Oracle® Banking Trade Finance Process Management
Enquiry User Guide

Release 14.8.0.0.0

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Oracle Banking Trade Finance Process Management Enquiry User Guide, Release 14.8.0.0.0

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1.1 Purpose

This manual is designed to help you quickly get acquainted with the Oracle Banking Trade Finance Process Management **Enquiry** menu. The user can make an enquiry for the contracts available in back office and mid office.

1.2 Audience

This document is intended for the following audience:

- Oracle Implementers
- Customer Service Representatives (CSRs)
- Oracle user

1.3 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.

1.4 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.

1.5 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.

1.6 Structure

This manual is organized into the following chapters:

- Preface gives information on the intended audience, structure, and related documents for this User Manual.

- The subsequent chapters provide an overview to the module.

1.7 Conventions

The following text conventions are used in this document:

Convention	Meaning
boldface	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text.
italic	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.

1.8 Related Documents

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

- Getting Started User Guide
- Oracle Banking Common Core User Guide

1.9 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.

1.10 Acronyms and Abbreviations

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

Table 1-1   Acronyms and Abbreviations

Abbreviation	Description
OBTFPM	Oracle Banking Trade Finance Process Management
LC	Letter of Credit
BC	Bankers Cheque
FX	Foreign Exchange
CCY	Currency
LCY	Local Currency
FCY	Foreign Currency
LOV	List of Values
CIF	Customer Information File
UDF	User Defined Fields
FFT	Free Format Text
SBLC	Standby Letter of Credit

1.11 Symbols and Icons

The list of symbols and icons available on the screens are as follows:

Table 1-2   Symbols and Icons - Common

Symbol/Icon	Function
⌐ ⌐	Minimize
⌐ ⌐	Maximize
✕	Close
🔍	Perform Search
▼	Open a list
↔	Date Range
+	Add a new record
I◁	Navigate to the first record

**Table 1-2   (Cont.) Symbols and Icons - Common**

Symbol/Icon	Function
≫|	Navigate to the last record
◀	Navigate to the previous record
▶	Navigate to the next record
⊞	Grid view
☰	List view
↻	Refresh
+	Click this icon to add a new row.
-	Click this icon to delete a row, which is already added.
📅	Calendar
🔔	Alerts
🔓	Unlock Option
📄	View Option
📦	Reopen Option

Table 1-3   Symbols and Icons - Widget

Symbol/Icon	Function
🔓	Open status
📄	Unauthorized status

Table 1-3   (Cont.) Symbols and Icons - Widget

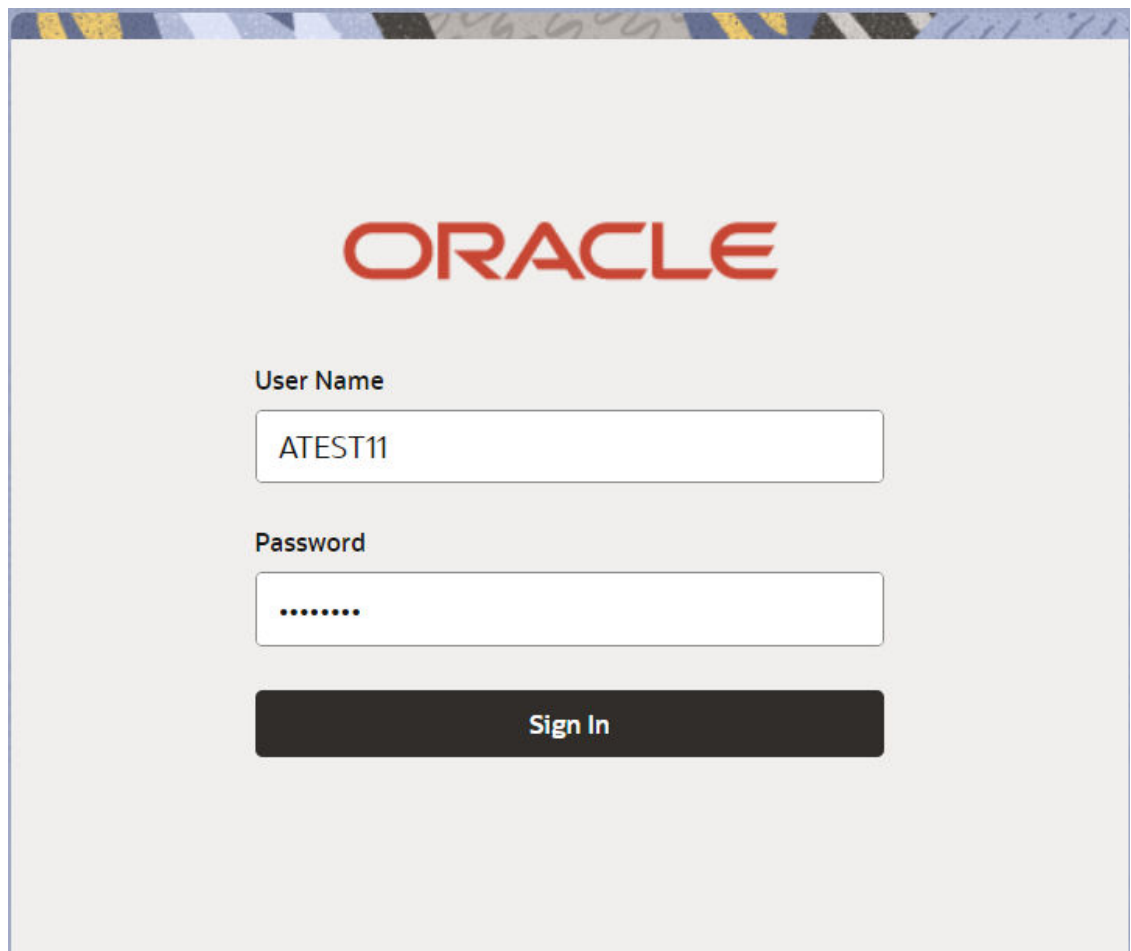| Symbol/Icon	Function
	Rejected status
	Closed status
	Authorized status
	Modification Number

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Enquiry

Enquiry of contracts stored in back office and mid office are now enabled in OBTFPM application. User can view the complete details of the contracts on selection of the particular contract.
In the subsequent steps, let's see the steps to make an enquiry for the contracts available in back office and mid office:

Specify **User ID** and **Password**, and login to **Home** screen.

Figure 2-1   LogIn Screen

1. On the **Dashboard**, under **Trade Finance**, click **Enquiry**, on the left pane of the application.

   The **Enquiry** screen appears.

Figure 2-2   Enquiry

2. On **Enquiry** screen, specify the fields.

3. Select the **Query Type** from the following available options.

   - Back Office - LC Query

   - Back Office - Drawing Query

   - Back Office - Document Collection Query

   - Back Office - Guarantee/ SBLC Query

   - Mid Office - LC Query

   - Mid Office - Drawing Query

   - Mid Office - Document Collection Query

   - Mid Office - Guarantee Query

   - Mid Office - Shipping Guarantee Query

   - Back Office - Facility Query

   - Mid office - Shipping Guarantee Query

   - Mid office - Guarantee Claim Query

   - Back Office - Facility Query

   - Guarantee/SBLC Query

4. Specify the LC Reference Number/Bill Reference Number /Guarantee/SBLC Number (for Guarantee/SBLC Query). Alternately, user can search the LC Reference Number/Bill Reference Number from the LOV. In LOV search/advanced LOV search, user can input following values for the search:

   - Documentary Reference Number/Drawing Reference Number

   - Applicant/Customer ID

   - Currency

   - Amount

   - Value Date

   - User Reference Number/LC Reference Number

5. Select the contract.

The contracts for various query types will be displayed as follows:

Figure 2-3   Enquiry - Query Type

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