

*Aksi dan
Kolaborasi*

Pay & Transfer

Save as Draft

TUTORIALOCTOBIZ2024



Pay & Transfer – Save as Draft

Save as Draft adalah modul yang digunakan untuk menyimpan pembayaran sebelum dijalankan

Transfer to Own Account

Website Version

TUTORIALOCTOBIZ2024

LIVE
AN
EPICC
LIFE



Save As Draft

- 1. Menyimpan transaksi dengan satu *Beneficiary***
2. Menyimpan transaksi dengan banyak *Beneficiaries*
3. Langkah yang dapat dilakukan pada transaksi yang telah *di-Saved*
 - *Submit*
 - *Edit*
 - *Delete*

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

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](#)

Welcome

Company ID
CORPPT200092

User ID
makerjames

Next

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

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

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1 Isi **Company ID & User ID**

2 Klik tombol **Next**

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

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

The screenshot shows the OCTO Biz login page. At the top left is the OCTO Biz logo. Below it is a banner with the text "Need to submit your OCTO Biz Maintenance Request? Just email us." and a "Find Out More" button. To the right is a login card titled "Welcome" for the user "SpaceMan". The card contains a "Password" input field with a red box around it and a "Proceed" button also with a red box around it. A red circle with the number "1" points to the password field, and another red circle with the number "2" points to the "Proceed" button. At the bottom of the page are links for "Privacy Policy", "Security Arrangement", "Client Charter", and "Terms & Conditions".

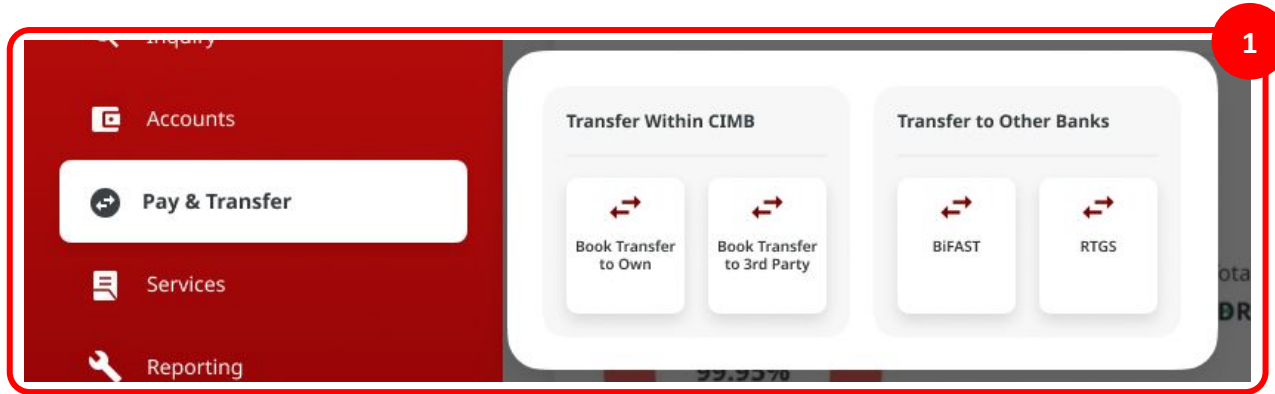
1 Isi **Password**

2 Klik tombol **Proceed**

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 3: [Maker] [1] Arahkan kursor pada *Pay & Transfer* > Klik *Payment Mode* yang diinginkan untuk mengarah pada halaman entri *Payment*



Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 4: [Maker] Pada Pay & Transfer bagian Data Entry, [1] Klik kolom 'Your Account' > [2] Pilih sumber akun yang diinginkan > [3] Klik **Next**

In House Transfer to Own Account

Product Group
Product Group *
InHouse Transfer

Sender Details
Your Account *
Select
Payment Mode *
Inhouse Transfer to Own Account

Beneficiary Details
To Account *
Select

Transaction Details
Transaction Currency *
IDR - INDONESIA RUL...
Amount *
Enter

Other Details
Customer Reference No.
Enter
Other Payment Detail
Enter

Payment Advice
No Advice Simple Advice

Add Another Transaction Save As Draft Next

Your Account Listing

Search By
Account Name Account No. Account Name
Search

Account Name	Account No.	Account Balance
INTRM BAHU	70302700100	IDR 1.883.242.350.888.76
GL ACCT 0110	703088333800	IDR 0.00
GL ACCT 2010	703185055300	IDR 47.008.879.15
GL ACCT 20A	703191286400	IDR 34.016.388.60
GL ACCT 21B	703191891000	IDR 186.640.99
BANGUN PERGADA SEKALI	703186374000	IDR 18.677.644.48
DIR ACCT 01	702938153000	IDR 12.333.189.05
BANGUN PERGADA SEKALI	703017402000	IDR 8.506.812.563.983.69
GL ACCT 011E	702942031000	IDR 0.00
GL ACCT 011D	80000332301	IDR 0.00
GL ACCT 200	80000332302	IDR 0.00

Cancel Next

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 5: [Maker] [1] Pilih *value date*

In House Transfer to Own Account

Product Group Saved Templates

Product Group *
InHouse Transfer

Sender Details

Your Account *
1232313123213456-IDR NGB ID SIT FUNC LONG DESCRIPTION ACC

Payment Mode *
Inhouse Transfer to Own Account

Value Date *
11 Sep 2023

Bank Overlap: 001 0:00

Recurring transfer

Beneficiary Details

To Account *
Select

Transaction Details

Transaction Currency *
IDR - INDONESIA RU...

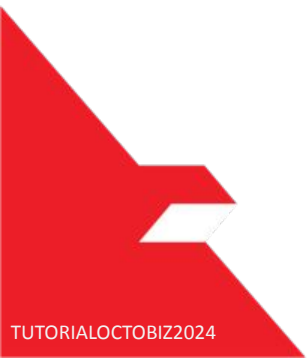
Amount *
Enter

Other Details

Customer Reference No. *
Enter

Other Payment Details *
Enter

Payment Advice



Save As Draft

Menu : Pay & Transfer | Deskripsi: Menu ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 6: [Maker] [1] Klik kolom **'To Account'** > [2] Pilih **Crediting Account** yang diinginkan > [3] Klik **Next**

In House Transfer to Own Account

Product Group Save Templates

Product Group *
Inhouse Transfer

Sender Details

Your Account *
1232313123213456-IDR NGB ID SIT FUNC LONG DESCRIPTION ACC

Payment Mode *
Inhouse Transfer to Own Account

Value Date *
11 Sep 2023

Recurring transfer

Beneficiary Details

To Account *
Select

Transaction Details

Transaction Currency *
IDR - INDONESIA RU...

Amount *
Enter

Other Details

Customer Reference No. *
Enter

Other Payment Details *
Enter

Payment Advice

To Account Listing

Search By
Account Name Account No. Account Name

Account Name	Account No.	Account Balance
<input checked="" type="radio"/> DESA/HUB CURRENT ACCT 14	13123123	IDR 0.00
<input type="radio"/> NULPHURPGEF	70000117600	IDR 0.00
<input type="radio"/> INTBW WAHYU	700007600100	IDR 1.883,242,330,088.78
<input type="radio"/> GL ACCT 01110	700009023800	IDR 0.00
<input type="radio"/> GL ACCT 2010	700185600000	IDR 47,690,875.15
<input type="radio"/> GL ACCT 20A	700191986400	IDR 34,010,388.00
<input type="radio"/> GL ACCT 20B	7001919891000	IDR 508,842.00
<input type="radio"/> BANGUN PERSADA SEKALI	7003195014000	IDR 101,677,844.48
<input type="radio"/> WIRDI LUKMAN FEBRIANITO	7003160700000	IDR 8,112,241.47
<input type="radio"/> BANGUN PERSADA SEKALI	7003197047000	IDR 1,146,197.00
<input type="radio"/> IDR-ACCT 01	700000010000	IDR 72,330,185.05
<input type="radio"/> BANGUN PERSADA SEKALI	700007442000	IDR 8,536,872,963,885.69
<input type="radio"/> GL ACCT 0111E	702040201100	IDR 0.00
<input type="radio"/> INDAHRI ACCT 123	8000000318700	IDR 43,279,877.36
<input type="radio"/> GL ACCT 20D	800000003200	IDR 0.00



Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 7: [Maker] [1] Lengkapi kolom mandatory > [2] klik **Save as Draft**

In House Transfer to Own Account

Product Group Saved Templates

Product Group *

Inhouse Transfer

Sender Details

Your Account *

703037606100-IDR-INTBM WAHYU

Payment Mode *

Inhouse Transfer to Own Account

Value Date *

15 Sep 2023

Recurring transfer

Beneficiary Details

To Account *

IDR GL ACCT 201D - 70318565500

Transaction Details

Transaction Currency *

IDR - INDONESIA RU...

Amount *

450,000.00

Other Details

Customer Reference No. *

RR

Other Payment Details *

OPD

Payment Advice

No Advice Simple Advice

Add Another Transaction Save as Draft **Next**

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 8: [Maker] Sistem akan mengarahkan ke halaman *acknowledgement* ketika sudah berhasil disubmit

In House Transfer to Own Account

Draft saved

Reference No.: 11A230915000000075 | Submitted On: 15 Sep 2023 18:27:51 WIB

Product Group Save Template

Product Group *

InHouse Transfer

Sender Details

Your Account *

703057606100-IDR-INTBM WAHYU

Payment Mode *

Inhouse Transfer to Own Account

Value Date *

15 Sep 2023

Recurring transfer

Beneficiary Details

To Account *

IDR GL ACCT 2010 - 703185655000

Transaction Details

Transaction Currency *

IDR - INDONESIA RU...

Amount *

450,000.00

Other Details

Customer Reference No. *

RR

Other Payment Details *

OPD

Payment Advice

No Advice Simple Advice

Save as Draft Next

Save As Draft

1. Menyimpan transaksi dengan satu *Beneficiary*
- 2. Menyimpan transaksi dengan banyak *Beneficiaries***
3. Langkah yang dapat dilakukan pada transaksi yang telah *di-Saved*
 - *Submit*
 - *Edit*
 - *Delete*

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 1: Login sebagai *Maker*, ke bagian data entry Pay & Transfer (Merujuk ke *Save as Draft* Langkah 1 – Langkah 3)

Langkah 2: [*Maker*] [1] Lengkapi seluruh kolom *mandatory* > [2] klik **Add Another Transaction**

The screenshot shows a web form titled "In House Transfer to Own Account". The form is divided into several sections: "Product Group", "Sender Details", "Beneficiary Details", "Transaction Details", and "Other Details". A red box highlights the entire form, with a red circle containing the number "1" next to it. At the bottom of the form, there are three buttons: "Add Another Transaction" (highlighted with a red box and a red circle containing the number "2"), "Save as Draft", and "Next".

Product Group

Product Group *
Inhouse Transfer

Sender Details

Your Account *
703057606100-IDR INTBSM WAWIYU

Payment Mode *
Inhouse Transfer to Own Account

Value Date *
15 Sep 2023

Recurring transfer

Beneficiary Details

To Account *
IDR GL ACCT 2010 - 70318565500

Transaction Details

Transaction Currency *
IDR - INDONESIA RIA...

Amount *
450,000.00

Other Details

Customer Reference No. *
RR

Other Payment Detail *
OPD

Payment Advice
 No Advice Simple Advice

Buttons: Add Another Transaction, Save as Draft, Next

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 3: *[Maker]* Jika sudah sukses, sistem akan menampilkan halaman entri **Online Batch** > [1] Lengkapi details pada **second beneficiary** > [2] Klik **Add Another Transaction**

In House Transfer to Own Account (Multiple)

Product Group Save as Draft

Product Group *
Inhouse Transfer

Sender Details

Your Account *
70307000100-000-INTERM-SMARTU

Payment Made *
Inhouse Transfer to Own Account

Value Date *
15 Sep 2022

Recurring transfer

Beneficiary Details

To Account *
Select

Transaction Details

Transaction Currency *
IDR - INDONESIA RU...

Amount *
Enter

Other Details

Customer Reference No. *
Enter

Other Payment Detail *
Enter

Payment Advice

Add Another Transaction

1 Item(s)

Beneficiary Account No.	Beneficiary Name	Amount	Bank Charges	Action
7030700000	GL-ACCT 2010	IDR 100.000.00	300.000	<input type="button" value="Save"/> <input type="button" value="Del."/>

Save As Draft

1. Menyimpan transaksi dengan satu *Beneficiary*
2. Menyimpan transaksi dengan banyak *Beneficiaries*
3. **Langkah yang dapat dilakukan pada transaksi yang telah *di-Saved***
 - ***Submit***
 - *Edit*
 - *Delete*

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

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

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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**

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

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

The screenshot shows the OCTO Biz mobile app interface. At the top left is the OCTO Biz logo. Below it is a banner for 'Need to submit your OCTO Biz Maintenance Request? Just email us.' with a 'Find Out More' button. On the right is a 'Welcome' screen for 'SpaceMan' with a 'Proceed' button. A red box highlights the password field, and another red box highlights the 'Proceed' button. Red circles with numbers 1 and 2 point to these elements, with labels 'Isi Password' and 'Klik tombol Proceed' respectively. A warning message is visible at the bottom left of the app screen.

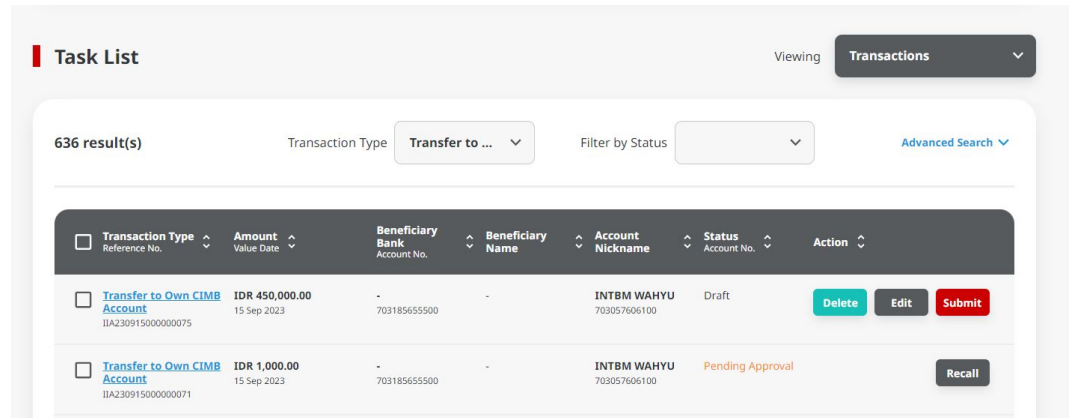
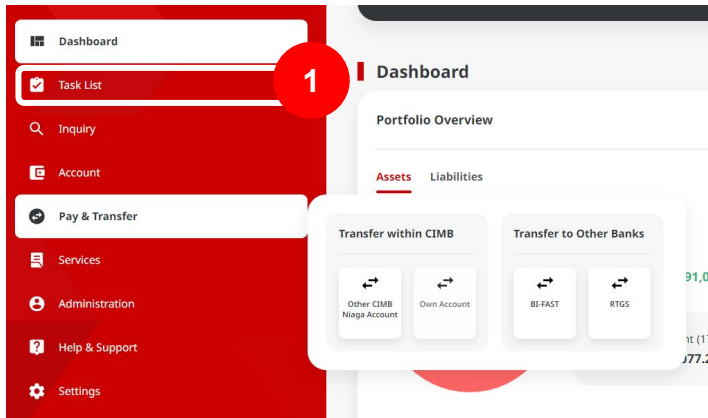
1 Isi **Password**

2 Klik tombol **Proceed**

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 3: [1] Arahkan kursor pada Menu: Inquiry > Klik **Task List**



Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 4: [Maker] [1] Check **saved transaction** dan Klik *task's hyperlink* untuk menavigasi ke halaman *Task Detail*

Task List Viewing Transactions

636 result(s) Transaction Type: Transfer to ... Filter by Status: Advanced Search

Transaction Type Reference No.	Amount Value Date	Beneficiary Bank Reference No. Account No.	Beneficiary Name	Account Nickname	Status Account No.	Action
<input type="checkbox"/> Transfer to Own CIMB Account IIA230915000000075	DR 450,000.00 15 Sep 2023	- 703185655500	-	INTBM WAHYU 703057606100	Draft	Delete Edit Submit
<input type="checkbox"/> Transfer to Own CIMB Account IIA230915000000071	DR 450,000.00 15 Sep 2023	- 703185655500	-	INTBM WAHYU 703057606100	Pending Approval	Recall

Task List > Details

Transaction Status : Draft

Creation Date: 2023-09-15 18:27:51 WIB Reference No.: IIA230915000000075

Product Group
Product Group: InHouse Transfer

Sender Details
Your Account: IDR INTBM WAHYU - 703057606100 Payment Mode: Inhouse Transfer to Own Account Value Date: 15 Sep 2023

Beneficiary Details
To Account: IDR GL ACCT 2010-703185655500

Transaction Details
Transaction Currency: IDR - INDONESIAN RUPIAH Amount: 450,000.00 Bank Charges: IDR 0.00

Other Details
Customer Reference No.: RR Other Payment Details: OPD

User Activities

User	Activities	Date / Time	Remark
MAKER7	Save	15 Sep 2023 18:27:51 WIB	

Back Delete Edit Submit

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 5: [Maker] [1] Klik **Submit** > [2] klik **Yes** pada *pop-up box*

Task List > Details

Transaction Status : Draft

Creation Date: 2023-09-15 18:27:51 WIB | Reference No: IIA230915000000075

Product Group: Inhouse Transfer

Sender Details: Your Account: IDR INTBM WAHYU - 703057066100 | Payment Mode: Inhouse Transfer to Own Account | Value Date: 15 Sep 2023

Beneficiary Details: To Account: IDR GL ACCT 2010-70318565500

Transaction Details: Transaction Currency: IDR - INDONESIAN RUPIAH | Amount: 450,000.00 | Bank Charges: IDR 0.00

Other Details: Customer Reference No: RR | Other Payment Details: OPD

User Activities: User: MAKER7 | Activities: Save | Date / Time: 15 Sep 2023 18:27:51 WIB | Remark:

Buttons: Back, Delete, Edit, **Submit** (1)

IDR - INDONESIAN RUPIAH 450,000.00 IDR 0.00

Other Details: Customer Reference No: RR

User Activities: User: MAKER7 | Activities: Save | Date / Time: 15 Sep 2023 18:27:51 WIB

Submit Pop-up Box: Are you sure you want to submit this item? Buttons: No, **Yes** (2)

Save As Draft

Menu : Pay & Transfer | Deskripsi: Sistem ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 6: [Maker] Pada submission yang , sistem akan mengarah pada halaman *acknowledgement*

Task List > Acknowledgement

Submitted for approval

Reference No. : 18A230915000000075 Submitted On : 15 Sep 2023 18:36:39 WIB

Product Group

Product Group
InHouse Transfer

Sender Details

Your Account:	Payment Mode:	Value Date:
IDR INTBM WAHYU - 703057606100	Inhouse Transfer to Own Account	15 Sep 2023

Beneficiary Details

To Account:
IDR GL ACCT 2010-703185655500

Transaction Details

Transaction Currency:	Amount:	Bank Charges:
IDR - INDONESIAN RUPIAH	450,000.00	IDR 0.00

Other Details

Customer Reference No.:	Other Payment Details:
RR	OPD

Print Done

Catatan:Lihat Panduan Pengguna masing-masing Mode Pembayaran/Proses Persetujuan untuk detail lebih lanjut mengenai alur persetujuan.

Save As Draft

1. Menyimpan transaksi dengan satu *Beneficiary*
2. Menyimpan transaksi dengan banyak *Beneficiaries*
3. **Langkah yang dapat dilakukan pada transaksi yang telah *di-Saved***
 - *Submit*
 - ***Edit***
 - *Delete*

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 1: Login to CFO sebagai Maker, navigasi ke halaman **Task Details** bagian **Saved Transaction** (Merujuk ke *Save as Draft* Langkah 1 – Langkah 3)

Langkah 2: [Maker] [1] Pada halaman *Task Details*, Klik **Edit**

Task List > Details

Transaction Status : Draft

Creation Date: 2023-09-15 18:27:51 WIB | Reference No.: IA23091500000075

Product Group

Product Group: InHouse Transfer

Sender Details

Your Account: IDR INTBM WAHYU - 703057806100 | Payment Mode: Inhouse Transfer to Own Account | Value Date: 15 Sep 2023

Beneficiary Details

To Account: IDR GL ACCT 2010-70318565500

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIA RUPIAH	450.000.00	IDR 0.00

Other Details

Customer Reference No.: RR | Other Payment Details: OPD

User Activities

User	Activities	Date / Time
MAKER7	Save	15 Sep 2023 18:27:51 WIB

Buttons: Back, Delete, Edit (highlighted with a red circle and '1'), Submit

Save As Draft

Menu : Pay & Transfer | Deskripsi: Sistem ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 3: *[Maker]* Sistem akan menampilkan halaman Data Entry, seluruh kolom akan menyesuaikan sesuai halaman *Task List Details*, **[1] Edit** field jika dibutuhkan

The screenshot shows a web form titled "In House Transfer to Own Account". The form is divided into several sections: "Product Group", "Sender Details", "Beneficiary Details", "Transaction Details", and "Other Details". A red rectangular box highlights the "Sender Details", "Beneficiary Details", and "Transaction Details" sections. A red circle with the number "1" is positioned to the right of the "Beneficiary Details" section. At the bottom of the form, there are buttons for "Back", "Save as Draft", and "Next".

Product Group

Product Group *
Inhouse Transfer

Sender Details

Your Account *
703057606100- IDR ENTRM WAHYU

Payment Mode *
Inhouse Transfer to Own Account

Value Date *
15 Sep 2023

Recurring transfer

Beneficiary Details

To Account *
IDR GL ACCT 2010 - 703185655900

Transaction Details

Transaction Currency *
IDR - INDONESIA RU...

Amount *
450.000,00

Other Details

Customer Reference No.
RR

Other Payment Details
OPD

Payment Advice

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 4a: [Maker] [1] Untuk menyimpan transaksi kembali, klik **Save as Draft**

In House Transfer to Own Account

Product Group Save Templates

Product Group *
Inhouse Transfer

Sender Details

Your Account *
703057606100-IDR INTBM WAHYU

Payment Mode *
Inhouse Transfer to Own Account
Bank Charge: 107.45000000

Value Date *
15 Sep 2023

Recurring transfer

Beneficiary Details

To Account *
IDR GL ACCT 201D - 703185655500

Transaction Details

Transaction Currency *
IDR - INDONESIA RU...

Amount *
450,000.00

Other Details

Customer Reference no. *
RR

Other Payment Detail *
OPD

Payment Advice

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 4b: [Maker] [1] Untuk menyimpan perubahan klik **Next** > [2] klik **Submit**

In House Transfer to Own Account

Product Group Save Templates

Product Group *
InHouse Transfer

Sender Details

Your Account *
703057606100-IDR INTBM WAHYU

Payment Mode *
Inhouse Transfer to Own Account

Value Date *
15 Sep 2023

Recurring transfer

Beneficiary Details

To Account *
IDR GL ACCT 2010 - 70318565500

Transaction Details

Transaction Currency *
IDR - INDONESIA RUPIAH

Amount *
450,000.00

Other Details

Customer Reference No.
RR

Other Payment Details
OPD

Payment Advice

In House Transfer to Own Account > Review Details

Product Group
InHouse Transfer

Sender Details

Your Account
IDR INTBM WAHYU - 703057606100

Payment Mode
Inhouse Transfer to Own Account

Value Date
11 Sep 2023

Beneficiary Details

To Account
IDR GL ACCT 2010-70318565500

Transaction Details

Transaction Currency	Amount	Bank Charges
IDR - INDONESIAN RUPIAH	450,000.00	IDR 0.00

Other Details

Customer Reference No.
RR

Other Payment Details
OPD

1

2

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 4b (Lanjutan): *System* akan mengarah pada halaman *acknowledgement*

In House Transfer to Own Account > Acknowledgement

Submitted for approval

Reference No. : M03230922000000026 Submitted On : 22 Sep 2023 18:44:34 PM

Product Group

Product Group
InHouse Transfer

Sender Details

Your Account IDR INTBM WAHYU - 703057606100	Payment Mode Inhouse Transfer to Own Account
Value Date 11 Sep 2023	

Beneficiary Details

To Account
IDR GL ACCT 201D-70318565500

Transaction Details

Transaction Currency IDR - INDONESIA RUPIAH	Amount 450,000.00	Bank Charges IDR 0.00
--	----------------------	--------------------------

Other Details

Customer Reference No. RR	Other Payment Details OPD
------------------------------	------------------------------

[Print](#) [Save As Template](#) [Make Another Transaction](#)

Save As Draft

1. Menyimpan transaksi dengan satu *Beneficiary*
2. Menyimpan transaksi dengan banyak *Beneficiaries*
3. **Langkah yang dapat dilakukan pada transaksi yang telah *di-Saved***
 - *Submit*
 - *Edit*
 - *Delete*

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 1: Login to CFO sebagai Maker, navigasi ke halaman **Task Details** bagian **Saved Transaction** (Merujuk ke *Save as Draft* Langkah 1 – Langkah 3)

Langkah 2: [Maker] [1] Pada halaman **Task Details**, Klik **Delete** > [2] klik **Yes** pada *pop-up box*

Task List > Details

Transaction Status : Draft

Creation Date: 21 Nov 2023 12:16:41 WIB | Reference No: IDA231121000000030

Product Group: Transfer within CIMB

Sender Details: Your Account: IDR ANJAR ASMORO HERVANTO - 703057606100 | Payment Mode: In House Transfer to Own Account | Value Date: 21 Nov 2023

Beneficiary Details: To Account: IDR JLUPJOLY JPPYJON UUUJQ YOSZOWLJY-800035032200

Transaction Currency	Amount	Bank Charges
IDR - INDONESIA RUPIAH	100,000.00	IDR 0.00

Other Details: Customer Reference No. | Other Payment Details

User	Activities	Date / Time	Remark
DARTARAKERJZ	Save	21 Nov	

Buttons: Back, Delete (1), Edit, Submit

Sender Details: Your Account: IDR ANJAR ASMORO HERVANTO - 703057606100 | Payment Mode: In House Transfer to Own Account | Value Date: 21 Nov 2023

Beneficiary Details: To Account: IDR JLUPJOLY JPPYJON UUUJQ YOSZOWLJY-800035032200

Transaction Details: Transaction Currency: IDR - INDONESIA | Amount: 100,000.00 | Bank Charges: IDR 0.00

Delete

Are you sure you want to delete this item?

Buttons: No, Yes (2)

Save As Draft

Menu : Pay & Transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 3: *System* akan mengarah pada halaman *acknowledgement*

Task List > Acknowledgement

Transaction(s) deleted

Reference No. : IIA23112100000030 Deleted On : 21 Nov 2023 12:17:13 WIB

Product Group

Product Group
Transfer within CIMB

Sender Details

Your Account
IDR ANJAR ASMORO HERYANTO - 703957606100

Payment Mode
In House Transfer to Own Account

Value Date
21 Nov 2023

Beneficiary Details

To Account
IDR JLUPJOLYJPPYJON UUIJQJ YOSZOWLYJ-800035032200

Transaction Details

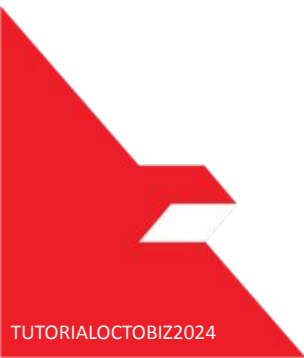
Transaction Currency	Amount	Bank Charges
IDR - INDONESIA RUPIAH	100,000.00	IDR 0.00

Other Details

Customer Reference No.
-

Other Payment Details
-

Print Done



Transfer to Own Account
Mobile Version

TUTORIALOCTOBIZ2024

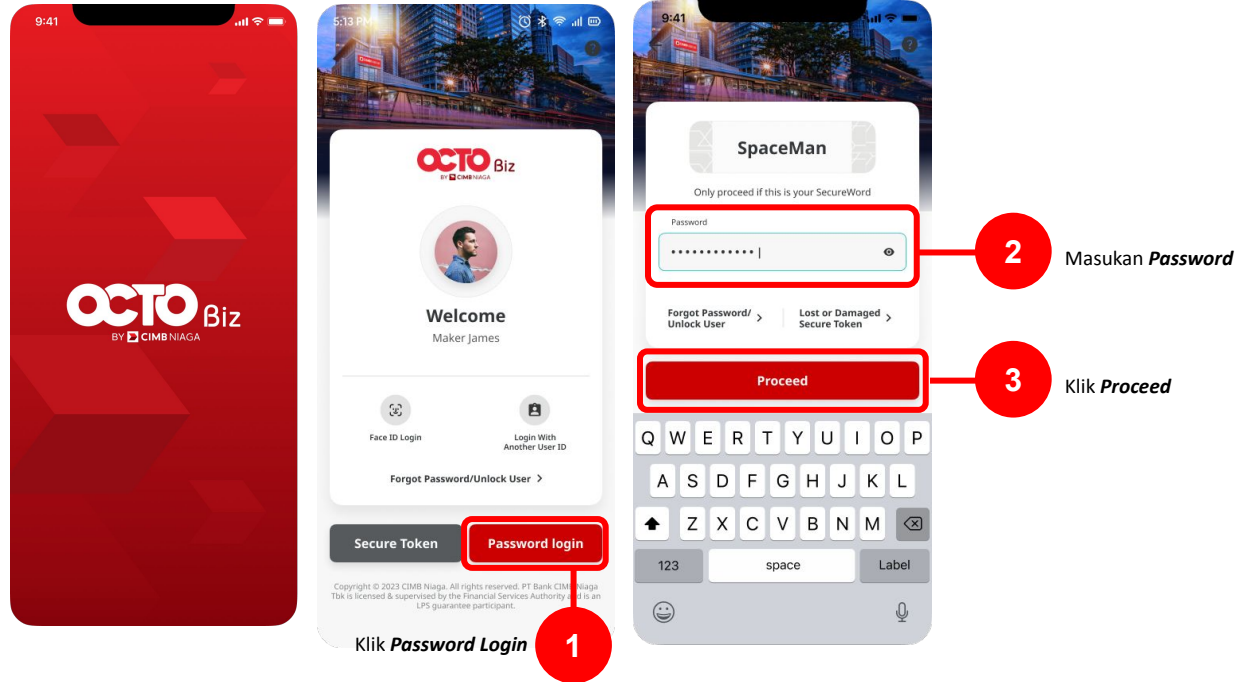
**LIVE
AN
EPICC
LIFE**



Save as Draft

Menu : Homepage > In-House transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

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



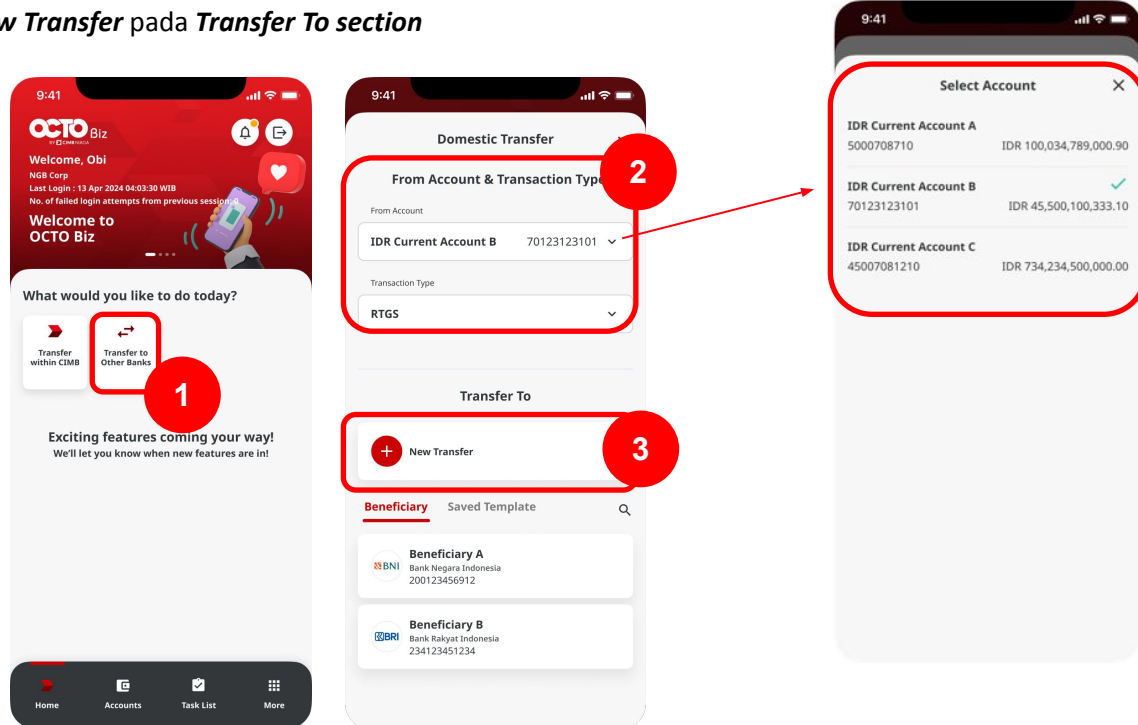
Save as Draft

Menu : Homepage > In-House transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 2: [Maker] [1] Klik **Domestic Transfer**

Langkah 3: [Maker] [2] Lengkapi **From Account** dan **Transaction Type**

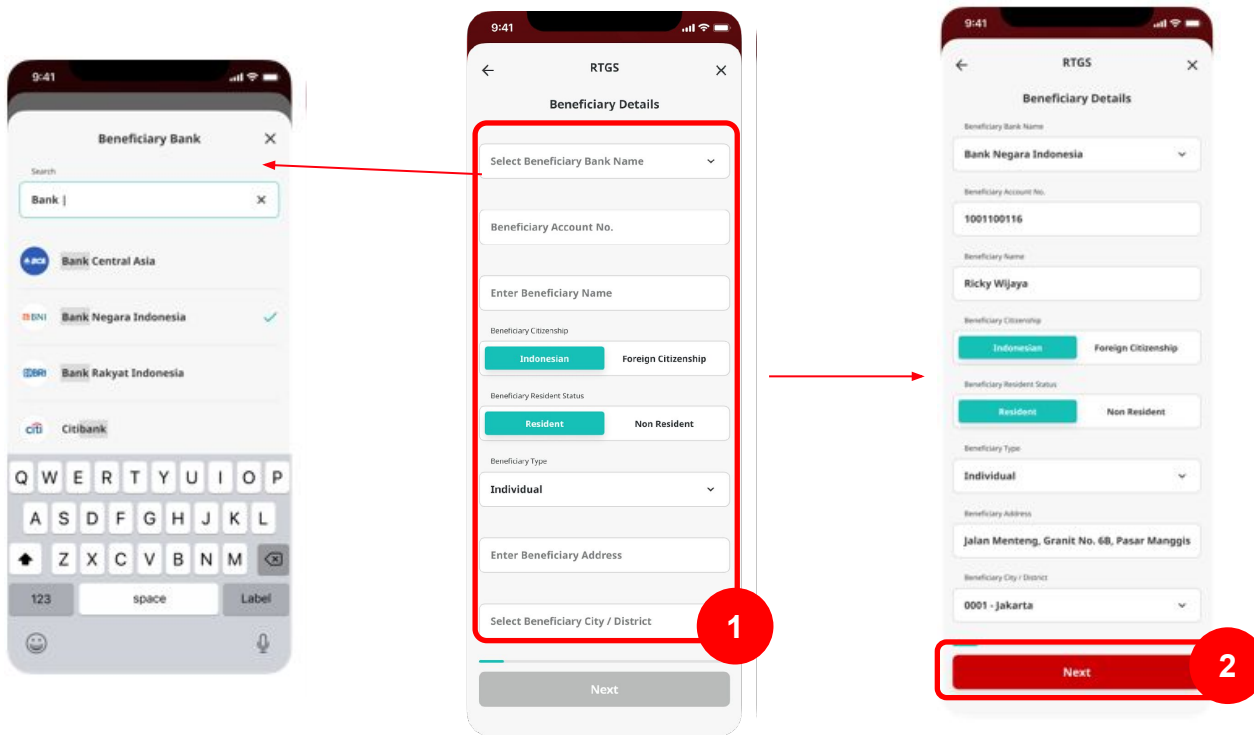
Langkah 4: [Maker][3] Pilih **New Transfer** pada **Transfer To section**



Save as Draft

Menu : Homepage > In-House transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 5: [Maker] [1] Lengkapi **Beneficiary details** [halaman ini akan tampil ketika user Klik **New Transfer**] > [2] klik **Next**

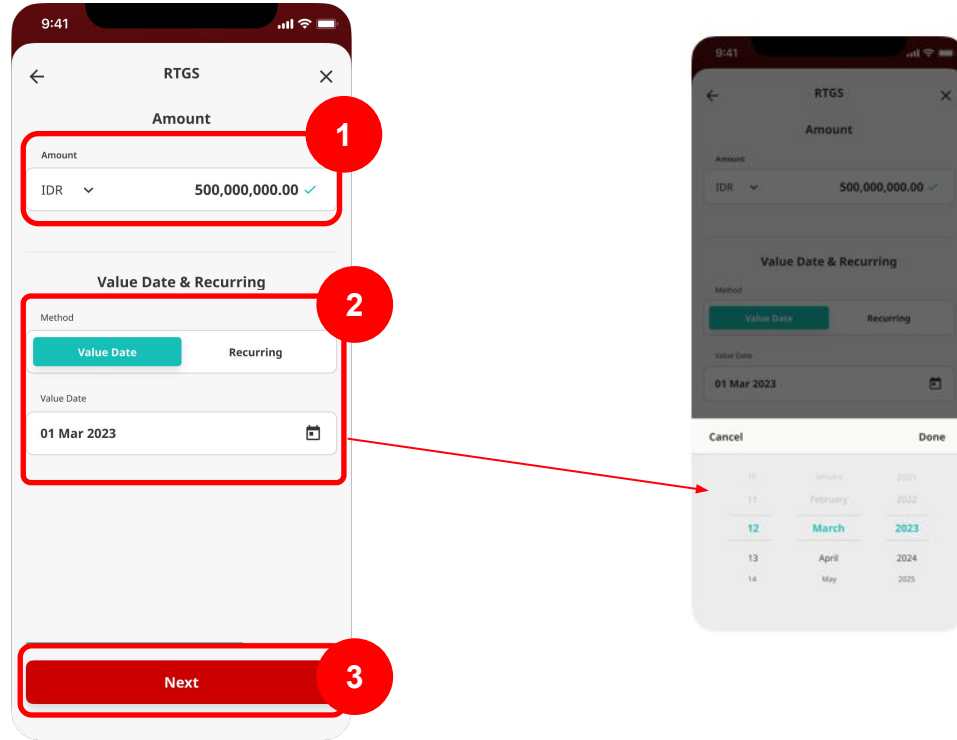


Remark: Klik "Saved Beneficiary" akan mengarahkan pada halaman di atas dengan data yang sudah diisi. Jika klik "New Transfer", perlu menginput data data di atas secara manual

Save as Draft

Menu : Homepage > In-House transfer| Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 6: [Maker] [1] Lengkapi **Amount details** > [2] Lengkapi **Value Date** > [3] klik **Next**



Save as Draft

Menu : Homepage > In-House transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 7: [Maker] [1] Lengkapi **Other Details** > [2] Klik **Next**

The image displays two sequential screenshots of a mobile application interface for an RTGS (Real Time Gross Settlement) transaction. Both screenshots show the 'Other Details' section of the form.

Left Screenshot (Step 1): A red rectangular box highlights the input fields for 'Customer Reference No.', 'Other Payment Details (Optional)', and 'Charges Borne by (If any)'. A red circle with the number '1' is positioned to the right of the box. The 'Payment Advice' section shows two buttons: 'No Advice' (highlighted in teal) and 'Simple Advice'. A 'Next' button is visible at the bottom of the screen.

Right Screenshot (Step 2): The form is filled with data: 'Customer Reference No.' is 'Fund Transfer', 'Other Payment Details (Optional)' is 'July', and 'Charges Borne by (If any)' is a dropdown menu. The 'Payment Advice' section shows 'No Advice' (highlighted in teal) and 'Simple Advice'. A red rectangular box highlights the 'Next' button at the bottom, with a red circle containing the number '2' to its right.

Save as Draft

Menu : Homepage > In-House transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 8: [Maker] Verifikasi detail pada halaman **Confirmation**> [1] klik **Save as Draft**

9:41

Confirmation

Amount

IDR 500,000.00

To Ricky Wijaya
Bank Negara Indonesia
1001100116

From IDR Current Account B
70123123101

Payment Mode RTGS

Beneficiary Citizenship Indonesian

Beneficiary Resident Status Resident

Beneficiary Type Individual

Beneficiary Address Jalan Menteng Granit No. 16B,
RT 003 RW 009, Pasar Manggis,
Setiabudi, Jakarta Selatan

Beneficiary City / District 0001 - Jakarta

Value Date 01 Mar 2023

Customer Reference No. Fund Transfer

Other Payment Details July

Bank Charges IDR 0.00

Total Amount IDR 500,000.00

1 Save as draft Submit

Save as Draft

Menu : Homepage > In-House transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Lanjutan' Langkah 8: Halaman Acknowledgement Page akan muncul



Save as Draft

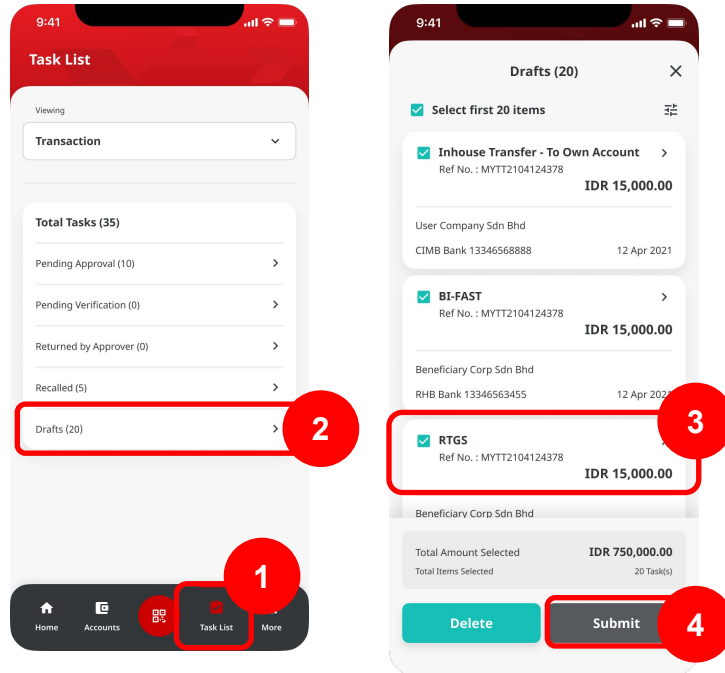
Menu : Homepage > In-House transfer| Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 9: [Maker] [1] Navigasi ke Task List dari meni

Langkah 10: [Maker] [2] Klik **Drafts tab**

Langkah 11: [Maker] [3] Temukan **saved transaction** pada halaman listing

Langkah 12: [Maker] [4] Pilih **saved record** > klik **Submit**

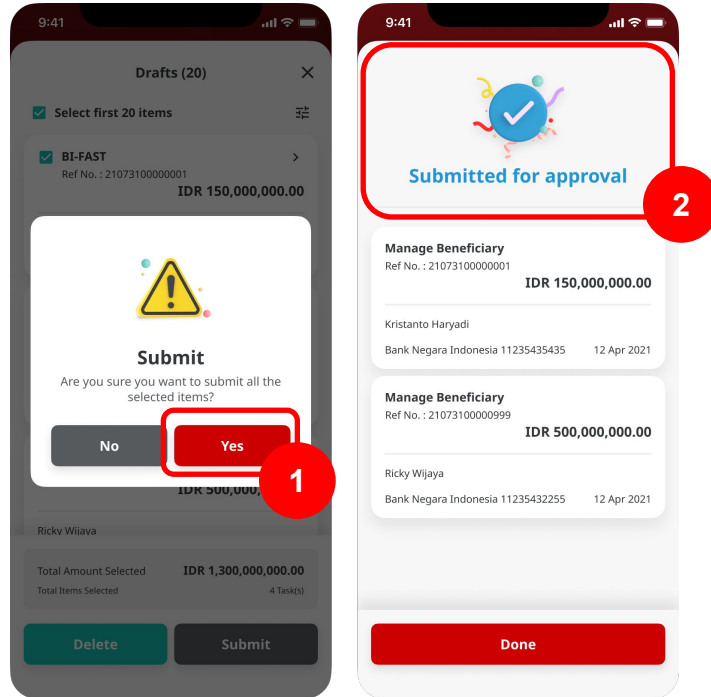


Save as Draft

Menu : Homepage > In-House transfer| Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 13: [Maker] [1] klik **Yes** pada *pop up box*

Langkah 14: [Maker] [2] Halaman *acknowledgement* akan muncul

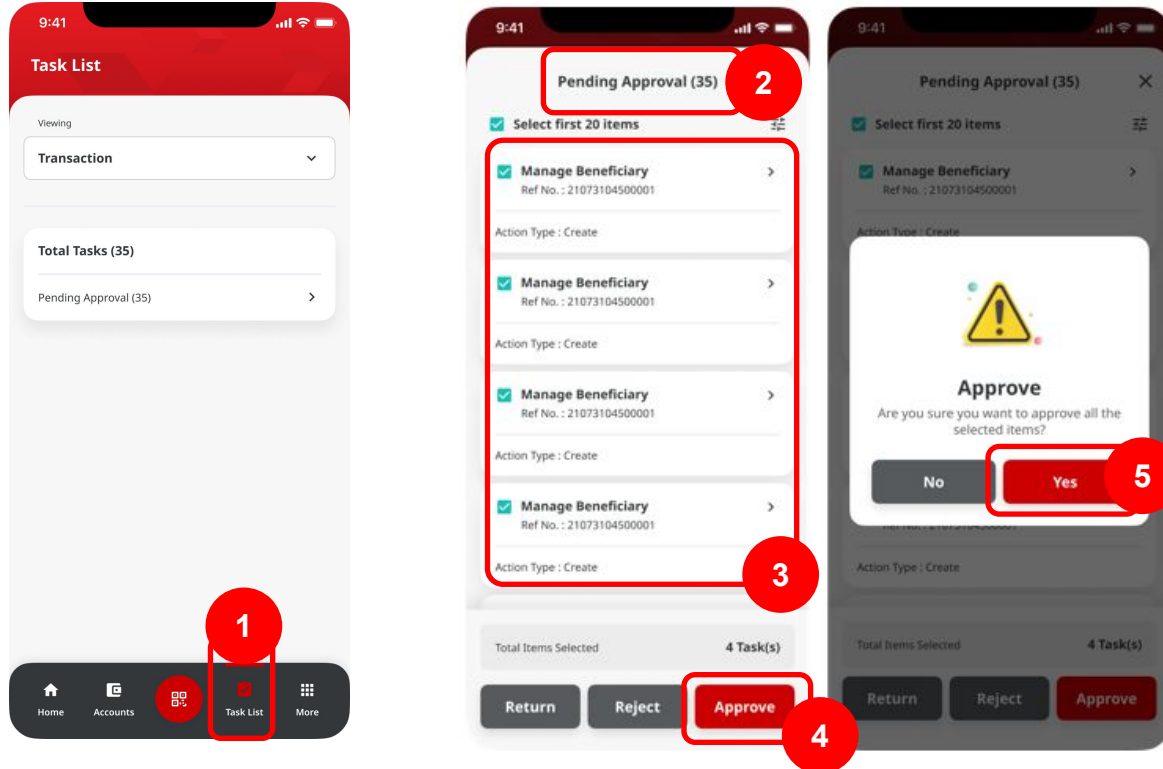


Save as Draft

Menu : Homepage > In-House transfer| Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 15: Login sebagai CFO Approve > [1] mengarah ke halaman *Task List*

Langkah 16: [CFO Approve] [2] Mengarah pada halaman *Pending Approval* > [3] Pilih on a task > [4] klik *Approve* > [5] klik *Yes* on *Confirmation Page*



Save as Draft

Menu : Homepage > In-House transfer | Deskripsi: Fungsi ini adalah untuk menyimpan data transaksi sebelum dilakukan *submission*

Langkah 16: [Approver] Sistem akan menampilkan Halaman *Acknowledgement*

