

The background features a photograph of a tall, modern skyscraper at night, with many windows illuminated. The building is partially obscured by a large, stylized graphic element on the left side of the page, which includes a red and orange wavy shape and a grid of white dots. The right side of the page is a solid red background.

Guidebook Front End **OCTOBIZ**

Value Chain

By CIMB Niaga

KEJAR MIMPI

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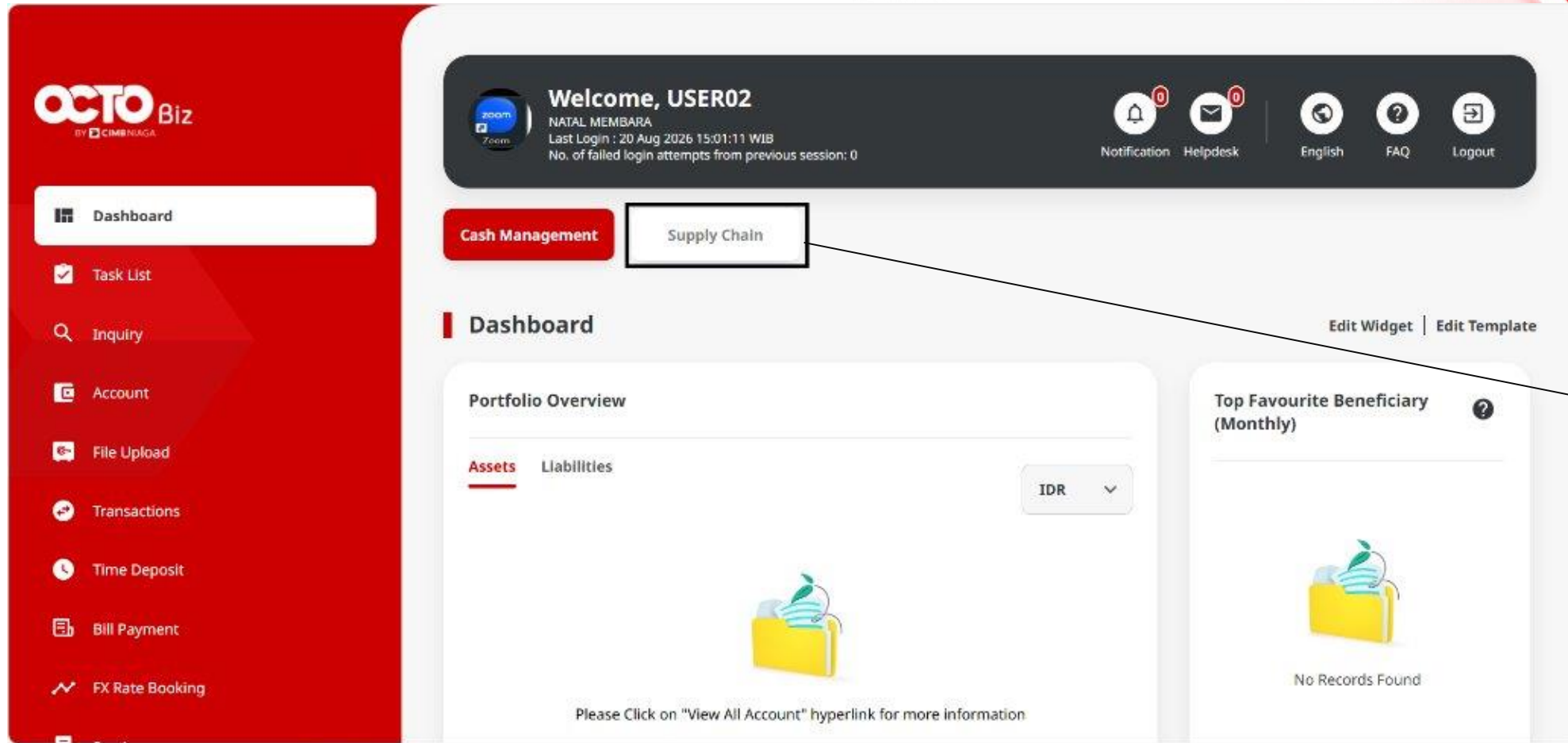
Menu Supply Chain

Landing page OctoBiz | Deskripsi: Untuk mengakses menu Supply Chain

Landing page OctoBiz | Description: To access the Supply Chain menu

Langkah 1: [1] [User]] Login sebagai Inputter > [2] Klik tombol **Supply Chain** untuk pergi ke menu **Supply Chain**

*Step 1: [1] [User]] Login in as an Inputter > [2] Click the **Supply Chain** button to go to the Supply Chain Menu*



Klik tombol **Supply Chain**
*Click the **Supply Chain** button*

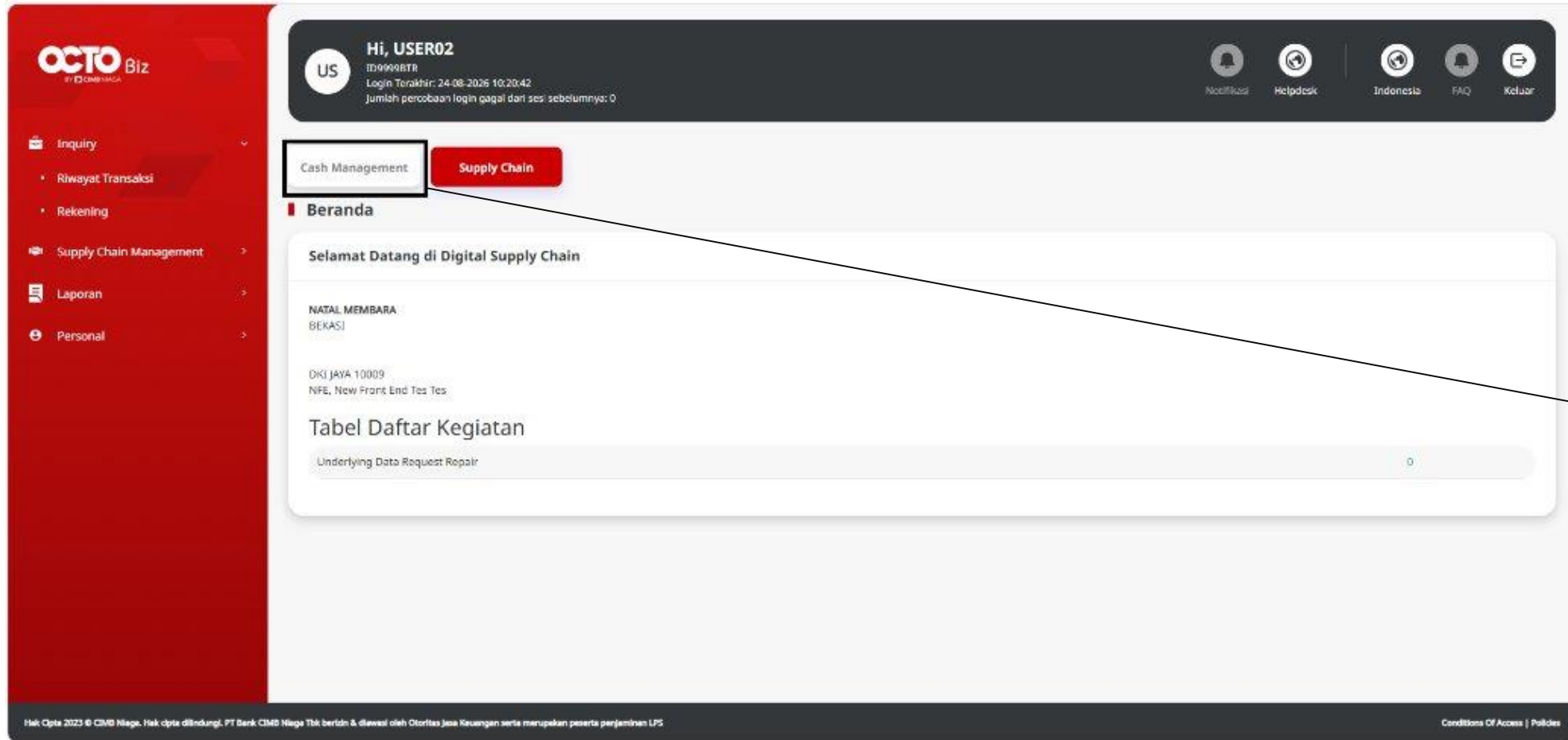
Menu Supply Chain

Landing page OctoBiz | Deskripsi: Untuk Kembali ke menu cash management

Landing page OctoBiz | Description: To go back to the cash management menu

Langkah 1: **[1]** Klik tombol **Cash Management** untuk Kembali ke menu Cash Management

*Step 1: [1] Click the **Cash Management** button to return to the Cash Management menu*



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Cek Limit dan Status Rekening

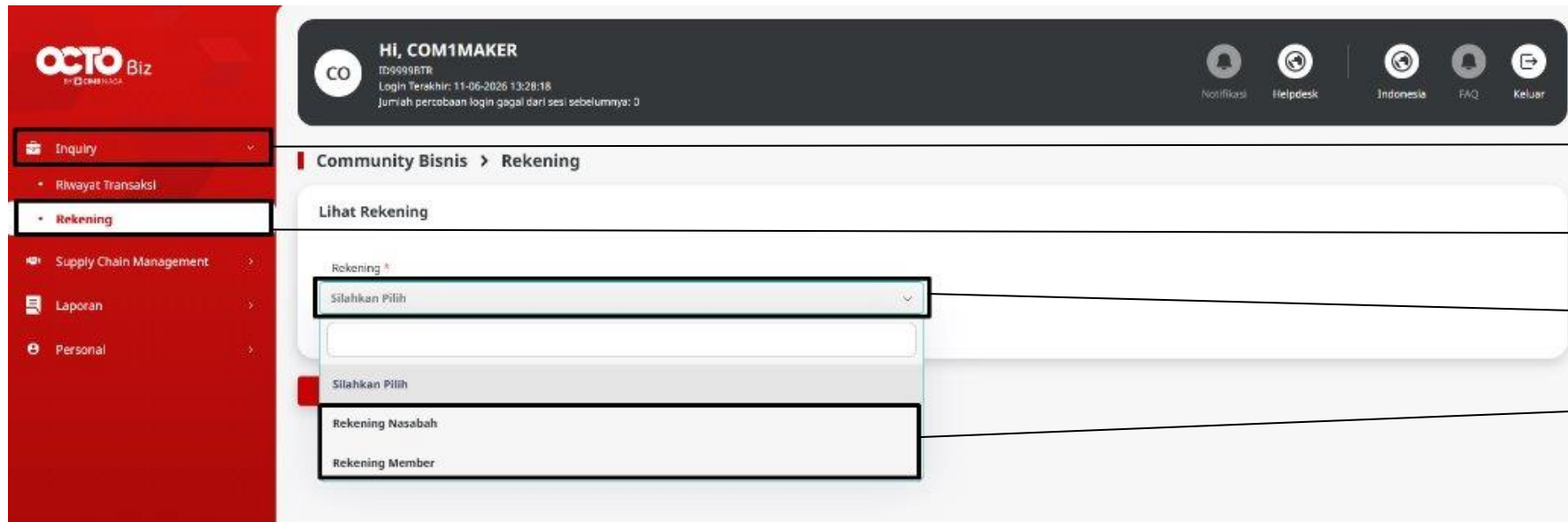
Check the Account Limit and Account Status

Menu: Inquiry | Deskripsi: Untuk masuk ke menu inquiry

Menu: Inquiry / Description: To access the inquiry menu

Langkah 1: [1] [User] Login sebagai Inputter > [2] Klik tombol **Supply Chain** > [3] Klik tombol **Inquiry** > [4] Klik tombol **Rekening** > [5] [User] Klik tombol **Silahkan Pilih** > [6] Pilih jenis rekening yang diinginkan **Rekening Nasabah** atau **Rekening Member**

Step 1: [1] [User] Login in as an Inputter > [2] Click **Supply Chain** button > [3] Click the **Inquiry** button > [4] Click the **Account** button > [5][User] Click the **Please Select** button > [6] Select the desired account type: **Customer Account** or **Member Account**



3 Klik tombol **Inquiry**
*Click the **Inquiry** button*

4 Klik tombol **Rekening**
*Click the **Account** button*

5 Klik tombol **Silahkan Pilih**
*Click the **Please Select** button*

6 Pilih Jenis Rekening
Select the Account Type

Cek Limit dan Status Rekening

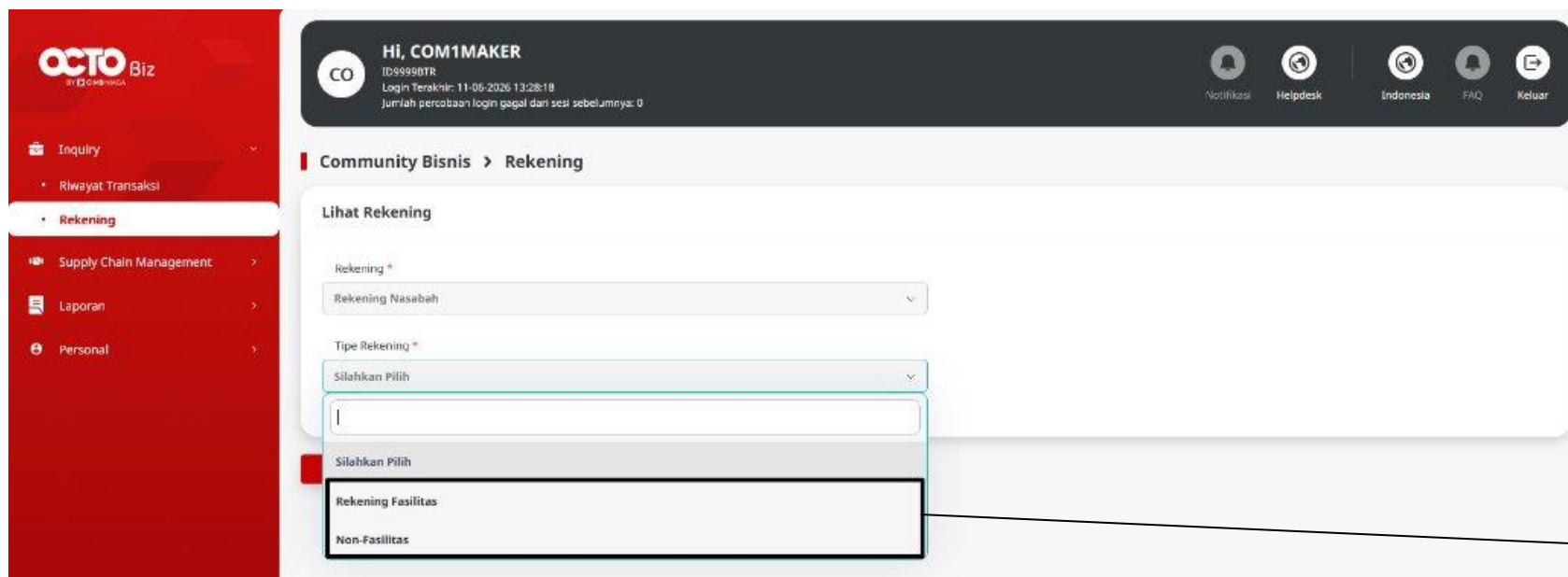
Check the Account Limit and Account Status

Menu: Inquiry | Deskripsi: Menampilkan limit fasilitas nasabah

Menu: Inquiry | Description: View the customer's facility limit

Langkah 2: [1] [User] Klik tombol **Non-fasilitas** atau **Rekening Fasilitas**

*Step 2: [1] [User] Click the **Non-facility** or **Facility Account** button*



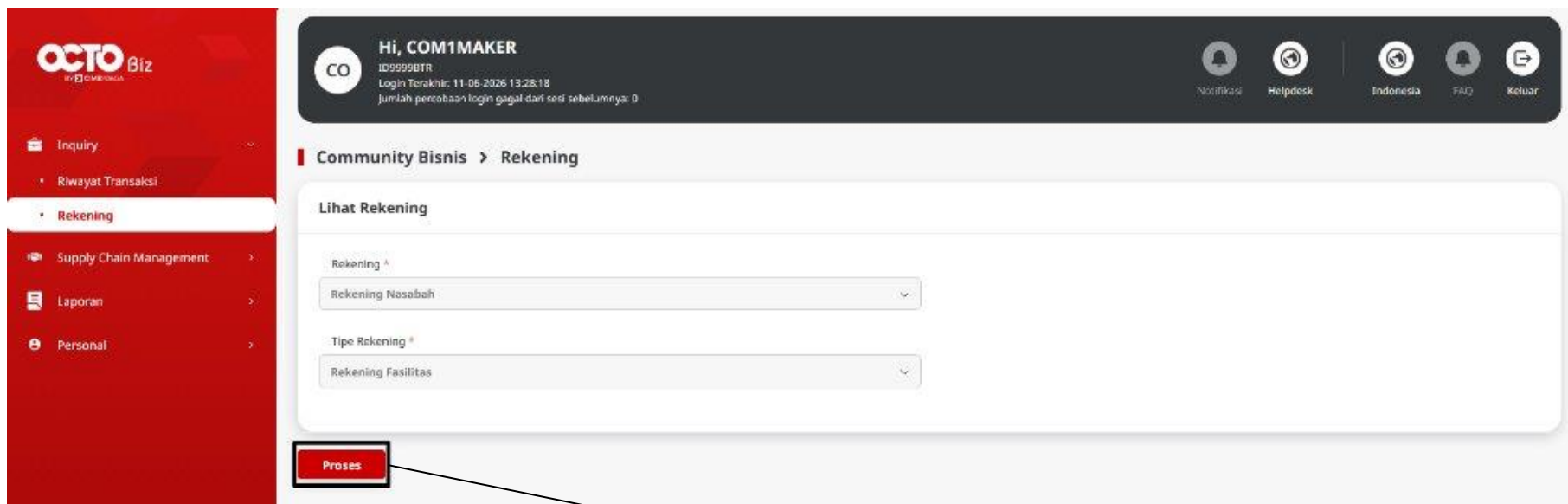
Klik tombol **Non-fasilitas** atau **Rekening Fasilitas**
*Click **Non-facility** or **Facility Account** button*

Cek Limit dan Status Rekening

Check the Account Limit and Account Status

Menu: Inquiry | Deskripsi: Menampilkan limit fasilitas nasabah
Menu: Inquiry / Description: View the customer's facility limit

Langkah 3: **[1]** [User] Klik tombol **Proses**
*Step 3: [1] [User] Click the **Process** button*



1

Klik tombol **Proses**
*Click **Process** button*

Cek Limit dan Status Rekening

Check the Account Limit and Account Status

Menu: Inquiry | Deskripsi: Menampilkan limit fasilitas nasabah

Menu: Inquiry | Description: View the customer's facility limit

Langkah 4: [1] [User] Mengisi informasi yang dibutuhkan di halaman **Filter** > [2] Klik tombol **Filter** > [3] Scroll halaman ke bawah

*Step 4: [1] [User] Enter the required information on the **Filter** page > [2] Click the **Filter** button > [3] Scroll down the page*

3 Scroll ke bawah
Scroll down

1 Mengisi **Filter**
*Fill the **Filter** fields*

2 Klik tombol **Filter**
*Click the **Filter** button*

Cek Limit dan Status Rekening

Check the Account Limit and Account Status

Menu: Inquiry | Deskripsi: Menampilkan limit fasilitas nasabah
Menu: Inquiry / Description: View the customer's facility limit

Langkah 5: [1] [User] Scroll halaman ke kanan > [2] Cari No Rekening yang sesuai dan cek **Jumlah Limit** > [3] Klik tombol **Download**
Step 5: [1] [User] Scroll to the right > [2] Find the relevant Account Number and check the **Limit Amount** > [3] Click the **Download** button

Rekening Fasilitas

* Informasi yang ditampilkan merupakan data per hari sebelumnya (H-1)

No	No Rekening	Nama Rekening	Tipe Rekening	ID Nasabah	Nama Nasabah	Bank	Mata Uang	Jumlah Limit
1	10106533540000000	SIMBA MUFASA	Loan Account	ID9999BTR	NATAL MEMBARA	BNIAIDJA - BANK	IDR	200,150,000,000

< 1 of 1 >

Rekord Setiap Halaman: 10

3 Klik tombol **Download**
Click the **Download** button

2 Cari No Rekening yang sesuai dan cek **Jumlah Limit**
Find the relevant Account Number and check the **Limit Amount**

1 Scroll halaman ke kanan
Scroll to the right

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Akses dan Unduh Laporan

Access and Download the Report

Menu: Laporan | Deskripsi: Fungsi ini menunjukkan dan mengunduh laporan yang diinginkan User
Menu: Report / Description: This function enables users to view and download the desired reports

Langkah 1: [1] [User] Login sebagai Inputter > [2] Klik tombol **Supply Chain** > [3] Klik tombol **Laporan** > [4] Pilih jenis laporan yang diinginkan (**Laporan Penyaluran dana, Laporan Underlying Data, Laporan Pencairan, Laporan Pelunasan, Laporan Kontrol Faktur, Laporan PRK**) > [5] Isi kolom filter > [6] Scroll halaman ke bawah

Step 1: [1] [User] Log in as an Inputter > [2] Click the **Supply Chain** button > [3] Click the **Report** button > [4] Select the desired report type (Disbursement Report, Settlement Report, Invoice Control Report, or PRK Report) > [5] Fill in the filter fields > [6] Scroll down the page

Klik tombol **Laporan**
Click the **Report** button

Pilih jenis laporan yang diinginkan
Select the desired report type

The screenshot shows the OCTOBIZ web application interface. On the left, a red sidebar menu contains the 'Laporan' (Report) button, which is highlighted with a red circle and the number 3. Below it, a dropdown menu is open, showing various report types: 'Laporan Penyaluran Dana', 'Laporan Underlying Data', 'Laporan Pencairan', 'Laporan Pelunasan', 'Laporan Kontrol Faktur', and 'Laporan PRK'. The 'Laporan Penyaluran Dana' option is selected, highlighted with a red circle and the number 4. The main content area shows the 'Filter' section for 'Laporan Penyaluran Dana'. It contains several input fields and dropdown menus for filtering data, including 'ID Penyaluran Dana', 'Struktur', 'Underlying Data ID', 'Community', 'Tanggal Pencairan', 'Status Pinjaman', 'Segment', 'Petugas Bank', 'Member ID', 'Nama Member', and 'Tenor Saat ini'. A red circle with the number 5 points to the 'Filter' section. On the right side of the main content area, there is a vertical scrollbar, and a red circle with the number 6 points to it, indicating the 'Scroll halaman ke bawah' (Scroll down the page) step.

Scroll halaman ke bawah
Scroll down the page

Isi kolom **Filter**
Fill in the **Filter** fields

Akses dan Unduh Laporan

Access and Download the Report

Menu: Laporan | Deskripsi: Fungsi ini menunjukkan dan mengunduh laporan yang diinginkan User

Menu: Report | Description: This function enables users to view and download the desired reports

Langkah 2: [1] [User] Klik tombol **Filter** > [1] Klik tombol **Download** > [3] Pilih format file yang diinginkan (PDF, CSV, XLS)

Step 2: [1] [User] Click the **Filter** button > [2] Click the **Download** button > [3] Select the desired file format (PDF, CSV, or XLS)



Laporan Penyaluran Dana								
No	ID Penyaluran Dana	Underlying Data ID	Nominal	Community	Industri	Member ID	Nama Member	
1	LAPR17488602095FZ	121409	1,200,000.00	PTKAPWR	Tanaman perkebunan	APWR1	NATAL RENAME	
2	LAPR17521323239ZSZ	121487	1,000,000.00	PTKAPWR	Tanaman perkebunan	APWR1	NATAL RENAME	

- 1 Klik tombol **Filter**
Click the **Filter** button
- 2 Klik tombol **Download**
Click the **Download** button
- 3 Pilih format file yang diinginkan
Select the desired file format

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Audit Trail – Riwayat Aktivitas OCTOBiz – Supply Chain

Audit Trail – OCTOBiz Activity History – Supply Chain

Menu: Audit Trails > Log Aktivitas | Deskripsi: Untuk menampilkan log data aktifitas pengguna nasabah saat nasabah sedang login
Menu: Audit Trails > Activity Log | Description: To display the activity log data of the customer when the customer logged in

Langkah 1: [1] [User] Login sebagai SysAdmin > [2] Klik tombol **Supply Chain** > [3] Tekan tombol **Audit Trail** > [4] Tekan tombol **Log Aktivitas** > [5] [User] Isi data di kolom **Filter** > [6] Tekan tombol **Filter**

Step 1: [1] [User] Log in as an SysAdmin > [2] Click the **Supply Chain** button > [3] Click the **Audit Trail** button > [4] Click the **Activity Log** button > [5] [User] Enter the required data in the **Filter** fields > [6] Click the **Filter** button

The screenshot shows the OCTOBiz Audit Trail interface. On the left sidebar, 'Audit Trail' is selected, and 'Log Aktivitas' is highlighted. The main content area has a 'Filter' section with input fields for 'User ID' and 'Tanggal' (Date). Below the 'Filter' section is a 'Filter' button. At the bottom right, there is a 'Download' button. Red boxes and lines indicate the steps: [3] points to the 'Audit Trail' button in the sidebar, [4] points to the 'Log Aktivitas' button, [5] points to the 'Filter' fields, and [6] points to the 'Filter' button.

3 Tekan tombol **Audit Trail**
Click the **Audit Trail** button

4 Tekan tombol **Log Aktivitas**
Click the **Activity Log** button

5 Isi data di kolom **Filter**
Fill in the **Filter** fields

6 Tekan tombol **Filter**
Click the **Filter** button

Audit Trail – Riwayat Aktivitas OCTOBiz – Supply Chain

Audit Trail – OCTOBiz Activity History – Supply Chain

Menu: Audit Trails > Log Aktivitas | Deskripsi: Untuk menampilkan log data aktifitas pengguna nasabah saat nasabah sedang login
Menu: Audit Trails > Activity Log | Description: To display the activity log data of the customer when the customer logged in

Langkah 2: [1] [User] Scroll ke bawah > [2] Tekan tombol **Download**

Step 2: [1] [User] Scroll down > [2] Click the **Download** button

The screenshot shows the CIMB NIAGA Audit Trail interface. On the left is a red sidebar with navigation options: Community Bisnis, Audit Trail (selected), Log Aktivitas (highlighted), and Personal. The main area is titled 'Log Aktivitas' and contains a table with 7 rows of activity logs. A green 'Download' button is located in the top right corner of the table area. A red circle with the number '1' points to the bottom of the table, indicating the scroll action. Another red circle with the number '2' points to the 'Download' button.

No	Tanggal/Waktu	User ID	User	Menu Akses	Aktifitas	Ket
1	09-Aug-2024 09:08:24	YMHCMHINP03	Yamaha Cimahi Inputter 03	Login Frontend		{\"US x64) Chr Edg 08-C
2	09-Aug-2024 13:08:41	YMHCMHINP01	Yamaha Cimahi Inputter 01	Login Frontend		{\"US 10. Vers Safa 08-C
3	09-Aug-2024 13:08:41	YMHCMHINP01	Yamaha Cimahi Inputter 01	Laporan Pinjaman	Lihat	MOI FILT
4	09-Aug-2024 13:08:41	YMHCMHINP01	Yamaha Cimahi Inputter 01	Laporan Pelunasan	Lihat	MOI FILT
5	09-Aug-2024 13:08:41	YMHCMHINP01	Yamaha Cimahi Inputter 01	Laporan Pelunasan	Lihat	MOI FILT
6	09-Aug-2024 13:08:43	YMHCMHINP01	Yamaha Cimahi Inputter 01	Laporan Pelunasan	Lihat	MOI FILT
7	09-Aug-2024 13:08:48	YMHCMHINP01	Yamaha Cimahi Inputter 01	Login Frontend		{\"US 10. Chr

2 Tekan tombol **Download**
Click the **Download** button

1 Scroll ke bawah
Scroll down

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E-Mail Notification - Pencairan

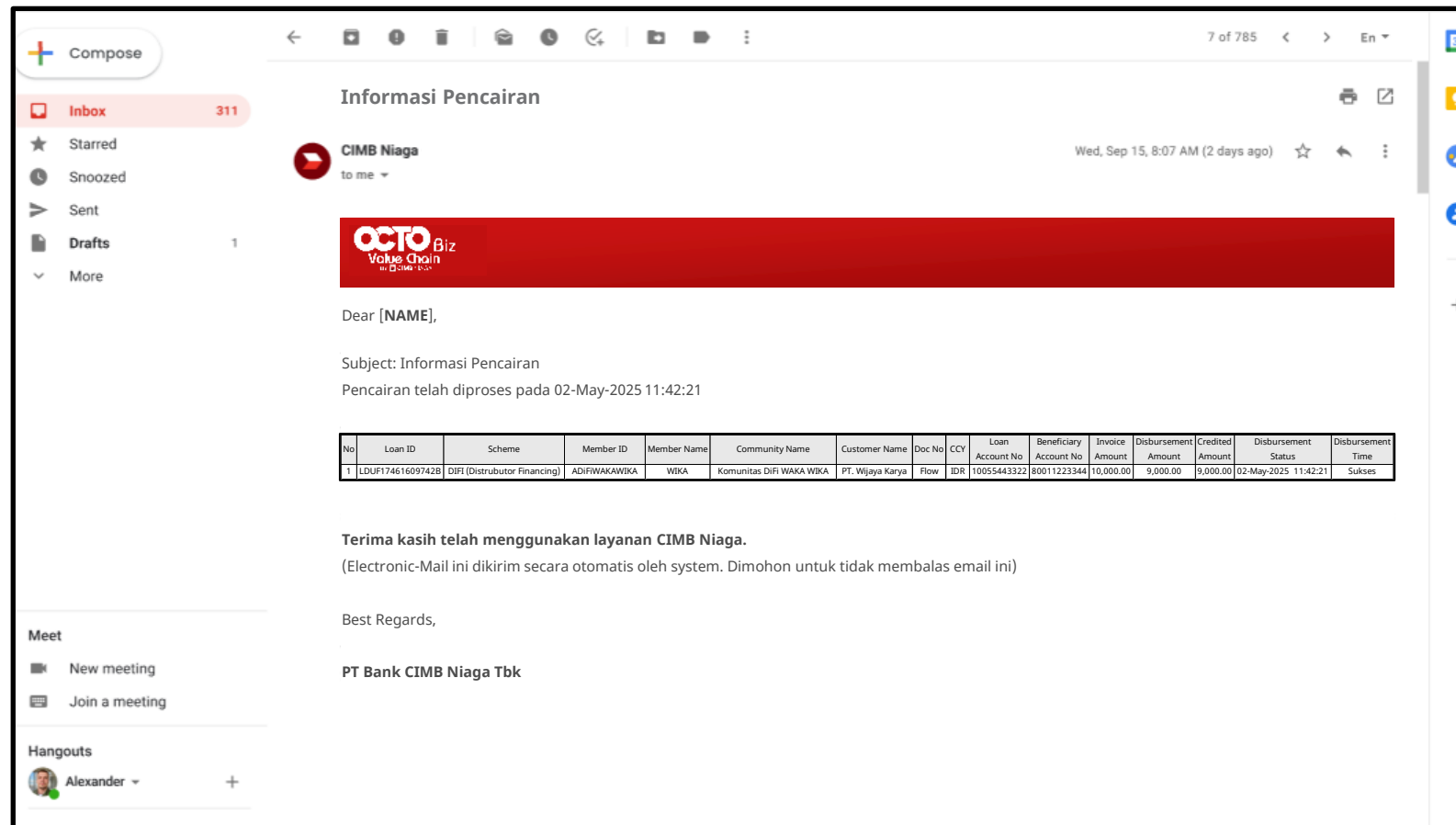
E-Mail Notification - Disbursement

Menu: Notification | Deskripsi: Notifikasi yang muncul saat pencairan berhasil

Menu: Notification | Description: Displays a notification when a disbursement is successfully completed

*Email Nasabah akan mendapatkan notifikasi pencairan

*The Customer's Email address will receive a notification confirming the successful disbursement





OCTOBIZ

BY  CIMB NIAGA

