

OCTO Biz

How-to-get Started
BI-FAST
Mobile

TUTORIALOCTOBIZ2024

KEJAR MIMPI

*Aksi dan
Kolaborasi*





PAY & TRANSFER

BI-FAST

Pay & Transfer – BI-FAST is a module to perform payment mode for customers to make instant transfers to recipients from Other Banks

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03 Create Transaction

PAGE

16 Approve Transaction



BI-FAST Create Transaction

STEP

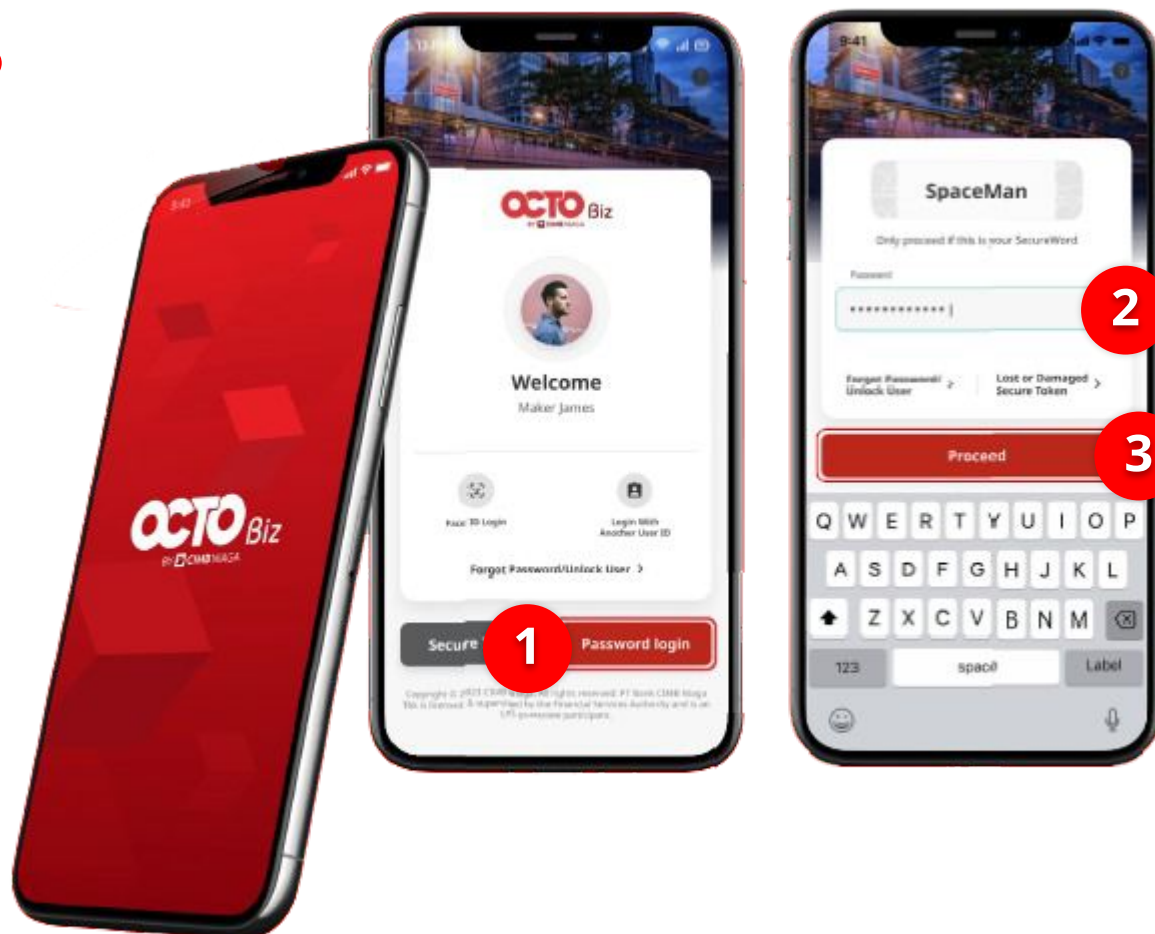
01

MAKER

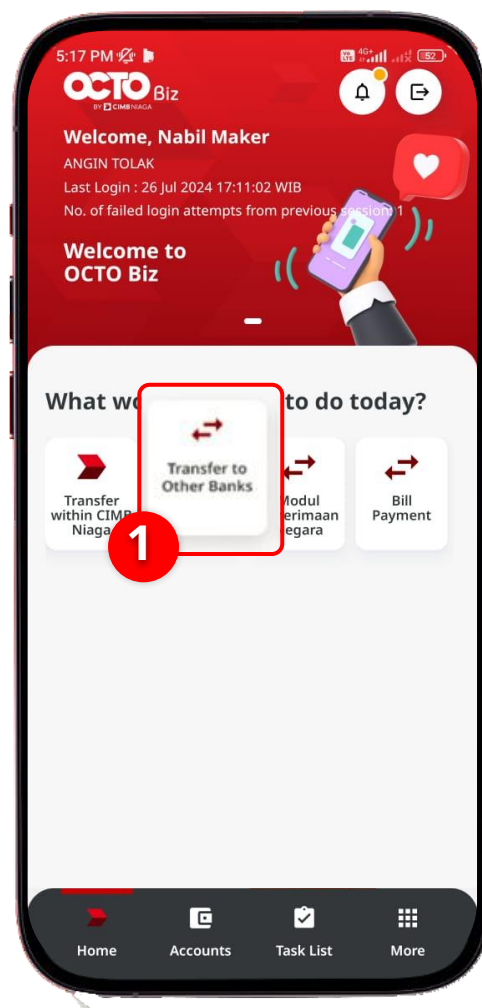
Mobile | BI-FAST

Menu : Pay & Transfer > BI-FAST

4

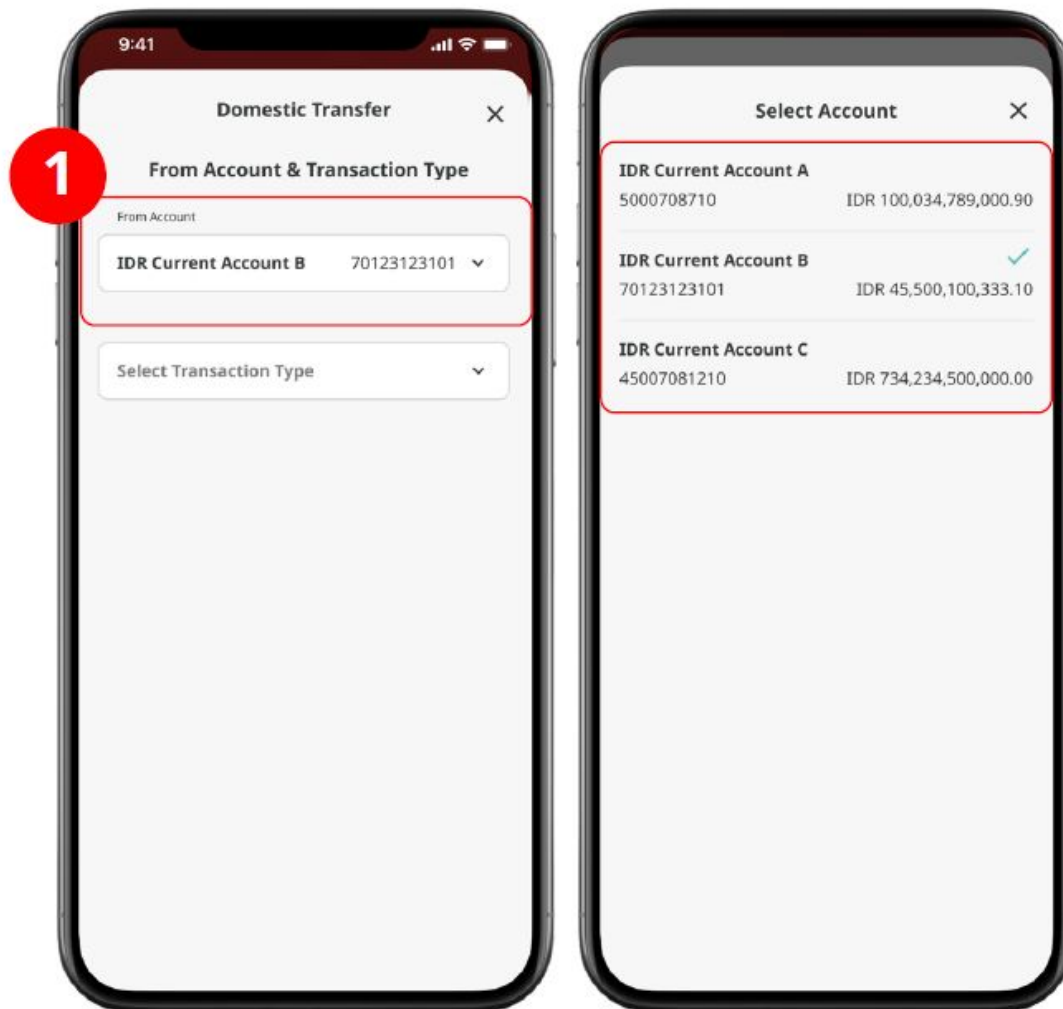


- 1 Click **Password Login**
- 2 Input the **Password**
- 3 Click **Proceed**



1

Click **Transfer to Other Banks**



1

Choose ***From Account***
and Choose **Source of
Funds**

STEP

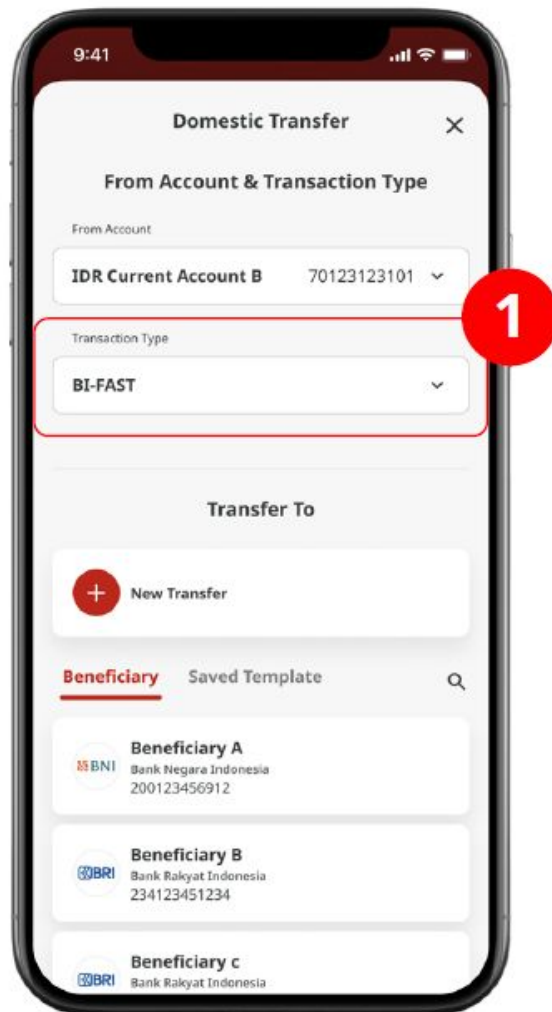
04

MAKER

Mobile | BI-FAST

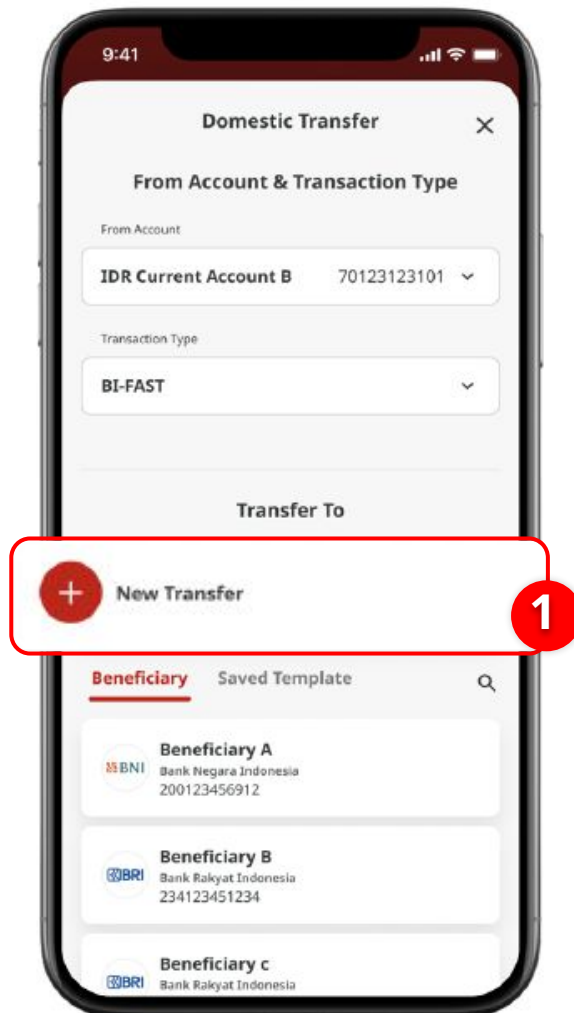
Menu : Pay & Transfer > BI-FAST

7



1

Choose **Transaction Type**



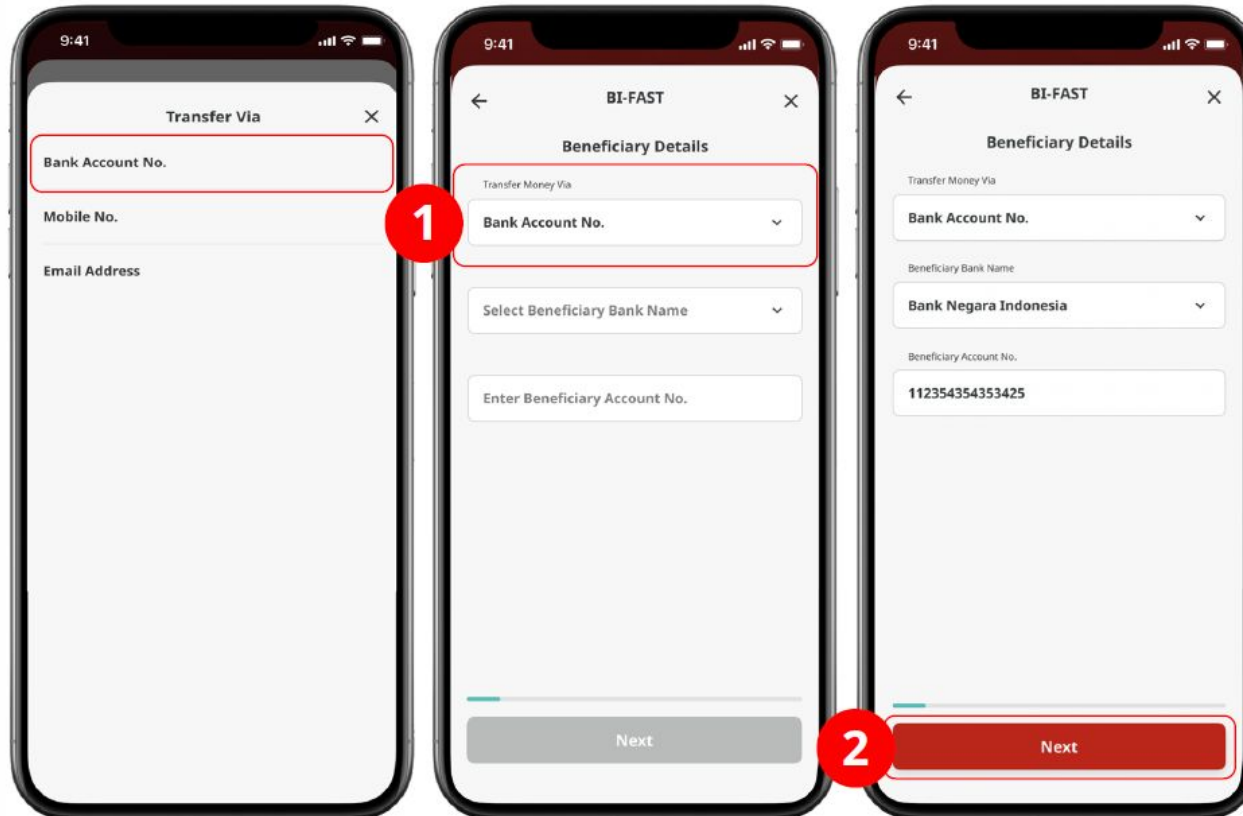
1

Choose **Transfer to**

STEP 06a

MAKER

OPTIONAL



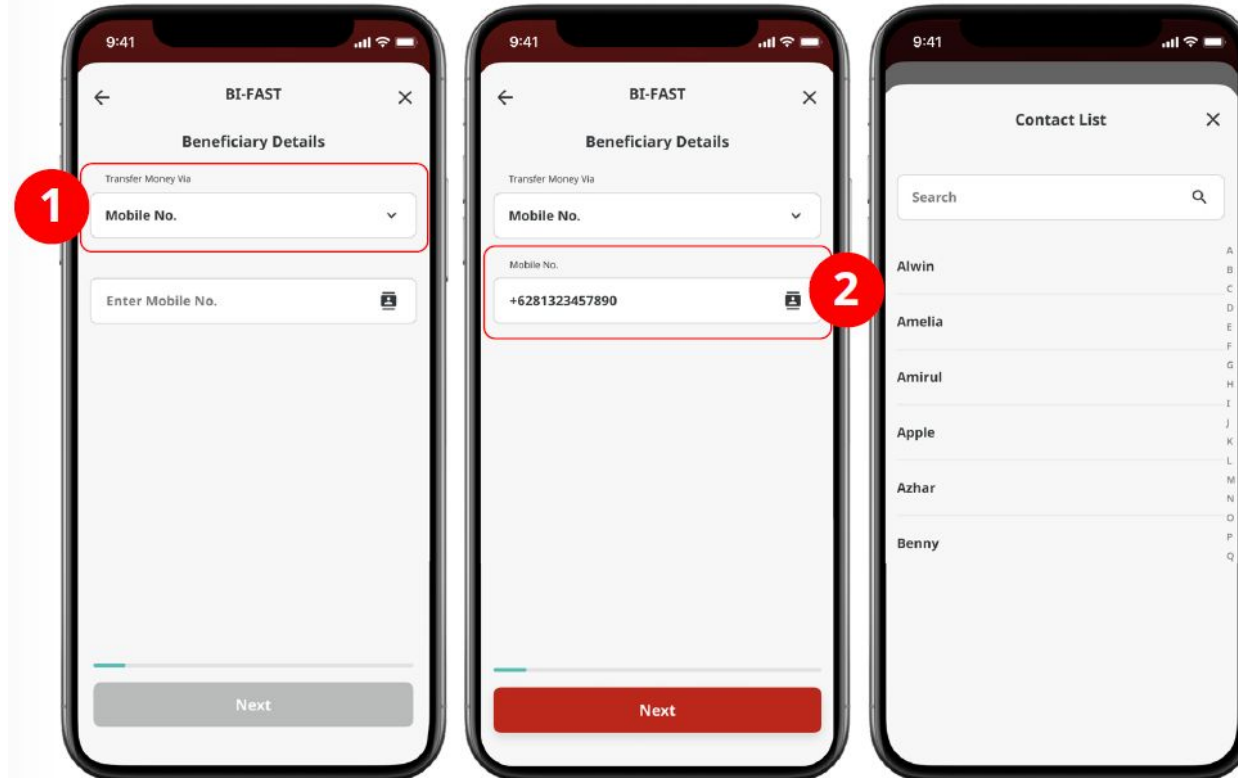
If Via Bank Account

- 1 Choose **Bank Account**
- 2 Click **Next**

STEP 06b

MAKER

OPSIONAL



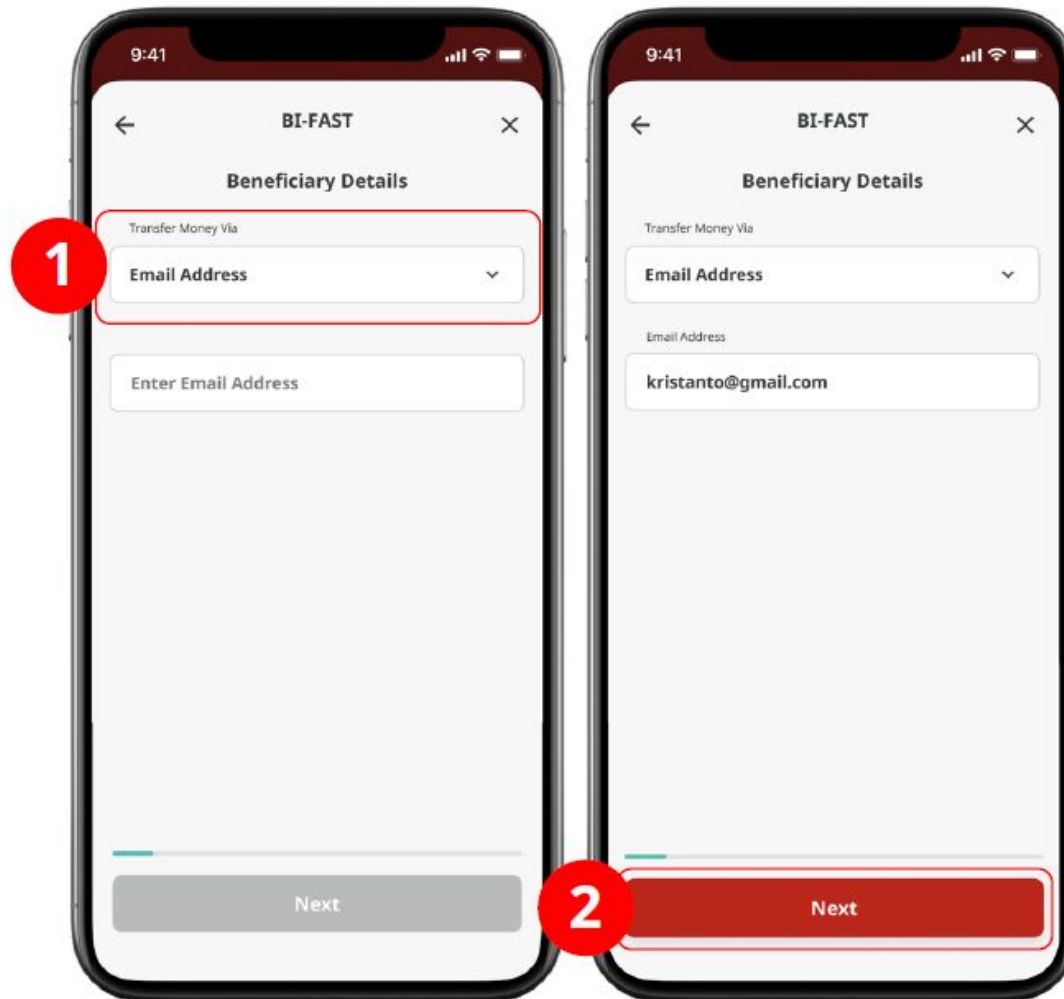
If Via Mobile Number

- 1 Choose **Transfer via Mobile No.**
- 2 Choose **Beneficiary Number**, in the **Mobile Number list**

STEP
06c

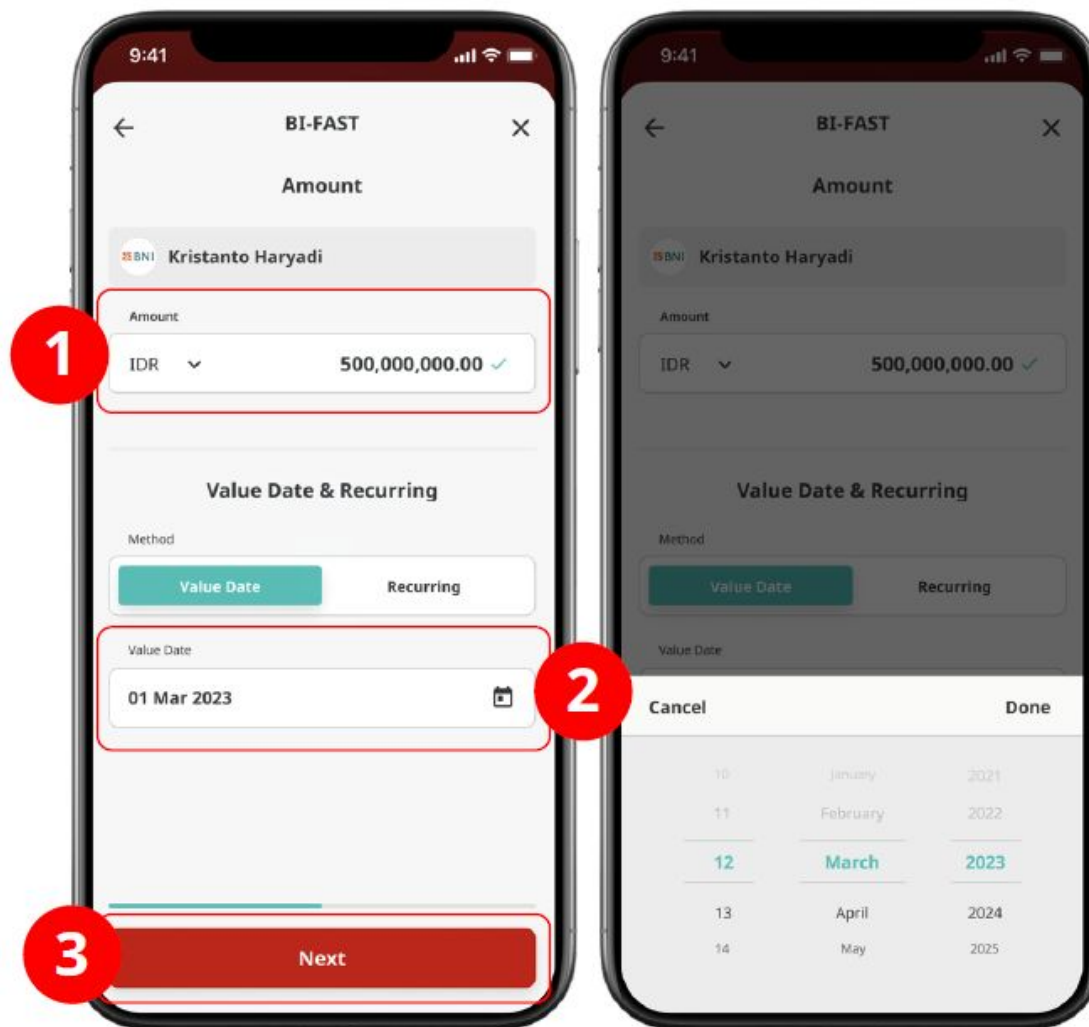
MAKER

OPSIONAL



If Via Email Address

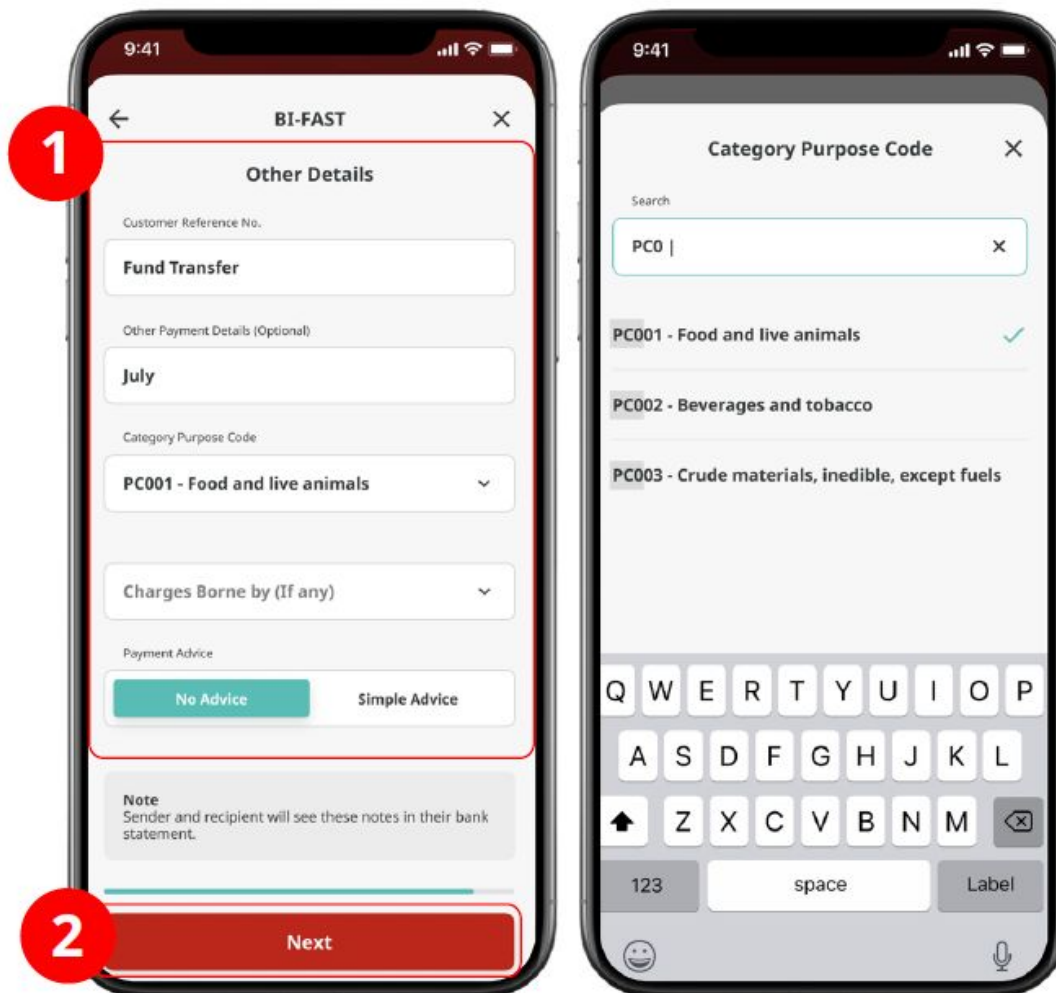
- 1 Choose **Transfer via Email Address**
- 2 Input the **Email Address**



1 Input the **Transfer Amount**

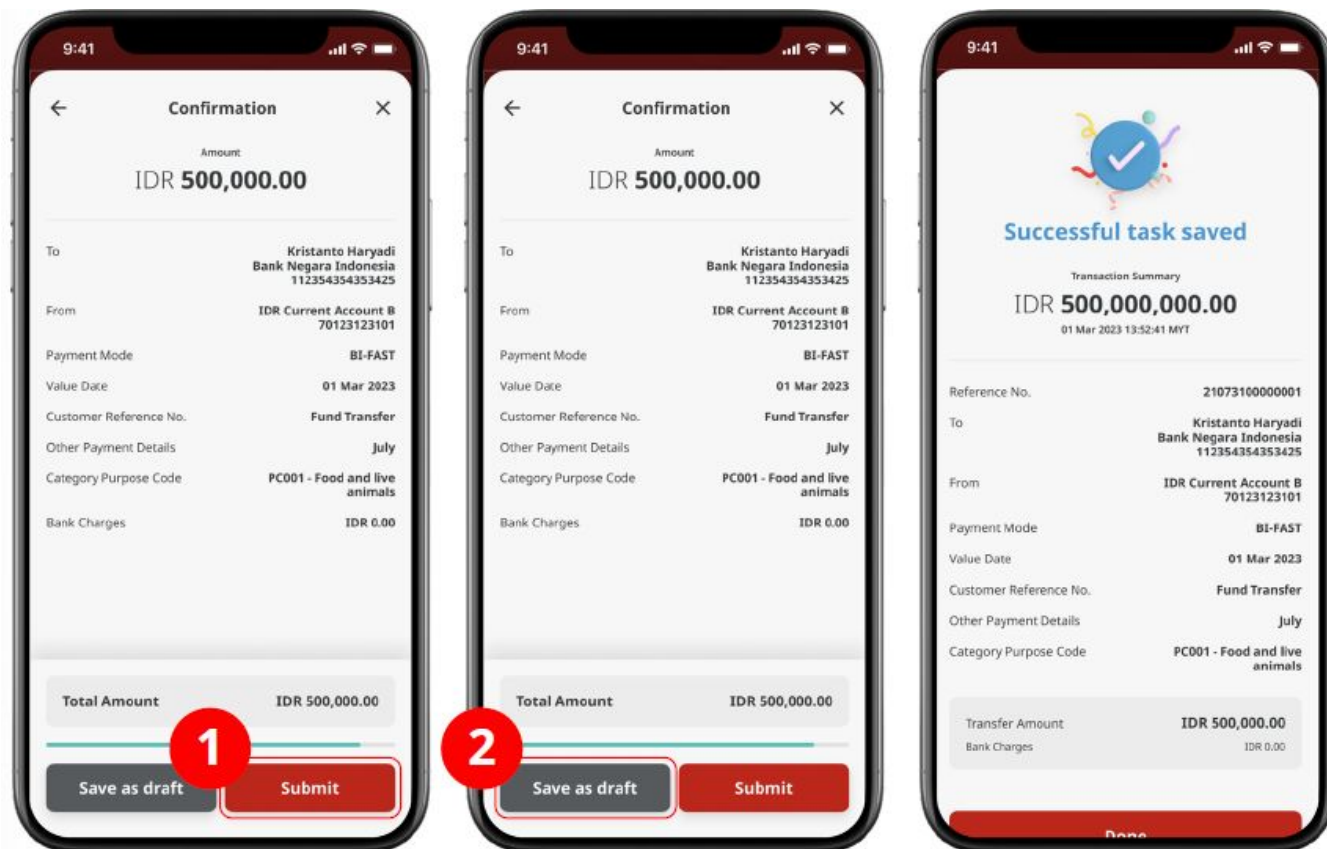
2 Choose **Payment Date**

3 Click **Next**



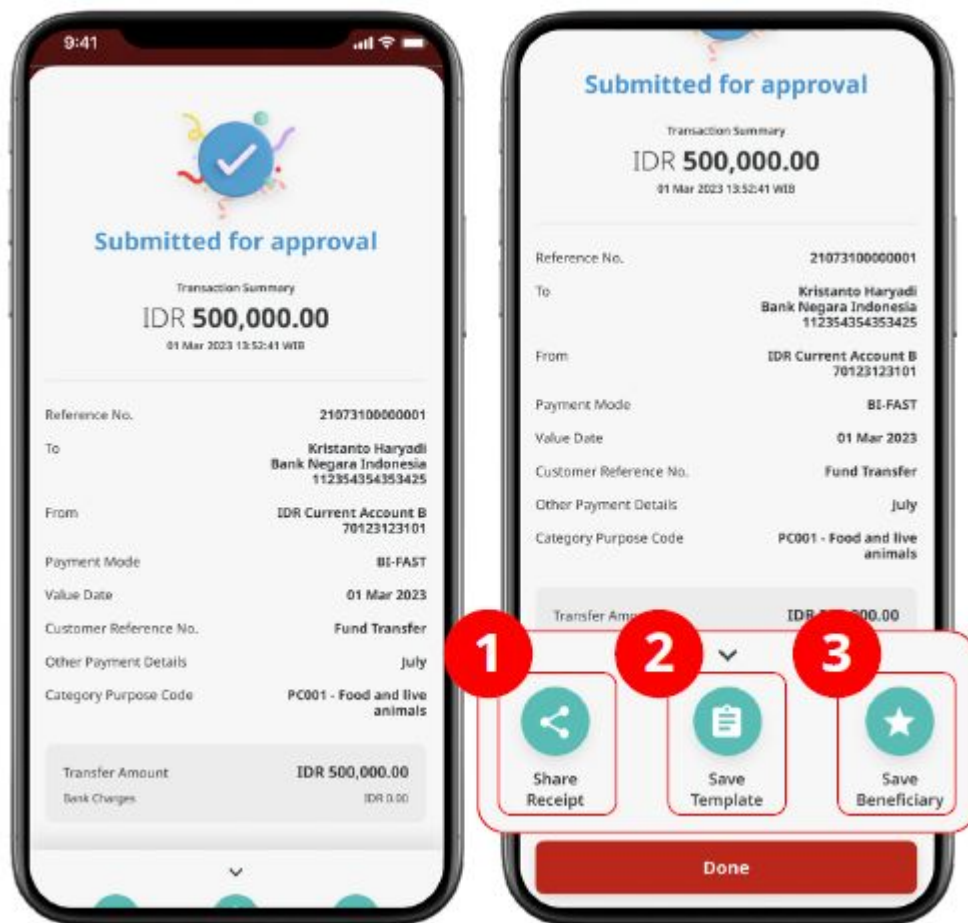
1 Fill in the **Other Details**

2 Click **Next**



1 To Finish the Transaction, Click **Submit**

2 To Save Transaction as Draft, Click **Save as Draft**



System will navigate to
Acknowledgement Page

- 1 If want to **Share the Receipt**, Click **Share Receipt Button**
- 2 To Record Transaction for **repeat Transaction**, Choose **Save Template**
- 3 To **Save the Beneficiary Details**, Choose **Save Beneficiary**



BI-FAST

Approve Transaction

Mobile Token

Hard Token

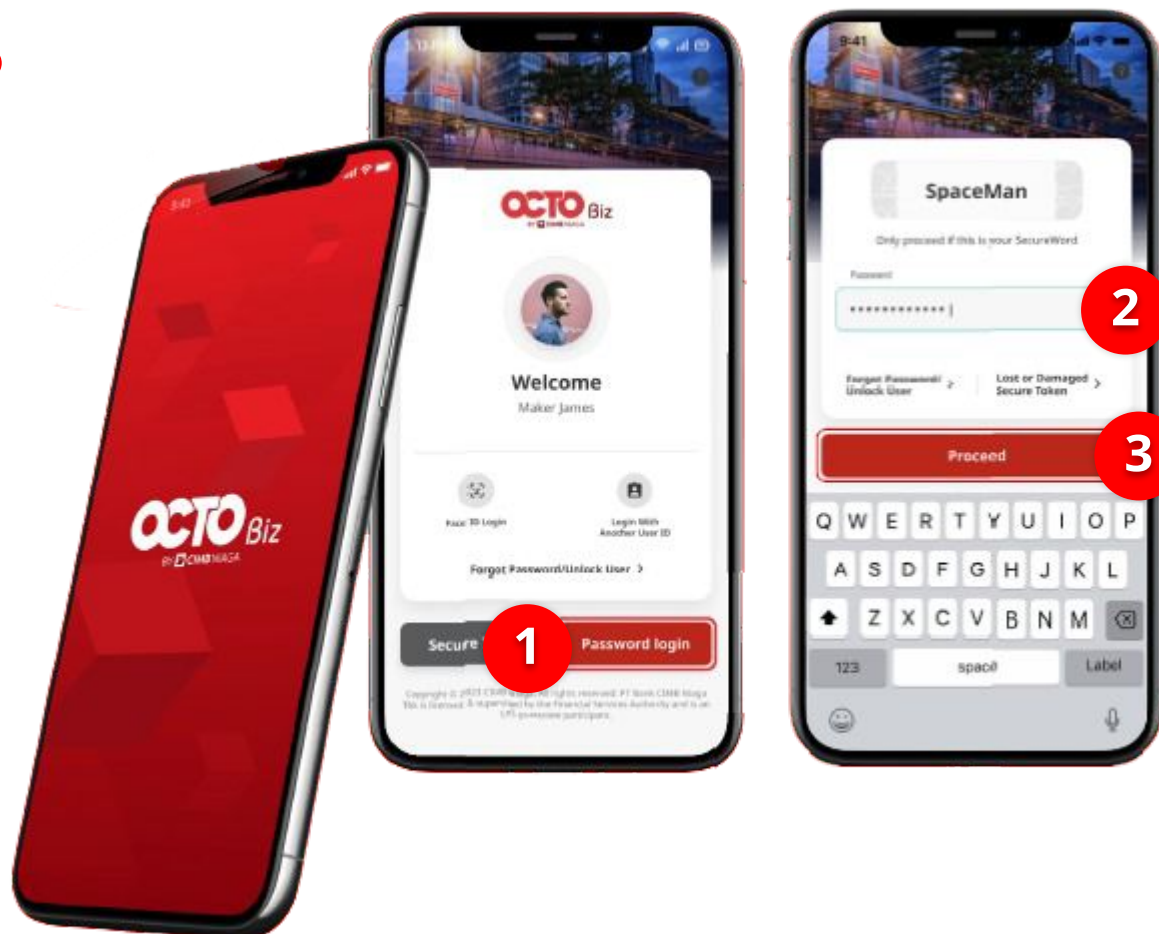


BI-FAST

Approve Transaction

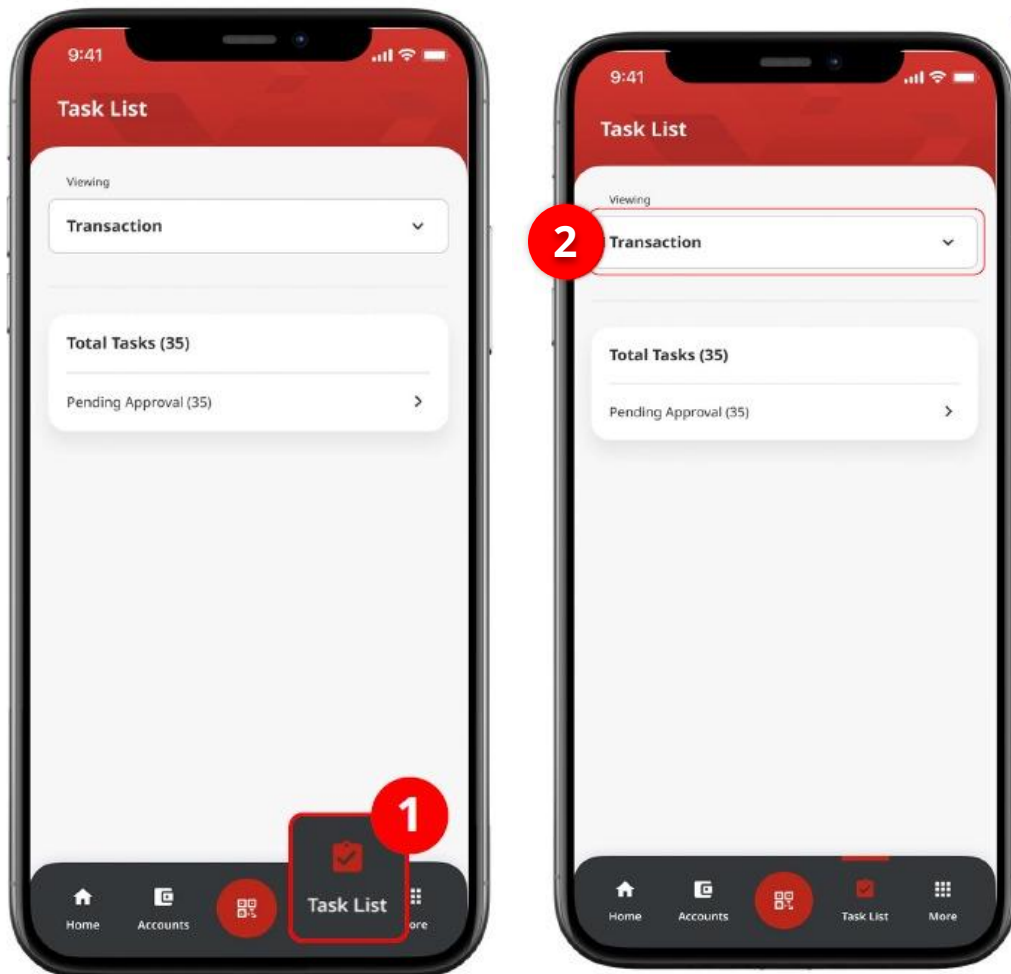
Mobile Token

Approval Process - Mobile Token is used for users who have **Mobile Token**



Login as **Approver**

- 1 Click **Password Login**
- 2 Input the **Password**
- 3 Click **Proceed**

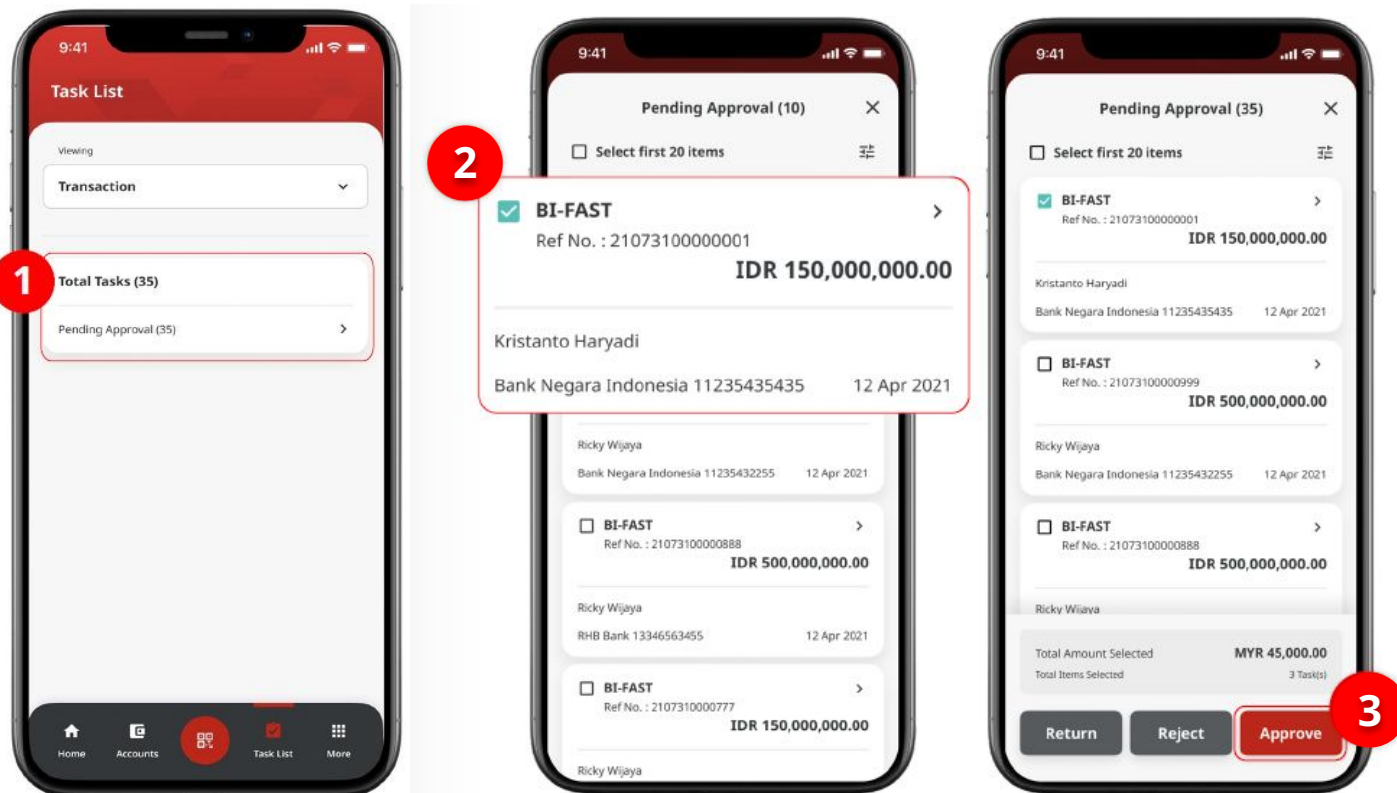


1

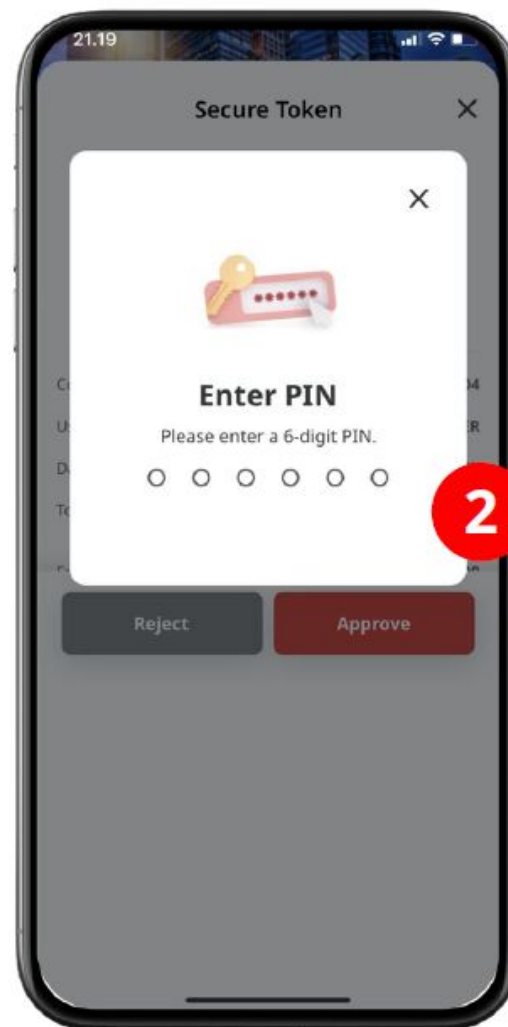
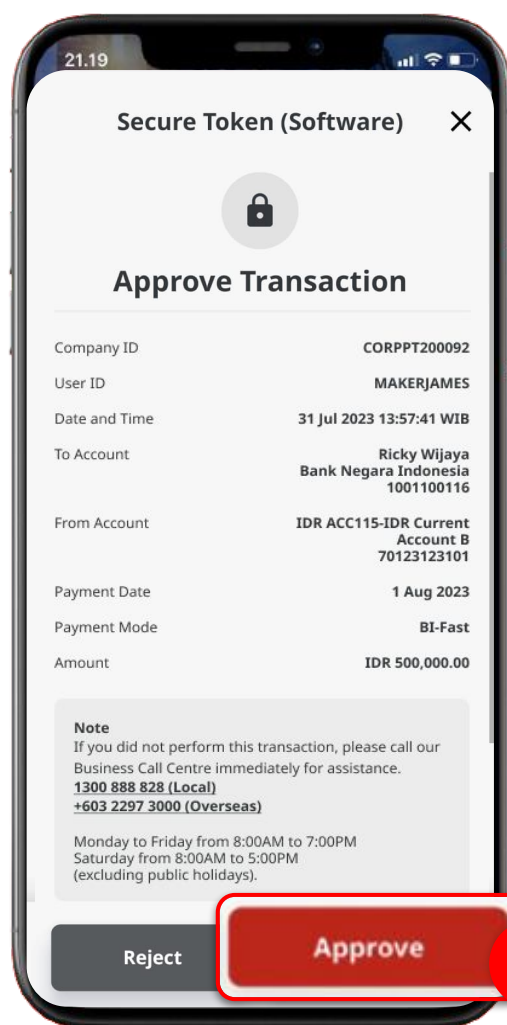
Click ***task List Menu***

2

Choose ***Transaction*** as ***Viewing***

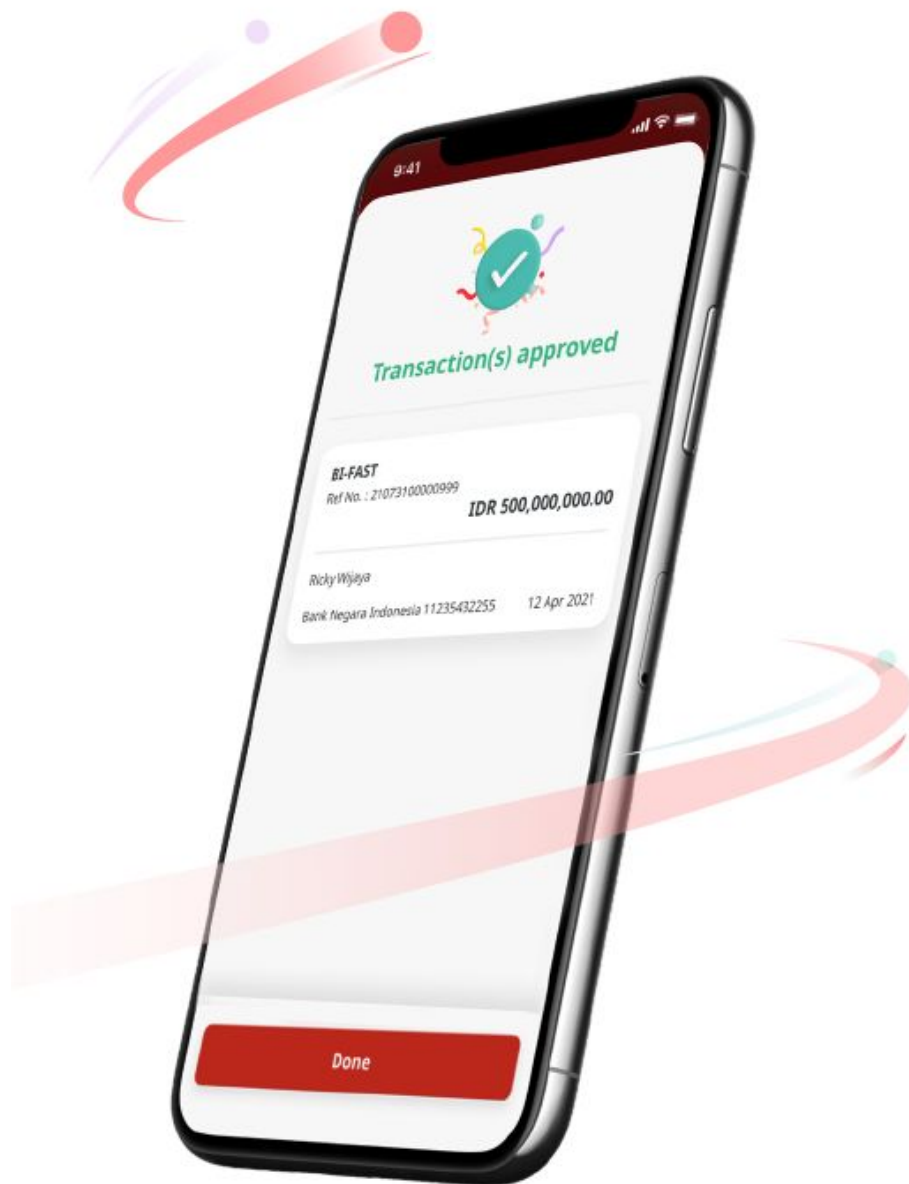


- 1 Choose **Pending Approval**
- 2 Choose **Transaction**
- 3 Click **Approve**



1 Click **Approve**

2 Input **6-Digit Pin**



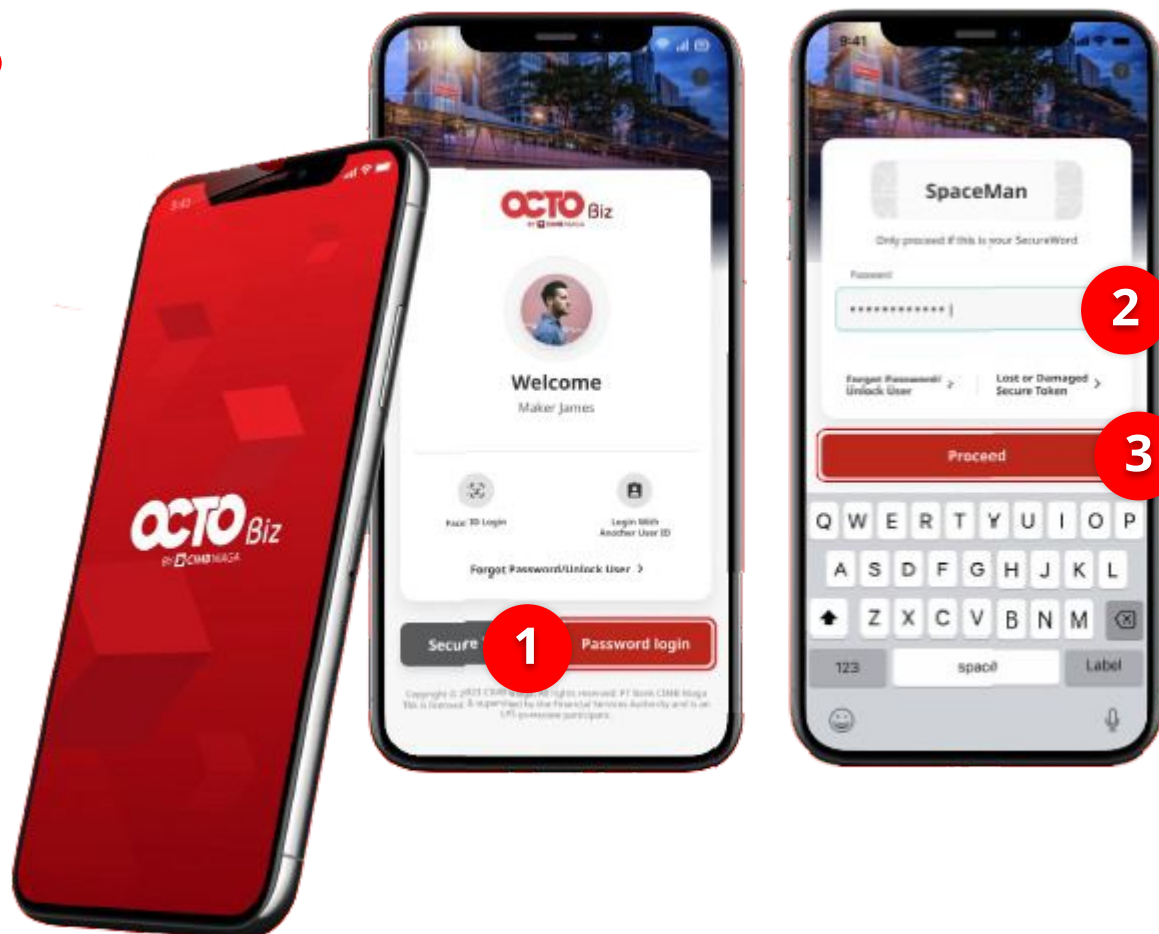
If **Transaction is Success**,
system will show the
Acknowledgement Page



BI-FAST Approve Transaction

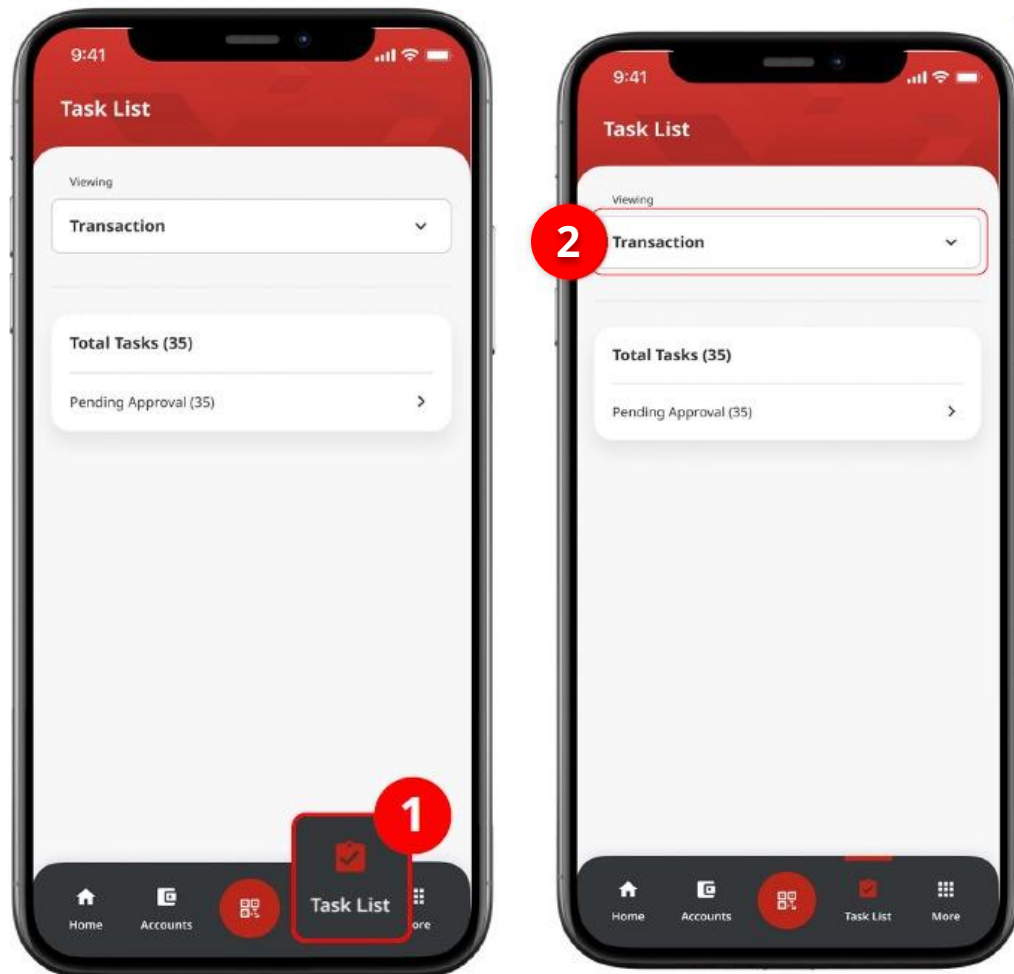
Hard Token

Approval Process - Hard Token is used for users
who have Hard-Token



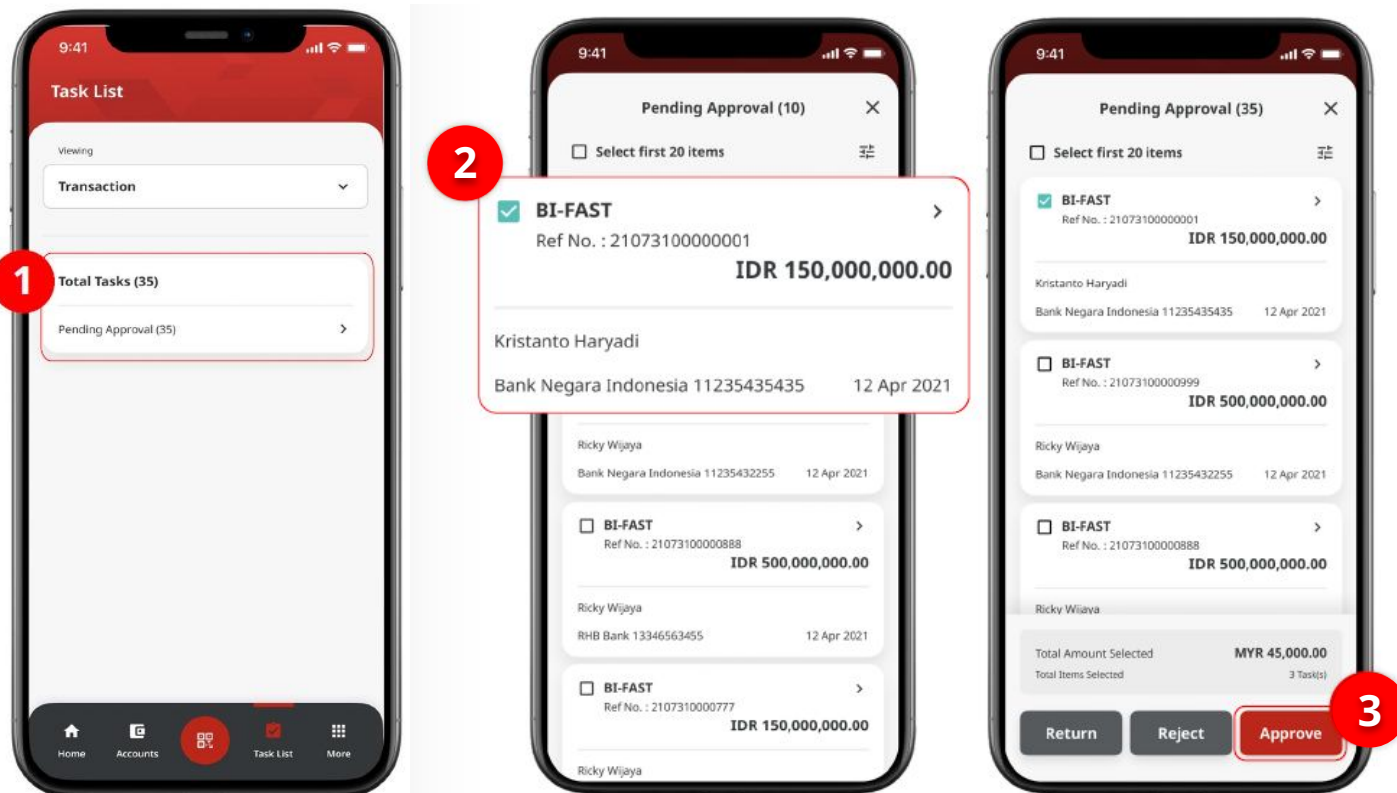
Login as **Approver**

- 1 Click **Password Login**
- 2 Input the **Password**
- 3 Click **Proceed**

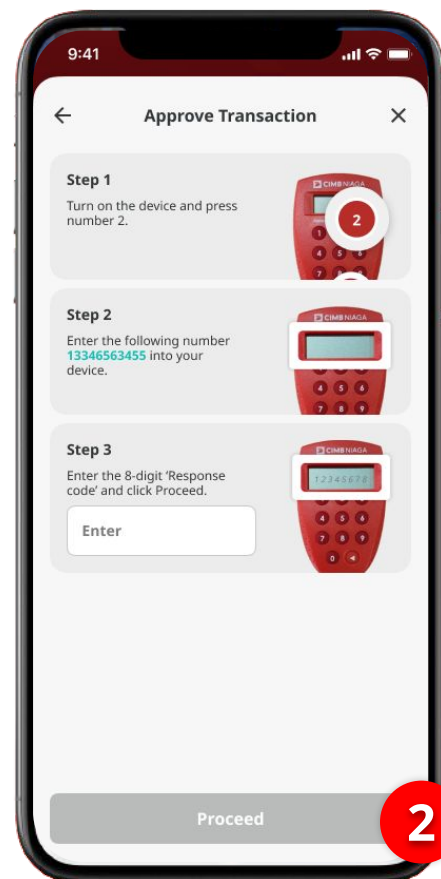
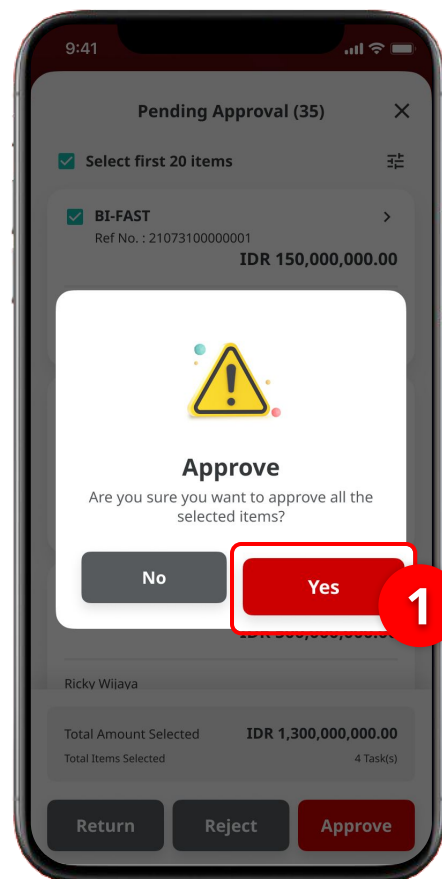


1 Click **task List Menu**

2 Choose **Transaction** as **Viewing**



- 1 Choose **Pending Approval**
- 2 Choose **Transaction**
- 3 Click **Approve**



1

Click **Yes**

2

System will show **Approve Transaction Page**



- 1 Turn on the Hard Token device by **Clicking Play button**
- 2 Enter the **Secure pin number**
- 3 if the pin is correct, system will show **"APPLI"** on device Screen.
- 4 Click **"2" button** to go to **Transaction Signing Feature**.

Step 2

Enter the following number
13346563455 into your
device.

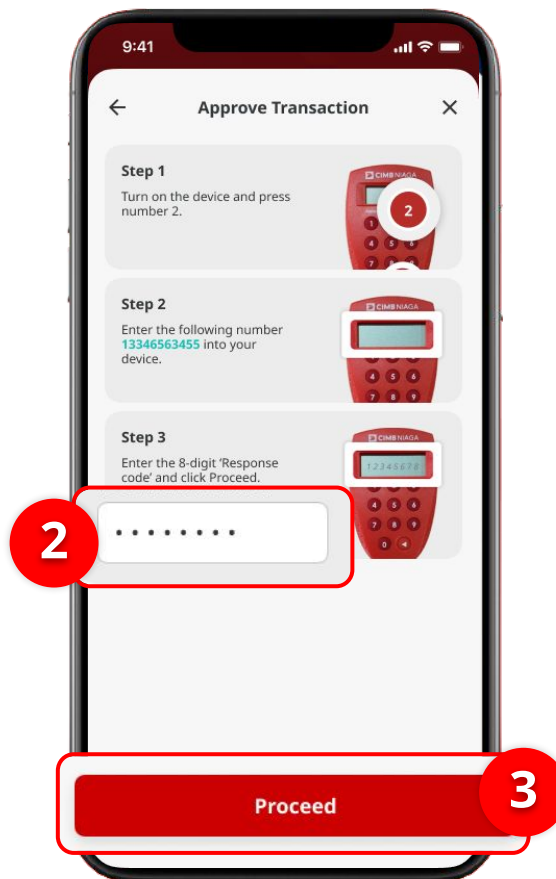


1

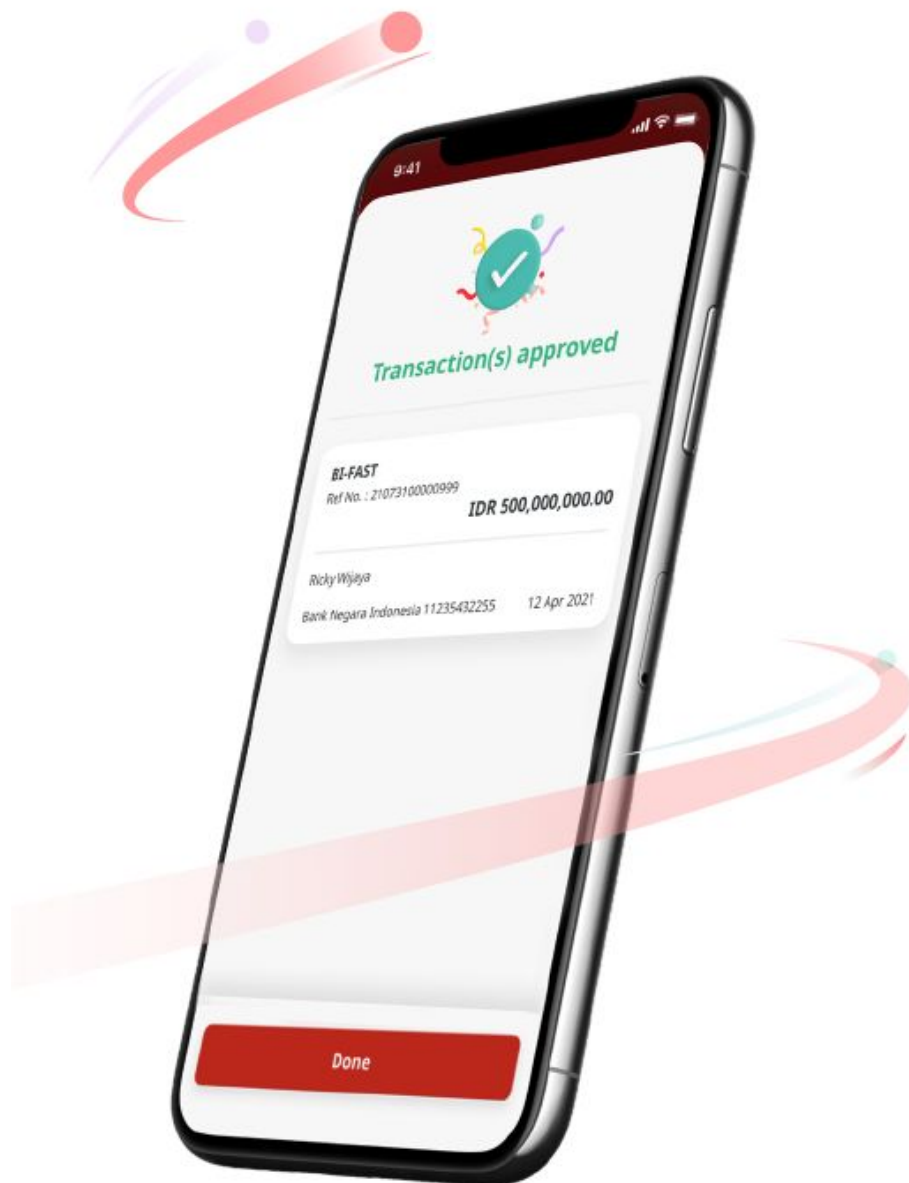
Input the code that show on
the **Pop-up Box** website

2

Click **Play Button**



- 1 Perangkat **Hard Token** akan menampilkan **8-Digit Kode**
- 2 Input the **Kode** ke **Box Approve Transaction**
- 3 Click **Proceed**



If **Transaction is Success**,
system will show the
Acknowledgement Page



OCTO Biz
BY  **CIMB NIAGA**

