



Madhya Pradesh Gramin Bank

(A Joint Venture of Govt of India, MP Govt. & Bank of India)

SVS SOP FOR SIGNATURE UPLOAD

1. SCAN THE IMAGE FROM SCANNER , CROP AND SAVE IN FORMAT “.JPG” FORMAT.
2. SWITCH TO SVS SERVER.
3. GO TO SIGNATURE AND PHOTOGRAPHS>>SELECT MAINTAIN SIGNATURE AND PHOTOGRAPHS

User: PA2154 Calendar: Gregorian Time Zone: IST Solution: SVSServer User ID : PA2154

Finacle
Universal Banking Solution from Infosys

Maintain Signatures and Photographs

Function * ---Select--- A/c. Type * N-Normal A/c.

A/c. ID CIF ID

Bank Code Employee ID

Signature Power No. SOL ID

Go Clear Help

4. SELECT FUNCTION CODE AS “ADD”

User: PA2154 Calendar: Gregorian Time Zone: IST Solution: SVSServer User ID : PA2154

Finacle
Universal Banking Solution from Infosys

Add Signatures and Photographs

Function * A-Add A/c. Type * N-Normal A/c.

A/c. ID CIF ID


Bank Code Employee ID


Signature Power No. SOL ID


Go Clear Help

5. ENTER ACCOUNT NUMBER IN FIELD A/C ID AND CLICK ON GO


User: PA2154

Calendar:  Gregorian

Time Zone:  IST

Solution:  SVServer

User ID : PA2154



Universal Banking Solution from Infosys

Maintain Image Access Codes

Maintain User Groups

Perform Administration Activities

Maintain Rules

Map Account Rules

Signatures and Photographs

Maintain Signatures and Photographs

Maintain Signature Groups

View Signature and Photograph History

View Signature Transaction History

Inquire on Signatures

Audit Information

Change Password

Logout

Add Signatures and Photographs

Function *

A-Add

A/c. ID

601310110001333

Bank Code

Signature Power No.

A/c. Type *

N-Normal A/c.

CIF ID

Employee ID

SOL ID

Go

Clear

User: PA2154 Calendar: Gregorian Time Zone: IST Solution: SVServer User ID : PA2154

Finacle[®]

Universal Banking Solution from Infosys

- Maintain Image Access Codes
- Maintain User Groups
- Perform Administration Activities
- Maintain Rules
- Map Account Roles
- Signatures and Photographs
- Maintain Signatures and Photographs**
- Maintain Signature Groups
- View Signature and Photograph History
- View Signature Transaction History
- Inquire on Signatures
- Audit Information
- Change Password
- Logout

Add Signatures and Photographs

Function *	<input type="text" value="A-Add"/>	A/c. ID	601310110001333
A/c. Type	N		

Signature and Photograph Details

Signature ID	Signature	Photograph
<div style="float: right; text-align: right;">Help ?</div> <div style="clear: both;"></div>		

Add Signature Details

Signature Upload Mode	<input type="text" value="L-Scan Later"/>	Image Access Code *	<input text"="" type="text" value="----SELECT----</input></td> </tr> <tr> <td>Signature Effective From</td> <td><input type="/>	Signature Expires On	<input type="text"/>
Customer Name	<input type="text"/>	Remarks	<input type="text"/>		
Signature Group Name	<input text"="" type="text" value="----SELECT----</input></td> <td>Keyword</td> <td><input type="/>				

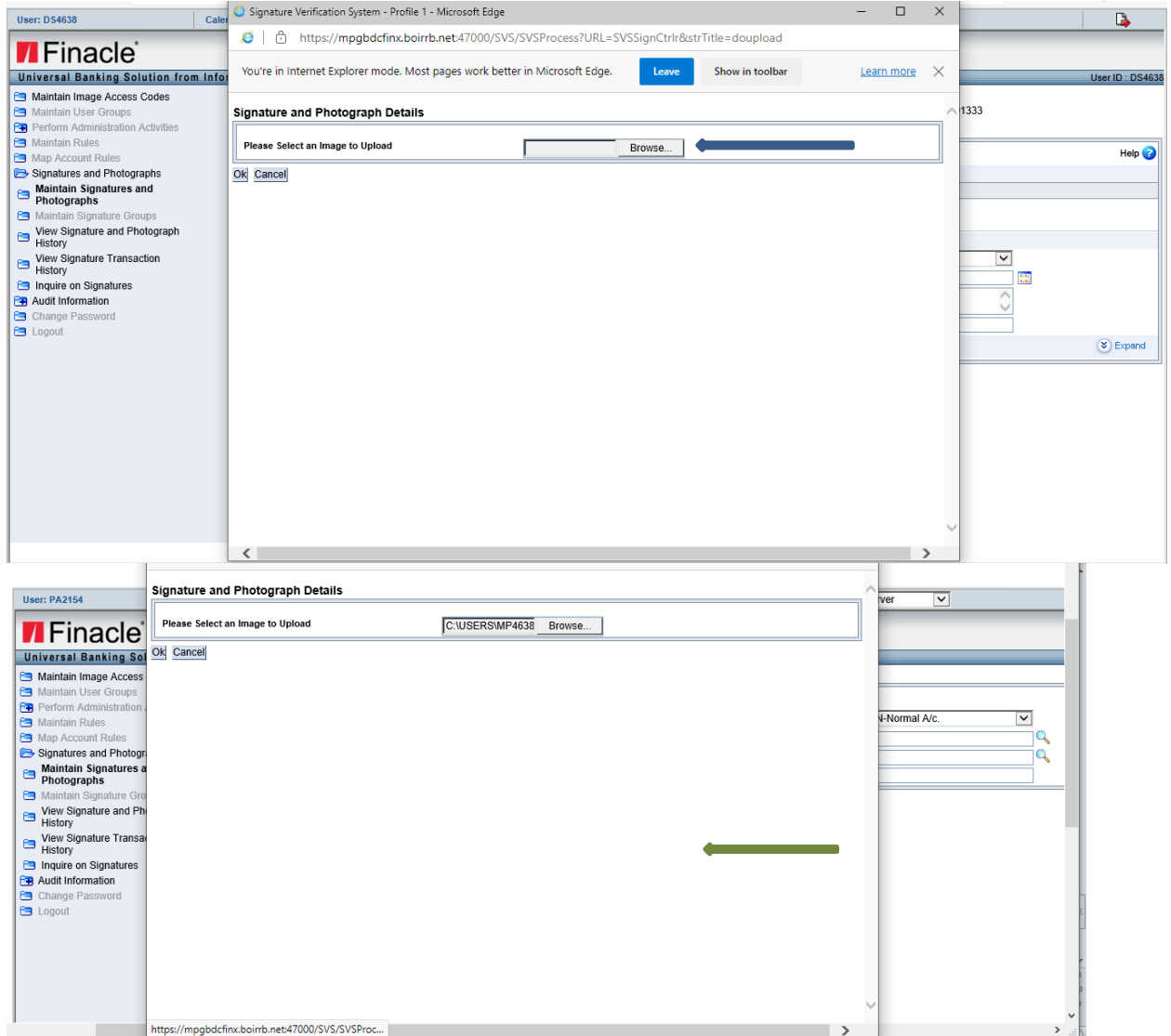
Add Photograph Details

Expand

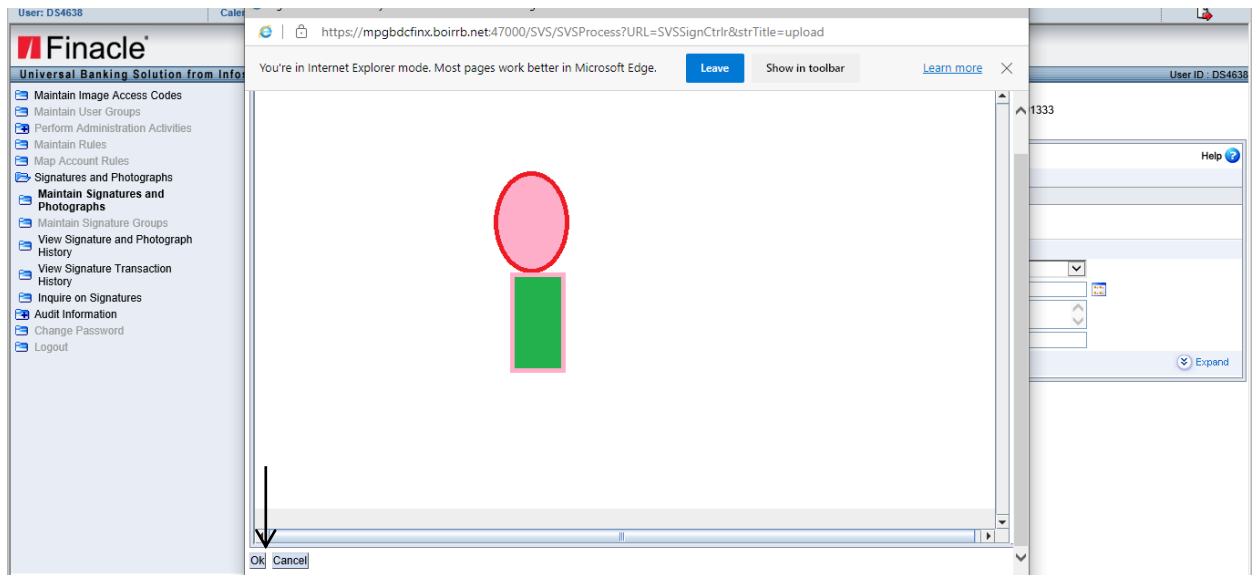
6. Add signature details>>signature upload mode >>upload from file

[illegible]

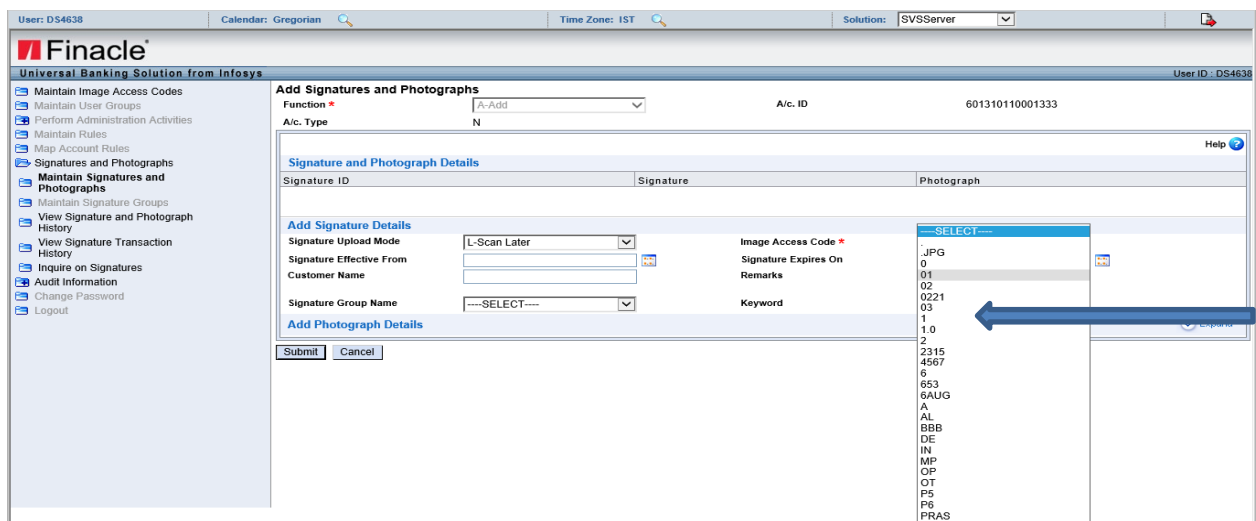
7. TO UPLOAD THE SAVED SIGNATURE CLICK ON BROWSE



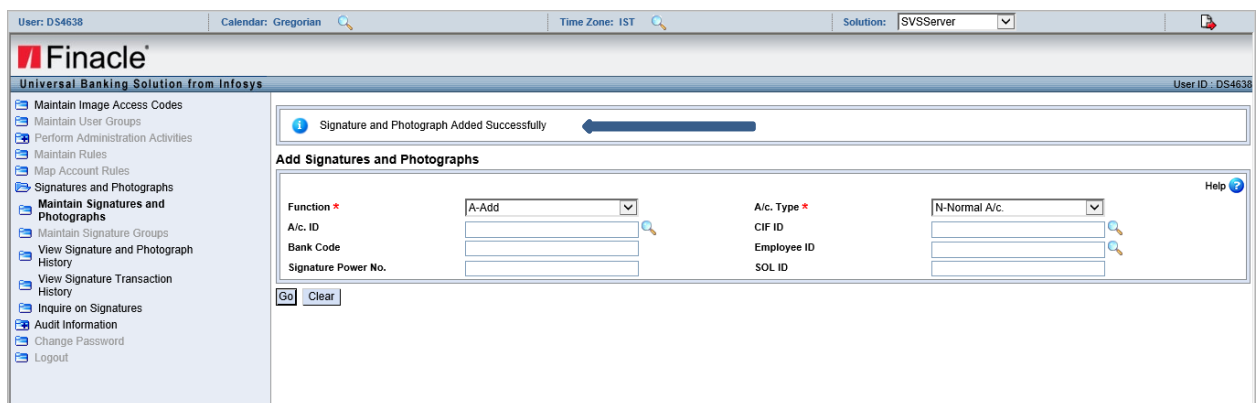
8. UPLOADED IMAGE WILL BE VIEWED , CLICK OK



9. SELECT IMAGE ACCESS CODE AS "01".



10. AFTER SUBMITTING "SIGNATURE AND PHOTGRAPH ADDED SUCCESSFULLY".



NOW USER HAS TO VERIFY THE SAME USING FUNCTION CODE "V-VERIFY".