

The OCTO Biz logo, with 'OCTO' in a large, bold, white sans-serif font and 'Biz' in a smaller, white sans-serif font.

Transaction

BI-Fast

Mobile

TUTORIALOCTOBIZ2025

KEJAR MIMPI

Transaction

BI-Fast

Transaction – BI-FAST adalah modul untuk melakukan mode pembayaran bagi nasabah untuk melakukan transfer instan ke penerima dari Bank Lain

Transaction – BI-FAST is a module for customers to make instant transfers to recipients from other banks

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Create
Transaction

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Approve
Transaction

BI-Fast

Create Transaction

LANGKAH

01

MAKER

Create Transaction | BI-Fast

Menu: Transfer to Other Banks



1 Klik **Password Login**

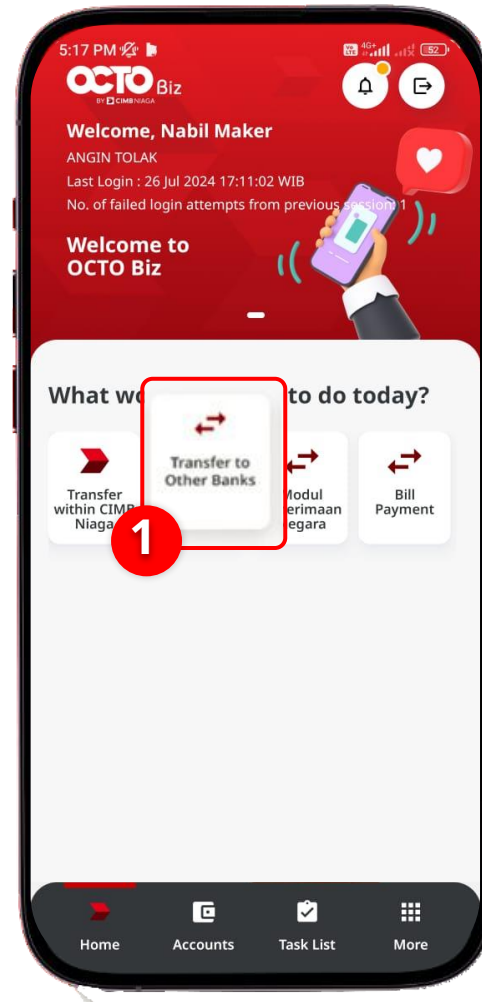
Click Password Login

2 Masukan **Password**

Input Password

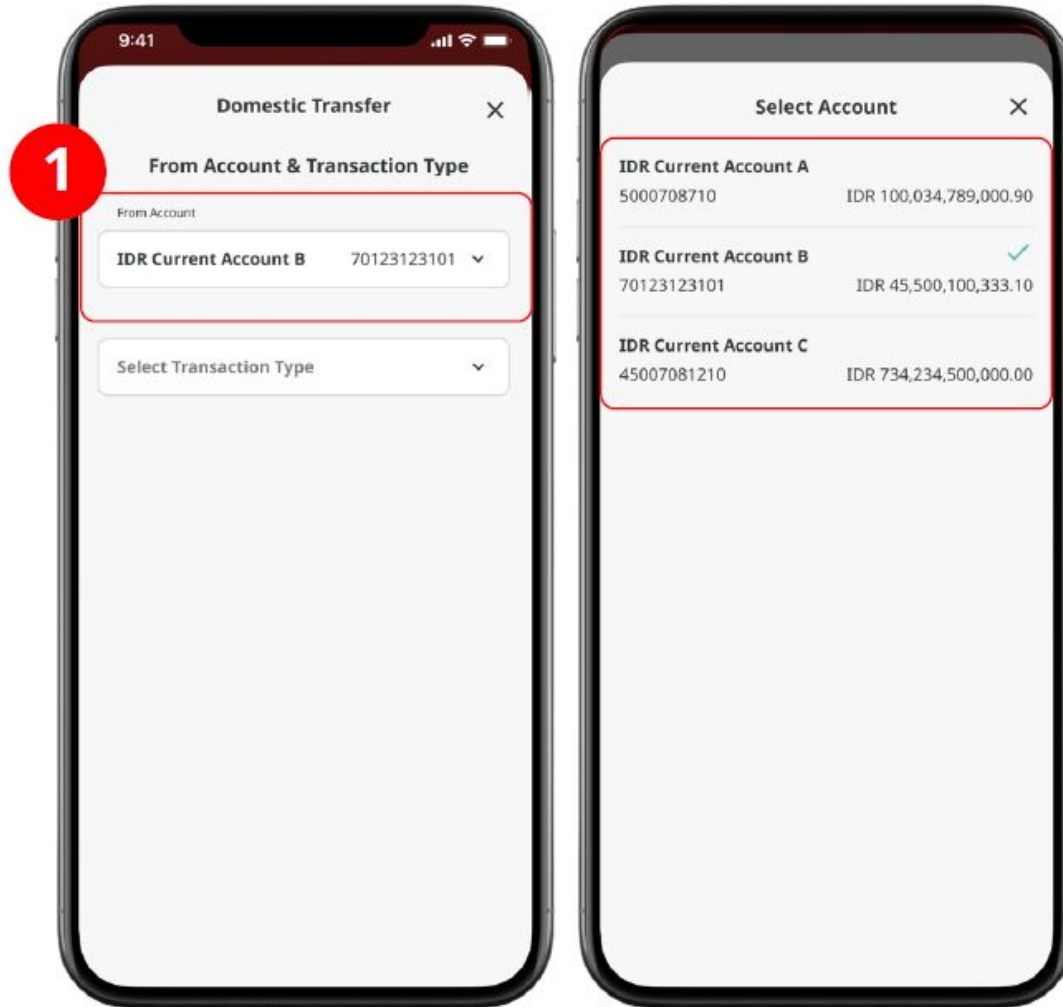
3 Klik **Proceed**

Click Proceed



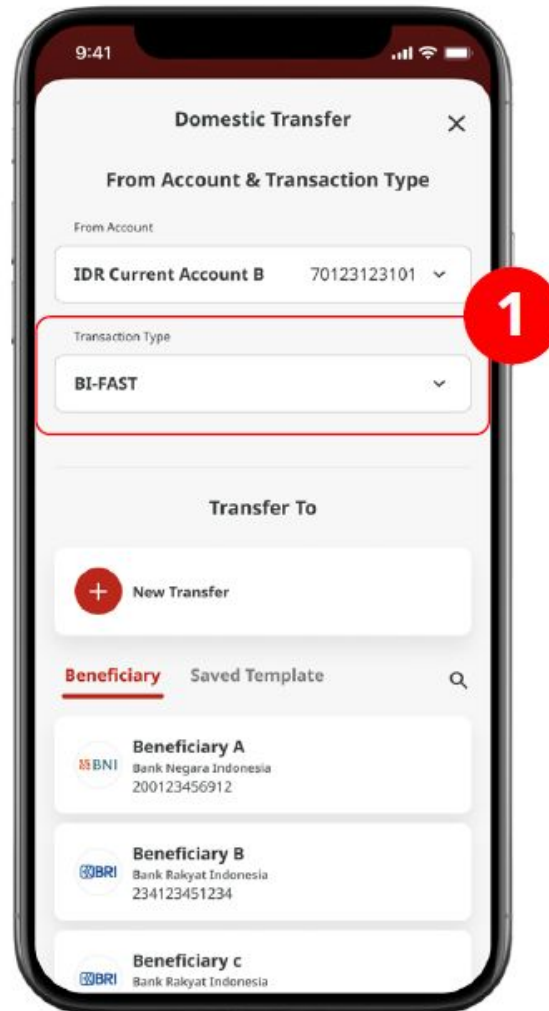
1 Klik ***Transfer to Other Banks***

*Click ***Transfer to Other Banks****



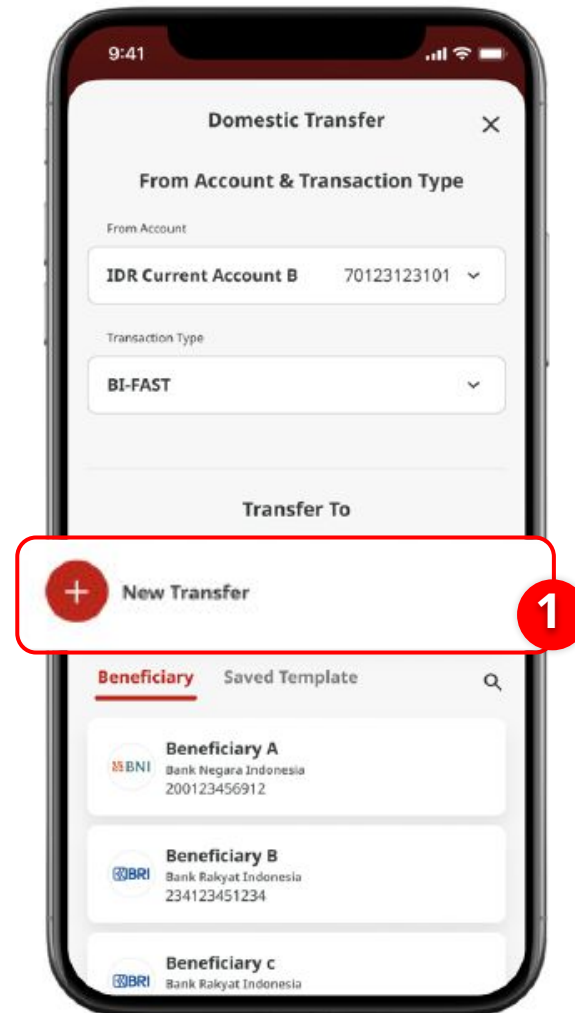
1 Pilih **From Account** dan
Pilih **Sumber Dana**

Click **From Account** and
Choose **source of funds**

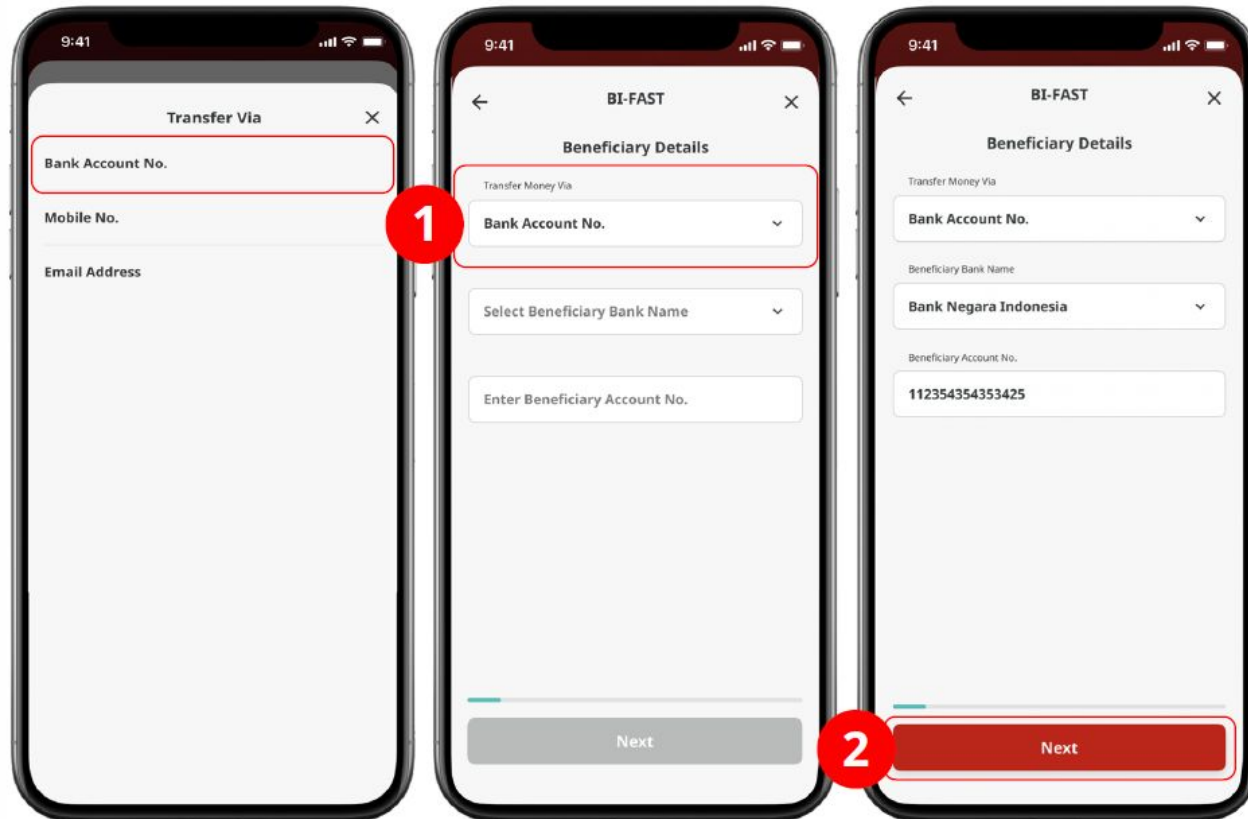


1 Pilih **BI-Fast** sebagai **Transaction Type**

*Choose **BI-Fast** as Transaction type*



- 1 Pilih **Transfer to**
Choose **Transfer to**



Jika ***Via Bank Account***

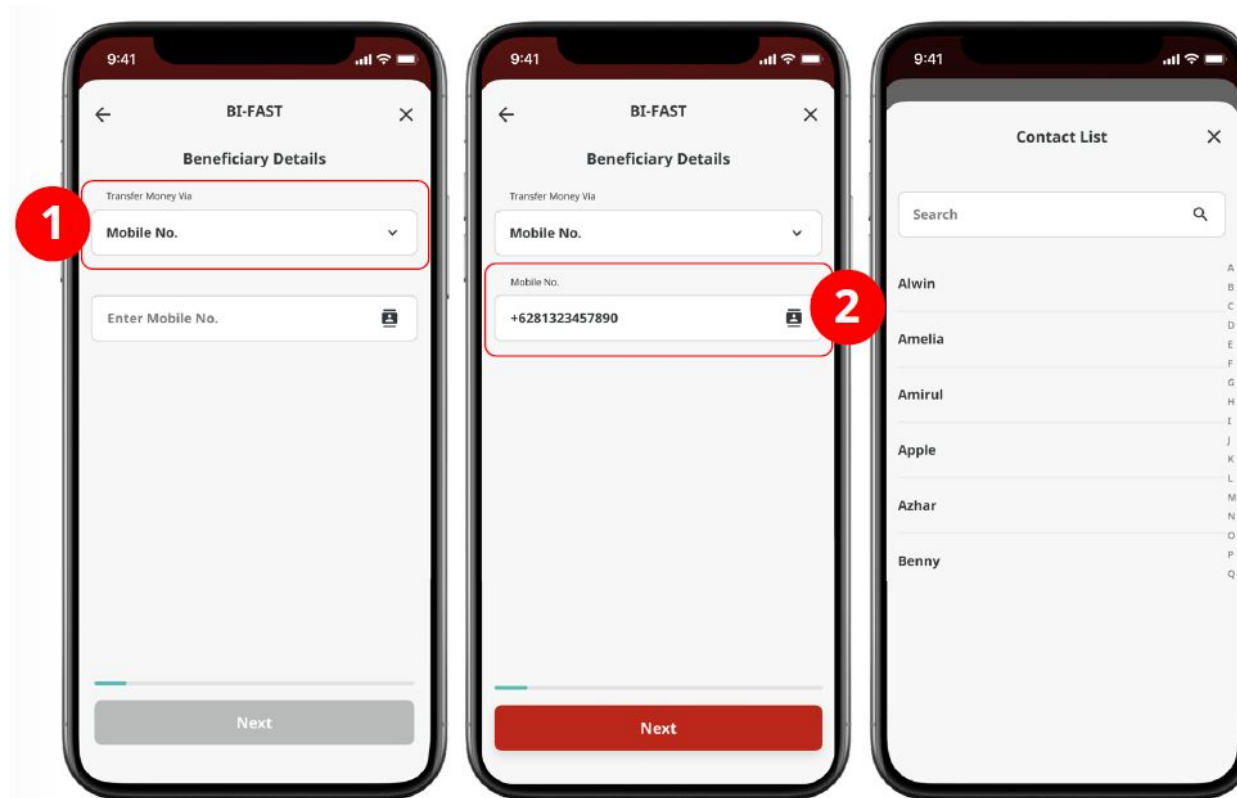
If via Bank Account

1 Pilih ***Bank Account***

Choose Bank Account

2 Klik ***Next***

Click Next



Jika **Via Mobile Number**

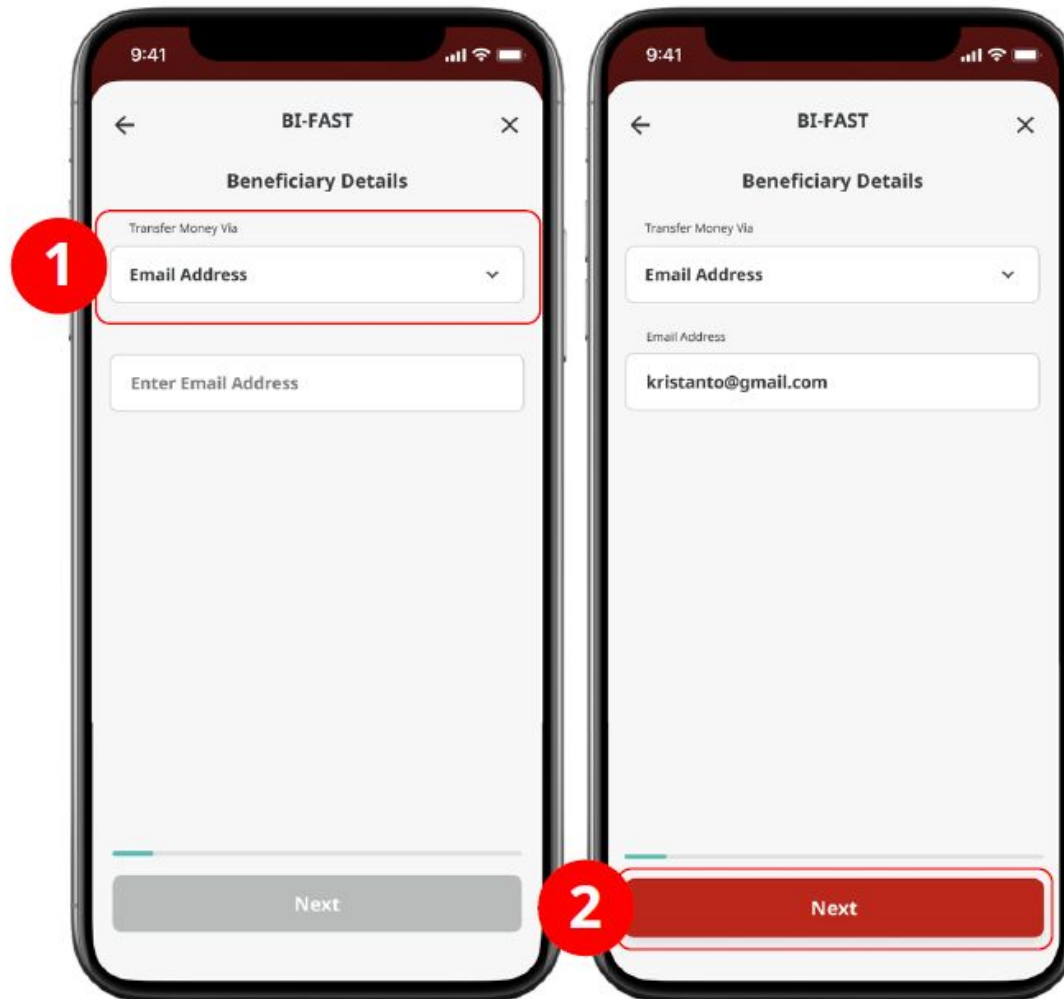
If via **Mobile Number**

- 1 Pilih **Transfer via Mobile No.**

Choose Transfer **via Mobile No.**

- 2 Pilih **Nomor Tujuan** dengan memilih **Mobile No.**

Choose **beneficiary mobile number**



Jika **Via Email Address**

If via Email Address

- 1 Pilih **Transfer via Email Address**

Choose Transfer via Email Address

- 2 Masukkan **Email Address**

Input Email Address

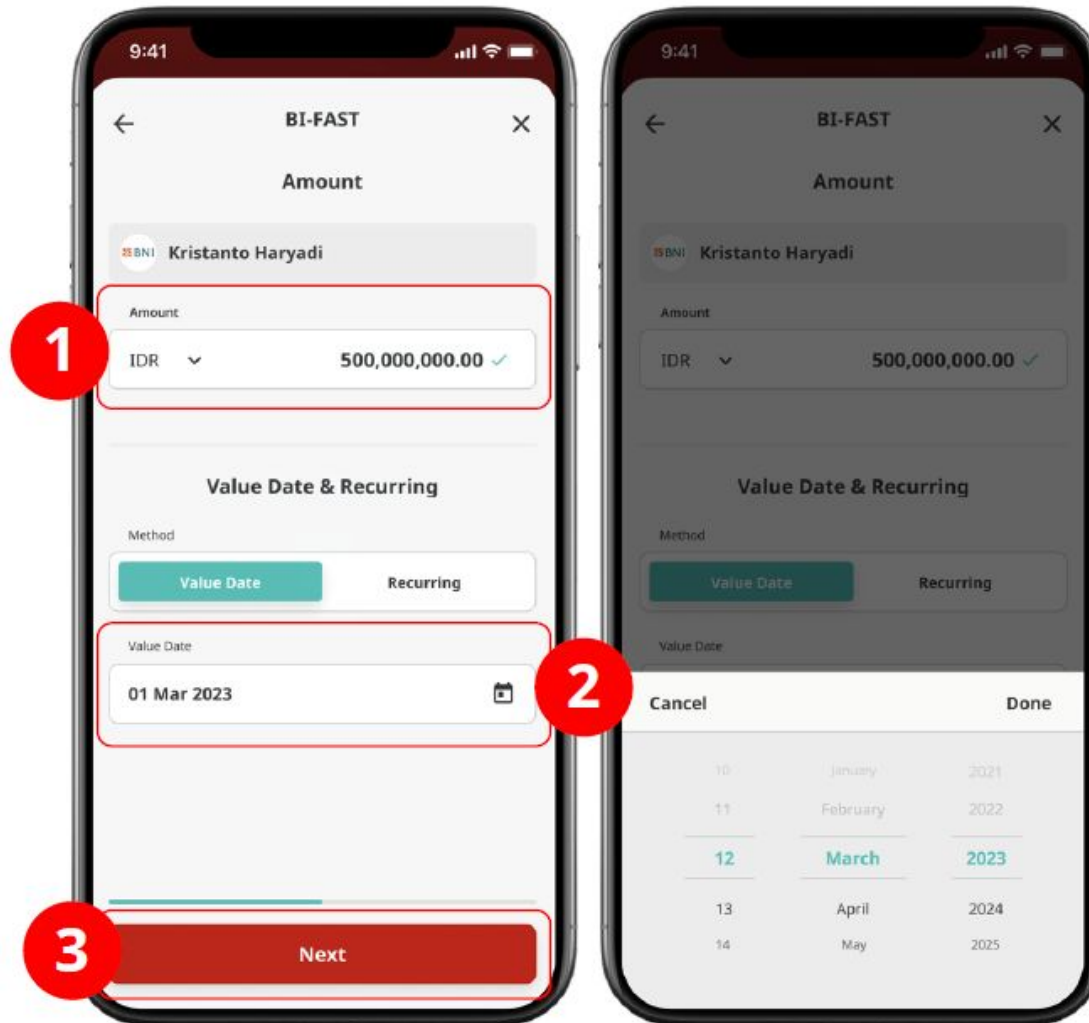
LANGKAH

07

MAKER

Create Transaction | BI-Fast

Menu: Transfer to Other Banks



- 1 Masukan **Nominal Transfer**

Input Transfer amount

- 2 Pilih **Tanggal Pengiriman**

Choose Transaction Date

- 3 Klik **Next**

Click Next

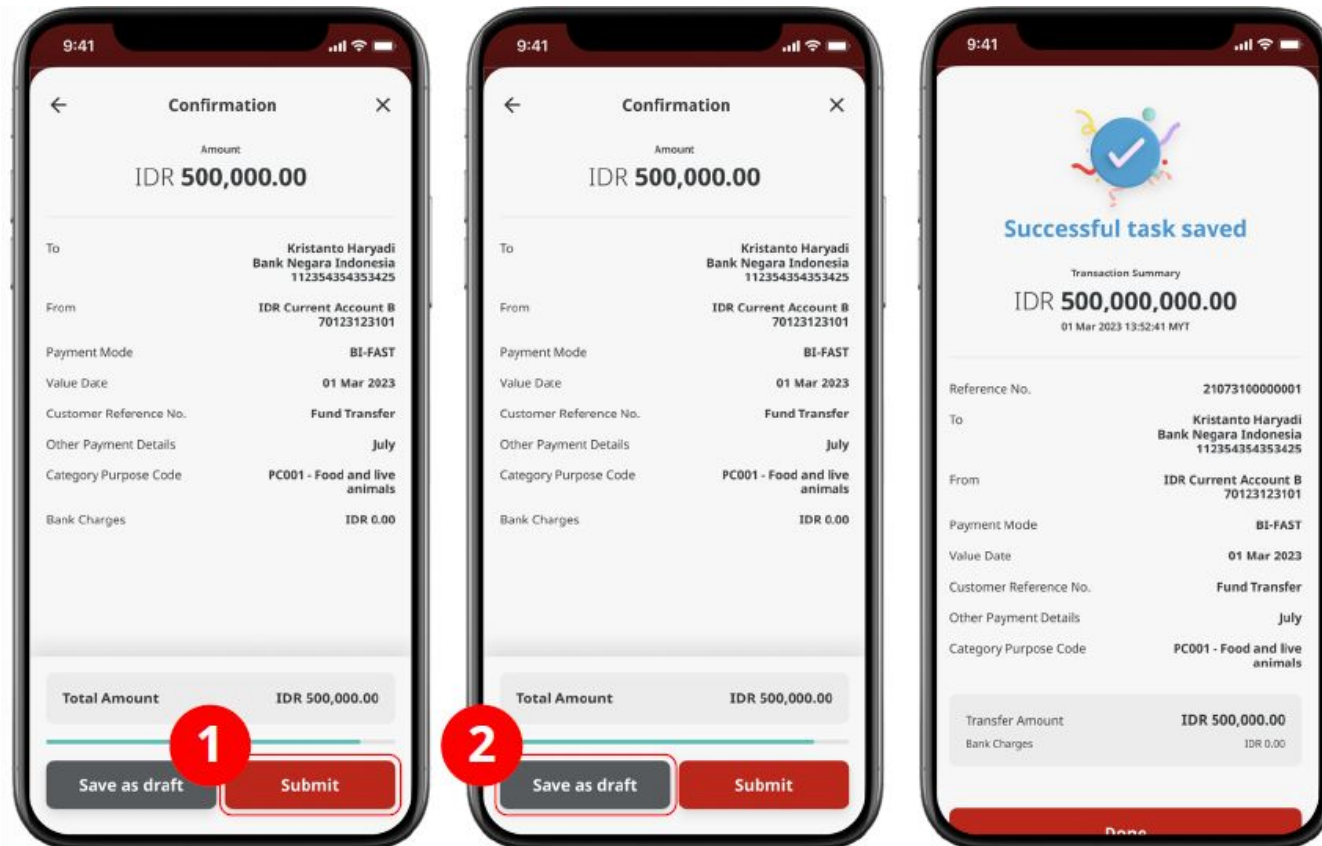
The image shows two smartphone screens side-by-side, illustrating the steps to create a transaction in the BI-Fast app.

Left Screen (Step 1): The screen is titled "BI-FAST" and "Other Details". It contains several input fields: "Customer Reference No." (empty), "Fund Transfer" (selected), "Other Payment Details (Optional)" with "July" entered, "Category Purpose Code" with "PC001 - Food and live animals" selected, and "Charges Borne by (If any)" (empty). Below these is a "Payment Advice" section with "No Advice" and "Simple Advice" options. At the bottom, there is a "Note" section and a red "Next" button. A red circle with the number "1" is placed over the top left corner of the screen, and a red circle with the number "2" is placed over the "Next" button.

Right Screen (Step 2): The screen is titled "Category Purpose Code". It has a search bar with "PC0" entered. Below the search bar, there is a list of codes: "PC001 - Food and live animals" (checked with a green checkmark), "PC002 - Beverages and tobacco", and "PC003 - Crude materials, inedible, except fuels". A keyboard is visible at the bottom of the screen.

1 Lengkapi **Other Details**
Complete **Other Details**

2 Klik **Next**
Click **Next**

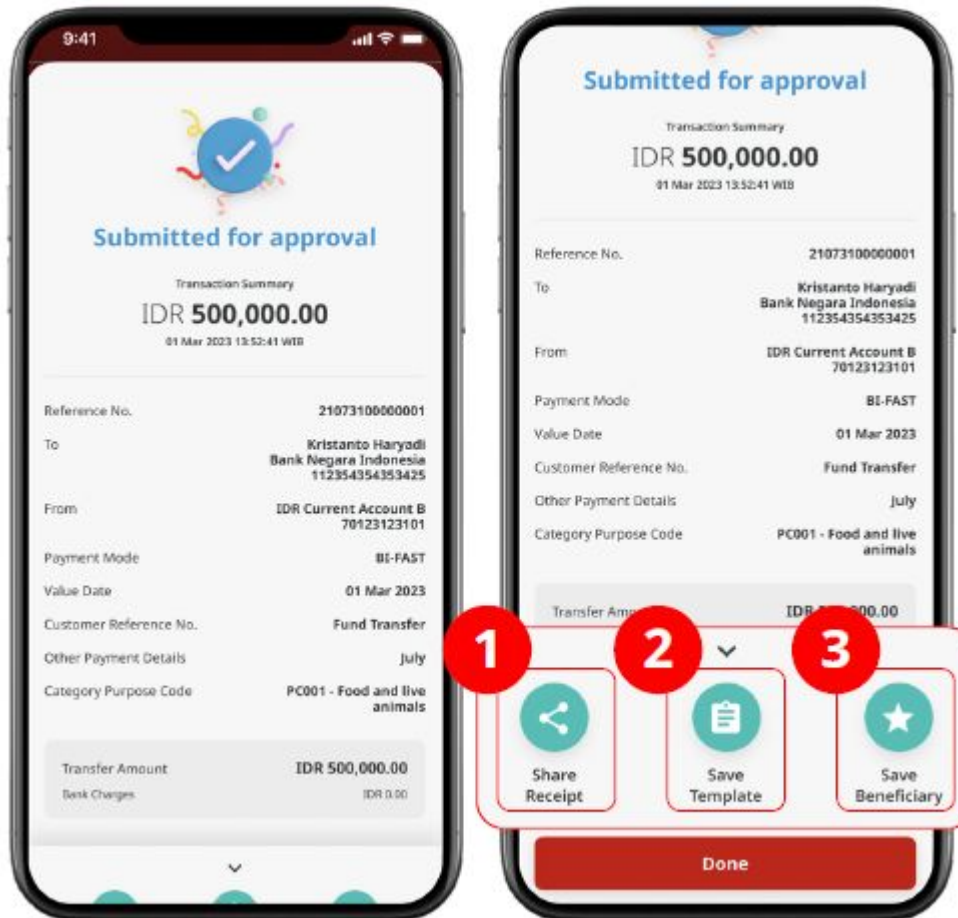


- 1 Untuk menyelesaikan Transaksi, Klik **Submit**

To *submit the transaction*, click **Submit**

- 2 Untuk menyimpan transaksi sebagai **draft**, klik **Save as Draft**

To *save transaction as draft*, Click **save as draft**



Sistem akan mengarahkan pada **halaman Acknowledgement**

System will show the **acknowledgement page**

- 1 Jika ingin **membagikan receipt**, pilih tombol **Share Receipt**
*If want to share the receipt, choose **Share Receipt** button*
- 2 Untuk merekam seluruh proses untuk **diulang lain kali**, pilih **Save Template**
*To **record and repeat** the transaction, choose **Save Template***
- 3 Untuk **menyimpan data** penerima, pilih **Save Beneficiary**
*To save **beneficiary data**, choose **Save Beneficiary***

BI-Fast

Approve Transaction

Mobile Token

Hard Token

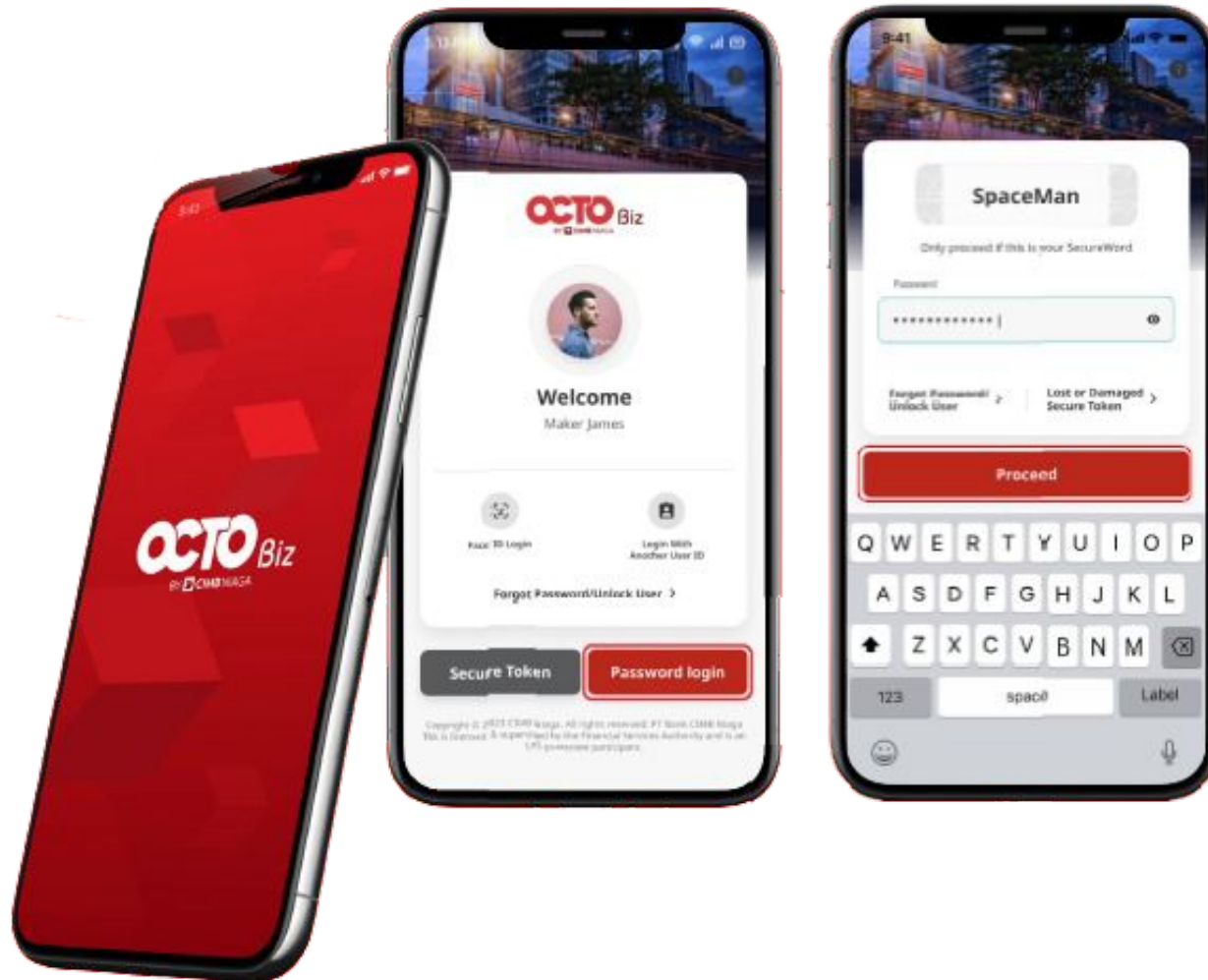
BI-Fast

Approve Transaction

Mobile Token

Proses **approval transaksi** untuk user yang memiliki atau menggunakan **Mobile Token**

Approval Transaction process using mobile token



Login sebagai **Approver**

Login as **Approver**

1 Isi **Password**

Input **Password**

2 Klik **Proceed**

Click **Proceed**

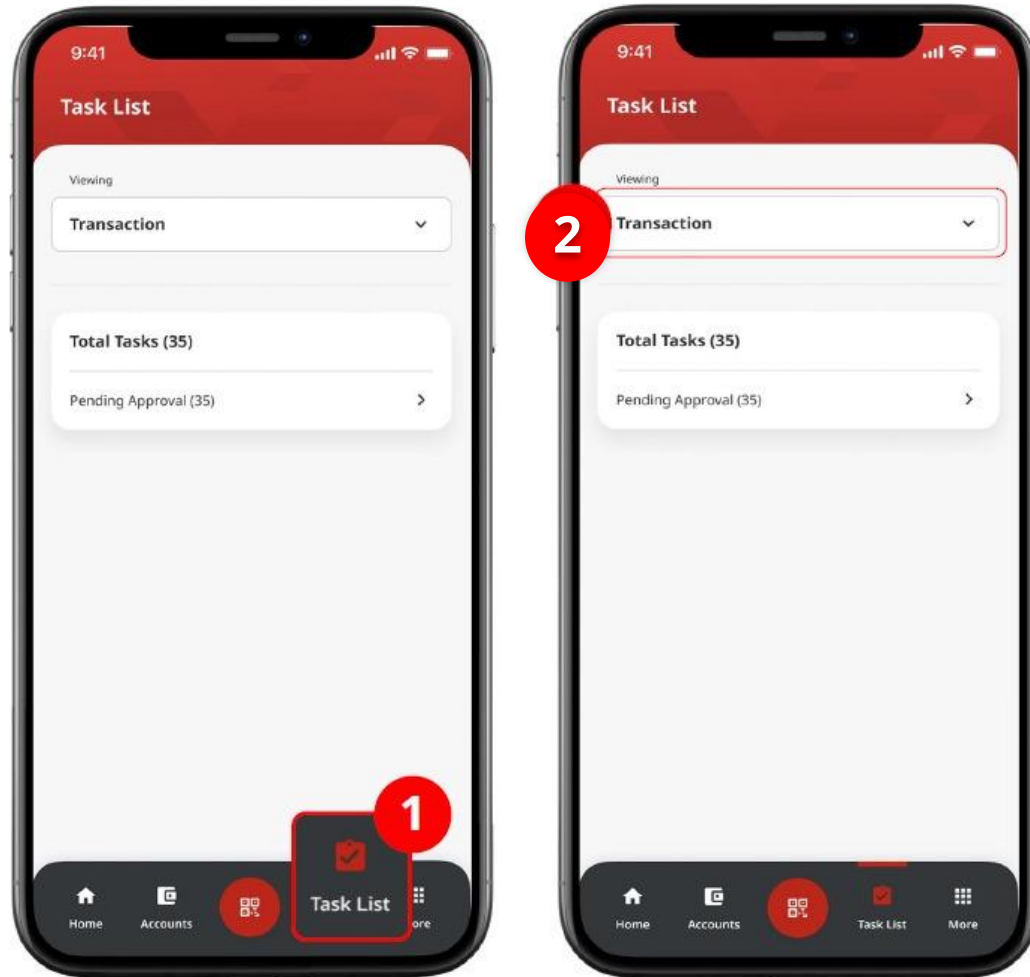
LANGKAH

02

APPROVER

Approve Transaction | BI-Fast

Menu: Task List > Approve

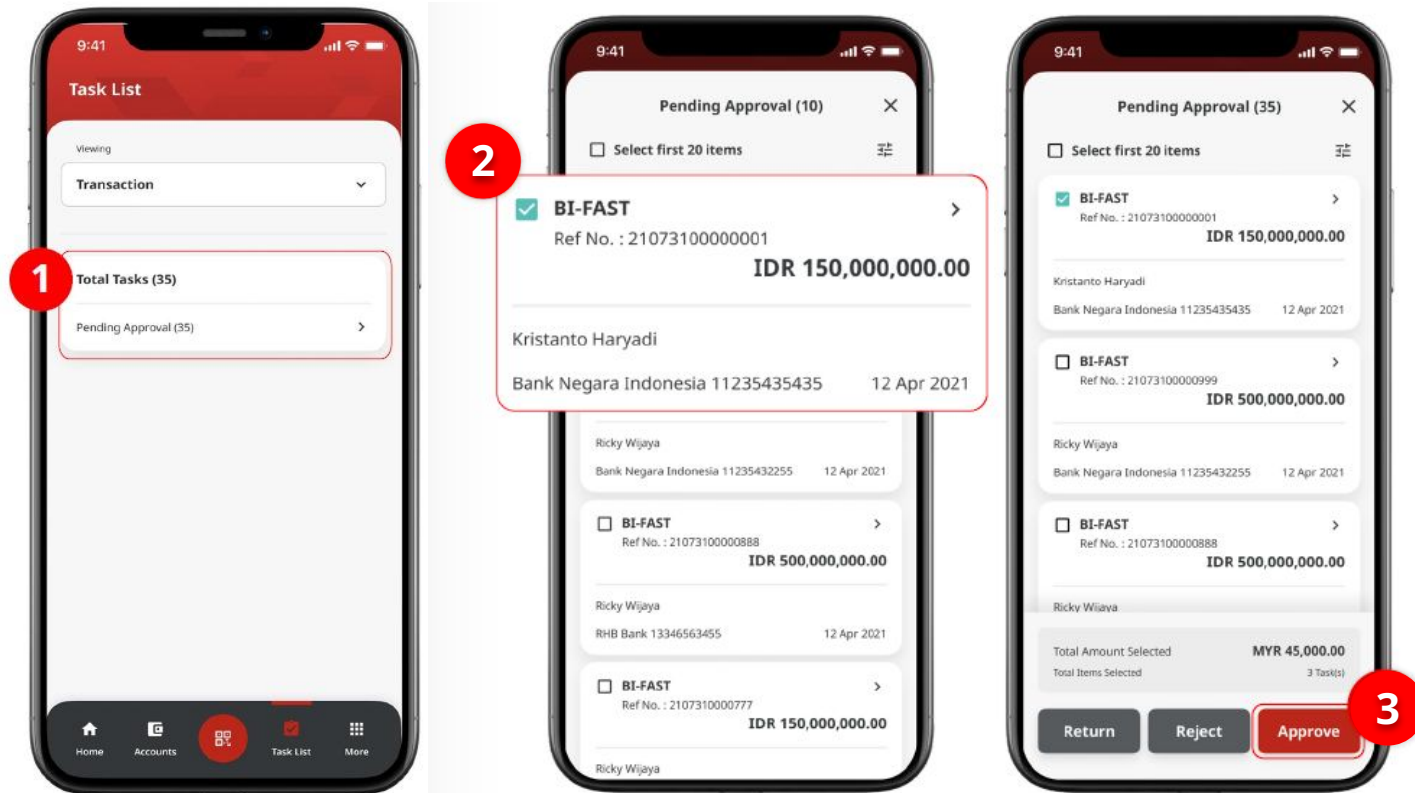


- 1 Arahkan pada menu dibawah, klik **Task List**

*Navigate to bottom menu, click **Task List***

- 2 Pilih **Transaction** sebagai **Viewing**

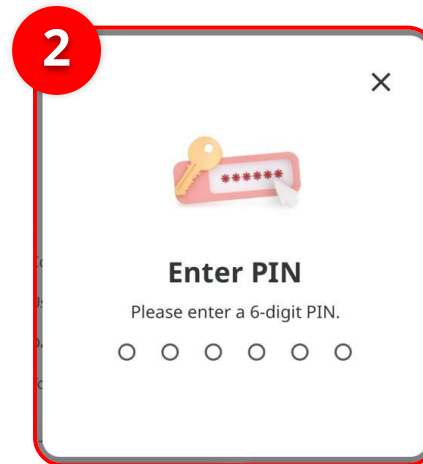
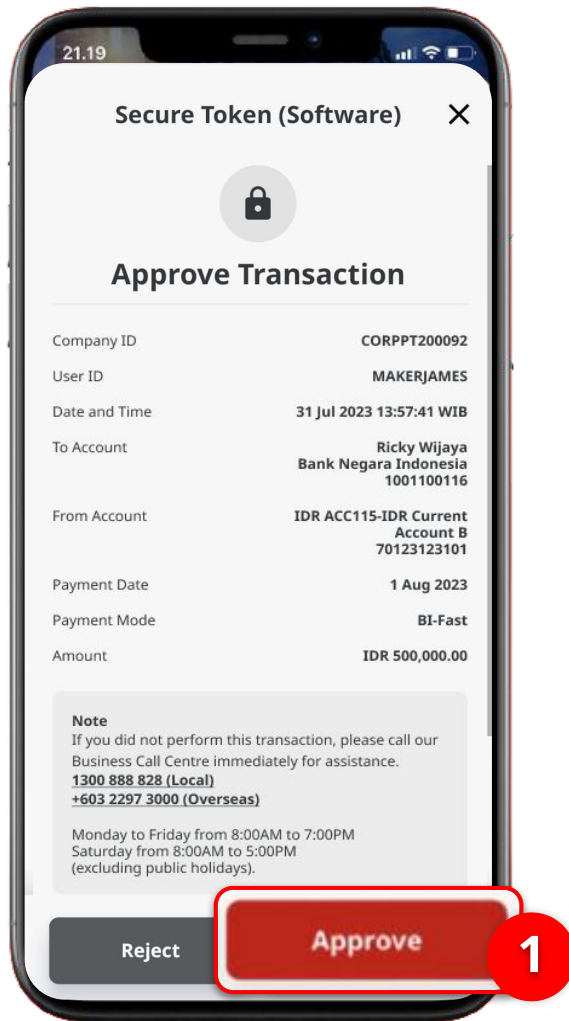
*Choose **Transaction** as **Viewing***



1 Pilih **Pending Approval**
Choose Pending Approval

2 Pilih Transaksi yang ingin di **Approve**
Choose transaction

3 Tinjau Transaksi, Klik **Approve**
Review transaction, click approve

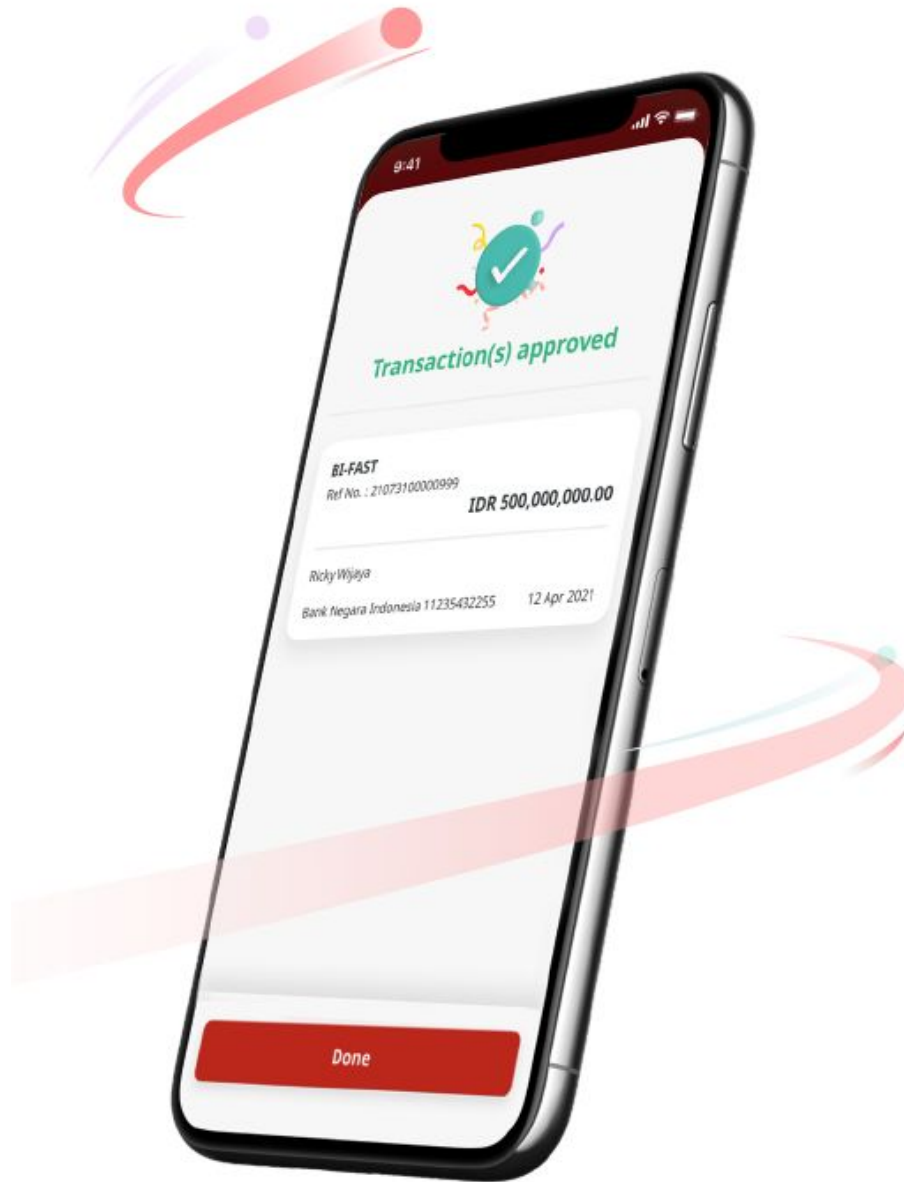


1 Klik **Tombol Approve**

*Click **Approve***

2 Isi **6-Digit Pin**

*Input **6-Digit Pin***



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

*Once succeed, system will show the **acknowledgement page***

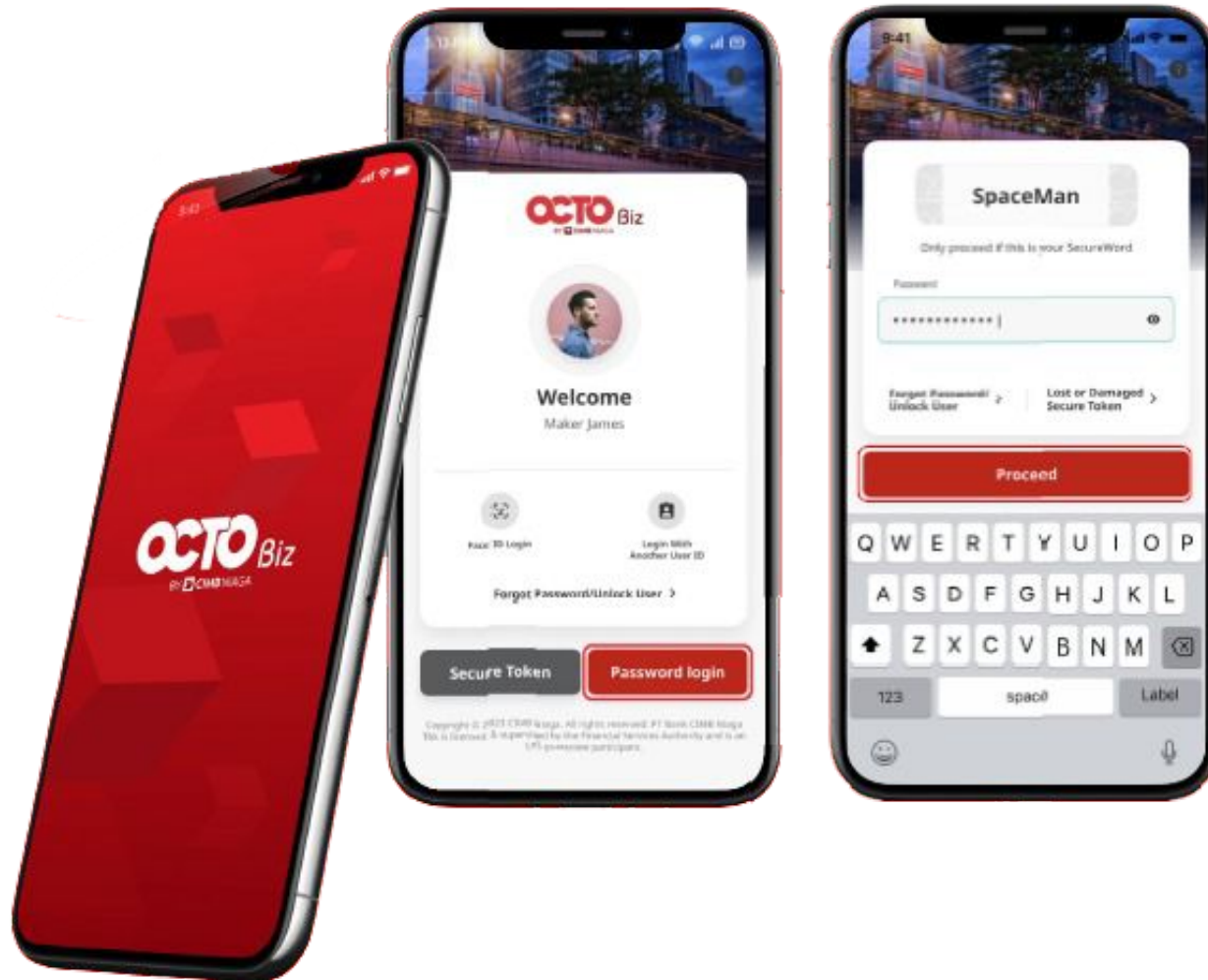
BI-Fast

Approve Transaction

Hard Token

Proses **approval transaksi** untuk user yang memiliki atau menggunakan **Hard Token**

Approval Transaction process using hard token



Login sebagai **Approver**

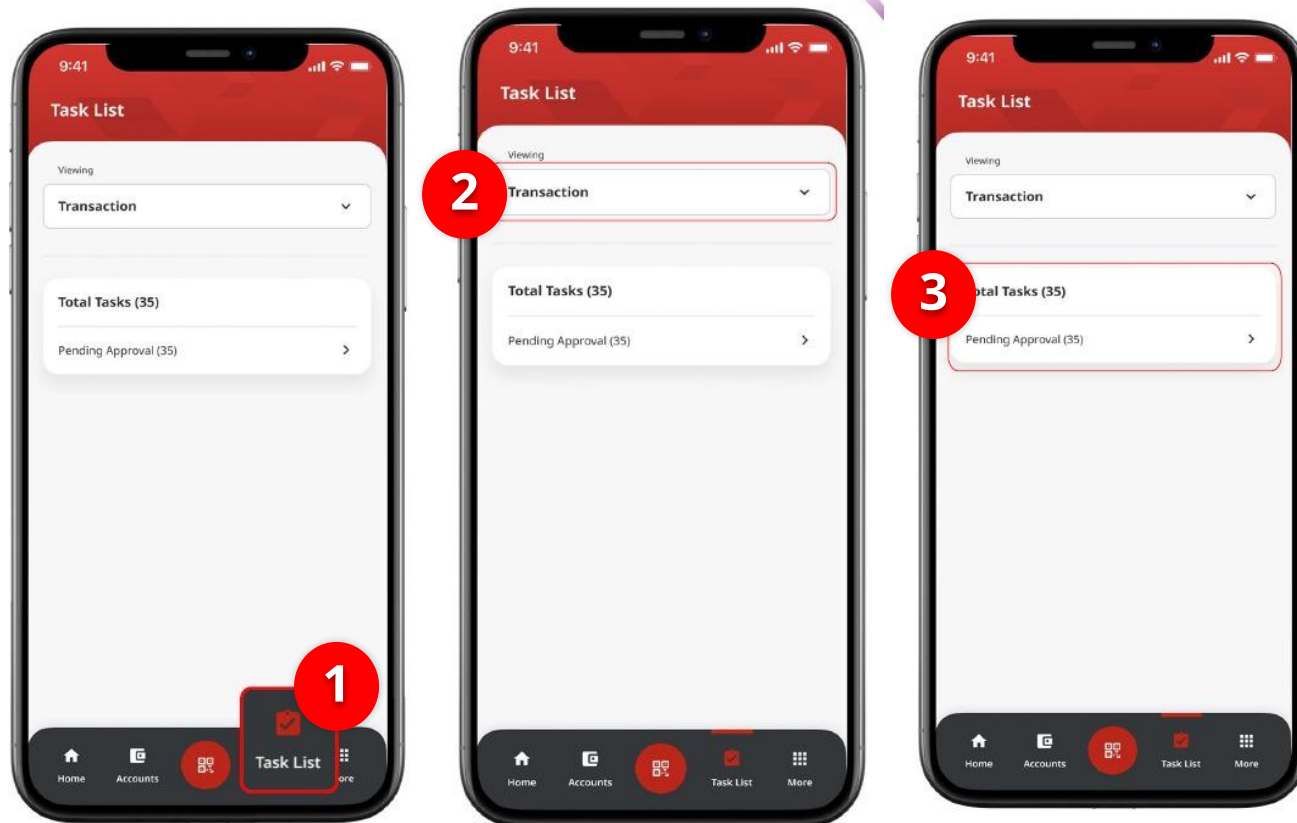
Login as **Approver**

1 Isi **Password**

Input **Password**

2 Klik **Proceed**

Click **Proceed**



- 1 Arahkan pada menu dibawah, klik **Task List**

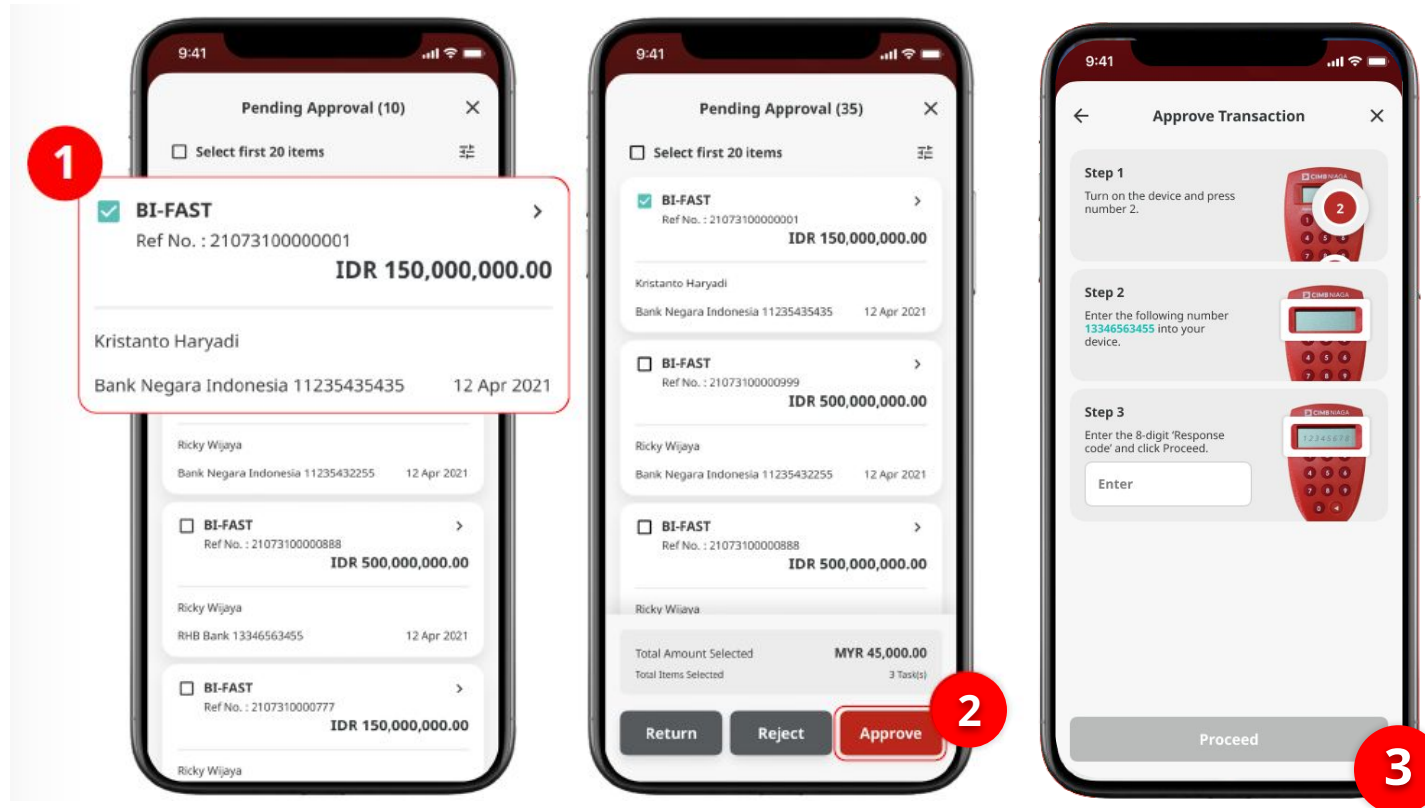
Navigate to bottom menu, click Task List

- 2 Pilih **Transaction** sebagai **Viewing**

Choose Transaction as Viewing

- 3 Pilih **Pending Approval**

Choose Pending Approval



1 Pilih Transaksi yang ingin di **Approve**

*Choose **Transaction***

2 Tinjau Transaksi, Klik **Approve**

*Review **Transaction**, click **approve***

3 Akan muncul **Halaman Approve Transaction**

*System will show the **approve transaction page***



- 1 Hidupkan Perangkat dengan Klik tombol **Play** pada perangkat **Hard-Token**

Turn on Hard-Token device, click Play button

- 2 Masukan **Secure Pin Number**

Input Secure Pin Number

- 3 Jika **Pin Benar**, sistem akan menampilkan **"APPLI"** pada layar perangkat.

System will show the "APPLI" on device's screen

- 4 Klik **Tombol 2** untuk masuk ke fitur **Transaction Signing**

Click 2 to turn on the transaction signing mode

Step 2

Enter the following number into your device.

35710833

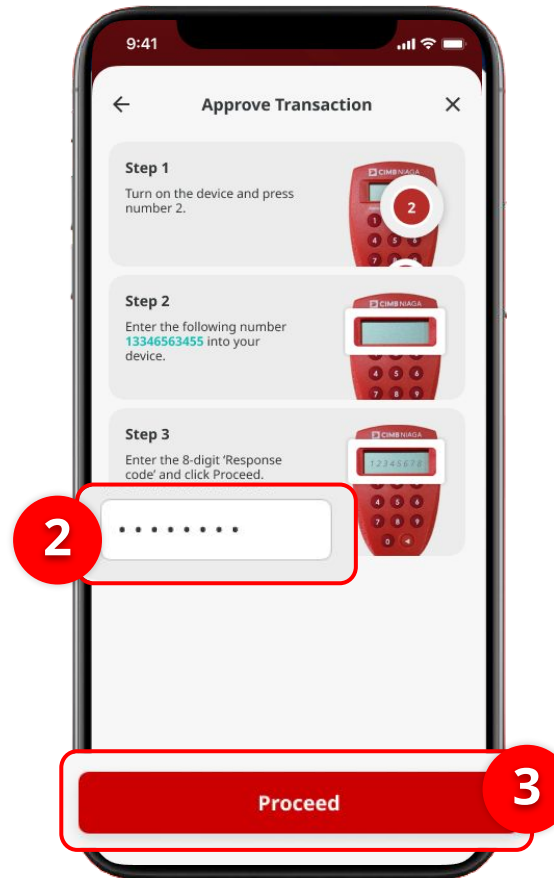


- 1 Masukan **Kode** yang muncul di **Mobile App**

*Input **code** that shown on **Mobile App***

- 2 Klik **Tombol Play**

*Click **Play***



- 1 Perangkat **Hard Token** akan menampilkan **8-Digit Kode**

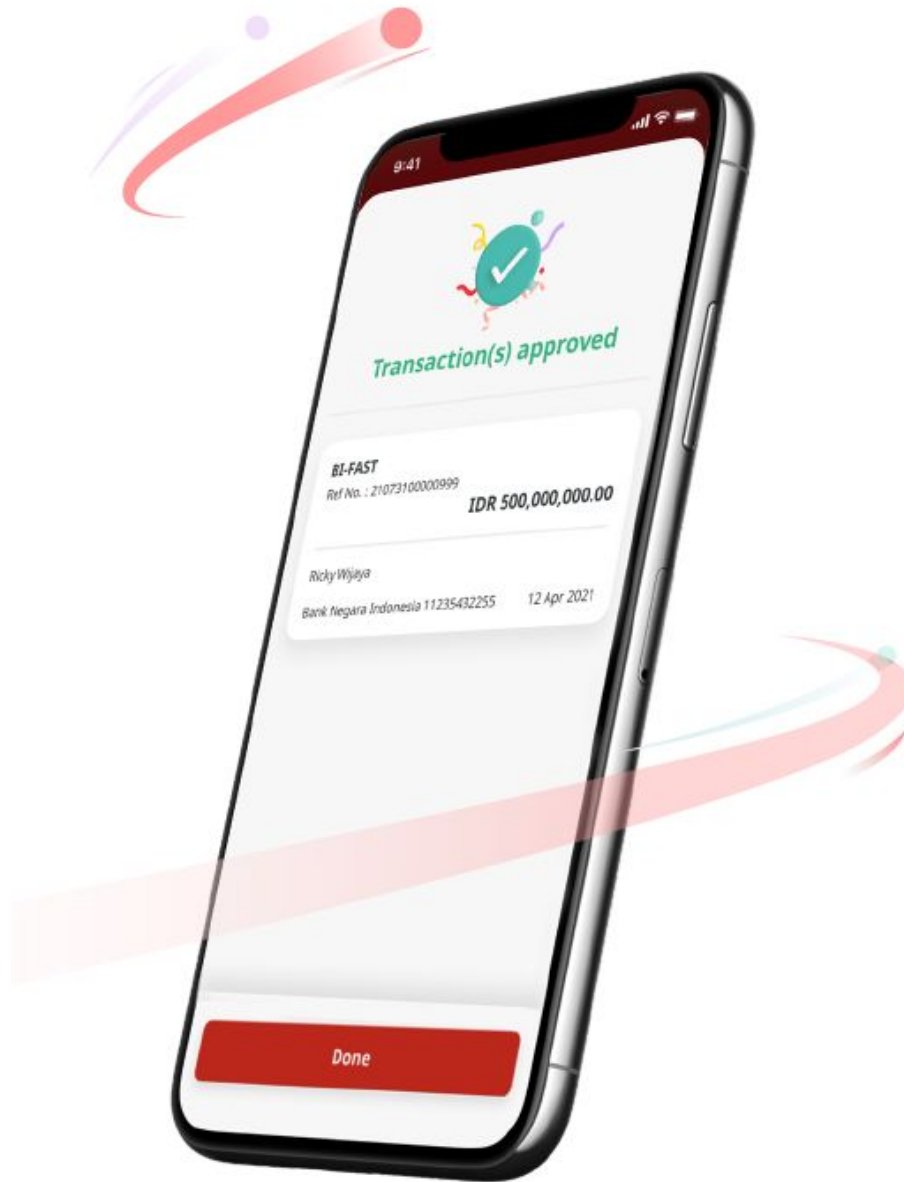
Hard Token device will show the 8-Digit code

- 2 Masukkan **Kode** ke **Box Approve Transaction**

Input code to Approve transaction box

- 3 Klik **Submit**

Click Submit



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

*Once succeed, system will show the **acknowledgement page***



OCTO Biz
BY  **CIMB NIAGA**

