLE 6: DASHBOARD FIELD DESCRIPTIONS

Field	Description
Date	Reflects current Day, Month, Year, and Time for transaction status
Currency Tabs	An individual tab for each currency utilized in the different vaults will be displayed. Users can navigate by clicking on each tab.
Vault	The hyperlinked ID of all Vaults to which the user has access. Hyperlink takes the user to the Vault Details screen where the user can view detailed balance and transaction amounts.
Opening Balance	Vault total Opening Balance for the period. When a vault is closed, its verified closing balance becomes the opening balance of the next period.
Funding Source	Currency travelling In/Out of each vault from/to the different source types. <ul style="list-style-type: none"> ATM Branch Commercial Customers Central Bank

	<ul style="list-style-type: none"> • Vaults • Other • Internal Adjustments
Closing Balance	Vaults projected Closing Balance based upon Opening Balance plus or minus all ongoing currency movement
Export Full	Exports balance information for all vaults to a file.
Export OptiVault	Exports balance information to a file that matches OptiVault input format.
Export to PDF	Exports screen contents to a .pdf report for external analysis
Denomination (Vault Details only)	Shows the currency denomination (note or coin) that the detail relates to. Examples: \$100 notes, 10 Euro notes, 50 Peso coins, etc.
Quality (Vault Details only)	Shows the note quality the detail relates to. (Fit, Unknown, Normal, and Soiled for example)

[Return to: Dashboard](#)

2.1 Quick Adjust

OptiVLM Vault Balance operates by taking a beginning balance and updating that as system updates occur. Occasionally, this balance may become out of sync with real-world cash position and then the users will update the balance in OptiVLM Vault Balance. The Quick Adjustment page is used to accomplish this for coffer balances in **“Internal”** or **“Ignored”** coffer (those not part of the primary balance totals).

Note: This page may be enabled or disabled by your administrator.

FIGURE 4: QUICK ADJUST SCREEN

VB Dashboard > Dashboard

Dashboard > Vault A_FABIOA01 > Quick Adjust

Quick Adjust

QUICK ADJUSTMENT TO VAULT A_FABIOA01

COP

Denomination	Coffer	Current Balance	Current N/A Balance	Closing Balance	Closing N/A Balance
50000	Default (Soiled)	0.00		0.00	0.00
20000	Default (Soiled)	0.00		0.00	0.00
10000	Default (Soiled)	0.00		0.00	0.00
5000	Default (Soiled)	0.00		0.00	0.00
SUBTOTAL	Default (Soiled)	0.00		0.00	0.00
TOTAL		0		0	

SAVE

[Back to Dashboard](#)

TABLE 7: QUICK ADJUST FIELD DESCRIPTION

Field	Description
Denomination	Shows the currency denomination (note or coin) that the detail relates to. Examples: \$100 notes, 10 Euro notes, 50 Peso coins, etc.
Coffer	Coffer and quality for this record.
Current Balance	Current Balance by Denomination and Coffer
Current N/A Balance	Not Available Current Balance by Denomination and Coffer
Closing Balance	New Balance by Denomination and Coffer
Closing N/A Balance	New Not Available Balance by Denomination and Coffer

2.2 Balance Adjustment

OptiVLM Vault Balance operates by taking a beginning balance and updating that as system updates occur. Occasionally, this balance may become out of sync with real-world cash position and then the users will update the balance in OptiVLM Vault Balance. The Balance Adjustment page is used to update a single detail balance.

Note: This page may be enabled or disabled by your administrator.

FIGURE 5: BALANCE ADJUSTMENT SCREEN

Balance Adjustment

Back to vault anton_test

BALANCE ADJUSTMENT FOR VAULT ANTON_TEST

Denomination	Coffer	Current Balance	Current N/A Balance	New Balance	New N/A Balance
10000	Coffer2 (Fit1)	0	0	0.00	0.00
SUBTOTAL	Coffer2 (Fit1)	0	0		
10000	Default (Fit1)	0	0	0.00	0.00
SUBTOTAL	Default (Fit1)	0	0		
TOTAL		0	0		

Adjustment reason

SAVE

TABLE 8: BALANCE ADJUSTMENT FIELD DESCRIPTION

Field	Description
Denomination	Shows the currency denomination (note or coin) that the detail relates to. Examples: \$100 notes, 10 Euro notes, 50 Peso coins, etc.
Coffer	Coffer and quality for this record.
Current Balance	Current Balance by Denomination and Coffer
Current N/A Balance	Not Available Current Balance by Denomination and Coffer
New Balance	New adjusted balance value entered by the user
New N/A Balance	Not Available New adjusted balance value entered by the user

3 Coffer and Qualities

Coffer functionality allows users to create groupings of cash based on mapping of workflow and quality such as **ATM Replace Cash/Fit** quality would be two-way mapping thus creating a coffer. Coffers run parallel to the default Dashboard, but it reflects balances by the various coffers as opposed to the Funding Source breakdown reflected on the default Dashboard.

Users can create as many coffers as required, and they can designate a coffer as the default coffer. By mapping coffers to a combination of a workflow and a quality, it guarantees once a new order comes into Vault Balance the related Coffer Balance can be updated at the same time by following the workflow/quality mapping.

TABLE 9: COFFER DASHBOARD FIELD DESCRIPTIONS

Field	Description
Date	Reflects current Day, Month, Year, and Time for transaction status
Currency Tabs	An individual tab for each currency utilized in the different vaults will be displayed. Users can navigate by clicking on each tab.
Vault	The hyperlinked ID of all vaults to which the user has access. Hyperlink takes the user to the Vault Details screen where the user can view detailed balance and transaction amounts.
Total	Vault total Opening Balance for the period. When a vault is closed, its verified closing balance becomes the opening balance of the next period.
Coffer Tabs	Vault Balance comes with the “ Default ” coffer in which all amounts will flow unless mapped to new coffers setup by users. Displayed examples of other coffers are “ ATM ”, “ Commercial ”, and “ Vault Return ”

[Return To: Coffer and Qualities](#)

3.1 Vault Details

Vault Details provides the same detail as the Dashboard screen in terms of cash movement and funding sources. Vault Details also provides pertinent detail regarding cash movement and funding sources at the Denomination and Quality level. For field, descriptions See: TABLE 6: DASHBOARD FIELD DESCRIPTIONS

FIGURE 6: VAULT DETAILS SCREEN

VB

Dashboard > Dashboard

• Welcome to VaultBalance

Tuesday, April 11, 2023 13:52:52

Export to PDF

Export Full

Export OptiVault

CDP

USD


ARS

Vault	Opening Balance	Funding Source														Closing Balance
		ATM		Branch		Commercial		Central Bank		Vault		Other		Internal		
		Cash In	Cash Out	Cash In	Cash Out	Cash In	Cash Out	Cash In	Cash Out	Cash In	Cash Out	Cash In	Cash Out	Cash In	Cash Out	
➤ A_FABICLA01	2200000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2200000.00
➤ ANEXAS_BOG	27190651000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27190651000.00
➤ ANEXAS-BOG	27190651000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27190651000.00
➤ amavest1	2105800000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2105800000.00
➤ anton_test	5003500000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5003500000.00
➤ ATH_ARM_BR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
➤ BARRANQ_BRIN	-2667300000.00	0.00	0.00	-102720000.00	131560000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1000000.00	1000000.00	-2901660000.00
➤ BOG_ATLAS	4592481598.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4592481598.50
➤ BOG_BRINKS	-50639036480.00	0.00	5000000.00	3400000.00	1030000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-50639036480.00
➤ BOG_PROSE	49565590218.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49565590218.25
➤ BOG_THOMAS	4020000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4020000.00
➤ CALI_ATLAS	36870000.00	0.00	15650000.00	27532000.00	194500000.00	0.00	0.00	0.00	0.00	100000000.00	0.00	0.00	0.00	1000000.00	1000000.00	-44848000.00
➤ CALI_BRINKS	433200000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	433200000.00
➤ GOLDSVILLE	83000001.00	0.00	0.00	0.00	20000000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63000001.00

[Return To: Coffer and Qualities](#)

TABLE 10: VAULT DETAILS ICON MENU

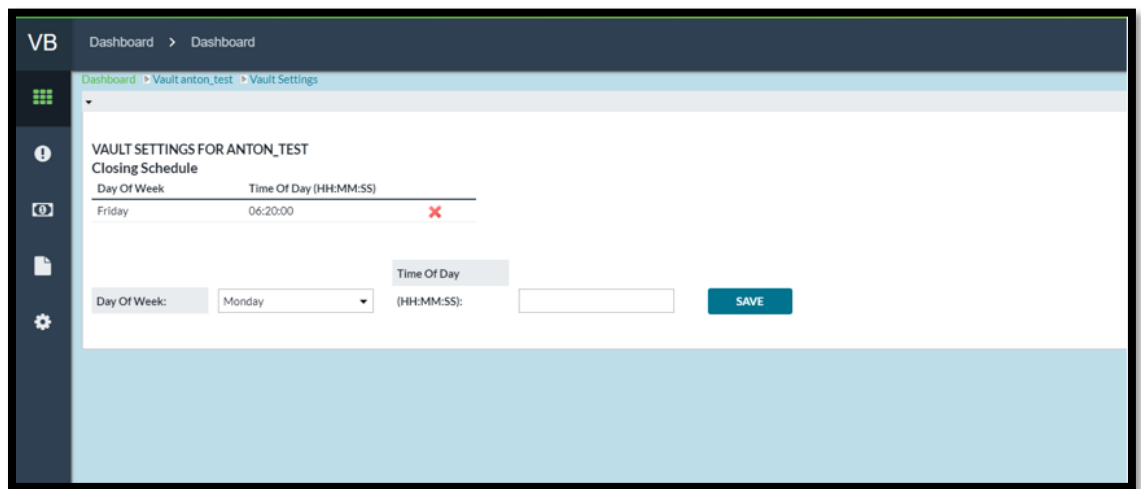
Icon	Name	Description
	RETURN TO DASHBOARD	Links user back to main Dashboard screen
	VAULT SETTINGS	Links user to Vault Settings screen. See: Vault Settings
	ALERT HISTORY	Links to Alert History screen. Alerts are filtered by the appropriate Vault ID. See Alert History.
	BALANCE HISTORY	Links to the filtered listing of Closing Balances sorted by date. See The Balance History section.
	PROCESS CASH	Links to Process Cash screen. See: The Process Cash screen
	FORCE-CLOSE	Links to screen for the user to enter Closing Balances by denomination and close the vault manually. See the Force-Close screen
	EXPORT TO PDF	This generates the contents of the Vault Details to generate the Vault Balance report in PDF format
	COFFER BALANCE	Links to the Coffer Balance page for the Vault.
	MASTER COFFER BALANCE	Opens the Master Coffer Balance report of the vault by Master Coffer and Currency/Denomination

Icon	Name	Description
	VAULT LOG	Links to a page that displays the history of actions taken on the Vault. (i.e. Force closes, balance adjustments, etc.)

3.2 Vault Settings

Vault Settings allows Users to schedule automated **Closing Times** for a vault by day of the week. On the selected day and time, OptiVLM will attempt to close the vault automatically. Unresolved alerts (common error states – for example balance less than zero) would prevent the vault close. Any activity transpiring after the saved time would count towards the following balance period.

FIGURE 7: VAULT SETTINGS SCREEN



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TABLE 11: VAULT SETTINGS FIELD DESCRIPTIONS

Field	Description
Day of Week	Preformatted dropdown where User can select Monday - Sunday
Time of Day (HH:MM:SS)	Input field for the user to enter Closing time for the selected Day of the Week. Format of time must be HH:MM:SS

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3.3 Process Cash By Quality or Coffer

Process Cash function allows users to manually change amounts from one denomination and quality to a different denomination and quality. Usually, this is due to internal vault actions which would not be reflected in the Order record.

For example, if a container comes into the vault with mixed denominations or varying qualities, subsequently, once the cash has been sorted, it can be entered here as the resulting amounts per quality and denomination. Cash can be processed from denomination/coffer combinations to others.

FIGURE 8: PROCESS CASH

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TABLE 12: PROCESS CASH FIELD DESCRIPTIONS

Field	Description
Denomination (From and To)	Users select from the pre-populated dropdown of all available denominations
Coffer (From and To)	Users select from the dropdown to designate both the TO and the FROM coffers utilized in the processing of cash.
Amount (From and To)	User inputs desired amount
Reset Values (From and To)	Removes all input values and selections and allows the user to begin again.
Reason	A text box where the user can enter the reason for processing the Cash. It is then stored in the Vault Log.

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3.4 Force-Close

Force-Close allows users to enter detailed balances for the vault to be closed. These balances will override the current balances. Balances and activity will be archived and a new period is opened with these as the new Opening Balance. Balances entered here are assumed to be fully verified and are not intended to be modified later in any way (instead adjustments would be made to the current balance if necessary). Force Close allows users to close the vault even when there are active Alerts.

FIGURE 9: FORCE CLOSE

FORCE CLOSE VAULT ANTON_TEST

Active Alerts
No alerts

Closing Balances

COP

Denomination	Coffer	Current Balance	Current N/A Balance	Closing Balance	Closing N/A Balance
10000	Coffer2 (Fit1)	0.00	0.00	0.00	0.00
1000	Coffer2 (Fit1)	0.00	0.00	0.00	0.00
100	Coffer2 (Fit1)	150000.00	0.00	150,000.00	0.00
1	Coffer2 (Fit1)	200000.00	0.00	200,000.00	0.00
1000M	Coffer2 (Fit1)	500000000.00	0.00	500,000,000.00	0.00
SUBTOTAL	Coffer2 (Fit1)	500350000.00	0.00		
10000	Default (Fit1)	0.00	0.00	0.00	0.00
1000	Default (Fit1)	10000.00	0.00	10,000.00	0.00
100	Default (Fit1)	0.00	0.00	0.00	0.00
1	Default (Fit1)	0.00	0.00	0.00	0.00
1000M	Default (Fit1)	-10000.00	0.00	-10,000.00	0.00
SUBTOTAL	Default (Fit1)	0.00	0.00		
TOTAL		500350000.00	0.00		

Force-close Reason

SAVE

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TABLE 13: FORCE-CLOSE FIELD DESCRIPTIONS

Field	Description
Closing Balance	Total Closing Balance by Denomination and Coffer
Closing N/A Balance	Not Available Balance by Denomination and Coffer
Force-close Reason	Open text field for the VB user to enter the reason (why the balances were manually entered thus forcing a closing on the vault).

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3.5 Cash Qualities

Settings → *Cash Qualities* navigates to a listing of all currently used cash qualities. Common qualities include **Fit**, **Normal**, **Unknown**, and **Soiled**. For usage inside Vault Balance, each quality may be assigned a custom name, but it must be equated to quality definitions in OptiCash and OptiVault for transactions from those applications to process correctly in OptiVLM – Vault Balance.

FIGURE 10: CASH QUALITIES SCREEN

Name	Export Value	OptiCash Quality Id	OptiVault Quality Id	Sort Order
Fit1	Fit	1	01	1
Normal	Normal	4	02	2
Soiled	Soiled	2	03	3
Unknown	Unknown	3	00	4
Test	Soiled	id1	id2	8
dweve	(Do not export)	wewe2w	33dd	12
HERP	Unknown	22	11	99

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TABLE 14: CASH QUALITIES FIELD DESCRIPTIONS

Field	Description
Name	User-assigned name for a quality to be used
Field	Description
Export Value	<p>Each user-defined quality must be associated with one of the standard four qualities used by OptiVault when exported:</p> <ul style="list-style-type: none"> • Fit • Normal • Unknown • Soiled <p>(Do Not Export) for internal vault/institution usage and will not be associated with any of the four standard qualities for exporting purposes.</p>
OptiCash Quality ID	OptiCash actions (primarily Orders) may refer to the quality of cash involved. This field specifies which quality in OptiCash is equivalent to this quality.
OptiVault Quality ID	OptiVault actions (primarily Orders) refer to the quality of cash involved. This field specifies which quality in OptiVault is equivalent to this quality.

Sort Order	The setting determines in what order the quality is listed inside of the Vault. The lowest number gives the highest priority and will be listed first.
-------------------	--

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3.5.1 Create New Qualities


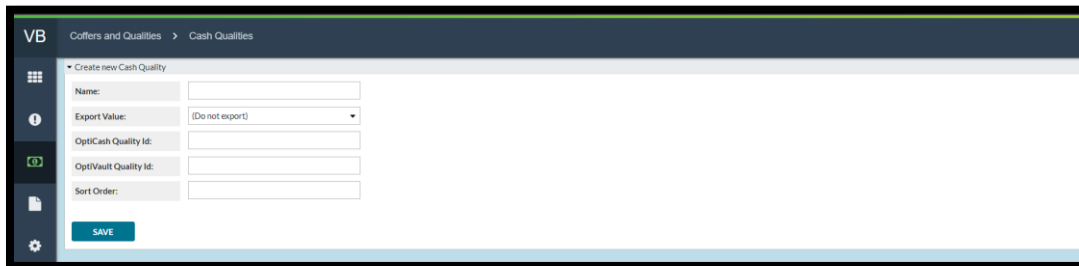
By clicking on the **New Cash Quality** icon  at the bottom of the *Settings* → *Cash Qualities* screen, the user will be navigated to the **Create New Cash Qualities** screen. For field, description see **Error! Reference source not found..**

FIGURE 11: CREATE NEW CASH QUALITIES SCREEN

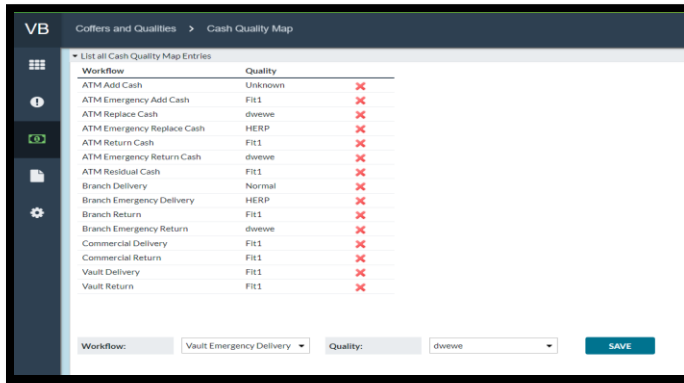


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3.6 Cash Quality Map

Settings → *Cash Quality Map* provides access for defining how **Cash Qualities** will be used in OptiVLM – Vault Balance. **Cash Quality Map** is available to override the quality designation of cash in orders that may specify differently or specify no quality at all. If an entry is made here for a particular workflow, then all movements of cash in that way will be recorded against the balance of the specified quality. If no entry is made, then Vault Balance will record the movements against qualities specified elsewhere (usually in the order itself). **For example**, if a Branch Return order specifies that it has qualities **“Fit”** and **“Soiled”**, but the vault manager wishes to initially treat all Branch Returns as **“Unknown”** quality, then a Cash Quality Map entry would be used to say that Branch Returns are Unknown quality within Vault Balance.

FIGURE 12: CASH QUALITIES MAP SCREEN



Workflow	Quality	
ATM Add Cash	Unknown	✗
ATM Emergency Add Cash	Fit1	✗
ATM Replace Cash	divewe	✗
ATM Emergency Replace Cash	HERP	✗
ATM Return Cash	Fit1	✗
ATM Emergency Return Cash	divewe	✗
ATM Residual Cash	Fit1	✗
Branch Delivery	Normal	✗
Branch Emergency Delivery	HERP	✗
Branch Return	Fit1	✗
Branch Emergency Return	divewe	✗
Commercial Delivery	Fit1	✗
Commercial Return	Fit1	✗
Vault Delivery	Fit1	✗
Vault Return	Fit1	✗

Workflow: Vault Emergency Delivery Quality: divewe SAVE

TABLE 15: CASH QUALITY MAP FIELD DESCRIPTIONS

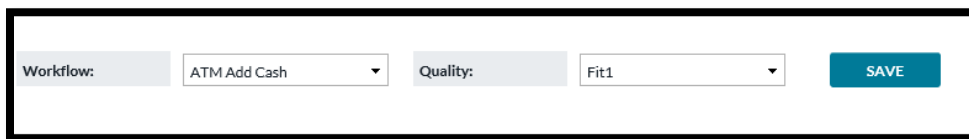
Field	Description
Workflow	A unique listing of each workflow that has been mapped to a particular Quality
Quality	A unique quality that has been mapped to a workflow. Different qualities can be mapped to multiple workflows. Workflows can only be mapped to a single Quality at any given time.
✗	Removes the existing Workflow-to-Quality mapping

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3.6.1 Create New Cash Quality

The bottom of the **Cash Quality** page provides the ability to map remaining and unmapped Workflows to Qualities. Users can select the **Workflow** from the appropriate dropdown, select the desired **Quality**, and click **SAVE**. The mapping will then be added to the Cash Quality Map listing.


FIGURE 13: CREATE A NEW CASH-QUALITY MAP



Workflow: ATM Add Cash Quality: Fit1 SAVE

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TABLE 16: CASH QUALITY MAP FIELD DESCRIPTIONS

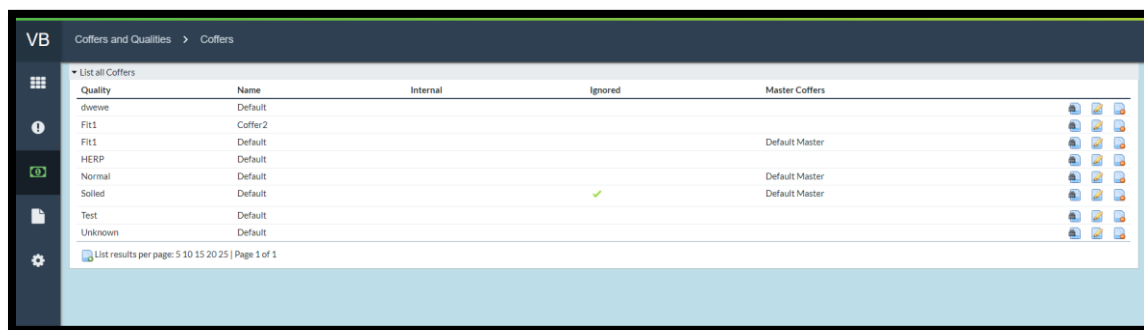
Field	Description
Workflow	A unique listing of each workflow that has been mapped to a particular Quality
Quality	A unique quality that has been mapped to a workflow. Different qualities can be mapped to multiple workflows. Workflows can only be mapped to a single Quality at any given time.
Coffer	Denotes the Coffer that the combination of Workflow and Quality has been mapped to
	Removes the existing Coffer

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3.7 Coffers

Settings → *Coffers* provides a listing of all existing coffers. Coffers are unique mapping of **Workflow** to **Cash Quality** to facilitate financial institution tracking of cash by designations.

FIGURE 14: LIST ALL COFFERS SCREEN



Quality	Name	Internal	Ignored	Master Coffers
diverve	Default			
Fit1	Coffer2			
Fit1	Default			Default Master
HERP	Default			Default Master
Normal	Default			Default Master
Soiled	Default		<input checked="" type="checkbox"/>	Default Master
Test	Default			
Unknown	Default			

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TABLE 17: LIST ALL COFFERS FIELD DEFINITIONS

Field	Description
Name	Name of each uniquely defined Coffer
Quality	The cash quality that is assigned to the Coffer.
Internal	Check the box to designate if the Coffer is only used Internally.

Ignored	Check the box to designate if the Coffer is ignored when calculating the total on the Coffer Balance Page. Please note this change affects the total row only in the coffer balance page and PDF, not to any other balance pages or PDF.
Master Coffer	The name of Master Coffer that this Coffer belongs to.

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3.7.1 Create New Coffer


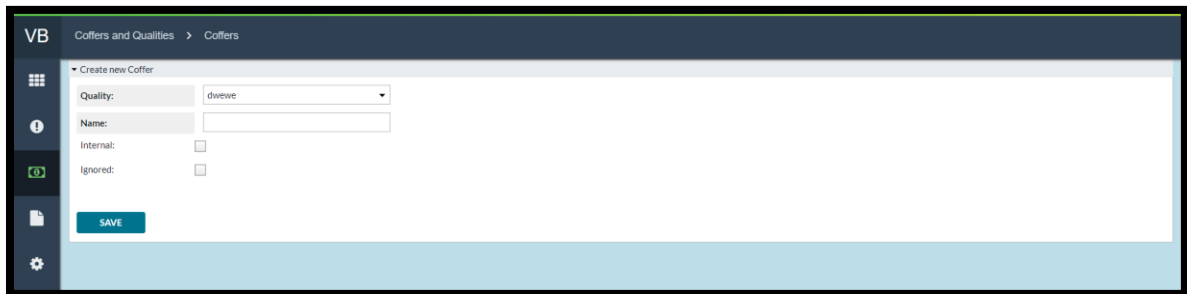
By clicking on the **New Coffer** icon  at the bottom of the *Settings* → *Coffers* screen, the user will be navigated to the **Create New Coffer** screen. For field description see Table 14 CASH QUALITIES FIELD DESCRIPTIONS

FIGURE 15: CREATE A NEW COFFER



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3.8 Balance Action Map

Settings → *Balance* Action Map defines how Vault Balance will treat and reconcile cash movements. Vault Balance handles each workflow separately, and it also provides the ability to break down each workflow into its sub-parts. The Balance Action Map defines how Vault Balance should modify balances at each point in the chain.

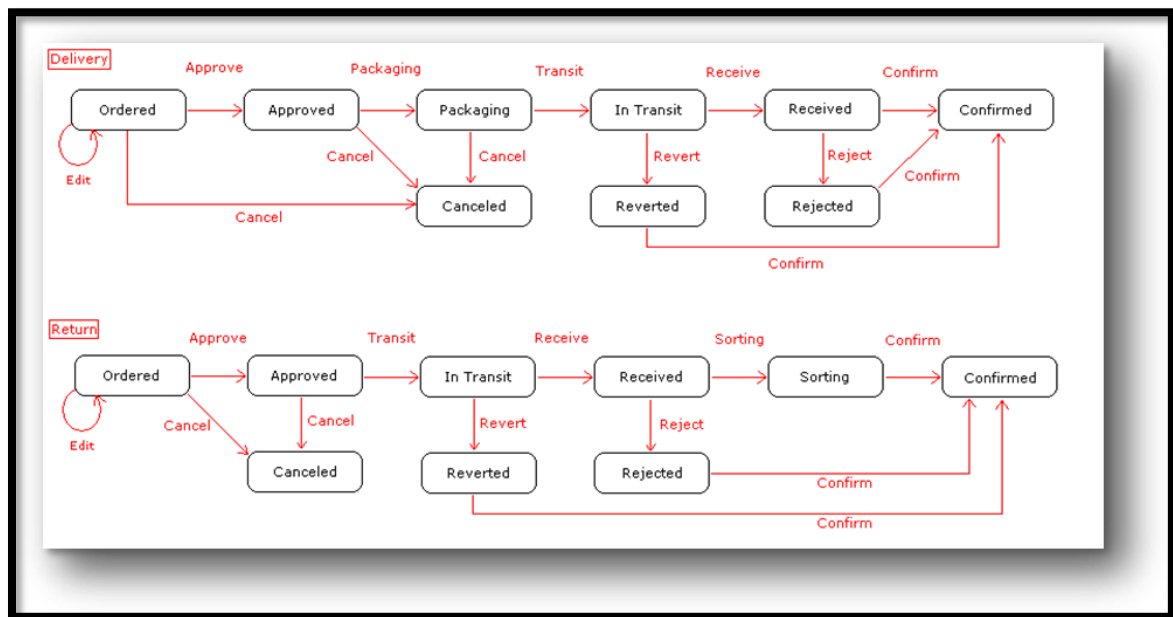
A workflow consists of States that an order can be in at a given time, and Tasks are actions that may be performed from a given State. In the example diagram below, black text in bubbles is **States**, while red text next to arrows represents **Tasks**. For instance, Orders can be '**Ordered**' by OptiSuite users but a supervisor has to '**Approve**' the order before it goes on to be transmitted to the carrier.

Workflows can be uniquely defined for order types: ATM Add, ATM Replace, ATM Emergency Add, ATM Emergency Replace, Branch Delivery, Branch Return, Branch Emergency Delivery, Branch Emergency Return, Commercial Client Delivery,

Commercial Client Return, Vault Delivery, Vault Return, Emergency Vault Delivery, Emergency Vault Return, ATM Return Cash and ATM Emergency Return.

Additionally, a Balance Action Map entry is necessary when ATM Residual information is input into OptiCash (this does not follow a workflow).

FIGURE 16: EXAMPLE OF AN ORDER WORKFLOW REQUIRING A BALANCE ACTION MAP



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The Balance Action Map in Vault Balance determines what action will be taken with the cash at each task occurrence. **For example**, when a vault holds an order and it goes to state **"In Transit"** the Admin user may determine that at that point the Balance Action should be to *subtract* the In Transit amount from the vault balance.

FIGURE 17: BALANCE ACTION MAP SCREEN

Workflow	From State	To State	Coffer	Balance Action	N/A Balance Action	
ATM Add Cash	Approved	Approved	Default (Fit1)	None	None	✗
ATM Add Cash	Does not exist	Ordered	Default (Fit1)	Subtract	None	✗
ATM Add Cash	In Transit	Canceled	Default (Fit1)	Add	None	✗
ATM Add Cash	In Transit	Confirmed	Default (Fit1)	None	None	✗
ATM Add Cash	In Transit	In Transit	Default (Fit1)	None	None	✗
ATM Add Cash	Ordered	In Transit	Default (Fit1)	Subtract	None	✗
ATM Add Cash	Ordered	Ordered	Default (Fit1)	None	None	✗
ATM Add Cash	Approved	Approved	Default (Normal)	None	None	✗
ATM Add Cash	Ordered	In Transit	Default (Normal)	Subtract	None	✗
ATM Add Cash	Approved	Approved	Default (Solled)	None	None	✗
ATM Add Cash	Approved	Approved	Coffer/2 (Fit1)	None	None	✗
ATM Add Cash	Does not exist	Ordered	Default (HERP)	Add	None	✗
ATM Add Cash	Approved	Approved	Default (shewe)	None	None	✗
ATM Add Cash	Ordered	Confirmed	Default (shewe)	Add	None	✗
ATM Emergency Add Cash	Does not exist	Ordered	Default (Fit1)	None	None	✗
ATM Emergency Add Cash	In Transit	Canceled	Default (Fit1)	Add	None	✗
ATM Emergency Add Cash	Ordered	In Transit	Default (Fit1)	Subtract	None	✗
ATM Replace Cash	Approved	Canceled	Default (Fit1)	None	None	✗
ATM Replace Cash	Does not exist	Ordered	Default (Fit1)	Subtract	None	✗
ATM Replace Cash	In Transit	Confirmed	Default (Fit1)	None	None	✗
ATM Replace Cash	Ordered	Approved	Default (Fit1)	None	None	✗
ATM Replace Cash	Ordered	In Transit	Default (Fit1)	Subtract	None	✗
ATM Replace Cash	Approved	In Transit	Coffer/2 (Fit1)	None	None	✗
ATM Replace Cash	Approved	Approved	Default (shewe)	Subtract	Subtract	✗
ATM Replace Cash	Approved	In Transit	Default (shewe)	Subtract	Subtract	✗
ATM Return Cash	Approved	In Transit	Default (Fit1)	None	None	✗

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TABLE 18: BALANCE ACTION MAP FIELD DESCRIPTIONS

Field	Description
Filter by Workflow	Allows Users to filter the listing of Balance Action Map entries according to workflow.
Workflow	Displays the workflow to which the Balance Action will apply.
From State	Shows the beginning state for the action being defined. Valid States will vary by institution.
To State	Shows the final state for the action being defined. Valid States will vary by institution.
Export Full	This option exports all of the Balance Action Maps into a CSV file. This allows the user to edit the file to add/remove Balance Action maps and then reload it into Vault Balance, making it easier to do multiple changes at once.
Coffer	If a Coffer has been defined for a particular Workflow/Quality combination, it will be denoted in this column.
Balance Action	Determines what should be done with the Vault Balance amount. Add, Subtract, or None. Some state changes may increase (Add) or decrease (Subtract) the balance whereas others would trigger no change (None).
N/A Balance Action	Determines what should be done with the Vault Balance amount. Add, Subtract, or None. Some state changes may increase (Add) or decrease (Subtract) the balance whereas others would trigger no change (None).

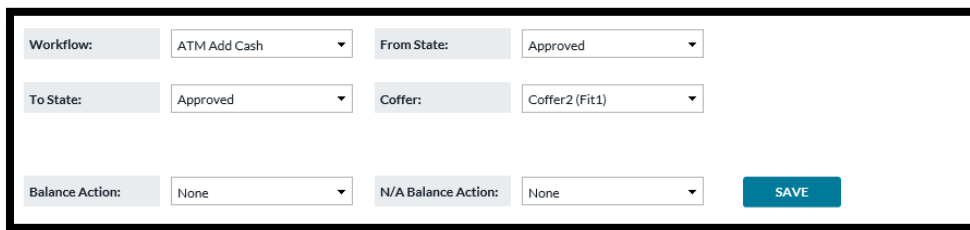
Import Balance Action Map	<p>Allows the user to upload the desired Balance Action Maps to Vault Balance in CSV format.</p> <p>Note: The contents of the file will overwrite what is currently there, rather than simply adding the contents of the file.</p>
----------------------------------	---

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3.8.1 Create A New Balance Action Map Entry

New Balance Action Map entries may be established by filling in the fields in the blue section at the bottom of the **Balance Action Map** screen and clicking **SAVE**.

FIGURE 18: CREATE NEW BALANCE ACTION MAPS



The screenshot shows a form for creating a new balance action map. It includes the following fields and options:

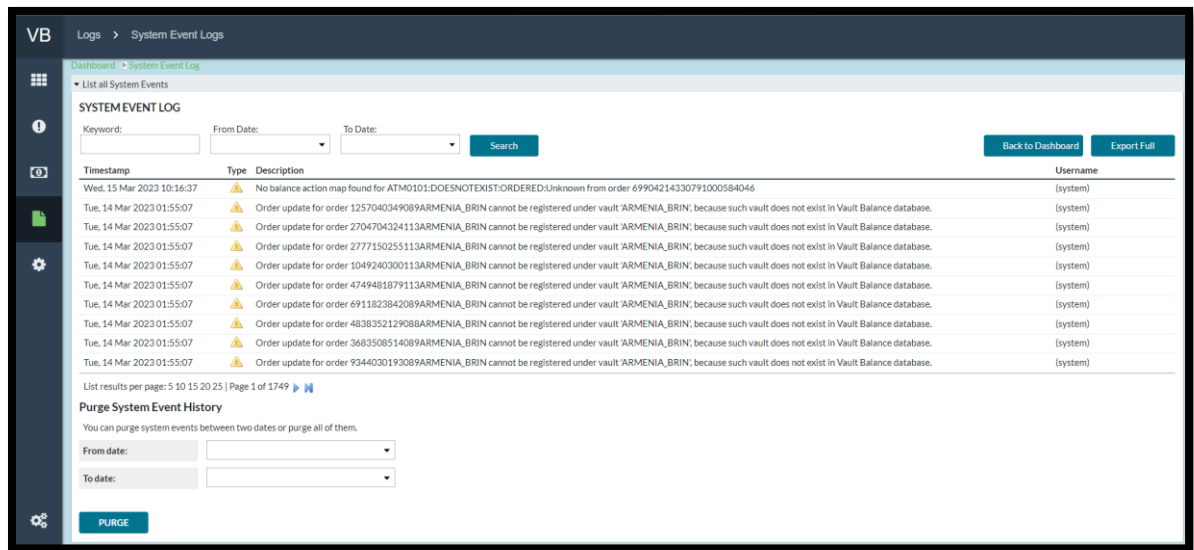
- Workflow:** ATM Add Cash
- From State:** Approved
- To State:** Approved
- Coffer:** Coffer2 (Fit1)
- Balance Action:** None
- N/A Balance Action:** None
- SAVE** button

4 Logs

4.1 System Event Log




Settings → *System Event Log* provides access to tracking system events. Often these are generated as a result of the real-time interaction of Vault Balance with OptiSuite. User modifications to balances are also recorded here.

FIGURE 19: SYSTEM EVENT LOG SCREEN



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TABLE 19: SYSTEM EVENT LOG FIELD DESCRIPTIONS

Field	Description
Timestamp	Shows system generated Timestamp for when each item occurred and generated a log entry.
Type	<p>Icons show the nature of the log entry. Three icons may occur:</p> <div>  Denotes the entry is merely informational </div> <div>  Denotes an occurrence that may require user investigation/action </div> <div>  Denotes a warning associated with an error such as there is not a proper Balance Action Map associated with the occurrence that generated the Log. User interaction will be necessary </div>

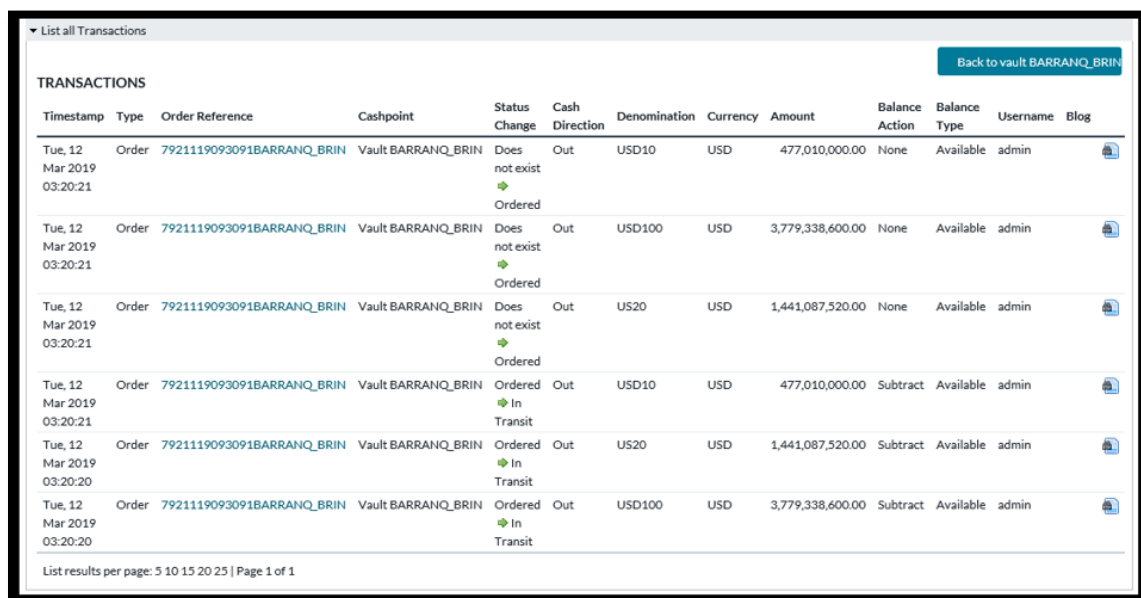
Description	Lists the actual log definition line describing the occurrence and the associated cashpoints
Username	Will show the Vault Balance user that has interacted with or resolved the occurrence.
Keyword	Allows the user to search the Event Log and return only those results that contain the keyword. Useful for searching events tied to a specific Order Reference number.
From and To Dates	Allows the user to search the Event Log entries by Date.
Purge System Event History	Allows the user to purge the Logs in the specified Date range or delete all Logs by leaving the fields blank.

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4.1.1 Transactions List

Totals and Sub-totals on the **Vault Details** screen are hyperlinked. The hyperlinks navigate the user to the **Transactions List** page which details all the individual transactions that combine to make the Total or Sub-total. Users may see the same order occur multiple times on the transaction list as they progress through the workflow.

FIGURE 20: VAULT DETAILS TRANSACTION LIST



List all Transactions												
TRANSACTIONS												
Timestamp	Type	Order Reference	Cashpoint	Status Change	Cash Direction	Denomination	Currency	Amount	Balance Action	Balance Type	Username	Blog
Tue, 12 Mar 2019 03:20:21	Order	7921119093091BARRANQ_BRIN	Vault BARRANQ_BRIN	Does not exist Ordered	Out	USD10	USD	477,010,000.00	None	Available	admin	
Tue, 12 Mar 2019 03:20:21	Order	7921119093091BARRANQ_BRIN	Vault BARRANQ_BRIN	Does not exist Ordered	Out	USD100	USD	3,779,338,600.00	None	Available	admin	
Tue, 12 Mar 2019 03:20:21	Order	7921119093091BARRANQ_BRIN	Vault BARRANQ_BRIN	Does not exist Ordered	Out	US20	USD	1,441,087,520.00	None	Available	admin	
Tue, 12 Mar 2019 03:20:21	Order	7921119093091BARRANQ_BRIN	Vault BARRANQ_BRIN	Ordered In Transit	Out	USD10	USD	477,010,000.00	Subtract	Available	admin	
Tue, 12 Mar 2019 03:20:20	Order	7921119093091BARRANQ_BRIN	Vault BARRANQ_BRIN	Ordered In Transit	Out	US20	USD	1,441,087,520.00	Subtract	Available	admin	
Tue, 12 Mar 2019 03:20:20	Order	7921119093091BARRANQ_BRIN	Vault BARRANQ_BRIN	Ordered In Transit	Out	USD100	USD	3,779,338,600.00	Subtract	Available	admin	

List results per page: 5 10 15 20 25 | Page 1 of 1

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TABLE 20: VAULT TRANSACTION LIST FIELD DEFINITIONS


Field	Description
Timestamp	Date and time the Transaction was entered into the system
Type	Order, Adjustment, etc.
Order Reference	Unique order reference number. This field is hyperlinked to navigate to the “ Show Opti Order ” screen
Cashpoint	The Cashpoint ID of the order source/destination
Status Change	Shows both the prior and current workflow status of each order
Cash Direction	Cash flow direction relative to the Vault.
Denomination	Denomination of this record
Currency	Currency of this record
Amount	Transaction amount
Balance Action	The effect, if any, this transaction had on the vault balance: Add, Subtract, or None.
Username	Username of the user who initiated the transaction
Blog	Field showing OptiSuite Blog details associated with the transaction
	Navigates to the Show Transaction field which lists unique details for the transaction (See FIGURE 21: SHOW TRANSACTION SCREEN)
Balance Type	Indicates whether this transaction affects the Available or Unavailable balance.
Order (Show Transaction screen only)	Same as the Order Reference number defined above
Cashpoint Type (Show Transaction screen only)	Cashpoint type of the source/destination of the order (ATM, Branch, Vault, Internal or Commercial)
Quality (Show Transaction screen only)	Cash quality designated for the Transaction.

FIGURE 21: SHOW TRANSACTION SCREEN

Show Transaction

Back to Transactions

Vault:

BARRANQ_BRIN

Balance Type:

Available

Timestamp:

Tue, 12 Mar 2019 03:20:21

Type:

Order

Order:

7921119093091BARRANQ_BRIN

Cashpoint Type:

Vault

Cashpoint Id:

BARRANQ_BRIN

Cash Direction:

Out

Denomination:

USD10

Coffer:

Default (Fit1)

Amount:

477,010,000.00

Balance Action:

None

Username:

admin

Blog:

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4.1.2 Show Opti Order Screen

The hyperlinked Order Reference number on the **Transaction List** screen and the hyperlinked **Order field** on the **Show Transaction** screen both navigate to the **Show Opti Order** screen. This screen shows detailed information about each unique order.

FIGURE 22: SHOW OPTI ORDER SCREEN

Show Opti Order

Schedule Type:

Normal

Action Type:

Return

Username:

admin

Info Source:

OptiVault

From Type:

Vault

From Id:

a

To Type:

Vault

To Id:

BARRANQ_BRIN

Order Reference:

7921119093091BARRANQ_BRIN

Order Date:

Fri, 01 Apr 2011

Order Time:

Due Date:

Fri, 01 Apr 2011

State Expire Timestamp:

Order Source:

Overridden Order

Denominations

ID	Amount	Quality	Currency
50000	3,807,200,000.00	Normal	COP
20000	1,380,780,000.00	Normal	COP
5000	218,920,000.00	Normal	COP
1000	120,057,000.00	Normal	COP
2000	121,538,000.00	Normal	COP
10000	168,730,000.00	Normal	COP
USD100	3,779,338,600.00	Normal	USD
USD10	477,010,000.00	Normal	USD
USD20	1,441,087,520.00	Normal	USD

Order Log Entries

Timestamp	Username	Task ID	From State	To State	Blog
Fri, 01 Apr 2011 09:57:44	admin	Edit	In Transit	In Transit	

TABLE 21: VAULT TRANSACTION LIST FIELD DEFINITIONS

Field	Description
Schedule Type	Type of order: Normal/Planned or Emergency/Unplanned
Action Type	Type of order: Delivery, Return, Add Cash to ATM, etc.
Username	Username of the person who entered the order
Info Source	OptiCash or OptiVault
From Type	Type of cashpoint the cash will originate in; Vault, Branch, ATM, or Commercial
From ID	Unique cashpoint ID of the “ From ” location
To Type	Type of cashpoint the cash will go to; Vault, Branch, ATM, or Commercial
To ID	Unique cashpoint ID of the “ To ” location
Order Reference	Unique OptiSuite reference number for the order
Order Date	Date stamp of order origination
Order Time	Timestamp of order origination
Due Date	Date stamp of order due date
State Expire Timestamp	Time/Date current Workflow state will Expire
Order Source	Manual, Auto-Commit Recommendation, etc.
Denomination ID	Denomination ID of each denomination in the order
Amount	Total amount by currency, denomination, and quality
Quality	Note quality of each denomination/currency
Currency	Currency ISO code for each denomination in the order
Order Log Entries Timestamp	Timestamp of each workflow action performed to the order that occurs in the Log
Username	Username of the person who performed each unique action
Task ID	Each workflow task that has occurred in reference to the unique order
From State	Each workflow task moves an order from one Workflow State to another. “ From state ” is the original state in each task

To State	Each workflow task moves an order from one Workflow State to another. “ To state ” is the state resulting from each task action
Blog	Blog messages associated with each task occurrence.

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4.1.3 Balance History

The Balance History screen provides a historical view of balances for previous periods. Clicking on one of the hyperlinked dates loads a [Vault Details](#) screen with the balance details for the selected period.

FIGURE 23: BALANCE HISTORY SCREEN

ARCHIVED BALANCES			
Opening Date	Closing Date	Currency	Closing Balance
Fri, 21 Apr 2023 10:19:37	Fri, 21 Apr 2023 06:20:16	COP	500350000.00
Fri, 21 Apr 2023 10:18:39	Fri, 21 Apr 2023 10:19:37	COP	500350000.00
Fri, 21 Apr 2023 10:18:04	Fri, 21 Apr 2023 10:18:38	COP	500350000.00
Fri, 21 Apr 2023 10:17:05	Fri, 21 Apr 2023 10:18:04	COP	500350000.00
Fri, 21 Apr 2023 10:16:31	Fri, 21 Apr 2023 10:17:05	COP	500350000.00
Fri, 21 Apr 2023 10:15:57	Fri, 21 Apr 2023 10:16:31	COP	500350000.00
Fri, 21 Apr 2023 10:14:00	Fri, 21 Apr 2023 10:15:57	COP	500350000.00
Fri, 21 Apr 2023 10:12:26	Fri, 21 Apr 2023 10:14:00	COP	500350000.00
Fri, 21 Apr 2023 10:11:49	Fri, 21 Apr 2023 10:12:26	COP	500350000.00
Fri, 21 Apr 2023 10:09:52	Fri, 21 Apr 2023 10:11:49	COP	500350000.00

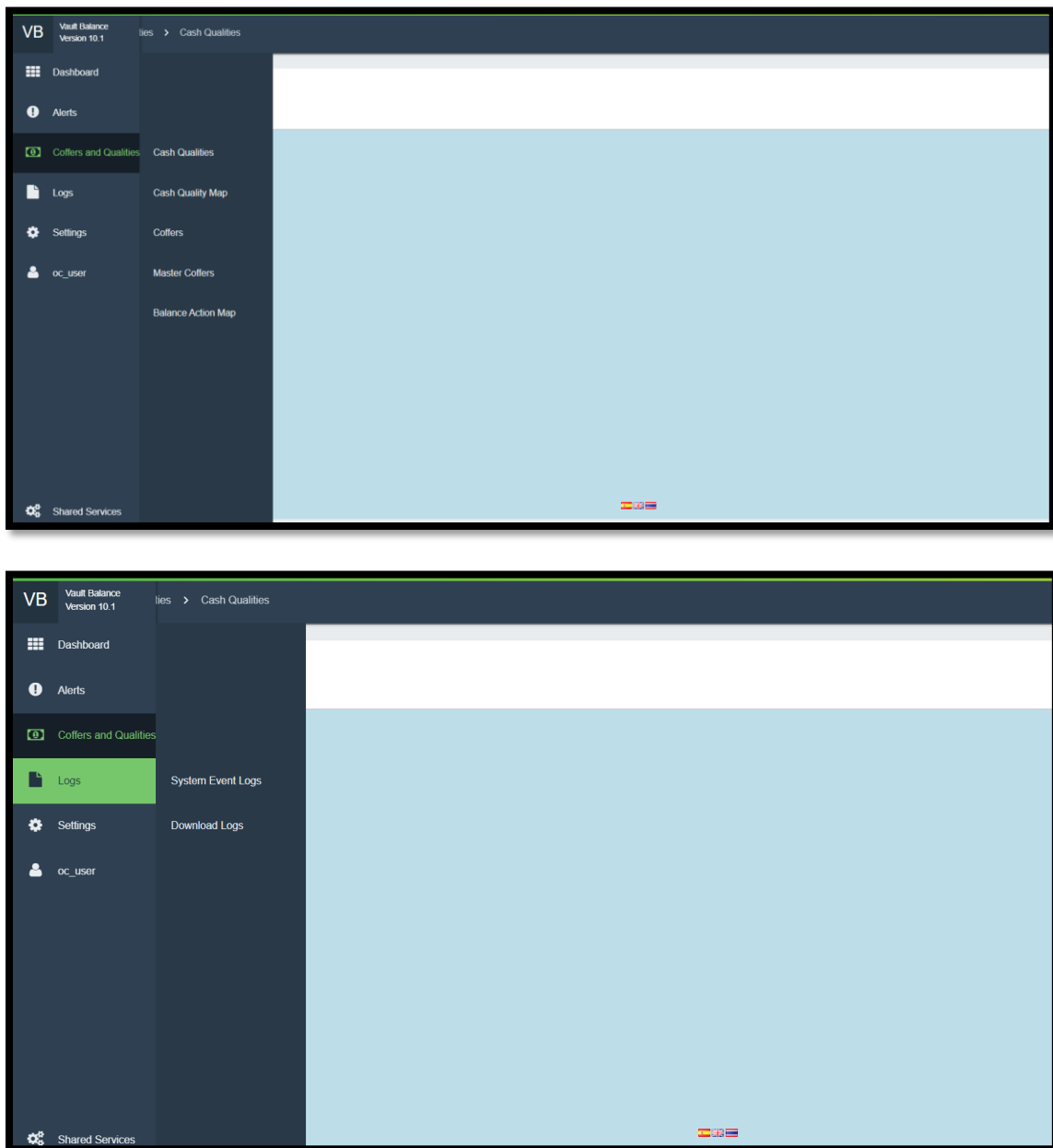
[Return To: Logs](#)

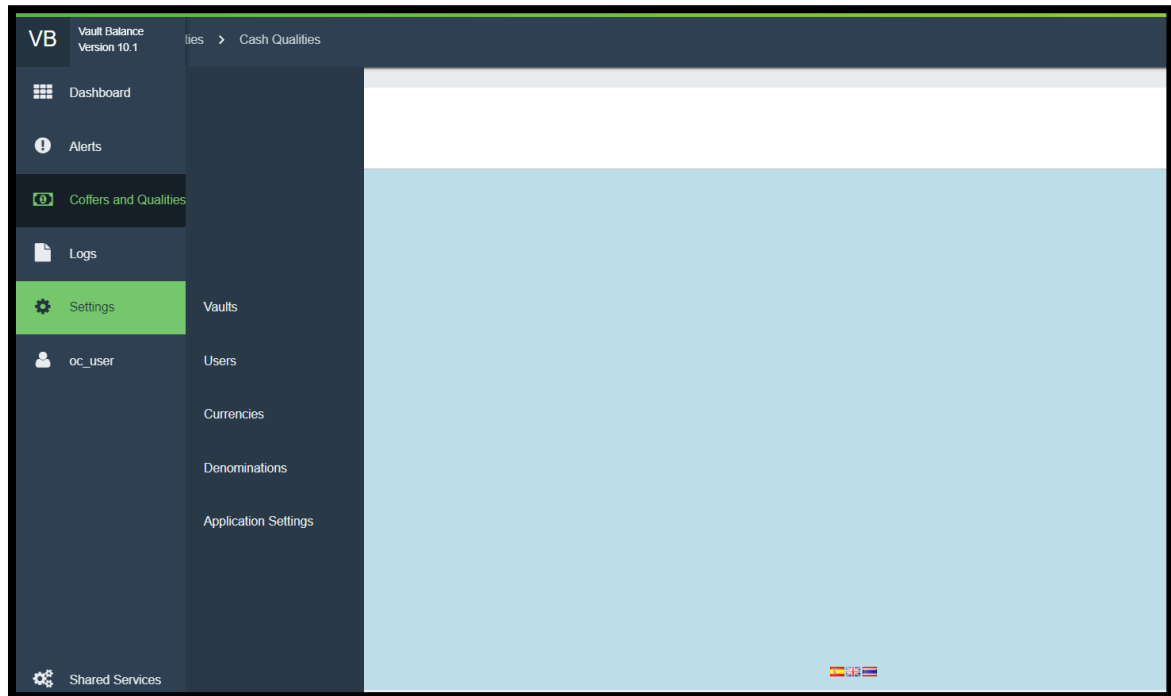
5 Settings

The settings menu is a gateway for controlling the parameters and settings that modify the various functions of OptiVLM – Vault Balance.

Note: Settings items are only available to the Admin user.

FIGURE 24: SETTINGS MENU





[Return To: Settings](#)

5.1 Vaults

Settings → *Vaults* navigates to a listing of all currently established vaults. Balances will be tracked for these vaults.

FIGURE 25: VAULTS SCREEN

List all Vaults						
Name	Central Bank	Currencies	Denominations	Coiffers	Close Timestamp	
A_FABIOLA01	✓	COP	50000, 20000, 10000, 5000	Default (Fit1), Default (Normal), Default (Soiled)	Wed Apr 12 01:44:10 UTC 2023	
ANEXAS_BOG	✓	COP, USD, ARS	500000000, 800000, 50000, 30000, 25000, 20000, 10000, 5000, 2000, 1000, 500, 200, 12, COP100, 100, COP50, 50, COP20, 20, COP10, 10, 5, COP1, 1, COP_025, 025, COP01, 2500, 2, 1000M, USD100, US100, USD50, USD25, USD20, USD10, US10, USD5, USDC10, USDC05, USD20, USDC25, USDC01, ARS100, ARS50, ARS20, ARS10, BAR500010000, ARS1000	Coffer2 (Fit1), Default (diveel), Default (Fit1), Default (HERP), Default (Normal), Default (Soiled), Default (Unknown)	Wed Apr 12 01:44:08 UTC 2023	
annatest1	✓	COP, USD, ARS	50000, 20000, 10000, 500, 100, USD100, US100, USD1, ARS50, ARS1000	Coffer2 (Fit1), Default (diveel), Default (Fit1), Default (HERP), Default (Normal), Default (Soiled), Default (Unknown)	Mon Sep 05 12:59:45 UTC 2022	
anton_test		COP	10000, 1000, 100, 1, 1000M	Coffer2 (Fit1), Default (Fit1)	Wed Apr 12 01:44:04 UTC 2023	
ATH_ARM_BR		COP, USD, ARS	50000, 30000, 25000, 20000, 10000, 5000, 2000, 1000, COP100, 100, COP50, COP20, COP10, USD100, US100, USD50, USD 25, USD25, USD20, USD10, US10, USD5, USD1, USDC10, USDC05, USD20, USDC25, USDC01, ARS100, ARS50, ARS20, ARS10, BAR500010000, ARS1000	Default (Fit1)		
BARRANQ_BRIN	✓	COP, USD, ARS	50000, 20000, 10000, 5000, 2000, 1000, 500, 200, 100, 5, 2500, 2, 1000M, USD100, US100, USD50, USD20, USD10, US10, USD5, USD1, USDC10, USDC05, USDC25, USDC01, ARS100, ARS50, ARS20, ARS10, BAR500010000, ARS1000	Coffer2 (Fit1), Default (Fit1), Default (Normal), Default (Soiled), Default (Unknown)	Fri Mar 18 04:42:26 UTC 2022	
BOG_ATLAS		COP, USD, ARS	50000, 20000, 10000, 5000, 2000, 100, 50, USD100, USD20, USD10, USDC10, USDC05, USDC25, USDC01, BAR500010000	Coffer2 (Fit1), Default (Fit1), Default (Normal), Default (Soiled), Default (Unknown)	Wed Apr 12 01:44:27 UTC 2023	
BOG_BRINKS		COP, USD, ARS	50000, 20000, 10000, 5000, 2000, 1000, 200, COP100, 100, COP50, 50, COP20, 20, COP10, 5, COP_025, COP01, 2500, 1000M, USD100, USD50, USD20, USD10, USD5, USD1, USD20, USDC25, USDC01, ARS100, ARS50, ARS20, ARS10, BAR500010000	Coffer2 (Fit1), Default (Fit1), Default (HERP), Default (Normal), Default (Soiled), Default (Unknown)	Sun Sep 25 18:46:35 UTC 2022	
BOG_PROSE		COP	50000, 20000, 10000, 5000, 2000, 1000, 500, 100, COP_025	Coffer2 (Fit1), Default (Fit1), Default (HERP), Default (Normal), Default (Soiled), Default (Unknown)	Wed Apr 12 01:44:05 UTC 2023	
BOG_THOMAS	✓	COP, USD	50000, 20000, 10000, 5000, 2000, 2500, USD100, USD50, USD20, USD20	Coffer2 (Fit1), Default (diveel), Default (Fit1), Default (Normal), Default (Soiled), Default (Unknown)	Mon Sep 05 12:35:29 UTC 2022	

TABLE 22: VAULT SCREEN

Field	Description
Central Bank	Yes or No: This vault represents a Central Bank location. If yes, transactions to/from this vault will be marked in the Central Bank activity category, instead of with other vault transactions.
Currencies	Displays the Currencies that are assigned to the Vault
Denominations	Displays the Denominations that are assigned to the Vault
Coffers	Displays the Coffers that are available to the Vault
Close Timestamp	The timestamp of the last time the Vault was closed

[Return To: Settings](#)

5.1.1 Create New Vaults


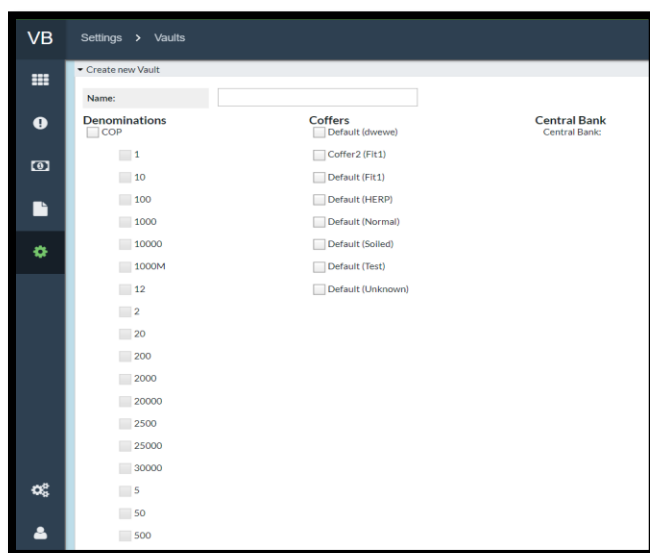
By clicking on the **New Vault** icon  at the bottom of the *Settings->Vaults* page, new vaults can be created. Only the name is required. OptiVLM - Vault Balance interacts with OptiSuite and necessary vault definitions are defined in OptiVault. To apply actions in OptiSuite to this vault, the name entered here must match the IDs of the vault as it is entered both in OptiVault and OptiCash (depot). In addition to entering a Name, the user is also able to assign Currencies, Denominations and Coffers to the Vault using checkboxes.

FIGURE 26: CREATE NEW VAULT SCREEN



5.2 Master Coffers


Master Coffer is a way of grouping order amounts from multiple qualities/coffers into a single container. By clicking on the **New Coffer** icon  at the bottom of the *Settings* → *Master Coffer* screen, the user will be navigated to the **Create New Master Coffer** screen.

FIGURE 27: MASTER COFFERS

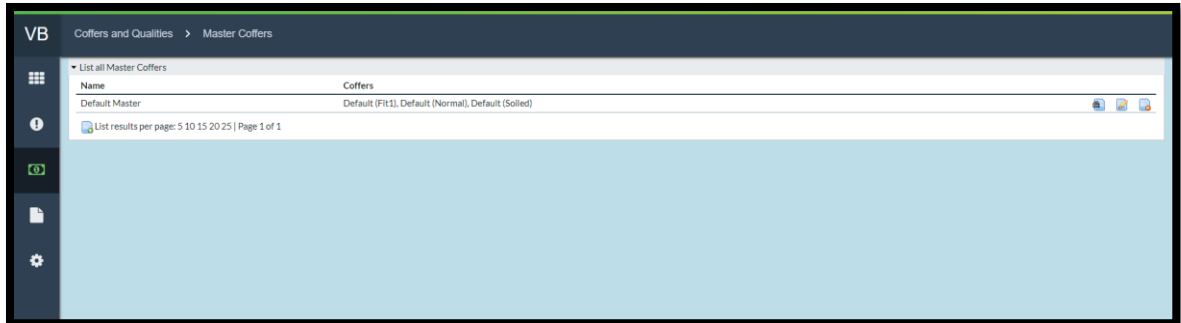
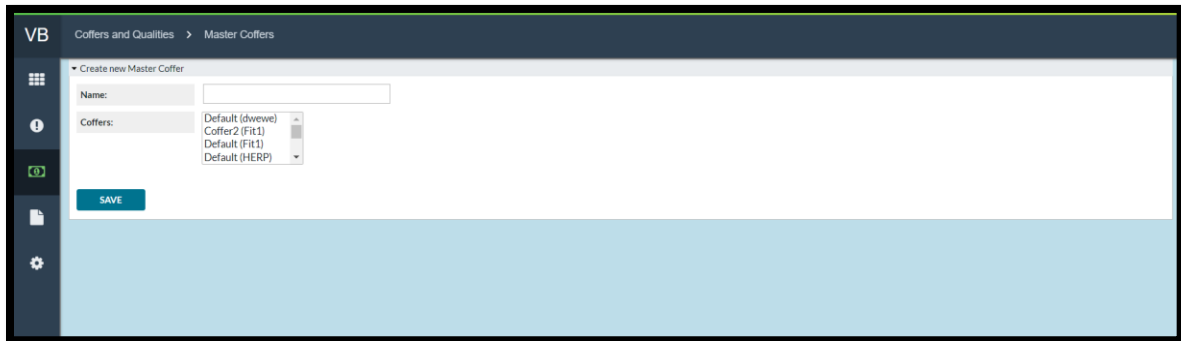


FIGURE 28: MASTER COFFER CREATION



[Return To: Settings](#)

5.2.1 Users

Settings → *Users* navigate to a listing of all currently established Users.

FIGURE 29: USER SCREEN

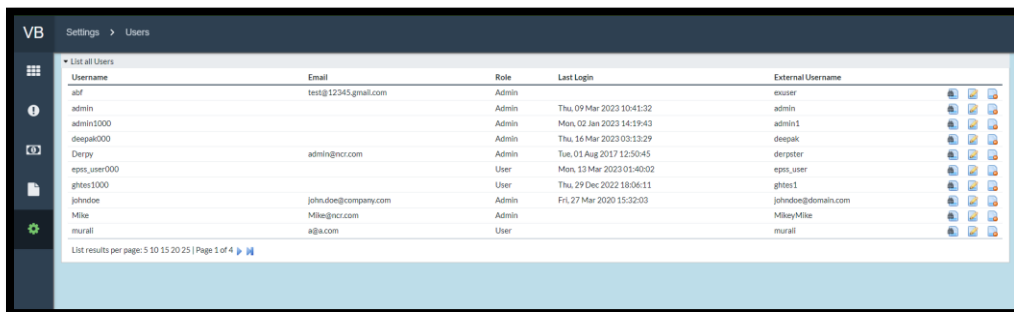


TABLE 23: USERS FIELD DESCRIPTIONS

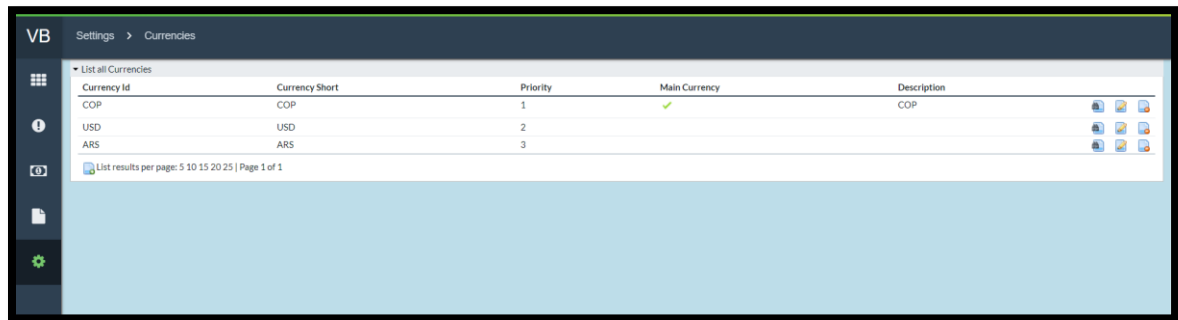
Field	Description
Username	Unique Username assigned per user
Email	Email account associated with each username
Role	Shows the assigned roles for the username. <ul style="list-style-type: none"> • Admin • User Note: Choosing the ' Admin ' role will grant access to Settings functions and all vaults. Choosing the ' User ' role will limit access to selected vault(s) and prevent Settings manipulation.
Last Login	Shows the last date/time the user logged into Vault Balance
External Username	When using External Authentication for login purposes, the external username associated with the account will be displayed.
Vault Access Add A Vault (new user creation only)	When creating users, Administrators will grant access to specific vault(s) using the dropdown in the New User Creation Vault Access screen.
Allow Internal Adjustments	Yes/No radio button to allow the created user to do Internal Adjustments.
Allow Quick Adjustments	Yes/No radio button to allow the user to do Quick Adjustments.

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5.3 Currencies


Settings → *Currencies* provides access for listing the Currencies that are handled in OptiSuite and will be tracked and balanced in Vault Balance. Users may also prioritize the currencies in terms of processing and may denote a “**Main Currency**”.

FIGURE 30: CURRENCIES SCREEN



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TABLE 24: CURRENCIES FIELD DESCRIPTIONS

Field	Description
Currency ID	The 3-character ID associated with each currency and as defined in OptiSuite
Currency Short	Short name for each currency
Description	Description of the currency
Main Currency	Denotes the primary currency and is most important for processing. Denoted with the icon: 
Priority	A unique priority for the currency. The priority of the currencies defines the main/lesser relationship for the currencies dispensed at the cashpoints. The priority of the currency decreases as the numeric value of the priority increases. So priority value of 1 is the highest and will be defined for the main currency.

[Return To: Settings](#)

5.3.1 Create New Currencies


By clicking on the **New Currency** icon  at the bottom of the *Settings* → *Currencies* screen, the user will navigate to the **Create New Currency** Screen. Users can select from the pre-filled dropdown of Currency IDs, fill in the other fields and click **SAVE**. For field definitions see TABLE 24: CURRENCIES FIELD DESCRIPTIONS

FIGURE 31: CREATE NEW CURRENCY SCREEN

VB Settings > Currencies

Create new Currency

Currency Id: Afghanistan Afghani

Currency Short:

Description:

Priority: 999

Main Currency: ☐

SAVE

[Return To: Settings](#)

5.4 Denominations

Settings → *Denominations* provides access for defining the denominations that will be tracked and balanced via Vault Balance.

FIGURE 32: DENOMINATIONS SCREEN

VB Settings > Denominations

List all Denominations

Face Value	Denomination ID	Type	Currency
50,000,000.00	50000000	Notes	COP
5,000,000.00	80000	Notes	COP
50,000.00	50000	Notes	COP
30,000.00	30000	Notes	COP
25,000.00	25000	Notes	COP
20,000.00	20000	Notes	COP
10,000.00	10000	Notes	COP
5,000.00	5000	Notes	COP
2,000.00	2000	Notes	COP
1,000.00	1000M	Coins	COP

List results per page: 5 10 15 20 25 | Page 1 of 6

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TABLE 25: Denominations Field Descriptions

Field	Description
Face Value	Defines the value of each denomination. For example , A 1-USD note would have a 1 value for Face Value
Denomination ID	Sets the denomination ID used by Vault Balance. This field should be coordinated with definitions throughout OptiSuite.
Type	Denotes either Note or Coin
Currency	Selects the Currency with which the Denomination is associated.

[Return To: Settings](#)

5.4.1 Create New Denominations


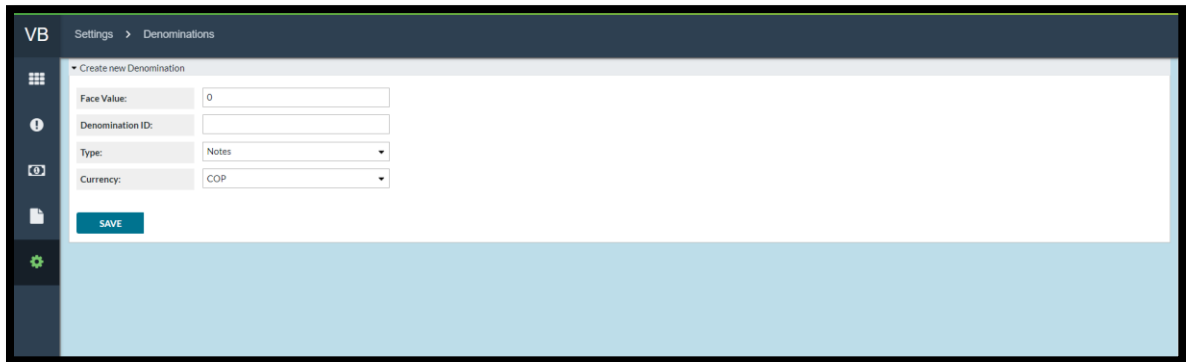
By clicking on the **New Denomination** icon  at the bottom of the *Settings* → *Denominations* screen, the user will be navigated to the **Create New Denominations** screen. Users will have to fill in the fields, select the appropriate values in the dropdown menus, and click **SAVE**. For field definitions see TABLE 25: Denominations Field Descriptions.

FIGURE 33: CREATE NEW DENOMINATIONS SCREEN



VB Settings > Denominations

Create new Denomination

Face Value: 0

Denomination ID:

Type: Notes

Currency: COP

SAVE

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5.4.2 Master Coffers


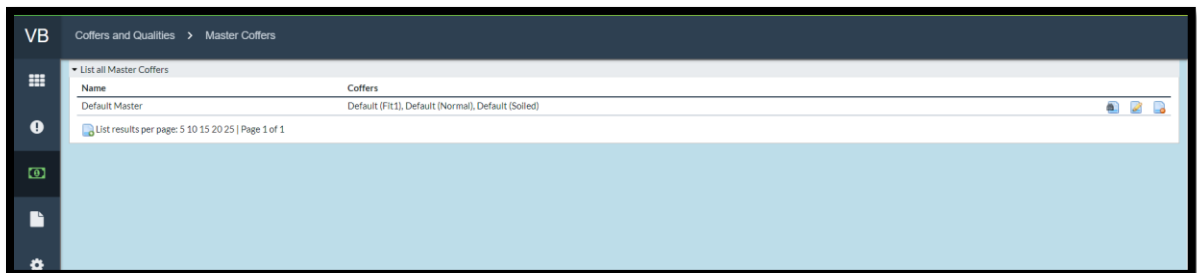
Master Coffers is a way of grouping order amounts from multiple qualities/coffers into a single container. By clicking on the **New Coffers** icon  at the bottom of the *Settings* → *Master Coffers* screen, the user will be navigated to the **Create New Master Coffers** screen.

FIGURE 34: MASTER COFFERS



VB Coffers and Qualities > Master Coffers

List all Master Coffers

Name	Coffers
Default Master	Default (Fit1), Default (Normal), Default (Soiled)

List results per page: 5 10 15 20 25 | Page 1 of 1

FIGURE 35: MASTER COFFER CREATION

5.5 Application Settings

FIGURE 36: APPLICATION SETTINGS

Name	Value
License Institution Name	avvillas
Auto-fix summary balance closing value	No
Check balance records inconsistency (scheduled)	No
Process orders queue (scheduled)	Yes
Summary & Vault balance report columns	Opening Balance, Closing Balance
Balance Report Font size	11
Coffer balance report columns	Currency, Coffer, Total Opening, Total Closing
Include internal coffer in coffer total amount	Yes
Enable Views for Coffer Balance	Both
System Event Logging	Debug

TABLE 26: APPLICATION SETTINGS DESCRIPTIONS

Field	Description
License Institution Name	Displays the Institution name that the product is licensed to.
Balance Report Font Size	Allows the user to set the Font size on the PDF version of the Balance Report to make things more readable if the report contains numerous or few columns.
Auto-fix summary Balance Closing Value	Turn on a process that will ensure that the values in the Summary Balance page and Balance pages will be consistent, as problems could arise if there is a large amount of data change at the same time.
Check Balance records inconsistency (scheduled)	Checks the balances and summary balances for inconsistencies when checked. If it is checked it will be constantly checked, uncheck it to stop the process.
Process orders queue (scheduled)	Check to have VB constantly updated with orders from OptiSuites. Unchecking this will allow the user to stop accepting orders/updates in VB until the option is checked again.

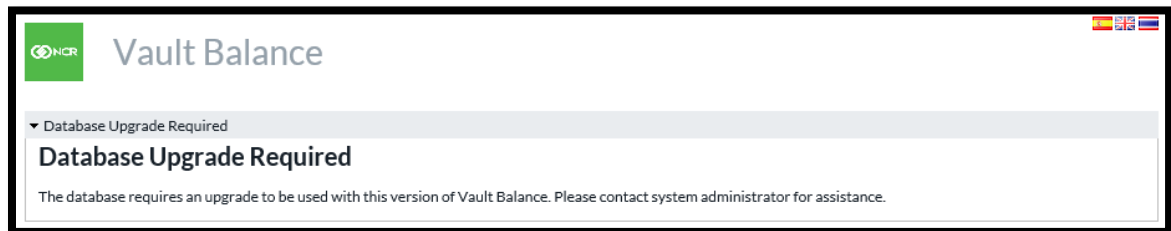
Summary & Vault balance report columns	Allows the user to choose which columns will be outputted in the export files.
Coffer Balance report columns	Allows the user to choose which columns will be outputted when exporting Coffer Balances.
Include internal coffer in coffer total amount	Yes/No option to choose whether or not Coffers marked as Internal will be included in the Coffer total.
Enable Views for Coffer Balance	Drop down box allows the user to choose if the Coffer Balance, Master Coffer Balance, or Both are enabled in the application.
System Event Logging	Allows the user to choose the level of logging the application will generate. Info, Debug, Warning or Error.

[Return To: Settings](#)

6 Database Upgrades

This page will exhibit the SQL Queries for upgrades, if required, and enable the user to verify whether an upgrade is necessary.

FIGURE 37: DATABASE UPGRADE SCREEN



[Return To: Database Upgrades](#)

7 Alerts

Settings>Alerts is a gateway menu to view either **Active Alerts** or **Alerts History**. There are two types of Alerts: **Vault** and **Order**.

- **Vault alerts** pertain to issues with the vault such as Negative Vault Balance which would likely point to a timing or bookkeeping issue.
- **Order alerts** pertain to orders and their statuses.

7.1 Active Alerts

FIGURE 38: ACTIVE ALERTS SCREEN

Vault	Order	Type	Cause	Created	Resolved	Status	Username	Blog
BOG_BRINKS		Vault alert	Negative vault balance	Sun, 25 Sep 2022 18:46:59		Active		
BOG_BRINKS		Vault alert	Negative vault balance	Sun, 25 Sep 2022 18:46:59		Active		
BOG_BRINKS		Vault alert	Negative vault balance	Sun, 25 Sep 2022 18:46:59		Active		
BOG_BRINKS		Vault alert	Negative vault balance	Sun, 25 Sep 2022 14:46:59		Active		
BOG_BRINKS		Vault alert	Negative vault balance	Sun, 25 Sep 2022 14:46:59		Active		
annatest1		Vault alert	Negative vault balance	Mon, 05 Sep 2022 12:59:58		Active		
GOLDSVILLE		Vault alert	Negative vault balance	Thu, 19 May 2022 13:56:32		Active		
BARRANQ_BRIN		Vault alert	Negative vault balance	Fri, 18 Mar 2022 04:42:49		Active		
CALLATLAS		Vault alert	Negative vault balance	Wed, 18 Sep 2019 14:45:41		Active		

List results per page: 5 10 15 20 25 | Page 1 of 1

[Return to: Alerts](#)

TABLE 27: Alerts Field Descriptions

Field	Description
All Types (tab)	Shows All Alerts regardless of the type
Order (tab)	Shows Alerts associated with Orders
Vault (tab)	Shows Alerts associated with Vaults
Vault	Vault for which the alert has occurred
Order	Order ID number if the alert is associated with an order
Type	Type of Alert: Vault or Order
Cause	Reason for Alert occurrence
Created	Timestamp for generation of Alert
Resolved	Timestamp for resolution of the cause of the Alert

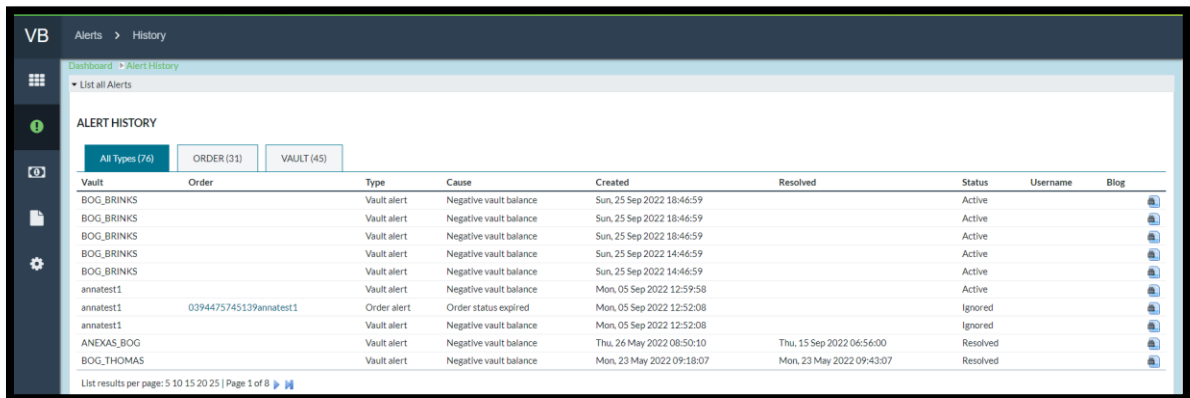
Status	Current Status; Active, Ignored or Resolved
Username	The username of the user investigating or has resolved the Alert
Blog	Blog of notes entered by user during investigation and resolution of Alerts.

[Return to: Alerts](#)

7.2 Alerts History

The Alert History screen shows the same information as the **Active Alerts** screen but limits its returned information to only those with Resolved status.

FIGURE 39: ALERTS HISTORY SCREEN



ALERT HISTORY								
All Types (76) ORDER (31) VAULT (45)								
Vault	Order	Type	Cause	Created	Resolved	Status	Username	Blog
BOG_BRINKS		Vault alert	Negative vault balance	Sun, 25 Sep 2022 18:46:59		Active		
BOG_BRINKS		Vault alert	Negative vault balance	Sun, 25 Sep 2022 18:46:59		Active		
BOG_BRINKS		Vault alert	Negative vault balance	Sun, 25 Sep 2022 18:46:59		Active		
BOG_BRINKS		Vault alert	Negative vault balance	Sun, 25 Sep 2022 14:46:59		Active		
BOG_BRINKS		Vault alert	Negative vault balance	Sun, 25 Sep 2022 14:46:59		Active		
annatest1		Vault alert	Negative vault balance	Mon, 05 Sep 2022 12:59:58		Active		
annatest1	0394475745139annatest1	Order alert	Order status expired	Mon, 05 Sep 2022 12:52:08		Ignored		
annatest1		Vault alert	Negative vault balance	Mon, 05 Sep 2022 12:52:08		Ignored		
ANEXAS_BOG		Vault alert	Negative vault balance	Thu, 26 May 2022 08:50:10	Thu, 15 Sep 2022 06:56:00	Resolved		
BOG_THOMAS		Vault alert	Negative vault balance	Mon, 23 May 2022 09:18:07	Mon, 23 May 2022 09:43:07	Resolved		

List results per page: 5 10 15 20 25 | Page 1 of 8

CXBanking, OptiVLM Vault Balance 10.1, User Reference Guide
April 2023

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