

*Aksi dan
Kolaborasi*

Pay & Transfer

Payment Advice

TUTORIALOCTOBIZ2024

KEJAR MIMPI



Pay & Transfer – Payment Advice

Payment Advice adalah modul yang digunakan CFO untuk membuat advis pembayaran.

Transfer to Own Account

Website Version

TUTORIALOCTOBIZ2024

LIVE
AN
EPICC
LIFE



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 1. [1] [Maker] Mengakses halaman Login, login sebagai **Maker** dengan mengisi **Company ID & User ID** > [2] Klik tombol **Next**

OCTO Biz
BY CIMB NIAGA

Important Notices | CIMB is available 7 days a week, from 12.15am to 12am

Need to submit your OCTO Biz Maintenance Request? Just email us.

In line with our efforts to provide you with a seamless banking experience, kindly submit the OCTO Biz maintenance request / documents for the following requests listed below via e-mail or continue to submit at any CIMB Branch.

[Find Out More](#)

Do not reveal any form of confidential information, be it personal or account related, via pop-up message or email link.

Welcome

Company ID
CORPPT200092

User ID
makerjames

Next

[Forgot Password/Unlock User >](#) | [Lost or Damaged Secure Token >](#)

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1

Isi **Company ID & User ID**

2

Klik tombol **Next**

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 2. [1] [Maker] Isi **Password** > [2] Klik tombol **Proceed**

OCTO Biz
BY CIMB NIAGA

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[Find Out More](#)

Do not reveal any form of confidential information, be it personal or account related, via pop-up message or email link.

Welcome

SpaceMan

Only proceed if this is your SecureWord

Password

Back Proceed

[Forgot Password/Unlock User >](#) [Lost or Damaged Security Token >](#)

Privacy Policy Security Arrangement Client Charter Terms & Conditions

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1 Isi **Password**

2 Klik tombol **Proceed**

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 3: [Maker] [1] Arahkan kursor ke **Pay & Transfer** > Klik pada metode pembayaran yang diinginkan, eg: **In House Transfer to Own Account**.

The screenshot displays a banking application interface. On the left is a red sidebar menu with the following items: Dashboard, Inquiry, Cheque Service, Account, Pay & Transfer (highlighted with a white box), Services, Reporting, and Administration. The main content area shows a 'Dashboard' header, a 'Portfolio Overview' section with 'Assets' and 'Liabilities' tabs, and two transfer categories: 'Domestic Transfer' (containing BI-FAST and RTGS) and 'In House Transfer' (containing In House Transfer to Own Account and In House Transfer to Third Party). The 'In House Transfer to Own Account' option is highlighted with a red box, and a red callout bubble with the number '1' points to it, accompanied by the text 'Klik In House Transfer to Own Account'.

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 4: [Maker] Pada halaman entri data [1] Klik **Your Account** > [2] pilih sumber akun yang diinginkan > [3] Klik **Next**

Klik **Your Account**

1

In House Transfer to Own Account

Product Group Saved Templates

Product Group *
Transfer within CMB

Sender Details

Your Account * Payment Mode *
In House Transfer to Own Account

Value Date *
30 Nov 2023 Recurring transfer

Beneficiary Details

To Account *
Select

Transaction Details

Transaction Currency *
IDR - INDONESIA RUP...

Amount *

Other Details

Customer Reference No *

Other Payment Detail *

Payment Advice

Your Account Listing

Search By
Account Name Account No.

Account Name	Account No.	Account Balance
<input type="radio"/> MGB ID SIT FUNG LONG DESCRIPTION ACCOUNT	1232313123213456	IDR 0.00
<input type="radio"/> HULYNUPTZBY	700005177400	IDR 0.00
<input checked="" type="radio"/> INTBM WAHYU	703057026100	IDR 1,883,242,330,088.76
<input type="radio"/> GL ACCT 01110	703089333800	IDR 0.00
<input type="radio"/> GL ACCT 2010	703185455500	IDR 47,030,875.15
<input type="radio"/> GL ACCT 20A	703191586400	IDR 34,915,308.00
<input type="radio"/> GL ACCT 20B	703191691600	IDR 506,642.00
<input type="radio"/> BANGUN PERSADA SEKALI	703195748000	IDR 101,677,644.48
<input type="radio"/> IDR ACCT 01	703095013000	IDR 72,331,185.05
<input type="radio"/> BANGUN PERSADA SEKALI	703097442500	IDR 8,936,812,343,045.69
<input type="radio"/> GL ACCT 0111E	702940351100	IDR 0.00
<input type="radio"/> GL ACCT 01110	800000332901	IDR 0.00
<input type="radio"/> GL ACCT 200	800000332502	IDR 0.00

2

Pilih Sumber Akun

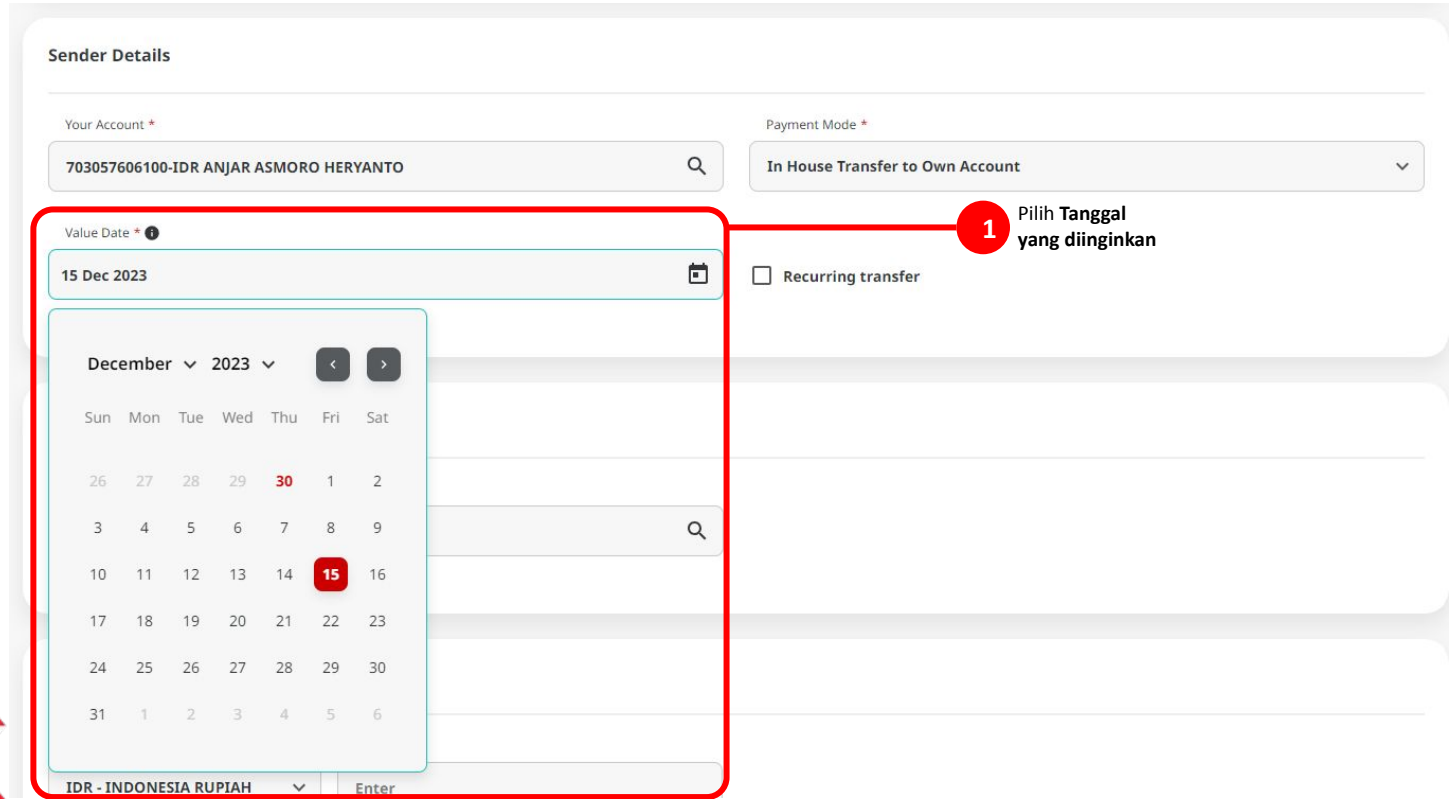
3

Klik **Submit**

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 5: [Maker] [1] Pilih **tanggal** di masa yang akan datang



The screenshot shows a 'Sender Details' form. The 'Value Date' field is highlighted with a red box, and a date picker calendar is open, showing the date '15 Dec 2023' selected. A red circle with the number '1' and the text 'Pilih Tanggal yang diinginkan' points to the date picker.

Sender Details

Your Account *
703057606100-IDR ANJAR ASMORO HERYANTO

Payment Mode *
In House Transfer to Own Account

Value Date *
15 Dec 2023

Recurring transfer

December 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

IDR - INDONESIA RUPIAH

Enter

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 6: [Maker] [1] Lengkapi semua bagian *Mandatory*

In House Transfer to Own Account

Product Group Saved Templates

Product Group *

Transfer within CIMB

Sender Details

Your Account *

703057606100-IDR ANJAR ASMORO HERVANTO

Payment Mode *

In House Transfer to Own Account

Value Date *

15 Dec 2023

Recurring transfer

Beneficiary Details

To Account *

IDR BANGUN PERSADA SEKALI - 703196574000

Transaction Details

Transaction Currency *

IDR - INDONESIA RUPI...

Amount *

200,000.00

Other Details

Customer Reference No. *

Enter

Other Payment Details *

Enter

Payment Advice

No Advice Simple Advice

Add Another Transaction Save as Draft Next

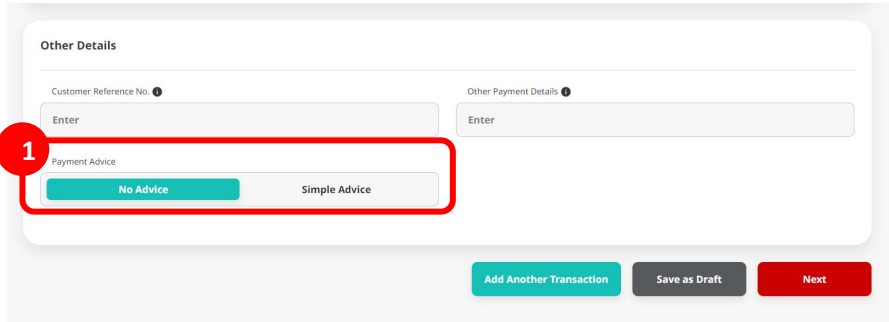
1

Lengkapi bagian *Mandatories*

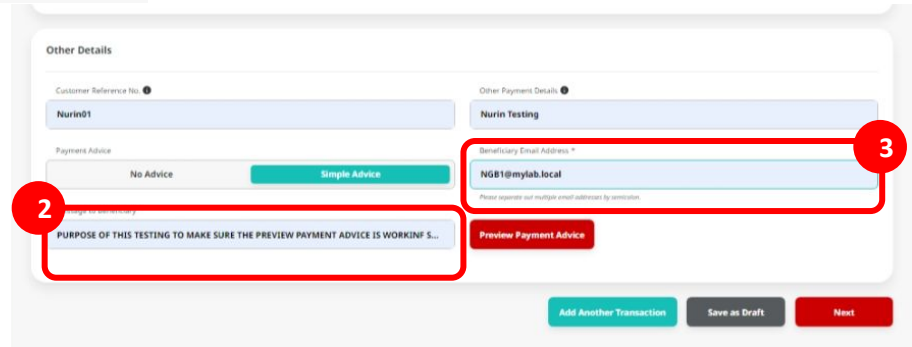
Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 7: [Maker] [1] Pilih **Simple Advice** > [2] Lengkapi alamat **email Beneficiary** > [3] Lengkapi **beneficiary message**



The screenshot shows the 'Other Details' form. It has two input fields: 'Customer Reference No.' and 'Other Payment Details', both with 'Enter' placeholder text. Below these is the 'Payment Advice' section, which contains two buttons: 'No Advice' and 'Simple Advice'. A red circle with the number '1' is positioned to the left of the 'Simple Advice' button, and a red box highlights this button. At the bottom of the form are three buttons: 'Add Another Transaction' (teal), 'Save as Draft' (grey), and 'Next' (red).



The screenshot shows the 'Other Details' form with the following data entered: 'Customer Reference No.' is 'Nurin01', 'Other Payment Details' is 'Nurin Testing', and 'Payment Advice' is 'Simple Advice'. A new field, 'Beneficiary Email Address', is present with the value 'NGB1@mylab.local'. Below it is a text area for the 'Beneficiary Message' containing the text 'PURPOSE OF THIS TESTING TO MAKE SURE THE PREVIEW PAYMENT ADVICE IS WORKING S...'. A red circle with the number '2' is to the left of the message text area, and a red box highlights it. A red circle with the number '3' is to the right of the email address field, and a red box highlights it. A 'Preview Payment Advice' button is located below the message field. At the bottom are the same three buttons as in the previous screenshot: 'Add Another Transaction' (teal), 'Save as Draft' (grey), and 'Next' (red).

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 8 (Opsional): [Maker] [1] Klik tombol **Preview Payment Advice** > [2] **Edit** informasi pengirim dan/atau penerima

Other Details

Customer Reference No. **Nurin01**

Other Payment Details **Nurin Testing**

Payment Advice **No Advice** **Simple Advice**

Beneficiary Email Address * **NGB1@mylab.local**

Message to Beneficiary **PURPOSE OF THIS TESTING TO MAKE SURE THE PREVIEW PAYMENT ADVICE IS WORKINF S...**

Preview Payment Advice 1

Add Another Transaction Save as Draft Next

Payment Advice

OCTO Biz
BY CIMB NIAGA

Please be advised that the following transfer has been made to your account.

Your Account IDR JLUPJOLY JPPYJON UJQJ YOSZOWLYJ - 80003052200	Amount IDR 444.00	Payment Mode In House Transfer to Own Account
Customer Reference No. Nurin01	Other Payment Details Nurin Testing	Value Date 20 Nov 2023

Message to Beneficiary
PURPOSE OF THIS TESTING TO MAKE SURE THE PREVIEW PAYMENT ADVICE IS WORKINF SUCCESSFULLY WITHOUT ANY ERROR

If you have any questions about this advice, please contact:

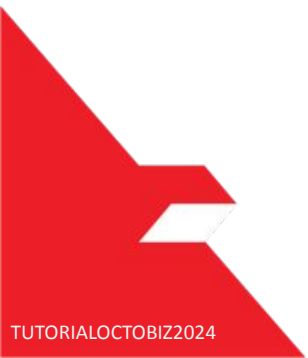
Contact Name CORP4	Country Code +62	Mobile No. 89522898356
Email NGB1@mylab.local		

Payer Details

Company Details
**Subscriber Building No 559000
559000 Subscriber Name Street
SINGAPORE Subscriber Name Street 4**

Preview **Close** **Submit**

2



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 9: [Maker] [1] Klik on [Next] button > [2] Klik on [Submit] button

In House Transfer to Own Account

Product Group

Product Group *

Transfer within CIMB

Sender Details

Your Account *

703057606100-IDR-ANJAR ASMORO HERYANTO

Payment Mode *

In House Transfer to Own Account

Value Date *

20 Nov 2023

Recurring transfer

Beneficiary Details

To Account *

IDR (JLUPJOLY (PPYJON UJJOJ YOSZOWLY) - 80033032200

Transaction Details

Transaction Currency *

IDR - INDONESIA RUPIAH

Amount *

444.00

Other Details

Customer Reference No. *

Nurind1

Other Payment Detail *

Nurin Testing

Payment Advice

No Advice

Single Advice

Beneficiary Email Address *

NG81@mylab.local

Message to Beneficiary

PURPOSE OF THIS TESTING TO MAKE SURE THE PREVIEW PAYMENT ADVICE IS WORKING...

Next

Submit

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 10: Sistem akan menampilkan halaman *acknowledgement*

In House Transfer to Own Account > Acknowledgement

Submitted for approval

Reference No. : (DAC21120000000007) Submitted On : 20 Nov 2023 11:36:40 WIB

Product Group

Product Group
Transfer within CIMB

Sender Details

Your Account
IDR ANJAR ASMORO HERYANTO - 703057606100

Payment Mode
In House Transfer to Own Account

Value Date
20 Nov 2023

Beneficiary Details

To Account
IDR (LUPJOLYJPPJON UJUJ) YOSZOWLYJ-800035032200

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR -	444.00	IDR 0.00

Other Details

Customer Reference No.
Nurini01

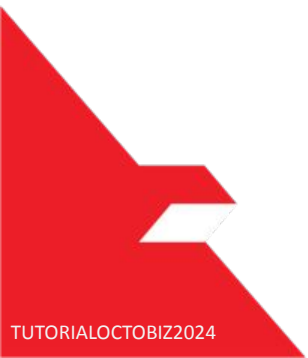
Other Payee's Details
Nurin Testing

Payment Advice

Beneficiary Email Address
NGB10@mylab.local

Message to Beneficiary
PURPOSE OF THIS TESTING TO MAKE SURE THE PREVIEW PAYMENT ADVICE IS WORKING SUCCESSFULLY WITHOUT ANY ERROR

Print Save As Template Make Another Transaction

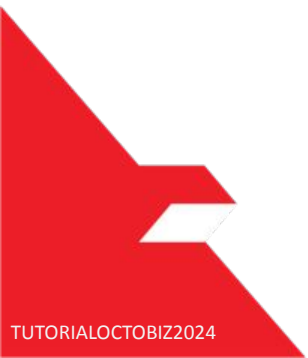


Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 11: *Login* sebagai *Approver* untuk melakukan *Approval*

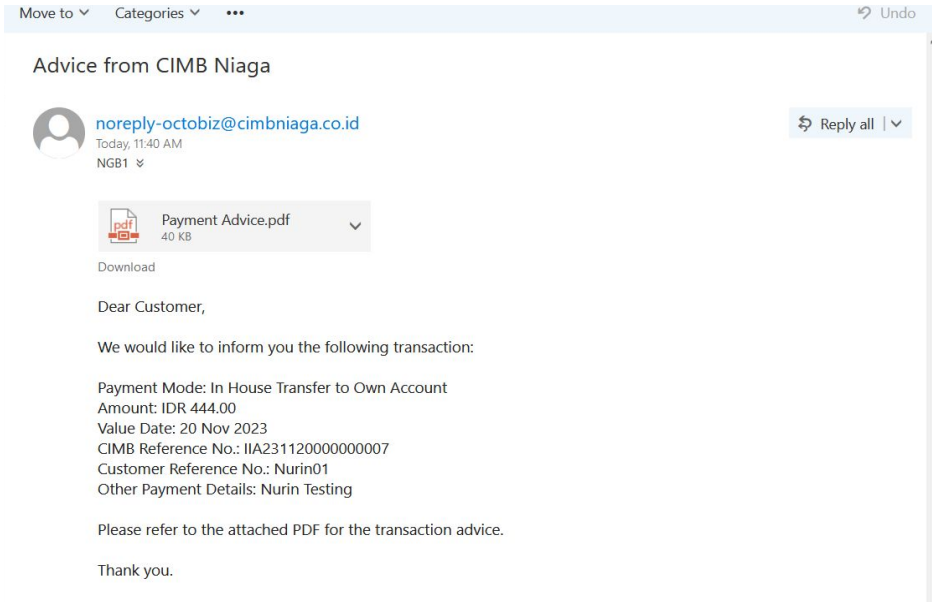
Catatan: Untuk lebih detail, dapat dilihat pada *Modul Approval Process*



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 11: Setelah *approval* sukses, sistem akan mengirimkan email bersama dengan PDF *payment advice*



CIMB NIAGA

Payment

OCTO Biz
BY CIMB NIAGA

To:
NGB1@mylab.local

Please be advised that the following transfer has been made to your

Value	20 Nov 2023
Payment Mode :	In House Transfer to Own Account
Your Account :	IDR JLUPJOLY JPPYJON UUJOJ YOS
Bank Name:	CIMB Niaga
Amount	IDR 444.00
Customer Reference No. :	Nurin01
Other Payment Details :	Nurin Testing
Message to Beneficiary	PURPOSE OF THIS TESTING TO MAI

If you have any questions about this advice,

Contact Name :	CORP4
Mobile No. :	89522898356
Email :	NGB1@mylab.local

Payer Details

Subscriber Building No 559000
559000 Subscriber Name Street
SINGAPORE Subscriber Name Street 4

Transfer to Own Account

Mobile Version

TUTORIALOCTOBIZ2024

KEJAR MIMPI

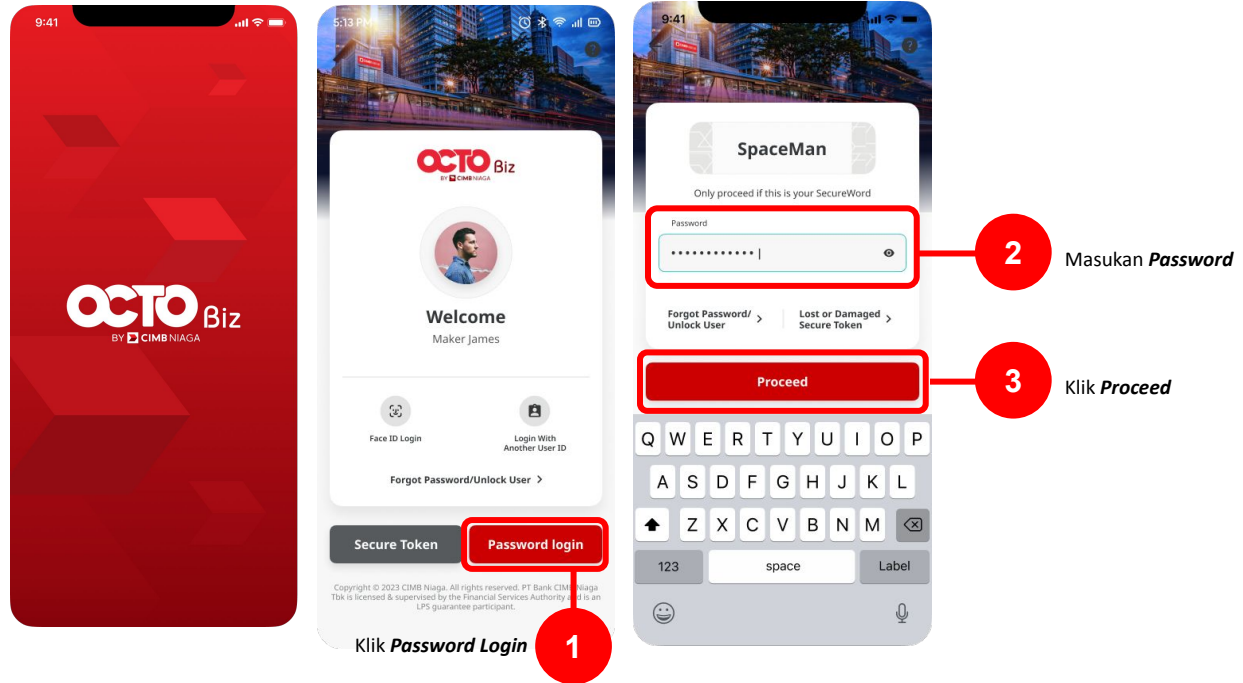
LIVE
AN
EPICC
LIFE



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

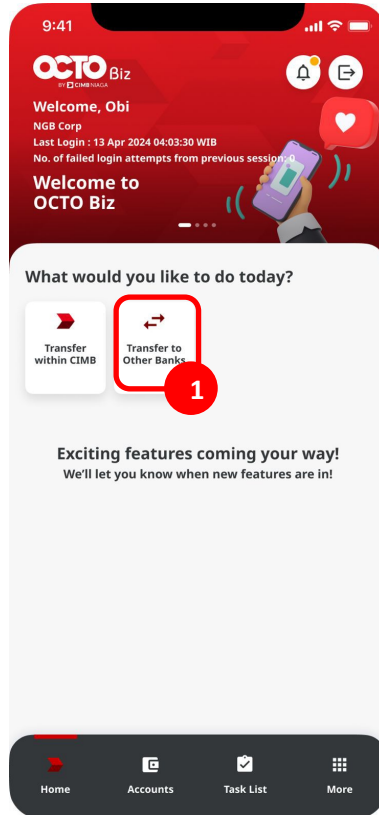
Langkah 1: [1] **Login** sebagai **Maker** > [2] Klik Tombol **Password Login** > [3] Masukan **Password** > [4] Klik Tombol **Proceed**



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 2: **[1]** Pilih Product Group = ***Transfer to Other Banks***

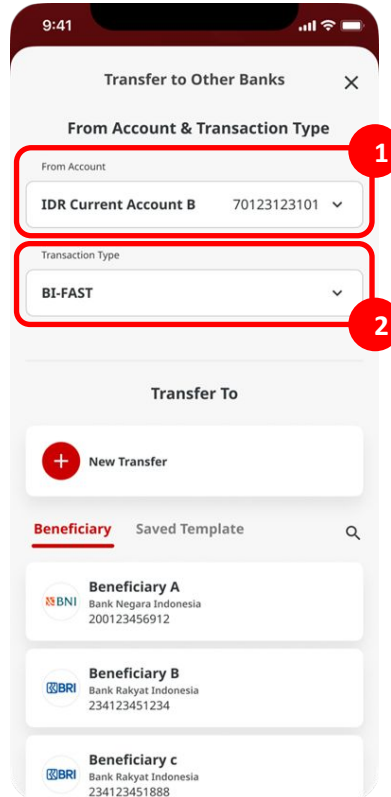


Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 3: [1] Pilih **From Account**

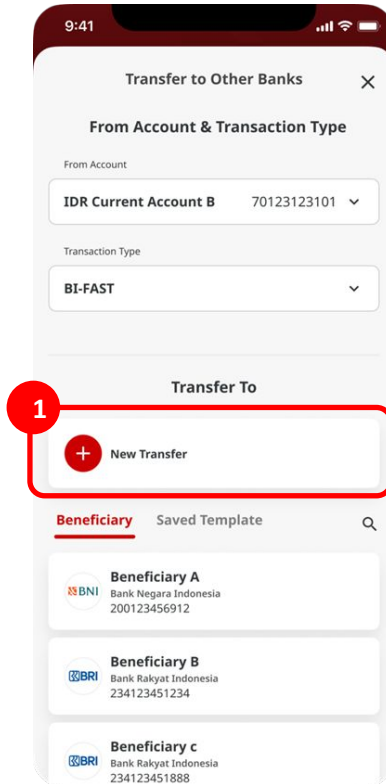
Langkah 4: [2] Pilih **Transaction Type** = BI-FAST



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 5: **[1]** Pilih **Transfer To**



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 6: [1] Lengkapi **Beneficiary Details** > [2] Klik **Next**

9:41

BI-FAST

Beneficiary Details

Transfer Money Via

Bank Account No. ▾

Beneficiary Bank Name

Bank Negara Indonesia ▾

Beneficiary Account No.

112354354353425

Next

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 7: [1] Lengkapi jumlah **Amount**

Langkah 8: [2] Lengkapi **Value Date & Recurring field**

Langkah 9: [3] Klik **Next**

9:41

BI-FAST

Amount

Kristanto Haryadi

Amount

IDR 500,000,000.00

Value Date & Recurring

Method

Value Date Recurring

Value Date

01 Mar 2023

Next

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 10: [1] Lengkapi bagian **Other Details**

Langkah 11: [2] Klik **Next**

9:41

BI-FAST

Other Details

Customer Reference No.

Fund Transfer

Other Payment Details (Optional)

July

Category Purpose Code

PC001 - Food and live animals

Charges Borne by (If any)

Payment Advice

No Advice Simple Advice

Note
Sender and recipient will see these notes in their bank statement.

Next

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 12: **[1]** Klik **Submit**

9:41

Confirmation

Amount
IDR 500,000.00

To Kristanto Haryadi
Bank Negara Indonesia
112354354353425

From IDR Current Account B
70123123101

Payment Mode BI-FAST

Value Date 01 Mar 2023

Customer Reference No. Fund Transfer

Other Payment Details July

Category Purpose Code PC001 - Food and live animals

Bank Charges IDR 0.00

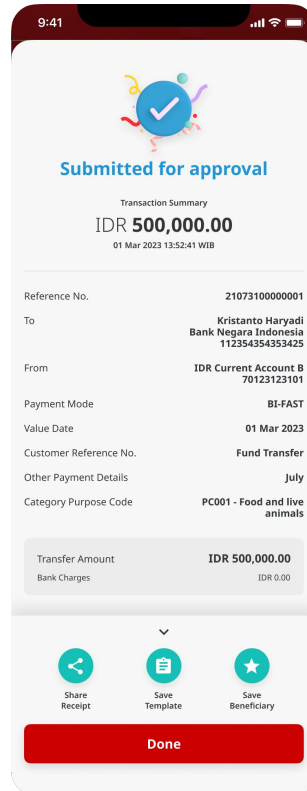
Total Amount IDR 500,000.00

Save as draft Submit

Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 13: Sistem menampilkan halaman acknowledgement

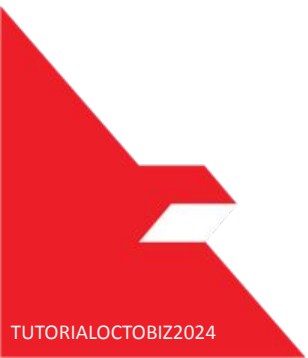


Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 14: *Login* sebagai *Approver* untuk melakukan *Approval*

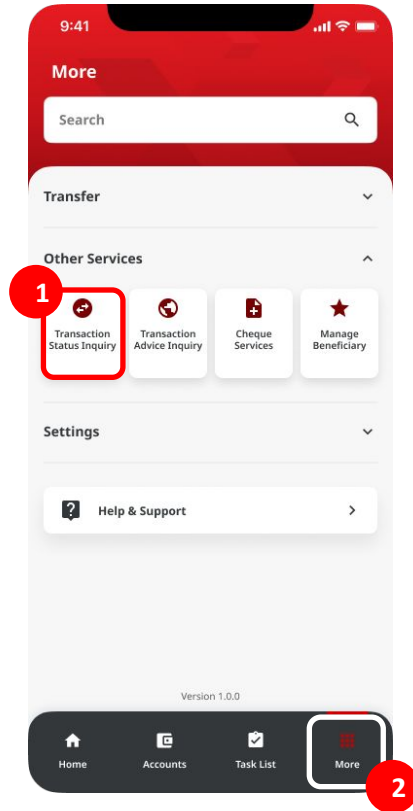
Catatan: Untuk lebih detail, dapat dilihat pada *Modul Approval Process*



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

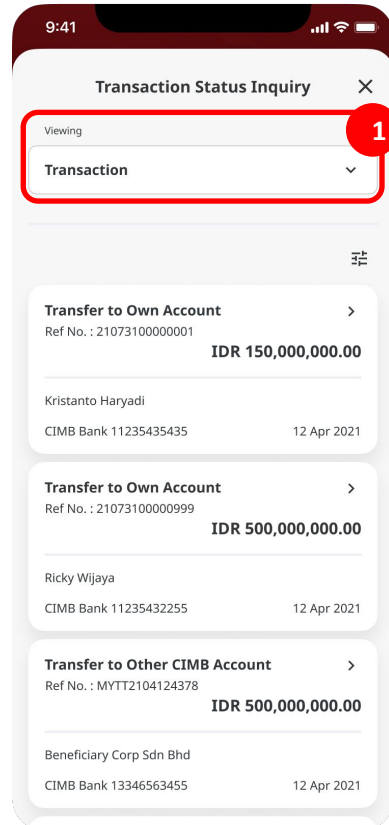
Langkah 15: Setelah di-approve [1] Klik **More** > [2] Klik **Transaction Status Inquiry**



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

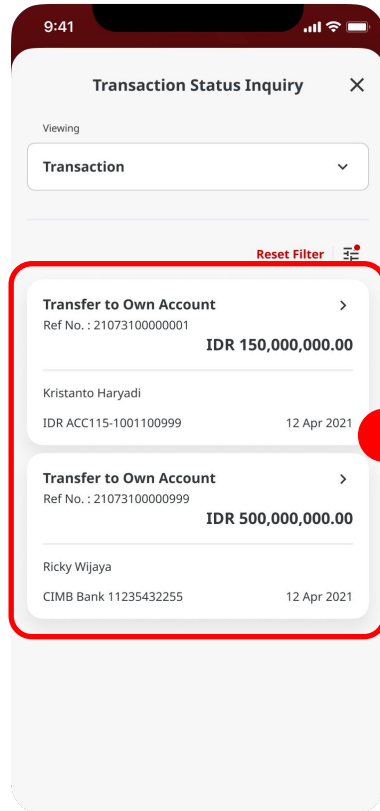
Langkah 16: [1] Sistem akan menunjukkan halaman **Transaction Status Inquiry** dengan *Viewing = Transaction*



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 17: Catatan di halaman listing akan tampil berdasarkan *filter* > [1] Klik pada catatan manapun yang diinginkan

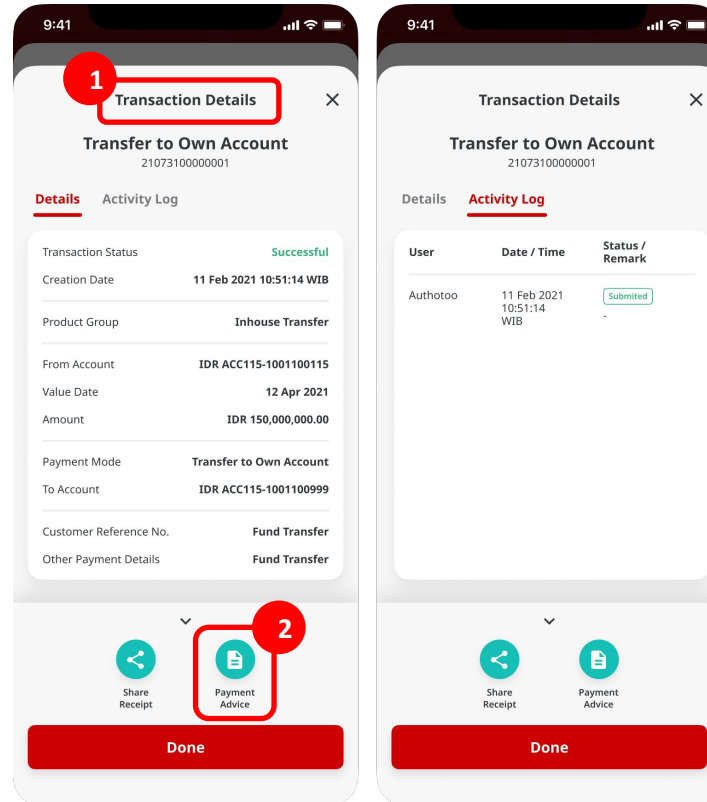


Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 18: [1] Sistem menunjukkan halaman detail **Transaction**

Langkah 19: [2] Klik pada **Payment Advice**



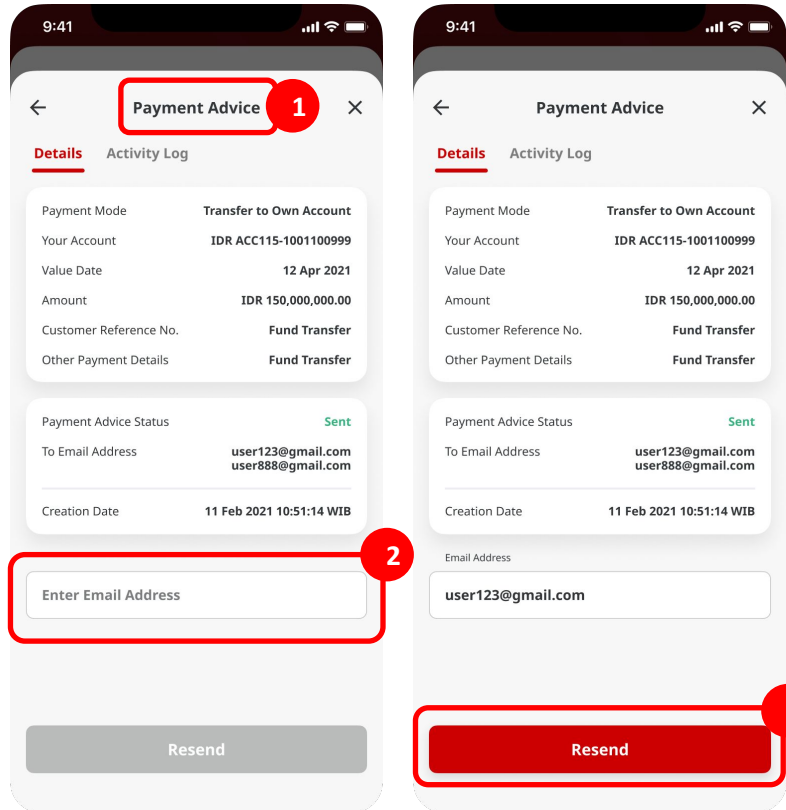
Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 20: [1] Sistem menunjukkan halaman **Payment Advice**

Langkah 21: [2] Lengkapi **email address**

Langkah 22: [3] Klik **Resend**



Payment Advice

Menu : Pay & Transfer | Deskripsi: Fungsi untuk customer dapat membuat *payment advice* dan dikirimkan ke email *beneficiary*

Langkah 23:Sistem akan memunculkan halaman ***successful***

