

# Oracle® Banking Digital Experience

## Virtual Account Management Corporate File Upload User Manual



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# Contents

## Preface

---

Purpose	i
Audience	i
Documentation Accessibility	i
Critical Patches	i
Diversity and Inclusion	ii
Conventions	ii
Structure	ii
Related Resources	iii
Screenshot Disclaimer	iii
Acronyms and Abbreviations	iii

## 1 Virtual Account Management File Upload

---

1.1 Upload a File	2
1.1.1 FAQs	4
1.2 Uploaded Files Inquiry	5
1.2.1 Uploaded File Inquiry – Default View	5
1.2.2 Uploaded File Inquiry – Search Filters	6
1.2.3 Uploaded File Inquiry - File Details	9
1.2.4 FAQs	21

## 2 File Approval

---

2.1 File Approval	1
2.2 Record Level Approval	3

## 3 Mobile Touch Point

---

## 4 Bulk Upload File Structure

---

## Index

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# Preface

- [Purpose](#)
- [Audience](#)
- [Documentation Accessibility](#)
- [Critical Patches](#)
- [Diversity and Inclusion](#)
- [Conventions](#)
- [Structure](#)
- [Related Resources](#)
- [Screenshot Disclaimer](#)
- [Acronyms and Abbreviations](#)

## Purpose

This guide is designed to help acquaint you with the Oracle Banking Digital Experience application. This guide provides answers to specific features and procedures that the user need to be aware of the module to function successfully.

## Audience

This document is intended for the following audience:

- Customers
- Partners

## Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc>.

### Access to Oracle Support

Oracle customer access to and use of Oracle support services will be pursuant to the terms and conditions specified in their Oracle order for the applicable services.

## Critical Patches

Oracle advises customers to get all their security vulnerability information from the Oracle Critical Patch Update Advisory, which is available at [Critical Patches, Security Alerts and](#)

[Bulletins](#). All critical patches should be applied in a timely manner to ensure effective security, as strongly recommended by [Oracle Software Security Assurance](#).

## Diversity and Inclusion

Oracle is fully committed to diversity and inclusion. Oracle respects and values having a diverse workforce that increases thought leadership and innovation. As part of our initiative to build a more inclusive culture that positively impacts our employees, customers, and partners, we are working to remove insensitive terms from our products and documentation. We are also mindful of the necessity to maintain compatibility with our customers' existing technologies and the need to ensure continuity of service as Oracle's offerings and industry standards evolve. Because of these technical constraints, our effort to remove insensitive terms is ongoing and will take time and external cooperation.

## Conventions

The following text conventions are used in this document:

Convention	Meaning
<b>boldface</b>	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.
<i>italic</i>	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.
monospace	Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.

## Structure

This manual is organized into the following categories:

Preface gives information on the intended audience. It also describes the overall structure of the User Manual.

Introduction provides brief information on the overall functionality covered in the User Manual.

The subsequent chapters provide information on transactions covered in the User Manual.

Each transaction is explained in the following manner:

- Introduction to the transaction
- Screenshots of the transaction
- The images of screens used in this user manual are for illustrative purpose only, to provide improved understanding of the functionality; actual screens that appear in the application may vary based on selected browser, theme, and mobile devices.
- Procedure containing steps to complete the transaction - The mandatory and conditional fields of the transaction are explained in the procedure. If a transaction contains multiple

procedures, each procedure is explained. If some functionality is present in many transactions, this functionality is explained separately.

## Related Resources

For more information on any related features, refer to the following documents:

- Oracle Banking Digital Experience Installation Manuals
- Oracle Banking Digital Experience Licensing Manuals

## Screenshot Disclaimer

Personal information used in the interface or documents is dummy and does not exist in the real world. It is only for reference purposes; actual screens that appear in the application may vary based on selected browser, theme, and mobile devices.

## Acronyms and Abbreviations

The list of the acronyms and abbreviations used in this guide are as follows:

**Table 1 Acronyms and Abbreviations**

Abbreviation	Description
OBDX	Oracle Banking Digital Experience

# 1

## Virtual Account Management File Upload

Corporates often look forward for an option to make multiple transactions and multiple maintenances quickly and conveniently through a single file upload typically for processing the salary of the corporate staff, for making the vendor payments or even for managing their Virtual Accounts or creating invoices on buyers through uploading a file.

File Upload module of Oracle Banking Digital Experience provides with an ability to the corporate customers to manage file uploads. Various financial and non-financial type of files can be upload by the corporate using pre-defined templates resulting in saving the transaction processing time than entering single record for each transaction.

Salary payments, fund transfers, vendor payments are a few examples of financial transactions that can be supported through file upload. A non-financial file upload facilitates upload of multiple payee creation records, Virtual Account creation, Virtual Account modification, Virtual Account closure, Virtual Accounts Structure creation, Virtual Accounts Structure modification, Virtual Entity creation, Virtual Entity modification, Virtual Entity closure, Remittance ID creation and Special Rates addition at a single instance.

S.No	Functionality Name	File Level Approval	Record Level Approval
1	Virtual Account Creation (With and without Real Accounts Linkage)	Y	Y
2	Virtual Account Modification	Y	Y
3	Virtual Account Closure	Y	Y
4	Virtual Accounts Structure creation	Y	N
5	Virtual Accounts structure Modification	Y	N
6	Virtual Entity Creation	Y	Y
7	Virtual Entity Modification	Y	Y
8	Virtual Entity Closure	Y	Y
9	Remittance ID Creation	Y	N
10	Special Rates Addition	Y	N

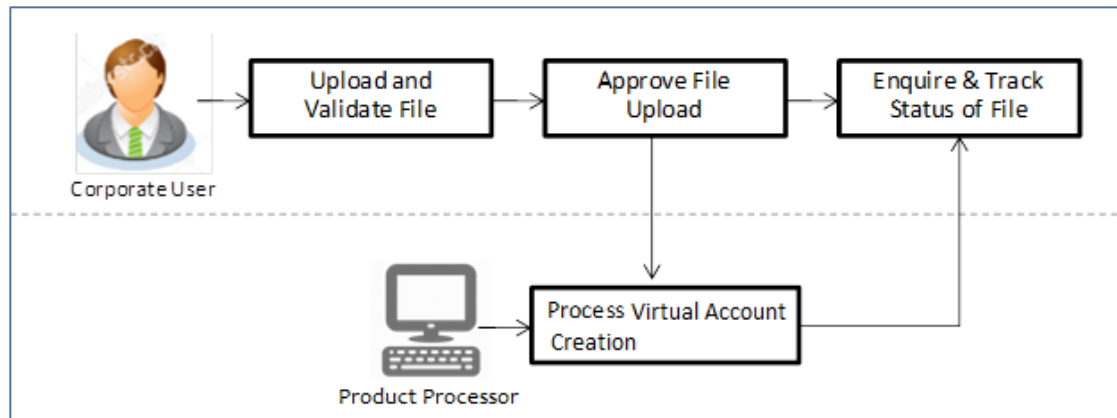
Oracle Banking Digital Experience File Upload module enables banks to upload files according to agreed operational and business rules. Also allows the users view the status of the files and records uploaded using Oracle Banking Digital Experience Platform. Further User can view and download the files which went to the error status and response file.

File Uploads facility is simple to use, has daily transaction limits and comes with the security of dual / multi signatory approvals with an option to approve the entire file (File Level approval) or each record uploaded as a part of file (Record level approval)

### Features Supported in Application

- Upload a File
- Approve a File (File Authorization)
- View Uploaded Files and status of file and its records (Uploaded File Inquiry)
- Access Error file (if any)

- Access Response File



### Prerequisites

- Party Preferences set for Corporate
- Corporate user is created
- Transaction and Party ID access is provided to corporate user.
- Approval rule set up for corporate user to perform the actions.
- Account and Transaction access has been provided to the user
- Access of the file identifiers are provided to the party and user to perform uploads and view other details.
- [Upload a File](#)
- [Uploaded Files Inquiry](#)

## 1.1 Upload a File

Upload a file option provides an option to the corporate user to upload files containing multiple Virtual Account related transactions.

While files are managed entirely within the Oracle Banking Digital Experience File Uploads module, the Virtual Account management specific transactions are queued in the respective Core Banking system/Back office system, once submitted.

1. Perform any one of the following navigation to access the screen:
  - On Home Screen, click **Corporate Dashboard**. Under **Corporate Dashboard**, click **Toggle Menu**. Under **Toggle menu**, click **File Upload**
  - Under **Corporate Dashboard**, click **Quick links**. Under **Quick links**, click **File Upload**

The **File Upload** screen displays.

The screenshot shows the 'File Upload' header. Below it is a dropdown menu labeled 'Select a File Identifier' with a downward arrow. To the right of the dropdown is the word 'Required'.

For more information on fields, refer to the field description table.

**Table 1-1 File Upload - Field Description**

Field	Description
<b>File Identifier</b>	File identifier created earlier, in order to identify the file. This will list the file identifiers assigned by the administrator user to the logged in user for handling of file uploads.

- On **File Upload** screen, select the File Identifier.
- Under **File Identifier list**, select **File Identifier**.

The **File Identifier details** displays

The screenshot shows the 'File Upload' header. Below it is a dropdown menu labeled 'Select a File Identifier' with the selected value 'CreateVE-Create Virtual Entity File Level'. Below the dropdown are several fields: 'Transaction Type' with value 'Create Virtual Entity', 'File Format Type' with value 'CSV, TXT', 'Approval Type' with value 'File Level', and 'File Name'. Below these fields is a 'Choose file...' button with an upward arrow icon. At the bottom are 'Upload' and 'Cancel' buttons.

For more information on fields, refer to the field description table.

**Table 1-2 File Upload - Field Description**

Field	Description
<b>File Identifier</b>	Select the File identifier created earlier and mapped to the user in order to identify the file.

Table 1-2 (Cont.) File Upload - Field Description

Field	Description
<b>Transaction Type</b>	<p>Displays the transaction type of the file upload.</p> <p>The transaction type applicable for Virtual Account Management:</p> <p><b>File and Record Level:</b></p> <ul style="list-style-type: none"> <li>• Create Virtual Account (with and without Real Account Linkage)</li> <li>• Modify Virtual Account</li> <li>• Close Virtual Account</li> <li>• Create Virtual Entity</li> <li>• Modify Virtual Entity</li> <li>• Close Virtual Entity</li> </ul> <p><b>File Level:</b></p> <ul style="list-style-type: none"> <li>• Create Virtual Accounts Structure</li> <li>• Modify Virtual Accounts Structure</li> <li>• Create Remittance ID</li> <li>• Add Special Rates</li> </ul>
<b>File Format Type</b>	<p>Displays the format in which the file can be uploaded.</p> <p>Virtual Account Management module supports only CSV and TXT file format.</p>
<b>Approval Type</b>	<p>Displays approval level of the file.</p> <p>The approval could be:</p> <ul style="list-style-type: none"> <li>• Record Level: In record type approval, the approver can approve some records (in a file) and reject others. Only approved records are processed.</li> <li>• File Level: In a file type approval, the approver accepts or rejects the entire file, and all records are either processed or rejected.</li> </ul> <p>Information is displayed based on the parameters defined at the file identifier selected by the user.</p>
<b>File Name</b>	<p>Choose the file from the local machine for upload.</p> <p>Post choosing the file, displays the file name.</p>

4. User can Perform any one of the following action:

- Click **Upload**.
- Click **Cancel** to abort the file uploading process.

The success message along with the file reference ID and status of the transaction appears.

5. User can Perform any one of the following action:

- Click **OK** to complete the file upload.
- Click the **File Reference ID** to inquire about the uploaded file status.

The Uploaded File Inquiry screen appears

- [FAQs](#)

## 1.1.1 FAQs

### a) What are the different file formats that can be uploaded?

Virtual Account Management module supports only CSV and TXT file format for upload.

### b) Can a file upload fail, before generating a File Reference Number?

Yes, system performs validations on the uploaded file before generating a file reference number. If one or more validations fail – the error message will be displayed on the screen and the file reference number will not be generated.

Validations include a check for maximum size, that the file is not malicious in nature; that the file is not a duplicate file, that it has the correct extension, that it is not empty etc.

## 1.2 Uploaded Files Inquiry

Through this option the user can view the files uploaded by the corporate user using Oracle Banking Digital Experience platform (only those files that the user has access to) and their status.

- The search can be filtered on various parameters like status and file reference ID.
- The user can track the status of the file and if there is an error in the file, he / she can download the error file to arrive at the exact reason for error.
- For files in the 'Processed' status, the user can download Response file, to vet status of processing (in the host) for each record, of the file.
- The user can track file history and check Individual record details.

### Navigate to Uploaded Files Inquiry

- Perform any one of the following navigation to access the Screen:
  - On **Home** Screen, click **Corporate Dashboard**. Under **Corporate Dashboard**, click **Toggle Menu**. Under **Toggle menu**, click **File Upload**. Under **File Upload** click **Uploaded File Inquiry**
  - On **Home** Screen, click **Corporate Dashboard**. Under **Corporate Dashboard**, click **Quick Links**. Under **Quick Links**, click **Uploaded File Inquiry**
- [Uploaded File Inquiry – Default View](#)
- [Uploaded File Inquiry – Search Filters](#)
- [Uploaded File Inquiry - File Details](#)
- [FAQs](#)

### 1.2.1 Uploaded File Inquiry – Default View

On accessing 'Uploaded File Inquiry' option from the menu, by default screen displays the search screen of the files uploaded.

↑ **Uploaded Files Inquiry**  
ABZ Solutions | \*\*\*462

File Identifier Required

Transaction Type File Name

File Reference ID File Status

From Date 5/10/23 To Date 5/11/23

☐ Show transactions awaiting approval workflow assignment

**Search** **Clear**

**File Status**

- **Uploaded** : File has been uploaded and file reference number is generated.    ▪ **Approved** : File has been approved.    ▪ **Rejected** : File has been rejected.
- **Processing In Progress** :    ▪ **Error** : File has been pre-processed and contains error.    ▪ **Processed** : File is liquidated.
- **Processed with Exceptions** : File is processed but some of the records are in error.    ▪ **Deleted** : File has been deleted.
- **Verified** : File has been pre-processed and authorization checks are done (limit + account access check).    ▪ **Expired** : File has been expired.    ▪ **Under Repair** :
- **Repaired** :

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## 1.2.2 Uploaded File Inquiry – Search Filters

On this screen, corporate users can search and view the files that are uploaded under a party with the file identifier, date range, transaction type, transaction reference ID, and view the record details under the same.

User is expected to provide atleast two search parameters to get the better result.

### To search and view the uploaded files

1. On **Uploaded File Inquiry** screen, select any two search criteria in the search section.
2. Click **Search**. The search results appear on the based on the search parameters.

The **Uploaded File Inquiry – Search Result** screen displays.

Table 1-3 Uploaded Files Inquiry - Field Description

Field	Description
<b>File Identifier</b>	Select the File identifier created earlier and mapped to the user in order to identify the file.
<b>Transaction Type</b>	<p>Displays the transaction type of the file upload.</p> <p>The transaction type applicable for Virtual Account Management:</p> <p><b>File and Record Level:</b></p> <ul style="list-style-type: none"> <li>Create Virtual Account (with and without Real Account Linkage)</li> <li>Modify Virtual Account</li> <li>Close Virtual Account</li> <li>Create Virtual Entity</li> <li>Modify Virtual Entity</li> <li>Close Virtual Entity</li> </ul> <p><b>File Level:</b></p> <ul style="list-style-type: none"> <li>Create Virtual Accounts Structure</li> <li>Modify Virtual Accounts Structure</li> <li>Create Remittance ID</li> <li>Add Special Rates</li> </ul>
<b>File Name</b>	Select the file name of the uploaded file.
<b>File Reference ID</b>	Select the file reference number which was generated while uploading the file.

Table 1-3 (Cont.) Uploaded Files Inquiry - Field Description

Field	Description
<b>File Status</b>	Select the status of the file uploads. The available options are: <ul style="list-style-type: none"> <li>• Uploaded</li> <li>• Approved</li> <li>• Rejected</li> <li>• Processing In Progress</li> <li>• Error</li> <li>• Processed</li> <li>• Processed with Exceptions</li> <li>• Deleted</li> <li>• Verified</li> <li>• Expired</li> </ul>
<b>From Date</b>	Select the From Date, to search for an uploaded file, in the specified date range.
<b>To Date</b>	Select the To Date, to search for an uploaded file, in the specified date range.
<b>Search Results</b>	Displays the fields based on search results
<b>Upload Details</b>	Displays the file upload date and time.
<b>Type</b>	Displays the transaction type of file uploaded
<b>File Identifier</b>	Displays the file identifier selected while uploading the file.
<b>File Name</b>	Displays the name of the uploaded file.
<b>File Reference ID</b>	Displays the file reference number generated after the file was uploaded.
<b>File Status</b>	Displays the status of the uploaded file. The file status could be: <ul style="list-style-type: none"> <li>• Uploaded: File Uploaded and file reference number is generated.</li> <li>• Verified: File has been pre-processed and authorization checks done (limit + account access check). File is now Pending Approval.</li> <li>• Error: File has been pre-processed and contains error. The end of the life cycle of the file (File Level). The user can download the error file at this stage.</li> <li>• Processing in Progress: File is not yet liquidated.</li> <li>• Rejected: File has been rejected (File level). The end of the life cycle of the file.</li> <li>• Approved: File has been fully approved.</li> <li>• Processed: File is completely liquidated. The user can download a response file at this stage.</li> <li>• Processed with exception: File is partially liquidated – i.e. while some records are processed, others are not.</li> <li>• Expired: File has expired.</li> <li>• Deleted: File was deleted.</li> </ul>

3. Perform any one of the following action.
  - Click **Clear** to reset the search criteria.
  - Click **Cancel** to close the search panel.
4. Perform any one of the following action.
  - Click the **File Reference ID** link to view the details. The Uploaded File Inquiry - File Details screen appears.
  - Click **Cancel** to discard and navigate back to the previous screen.

## 1.2.3 Uploaded File Inquiry - File Details

Through this option, the user can view the files uploaded by the corporate user for Virtual Account Creation, Virtual Account Modification, Virtual Account Closure, Virtual Accounts Structure Creation, Virtual Accounts Structure Modification, Virtual Entity Creation, Virtual Entity Modification, Virtual Entity Closure, Remittance ID Creation, and Add Special Rates with their status.

1. Click **Search** to view the files uploaded by the corporate user.

The **File Details – Virtual Account Creation** screen displays.

↑

Uploaded Files Inquiry

File Details

File Name

virtualaccount\_create\_A.csv

Transaction Type

Create Virtual Account

File Reference Id

557259102505

Number of Records

1

File Status

Processed

Transaction Reference Id

Response File Download

File Workflow

1

2

3

4

5

Uploaded

Verified

Approved

Processing In Progress

Processed

Virtual Account Record

Record Reference Number	Virtual Entity ID	Real Account Number	Virtual Account No. & Name	IBAN	Status
557259102505000001	SDCVE02	HEL0046200024	01180069 RECIBAN119	INOB0FA00601180069	COMPLETED

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### File Details – Virtual Account Modification

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November 5, 2025  
Page 9 of 36

↑  
Uploaded Files Inquiry

File Details

File Name  
VA\_modify\_file.csv

Transaction Type  
Modify Virtual Account

File Reference Id  
699654112405

Number of Records  
1

File Status  
Processed

Transaction Reference Id  
2405913A84B1

Response File Download

File Workflow

1

2

3

4

5

Uploaded

Verified

Approved

Processing In Progress

Processed

Virtual Account Record

Record Reference Number	Virtual Entity ID	Real Account Number	Virtual Account No. & Name	IBAN	Status
699654112405000001	SDCVE02	HEL0046200024	1000124 VAModify12	IN0BOFA0061000124	COMPLETED

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File Details – Virtual Account Closure

↑  
Uploaded Files Inquiry

File Details

File Name  
virtualaccount\_close.csv

Transaction Type  
Close Virtual Account

File Reference Id  
252956402405

Number of Records  
1

File Status  
Processed

Transaction Reference Id  
2405CB272519

Response File Download

File Workflow

1

2

3

4

5

Uploaded

Verified

Approved

Processing In Progress

Processed

Virtual Account Record

Record Reference Number	Virtual Account Number	Transfer In Virtual Account Number	Transfer Out Virtual Account Number	Status
252956402405000001	01180008	1000063	1000063	COMPLETED

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File Details – Virtual Accounts Structure Creation

↑

Uploaded Files Inquiry

File Details

File Name

vastructure\_create\_A.csv

Transaction Type

Create Virtual Accounts Structure

File Reference Id

222684502505

Number of Records

1

File Status

Processed

Transaction Reference Id

2505F8199E4A

Response File Download

File Workflow

1

2

3

4

5

Uploaded

Verified

Approved

Processing In Progress

Processed

Virtual Account Structure Record

Record Reference Number	Structure Code	Structure Name	Real/Virtual Multi-Currency Account Number	Status
222684502505000001	REALACCT52	REALAC157 LINKAGE	HELO046200024	COMPLETED

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File Details – Virtual Accounts Structure Modification

↑

Uploaded Files Inquiry

File Details

File Name

ModifyStructure\_VMCA2.csv

Transaction Type

Modify Virtual Account Structure

File Reference Id

896815772405

Number of Records

1

File Status

Processed

Transaction Reference Id

24056809990D

Response File Download

File Workflow

1

2

3

4

5

Uploaded

Verified

Approved

Processing In Progress

Processed

Virtual Account Structure Record

Record Reference Number	Structure Code	Structure Name	Real/Virtual Multi-Currency Account Number	Status
896815772405000001	VMCStructMAINIC15	Tree Struct MAINIC15	VMC175	COMPLETED

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File Details – Virtual Entity Creation

↑

Uploaded Files Inquiry

File Details

File Name

CreateEntity\_786.csv

Transaction Type

Create Virtual Entity

File Reference Id

134235953005

Number of Records

1

File Status

Error

Transaction Reference Id

3005B9E860ED

Error Report

Response File Download

File Workflow

1

2

3

4

5

Uploaded

Verified

Approved

Processing In Progress

Processed

Virtual Entity Record

Record Reference Number	Virtual Entity ID	Virtual Entity Name	Entity Type	Status
134235953005000001	AUIFD18	Ind Bulk Upload05	Individual	ERROR

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File Details – Virtual Entity Modification

↑

Uploaded Files Inquiry

File Details

File Name

ModifyEntity.csv

Transaction Type

Modify Virtual Entity

File Reference Id

579295190106

Number of Records

2

File Status

Processed with Exceptions

Transaction Reference Id

01065E844490

Response File Download

File Workflow

1

2

3

4

5

Uploaded

Verified

Approved

Processing In Progress

Processed

Virtual Entity Record

Record Reference Number	Virtual Entity ID	Virtual Entity Name	Entity Type	Status
579295190106000001	BULK14	CorpEntity118	Corporate	ERROR
579295190106000002	AUIFI14	IndEntity118	Individual	COMPLETED

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File Details – Virtual Entity Closure

↑

Uploaded Files Inquiry

File Details

File Name  
closeentity.csv

Transaction Type  
Close Virtual Entity

File Reference Id  
946253230106

Number of Records  
7

File Status  
Error

Transaction Reference Id  
0106BF54FA76

Error Report

Response File Download

File Workflow

1

2

3

4

5

Uploaded

Verified

Approved

Processing In Progress

Processed

Virtual Entity Record

Record Reference Number	Virtual Entity ID	Status
946253230106000001	AAAAA03	ERROR
946253230106000002	AAAAA29	ERROR
946253230106000003	AUTOD29	ERROR

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File Details – Remittance ID Creation

↑

Uploaded Files Inquiry

File Details

File Name  
remittanceDetails\_create.csv

Transaction Type  
Virtual Remittance

File Reference Id  
756009432405

Number of Records  
1

File Status  
Processed

Transaction Reference Id  
24050D1A953C

Response File Download

File Workflow

1

2

3

4

5

Uploaded

Verified

Approved

Processing In Progress

Processed

Virtual Remittance Record

Record Reference Number	Virtual Identifier	Remittance ID	IBAN	Status
756009432405000001	002	aaa7aaa667		COMPLETED

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File Details – Add Special Rates

↑ **Uploaded Files Inquiry**

---

**File Details**

File Name ICSpecialRate_Invalid.csv	Transaction Type Add Special Rate
File Reference Id 704488822005	Number of Records 16
File Status Error	Transaction Reference Id
Error Report	

File Workflow

The record details are not available since the uploaded file had errors.

[Back](#)

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**Table 1-4 Field Description**

Field	Description
<b>File Name</b>	Displays the file name of the uploaded file.
<b>Transaction Type</b>	Displays the transaction type associated with the file.
<b>File Reference ID</b>	Displays the file reference number, which was generated while uploading the file.
<b>Number of Records</b>	Displays the total number of records in the file.
<b>File Status</b>	Displays the status of the file uploads.
<b>Error Report</b>	Displays an icon to download the error file in case the uploaded file faced some runtime issue and failed to execute..
<b>Transaction Reference ID</b>	Displays the transaction reference number, which was generated at the time of transaction execution.
<b>Response File Download</b>	Displays an icon to download the response file with their status in CSV format.
<b>File Workflow</b>	Displays the workflow with the various stages and status of file upload.


**Record List – Virtual Account Creation**

If the user is inquiring for 'Create Virtual Account' type of transaction, the following fields are displayed.

**Table 1-5 Field Description**

Field	Description
<b>Record Reference Number</b>	Displays the reference ID for identification of the records. Also, click on the reference ID to view the uploaded values.
<b>Virtual Entity ID</b>	Displays the Virtual Entity ID under which Virtual Account is created.

Table 1-5 (Cont.) Field Description


Field	Description
<b>Real Account Number</b>	Displays the Real Account Number to which Virtual Account is linked.  <div>  <b>Note</b>  This field remains blank if the Virtual Account is not linked to any Real Account Number. </div>
<b>Virtual Account No. &amp; Name</b>	Displays the Virtual Account Name and Number that has been created.
<b>IBAN</b>	Displays the IBAN number.
<b>Status</b>	Displays the status of the records for the uploaded file.

**Note:** The Virtual Account Expiry Date field is optional. However, if you fill it in, the Expiry Date cannot be set to today or any earlier date.

#### Record List – Virtual Account Modification

If the user is inquiring for 'Edit Virtual Account' type of transaction, the following fields are displayed.

Table 1-6 Field Description

Field	Description
<b>Record Reference Number</b>	Displays the reference ID for identification of the records. Also, click on the reference ID to view the uploaded values.
<b>Virtual Entity ID</b>	Displays the Virtual Entity ID under which Virtual Account is created.
<b>Real Account Number</b>	Displays the Real Account Number to which Virtual Account is linked.  <div>  <b>Note</b>  This field remains blank if the Virtual Account is not linked to any Real Account Number. </div>
<b>Virtual Account No. &amp; Name</b>	Displays the Virtual Account Name and Number that has been created.
<b>IBAN</b>	Displays the IBAN number.
<b>Status</b>	Displays the status of the records for the uploaded file.

#### Note:

- If the user wishes to modify any details other than the expiry date of the Virtual Account, they must input the same expiry date for the Virtual Account in the relevant field.
- The expiry date will be updated, if the user does not keep the current expiry date for the Virtual Account
- To remove the expiry date, the user should enter an empty value in the expiry date field.

- The Expiry Date cannot be set to today or any past date

### Record List – Virtual Account Closure

If the user is inquiring for 'Close Virtual Account' type of transaction, the following fields are displayed.

**Table 1-7 Field Description**

Field	Description
<b>Record Reference Number</b>	Displays the reference ID for identification of the records. Also, click on the reference ID to view the uploaded values.
<b>Virtual Account number</b>	Displays the Virtual Account Number that has been closed.
<b>Transfer In Virtual Account Number</b>	Displays the Transfer In Virtual Account Number.
<b>Transfer Out Virtual Account Number</b>	Displays the Transfer Out Virtual Account Number.
<b>Status</b>	Displays the status of the records for the uploaded file.

### Record List – Virtual Accounts Structure Creation

If the user is inquiring for 'Create Virtual Accounts Structure' type of transaction, the following fields are displayed.

**Table 1-8 Field Description**

Field	Description
<b>Record Reference Number</b>	Displays the reference ID for identification of the records. Also, click on the reference ID to view the uploaded values.
<b>Structure Code</b>	Displays the structure code of the Virtual Accounts structure.
<b>Structure Name</b>	Displays the structure name corresponding to the structure code.
<b>Real/Virtual Multi-Currency Account Number</b>	Displays the Real/Virtual Multi-Currency Account number linked to the structure.
<b>Status</b>	Displays the status of the records for the uploaded file.

### Record List – Virtual Accounts Structure Modification

If the user is inquiring for 'Edit Virtual Accounts Structure' type of transaction, the following fields are displayed.

**Table 1-9 Field Description**

Field	Description
<b>Record Reference Number</b>	Displays the reference ID for identification of the records. Also, click on the reference ID to view the uploaded values.
<b>Structure Code</b>	Displays the structure code of the Virtual Accounts structure.
<b>Structure Name</b>	Displays the structure name corresponding to the structure code.

**Table 1-9 (Cont.) Field Description**

Field	Description
<b>Real/Virtual Multi-Currency Account Number</b>	Displays the Real/Virtual Multi-Currency Account number linked to the structure.
<b>Status</b>	Displays the status of the records for the uploaded file.

**Record List – Virtual Entity Creation**

If the user is inquiring for 'Create Virtual Entity' type of transaction, the following fields are displayed.

**Table 1-10 Field Description**

Field	Description
<b>Record Reference Number</b>	Displays the reference ID for identification of the records. Also, click on the reference ID to view the uploaded values.
<b>Virtual Entity ID</b>	Displays the Virtual Entity ID under which Virtual Account is created.
<b>Virtual Entity Name</b>	Displays the Virtual Entity Name that has been created.
<b>Entity Type</b>	Displays the type of entity.
<b>Status</b>	Displays the status of the records for the uploaded file.

**Record List – Virtual Entity Modification**

If the user is inquiring for 'Edit Virtual Entity' type of transaction, the following fields are displayed.

**Table 1-11 Field Description**

Field	Description
<b>Record Reference Number</b>	Displays the reference ID for identification of the records. Also, click on the reference ID to view the uploaded values.
<b>Virtual Entity ID</b>	Displays the Virtual Entity ID under which Virtual Account is created.
<b>Virtual Entity Name</b>	Displays the Virtual Entity Name that has been created.
<b>Entity Type</b>	Displays the type of entity.
<b>Status</b>	Displays the status of the records for the uploaded file.

**Record List – Virtual Entity Closure**

If the user is inquiring for 'Close Virtual Entity' type of transaction, the following fields are displayed.

**Table 1-12 Field Description**

Field	Description
<b>Record Reference Number</b>	Displays the reference ID for identification of the records. Also, click on the reference ID to view the uploaded values.
<b>Virtual Entity ID</b>	Displays the Virtual Entity ID under which Virtual Account is created.

**Table 1-12 (Cont.) Field Description**

Field	Description
<b>Status</b>	Displays the status of the records for the uploaded file.

**Record List – Remittance ID Creation**

If the user is inquiring for 'Create Remittance ID' type of transaction, the following fields are displayed.

**Table 1-13 Field Description**

Field	Description
<b>Record Reference Number</b>	Displays the reference ID for identification of the records. Also, click on the reference ID to view the uploaded values.
<b>Virtual Identifier</b>	Displays the Virtual Identifier.
<b>Remittance ID</b>	Displays the Remittance ID.
<b>IBAN</b>	Displays the IBAN number.
<b>Status</b>	Displays the status of the records for the uploaded file.

**Record List – Add Special Rates**

If the user is inquiring for 'Add Special Rates' type of transaction, the following fields are displayed.

**Table 1-14 Field Description**

Field	Description
<b>Record Reference Number</b>	Displays the reference ID for identification of the records. Also, click on the reference ID to view the uploaded values.
<b>Effective Date</b>	Displays the date from which interest rate will be effective.
<b>Interest Product</b>	Displays the name of interest product.
<b>Status</b>	Displays the status of the records for the uploaded file.

- In the File Name field, click



to download the originally uploaded file. In the **Response File Download** field click



to download the response file.

- In the **File Details – Virtual Account Creation / Modification** screen, click on the **Record Reference Number** hyperlink to view the virtual account details.

The **View Virtual Account** screen displays.

Virtual Account

Virtual Account Name  
IBANLMOBRH04

### Account Details

Virtual Account Name IBANLMOBRH04	Virtual Entity ID & Name SDC/VE01 - ABZ Corp Purchases
Branch Name HEL - HEL FC UNIVERSAL BANK	Product LM01 - LM01
Purpose Advanced Warfare	Currency GBP
Linkage Real Account	Real Account Number HEL0046200024
Interest Calculation Required No	Account Expiry Date 7/30/2029

### Correspondence Address

Address Line 1 Menezes Mansion	Address Line 2 Lonesome Lane
Address Line 3 Desolate District	Address Line 4 Secluded Suburb
Country GREAT BRITAIN	Post Code 770077

### Structured Address

Department Department of Defence	Sub Department Submarine Unit
Street Name Sentry Street	Building Number 88
Building Name Menezes Mansion	Floor 8
Post Box 770077	Room 8
Postal Code 770077	Town Name Funky Town
Town Location Name Funky Town Locale	District Name Desolate District
Country Subdivision Secluded Suburb	Country GREAT BRITAIN

### Preferences

IBAN Required Yes	Balance Check For Debits No
Balance Availability Option Fixed Amount from Pool Balance	Fixed Amount from Pool £100.35
Debit Transaction Allowed Yes	Credit Transaction Allowed Yes
Overdraft Allowed No	Available in Liquidity Management Yes

Back

4. In the **File Details – Virtual Entity Creation / Modification** screen, click on the **Record Reference Number** hyperlink to view the virtual entity details.

The **View Virtual Entity** screen displays.

↑

Virtual Entity

ABZ Solutions | \*\*\*462

Virtual Entity Name	Virtual Entity ID	Virtual Entity Type
Ind Bulk Upload05	AUIFD18	Individual

Party Name

ABZ Solutions

Virtual Entity Details

Virtual Entity Name	First Name
Ind Bulk Upload05	Thomas
Last Name	Date of Birth
krish	5/1/72
Gender	Nationality
Female	INDIA
National ID	Work Phone
xIN11	+91 2267183001
Email ID	Preferred Mode
testmailCorp@oracle.com	Email

Mapped Virtual Accounts

Registered Address

Address Line 1	Address Line 2
West Wood	Hub Mall
Address Line 3	Address Line 4
LA	Florida
Country	Post Code
INDIA	478565

Structured Address

Department	Sub Department
Block number 1	DDept 1
Street Name	Building Number
Brandon Street	Building 1
Building Name	Floor
Reinstate	First Floor
Post Box	Room
88129812	Room 1
Postal Code	Town Name
35434	Yellowstone
Town Location Name	District Name
Sydney	Sydney
Country Subdivision	Country
div 001	YEMEN

Identification Details

Identification Type	Identification Number
SSN	xxx1122
Tax Identification Number	
123456	

PDF Statement Preferences

Generate PDF	Statement Type
Yes	Account Level
Frequency	Due On
Monthly	1

SWIFT Statement Preferences

Generate MT940	Generate MT950
No	Yes
Generate MT942	Generate Message Only on Movement
Yes	Yes
Report Transactions Since	Generation Time
950	01:00
Display IBAN	
No	

ISO Statement Preferences

Generate CAMT.053	Generate CAMT.052
Yes	Yes
Generate Message Only on Movement	Report Transactions Since
No	052

5. Perform any one of the following action:
  - Click **Download as** to download the file in .pdf or .csv format.
  - Click **Back** to navigate to the previous screen.

 **Note**

If there is an error during file verification (i.e. the file is in error status), an option will be available to download the generated error file.

## 1.2.4 FAQs

**a) What are some of the validations that a file goes through at various stages, in its life cycle?**

The following are the validations performed on an uploaded file by Oracle Banking Digital Experience and subsequently by the Host, before file is liquidated.

S. No	Events	Applicable to	C h e c k s
1	On File Upload	All Files	F i l e c o n t e n t s s h o u l d n o t m a t c h a n a l r e a d y u p l o a d e d f i l e

S. No	Events	Applicable to	C h e c k s
2	On File Upload	All Files	F i l e s h o u l d n o t e x c e e d t h e M a x i m u m S i z e l i m i t

S. No	Events	Applicable to	C h e c k s
3	On File Upload	All Files	T h e F i l e E x t e n s i o n t y p e s h o u l d b e t h e o n e s p e r m i t t e d

S. No	Events	Applicable to	C h e c k s
4	On File Upload	All Files	T h e f i l e s h o u l d n o t b e M a l i c i o u s

S. No	Events	Applicable to	C h e c k s
5	At Pre-Processing	All Files	T h e f o r m a t f o r a l l f i e l d s , s h o u l d b e a s t e m p l a t e d v i z . , D a t e , C u r

S. No	Events	Applicable to	C h e c k s
			r e n c y i n a c c o r d a n c e w i t h I S O s t a n d a r d s , C I F - n u m e r i c , a c c o u n t n

S. No	Events	Applicable to	C h e c k s
			u m b e r - a l p h a n u m e r i c e t c . T h e C I F s h o u l d b e v a l i d , s h o u l d e x i s t
6	At Pre-Processing	All Files	

S. No	Events	Applicable to	C h e c k s
7	File At Pre-Processing	All Files	C I F a n d R e a l / V i r t u a l a c c o u n t s h o u l d b e l o n g t o e a c h o t h e r

S. No	Events	Applicable to	C h e c k s
8	At Pre-Processing	All Files	U s e r s h o u l d h a v e a c c e s s t o R e a l / V i r t u a l A c c o u n t

**b) If some records in a file are liquidated, others are deleted, what will the status of the file be?**

The following table shows the file status which is followed to depict various status of the file upload. So if all the records of file are liquidated then the file status is processed, and if any of the records in the file is liquidated while all the other are rejected the file status will be processed, and if any of the records is liquidated and rest all have an error the file status will be processed with exception.

Verified	Approved	Processing in Progress	LRDEF i eer i qj l r l ueeoe i ct r S dt e t aed a td t e u d s
All			V e r i f i e d
	All		A p p r o v e d
		All	P r o c e s s i n g i n P r o g r e s s
			A l l P r o c e s s e d

Verified	Approved	Processing in Progress	LRDEF i eer i qj l r l ueeeoe i ct r S dte t aed a td t e u d s
			A R l e l j e c t e d A D l e l l e t e d AE l r l r o r 11 P r o c e s s e d 1 1 P r o c e s s e d

Verified	Approved	Processing in Progress	LRDEF i eer i qj l r l ueeoe i ct r S dt e t aed a td t e u d s
			1 1P r o c e s s e d w i t h e x c e p t i o n
			111 P r o c e s s e d

Verified	Approved	Processing in Progress	LRDEF i eer i qj l r l ueeoe i ct r S dt e t aed a td t e u d s
			1111P r o c e s s e d w i t h e x c e p t i o n  11 D e l e t e d

Verified	Approved	Processing in Progress	LRDEF i eer i qj l r l ueeo e i ct r S dt e t aed a td t e u d s
			1 1P r o c e s s e d w i t h e x c e p t i o n
			11P r o c e s s e d w i t h e x c e p t i o n

c) If a working window is set for the File Upload transaction – how will processing be impacted outside of the working window?

Outside of the transaction working window set for file uploads, processing will depend on whether the file has a Record Level approval or a File Type approval.

Files with a File Type approval – will be rejected, outside of the transaction working window

Files with Record Type approval – if some records are processed within the working window, will be completed – if processing of some records, falls outside of the working window – these will be rejected.

**d) After a file is successfully uploaded, is the user provided notifications on its status?**

Yes, Users mapped to the FI – initiators and approvers of the file, are provided with alerts / notification, as file progresses from the Uploaded stage to Approved to Processing in Progress to the Processed stage. Alternately, users can log in to view the status of the file.

# 2

## File Approval

This option allows the approver to approve / reject the uploaded file. File approval could be either

- File Type
- Record Type

In a File type Approval, the approver accepts or rejects the entire file, and all records are either processed or rejected. While in a Record type approval, the approver could approve some records, and reject others. Only the approved records are processed further.

### How to reach here:

Navigate to Approver Dashboard and click **Pending for Approvals**

- [File Approval](#)
- [Record Level Approval](#)

## 2.1 File Approval

### File Approval

Once a file is uploaded and pre-processing checks are successfully completed, the file is pending approval, and is in the respective Approver's queue.

### To approve / reject a file:

1. In the **Pending for Approval** section, select **Non Financial** in dropdown list, click the **Bulk File** tab. All the uploaded files that require approval appears.
2. List of available transactions are:
  - a. Create Virtual Account (With and without Real Account Linkage)
  - b. Modify Virtual Account
  - c. Close Virtual Account
  - d. Create Virtual Accounts Structure
  - e. Modify Virtual Accounts Structure
  - f. Create Virtual Entity
  - g. Modify Virtual Entity
  - h. Close Virtual Entity
  - i. Create Remittance ID
  - j. Add Special Rates
3. User can Perform any one of the following action:
  - Select the multiple files and click **Approve** to approve the transactions.
  - Click the link under the **Reference No** column.

The **File Details** screen appears.

↑ Pending For Approval

Non Financial - Bulk File (1)

Reference Number

Enter exact reference number

<input type="checkbox"/>	Date	File Identifier	Transaction Type	File Name	Reference Number
<input checked="" type="checkbox"/>	5/20/23, 11:51 PM	ACREATEREMITID-Auto Create Virtual Remittance ID	Virtual Remittance File	TestRemitID_InitAuth.csv	2005CC3235EC

[Back](#)

4. User can Perform any one of the following action:

- If you click **Approve**, the **Approval Comment** screen appears. Enter the remarks for approval. Click **Approve**. Transaction successfully approved message appears.
- If you click **Reject**. The **Approval Comment** screen appears. Enter the remarks for rejection. Click **Reject**. Transaction rejected message appears.
- If you click **Lock**. The **Lock Comment** screen appears. Enter the remarks for lock. Click **Lock**. Transaction locked message appears.

**Bulk File Approve / Reject / Lock – Remarks**

**Approval Comment**

Summary of Selected Transactions (1)

Date	File Identifier	Transaction Type	File Name
5/25/23, 12:37 PM	ACREATEVIRTUALACR-Auto Create Virtual Account Record	Create Virtual Account Record	virtualaccount_create

Remarks (Optional)

**Note**

If the account access verification is unsuccessful, then the entire file will be rejected. Applicable on (Create Virtual Account, Modify Virtual Account, Close Virtual Account)

## 2.2 Record Level Approval

In record level approval, approver can approve individual records/ transactions within the uploaded file.

1. In the Pending for Approval section, select Non Financial in dropdown list, click the Bulk Record tab. All the uploaded files that require approval appears.
2. List of available transactions are:
  - a. Create Virtual Account (With and without Real Account Linkage)
  - b. Modify Virtual Account
  - c. Close Virtual Account
  - d. Create Virtual Entity
  - e. Modify Virtual Entity
  - f. Close Virtual Entity
3. Select a file that is to be approved.  
The **Record Approval** screen appears.
4. If we Click the link under the **Reference No** column.  
The **File details** screen displays.

### Bulk Record Approve / Reject

The screenshot shows the 'Pending For Approval' interface. At the top, there's a header 'Pending For Approval' with an upward arrow. Below it, a light blue box contains 'Non Financial - Bulk Record (2)' and a search bar for 'Reference Number'. Underneath are three buttons: 'Approve', 'Reject', and 'Lock'. A table lists two transactions, both for 'Create Virtual Account Record'. Each row has a checkbox, a date, a file identifier, a transaction type, and a file name. Both transactions are checked. At the bottom left is a 'Back' link.

<input type="checkbox"/>	Date	File Identifier	Transaction Type	File Name
<input checked="" type="checkbox"/>	5/25/23, 6:07 PM	ACREATEVIRTUALACR-Auto Create Virtual Account Record	Create Virtual Account Record	virtualaccount_create_S.csv
<input checked="" type="checkbox"/>	5/21/23, 12:01 AM	ACREATEVIRTUALACR-Auto Create Virtual Account Record	Create Virtual Account Record	virtualaccount_create_S.csv

5. Perform any one of the following action: Click Approve to approve the transaction.
  - Click **Approve** to approve the transaction. The **Approval Comment** screen appears. Enter the remarks for approval. Click **Approve**. Transaction successfully approved message appears.
  - Click **Reject** to reject the transaction. The **Rejection Comment** screen appears. Enter the remarks for rejection. Click **Reject**. Transaction rejected message appears.
  - Click **Lock** to reject the transaction. The **Lock Comment** screen appears. Enter the remarks for lock. Click **Lock**. Transaction locked message appears.

**Note**

To approve / reject / lock multiple bulk records, select multiple check boxes, and then click **Approve / Reject / Lock**.

**Record Approval - File Details**

6. In the **Pending for Approval** section, click the **Reference Id** link of the file that is to be approved.

The **Bulk Record Approval – File Details** screen appears.

The screenshot displays the 'Uploaded Files Inquiry' interface. At the top, there are buttons for 'Approve', 'Reject', and 'Lock'. Below these, the 'File Details' section shows:

- File Name: TestRemittID\_InitAuth.csv
- Transaction Type: Virtual Remittance
- File Reference Id: 505768972005
- Number of Records: 1
- File Status: Verified
- Transaction Reference Id: 2005CC325EC

The 'File Workflow' section shows a progress bar with five steps: 1. Uploaded, 2. Verified (current step), 3. Approved, 4. Processing In Progress, and 5. Processed.

The 'Virtual Remittance Record' section contains a table with the following data:

Record Reference Number	Virtual Identifier	Remittance ID	IBAN	Status
505768972005000001	002	ddd1abc324		VERIFIED

The 'Transaction Journey' section shows a timeline with three stages: Initiation (Successful, marked with a green checkmark), Approval (marked with a 2), and Completion (marked with a 3). Below the timeline, it shows 'VAMMAK BU4' and the timestamp '5/20/23, 6:21 PM'. A 'Back' button is located at the bottom left.

7. Perform any one of the following action:

- Click **Approve** to approve the transaction. The **Approval Comment** screen appears. Enter the remarks for approval. Click Approve. Transaction successfully approved message appears.
- Click **Reject** to reject the transaction. The **Rejection Comment** screen appears. Enter the remarks for rejection. Click Reject. Transaction rejected message appears.
- Click **Lock** to lock the transaction. The **Lock Comment** screen appears. Enter the remarks for lock. Click Lock. Transaction locked message appears.

# 3

## Mobile Touch Point

This functionality allows a corporate user to perform and view Oracle Banking Digital Experience – Corporate File Upload Virtual Account Management transactions on the mobile screen.

Screen Name	Transaction Type
Approver Screens	<ul style="list-style-type: none"><li>• Create Virtual Account</li><li>• Modify Virtual Account</li><li>• Virtual Account Closure</li><li>• Create Virtual Entity</li><li>• Modify Virtual Entity</li><li>• Close Virtual Entity</li><li>• Create Virtual Account Structure</li><li>• Modify Virtual Account Structure</li><li>• Remittance ID creation</li><li>• Special Rates Addition</li></ul>

# 4

## Bulk Upload File Structure

This section provides a description of the Bulk File Upload functionality related field level description as well as other feature, including details such as allowable about the required data types, lengths, and formats necessary for executing Virtual Account Bulk File transactions.

### Note

To view the **OBDX\_VAM\_File\_Upload\_Details** and **File Upload Formats** Excel attachment, perform the below steps:

- Click the attachment icon on the left pane of the opened document. Under the Attachments column, all attached files are displayed.
- On the Attachments pane, right-click on the attachment, and click Open Attachment option. The Open File window is displayed.
- In the Open File window, select the Open this file option, and click OK. The selected attachment is opened in a pre-defined file format as Excel.

Refer to **OBDX VAM File Upload Details.xlsx** file in PDF attachment for more details.

Refer to file **OBDX\_VAM\_File\_Upload\_Details** in PDF attachment for more details. Refer to the files for FileUpload Formats:

### **Remittance:**

Create Remittance ID

### **Special Rates:**

Add Special Rates

### **Virtual Account:**

Close Virtual Account

Create Virtual Account\_RealAccount Linkage

Create Virtual Account\_Structure Linkage

Modify Virtual Account

### **Virtual Account Structure**

Create Virtual Accounts Structure\_RealAccount

Create Virtual Accounts Structure\_VMCA

Modify Virtual Accounts Structure\_Delink

Modify Virtual Accounts Structure\_Link

### **Virtual Entity**

Close Virtual Entity

Create Virtual Entity

Modify Virtual Entity

# Glossary

# Index