

The OCTO Biz logo is prominently displayed in the center-right. 'OCTO' is in a large, bold, white sans-serif font, and 'Biz' is in a smaller, white sans-serif font to its right. The background features a night-time photograph of a tall, modern skyscraper with many lit windows, partially obscured by a red diagonal graphic element.

Service

Manage Beneficiary

Mobile

TUTORIALOCTOBIZ2025

KEJAR MIMPI

Service

Manage Beneficiary

Manage Beneficiary - Fungsi ini digunakan untuk mengelola (**Add, Edit, Delete**) Biller favorit

03

Create
Transaction

20

Approve
Transaction

Manage Beneficiary

Create Transaction

Add

Modify

Delete

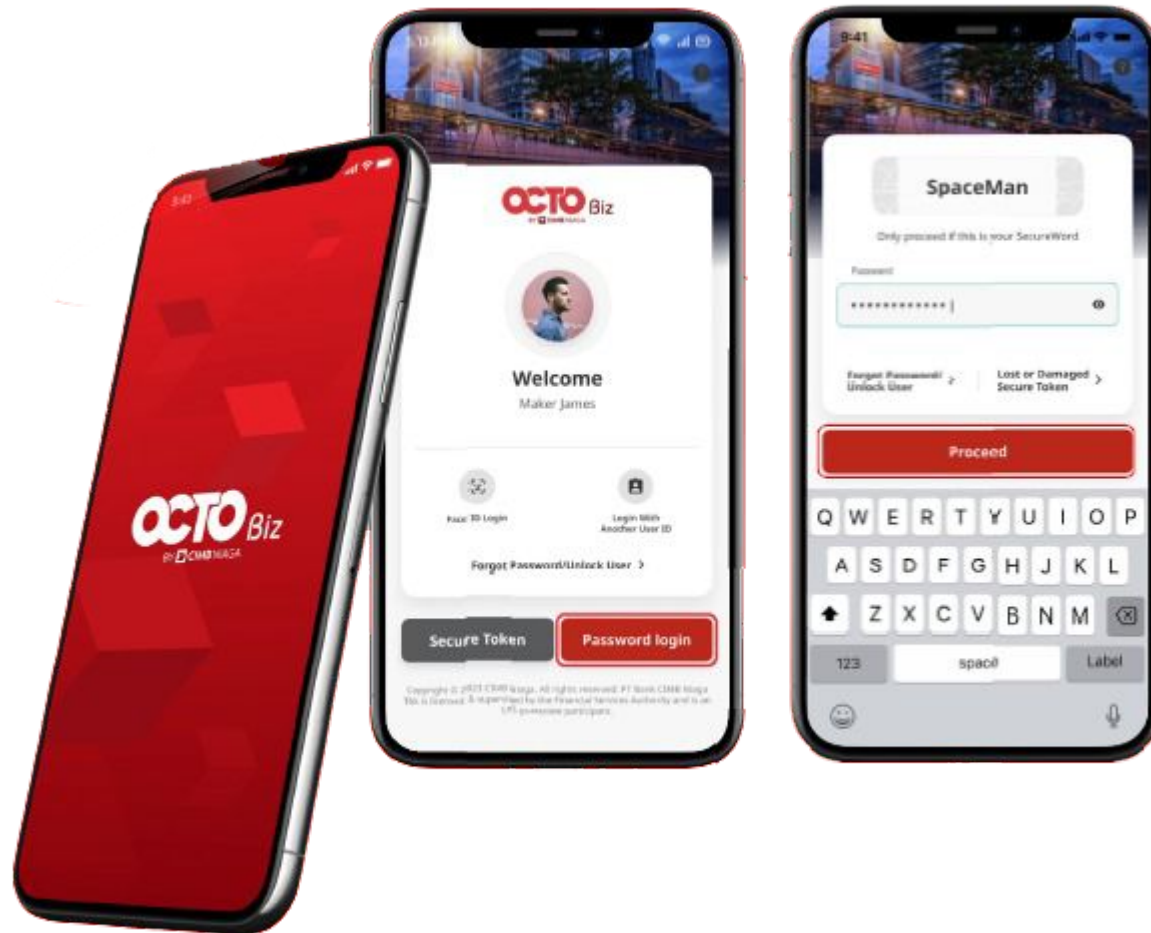
Manage Beneficiary

Create Transaction

Add

Modify

Delete



Login sebagai ***Maker***

1 Isi ***Password***

2 Klik ***Proceed***

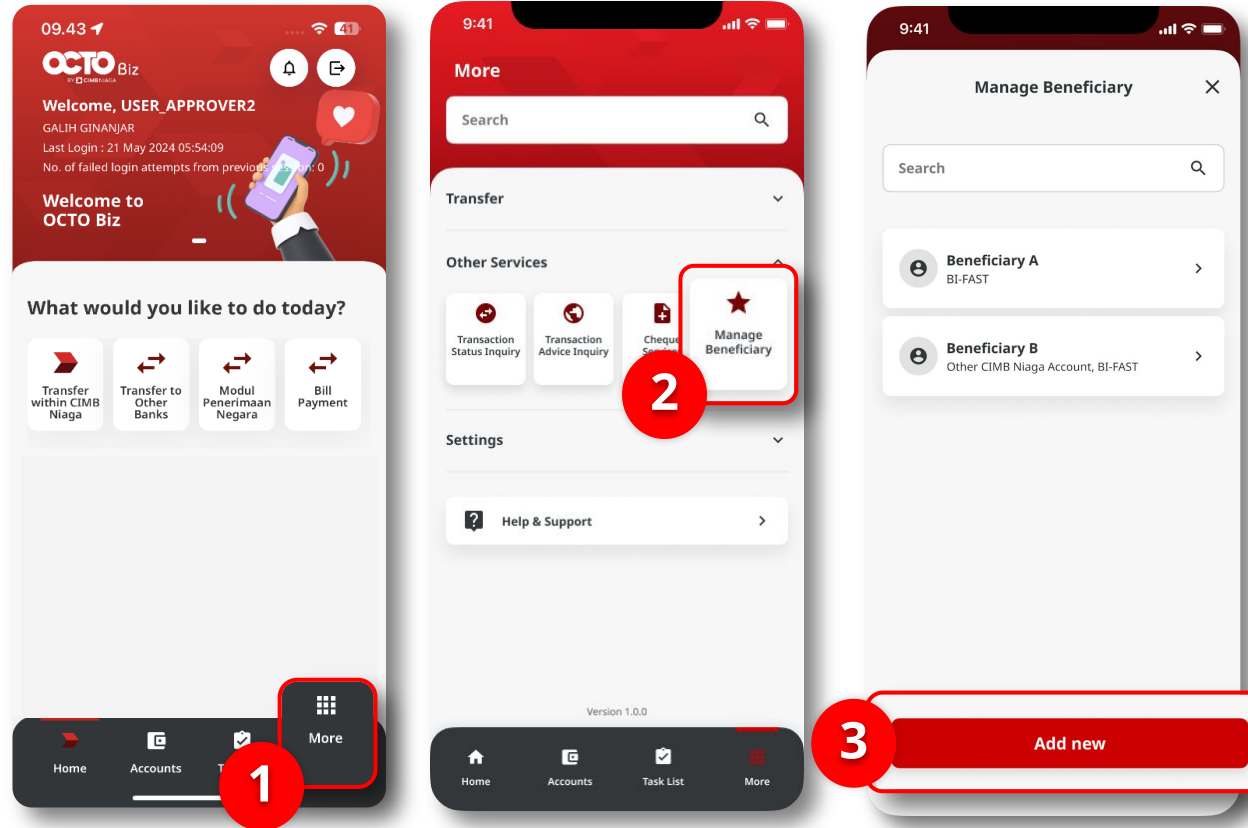
LANGKAH

02

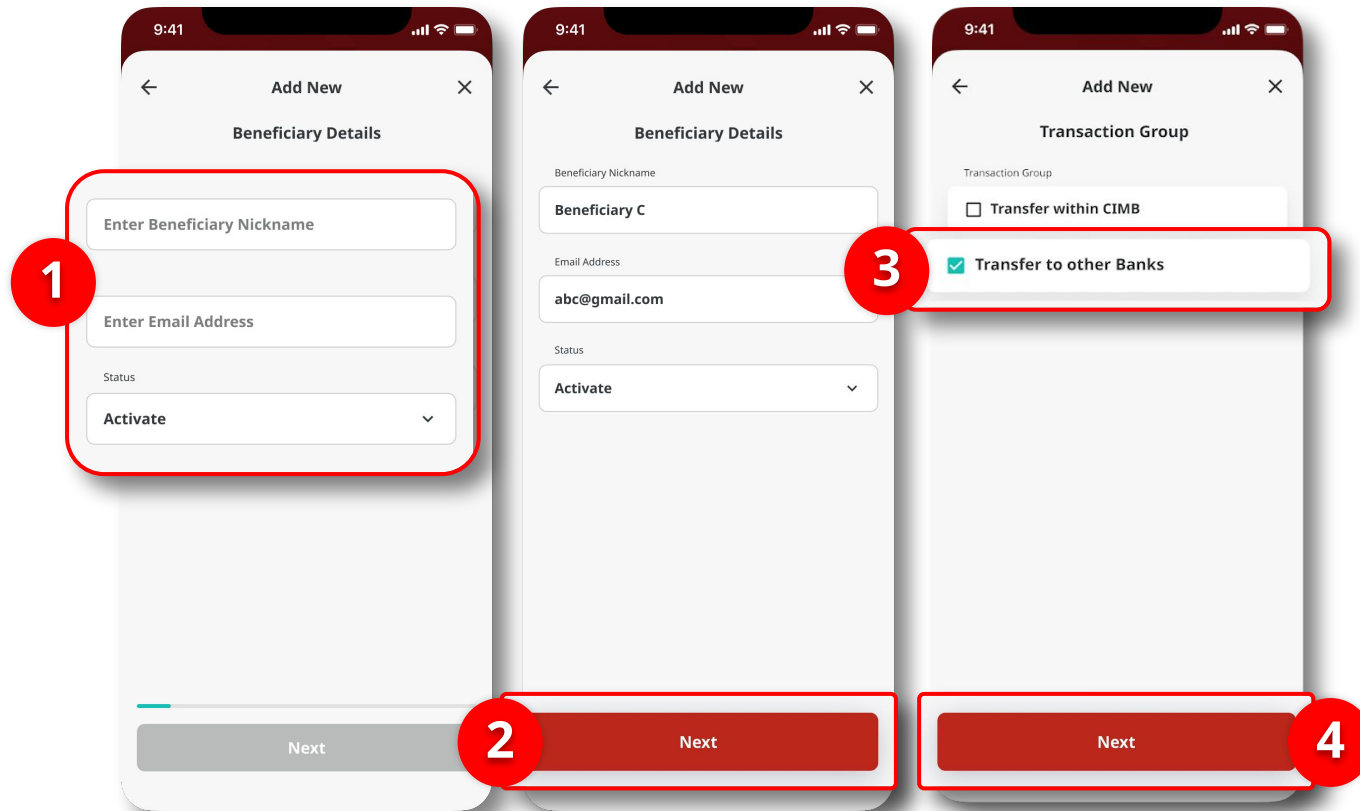
MAKER

Add | Manage Beneficiary

Menu: Service > Manage Beneficiary



- 1 Klik Menu **More**
- 2 Klik **Manage Beneficiary**
- 3 Sistem akan menampilkan halaman **Manage Beneficiary**, Klik **Add Now**



- 1 Lengkapi **Beneficiary Details**
- 2 Klik **Next**
- 3 Pilih **Transfer to Other Banks** sebagai **Transaction Group**
- 4 Klik **Next**

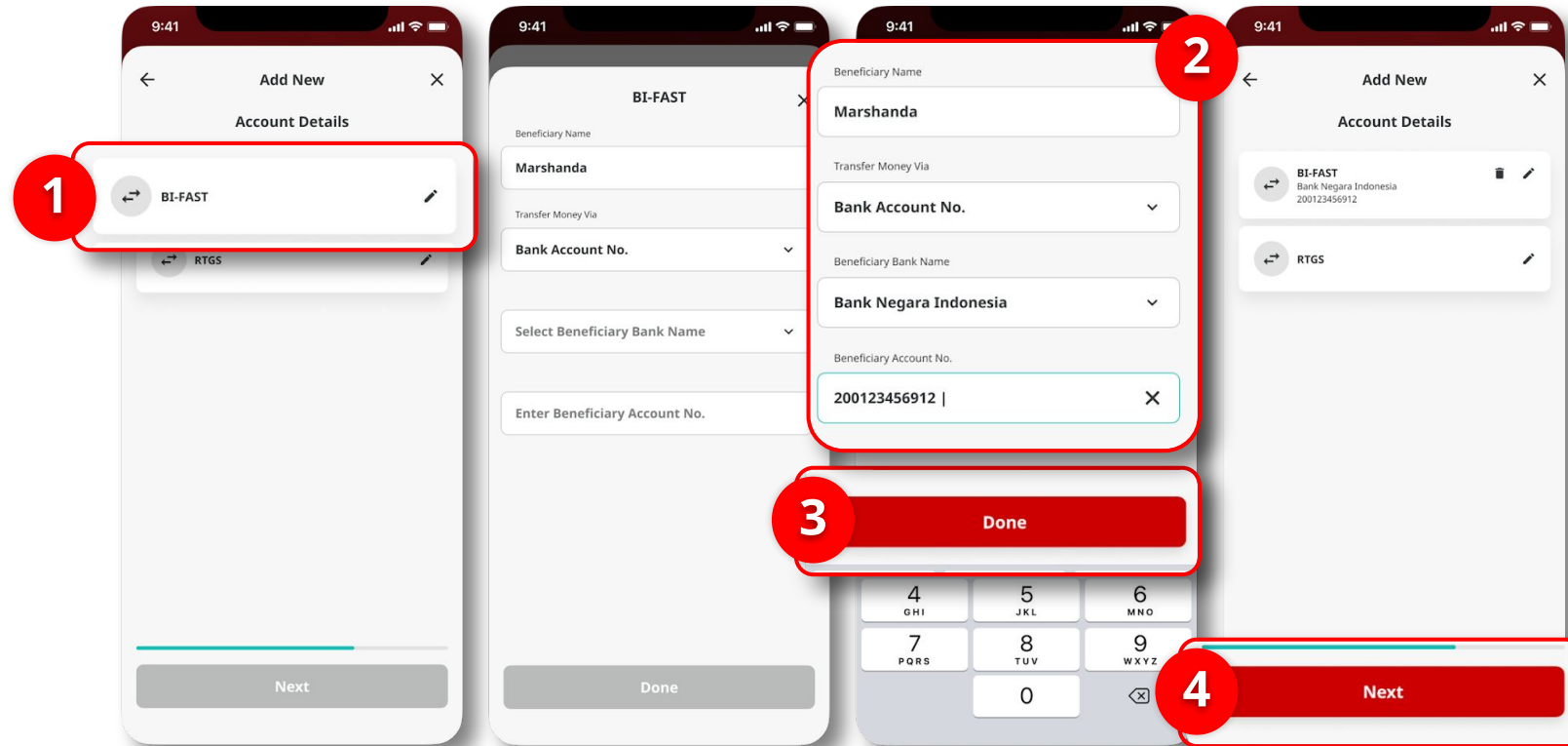
LANGKAH

04

MAKER

Add | Manage Beneficiary

Menu: Service > Manage Beneficiary

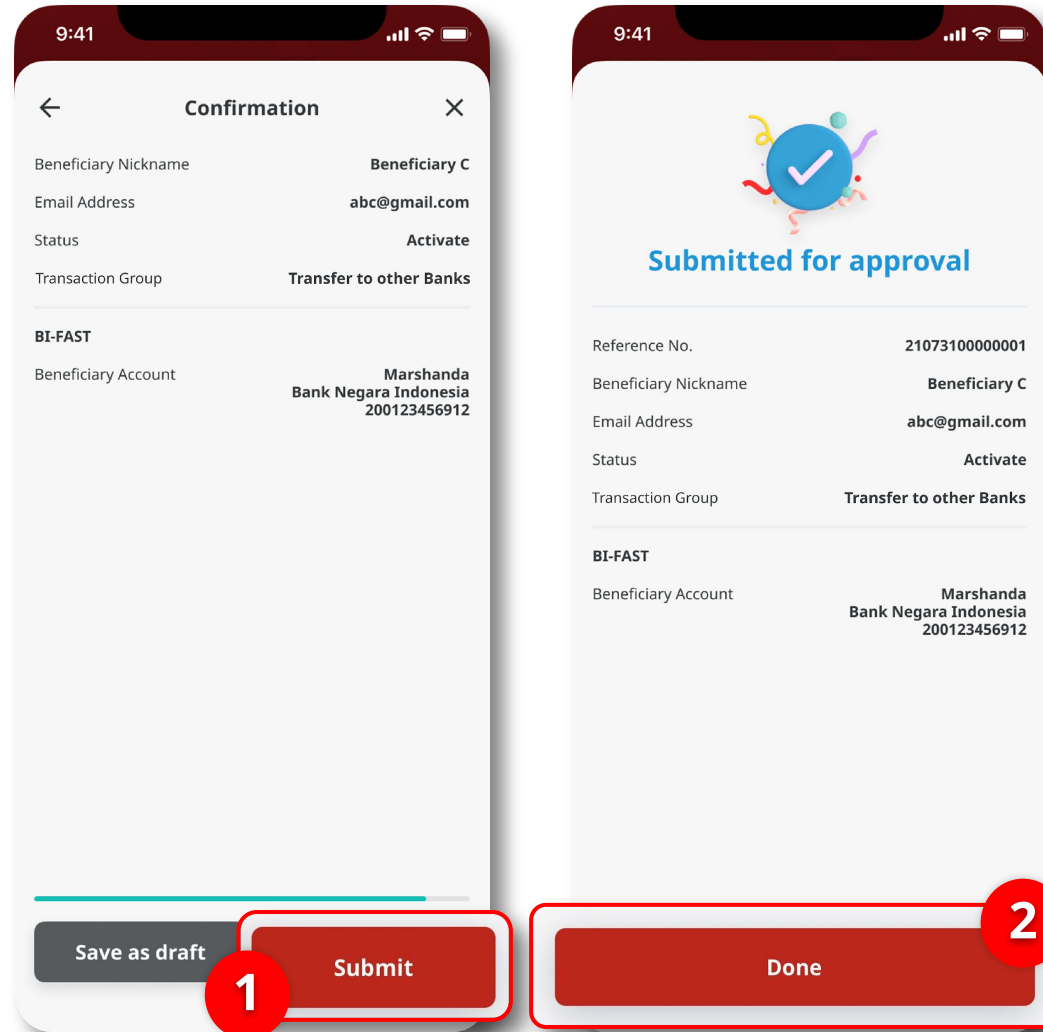


1 Pilih **BI-FAST** Sebagai **Account Details**

2 Lengkapi **Detail Transaksi**

3 Klik **Done**

4 Klik **Next**



- 1 Sistem akan menampilkan **halaman Confirmation**, Klik **Submit**
- 2 Jika berhasil, sistem akan mengarahkan ke halaman **Submitted for Approval**, Klik **Done**

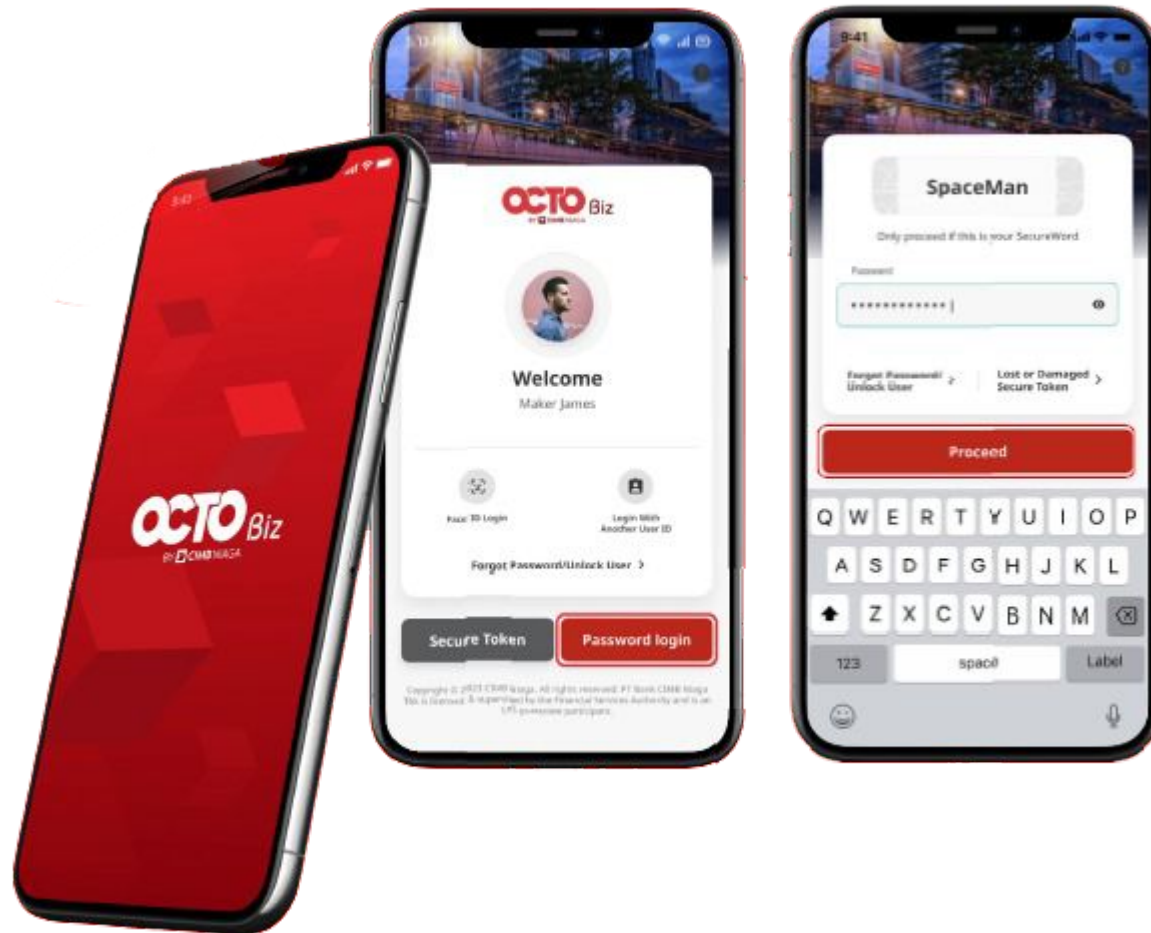
Manage Beneficiary

Create Transaction

Add

Modify

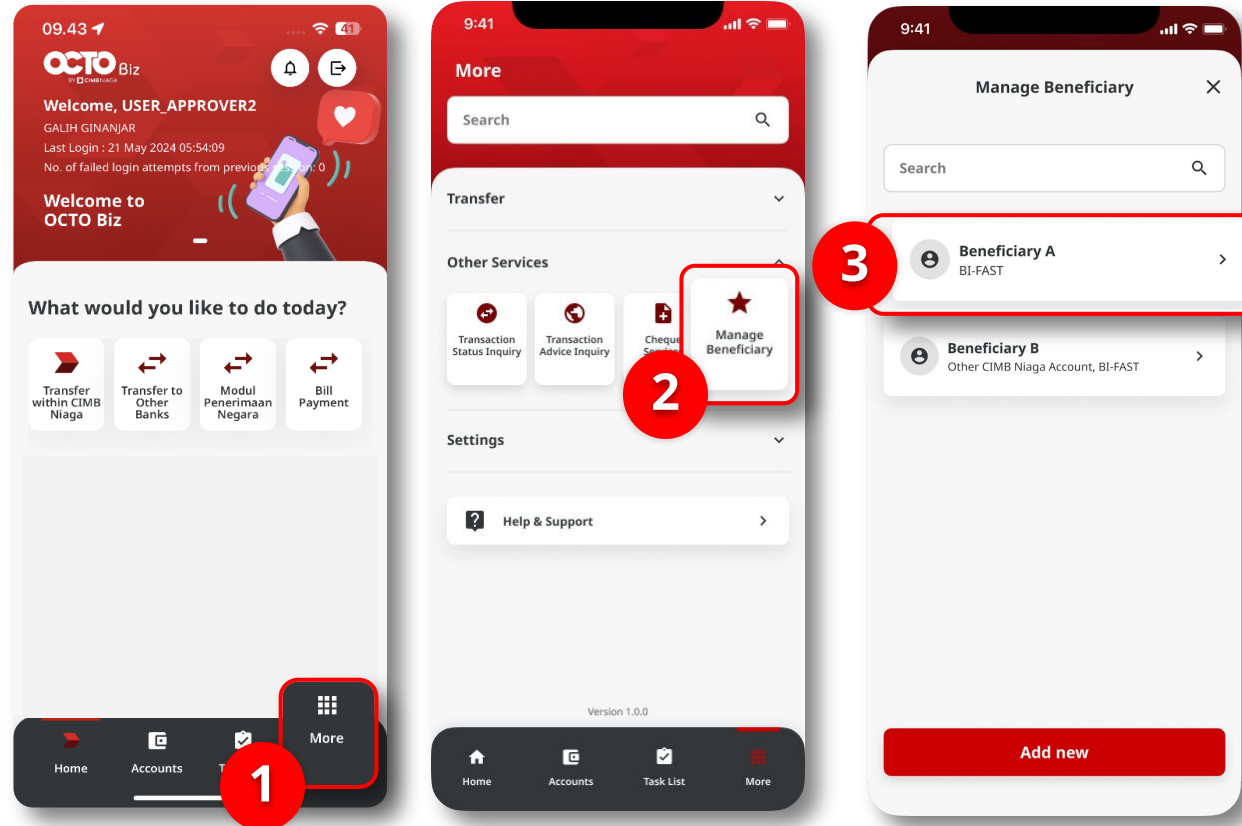
Delete



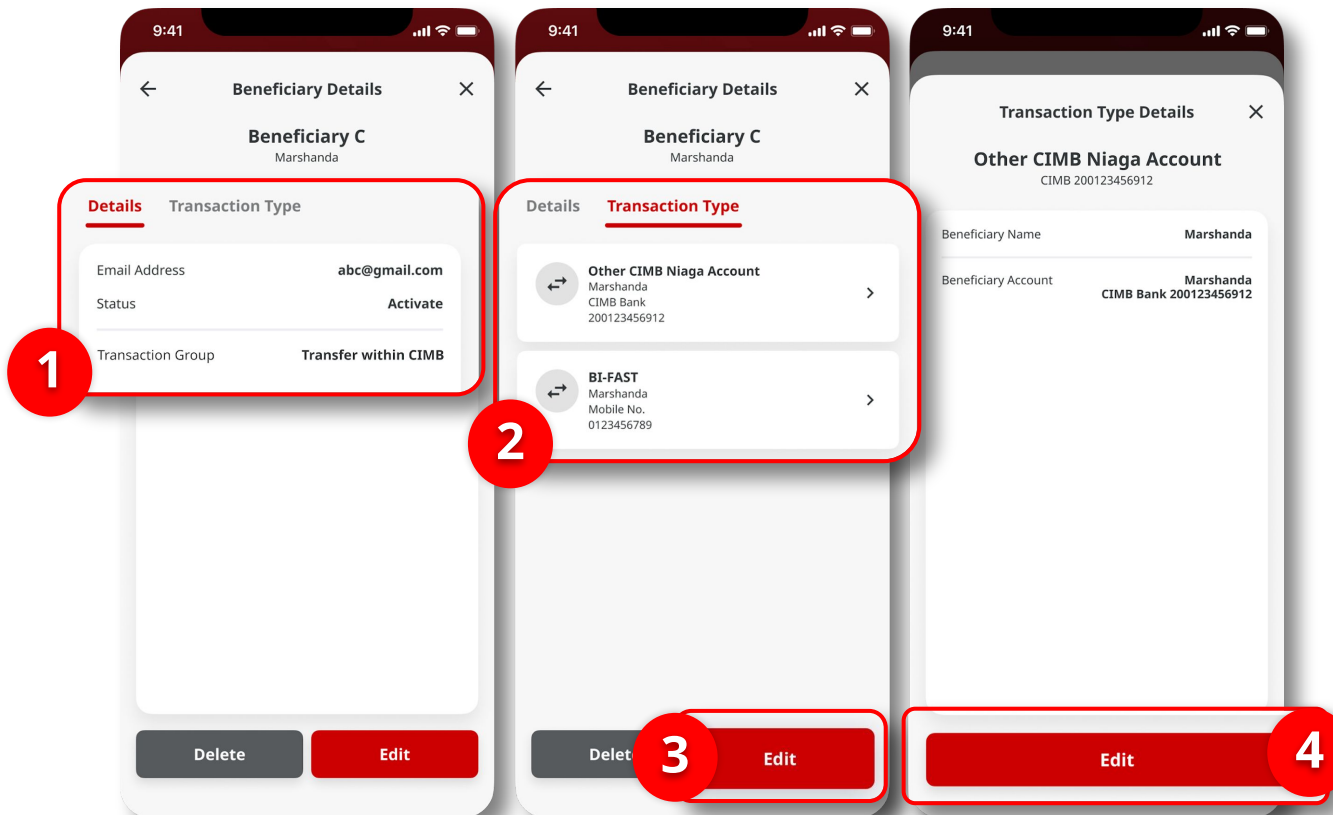
Login sebagai ***Maker***

1 Isi ***Password***

2 Klik ***Proceed***

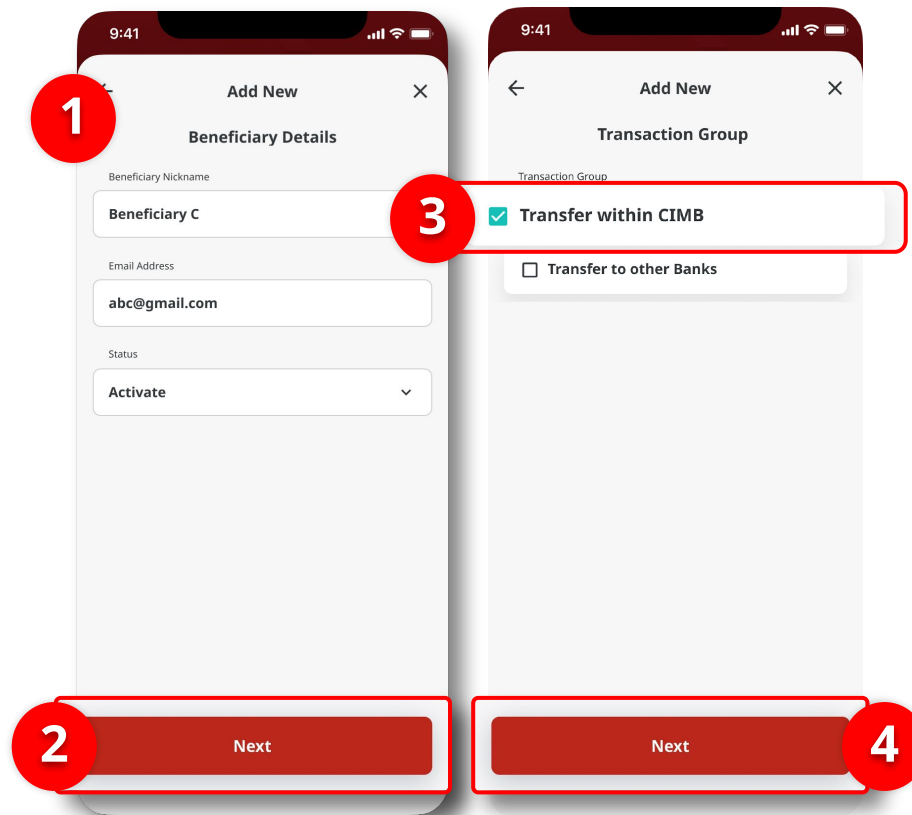


- 1 Klik Menu **More**
- 2 Klik **Manage Beneficiary**
- 3 Sistem akan menampilkan halaman **Manage Beneficiary**, Pilih **Beneficiary yang akan di Edit**



Sistem akan menampilkan halaman **Manage Beneficiary**

- 1 Klik **Transaksi** yang ingin di **Edit**
- 2 Klik **Edit**
- 3 Edit **Details** yang dibutuhkan
- 4 Klik **Next**

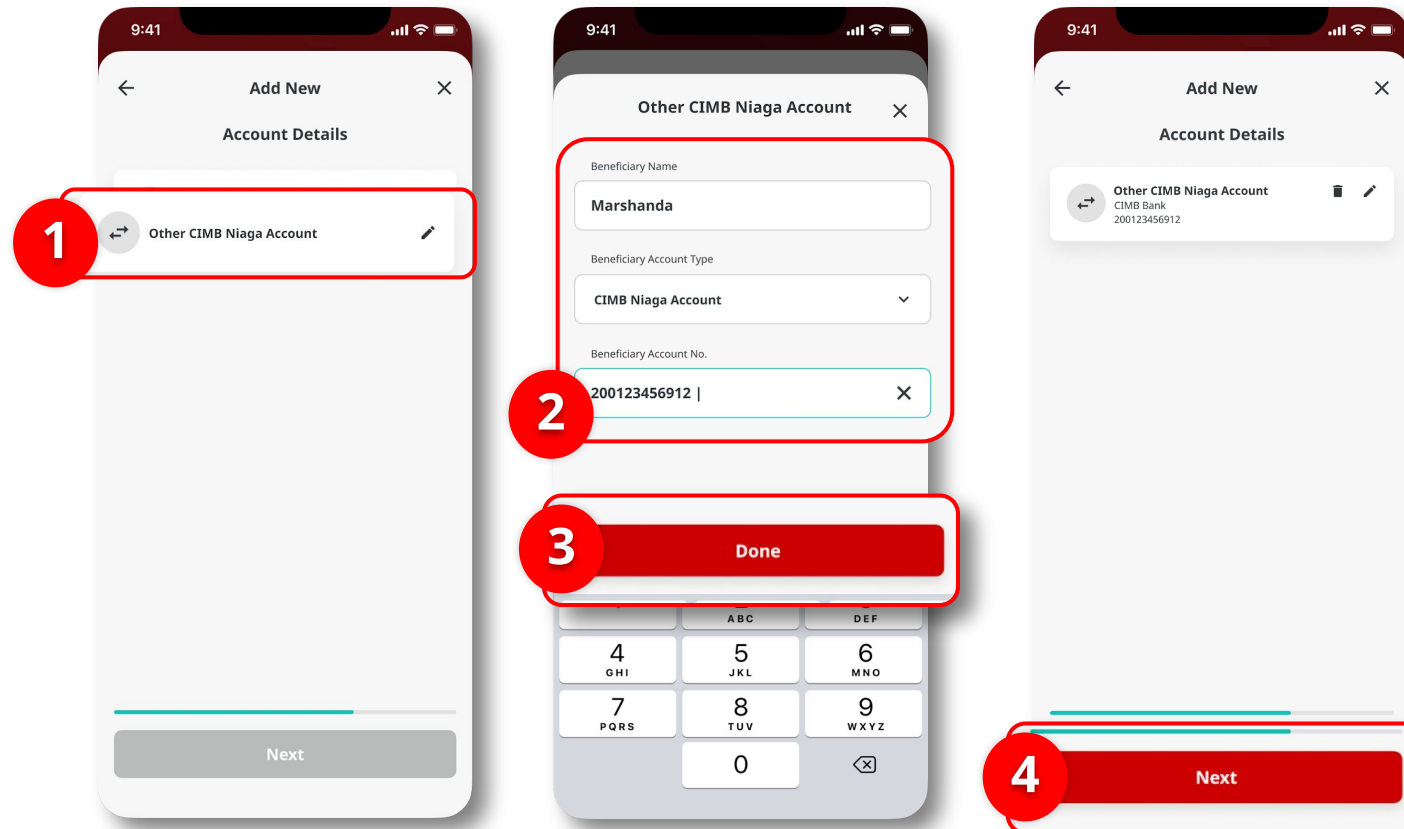


1 Sistem akan mengarahkan ke Halaman **Beneficiary Details**

2 Klik **Next**

3 Pilih **Transfer within CIMB** sebagai **Transaction Group**

4 Klik **Next**

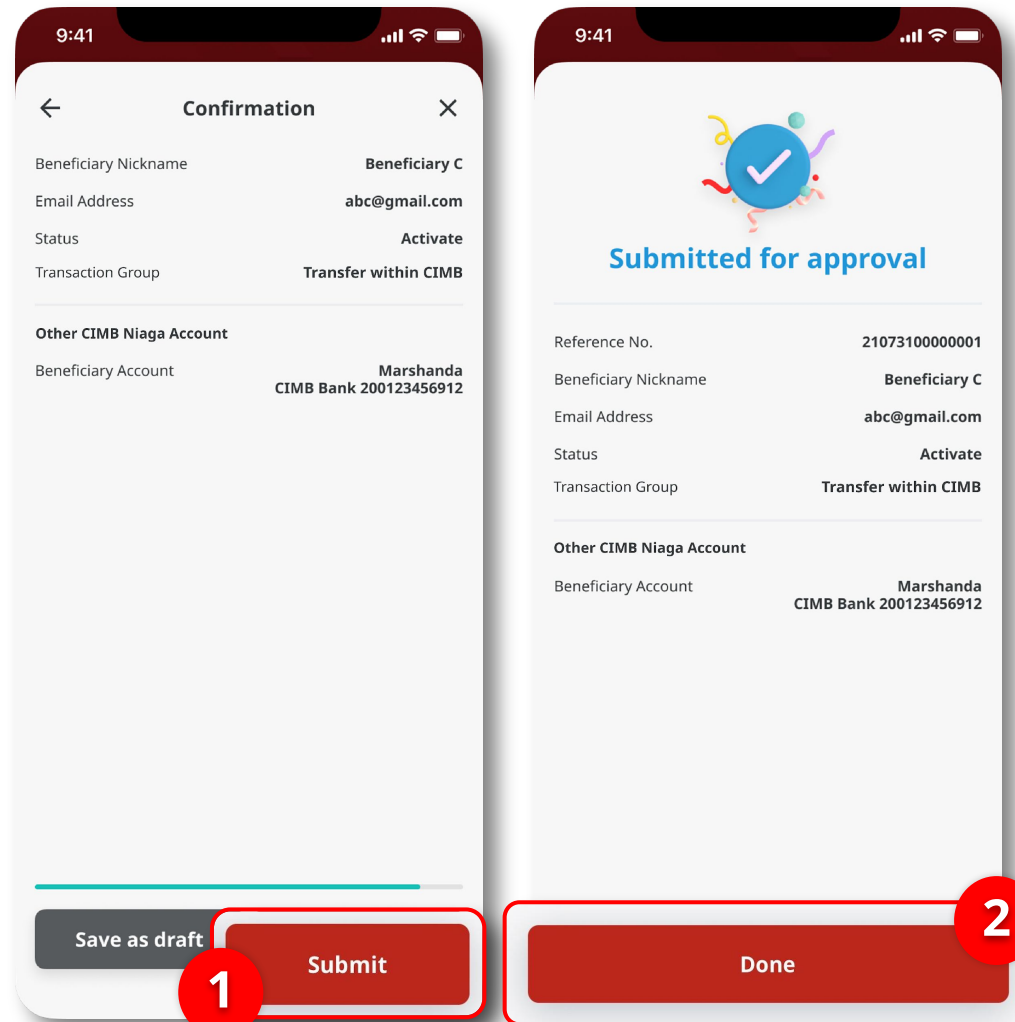


1 Pilih **Other CIMB Niaga Accounts** Sebagai **Account Details**

2 Edit **Detail** Transaksi

3 Klik **Done**

4 Klik **Next**



- 1 Sistem akan menampilkan halaman **Confirmation**, Klik **Submit**
- 2 Jika berhasil, sistem akan mengarahkan ke halaman **Submitted for Approval**, Klik **Done**

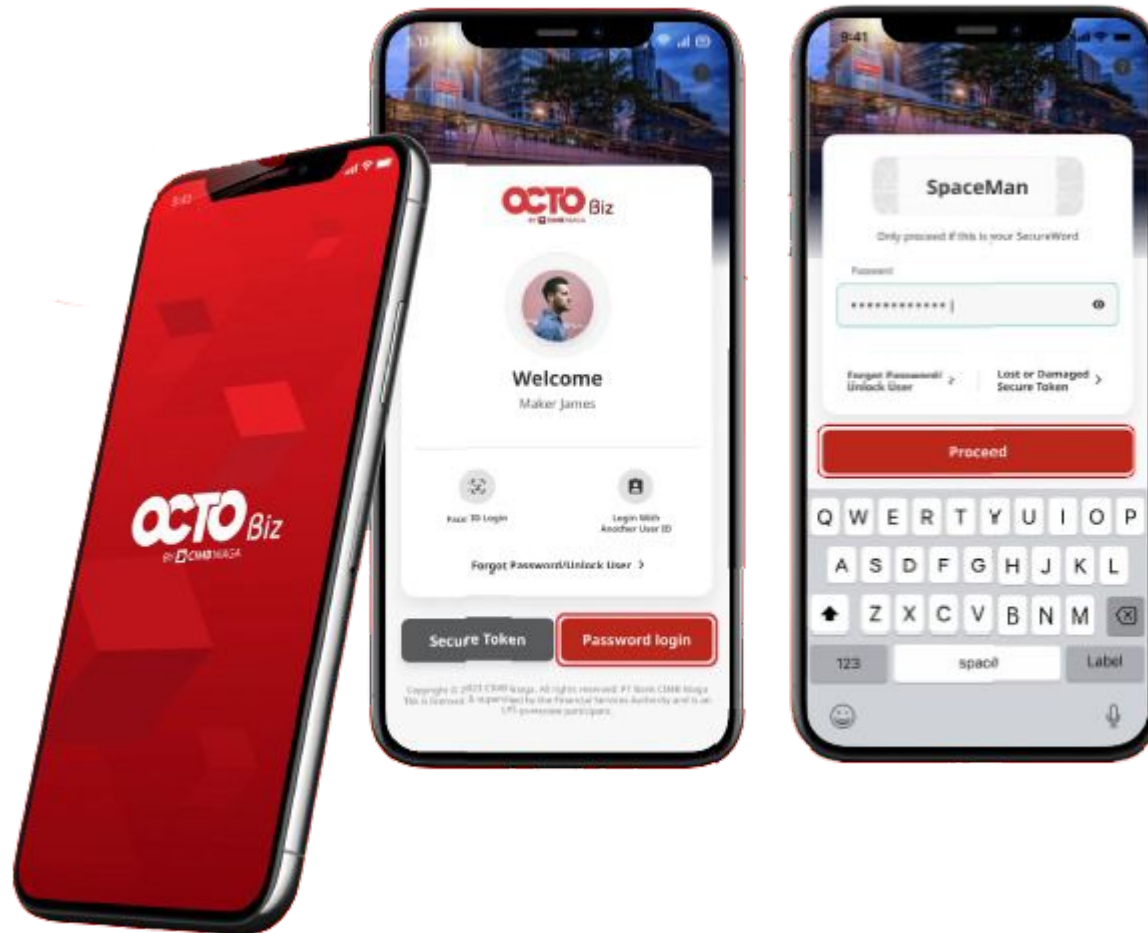
Manage Beneficiary

Create Transaction

Add

Modify

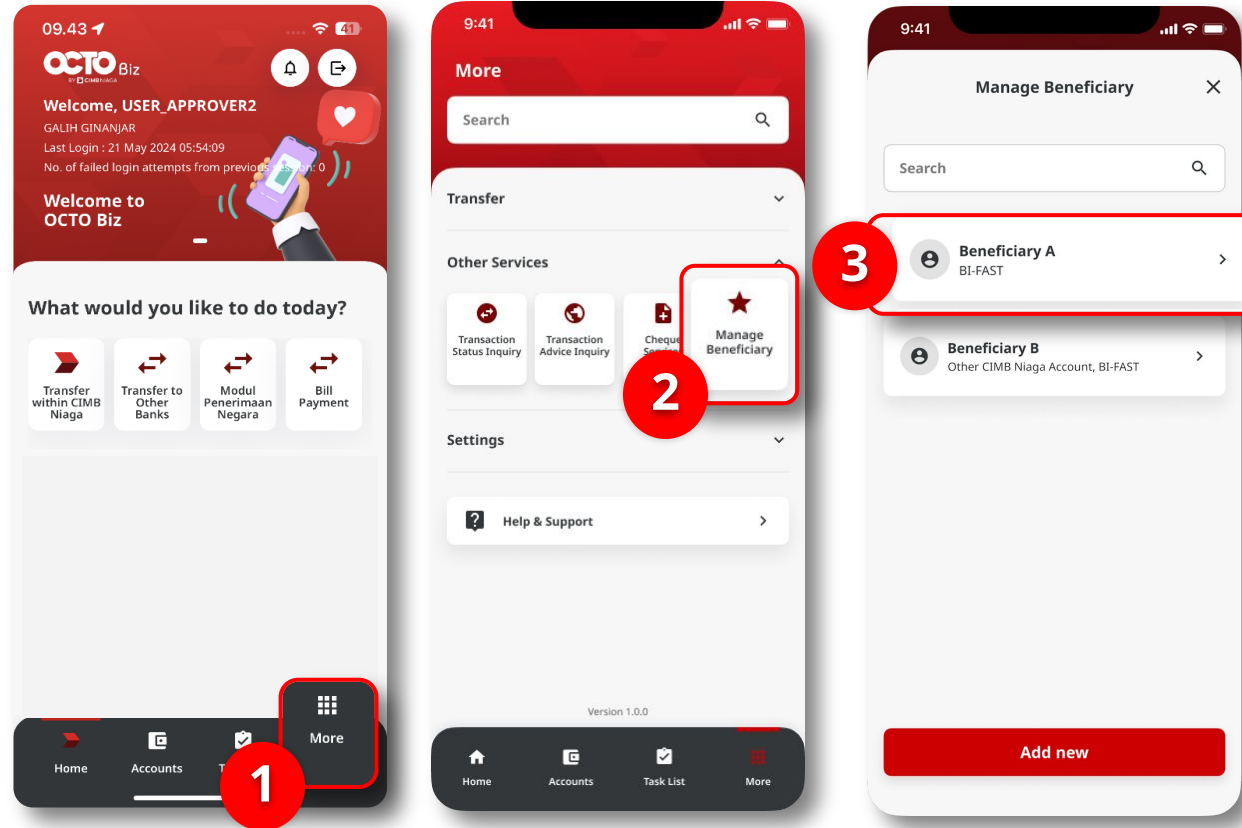
Delete



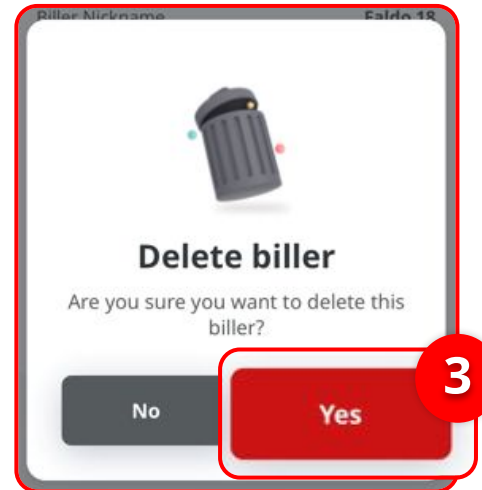
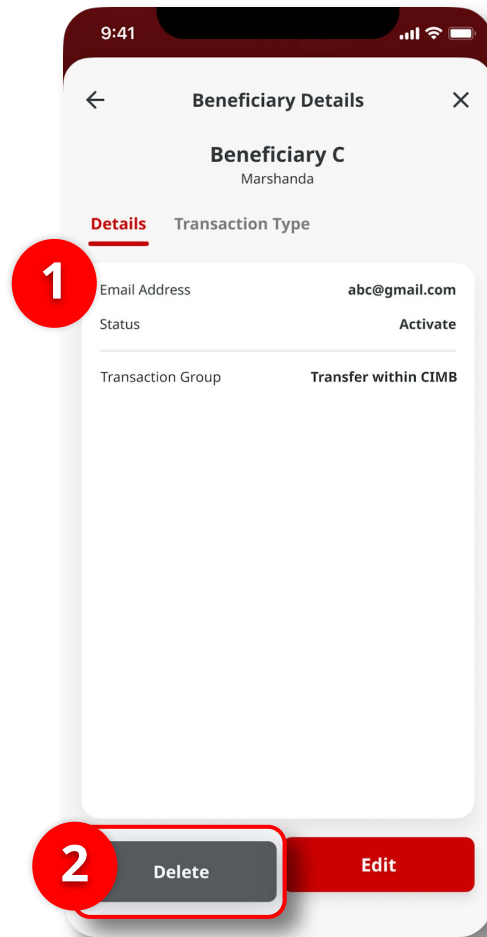
Login sebagai ***Maker***

1 Isi ***Password***

2 Klik ***Proceed***

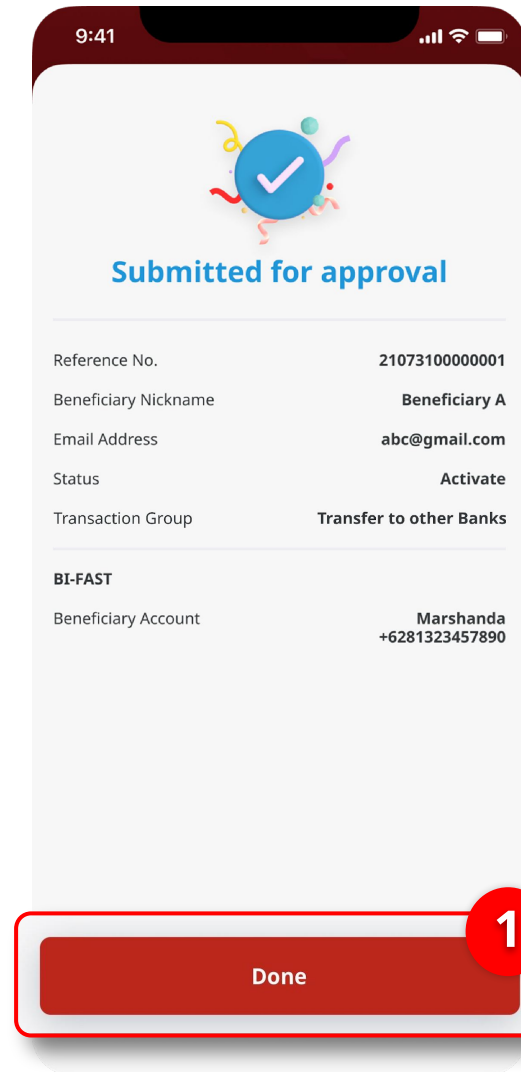


- 1 Klik Menu **More**
- 2 Klik **Manage Beneficiary**
- 3 Sistem akan menampilkan halaman **Manage Beneficiary**, Pilih **Beneficiary yang akan di Delete**



Sistem akan menampilkan halaman **Beneficiary Details**

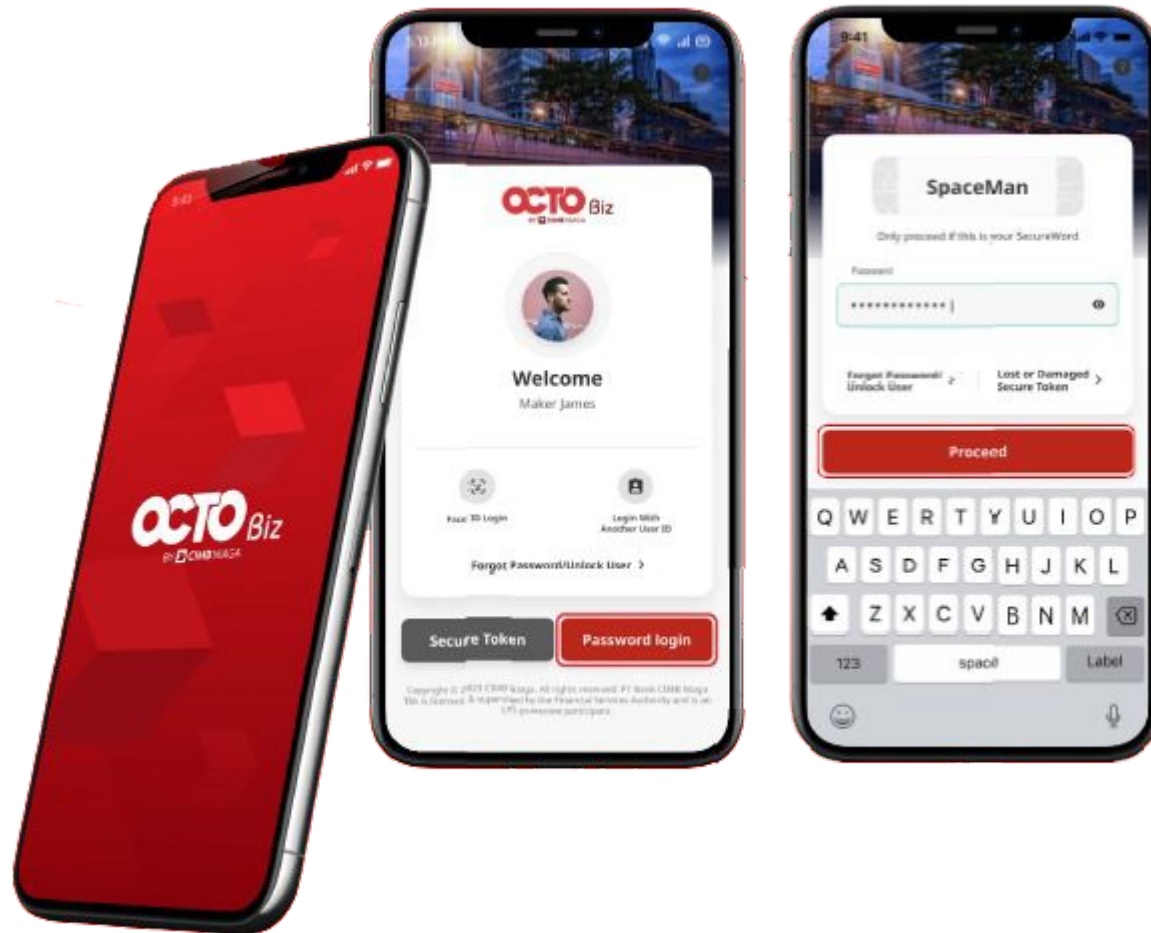
- 1 Tinjau **Transaksi** yang ingin di **Delete**
- 2 Klik **Delete**
- 3 Sistem akan menampilkan **Popup Delete Biller**, Klik **Yes**



- 1 Jika berhasil, sistem akan mengarahkan ke halaman ***Submitted for Approval***, Klik ***Done***

Manage Beneficiary

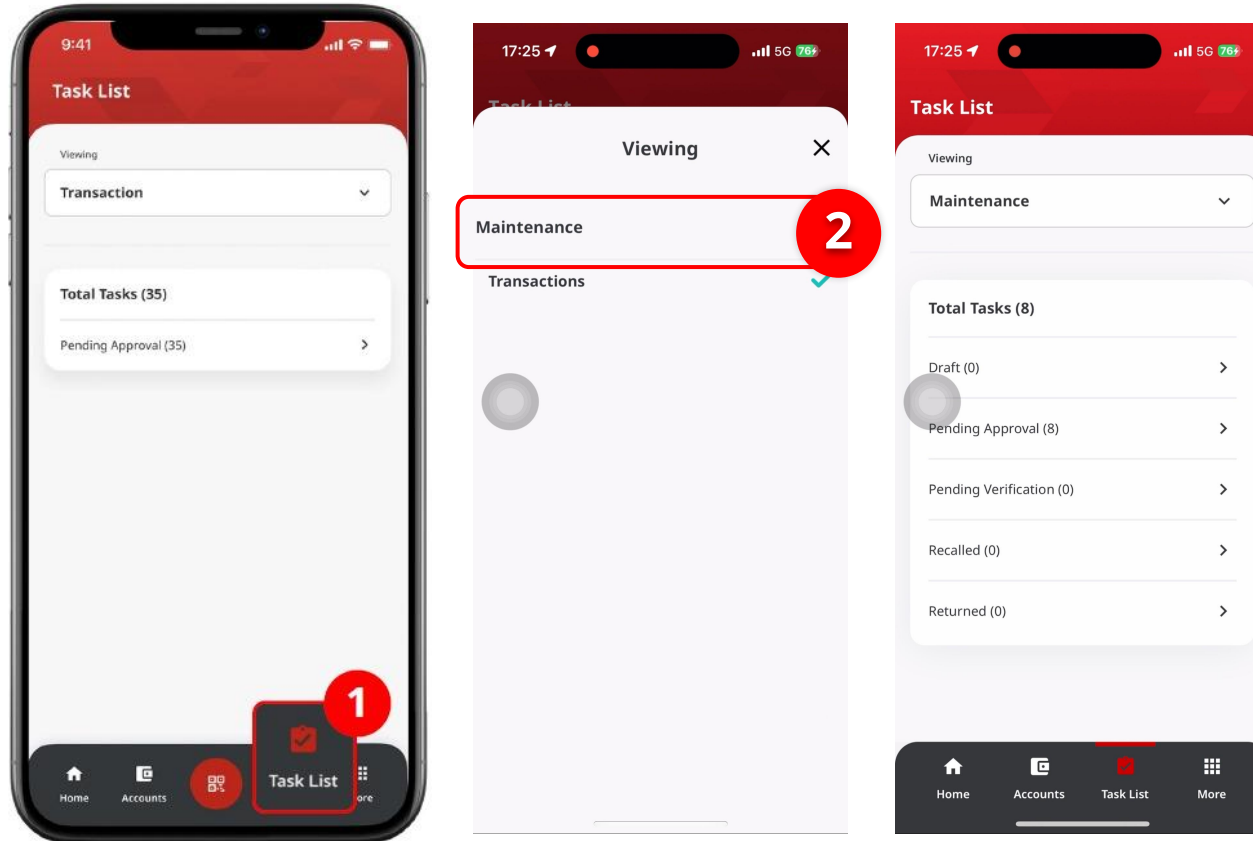
Approve Transaction



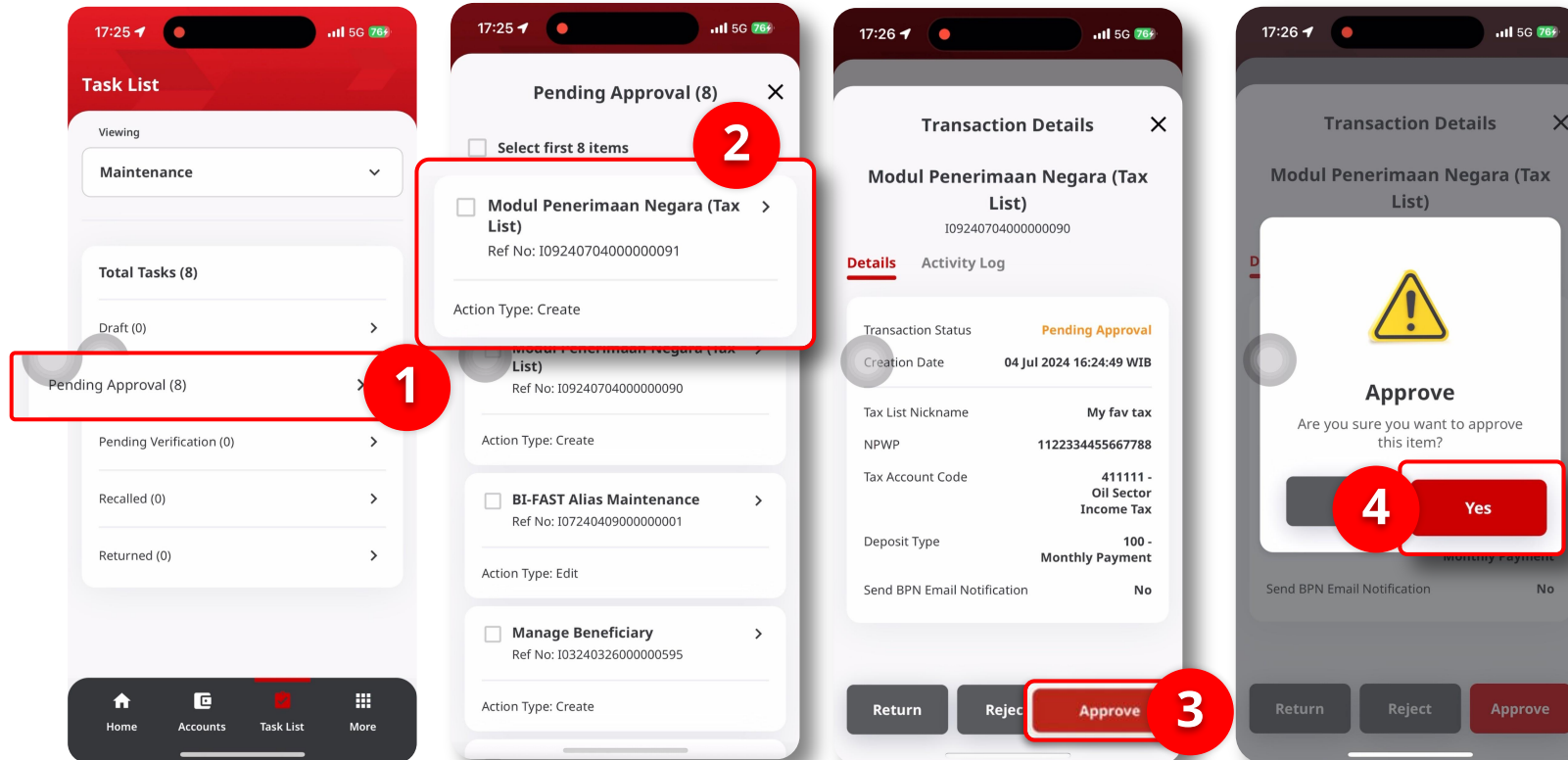
Login sebagai **Approver**

1 Isi **Password**

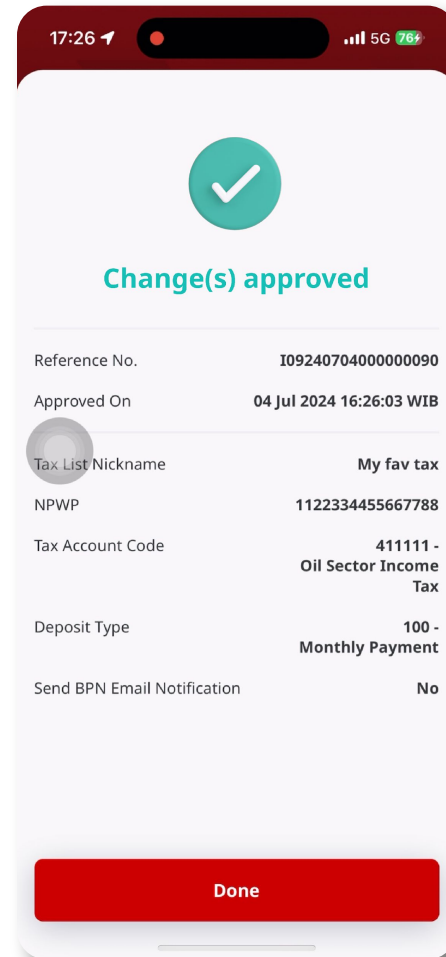
2 Klik **Proceed**



- 1 Arahkan pada menu dibawah, **klik *Task List***
- 2 Pilih ***Maintenance*** sebagai *Viewing*



- 1 Pilih **Pending Approval**
- 2 Pilih Transaksi yang ingin di **Approve**
- 3 Klik **Approve**
- 4 Klik **Yes**



Jika transaksi Berhasil, sistem akan menampilkan **halaman Acknowledgement**



OCTO Biz
BY  **CIMB NIAGA**

